



MEETING OF THE CITY COUNCIL
VIA VIDEOCONFERENCE
Monday, January 25, 2021
6:30 p.m.

**IMPORTANT NOTICE REGARDING
PUBLIC ACCESS TO THE CITY COUNCIL MEETING & PARTICIPATION**

City Council will Meet Electronically on January 25, 2021

On March 20, 2020, City Manager Gregory Rose declared a State of Emergency for the City of University City due to the COVID-19 Pandemic. Due to the ongoing efforts to limit the spread of the COVID-19 virus, the January 25, 2021 meeting will be conducted via videoconference.

Observe and/or Listen to the Meeting (your options to join the meeting are below):

Webinar via the link below:

<https://us02web.zoom.us/j/84894048303?pwd=NElTMi9mT1VlV29STUdxUVVwRmlwUT09>

Passcode: 775339

Live Stream via YouTube:

<https://www.youtube.com/channel/UCyN1EJ-Q22918E9EZimWoQ>

Audio Only Call

Or iPhone one-tap :

US: +13017158592,,84894048303# or +13126266799,,84894048303#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or 888 788 0099 (Toll Free) or 877 853 5247 (Toll Free)

Webinar ID: 848 9404 8303

International numbers available: <https://us02web.zoom.us/j/84894048303?pwd=NElTMi9mT1VlV29STUdxUVVwRmlwUT09>

Citizen Participation and Public Hearing Comments:

Those who wish to provide a comment during the "Citizen Participation" portion as indicated on the City Council agenda; may provide written comments to the City Clerk ahead of the meeting.

ALL written comments must be received **no later than 12:00 p.m. the day of the meeting.** Comments may be sent via email to: councilcomments@ucitymo.org, or mailed to City Hall – 6801 Delmar Blvd. – Attention City Clerk. Such comments will be provided to City Council prior to the meeting. Comments will be made a part of the official record and made accessible to the public online following the meeting.

Please note, when submitting your comments, a **name and address must be provided.** Please also note if your comment is on an agenda or non-agenda item. If a name and address are not provided, the provided comment will not be recorded in the official record.

The City apologizes for any inconvenience the meeting format change may pose to individuals, but it is extremely important that extra measures be taken to protect employees, residents, and elected officials during these challenging times.



MEETING OF THE CITY COUNCIL
VIA VIDEOCONFERENCE – ZOOM MEETINGS
Monday, January 25, 2021
6:30 p.m.

A. MEETING CALLED TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA

D. APPROVAL OF MINUTES

1. December 14, 2020 – Study Session Minutes (Community Cat – Trap, Neuter & Release)
2. January 11, 2021 – Study Session Minutes (Washington University Fiscal Impact Report)

E. APPOINTMENTS to BOARDS & COMMISSIONS

1. Joan Suarez is nominated to CALOP as a fill in replacing David Stokes vacated seat by Councilmember McMahon
2. Teresa Huether is nominated to the Commission on Senior Issues as a fill in replacing Wayne Flesh's expired term by Councilmember Jeff Hales
3. Kathryn Freese is nominated to the Urban Forestry Commission replacing Barb Chicherio's expired term by Councilmember Jeff Hales.
4. Andrea Lubershane is nominated to the Commission on Storm Water Issues by Councilmember Bwayne Smotherson
5. Nicole Thomas is nominated for **re**-appointment to Arts and Letters by Councilmember Bwayne Smotherson
6. Wilmetta Toliver-Diallo is nominated for **re**-appointment to Arts and Letters by Councilmember Bwayne Smotherson

F. SWEARING IN to BOARDS & COMMISSION

1. Dan Wald, Mahammed Qaudadeh, Mary Gorman and Satish Kumar were sworn into the Loop Special Business District on January 12th via Zoom.

G. CITIZEN PARTICIPATION

Procedures for submitting comments for Citizen Participation and Public Hearings:

*ALL written comments must be received **no later than 12:00 p.m. the day of the meeting.** Comments may be sent via email to: councilcomments@ucitymo.org, or mailed to the City Hall – 6801 Delmar Blvd. – Attention City Clerk. Such comments will be provided to City Council prior to the meeting. Comments will be made a part of the official record and made accessible to the public online following the meeting.*

*Please note, when submitting your comments, a **name and address must be provided.** Please also not if your comment is on an agenda or non-agenda item. If a name and address are not provided, the provided comment will not be recorded in the official record.*

H. PUBLIC HEARINGS

1. Vacation of General Utility Easement on 8348 and 8350 Delcrest Drive

I. CONSENT AGENDA

1. Consideration of the TichlerBise Fiscal Impact of Property Owned by Washington University on University City Study
2. Ruth Park – Golf Course Parking Lot Replacement

J. CITY MANAGER'S REPORT

1. Materials Recovery Facility (MRF) Study Consultant Selection and Agreement Approval

K. UNFINISHED BUSINESS

1. **BILL 9419** – AN ORDINANCE AMENDING CHAPTER 500 “BUILDING AND CONSTRUCTION” ARTICLES I, II, III, IV, V, VI, VII, VIII & VIIIA OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI.
2. **BILL 9420** – AN ORDINANCE REPEALING CHAPTER 205 “FIRE CODE” OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI AND ENACTING IN LIEU THEREOF A NEW CHAPTER 205 TO BE KNOWN AS “CHAPTER 205 FIRE CODE”.
3. **BILL 9422** – AN ORDINANCE VACATING AND SURRENDERING PORTION OF A PUBLIC EASEMENT LOCATED WITHIN THE CITY LIMITS OF UNIVERSITY CITY, WEST OF DELCREST DRIVE, EAST OF A PRIVATE ROAD PLATTED AS ST. LOUIS BELT & TERMINAL RAILROAD RIGHT OF WAY, AND EXTENDING NORTHEASTWARD 123.22 FEET FROM SAID PRIVATE ROAD, BUT RESERVING ANY OTHER PUBLIC EASEMENTS, AND DIRECTING THAT THIS ORDINANCE BE RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS OF ST. LOUIS COUNTY, MISSOURI.

L. NEW BUSINESS

RESOLUTIONS

BILLS

1. **BILL 9423** – AN ORDINANCE AMENDING CHAPTER 210, ARTICLE I OF THE UNIVERSITY CITY MUNICIPAL CODE, RELATING TO ANIMALS GENERALLY, BY ENACTING THEREIN A NEW SECTION TO BE KNOWN AS “SECTION 210.130 COMMUNITY CATS--MANAGEMENT OF CAT POPULATION--PERMITTED ACTS.”
2. **BILL 9424** - AN ORDINANCE FIXING THE COMPENSATION TO BE PAID TO CITY OFFICIALS AND EMPLOYEES AS ENUMERATED HEREIN FROM AND AFTER ITS PASSAGE, AND REPEALING ORDINANCE NO. 7129

M. COUNCIL REPORTS/BUSINESS

1. Boards and Commission appointments needed
2. Council liaison reports on Boards and Commissions
3. Boards, Commissions and Task Force minutes
4. Other Discussions/Business

N. COUNCIL COMMENTS

O. EXECUTIVE SESSION

Motion to go into a Closed Session according to Missouri Revised Statutes 610.021 (1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives or attorneys

P. ADJOURNMENT

Posted 22nd day of January 2021.

LaRette Reese
City Clerk

STUDY SESSION
Community Cat – Trap, Neuter & Release
Municipal Parking Lot #4
VIA VIDEOCONFERENCE
December 14, 2020
5:30 p.m.

AGENDA

Requested by the City Manager

1. MEETING CALLED TO ORDER

At the Study Session of the City Council of University City held via videoconference, on Monday, December 14, 2020, Mayor Terry Crow called the meeting to order at 5:30 p.m.

In addition to the Mayor, the following members of Council were present:

Councilmember Stacy Clay
Councilmember Aleta Klein
Councilmember Steven McMahon
Councilmember Jeffrey Hales
Councilmember Tim Cusick
Councilmember Bwayne Smotherson

Also in attendance were City Manager, Gregory Rose; City Attorney, John F. Mulligan, Jr.; Director of Planning and Zoning, Clifford Cross, and Director of Public Works, Sinan Alpaslan.

2. CHANGES TO REGULAR AGENDA

Councilmember Smotherson requested that;

Item J (4) Under New Business; Resolution 2020-19, be discussed before **Item J (3)**; Resolution 2020-18.

Mr. Rose requested that;

Item G (1) Under the Consent Agenda; 2021 Legislative Platform, be moved to the City Manager's Report, and that

Item H (2) Under the City Manager's Report; Funding Allocation – Traffic/Parking Studies, be removed from the Agenda.

3. COMMUNITY CAT – TRAP, NEUTER & RELEASE DISCUSSION

Mr. Rose stated staff is recommending that a TNR Ordinance be placed on the January Agenda and is seeking the Mayor and Council's input on the Draft Ordinance.

Mr. Cross stated staff has received lots of input from citizens regarding the Trap, Neuter & Release Program (TNR). And to date, TNR has received some protections from staff; specifically, as it pertains to the City's Animal Ordinance related to the abandonment of animals. Therefore, this amendment intends to enhance the City's support of these TNR volunteers by providing documented assurances.

Mr. Cross stated that after researching other communities staff proposes to amend Chapter 210 by adding Article III (Community Cats), which contains the following definitions and terms:

- **Community cat** - A free-roaming cat who may be cared for by one or more residents of the immediate area who are known or unknown; a community cat may or may not be feral.

- **Community Caregiver** - A person who, in accordance with and pursuant to a process of Trap-Neuter-Return, provides care, including food, shelter, or medical care to a community cat, while not being considered the owner, harborer, controller, or keeper of a community cat.
- **Eartipping** - The removal of the distal one-quarter of a community cat's left ear, which is approximately 3/8-inch, or 1 cm, in an adult and proportionally smaller in a kitten.
- **Permitted Acts** - Actions permitted to address the Trap-Neuter-Return of Community Cats within the City.

Mr. Rose stated he has asked the Parks Commission to provide Council with a recommendation to address the email several members of Council received regarding the number of allowable pets per household. He stated the Commission is not scheduled to meet again, until the end of January.

Councilmember Cusick stated as a Community Caregiver of two TNR cats he is in favor of this program.

Councilmember Clay questioned whether citizens trap the cats and take them to get neutered? Mr. Cross stated that is correct.

Mr. Rose stated while he is uncertain whether the City's Animal Control Officer plays a role, his understanding is that TNR volunteers are the primary participants.

Mr. Cross stated although the Animal Control Officer helps coordinate the yearly neutering and spading event, he only assists TNR on an as-needed basis.

Mr. Mulligan stated the draft before Council defines Community Caregiver as a person who is not considered the owner, harborer, controller, or keeper of a Community Cat. And since the number of allowable pets per household is an open issue, Council may want to clarify whether or not the maximum number of cats designated in the original Ordinance as two, would also apply to Community Cats. He stated the clarifying language could be added to this draft or the initial Ordinance.

Mayor Crow stated to make sure Council does not solve one problem by creating another; his assumption is that staff will clarify that issue in the final document after it is reviewed by the Parks Commission.

Mr. Smotherson stated he will admit that despite the number of times Erin came before Council to talk about this subject he never gave it much thought. That is until he witnessed this program in action after discovering numerous Community Cats in his neighborhood. TNR was so effective that it got rid of the little mouse that visited his garage on an annual basis.

Councilmember Klein stated U City has the most TNR volunteers of any other municipality. So not only is she supportive of what they are doing but would like to recognize all of the efforts they have put forth in maintaining the City's feral cat population.

She noted that some municipalities make their residents register a colony of cats, and wondered if that was something that could be written into this Ordinance? Mr. Rose stated if there is a desire to add a registration for colonies of cats that is something staff could work on with the City Attorney.

Councilmember Hales asked Mr. Cross if he had received any concerns related to large colonies of feral cats? Mr. Rose stated he had not.

Mr. Cross stated he does not recall any complaints about colonies or anyone feeding large numbers of cats. Although occasionally, officers might get a call when excessive or leftover cat food creates a problem with rodents.

Councilmember Hales stated if that's the case, then this Ordinance should control the expansion of any colonies.

4. Municipal Parking Lot #4

Mr. Rose stated staff is seeking Council's input on the expansion of Parking Lot #4. He stated the City is in negotiations with two companies interested in leasing parking spaces; a hotel and a marijuana dispensary. Should those contracts be approved, he believes that the revenue from those leases would cover the cost of this project.

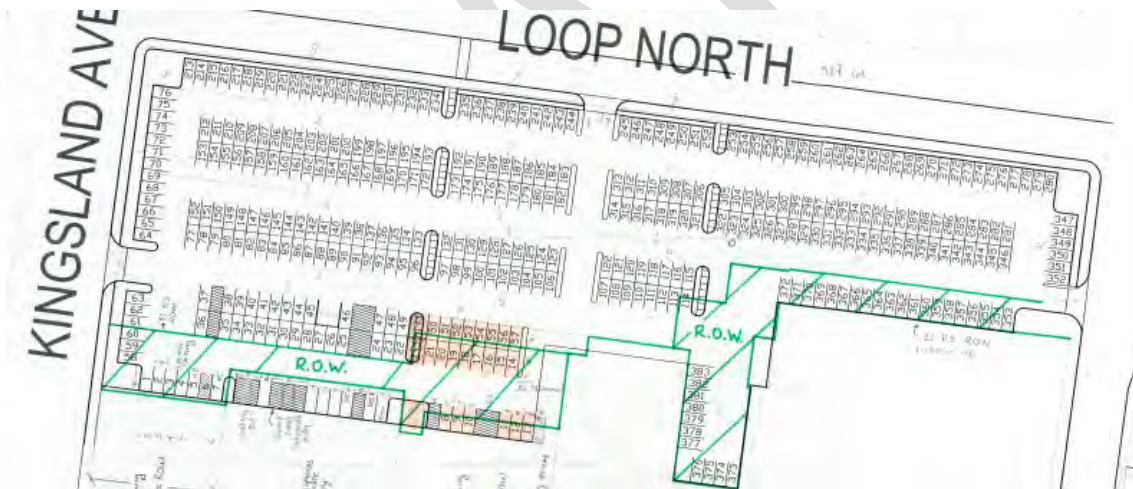
Mr. Alpaslan provided the following overview:

General Information

- Lot #4 is the largest parking lot in The Delmar Loop
- \$800,000 spent on 2014 Public Improvement Project to resurface/restripe and meet ADA requirements created 5 additional spaces
- Total of 388 existing parking spaces, minus;
 - 20 spaces assigned for use under a lease agreement (in effect until 2025) 8 a.m. through 6 p.m., Monday - Friday
 - 18 spaces are on private property and for private use by commercial properties on Delmar, resulting in 350 existing public parking spaces

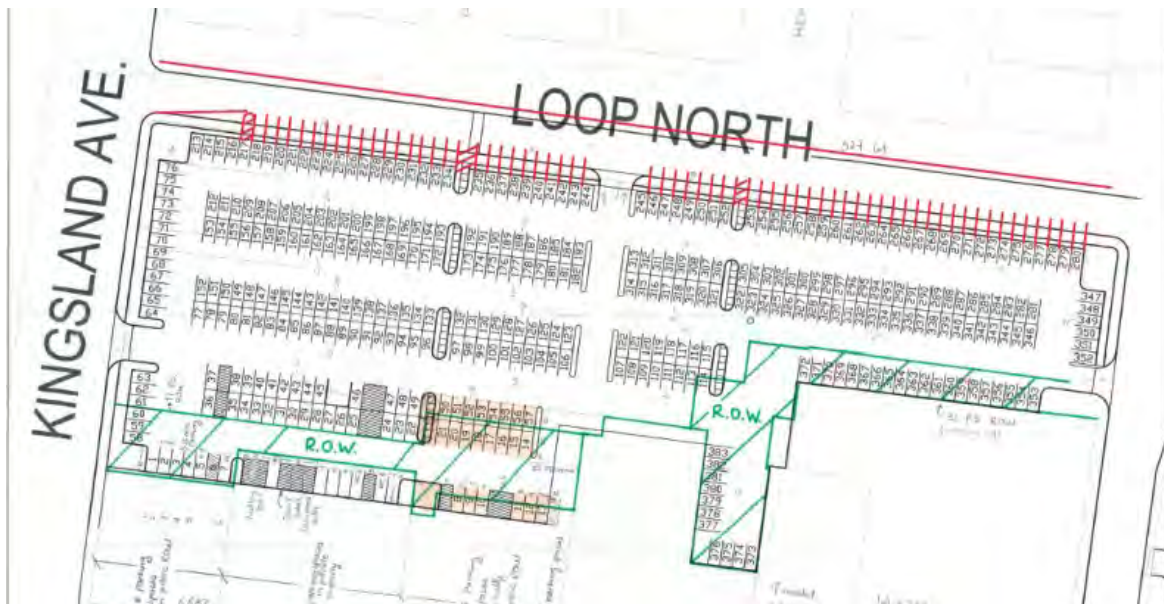
Existing Layout

- Green lines depict rights-of-way; (eliminated in the proposed layout)



Proposed Layout

- Consolidation of two lots
- One additional row of 63 parking spaces
- Widening of Loop North to accommodate two-way traffic
- Removal of intersection and access at Heman and Loop North to provide two access points
- Elimination of northern sidewalk



Cost Estimate (Expenditures & Revenue)

- Total Estimated Cost \$325,000
 - \$250,000 Construction
 - \$30,000 Design
 - \$15,000 Surveying and Lot Consolidation
 - \$30,000 Miscellaneous; (existing Ameren lighting, construction contingencies, County-owned intersection at Kingsland, and possible relocation of sewer underneath the sidewalk)
- Number of spaces created: 63 minus 25 existing parallel spaces equals a net of 38 spaces
- Initial investment per space created is less than \$10,000

Revenue

- TruHotel Development Agreement for 17 spaces and other potential development projects
- 9 spaces needed for Loop Trolley located on Loop North will add to the overall number of parking spaces

Councilmember Cusick asked if there would always be 18 non-revenue generating private spaces? Mr. Alpaslan stated that there would be. Councilmember Cusick asked if the 20 spaces under the lease agreement were located in Lot #4? Mr. Alpaslan stated although he is uncertain whether this caveat applies to this lease, per the City Code, all spaces are available for public use, with the exception that they must be made available for one hour of restricted parking Monday through Saturday.

Councilmember Cusick asked Mr. Alpaslan if he could elaborate on the proposed plan's design related to the sections designated as rights-of-way? Mr. Alpaslan stated some of the sections overlap parking spaces because when the lot was developed the rights-of-way were not matched up to the driving aisles. That's why his recommendation is to eliminate the rights-of-way where Heman and Enright Avenues previously existed by consolidating the two lots. Councilmember Cusick asked who was responsible for maintaining the 18 spaces located on private property? Mr. Alpaslan stated the owners were charged for the maintenance of these spaces when the City executed this project in 2015 and they continue to maintain them today.

Councilmember Cusick stated he believes that there will come a day when The Loop will be thriving again and this lot will be full, so he would like to see this project come to fruition.

Councilmember Clay asked how much revenue the City anticipated generating from each new parking space? Mr. Rose stated staff is looking at two sources of revenue: the marijuana dispensary and the TruHotel. So, once both projects have been approved, his recommendation is to use the revenue from their parking agreements to cover this and any future expansions. Mr. Rose stated that while his belief is that each agreement is for \$100 per space, he would refer to Mr. Mulligan.

Mr. Mulligan stated that is correct. Council approved a monthly rate of \$100 per space for the dispensary, and the same holds true in the preliminary agreement for the hotel.

Councilmember Smotherson asked when the dispensary would be fully operational and in need of these spaces? Mr. Rose stated while it is difficult to determine what the market will indicate; he believes the way the contract is structured is that payment will commence once they start utilizing the spaces.

Mr. Mulligan stated Council should note that these 10 spaces will be shared with the public-at-large and are not exclusively designated for the dispensary. With respect to the hotel, current discussions indicate that they will begin utilizing their spaces after an Occupancy Permit has been issued for the hotel and office.

Mr. Rose asked Mr. Cross if he had received a construction schedule for the hotel? Mr. Cross stated that he had not. However, in this case, issuance of the Occupancy Permit is contingent upon the acquisition of these additional parking spaces.

He stated January 1, is the target date for the dispensary, and to date, they have obtained all of their permits.

Councilmember Smotherson stated he still has some concerns about the location of the leased spaces for the dispensary which requires customers to walk across Delmar.

Mayor Crow stated that even though the extra spaces are needed to meet the City's parking requirements, his assumption is that most of their customers will park either in front or in the back of the dispensary.

Mayor Crow questioned whether there was a benefit to having two-way rather than one-way traffic on Loop North and Leland? Because if there isn't, he would like to see the City take a more aggressive approach and create additional parking.

Mr. Rose stated at this point, staff was simply trying to meet the requirements needed to accommodate both developments. However, they can certainly go back and take a more aggressive look to determine if more parking can be achieved by eliminating that one lane. Mayor Crow stated he does not want to revisit this in two or three years. So, if it's feasible he believes the City would get more bang for its bucks by doing the whole thing at one time.

Mr. Rose asked Mr. Alpaslan if he was aware of any constraints associated with the Mayor's suggestion? Mr. Alpaslan stated the only restriction that may exist is the signalized intersections. But there might be ways to circumvent some of these limitations.

Councilmember Cusick stated he has always been an advocate of eliminating Loop North and blocking off the intersecting streets since residents can gain access from the north end of those streets. He also thought there had been an initial study performed in 2015 which looked at that possibility and identified the number of spaces such an action would add to the lot.

Mr. Alpaslan informed Councilmember Cusick that he was aware of the study that he believes was developed for a private proposal.

Mr. Rose stated based on Council's input, staff will take another look at the structure to determine if it can be maximized, even if that includes no traffic on Loop North.

Councilmember Hales stated he wondered if Loop North could be constructed as a one-way up to the signal on Kingsland, and at the very least, installs parallel parking on the north. But whatever the case may be, he would agree that there is no need to maintain two lanes.

5. ADJOURNMENT

Mayor Crow thanked everyone for their participation and closed the Study Session at 6:17 p.m.

LaRette Reese
City Clerk

DRAFT

STUDY SESSION
Washington University Fiscal Impact Report
VIA VIDEOCONFERENCE
January 11, 2021
5:30 p.m.

AGENDA

Requested by the City Manager

1. MEETING CALLED TO ORDER

At the Study Session of the City Council of University City held via videoconference, on Monday, January 11, 2021, Mayor Terry Crow called the meeting to order at 5:30 p.m.

In addition to the Mayor, the following members of Council were present:

Councilmember Stacy Clay
Councilmember Aleta Klein
Councilmember Steven McMahon
Councilmember Jeffrey Hales
Councilmember Tim Cusick
Councilmember Bwayne Smotherson

Also in attendance were City Manager, Gregory Rose; City Attorney, John F. Mulligan, Jr., and Carson Bise of TischlerBise

2. CHANGES TO REGULAR AGENDA

No changes requested.

3. WASHINGTON UNIVERSITY FISCAL IMPACT REPORT

Mr. Rose stated last year the City contracted with TischlerBise to conduct a study to determine the fiscal impact Washington University has on this community. Council established a subcommittee to examine this study prior to its presentation, which resulted in two briefings with TischlerBise and its associates. So tonight, Mr. Carson Bise will provide Council with the information they ascertained from the study his firm conducted.

Mr. Bise, President of TischlerBise, stated he would like to provide a brief overview of his company and then walk Council through their findings.

Company Overview

The only national firm with a unique practice that looks solely at these cost and growth issues:

- Impact fees/infrastructure financing strategies
- Fiscal/economic impact analyses
- Capital improvement planning
- Infrastructure finance/revenue enhancement
- Real estate and market feasibility
- University-related fiscal analyses

Basic Assumptions

- Cost of Land Uses Fiscal Analysis Approach
 - Snapshot approach to determine direct costs and revenues for various land uses
 - Limitations to this approach are the reliance on average costing, particularly for one-time capital-related costs

- FY2020 Adopted University City Annual Operating Budget used as the basis for costs and revenue allocation
 - Allocation determined based on interviews with City staff; where do you have fixed costs; are there any anomalies about the properties owned by the University that cause you to provide services in a different manner than a normal institutional-type use
- Measures impact to tax-supported funds
 - General Fund
 - Public Safety Sales Tax Fund
 - Capital Improvement Fund
 - Park and Stormwater Fund

University-Owned Residential Property

- Determined using parcel database provided by the City

University-Owned Residential Uses	Total Units [1]	Total Assessed Value [1]	Average Daily Vehicle Trips [3]	Persons per Housing Unit [2]	Estimated Population
Single Family	6	\$259,530	28	2.32	14
Multifamily	491	\$9,628,820	1,336	3.00	1,473
Institutional	27	\$1,275,370	73	3.00	81

[1] St. Louis County Assessor's Office parcel data

[2] Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates. Multifamily units assume an occupancy of 3 persons based on the fact these units are for University housing, with a limit of 3 persons per unit.

[3] Source: Institute of Transportation Engineers, *Trip Generation*, 10th Edition (2017)

TischlerBise used trip generation data from transportation engineers to determine the trip generation and localized community service published by the U.S. Census Bureau to determine U City's demand indicators for average daily vehicle trips per household and the estimated population within the total units. This same data was used for University-Owned Nonresidential property.

University-Owned Nonresidential Property

- Determined using parcel database provided by the City

University-Owned Nonresidential Uses	Floor Area (Sq. Ft.) [2]	Total Assessed Value*	Jobs [1]	Average Daily Vehicle Trips [3]
Retail	59,116	\$16,164,570	194	692
Office	15,300	\$107,520	78	75
Industrial	36,080	\$1,470,780	9	89
Institutional	118,140	\$28,539,000	123	633

[1] Based on employment density factors from *Trip Generation*, Institute of Transportation Engineers, 10th Edition (2017)

[2] University City Assessor's Office Parcel data

[3] Source: Institute of Transportation Engineers, *Trip Generation*, 10th Edition (2017)

Summary of Net Fiscal Results by Fund

- In FY2020 University-owned properties cost the City approximately \$2.06 million annually (while generating approximately \$1.0 million in revenue, largely from sales taxes)

	RESIDENTIAL PROPERTIES				NONRESIDENTIAL PROPERTIES				
	Single Family	Multifamily	Institutional	TOTAL	Retail	Office	Industrial	Institutional	TOTAL
General Fund									
Revenues	\$6,136	\$672,066	\$16,382	\$694,584	\$33,905	\$13,081	\$1,728	\$19,204	\$67,918
Expenditures	\$12,365	\$1,287,427	\$70,795	\$1,370,587	\$152,646	\$26,272	\$16,973	\$130,326	\$226,217
Net Fiscal Result	(\$6,229)	(\$615,360)	(\$54,413)	(\$676,002)	(\$118,741)	(\$13,190)	(\$15,245)	(\$111,123)	(\$258,299)
Public Safety Sales Tax Fund									
Revenues	\$688	\$72,853	\$4,006	\$77,547	\$0	\$0	\$0	\$0	\$0
Expenditures	\$1,477	\$156,340	\$8,597	\$166,414	\$20,552	\$2,214	\$2,658	\$18,812	\$44,237
Net Fiscal Result	(\$789)	(\$83,487)	(\$4,591)	(\$88,867)	(\$20,552)	(\$2,214)	(\$2,658)	(\$18,812)	(\$44,237)
Capital Improvement Sales Tax Fund									
Revenues	\$980	\$103,665	\$5,701	\$110,346	\$0	\$0	\$0	\$0	\$0
Expenditures	\$887	\$93,864	\$5,162	\$99,913	\$7,525	\$3,026	\$349	\$4,771	\$15,671
Net Fiscal Result	\$93	\$9,801	\$539	\$10,433	(\$7,525)	(\$3,026)	(\$349)	(\$4,771)	(\$15,671)
Park and Stormwater Sales Tax Fund									
Revenues	\$447	\$47,262	\$25,99	\$50,307	\$3,789	\$1,523	\$176	\$2,402	\$7,891
Expenditures	\$348	\$36,848	\$2,026	\$39,222	\$0	\$0	\$0	\$0	\$0
Net Fiscal Result	\$98	\$10,414	\$573	\$11,085	\$3,789	\$1,523	\$176	\$2,402	\$7,891
GRAND TOTAL									
Revenues	\$8,251	\$895,846	\$28,688	\$932,785	\$37,694	\$14,605	\$1,904	\$21,606	\$75,809
Expenditures	\$15,077	\$1,574,478	\$86,580	\$1,676,136	\$180,723	\$31,511	\$19,980	\$153,910	\$386,124
Net Fiscal Result	(\$6,827)	(\$678,632)	(\$57,893)	(\$743,351)	(\$143,030)	(\$16,906)	(\$18,077)	(\$132,304)	(\$310,316)

Foregone Property Tax

- Based on the assessment data provided by the City, TischlerBise estimates the City foregoes property tax revenue totaling \$410,736 from these University-owned properties.

Prototype	Units	Taxable Value [1]	Property Tax [2]	County Road Tax [2]	TOTAL
Residential			0.61	0.105	
Single Family	6	\$259,530	\$1,583	\$273	\$1,856
Multifamily	491	\$9,628,820	\$58,736	\$10,110	\$68,846
Institutional	27	\$1,275,370	\$7,780	\$1,339	\$9,119
Subtotal	524	\$11,163,720	\$68,099	\$11,722	\$79,821
Nonresidential			0.61	0.105	
Retail	59,116	\$16,164,570	\$98,604	\$16,973	\$115,577
Office	15,300	\$107,520	\$656	\$113	\$769
Industrial	36,080	\$1,470,780	\$8,972	\$1,544	\$10,516
Institutional	118,140	\$28,539,000	\$174,088	\$29,966	\$204,054
Subtotal	228,636	\$46,281,870	\$282,319	\$48,596	\$330,915
TOTAL		\$57,445,590	\$350,418	\$60,318	\$410,736

[1] Based on tax assessment records provided by the City of University City

[2] Per \$100 of assessed valuation.

Analysis Highlights

- Washington University-owned properties generate a net deficit of \$1.05 million annually to University City
 - The majority of this deficit accrues to the General Fund
- Of the \$1.05 million annual net deficit discussed above, residential land uses owned by Washington University generate the largest net deficits to the City, at \$743,351 annually
 - University-owned nonresidential properties generate an annual net deficit of \$310,316
- *General Fund* net deficits total \$676,002 for residential properties owned by the University, compared to \$258,299 for non-residential properties.
 - Police and Fire expenditures account for the greatest General Fund expenditures, followed by Public Works

- *Public Safety Sales Tax Fund* net deficits total \$88,867 for residential properties owned by the University
- University-owned residential properties generate a net surplus of \$10,433 to the *Capital Improvement Sales Tax Fund*
 - University-owned nonresidential properties generate an annual net deficit of \$15,671
 - Because this sales tax is pooled, the City receives its distribution based on population, so nonresidential development receives no credit for sales tax generation.
- University-owned residential properties also generate a net surplus of \$11,085 to the *Park and Stormwater Sales Tax Fund*.
 - University-owned nonresidential properties generate an annual net surplus of \$7,891.
 - Nonresidential development generates a surplus because there are no nonresidential costs assumed to this Fund since almost all the expenditures are park-related

Mr. Bise stated Washington University has critiqued this study and while some of their points were valid, no one is denying that:

- Washington University has a tremendous *economic* impact on the City of University City, the analysis indicates University's tax-exempt status is placing a significant *fiscal* burden on the City

Mr. Bise noted that there is a difference between *economic impact* and *fiscal impact*; terms that are often used interchangeably in public forums. Therefore, it is important to understand that fiscal impact is really the cash flow to the public sectors, while the economic impact can transcend outside of a city's jurisdictional boundaries.

It is rare to see a University that has been as aggressive at owning non-institutional uses in the way that Washington University has.

- The proliferation of off-campus University-owned properties represents not only lost revenue but an opportunity cost in the form of significantly greater revenue from projects funded through private investors that have the possibility of greater intensity and value-added amenities that can not only provide increased property tax but also increase retail spending

Councilmember Hales posed the following questions to Mr. Bise:

Q. Were there any discussions about whether Wash U's student population is, or should be considered a benefit based on their contribution to the City's Census data?

A. One problem is that the University has properties in two jurisdictions. So while they can make estimates based on the assumption that their properties are occupied by University students, it's impossible to determine from the Census data how many residents are University students versus non-University students.

Q. Were you able to capture the impact students have on the City's economy when they leave over the summer months, and if so, what it is?

A. There is also no way to determine the economic impact for those three months during the summer. But that is really not an issue relative to this study which looks at a year's worth of revenue and expenditures or a yearly population versus a monthly population. So it's in the numbers.

Councilmember Clay asked if it would be difficult to isolate the individual economic impact to U City? Mr. Bise stated it would be relatively easier for U City since it does not have the lion's share of the University within its boundaries. Basically, there are only a few truly institutional uses and other properties associated with the University, so the first step would be to access all of their departments to get an idea of their scope of operation.

Mr. Rose stated his understanding is that the University conducts a regional economic impact study, and based on that knowledge staff requested to be provided with a copy.

Perhaps, they were unable to carve out U City and provide staff with a firm gauge, but in any event, no information was ever provided.

However, here again, he would highlight that economic impact is very different from fiscal impact, which are the direct dollars that enable the City to provide services.

Councilmember Clay stated he certainly understands that but thinks it will serve the City well to understand the dynamics of their economic impact because that is the rebuttal.

Mayor Crow stated while he does wonder about the economic impact based on the lack of Wash U students on campus, it is amazing to hear the City's restaurants talk about the number of food deliveries they have provided to students who are still in their apartments.

But when you have an institution that owns so much tax-exempt property that it would make more sense for some of that property to be held in a for-profit status, what strategies have you seen implemented to change that dynamic?

Mr. Bise stated unfortunately, he has not seen any strategies because he has never seen a situation like this. Traditionally, the university and city have an adversarial relationship, where the argument is the university has an impact from a public safety perspective, and the university cites all of the economic impacts it provides. And while he does not want to be accusatory, in U City's case there are truly uses that are not University-related where they've taken advantage of their tax-exempt status. This obviously has implications because the City only has a limited amount of land.

However, in terms of mitigation strategies, Mr. Bise stated some communities and universities have acknowledged the challenges and entered into some kind of a pilot or payment in lieu of taxes program to offset some of these mitigations. Yet, in other cases, like Chapel Hill, there is a total breakdown where the City believes they are doing the university a favor by tolerating them, when in fact, it's the other way around. So, it's all over the map.

Mayor Crow asked Mr. Bise if he had any examples of the communities who utilized the payment in lieu of taxes program? Mr. Bise stated he did not have any off the top of his head, but he could certainly provide that information to Mr. Rose. However, the good news is that Wash U's impact is somewhat de minimis because their net impact is about 2.8 to 3% of the City's tax-supported budget.

Mayor Crow stated the one thing he keeps coming back to is the best thing Wash U has going for them, is they just get to wait.

Mr. Bise stated that's right. They criticized the specific data in this report related to their use of public safety services; saying hey, you've stacked the deck by using the two most expensive services the City provides. But it's clear that they generate a higher response rate than the average land user within the City. And to be fair, you can't talk to the Finance Department or the Planning Department and ascertain how many University-related services they provide, so you have to use city-wide averages.

Councilmember Cusick asked Mr. Bise if he was able to corroborate whether the information found in the 2015 report on Wash U conducted by U City residents matched any of his findings? Mr. Bise stated it has been some time since he looked at the report, so at this point, he is unable to make any comments without reviewing it again.

Councilmember Cusick stated the School District receives the same amount of money each year because any reductions in revenue are compensated for by increasing the percentage of taxes paid by residents. So, while it's not necessarily a fiscal loss to the City, it's a burden on taxpayers. And while he understands that this report did not look at the impact Wash U has on individual residents, he would like to ask Mr. Bise if he is able to make any comments on this issue? Mr. Bise stated that is exactly right. And while he is ignorant of the School District's revenue structure he thinks it's fair to say that they get more in property taxes than they get in sales tax. Therefore, residents are most likely subsidizing the University at a greater level than the City, which in his estimation is somewhere in the range of 1 million dollars.

Mr. Rose stated Councilmember Cusick's question regarding the impact on residents represents more of a global impact on U City, which is outside the scope of work TischlerBise was contracted to perform. But certainly, there could be other studies initiated by the School District to determine the fiscal impact that Wash U has on its schools.

Councilmember Cusick stated while he agrees with that statement, the School District really has no motivation to conduct such a study since they still get the same amount of money each year because taxpayers are subsidizing any losses in revenue. So, at some point, he thinks there needs to be a discussion about this disparity.

Councilmember Hales stated although he understands why this issue was not included in the scope of this study, he agrees with Councilmember Cusick. Everybody is still getting their money but across the board, it's the residents who are making up for the money that is not on the tax rolls because of these non-institutional uses. And when people look at this granted palace to the south of them who is not paying taxes on what has effectively become a real estate company, it's a real challenge.

Councilmember Smotherson asked Mr. Rose, what's next? What should the City do with this information? Mr. Rose stated the next steps include making this report an Agenda item on the next Council meeting for approval so that it can be closed out, and a recommendation that he and the Mayor be allowed to schedule a series of meetings with the Chancellor of Wash U and his team to hopefully reach an amenable agreement on how to address these deficits.

He stated included in Council's packet is Wash U's response to TischlerBise's report and the City's reply addressing the concerns they raised. Council also created a subcommittee to look at any zoning issues and one of the areas they will be looking at is the impact of multi-family housing.

Councilmember Smotherson stated while he has no issue with the ability of Mr. Rose or the Mayor to conduct a fruitful meeting, he would like to suggest that the preliminary meeting include every member of Council.

Mr. Rose stated in his opinion, while not impossible, it would certainly be challenging to initiate a pliable dialogue with seven members of Council present. The intent; if this recommendation is approved is to routinely update every member of Council on the results of these discussions and garner additional input. He stated these discussions would likely qualify as Executive Sessions because the end goal is to reach a contractual agreement with Wash U.

Councilmember Klein asked if, at any stage, it would be appropriate to invite a member of the press to these discussions? She stated in her opinion, the answers provided by the University in response to this report were lacking in substance. And her thinking was that perhaps, the quality of their statements might be better if someone from the media was in the room.

Mr. Rose stated he thinks the first meeting will likely establish the parameters for how any negotiations are going to transpire. And he does not doubt that Wash U is aware that any agreement reached will be presented to the public and the press.

Mayor Crow stated he would parallel Councilmember Klein's point by adding that the City's message should also be communicated to Wash U's student body. Because oftentimes it seems like when students are engaged you get a broader response.

4. ADJOURNMENT

Mayor Crow thanked Mr. Bise for his presentation and adjourned the Study Session at 6:15 p.m.

LaRette Reese
City Clerk



Council Agenda Item Cover

MEETING DATE: January 25, 2021

AGENDA ITEM TITLE: Public Hearing - Vacation of General Utility Easement

AGENDA SECTION: Public Hearing

CAN THIS ITEM BE RESCHEDULED?: Yes.

PREPARED/SUBMITTED BY: Sinan Alpaslan, Director of Public Works

BACKGROUND: Staff received a request for vacation of University City's interest as the municipality having jurisdiction in a General Utility Easement on the 8348 and 8350 Delcrest Dr. properties for the proposed Crown Center Senior Living development project. MSD has agreed to vacate their interest and the project developer is currently working with the other utilities for their vacation, as well. The land described in this vacation proposal is located within an existing surface parking lot and doesn't house any structures serving any public benefit for the area. The Crown Center Senior Living development project proposes a 52-apartment Phase 1 Building straddling said land, which will render any easement within the building footprint infeasible to utilize after the completion of the Crown Center project. Please review the attached project design drawings for additional information and reference.

The Crown Center project team petitioning for the easement vacation submitted the attached Missouri Professional Land Surveyor sign and sealed land description and the accompanying plat. Staff has drafted, based on the submittal, a bill for City Council's review and approval consideration. If approved, this document set will be used for the recording of the easement at the St. Louis County Recorder of Deeds office.

The first reading and introduction of the bill took place on January 11, 2021. The public hearing and second and third readings, along with the passage of the ordinance, is expected to occur at the January 25, 2021 meeting.

AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI
COUNTY OF ST. LOUIS

} S.S.

Page 1 of 1

Before the undersigned Notary Public personally appeared **Karie Clark** on behalf of **THE COUNTIAN, ST. LOUIS COUNTY** who, being duly sworn, attests that said newspaper is qualified under the provisions of Missouri law governing public notices to publish, and did so publish, the notice annexed hereto, starting with the **January 07, 2021** edition and ending with the **January 07, 2021** edition, for a total of 1 publications:

01/07/2021

Karie Clark

Karie Clark

Subscribed & sworn before me this 15th day of Jan., 2021
(SEAL)

Chanel Jones

Notary Public

CHANEL JONES
Notary Public - Notary Seal
State of Missouri
Commissioned for St. Louis County
My Commission Expires: August 08, 2022
Commission Number: 14397721

NOTICE OF PUBLIC HEARING CITY OF UNIVERSITY CITY, MISSOURI

Notice is hereby given that the City Council of the City of University City will hold a public hearing on Monday, January 25, 2021, at 6:30 p.m., to consider vacating a General Utility Easement on 8348 and 8350 Delcrest Dr., reserving any public utility easements; and directing that this ordinance be recorded in the office of the Recorder of Deeds of St. Louis County, Missouri. The virtual public hearing will be held via Zoom meeting; details may be found on the City's website, <https://www.ucitymo.org/879/Virtual-Meetings>.

Procedure for submitting Public Hearing Comments: ALL written comments must be received **no later than 12:00 p.m. the day of the meeting**. Comments may be sent via email to:

councilcomments@ucitymo.org, or mailed to the City Hall - 6801 Delmar Blvd. - Attention City Clerk. Such comments will be provided to City Council prior to the meeting.

Comments will be made a part of the official record and made accessible to the public online following the meeting. Please note, when submitting your comments, a **name and address must be provided**. Please also note if a name and address are not provided, the provided comment will not be recorded in the official record.

If you are a person with a disability or have special needs in order to participate in this public hearing, please contact LaRette Reese at 314-505-8605 prior to the hearing.

BY ORDER OF THE CITY COUNCIL OF
UNIVERSITY CITY, MISSOURI
LaRette Reese
City Clerk
4th day of January, 2021
11949557 County Jan 7, 2021



Council Agenda Item Cover

MEETING DATE: January 25, 2021

AGENDA ITEM TITLE: Consideration of the TischlerBise Fiscal Impact of Property Owned by Washington University on University City Study

AGENDA SECTION: Consent Agenda

CAN THIS ITEM BE RESCHEDULED? Yes

PREPARED/SUBMITTED BY: City Manager Gregory Rose

BACKGROUND:

This agenda item asks the Mayor and Council to accept The Fiscal Impact of Property Owned by Washington University study. I am attaching for your information a copy of the study and the companion power point presentation. Review of the attachments will reveal the net fiscal impact to the City of University City of property owned by Washington University is a loss of approximately \$1 million annually due to the properties being taken off the tax rolls. On January 11, 2021 the Mayor and Council held a study session and was presented with the findings.

RECOMMENDATION:

I recommend the Mayor and Council accept the study. Further, to authorize the Mayor and I to enter into discussions with representatives from Washington University for the purpose of addressing the deficits; after obtaining your priorities.

ATTACHMENTS:

1. January 11, 2021 TischlerBise Presentation
2. July 7, 2020 TischlerBise Final Report



Fiscal Impact of Washington University-Owned Properties

January 11, 2021 City Council Meeting

City of University City



TischlerBise

FISCAL | ECONOMIC | PLANNING

- Impact fees/infrastructure financing strategies
- Fiscal/economic impact analyses
- Capital improvement planning
- Infrastructure finance/revenue enhancement
- Real estate and market feasibility



Basic Assumptions

■ Cost of Land Uses Fiscal Analysis Approach

- » Snapshot approach to determine direct costs and revenues for various land uses
- » Limitations to this approach are the reliance on average costing, particularly for one-time capital costs

■ FY2020 Adopted University City Annual Operating Budget used as the basis for costs and revenue allocation

- » Allocation determined based on interviews with City staff

■ Measures impact to tax-supported funds

- » General Fund
- » Public Safety Sales Tax Fund
- » Capital Improvement Fund
- » Park and Stormwater Fund

University-Owned Residential Property

■ Determined using parcel database provided by the City

University-Owned Residential Uses	Total Units [1]	Total Assessed Value [1]	Average Daily Vehicle Trips [3]	Persons per Housing Unit [2]	Estimated Population
Single Family	6	\$259,530	28	2.32	14
Multifamily	491	\$9,628,820	1,336	3.00	1,473
Institutional	27	\$1,275,370	73	3.00	81

[1] St. Louis County Assessor's Office parcel data

[2] Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates. Multifamily units assume an occupancy of 3 persons based on the fact these units are for University housing, with a limit of 3 persons per unit.

[3] Source: Institute of Transportation Engineers, *Trip Generation*, 10th Edition (2017)

University-Owned Nonresidential Property

■ Determined using parcel database provided by the City

University-Owned Nonresidential Uses	Floor Area (Sq. Ft.) [2]	Total Assessed Value*	Jobs [1]	Average Daily Vehicle Trips [3]
Retail	59,116	\$16,164,570	194	692
Office	15,300	\$107,520	78	75
Industrial	36,080	\$1,470,780	9	89
Institutional	118,140	\$28,539,000	123	633

[1] Based on employment density factors from Trip Generation, Institute of Transportation Engineers, 10th Edition (2017)

[2] University City Assessor's Office Parcel data

[3] Source: Institute of Transportation Engineers, *Trip Generation*, 10th Edition (2017)

Summary of Net Fiscal Results by Fund

- University-owned properties cost the City approximately \$2.06 million annually (while generating approximately \$1.0 million in revenue)

	RESIDENTIAL PROPERTIES				NONRESIDENTIAL PROPERTIES				
	Single Family	Multifamily	Institutional	TOTAL	Retail	Office	Industrial	Institutional	TOTAL
General Fund									
Revenues	\$6,136	\$672,066	\$16,382	\$694,584	\$33,905	\$13,081	\$1,728	\$19,204	\$67,918
Expenditures	\$12,365	\$1,287,427	\$70,795	\$1,370,587	\$152,646	\$26,272	\$16,973	\$130,326	\$326,217
Net Fiscal Result	(\$6,229)	(\$615,360)	(\$54,413)	(\$676,002)	(\$118,741)	(\$13,190)	(\$15,245)	(\$111,123)	(\$258,299)
Public Safety Sales Tax Fund									
Revenues	\$688	\$72,853	\$4,006	\$77,548	\$0	\$0	\$0	\$0	\$0
Expenditures	\$1,477	\$156,340	\$8,597	\$166,414	\$20,552	\$2,214	\$2,658	\$18,812	\$44,237
Net Fiscal Result	(\$789)	(\$83,487)	(\$4,591)	(\$88,867)	(\$20,552)	(\$2,214)	(\$2,658)	(\$18,812)	(\$44,237)
Capital Improvement Sales Tax Fund									
Revenues	\$980	\$103,665	\$5,701	\$110,346	\$0	\$0	\$0	\$0	\$0
Expenditures	\$887	\$93,864	\$5,162	\$99,913	\$7,525	\$3,026	\$349	\$4,771	\$15,671
Net Fiscal Result	\$93	\$9,801	\$539	\$10,433	(\$7,525)	(\$3,026)	(\$349)	(\$4,771)	(\$15,671)
Park and Stormwater Sales Tax Fund									
Revenues	\$447	\$47,262	\$2,599	\$50,307	\$3,789	\$1,523	\$176	\$2,402	\$7,891
Expenditures	\$348	\$36,848	\$2,026	\$39,222	\$0	\$0	\$0	\$0	\$0
Net Fiscal Result	\$98	\$10,414	\$573	\$11,085	\$3,789	\$1,523	\$176	\$2,402	\$7,891
GRAND TOTAL									
Revenues	\$8,251	\$895,846	\$28,688	\$932,785	\$37,694	\$14,605	\$1,904	\$21,606	\$75,809
Expenditures	\$15,077	\$1,574,478	\$86,580	\$1,676,136	\$180,723	\$31,511	\$19,980	\$153,910	\$386,124
Net Fiscal Result	(\$6,827)	(\$678,632)	(\$57,893)	(\$743,351)	(\$143,030)	(\$16,906)	(\$18,077)	(\$132,304)	(\$310,316)

Foregone Property Tax

Based on the assessment data provided by the City, TischlerBise estimates the City foregoes property tax revenue totaling \$410,736 from these University owned properties.

Prototype	Units	Taxable Value [1]	Property Tax [2] 0.61	County Road Tax [2] 0.105	TOTAL
Residential					
Single Family	6	\$259,530	\$1,583	\$273	\$1,856
Multifamily	491	\$9,628,820	\$58,736	\$10,110	\$68,846
Institutional	27	\$1,275,370	\$7,780	\$1,339	\$9,119
Subtotal	524	\$11,163,720	\$68,099	\$11,722	\$79,821
	Floor Area (Sq. Ft.)	Taxable Value	Property Tax [2] 0.61	County Road Tax [2] 0.105	TOTAL
Nonresidential					
Retail	59,116	\$16,164,570	\$98,604	\$16,973	\$115,577
Office	15,300	\$107,520	\$656	\$113	\$769
Industrial	36,080	\$1,470,780	\$8,972	\$1,544	\$10,516
Institutional	118,140	\$28,539,000	\$174,088	\$29,966	\$204,054
Subtotal	228,636	\$46,281,870	\$282,319	\$48,596	\$330,915
TOTAL		\$57,445,590	\$350,418	\$60,318	\$410,736

[1] Based on tax assessment records provided by the City of University City

[2] Per \$100 of assessed valuation.

Analysis Highlights

- Washington University-owned properties generate a net deficit of \$1.05 million annually to University City
 - » The majority of this deficit accrues to the General Fund
- Of the \$1.05 million annual net deficit discussed above, residential land uses owned by Washington University generate the largest net deficits to the City, at \$743,351 annually
 - » University-owned nonresidential properties generate an annual net deficit of \$310,316
- *General Fund* net deficits total \$676,002 for residential properties owned by the University, compared to \$258,299 for nonresidential properties.
 - » Police and Fire expenditures account for the greatest General Fund expenditures, followed by Public Works
- *Public Safety Sales Tax Fund* net deficits total \$88,867 for residential properties owned by the University
 - » University-owned nonresidential properties generate an annual net deficit of \$44,237

Analysis Highlights

- University-owned residential properties generate a net surplus of \$10,433 to the *Capital Improvement Sales Tax Fund*
 - » University-owned nonresidential properties generate an annual net deficit of \$15,671
 - » Because this sales tax is pooled, the City receives its distribution based on population, nonresidential development receives no credit for sales tax generation.
- University-owned residential properties also generate a net surplus of \$11,085 to the *Park and Stormwater Sales Tax Fund*.
 - » University-owned nonresidential properties generate an annual net surplus of \$7,891.
 - » Nonresidential development generates a surplus because there are no nonresidential costs assumed to this Fund since almost all the expenditures are park-related

- While it is clear that Washington University has a tremendous *economic* impact on the City of University City, the analysis indicates University's tax-exempt status is placing a significant *fiscal* burden on the City
 - » The proliferation of off-campus University-owned properties represents not only lost revenue, but an opportunity cost in the form of significantly greater revenue from projects funded through private investors that have the possibility of greater intensity and value added amenities

Questions

The Fiscal Impact of Property Owned by Washington University

Submitted to:
City of University City, Missouri

July 7, 2020

Prepared by:



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Suite S240
Bethesda, Maryland 20816
800.424.4318
www.tischlerbise.com

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FISCAL IMPACT OF PROPERTY OWNED BY WASHINGTON UNIVERSITY

City of University City, Missouri

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INTRODUCTION

TischlerBise is under contract with the City of University City, Missouri, to evaluate the fiscal impact of property owned by Washington University in the City. The approach used in this evaluation is TischlerBise’s Cost of Land Use Fiscal Impact Analysis approach, which evaluates the fiscal impact of specific land use prototypes. In this type of analysis, the characteristics of various residential (i.e., single-family, multi-family, institutional) and nonresidential (i.e., retail, office, industrial, institutional) “prototypes” are defined and a “snapshot” approach is used to determine the annual costs and revenues for each land use prototype to the jurisdiction. Rather than land use prototypes, this analysis models properties that are specifically owned by the University, which TischlerBise categorized by land use. We then determined actual assessed and taxable values and further quantified the land uses using US Census data to determine household size, and Institute of Transportation Engineers data to determine employment density and vehicle trip generation.

In general, a fiscal impact evaluation analyzes revenue generation and operating and capital costs to a jurisdiction associated with the provision of public services and facilities to serve development—residential, commercial, industrial, or other. A fiscal impact analysis is different from an economic impact analysis in that a fiscal impact analysis projects the cash flow to the *public* sector while an economic impact analysis projects the cash flow to the *private* sector, measured in income, jobs, output, indirect impacts, etc.

This report includes the following major sections:

1. Land Uses: Summary of University Owned Properties
2. Summary of Fiscal Findings
3. Revenues: Revenue allocation methodologies and description of the analysis
4. Expenditures: Cost allocation methodologies and description of the analysis
5. Fiscal Findings: For each land use, the results of the fiscal analysis are provided and discussed.
6. Appendices: Further detail on data and methodologies.

LAND USES EVALUATED

TischlerBise worked closely with University City staff to identify a range of land use categories—three residential and four nonresidential—to evaluate for this analysis. Residential, nonresidential, and institutional land use data was provided through the City’s database. Several assumptions are made to provide definition and parameters to evaluate the land uses in the study, with those assumptions based on data from University City wherever possible and noted throughout. As with any analysis of this type, changing any of the assumptions has the potential to change the results accordingly. This section provides further detail on the characteristics of the land use properties and related assumptions.

Washington University-Owned Residential Properties

University-owned residential land uses included in the study are shown below. The land uses are meant to represent a general sample of the types of residential development that exist or could be developed in University City. The residential properties owned by the University evaluated in the study through City property tax records include:

1. Single Family
2. Multifamily
3. Institutional (multifamily units)

Figure 1 summarizes properties owned by Washington University that contain residential units. This was determined using data obtained from the St. Louis County assessment database. From this database, TischlerBise was able to derive the number of residential units by type (e.g., single family, multifamily). Some of the University owned properties were classified as institutional land uses, but contained multifamily units. Figure 1 outlines the residential properties and their associated such as total units, total assessed values, total appraised values, vehicle trips per unit, trip adjustment factor, persons per housing unit, and estimated population. The data below is used to calculate the associated revenue and cost factors in the fiscal impact study.

Figure 1. Summary of University-Owned Residential Properties

University-Owned Residential Uses	Total Units [1]	Total Assessed Value [1]	Average Daily Vehicle Trips [3]	Persons per Housing Unit [2]	Estimated Population
Single Family	6	\$259,530	28	2.32	14
Multifamily	491	\$9,628,820	1,336	3.00	1,473
Institutional	27	\$1,275,370	73	3.00	81

[1] St. Louis County Assessor's Office parcel data

[2] Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates. Multifamily units assume an occupancy of 3 persons based on the fact these units are for University housing, with a limit of 3 persons per unit.

[3] Source: Institute of Transportation Engineers, *Trip Generation*, 10th Edition (2017)

Washington University-Owned Nonresidential Properties

Figure 2 summarizes properties owned by Washington University that can be classified as nonresidential development. Similar to the residential properties discussed above, this was determined using the St. Louis County assessment database and land use codes.

Figure 2. Summary of University-Owned Nonresidential Properties

University-Owned Nonresidential Uses	Floor Area (Sq. Ft.) [2]	Total Assessed Value [2]	Jobs [1]	Average Daily Vehicle Trips [3]
Retail	59,116	\$16,164,570	194	692
Office	15,300	\$107,520	78	75
Industrial	36,080	\$1,470,780	9	89
Institutional	118,140	\$28,539,000	123	633

[1] Based on employment density factors from Trip Generation, Institute of Transportation Engineers, 10th Edition (2017)

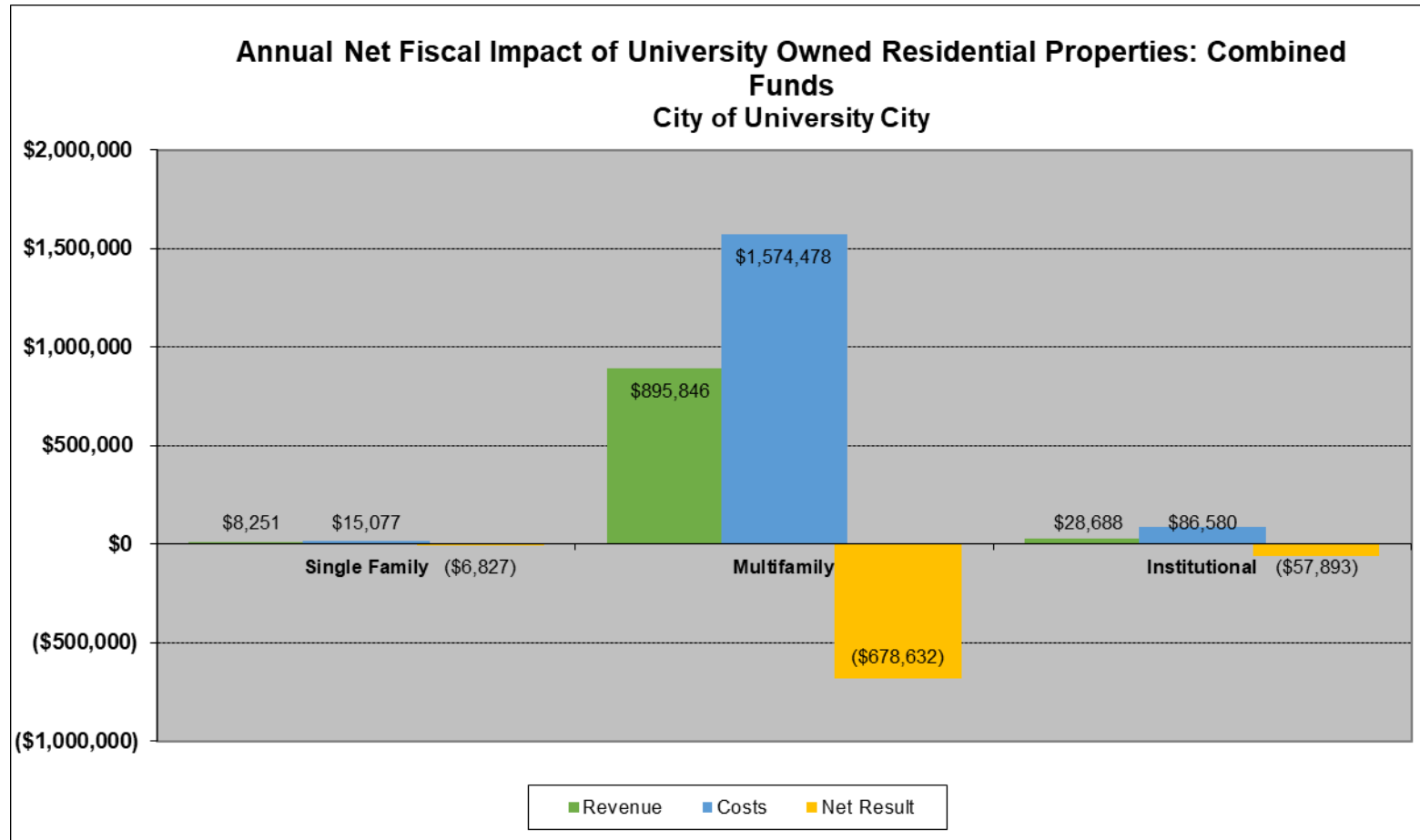
[2] St. Louis County Assessor's Office parcel data

[3] Source: Institute of Transportation Engineers, *Trip Generation*, 10th Edition (2017)

SUMMARY OF FISCAL IMPACT FINDINGS

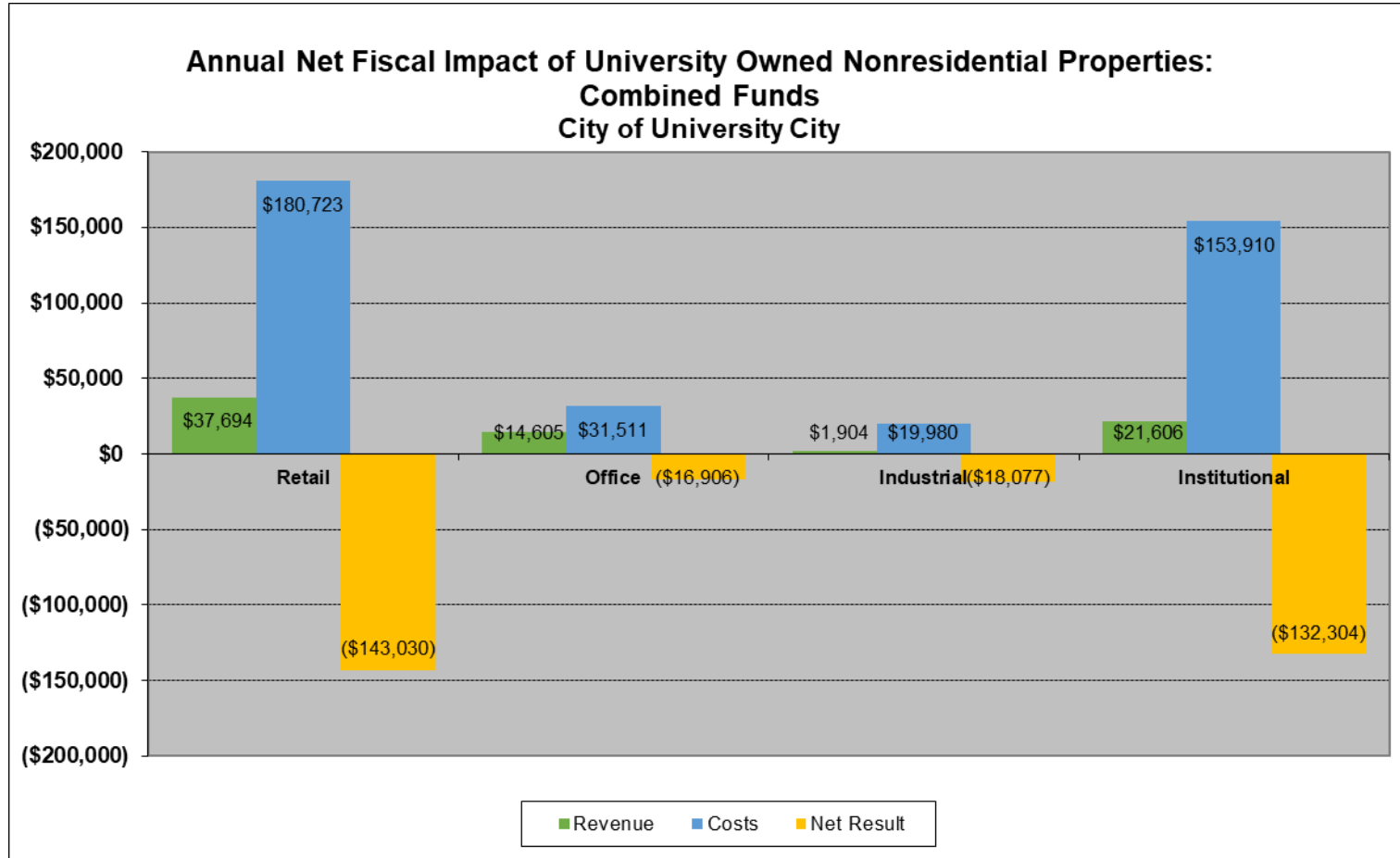
The following figures graphically reflect the results of the Fiscal Impact Analysis for residential and nonresidential properties owned by Washington University. For **residential development**, results are shown in Figure 3 for each land use. All three of the **residential** land use types owned by the University generate annual net deficits to the City, meaning sufficient revenues are not generated to offset the costs associated with providing services and facilities.

Figure 3. Annual Net Fiscal Impact Analysis Results for University-Owned Residential Properties: Combined Funds



The **nonresidential development** results are shown in Figure 4. Data points above the \$0 line represent annual net surpluses; data points below the \$0 line represent annual net deficits. All four of the nonresidential land use types owned by the University also generate annual net deficits to the City.

Figure 4. Annual Net Fiscal Impact Analysis Results for University-Owned Nonresidential Properties: Combined Funds



Annual net results are shown below in Figure 5 for each of the City's tax-supported Funds, as well as the result for all Funds combined. Residential properties owned by the University generate annual net deficits to the General Fund and Public Safety Sales Tax Fund. Nonresidential properties owned by the University generate annual net deficits to the General Fund, Public Safety Sales Tax Fund and Capital Improvement Sales Tax Fund. There are no expenditures within the Park and Stormwater Sales Tax Fund for nonresidential land uses.

Figure 5. Annual Net Fiscal Impact Analysis Results for University City Funds: By Fund

	RESIDENTIAL PROPERTIES				NONRESIDENTIAL PROPERTIES				
	Single Family	Multifamily	Institutional	TOTAL	Retail	Office	Industrial	Institutional	TOTAL
<i>General Fund</i>									
Revenues	\$6,136	\$672,066	\$16,382	\$694,584	\$33,905	\$13,081	\$1,728	\$19,204	\$67,918
Expenditures	\$12,365	\$1,287,427	\$70,795	\$1,370,587	\$152,646	\$26,272	\$16,973	\$130,326	\$326,217
Net Fiscal Result	(\$6,229)	(\$615,360)	(\$54,413)	(\$676,002)	(\$118,741)	(\$13,190)	(\$15,245)	(\$111,123)	(\$258,299)
<i>Public Safety Sales Tax Fund</i>									
Revenues	\$688	\$72,853	\$4,006	\$77,548	\$0	\$0	\$0	\$0	\$0
Expenditures	\$1,477	\$156,340	\$8,597	\$166,414	\$20,552	\$2,214	\$2,658	\$18,812	\$44,237
Net Fiscal Result	(\$789)	(\$83,487)	(\$4,591)	(\$88,867)	(\$20,552)	(\$2,214)	(\$2,658)	(\$18,812)	(\$44,237)
<i>Capital Improvement Sales Tax Fund</i>									
Revenues	\$980	\$103,665	\$5,701	\$110,346	\$0	\$0	\$0	\$0	\$0
Expenditures	\$887	\$93,864	\$5,162	\$99,913	\$7,525	\$3,026	\$349	\$4,771	\$15,671
Net Fiscal Result	\$93	\$9,801	\$539	\$10,433	(\$7,525)	(\$3,026)	(\$349)	(\$4,771)	(\$15,671)
<i>Park and Stormwater Sales Tax Fund</i>									
Revenues	\$447	\$47,262	\$2,599	\$50,307	\$3,789	\$1,523	\$176	\$2,402	\$7,891
Expenditures	\$348	\$36,848	\$2,026	\$39,222	\$0	\$0	\$0	\$0	\$0
Net Fiscal Result	\$98	\$10,414	\$573	\$11,085	\$3,789	\$1,523	\$176	\$2,402	\$7,891
GRAND TOTAL									
Revenues	\$8,251	\$895,846	\$28,688	\$932,785	\$37,694	\$14,605	\$1,904	\$21,606	\$75,809
Expenditures	\$15,077	\$1,574,478	\$86,580	\$1,676,136	\$180,723	\$31,511	\$19,980	\$153,910	\$386,124
Net Fiscal Result	(\$6,827)	(\$678,632)	(\$57,893)	(\$743,351)	(\$143,030)	(\$16,906)	(\$18,077)	(\$132,304)	(\$310,316)

Major Findings

Washington University-owned properties do not pay property taxes to the City of University, as the University is a tax-exempt entity as an institutional land use. Based on the St. Louis County assessment data provided by the City, TischlerBise estimates the City foregoes property tax revenue totaling \$410,736 from these University owned properties. As our analysis indicates, these University-owned properties cost the City approximately \$2.06 million annually. The following bullet points summarize the major findings from our analysis.

- Washington University-owned properties generate a net deficit of \$1.05 million annually to University City, with the majority of this deficit accruing to the General Fund.
- Of the \$1.05 million annual net deficit discussed above, residential land uses owned by Washington University generate the largest net deficits to the City, at \$743,351 annually. This is compared to an annual net deficit of \$310,316 for University-owned nonresidential properties.
- General Fund net deficits total \$676,002 for residential properties owned by the University, compared to \$258,299 for nonresidential properties. Police and Fire expenditures account for the greatest General Fund expenditures, followed by Public Works.
- Public Safety Sales Tax Fund net deficits total \$88,867 for residential properties owned by the University, compared to \$44,237 for nonresidential properties.
- University-owned residential properties generate a net surplus of \$10,433 to the Capital Improvement Sales Tax Fund, while nonresidential properties generate a net deficit of \$15,671. Because this sales tax is pooled, the City receives its distribution based on population, nonresidential development receives no credit for sales tax generation.
- University-owned residential properties also generate a net surplus of \$11,085 to the Park and Stormwater Sales Tax Fund. The total nonresidential Park and Stormwater Sales Tax Fund annual net surplus is \$7,891.
- While it is clear that Washington University has a tremendous *economic* impact on the City of University City, the analysis indicates University's tax-exempt status is placing a significant *fiscal* burden on the City. The proliferation of off-campus University-owned properties represents not only lost revenue, but an opportunity cost in the form of significantly greater revenue from projects funded through private investors that have the possibility of greater intensity and value added amenities.

OVERVIEW OF THE APPROACH

For this analysis, the net fiscal impacts for the residential and nonresidential land uses owned by the City of University City have been determined by subtracting the costs necessary to serve these land uses from the revenues generated by each land use. The cost and revenue factors have been determined based on the *FY2020 Adopted University City Annual Operating Budget* and *current levels of service*. The analysis includes University City's tax supported funds. Only those funds affected by new development were included in the analysis. Enterprise Funds are not included as those funds are assumed to be fully supported by the revenues generated by the respective Fund. The funds modeled are:

- General Fund
- Public Safety Sales Tax Fund
- Capital Improvement Fund
- Park and Stormwater Fund
- Debt Service Fund

To derive the costs, revenues, and service levels, TischlerBise interviewed department staff and reviewed the current budget along with other financial and demographic data. The result of this assessment and the methodologies used to determine costs and revenues are described throughout this document.

Capital improvement costs are included in the analysis using existing debt service costs, which reflect an average annual expense for capital improvements, as well as additional ongoing capital expenditures that are not captured in debt service costs.

REVENUE FACTORS—GENERAL FUND

The following section details the revenue allocation methodologies used in the analysis. Figure 6 provides a snapshot of allocation methodologies for General Fund revenue sources. It is important to note that University-owned do not pay property tax or County Road Fund property tax to the City. However, TischlerBise has calculated the foregone property revenue using a custom methodology discussed later in this document.

Figure 6. Revenue Allocation Methodologies

Revenue Category	FY 2020 Amount	Percent of Total	Allocation Methodology	Residential Share	Nonresidential Share	Residential Divisor	Nonresidential Divisor	Residential Prototype Factor	Nonresidential Prototype Factor
Property Taxes - Current	\$2,961,000	11.51%	Custom	N/A	N/A	N/A	N/A	See Custom Table	See Custom Table
Property Taxes - Delinquent	\$70,000	0.27%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Personal Property- Current	\$383,000	1.49%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Personal Property- Delinquent	\$40,500	0.16%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Intangible Property	\$200	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Railroad and Other Utilities	\$70,000	0.27%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Local Use Tax	\$853,000	3.32%	Population and Jobs	\$673,870	\$179,130	34,372	15,010	\$19.61	\$11.93
Countywide Sales Tax (pool)	\$5,339,000	20.76%	Population	\$5,339,000	N/A	N/A	N/A	N/A	N/A
Fire Sales Tax (Point of Sale)	\$675,000	2.62%	Population and Jobs	\$533,250	\$141,750	34,372	15,010	\$15.51	\$9.44
State Gas Tax	\$957,000	3.72%	Population	\$957,000	N/A	34,372	N/A	\$27.84	N/A
State Motor Vehicle Sales Tax	\$486,000	1.89%	Population	\$486,000	N/A	34,372	N/A	\$14.14	N/A
County Road Fund	\$623,000	2.42%	Custom	N/A	N/A	N/A	N/A	Go To Custom Table	Go To Custom Table
Cigarette Tax	\$110,000	0.43%	Population and Jobs	\$86,900	\$23,100	34,372	15,010	\$2.53	\$1.54
Safer Grant	\$1,276,300	4.96%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Business Licenses	\$501,000	1.95%	Jobs	N/A	\$501,000	N/A	15,010	N/A	\$33.38
Motor Vehicle Fees	\$142,000	0.55%	Population and Jobs	\$112,180	\$29,820	34,372	15,010	\$3.26	\$1.99
Dog Licenses & Redemption Fees	\$2,000	0.01%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Liquor	\$34,000	0.13%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Electric Gross Receipts Tax	\$2,875,000	11.18%	Population and Jobs	\$2,271,250	\$603,750	34,372	15,010	\$66.08	\$40.22
Natural Gas Gross Receipts Tax	\$1,536,000	5.97%	Population and Jobs	\$1,213,440	\$322,560	34,372	15,010	\$35.30	\$21.49
Water Gross Receipts Tax	\$543,000	2.11%	Population and Jobs	\$428,970	\$114,030	34,372	15,010	\$12.48	\$7.60
Telephone Gross Receipts Tax	\$922,000	3.59%	Population and Jobs	\$728,380	\$193,620	34,372	15,010	\$21.19	\$12.90
Cable TV Gross Receipts Tax	\$270,000	1.05%	Population and Jobs	\$213,300	\$56,700	34,372	15,010	\$6.21	\$3.78
Fiber Optic Gross Receipts Tax	\$72,000	0.28%	Population and Jobs	\$56,880	\$15,120	34,372	15,010	\$1.65	\$1.01
ROW Use Gross Receipts Tax	\$92,000	0.36%	Population and Jobs	\$72,680	\$19,320	34,372	15,010	\$2.11	\$1.29
Excavation and Drive Permit/Fees	\$25,000	0.10%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Rental Property Permits/Fees	\$3,200	0.01%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Building and Zoning Permits/Fees	\$838,000	3.26%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Ambulance Service Charges	\$725,000	2.82%	Population and Jobs	\$572,750	\$152,250	34,372	15,010	\$16.66	\$10.14
Weed & Debris Service Charge	\$36,700	0.14%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Police Service Charges	\$198,000	0.77%	Population and Jobs	\$156,420	\$41,580	34,372	15,010	\$4.55	\$2.77
Aquatics Fees	\$100,000	0.39%	Population	\$100,000	N/A	34,372	N/A	\$2.91	N/A
Community Center Fees	\$87,000	0.34%	Population	\$87,000	N/A	34,372	N/A	\$2.53	N/A
Centennial Commons Fees	\$554,000	2.15%	Population	\$554,000	N/A	34,372	N/A	\$16.12	N/A

Revenue Category	FY 2020 Amount	Percent of Total	Allocation Methodology	Residential Share	Nonresidential Share	Residential Divisor	Nonresidential Divisor	Residential Prototype Factor	Nonresidential Prototype Factor
Parking Meter Collections	\$132,000	0.51%	Vehicle Trips	\$81,283	\$50,717	66,516	41,502	\$1.22	\$1.22
Parking Fines	\$160,000	0.62%	Vehicle Trips	\$98,525	\$61,475	66,516	41,502	\$1.48	\$1.48
Court Fines	\$324,000	1.26%	Population and Jobs	\$255,960	\$68,040	34,372	15,010	\$7.45	\$4.53
Court Costs	\$80,000	0.31%	Population and Jobs	\$63,200	\$16,800	34,372	15,010	\$1.84	\$1.12
Misc. Court Receipts	\$500	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Bond Forfeiture	\$15,000	0.06%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Crime Victim Compensation	\$1,500	0.01%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Interest Income	\$26,000	0.10%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Interfund Loan Interest	\$5,336	0.02%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Special Assessment	\$50,000	0.19%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Misc. Operating Revenue	\$16,000	0.06%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Non-Operating Revenue	\$6,100	0.02%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Credit Card Fees	\$10,000	0.04%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Police Officer Std. & Training	\$2,500	0.01%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Police Training Fees	\$6,600	0.03%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Rental of Property	\$1,500	0.01%	Fixed	N/A	N/A	N/A	N/A	NA	NA
False Alarms	\$8,100	0.03%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Transfer In-Pub. Saf. Sales Tax Fund	\$1,264,700	4.92%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Transfer In-Parks & SW Fund	\$41,280	0.16%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Transfer In-Golf Course Fund	\$53,220	0.21%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Transfer In-Parking Garage Fund	\$53,220	0.21%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Transfer In-Sewer Lateral Fund	\$57,240	0.22%	Fixed	N/A	N/A	N/A	N/A	NA	NA
TOTAL	\$25,714,696	100.00%							

Pooled Sales Tax

The City's largest General Fund revenue source is the City's share of a Countywide 1 cent sales tax. The City's share of this sales tax is based on its per capita sales generated within a pool of cities in St. Louis County and unincorporated areas of the County. Therefore, this sales tax is allocated on a per capita, or population basis

Point of Sale Sales Tax

The City's also has several sales taxes that are distributed based on point sale, meaning that sales tax generated within University City stay s in University City. These point of sale sales taxes include the local use tax, park and stormwater sales tax and fire services sales tax. We have found the best way to allocate point of sale-based sales taxes depends on the situation. For example, without retail space in University City, it can be argued the City would derive no point of sale sales tax. However, there are different types of retail space (e.g., regional, neighborhood, etc.), and therefore the sales tax allocation methodology needs to reflect the situation. In the case of regional-scale, auto-dependent retail space the appropriate methodology would be to determine the sales per square foot for the retail space, and then apply the applicable sales tax rate. This

is largely because this type of retail space is necessarily dependent on the surrounding population and employment base. Rather, this type of space draws customers from a large catchment area who travel to purchase what can be termed as “shoppers goods,” such home goods, electronics, furniture, vehicles, construction materials, etc. However, neighborhood-scale retail establishments such as the those in the vicinity of the Delmar Loop cannot be sustained without the patronage of nearby residents and workers. In these cases, a population and jobs allocation is more appropriate for the allocation of point of sale sales tax.

Property Tax

Property tax revenue accounts for approximately 12 percent of University City’s General Fund budget. This currently applies to university-owned properties that aren’t used for university-related activities. TischlerBise determined the foregone property tax revenues for residential and nonresidential uses owned by the University by utilizing assessment data from each property. Details are provided below.

The City of University City provided TischlerBise a citywide parcel database from St. Louis County which we were able ascertain properties owned by Washington University. As shown in the Figure below, University owned properties were sorted by residential and nonresidential land use. The taxable value of residential properties owned by the University total \$11.1 million and nonresidential properties have a taxable value of \$46.3 million. The City has two property taxes. The City’s main property tax is assessed at a rate of \$.61 per \$100 in value. The County Road Fund is also a property tax contained in the City’s General Fund, with a rate of \$.105 per \$100 in value. Since properties owned by the University are exempt from local property taxes, the City foregoes an estimated \$410,736 in tax revenue as a result of Washington University’s tax-exempt status.

Figure 7. Foregone Property Tax to University City

Prototype	Units	Taxable Value [1]	Property Tax [2] 0.61	County Road Tax [2] 0.105	TOTAL
Residential					
Single Family	6	\$259,530	\$1,583	\$273	\$1,856
Multifamily	491	\$9,628,820	\$58,736	\$10,110	\$68,846
Institutional	27	\$1,275,370	\$7,780	\$1,339	\$9,119
Subtotal	524	\$11,163,720	\$68,099	\$11,722	\$79,821
	Floor Area (Sq. Ft.)	Taxable Value	Property Tax [2] 0.61	County Road Tax [2] 0.105	TOTAL
Nonresidential					
Retail	59,116	\$16,164,570	\$98,604	\$16,973	\$115,577
Office	15,300	\$107,520	\$656	\$113	\$769
Industrial	36,080	\$1,470,780	\$8,972	\$1,544	\$10,516
Institutional	118,140	\$28,539,000	\$174,088	\$29,966	\$204,054
Subtotal	228,636	\$46,281,870	\$282,319	\$48,596	\$330,915
TOTAL		\$57,445,590	\$350,418	\$60,318	\$410,736

[1] Based on tax assessment records provided by the City of University City

[2] Per \$100 of assessed valuation.

REVENUE FACTORS—SPECIAL REVENUE FUND

The following section details Special Revenue Fund allocation methodologies used in the analysis. All three Special Revenue Funds are funded through sales taxes.

Figure 8. Revenue Allocation Methodologies

**Public Safety Sales Tax Fund Revenues and Fiscal Factors
University-Owned Property in University City**

Revenue Category	FY 2020 Amount	Percent of Total	Allocation Methodology	Residential Share	Nonresidential Share	Residential Divisor	Nonresidential Divisor	Residential Prototype Factor	Nonresidential Prototype Factor
Sales Tax	\$1,700,000	100.00%	Population	\$1,700,000	N/A	34,372	N/A	\$49.46	N/A
Revenue Type 9	\$0	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	N/A
Revenue Type 10	\$0	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Revenue Type 11	\$0	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Revenue Type 12	\$0	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Revenue Type 13	\$0	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	NA
TOTAL	\$1,700,000	100.00%							

**Capital Improvement Fund Revenues and Fiscal Factors
University-Owned Property in University City**

Revenue Category	FY 2020 Amount	Percent of Total	Allocation Methodology	Residential Share	Nonresidential Share	Residential Divisor	Nonresidential Divisor	Residential Prototype Factor	Nonresidential Prototype Factor
Sales Tax	\$2,419,000	100.00%	Population	\$2,419,000	N/A	34,372	N/A	\$70.38	N/A
Revenue Type 2	\$0	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Revenue Type 3	\$0	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Revenue Type 7	\$0	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Revenue Type 8	\$0	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	NA
TOTAL	\$2,419,000	100.00%							

**Park and Stormwater Fund Revenues and Fiscal Factors
University-Owned Property in University City**

Revenue Category	FY 2020 Amount	Percent of Total	Allocation Methodology	Residential Share	Nonresidential Share	Residential Divisor	Nonresidential Divisor	Residential Prototype Factor	Nonresidential Prototype Factor
Sales Tax	\$1,396,000	5.43%	Population and Jobs	\$1,102,840	\$293,160	34,372	15,010	\$32.09	\$19.53
Revenue Type 2	\$0	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Revenue Type 3	\$0	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	NA
Revenue Type 7	\$0	0.00%	Fixed	N/A	N/A	N/A	N/A	NA	NA
TOTAL	\$1,396,000	5.43%							

REVENUE SUMMARY

General Fund

The main source of General Fund revenue generated by residential development in University City is sales tax. The amount of revenue generated by residential land use corresponds directly with the population and the number of units. Multifamily units generate the most General Fund revenue to the City, estimated at \$672,066 annually. Multifamily units classified as Institutional uses generate estimated revenue of \$35,414. Single family units owned by the University generate \$6,136 in annual General Fund revenue.

The figure below shows also indicates General Fund revenue generated by the nonresidential land uses owned by the University. Because the largest sales tax source (pooled sales taxes) are generated by a population-based formula, the largest sources are related to business licenses and various franchise fees. Retail land uses owned by the University generate the most General Fund revenue to the City, estimated at \$33,905 annually. Institutional uses generate General Fund revenue of \$22,023. Office uses owned by the University generate \$13,081 in annual General Fund revenue. Finally, industrial uses owned by the University generates annual General Fund revenue of \$1,728.

Figure 9. Revenue Generation by University-Owned Properties: General Fund

General Fund Revenues
University-Owned Property in University City

Revenue	RESIDENTIAL PROPERTIES			NONRESIDENTIAL PROPERTIES			
	Single Family	Multifamily	Institutional	Retail	Office	Industrial	Institutional
Property Taxes - Current	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Property Taxes - Delinquent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Personal Property- Current	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Personal Property- Delinquent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Intangible Property	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Railroad and Other Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Local Use Tax	\$272.90	\$28,878.46	\$1,588.02	\$2,315.20	\$930.86	\$107.41	\$1,467.89
Countywide Sales Tax (pool)	\$2,162.19	\$228,800.97	\$12,581.72	\$0.00	\$0.00	\$0.00	\$0.00
Fire Sales Tax (Point of Sale)	\$215.96	\$22,852.24	\$1,256.64	\$1,832.08	\$736.61	\$84.99	\$1,161.58
State Gas Tax	\$387.57	\$41,011.90	\$2,255.24	\$0.00	\$0.00	\$0.00	\$0.00
State Motor Vehicle Sales Tax	\$196.82	\$20,827.36	\$1,145.29	\$0.00	\$0.00	\$0.00	\$0.00
County Road Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cigarette Tax	\$35.19	\$3,724.07	\$204.79	\$298.56	\$120.04	\$13.85	\$189.29
Safer Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Business Licenses	\$0.00	\$0.00	\$0.00	\$6,475.28	\$2,603.46	\$300.40	\$4,105.46
Motor Vehicle Fees	\$45.43	\$4,807.43	\$264.36	\$385.42	\$154.96	\$17.88	\$244.36
Dog Licenses & Redemption Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Liquor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Electric Gross Receipts Tax	\$919.81	\$97,333.62	\$5,352.36	\$7,803.30	\$3,137.41	\$362.01	\$4,947.45
Natural Gas Gross Receipts Tax	\$491.42	\$52,001.55	\$2,859.56	\$4,169.00	\$1,676.19	\$193.41	\$2,643.23
Water Gross Receipts Tax	\$173.72	\$18,383.36	\$1,010.90	\$1,473.81	\$592.56	\$68.37	\$934.42
Telephone Gross Receipts Tax	\$294.98	\$31,214.47	\$1,716.48	\$2,502.48	\$1,006.15	\$116.09	\$1,586.63
Cable TV Gross Receipts Tax	\$86.38	\$9,140.90	\$502.66	\$732.83	\$294.64	\$34.00	\$464.63
Fiber Optic Gross Receipts Tax	\$23.04	\$2,437.57	\$134.04	\$195.42	\$78.57	\$9.07	\$123.90
ROW Use Gross Receipts Tax	\$29.43	\$3,114.68	\$171.28	\$249.71	\$100.40	\$11.58	\$158.32
Excavation and Drive Permit/Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rental Property Permits/Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Building and Zoning Permits/Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ambulance Service Charges	\$231.95	\$24,545.00	\$1,349.73	\$1,967.79	\$791.17	\$91.29	\$1,247.62
Weed & Debris Service Charge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Police Service Charges	\$63.35	\$6,703.32	\$368.61	\$537.41	\$216.07	\$24.93	\$340.73
Aquatics Fees	\$40.50	\$4,285.46	\$235.66	\$0.00	\$0.00	\$0.00	\$0.00
Community Center Fees	\$35.23	\$3,728.35	\$205.02	\$0.00	\$0.00	\$0.00	\$0.00
Centennial Commons Fees	\$224.36	\$23,741.48	\$1,305.54	\$0.00	\$0.00	\$0.00	\$0.00
Parking Meter Collections	\$34.61	\$28,878.46	\$44.87	\$845	\$91.05	\$109.34	\$773.82
Parking Fines	\$41.95	\$1,978.22	\$108.78	\$1,024.73	\$110.37	\$132.54	\$937.96
Court Fines	\$103.66	\$10,969.08	\$603.19	\$879.40	\$353.57	\$40.80	\$557.56
Court Costs	\$25.59	\$2,708.41	\$148.94	\$217.14	\$87.30	\$10.07	\$137.67
Misc. Court Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bond Forfeiture	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Crime Victim Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interfund Loan Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Assessment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Misc. Operating Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Non-Operating Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Credit Card Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Police Officer Std. & Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Police Training Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rental of Property	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
False Alarms	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfer In-Pub. Saf. Sales Tax Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfer In-Parks & SW Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfer In-Golf Course Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfer In-Parking Garage Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfer In-Sewer Lateral Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$6,136	\$672,066	\$35,414	\$33,905	\$13,081	\$1,728	\$22,023

Special Revenue Funds

The City's three Special Revenue Funds are funded through sales tax. As discussed previously, pooled sales taxes are distributed to the City using a population-based formula, therefore only residential land uses generate sales tax to the Public Safety Sales Tax Fund and Capital Improvement Sales Tax Fund. Multifamily units generate the most Special Revenue Fund revenue to the City, estimated at \$223,780 annually. Multifamily units classified as Institutional uses generate estimated revenue of \$12,306. Single family units owned by the University generate \$2,115 in annual Special Revenue Fund revenue.

The figure below shows also indicates Special Revenue Fund revenue generated by the nonresidential land uses owned by the University. Since the Parks and Stormwater Sales Tax Fund is the only Fund with point of sale sales tax, this is the only Fund that nonresidential uses contribute too. Retail land uses owned by the University generate the most Special Revenue Fund revenue to the City, estimated at \$3,789 annually. Institutional uses generate Special Revenue Fund revenue of \$2,402. Office uses owned by the University generate \$1,523 in annual Special Revenue Fund revenue. Finally, industrial uses owned by the University generates annual Special Revenue Fund revenue of \$176.

Figure 10. Revenue Generation by University-Owned Properties: Special Revenue Funds

Summary of Special Revenue Fund Revenue
University-Owned Property in University City

Fund	RESIDENTIAL PROPERTIES			NONRESIDENTIAL PROPERTIES			
	Single Family	Multifamily	Institutional	Retail	Office	Industrial	Institutional
Public Safety Sales Tax Fund	\$688	\$72,853	\$4,006	\$0	\$0	\$0	\$0
Capital Improvement Sales Tax Fund	\$980	\$103,665	\$5,701	\$0	\$0	\$0	\$0
Park and Stormwater Sales Tax Fund	\$447	\$47,262	\$2,599	\$3,789	\$1,523	\$176	\$2,402
TOTAL	\$2,115	\$223,780	\$12,306	\$3,789	\$1,523	\$176	\$2,402

EXPENDITURE FACTORS—GENERAL FUND

The following series of figures details the expenditure allocation methodologies used for each of the University City's General Fund expenditures. Custom allocation analyses—and those where two or more factors are identified—are described at the end of this section.

Figure 11. General Fund Expenditure Allocation Methodologies

Expenditure Category	FY 2020 Amount	Percent of Total	Allocation Methodology	Adj. Factor	Residential Share	Nonres. Share	Residential Divisor	Nonres. Divisor	Residential Cost Factor	Nonres. Cost Factor
City Council	\$221,461	0.88%								
Personnel Services	\$111,816	0.44%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Contractual Services	\$105,305	0.42%	Population and Jobs	100%	\$83,191	\$22,114	34,372	15,010	\$2.42	\$1.47
Commodities	\$4,340	0.02%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Capital Outlay	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
City Manager	\$624,850	2.48%								
Personnel Services	\$301,700	1.20%	Population and Jobs	100%	\$238,343	\$63,357	34,372	15,010	\$6.93	\$4.22
Contractual Services	\$318,150	1.26%	Population and Jobs	100%	\$251,339	\$66,812	34,372	15,010	\$7.31	\$4.45
Commodities	\$5,000	0.02%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Capital Outlay	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Communications	\$258,720	1.03%								
Personnel Services	\$137,115	0.54%	Population and Jobs	100%	\$108,321	\$28,794	34,372	15,010	\$3.15	\$1.92
Contractual Services	\$121,365	0.48%	Population and Jobs	100%	\$95,878	\$25,487	34,372	15,010	\$2.79	\$1.70
Commodities	\$240	0.00%	Population and Jobs	100%	\$190	\$50	34,372	15,010	\$0.01	\$0.00
Capital Outlay	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Information Technology	\$623,940	2.48%								
Personnel Services	\$186,050	0.74%	Population and Jobs	100%	\$146,980	\$39,071	34,372	15,010	\$4.28	\$2.60
Contractual Services	\$332,390	1.32%	Population and Jobs	100%	\$262,588	\$69,802	34,372	15,010	\$7.64	\$4.65
Commodities	\$18,500	0.07%	Population and Jobs	100%	\$14,615	\$3,885	34,372	15,010	\$0.43	\$0.26
Capital Outlay	\$87,000	0.35%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Economic Development	\$134,742	0.54%								
Personnel Services	\$118,397	0.47%	Jobs	100%	N/A	\$118,397	N/A	15,010	N/A	\$7.89
Contractual Services	\$16,345	0.06%	Jobs	100%	N/A	\$16,345	N/A	15,010	N/A	\$1.09
Commodities	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Capital Outlay	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A

Fiscal Impact of Property Owned by Washington University
City of University City, Missouri

Expenditure Category	FY 2020 Amount	Percent of Total	Allocation Methodology	Adj. Factor	Residential Share	Nonres. Share	Residential Divisor	Nonres. Divisor	Residential Cost Factor	Nonres. Cost Factor
Human Resources	\$1,325,980	5.27%								
Personnel Services	\$202,100	0.80%	Population and Jobs	100%	\$159,659	\$42,441	34,372	15,010	\$4.65	\$2.83
Contractual Services	\$89,740	0.36%	Population and Jobs	100%	\$70,895	\$18,845	34,372	15,010	\$2.06	\$1.26
Commodities	\$22,240	0.09%	Population and Jobs	100%	\$17,570	\$4,670	34,372	15,010	\$0.51	\$0.31
Transfers Out	\$1,011,900	4.02%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Finance	\$697,770	2.77%								
Personnel Services	\$479,500	1.90%	Population and Jobs	100%	\$378,805	\$100,695	34,372	15,010	\$11.02	\$6.71
Contractual Services	\$201,520	0.80%	Population and Jobs	100%	\$159,201	\$42,319	34,372	15,010	\$4.63	\$2.82
Commodities	\$16,750	0.07%	Population and Jobs	100%	\$13,233	\$3,518	34,372	15,010	\$0.38	\$0.23
Capital Outlay	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Police	\$9,031,062	35.88%								
Personnel Services	\$8,315,270	33.03%	Custom	100%	N/A	N/A	N/A	N/A	See Custom Table	See Custom Table
Contractual Services	\$573,748	2.28%	Custom	100%	N/A	N/A	N/A	N/A	See Custom Table	See Custom Table
Commodities	\$111,600	0.44%	Custom	100%	N/A	N/A	N/A	N/A	See Custom Table	See Custom Table
Temporary Facility	\$30,444	0.12%	Custom	100%	N/A	N/A	N/A	N/A	See Custom Table	See Custom Table
Fire	\$4,917,849	19.54%								
Personnel Services	\$4,333,250	17.21%	Custom	100%	N/A	N/A	N/A	N/A	See Custom Table	See Custom Table
Contractual Services	\$286,694	1.14%	Custom	100%	N/A	N/A	N/A	N/A	See Custom Table	See Custom Table
Commodities	\$158,305	0.63%	Custom	100%	N/A	N/A	N/A	N/A	See Custom Table	See Custom Table
Capital Outlay	\$139,600	0.55%	Custom	100%	N/A	N/A	N/A	N/A	See Custom Table	See Custom Table
Municipal Court	\$348,720	1.39%								
Personnel Services	\$258,800	1.03%	Population and Jobs	100%	\$204,452	\$54,348	34,372	15,010	\$5.95	\$3.62
Contractual Services	\$85,920	0.34%	Population and Jobs	100%	\$67,877	\$18,043	34,372	15,010	\$1.97	\$1.20
Commodities	\$4,000	0.02%	Population and Jobs	100%	\$3,160	\$840	34,372	15,010	\$0.09	\$0.06
Capital Outlay	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
PW-Administration and Engineering	\$437,135	1.74%								
Personnel Services	\$335,992	1.33%	Population and Jobs	100%	\$265,434	\$70,558	34,372	15,010	\$7.72	\$4.70
Contractual Services	\$94,243	0.37%	Population and Jobs	100%	\$74,452	\$19,791	34,372	15,010	\$2.17	\$1.32
Commodities	\$6,900	0.03%	Population and Jobs	100%	\$5,451	\$1,449	34,372	15,010	\$0.16	\$0.10
Capital Outlay	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
PW-Streets Maintenance	\$1,365,578	5.43%								
Personnel Services	\$656,515	2.61%	Vehicle Trips	100%	\$404,271	\$252,244	66,516	41,502	\$6.08	\$6.08
Contractual Services	\$692,213	2.75%	Vehicle Trips	100%	\$426,254	\$265,959	66,516	41,502	\$6.41	\$6.41
Commodities	\$16,850	0.07%	Vehicle Trips	100%	\$10,376	\$6,474	66,516	41,502	\$0.16	\$0.16
Capital Outlay	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
PW-Facilities Maintenance	\$825,541	3.28%								
Personnel Services	\$485,700	1.93%	Population and Jobs	100%	\$383,703	\$101,997	34,372	15,010	\$11.16	\$6.80
Contractual Services	\$308,441	1.23%	Population and Jobs	100%	\$243,668	\$64,773	34,372	15,010	\$7.09	\$4.32
Commodities	\$21,400	0.09%	Population and Jobs	100%	\$16,906	\$4,494	34,372	15,010	\$0.49	\$0.30
Capital Outlay	\$10,000	0.04%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A

Fiscal Impact of Property Owned by Washington University
City of University City, Missouri

Expenditure Category	FY 2020 Amount	Percent of Total	Allocation Methodology	Adj. Factor	Residential Share	Nonres. Share	Residential Divisor	Nonres. Divisor	Residential Cost Factor	Nonres. Cost Factor
Planning & Development	\$1,529,517	6.08%								
Personnel Services	\$1,335,823	5.31%	Population and Jobs	100%	\$1,055,300	\$280,523	34,372	15,010	\$30.70	\$18.69
Contractual Services	\$182,944	0.73%	Population and Jobs	100%	\$144,526	\$38,418	34,372	15,010	\$4.20	\$2.56
Commodities	\$10,750	0.04%	Population and Jobs	100%	\$8,493	\$2,258	34,372	15,010	\$0.25	\$0.15
Capital Outlay	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Parks Maintenance & Forestry	\$1,468,000	5.83%								
Personnel Services	\$957,150	3.80%	Population	100%	\$957,150	N/A	34,372	N/A	\$27.85	N/A
Contractual Services	\$422,000	1.68%	Population	100%	\$422,000	N/A	34,372	N/A	\$12.28	N/A
Commodities	\$67,850	0.27%	Population	100%	\$67,850	N/A	34,372	N/A	\$1.97	N/A
Capital Outlay	\$21,000	0.08%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Recreation	\$164,581	0.65%								
Personnel Services	\$93,681	0.37%	Population	100%	\$93,681	N/A	34,372	N/A	\$2.73	N/A
Contractual Services	\$65,750	0.26%	Population	100%	\$65,750	N/A	34,372	N/A	\$1.91	N/A
Commodities	\$5,150	0.02%	Population	100%	\$5,150	N/A	34,372	N/A	\$0.15	N/A
Capital Outlay	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Aquatics Programs	\$385,304	1.53%								
Personnel Services	\$263,260	1.05%	Population	100%	\$263,260	N/A	34,372	N/A	\$7.66	N/A
Contractual Services	\$73,544	0.29%	Population	100%	\$73,544	N/A	34,372	N/A	\$2.14	N/A
Commodities	\$48,500	0.19%	Population	100%	\$48,500	N/A	34,372	N/A	\$1.41	N/A
Capital Outlay	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Centennial Commons Rec Center	\$805,502	3.20%								
Personnel Services	\$433,000	1.72%	Population	100%	\$433,000	N/A	34,372	N/A	\$12.60	N/A
Contractual Services	\$287,902	1.14%	Population	100%	\$287,902	N/A	34,372	N/A	\$8.38	N/A
Commodities	\$44,550	0.18%	Population	100%	\$44,550	N/A	34,372	N/A	\$1.30	N/A
Capital Outlay	\$40,050	0.16%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Debt Service and Contingency	\$5,200	0.02%								
Expense	\$1,000	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Interest	\$4,200	0.02%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Transfers	\$0	0.00%								
Personnel Services		0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Contractual Services		0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Capital Outlay		0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL	\$25,171,452	100.00%								

Source: City of University City FY 2020 Budget

For General Fund expenditures allocated to “Population,” costs are allocated 100 percent to residential development and derived based on household size by type of unit. For other services that are allocated to “Population and Jobs,” we use the proportionate share analysis mentioned above to allocate costs to residential and nonresidential development. Figure 43 indicates that 79 percent of demand is from residential development and 21 percent from nonresidential.

Custom Operating Expenditures

Police

To allocate **Police** costs to different land uses, TischlerBise obtained incident offense report data for 2019. The Police Department was able to separate incident offense data separate calls into two categories: total crime incidents and incidents from properties owned by Washington University. This data is used to identify the number of incidents to the land uses in the analysis. Calls from the Washington University properties totals 13 percent of 2019 calls for the University City Police Department. Incidents at properties owned by Washington University accounted for 13% of total calls. Therefore, 13% of the Police Department budget (\$1,132,584) can be attributed as the cost to serve the University-owned properties.

Since police incidents occur at both residential and nonresidential properties owned by the University, functional population is used to determine residential and nonresidential proportionate share factors, which are 79% for residential development and 21% for nonresidential development. Therefore, of the \$1,132,584 Police costs attributed to University-owned properties, \$894,741 can be attributed to residential development and \$237,842 can be attributed to nonresidential development.

Figure 12. University City Police Department Incident Offense Data and Proportionate Share

<i>Land Use</i>	<i>Calls [1]</i>	
Total Crime Incidents	1,220	100%
Washington University Properties	153	13%
Police Department Budget		\$9,031,062
Percentage Attributable to Washington University Properties		\$1,132,584
	<i>% [2]</i>	<i>% of Budget</i>
Residential Proportionate Share	79%	\$894,741.36
Nonresidential Proportionate Share	21%	\$237,842.64
		\$1,132,584.00

[1] University City Police Department. Based on an analysis of calls.

[2] Computed by TischlerBise with U.S. Census data and OnTheMap Application.

Residential costs were allocated based on the percentage of units to total units. For example, 1% of the total residential units are classified as single family units. Therefore, 1% of the residential proportionate share of the budget (\$7,943) is attributed to residential units. For nonresidential land uses owned by the University, average day vehicle trips are used to allocate costs. Vehicle trips are a better reflection of demand for Police services. Trip rates are highest for retail development and lowest for industrial/warehouse development. Office/institutional trip rates fall between the other two categories. This ranking of trip rates is consistent with the relative demand for Police services.

Figure 13. Police Cost Factors

	Population	%	Cost Factor
Single Family	14	1%	\$7,943.52
Multifamily	1473	94%	\$840,574.79
Institutional	81	5%	\$46,223.05
Total	1568	100%	\$894,741.36

	Avg Day Vehicle Trips	%	Cost Factor
Retail	692	46%	\$110,502.34
Office	75	5%	\$11,901.68
Institutional	633	43%	\$101,146.19
Industrial	89	6%	\$14,292.43
Total	1,489	100%	\$237,842.64

Fire

For **Fire**, TischlerBise worked with the Fire Department to identify calls to University-owned property. Unfortunately, the Fire Department is only able to track calls in this manner beginning in 2020, so only a two month sample was available. TischlerBise used this data to project a full year of calls to use as a proxy in this analysis. This methodology indicates calls to University-owned properties account for 3% of total calls for the University City Police Department. Therefore, 3% of the Fire Department budget (\$161,482) can be attributed as the cost to serve the University-owned properties.

Figure 14. University City Fire Department Incident Offense Data and Proportionate Share Factors

<i>Land Use</i>	Calls [1]	
Total Calls for Service	4,020	100%
Washington University Properties	132	3%
Fire Department Budget		\$4,917,849
Percentage Attributable to Washington University Properties		\$161,482
	% [2]	% of Budget
Residential Proportionate Share	79%	\$127,570.47
Nonresidential Proportionate Share	21%	\$33,911.14
		<u>\$161,481.61</u>

[1] University City Fire Department. Based on an analysis of calls for January/February 2020, prorated for a full year.

[2] Computed by TischlerBise with U.S. Census data and OnTheMap Application.

Residential costs were allocated based on the percentage of units to total units. For example, 1% of the total residential units are classified as single family units. Therefore, 1% of the residential proportionate share of the budget (\$1,132) is attributed to residential units. For nonresidential land uses owned by the University, employment is used to allocate costs.

Figure 15. Fire Cost Factors

	Population	%	Cost Factor
Single Family	14	1%	\$1,132.57
Multifamily	1473	94%	\$119,847.51
Institutional	81	5%	\$6,590.39
Total	1568	100%	\$127,570.47

	Employment	%	Cost Factor
Retail	194	48%	\$16,284.06
Office	78	19%	\$6,547.20
Institutional	123	30%	\$10,324.43
Industrial	9	2%	\$755.45
Total	404	100%	\$33,911.14

Public Safety Sales Tax Fund

To allocate **Public Safety Sales Tax Fund** costs to different land uses, TischlerBise utilized the same incidence report data used for the General Fund costs for Police since an examination of expenditures for this Fund indicate that the majority are Police-related. Using this methodology results in 13% of the Public Safety Sales Tax Fund budget (\$210,651) attributable as the cost to serve the University-owned properties.

Figure 16. Public Safety Sales Tax Fund Incident Offense Data and Proportionate Share Factors

<i>Land Use</i>	Calls [1]	
Total Crime Incidents	1,220	100%
Washington University Properties	153	13%
Public Safety Sales Tax Transfer Out		\$1,679,700
Percentage Attributable to Washington University Properties		\$210,651
	% [2]	% of Budget
Residential Proportionate Share	79%	\$166,414.21
Nonresidential Proportionate Share	21%	\$44,236.69
		\$210,650.90

[1] University City Police Department. Based on an analysis of calls.

[2] Computed by TischlerBise with U.S. Census data and OnTheMap Application.

Residential costs were allocated based on the percentage of units to total units. For example, 1% of the total residential units are classified as single family units. Therefore, 1% of the residential proportionate share of the budget (\$1,477) is attributed to residential units. For nonresidential land uses owned by the University, average day vehicle trips are used to allocate costs. Vehicle trips are a better reflection of demand for Police services. Trip rates are highest for retail development and lowest for industrial/warehouse development. Office/institutional trip rates fall between the other two categories. This ranking of trip rates is consistent with the relative demand for Police services.

Figure 17. Public Safety Sales Tax Fund Cost Factors

	Population	%	Cost Factor
Single Family	14	1%	\$1,477
Multifamily	1473	94%	\$156,340
Institutional	81	5%	\$8,597
Total	1568	100%	\$166,414

	Avg Day Vehicle Trips	%	Cost Factor
Retail	692	46%	\$20,552.49
Office	75	5%	\$2,213.61
Institutional	633	43%	\$18,812.32
Industrial	89	6%	\$2,658.27
Total	1,489	100%	\$44,236.69

EXPENDITURE FACTORS—SPECIAL REVENUE FUND

The following series of figures details the expenditure allocation methodologies used for each of University City's Special Revenue Fund expenditures. Custom allocation analyses—and those where two or more factors are identified—are described at the end of this section.

Figure 18. Special Revenue Fund Expenditure Allocation Methodologies

Public Safety Sales Tax Fund Operating Expenditures and Fiscal Factors
University-Owned Property in University City

Expenditure Category	FY 2020 Amount	Percent of Total	Allocation Methodology	Adj. Factor	Residential Share	Nonres. Share	Residential Divisor	Nonres. Divisor	Residential Cost Factor	Nonres. Cost Factor
Public Safety Sales Tax Fund	\$2,363,770	100.00%								
Personnel Services	\$68,070	100.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Contractual Services	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Transfer Out	\$1,679,700	100.00%	Custom	100%	N/A	N/A	N/A	N/A	Go To Custom Table	Go To Custom Table
Capital Improvement	\$616,000	100.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A

Capital Improvement Sales Tax Fund Operating Expenditures and Fiscal Factors
University-Owned Property in University City

Expenditure Category	FY 2020 Amount	Percent of Total	Allocation Methodology	Adj. Factor	Residential Share	Nonres. Share	Residential Divisor	Nonres. Divisor	Residential Cost Factor	Nonres. Cost Factor
Capital Improvement Sales Tax Fund	\$3,076,828	100.00%								
Personnel Services	\$304,305	100.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Contractual Services	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Commodities	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Capital Outlay	\$2,047,250	100.00%	Population and Jobs	100%	\$1,617,328	\$429,923	34,372	15,010	\$47.05	\$28.64
Other	\$725,273	100.00%	Population and Jobs	100%	\$572,966	\$152,307	34,372	15,010	\$16.67	\$10.15
Transfer Out	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A

Park and Storm Water Sales Tax Fund Operating Expenditures and Fiscal Factors
University-Owned Property in University City

Expenditure Category	FY 2020 Amount	Percent of Total	Allocation Methodology	Adj. Factor	Residential Share	Nonres. Share	Residential Divisor	Nonres. Divisor	Residential Cost Factor	Nonres. Cost Factor
Park and Storm Water Sales Tax Fund	\$1,192,985	100.00%								
Personnel Services	\$291,873	100.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Contractual Services	\$10,300	100.00%	Population	100%	\$10,300	N/A	34,372	N/A	\$0.30	N/A
Capital Outlay	\$459,000	100.00%	Population	100%	\$459,000	N/A	34,372	N/A	\$13.35	N/A
Other	\$390,532	100.00%	Population	100%	\$390,532	N/A	34,372	N/A	\$11.36	N/A
Transfer Out	\$41,280	100.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A

For Special Revenue Fund expenditures allocated to “Population,” costs are allocated 100 percent to residential development and derived based on household size by type of unit. For other services that are allocated to “Population and Jobs,” we use the proportionate share analysis mentioned above to allocate costs to residential and nonresidential development. Figure 43 indicates that 79 percent of demand is from residential development and 21 percent from nonresidential.

Capital Expenditures

TischlerBise evaluated existing debt for capital improvements as well as tax-supported funds for capital improvements. Because this fiscal analysis documents current conditions and the impact of existing land uses on expenditures, existing debt service is used to capture capital cost impacts. The rationale is as follows:

- University City’s existing debt covers a range of infrastructure categories provided by the city.
 - General Government – Facilities Improvements and Energy Efficiency Master Plan
 - Streets Construction – Road Improvements and Construction
 - Police – Police Equipment Upgrades and Police Vehicle Purchasing
 - Fire – Ambulance Purchase
 - Parks – Equipment Replacement and Improvements
 - Miscellaneous Improvement

For capital expenditures allocated to “Population and Jobs,” we use the proportionate share analysis mentioned previously to allocate costs to residential and nonresidential development—79 percent to residential development and 21 percent to nonresidential.

TischlerBise also recognizes that both the Special Revenue Fund and the Tax Supported Capital Improvement Fund has the potential to be double counted and we take the conservative approach when including both Figure 20 and 21 to show these cost allocations.

Figure 19. Capital Expenditures Allocation Methodology

Expenditure Category	FY 2020 Amount	Percent of Total	Allocation Methodology	Adj. Factor	Residential Share	Nonres. Share	Residential Divisor	Nonres. Divisor	Residential Cost Factor	Nonres. Cost Factor
Tax-Supported Capital Improvement	\$3,122,250	100.00%								
General Government	\$530,000	100.00%	Population and Jobs	100%	\$418,700	\$111,300	34,372	15,010	\$12.18	\$7.42
Streets	\$1,152,250	100.00%	Vehicle Trips	100%	\$709,537	\$442,713	66,516	41,502	\$10.67	\$10.67
Police	\$366,000	100.00%	Custom	100%	N/A	N/A	N/A	N/A	Go To Custom Table	Go To Custom Table
Fire	\$250,000	100.00%	Custom	100%	N/A	N/A	N/A	N/A	Go To Custom Table	Go To Custom Table
Parks	\$459,000	100.00%	Population	100%	\$459,000	N/A	34,372	N/A	\$13.35	N/A
Miscellaneous	\$365,000	100.00%	Population and Jobs	100%	\$288,350	\$76,650	34,372	15,010	\$8.39	\$5.11

Custom Capital Expenditures

Police

To allocate **Police** capital expenditures to different land uses, TischlerBise obtained incident offense report data for 2019. The Police Department was able to separate incident offense data separate calls into two categories: total crime incidents and incidents from properties owned by Washington University. This data is used to identify the number of incidents to the land uses in the analysis. Calls from the Washington University properties totals 13 percent of 2019 calls for the University City Police Department. Incidents at properties owned by Washington University accounted for 13% of total calls. Therefore, 13% of the Police capital expenditures (\$45,900) can be attributed as the cost to serve the University-owned properties.

Since police incidents occur at both residential and nonresidential properties owned by the University, functional population is used to determine residential and nonresidential proportionate share factors, which are 79% for residential development and 21% for nonresidential development. Therefore, of the \$45,900 Police capital expenditures attributed to University-owned properties, \$36,261 can be attributed to residential development and \$9,639 can be attributed to nonresidential development.

Figure 20. University City Police Department Incident Offense Data and Proportionate Share Factors

POLICE CAPITAL IMPROVEMENT FUND EXPENDITURES COST ALLOCATION METHODOLOGY

Land Use	Calls [1]	
Total Crime Incidents	1,220	100%
Washington University Properties	153	13%
Police Capital Improvement Fund Expenditure		\$366,000
Percentage Attributable to Washington University Properties		\$45,900
	% [2]	% of Budget
Residential Proportionate Share	79%	\$36,261.00
Nonresidential Proportionate Share	21%	\$9,639.00
		<u>\$45,900.00</u>

[1] University City Police Department. Based on an analysis of calls.

[2] Computed by TischlerBise with U.S. Census data and OnTheMap Application.

Residential costs were allocated based on the percentage of units to total units. For example, 1% of the total residential units are classified as single family units. Therefore, 1% of the residential proportionate share of the budget (\$322) is attributed to residential units. For nonresidential land uses owned by the University, average day vehicle trips are used to allocate costs. Vehicle trips are a better reflection of demand for Police services. Trip rates are highest for retail development and lowest for industrial/warehouse development. Office/institutional trip rates fall between the other two categories. This ranking of trip rates is consistent with the relative demand for Police services.

Figure 21. Police Capital Cost Factors

	Population	%	Cost Factor
Single Family	14	1%	\$322
Multifamily	1473	94%	\$34,066
Institutional	81	5%	\$1,873
Total	1568	100%	\$36,261

	Avg Day Vehicle Trips	%	Cost Factor
Retail	692	46%	\$4,478.31
Office	75	5%	\$482.34
Institutional	633	43%	\$4,099.13
Industrial	89	6%	\$579.23
Total	1,489	100%	\$9,639.00

Fire

For **Fire**, TischlerBise worked with the Fire Department to identify calls to University-owned property. Unfortunately, the Fire Department is only able to track calls in this manner beginning in 2020, so only a two month sample was available. TischlerBise used this data to project a full year of calls to use as a proxy in this analysis. This methodology indicates calls to University-owned properties account for 3% of total calls for the University City Police Department. Therefore, 3% of the Fire capital expenditures (\$8,209) can be attributed as the cost to serve the University-owned properties.

Figure 22. University City Fire Department Incident Offense Data and Proportionate Share Factors

FIRE CAPITAL IMPROVEMENT FUND EXPENDITURE COST ALLOCATION METHODOLOGY

Land Use	Calls [1]	
Total Calls for Service	4,020	100%
Washington University Properties	132	3%
Police Capital Improvement Fund Expenditure		\$250,000
Percentage Attributable to Washington University Properties		\$8,209
	% [2]	% of Budget
Residential Proportionate Share	79%	\$6,485.07
Nonresidential Proportionate Share	21%	\$1,723.88
		<u>\$8,208.96</u>

[1] University City Fire Department. Based on an analysis of calls for January/February 2020, prorated for a full year.

[2] Computed by TischlerBise with U.S. Census data and OnTheMap Application.

Residential costs were allocated based on the percentage of units to total units. For example, 1% of the total residential units are classified as single family units. Therefore, 1% of the residential proportionate share of the budget (\$57.57) is attributed to residential units. For nonresidential land uses owned by the University, employment is used to allocate costs.

Figure 23. Fire Capital Cost Factors

	Population	%	Cost Factor
Single Family	14	1%	\$57.57
Multifamily	1473	94%	\$6,092.48
Institutional	81	5%	\$335.02
Total	1568	100%	\$6,485.07

	Employment	%	Cost Factor
Retail	194	48%	\$827.80
Office	78	19%	\$332.83
Institutional	123	30%	\$524.84
Industrial	9	2%	\$38.40
Total	404	100%	\$1,723.88

EXPENDITURE FACTORS—DEBT SERVICE FUND

Since all expenditures in the Debt Service Fund are funded through a transfer from the Special Revenue Fund, all expenditures are fixed.

Figure 24. Expenditure Allocation Methodologies

Expenditure Category	FY 2020 Amount	Percent of Total	Allocation Methodology	Adj. Factor	Residential Share	Nonres. Share	Residential Divisor	Nonres. Divisor	Residential Cost Factor	Nonres. Cost Factor
Debt Services (Capital Improvement Sales Tax Fund)	\$725,273	100.00%								
Expense	\$0	0.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Principal	\$711,750	100.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A
Interest	\$13,523	100.00%	Fixed	100%	N/A	N/A	N/A	N/A	N/A	N/A

EXPENDITURE SUMMARY

General Fund

General Fund expenditures are shown below. Multifamily properties owned by the University generate the greatest General Fund expenditures at \$1,235,294 annually. This is followed by multifamily units on properties classified as Institutional uses, which generate annual General Fund expenditures of \$67,929, followed by single family properties at \$11,872 annually. Police and Fire expenditures account for the greatest expenditures for the residential properties, followed by Public Works, and Parks.

For the nonresidential land uses owned by the University, retail properties generate the greatest annual General Fund expenditures at \$152,646. This is followed by institutional uses at \$130,326 annually. Office properties generate annual expenditures of \$26,272. Industrial properties generate annual General Fund expenditures of \$16,973. Police and Fire expenditures account for the greatest expenditures for the nonresidential properties, followed by Public Works.

Figure 25. Expenditure Generation by University-Owned Properties: General Fund

Expenditure	RESIDENTIAL PROPERTIES			NONRESIDENTIAL PROPERTIES			
	Single Family	Multifamily	Institutional	Retail	Office	Industrial	Institutional
City Council	\$33.69	\$3,565.12	\$196.05	\$285.82	\$114.92	\$13.26	\$181.21
City Manager	\$198.31	\$20,985.13	\$1,153.97	\$1,682.39	\$676.43	\$78.05	\$1,066.67
Communications	\$82.77	\$8,759.01	\$481.66	\$702.22	\$282.33	\$32.58	\$445.22
Information Technology	\$171.79	\$18,178.20	\$999.62	\$1,457.36	\$585.95	\$67.61	\$923.99
Economic Development	\$0.00	\$0.00	\$0.00	\$1,741.50	\$700.19	\$80.79	\$1,104.15
Human Resources	\$100.49	\$10,633.23	\$584.72	\$852.47	\$342.75	\$39.55	\$540.49
Finance	\$223.24	\$23,623.12	\$1,299.03	\$1,893.88	\$761.46	\$87.86	\$1,200.76
Police	\$7,943.52	\$840,574.79	\$46,223.05	\$110,502.34	\$11,901.68	\$14,292.43	\$101,146.19
Fire	\$1,132.57	\$119,847.51	\$6,590.39	\$16,284.06	\$6,547.20	\$755.45	\$10,324.43
Municipal Court	\$111.57	\$11,805.98	\$649.21	\$946.49	\$380.55	\$43.91	\$600.10
PW-Administration and Engineering	\$139.85	\$14,799.28	\$813.81	\$1,186.47	\$477.03	\$55.04	\$752.24
PW-Streets Maintenance	\$358.03	\$16,883.84	\$928.44	\$8,745.90	\$941.98	\$1,131.20	\$8,005.39
PW-Facilities Maintenance	\$260.92	\$27,610.28	\$1,518.28	\$2,213.53	\$889.98	\$102.69	\$1,403.43
Planning & Development	\$489.35	\$51,782.06	\$2,847.49	\$4,151.40	\$1,669.12	\$192.59	\$2,632.07
Parks Maintenance & Forestry	\$586.01	\$62,010.68	\$3,409.96	\$0.00	\$0.00	\$0.00	\$0.00
Recreation	\$40.02	\$4,235.37	\$232.90	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service and Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$11,872	\$1,235,294	\$67,929	\$152,646	\$26,272	\$16,973	\$130,326

Special Revenue Funds

Special Revenue Fund expenditures are shown below. Multifamily properties owned by the University generate the greatest Special Revenue Fund expenditures at \$287,052 annually. This is followed by multifamily units on properties classified as Institutional uses, which generate annual Special Revenue Fund expenditures of \$15,785, followed by single family properties at \$2,713 annually. Public Safety Sales Tax Fund expenditures account for the greatest expenditures for the residential properties, followed the Capital Improvement Sales Tax Fund and Parks and Stormwater Fund.

For the nonresidential land uses owned by the University, retail properties generate the greatest annual Special Revenue Fund expenditures at \$28,078. This is followed by institutional uses at \$23,583 annually. Office properties generate annual Special Revenue Fund expenditures of \$5,239. Industrial properties generate annual Special Revenue Fund expenditures of \$3,007. Capital Improvement Fund expenditures account for the greatest expenditures for the nonresidential properties, followed Public Safety. Because the Parks and Stormwater Fund provides park-related activities, there are no nonresidential expenditures generated.

Figure 26. Expenditure Generation by University-Owned Properties: Special Revenue Funds

Summary of Special Revenue Fund Expenditures
University-Owned Property in University City

Fund	RESIDENTIAL PROPERTIES			NONRESIDENTIAL PROPERTIES			
	Single Family	Multifamily	Institutional	Retail	Office	Industrial	Institutional
Public Safety Sales Tax Fund	\$1,477	\$156,340	\$8,597	\$20,552	\$2,214	\$2,658	\$18,812
Capital Improvement Sales Tax Fund	\$887	\$93,864	\$5,162	\$7,525	\$3,026	\$349	\$4,771
Park and Stormwater Sales Tax Fund	\$348	\$36,848	\$2,026	\$0	\$0	\$0	\$0
TOTAL	\$2,713	\$287,052	\$15,785	\$28,078	\$5,239	\$3,007	\$23,583

FISCAL IMPACT FINDINGS

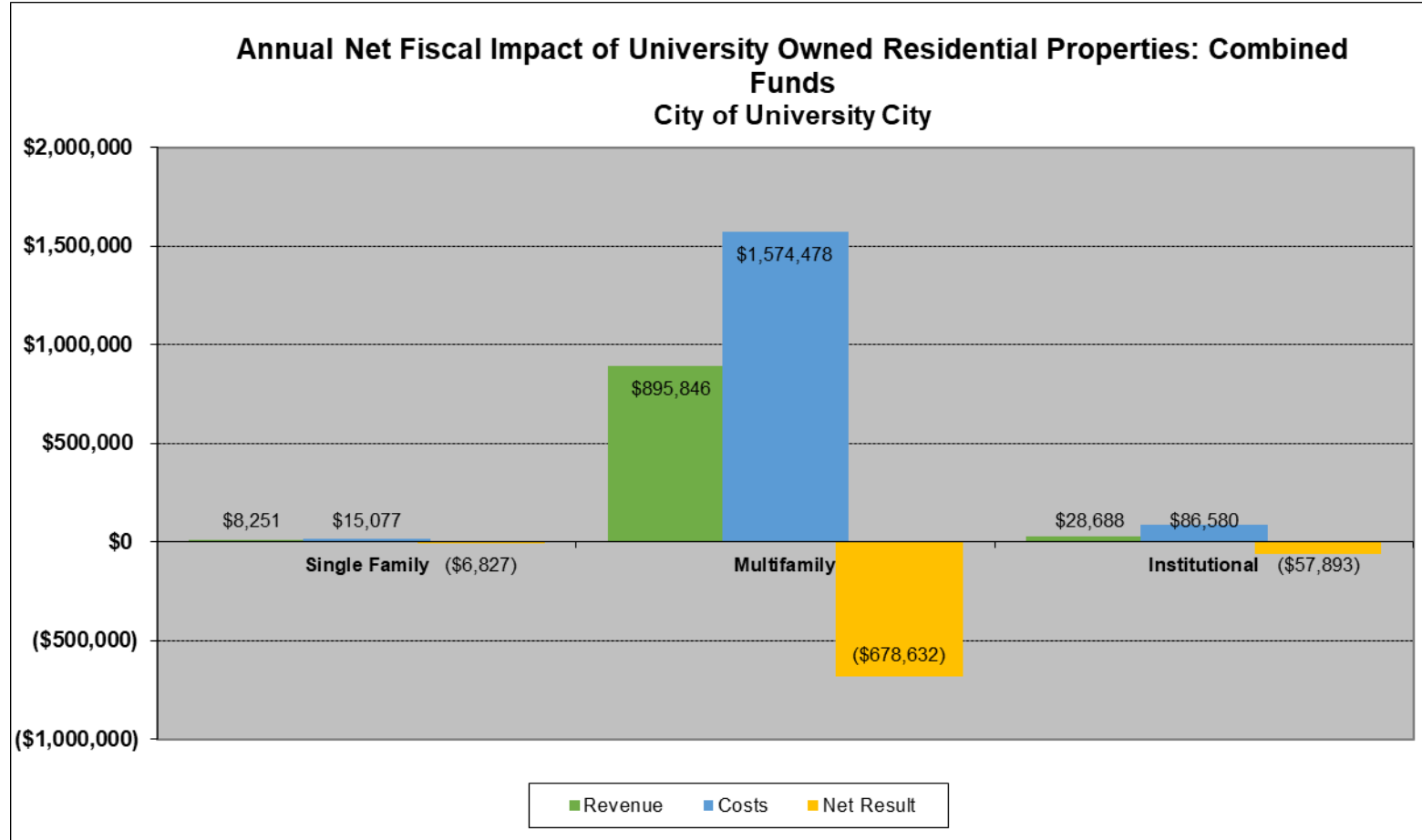
Based on the allocation of costs and revenues discussed in the Sections above, TischlerBise developed the fiscal impact model for this assignment to determine the fiscal impact of properties owned by Washington University on the City of University City.

Combined Funds

All three of the **residential** land use types owned by the University generate annual net deficits to the City, meaning sufficient revenues are not generated to offset the costs associated with providing services and facilities. The total combined net deficit for all three property types is \$743,351. We have noted previously that University-owned properties are not subject to City property tax. If the University-owned residential properties were subject to property tax, none of the land uses would generate sufficient revenue to offset annual expenditures.

Figure 27. Annual Net Fiscal Impact Results for University-Owned Residential Properties: Combined Funds

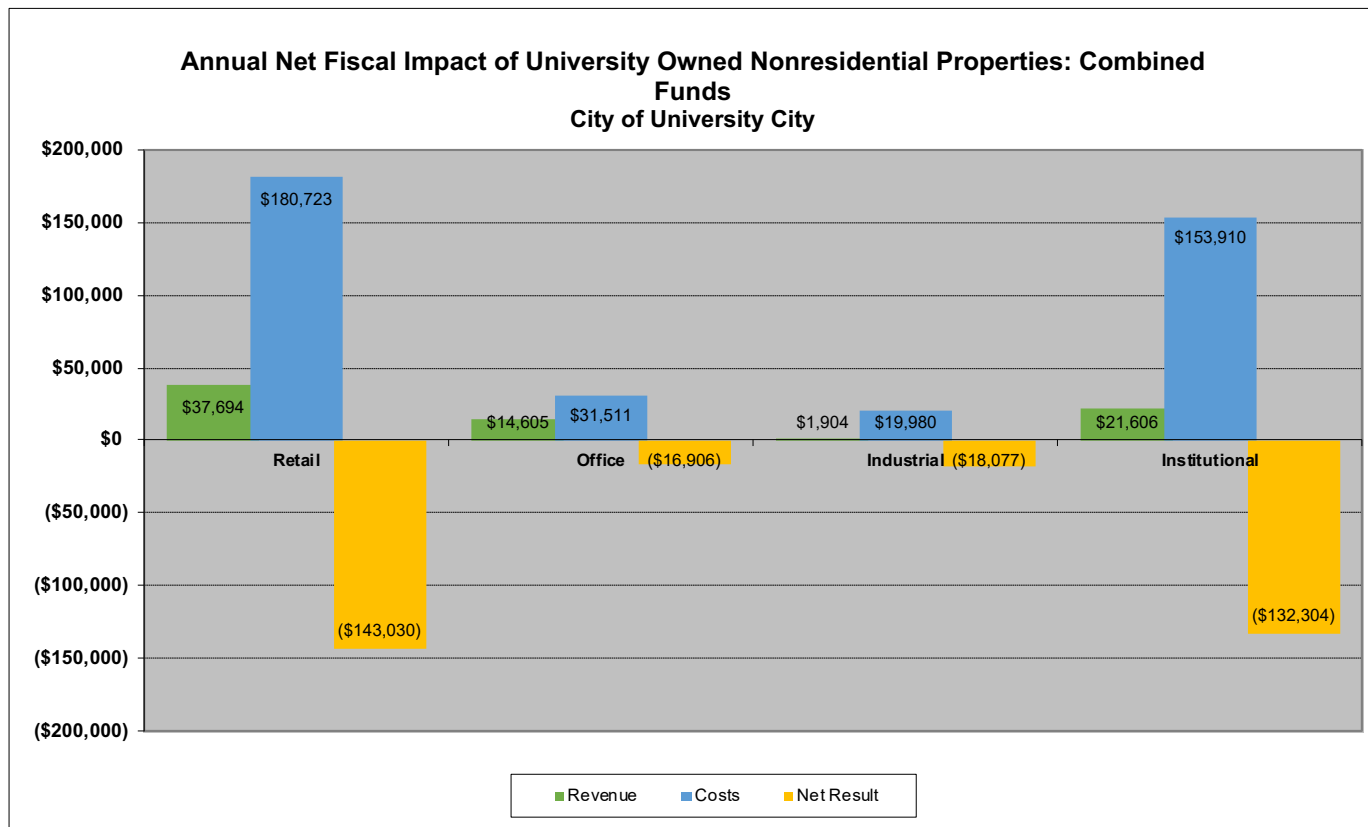
	RESIDENTIAL PROPERTIES			
	Single Family	Multifamily	Institutional	TOTAL
Revenue	\$8,251	\$895,846	\$28,688	\$932,785
Costs	\$15,077	\$1,574,478	\$86,580	\$1,676,136
Net Result	(\$6,827)	(\$678,632)	(\$57,893)	(\$743,351)



All four of the **nonresidential** land use types owned by the University also generate annual net deficits to the City. Similar to the residential uses, the University-owned nonresidential properties are not subject to City property tax. The total combined net deficit for all four nonresidential property types is \$310,316. If these properties were subject to property tax, annual net deficits would be generated for all uses with the exception of Institutional properties owned by the University.

Figure 28. Annual Net Fiscal Impact Results for University-Owned Nonresidential Properties: Combined Funds

	NONRESIDENTIAL PROPERTIES				
	Retail	Office	Industrial	Institutional	TOTAL
Revenue	\$37,694	\$14,605	\$1,904	\$21,606	\$75,809
Costs	\$180,723	\$31,511	\$19,980	\$153,910	\$386,124
Net Result	(\$143,030)	(\$16,906)	(\$18,077)	(\$132,304)	(\$310,316)

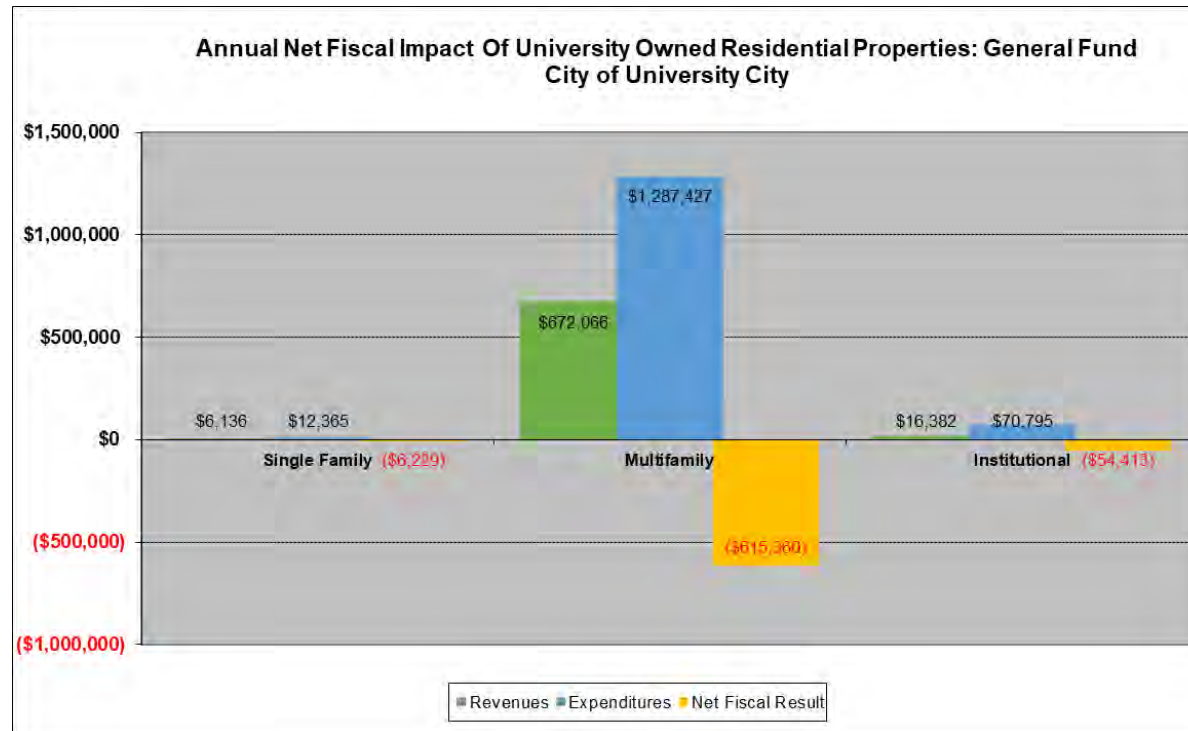


General Fund

The largest annual net deficits are generated in the General Fund, where University-owned residential properties generate a combined annual net deficit of \$676,002. Multifamily properties generate the largest deficit at \$615,360 annually.

Figure 29. Annual Net Fiscal Impact Results for University-Owned Residential Properties: General Fund

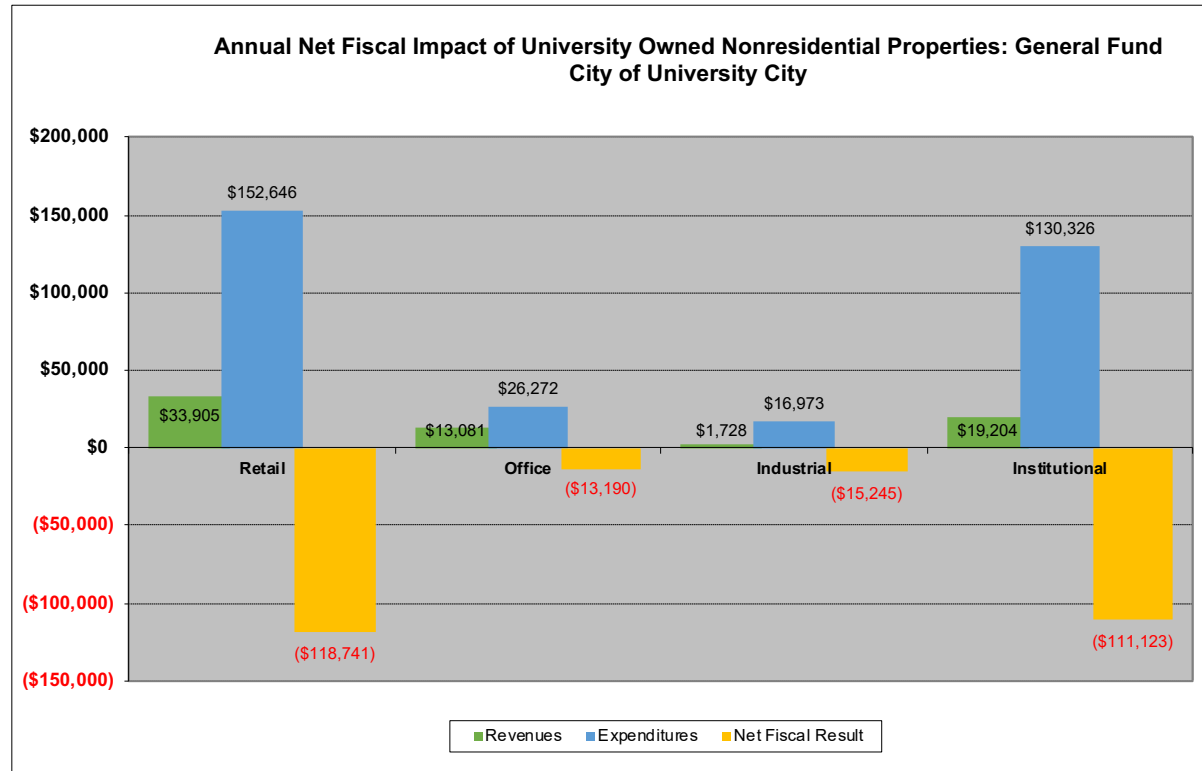
	RESIDENTIAL PROPERTIES			TOTAL
	Single Family	Multifamily	Institutional	
<i>General Fund</i>				
Revenues	\$6,136	\$672,066	\$16,382	\$694,584
Expenditures	\$12,365	\$1,287,427	\$70,795	\$1,370,587
Net Fiscal Result	(\$6,229)	(\$615,360)	(\$54,413)	(\$676,002)



All University-owned **nonresidential** land uses generate an annual net deficit to the General Fund. The total nonresidential annual net deficit is \$258,299. The largest deficits are generated by the retail and institutional uses.

Figure 30. Annual Net Fiscal Impact Results for University-Owned Nonresidential Properties: General Fund

	NONRESIDENTIAL PROPERTIES				TOTAL
	Retail	Office	Industrial	Institutional	
<i>General Fund</i>					
Revenues	\$33,905	\$13,081	\$1,728	\$19,204	\$67,918
Expenditures	\$152,646	\$26,272	\$16,973	\$130,326	\$326,217
Net Fiscal Result	(\$118,741)	(\$13,190)	(\$15,245)	(\$111,123)	(\$258,299)

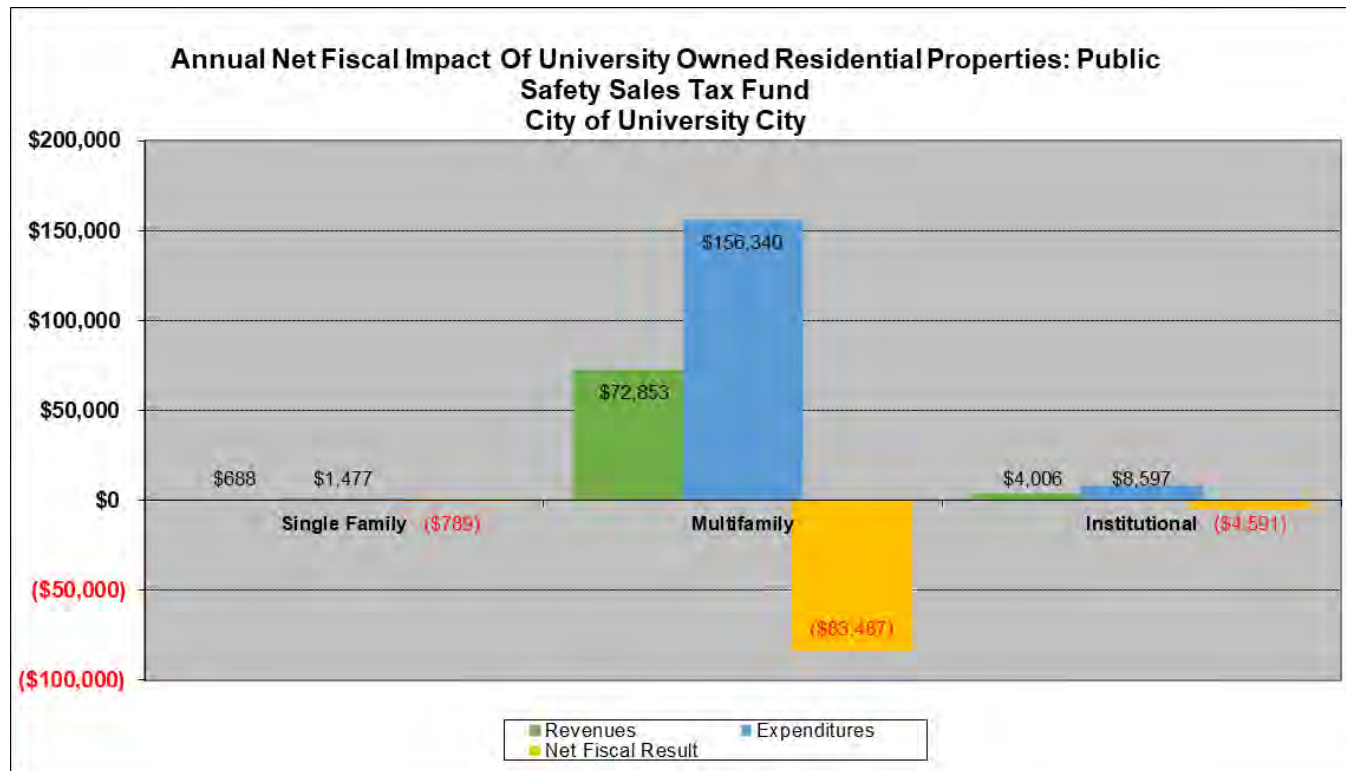


Public Safety Sales Tax Fund

Annual net deficits from University-owned residential properties for the Public Safety Sales Tax Fund total \$88,867. Multifamily properties generate the largest deficit at \$83,487 annually.

Figure 31. Annual Net Fiscal Impact Results for University-Owned Residential Properties: Public Safety Sales Tax Fund

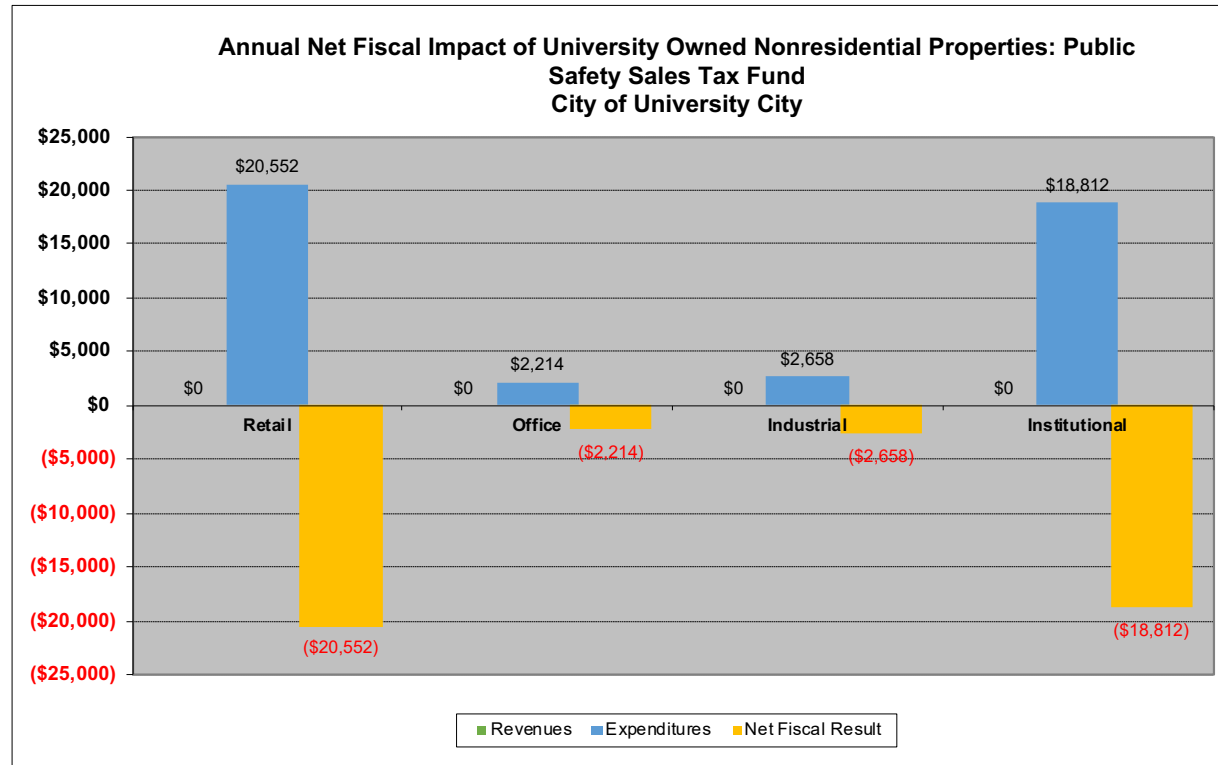
	RESIDENTIAL PROPERTIES			TOTAL
	Single Family	Multifamily	Institutional	
<i>Public Safety Sales Tax Fund</i>				
Revenues	\$688	\$72,853	\$4,006	\$77,548
Expenditures	\$1,477	\$156,340	\$8,597	\$166,414
Net Fiscal Result	(\$789)	(\$83,487)	(\$4,591)	(\$88,867)



All University-owned **nonresidential** land uses generate an annual net deficit to the Public Safety Tax Fund. The total nonresidential Public Safety Sales Tax Fund annual net deficit is \$44,237. The largest deficits are generated by retail and institutional uses.

Figure 32. Annual Net Fiscal Impact Results for University-Owned Nonresidential Properties: Public Safety Sales Tax Fund

	NONRESIDENTIAL PROPERTIES				TOTAL
	Retail	Office	Industrial	Institutional	
<i>Public Safety Sales Tax Fund</i>					
Revenues	\$0	\$0	\$0	\$0	\$0
Expenditures	\$20,552	\$2,214	\$2,658	\$18,812	\$44,237
Net Fiscal Result	(\$20,552)	(\$2,214)	(\$2,658)	(\$18,812)	(\$44,237)

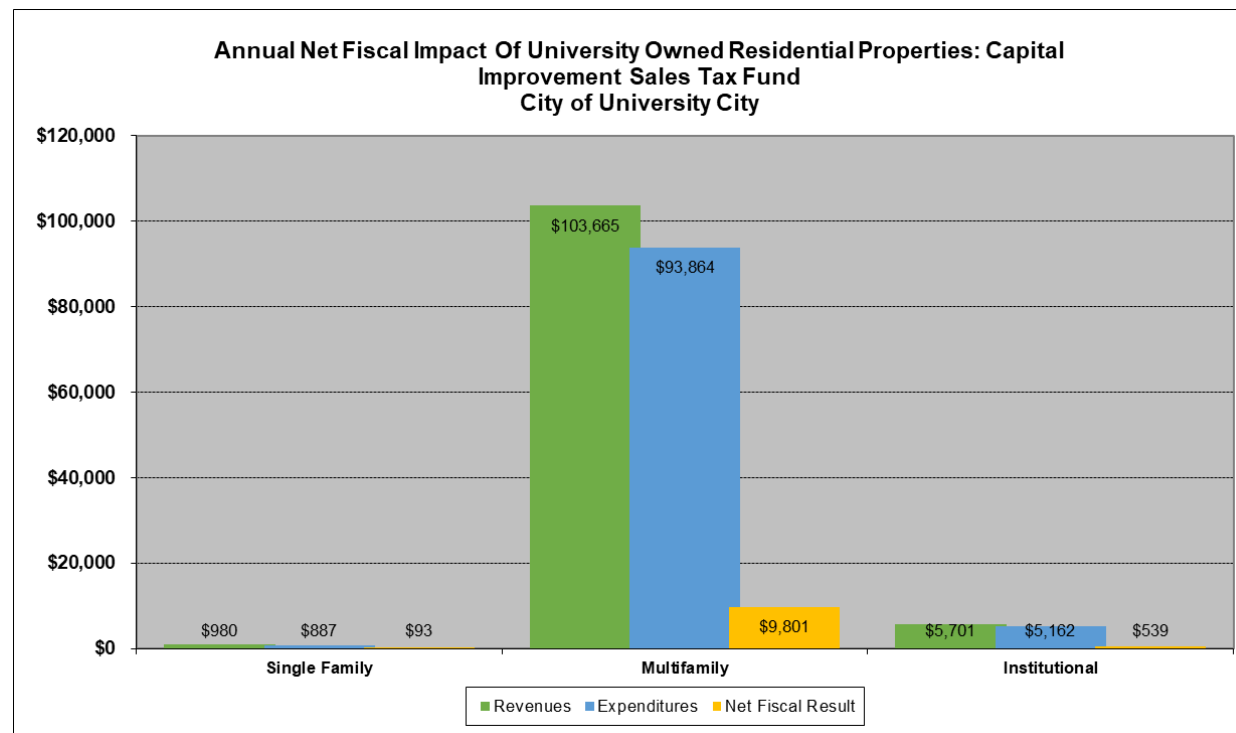


Capital Improvement Sales Tax Fund

University-owned residential properties generate an annual net surplus of \$10,433 to the Capital Improvement Sales Tax Fund. Multifamily properties generate the largest surplus at \$9,801 annually.

Figure 33. Annual Net Fiscal Impact Results for University-Owned Residential Properties: Capital Improvement Sales Tax Fund

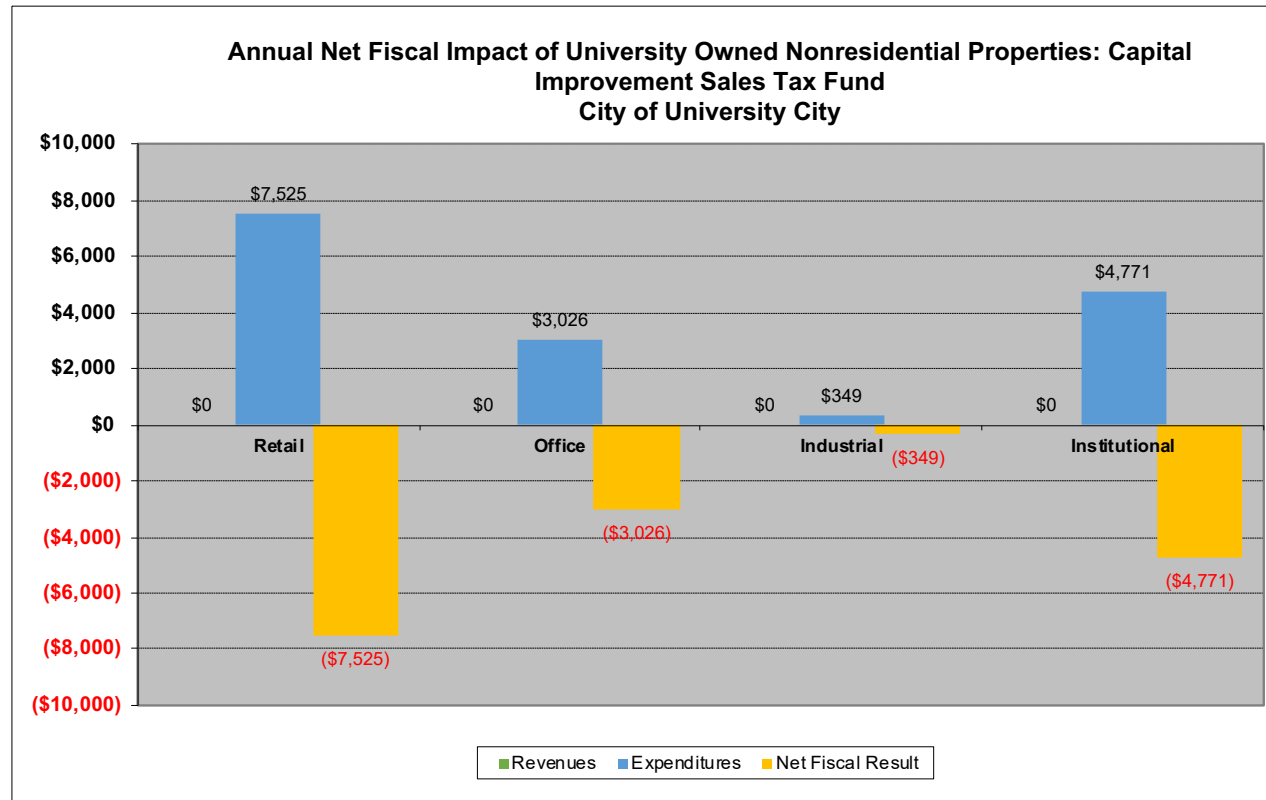
	RESIDENTIAL PROPERTIES			TOTAL
	Single Family	Multifamily	Institutional	
<i>Capital Improvement Sales Tax Fund</i>				
Revenues	\$980	\$103,665	\$5,701	\$110,346
Expenditures	\$887	\$93,864	\$5,162	\$99,913
Net Fiscal Result	\$93	\$9,801	\$539	\$10,433



All University-owned **nonresidential** land uses generate an annual net deficit to the Capital Improvement Sales Tax Fund. The total nonresidential Capital Improvement Sales Tax Fund annual net deficit is \$15,671. The largest deficits are generated by retail and institutional uses.

Figure 34. Annual Net Fiscal Impact Results for University-Owned Nonresidential Properties: Capital Improvement Sales Tax Fund

	NONRESIDENTIAL PROPERTIES				TOTAL
	Retail	Office	Industrial	Institutional	
<i>Capital Improvement Sales Tax Fund</i>					
Revenues	\$0	\$0	\$0	\$0	\$0
Expenditures	\$7,525	\$3,026	\$349	\$4,771	\$15,671
Net Fiscal Result	(\$7,525)	(\$3,026)	(\$349)	(\$4,771)	(\$15,671)

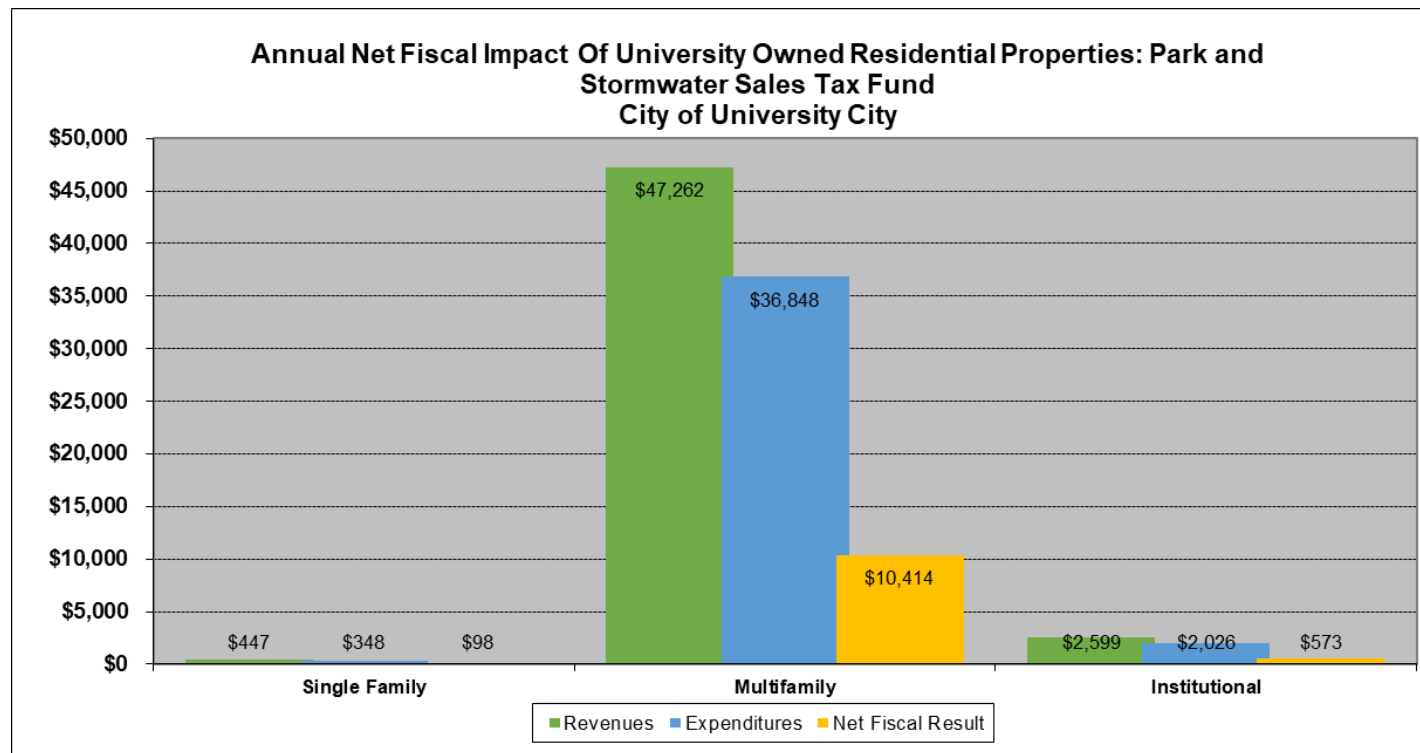


Park and Stormwater Fund Sales Tax Fund

University-owned residential properties generate an annual net surplus of \$11,085 to the Park and Stormwater Sales Tax Fund. Multifamily properties generate the largest surplus at \$10,414 annually.

Figure 35. Fiscal Impact Results for University-Owned Residential Properties: Park and Stormwater Fund

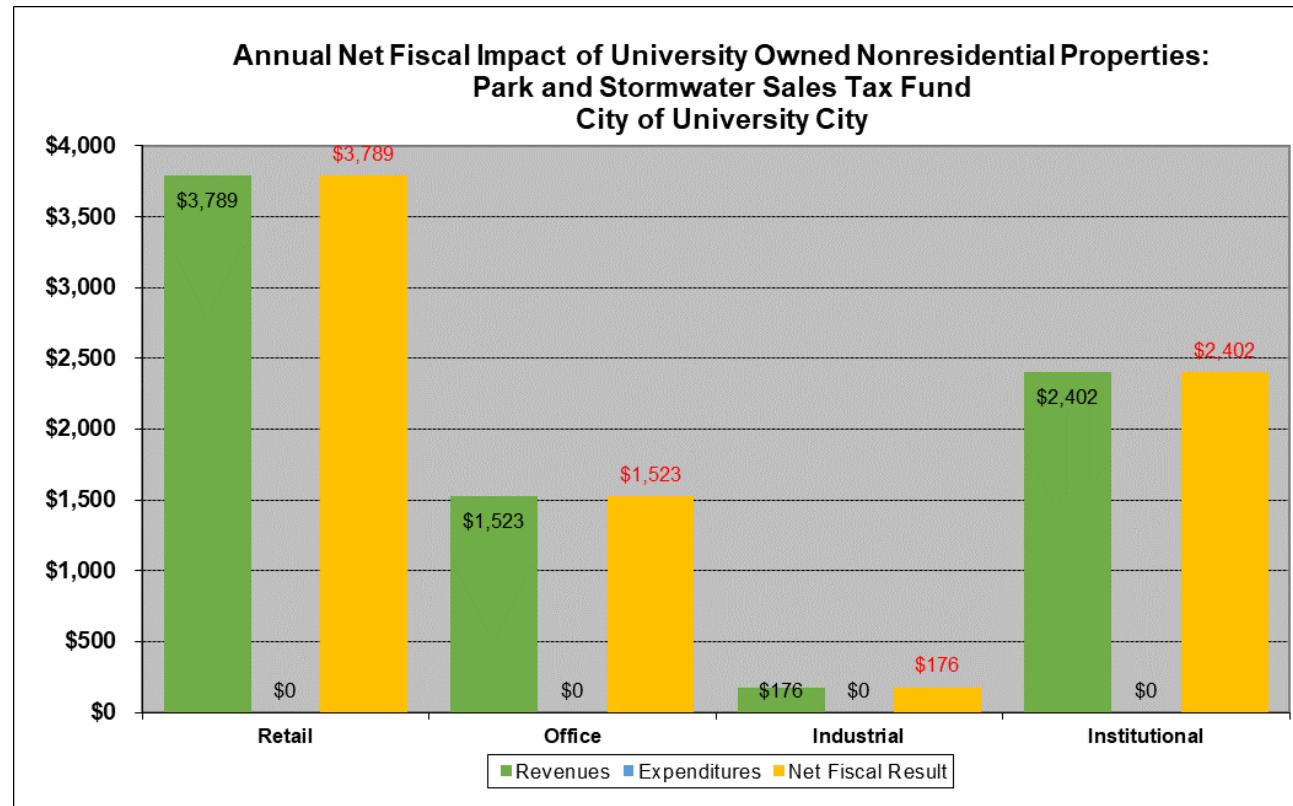
	RESIDENTIAL PROPERTIES			TOTAL
	Single Family	Multifamily	Institutional	
<i>Park and Stormwater Sales Tax Fund</i>				
Revenues	\$447	\$47,262	\$2,599	\$50,307
Expenditures	\$348	\$36,848	\$2,026	\$39,222
Net Fiscal Result	\$98	\$10,414	\$573	\$11,085



All University-owned **nonresidential** land uses generate an annual net surplus to the Park and Stormwater Sales Tax Fund. The total nonresidential Park and Stormwater Sales Tax Fund annual net surplus is \$7,891. The largest surpluses are generated by retail and institutional uses.

Figure 36. Annual Net Fiscal Impact Results for University-Owned Nonresidential Properties: Park and Stormwater Fund

	NONRESIDENTIAL PROPERTIES				TOTAL
	Retail	Office	Industrial	Institutional	
<i>Park and Stormwater Sales Tax Fund</i>					
Revenues	\$3,789	\$1,523	\$176	\$2,402	\$7,891
Expenditures	\$0	\$0	\$0	\$0	\$0
Net Fiscal Result	\$3,789	\$1,523	\$176	\$2,402	\$7,891



APPENDIX A: UNIVERSITY-OWNED PROPERTY DETAILS

University-Owned Residential Properties

Figure 37 summarizes properties owned by Washington University that contain residential units. This was determined using data obtained from the St. Louis County assessment database. From this database, TischlerBise was able to derive the number of residential units by type (e.g., single family, multifamily). Some of the University owned properties were classified as institutional land uses, but contained multifamily units. Figure 37 outlines the residential properties and their associated factors such as total units, total assessed values, average daily vehicle trips, person per housing unit and estimated population. The data below are used to calculate the associated revenue and cost factors in the fiscal impact study. The estimated persons per housing unit for single family units was developed using U.S. Census Bureau 2014-2018 American Community Survey 5-Year Estimates. Persons per housing unit for multifamily units is based on maximum University occupancy of 3 persons per unit. Average daily vehicle trip calculations were derived using the Institute of Transportation Engineers *Trip Generation*, 10th Edition (2017) trip rates for each residential land use with a 50% trip adjustment factor to account for origin and destination. Taxable values are from the St. Louis County assessment database.

Figure 37. Summary of University-Owned Residential Properties

University-Owned Residential Uses	Total Units [1]	Total Assessed Value [1]	Average Daily Vehicle Trips [3]	Persons per Housing Unit [2]	Estimated Population
Single Family	6	\$259,530	28	2.32	14
Multifamily	491	\$9,628,820	1,336	3.00	1,473
Institutional	27	\$1,275,370	73	3.00	81

[1] St. Louis County Assessor's Office parcel data

[2] Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates. Multifamily units assume an occupancy of 3 persons based on the fact these units are for University housing, with a limit of 3 persons per unit.

[3] Source: Institute of Transportation Engineers, *Trip Generation*, 10th Edition (2017)

University-Owned Nonresidential Properties

Figure 38 summarizes properties owned by Washington University that are classified as nonresidential uses, based on data obtained from the St. Louis County assessment database. From this database, TischlerBise was able to derive the amount of nonresidential square footage by type (e.g., retail, office). Figure 38 outlines the nonresidential properties and their associated factor such as square footage, total assessed values, average day vehicle trips, and employment. The data below is used to calculate the associated revenue and cost factors in the fiscal impact study. Average daily vehicle trip calculations were derived using the Institute of Transportation Engineers Trip Generation, 10th Edition (2017) trip rates for each nonresidential land use.

Figure 38. Summary of University-Owned Nonresidential Properties

University-Owned Nonresidential Uses	Floor Area (Sq. Ft.) [2]	Total Assessed Value [2]	Jobs [1]	Average Daily Vehicle Trips [3]
Retail	59,116	\$16,164,570	194	692
Office	15,300	\$107,520	78	75
Industrial	36,080	\$1,470,780	9	89
Institutional	118,140	\$28,539,000	123	633

[1] Based on employment density factors from Trip Generation, Institute of Transportation Engineers, 10th Edition (2017)

[2] St. Louis County Assessor's Office parcel data

[3] Source: Institute of Transportation Engineers, *Trip Generation*, 10th Edition (2017)

APPENDIX B: BASE YEAR DEMOGRAPHIC CHARACTERISTICS

Population was estimated based on the current City estimates and the City retaining its share of the population. Housing units were estimated by converting the 2020 population to units using the Census average household size and distribution between single family and multifamily units. Nonresidential square footage was obtained from the City's databases and jobs were estimated by converting the nonresidential square footage to employment based on average square feet per employee factors. Residential trips were calculated using custom residential trip rates and trip adjustment factors for University City and nonresidential trips were calculated using ITE multipliers. Vehicle trips were calculated using ITE trip rates and trip adjustment factors discussed in Figure 41.

Figure 39. University City Base Year Data Assumptions

Residential		
<i>Housing Units [1]</i>		
Single Family-Detached	9,942	
All Other Residential	7,202	
<i>Total</i>	<i>17,144</i>	
<i>Population [1]</i>	<i>34,372</i>	
Nonresidential		
<i>Nonresidential Square Footage [2]</i>		
Commercial/Retail	1,418,107	
Office	792,386	
Institutional	2,929,826	
Industrial	643,821	
<i>Total Square Footage</i>	<i>5,784,139</i>	
<i>Employment [3]</i>		
Commercial/Retail	3,323	
Office	2,353	
Institutional	8,287	
Industrial	1,047	
<i>Total Employment</i>	<i>15,010</i>	
<i>Population and Jobs</i>	<i>49,382</i>	
<i>Vehicle Trips</i>		
Residential Vehicle Trips	66,516	62%
Nonresidential Vehicle Trips	41,502	38%
<i>Total Vehicle Trips</i>	<i>108,018</i>	

[1] Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates.

[2] Total floor area estimate from the City. Share by use
 (commercial/retail, office/public, institutional and industrial)

[3] Source: ESRI, NAICS Business Summary 2020

Residential Land Use Characteristics

Characteristics of residential development in University City are discussed below. Data for this section were gathered from the U.S. Census American Community Survey and Public Use Micro-Data Samples (PUMS).

Household Size by Type of Unit/ Size of Unit

As shown in Figure 40, ACS estimates indicate University City had 17,144 housing units. Dwellings with a single unit per structure (detached, attached, and mobile homes) averaged 2.32 persons per housing unit. Dwellings in structures with multiple units averaged 1.57 year-round residents per unit. University City averaged 2.00 persons per housing unit.

Figure 40. Household Size by Type of Unit in University City

Housing Type	Persons	Households	Persons per Household	Housing Units	Persons per Housing Unit	Housing Mix	Vacancy Rate
Single-Family Units ¹	23,072	9,290	2.48	9,942	2.32	58.0%	6.60%
Multi-Family Units ²	11,300	6,178	1.83	7,202	1.57	42.0%	14.20%
Total	34,372	15,468	2.22	17,144	2.00	100.0%	9.80%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates, Tables B25024, B25032, B25033.

1. Includes detached, attached (i.e. townhouses), and mobile homes.

2. Includes dwellings in structures with two or more units.

Vehicle Trips by Nonresidential Development Type

TischlerBise uses nonresidential vehicle trips as the nonresidential service. Average weekday vehicle trip ends (VTE) for nonresidential development are from the 10th edition of the reference book, *Trip Generation* (2017), by the Institute of Transportation Engineers. A “trip end” represents a vehicle either entering or exiting a development (as if a traffic counter were placed across a driveway). Trip ends for nonresidential development are calculated per thousand square feet, and require an adjustment factor to avoid double counting each trip at both the origin and destination points. The trip generation rates and adjustment factors are shown in Figure 41.

With exception to commercial/retail development, the basic trip adjustment factor is 50 percent for nonresidential development. For commercial/retail development, the trip adjustment factor is less than 50 percent because retail uses attract vehicles as they pass by on arterial and collector roads. For an average size shopping center, the ITE (2017) indicates that on average 34 percent of the vehicles that enter a commercial/retail land use are passing by on their way to some other primary destination. The remaining 66 percent of attraction trips have the shopping center as their primary destination. Because attraction trips are half of all trips, the trip adjustment factor ($0.66 \times 0.50 = 0.33$) is 33 percent of the trip ends.

Figure 41. Nonresidential Trip Generation Rates and Building Area Ratios

ITE Code	Land Use	Demand Unit	Wkdy Trip Ends Per Dmd Unit	Wkdy Trip Ends Per Employee	Emp Per Dmd Unit	Sq Ft Per Emp
110	Light Industrial	1,000 Sq Ft	4.96	3.05	1.63	615
130	Industrial Park	1,000 Sq Ft	3.37	2.91	1.16	864
140	Manufacturing	1,000 Sq Ft	3.93	2.47	1.59	628
150	Warehousing	1,000 Sq Ft	1.74	5.05	0.34	2,902
254	Assisted Living	bed	2.60	4.24	0.61	na
520	Elementary School	1,000 Sq Ft	19.52	21.00	0.93	1,076
610	Hospital	1,000 Sq Ft	10.72	3.79	2.83	354
710	General Office (avg size)	1,000 Sq Ft	9.74	3.28	2.97	337
714	Corporate Headquarters	1,000 Sq Ft	7.95	2.31	3.44	291
760	Research & Dev Center	1,000 Sq Ft	11.26	3.29	3.42	292
770	Business Park	1,000 Sq Ft	12.44	4.04	3.08	325
820	Shopping Center (avg size)	1,000 Sq Ft	37.75	16.11	2.34	427
715	Single Tenant Office Building	1,000 Sq Ft	11.25	3.77	2.98	335
750	Office Park	1,000 Sq Ft	11.07	3.54	3.13	320
540	Community College	student	1.15	14.61	0.08	na
565	Day Care	student	4.09	21.38	0.19	na
310	Hotel	room	8.60	14.34	0.60	na
320	Motel	room	3.35	25.17	0.13	na
530	High School	1,000 Sq Ft	14.07	22.25	0.63	1,581
550	University/College	student	1.56	8.89	0.18	na
620	Nursing Home	1,000 Sq Ft	6.64	2.91	2.28	438

Source: Institute of Transportation Engineers, *Trip Generation*, 10th Edition (2017)

Given the above inputs, vehicle trips in University City can be estimated. As shown, residential development accounts for 62 percent of trips generated on an average weekday and nonresidential development generates the remaining 38 percent.

Figure 42: Average Daily Vehicle Trips

PUBLIC WORKS DATA INPUT AREA			
Vehicle Trips on an Average Weekday			
<i>Residential Units</i>	<i>Assumptions</i>		
Single Family-Detached	9,942		
All Other Residential	7,202		
<i>Average Weekday Vehicles Trip Ends Per Unit [1]</i>		<i>Trip Factor</i>	
Single Family-Detached	9.44	50%	
All Other Residential	5.44	50%	
<i>Residential Vehicle Trip Ends on an Average Weekday</i>			
Single Family-Detached	46,926		
All Other Residential	19,589		
TOTAL RESIDENTIAL TRIPS	66,516	62%	
Nonresidential Vehicle Trips on an Average Weekday			
<i>Nonresidential Gross Floor Area (1,000 sq. ft.) [2]</i>	<i>Assumptions</i>		
Commercial/Retail	1,418		
Office	792		
Institutional	2,930		
Industrial	644		
<i>Average Weekday Vehicle Trip Ends per 1,000 Sq. Ft. [1]</i>		<i>Trip Factors</i>	
Commercial/Retail	37.75	38%	
Office	9.74	50%	
Institutional	10.72	50%	
Industrial	4.96	50%	
<i>Nonresidential Vehicle Trips on an Average Weekday</i>			
Commercial/Retail	20,343		
Office	3,859		
Institutional	15,704		
Industrial	1,597		
TOTAL NONRESIDENTIAL TRIPS	41,502	38%	
TOTAL TRIPS	108,018		
[1] Trip rates are from the Institute of Transportation Engineers, Trip Generation, 10th Edition (2017)			
[2] Total floor area estimate from the City. Share by use (commercial/retail, office/public, institutional and industrial)			

Functional Population

TischlerBise recommends functional population to allocate the cost of City services and facilities to residential and nonresidential development. The functional population accounts for people living and working in a jurisdiction. Residents who don't work are assigned 20 hours per day to residential development and four hours per day to nonresidential development (annualized averages). Residents who work in University City are assigned 14 hours to residential development and 10 hours to nonresidential development. Residents who work outside University City are assigned 14 hours to residential development. Inflow commuters are assigned 10 hours to nonresidential development. Based on this analysis and shown in Figure 43, the recommended cost allocation for residential development is 79 percent, while nonresidential development accounts for 21 percent of the demand for municipal services and facilities.

Figure 43. Functional Population

University City, MO				
Residential			<i>Demand Hours/Day</i>	<i>Person Hours</i>
Population*	34,372			
Residents Not Working	18,593	20		371,860
Employed Residents	15,779			
Employed in University City	673	14		9,422
Employed Outside University City	15,106	14		211,484
Residential Subtotal				592,766
Residential Share =>				79%
Nonresidential				
Non-Working Residents	18,593	4		74,372
Jobs Located in University City	8,233			
Residents Employed in University City	673	10		6,730
Non-Resident Workers (inflow commuters)	7,560	10		75,600
Nonresidential Subtotal				156,702
Nonresidential Share =>				21%
TOTAL				749,468

Source: U.S. Census Bureau, OnTheMap 6.1.1 Application and LEHD Origin-Destination Employment Statistics.

* Source: U.S. Census Bureau, American Community Survey, 2014-2018

University-Owned Residential Properties

Figure 44 summarizes the parcels associated with Washington University that are identified as residential within the St. Louis County parcel database provided by the City. These parcels were classified as either single family units, multifamily units or institutional uses within the database. According to the unit count field within the database there are 6 single family units and 491 multifamily units (27 of these units are classified as institutional uses). Using the persons per housing unit factors from the US Census Bureau, we estimated a total of 1,568 persons associated with this residential units. As shown in Figure 44, these residential properties have an assessed value of \$11.1 million.

Figure 44. Residential Parcel Data for University-Owned Properties

Land Use	Units*	Total Assessed Value*	Persons per Housing Unit	Estimated Population
Single Family	6	\$259,530	2.32	14
Multifamily	491	\$9,628,820	3.00	1,473
Institutional	27	\$1,275,370	3.00	81
TOTAL	524	\$11,163,720		1,568

*St. Louis County Assessor's Office parcel data.

University-Owned Nonresidential Properties

Figure 45 summarizes the parcels associated with Washington University that are identified as nonresidential within the parcel database provided by the City. According to the square footage field within the database there is a total of 228,636 square feet of nonresidential space. As shown in Figure 45, these residential properties have an assessed value of \$46.2 million.

Figure 45. Nonresidential Parcel Data for University-Owned Properties

Land Use	Floor Area (Sq. Ft.) *	Total Assessed Value*
Retail	59,116	\$16,164,570
Office	15,300	\$107,520
Industrial	36,080	\$1,470,780
Institutional	118,140	\$28,539,000
TOTAL	228,636	\$46,281,870

*St. Louis County Assessor's Office parcel data.

Figure 46 summarizes the estimated employment parcels associated with Washington University that are identified as nonresidential within the parcel database provided by the City. To determine employment, we utilized employment density factors from the Institute of Transportation (ITE), Trip Generation, 10th Edition. This results in estimated employment of 404.

Figure 46. Estimate of Existing Employment for University-Owned Properties

Land Use Type	ITE Code*	Sq. Ft.	Sq. Ft. per Emp	Employment
Parking Lot	N/A	0	0	0
Parking Lot	N/A	0	0	0
Parking Lot	N/A	0	0	0
Gym/Rec Center	934	15,216	1076	14
Parking Lot For Gym/Rec Center	N/A	0	0	0
Main Campus Out of Municipal Boundaries	934	N/A	0	N/A
Academy Building	520	12,200	1076	11
Utility	934	0	97	0
Craft Alliance Building	520	5,400	1076	5
Music Center	443	69,780	1076	65
Office Use	934	900	97	9
Office Use	934	3,600	97	37
Blind/Shade Company	820	24,020	427	56
University City Childrens Center	520	36,160	1076	34
Vacant	N/A	0	0	0
Focal Pointe Storage	150	26,500	2902	9
Office Spaces	715	10,800	335	32
New U-City Firehouse	N/A	N/A	N/A	N/A
Wash University School Partnership	530	12,060	1581	8
Restaurant Commercial	932	12,000	97	124
Parking Area	N/A	0	0	0
TOTAL		228,636		404

*ITE Code used for establishing employment density, Institute of Transportation



Council Agenda Item Cover

MEETING DATE: January 25, 2021

AGENDA ITEM TITLE: Ruth Park – Golf Course Parking Lot Replacement

AGENDA SECTION: Consent Agenda

CAN THIS ITEM BE RESCHEDULED? Yes

PREPARED/SUBMITTED BY: Darren Dunkle, Director of Parks, Recreation & Forestry

BACKGROUND:

Before deciding that a parking lot surface needs to be replaced, staff will annually review and analyze the surfacing to determine the current condition and the need for replacement based on industry standards. In doing so, it has been determined that the Ruth Park Golf Course Parking Lot Surfacing is past its estimated life/replacement cycle and doesn't meet current standards. As such, the Parks, Recreation and Forestry Department identified the need to replace the parking lot in the FY21 Budget - Capital Improvements Program - GLF21-02 in the amount of \$50,000.00.

The City advertised for bids for the Ruth Park – Golf Course Parking Lot Replacement Project (Base Bid – Milling, Asphalt Repairs, Asphalt Pavement, Pavement Marking, Signage: Alternate Bid – New Chain Link Fence, Pavement Repair, and Asphalt Pavement) on the City's website as well as emailed the information to several companies. Nine (9) companies responded to the bid request and agreed to provide services per the specifications.

RECOMMENDATION:

City Manager recommends approval of the Ruth Park – Golf Course Parking Lot Replacement Project GLF21-02 to the lowest responsible bidder E. Meier Construction in an amount not to exceed \$60,900.00 (Base Bid \$40,479.43, Alternate Bid \$19,897.63, and a Contingency of \$522.94 to address any unforeseen conditions that may exist). This amount exceeds the FY21 Budget for this project, however, the Department has realized offsetting funds from a previous project in this budget account to cover all proposed expenses.

ATTACHMENTS:

1. Contract
2. Bid Tabulation

OWNER-CONTRACTOR AGREEMENT

This is an Agreement made and entered into the ____ day of _____, 20____, by and between University City, Missouri (hereinafter called the "Owner") and E. Meier Construction, a Missouri Company with offices located at 860 Westwood Industrial Court, Ste C, Weldon Spring, Missouri 63304, (hereinafter called the "Contractor").

The project is identified as Golf Course Parking Lot Resurfacing, located at 8211 Groby Road, University City, Missouri 63132, Project No. GLF21-02, (hereinafter called "Project")

The Engineer is Cochran, with offices located at 737 Rudder Road, Fenton, Missouri 63026 (hereinafter called the "Engineer").

WITNESSETH:

The Contractor and the Owner, for the consideration set forth herein, agree as follows:

ARTICLE I

The Contract Documents

The Contract Documents include the Conditions of the Contract (General Conditions of Owner-Contractor Agreement, Supplementary Conditions and other Conditions), State Wage Determination, Performance and Payment Bond, Drawings, Specifications, the Construction Schedule, all Addenda issued prior to the execution of this Contract, and all Modifications issued after execution of this Contract, which together with this Agreement form the Contract, and are all as fully a part of the Contract as if attached to this Agreement or repeated herein. All definitions set forth in the General Conditions of Owner-Contractor Agreement are applicable to this Agreement.

The Contract represents the entire and integrated agreement between the parties, and supersedes prior negotiations, representations and agreements, whether written or oral. An enumeration of the Contract Documents, other than Modifications, is set forth in Article X.

ARTICLE II

Scope of Work

The Contractor, acting as an independent contractor, shall faithfully and fully perform the Work described in, and shall do everything required by, the Contract Documents or reasonably inferable therefrom, for the complete construction of the project. The Contractor represents and warrants that he has special skills which qualify him to perform the Work in accordance with the Contract and that he is free to perform all such Work and is not a party to any other agreement,

written or oral, the performance of which would prevent or interfere with the performance, in whole or in part, of the Work.

ARTICLE III

Time of Completion

(a) All time limits stated in the Contract Documents are of the essence. The Work to be performed under the Contract shall commence within seven (7) consecutive calendar days of the date of the written Notice to Proceed from the Owner to the Contractor, and shall be completed within **30** consecutive calendar days from and including the date of said written Notice to Proceed, subject to adjustments of this Contract Time as provided in the Contract Documents.

(b) Contractor shall pay, as liquidated damages and not as a penalty, the sum of **\$500.00** for each consecutive calendar day after the Final Completion date that the Work has not been completed. The total amount so payable to the Owner as liquidated damages may be deducted from any sums due or to become due to Contractor from Owner.

ARTICLE IV

The Contract Sum and Payments

The Owner agrees to pay, and the Contractor agrees to accept, for the performance of the Contract, the sum of Sixty Thousand Three Hundred Seventy-Seven Dollars and Six Cents (\$60,377.06), subject to additions and deductions as provided in the Contract Documents. Based upon proper Applications for Payment submitted by the Contractor to the Owner on or before the twentieth day of the month for Work performed, payment will be made in the form of progress payments as follows and as provided elsewhere in the Contract Documents:

(1) On or about the tenth day of each following month, one hundred percent (100%) of the portion of the Contract Sum properly allocable to labor, materials and equipment incorporated into the Work, and one hundred percent (100%) of the portion of the Contract Sum properly allocable to materials and equipment suitably stored at the site to be incorporated into the Work, through the period ending up to the twentieth day of the preceding month, less the aggregate of all previous progress payments;

(2) Final payment within 30 days after the Work is fully completed and accepted by the Owner and the Contract is fully performed.

ARTICLE V**Performance of the Work**

(a) Within 10 days after being awarded the Contract, the Contractor shall prepare and submit for the Owner's approval, (1) a Construction Schedule for the Work in a Gantt Chart format, which Construction Schedule shall indicate the dates for starting and completing the various stages of construction, and (2) a Traffic Control Plan indicating the location of all proposed signage, detours, road closures throughout the Project which adequately address the Traffic Control Plan of the proposed Work. All traffic control shall be according to the standards of the latest edition of the Manual on Uniform Traffic Control Devices developed by the Federal Highway Administration. No Work will commence until the Contractor's Schedule and Traffic Control Plan is submitted and approved by the Owner.

(b) Completion of the Work in accordance with the time limits set forth in the Construction Schedule is an essential condition of the Contract.

(c) After commencement of the Work, and until final completion of the Work, the Contractor shall report to the Owner at such intervals as the Owner may reasonably direct, the actual progress of the Work compared to the Construction Schedule. If the Contractor falls behind the Construction Schedule for any reason, he shall promptly take, and cause his Subcontractors to take, such action as is necessary to remedy the delay, and shall submit promptly to the Owner for approval a supplementary schedule or progress chart demonstrating the manner in which the delay will be remedied; provided, however, that if the delay is excusable under Article VI hereof, the Contractor will not be required to take, or cause his Subcontractors to take, any action which would increase the overall cost of the Work (whether through overtime premium pay or otherwise), unless the Owner shall have agreed in writing to reimburse the Contractor for such increase in cost. Any increase in cost incurred in remedying a delay which is not excusable under Article VI hereof shall be borne by the Contractor.

ARTICLE VI**Delays Beyond Contractor's Control**

(a) If the Contractor fails to complete the Work in accordance with the Construction Schedule as a result of the act or neglect of the Owner, or by strikes, lockouts, fire or other similar causes beyond the Contractor's control, then, and to the extent of such delays, the Contractor shall not be required to pay liquidated damages to the Owner pursuant to Paragraph

(b) of Article III hereof, provided the Contractor uses his best efforts to remedy the delay in the manner specified in Paragraph (c) of Article V hereof. If, as a result of any such cause beyond the Contractor's control, the delay in completion of the Work in accordance with the Construction Schedule is so great that it cannot be remedied in the aforesaid manner, or if the backlog of work

is so great that it cannot be remedied without incurring additional cost which the Owner does not authorize, then the time of completion and the Construction Schedule shall be extended pursuant to a Change Order for the minimum period of delay occasioned by such cause. The period of delay and extension shall be determined by the Owner.

(b) Notwithstanding the foregoing Paragraph (a), no extension of time shall be granted for any delay the cause of which occurs more than seven (7) days before claim therefor is made in writing by the Contractor to the Owner, and no extension of time shall be granted if the Contractor could have avoided the need for such extension by the exercise of reasonable care and foresight. In the case of a continuing cause of delay, only one claim is necessary.

(c) Except to the extent that a delay is caused by the Owner, the Contractor's sole remedy shall consist of his rights under this Article VI.

ARTICLE VII

Changes in the Work

(a) The Owner may make changes within the general scope of the Contract by altering, adding to or deducting from the Work, the Contract Sum being adjusted accordingly. All such changes in the Work shall be executed under the conditions of the Contract. No extra work or change shall be made except pursuant to a Change Order from the Owner in accordance with the General Conditions. Any claim for an increase in the Contract Sum resulting from any such change in the Work shall be made by the Contractor in accordance with the General Conditions.

(b) If the requested change would result in a delay in the Construction Schedule, the provisions of Paragraph (c) of Article V and of Article VI hereof shall apply. If the requested change would result in a decrease in the time required to perform the Work, the completion date and the Construction Schedule shall be adjusted by agreement between the parties to reflect such decrease.

(c) Any adjustment in the Contract Sum for duly authorized extra work or change in the Work shall be determined based on the unit prices previously specified, to the extent such unit prices are applicable. To the extent such unit prices are not applicable, the adjustment in the Contract Sum shall, at the option of the Owner, be determined by an acceptable lump sum properly itemized and supported by sufficient substantiating data to permit evaluation, or by an acceptable cost plus percentage or fixed fee.

ARTICLE VIII

Termination by Owner

(a) If the Contractor is adjudged a bankrupt, or if the Contractor makes a general assignment for the benefit of creditors, or if a receiver is appointed on account of the Contractor's insolvency, or if the Contractor persistently or repeatedly fails, except in cases for which extension of time is provided, to make progress in accordance with the Construction Schedule, or if the Contractor fails to make prompt payment to Subcontractors for material or labor, or persistently disregards laws, ordinances or the instructions of the Owner, or otherwise breaches any provision of the Contract, the Owner may, without prejudice to any other right or remedy, by giving written notice to the Contractor and his Surety, terminate the Contract, take possession of the Work and of all materials and equipment thereon and finish the Work by whatever method the Owner may deem expedient. In such case, the Contractor shall not be entitled to receive any further payment until the Work is finished. If the unpaid balance of the Contract Sum shall exceed the expenses of finishing the Work, including additional architectural, managerial and administrative expenses, such excess shall be paid to the Contractor. If such expenses shall exceed the unpaid balance of the Contract Sum, the Contractor shall pay the difference to the Owner promptly upon demand.

In the event of termination pursuant to this Paragraph, the Contractor, upon the request of the Owner, shall promptly

(i) assign to the Owner in the manner and to the extent directed by the Owner all right, title and interest of the Contractor under any subcontracts, purchase orders and construction equipment leases to which the Contractor is a party and which relate to the Work or to construction equipment required therefor, and

(ii) make available to the Owner, to the extent directed by the Owner, all construction equipment owned by the Contractor and employed in connection with the Work.

(b) Performance of the Work hereunder may be terminated by the Owner by giving three (3) days prior written notice to the Contractor if the Owner, in its sole discretion, decides to discontinue or suspend construction. In the event of such termination, as opposed to termination pursuant to Paragraph (a) of this Article VIII, the Contract Sum shall be reduced in an equitable manner by agreement between the parties. The Contractor will not be entitled to payment of profit on work not performed.

ARTICLE IX**Contractor's Liability Insurance**

The Contractor shall purchase and maintain in full force and effect the following insurance coverage with an insurance carrier acceptable to the Owner:

The policy shall be endorsed to cover the contractual liability of the Contractor under the General Conditions.

The Contractor and his Subcontractors shall procure and maintain during the life of this Agreement insurance of the types and minimum amounts as follows:

(a) Workers' Compensation in full compliance with statutory requirements of Federal and State of Missouri law and Employers' Liability coverage in the amount of \$3,000,000.

(b) Comprehensive General Liability and Bodily Injury

Including Death: \$3,000,000 each person

\$3,000,000 each occurrence

Property Damage: \$3,000,000 each occurrence

\$3,000,000 aggregate

(c) Comprehensive Automobile Liability, Bodily Injury

Including Death: \$3,000,000 each person

\$3,000,000 each occurrence

Property Damage: \$3,000,000 each accident

(d) Owner's Protective Bodily Injury

Including Death: \$3,000,000 each occurrence

Property Damage: \$3,000,000 each occurrence

\$3,000,000 aggregate

The Owner's Protective Policy shall name the Owner as the insured. Certificates evidencing such insurance shall be furnished the Owner prior to Contractor commencing the Work on this Project. The certificates must state, **"University City, Missouri, the Engineer and their Officers and Employees, are included as an additional insured as required by written contract under the General Liability Policy with respect to work performed by the named insured on the above listed project."** The City of University City shall also be provided an endorsement page. These Certificates shall contain a provision that coverages afforded under the policies will not be canceled until at least fifteen days prior written notice has been given to the City.

ARTICLE X

Enumeration of The Contract Documents

The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated as follows:

- (a) Owner-Contractor Agreement
- (b) General Conditions of the Owner-Contractor Agreement
- (c) Job Special Provisions
- (d) The Specifications dated: December 2020
- (e) The Drawings identified as follows:
University City, Golf Course Parking Lot Resurfacing
- (f) Performance and Payment Bond
- (g) State Wage Determination
- (i) Subcontractor Approval Form

THE CONTRACT CONTAINS A BINDING ARBITRATION PROVISION, WHICH MAY
BE ENFORCED BY THE PARTIES.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement:

(SEAL)

Attest:

Title: _____

By (signature): _____

Contractor (print): _____

Date: _____

(SEAL)

Attest:

By: _____
City Clerk

Date: _____

CITY OF UNIVERSITY CITY

CITY OF UNIVERSITY CITY

By: _____
City Attorney

By: _____
City Manager

Date: _____

Date: _____

Project Name: Golf Course Parking Lot Resurfacing
Sponsor: Univeristy City, Missouri
Cochran #: SC20-1193
Bid Date: January 12, 2021

Bid No.	Description	Unit	Quantity	E. Meier Contracting		Spencer Contracting		Gershenson Construction		Byrne & Jones Construction	
				Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
1	Mobilization	LS	1	\$600.00	\$600.00	\$2,227.00	\$2,227.00	\$4,711.00	\$4,711.00	\$1,668.00	\$1,668.00
2	Milling (Butt Joints)	SF	350	\$1.00	\$350.00	\$1.50	\$525.00	\$0.90	\$315.00	\$1.40	\$490.00
3	Partial Depth Pavement Repair (Includes Milling, Tack Coat, 2" Base Asphalt (BP-2))	SF	4,175	\$1.85	\$7,723.75	\$2.50	\$10,437.50	\$3.90	\$16,282.50	\$3.30	\$13,777.50
4	Asphalt Pavement, 2" (BP-2) (Includes tack coat)	TON	367	\$81.00	\$29,727.00	\$77.21	\$28,336.07	\$75.10	\$27,561.70	\$80.23	\$29,444.41
5	Accessible Parking Space Sign (R7-8) (includes post and concrete base)	EA	3	\$375.00	\$1,125.00	\$230.00	\$690.00	\$180.00	\$540.00	\$333.34	\$1,000.02
6	Van Accessible Parking Space Sign (R7-8P)	EA	1	\$375.00	\$375.00	\$25.00	\$25.00	\$135.00	\$135.00	\$22.23	\$22.23
7	Pavement Marking, Accessible Parking Space Symbol, White	EA	3	\$35.00	\$105.00	\$45.00	\$135.00	\$25.00	\$75.00	\$50.00	\$150.00
8	Pavement Marking, Parking Stall Lines, 4", White	LF	1,360	\$0.31	\$421.60	\$0.50	\$680.00	\$0.38	\$516.80	\$0.58	\$788.80
9	Pavement Marking, Parking Stall Lines and Crosshatch, 4", Blue	LF	168	\$0.31	\$52.08	\$0.50	\$84.00	\$0.38	\$63.84	\$0.58	\$97.44
Total Base Bid				\$40,479.43		\$43,139.57		\$50,200.84		\$47,438.40	
10	New Chain Link Security Fence 8' High with (1) 10' Double Gate and (1) 5' Single Gate, Vinyl Coated, Black	LF	149	\$105.37	\$15,700.13	\$106.00	\$15,794.00	\$60.00	\$8,940.00	\$81.14	\$12,089.86
11	Partial Depth Pavement Repair (Includes Milling, Tack Coat, 2" Base Asphalt (BP-2))	SF	1,350	\$1.85	\$2,497.50	\$2.22	\$2,997.00	\$3.35	\$4,522.50	\$4.34	\$5,859.00
12	Asphalt Pavement, 2" (BP-2) (Includes tack coat)	TON	17	\$100.00	\$1,700.00	\$77.21	\$1,312.57	\$75.00	\$1,275.00	\$158.86	\$2,700.62
Total Alternate 1				\$19,897.63		\$20,103.57		\$14,737.50		\$20,649.48	
Total Base Bid + Alternate 1				\$60,377.06		\$63,243.14		\$64,938.34		\$68,087.88	

				Ford Asphalt		Jokerst Paving		XL Contracting		Dura-Seal Paving Contractor		Raineri Construction		
Bid No.	Description	Unit	Quantity	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	
1	Mobilization	LS	1	\$4,750.00	\$4,750.00	\$6,000.00	\$6,000.00	\$2,700.00	\$2,700.00	\$3,675.00	\$3,675.00	\$10,000.00	\$10,000.00	
2	Milling (Butt Joints)	SF	350	\$2.00	\$700.00	\$4.50	\$1,575.00	\$3.04	\$1,064.00	\$0.94	\$329.00	\$7.00	\$2,450.00	
3	Partial Depth Pavement Repair (Includes Milling, Tack Coat, 2" Base Asphalt (BP-2))	SF	4,175	\$3.00	\$12,525.00	\$3.10	\$12,942.50	\$3.25	\$13,568.75	\$4.12	\$17,201.00	\$4.50	\$18,787.50	
4	Asphalt Pavement, 2" (BP-2) (Includes tack coat)	TON	367	\$80.00	\$29,360.00	\$83.55	\$30,662.85	\$81.19	\$29,796.73	\$76.10	\$27,928.70	\$98.00	\$35,966.00	
5	Accessible Parking Space Sign (R7-8) (includes post and concrete base)	EA	3	\$330.00	\$990.00	\$300.00	\$900.00	\$330.00	\$990.00	\$630.00	\$1,890.00	\$155.00	\$465.00	
6	Van Accessible Parking Space Sign (R7-8P)	EA	1	\$330.00	\$330.00	\$60.00	\$60.00	\$174.00	\$174.00	\$50.00	\$50.00	\$100.00	\$100.00	
7	Pavement Marking, Accessible Parking Space Symbol, White	EA	3	\$40.00	\$120.00	\$45.00	\$135.00	\$78.00	\$234.00	\$25.00	\$75.00	\$41.00	\$123.00	
8	Pavement Marking, Parking Stall Lines, 4", White	LF	1,360	\$0.50	\$680.00	\$0.48	\$652.80	\$0.72	\$979.20	\$0.55	\$748.00	\$0.35	\$476.00	
9	Pavement Marking, Parking Stall Lines and Crosshatch, 4", Blue	LF	168	\$0.50	\$84.00	\$0.48	\$80.64	\$2.86	\$480.48	\$0.55	\$92.40	\$0.55	\$92.40	
Total Base Bid					\$49,539.00	\$53,008.79	\$49,987.16	\$51,989.10	\$68,459.90					
10	New Chain Link Security Fence 8' High with (1) 10' Double Gate and (1) 5' Single Gate, Vinyl Coated, Black	LF	149	\$100.00	\$14,900.00	\$90.00	\$13,410.00	\$135.20	\$20,144.00	\$20,160.00	\$105.00	\$15,645.00	\$85.00	\$12,665.00
11	Partial Depth Pavement Repair (Includes Milling, Tack Coat, 2" Base Asphalt (BP-2))	SF	1,350	\$3.00	\$4,050.00	\$2.50	\$3,375.00	\$3.90	\$5,265.00	\$5.28	\$7,128.00	\$6.00	\$8,100.00	
12	Asphalt Pavement, 2" (BP-2) (Includes tack coat)	TON	17	\$80.00	\$1,360.00	\$200.00	\$3,400.00	\$103.20	\$1,754.40	\$150.00	\$2,550.00	\$280.00	\$4,760.00	
Total Alternate 1					\$20,310.00	\$20,185.00	\$27,179.40	\$27,179.40	\$25,323.00	\$25,525.00				
Total Base Bid + Alternate 1					\$69,849.00	\$73,193.79	\$77,151.36	\$77,166.56	\$77,312.10	\$93,984.90				



Council Agenda Item Cover

MEETING DATE: January 25, 2021

AGENDA ITEM TITLE: Materials Recovery Facility (MRF) Study Consultant Selection and Agreement Approval

AGENDA SECTION: City Manager's Report

CAN THIS ITEM BE RESCHEDULED? : Yes

PREPARED/SUBMITTED BY: Sinan Alpaslan, Director of Public Works

BACKGROUND REVIEW:

Since 2007, University City has been delivering its single stream recyclables to Republic Recycling for sorting and processing. Prior to 2007, University City provided curbside recycling and sorted and processed the materials at its own MRF.

Due to recent changes in single stream recycling markets, the option of re-opening the MRF has been considered. Costs for equipment, labor, fleet, and structural improvements need to be determined, as does a commodity market analysis of recyclable materials.

In December 2018 the City applied for funding from the St. Louis Jefferson Solid Waste Management District (SWMD) for a feasibility Study for reopening the MRF. The City was awarded \$24,000 in funds for the study to be performed. On December 11, 2020, a Request for Proposals was posted on the website, in two daily newspapers, and sent directly to 3 firms with expertise in MRF Feasibility analysis.

On January 4, 2021, one Proposal was received from MSW Consultants for a total cost of \$24,000. The proposal includes analysis of University City's solid waste collection process, scalability of operations in the feasible service area, an evaluation of commodities market for material sales and an evaluation of equipment and space needs. The proposal also includes an optional task of determining fleet needs and conceptualizing labor and management needs to re-open and operate a MRF on-site. MSW Consultants has extensive experience with MRFs, commodity market analysis, and has previously successfully performed a Solid Waste Rate Study for University City.

RECOMMENDATION:

City Manager recommends that the City Council authorize him to enter into the attached professional services agreement with MSW Consultants to conduct the MRF Study and be compensated up to \$24,000 for this work, final payment of which won't be authorized until the City Council's acceptance of the final study report.

ATTACHMENTS:

- 1) MSW Consultants MRF Feasibility Study Proposal
- 2) Draft agreement for professional services

PROPOSAL

JANUARY 4, 2021

MRF Feasibility Study





*This document was delivered electronically. If it is necessary to print a hard copy,
please use Recycled-content/FSC-certified paper and recycle when no longer needed.*

January 4, 2021



Ms. Jennifer Wendt
Senior Project Manager
City of University City
6801 Delmar Blvd.
University City, MO 63130

Subject: MRF Feasibility Assessment Proposal

Dear Ms. Wendt:

MSW Consultants, LLC, is pleased to provide this proposal to the City of University City to conduct a Materials Recovery Facility (MRF) Feasibility Assessment. MSW Consultants can provide the requested assessment drawing on years of solid waste industry experience from both the operations, equipment, and consulting sides. We specialize in assisting local governments with all aspects of solid waste management and understand the impacts of the market challenges the City has encountered the past few years.

For this engagement, we will incorporate associate Jeff Messenger, owner and president of JLM Services, who has worked nearly three decades in the recycling industry addressing material handling equipment needs. Our proposed Project Manager for this engagement, Mrs. Cynthia (Mitchell) Mormile, is the former Solid Waste Manager for the City of Columbia (MO). She managed a full-service (collection, processing & disposal) solid waste management utility, including the MRF through the time it was planned, design-built, initial startup and successive operation and expansion, as well as managing the recent cost of service and rate study for University City.

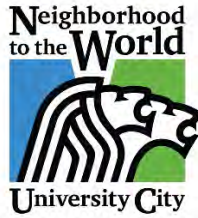
Supported by our research and analytical staff who stay abreast of material markets and the value of various material stream mixes, our proposed team can successfully and efficiently assess available infrastructure, review available data for your operations and other surrounding community materials, incorporate with our research database and proprietary modeling and provide the City with concise scenarios for consideration and decision-making.

Please do not hesitate to contact Cynthia at (573)-818-2281 or cmormile@mswconsultants.com if you have any questions about our qualifications or approach. As the undersigned, I am the principal with contractual authority for this engagement. We appreciate the opportunity to be considered for this project and would be happy to answer any questions you may have.

Sincerely,

MSW CONSULTANTS, LLC

John Culbertson
Vice President



University City MRF Feasibility Assessment

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PROPOSAL

QUALIFICATIONS & EXPERIENCE

MSW Consultants is a specialized consulting company whose key management staff have over 100 years combined experience providing municipal solid waste management planning, recycling program assessment, collection program productivity analysis and routing, solid waste cost-of-service and rate development, waste composition and waste audit studies, solid waste engineering, procurement assistance, and implementation assistance for governmental, institutional, and private waste generators across the nation. MSW Consultants was created in name in 2002 and legally established as a Maryland Limited Liability Company (LLC) in 2004. The firm converted to a Florida LLC in 2014, and is currently headquartered in Orlando, FL. The firm's client base has expanded to over 75 city, county, state, and private organizations across the U.S., served by 15 staff and associates. MSW Consultants provides the following menu of solid waste consulting services:



Solid Waste Management Plans

- SWMPs and Zero Waste Plans
- Overview of waste management systems and technologies
- Stakeholder committee facilitation
- Public education and outreach strategies

Recycling/Composting

- Recycling system planning
- Residential recycling program implementation
- Single stream recycling analysis
- Volume-based pricing (Pay-As-You-Throw) program and rate development
- Yard waste diversion and composting program assistance

Collection Optimization

- Refuse, recycling, yard waste and bulky waste productivity analysis and improvement
- Automated and single-stream collection conversion assistance
- Front-load and roll-off efficiency analysis and service rate development
- GPS, event tracking, RFID, and onboard data collection system development
- Route development, route balancing, and area/path re-routing

Financial Analysis

- Solid waste system full-cost-of-service studies
- Enterprise fund development
- Lifecycle cost development
- Solid waste enterprise fund service rate development
- Facility processing/tip fee analysis

- User fee and non-ad valorem assessment rate development

Collection, Disposal and Recycling Procurement Services

- Solid waste, recycling, yard waste and bulky waste collection procurement assistance
- Contract/franchise system analysis
- Disposal and facility operations procurement assistance
- Managed competition assistance
- Contract negotiation assistance

Waste Composition and Generation Analysis

- Sampling plan development
- Waste composition field sampling and sorting
- Statistical analysis
- Waste generation rate studies
- Institutional and commercial waste audits and recycling program improvement
- Visible litter studies and litter/illegal dumping research

Solid Waste Engineering

- Facility permitting and permit modifications
- Plans and specifications, construction management and contract monitoring
- Transfer station facility siting, design, and optimization
- Compost facility siting, design, and operations support
- Recyclables drop-off and MRF design, equipment procurement

SUSTAINABLE PRACTICES

MSW Consultants maintains multiple recycling and source waste reduction programs at its office:

- ◆ The office single stream recycling program accepts cardboard, dry fiber, and plastic, metal, and glass containers.
- ◆ We support a vegetative food scraps composting program operated by employee volunteers through home composting.
- ◆ We recycle toner cartridges, electronics, and fluorescent bulbs.
- ◆ MSW Consultants actively applies double-sided printing and reuse of single-sided printing to minimize office paper consumption.

Our office recycling rate has exceeded 70 percent in each of the past two years and MSW Consultants is recognized by the Florida Department of Environmental Protection for its high diversion rate.

MSW Consultants practices zero waste field operations when conducting materials characterization studies by partnering with Terracycle to recycle all gloves and coveralls used in the performance of our material composition studies. We are eliminating our waste while characterizing our client's.



Further, team member JLM Services, housed in St. Charles, Iowa, practices the following sustainable practices both at home, in the workshop and on job sites, to the greatest extent possible:

- ◆ Home and Home Office is serviced by curbside single stream collection. All office paper, cardboard and other common household recyclables are recycled. On average, they send recyclables to the curb at twice the volume of garbage. The shop also has a recycle bin for paper, packaging (OCC), beverage containers, etc.
- ◆ In the workshop, all scrap steel, wire, aluminum, etc., are collected until there is a trailer load which is taken to a scrap yard in Des Moines. Neighbors with small repair shops bring scrap steel and car parts to JLM's bin to be taken in as well.
- ◆ Used oil is collected from service vehicles and donated to local shops that have waste oil furnaces.

As this engagement is a facility/site visit and is not anticipated to generate any waste, other practices such as no vehicle idling other than initial warmup, reusable drink containers, etc. will be adhered to.

CLIENT & PROJECT SUMMARY

MSW Consultants has extensive experience helping clients optimize their waste management systems, implement, and improve recycling programs, measure system performance, procure solid waste services, and comply with local, state, and federal regulations. We offer a related client and project summary table below as supplementary evidence of our experience and capabilities.

MSW Consultants Related Client and Project List Last Five Years

Year	Client/Project
Ongoing	Orange County, FL Recycling Quality Improvement Program
Ongoing	Boston Mountain Solid Waste District, AR Waste Reduction and Recycling Master Plan
Ongoing	Sevier Solid Waste, Inc., Pigeon Forge, TN Solid Waste Consulting/Evaluation of SSWI, City of Gatlinburg, City of Pigeon Forge, City of Sevierville, and Sevier County Solid Waste Operations
2020	City of Poughkeepsie, NY Sanitation Restructuring Study
2020	Arlington County, VA Regional Recycling Assessment (incl. MRF-shed & MRF contract review)
2020	City of Grand Rapids, MI Collection System Evaluation & Cost of Service
2020	City of Tucson, AZ Solid Waste & Recycling Programs Benchmarking
2019	University City, MO Solid Waste Rate Study
2019	University of Massachusetts, MA Campus Waste System Evaluation
2019	City of Casselberry, FL Commercial Solid Waste Consolidation Study & Procurement Services
2019	Howard County, MD Public Education & Outreach Action Plan
2019	City of Winchester, VA Solid Waste Operations Analysis
2019	City of Philadelphia, PA Residential Recycling & MRF Contracts Benchmarking
2018	City of Fayetteville, AR Recycling & Trash Collection Rate Study
2018	City of Buffalo, NY Comprehensive Recycling Analysis and Waste Composition Study
2018	City of Columbus, OH Recycling Program Study
2018	City of Logan, UT Solid Waste Cost of Service and Rate Study
2018	Lexington-Fayette County, KY Food Scraps Diversion, Collection & Composting Study
2018	City of Lawrence, KS Downtown Solid Waste Rate Model
2017	City of Philadelphia, PA Organics Feasibility Study
2017	Hennepin County, MN Residential Waste Audit and Recycling Potential Analysis
2017	Louisville Metro Government, KY Comprehensive Solid Waste System Analysis
2017	Georgetown, KY Solid Waste System Evaluation and Rate Study
2017	City of Indianapolis/Marion County, IN Universal Curbside Recycling Feasibility Assessment
2017	Confidential Client (International) Municipal Solid Waste Compost Plant Recommissioning Evaluation
2016	Town of Front Royal, VA Collection Operations & Rate Analysis
2016	Centre County Recycling & Refuse Authority, PA Single Stream Recycling Feasibility Analysis, Solid Waste Cost-of-Service & Rate Study
2016	City of Alamosa, CO Solid Waste Cost-of-Service & Curbside Recycling Feasibility Study
2016	Aramark/Denali National Park location, Denali National Park, AK Denali Recycling Processing Plan

Further, we provide the following MRF-specific projects completed by our associate team member Jeff Messenger, owner, and president of JLM Services, LLC.

JLM Services Related Client and Project List

Client/Project
Firststar Fiber, Omaha, NE MRF update design layout (conveyors, air transfer, chain belt replacement)
Logan County, OH MRF full facility design on 5-year plan (air classifier, eddy current, baler, bins)
Pike Co., OH MRF full facility design (new building, baler procurement, baler feed conveyor)
Lancaster Fairfield Community Action Agency (LFCOA), Lancaster, OH MRF redesign (budget costing, RFP assistance, contract to complete improvements)
Lucas County Solid Waste, Holland, OH Hybrid MRF at existing transfer station (design and associated budget costing)

HIGHLIGHTED PROJECT PROFILES

Our proposed Project Manager for this engagement, Cynthia Mormile, brings extensive MRF planning, development, expansion, and operations experience through her previous career with the Columbia (MO) Solid Waste Utility. In addition to Columbia's facility, Cynthia has toured and worked on various projects in many other MRFs over the last 25 years to draw knowledge and best practices from. In addition, the following projects are highlighted as recent experience for MSW Consultants and our associate Jeff Messenger.

City of Charleston, WV: Recycling Program Analysis & Feasibility Study (Ongoing)

Charleston, West Virginia's capital and largest city, engaged MSW Consultants to examine its solid waste services, with a particular focus on its curbside recycling program. The program has been hampered for years by low participation, and in 2020 had to contend with a marked increase recyclables processing costs and a temporary suspension of services due to COVID-19. MSW Consultants reviewed regulatory requirements, the City's collection operations, and system costs, as well as benchmarked services with similarly sized regional cities, and two other state capitals. Recyclables processing is particularly challenging in the state due to lower population densities, lower materials volumes, and access to end-markets. MSW Consultants issued several short- and medium-term recommendations which include more optimized collections (which includes a transition to cart-based collections) improved program outreach, consideration of a Mini MRF processing system, and ultimately, regional collaboration to achieve better economies of scale for recyclables processing. Deliverables include a technical report summarizing findings and recommendations.

Key Personnel: John Culbertson, Phil Bresee

Contact/Reference:

Ms. Jane Bostic – Special Assistant to the Mayor
(304) 44-9954 | Jane.bostic@cityofcharleston.org

Lucas County, OH: Hybrid MRF Evaluation at Existing Transfer Station (2020)

Lucas County, Ohio, collects recyclables through numerous drop-offs and transfers them for processing. In recent times, this has resulted in expense where the County previously received material rebates. The County contracted JLM Services to evaluate the equipment needs to partially process recyclables coming into the transfer station. Deliverables included design of the processing system based on the volume and material composition, provide a 3-dimensional model of the proposed facility on the existing site, provide budgeting cost to purchase, deliver and install the equipment and provide specifications to the extent other contractors could provide bids on the structure.

Key Personnel: Jeff Messenger

Contact/Reference (for JLM Services):

Mr. James P. Shaw, III, P.E. – Sanitary Engineer
1111 S. McCord Road, Holland, OH 43528
(419) 213-2926 | jshaw@co.lucas.oh.us

Centre County Recycling & Refuse Authority (CCRRA), PA: Single-Stream Feasibility & Solid Waste Cost-of-Service Study (2016)

The Centre County Recycling & Refuse Authority (CCRRA) currently provides recycling collection and processing to over 25,000 residential households and 500 commercial establishments throughout the County, as well as a yearly Household Hazardous Waste (HHW) collection event.

The CCRRA contracted with MSW Consultants to evaluate the range of recycling collection and processing options that would best integrate with the County's long range goals and local values. MSW Consultants was familiar with the regulatory and regional market dynamics faced by Centre County and led a targeted analysis of the options available to the Authority to capitalize on new technologies and opportunities for recycling collection and processing. With regular input and feedback from the Authority staff, a prioritized set of recommendations was submitted in a Technical Report deliverable for consideration by the full Authority Board. The low contamination and high participation rates supported continuing with their current collection system rather than conversion to single-stream.

Key Personnel: Walt Davenport, John Culbertson

Contact/Reference:

Mrs. Joanne Shafer - Deputy Director/Recycling Coordinator
253 Transfer Road, Bellefonte, PA 16823
814-238-7005 x.113 | jshafer@centrecountyrecycles.org

Denali (NPS): Recycling Processing Plan (2016)

Denali National Park partnered with their concessions vendor Aramark to evaluate building a Recycling Center to be located on National Park Service (NPS) property to receive, consolidate and process recyclable materials collected within the Park and surrounding establishments and communities. MSW Consultants high-level guidance on the most efficient, cost-effective design of such a facility considering local suppliers, material volumes and labor pool. The project evaluated existing and projected recyclable tonnages from several generators, and the resources that would be required to process these including design capacity, a facility layout concept, and equipment needs. The Recycling Processing Plan deliverable included design capacity, facility design and layout including budget pricing for required equipment and operations labor.

Key Personnel: Walt Davenport, John Culbertson, Associate Dick White

Contact: *no longer with firm/whereabouts unknown at this time*

QUALIFICATIONS OF TEAM

MSW Consultants intends to perform this project with a focused team of highly experienced, dedicated staff, introduced below.

Walt Davenport, President

Role: Technical Advisor

As the founder of MidAtlantic Solid Waste Consultants in 1992, and with over 30 years of waste management industry experience, Walt Davenport has extensive operational background and knowledge of waste and recycling collection, processing, and disposal operations. With roots in the solid waste collection and hauling industry and the past 15 years spent consulting for the benefit of municipal and state organizations to solve waste industry problems, Mr. Davenport specializes in helping municipalities transition and optimize their collection systems. He specializes in collection procurement strategy; routing and route balance; onboard data management systems; waste characterization; and analysis of local and regional waste and recycling market dynamics.

John Culbertson, Vice President

Role: Principal in Charge

Mr. Culbertson is a Principal of MSW Consultants with a background in solid waste management and recycling planning, financial analysis, procurement, and program optimization. Mr. Culbertson has 25 years of experience providing waste management consulting services to federal, state, county, and city organizations across the nation. He specializes in helping municipalities implement integrated waste management strategies that align policy, education, revenue mechanisms, service contracts, and programs for effective diversion and environmentally sound waste management. A graduate of Yale University, Mr. Culbertson is a long-time member of the Solid Waste Association of North America (SWANA) and several state recycling associations and is a frequent speaker at regional and national waste management and recycling conferences.

Cynthia M. Mormile, Senior Project Manager

Role: Project Manager, Collections & MRF Specialist

Cynthia Mormile joined MSW Consultants in 2016 after spending over 20 years working in the solid waste industry for public sector and non-profit organizations. She most recently served as the Solid Waste Utility Manager for the City of Columbia (Missouri), where she managed the operational and financial aspects of residential and commercial trash and recoverables collection, a Class I bioreactor landfill, a compost facility and material recovery facility (MRF). Her expertise encompasses all aspects of a full-service collection, disposal and recovery solid waste utility, including planning and budgeting; personnel management; procurement/contracts; capital projects; rolling fleet and routing; heavy equipment; subtitle D and bioreactor landfill; waste analysis, minimization and sustainability programs; facility operation and regulatory compliance. She has served on multiple industry association boards, presented at numerous state and national conferences and is currently an active member of APWA, SWANA and MORA, having served on the board and committees for all three during her career. Mrs. Mormile has extensive experience in solid waste operational and financial analysis and has managed projects in various business lines (rate studies, operational analysis, waste audit/composition studies, cart monitoring services, etc.) since joining the firm.

Jeff Messenger, Associate

Role: Facility and Recycling Equipment Expert

Jeff Messenger has spent nearly three decades in the recycling equipment industry. For over 17 years, he has been president and owner of JLM Services, providing recycling equipment design and customized answers to processing needs across the Midwest. For the last decade, Mr. Messenger has expanded to include facility layout and planning to his services. Consistent with MSW Consultants' business model, JLM Services operates with low overhead and targeted, specialized services assisting those in the recyclables processing industry. Mr. Messenger has a broad network of suppliers and equipment sources, has operational vision, and is well versed at hands-on shop and field fabrication to get a project designed, installed and in operation.

David Mann, Director of IT

Role: Commodities Market Specialist

David Mann is the architect of *WasteInsight*[™], MSW Consultants' proprietary waste market database, and the Grading and Purity (GAP) System for cloud-based management of material characterization data. He is an expert researcher and manager of data driven solid waste management analysis. As head of the company's Research Division, David manages the *WasteInsight*[™] portal with collection and disposal data from the Northeastern states and also Florida. A multi-talented information technologist for over 20 years, David is also building cloud-based analytical tools for other MSW Consultants lines of business.

Greg Lenaz, Analyst

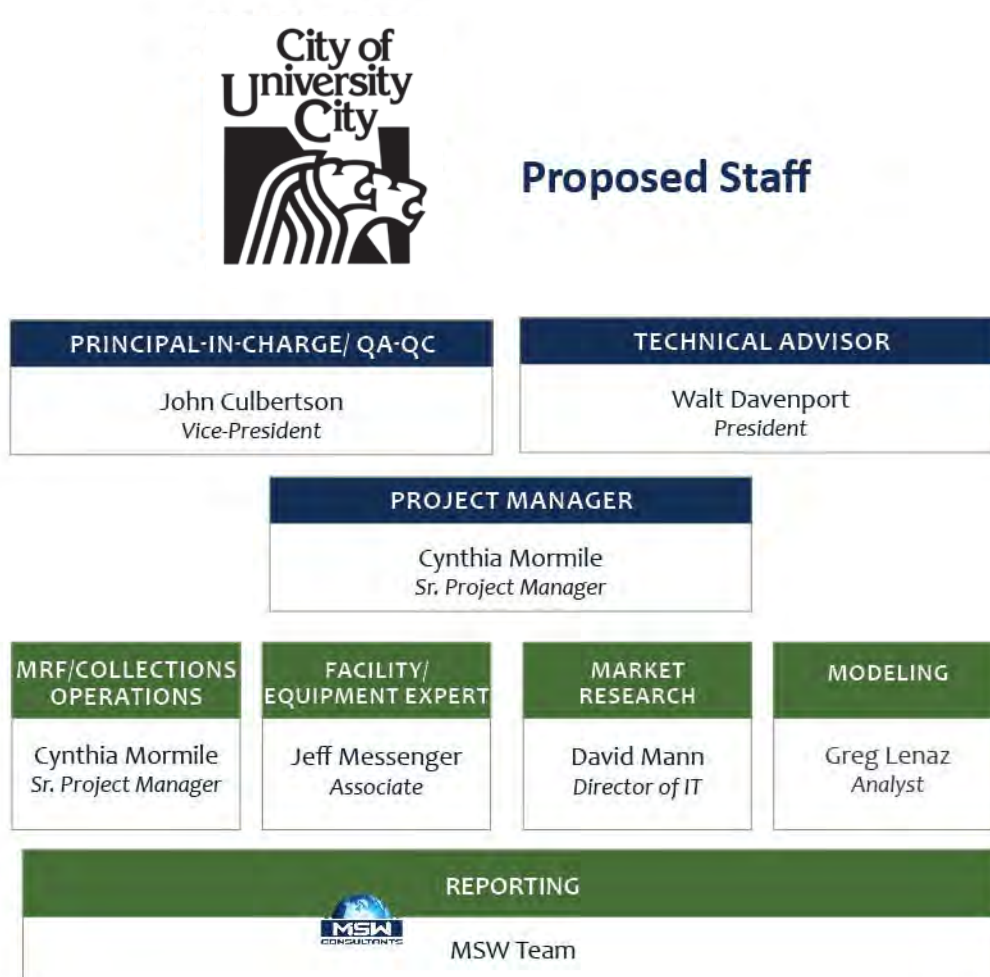
Role: Collection Modeling

Greg is an expert in combining client-provided data with industry knowledge. Greg is a graduate of the University of Central Florida where he studied Statistics and Computer Science. Since joining the firm in 2017, Greg has worked on the development of Solid Waste Management Plans for Carbon County (PA), Wayne County (PA), and the City of Buffalo (NY). In each of these projects, Greg has forecasted waste and recycling generation over a ten-year period, as well as modeled the effects of potential diversion programs. Greg was also the project manager for the Massachusetts Materials Management Capacity Study, conducted for the Massachusetts Department of Environmental Protection, where he compiled and analyzed local and state data that spanned 9 states, 1,160 facilities, and 27 million tons of MSW. Greg is proficient in Excel, SAS, SQL, and numerous programming languages.

Resumes of the project team are included at the end of the proposal.

PROPOSED TEAM ORGANIZATION

A project team organizational chart for this engagement is provided below.



PROJECT UNDERSTANDING

MSW Consultants understands the City is seeking a feasibility analysis for re-opening its Materials Recovery Facility (MRF), which closed in 2007 when the City converted to a single-stream recycling program. Consideration should be given to existing infrastructure, current collections programs, capacity to possibly handle materials from other municipalities or private haulers, commodity values for material sales, and associated resources to recommission a City MRF.

Based on our review of the RFP for this engagement, and our understanding of the City's programs and resources from recently completing the Cost of Service and Rate Study, our approach will provide the City professional opinion regarding the recommissioning of its MRF and related scenarios for consideration. MSW Consultants specializes in municipal waste management program optimization. We assist local governments, authorities, and utilities across the country to evaluate and improve their integrated waste management and recycling systems; rationalize service rates; improve efficiency; increase recycling and diversion; and establish and implement long-term plans to successfully operate the system. We have applied a common-sense, logical approach to this process for many local governments. Our approach to assist University City on this project is outlined below.

PROJECT PLAN

The task list below attempts to concisely present our approach to successfully complete the MRF Feasibility. We remain available to modify and refine this approach based on input from the City.

TASK 1 Project Initiation, Data Review & Field Activities

1.1 Information Request and Review of Data: MSW Consultants will submit a written request for information to be provided by the City within 7-10 business days. Data requested will include (but is not limited to) the following:

- ◆ Most recent annual tonnage information by generator source (single-stream collection, drop-off, other),
- ◆ Annual tonnage data from the last year the City operated its MRF (2006-2007?),
- ◆ Recent annual tonnage information from any prospective outside material sources (neighboring cities, others),
- ◆ Most recent year of recyclables processing and landfill disposal invoices,
- ◆ Copies of current processing and landfill contracts, if applicable,
- ◆ Current organizational chart for solid waste operations,
- ◆ Any existing equipment that is available for use in recycling operations, and
- ◆ Other items as determined.

1.2 Facility Tour & Interviews: Key project team members Mormile and Messenger will coordinate a date with City staff to tour the facility and visit with former MRF staff and others as appropriate to gather input on the project. We will tour the transfer station, former MRF space, review any equipment available for MRF operation, drop-off center, fleet yard, and overall site footprint.

1.3 Collections Observations: MSW Consultants staff will observe recyclables collection methods being used to incorporate in the MRF analysis for alternate program scenarios, such as dual stream.

TASK 2 Analysis

2.1 Commodities Market Analysis: The MSW research and analysis team will assess current market value for University City commodities based on the last known composition and regional market pricing, providing trends and projections as applicable.

2.2 MRF Feasibility: Information gathered from the site visit, historical data and market research will be combined to determine the feasibility of recommissioning a MRF on site and the associated infrastructure considerations and equipment needs if the City decides to move forward. High-level consideration will be provided with respect to program changes, such as the following:

- ◆ Aspects of changing from single-stream collection to dual-stream,
- ◆ Addition or removal of program recyclables, and
- ◆ Source-separated glass recycling.

2.3 Working Meeting: At this time, MSW Consultants will assemble findings of the MRF feasibility findings and related research. We will conduct a webinar meeting with the City staff to discuss findings as well as alternatives considered.

TASK 3 Reporting

3.1 Draft Report: MSW Consultants will prepare a concise written report to compile the findings of the MRF assessment.

The report will be discussed during conference call or webinar meeting with key points highlighted.

3.2 Final Report: Upon receiving comments back on the draft report, MSW Consultants will finalize the report for delivery to the City.

Optional Tasks

The project team will determine fleet needs to support scenarios considered, such as dual-stream collection. Labor and management needs to re-open and operate a MRF on site will be conceptualized and provided in organizational chart format as related to existing solid waste operations.

SCHEDULE

We understand the City needs to have all activities final and paid before their grant ending mid-June. MSW Consultants believes this is feasible given the information and scope provided. A tentative project schedule is provided below. MSW Consultants is flexible and committed to meeting the City's scope and schedule needs.

Project Schedule

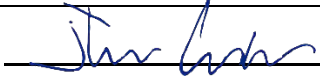
Task	February				March				April				May				June	
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2
<i>Contracting - Notice to Proceed</i>																		
1 Project Initiation, Data Review & Field Activities																		
1.1 Information Request & Review of Data																		
1.2 Facility Tour & Interviews																		
1.3 Collection Observations																		
2 Analysis																		
2.1 Commodities Market Analysis																		
2.2 MRF Feasibility																		
2.3 Working Meeting																		
3 Reporting																		
3.1 Draft Report																		
3.2 Final Report following City Comment																		

CONFLICT OF INTEREST

MSW Consultants is not aware of any conflicts of interest concerning our ability to perform the project work associated with this proposal.

FEE ANALYSIS

MSW Consultants will provide the scope of services described in our proposal for a total price of \$24,000 as shown by base study and optional tasks breakdown in the table below.

COMPANY NAME: <u>MSW Consultants</u>	SIGNATURE: <u></u>
JOB TITLE: <u>Vice-President</u>	PRINTED NAME: <u>John Culbertson</u>
Project Number: <u>1411</u>	University City MRF Feasibility Study

Please complete this section or provide fees in a similar format.

MRF Feasibility Study \$ 22,100

Optional Tasks \$ 1,900

Additional Expenses (please list)

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

APPENDIX A

RESUMES



Experience Summary

- ✓ 45 years in the waste management/recycling industry
- ✓ Collection System Optimization and Waste Composition Expert

Select Professional Affiliations

- ✓ Member, **Solid Waste Association of North America**, 2006-present
- ✓ Member of **Institute of Scrap Recycling Industries** 2017 to present
- ✓ **Professional Recyclers of Pennsylvania**, 2000-present

Key Skills

- ✓ Operations Management
- ✓ Collection Efficiency and Automated Technology
- ✓ Procurement Assistance and Contract Negotiation
- ✓ Waste Characterization
- ✓ Solid Waste Fleet Management
- ✓ Facility Conceptual Design & Feasibility Studies
- ✓ Expert Testimony

Education/Certifications

- ✓ SWANA Certified **Collection Systems Manager**
- ✓ California Resource Recovery Association **Zero Waste Certification**
- ✓ Meteorology coursework (2.5 years), State University of New York at Oswego
- ✓ Business Management coursework, Siena College, Albany, NY

MSW Consultants founder and President Walt Davenport has worked in the public and private sectors of the solid waste management industry as a team leader, technical expert, operations specialist, and problem solver. His early career in the private sector was characterized by his ability to increase productivity and profitability, improve customer and employee satisfaction, and negotiate and manage contracts. Since the early 1990s, Mr. Davenport has shifted focus to his consulting firm and assisted dozens of state, county, and city clients across the nation as a subcontractor and, since 2005, as the president of the firm. With extensive experience in collection efficiency and routing, waste composition and generation studies, facility and collection system management and operations, and as a senior business manager, Mr. Davenport brings a wealth of knowledge and resources for the benefit of the firm's clients.

Selected Project Experience

City of Odessa (TX) Fleet Maintenance Review (2020): Mr. Davenport reviewed the fleet maintenance department as related to the solid waste collection system. A series of recommendations were developed to improve operating efficiency and reduce maintenance cost.

SWACO (OH), Waste Composition Study (2019): Acting as a subcontractor, Mr. Davenport served as the Project Manager and coordinated the field data collection for four seasonal sorting events. He also provided field operations training and oversight.

City of Winchester (VA) Collection Efficiency Study (2019): Mr. Davenport served as the project manager for a team that evaluated the current refuse, recycling, and yard waste collection system and high-level cost of service estimates. The team developed recommendations to increase recycling and reduce operating cost for the entire collection system.

City of Casselberry (FL), Collection Efficiency Study (2019) Mr. Davenport assisted with an operational review of the commercial collection system in an effort to understand the number of commercial routes operating in the City. Recommendations were provided to the City related to the varying opportunities to implement a commercial collection franchise system.

The Recycling Partnership Capture Rate Study (2018): Mr. Davenport acted as the Project Manager for a Capture Rate Study in Bellevue, NE, funded by The Recycling Partnership. A waste composition study was performed prior to the implementation of the Dow Energy Bag

program and then 3 months after the implementation. Refuse and recyclables were sorted over a one (1) week period to obtain the data to calculate a capture rate for all the recyclable materials.

Centre County Recycling and Refuse Authority (PA), Single Stream Recycling Analysis and Rate Study (2016): Mr. Davenport performed a collection efficiency study as part of a project that included cost-of-service, single stream collection and processing feasibility.



Experience Summary

- ✓ 26 years as a planning consultant in the waste management and recycling industry
- ✓ Successfully performed and managed consulting engagements for over 100 municipalities nationally

Education/Certifications

- ✓ B.A. Economics, **Yale University**
- ✓ SWANA Certified **Municipal Solid Waste Management Systems Manager**

Select Professional Affiliations

- ✓ Technical Advisor for Waste Management Industry, **Gerson Lehman Group Council of Advisors**, 2004-2016
- ✓ Member, **Solid Waste Association of North America**, 2000-present

Key Skills

- ✓ Strategic/Master Planning
- ✓ Financial Analysis and Rate Development
- ✓ Procurement Assistance and Contract Negotiation
- ✓ Waste Composition and Generation Analysis
- ✓ Recycling Program Development

Mr. Culbertson has dedicated his career to providing waste management and recycling consulting services to federal, state, county and city governments and organizations in Florida and across the nation. His expertise encompasses all aspects of the waste management industry, including solid waste system planning and strategic analysis; financial analysis and system funding; procurement assistance and contract negotiation; collection efficiency and routing; transfer and long-haul logistics; MRF operations and efficiency; waste stream and waste generation analysis; and a wide range of information management and statistical analysis.

Mr. Culbertson is the firm's QA/QC manager and manages its Orlando, Florida office.

Project Experience

City of Charleston (WV), Recycling Optimization Evaluation (Ongoing): Mr. Culbertson is directing this project to optimize the residential curbside recycling program for the West Virginia capital city.

University City (MO), Solid Waste Rate Study (2018): Mr. Culbertson served as the principal in charge for this rate study. He provided technical guidance on the rate model development, final review of the project report, and supported the project manager in client communications.

Missouri Department of Natural Resources (MO), 2017 Statewide Waste Characterization Study Update (2017): Mr. Culbertson developed a comprehensive update for the protocol and data collection methods for two large-scale studies last performed in 2006-08. He subsequently managed the comprehensive statistical analysis of the Missouri waste stream and oversaw the preparation of the project report.

Centre County Recycling & Refuse Authority (PA), Single Stream Recycling Analysis and Rate Study (2016): Mr. Culbertson managed a comprehensive analysis to convert a curb-sort collection and processing system into a single stream

system, and to prepare a cost-of-service and rate model for the Authority.

City of Columbia (MO), Cost-of-Service and Rate Study (2015): Mr. Culbertson served as project manager for this multi-faceted project that included observation of the City collection system and development of full cost rates for the City's landfill and Material Recovery Facility, as well as collection rates for residential, commercial dumpster, and commercial roll-off rates. Mr. Culbertson also analyzed fully automated collection and developed a PAYT rate structure.

National Parks Conservation Association (NPCA), Waste Audits (Yosemite, CA; Grand Teton, WY; Denali, AK) (2015): Mr. Culbertson managed and performed comprehensive, park-wide waste audits at three iconic national parks to initiate a multi-year zero-waste program sponsored by Subaru. He worked closely with Park staff and contract concessioner personnel to characterize wastes, recyclables, and material collection and handling practices across the Park properties.



CYNTHIA M. MORMILE

Senior Project Manager

Experience Summary

- ✓ 20 years serving the City of Columbia Public Works and Utilities Department
- ✓ Successfully managed Collection, Bioreactor Landfill, Composting and Material Recovery Facility Operations
- ✓ Manages operations analyses, waste characterization and capture rate studies, and cost of service and rate study projects

Education

- ✓ B.S. Business Administration-Finance, **Northeast Missouri State University**
- ✓ MBA, **William Woods University**
- ✓ Engineering Coursework, **University of Missouri - Columbia**

Select Professional Affiliations

- ✓ Member, **Missouri Recycling Association (MORA)**
- ✓ Member, **Solid Waste Association of North America (SWANA)**, 1998-2007, 2010-current

Key Skills

- ✓ Project Management
- ✓ Financial Analysis, Budgeting/Capital Planning
- ✓ Collections Analysis
- ✓ Facility Planning
- ✓ Waste Minimization & Sustainability
- ✓ Landfill & Recovery Facilities Operation

Mrs. Mormile has dedicated her career to being a resource to officials responsible for integrated solid waste management in governmental, institutional, and commercial entities.

Mrs. Mormile's experience encompasses all aspects of a vertically integrated collection, disposal, and recovery solid waste utility. She has the unique understanding of all facility operations, including planning and budgeting, personnel management, procurement/contracts, and capital projects; landfill operations, including regulatory compliance, heavy equipment, subtitle D, and bioreactor operation; collections, including rolling fleet and routing; and recovery, including waste analysis, minimization, and sustainability programs.

Select Project Experience

Orange County (FL), Recycling Improvement Program (Ongoing): The County was experiencing high contamination and resulting MRF load rejection and initiated a cart monitoring program to assess carts curbside and educate households for improving the quality of recyclables set out. Mrs. Mormile coordinates project phasing, staffing, and reporting and acts as liaison with County staff, subcontractors, and daily operations.

Grand Rapids (MI), Materials Management Study (Ongoing): The City of Grand Rapids provides rare non-exclusive PAYT service funded through a unique pre-pay system to its citizens, accompanied with curbside recycling collection offered to all through millage funding. Mrs. Mormile is managing the project to identify the full cost of services by program and analysis of various alternates to the existing collection system.

Sevier Solid Waste, Inc. (SSWI) (TN), Solid Waste Consulting Services (Ongoing): SSWI operates the only flow-control sourced MSW composting facility in the country, sending all MSW generated in Sevier County, TN through the biodigesters prior to landfilling remaining inerts. Mrs. Mormile is managing a project to evaluate the operations and costs of SSWI as well as its owner members – Sevier County and the Cities of Gatlinburg, Pigeon Forge and Sevierville.

Georgia Institute of Technology (GA), Materials Management & Conservation Plan (2020): Mrs. Mormile supported the prime consultant on campus waste management and future initiatives, including procurement assistance, on-campus processing, and cost of service review.

Poughkeepsie (NY), Sanitation System Study (2020): The City of Poughkeepsie provides trash, recycling and yard waste collection for its citizens and public areas. Mrs. Mormile managed the project, conducting route observations, analyzed the system to provide efficiency and managerial recommendations for consideration, and an add-on citizen survey.

University City (MO), Solid Waste Rate Study (2020): The City was faced with increasing recyclables processing costs and needed to know whether existing rates covered program expenses appropriately, or what rates would do so. Mrs. Mormile managed the cost of service and rate study for the City, who provides residential and commercial collection services and operates a transfer station.



JEFF MESSENGER

Associate/JLM Services, LLC

Types of Services

- ✓ OEM: Eddy Current, Air Classifier, Container Counting Equipment for Beverage Redemption
- ✓ System Design, Layout, & Budgeting
- ✓ System Complete/Turnkey Projects
- ✓ Material Handling Equipment, Conveyors, Air Systems, Automated Separation

Jeff Messenger is the owner/president of JLM Services located in St. Charles, IA. Mr. Messenger has 29 Years experience with Material Handling Equipment for the recycling industry.



Highlights of Experience

In 1991 Mr. Messenger began his career in the recycling industry at Count Recycling Systems. Count was a leading supplier of sorting systems in the US and Canada. He began as a project manager, then established and managed Count's in-house engineering department. Around 1999, Count was sold to CP Manufacturing. At that time, Mr. Messenger served for an additional 2 years as the general manager until CP closed the division.

In 2003, after a short time working with a local fab shop, Mr. Messenger started JLM Services, LLC to provide equipment and design experience to the recycling industry. JLM Services still operates today as a low overhead, vendor-based company with a large network of suppliers and associates to service the industry. Mr. Messenger developed a line of counting equipment for states with redemption programs and has developed a few other unique pieces of equipment for sorting.

From 2009 to present, Mr. Messenger added Facility Layout and Planning services to his list of services. In some cases, he goes on to provide the equipment under separate contract. A brief client list includes:

- **Greenstar – Des Moines, IA** – design project where customer provided a desired process flow, an existing building (with significant height restrictions) and a list of both new and used components they already owned. Mr. Messenger developed a 3D model of the system to meet the process flow requirements. From this model, they built and installed the equipment with in-house and local fabrication resources.
- **Logan County, OH** – a multi-phase upgrade to an existing material recovery facility
- **Pike County, OH** – design a new material recovery facility on existing property
- **Lucas County, OH** – design a recycling facility next to an existing transfer station
- **Lancaster, OH** – designed new process flow to overcome operation bottlenecks. In November of 2020 was awarded a general contract to construct, build and install all the changes needed to transform the facility to the new design.

Mr. Messenger collaborates with various entities and can offer various levels of responsibility to complete a project. He can perform a wide range of tasks within a project. In addition to design, Mr. Messenger has years of hands-on experience with both shop and field fabrication, rigging techniques and safe installation practices. Mr. Messenger's skills make for better designs when you can anticipate the obstacles faced during a project all the way through installation and startup.

Insured – both general and professional liability

Bondable – history up to 1 million



Experience Summary

- ✓ 23 years as an IT Professional

Education/Certifications

- ✓ Audio Engineering, MIDI programming, Honors Graduate, Audio Recording Technology Institute, Inc. (Orlando, FL)
- ✓ Photojournalism/Writer coursework/The Alligator, University of Florida (Gainesville, FL)

Key Skills

- ✓ Applications Programming
- ✓ Data Management, Protection, and Security
- ✓ Network/Database Set-up, Design, and Monitoring
- ✓ Web Design
- ✓ Data Mining and Analytics
- ✓ Disaster Recovery
- ✓ Technical Inventory
- ✓ User/Database Administration
- ✓ Proficient in PHP, SQL, C++, Perl, Javascript, HTML5, CSS
- ✓ Technical Training and Support
- ✓ Microsoft Office/Adobe Products
- ✓ WordPress, Drupal
- ✓ Computer Literacy/Support
- ✓ Client Relations
- ✓ Customer Care

David Mann is the architect of *WasteInsight™*, MSW Consultants' proprietary waste market database, and a specialist in data driven solid waste management analysis. As head of the company's IT and Research Division, Mr. Mann manages and facilitates the process of populating the WasteInsight portal with collection and disposal data from all 50 U.S. states. A multi-talented information technologist for over 20 years, Mr. Mann also develops cloud-based analytical tools for all MSW Consultants lines of business.



WASTEINSIGHT™

WasteInsight Database and the GAP System

Mr. Mann developed the framework and database for MSW Consultants' online waste collection program repository and data calculation system. He is currently managing the build-out of this cloud-based market data tracking tool as part of a comprehensive benchmarking effort to catalog government and institutional waste management programs, facilities, waste characterization studies and solid waste management plans nationwide.

Mr. Mann converted the existing spreadsheet-based waste stream statistical analysis tools to the web-based statistical application in WasteInsight for use in synchronizing field data collection in real-time. This functionality has also been developed for the *WasteInsight Grading and Purity (GAP) System*, a data collection method for determining contamination rates for waste streams or bales of recycled materials.

Mr. Mann also developed WasteInsight's calculation methods for the sorting protocol for MSW Consultants specialized approach to characterize waste; sub-sort a variety of packaging and durable materials based on product type; and calculate recycling capture rates.

Waste Industry Data Management Experience

Mr. Mann manages data and result calculations, technical QA/QC and graphic design support for many of MSW Consultants projects including:

- ✓ **Ada County Solid Waste Advisory Committee (ID)**, Landfill Waste Stream Analysis
- ✓ **Howard County Department of Public Works Bureau of Environmental Services (MD)**, Countywide Waste Characterization Study
- ✓ **University of Massachusetts Amherst**, Campus-wide Waste System Evaluation
- ✓ **City of San Jose Department of Environmental Services (CA)**, Residue Analysis of a MRF
- ✓ **U.S. Chamber of Commerce**, Citywide Waste Audit and Analysis for Public Schools
- ✓ **Hamilton County Department of Environmental Services (OH)**, Countywide Recycling Audit and Analysis at a Material Recover Facility
- ✓ **Missouri Department of Natural Resources**, Statewide Waste Characterization Study



Education/Certifications

- ✓ BA, Statistics, University of Central Florida (Orlando, FL)
 - Minor in Computer Science

Key Skills

- ✓ Data Management
- ✓ Database Design
- ✓ Web Design
- ✓ Proficient in SAS, R, C, Java, Python, Javascript, PHP, SQL, HTML5, CSS, VBA
- ✓ Web Scraping
- ✓ Technical Training and Support
- ✓ Microsoft Office/Adobe Products
- ✓ Market Research and Surveying
- ✓ Statistical Methods
- ✓ Client Relations
- ✓ Customer Support
- ✓ Project Management

Greg Lenaz joined MSW Consultants in 2017 to assist in expediting the development of the firm's WasteInsight™ platform, MSW Consultants' proprietary waste market database. Responsibilities include the development of new features for the online platform and ensuring statistical validity of the automated calculations. Additionally, Mr. Lenaz performs data analytics and market research for a variety of consulting projects.



Waste Industry Experience

WasteInsight (Ongoing): Mr. Lenaz has extensive experience in the acquisition of data for use in the WasteInsight platform – a cloud-based database that provides comprehensive benchmarking information on government and institutional waste management programs, facilities, waste characterization studies, and solid waste management plans nationwide. Mr. Lenaz developed an application to automate the gathering of data from waste characterization studies resulting in a collection exceeding 300 studies.

Mr. Lenaz is a key developer in creating WasteInsight's Grading and Purity (GAP) System. The GAP System is a data collection method for determining contamination rates for waste streams or bales of recycled materials. To meet customer

needs, Mr. Lenaz rapidly developed visual inspection software to allow users to photograph and document the material managed as part of the GAP System. In partnership with a third-party commodity pricing index, Mr. Lenaz created a program to integrate real-time pricing with the GAP System.

Boston Mountain Solid Waste District (AR), Waste Reduction & Recycling Master Plan (Ongoing): Mr. Lenaz is responsible for developing the population, waste generation, and waste composition estimates for use in the Boston Mountain Master Plan update.

Orange County (FL), Recycling Cart Monitoring (Ongoing): In an effort to educate residents and reduce residential contamination rates, the County contracted MSW Consultants to implement a cart inspection and tagging program. Mr. Lenaz serves as the project's data analyst and is responsible for developing the statistics and figures necessary to assess the effectiveness of the program.

Minnesota Pollution Control Agency (MN), Construction and Demolition Waste Generation and Composition Study and Analysis (2020): Mr. Lenaz assisted in creating the field data entry forms used to visually characterize C&D waste. Additionally, Mr. Lenaz created the survey to receive responses from contractors, trade associations, and retailers related to C&D, and subsequently summarized the responses into easily understood figures.

City of Poughkeepsie (NY), DPW Sanitation Restructuring & Consolidation Study (2020): Mr. Lenaz is responsible for modeling the City's current collection program and alternative scenarios. The result of this exercise will allow the City to compare potential collection costs, GHG emissions, and routing metrics associated with the alternative scenarios if the City were to alter their system.

Guam Solid Waste Authority, Consultant Services (2020): Mr. Lenaz assisted in compiling labor and equipment costs for use in modeling the territory's collection system.

City of Oviedo (FL), General Solid Waste Consulting Services (2020): Mr. Lenaz is responsible for modeling the City's current collection program and alternative scenarios. The result of this exercise will allow the City to compare potential collection costs, GHG emissions, and routing metrics associated with the alternative scenarios if the County were to alter their system.





AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement for Professional Services (the "Agreement"), effective on _____ is by and between **City of University City** with its principal office at 6801 Delmar Blvd., University City, MO 63130 (hereinafter "Client"), and **MidAtlantic Solid Waste Consultants**, a limited liability company, with its principal office at 11875 High Tech Avenue, Suite 150, Orlando, FL 32817 (hereinafter the "Company").

WHEREAS, Client issued a Request for Proposals for a MRF Feasibility Study on December 11, 2020, and has accepted the proposal submitted by Company on January 4, 2021 in response thereto,

NOW, THEREFORE, in consideration of the promises herein and for other good and valuable considerations, the parties agree as follows:

1. SERVICES. The Company shall provide to Client the Services as described in the proposal dated January 4, 2021, incorporated into this Agreement by reference.

2. INDEPENDENT CONTRACTOR. The Company is an independent contractor of Client and shall maintain complete responsibility for applicable state or federal law on unemployment insurance, withholding taxes, social security, or other industrial, labor or discrimination law for its employees. Company is responsible for its agents, methods and operations.

3. PAYMENT AND INVOICING.

3.1 Payment for Services. Company shall be paid an amount not to exceed \$24,000.00 for this project. Payment shall be based on milestone completed, with

milestones identified by task in the proposal cost table.

3.2 Invoicing. Invoices will be submitted monthly by the Company for payment by Client. Payment is due upon receipt and is past due twenty (20) business days from receipt of invoice. Client will notify the Company of valid disputes within ten (10) calendar days of receipt of invoice by Client, and if no such notification is given, the invoice will be deemed valid. The portion of the Company's invoice that is not in dispute shall be paid in accordance with the procedures set forth herein. A finance charge of 1.5% per month on the unpaid amount of an invoice, or the maximum amount allowed by law, will be charged on past due accounts. If payment of invoices is not current, the Company may suspend performing further work.

4. CHANGES. Client may, with the approval of the Company, issue written directions within the general scope of any Services to be ordered. Such changes (the "Change Order") may be for additional work or the Company may be directed to change the direction of the work covered by the Task Order, but no change will be allowed unless agreed to by the Company in writing.

5. TERMINATION. Client may terminate this agreement with thirty (30) days written notice to Company. In the event of termination by Client for convenience, Company will be paid for services rendered to the date of termination plus any termination expenses.

6. INSURANCE. Company agrees to obtain, at its' own expense, and to maintain at all times while work is being performed under this Agreement: Worker's Compensation as required by state law; Automobile Liability insurance on a per occurrence basis having aggregate of not less than \$1,000,000; Commercial General Liability insurance on a

per occurrence basis having an aggregate of not less than \$1,000,000; and Professional Liability insurance of not less than \$1,000,000.

7. STANDARD OF CARE. The Company warrants that its services shall be performed by personnel possessing competency consistent with other professional consultants providing same or similar services.

8. LIABILITY.

8.1 Limitation. No employee, officer, director, manager, or owner of Company shall have individual liability to Client. Company's liability, including but not limited to Client's claims of contributions and indemnification related to third party claims arising out of services rendered by the Company, and for any losses, injury or damages to persons or properties or work performed arising out of or in connection with this Agreement and for any other claim, shall be limited to the greater of (i) fifty thousand dollars (\$50,000.00) or (ii) payment received by the Company from the Client for the particular service provided giving rise to the claim.

8.2 Remedy. Client's exclusive remedy for any claim arising out of or relating to this Agreement will be for the Company, upon receipt of written notice, either (i) to use commercially reasonable efforts to cure, at its expense, the matter that gave rise to the claim for which the Company is at fault, or (ii) return to Client the fees paid by Client to the Company for the particular service provided that gives rise to the claim, subject to the limitation contained in Section 8.1. Client agrees that it will not allege that this remedy fails its essential purpose.

8.3 No Consequential Damages. Notwithstanding anything to the contrary in this Agreement, Company shall not be liable for any special, indirect, consequential, lost profits, or punitive damages.

9. INDEMNITY.

9.1 Client. Client shall be responsible for its negligent acts and omissions and those of any and all persons for whom it is legally responsible. Client agrees to hold Company harmless and to indemnify and defend Company against any and all loss, expense, and liabilities of every kind including court costs and reasonable attorney fees arising out of or related to the negligent actions or inactions, errors, or omissions of Client and any and all persons for whom it is legally responsible.

9.2 Company. Company shall be responsible for its negligent acts and omissions and those of any and all persons for whom it is legally responsible. Company agrees to hold Client harmless and to indemnify and defend Client against any and all loss, expense, and liabilities of every kind including court costs and reasonable attorney fees arising out of or related to the negligent actions or inactions, errors, or omissions of Company and any and all persons for whom it is legally responsible.

10. RESIDUALS. Nothing in this Agreement or elsewhere will prohibit or limit the Company's ownership and use of ideas, concepts, know-how, methods, models, data, techniques, skill knowledge and experience that were used, developed or gained in connection with this Agreement; The Company and Client shall each have the right to use all data collected or generated under this Agreement.

11. USE BY THIRD PARTIES. Work performed by the Company pursuant to this Agreement is only for the purpose intended and may be misleading if used in another context. Client agrees not to use any documents produced under this Agreement for anything other than the intended purpose without the Company's written permission. Any reuse by Client on other projects of the work products produced by Company shall be at the sole risk of Client. This Agreement shall, therefore, not create any rights or benefits to parties other than to Client and the Company.

12. CUSTOMER LISTS AND DEMONSTRATION RIGHTS.

Notwithstanding anything to the contrary contained herein, unless expressly instructed otherwise by the Client, Company reserves the right to use Client's name and project in efforts to help promote Company's capabilities, experience, and brand through: (a) the use of Client's name in a press release upon Client engagement and/or project completion; (b) the use of Client's name in Company's general list of serviced customers; and (c) the use of the Client's name and/or project in efforts to demonstrate Company's capabilities to third parties, including but not limited to press, analysts, prospective clients, and investors.

13. FORCE MAJEURE. The Company shall not be responsible for delays or failures (including any delay by the Company to make progress in the prosecution of any Services) if such delay or failure arises out of causes beyond its control. Such causes may include, but are not restricted to, acts of God or of the public enemy, fires, floods, hurricanes, epidemics, riots, quarantine restrictions, strikes, freight embargoes, earthquakes, electrical outages, computer or communications failures, and severe weather,

and acts or omissions of third parties. Should a Force Majeure event occur which impairs Company's performance of the Services, Company shall document the budgetary expense of the impairment, and Client and Company shall each cover one-half of the impairment expense.

14. DISPUTES. The Company and Client recognize that disputes arising under this Agreement are best resolved at the working level by the parties directly involved. Both parties are encouraged to be imaginative in designing mechanism and procedures to resolve disputes at this level. Such efforts shall include the referral of any remaining issues in dispute to higher authority within each participating party's organization for resolution. Failing resolution of conflicts at the organizational level, the Company and Client agree that any remaining conflicts arising out of or relating to this Agreement shall be submitted to small claims court if appropriate, or else to arbitration, unless the Company and Client mutually agree otherwise.

15. ARBITRATION. Any controversy, dispute or claim arising out of or related to this Agreement or breach of this Agreement shall be settled solely by confidential binding arbitration by a single arbitrator in accordance with the commercial arbitration rules of JAMS in effect at the time the arbitration commences. The award of the arbitrator shall be final and binding. The prevailing party shall be entitled to recover, as part of its judgment, reasonable legal fees and costs from the other party. The arbitration shall be held in St. Louis County, Missouri.

16. MISCELLANEOUS.

16.1 Severability. Should any part of this Agreement for any reason be declared invalid,

such decision shall not affect the validity of any remaining provisions, which remaining provisions shall remain in full force and effect as if this Agreement had been executed with the invalid portion thereof eliminated.

16.2 Modification and Waiver. Waiver of breach of this Agreement by either part shall not be considered a waiver of any other subsequent breach.

16.3 Assignment. The Agreement is not assignable or transferable by Client. This Agreement is not assignable or transferable by the Company without the written consent of Client, which consent shall not be unreasonably withheld.

16.4 Governing Law and Construction. This Agreement will be governed by and construed in accordance with the laws of Missouri, without regard to the principles of conflicts of law. The language of this Agreement shall be deemed to be the result of negotiation among the parties and their respective counsel and shall not be construed strictly for or against any party.

16.5 Entire Agreement; Survival. This Agreement states the entire Agreement between the parties and supersedes all previous contracts, proposals, oral or written, and all other communications between the parties respecting the subject matter hereof. This Agreement may only be amended by an agreement in writing executed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

City of University City

By: _____

Title: _____

MidAtlantic Solid Waste Consultants, LLC

By: _____

Title: _____

Federal Tax ID: 20-1872233



Council Agenda Item Cover

MEETING DATE: January 25, 2021

AGENDA ITEM TITLE: Chapter 500 "Building and Construction" Code Amendment

AGENDA SECTION: Unfinished Business

CAN THIS ITEM BE RESCHEDULED? : Yes

PREPARED/SUBMITTED BY: Clifford Cross, Director of Planning and Development

BACKGROUND REVIEW:

The International Code Council publishes an updated version of their international codes every three years. Unfortunately, the City has not completed an update of the City Code since 2013 and is currently utilizing the 2012 ICC Series of Codes. As a result, the Department of Planning and Development is proposing to adopt the 2018 Codes. This update will result in minimal changes to the current processes and departmental regulations. However, adopting the current versions of the published codes, ensures that University City is consistent with other municipalities, in the region and the country, regarding the quality of construction. Furthermore, the adoption of the current codes potentially reduces insurance premiums for citizens on the basis of the Insurance Services Organization (ISO) rating of University City.

The code review process was conducted by Department staff that is proposing an ordinance to adopt the 2018 codes pertaining to the following articles of Chapter 500 "Building and Construction" of the Municipal Code. The applicable trade sections include the following;

1. Article I – Building Code
2. Article II – Residential Code
3. Article III – Existing Building Code
4. Article IV – Mechanical Code
5. Article V – Electrical Code
6. Article VI – Plumbing Code
7. Article VII – Energy Conservation Code
8. Article VIII – Fuel Gas Code
9. Article VIIIA – Swimming Pool and Spa Code

Staff is presenting this proposed amendment, for consideration, to the Mayor and Council during their January 11, 2021 City Council meeting. The expected second and third readings, along with the passage of the ordinance, could occur at the subsequent January 25, 2021 meeting.

RECOMMENDATION:

City Manager recommends approval of the proposed amendments.

Attachments: 1. Bill 9419 - Draft Ordinance

INTRODUCED BY: Councilmember Tim Cusick

DATE: January 11, 2021

BILL NO. 9419

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTER 500 “BUILDING AND CONSTRUCTION”
ARTICLES I, II, III, IV, V, VI, VII, VIII & VIIIA OF THE MUNICIPAL CODE OF THE CITY
OF UNIVERSITY CITY, MISSOURI.**

WHEREAS, the International Code Council, Inc. is the organization known to be an industry standard for construction codes; and

WHEREAS, the International Code Council, Inc. reviews, proposes, develops and publishes model codes for adoption by municipalities; and

WHEREAS, the International Code Council, Inc. series of 2018 published codes are the most widely adopted and utilized code series for state and local governments; and

WHEREAS, the Insurance Services Organization (ISO) rates municipalities based on how current the municipality is with the latest model codes and thus, a better rating can decrease insurance premiums paid by the citizens of the municipality; and

WHEREAS, the City of University City (the “City”) desires to amend Chapter 500 “Building and Construction” Articles I, II, III, IV, V, VI, VII, VIII, VIIIA of the Municipal Code in compliance with the requirements of the International Code Council, Inc. in order to attain a higher rating with the ISO and decrease insurance premiums for citizens of the City.

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

Section 1. That Chapter 500, Article I “Building Code” of the University City Municipal Code is hereby amended by repealing Article I thereof, and enacting in lieu thereof a new Article I “Building Code”, which shall read as follows:

Chapter 500, Article I

Building Code

500.010 - Adoption.

The International Building Code, 2018 Edition, including appendices F, G, H, I, and J as published by the International Code Council, Inc., one copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Building Code of the City of University City, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 500.020 of this chapter.

500.020 - Additions, insertions, deletions and amendments.

The following numbered sections and subsections of the International Building Code, 2018 Edition, including appendices F, G, H, I, and J, as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and changes so that such sections and subsections shall read as follows:

(CHAPTER 1 SCOPE AND ADMINISTRATION)

(SECTION 101 GENERAL)

101.1 Title. These regulations shall be known as the Building Code of the City of University City, Missouri, hereinafter referred to as "this Code".

(SECTION 103 DEPARTMENT OF BUILDING SAFETY)

103.1 Enforcement agency. The term "Department of Building Safety" whenever employed herein shall be construed to mean the Department of Planning & Development of the City of University City, Missouri. The term "Building Official" shall be construed to mean the Building Commissioner of the City of University City, Missouri or the duly authorized representative of the Building Commissioner.

103.2 Appointment. The Building Commissioner shall be appointed by the chief appointing authority of the jurisdiction.

(SECTION 104 DUTIES AND POWERS OF BUILDING OFFICIAL)

104.90 Restriction on employees. No official or employee connected with the Department of Planning & Development, except one whose only connection is that of a member of a citizen Board or Commission, shall be engaged, directly or indirectly, with the furnishing of labor, materials or appliances for the construction, alteration or maintenance of any structure within the City of University City, or the preparation of construction documents thereof, without the express approval of the City Manager, unless that person is the owner of the structure; nor shall such officer or employee engage in any activity or work which conflicts with his or her official duties or with the interests of the Department.

(SECTION 105 PERMITS)

105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this Code, or to cause any such work to be done, shall first make application to the Building Official and obtain the required permit. Permits shall be required for, but not limited to, the following:

1. Repair of a fire damaged or condemned structure or equipment.
2. Cutting away of any walls, partitions or portion thereof.
3. Close up of exterior wall openings.

4. Removal or cutting of any structural beam or load-bearing support.
5. Removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements.
6. Increase or decrease the number of dwelling units in a structure.
7. Change of occupancy within the same use group or change the use of all or part of a structure to another use group.
8. Install dropped ceilings or otherwise create concealed spaces.
9. Install bars or protective grills on windows or door openings.
10. Accessory buildings, such as tool sheds, cabanas, "playhouses," etc., more than 50 square feet in area.
11. Change in roof covering system.
12. Install, add to, alter, replace or relocate any piping in the water supply, sewer, drainage, soil, waste, vent, standpipe, sprinkler system, or to install, add to, alter, replace or relocate any part of a fire protection, electrical, mechanical or plumbing system, or any other equipment which is regulated or required by this Code; except as specifically permitted by an exception listed under Section 107.1 or by an exception contained in the applicable Code adopted by the City.
13. The addition, removal, or change-out of any type of glazing in the thermal envelope of a building including, but not limited to, windows, glazed doors, or skylights.

105.2 Work exempt from permit. Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this Code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following when properly installed / completed:

Building:

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area is not greater than 50 square feet (11m²).
2. Replacement of a section of fencing less than or equal to ten feet in length and/or minor repairs to an existing section less than or equal to ten feet in length.
3. Retaining walls that are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or IIIA liquids.
4. Water tanks supported directly on grade if the capacity is not greater than 5,000 gallons (18 925 L) and the ratio of height to diameter or width is not greater than 2:1.
5. Sidewalks and driveways not more than 30 inches (762 mm) above adjacent grade, not over any basement or *story* below, not requiring a handrail, not including stairs, and are not part of an accessible route.

6. Painting, papering, tiling, carpeting, floor finishing, installation of hardwood flooring, cabinets, counter tops where the counter area does not increase the length or change the footprint, and similar finish work.
7. Temporary motion picture, television and theater stage sets and scenery.
8. Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 24 inches (610 mm) deep, are not greater than 5,000 gallons (18 925 L) and are installed entirely above ground.
9. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
10. Swings and other playground equipment accessory to detached one- and two-family *dwelling*s.
11. Window awnings in Group R-3 and U occupancies, supported by an exterior wall that do not project more than 54 inches (1372 mm) from the exterior wall, are not greater than 40 square feet, do not project over the property line, and do not require additional support.
12. Nonfixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches (1753 mm) in height.
13. Antennae, non-dish television or radio, 12 feet or less in height, attached to, or located on the roof of a building or mounted on the ground other than in the front yard area; or dish antennae not more than 2 feet in diameter.
14. Doors, replacement or repair, with no change in opening size.
15. Gutters or above grade portions of downspouts; repair or replacement.
16. Paved areas for residential use on the same lot as the primary structure without roofs, covers or enclosures.
17. Plastering, patching.
18. Miscellaneous site work, excavation or fill which creates a permanent change in elevation along the property line of not more than 6 inches.
19. Roof covering replacement when done with like material, including replacement of 25% or less of the roof sheathing.
20. Siding, exterior, new pre-finished metal or vinyl installed over existing walls, soffits, fascia boards and overhangs, with no change to the size or location of existing wall openings.
21. Smoke detectors, battery-operated; installation.
22. Steps or stairs, exterior, not exceeding two risers and are built per Code requirements.
23. Storm windows or storm doors installation with no modifications to the size or location of the wall openings.
24. Swimming pools, ponds, hot tubs or spas, above ground or in-ground pools; with no water recirculating system and with a water depth not exceeding 24 inches.
25. Tents smaller than 100 square feet.
26. Tuckpointing, including replacing or relaying not more than 4 square feet of masonry surface.

Electrical:

Repairs and maintenance: Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.

Radio and television transmitting stations: The provisions of this Code shall not apply to electrical equipment used for radio and television transmissions but do apply to equipment and wiring for a power supply and the installations of towers and antennas.

Temporary testing systems: A permit shall not be required for the installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.

Gas:

1. Portable heating appliance.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.

Mechanical:

1. Portable heating appliance.
2. Portable ventilation equipment.
3. Portable cooling unit.
4. Steam, hot or chilled water piping within any heating or cooling equipment regulated by this Code.
5. Replacement of any part that does not alter its approval or make it unsafe.
6. Portable evaporative cooler.
7. Self-contained refrigeration system containing 10 pounds (5 kg) or less of refrigerant and actuated by motors of 1 horsepower (746 W) or less.

Plumbing:

1. The stopping of leaks in drains, water, soil, waste or vent pipe, provided, however, that if any concealed trap, drain pipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this Code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.
3. Dishwasher, automatic; replacement provided the existing water supply connection is protected against backflow and existing waste connection discharges separately into an approved trap, trapped fixture, or the dishwasher connection of a food waste grinder.
4. Food waste grinder, replacement, provided the existing waste connection complies with the Plumbing Code of University City.
5. Plumbing fixture replacement; with approved fixtures, when water supply and drainage pipes comply with current Code requirements.

105.3.3 Rejected application. Rejected applications will be held on file for 60 days after the date of rejection. If the required information or corrections are not received within this period of time, the application shall be deemed to have been abandoned.

105.8 Coordination with other jurisdictions. Where a building, structure, or premises is constructed partially outside the city limits, the Building Official shall be authorized to enter into agreements with the adjoining Code jurisdictions to avoid duplication of permits, inspections and fees.

105.9 Integrated permits. The Building Commissioner is authorized to issue integrated permits in which some or all trade permits (e.g. mechanical, electrical, plumbing, etc.) can be including in one permit.

It is the responsibility of the applicant to ensure that subcontractors are correctly represented on the permit at all times. Further, all subcontractors must meet the requirements of the applicable Codes. The permit applicant shall be responsible for any and all deficiencies related to the construction scope described under the integrated permit.

(SECTION 107 SUBMITTAL DOCUMENTS)

107.1 Submittal documents. Submittal documents consisting of construction documents, statement of special inspections, geotechnical report and other data shall be submitted in two or more sets with each permit application. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the Building Official is authorized to require additional construction documents to be prepared by a registered design professional.

Exception: The Building Official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with this Code. Construction documents otherwise meeting the requirements of this Section which are submitted for a project, the details of which otherwise conform to the requirements of this Code, but whose documented estimated cost does not exceed \$25,000, need not have a design professional's stamp affixed. The issuance of a permit based on such documents does not relieve their originator from otherwise complying with applicable state laws concerning professional practice by unlicensed individuals. When the documented project cost estimate exceeds \$25,000, or where special conditions exist, the Building Official will require the submittal of construction documents prepared by a registered design professional, as indicated by his or her stamp and signature or their authorized facsimiles appearing on each document in accordance with applicable state laws.

107.2.5.90 Grading and drainage. The site plan shall provide sufficient detail to determine compliance with site grading and storm water drainage provisions of this Code and of applicable ordinances for the control, drainage and discharge of storm water.

107.3.4.90 Visits to site. When so directed by the Building Official or when required by the special inspection provisions of this Code, the registered design professional shall make visits to the site at intervals appropriate to the stage of the construction components requiring controlled materials; or to determine whether the work is proceeding in accordance with the construction of documents approved for the building permit. The registered design professional shall periodically submit reports to the Building Official showing the results of such periodic visits.

(SECTION 109 FEES)

109.4 Surcharge for work started without a permit. In case any work for which a permit is required by this Code is substantially started or proceeded without first obtaining said permit, the total normal fees applicable shall be increased by an amount equal to the permit fee; except that the surcharge amount shall not be less than \$35.00 nor more than \$1000.00 for each permit.

109.9 Fees general. The fees to be paid for activities performed and services rendered by personnel of the Department of Planning & Development in carrying out the duties and responsibilities under this Code shall be as scheduled. Permit fees are intended to cover the cost of application processing, plan

examination, permit issuance, routine inspections, final inspection approval, issuance of a certificate of occupancy at the completion of construction, record keeping and a pro rata share of overhead costs.

109.10 Construction cost estimates. The Building Commissioner is authorized to estimate the total cost of construction of a structure or project by multiplying the volume of the structure by an appropriate cubic foot cost rate or by multiplying the area of the structure by an appropriate square foot cost rate. Structures or projects for which it is impractical to estimate the total construction cost by said cubic foot or square foot cost methods shall be estimated by applying current, commonly accepted unit cost figures to the various components in a commonly accepted manner. Total cost of construction includes cost of general construction, plumbing work, mechanical work, electrical work, elevators, fire suppression systems, fire alarms, etc.; and includes cost of site improvements related to the foregoing. In lieu of determining the total cost of construction as outlined above, the Building Commissioner may accept a bona fide contract or affidavit of the owner of the structure or project, in which the total cost of construction is verified by the applicant and owner or may utilize methods adopted in the Building Code of University City.

109.11 Payment of fees. The fee for all activities to be performed by the Department of Planning & Development shall be paid in advance. Payment shall be made at the office of the Department of Planning & Development in cash, accepted credit card types, or by check made payable to "City of University City." The Department of Planning & Development is authorized to charge a convenience fee or merchant card processing fee for credit card transactions equal to the fee amount charged to the City.

Services such as processing applications, issuing a permit, scheduling inspections, etc. shall not be conducted when outstanding fees are owed the City without the express consent of the Building Commissioner.

109.12 Rounding of fees. In an effort to reduce the labor costs associated with fee calculations paid in cash, the Department shall round cash fees down to the nearest whole dollar.

109.13 Application fee. The application fee charged for each permit shall be thirty-five dollars (\$35.00).

109.14 Review fee and payment of remainder. Building permit applications over \$50,000.00 in construction cost may be accompanied by a payment of twenty-five percent (25%) of the scheduled permit, to cover the cost of examining the documents for Code compliance. The remainder of the fee must be paid in full prior to issuance of the building permit. All projects less than \$50,000.00 in construction costs must be paid in full at the time of application.

109.15 Partial permit fee. An additional fee of ten percent of the scheduled amount, but not less than seventy dollars (\$70.00), shall be charged for the issuance of partial permits such as "foundation only" or "except for roof trusses which will be reviewed later."

109.16 Permit amendment fee. Processing amendments to permits, including related plan review, shall be charged at the rate of forty dollars (\$40.00) per hour or fraction of an hour. This charge may be waived by the Building Commissioner for minor changes resulting from an inspection defect notice.

109.17 Additional inspection fee. Additional inspections, such as re-inspections due to defective work or for inspections scheduled by the permit holder when work is not ready for an inspection, shall be charged at the rate of thirty-five dollars (\$35.00) per hour or fraction of an hour.

109.18 Temporary certificate of occupancy (TCO) fee. An additional fee of seventy dollars (\$70.00) shall be charged for the issuance of temporary certifications of occupancy.

109.19 Permit fee schedule. The fee charged for each building permit shall be as scheduled below in this section.

1. Construction, alteration, additions, repairs or the moving of a structure (including the application fee):

Construction Cost	Permit Fee
<i>Less than \$1,400.00</i>	<i>\$35.00</i>
<i>\$1,400.00 to \$4,999.00</i>	<i>\$25 per \$1000 of construction cost</i>
<i>\$5,000.00 to \$9,999.00</i>	<i>\$15 per \$1000 of construction cost plus \$50</i>
<i>\$10,000.00 to \$399,999.00</i>	<i>\$6 per \$1000 of construction cost plus \$140</i>
<i>\$400,000.00 to \$1,499,999.00</i>	<i>\$5 per \$1000 of construction cost plus \$560</i>
<i>\$1.5 million and up</i>	<i>\$4 per \$1000 of construction cost plus \$2000</i>

2. Fence, new or replacement over ten linear feet: *\$35.00*

3. Temporary promotional displays erected: *\$15.00*

4. Wall signs erected, constructed, painted, altered or enlarged (based on gross sign area) as follows:

<i>Under 40 square feet</i>	<i>\$35.00</i>
<i>40 to 80 square feet</i>	<i>\$70.00</i>
<i>Over 80 square feet</i>	<i>\$140.00</i>

5. Freestanding signs, roof signs, or canopy signs erected, constructed, painted, altered or enlarged (based on gross sign area) as follows:

<i>Under 40 square feet</i>	<i>\$70.00</i>
<i>40 to 80 square feet</i>	<i>\$140.00</i>
<i>Over 80 square feet</i>	<i>\$175.00</i>

6. Demolitions:

<i>Private garages</i>	<i>\$70.00</i>
<i>Residential structures, per dwelling unit, or part thereof</i>	<i>\$140.00</i>
<i>Other structures, per 10,000 cubic feet of the volume of the structure or fraction thereof</i>	<i>\$35.00</i>

7. Flammable or combustible liquid storage tanks:

<i>Removal of tank</i>	<i>\$60.00</i>
<i>Installation of tank</i>	<i>\$120.00</i>

8. Non-refundable application fee to

extend a construction permit	\$20.00
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9. Non-refundable application fee to

reinstate an expired permit	\$35.00
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10. Temporary Certificate of Occupancy (TCO)	\$70.00
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109.20 Inspection fee schedule. The fee charged for inspections associated with building permits shall be as scheduled below in this section.

1. Service request inspections (per hour or portion thereof)	\$35.00
2. Additional inspections (per hour or portion thereof)	\$35.00
3. Missed inspection in which the inspector was unable to gain entry to the property or the work was not completed	\$35.00

109.21 Registration fee schedule. The fee charged for registrations associated with permits shall be as scheduled below in this section.

1. Annual registrations	\$30.00
2. Annual renewals	\$15.00

109.22 Integrated permit fees. Permit fees for integrated permits shall be determined based on the building permit fee. Fees for the disciplines shall be figured at the following percentages and shall not be less than \$35 per discipline:

Electrical - 8% of the building permit fee

Plumbing - 7% of the building permit fee

Mechanical - 9% of the building permit fee

(SECTION 110 INSPECTIONS)

110.3.9.1 Extra inspections. In addition to the inspections normally provided, the Building Official shall require that additional inspections or re-inspections be conducted due to noncompliance with Code requirements or due to work which is not ready for inspection or not accessible for inspection at the time of a scheduled inspection. Fees for such additional inspections shall be assessed and paid prior to scheduling the next inspection.

110.4 Inspection agencies. The Building Official is authorized to accept reports of approved inspection agencies, provided such agencies satisfy the requirements as to qualification and reliability. All such reports must be received by the Department of Planning & Development within 72 hours of the inspection or as approved by the Building Official. All fees and costs related to the performance of special inspections services shall be the responsibility of the owner.

110.4.1 Third-party inspections. All third-party inspections, qualifications, and reliability must be pre-approved by the Building Official. All inspections not pre-approved will be negated.

Qualifications of the third-party inspector must be presented to the Department of Planning & Development and approved prior to services rendered. Presentation of these qualifications does not relieve the requirement of requesting approval prior to use of a third-party inspector for each and every inspection.

Third-party inspectors must maintain certain qualifications in order to perform inspections:

1. Professionally licensed (with stamp) as an architect or an engineer in the State of Missouri or certified by the International Code Council as an inspector in the particular field of inspection.
2. Approved by the City of University City to inspect the specific project.
3. Not have a conflict of interest (vesting financially, etc.) in the project.

Inspections performed by members of a company that do not meet the criteria of a third-party inspector are negated.

Unreliability of inspection or falsifying any information of the criteria of third-party inspection will result in permanent denial of inspection ability.

110.7 Workmanship. Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of this Code shall be executed and installed in a workmanlike manner in compliance with this Code, in accordance with industry standards, and in accordance with the manufacturer's installation instructions.

(SECTION 113 BOARD OF APPEALS)

113.1 General. In order to hear and decide appeals of orders, decisions or determinations made by the Building Official relative to the application and interpretation of this Code, there shall be and is hereby created a Board of Appeals.

113.2 Limitations on authority. Delete in its entirety.

113.3 Qualifications. Delete in its entirety.

113.90 Application for appeal. Any person directly affected by an order, decision or determination of the Building Official shall have the right to appeal to the Board of Appeals. An application for appeal shall be based on a claim that the true intent of this Code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this Code do not fully apply, or an equivalent or better form of construction can be used.

113.91 Filing procedures. All appeals shall be filed on a form obtained from the Building Commissioner within 20 days of when the notice was served. Appeals must be accompanied by a fee of \$250.00. Fees shall be refunded to the applicant where the Board of Appeals reverses an order, decision, or determination of the Building Commissioner. In cases where the Board of Appeals modifies an order, decision, or determination of the Building Commissioner, the fee shall not be reimbursed.

113.92 Membership of Board. The Board of Appeals shall consist of seven members appointed by the City Council. Board members shall be appointed for five-year terms and serve until a successor has been appointed.

113.92.1 Qualifications of Board members. At least three of the members shall each have at least ten (10) years of experience as a registered architect, builder, superintendent of building construction, or as a registered professional engineer with structural, civil or architectural engineering experience.

113.92.2 Chairperson. The Board of Appeals shall annually select one of its members to serve as chairperson.

113.92.3 Disqualification of member. A member shall not hear an appeal in which that member has a personal, professional, or financial interest.

113.92.4 Secretary. The City Manager shall designate a qualified clerk to serve as secretary to the board for the purpose of hearing appeals. The secretary shall file a detailed record of all proceedings in the office of the City Clerk.

113.93 Notice of meeting. The meeting shall be upon notice from the chairperson, within thirty (30) days of the filing of an appeal, or at stated periodic meetings.

113.94 Open hearing. All hearings before the board shall be open to the public. The appellant, the appellant's representative, the Building Commissioner and any person whose interests are affected shall be given an opportunity to be heard.

113.94.1 Procedure. The Board shall adopt and make available to the public through the secretary procedures under which a hearing will be conducted. The procedures shall not require compliance with strict rules of evidence but shall mandate that only relevant information be received.

113.95 Postponed hearing. When five members are not present to hear an appeal, either the appellant or the appellant's representative shall have the right to request a postponement of the hearing.

113.96 Board decision. The Board shall modify or reverse the decision of the Building Commissioner by a majority vote. The determination of the Board shall not supersede any Federal, State or Local law or code.

113.96.1 Resolution. The decision of the board shall be by resolution. Certified copies shall be furnished to the appellant and to the Building Commissioner.

113.96.2 Administration. The Building Commissioner shall take immediate action in accordance with the decision of the Board.

113.97 Court review. Appeals of Board decisions may be made to the appropriate court.

(SECTION 114 VIOLATIONS)

114.4 Violation penalties. Any person who shall violate a provision of this Code, or who shall fail to comply with any of the requirements thereof, or who shall erect, move, construct, alter, remove, demolish or repair a structure in a manner that is not in compliance with an approved plan or directive of the Building Official, or of a permit or certificate issued under the provisions of this Code, or who shall start any work requiring a permit without first obtaining the permit therefore, or who shall continue any work in or about a structure after having been served a stop-work order, except such work as that person has been directed to perform to remove a violation or unsafe condition; or any owner or tenant of a building or premises, or any other person, who takes part or assists in any violation of this Code or who has charge of any building, premises, or part thereof in which such violation shall exist, shall upon conviction thereof be subject to the penalties provided in Section 100.190 of the University City Municipal Code. Each day that a violation continues after a notice is served shall be deemed a separate offense.

(SECTION 116 UNSAFE STRUCTURES AND EQUIPMENT)

116.6 Public nuisance. Structures which are declared a nuisance under the terms of Chapter 240 of the University City Municipal Code shall be vacated and demolished or repaired as required by said chapter.

116.7 Temporary safeguards. Notwithstanding other provisions of this Code, whenever in the opinion of the Building Official, there is actual and immediate danger of collapse or failure of a structure or any part thereof which would endanger life, or there is an actual and immediate danger because a vacant or partially vacant building is unguarded or has any open doors or windows, thereby creating a fire hazard, security hazard or endangerment to life or property, the Building Official shall require the occupants to vacate the same forthwith and shall cause the necessary work to be done including the boarding-up of all accessible openings, to render such building or structure or part thereof temporarily safe.

(SECTION 190 QUALIFICATIONS OF CONTRACTORS)

190.1 Contractor registration. Anyone performing work in the scope of the Code is required to be registered as a contractor with the City of University City. Registrations are for a term of one year and may be renewed per year thereafter.

190.2 Contractor registration fee. Registration fees shall be charged as provided by the Section 109 of the Building Code.

190.3 Suspension and revocations of registration. The Building Commissioner shall have the power to revoke or suspend any registration upon satisfactory proof that the holder of such registration shall have obtained the same by fraud or misrepresentation, or failed or refused to comply with the provisions of this Code after written notice given by the Building Commissioner, or has been convicted of any violation of this Code, including but not limited to, applying for permits and not doing the work, regularly performing work contrary to Code, performing work without first obtaining the required permit, failing to regularly obtain the required final inspection, or allowing unsafe conditions to exist on a jobsite.

190.3.1 Warning of suspension and revocation. Contractors that perform work that warrants suspension and revocation shall first receive a warning letter notifying the contractor of their suspended status and providing 30 days to correct the situation leading to suspension. Letters placed in the mail shall be considered as sent and received.

190.3.2 Period of revocation. Contractors that fail to make improvement during suspension shall be revoked indefinitely unless reinstated by the Building Commissioner.

190.3.3 Reinstatement. The Building Commissioner shall have the ability to reinstate a contractor if the contractor can provide sufficient evidence to the Building Commissioner that the reason for suspension or revocation is no longer present.

190.3.4 Appeal of a suspension or revocation. Suspended or revoked contractors shall have the right to appeal the finding of the Building Commissioner to the Board of Appeals. The Board of Appeals shall have the right to affirm the decision of the Building Commissioner or reinstate the contractor.

190.4 Use of registrant's name by another. No person registered with the City as a contractor shall allow his or her name to be used by another person either for the purpose of obtaining permits, or for doing business, or other work under the registration. Every person registered shall provide the Building Commissioner their business and mailing address, the name under which such business is conducted, and shall give immediate notice to the Building Commissioner of any change.

190.5 Qualifications of contractors and workers. The Building Commissioner shall not be required to issue a permit unless the contractor and workers are qualified to carry out the proposed work in accordance with the requirements of this Code. Refusal or inability to comply with Code requirements on other work shall be considered as evidence of lack of such qualifications.

(SECTION 191 NUMBERING OF BUILDINGS AND UNITS)

191.1 Building permits. Before a building permit is issued for the erection of any building requiring a number, the applicant shall be assigned an official number for the building in accordance with the standard numbering system established for the City.

191.2 Numbering system. On all east and west streets, numbers shall be a continuation of the numbering system established by the City of St. Louis, with odd numbers on the north side and even numbers on the south side. On all north and south streets, Forsyth Boulevard shall be the dividing line, and numbering shall be assigned northwardly and southwardly from such dividing line, with even numbers on the east side and odd numbers on the west side. In all cases numbers shall be in sequence.

191.3 Use of other than official number. It shall be unlawful for any owner or occupant of building to use any number other than the official number as shown in the records of the Department of Planning & Development.

191.4 Display of building numbers. The officially designated building numbers shall be displayed as required by this Code, so that such building number is easily observed and readable from the street indicated by the address; from the alley, if an alley adjoins the premises; or from parking areas.

191.5 Unit identification. In buildings containing more than one dwelling unit or tenant space, every entry shall be labeled by a number and/or letter identifying the unit. Identification shall consist of the official numbers or letters identifying the unit; a minimum of 1 inch in height and 3/16-inch-thick stroke; located near or on the door; contrasting the background; and shall be more than 4 feet from the floor.

(CHAPTER 2 DEFINITIONS)

(SECTION 202 DEFINITIONS)

Abandoned hazard. Any facet of construction, including but not limited to, excavations, demolitions, construction, etc. in which there is no one involved with the job on the premises.

Excavation. Any removal of soil, fill, etc. for work pertaining to construction or similar activity that could constitute a hazard to the health, safety, or welfare of an individual or the public.

Temporary excavation. An excavation for the burial or service of utilities to a premises that remains excavated for no longer than two days without being fully backfilled.

Workmanlike. Executed in a skilled manner; e.g. generally straight, plumb, level, square, in line, undamaged and without marring adjacent work.

(CHAPTER 18 SOILS AND FOUNDATIONS)

(SECTION 1809 SHALLOW FOUNDATIONS)

1809.5 Frost protection. Except where otherwise protected from frost, foundations and other permanent supports of buildings and structures shall be protected from frost by one or more of the following methods:

1. Extend below the frost line of 30" below grade.
2. Constructing in accordance with ASCE-32.
3. Erecting on solid rock verified to be at least 30" thick.

Exception:

1. Free standing structures of less than 125 square feet in area and less than 10 feet in height.
2. Decks not supported by a dwelling need not be provided with footings that extend below the frost line.

(CHAPTER 27 ELECTRICAL)

(SECTION 2701 GENERAL)

2701.1 Scope. This chapter governs the electrical components, equipment and systems used in buildings and structures covered by this Code. Electrical components, equipment and systems shall be designed and constructed in accordance with the provisions of this chapter and all other applicable Codes of University City.

(CHAPTER 28 MECHANICAL SYSTEMS)

(SECTION 2801 GENERAL)

2801.2 Mechanical Code. All mechanical equipment and systems shall be constructed, installed and maintained in accordance with this chapter and all other applicable Codes of University City.

(CHAPTER 29 PLUMBING SYSTEMS)

(SECTION 2901 GENERAL)

2901.1 Scope. The design and installation of plumbing systems, including sanitary and storm drainage, sanitary facilities, water supplies and storm water and sewage disposal in buildings, shall comply with the requirements of this chapter and all other applicable Codes of University City.

(CHAPTER 31 SPECIAL CONSTRUCTION)

(SECTION 3107 SIGNS)

3107.2 New signs. A sign shall not hereafter be erected, constructed, altered or painted except as herein provided and not until after a permit has been issued by the Building Official with the approval of the Zoning Administrator.

3107.3 Permit exemption. A permit shall not be required for signs which are exempt from the provisions of the Zoning Code of University City.

(CHAPTER 33 SAFEGUARDS DURING CONSTRUCTION)

(SECTION 3315 TEMPORARY CONSTRUCTION FENCES)

3315.1 Construction fence scope. This policy pertains to all new construction and or construction deemed by the Building Official to require proper separation from the public. This minimum barricade policy is to be used for all occupancies in conjunction to the minimum requirements set forth in Chapter 33.

3315.2 Construction fence requirements. All new construction and potentially hazardous construction (demolitions, long-term excavations, etc.) deemed by the Code Official shall comply with the following barricade requirements.

1. A chain link fence, a minimum of five (5) feet in height, shall be erected and must surround the project site, all tools and equipment, jobsite toilets, job trailers, materials, etc. Posts for the fence shall be metal "T" posts with a minimum height of seven (7) feet, driven at least one (1) foot below grade, and located a minimum of every eight (8) feet along the fence or as required by the Building Official.
2. A construction entrance shall be designated. The entrance will consist of two posts (of wood or metal) concreted or driven below grade a minimum of a third the height of the post. This entrance will have a gate provided between the posts and shall serve as the entrance for all usual construction traffic. All chain link fencing is to be strung tightly to these posts.
3. The Building Official may require a lock box to be attached to the post on the opening side of the gate to hold a key to the lock on the gate. The Building Official shall be provided the code to this lockbox. And the key shall be accessible by the Building Official at all times.

3315.3 Temporary excavation barricades. All temporary excavations shall comply with the following requirements.

1. An orange mesh barricade, a minimum of three (3) feet in height, shall be provided around all temporary excavations. "T" posts on eight (8) foot centers (maximum) will provide support for the fence and the fence shall be properly anchored to the posts.
2. If the excavation is within ten (10) feet of a public way, the excavation shall be covered by a minimum of 3/4 plywood, 1/4 steel, or a similar cover for all area of the excavation that are within ten (10) feet of the public way.
3. If the excavation is on public right-of-way or within three (3) feet of the public right-of-way, a permit and inspections are required by the Public Works Department consistent with standards set forth in the Public Works Department Right-of-Way Management Rules and Regulations. All Federally funded Projects must also be in compliance with the Manual on Uniform Traffic Control Devices (latest version).

3315.4 Construction fencing placement. All barricades and construction fencing shall be in place at all times when a project worker, owner, or other agent is not present.

3315.5 Temporary construction fences. No construction fence may be erected until the Building Official approves a site plan depicting the materials, location and access gates.

3315.6 Duration and removal of temporary construction fences. Construction fences may not be erected more than thirty (30) calendar days prior to the commencement of construction and must be approved by the Building Official prior to the construction of the fence. Construction fences must be constructed and maintained to the requirements of Chapter 33. The fence must be removed and the site restored to the requirements of Sections 302 and 304 of the Property Maintenance Code of University City no later than ten (10) days after completion of the construction, or no later than thirty (30) days after construction has not commenced.

3315.7 Construction fence encroachments. No temporary construction fence shall encroach beyond the subject property line. Furthermore, no fence shall encroach upon the public right-of-way without the written approval of the Public Works and Parks Director.

Section 2. That Chapter 500, Article II “Residential Code” of the University City Municipal Code is hereby amended by repealing Article II thereof, and enacting in lieu thereof a new Article II “Residential Code”, which shall read as follows:

Chapter 500, Article II

Residential Code

500.030 - Adoption.

The International Residential Code, 2018 Edition, including appendices E, F, H, J, K, M, N, O, Q, R, S and T as published by the International Code Council, Inc., one copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Residential Code of the City of University City, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 500.040 of this chapter.

500.040 - Additions, insertions, deletions and amendments.

The following numbered sections and subsections of the International Residential Code, 2018 Edition, including appendices E, F, H, J, K, M, N, O, Q R, S, and T as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and changes so that such sections and subsections shall read as follows:

(CHAPTER 1 SCOPE AND ADMINISTRATION)

(SECTION R101 TITLE, SCOPE AND PURPOSE)

R101.1 Title. These regulations shall be known as the Residential Code of the City of University City, Missouri, and shall be cited as such and will be referred to herein as "this Code".

(SECTION R103 DEPARTMENT OF BUILDING SAFETY)

R103.1 Enforcement agency. The term "Department of Building Safety" whenever employed herein shall be construed to mean the Department of Planning & Development of the City of University City, Missouri. The term "Building Official" shall be construed to mean the Building Commissioner of the City of University City, Missouri or the duly authorized representative of the Building Commissioner.

(SECTION R105 PERMITS)

R105.1 Required. University City Building Code Section 105.1 shall define when a permit is required for this Code.

R105.2 Work exempt from permit. University City Building Code Section 105.2 shall define work exempt from permit.

R105.3.3 Rejected application. Rejected applications will be held on file for 60 days after the date of rejection. If the required information or corrections are not received within this period of time, the application shall be deemed to have been abandoned.

R105.8 Coordination with other jurisdictions. Where a building, structure, or premises is constructed partially outside the City limits, the Building Official shall be authorized to enter into agreements with the adjoining Code jurisdictions to avoid duplication of permits, inspections and fees.

R105.10 Homeowner permits. Permits may be issued to homeowners complying with the following requirements:

R105.10.1 Electrical homeowner permits. A permit may be issued to the owner or to a member of the owner's immediate family (defined as a spouse, domestic partner, sibling, parent, or child of the subject person) for the repair or modification (including the installation of additional fixtures, outlets and circuits) of an existing electrical system on the premises of a detached single-family dwelling, including accessory structures where the applicant meets all of the following requirements:

- The dwelling shall be designed and used solely for living purposes.
- The dwelling shall be legally occupied by the permit applicant.
- The permit applicant shall personally perform all required work.
- The permit applicant is registered with the City of University City as a homeowner contractor.

Exception: A homeowner's permit shall not be issued for installing equipment on the service side of the main breaker (including the installation of the main panel), generators directly tied to the building power, solar photovoltaic systems directly tied to the building power or any feeder circuit over 60 amps.

R105.10.2 Plumbing homeowner permits. A permit shall be issued to the owner or to a member of the owner's immediate family (defined as a spouse, domestic partner, sibling, parent, or child of the subject person) for the repair or modification (including the installation of additional fixtures) of an existing plumbing or drainage system on the premises of a detached single-family dwelling, including accessory structures where the applicant meets all of the following requirements:

- The dwelling shall be designed and used solely for living purposes.
- The dwelling shall be legally occupied by the permit applicant.
- The permit applicant shall personally perform all required work.
- The permit applicant is registered with the City of University City as a homeowner contractor.

Exception: A homeowner's permit shall not be issued for the installation or repair of sewer laterals or building drains, the installation or repair of the water service from the main to the point where it enters the main structure, or the installation of any gray-water system.

R105.10.3 Owner work knowledge. Prior to the issuance of a permit under this Section, the Building Official shall determine that the request for a permit complies with the foregoing provisions and that the applicant has the necessary knowledge and ability to perform the proposed work in accordance with Code requirements.

R105.10.4 Work compliance. The permit may be revoked by the Building Official if it is determined that work under the permit is not being properly performed or that the application or applicant did not comply or no longer complies with this Section. Upon such revocation, the property owner may be required by the Code Official to proceed immediately to procure a licensed electrician/plumber to correct or complete the work.

R105.10.5 Modification of this Code. This Section does not authorize a waiver or modification of any provision of this Code relating to the materials design, installation or practice of electrical work, or to the preparation and approval of plans, or to required fees for permits, inspections or re-inspections.

(SECTION R106 CONSTRUCTION DOCUMENTS)

R106.1 Submittal documents. Construction documents, special inspection and structural observation programs, and other data shall be submitted in one or more sets with each application for a permit. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the Building Official is authorized to require additional construction documents to be prepared by a registered design professional.

Exception: Construction documents otherwise meeting the requirements of this Section which are submitted for a project, the details of which otherwise conform to the requirements of this Code, but whose documented estimated cost does not exceed \$25,000, need not have a design professional's stamp affixed. The issuance of a permit based on such documents does not relieve their originator from otherwise complying with applicable state laws concerning professional practice by unlicensed individuals. When the documented project cost estimate exceeds \$25,000, or where special conditions exist, the Building Official will require the submittal of construction documents prepared by a registered design professional, as indicated by his or her stamp and signature or their authorized facsimiles appearing on each document in accordance with applicable state laws.

R106.6 Grading and drainage. The site plan shall provide sufficient detail to determine compliance with site grading and storm water drainage provisions of this Code and of applicable ordinances for the control, drainage and discharge of storm water.

R106.7 Visits to site. When so directed by the Building Official or when required by the special inspection provisions of this Code, the registered design professional shall make visits to the site at intervals appropriate to the stage of the construction components requiring controlled materials; or to determine whether the work is proceeding in accordance with the construction of documents approved for the building permit. The registered design professional shall periodically submit reports to the Code Official showing the results of such periodic visits.

(SECTION R108 FEES)

R108.2 Schedule of permit fees. Fees shall be required in accordance with the Building, Mechanical, Electrical, Plumbing, Energy Conservation, or other applicable Code.

R108.6 Surcharge for work started without a permit. In case any work for which a permit is required by this Code is substantially started or proceeded without first obtaining said permit, the total normal fees applicable shall be increased by an amount equal to the permit fee; except that the surcharge amount shall not be less than \$35.00 nor more than \$1000.00 for each permit.

(SECTION R109 INSPECTIONS)

R109.1.5.1 Extra inspections. In addition to the inspections normally provided, the Building Official shall require that additional inspections or reinspection's be conducted due to noncompliance with Code requirements or due to work which is not ready for inspection or not accessible for inspection at the time of a scheduled inspection. Fees for such additional inspections shall be assessed and paid prior to scheduling the next inspection.

R109.2 Inspection agencies. The Building Official is authorized to accept reports of approved inspection agencies, provided such agencies satisfy the requirements as to qualification and reliability. All such reports must be received by the Department of Planning & Development within 72 hours of the inspection or as approved by the Building Official. All fees and costs related to the performance of special inspections services shall be the responsibility of the owner.

R109.2.1 Third-party inspections. All third-party inspections shall be in accordance with Section 110.4.1 of the Building Code of University City.

(SECTION R112 BOARD OF APPEALS)

R112.1 General. University City Building Code Section 113 shall be applicable for all appeals involving this Code.

R112.2 Limitations on authority. Delete in its entirety.

R112.3 Qualifications. Delete in its entirety.

R112.4 Administration. Delete in its entirety.

(SECTION R113 VIOLATIONS)

R113.4 Violation penalties. Any person who shall violate a provision of this Code, or who shall fail to comply with any of the requirements thereof, or who shall erect, move, construct, alter, remove, demolish or repair a structure in a manner that is not in compliance with an approved plan or directive of the Building Official, or of a permit or certificate issued under the provisions of this Code, or who shall start any work requiring a permit without first obtaining the permit therefore, or who shall continue any work in or about a structure after having been served a stop-work order, except such work as that person has been directed to perform to remove a violation or unsafe condition; or any owner or tenant of a building or premises, or any other person, who takes part or assists in any violation of this Code or who has charge of any building, premises, or part thereof in which such violation shall exist, shall upon conviction thereof be subject to the penalties provided in Section 100.190 of the University City Municipal Code. Each day that a violation continues after a notice is served shall be deemed a separate offense.

(SECTION R190 QUALIFICATIONS OF CONTRACTORS)

R190.1 Contractor registration. Anyone performing under the scope of this Code is required to be registered as a contractor with the City of University City. Registrations, other than homeowner contractors, are for a term of one year and may be renewed per year thereafter.

R190.1.1 Homeowner contractor registration. Registration as a homeowner contractor shall be valid for a period of two years.

R190.1.2 Homeowner contractor renewal. Renewal of homeowner registrations shall be granted only where authorized by the Building Commissioner. The Building Commissioner is not required to authorize renewal where the history of work completed by the homeowner contractor has not historically met the requirements of the code.

R190.1.2 Homeowner contractor competence. The Building Commissioner is authorized to determine competence of the homeowner contractor applicant and to determine whether a registration shall be issued based on the findings. Methods of determining competence include, but are not limited to, testing, interviewing, and previous project history.

R190.2 Contractor registration fee. Registration fees shall be charged as provided by the Section 109 of Building Code of University City.

R190.3 Suspension and revocations of registration. The Building Commissioner shall have the power to revoke or suspend any registration upon satisfactory proof that the holder of such registration shall have obtained the same by fraud or misrepresentation, or failed or refused to comply with the provisions of this Code after written notice given by the Building Commissioner, or has been convicted of any violation of this Code, including but not limited to, applying for permits and not doing the work, regularly performing work contrary to Code, performing work without first obtaining the required permit, failing to regularly obtain the required final inspection, or allowing unsafe conditions to exist on a jobsite.

R190.3.1 Warning of suspension and revocation. Contractors that perform work that warrants suspension and revocation shall first receive a warning letter notifying the contractor of their suspended status and providing 30 days to correct the situation leading to suspension. Letters placed in the mail shall be considered as sent and received.

R190.3.2 Period of revocation. Contractors that fail to make improvement during suspension shall be revoked indefinitely unless reinstated by the Building Commissioner.

R190.3.3 Reinstatement. The Building Commissioner shall have the ability to reinstate a contractor if the contractor can provide sufficient evidence to the Building Commissioner that the reason for suspension or revocation is no longer present.

R190.3.4 Appeal of a suspension or revocation. Suspended or revoked contractors shall have the right to appeal the finding of the Building Commissioner to the Board of Appeals. The Board of Appeals shall have the right to affirm the decision of the Building Commissioner or reinstate the contractor.

R190.4 Use of registrant's name by another. No person registered with the City as a contractor shall allow his or her name to be used by another person either for the purpose of obtaining permits, or for doing business, or other work under the registration. Every person registered shall provide the Building Commissioner their St. Louis County license number, expiration date, the business and mailing address, the name under which such business is conducted, and shall give immediate notice to the Building Commissioner of any change.

R190.5 Qualifications of contractors and workers. The Building Commissioner shall not be required to issue a permit unless the contractor and workers are qualified to carry out the proposed work in accordance with the requirements of this Code. Refusal or inability to comply with Code requirements on other work shall be considered as evidence of lack of such qualifications.

(SECTION R191 PLUMBING CONTRACTOR LICENSE)

R191.1 Application for plumbing permit. All contractors applying for permits to perform plumbing work governed by the scope of this Code shall be licensed and bonded by St. Louis County as a master plumber, and the contractor shall be registered by the City of University City.

Exceptions:

1. Work, repairs or installations that are specifically exempt from permit requirements.
2. Work performed under a homeowner's permit as indicated in Section R105.91.
3. Installation or replacement of domestic water heaters.
4. The installation, maintenance, extension or repair of processed drain systems, or piping, drains, drainage systems, or facilities for mechanical manufacturing, industrial processing refrigeration, heating, air conditioning, sprinkler or sprinkler system purposes, or parts, materials, devices or appurtenances in connection therewith or for the utilization or operation thereof, provided, however, final connection of any such system or line to a water line containing potable water or to a drainage line containing any form of human waste shall be done by a licensed person as stated herein.

R191.2 Application for plumbing permit for drain laying. All contractors applying for permits to perform drain laying work governed by the scope of this Code shall be licensed and bonded by St. Louis County as a master drainlayer, and the contractor shall be registered by the City of University City.

Exceptions:

1. Work, repairs or installations that are specifically exempt from permit requirements.
2. Work performed under a homeowner's permit as indicated in Section R105.91.
3. Installation or replacement of domestic water heaters.
4. The installation, maintenance, extension or repair of processed drain systems, or piping, drains, drainage systems, or facilities for mechanical manufacturing, industrial processing refrigeration, heating, air conditioning, sprinkler or sprinkler system purposes, or parts, materials, devices or appurtenances in connection therewith or for the utilization or operation thereof, provided, however, final connection of any such system or line to a water line containing potable water or to a drainage line containing any form of human waste shall be done by a licensed person as stated herein.

R191.3 Licensed contractors required to perform plumbing and drain laying. No person who is not a licensed master plumber, a licensed journeyman, or a registered plumber apprentice working under the direction of a licensed master plumber shall engage in or perform any plumbing work with the exception of repairs which involve only the working parts of a faucet or valve; the clearance of stoppages; the installation of domestic water heaters; or the installation, maintenance, extension or repair of processed drains, processed drain facilities, processed drain systems, or piping, drains, drainage systems, or facilities for mechanical manufacturing, industrial processing, refrigeration, heating, air conditioning, sprinkler or sprinkling system purposes, or parts, materials, devices or appurtenances in connection therewith or for the utilization or operation thereof; provided, however, final connection of any such system or line to a drainage line containing any form of human waste shall be done by a licensed person as stated herein. No person who is not a licensed master drainlayer shall engage in the business of drain laying.

R191.4 Work by firms or corporations. Any firm or corporation engaged in the business of plumbing shall employ a master plumber, registered as herein provided, as a responsible official and permit applicant. Any firm or corporation engaged in the business of drain laying shall employ a master drainlayer, registered as herein provided, as a responsible official and permit applicant.

(SECTION R192 ELECTRICAL CONTRACTOR LICENSE)

R192.1 Application for electrical permit. All contractors applying for permits to perform electrical work governed by the scope of this Code shall be licensed and bonded by St. Louis County as a master electrician, and the contractor shall be registered by the City of University City.

Exceptions:

1. Work, repairs or installations that are specifically exempt from permit requirements.
2. Work performed under a homeowner's permit as indicated in Section R105.91.

R192.2 Licensed contractors required to perform electrical installations. No person who is not a licensed master electrician, a licensed journeyman, or a registered electrician apprentice working under the direction of a licensed master electrician shall engage in or perform any electrical work with the exception of work that does not require a permit and low voltage installations in existing buildings.

R192.3 Work by firms or corporations. Any firm or corporation engaged in the business of electrical contracting shall employ a master electrician, registered as herein provided, as a responsible official and permit applicant.

(CHAPTER 3 BUILDING PLANNING)

(SECTION R301 DESIGN CRITERIA)

**TABLE R301.2(1)
CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA**

GROUND SNOW LOAD		20 PSF
WIND LOAD	SPEED (MPH)	90 MPH
	TOPOGRAPHIC EFFECTS	NO
SEISMIC DESIGN CATEGORY		C
SUBJECT TO DAMAGE FROM	WEATHERING	SEVERE
	FROST LINE DEPTH	30
	TERMITE	MODERATE TO HEAVY
WINTER DESIGN TEMPERATURE		6° F (-14° C) EXT.
ICE BARRIER UNDERLAYMENT REQUIRED		NO
FLOOD HAZARDS		CONTACT PUBLIC WORKS AND PARKS DEPARTMENT
AIR FREEZING INDEX		1000
MEAN ANNUAL TEMPERATURE		56.3

(SECTION R302 FIRE-RESISTANT CONSTRUCTION)

R302.2 Townhouses. Each townhouse shall be considered a separate building and shall be separated by fire-resistance rated wall assemblies meeting the requirements of Section R302.1 for exterior walls.

Exception:

1. Where the entire adjoining units are sprinklered in accordance with Section R313, a common 1-hour fire-resistance-rated wall assembly in accordance with Section R302.2.90 may be utilized.
2. Where any adjoining unit or a portion thereof is not sprinklered in accordance with Section R313, a common 2-hour fire-resistance-rated wall assembly in accordance with Section R302.2.90 may be utilized.

R302.2.15 Special separations. In accordance with the Exception on Section R302.2, fire-resistance-rated wall assemblies shall be tested in accordance with ASTM E 119 or UL 263 if such walls do not contain plumbing or mechanical equipment, ducts or vents in the cavity of the common wall. The wall shall be rated for fire exposure from both sides and shall extend to and be tight against exterior walls and the underside of the roof sheathing. Electrical installations shall be installed in accordance with Chapters 34 through 43. Penetrations of electrical outlet boxes shall be in accordance with Section R302.4.

(SECTION R309 GARAGES AND CARPORTS)

R309.5 Fire sprinklers. Where applicable by section R313.90, private garages shall be protected by fire sprinklers where the garage wall has been designed based on Table R302.1(2), Footnote a. Sprinklers in garages shall be connected to an automatic sprinkler system that complies with Section P2904. Garage sprinklers shall be residential sprinklers or quick-response sprinklers, designed to provide a density of 0.05 gpm/ft². Garage doors shall not be considered obstructions with respect to sprinkler placement.

(SECTION R310 EMERGENCY ESCAPE AND RESCUE OPENINGS)

R310.90 Alterations and additions. All unfinished areas and reconfigured spaces converted to sleeping rooms and unfinished basement spaces being converted to habitable space shall have emergency escape and rescue openings.

Exception:

1. Unfinished basement spaces being converted to habitable space other than sleeping rooms when
1) smoke detectors installed in accordance with the Residential Code, in addition to those required by applicable Codes, are installed in each room/space of the basement, and 2) the stairway to the basement is protected by a minimum 5/8" type X drywall completely encasing the stairs.
2. The area being finished is completely covered by a sprinkler system complying with Section R313 Automatic Fire Sprinkler Systems.+

(SECTION R311 MEANS OF EGRESS)

R311.2 Egress door. At least two egress doors shall be provided for each dwelling unit. The egress door shall be side-hinged and shall provide a minimum clear width of 32 inches (813 mm) when measured between the face of the door and the stop, with the door open 90 degrees (1.57 rad). The minimum clear height of the door opening shall not be less than 78 inches (1981 mm) in height measured from the top of the threshold to the bottom of the stop. Other doors shall not be required to comply with these minimum dimensions. Egress doors shall be readily openable from inside the dwelling without the use of a key or special knowledge or effort.

(SECTION R312 GUARDS AND WINDOW FALL PROTECTION)

R312.3 Guard design. Guards shall not have an ornamental pattern that would provide a ladder effect.

(SECTION R313 AUTOMATIC FIRE SPRINKLER SYSTEMS)

R313.1 Townhouse automatic fire sprinkler systems. An automatic residential fire sprinkler system shall be installed in townhouses where applicable to Section R313.3.

Exception: An automatic residential fire sprinkler system shall not be required for additions or alterations to existing townhouses that do not have an automatic residential fire sprinkler system installed.

R313.2 One- and two-family dwellings automatic fire systems. An automatic residential fire sprinkler system shall be installed in one- and two-family dwellings where applicable to Section R313.3.

Exception: An automatic residential fire sprinkler system shall not be required for additions or alterations to existing one- and two-family dwellings that do not have an automatic residential fire sprinkler system installed.

R313.3 Mandatory option. A builder of single-family dwellings or residences or multi-unit dwellings of four or fewer units shall offer to any purchaser on or before the time of entering into the purchase contract the option, at the purchaser's cost, to install or equip fire sprinklers in the dwelling, residence or unit. No purchaser of such a single-family dwelling, residence, or multi-unit dwelling shall be denied the right to choose or decline to install a fire sprinkler system in such dwelling or residence being purchased.

(SECTION R322 FLOOD-RESISTANT CONSTRUCTION)

R322.90 Certified elevations. Any building to be constructed in a flood hazard zone, other than alterations or additions to existing one-or two-family dwellings, shall have the lowest habitable floor certified as required by Chapter 410 of the Municipal Code by a Registered Engineer or licensed Land Surveyor who is licensed in the State of Missouri, before approval of the required foundation inspection shall be given.

(SECTION R328 CONSTRUCTION SAFEGUARDS)

R328.1 Temporary construction fencing. Construction fencing shall be installed as applicable with Section 3315 of the Building Code of University City.

(SECTION R329 CONSTRUCTION SITE SANITARY FACILITIES)

R329.1 Construction site sanitary facilities. Any new construction, additions, alterations, and/or construction-like activities shall require job-site toilet facilities. These activities shall include, but shall not be limited to, all new construction, remodeling, long-term excavation, long-term demolition, additions, etc.

R329.2 General. All portable toilets installed must comply with ANSI Z4.3. Job-site toilets must be available at the start of the project. The Building Official will notify the contractor if a portable toilet is required for the project during the plan review process.

R329.3 Location. All portable toilets must be located within the confines of the construction site.

R329.4 Maintenance. Facilities must be maintained in a sanitary condition during the course of the project and in accordance with ANSI Z4.3.

R329.5 Removal. All portable toilets must be removed prior to the final inspection.

(SECTION R403 FOOTINGS)

R403.1.4.1 Frost protection. Except where otherwise protected from frost, foundation and other permanent supports of buildings and structures shall be protected from frost by one or more of the following methods:

1. Extended below the frost line of 30" below grade.
2. Constructed in accordance with ASCE 32; or
3. Erected on solid rock.

Exception:

3. Free standing structures of less than 125 square feet in area, less than 10 feet in height, and more than 5 feet from other structures.
4. Decks not supported by a dwelling need not be provided with footings that extend below the frost line. Deck footings closer than 5'-0" to a structure must bear at the same elevation as the footing of the adjacent structure.

(SECTION P2503 INSPECTIONS AND TESTS)

P2503.1.1 Existing building sewers and drains. When 75% of a plumbing waste system has been replaced, a licensed plumbing contractor shall submit a narrated video of the entire building drain and sewer to the Code Official in the Department of Planning & Development for review. If the sewer is not obstructed and is not in danger of collapse, it shall be approved for continued use.

P2503.6 Shower liner test. Delete in its entirety.

(SECTION P3390 STORMWATER)

P3304.1 Residential storm water. In addition to the requirements of this chapter, storm drainage from residential properties governed by this Code shall comply as applicable to the storm drainage provisions of Chapter 11 of the Plumbing Code of University City.

(SECTION E3901 RECEPTACLE OUTLETS)

E3901.12 HVAC outlet. A 125-volt, single-phase, 15- or 20- ampere-rated receptacle outlet shall be installed at an accessible location for the servicing of heating, air-conditioning and refrigeration equipment. The receptacle shall be located on the same level and within 25 feet (7620 mm) of the heating, air-conditioning and refrigeration equipment. The receptacle outlet shall not be connected to the load side of the HVAC equipment disconnecting means.

Exception:

1. A receptacle outlet shall not be required for the servicing of evaporative coolers.
2. Replacement of existing mechanical equipment with like equipment not requiring re-wiring that is either in the basement or at grade on the exterior shall not require the installation of the HVAC outlet.

Section 3. That Chapter 500, Article III “Existing Building Code” of the University City Municipal Code is hereby amended by repealing Article III thereof, and enacting in lieu thereof a new Article III “Existing Building Code”, which shall read as follows:

Chapter 500, Article III

Existing Building Code

500.050 - Adoption.

The International Existing Building Code, 2018 Edition, as published by the International Code Council, Inc., one copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Existing Building Code of the City of University City, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 500.060 of this chapter.

500.060 - Additions, insertions, deletions and amendments.

The following numbered sections and subsections of the International Existing Building Code, 2018 Edition, as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and changes so that such sections and subsections shall read as follows:

(CHAPTER 1 SCOPE AND ADMINISTRATION)

(SECTION 101 GENERAL)

101.1 Title. This Code shall be known as the Existing Building Code of the City of University City, Missouri. It is referred to herein as "this Code".

(SECTION 103 DEPARTMENT OF BUILDING SAFETY)

103.1 Creation of enforcement agency. The term "Building Official" or "Code Official" shall be construed to mean the Building Commissioner of the City of University City, Missouri or the duly authorized representative of the Building Commissioner.

(SECTION 105 PERMITS)

105.1 Required. Required permits shall comply with Section 105.1 of the Building Code of University City.

105.2 Work exempt from permit. Work exempt from permits shall comply with Section 105.2 of the Building Code of University City.

105.3.3 Rejected application. Rejected applications will be held on file for 60 days after the date of rejection. If the required information or corrections are not received within this period of time, the application shall be deemed to have been abandoned.

105.8 Coordination with other jurisdictions. Where a building, structure, or premises is added to, altered or modified partially outside the city limits, the Building Official shall be authorized to enter into agreements with the adjoining Code jurisdictions to avoid duplication of permits, inspections and fees.

(SECTION 108 FEES)

108.2 Schedule of permit fees. Fees shall be required in accordance with the Building, Residential, Mechanical, Electrical, Plumbing, Energy Conservation, or other applicable code.

108.4 Surcharge for work started without a permit. In case any work for which a permit is required by this Code is substantially started or proceeded without first obtaining said permit, the total normal fees applicable shall be increased by an amount equal to the permit fee; except that the surcharge amount shall not be less than \$35.00 nor more than \$1000.00 for each permit.

(SECTION 109 INSPECTIONS)

109.3.8.1 Extra inspections. In addition to the inspections normally provided, the Building Official shall require that additional inspections or reinspections be conducted due to noncompliance with Code requirements or due to work which is not ready for inspection or not accessible for inspection at the time of a scheduled inspection. Fees for such additional inspections shall be assessed and paid prior to scheduling the next inspection.

109.4 Inspection agencies. The Building Official is authorized to accept reports of approved inspection agencies, provided such agencies satisfy the requirements as to qualification and reliability. All such reports must be received by the Department of Planning & Development within 72 hours of the inspection or as approved by the Building Official. All fees and costs related to the performance of special inspections services shall be the responsibility of the owner.

109.4.1 Third-party inspections. All third-party inspections shall be in accordance with Section 110.4.1 of the Building Code of University City.

109.7 Visits to site. When so directed by the Building Official or when required by the special inspection provisions of this Code, the registered design professional shall make visits to the site at intervals appropriate to the stage of the construction components requiring controlled materials; or to determine whether the work is proceeding in accordance with the construction of documents approved for the building permit. The registered design professional shall periodically submit reports to the Building Official showing the results of such periodic visits.

109.8 Workmanship. Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of this Code shall be executed and installed in a workmanlike manner in compliance with this Code, in accordance with industry standards, and in accordance with the manufacturer's installation instructions.

(SECTION 112 BOARD OF APPEALS)

112.1 General. University City Building Code Section 113 shall be applicable for all appeals involving this Code.

112.2 Limitations on authority. Delete in its entirety.

112.3 Qualifications. Delete in its entirety.

(SECTION 113 VIOLATIONS)

113.4 Violation penalties. Any person who shall violate a provision of this Code, or who shall fail to comply with any of the requirements thereof, or who shall erect, move, construct, alter, remove, demolish or repair a structure in a manner that is not in compliance with an approved plan or directive of the Building Official, or of a permit or certificate issued under the provisions of this Code, or who shall start any work requiring a permit without first obtaining the permit therefore, or who shall continue any work in or about a structure after having been served a stop-work order, except such work as that person has been directed to perform to remove a violation or unsafe condition; or any owner or tenant of a building or premises, or any other person, who takes part or assists in any violation of this Code or who has charge

of any building, premises, or part thereof in which such violation shall exist, shall upon conviction thereof be subject to the penalties provided in Section 100.190 of the University City Municipal Code. Each day that a violation continues after a notice is served shall be deemed a separate offense.

(SECTION 117 DEMOLITION)

117.1 General. All demolitions by the City as the result of a nuisance hearing shall be in accordance with Section 110 of the Property Maintenance Code.

117.2 Notices and orders. Delete in its entirety.

117.3 Failure to comply. Delete in its entirety.

117.4 Salvage materials. Delete in its entirety.

(SECTION 190 QUALIFICATIONS OF CONTRACTORS)

190.1 Contractor registration. Anyone performing work in the scope of the Code is required to be registered as a contractor with the City of University City. Registrations are for a term of one year and may be renewed per year thereafter.

190.2 Contractor registration fee. Registration fees shall be charged as provided by the Section 109 of the Building Code.

190.3 Suspension and revocations of registration. The Building Commissioner shall have the power to revoke or suspend any registration upon satisfactory proof that the holder of such registration shall have obtained the same by fraud or misrepresentation, or failed or refused to comply with the provisions of this Code after written notice given by the Building Commissioner, or has been convicted of any violation of this code, including but not limited to, applying for permits and not doing the work, regularly performing work contrary to Code, performing work without first obtaining the required permit, failing to regularly obtain the required final inspection, or allowing unsafe conditions to exist on a jobsite.

190.3.1 Warning of suspension and revocation. Contractors that perform work that warrants suspension and revocation shall first receive a warning letter notifying the contractor of their suspended status and providing 30 days to correct the situation leading to suspension. Letters placed in the mail shall be considered as sent and received.

190.3.2 Period of revocation. Contractors that fail to make improvement during suspension shall be revoked indefinitely unless reinstated by the Building Commissioner.

190.3.3 Reinstatement. The Building Commissioner shall have the ability to reinstate a contractor if the contractor can provide sufficient evidence to the Building Commissioner that the reason for suspension or revocation is no longer present.

190.3.4 Appeal of a suspension or revocation. Suspended or revoked contractors shall have the right to appeal the finding of the Building Commissioner to the Board of Appeals. The Board of Appeals shall have the right to affirm the decision of the Building Commissioner or reinstate the contractor.

190.4 Use of registrants name by another. No person registered with the City as a contractor shall allow his or her name to be used by another person either for the purpose of obtaining permits, or for doing business, or other work under the registration. Every person registered shall provide the Building Commissioner their business and mailing address, the name under which such business is conducted, and shall give immediate notice to the Building Commissioner of any change.

190.5 Qualifications of contractors and workers. The Building Commissioner shall not be required to issue a permit unless the contractor and workers are qualified to carry out the proposed work in accordance with the requirements of this Code. Refusal or inability to comply with Code requirements on other work shall be considered as evidence of lack of such qualifications.

Section 4. That Chapter 500, Article IV “Mechanical Code” of the University City Municipal Code is hereby amended by repealing Article IV thereof, and enacting in lieu thereof a new Article IV “Mechanical Code”, which shall read as follows:

Chapter 500, Article IV Mechanical Code

500.070 - Adoption.

The International Mechanical Code, 2018 Edition, as published by the International Code Council, Inc., one copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Mechanical Code of the City of University City, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 500.080 of this chapter.

500.080 - Additions, insertions, deletions and amendments.

The following numbered sections and subsections of the International Mechanical Code, 2018 Edition, as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and changes so that such sections and subsections shall read as follows:

(CHAPTER 1 SCOPE AND ADMINISTRATION)

(SECTION 101 GENERAL)

101.1 Title. These regulations shall be known as the Mechanical Code of the City of University City, Missouri, referred to hereinafter as "this Code".

(SECTION 103 DEPARTMENT OF INSPECTION)

103.1 General. The term "Department of Inspection" whenever employed herein shall be construed to mean the Department of Planning & Development of the City of University City, Missouri. The term "Code Official" shall be construed to mean the Building Commissioner of the City of University City, Missouri or the duly authorized representative of the Building Commissioner.

(SECTION 106 PERMITS)

106.5.2 Fee schedule. The fee charged for each mechanical permit shall be as scheduled below. Permit fees are intended to cover the cost of application processing, plan examination permit issuance, routine inspections, final inspection approval, record keeping, and a pro rata share of overhead costs. The non-refundable application fee charged for each permit shall be thirty-five dollars (\$35.00) per unit.

All permit applications shall be accompanied by complete payment. Processing amendments to permits, including related plan review, shall be charged at the rate indicated and may include processing costs of forty dollars (\$40.00) per hour or fraction of an hour. This charge may be waived for minor changes resulting from an inspection defect notice.

Additional inspections, such as reinspections due to defective work or for inspections scheduled by the permit holder when work is not ready for inspection, shall be charged at the rate of thirty-five dollars (\$35.00) per hour or fraction of an hour.

Sprinkler / standpipe system (per system)	\$120.00
Geothermal system (per system)	90.00
Fire suppression system (per system)	70.00
Rooftop unit, rooftop furnace, chiller, or cooling tower (each)	50.00
Residential furnace, air handler, boiler, ductwork installation, natural gas fireplace (including associated gas piping), new ductwork (if installed without an appliance), or ductless split system (each)	40.00
Heat exchanger, exhaust hood, package terminal AC unit, condensing unit, or residential AC condensing unit (each)	5.00
Radiant baseboard heater, radiant floor heating system, unit heater, exhaust fan, or pump (each)	5.00
Duct terminal unit (VAV, fan-powered, etc.), fire damper, or smoke damper (each)	5.00
Mechanical for new multi-family residential construction permit (per unit)	100.00

106.5.3 Fee refunds. The code official is authorized to establish a refund policy.

106.6 Qualifications of contractors and workers. The code official shall not be required to issue a permit unless the contractor and workers are qualified to carry out the proposed work in accordance with the requirements of this Code. Refusal or inability to comply with Code requirements on other work shall be considered as evidence of lack of such qualifications.

(SECTION 107 INSPECTIONS AND TESTING)

107.1.2 Third-party inspections. All third-party inspections shall be in accordance with Section 110.4.1 of the Building Code of University City.

107.7 Extra inspections. In addition to the inspections normally provided, the code official shall require that additional inspections or re-inspections be conducted due to noncompliance with Code requirements or due to work which is not ready for inspection or not accessible for inspection at the time of a scheduled inspection. Fees for such additional inspections shall be assessed and paid prior to scheduling the next inspection.

(SECTION 108 VIOLATIONS)

108.4 Violation penalties. Persons who shall violate a provision of this Code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair mechanical work in violation of the approved construction documents or directive of the code official, or of a permit or certificate issued under the provision of this Code, shall be guilty of an ordinance violation, punishable as provided in Section 100.190 of the University City Municipal Code. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

108.5 Stop work orders. Upon notice from the \Code Official that work is being done contrary to the provisions of this Code or in a dangerous or unsafe manner, such work shall immediately cease. Such notice shall be in writing and shall be given to the owner of the property, or to the owner's agent, or to the person doing the work. The notice shall state the conditions under which work is authorized to resume. Where an emergency exists, the Code Official shall not be required to give a written notice prior to stopping the work. Any person who shall continue any work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilty of an ordinance violation, punishable as provided in Section 100.190 of the University City Municipal Code.

(SECTION 109 MEANS OF APPEAL)

109.1 Application for appeal. University City Building Code Section 113 shall be applicable for all appeals involving this Code.

109.2 Membership of Board. Delete in its entirety.

109.2.1 Qualifications. Delete in its entirety.

109.2.2 Alternate members. Delete in its entirety.

109.2.3 Chairman. Delete in its entirety.

109.2.4 Disqualification of member. Delete in its entirety.

109.2.5 Secretary. Delete in its entirety.

109.2.6 Compensation of members. Delete in its entirety.

109.3 Notice of meeting. Delete in its entirety.

109.4 Open hearing. Delete in its entirety.

109.4.1 Procedure. Delete in its entirety.

109.5 Postponed hearing. Delete in its entirety.

109.6 Board decision. Delete in its entirety.

109.6.1 Resolution. Delete in its entirety.

109.6.2 Administration. Delete in its entirety.

109.7 Court review. Delete in its entirety.

(SECTION 190 QUALIFICATIONS OF CONTRACTORS)

190.1 Contractor registration. Anyone performing work in the scope of the Code is required to be registered as a contractor with the City of University City. Registrations are for a term of one year and may be renewed per year thereafter.

190.2 Contractor registration fee. Registration fees shall be charged as provided by Section 109 of the Building Code of University City.

190.3 Suspension and revocations of registration. The Building Commissioner shall have the power to revoke or suspend any registration upon satisfactory proof that the holder of such registration shall have obtained the same by fraud or misrepresentation, or failed or refused to comply with the provisions of this Code after written notice given by the Building Commissioner, or has been convicted of any violation of this Code, including but not limited to, applying for permits and not doing the work, regularly performing work contrary to Code, performing work without first obtaining the required permit, failing to regularly obtain the required final inspection, or allowing unsafe conditions to exist on a jobsite.

190.3.1 Warning of suspension and revocation. Contractors that perform work that warrants suspension and revocation shall first receive a warning letter notifying the contractor of their suspended status and providing 30 days to correct the situation leading to suspension. Letters placed in the mail shall be considered as sent and received.

190.3.2 Period of revocation. Contractors that fail to make improvement during suspension shall be revoked indefinitely unless reinstated by the Building Commissioner.

190.3.3 Reinstatement. The Building Commissioner shall have the ability to reinstate a contractor if the contractor can provide sufficient evidence to the Building Commissioner that the reason for suspension or revocation is no longer present.

190.3.4 Appeal of a suspension or revocation. Suspended or revoked contractors shall have the right to appeal the finding of the Building Commissioner to the Board of Appeals. The Board of Appeals shall have the right to affirm the decision of the Building Commissioner or reinstate the contractor.

190.4 Use of registrant's name by another. No person registered with the City as a contractor shall allow his or her name to be used by another person either for the purpose of obtaining permits, or for doing business, or other work under the registration. Every person registered shall provide the Building Commissioner their business and mailing address, the name under which such business is conducted, and shall give immediate notice to the Building Commissioner of any change.

190.5 Qualifications of contractors and workers. The Building Commissioner shall not be required to issue a permit unless the contractor and workers are qualified to carry out the proposed work in accordance with the requirements of this Code. Refusal or inability to comply with Code requirements on other work shall be considered as evidence of lack of such qualifications.

Section 5. That Chapter 500, Article V “Electrical Code” of the University City Municipal Code is hereby amended by repealing Article V thereof, and enacting in lieu thereof a new Article V “Electrical Code”, which shall read as follows:

Chapter 500, Article V Electrical Code

500.090 - Adoption.

Appendix K, Administration Provisions, of the International Building Code, 2018 Edition, as published by the International Code Council, Inc., one copy which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Electrical Code of the City of University City, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 500.100 of this chapter.

500.100 - Additions, insertions, deletions and amendments.

The following numbered sections and subsections of Appendix K of the International Building Code, 2018 Edition, as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and changes so that such sections and subsections shall read as follows:

(APPENDIX K ADMINISTRATIVE PROVISIONS)

(SECTION K101 GENERAL)

K101.1 Purpose. The purpose of this Code is to establish minimum requirements to safeguard public health, safety and general welfare by regulating and controlling the design, construction, installation, quality of materials, location, operation and maintenance or use of electrical systems and equipment.

These regulations shall be known as the Electrical Code of the City of University City, Missouri, referred to hereinafter as "this Code".

K101.3 Scope. This Code shall regulate the design, construction, installation, alteration, repairs, relocation, replacement, addition to, use or maintenance of electrical systems and equipment in all occupancies not regulated by the Residential Code of University City.

(SECTION K102 APPLICABILITY)

K102.90 Administration. Administration of this Code shall be in accordance with this Code and with Sections 101 through 190 of the Building Code.

(SECTION K106 REQUIRED INSPECTIONS)

K106.5 Final inspection.

The final inspection shall be made after all work required by the permit is completed.

(SECTION K111 ELECTRICAL PROVISIONS)

K111.1 Adoption. Electrical systems and equipment shall be designed, constructed and installed in accordance with 2017 National Fire Protection Association (NFPA) 70: National Electrical Code as applicable, except as otherwise provided in this Code.

K111.8 Heating, Air-Conditioning, and Refrigeration Equipment Outlet. A 125-volt, single-phase, 15- or 20- ampere-rated receptacle outlet shall be installed at an accessible location for the servicing of heating, air-conditioning, and refrigeration equipment. The receptacle shall be located on the same level and within 7.5 m (25 ft) of the heating, air-conditioning, and refrigeration equipment. The receptacle outlet shall not be connected to the load side of the equipment disconnecting means.

Exceptions:

1. A receptacle outlet shall not be required at one- and two-family dwellings for the service of evaporative coolers.
2. Replacement of existing mechanical equipment with like equipment not requiring rewiring that is either in the basement or at grade on the exterior shall not require the installation of the HVAC outlet.

(SECTION K190 QUALIFICATIONS OF CONTRACTORS)

K190.1 Contractor registration. Anyone performing under the scope of this Code is required to be registered as a contractor with the City of University City. Registrations are for a term of one year and may be renewed per year thereafter.

K190.2 Contractor registration fee. Registration fees shall be charged as provided by Section 109 of the Building Code of University City.

K190.3 Suspension and revocations of registration. The Building Commissioner shall have the power to revoke or suspend any registration upon satisfactory proof that the holder of such registration shall

have obtained the same by fraud or misrepresentation, or failed or refused to comply with the provisions of this Code after written notice given by the Building Commissioner, or has been convicted of any violation of this Code, including but not limited to, applying for permits and not doing the work, regularly performing work contrary to Code, performing work without first obtaining the required permit, failing to regularly obtain the required final inspection, or allowing unsafe conditions to exist on a jobsite.

K190.3.1 Warning of suspension and revocation. Contractors that perform work that warrants suspension and revocation shall first receive a warning letter notifying the contractor of their suspended status and providing 30 days to correct the situation leading to suspension. Letters placed in the mail shall be considered as sent and received.

K190.3.2 Period of revocation. Contractors that fail to make improvement during suspension shall be revoked indefinitely unless reinstated by the Building Commissioner.

K190.3.3 Reinstatement. The Building Commissioner shall have the ability to reinstate a contractor if the contractor can provide sufficient evidence to the Building Commissioner that the reason for suspension or revocation is no longer present.

K190.3.4 Appeal of a suspension or revocation. Suspended or revoked contractors shall have the right to appeal the finding of the Building Commissioner to the Board of Appeals. The Board of Appeals shall have the right to affirm the decision of the Building Commissioner or reinstate the contractor.

K190.4 Use of registrant's name by another. No person registered with the City as a contractor shall allow his or her name to be used by another person either for the purpose of obtaining permits, or for doing business, or other work under the registration. Every person registered shall provide the Building Commissioner their St. Louis County license number, expiration date, the business and mailing address, the name under which such business is conducted, and shall give immediate notice to the Building Commissioner of any change.

K190.5 Qualifications of contractors and workers. The Building Commissioner shall not be required to issue a permit unless the contractor and workers are qualified to carry out the proposed work in accordance with the requirements of this Code. Refusal or inability to comply with Code requirements on other work shall be considered as evidence of lack of such qualifications.

(SECTION K191 ELECTRICAL CONTRACTOR LICENSE)

K191.1 Application for electrical permit. All contractors applying for permits to perform electrical work governed by the scope of this Code shall be licensed and bonded by St. Louis County as a master electrician, and the contractor shall be registered by the City of University City.

K191.2 Licensed contractors required to perform electrical installations. No person who is not a licensed master electrician, a licensed journeyman, or a registered electrician apprentice working under the direction of a licensed master electrician shall engage in or perform any electrical work with the exception of work that does not require a permit and low voltage installations in existing buildings.

K190.3 Work by firms or corporations. Any firm or corporation engaged in the business of electrical contracting shall employ a master electrician, registered as herein provided, as a responsible official and permit applicant.

(SECTION K192 ELECTRICAL FEES)

K192.1 Fee schedule. The fee charged for each electrical permit shall be as scheduled below. Permit fees are intended to cover the cost of application processing, plan examination, permit issuance, routine inspections, final inspection approval, record keeping, and a pro rata share of overhead costs. The non-refundable application fee charged for each permit shall be thirty-five dollars (\$35.00) per unit.

All permit applications shall be accompanied by complete payment. Processing amendments to permits, including related plan review, shall be charged at the rate indicated and may include processing costs of forty dollars (\$40.00) per hour or fraction of an hour. This charge may be waived for minor changes resulting from an inspection defect notice.

A separate permit is required for each location served by a separate meter.

Additional inspections, such as re-inspections due to defective work or for inspections scheduled by the permit holder when work is not ready for inspection, shall be charged at the rate of thirty-five dollars (\$35.00) per hour or fraction of an hour.

Electrical for new single or two-family residential construction, per unit	\$275.00
Electrical for multi-family residential construction, per unit	130.00
Bathroom group	10.00
Kitchen group	25.00
Building addition	50.00
Basement remodel	50.00
Residential electrical panel	25.00
Commercial electrical panel	50.00
Temporary pole	25.00
Fire alarm	120.00
Generator, each	25.00

Section 6. That Chapter 500, Article VI “Plumbing Code” of the University City Municipal Code is hereby amended by repealing Article VI thereof, and enacting in lieu thereof a new Article VI “Plumbing Code”, which shall read as follows:

Chapter 500, Article VI

Plumbing Code

500.130 - Adoption.

The International Plumbing Code, 2018 Edition, as published by the International Code Council, Inc., one copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Plumbing Code of the City of University City, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 500.140 of this chapter.

500.140 - Additions, insertions, deletions and amendments.

The following numbered sections and subsections of the International Plumbing Code, 2018 Edition, as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and changes so that such sections and subsections shall read as follows:

(CHAPTER 1 SCOPE AND ADMINISTRATION)

(SECTION 101 GENERAL)

101.1 Title. These regulations shall be known as the Plumbing Code of the City of University City, Missouri, hereinafter referred to as "this Code".

(SECTION 103 DEPARTMENT OF PLUMBING INSPECTION)

103.1 General. The term "Department of Plumbing Inspection" whenever employed herein shall be construed to mean the Department of Planning & Development of the City of University City, Missouri. The term "Code Official" shall be construed to mean the Building Commissioner of the City of University City, Missouri or the duly authorized representative of the Building Commissioner.

(SECTION 106 PERMITS)

106.6.2 Fee schedule. The fee charged for each plumbing permit shall be as scheduled below. Permit fees are intended to cover the cost of application processing, plan examination, permit issuance, routine inspections, record keeping, and a pro rata share of overhead costs. The non-refundable application fee charged for each permit shall be thirty-five dollars (\$35.00) per unit.

All permit applications shall be accompanied by complete payment. Processing amendments to permits, including related plan review, shall be charged at the rate indicated and may include processing costs of forty dollars (\$40.00) per hour or fraction of an hour. This charge may be waived for minor changes resulting from an inspection defect notice.

Additional inspections, such as reinspections due to defective work or for inspections scheduled by the permit holder when work is not ready for reinspection, shall be charged at the rate of thirty-five dollars (\$35.00) per hour or fraction of an hour.

Plumbing for new single or two-family residential construction, per unit	290.00
Plumbing for new multi-family residential construction, per unit	140.00
Bathroom group (each)	60.00
Residential Kitchen group (each)	25.00
Commercial Kitchen group (each)	200.00
Building drain, sewer, fire service, or water service: repair, or replacement 50 feet or less (each)	10.00
Building drain, sewer, fire service, or water service: repair, or replacement over 50 feet (each)	40.00
Water heaters, stacks (per stack), gas piping, and backflow devices (each)	10.00
Water supply piping	20.00

106.6.3 Fee refunds. The Code Official is authorized to establish a refund policy.

(SECTION 107 INSPECTIONS AND TESTING)

107.1.2 Third-party inspections. All third-party inspections shall be in accordance with Section 110.4.1 of the Building Code of University City.

107.8 Extra inspections. In addition to the inspections normally provided, the Code Official shall require that additional inspections or reinspections be conducted due to noncompliance with Code requirements or due to work which is not ready for inspection or not accessible for inspection at the time of a scheduled inspection. Fees for such additional inspections shall be assessed and paid prior to scheduling the next inspection.

(SECTION 108 VIOLATIONS)

108.4 Violation penalties. Any person who shall violate a provision of this Code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair plumbing work in violation of the approved construction documents or directive of the Code Official, or of a permit or certificate issued under the provision of this Code, shall be guilty of an ordinance violation, punishable as provided in Section 100.190 of the University City Municipal Code. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

108.5 Stop work orders. Upon notice from the Code Official, work on any plumbing system that is being done contrary to the provisions of this Code or in a dangerous or unsafe manner shall immediately cease. Such notice shall be in writing and shall be given to the owner of the property, or to the owner's

agent, or to the person doing the work. The notice shall state the conditions under which work is authorized to resume. Where an emergency exists, the Code Official shall not be required to give a written notice prior to stopping the work. Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilty of ordinance violation, punishable as provided in Section 100.190 of the University City Municipal Code.

(SECTION 109 MEANS OF APPEAL)

109.1 Application for appeal. University City Building Code Section 113 shall be applicable for all appeals involving this Code.

109.2 Membership of board. Delete in its entirety.

109.2.1 Qualifications. Delete in its entirety.

109.2.2 Alternate members. Delete in its entirety.

109.2.3 Chairman. Delete in its entirety.

109.2.4 Disqualification of member. Delete in its entirety.

109.2.5 Secretary. Delete in its entirety.

109.2.6 Compensation of members. Delete in its entirety.

109.3 Notice of meeting. Delete in its entirety.

109.4 Open hearing. Delete in its entirety.

109.4.1 Procedure. Delete in its entirety.

109.5 Postponed hearing. Delete in its entirety.

109.6 Board decision. Delete in its entirety.

109.6.1 Resolution. Delete in its entirety.

109.6.2 Administration. Delete in its entirety.

109.7 Court review. Delete in its entirety.

(SECTION 190 QUALIFICATIONS OF CONTRACTORS)

190.1 Contractor registration. Anyone performing in the scope of this Code is required to be registered as a contractor with the City of University City. Registrations are for a term of one year and may be renewed per year thereafter.

190.2 Contractor registration fee. Registration fees shall be charged as provided by Section 109 of the Building Code of University City.

190.3 Suspension and revocations of registration. The Building Commissioner shall have the power to revoke or suspend any registration upon satisfactory proof that the holder of such registration shall have obtained the same by fraud or misrepresentation, or failed or refused to comply with the provisions of this code after written notice given by the Building Commissioner, or has been convicted of any violation of this Code, including but not limited to, applying for permits and not doing the work, regularly performing work contrary to Code, performing work without first obtaining the required permit, failing to regularly obtain the required final inspection, or allowing unsafe conditions to exist on a jobsite.

190.3.1 Warning of suspension and revocation. Contractors that perform work that warrants suspension and revocation shall first receive a warning letter notifying the contractor of their suspended status and providing 30 days to correct the situation leading to suspension. Letters placed in the mail shall be considered as sent and received.

190.3.2 Period of revocation. Contractors that fail to make improvement during suspension shall be revoked indefinitely unless reinstated by the Building Commissioner.

190.3.3 Reinstatement. The Building Commissioner shall have the ability to reinstate a contractor if the contractor can provide sufficient evidence to the Building Commissioner that the reason for suspension or revocation is no longer present.

190.3.4 Appeal of a suspension or revocation. Suspended or revoked contractors shall have the right to appeal the finding of the Building Commissioner to the Board of Appeals. The Board of Appeals shall have the right to affirm the decision of the Building Commissioner or reinstate the contractor.

190.4 Use of registrant's name by another. No person registered with the City as a contractor shall allow his or her name to be used by another person either for the purpose of obtaining permits, or for doing business, or other work under the registration. Every person registered shall provide the Building Commissioner their St. Louis County license number, expiration date, the business and mailing address, the name under which such business is conducted, and shall give immediate notice to the Building Commissioner of any change.

190.5 Qualifications of contractors and workers. The Building Commissioner shall not be required to issue a permit unless the contractor and workers are qualified to carry out the proposed work in accordance with the requirements of this Code. Refusal or inability to comply with Code requirements on other work shall be considered as evidence of lack of such qualifications.

(SECTION 191 PLUMBING CONTRACTOR LICENSE)

191.1 Application for plumbing permit. All contractors applying for permits to perform plumbing work governed by the scope of this Code shall be licensed and bonded by St. Louis County as a master plumber, and the contractor shall be registered by the City of University City.

191.2 Application for plumbing permit for drain laying. All contractors applying for permits to perform drain laying work governed by the scope of this Code shall be licensed and bonded by St. Louis County as a master drainlayer, and the contractor shall be registered by the City of University City.

191.3 Licensed contractors required to perform plumbing and drain laying. No person who is not a licensed master plumber, a licensed journeyman, or a registered plumber apprentice working under the direction of a licensed master plumber shall engage in or perform any plumbing work with the exception of repairs which involve only the working parts of a faucet or valve; the clearance of stoppages; the installation of domestic water heaters; or the installation, maintenance, extension or repair of processed drains, processed drain facilities, processed drain systems, or piping, drains, drainage systems, or facilities for mechanical manufacturing, industrial processing, refrigeration, heating, air conditioning, sprinkler or sprinkling system purposes, or parts, materials, devices or appurtenances in connection therewith or for the utilization or operation thereof; provided, however, final connection of any such system or line to a drainage line containing any form of human waste shall be done by a licensed person as stated herein. No person who is not a licensed master drainlayer shall engage in the business of drain laying.

191.4 Work by firms or corporations. Any firm or corporation engaged in the business of plumbing shall employ a master plumber, registered as herein provided, as a responsible official and permit applicant. Any firm or corporation engaged in the business of drain laying shall employ a master drainlayer, registered as herein provided, as a responsible official and permit applicant.

(CHAPTER 7 SANITARY DRAINAGE)

(SECTION 703 BUILDING SEWER)

703.4 Existing building sewers and drains. When 75% of a plumbing waste system has been replaced, a licensed plumbing contractor shall submit a narrated video of the entire building drain and sewer to the Code Official in the Department of Planning & Development for review. If the sewer is not obstructed and is not in danger of collapse, it shall be approved for continued use.

Section 7. That Chapter 500, Article VII “Energy Conservation Code” of the University City Municipal Code is hereby amended by repealing Article VII thereof, and enacting in lieu thereof a new Article VII “Energy Conservation Code”, which shall read as follows:

Chapter 500, Article VII

Energy Conservation Code

500.210 - Adoption.

The International Energy Conservation Code, 2018 Edition, as published by the International Code Council, Inc., one copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Energy Conservation Code of the City of University City, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 500.220 of this chapter.

500.220 - Additions, insertions, deletions and amendments.

The following numbered sections and subsections of the International Energy Conservation Code, 2018 Edition, as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and changes so that such sections and subsections shall read as follows:

(CHAPTER 1 [CE] SCOPE AND ADMINISTRATION)

(SECTION C101 SCOPE AND GENERAL REQUIREMENTS)

C101.1 Title. This Code shall be known as the Energy Conservation Code of the City of University City, Missouri. It is referred to herein as "this Code".

C101.6 Enforcement agency. The term "Code Official" or "Building Official" shall be construed to mean the Building Commissioner of the City of University City, Missouri or the duly authorized representative of the Building Commissioner.

(SECTION C105 INSPECTIONS)

C105.1.2 Third-party inspections. All third-party inspections shall be in accordance with Section 110.4.90 of the Building Code of University City.

(SECTION C108 STOP WORK ORDER)

C108.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilty of an ordinance violation, punishable as provided in Section 100.190 of the University City Municipal Code.

(SECTION C109 BOARD OF APPEALS)

C109.1 General. University City Building Code Section 113 shall be applicable for all appeals involving this Code.

C109.2 Limitations on authority. Delete in its entirety.

C109.3 Qualifications. Delete in its entirety.

Section 8. That Chapter 500, Article VIII "Fuel Gas Code" of the University City Municipal Code is hereby amended by repealing Article VIII thereof, and enacting in lieu thereof a new Article VIII "Fuel Gas Code", which shall read as follows:

Chapter 500, Article VIII

Fuel Gas Code

500.230 - Adoption.

The International Fuel Gas Code, 2018 Edition, including appendices A, B, and C, as published by the International Code Council, Inc., one copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Fuel Gas Code of the City of University City, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 500.240 of this chapter.

500.240 - Additions, insertions, deletions and amendments.

The following numbered sections and subsections of the International Fuel Gas Code, 2018 Edition, including appendices A, B, and C, as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and changes so that such sections and subsections shall read as follows:

(CHAPTER 1 SCOPE AND ADMINISTRATION)

(SECTION 101 GENERAL)

101.1 Title. These regulations shall be known as the Fuel Gas Code of the City of University City, Missouri, referred to hereinafter as "this Code".

(SECTION 103 DEPARTMENT OF INSPECTION)

103.1 General. The term "Department of Inspection" whenever employed herein shall be construed to mean the Department of Planning & Development of the City of University City, Missouri. The term "code official" shall be construed to mean the Building Commissioner of the City of University City, Missouri or the duly authorized representative of the Building Commissioner.

(SECTION 106 PERMITS)

106.6.2 Fee schedule. The fees for work shall be as specified by the Mechanical Code and Plumbing Code of the University City Municipal Code.

106.6.3 Fee refunds. The Code Official is authorized to establish a refund policy.

106.7 Qualifications of contractors and workers. The Code Official shall not be required to issue a permit unless the contractor and workers are qualified to carry out the proposed work in accordance with the requirements of this Code. Refusal or inability to comply with Code requirements on other work shall be considered as evidence of lack of such qualifications.

(SECTION 107 INSPECTIONS AND TESTING)

107.1.2 Third-party inspections. All third-party inspections shall be in accordance with Section 110.4.1 of the Building Code of University City.

107.7 Extra inspections. In addition to the inspections normally provided, the Code Official shall require that additional inspections or re-inspections be conducted due to noncompliance with Code requirements or due to work which is not ready for inspection or not accessible for inspection at the time of a scheduled inspection. Fees for such additional inspections shall be assessed and paid prior to scheduling the next inspection.

(SECTION 108 VIOLATIONS)

108.4 Violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair mechanical work in violation of the approved construction documents or directive of the code official, or of a permit or certificate issued under the provision of this Code, shall be guilty of an ordinance violation, punishable as provided in Section 100.190 of the University City Municipal Code. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

108.5 Stop work orders. Upon notice from the Code Official that work is being done contrary to the provisions of this Code or in a dangerous or unsafe manner, such work shall immediately cease. Such notice shall be in writing and shall be given to the owner of the property, or to the owner's agent, or to the person doing the work. The notice shall state the conditions under which work is authorized to resume. Where an emergency exists, the Code Official shall not be required to give a written notice prior to stopping the work. Any person who shall continue any work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilty of an ordinance violation, punishable as provided in Section 100.190 of the University City Municipal Code.

(SECTION 109 MEANS OF APPEAL)

109.1 Application for appeal. University City Building Code Section 113 shall be applicable for all appeals involving this code.

109.2 Membership of board. Delete in its entirety.

109.2.1 Qualifications. Delete in its entirety.

109.2.2 Alternate members. Delete in its entirety.

109.2.3 Chairman. Delete in its entirety.

109.2.4 Disqualification of member. Delete in its entirety.

109.2.5 Secretary. Delete in its entirety.

109.2.6 Compensation of members. Delete in its entirety.

109.3 Notice of meeting. Delete in its entirety.

109.4 Open hearing. Delete in its entirety.

109.4.1 Procedure. Delete in its entirety.

109.5 Postponed hearing. Delete in its entirety.

109.6 Board decision. Delete in its entirety.

109.6.1 Resolution. Delete in its entirety.

109.6.2 Administration. Delete in its entirety.

109.7 Court review. Delete in its entirety.

Section 9. That Chapter 500, Article VIIIA “Swimming Pool and Spa Code” of the University City Municipal Code is hereby amended by repealing Article VIIIA thereof, and enacting in lieu thereof a new Article VIIIA “Swimming Pool and Spa Code”, which shall read as follows:

Chapter 500, Article VIIIA

Swimming Pool and Spa Code

500.243 - Adoption.

The International Swimming Pool and Spa Code, 2018 Edition, as published by the International Code Council, Inc., one copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by reference as if fully set forth herein, is hereby adopted as the “Swimming Pool and Spa Code” of the City of University City, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 500.245 of this chapter.

500.245 - Additions, insertions, deletions and amendments.

The following numbered Sections and sub-sections of the International Swimming Pool and Spa Code, 2018 Edition, as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and changes so that such Sections and sub-sections shall read as follows:

(CHAPTER 1 SCOPE AND ADMINISTRATION)

(SECTION 101 GENERAL)

101.1 Title. These regulations shall be known as the Swimming Pool and Spa Code of the City of University City, Missouri, hereinafter referred to as "this Code".

(SECTION 103 DEPARTMENT OF BUILDING SAFETY)

103.1 Creation of enforcement agency. The term "Department of Building safety" whenever employed herein shall be construed to mean the Department of Planning & Development of the City of University City, Missouri. The term "Code Official" shall be construed to mean the Building Commissioner of the City of University City, Missouri or the duly authorized representative of the Building Commissioner.

(SECTION 105 PERMITS)

105.3.2 Rejected application. Rejected applications will be held on file for 60 days after the date of rejection. If the required information or corrections are not received within this period of time, the application shall be deemed to have been abandoned.

105.6.2 Fee schedule. Fees for work including the construction, alteration, movement, renovation, replacement, repair or maintenance of aquatic vessels shall be paid as required, in accordance with the Building, Mechanical, Electrical, Plumbing, Energy Conservation, or other applicable code.

105.6.3 Fee refunds. The Building Commissioner is authorized to establish a refund policy.

(SECTION 107 VIOLATIONS)

107.4 Violation penalties. Any person who shall violate a provision of this Code, or who shall fail to comply with any of the requirements thereof, or who shall erect, move, construct, alter, remove, demolish or repair an aquatic vessel in a manner that is not in compliance with an approved plan or directive of the Building Official, or of a permit issued under the provisions of this Code, or who shall start any work requiring a permit without first obtaining the permit therefore, or who shall continue any work in or about a structure after having been served a stop-work order, except such work as that person has been directed to perform to remove a violation or unsafe condition; or any owner or tenant of a building or premises, or any other person, who takes part or assists in any violation of this Code or who has charge of any building, premises, or part thereof in which such violation shall exist, shall upon conviction thereof be subject to the penalties provided in Section 100.190 of the University City Municipal Code. Each day that a violation continues after a notice is served shall be deemed a separate offense.

107.5 Stop work orders. Upon notice from the Code Official that work is being done contrary to the provisions of this Code or in a dangerous or unsafe manner, such work shall immediately cease. Such notice shall be in writing and shall be given to the owner of the property, or to the owner's agent, or to the person doing the work. The notice shall state the conditions under which work is authorized to resume. Where an emergency exists, the Code Official shall not be required to give a written notice prior to stopping the work. Any person who shall continue any work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilty of an ordinance violation, punishable as provided in Section 100.190 of the University City Municipal Code.

(SECTION 108 MEANS OF APPEAL)

108.1 Application for appeal. University City Building Code Section 113 shall be applicable for all appeals involving this Code.

108.2 Membership of board. Delete in its entirety.

108.2.1 Qualifications. Delete in its entirety.

108.2.2 Alternate members. Delete in its entirety.

108.2.3 Chairman. Delete in its entirety.

108.2.4 Disqualification of a member. Delete in its entirety.

108.2.5 Secretary. Delete in its entirety.

108.2.6 Compensation of members. Delete in its entirety.

108.3 Notice of meeting. Delete in its entirety.

108.4 Open hearing. Delete in its entirety.

108.4.1 Procedure. Delete in its entirety.

108.5 Postponed hearing. Delete in its entirety.

108.6 Board decision. Delete in its entirety.

108.6.1 Resolution. Delete in its entirety.

108.6.2 Administration. Delete in its entirety.

108.7 Court review. Delete in its entirety.

(CHAPTER 3 GENERAL COMPLIANCE)

(SECTION 305 BARRIER REQUIREMENTS)

305.1 General. The provisions of this section shall apply to the design of barriers for aquatic vessels. These design controls are intended to provide protection against the potential drowning and near drowning by restricting access to such vessels. These requirements provide an integrated level of protection against potential drowning through the use of physical barriers and warning devices.

Exceptions: Spas and hot tubs with a lockable safety cover that complies with ASTM F 1346.

305.2.4 Mesh restraining barrier / fence. Delete in its entirety.

305.3 Gates. Access gates shall comply with the requirements of Sections 305.3.1 through 305.3.3 and shall be equipped to accommodate a locking device. Pedestrian access gates shall open outward away from the vessel, shall be no more than 40 inches wide, shall be self-closing and have a self-latching device.

305.3.4 Non-pedestrian gates prohibited. Gates not intended for pedestrian use in all R-2 and R-3 occupancies shall be prohibited.

(SECTION 310 SUCTION ENTRAPMENT AVOIDANCE)

310.1 General. Suction entrapment avoidance for aquatic vessels shall be provided in accordance with APSP 7.

Section 10. This ordinance shall not be construed so as to relieve any person, firm or corporation from any penalty heretofore incurred by the violation of Chapter 500 “Building and Construction”, Articles I, II, III, IV, V, VI, VII, VIII and VIIIA of the University City Municipal Code, nor bar the prosecution for any such violation.

Section 11. Any person, firm or corporation violating any of the provisions of this ordinance, shall upon conviction thereof, be subject to the penalty provided in Chapter 1, Article IV, Section 100.190 of the University City Municipal Code.

Section 12. This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED and ADOPTED this _____ day of _____, 2021.

MAYOR

ATTEST:

CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

CITY ATTORNEY



Council Agenda Item Cover

MEETING DATE: January 25, 2021

AGENDA ITEM TITLE: Chapter 205 “Fire” Code Amendment

AGENDA SECTION: Unfinished Business

CAN THIS ITEM BE RESCHEDULED? : Yes

PREPARED/SUBMITTED BY: Clifford Cross, Director of Planning and Development

BACKGROUND REVIEW:

The City of University City has historically adopted the International Code Council’s, Inc. series of codes, with amendments, published by the International Code Council (ICC) to serve as the Building and Construction Code for the City. Specifically, the various articles in Chapter 500, of the Municipal Code, governs the permitting and inspection processes that are administered by the Department of Planning and Development as it pertains to construction within the City.

The Department of Planning and Development is proposing to adopt the 2018 Codes. This update will result in minimal changes to the current processes and departmental regulations. However, to ensure all applicable codes line up, and allow for effective administration, staff is also proposing an update to Chapter 205 “Fire Code”. The proposed update will result in no change in administration and enforcement, of that section, but are needed to ensure Chapter 500 and Chapter 205 are consistent with our building processes, fees, violations, etc.

Staff also discussed and received input from the Fire Department, to obtain their comfort with the proposal, and is presenting this proposed amendment to the Mayor and Council for their consideration. Introduction of the bill occurred at their January 11, 2021 City Council meeting and the expected second and third readings, along with the passage of the ordinance, could occur at the subsequent January 25, 2021 meeting.

RECOMMENDATION:

City Manager recommends approval of the proposed amendments.

Attachments:

1. Bill 9420 Draft Ordinance

INTRODUCED BY: Councilmember Jeff Hales

DATE: January 11, 2021

BILL NO. 9420

ORDINANCE NO. _____

AN ORDINANCE REPEALING CHAPTER 205 “FIRE CODE” OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI AND ENACTING IN LIEU THEREOF A NEW CHAPTER 205 TO BE KNOWN AS “CHAPTER 205 FIRE CODE”.

WHEREAS, the International Code Council, Inc. is the organization known to be an industry standard for construction codes; and

WHEREAS, the International Code Council, Inc. reviews, proposes, develops and publishes model codes for adoption by municipalities; and

WHEREAS, the International Code Council, Inc. series of 2018 published codes are the most widely adopted and utilized code series for state and local governments; and

WHEREAS, the Insurance Services Organization (ISO) rates municipalities based on how current the municipality is with the latest model codes and thus, a better rating can decrease insurance premiums paid by the citizens of the municipality; and

WHEREAS, the City of University City (the “City”) desires to amend Chapter 205 “Fire Code” of the Municipal Code in compliance with the requirements of the International Code Council, Inc. in order to attain a higher rating with the ISO and decrease insurance premiums for citizens of the City.

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

Section 1. That Chapter 205, “Fire Code” of the University City Municipal Code is hereby amended by repealing Chapter 205 thereof, and enacting in lieu thereof a new Chapter 205 “Fire Code”, which shall read as follows:

Chapter 205

Fire Code

205.010 - Adoption.

The International Fire Code, 2018 Edition, including all appendices except A, as published by the International Code Council, Inc., one copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Fire Code of the City of University City, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 205.020 of this chapter.

205.020 - Additions, insertions, deletions and amendments.

NFPA Standards - All now current or future NFPA Standards shall be referenced and utilized with the exception of NFPA 101, and incorporated herein, by the Fire Marshal, in the interpretation of sections of the IFC and other Codes in order to properly enforce this Ordinance.

The following numbered sections and subsections of the International Fire Code, 2018 Edition, as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and changes so that such sections and subsections shall read as follows:

(CHAPTER 1 SCOPE AND ADMINISTRATION)

(SECTION 101 GENERAL)

101.1 Title: These regulations shall be known as the Fire Code of the City of University City, Missouri, hereinafter referred to as "this Code."

(SECTION 103 DEPARTMENT OF FIRE PREVENTION)

103.1 General: The Bureau of Fire Prevention is established within the jurisdiction under the direction of the Code Official. The function of the bureau shall be the implementation, administration and enforcement of the provisions of this Code.

103.2 Appointment: Enforcement Official. It shall be the duty and the responsibility of the chief executive officer, designated as the Fire Chief, to enforce the provisions of this code. The Fire Chief shall be the Code Official.

103.2.1 Bureau organization. The Bureau of Fire Prevention shall operate under the direct supervision of the Fire Marshal. The Fire Marshal shall be a uniformed member and chief officer of the Fire Department and operate under the direct supervision of the Fire Chief. The Fire Marshal shall be appointed on the basis of his/her administrative abilities and qualifications to understand, interpret and enforce the technical provisions of this code. All uniformed members of the Fire Department shall be considered members of the Bureau of Fire Prevention. The Fire Marshal may assign or appoint technical assistants, inspectors or other employees that may be necessary for the effective and efficient operation of the Bureau of Fire Prevention. All appointments to the bureau shall be made in conformance with the provisions of the Municipal Code.

103.3 Bureau members code enforcement duties and authority. The Fire Marshal, and all properly assigned or appointed members of the Bureau of Fire Prevention shall have the duty to assist the Fire Chief in the administration and enforcement of the provisions of this code. As agents of the Fire Chief, all properly assigned or appointed members of the Bureau of Fire Prevention shall have the authority to exercise all the powers of the Code Official as detailed within this Code.

(SECTION 104 GENERAL AUTHORITY AND RESPONSIBILITIES)

104.6 Official records: The Fire Code Official shall keep official records as required by Sections 104.6.1 through 104.6.4. Such official records shall be retained for the period required for retention of public records.

104.11.4 Compliance with orders. A person shall not willfully fail or refuse to comply with any lawful order or direction of the fire official or interfere with the compliance attempts of another individual.

(SECTION 105 PERMITS)

105.1.2 Types of permits.

There shall be two types of permits as follows:

1. Operational permit. An operational permit allows the applicant to conduct an operation or a business for which a permit is required by Section 105.6 for either:

- 1.1. A prescribed period as determined by the Fire Code Official for operations that only occur once or are not ongoing.
- 1.2. For ongoing operations, the operational permit shall be issued for a period not exceeding a year or until revoked.

2. Construction permit. A construction permit allows the applicant to install or modify systems and equipment for which a permit is required by Section 105.7. Construction permits will be administered by the applicable Building Code, Residential Code, Mechanical Code, Fuel Gas Code, Electrical Code, Plumbing Code, Existing Building Code, Energy Conservation Code, or Swimming Pool and Spa Code.

105.6.90 Places of education: An operational permit is required to operate or occupy an educational occupancy.

105.6.91 Places of high residency or transient residency: An operational permit is required to operate or occupy any R-1 occupancy building, R-2 occupancy building with more than 8 dwelling units, and R-4 occupancy buildings.

105.6.92 Places of institutional care: An operational permit is required to operate or occupy an institutional occupancy.

(SECTION 106 FEES)

106.2 Schedule of permit fees. A fee for each permit shall be paid as required, in accordance with the following schedule:

1. Construction permit fees shall be paid as set forth in the Building Code, Residential Code, Mechanical Code, Fuel Gas Code, Electrical Code, Plumbing Code or Energy Conservation Code, and the fee shall include the cost of ensuring compliance with this Code.

2. Operational permits applications shall include an application fee of \$35.
3. Trips to the property where an inspection could not be performed because the work was not ready, the area of inspection could not be accessed, or similar situation, shall be billed at \$35 per missed inspection.
4. Additional inspections in excess of the first inspection and one re-inspection shall be billed at \$35 per inspection.

(SECTION 109 BOARD OF APPEALS)

109.1 General: University City Building Code Section 113 shall be applicable for all appeals involving this Code.

109.2 Limitations on authority: Delete in its entirety.

109.3 Qualifications: Delete in its entirety.

(SECTION 110 VIOLATIONS)

110.4 Violation penalties: Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair or do work in violation of the approved construction documents or directive of the Fire Code Official, or of a permit or certificate issued under the provision of this Code, shall be guilty of an ordinance violation, punishable as provided in Section 100.190 of the University City Municipal Code. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

(SECTION 112 STOP WORK ORDER)

112.4 Failure to comply: Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilty of an ordinance violation, punishable as provided in Section 100.190 of the University City Municipal Code.

(SECTION 114 UNSAFE CONDITIONS)

114.1 General. Whenever the Code Official shall find in any structure or upon any premises dangerous or hazardous conditions or materials as follows, the Code Official shall order such hazardous conditions or materials to be removed or remedied in accordance with the provisions of this Code:

1. Hazardous conditions liable to cause or contribute to the spread of fire in or on said premises or structure or endanger the occupants thereof;
2. Conditions that interfere with the efficiency or operation of any fire protection equipment or system;
3. Obstructions to or on fire escapes, stairs, passageways, doors or windows, that are liable to interfere with the egress of occupants or the operation of the fire department in case of fire;

4. Accumulations of dust or waste material in air-conditioning or ventilating systems or grease in kitchen or other exhaust ducts;
5. Accumulations of grease on kitchen cooking equipment, or oil, grease or dirt upon, under or around any mechanical equipment;
6. Accumulations of rubbish, waste, paper, boxes, shavings or excessive storage of any combustible material;
7. Hazardous conditions arising from defective or improperly utilized or installed electrical wiring, equipment or appliances;
8. Hazardous conditions arising from defective or improperly installed equipment for handling or using combustible, explosive or otherwise hazardous materials;
9. Dangerous or unlawful amounts of combustible, explosive or otherwise hazardous materials; and
10. All equipment, materials, processes or operations that are in violation of the provisions or intent of this Code.
11. Vehicles or equipment that impairs or obstructs fire department access to an occupied structure hindering or delaying fire department operations in case of an emergency.

(SECTION 506 KEY BOXES)

506.3 Location of Knox Key Box: The key box shall be located between four and six feet above finished grade but can be located at other heights at the discretion of the Fire Marshal and his/her designee. A Knox key box shall be required on all commercial buildings that have fire alarm systems and/or sprinkler systems.

(SECTION 510 EMERGENCY RESPONDER RADIO COVERAGE)

510.4 Radio Signal Strength: The building shall be considered to have acceptable emergency responder radio coverage when signal strength measurements in 95% of all areas on each floor of the building meet the signal strength requirements in Sections 510.4.1.1 and 510.4.1.2, or method approved by the Fire Code Official. Emergency responder radio coverage systems shall be isolated to the public safety spectrum only and shall be approved by the local or regional emergency communication authority.

(SECTION 606 - ELEVATOR OPERATION, MAINTENANCE AND FIRE SERVICE KEYS)

606.8.5 Elevator Car to Accommodate Ambulance Stretcher. All new elevators, unless approved by the Fire Marshal, shall be designed to accommodate an ambulance stretcher. The doors to the elevator shall open so that the entire stretcher can be rolled into the elevator car in the full, flat position. The elevator car shall be of such a size and arrangement to accommodate an ambulance stretcher 24 inches by 84 inches (610 mm by 2134 mm) with not less than 5-inch (127 mm) radius corners, in the horizontal, open position and shall be identified by the international symbol for emergency medical services (star of life). The symbol shall not be less than 3 inches (76 mm) high and shall be placed inside on both sides of the hoist-way door frame.

(CHAPTER 56 EXPLOSIVES AND FIREWORKS)

(SECTION 5601 GENERAL)

5601.1.3 Fireworks. The possession, manufacture, storage, sale, handling and use of fireworks are prohibited.

Exceptions:

1. Storage and handling of fireworks as allowed in Section 5604.
2. Manufacture, assembly and testing of fireworks as allowed in Section 5605.
3. The use of fireworks for fireworks displays as allowed in Section 5608.

(SECTION 5609 TEMPORARY STORAGE OF CONSUMER FIREWORKS)

5609.1 General. Delete in its entirety.

Section 2. This ordinance shall not be construed so as to relieve any person, firm or corporation from any penalty heretofore incurred by the violation of Chapter 205 “Fire Code”, of the University City Municipal Code, nor bar the prosecution for any such violation.

Section 3. Any person, firm or corporation violating any of the provisions of this ordinance, shall upon conviction thereof, be subject to the penalty provided in Chapter 1, Article IV, Section 100.190 of the University City Municipal Code.

Section 4. This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED and ADOPTED this _____ day of _____, 2021.

MAYOR

ATTEST:

CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

CITY ATTORNEY



Council Agenda Item Cover

MEETING DATE: January 25, 2021

AGENDA ITEM TITLE: Vacation of General Utility Easement

AGENDA SECTION: Unfinished Business

CAN THIS ITEM BE RESCHEDULED?: Yes.

PREPARED/SUBMITTED BY: Sinan Alpaslan, Director of Public Works

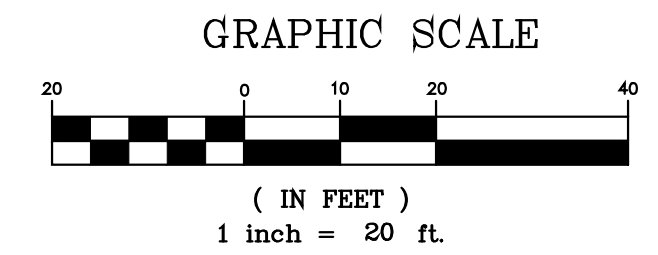
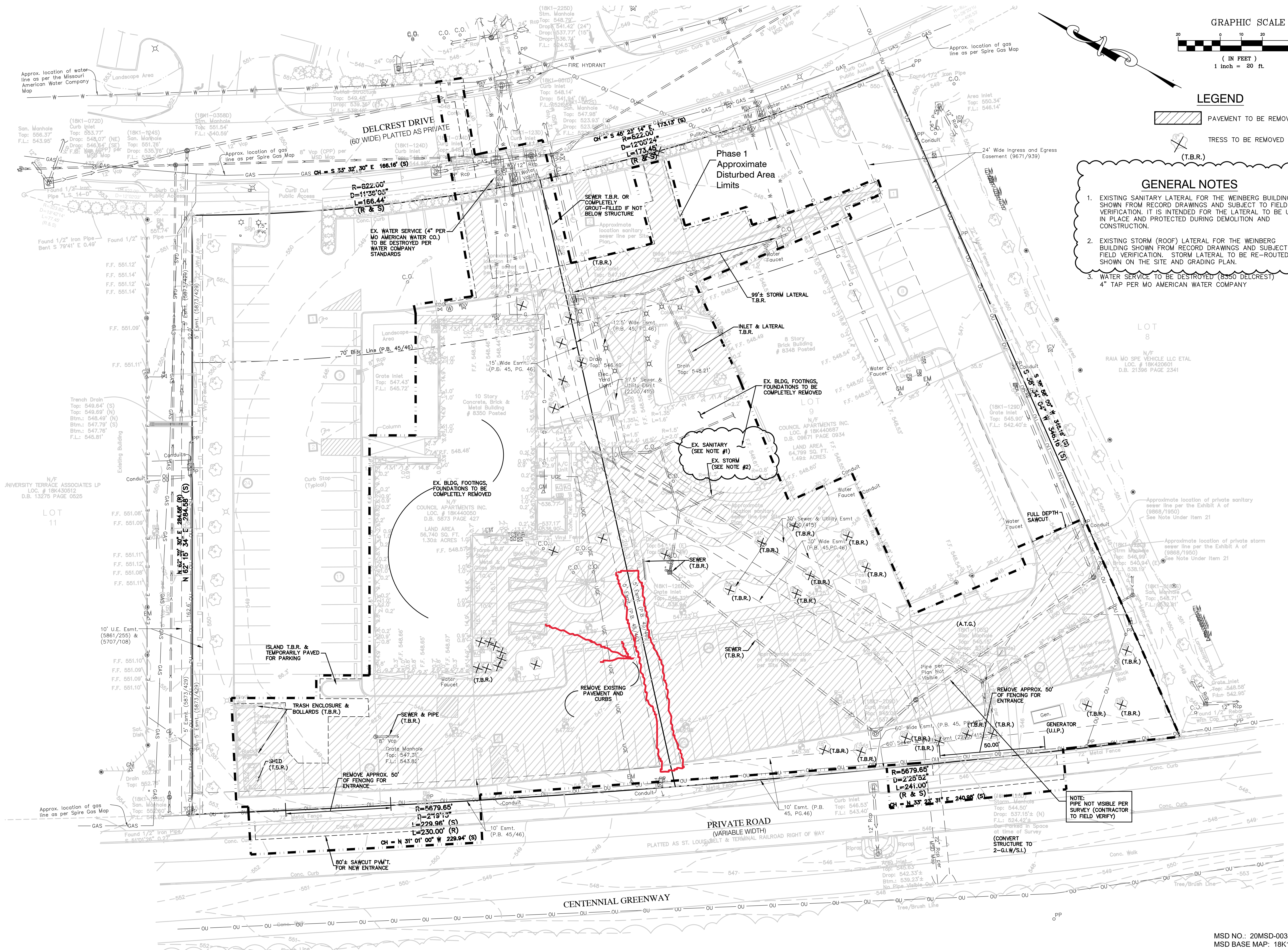
BACKGROUND: Staff received a request for vacation of University City's interest as the municipality having jurisdiction in a General Utility Easement on the 8348 and 8350 Delcrest Dr. properties for the proposed Crown Center Senior Living development project. MSD has agreed to vacate their interest and the project developer is currently working with the other utilities for their vacation, as well. The land described in this vacation proposal is located within an existing surface parking lot and doesn't house any structures serving any public benefit for the area. The Crown Center Senior Living development project proposes a 52-apartment Phase 1 Building straddling said land, which will render any easement within the building footprint infeasible to utilize after the completion of the Crown Center project. Please review the attached project design drawings for additional information and reference.

The Crown Center project team petitioning for the easement vacation submitted the attached Missouri Professional Land Surveyor sign and sealed land description and the accompanying plat. Staff has drafted, based on the submittal, a bill for City Council's review and approval consideration. If approved, this document set will be used for the recording of the easement at the St. Louis County Recorder of Deeds office.

RECOMMENDATION: City Manager recommends approval of the proposed bill for the vacation of the general utility easement on the 8348 and 8350 Delcrest Dr. properties.

ATTACHMENTS:

- 1) Crown Center project drawings
- 2) Easement vacation Exhibit and description
- 3) Draft Bill No. 9422



LEGEND

PAVEMENT TO BE REMOVED

TRESS TO BE REMOVED (T.B.R.)

- GENERAL NOTES**
- EXISTING SANITARY LATERAL FOR THE WEINBERG BUILDING SHOWN FROM RECORD DRAWINGS AND SUBJECT TO FIELD VERIFICATION. IT IS INTENDED FOR THE LATERAL TO BE USED IN PLACE AND PROTECTED DURING DEMOLITION AND CONSTRUCTION.
 - EXISTING STORM (ROOF) LATERAL FOR THE WEINBERG BUILDING SHOWN FROM RECORD DRAWINGS AND SUBJECT TO FIELD VERIFICATION. STORM LATERAL TO BE RE-ROUTED AS SHOWN ON THE SITE AND GRADING PLAN.
 - WATER SERVICE TO BE DESTROYED (8350 DELOREST) 4" TAP PER MO AMERICAN WATER COMPANY

PRINTS ISSUED
Permit Set 08/14/2020

REVISIONS:
Addendum #1 08/27/2020

10820 Sunset Office Drive
Suite 200
St. Louis, Missouri 63127
LOC. # 18K420601
P.O. Box 314,729, 1404
www.cedc.net

CEDC
CIVIL ENGINEERING
DESIGN CONSULTANTS

PAUL K. BOYER, P.E. E-26258
CIVIL ENGINEER
CEDC LICENSE NO.: 2003004674

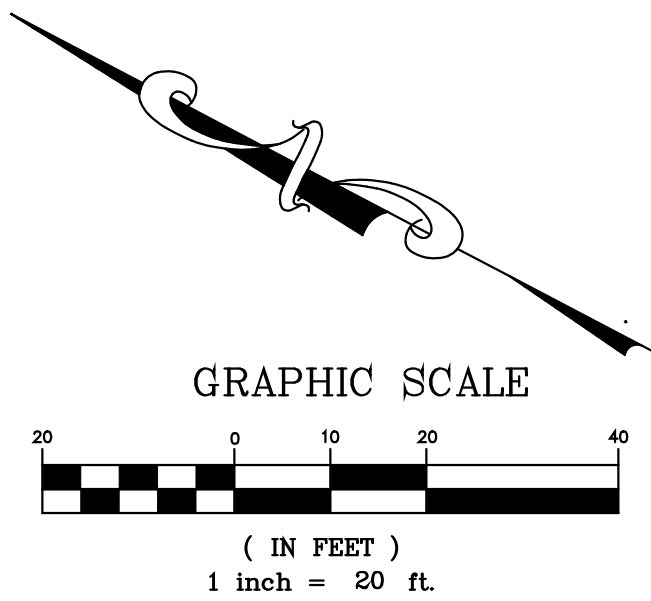
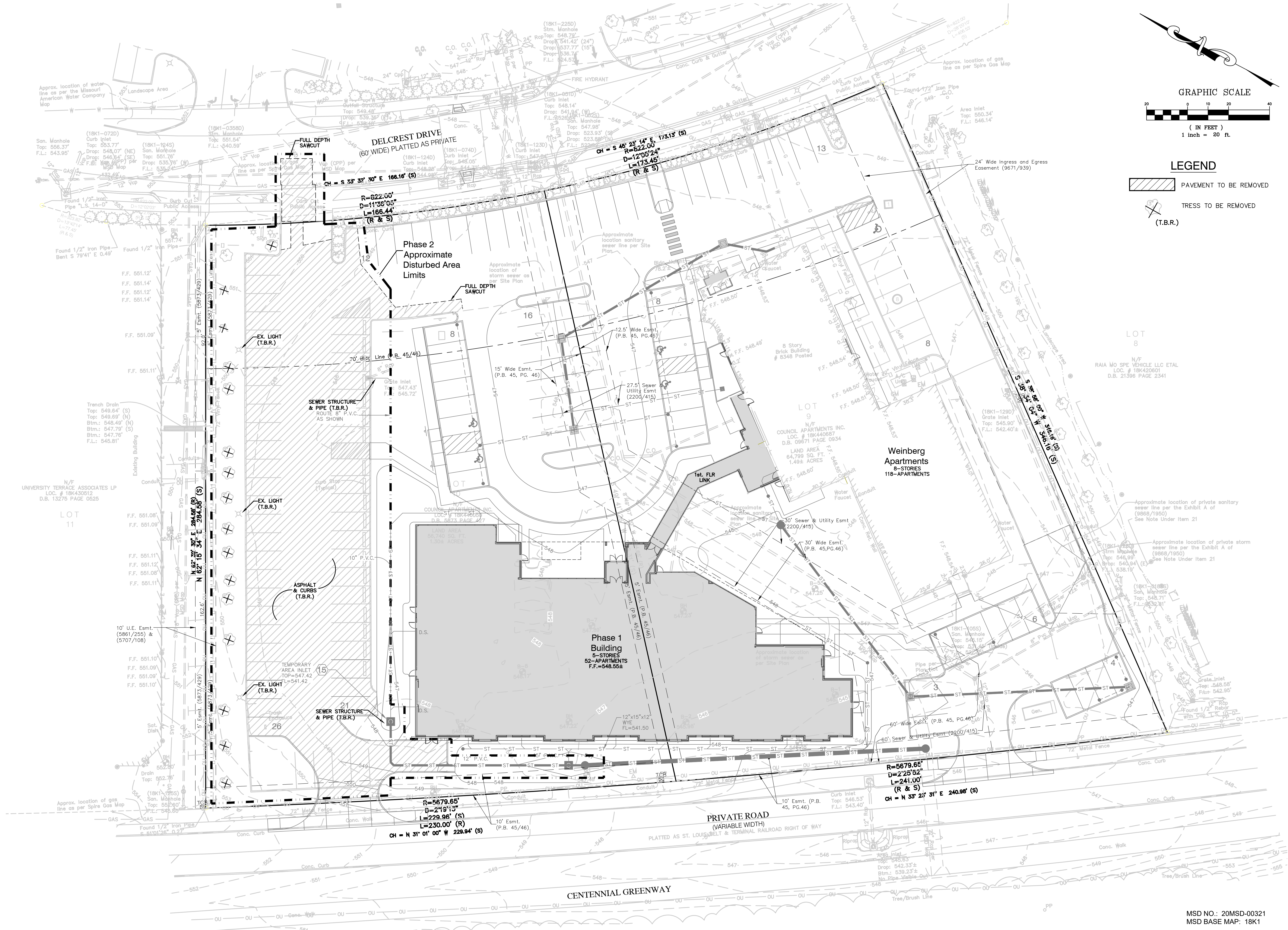
**CROWN CENTER SENIOR -
PHASE I
UNIVERSITY CITY, MO**

SHEET TITLE EXISTING CONDITIONS
AND FACILITIES REMOVAL
PLAN - PHASE 1

PROJECT NUMBER: CEDC-2026

SHEET NUMBER:

C3.0



- LEGEND**
- PAVEMENT TO BE REMOVED
 - TRESS TO BE REMOVED (T.B.R.)

PRINTS ISSUED
Permit Set 08/14/2020

REVISIONS:

CEDC
CIVIL ENGINEERING
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10820 Sunset Office Drive
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CIVIL ENGINEER
CEDC LICENSE NO.: 2003004674

**CROWN CENTER SENIOR -
PHASE I
UNIVERSITY CITY, MO**

SHEET TITLE
EXISTING CONDITIONS
AND FACILITIES REMOVAL
PLAN - PHASE 2
PROJECT NUMBER: CEDC-2026

SHEET NUMBER:

C3.1

MARLER

SURVEYING COMPANY, INC.

11402 Gravois Road, Suite 200 St. Louis, MO 63126

Phone: (314) 729-1001 Fax: (314) 729-1044

Marty L. Marler
MO PLS 2501 / IL PLS 3891

David J. Naeger PLS 2002014104

A strip of land being part of Lot 9 and 10 of Delcrest a subdivision recorded in Plat Book 45 Page 46 of the St. Louis County Land Records Office in Clayton Missouri and also being described as follows:

Commencing at the intersection of the corner of said Lot 9 and 10 with its intersection of the Southwest Right of Way of Delcrest Drive 60 feet wide;

Thence along the common line of said Lot 9 and 10 South 49 degrees 41 minutes 26 seconds West a distance of 162.00 feet to the point of beginning;

Thence South 03 degrees 44 minutes 25 seconds West a distance of 6.96 feet to a point;

Thence South 49 degrees 41 minutes 25 seconds West a distance of 119.10 feet to a point of curve;

Thence along a curve to the right having an arc length of 10.10 feet a radius of 5,669.65 feet and a chord bearing North 32 degrees 09 minutes 43 seconds West a distance of 10.10 feet;

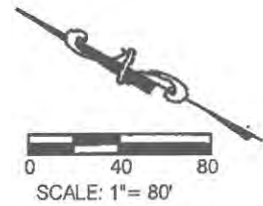
Thence North 49 degrees 41 minutes 25 seconds East a distance of 127.34 feet to a point;

Thence South 03 degrees 44 minutes 25 seconds West a distance of 6.96 feet to the point of beginning.

End of Description



LEGEND
EASEMENT TO BE
VACATED



DELCREST DRIVE
(60' WIDE) PRIVATE DRIVE

CHD = S 33°32'30" E
166.16'
R = 822.00'
D = 11°36'05"
L = 166.44'

CHD = S 45°23'14"
E 173.13'
R = 822.00'
D = 12°05'24"
L = 173.45'

N/F
RAJA MO SPE VEHICLE LLC ETAL
LOC. # 18K420601
D.B. 21396 PAGE 2341

LOT 8

N/F
COUNCIL APARTMENTS INC.
LOC. # 18K440687
D.B. 09671 PAGE 0934

LOT 9

N/F
COUNCIL APARTMENTS INC.
LOC. # 18K440050
D.B. 5873 PAGE 427

LOT 10

N/F
UNIVERSITY TERRACE
ASSOCIATES LP
LOC. # 18K430512
D.B. 13275 PAGE 0525

LOT 11
N 62°15'34" E 284.58'

EXISTING 15'
WIDE ESMT.
(P.B. 45/46)
(TO REMAIN)

EXISTING 12.5' WIDE ESMT.
(P.B. 45/46)
(TO REMAIN)

S 03°44'25" W
6.96'

EXISTING 30' SEWER & UTILITY ESMT
(2200/415) (TO REMAIN)

EXISTING 30' WIDE ESMT.
(P.B. 45/46)

EXISTING 60'
WIDE ESMT.
(P.B. 45/46)

EXISTING 60'
SEWER & UTILITY
ESMT (2200/415)
(TO REMAIN)

EXISTING 5' ESMT.
(P.B. 45, PG. 46)
(TO BE VACATED)

EXISTING
5' ESMT.
(P.B. 45, PG. 46)
(TO BE VACATED)

EXISTING
10' ESMT.
(P.B. 45/46)

EXISTING
10' ESMT.
(P.B. 45/46)

CHD = N 31°01'00" W 229.94'

PRIVATE ROAD
(VARIABLE WIDTH)
PLATTED AS ST. LOUIS BELT & TERMINAL
RAILROAD RIGHT OF WAY

EXHIBIT "A"

EASEMENT VACATION
LOT 9 & LOT 10 OF "DELCREST", A SUBDIVISION RECORDED IN PLAT BOOK 45, PAGE 46 OF
THE ST. LOUIS COUNTY LAND RECORDS OFFICE IN
CLAYTON, MISSOURI



MARTY L. MARLER MO PLS2501
MARLER SURVEYING COMPANY, INC. #LS-347-D

[Handwritten signature] 11-19-2020

INTRODUCED BY:

DATE:

BILL NO. 9422

ORDINANCE NO.:

AN ORDINANCE VACATING AND SURRENDERING PORTION OF A PUBLIC EASEMENT LOCATED WITHIN THE CITY LIMITS OF UNIVERSITY CITY, WEST OF DELCREST DRIVE, EAST OF A PRIVATE ROAD PLATTED AS ST. LOUIS BELT & TERMINAL RAILROAD RIGHT OF WAY, AND EXTENDING NORTHEASTWARD 123.22 FEET FROM SAID PRIVATE ROAD, BUT RESERVING ANY OTHER PUBLIC EASEMENTS, AND DIRECTING THAT THIS ORDINANCE BE RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS OF ST. LOUIS COUNTY, MISSOURI.

WHEREAS, The portion of said public easement is located in a strip of land being part of Lot 9 and 10 of Delcrest, a subdivision within the City of University City, in St. Louis County, Missouri and recorded in Plat Book 45 Page 46 of the St. Louis County Land Records Office in Clayton, Missouri; and

WHEREAS, due notice of public hearing to be held by the City of University City Council on Zoom on January 11, 2021 at 6:30 p.m., to hear any comments concerning the proposed vacation of the portion of said public easement, was duly published in the St. Louis Countian, a newspaper of general circulation within said City, on _____, 2020; and

WHEREAS, said public hearing was held at the time and place specified in said notices, and all comments concerning the vacation of the portion of said public easement were duly heard and considered by the City Council.

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

Section 1. The portion of hereinafter described public easement and all of the City of University City's rights, title and interest therein is hereby vacated, surrendered and quitclaimed, but reserving all public utility easements, if any; said easement is more specifically described as follows:

Commencing at the intersection of the corner of Lots 9 and 10 of Delcrest, a subdivision located within the City of University City and recorded in Plat Book 45 Page 46 of the records of the Recorder of Deeds of St. Louis County, Missouri, with its intersection of the Southwest Right of Way of Delcrest Drive 60 feet wide; then along the common line of said Lot 9 and 10 South 49 degrees 41 minutes 26 seconds West a distance of 162.00 feet to the point of beginning; then

South 03 degrees 44 minutes 25 seconds West a distance of 6.96 feet to a point; then South 49 degrees 41 minutes 25 seconds West a distance of 119.10 feet to a point of curve; then along a curve to the right having an arc length of 10.10 feet a radius of 5,669.65 feet and a chord bearing North 32 degrees 09 minutes 43 seconds West a distance of 10.10 feet; then North 49 degrees 41 minutes 25 seconds East a distance of 127.34 feet to a point; then South 03 degrees 44 minutes 25 seconds West a distance of 6.96 feet to the point of beginning.

The land area contained within the above described boundaries is 1,230 square feet or 0.028 acre more or less.

Section 2. The City Clerk is hereby directed to have this ordinance recorded in the office of the Recorder of Deeds of St. Louis County, Missouri.

Section 3. This ordinance shall take effect and be in force from and after the passage provided by law.

PASSED this _____ day of _____, 2021.

ATTEST

CITY CLERK

MAYOR

CERTIFIED TO BE CORRECT AS TO FORM:

CITY ATTORNEY



Council Agenda Item Cover

MEETING DATE: January 25, 2021

AGENDA ITEM TITLE: Community Cat – Trap, Neuter & Release Amendment Ordinance

AGENDA SECTION: New Business

CAN THIS ITEM BE RESCHEDULED? : Yes

PREPARED/SUBMITTED BY: Clifford Cross, Director of Planning and Development

BACKGROUND REVIEW:

At an upcoming City Council meeting, the Council will be provided a draft ordinance to amend the University City Code as it pertains to Chapter 210 – Animals. The purpose of the potential amendment will be to add Article III (Community Cats) that would specifically regulate the provisions associated with the Trapping, Neutering and Releasing of “Community Cats” within the City.

Staff presented these proposed amendments, as part of a study session on December 14, 2020, to seek the input of City Council prior to formally presenting the request. Based upon that discussion staff is presenting the draft ordinance for review and approval.

RECOMMENDATION:

City Manager recommends approval of the proposed amendment.

Attachments:

1. Proposed Draft Ordinance

INTRODUCED BY: _____

DATE: _____

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 210, ARTICLE I OF THE UNIVERSITY CITY MUNICIPAL CODE, RELATING TO ANIMALS GENERALLY, BY ENACTING THEREIN A NEW SECTION TO BE KNOWN AS “SECTION 210.130 COMMUNITY CATS--MANAGEMENT OF CAT POPULATION--PERMITTED ACTS.”

WHEREAS, Chapter 210 of the University City Municipal Code regulates animals to protect the public health, safety and welfare of residents; and

WHEREAS, Chapter 210 of the University City Municipal Code does not have provisions in place to regulate the presence of “community cats” within the municipal boundaries; and

WHEREAS, the City Council of the City of University City, Missouri has determined that a process of trapping, sterilizing, vaccinating for rabies, eartipping, and returning cats to their original location is an effective and humane way to manage the population of cats within the City; and

WHEREAS, the City Council of the City of University City, Missouri has determined that this process, known as Trap-Neuter-Return, is the preferred approach for managing the cat population, and that Trap-Neuter-Return shall be the prioritized disposition for any impounded community cats.

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

Section 1. Chapter 210, Article I of the University City Municipal Code, relating to animals generally, is hereby amended by enacting therein a new section to be known as Section 210.130 Community Cats--Management of Cat Population--Permitted Acts,” which shall read as follows:

Section 210.130. Community Cats—Management of Cat Population--Permitted Acts.

A. As used in this Section, the following terms shall mean:

“Community Cat” -- A free-roaming cat who may be cared for by one or more residents of the immediate area who are known or unknown; a community cat may or may not be feral.

“Community Cat Caregiver” -- A person who, in accordance with and pursuant to a process of Trap-Neuter-Return, provides care, including food, shelter or medical care to a community cat, while not being considered the owner, harborer, controller, or keeper of a community cat.

“Eartipping” -- The removal of the distal one-quarter of a community cat’s left ear, which is approximately 3/8-inch, or 1 cm, in an adult and proportionally smaller in a kitten. This procedure is performed under sterile conditions while the cat is under anesthesia, in

compliance with any applicable federal or state law, and under the supervision of a licensed veterinarian. Eartips are designed to identify a community cat as being sterilized and lawfully vaccinated for rabies.

“Trap-Neuter-Return” -- The process of humanely trapping, sterilizing, vaccinating for rabies, eartipping, and returning community cats to their original location.

B. Permitted Acts. The following actions shall be permitted as part of Trap-Neuter-Return:

1. Trapping, for the sole purpose of sterilizing, vaccinating for rabies, and eartipping community cats, in compliance with any applicable federal or state law, and under the supervision of a licensed veterinarian, where applicable.
2. An ear-tipped cat received by local shelters shall be returned to the location where trapped unless veterinary care is required. A trapped ear-tipped cat shall be released on site unless veterinary care is required.
3. Community cat caregivers are empowered to reclaim impounded community cats without proof of ownership solely for the purpose of carrying out Trap-Neuter-Return or returning eartipped community cats to their original location.
4. A person who returns a community cat to its original location while conducting Trap-Neuter-Return is not deemed to have abandoned the cat.
5. Trap-Neuter-Return shall be the preferred disposition for impounded community cats. Animal control officers and local animal shelters are authorized and encouraged to conduct Trap-Neuter-Return or to direct impounded community cats to a Trap-Neuter-Return program.
6. Except as explicitly stated herein, this Section does not change or repeal any ordinances relating to nuisances, animals, or any other subject.

Section 2. This ordinance shall not be construed so as to relieve any person, firm or corporation from any penalty heretofore incurred by the violation of Chapter 210, Article I of the University City Municipal Code, nor bar the prosecution for any such violation.

Section 3. Any person, firm or corporation violating any of the provisions of this ordinance, shall upon conviction thereof, be subject to the penalty provided in Chapter 1, Article IV, Section 100.190 of the University City Municipal Code.

Section 4. This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED and ADOPTED this _____ day of _____, 2021.

MAYOR

ATTEST:

CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

CITY ATTORNEY

DRAFT



Council Agenda Item Cover

MEETING DATE: January 25, 2021

AGENDA ITEM TITLE: An ordinance Fixing the Compensation to be Paid to City Officials and Employees as enumerated herein from and after February 8, 2021, and Repealing Ordinance No. 7129.

AGENDA SECTION: New Business

CAN THIS ITEM BE RESCHEDULED: Yes

BACKGROUND REVIEW:

The proposed ordinance provides for upgrading the Parks Department's Crew Leader position and enhancing the job description. The enhancement will result in a title change to Parks Supervisor. The changes if approved, would move the position from a pay grade 10 under schedule A (\$47,597/year) to a pay grade 11 under schedule A (\$53,308/ year). This schedule change would impact the Parks Departments' budget by \$5,711. In addition to upgrading the Crew Leader position to Parks Supervisor; we are proposing to eliminate one of the Laborer Light Equipment positions. Eliminating this one position will result in a reduction in costs of \$34,183/year and would off-set the proposed changes. The staffing pattern would also be updated as part of the FY22 annual operating budget process. In addition, the ordinance provides for changing the title of the Parks Maintenance Superintendent position to Deputy Director of Parks Maintenance. There would be no impact to the budget as it relates to the title change from Parks Maintenance Superintendent to Deputy Director of Parks Maintenance. The position would remain under Schedule A (Pay Grade 13).

RECOMMENDATION:

The City Manager recommends approval.

ATTACHMENTS:

Draft Ordinance

Deputy Director of Parks Maintenance, and Parks Supervisor Job Descriptions

INTRODUCED BY:

DATE: January 25, 2021

BILL NO. 9424

ORDINANCE NO:

**AN ORDINANCE FIXING THE COMPENSATION TO BE PAID TO
CITY OFFICIALS AND EMPLOYEES AS ENUMERATED HEREIN
FROM AND AFTER ITS PASSAGE, AND REPEALING ORDINANCE
NO. 7129**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY CITY,
MISSOURI, AS FOLLOWS:

Section 1. From and after its passage, initially payable February 8, 2021, City employees within the classified service of the City, hereinafter designated, shall receive as compensation for their services such amounts as may be fixed by the City Manager in accordance with Schedule A (Base Pay), included herein, with a salary not less than the lowest amount and not greater than the highest amount set forth in Schedule A, and shall additionally receive as compensation for their services such benefits generally provided in the Administrative Regulations and Civil Service Rules now in effect, all of which are hereby adopted, approved, and incorporated herein by this reference.

SCHEDULE A - BASE PAY STEPS FOR CLASSIFIED EMPLOYEES

Grade	Position Title	Pay Frequency	Steps									
			A	B	C	D	E	F	G	H	I	J
1		Annually	\$18,949.81	\$19,897.30	\$20,892.17	\$21,936.78	\$23,033.61	\$24,185.29	\$25,394.56	\$26,664.29	\$27,997.50	\$29,397.38
		Monthly	\$1,579.15	\$1,658.11	\$1,741.01	\$1,828.06	\$1,919.47	\$2,015.44	\$2,116.21	\$2,222.02	\$2,333.13	\$2,449.78
		Bi-Weekly	\$728.84	\$765.28	\$803.54	\$843.72	\$885.91	\$930.20	\$976.71	\$1,025.55	\$1,076.83	\$1,130.67
		Hourly	\$9.1105	\$9.5660	\$10.0443	\$10.5465	\$11.0739	\$11.6275	\$12.2089	\$12.8194	\$13.4603	\$14.1334
2		Annually	\$20,844.79	\$21,887.03	\$22,981.38	\$24,130.45	\$25,336.98	\$26,603.82	\$27,934.02	\$29,330.72	\$30,797.25	\$32,337.11
		Monthly	\$1,737.07	\$1,823.92	\$1,915.12	\$2,010.87	\$2,111.41	\$2,216.99	\$2,327.83	\$2,444.23	\$2,566.44	\$2,694.76
		Bi-Weekly	\$801.72	\$841.81	\$883.90	\$928.09	\$974.50	\$1,023.22	\$1,074.39	\$1,128.10	\$1,184.51	\$1,243.74
		Hourly	\$10.0215	\$10.5226	\$11.0487	\$11.6012	\$12.1812	\$12.7903	\$13.4298	\$14.1013	\$14.8064	\$15.5467
3	Clerk Typist	Annually	\$22,929.27	\$24,075.74	\$25,279.52	\$26,543.50	\$27,870.67	\$29,264.21	\$30,727.42	\$32,263.79	\$33,876.98	\$35,570.83
		Monthly	\$1,910.77	\$2,006.31	\$2,106.63	\$2,211.96	\$2,322.56	\$2,438.68	\$2,560.62	\$2,688.65	\$2,823.08	\$2,964.24
		Bi-Weekly	\$881.90	\$925.99	\$972.29	\$1,020.90	\$1,071.95	\$1,125.55	\$1,181.82	\$1,240.91	\$1,302.96	\$1,368.11
		Hourly	\$11.0237	\$11.5749	\$12.1536	\$12.7613	\$13.3994	\$14.0693	\$14.7728	\$15.5114	\$16.2870	\$17.1014
4	Parking Attendant	Annually	\$25,222.20	\$26,483.31	\$27,807.47	\$29,197.85	\$30,657.74	\$32,190.63	\$33,800.16	\$35,490.17	\$37,264.67	\$39,127.91
	Police/Fire Cadet	Monthly	\$2,101.85	\$2,206.94	\$2,317.29	\$2,433.15	\$2,554.81	\$2,682.55	\$2,816.68	\$2,957.51	\$3,105.39	\$3,260.66
		Bi-Weekly	\$970.08	\$1,018.59	\$1,069.52	\$1,122.99	\$1,179.14	\$1,238.10	\$1,300.01	\$1,365.01	\$1,433.26	\$1,504.92
		Hourly	\$12.1261	\$12.7324	\$13.3690	\$14.0374	\$14.7393	\$15.4763	\$16.2501	\$17.0626	\$17.9157	\$18.8115
5	Custodian	Annually	\$27,744.42	\$29,131.64	\$30,588.22	\$32,117.63	\$33,723.51	\$35,409.69	\$37,180.17	\$39,039.18	\$40,991.14	\$43,040.70
		Monthly	\$2,312.03	\$2,427.64	\$2,549.02	\$2,676.47	\$2,810.29	\$2,950.81	\$3,098.35	\$3,253.27	\$3,415.93	\$3,586.72
		Bi-Weekly	\$1,067.09	\$1,120.45	\$1,176.47	\$1,235.29	\$1,297.06	\$1,361.91	\$1,430.01	\$1,501.51	\$1,576.58	\$1,655.41
		Hourly	\$13.3387	\$14.0056	\$14.7059	\$15.4412	\$16.2132	\$17.0239	\$17.8751	\$18.7688	\$19.7073	\$20.6926
6	Laborer	Annually	\$30,796.30	\$32,336.12	\$33,952.93	\$35,650.57	\$37,433.10	\$39,304.76	\$41,269.99	\$43,333.49	\$45,500.17	\$47,775.18
		Monthly	\$2,566.36	\$2,694.68	\$2,829.41	\$2,970.88	\$3,119.43	\$3,275.40	\$3,439.17	\$3,611.12	\$3,791.68	\$3,981.26
		Bi-Weekly	\$1,184.47	\$1,243.70	\$1,305.88	\$1,371.18	\$1,439.73	\$1,511.72	\$1,587.31	\$1,666.67	\$1,750.01	\$1,837.51
		Hourly	\$14.8059	\$15.5462	\$16.3235	\$17.1397	\$17.9967	\$18.8965	\$19.8413	\$20.8334	\$21.8751	\$22.9688
7	Advanced Clerk Typist	Annually	\$34,183.90	\$35,893.09	\$37,687.75	\$39,572.13	\$41,550.74	\$43,628.28	\$45,809.69	\$48,100.18	\$50,505.19	\$53,030.45
	Laborer-Light Equipment Operator	Monthly	\$2,848.66	\$2,991.09	\$3,140.65	\$3,297.68	\$3,462.56	\$3,635.69	\$3,817.47	\$4,008.35	\$4,208.77	\$4,419.20
		Bi-Weekly	\$1,314.77	\$1,380.50	\$1,449.53	\$1,522.01	\$1,598.11	\$1,678.01	\$1,761.91	\$1,850.01	\$1,942.51	\$2,039.63
		Hourly	\$16.4346	\$17.2563	\$18.1191	\$19.0251	\$19.9763	\$20.9751	\$22.0239	\$23.1251	\$24.2813	\$25.4954
8	Administrative Secretary	Annually	\$37,944.13	\$39,841.33	\$41,833.40	\$43,925.07	\$46,121.32	\$48,427.39	\$50,848.76	\$53,391.20	\$56,060.76	\$58,863.79
	Assistant to the Prosecutor	Monthly	\$3,162.01	\$3,320.11	\$3,486.12	\$3,660.42	\$3,843.44	\$4,035.62	\$4,237.40	\$4,449.27	\$4,671.73	\$4,905.32
	Court Clerk II	Bi-Weekly	\$1,459.39	\$1,532.36	\$1,608.98	\$1,689.43	\$1,773.90	\$1,862.59	\$1,955.72	\$2,053.51	\$2,156.18	\$2,263.99
	Equipment Operator	Hourly	\$18.2424	\$19.1545	\$20.1122	\$21.1178	\$22.1737	\$23.2824	\$24.4465	\$25.6688	\$26.9523	\$28.2999
	Account Clerk II											

SCHEDULE A - BASE PAY STEPS FOR CLASSIFIED EMPLOYEES

Grade	Position Title	Pay Frequency	Steps									
			A	B	C	D	E	F	G	H	I	J
9	Administrative Assistant	Annually	\$42,497.42	\$44,622.29	\$46,853.41	\$49,196.08	\$51,655.88	\$54,238.68	\$56,950.61	\$59,798.14	\$62,788.05	\$65,927.45
	Accounts Payable Specialist	Monthly	\$3,541.45	\$3,718.52	\$3,904.45	\$4,099.67	\$4,304.66	\$4,519.89	\$4,745.88	\$4,983.18	\$5,232.34	\$5,493.95
	Dispatcher	Bi-Weekly	\$1,634.52	\$1,716.24	\$1,802.05	\$1,892.16	\$1,986.76	\$2,086.10	\$2,190.41	\$2,299.93	\$2,414.92	\$2,535.67
	Executive Secretary to the Director	Hourly	\$20.4315	\$21.4530	\$22.5257	\$23.6520	\$24.8346	\$26.0763	\$27.3801	\$28.7491	\$30.1866	\$31.6959
	Executive Secretary to the Police Chief											
	General Maintenance Worker											
	Heavy Equipment Operator											
	Inspector I											
	Mechanic											
	Print Shop Operator											
	Recreation Supervisor I											
	Tree Trimmer											
10	Accountant	Annually	\$47,597.11	\$49,976.97	\$52,475.82	\$55,099.61	\$57,854.59	\$60,747.32	\$63,784.68	\$66,973.92	\$70,322.61	\$73,838.74
	Crew Leader	Monthly	\$3,966.43	\$4,164.75	\$4,372.98	\$4,591.63	\$4,821.22	\$5,062.28	\$5,315.39	\$5,581.16	\$5,860.22	\$6,153.23
	Lead Dispatcher - Supervisor	Bi-Weekly	\$1,830.66	\$1,922.19	\$2,018.30	\$2,119.22	\$2,225.18	\$2,336.44	\$2,453.26	\$2,575.92	\$2,704.72	\$2,839.95
	Lead Mechanic	Hourly	\$22.8832	\$24.0274	\$25.2288	\$26.4902	\$27.8147	\$29.2054	\$30.6657	\$32.1990	\$33.8089	\$35.4994
	Public Works Parks Inspector											
	Recreation Supervisor II											
	Crime Analyst											
	Lead Inspector											
	Administrative Analyst											
	Human Resources Generalist											
	Budget Analyst-Purchasing Specialist											
	Information Technology Specialist											
11	Court Administrator	Annually	\$53,308.77	\$55,974.20	\$58,772.91	\$61,711.56	\$64,797.14	\$68,037.00	\$71,438.85	\$75,010.79	\$78,761.33	\$82,699.39
	Fleet Manager	Monthly	\$4,442.40	\$4,664.52	\$4,897.74	\$5,142.63	\$5,399.76	\$5,669.75	\$5,953.24	\$6,250.90	\$6,563.44	\$6,891.62
	Forestry Supervisor	Bi-Weekly	\$2,050.34	\$2,152.85	\$2,260.50	\$2,373.52	\$2,492.20	\$2,616.81	\$2,747.65	\$2,885.03	\$3,029.28	\$3,180.75
	Golf Manager	Hourly	\$25.6292	\$26.9107	\$28.2562	\$29.6690	\$31.1525	\$32.7101	\$34.3456	\$36.0629	\$37.8660	\$39.7593
	Golf Superintendent											
	Multi-Discipline Inspector											
	Project Manager I											
	Financial Analyst											
	Senior Accountant											
	Facilities Manager											
	Parks Supervisor											
12	Planning- Zoning Administrator	Annually	\$60,238.91	\$63,250.85	\$66,413.39	\$69,734.06	\$73,220.77	\$76,881.80	\$80,725.89	\$84,762.19	\$89,000.30	\$93,450.31
	Project Manager II	Monthly	\$5,019.91	\$5,270.90	\$5,534.45	\$5,811.17	\$6,101.73	\$6,406.82	\$6,727.16	\$7,063.52	\$7,416.69	\$7,787.53
	Sanitation Superintendent	Bi-Weekly	\$2,316.88	\$2,432.73	\$2,554.36	\$2,682.08	\$2,816.18	\$2,956.99	\$3,104.84	\$3,260.08	\$3,423.09	\$3,594.24
	Senior Public Works Manager	Hourly	\$28.9610	\$30.4091	\$31.9295	\$33.5260	\$35.2023	\$36.9624	\$38.8105	\$40.7511	\$42.7886	\$44.9280
	Street Superintendent											
	Information Technology Manager											
	Senior Building Inspector-Plan Reviewer											
	Human Resources Manager											
13	Deputy Director of Recreation	Annually	\$68,069.96	\$71,473.46	\$75,047.13	\$78,799.49	\$82,739.47	\$86,876.44	\$91,220.26	\$95,781.27	\$100,570.34	\$105,598.86
	Deputy Director of Parks Maintenance	Monthly	\$5,672.50	\$5,956.12	\$6,253.93	\$6,566.62	\$6,894.96	\$7,239.70	\$7,601.69	\$7,981.77	\$8,380.84	\$8,799.90
	Deputy Dir. of Planning & Dev./Bldg. Commissioner	Bi-Weekly	\$2,618.08	\$2,748.98	\$2,886.43	\$3,030.75	\$3,182.29	\$3,341.40	\$3,508.47	\$3,683.90	\$3,868.09	\$4,061.49
		Hourly	\$32.7259	\$34.3622	\$36.0804	\$37.8844	\$39.7786	\$41.7675	\$43.8559	\$46.0487	\$48.3511	\$50.7687

SCHEDULE A - BASE PAY STEPS FOR CLASSIFIED EMPLOYEES												
			Steps									
13	Deputy Director of Recreation	Annually	\$68,069.96	\$71,473.46	\$75,047.13	\$78,799.49	\$82,739.47	\$86,876.44	\$91,220.26	\$95,781.27	\$100,570.34	\$105,598.86
	Deputy Director of Parks Maintenance	Monthly	\$5,672.50	\$5,956.12	\$6,253.93	\$6,566.62	\$6,894.96	\$7,239.70	\$7,601.69	\$7,981.77	\$8,380.86	\$8,799.90
	Deputy Dir. of Planning & Dev./Bldg. Commissioner	Bi-Weekly	\$2,618.08	\$2,748.98	\$2,886.43	\$3,030.75	\$3,182.29	\$3,341.40	\$3,508.47	\$3,683.90	\$3,868.09	\$4,061.49
		Hourly	\$32.7259	\$34.3622	\$36.0804	\$37.8844	\$39.7786	\$41.7675	\$43.8559	\$46.0487	\$48.3511	\$50.7687
14	Assistant Director of Finance	Annually	\$78,280.46	\$82,194.48	\$86,304.20	\$90,619.42	\$95,150.39	\$99,907.91	\$104,903.30	\$110,148.47	\$115,655.89	\$121,438.68
		Monthly	\$6,523.37	\$6,849.54	\$7,192.02	\$7,551.62	\$7,929.20	\$8,325.66	\$8,741.94	\$9,179.04	\$9,637.99	\$10,119.89
		Bi-Weekly	\$3,010.79	\$3,161.33	\$3,319.39	\$3,485.36	\$3,659.63	\$3,842.61	\$4,034.74	\$4,236.48	\$4,448.30	\$4,670.72
		Hourly	\$37.6348	\$39.5166	\$41.4924	\$43.5670	\$45.7454	\$48.0326	\$50.4343	\$52.9560	\$55.6038	\$58.3840

SCHEDULE A - BASE PAY STEPS FOR CLASSIFIED UNIFORMED POLICE EMPLOYEES

Grade	Position Title	Pay Frequency	Steps					
			A	B	C	D	E	F
P-1	Police Officer Trainee	Annually	\$51,840.00	\$54,432.00	\$57,153.60	\$60,011.28	\$63,011.84	\$66,162.44
		Monthly	\$4,320.00	\$4,536.00	\$4,762.80	\$5,000.94	\$5,250.99	\$5,513.54
		Bi-Weekly	\$1,993.85	\$2,093.54	\$2,198.22	\$2,308.13	\$2,423.53	\$2,544.71
		Hourly	\$24.9231	\$26.1692	\$27.4777	\$28.8516	\$30.2942	\$31.8089
P-2	Police Officer	Annually	\$59,878.00	\$62,871.90	\$66,015.50	\$69,316.27	\$72,782.08	\$76,421.00
		Monthly	\$4,989.83	\$5,239.33	\$5,501.29	\$5,776.36	\$6,065.17	\$6,368.42
		Bi-Weekly	\$2,303.00	\$2,418.15	\$2,539.06	\$2,666.01	\$2,799.31	\$2,939.27
		Hourly	\$28.7875	\$30.2269	\$31.7382	\$33.3251	\$34.9914	\$36.7409
P-3	Police Sergeant	Annually	\$73,610.00	\$77,290.50	\$81,155.03	\$85,212.78	\$89,473.42	\$93,947.09
		Monthly	\$6,134.17	\$6,440.88	\$6,762.92	\$7,101.06	\$7,456.12	\$7,828.92
		Bi-Weekly	\$2,831.15	\$2,972.71	\$3,121.35	\$3,277.41	\$3,441.29	\$3,613.35
		Hourly	\$35.3894	\$37.1589	\$39.0168	\$40.9677	\$43.0161	\$45.1669
P-4	Police Lieutenant	Annually	\$84,915.00	\$89,160.75	\$93,618.79	\$98,299.73	\$103,214.71	
		Monthly	\$7,076.25	\$7,430.06	\$7,801.57	\$8,191.64	\$8,601.23	
		Bi-Weekly	\$3,265.96	\$3,429.26	\$3,600.72	\$3,780.76	\$3,969.80	
		Hourly	\$40.8245	\$42.8657	\$45.0090	\$47.2595	\$49.6225	
P-5	Police Captain	Annually	\$94,544.00	\$99,271.20	\$104,234.76	\$109,446.50	\$114,918.82	
		Monthly	\$7,878.67	\$8,272.60	\$8,686.23	\$9,120.54	\$9,576.57	
		Bi-Weekly	\$3,636.31	\$3,818.12	\$4,009.03	\$4,209.48	\$4,419.95	
		Hourly	\$45.4538	\$47.7265	\$50.1129	\$52.6185	\$55.2494	
P-6	Deputy Police Chief	Annually	\$103,007.00	\$108,157.35	\$113,565.22	\$119,243.48	\$125,205.65	
		Monthly	\$8,583.92	\$9,013.11	\$9,463.77	\$9,936.96	\$10,433.80	
		Bi-Weekly	\$3,961.81	\$4,159.90	\$4,367.89	\$4,586.29	\$4,815.60	
		Hourly	\$49.5226	\$51.9987	\$54.5987	\$57.3286	\$60.1950	

SCHEDULE A - BASE PAY STEPS FOR CLASSIFIED UNIFORMED FIRE EMPLOYEES								
			Steps					
Grade	Position	Pay Frequency	A	B	C	D	E	F
F-1	Paramedic Firefighter	Annually	\$62,909.00	\$66,054.45	\$69,357.17	\$72,825.03	\$76,466.28	\$80,289.60
		Monthly	\$5,242.42	\$5,504.54	\$5,779.76	\$6,068.75	\$6,372.19	\$6,690.80
		Bi-weekly	\$2,419.58	\$2,540.56	\$2,667.58	\$2,800.96	\$2,941.01	\$3,088.06
		Hourly	\$21.6034	\$22.6835	\$23.8177	\$25.0086	\$26.2590	\$27.5720
F-2	Paramedic Fire Captain	Annually	\$73,720.00	\$77,599.64	\$81,683.83	\$85,982.98	\$90,508.40	\$95,272.00
		Monthly	\$6,143.33	\$6,466.64	\$6,806.99	\$7,165.25	\$7,542.37	\$7,939.33
		Bi-weekly	\$2,835.38	\$2,984.60	\$3,141.69	\$3,307.04	\$3,481.09	\$3,664.31
		Hourly	\$25.3159	\$26.6482	\$28.0508	\$29.5271	\$31.0812	\$32.7170
F-3	Batallion Chief	Annually	\$86,756.00	\$91,322.44	\$96,128.89	\$101,188.30	\$106,514.00	
		Monthly	\$7,229.67	\$7,610.20	\$8,010.74	\$8,432.36	\$8,876.17	
		Bi-weekly	\$3,336.77	\$3,512.40	\$3,697.26	\$3,891.86	\$4,096.69	
		Hourly	\$29.7926	\$31.3607	\$33.0113	\$34.7487	\$36.5776	
F-4		Annually	\$86,756.00	\$91,322.44	\$96,128.89	\$101,188.30	\$106,514.00	
		Monthly	\$7,229.67	\$7,610.20	\$8,010.74	\$8,432.36	\$8,876.17	
		Bi-weekly	\$3,336.77	\$3,512.40	\$3,697.26	\$3,891.86	\$4,096.69	
		Hourly	\$41.7096	\$43.9050	\$46.2158	\$48.6482	\$51.2087	
F-5	Deputy Fire Chief	Annually	\$98,035.00	\$103,194.51	\$108,625.80	\$114,342.95	\$120,361.00	
		Monthly	\$8,169.58	\$8,599.54	\$9,052.15	\$9,528.58	\$10,030.08	
		Bi-weekly	\$3,770.58	\$3,969.02	\$4,177.92	\$4,397.81	\$4,629.27	
		Hourly	\$47.1322	\$49.6127	\$52.2239	\$54.9726	\$57.8659	

Section 2. From and after February 8, 2021, seasonal and part-time employees of the City may be employed at an hourly rate in accordance with the following Schedule B (hourly pay rates for seasonal and part-time employees).

SCHEDULE B - HOURLY PAY RATES FOR SEASONAL AND PART-TIME EMPLOYEES

		<i>Steps</i>									
<i>Grade</i>	<i>Position Title</i>	A	B	C	D	E	F	G	H	I	J
P01		\$8.7500	\$9.1875	\$9.6469	\$10.1292	\$10.6357	\$11.1675				
P02	Cashier	\$9.0000	\$9.4500	\$9.9225	\$10.4186	\$10.9396	\$11.4865				
	Control Desk Associate										
	Facility Attendant										
	Child Care Assistant										
	Camp Counselor										
	Golf Course Attendant										
	Park Attendant										
	Youth Job Corps Worker										
P03	Lifeguard	\$9.2500	\$9.7125	\$10.1981	\$10.7080	\$11.2434	\$11.8056				
	Recreation Program Leader										
	Traffic Escort										
P04	Inclusion Counselor	\$9.7500	\$10.2375	\$10.7494	\$11.2868	\$11.8512	\$12.4437				
	Facility Attendant II										
P05	Pool Technician	\$10.0000	\$10.5000	\$11.0250	\$11.5763	\$12.1551	\$12.7628				
P06	Head Lifeguard	\$10.5000	\$11.0250	\$11.5763	\$12.1551	\$12.7628	\$13.4010				
	Swim Instructor										
P07	Asstistant Pool Manager	\$12.0000	\$12.6000	\$13.2300	\$13.8915	\$14.5861	\$15.3154				
	Assistant Camp Director										
	Facility Monitor										
	Intern										
P08	Camp Director	\$13.5000	\$14.1750	\$14.8838	\$15.6279	\$16.4093	\$17.2298				
	Pool Manager										
	Golf Shop Supervisor										
	Recreation Progam Supervisor										

SCHEDULE B - HOURLY PAY RATES FOR SEASONAL AND PART-TIME EMPLOYEES

		<i>Steps</i>									
<i>Grade</i>	<i>Position Title</i>	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>F</i>	<i>G</i>	<i>H</i>	<i>I</i>	<i>J</i>
P20	PT Clerk Typist	\$11.0237	\$11.5749	\$12.1536	\$12.7613	\$13.3994	\$14.0693	\$14.7728	\$15.5114	\$16.2870	\$17.1014
	PT Court Clerk										
P21	PT Parking Attendant	\$12.1261	\$12.7324	\$13.3690	\$14.0374	\$14.7393	\$15.4763	\$16.2501	\$17.0626	\$17.9157	\$18.8115
	PT Police/Fire Cadet										
P22	PT Custodian	\$13.3387	\$14.0056	\$14.7059	\$15.4412	\$16.2132	\$17.0239	\$17.8751	\$18.7688	\$19.7073	\$20.6926
P23	PT Laborer	\$14.8059	\$15.5462	\$16.3235	\$17.1397	\$17.9967	\$18.8965	\$19.8413	\$20.8334	\$21.8751	\$22.9688
P24	PT Advanced Clerk Typist	\$16.4346	\$17.2563	\$18.1191	\$19.0251	\$19.9763	\$20.9751	\$22.0239	\$23.1251	\$24.2813	\$25.4954
P25	PT Administrative Secretary	\$18.2424	\$19.1545	\$20.1122	\$21.1178	\$22.1737	\$23.2824	\$24.4465	\$25.6688	\$26.9523	\$28.2999
P26	PT Dispatcher	\$20.4315	\$21.4530	\$22.5257	\$23.6520	\$24.8346	\$26.0763	\$27.3801	\$28.7491	\$30.1866	\$31.6959
	PT Senior Coordinator										
P27	PT Paramedic Firefighter	\$21.6034	\$22.6835	\$23.8177	\$25.0086	\$26.2590	\$27.5720				
P28	PT Public Works Inspector	\$22.8832	\$24.0274	\$25.2288	\$26.4902	\$27.8147	\$29.2054	\$30.6657	\$32.1990	\$33.8089	\$35.4994
P29	PT Loop Special Bus. Dist. Coord.	\$25.6292	\$26.9107	\$28.2562	\$29.6690	\$31.1525	\$32.7101	\$34.3456	\$36.0629	\$37.8660	\$39.7593

Section 3. From and after February 8, 2021, City employees in the unclassified service of the City, except as otherwise noted, shall receive as compensation for their services the amounts hereinafter set forth, or where a grade in salary is specified, such amounts as may be fixed by the City Manager within the specified grade in accordance with the following Schedule C (base pay rates for unclassified full-time, part-time, temporary or grant-funded employees) and shall additionally receive as compensation for their services such benefits generally provided in the Administrative Regulations now in effect, all of which are hereby adopted, approved, and incorporated herein by this reference.

SCHEDULE C - BASE PAY RATES FOR UNCLASSIFIED FULL-TIME, PART-TIME, TEMPORARY OR GRANT-FUNDED EMPLOYEES												
Steps												
Grade	Position Title	Pay Frequency	A	B	C	D						
SO4	Judge of City Court (Substitute)	Monthly	\$260.00									
SO5	Judge of City Court	Monthly	\$2,462.00	\$2,592.00	\$2,728.00	\$2,872.00						
SO6	Prosecuting City Attorney (Substitute)	Per Session	\$500.00									
SO7	Prosecuting City Attorney	Monthly	\$3,644.00	\$3,836.00	\$4,037.00	\$4,251.00						
Steps												
Grade	Position Title	Pay Frequency	A	B	C	D	E	F	G	H	I	J
9	Secretary to the City Manager	Annually	\$42,497.42	\$44,622.29	\$46,853.41	\$49,196.08	\$51,655.88	\$54,238.68	\$56,950.61	\$59,798.14	\$62,788.05	\$65,927.45
		Monthly	\$3,541.45	\$3,718.52	\$3,904.45	\$4,099.67	\$4,304.66	\$4,519.89	\$4,745.88	\$4,983.18	\$5,232.34	\$5,493.95
		Bi-Weekly	\$1,634.52	\$1,716.24	\$1,802.05	\$1,892.16	\$1,986.76	\$2,086.10	\$2,190.41	\$2,299.93	\$2,414.92	\$2,535.67
		Hourly	\$20.4315	\$21.4530	\$22.5257	\$23.6520	\$24.8346	\$26.0763	\$27.3801	\$28.7491	\$30.1866	\$31.6959
13	City Clerk	Annually	\$68,069.96	\$71,473.46	\$75,047.13	\$78,799.49	\$82,739.47	\$86,876.44	\$91,220.26	\$95,781.27	\$100,570.34	\$105,598.86
		Monthly	\$5,672.50	\$5,956.12	\$6,253.93	\$6,566.62	\$6,894.96	\$7,239.70	\$7,601.69	\$7,981.77	\$8,380.86	\$8,799.90
		Bi-Weekly	\$2,618.08	\$2,748.98	\$2,886.43	\$3,030.75	\$3,182.29	\$3,341.40	\$3,508.47	\$3,683.90	\$3,868.09	\$4,061.49
		Hourly	\$32.7259	\$34.3622	\$36.0804	\$37.8844	\$39.7786	\$41.7675	\$43.8559	\$46.0487	\$48.3511	\$50.7687
Salary Range												
Grade	Position Title	Pay Frequency	Minimum	Midpoint	Maximum							
E-1	Assistant City Manager	Annually	\$79,457.00	\$97,335.00	\$115,213.00							
		Monthly	\$6,621.42	\$8,111.25	\$9,601.08							
		Bi-weekly	\$3,056.04	\$3,743.65	\$4,431.27							
		Hourly	\$38.2005	\$46.7957	\$55.3909							
E-2	Director of Parks, Recreation & Forestry	Annually	\$95,349.00	\$116,802.00	\$138,255.00							
	Director of Planning & Development	Monthly	\$7,945.75	\$9,733.50	\$11,521.25							
	Director of Public Works	Bi-weekly	\$3,667.27	\$4,492.38	\$5,317.50							
		Hourly	\$45.8409	\$56.1548	\$66.4688							
E-3	Asst. to the City Manager/Dir. of Communications	Annually	\$104,129.00	\$131,385.00	\$150,987.00							
	Asst. to the City Manager/Dir. of Economic Development	Monthly	\$8,677.42	\$10,948.75	\$12,582.25							
	Asst. to the City Manager/Dir. of Human Resources	Bi-weekly	\$4,004.96	\$5,053.27	\$5,807.19							
	Director of Finance	Hourly	\$50.0620	\$63.1659	\$72.5899							
	Fire Chief											
	Police Chief											
E-4	City Manager	Annually	\$127,558.00	\$164,231.00	\$191,337.00							
		Monthly	\$10,629.83	\$13,685.92	\$15,944.75							
		Bi-weekly	\$4,906.08	\$6,316.58	\$7,359.12							
		Hourly	\$61.3260	\$78.9572	\$91.9889							

Section 4. From and after June 29, 1994, all full-time non-executive, non-administrative or non-professional employees shall be subject to the work week or work cycle and regulations relating to overtime work, except as noted. A listing of executive, administrative, and professionally designated employees or positions shall be issued by the City Manager.

1. Department directors shall not be paid overtime nor receive compensatory time for hours worked in excess of 40 per week.
2. Department directors may grant compensatory time on a straight time basis to their designated executive, administrative, or professional employees for hours worked in excess of 40 hours per week. Such employees are exempt from FLSA provisions.
3. The normal work week for full-time office, field, maintenance, and police personnel, and for police and fire executive and administrative employees, is set at 40 hours per week.
4. Hours worked in excess of 40 hours per week, when authorized in advance by department directors, may be paid at the rate of time and one-half or in lieu thereof, department directors in their discretion may grant compensatory time off also at the rate of time and one-half up to an accumulation allowable under FLSA provisions.
5. The average work week of Battalion Chiefs shall be 56 hours. They shall not be compensated for any hours in excess of 56 hours.

Section 5.

- A. From and after June 28, 2006, initially payable July 14, 2006, the commissioned Police personnel, in the pay grades shown, shall receive compensation for five years consecutive City service, with the exception of military leave of absence, in their present classification in the following amounts, from the sixth (6th) year through the seventh (7th) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
16P	Police Sergeant	\$63
18P	Police Lieutenant	67
20P	Police Captain	71

- B. From and after June 28, 2006, initially payable July 14, 2006, the commissioned Police personnel, in the pay grades shown, shall receive compensation for seven years consecutive City service, with the exception of military leave of absence, in their present classification in the following amounts, from and after the eighth (8th) year through the tenth (10th) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
14P	Police Officer	\$49
16P	Police Sergeant	123
18P	Police Lieutenant	132
20P	Police Captain	142

- C. From and after June 28, 2006, initially payable July 14, 2006, the commissioned Police personnel, in the pay grades shown, shall receive compensation for ten years consecutive City service, with the exception of military leave of absence, in their present classification in the following amounts, from and after the eleventh

(11th) year through the fourteenth (14th) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
14P	Police Officer	\$80

- D. From and after June 28, 2006, initially payable July 14, 2006, the commissioned Police personnel, in the pay grades shown, shall receive compensation for fourteen years consecutive City service, with the exception of military leave of absence, in their present classification in the following amounts, from and after the fifteenth (15th) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
14P	Police Officer	\$92

- E. From and after June 28, 2006, initially payable July 14, 2006, Paramedic Fire Captains, Firefighters, and Paramedic Firefighters shall receive compensation for seven (7) years consecutive City service, excepting military leave of absence, in their present classification in the following amounts, from the eighth (8th) year through the tenth (10th) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
11A	Firefighters	\$77
11M	Paramedic Firefighters	77
16M	Paramedic Fire Captains	86

- F. From and after June 28, 2006, initially payable July 14, 2006, Firefighters and Paramedic Firefighters shall receive compensation for ten (10) years consecutive City service, excepting military leave of absence, in their present classification in the following amounts, from the eleventh (11th) year through the twentieth (20th) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
11A	Firefighters	\$133
11M	Paramedic Firefighters	133
16M	Paramedic Fire Captains	133

- G. The following is only for Firefighters, Paramedic Firefighters, and Paramedic Fire Captains who will be receiving 20 years longevity pay on August 1, 2013, initially payable August 1, 2013, Firefighters, Paramedic Firefighters, and Paramedic Fire Captains shall receive compensation for twenty (20) years consecutive City service, excepting military leave of absence, in their present classification in the following amount, from the twenty-first (21st) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
11A	Firefighters	\$168
11M	Paramedic Firefighters	168
16M	Paramedic Fire Captains	168

For the purpose of calculating consecutive service in this section, time served in the classifications of Firefighter and Paramedic Firefighter is combined for the same person.

Section 6. From and after June 25, 2008, all full-time employees shall have their hourly rate computed as follows:

1. The hourly rate for all full-time employees, who, according to Section 4, have a set or average work week of 40 hours, shall have their hourly rate computed by multiplying the monthly rate by 12, dividing that product by 2,080.
2. The hourly rate for full-time uniformed Battalion Chiefs of the Fire Department, who, according to Section 4, have an average work week of 56 hours, shall have their hourly rate computed by multiplying the monthly rate by 12, dividing that product by 2,912.

Section 7. Ordinance No. _____ and all ordinances in conflict herewith are hereby repealed.

Section 8. This ordinance shall take effect and be in force from its passage as provided by law.

PASSED this _____ day of _____, 2021.

MAYOR

ATTEST:

CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

CITY ATTORNEY



Title: **Deputy Director of Parks Maintenance**

FLSA Status: Exempt

JOB PURPOSE:

The Deputy Director of Parks Maintenance is a key component to managing the infrastructure and natural assets of the parks, recreation and forestry system, as well as other public spaces. This position works under the general direction of the Director of Parks, Recreation and Forestry, and provides technical administration in all aspects of parks, golf, aquatics, urban forestry, and fleet operations and maintenance. Works with staff, contractors, boards, athletic groups, civic groups, schools, community partners and other departments to provide quality public green spaces, safe, healthy and beautiful public parks and trees, and a rich diversity of facilities and recreational opportunities for the community.

Directs the planning, coordinating, and supervising work of the Maintenance Division(s) (Parks Maintenance, Forestry, Golf, and Fleet) within the Parks, Recreation & Forestry Department; maintains the City's parks, greenways, urban forest, landscaped areas, golf course, aquatic facility, fleet, public spaces and construction services. May serve as staff liaison to the Urban Forestry Commission. Direct subordinates may include Fleet Manager, Golf Superintendent, Forestry Supervisor and Park Supervisors, contractors and volunteers. Serves in the capacity of Director of Parks, Recreation and Forestry in his/her absence.

ESSENTIAL FUNCTIONS

- Prioritizes, assigns, schedules, and oversees the operation of parks, golf, aquatic, urban forestry and fleet maintenance and operational tasks.
- Supervises, trains, schedules, evaluates, and disciplines subordinate staff, as required.
- Serves as Project/Construction Manager for all park related projects.
- May serve as staff liaison to the Urban Forestry Commission.
- Assist in the development and oversight of all park related grants.
- Recommends additions and modifications of park facilities.
- Prioritizes, schedules, and delegates work assignments and determines work procedures.
- Monitors progress, efficiency, and quality of work activities.
- Monitors operating budget and plans annual budget.
- Prepares and maintains records.
- Tracks and completes maintenance and/or injury reports.
- Monitors parks and other facilities to identify and correct safety hazards or concerns.
- Initiates preventive maintenance measures.
- Analyzes organization and community needs, reviews current trends, and reviews statistical reports to look for opportunities of improvement.
- Organizes special projects.
- Maintains inventory of supplies and equipment.
- Prepares and writes specifications for new supplies and equipment requisitions.
- Recommends appointments, discharges, promotions, and demotions of personnel.



- Maintains effective working relationships with employees, other department supervisors, superiors, and members of the public.
- Provides excellent customer service to the public.
- Ensures that operations adhere to local, state, and federal governmental regulations and other applicable rules and requirements.
- Performs other duties as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge

- Budgeting principles, practices and procedures.
- Supervisory principles, practices and procedures.
- Project/Construction management practices and procedures.
- Project/Construction costing methods and techniques.
- Forestry and Horticulture management principles and practices.
- Turf management principles and practices.
- Principles and practices of aquatic facility maintenance.
- Maintenance methods of parks grounds, buildings and equipment.
- Fleet maintenance principles and practices.
- Proper materials and equipment needed for projects.
- Construction and maintenance methods, materials, and equipment.
- Parks and recreation project planning, development, and construction.
- Computer operations and applications, including word processing and spreadsheets.
- Federal and state statutes concerning the work of the department.
- Mathematical skills, including addition, subtraction, division and multiplication, as well as complex mathematical operations.
- General functions and operations of municipal government.

Skills

- Apply supervisory techniques to practical situations.
- Manage division budgets.
- Develop bid specifications.
- Effectively negotiate contracts and other agreements.
- Effectively manage personnel, equipment and supplies to maximize departmental efficiency.
- Inspection techniques.
- Determine work needed from visual inspections.
- Read and understand construction plans and specifications.
- Express and implement ideas on technical subjects clearly and concisely.



- Compile data analyze information and draw conclusions.
- Plan for future parks and recreation improvements and city facility's needs.
- Establish and maintain effective working relationships with city officials, employees, and officials of other governmental bodies.
- Meet and work with contractors, engineering firms, suppliers, and the general public.
- Use various types of office software, including word processing, spreadsheets and project management.
- Complete detailed work accurately.
- Work effectively with a wide range of people.
- Meet specified deadlines.
- Prioritize daily workflow.
- Work as a team member with other employees.
- Communicate effectively with others, both oral and written.
- Work autonomously when necessary.
- Handle multiple tasks simultaneously with frequent interruptions.
- Deal with others in a professional manner.
- Maintain professional composure in heated situations.
- Develop, implement and follow departmental and City policies and procedures.
- Knowledgeable of current trends, resources, legislation, and funding sources.
- Creative and proactive, yet politically sensitive.
- Possess a strong customer service orientation.
- Be a team player.

Abilities

- Ability to educate decision makers; and advocate for the health, wellness, and enjoyment of the community.
- Ability to work extended hours, weekends, and/or holidays as needed.
- Ability to be flexible and hands-on, pitching in wherever needed.
- Demonstrated success in working with a diverse population while maintaining a focus on customer service and customer engagement.
- Ability to build and manage a cohesive, high performing team.
- Must be able to read, write and speak English.

QUALIFICATIONS:

- A Bachelor's degree in Parks and Recreation Management, Natural Resource Management, Forestry, Horticulture, or related industry field with five (5) years of directly related maintenance operations experience, of which three (3) years are at a high supervisory level;



A two-year Associate Arts (AA) or equivalent degree from a recognized college or junior college in Parks and Recreation Management, Natural Resource Management, Forestry, Horticulture, or related green industry field, plus seven (7) years of directly related maintenance operations experience, with a minimum of four (4) years of high supervisory experience;

High School diploma or GED with ten (10) years of directly related maintenance operations experience, with a minimum of five (5) years of high supervisory experience.

- CPR and AED certifications within one (1) year of employment.
- A valid State of Missouri Driver's License and the ability to maintain insurability under the City's vehicle insurance policy. Class B CDL license is desired.
- Certified Park and Recreation Professional designation is desired.
- Certified Public Infrastructure Inspector designation is desired.
- Certified Playground Safety Inspector designation is desired.
- State of Missouri Pesticide License is desired.
- Aquatic Facility Operator or Certified Pool Operator designation is desired.
- L-TAP Road Scholar certifications/designations are desired.
- Foundations of Accessibility Certificate desired.
- NIMS certifications are desired.

OVERALL PHYSICAL STRENGTH DEMANDS:

-Physical strength for this position is indicated below with "X"-				
Sedentary	Light	Medium	Heavy	Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts regularly OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. regularly.	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. regularly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. regularly.

WORK ENVIRONMENT:

C Regularly Over 70%	F Frequently 41% to 70%	O Occasionally 16% to 40%	R Rarely Up to 15%	N Never 0%
-Physical Demand-				-Frequency-
Sitting				F
Talking				F



Hearing	F
Feeling attributes of objects (e.g., determining size, shape, temperature, or texture by touching with fingertips)	R
Grasping	O
Pushing	O
Standing	O
Walking	O
Driving	O
Reaching with hands/arms	O
Stooping, kneeling, crouching, crawling	R
Climbing or balancing	R
Repetitive wrist, and or finger movement	O
Moving up and down from/to sitting position on the floor	R
Physical support and care of children (e.g. diapering, feeding, positioning, etc.)	N

ENVIRONMENTAL CONDITIONS:

C Regularly Over 70%	F Frequently 41% to 70%	O Occasionally 16% to 40%	R Rarely Up to 15%	N Never 0%
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-Environmental Condition-	-Frequency-
Work in confined spaces (crawl spaces, shafts, pipelines)	R
Wet, humid conditions (non-weather)	O
Varying, inclement outdoor weather conditions	O
Vibration	R
Work in hazardous traffic conditions (does not include regular traffic commute)	O
Extreme cold (non-weather; 1 hour)	R
Extreme heat (non-weather; >100 deg. F for > 1 hour)	R
Subject to oils (mechanical or food)	R
Required to wear a respirator	N
Fumes or airborne particles	R
Work near moving mechanical parts	R
Work in high, dangerous places	R
Risk of electrical shock	R
Potentially hazardous bodily fluids	N
Potentially hazardous or cancer-causing agents or chemicals	R



VISUAL ACTIVITIES:

-Activity-	-Usually Required-
Clarity of vision at 20 feet or more.	Yes
Clarity of vision at 20 inches or less.	Yes
Three-dimensional vision- ability to judge distance and space relationships.	No
Precise hand-eye coordination.	No
Ability to identify and distinguish colors.	No

NOISE EXPOSURE:

-Level-	-Indicator-
Very quiet	
Quiet	
Moderate noises (i.e., an office with conversations, photocopiers, and/or computer printers.)	
Loud noise	X
Very loud noise	

Description of loud or very loud noise:

Frequent noise from loud machinery in shop adjacent to office.



SIGNATURE – REVIEW AND COMMENTS:

I have reviewed this description and understand the requirements and responsibilities of the position.

Signature of Employee

Date

Job Title of Supervisor

Signature of Supervisor

Date

Job Title of Department Head

Signature of Department Head

Date

Comments: _____

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required. This description is subject to modification as the needs and requirements of the position change.



TITLE: Parks Supervisor

FLSA Status: Non-Exempt

JOB PURPOSE:

The purpose of this position is to oversee construction, maintenance and repair of City parks, facilities, trails, and other city-owned properties. Responsibilities include planning and administering construction and maintenance, managing operations, ensuring safety, developing and complying with standards and conducting and documenting inspections. The Parks Supervisor is a working position that is responsible for completing a variety of tasks relating to construction and maintenance with the goal of maintaining and improving the city's parks, facilities, trails and other city-owned properties. The Park Supervisor ensures that efforts adhere to city ordinance, codes, policies, and national standards; and works under the direction of the Deputy Director of Parks Maintenance. Direct subordinates may include Parks Crew Leader, Parks Maintenance Technicians, Parks Grounds Technicians, Parks Maintenance Workers, Part-Time Laborers, contractors and volunteers.

ESSENTIAL FUNCTIONS

- Prioritizes, assigns, schedules, and oversees the operation of parks maintenance and operational tasks.
- Supervises, trains, schedules, evaluates, and disciplines subordinate staff, as required.
- Serves as Construction Inspector for all park related projects.
- Recommends additions and modifications of park facilities.
- Prioritizes, schedules, and delegates work assignments and determines work procedures.
- Monitors progress, efficiency, and quality of work activities.
- Assists in the monitoring the operating budget and plans annual budget.
- Prepares and maintains records.
- Tracks and completes maintenance and/or injury reports.
- Monitors parks and other facilities to identify and correct safety hazards or concerns.
- Initiates preventive maintenance measures.
- Organizes special projects.
- Maintains inventory of supplies and equipment.
- Prepares and writes specifications for new supplies and equipment requisitions.
- Assists in the recommendation of appointments, discharges, promotions, and demotions of personnel.
- Maintains effective working relationships with employees, other department supervisors, superiors, and members of the public.
- Provides excellent customer service to the public.
- Ensures that operations adhere to local, state, and federal governmental regulations and other applicable rules and requirements.
- Coordinate with Recreation Division to schedule maintenance needs for programs, special events, and pool.
- Performs other duties as required.



KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge

- Budgeting principles, practices and procedures.
- Supervisory principles, practices and procedures.
- Project/Construction management practices and procedures.
- Project/Construction costing methods and techniques.
- Turf management principles and practices.
- Principles and practices of aquatic facility maintenance.
- Maintenance methods of parks grounds, buildings and equipment.
- Proper materials and equipment needed for projects.
- Construction and maintenance methods, materials, and equipment.
- Parks and recreation project planning, development, and construction.
- Computer operations and applications, including word processing and spreadsheets.
- Federal and state statutes concerning the work of the department.
- Mathematical skills, including addition, subtraction, division and multiplication, as well as complex mathematical operations.
- General functions and operations of municipal government.

Skills

- Apply supervisory techniques to practical situations.
- Manage division budgets.
- Develop bid specifications.
- Effectively manage personnel, equipment and supplies to maximize departmental efficiency.
- Inspection techniques.
- Determine work needed from visual inspections.
- Read and understand construction plans and specifications.
- Express and implement ideas on technical subjects clearly and concisely.
- Compile data analyze information and draw conclusions.
- Plan for future parks and recreation improvements and city facility's needs.
- Establish and maintain effective working relationships with city officials, employees, and officials of other governmental bodies.
- Meet and work with contractors, engineering firms, suppliers, and the general public.
- Use various types of office software, including word processing, spreadsheets and project management.
- Complete detailed work accurately.
- Work effectively with a wide range of people.
- Meet specified deadlines.
- Prioritize daily workflow.



- Work as a team member with other employees.
- Communicate effectively with others, both oral and written.
- Work autonomously when necessary.
- Handle multiple tasks simultaneously with frequent interruptions.
- Deal with others in a professional manner.
- Maintain professional composure in heated situations.
- Develop, implement and follow departmental and City policies and procedures.
- Knowledgeable of current trends, resources, legislation, and funding sources.
- Creative and proactive, yet politically sensitive.
- Possess a strong customer service orientation.
- Be a team player.

Abilities

- Ability to educate decision makers; and advocate for the health, wellness, and enjoyment of the community.
- Ability to work extended hours, weekends, and/or holidays as needed.
- Ability to be flexible and hands-on, pitching in wherever needed.
- Demonstrated success in working with a diverse population while maintaining a focus on customer service and customer engagement.
- Ability to build and manage a cohesive, high performing team.
- Must be able to read, write and speak English.

QUALIFICATIONS:

- Must be at least 20 years old.
- A Bachelor's degree in Parks and Recreation Management, Natural Resource Management, Forestry, Horticulture, or related industry field with two (2) years of directly related maintenance operations experience, of which one (1) year of supervisory experience;

A two-year Associate Arts (AA) or equivalent degree from a recognized college or junior college in Parks and Recreation Management, Natural Resource Management, Forestry, Horticulture, or related green industry field, plus three (3) years of directly related maintenance operations experience, with a minimum of two (2) year of supervisory experience;

High School diploma or GED with five (5) years of directly related maintenance operations experience, with a minimum of three (3) years of supervisory experience.

- Intermediate knowledge/skills - operating light and heavy equipment.



- Intermediate knowledge - plumbing, electrical, carpentry.
- Intermediate knowledge - horticulture and forestry.
- Intermediate knowledge/skills - irrigation.
- Intermediate knowledge/skills - athletic field and turf maintenance.
- Intermediate reading skills – high school level.
- Intermediate math skills – high school level.
- Intermediate writing skills – high school level.
- Intermediate experience/skills – pool/aquatic maintenance.
- Class “B” Commercial Driver’s License within six (6) months.
- Class “A” Commercial Driver’s License within one (1) year.
- Certified Playground Safety Inspector within one (1) year.
- Missouri Pesticide License within one (1) year.
- CPR/AED Certification within one (1) year.
- Certified Pool Operator or Aquatic Facility Operator desired.
- L-TAP Road Scholar certifications/designations are desired.
- NIMS certifications are desired.
- Excellent interpersonal and communication skills.
- Excellent organization skills.

OVERALL PHYSICAL STRENGTH DEMANDS:

-Physical strength for this position is indicated below with “X”-				
Sedentary	Light	Medium	Heavy	Very Heavy X
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts regularly OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. regularly.	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. regularly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. regularly.

WORK ENVIRONMENT:

C	F	O	R	N
Regularly Over 70%	Frequently 41% to 70%	Occasionally 16% to 40%	Rarely Up to 15%	Never 0%

-Physical Demand-	-Frequency-
Sitting	R
Talking	F
Hearing	F
Feeling attributes of objects (e.g., determining size, shape, temperature, or texture by touching with fingertips)	F
Grasping	F
Pushing	F



Standing	F
Walking	F
Driving	F
Reaching with hands/arms	F
Stooping, kneeling, crouching, crawling	F
Climbing or balancing	F
Repetitive wrist, and or finger movement	F
Moving up and down from/to sitting position on the floor	O
Physical support and care of children (e.g. diapering, feeding, positioning, etc.)	N

ENVIRONMENTAL CONDITIONS:

C Regularly Over 70%	F Frequently 41% to 70%	O Occasionally 16% to 40%	R Rarely Up to 15%	N Never 0%
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-Environmental Condition-	-Frequency-
Work in confined spaces (crawl spaces, shafts, pipelines)	F
Wet, humid conditions (non-weather)	F
Varying, inclement outdoor weather conditions	F
Vibration	F
Work in hazardous traffic conditions (does not include regular traffic commute)	F
Extreme cold (non-weather; 1 hour)	F
Extreme heat (non-weather; >100 deg. F for > 1 hour)	F
Subject to oils (mechanical or food)	F
Required to wear a respirator	R
Fumes or airborne particles	O
Work near moving mechanical parts	F
Work in high, dangerous places	R
Risk of electrical shock	O
Potentially hazardous bodily fluids	N
Potentially hazardous or cancer-causing agents or chemicals	O

VISUAL ACTIVITIES:

-Activity-	-Usually Required-
Clarity of vision at 20 feet or more.	Yes
Clarity of vision at 20 inches or less.	Yes
Three-dimensional vision- ability to judge distance and space relationships.	Yes



Precise hand-eye coordination.	Yes
Ability to identify and distinguish colors.	Yes

NOISE EXPOSURE:

-Level-	-Indicator-
Very quiet	
Quiet	
Moderate noises (i.e., an office with conversations, photocopiers, and/or computer printers.)	X
Loud noise	X
Very loud noise	X

Description of loud or very loud noise:

Equipment, Pumps, Motors.

SIGNATURE – REVIEW AND COMMENTS:

I have reviewed this description and understand the requirements and responsibilities of the position.

_____		_____
Signature of Employee		Date
_____	_____	_____
Job Title of Supervisor	Signature of Supervisor	Date
_____	_____	_____
Job Title of Department Head	Signature of Department Head	Date

Comments: _____



The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required. This description is subject to modification as the needs and requirements of the position change.