



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

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

**Tuesday, August 12, 2025  
6:30 PM**

**AGENDA**

1. Call to Order
2. Roll Call
3. Discussion about Neighborhood Improvements to City-Owned Properties in Ward 2
4. Proposal to Create a Police Advisory Board
5. Adjournment

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**Accessibility Notice**

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*Posted on August 8, 2025, at Maplewood City Hall and [maplewoodmo.gov](http://maplewoodmo.gov)*

# Memorandum



**To:** Mayor and City Council  
**From:** Amber Withycombe, City Manager  
**Date:** August 8, 2025  
**Re:** **Neighborhood Improvements to City-Owned Properties in Ward 2**

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## Background

This work session provides an opportunity to discuss neighborhood investment opportunities in city-owned properties near the intersections of Manchester, Yale, and Lyndover. This discussion responds to ongoing concerns and constructive suggestions we have received from local business owners, residents, and property developers regarding public safety, community engagement, and area improvements.

Over the last several years, staff have received consistent reports from multiple stakeholders regarding activities at and around the Yale bus shelter area. While our police department and social services coordinator have historically taken a service-oriented approach to challenges in the neighborhood—sponsoring a city-hosted Regional Night Out event in the Yale Open Space in the fall, initiating pop-up community events in the neighborhood, and working diligently to connect individuals to services—we continue to receive concerns from residents and business owners about certain activities.

Our approach emphasizes community engagement rather than enforcement, operating strictly within our ordinances and avoiding overpolicing. Given that loitering is not prohibited in Maplewood, we see an opportunity to address concerns by creating inviting “third space” locations that naturally increase foot traffic, foster neighborhood investment and belonging, and generate economic opportunity.

The concerns reported include:

- Regular loitering in the parking lot, bus stop area, sidewalks, and street
- Loud music, public intoxication, and disruptive behavior
- Illegal camping and overnight stays at the bus shelter
- Property damage and theft incidents
- Drug-related activities
- Vehicle repairs being conducted in the city-owned parking lot with expired registrations
- Unauthorized placement of recreational equipment in city parking areas creating noise and parking conflicts

Local business owners report that their customers are being harassed, and prospective tenants at nearby apartment buildings have cancelled applications due to safety concerns. Business owners feel the current situation is hindering economic development in the area, with walk-in businesses experiencing reduced foot traffic due to safety concerns.

Police call data from July 1, 2024, to August 3, 2025, for the Yale bus stop area is attached for Council review and demonstrates the frequency and nature of issues requiring law enforcement response.

### **Actions Already Taken**

Staff have implemented some immediate measures to address these concerns:

- Engaged with residents and business owners in the neighborhood to understand their perspectives and suggestions
- Cut electrical power to the Yale bus shelter to reduce overnight occupancy
- Increased police patrols in the area
- Initiated conversations with MapleGOOD regarding food pantry relocation
- Issued removal notices for unauthorized recreational equipment placed in city parking areas

### **Seeking Council Direction**

Staff is seeking Council feedback and direction on the following proposed interventions to address the documented concerns while improving the neighborhood for all stakeholders:

#### *Policy Changes*

- Extend the existing no camping rule that currently applies to city parks (Sec. 36-85) to include all city-owned properties. This would provide a consistent policy framework across all city properties while maintaining our community-oriented approach to enforcement. The ordinance would primarily serve as a tool to initiate meaningful conversations with unhoused individuals about available social services, housing resources, and alternative locations. Any enforcement actions would prioritize service connection over punitive measures and would be conducted in accordance with applicable state and federal constitutional requirements.

#### *Amenity Relocations*

- Work with MapleGOOD to relocate the food pantry from the bus shelter to a more accessible and appropriate location that better serves the community while reducing conflicts with other area activities.
- Move the bench currently under the bus shelter to the Yale Open Space park to create a more family-friendly gathering area and reduce loitering at the shelter.

#### *Infrastructure Improvements*

- Resurface or restripe the city-owned parking lot near the bus shelter to improve functionality and appearance. This would require reappropriation of capital funds currently appropriated for street and sidewalk improvements.
- Engage the Parks and Recreation Commission in gathering community input for capital investments to improve the Yale Open Space park, creating positive recreational opportunities in the area. This builds on our successful Regional Night Out events held in the space each fall and other community programming initiatives. The Parks Capital budget has \$20,000 appropriated in FY26 for unassigned parks improvements.
- The city's FY26 budget includes two major placemaking investments in the 7100 block of Manchester Road as we prepare for the Route 66 centennial celebration. Additionally, we are investing in a comprehensive master plan design for Manchester Road

streetscaping this year, with implementation scheduled to begin after July 1, 2026. Staff are currently exploring grant opportunities for the project.

#### *Community Engagement*

- The Police Department has initiated conversations with Broadmoor Group about establishing a police community engagement station in their apartment building at 7169 Lyndover Place to increase police presence and community interaction while maintaining our commitment to community-oriented policing and service connection approaches.

#### *Housing and Development*

- Select Development was awarded 4% Low-Income Housing Tax Credits (LIHTC) from MHDC in May for its Maplewood Loop apartments renovation project. The developer has not yet formally initiated a request regarding Chapter 353 tax abatement on the project, but we expect they will do so in the coming months.
- Council might consider additional abatement opportunities for other property and retail developers in the neighborhood to encourage investments that increase foot traffic and create publicly accessible places where people can gather, socialize, and build community connections. Staff continue to engage in conversations with local property owners about development opportunities that would bring positive activity and economic vitality to the area.

Staff welcomes Council feedback on these proposed interventions and seeks additional ideas or modifications that would better serve the community's needs. We are also interested in Council's thoughts on implementation priorities and any alternative approaches that should be considered.

Our overall goal is to improve the resident and visitor experience in the neighborhood while respecting the dignity and rights of all community members and creating spaces where everyone can feel safe and welcome.

# ECDC CAD Call Search

From: 7/1/2024 12:00:00 AM To: 8/3/2025 11:59:59 PM

Agencies: BRWF,BRWP,CLYF,CLYP,MPLF,MPLP,OLVF,OLVP,RKHF,RKHP,RMHF,RMHP,WEBF,WEBP

Priorities: 0.1.2.3.4.5.6.7.9

Incident Number	Incident Date	Report Number	Priority	Primary Unit	Source	Description	Call Notes
Location	City Name	Location Name	Type	Primary Officer	Dispositions	Modifying Circumstance	
MPLP24/00006437	07/05/2024 10:30:15		3	5313	FIELD	PEDESTRIAN CHECK	NO NOTES
MANCHESTER RD / YALE	MAPLEWOOD		PEDCHK	BALWA1	NRN		
MPLP24/00006335	07/02/2024 10:43:48		3	5313	FIELD	PEDESTRIAN CHECK	NO NOTES
YALE AVE / MANCHESTER	MAPLEWOOD		PEDCHK	BRYJ01	NRN		
MPLP24/00007227	07/26/2024 16:39:19		2	5311	911	DISTURBANCE	LARGE GROUP ARGUING IN THE BUS LOOP
MANCHESTER RD / YALE	MAPLEWOOD		DIST	FREST1	NRN	IN PROGRESS	ANONYMOUS MERCHANT ADVISES MORE THAN A DOZEN NO ARGUING. JUST A GROUP PLAYING LOUD MUSIC. CROWD DISPERSED
MPLP24/00007275	07/28/2024 14:02:53		2	5312	PHONE	ASSAULT	MALE SAYS ANOTHER MALE IS TRYING TO HARM HIM CALLER NO LONGER TALKING PHSYICAL NOW ALOT OF YELLING ON THE LINE SHOULD BE AT THE BUS STOP
YALE AVE / MANCHESTER	MAPLEWOOD		ASSAULT	ROBMC2	OTH	IN PROGRESS	
MPLP24/00007310	07/29/2024 15:24:11	MPLP24-00001072	4	5313	PHONE	ORDINANCE VIOLATION	YALE BUS LOOP
MANCHESTER RD / YALE	MAPLEWOOD		ORD	TRATT3	CIT		REPORT OF SUBJECTS DRINKING
MPLP24/00007319	07/29/2024 18:57:25		4	5323	FIELD	EXTRA PATROL	
YALE AVE / MANCHESTER	MAPLEWOOD		XPAT		NRN		CLOSE WATCH OF THE BUS STOP
MPLP24/00007325	07/29/2024 20:54:35		4	5323	FIELD	EXTRA PATROL	
YALE AVE / MANCHESTER	MAPLEWOOD		XPAT	MUHE01	NRN		CLOSE WATCH OF THE BUS STOP
MPLP24/00007720	08/08/2024 23:58:59		3	5321	FIELD	PEDESTRIAN CHECK	NO NOTES
YALE AVE / MANCHESTER	MAPLEWOOD		PEDCHK	KHAF01	NRN		
MPLF00001011	09/11/2024 00:52:02	MPLF2024-00001424	1	3116	PHONE	SICK CASE	WHILE ON PATROL, P.O. KHAN AND I OBSERVED A INDIVIDUAL ASLEEP AT THE YALE BUS STOP. THE SUBJECT WAS IDENTIFIED BY ME DUE TO PAST CALLS REGARDING THE INDIVIDUAL. THE INDIVIDUAL WAS PASSED OUT AND BARELY RESPONSIVE DUE TO CONSUMING ALCOHOL THAT WAS NEAR HIS PERSON. ABBOTT AND MAPLEWOOD FIRE RESPONDED TO THE SCENE AND TRANSPORTED HIM TO ST. MARYS
YALE AVE / MANCHESTER	MAPLEWOOD		FDSICK	3116	AVL	AMBULANCE AND ENGINE	
MPLP24/00009494	09/21/2024 20:47:00		2	5321	PHONE	DISTURBANCE	FEMALE BEATING ON A MALE
YALE AVE / MANCHESTER	MAPLEWOOD		DIST	FREST1	NRN	IN PROGRESS	MALE DOES NOT HAVE A SHIRT ON
MPLP24/00009951	10/04/2024 13:16:32		2	5310	PHONE	FIGHT IN PROGRESS	BF BLK SHIRT AND SHORTS PHYSICALLY FIGHTING
YALE AVE / MANCHESTER	MAPLEWOOD		FIGHT	FITAC1	UNF		
MPLP24/00010482	10/18/2024 17:06:52		2	5310	PHONE	STEALING	AT THE BUS STOP MALE CALLER SAYS BM'S TOOK HIS LAWN MOWER BUT GOT THE MOWER BACK NOW AT THE BUS STOP WITH BM'S AND SAYS THERE IS GOING TO BE TROUBLE
YALE AVE / MANCHESTER	MAPLEWOOD		STEAL	FITAC1	DUP	JUST OCCURRED	
MPLP24/00010989	11/01/2024 11:00:08	MPLP24-00001560	3	5311	FIELD	PEDESTRIAN CHECK	NO NOTES
MANCHESTER RD / YALE	MAPLEWOOD		PEDCHK	BARMJ6	NRN		
MPLP24/00011139	11/06/2024 05:31:32		5	5312	PHONE	EXPOSING PERSON	AT THE BUS STOP. HOMELESS WOMAN ON A BENCH. HAS BEEN THERE FOR A WEEK. URINATING ON THE GROUND. PANTS WERE HALFWAY DOWN. SKINNY WF WEARING A
MANCHESTER RD / YALE	MAPLEWOOD		EXPOSING	JABEF1	NRN		AT THE BUS STOP
MPLP24/00011907	11/29/2024 00:49:00		3	5321	FIELD	PEDESTRIAN CHECK	
MANCHESTER RD / YALE	MAPLEWOOD		PEDCHK	KHAF01	NRN		
MPLP24/00012248	12/09/2024 01:13:54		3	5321	FIELD	PEDESTRIAN CHECK	NO NOTES
MANCHESTER RD / YALE	MAPLEWOOD		PEDCHK	KHAF01	NRN		
MPLP25/00002349	03/12/2025 22:17:00		3	5323	PHONE	SUSPICIOUS	B/M W/DREDS W/PANTS DOWN HARASSING PEOPLE AT BUSTOP
MANCHESTER RD / YALE	MAPLEWOOD		SUSACT	ATKR03	NRN		
MPLF00000228	03/13/2025 21:33:56	MPLF2025-00000376	2	3116	PHONE	SICK CASE	40 YO MALE VOMITING
YALE AVE / MANCHESTER	MAPLEWOOD		FDSICK	3116	AVL	AMBULANCE ONLY	HAS BEEN DRINKING
MPLP25/00002853	03/24/2025 22:55:18	MPLP25-00000342	3	5322	FIELD	PEDESTRIAN CHECK	UNIT CALLED OUT ON A PEDCHK
MANCHESTER RD / YALE	MAPLEWOOD		PEDCHK	MUHE01	RPT		ONE DETAINED
MPLP25/00003148	04/01/2025 22:53:31		3	5322	PHONE	INTOXICATED SUBJECT	AT THE BUS STOP WM BF BOTH INTOXICATED, BEING VERY LOUD AND DISRESPECTFUL

MANCHESTER RD / YALE AVE	MAPLEWOOD		INTOX	BARMJ6	NRN		RP IS WAITING FOR A BUS, IS BEING CUSSD OUT AND THREATENED BY THE SUBJECTS
MPLP25/00003529	04/13/2025 17:26:25		2	5321	PHONE	DISTURBANCE	FEMALE HOLLERING AND THROWING THINGS AT THE BUS STOP MAKING A LOT OF NOISE. WF WITH BLK JACKET, PURPLE SHIRT BLU JEANS, BLK TENNIS SHOES, ORANGE HOODIE. SUBJ IS BEING VIOLENT. HAS BEEN THERE SINCE 0530
MANCHESTER RD / YALE	MAPLEWOOD		DIST		GOA	IN PROGRESS	
MPLP25/00003669	04/17/2025 08:02:33		4	5312	PHONE	EMOTIONALLY DISTURBED	
YALE AVE / MANCHESTER	MAPLEWOOD		EDP	RIVD02	NRN	NON VIOLENT	DAMAGING THINGS AT THE BUS STOP
MPLP25/00003671	04/17/2025 09:06:15		4	5313	PHONE	EMOTIONALLY DISTURBED	FEMALE BEING LOUD AND THROWING THINGS. WF GRY HAIR AND BLU JEANS
MANCHESTER RD / YALE	MAPLEWOOD		EDP	FOREC1	NRN	NON VIOLENT	
MPLP25/00003729	04/18/2025 18:07:08		2	5322	PHONE	DISTURBANCE	4 INDI / YELLING AND SCREAMING 3 WM 1F AT THE BUS STOP
MANCHESTER RD / YALE	MAPLEWOOD		DIST	JABEF1	NRN	IN PROGRESS	
MPLF00000397	04/20/2025 00:28:22	MPLF2025-00000616	1	3114	PHONE	SICK CASE	AT THE BUS STOP BM, GRN JACKET, BLU HOODIE UNDERNEATH, BLK PANTS RUNNING OUT INTO TRAFFIC INTOX SUBJECT
MANCHESTER RD / YALE	MAPLEWOOD		FDSICK	3114	AVL	AMBULANCE AND ENGINE	
MPLP25/00003765	04/20/2025 00:17:58		5	5322	PHONE	CHECK WELL BEING	
MANCHESTER RD / YALE	MAPLEWOOD		CHKWELL	ATKR03	NRN		BM, GRN JACKET, BLU HOODIE UNDERNEATH, BLK PANTS RUNNING OUT INTO TRAFFIC
MPLP25/00004231	05/02/2025 18:32:57		3	5321	FIELD	INTOXICATED SUBJECT	LARGE GROUP AT THE PARK DRINKING 5370 AND 71 ALSO ON SCENE
MANCHESTER RD / YALE	MAPLEWOOD		INTOX	FREST1	NRN		
MPLP25/00004300	05/04/2025 17:28:40		4	5322	PHONE	NOISE COMPLAINT	MULTIPLE PEOPLE IN PARKING LOT / LOUD MUSIC / DRINKING SOUNDS LIKE A PARTY WARNING WAS ISSUED. SUBJECTS ADVISED IF NOISE CONTINUES FURTHER ACTION WOULD BE TAKEN.
MANCHESTER RD / YALE AVE	MAPLEWOOD		NOISE	BRYJ01	NRN		
MPLP25/00004314	05/04/2025 23:09:18	MPLP25-00000519	3	5321	FIELD	PEDESTRIAN CHECK	ONE DETAINED
MANCHESTER RD / YALE	MAPLEWOOD		PEDCHK	FREST1	RPT		
MPLP25/00004367	05/06/2025 13:06:28		3	5303	FIELD	PEDESTRIAN CHECK	NO NOTES
YALE AVE / MANCHESTER	MAPLEWOOD		PEDCHK	FERD02	FIR		
MPLP25/00004390	05/07/2025 13:11:24		3	5313	PHONE	DISTURBANCE	B M IN A WHI T SHIRT AND KHAKI PANTS
MANCHESTER RD / YALE AVE	MAPLEWOOD	MANCHESTER LEASING	DIST	ATKR03	NRN	PEACE DISTURBANCE	YELLING AT A FEMALE AT THE BUS LOOP
MPLP25/00004455	05/09/2025 09:58:07		4	5370	MOBILE	ORDINANCE VIOLATION	BASKETBALL HOOP ON PUBLIC PARKING LOT (CITY PROPERTY) 7 DAY NOTICE PLACED ON BASKETBALL HOOP
MANCHESTER RD / YALE	MAPLEWOOD		ORD	HOSD01	NRN		
MPLP25/00004682	05/15/2025 15:38:08	MPLP25-00000554	3	5311	FIELD	PEDESTRIAN CHECK	YALE BUS STOP (MPLP/5311) SUMMONS X2 (MPLP/5311)
YALE AVE / MANCHESTER	MAPLEWOOD		PEDCHK	MUHE01	RPT		
MPLP25/00004736	05/16/2025 18:12:44		4	5323	PHONE	NOISE COMPLAINT	PEOPLE DRINKING AND MAKING NOISE AT THE BS STOP NO ALCOHOL OBSERVED, SUBJECTS AGREED TO TURN DOWN MUSIC
MANCHESTER RD / YALE	MAPLEWOOD		NOISE	BROM02	NRN		
MPLP25/00004749	05/17/2025 01:59:47		3	5321	FIELD	PEDESTRIAN CHECK	SUBJECT LAYING FACE DOWN ON A BENCH COURTESY CONVEY X1 WF TO METRO PLATFORM BEG MI 45442 (MPLP/5321)
MANCHESTER RD / YALE	MAPLEWOOD		PEDCHK	FREST1	NRN		
MPLP25/00005440	06/03/2025 09:59:26		3	5311	PHONE	PEDESTRIAN CHECK	
YALE AVE / MANCHESTER	MAPLEWOOD		PEDCHK	MUHE01	NRN		WARNING FOR DRINKING IN PUBLIC
MPLP25/00005579	06/06/2025 12:36:49		3	5311	FIELD	PEDESTRIAN CHECK	NO NOTES
MANCHESTER RD / YALE	MAPLEWOOD		PEDCHK	KHAF01	NRN		
MPLP25/00005734	06/10/2025 14:41:38		3	5303	FIELD	PEDESTRIAN CHECK	NO NOTES
YALE AVE / MANCHESTER	MAPLEWOOD		PEDCHK	FERD02	NRN		
MPLP25/00005940	06/17/2025 12:16:58		3	5312	PHONE	STEALING	MADE CONTACT WITH RP (XXXXXX) STATED SHE WAS AT THE BUS STOP LOCATED AT YALE AND MANCHESTER ROAD. STATED WHILE AT THE BUSSTOP SHE HAD HER BLACK TRUE RELIGION PURSE WITH HER. INSIDE THE PURSE CONTAINED A FIREARM.
YALE AVE / MANCHESTER RD	MAPLEWOOD		STEAL	MUHE01	NRN	REPORT	
MPLP25/00005982	06/18/2025 14:20:20		3	5313	FIELD	PEDESTRIAN CHECK	UNHOUSED SUBJECT, IDENTIFIED AS (XXXXXX) REQUESTED SOCIAL SERVICES. I EMAILED HER INFORMATION TO THE CRO UNIT AND FIR WAS ENTERED
YALE AVE / MANCHESTER	MAPLEWOOD		PEDCHK	HALL1	FIR		
MPLP25/00006492	07/01/2025 15:27:59		3	5305	FIELD	PEDESTRIAN CHECK	OUT WITH 3 AT THE BUS STOP NO ASSISTANCE NEEDED
YALE AVE / MANCHESTER	MAPLEWOOD		PEDCHK	BOULJ1	NRN		
MPLP25/00006714	07/07/2025 19:48:19		5	5322	PHONE	CHECK WELL BEING	AT THE BUS STOP APPEARS HOMELESS SUBJECTS ARE BUILDING A "HOME" AT THE BUS STOP THERE IS ALSO MALE WALKING IN THE AREA YELLING, UNK IF HAVING MENTAL HEALTH ISSUES
MANCHESTER RD / YALE AVE	MAPLEWOOD		CHKWELL	ATKR03	NRN		
MPLP25/00006764	07/09/2025 08:58:24		2	5311	PHONE	TRESPASSING	HOMELESS PEOPLE LIVING AT THE BUS STOP
7157 LYNDOVER PL	MAPLEWOOD		TRES	RIVD02	NRN	IN PROGRESS	OLDER WM GRAY HAIR, W/F WITH BROWN HAIR
MPLP25/00006799	07/10/2025 00:16:38		3	5322	PHONE	SUSPICIOUS SUBJECT	HEAVYSET WF WITH RED HAIR LOITERING ON THE CORNER, RP THINKS SHE'S POSSIBLY PROSTITUTING AND GENERALLY PANHANDLING
YALE AVE / MANCHESTER	MAPLEWOOD		SUSSUB	ANDPM2	GOA		
MPLP25/00006834	07/11/2025 00:18:17		3	5323	FIELD	PEDESTRIAN CHECK	NO NOTES

MANCHESTER RD / YALE	MAPLEWOOD		PEDCHK	BALWA1	NRN		
MPLP25/00006869	07/12/2025 07:45:34	MPLP25-00000817	2	5311	PHONE	ASSAULT	FEMALE WALKED UP TO 5311 AND TOLD HER SHE WAS JUST ASSAULTED
YALE AVE / MANCHESTER	MAPLEWOOD		ASSAULT	ROBMC2	RPT	JUST OCCURRED	FEMALES BOYFRIEND HAS JUST ASSUALTED HER
MPLP25/00007497	07/28/2025 22:55:08		3	5321	FIELD	PEDESTRIAN CHECK	NO NOTES
MANCHESTER RD / YALE	MAPLEWOOD		PEDCHK	MUHE01	FIR		

# Memorandum



**To:** Mayor and City Council  
**From:** Chief Matthew Nighbor  
**Date:** August 8, 2025  
**Re:** **Police Advisory Board Proposal**

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I am requesting Council's feedback on a proposal to establish a Police Advisory Board. This memo outlines the rationale, structure, and benefits of creating this advisory body to enhance community engagement and support departmental strategic objectives.

Modern policing increasingly emphasizes community partnership and transparency. Many of our peer municipalities have successfully implemented police advisory boards that serve dual purposes: fostering community engagement while providing strategic guidance to police leadership. After reviewing comparable structures in Sunset Hills, Webster Groves, and Creve Coeur, I believe Maplewood would benefit from a similar advisory body tailored to our community's specific needs.

The proposed board would consist of five members serving three-year staggered terms, with membership open to residents, business owners, and property owners within city limits. Members would be appointed by the Mayor with Council approval. The board would meet quarterly with additional meetings as needed.

Primary functions would include advising on police policies and practices, facilitating community-police dialogue, supporting departmental goal achievement, and providing input on strategic planning and resource allocation while enhancing transparency and serving as a community liaison for public safety initiatives.

The board would operate within existing city infrastructure with minimal additional costs, requiring only staff support from the my office for meeting coordination, legal counsel from the City Attorney as needed, and approximately 10 hours of Police Department liaison time quarterly.

Following Council discussion and feedback, the proposed ordinance would undergo legal review and refinement and return to Council for formal consideration at the future regular meeting. If approved, staff would begin recruitment and appointment processes with a target first meeting after January 1. I seek Council's input on the overall concept and proposed structure, the board composition and membership criteria, and the meeting frequency and responsibilities.

I believe this Police Advisory Board will strengthen our community partnerships while supporting our mission to provide exceptional public safety services. I welcome your questions and feedback on this proposal. Although I will be out of town at a Major Case Squad conference during the August 12 work session, Major John LeClerc will attend to answer your questions.

## 1. Board Description

Purpose: The Police Advisory Board serves as a community liaison and strategic advisor to enhance police-community relations, support departmental goal achievement, and ensure policing practices reflect Maplewood's values.

Key Functions:

- Community engagement and feedback facilitation
- Strategic planning and annual goal support
- Policy and procedure review
- Performance enhancement recommendations
- Budget and resource allocation input
- Public safety initiative promotion

Composition: Five Maplewood residents, business owners, or property owners serving three-year staggered terms.

Meeting Schedule: Quarterly (minimum) with additional meetings as needed

Reporting: Annual report to City Council on activities and departmental progress

## 2. Draft Ordinance

### **ARTICLE VII. - BOARDS, COMMISSIONS AND AUTHORITIES - DIVISION 5. POLICE ADVISORY BOARD**

#### **Sec. 2-510. Creation of board; purpose and powers.**

There is hereby established the Police Advisory Board whose purpose is to serve in an advisory capacity to the Mayor, City Council, City Manager, and Chief of Police on matters relating to the operation and strategic direction of the Police Department. The board shall work to enhance community engagement, support public safety goals, and assist the department in achieving its annual objectives. To meet this responsibility, the board shall:

- (1) Advise on police policies, programs, and practices to ensure they reflect community values and priorities while maintaining professional law enforcement standards.
- (2) Facilitate collaboration and engagement between the Police Department and the Maplewood community through regular dialogue and feedback mechanisms.
- (3) Review and provide input on the Police Department's annual goals, strategic plans, and performance metrics, offering recommendations for improvement and enhancement of services.
- (4) Assist in developing strategies to enhance police-community relations, transparency, and accountability.
- (5) Provide community perspective on budgeting priorities, capital improvements, training programs, and administrative procedures affecting police operations.
- (6) Encourage community participation in public safety initiatives and crime prevention programs.

- (7) Review selected policies and procedures to ensure they promote fair, equitable, and effective law enforcement practices.
- (8) Serve as a liaison between the community and the Police Department to address concerns and foster mutual understanding.
- (9) Exercise such other advisory powers and duties as the city council may direct from time to time.

**Sec. 2-511. Members; terms; qualifications.**

The Police Advisory Board shall be composed of five members. Members may include residents of the City of Maplewood and business or property owners operating within the city limits. All members shall serve without compensation. Selection of members will be made to encourage appointment of individuals with an interest in public safety, community engagement, and who represent the diverse perspectives of Maplewood residents and property owners.

Appointments shall be made by the mayor with the approval of the city council. The term of office shall be three years, with members eligible for reappointment. The first appointments made shall be for staggered terms as follows: Two members for three years, two members for two years, and one member for one year; thereafter, appointments for all five members shall be for three years. Appointments to fill vacancies shall be to fulfill unexpired terms only.

No member of the Police Advisory Board may be a current employee of the City of Maplewood Police Department or have immediate family members employed by the department.

**Sec. 2-512. Meetings; quorum; attendance.**

The Police Advisory Board shall meet quarterly, with additional meetings called as necessary. Meetings shall be held in accordance with rules established by the board and all applicable open meeting laws. A simple majority of all members shall constitute a quorum for the transaction of business.

The chairperson of the board is authorized to excuse any member from attendance at a board meeting; provided, that the member requested to be excused before the meeting. Any member who is absent from 50 percent of the regular board meetings held in a calendar year shall automatically forfeit the office. It shall be the duty of the chairperson to promptly notify the city council of any vacancy.

**Sec. 2-513. Election of officers; terms.**

The board shall elect annually a chairperson and secretary from among its members. Each officer shall hold office for a term of one year and shall be eligible for re-election. When there is a vacancy of any elected office, the board shall elect an officer to serve until the next regular annual election. Duties of the officers shall be outlined in the board's rules of procedure.

**Sec. 2-514. Advisors.**

The City Attorney shall be legal advisor to the board. The City Manager and Chief of Police shall serve as advisors and consultants to the board. The Chief of Police or designee shall attend board meetings to provide departmental updates and respond to board inquiries.

**Sec. 2-515. Annual reporting.**

The Police Advisory Board shall submit an annual report to the City Council summarizing its activities, recommendations made, and assessment of the Police Department's progress toward meeting its annual goals.

DRAFT