



**REGULAR MEETING
OF THE
CITY COUNCIL
City of Maplewood, Missouri**

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

**Tuesday, February 24, 2026
7:00 PM**

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Motion to Excuse Council Member(s)
5. Approval of Minutes
 - a. February 10, 2026, City Council work session minutes
 - b. February 10, 2026, City Council regular meeting minutes
6. Public Comment
7. Announcements
8. Presentations:
 - a. Fire Department Annual Report
9. Unfinished Business:
 - a. Bill 6308 – Final Reading: Granting a Conditional Use Permit to Julius Phillips of Vintage Gold 88 to operate an event space at 7170 Manchester Road in the CB Community Business District
 - b. Bill 6309 – Final Reading: Granting a Conditional Use Permit to Alan Thompson of AllStar Tattoo to operate a tattoo and body piercing studio at 7326 Manchester Road in the CB1 Community Business Subdistrict
 - c. Bill 6310 – Final Reading: Granting a Conditional Use Permit to Lori Ventimiglia of Greenwell Goods to operate a vintage and collectible clothing and accessories store at 2719 Sutton Boulevard in the CB Community Business District
 - d. Bill 6311 – Final Reading: Rezoning 2643 Roseland Terrace from CB Community Business District to PA Public Activity District at the request of Crossroads Presbyterian Church

10. New Business

- a. Resolution 26-7: Authorizing the City Manager to enter into an agreement with SWT Design for site concept planning services for the Yale Open Space Park
- b. Resolution 26-8: Authorizing the City Manager to execute a memorandum of understanding with Citizens for Modern Transit for the installation of two transit benches on Manchester Road
- c. Resolution 26-9: Authorizing the City Manager to enter into a 60-month lease agreement for two high-volume multi-function copiers for the Police Department and City Hall administration
- d. Bill 6312 – First and Second Reading: Amending the Maplewood Code of Ordinances, Chapter 50 — Traffic and Motor Vehicles, Section 50-119 — Streets Closed to Commercial Vehicles, to add Folk Avenue

11. Council and Staff Reports:

- a. Mayor's Report
- b. Ward 1 Report
- c. Ward 2 Report
- d. Ward 3 Report
- e. City Attorney's Report
- f. City Manager's Report
 - i. Yale/Manchester neighborhood investment updates

12. Public Comment

13. Motion to hold a Closed Session pursuant to RSMo § 610.021 to discuss legal matters, including litigation and communications from the City Attorney [§ 610.021(1)]

14. Adjournment

Addressing the Council

Individuals wishing to speak during Public Hearings or Public Comment must sign in before the meeting. Each speaker has a three-minute limit. Written comments may be emailed to cityclerk@maplewoodmo.gov by noon on the meeting day and will be provided to Council but not read aloud.

Accessibility Notice

The City of Maplewood is committed to making public meetings accessible. Accommodation requests should be made at least 48 hours before the meeting by contacting the Deputy City Clerk at cityclerk@maplewoodmo.gov or 314-646-3602, or Relay Missouri at 800-736-2966 (TTY).

Virtual Access

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

Posted on February 20, 2026, at Maplewood City Hall and maplewoodmo.gov



RECORD OF PROCEEDINGS

Work Session Meeting of The City Council City of Maplewood, Missouri

**Tuesday, February, 2026
6:00 PM**

1. Call to Order: The meeting was called to order at 6:00 PM, with Mayor Greenberg presiding.

2. Roll Call: The following Council Members were present:

- Council Member Faulkingham
- Council Member Garcia
- Mayor Greenberg
- Council Member Homa
- Council Member Mattox
- Council Member Page
- Council Member Wiley

A quorum was present.

The following individuals were also present:

- City Manager Withycombe
- City Attorney Hetlage
- Alexis Miller, Director of Finance
- Celeste Grayer, Social Services Coordinator for Maplewood and Richmond Heights
- Todd Hughes, Public Works and Planning Director
- Tiffany Hyde, Resource Development and Public Engagement Manager
- Laura Miller, Community Development Director
- Matt Nighbor, Police Chief
- Pete Marsac, Fire Chief

3. State of the City and Strategic Budget Priorities Town Hall

The City Manager presented a State of the City overview to summarize:

1. Fiscal year 2025 year-end results
2. Progress on projects and goals during the current fiscal year (2026)
3. Preliminary priorities for development of the fiscal year 2027 budget.
4. Fiscal year 2027 budget development timeline.

The City Manager invited continued Council and public feedback as fiscal year 2027 budget development proceeds.

Department Heads were present to answer Council's questions regarding specific departmental objectives.

4. Adjournment

Motion to Adjourn: Council Member Faulkingham

Seconded by: Council Member Homa

Outcome: Unanimously approved by voice vote.

With no remaining matters to be discussed, the meeting adjourned at 6:57 PM.

Certification:

I certify that the above minutes are a true and accurate record of the City Council work session held on **February 10, 2026.**

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Date Approved: February 10, 2026

DRAFT



RECORD OF PROCEEDINGS

Regular Meeting of The City Council City of Maplewood, Missouri

**Tuesday, February 10, 2026
7:00 PM**

1. Call to Order: The meeting was called to order at 7:07 PM, with Mayor Greenberg presiding.

2. Pledge of Allegiance: The Pledge of Allegiance was recited.

3. Roll Call: The following Council Members were present:

- Council Member Faulkingham
- Council Member Garcia
- Mayor Greenberg
- Council Member Homa
- Council Member Mattox
- Council Member Page
- Council Member Wiley

A quorum was present.

4. Motion to Excuse Council Member

- None needed

5. Approval Minutes:

- a. **January 27, 2026. City Council work session meeting minutes**
- b. **January 27, 2026, City Council regular meeting minutes**

Motioned by: Council Member Faulkingham

Seconded by: Council Member Homa

Outcome: Approved unanimously by voice vote.

6. Public Hearings:

- a. **Request by Julius Phillips of Vintage Gold 88 for a Conditional Use Permit to operate an event space at 7170 Manchester Road in the CB Community Business**

The mayor opened the public hearing.

- Applicant Presentation: None
- Public Comment: None

The public hearing was closed.

- b. **Request by Alan Thompson of AllStar Tattoo for a Conditional Use Permit to operate a tattoo and body piercing studio at 7326 Manchester Road in the CB1 Community Business Subdistrict**

The mayor opened the public hearing.

- Applicant Presentation: The applicant stated the business would be relocating to the proposed address and would continue to operate as currently structured with expanded services.
- No members of the public signed up to speak.

The public hearing was closed.

c. Request by Lori Ventimiglia of Greenwell Goods for a Conditional Use Permit to operate an antique, vintage, and collectible retail shop at 2719 Sutton Boulevard in the CB Community Business District

The mayor opened the public hearing.

- Applicant Presentation: The applicant described the business as a highly curated vintage boutique
- Gabe McKee, owner of a neighboring business, offered support.

The public hearing was closed.

d. Request by Crossroads Presbyterian Church to rezone 2643 Roseland Terrace from CB Community Business District to PA Public Activity District

The mayor opened the public hearing.

- Applicant Presentation: The applicant stated the church purchased the property due to growth and space limitations. The home will be used for small meetings, office space, or potentially as a future parsonage. No exterior structural changes are planned.
- Resident Sarah Weinman (Ward 2) expressed concerns regarding parking, street noise, security, sidewalk snow removal, lighting, and neighborhood impact.
- Applicant Response: Attendees will be directed to park in the church parking lots, street parking will be discouraged, an alarm system will be installed, and snow removal procedures will be addressed. Electrical upgrades to the home are planned, which will address lighting. Any outdoor activities will be managed to minimize disruption.
- Resident Susan Schultz spoke regarding the proposed rezoning. She stated that converting the property from residential to institutional use will reduce housing availability, remove the property from the tax rolls, and impact City revenue for essential services. She stated that the conversion would be inconsistent with broader housing preservation efforts and noted the availability of vacant commercial space in the community. She also cited concerns regarding property maintenance and neighborhood impact. She urged council to prioritize preservation of residential housing and protection of the City's tax base

The public hearing was closed.

7. Public Comment:

- Harlie Frankel (property manager) appeared before Council to request consideration of changing the apartment inspection schedule from annually to every two years. He stated that the online application process is difficult and the annual inspection costs are a burden.
- John Niehaus (Ward 3) appeared to provide an update regarding the Side Project Brewing Parking lot. He stated that construction began prior to plan approval, resulting in a stop work order. He further reported that a recently installed light pole illuminates his backyard and neighboring properties. He referenced a prior statement that light spillover onto adjacent properties would violate City code and requested that the light be turned off until lighting plans are formally approved.

During the 1/27/2026 Council Meeting, city staff reported that during periods of extreme cold, Maplewood United Methodist Church hosted overnight prayer vigils that were advertised as emergency overnight shelter to unhoused persons. The property is not currently zoned to permit

emergency overnight shelter operations. The following individuals appeared before Council to speak regarding this matter:

- Andy Noelker (Ward 3) spoke in support of the prayer vigils, describing them as meaningful community gatherings that foster connection among residents, including unhoused individuals. He urged Council to allow the events to continue.
- Leslie Keuss (Ward 2) spoke in support of the vigils, describing them as compassionate community gatherings that provide connection and care during extreme weather.
- Chris Dunn (Ward 3) spoke in support of the vigils and encouraged the city to focus on broader safety goals rather than enforcement action.
- Deborah Sheperis (Ward 3) stated that she lives near the church and has not observed safety concerns. She described overnight church gatherings as consistent with traditional church activities.
- Rev. Kristen Lesley (Webster Groves) spoke in support of the vigils, stating they provided meaningful community dialogue and connection.
- Colleen Cunningham (Ward 1) spoke in support of the vigils, describing them as beneficial community gatherings during the extremely cold weather.
- Sarah Kaplan (Richmond Heights) spoke in support of the vigils, describing them as positive and safe community events.
- Lizzie Wiley (Ward 1) spoke in support of the vigils, citing religious assembly rights and urging the City not to prevent future overnight prayer gatherings.

City representatives have previously clarified that while routine church activities are permitted, including overnight prayer vigils, advertising or operating as an emergency overnight shelter would require appropriate zoning approval.

8. Announcements:

- Council Member Garcia announced that the city's annual Coffee Crawl will be held on March 21

10. New Business:

a. Resolution 26-5: Executing a municipal stormwater grant participation agreement with the Metropolitan St. Louis Sewer District

Motion to approve: Council Member Faulkingham

Seconded by: Council Member Homa

Discussion: None

Roll Call Vote:

- Council Member Faulkingham - Yes
- Council Member Garcia - Yes
- Mayor Greenberg - Yes
- Council Member Homa - Yes
- Council Member Mattox - Yes
- Council Member Page - Yes
- Council Member Wiley – Yes

Outcome: The resolution was approved.

b. Resolution 26-6: Removing Melanie Brady from the Board of Adjustment and Housing Board of Appeals

Motion to approve: Council Member Faulkingham

Seconded by: Council Member Homa

Discussion: It was confirmed that the removal is due to non-attendance and non-communication from the member.

Roll Call Vote:

- Council Member Faulkingham - Yes
- Council Member Garcia - Yes
- Mayor Greenberg - Yes
- Council Member Homa - Yes
- Council Member Mattox - Yes
- Council Member Page - Yes
- Council Member Wiley - Yes

Outcome: The resolution was approved.

c. Bill 6308: Granting a Conditional Use Permit to Julius Phillips of Vintage Gold 88 to operate an event space at 7170 Manchester Road in the CB Community Business District

Motion to read the bill: Council Member Faulkingham

Seconded by: Council Member Homa

Voice vote: All in favor

Bill 6308 was given its first reading.

Motion for the Second reading: Council Member Faulkingham

Seconded by: Council Member Homa

Voice Vote: All in favor

Bill 6308 was given its second reading.

d. Bill 6309: Granting a Conditional Use Permit to Alan Thompson of AllStar Tattoo to operate a tattoo and body piercing studio at 7326 Manchester Road in the CB1 Community Business Subdistrict

Motion to read the bill: Council Member Faulkingham

Seconded by: Council Member Homa

Voice vote: all in favor

Bill 6309 was given its first reading.

Motion for second reading: Council Member Faulkingham

Seconded by: Council Member Homa

Voice Vote: All in favor

Bill 6309 was given its second reading.

e. Bill 6310: Granting a Conditional Use Permit to Lori Ventimiglia of Greenwell Goods to operate an antique, vintage, and collectible retail shop at 2719 Sutton Boulevard in the CB Community Business District

Motion to read the bill: Council Member Faulkingham

Seconded by: Council Member Homa

Voice Vote: All in favor

Bill 6310 was given its first reading.

Motion for second reading: Council Member Faulkingham

Seconded by: Council Member Homa

Voice Vote: All in favor
Bill 6310 was given its second reading.

f. Bill 6311: Rezoning 2643 Roseland Terrace from CB Community Business District to PA Public Activity District at the request of Crossroads Presbyterian Church

Motion to read the bill: Council Member Faulkingham

Seconded by: Council Member Homa

Voice Vote: All in favor

Bill 6311 was given its first reading.

Motion for second reading: Council Member Faulkingham

Seconded by: Council Member Homa

Voice Vote: All in favor

Bill 6311 was given its second reading.

11. Council and Staff Reports:

- **Mayor's Report:**

The mayor commented on the value of holding open discussions on complex and nuanced issues involving legal considerations, neighborhood concerns, and humanitarian factors. He emphasized that the City's decision-making process is conducted publicly rather than behind closed doors. He expressed appreciation for community engagement and encouraged continued dialogue between residents and their elected officials.

- **Ward 1 Report:**

Council Member Wiley recognized Black History Month, encouraging citizens to visit the Enjoy Maplewood section on the City's website which highlights Black Owned Businesses within the City of Maplewood.

Council Member Garcia reported several recent vehicle accidents along Big Bend Boulevard that resulted in power outages. Appreciation was expressed to Ward 1 residents for their patience during service interruptions and Ameren for restoration efforts. The Fire and Police Departments were also thanked for assisting with traffic control and public safety during these incidents.

- **Ward 2 Report:**

Council Member Mattox invited the public to a Movie Night at the Yale Green Space on Friday, March 13, beginning at 7:00 PM. The event is open to all ages, and refreshments, including hot dogs, will be provided.

- **Ward 3 Report:**

Council member Homa reported attending a "Brunch and Learn" regarding proposed state legislation, including House Bill 2134 and Senate Bill 1070, related to immigration enforcement policies. Resources from the event were shared with the City Manager and Council. The discussion focused on the role of local elected officials in protecting constitutional rights and potential impacts of the proposed legislation. He also reviewed the City's use of Flock license plate reader cameras and confirmed that current City policies ensure the data is used appropriately, with limited outside access.

City Attorney's Report: No report

- **City Manager's Report:**

City Manager Withycombe provided a follow-up to the January 27 Council discussion regarding permitted emergency overnight shelter operations. A draft zoning text amendment was presented to the Plan and Zoning Commission, which directed staff to consider expanding the proposed amendment beyond the Public Activity district to include additional zoning districts, and to evaluate whether operational plan requirements should be codified within the ordinance or maintained as part of the application process. Staff and legal counsel will return to P&Z at its March 2 meeting with a recommendation. The City Manager invited Council input on additional districts to consider.

Council discussion addressed the distinction between overnight sleeping and other overnight uses such as prayer vigils. City Attorney Hetlage clarified that the ordinance addresses assembly use classifications and that code enforcement looks at the operational realities of a facility rather than stated intent. Council members and the city attorney also discussed the conditional use permit findings of fact process, enforcement discretion, and the applicability of the proposed ordinance to non-residential properties. Council expressed broad support for the conditional use framework as a means of enabling case-by-case review with appropriate public input and conditions.

The City Manager also reported that she met with Council Member Wiley to discuss community engagement opportunities should the amendment move forward and prepared a memo that was provided to Council members.

11. Public Comment: No speakers

13. Adjournment:

Motion to Adjourn: Council Member Faulkingham

Seconded by: Council Member Homa

Outcome: Unanimously approved by voice vote. With no remaining matters to be discussed, the meeting adjourned at 8:42 PM.

Certification:

I certify that the above minutes are a true and accurate record of the City Council meeting held on **February 10, 2026.**

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Date Approved: February 24, 2026



City of Maplewood
Fire Department

2025 YEAR IN REVIEW





Chief's Message:

On behalf of the Maplewood Fire Department, I'm proud to present our 2025 Year in Review. This year reflected the professionalism and dedication our members bring to the community every day—whether responding to emergencies, training to maintain peak readiness, or strengthening partnerships throughout the region.

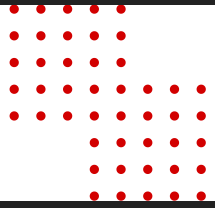
In 2025, our department answered 2,258 calls for service, including 1,165 EMS-related responses and 1,093 fire/rescue-related responses. We also remained an active mutual-aid partner, providing assistance on 806 responses and receiving support on 284 incidents. These numbers represent more than statistics—they represent neighbors helped, problems solved, and lives protected.

Readiness remains a cornerstone of our success. Our members completed 8,685 hours of training, achieved 45 new certifications, and delivered 10 public safety classes to the community. We also continued investing in operational capability through equipment and capital improvements that enhance safety and effectiveness on scene.

As we move into 2026, our focus remains clear: deliver high-quality service, invest in our people, and continue earning the trust of the City of Maplewood through professionalism, transparency, and community engagement. Thank you for your continued support of your fire department.

Respectfully,
Chief Peter Marsac

Highlights of 2025

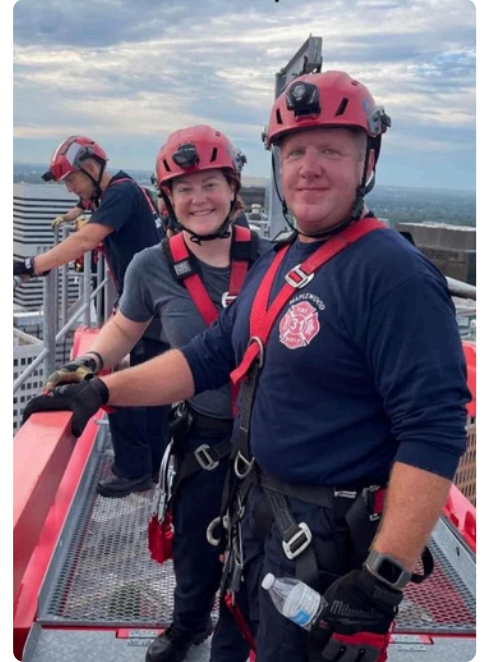


- New Members Added to the family
 - Lane Smith
 - Ryan Miller
 - Greg George
 - Drew Bishop
 - Josh Kemper
- Retirements
 - Lead Engineer Spencer Giles
 - Lead Engineer Andrew Neff
 - Battalion Chief Paul Szydlowski
- Promotions
 - Lead Engineer Ben Halter
 - Lead Engineer Pat Howe
 - Captain Bryan Boemer
 - Captain Anthony Kramer
- 45 New Personnel Certifications Achieved
- 14 Newly Qualified Rescue Specialist

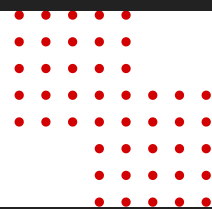


Capital Improvements

- New Rosebauer Heavy Rescue Purchase
- Upgraded Equipment for New Heavy Rescue
- New Cache of Paratech Rescue Struts
- 11mm Rope Rescue Equipment Purchased and Placed in Service
- Newly Promoted Captains and Lead Engineers
- New Response Systems in Apparatus Using Laptops
- Central Core Fire Training Commission Training Tower Construction Started
 - Anticipated Completion Date of April 16th 2026



Public Relations



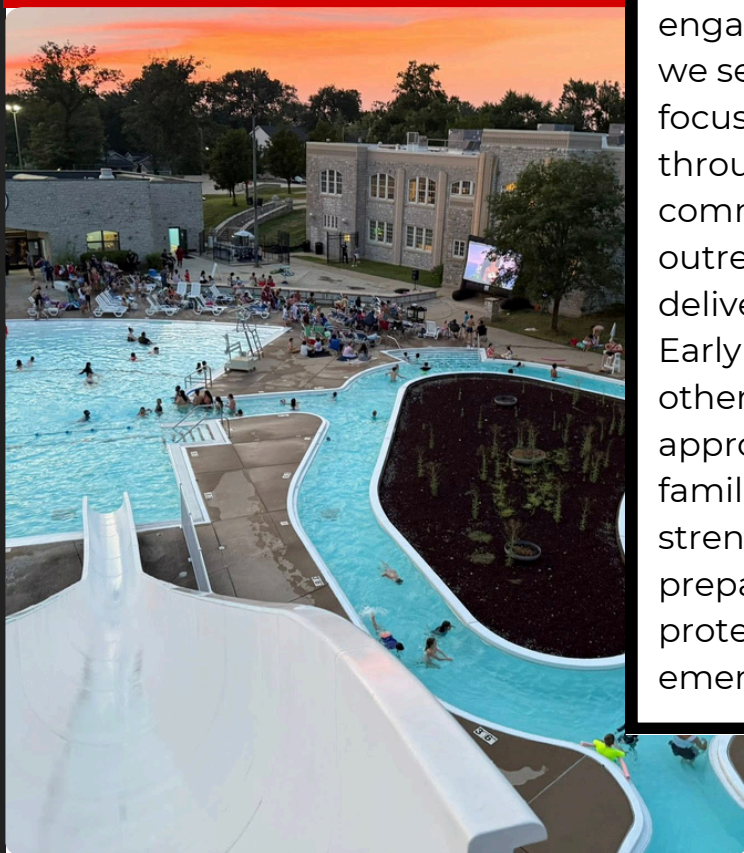
PR Events Hosted and Attended

- ECC Fire Safety Fair
- Three \$1,500 Scholarships Awarded for the Hummert Scholarship from the Community Outreach
- MRH Middle School Cardboard Boat Races
- ECC School Monthly Fire Safety Talks
- Santa Visits Maplewood
- Deliver Santa for Boy Scouts
- Annual Easter Egg Hunt
- Community CPR Classes
- Attending Local Block Parties
- Halloween Drive Through
- Welcome Back to School Picnic
- Movie Night at the Pool
- Station Tours
- Car Seat Installations
- Trunk or Treat



Public Relations & Community Outreach Vision

The Maplewood Fire Department is committed to being present, accessible, and engaged with the residents and businesses we serve. In 2025, we continued a strong focus on public education and prevention through CPR and public safety classes, community events, and neighborhood outreach throughout the year. We proudly deliver annual fire safety education to the Early Childhood Development Center and other local partners, helping teach age-appropriate safety habits that protect families at home and at school. These efforts strengthen community trust, improve preparedness, and support our mission to protect life and property—both on emergency scenes and through prevention.



Awards Received

- Unit Citation Award for the Rescue of Two Occupants from a Fire in Shrewsbury on October 26th 2025
- Unit Citation Award for the Water Rescue of an Occupant Trapped in a Flooded Vehicle on November 5th 2025
- Unit Citation Award for a Water Rescue of a Man in River Des Peres on November 7th 2025
- MidCounty Chambers Hometown Hero Award Presented to Battalion Chief Paul Szydlowski.
- 25 Years of Service Award to Chief Peter Marsac
- 25 years of Service Award to Battalion Chief Rod Latorre
- Above and Beyond Award for Maplewood Fire Department from MRH Schools



2025 Training Overview



2025 Training

8,865 Hours of Training Completed



45 New Certifications Achieved.

10 Public Safety Classes Taught

14 members completed all required rescue disciplines to achieve Rescue Technician status.



Major Events



Major Events

Arnold Tornado Deployment 3/14/25

An EF2 tornado with 115 mph winds struck Jefferson County, Missouri, traveling 25 miles through areas including Arnold, resulting in significant structural damage and at least one fatality during a broader severe weather outbreak. The Maplewood Fire Department deployed MFD 3116 and 3101 as part of a regional strike team to support the Rock Community Fire Protection District. MFD 3101 contributed to the Incident Support Team by performing damage assessments and aiding command operations. MFD 3116 and assisted with evacuating a damaged apartment building, conducted grid searches using the SARCCOP system to identify hazards, and supported extrication efforts at a fatal motor vehicle accident.

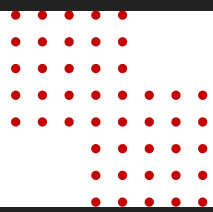


Bellevue Ave Residential Structure Fire 04/24/2025

A fire at a residence on Bellevue Avenue generated flames and heavy smoke, presenting risks to the structure and surrounding area. The Maplewood Fire Department arrived and forced entry to extinguish the fire and ventilate smoke from multiple floors. A detailed investigation was conducted, and the scene was secured before turnover to authorities.



Major Events



Southeast Missouri Tornado Deployment 4/2/25

A severe weather outbreak produced 23 tornadoes, including an EF2 near Delta, Missouri, with 125 mph winds that damaged nearly 200 structures and caused one fatality, along with an EF1 in Cape Girardeau inflicting tree and minor building damage.

The Maplewood Fire Department sent two units as part of the regional strike team to the affected area in Delta. MFD 3101 contributed to the Incident Support Team by performing damage assessments and aiding command operations, while MFD 3116 and 31UTV conducted secondary wide area grid searches.



Clayton & St. Louis City Tornado 5/16/25

An EF3 tornado with 152 mph winds hit Clayton, Missouri, tracking 20 miles through St. Louis, causing structural collapses such as Centennial Christian Church, five fatalities, and 38 injuries. The Maplewood Fire Department deployed MFD 3101 and other units as part of a regional strike team to assist.

the Clayton Fire Department with emergency operations. MFD 3101 contributed to the Incident Support Team by performing damage assessments and aiding command operations, while MFD 3116 and 31UTV conducted search and rescue, removal of downed trees, and securing power lines, followed by additional search support to the St. Louis City Fire Department.



Major Events

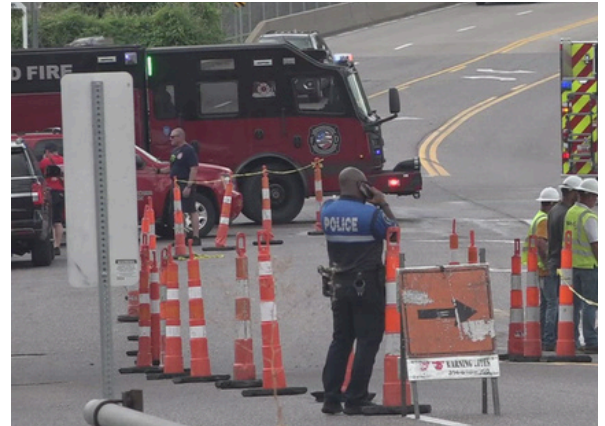
Central Corridor Flooding 7/17/25

Heavy rains caused flash flooding across the St. Louis region, resulting in vehicle entrapments and the need for rescues in hazardous conditions. The Maplewood Fire Department responded to Brentwood, where units found vehicles stranded in ditches and parking lots. Crews in swift water gear extracted an 87-year-old passenger and others, conducted evaluations finding no injuries, and moved them to safety.



Big Bend Gas Leak 8/22/25

A major rupture of a 10-inch gas main during street construction near S. Big Bend Boulevard and Cambridge Avenue unleashed a high-volume natural gas leak under the Metrolink overpass, creating a significant hazardous materials incident with audible high-pressure release and potential for widespread impact. The Maplewood Fire Department rapidly established a command post with 3100 taking the role of incident command, initiated full traffic shutdowns on major roadways, deployed protective hose lines from multiple positions, and systematically inspected surrounding buildings for gas migration to prevent ignition risks. After coordinating the immediate halt of Metrolink operations, crews worked with Spire to isolate the leak and facilitate urgent repairs, effectively mitigating the threat to public safety.



Major Events

Vehicle Crash into Structure 8/26/2025

A truck crashed into a two-story single-family home on South Laclede Station Road, destroying the Bravo-Charlie corner and coming to rest in the backyard, creating a structural instability hazard. The Maplewood Fire Department deployed MFD 3116 and 3101 as mutual aid to support Affton units. MFD 3101 collaborated with Affton command to determine shoring needs and installed three T-shore struts along the Bravo and Charlie walls to stabilize the building. At the request of Taylor Contracting, crews then utilized a grip hoist anchored to a tree to safely remove the remaining attached corner section, after which the site was turned over to contractors for further repairs.



Building Collapse in Valley Park 8/26/2025

The Maplewood Fire Department provided mutual aid to the Valley Park Fire Protection District following a partial building collapse at a residence on Vest Avenue, trapping one individual beneath debris amid structural failure. MFD 3101 and 3116 assisted in coordinated rescue efforts alongside multiple regional agencies, stabilizing the site, extricating the victim safely, and ensuring no further hazards before turning the scene over to investigators.



Major Events

Asador Del Sur Fire 8/30/25

A kitchen fire at Asador Del Sur restaurant on Manchester Road produced heavy smoke, posing a risk to the adjacent strip mall and requiring multiple alarms to be struck for additional resources. The Maplewood Fire Department advanced hoselines into

high-heat, low-visibility conditions to suppress the fire. Following a partial floor collapse and evacuation, crews re-entered to extinguish the blaze, check for extension to exposures, and complete searches and overhaul operations.



Structure Fire Laclede Forest DR 9/20/2025

The Maplewood Fire Department responded to a reported appliance fire at a two-story apartment building, arriving to find smoke emanating from the alpha side door. MFD 3101 established command, while MFD 3114 and 3116 made entry and discovered a fully involved kitchen fire. The crews promptly extinguished the fire, initiated ventilation, and conducted overhaul operations. Following consultation with the fire marshal, MFD 3101 deemed the unit uninhabitable due to fire and smoke damage, assisted occupants in retrieving essential items, and secured the scene.



Major Events

Tower Rescue 10/22/25

A trespasser climbed 850 feet up a 1,000-foot broadcast tower on Heege Road, leading to a high-risk situation involving hypothermia and fall potential, with a technician providing support. The Maplewood Fire Department responded, with MFD 3101 assuming incident command of the scene, and used a personnel platform lift with technicians to perform the rescue. The individual was secured with harness systems and lowered safely for medical evaluation, with no injuries to responders.

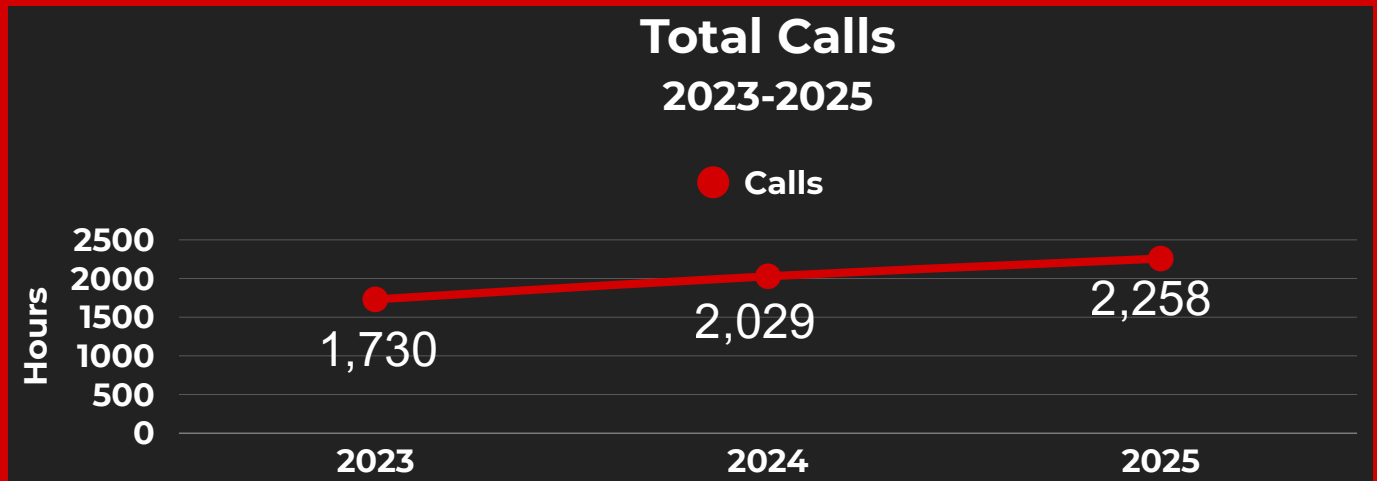


2025 Response Overview



Total Responses

2,258 Total Calls 2025

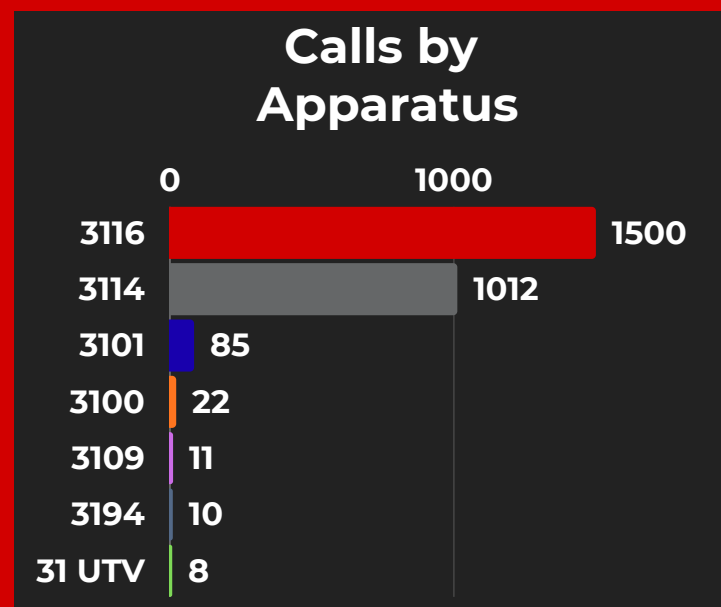


1,165 Total EMS Related Calls

1,093 Total Fire/Rescue Related Calls

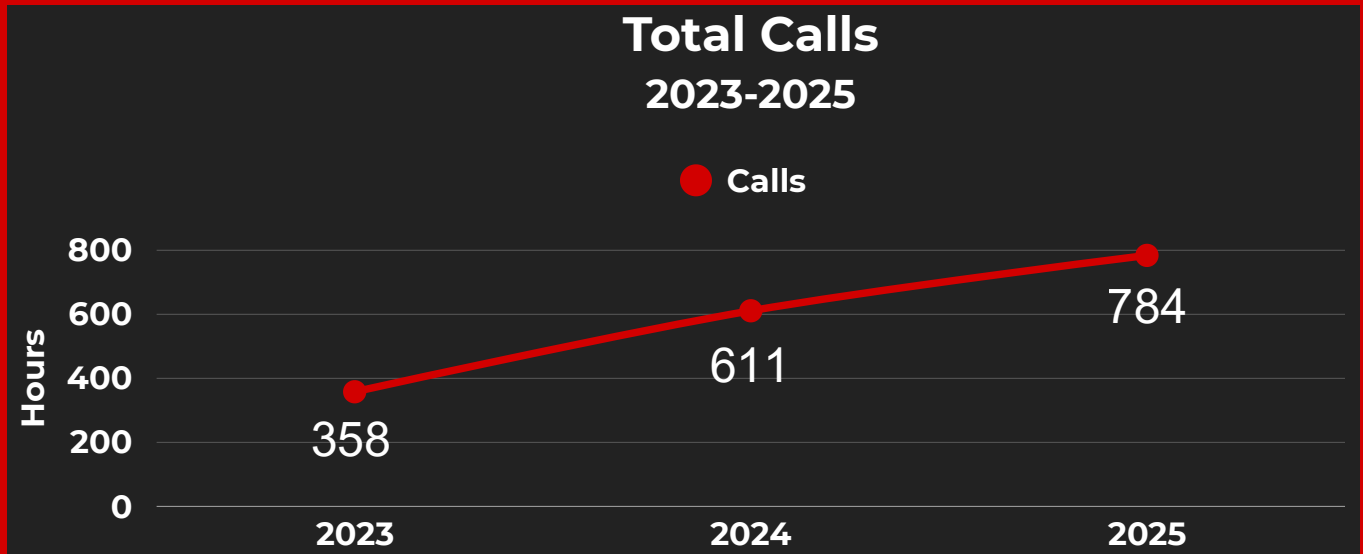
284 Mutual Aid Received

806 Mutual Aid Given



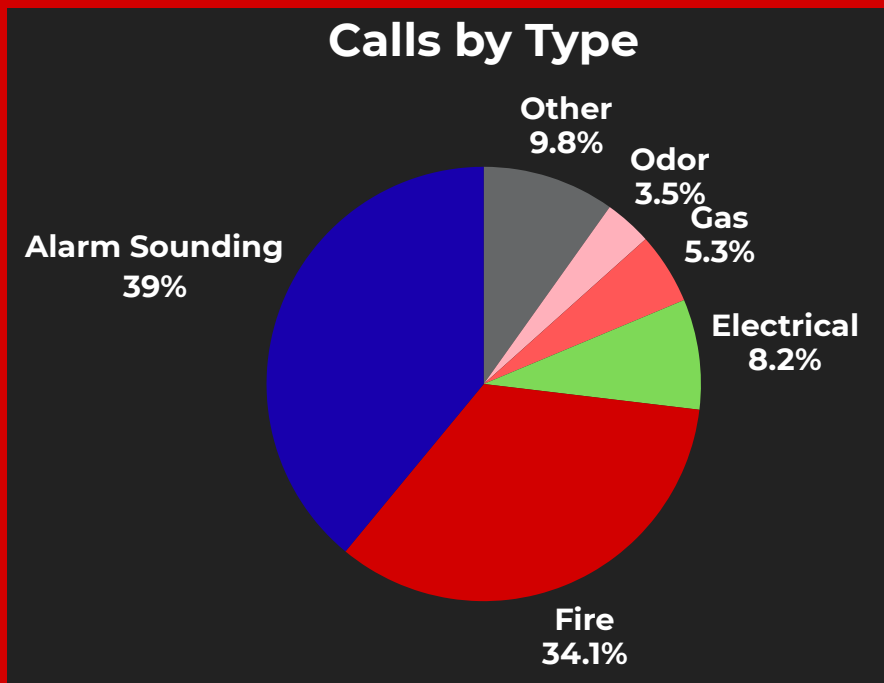
Fire Responses

784 Total Calls 2025



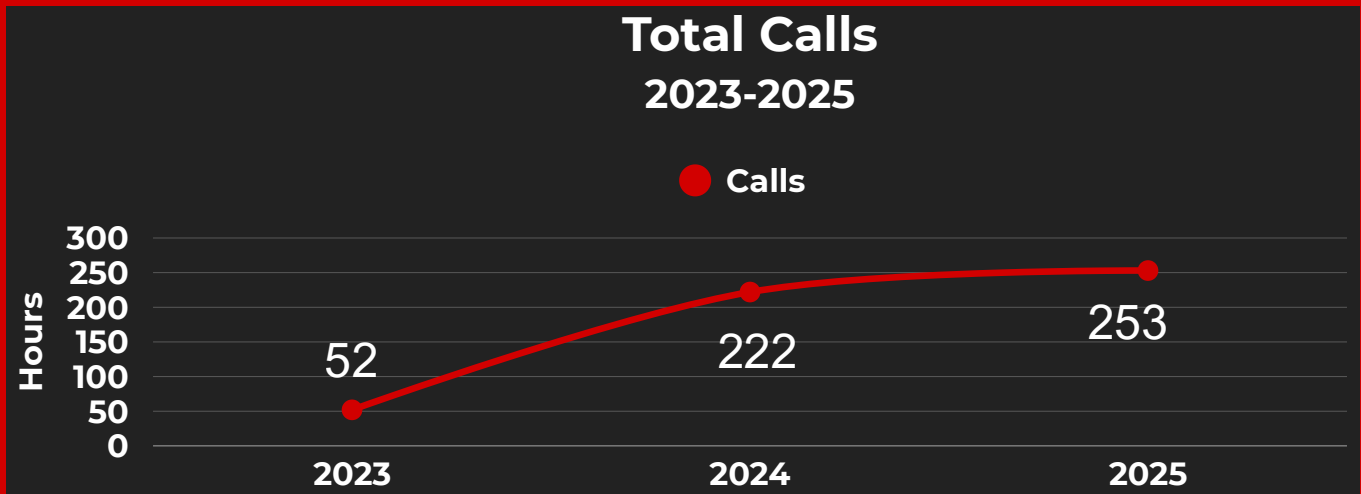
183 Mutual Aid Given

84 Working Structure Fires



Rescue Responses

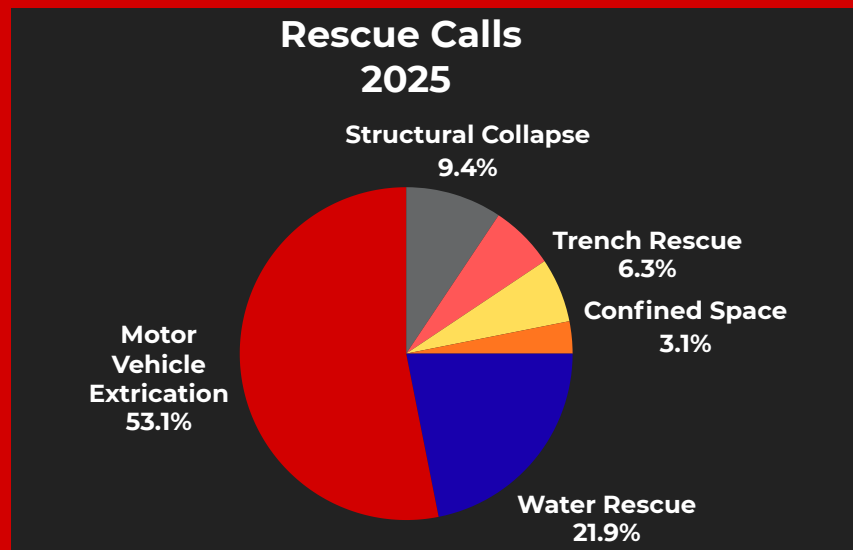
253 Total Calls 2025



51 Technical Rescue
Calls

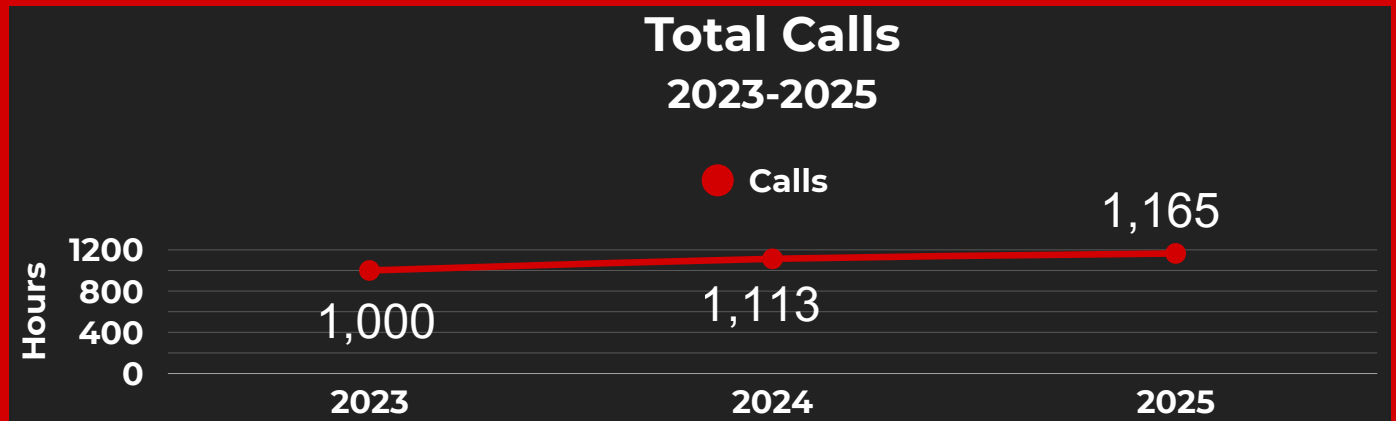
5 Strike Team
Deployment

7 Boat/UTV
Deployment



Medical Responses

1,165 Total Calls 2025

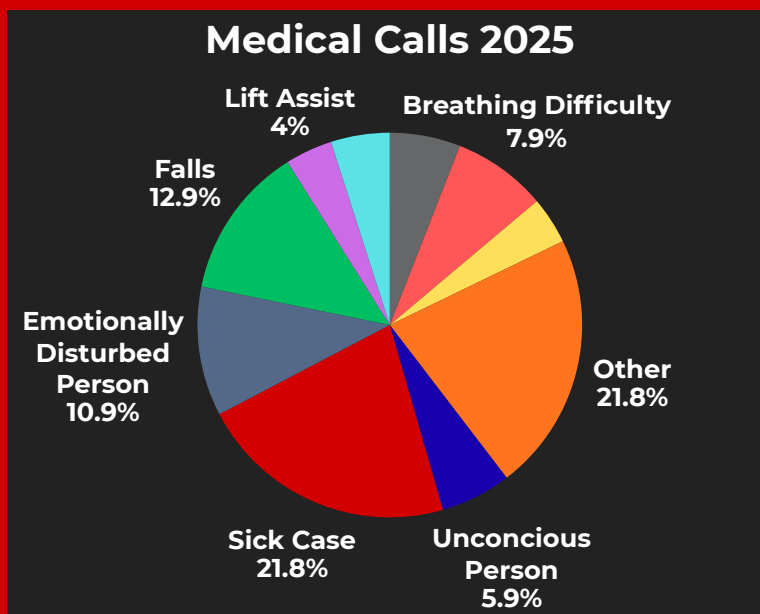


5 Cardiac Arrest

38 Major Trauma

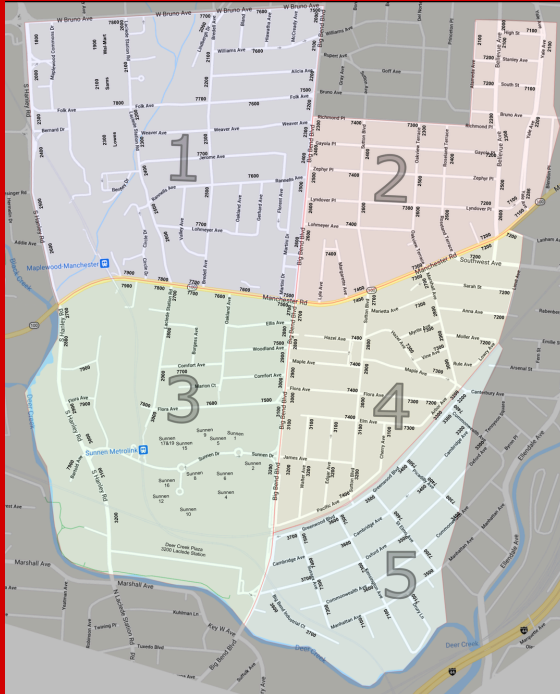
7 Strokes

2 Clinical Saves



Local Responses

Calls by District



District 1

634

District 2

363

District 3

198

District 4

205

District 5

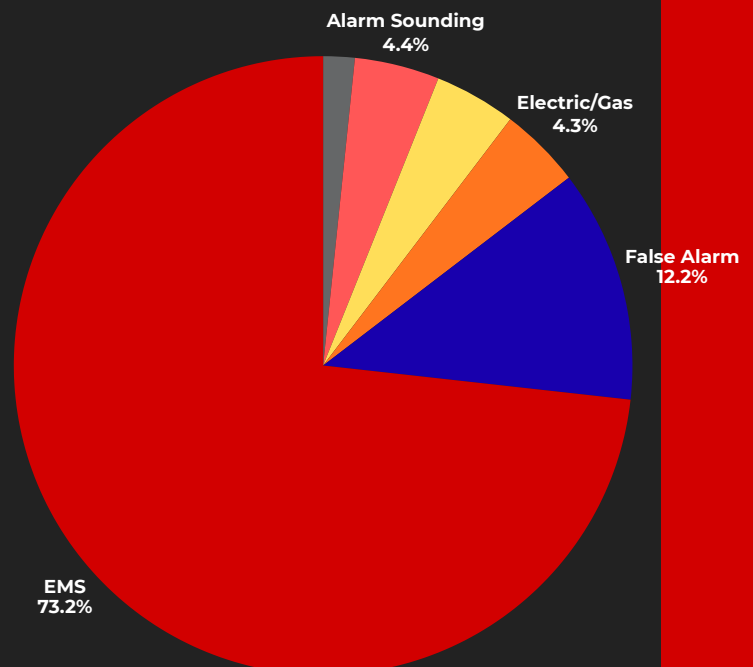
98

0 100 200 300 400 500 600 700

In Town Calls



Calls Recieved



Response Times



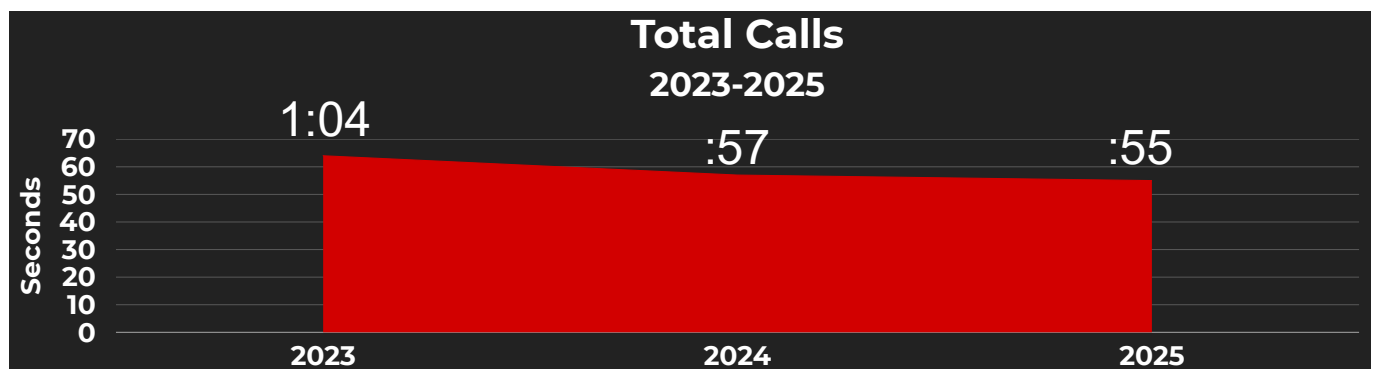
Response Times

Maplewood Fire Department provides superior turnout times with an average of **55 seconds**.

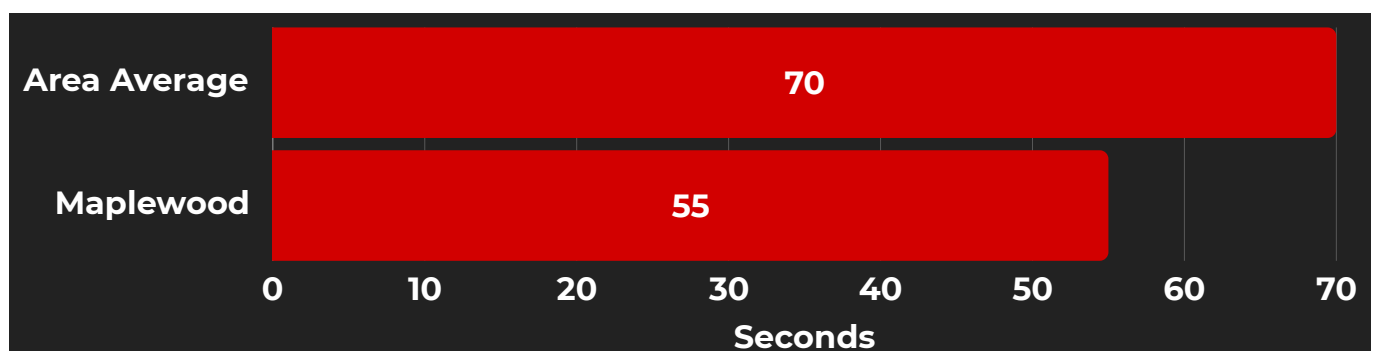
Fast turnout times save lives!



Average Response Time



Average Times Central Corridor



ISO Rating



ISO Rating



The Maplewood Fire Department proudly provides mutual aid to surrounding communities and boasts an impressive Insurance Services Office (ISO) rating of 2; ISO ratings range from 1 to 10, with 1 being the best rating. This exceptional Class 2 rating reflects the department's high standards in fire protection, emergency response, and community safety, placing it among the top performers in the region. It surpasses the average ISO rating of approximately 3 in St. Louis County, where most fire departments hold a Class 3 rating. In surrounding counties (St. Charles, Jefferson, and Franklin Counties in Missouri, as well as Madison and St. Clair Counties in Illinois), ISO ratings typically range from 3 to 5, with an approximate average of 4 based on reported data from various departments and districts. This achievement underscores Maplewood's commitment to excellence, potentially contributing to lower insurance premiums for residents and businesses while enhancing overall community resilience.





Our Core Values:

**Service • Integrity • Professionalism
• Compassion • Teamwork • Safety**

**We are proud to serve Maplewood
earning trust through action,
readiness, and care for our
community.**

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: February 19, 2026
Re: **Final Reading: Bill 6308 — Conditional Use Permit for 7170 Manchester Road**

Bill 6308 grants a conditional use permit to Julius Phillips of Vintage Gold 88 to operate an event space at 7170 Manchester Road in the CB Community Business District. Full details about the CUP request are available in the [February 10, 2026, meeting packet](#).

- First Reading: February 10, 2026 — Motion to read approved unanimously
- Second Reading: February 10, 2026 — Motion to read approved unanimously

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, GRANTING A CONDITIONAL USE PERMIT TO JULIUS PHILLIPS OF VINTAGE GOLD 88 TO OPERATE AN EVENT SPACE AT 7170 MANCHESTER ROAD IN THE CB COMMUNITY BUSINESS DISTRICT

WHEREAS, Julius Phillips of Vintage Gold 88 has applied to the City Council of the City of Maplewood, Missouri for a Conditional Use Permit as provided in Section 56-206(2) and Section 56-877 of the Maplewood Code of Ordinances to operate an event space at 7170 Manchester Road in the CB Community Business District; and

WHEREAS, the Plan and Zoning Commission recommended approval of this proposed Conditional Use Permit at its February 2, 2026, meeting by a vote of 6 ayes, 0 nays, 1 absent; and

WHEREAS, the City Council held a public hearing at their February 10, 2026, meeting regarding the conditional use permit and notice of said public hearing had previously been published at least 15 days prior to the hearing in an official paper or a newspaper of general circulation in the City; and

WHEREAS, pursuant to Section 56-877(b) of the Maplewood Code of Ordinances, the City Council makes the following findings of fact:

1. The proposed use complies with all applicable provisions of the Zoning Code because event space/assembly hall use is permitted as a conditional use in the CB Community Business District pursuant to Section 56-206(2), and the property will comply with all dimensional and operational requirements of the CB District.
2. The proposed use will contribute to and promote the community welfare and convenience because it provides an entertainment venue that complements existing retail operations and activates the Manchester Road corridor during evening and weekend hours.
3. The proposed use will not cause substantial injury to the value of neighboring property because the CB Community Business District is designed to accommodate diverse commercial and entertainment uses, and event space operations are compatible with the commercial character of Manchester Road.
4. The proposed use complies with the overall neighborhood development plan and existing zoning district provisions because Section 56-203 specifically contemplates entertainment uses that provide patronage to retail uses and contribute to a diversity of business activity in the CB District.
5. The proposed use will provide adequate off-street parking and loading areas in accordance with the standards contained in the Zoning Code because the property is located on Manchester Road with access to on-street and nearby parking, and events will typically occur during evening and weekend hours when retail parking demand is lower.
6. The proposed use will not substantially increase traffic hazards because Manchester Road is designed as a commercial arterial corridor with adequate capacity, and event traffic will be distributed across evening and weekend hours.
7. The proposed use will not substantially increase fire hazards because the building will comply with current fire and building codes for assembly occupancy, including

occupancy load limits and fire safety systems.

8. The proposed use will not overtax public utilities because existing water, sewer, and electrical infrastructure are adequate to serve the event space operations.
9. The proposed use will not place an undue burden on municipal services because event space operations will comply with applicable building codes and noise regulations, and the property is served by existing municipal services adequate for the proposed use; and

WHEREAS, based on these findings, the City Council determines that the applicant has met the burden of proof necessary for approval of this Conditional Use Permit pursuant to Section 56-877 of the Maplewood Code of Ordinances.

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

Section I. Julius Phillips of Vintage Gold 88 is hereby granted a Conditional Use Permit to operate an event space at 7170 Manchester Road in the CB Community Business District.

Section II. The Conditional Use Permit is granted subject to all rules and regulations and conditions of the Maplewood Code of Ordinances and the following specific conditions:

- (A) Permitted Use – Auditorium/assembly hall for private events, gatherings, and special occasions.
- (B) Scope of Operations – The event space operations are limited to the interior back rooms of the building. No exterior modifications shall be permitted without prior approval from the Design and Review Board.
- (C) Building Code Compliance – The applicant shall obtain approval from the Building Official confirming the space complies with applicable building and fire codes for assembly occupancy, including maximum occupancy load, egress requirements, accessibility standards, and fire safety systems, prior to operating the event space.
- (D) Signage – Any exterior signage advertising the event space shall require approval from the Design and Review Board prior to installation.
- (E) Noise Compliance – The event space shall comply with all applicable noise regulations in the City Code.

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

Passed this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Approved this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: February 19, 2026
Re: **Final Reading: Bill 6309 — Conditional Use Permit for 7326 Manchester Road**

Bill 6309 grants a conditional use permit to Alan Thompson of AllStar Tattoo to operate a tattoo and body piercing studio at 7326 Manchester Road in the CB1 Community Business Subdistrict. Full details about the CUP request are available in the [February 10, 2026, meeting packet](#).

- First Reading: February 10, 2026 — Motion to read approved unanimously
- Second Reading: February 10, 2026 — Motion to read approved unanimously

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, GRANTING A CONDITIONAL USE PERMIT TO ALAN THOMPSON TO OPERATE A TATTOO AND BODY PIERCING STUDIO AT 7326 MANCHESTER ROAD IN THE CB1 COMMUNITY BUSINESS SUBDISTRICT

WHEREAS, Alan Thompson has applied to the City Council of the City of Maplewood, Missouri for a Conditional Use Permit as provided in Section 56-211(d)(m) and Section 56-877 of the Maplewood Code of Ordinances to operate a tattoo and body piercing studio at 7326 Manchester Road in the CB1 Community Business Subdistrict; and

WHEREAS, in 2025, the City Council amended the CB1 Community Business Subdistrict regulations to allow tattoo and piercing studios as conditional uses, recognizing such establishments as professional personal service businesses appropriate for the Manchester Road corridor; and

WHEREAS, the Plan and Zoning Commission recommended approval of this proposed Conditional Use Permit at its February 2, 2026, meeting by a vote of 6 ayes, 0 nays, 1 absent; and

WHEREAS, the City Council held a public hearing at their February 10, 2026, meeting regarding the conditional use permit and notice of said public hearing had previously been published at least 15 days prior to the hearing in an official paper or a newspaper of general circulation in the City; and

WHEREAS, pursuant to Section 56-877(b) of the Maplewood Code of Ordinances, the City Council makes the following findings of fact:

1. The proposed use complies with all applicable provisions of the Zoning Code because tattoo and piercing studios are permitted as a conditional use in the CB1 Community Business Subdistrict pursuant to Section 56-211(d)(m), and the property will comply with all dimensional and operational requirements of the CB1 district.
2. The proposed use will contribute to and promote the community welfare and convenience because it provides professional personal service options in the Manchester Road commercial corridor and represents an established business relocating within Maplewood.
3. The proposed use will not cause substantial injury to the value of neighboring property because tattoo and piercing studios are recognized professional personal service establishments similar to salons and spas, and such uses are appropriate for the commercial character of Manchester Road.
4. The proposed use complies with the overall neighborhood development plan and existing zoning district provisions because the 2025 amendment to the CB1 district specifically contemplated tattoo and piercing studios as appropriate conditional uses for the corridor.
5. The proposed use will provide adequate off-street parking and loading areas in accordance with the standards contained in the Zoning Code because the property is located on Manchester Road with access to on-street parking and nearby public parking facilities, and tattoo services operate primarily by appointment without generating peak parking demands.
6. The proposed use will not substantially increase traffic hazards because tattoo and body

piercing services generate steady appointment-based traffic throughout business hours rather than concentrated peak traffic, and Manchester Road is designed as a commercial arterial with adequate capacity.

7. The proposed use will not substantially increase fire hazards because the building will comply with current fire and building codes, and tattoo establishments operate with safety standards similar to other personal service businesses.
8. The proposed use will not overtax public utilities because existing water, sewer, and electrical infrastructure are adequate to serve the personal service business operations.
9. The proposed use will not place an undue burden on municipal services because tattoo and piercing establishments are required to comply with City health code regulations in Chapter 14, and the business operates with service demands similar to other personal service establishments in the corridor; and

WHEREAS, based on these findings, the City Council determines that the applicant has met the burden of proof necessary for approval of this Conditional Use Permit pursuant to Section 56-877 of the Maplewood Code of Ordinances.

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

Section I. Alan Thompson is hereby granted a Conditional Use Permit to operate a tattoo and body piercing studio at 7326 Manchester Road in the CB1 Community Business Subdistrict.

Section II. The Conditional Use Permit is granted subject to all rules and regulations and conditions of the Maplewood Code of Ordinances and the following specific conditions:

(A) Permitted Use – Tattoo and body piercing studio, including laser tattoo removal services.

(B) Health Code Compliance – The establishment shall comply with all applicable health code requirements in Chapter 14 of the Maplewood Code of Ordinances, including proper licensing, sterilization procedures, and health standards for tattoo and piercing operations.

(C) Signage – Any exterior signage shall require approval from the Design and Review Board prior to installation and shall comply with all applicable signage requirements in Chapter 6 of the Maplewood Code of Ordinances.

(D) Hours of Operation – Hours of operation shall be limited to 10:00 AM to 8:00 PM unless modified with approval from the City Manager.

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

Passed this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Approved this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: February 19, 2026
Re: **Final Reading: Bill 6310 — Conditional Use Permit for 2719 Sutton Boulevard**

Bill 6310 grants a conditional use permit to Lori Ventimiglia of Greenwell Goods to operate a vintage and collectible clothing and accessories store at 2719 Sutton Boulevard in the CB Community Business District. Full details about the CUP request are available in the [February 10, 2026, meeting packet](#).

- First Reading: February 10, 2026 — Motion to read approved unanimously
- Second Reading: February 10, 2026 — Motion to read approved unanimously

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, GRANTING A CONDITIONAL USE PERMIT TO LORI VENTIMIGLIA OF GREENWELL GOODS TO OPERATE A VINTAGE AND COLLECTIBLE CLOTHING AND ACCESSORIES STORE AT 2719 SUTTON BOULEVARD

WHEREAS, Lori Ventimiglia applied to the City Council of the City of Maplewood, Missouri for a Conditional Use Permit as provided in Section 56-206(12) and Section 56-877 of the Maplewood Code of Ordinances, to operate a vintage and collectible clothing and accessories store at 2719 Sutton Boulevard; and

WHEREAS, antiques and collectibles sold must meet the definitions in Sec. 56-3. Definitions of the City Code; and

WHEREAS, the Plan and Zoning Commission recommended approval of this proposed Conditional Use Permit at its February 2, 2026, meeting by a vote of 6 ayes, 0 nays, 1 absent; and

WHEREAS, the City Council held a public hearing at their February 10, 2026, meeting regarding the conditional use permit and notice of said public hearing had previously been published at least 15 days prior to the hearing in an official paper or a newspaper of general circulation in the City; and

WHEREAS, pursuant to Section 56-877(b) of the Maplewood Code of Ordinances, the City Council makes the following findings of fact:

1. The proposed use complies with all applicable provisions of the Zoning Code because antique, vintage, and collectible stores are permitted uses in the CB Community Business District pursuant to Section 56-204(27), and the property will comply with all dimensional and operational requirements of the CB district.
2. The proposed use will contribute to and promote the community welfare and convenience because it provides specialty retail options that serve community needs and contributes to the diversity of commercial offerings along Sutton Boulevard.
3. The proposed use will not cause substantial injury to the value of neighboring property because vintage retail stores are explicitly contemplated as permitted uses in the CB district, and such stores operate with a character and intensity consistent with other retail establishments in the corridor.
4. The proposed use complies with the overall neighborhood development plan and existing zoning district provisions because Section 56-204(27) specifically permits antique, vintage, and collectible stores as appropriate commercial uses for the CB district.
5. The proposed use will provide adequate off-street parking and loading areas in accordance with the standards contained in the Zoning Code because the property is located on Sutton Boulevard with access to on-street parking, and the retail business generates typical commercial parking demands during regular business hours.
6. The proposed use will not substantially increase traffic hazards because vintage retail stores generate standard commercial traffic patterns during business hours, and Sutton Boulevard is designed as a commercial corridor with adequate capacity.
7. The proposed use will not substantially increase fire hazards because the building will comply

with current fire and building codes for retail occupancy.

8. The proposed use will not overtax public utilities because existing water, sewer, and electrical infrastructure are adequate to serve retail operations.
9. The proposed use will not place an undue burden on municipal services because retail stores operate with service demands typical of other commercial businesses in the CB district; and

WHEREAS, based on these findings, the City Council determines that the applicant has met the burden of proof necessary for approval of this Conditional Use Permit pursuant to Section 56-877 of the Maplewood Code of Ordinances.

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

Section I. Lori Ventimiglia of Greenwell Goods is hereby granted a Conditional Use Permit to operate a vintage and collectible clothing and accessories store at 2719 Sutton Boulevard in the CB Community Business District.

Section II. The Conditional Use Permit is granted subject to all rules and regulations and to conditions set forth for the property described in Section I. as follows:

(A) Permitted Use – An antique, vintage and collectible clothing and accessories store as defined in Sec. 56-3. Definitions of the City Code. Items sold must be new or be considered antiques, vintage items or collectibles.

(B) Merchandise Standards – Items sold shall be antiques, vintage items, or collectibles as those terms are understood in the retail trade, with a primary focus on merchandise from the 1960s through 1990s.

(C) Signage – Any exterior signage shall require approval from the Design and Review Board prior to installation and shall comply with all applicable signage requirements in Chapter 6 of the Maplewood Code of Ordinances.

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

Passed this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Approved this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: February 19, 2026
Re: **Final Reading: Bill 6311 — Rezoning of 2643 Roseland Terrace**

Bill 6311 rezones 2643 Roseland Terrace from CB Community Business District to PA Public Activity District at the request of Crossroads Presbyterian Church. Full details about the rezoning request are available in the [February 10, 2026, meeting packet](#).

- First Reading: February 10, 2026 — Motion to read approved unanimously
- Second Reading: February 10, 2026 — Motion to read approved unanimously

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI,
REZONING 2643 ROSELAND TERRACE FROM CB COMMUNITY BUSINESS DISTRICT TO PA
PUBLIC ACTIVITY DISTRICT

WHEREAS, an application has been submitted to rezone property located at 2643 Roseland Terrace from CB Community Business District to PA Public Activity District; and

WHEREAS, the property is owned by Crossroads Presbyterian Church, which intends to use the property for church-related and institutional purposes; and

WHEREAS, the Plan and Zoning Commission considered the request and recommended approval at its February 2, 2026 meeting by a vote of 6 ayes, 0 nays, 1 absent; and

WHEREAS, the City Council held a public hearing at their February 10, 2026, meeting regarding the rezoning and notice of said public hearing had previously been published at least 15 days prior to the hearing in an official paper or a newspaper of general circulation in the City; and

WHEREAS, the City Council makes the following findings in support of this rezoning:

1. The requested PA Public Activity zoning is appropriate for church-related and institutional uses and aligns the zoning classification with the proposed use of the property.
2. The rezoning does not involve changes to parcel boundaries or physical development and maintains the existing residential character of the neighborhood because the property will continue to function as a single building within a residential block.
3. The rezoning would not constitute spot zoning because PA zoning is an established district intended to accommodate institutional uses within residential contexts, and the property is adjacent to other PA-zoned property owned by the church.
4. The rezoning is consistent with and compatible with adjacent and surrounding land uses because the property is located near other institutional and residential uses, and the PA district is designed to accommodate public and institutional uses that serve the community.
5. The rezoning promotes orderly land use by aligning zoning with ownership and intended use while preserving neighborhood scale because it allows the church to utilize an existing residential structure without altering the established neighborhood character; and

WHEREAS, based on these findings, the City Council determines that the requested rezoning is in the best interests of the City and promotes orderly development.

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 2643 Roseland Terrace from CB Community Business District to PA Public Activity District.

Section II. All development and use of the property shall comply with the regulations, standards, and requirements applicable to the PA Public Activity District as set forth in Chapter 56 of the Maplewood Code of Ordinances.

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

Passed this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Approved this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: February 19, 2026
Re: Agreement with SWT Design for Yale Open Space Site Concept Planning

At the January 27, 2026, City Council work session, staff presented Yale/Manchester neighborhood investment recommendations. This resolution authorizes the City Manager to enter into an agreement with SWT Design to provide site concept planning services for Yale Open Space.

The City retained SWT Design to develop its equity-based Parks Master Plan, adopted in 2022, and has engaged the firm for each subsequent park design process under the plan, including Greenwood Park, Central Park, and Yale Park (a separate location and project, expected to be completed this year). The Parks Master Plan identified Yale Open Space as a site for improvements, with a planning and design process anticipated later in the overall implementation timeline. Staff is advancing this project now to respond to community needs identified through the Yale/Manchester neighborhood engagement process conducted in December 2025.

The Parks Master Plan identified two priority improvements for Yale Open Space: accessible pathway connections between the sidewalk and park amenities, and a shaded gathering space with picnic tables, bench seating, and a small shelter or pavilion. The plan estimated these improvements at a combined rough cost of \$80,000, exclusive of professional services, overhead, and contingency.

The proposed SWT scope of services presented here builds on that foundation while responding to the more specific community needs identified through the community engagement process. Rather than proceeding directly to design based on the master plan's original scope, SWT will conduct a fresh site conditions assessment and lead two community engagement meetings to ensure the final concept reflects current priorities, which include not only accessible pathways and shaded seating, but also small play areas, incorporation of existing grills, natural seating elements, fencing repairs, and buffer plantings for adjacent properties. SWT will develop up to three initial design concepts, refine them to a single preferred concept based on community and staff input, and produce a final master plan document with an updated opinion of probable construction costs and phasing recommendations.

The agreement is structured as a lump sum not to exceed \$12,500. Funding is available in the Parks and Stormwater one-half cent capital improvement fund, which has \$50,000 designated for unassigned capital improvements in the current fiscal year. Design work is anticipated to occur March through June 2026, with capital implementation planned for FY27.

Yale Open Space - Site Concept Planning

January 21, 2026

TO:	Tiffany Hyde	FROM:	Scott Runde, PLA, AICP
COMPANY NAME:	City of Maplewood	PROJECT:	Site Concept Planning
ADDRESS 1:	7601 Manchester Rd	PROJECT NUMBER:	TBD
	Maplewood, MO 63143	SUBJECT:	Proposal for Concept Planning Services
PHONE NUMBER:	314.645.3600		

Tiffany,

Thank you for giving SWT Design the opportunity to submit this proposal for professional Site Planning Design Services for the City of Maplewood – Yale Open Space. Upon your signature hereto, this letter shall act as a contract for professional site planning services (“Agreement”) between SWT Design, Inc., hereinafter referred to as SWT and the City of Maplewood, MO hereinafter referred to as Client, for the following scope of services as outlined herein.

Project Understanding:

The goal of this project is to assess the current condition of the park property, obtain input from the community and stakeholders, and develop a conceptual site plan for improvements within the Yale Open Space park property identified in the previously developed systemwide Parks Master Plan. The focus of this planning effort will be to explore conceptual design ideas for development of the open space for park uses. Community engagement will be conducted to obtain feedback throughout the design process.

This plan will assess the existing open space conditions to determine the feasibility of potential park space programming including but not limited to the following:

- Shaded seating area
- Incorporation of existing grills
- Natural trunk/stump seating around the existing mini library
- Adjustments / fixing of existing fencing
- Buffer plantings for adjacent properties
- Small play areas

Park improvements will be identified and prioritized based on evaluation of the existing park property, community input, and discussions with the Park Board.

Final deliverable will be in the form of a master plan report that includes an overall master plan graphic, opinion of probable construction costs, potential funding and phasing strategies (if applicable), and a narrative overview of the planning process and community engagement. The final master plan report deliverable and engagement process for this planning effort is developed in accordance with the requirements of the Municipal Park Planning Grant program to facilitate potential future grant applications.

Article 1 Site Concept Plan Design Services

Task 1.0 – Design / Planning Kickoff

Attend a kickoff / data collection meeting with Client to confirm the project goals and objectives, schedule and process, and discuss potential programming for the site.

Task 1.1 – Data Collection / Existing Site Conditions Assessment

SWT shall review any existing project related documents available for the project site provided by the City of Maplewood including site topographic or boundary survey, environmental reports, easements/restrictions, etc.

From this information and Task 1.0 input, SWT will prepare a site base with inventory assessment information identifying the existing site features, potential areas for proposed parks space features. SWT will use aerial photography as a base if current site information is not available.

Task 1.2 – Initial Concept Plan Development

SWT will prepare up to three design concepts for the park open space. These concepts will be diagrammatic and are intended to show the extents of proposed seating and play areas, playground equipment types or play experiences, etc. Along with the concepts SWT will include images of proposed site amenities or experiences that relate to each concept. Following development of the concept diagrams SWT will review them with the Client for feedback and approval prior to sharing with the community and park board at the first public meeting.

Task 1.3 – Community Engagement Meeting #1

SWT will lead a community input meeting to share the initial concept designs and intent for the open space improvements master plan. This meeting will focus on giving attendees an overview of the master plan process and obtaining community input on preferred concepts and/or proposed playground amenities along with any thoughts or concerns they have about the proposed site amenities. Input received will help guide consolidation of the multiple concepts to a single design concept. Weather pending, this meeting is intended to be held at the project site.

Task 1.4 – Concept Plan Refinements

Based on Client input from Task 1.2 and community input from Task 1.3, SWT will refine the multiple concepts to a single design idea with concept images and diagrams. The schematic design concept plan will provide sufficient detail for cost opinion takeoffs and will be reviewed with the Client.

Task 1.5 – Opinion of Probable Costs

SWT will prepare an order-of-magnitude cost opinion for the refined design concept plan. Cost opinions will be developed based upon the existing site information available for the planning effort. SWT will review the plan and cost opinion with the Client. SWT will incorporate any revisions prior to proceeding to Task 1.6. It is recommended that the City includes allowances in addition to the provided costs opinions for potential conditions unknown at the time of planning (i.e. subsurface conditions, stormwater management, permitting, etc.).

Task 1.6 – Community Engagement Meeting #2

SWT will present the refined design concept and cost opinions to the Community and Park Board at a second public meeting. At this meeting SWT will obtain community input and feedback regarding the final design for the open space and priorities for improvement implementation. This meeting will be planned to be held at City Hall.

Task 1.7 – Master Plan Document

SWT will prepare final master plan document for the open space based on feedback and Client discussion. Final master plan document will include the final design concept with narrative description, overview of the community engagement process, order-of-magnitude cost opinion, implementation phasing/priorities, and funding/revenue sources present in the design. This documentation will provide the Client with a basis for future Municipal Park Grant applications, or other funding opportunities to implement the master plan.

PRODUCTS OF TASK ONE:

- Initial concept update sketches (sketch format)
- Engagement Materials for Community Meetings
- Refined Concept Plan
- Opinion of Probable Costs
- Final Master Plan Document

MEETINGS FOR TASK ONE:

- One (1) Kickoff Discussion with Client Team
- One (1) Initial Design Update Review with Client Team
- Two (2) Community Engagement Meetings
- One (1) Final Concept Review Meeting with Client Team

Article 2 Compensation and Payments

- a. SWT agrees to perform the services outlined in this Agreement on a lump sum basis not-to-exceed \$12,500.00.
- b. Invoicing for SWT fees will be submitted monthly and based on percentage completion of the project task work. Payment shall be due within 30 days from the date of the invoice.

Article 3 Direct Expenses

- a. Direct expenses, i.e., report materials, personal car mileage, computer printing, photocopies, photography, blueprinting, delivery service, etc., are included in the above fees. If sub-consultants are needed for additional work items, they will be mutually agreed upon by SWT and the Client.

Article 4 Additional Services and On Call Services Hourly Rates

Additional Services shall be provided if authorized or confirmed in writing by the Client. Additional Services will be paid for by Client in addition to the compensation for Basic Design Services. Additional Services will be compensated based upon a mutually agreed fee. If a fee is not mutually agreed to, the Additional Services will be billed at the hourly rates set forth herein. Incurred expenses associated with any Additional Services are in addition to the Additional Services Fee and will be reimbursed at cost.

Services will be billed on an hourly basis at the following rates:

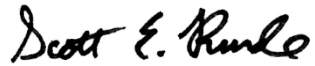
Managing Partner	\$225.00	Associate	\$125.00
Partner	\$190.00	Designer	\$ 95.00
Sr. Associate I	\$155.00	Staff I	\$ 90.00
Sr. Associate II	\$145.00	Staff II	\$ 80.00
Civil Engineer I	\$155.00	Staff III	\$ 70.00
Civil Engineer II	\$135.00	Administrative	\$110.00
Senior Planner	\$150.00	Clerical	\$ 70.00
Planner	\$125.00		

Article 5 Work Not Included in Basic Services

- a. Soils/Geotechnical Investigation
- b. Civil / Structural / MEP Engineering / Architecture
- c. Topographic and Boundary Surveys
- d. Construction Documentation
- e. Construction Observation Services
- f. 3D Modeling / Renderings / Physical Models
- g. Permitting Agency Review / Coordination

If the foregoing meets with your approval, please indicate this approval by signing the appropriate line below and returning one original for our files. If this agreement is not accepted within 30 days, the offer to perform the described services is withdrawn and shall be null and void.

Sincerely,



Scott Runde, PLA, AICP
Partner – SWT Design

Authorizing Signature

Date

Print Signature

RESOLUTION

R26-7

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH SWT DESIGN FOR SITE CONCEPT PLANNING SERVICES FOR THE YALE OPEN SPACE PARK

WHEREAS, the City retained SWT Design to develop an equity-based Parks Master Plan, which was adopted in 2022 and identified Yale Open Space as a priority site for park improvements; and

WHEREAS, the Parks Master Plan anticipated a planning and design process for Yale Open Space later in the plan's overall implementation timeline; and

WHEREAS, community engagement conducted in December 2025 identified the need for improved park amenities in the Yale/Manchester neighborhood, and staff recommended advancing the Yale Open Space planning process to respond to community input; and

WHEREAS, SWT Design has submitted a proposal to provide site concept planning services for Yale Open Space for a lump sum amount not to exceed \$12,500; and

WHEREAS, funding is available in the Parks and Stormwater half-cent capital improvement fund.

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

Section I. The City Manager is hereby authorized to enter into an agreement with SWT Design for site concept planning services for the Yale Open Space Park in an amount not to exceed \$12,500.

Section II. This Resolution shall take effect immediately upon its adoption.

Passed this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Approved this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: February 19, 2026
Re: **Memorandum of Understanding with Citizens for Modern Transit for Bus Bench Installation, 7100 Block of Manchester Road**

Attached is a memorandum of understanding (MOU) between the city and Citizens for Modern Transit (CMT) for the installation of two transit benches on the north and south sides of Manchester Road in the 7100 block, at the bus stop locations identified in the Yale/Manchester neighborhood investment recommendations presented at the January 27, 2026, work session.

Project Scope

Citizens for Modern Transit (CMT) is offering the city three benches through the CMT/AARP Bus Bench Placemaking Program. The city is proceeding with two at this time, one on each side of Manchester Road at the relocated bus stop locations in the 7100 block. Staff is continuing to work with private property owners to identify the best location for the third bench, and a separate MOU will be presented to Council for that installation when a site is confirmed.

Under the MOU, CMT and AARP will cover the full capital cost of the benches. The city's responsibilities are installation and ongoing maintenance. CMT will conduct community engagement around the bench installations over the six months following installation. The city will own the benches and all associated infrastructure in perpetuity.

The city is also pursuing a grant through AARP to install a three-sided bus shelter at the north-side Manchester Road stop. The grant application is due March 4, with awards anticipated at the end of summer 2026. Staff has also reached out to Bi-State to explore whether a standard shelter could be installed at the time of bench installation and replaced by the grant-funded shelter if the application is successful.

CMT and AARP Partnership

CMT was established in 1985 to help bring light rail to St. Louis and has since become the region's leading transit advocacy organization. CMT works to secure state and federal funding for transit projects, address safety and security concerns, increase ridership, and ensure that elected officials and civic leaders understand the value of public transit. The CMT/AARP Bus Bench Placemaking Program reflects that mission directly: bringing professional-grade transit infrastructure to communities across the region at no capital cost to local governments. The bench design selected through this program reflects CMT and AARP's experience in transit amenity planning and their commitment to improving the rider experience for all community members.

These installations are also consistent with and advance the goals of the city's draft comprehensive plan (attached), which identifies the Manchester Road corridor as a priority for enhanced transit amenities and calls specifically for improvements to the transit rider experience through upgraded shelters, seating, lighting, and wayfinding. The draft plan also directs the City to add city-branded shelters, bike racks, and rider amenities to transit stops and stations to improve service quality, accessibility, and comfort, and to establish a sense that transit is part of Maplewood's identity. This partnership with CMT provides a replicable, cost-effective model for meeting those goals incrementally throughout the corridor and across the city. Staff's goal is to continue to upgrade transit benches along Manchester in future budget years, in a style that complements the CMT benches, consistent with the plan's recommendations.

Park Amenities at the Park, Transit Amenities at the Stop

The bus stop installations are one component of a broader, comprehensive approach to amenities in the Yale/Manchester neighborhood designed to ensure the right amenities are available in the right places, supported by appropriate resources and programming.

The Yale Open Space park, for which Council is asked to authorize a design contract with SWT Design at tonight's meeting, will be developed through a community-driven process that includes two public engagement meetings. The park design will explore covered, open seating and gathering space, small play areas, landscaping improvements, and other amenities suited to a park setting. Residents will have direct input into what those amenities look like and how the space functions.

The Yale bus loop shelter itself is proposed for adaptive reuse as an activated public space through a public-private partnership with a mobile food vendor, providing food access, open seating, restroom facilities, and regular operational presence. That proposal, if Council authorizes staff to develop a formal agreement, would return to Council for approval.

The result of this comprehensive approach is not fewer amenities for the Yale/Manchester neighborhood; it is more amenities, better located, better supported, and better connected to the services residents have identified as priorities. Transit riders will have properly designed bus stops. Park users will have a community-designed park. And the bus loop, rather than continuing without the activation and management presence that staff and community members have identified as necessary to address longstanding safety concerns at the site, will become an activated neighborhood asset.

TRANSPORTATION

Maplewood's transportation objectives focus on creating safe, accessible, and well-maintained infrastructure for all users. The objectives address four priority areas: major transportation corridors, greenway network expansion, public transit quality, and neighborhood connectivity.

Major Corridors: Improvements to Big Bend Boulevard and Manchester Road will enhance safety, accessibility, and multimodal options on the city's primary thoroughfares.

Greenway Network: Collaboration with Great Rivers Greenway will establish the planned greenway connection along Greenwood Boulevard, creating continuous active transportation routes and connecting neighborhoods to parks, commercial districts, and transit.

Public Transit: Working with Metro Transit, the city will advocate for improvements to MetroLink stations and bus stops to enhance service quality, accessibility, and comfort for riders.

Neighborhood Connectivity: Implementation of the ADA Transition Plan and strategic placement of crosswalks and bike facilities will create safer, more connected local streets for pedestrians and cyclists.

Each objective includes key results that establish clear targets and allow the city to track progress toward a more connected and accessible transportation network.

Objective 1: The major transportation corridors in Maplewood have quality, well-maintained infrastructure that is safe and accessible for all users.

Work with St. Louis County to implement a safe, multimodal network on Big Bend Blvd.

Big Bend Boulevard ranks in the top 10% of roadways for crashes per year per mile in the East-West Gateway region. The East-West Gateway High Injury Network, which identifies roadways with the highest frequencies of fatal and serious injury crashes across the region, classifies Big Bend as a significant safety concern. The St. Louis region experiences 1.06 deaths per 100 million vehicle miles traveled compared to a peer city average of 1.04, with roadway crashes representing a leading cause of death for young people ages 8-20.

The St. Louis County Action Plan for Biking and Walking (2021) recommends implementing a separated bike lane along Big Bend Boulevard. A separated bike lane would enhance safety and accessibility for cyclists and pedestrians as part of a comprehensive multimodal network serving all users regardless of travel mode.

Pursuing this improvement requires Maplewood to engage proactively with St. Louis County and collaborate with neighboring jurisdictions that share interest in improving Big Bend Boulevard. This work aligns with St. Louis County's 2050 Comprehensive Plan priorities for Complete Communities and Sustainable Infrastructure, as well as the East-West Gateway Council of Governments' Long Range Transportation Plan. These planning frameworks emphasize regional coordination to promote improvement longevity and cohesion while addressing transportation equity gaps. By working cooperatively through these established regional partnerships and leveraging shared goals, Maplewood can advance desired transportation improvements more effectively and position projects to compete for federal and state funding opportunities.

Continue maintenance of Manchester Road within city limits

Manchester Road is the primary east-west corridor across Maplewood and a major regional arterial. Ownership and maintenance responsibility for Manchester west of Big Bend transferred from MoDOT to the city in early 2026. With the entire length of Manchester now under city maintenance, Maplewood can create greater cohesion along the corridor through consistent streetscape improvements.

These improvements would create a unified identity and consistent user experience across the entire corridor for drivers, pedestrians, cyclists, and transit users. Maintenance strategies could include consistent paving, pedestrian amenities, landscaping, lighting, signage, and traffic calming measures so that Manchester Road presents a cohesive gateway and thoroughfare through the city. The entire Manchester corridor should emphasize enhancements to the transit rider experience through upgraded transit amenities including improved shelters, seating, lighting, and wayfinding.

The 7200 and 7300 blocks in the central business district have received the most investment and establish the aesthetic standard for Manchester Road. The 7100 block (nearest the St. Louis City limit) and the 7400 block (nearest the Big Bend intersection) need improvements to match this standard. Planned pedestrian safety improvements include brick crosswalks at intersections and enhanced mid-block crossings. Additional traffic calming measures and pedestrian improvements can create a safer, more desirable corridor that encourages walking and biking and supports commercial activity.

The 7500-7800 blocks between the Maplewood-Manchester MetroLink station and Big Bend, now under city ownership, also need improvements to match the eastern portion in the central business district.

Case Study: Grand Boulevard, St. Louis

Grand Boulevard in South City St. Louis, completed in 2011, redeveloped a six-block stretch from Arsenal Street to Utah Street. The corridor historically functioned as a high-speed arterial. Its redesign re-prioritized the pedestrian experience through a road diet that

reduced vehicular lanes and speeds (from an average of 42 mph to a design speed of 25 mph), reallocating space to expand sidewalks from 6.5 feet to 15 feet.

Wider sidewalks facilitated increased outdoor dining (adding 337 seats), street furniture, and thriving street life. Green infrastructure included porous paving, rain gardens, and native tree plantings that increased canopy cover and improved stormwater management. The project improved ADA accessibility and established consistent design elements across building massing, signage, and street amenities.

Post-implementation surveys revealed a 268% increase in public satisfaction with visual appearance, demonstrating how design philosophy can transform a utilitarian roadway into a pedestrian-friendly destination that boosts aesthetics and community vitality.

Prioritize high-visibility crosswalks on major transportation corridors to create safe routes to schools

Residents identified safe walking and biking routes to schools as a priority during the planning process. Maplewood has installed brick crosswalks in many locations to calm traffic and enhance downtown aesthetics. However, high-visibility painted crosswalks offer superior visibility for drivers and pedestrians, particularly at major intersections and locations with high pedestrian volumes where safety is paramount.

Fatal and serious injury crashes remain a significant concern in the St. Louis region, which experiences slightly higher rates than peer regions. These crashes are the leading cause of death for children ages 8-20 and the second leading cause for ages 4-7. Every child deserves a safe route to school.

Best practices in traffic safety recommend high-visibility crosswalk designs such as ladder, zebra, and continental markings. These designs feature thick white lines or bars perpendicular to vehicle travel, spanning the crosswalk width. Research demonstrates these markings significantly increase driver awareness of pedestrian crossings compared to traditional or decorative crosswalk treatments.

High-visibility crosswalks represent a targeted intervention that yields substantial safety benefits without requiring extensive corridor reconstruction. Prioritizing these crosswalks at major intersections, along routes to schools, and at high-pedestrian-volume locations creates safer walking environments while allowing brick crosswalks to remain in appropriate downtown contexts where traffic calming is the primary goal. These strategic improvements enhance walkability citywide, supporting pedestrian travel and fostering stronger connections across neighborhoods.

Objective 2: The new greenway connection at the southern end of the community creates a better-connected community overall.

Work with Great Rivers Greenway to complete the greenway connection on Greenwood Boulevard

The Greenwood Boulevard greenway connection will link the Deer Creek Greenway and River des Peres Greenway, creating a safe, comfortable bicycle and pedestrian route for users of all ages and abilities. Construction on the Deer Creek Greenway extension and Greenwood Boulevard reconstruction is underway. When complete, the Deer Creek Greenway will traverse Maplewood, Webster Groves, and Brentwood, connecting with the River des Peres Greenway in the City of St. Louis. The greenway will link neighborhoods, businesses, and MetroLink stations with multiple parks including Brentwood Park, Lorraine Davis Park, Barnickel Park, and Deer Creek Park.

This connection positions Maplewood as a central hub in the regional greenway network. The city currently has direct access to the Deer Creek Greenway, which enters the city at Deer Creek Park and spans 0.72 miles. The extension follows the Union Pacific railroad tracks along Greenwood Boulevard eastward to connect with the River des Peres Greenway in the City of St. Louis. Future regional connections may include an extension of the River des Peres Greenway to Forest Park via Richmond Heights.

Successful greenways provide connectivity and comfort. They connect people to destinations including jobs, schools, shopping, healthcare facilities, and parks, as well as to neighborhoods and transit stations. The experience of using the greenway matters: effective greenways feel safe, intuitive, and welcoming through ADA-compliant infrastructure, well-marked crossings, appropriate lighting, and clear wayfinding.

Greenways generate measurable economic benefits. In the St. Louis region, homes within a quarter mile of greenways command a 5-10% property value premium, contributing directly to the local tax base. Greenways also stimulate business activity, attracting visitors who patronize shops, restaurants, and services along routes, and creating jobs in construction, maintenance, and tourism-related industries.

The partnership with Great Rivers Greenway is essential to this project and future multimodal connectivity initiatives. Great Rivers Greenway develops and maintains the system of intercity greenways across the St. Louis region. This collaboration aligns with the St. Louis County 2050 Comprehensive Plan, which emphasizes inter-jurisdictional cooperation to identify and prioritize regional multimodal projects, including infrastructure like secure bike storage, sheltered seating, and clear wayfinding. The city will partner with neighboring municipalities to ensure the greenway's long-term viability and impact.

Encourage local businesses on Greenwood Boulevard that serve greenway users

The greenway connection on Greenwood Boulevard creates opportunities to support commercial development that serves greenway users while strengthening the local economy. Greenways attract consistent pedestrian and cyclist traffic, creating a customer

base for complementary businesses such as cafes, bike shops, outdoor gear retailers, healthy food options, and convenience services.

Encouraging these businesses to locate along Greenwood Boulevard enhances the greenway user experience by providing convenient access to desired services and amenities. This transforms the greenway from a purely recreational path into infrastructure that supports daily transportation needs. The presence of businesses serving greenway users creates demand that local businesses can meet, generating a mutually reinforcing relationship.

Greenway-oriented businesses contribute to local economic growth through increased revenue, job creation, and a diversified economic base. A thriving commercial corridor makes surrounding properties more attractive for commercial and residential investment, potentially increasing property values and strengthening the tax base. These businesses also contribute to neighborhood character and identity, creating a distinct greenway district that enhances sense of place.

Realizing these benefits requires aligning zoning regulations and Special Business District efforts with the goal of supporting greenway-compatible businesses. Current zoning may inadvertently restrict businesses that would best serve greenway users or impose unnecessary barriers to their establishment. Reviewing and adjusting zoning codes can create a regulatory environment that supports and streamlines the process for greenway-compatible businesses to open and operate successfully.

Identify and prioritize amenities and connections for the greenway

The Greenwood Boulevard greenway requires supporting amenities and connections to maximize its utility and accessibility. Well-designed amenities provide convenience and comfort while contributing to safety through clear wayfinding, visible facilities, and a sense of active use. Essential amenities include bike racks, seating, wayfinding signage, water fountains, trash and recycling receptacles, lighting, and dog waste stations. Additional features such as public art, picnic tables, fitness stations, and bike repair stations can enhance the user experience. Collaboration with Great Rivers Greenway will be essential for identifying and implementing these amenities.

Extending the greenway's reach requires robust multimodal connections to surrounding neighborhoods, commercial districts, public transit, and regional destinations. Supporting infrastructure maintained by the city will create these connections. This includes traffic calming measures on local streets to create safer conditions for pedestrians and cyclists, dedicated bike lanes, multi-use paths extending from the greenway into community nodes, and shared lane markings (sharrows) on roadways where dedicated lanes are not feasible. A comprehensive wayfinding system both on and off the greenway will guide users to and from key destinations throughout the community.

Objective 3: Metro Transit services in Maplewood provide reliable, accessible, and safe transportation options.

Work with Metro Transit to ensure high-quality service at MetroLink stations and bus stops. Maplewood contains two MetroLink stations (Maplewood-Manchester and Sunnen) and four bus routes. Public transit serves two distinct populations: individuals who lack access to or cannot use a motor vehicle, and those who prefer not to rely solely on personal vehicles. These groups prioritize different aspects of service. Riders with disabilities may prioritize accessibility features, while riders who choose transit over driving may prioritize speed or comfort.

During the COVID-19 pandemic, Metro Transit significantly reduced routes, stops, and bus frequency due to difficulties hiring operators. The Route 16 (City Limits bus), which runs north-south along Bellevue Avenue on Maplewood's eastern side, saw headways lengthen from 20-30 minutes to 30-40 minutes. Although Metro has hired new drivers, many service reductions remain in place, and residents want these services restored.

Data shows that transit systems restoring service levels are seeing restored ridership. The St. Louis region currently operates at 80% of pre-pandemic service levels but has recovered only 60% of ridership. This recovery lags behind most other U.S. cities. Service cuts create significant consequences: riders with transportation alternatives may choose other modes, further reducing ridership and potentially increasing vehicle traffic. Riders who depend on transit experience reduced quality of life and may relocate if impacts are substantial enough.

The city should maintain regular communication with Metro Transit to convey resident needs and ensure Metro understands local impacts of service decisions. Active advocacy is essential, including requests for service restoration, participation in public hearings, and mobilizing community support to demonstrate demand for better transit options. Residents can and should continue to advocate for service restoration and expansion, and the city should provide updates about conversations with Metro. Identifying a city staff member responsible for Metro advocacy may strengthen these efforts. Strong ridership on routes like Route 16 demonstrates community need and supports the case for service expansion.

Prioritize improved pedestrian connections from MetroLink stations to downtown and other destinations

The walk from the Maplewood-Manchester MetroLink station to downtown and from the Sunnen station to surrounding destinations currently presents barriers to pedestrian travel. These conditions limit the stations' potential to generate foot traffic and economic activity in commercial areas.

Strategic pedestrian improvements connecting the stations to key destinations will increase MetroLink ridership and visitor traffic to commercial corridors. As discussed in the corridor improvements section, overlay districts may be appropriate to create zoning compatible with pedestrian-oriented development and transit-oriented design near stations.

Add city-branded shelters, bike racks, and rider amenities to transit stops and stations

Enhancing transit amenities with distinctive Maplewood branding creates a cohesive transit environment that fosters community pride and makes public transportation more attractive to riders with alternative mobility options. City-specific branding at shelters, bike racks, and other amenities can create a sense of place distinct from Metro Transit's regional identity, signaling to residents and visitors that they have arrived somewhere special.

The Métro stations in Paris provide a model: their Art Nouveau design and stylized signage were commissioned to make subway travel more attractive and have become iconic symbols of the city itself. On a smaller scale, branded transit amenities in Maplewood can create a distinct identity that encourages ridership.

Building on existing efforts like the signage on the MetroLink overpass over Manchester Road and the Route 31 bus stop at Manchester Road and Marshall Avenue, this recommendation emphasizes creating a sense that transit is part of Maplewood's identity. A phased implementation schedule will ensure timely and effective improvements. All enhancements will meet accessibility requirements to ensure an equitable experience for all transit users.

Objective 4: A connected network of neighborhood streets allows for safe, multimodal movement throughout the community.

Begin the ADA Transition Study

The city is initiating an ADA Transition Study to comprehensively assess accessibility barriers within public spaces, facilities, and services. The study will be in the scoping stage when this plan is adopted. Once complete, implementation of the study's findings will demonstrate Maplewood's commitment to fostering an inclusive community where all residents can navigate the city with dignity and independence.

Implementing study recommendations will enhance quality of life for all residents, enabling people with disabilities to fully participate in community life, access essential services, and travel safely throughout the city. A transparent implementation approach should include establishing a timeline outlining when specific improvements will be initiated and completed, allocating sufficient budget through various funding sources including grants and dedicated municipal funds, developing a prioritization system

considering severity of barriers and number of people impacted, and creating measurable improvements to track progress.

Develop a systematic crosswalk implementation plan to increase safety and walkability

Systematic crosswalk implementation addresses the need for a safer, more accessible, and walkable community. Crosswalks, especially high-visibility designs, save lives, prevent injuries, and provide confidence to pedestrians. A comprehensive implementation plan should include utilizing insights from the ADA Transition Study to inform crosswalk placement and design, completing a crosswalk inventory identifying locations and conditions of existing and needed crosswalks, implementing a systematic installation plan with annual targets and specific costs, and prioritizing connections to schools, parks, libraries, commercial districts, and healthcare facilities.

This crosswalk plan should integrate into a broader multimodal improvement strategy for the city.

Create a cohesive network of bike-friendly routes on neighborhood streets

Rather than isolated additions, Maplewood should focus on creating a cohesive network of bike-friendly routes. Investing in cycling infrastructure enhances quality of life, economic vitality, and sustainability. Strategically integrating bike paths and shared lane markings (sharrows) into neighborhood streets improves bicycle safety and encourages cycling by defining roadway space for cyclists and increasing their visibility.

While many roadway widths present challenges for physically separated bike lanes, shared lane markings can be placed on most neighborhood streets. These markings designate where cyclists should ride, increasing visibility to motorists and creating a more predictable environment. Bike paths offering greater separation can be added where right-of-way allows.

The network should prioritize connectivity, identifying key neighborhood streets that can be interconnected to form a logical system for cyclists. Focus should be placed on connections to parks, commercial districts, and essential services. Integrating bicycle facilities into existing and future public works projects minimizes costs and maximizes efficiency. Whenever street improvements, resurfacing, or utility upgrades occur, the city should incorporate shared lane markings, bike path segments, or other bicycle-friendly elements.

Improving bicycle connectivity within Maplewood benefits the broader region by making it safer and easier for residents of neighboring communities to bike into Maplewood, potentially boosting the local economy.

This recommendation aligns with National Association of City Transportation Officials (NACTO) best practices and the St. Louis County Action Plan for Biking and Walking. NACTO emphasizes creating safe, comfortable, and connected networks for all ages and abilities. NACTO's Urban Bikeway Design Guide states that sharrows work best on low-speed, low-volume streets where speed limits are 25 mph or less and Average Daily Traffic is less than 4,000 vehicles. These criteria are met by most neighborhood streets in Maplewood. For collector and arterial streets, NACTO recommends more robust, separated bike facilities.

The St. Louis County Action Plan for Biking and Walking includes specific recommendations for Maplewood streets:

- Laclede Station Road: From Manchester Road to its end just south of Flora Street at the Sunnen MetroLink station, proposed as an advisory bike lane, similar to a sharrow but with a dashed bike lane along the roadway edge for added cyclist safety and visibility.
- Sunnen Drive/James Street: Between South Hanley Road and Sutton Boulevard. This route is proposed as a traditional bike lane along Sunnen Drive (between South Hanley Road and Big Bend Boulevard) and a shared lane on James Street (between Big Bend Boulevard and Sutton Boulevard). This would provide bicycle access to Sunnen Business Park and the Sunnen MetroLink station, enhancing multimodal transportation options.

Narrow roadways where feasible to calm traffic, increase multimodal safety, and expand greenspace

Strategically narrowing roadways achieves multiple benefits including traffic calming, enhanced multimodal safety, and expanded greenspace. Many major corridors were designed primarily for efficient vehicular flow, often resulting in excessive speeds and an uncomfortable environment for pedestrians and cyclists. The city's 2023 Traffic Study highlights that community concerns frequently center on speeding, running traffic control devices, and unsafe pedestrian conditions, particularly along Manchester Road and Big Bend Boulevard.

Road diets reduce perceived roadway width and encourage lower, safer vehicle speeds. The report notes that narrowed lanes (10-11 feet in urban areas) encourage drivers to reduce speeds and be more attentive, significantly reducing the risk and severity of crashes. This creates a safer environment for vulnerable road users including pedestrians and bicyclists.

Reallocated pavement from narrowed roadways provides opportunities to increase greenspace within the public right-of-way through wider tree lawns, linear parks, or stormwater-managing rain gardens. The Traffic Study specifically recommends bump-outs

and bioswales at intersections and along streets like West Bruno Avenue, noting that bioswales treat and filter stormwater runoff. The city will develop a comprehensive stormwater management plan in fiscal year 2027 (beginning July 1, 2026) to guide these and other stormwater infrastructure improvements. Greenspace additions enhance corridor aesthetics, improve air quality and stormwater management, and provide valuable urban canopy, transforming utilitarian corridors into more attractive and livable community assets.

Federal and regional funding programs support roadway narrowing projects. Surface Transportation Block Grant Program-Suballocated (STP-S) funds and Congestion Mitigation and Air Quality (CMAQ) Improvement Program funds are ideal for these initiatives. Maplewood's eligibility for SS4A Implementation funds is strong for Big Bend Boulevard, South Hanley Road, and Manchester Road, given their identification as part of the East-West Gateway region's High Injury Network.

MEMORANDUM OF UNDERSTANDING
between
Citizens for Modern Transit and City of Maplewood

I. Purpose

This Memorandum of Understanding (“MOU”) is entered into between Citizens for Modern Transit (“CMT”), 701 Market, Ste. 275, St. Louis, Missouri 63101, and the City of Maplewood, 7601 Manchester Road, Maplewood, Missouri 63143.

Citizens for Modern Transit leads efforts for an integrated, affordable and convenient public transportation system with light rail expansion as the critical component that will drive economic growth to improve quality of life in the St. Louis region. CMT in partnership with AARP in St. Louis initiated a Bus Bench Placemaking Program in 2025.

CMT and the City of Maplewood are entering into a partnership for two bus benches, one at 7167 and one at 7172 Manchester Road.

The purpose of this MOU is to formally establish a partnership between CMT and City of Maplewood to describe and agree to the parameters and scope of each party’s intended engagement in the partnership. This MOU sets forth a structure in which the Parties will work in a mutually beneficial manner to bring new transit infrastructure to residents and riders in the region.

II. Objectives of the Partnership

Through this MOU, CMT and the City of Maplewood agree to work together to provide two new benches for riders and residents at 7167 and 7172 Manchester Road, which will increase transit patronage and resident engagement and enhance public open space.

III. Roles and Responsibilities

A. Through this partnership, CMT will:

- i. Provide the bus benches;
- ii. Manage communications around the installation of the bus benches;
- iii. Manage community engagement around the bus bench installations.
- iv. With the support of partners, build excitement with community members at the prospect of new and engaging transit infrastructure;

B. The City of Maplewood will:

- i. Installation of benches at designated site including required permits.
- ii. Provide continuing maintenance, upkeep and repair after the project is complete over the life of the bench as determined by the City.
- iii. Own the Project in its entirety, for the lifetime of the infrastructure including concrete pad, bench, and signage, including the equipment purchased by CMT/AARP;
- iv. Take sole responsibility for maintenance of the bench infrastructure.

IV. Project Costs

CMT and AARP will cover the capital costs of the bench. Construction and maintenance costs will be the responsibility of the City of Maplewood.

V. Marketing

CMT shall jointly participate in marketing to promote programming and the associated project executed through this agreement with approval of each respective organization.

VI. Timeline

CMT will conduct community engagement around the bench placements over the course of 6 months, beginning on install date. The bench installation timeline will be determined by the City.

VII. Insurance

The City of Maplewood shall obtain and maintain from no less than seven (7) days prior to the installation of the project and for life of bench, commercial general liability insurance (providing coverage against liability for bodily injury, death and property damage that may arise out of or be based upon the use of the infrastructure) with a limit of not less than one million dollars (\$1,000,000) per occurrence and which policy shall provide that CMT be given at least thirty (30) days prior written notice of any change or cancellation of coverage.

VIII. Termination

In the event CMT fails to make the payments required under Section V or otherwise breaches the Agreement, The City of Maplewood may terminate this Agreement upon written notice to CMT of such termination.

In the event the City of Maplewood breaches the agreement, CMT may terminate this Agreement upon written notice to the City of such termination.

IX. Contact Information

Citizens for Modern Transit
Kim Cella, CEO
701 Market, Ste. 275
St. Louis, MO 63101
kcella@cmt-stl.org
314-231-7272

Amber Withycombe
City Manager
City of Maplewood
7601 Manchester Road
Maplewood, MO 63143
awithycombe@maplewoodmo.gov
314-646-3603

By executing this Memorandum of Understanding where indicated below, each Party agrees, as of the date of the final signature, to be bound by the terms and provisions set forth above.

For the Citizens for Modern Transit:

By: _____

Date: _____

Name: Kimberly Cella

Title: CEO

Address:

701 Market, Ste. 275

St. Louis, MO 63101

314-231-7272

Email: kcella@cmt-stl.org

For City of Maplewood:

By: _____

Date: _____

Name: Amber Withycombe

Title: City Manager

Address: 7601 Manchester Road

Email: awithycombe@maplewoodmo.gov

RESOLUTION

R26-8

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH CITIZENS FOR MODERN TRANSIT FOR THE INSTALLATION OF TWO TRANSIT BENCHES ON MANCHESTER ROAD

WHEREAS, Citizens for Modern Transit (CMT) and AARP operate a Bus Bench Placemaking Program providing transit benches to communities in the St. Louis region at no capital cost to local governments; and

WHEREAS, transit benches do not currently exist at the bus stops on the north and south sides of Manchester Road in the 7100 block; and

WHEREAS, CMT has offered to provide two benches for installation at those locations, with CMT and AARP covering all capital costs and the city responsible for installation and maintenance; and

WHEREAS, the city's draft comprehensive plan identifies enhanced transit amenities as a priority for the Manchester Road corridor and calls for rider amenities at transit stops and stations to improve service quality, accessibility, and comfort for riders.

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

Section I. The City Manager is hereby authorized to execute a memorandum of understanding with Citizens for Modern Transit for the installation of two transit benches on Manchester Road in the 7100 block.

Section II. This Resolution shall take effect immediately upon its adoption.

Passed this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Approved this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: February 23, 2026
Re: **Copier/Printer Equipment Lease**

The city's current copier lease expires March 3, 2026. Staff issued RFP 2026-001 on February 6 seeking proposals for a 60-month lease for two high-volume multi-function copiers (one for the Police Department and one for City Hall Administration) with comprehensive maintenance services. Proposals were due and publicly opened on February 20, 2026.

The RFP specified that equipment must meet or exceed the capabilities of the city's current Canon DXC5760 copiers, with minimum requirements including color copying, printing, and scanning; a speed of at least 50 pages per minute; secure print release; data encryption; and after-hours emergency service availability for the Police Department. All toner and consumables, preventive maintenance, parts, and labor are included in the lease. The selected vendor is required to install and configure all equipment by March 1, 2026, and to permanently erase all City data from equipment hard drives and provide certification of data destruction at lease end.

Staff recommends award to Konica Minolta Business Solutions U.S.A., Inc., which submitted the most advantageous proposal. The recommended option provides two new Konica Minolta Bizhub c551i Color/B&W multi-function devices with delivery, installation, and network setup included. The monthly cost is a flat \$437.28 covering both equipment and unlimited printing with no overage charges, no meter reads, and a two-hour average response time, providing budget predictability over the full lease term. The total 60-month cost is \$26,236.80.



KONICA MINOLTA



PROPOSAL FOR:

Amber Withycombe
City of Maplewood
RFP 2026-001: Copier Lease

PRESENTED BY:

Jeff Schoor
Education & Government Account Manager
Konica Minolta Business Solutions U.S.A., Inc.

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- Proposed MFP
- Equipment Configurations
- Pricing





KONICA MINOLTA

February 13, 2026

City of Maplewood
7601 Manchester Road
Maplewood, MO 63143

RE: RFP 2026-001: Copier Lease

Attn: Amber Withycombe

Konica Minolta welcomes the opportunity to respond to your request and offer a program that combines our leading print, services, and solution with our advanced imaging technology. This cutting-edge combination will give the City of Maplewood a competitive advantage by providing a unique holistic approach to accomplishing your current and long-term business goals.

Today's highly mobile, flexible, and dynamic workforce requires technologies and solutions that seamlessly connect people, spaces, and technologies. At Konica Minolta, we are committed to helping you increase collaboration and productivity and improve your overall workplace efficiency. If you have any questions, please contact:

Jeff Schoor, Education & Government Specialist
16401 Swingley Ridge Road
Chesterfield, MO 63017
Phone: 314-480-2664
Email: jschoor@kmbs.konicaminolta.us

Thank you for considering Konica Minolta in your evaluations. We look forward to demonstrating our commitment to the City of Maplewood and are confident that our offer will meet your expectations.

Sincerely,

Jeff Schoor
Konica Minolta Business Solutions U.S.A., Inc.
16401 Swingley Ridge Road
Chesterfield, MO 63017



ACCOUNT MANAGEMENT

Our relationship will be managed by the Account Management team based in our St. Louis sales and service branch office. The team will ensure the overall success of your program and the timely implementation of our solution.

At regular intervals during our relationship, Konica Minolta will coordinate Periodic Account Review (PAR) meetings. The meetings will act as a forum to discuss our partnership, the current deliverables, and the development of future strategies. We recommend and encourage these reviews to take place on a quarterly basis but can be scheduled as needed throughout the term of the contract.

Fleet reports will also be presented for evaluation, based on the data collected by our service and billing systems and customized to the needs of the City of Maplewood. The format of the reports, and the data to be included, will be discussed upon award to ensure that all relevant data can be captured and accurately defined.

This structure will ensure the City of Maplewood can accurately evaluate our performance, as well as the effectiveness of our products and solutions, throughout the fleet and document workflow process.

The Account Relationship Team support includes:





Konica Minolta Team To Support City of Maplewood

Jeff Schoor

Education & Government Account Manager
314-480-2664
jschoor@kmbs.konicaminolta.us

Dan Eldridge

Sales Manager

Paul Bronke

Area Vice President

Eric Montgomery

Market Vice President

Jeff Galiley

Service Manager

Peggy Vercautereen

Assigned Project Manager



1. Manufacturer Direct Sales and Service Expertise
2. Konica Minolta Service Technicians 17 Years Average Tenure
3. Customer 1 Guarantee- Superior Service and Lease Long Guarantee
4. Excellent Service Performance. Minimum of 30 min. maximum of 4 hours.
5. Periodic Account Review performed every 90 days
6. Highest level of security: bizhub Secure, vCare, Secure Print
7. 24/7 account access to my.KMBS
8. Latest Award Winning Technology
9. All Proposed Equipment is New
10. Implementation Management (Ease of Transition) KM Methodology
11. Professional Training & On-Going Support
12. Konica Minolta Financial Stability
13. Konica Wearhouse is located here in St. Louis, This allows us to always have the correct parts and pieces in our service trucks for any service call.



Executive Summary for the City of Maplewood

We are excited for the opportunity to participate in the City of Maplewood's Request for Proposal for Replacement and Service Agreement for Copiers/Multi-Function Devices. You will find our teams of experienced industry professionals are aligned and dedicated to executing, implementing and managing an innovative managed print program. We are committed to delivering a program to the City of Maplewood that will continually add value throughout your digital transformation journey.

We believe that our participation in your project will allow our organizations the opportunity to develop a long-lasting partnership built upon collaboration, innovation, and transformation. One of the many elements that make us unique from other providers is the ability to listen to our clients' requirements, act on them, and offer innovative solutions and options.

Corporate Overview and Financial Stability

\$8B+ Global Supplier of Managed Print Services

Konica Minolta is a global organization with over \$8 billion in total revenue with 39,775 employees located in 150 countries. With over 2 million clients worldwide, we hold a leading global position in the office MFP (multifunction print) market. We are the world's leading designer and manufacturer of imaging technology, in addition to managed print services which include digital devices and software technologies that support the ***Intelligent Connected Workplace*** concepts.

Corporate Highlights Include:

Konica Minolta has received industry recognition by various industry groups including CRN's MSP 500 list nine times and The World Technology Awards recently named the company a finalist in the IT Software category.

Konica Minolta has been recognized as the #1 Brand for Customer Loyalty in the MFP Office Copier Market by Brand Keys for 17 consecutive years and received Keypoint Intelligence's BLI 2021 A3 Line of The Year Award, BLI 2021-2023 Most Color Consistent A3 Brand Award for its bizhub i-Series, BLI Pacesetter Award, and Konica Minolta's bizhub C360i, a new-generation MFP, was selected as a finalist for the globally authoritative design prize, International Design Excellence Award 2020 (IDEA 2020) and many more

Our **Corporate Vision** is to be an innovative corporation that continues to create inspiring products and services in the field of imaging. A global corporation that leads the market with advanced technologies and reliability.

Our **Mission** is to develop a long-term collaborative partnership where customer satisfaction is our primary objective. Our goal is to improve our client's user experiences- it is our priority to improve your user experiences in a sustainable way, particularly in the fast-changing print technology landscape.



Who is Konica Minolta?

- \$10 billion in total annual revenue
- 150 countries, 6 continents
- 20 top ranked manufacturing facilities
- 40,000 employees worldwide
- Industry leading R&D and Green Initiatives
- Named for the 7th straight year to the Dow Jones Sustainability Index
- #1 in Client Loyalty 14 years in a row *Brand Keys
- 2025 America's Best Large Employers "Forbes"

#1

in client
loyalty

18 years
in a row!

- Brand Keys

+\$7.6B

in consolidated
net sales

\$425M

In R&D
expenditures

2 Million

Clients
worldwide

Presence in

150

countries

HIGHEST

Number of products on the
EPEAT registry

39,775

Employees

20

Top – Ranked
Manufacturing
Facilities

19,841

registered patents



Giving Shape to Ideas

Konica Minolta is reshaping and revolutionizing the Workplace of the Future™. With our comprehensive portfolio, we embrace our history in innovation and our investments in future technologies to continually deliver solutions to leverage mobility, cloud services and optimize business processes with workflow automation. Our All Covered IT Services division offers a range of IT strategy, support, and network security solutions across all verticals. In the United States, our products, solutions and services are offered by more than 125 direct sales locations and 350 Authorized Dealers.

At a Glance

Founded:	2003 (Merger of Konica Co.- est. 1873 & Minolta Corp.- est. 1959)
Headquarters:	2-7-2 Marunouchi, Chiyoda-ku, Tokyo, Japan
Revenue:	\$9 billion
Employees:	43,330
Presence:	160 countries on 6 continents
Manufacturing:	20 top-ranked facilities; China, Japan, USA,
Website:	http://www.konicaminolta.com
Connect:	     

Philosophy

Our philosophy is to articulate the ideas that are shared by our employees worldwide. Our Brand Proposition "Giving Shape to Ideas" is our pledge to our customers. Our vision articulates where we are heading in the future.

***A global company that is vital to society.
An innovative company that is robust and constantly evolving.***

"The Creation of New Value", this is the reason we exist. Through innovation, which only Konica Minolta can provide, we create value and share it with society for the betterment of people's lives today and for the generations to come.

Our 6 Values are the essence of our innermost beliefs and define how we go about our business and act towards all our partners. They articulate what we stand for and direct our decision making.



Konica Minolta Customer One Guarantee



KONICA MINOLTA



KONICA MINOLTA

CUSTOMER **ONE** GUARANTEE

We believe the best customer experience comes from not only how our products perform and how easy they are to use, but also from giving our customers the peace of mind to know that our MFPs (Multifunction Products) are backed by one of the best guarantees in the industry. So when your new Konica Minolta branded MFP arrives, you'll know you are getting the latest technology, superior service and support, and a guarantee **direct from the manufacturer.**

"It Works or It Walks"

We are so confident in the quality of our products that we guarantee your Konica Minolta branded MFP will (1) meet factory specifications and (2) be compatible with your network, or we'll replace it with an equivalent model:

- First two years: replacement will be a **brand new MFP**
- After two years: replacement may be new or refurbished
- **Plus,** Konica Minolta will also provide a \$1,000 rebate towards your next Konica Minolta branded MFP leased through Konica Minolta Premier Finance (KMPF) as a way to say "we're sorry for the inconvenience."

We've Got You Covered

The best customer experience is one that avoids problems altogether, which is why we've established remote monitoring and a rapid response process in conjunction with your local sales representative.

- Our Solutions & Support team will proactively monitor our installed MFP's performance, looking to identify potential issues before they become problems for our customers.
- Should a problem arise, our technical support, local service manager and advanced diagnostics team members are all empowered to authorize a replacement, allowing for a fast and easy resolution.

To learn more about the Konica Minolta **Customer One Guarantee**, contact your local sales representative.





NATURE GIVES. IT'S TIME TO GIVE BACK.



**A smaller ecological footprint is to everyone's advantage.
Konica Minolta is leading the way.**

Whether you have a Konica Minolta desktop printer, a whole fleet of bizhub® MFPs or professional AccurioPress and AccurioPrint printers, it's never been easier to recycle your consumables — toner cartridges, imaging units, waste toner bottles, developer units and drums. The recycling process is simple. For full details, just visit our Clean Planet website: www.cleanplanetus.com.



Konica Minolta Clean Planet Program



KONICA MINOLTA



CLEAN PLANET RECYCLING PROGRAM. A better way to handle your consumables.

HOW OUR PROGRAM PROTECTS THE ENVIRONMENT

No consumables in landfills. Konica Minolta has partnered with Close the Loop, Inc., a leading global recycler of imaging consumables to process returned consumables in an environmentally safe and responsible manner. All cartridges are recycled with zero waste to landfill and zero incineration.

Creating new and useful materials. Using state-of-the-art material separation processes, all consumables are processed, extracted and recovered for reuse. Recovered component materials are reengineered so they can again be manufactured into useful products such as asphalt and plastic modifiers.

RECYCLING IS EASY AND AT NO COST TO YOU

No additional cost. Unlike some recycling plans, Konica Minolta's Clean Planet Recycling Program doesn't require you to pay shipping or recycling costs.

All Konica Minolta consumables can be recycled. We now accept toner cartridges, imaging units, waste toner bottles, developer units and drums — all the consumables from every Konica Minolta model, not just selected models. No matter what volume of consumables you use, there's a recycling program to fit your needs.

A total commitment to the environment. For years, Konica Minolta has led the industry in policies and technologies designed to protect our planet — saving energy, minimizing pollution and reducing environmental impact through the entire lifecycle of our products.



For complete information on Konica Minolta products and solutions, please visit: CountOnKonicaMinolta.com

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Unique end-user online portal.

On our website, you'll find complete instructions on how to order our exclusive Clean Planet recycling boxes. We've streamlined the process so that now all recycling boxes received in your kit have a pre-paid return label applied to the box.

Tracking and reviewing your orders.

A new feature of our online portal includes the ability to track your orders so you'll know exactly when your Clean Planet recycling boxes will arrive at your location.

Online reporting.

Provides the ability to view and print reports that provide year-to-date information on the estimated bulk weight of all materials and total number of pieces you have sent back for recycling by location.

Small and home office customers:

"Create Your Own Clean Planet Box."

The Create Your Own Clean Planet Box program is designed for customers who use 3 consumables per month. Simply consolidate at least 5 Konica Minolta consumables in your own spare box (any box that you have on hand is fine to use), affix the UPS shipping label after printing it from our website, and ship. Please note, this return method is only to be used with Konica Minolta branded materials.

For our mid-sized customers.

A recycling box designed to hold 10–15 items (consumables only, no shipping materials) can be ordered from the CleanPlanet website. Just assemble the box and place it in your office. When the box is full, simply secure the liner with the included zip ties, tape the lid and schedule a pick up with UPS through our Clean Planet website. Please note, only Konica Minolta Clean Planet boxes can be accepted.

For high-volume customers.

Konica Minolta can arrange for the delivery and pickup of recycling pallets that hold a larger quantity of consumable items (not shipping materials). Please check our Clean Planet website for details.

For our Managed Print Services customers.

MPS is now part of Konica Minolta's Clean Planet Program, giving you one consolidated method for easily returning and recycling all your consumables.



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KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.
100 Williams Drive, Ramsey, New Jersey 07446

CountOnKonicaMinolta.com

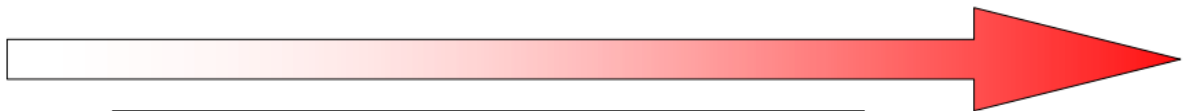


Item # CLNPLNTSS
8/2019-C

KM Service Escalation Process



KONICA MINOLTA



Consecutive Business Hours Problem is Unresolved.

0 – 4 Hours	4 – 8 Hours	8 – 16 Hours	16 – 24 Hours	24 – 32 Hours	> 32 Hours
FE Onsite- Works to resolve problem using all technical documentation available, including the knowledge base. FE contact Lead Technical Advocate for additional feedback/advice. If unable to resolve problem within 2 hours FE contacts SSD for further assistance. SSD Call Center 1-800-825-5664 Prerequisites: - FE Onsite w/ Documentation. - FE performed all associated initial troubleshooting. Help desk must Log Call. SSD assists FE in resolving the problem. The FE contacts area Field Service Manager to communicate situation. The FE conducts follow up to open Help Desk Ticket—If applicable	FE implements potential solutions from Helpdesk. If problem is resolved FE updates the call ticket and informs SSD of solution. The Call Log is updated and closed out. If problem is unresolved, SSD works with FE with additional phone support. All necessary parts are placed on order.-If applicable Field Engineer contacts and updates area Field Service Manager on progress and/or resolution. Field Service Manager/Lead Technical Advocate sends an E-mail to notify the RVP's, AVP's and the Area Lead Technical Advocate. Field Service Managers/Lead Technical Advocate responsibility to ensure that the branch escalation chain is notified as well (appropriate Sales Personal).	FE implements potential solutions from Helpdesk. If problem is resolved FE updates the ticket and informs SSD of solution. The Call Log is updated and closed out. If problem is unresolved, Technician/Local Service Manager contacts Area Technical Advocate and requests onsite visit to assist w/ Field Engineer. SSD works with both to provide potential solutions. Lead Technical Advocate facilitates conference call with the key technical resources to identify further potential solutions. Any additional parts are ordered. FE contacts and updates area Field Service Manager on progress and/or resolution. Service Manager/Lead Technical Advocate to respond to local team on progress/resolution.	FE implements potential solutions from Helpdesk. If problem is resolved FE updates the ticket and informs SSD of solution and the Call Log is updated and closed out. If problem is unresolved, Lead Technical Advocate communicates with CSC and request to be transferred to the AD Group. If all resources exhausted then the Advocate can be escalated to Field Support. Lead Technical Advocate facilitates second conference call with key technical resources to update problem. Lead Technical Advocate arrives on site and continues working the problem with FE. FE contacts and updates area Field Service Manager on progress and/or resolution. Service Manager/Lead Technical Advocate to respond to local team on progress/resolution.	Problem is worked to completion. If problem is resolved Lead Technical Advocate informs key technical resources of solution and Call Log is updated and closed out. If problem is unresolved Lead Technical Advocate suggests to the local branch to begin coordinating a loaner machine for a possible swap. SSD continues working problem to completion. If no progress is being made Lead Technical Advocate contacts Local Service Manager and schedules the shipment of a loaner machine. FE contacts and updates area Field Service Manager on progress and/or resolution. Service Manager/Lead Technical Advocate to respond to local team on progress/resolution.	The FE and Lead Technical Advocate awaits arrival of loaner machine and performs the De-install and installation of equipment.—If Applicable Lead Technical Advocate and FE ensure the loaner machine is functioning properly. Problem machine is sent back to branch or local warehouse location for repair. All necessary resources are utilized in order to resolve problem. When problem is resolved the Lead Technical Advocate contacts the FE and key technical resources to communicate solution. Equipment replacement is scheduled and completed.

Customer Portal MyKMBS.com



KONICA MINOLTA

Productivity Has a New Home: MyKMBS.com

MyKMBS

Convenience. Welcome to MyKMBS.com, a complete and comprehensive tool for managing, maintaining and controlling your Konica Minolta bizhub® fleet. MyKMBS.com has everything you need to keep your business moving forward. Whether you have one or one hundred Konica Minolta bizhub systems, this online management website conveniently helps you perform a multitude of valuable functions, including: placing service calls, ordering supplies, entering meter reads and even paying invoices. All in one place.





Easy. MyKMBS.com is a useful resource for managing and controlling your fleet, regardless of size or locations. It's simple to use, providing you with amazing functions and capabilities that save you time and money—while increasing your productivity.

Every detail of information about your equipment is at your fingertips: install dates ... service contract coverage dates ... service history ... and the exact location of the equipment down to the floor or department. MyKMBS.com makes managing your fleet quick and easy. Order supplies when you need them. Put a call in for service at the touch of a button. View and pay invoices. Customize reports. It's all yours and it's free. Just another way Konica Minolta helps give shape to your business—and your ideas.



Order Supplies



Service Call



Pay Invoices



Enter Meter Reads



and More...



Customer Portal MyKMBS.com



KONICA MINOLTA

A Complete and Comprehensive Tool for Managing, Maintaining and Controlling Your Konica Minolta bizhub® Fleet.



Fast.

Supplies

Not only faster and more accurate than other methods of ordering, but convenient. Ordering online at MyKMBS.com eliminates the worry and wonder. Once your order is placed, you can track it from our warehouse right to your door.

Service

Placing service calls is fast and easy. With a couple of clicks, your technician gets instant notification of the call and will contact you with an ETA ... Now THAT'S service. You'll also get an email confirmation that the call has been placed!

Reliable.

Meter Reads

Submitting meter reads can easily slip your mind. MyKMBS.com will send you an email reminder to let you know when your meter reads are due. And, because MyKMBS.com is available day and night, you can enter the reads at the time most convenient for you.

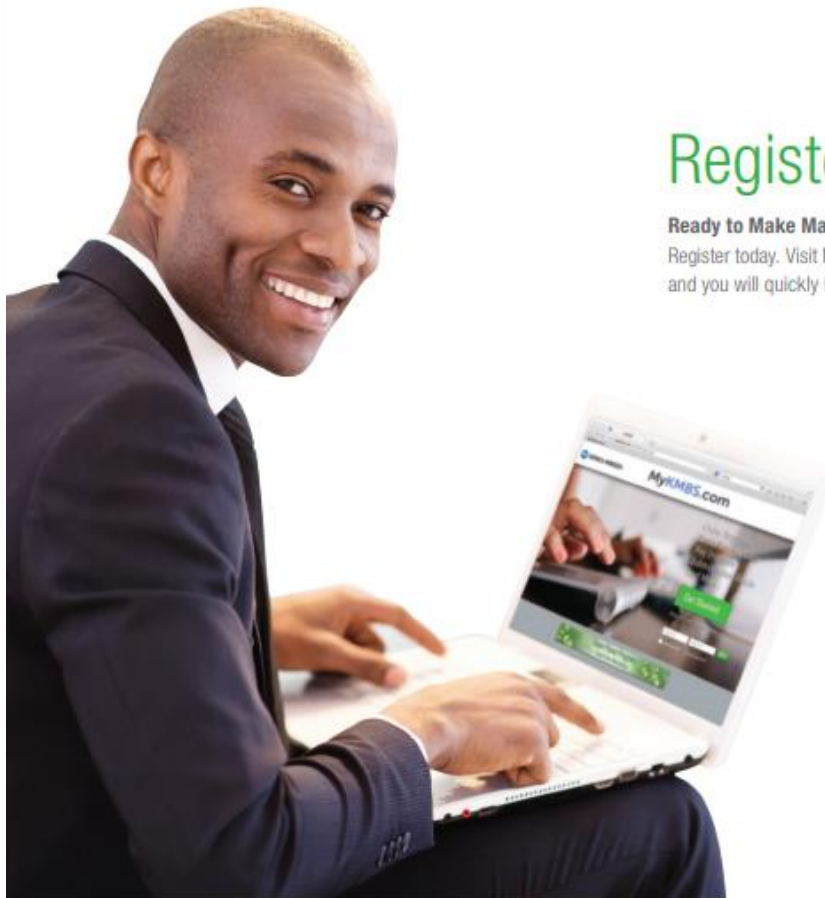
Pay Invoices

Quick, convenient and secure. View your open receivables and pay via credit card online—anytime.

Targeted.

Reporting

MyKMBS.com gives you fast access to customized reports. View your entire fleet including install and service contract dates. The Fleet Up-Time Performance Report provides you with up-time, response-time statistics, average monthly copy volume and more. You can view a summary of your fleet performance when you need it!



Register.

Ready to Make Managing Your Konica Minolta bizhub Systems Easier?

Register today. Visit MyKMBS.com and click "Get Started." A few simple steps and you will quickly be paying invoices, ordering supplies and so much more.

Partnership.

Konica Minolta can help give shape to your ideas and partner with you to achieve your corporate objectives. Contact us to realize opportunities in:

Information Management

*Enterprise Content Management (ECM)
Document Management
Automated Workflow Solutions
Business Process Automation
Security and Compliance
Mobility*

IT Services

*Application Services
Cloud Services
IT Security
Managed IT Services
IT Consulting & Projects*

Technology

*Office Multifunction Business Solutions
Commercial and Production Printers
3D Printers
Wide Format Printers
Laptops, Desktops and Computer Hardware
Servers and Networking Equipment
Optimized Print Services (OPS)
Facilities Management*



KONICA MINOLTA

KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.
100 Williams Drive, Ramsey, New Jersey 07446

KONICA MINOLTA

Manage the fleet on the go - anytime, anywhere with our Mobile App

[Home Page](#)

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Giving Shape to Ideas



Guest User

MyKMBS Online Fleet Management - Reporting - One click runs reports on demand

KONICA MINOLTA | MyKMBS

Fleet Reports

General Fleet Information

Equipment By Location

Fleet Uptime Performance

Open Service Calls

Service Call History

Meter History

General Fleet Information

Serial	Description	Location	Address	Install Date	Contract Type	Coverage Dates
A79A011004685	BIZHUB C54E		3330 ARCTIC BLVD ANCHORAGE, MO 99503	11/25/2015	ZUCP	12/02/2015 - 12/01/2020
A79A011004715	BIZHUB 454E		3330 ARCTIC BLVD ANCHORAGE, MO 99503	11/25/2015	ZUCP	12/02/2015 - 12/01/2020
A79A011004758	BIZHUB 264E		3330 ARCTIC BLVD ANCHORAGE, MO 99503	11/25/2015	ZUCP	12/02/2015 - 12/01/2020
A63N011010371	BIZHUB 4700P		1000 ELM ST MANCHESTER, MN 03101	10/20/2016	ZUCP	10/20/2016 - 10/19/2020
A79A011015401	BIZHUB C350		420 INTERNATIONAL BLVD BROOKS, AL 40109	01/28/2016	ZUCP	01/28/2016 - 01/27/2021

Excel Format

Equipment By Location

Serial	Description	Location	Install Date	Contract Type	Coverage Dates
113B837 - DICKENS AND SONS, 3330 ARCTIC BLVD ANCHORAGE, MO 99503					
A79A011004685	BIZHUB C54E		11/25/2015	ZUCP	12/02/2015 - 12/01/2020
A79A011004715	BIZHUB 454E		11/25/2015	ZUCP	12/02/2015 - 12/01/2020
A79A011004758	BIZHUB 264E		11/25/2015	ZUCP	12/02/2015 - 12/01/2020
113B837 - DICKENS AND SONS, 1000 ELM ST MANCHESTER, MN 03101					
A63N011010371	BIZHUB 4700P		10/20/2016	ZUCP	10/20/2016 - 10/19/2020
1035027 - DICKENS AND SONS, 420 INTERNATIONAL BLVD BROOKS, AL 40109					
A79A011015401	BIZHUB C350		01/28/2016	ZUCP	01/28/2016 - 01/27/2021

Excel Format



[Home](#) [Technology](#) [IT Services](#) [Information Management](#) [Industry Solutions](#) [Support & Downloads](#) [Workplace of the Future](#) [About](#)

[Home](#) / [Support & Downloads](#) / [Client Services Desk](#)

[FIND SALES LOCATION](#)

[GET A QUOTE](#)

Client Services Desk

[Brochure](#)

Where To Go When You're Asking More Than "Why?"

From when we're very young, we all have questions and have multiple places to go for answers — mom and dad, a sibling or a teacher. So it's nice to know that whenever you have a question for your general office and graphic applications you know exactly where to go: The Konica Minolta Client Services Desk. It's the hub of digital support for answers relating to MFP copy, print and scan functions.



Virtual On-Site Support



Have A Systems Engineer
Contact Me



Download Drivers



MPS Post Installation Support



Comprehensive and focused training tailored to fit your needs.

User training is one of the most important steps in ensuring a successful implementation of our devices and software. With each interaction you have with us - whether online, over the phone or in person; we want your experience to be exceptional.

Our goal is to be your trusted partner and we are committed to your success. We work hard to earn our clients' loyalty through every step of the relationship by providing you with a world-class experience exceeding your expectations.

Through our experience we understand that no one size fits all. That is why Konica Minolta has created two separate ways to provide your business the User Training to fit your needs.

Level 1 – iTraining

- On line How-To Multi-Functional Printer/Copier Training videos are provided to Client <https://itraining.konicaminolta.eu/en/printing-systems.html>
- Online system introduction in which all important functions are explained in detail in clear video sequences.
- Self-paced and guided step-by-step using simple procedures to get to know your bizhub system in a simplistic manner.
 - Product Overview
 - Copy, Scan/Fax Functionality
 - Print applications
 - Paper jams/removal, replacing toner and staples

Level 2 - Virtual Training

- Live Streaming/Virtual via Google Meet or Zoom and performed by one of our trained Customer Support Representatives
- Live interaction with End Users
This training will be tailored based on the specific customer requirements. (The can also be recorded so that the customer users can refer back to where necessary.)
- Chapters at a Glance
 - Introduction
 - Systems Overview
 - General Information
 - Printing Applications
 - Standard Copy Functions (Basic Style)
 - Advanced Copy Functions (Classic Style)
 - Workflow Applications
 - Remote Panel

Support at your Fingertips

Our **award-winning bizhub MarketPlace** makes it easy to browse, purchase and download apps specifically designed for your Konica Minolta MFPs. Similar to those used on mobile devices, but specific to your business needs, the apps can be accessed right from your MFP control panel. The **cost-free "How2"** app contains brief "common function" video tutorials that can be viewed from a smartphone or tablet simply by scanning the QR code in the app; they can also be conveniently viewed and printed in a PDF version.



Konica Minolta's training teams develop their **expertise** on an on-going basis through our continual learning program to keep apprised of Konica Minolta's product offerings; from stand-alone digital devices to our advanced connected products and third-party solutions. This approach allows our client support teams to become invaluable partners in the success of our client's workflow solutions while providing the **highest level of client satisfaction**.



KONICA MINOLTA

Implementation Plan & Methodology

We pride ourselves on understanding our clients and their specific needs, and customize our implementation plan around those needs, delivering a seamless transition and implementation program with minimal disruption to your daily work environment.

The designated implementation team will coordinate with your representative and review the plan, outlining the proposed activities and technical components, including diagrams of the proposed workflow, and schedules for completion.

The proven Konica Minolta Implementation Methodology approach includes:

Implementation Planning/Project Management

- Document and understand the business needs (requirements)
- Identify any operational considerations and define appropriate processes needed to install the devices during the rollout of the hardware/software
- Document outlined operational requirements in the Deployment Guide

Technical Pilot

- Develop and functionality test of solution and/or changes
- Install Hardware and Software in the client's test environment located at the pilot sites for approximately 2-3 weeks
- Document the settings and process in the Konica Minolta Deployment Guide which will be used for additional installs in the client's network environment
- Client test/verification and acceptance
- When testing is complete, review the Deployment Guide for accuracy and make necessary adjustments

Full Deployment

- Deploy 1-10 devices at additional sites, to confirm accuracy of Deployment Guide and make any edits as necessary identified from additional installs
- Sign off on final Deployment Guide
- Deploy the solution and/or changes

Konica Minolta Implementation Plan



KONICA MINOLTA

Our Methodology

Discover y	Proof of Concept			Proposal		Master Agreement	
Implementation	Project Management						
	Technical			Business Planning			
	Technical Pilot	Test Deployment	Finalize Implementation Plan	Site Assessment	Training & Communication	Deployment Schedule	
	Full Deployment		Tracking				
Account Management	On Site Support		Client Services Desk		Professional Services		
	Periodic Account Reviews and Strategic Planning						

Proposed Multi-Functional Devices



KONICA MINOLTA

(2) New Konica Minolta, Bizhub c551i Color, B/W MFD



C551i

WIDTH	DEPTH	HEIGHT
32.5 inches	27.1 inches	47.8 inches



1 x NEMA 5 - 15R

<u>COLOR</u>	<u>B/W</u>	<u>PAPER SIZE</u>	<u>MAX PAPER CAPACITY (80g/m²)</u>
55	55	11 x 17	3500



(2) New Konica Minolta, Bizhub c551i

Included Features:

- 55 ppm Color, Black & White
- Network Scan, Fax, Print, & Copy
- Dual Scan Automatic Document Feeder
- Resolution: 1200 x 1200 dpi or better for print/copy; 600 dpi or better for scan
- Scan Capabilities: Scan-to-email, scan-to-folder, scan-to-USB
- Document Feeder: Minimum 100-sheet automatic document feeder
- Security Features: Secure print release (PIN and Card-Based)
- Stapling
- Booklet Maker
- Hole Punch
- (4) Universal Paper Trays That Holds up to 2500 Sheets of Paper
- 150 sheet universal size bypass tray
- Large 10.1" color touchscreen Control Panel
- Bizhub Secure
- Power Filters
- Available MFP level security options



Konica Minolta Business Solutions U.S.A., Inc.
2025 A3 Line of the Year Award

Konica Minolta's i-Series Awards





Option 1:

Lease Price: \$437.28 Per Month

Includes:

Equipment:

(2) New Konica Minolta, Bizhub c551i Color, B/W MFD

Delivery, Installation, and Network Set-Up

Service/Maintenance

60 Month Service Agreement

Includes:

All Parts, Toner, Staples, Supplies and Labor

2 Hour Average Response Time

Unlimited Printing (Color, B/W)

Same Invoice/Bill Every Month

No Overages

No Meter Reads



Option 2:

Lease Price: \$327.28 Per Month

Includes:

Equipment:

(2) New Konica Minolta, Bizhub c551i Color, B/W MFD

Delivery, Installation, and Network Set-Up

Service/Maintenance

60 Month Service Agreement

Includes:

All Parts, Toner, Staples, Supplies and Labor

2 Hour Average Response Time

Cost Per Copy

Pay For What You Print

No Overages

B/W Prints Charged at: \$0.0038

Color Prints Charged at: \$0.038

What Makes KMBS Different? bizhub SECURE

Proactive MFP based security protection

Protect documents that come in contact with the device SSD.

- 256-bit Self-Encrypting SSD
- Lock Password
- Data Overwrite
- Disable Unused Port and Protocols
- Customer Device Administrator Password





Konica Minolta bizhub One i-Series

Award-winning MFPs Shine in Areas of Productivity, Security, Quality and Ease of Use

2025 A3 LINE OF THE YEAR AWARD FROM KEYPOINT INTELLIGENCE

Their most prestigious award recognizes products that consistently excelled in testing, particularly in ease of use, features, and value.

Konica Minolta's Entire A3 Portfolio Recognized For:

- Exceptional and consistent performance across the lineup
- Impressive, simplified setup process
- Robust administrative capabilities
- Seamless fleet set-up and management
- Outstanding efficiency and excellent usability
- Professional-looking print quality
- Consistent, intuitive walk-up experience
- Strong security offering safeguards sensitive data, mitigates risk of unauthorized access



These Models Recognized For:

- Impressive productivity: Tested for full max monthly volume
- Faster-than-average job streams and first-print-out times: Make for highly productive devices in multi-user environments
- Suitability for modern working: Above-average scan speeds meet the digitization needs of today's hybrid workers

DON'T TAKE OUR WORD FOR IT!

"Beyond our scoring system, we also tested the reliability performance of the line of Konica Minolta devices and found exceptional performance. Additionally, when walking up to the user interface at any of the devices, the features, look and feel carry through to allow for a consistent experience for those that purchase a fleet this will be a strength that customers should know about."
— Pete Emory, Director



2025 A3 Line of the Year Award from Keypoint Intelligence

Their most prestigious award offering acknowledges products that consistently performed above average throughout testing in areas such as ease of use, features and value.

Konica Minolta's entire A3 portfolio recognized for:

- Exceptional and consistent performance across the lineup
- Strong security offering
- Robust administrative capabilities
- Seamless fleet set-up and management



Konica Minolta Business Solutions U.S.A., Inc.
2025 A3 Line of the Year Award

Konica Minolta Awards



KONICA MINOLTA



Konica Minolta Business Solutions U.S.A., Inc.
2025 A3 Line of the Year Award



Konica Minolta Business Solutions U.S.A., Inc.
BLI 2024-2025 Pacesetter Award in Education:
Professional & IT Services





- Webster University
- UMSL
- State Tech
- City of Mexico
- City of Jefferson City
- Osage County Health Department
- Village of Hanley Hills
- City of Dellwood
- Metro West Fire Protection District
- Pacific Fire Protection District
- City of East St. Louis
- Jefferson City School District
- Althoff Catholic High School
- Ursuline Academy
- Meramec Valley R-III School District
- Fort Zumwalt School District
- Chaminade College Preparatory
- Gasconade County R-2
- Normandy Schools Collaborative

References



KONICA MINOLTA

CLIENT NAME:	Webster University
Contact & Title:	Jeanene George, Director of Procurement
Address:	470 East Lockwood Ave., Webster Groves, MO 63119
Phone:	314-246-2476
Email:	Jeanenegeorge96@webster.edu
Scope of Work:	"I was very unhappy with my previous vendor. I could never get any help from my rep. He would never respond to my emails or phone calls. I needed help with an inventory count and making sure everything was running correctly. We had multiple machines not working and had issues getting a technician on campus to help fix the copiers. Jeff and the Konica Minolta team came on campus to do a full inventory check for me. The technicians have been very responsive when we need toner or a copier moved to a new location. When we found out that we needed more copiers and printers, we were able to add them to the same term as the rest of the fleet. Anytime I need anything or have a question Jeff has been very responsive."
# of Units Installed, Network and Software:	120 devices, 2 production machines, MPS, and Papercut. Contract is for 5 years and worth \$900,000
CLIENT NAME:	State Tech
Contact & Title:	Jenny Jacobs, Vice President of Finance
Address:	1 Technology Drive, Linn, MO 65051
Phone:	
Email:	Jenny.jacobs@statetechmo.edu
Scope of Work:	"I had no idea how unhappy we were with our copiers/service until we switched to Konica Minolta. Working through the contract and delivery process was smooth. The copiers have performed very well for <u>us!!</u> The technicians have been very responsive and always at our site to fix within 24 hours."
# of Units Installed, Network and Software:	30 copiers, 2 production machines, MPS, and Papercut. Looking to add more copiers.

References



KONICA MINOLTA

CLIENT NAME:	Normandy Schools Collaborative
Contact & Title:	Zack Mirzoev
Address:	3855 Lucas and Hunt Road, St. Louis, MO 63121
Phone:	314-493-0400
Email:	zmirzoev@normandysc.org
Scope of Work:	This is a brand-new customer. Just signed in late summer of 2025.
# of Units Installed, Network and Software:	54 devices. 37 copiers and 17 printers. PaperCut is included.
CLIENT NAME:	Liberty School District
Contact & Title:	Trey Katzer- Director of Technology Jason Breit- Director of Purchasing & Distribution
Address:	8 Victory Lane, Liberty, MO 64068
Phone:	Trey- 816-736-6896 Jason- 816-736-5358
Email:	Trey- trey.katzer@lps53.org Jason- jason.breit@lps53.org
Scope of Work:	Summer of 2020, Liberty School District upgraded with a district wide refresh.
# of Units Installed, Network and Software:	50 copiers, 5 Production machines, Papercut
CLIENT NAME:	Blue Springs School District
Contact & Title:	Kirk Sampson- Assistant Superintendent Business Services/ CFO
Address:	1801 NW Vesper, Blue Springs, MO 64015
Phone:	816-874-3204
Email:	ksampson@bssd.net
Scope of Work:	Summer of 2020, Liberty School District upgraded with a district wide refresh.
# of Units Installed, Network and Software:	151 Copiers, Papercut, RightFax Solution

References



KONICA MINOLTA

CLIENT NAME:	City of Jefferson City
Contact & Title:	Grant Haarmann- Director of Technology
Address:	320 E McCarty Street, Jefferson City, MO 65101
Phone:	573-634-6320
Email:	ghaarmann@jeffersoncitymo.gov
Scope of Work:	The City of Jefferson City has 6 copiers, and they also use us to service all desktop printers.
# of Units Installed, Network and Software:	Service of all copiers and desktop printers and so far there are 6 copiers and soon to be more.
CLIENT NAME:	Village of Hanley Hills
Contact & Title:	Dorothy Matthews- City Clerk
Address:	7713 Utica Drive, St. Louis, MO 63133
Phone:	(314) 725-0909
Email:	clerkhanhills@gmail.com
Scope of Work:	1 Copier as of right now. Soon to be 5 brand new phones and phone systems, a couple of desktop printers and service for them.
# of Units Installed, Network and Software:	One copier with booklet maker, three-hole punch, fax, extra scanning options and extra security.



KONICA MINOLTA

Form W-9
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type.
See Specific Instructions on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.	
2 Business name/disregarded entity name, if different from above.	
3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☒ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions)	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) 5 Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions. ☐	
5 Address (number, street, and apt. or suite no.). See instructions. 100 WILLIAMS DR	Requester's name and address (optional)
6 City, state, and ZIP code RAMSEY, NJ 07446	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
OR									
Employer identification number									

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person

Date **4-25-25**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



State of Missouri Missouri Retail Sales License

Licensee:

License Issued: 12/18/2023

KONICA MINOLTA BUSINESS SOLUTIONS USA INC
SALES
HOUSE SPRINGS, MO 63051

KONICA MINOLTA BUSINESS SOLUTIONS USA INC

MISSOURI ID: 2154024

The issuance of this license is contingent upon the licensee's compliance in all respects with the requirements in Chapter 144 RSMo and the rules promulgated thereunder.

This license is valid until cancelled and surrendered by the licensee or revoked by the Director of Revenue.

This license must be prominently displayed in the place of business.



This business is registered INSIDE the city limits of HOUSE SPRINGS in JEFFERSON COUNTY and you are liable to collect and remit all applicable state and local sales taxes.

This license is not assignable or transferable.

Notice Number: 2044342329

**Attachment 5: Work Authorization Form****FEDERAL WORK AUTHORIZATION PROGRAM ("E-VERIFY") ADDENDUM**

Pursuant to Missouri Revised Statute 285.530, all business entities awarded any contract in excess of five thousand dollars (\$5,000) with a Missouri public school district must, as a condition to the award of any such contract, be enrolled and participate in a federal work authorization program with respect to the employees working in connection with the contracted services being provided, or to be provided, to the District (to the extent allowed by E-Verify). In addition, the business entity must affirm the same through sworn affidavit and provision of documentation. In addition, the business entity must sign an affidavit that it does not knowingly employ any person who is an unauthorized alien in connection with the services being provided, or to be provided, to the District.

Accordingly, your company:

- a) Agrees to have an authorized person execute the attached "Federal Work Authorization Program Affidavit" attached hereto as Exhibit A and deliver the same to the District prior to or contemporaneously with the execution of its contract with the District;
- b) Affirms it is enrolled in the "E-Verify" (formerly known as "Basic Pilot") work authorization program of the United States, and are participating in E-Verify with respect to your employees working in connection with the services being provided (to the extent allowed by E-Verify), or to be provided, by your company to the District;
- c) Affirms that it is not knowingly employing any person who is an unauthorized alien in connection with the services being provided, or to be provided, by your company to the District;
- d) Affirms you will notify the District if you cease participation in E-Verify, or if there is any action, claim or complaint made against you alleging any violation of Missouri Revised Statute 285.530, or any regulations issued thereto;
- e) Agrees to provide documentation of your participation in E-Verify to the District prior to or contemporaneously with the execution of its contract with the District (or at any time thereafter upon request by the District), by providing to the District an E-Verify screen print-out (or equivalent documentation) confirming your participation in E-Verify;
- f) Agrees to comply with any state or federal regulations or rules that may be issued subsequent to this addendum that relate to Missouri Revised Statute 285.530; and
- g) Agrees that any failure by your company to abide by the requirements a) through f) above will be considered a material breach of your contract with the District.

Signed by:
By Myrtha Eugene (signature)
070ABCC75FBA480...

Printed Name and Title: Myrtha Eugene / Assistant General Counsel

For and on behalf of:
Konica Minolta Business Solutions U.S.A., Inc. (company name)



Attachment 5: Work Authorization Form (Continued)

EXHIBIT A
FEDERAL WORK AUTHORIZATION PROGRAM AFFIDAVIT

I, Myrtha Eugene, being of legal age and having been duly sworn upon my oath, state the following facts are true:

1. I am more than twenty-one years of age; and have first-hand knowledge of the matters set forth herein.
2. I am employed by Konica Minolta Business Solutions U.S.A., Inc (hereinafter "Company") and have authority to issue this affidavit on its behalf.
3. Company is enrolled in and participating in the United States E-Verify (formerly known as "Basic Pilot") federal work authorization program with respect to Company's employees working in connection with the services Company is providing to, or will provide to, the District, to the extent allowed by E-Verify.
4. Company does not knowingly employ any person who is an unauthorized alien in connection with the Services Company is providing to, or will provide to, the District.

FURTHER AFFIANT SAYETH NOT.

Signed by:
By: Myrtha Eugene (individual signature)
07/ABCC75FBA493...

For Konica Minolta Business Solutions U.S.A., Inc
(company name)

Title: Assistant General Counsel

Subscribed and sworn to before me on this 22nd day of April, 2025.

Marc Bravin
NOTARY PUBLIC

My commission expires:





KONICA MINOLTA

Thank you for this business partnership opportunity!



RESOLUTION

R26-9

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO ENTER INTO A 60-MONTH LEASE AGREEMENT FOR TWO HIGH-VOLUME MULTI-FUNCTION COPIERS FOR THE POLICE DEPARTMENT AND CITY HALL ADMINISTRATION.

WHEREAS, the City's current copier equipment lease expires March 3, 2026; and

WHEREAS, the City issued an seeking proposals for a 60-month lease for two high-volume multi-function copiers with comprehensive maintenance services; and

WHEREAS, proposals were duly received and publicly opened on February 20, 2026; and

WHEREAS, Konica Minolta Business Solutions U.S.A., Inc. submitted the most advantageous proposal based on equipment specifications, service capabilities, and cost; and

WHEREAS, City staff has reviewed the proposals and recommends award to Konica Minolta Business Solutions U.S.A., Inc.

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

Section I. The City Manager is hereby authorized to enter into a 60-month lease agreement with Konica Minolta Business Solutions U.S.A., Inc. for two Konica Minolta Bizhub c551i multi-function copiers for the Police Department and City Hall Administration, in accordance with RFP 2026-001, at a flat monthly rate of \$437.28 with unlimited printing included.

Section II. This Resolution shall take effect immediately upon its adoption.

Passed this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Approved this 24th day of February, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Memorandum



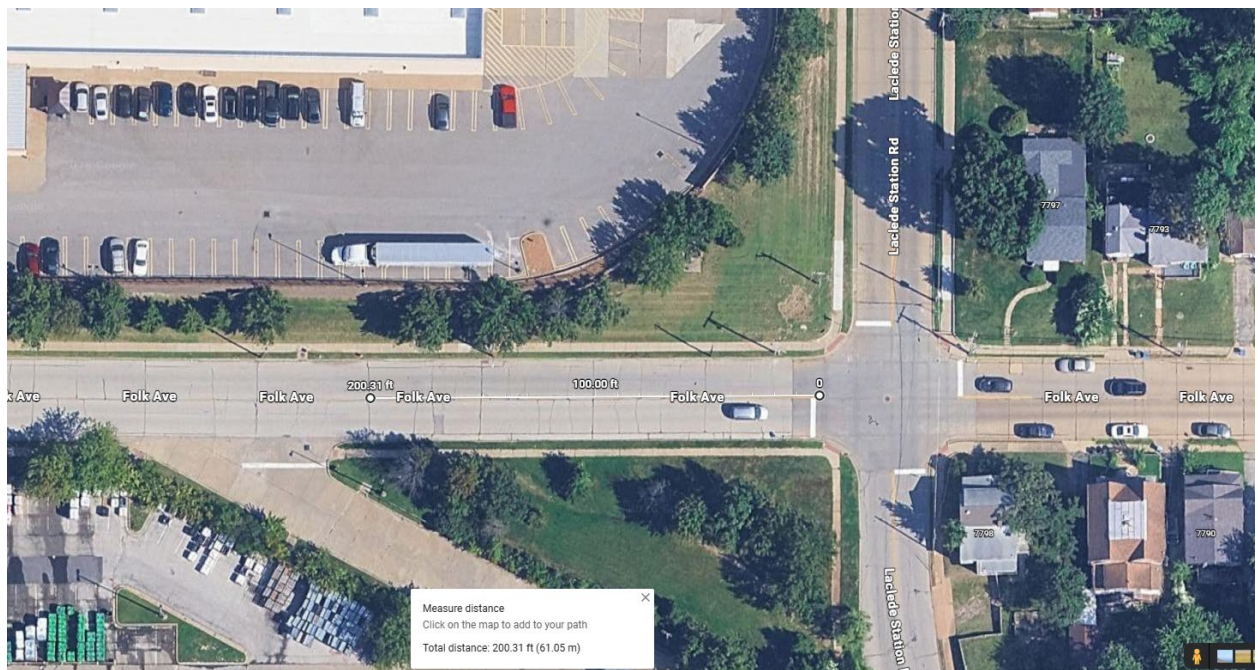
To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: February 19, 2026
Re: **Prohibiting Commercial Vehicle Traffic on Folk Avenue**

Staff recommends amending Section 50-119 of the Maplewood Code of Ordinances to add Folk Avenue to the list of streets closed to commercial vehicles. The restriction would apply to Folk Avenue from Big Bend Boulevard to the Lowe's delivery access driveway, which is approximately 200 feet west of the intersection with Laclede Station Road.

Folk Avenue is an entirely residential street from the PNC Bank near Big Bend Boulevard to Laclede Station Road. Since the construction of Walmart, Sam's Club, and Lowe's in the early 2000s, semi-trucks have routinely used Folk as a cut-through route to reach commercial areas on Hanley Road, a practice that has worsened over time. Folk's straight, rolling design encourages higher speeds than drivers often anticipate, and the intersections at Folk and Laclede Station Road and Folk and Bredell are among the most heavily patrolled in the city for stop sign violations and speeding.

On February 6, 2026, a tractor-trailer struck and pulled down power lines at Folk and Big Bend while also running over the county stop signal at that intersection — the second power outage on Folk in two weeks caused by vehicle collisions. Beyond acute safety incidents, the volume and weight of commercial vehicle traffic have significantly reduced the lifespan of the street surface, and staff anticipates the need for slab replacement in the near future if conditions continue.

All commercial destinations generating this truck traffic are accessible via Hanley Road, which is designed and designated to accommodate heavy vehicles. This restriction is consistent with the City's recent amendment adding Laclede Station Road to Section 50-119 to prevent a similar cut-through pattern to Manchester Road. Commercial trucks are already prohibited on West Bruno and Dale from Big Bend to Hanley. The attached ordinance adds Folk Avenue to the existing commercial vehicle restriction list in Section 50-119(b).



AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AMENDING THE MAPLEWOOD CODE OF ORDINANCES, CHAPTER 50 — TRAFFIC AND MOTOR VEHICLES, SECTION 50-119 — STREETS CLOSED TO COMMERCIAL VEHICLES, TO ADD FOLK AVENUE

WHEREAS, Folk Avenue is a residential street not designed or designated to accommodate commercial vehicle traffic; and

WHEREAS, commercial vehicles using Folk Avenue as a cut-through route to commercial areas on Hanley Road create safety hazards for pedestrians and neighboring properties, including damage to utility infrastructure; and

WHEREAS, the Police, Fire, and Public Works departments support restricting commercial vehicle access on these streets to improve traffic safety and reduce emergency response calls.

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

Section I. Section 50-119(b) of the Maplewood Code of Ordinances is hereby amended to add the following street to the list of streets closed to commercial vehicles not making or taking deliveries at addresses on that street:

Street	Restrictions
Anna Avenue	None
Bellevue Avenue	None
Bruno Avenue	None
Comfort Avenue, between Big Bend Boulevard and Oakland Avenue	None
Edgar Avenue	None
Elm Avenue	None
Flora Avenue, between Big Bend Boulevard and Laclede Station Road	None
Flora Avenue, between Arbor Avenue and Big Bend Boulevard	None
Folk Avenue, from Big Bend Boulevard to 200 feet west of the intersection with Laclede Station Road	None
Gayola Avenue	None
James Street/James Avenue	None
Jerome Avenue, between Bredell Avenue and Laclede Station Road	None
Laclede Station Road	None
Maple Avenue, between Big Bend Boulevard and Sutton Boulevard	None
Maple Avenue, between Sutton Boulevard and Marshall Avenue	None
Marshall Boulevard	None
Myrtle Avenue	None
Oakland Avenue	None
Roseland Terrace	None
Sarah Street	None
Sutton Avenue north of Manchester	None

Vine Avenue	None
Walter Avenue	None
Weaver Avenue	None
West Bruno Avenue	None

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

Passed this 10th day of March, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Approved this 10th day of March, 2026

Barry Greenberg, Mayor

Attest:

Tanya Bohlken, Deputy City Clerk

Memorandum



To: Mayor and City Council
From: Amber Withycombe, City Manager
Date: February 19, 2026
Re: City Manager's Report

Video Lottery Terminals

Following a federal court ruling on February 14 that video lottery terminals (VLTs) operating in bars, restaurants, and convenience stores in Missouri constitute illegal gambling devices under state law, staff will work with legal counsel to determine the city's obligations with respect to enforcement. Council members have raised concerns about the presence of these machines in Maplewood. St. Louis County Executive Sam Page issued an executive order directing the County Department of Revenue to notify all liquor license holders in unincorporated areas that continued operation of VLTs violates their county liquor license and risks suspension or revocation. Staff will provide Council with a recommended enforcement approach in Maplewood at a future meeting.

2026 Missouri Legislative Session Advocacy

The General Assembly is again considering several bills that would directly affect Missouri municipalities. Council members are encouraged to engage state legislators on municipal priorities during this legislative session.

Bills of particular concern include proposals to reduce personal property assessment rates and cap inflationary assessment growth at 3% (HB1759, HB1766, HB1800), which would constrain municipal revenue; a bill moving local elections to the state general election date (HB1613); and a building permit issuance deadline bill (HB1791) that would impose automatic fee reductions and permit approvals for processing delays, which the MML has opposed on public safety grounds. On the positive side, legislation clarifying liability limits for public entities (HB1718) has advanced out of committee with MML support

Four additional items warrant Council attention. SB 1239 would exempt retail food sales from local sales taxes at a projected statewide cost to municipalities of more than \$1 billion; the MML, Municipal League of Metro St. Louis, and Maplewood's contracted lobbyist all testified in opposition. HB 2155 and SB 1065 would shift the cost of relocating cable television and broadband facilities from public rights-of-way onto local taxpayers, reversing a long-standing allocation of private costs. HB 2329 would reduce personal property tax assessments from 33⅓% to 18% over three years beginning in 2027, with the MML testifying in opposition to the significant revenue implications for municipalities. As Council Member Homa noted at the February 10 meeting, HB 2326 would require municipalities to adopt policies promoting voluntary cooperation with federal and state immigration authorities, with state funding eligibility tied to compliance determinations.

The MML's legislative toolkit and talking points are available at mocities.com, and the full list of tracked bills can be viewed at govwatch.net/report/RAb21d9rx2. Staff will continue

monitoring legislation relevant to Maplewood and flag items for Council action as the session progresses.

Intoxicating Hemp-Derived Cannabinoid Products

HB 2641, which passed the Missouri House on February 19 by a vote of 109-34, is of particular interest to Maplewood given the interest Council and community members have expressed in regulating hemp-derived cannabinoid products sold locally. The bill establishes the "Intoxicating Cannabinoid Control Act," which would bring all hemp-derived cannabinoid products under the same legal framework as marijuana under the state Constitution. Cultivation, production, manufacturing, testing, transportation, and retail sale of these products would be limited to entities licensed by the Department of Health and Senior Services, effectively closing the current gap that has allowed unregulated cannabinoid products to be sold in convenience stores, smoke shops, and similar retail locations without the licensing, testing, and consumer protection requirements that apply to licensed dispensaries.

If enacted, this legislation would provide the state-level framework that staff and Council have identified as a prerequisite for meaningful local regulation of these products. Staff recommend that Council members contact our state legislators to express support for the bill as it advances to the Senate.

Yale/Manchester Neighborhood Investment Updates

Staff continue to advance the comprehensive investment recommendations for the Yale/Manchester neighborhood presented at the January 27 work session. Several items have progressed since that time, including the Yale Open Space Park design proposal and the CMT bus bench MOU included in this meeting packet.

On lighting, staff is finalizing locations for additional solar streetlights in the neighborhood and will bring forward a request to fund the complete off-grid solar lighting pilot program proposed by the Sustainability Commission at a future meeting. An additional public safety camera has been identified for the intersection of Bellevue and Manchester, and the city's IT contractor has ordered the equipment.

Two community programming events are coming to Yale Open Space this spring. The Maplewood Police Department will host a movie night at the park on Friday, March 13 at 7:00 p.m., screening Zootopia 2 as part of the PARC Passport program. Beginning April 23, the Operation Food Search Metro Market will offer bi-monthly visits to Yale Open Space from 4:00 to 6:00 p.m. every other Thursday afternoon through the fall, bringing mobile grocery access directly to the neighborhood. The program offers groceries at a significantly lower price than retail grocers, accepting cash, SNAP/EBT, credit, and debit cards.

The Maplewood Loop Apartments redevelopment project has advanced to federal approval. Select Development completed its submission to HUD for approval of a Mark-to-Market Use Agreement transfer, which is a necessary step in securing financing for rehabilitation of the 89-unit affordable housing complex. Staff will work with Select Development on the MPD field office MOU once project financing is secured.

Progress on the Yale Bus Loop Café concept and traffic calming recommendations will be brought to a future meeting.