

AGENDA
MAPLEWOOD CITY COUNCIL MEETING
TUESDAY, SEPTEMBER 27, 2022 @ 7:30 P.M.
CITY COUNCIL CHAMBERS
(7601 MANCHESTER ROAD)
OR
VIA TELECONFERENCE
WWW.CITYOFMAPLEWOOD.COM FOR DETAILS)

1. Call to Order
2. Land Acknowledgement
3. Pledge of Allegiance
4. Roll Call
5. Motion to Excuse Councilperson
6. Approval of the Council Agenda
7. Public Forum
8. Announcements
9. Approval of the September 13, 2022 City Council meeting minutes
10. Board of Adjustment Report by Chairman Patrick Jugo
11. Equity Audit Presentation by constructNET-Patricia Arredondo, Project Manager; Linda Liang & Courtland Lee
12. A Resolution of the City Council of the City of Maplewood, Missouri authorizing the selection of Oates and Associates and its subconsultants to provide engineering and construction oversight services for STP-9901 (667) Greenwood Boulevard improvement project
13. A Resolution of the City Council of the City of Maplewood, Missouri authorizing the City Manager to accept the bid of All Inclusive Recreation in the amount of one hundred eleven thousand three hundred twenty-five dollars (\$111,325) for the removal and disposal of the existing playground surface and the installation of a new playground surface at Deer Creek Park
14. A Resolution of the City Council of the City of Maplewood, Missouri approving a plan for allocation of funding received under the American Rescue Plan Act of 2021 for the 2022-2023 fiscal year
15. A Resolution of the City Council of the City of Maplewood, Missouri, adopting the City of Maplewood Strategic Plan

16. A Resolution of the City Council of the City of Maplewood, Missouri calling for a special election to fill the vacancy for Ward 1 created by the resignation of Councilmember Shana Jones
17. An Ordinance of the City Council of the City of Maplewood, Missouri, amending Chapter 6, Advertising, Division 2. Permitted permanent-type signs, Sec. 6-49, Regulations, (B) (1) Wall signs of the City Code
18. Bill 6202 an Ordinance of the City Council of the City of Maplewood, Missouri, establishing the tax rates for the City of Maplewood and the Maplewood Special Business District on all real, personal, tangible, and intangible property within the City of Maplewood, Missouri, for 2022
19. Bill 6203 an Ordinance of the City Council of the City of Maplewood, Missouri, granting a Conditional Use Permit to allow a café in the SR Single Family Residential District at 2500 Sutton Boulevard
20. Old Business
21. Council Communication
22. Mayor's Report
23. City Attorney's Report
24. City Manager's Report
25. Public Forum
26. 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
27. Adjournment

The September 13, 2022 City Council meeting was called to order at 7:30 p.m., Mayor Knapper presiding.

LAND ACKNOWLEDGEMENT: The Mayor acknowledged that this meeting is being held on traditional lands of the Osage, Kickapoo, Miami and Great Sioux Nation.

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

MOTION TO EXCUSE COUNCILPERSON: Councilmember Faulkingham motioned to excuse Councilmember Jones, seconded by Councilmember Homa, which motion received the approval of the Council.

APPROVAL OF THE COUNCIL AGENDA: Councilmember Faulkingham motioned to approve, seconded by Councilmember Homa, which motion received the approval of the Council.

PUBLIC HEARING TO HEAR CITIZEN'S COMMENTS ON A REQUEST FOR A CONDITIONAL USE PERMIT TO OPERATE A RESTAURANT/WINE BAR AT 7326 B MANCHESTER RD: No one spoke.

PUBLIC HEARING TO HEAR CITIZEN'S COMMENTS ON A REQUEST FOR A LIQUOR LICENSE AND A CONDITIONAL USE PERMIT TO OPERATE A CAFÉ AT 2500 SUTTON BLVD.: Wanda Walters asked about contact information for the new owner in case there were parking issues on the street. Public Works Director Traxler stated he would convey the contact information of the new owner and added she could also contact the police for illegally parked vehicles.

Michelle Brown asked if the new owners planned on having live entertainment. Public Works Director Traxler stated the new owners have not indicated they plan on having live music.

PUBLIC HEARING TO HEAR CITIZEN'S COMMENTS ON A REQUEST BY GATEWAY CHICKEN LLC, OWNER OF GUS'S WORLD FAMOUS FRIED CHICKEN LOCATED AT 7434 MANCHESTER FOR A BEER AND WINE AND SUNDAY BEER AND WINE LIQUOR LICENSE: No one spoke.

PUBLIC HEARING TO HEAR CITIZEN'S COMMENTS ON THE PROPOSED 2022 PROPERTY AND PERSONAL PROPERTY TAX RATES: No one spoke.

PUBLIC FORUM: The building landlord for 2500 Sutton stated additional parking is available at 7411 Manchester.

ANNOUNCEMENTS: Councilmember Phillips made the following announcements:

- The first annual Maplewood Route 66 celebration event is Saturday, September 24 from noon-6:00 p.m. Enjoy classic cars, food, drink, shopping and more. Details can be found at www.cityofmaplewood/route66.
- This past Saturday's movie night has been rescheduled to Saturday, November 5 at 7:00 p.m. and will be held in the engine bay at the Fire house.
- The Maplewood Police Officers Association will host a movie night on Saturday, October 8 at 7:00 p.m. at the Yale green space. The featured movie will be Monsters Inc.

APPROVAL OF THE AUGUST 9, 2022 CITY COUNCIL MEETING MINUTES: Councilmember Faulkingham motioned to approve, seconded by Councilmember Homa, which motion received the approval of the Council.

LIBRARY BOARD REPORT BY CHARLIE HINDERLITER, BOARD PRESIDENT: Mr. Hinderliter gave a PowerPoint presentation which is attached to these minutes.

MOTION TO APPROVE A FULL AND SUNDAY LIQUOR LICENSE FOR JAMIE HERMAN OF LOOKING MEADOW CAFÉ TO BE LOCATED AT 2500 SUTTON BLVD.: Councilmember Faulkingham motioned to approve, seconded by Councilmember Homa, which motion received the approval of the Council.

MOTION TO APPROVE A BEER AND WINE AND SUNDAY BEER AND WINE LIQUOR LICENSE FOR GATEWAY CHICKEN LLC, OWNER OF GUS'S WORLD FAMOUS FRIED CHICKEN LOCATED AT 7434 MANCHESTER: Councilmember Faulkingham motioned to approve, seconded by Councilmember Homa, which motion received the approval of the Council.

R22-66, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING MICHAEL REESE AND ALEXIS MILLER AS CITY REPRESENTATIVES TO THE DEER CREEK CENTER COMMUNITY IMPROVEMENT DISTRICT, EACH TO TERMS EXPIRING AUGUST 21, 2026; AND APPOINTING LESLIE R. MELTON TO THE DEER CREEK CENTER COMMUNITY IMPROVEMENT DISTRICT TO AN ADDITIONAL FOUR-YEAR TERM EXPIRING AUGUST 21, 2026 was introduced. It was moved by Councilmember Faulkingham and seconded by Councilmember Homa to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Homa, Page and Phillips. Nays, none.

R22-67, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING MICHAEL REESE AS THE CITY REPRESENTATIVE TO THE SUNNEN STATION COMMUNITY IMPROVEMENT DISTRICT AS INTERIM DIRECTOR REPLACING ALEXIS MILLER AS THE CITY REPRESENTATIVE WITH A TERM EXPIRING SEPTEMBER 26, 2024; AND APPOINTING GHLEE T. COZAD III (G.T.) AND CHRIS MILTENBERGER, PROPERTY OWNER REPRESENTATIVES, EACH TO ADDITIONAL FOUR-YEAR TERMS EXPIRING SEPTEMBER 26, 2026 was introduced. It was moved by Councilmember Faulkingham and seconded by Councilmember Homa to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Homa, Page and Phillips. Nays, none.

R22-68, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI AUTHORIZING THE CITY MANAGER TO PURCHASE FIVE (5) AUTOMATED LICENSE PLATE RECOGNITION CAMERAS IN THE AMOUNT OF FOURTEEN THOUSAND SIX HUNDRED FIFTY DOLLARS (\$14,650.00) was introduced. It was moved by Councilmember

Faulkingham and seconded by Councilmember Homa to approve the resolution. After a brief discussion, the following roll call vote was received: Ayes, Mayor Knapper, members Faulkingham, Homa, Page and Phillips. Nays, member Crosley.

BILL 6202, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, ESTABLISHING THE TAX RATES FOR THE CITY OF MAPLEWOOD AND THE MAPLEWOOD SPECIAL BUSINESS DISTRICT ON ALL REAL, PERSONAL, TANGIBLE AND INTANGIBLE PROPERTY WITHIN THE CITY OF MAPLEWOOD, MISSOURI, FOR 2022 was given its first reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6202 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 Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6202 be passed to its third and final reading, which motion received the approval, by voice vote, of the Council.

BILL 6203, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, GRANTING A CONDITIONAL USE PERMIT TO ALLOW A CAFÉ IN THE SR SINGLE FAMILY RESIDENTIAL DISTRICT AT 2500 SUTTON BOULEVARD was given its first reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6203 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 Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6203 be passed to its third and final reading, which motion received the approval, by voice vote, of the Council.

BILL 6196, AN ORDINANCE AMENDING CHAPTER 34, ARTICLE IV.-OFFENSES AGAINST PERSONS OF THE MAPLEWOOD CODE OF ORDINANCES BY AMENDING CHAPTER 34-OFFENSES, ARTICLE VI.-OFFENSES AGAINST PUBLIC PEACE, SEC. 34-141.HATE OFFENSES was given its third and final reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6196 be approved, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Homa, Page and Phillips. Nays, none.

Bill No. 6196 was approved by the City Council on this 13th day of September, 2022 as **Ordinance Number 5991**.

BILL 6197, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING THE BUDGET FOR THE CITY OF MAPLEWOOD, MISSOURI, FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 THROUGH JUNE 30, 2023 was given its third and final reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6197 be approved, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Homa, Page and Phillips. Nays, none.

Bill No. 6197 was approved by the City Council on this 13th day of September, 2022 as **Ordinance Number 5992**.

BILL 6198, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING THE MAPLEWOOD CODE OF ORDINANCES, CHAPTER 50, TRAFFIC AND MOTOR VEHICLES, SECTION 50-243, OTHER PROHIBITIONS ON PARKING, BY AMENDING BARTOLD AVENUE, 2900 BLOCK, WEST SIDE OF STREET was given its third and final reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6198 be approved, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Homa, Page and Phillips. Nays, none.

Bill No. 6198 was approved by the City Council on this 13th day of September, 2022 as **Ordinance Number 5993**.

BILL 6199, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI AUTHORIZING THE CITY MANAGER TO EXECUTE AN STP-URBAN PROGRAM AGREEMENT BETWEEN THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION AND THE CITY OF MAPLEWOOD, FOR PROJECT NUMBER STP-9901 (667), TIP #7191-23, GREENWOOD BOULEVARD was given its third and final reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6199 be approved, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Homa, Page and Phillips. Nays, none.

Bill No. 6199 was approved by the City Council on this 13th day of September, 2022 as **Ordinance Number 5994**.

BILL 6200, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, GRANTING A CONDITIONAL USE PERMIT TO ALLOW A MUSIC SCHOOL AT 2743 SUTTON BOULEVARD AND 7401 HAZEL AVENUE was given its third and final reading. A motion was made by Councilmember Faulkingham that Bill No. 6200 be tabled for the reading of the findings of fact, duly seconded by Councilmember Homa, which motion received the approval, by voice vote, of the Council.

The Mayor and City Council make the following findings of fact for the petition for a Conditional Use Permit to allow a music school at 7401 Hazel Avenue and 2743 Sutton Boulevard:

- The proposed use complies with all applicable provisions of the Zoning Code.
- The proposed use will contribute to and promote the community welfare and convenience.
- The proposed use will not cause substantial injury to the value of neighboring property.
- The proposed use does comply with the overall neighborhood development plan and existing zoning provisions.
- The proposed use will provide, if applicable, off-street parking and loading areas in accordance with the standards of the Zoning Code.
- The proposed use will not substantially increase traffic hazards.
- The proposed use will not substantially increase fire hazards.
- The proposed use will not overtax public utilities.
- The proposed use will not place an undue burden on municipal services.

It was then moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that the findings of fact be approved, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Homa, Page and Phillips. Nays, none.

Councilmember Faulkingham motioned to bring Bill 6200 back onto the table, duly seconded by Councilmember Homa, which motion received the approval, by voice vote, of the Council.

A motion was made by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6200 be approved, which motion received the following roll call vote: Ayes, Mayor Knapper, member Crosley, Faulkingham, Homa, Page and Phillips. Nays, none.

BILL NO. 6200 was approved by the City Council on this 13th day of September, 2022 as **Ordinance No. 5995**.

BILL 6201, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, GRANTING A CONDITIONAL USE PERMIT TO BRIAN HOBBS OF CHATEAU MAPLEWOOD WINE BAR AND SHOP TO OPERATE A RESTAURANT FACILITY/WINE BAR WITH RETAIL SHOP AT 7326 MANCHESTER ROAD AND 7326 B. MANCHESTER ROAD was given its third and final reading. A motion was made by Councilmember Faulkingham that Bill No. 6201 be tabled for the reading of the findings of fact, duly seconded by Councilmember Homa, which motion received the approval, by voice vote, of the Council.

The Mayor and City Council make the following findings of fact for the petition for a Conditional Use Permit for a restaurant facility/wine bar to expand from its current operations at 7326 Manchester Road to include 7326 B. Manchester Road:

- The proposed use complies with all applicable provisions of the Zoning Code.
- The proposed use will contribute to and promote the community welfare and convenience.
- The proposed use will not cause substantial injury to the value of neighboring property.
- The proposed use does comply with the overall neighborhood development plan and existing zoning provisions.
- The proposed use will provide, if applicable, off-street parking and loading areas in accordance with the standards of the Zoning Code.
- The proposed use will not substantially increase traffic hazards.
- The proposed use will not substantially increase fire hazards.
- The proposed use will not overtax public utilities.
- The proposed use will not place an undue burden on municipal services.

It was then moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that the findings of fact be approved, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Homa, Page and Phillips. Nays, none.

Councilmember Faulkingham motioned to bring Bill 6200 back onto the table, duly seconded by Councilmember Homa, which motion received the approval, by voice vote, of the Council.

A motion was made by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6201 be approved, which motion received the following roll call vote: Ayes, Mayor Knapper, member Crosley, Faulkingham, Homa, Page and Phillips. Nays, none.

BILL NO. 6201 was approved by the City Council on this 13th day of September, 2022 as **Ordinance No. 5996**.

R22-69, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO PURCHASE ONE (1) RESCUE INFLATABLE BOAT, MOTOR AND EQUIPMENT FROM INMAR MARINE GROUP FOR TEN THOUSAND TWO HUNDRED FORTY-ONE DOLLARS AND 75 CENTS (\$10,241.75) was introduced. It was moved by Councilmember Faulkingham and seconded by Councilmember Homa to approve the resolution, which motion received the following roll call vote: Ayes, Mayor Knapper, members Crosley, Faulkingham, Homa, Page and Phillips. Nays, none.

OLD BUSINESS-ORDINANCE REVIEW COMMITTEES: Meeting summaries were given by Councilmember Phillips and Mayor Knapper.

COUNCIL COMMUNICATION: Councilmember Phillips thanked the Fire Department for hosting another successful blood drive last Friday.

MAYOR'S REPORT:

- Mayor Knapper stated she is meeting with different development companies/organizations in the St. Louis region such as Park Central Development and Green Street Development and focusing on how to create attainable housing and workforce housing.
- Mayor Knapper stated she is working with Webster Groves Mayor Laura Arnold on ways to address the flooding issues both communities faced in July.
- Mayor Knapper is working on a *Move with the Mayor* disco roller skating event to be held in late October at the outdoor hockey rink.
- Mayor Knapper stated she was accepted into the housing co-hort for Local Progress. Local Progress is a registered 501(c)4 organization that works with elected officials to advance a racial and economic justice agenda through all levels of local government.
- Mayor Knapper presented a proclamation to Bob Harsh for his years of service on the Parks and Recreation Commission.

CITY ATTORNEY'S REPORT: No report.

CITY MANAGER'S REPORT:

- Mr. Reese announced there will be a budget town hall on November 9 from 6:00-8:00 p.m. at Maplewood City Hall. A ZOOM option will also be available.
- Mr. Reese will be attending the annual city and county city manager's conference beginning this Friday through Wednesday of next week. This year's conference is in Columbus, Ohio.

PUBLIC FORUM: James Breihan stated he has no concerns if homeowners are not present and utilize their homes for short-term rentals.

Sheila Suderwalla thanked the mayor and council for making Maplewood more inclusive. She noted the passing of the ordinance against hate crimes is substantial.

Mayor Knapper welcomed the Washington University students in attendance at tonight's meeting.

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.



MAPLEWOOD Public Library



City Council Report, September 2022
maplewoodpubliclibrary.org





2022-2023 Board Members

President Vice President Treasurer Secretary

Charlie
Hinderliter

Martin
Brenner

Evan
Loveless

Ashleigh
Johnson

Trustees

Lorraine
Frazier

Kim
Gifford

Kripanidhi
Nithya

Dan
Rubin

Kristin
Spencer

Fast Facts

01.

Physical Materials
43,154 materials
available for
checkout

02.

Library of Things
Fishing poles,
telescopes, knitting
needles, crochet
hooks, Dungeons
and Dragons starter
kits, and tarot cards

03.

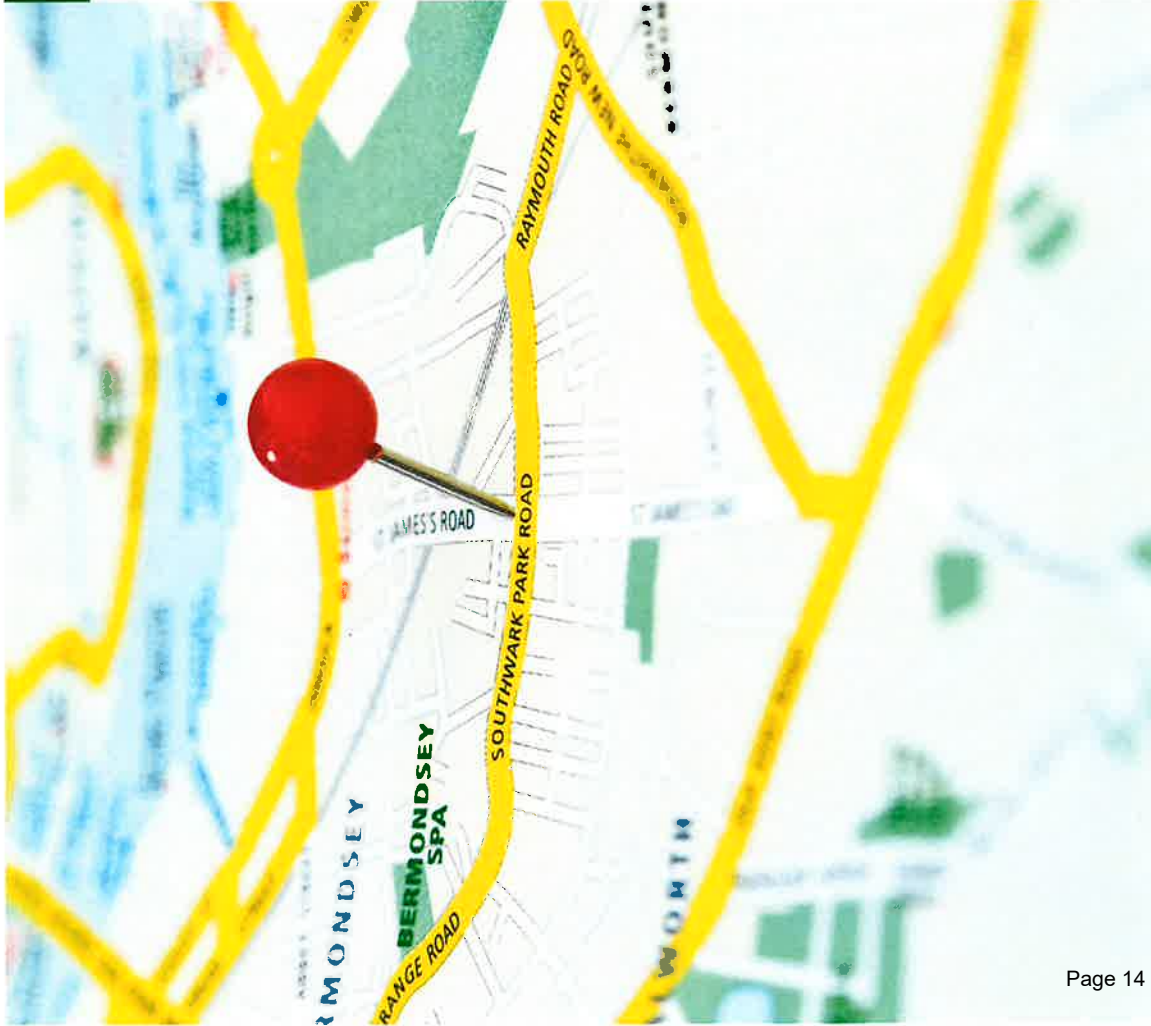
Databases
11 online databases
focused on many
topics including legal
documents, veterans
benefits, genealogy,
and homework help

04.

Visits
38,650 visitors
during fiscal year
2021-2022

If we don't have it... someone will!

- Materials from nine libraries in the Municipal Library Consortium
- Maplewood residents can get library cards from:
 - St. Louis County Library, St. Louis Public Library, St. Charles City-County Library, Jefferson County Library, and Scenic Regional Library.
- Interlibrary Loan is available to access libraries throughout Missouri, as well as other states



**How many people
have a Maplewood
Public Library card?**

You'll have to guess!

**(Answer will be revealed at the
end of Library Card Sign-Up
Month)**



Community



Youth Services Manager, Kim Royer, at summer concert

Programming

- Adult and youth book clubs
- Storytimes for babies and littles
- Teen Hangouts
- After-school programs
- Special events such as knitting classes and yoga
- Summer Reading Challenge
- Winter Reading BINGO
- Holiday Open House
- Pumpkin Painting contest
- And more!

Community Involvement

- Maplewood Juneteenth Festival
- Mid-County Chamber of Commerce Summer Concert Series
- Tower Grove Pride
- Seed Library partnership with MRH

Mutual Aid

- Reference by mail for incarcerated individuals
- Food for Fines drives
- Home delivery services
- Resources for unhoused visitors including clothing rack, mini pantry, hygiene basket, menstrual products
- Holiday Giving Tree
- Narcan
- Local resources page on website
- Monthly community mutual aid meeting group



Awards



2021

Missouri Library Association's
Community Partnership
award for working toward
mutual aid goals with area
organization, MapleGOOD



2022

Circulation Manager, Tori Story,
named Missouri Library
Association's Outstanding New
Librarian for her commitment
to DEI initiatives





Board Goals

Strategic Plan


1

Develop a new strategic plan for the future of Maplewood Public Library and evaluate its existing programs and services

Bond

2

Get a no-tax-increase bond measure on an upcoming ballot to make improvements to the historic 1938 building that houses the library



Thank you! ✨

INTEROFFICE MEMORANDUM



To: Mayor and City Council
From: Anthony Traxler, Assistant City Manager/Director of Public Works
Date: September 20, 2022
Subject: Greenwood Boulevard STP – 9901 (667) Sussex Avenue to Canterbury Avenue

The City of Maplewood was awarded a grant of \$1,400,000 to reconstruct (concrete) Greenwood Boulevard from Sussex Avenue to Canterbury Avenue. Sidewalks at all intersections will also be improved to ensure ADA compliance and the intersection of Sutton and Greenwood will be elevated to provide greater sightlines for pedestrian and vehicular safety. The project will be constructed simultaneously with the Great Rivers Greenway pedestrian trail project. The City will be responsible for approximately 30% of the total project costs with MODOT paying the remainder. It is anticipated that construction for this project will start in April 2025 with completion slated for October 2025.

The Missouri Department of Transportation (MoDOT) requires the City must undertake an engineering qualification review to select a firm to design and manage the project. State law requires that engineering firms and surveyors must be selected on qualifications, not by price bid. A Request for Qualifications was issued and advertised on the Missouri Department of Transportation's website. Six engineering firms responded. All of the firms were qualified to perform the work.

The state requirement ensures that the City selects a firm that has the technical, fiscal and management skills to render satisfactory service. The City 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.

Based on their written qualification statements and their interview, staff recommends the team of Oates and Associates 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 to perform the work
- (d) I have previously worked with Oates and Associates on other federally funded projects successfully
- (e) Oates and Associates was selected by Great Rivers Greenway to design their pedestrian trail project on Greenwood Boulevard, having one firm design both projects will improve efficiencies of operations, reduce costs and simplify responsibilities for this project.

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 OATES AND ASSOCIATES AND ITS SUBCONSULTANTS TO PROVIDE ENGINEERING AND CONSTRUCTION OVERSIGHT SERVICES FOR STP – 9901 (667) GREENWOOD BOULEVARD IMPROVEMENT PROJECT

WHEREAS, The City of Maplewood was awarded a grant of federal funds in the amount of \$1,400,000 from the Surface Transportation Program administered by the East-West Gateway Council of Governments, the metropolitan planning organization, for improvements to Greenwood Boulevard from Sussex Avenue to Canterbury Avenue. The City's matching funds for the project are approximately \$400,000; and

WHEREAS, the City of Maplewood Director of Public Works issued a Request for Qualifications, posted on the Missouri Department of Transportation's website for engineering firms to prepare plans, specifications, estimates of cost and oversee construction of the above referenced improvements; and

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

WHEREAS, the Director of Public Works reviewed the requests and recommends Oates and Associates and its subconsultants 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 Director previously worked with Oates and Associates on other federally funded projects successfully
- (e) Oates and Associates is charged with designing the adjacent pedestrian trail for Great Rivers Greenway, a project that will take place simultaneously

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

Oates and Associates and its subconsultants are hereby selected as the firm to perform engineering and construction oversight services for the Greenwood Boulevard improvement project STP 9901 (667), subject to the approval of the Missouri Department of Transportation; and

BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to negotiate an engineering services agreement and construction oversight and inspection agreement with Oates and Associates, in accordance with Missouri Department of Transportation regulations, to implement the project.

Passed this 27th day of September 2022.

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, City Clerk

Approved this 27th day of September 2022.

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, City Clerk

Scope of Engineering Services

Engineering services are required for the preparation of contract plans, specifications and estimates (PS&E) for the construction of approximately 3,000 feet of the Greenwood Boulevard between Sussex Lane to the west and Canterbury Avenue to the east. This work will be coordinated with the proposed Deer Creek Greenway currently being administered by Great Rivers Greenway. It is anticipated that the Greenwood Boulevard improvements will be combined with the Deer Creek improvements as one set of construction plans.

The proposed improvements include pavement reconstruction, curb and gutters, sidewalks, inlets and storm sewers, and other miscellaneous work as required to complete the project in accordance with the City of Maplewood and MoDOT standards. Estimated hours and assumptions have been developed following the outlined scope of work listed below.

1. Field Surveys

This work will include limited topographic survey to supplement aerial survey completed as part of the Deer Creek Greenway project. We will establish existing topographic features. Included in this scope are:

- Contact Missouri One Call for utility locates
- Confirm horizontal and vertical control for the project
- Locate visible existing utilities and underground utilities marked by the utility companies
- Obtain inverts on existing inlets and manholes
- Confirm existing topographic features within the project corridor
- Tie in finish floors on south side of Greenwood
- Prepare an electronic base map of existing topographic features

2. Intersection Geometrics

Review the intersection geometrics, pedestrian access and ADA grading, and sight distance at the Sutton Boulevard intersection. Included in this scope are:

- Review intersection geometry
- Review intersection grading and ADA compliance
- Evaluate intersection sight distance
- Evaluate parking impacts and options to maximize on-street parking

3. Project Development

Oates will coordinate with those agencies responsible for issuing any permits, approvals, or clearances, whether environmental or otherwise, that might be required. This phase will include:

- Complete Request for Environmental Review (RER) online submittal through MoDOT LPA website
- Complete and submit Section 106 form
- Complete coordination for Threatened & Endangered Species clearance
- Provide monthly status updates for duration of project, estimated at 24 months

One open house style public meeting is anticipated. Time is included for one aerial exhibit and one person to attend the meeting.

4. Utility Coordination

Utility coordination will be led by M3 Engineering. All available information will be compiled, and key facilities identified. Two submittals will be made to the utility companies, the first at the preliminary plan submittal, and the second at the final plan submittal. Included in this scope are:

- Provide updated plans at project milestones for distribution to the utility companies, anticipated to be preliminary plans and final plans
- Attend utility coordination meetings at design milestones

5. Storm Water Management

Storm water management and coordination with MSD will be led by M3 Engineering. Existing and proposed drainage areas will be established, and any modifications to the existing storm sewer system and inlets will be evaluated. Plans will be sent to MSD to determine if any water quality improvements are required. Included in this scope are:

- Establish existing and proposed drainage areas
- Evaluate existing inlet spacing and sizing
- Evaluate existing storm sewer capacity
- Coordination with MSD

6. Preliminary Plans

Preliminary design will be completed to reconstruct Greenwood Boulevard from Canterbury Avenue to Sussex Avenue, including pavement reconstruction, sidewalk reconstruction along the south side of Greenwood, and associated improvements to prepare detailed preliminary plans in coordination with the Deer Creek Greenway improvements. Included in this scope are:

- Develop proposed typical sections
- Develop the horizontal and vertical alignment
- Develop preliminary plan and profile with right of way and utility conflicts identified
- Layout preliminary pavement, intersections, sidewalk, and curb ramps
- Preliminary cross sections every 25 feet to determine construction limits and impacts
- Prepare preliminary estimate of cost
- Complete field check of proposed improvements
- Preliminary PSE submittal

7. Final Plans

This phase includes two submittals- one complete pre-final submittal of all documents for review and comment, and one final submittal of all documents for construction (PS&E). Final plans include the following:

- Cover Sheet
 - Location map / project limits
 - Index of Sheets / List of State Standards
- General Notes
- Summary of Quantities
- Schedules
- Typical Sections
 - Existing and proposed covering the entire project
 - Legend provided on all sheets
- Construction Details
 - Miscellaneous details
 - Accessible ramp details
 - Entrance details
 - Drainage structure details
 - Traffic control / signing details
 - Alignment and Ties
- Specialty plan sheets – on separate plan and profile sheets
 - Intersection Warping Plans
 - Maintenance of Traffic Plans
 - Pavement Marking Plans
 - Storm Water Pollution Prevention Plans
- Plan and Profile Sheets
- Cross Sections
 - Provide sections at 25-foot intervals
 - Show existing & proposed right of way
 - Provide centerline elevations and cross-slopes
 - Provide cut and fill areas
- Contract Documents
 - Front End Documents (from MoDOT template)
 - Job Specific Special Provisions
 - ROW Commitments
 - Schedule of Prices
 - Estimate of Time
 - Engineer's Opinion of Probable Construction Cost
- Pre-Final Plan Submittal
- Final PS&E Submittal
- Bid Assistance

8. Right Of Way

Establish existing and proposed right of way and easement lines; prepare right of way plans, individual parcel plats and legal descriptions for an estimated 28 parcels. Included in this scope are:

- Research and review record right of way and property information
- Locate and tie in existing monumentation
- Establish existing right of way, easements (shown on recorded plats), and property lines that adjoin the project

- Establish the proposed right of way corridor
- Prepare right of way plans
- Prepare legal descriptions
- Prepare parcel exhibits

The City will complete the right of way acquisition process. No property staking is included in this scope.

9. Construction Phase Services

Construction services will include full time construction observation for an estimated 4 months. Anticipated scope of work is outlined below:

- Preconstruction meeting attendance
- Full time on-site construction observation
- Measurement of quantities
- Prepare pay applications
- Prepare monthly progress reports
- Review labor records / interviews
- Coordinating with MoDOT LPA staff
- Concrete testing – slump, air, test cylinders

ESTIMATE OF PERSON HOURS

PROJECT: Greenwood Boulevard Reconstruction
 LOCATION: Maplewood MO
 CLIENT: City of Maplewood
 FIRM: Oates Associates, Inc.
 JOB NO.: 222067
 CONTRACT: Original

TASK	SR. PROF. II	SR. PROF. I	PROF. II	PROF. I	JR. PROF.	TECH. II	TOTAL	SCOPE OF WORK
1.0 FIELD SURVEYS								
1.1 horizontal & vertical control	0	4	2	4	40	32	82	
1.2 topography	0	0	2	0	8	8	18	confirm control with Deer Creek project
1.3 process survey data for CADD	0	0	0	0	24	24	48	assume 3 crew days of pickup survey / finish floors
draw existing topo	0	4	0	4	8	0	16	coordinate overall basemap with Deer Creek project
create & process TIN surface					4		4	
field review and edit topo & TIN		4		4			8	
							0	
1.4 staking	0	0	0	0	0	0	0	not included
2.0 INTERSECTION GEOMETRICS								
2.1 horizontal and vertical geometry	0	59	0	96	0	0	155	Sutton Boulevard intersection
geometric layout	0	15	0	44	0	0	59	
establish vertical profile		8		16			24	
evaluate turning movements		4		16			20	
evaluate intersection sight distance		1		4			5	
evaluate parking impacts		1		4			5	
		1		4			5	
							0	
2.2 pedestrian access and ADA layout	0	4	0	12	0	0	16	
evaluate pedestrian access route		2		4			6	
curb ramp layouts		2		8			10	assume 4 ramps
							0	
2.3 coordination with City Sutton I/S project	0	40	0	40	0	0	80	
3.0 PROJECT DEVELOPMENT								
3.1 Environmental Coordination	0	38	0	30	16	0	84	LPA RER process
complete RER online submittal		4		8			12	through MoDOT LPA site
section 106 application		4		8			12	
section 106 exhibits					8		8	maps, aeriats, const. limits
threatened & endangered species clearance				2	8		10	per RER guidance
							0	

ESTIMATE OF PERSON HOURS

PROJECT: Greenwood Boulevard Reconstruction
 LOCATION: Maplewood MO
 CLIENT: City of Maplewood
 FIRM: Oates Associates, Inc.
 JOB NO.: 222067
 CONTRACT: Original

TASK	SR. PROF. II	SR. PROF. I	PROF. II	PROF. I	JR. PROF.	TECH. II	TOTAL	SCOPE OF WORK
3.2 public meeting / coordination	0	6	0	12	0	0	18	assume one open house meeting
aerial exhibit		2		8			10	
attend meeting		4		4			8	
3.3 monthly project update	0	24	0	0	0	0	24	assume 24 months
4.0 UTILITY COORDINATION	0	12	0	20	0	0	32	
4.1 utilities	0	12	0	20	0	0	32	led by M3 Engineering
request type, size & location of existing facilities		1		4			5	
verify type, size & location of existing facilities		1		4			5	
send plans to utilities		2		4			6	assume 2 submittals
coordination meetings with utilities		8		8			16	assume 2 meetings
							0	
5.0 STORMWATER MANAGEMENT	0	16	0	8	0	0	24	Coordination with M3 Engineering
6.0 PRELIMINARY PLANS - ROAD	1	47	0	160	0	0	208	50% plans to MoDOT
6.1 data collection/ criteria	1	0	0	2	0	0	3	per MoDOT EPG
6.2 horizontal alignment	0	4	0	4	0	0	8	coordinate with Deer Creek project, adjust location of crown
6.3 vertical alignment	0	4	0	8	0	0	12	adjust location of crown and base off of entrance grades
6.4 preliminary design development	0	18	0	66	0	0	84	
pavement analysis & design							0	per County standard
intersection geometrics design		4		12			16	assume 6 intersections (excluding Sutton)
develop construction staging		1		4			5	
guardrail/ barriers requirements							0	n/s
signage/ pavement markings		1		4			5	
utility relocation requirements		4		4			8	
layout entrances		4		24			28	assume 24 entrances
s/w ramp layouts		4		18			22	assume 18 ramps
							0	

ESTIMATE OF PERSON HOURS

PROJECT: Greenwood Boulevard Reconstruction
 LOCATION: Maplewood MO
 CLIENT: City of Maplewood
 FIRM: Oates Associates, Inc.
 JOB NO.: 222067
 CONTRACT: Original

TASK	SR. PROF. II		SR. PROF. I		PROF. II		PROF. I		JR. PROF.		TECH. II		TOTAL	SCOPE OF WORK
		subtotal:		subtotal:		subtotal:		subtotal:		subtotal:		subtotal:		
6.5 preliminary plan development	0		8		0		28		0		0		36	
plan- alignment/ stationing/ curve data			1		1		4		4				5	
pavement/ shoulders/ medians/ curbs/ sidewalks			1		1		4		4				5	
intersections labeling			1		1		4		4				5	
intersection site distance			1		1		2		2				3	
entrances/ access roads labeling			1		1		2		2				3	
guardrail/ barriers													0	n/a
construction limits			1		1		4		4				5	
right-of-way/ owners							2		2				2	
benchmarks/ control points							2		2				2	
profile- grades/ elevations/ curve data			1		1		2		2				3	
storm sewer labeling			1		1		2		2				3	
													0	
6.6 preliminary cross-sections/ earthwork	0		4		0		40		0		0		44	every 25 feet
cut existing sections/ develop existing cross-section elevations			2		2		8		8				10	
proposed roadway templates			2		2		24		24				26	
end areas/ earthwork estimate							4		4				4	
plot & label ROW							4		4				4	
													0	
6.7 submittals	0		9		0		12		0		0		21	
preliminary plan			4		4		4		4				8	
field check			4		4		4		4				8	
cost estimate			1		1		4		4				5	
													0	

ESTIMATE OF PERSON HOURS

PROJECT: Greenwood Boulevard Reconstruction
 LOCATION: Maplewood MO
 CLIENT: City of Maplewood
 FIRM: Oates Associates, Inc.
 JOB NO.: 222067
 CONTRACT: Original

TASK	SR. PROF. II	SR. PROF. I	PROF. II	PROF. I	JR. PROF.	TECH. II	TOTAL	SCOPE OF WORK
7.0 FINAL PLANS - ROAD	0	58	0	57	171	0	286	PS&E to MoDOT
7.1 cover sheet	0	0	0	1	4	0	5	
7.2 quantities	0	2	0	9	40	0	51	
pay items & code numbers		1		2	8		11	
pavement schedule & quantities				1	4		5	
entrances schedule & quantities				1	4		5	
storm sewer schedule & quantities					2		2	
pavement markings schedule & quantities					2		2	
removals schedule & quantities				1	4		5	
earthwork schedule & quantities				2	4		6	
other schedules & quantities				4	4		4	
summary of quantity schedule		1		2	8		11	
							0	
7.3 typical sections	0	0	0	1	4	0	5	refine from preliminary
7.4 construction detail sheets	0	1	0	5	48	0	54	
side streets & entrances					4		4	
pavement details					2		2	
s/w ramp details/ sheets		1		4	36		41	assume 18 ramps
drainage structures					2		2	
retaining walls							0	n/a
survey tie points				1	4		5	
							0	
7.5 maintenance of traffic	0	3	0	6	8	0	17	
develop construction staging		2		4			6	
staging notes					2		2	
staging details					2		2	
detour plans							0	n/a
traffic control plans		1		2	4		7	
							0	

ESTIMATE OF PERSON HOURS

PROJECT: Greenwood Boulevard Reconstruction
 LOCATION: Maplewood MO
 CLIENT: City of Maplewood
 FIRM: Oates Associates, Inc.
 JOB NO.: 222067
 CONTRACT: Original

TASK	SR. PROF. II	SR. PROF. I	PROF. II	PROF. I	JR. PROF.	TECH. II	TOTAL	SCOPE OF WORK
7.6 traffic signal plans	0	0	0	0	0	0	0	n/a
7.7 specialty plan sheets	0	1	0	7	28	0	36	
pavement markings				2	8		10	
signing plans							0	n/a
warping plans		1		4	18		21	
erosion control				1	4		5	
lighting plans							0	n/a
							0	
7.8 road plan/profile sheets	0	4	0	4	15	0	23	
plan-alignment/ stationing/ curve data					1		1	
pavement/ sidewalks				1	2		3	
intersections				1	4		5	
entrances/ access roads				1	2		3	
guardrail/ barriers							0	
storm sewers				1	4		5	n/a
construction limits				2			2	
cross-references		4					4	
							0	
12.10 cross sections	0	0	0	4	16	0	20	
hand edits					4		4	
proposed ditches/ culverts/ storm sewer				1	4		5	
proposed ROW limits					2		2	
earthwork end areas				1	4		5	
matchlines/ cross-references				2	2		4	
							0	
12.11 contract documents	0	28	0	8	0	0	36	
MoDOT PS&E checklist		8					8	
job special provisions		16					16	
estimate of time		1		2			3	
unit cost		1		2			3	
estimate of cost		2		4			6	
							0	

ESTIMATE OF PERSON HOURS

PROJECT: Greenwood Boulevard Reconstruction
 LOCATION: Maplewood MO
 CLIENT: City of Maplewood
 FIRM: Oates Associates, Inc.
 JOB NO.: 222067
 CONTRACT: Original

TASK	SR. PROF. II		SR. PROF. I		PROF. II		PROF. I		JR. PROF.		TECH. II	TOTAL	SCOPE OF WORK
12.12 pre-bid	0	8	0	0	0	0	0	0	0	0	0	8	pre-bid meeting and answer questions
12.13 final PS&E submittal	0	11	0	12	8	0	0	0	0	0	0	31	
final on site field check		4		4								8	
plot and assemble final plans		1		4								9	
copy and review final CADD files												2	
copy and assemble computations												2	
copy and assemble contract documents												2	
final submittal and close-out												8	
												0	
8.0 RIGHT OF WAY	14	9	58	14	212	8	315	assume 28 parcels					
8.1 survey	4	0	8	0	8	8	28	confirm existing ROW and property lines with Deer Creek project					
8.2 documents	8	8	48	12	192	0	268						
set proposed ROW			4		8		12						
prepare ROW plans			4		4		32	assume 6 sheets					
calculate lot closures and areas			8		28		38	assume 28 parcels @ 1 hr/ea					
prepare legal descriptions			32		112		148	assume 28 parcels @ 4 hr/ea					
prepare parcel plats			8		28		38	assume 28 parcels @ 1 hr/ea					
							0						
8.3 submittals	2	1	2	2	12	0	19						
pre-final submittal - ROW plan only					2		7						
final submittal - all documents	2		2		8		12						
							0						
8.4 negotiations / acquisitions	0	0	0	0	0	0	0	not included					
9.0 CONSTRUCTION PHASE SERVICES	0	64	0	16	0	672	752	assume full time					
9.1 preconstruction	0	8	0	0	0	0	8						
9.2 shop drawing review	0	8	0	16	0	0	24						
9.3 observation, testing and documentation	0	48	0	0	0	672	720						
construction observation		16				640	656	assume full time for 16 weeks					
construction admin / site visits		16				16	16						
MoDOT semi-final inspection		8				16	24	includes punch list documentation					
closeout documentation		8				16	24						
							0						
9.4 construction staking	0	0	0	0	0	0	0	not included					

City of Maplewood
Greenwood Boulevard Roadway Improvements
Hour and Fee Estimate 9/20/2022

M3 Engineering Group, PC Tasks										
TASK 1 - Stormwater Design	Eng. III	Eng. II	Sr. Designer	Totals	Direct Labor	Overhead (169.00%)	Labor + Overhead	Fixed Fee (14.50%)	Total Cost + Fixed Fee	% Task Total
A. Hydrologic and Hydraulic Design										
1. Determine the location and size of stormwater improvements		4		4	\$ 167.32	\$ 282.77	\$ 450.09	\$ 65.26	\$ 515.35	2.29%
2. Perform hydrologic and hydraulic calculations	1	10	2	13	\$ 571.82	\$ 966.38	\$ 1,538.20	\$ 223.04	\$ 1,761.24	7.82%
B. MSD Permitting and Coordination										
C. Plan Production										
1. 30% Plans	2	8	36	46	\$ 2,041.04	\$ 3,449.36	\$ 5,490.40	\$ 796.11	\$ 6,286.51	27.92%
2. 60% Plans	2	8	16	26	\$ 1,166.44	\$ 1,971.28	\$ 3,137.72	\$ 454.97	\$ 3,592.69	15.95%
3. 90% Plans	2	4	12	18	\$ 824.20	\$ 1,392.90	\$ 2,217.10	\$ 321.48	\$ 2,538.58	11.27%
4. 100% Plans	2	2	8	12	\$ 565.62	\$ 955.90	\$ 1,521.52	\$ 220.62	\$ 1,742.14	7.74%
D. Job Special Provisions										
1. Outline list of anticipated JSPs		1		1	\$ 41.83	\$ 70.69	\$ 112.52	\$ 16.32	\$ 128.84	0.57%
2. Prepare JSPs	2	8		10	\$ 466.76	\$ 788.82	\$ 1,255.58	\$ 182.06	\$ 1,437.64	6.38%
2. Revise JSPs	2	2		4	\$ 215.78	\$ 364.67	\$ 580.45	\$ 84.17	\$ 664.62	2.95%
E. Quantities and Construction Estimate										
1. 30% Plans	1	6		7	\$ 317.04	\$ 535.80	\$ 852.84	\$ 123.66	\$ 976.50	4.34%
2. 60% Plans	1	4		5	\$ 233.38	\$ 394.41	\$ 627.79	\$ 91.03	\$ 718.82	3.19%
3. 90% Plans	1	2		3	\$ 149.72	\$ 253.03	\$ 402.75	\$ 58.40	\$ 461.15	2.05%
4. 100% Plans	1	2		3	\$ 149.72	\$ 253.03	\$ 402.75	\$ 58.40	\$ 461.15	2.05%
TASK TOTAL HOURS										
DIRECT LABOR HOURLY RATE	\$ 66.06	\$ 41.83	\$ 43.73	161						
DIRECT LABOR	\$ 1,189.08	\$ 2,886.27	\$ 3,236.02	\$ 7,311.37	\$ 7,311.37					
OVERHEAD @ 169%	\$ 2,009.55	\$ 4,877.80	\$ 5,468.87	\$ 12,356.22		\$ 12,356.22				
DIRECT LABOR PLUS OVERHEAD	\$ 3,198.63	\$ 7,764.07	\$ 8,704.89	\$ 19,667.59		\$ 19,667.59				
FIXED FEE @ 14.5%	\$ 463.80	\$ 1,125.79	\$ 1,262.21	\$ 2,851.80				\$ 2,851.81		
TOTAL COST PLUS FIXED FEE	\$ 3,662.43	\$ 8,889.86	\$ 9,967.10	\$ 22,519.39					\$ 22,519.40	

Note: Fees are based on the billing rates indicated for the respective employee classification.

INTEROFFICE MEMORANDUM



To: Mayor and City Council
From: Anthony Traxler, Assistant City Manager/Director of Public Works
Date: September 23, 2022
Subject: Deer Creek Playground Surfacing

The playground tiles at deer creek park were rendered unusable by the recent flooding of deer creek park. The tiles were filled with pea gravel so they no longer meet safety specifications. Additionally, flood water that flowed below and within the tiles became trapped which damaged many of the tiles.

Attached is a Sourcewell Bid for All Inclusive Recreation to replace the playground tiles in the amount of \$111,325. Sourcewell is a government agency offering competitively solicited contracts that not-for-profit entities can use to secure goods and services. In addition to replacing these tiles, drain holes in the concrete surface will be created and we are replacing the pea gravel surrounding the park with wood chips. These actions should mitigate damage to the tiles during future flood events.

The City has worked successfully with All Inclusive Recreation in the past. Please see the attached resolution requesting City Council approval of the aforementioned playground surfacing. 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 ALL INCLUSIVE RECREATION IN THE AMOUNT OF ONE HUNDRED ELEVEN THOUSAND THREE HUNDRED TWENTY-FIVE DOLLARS (\$111,325) FOR THE REMOVAL AND DISPOSAL OF THE EXISTING PLAYGROUND SURFACE AND THE INSTALLATION OF A NEW PLAYGROUND SURFACE AT DEER CREEK PARK.

WHEREAS, the City desires to replace the playground surface at deer creek park due to a recent flood event; and

WHEREAS, Sourcewell, a cooperative procurement service that represents reasonable reduced rates for municipalities nationwide, provides for playground resurfacing. All Inclusive Recreation was awarded the Sourcewell bid for playground resurfacing; and

WHEREAS, All Inclusive Recreation’s Sourcewell bid to replace the existing playground surface at deer creek park is \$111,325; and

WHEREAS, the City of Maplewood has worked successfully with All Inclusive Recreation in the past; and

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

The City Manager is hereby authorized to accept the bid of All Inclusive Recreation in the amount of one hundred eleven thousand three hundred twenty-five dollars (\$111,325) for the removal and disposal of the existing playground surface and the installation of a new playground surface at deer creek park.

Passed this 11th day of October 2022.

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, City Clerk

Approved this 11th day of October 2022.

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, City Clerk



**Budgetary Quote
All Inclusive Rec, LLC.**

P.O. Box 72, Farmington, Missouri 63640
Telephone: (314) 800 5101 / (866) 701 9787 Fax: (573) 701 9312
E-mail: stevev@allinclusiverec.com

Proposal submitted to: Jason Watkins **9/12/2022**
 City of Maplewood Public Works
 7601 Manchester Road **Job Name: Deer Creek Safety Surfacing**
 Maplewood, MO 63143
 Cell - (314)814-0142
j-watkins@cityofmaplewood.com **Job Location: 3200 N. Laclede Station Rd.**

Quotation #: SW-090222-1876
Client P.O #:
SofSurfaces, Inc. #010521-SFS
Sourcewell Contract
Maplewood Sourcewell Member ID# 98933

Ship To: Jason Watkins
 Deer Creek Park
 3200 N. Laclede Station Rd.
 Maplewood, MO 63143
 Cell - (314)814-0142
j-watkins@cityofmaplewood.com

Ref. No.	Description	Quantity	Unit Price	Total Price
Approx. 4000 sf	DuraSafe Premium Tiles			\$ 98,575.00
	Adhesive - Tile to Tile			
	Adhesive - Tile to Base			
Approx 600 sf	Polyurathan Foam Sealant			
	Poured-in-Place Rubber Safety Surfacing			\$ 12,750.00
	Remove and dispose of existing Tile			
	Installed over existing concrete			
	Total			\$ 111,325.00

	Quotation good for thirty (30) days.
Tax	Not included (Tax Exemption Certificate Required)
Delivery	Minimum five week(s) from date of order.
Deposit	50% required
Terms:	30 Days Net
*Installation:	Installation is included but does not include additional drainage work

**Paperwork (PO's, Deposit Checks, Etc.) Should Be Made Out to
All Inclusive Rec, P.O. Box 72, Farmington, Missouri 63640.**

Signature:

Title:

Date of Acceptance:

Terms:

1. ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. Any alterations or deviations from the above will be executed only upon written orders and will become an extra charge over and above the estimate.
2. "I/We understand that all accounts are payable to All Inclusive Rec LLC according to the terms shown on each invoice, and if not paid on or before said date, are then delinquent. I/We agree to pay any and all service charges added each month to past due invoices. Terms are Net 30 days upon delivery with approved credit. All charges are due and payable in full at - All Inclusive Rec, P.O Box 72, Farmington, MO 63640, unless notified in writing to the contrary. To the extent the terms and conditions of any purchase order/contract and/or any purchase order/contract confirmations are inconsistent with the terms and conditions of this signed quote, the terms and conditions of this signed quote shall prevail
3. The above pricing (if more than one item) is based upon a package purchase. Any adjustments may be subject to a price revision.
4. Customer is responsible for the off-loading of the equipment unless otherwise agreed to and an accurate inventory should be taken at the time and any missing or damaged parts should be noted to the Driver. You have 60 days to report any missing or damaged parts to your sales representative. **Truck Driver will not unload**
5. I/We understand that all cancellations or return of any order(s) will result in restocking fees, related freight charges and or administration fees and are clients responsibility and I/We agree to pay any and all of the charges and fees
6. Installation quoted is based on normal soil conditions. Any abnormal underground obstructions or conditions will result in additional costs or fees.
7. Lien Releases: Upon request by Owner, Company will issue appropriate partial lien releases as corresponding payments are received from Purchaser, but prior to receiving final payment from Purchaser or Owner. Company will provide a full release of liens upon receipt of final payment. In accordance with state laws, Company reserves the right to place a lien on the property if final payment has not been received 10 days prior to the filing deadline for liens.
8. Site-plan approval, permits, permit fees, plans, engineering drawings and surveying are specifically excluded from this agreement and the Services unless specified under the "General Scope of Work". The Company does not in any way warrant or represent that a permit or site plan approval for construction will be obtained. Sealed engineered drawings that are required but not included in the "General Scope of Work" will result in an additional cost to Purchaser

INTEROFFICE MEMORANDUM

TO: Michael Reese, City Manager

FROM: Lexie Miller, Director of Finance

DATE: September 22, 2022

RE: ARPA Resolution

As has been discussed for the last two years during budget deliberations, the City has deemed they will be using the ARPA funds received to replace lost revenue due to the COVID-19 Pandemic. The decision was made to utilize these funds in this manner to assist in the City's recovery from the pandemic.

Like all government grants, there are reporting requirements for the expenditure of these funds. While the Council has committed to utilizing these funds as discussed and has appropriated them within the budget, passing this Resolution will help demonstrate the specific expenditures funded by the grant which is required for reporting purposes.

While we have not been as specific within our budget as to the exact expenditures that would be reported as grant expenditures, I believe we should do so through a resolution. In an effort to make the entire grant award, expenditure, and reporting as transparent as possible, I plan to use public safety salaries as the expenditure. And while we can utilize any government salaries, public safety expenses are specifically allowed as grant expenditures, and our two largest departments are the Police and Fire departments. Therefore, specifically designating the grant expenditures as public safety salaries will be the most transparent expenditure of these funds.

RESOLUTION

R22-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI APPROVING A PLAN FOR ALLOCATION OF FUNDING RECEIVED UNDER THE AMERICAN RESCUE PLAN ACT OF 2021 FOR THE 2022-2023 FISCAL YEAR.

WHEREAS, the United States Congress passed the American Rescue Plan Act of 2021, effective March 11, 2021 (“ARPA” or the “Act”); and

WHEREAS, the Act created the Coronavirus State and Local Fiscal Recovery Fund (“SLFRF”) which, among other things, provides financial support to state and local governments in responding to the economic and public health impacts of the Coronavirus Disease (“COVID-19”); and

WHEREAS, under the provisions of SLFRF, the City of Maplewood has been allocated \$1,648,583.18 in funding to be received in two equal installments in September 2021 and August 2022; and

WHEREAS, the Final Rule adopted by the Department of Treasury provides that participants may use ARPA Funds for the provision of governmental services up to the amount of the experienced revenue loss, whether that be the standard allowance amount, or the amount calculated using the formula set forth in the Rule; and

WHEREAS, government services generally include any service traditionally provided by a government, unless Treasury has stated otherwise. The Rule and other guidance provide that “government services” expressly recognized by Treasury include, but are not limited to, (a) road building and maintenance and other infrastructure; (b) health services; (c) general government administration, staff, and administrative facilities; (d) environmental remediation; (e) provision of police, fire, and other public safety services (including the purchase of fire trucks and police vehicles); (f) maintenance or pay-as-you-go funded building infrastructure; and (g) modernization of cybersecurity, including hardware, software, and protection of critical infrastructure; and

WHEREAS, the City, has elected to take the “standard allowance”, and presume that up to \$10 million, but not exceed the City’s award, in revenue has been lost due to the public emergency, for the provision of governmental services; and

WHEREAS, during the budget discussions held in 2021 and 2022 the Councilmembers (the “Council”) have determined that the best use of ARPA funding when considering the provision of the ARPA and subsequent US Treasury Guidelines for Reporting and Documentation is in the use of the funds to continue general government services and shall be applied for public safety salaries for the fiscal year 2023 to utilize the full amount of ARPA funding provided to the City.

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

THAT, by adoption of this Resolution the City Council hereby approves a plan for the use of the SLFRF funding as appropriated by the City Council:

	Fiscal 2021-2022	Fiscal 2022-2023
SLFRF (ARPA) Grant Funding	\$ 824,291.59	\$ 824,291.59
Expenditures		
Continuing Government Services		
Public Safety Salaries	\$ -	\$ (1,648,583.18)
Beginning SLFRF Balance	\$ -	\$ 824,291.59
Ending SLFRF Balance	\$ 824,291.59	\$ -

Passed this day of , 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, City Clerk

Approved this day of , 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, City Clerk

RESOLUTION

R22-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, ADOPTING THE CITY OF MAPLEWOOD STRATEGIC PLAN.

WHEREAS, the City Council and City Manager held a Council Retreat on May 6-7, 2022 to set the overall direction of the community for the next several years; and

WHEREAS, the Strategic Plan establishes a Vision and Mission statement as well as Core Values, Focus Areas, Strategies, and Expectations; and

WHEREAS, the Strategic Plan is linked to the annual budget, city operations, strategic priorities, and employee evaluations.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS: The City Council of the City of Maplewood hereby adopts the City of Maplewood Strategic Plan.

Passed this 27th day of September, 2022

Nikylan Knapper, Mayor

Attest:

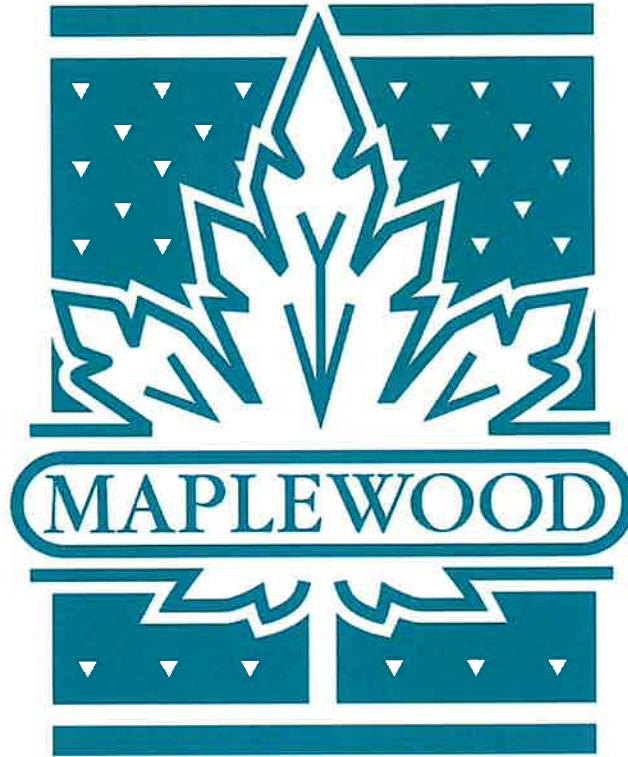
Karen Scheidt, City Clerk

Approved this 27th day of September, 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, City Clerk



**City of Maplewood
Strategic Plan
Established May 6-7, 2022**

Vision

The City of Maplewood is committed to being a safe, inclusive, innovative and forward thinking community. We value and care for our residents. We seek to be an economically, environmentally, and socially sustainable community that embraces transparency, inclusivity, and excellence in the delivery of our services and the way we govern.

Mission

To promote a high quality of life for our residents by providing equitable and accessible services that are fiscally responsible, collaborative, customer focused, and continuously improving.

Core Values

Integrity

Innovative

Inclusive

Compassionate

Empathetic

Ethical

Focus Areas

Fiscal Sustainability

Maplewood will implement innovative and responsible policies and practices to effectively manage its fiscal and human resources. Maplewood will maintain a stable financial environment that is transparent and promotes an outstanding quality of life for our community. City practices will be efficient, responsible, friendly, and ensure exceptional customer service to all community stakeholders.

Safe, Healthy and Sustainable Community

Maplewood will provide diverse programs, places, and events where the community can come together to participate in opportunities of learning and recreation. Connectivity within the community will be cultivated through engagement, outstanding customer service, public safety, and accessible communication. Maplewood will promote a diverse, inclusive, and sustainable community.

Innovative and High Performing Organization

Maplewood will foster an “Employee First” culture with compensation and benefits that attract and retain a high-performing workforce, who are committed to outstanding service to its citizens and ongoing innovation.

Infrastructure

Using technology and data-driven decisions, Maplewood will strategically plan, implement, and maintain infrastructure and facilities to support the community’s quality of life, economic viability, and protect the environment.

Economic Growth

The quality of life for our community is fundamental to our economic success. Business investment will be sustained through streamlined processes, technology, infrastructure, safety, and an aesthetically attractive appearance. This is supported by actively building ongoing partnerships within the community and regionally.

Strategies

Strategy 1: Customer Focus- Improves service to the community and their seamless interaction and accessing of city services.

Strategy 2: Internal Process Focus- Improves internal processes to enhance operational efficiency and effectiveness.

Strategy 3: Technology and Training Focus- Improves organizational technology and/or enhances learning and training for staff.

Strategy 4: Financial Sustainability Focus- Reduces cost, enhances revenues, and improves financial transparency, financial reserves, and credit rating.

Strategy 5: Community Well Being Focus- Improves community connectivity, safety, health, and well being.

Strategy 6: Economic Sustainability Focus- Improves the long term economic viability of the community through job growth, diversification, economic opportunities, and continuing to support local business operations.

Strategy 7: Employee Focus- Improves and supports the ability to hire and retain diverse, high quality, and talented employees.

The Expectations of the Organization

Expectation	Description
<p>Our Organization maintains a Strategic Plan that is linked to the annual budget, strategic projects, employee evaluations, and performance measures.</p>	<p>The Strategic Plan will allow for strategic projects that require funding to be considered during the annual budget process. Current and new strategic projects and performance measures will also be reviewed and approved at this time.</p>
<p>Our Organization strives to be an “open book” organization for its employees.</p>	<p>“Open Book” means that all critical, not confidential, operational and financial information concerning the City will be shared and available to employees.</p>
<p>Our Organization is committed to developing and empowering employees.</p>	<p>Employee development and involvement is a high priority for the Executive Leadership Team.</p>
<p>Our Organization continuously improves technology for internal and external services.</p>	<p>Continuous technology improvements are essential for the City to meet expectations of its customers.</p>
<p>Our Organization supports the Governance Relations System Model.</p>	<p>Commitment for the City Council and City Manager to work collaboratively on continuously improving their Governance Relations.</p>
<p>Our Organization continuously improves internal processes and procedures.</p>	<p>Continuous internal process improvement is essential for efficiency and effectiveness of the City.</p>

<p>Our Organization is good stewards of the public’s money and trust.</p>	<p>Ensure processes, procedures and practices are in place to meet this commitment</p>
<p>Our Organization focuses on training and learning.</p>	<p>Commitment to provide training for employees to ensure that the City continues to have talented and well-trained employees providing leadership and operational response readiness.</p>
<p>Our Organization recognizes that internal stakeholders are customers too.</p>	<p>Internal stakeholders should be treated equitably and with respect, as these stakeholder’s service timelines often are dependent upon the work of internal service providers.</p>
<p>Our Organization should focus on empowering employees through Innovation.</p>	<p>Employees are empowered to consider unique options along with industry inspired alternatives to solving problems and enhancing service delivery.</p>
<p>Our organization is committed to transparency with our Citizens.</p>	<p>Citizens will have access to key financial operational information and other public safety operating procedures.</p>

The Performance Expectations of the City Manager

Expectation	Description
Implement strategic plan projects.	Annual evaluation will include progress on these projects.
Assist the City Council with their policy-making role.	Ensure that information is detailed, reliable and explained in a thorough manner and Include options and recommendations.
At the appropriate time, written information provided to one City Council Member will be provided to all members.	Information shared with one City Council Member must be sent to all members at the appropriate time.
Plan ahead, anticipate needs and recognize potential problems. Ensuring attention to detail to avoid error or things “slipping through the cracks”.	Seek input to ensure future plans are achievable and proactively communicate possible shortcomings to collaborate with the Council when necessary.
Implement City Council’s policy regarding expenditures through the use of standard financial management procedures.	Ensures that key information is shared with the Council and that the Council’s intent is followed.
Budget recommendations will provide rationale and alternatives for Council consideration.	Ensures that the City Council understands the basis for budget requests and how decisions were made in the final recommendations.

<p>Respect the decisions of the City Council.</p>	<p>Implement Council’s policies by accurately interpreting direction given by the Council, carrying out their directives as a whole and supporting the actions of the Council after a decision has been made.</p>
<p>Practice “collaborative leadership”.</p>	<p>Strive to ensure that your leadership is inclusive and not exclusive. Involve residents, employees and other stakeholders and partners where appropriate.</p>
<p>Ensure positive and supportive physical and emotional working conditions.</p>	<p>Create and foster an environment that values employees and their contributions. Support an environment that assists employees in being successful in the positions that they hold. Ensure that personnel policies and practices are administered in an equitable manner.</p>
<p>Foster teamwork and high performing organizational characteristics.</p>	<p>Guide people as a team toward common objectives; select qualified and highly competent members of the Leadership Team to implement through the organization.</p>
<p>Recognize citizens are our customers.</p>	<p>The Council expects that the public will be treated equitably, with dignity and respect. Assist the Council by resolving problems at administrative levels and not through City Council action. Value community perceptions and understand that customer satisfaction is important.</p>
<p>Ensure Agenda material for the Council is accurate and informative.</p>	<p>Staff will provide concise, accurate and meaningful agenda material for the Council’s review to include the timely delivery of written/electronic materials.</p>

Value intergovernmental relations	Effectively represent the City's interests when dealing with other agencies. Participate and cooperate in intergovernmental activities to have an impact on Maplewood
Communicate effectively	Provide information to the public in a timely fashion on matters, which will cause public reaction. Be candid and forthright in discussing City business matters with the Council through various methods that include one on one meetings with Council members. Be assessable to Council members.
Proactive Management Style	Show initiative and creativity in dealing with issues, problems and unusual situations while remaining open to new ideas and suggestions for change. Be adaptive to the changing expectations of local government and the impacts of state and national conditions.
Display Effective Leadership	Be enthusiastic. Command respect and performance from the Leadership Team while providing the tools necessary for effective service delivery. Support a positive work culture at all times.
Negotiate effectively	In conjunction with the Legal Staff (when appropriate), always consider Council priorities, Residents and staff when determining negotiating positions or reaching agreement.
No Operational Surprises	Staff will keep the City Council informed on all critical operational issues.

Expectations Among the City Council

Expectation	Description
Value members' opinions.	You can disagree with each other but provide the space for each member of the City Council to express their opinion.
Do your homework.	Before the meeting, read information sent by staff to be informed and prepared for discussion. If a meeting is missed, become informed of the decisions made or the information shared.
No surprises at meeting for staff.	If possible, contact staff prior to the meeting when you have a critical question that requires research.
Disagree with the vote, but do not undermine the will of the Council.	You can disagree with a vote and express your viewpoint on why you did not support an item but understand that the Council has voted for the item and you are responsible, as a Council Member, for its successful implementation.
Practice civility.	As the elected representatives we will strive to be a model for our community and the region on how an elected body should work together for the public good.

No public criticism of staff at meetings.	No Council Member will criticize City staff at a public meeting. They can discuss their concerns with the City Manager privately.
No operational interference.	City Council Members will not direct the work of staff. If they have issues or questions related to operations, they will be directed to the City Manager or Designee.
Focus on outcomes not positions.	Before taking a position review the outcomes, potential benefits/results and relationship to the Strategic Plan of a policy or issue first.
Educational/Training Opportunities for City Council Members and Boards	City Council Members are committed to continuing education for themselves and Board and Commission Members.

Expectations for Customer Service/Civic Engagement

Expectation	Description
Timely responses	Staff will strive to provide timely responses to citizens that are easily understood.
Civic engagement	Opportunities to increase citizen engagement with the City on a social, formal, and online basis will be a priority.
Educate citizens on services	Staff will continuously develop strategies and systems to educate citizens on the services and processes of local government.
Accurate information	Staff will ensure information provided to citizens is clearly and accurately written.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI CALLING FOR A SPECIAL ELECTION TO FILL THE VACANCY FOR WARD 1 CREATED BY THE RESIGNATION OF COUNCILMEMBER SHANA JONES.

WHEREAS, a vacancy in the office of City Councilmember for Ward 1 of the City of Maplewood was created with the resignation of Councilmember Shana Jones effective September 23, 2022; and

WHEREAS, the term of office in which the vacancy has occurred is scheduled to end following the election and qualification of their successor in April 2025; and

WHEREAS, Section 3.5(c) of the City Charter provides that where a vacancy occurs in the council and the period running to the next regular election exceeds 180 days, the council shall make arrangements for a special election to fill the vacancy for the unexpired term; and

WHEREAS, Section 8.1(b) of the City Charter provides that the council may by resolution order special elections, fix the time for such elections, and provide for holding such elections; and

WHEREAS, the next election in St. Louis County by which candidates can timely file their nominating petition in accordance with state law is a public election to be held on February 7, 2023.

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

SECTION 1: The City Council hereby orders a special election to fill the unexpired term of Councilmember Jones for Ward 1 to be held on February 7, 2023 and directs City Staff to undertake all steps necessary to ensure such special election is held.

SECTION 2: This Resolution shall be in full force and effect upon its adoption by the City Council.

Passed this ____ day of ____, 2022

Nikylan Knapper, Mayor

Attest:

Karen R. Scheidt, City Clerk

Approved this ____ day of ____, 2022

Nikylan Knapper, Mayor

Attest:

Karen R. Scheidt, City Clerk

INTEROFFICE MEMORANDUM



To: Mayor and City Council
From: Anthony Traxler, Assistant City Manager/Director of Public Works
Date: September 21, 2022
Subject: Amendment to the Sign Code - Sec. 6-49, Regulations, (b), (1), Wall Signs of the City Code

Staff noticed several businesses with rear entrances off large parking lots have erected a rear entrance wall sign. The current code does not account for such signage. Because on-street parking within our business district is at a premium, it is preferred that patrons park in rear parking lots and these businesses may need additional means of identification.

Building Official Brian Herr previously queried the Design and Review Board and showed them photos of some of the existing signs and they are in favor of the proposed amendment. City staff also recommends approval of the proposed amendment. The proposed amendment includes language requiring a 20-parking lot space minimum. This requirement was included to avoid smaller, stand-alone businesses from erecting additional wall signage because the location of these businesses can be adequately addressed with smaller directional signage that is currently allowed in the sign code.

Finally, the reference change in subsection c. of the proposed amendment is necessary to correct a prior reference error that was recently noted and does not change the intent of the sign code in any manner.

Please review the attached ordinance which amends the sign code providing increased flexibility for the placement of rear entrance wall signs. The highlighted text is what was added to the existing code text, no text was deleted.

BILL NO.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING CHAPTER 6, ADVERTISING, DIVISION 2. PERMITTED PERMANENT-TYPE SIGNS, SEC. 6-49, REGULATIONS, (B), (1) WALL SIGNS OF THE CITY CODE

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

Section I. Sec. 6-49, Regulations, (b), (1) is hereby amended by deleting the existing text and inserting the following text in its stead:

- (1) Wall signs. Only one sign shall be allowed on each office or store except for buildings on corner lots where two signs are permitted. All such signs shall be erected on walls of the building parallel to the fronting street or streets with the exception of corner lots with a principal entrance to an office or store not fronting a street, where a sign can be erected on a wall of the building parallel to the principal entrance in lieu of another allowed wall sign that fronts a street.

For businesses with rear customer entrances from a parking lot with a minimum of twenty parking spaces, an additional wall sign not to exceed forty square feet, is permitted at said entrance. All such signs shall be attached parallel to the building surface, provided that the top of such sign is no higher than whichever of the following is the lowest:

- a. 25 feet above grade;
- b. The top of sills of the first level of windows above the first story; or
- c. The lowest point of the road surface, except in the case of a one-story building with a continuous horizontal parapet, the top of said parapet. A second-floor business may install a wall sign that only complies with ~~subsection (b) (3)~~ subsection (b) (5) of this section. The total area in square feet of all permanent exterior wall signs, except for signs on windows above the first floor, shall not exceed:

Average distance of building face from centerline of abutting street (feet)	Length along ground floor of building side facing street multiplied by
0-99	2
Over 100	4

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, City Clerk

Approved this th day of , 2022

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, City Clerk

INTEROFFICE MEMORANDUM

TO: Michael Reese, City Manager
FROM: Lexie Miller, Finance Director
DATE: September 16, 2022
RE: 2022 Real Estate Tax Rate

Attached is an ordinance establishing the property tax rates for the City of Maplewood for 2022. The residential rate is estimated to be \$0.8670 per \$100 of assessed valuation, which is less than 2021 by \$0.0190. The commercial tax rate is estimated at \$1.4470, which is an increase from 2021 by \$.0510, and the personal property tax is estimated at \$1.5310, a reduction of \$.025 from 2021.

The Special Business District Rates for residential decreased by \$.009 and commercial decreased by \$.043 to \$0.0730 and \$0.2430, respectively the residential rate is only imposed on those residential properties within the Special Business District that are used for commercial purposes.

The State Auditor requires the use of the Post Board of Equalization (BOE) numbers for the final real estate and personal property tax rate calculation as well as the New Construction Report released by the St. Louis County Assessor. These revised rates are utilizing the final Post-Board of Equalization and New Construction numbers as provided by the Collector of Revenue and Assessor for St. Louis County. Per Missouri Statute 137.055, we are required to have a public hearing so the public can review and comment on our calculated rates, with notice being published in a newspaper of general circulation 7 days prior to the public hearing. The public hearing is was held on 9/13/2022.

The approved rates are statutorily due to St. Louis County no later than October 1, 2022. These are the final tax rates that will be submitted to St. Louis County no later than October 1, 2022.

Please let me know if you have any questions.

Lexie Miller
Finance Director

Enclosure

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, ESTABLISHING THE TAX RATES FOR THE CITY OF MAPLEWOOD AND THE MAPLEWOOD SPECIAL BUSINESS DISTRICT ON ALL REAL, PERSONAL, TANGIBLE, AND INTANGIBLE PROPERTY WITHIN THE CITY OF MAPLEWOOD, MISSOURI, FOR 2022.

WHEREAS, a public hearing was conducted on the proposed tax rates on September 13, 2022.

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

Section I. The 2022 tax levy within the City of Maplewood, Missouri, levied upon every dollar of taxable, tangible property in the City of Maplewood, Missouri, shown by the latest completed assessment shall be as follows per one hundred dollars (\$100.00) assessed valuation:

<u>Rate per \$100 Assessed Value</u>	<u>Residential</u>	<u>Commercial</u>	<u>Personal Property</u>
General Fund	\$0.1380	\$0.5410	\$0.5670
Policemen's & Firemen's Pension Fund	\$0.3020	\$0.4470	\$0.4450
Solid Waste Fund	\$0.2260	\$0.2580	\$0.3180
Debt Service	\$0.2010	\$0.2010	\$0.2010
Total Tax Rate	\$0.8670	\$1.4470	\$1.5310

Section II. The 2022 tax levy within the Maplewood Special Business District, levied upon every dollar of taxable, tangible property in the Maplewood Special Business District, shown by the latest completed assessment shall be as follows per one hundred dollars (\$100.00) assessed valuation:

<u>Rate per \$100 Assessed Value</u>	<u>Residential</u>	<u>Commercial</u>	<u>Personal Property</u>
General Fund	\$0.0730	\$0.2430	\$0

Section III. The City Manager is hereby authorized to lower the tax rates set above if the state auditor requires the rates to be lowered.

Section IV. The City Clerk shall send a certified copy of this ordinance to the Collector of Revenue, St. Louis County, Missouri, for collection of the tax rate upon the assessed valuation of all tangible, intangible, real, and personal property within the City of Maplewood.

Section V. This ordinance shall be in full force and effect immediately upon its passage and approval.

Passed this 27th day of September 2022

Approved this 27th day of September 2022

Nikylan Knapper, Mayor

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, City Clerk

Attest:

Karen Scheidt, City Clerk

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, GRANTING A CONDITIONAL USE PERMIT TO ALLOW A CAFÉ IN THE SR SINGLE FAMILY RESIDENTIAL DISTRICT AT 2500 SUTTON BOULEVARD

WHEREAS, the Looking Meadow Cafe has applied to the City Council of the City of Maplewood, Missouri for a conditional use permit as provided in Section 56-1063 (l) of the Maplewood Code of Ordinances to allow a café in the SR Single Family Residential District at 2500 Sutton Boulevard; and

WHEREAS, the Plan and Zoning Commission recommended approval of this proposed conditional use permit at their September 7, 2022 meeting by a vote of 6 ayes, 0 nays, 1 absent; and

WHEREAS, the City Council will hold a public hearing on this conditional use permit petition at their September 13, 2022 Council meeting.

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

Section I. The Looking Meadow Cafe is hereby granted a Conditional Use Permit to allow a café in the SR Single Family Residential District at 2500 Sutton Boulevard, street level location.

Section II. The Conditional Use Permit is granted subject to all rules and regulations and conditions set forth for the property described in Section I as follows:

- (A) Permitted Use – a café facility.
 - 1) The City Council reserves the right to restrict the number of seats available to patrons at this location if on-street parking becomes a problem for the residential neighborhood.
 - 2) Employees for the café must park off-site at either 7403 Manchester Road or 7411 Manchester Road (subject to the approval of the property owner) or in the parking spaces allocated to the City of Maplewood within the Maplewood Square Parking lot (7325 Manchester Road) located at the northeast corner of Manchester Road and Sutton Boulevard at all times to keep on-street parking available for café patrons.
 - 3) Café facility hours of operation shall be limited to between 7 a.m. and 8 p.m.
 - 4) Liquor cannot exceed 25% of total café facility sales.

- (B) Architectural Standards/Sign Requirements: Any exterior changes to the building must be approved by the Design and Review Board prior to the issuance of a building permit.
- (C) Exterior Storage of Materials: No outside storage of materials will be permitted.

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

Passed this 27th day of September, 2022.

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, City Clerk

Approved this 27th day of September, 2022.

Nikylan Knapper, Mayor

Attest:

Karen Scheidt, City Clerk

FINDINGS OF FACT

The Mayor and City Council make the following findings of fact for the petition for a Conditional Use Permit to allow a café at 2500 Sutton Boulevard:

- a. The proposed use complies with all applicable provisions of the Zoning Code.
- b. The proposed use will contribute to and promote the community welfare and convenience.
- c. The proposed use will not cause substantial injury to the value of neighboring property.
- d. The proposed use does comply with the overall neighborhood development plan and existing zoning provisions.
- e. The proposed use will provide, if applicable, off-street parking and loading areas in accordance with the standards of the Zoning Code.
- f. The proposed use will not substantially increase traffic hazards.
- g. The proposed use will not substantially increase fire hazards.
- h. The proposed use will not overtax public utilities.
- i. The proposed use will not place an undue burden on municipal services.
- j. The proposed use is consistent with the design, construction and original intended use of the structure.
- k. The proposed use serves a community need, and no detrimental effect will be made upon the character of the zoning district in which the conditional use is proposed.