

AGENDA
MAPLEWOOD CITY COUNCIL MEETING
TUESDAY, FEBRUARY 8, 2022 @ 7:30 P.M.
(VIA TELECONFERENCE, WWW.CITYOFMAPLEWOOD FOR DETAILS)

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Motion to Excuse Councilperson
5. City Attorney Statement
6. Approval of the Council Agenda
7. Public Forum
8. Announcements
9. Approval of the January 25, 2022 City Council meeting minutes
10. A Resolution of the City Council of the City of Maplewood, Missouri, appointing Cynthia Cobb to the Human Services Commission and establishing her term of office as expiring June 30, 2023
11. A Resolution of the City Council of the City of Maplewood, Missouri, appointing Matt Wilcox to the Human Services Commission and establishing his term of office as expiring June 30, 2024
12. A Resolution of the City Council of the City of Maplewood, Missouri, appointing Madison Goodman to fill an unexpired term on the Sustainability Commission and establishing her term of office as expiring June 30, 2022
13. A Resolution of the City Council of the City of Maplewood, Missouri authorizing the selection of CBB Transportation Engineers and Planners to perform a traffic study for the City of Maplewood
14. A Resolution of the City Council of the City of Maplewood, Missouri authorizing the City Manager to sign Maplewood's Title VI Agreement to ensure compliance with the Missouri Department of Transportation's requirements for grant funding
15. A Resolution of the City Council of the City of Maplewood, Missouri, authorizing the City Manager to purchase a 2011 Ford F350 bucket truck for \$47,900
16. An Ordinance of the City Council of the City of Maplewood, Missouri, amending Chapter 2, Article IV.-Policemen's and Firemen's Retirement Fund to reflect that the City is opting for LAGERS to administer its legacy Policemen's and Firemen's Retirement Fund

17. An Ordinance of the City Council of the City of Maplewood, Missouri authorizing the City Manager to execute on behalf of the City of Maplewood an agreement between the City of Maplewood, Missouri, and the Board of Trustees of the Missouri Local Government Employees Retirement System
18. An Ordinance of the City Council of the City of Maplewood, Missouri amending Chapter 12 Buildings and Building Regulations, Article X. Electricity, Section 12-365 Electrical Code Adopted, by repealing the text of said section and inserting in its stead text adopting the 2014 National Electrical Code as amended by Saint Louis County, Missouri as the electrical code of the City of Maplewood, Missouri
19. An Ordinance of the City Council of the City of Maplewood, Missouri amending Chapter 12 Buildings and Building Regulations, Article XI. Plumbing, Section 12-409 Plumbing Code Adopted, by repealing the text of said section and inserting in its stead text adopting the 2015 Uniform Plumbing Code as amended by Saint Louis County, Missouri as the plumbing code of the City of Maplewood, Missouri
20. An Ordinance of the City Council of the City of Maplewood, Missouri amending Chapter 12, Buildings and Building Regulations, Article IV. Mechanical Code, Section 12-175 County Code Adopted, by repealing the text of said section and inserting in its stead text adopting the 2015 International mechanical Code as amended by Saint Louis County, Missouri as the Mechanical Code of the City of Maplewood, Missouri
21. Bill 6178 an Ordinance of the City Council of the City of Maplewood, Missouri, amending Chapter 38- Personnel, Section 38-2 Definitions and Section 38-10-Civil Service System and Commission Established, to prohibit discrimination against applicants and employees of the City of Maplewood based upon an individual's hairstyle
22. Bill 6179 an Ordinance of the City Council of the City of Maplewood, Missouri appropriating/ transferring one hundred sixty-eight thousand two hundred fifteen dollars (\$168,215) from the unappropriated fund balance of the ½ Cent Capital Improvements Fund to account 2400-70010 Capital Outlay to pay for a roof replacement at the Maplewood Public Library
23. Bill 6180 an Ordinance of the City Council of the City of Maplewood, Missouri, amending Conditional Use Ordinance #5944 to allow an outdoor patio enclosure along Manchester Road for Side Project Pizza and Beer
24. A Resolution of the City Council of the City of Maplewood, Missouri, authorizing the City Manager to accept the bid of Bade Roofing to install a new roof at the Maplewood Public Library
25. Old Business – Ordinance Review Committees
26. Council Communication
27. Mayor's Report
28. City Attorney's Report

29. City Manager's Report

30. Public Forum

31. Motion to hold a Closed Session to discuss, if needed, matters relating to litigation, legal actions and/or communication from the City Attorney as provided for in Section 610.021(1)RSMO. and/or specifications for competitive bidding under Section 610.021(11) and/or sealed bids and related documents and sealed proposals and related documents under Section 610.021(11) and/or personnel matters under Section 610.021(13)RSMO. and/or employee matters under Section 610.021(3)RSMO. and/or real estate matters under Section 610.021(2)RSMO. and/or documents related to a negotiated contract under Section 610.021(12)RSMO

32. Adjournment

January 25, 2022

The January 25, 2022 City Council meeting was called to order via teleconference at 7:30 p.m., Mayor Nikylan Knapper presiding.

ON ROLL CALL, the following members were present: Mayor Knapper, Councilmember Crosley, Councilmember Faulkingham, Councilmember Page, Councilmember Phillips, Councilmember Schmidt and Councilmember Wood.

MOTION TO EXCUSE COUNCILPERSON: No need.

The City Attorney asked that the record reflect that pursuant to Section 610.015 of the Missouri Sunshine Law provides that members of the City Council who are not physically present in the Council Chambers can participate and vote remotely on all matters when an emergency exists and she asked that the minutes reflect that we are still under the COVID-19 pandemic.

APPROVAL OF THE COUNCIL AGENDA: Mayor Knapper motioned to amend the agenda by tabling Items 14 and 19 until the council has held a work session to discuss the appointments, seconded by Councilmember Schmidt, which motion received the approval of the Council. Councilmember Schmidt motioned to approve the amended agenda, seconded by Councilmember Faulkingham, which motion received the approval of the Council.

PUBLIC HEARING TO HEAR CITIZEN'S COMMENTS ON A REQUEST TO AMEND CUP ORD.#5944 TO ALLOW A PATIO COVER FOR THE OUTDOOR SEATING ALONG MANCHESTER RD.: Virginia Rafferty spoke against the patio cover for outdoor seating noting too much noise and traffic on Manchester. She also had the same comments for the Liquor License public hearing.

Cory King, owner of the property, stated he has been trying to alleviate any issues that he can while providing his customers with a comfortable dining area.

Earl Rusk, agreed with Mr. King and spoke in favor of the outdoor patio.

PUBLIC HEARING TO HEAR CITIZEN'S COMMENTS ON A REQUEST BY CORY KING, OWNER OF SHARED PIZZA & BEER LOCATED AT 2657 LYLE AVE. FOR A FULL/SUNDAY LIQUOR LICENSE: No one spoke.

(7:40 p.m.) PUBLIC FORUM: No one spoke.

ANNOUNCEMENTS: Councilmember Wood announced the upcoming Coffee Crawl event on March 19 with two tours available – 8:30 a.m.-noon or 9:30 a.m.-1:30 p.m. Tickets are \$18 in advance and includes a coffee mug.

APPROVAL OF THE JANUARY 11, 2022 CITY COUNCIL MEETING MINUTES AND CLOSED SESSION MINUTES: Councilmember Schmidt motioned to approve, seconded by Councilmember Faulkingham, which motion received the approval of the Council.

MOTION TO APPROVE A FULL AND SUNDAY LIQUOR LICENSE FOR CORY KING OF SHARED PIZZA & BEER LOCATED AT 2657 LYLE AVE.: Councilmember Schmidt motioned to approve, seconded by Councilmember Faulkingham, which motion received the approval of the Council.

ETC SURVEY PRESENTATION: Robert Heacock gave a slide presentation of the citizen and business survey results (see attachment to these minutes).

(8:30 p.m.) **R22-1**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING JEFFREY DAVIS TO THE HUMAN SERVICES COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2023 was introduced. It was moved by Councilmember Schmidt and seconded by Councilmember Faulkingham to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Page, Phillips, Schmidt and Wood. Nays, none.

R22-2, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING SHANA JONES TO THE HUMAN SERVICES COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2023 was introduced. It was moved by Councilmember Schmidt and seconded by Councilmember Faulkingham to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Page, Phillips, Schmidt and Wood. Nays, none.

R22-3, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING JESSICA HOTTLE-SIPPY TO THE HUMAN SERVICES COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2024 was introduced. It was moved by Councilmember Schmidt and seconded by Councilmember Faulkingham to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Page, Phillips, Schmidt and Wood. Nays, none.

R22-4, A RESOLUTION OF CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING JOSHUA KRYAH TO THE HUMAN SERVICES COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2024 was introduced. It was moved by Councilmember Schmidt and seconded by Councilmember Faulkingham to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Page, Phillips, Schmidt and Wood. Nays, none.

R22-5, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING MARIA LANGSTON TO THE HUMAN SERVICES COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2025 was introduced. It was moved by Councilmember Schmidt and seconded by Councilmember Faulkingham to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Page, Phillips, Schmidt and Wood. Nays, none.

R22-6, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING SERINA MIKUNDA TO THE HUMAN SERVICES COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2025 was introduced. It was moved by Councilmember Schmidt and seconded by

Councilmember Faulkingham to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Page, Phillips, Schmidt and Wood. Nays, none.

R22-7, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING DESSA SHUCKEROW TO THE HUMAN SERVICES COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2025 was introduced. It was moved by Councilmember Schmidt and seconded by Councilmember Faulkingham to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Page, Phillips, Schmidt and Wood. Nays, none.

R22-8, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING DAN RUBIN TO FILL AN UNEXPIRED TERM ON THE LIBRARY BOARD AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2023 was introduced. It was moved by Councilmember Schmidt and seconded by Councilmember Faulkingham to approve the resolution and discussion followed. The motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham and Page. Nays, members Phillips, Schmidt and Wood.

R22-9, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING ANGELA SMITH TO FILL AN UNEXPIRED TERM ON THE PARKS AND RECREATION COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2022 was introduced. It was moved by Councilmember Schmidt and seconded by Councilmember Faulkingham to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Page, Phillips, Schmidt and Wood. Nays, none.

R22-10, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING CHRISTIAN NAGEL TO FILL AN UNEXPIRED TERM ON THE PARKS AND RECREATION COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2023 was introduced. It was moved by Councilmember Schmidt and seconded by Councilmember Faulkingham to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Page, Phillips, Schmidt and Wood. Nays, none.

R22-11, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING AUGUST SCHLAFLY TO FILL AN UNEXPIRED TERM ON THE SPECIAL BUSINESS DISTRICT TAX ADVISORY COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2023 was introduced. It was moved by Councilmember Schmidt and seconded by Councilmember Faulkingham to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Page, Phillips, Schmidt and Wood. Nays, none.

R22-12, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING TIFFANY JONES TO FILL AN UNEXPIRED TERM ON THE SPECIAL BUSINESS DISTRICT TAX ADVISORY COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2024 was introduced. It was moved by Councilmember Schmidt and seconded by Councilmember Faulkingham to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Page, Phillips, Schmidt and Wood. Nays, none.

R22-13, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING BRAD JACKSON TO FILL AN ESPIRED TERM ON THE SUSTAINABILITY COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2024 was introduced. It was moved by Councilmember Schmidt and seconded by Councilmember Faulkingham to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Page, Phillips, Schmidt and Wood. Nays, none.

BILL 6178, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING CHAPTER 38-PERSONNEL, SECTION 38-2 DEFINITIONS AND SECITON 38-10 CIVIL SERVICE SYSTEM AND COMMISSION ESTABLISHED, TO PROHIBIT DISCRIMINATION AGAINST APPLICANTS AND EMPLOYEES OF THE CITY OF MAPLEWOOD BASED UPON AN INDIVIDUAL'S HAIRSTYLE was given its first reading. It was moved by Councilmember Schmidt, duly seconded by Councilmember Faulkingham, that Bill No. 6178 be moved to its second reading, which motion received the approval, by voice vote, of the Council.

On its second reading, it was moved by Councilmember Schmidt, duly seconded by Councilmember Faulkingham, that Bill No. 6178 be passed to its third and final reading, which motion received the approval, by voice vote, of the Council.

BILL 6179, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI APPROPRIATING/TRANSFERRING ONE HUNDRED SIXTY-EIGHT THOUSAND TWO HUNDRED FIFTEEN DOLLARS (\$168,215) FROM THE UNAPPROPRIATED FUND BALANCE OF THE ½ CENT CAPITAL IMPROVEMENTS FUND TO ACCOUNT 2400-70010 CAPITAL OUTLAY TO PAY FOR A ROOF REPLACEMENT AT THE MAPLEWOOD PUBLIC LIBRARY was given its first reading. It was moved by Councilmember Schmidt, duly seconded by Councilmember Faulkingham, that Bill No. 6179 be moved to its second reading, which motion received the approval, by voice vote, of the Council.

On its second reading, it was moved by Councilmember Schmidt, duly seconded by Councilmember Faulkingham, that Bill No. 6179 be passed to its third and final reading, which motion received the approval, by voice vote, of the Council.

BILL 6180, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING CONDITIONAL USE ORDINANCE #5944 TO ALLOW AN OUTDOOR PATIO ENCLOSURE ALONG MANCHESTER ROAD FOR SIDE PROJECT PIZZE AND BEER was given its first reading. It was moved by Councilmember Schmidt, duly seconded by Councilmember Faulkingham, that Bill No. 6180 be moved to its second reading, which motion received the approval, by voice vote, of the Council.

On its second reading, it was moved by Councilmember Schmidt, duly seconded by Councilmember Faulkingham, that Bill No. 6180 be passed to its third and final reading, which motion received the approval, by voice vote, of the Council.

BILL 6177, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING CHAPTER 30-HUMAN RELATIONS, SECTIONS 30-19 THROUGH 30-23 AND SECTION 30-27, TO PROHIBIT DISCRIMINATION BASED UPON SOURCE OF INCOME was given its third and final reading. It was moved by Councilmember Schmidt, duly seconded by Councilmember Faulkingham, that Bill No. 6177 be approved, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Page 7 of 117

Faulkingham, Page, Phillips, Schmidt and Wood. Nays, none.

Bill No. 6177 was approved by the City Council on this 25th day of January, 2022 as **Ordinance Number 5972**.

(9:01 p.m.) OLD BUSINESS—ORDINANCE REVIEW COMMITTEES: City Manager Reese will monitor the Ordinance Review Committee effort and its impact on Special Counsel spending over the coming months. As we deliberate on the 2022/23 budget, a decision can be made on whether to budget for a consultant, who is an expert with municipal code language and may be the most efficient option.

Councilmember Schmidt gave a summary of her second meeting.

COUNCIL COMMUNICATION: Councilmember Schmidt updated the Council on the Middle School Blue Devils civics class projects.

MAYOR'S REPORT:

- Updated the Council on the status of the food truck ordinance
- Participated as a judge for the MRH Seniors capstone projects
- State Attorney General is suing the MRH School District for their mask mandate
- A foul, anonymous letter was unfortunately sent to a Plan and Zoning Commission member. This letter was forwarded to the Police Department.

CITY ATTORNEY'S REPORT: No report.

CITY MANAGER'S REPORT: City Manager Reese reported on the following:


- Reviewed the budget work session schedule.
- Asked if the Council wanted to schedule a work session to discuss the appointments tabled at tonight's meeting. The Council agreed to add the items to the work session next Tuesday.

(9:20) PUBLIC FORUM: Heidi Hellmuth, 7442 Maple, commented on the committee volunteer discussion that occurred earlier in the meeting and congratulated the leadership on the positive results of the recent survey and encouraged them to focus on the feedback of how to keep improving.

MOTION TO HOLD A CLOSED SESSION, IF NEEDED, TO DISCUSS MATTERS RELATING TO LITIGATION, LEGAL ACTIONS AND/OR COMMUNICATION FROM THE CITY ATTORNEY AS PROVIDED FOR IN SECTION 610.021(1)RSMO. AND/OR SPECIFICATIONS FOR COMPETITIVE BIDDING UNDER SECTION 610.021(11) AND/OR SEALED BIDS AND RELATED DOCUMENTS AND SEALED PROPOSALS AND RELATED DOCUMENTS UNDER SECTION 610.021(11) AND/OR PERSONNEL MATTERS UNDER SECTION 610.021(13)RSMO. AND/OR EMPLOYEE MATTERS UNDER SECTION 610.021(3)RSMO. AND/OR REAL ESTATE MATTERS UNDER SECTION 610.021(2)RSMO. AND/OR DOCUMENTS RELATED TO A NEGOTIATED CONTRACT UNDER SECTION 610.021(12)RSMO: No need.

There being no further business before the Council, the meeting adjourned.

City of Maplewood Resident and Business Survey Findings



Presented by
ETC Institute
January 2022

Agenda

- Resident Survey Findings
- Business Survey Findings
- Questions

Resident Survey Results

Purpose

- To objectively assess resident satisfaction with the delivery of City services
- To gather input to set budget priorities
- To compare Maplewood's performance with other cities

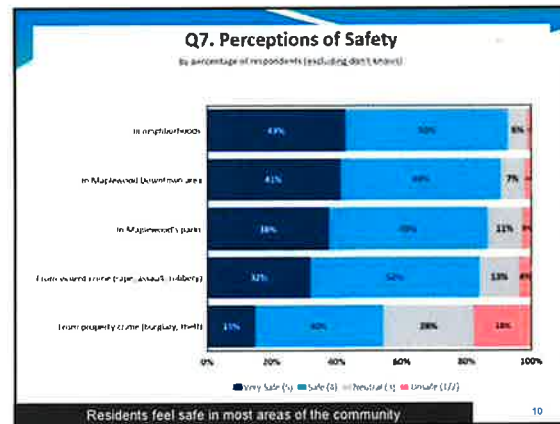
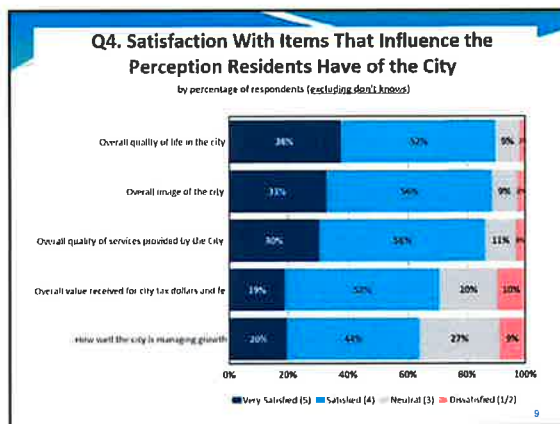
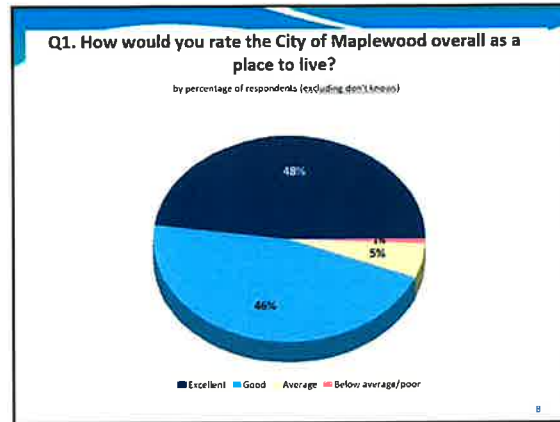
Methodology

- **Survey Description**
 - 7-page survey
 - took approximately 15 minutes to complete
- **Method of Administration**
 - Administered in the fall of 2021
 - Mailed to a random sample of households in the City
 - Residents given the option to participate by mail or the internet
- **Sample size:**
 - 418 residents completed the survey
- **Confidence level:** 95%
- **Margin of error:** +/- 4.8%

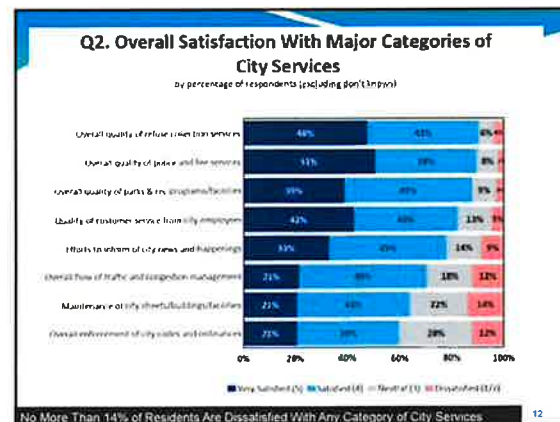
Bottom Line Up Front

- Maplewood is setting the standard for City services and overall quality of life
 - The City rated above the National average in 42 of the 45 areas that were assessed
 - Satisfaction with City services is 27% above the National average
 - Satisfaction with customer service from City employees is 31% above the National average
 - Satisfaction with the value received for City taxes and fees is 27% above the National average
- Areas that will have the most impact on overall satisfaction with the City over the next two years:
 - Maintenance of City streets, buildings and facilities
 - Flow of traffic and congestion management

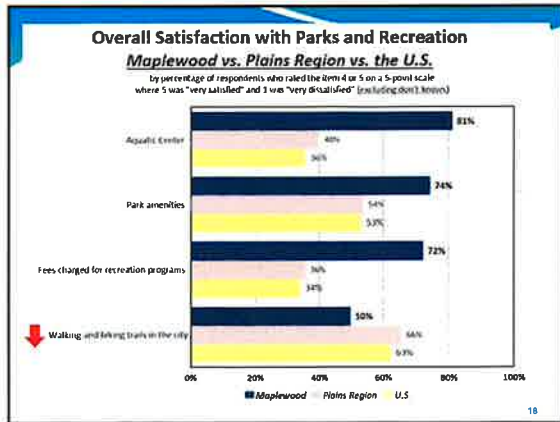
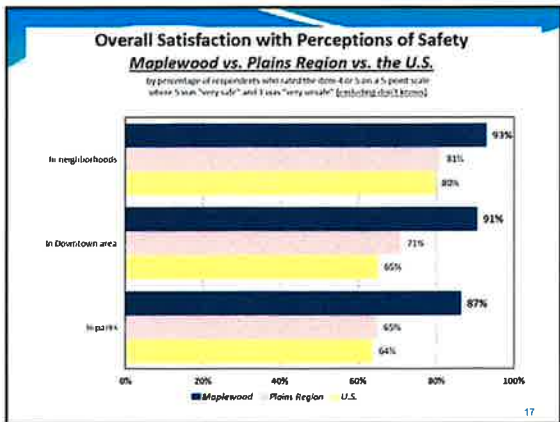
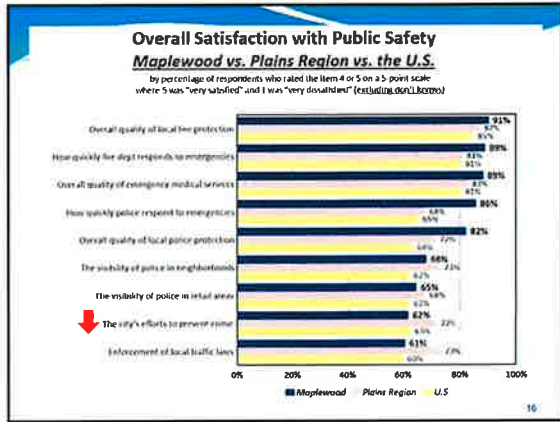
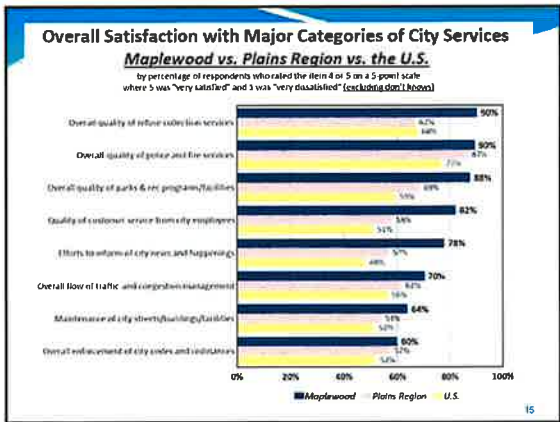
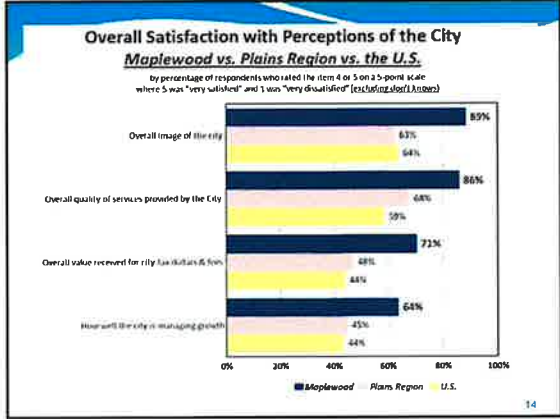
Topic #1
Quality of Life and Perceptions of the City

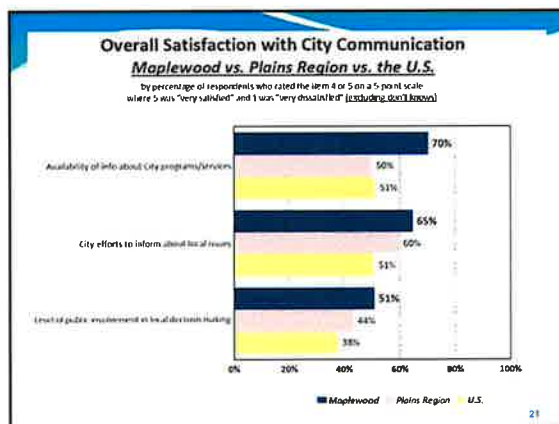
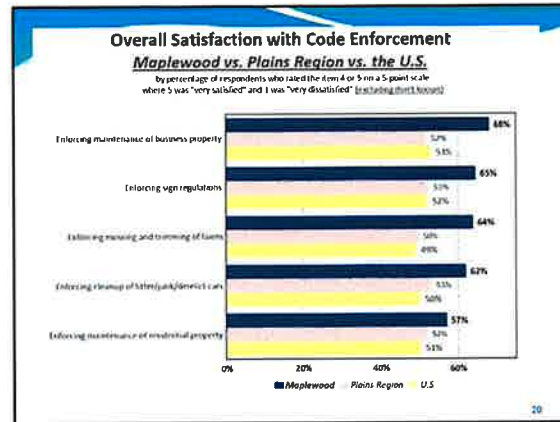
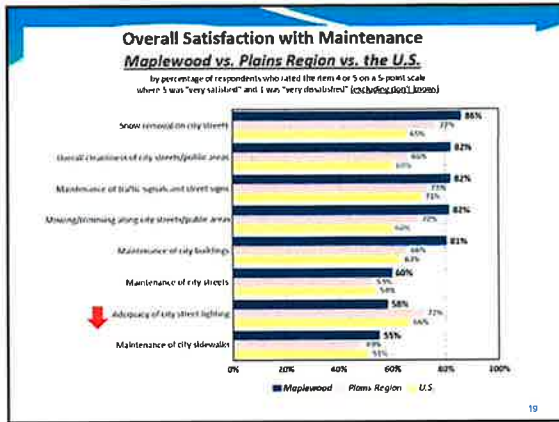


Topic #2
Satisfaction with Major Categories of City Services



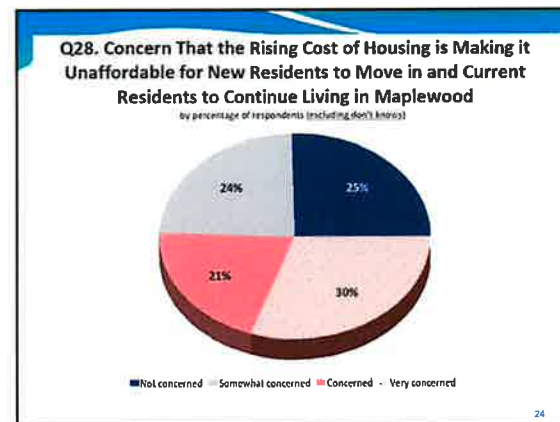
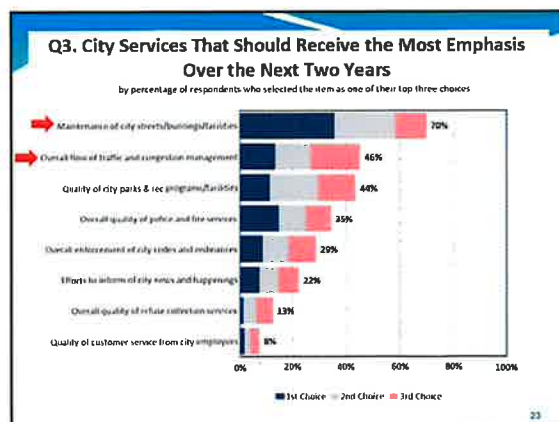
Topic #3
How Maplewood Compares to Other Communities





Topic #4

Opportunities for Improvement





Summary

- Maplewood is setting the standard for City services and overall quality of life
- The City rated above the National average in 42 of the 45 areas that were assessed
 - Satisfaction with City services is 27% above the National average
 - Satisfaction with customer service from City employees is 31% above the National average
 - Satisfaction with the value received for City taxes and fees is 27% above the National average
- Areas that will have the most impact on overall satisfaction with the City over the next two years:
 - Maintenance of City streets, buildings and facilities
 - Flow of traffic and congestion management

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Business Survey Results

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Purpose and Methodology

Purpose: To identify the importance of various issues to businesses and identify improvements where needed

Methodology:

- Administered by mail and online to all businesses in the City of Maplewood during the fall of 2021
- A total of 53 businesses completed the survey

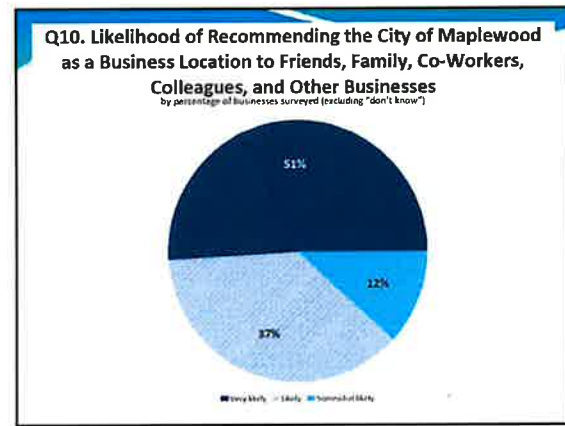
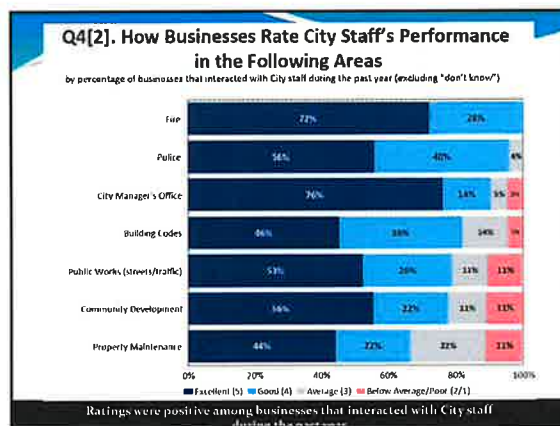
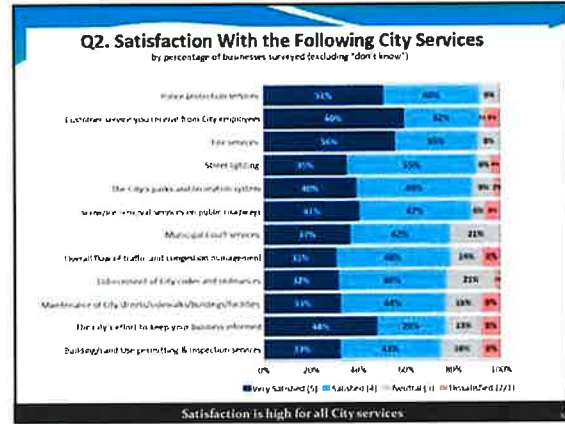
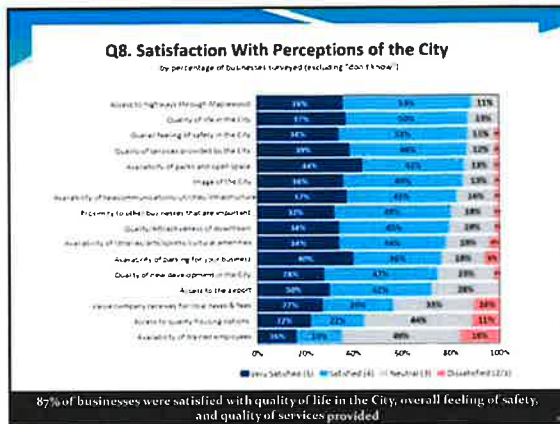
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Bottom Line Up Front

- Businesses Have a Very Positive Perception of the City
 - 92% believe the City of Maplewood is an "excellent" or "good" place to do business
 - Businesses were most satisfied with police protection services, customer service from City employees, and fire services
- Top Overall Priorities
 - Police protection services
 - Maintenance of streets, sidewalks, buildings and facilities

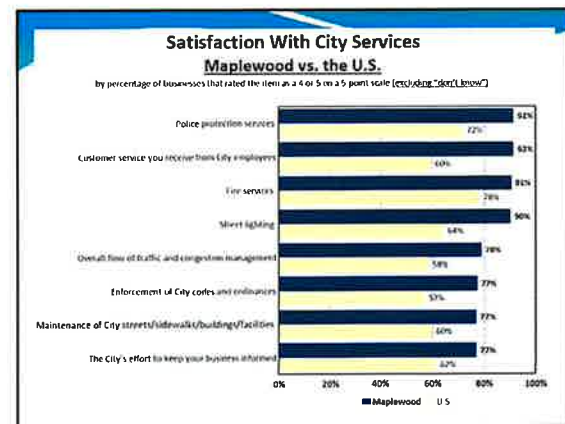
Topic #1

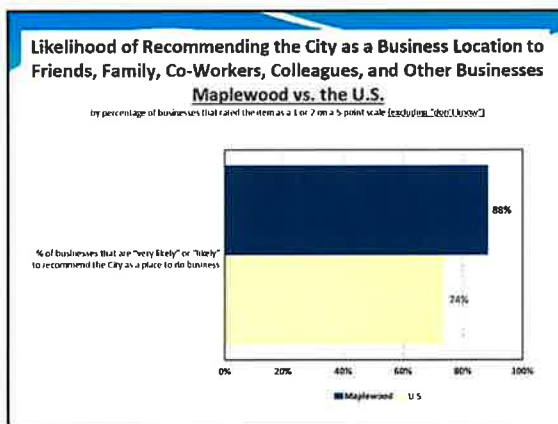
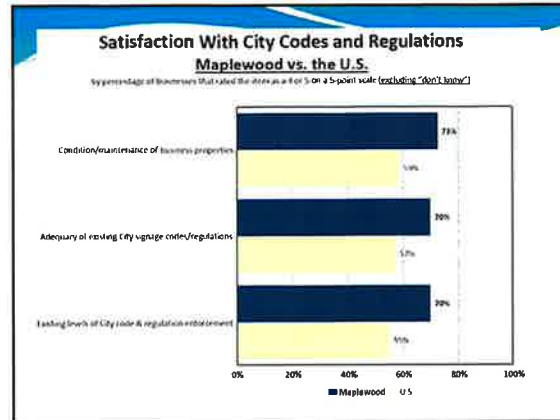
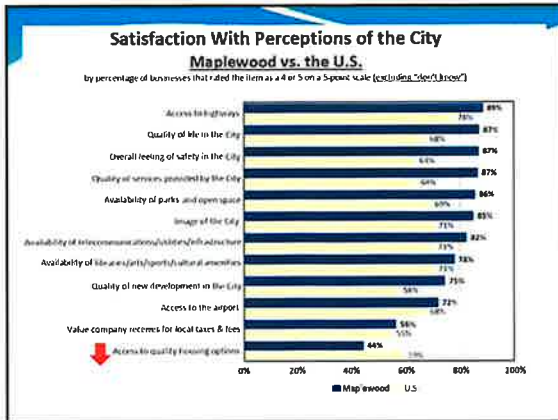
Businesses Have a Positive Perception of the City



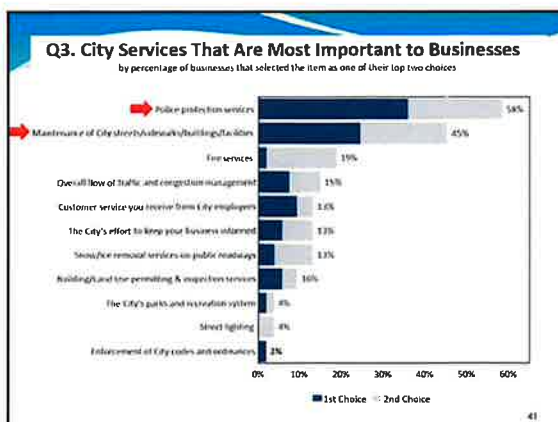
Topic #2

How Maplewood Compares to Other Communities

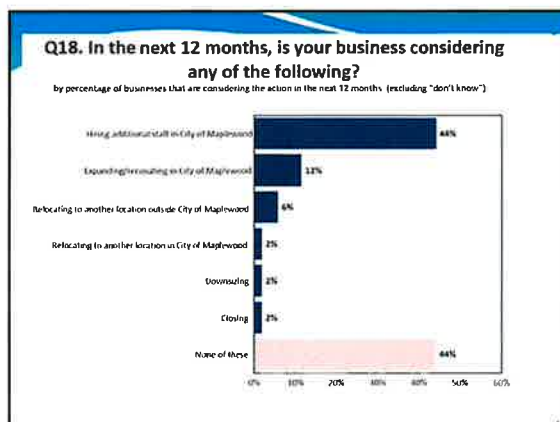
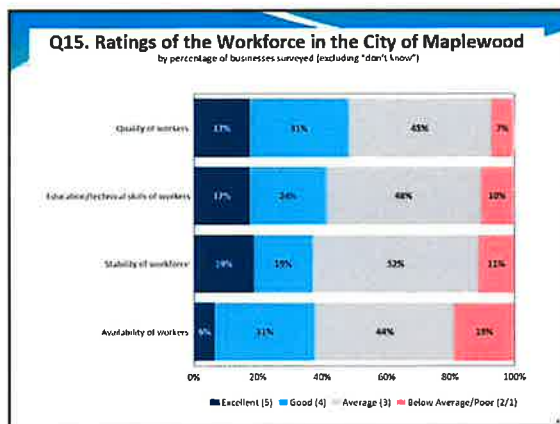
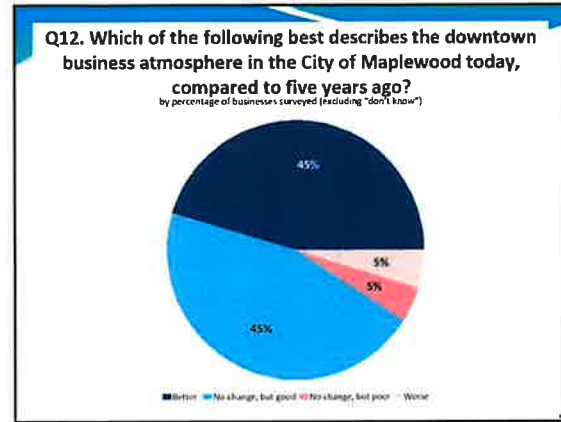
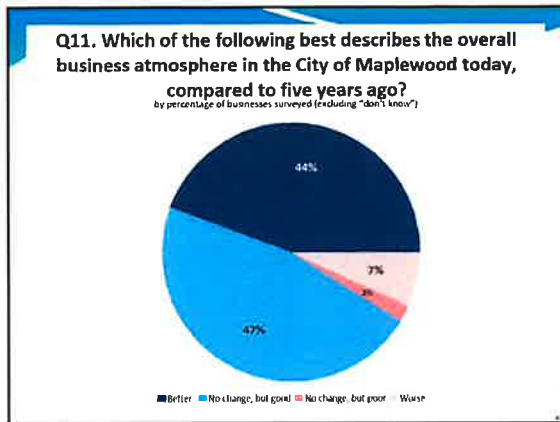




Topic #3
Top Priorities

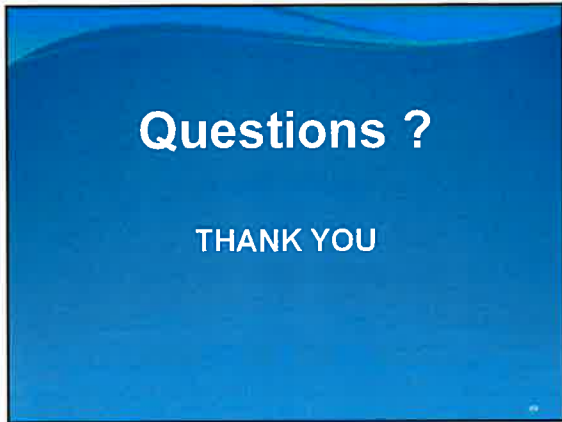


Other Findings



Summary

- **Businesses Have a Very Positive Perception of the City**
 - 92% believe the City of Maplewood is an "excellent" or "good" place to do business
 - Businesses were most satisfied with police protection services, customer service from City employees, and fire services
- **Top Overall Priorities**
 - Police protection services
 - Maintenance of streets, sidewalks, buildings and facilities



RESOLUTION

R22-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING CYNTHIA COBB TO THE HUMAN SERVICES COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2023.

WHEREAS, Cynthia Cobb has expressed an interest in serving on the Human Services Commission; and

WHEREAS, an opening exists on the Human Services Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS: Cynthia Cobb is hereby appointed to the Human Services Commission; and

BE IT FURTHER RESOLVED that her term of office is established as expiring June 30, 2023.

Passed this

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

Approved this

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

RESOLUTION

R22-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING MATT WILCOX TO THE HUMAN SERVICES COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2024.

WHEREAS, Matt Wilcox has expressed an interest in serving on the Human Services Commission; and

WHEREAS, an opening exists on the Human Services Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS: Matt Wilcox is hereby appointed to the Human Services Commission; and

BE IT FURTHER RESOLVED that his term of office is established as expiring June 30, 2024.

Passed this

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

Approved this

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

RESOLUTION

R22-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING MADISON GOODMAN TO FILL AN UNEXPIRED TERM ON THE SUSTAINABILITY COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2022.

WHEREAS, Madison Goodman has expressed an interest to serve on the Sustainability Commission; and

WHEREAS, a vacancy exists on the Sustainability Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS: Madison Goodman is hereby appointed to the Sustainability Commission; and

BE IT FURTHER RESOLVED that her term of office is established as expiring June 30, 2022

Passed this day of 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

Approved this day of 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

INTEROFFICE MEMORANDUM



To: Mayor and City Council
From: Anthony Traxler, Assistant City Manager/Director of Public Works
Date: February 1, 2022
Subject: Traffic Study Consultant Selection

The City of Maplewood issued a Request for Qualifications (RFQ) seeking experienced traffic engineering firms to perform traffic studies at multiple locations throughout the City. The selected firm will assist the City with identifying roadway concerns or areas of interest (“Study Areas”) throughout the City, work with the City to prioritize the Study Areas, and create work orders or action plans to address each Study Area along with the potential cost for any changes or mitigation recommendations. Numerous Study Areas may exist, however two areas that must be analyzed are the neighborhoods that surround the Maplewood Richmond Heights Early Childhood Center and Maplewood Richmond Heights Middle/High School.

The traffic engineering firm will also develop recommendations for reducing traffic volumes and speeds on local streets and improving pedestrian safety. The study may also make recommendations for improvements to arterials and collectors within the City, in keeping with the City's comprehensive plan and other transportation goals.

State law requires that engineering firms and surveyors be selected on qualifications, not by price bid. Qualifications considered include technical, fiscal and management skills to render satisfactory service. The City also considered the firms based on the education and experience of the personnel assigned to the project, the experience of the firm in designing and overseeing similar projects, City staff's past experience with the proposed firm, and the vicinity of the firm to the project site.

A Request for Qualifications was issued and advertised in the St. Louis Post Dispatch on November 19, 2021. The City also sent the RFQ to seven firms on the approved On-Call Traffic Engineering Consultant List that MODOT issues each year. Two proposals were received, one from TWM Engineering and Geospatial Services and a second from CBB Transportation Engineers and Planners. Both firms were qualified to perform the work. However, after reviewing the RFQ's which included similar projects performed, work history with the City of Maplewood and the technical competence of the staff, staff recommends the proposal of CBB Transportation Engineers and Planners.

Please do not hesitate to contact me at 646-3635 if you have any questions, comments or concerns regarding this matter.

RESOLUTION

R22-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI AUTHORIZING THE SELECTION OF CBB TRANSPORTATION ENGINEERS AND PLANNERS TO PERFORM A TRAFFIC STUDY FOR THE CITY OF MAPLEWOOD

WHEREAS, the City of Maplewood would like numerous Study Areas analyzed and recommendations be made on methods to reduce traffic volumes and speeds on local streets and to improve pedestrian safety; and

WHEREAS, the City of Maplewood issued a Request for Qualifications for traffic engineering firms to conduct a traffic study; and

WHEREAS, two traffic engineering firms responded to the request, all firms were deemed qualified to do the work; and

WHEREAS, the Director of Public Works and Assistant Director of Public Works reviewed the proposals and recommends CBB Transportation Engineers and Planners for the following reasons:

- (a) the essential qualifications and substantial experience of the staff that will be assigned to the project
- (b) the experience of the firm in the type of project
- (c) the adequacy of staff of the firm and its subconsultants to perform the work
- (d) the City of Maplewood previously worked with CBB Transportation Engineers and Planners on other projects successfully

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS:

CBB Transportation Engineers and Planners is hereby selected as the firm to perform a traffic study of various study areas throughout the City of Maplewood; and

BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to negotiate a traffic engineering traffic Study Services agreement to implement the project.

Passed this 8th day of February 2022.

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

INTEROFFICE MEMORANDUM



To: Mayor and City Council
From: Anthony J. Traxler, Assistant City Manager, Director of Public Works
Date: February 1, 2022
Subject: Title VI Plan

The City of Maplewood previously received funds to purchase the larger park bus from the Federal Transit Administration (FTA). Because of this grant, we are required to submit Title VI plans every three years and this requirement will continue for the life of the bus. The plan comes from Title VI of the Civil Rights Act of 1964 which protects people from discrimination based on race, color, and national origin in programs and activities receiving federal financial assistance. The City previously submitted a draft of the policy to MODOT for feedback and all comments have been addressed in the attached Title VI policy.

Please see the attached resolution authorizing the City Manager to approve Maplewood's Title VI plan which ensures compliance with MODOT. Please do not hesitate to contact me at 646-3635 if you have any questions, comments or concerns on this matter.

RESOLUTION

R22-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI AUTHORIZING THE CITY MANAGER TO SIGN MAPLEWOOD'S TITLE VI AGREEMENT TO ENSURE COMPLIANCE WITH THE MISSOURI DEPARTMENT OF TRANSPORTATION'S REQUIREMENTS FOR GRANT FUNDING.

WHEREAS, the City of Maplewood previously received funding from the Federal Transit Administration (FTA) for its large park bus; and

WHEREAS, the Federal Transit Administration requires municipalities that receive funding to comply with the attached Title VI guidelines.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS:

The City Manager is hereby authorized to sign the City of Maplewood's Title VI Plan for submittal to MODOT and the FTA.

Passed this 8th day of February, 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

Approved this 8th day of February, 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

CITY OF MAPLEWOOD

Title VI Program

Date filed with MoDOT Transit Section:

DATE

**Title VI Plan
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Attachments

- Attachment 1 – Agency Information
- Attachment 2 – Title VI Complaint Form

A. Title VI Assurances

City of Maplewood agrees to comply with all provisions prohibiting discrimination on the basis of race, color, or national origin of Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 200d *et seq.*, and with U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act," 49 CFR part 21.

City of Maplewood assures that no person shall, as provided by Federal and State civil rights laws, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity. City of Maplewood further ensures every effort will be made to ensure non-discrimination in all programs and activities, whether those programs and activities are federally funded or not.

City of Maplewood meets the objectives of the FTA Master Agreement which governs all entities applying for FTA funding, including City of Maplewood and its third-party contractors by promoting actions that:

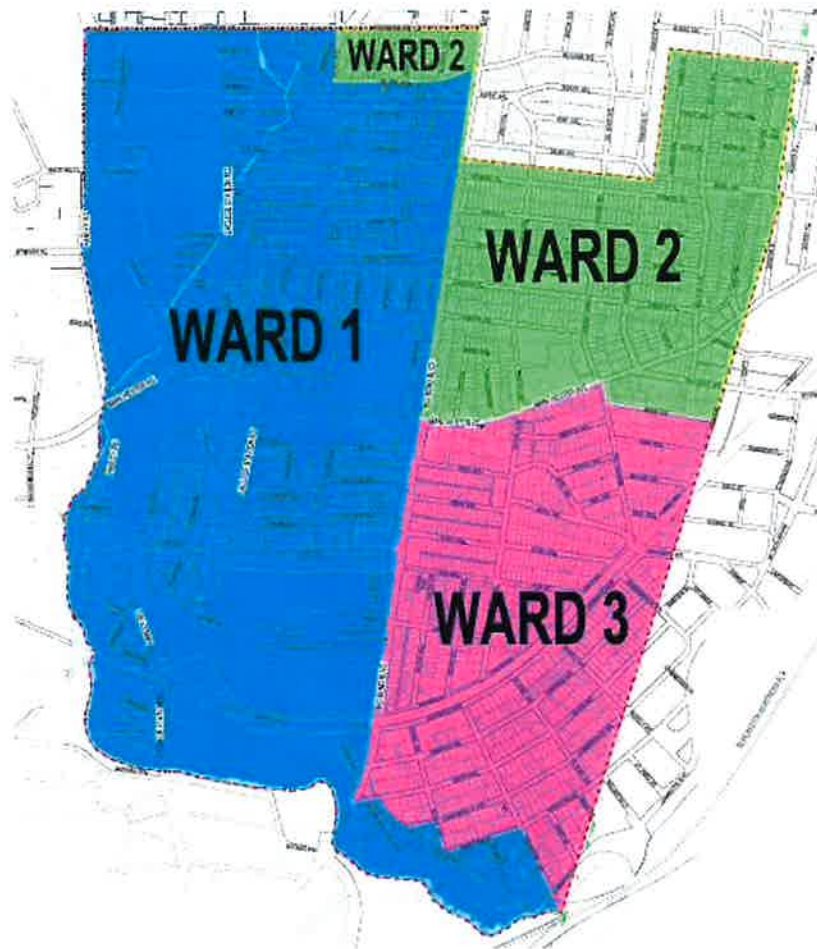
- A. Ensure that the level and quality of transportation service is provided without regard to race, color, or national origin.
- B. Identify and address, as appropriate, disproportionately high and adverse effects of programs and activities on minority populations and low-income populations.
- C. Promote the full and fair participation of all affected Title VI populations in transportation decision making.
- D. Prevent the denial, reduction, or delay in benefits related to programs and activities that benefit minority populations or low-income populations.
- E. Ensure meaningful access to programs and activities by persons with Limited English Proficiency (LEP).

B. Agency Information

The City of Maplewood is committed to providing cost-effective, courteous and responsive service to all citizens, and to take a leading role in fostering a community that is a desirable place to live, work and play.

In 1908, Maplewood incorporated and became its own municipality. Maplewood is governed by the city council which is made up of seven members. Six of whom shall be nominated and elected by the qualified voters of their respective wards and the seventh member is the mayor. Council members and the mayor are elected to serve staggered three-year terms.

General public transit services are not provided by the City of Maplewood and instead are provided by Metro Transit. Metro Transit is a completely separate agency independent of the City of Maplewood. The City of Maplewood has 1 vehicle that provides shuttle transportation to residents 60+ or disabled residents.



C. Notice to the Public

Notifying the Public of Rights under Title VI/ADA

City of Maplewood posts Title VI/ADA notices on our agency's website, in public areas of our agency and on our buses and/or paratransit vehicles.

City of Maplewood operates its programs and services without regard to race, color, or national origin, in accordance with Title VI of the Civil Rights Act of 1964.

City of Maplewood operates its programs and services without discrimination against individuals with disabilities, in accordance with the Americans with Disabilities Act of 1990.

For more information on the City of Maplewood's Title VI program, and the procedures to file a complaint, contact Tiffany Hyde, Assistant Public Works Director at [314-646-3640; t-hyde@cityofmaplewood.com; or visit our administrative office at City Hall, 7601 Manchester Road, Maplewood, MO 63143. For more information visit www.cityofmaplewood.com

If you believe you have been discriminated against on the basis of race, color, or national origin by the City of Maplewood, you may file a Title VI complaint by completing, signing, and submitting the agency's Title VI Complaint Form.

To obtain additional information about your rights under Title VI, contact: Tiffany Hyde at 314-646-3640.

How to file a Title VI/ADA complaint with the City of Maplewood:

1. To obtain a complaint form, please contact Tiffany Hyde, Title VI Coordinator, 7601 Manchester Road, Maplewood, MO 63143, phone 314-646-3640 Fax 314-646-3676 or email t-hyde@cityofmaplewood.com
2. In addition to the complaint process at City of Maplewood, complaints may be filed directly with the Federal Transit Administration, Office of Civil Rights, Region 7, 901 Locust Street-Suite 404, Kansas City, MO 64106. Phone number (816) 329-3920.
3. Complaints must be filed within 180 days following the date of the alleged discriminatory occurrence and should contain as much detailed information about the alleged discrimination as possible.
4. The form must be signed and dated, and include your contact information.

If information is needed in another language, contact Language Access Multicultural People at 314-842-0062.

D. Procedure for Filing a Title VI / ADA Complaint

Filing a Title VI / ADA Complaint

The complaint procedures apply to the beneficiaries of Maplewood's programs, activities, and services.

RIGHT TO FILE A COMPLAINT: Any person who believes they have been discriminated against on the basis of race, color, or national origin by the City of Maplewood may file a Title VI complaint by completing and submitting the agency's **Title VI / ADA Complaint Form**. Title VI / ADA Complaints must be received in writing within 180 days of the alleged discriminatory complaint.

HOW TO FILE A COMPLAINT: Information on how to file a Title VI / ADA complaint is posted on the city's website, and in public areas. You may download the City of Maplewood's Title VI / ADA Complaint Form at www.cityofmaplewood.com, or request a copy by writing to the City of Maplewood, 7601 Manchester Road, Maplewood, MO 63143. Information on how to file a Title VI / ADA complaint may also be obtained by calling Tiffany Hyde at 314-646-3640.

You may file a signed, dated complaint no more than 180 days from the date of the alleged incident. The complaint should include:

- Your name, address and telephone number.
- Specific, detailed information (how, why and when) about the alleged act of discrimination.
- Any other relevant information, including the names of any persons, if known, the city should contact for clarity of the allegations.

Please submit your complaint form to Tiffany Hyde, City of Maplewood, 7601 Manchester Road, Maplewood, MO 63143.

COMPLAINT ACCEPTANCE: City of Maplewood will process complaints that are complete. Once a completed Title VI / ADA Complaint Form is received, City of Maplewood will review it to determine if the City of Maplewood has jurisdiction. The complainant will receive an acknowledgement letter informing them whether or not the complaint will be investigated by the City of Maplewood.

INVESTIGATIONS: The City of Maplewood will generally complete an investigation within 90 days from receipt of a completed Title VI / ADA complaint form. If more information is needed to resolve the case, the City of Maplewood may contact the complainant. Unless a longer period is specified by the City of Maplewood, the complainant will have ten (10) days from the date of the letter to send the requested information to the Tiffany Hyde c/o City of Maplewood, investigator assigned to the case.

If the requested information is not received within that timeframe the case will be closed. Also, a case can be administratively closed if the complainant no longer wishes to pursue the case.

- A *closure letter* summarizes the allegations and states that there was not a Title VI violation and that the case will be closed.

- A *Letter of Finding (LOF)* summarizes the allegations and provides an explanation of the corrective action taken.

If the complainant disagrees with the City of Maplewood's determination, the complainant may request reconsideration by submitting the request in writing to the Title VI / ADA investigator within seven (7) days after the date of the letter of closure or letter of finding, stating with specificity the basis for the reconsideration. The City of Maplewood will notify the complainant of the decision either to accept or reject the request for reconsideration within ten (10) days. In cases where reconsideration is granted, the City of Maplewood will issue a determination letter to the complainant upon completion of the reconsideration review.

A person may also file a complaint directly with the Federal Transit Administration, at the FTA Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590.

If information is needed in another language, contact Language Access Multicultural People, 8050 Watson Road, St. Louis, MO 63119 at 314-842-0062.

**E. Monitoring Title VI Complaints, Investigations, Lawsuits
and Documenting Evidence of Agency Staff Title VI Training**

Documenting Title VI Complaints/Investigations

All Title VI / ADA complaints will be entered and tracked in the City of Maplewood’s complaint log. Active investigations will be monitored for timely response on the part of all parties. The agency’s Title VI Coordinator shall maintain the log.

Agency Title VI Complaint Log

Date complaint filed	Complainant	Basis of complaint R-C-NO	Summary of allegation	Pending status of complaint	Actions taken	Closure Letter (CL)	Letter of Finding (LOF)	Date of CL or LOF

Documenting Evidence of Agency Staff Title VI Training

Maplewood’s staff are given Title VI training, and agency can answer affirmatively to all the following questions:

1. Are new employees made aware of Title VI responsibilities pertaining to their specific duties?
2. Do new employees receive this information via employee orientation?
3. Is Title VI information provided to all employees and program applicants?
4. Is Title VI information prominently displayed in the agency and on any program materials distributed, as necessary?

F. Public Engagement Plan

Goal

The goal of the Public Engagement Plan is to have significant and ongoing public involvement, by all identified audiences, in the public participation process for major agency outreach efforts.

Objectives

- To understand the service area demographics and determine what non-English languages and other cultural barriers exist to public participation.
- To provide general notification of meetings and forums for public input, in a manner that is understandable to all populations in the area.
- To hold public meetings in locations that are accessible to all area stakeholders, including but not limited to minority and low-income members of the community.
- To provide methods for two-way communication and information and input from populations which are less likely to attend meetings.
- To convey the information in various formats to reach all key stakeholder groups.

Identification of Stakeholders

Stakeholders are those who are either directly or indirectly affected by an outreach effort, system or service plan or recommendations of that plan. Stakeholders include but are not limited to the following:

- City Council – the policy making body of the City. The role of the City Council is to direct the City Manager as to budget, finance and policy issues.
- Advisory Bodies – non-elected advisory bodies review current and proposed activities of the agency, and are encouraged to be active in the agency's public engagement process. Advisory bodies provide insight and feedback to the agency.
- Agency Transit riders and clients
- Minorities, low-income populations and/or limited English proficient persons
- Local jurisdictions and other government stakeholders
- Private businesses and organizations
- Employers
- Partner agencies

Elements of the Public Engagement Plan

It is necessary to establish a public participation plan that includes an outreach plan to engage minority and limited English proficient (LEP) populations.

Elements of the Public Engagement Plan include:

1. Public Notice

- a. Official notification of intent to provide opportunity for members of the general public to participate in public engagement plan development, including participation in open Board/council meetings, and advisory committees.

2. Public Engagement Process/Outreach Efforts:

- a. Public meetings
- b. Rider outreach
- c. Public hearings
- d. Services for the Disabled (Notices of opportunities for public involvement include contact information for people needing these or other special accommodations.)

Events such as public meetings and/or open houses are held at schools, churches, libraries and other non-profit locations easily accessible to public transit and compliant with the Americans with Disabilities Act.

3. Public Comment

- a. Formal public comment periods are used to solicit comments on major public involvement efforts around an agency service or system change.
- b. Comments are accepted through various means:
 - i. Dedicated email address.
 - ii. Website.
 - iii. Regular mail.
 - iv. Phone calls to City Hall 314-645-3600

4. Response to Public Input

All public comments are provided to the City Council prior to decision making. A publicly available summary report is compiled, including all individual comments.

Title VI Outreach Best Practices

City of Maplewood ensures all outreach strategies, communications and public involvement efforts comply with Title VI / ADA. City of Maplewood's Public Engagement Plan proactively initiates the public involvement process and makes concerted efforts to involve members of all social, economic, and ethnic groups in the public involvement process. Aligned with the above referenced communication tactics, the City of Maplewood provides the following:

- a. Title VI non-discrimination notice on agency's website.
- b. Services for Limited English Proficient persons. Upon advance notice, translators may be provided.

2022 – 2025 Title VI Program Public Engagement Process

City of Maplewood will conduct a Public Engagement Process for the 2022-2025 Title VI Program. This process includes a council meeting to seek input, provide education, and highlight key components of the Title VI Plan. Materials have been created to explain Title VI policies as well as provide education on how they relate to minority populations.

City of Maplewood will provide briefings to the City Council and will conduct a 30-day public comment period to provide opportunities for feedback on the 2022-2025 Title VI Program.

Comments are accepted during the public outreach period via:

- a. Email
- b. Mail
- c. Phone
- d. In person

Summary of 2018-2021 Public Outreach Efforts

Council Meetings	Parks & Recreation Commission
Plan & Zoning Commission	Library Board
Board of Adjustment	
Design & Review Board	
Sustainability Commission	

G. Language Assistance Plan

City of Maplewood's Limited English Proficiency Plan

This limited English Proficiency (LEP) Plan has been prepared to address City of Maplewood's responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964; Federal Transit Administration Circular 4702.1B, dated October 1, 2012, which states that the level and quality of transportation service is provided without regard to race, color, or national origin.

Executive order 13166, titled "Improving Access to Services for Persons with Limited English Proficiency," indicates that differing treatment based upon a person's inability to speak, read, write or understand English is a type of national origin discrimination. It directs each federal agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discriminations do not take place. This order applies to all state and local agencies which receive federal funds.

Service Area Description: Within the boundaries of City of Maplewood.

City of Maplewood has developed this LEP Plan to help identify reasonable steps for providing language assistance to persons with limited English proficiency who wish to access services provided by City of Maplewood. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English. This plan outlines how to identify a person who may need language assistance, and the ways in which assistance may be provided.

In order to prepare this plan, The City of Maplewood undertook the **four-factor LEP analysis** which considers the following factors:

Four Factor Analysis

1. The number and proportion of LEP persons eligible to be served or likely to be encountered in the service area:

A significant majority of people in the City of Maplewood service area are proficient in the English language. Based on the 2019: ACS 5-Year Estimates Census data, 1.1% of the population five years of age and older speak English "less than very well" – a definition of limited English proficiency.

LEP Population in Maplewood's Service Area

Population 5 years and over by language spoken at home and ability to speak English	Maplewood			Service Area Total	Percentage of Population 5 Years and Older
Population 5 Years and Over	7,571	0	0	7,571	100.00%
Speak English "less than very well"	0	0	0	0	0.00%
Spanish	134	0	0	134	1.77%
Speak English "less than very well"	32	0	0	32	0.42%
French, Haitian, or Cajun	7	0	0	7	0.09%
Speak English "less than very well"	0	0	0	0	0.06%
German	5	0	0	5	0.07%
Speak English "less than very well"	0	0	0	0	0.00%
Russian	0	0	0	0	0.00%
Speak English "less than very well"	0	0	0	0	0.00%
Indo-European	39	0	0	39	0.52%
Speak English "less than very well"	0	0	0	0	0.00%
Korean	4	0	0	4	0.05%
Speak English "less than very well"	0	0	0	0	0.00%
Chinese	75	0	0	75	0.99%
Speak English "less than very well"	19	0	0	19	0.25%
Vietnamese	36	0	0	36	0.48%
Speak English "less than very well"	17	0	0	17	0.22%
Tagalog	12	0	0	12	0.16%
Speak English "less than very well"	12	0	0	12	0.16%

Asian & Pacific Island	36	0	0	36	0.48%
Speak English "less than very well"	0	0	0	0	0.00%
Arabic	0	0	0	0	0.00%
Speak English "less than very well"	0	0	0	0	0.00%
All Other	42	0	0	42	0.55%
Speak English "less than very well"	0	0	0	0	0.00%

2. Frequency of Contact by LEP Persons with Maplewood's Services:

City of Maplewood staff reviewed the frequency with which office staff, dispatchers and drivers have, or could have, contact with LEP persons. To date, City of Maplewood has, on average, zero request per month for an interpreter.

LEP Staff Survey Form	
The City of Maplewood is studying the language assistance needs of its riders so that we can better communicate with them if needed.	
1. How often do you come into contact with passengers who do not speak English or have trouble understanding you when you speak English to them?	DAILY WEEKLY MONTHLY LESS THAN MONTHLY
2. What languages do these passengers speak?	
3. What languages (other than English) do you understand or speak?	
4. Would you be willing to serve as a translator when needed?	

Frequency of Contact with LEP Persons	
Frequency	Language Spoken by LEP Persons
Daily	
Weekly	
Monthly	
Less frequently than monthly	

3. The importance of programs, activities or services provided by City of Maplewood to LEP persons:

Outreach activities, summarized in City of Maplewood's Title VI Public Engagement Plan, include events such as public meetings at City Hall, schools, churches, libraries and other non-profit locations, and include specific outreach to LEP persons to gain understanding of the needs of the LEP population, and the manner (if at all) needs are addressed.

Outside Organization LEP Survey

Organization: _____

1. What language assistance needs are encountered?
2. What languages are spoken by persons with language assistance needs?
3. What language assistance efforts are you undertaking to assist persons with language assistance needs?
4. When necessary, can we use these services?

4. The resources available to City of Maplewood and overall cost to provide LEP assistance:

Strategies for Engaging Individuals with Limited English Proficiency include:

1. Language line. Upon advance notice, translators can be provided.
2. Written translations of vital documents (identified via safe harbor provision)
3. Website information.
4. To the extent feasible, assign bilingual staff for communication needs.

As applicable: Based on our demographic analysis (Factor 1) City of Maplewood has determined that no language group(s) within its service area meets Safe Harbor criteria requiring written translated "vital documents" by language group(s).

City of Maplewood will provide assistance and direction to LEP persons who request assistance.

Staff LEP Training

The following training will be provided to City of Maplewood staff:

1. Information on City of Maplewood's Title VI Procedures and LEP responsibilities.
2. Description of language assistance services offered to the public.
3. Use of Language Identification Flashcards.
4. Documentation of language assistance requests.

Monitoring and Updating the LEP Plan

The LEP Plan is a component of City of Maplewood's Title VI Plan requirement.

The City of Maplewood will update the LEP plan as required. At minimum, the plan will be reviewed and updated when it is clear that higher concentrations of LEP individuals are present in the Maplewood service area. Updates include the following:

1. How the needs of LEP persons have been addressed.
2. Determine the current LEP population in the service area.
3. Determine as to whether the need for, and/or extent of, translation services has changed.
4. Determine whether local language assistance programs have been effective and sufficient to meet the needs.
5. Determine whether City of Maplewood's financial resources are sufficient to fund language assistance resources as needed.
6. Determine whether City of Maplewood has fully complied with the goals of this LEP Plan.
7. Determine whether complaints have been received concerning City of Maplewood's failure to meet the needs of LEP individual.

H. Advisory Bodies

Table Depicting Membership of Committees, Councils, By Race

Committee	Caucasian	Latino	African American	Asian American	Other	Total
Board of Adjustment	5					100%
City Council	6		1			100%
Design and Review	5					100%
Park Board	7					100%
Planning & Zoning	7					100%
Sustainability	6		1			100%

Description of efforts made to encourage minority participation on committees:

- We publish the need for members for the various Boards in the citywide newsletters
- We encourage the participants in our spring and fall citizen's academy to serve on the various Boards

I. Subrecipient Assistance

Subrecipient Assistance

OPTION A

The City of Maplewood does not have any subrecipients.

OPTION B

Primary recipients should provide subrecipients:

- Sample public notices, Title VI complaint procedures, and the recipient's Title VI complaint form.
- Sample procedures for tracking and investigating Title VI complaints filed with a subrecipient.
- Direction regarding obtaining demographic information of population served by subrecipients.
- Technical assistance.
- Reviews of Title VI Programs; follow-up as necessary.

J. Subrecipient Monitoring

Subrecipient Monitoring

OPTION A

The City of Maplewood does not have any subrecipients.

OPTION B

Primary recipients must monitor subrecipients.

- Non-compliant subrecipient means primary recipient is also non-compliant.

Primary recipients shall:

- Document process for ensuring all subrecipients are complying with the general and specific requirements.
- Collect and review subrecipients' Title VI Programs.
- At FTA's request, the primary recipient shall request that subrecipients who provide transportation services verify that their level and quality of service is equitably provided.

K. Equity Analysis of Facilities

OPTION A

The City of Maplewood has not constructed any storage facilities, maintenance facilities, or operations centers in the last three years.

Equity Analysis Guidance

Refer to FTA Title VI Circular 4702.1B Chapter III, section 13.

Demographic data and mapping

Guidance may be obtained from either a Regional Planning Commission or Metropolitan Planning Organization.

L. System-Wide Service Standards and Policies*

NOT APPLICABLE

****applies to all fixed route providers (including those that do not meet volume threshold)***

**Template for System-Wide Service Standards (1. 2. 3. 4.)
is presented in detail
in FTA Circular 4702.1B Appendix G.**

**Template for System-Wide Service Policies (1. 2.)
is presented in detail
in FTA Circular 4702.1b Appendix H.**

**NOTE: Template for Major Service Change and Impact Policies
is located at O. Service and Fare Equity Analysis.**

M. Requirement to Collect and Report Demographic Data*

NOT APPLICABLE

****applies to providers that operate 50 or more fixed route transit vehicles in peak service;
and 200,000+ population.***

**Template for Demographic Profile and Travel Patterns
is presented in detail
in FTA Circular 4702.1B Appendix I.**

N. Requirement to Monitor Transit Service*

NOT APPLICABLE

****applies to providers that operate 50 or more fixed route transit vehicles in peak service;
and 200,000+ population.***

**Template for Demographic Profile and Travel Patterns
is presented in detail
in FTA Circular 4702.1B Appendix J.**

O. Service and Fare Equity Analysis*

NOT APPLICABLE

****applies to providers that operate 50 or more fixed route transit vehicles in peak service; and 200,000+ population.***

Major Service Change and Impact Policies

The Board of Directors of _____ has established formal hearing procedures for the adoption of major changes in transit routes.

A major change in route includes the addition or elimination of a route within _____'s transit system, **increasing or decreasing the number of service hours operated on a route by 25% or more, or routing changes that alter 25% or more of a route's path**. Minor changes to an existing route shall not constitute a "major change in route".

A service change that is deemed a "Major Service Change" based on the description above would require a Title VI analysis.

Service changes that are deemed as a "Major Service Change" will also be required to have disparate impact analysis and disproportionate burden analysis done.

The _____ Title VI Program includes disparate impact and disproportionate burden policies.

_____ 's Disparate Impact and Disproportionate Burden Policy

Adverse Effects: Major Service Change proposals and all fare change proposals shall be analyzed to measure and compare the level of adverse effect (loss) or benefit (gain) between minority and non-minority populations and between low-income and non-low-income populations as determined by demographic analysis of proposed changes and U.S. Census data and transit rider data.

What is Fair?: [EXAMPLE] Determination of adverse impact is based on the federal standard described in Uniform Guidelines published by the Equal Employment Opportunity Commission (EEOC) known as the "four-fifths" rule. This standard requires benefits to accrue to protected populations at a rate at least four fifths (4/5) (or eighty percent) of the rate of unprotected populations. Likewise, adverse effects must be borne by unprotected populations at a rate at least four fifths (4/5) (or eighty percent) of the rate for protected populations.

Stated another way, the maximum acceptable difference (positive or negative) in level of benefit between protected and unprotected populations is [20%]. For changes in transit service or transit fare rates, this standard applies as follows for minority and low-income populations.

Disparate impact on minority populations: If the impact of a major service change proposal or any fare change proposal requires a minority population to receive benefits [twenty percent (20%)] less or to bear adverse effects [twenty percent (20%)] more than those benefits or

adverse effects received or borne by the non-minority population, that impact will be considered a disparate impact.

Disproportionate burden on low income populations: If the impact of a major service change proposal or any fare change proposal requires a low-income population to receive benefits [twenty percent (20%)] less or to bear adverse effects [twenty percent (20%)] more than those benefits or adverse effects received or borne by the non-low-income population, that impact will be considered a disparate impact.

**Template for Service and Fare Equity Analysis
is presented in detail
in FTA Circular 4702.1B Appendix K.**

Adopted by City of Maplewood

Effective February 2022

Michael Reese, City Manager

Date

INTEROFFICE MEMORANDUM



To: Mayor and City Council
From: Anthony J. Traxler, Assistant City Manager/Director of Public Works
Date: February 1, 2022
Subject: Bucket Truck Replacement

The Department of Public Works needs to replace the current bucket truck which is a 1984 Chevy 3500 fire department rescue truck. The truck was converted into a bucket truck approximately 20 years ago. Required repairs far exceed the value of the truck and due to its age, getting parts has become increasingly difficult.

The public works department utilizes the truck for items such as tree trimming (primary purpose), banner or sign replacement, holiday and antique street lighting which means it is not in service on an everyday basis. Therefore, after researching the cost for a new truck (approximately \$120,000), staff decided it would be a better use of city funds to purchase a used bucket truck. After looking for bucket trucks all over the country, staff found a dealer out of Washington, MO that has a 2011 Ford F350 bucket truck for sale for \$47,900. Maplewood staff test drove the truck and our mechanic ran diagnostic tests and the truck is in good working condition and would meet the department's needs.

The department previously budgeted \$85,000 to replace an aging dump truck. However, due to the mechanical issues we are experiencing with the bucket truck, it now makes more sense to use the dump truck funds to purchase the bucket truck and wait until next year to replace the dump truck. Funds for this truck will be split equally from the half-cent capital improvements sales tax fund (2400 account) and the half-cent parks sales tax fund (2800 account). Please see the attached resolution requesting City Council approval of the bucket truck. If you have any questions, comments or concerns regarding this matter, feel free to contact me at 646-3635.

RESOLUTION

R22-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO PURCHASE A 2011 FORD F350 BUCKET TRUCK FOR \$47,900.

WHEREAS, the current bucket truck is twenty-eight years old, has numerous mechanical problems that exceed the value of the truck and needs to be replaced; and

WHEREAS, city staff researched used bucket trucks across the nation to locate a truck that would meet the needs of the public works department for a market value price.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS: The City Manager is hereby authorized to purchase a 2011 Ford F350 bucket truck for \$47,900.

Passed this 8th day of February 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

Approved this 8th day of February 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk



INTEROFFICE MEMORANDUM

TO: Michael D. Reese, City Manager
FROM: Karen Dilber, CPA
DATE: January 25, 2022
RE: LAGERS Administration of Police and Fire Pension

Michael,

The City of Maplewood contracted with Missouri LAGERS pension system on 4/1/1970 to provide a defined benefit pension plan for its non-public safety employees. In January 2011, the active public safety employees were brought onto the LAGERS pension system, making our previous Police and Fire Pension system inactive. Currently we have 20 retirees and beneficiaries receiving benefits under the old plan. In August 2016, RSMo 70.621 made it legal for political subdivisions to have LAGERS administer prior non-LAGERS retirement plans.

On 7/14/2021, the Police and Fire Pension Board met to discuss the future of the old Police and Fire Pension plan, and they voted to move administration of the inactive Police and Fire Pension plan to Missouri LAGERS. The goal for implementation of this change is April 1, 2022.

Prior to the move to LAGERS, the Pension Board also voted to put in place a one-time five percent (5%) increase in monthly benefits for the current retirees and beneficiaries under the old pension plan. We anticipate this increase going into effect with their March 2022 payment, as their benefits freeze once LAGERS takes over. The total cost with the 5% increase is \$5,640,320, and will be paid with assets in the Police and Fire Pension Trust account.

There are four requirements that need to be met before LAGERS can take over administration of the legacy Police and Fire Pension Plan. They are as follows:

- 1) The City is required to amend its ordinances to reflect LAGERS' becoming the administrative body.
- 2) The Pension Board needs to approve LAGERS administration of the plan.
- 3) The City enters into an agreement with LAGERS to take over administration of the legacy pension plan.
- 4) The actuarial valuation report needs to be available for public inspection for 45 days.

The ordinance revisions and Joinder Agreement are scheduled to be on the February 8, 2022 Council meeting agenda (Items 1 and 3). The Pension Board held a public meeting on July 14, 2021 and approved LAGERS administration of the legacy pension plan. The LAGERS actuarial valuation for the takeover was posted on the City's website on December 21, 2021, and the 45 day inspection period ends on February 3, 2022.

Attached are copies of the 7/14/2021 Police and Fire Pension Board minutes, a copy of the agenda, and a copy of the LAGERS Actuarial Valuation report.

If, after reviewing this information, you have any questions, please let me know.

AGENDA
MAPLEWOOD POLICEMEN'S AND FIREMEN'S PENSION FUND
BOARD OF TRUSTEES MEETING
WEDNESDAY, JULY 14, 2021
11:00 A.M.

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Public Forum
5. Discussion of the actuarial report provided by the Missouri Local Government Employees Retirement System (LAGERS), including the supplemental information contained in reference to improving the current benefit levels of the pensioners receiving benefits via the city's closed Policemen's and Firemen's Pension Fund and subsequently transferring the administration of the closed fund to LAGERS.
6. Motion to approve increasing the benefits of the pensioners receiving benefits from the city's closed Policemen's and Firemen's Pension Fund by five (5) percent as a one-time increase.
7. Motion to approve adoption of the required LAGERS Joinder Agreement, which appoints LAGERS as administrator and trustee of the Policemen's and Firemen's Pension Fund, after the 45-day public inspection period has expired.
8. Motion to allow the city to take all other necessary steps to transfer administration of the closed Policemen's and Firemen's Pension Fund, and transfer of all or a portion of the assets held, to LAGERS.
8. Any other business that needs to come before the Board
9. Adjournment

MAPLEWOOD POLICEMENS'S AND FIREMEN'S PENSION FUND
BOARD OF TRUSTEES MEETING
JULY 14, 2021

The Board of Trustees meeting was called to order by Terry Merrell at 11:00 A.M.

ROLL CALL: PRESENT, Justin Cosma, Alfred A "Skip" Watkins, Jeff Camilleri, Terry Merrell, Anthony Traxler

Visitor: Ray Holthausen, Peter Marsac, Susan Wadsworth, Karen Dilber

Approval of the Agenda: Motion by Anthony Traxler, seconded by Justin Cosma. No objections noted.
Approved

No public forum

Discussion of the actuarial report provided by the Missouri Local Government Employees Retirement System (LAGERS), including the supplemental information contained in reference to improving the current benefit levels of the pensioners receiving benefits via the city's closed Policemen's and Firemen's Pension Fund and subsequently transferring the administration of the closed fund to LAGERS.

T. Merrell: City had their own administrative fund for Police and Fire pension system until 2011 when current and future pension system employees were moved to LAGERS, effective Jan 1, 2011. Service agreements were made with LAGERS to make every current employee whole from the start as if they were members the entire time through a prior service agreement. The fund couldn't support a lump sum payment to LAGERS to purchase that Prior Service Credit so LAGERS allowed a 30 year amortized plan make payments to LAGERS to pay off that service credit. We are in year 11 of the payment plan. The pension investment fund has increased in value. The option for LAGERS to take over legacy pension was not available before but is now. We would like LAGERS to take over the closed system, but prior to that the City would like to give current members of the legacy pension a 5% one time increase. The final decision is to be made by a majority vote of the council based on recommendations from this board. The board needs to vote on these issues today and approved or disapprove so that we can bring the issue before the council.

The one-time increase would need to be made before the transfer to LAGERS because once transfer is complete NO changes are allowed; the fund is frozen.

J. Camilleri: Is the fund fully funded

K. Dilber: Overfunded, but unsure of the exact amount. Annual actuarial report indicates a negative actuarial required contribution of a least (\$500,000).

J. Camilleri: How did board come up with 5% or 10%.

T. Merrell: Finically, 10% was not viable but 5% was better.

K. Dilber: One time increase not perpetual, and we ran the computation on different numbers to determine which percentage would give retirees the greatest benefit, but still be affordable.

J. Camilleri: With the overfunding, how will that work? Will they still be in a separate pool in LAGERS or will they be with other future retirees? And how does that work with the dollar transfer?

K. Dilber: Not familiar with the administration of LAGERS, every city is part of the program but we are in individual buckets. Our financial statements and actuarial reports are just for the City of Maplewood.

When we make transition, the assumption is that they would be included as part of our bucket but listed as a sub-bucket of our bucket. We currently have 21 legacy pension retirees.

J. Camilleri: With the fund being overfunded by \$500, 000, does that money stay with the city or does that money get passed on to LAGERS?

K. Dilber: LAGERS has a certain amount that has to be transferred for the current legacy pensions in order for them to be taken on by LAGERS.

The city is looking into other options for the remaining funds. One option is to pay down the outstanding balance on the 30- year prior service credit for the active police and fire LAGERS employees.

The fund is also being used to pay the contribution for active employees to LAGERS, as the payroll deduction and revenue stream is specific to the police and fire pensions. LAGERS invoices us monthly and we pay them directly.

No further discussion, move on to the next agenda item.

Motion to approve increasing the benefits of the pensioners receiving benefits from the city's closed Policemen's and Firemen's Pension Fund by five (5) percent as a one-time increase.

Motion by Skip Watkins, seconded by Anthony Traxler

No discussion

Vote

Approved, motion carried

ROLL CALL: Justin Cosma (aye), Alfred A "Skip" Watkins(aye), Jeff Camilleri(aye), Terry Merrell(aye), Anthony Traxler(aye)

Unanimously passed.

Motion to approve adoption of the required LAGERS Joinder Agreement, which appoints LAGERS as administrators and trustee of the Policemen's and Firemen's Pension Fund, after the 45-day public inspection period has expired.

T. Merrell: LAGERS has stated we would not have to have another meeting but a pension board member would have to sign the agreement.

J. Camilleri: Any downside? Benefits stay the same? Happy with service?

T. Merrell: The city's system is administered by Karen Dilber and her assistant. LAGERS is better staffed and works well with employees, and is solely dedicated to employees' pensions administration.

LAGERS is the best public funded pension in the country. General employees have been covered since the mid-1970's when LAGERS originally began.

J. Camilleri: Why not earlier?

T. Merrell: LAGERS didn't have the means until 5 or 6 years ago. When they pursued a statute change with the state there were 2 hold-ups:

We couldn't make the numbers work

We were unable to enter into a payment schedule

When we looked earlier, numbers aligned but the way LAGERS statute read, we couldn't do a payment plan without relinquishing management to LAGERS. We couldn't make payments without our own board approval.

Now, because the fund has done well with investments, it is now viable to send them the lump sum payment without compromising our ability to make future payments for active employees.

A. Traxler: Market is high, do it now.

K. Dilber: Political climate is always changing, moving the funds means money is guaranteed to go to the pensioners.

T. Merrell: If the city were to go bankrupt, money that is placed with the LAGERS for the legacy pensioners stays intact and the pensioners will continue to be paid. If the mayor and council were to decide that the current level of membership were too high and decide to drop to a lower level, LAGERS says everyone on current plan maintains benefits at the level they were earned, and any reduction in benefits would be prospective instead of retroactive.

Motion by Justin Cosma, seconded by Jeff Camilleri

ROLL CALL: Justin Cosma (aye), Alfred A "Skip" Watkins(aye), Jeff Camilleri(aye), Terry Merrell(aye), Anthony Traxler(aye)

Unanimously passed

Approved.

No discussion.

Motion to allow the city to take all other necessary steps to transfer administration of the closed Policemen's and Firemen's Pension Fund, and transfer of all or a portion of the assets held, to LAGERS.

T. Merrell: Paying down the previous obligation is one example of "all necessary steps", as well as changing the structure of our investments. PNC handles our investments and we want to invest conservatively the portion of the funds that need to be sent to LAGERS, in case the market crashes after we make the payment to LAGERS. The remaining funds can be invested at the discretion of the City Manager.

J. Camilleri: Karen are you able to make changes to the investments prior the transfer being finalized?

K. Dilber: Yes, but the City Manager has the investment authority and already signed the agreement to move the funds we need to transfer to LAGERS on behalf of the legacy pension into a more conservative investment fund.

Motion by Anthony Traxler, seconded by Jeff Camilleri.

ROLL CALL: Justin Cosma (aye), Alfred A "Skip" Watkins(aye), Jeff Camilleri(aye), Terry Merrell(aye), Anthony Traxler(aye)

Approved, motion carried.

Any Other business that needs to come before the Board

Skip Watkins: Am I out of business after almost 25 plus years?

T. Merrell: Not totally yet, once the council moves on our decisions the board will be dissolved and be replaced by LAGERS.

S. Watkins: Has the 45 days started?

T. Merrell: Council can't open the 45-day inspection period until after this meeting. We expect the legacy pensioners to be in LAGERS by January 2022. The 5% could be as early as October 2021.

A. Traxler: The ordinance would be read by the council on the 2nd and 4th meeting in September. It would go into effect 15 days later.

K. Dilber: A change order through PNC, needs to be put in by the 10th of October in order to be issued by the 28th, so it might be November before they see it because of the timing issue.

Adjournment

Motion by Justin Cosma, seconded by Anthony Traxler

Meeting adjourned.



The Initial Valuation for

The City of Maplewood

Legacy Plan as of December 31, 2021



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Appendix IV	
Risk Commentary	





December 17, 2021

The City of Maplewood
Maplewood, Missouri

Ladies and Gentlemen:

Submitted in this report are the results of the actuarial valuation prepared to determine the employer contribution rates required to support, for your employees, the legacy plan benefits that may be administered by the Missouri Local Government Employees Retirement System (LAGERS). This report contains the information needed to comply with Missouri state disclosure requirements regarding the adoption of LAGERS benefits by a political subdivision (Sections 105.660 - 105.685 RSMo).

If there are active members still participating in the legacy plan, the contribution requirement to pay for benefits likely to accrue as a result of future service of your employees is described as the current cost plus the disability cost. This contribution rate, expressed as a percent of active member payroll, will depend on the benefit provisions of the legacy plan.

The contribution requirement to pay for benefits likely to result from service rendered by your employees before you join LAGERS is described as the prior service cost. The value established for prior service is called the actuarial accrued liability. The value of the actuarial accrued liability in excess of the actuarial value of assets is called the unfunded actuarial accrued liability.

Section 70.730 of the Revised Statutes of Missouri requires participating employers to contribute the current cost, disability cost and prior service cost. The employer contribution rate for a legacy plan valuation group will be expressed as a dollar amount. These contributions are mandatory after official action has been taken to join the System.

The total annual dollar costs shown on the results pages represent the dollar cost for a one-year period based on the data reported for this actuarial valuation. In budgeting amounts for LAGERS contributions you should consider any changes in data which have been made since data was submitted for the valuation and any changes anticipated to be made before the end of the period for which you are preparing the budget.

The actuarial assumptions and methods used to determine the stated costs are described in Appendix II of this report. In our opinion, they do produce results which, in the aggregate, are reasonable. Additional miscellaneous and technical assumptions as well as disclosures required by the Actuarial Standards of Practice may be found in the LAGERS Compiled Annual Actuarial Valuation report as of February 29, 2020.

This report was prepared using our proprietary valuation model and related software which, in our professional judgment, has the capability to provide results that are consistent with the purposes of the valuation and has no material limitations or known weaknesses. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

The computed contributions required for LAGERS participation will permit the System to continue to operate in accordance with the actuarial principles of level cost financing and the state law which governs LAGERS. Summary of benefit provisions can be found in Appendix III.

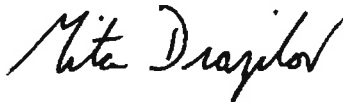
Please note that this entire report must be available as public information for at least 45 calendar days prior to the date final official action is taken by your governing body to join the System. You may wish to make notice of this report in the official minutes of the next meeting of your governing body. This action would not be binding on your subdivision, yet would establish the beginning date of the 45-day waiting period.

In accordance with the LAGERS Board policy, the employer contributions established by this valuation report are valid for purposes of joining the System for a one-year period from the date of this valuation which was December 31, 2021. The valuation was based on data furnished from your records concerning individual employees.

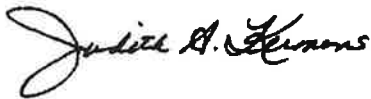
If you have any questions concerning this report or LAGERS in general, please contact the LAGERS office in Jefferson City, Missouri.

Mita D. Drazilov and Judith A. Kermans are Members of the American Academy of Actuaries and meet the Qualification Standards of the Academy of Actuaries to render the actuarial opinions contained herein.

Respectfully submitted,



Mita D. Drazilov, ASA, FCA, MAAA



Judith A. Kermans, EA, FCA, MAAA

MDD/JAK:dj



The City of Maplewood Police Members

	Legacy Plan as of December 31, 2021
Actuarial Accrued Liability	
Active Members	\$ -
Inactive Members	-
Retirants and Beneficiaries	2,174,893
Total	\$ 2,174,893
Actuarial Value of Assets *	\$ 2,174,893
Unfunded Actuarial Accrued Liability	\$ -
Prior Service Cost	\$ -

** Market value of assets for the legacy plan.*

A 15-year level dollar amortization period was used for the legacy plan.

It is our understanding that the City is transferring assets into LAGERS sufficient to fund 100% of the actuarial accrued liability.

The above calculations assume that the City grants a permanent one-time increase to future retiree monthly benefits of 5%. The 5% increase in benefits increased the actuarial accrued liability by approximately \$103,600.

The results provided in this report are as of the valuation date of December 31, 2021. Please request an updated payment amount upon electing to join LAGERS if any significant changes have occurred.



The City of Maplewood Police Members

Valuation Year	Estimated Employer Contribution Annual Dollars	Unfunded Actuarial Accrued Liability
2022	\$ -	\$ -
2023	-	-
2024	-	-
2025	-	-
2026	-	-
2027	-	-
2028	-	-
2029	-	-
2030	-	-
2031	-	-

Notes regarding the above projections:

- 1) The purpose of the above projections is to comply with the requirements of Section 105.665 of the Revised Statutes of Missouri (RSMo). The projection results may not be applicable for other purposes.



The City of Maplewood Fire Members

	Legacy Plan as of December 31, 2021
Actuarial Accrued Liability	
Active Members	\$ -
Inactive Members	-
Retirants and Beneficiaries	3,465,350
Total	\$ 3,465,350
Actuarial Value of Assets *	\$ 3,465,350
Unfunded Actuarial Accrued Liability	\$ -
Prior Service Cost	\$ -

** Market value of assets for the legacy plan.*

A 15-year level dollar amortization period was used for the legacy plan.

It is our understanding that the City is transferring assets into LAGERS sufficient to fund 100% of the actuarial accrued liability.

The above calculations assume that the City grants a permanent one-time increase to future retiree monthly benefits of 5%. The 5% increase in benefits increased the actuarial accrued liability by approximately \$165,000.

The results provided in this report are as of the valuation date of December 31, 2021. Please request an updated payment amount upon electing to join LAGERS if any significant changes have occurred.



The City of Maplewood Fire Members

Valuation Year	Estimated Employer Contribution Annual Dollars	Unfunded Actuarial Accrued Liability
2022	\$ -	\$ -
2023	-	-
2024	-	-
2025	-	-
2026	-	-
2027	-	-
2028	-	-
2029	-	-
2030	-	-
2031	-	-

Notes regarding the above projections:

- 1) The purpose of the above projections is to comply with the requirements of Section 105.665 of the Revised Statutes of Missouri (RSMo). The projection results may not be applicable for other purposes.



The City of Maplewood

Summary of Data Included in the Valuation

Retirants and Beneficiaries as of December 31, 2021

<u>Division</u>	<u>Number</u>	<u>Annual Benefits</u>	<u>Avg. Age</u>
Police	8	\$208,699	68.8 years
Fire	13	382,958	69.6 years



Comments

Comment A: Please see Appendix I that details the Actuarial Funding Policy for legacy plans.

Comment B: The long-term cost (C) of providing retirement benefits depends only on the benefits (B) that are paid to participants, the expenses (E) of administering the plan, and the investment return (I) generated on invested assets: $C = B + I - E$. For a given level of benefits, the cost of providing those benefits is lowered if administrative expenses are lowered or investment income is increased.

Comment C: It is expected that current and future retirees and beneficiaries from legacy plans joining LAGERS will be maintained separately from the Benefit Reserve Fund (BRF). Investment and mortality risk for legacy plan retirees would only affect the computed employer contribution rate of the legacy plan political subdivision. However, once the legacy plan meets certain conditions, the remaining retiree liabilities could be considered pooled with the BRF. These conditions are that the legacy plan has no active members and the actuarial accrued liability for the legacy plan is no greater than a Board established threshold.

Any actuarial experience (positive or negative) subsequent to the legacy plan becoming pooled will be borne by the BRF. While this provides contribution rate stability to the legacy plan, there will be no assets (if any remain) returned to the employer once the last retiree or beneficiary becomes deceased. The employer will also not be asked for additional contributions to the legacy plan if experience is worse than expected. Even if the pooled legacy plan runs out of money, benefits will continue to be paid as long as the scheduled contribution payments have been made.



APPENDIX I

ACTUARIAL FUNDING POLICY – LEGACY PLANS

Missouri LAGERS Actuarial Funding Policy – Legacy Plans

Introduction

The purpose of this Actuarial Funding Policy is to record the funding objectives and policy set by the Board of Trustees (Board) for legacy plans (i.e., old plans) that elect to participate in the Missouri Local Government Employees Retirement System (LAGERS). The Board establishes this Funding Policy to help ensure the systematic accumulation of assets needed to pay future benefits for these legacy plan members of LAGERS and to help ensure that the other participating employers in LAGERS are not materially affected by these legacy plans' participation in LAGERS.

In 2012, the Governmental Accounting Standards Board (GASB) approved two new financial reporting standards. GASB Statement No. 67, "Financial Reporting for Pension Plans" replaces the requirements of Statement No. 25. GASB Statement No. 68, "Accounting and Financial Reporting for Pensions" replaces the requirements of Statements No. 27 and No. 50. The new GASB statements separate accounting cost (expense) from funding cost (contributions), necessitating the creation of this funding policy.

The LAGERS Board of Trustees adopted this Funding Policy in October, 2017. This funding policy shall be reviewed by the Board annually through the completion of the first experience study after adoption of this Funding Policy. Subsequently, it shall be reviewed every five years in conjunction with the experience study.

Funding Objectives

1. Maintain adequate assets so that current plan assets plus future contributions and investment earnings should be sufficient to fund all benefits expected to be paid to members and their beneficiaries.
2. Maintain stability of employer contribution rates, consistent with other funding objectives.
3. Maintain public policy goals of accountability and transparency. Each policy element is clear on intent and effect, and each should allow an assessment of whether, how and when the funding requirements of the plan will be met.
4. Monitor material risks to assist in any risk management strategies the Board deems appropriate.
5. Promote intergenerational equity. Each generation of members and employers should incur the cost of benefits for the employees who provide services to them, rather than deferring those costs to future members and employers.
6. Provide a reasonable margin for adverse experience to help offset risks.
7. Review investment return assumption in conjunction with the periodic asset liability study and in consideration of the Board's risk profile.
8. Continue progress of systematic reduction of the Unfunded Actuarial Accrued Liabilities (UAAL).
9. Ensure that the participation in LAGERS by legacy plans does not significantly affect the risks associated with LAGERS participation for other LAGERS participating employers.



Elements of Actuarial Funding Policy

1. Actuarial Cost Method

The Individual Entry Age Normal actuarial cost method of valuation shall be used in determining the Actuarial Accrued Liability (AAL) and Normal Cost. Differences in the past between assumed experience and actual experience ("actuarial gains and losses") shall become part of the AAL. The Normal Cost shall be determined on an individual basis for each active member.

2. Actuarial (Funding) Value of Assets Method

The investment gains or losses of each valuation period, resulting from the difference between actual investment return and assumed investment return, shall be recognized annually in level amounts over five years in calculating the Funding Value of Assets. Regardless of the results obtained from the smoothing method described above, the Funding Value of Assets shall not diverge from the Market Value of Assets by more than 20%.

3. Amortization Method

- a. For each employer, a level percent of payroll amortization method shall be used to systematically pay off the UAAL over a closed period of years.
- b. The amortization period associated with each amortization base for an employer will be a closed period of years.
- c. Changes in the UAAL due to actuarial gains or losses for each annual actuarial valuation or from changes to actuarial assumptions will be amortized over a closed 15-year period. For legacy plans that only have non-active members, changes in the UAAL due to actuarial gains or losses for each annual actuarial valuation or from changes to actuarial assumptions will be amortized over a closed 10-year period.
- d. For legacy plans that have active members, the initial UAAL for a new employer joining LAGERS will be amortized over a closed 20-year period. For legacy plans that only have non-active members, the initial UAAL for a new employer joining LAGERS will be amortized over a closed 15-year period.

4. Funding Target, Computed Employer Contribution Rates, Interest Credits and Participation in the Casualty Reserve Fund and Benefit Reserve Fund

- a. The targeted funded ratio shall be 100%.
- b. With the exception of provision 4.h, a valuation group of a legacy plan will be separately experience rated. That is, the legacy plan will not participate in the Casualty Reserve Fund (CRF) nor the Benefit Reserve Fund (BRF) and the actuarial experience of all the legacy plan's members will only affect the actuarial valuation results of the legacy plan's valuation group.
- c. For a valuation group (e.g., police), if there are both LAGERS members and legacy plan members, separate employer contribution rates will be computed. The employer contribution rate for a legacy plan valuation group will be expressed as a dollar amount.
- d. When a legacy plan joins LAGERS, if there are both LAGERS members and legacy plan members, the LAGERS valuation group's employer contribution rate will become the uncapped employer contribution rate.



- e. For the 1% of payroll contribution rate increase limitation provided in Section 70.730 of the Revised Statutes of Missouri (RSMo), a combined employer contribution rate expressed as a percentage of total (i.e., LAGERS plus legacy plan) payroll will be determined (including when the legacy plan has active members and when the legacy plan does not have active members). Both the LAGERS valuation group's employer contribution rate and the combined employer contribution rate shall be subject to the 1% of payroll contribution increase limitation.
- f. Benefit payments for retirees of the legacy plan will be paid out of the Employer Accumulation Fund (EAF) until the conditions in 4.h. are met.
- g. For the year end June 30th interest crediting process, interest credits shall first be allocated between legacy plans and LAGERS plans to ensure that legacy plans and LAGERS plans receive the same market value interest credits. After this initial step, for LAGERS plans, the standard interest crediting process will occur. For legacy plans, an interest crediting process will be established to follow the legacy plans' benefit provisions.
- h. When a legacy plan meets the following conditions, the legacy plan may participate in the pooled BRF (this is determined at the valuation group level)
 - i. The legacy plan has no active members.
 - ii. The actuarial accrued liability for the legacy plan is no greater than a Board established threshold.

If applicable, at the time a legacy plan first participates in LAGERS, the legacy plan's initial valuation actuarial accrued liability will be rolled-forward to the legacy plan's LAGERS membership date for purposes of applying this test.

- i. If the legacy plan meets the requirements of provision 4.h, then
 - i. If the legacy plan has a positive UAAL, a fixed payment schedule may be established over a reasonable number of years to be determined by LAGERS Staff (e.g., 10 to 15 years).
 - ii. If the legacy plan has a negative UAAL, the overfunding amount may be used in the computation of the LAGERS plan employer contribution rate.
 - iii. Any actuarial experience (positive or negative) subsequent to the transfer of the legacy plan to the BRF will be borne by the BRF.

5. Risk Management

a. Assumption Changes

- i. The actuarial assumptions used for investment return, wage inflation and mortality shall be those last adopted by the Board based on the most recent experience study and upon the advice of the actuary. All other necessary actuarial assumptions shall be established based upon the professional judgement of the actuary and may be subject to Board approval. The actuary may review legacy plan assumptions in conjunction with the normal five-year experience study process.
- ii. The actuarial assumptions can be updated during the five-year period if significant plan design changes or other significant events occur, as advised by the actuary.

b. Risk Measures

The following risk measures will be annually determined to provide quantifiable measurements of risk and their movement over time. For employers that have both a legacy plan and a LAGERS plan, combined results may be shown. The risk measures will be measured at the System level and employer level with the exception of (ii) which will be measured at the System level only.



- i. Classic measures currently determined
 - A. Funded ratio (actuarial value of assets / actuarial accrued liability)
 - B. UAAL amortization period (years required to pay down the UAAL based on current funding rates)
- ii. Dollar standard deviation of investment return / Total Payroll
 - Measures the risk associated with negative asset returns relative impact on the funded status of the plan. A decrease in this measure indicates a decrease in investment risk.
- iii. Total UAAL / Total Payroll
 - Measures the risk associated with contribution decreases relative impact on the ability to fund the UAAL. A decrease in this measure indicates a decrease in contribution risk.
- iv. Total Actuarial Value of Assets / Total Payroll
 - Measures the risk associated with the ability to respond to asset experience through adjustments in contributions. A decrease in this measure indicates a decrease in asset risk.
- v. Total AAL / Total Payroll
 - Measures the risk associated with the ability to respond to liability experience through adjustments in contributions. A decrease in this measure indicates a decrease in experience risk. This also provides a long-term measure of the asset risk in situations where the System has a funded ratio below 100%.
- c. Risk Control

The Board shall carefully monitor the risk measures above and shall consider steps to mitigate risk, particularly as the funded ratio increases. Risk mitigation may involve a reduction in the assumed rate of investment return. Examples of risk mitigating techniques include, but are not limited to:

 - i. Review asset allocation with a goal of reducing the standard deviation of the portfolio return
 - ii. Reduce asset-liability mismatching

Glossary

1. **Actuarial Accrued Liability (AAL):** The difference between (i) the actuarial present value of future plan benefits, and (ii) the actuarial present value of future normal cost. Sometimes referred to as “accrued liability” or “past service liability.”
2. **Actuarial Assumptions:** Estimates of future plan experience with respect to rates of mortality, disability, turnover, retirement, rate or rates of investment income and salary increases. Decrement assumptions (rates of mortality, disability, turnover and retirement) are generally based on past experience, often modified for projected changes in conditions. Economic assumptions (salary increases and investment income) consist of an underlying rate in an inflation-free environment plus a provision for a long-term average rate of inflation.



3. **Actuarial Cost Method:** A mathematical budgeting procedure for allocating the dollar amount of the “actuarial present value of future plan benefits” between the actuarial present value of future normal cost and the actuarial accrued liability. Sometimes referred to as the “actuarial funding method.”
4. **Actuarial Gain (Loss):** A measure of the difference between actual experience and that expected based upon a set of actuarial assumptions during the period between two actuarial valuation dates, in accordance with the actuarial cost method being used. For example, if during a given year the assets earn more than the investment return assumption, the amount of earnings above the assumption will cause an unexpected reduction in UAAL, or “actuarial gain” as of the next valuation. These include contribution gains and losses that result from actual contributions made being greater or less than the level determined under the policy.
5. **Actuary:** A person who is trained in the applications of probability and compound interest to problems in business and finance that involve payment of money in the future, contingent upon the occurrence of future events. Most actuaries in the United States are Members of the American Academy of Actuaries (MAAA). The Society of Actuaries is an international research, education and membership organization for actuaries in the life and health insurance, employee benefits, and pension fields. It administers a series of examinations leading initially to Associateship and the designation ASA and ultimately to Fellowship with the designation FSA.
6. **Amortization:** Paying off an interest-bearing liability by means of periodic payments of interest and principal, as opposed to paying it off with a lump sum payment.
7. **Asset Liability Study:** A comprehensive strategic asset allocation review designed to assess the continuing appropriateness of the Investment Objectives and Asset Allocation Policy. It includes a study of future benefit payments, liabilities, required funding, the appropriateness of the actuarial interest rate assumption and the prospective funded status of liabilities. It may also include a study of portfolio design for optimal diversification and comparisons with peer practices.
8. **Entry Age Normal Actuarial Cost Method:** A funding method that calculates the Normal Cost as a level percentage of pay over the working lifetime of the plan’s members.
9. **Experience Study:** An actuarial investigation of demographic and economic experiences of the system during the period studied. The investigation is made for the purpose of updating the actuarial assumptions used in valuing the actuarial liabilities.
10. **Funding Value of Assets:** The value of current plan assets recognized for valuation purposes. Generally based on a phased-in recognition of all or a portion of market related investment return. Sometimes referred to as Actuarial Value of Assets.
11. **Market Value of Assets:** The fair value of plan assets as reported in the plan’s financial statements.
12. **Normal Cost (NC):** The annual cost assigned, under the actuarial funding method, to current and subsequent plan years. Sometimes referred to as “current service cost.” Any payment toward the unfunded actuarial accrued liability is not part of the normal cost.
13. **Unfunded Actuarial Accrued Liability (UAAL):** The difference, if any, between the actuarial accrued liability and valuation assets. Sometimes referred to as “unfunded accrued liability.”



APPENDIX II

SUMMARY OF FINANCIAL ASSUMPTIONS

Summary of Assumptions Used in Actuarial Valuations

Assumptions Adopted by the Board of Trustees After Consulting With Actuary

1. The investment return rate used in making the valuations was 7.25% per year, net of investment expenses, compounded annually. This rate of return is not the assumed real rate of return. The real rate of return is the rate of investment return in excess of the inflation rate. The price inflation rate used in making the valuations was 2.50% and the wage inflation rate used in making the valuations was 3.25%. The investment return rate translates to an assumed real rate of return over price inflation of 4.75% and over wage inflation of 4.00%. Adopted 2011 and 2016.
2. The healthy retiree mortality tables, for post-retirement mortality, used in evaluating allowances to be paid were the RP-2014 Healthy Annuitant mortality table for males and females, adjusted for mortality improvement back to the observation period base year of 2006. The disabled retiree mortality tables, for post-retirement mortality, used in evaluating allowances to be paid were the RP-2014 disabled mortality table for males and females, adjusted for mortality improvement back to the observation period base year of 2006. The pre-retirement mortality tables used were the RP-2014 employees mortality table for males and females, adjusted for mortality improvement back to the observation period base year of 2006. For both the post-retirement and pre-retirement tables, the base year for males was then established to be 2017. Mortality rates for a particular calendar year are determined by applying the MP-2015 mortality improvement scale to the above described tables. Adopted 2016.
3. The probabilities of withdrawal and disability from service, together with individual pay increase assumptions, are shown in Schedule 1. Adopted 2016.
4. The probabilities of retirement with an age and service allowance are shown in Schedule 2. Adopted 2016.
5. Total active member payroll is assumed to increase a year, which is the portion of the individual pay increase assumptions attributable to wage inflation. In effect, this assumes no change in the number of active members per employer. Adopted 2016.
6. An individual entry-age actuarial cost method of valuation was used in determining age and service allowance actuarial liabilities and normal cost. Adopted 1986.
7. The data about persons now covered was furnished by the political subdivision. Although examined for general reasonableness, the data was not audited by us.
8. This report was prepared using our proprietary valuation model and related software which in our professional judgment has the capability to provide results that are consistent with the purposes of this valuation. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.



Schedule 1.

Separations From Active Employment (Not Including Death-in-Service) Before Age & Service Retirement and Individual Pay Increase Assumptions

		Percent of Active Members Separating Within Next Year							
Sample Ages	Years of Service	General Members				Police/Public Safety		Fire	
		Men		Women		Disability	Withdrawal	Disability	Withdrawal
		Disability	Withdrawal	Disability	Withdrawal				
All	0		19.00%		22.00%		18.00%		10.00%
	1		17.00		20.00		17.00		8.00
	2		15.00		17.00		16.00		7.00
	3		13.00		14.00		13.00		6.00
	4		11.00		13.00		12.00		6.00
25	5 & Over	0.09%	7.30	0.02%	10.80	0.10%	9.80	0.06%	5.00
30		0.12	6.50	0.03	8.90	0.11	7.80	0.10	4.00
35		0.15	5.00	0.06	7.40	0.16	6.10	0.23	2.80
40		0.21	3.70	0.10	5.70	0.22	4.40	0.35	2.20
45		0.30	3.00	0.16	4.20	0.34	3.20	0.56	1.80
50		0.44	2.40	0.24	3.30	0.53	1.80	0.85	1.00
55		0.68	1.80	0.34	2.50	0.88	1.00	1.31	0.50
60		1.02	1.00	0.48	1.20		0.00		0.00
65			0.00		0.00		0.00		0.00

Sample Ages	Percent Increase in Individual's Pay During Next Year		
	General	Police/Public Safety	Fire
25	6.55%	6.55%	7.15%
30	5.75	5.75	6.05
35	5.25	5.25	5.15
40	4.75	4.75	4.45
45	4.25	4.25	4.15
50	3.85	3.85	3.85
55	3.65	3.65	3.65
60	3.55	3.55	3.25
65	3.25	3.25	3.25



Schedule 2.

Percent of Eligible Active Members Retiring Within Next Year Without Rule of 80 Eligibility

Early Retirement

Retirement Ages	General Members		Retirement Ages	Police/ Public Safety	Fire
	Men	Women			
55	3.00%	3.00%	50	2.50%	2.50%
56	3.00%	3.00%	51	2.50%	2.50%
57	3.00%	3.00%	52	2.50%	2.50%
58	3.00%	3.00%	53	2.50%	2.50%
59	3.00%	3.00%	54	2.50%	2.50%

Normal Retirement

Retirement Ages	General Members		Retirement Ages	Police/ Public Safety	Fire
	Men	Women			
60	10%	10%	55	10%	13%
61	10	10	56	10	13
62	25	15	57	10	13
63	20	15	58	10	13
64	20	15	59	10	13
65	25	25	60	10	15
66	25	25	61	10	15
67	20	25	62	25	20
68	20	25	63	20	20
69	20	20	64	20	20
70	100	100	65	100	100



Schedule 2. (Concluded)

Percent of Eligible Active Members Retiring Within Next Year With Rule of 80 Eligibility

Retirement Ages	General Members		Police/ Public Safety	Fire
	Men	Women		
50	15%	15%	25%	25%
51	15	15	25	20
52	15	15	15	20
53	15	15	15	20
54	15	15	15	20
55	15	15	15	20
56	15	15	15	20
57	15	15	15	25
58	15	15	15	25
59	15	15	15	25
60	15	15	15	35
61	15	15	25	35
62	30	15	30	45
63	30	15	30	45
64	30	20	30	45
65	30	25	100	100
66	30	25		
67	30	25		
68	30	25		
69	30	25		
70	100	100		

APPENDIX III

SUMMARY OF BENEFIT PROVISIONS

The City of Maplewood – Legacy Plan Brief Summary of Benefit Provisions as of December 31, 2021

Benefit Provision Summary

Effective Date

Established in 1948.

Eligibility

10 years of service.

Benefit Formula

2% of base pay times years of benefit service up to a maximum of 60%.

Normal Retirement Date

Any age with 20 years of service or age 55 with 10 years of service.

Normal Form

Life Annuity with death benefits of 50% to the participant's surviving spouse.

Retirement Benefit

Accrued Benefit at actual retirement.

Vesting

Participants are eligible to begin receiving benefits at age 55.

Disability Benefit

For Duty Disability Retirement, the benefit is 60% of base pay.

For Non-Duty Disability Retirement, the benefit is 40% of base pay.

Pre-Retirement Death Benefit

For Duty Death before Retirement, the benefit is 40% of base pay plus 5% of base pay for each child under age 18.

For Non-Duty Death before Retirement, the benefit is 30% of base pay plus 5% of base pay for each child under age 18.

Contributions

7% of base salary.

Cost-of-Living-Allowance

None.



APPENDIX IV

RISK COMMENTARY

Risk Commentary

The determination of the accrued liability and the actuarially determined contribution (i.e., total employer contribution rate) requires the use of assumptions regarding future economic and demographic experience. Risk measures, as illustrated in this report, are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability and the actuarially determined contribution that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the Plan's funded status); and changes in plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the plan's future financial condition include:

1. **Investment Risk** – actual investment returns may differ from the expected returns;
2. **Asset/Liability Mismatch Risk** – changes in asset values may not match changes in liabilities, thereby altering the gap between the accrued liability and assets and consequently altering the funded status and contribution requirements;
3. **Contribution Risk** – actual contributions may differ from expected future contributions. For example, actual contributions may not be made in accordance with the plan's funding policy or material changes may occur in the anticipated number of covered employees, covered payroll, or other relevant contribution base;
4. **Salary and Payroll Risk** – actual salaries and total payroll may differ from expected, resulting in actual future accrued liability, contributions and contribution rates differing from expected;
5. **Longevity Risk** – members may live longer or shorter than expected and receive pensions for a period of time other than assumed; and
6. **Other Demographic Risks** – members may terminate, retire or become disabled at times or with benefits other than assumed resulting in actual future accrued liability and contributions differing from expected.

The effects of certain trends in experience can generally be anticipated. For example if the investment return since the most recent actuarial valuation is less (or more) than the assumed rate, the cost of the plan can be expected to increase (or decrease). Likewise if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.



Risk Commentary (Concluded)

PLAN MATURITY MEASURES

Risks facing a pension plan evolve over time. A young plan with virtually no investments and paying few benefits may experience little investment risk. An older plan with a large number of members in pay status and a significant trust may be much more exposed to investment risk. Generally accepted plan maturity measures are described below.

RATIO OF MARKET VALUE OF ASSETS TO PAYROLL

The relationship between assets and payroll is a useful indicator of the potential volatility of contributions. For example, if the market value of assets is 2.0 times the payroll, a return on assets 5% different than assumed would equal 10% of payroll. A higher (lower) or increasing (decreasing) level of this maturity measure generally indicates a higher (lower) or increasing (decreasing) volatility in plan sponsor contributions as a percentage of payroll.

RATIO OF ACTUARIAL ACCRUED LIABILITY TO PAYROLL

The relationship between actuarial accrued liability and payroll is a useful indicator of the potential volatility of contributions for a fully funded plan. A funding policy that targets a funded ratio of 100% is expected to result in the ratio of assets to payroll and the ratio of liability to payroll converging over time.

The ratio of liability to payroll may also be used as a measure of sensitivity of the liability itself. For example, if the actuarial accrued liability is 2.5 times the payroll, a change in liability 2% other than assumed would equal 5% of payroll. A higher (lower) or increasing (decreasing) level of this maturity measure generally indicates a higher (lower) or increasing (decreasing) volatility in liability (and also plan sponsor contributions) as a percentage of payroll.

RATIO OF NET CASH FLOW TO MARKET VALUE OF ASSETS

A positive net cash flow means contributions exceed benefits and expenses. A negative cash flow means existing funds are being used to make payments. A certain amount of negative net cash flow is generally expected to occur when benefits are prefunded through a qualified trust. Large negative net cash flows as a percent of assets may indicate a super-mature plan or a need for additional contributions.

DURATION OF ACTUARIAL ACCRUED LIABILITY

The duration of the actuarial accrued liability may be used to approximate the sensitivity to a 1% change in the assumed rate of return. For example, duration of 10 indicates that the liability would increase approximately 10% if the assumed rate of return were lowered 1%.

ADDITIONAL RISK ASSESSMENT

Additional risk assessment is outside the scope of the annual actuarial valuation. Additional assessment may include scenario tests, sensitivity tests, stochastic modeling, stress tests, and a comparison of the present value of accrued benefits at low-risk discount rates with the actuarial accrued liability.





December 17, 2021 E-mail

Mr. Robert Wilson, Executive Director
Missouri Local Government
Employees Retirement System
P.O. Box 1665
Jefferson City, Missouri 65102

Dear Bob:

Enclosed is the report of the December 31, 2021 Initial Actuarial Valuation of the Legacy Plan for the employees of:

The City of Maplewood

Sincerely,

A handwritten signature in black ink that reads "Mita Drazilov". The signature is written in a cursive, flowing style.

Mita D. Drazilov, ASA, FCA, MAAA

MDD:dj
Enclosure

BILL NO.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING CHAPTER 2, ARTICLE IV. – POLICEMEN’S AND FIREMEN’S RETIREMENT FUND TO REFLECT THAT THE CITY IS OPTING FOR LAGERS ADMINISTER ITS LEGACY POLICEMEN’S AND FIREMEN’S RETIREMENT FUND.

WHEREAS, Article IV, Sec. 2-212 of the Maplewood Code of Ordinances provides that generally all persons who become employees of the police and fire departments shall be subject to the provisions of the policemen’s and firemen’s retirement fund (the “Plan”); and

WHEREAS, Ordinance No. 5591 of the Maplewood Code of Ordinances provided that, effective January 1, 2011, all eligible current and future members of the police and fire department became covered under the Missouri Local Government Employees Retirement System (“LAGERS”) and as a result, the only individuals whose benefits were provided under the Plan on or after January 1, 2011 were those who, as of January 1, 2011, were retirees, widows, or a terminated employees entitled to vested benefits; and

WHEREAS, pursuant to Section 70.621 of the Missouri Revised Statutes, the City may enter into an agreement with LAGERS whereby LAGERS assumes all duties and responsibilities of operating the Plan; and

WHEREAS, the City Council recognizes that certain amendments to the Maplewood Code of Ordinances are necessary to allow LAGERS to administer the Plan and wishes to amend Chapter 2, Article IV. – Policemen’s and Firemen’s Retirement Fund for that purpose.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS:

Section I. Chapter 2, Article IV of the Maplewood Code of Ordinances is hereby amended to read as follows:

ARTICLE IV. - POLICEMEN’S AND FIREMEN’S RETIREMENT FUND

Sec. 2-206. – Creation; Frozen.

- (a) There shall be a policemen’s and firemen’s retirement fund, hereinafter referred to as “the fund” or “the plan”, which shall provide money for the retirement of employees of the police and fire departments who retired or discontinued service prior to January 1, 2011, and a pension for their widows and minor children. The provisions of this article, as may be amended, which provisions govern the fund, are sometimes referred to as “the plan” or “this plan.”
- (b) All assets of the fund, including investment income, shall be held in trust for the exclusive benefit of the employees entitled to benefits under this plan and their

beneficiaries and shall be used to pay benefits to such persons or to pay administrative expenses of the fund and shall not be diverted to or used for any other purpose or revert to or inure to the benefit of the city, except as otherwise provided in this article.

- (c) Notwithstanding anything to the contrary, effective January 1, 2011, the fund was frozen, such that no person shall become subject to the fund, no pension benefit shall accrue under fund for any person for any period beginning on or after January 1, 2011, and no benefit shall be payable pursuant to the fund with respect to any person, except any individual who, prior to January 1, 2011, was a retiree, a surviving spouse, or a terminated employee of the police and fire departments who was entitled to a vested benefits, and except as otherwise expressly provided in section 222(c). Effective as of April 1, 2022, the Missouri Local Government Employees Retirement System will take over the performance of all duties and responsibilities of operating the fund and administering the payment of the amount, and other features, of the benefits under the fund to the applicable participants and beneficiaries.

Sec. 2-207. - Board of trustees.

- (a) *Composition.* Effective as of April 1, 2022, the retirement fund shall be under the exclusive control of a board of the Missouri Local Government Employees Retirement System, hereinafter referred to as “the board”. Prior to April 1, 2022, the retirement fund was under the exclusive control of a board of trustees, which consisted of the city manager, one member of the police department, one member of the fire department, and one citizen appointed by the mayor and approved by the other members of the board of trustees and one member employed by a commercial enterprise located in the city appointed by the mayor and approved by the city council. The members of the board of trustees from the police and fire departments were elected by the members of their respective departments once every two years, on the first Monday in December.
- (b) *Rules and regulations.* The board may make rules and regulations for the government of its affairs and the administration of the fund, and for the limitation of time within which claims may be filed.
- (c) *Jurisdiction.* The board shall have exclusive jurisdiction of all retirement claims, benefits and refunds with respect to the administration of the fund, but not the trust established in connection with the fund. It shall hold hearings and take and preserve evidence, records and make final findings and decisions, which shall be subject only to review by certiorari with right of appeal as in civil cases from the decision of a reviewing board.
- (d) *Data.* The board shall keep such data as shall be necessary for actuarial valuation of the funds of the fund, and for checking the experience of the fund.

- (e) *Record of proceedings.* The board shall keep a record of its proceedings and keep those reports open to the public for inspection.
- (f) *Investments of assets.* The board shall hold assets of the fund in trust and shall invest and reinvest all assets of the fund.

Sec. 2-208. - Monetary composition.

- (a) The fund shall include all moneys that may be given to the board and any other funds given by any person for the uses and purposes for which the fund was created. The board may take, by gift, grant, devise or bequest, any money, personalty, realty, or any interest of any kind whatever in any property of any kind whatever, and subject to any limitation and condition whatever.
- (b) The fund shall also include all money, fees, rewards or emoluments of any kind that may be paid or given to the fund.

Sec. 2-209. - Mandatory employer contributions.

- (a) Effective on and after January 1, 1995 and through December 31, 2010, the city shall contribute to the fund an amount equal to seven percent of the stated base salary of every employee who is eligible to receive benefits under this article. Such amount, referred to as the “mandatory employer contribution,” shall be treated as an employer contribution for federal income tax purposes on and after such date.
- (b) For purposes of this article, a year of “service” or “service in the department” shall mean a 365-day period in which a person was employed by the police department or fire department and for which a mandatory employer contribution was made with respect to such employee’s stated base salary and credited to the fund in accordance with subsection (a) of this section.
- (c) The actual base salary payable in cash to such an employee shall be the employee’s stated base salary less the mandatory employer contribution paid to the fund on behalf of such employee.
- (d) On and after January 1, 2011, no further contributions will be made to the fund pursuant to this section 2-209.

Sec. 2-210. - Exemption of school traffic officers and special police officers.

The provisions of this article do not apply to school traffic officers or special police officers.

Sec. 2-211. - Tax.

A property tax shall be levied on every \$100.00 of assessed valuation of all taxable property in the city. This amount shall be contributed to the trust and shall be used to provide money for the retirement of eligible employees of the police and fire departments and for no other purposes.

Sec. 2-212. - Plan participation required.

Prior to January 1, 2011, all persons who become employees of the police and fire departments after the original effective date of the fund were subject to the provisions of this article as a condition of their employment, excluding those employees, if any, that had passed their 35th birthday at the time of initial employment, and consequently were not eligible for participation prior to October 16, 1992, and that have exercised their one-time election not to participate in the plan. No such employee who has so elected not to participate in the plan shall be eligible for any benefits (retirement, disability, widow's and children's, or otherwise) under this article. On and after January 1, 2011, no new employees of the police and fire departments became eligible to participate in the plan, and all active employees of the police and fire departments became eligible to participate in the Missouri Local Government Employees Retirement System and were no longer eligible or participating in the fund.

Sec. 2-213. - Pension amount—Application for retirement.

Any employee of the police department or fire department who retired or discontinued service prior to January 1, 2011 and had 20 years of service in the department was permitted to file with the board an application for pension on retirement, also setting forth the time, not less than 30 nor more than 90 days after filing the application at which he desired to be retired; and although his service had been discontinued during such period of notification, he may have retired as of the time desired and shall be paid monthly, for life, out of the fund, a retirement pension of 40 percent of his base pay, which shall include longevity and educational bonuses at the time of retirement, per month. His pension will increase each year two percent of the 20-year base after 20 years' service until he has reached the 30-year level. For 30 years' service, he will receive 60 percent of his base pay at the time of retirement without age limit. 60 percent of the base pay shall be the maximum pension.

Sec. 2-214. - Same—Application for early retirement.

Any employee of the police department or fire department who retired or discontinued service prior to January 1, 2011, had at least ten but less than 20 years of service in the department and was not being entitled to any other retirement benefit from the fund, was permitted to file with the board an application for pension, also setting forth the time, not less than 30 nor more than 90 days after filing the application, at which he desired to be retired; and although his service had been discontinued during such period of notification, he may have retired as of the time desired and shall be paid monthly, for life, out of the fund, a retirement pension beginning at age 55 years equal to two percent per year of service in the department of his base monthly pay.

Sec. 2-215. - Disability retirement.

- (a) Any employee of the police department or fire department who was permanently and totally disabled by injury or disease prior to January 1, 2011 shall be paid out of the fund monthly for life as long as such employee is disabled:
 - (1) 60 percent of his pay if such disability was caused by accident while performing his duty; or
 - (2) 40 percent of his pay if such disability was caused by a nonduty accident; provided two or more of the doctors on the medical board have certified to the board that the disability is permanent and total and that the employee shall be retired from service.

A person retired from service prior to January 1, 2011 pursuant to section 2-214 shall not be eligible to retire under or receive payments pursuant to section 2-213.

- (b) The board shall only retire, pursuant to this section, as many employees in both the police department and fire department as there is a safe and adequate reserve in the fund.

Sec. 2-216. - Medical board.

This provision only applies to determinations made prior to January 1, 2011. There shall be a medical board of three physicians appointed by the board of trustees. The medical board shall make all physical examinations. Examination funds shall be supplied by the board of trustees out of the fund.

Sec. 2-217. - Periodic examination of persons on disability retirement.

This provision only applies to determinations made prior to January 1, 2011. The permanence of disability of a former employee of the police department or fire department on disability retirement allowance, as provided in section 2-215, may be verified by medical examination prior to age 60 years, or after age 60 years if the former employee has had less than 20 years of service, at any reasonable time. The board of trustees in its discretion shall require former employees to undergo a medical examination at a place designated by the medical board. Such examination shall be made by the medical board, or in special cases by an additional physician or physicians designated by the board.

Sec. 2-218. - Surviving spouse and children's benefits^[j1][KD2].

- (a) If an active and working employee of the police department or fire department shall die from injury or disease as a result of performance of his duties, the surviving spouse shall receive a benefit equal to 40 percent of the employee's base pay at the time of death, plus five percent of the base pay for each child under age 18 years. If there is no such surviving spouse, or the surviving spouse dies,

the monthly payment provided for such surviving spouse shall be divided equally among the children of such member who are living and under the age of 18 years at the time of the division; and each child shall receive its share of such division monthly. As each such child dies or obtains the age of 18 years, the child's share shall be divided among the remaining children, if any, who are living and under the age of 18 years.[j3].

- (b) The surviving spouse of an active and working employee/member of the police department or fire department dying from causes not as a result of the performance of his duties shall receive a benefit equal to 30 percent of the employee's base pay at the time of death plus five percent for each child under the age of 18 years. If there is no such surviving spouse, or the surviving spouse dies, the monthly payment provided for such surviving spouse shall be divided equally among the children of such member who are living and under the age of 18 years at the time of the division; and each child shall receive its share of such division monthly. As each such child dies or attains the age of 18 years, that child's share shall be divided equally among the remaining children, if any, who are living and under the age of 18 years.
- (c) The surviving spouse of an employee who dies after retirement benefits have commenced under section 2-213 shall receive 50 percent of the retiree's benefit, plus five percent of the retiree's benefit for each child under the age of 18 years, but not less than \$250.00 per month. If there is no such surviving spouse, or the surviving spouse dies, the monthly payment for such surviving spouse shall be divided equally among the children of such retiree who are living and under the age of 18 years at the time of the division; and each child shall receive its share of such division monthly. As each such child dies or obtains the age of 18 years, that child's share shall be divided equally among the remaining children, if any, who are living and under the age of 18 years.
- (d) The surviving spouse of an employee who dies after retirement benefits have commenced under section 2-214 shall receive 50 percent of the retiree's benefit. If there is no such surviving spouse, or the surviving spouse dies, the monthly payment for such surviving spouse shall be divided equally among the children of such retiree who are living and under the age of 18 years at the time of the division; and each child shall receive its share of such division monthly. As each such child dies or attains the age of 18 years, that child's share shall be divided equally among the remaining children, if any, who are living and under the age of 18..
- (e) If an active and working employee of the police department or fire department shall die with no surviving spouse or child below age 18 years at the time of death, an amount equal to the contributions made to the fund by the employee [j4][KDS] shall be divided equally among the children of such member who are then living.

Sec. 2-219. - Procedure upon employee leaving service.

- (a) Any employee of the police department or fire department voluntarily leaving the service for any cause other than death or retirement with pension, shall be paid on demand the amount of his contribution to the fund made before January 1, 1995, plus the amount of the mandatory employer contributions made on behalf of such employee, pursuant to section 2-209, after 1994, without interest. On reentering the service, that employee enters the service without credit for any prior service.
- (b) Any employee of the police department or fire department leaving the service involuntarily shall be paid, on demand, the amount of his contribution to the fund made before January 1, 1995, plus the amount of the mandatory employer contributions made on behalf of such employee, pursuant to section 2-209, after 1994, without interest. On reentering service, the employee must reimburse the fund for the money he withdrew and be given credit for prior service.
- (c) Effective May 9, 1995 through December 31, 2010, if the distributee of any eligible rollover distribution elects to have such distribution paid directly to an eligible retirement plan and specifies the eligible retirement plan to which the distribution is to be paid (in the form and at the time as the plan administrator may prescribe), the distribution shall be made in the form of a direct trustee-to-trustee transfer to the eligible retirement plan so specified.
- (d) Effective on and after January 1, 2011, the rules and regulations established by the board will govern any eligible rollover distributions.

Sec. 2-220. - Benefits not assignable, etc.

The benefit payable by the policemen's and firemen's retirement fund, whether before or after ordered paid by the board, shall not be assignable or subject to counterclaim, recoupment or set off except as provided in this section, nor shall it be subject to assessment, garnishment, execution, injunction, or any other decree, order, process, or proceeding in any court for the payment of any debt of any beneficiary, and the sum shall be held and distributed for the purpose of this article and for no other purpose whatever. Effective prior to January 1, 2011, the preceding sentence shall not apply to a qualified domestic relations order as defined in section 414(p) of the Internal Revenue Code, 26 USC 414(p), except that no amount shall be payable to an alternate payee pursuant to a qualified domestic relations order prior to the date on which an amount is payable to the employee under such order. Effective on and after January 1, 2011, the rules and regulations established by the board will govern any distribution to be made pursuant to a qualified domestic relations order as defined in section 414(p) of the Internal Revenue Code, 26 USC 414(p).

Sec. 2-221. - Penalty for false statements, etc.

Any person who shall knowingly, or willfully, make any false statement in regard to applying for or securing a pension under this article, or shall falsify or permit to be falsified, any record

or records kept under or in pursuit of the purposes of this article, in any attempt to defraud, shall as a result of such act, and in addition to any other penalties imposed by this Code, forfeit all his rights, interests and privileges under this article.

Sec. 2-222. - Special adjustments and benefits payable to present retirees.

- (a) All individuals who retired prior to July 1, 1987, shall have their benefits increased by two percent times the years between retirement and July 1, 1988. In addition, the minimum benefit is increased from \$100.00 per month to \$250.00 per month.
- (b) All individuals retiring before July 1, 1987, and who did not have longevity and educational bonuses credited as part of their base pay shall receive such credit retroactive to July 1, 1985.
- (c) All participants in the fund who retired or discontinued service prior to January 1, 2011 and who (or whose surviving spouse or beneficiaries) are still receiving a monthly benefit from the fund, shall have their monthly benefit increased by five percent (5%), effective for each monthly benefit payable on and after December 1, 2021. This increase will be administered by Missouri Local Government Employees Retirement System on and after April 1, 2022.

Sec. 2-223. - Latest date of payment.

- (a) Notwithstanding anything to the contrary in this article, and notwithstanding any election of the employee, payment of benefits pursuant to section 2-213 shall commence no later than the employee's required beginning date. The "required beginning date" is April 1 of the calendar year following the calendar year in which the employee attains 70½ years of age.
- (b) Section 401(a)(9) (26 USC 401(a)(9)) of the Internal Revenue Code, 26 USC 1 et seq. (the "IRS Code"), is hereby incorporated by reference, and distributions under this plan pursuant to section 2-213 shall be made in accordance with such section and the regulations issued by the secretary of the treasury interpreting such section. Provisions reflecting IRS Code section 401(a)(9) (26 USC 401(a)(9)) shall override any other distribution options that may be inconsistent with such IRS Code section and this section. Any distributions required under the incidental death benefit requirements of IRS Code section 401(a) (26 USC 401(a)) shall be treated as distributions required under IRS Code section 401(a)(9) (26 USC 401(a)(9)) and this section.

Sec. 2-224. - Limitation on compensation.

- (a) In addition to any other applicable limitations set forth in this article, and notwithstanding any other provision of this article to the contrary, for fiscal years

of the fund (“plan years”) beginning after 1994, the annual earnings of each employee taken into account shall not exceed \$150,000.00, as adjusted by the commissioner of internal revenue for increases in the cost of living in accordance with section 401(a)(17)(B) of the IRS Code (26 USC 401(a)(17)(B)). The cost-of-living adjustment in effect for a calendar year applies to any period, not exceeding 12 months, over which earnings is determined (“determination period”) beginning in such calendar year. If a determination period consists of fewer than 12 months, such compensation limit will be multiplied by a fraction, the numerator of which is the number of months in the determination period, and the denominator of which is 12.

- (b) For plan years beginning after 1994, any reference in this plan to the limitation under section 401(a)(17) of the IRS Code (26 USC 401(a)(17)) shall mean the annual compensation limit set forth in this section.
- (c) If compensation for any prior determination period is taken into account in determining an employee’s benefits accruing in the current plan year, the earnings for that prior determination period are subject to such annual compensation limit in effect for that prior determination period. For this purpose, for determination periods beginning before the first day of the first plan year beginning after 1994, such annual compensation limit is \$150,000.00.

Sec. 2-225. - Limitation on benefits.

Effective May 9, 1995, in no event shall the annual benefit under this article and all other defined benefits plans maintained by the city exceed the amount specified in section 415(b)(1)(A) of the IRS Code (26 USC 415(b)(1)(A)), as adjusted for any applicable increases in the cost of living in accordance with section 415(d) of the IRS Code (26 USC 415(d)), as in effect on the last day of the plan year.

Sec. 2-226. - Amendment and termination.

- (a) Prior to April 1, 2022, the city reserves the right at any time and from time to time to modify or amend the plan in whole or in part; provided that no such modifications or amendments shall decrease the benefit of any employees entitled to benefits hereunder or their beneficiaries accrued to the date of such an amendment, except to the extent necessary to maintain the qualified status of the plan; and provided further that the duties or liabilities of the board shall not be increased without its consent.
- (b) Prior to April 1, 2022, the city reserves the right at any time to terminate the plan in its entirety or only with respect to a portion of the fund. All accrued benefits to the extent then funded shall vest as of the effective date of the termination of the plan, and there shall be no forfeitures thereafter. In the event of a partial termination, all rights to benefits with respect to which the plan terminated to the extent then funded shall be fully vested and nonforfeitable as of the date of such

partial termination. In the event of complete termination of this plan, an actuarial valuation shall be made. The funds in the fund shall be allocated on an actuarial basis to pay the benefits in the order and in the manner provided by section 4044 of ERISA (Employee Retirement Income Security Act of 1974 (“ERISA”), 29 USC 1001—1461) with no subclass and categories within the classes described therein. All assets in the fund that are not needed to satisfy in full the accrued benefits of the employees entitled to benefits hereunder or their beneficiaries at the time of such a termination shall revert to the city.

- (c) Effective on and after April 1, 2022, no amendments or termination will be allowed after the Missouri Local Government Employees Retirement System assumes administrative control, other than amendments required to comply with applicable laws or approved by the city and the Missouri Local Government Employees Retirement System; provided, however, that the city reserves the right at any time to unilaterally amend or terminate the provisions of this Article relating to the trust or the amount of tax levied, including, but not limited to, section 2-206(b) and section 2-211.

Sec. 2-227. - Military service.

Effective May 9, 1995, notwithstanding any provision of this plan to the contrary, contributions, benefits and service credit with respect to qualified military service will be provided in accordance with IRS Code section 414(u) (26 USC 414(u)).

Secs. 2-228—2-247. - Reserved.

Section II. This ordinance shall take effect and be in force from and after its passage and approval as provided by law.

Passed this 8th day of February, 2022

Nikylan Knapper, Mayor

Attest:

Karen R. Scheidt, Deputy City Clerk

Approved this 8th day of February, 2022.

Nikylan Knapper, Mayor

Attest:

Karen R. Scheidt, Deputy City Clerk

BILL NO.

ORDINANCE NO.

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI AUTHORIZING THE CITY MANAGER TO EXECUTE ON BEHALF OF THE CITY OF MAPLEWOOD AN AGREEMENT BETWEEN THE CITY OF MAPLEWOOD, MISSOURI, AND THE BOARD OF TRUSTEES OF THE MISSOURI LOCAL GOVERNMENT EMPLOYEES RETIREMENT SYSTEM.

WHEREAS, the policemen’s and firemen’s retirement fund (the “Plan”) of the City of Maplewood provides money for retirement for employees of the City’s police and fire departments who retired or discontinued service prior to January 1, 2011;

WHEREAS, the Plan is frozen and is currently administered by City staff; and

WHEREAS, the City Council wishes for the Missouri Local Government Employees Retirement System to administer the Plan.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS:

Section 1. The City Manager is hereby authorized to execute the Joinder Agreement with LAGERS attached hereto as Exhibit A.

Section II. This ordinance shall take effect and be in force from and after its passage and approval as provided by law.

Passed this ____ day of February, 2022

Nikylan Knapper, Mayor

Attest:

Karen R. Scheidt, Deputy City Clerk

Approved this ____ day of February, 2022

Nikylan Knapper, Mayor

Attest:

Karen R. Scheidt, Deputy City Clerk

EXHIBIT A
JOINDER AGREEMENT

Joinder Agreement

WHEREAS, the City Council of the City of Maplewood, Missouri, (“City”) is an employer in the Missouri Local Government Employees Retirement System (“LAGERS”) and is the sponsor of the policemen’s and firemen’s retirement fund of the City of Maplewood, Missouri (the “Plan”), which is a plan that is similar in purpose to LAGERS within the meaning of Section 70.621.1 RSMo; and

WHEREAS, the board of trustees of the policemen’s and firemen’s retirement fund of the City (“Pension Board”) is the current governing body of the Plan; and

WHEREAS, the Plan is frozen, and the City and Pension Board wish to enter into an agreement whereby LAGERS assumes all duties and responsibilities of operating the Plan, effective no later than April 1, 2022, and

WHEREAS, LAGERS will assume all operational duties and responsibilities for the Plan, and the board of LAGERS shall become the governing board of the Plan in accordance with Section 70.621 RSMo; and

WHEREAS, the City agrees to transfer certain funds from the Plan to LAGERS’ benefit reserve fund created pursuant to Section 70.715 RSMo in a manner consistent with state and federal law and regulations; and

WHEREAS, the City shall continue to have sole responsibility for full funding of the Plan including related expenses.

WHEREAS, it is understood that in entering into this Agreement the City is also acting as agent for the Pension Board.

NOW, THEREFORE, in consideration of the mutual covenants and agreement contained herein, the parties agree as follows:

1. The City of Maplewood, by and through the City Council, irrevocably delegates and cedes to LAGERS all duties and responsibilities of operating the Plan and administering the payment of the amount and other feature of the benefits under and as provided in the Plan to participants and beneficiaries, all in accordance with Section 70.621 RSMo, and LAGERS accepts such delegation and agrees to assume performance of all such duties and responsibilities of operating the Plan and administering the payment of the amount, and other features, of the benefits under and as provided in the Plan to participants and beneficiaries.
2. The board of LAGERS shall become the governing board of the Plan in accordance with Section 70.621 RSMo.

3. Certain funds from the Plan shall be transferred to LAGERS' benefit reserve fund created pursuant to Section 70.715 RSMo in a manner consistent with state and federal law and regulations.
4. The City will timely make available to LAGERS staff all available personnel and financial data necessary for the administration of the Plan including the original files for each participant. Such original files will be sent to LAGERS.
5. In any case of question as to the membership status, eligibility for an amount of benefits, or any other question related to benefits under the existing Plan, the City agrees that LAGERS is to decide the question in accordance with the provisions of the Plan.
6. The City Manager and the duly-authorized designees of the City Manager are hereby authorized, empowered, and directed to act on behalf of the City to take any and all actions required to freeze the Plan.
7. The City, to the extent permitted by law, agrees to hold LAGERS harmless from any liability with respect to this transaction, apart from those obligations imposed on LAGERS by Sections 70.600 – 70.755 RSMo., provided the transaction is completed according to the terms contained herein.
8. The City, to the extent permitted by law, agrees to indemnify and to hold LAGERS harmless from any and all claims, liabilities, losses, damages, court costs and reasonable expenses (including reasonable attorneys' fees) that LAGERS may incur or suffer as a result of any discrepancy between the amount or other feature of the benefit of a participant or beneficiary as determined by the City and communicated by the City to LAGERS, and the amount or other feature of the benefit of a participant or beneficiary in accordance with the Plan document as determined by a final decision of a court with jurisdiction over the matter.
9. LAGERS, to the extent permitted by law, agrees to hold the City harmless from any liability with respect to this transaction, apart from those obligations imposed on the City under its Charter, Code, and Ordinances, provided the transaction is completed according to the terms contained herein. LAGERS, to the extent permitted by law, agrees to indemnify and to hold the City harmless from any and all claims, liabilities, losses, damages, court costs and reasonable expenses (including reasonable attorneys' fees) that the City may incur or suffer as a result of any failure by LAGERS to properly operate the Plan or administer the payment of the amount, or other feature, of the benefit to a participant or beneficiary in accordance with the information communicated by the City to LAGERS.

10. The City Manager and the duly-authorized designees of the City Manager are hereby authorized and directed to take any and all actions required to place the foregoing resolutions into effect, such actions must include amending applicable sections of the City Charter and City Code, and revising relevant Ordinances, such actions are to be taken promptly in accordance with local, state, and federal laws and procedures.

11. This Agreement will be effective as of April 1, 2022.

12. IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year last executed by a party below and acknowledge receipt of one copy of the contract.

CITY OF MAPLEWOOD, MISSOURI

MISSOURI LOCAL GOVERNMENT
EMPLOYEES RETIREMENT SYSTEM

City Manager _____
Date: _____

Title: _____
Date: _____

ATTEST:

ATTEST:

Deputy City Clerk

Title: _____

BOARD OF TRUSTEES OF THE
POLICEMEN'S AND FIREMEN'S
RETIREMENT FUND OF THE CITY OF
MAPLEWOOD, MISSOURI.

Title: _____
Date: _____

ATTEST:

Title: _____

INTEROFFICE MEMORANDUM



To: Mayor & City Council
From: Anthony J. Traxler, Assistant City Manager/Director of Public Works
Date: February 1, 2022
Subject: Adoption of the 2014 National Electric Code, 2015 Uniform Plumbing Code and 2015 International Mechanical Code

The City of Maplewood and numerous municipalities within St. Louis County contract with St. Louis County to perform electrical, plumbing and mechanical inspections. The County recently adopted updated plumbing, electrical and mechanical codes. Therefore, I am requesting the City of Maplewood update the following codes to mirror the County's governing codes.

Electrical Code – 2014 National Electrical Code

Plumbing Code – 2015 Uniform Plumbing Code

Mechanical Code – 2015 International Mechanical Code

The above codes have been reviewed by various code review committees with the Missouri Association of Building Officials and Inspectors (MABOI) as well as the St. Louis County Building Codes Committee. The City's Building Official, Brian Herr, has also reviewed the codes and recommends approval of the attached ordinances.

If you have any questions or comments on this matter, feel free to contact me at 646-3635.

BILL NO.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI AMENDING CHAPTER 12 BUILDINGS AND BUILDING REGULATIONS, ARTICLE X. ELECTRICITY, SECTION 12-365 ELECTRICAL CODE ADOPTED, BY REPEALING THE TEXT OF SAID SECTION AND INSERTING IN ITS STEAD TEXT ADOPTING THE 2014 NATIONAL ELECTRICAL CODE AS AMENDED BY SAINT LOUIS COUNTY, MISSOURI AS THE ELECTRICAL CODE OF THE CITY OF MAPLEWOOD, MISSOURI.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI AS FOLLOWS:

Section I. Maplewood Code of Ordinances is hereby amended by amending Chapter 12 Buildings and Building Regulations, Article X. Electricity, Section 12-365 Electrical Code Adopted, by repealing the text of said section and inserting the following text in its stead, to read as follows:

Sec. 12-365. Electrical Code Adopted.

The National Electrical Code, 2014 edition as adopted by St. Louis County Ordinance No. 27,430 is hereby adopted as the electrical code of the City of Maplewood as if fully set out herein.

Section II. This ordinance shall be in full force and effect fifteen (15) days after its passage and approval.

Passed this 22nd day of February 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

Approved this 22nd day of February 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

BILL NO.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI AMENDING CHAPTER 12 BUILDINGS AND BUILDING REGULATIONS, ARTICLE XI. PLUMBING, SECTION 12-409 PLUMBING CODE ADOPTED, BY REPEALING THE TEXT OF SAID SECTION AND INSERTING IN ITS STEAD TEXT ADOPTING THE 2015 UNIFORM PLUMBING CODE AS AMENDED BY SAINT LOUIS COUNTY, MISSOURI AS THE PLUMBING CODE OF THE CITY OF MAPLEWOOD, MISSOURI.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI AS FOLLOWS:

Section I. Maplewood Code of Ordinances is hereby amended by amending Chapter 12 Buildings and Building Regulations, Article XI. Plumbing, Section 12-409 Plumbing Code Adopted, by repealing the text of said section and inserting the following text in its stead, to read as follows:

Sec. 12-409. Plumbing Code Adopted.

The Uniform Plumbing Code, 2015 edition as adopted by St. Louis County Ordinance No. 27,424 is hereby adopted as the plumbing code of the City of Maplewood as if fully set out herein.

Section II. This ordinance shall be in full force and effect fifteen (15) days after its passage and approval.

Passed this 22nd day of February 2022

Nikyln Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

Passed this 22nd day of February 2022

Nikyln Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

BILL NO.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI AMENDING CHAPTER 12, BUILDINGS AND BUILDING REGULATIONS, ARTICLE IV. MECHANICAL CODE, SECTION 12-175 COUNTY CODE ADOPTED, BY REPEALING THE TEXT OF SAID SECTION AND INSERTING IN ITS STEAD TEXT ADOPTING THE 2015 INTERNATIONAL MECHANICAL CODE AS AMENDED BY SAINT LOUIS COUNTY, MISSOURI AS THE MECHANICAL CODE OF THE CITY OF MAPLEWOOD, MISSOURI.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI AS FOLLOWS:

Section I. Maplewood Code of Ordinances is hereby amended by amending Chapter 12 Buildings and Building Regulations, Article IV. Mechanical Code, Section 12-175 County Code Adopted, by repealing the text of said section and inserting the following text in its stead, to read as follows:

Sec. 12-175. Mechanical Code Adopted.

The International Mechanical Code, 2015 edition as adopted by St. Louis County Ordinance No. 27,619 is hereby adopted as the mechanical code of the City of Maplewood as if fully set out herein.

Section II. This ordinance shall be in full force and effect fifteen (15) days after its passage and approval.

Passed this 22nd day of February 2022

Nikyln Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

Passed this 22nd day of February 2022

Nikyln Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING CHAPTER 38 – PERSONNEL, SECTION 38-2. – DEFINITIONS AND SECTION 38-10. – CIVIL SERVICE SYSTEM AND COMMISSION ESTABLISHED, TO PROHIBIT DISCRIMINATION AGAINST APPLICANTS AND EMPLOYEES OF THE CITY OF MAPLEWOOD BASED UPON AN INDIVIDUAL’S HAIRSTYLE.

WHEREAS, the United States continues to struggle with systematic and persistent forms of discrimination; and

WHEREAS, dating from the days of slavery and the institutional oppression of African American people and their communities in the United States, the natural hair types and natural hair styles commonly associated with African American people have frequently been the focus of intentional as well as unintended discrimination against those individuals, although natural hair types and natural hairstyles commonly associated with African American people are an extension of, and an intrinsic part of, their cultural identity; and

WHEREAS, discrimination can be explicit and implicit, individual and structural, and can manifest through entrenched stereotypes and biases, conscious and unconscious; and

WHEREAS, hair remains a rampant source of racial discrimination with serious economic and health consequences, especially for African American individuals; and

WHEREAS, grooming policies that prohibit natural hair, including afros, braids, twists, and locs, have a disparate impact on African American individuals as these policies are more likely to burden or punish African American individuals than any other group; and

WHEREAS, bans or restrictions on natural hair or hairstyles are often rooted in negative, lingering, cultural biases that frequently favor hairstyles and hair types that more closely resemble Ethnocentric hair types and hair styles and are based on white standards of appearance and perpetuate racist stereotypes that Black hairstyles are unprofessional; and

WHEREAS, grooming or appearance policies that ban, limit, or otherwise restrict natural hair types or natural hairstyles commonly associated with African American people and their racial, ethnic, and cultural identities violate the intent and spirit of the City of Maplewood’s anti-discrimination hiring and employment practices;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS:

Section I. The Maplewood Code of Ordinances is hereby amended by amending Chapter 38, Article I, Sec. 38-2. – Definitions. to add the following definitions, in their alphabetical order:

Hairstyle means hair textures and styles of any hair length, such as protective hair and cultural hair textures and styles, and other forms of hair presentation.

Protective hair, natural and cultural hair textures and styles means hairstyles and hair textures most commonly associated with race, including, without limitation, braids, cornrows, locs, Bantu knots, Afros, and twists, whether or not hair extensions or treatments are used to create or maintain any such hairstyle, and whether or not the hairstyle is adorned by hair ornaments, beads or headwraps.

Section II. The Maplewood Code of Ordinances is hereby amended by amending Chapter 38, Article I, Sec. 38-10. –Civil service system and commission established, to add the following bolded language to the full paragraph between 38-10(c)(10) and 38-10(d):

Fair treatment of applicants and employees in all aspects of personnel administration shall be without regard to political affiliation, race, color, national origin, sex, sexual orientation, gender identity, **hairstyle**, disability, veteran status or religious creed and with proper regard for their privacy and constitutional rights as citizens. Employees shall be protected against coercion for partisan and nonpartisan political purposes and shall be prohibited from using their official authority for the purpose of interfering with or affecting the result of an election or a nomination for office.

Section III. This ordinance shall take effect and be in force from and after its passage and approval as provided by law.

Passed this ____ day of _____, 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

Approved this ____ day of _____, 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI APPROPRIATING/TRANSFERRING ONE HUNDRED SIXTY-EIGHT THOUSAND TWO HUNDRED FIFTEEN DOLLARS (\$168,215) FROM THE UNAPPROPRIATED FUND BALANCE OF THE ½ CENT CAPITAL IMPROVEMENTS FUND TO ACCOUNT 2400-70010 CAPITAL OUTLAY TO PAY FOR A ROOF REPLACEMENT AT THE MAPLEWOOD PUBLIC LIBRARY

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI AS FOLLOWS:

Section I. One hundred sixty-eight thousand two hundred fifteen dollars (\$168,215) is hereby appropriated/transferred from the unappropriated fund balance of the ½ Cent Capital Improvements Fund to account 2400-70010 Capital Outlay.

Section II. These funds are allocated to replace the roof at the Maplewood Public Library.

Section III. The City Manager hereby certifies that these funds are available in the unappropriated fund balances.

Section IV. This ordinance shall be in full force and effect fifteen (15) days after its passage and approval.

Passed this day of , 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

Approved this day of , 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

BILL NO. 6180

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING CONDITIONAL USE ORDINANCE #5944 TO ALLOW AN OUTDOOR PATIO ENCLOSURE ALONG MANCHESTER ROAD FOR SIDE PROJECT PIZZA AND BEER

WHEREAS, Conditional Use Ordinance #5944 was approved on October 13, 2020 to allow a restaurant facility at 7469 Manchester Road & 2653 Lyle Avenue; and

WHEREAS, Side Project Pizza and Beer restaurant facility would like to add a patio enclosure along Manchester Road; and

WHEREAS, the Plan and Zoning Commission recommended approval of the amendment to Conditional Use Ordinance #5944 at their January 18, 2022 meeting by a vote of ayes nays; and

WHEREAS, the City Council held a public hearing at their January 25, 2022 meeting regarding the proposed amendment.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS:

Section I. Conditional Use Ordinance #5944, Section III. is hereby amended by deleting the existing text and inserting the following text in its stead:

Section III. Restaurant facility operations.

- (A) The restaurant facility shall have an approximately eight hundred thirty-five (835) square foot patio enclosure along Manchester Road.
- (B) The restaurant facility shall have a maximum of thirty-six (36) seats.
- (C) Restaurant facility hours of operation shall be between 11 a.m. to 8 p.m. Sunday through Thursday and between 11 a.m. to 10 p.m. Friday and Saturday.

Section II. This ordinance shall be in full force and effect fifteen (15) days after its passage and approval.

Passed this th day of 2022

Nikylan Knapper, Mayor

Attest: _____

Karen Scheidt, Deputy City Clerk

Approved this th day of 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

Anthony Traxler

From: Cory King <cory@sideprojectbrewing.com>
Sent: Wednesday, January 26, 2022 12:02 PM
To: Anthony Traxler
Subject: Re: FW: Pizza Champ

Anthony,

My apologies. They told me 11-8 to get their feet wet and rolling before we have the patio enclosure installed. I took that as what they overall wanted.

What they want is what KSDK has.

Sunday - Thursday - 11am to 8pm
Friday and Saturday - 11am to 10pm

- Note prior ordinance had hours of operation listed as 11am to 8pm 7 days a week.

I am sorry for the added confusion.

Thank you.

Cory King
Brewer / Owner

Side Project Brewing

<http://www.SideProjectBrewing.com>
<http://www.TheSideProjectCellar.com>
<http://www.SharedBrewing.com>
Facebook / Twitter / Instagram

On Wed, Jan 26, 2022 at 9:52 AM Anthony Traxler <a-traxler@cityofmaplewood.com> wrote:

Cory, see the below, the current ordinance limits the hours of operation from what you told me. We can amend prior to approving but need to know what they are.

Anthony J. Traxler

Assistant City Manager/

Director of Public Works

City of Maplewood

7601 Manchester Road

Maplewood, Missouri 63143

Direct: (314) 646-3635

Please consider the environment before printing this email.

From: Kevin A. Sullivan <KSullivan@shandselbert.com>
Sent: Wednesday, January 26, 2022 9:04 AM
To: Anthony Traxler <a-traxler@cityofmaplewood.com>
Subject: Pizza Champ

Anthony,

I assume the Council approved the amendment to the CUP for Side Project/Pizza Champ last night. I noticed in this morning's article (<https://www.ksdk.com/article/news/local/business-journal/pizza-champ-opens-maplewood/63-6b3abfcd-4d5d-4aea-b44c-ca8f6ccdf6d9>) that the Pizza Champ owners apparently told KSDK "that the restaurant will operate on Sunday, Monday, Wednesday and Thursday from 2 p.m. to 8 p.m., and on Friday and Saturday from 2 p.m. to 10 p.m." I pass this along because, at the P&Z Commission hearing, I specifically asked Cory King about the CUP's operating hours of 11am to 8pm for the restaurant (which seemed to be an early closing time to me), and he confirmed those were the operating hours that Pizza Champ wanted. While I don't want to cause this exciting new business any grief, the operators should follow the requirements of the CUP or apply for it to be amended. Let me know if you want to discuss.

Thanks,

Kevin

PLEASE NOTE OUR NEW ADDRESS

Kevin Anthony Sullivan

Shands, Elbert, Gianoulakis & Giljum, LLP

8235 Forsyth Blvd., Suite 700

St. Louis, Missouri 63105

(314) 241-3963

(314) 241-2509 (Fax)

(314) 898-4332 (Direct)

INTEROFFICE MEMORANDUM



To: Mayor and City Council
From: Anthony Traxler, Assistant City Manager/Director of Public Works
Date: February 1, 2022
Subject: Public Library Roof Replacement

The City intends to replace the roof at the Maplewood Public Library. On September 3, 2021 a request for bids was placed in the St. Louis Business Journal seeking a contractor to complete the work. The request also included an add alternate to include a ½” high density insulation coverboard. The request for bids was also mailed to the following companies: St Louis Roofing Company, South Side Roofing, Frederic Roofing Company, Lifetime Roofing and Renovation, Bade Roofing, Inc., CWC Roofing and Exteriors and Kirkwood Roofing LLC.

Bids were publicly opened on September 21, 2021 and two (2) bids were received.

<u>Company</u>	<u>Base Bid</u>	<u>Alternate</u>	<u>Total</u>
Bade Roofing	\$158,890	\$ 9,325	\$168,215
Bartch Roofing	\$158,148	\$12,000	\$170,148

Staff recommends awarding the bid to Bade Roofing Company, Inc., as the overall lowest and best bid.

Please see the attached resolution requesting City Council approval of Bade Roofing Company, Inc. If you have any questions, comments or concerns regarding this matter, feel free to contact me at 646-3635.

RESOLUTION

R22-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO ACCEPT THE BID OF BADE ROOFING TO INSTALL A NEW ROOF AT THE MAPLEWOOD PUBLIC LIBRARY

WHEREAS, the current roof at the Maplewood Public Library is leaking in several locations and needs to be replaced; and

WHEREAS, proposals were duly advertised and publicly opened on September 3, 2021; and

WHEREAS, two (2) proposals were received, all of which were considered responsive; and

WHEREAS, Bade Roofing submitted the low bid in the amount of \$168,215.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS: The City Manager is hereby authorized to approve the proposal of Bade Roofing for the installation of a new roof at the Maplewood Public Library in the amount of \$168,215.

Passed this 8th day of February 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

Approved this 8th day of February 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

INTEROFFICE MEMORANDUM

TO: Mayor & City Council

FROM: Michael D. Reese, City Manager

DATE: February 1, 2022

RE: City Manager's Report

Below is a proposed schedule for our boards and commissions reports to the City Council. I will discuss this further during the February 8th Council meeting.

PROPOSED CITY COUNCIL SCHEDULE

<u>Date</u>	<u>Board/Commission</u>	<u>Chair</u>	<u>Staff Liaison</u>
March 8	Special Business District Tax Advisory Commission	Nikki Bisel	Laura Miller
April 12/26	Plan & Zoning Commission	Kevin Sullivan	Anthony Traxler
June 28	Design & Review Board/ Historic & Preservation Commission	Sean O’Gorman	Brian Herr
July 26	Board of Adjustment/ Housing Board of Appeals	Patrick Jugo	Brian Herr
August	Parks & Recreation Commission	Laine Schenkelberg	Tiffany Hyde
September	Library Board	Kripanidhi Nithya	Ashley Bryant
October	Sustainability Commission	Stefan Denson	Laura Miller
November	Human Services Commission	To be determined	Michael Reese
December	Civil Service Commission		Michael Reese