

**AGENDA**  
**MAPLEWOOD CITY COUNCIL MEETING**  
**TUESDAY, NOVEMBER 12, 2024 @ 7:00 PM**  
CITY COUNCIL CHAMBERS  
7601 MANCHESTER ROAD, MAPLEWOOD, MO 63143  
OR VIA TELECONFERENCE

Zoom link: <https://us02web.zoom.us/j/89452395834?pwd=SytBUTE0WXBIOUIPQnU0WjhqaFRMZz09>  
Passcode: 113226  
Dial in: (312) 626-6799  
Webinar ID: 894 5239 5834

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Motion to Excuse Councilmember
5. Approval of the Council Agenda
6. Approval of October 22, 2024, City Council meeting minutes
7. Public hearing to hear citizens' comments on a request by Cory King of Side Project Brewery to rezone the northern 3,360 square foot portion of 7443 Hazel Avenue from SR Single Family Residential District to CB Community Business District
8. Public Forum
9. Announcements
10. Board of Adjustment/Housing Board of Appeals Report by Patrick Jugo, Chair
11. A Resolution of the City Council of the City of Maplewood, Missouri, authorizing the City Manager to submit a 2024 Municipal Waste Reduction Grant application to the St. Louis County Department of Public Health to conduct a document shredding event
12. A Resolution of the City Council of the City of Maplewood, Missouri, authorizing the City Manager to enter into a software subscription agreement with PeopleGuru in the amount of twenty-seven thousand seven hundred twenty-two dollars and twenty cents (\$27,722.20) for a Human Capital Management System
13. An Ordinance of the City Council of the City of Maplewood, Missouri, to rezone the northern 3,360 square foot portion of 7443 Hazel Avenue from SR Single Family Residential District to CB Community Business District

14. An Ordinance of the City Council of the City of Maplewood, Missouri, providing for a boundary adjustment between the cities of Webster Groves and Maplewood
15. Old Business
16. Council Communication
17. Mayor's Report
18. City Attorney's Report
19. City Manager's Report
20. Public Forum
21. 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
22. Adjournment



## RECORD OF PROCEEDING

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### MEETING OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD AT 7601 MANCHESTER ROAD OCTOBER 22, 2024

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The meeting was called to order at 7:02 p.m., with Mayor Greenberg presiding.

PLEDGE OF ALLEGIANCE was recited.

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

MOTION TO EXCUSE COUNCILMEMBER: None.

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

APPROVAL OF THE OCTOBER 8, 2024, CITY COUNCIL MEETING MINUTES: Councilmember Faulkingham motioned to approve, seconded by Councilmember Homa, which motion received the approval of the Council.

PUBLIC FORUM: None.

ANNOUNCEMENTS: Councilmember Garcia announced the following upcoming events:

- The Great Pumpkin Glow event is on October 24 in the Special Business District.
- The County began no-excuse absentee satellite voting today. The location closest to Maplewood is the Mid-County Branch Library. More information is available on the St. Louis County Election Board's website.
- MRH is hosting a performance of "Clue" this Thursday, Friday, and Saturday. Tickets are available online or at the door.
- MRH Trunk or Treat is happening Saturday from 11:30-1:30 in the ECC parking lot.
- The Annual MRH District-wide Open House will be on Saturday, November 9<sup>th</sup>. This will include a Kiwanis Pancake Breakfast, held in the new High School Café, with proceeds going to MRH and Kiwanis outreach.

MAPLEWOOD COMMUNITY FUND REPORT BY COLLEEN CUNNINGHAM, PRESIDENT, BOARD OF DIRECTORS: Colleen Cunningham reported Board activities. Since its inception, the group has defined its goals and is identifying the intended recipients of its fundraising efforts. So far, the group has successfully formed a 501c3 and hopes to begin serving the community in the Spring of 2025.

FISCAL YEAR 2024-25 FIRST QUARTER VARIANCE REPORT BY ALEXIS MILLER, FINANCE DIRECTOR: Alexis Miller presented the budget vs. expenditures for the first quarter of the fiscal year, identifying any shortages or overages thus far in the fiscal year.

R24-59, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO EXECUTE A FOURTH AMENDMENT TO THE REDEVELOPMENT AGREEMENT WITH SUNNEN STATION REDEVELOPMENT CORPORATION, SUNCO, LLC, AND INDIGO PROPERTIES STL, LLC was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, to approve the resolution, which motion received the following roll call vote: Yes; Mayor Greenberg, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox, and Page. No; none.

R24-60, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO EXECUTE A LICENSE AGREEMENT WITH THE POST SPORTS BAR & GRILL AND MAPLE KING PROPERTIES LLC FOR A CANTILEVERED BALCONY AND REAR ENTRANCE/EXIT STAIRWELL was moved by Councilmember Faulkingham, duly seconded by Councilmember Homa, to approve the resolution, which motion received the following roll call vote: Yes; Mayor Greenberg, Councilmembers Coriell, Faulkingham, Garcia, Homa, Mattox, and Page. No; none.

OLD BUSINESS: None.

COUNCIL COMMUNICATION: None.

MAYOR'S REPORT: Mayor Greenberg reported that he will be attending the National League of Cities City Summit and the Missouri/Kansas regional meeting in November. He presented the workshop topics to Council asking for input on sessions he should attend.

CITY ATTORNEY'S REPORT: None.

CITY MANAGER'S REPORT: As part of the City's A/V upgrades to Council Chambers, City Manager Withycombe proposed a migration to Microsoft Teams from Zoom for meeting livestreams for cost savings. She also discussed formalizing public comment submissions. The Council Chambers A/V upgrades will begin on Wednesday, October 23.

City Manager Withycombe informed the Council that the MSD board resolved to reduce OMCI tax rates beginning in December 2025 for the City of Maplewood.

Several businesses are delinquent on their business license fees dating back to FY 23-24. These businesses have not renewed their licenses despite several notifications. Business license revocations may be on the agenda for the November 12th meeting.

Also, there are four vacancies on the City's boards and commissions. For the upcoming work session, she recommended an application review.

PUBLIC FORUM: Matthew Langston, president of the Webster University Student Government Association, appeared before the Council to thank the Maplewood Fire Department for its response to a Shrewsbury apartment fire that displaced 16 Webster University students.

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: None.

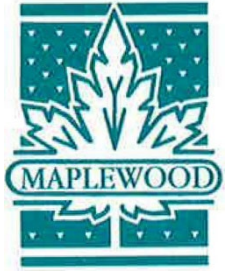
There being no further business before the Council, the meeting adjourned at 7:37 p.m.

Approved this 12th day of November, 2024

\_\_\_\_\_  
Barry Greenberg, Mayor

Attest:

\_\_\_\_\_  
Tanya Bohlken, Deputy City Clerk



### **PUBLIC HEARING NOTICE**

The Maplewood City Council will hold a public hearing on 11/12/24 at 7:00 p.m. in the City Council Chambers, 7601 Manchester, Maplewood, MO 63143 and via Zoom teleconference ([maplewoodmo.gov](http://maplewoodmo.gov)) to hear citizens' comments on a request by Cory King of Side Project Brewery to rezone the northern 3,360 square foot portion of 7443 Hazel Avenue from SR Single Family Residential District to CB Community Business District to allow for the construction of a parking lot.

Note, if the rezoning is approved, a lot consolidation plat would be approved to consolidate the newly rezoned portion of land into 7458 Manchester (Side Project location). The remaining portion of 7443 Hazel Avenue would remain a buildable single-family residential lot.

# Memorandum



**To:** Mayor and City Council  
**From:** Anthony Traxler, Assistant City Manager/ Director of Public Works  
**Date:** November 6, 2024  
**Re:** **2024 Municipal Waste Reduction Grant – Document Shredding**

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The City has the opportunity to apply for waste reduction funding through the St. Louis County Department of Public Health’s landfill surcharge program. These grants support municipal recycling and waste diversion efforts, including document shredding events.

The City held similar events in 2022 and 2023. The events were so successful, vehicles backed up along Manchester Road due to the high level of interest. Because of this, our 2024 grant request will move the event from the aquatic center parking lot to Sunnen Business Park, increase the number of city employees working the event, and increase our overall recycling capacity. This grant does not require a financial match but does require the City Council’s approval of the attached resolution.

If approved, staff proposes holding a drive-through document shredding event on Saturday, March 1, 2025 from 9 a.m. to noon at Sunnen Business Park, near Essex Industries. The grant application will ask for funds to cover (1) the cost of having a third-party vendor shred documents on site; (2) the cost of advertising materials; and (3) staff time for working the event.

The attached resolution authorizes submission of the grant application. If you have any questions, comments or concerns on this matter, please do not hesitate to contact me at 646-3635.

**RESOLUTION**

**R24-61**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, TO AUTHORIZE THE SUBMISSION OF A 2024 MUNICIPAL WASTE REDUCTION GRANT APPLICATION TO THE ST. LOUIS COUNTY DEPARTMENT OF PUBLIC HEALTH TO CONDUCT A DOCUMENT SHREDDING EVENT

WHEREAS, the St. Louis County Department of Public Health, through its Waste Management Program, has made funds available to municipalities via the 2024 Waste Reduction Grant Program; and

WHEREAS, the City of Maplewood seeks to enhance citizen participation in recycling and waste diversion efforts to reduce landfill waste.

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

The City Manager is hereby authorized to submit a 2024 Municipal Waste Reduction Grant Application to the St. Louis County Department of Public Health to conduct a document shredding event.

BE IT FURTHER RESOLVED that upon award of the grant, the City Manager is authorized to execute the contract and the City commits to providing required performance data to the St. Louis County Department of Public Health.

Passed this 12th day of November, 2024

\_\_\_\_\_  
Shawn Faulkingham, Deputy Mayor

Attest:

\_\_\_\_\_  
Tanya Bohlken, Deputy City Clerk

Approved this 12th day of November, 2024

\_\_\_\_\_  
Shawn Faulkingham, Deputy Mayor

Attest:

\_\_\_\_\_  
Tanya Bohlken, Deputy City Clerk

# Memorandum



**To:** Amber Withycombe, City Manager  
**From:** Lexie Miller, Finance Director  
**Date:** November 7, 2024  
**Re:** **Human Capital Management (HCM) System**

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The City solicited requests for information through the *St. Louis Countian*, the City of Maplewood website, and direct outreach to vendors for a comprehensive human capital management system. Multiple responses were received.

After a thorough review, the staff committee recommends PeopleGuru for the following reasons:

- Comprehensive coverage of all required services, including core HR management, payroll processing, time and attendance tracking, benefits administration, recruitment, onboarding, performance management, learning management, and analytics
- Concise, focused proposal that adhered to RFI guidelines
- Personalized service model with dedicated project manager and support team
- Mobile app functionality for employee access
- Smaller company size allowing for more individualized attention

While an HCM system was originally budgeted for FY26 and onward at \$30,000 annually, we have identified an opportunity to begin implementation sooner to address critical HR management needs. The proposed timeline includes:

Current Fiscal Year (FY24-25):

- Implementation and setup: \$5,895.00
- Monthly subscription (April-June): \$5,456.79 (\$1,818.93 per month)

Future Fiscal Years:

- Annual subscription: \$21,827.20

This cloud-based solution will modernize our HR processes while providing better service to our employees. It will also allow us to expedite reform of our employee handbook and performance management processes and it will produce significant cost savings in staff time devoted to manual payroll, timekeeping, recruitment, and onboarding processes.

Please contact me for any additional information.



## **CITY OF MAPLEWOOD, MISSOURI**

### **REQUEST FOR INFORMATION: HUMAN CAPITAL MANAGEMENT (HCM) / HUMAN RESOURCE INFORMATION SYSTEM (HRIS)**

**Date of Announcement: October 22, 2024**

#### **1. Introduction**

The City of Maplewood is seeking information from qualified vendors to provide a comprehensive Human Capital Management (HCM) system, also known as a Human Resource Information System (HRIS) or Human Resource Management System (HRMS). This Request for Information (RFI) is issued to gather information about available products, services, and pricing to assist our municipality in making an informed decision about our HR and payroll software needs.

#### **2. Background**

Maplewood is a city of approximately 8,100 residents with an annual budget of \$23 million. Our current HR processes involve manual data entry and management. We are looking to modernize our HR operations to improve efficiency, accuracy, and employee experience through the implementation of a comprehensive HCM/HRIS solution.

#### **3. Objectives**

The primary objectives for implementing a new HCM system are:

- Streamline HR processes and reduce manual data entry
- Improve employee self-service capabilities
- Enhance payroll processing and tax management
- Facilitate better talent management and recruitment
- Increase data accuracy and reporting capabilities
- Integrate HR, payroll, and time & attendance functions

#### **4. Scope of Services**

The proposed HCM system should include, but is not limited to:

- Core HR management
- Payroll processing and tax management
- Time & attendance tracking
- Benefits administration
- Recruitment and applicant tracking
- Employee onboarding

- Performance management
- Learning management
- Reporting and analytics

## **5. Vendor Information**

Please provide the following information about your company:

- Company name, address, and contact information
- Brief company history and experience in municipal HCM software
- Number of municipal clients and references
- Overview of your product development roadmap
- Information on your support and training services

## **6. Technical Requirements**

Please provide information on how your software solution meets the following technical requirements:

- Cloud-based deployment
- Database management system used
- Security features and compliance standards (e.g., encryption, access controls)
- Scalability to accommodate future growth
- Backup and disaster recovery capabilities
- Browser and device compatibility
- Mobile app availability
- API availability for custom integrations

## **7. Functional Requirements**

Please describe how your software addresses the following functional requirements:

### **Core HR**

- Employee record management
- Organizational structure and position management
- Workflow and approval processes
- Document management and e-signatures

### **Payroll**

- Multi-state tax compliance
- Real-time payroll processing
- Multiple pay frequencies support
- Garnishment management
- Year-end processing (W-2, 1094/1095)

### **Time & Attendance**

- Time clock integration
- Scheduling capabilities
- Leave management

- Overtime calculations

### **Benefits Administration**

- Open enrollment management
- Carrier connectivity
- ACA compliance

### **Recruitment and Onboarding**

- Applicant tracking system
- Job posting to multiple platforms
- Candidate communication tools
- New hire paperwork automation

### **Performance Management**

- Goal setting and tracking
- Performance review cycles
- 360-degree feedback capabilities

### **Learning Management**

- Course creation and assignment
- Training tracking
- Compliance training management

### **Reporting and Analytics**

- Standard and customizable reports
- Dashboard creation
- Ad-hoc reporting capabilities

## **8. Implementation and Support**

Please provide information on:

- Typical implementation timeline and process
- Data migration services
- Training options (on-site, virtual, self-paced)
- Ongoing technical support (hours of availability, response times)
- Software update frequency and process
- User group or community resources

## **9. Pricing Information**

Please provide a general pricing structure for your solution, including:

- Licensing model (per employee per month, etc.)
- Implementation costs
- Annual maintenance and support fees
- Training costs
- Any additional fees for optional modules or services

**10. Submission Instructions**

Please submit your RFI response by noon on Thursday, November 7 to: Alexis Miller, Director of Finance, [amiller@maplewoodmo.gov](mailto:amiller@maplewoodmo.gov)

Responses should be provided in PDF format and should not exceed 20 pages.



*Request for Information:  
Human Capital Management  
System*

*Proposal for the City of  
Maplewood*

Prepared by: David Potter

Pricing Valid for 30 Days

Ms. Alexis Miller  
Director of Finance  
City of Maplewood  
7601 Manchester Road  
Maplewood, MO 63143

Dear Ms. Miller,

Thank you for dedicating your valuable time to consider PeopleGuru as your preferred Human Resource, Payroll, and Talent Management solution. As your dedicated solutions partner, your satisfaction remains our paramount priority. Following in-depth discussions and a thorough analysis of your organization's specific requirements and objectives, I am fully confident that opting for the PeopleGuru HCM technology combined with our Guru Services represents the optimal choice for your organization.

At PeopleGuru, we firmly grasp that technology alone is insufficient to drive exceptional outcomes. By selecting PeopleGuru as your partner, you gain the steadfast support of our Gurus, who are wholeheartedly dedicated to collaborating with you to achieve remarkable results. We not only comprehend the distinct demands of your industry but are also resolutely committed to assisting you in your HR transformation journey.

I take great pleasure in presenting the attached proposal for your consideration and eagerly anticipate the opportunity to delve further into its details during our forthcoming discussions.

Should any inquiries arise, please do not hesitate to reach out to me directly at 973-360-5932. Your questions and concerns are of utmost importance to us.

Sincerely,

*David Potter*

David Potter, Sales Manager

# PeopleGuru

Founded in 2016, PeopleGuru offers a highly configurable, cloud-based, and proprietary Human Capital Management (HCM) software solution tailored to meet the functional and support requirements of mid-market organizations. PeopleGuru is a privately held company headquartered in Tampa, Florida, with additional service centers in New Jersey & North Carolina. Our unwavering commitment is to serve HR leaders of mid-market organizations by providing a comprehensive, single application platform for end-to-end employee lifecycle management, all at affordable price points.

Through strategic partnerships with PeopleGuru, our clients gain access to powerful tools that enable them to achieve their HR objectives, effectively manage compliance risks, and seamlessly oversee every phase of the employee lifecycle.

## Proprietary technology developed and supported by PeopleGuru.

HR Core	Payroll	Time	Scheduling	Expense	Benefits	Health Check	Onboarding
Recruiting	Performance	Salary	Learning	Social			
Cloud/SaaS	Single Database	SOC I Type 2	Mobile App	SSO - Azure	Alerts & Notifications	Workflows	Analytics

## Payroll Tax Filing and Administrative Services with Compliance Software with HR Legal Support.



**Tax Filing**  
Payments



**3rd Party Payments**



**E-Verify**



**ACH Banking**  
Check Printing



**Year-End Services**  
1094 | 1095 | 1099 | W2

**Compliance Software & HR Legal Hotline**

- ✓ Consultation & Expertise
  - 8AM-8PM EST
- ✓ Comprehensive Content Libraries
- ✓ Handbooks & Job Descriptions
- ✓ Compliance Posters
- ✓ Legislative Updates (both State & Federal)

## Guru Support Team

**Account Guru**

- **Direct Point of Contact**
- Project Management
- System Operations
- Talent Deployment
  - Performance, Learning, Recruiting Mgmt.

**Help Desk Guru**

- Software Support
- Payroll Support
- Tax Administration
- Reporting
- Support Ticket Resolution

**Subject Matter Guru**

Tax, Treasury Management, Benefits, Time & Labor, and Integrations

- ✓ Dedicated Point Person
- ✓ Experienced, Tenured Support Team
- ✓ Credentialed (PHR, CPP)
- ✓ Best in Class AE Client Ratios (1:20)
- ✓ Published Service Level Agreements
- ✓ West Coast Coverage
- ✓ Unlimited Support
- ✓ US Based Support Only

## Need additional resources and support? Leverage PeopleGuru Managed Services. (Additional service fees apply)

**Managed Services Guru**

**Full Cycle Payroll Processing**

- Validate Timesheets
- Payroll Calendars Mgmt.
- Check and Payroll Reconciliation
- Tax Agency Inquiries
- Tax Registration & Setup
- Banking Support

**Benefit Management Support**

- Enrollment
- Eligibility
- Carrier and Broker Communication

**Onboarding Support**

- Setup & Employee Support

- ✓ Affordable
- ✓ Minimal contract commitment
- ✓ Extension of your team
- ✓ Full-Service Payroll
- ✓ Focus on your people
- ✓ Let us focus on the non-strategic

*Offload payroll processing to our Payroll Gurus so that you can shift your focus back on your people.*

## Implementation supported by a talented team of Gurus



**Implementation Project Manager**

Each client is assigned an **Implementation Project Manager** who is committed to helping you achieve your business outcomes. Your new Implementation Project Manager will offer product expertise, best practices, support you through Go-Live, and ensure a smooth transition to your dedicated **Account Manager**. You will be assigned a **Trainer** to help you and your team stay informed, empowered and productive.

## Guru Preferred Partners



Insurance Services



401k/403b



Earned Wage Access



Background Screening



WOTC Tax Credits



Work Number, 19 Verifications



COBRA, FSA, HSA



Employee Assessments



Job Board Integrations



Integrations

## Why Choose PeopleGuru



**FOCUS MORE ON PEOPLE,  
LESS ON HR/PAYROLL OPERATIONS**



**ACHIEVE DIGITAL  
TRANSFORMATION**



**MAINTAIN COMPLIANCE  
& MITIGATE RISK**



**ENGAGE, RECOGNIZE,  
& COLLABORATE WITH TEAMS**



**ATTRACT, RETAIN,  
& DEVELOP TALENT**



**ACCESS DATA  
TO DRIVE DECISIONS**

# PeopleGuru Solutions

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## Core HR

PeopleGuru Core HR is the foundation to managing your entire workforce. With client defined, configurable workflows, notifications, and comprehensive self-service functionality, you can efficiently and effectively manage the entire employee lifecycle for a diverse, multi-generational, and virtual workforce.



## Payroll

PeopleGuru Payroll includes real-time processing, wizard based intuitive processes, and comprehensive audit and verification tools with unprecedented performance. Specifically crafted for mid-market organizations, PeopleGuru Payroll handles complex tax and corporate structures with ease. Unlike other providers in the industry, PeopleGuru Payroll and Tax Management is 100% proprietary.



## Benefits Management

With full eligibility management and online open enrollment, your people can experience a 100% paperless enrollment process. PeopleGuru offers carrier connections for adds and deletes, along with carrier reconciliation tools. Available via web or mobile app, your people can compare and contrast their plan options.



## Time & Labor & Scheduling

Accurately manage labor records, control labor costs, and improve people productivity with PeopleGuru Time. PeopleGuru Time is highly configurable and designed to handle basic or complex timekeeping. Time can be captured via web clocks, native mobile apps, biometrics, or badge readers. PeopleGuru Time is not a third-party application.



## Expense Management

Eliminate cumbersome paper processes and efficiently upload receipts, create expense reports, and submit expense reports for approval through the appropriate channels.



## Onboarding

The entire employee HR onboarding experience can be 100% paperless. PeopleGuru Onboarding streamlines processes with document management, e-signatures, and workflows, giving new hires a productive first day on the job.



## Recruiting

To be effective in recruiting a multi-generational workforce, mid-market organizations need to enhance the candidate experience. PeopleGuru Recruiting helps attract top talent and ensure that the candidate experience makes a lasting first impression by best representing an organization's commitment to their people.



## Performance Management

Regardless of whether you are measuring a specific employee, position, or department, the information to take your organization and its people to the next level is at your fingertips. PeopleGuru Performance provides you and your people with all of the tools needed for 360-degree appraisals, performance reviews, self-assessments, and talent assessments, along with measuring and setting goals and objectives.



## Salary Administration

PeopleGuru Salary Administration is a comprehensive management tool that outlines guidelines, salary ranges, and data necessary for your organization to structure competitive plans that help to attract, retain, and reward your key people.



## Reporting & Analytics

With over 400 standard reports, configurable dashboards, coupled with ad-hoc reporting, you can always rely on accurate information to manage, report, and help with making informed decisions. One Source of Truth!!!



## Tax Management

Our Guru Administrative Services simplify compliance and administration. You can turn to PeopleGuru for outsourced Tax Filing, Banking, Check Printing, Garnishment Payments, New Hire Reporting, and Year-End Services for W2s, 1094s & 1095s.



## ACA Management

In addition to the uncertainty of the Affordable Care Act (ACA), the administrative and reporting requirements are proving to be a big burden for HR and Payroll leaders. PeopleGuru ACA simplifies the entire process from testing to reporting, including year-end filing and 1094/1095 printing to further ensure compliance.



## Social

PeopleGuru Social is a modern-day communication platform designed to improve employee engagement, align your people with organizational objectives, and increase operational efficiencies across the workforce. Employees and managers can communicate and collaborate via our Daily Feed by instantly sharing corporate communications, check-ins, polls, reports, and employee recognition.

# Guru Services

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At PeopleGuru, we recognize that it's the people and services behind great technology that help our clients achieve their goals. From transactional to strategic, our Service Gurus are fully committed to delivering great outcomes and providing a client-centric service experience.

## Implementation & Project Management

Our commitment to you starts in the sales engagement process. The PeopleGuru team works diligently to help define the scope of the project and how to measure success. Our implementation methodology is repeatable and scalable across a diverse range of client profiles, but rooted in aligning with our clients' timelines and objectives. At PeopleGuru, a devoted Guru Project Manager will help you complete the project on time and within budget.

## Account Management

We have fine-tuned our service delivery model to ensure we meet and exceed our clients' expectations, even after implementation. Our service team structure is in place so that each client has a dedicated team member that is committed to delivering quality services while cultivating close business relationships. Your **dedicated Account Guru, Help Desk Guru and Subject Matter Gurus are here to help you achieve your HR objectives.**

## Administrative & Compliance Services

From everything between tax filing, depositing, and year-end tax forms, PeopleGuru has you covered. Our treasury management offering will handle all of your ACH, One Pay Services, and any wage-attachment garnishment disbursements. PeopleGuru delivers these administrative services so that you can keep your focus on your people.

- ACA- ALE & Affordability Testing, Dashboards, and Reporting
- Tax Filing and Deposit Services
- Year-end Reporting- W2s, 1099s, 1094s, & 1095s
- Banking Services- ACH, Check Printing & Distribution
- Garnishment Management, New Hire Reporting, & E-Verify®

# PeopeGuru HCM + Talent

## Pricing Summary based on 88 active employees)

Software Features	Included
<b>Guru HCM</b>	Yes
Core HR (Notifications, PAF's, Workflows, Transaction Approvals)	Yes
Time & Scheduling (Mobile, Web)	Yes
Employee/Manager Self-Service	Yes
Payroll & Tax Management	Yes
ACA Management	Yes
Expense Management	No
Benefits Mgt./Open Enrollment	N/A
Carrier Communication	N/A
Onboarding/e-Documents	Yes
Standard & Ad-Hoc Reporting	Yes
<b>Guru Talent</b>	
Advanced Recruiting/Hirebridge	Yes
Performance & Salary Mgmt.	Yes
Learning Management	Yes

Administrative & Support Services	Included
Payroll Processing (Up to 52 pay cycles)	Yes
Treasury Management (ACH, Banking)	Yes
Tax Filing (Federal, State, Locals) 1 Fed, 1 State	Yes
Year-End Services (W2,1094,1095's)	Yes
Garnishment Payments (est. 4 per month)	Yes
G/L reporting	Yes
HR Compliance/Hotline/Handbooks	Yes

Hardware as a Service	
Kiosk with fingerprint reader (monthly)	Yes
Total Number of Devices	1

Software & Services	Monthly Amount	Annual Amount
HCM + Talent @ \$15.69 PEPM*	\$1,380.00	\$16,560.00
Timeclocks	\$125.00	\$1,500.00
Tax Services and Garnishments	\$124.00	\$1,488.00
HR Compliance/Handbooks	\$88.00	\$1,056.00
Year End W2/1094/1095		\$1,223.20
<b>Total</b>		<b>\$21,827.20</b>

Implementation/Conversion/Set Up and Training Fees	Fee
Guru HCM + Data conversion, testing, parallel payrolls, unlimited training, current year history conversion,	One-time fee of \$5,895.00 or \$531.00 monthly/12 months

\*Per Employee Per Month

**RESOLUTION**

**R24-62**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO ENTER INTO A SOFTWARE SUBSCRIPTION AGREEMENT WITH PEOPLEGURU IN THE AMOUNT OF TWENTY-SEVEN THOUSAND SEVEN HUNDRED TWENTY-TWO DOLLARS AND TWENTY CENTS (\$27,722.20) FOR A HUMAN CAPITAL MANAGEMENT SYSTEM

WHEREAS, requests for information for human capital management software were solicited through the *St. Louis Countian*, the City's website, and direct outreach to vendors; and

WHEREAS, multiple proposals were received and evaluated by staff to provide comprehensive human resources, payroll, and employee management capabilities; and

WHEREAS, PeopleGuru's cloud-based software subscription was determined to be the most suitable for the City's needs, offering core HR management, payroll processing, time and attendance tracking, benefits administration, recruitment tools, and employee onboarding capabilities; 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 enter into a software subscription agreement with PeopleGuru for cloud-based human capital management services, including configuration, data migration, training services, and ongoing technical support at an implementation cost of \$5,895 and an annual cost of \$21,827,20.

Passed this 12th day of November, 2024

\_\_\_\_\_  
Shawn Faulkingham, Deputy Mayor

Attest:

\_\_\_\_\_  
Tanya Bohlken, Deputy City Clerk

Approved this 12th day of November, 2024

\_\_\_\_\_  
Shawn Faulkingham, Deputy Mayor

Attest:

\_\_\_\_\_  
Tanya Bohlken, Deputy City Clerk

# INTEROFFICE MEMORANDUM

---



To: Plan Commission  
From: Anthony Traxler, Assistant City Manager/Director of Public Works  
Date: October 31, 2024  
Subject: **Petition Number 2024-14 – Request by Cory King of Side Project Brewery to rezone the northern (rear) portion of 7443 Hazel Avenue from SR Single Family Residential District to CB Community Business District**

## BACKGROUND

The subject property, 7443 Hazel Avenue, is zoned SR Single Family Residential District. The site is an approximately 8,520 square foot vacant lot. The site previously supported a single-family home that was demolished approximately 18 years ago.

The petitioner, Cory King of Side Project Brewery, recently purchased this lot and would like to expand the parking lot for Side Project Brewery located at 7458 Manchester Road which abuts 7443 Hazel Avenue (see attached site plan).

On September 4, 2024, the Plan & Zoning Commission denied a request to rezone the entire lot at 7443 Hazel Avenue. Prior to the City Council meeting, the petitioner withdrew his request to rezone the entire lot. The petitioner later submitted another request to rezone only the northern (rear) portion of 7443 Hazel Avenue. This revised request would leave the remaining portion of 7443 Hazel Avenue as a buildable single-family lot. If the rezoning were approved, the petitioner would consolidate the newly rezoned portion of 7443 Hazel Avenue into 7458 Manchester Road prior to expanding the existing parking lot. The petitioner has indicated he has had several inquiries to purchase what would be the smaller lot at 7443 Hazel Avenue from buyers interested in building a single-family home.

## ZONING REQUEST

The petitioner, Cory King of Side Project Brewery, is requesting to rezone the northern (rear) portion of 7443 Hazel Avenue, which consists of approximately 3,360 square feet, from SR Single Family Residential District to CB Community Business District. This portion of the lot would be consolidated into 7458 Hazel Avenue and the existing Side Project parking lot would be increased by eight parking spaces. The remaining portion (5,160 square feet) of 7443 Hazel Avenue would be a buildable single-family zoned lot.

## PLANNING AND ZONING ISSUES

1. **Site Inventory:** The City Code states “the CB District is intended to accommodate a wide variety of retail commercial and personal and business service uses including those which attract shoppers from a community or city-wide and larger market area, as well as convenience service retail uses.” The City Code further states “the district seeks to give the highest priority to uses typically located in nucleated shopping districts which, in turn, serve a contiguous community and neighborhood shopping market. Included are small retail establishments of a convenience or service nature as well as specialized or larger shoppers’ goods establishments, which together attract and require intensive pedestrian and vehicular traffic.”

See the attached aerial of the site and surrounding area. To the north is Side Project Brewery (zoned CB District), to the south and west are single family homes (zoned SR District) and to the east is a parking lot for Jay B. Smith Funeral Home that is also zoned SR District. Staff researched the zoning of the Jay B. Smith Funeral Home and/or construction of a commercial parking lot in a residential district and could not determine when the parking lot was constructed, but there appears to be commercial parking at this location as far back as 1955 so it likely predated current zoning regulations and would be considered a legally pre-existing non-conforming use.

For a zoning request to be considered spot zoning, the property, in most cases, must meet the following four criteria:

- 1) The area is small compared to districts surrounding the parcel in question.
- 2) The new district allows land uses inconsistent with those allowed in the vicinity.
- 3) The spot zone would confer a special benefit on the individual property owner not commonly enjoyed by the owners of similar property.
- 4) The existence of the spot zone conflicts with the policies in the text of the master plan and future land use or comprehensive plan.

The area is adjacent to CB zoning so it is not small compared to districts in the area, the proposed rezoning is consistent with land uses allowed in the vicinity (to the north), and because there is a commercial parking lot to the north and east of the site, the rezoning would not be considered a special benefit when compared with nearby uses. The proposed rezoning is not in accordance with the City’s Land Use Guide (Comprehensive Plan) which designates the northern portion of 7443 Hazel Avenue as commercial. However, the City is currently in the process of updating its Land Use Guide (Comprehensive Plan) and if the rezoning were approved, the approximate 3,360 square foot portion of 7443 Hazel Avenue could be reclassified from residential to commercial. The remaining portion of 7443 Hazel Avenue would remain classified as single-family and the lot would be a buildable lot for a new single-family home. Based on this analysis, the request would not be considered spot zoning.

2. **Transitional Yard Buffer Requirements:** The City Code requires the following transitional yard/buffer requirements to mitigate the impact of CB Community Business District uses to adjacent residential uses. The following buffers would apply to this petition and have been met by the petitioner.

- A. Where a side lot line coincides with a side or rear lot line of an adjacent residential area, then a closed fence at least six (6) feet but not more than eight (8) feet in height and a landscaped yard at least ten (10) feet in width shall be provided.
- B. Where the rear or side wall of any nonresidential structure in this district lies across the street from the front yard of residential structures located in a residential district, then a landscaped yard of at least twenty (20) feet in depth shall be provided along such a rear or side wall.

3. **Impact to Adjacent Properties:** The site has historically supported a single-family residential house or been a residentially zoned vacant lot. The proposed change of zoning and subsequent lot consolidation would leave a 5,160 square foot, single-family residential lot which far exceeds the minimum lot size requirements of 3,500 square feet. The petitioner has indicated that if approved, he plans on selling the lot at 7443 Hazel Avenue for a single-family residential home to be constructed. Because of this and the transitional yard buffers that will be provided, the proposed rezoning should have minimal to no impact on adjacent or surrounding properties and the proposal represents a good compromise between commercial and residential interests.

#### **FINDING:**

Staff recommends approval of the proposed change of zoning request and subsequent parking lot expansion request, based on the following findings.

1. The scale and intensity for the proposed change of zoning would be compatible with adjacent and surrounding single family residential dwelling units.
2. 7443 Hazel Avenue far exceeds the average single-family lot size within the City of Maplewood. If the rezoning were to be approved and the lot was subdivided to allow for the parking lot expansion, the remaining residential portion of the lot would still be larger than most lots in town and well above the required lot size minimum. Construction of a single-family home at 7443 Hazel Avenue should also help to alleviate the concerns of residents on Hazel Avenue who have had to worry about potential commercial expansion into their neighborhood for the past 18 years.
3. The proposed parking lot expansion would include transitional yard buffers to mitigate commercial impacts on adjacent residential properties.
4. The proposed change of zoning represents a good compromise between commercial and residential interests.



Northern Portion of 7443 Hazel Avenue

General Contractor: NAME ADDRESS CITY, STATE EMAIL/PHONE

MEPF Engineer: NAME ADDRESS CITY, STATE EMAIL/PHONE

Civil Engineer: NAME ADDRESS CITY, STATE EMAIL/PHONE

Structural Engineer: NAME ADDRESS CITY, STATE EMAIL/PHONE

The Professional Architect's seal affixed to this sheet applies only to the material and items shown on this sheet. All drawings, instruments or other documents not exhibiting this seal shall not be considered prepared by this architect, and this architect expressly disclaims any and all responsibility for such plans, drawings or documents not exhibiting this seal.

This drawing and details on it are the sole property of the architect and may be used for this specific project only. It shall not be loaned, copied or reproduced, in whole or part, or for any other purpose or project without the written consent of the architect.



**1 | SITE PLAN**  
 A100 1/16" = 1'-0"

**SITE IMPROVEMENTS**  
**SIDE PROJECT BREWING**  
 7458 MANCHESTER RD  
 MAPLEWOOD, MO 63143

No.	Description	Date

Sheet Title:  
**SITE PLAN 08**  
 Project Number: 23043 Sheet Number:  
**A100**  
 Issue Date:

## Anthony Traxler

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**From:** Mary Bankston [REDACTED]  
**Sent:** Friday, October 25, 2024 1:37 PM  
**To:** Anthony Traxler  
**Subject:** 7443 Hazel Avenue, rezoning request

Anthony,

We just received notice that Cory King is requesting rezoning of the property at 7443 Hazel Ave. Can we access the proposed site plan on line in order to get a better idea of his proposal. I was using a magnifying glass to read.

1. His proposal indicates a "wood framed 2 story residence" would be built. When the original residence was torn down, we were informed that because this area is considered "the brick district", meaning any plans to build would require the structure have 3 sides built of brick, how is this possible.
  - a. This was also reiterated to us, when Cory King applied for the original rezoning permit.
2. Can you please explain the difference in changing his request from Commercial & or Business District to CB Community Business District?
  - a. I did try to read the statutes concerning this designation and am hoping that my understanding is incorrect, as it allows for the property to have a diversity of business and entertainment uses, which is what we were trying to stop when he initially requested the zoning change.
3. This is kind of a repeat of the above, but if he is allowed to get the CB designation, does this mean he will be able to set up bands, liquor stations, food stations, etc on this extra space.
4. Will he be allowed to immediately expand the existing parking space without building the residential structure?
5. Is there a stipulation on how long the front part of the property can remain an open field?

As you can see, I still have major concerns about this issue. As I mentioned in a previous communication with the Planning & Zoning Committee. Having the Side Project as a neighbor even though it is a block removed has not been a pleasant one. Picking up trash after 1 of their "events", watching grown men urinate, hearing loud drunken talk.

Thank you for taking the time to respond to my email.

Mary Bankston  
7446 Hazel Ave.

## Anthony Traxler

---

**From:** Steve Terelmes [REDACTED]  
**Sent:** Monday, November 4, 2024 12:59 PM  
**To:** Anthony Traxler  
**Subject:** Zoning 7443 hazel

Hi Anthony. I cannot make the meeting tonight. But I do want to express that I still have significant concerns even with the adjusted zoning map of 7443 Hazel.

Bottom line is this sets A dangerous precedent for rezoning a transitional area. And, of course, there is no guarantee of what the rezoned area will be used for. It also seems strange to go through this much effort for 8 parking spaces. That just feels nefarious to me.

I've done some research on my own and I found that you can build a 3200 square-foot house on that property that matches the same style of the houses on the street including the driveway and a two car garage for about \$650,000. Considering what houses are selling for in the area, someone could build a house and actually make some money selling it.

However, the rezoning will significantly reduce the size of the house that could be built there. And also eliminate any possibility of building a garage.

Thanks. Steve

## Anthony Traxler

---

**From:** Justin Cook [redacted]  
**Sent:** Monday, November 4, 2024 3:54 PM  
**To:** Anthony Traxler; Steve Terelmes; John Niehaus; [redacted] Kaitlin Lonsway; [redacted]  
**Subject:** 7443 Hazel Rezoning Proposal Neighborhood Feedback  
**Attachments:** Side Project-Brewery\_Site Master Plan\_101024.pdf

Anthony,

This email is in regards to the proposed rezoning request for 7443 Hazel Ave being discussed tonight, 11/4/2024 at the Planning and Zoning Hearing. The intent of this email is to voice some concerns that some members of the neighborhood have about this proposal. While we understand that this specific proposal is a modification from the original proposal and appears to have less intrusion into the Single Family Residential Zoning, we want to make sure that you and the board are aware of a few specific issues.

To start it should be stated that there is no ill will personally towards the business owner, or any of the businesses in Maplewood. Maplewood is a great community because of the relationship between the residents and the businesses. In cases like this, the balance of this relationship relies on existing zoning boundaries set forth in the Maplewood Zoning Map and Ordinances.

The first issue with this proposal is while it does reduce the amount of area of the business encroachment into the single family zoning, it still does push the existing zoning boundary. While I am not an attorney, I am an architect and have some experience in this area. In my experience, any encroachment / zoning change like this can set a precedent for additional future similar code changes. So while this may seem like a minor zoning change to some, in the grand scheme of things it would increase the likelihood of this happening elsewhere in the community. There are many areas in Maplewood where commercial and residential zoning meet, and the Planning and Zoning Commission should take into account that it could make it easier for this to happen elsewhere.

The next issue is that while a single family residential lot would remain directly on Hazel Ave, we are concerned about the market viability of a reduced lot size for single family residential. It seems like a challenge to actually build a house on a lot that size that would make the numbers work for a successful real estate deal. Given the fact that it already adjoins commercial property, we are concerned that it will make this lot even more difficult to develop, and thus a higher likelihood of remaining an empty lot for the long term.

Lastly, we would like clarification if there are any use restrictions involved in this particular zoning change. For example, the drawing describes new parking spaces being used in this area, but would any use be allowed that satisfies the commercial zoning laws? Also given the topography between the two existing lots, it looks like the new fence would sit lower on the site thus increasing visibility between the residential property and the new commercial use area. These are just a few of the more logistical design considerations, but all have impact on the project, and it would be helpful for us all to know if any of this drawing would actually be required to be implemented with the zoning change.

In summary I would like to restate that the intent of this email and general position of the neighborhood is to maintain the existing balance between residential and commercial zoning, which we believe is in the best interest of the entirety of the City of Maplewood.

Thanks for your time and consideration. Attached is the plan being referenced in this email.

Sincerely,

**Justin Cook**  
Architect and Neighbor

## Anthony Traxler

---

**From:** Howard Goldberg <[REDACTED]>  
**Sent:** Monday, November 4, 2024 4:20 PM  
**To:** Anthony Traxler  
**Subject:** 7443 Hazel Ave

Hello Anthony,

My family and I have lived at 7442 Hazel Ave for 25 years. We remember the single family residence that sat at 7443, it's plight and demolition.

I had not attended any of the P&Z meetings but am aware of the board's decision a couple months ago to not recommend the zoning change, from residential to commercial, on this lot. And, from what I understand, Mr. King withdrew his request for the change.

Now, Mr. King is again requesting a change for part of the lot. Will the lot be subdivided? My concern is that this is a ploy to eventually use the entire lot as commercial. First, he wants to convert the north 56' (approximately 40% of total lot debt) into parking for 8 spaces. The ingress/egress to this new lot will use 2 spaces, so it really is a net 6 new spaces to him. This may further inhibit the marketability of the remaining residential lot due to its size and backing up to the parking lot of a brewery. I wouldn't be surprised if we are visiting this again in a couple years to modify the remainder of the lot to commercial.

I applaud Mr. King for the popularity of his brewing and his success. It is a destination – people will park and walk to go to his establishment. I wonder how much business he is missing out on by having 6 less parking spaces. If his patrons have to walk a block or two or three, that only enhances the potential those patrons will also visit some of the other great Maplewood businesses.

In summary, I am against rezoning any portion of 7443 Hazel and it would be great to see that lot utilized for a residence.

Thanks for your consideration and all you do for Maplewood.

Howard Goldberg

**Howard Goldberg**  
Senior Vice President  
Royal Banks of Missouri  
301 N. Kirkwood Rd.  
St. Louis, MO 63122  
o: 314-212-1532 | [REDACTED]



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**From:** [Anthony Traxler](#)  
**To:** [Laura Rebbe](#)  
**Cc:** [Amber Withycombe](#)  
**Subject:** RE: 7443 hazel ave Side Project  
**Date:** Monday, November 11, 2024 5:13:07 PM

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Thanks Laura, I'll forward to the City Manager so she has it for the upcoming council meeting.

Anthony J. Traxler  
Assistant City Manager/  
Director of Public Works  
City of Maplewood  
7601 Manchester Road  
Maplewood, Missouri 63143  
Direct: (314) 646-3635

Please consider the environment before printing this email.

---

**From:** Laura Rebbe [REDACTED]  
**Sent:** Thursday, November 7, 2024 7:10 AM  
**To:** Anthony Traxler <[atraxler@maplewoodmo.gov](mailto:atraxler@maplewoodmo.gov)>  
**Subject:** Fw: 7443 hazel ave Side Project

i just got a delayed receipt message (!), so I'm sending this again.  
Thanks. LKR

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---

**From:** Laura Rebbe [REDACTED]  
**Sent:** Monday, November 4, 2024 3:56 PM  
**To:** Mr. Anthony J. Traxler <[a-traxler@cityofmaplewood.mo.us](mailto:a-traxler@cityofmaplewood.mo.us)>  
**Subject:** 7443 hazel ave Side Project

Anthony- I can't attend the P&Z meeting tonight, so I'm emailing to express my concerns.

We want to support Maplewood businesses! And splitting the lot is a common, elegant solution. BUT this particular use is too intense to push further into a residential neighborhood. Sadly, this business does not have a positive track record for outdoor events with its residential or its commercial neighbors when : trash, noise, crowd control issues, public urination, and more. Strong residential streets like Hazel are important to the stability of Maplewood city and school district. Turning this lot commercial could be a tipping point that destroys hazel as a residential street.

Sometimes splitting a lot can be an elegant solution. But in this case the entire lot should stay residential. This rezoning won't limit use of the property to parking only. We don't want to see Side Project use this land for a beer garden, and then come back later and say that the rest of the lot isn't

marketable now for housing and should all become commercial. Note that I think there's been an offer to buy the lot from Side Project for more than he paid, in hopes of getting a house built.

If Side Project Needs to expand, I hope Maplewood's Community Development Director is actively working to find them a larger location in Maplewood's commercial districts.

Thanks for your time.

Laura Rebbe



7478 Hazel Ave

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**BILL NO.**

**ORDINANCE NO.**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, TO REZONE THE NORTHERN 3,360 SQUARE FOOT PORTION OF 7443 HAZEL AVENUE FROM SR SINGLE FAMILY RESIDENTIAL DISTRICT TO CB COMMUNITY BUSINESS DISTRICT

WHEREAS, Cory King of Side Project Brewery submitted a petition to the City of Maplewood requesting a change of zoning from SR Single Family Residential District to CB Community Business District for the northern 3,360 square foot portion of 7443 Hazel Avenue; and

WHEREAS, the Plan & Zoning Commission recommended approval with 4 ayes and 1 nay for the change of zoning request at their November 4, 2024, meeting; and

WHEREAS, the City Council of the City of Maplewood, Missouri, held a public hearing on this proposed rezoning at their November 12, 2024, City Council meeting.

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

Section I. The City Council of the City of Maplewood, Missouri, hereby rezones the northern 3,360 square foot portion of 7443 Hazel Avenue from SR Single Family Residential District to CB Community Business District. Said northern 3,360 square foot portion of 7443 Hazel Avenue is more particularly described as follows: [LEGAL DESCRIPTION TO BE INSERTED HERE BEFORE FINAL READING].

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

Passed this 10th day of December, 2024

\_\_\_\_\_  
Barry Greenberg, Mayor

Attest:

\_\_\_\_\_  
Tanya Bohlken, Deputy City Clerk

Approved this 10th day of December, 2024

\_\_\_\_\_  
Barry Greenberg, Mayor

Attest:

\_\_\_\_\_  
Tanya Bohlken, Deputy City Clerk

# Memorandum



**To:** Mayor and City Council  
**From:** Anthony Traxler, Assistant City Manager/ Director of Public Works  
**Date:** November 7, 2024  
**Re:** **Boundary Adjustment Between the Cities of Maplewood and Webster Groves**

---

The attached ordinance approves a boundary adjustment allowing Webster Groves to annex the westernmost portion of 3635 S. Big Bend Boulevard (former McDonald’s site). Webster Groves seeks this adjustment as they will maintain the future park at this location, which Great Rivers Greenway (GRG) plans to construct in 2025 as part of their previously approved pedestrian trail connecting Webster Groves to the City of St. Louis.

The land has minimal value due to its size and location within the floodplain. The proposed park and trail will provide a new amenity for area residents without requiring maintenance resources from Maplewood, as Webster Groves has committed to perpetual maintenance of the site. Given these factors, staff recommends approval of the boundary adjustment.

Please do not to contact me if you have any questions, comments or concerns regarding this matter at (314) 646-3635.

**BILL NO.**

**ORDINANCE NO.**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, PROVIDING FOR A BOUNDARY ADJUSTMENT BETWEEN THE CITIES OF WEBSTER GROVES AND MAPLEWOOD

WHEREAS, Sections 72.400-72.430, RSMo., establish rules and procedures for the annexation of land within St. Louis County including a provision for the adjustment of common boundaries between two municipalities; and

WHEREAS, Section 72.401(8) provides that boundary adjustments between municipalities where the municipalities own the area, where the area is contiguous with the municipality and the area is being used for parks and recreation purposes are not subject to review by the Boundary Commission of St. Louis County; and

WHEREAS, Section 71.011 RSMo., provides that property of a municipality abutting another municipality may be concurrently detached from one municipality and annexed by the other municipality by the enactment of the governing bodies of each municipality of an ordinance describing the metes and bounds of the property, declaring the property so described to be concurrently detached and annexed and stating the reasons for the purposes to be accomplished by the detachment and annexation; and

WHEREAS, the owner of the property hereafter described desires that its property, which is currently within the City of Maplewood, be located within the City of Webster Groves, where the remainder of its property is located, in order to facilitate parks, trail systems and flood plain improvements and to allow for more efficient and effective delivery of public services; and

WHEREAS, the governing bodies of Maplewood and Webster Groves have found and hereby declare that the portion of the property hereinafter described to be concurrently detached by the City of Maplewood and annexed by the City of Webster Groves has no residents as of the time of said detachment and annexation; and

WHEREAS, the City Council of Maplewood hereby finds, determines and declares that (1) the City of Webster Groves has the capacity to extend public services to the entire parcel of land; (2) that such boundary change will simplify governmental regulation over development of the property in that only a single municipality will have jurisdiction; and (3) the annexed property will be zoned "C" Commercial District as set forth in Sec. 53.110 et seq. of the Code of Webster Groves.

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

Section I. In order to achieve more uniform, regular and recognizable boundaries between the City of Webster Groves and the City of Maplewood, and for the purpose of achieving more efficient and effective regulation over the entire parcel affected and the delivery of public services to such parcel, that tract of land hereinafter described is hereby concurrently detached

from the City of Maplewood and annexed by the City of Webster Groves, which will provide public services to the entire parcel from the effective date of this Ordinance forward.

Section II. Upon the effective date of adoption of this ordinance, the annexed parcels of land shall be zoned "C" Commercial District and is more particularly described in Exhibits A-B attached hereto and incorporated by this reference as if fully set forth herein.

Section III. The City Clerk of the City of Maplewood is hereby authorized and directed to cooperate with appropriate officials in the City of Webster Groves to simultaneously file certified copies of this Ordinance and a concurrent Ordinance with the St. Louis County Clerk, the St. Louis County Recorder of Deeds and the Clerk of the St. Louis County Circuit Court in order to finalize and complete the transfer of jurisdiction and concurrent detachment and annexation of the tract of land described herein. Upon such filings by the cities, the courts and all agencies of this state shall be authorized to take notice of the limits of both municipalities as changed hereby.

Section IV. Following the effective date of transfer of jurisdiction of the tract of land described herein, the City Clerk is also directed to provide a certified copy of this Ordinance, together with appropriate maps showing the changes accomplished hereby, to the Director of Revenue of the State of Missouri and to the Board of Election Commissioners of St. Louis County.

Section V. This ordinance shall be in full force and effect from and after the date of its passage and approval and according to law. The transfer of jurisdiction shall be complete and final at 12:01 a.m. on the day following completion of the filings described in Section 3 herein by both the City of Webster Groves and the City of Maplewood.

Passed this 10th day of December, 2024

\_\_\_\_\_  
Barry Greenberg, Mayor

Attest:

\_\_\_\_\_  
Tanya Bohlken, Deputy City Clerk

Approved this 10th day of December, 2024

\_\_\_\_\_  
Barry Greenberg, Mayor

Attest:

\_\_\_\_\_  
Tanya Bohlken, Deputy City Clerk

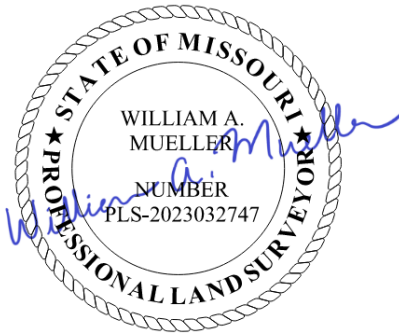
## **EXHIBIT A – Legal Description**

City of Maplewood Annexation Legal Description  
3635 South Big Bend Boulevard

Part of Lot 5 of Murdock Farm Subdivision, reference being had to the plat thereof recorded in the Recorder's Office of St. Louis County, Missouri in Plat Book 8, Page 56, US Survey 2844, Township 45 North, Range 6 East, St. Louis County, Missouri, described as follows:

Beginning at the intersection of the westerly right of way line of South Big Bend Boulevard with the easterly existing corporate limits of the City of Webster Groves; thence northerly on an assumed bearing and on said easterly line to the southerly line of Oxford Boulevard; thence easterly 75.00 feet more or less on said southerly line, being a curve to the right, having a radius of 336.00 feet; thence southeasterly 107.68 feet continuing on said southerly line, being a curve to the right, having a radius of 64.00 feet to said westerly right of way line; thence South 26 degrees 15 minutes 54 seconds West on said westerly right of way line, 38.33 feet; thence South 29 degrees 24 minutes 03 seconds West continuing on said westerly right of way line, 92.26 feet; thence South 32 degrees 17 minutes 20 seconds West continuing on said westerly right of way line, 61.44 feet; thence North 56 degrees 45 minutes 25 seconds West continuing on said westerly right of way line, 5.00 feet; thence South 33 degrees 14 minutes 57 seconds West continuing on said westerly right of way line, 25.00 feet more or less to the Point of Beginning.

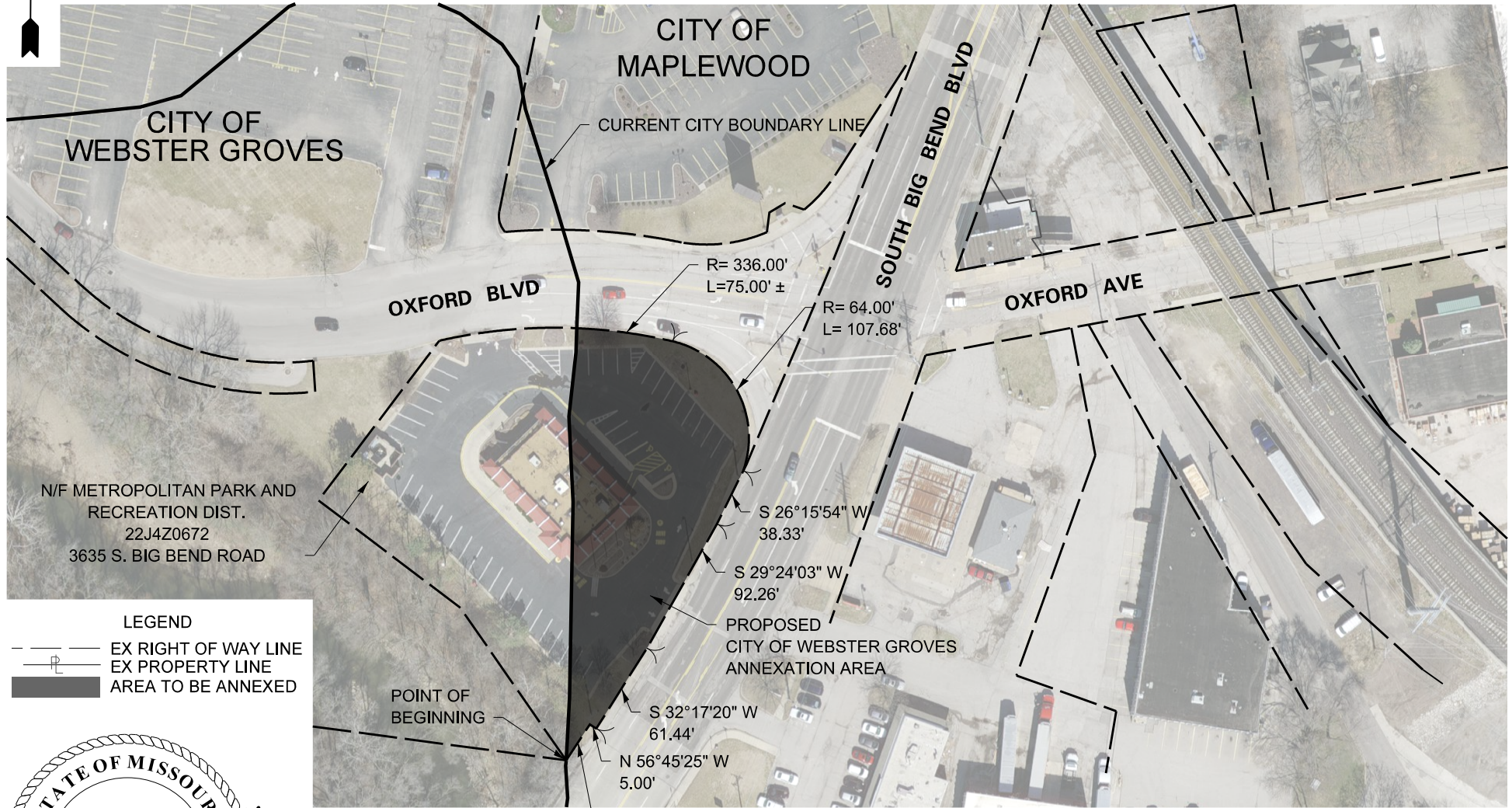
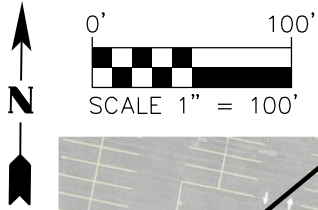
Said parcel contains 0.5 acre, more or less.



DATE: 10/02/2024  
EXPIRES 12/31/25

## **EXHIBIT B – Drawing**

THIS EXHIBIT HAS BEEN PREPARED FROM RECORD SOURCES.



**LEGEND**

	EX RIGHT OF WAY LINE
	EX PROPERTY LINE
	AREA TO BE ANNEXED



DATE: 10/02/24  
EXPIRES 12/31/25



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MISSOURI DESIGN FIRM LICENSE NO.: 001166

**ANNEXATION EXHIBIT  
3635 SOUTH BIG BEND  
BOULEVARD**

AREA OF TRACT

0.5 AC ±

PROJECT NO.:  
222067

DATE:  
09/26/2024

REVISION:  
44

# Memorandum



**To:** Mayor and City Council  
**From:** Amber Withycombe, City Manager  
**Date:** November 5, 2024  
**Re:** City Manager’s Report

## Yale Park Improvements Grant Award

I am pleased to announce that the City has been awarded a \$410,000 grant from the St. Louis County Municipal Parks Grant Commission for improvements to Yale Park. This grant will support the implementation of our Parks Master Plan, specifically funding a new playground, splash pad, accessible walking pathways, and shaded amenity areas.

The total project cost is \$585,315.50, with the City’s matching contribution of \$175,315.50 to be allocated from the 2025-26 parks budget. This award represents a significant investment in our community’s recreational infrastructure and will enhance Yale Park’s accessibility and amenities for all residents. I would like to recognize Tiffany Hyde, Resource Development & Public Engagement Manager, for her stewardship of this grant project.

### Funded Projects

#	MUNICIPALITY	PROJECT	AWARD
1	Uplands Park	Uplands Park	\$ 295,948.00
2	Chesterfield	Central Park	\$ 575,000.00
3	Wildwood	Village Green	\$ 575,000.00
4	Northwoods	Northwoods Park	\$ 324,243.00
5	Florissant	St. Ferdinand Park	\$ 157,000.00
6	Florissant	Koch Park	\$ 418,000.00
7	Maryland Heights	Vago Park	\$ 575,000.00
8	Town & Country	Preservation Park	\$ 465,000.00
9	Webster Groves	Memorial Park - Water Park	\$ 525,000.00
10	Shrewsbury	Wehner Park	\$ 410,000.00
11	Creve Coeur	Golf Course	\$ 525,000.00
12	Overland	Norman Myers Park	\$ 465,000.00
13	Ferguson	Community Center	\$ 458,382.00
14	Richmond Heights	Recreation Center	\$ 465,000.00
15	Fenton	Bud Weil Annex	\$ 350,000.00
16	Woodson Terrace	John Brown Park	\$ 350,000.00
17	Bridgeton	Gentry Park	\$ 453,736.00
18	Sunset Hills	Watson Trail Park	\$ 456,947.00
19	Maplewood	Yale Park	\$ 410,000.00
20	St. Ann	Golf Course	\$ 465,000.00
21	Ellisville	Blue Bird	\$ 465,000.00
<b>TOTAL</b>			<b>\$ 9,184,256.00</b>

## Central Park Ribbon Cutting

Improvements to Central Park, driven by the Parks Master Plan and funded through a grant from the St. Louis County Municipal Parks Grant Commission, were completed last week. To celebrate completion of the renovation, the City will be hosting a grand reopening ceremony and ribbon-cutting on Friday, November 15th from 4 to 5 pm. The community is invited to participate in the celebration, which will feature face painting and balloon twisting.

### **Deer Creek Park Flood Damage**

Last week's heavy rains led to significant flooding across Maplewood, particularly impacting Manchester and Hanley, Hanley at Deer Creek Park, and Laclede Station Road between Jerome and Rannells. While the damage was less severe than the 2022 flood events, Deer Creek Park sustained notable impact. Our Public Works team continues remediation efforts, focusing on debris removal and repositioning displaced park features. The park will remain closed while crews complete cleaning and repairs to surfaces, equipment, and fields. Other parks impacted by the flooding are Kellogg Park and Trolley Park. The state and county both activated emergency operations plans in response to the flooding, which should enable the City to seek reimbursement for eligible expenses related to repair and remediation.

I want to commend the efforts of our Fire Department during this emergency. Beyond responding to the initial crisis alongside our Police and Public Works crews, the department conducted nine swift water rescues in collaboration with neighboring departments, including critical rescues on Laclede Station Road at Marshall and on Hanley Road at Litzinger. Later in the week, our team assisted the Shrewsbury and St. Louis City Fire Departments in a challenging rescue along River Des Peres, where they successfully retrieved and transported a victim to safety using specialized equipment and swift water protective gear.

### **Candidate Filing for April 2025 Municipal Elections**

Candidate filing for the April 8, 2025, municipal election closed with incumbents Eric Page and Nick Homa filing for re-election in Wards 2 and 3, respectively. No candidates filed for the Ward 1 seat. According to the St. Louis County Board of Elections, any write-in votes cast for Ward 1 will be valid on election day, with the candidate receiving the most votes being elected to the position. Write-in candidates are not required to file a declaration of intent, though anyone planning to campaign should contact City Hall to receive Missouri Ethics Commission compliance information.

### **Update on Delinquent Business License Enforcement**

Per my remarks at the October 22, 2024, City Council meeting regarding delinquent business licenses and Special Business District (SBD) fees, staff has worked with the City Attorney to develop an action plan.

Staff will proceed with issuing citations to businesses that have not paid their 2023-24 and 2024-25 business license fees, treating these matters as code violations.

We previously issued notices to 22 businesses for delinquent fees. Of these, many have since paid their outstanding fees, and several others have indicated plans to pay or are in communication regarding payment.

The following businesses will receive citations:

1. Bee Naturals, 7192 Manchester
2. Dishandat, 3244 Walter
3. Missouri Brick & Supply Company, 3724 Oxford
4. Pizza Champ, 2657 Lyle
5. Strange Donuts, 2709 Sutton

Additionally, unless circumstances change in the next three weeks, we will plan to hold a business license revocation hearing for Mape Vape (7213 Manchester Road) at the December 10 meeting. This business has failed to make sales tax payments to the State of Missouri, which has revoked Mape Vape's state sales tax license. As a result, the City must revoke Mape Vape's license to operate a business in Maplewood.

Staff will continue to work with businesses to achieve compliance while moving forward with enforcement actions as necessary. We will keep Council informed of significant developments in this process.

### **Demolition of Structure at 2834 Bartold Avenue**

The last remaining single-family structure in the Sunnen Station redevelopment area, at 2834 Bartold Avenue, is scheduled for demolition this month. This property is the only residential structure standing within the area covered by the 2015 vacation plat, approved by Council via Ordinance No. 5773 in May of 2015. While the developer initially maintained this structure to serve as a construction office for the Sunnen Station projects, they have determined that the building's hazardous conditions make it unsuitable for this purpose.

This demolition will complete the clearance of residential structures in this area, which was designated as blighted in 2011 due to age, deterioration, and inadequate infrastructure. Prior to demolition, the Fire Department will use the structure for training exercises, providing valuable hands-on experience for our firefighters in a controlled environment.