



**WORK SESSION MEETING
OF THE
CITY COUNCIL
City of Maplewood, Missouri**

City Council Chambers, City Hall
7601 Manchester Road, Maplewood, MO 63143

**Tuesday, May 13, 2025
6:00 PM**

AGENDA

1. Call to Order
2. Roll Call
3. Board and Commission Applicant “Pitches” (Up to 90 Seconds)
4. Board and Commission Applicant Discussion and Recommendations
5. Draft 2 Budget Update
6. City Hall and Police Facility Upgrade Project Decision Timeline Discussion
7. Adjournment

Addressing the Council

Individuals wishing to speak during Public Hearings or Public Comment periods must sign in before the meeting and will be called to the podium when it is their turn. Each speaker has a three-minute time limit. Written comments may be emailed to cityclerk@maplewoodmo.gov by 12:00 PM (noon) on the meeting day. The Council will receive all emailed comments, but comments will not be read aloud during the meeting.

Accessibility Notice

The City of Maplewood is committed to making public meetings accessible to all residents. To request accommodations or assistance, please contact the Deputy City Clerk at cityclerk@maplewoodmo.gov or 314-646-3602, or Relay Missouri at 800-736-2966 (TTY). Please make your request at least 48 hours prior to the meeting to ensure appropriate arrangements can be made.

Virtual Access

Watch this meeting live or view previous meetings at www.youtube.com/@cityofmaplewood8819

Posted on May 9, 2025, at Maplewood City Hall and maplewoodmo.gov

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: May 8, 2025
Re: **2025 Board & Commission Appointments**

The enclosed materials are compiled to support your recommendations for board and commission appointments.

Member Roster

This is a chart of all current members showing term expiration dates and vacancies. Current members who are not reapplying and existing vacancies are highlighted in blue. Current members who have reapplied are highlighted in yellow. For commissions with special membership requirements, member type is indicated by R (resident), NR (non-resident), and/or B (business community).

2025 Applicants

This is a matrix of all applicants showing their placement preferences (ranked 1 through 9). The matrix also indicates which current members have applied for reappointment, as well as the number of term expirations and the number of vacancies for each commission. Special membership requirements for specific commissions are described in the document.

Please note the following as you consider and discuss the applicants:

- The Design & Review Board/Historic Preservation Commission requires three (3) representatives of the business community, and at least three members who are Maplewood residents. Currently, the five-person board has only two (2) business community representatives and three (3) residents (with Dana Valenti fulfilling both requirements).
- Special Business District appointees must own a property or operate a licensed business within the SBD boundaries. There is currently one (1) vacancy on that commission, with only one eligible applicant (Nikki Bisel) who has applied for reappointment.
- The Sustainability Commission requires five (5) Maplewood residents and two (2) individuals who work in Maplewood. There are two (2) expiring terms for resident members (Stefan Denson and Thomas VanSchaik), both of whom have applied for reappointment.
- There are also vacancies on the Human Services Commission (1), Library Board (1), Parks & Recreation Commission (2), and Plan & Zoning Commission (1) that will need to be filled.

2025 Member Roster - City of Maplewood Boards and Commissions

Reapplied

Vacant or Not Renewing

BOARD OF ADJUSTMENT & HOUSING BOARD OF APPEALS	CIVIL SERVICE COMMISSION	DESIGN & REVIEW BOARD / HISTORIC PRESERVATION COMMISSION
<p>5 Members & 1 Alternate Five-Year Term</p> <p>Douglas DeLong - 2027 Patrick Jugo - 2028 Brian Newman - 2028 Linda Robinson - 2028 Melanie Brady (alt.) – 2028 Van-Lear Eckert – 2029 Gus Wimmer-Brown (alt.) – 2030</p>	<p>5 Members Four-Year Term</p> <p>Jeanenne Dallas – 2026 Linda Robinson – 2026 Melanie Brady -2027 Dennis Gorg - 2027 Jenny Schmidt – 2027</p>	<p>5 Members (3 Business) Three-Year Term</p> <p>Lauren Savel – 2025 (R) DJ Howard – 2026 (R) Sean O’Gorman – 2027 (B) Dana Valenti – 2027 (B, R) Ray Crader – 2027 (R)</p>
HUMAN SERVICES COMMISSION	LIBRARY BOARD	PARKS & RECREATION COMMISSION
<p>9 Members (3 Residents) Three-Year Term</p> <p>Serina Makunda – 2025 (R) Dessa Shuckerow – 2025 (R) Mary Killian – 2026 (R) Jenna Mueller – 2026 (R) Jeanenne Dallas – 2026 (R) Amber Schanter – 2026 (R) Lizzie Wiley – 2027 (R) Lauren Schuchmann – 2027 (R) Adam Valencic – 2027 (R)</p>	<p>9 Members Three-Year Term</p> <p>Kim Gifford – 2025 Kripanidhi Nithya – 2025 Kristen Spencer – 2025 Martin Brenner - 2026 Corinne Char - 2026 Evan Loveless – 2026 Dan Rubin – 2026 Ashleigh Johnson – 2027 Tamara Scrivner – 2027</p>	<p>9 Members Three-Year Term</p> <p>Kenan Ender – 2025 Johnny Lewis – 2025 Beth Newman – 2025 Steve Brewer - 2026 Mary Killian - 2026 Laine Schenkelberg – 2026 VACANT – 2027 Sarah Walker – 2027 Pavin White – 2027</p>
PLAN & ZONING COMMISSION	SPECIAL BUSINESS DISTRICT TAX ADVISORY COMMISSION	SUSTAINABILITY COMMISSION
<p>7 Members Four-Year Term</p> <p>Brad Jackson - 2026 Pickett Lema - 2026 Kevin Sullivan - 2026 Colin Bassett – 2026 James Breihan – 2026 Mark Vanden Akker – 2028 VACANT – 2028</p>	<p>7 Members (All Business) Three-Year Term</p> <p>VACANT – 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)</p>	<p>7 Members (2 Business) Three-Year Term</p> <p>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)</p>

2025 APPLICANTS - BOARDS AND COMMISSIONS

# OF TERM EXPIRATIONS			0	0	1	2	3	4	0	1	2						
# OF VACANCIES*			0	0	1	1	1	2	1	1	0						
FIRST NAME	LAST NAME	STATUS	BOARD OF ADJUSTMENT	CIVIL SERVICE	DESIGN & REVIEW, HISTORIC PRESERV	HUMAN SERVICES	LIBRARY	PARKS & RECREATION	PLAN & ZONING	SPECIAL BUSINESS DISTRICT	SUSTAINABILITY	RESIDENT	WORKS FOR MAPLEWOOD BUSINESS	MAPLEWOOD BUSINESS OWNER	BUSINESS / COMMERCIAL PROPERTY OWNER IN SBD	DATE SUBMITTED	NOTES
Stefan	Denson	Incumbent									1	Y	N	N	N	4/7/2025	
Brad	Jackson	New	7	5	8	1	6	4	2	3	9	Y	Y	Y	Y	4/8/2025	Already serving on P&Z
Beth	Newman	Incumbent						1				Y	N	N	N	4/11/2025	
Thomas	VanSchaik	Incumbent					3	2			1	Y	N	N	N	4/15/2025	
Matt	Coriell	New			2				1			Y	N	N	N	4/16/2025	
Nikki	Bisel	Incumbent			1					1		Y	Y	Y	Y	4/18/2025	
Kristin	Spencer	Incumbent					1					Y	N	N	N	4/21/2025	
Dalton	Webb	New							1			Y	N	N	N	4/24/2025	
Marie	Long	New	5	2		1	3	4				Y	N	N	N	4/25/2025	
Bridgette	Edgehill	New		1	3	6	4	5		2	7	Y	N	N	N	4/25/2025	
Andy	Noelker	New				3			1		2	Y	N	N	N	4/26/2025	
Patty	DeForrest	New					3	1			2	Y	N	N	N	4/28/2025	
Theresa	Rodgers	New	9	3	4	1	2	5	6	7	8	Y	N	N	N	5/1/2025	
DJ	Howard	New	2	3		7	8	4	1	5	6	Y	N	N	N	5/2/2025	Already serving on Design & Review
Johnny	Lewis	Incumbent						1				Y	N	N	N	5/2/2025	
Kenan	Ender	New	4	5	4	3	9		1			Y	N	N	N	5/2/2025	
Clayton	Merritt	New						2			1	Y	N	N	N	5/4/2025	
Fiach	Mikunda	Incumbent				1						Y	N	N	N	5/4/2025	
Kim	Gifford	Incumbent		5		2	1	3			4	Y	N	N	N	5/4/2025	
Brad	Nicklas	New						1	2			Y	N	N	N	5/7/2025	Applied after May 5 deadline

*Not seeking reappointment: Lauren Savel (Design & Review), Dessa Shuckerow (Human Services), Kripanidhi Nitha (Library - termed out). Incumbent seeking appointment to different commission: Kenan Ender (Parks). Existing vacancies: Parks & Recreation (1), Plan & Zoning (1), SBD (1)

Special Membership Requirements

Design & Review	Three (3) members shall be representative of the business community. At least three (3) members must be Maplewood residents
Human Services	Members are comprised of at least three (3) Maplewood residents
SBD	Individuals who own property or operate as a municipally licensed business within the boundaries of the district
Sustainability	Five (5) Maplewood residents and two (2) business persons who work in Maplewood

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: May 8, 2025
Re: **Draft 2 FY25-26 Budget**

Draft 2 of the FY26 budget will be available for your review at our May 13 work session. This revised draft incorporates the changes and updates we discussed during our budget work sessions on May 6, 7, and 8.

The updated document reflects the Council’s feedback regarding project prioritization, potential deferrals, and strategic adjustments to help address fiscal challenges while maintaining essential services and infrastructure investments.

The Finance Director and I are finalizing these modifications and will distribute the revised budget documents no later than the morning of May 13. We will review the adjustments in ClearGov during the work session meeting.

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: May 8, 2025
Re: **City Hall and Police Facility Upgrade Project Decision Timeline**

On April 22, the City Council received presentations from Navigate Building Solutions regarding the feasibility study for police facility and City Hall renovations, and from UMB Bank regarding potential financing options. These presentations provided information about facility needs, conceptual designs, estimated costs, and financing mechanisms.

Council approved funding in the current fiscal year budget to conduct a facility needs assessment, focusing initially on police department operational deficiencies. The assessment subsequently expanded to include the entire City Hall complex for two primary reasons:

1. Changes to police department space would create vacancies elsewhere in City Hall requiring thoughtful reallocation.
2. City Hall has not undergone a comprehensive update since 2009, when energy efficiency improvements, communications infrastructure, and accessibility enhancements were implemented.

The current police facility has significant operational constraints that will be highlighted in the finalized CALEA accreditation review. The department's 32 sworn officers operate in extremely limited space, with officers working in a multi-purpose room with minimal workspace. Essential components are missing, notably a sally port and adequate booking area, which impacts operational effectiveness.

The feasibility study presented two options:

1. Renovating and expanding the existing facility at an estimated cost of \$10.6 million
2. Constructing a new police facility at approximately \$15.6 million

Based on Council's initial feedback, the renovation and expansion option appears to be the preferred approach for further consideration.

UMB Bank's analysis demonstrated that general obligation bonds would be the most cost-effective financing mechanism for a project of this scale. Their presentation showed that the City has substantial debt capacity, with a current debt margin of nearly \$50 million.

The City's debt service levy history provides important context:

- The City's current debt service levy is \$0.28 per \$100 of assessed valuation, which generates approximately \$801,155 annually based on our 2025 assessed valuation of \$293,072,673.

- Currently, this levy funds debt service for the Series 2015 Bonds (which will be fully retired in 2034) and the Series 2024 Bonds.
- To fund a \$10 million bond issue for the facility project, the debt service levy would need to increase to approximately \$0.50 per \$100 of assessed valuation.
- Our legal debt limit (20% of assessed valuation) is \$58,614,534, and with current outstanding general obligation bonds of \$8,815,000, our legal debt margin is \$49,799,534, providing ample capacity for this project.
- The debt service on a \$10 million bond issue would be structured to maintain consistent annual payments of approximately \$810,000 over a 20-year term.

If Council wishes to pursue this project through general obligation bonds, we would need to place a proposition on a future ballot for voter approval. To ensure optimal voter turnout, the general municipal election in April would be the most appropriate election date.

This gives the Council two primary options to consider:

1. April 7, 2026 Municipal Election
 - Notice to election authority due: January 27, 2026
 - Four-sevenths (57.14%) majority required
 - Construction could begin in summer 2026
2. April 6, 2027 Municipal Election (projected date)
 - Would allow additional time for project refinement
 - Four-sevenths (57.14%) majority required
 - Construction would be delayed until summer 2027

Both options have advantages. The April 2026 timeline would address facility needs sooner but requires more immediate action. The April 2027 timeline provides additional planning time but delays addressing the operational deficiencies for another year.

For either election option, key decision points include:

1. May - June 2025: Council determination of whether to proceed with the proposed renovation project
2. June - July 2025: If proceeding, establish project priorities and any desired modifications to the conceptual design
3. July - September 2025: Finalize financing strategy and authorize preparation of bond proposition language

I recommend that Council discuss these timeline options at the May 13 work session and provide direction on:

1. Whether there is consensus to move forward with the City Hall/Police facility renovation project
2. Whether the April 2026 or 2027 municipal election is preferred for the bond proposition
3. What additional information Council needs to make these determinations

No formal action is required at the work session, but your guidance will help staff prepare for future decision points. Following the May 13 discussion, we can bring formal recommendations to a regular Council meeting for official action if desired.

Attachments

2026 Bond Election Calendar

UMB General Obligation Bond Analysis



A PROFESSIONAL CORPORATION
ATTORNEYS AT LAW

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816-221-1000

ONE METROPOLITAN SQUARE
211 NORTH BROADWAY, SUITE 2350
ST. LOUIS, MISSOURI 63102-2741
314-436-1000

DRAFT
July 29, 2024

BOND ELECTIONS IN MISSOURI IN 2026*

The following schedule shows the available bond election dates for political subdivisions and special districts in Missouri in 2026 and the deadline dates for filing notice of a proposed bond election with the election authority (i.e., county clerk or, where established, board of election commissioners). Under special circumstances set out in Section 115.123, RSMo, bond elections and school district levy elections may be held on days other than those shown below. Elections may be conducted by mail ballot if certain conditions set out in Section 115.652 are met.

Notice to Election Authority (<u>Tuesdays</u>)	Election Days (<u>Tuesdays</u>)
November 25	February 3 ⁽¹⁾
January 27	April 7 ⁽²⁾
May 26	August 4 ⁽²⁾
August 25	November 3 ⁽²⁾

Notes:

⁽¹⁾ Bond election only; no other issues allowed.

⁽²⁾ General obligation bond questions submitted on the following election days require a four-sevenths majority (instead of the two-thirds majority required for all other election dates):

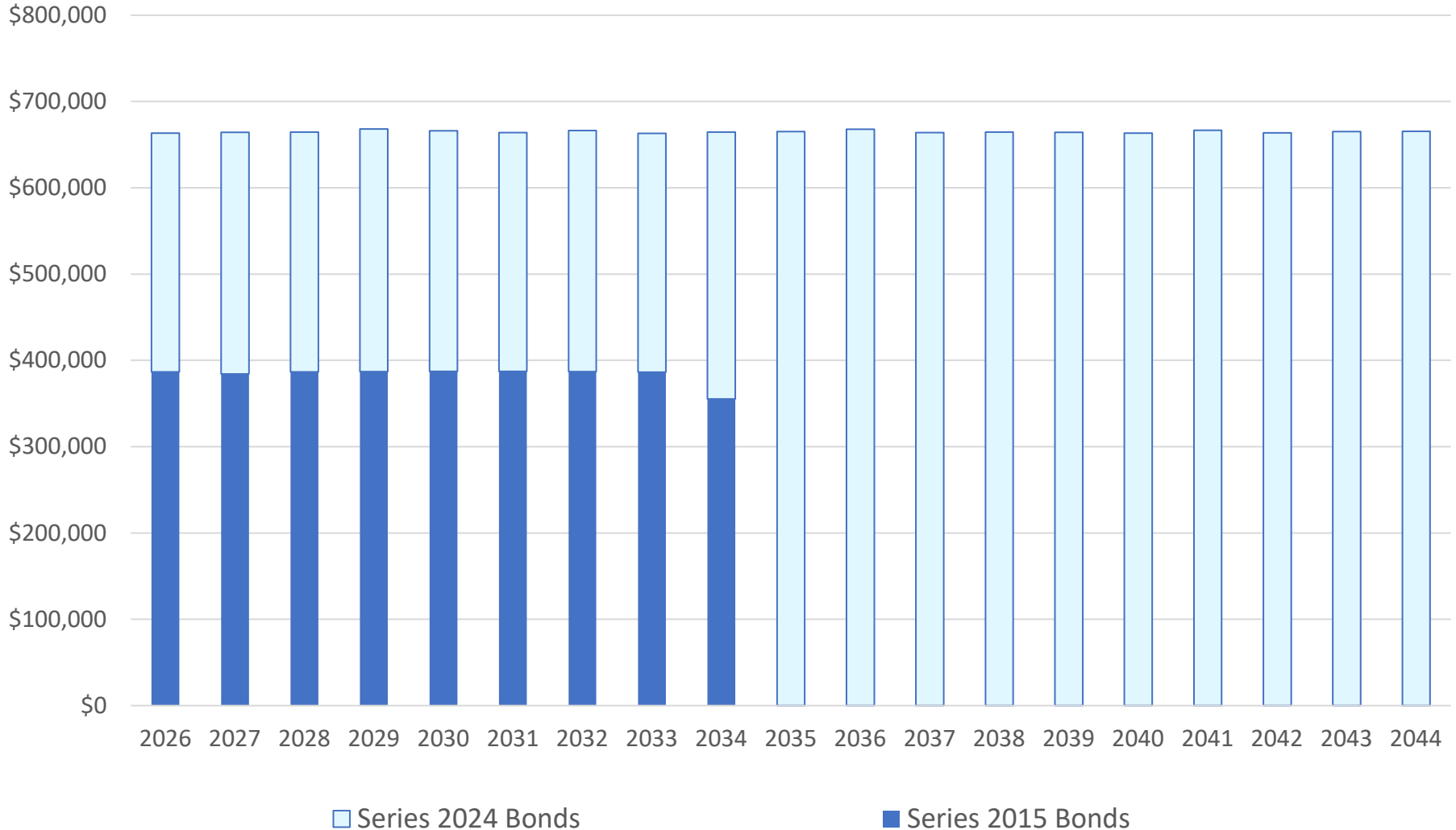
- (i) April 7 (general municipal election day).
- (ii) August 4 (primary election day).
- (iii) November 3 (general election day).

* This 2026 Election Calendar is subject to change if legislation is passed by the General Assembly in 2025 that affects election dates.

City of Maplewood – Outstanding General Obligation Bonds



Annual Debt Service Paid from Debt Service Levy of \$0.28



City's General Obligation Debt Margin



2025 Assessed Valuation (Preliminary)	\$293,072,673
Debt Limit (20%* of Assessed Valuation)	58,614,534
Less: General Obligation Bonds Outstanding	(8,815,000)
Legal Debt Margin	<u>\$49,799,534</u>

* 10% for General Purposes and 10% additional for Streets/Sewers

New Money Financing – \$10,000,000 General Obligation Bonds

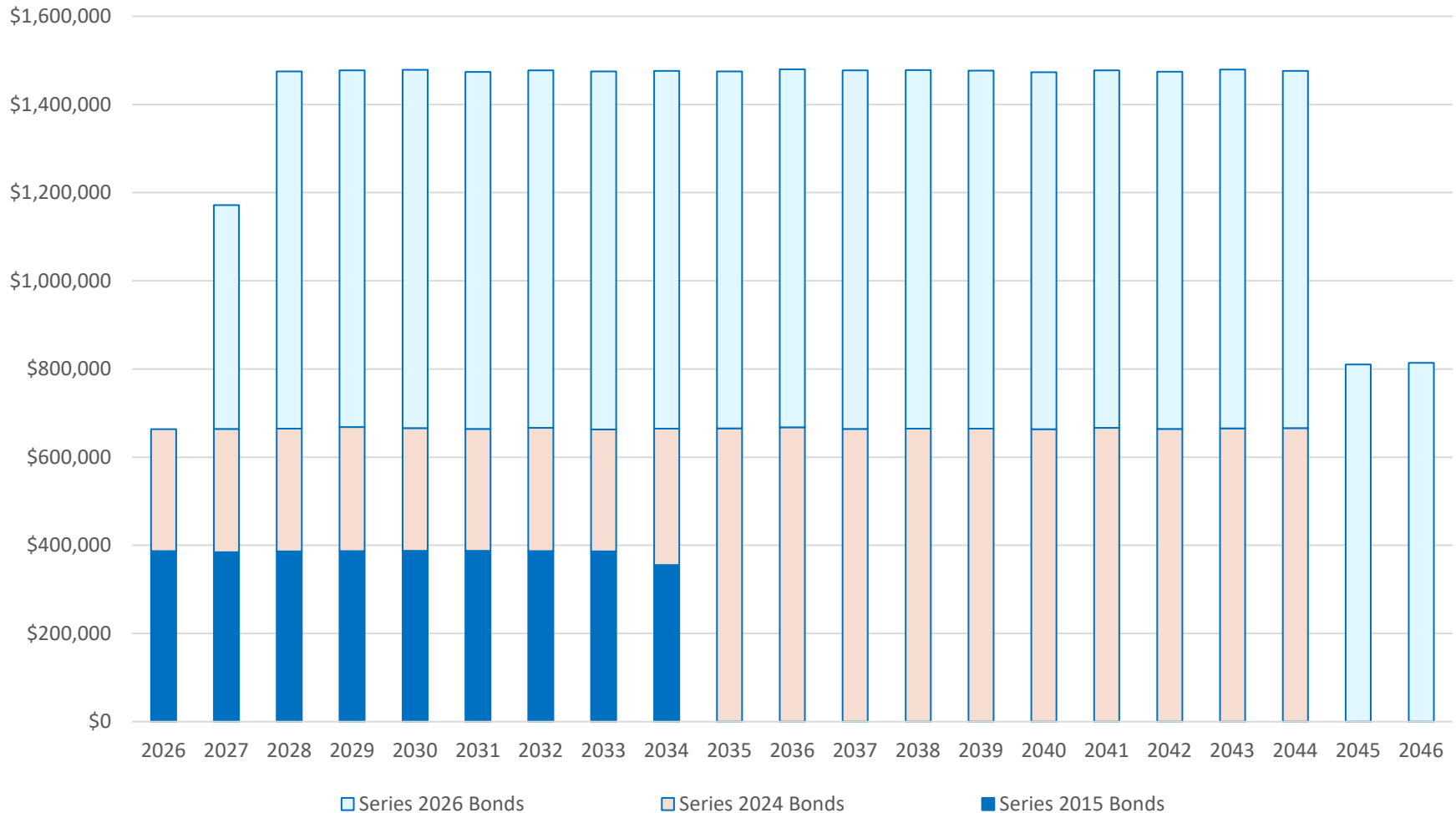


CITY OF MAPLEWOOD General Obligation Bond Program

Tax Year	Debt Year	Assessed Valuation	Tax Rate	Estimated Tax Collection	Collection Rate	Estimated Tax Revenues	Available Fund Balance	Existing Debt			Plus: Series 2024			Plus: Series 2026 Bonds			Estimated Aggregate Debt Service			DSF Balance	% of DS
								Principal	Interest	Debt Service	Principal	Interest	Debt Service	Principal	Interest	Debt Service	Principal	Interest	Debt Service		
2023	2024	\$250,389,048	0.28	\$701,089	97.63%	\$684,474	\$486,358	\$49,450	\$49,450								\$49,450	\$49,450	\$436,908	58%	(a)
2024	2025	253,087,270	0.28	708,644	97.63%	691,849		\$290,000	93,200	383,200	\$175,000	\$108,572	\$283,572				\$465,000	201,772	666,772	461,985	69%
2025	2026	293,072,673	0.28	820,603	97.63%	801,155		300,000	86,675	386,675	35,000	241,800	276,800				335,000	328,475	663,475	599,666	90%
2026	2027	293,072,673	0.50	1,465,363	97.63%	1,430,634		305,000	79,175	384,175	40,000	240,050	280,050	\$195,000	\$312,500	\$507,500	540,000	631,725	1,171,725	858,575	73%
2027	2028	293,072,673	0.50	1,465,363	97.63%	1,430,634		315,000	71,550	386,550	40,000	238,050	278,050	320,000	490,250	810,250	675,000	799,850	1,474,850	814,359	55%
2028	2029	293,072,673	0.50	1,465,363	97.63%	1,430,634		325,000	62,100	387,100	45,000	236,050	281,050	335,000	474,250	809,250	705,000	772,400	1,477,400	767,593	52%
2029	2030	293,072,673	0.50	1,465,363	97.63%	1,430,634		335,000	52,350	387,350	45,000	233,800	278,800	355,000	457,500	812,500	735,000	743,650	1,478,650	719,578	49%
2030	2031	293,072,673	0.50	1,465,363	97.63%	1,430,634		345,000	42,300	387,300	45,000	231,550	276,550	370,000	439,750	809,750	760,000	713,600	1,473,600	676,612	46%
2031	2032	293,072,673	0.50	1,465,363	97.63%	1,430,634		355,000	31,950	386,950	50,000	229,300	279,300	390,000	421,250	811,250	795,000	682,500	1,477,500	629,746	43%
2032	2033	293,072,673	0.50	1,465,363	97.63%	1,430,634		365,000	21,300	386,300	50,000	226,800	276,800	410,000	401,750	811,750	825,000	649,850	1,474,850	585,530	40%
2033	2034	293,072,673	0.50	1,465,363	97.63%	1,430,634		345,000	10,350	355,350	85,000	224,300	309,300	430,000	381,250	811,250	860,000	615,900	1,475,900	540,265	37%
2034	2035	293,072,673	0.50	1,465,363	97.63%	1,430,634					445,000	220,050	665,050	450,000	359,750	809,750	895,000	579,800	1,474,800	496,099	34%
2035	2036	293,072,673	0.50	1,465,363	97.63%	1,430,634					470,000	197,800	667,800	475,000	337,250	812,250	945,000	535,050	1,480,050	446,683	30%
2036	2037	293,072,673	0.50	1,465,363	97.63%	1,430,634					485,000	179,000	664,000	500,000	313,500	813,500	985,000	492,500	1,477,500	399,817	27%
2037	2038	293,072,673	0.50	1,465,363	97.63%	1,430,634					505,000	159,600	664,600	525,000	288,500	813,500	1,030,000	448,100	1,478,100	352,352	24%
2038	2039	293,072,673	0.50	1,465,363	97.63%	1,430,634					525,000	139,400	664,400	550,000	262,250	812,250	1,075,000	401,650	1,476,650	306,336	21%
2039	2040	293,072,673	0.50	1,465,363	97.63%	1,430,634					545,000	118,400	663,400	575,000	234,750	809,750	1,120,000	353,150	1,473,150	263,820	18%
2040	2041	293,072,673	0.50	1,465,363	97.63%	1,430,634					570,000	96,600	666,600	605,000	206,000	811,000	1,175,000	302,600	1,477,600	216,854	15%
2041	2042	293,072,673	0.50	1,465,363	97.63%	1,430,634					590,000	73,800	663,800	635,000	175,750	810,750	1,225,000	249,550	1,474,550	172,939	12%
2042	2043	293,072,673	0.50	1,465,363	97.63%	1,430,634					615,000	50,200	665,200	670,000	144,000	814,000	1,285,000	194,200	1,479,200	124,373	8%
2043	2044	293,072,673	0.50	1,465,363	97.63%	1,430,634					640,000	25,600	665,600	700,000	110,500	810,500	1,340,000	136,100	1,476,100	78,907	5%
2044	2045	293,072,673	0.50	1,465,363	97.63%	1,430,634								735,000	75,500	810,500	735,000	75,500	810,500	699,041	86%
2045	2046	293,072,673	0.50	1,465,363	97.63%	1,430,634								775,000	38,750	813,750	775,000	38,750	813,750	1,315,926	162%
								<u>\$3,280,000</u>	<u>\$600,400</u>	<u>\$3,880,400</u>	<u>\$6,000,000</u>	<u>\$3,470,722</u>	<u>\$9,470,722</u>	<u>\$10,000,000</u>	<u>\$5,925,000</u>	<u>\$15,925,000</u>	<u>\$19,280,000</u>	<u>\$9,946,672</u>	<u>\$29,226,672</u>		

(a) Calculation reflects ending debt service fund balance in 2024 against the total debt service for the full year including the March 1 principal and interest payments (which are not shown here).

Estimated Annual Debt Service to be paid from Debt Service Levy of approx. \$0.50



Total Property Tax Levy



Rate per \$100 Assessed Value	2024 Tax Rate
City of Maplewood	
Residential Property	\$0.8840
Commercial Property	\$1.4510
Personal Property	\$1.6100
Debt Service	\$0.2800
Maplewood Special Business District	
Residential Property	\$0.0730
Commercial Property	\$0.2200
Personal Property	\$0.0000