

**AGENDA
MAPLEWOOD CITY COUNCIL MEETING
TUESDAY, DECEMBER 10, 2024 @ 7:00 PM**

VIA ZOOM ONLY

**** Due to A/V work in Council Chambers, no in-person meeting will be held at City Hall ****

Zoom link: <https://us02web.zoom.us/j/89452395834?pwd=SytBUTE0WXBIQUIPQnU0WjhqaFRMZz09>

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 November 12, 2024, City Council meeting minutes
7. Public hearing to hear citizens' comments on a request by the Maplewood Richmond Heights School District to rezone 2555 Oakland Avenue from PA Public Activity District to SR Single Family Residential District
8. Public Forum
9. Announcements
10. Maplewood Richmond Heights School District report by Dr. Bonita Jamison, Superintendent
11. A Resolution of the City Council of the City of Maplewood, Missouri, appointing Mary Killian to the Human Services Commission and establishing her term of office as expiring June 30, 2026
12. A Resolution of the City Council of the City of Maplewood, Missouri, appointing Jeanenne Dallas to the Human Services Commission and establishing her term of office as expiring June 30, 2027
13. A Resolution of the City Council of the City of Maplewood, Missouri, appointing Adam Valencic to the Human Services Commission and establishing his term of office as expiring June 30, 2028

14. A Resolution of the City Council of the City of Maplewood, Missouri, appointing Paul MacFarlane to the Sustainability Commission and establishing his term of office as expiring June 30, 2028
15. An Ordinance of the City Council of the City of Maplewood, Missouri, to rezone 2555 Oakland Avenue from PA Public Activity District to SR Single Family Residential District
16. An Ordinance of the City Council of the City of Maplewood, Missouri, authorizing the City Manager to execute an interoperable radio system user agreement with St. Louis County
17. An Emergency Ordinance of the City Council of the City of Maplewood, Missouri, amending the Capital Improvement Fund, Sewer Lateral Fund, Firehouse Bond Fund, Hanley Road Special Allocation Fund, and Cambridge Commons Special Allocation Fund budgets for the fiscal year beginning July 1, 2023 through June 30, 2024
18. 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
19. 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
20. Old Business
21. Council Communication
22. Mayor's Report
23. City Attorney's Report
24. City Manager's Report
25. Public Forum
26. Business license revocation hearing for Mape Vape LLC at 7213 Manchester Road
27. 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
28. Adjournment



RECORD OF PROCEEDING

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

NOVEMBER 12, 2024

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

PLEDGE OF ALLEGIANCE was recited.

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

MOTION TO EXCUSE COUNCILMEMBER: Councilmember Homa motioned to excuse Mayor Greenberg and Councilmember Coriell, seconded by Councilmember Garcia, whose motion received the approval of the Council.

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

APPROVAL OF THE OCTOBER 22, 2024, CITY COUNCIL MEETING MINUTES: Councilmember Homa motioned to approve, seconded by Councilmember Garcia, whose motion received the approval of the Council.

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: John Niehaus, whose property would back up to this lot, asked for measures that would buffer light and sound from the parking lot into his family's yard. The family also wants to ensure that a 100-year old Sycamore tree between the two properties is not damaged.

PUBLIC FORUM: None

ANNOUNCEMENTS: Councilmember Garcia reported the following events:

1. The City has begun its fall leaf pickup. The schedule may be found on the City's website
2. The Central Park grand re-opening will be on Friday, Nov. 15 at 4pm.
3. The City is preparing for the upcoming Small Business Saturday on Nov. 30

BOARD OF ADJUSTMENT/HOUSING BOARD OF APPEALS REPORT BY PATRICK JUGO, CHAIR: Patrick Jugo presented a report to Council explaining the Board's activities and functions. The Board hears appeals regarding zoning decisions and makes decisions regarding petitioners' variance requests.

R24-61, 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 was moved by Councilmember Homa, duly seconded by Councilmember Garcia, to approve the resolution, whose motion received the following roll call vote: Yes; Councilmembers Garcia, Homa, Faulkingham, Mattox, and Page. No; none.

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 was moved by Councilmember Homa, duly seconded by Councilmember Garcia, to approve the resolution, whose motion received the following roll call vote: Yes; Councilmembers Garcia, Homa, Faulkingham, Mattox, and Page. No; none.

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 was given its first reading. It was moved by Councilmember Homa, duly seconded by Councilmember Garcia, that the Bill be moved to its second reading, whose motion received the approval, by voice vote, of the Council. Cory King, the petitioner, reported to Council to answer Council's inquiries regarding this lot. The third reading will occur at the December 10, 2024, council meeting.

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 was given its first reading. It was moved by Councilmember Homa, duly seconded by Councilmember Garcia, that it moved to its second reading, whose motion received the approval, by voice vote, of the Council. The third reading will occur at the December 10, 2024, council meeting.

OLD BUSINESS: None.

COUNCIL COMMUNICATION: Councilmember Page reported that the annual "Scouting for Food" event will occur the next two weekends and instructed residents to look for the collection bags.

DEPUTY MAYOR'S REPORT: None.

CITY ATTORNEY'S REPORT: None.

CITY MANAGER'S REPORT: City Manager Withycombe reported the following:

- The City was awarded a \$410,000 grant from the St. Louis County Municipal Grant Commission for improvements to Yale Park.
- The Central Park Ribbon Cutting for reopening the park will be Friday, November 15 from 4-5 pm.

- The City continues remediation efforts for damage from last week’s heavy rains and flooding. Deer Creek Park will remain closed while repairs are made.
- The City Manager commended the efforts of The Fire Department, which conducted nine swift water rescues with neighboring Fire Departments.
- Candidate filing for the April 2025 Municipal Elections is closed. There is no candidate for Ward 1. Anyone planning to campaign for this position should contact City Hall for information.
- City staff will proceed with issuing citations to businesses that have not paid 23/24 and 24/25 business license fees.
- Demolition of the vacant structure at 2834 Bartold Avenue is scheduled for late November.

PUBLIC FORUM: None

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: None.

This meeting was adjourned at 7:44 pm.

Approved this 10th day December, 2024

Shawn Faulkingham, Deputy Mayor

Attest:

Tanya Bohlken, Deputy City Clerk



PUBLIC HEARING NOTICE

▼
The Maplewood City Council will hold a public hearing on **12/10/24 at 7:00 p.m.** via Zoom teleconference (details at www.cityofmaplewood.com) to hear citizen's comments on a request by the Maplewood Richmond Heights School District to rezone 2555 Oakland Avenue from PA Public Activity District to SR Single Family Residential District. The District intends to put the house on the market for sale and the rezoning will allow the existing home to be utilized as a single-family residence.

The Maplewood Plan & Zoning Commission will meet on 12/2/24 at 6:00 p.m. in the City Council Chambers, at 7601 Manchester Road regarding the same matter. The Maplewood Plan & Zoning Commission will vote on a recommendation to the City Council at this meeting.

Please contact Zoning Administrator Anthony Traxler with any specific questions relating to this matter at a-traxler@cityofmaplewood.com or 314-646-3635.

Residents of Maplewood are afforded an equal opportunity to comment regardless of race, color, religion, sex, age, disability, familial status, national origin or political affiliation. The City of Maplewood is working to comply with the Americans with Disabilities Act (ADA). Reasonable accommodations will be provided when required. To request an accommodation, please call City Hall, 645-3600 or use Relay Missouri at 1-800-736-2966 at least 48 hours in advance of the meeting and communicate your needs.

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: December 6, 2024
Re: **Board & Commission Vacancy Appointments**

Per the Council's November 12, 2024, work session discussion, the following individuals have been recommended for appointment to fill board and commission vacancies:

- Mary Killian, Human Services Commission, term expiring June 30, 2026
- Jeanenne Dallas, Human Services Commission, term expiring June 30, 2027
- Adam Valencic, Human Services Commission, term expiring June 30, 2028
- Paul MacFarlane, Sustainability Commission, term expiring June 30, 2028

Candidates are recommended for appointment to existing vacancy terms. Any vacant position with a term originally set to expire June 30, 2025, will instead be appointed for a new three-year term running through June 30, 2028.

2024-2025 Member Roster - City of Maplewood Boards and Commissions

BOARD OF ADJUSTMENT & HOUSING BOARD OF APPEALS	CIVIL SERVICE COMMISSION	DESIGN & REVIEW BOARD / HISTORIC PRESERVATION COMMISSION
5 Members & 1 Alternate Five-Year Term Douglas DeLong - 2027 Patrick Jugo - 2028 Brian Newman - 2028 Linda Robinson - 2028 Melanie Brady (alternate) – 2028 Van-Lear Eckert - 2029	5 Members Four-Year Term Jeanenne Dallas – 2026 Linda Robinson – 2026 Melanie Brady -2027 Dennis Gorg - 2027 Jenny Schmidt – 2027	5 Members (3 Business) Three-Year Term Lauren Savel – 2025 (R) Lisa Griffin – 2026 (R) Sean O’Gorman – 2027 (B) Dana Valenti – 2027 (B, R) Ray Crader – 2027 (R)
HUMAN SERVICES COMMISSION	LIBRARY BOARD	PARKS & RECREATION COMMISSION
9 Members (3 Residents) Three-Year Term Serina Makunda – 2025 (R) Dessa Shuckerow – 2025 (R) Jenna Mueller – 2026 (R) Mary Killian – 2026 (R) Amber Schanter – 2026 (R) Lizzie Wiley – 2027 (R) Lauren Schuchmann – 2027 (R) Jeanenne Dallas – 2027 (R) Adam Valencic – 2028 (R)	9 Members Three-Year Term Kim Gifford – 2025 Kripandhi Nithya – 2025 Kristen Spencer – 2025 Martin Brenner - 2026 Corinne Char - 2026 Evan Loveless – 2026 Dan Rubin – 2026 Ashleigh Johnson – 2027 Tamara Scrivner – 2027	9 Members Three-Year Term Kenan Ender – 2025 Johnny Lewis – 2025 Beth Newman – 2025 Steve Brewer - 2026 Mary Killian - 2026 Laine Schenkelberg – 2026 Rebecca Flynn –2027 Sarah Walker – 2027 Pavin White – 2027
PLAN & ZONING COMMISSION	SPECIAL BUSINESS DISTRICT TAX ADVISORY COMMISSION	SUSTAINABILITY COMMISSION
7 Members Three-Year Term Brad Jackson - 2026 Pickett Lema - 2026 Kevin Sullivan - 2026 Colin Bassett – 2026 James Breihan – 2026 Mark Vanden Akker – 2027 C Wiley – 2027	7 Members (All Business) Three-Year Term Christopher Kelling – 2025 (B) Gautam Gatla – 2026 (B) Karmen Rayburn – 2026 (B) August Schlafly – 2026 (B) Nikki Bisel – 2027 (B) Tiffany Jones – 2027 (B) Lacey Mitchell – 2027 (B)	7 Members (2 Business) Three-Year Term Stefan Denson – 2025 (R) Thomas VanSchaik – 2025 (R) Cynthia Boxerman – 2026 (R) Nancy Schick – 2026 (R) Heidi Schoen – 2027 (R) Thomas Reed – 2027 (R) Paul MacFarlane – 2028 (B)

RESOLUTION

R24-63

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING MARY KILLIAN TO THE HUMAN SERVICES COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2026.

WHEREAS, a vacancy exists on the Human Services Commission; and

WHEREAS, Mary Killian has expressed a willingness to serve in this capacity.

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

Mary Killian is hereby appointed to the Human Services Commission for a term expiring June 30, 2026.

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

RESOLUTION

R24-64

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING JEANENNE DALLAS TO THE HUMAN SERVICES COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2027.

WHEREAS, a vacancy exists on the Human Services Commission; and

WHEREAS, Jeanenne Dallas has expressed a willingness to serve in this capacity.

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

Jeanenne Dallas is hereby appointed to the Human Services Commission for a term expiring June 30, 2027.

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

RESOLUTION

R24-65

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING ADAM VALENCIC TO THE HUMAN SERVICES COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2028.

WHEREAS, a vacancy exists on the Human Services Commission; and

WHEREAS, Adam Valencic has expressed a willingness to serve in this capacity.

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

Adam Valencic is hereby appointed to the Human Services Commission for a term expiring June 30, 2028.

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

RESOLUTION

R24-66

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING PAUL MACFARLANE TO THE SUSTAINABILITY COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2028.

WHEREAS, a vacancy exists on the Sustainability Commission; and

WHEREAS, Paul MacFarlane has expressed a willingness to serve in this capacity.

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

Paul MacFarlane is hereby appointed to the Sustainability Commission for a term expiring June 30, 2028.

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: Plan Commission
From: Anthony Traxler, Assistant City Manager/Director of Public Works
Date: November 21, 2024
Re: **Petition Number 2024-15 – Request by the Maplewood Richmond Heights School District to rezone 2555 Oakland Avenue from PA Public Activity District to SR Single Family Residential District**

BACKGROUND

The subject property, 2555 Oakland Avenue, is zoned PA Public Activity District. The site supports a 1,531 square foot, two-story single-family home constructed in 1930. The home was utilized as a single-family residence from 1930 until October 2001, when the City approved a request by the Maplewood Richmond Heights School District (MRH) to rezone the property to PA District. The property was rezoned to PA District so the School District could utilize the home for its alternative or at-risk school division.

With the recent expansion of the high school, MRH no longer needs this property. Additionally, MRH recognizes selling this property would put an affordable home back on the market within the City of Maplewood.

ZONING REQUEST

The petitioner, Maplewood Richmond Heights School District, is requesting to rezone 2555 Oakland Avenue from PA Public Activity District to SR Single Family Residential District to allow the existing structure on-site to be utilized as a single-family residence.

PLANNING AND ZONING ISSUES

1. **Site Inventory:** The City Code states “the purpose of the SR District is to protect and conserve areas of predominantly single-family detached residences, while allowing at the same time for the construction of new units if in substantial conformance with surrounding and adjacent residences.”

To the north, east and west of the site are single family homes. To the south of the site is the Maplewood Public Library. The change of zoning request would not be considered spot zoning and the Comprehensive Plan designates the site for residential uses.

2. **Impact to Adjacent Properties:** The structure on-site was constructed as a single-family home and the site was previously zoned SR District. The site is located within a single-family residential neighborhood. Therefore, the proposed change of zoning should not impact adjacent properties and the surrounding neighborhood.

FINDING:

Staff recommends approval based on the following findings of fact.

1. The scale and intensity for the proposed change of zoning will be consistent with adjacent and surrounding properties.
2. The proposed rezoning follows a pattern of development stipulated in the city's Comprehensive Plan which calls for low-density residential use.
3. The proposed change of zoning is not considered spot zoning.
4. The site has historically been zoned SR District and supports a single-family home. The proposed rezoning request would reestablish the site's original intended use.
5. The proposed rezoning would allow an affordable single-family home to be put back on the market within the City of Maplewood.



2555 Oakland Avenue

BILL NO.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, TO REZONE 2555 OAKLAND AVENUE FROM PA PUBLIC ACTIVITY DISTRICT TO SR SINGLE FAMILY RESIDENTIAL DISTRICT

WHEREAS, the Maplewood Richmond Heights School District submitted an application to the City of Maplewood requesting a change of zoning from PA Public Activity District to SR Single Family Residential District for 2555 Oakland Avenue; and

WHEREAS, the Plan & Zoning Commission unanimously recommended approval of the zoning request at its December 2, 2024, meeting; and

WHEREAS, the City Council of the City of Maplewood, Missouri, held a public hearing on this proposed rezoning at its December 10, 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 property at 2555 Oakland Avenue from PA Public Activity District to SR Single Family Residential District.

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

Passed this 14th day of January, 2025

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Approved this 14th day of January, 2025

Barry Greenberg, Mayor

Attest

Tanya Bohlken, Deputy City Clerk

Memorandum



To: Amber Withycombe, City Manager
From: Matthew Nighbor, Chief of Police
Date: December 6, 2024
Re: **St. Louis County Interoperable Radio System Agreement Renewal**

The attached ordinance authorizes renewal of the SLATER radio system User Agreement with St. Louis County Emergency Communications Commission (ECC) for a 10-year term through December 31, 2034.

This consolidated agreement covers both Police and Fire Department radio services, replacing our current agreement from September 25, 2012. The system enables seamless emergency communications throughout St. Louis County via the ECC-operated Motorola network.

Key provisions include:

- Access to countywide emergency communications network
- Unified system for law enforcement and fire services
- Maintenance and operational requirements
- Term through December 31, 2034

Staff recommends Council approval to ensure continued emergency communications capabilities.

CHIEF GREG BROWN
Chairman



MIKE CLOUSE
Director

Greetings,

The attached User Agreement concerns your agency's continued use of the St. Louis County owned SLATER Radio system. The current User Agreement between your agency and the Emergency Communications Commission (ECC) expires soon and this User Agreement is meant to take effect immediately and replace the current one. This new User Agreement is good through December 31st, 2034.

In a nutshell, the User Agreement defines the responsibilities of the ECC and the agency in the operation, use, and maintenance of the SLATER system.

County legal has reviewed the document and I apologize for the delays in getting it to you.

If you have a current user agreement on file, we will continue to honor that agreement until this one is returned.

If you have any questions, please contact me and I will be happy to help.

Please sign and return a copy to me electronically or by mail, be sure to include a copy of your authorizing ordinance where applicable. Once we complete the signatures on our side we will return a copy to you electronically.

The 2024 User Agreement can also be accessed here:
<https://stlouiscountymo.gov/st-louis-county-government/emergency-communications-commission/forms/slater-radio-user-agreement-2024/>

Please include an email to send the final copy to.

Sincerely,

Mike Clouse

Mike Clouse
Director

**USER AGREEMENT FOR ST. LOUIS COUNTY AGENCIES
INTEROPERABLE RADIO SYSTEM**

THIS AGREEMENT is by and between ST. LOUIS COUNTY, MISSOURI, (“County”) on behalf of the St. Louis County Emergency Communications Commission, hereinafter referred to as the “ECC”; and _____, hereinafter to as “Agency”;

WITNESSETH:

WHEREAS, ECC developed a county-wide emergency communications radio system with Motorola Solutions, Inc. (“Motorola”) whereby Motorola continues to maintain the county-wide emergency communications radio system and associated commercial items, commercial computer software, radios and other equipment, subsystems and services (“the System”);

WHEREAS, ECC the is the sole owner and operator of a county-wide emergency communications radio system providing communication links that permit participating governmental entities to communicate within the geographical boundaries of St. Louis County and beyond;

WHEREAS, the ECC grants law enforcement and emergency services agencies’ access the System,;

WHEREAS, it is desirable to have a unified countywide interoperable radio system to promote communication between all governmental entities and further the goal of protecting and providing public safety services to the people of St. Louis County;

WHEREAS, ECC intends to enhance its ability to communicate for both routine and emergency operations and to permit Agency to use the System, subject to the rules, regulations, policies and standards established by the ECC;

WHEREAS, the Agency is a law enforcement, fire or local government agency who provides assistance in emergency situations to St. Louis County residents and visitors;

WHEREAS, the Agency therefore affects and furthers the goal of protecting the health, safety, and welfare of the people of St. Louis County;

WHEREAS, Agency is authorized to enter into this Agreement by Ordinance No. _____, and Ordinance 26,293 authorizes the County Executive to execute this Agreement on behalf of County;

NOW, THEREFORE, the parties agree as follows:

1. **Definitions.** The following definitions apply to these terms, as used in this Agreement:

Infrastructure – all fixed electronic and civil components that make up the System. This

includes owned or leased radio towers, monopoles, and rooftop installations; RF transmitters, microwave components, combiners, antenna systems, controllers, comparators, routers, GPS time standards, and other network hardware; environmental equipment shelters and HVAC subsystems; UPS and emergency power generator systems; and countywide recording systems.

Subscriber Radios or Radios – mobile (vehicle-mounted) and portable (handheld) radios; desktop control stations and desksets; digital vehicular repeater systems; RF modems used for mobile data; and associated accessories (batteries, battery chargers, shoulder microphones, holsters, etc.).

Primary Agency – a hospital, law enforcement, fire service, or other public safety agency that has been granted permission to use the System.

System – the county-wide emergency communications radio system and associated commercial items, commercial computer software, equipment, subsystems and services.

Encryption – the conversion of data into a form called cipher text that cannot be understood by unauthorized entities.

Motorola Contract – the contract dated December 15, 2011, as amended and renewed, between ECC and Motorola for the P-25 800 MHZ Digital Trunked Radio/Microwave System Project (RFP No. 2010-07-RH).

2. **Use of the System.** ECC hereby grants Agency permission to use the System, subject to the following:
- a. Agency shall comply with the rules, regulations, policies and standards established by the ECC (except in the event of conflict with the terms and conditions of this Agreement, which shall control).
 - b. Agency shall comply with all laws, rules and regulations relating to use of the System, including but not limited to FCC regulations. Agency shall comply with any and all mandates issued by the FCC and authorized regulatory agencies. If, subsequent to this Agreement, technical or other changes are mandated by the FCC, Agency must timely comply with the mandate(s). The ECC will not be responsible for any costs, damages or losses incurred due to the regulatory mandate(s).
 - c. Agency shall comply within 1 year of receipt of notice from the ECC with any voluntary upgrades or changes to the System by the ECC, including change in vendor. The ECC shall have the sole discretion to upgrade or change the System. The ECC will not be responsible for any expenditure, losses, or other claims caused by or attributed to such voluntary upgrades or changes to the System.
 - d. Agency is prohibited from selling, assigning or transferring any right of use to the System, in whole or in part, to any other person or entity.

3. **Title and Ownership of Subscriber Radios.** ECC transferred ownership of Subscriber Radios specified in the original Agreement in 2013 to the Agency to enhance its ability to communicate during routine and emergency operations anywhere within St. Louis County and the rest of the metropolitan area. Agency shall not transfer, sell, give or otherwise dispose of any of the Radios without the consent of the ECC. Agency understands and agrees that it will be primarily responsible for funding and procuring replacement and additional radios in the event of growth of its agency. Agency agrees it generally must fund any cost differences for additional radio features or substitutions that it requests.

4. **Programming, Data Conversion, Fleetmapping & Interoperability Template Design.** The ECC will be responsible for programming Subscriber Radios. Costs for conversion of GPS data and/or interface to CAD or other computer management systems will be the responsibility of individual user agencies, including Agency if applicable. The ECC will be responsible for initial and ongoing fleetmapping and interoperability template design and codeplug provision for user agencies including Agency. This will include design of specific talkgroups to meet the routine needs of individual agency operations including Agency.

5. **Infrastructure.**

- a. Operation, Maintenance & Support – The ECC will be responsible for the operation, technical performance, preventative maintenance, modifications/additions, hardware/software upgrades, routine corrective repairs, and emergency restoration of the Infrastructure. The ECC will oversee and manage contractors authorized to maintain and support the Infrastructure. The ECC shall comply with all FCC and regulatory laws, rules and regulations relating to use of the System. ECC will provide Agency with 1 year notice of any voluntary upgrades or early compliance with mandates to the System affecting Agency.
- b. Physical Security – The ECC will ensure that reasonable physical security measures are taken to protect the equipment sites of the Infrastructure.
- c. Critical System Data – The ECC will ensure that all System data, custom configurations, and interoperability & fleetmapping templates are regularly backed up and secured in an off-site protected location, in accordance with St. Louis County standards and best practices.
- d. Radio Licenses – The ECC is the named licensee, and will be responsible to acquire and maintain all licenses required by the Federal Communications Commission (FCC) for the operation of the System. The ECC will investigate and remediate any complaints of interference or substandard performance of the System. The ECC will comply with all applicable laws including but not limited to FCC regulations.

- e. Backup Network Testing – The ECC will schedule, coordinate, and conduct tests of backup systems, including countywide, all-agency FailSoft drills pursuant to ECC best practice.
- f. System Inventory – The ECC shall be responsible to maintain and update an inventory of the Infrastructure in accordance with the fixed assets policies of St. Louis County.
- g. System Funding – The ECC shall, on an annual basis, submit a budget request to County Council for sufficient funds to handle the insurance and ongoing maintenance and upgrade costs for the Infrastructure, including contingency funding to address unforeseen emergency requirements.

8. **Subscriber Radio Warranty and Maintenance.** The ECC funding for Subscriber Radio Warranty and Maintenance ended on December 31, 2021. The Agency is now and has been since December 31, 2021, responsible for obtaining warranty coverage for Subscriber Radios, mobile and portable, through Motorola or a Motorola factory authorized repair center. The Agency shall ensure that all maintenance performed on Agency's Subscriber Radios is performed by a certified technician employed by ECC authorized vendor or Motorola depot repair center. Agency agrees to take proper care of each of the Radios as recommended by the manufacturer and standard operating procedures. Agency will be responsible for coordinating repair scheduling and/or drop off with the maintenance contractor.

9. **Loss or Theft.** Agency agrees to notify ECC immediately (or as soon as reasonably possible) upon discovery of the loss or theft of any of the Radios. The ECC will suspend the missing Radio's electronic registration within the System, so that it cannot be used by unauthorized persons.

10. **Emergency Response/Mutual Aid.** ECC agrees and understands that the Agency is free to use the Radios for all of its operations, including those which may involve travel outside of the metropolitan area for special events and emergency/mutual aid response.

11. **Notices.** Any notice, request, complaint, demand or other communication required by this Agreement to be given to or filed with ECC or Agency, shall be in writing and shall be given or filed in the manner and at the addresses specified below.

County:

Director of Emergency Communications Commission
 St. Louis County Police Department
 1150 Hanna Road
 St. Louis, Missouri 63021
 Email: _____

With a copy to:

County Counselor

St. Louis County Government Center
41 S. Central Ave. 9th Floor
Clayton, MO 63105

AGENCY:

Name/Title: _____

Address: _____

Email: _____

With a copy to:

Name/Title: _____

Address: _____

Email: _____

or at such different address as the parties may give by written notice mailed, emailed or delivered personally to the addresses of the other party listed above. Any mailed notices will be effective three days after deposit in the United States Mail, properly addressed with postage prepaid.

12. **Liability Protection.** Agency and ECC acknowledge that service disruptions will occur from time to time and agree to hold each other harmless for all such disruptions. ECC assumes no responsibility with respect to the use or storage of the Radios, and Agency and ECC assume no responsibility for any accidents or claims arising out of use of the Radios. Notwithstanding the foregoing, it is not the intent through this Agreement of any Party to in any way affect, waive, or modify the doctrines of sovereign immunity, official immunity or other similar protections that would otherwise be available to any Party to assert against third party claims that may arise or be brought.

13. **Term.** The initial term of this Agreement shall be from the date set forth above and through December 31, 2034 unless sooner terminated pursuant to Section 15 or Section 16. ECC and Agency agree to negotiate a successor agreement in good faith in accordance with their intent that Agency shall be able to continue to use the System at no cost to achieve the common goal of enhanced communications.

14. **Default and Termination for Cause.** Any material violation of this Agreement is a default. In the event of a default, each party shall give the other party written notice of the alleged default, and each party will be afforded a reasonable opportunity to cure the default or present their disagreement for resolution to a mediator in accordance with the dispute resolution process set forth in section 14A. Failure to cure a default or participate in the dispute resolution process will result in a termination of this Agreement, but no such termination shall take effect

until 90 days after the governing body of Agency or ECC finds and determines, by resolution or ordinance, that the Agreement should be terminated for cause. If Agency or ECC finds and determines by resolution or ordinance that the default has been cured during such 90 day period, and that reasonable assurance has been provided against further default, then this Agreement shall remain in effect.

14A. **Dispute Resolution Process.** Prior to mediation, the parties will first attempt to settle their disputes by a meeting between representative(s) designated by the Emergency Commissions Commission and representatives designated by the Agency. If, after such meeting, the parties are unable to resolve a conflict involving an alleged default, all claims or causes of action arising out of this Agreement shall be litigated in a court of competent jurisdiction.

15. **Funding Out.** If the governing body of a party should not appropriate or otherwise make available funds sufficient to fulfill the party's obligations under this Agreement, such party may unilaterally terminate this Agreement, without financial penalty, upon 90 days written notice to the other party.

16. **Transfer of Radio Ownership.** In the event that Agency's services are assumed by another agency participating in the System, Agency may transfer its Radios to that new agency by providing written notice of the assumption to ECC. The Agency shall be required to comply with ECC policy 17-20 Transfer of Subscriber Guideline Policy, including returning the Radios to ECC for reprogramming and competing transfer forms as instructed by ECC.

17. **Amendments.** This Agreement may be amended only by written agreement of ECC and Agency.

18. **Venue.** In the event that any actions or proceedings are initiated with respect to this Agreement, the parties agree that the venue thereof shall be St. Louis County, Missouri, and that this Agreement shall be governed by the laws of the State of Missouri.

19. **Fairness.** Agency understands that it does not operate in an identical manner to each and every other agency that will be using the System and, therefore, agrees that it may be treated differently in some respects by ECC. On the other hand, ECC understands that Agency expects to be treated fairly relative to other agencies including St. Louis County agencies and, therefore, agrees to treat Agency in an equitable manner as compared to such other agencies, taking into account differences in demonstrated need and all other relevant factors.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective as of the later of the dates below written.

St. Louis County

County Executive

Date Executed by the County: _____

Attest:

Administrative Director

Chair, Emergency Communications Commission

Approved as to legal form:

County Counselor

Approved:

Accounting Officer

Legal Review: _____

CE: Review: _____

By: _____

Print Name: _____

Title: _____

Date: _____

I, _____, affirm that I am the ___[title]_____ of _____, and that I signed this Agreement on behalf of said agency, by authority of its board of directors, and that I acknowledged this Agreement to be the free act and deed of the said agency.

Approved as to legal form:

Agency Attorney

BILL NO.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO EXECUTE AN INTEROPERABLE RADIO SYSTEM USER AGREEMENT WITH ST. LOUIS COUNTY

WHEREAS, St. Louis County Emergency Communications Commission (ECC) operates a county-wide emergency communications radio system; and

WHEREAS, the City of Maplewood desires to continue its participation in this unified countywide interoperable radio system to enhance emergency communications capabilities; and

WHEREAS, the agreement defines terms for system usage, radio ownership, maintenance responsibilities, and other operational requirements through December 31, 2034.

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 authorizes the City Manager to execute the User Agreement for St. Louis County Agencies Interoperable Radio System with St. Louis County.

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

Passed this 14th day of January, 2025

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Approved this 14th day of January, 2025

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Memorandum



To: Mayor & City Council
Cc: Department Heads
From: Amber Withycombe, City Manager
Date: December 5, 2024
Re: Fiscal Year 2023-2024 Budget Amendment

As the City concludes its prior fiscal year, we are following municipal best practices by amending the budgets for five funds to accurately reflect actual expenditures. These amendments represent standard governmental accounting procedures and have been developed in close consultation with our external auditing firm. These reconciliations align the official budget with expenditures that occurred during Fiscal Year 2023-2024. Such adjustments, which reflect industry-standard municipal financial management, are typically made after the annual audit or year-end reconciliation to ensure:

- Legal Compliance – Aligning expenditures with approved budget categories, consistent with state statutes and our Code of Ordinances.
- Financial Accuracy – Maintaining precise financial records that meet professional auditing standards.
- Transparency – Providing clear documentation of how funds were used, following recommended governmental reporting practices.
- Future Preparedness – Establishing a solid foundation for upcoming budgets based on verified historical data.

As we transition to new budget software, these adjustments are crucial for ensuring accurate data input, which will yield reliable outputs. Our external auditors have reviewed and endorsed this approach. Combined with our shift to consolidating capital expenses within the Capital Improvement Fund, the new quarterly variance reports will enhance budget monitoring. Starting this year, the City plans to implement an annual mid-year budget amendment each January to catch significant variances, following a best practice recommended by both our auditors and the Government Finance Officers Association, which will reduce the need for year-end adjustments.

Emergency Clause

This ordinance qualifies as an emergency as defined by Article III, Sec. 3.10(f) of the City's Charter due to the following specific reasons:

1. The City must complete its FY2023-24 financial audit and submit audited statements to the State of Missouri by December 31, 2024;
2. These budget amendments are necessary to finalize the audit and ensure accurate financial statements;

3. The City Council meets only once in December 2024, making this the final opportunity to pass these amendments before the state-mandated deadline; and
4. Failure to pass these amendments would prevent timely completion of the audit and state filing requirements, potentially impacting the City's bond rating and compliance status. These time-sensitive circumstances require immediate action by the Council.

Amendment Highlights by Fund

Capital Improvement Fund (24-0000)

- **IT Infrastructure Planning:** The City is working with its IT vendor to establish a five-year hardware replacement plan to avoid emergency purchases and streamline IT budgeting.
- **Maintenance Forecasting:** Estimating year-end maintenance needs has proven challenging. The implementation of new software will provide data-driven insights to improve future estimates.
- **Capital Budget Restructuring:** A total of **\$211,608** was transferred from the General Fund to the Capital Improvement Fund to align with revised accounting practices. Vehicle lease expenses were reclassified from **Capital Outlay** to **Debt Payments** for improved transparency.
- **Street Construction:** Project costs increased following the Bond Issue, allowing the City to capitalize on favorable construction pricing. Bond revenue in the new fiscal year will offset these costs.
- **Project Timeline Adjustments:** Several capital projects experienced scheduling changes, requiring amendments to match expenditures with the appropriate fiscal year.

Sewer Lateral Fund (29-0000)

- **Demand vs. Revenue:** Service requests through the Sewer Lateral Program consistently exceed annual revenue capacity. Following established Council policy, Public Works has historically processed all requests without waitlisting, resulting in account overages.

Firehouse Bond Fund (39-0000)

- **Bond Defeasance:** The original budget omitted a \$400,000 bond defeasance and associated expenses, necessitating these amendments.
- **Account Realignment:** Expenses have been redistributed to appropriate accounts to ensure accurate tracking of future bond-related costs.

Hanley Road Special Allocation Fund (23-0000)

- **Revenue Performance:** Higher-than-projected revenues led to corresponding expenditure increases.
- **Financial Classification:** Bond-related expenses have been recategorized to better reflect their nature, enhancing future budget clarity.

Cambridge Commons Special Allocation Fund (34-0000)

- **TIF Completion:** Following the closure of the Cambridge Commons TIF at the end of FY 2022-2023, trustee payments were discontinued. The unbudgeted redistribution of remaining fund balance to St. Louis County requires this amendment.

Summary of Changes

These amendments, while detailed in nature, primarily reflect strategic reclassifications and necessary adjustments to align with modern municipal accounting practices. The comprehensive approach taken here – documenting changes across all impacted budget lines – demonstrates our commitment to transparency and precision in financial reporting.

The measures outlined in this ordinance accomplish several key objectives: they ensure compliance with auditing standards, implement recommended financial management practices, and establish a stronger foundation for data-driven budgeting. Most importantly, these refinements support the City's broader initiatives of enhanced financial reporting, proactive budget monitoring, and strategic capital planning. As we move into the next fiscal year, these improvements will enable more accurate forecasting, better resource allocation, and increased fiscal accountability to our residents.

BILL NO.

ORDINANCE NO.

AN EMERGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING THE CAPITAL IMPROVEMENT FUND, SEWER LATERAL FUND, FIREHOUSE BOND FUND, HANLEY ROAD SPECIAL ALLOCATION FUND, AND CAMBRIDGE COMMONS SPECIAL ALLOCATION FUND BUDGETS FOR FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 THROUGH JUNE 30, 2024

WHEREAS, the City has additional revenue that was not previously appropriated in the 2023-2024 Capital Improvement Fund, Sewer Lateral Fund, Firehouse Bond Fund, Hanley Road Special Allocation Fund, and Cambridge Commons Special Allocation Fund as part of the City's reserves; and

WHEREAS, the Council deems it necessary to appropriate a portion of each fund's additional revenue; and

WHEREAS, this ordinance is declared an emergency measure based on the following specific circumstances: the City must complete its annual financial audit and submit audited statements to the State of Missouri by December 31, 2024; these budget amendments are required to finalize said audit; the City Council's December 10 meeting represents the final opportunity to approve these amendments before the state-mandated deadline; and failure to approve would prevent timely completion of required financial filings. These factors constitute an emergency requiring immediate action under Article III, Sec. 3.10(f) of the City's Charter.

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

Section I. The City Council hereby appropriates additional revenue and amends the 2023-2024 Capital Improvement Fund Budget as follows:

Line item 24-0000-50020, Computer Supplies, is increased by \$637 from \$2,000 to \$2,637.

Line item 24-0000-50330, Repairs and Maintenance Supplies, is increased by \$16,622 from \$7,000 to \$23,622.

Line item 24-0000-50400, Street Maintenance, is decreased by \$488 from \$0 to -\$448

Line item 24-0000-50403, Signage Materials, is increased by \$1,587 from \$2,000 to \$3,587

Line item 24-0000-60362, Finance Charge/Late Fees, is increased by \$83 from \$0 to \$83

Line item 24-0000-60440, IT Support Service, is decreased by \$2,162 from \$200,000 to \$197,838

Line item 24-0000-60460, Repairs and Maintenance, is increased by \$23,991 from \$45,000 to \$68,991

Line item 24-0000-60621, Vehicle Repairs, is decreased by \$20,362 from \$28,000 to \$7,638

Line item 24-0000-70000, Capital Outlay – Executive, is increased by \$989 from \$0 to \$989

Line item 24-0000-70001, Capital Outlay – Public Works, is decreased by \$108,350 from \$277,300 to \$168,950

Line item 24-0000-70002, Capital Outlay – Police, is increased by \$66 from \$0 to \$66

Line item 24-0000-70003, Capital Outlay – Fire, is increased by \$210,553 from \$0 to \$210,553

Line item 24-0000-70010, Capital Outlay, is increased by \$2,854 from \$0 to \$2,854

Line item 24-0000-70120, Engineering and Testing Services, is decreased by \$15,383 from \$25,000 to \$9,617

Line item 24-0000-70150, City Hall Improvements, is decreased by \$75,892 from \$78,815 to \$2,923

Line item 24-0000-70169, Greenwood STP Project, is increased by \$70,234 from \$0 to \$70,234

Line item 24-0000-70300, Street Reconstruction, is increased by \$236,231 from \$851,400 to \$1,087,631

Line item 24-0000-70305, Sewer Lateral Expenses, is decreased by \$4,377 from \$5,000 to \$623

Line item 24-0000-70604, Manchester Phase 4, is increased by \$159,656 from \$0 to \$159,656

Line item 24-0000-71069, Greenwood Avenue, is decreased by \$25,180 from \$36,000 to \$10,820

Line item 24-0000-71070, Greenwood Railroad Crossing, is decreased by \$325,024 from \$340,000 to \$14,976

Line item 24-0000-82000, Principal Payments, is increased by \$138,357 from \$0 to \$138,357

Line item 24-0000-82100, Interest Payments, is increased by \$10,094 from \$0 to \$10,094

TOTAL CAPITAL IMPROVEMENT FUNDS: \$294,655

Section II. The City Council hereby appropriates additional revenue and amends the 2023-2024 Sewer Lateral Fund Budget as follows:

Line item 29-0000-50330, Repair/Maintenance Supplies, is increased by \$6,791 from \$1,000 to \$7,791

Line item 29-0000-60460, Repair and Maintenance, is increased by \$121,103 from \$65,000 to \$186,103

TOTAL SEWER LATERAL FUNDS: \$127,894

Section III. The City Council hereby appropriates additional revenue and amends the 2023-2024 Firehouse Bond Fund Budget as follows:

Line item 39-0000-60260, Insurance and Bonds, is decreased by \$396,782 from \$397,100 to \$318

Line item 39-0000-60440, Professional Services, is decreased by \$1,200 from \$1,200 to \$0

Line item 39-0000-82000, Principal Payment, is increased by \$705,000 from \$0 to \$705,000

Line item 39-0000-82100, Debt, is increased by \$111,500 from \$0 to \$111,500

TOTAL FIREHOUSE BONDS FUNDS: \$418,548

Section IV. The City Council hereby appropriates additional revenue and amends the 2023-2024 Hanley Road Special Allocation Fund Budget as follows:

Line item 23-0000-60590, Trustee Payments, is decreased by \$1,096,335 from \$1,091,335 to \$-5,000

Line item 23-0000-82000, Principal Payments, is increased by \$970,000 from \$0 to \$970,000

Line item 23-0000-82100, Interest Payments, is increased by \$135,556 from \$0 to \$135,556

Line item 23-0000-82200, Fees and Fiscal Charges, is increased by \$4,823 from \$0 to \$4,823

TOTAL HANLEY ROAD SA FUNDS: \$14,044

Section V. The City Council hereby appropriates additional revenue and amends the 2023-2024 Cambridge Commons Special Allocation Fund Budget as follows:

Line item 34-0000-60360, Miscellaneous Expense, is increased by \$325,964 from \$0 to \$325,964

Line item 34-0000-60590, Trustee Payments, is decreased by \$75,000 from \$75,000 to \$-75,000

TOTAL CAMBRIDGE COMMONS SA FUNDS: \$250,964

TOTAL ALL FUNDS: \$1,106,105

Section VI. The City Council hereby declares that the facts and reasons stated in the recitals above constitute an emergency as provided in Article III, Sec. 3.10(f) of the City’s Charter.

Section VII. As an emergency ordinance, this ordinance shall be in full force and effect immediately upon its 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

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 4 ayes, 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: A parcel of ground being the northern 56.00 feet of lots 17 and 18, in Block D, of Maple Lawn, recorded in plat book 4 page 94, of the St. Louis County Recorder’s Office, in the City of Maplewood, St. Louis County, Missouri, more particularly described as follows: Beginning at the northwestern corner of said lot 18: Thence south 81 degrees 23 minutes 35 seconds east 60.00 feet, along the northern lines of said lots 18 and 17, to the northeastern corner of said lot 17, to a point; Thence south 08 degrees 31 minutes 25 seconds west 56.00 feet, along the eastern line of said lot 17, to a point; Thence north 81 degrees 23 minutes 35 seconds west 60.00 feet, along a line parallel to the northern line of hazel avenue, 45.00 feet wide, to a point in the western line of said lot 18; Thence north 08 degrees 31 minutes 25 seconds east 56.00 feet, along the western line of said lot 18, to the northwestern corner of said lot 18 to the point of beginning and containing 3,360 square feet or 0.08 acres as prepared by Pitzman's Company.

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

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

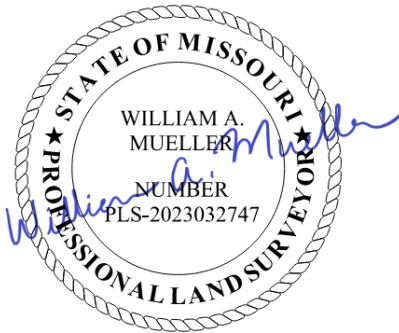
EXHIBIT A – Legal Description

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.

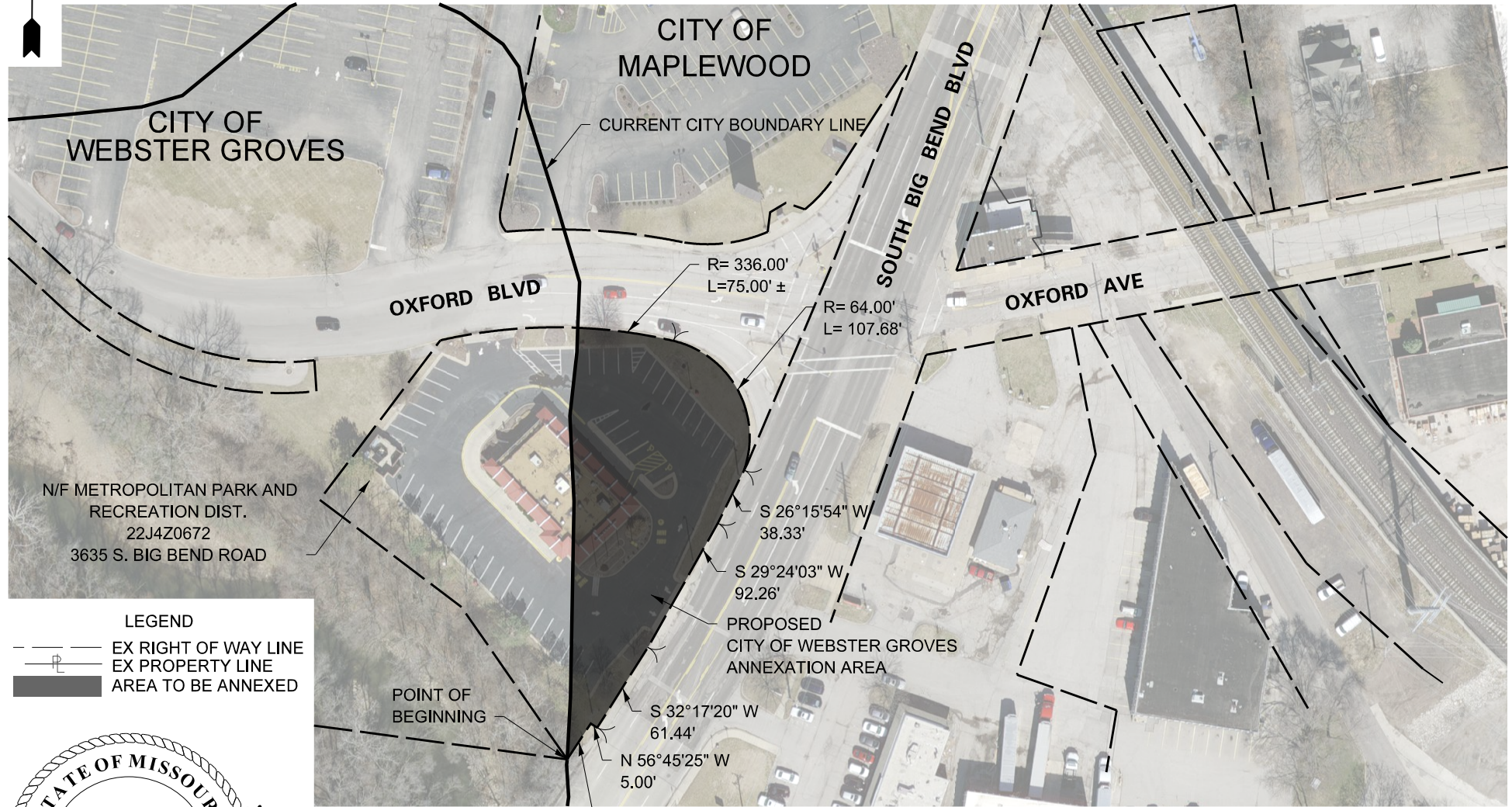
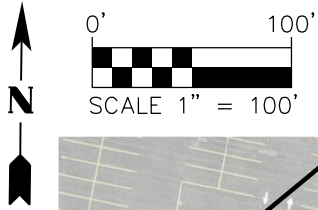
Said parcel contains 0.5 acre, more or less.



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

EXHIBIT B – Drawing

THIS EXHIBIT HAS BEEN PREPARED FROM RECORD SOURCES.



CITY OF WEBSTER GROVES

CITY OF MAPLEWOOD

CURRENT CITY BOUNDARY LINE

OXFORD BLVD

SOUTH BIG BEND BLVD

OXFORD AVE

N/F METROPOLITAN PARK AND RECREATION DIST.
22J4Z0672
3635 S. BIG BEND ROAD

R= 336.00'
L=75.00' ±

R= 64.00'
L= 107.68'

S 26°15'54" W
38.33'

S 29°24'03" W
92.26'

PROPOSED
CITY OF WEBSTER GROVES
ANNEXATION AREA

S 32°17'20" W
61.44'

N 56°45'25" W
5.00'

S 33°14'57" W
25.00' ±

POINT OF BEGINNING

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



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

AREA OF TRACT

0.5 AC ±



720 Olive, Suite 700
St. Louis, MO 63101
314.588.8381
www.oatesassociates.com

Collinsville St. Louis Belleville St. Charles
MISSOURI DESIGN FIRM LICENSE NO.: 001166

ANNEXATION EXHIBIT
3635 SOUTH BIG BEND
BOULEVARD

PROJECT NO.:
222067

DATE:
09/26/2024

REVISION:
42

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: December 6, 2024
Re: **Mayor's National League of Cities Summit Panel Schedule**

To support the Mayor's Report, I am enclosing his participation schedule from the recent National League of Cities City Summit, held in Tampa, FL, from November 13-16.

NATIONAL LEAGUE OF CITIES 2024 CITY SUMMIT, TAMPA FLORIDA

DAILY SCHEDULE PROGRAM ATTENDANCE

WEDNESDAY NOV.13	9:00 AM	12:00 PM	MOBILE WORKSHOP: VISION ZERO: MAKING TAMPA'S ROADS SAFER
	12:15 PM	1:15 PM	ATTENDEE LUNCH IN EXHIBIT HALL
	2:00 PM	3:30 PM	OPENING GENERAL SESSION (NLC PAST)
	3:30 PM	4:30 PM	EXHIBIT HALL DESSERT BREAK
			MICROBREWERY TRIP WITH WEST ALLIS, WI ELECTED OFFICIALS
THURSDAY NOV. 14	9:00 AM	10:30 AM	GENERAL SESSION (NLC PRESENT)
	10:45 AM	12:15 PM	BUILDING BRIDGES TO TRUST AND CIVILITY
	12:30 PM	1:45 PM	ATTENDEE LUNCH IN EXHIBIT HALL
	1:30 PM	4:30 PM	MOBILE WORKSHOP SUPPORTING PEOPLE EXPERIENCING HOMELESSNESS
	5:30 PM	7:30 PM	KANSAS / MISSOURI JOINT RECEPTION
			TAMPA BAY LIGHTNING VS. WINNIPEG
FRIDAY NOV. 15	9:00 AM	9:45 AM	SOLUTION SESSION: HOUSING STABILITY AND COMMUNITY RESILIENCE
	10:00 AM	10:45 AM	SOLUTION SESSION: CRAFTING A PRIORITY BASED BUDGET
	11:00 AM	11:45 AM	SOLUTION CENTER: CREATIVE MEDIA FOR THE SMART CITY
	11:30 AM	1:00 PM	ATTENDEE LUNCH IN EXHIBIT HALL
	1:15 PM	2:30 PM	AFTERNOON GENERAL SESSION (NLC FUTURE)
	3:00 PM	4:30 PM	HONEST CONVERSATIONS: PUBLIC SAFETY AND COMMUNITY PERCEPTION
	7:00 PM	10:00 PM	TAMPA BAY HOST CITY EVENT
SATURDAY NOV. 16	9:00 AM	10:30 AM	FIRST TIER SUBURBS COUNCIL MEETING
	10:45 AM	12:15 PM	HOUSING STRATEGIES TO END HOMELESSNESS
	12:30 PM	2:15 PM	CLOSING GENERAL SESSION AND LUNCHEON
			STREETCAR TRIP TO YBOR CITY
	6:00 PM	11:00 PM	NLC CENTENNIAL EXPERIENCE

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: December 5, 2024
Re: City Manager's Report

Distinguished Budget Award for FY24-25 Budget Document

I am pleased to report that the City has received the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA) for our FY 2024-2025 budget document. This award represents the highest form of recognition in governmental budgeting and demonstrates our commitment to meeting the highest principles of governmental budgeting. Only about 1,700 government entities participate in this prestigious program nationwide.

The GFOA's independent review panel evaluated our budget document against nationally recognized guidelines for effective budget presentation, examining how well it serves as a policy document, financial plan, operations guide, and communications device. Our budget document received proficient or outstanding ratings across all major categories, with particular strengths noted in our position summary schedules, departmental descriptions, and overall effectiveness as an operations guide. The reviewers provided constructive feedback for future enhancements, including suggestions for improving our strategic goals presentation, capital program documentation, and debt policy discussions, which we will incorporate into future budget documents.

2025 Sweet Tooth Tour

Tickets will go on sale December 9th for the 12th annual Sweet Tooth Tour, scheduled for Saturday, January 25 from noon to 4 pm. Information and a link to purchase tickets can be found at maplewoodmo.gov/fun

Pop-Up Retail Initiative - Reset Vintage Apparel Pilot Program

In response to business vacancies, Community Development Director Laura Miller and Public Works Director Anthony Traxler, in partnership with the Special Business District Tax Advisory Commission, have developed a new economic development initiative focusing on pop-up retail opportunities in Maplewood. The program aims to activate vacant commercial spaces while providing established businesses and entrepreneurs opportunities to test new concepts or merchandise lines.

Reset Vintage Apparel, currently operating at 2607 Bellevue, launched a pilot pop-up for the program at 2718 Sutton. This temporary location opened November 30 and will operate through January 30, 2025, offering a distinct merchandise selection from their permanent storefront.

This initiative provides several potential benefits:

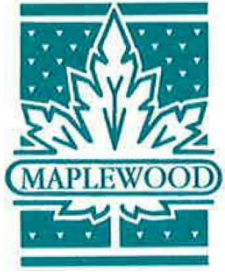
- Activates and markets vacant commercial spaces
- Drives additional customer traffic to existing business districts

- Creates low-risk opportunities for business expansion
- Enhances retail variety through rotating concepts

Staff plans to evaluate this pilot program for potential expansion in 2025. I will keep Council updated on the program's progress and any proposed changes to facilitate a broader rollout.

SBD Lunch & Learn Series

After a successful pilot event in the fall, the Special Business District Tax Advisory Commission has planned a series of quarterly Lunch & Learn member events throughout 2025. The events provide an opportunity for Maplewood business owners to learn from experts and each other on key topics of shared interest. The next lunch, "Show Me the Money," will be held on Monday, January 13, at St. Louis Lighting Group.



PUBLIC HEARING NOTICE

The Maplewood City Council will hold a business license revocation hearing on 12/10/2024 at 7:00 p.m. via Zoom teleconference for Joseph Syron – Mape Vape, LLC, located at 7213 Manchester Road.

Zoom link:

<https://us02web.zoom.us/j/89452395834?pwd=SytBUTE0WXBlOUlPQnU0WjhqaFRMZz09>

Passcode: 113226

Dial in: (312) 626-6799

Webinar ID: 894 5239 5834

Memorandum



To: Mayor and City Council
From: Tiffany Hyde, Resource Development and Public Engagement Manager
Date: December 5, 2024
Re: Mape Vape LLC Business License Revocation – 7213 Manchester Rd

On June 12, 2024, the State of Missouri notified the City that Mape Vape LLC’s retail sales tax license had been revoked. After staff contacted Mr. Joseph Syron, he arranged payment with the State and provided a Certificate of No Tax Due dated July 2, 2024, when renewing his 2024-2025 Maplewood Business License.

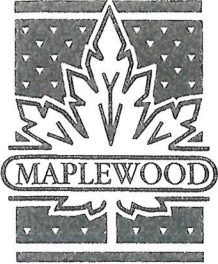
On August 27, 2024, the State again notified the City of Mape Vape LLC’s license revocation. The City sent certified notices to both Mr. Syron’s mailing address and the business address. On October 3, 2024, Mr. Syron responded via email with evidence of a new payment agreement with the State. However, when the City verified with the Missouri Department of Revenue on October 7, 2024, they confirmed Mape Vape LLC still does not have a valid sales tax license. The state provided a certified copy of the revocation to the City on November 22, 2024.

Section 14-54(3) – Grounds for revocation of business license of the Code of Ordinances permits license revocation for “failure of the licensee to pay any license fee or any applicable sales tax arising from the business activity or premises licensed.” The City has followed the license revocation procedure outlined in Section 14-55 – License revocation procedure of the City’s Code of Ordinances.

Please contact me at 314-646-3640 with any questions or comments.

FIRST SALES TAX
NOTICE
DOCUMENTATION

COPY



June 17, 2024

SENT VIA CERTIFIED MAIL

Mr. Joseph Syron
Mape Vape LLC
7213 Manchester Road
Maplewood, MO 63143

Re: Non-Payment of Sales Tax

Dear Mr. Syron:

We have received notification from the State of Missouri that you have not paid your sales tax and the state has requested that the City of Maplewood shut down your business operations.

Please immediately remit payment to the State of Missouri for the aforementioned. Proof of payment must be furnished to the Office of the City Clerk of the City of Maplewood no later than **Wednesday, July 3, 2024**. If sales tax payment is not made, the City of Maplewood will begin business license revocation proceedings for failure to pay your sales taxes to the State of Missouri.

If you have any questions, please contact me.

Sincerely,

Tiffany Hyde
Resource Development and Public Engagement Manager

Enclosure: Missouri Department of Revenue Revocation Notice

C: Joseph Syron, 1028 Thames Dr., Imperial, MO 63052



MISSOURI DEPARTMENT OF REVENUE
 TAXATION DIVISION
 PO BOX 1646
 JEFFERSON CITY, MO 65105-1646

Date: June 12, 2024

REVOCATION NOTICE

Notice Number: 2048048480

MAPLEWOOD
 CITY CLERK
 7601 MANCHESTER RD
 MAPLEWOOD MO 63143-2811

Telephone: 573-526-5102
 Fax: 573-522-3218
 Email: revocations@dor.mo.gov

The Missouri Department of Revenue is notifying you that the Missouri retail sales tax license, previously issued to the debtor named below has been revoked. The debtor is delinquent in the payment of tax as required to be paid under Missouri Law

Section 144.083.2, RSMo, states:

“The possession of a retail sales license and a statement from the department of revenue that the licensee owes no tax due under sections 144.010 to 144.510 or sections 143.191 to 143.261 shall be prerequisite to the issuance of any city or county occupation license or any license which is required, for conducting any business where goods are sold at retail. The date of issuance on the statement that the licensee owes no tax due shall be no more than 90 days before the date of submission for application or renewal of the local license. The revocation of a retailer’s license by the Director shall render the occupational license or the state license null and void.”

The Department requests that you inform the above individual that the business occupational or merchants license is also null and void and note this on your records. If your ordinance provides you with authority to close a business that does not have a valid license, we request that you do so.

The following are the business locations in your jurisdiction that have been revoked.

Missouri Tax ID	Name of Debtor	Business Name	Property Location
22211781	MAPE VAPE LLC	MAPE VAPE LLC	7213 MANCHESTER RD

**U.S. Postal Service™
CERTIFIED MAIL® RECEIPT**
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee \$ 4.40

Extra Services & Fees (check box, add fee as appropriate)

Return Receipt (hardcopy) \$ 3.15

Return Receipt (electronic) \$

Certified Mail Restricted Delivery \$

Adult Signature Required \$

Adult Signature Restricted Delivery \$

Postage \$ 1.64

Total Postage and Fees \$ 6.09

Sent To Mr. Joseph Syron

Street and City, State 1028 Thames Dr. Imperial, MO 63052

Postmark JUN 11 2024

Post Here MAPLEWOOD 63143

PS Form 3811, April 2015 PSN 7530-02-000-9053 See Reverse for Instructions

6885 5552 0000 0547 2102

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Mr. Joseph Syron
1028 Thames Dr.
Imperial, MO 63052

2. Article Number (Transfer from service label)
7017 1450 0000 2555 5872

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature Michael Syron Agent Addressee

B. Received by (Printed Name) Michael Syron C. Date of Delivery 6/20/24

D. Is delivery address different from item 1? Yes No
If YES, enter delivery address below:

3. Service Type

Adult Signature Priority Mail Express®

Adult Signature Restricted Delivery Registered Mail™

Certified Mail® Return Receipt for Merchandise

Collect on Delivery Return Receipt for Signature Confirmation™

Collect on Delivery Restricted Delivery Signature Confirmation™

Insured Mail Signature Confirmation Restricted Delivery

Insured Mail Restricted Delivery (over \$500)

Domestic Return Receipt

**U.S. Postal Service™
CERTIFIED MAIL® RECEIPT**
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee \$ 4.40

Extra Services & Fees (check box, add fee as appropriate)

Return Receipt (hardcopy) \$ 3.15

Return Receipt (electronic) \$

Certified Mail Restricted Delivery \$

Adult Signature Required \$

Adult Signature Restricted Delivery \$

Postage \$ 1.64

Total Postage and Fees \$ 6.09

Sent To Mr. Joseph Syron

Street and City, State Mape Vape LLC 7213 Manchester Road Maplewood, MO 63143

Postmark JUN 11 2024

Post Here MAPLEWOOD 63143

PS Form 3811, July 2015 PSN 7530-02-000-9053

2285 5552 0000 0547 2102

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Mr. Joseph Syron
Mape Vape LLC
7213 Manchester Road
Maplewood, MO 63143

2. Article Number (Transfer from service label)
7017 1450 0000 2555 5872

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature [Signature] Agent Addressee

B. Received by (Printed Name) _____ C. Date of Delivery _____

D. Is delivery address different from item 1? Yes No
If YES, enter delivery address below:

3. Service Type

Priority Mail Express®

Adult Signature Registered Mail™

Adult Signature Restricted Delivery Return Receipt for Merchandise

Certified Mail® Return Receipt for Signature Confirmation™

Collect on Delivery Signature Confirmation™

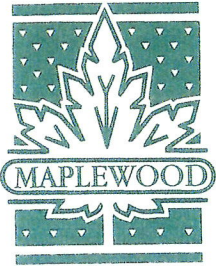
Collect on Delivery Restricted Delivery Signature Confirmation Restricted Delivery

Insured Mail Restricted Delivery

Insured Mail Restricted Delivery (over \$500)

Domestic Return Receipt

**SECOND SALES TAX
NOTICE
DOCUMENTATION**



October 1, 2024

Mr. Joseph Syron
1028 Thames Dr.
Imperial, MO 63052

Re: Non-Payment of Sales Tax Mape Vape LLC
7213 Manchester Ave.

Dear Mr. Syron:

I am writing to inform you of an urgent matter regarding your business, Mape Vape LLC, located at 7213 Manchester Ave., Maplewood, MO 63143.

The City of Maplewood was notified on August 27, 2024, that your business has outstanding sales taxes owed to the State of Missouri. As of today, our records indicate that these taxes remain unpaid. Consequently, the City of Maplewood is obligated to initiate a business license revocation process.

A business license revocation hearing has been scheduled as follows:

- Date: Tuesday, November 12, 2024
- Time: 7:00 p.m.
- Location: Maplewood City Council Chambers, 7601 Manchester Rd., Maplewood, MO 63143

During this hearing, you will have the opportunity to present your case before the City Council. The Council will consider all relevant evidence regarding the grounds for potential revocation of your business license.

To resolve this matter prior to the hearing:

1. Pay the outstanding sales taxes to the State of Missouri immediately.
2. Provide proof of payment to our office no later than November 6, 2024.

Please note that failure to address this issue may result in the revocation of your business license, which would require you to cease operations in Maplewood.

If you have any questions, need clarification on the amount owed, or require assistance in resolving this matter, please contact Tephania Hyde at 314-646-3640 or thyde@maplewoodmo.gov.

We strongly encourage you to take immediate action to rectify this situation and maintain your business's good standing with the City of Maplewood.

Sincerely,

A handwritten signature in black ink, appearing to be "Amber Withycombe", written over a horizontal line.

Amber Withycombe
City Manager

c: Joseph Syron, Mape Vape LLC, 7213 Manchester Ave, Maplewood, MO 63143



MISSOURI DEPARTMENT OF REVENUE
 TAXATION DIVISION
 PO BOX 1646
 JEFFERSON CITY, MO 65105-1646

Date: August 27, 2024

REVOCATION NOTICE

Notice Number: 2049193070

MAPLEWOOD
 CITY CLERK
 7601 MANCHESTER RD
 MAPLEWOOD MO 63143-2811

Telephone: 573-526-5102
 Fax: 573-522-3218
 Email: revocations@dor.mo.gov

The Missouri Department of Revenue is notifying you that the Missouri retail sales tax license, previously issued to the debtor named below has been revoked. The debtor is delinquent in the payment of tax as required to be paid under Missouri Law

Section 144.083.2, RSMo, states:

"The possession of a retail sales license and a statement from the department of revenue that the licensee owes no tax due under sections 144.010 to 144.510 or sections 143.191 to 143.261 shall be prerequisite to the issuance of any city or county occupation license or any license which is required, for conducting any business where goods are sold at retail. The date of issuance on the statement that the licensee owes no tax due shall be no more than 90 days before the date of submission for application or renewal of the local license. The revocation of a retailer's license by the Director shall render the occupational license or the state license null and void."

The Department requests that you inform the above individual that the business occupational or merchants license is also null and void and note this on your records. If your ordinance provides you with authority to close a business that does not have a valid license, we request that you do so.

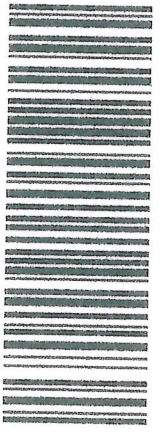
The following are the business locations in your jurisdiction that have been revoked.

Missouri Tax ID	Name of Debtor	Business Name	Property Location
22211781	MAPE-VAPE LLC	MAPE-VAPE LLC	7213-MANCHESTER RD

City of Maplewood
7601 Manchester Road
Maplewood, MO 63143



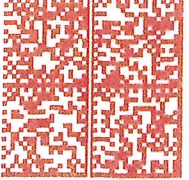
12/10/14
10.9
10.19



7017 1450 0000 2555 4820

Joseph Syron
1028 Thames Dr.
Imperial, MO 63052

quadrant
FIRST-CLASS MAIL
IMI
\$009.64
10/01/2024 ZIP 63143
043M31230513



NIXIE 631 DE 1 0010/29/24
RETURN TO SENDER
UNCLAIMED
UNABLE TO FORWARD
EC: 63143281101 *0516-01554-01-00
UNC



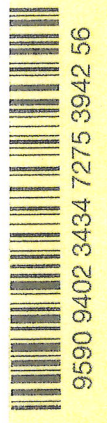
PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Joseph Syron
1028 Thames Dr.
Imperial, MO 63052



9590 9402 3434 7275 3942 56
7017 1450 0000 2555 4820

2. Article Number (Transfer from service label)

COMPLETE THIS SECTION ON DELIVERY

- A. Signature Agent
 Addressee
- B. Received by (Printed Name) C. Date of Delivery

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

3. Service Type
- Adult Signature
 - Adult Signature Restricted Delivery
 - Certified Mail®
 - Certified Mail Restricted Delivery
 - Collect on Delivery
 - Collect on Delivery Restricted Delivery
 - Insured Mail
 - Insured Mail Restricted Delivery (over \$500)
 - Priority Mail Express®
 - Registered Mail™
 - Registered Mail Restricted Delivery
 - Return Receipt for Merchandise
 - Signature Confirmation™
 - Signature Confirmation Restricted Delivery

Domestic Return Receipt

PS Form 3811, July 2015 PSN 7530-02-000-9053

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Joseph Syron
 Mape Vape LLC
 7213 Manchester Ave
 Maplewood, MO 63143



9590 9402 3434 7275 3942 01

2. Article Number (Transfer from service label)

7017 1450 0000 2555 4813

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature Agent
 Addressee

B. Received by (Printed Name) _____ C. Date of Delivery _____

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

- 3. Service Type**
- Adult Signature
 - Adult Signature Restricted Delivery
 - Certified Mail®
 - Certified Mail Restricted Delivery
 - Collect on Delivery
 - Collect on Delivery Restricted Delivery
 - Insured Mail
 - Insured Mail Restricted Delivery (over \$500)
 - Priority Mail Express®
 - Registered Mail™
 - Registered Mail Restricted Delivery
 - Return Receipt for Merchandise
 - Signature Confirmation™
 - Signature Confirmation Restricted Delivery

Domestic Return Receipt

**U.S. Postal Service™
 CERTIFIED MAIL® RECEIPT
 Domestic Mail Only**

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee \$ 4.85

Extra Services & Fees (check box, add fee as appropriate)

Return Receipt (hardcopy) \$ 4.10

Return Receipt (electronic) \$ _____

Certified Mail Restricted Delivery \$ _____

Adult Signature Required \$ _____

Adult Signature Restricted Delivery \$ _____

Postage \$ 1.69

Total Postage and Fees \$ 9.64

Sent To Joseph Syron
 Street and Mape Vape LLC
 City, State, 7213 Manchester Ave
 Maplewood, MO 63143

PS Form 3811, July 2015 PSN 7530-02-000-9053

Postmark Here: **OCT - 1 2024**

MAPLEWOOD 63143

7017 1450 0000 2555 4813

**U.S. Postal Service™
 CERTIFIED MAIL® RECEIPT
 Domestic Mail Only**

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee \$ 4.85

Extra Services & Fees (check box, add fee as appropriate)

Return Receipt (hardcopy) \$ 4.10

Return Receipt (electronic) \$ _____

Certified Mail Restricted Delivery \$ _____

Adult Signature Required \$ _____

Adult Signature Restricted Delivery \$ _____

Postage \$ 1.69

Total Postage and Fees \$ 9.64

Sent To Joseph Syron
 Street and 1028 Thames Dr.
 City, State, Imperial, MO 63052

PS Form 3811, July 2015 PSN 7530-02-000-9053

Postmark Here: **OCT 1 2024**

MAPLEWOOD 63143

7017 1450 0000 2555 4813

Tephanisia Hyde

From: Revocations <revocations@dor.mo.gov>
Sent: Monday, October 7, 2024 8:02 AM
To: Tephanisia Hyde
Subject: RE: Mape Vape LLC - 22211781

The account you are inquiring about is currently removed, advising that they do not have a valid Sales Tax license. If you have any questions, please let me know.

Thank you,

Kirstin

Department of Revenue
Collections Enforcement
Revocation
Phone: 573-526-5102
Fax: 573-522-3218

CONFIDENTIALITY STATEMENT:

This electronic transmission may contain information that is confidential, privileged, and prohibited from disclosure and unauthorized use pursuant to applicable law. If you are the intended recipient of this transmission, be advised that its use is restricted by law and for the purpose stated herein. If you are not the intended recipient of this transmission, take notice that any viewing, use, dissemination, or copying of the information transmitted herewith is strictly prohibited. If you have received this transmission in error, please return it to the sender and delete all copies from your system.

This is an informational e-mail only, not a binding letter ruling. The information in this e-mail is intended to provide you with guidance on the possible tax consequences of the specific facts you have presented. The discussion included in this e-mail is not, however, a complete or definitive explanation of the department's official policy on the issues presented. You are advised that the department may take a position different from the one stated in this e-mail without additional notice to you. To request a binding letter ruling see Regulation 12 CSR 10-1.020 at <http://dor.mo.gov/rulings/>

From: Tephanisia Hyde <thyde@maplewoodmo.gov>
Sent: Friday, October 4, 2024 8:38 AM
To: Revocations <revocations@dor.mo.gov>
Subject: Mape Vape LLC - 22211781

Good Morning,

I work for the city of Maplewood in Missouri, and I received a revocation notice from your department regarding Mape Vape LLC, located at 7213 Manchester Rd.

I would like to verify if the business is current on its sales taxes. When I reached out to the owner, he supplied me with a repayment schedule he stated was made to get him current on his past-due amounts.

I have scheduled a Business License revocation hearing for November 12th, so I am determining if it is still necessary.

Sincerely,

Tiffany Hyde
Resource Development and Public Engagement Manager
City of Maplewood
7601 Manchester Road
Maplewood, MO 63143
314-646-3640 (direct dial)
maplewoodmo.gov

*Please note: The City of Maplewood has changed its domain to **maplewoodmo.gov**. While emails to @cityofmaplewood.com will still reach us, please update your records with our new domain.*

**DOCUMENTATION
PROVIDED BY
MR. SYRON ON
10-3-2024**

TAXATION DIVISION
PO BOX 3390
JEFFERSON CITY, MO 65105-3390



Missouri
DEPARTMENT OF REVENUE

Telephone: (573) 751-7200
Fax: (573) 522-1180
E-mail: salesuse@dor.mo.gov

MAPE VAPE LLC
721S MANCHESTER RD
MAPLEWOOD MO 63143-2402

July 8, 2024

RE: DELINQUENT TAX PAYMENT TERMS
MOID. 22211781
Notice Number 2048427287

Dear MAPE VAPE:

Following are the terms of the Installment Agreement with the Missouri Department of Revenue to resolve the delinquent tax account(s).

The balance due, as of the date of this letter, is \$59,453.08. You will have the number of payment(s) in the amount shown in the payment plan schedule starting on 08/02/2024. Upon receipt of the last payment, the accrued interest and remaining balance will be billed and must be paid within ten (10) days. This installment agreement is for the following period(s):

<u>Tax Type</u>	<u>Tax Period</u>
SALES	03/31/2022, 04/30/2022, 05/31/2022, 06/30/2022, 07/31/2022, 08/31/2022, 09/30/2022, 10/31/2022, 11/30/2022, 12/31/2022, 01/31/2023, 02/28/2023, 03/31/2023, 04/30/2023, 05/31/2023, 06/30/2023, 07/31/2023, 08/31/2023, 09/30/2023, 10/31/2023, 11/30/2023, 12/31/2023, 01/31/2024, 02/29/2024, 03/31/2024, 04/30/2024
WITHHOLDING	12/31/2021

PAYMENT PLAN SCHEDULE

GT314

Installment Number	Payment Amount	Due Date
1	\$2,698.25	08/02/2024
2	\$2,698.25	09/03/2024
3	\$2,698.25	10/02/2024
4	\$2,698.25	11/04/2024
5	\$2,698.25	12/02/2024
6	\$2,698.25	01/02/2025
7	\$2,698.25	02/03/2025
8	\$2,698.25	03/03/2025
9	\$2,698.25	04/02/2025
10	\$2,698.25	05/02/2025
11	\$2,698.25	06/02/2025
12	\$2,698.25	07/02/2025
13	\$2,698.25	08/04/2025
14	\$2,698.25	09/02/2025
15	\$2,698.25	10/02/2025
16	\$2,698.25	11/03/2025
17	\$2,698.25	12/02/2025
18	\$2,698.25	01/02/2026
19	\$2,698.25	02/02/2026
20	\$2,698.25	03/02/2026
21	\$2,698.25	04/02/2026
22	\$2,698.25	05/04/2026
23	\$2,698.25	06/02/2026
24	\$941.14	07/02/2026

MAPE VAPE LLC
7213 MANCHESTER RD
MAPLEWOOD, MO 63143-2402

1. Payment shall be made by Electronic Funds Transfer (EFT) or credit card unless the Department has approved alternative payment methods. A convenience fee shall be charged to the Taxpayer for processing. Any charges for insufficient funds shall be the responsibility of the Taxpayer and any insufficiently funded payment shall default this agreement.
2. Nothing in this agreement shall prevent the Taxpayer from having the right to prepay the full balance and the Taxpayer shall incur no premium or penalty for prepayment.
3. Interest shall continue to accrue on the unpaid balance at the rate provided by law (section 32.065 RSMo).
4. Upon receipt of the last installment payment from the Taxpayer, any accrued interest or remaining balance will be billed by the Department and must be paid within ten (10) days from the date of the billing.
5. Any late payment, including but not limited to any future tax, penalty or interest due for any period unrelated to this agreement or failure to file a tax return by the due date, even if there is no tax to report on such return, shall be considered a default of this agreement.
6. The Department reserves the right to offset any tax overpayment for which the Taxpayer may be eligible and credit these offsets toward the unpaid balance. Any offset payment shall not be considered an installment payment under this agreement.
7. In consideration of this agreement, the Taxpayer waives all statutory limitations pertaining to collection of the amount due in this agreement for the duration of this agreement plus 180 days.
8. The Taxpayer consents to any and all extensions of time, renewals, waivers or modifications that may be granted by the Department. Any temporary deviation shall not alter the terms of this agreement.
9. The Department reserves the right to secure the interests of the State of Missouri by filing liens with the circuit court or with the recorder of deeds regarding the deficiency. Any liens filed by the Department will be released only after the delinquency is paid in full.
10. If it becomes necessary to enforce the terms of this Delinquent Tax Payment Agreement, the taxpayer agrees that the venue for such collections or enforcement shall be had in Cole County, Missouri.
11. The Taxpayer understands that a failure to remit a payment on time or to meet any conditions of this agreement will result in:
 - 1 The remaining balance owed under this agreement being due immediately upon demand by the Department.
 - 2 The Department may use all available collection procedures, including, but not limited to, garnishment and execution against any property of the Taxpayer, as permitted by law, to collect the remaining owed under this agreement, including any additional penalties, interest or additions to tax.
 - 3 Revocation of your sales tax license if applicable.

RESCHEDULED MEETING NOTICE



November 14, 2024

Mr. Joseph Syron
1028 Thames Dr.
Imperial, MO 63052

COPY

Re: Non-Payment of Sales Tax Mape Vape LLC
7213 Manchester Ave.

Dear Mr. Syron:

I am writing to inform you of an urgent matter regarding your business, Mape Vape LLC, located at 7213 Manchester Ave., Maplewood, MO 63143.

The City of Maplewood was notified on August 27, 2024, that your business has outstanding sales taxes owed to the State of Missouri. As of today, our records indicate that these taxes remain unpaid. Consequently, the City of Maplewood is obligated to initiate a business license revocation process.

A business license revocation hearing has been rescheduled as follows:

- Date: Tuesday, December 10, 2024
- Time: 7:00 p.m.
- Location: Maplewood City Council Chambers, 7601 Manchester Rd., Maplewood, MO 63143

During this hearing, you will have the opportunity to present your case before the City Council. The Council will consider all relevant evidence regarding the grounds for potential revocation of your business license.

To resolve this matter prior to the hearing:

1. Pay the outstanding sales taxes to the State of Missouri immediately.
2. Provide proof of payment to our office no later than December 4, 2024.

Please note that failure to address this issue may result in the revocation of your business license, which would require you to cease operations in Maplewood.

If you have any questions, need clarification on the amount owed, or require assistance in resolving this matter, please contact Tiffany Hyde at 314-646-3640 or thyde@maplewoodmo.gov.

We strongly encourage you to take immediate action to rectify this situation and maintain your business's good standing with the City of Maplewood.

Sincerely,

A handwritten signature in black ink, appearing to read "Amber Withycombe".

Amber Withycombe
City Manager

c: Joseph Syron, Mape Vape LLC, 7213 Manchester Ave, Maplewood, MO 63143

7019 0700 0000 9365 3688

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee
 \$ 4.55

Extra Services & Fees (check box, add fee as appropriate)

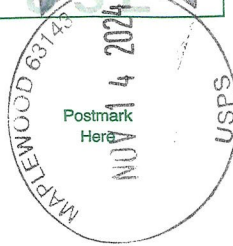
<input checked="" type="checkbox"/> Return Receipt (hardcopy)	\$ <u>4.10</u>
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____

Postage
 \$.69

Total Postage and Fees
 \$ 9.64

Sent To
 Joseph Syron
 Street and Apt. Mape Vape LLC
 City, State, ZIP 7213 Manchester Rd
 Maplewood, MO 63143

PS Form 3800



SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Joseph Syron
 Mape Vape LLC
 7213 Manchester Rd
 Maplewood, MO 63143

2. Article Number (Transfer from service label)
 7019 0700 0000 9365 3688

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETER'S SECTION

A. Signature Joseph Syron Agent Addressee

B. Received by (Printed Name) Joseph Syron C. Date of Delivery NOV 19 2024

D. Is delivery address different from item 1? Yes No
 If YES, enter delivery address below: _____

3. Service Type Priority Mail Express® Registered Mail™
 Adult Signature Registered Mail Restricted Delivery
 Adult Signature Restricted Delivery Registered Mail Restricted Delivery
 Certified Mail® Certified Mail Restricted Delivery
 Certified Mail Restricted Delivery
 Collect on Delivery
 Collect on Delivery
 Insured Mail
 Insured Mail Restricted Delivery (over \$500)

PS Form 3811, July 2015 PSN 7530-02-000-9053

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Extra Services & Fees (check box, add fee as appropriate)

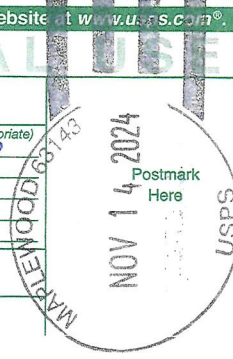
<input checked="" type="checkbox"/> Return Receipt (hardcopy)	\$ <u>4.10</u>
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____

Postage
 \$.69

Total Postage and Fees
 \$ 9.64

Sent To
 Joseph Syron
 Street and Apt. 1028 Thames Dr.
 City, State, ZIP Imperial, MO 63052

PS Form 3800



DIVISION 2. REVOCATION

Sec. 14-54. Grounds for revocation of business license.

- (a) In addition to any other revocation procedure contained in this Code, any license issued under this chapter may be revoked for any of the following reasons:
- (1) Violation of any provision of this Code applicable to the business activity or premises licensed, including causing, maintaining or assisting in the cause or maintenance of a nuisance, whether public or private, provided that the determination of such violation is made in accordance with any specific procedures contained in this Code applicable to determining violations of that provision;
 - (2) Violation of the terms and conditions upon which the license was issued;
 - (3) Failure of the licensee to pay any license fee or any applicable sales tax arising from the business activity or premises licensed;
 - (4) Illegal or improper issuance of the license;
 - (5) Any misrepresentation or false statement in the application for such license;
 - (6) Causing, maintaining or assisting in the cause or maintenance of conduct on or about the licensed premises that is hazardous to the public health, safety or welfare;
 - (7) Violation of the terms of a conditional use permit.
- (b) Revocation of any license shall be in addition to any penalty prescribed in this Code.
(Code 1982, § 18-146; Ord. No. 4543, § 3, 7-28-1992; Ord. No. 4581, § 3, 2-23-1993)

Sec. 14-55. License revocation procedure.

Upon a complaint made to the city council by the city manager, city clerk or other appropriate city official, stating that cause exists for the revocation of a business license, any business license issued by the city pursuant to this chapter may be revoked by the following procedure:

- (1) The city council shall set a hearing to consider the question of revocation;
 - (2) At least ten days prior to the date of the hearing, a written notice shall be mailed to the licensee at his last known address as shown in the records of the city clerk or the city manager advising the licensee of the date, time and place of the hearing and reasons for considering revocation of the license;
 - (3) At the hearing set by the city council, the licensee shall have an opportunity to be heard by the city council and the city council shall consider all evidence relevant to grounds for revocation of the license;
 - (4) The affirmative vote of a majority of the city council shall be necessary to revoke any license.
- (Code 1982, § 18-147; Ord. No. 4543, § 4, 7-28-1992; Ord. No. 4581, § 4, 2-23-1993)

Sec. 14-56. Effect of license revocation.

- (a) Immediately upon revocation of any license issued pursuant to any provision of this chapter, it shall be unlawful for any person to continue to engage in the business, occupation or other activity for which that license was issued, and for any officer, director or manager of a corporate licensee or any partner or manager of a partnership licensee to assist or permit such continuation.
- (b) A license that has been revoked may not be reissued until the basis for the revocation has been cured.
- (c) No revocation of a license issued pursuant to this chapter 18 shall entitle a licensee to a refund of any portion of any fee paid to the city for such license.

(Code 1982, § 18-148; Ord. No. 4543, § 5, 7-28-1992; Ord. No. 4581, § 4, 2-23-1993)

Secs. 14-57—14-85. Reserved.

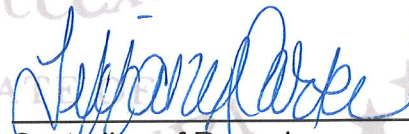
**CERTIFIED
REVOCATION ORDER
FROM THE STATE OF
MISSOURI
DEPARTMENT OF
REVENUE**

MISSOURI DEPARTMENT OF REVENUE
Certification Under §302.312, RSMo

My name is Tiffany Carter

I am of sound mind, capable of making this certification, and personally acquainted with the facts herein stated:

Under Section 302.312 of the Revised Statutes of Missouri, I the undersigned, do hereby certify that I am a duly-appointed custodian of records for the Missouri Department of Revenue and the records attached hereto are true and accurate copies of papers, documents, and records lawfully deposited or filed in the offices of the Missouri Department of Revenue.



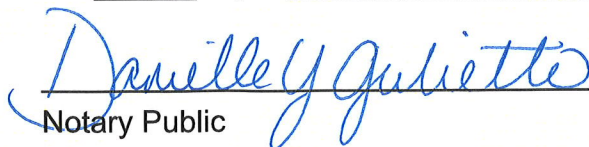
Custodian of Records
Missouri Department of Revenue

So certified this 22 day of November, 2024.

STATE OF MISSOURI)
) SS
COUNTY OF COLE)

In witness whereof I have hereunto subscribed my name and affixed my official seal on

this 22 day of November, 2024.


Notary Public

NOTARY PUBLIC - NOTARY SEAL
DANIELLE Y. JULIETTE
State of Missouri
Cole County
My Commission Expires: Jan. 20, 2027
Commission #15398805



MISSOURI DEPARTMENT OF REVENUE
 TAXATION DIVISION
 PO BOX 1646
 JEFFERSON CITY, MO 65105-1646

Date: August 27, 2024

REVOCATION ORDER

MAPE VAPE LLC
 7213 MANCHESTER RD
 MAPLEWOOD, MO 63143-2402

FEIN: 465459831

Notice Number: 2049193064

Telephone: 573-526-5102
 Fax: 573-522-3218
 Email: revocations@dor.mo.gov

The Department of Revenue previously notified you by a Ten Day Demand Notice that your sales tax account was in default.

You are hereby notified that under Missouri law your Missouri retail sales tax licenses are revoked. This revocation order does the following:

1. Renders null and void any city or county occupational license or any state license which is required for conducting retail business.
2. Requires you to file all necessary returns on your entire account, pay the total balance due by cashier's check or money order, reapply for your Missouri retail sales tax license, and repost any required bond.
3. Releases your name, business name, address of all locations, and revocation date to the public.

The total amount of tax, additions to tax, penalty, and interest now due is on the enclosed Statement of Delinquent Periods.

Effective immediately, you can no longer make retail sales in the state of Missouri. You are advised that the operation of a business without a valid Missouri retail sales tax license is a class A misdemeanor. Continued operation will subject you to a penalty up to \$500.00 for the first day, \$100.00 per day thereafter, not to exceed \$10,000.00, in addition to any other penalties or interest as prescribed in chapter 144, RSMo. This authority is granted under Section 144.118.1, RSMo.

The following accounts must comply with this revocation order.

ID	Type	Account Name
22211781	MISSOURI ID	MAPE VAPE