

AGENDA
MAPLEWOOD CITY COUNCIL MEETING
TUESDAY, JANUARY 9, 2024 @ 7:00 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 November 14, 2023 and December 12, 2023 City Council meeting minutes
10. Approval of the November 14, 2023, November 15, 2023, December 5, 2023, December 28, 2023 and December 30, 2023 Closed session minutes
11. Bill 6238, An Ordinance of the City Council of the City of Maplewood, Missouri, amending Ordinance No. 5573, the Maplewood Code of Ordinances, as amended, by amending Section 12-23, inspections, to waive occupancy permit inspection fees for naturally occurring affordable housing units within the City of Maplewood
12. Bill 6239, An Ordinance of the City Council of the City of Maplewood, Missouri, amending Ordinance No. 5573, the Maplewood Code of Ordinances, as amended, by repealing Chapter 10 Animals and Fowl, Article IV. Dogs and Cats, Section 10-100 License – Fee Imposed, and Section 10-101 Same-Tags, to eliminate the requirements for pet licenses and tags and to amend Chapter 10 Animals and Fowl, Article V. Kennels, Section 10-133 definition, to increase the total combined number of cats and/or dogs permitted without a kennel license to five total animals

13. Bill 6240, An Ordinance of the City Council of the City of Maplewood, Missouri, calling and providing for the holding of an election in the City of Maplewood, Missouri, on April 2, 2024 for the purpose of submitting to the qualified voters of the City of Maplewood the question of whether to amend Article IX. - Department of Law of the Charter, and directing the City Clerk to notify the responsible election authorities of this election
14. Old Business
15. Council Communication
16. Mayor's Report
17. City Attorney's Report
18. City Manager's Report
19. Public Forum
20. Motion to hold a Closed Session 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
21. Adjournment



RECORD OF PROCEEDING

MEETING OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD AT 7601 MANCHESTER ROAD

NOVEMBER 14, 2023

The meeting was called to order at 7:00 p.m., Mayor Knapper presiding.

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

ON ROLL CALL, the following members were **PRESENT:** Mayor Knapper, Councilmember Coriell, Councilmember Faulkingham, Councilmember Garcia, Councilmember Homa, Councilmember Mattox and Councilmember Page.

APPROVAL OF THE COUNCIL AGENDA: Mayor Knapper asked for a motion to amend the agenda to remove Items 21-24, which motion was seconded by Councilmember Page. Mayor Knapper stated that the language for these April 2024 ballot items needed to be condensed and would still have their first and second readings at the December 12, 2023 Council meeting. Mayor asked those in favor of amending the agenda to exclude Items 21-24 and received approval of the Council.

Mayor Knapper asked for a motion to approve the agenda, as amended. Councilmember Faulkingham motioned to approve, seconded by Councilmember Homa, which motion received the approval of the Council.

PUBLIC FORUM: Plan & Zoning Commission member, Jim Breihan, spoke thanking Anthony Traxler and city staff for putting Item 19, regarding wheelchair lifts and ramps within required yard setbacks, in front of the council. Councilmember Page thanked Mr. Breihan for speaking on this topic at the council meeting.

ANNOUNCEMENTS: Councilmember Garcia mentioned several upcoming events: The first round of leaf pickups is about to begin and will be ongoing through December. Small Business Saturday is November 25 and the Christmas Tree Walk is December 1. Scouting for Food is underway. December 9 and 10 Santa rides with the Fire Department through Maplewood.

APPROVAL OF THE OCTOBER 24, 2023 CITY COUNCIL MEETING MINUTES AND CLOSED SESSION MINUTES: Councilmember Faulkingham motioned to approve, seconded by Councilmember Homa, which motion received the approval of the Council.

MOTION TO APPROVE A FULL AND SUNDAY LIQUOR LICENSE FOR BRANDIN MADDOX OF SABROSO COCINA MEXICANA LOCATED AT 2726 SUTTON BLVD: Councilmember Faulkingham motioned to approve, seconded by Councilmember Homa, which motion received the approval of the Council.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO ACCEPT THE BID OF MERLO PLUMBING COMPANY TO PROVIDE PLUMBING SERVICES FOR THE CITY'S MUNICIPAL BUILDINGS, POOL COMPLEX AND OTHER CITY-OWNED PROPERTIES IN THE AMOUNT OF ONE HUNDRED TWENTY-THREE DOLLARS (\$123) FOR REGULAR HOURLY SERVICE AND ONE HUNDRED SIXTY-FIVE DOLLARS (\$165) FOR OVERTIME HOURLY SERVICE 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, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox and Page. Nays, none.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO ACCEPT THE BID OF REDBIRD HVAC TO PROVIDE HVAC SERVICES FOR THE CITY'S MUNICIPAL BUILDINGS, POOL COMPLEX AND OTHER CITY-OWNED PROPERTIES IN THE AMOUNT OF NINETY DOLLARS (\$90) FOR REGULAR HOURLY SERVICE AND ONE HUNDRED TWENTY DOLLARS (\$120) FOR OVERTIME HOURLY SERVICE 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, Councilmembers Faulkingham, Garcia, Homa, Mattox and Page. Nays, Councilmember Coriell.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO ACCEPT THE BID OF REINHOLD ELECTRIC TO PROVIDE ELECTRICAL SERVICES FOR THE CITY'S MUNICIPAL BUILDINGS, POOL COMPLEX AND MUNICIPAL INFRASTRUCTURE IN THE AMOUNT OF ONE HUNDRED FIVE DOLLARS (\$105) FOR REGULAR HOURLY SERVICE AND ONE HUNDRED SIXTY DOLLARS (\$160) FOR OVERTIME HOURLY SERVICE 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, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox and Page. Nays, none.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, TO AUTHORIZE THE SUBMISSION OF A 2023 MUNICIPAL WASTE REDUCTION GRANT APPLICATION TO THE ST. LOUIS COUNTY DEPARTMENT OF PUBLIC HEALTH TO DISTRIBUTE COMPOST BINS TO CITY OF MAPLEWOOD RESIDENTS 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, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox and Page. Nays, none.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, TO AUTHORIZE THE SUBMISSION OF A 2023 MUNICIPAL WASTE REDUCTION GRANT APPLICATION TO THE ST. LOUIS COUNTY DEPARTMENT OF PUBLIC HEALTH TO CONDUCT A DOCUMENT SHREDDING EVENT 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, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox and Page. Nays, none.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPROVING THE TRAFFIC STUDY FOR THE CITY OF MAPLEWOOD PERFORMED BY CBB TRANSPORTATION ENGINEERS AND PLANNERS 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, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox and Page. Nays, none.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO ACCEPT THE BID OF Z & L WRECKING COMPANY IN THE AMOUNT OF SEVENTEEN THOUSAND EIGHT HUNDRED DOLLARS (\$17,800) FOR DEMOLITION OF THE STRUCTURE AT 7262 LYNDOVER PLACE 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, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox and Page. Nays, none.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING CHAPTER 2 – ADMINISTRATION, ARTICLE II. – CITY COUNCIL, DIVISION 2. – CODE OF ETHICS, SEC. 2-44. – PROHIBITED ACTS OR CONDUCT CONSTITUTING VIOLATIONS was given its first reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6235 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. 6235 be passed to its third and final reading, which motion received the approval, by voice vote, of the Council.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING CHAPTER 56, ZONING, SECTION 56-36 GENERAL BULK REGULATIONS, (D) PERMITTED OBSTRUCTIONS IN REQUIRED YARDS, (1) IN ALL YARDS, TO ALLOW WHEELCHAIR LIFTS AND RAMPS WITHIN REQUIRED YARD SETBACKS AND TO DELETE SECTION 56-42 PHYSICALLY DISABLED ACCESSIBILITY RAMP LICENSE was given its first reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6236 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. 6236 be passed to its third and final reading, which motion received the approval, by voice vote, of the Council.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING CHAPTER 40, SOLID WASTE, SECTION 40-19 DEFINITIONS, AND SECTION 40-29 COMPOSTING, OF THE MAPLEWOOD CODE OF ORDINANCES was given its first reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6237 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. 6237 be passed to its third and final reading, which motion received the approval, by voice vote, of the Council.

BILL 6234, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI CALLING A BOND ELECTION IN THE CITY OF MAPLEWOOD, MISSOURI was given its third and final reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6234 be approved, which motion received the following roll call vote: Ayes, Mayor Knapper, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox and Page. Nays, none.

Bill 6234 was approved by the City Council on this 14th day of November, 2023 as Ordinance Number 6029.

OLD BUSINESS: None.

COUNCIL COMMUNICATION: None.

MAYOR'S REPORT: Mayor Knapper wished everyone a Happy Thanksgiving holiday.

CITY ATTORNEY'S REPORT: None.

CITY MANAGER'S REPORT: Interim City Manager Nighbor mentioned the Share the Warmth Drive where coats, gloves, boots, scarves, etc. can be donated for those in need will be November 13 – January 2.

PUBLIC FORUM: None.

MOTION TO HOLD A CLOSED SESSION 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: Mayor Knapper asked for a motion to hold a closed session to discuss contract matters and personnel matters which was moved by Councilmember Faulkingham and seconded by Councilmember Homa which motion received the following roll call vote: Ayes, Mayor Knapper, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox and Page. Nays, none.

Council reconvened and there being no further business before the Council, the meeting adjourned.

Approved this 9th day of January, 2024

Nikylan Knapper, Mayor

Attest:

Andrea Majoros, City Clerk



RECORD OF PROCEEDING

MEETING OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD AT 7601 MANCHESTER ROAD

DECEMBER 12, 2023

The meeting was called to order at 7:00 p.m., Mayor Knapper presiding.

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

ON ROLL CALL, the following members were **PRESENT:** Mayor Knapper, Councilmember Coriell, Councilmember Faulkingham, Councilmember Garcia, Councilmember Homa, Councilmember Mattox and Councilmember Page.

APPROVAL OF THE COUNCIL AGENDA: Mayor Knapper asked for a motion to amend the agenda to remove Item 14, which motion was made by Councilmember Faulkingham and seconded by Councilmember Homa. Mayor Knapper asked those in favor of amending the agenda to exclude Item 14 and received approval of the Council. Mayor Knapper asked for a motion to approve the agenda, as amended. Councilmember Faulkingham motioned to approved, seconded by Councilmember Homa, which motion received approval of the Council.

PUBLIC HEARING TO HEAR CITIZEN’S COMMENTS REGARDING AN AMENDMENT TO SEC. 12-23, INSPECTIONS, (D) FEES, TO LIST FEES FOR OCCUPANCY PERMIT INSPECTIONS AND TO WAIVE OCCUPANCY PERMIT INSPECTION FEES FOR AFFORDABLE HOUSING UNITS: Barry Greenberg spoke inquiring about the projected savings regarding the inspection fees and how the tenants would benefit from this since it’s the landlords who pay the fees. The Mayor responded to Mr. Greenberg that since this was time for public comment, his question could be answered by a member of Council when that item came up on the council agenda.

PUBLIC HEARING TO HEAR CITIZEN’S COMMENTS REGARDING AN AMENDMENT TO SEC. 56-36, GENERAL BULK REGULATIONS, (D) PERMITTED OBSTRUCTIONS IN REQUIRED YARDS, (1) IN ALL YARDS, TO ALLOW WHEELCHAIR LIFTS AND RAMPS WITHIN REQUIRED YARD SETBACKS AND TO DELETE SEC. 56-42, PHYSICALLY DISABLED ACCESSIBILITY RAMP LICENSE: No one spoke.

PUBLIC HEARING TO HEAR CITIZEN’S COMMENTS REGARDING AN AMENDMENT TO SEC. 40-19, DEFINITIONS, AND SEC. 40-29, COMPOSTING TO UPDATE COMPOSTING REGULATIONS: No one spoke.

PUBLIC HEARING TO HEAR CITIZEN’S COMMENTS REGARDING AN AMENDMENT TO SEC. 10-100, LICENSE – FEE IMPOSED; INOCULATION CERTIFICATE PREREQUISITE TO ISSUANCE, AND SEC. 10-101, SAME-TAGS, TO DELETE THE EXISTING REQUIREMENTS IN THESE SECTIONS OF THE MAPLEWOOD CODE OF ORDINANCES: Charlie Hinderliter spoke. He was in favor and commended the city for proposing the amendment to this ordinance.

PUBLIC HEARING TO HEAR CITIZEN'S COMMENTS REGARDING AN AMENDMENT TO ARTICLE V. – KENNELS, SEC. 10-133 – DEFINITIONS, TO CHANGE THE DEFINITION OF A KENNEL TO INCREASE THE NUMBER OF DOGS AND CATS THAT ARE PERMITTED WITHOUT A KENNEL LICENSE: Barry Greenberg spoke. He asked the council how the number of dogs and cats allowed per residence was derived.

PUBLIC FORUM: Steve Terelmes presented a petition from the residents on Hazel Avenue expressing concern that the vacant lot at 7443 Hazel should remain residential and not commercial. He provided a brief history of the property. John Niehaus echoed Mr. Terelmes' concerns regarding the vacant lot.

ANNOUNCEMENTS: Councilmember Garcia stated there were several upcoming events: a Family Book Circle Kit and Winter Reading Bingo Card at the Library. The Sweet Tooth Tour is coming up at the end of January. Through December 31st support to our Police and Fire Department is appreciated for the Pillow Fight event.

PROCLAMATION PRESENTATION TO SCHOOL OF METAPHYSICS: Mayor Knapper read a proclamation requested by the School of Metaphysics proclaiming the Universal Hour of Peace on December 31, 2023 at 11:30pm through January 1, 2024 at 12:30am and presented the proclamation to Terrence Lamont Bellows.

PRESENTATION OF CERTIFICATES TO MAPLEWOOD 101 GRADUATES: Mayor Knapper recognized each graduate and presented to them a certificate of achievement for completing the 2023 Maplewood 101 program.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING AMBER WITHYCOMBE AS CITY MANAGER was introduced. It was moved by Councilmember Faulkingham and seconded by Councilmember Homa to approved the resolution, which motion received the following roll cate vote: Ayes, Councilmembers Coriell, Faulkingham, Garcia, Homa and Page. Abstained, Mayor Knapper. Nays, Councilmember Mattox.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, ADOPTING THE DIVERSITY, EQUITY, INCLUSION, AND BELONGING CITYWIDE 5-YEAR PLAN "WELCOME MAPLEWOOD" was introduced. It was moved by Councilmember Faulkingham and seconded by Councilmember Homa to approved the resolution, which motion received the following roll cate vote: Ayes, Mayor Knapper, Councilmembers Coriell, Faulkingham, Garcia, Homa, Page and Mattox. Nays, none.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING THE MICKES O'TOOLE LAW FIRM TO SERVE AS SPECIAL COUNSEL TO CITY OF MAPLEWOOD was introduced. It was moved by Councilmember Faulkingham and seconded by Councilmember Homa. During discussion, Councilmember Coriell clarified the reason another law firm was brought in was due to the potential conflict of interest with the City of Maplewood and the St. Louis Post-Dispatch both being clients of Lewis Rice with regard to the Freedom of Information Act requests. Upon no further discussion, Mayor Knapper called for a roll call vote: Ayes, Mayor Knapper, Councilmembers Coriell, Faulkingham, Garcia, Homa and Page. Nays, Councilmember Mattox.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO SIGN AN EQUITY LEASE FLEET SERVICES AGREEMENT WITH ENTERPRISE FLEET MANAGEMENT INC was introduced. It was moved by Councilmember Faulkingham and seconded by Councilmember Homa to approved the resolution, which motion received the following roll cate vote: Ayes, Mayor Knapper, Councilmembers Coriell, Faulkingham, Garcia, Homa, Page and Mattox. Nays, none.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING ORDINANCE NO. 5573, THE MAPLEWOOD CODE OF ORDINANCES, AS AMENDED, BY AMENDING SECTION 12-23, INSPECTIONS, TO WAIVE OCCUPANCY PERMIT INSPECTION FEES FOR NATURALLY OCCURRING AFFORDABLE HOUSING UNITS WITHIN THE CITY OF MAPLEWOOD was given its first reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6238 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. 6238 be passed to its third and final reading, which motion received the approval, by voice vote, of the Council.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING ORDINANCE NO. 5573, THE MAPLEWOOD CODE OF ORDINANCES, AS AMENDED, BY REPEALING CHAPTER 10 ANIMALS AND FOWL, ARTICLE IV. DOGS AND CATS, SECTION 10-100 LICENSE – FEE IMPOSED, AND SECTION 10-101 SAME-TAGS, TO ELIMINATE THE REQUIREMENTS FOR PET LICENSES AND TAGS AND TO AMEND CHAPTER 10 ANIMALS AND FOWL, ARTICLE V. KENNELS, SECTION 10-133 DEFINITION, TO INCREASE THE TOTAL COMBINED NUMBER OF CATS AND/OR DOGS PERMITTED WITHOUT A KENNEL LICENSE TO FIVE TOTAL ANIMALS was given its first reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6239 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. 6239 be passed to its third and final reading, which motion received the approval, by voice vote, of the Council.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, CALLING AND PROVIDING FOR THE HOLDING OF AN ELECTION IN THE CITY OF MAPLEWOOD, MISSOURI, ON APRIL 2, 2024 FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED VOTERS OF THE CITY OF MAPLEWOOD THE QUESTION OF WHETHER TO AMEND ARTICLE IX. - DEPARTMENT OF LAW OF THE CHARTER, AND DIRECTING THE CITY CLERK TO NOTIFY THE RESPONSIBLE ELECTION AUTHORITIES OF THIS ELECTION was given its first reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6240 be moved to its second reading, which motion received the approval, by voice vote, of Councilmembers Coriell, Faulkingham, Garcia, Homa, Page and Mayor Knapper. Nays, Councilmember Mattox.

On its second reading, it was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6240 be passed to its third and final reading, which motion received the approval, by voice vote, of Councilmembers Coriell, Faulkingham, Garcia, Homa, Page and Mayor Knapper. Nays, Councilmember Mattox.

BILL 6235, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING CHAPTER 2 – ADMINISTRATION, ARTICLE II. – CITY COUNCIL, DIVISION 2. – CODE OF ETHICS, SEC. 2-44. – PROHIBITED ACTS OR CONDUCT CONSTITUTING VIOLATIONS was given its third and final reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6235 be approved, which motion received the following roll call vote: Ayes, Mayor Knapper, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox and Page. Nays, none.

Bill 6235 was approved by the City Council on the 12th day of December, 2023 as Ordinance Number 6030.

BILL 6236, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING CHAPTER 56, ZONING, SECTION 56-36 GENERAL BULK REGULATIONS, (D) PERMITTED OBSTRUCTIONS IN REQUIRED YARDS, (1) IN ALL YARDS, TO ALLOW WHEELCHAIR LIFTS AND RAMPS WITHIN REQUIRED YARD SETBACKS AND TO DELETE SECTION 56-42 PHYSICALLY DISABLED ACCESSIBILITY RAMP LICENSE was given its third and final reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6236 be approved, which motion received the following roll call vote: Ayes, Mayor Knapper, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox and Page. Nays, none.

Bill 6236 was approved by the City Council on the 12th day of December, 2023 as Ordinance Number 6031.

BILL 6237, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING CHAPTER 40, SOLID WASTE, SECTION 40-19 DEFINITIONS, AND SECTION 40-29 COMPOSTING, OF THE MAPLEWOOD CODE OF ORDINANCES was given its third and final reading. It was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, that Bill No. 6237 be approved, which motion received the following roll call vote: Ayes, Mayor Knapper, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox and Page. Nays, none.

Bill 6237 was approved by the City Council on the 12th day of December, 2023 as Ordinance Number 6032.

OLD BUSINESS: None.

COUNCIL COMMUNICATION: Councilmember Faulkingham thanked Matt Nighbor and the department heads for their endurance and diligent efforts the last few weeks.

MAYOR'S REPORT: Mayor Knapper wished everyone a very happy holiday, for whatever holiday they were celebrating and thanked her colleagues on the council for their caring and support. She expressed that although there has been much stress and many difficult situations for the council and city staff in recent weeks, that we would all get past this and mend. She heartily welcomed City Manager Amber Withycombe.

CITY ATTORNEY'S REPORT: None.

CITY MANAGER'S REPORT: Matt Nighbor stood and thanked the city staff and had them stand to be recognized for their support and hard work during his time as Interim City Manager.

PUBLIC FORUM: Doug Miner spoke requesting clarification on Bill 6235. The council responded that it was put in place so that the too, as residents of Maplewood, can communicate with city staff regarding property, sewer lateral issues, etc. the same as any other Maplewood resident.

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 Mayor Knapper asked for a motion to not hold a closed session which was moved by Councilmember Faulkingham and seconded by Councilmember Homa which motion received the following roll call vote: Ayes, Mayor Knapper, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox and Page. Nays, none.

ADJOURNMENT: The Council meeting adjourned at 8:00pm

Approved this 9th day of January, 2024

Nikylan Knapper, Mayor

Attest:

Andrea Majoros, City Clerk

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING ORDINANCE NO. 5573, THE MAPLEWOOD CODE OF ORDINANCES, AS AMENDED, BY AMENDING SECTION 12-23, INSPECTIONS, TO WAIVE OCCUPANCY PERMIT INSPECTION FEES FOR NATURALLY OCCURRING AFFORDABLE HOUSING UNITS WITHIN THE CITY OF MAPLEWOOD

WHEREAS, the City Council finds that the City's housing stock lacks affordable housing options, with potential serious consequences for the well-being of its residents, particularly lower-income and middle-income earners; and

WHEREAS, over 50% of renting households in Maplewood's lowest-income census tract experience housing cost burden (i.e., pay more than 30% of income to housing), and the St. Louis metropolitan area has received failing grades for providing affordable housing to renters and to the lowest income residents, according to the St. Louis Affordable Housing Report Card Rent Burden Map; and

WHEREAS, the U.S. Department of Housing and Urban Development ("HUD") defines "very low income" to be households earning 50% or less of the Median Family Income for a county or metropolitan area, which is consistent with the percentage of Maplewood's lowest-income census tract experiencing housing burden; and

WHEREAS, inadequate federal funding causes significant delay and shortage of Housing Choice Vouchers for eligible families, including an average wait time of 46 months in St. Louis County and a national average of only 10% of eligible families receiving funding, according to a report by Center on Budget and Policy Priorities; and

WHEREAS, low-income and renting households in Maplewood are vulnerable to displacement due to a combination of factors including, but not limited to, the City's high opportunity location, in-demand housing market, and aging housing stock; and

WHEREAS, a formula utilizing HUD's Median Family Income for the St. Louis Metropolitan Area and a rent variable provides rental property owners with defined rental rates linked with the size and use of rental units and will ensure that affordable housing exempt from occupancy permit inspection fees are reflective of current housing market conditions; and

WHEREAS, the City Council believes that waiving fees for Naturally Occurring Affordable Housing units within the City of Maplewood will assist in allowing the City to meet its affordable residential housing needs; and

WHEREAS, the City Council held a public hearing on December 12, 2023 to list fees for occupancy permit inspections and to waive said fees for Naturally Occurring Affordable Housing units within the City of Maplewood.

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

Section I. Chapter 12 Buildings and Building Regulations, Section 12-23. – Inspections.
(d) Fees., of the Maplewood Code of Ordinances is hereby amended to read as follows:

(d) Fees.

- (1) The fees for subsections (c) (1) and (2) of this section shall be as follows:
 - a. For the first residential unit, \$75.00
 - b. For each additional residential unit, \$35.00
- (2) Residential units that meet the definition of an Affordable Housing Unit as defined in Sec. 56-724. a) of the Maplewood Code of Ordinances shall be exempt from occupancy permit inspection fees defined in Sec. 12-23 (d) (1) a. and b. of this chapter.
- (3) Whenever an inspection of a multifamily dwelling or residential rental property indicates evidence of a violation of any provision of this chapter and written notice has been given to the owner to commence a remedy of the condition (s) therein specified, a reinspection fee of \$50 for the first unit and \$25 for each additional unit shall be paid to the city clerk prior to every reinspection that is required that occurs after 30 days from the date of the issuance of the notice of violation and correction order until the multifamily dwelling or residential rental property is determined to comply with the provisions of this chapter. The fee may be waived by the director of public works due to the need for additional time caused by the requirement to employ skilled labor to make the repairs or seasonal weather conditions making the exterior repairs impossible.
- (4) The fee for initial occupancy of a new commercial, industrial or institutional use, \$100.00.

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

Passed this 9th day of January, 2024

Nikylan Knapper, Mayor

Attest: _____
Andrea Majoros, City Clerk

Approved this 9th day of January, 2024

Nikylan Knapper, Mayor

Attest: _____
Andrea Majoros, City Clerk

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING ORDINANCE NO. 5573, THE MAPLEWOOD CODE OF ORDINANCES, AS AMENDED, BY REPEALING CHAPTER 10 ANIMALS AND FOWL, ARTICLE IV. DOGS AND CATS, SECTION 10-100 LICENSE – FEE IMPOSED, AND SECTION 10-101 SAME-TAGS, TO ELIMINATE THE REQUIREMENTS FOR PET LICENSES AND TAGS AND TO AMEND CHAPTER 10 ANIMALS AND FOWL, ARTICLE V. KENNELS, SECTION 10-133 DEFINITION, TO INCREASE THE TOTAL COMBINED NUMBER OF CATS AND/OR DOGS PERMITTED WITHOUT A KENNEL LICENSE TO FIVE TOTAL ANIMALS

WHEREAS, fees charged for animal licenses and tags are nominal and do not justify the cost to purchase the tags and staff time required to implement and enforce the requirements; and

WHEREAS, Maplewood residents have expressed a desire to increase the total combined number of cats and/or dogs allowed in the City of Maplewood without having to obtain a kennel license.

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

Section I. Chapter 10 – Animals and Fowl, Article IV. Dogs and Cats, Section 10-100. – Fee Imposed; inoculation certificate prerequisite to issuance of the Maplewood Code of Ordinances is hereby repealed.

Section II. Chapter 10 – Animals and Fowl, Article IV. Dogs and Cats, Section 10-101. – Same-Tags of the Maplewood Code of Ordinances is hereby repealed.

Section III. Chapter 10 – Animals and Fowl, Article V. – Kennels, Section 10-133. – Definitions of the Maplewood Code of Ordinances is hereby amended to delete the existing text and replace it with the following text in its stead:

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning: *Conducting a kennel* means keeping or harboring a total combined number of cats and/or dogs to five total animals, over the age of three months.

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

Passed this 9th day of January, 2024

Nikyln Knapper, Mayor

Attest: _____
Andrea Majoros, City Clerk

Approved this 9th day of January, 2024

Nikylan Knapper, Mayor

Attest: _____
Andrea Majoros, City Clerk

AN ORDINANCE CALLING AND PROVIDING FOR THE HOLDING OF AN ELECTION IN THE CITY OF MAPLEWOOD, MISSOURI, ON APRIL 2, 2024 FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED VOTERS OF THE CITY OF MAPLEWOOD THE QUESTION OF WHETHER TO AMEND ARTICLE IX. - DEPARTMENT OF LAW OF THE CHARTER, AND DIRECTING THE CITY CLERK TO NOTIFY THE RESPONSIBLE ELECTION AUTHORITIES OF THIS ELECTION.

WHEREAS, the City Council of the City of Maplewood desires to call an election for the purpose of amending Article IX. - Department of Law of the City Charter.

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

Section I. An election is hereby called and ordered to be held in the City of Maplewood, Missouri on Tuesday, April 2, 2024, on the following proposition:

PROPOSITION J

Shall Article IX. – Department of Law of the City Charter of the City of Maplewood be amended as outlined in City Ordinance No. 6035

YES ()

NO ()

Section II. Passage of the amendments to Article IX of the City Charter proposed in Section I of this Ordinance will result in Article IX reading as follows:

Sec. 9.1. City attorney; appointment; qualifications.

There shall be a department of law, the director of which shall be known as the city attorney. They shall be appointed by the mayor with the consent of the council. They shall have been licensed to practice law in the State of Missouri for at least five years prior to his appointment.

Sec. 9.2. City attorney duties.

The city attorney shall represent the city, except as hereinafter provided, in all legal matters in which it is a party or is interested. They shall advise the council, any committee or members thereof, the city manager, directors of all departments, and the boards and commissions concerning any legal questions affecting the city's interest. The council may further provide for the appointment of an assistant city attorney or special counsel to assist the city attorney in matters requiring specialized knowledge such as, but not limited to, issuance of bonds of the City of Maplewood.

Sec. 9.3. Prosecuting attorney.

There shall be a prosecuting attorney that represents the city in the municipal court, as well as in cases certified or appealed from the municipal court to St. Louis County

Circuit Court. They shall be appointed by the mayor with the consent of the council and shall be a lawyer licensed to practice by the state.

Sec. 9.4. Defense attorney.

There shall be a defense attorney that serves as counsel to persons appearing before the municipal court and accused of (a) driving while license or driving privilege is cancelled, suspended, or revoked; (b) driving without a valid license or driving privilege; (c) failure to have the required minimum amount of motor vehicle insurance as determined by the state department of revenue; or (d) operating a motor vehicle that is not validly registered and/or displaying a current and valid license plate. The defense attorney shall only represent such accused in the municipal court and shall not represent such accused in any other court. The defense attorney shall not represent such accused if the accused is charged with any additional violation not listed herein and committed as part of the same course of conduct. The defense attorney shall be appointed by the mayor with the consent of the council and shall be a lawyer licensed to practice by the state.

Sec. 9.5 Removal.

The city attorney, prosecuting attorney, and defense attorney can each be removed from office upon the recommendation of the mayor and affirmative vote of five councilmembers, or without the recommendation of the mayor, by an affirmative vote of five councilmembers.

Section III. The City Clerk shall prepare and cause to be forwarded to the Board of Election Commissioners of St. Louis County, Missouri, a Notice of Election in compliance with this ordinance and take such other steps as may be required so that an election may be lawfully conducted. The form of the notice of election shall be in substantially the same form as set forth on Exhibit A attached hereto, subject to any modifications as may be required by the Board of Election Commissioners of St. Louis County.

Section IV. The Board of Election Commissioners of St. Louis County shall conduct such election according to the law and certify the results thereof. Said Board of Election Commissioners shall designate such polling places as shall be required for said election and shall appoint such necessary election officials as may be required for the conduct thereof. Said Board of Election Commissioners shall also publish such notice of said election as shall be required by law and shall do and perform such other necessary acts as may be required to conduct such election in accord with the statutes of the State of Missouri and the ordinances of the City of Maplewood, Missouri.

Section V. This being an ordinance providing for the submission to the people, it is hereby declared to be an emergency measure and therefore this ordinance shall become effective immediately upon its passage and approval by the Mayor.

Passed this 9th day of January, 2024

Nikyln Knapper, Mayor

Attest: _____
Andrea Majoros, City Clerk

Approved this 9th day of January, 2024

Nikyln Knapper, Mayor

Attest: _____
Andrea Majoros, City Clerk

EXHIBIT A

**NOTICE OF ELECTION
City of Maplewood, Missouri**

Notice is hereby given to the qualified voters of the City of Maplewood, Missouri (the “City”) that the City Council of the City has called an election to be held in the City on Tuesday, April 2, 2024, commencing at 6:00 a.m. and closing at 7:00 p.m., on the proposition contained in the following sample ballot:

OFFICIAL BALLOT

CITY OF MAPLEWOOD, MISSOURI

APRIL 2, 2024

PROPOSITION J

Shall Article IX. – Department of Law of the City Charter of the City of Maplewood be amended as outlined in City Ordinance No. 6035

YES ()

NO ()

INSTRUCTIONS TO VOTERS: If you are in favor of a proposition, place an X in the box opposite “YES.” If you are opposed to a proposition, place an X in the box opposite “NO.”

The election will be held at the following polling places in the City:

[locations to be added by the Board of Election Commissioners]

DATED: _____, 2024

Board of Election Commissioners
of St. Louis County, Missouri

INTEROFFICE MEMORANDUM



To: Mayor & City Council

From: Amber Withycombe, City Manager

Date: January 5, 2023

Re: Entry Plan and Priority Items to Address

Entry Plan

The enclosed entry plan outlines key 90- and 180-day actions I intend to undertake as Maplewood's new City Manager. The plan provides a framework for assessing current conditions, collecting data and feedback, developing relationships, and building capacity to meet the city's long-range needs. The plan includes the development of tools and resources to support stronger and more transparent communications between Council and city staff, and it also calls for the development of a process and performance instrument for evaluating the City Manager. Additionally, the plan includes the SWOT analysis that you have asked me to conduct in order to identify opportunities for systems and operations improvements.

Priority Items to Address

My onboarding process with city staff has highlighted items that require close attention and near-term action. In his time as Interim City Manager, Chief Nighbor decisively addressed many outstanding items, but some remain unaddressed due to constraints on his time as a result of his dual roles. I am providing these in the interest of accelerating our shared understanding of the work I will be undertaking with staff in the coming weeks:

- Fire Department union contract negotiations
- Fire Department training tower partnership with Brentwood, Clayton, and Richmond Heights
- Fiscal year 24/25 budget planning
- Comprehensive plan proposal
- Maplewood Community Growth Fund administrative and accounting needs
- Council onboarding, communications enhancements, and Sunshine Law training
- Employee manual
- Travel policy
- Board/commission vacancies
- St. Louis County holds

Maplewood City Manager Entry Plan - January 2024

90-Day Actions

Conduct 1:1 and small group listening sessions with city employees to understand their perspectives, priorities, and needs.

Initiate regular 1:1 meetings with Mayor and Council Members.

Develop comprehensive framework for implementing and monitoring the city's five-year DEIB plan, [Welcome Maplewood](#).

- Key implementation items: staff training and professional development, ADA plan, human resources management, job descriptions, employee manual, communications planning

Collaborate with the Finance Department to review current and recent budgets and annual comprehensive financial reports (AFCR). Identify financial challenges and explore opportunities for optimization.

In collaboration with department heads and Council, assess opportunities to update existing strategic plan to align with DEIB plan.

Identify relevant data sources, processes, deliverables, duties, and peer benchmarks to initiate six-month department-level SWOT analysis.

Collaborate with Director of Public Works to propose resources, process, and timeline for developing a new comprehensive plan (leveraging existing/new DEIB, parks, traffic study, and ADA plans).

Evaluate current City Manager communications to Council, including weekly emails and public meeting reports, and propose modifications to support more effective decision-making.

Review and update Council onboarding process. Revisit Missouri Sunshine Law training. Collaborate with Council to develop documented norms and protocols.

Develop internal survey tool to assess climate and culture. Gather baseline data to inform diverse talent attraction and retention strategies.

Attend and address all boards and commissions. Develop cross-commission work alignment related to Welcome Maplewood plan.

Attend community and business association events. Engage with residents and business owners to gain insights into their needs and expectations.

Participate in ride-alongs with police, fire, public works, and building department employees.

Meet with adjacent city managers/administrators to discuss priorities and explore opportunities for expanded collaboration.

Resume monthly collaborative meetings with MRH Superintendent and Richmond Heights City Manager.

Meet with the St. Louis County Executive chief of staff and with offices of county-, state-, and federal-level elected representatives.

Meet with key real estate holders and business owners in Maplewood.

Attend relevant regional municipal association and professional development meetings.

Evaluate IT infrastructure and solicit staff recommendations for improvements. Develop plan for Microsoft 365 adoption.

Evaluate opportunities to upgrade Council meeting broadcast and audio set-up.

Host coffee and bagels in one city department monthly. Invite up to three Council Members to attend each gathering.

180-Day Actions

Review annual work plans for each department. Evaluate opportunities to initiate program evaluation processes.

Develop City Manager annual performance goals and KPIs. Propose a City Manager annual evaluation instrument and process.

Create a list of City Manager priorities for years one and two. Solicit feedback from department heads and Council.

Develop strategic recommendations based on SWOT analysis.

Institute annual work plan process for boards and commissions.