



MEETING OF THE CITY COUNCIL  
CITY OF UNIVERSITY CITY  
CITY HALL, Fifth Floor  
6801 Delmar Blvd., University City, Missouri 63130  
Monday, May 22, 2023  
6:30 p.m.

## **AGENDA**

### **A. MEETING CALLED TO ORDER**

### **B. ROLL CALL**

### **C. APPROVAL OF AGENDA**

### **D. PROCLAMATIONS (Acknowledgement)** none

### **E. APPROVAL OF MINUTES** none

### **F. APPOINTMENTS to BOARDS AND COMMISSIONS**

1. John Tieman is nominated to the Historic Preservation Commission as a fill in by Mayor Terry Crow.

### **G. SWEARING IN TO BOARDS AND COMMISSIONS**

1. Tim Schroeder was sworn in at the Urban Forestry meeting on May 10, 2023
2. Christopher Lhotak was sworn in to the Senior Commission in the Clerk's office on May 11, 2023

### **H. CITIZEN PARTICIPATION (Total of 15 minutes allowed)**

***Request to Address the Council Forms are located on the ledge just inside the entrance.***

***Please complete and place the form in the basket at the front of the room.***

*The public may also submit 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](mailto: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.*

### **I. COUNCIL COMMENTS**

### **J. PUBLIC HEARINGS** none

### **K. CONSENT AGENDA (1 voice vote required)** 1. Monument, Dedications and Donations Policy

### **L. CITY MANAGER'S REPORT – (voice vote on each item as needed)** 1. FY23 3<sup>rd</sup> Quarter Financial Report 2. CUP 22-13 Application for a Conditional Use Permit for "Schools, private; including college or university-level facilities" in the Public Activity (PA) District in the University City Civic Plaza Historic District.

### **M. UNFINISHED BUSINESS (2<sup>nd</sup> and 3<sup>rd</sup> readings – roll call vote required)**

1. **Bill 9512 – AN ORDINANCE FIXING THE COMPENSATION TO BE PAID TO CITY OFFICIALS AND EMPLOYEES AS ENUMERATED HEREIN FROM AND AFTER PASSAGE, AND REPEALING ORDINANCE NO. 7186.**

2. **Bill 9513** - AN ORDINANCE AMENDING SECTIONS 400.690 AND 400.700 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO CONDITIONAL USES, AND DENSITY AND DIMENSIONAL REGULATIONS, RESPECTIVELY, IN THE PUBLIC ACTIVITY DISTRICT, BY AMENDING SECTION 400.690.A.12, RELATING TO SCHOOLS, PRIVATE, AND SECTION 400.700.A.1, RELATING TO MINIMUM LOT SIZE..
3. **Bill 9515** – AN ORDINANCE AMENDING SCHEDULE III, TABLE III-A OF THE TRAFFIC CODE OF THE UNIVERSITY CITY MUNICIPAL CODE, RELATING TO PARKING PROHIBITED ON CERTAIN STREETS DURING DESIGNATED HOURS, BY ADDING THEREIN THE NORTH SIDE OF PERSHING AVENUE FROM ROSSI AVENUE TO A POINT 325 FEET TO THE WEST

**N. NEW BUSINESS**

***Resolutions (voice vote required)***

1. **Resolution 2023-10** – Fiscal Year 2022-2023 Budget Amendment #4

***Bills (Introduction and 1<sup>st</sup> reading - no vote required)***

none

**O. 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

**P. CITIZEN PARTICIPATION (continued if needed)**

**Q. COUNCIL COMMENTS**

**R. EXECUTIVE SESSION (roll call vote required)**

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.

**S. ADJOURNMENT**

The public may also observe via:

Live Stream via YouTube:

[https://www.youtube.com/channel/UCyN1EJ\\_-Q22918E9EZimWoQ](https://www.youtube.com/channel/UCyN1EJ_-Q22918E9EZimWoQ)

Posted 19<sup>th</sup> day of May, 2023

LaRette Reese,  
City Clerk, MRCC



CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM

NUMBER: <i>For City Clerk Use</i>	CA20230522-01
--------------------------------------	---------------

SUBJECT/TITLE: Monument, Dedications and Donations Policy			
REQUESTED BY: Darren Dunkle		DEPARTMENT / WARD Parks/Ward All	
AGENDA SECTION:	Consent	CAN ITEM BE RESCHEDULED?	Yes
CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION: City Manager recommends approval of the Monument, Dedications and Donations Policy contained in Council's packet.			
FISCAL IMPACT: \$0.00			
AMOUNT:	\$0.00	ACCOUNT No.:	
FROM FUND:		TO FUND:	
EXPLANATION: The City of University City is committed to a clear, objective, fair and robust process for responding to requests from the public to install a diverse range of monuments, dedications and donations on public property. This policy provides the framework for approving monuments, dedications and donations to be installed at City of University City parks and recreational facilities. The policy encourages commemoration while ensuring that fair and balanced decisions are made.			
STAFF COMMENTS AND BACKGROUND INFORMATION: At the May 16, 2023, Parks Commission meeting, the Commission approved a motion to support the attached Monuments, Dedications, and Donations Policy. This policy is intended to encourage gift giving to the Parks, Recreation and Forestry Department to meet the needs of park users and the University City Park System and provide procedures and guidelines that will help to guide donors to ensure that tributes enhance the public's experiences in park areas			
CIP No.			
RELATED ITEMS / ATTACHMENTS: 1. Monuments, Dedications and Donations Policy			
LIST CITY COUNCIL GOALS (S): Community Quality of Life and Amenities			
RESPECTFULLY SUBMITTED:		City Manager, Gregorory Rose	MEETING DATE: May 22, 2023



# University City Parks, Recreation and Forestry

## PARK POLICIES AND PROCEDURES

**Monuments/Dedications/Donations**

**Number: 029**

**Approved By:**

**Effective Date:**

**Page 1 of 9**

### I. PURPOSE

Cities play an important role in commemorating people, history, and ideas central to a society's sense of identity and value. Monuments, dedications, and donations are tangible and easily recognizable forms of commemoration that enrich the City's physical and social environment.

The City of University City is committed to a clear, objective, fair and robust process for responding to requests from the public to install a diverse range of monuments, dedications, and donations on public property. This policy provides the framework for approving monuments, dedications, and donations to be installed at City of University City parks and recreational facilities. The policy encourages commemoration while ensuring that fair and balanced decisions are made.

### II. PROCEDURE

The Parks, Recreation and Forestry Department is the approving authority for determining the appropriateness and acceptance of monuments/dedications/donations in Park and Recreation Areas within the University City Park System. This policy is intended to encourage gift giving to the Parks, Recreation and Forestry Department to meet the needs of park users and the University City Park System and provide procedures and guidelines that will help to guide donors to ensure that tributes enhance the public's experiences in park areas.

1. Individuals or organizations shall submit requests to the Deputy Director of Park Maintenance in written form for approval of tributes (including monuments, dedications, donations). Tributes are donations or gifts to commemorate and/or pay tribute to historic events, people, and places. Tributes may support a park program or a specific park improvement.
2. The Deputy Director of Park Maintenance will review written requests for tributes to determine whether the request fits within the guidelines below.

3. Donations are acceptable for tributes such as park amenities (trees, benches, picnic tables, bike racks, etc.) and most playground equipment.
4. Tributes that exceed \$10,000 in initial cost or impact to the approved master plan for a park will be forwarded to the Park Commission for consideration with the City Council's approval.
5. A donor may be required to enter into an agreement regarding long-term maintenance and/or replacement of the tribute at the Director's recommendation and subject to the City Council's approval.

### **III. REVISION HISTORY**

### **IV. REFERENCES**

### **V. GUIDING PRINCIPLES FOR AMENITIES AND TREE DONATION PROGRAMS**

Individuals may donate new or replacement amenities such as park benches, picnic tables or bike racks. They may also choose to donate trees. All donations shall contribute to the overall park experience and preserve the visual character of the park setting. A donor may request a specific park/property/location, but the Parks, Recreation and Forestry Department will decide the park and exact location within the park. This may be based on an existing design plan for the property, or if no plan exists, where placement is deemed a park or recreational necessity and consistent with overall design standards of the park.

1. Tributes shall be in accordance with general park policies and procedures, be consistent with applicable design standards, the historic character of the park or facility, and complement existing or proposed park masterplan elements.
2. A Tribute Inventory will be developed to identify opportunities for tributes in parks within the University City Parks System.
3. Recognition of the tribute is important and will be provided commensurate with the donation. The recognition of tributes shall be identified in a tribute registry for each park, or, for those parks with no tribute registry, at the discretion and recommendation of the Deputy Director of Park Maintenance. Plaques associated with a tribute will be considered for a bench, picnic table or bike rack (see guidelines below), but not on "green" donations (trees), or if a tribute exceeds \$10,000 in value.
4. Plaques may be added to a tribute in accordance with the guideline above as long as the plaque is not a physical obstruction. The cost of the plaque is the responsibility of the donor.

5. Guidelines for plaques include:
  - a) Plaques may be attached to a park amenity such as a bench or the concrete base for a bench.
  - b) Wording on plaques or engraved into park amenities is limited to:
    - i. In Memory of ...
    - ii. In Honor of ...
    - iii. Dedicated to ...
    - iv. Donated by ...
    - v. Commemorating the Anniversary of ...
    - vi. In Recognition of ...
6. All costs, including major maintenance and/or replacement, associated with tributes, memorials and plaques shall be borne by the donor unless otherwise directed by the City Council. The Parks, Recreation and Forestry Department will not bear responsibility for major maintenance and repairs and/or replacement of vandalized, lost, or stolen tributes, memorials, or plaques.
7. The University City Parks, Recreation and Forestry Department retains all rights to relocate a donated item and/or plaque at any time. If a donated item needs to be relocated, the Parks, Recreation and Forestry Department will attempt to contact the donor to discuss alternative locations, however, the Parks, Recreation and Forestry Department will make the final determination.
8. Tributes that are accepted by the Parks, Recreation and Forestry Department will become the property of the City of University City and are subject to the laws, policies and procedures that govern the University City Parks, Recreation and Forestry Department.
9. All tree varieties, species, genomes, etc. will be at the discretion of the Forestry Supervisor based on the City's Acceptable Tree List. Trees and plants that appear on the Missouri Prohibited Invasive Species/Plants list will not be accepted for any location.
10. The University City Parks, Recreation and Forestry Department may decline proposed tributes which include special restrictions, conditions, or covenants, which pose unacceptable budgetary obligations on the University City Parks, Recreation and Forestry Department, or which, in the opinion of the University City Parks, Recreation and Forestry Department, may not be in the best interest of the park system and/or the citizens of University City. Any requests denied by the University City Parks, Recreation and Forestry Department may be appealed to the Parks Commission.

## **VI. GUIDING PRINCIPLES FOR MONUMENTS DONATION PROGRAM**

Individuals, organizations, subdivisions, neighborhoods may donate monuments. All donations shall contribute to the overall park experience and preserve the visual character of the park setting. A donor may request a specific park/property/location, but the Parks, Recreation and Forestry Department will decide the park and exact location within the park. This may be based on an existing design plan for the property, or if no plan exists, where placement is deemed a park or recreational necessity and consistent with overall design standards of the park.

The program is intended to help enhance parks and entryways and to provide a process for improving the aesthetics of parks by adding features like Monuments.

A Monument is defined as any freestanding structure or sign with significant architectural features that is a non-integral or non-required feature, and which communicates the name of a Historic Event, People, or Place. A Monument may include the officially adopted seal or slogan of the entity. Monuments may be placed in or near areas of park, or along a median of conventional streets.

Proposals for Monuments must be requested and submitted only by a local individual, nonprofit organization, subdivision/neighborhood entity, and they must provide a resolution passed by the Parks Commission and City Council in support of the proposed project during the application process.

A Monument must be a freestanding structure or sign that is not integral to a required park facility. Furthermore, a monument must be of a historic event, people, or place.

- History plays an important role in the naming of monuments. Historical context can inform a name by honoring the city, neighborhoods, subdivisions, its founders, Native American heritage, local landmarks, prominent geographical locations, and natural and geological features. In considering such proposals, the relationship of the event, person, or place must be demonstrated through research and documentation.
- The City has benefited, through its evolution, from the contributions made by many outstanding individuals. Honoring these individuals through naming can remind the public of our past, inspire great actions and motivate us to become better stewards. Individuals honored through naming should have contributed significantly to the betterment of the environment, humanity and/or the City of University City. When considering the naming the monument in honor of a person, consideration will be given when: a) The person was exceptionally dedicated or demonstrated excellence in service in ways that made a significant contribution to the land, community, the City, State of Missouri, or the United States; b) the person volunteered and gave extraordinary help or care to individuals, families, or groups, or support to the community; c) the person risked his or her life to save or protect others;
- The City of University City sometimes benefits from the significant generosity of residents, businesses, and foundations. On occasion, the significance of such donations may warrant the acknowledgement of such a gift by naming. A significant donation made to the City that adds considerable value to the City may be recognized through naming (Land for the majority of the site was deeded to the city, Contribution of a significant portion of the capital construction costs associated with development of the park, and/or creation of or contribution to an endowment for the continued maintenance and/or programming of the parks).

## **SUBMITTAL REQUIREMENTS**

Deputy Director of Parks Maintenance shall facilitate the review and submit the proposed Monument project for the Director of Parks, Recreation and Forestry for review.

1. The Applicant contacts the Deputy Director of Parks Maintenance and submits an



application, along with conceptual plans.

2. The Deputy Director of Parks Maintenance facilitates a review of the conceptual plans with input from division supervisors as needed.
3. The Deputy Director of Parks Maintenance reviews and approves or denies conceptual plans based on relevant guidelines and input from other divisions as needed and advises the Director of Parks, Recreation and Forestry on the findings.
4. If the conceptual plans are approved, the Deputy Director of Parks Maintenance submits the official request to the Director of Parks, Recreation and Forestry to be presented to the Parks Commission for their review and comment.
5. If the general concept is approved and the project includes Monuments with freestanding features, the Deputy Director of Parks Maintenance makes recommendations to the applicant for the scope of final plans.
6. Final plans are submitted, and a final review is performed by the Deputy Director of Parks Maintenance and the Director of Parks, Recreation and Forestry.
7. Tributes that exceed \$10,000 in initial costs or impact to the approved master plan for a park will be forwarded to the City Council for consideration and approval.
8. Once final approvals are obtained a license agreement will be issued by the Director of Parks, Recreation and Forestry, and will retain file copies of all relevant documents, including the signed license agreement.
9. The project is built.

Applicants should contact the Deputy Director of Parks Maintenance to start the application and review process set forth under these guidelines for Projects for Monuments.

### **Initial Requirements (Conceptual Plans)**

Initial plans should generally include the following information:

1. A site-specific proposal (drawing with vicinity map).
2. Dimensions and offsets (right-of-way lines, edge of pavement, center line, and clear recovery zone).
3. The location for placement of the proposed Monument (topography).
4. The proposed Monument.
5. A discussion of proposed materials, colors, and text.
6. Any proposed message to be communicated.

### **Final Requirements (Stamped Plans)**

Monument proposals must be submitted by the applicant of the area where the project will be incorporated within the park facility. For Monuments with freestanding features, the applicant shall provide the Department professionally prepared plans stamped by an engineer licensed to



practice in Missouri. The City may waive the requirement for stamped plans at their discretion, as well as dictate the overall scope of the plans when the freestanding feature is not of significant size or does not exceed three (3') feet in height, or where the size of the feature would not generally warrant reinforced concrete footings.

The following "Final Submittal Requirements" are presented here as general guidelines and may vary based on the scope and complexity of the proposed project at the discretion of Parks, Recreation and Forestry office.

Exhibits, plans, and details shall include, but are not limited to, the following:

1. A full description of the proposed Monument, including location, construction, and installation techniques; details necessary to convey construction methods; and proposed materials, including but not limited to paint and protective coatings.
2. Specifications for proposed materials, including material data sheets.
3. A scaled drawing or model, or both, if requested.
4. A construction schedule.
5. A cost estimate.
6. Traffic control plans and provisions, if required.
7. A maintenance plan and schedule.
8. Environmental documentation, if required by law.
9. The location for placement of the proposed Monument.
10. Elevations and details clearly illustrating and dimensioning the proposal. (The Monument must be aesthetically pleasing on all visible sides.)
11. A proposed access for maintenance purposes.
12. A proposed maintenance plan schedule.
13. A proposed color schemes.
14. Proposed lighting.
15. The proposed message to be communicated.

The applicant shall adhere to and maintain compliance with all Departmental Rules, Regulations, and any additional requirements the Department may apply to the project.

If at any time during the process, the Department recommends any changes or withholds concurrence on a project that has not yet received final approval, the proposal may be returned to the applicant for revision. Once the Department approves a Monument proposal, no changes shall be made to the Monument without prior written approval.

The approval of a Monument proposal shall be made with due consideration to safety (location, potential for motorist distraction, accessibility for maintenance, etc.), esthetics, community support, and maintainability, and it shall be in conformance with all laws and regulations. The Director of the Department shall retain authority to reject a project at his or her discretion if the

project is found to be not in the public interest.

### **Guidelines for Design and Placement**

Proposed Monuments shall:

1. Incorporate only a community name, person, logo, graphic, seal, or slogan that has been associated historically with the community. Slogans must have an endorsing resolution passed by the City Council. Dates of establishment are not considered slogans.
2. Include approved protective graffiti coatings, if required by the Department.
3. Be developed to require low or no maintenance to minimize exposure of workers and others to potential risks.
4. Be appropriate to its proposed setting and community context.
5. Be in proper size and scale with its surroundings.
6. Be composed of materials that are durable for the projected life span of the project.
7. Be located well beyond the clear recovery zone, placed so that there will be minimal likelihood of being struck by an errant vehicle, or placed in a protected location, and have the site-specific concurrence of the Parks, Recreation and Forestry office.
8. Be located where maintenance can be safely performed.
9. Conform to all relevant rules, regulations, and laws.
10. Be subject to the review and approval of the Department in consideration of design, size, and scale for appropriate integration in parks.

Proposed Monuments shall not:

1. Contain religious, political, special interest, private, or commercial messages of any sort, including but not limited to symbols, logos, business names, trade names, or jingles.
2. Contain any display of any sort such as advertising, decorative banners, or non-governmental flags. (Official City, County, State, or U.S. Flags are permitted in limited numbers.)
3. Display telephone numbers, street addresses, or internet addresses.
4. Interfere with airspace above the roadway.
5. Include reflective or glaring surface finishes.
6. Include illumination that impairs or distracts the vision of transportation system users. Other lighting may be permitted. All lighting features must be appropriately designed and approved by a licensed electrical engineer.
7. Display blinking or intermittent lights, changeable message signs, or any type of digital display.
8. Include any type of water features.
9. Include moving elements (kinetic art) or simulated movement.

10. Include images of flags such as advertising, decorative banners, or non- governmental flags. (Official City, County, State, or U.S. Flags are permitted in limited numbers.)
11. Interfere with either official traffic control devices or with the operational right-of- way above a roadway.
12. Be placed upon trees or be painted or drawn upon rocks or other existing natural features.
13. Make use of simulated colors or combinations of colors usually reserved for official traffic control devices described in the *FHWA Manual on Uniform Traffic Control Devices*.
14. Restrict sight distance.
15. Require the removal of trees or other vegetation for visibility, or harm trees during construction. Pruning of tree branches or roots and removal of shrubs should be avoided and will be allowed only with the approval of the Director.
16. Negatively impact existing park features, including existing signs or irrigation systems.
17. Protrude or span over travel lanes or roadbed.

## **MAINTENANCE AND REMOVAL**

A License Agreement for the care and upkeep of the said Monument must be established between the Applicant and the Department.

Monuments shall be kept clean, free of graffiti, and in good repair. The Applicant may be required to provide for regularly scheduled maintenance, as described in the maintenance agreement, for its projected lifespan, including graffiti removal and restoration work to maintain the integrity of the approved project. Graffiti removal shall conform to current Department policies and guidelines, which require prompt removal of offensive messages and timely removal of all other graffiti. Maintenance practices shall protect air and water quality as required by law.

The Department may perform maintenance activities in the area of the Monument such as litter pickup and other maintenance that is normally associated with the park. The Department will not provide maintenance of the Monument itself. Any other maintenance activities anticipated by the Applicant that are over and above what the Department would normally provide will be documented by the Maintenance Agreement.

### **Removal**

The Applicant shall remove Monument which, in the opinion of the Department, creates a safety or operational concern due to deterioration or inadequate maintenance. The Department will notify the Applicant when it has determined that the Monument needs special attention. In the event that the Applicant fails to maintain, repair, rehabilitate, or remove the Monument project in a timely manner, the Department may it remove after 60 days following the notification to the Applicant and may bill the Applicant for all costs of removal and restoration of the area.

The Department reserves the right to remove the Monument to perform construction, rehabilitation, or other necessary activities affecting the park facilities without any obligation, compensation to, or approval of the Applicant. The Department will strive to notify the Applicant of its intent to remove the Monument or other community identification to allow for its timely

removal and salvage by the Applicant (if possible).

The Department reserves the right to remove or alter any Monument that presents an immediate safety hazard to the public without delay or advanced notification to the Applicant.

DRAFT



CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM

NUMBER: <i>For City Clerk Use</i>	CM20220522-01
--------------------------------------	---------------

SUBJECT/TITLE: Third (3rd) Quarter Financial Report - March 31, 2023			
REQUESTED BY: Keith Cole - Director of Finance		DEPARTMENT / WARD Finance / All	
AGENDA SECTION:	City Manager's Report	CAN ITEM BE RESCHEDULED?	Yes
CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION: City Manager is recommending acceptance of the 3rd Quarter Financial Report as of March 31, 2023			
FISCAL IMPACT: General Fund - revenues (under) expenses by (\$701,209); Capital Improvement Sales Tax - revenues over expenses \$651,802; Park Stormwater Sales Tax - revenues over expenses \$136,648; Public Safety Sales Tax - revenues (under) expenses (\$562,026).			
AMOUNT:	na	ACCOUNT No.:	na
FROM FUND:	na	TO FUND:	na
EXPLANATION: A powerpoint presentation will consist of an overview on the major funds for the 3rd Quarter of fiscal year 2023, as of March 31, 2023.			
STAFF COMMENTS AND BACKGROUND INFORMATION: Major Funds consists of: General Fund, Capital Improvement Sales Tax Fund, Park Stormwater Sales Tax Fund, and Public Safety Sales Tax Fund			
CIP No.	na		
RELATED ITEMS / ATTACHMENTS: 1. Powerpoint Presentation - 3rd Quarter, March 31, 2023, FY2023 2. 3rd Quarter Financial Report - Statement of Revenues and Expenditures			
LIST CITY COUNCIL GOALS (S): Prudent Fiscal Management			
RESPECTFULLY SUBMITTED:		City Manager, Gregory Rose	MEETING DATE: May 22, 2023



3rd Quarter March 31, 2023

# FY2023 Presentation

May 22, 2023

By

Keith Cole

Director of Finance





## General Fund - Revenues

Adjusted Budget \$23,837,870

YTD Actual \$17,251,092

Actual as % of Adjusted Budget 72.4%

(Increase)/Decrease compared to  
same quarter of FY2022 \$1,334,853

### Key Points:

- Increase in Sales & Use Taxes of roughly \$417,000, or 9.9%. Mainly due to an Increase in the County Wide 1% Pool Tax.
- Increase in Services Charges of roughly \$180,000, or 23.6%. The increase mainly from Ambulance Services & Police Services (School Resource Officer)
- Decrease in Municipal Court & Parking of roughly \$135,000, or (30.3%). Decrease mainly due to Court Fine & Costs.
- Decrease in Miscellaneous Revenue of roughly \$237,000, or (55.0%). Decrease mainly due to received Health Ins Surplus in FY22.
- Increase in Property Taxes of roughly \$238,000, or 7.1%.
- Increase in Gross Receipts Taxes of roughly \$155,000, or 3.9%
- Increase in Intergovernmental of roughly \$221,000, or 13.9%.
- Increase in Inspection Fees & Permits of roughly \$142,000, or 18.5%. Increase mainly due to Building & Zoning
- Increase in Grants of roughly \$341,000. Increase due to receiving last portion of Safer Grant.

Overall, revenues as a percent of budget show an increase of 8.1%.

# General Fund - Expenditures

Adjusted Budget \$31,902,690

YTD Actual \$22,229,439

Actual as % of Adjusted Budget 69.7%

Increase/(Decrease) compared to  
same quarter of FY2022 \$4,995,849

## Key Points:

- Increase in expenditures in Police, Public Works and Parks & Recreation of roughly \$3,511,000 due to replacing flood related equipment and vehicles.
- Increase in expenditures in Fire Department of roughly \$810,000 or 20.2% due to increase in salaries/wages, contract with Central County Emergency 911, and flood related expenditures.
- Increase in expenditures in Communications of roughly \$110,000 or 83.5% due to increase in salaries/wages.
- Increase in expenditures in Planning & Development of roughly \$177,000 or 16.4% due to increase in personnel services: full-time and part-time
- Increase in expenditures in Parks & Recreation (Parks Maintenance) of roughly \$193,000 or 18.9% due to increase in personnel services, temporary labor, maintenance contracts.
- Increase in expenditures in Parks & Recreation (Aquatics) of roughly 123,000 or 182.4% due to increase in professional services for pool operations and management.
- Overall, the expenditures as a percent of budget increased by 5.9% when compared to the same quarter of FY2022.

# Capital Improvement Sales Tax - Revenues

Adjusted Budget \$2,501,200

YTD Actual \$1,571,385

Actual as % of Adjusted Budget 62.8%

Increase/(Decrease) compared to  
same quarter of FY2022 \$32,812

## Key Points:

- Sales Tax revenue increased roughly 2.1% during the 3rd Quarter of FY2023, compared to same quarter of FY22.
- Sales Tax revenue is generated by way of Per-Capita.

# Capital Improvement Sales Tax - Expenditures

Adjusted Budget	\$2,191,010
YTD Actual	\$295,583
Actual as % of Adjusted Budget	3.5%
Increase/(Decrease) compared to same quarter of FY2022	(\$265,326)

## Key Points:

- Decrease in expenditures mainly due to not expensing for Street Construction and Misc Improvements thus far in the fiscal year like in 3rd quarter of FY2022. Some of the construction projects have been scheduled and will begin in the 4<sup>th</sup> quarter of FY2023.

# Park and Stormwater Sales Tax - Revenues

Adjusted Budget	\$1,321,000
YTD Actual	\$949,561
Actual as % of Adjusted Budget	71.9%
Increase/(Decrease) compared to same quarter of FY2022	\$162,494

## Key Points:

- Sales Tax revenue for the third quarter of FY2023 has shown an increase of 20.6% when compared to the same quarter of FY2022.
- Sales Tax revenue is generated by way of Point of Sale.

# Park and Stormwater Sales Tax - Expenditures

Adjusted Budget	\$1,710,191
YTD Actual	\$459,633
Actual as % of Adjusted Budget	26.9%
Increase/(Decrease) compared to same quarter of FY2022	(\$46,153)

## Key Points:

- Decrease in expenditures due to slight decrease in costs thus far for capital outlay projects.

# Public Safety Sales Tax - Revenues

Adjusted Budget	\$2,001,000
YTD Actual	\$1,304,453
Actual as % of Adjusted Budget	65.2%
Increase/(Decrease) compared to same quarter of FY2022	\$55,242

## Key Points:

- Increase in Sales Tax revenue by roughly 4.4%, when compared to the 3<sup>rd</sup> quarter of FY2022.
- Sales Tax revenue is generated by way of Per-Capita.



# Public Safety Sales Tax - Expenditures

Adjusted Budget	\$440,195
YTD Actual	\$195,944
Actual as % of Adjusted Budget	44.5%
Increase/(Decrease) compared to same quarter of FY2022	(\$527,309)

## Key Points:

- The decrease in expenditures as compared to FY2022 is mainly due to the initial costs of design / engineering fees thus far, related to the Annex/Trinity Renovation project.

# Questions

**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>General Fund Revenues:</u></b>							
Property Taxes	3,748,350	3,748,350	3,594,549	-	95.9%	3,355,785	88.4%
Sales and Use Taxes	7,102,000	7,102,000	4,645,841	-	65.4%	4,228,778	59.2%
Gross Receipts Taxes	5,590,000	5,590,000	4,179,527	-	74.8%	4,024,381	68.9%
Intergovernmental	2,350,000	2,350,000	1,812,127	-	77.1%	1,591,021	68.1%
Grants	-	360,620	366,537	-	101.6%	24,958	9.8%
Licenses	719,500	719,500	161,768	-	22.5%	181,094	26.7%
Inspection Fees and Permits	1,329,000	1,329,000	910,925	-	68.5%	768,663	57.9%
Charges for Municipal Services	1,186,000	1,205,000	943,118	-	78.3%	763,217	50.8%
Parks and Recreation Fees	445,000	445,000	64,385	-	14.5%	137,447	19.8%
Municipal Court and Parking	700,400	700,400	311,978	-	44.5%	447,415	79.0%
Interest Revenue	50,000	50,000	66,752	-	133.5%	(37,082)	-61.8%
Other Revenues	238,000	238,000	193,584	-	81.3%	430,562	77.6%
<b>Total Revenues</b>	<b>23,458,250</b>	<b>23,837,870</b>	<b>17,251,092</b>	<b>-</b>	<b>72.4%</b>	<b>15,916,239</b>	<b>64.3%</b>
<b><u>General Fund Expenditures:</u></b>							
Legislative Services	218,715	218,715	155,258	155,258	71.0%	142,315	73.4%
City Manager's Office	728,460	728,460	476,877	476,877	65.5%	624,862	67.0%
Communications	420,040	420,040	243,239	247,739	57.9%	132,541	68.6%
Human Resources	313,370	313,370	211,436	211,436	67.5%	166,529	63.4%
Finance Department	979,330	979,330	666,510	666,510	68.1%	589,433	71.2%
Information Systems	516,250	517,150	318,071	344,786	61.5%	325,527	59.7%
Municipal Court	411,280	411,280	301,480	301,480	73.3%	282,246	70.7%
Police Department	9,851,380	10,205,810	6,715,865	6,737,767	65.8%	6,600,698	67.4%
Fire Department	6,313,975	6,516,810	4,817,366	4,820,516	73.9%	4,007,265	68.1%
Public Works - Admin.	284,210	284,210	193,870	193,870	68.2%	233,355	67.6%
Street Maintenance	1,295,030	1,295,030	895,890	945,890	69.2%	810,993	66.4%
Facilities Maintenance	901,120	901,120	677,465	677,465	75.2%	667,798	72.2%
Public Works - Capital Imp	-	765,676	1,134,631	1,156,771	148.2%	-	0.0%
Planning & Development	1,830,325	1,928,610	1,253,775	1,253,775	65.0%	1,076,950	61.7%
Parks & Recreation - Parks Maint	1,971,265	1,971,265	1,211,012	1,337,643	61.4%	1,018,380	51.0%
Community Center	245,640	245,640	95,955	95,955	39.1%	77,205	37.1%
Aquatics	625,680	625,680	191,066	385,796	30.5%	67,652	13.9%
Centennial Commons	1,108,340	1,108,340	408,185	408,185	36.8%	409,843	39.5%
Parks & Recreation - Capital Imp	-	2,466,154	2,261,490	2,845,108	91.7%	-	0.0%
<b>Total Expenditures</b>	<b>28,014,410</b>	<b>31,902,690</b>	<b>22,229,439</b>	<b>23,262,826</b>	<b>69.7%</b>	<b>17,233,590</b>	<b>63.8%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>(4,556,160)</b>	<b>(8,064,820)</b>	<b>(4,978,347)</b>			<b>(1,317,351)</b>	
Insurance Recoveries	40,000	740,000	744,808			24,871	
Proceeds from Sale of Property	-	-	-			1,097,891	
Transfer In from Other Funds	6,007,670	6,007,670	6,007,670			4,509,568	
Transfer Out to Other Funds	(1,675,340)	(1,675,340)	(2,475,340)			(1,470,000)	
<b>Total Other Financing Sources</b>	<b>4,372,330</b>	<b>5,072,330</b>	<b>4,277,138</b>			<b>4,162,329</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>(183,830)</b>	<b>(2,992,490)</b>	<b>(701,209)</b>			<b>2,844,978</b>	

**City of University City  
Statement of Revenues and Expenditures  
As of March 31, 2023  
FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Capital Improvement Sales Tax:</u></b>							
Sales and Use Taxes	2,500,000	2,500,000	1,571,382		62.9%	1,538,573	58.1%
Interest Revenue	1,200	1,200	3		0.2%	-	0.0%
<b>Total Revenues</b>	<b>2,501,200</b>	<b>2,501,200</b>	<b>1,571,385</b>		<b>62.8%</b>	<b>1,538,573</b>	<b>58.1%</b>
<b><u>Capital Improvement Sales Tax:</u></b>							
Personnel Services	308,750	308,750	129,431	129,431	41.9%	176,378	60.2%
Contractual Services	1,260	1,260	410	410	32.6%	434	32.2%
Capital Outlay	1,881,000	1,881,000	165,742	916,337	8.8%	384,097	17.8%
<b>Total Expenditures</b>	<b>2,191,010</b>	<b>2,191,010</b>	<b>295,583</b>	<b>1,046,178</b>	<b>13.5%</b>	<b>560,909</b>	<b>22.7%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>310,190</b>	<b>310,190</b>	<b>1,275,802</b>			<b>975,042</b>	
<b>Transfer Out to General Fund</b>	<b>(924,000)</b>	<b>(924,000)</b>	<b>(624,000)</b>			<b>(600,000)</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>(613,810)</b>	<b>(613,810)</b>	<b>651,802</b>			<b>375,042</b>	

City of University City  
Statement of Revenues and Expenditures  
As of March 31, 2023  
FY 2023

	Annual Budget	Adjusted Budget	YTD Actual	YTD With Encumb	2023 Actual As % of Adjusted Budget	FY2022 3rd Qtr Actual	FY2022 Actual As % of Budget
<b><u>Park and Stormwater Sales Tax:</u></b>							
Sales and Use Taxes	1,320,000	1,320,000	949,529		71.9%	787,067	56.1%
Interest Revenue	1,000	1,000	32		3.2%	-	0.0%
<b>Total Revenues</b>	<b>1,321,000</b>	<b>1,321,000</b>	<b>949,561</b>		<b>71.9%</b>	<b>787,067</b>	<b>56.1%</b>
<b><u>Park and Stormwater Sales Tax:</u></b>							
Personnel Services	260,355	260,355	153,835	153,835	59.1%	146,276	69.8%
Contractual Services	600	600	4,243	4,243	707.1%	158	26.3%
Capital outlay	1,009,965	1,449,236	301,556	703,485	20.8%	359,353	30.8%
<b>Total Expenditures</b>	<b>1,270,920</b>	<b>1,710,191</b>	<b>459,633</b>	<b>861,562</b>	<b>26.9%</b>	<b>505,786</b>	<b>36.8%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>50,080</b>	<b>(389,191)</b>	<b>489,928</b>			<b>281,281</b>	
<b>Transfer Out to General Fund</b>	<b>(353,280)</b>	<b>(353,280)</b>	<b>(353,280)</b>			<b>(341,280)</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>(303,200)</b>	<b>(742,471)</b>	<b>136,648</b>			<b>(59,999)</b>	

**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Public Safety Sales Tax:</u></b>							
Sales and Use Taxes	2,000,000	2,000,000	1,304,451		65.2%	1,249,211	57.7%
Interest Revenue	1,000	1,000	2		0.2%	-	0.0%
<b>Total Revenues</b>	<b>2,001,000</b>	<b>2,001,000</b>	<b>1,304,453</b>		<b>65.2%</b>	<b>1,249,211</b>	<b>57.7%</b>
<b><u>Public Safety Sales Tax:</u></b>							
Personnel Services	70,630	70,630	52,125	52,125	73.8%	9,204	20.0%
Capital Outlay	255,065	255,065	29,408	29,408	11.5%	599,639	20.1%
Debt Service	114,500	114,500	114,411	114,411	99.9%	114,411	99.5%
<b>Total Expenditures</b>	<b>440,195</b>	<b>440,195</b>	<b>195,944</b>	<b>195,944</b>	<b>44.5%</b>	<b>723,253</b>	<b>22.9%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>1,560,805</b>	<b>1,560,805</b>	<b>1,108,509</b>			<b>525,958</b>	
Transfer In from Other Funds	-	-	-			500,000	
Transfer Out to Other Funds	(2,070,535)	(2,070,535)	(1,670,535)			(1,629,760)	
<b>Total Other Financing Sources</b>	<b>(2,070,535)</b>	<b>(2,070,535)</b>	<b>(1,670,535)</b>			<b>(1,129,760)</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>(509,730)</b>	<b>(509,730)</b>	<b>(562,026)</b>			<b>(603,802)</b>	

**City of University City  
Statement of Revenues and Expenditures  
As of March 31, 2023  
FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Fleet Operations:</u></b>							
Service to Other Jurisdictions	750	750	-		0.0%	-	0.0%
<b>Total Revenue</b>	<b>750</b>	<b>750</b>	<b>-</b>		<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b><u>Fleet Operations:</u></b>							
Expenditures	1,591,070	1,591,070	1,420,789	1,430,628	89.3%	1,179,154	91.3%
Total Operating Surplus (Deficit)	(1,590,320)	(1,590,320)	(1,420,789)			(1,179,154)	
Transfer In from Other Funds	1,560,340	1,560,340	1,560,340			1,270,000	
Operating Revenues Over (Under) Expenditures	(29,980)	(29,980)	139,551			90,846	



**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Debt Service Fund:</u></b>							
Other Revenues	-	-	-	-	0.0%	-	0.0%
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b><u>Debt Service Fund:</u></b>							
Expenses	-	-	-	-	0.0%	-	0.0%
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>			<b>-</b>	
<b>Transfer In from Other Funds</b>	<b>900,000</b>	<b>900,000</b>	<b>-</b>			<b>-</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>900,000</b>	<b>900,000</b>	<b>-</b>			<b>-</b>	

**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Sewer Lateral Fund:</u></b>							
Service Charges	580,000	580,000	528,747		91.2%	526,558	91.6%
<b>Total Revenues</b>	<b>580,000</b>	<b>580,000</b>	<b>528,747</b>		<b>91.2%</b>	<b>526,558</b>	<b>91.6%</b>
<b><u>Sewer Lateral Fund:</u></b>							
Personal Services	86,495	86,495	59,146	59,146	68.4%	43,496	72.1%
Contractual Services	7,975	7,975	7,126	7,126	89.4%	7,201	97.4%
Sewer Lateral Reimbursement	400,000	400,000	206,204	254,764	51.6%	217,917	51.3%
<b>Total Expenditures</b>	<b>494,470</b>	<b>494,470</b>	<b>272,476</b>	<b>321,036</b>	<b>55.1%</b>	<b>268,614</b>	<b>54.5%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>85,530</b>	<b>85,530</b>	<b>256,271</b>			<b>257,943</b>	
<b>Transfer Out to General Fund</b>	<b>(57,220)</b>	<b>(57,220)</b>	<b>(57,220)</b>			<b>(57,240)</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>28,310</b>	<b>28,310</b>	<b>199,051</b>			<b>200,703</b>	

**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Solid Waste Fund:</u></b>							
Service Charges	3,151,000	3,151,000	2,733,741		86.8%	2,753,995	81.3%
Miscellaneous Revenues	21,200	21,200	17,293		81.6%	14,837	38.3%
Interest Revenue	500	500	-		0.0%	-	0.0%
Grant	-	-	-		0.0%	4,020	100.0%
<b>Total Revenues</b>	<b>3,172,700</b>	<b>3,172,700</b>	<b>2,751,034</b>		<b>86.7%</b>	<b>2,772,852</b>	<b>80.9%</b>
<b><u>Solid Waste Fund:</u></b>							
Administration	250,235	250,235	173,967	173,967	69.5%	191,058	70.1%
Operations	2,826,905	2,826,905	2,375,730	2,375,730	84.0%	2,024,985	71.6%
Leaf Collection	273,785	348,785	301,621	364,460	86.5%	290,756	88.7%
Capital Improvement	280,000	703,000	703,968	703,968	100.1%	35,491	100.0%
Grants	20,000	20,000	-	-	0.0%	3,612	100.0%
<b>Total Expenditures</b>	<b>3,650,925</b>	<b>4,148,925</b>	<b>3,555,286</b>	<b>3,618,125</b>	<b>85.7%</b>	<b>2,545,902</b>	<b>73.5%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>(478,225)</b>	<b>(976,225)</b>	<b>(804,252)</b>			<b>226,950</b>	
<b>Transfer In from General Fund</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>			<b>-</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>(478,225)</b>	<b>(976,225)</b>	<b>195,748</b>			<b>226,950</b>	

**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Economic Development Retail Sales Tax</u></b>							
Sales and Use Taxes	752,000	752,000	486,917		64.7%	409,596	58.4%
Interest Revenue	700	700	16		2.3%	-	0.0%
<b>Total Revenues</b>	<b>752,700</b>	<b>752,700</b>	<b>486,933</b>		<b>64.7%</b>	<b>409,596</b>	<b>58.4%</b>
<b><u>Economic Development Retail Sales Tax</u></b>							
Personnel Services	354,260	354,260	124,456	124,456	35.1%	29,875	50.8%
Contractual Services	60,500	224,040	252,673	252,673	112.8%	90,598	43.1%
Capital Outlay	230,000	230,000	-	-	0.0%	2,133	0.0%
<b>Total Expenditures</b>	<b>644,760</b>	<b>808,300</b>	<b>377,129</b>	<b>377,129</b>	<b>46.7%</b>	<b>122,605</b>	<b>45.6%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>107,940</b>	<b>(55,600)</b>	<b>109,804</b>			<b>286,991</b>	
<b>Transfer Out to General Fund</b>	<b>(40,000)</b>	<b>(40,000)</b>	<b>(40,000)</b>			<b>(37,248)</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>67,940</b>	<b>(95,600)</b>	<b>69,804</b>			<b>249,743</b>	

**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Grants:</u></b>							
Grant Revenue	1,024,000	1,024,000	7,947		0.8%	3,244	0.2%
<b>Total Revenues</b>	<b>1,024,000</b>	<b>1,024,000</b>	<b>7,947</b>		<b>0.8%</b>	<b>3,244</b>	<b>0.2%</b>
<b><u>Grants:</u></b>							
Capital outlay	1,024,000	1,024,000	71,903	811,024	7.0%	224,349	14.5%
<b>Total Expenditures</b>	<b>1,024,000</b>	<b>1,024,000</b>	<b>71,903</b>	<b>811,024</b>	<b>7.0%</b>	<b>224,349</b>	<b>14.5%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>-</b>	<b>-</b>	<b>(63,956)</b>			<b>(221,106)</b>	
<b>Transfer Out to General Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>			<b>-</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>-</b>	<b>-</b>	<b>(63,956)</b>			<b>(221,106)</b>	

**City of University City  
Statement of Revenues and Expenditures  
As of March 31, 2023  
FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Parking Garage:</u></b>							
Parking Revenue	107,000	107,000	79,277		74.1%	75,498	47.9%
Miscellaneous	87,100	87,100	58,580		67.3%	49,376	71.6%
<b>Total Revenues</b>	<b>194,100</b>	<b>194,100</b>	<b>137,857</b>		<b>71.0%</b>	<b>124,875</b>	<b>55.1%</b>
<b><u>Parking Garage:</u></b>							
Personnel Services	22,900	22,900	-	-	0.0%	-	0.0%
Contractual Services	76,275	76,275	54,922	54,922	72.0%	66,024	65.9%
Material and Supplies	-	-	428	428	100.0%	-	0.0%
<b>Total Expenditures</b>	<b>99,175</b>	<b>99,175</b>	<b>55,350</b>	<b>55,350</b>	<b>55.8%</b>	<b>66,024</b>	<b>53.8%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>94,925</b>	<b>94,925</b>	<b>82,507</b>			<b>58,851</b>	
<b>Transfer Out to General Fund</b>	<b>(128,220)</b>	<b>(128,220)</b>	<b>(128,220)</b>			<b>(118,220)</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>(33,295)</b>	<b>(33,295)</b>	<b>(45,713)</b>			<b>(59,369)</b>	

**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Golf Course:</u></b>							
Golf Course Revenue	900,000	900,000	664,735		73.9%	725,285	68.0%
<b>Total Revenues</b>	<b>900,000</b>	<b>900,000</b>	<b>664,735</b>		<b>73.9%</b>	<b>725,285</b>	<b>68.0%</b>
<b><u>Golf Course:</u></b>							
Personnel Services	540,905	540,905	355,617	355,617	65.7%	291,196	64.5%
Contractual Services	216,875	216,875	143,377	143,377	66.1%	128,404	50.1%
Material and Supplies	160,100	160,100	81,483	81,483	50.9%	64,981	42.8%
Capital Outlay	139,750	139,750	-	43,713	0.0%	-	0.0%
<b>Total Expenditures</b>	<b>1,057,630</b>	<b>1,057,630</b>	<b>580,477</b>	<b>624,190</b>	<b>54.9%</b>	<b>484,582</b>	<b>55.7%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>(157,630)</b>	<b>(157,630)</b>	<b>84,257</b>			<b>240,703</b>	
<b>Transfer out to General Fund</b>	<b>(73,220)</b>	<b>(73,220)</b>	<b>(73,220)</b>			<b>(53,220)</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>(230,850)</b>	<b>(230,850)</b>	<b>11,037</b>			<b>187,483</b>	



**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Police and Fire Pension:</u></b>							
Property Taxes	994,000	994,000	997,725		100.4%	868,447	87.4%
Miscellaneous	750,500	750,500	1,770,102		235.9%	483,315	120.8%
Interest Revenue	500,000	500,000	301,495		60.3%	231,777	46.4%
<b>Total Revenues</b>	<b>2,244,500</b>	<b>2,244,500</b>	<b>3,069,322</b>		<b>136.7%</b>	<b>1,583,539</b>	<b>83.6%</b>
<b><u>Police and Fire Pension:</u></b>							
Pension Administration	171,100	171,100	115,648	115,648	67.6%	118,336	67.2%
Pension Benefits	2,790,000	2,790,000	1,878,296	1,878,296	67.3%	1,862,069	64.4%
<b>Total Expenditures</b>	<b>2,961,100</b>	<b>2,961,100</b>	<b>1,993,945</b>	<b>1,993,945</b>	<b>67.3%</b>	<b>1,980,404</b>	<b>64.6%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>(716,600)</b>	<b>(716,600)</b>	<b>1,075,378</b>			<b>(396,865)</b>	
<b>Transfer In from Other Funds</b>	<b>545,235</b>	<b>545,235</b>	<b>545,235</b>			<b>794,260</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>(171,365)</b>	<b>(171,365)</b>	<b>1,620,613</b>			<b>397,395</b>	

**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Non-Uniformed Pension:</u></b>							
Miscellaneous	1,941,845	1,941,845	3,103,950		159.8%	1,731,938	108.8%
Interest Revenue	500,000	500,000	329,152		65.8%	260,765	52.2%
<b>Total Revenues</b>	<b>2,441,845</b>	<b>2,441,845</b>	<b>3,433,103</b>		<b>140.6%</b>	<b>1,992,703</b>	<b>95.3%</b>
<b><u>Non-Uniformed Pension:</u></b>							
Pension Administration	223,100	223,100	151,462	151,462	67.9%	161,442	81.0%
Pension Benefits	1,646,000	1,646,000	1,134,943	1,134,943	69.0%	1,137,343	68.6%
<b>Total Expenditures</b>	<b>1,869,100</b>	<b>1,869,100</b>	<b>1,286,405</b>	<b>1,286,405</b>	<b>68.8%</b>	<b>1,298,784</b>	<b>70.0%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>572,745</b>	<b>572,745</b>	<b>2,146,698</b>			<b>693,918</b>	
<b>Transfer in from General Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>			<b>-</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>572,745</b>	<b>572,745</b>	<b>2,146,698</b>			<b>693,918</b>	

**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>American Rescue Plan Fund</u></b>							
Miscellaneous	3,400,000	3,480,220	3,480,218		100.0%	3,480,218	100.0%
<b>Total Revenues</b>	<b>3,400,000</b>	<b>3,480,220</b>	<b>3,480,218</b>		<b>100.0%</b>	<b>3,480,218</b>	<b>100.0%</b>
<b><u>American Rescue Plan Fund</u></b>							
Contractual Services	-	2,235	2,975	2,975	133.1%	4,069	6.8%
Capital Outlay	300,000	300,000	-	-	0.0%	-	0.0%
<b>Total Expenditures</b>	<b>300,000</b>	<b>302,235</b>	<b>2,975</b>	<b>2,975</b>	<b>1.0%</b>	<b>4,069</b>	<b>6.8%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>3,100,000</b>	<b>3,177,985</b>	<b>3,477,243</b>			<b>3,476,149</b>	
<b>Transfer Out to Other Funds</b>	<b>(3,500,000)</b>	<b>(3,500,000)</b>	<b>(3,500,000)</b>			<b>(2,696,860)</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>(400,000)</b>	<b>(322,015)</b>	<b>(22,757)</b>			<b>779,289</b>	

**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Olive I-170 TIF Fund (T2) RPA-1</u></b>							
Sales and Use Taxes	-	-	-		0.0%	-	100.0%
Property Taxes	-	-	359,952		100.0%	13,900	67.5%
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>359,952</b>		<b>100.0%</b>	<b>13,900</b>	<b>67.5%</b>
<b><u>Olive I-170 TIF Fund (T2) RPA-1</u></b>							
Community Development	-	-	349,379	349,379	100.0%	-	0.0%
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>349,379</b>	<b>349,379</b>	<b>100.0%</b>	<b>-</b>	<b>0.0%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>-</b>	<b>-</b>	<b>10,573</b>			<b>13,900</b>	
<b>Transfer In from Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>			<b>-</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>-</b>	<b>-</b>	<b>10,573</b>			<b>13,900</b>	

**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Olive I-170 TIF Fund (T3) RPA-2</u></b>							
Sales and Use Taxes	-	-	-		0.0%	188,168	3484.6%
TIF Revenue	-	-	3,830		100.0%	10,140	3.6%
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>3,830</b>		<b>100.0%</b>	<b>198,308</b>	<b>68.5%</b>
<b><u>Olive I-170 TIF Fund (T3) RPA-2</u></b>							
Contractual Services	-	-	745,659	745,659	0.0%	39,240	100.0%
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>745,659</b>	<b>745,659</b>	<b>0.0%</b>	<b>39,240</b>	<b>65.7%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>-</b>	<b>-</b>	<b>(741,829)</b>			<b>159,068</b>	
<b>Transfer In from Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>			<b>-</b>	
<b>Operating Revenues Over (Under) Expenditures</b>	<b>-</b>	<b>-</b>	<b>(741,829)</b>			<b>159,068</b>	<b>-</b>

**City of University City**  
**Statement of Revenues and Expenditures**  
**As of March 31, 2023**  
**FY 2023**

	<b>Annual Budget</b>	<b>Adjusted Budget</b>	<b>YTD Actual</b>	<b>YTD With Encumb</b>	<b>2023 Actual As % of Adjusted Budget</b>	<b>FY2022 3rd Qtr Actual</b>	<b>FY2022 Actual As % of Budget</b>
<b><u>Olive I-170 TIF Fund (T4) RPA-3</u></b>							
Sales and Use Taxes	-	-	-		0.0%	17,679	99.9%
Payment in Lieu of Taxes	-	-	196,624		100.0%	24,215	0.0%
TIF Revenue	-	-	83,879		100.0%	38,056	43.9%
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>280,504</b>		<b>100.0%</b>	<b>79,951</b>	<b>76.6%</b>
<b><u>Olive I-170 TIF Fund (T4) RPA-3</u></b>							
Community Development	-	-	67,305	67,305	100.0%	-	0.0%
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>67,305</b>	<b>67,305</b>	<b>0.0%</b>	<b>-</b>	<b>0%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>-</b>	<b>-</b>	<b>213,198</b>				
<b>Transfer In from Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>				
<b>Operating Revenues Over (Under) Expenditures</b>	<b>-</b>	<b>-</b>	<b>213,198</b>				



CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM

NUMBER: <i>For City Clerk Use</i>	CM20230522-02
--------------------------------------	---------------

<b>SUBJECT/TITLE:</b> CUP 22-13 Application for a Conditional Use Permit for "Schools, private; including college or university-level facilities" in the Public Activity (PA) District in the University City Civic Plaza Historic District.			
<b>REQUESTED BY:</b> John Wagner		<b>DEPARTMENT / WARD</b> Community Development/Ward 1	
<b>AGENDA SECTION:</b>	City Manager's Report	<b>CAN ITEM BE RESCHEDULED?</b>	Yes
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b> City Manager recommends approval with conditions.			
<b>FISCAL IMPACT:</b> N/A			
<b>AMOUNT:</b>		<b>ACCOUNT No.:</b>	
<b>FROM FUND:</b>		<b>TO FUND:</b>	
<b>EXPLANATION:</b> N/A			
<b>STAFF COMMENTS AND BACKGROUND INFORMATION:</b> Staff is of the opinion that the request to allow the buildings at 6900 Delmar Boulevard and 6901 Washington Avenue to be used as a private school use for Washington University would not be detrimental to the surrounding area and recommends approval of the request.			
<b>CIP No.</b>			
<b>RELATED ITEMS / ATTACHMENTS:</b> Attached are the Staff Report from the April 26, 2023 Plan Commission meeting - amended to include for the City Council the Commission's recommendation, as well as Plan Commission Transmittal Letter, the application for the Conditional Use Permit, Preliminary Plan and Project Description, Traffic Impact Study and letters of support/concern from residents.			
<b>LIST CITY COUNCIL GOALS (5):</b> Community Quality of Life and Amenities			
<b>RESPECTFULLY SUBMITTED:</b> City Manager, Gregroy Rose		<b>MEETING DATE:</b>	May 22, 2023







**Department of Planning and Development**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

April 26, 2023

Ms. LaRette Reese  
City Clerk  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130

RE: Application for Conditional Use Permit CUP 22-13 – A request to allow “Schools, private; including college or university-level facilities” in the Public Activity (PA) Zoning District.

Dear Ms. Reese,

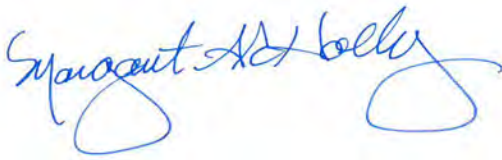
At a regularly scheduled meeting, on April 26, 2023, at 6:30 p.m. at the Heman Park Community Center, the Plan Commission considered the above-referenced application by Washington University – St. Louis for a Conditional Use Permit to allow “Schools, private; including college or university-level facilities” in the Public Activity (PA) Zoning District. By a vote of 6 for and 0 against, the Plan Commission recommended approval of the application with the following conditions:

1. The recommendation to approve CUP-22-13 is contingent upon City Council approval of the proposed Text Amendment (TXT-22-03), reducing the minimum lot size for PA-zoned parcels within the University City Civic Complex Historic District.
2. The applicant shall work with the City to identify and implement strategies to alleviate existing issues related to insufficient parking at the 560 Music Center, e.g., directing guests to municipal parking lots, assisting enforcement of parking restrictions in surrounding neighborhoods, etc.
3. The two (2) buildings will be used for faculty/staff administration and classroom purposes and associated uses such as libraries, break areas, and student lounges.
4. There shall be no large assembly, such as performances or lectures, in either building. Spaces within the building shall not be available for event rental.
5. Parking spaces on the 560 Trinity lot (38 spaces) and on the lot between the buildings (15 spaces) shall be by permit only from the hours of 8:00 a.m. to 6:00

p.m. Monday through Friday, except for holidays. Otherwise, the parking spaces shall be open to the public (other than for maintenance, repair, and up to (3) days per year).

6. A detailed Landscape Plan, Lighting Plan, and any additional exterior equipment (HVAC, mechanical, etc.) shall be reviewed by the Historic Preservation Commission for conformance with the Civic Complex Historic District Design Guidelines prior to issuance of permits.
7. Construction shall commence in no longer than twenty-four (24) months from the day of City Council approval.

Sincerely,

A handwritten signature in blue ink, appearing to read "Margaret Holly", with a large, stylized loop at the end.

Margaret Holly, Chairperson  
University City Plan Commission

## STAFF REPORT

### City Council

Meeting Date	May 22, 2023
File Number	CUP-22-13
Council District	1
Location	6900 Delmar Boulevard, 6901 Washington Avenue
Applicant	Washington University in St. Louis
Property Owner	<u>6900 Delmar Boulevard</u> : RDI Real Estate, LLC <u>6901 Washington Avenue</u> : Grace United Methodist Church (current owner), The Washington University (under contract)
Request	Conditional Use Permit (CUP) for “Schools, private; including college or university-level facilities”

#### Comprehensive Plan Conformance:

☐ Yes      ☐ No      ☒ No reference

#### Staff Recommendation:

☐ Approval      ☒ Approval with Conditions      ☐ Denial

#### Attachments:

- A. Application
- B. Project Description and Site Plans (from applicant)
- C. Traffic Impact Study
- D. Letters of Support and/or Concern

#### Applicant Request

The applicant, Washington University in St. Louis, is requesting a Conditional Use Permit (CUP) to operate an academic department in the existing buildings located at 6900 Delmar Boulevard and 6901 Washington Avenue. The University is not seeking demolition of the existing buildings; rather, they plan to preserve and enhance the historic buildings. No additions are proposed. The buildings will be used for faculty offices and seminar-style classrooms of approximately 20 students each. Assembly spaces, event/performance spaces, etc., are neither proposed nor recommended by staff for either building.

#### Background

The proposed project was presented to the Plan Commission on September 27, 2022, for review of a Text Amendment (TXT-22-03) to reduce the “PA” Public Activity zoning district’s minimum lot size from 2 acres to 0.45 acres within the University City Civic Plaza Historic District. This amendment would allow the subject property to be used for university-related uses despite having a smaller lot size, which is typical for in more historic areas of the city. The text amendment, with minor modifications, was recommended by the Plan Commission. The City Council has tabled the text amendment until the Plan Commission has reviewed and voted on a recommendation for the subject CUP.

The Plan Commission informally reviewed of the subject CUP on December 14, 2022. Several concerns were raised during that meeting related to parking, traffic, and historic preservation. In response to those concerns, the project has been reviewed twice by the Historic Preservation Commission (February 16 and March 15), and twice by the Traffic Commission (March 8 and 14). The Traffic Commission has also reviewed in detail the Traffic Impact Study (Attachment C) for the project. Both commissions recommended revisions to the site plans as well as CUP conditions. The attached plans reflect these revisions, and the following report includes the conditions they recommended.

### Existing Properties

The applicant proposes to reuse and preserve the two existing buildings at 6900 Delmar Boulevard and 6901 Washington Avenue. 6900 Delmar is a 0.48-acre site that has been used as office space and the temporary location for the University City Public Library in recent years. 6901 Washington is a 0.65-acre site that was formerly used as a church. There is an existing shared parking lot with 15 spaces, and a drop-off lane just east of the 6900 Delmar building.

#### Existing Zoning & Land Use

Existing Zoning:	PA – Public Activity
Existing Land Use:	Office, Library, Church
Proposed Zoning:	No change – “PA” District
Proposed Land Use:	College/university

#### Surrounding Zoning and Current Land Use

North	PA – Public Activity
East	PA – Public Activity
South	PA – Public Activity / SR – Single-Family Residential
West	SR – Single-Family Residential

#### Surrounding Zoning



## Analysis

### *Land Use and Zoning*

In the “PA” – Public Activity zoning district, “schools, private; including college or university-level facilities, provided that such buildings shall be located upon sites containing two and one-half (2½) or more acres” are classified as conditional uses, which is the impetus for the CUP. This use is appropriate for the PA district. However, use of the buildings for public assembly (lectures, performances, etc.), is not appropriate due to parking limitations and potential negative impacts on the surrounding neighborhood.

The future land use map of the Comprehensive Plan identifies the subject properties as “Institution”. According to the Comprehensive Plan, the principal land uses that are appropriate for this land use category include “government, schools, churches and other religious uses.”

### *Non-Conformities*

The existing buildings have legal non-conforming setbacks and heights. However, since no modifications to the building exterior will be made that would increase those non-conformities, this is acceptable. The pending text amendment (TXT 22-03) removes the provision that university/private school uses require 2.5-acre sites or larger; it also reduces the minimum lot size for PA-zoned parcels within the University City Civic Complex Historic District to 0.45 acres from 2.0 acres. The amendment corrects a discrepancy in the zoning ordinance that creates non-conforming lots in the Civic Complex Historic District.

### *Parking*

For the proposed uses, 46 parking spaces are required per Article VII of the Zoning Ordinance:

#### Classrooms

- Code requirement: 1 space for every 3 students
- Proposed: 99 students total
- 33 parking spaces required (99 students ÷ 3)

#### Office space for faculty and staff

- Code requirement: 1 space per 300 sf of office space, including reception and break areas
- Proposed: 5,460 square feet
- 18.3 spaces required (5,460 ÷ 300)

#### Reduction for proximity to transit

- 10% reduction if uses are within 500 feet of a transit stop
- $51.2 \times 10\% = 46$  parking spaces required

**A total of 53 parking spaces are provided in the proposed plans, exceeding the 46 required.** This will be achieved through existing parking and the construction of a new lot at 560 Trinity Avenue. The existing properties at 6900 Delmar and 6901 Washington have a combined 15 parking spaces. The applicant proposes to build a new parking lot with 38 additional spaces at 560 Trinity Avenue, immediately to the east of the subject properties across Trinity Avenue. This approach is allowable because all three parcels will have the same owner, and the new lot is within 500’ of the proposed uses.

The new parking lot will serve the faculty offices and classrooms at 6900 Delmar and 6901 Washington during the weekdays, when those buildings will be primarily used. After hours (evenings and weekends), the new lot will be available for public use, helping to alleviate existing parking challenges that stem from events in the 560 Music Center. Analysis of the existing parking issues was presented at the March 8, 2023 Traffic Commission, and is included below for reference. **It is important to note that the existing parking issues stemming from the 560 Music Center are considered a separate matter from the subject CUP.**

City staff, Plan Commissioners, and Historic Preservation Commissioners have received comments and complaints from the surrounding neighborhoods regarding insufficient parking when events are held at the 560 Music Center and COCA. Below is a summary of the current parking situation between the 560 Music Center and COCA.

- In 2005, University City approved a conditional use permit to allow the building at 560 Trinity Ave to be used for private school purposes. Since then, it has been referred to as the 560 Building, or the 560 Music Center.
- In 2017, University City approved a site plan allowing for the construction of the parking garage on the same site as the 560 Music Center. The garage was planned to accommodate parking for events at the music center, and in the future, accommodate parking for events held at COCA. The garage provides 204 parking spaces.
- In 2018, University City approved a conditional use permit for COCA to satisfy a portion of its parking requirements at the new parking garage. A shared parking agreement was signed between Washington University and COCA to allow the garage to be used by both sites.
- The 560 Music Center garage, completed in 2018, contains 204 parking spaces. Of these, 128 are dedicated to COCA, 54 are dedicated to the 560 Music Center, and 6 are dedicated to Castlereagh Apartments, directly to the north of the garage.
- Below are the number of parking spaces required per the zoning ordinance for the existing uses:
  - COCA – Catherine B. Berges Theatre:
    - 454 seats in theater
    - 117 parking spaces required per code (1 space per 3.5 seats = 130 x 10% reduction for proximity to transit = 117)
    - 128 parking spaces provided in garage
    - Exceeds parking requirements by 11 spaces
  - 560 Music Center
    - E. Desmond Lee Concert Hall: 1092 seats
    - Pillsbury Theater: 300-person capacity (3,266 square feet)
    - Recital Hall: 50-person capacity (775 square feet)
    - 354 parking spaces required per code (based on 1 space per 3.5 fixed seats, 1 space per 50 square feet for spaces without fixed seating, and 10% reduction for transit)
    - 54 parking spaces provided
    - Deficit of 300 parking spaces assuming all three event spaces are being used at full capacity, which is a highly unlikely scenario.

Given the above analysis, it appears that the 560 Music Center is underparked. The degree of underparking is exaggerated by the “worst case scenario”, which is highly unlikely—that all three event spaces are being utilized at full capacity simultaneously. However, the 560 Music Center is insufficiently parked for even more normal circumstances.

It is staff’s opinion that the parking issues with the 560 Music Center will not be made worse by the proposed reuse of the buildings at 6900 Delmar and 6901 Washington for classrooms and faculty offices. The parking plan for these buildings exceeds the needs of the proposed uses. Furthermore, the classrooms and faculty offices will be primarily used on weekdays, not evenings and weekends, when most events are held at the 560 Music Center and COCA. When students and faculty leave the offices/classrooms, it will free up additional parking for event attendees at the 560 Music Center and COCA, helping to satisfy some of the demand for parking during events.

Staff believes that the proposed Conditional Use Permit is appropriate as its uses will be sufficiently parked. Denying the Conditional Use Permit for 6900 Delmar and 6901 Washington would not lead to an improvement in the current parking problem. To further alleviate existing parking problems between 560 Building and COCA, staff recommends requiring COCA and Washington University to direct guests to City-owned municipal parking Lot 4, on the north side of Delmar.

### *Landscaping*

Landscaped buffers and sight-proof fences are required between non-residential uses and residentially zoned property, and the responsibility falls on the non-residential developer. In this case, only 6901 Washington abuts residentially zoned property. However, because the buildings and property lines are existing and have narrower setbacks than the current zoning code requires, there is insufficient space to provide the required landscape buffer. A sight-proof fence will still be required along the western property line of 6901 Washington, which the applicant has indicated they will provide.

In addition, the new parking lot proposed at 560 Trinity Avenue will be subject to the landscaping requirements for off-street parking areas (400.2040). The applicant will provide more detailed landscaping plans as the project progresses. Staff will work with the applicant to ensure these requirements have been satisfied.

### **Review Criteria**

The applicant is in accordance with the Conditional Use Permit review criteria, as set forth in §400.2710 of the Zoning Code, and listed below:

1. The proposed use complies with the standards of this Chapter, including performance standards, and the standards for motor vehicle-oriented businesses, if applicable, as contained in Section 400.2730 of this Article.
2. The impact of projected vehicular traffic volumes and site access is not detrimental with regard to the surrounding traffic flow, pedestrian safety, and accessibility of emergency vehicles and equipment.
3. The proposed use will not cause undue impacts on the provision of public services such as police and fire protection, schools, and parks.
4. Adequate utility, drainage and other such necessary facilities have been or will be provided.
5. The proposed use is compatible with the surrounding area.
6. The proposed use will not adversely impact designated historic landmarks or districts.
7. Where a proposed use has the potential for adverse impacts, sufficient measures have been or will be taken by the applicant that would negate, or reduce to an acceptable level, such potentially adverse impacts. Such measures may include, but not necessarily be limited to:
  - a. Improvements to public streets, such as provision of turning lanes, traffic control islands, traffic control devices, etc.
  - b. Limiting vehicular access so as to avoid conflicting turning movements to/from the site and access points of adjacent properties, and to avoid an increase in vehicular traffic in nearby residential areas.
  - c. Provision of cross-access agreement(s) and paved connections between the applicant's property and adjacent property(ies) which would help mitigate traffic on adjacent streets;
  - d. Provision of additional screening and landscape buffers, above and beyond the minimum requirements of this Chapter;
  - e. Strategically locating accessory facilities, such as trash storage, loading areas, and drive-through facilities, so as to limit potentially adverse impacts on adjacent properties while maintaining appropriate access to such facilities and without impeding internal traffic circulation;
  - f. Limiting hours of operation of the use or certain operational activities of the use (e.g., deliveries); and
  - g. Any other site or building design techniques which would further enhance neighborhood compatibility.

### **Findings of Fact**

According to §400.2720, the Plan Commission shall not recommend approval of a conditional use permit unless it shall, in each specific case, make specific written findings of fact based directly upon the particular evidence presented to it supporting the conclusion that the proposed conditional use:

1. Complies with all applicable provisions of this Chapter;
2. At the specific location will contribute to and promote the community welfare or convenience;
3. Will not cause substantial injury to the value of neighboring property;
4. Is consistent with the Comprehensive Plan, neighborhood development plan (if applicable), the Olive Boulevard Design Guidelines (if applicable), and any other official planning and development policies of the City; and
5. Will provide off-street parking and loading areas in accordance with the standards contained in Article VII of this Chapter.

### **Process – Required City Approvals**

Plan Commission. Section 400.2700(C) of the Zoning Code requires that CUP applications be reviewed by Plan Commission. The Plan Commission shall make a recommendation to the City Council for their consideration. A public hearing is required at the Plan Commission meeting.

City Council. Section 400.2700(D) of the Zoning Code requires that CUP applications be reviewed by City Council for final decision, subsequent to a public hearing and recommendation from Plan Commission. In conducting its review, City Council shall consider the staff report, Plan Commission's recommendation, and application to determine if the proposed CUP application meets the requirements of the Zoning Code.

### **Other Processes**

Traffic Commission. Section 120.420 of the City Code establishes that the Traffic Commission act in an advisory capacity to the City Council on matters related to traffic problems and conditions of the City in general, including the power and duty to receive and investigate complaints having to do with traffic matters. The Traffic Commission has reviewed the subject CUP and made recommendations to the Plan Commission and City Council, which are incorporated into the staff recommendation below.

Historic Preservation Commission. Section 400.1550(A)(5) establishes that the Historic Preservation Commission act in an advisory capacity to the Department of Planning & Development for consideration of conditional use permits for buildings in historic districts, and to make recommendations concerning such requests to the Plan Commission. The Historic Preservation Commission has reviewed the subject CUP and made recommendations to the Plan Commission which are incorporated in the staff recommendation below.

---

### **Staff Recommendation**

Staff recommends approval of the Conditional Use Permit for the properties located at 6900 Delmar Boulevard and 6901 Washington Avenue, with the following conditions:

1. The recommendation to approve CUP-22-13 is contingent upon City Council approval of the proposed Text Amendment (TXT-22-03), reducing the minimum lot size for PA-zoned parcels within the University City Civic Complex Historic District.
2. The applicant shall work with the City to identify and implement strategies to alleviate existing issues related to insufficient parking at the 560 Music Center, e.g., directing guests to municipal parking lots, assisting enforcement of parking restrictions in surrounding neighborhoods, etc.



3. The two (2) buildings will be used for faculty/staff administration and classroom purposes and associated uses such as libraries, break areas, and student lounges.
4. There shall be no large public assembly, such as performances or lectures, in either building.
5. Parking spaces on the 560 Trinity lot (38 spaces) and on the lot between the buildings (15 spaces) shall be by permit only from the hours of 8:00 a.m. to 6:00 p.m. Monday through Friday, except for holidays. Otherwise, the parking spaces shall be open to the public (other than for maintenance, repair, and up to (3) days per year).
6. A detailed Landscape Plan, Lighting Plan, and any additional exterior equipment (HVAC, mechanical, etc.) shall be reviewed by the Historic Preservation Commission for conformance with the Civic Complex Historic District Design Guidelines prior to issuance of permits.
7. Construction shall commence in no longer than twenty-four (24) months from the day of City Council approval.

### **Plan Commission Meeting**

At the Plan Commission meeting on April 26, 2023, the Plan Commission voted unanimously to approve the Conditional Use Permit to allow Washington University in St. Louis to operate an academic department in the existing buildings located at 6900 Delmar Boulevard and 6901 Washington Avenue in the Public Activity (PA) Zoning District. The Commission made a minor revision to the Staff Recommendations/Conditions, as outlined below. Please note that the only change between the Staff Recommendations and those approved by the Plan Commission was condition number 4.

Furthermore, in response to feedback obtained from the April 26, 2023 Plan Commission meeting, staff is recommending two additional conditions (#8 and #9 below, in bold).

### **Revised Staff Recommendations/Conditions:**

1. The recommendation to approve CUP-22-13 is contingent upon City Council approval of the proposed Text Amendment (TXT-22-03), reducing the minimum lot size for PA-zoned parcels within the University City Civic Complex Historic District.
2. The applicant shall work with the City to identify and implement strategies to alleviate existing issues related to insufficient parking at the 560 Music Center, e.g., directing guests to municipal parking lots, assisting enforcement of parking restrictions in surrounding neighborhoods, etc.
3. The two (2) buildings will be used for faculty/staff administration and classroom purposes and associated uses such as libraries, break areas, and student lounges.
4. There shall be no large assembly, such as performances or lectures, in either building. Spaces within the building shall not be available for event rental.
5. Parking spaces on the 560 Trinity lot (38 spaces) and on the lot between the buildings (15 spaces) shall be by permit only from the hours of 8:00 a.m. to 6:00 p.m. Monday through Friday, except for holidays. Otherwise, the parking spaces shall be open to the public (other than for maintenance, repair, and up to (3) days per year).
6. A detailed Landscape Plan, Lighting Plan, and any additional exterior equipment (HVAC, mechanical, etc.) shall be reviewed by the Historic Preservation Commission for conformance with the Civic Complex Historic District Design Guidelines prior to issuance of permits.
7. Construction shall commence in no longer than twenty-four (24) months from the day of City Council approval.
8. **Use of the two (2) buildings shall not exceed or result in exceeding, together, the assumptions**

in the February 24, 2023 Washington University Traffic Impact Study prepared by Lochmueller Group to the extent they do not conflict with the above seven (7) conditions, including but not limited to the following assumptions: ninety-nine (99) students or fifteen (15) full-time employees shall not be in the buildings at the same time (Table 4); no more than twenty percent (20%) of the students shall drive to or from the buildings (Table 5); there shall be no more than thirty-eight (38) vehicular trips to the buildings and eighteen (18) vehicular trips from the buildings during the a.m. peak hour, and there shall be no more than thirty-eight (38) vehicular trips from the buildings and eighteen (18) vehicular trips to the buildings during the p.m. peak hour (Table 6); there shall be no more than forty percent (40%) of the vehicular trips on Delmar Boulevard to/from the west, fifty percent (50%) of the vehicular trips on Delmar Boulevard to/from the east, and ten percent (10%) of the vehicular trips on Kingsland Avenue to/from the north (Table 7). All persons entering either building shall use a card or other device to gain entry and all data therefrom stored for such time as the City may require.

9. The City may make requests for information from the permittee to ensure compliance with the above conditions, and all such information requested shall be provided to the City in a timely manner as specified in the request.



## Department of Community Development

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8500

### APPLICATION FOR CONDITIONAL USE PERMIT Under Article 11 of the Zoning Code of University City, Missouri

1. Address/Location of Site/Building: 6900 Delmar Blvd & 6901 Washington Ave.

2. Zoning District (check one):

   SR    LR    MR    HR    HRO    GC    LC    CC    IC   X   PA    PD

3. Applicant's Name, Corporate or DBA Name, Address and Daytime Telephone: \_\_\_\_\_

Authorized Representative: Stacey Wehe, AIA, Managing Principal, Christner Architects.

621 North Skinker, Suite 220; St. Louis MO 63130 Phone: (314) 561-4448

4. Applicant's Interest in the Property:    Owner    Owner Under Contract    Tenant\*  
   Tenant Under Contract\*   X   Other\* (explain):

Owner Under Contract has identified an Authorized Representative to file Application.

\* Please Note: Zoning Code Section 34-131.1 requires that the application may only come from one (1) or more of the owners of record or owners under contract of a lot of record (or zoning lot), or their authorized representative. If you are applying as a tenant, tenant under contract or other, you must attach a letter from the owner stating you are an authorized representative of them and they give you permission to file this application for Conditional Use on their behalf.

5. Owner's Name, Corporate or DBA Name, Address and Daytime Telephone, if other than Applicant:

Owner Under Contract:  
The Washington University  
Campus Box 1058  
One Brookings Drive  
St. Louis, MO 63130  
Attention: Steve Condren,  
Assistant Vice Chancellor for  
Real Estate  
(314) 935-5963

Owner (6901 Washington):  
Chairman of the Board of Trustees  
Grace United Methodist Church  
6199 Waterman  
St. Louis, MO 63112  
Attention: Ted Dearing, Dearing  
Batten & Bauer LLC  
(314) 863-2700

Owner (6900 Delmar):  
RDI Real Estate, LLC  
6900 Delmar Blvd.  
St. Louis, MO 63130  
Attention: Dan Rossini,  
Northstar Group  
(314) 568-4023

6. Please state, as fully as possible, how each of the following standards are met or will be met by the proposed development or use for which this application is being made. Attach any additional information to this application form.

a) Complies with all applicable provisions of the University City Zoning Code (e.g. required yards and setbacks, screening and buffering, signs, etc.).

See attachment A.

b) At the specific location will contribute to and promote the community welfare or convenience.

See attachment A.

c) Will not cause substantial injury to the value of neighboring property.

See attachment A.

d) Is consistent with the Comprehensive Plan, neighborhood development plan (if applicable), and any other official planning and development policies of the City.

See attachment A.

e) Will provide off-street parking and loading areas in accordance with the standards contained in Article 7 of the University City Zoning Code

See attachment A.

See  
attachment A.

\*\* Please Note: You should also submit twelve (12) copies of a memo detailing the following information:

1) Description of the proposed Conditional Use, in narrative form. Please include historical information about the applicant, the company and/or the organization. Explain why this particular site was chosen for the proposal, state the number of employees that will be working at the site, state the hours of operation, explain other features unique to the proposed use and submit any other information that will help the Plan Commission and City Council in their decisions. 2) Estimated impact of the conditional use on the surrounding properties and adjacent streets, including, but not limited to, average daily and peak hour traffic generation, existing traffic volumes of adjacent streets, if available, use of outdoor intercoms, and any other operational characteristics of the proposed use that may have impacts on other adjacent or nearby properties. 3) Legal description of the property(s) proposed for the Conditional Use Permit, when the proposed use involves a substantial addition or new construction.

A Public Hearing before the Plan Commission is required by Ordinance. Notice of such Public Hearing must be published in a newspaper of general circulation at least fifteen (15) days in advance. Upon receipt of a Plan Commission Recommendation, the City Council must consider this application and supporting information before a Use Permit may be granted. A fee of \$114 must accompany this application.

12/5/2022

Date

Applicant's Signature and Title

Stacey Wehe, Managing Principal  
Christner Architects

The Washington University  
Representing (if applicable)

FOR OFFICE USE ONLY

Application First Received.

Application Fee in the Amount of \$ Receipt #

Application returned for corrections, additional data.

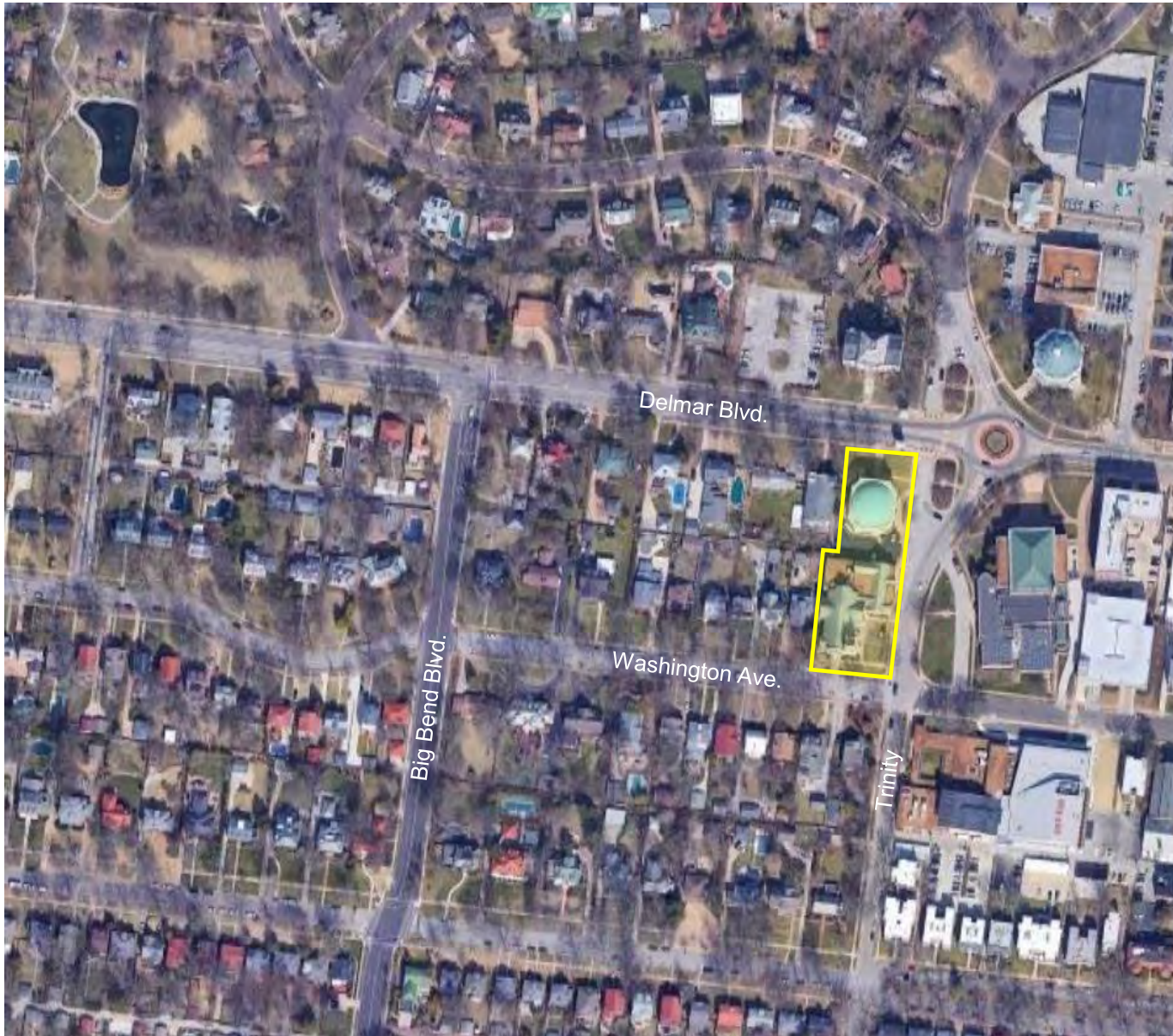
Final complete application received.

File # created. K:\wpoffice\wpdata\f-cupfrm.doc

**Attachment A**  
**6900 Delmar Blvd. & 6901 Washington Ave.**  
**CUP Application**

Note: This application has been revised since it's original submission in December of 2022. The scope and goals of the project have not changed. Revisions are limited to: 1.) an updated site plan that has been further reviewed and vetted with both the Traffic Commission and Historic Preservation Commission and taking into consideration neighborhood input in modifications and 2.) a traffic impact study for the project has been completed and is provided for reference as Attachment B.





Washington University in St. Louis is under contract to purchase 6901 Washington and in continued discussions with the owner of 6900 Delmar to purchase that property as well. The University was approached by the University United Methodist Church congregation (located at 6901 Washington) after their decision to consolidate and merge with another parish. UUMC knew the University would be good stewards of their building and respect the legacy of its history.

With the adjacent 6900 Delmar property currently on the market, the University recognized the opportunity to purchase both properties and locate an academic department within them. Since being first approached by UUMC, the University has been assessing the condition of each property and test-fitting options for potential adaptive reuse. While the project is essentially in a master planning phase and design work has not begun, a clear direction for the project has been established:

- Demolition will not be sought. The University seeks to preserve and enhance the defining features and historic character of each property, extending their life for decades to come.
- The University is considering relocating an academic department to these buildings. The identified academic department is not pursuing growth and will benefit from the quality of space provided within these buildings.
- Spaces within the buildings would primarily include offices and seminar-style classrooms of approximately 20 students. A large auditorium, rental spaces, or assembly spaces are not being considered for either property.







6. Please state, as fully as possible, how each of the following standards are met or will be met by the proposed development or use for which this application is being made.

a) Complies with all applicable provisions of the University City Zoning Code.

The following sections of University City's Chapter 400 Zoning Code apply to this project:

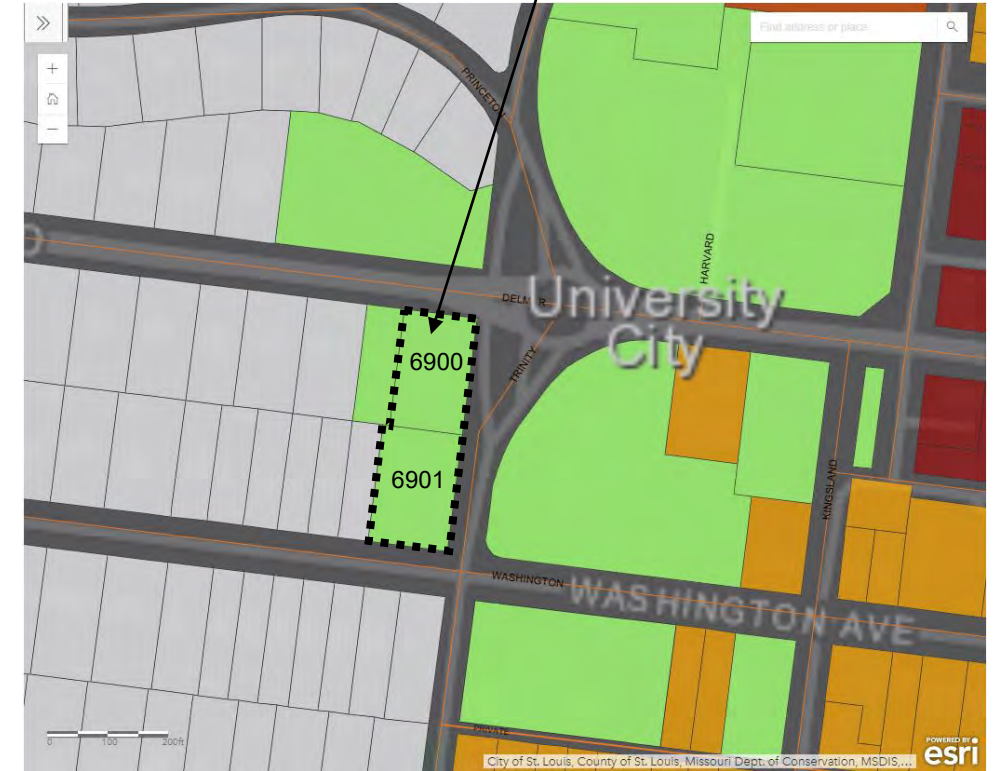
#### Article IV District Regulations

##### Division 10 "PA" Public Activity District

- Both parcels are currently zoned PA, Public Activity.
- The lot sizes are as follows:
  - 6900 Delmar Blvd. = 0.48 acres
  - 6901 Washington Ave = Approximately 0.65 acres (Note: The University City website does not include lot size information for this parcel. The acreage provided is based on the site survey most recently performed for the property.)
- Per Section 400.690, the proposed used is an allowable Conditional Use.
  - "Schools, private; including college or university-level facilities, providing that such buildings shall be located upon sites containing two and one-half (2-1/2) or more acres."
  - A text amendment has been proposed for the Civic Complex Historic District that would reduce the minimum lot size requirement for PA parcels within this district. The text amendment process is currently under review by the City.
  - Note: It's worth noting that any potential buyer for these properties will need to pursue the same process. These highly urban lots are far from meeting the City-wide PA minimum lot size requirement; furthermore, the other PA lots within the civic complex plaza do not meet the current lot size requirements.
- Section 400.700 Density and Dimensional Regulations
  - Section A Minimum Lot Size. This section identifies a minimum lot size of 2 acres for all permitted and conditional uses. This requirement is superseded by the section above and would be modified by the proposed text amendment.
  - Section B Building Setback Requirements. The existing buildings have non-conforming setbacks. These non-conforming setbacks will be maintained and not altered in any way through this project. No new building construction is proposed.
  - Section C Building Height Limitations. Elements of the existing buildings exceed the building height limitations. These elements will not be altered as part of this project. No new building construction is proposed.
- Section 400.710 Other Development Standards.
  - Section B – As required in this section, a detailed landscaping plan will be submitted as part of the site plan review process.

6900 Delmar Blvd. &  
6901 Washington Ave

Both Zoned: PA Public Activity  
but abutting some single-family residential



<https://www.ucitymo.org/833/Zoning-Map>

- Single Family Residential
- Multi-Family Residential
- Public Activity



Setbacks

The following Public Activity Parcel Setbacks apply:

- 15'-0" Minimum Street Right-of-Way Setback
- 0'-0" Property Line Setback\*
- 35'-0" Height Restriction

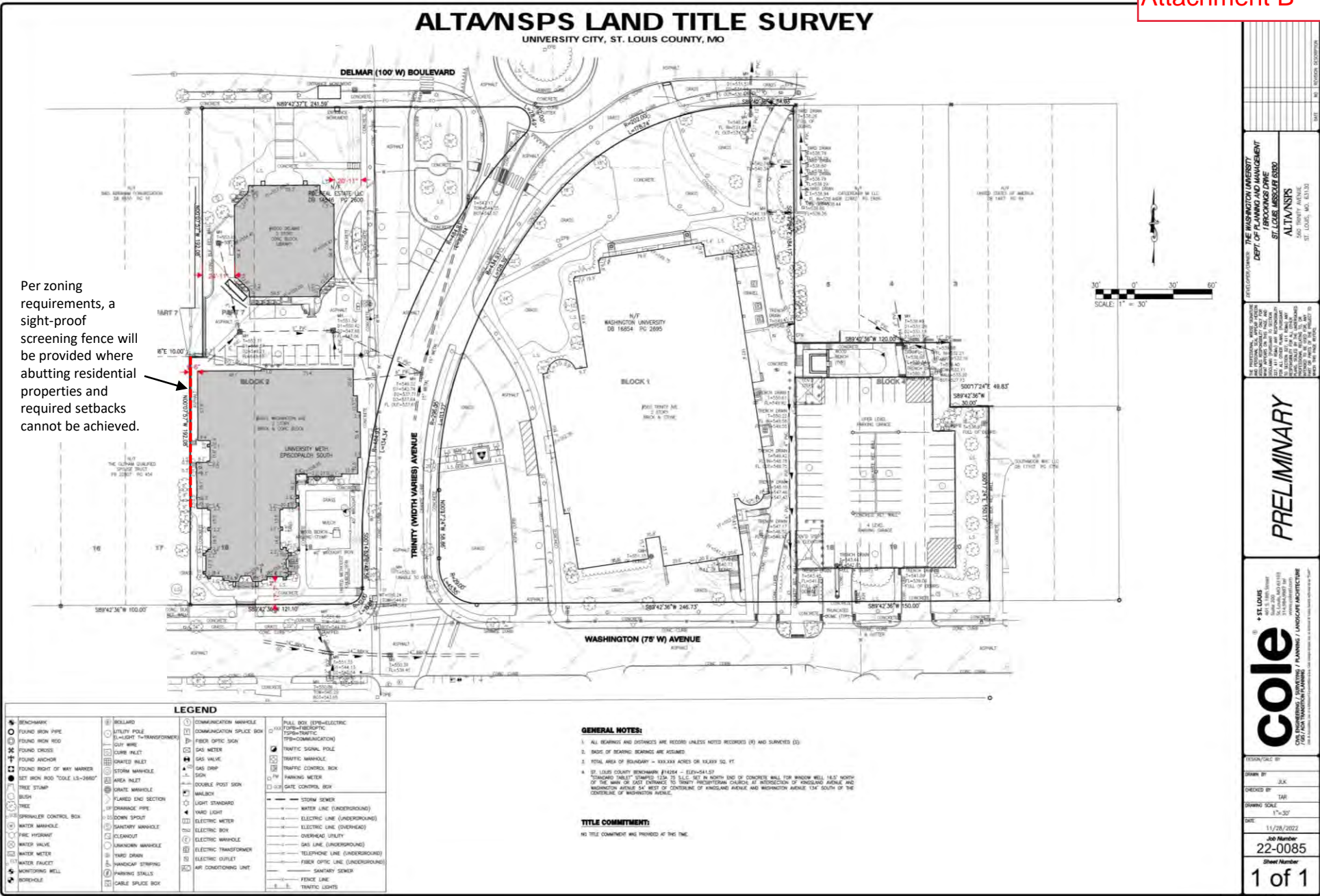
\*Unless abutting a residential district, in which case, a 25'-0" setback is required.

\*If a building is setback from the property line, then it must be setback at least 5'-0".

The 6900 Delmar building is currently compliant with setback regulations, with the exemption of the height restriction. (The building is setback from the street right-of-way by over 20'-0" and from the parcel to the west by over 20'-0".)

- The 6901 Washington Building currently has several non-conforming setbacks.
- It is setback from the Street ROW by less than 12'-0" at its widest point.
  - It borders a residential property and is currently setback from that property by 6'-6".
  - The church exceeds the height restriction.

Since building additions are not occurring, this project will maintain all current non-conformances.



**Article V Supplementary Regulations**

- All setback and lot size requirements are addressed above.
- Accessory buildings and structures will not be introduced on this project.
- Division 6 Landscaping and Screening Requirements
  - Section 400.1180 Planting Specifications. Detailed landscaping information will be submitted as part of the Site Plan review and approval process. In developing the site plan, the project team will comply with the requirements of this Division.
  - Section 400.1190 Screening Between Non-Residential and Residential Zoning Districts. The western extent of the property at 6901 Washington Ave abuts a residential district. Due to the close nature of the building to the property line, a landscape buffer is not possible. A sight-proof screening fence, 8'-0" in height will be constructed.
  - Section 400.120 Screening of Building Mechanical or Electrical Equipment. To the extent possible, major mechanical equipment will be located within each building. Due to the unique roof structures of these buildings, rooftop equipment will not be used. In the event ground-mounted equipment is required, it shall be screening in accordance with the provisions of this section.
  - Section 400.1210 Screening of Rubbish, Garbage and Dumpster Containers. Trash containers are currently located along the western edge of the shared parking lot between 6900 and 6901. Due to the limited site area, they will remain in this location but screened from view in accordance with the requirements of this section.
- Division 7 Fence Regulations
  - With the exception of fences required for screening, no fences will be introduced on this project.
- All other requirements of this article will be met.

a) *How the specific location will contribute to and promote the community welfare or convenience.*

The University seeks to preserve and enhance the defining features and historic character of each property, extending their life for decades to come. Their objective is stewardship of the properties, and their intended use will maintain the vitality of the civic complex, with occupants using these buildings primarily between 9:00 AM and 5:00 PM, Monday through Friday. This usage pattern will contribute to the 24-hour life cycle of the civic complex but avoid contributing to parking challenges during evening and weekend hours. Additionally, the surface parking lot that is being proposed to support this project will be made available for public use after-hours, assisting in relieving parking challenges during evenings and weekends, especially when special events are held by neighboring institutions.

- a) *Will not cause substantial injury to the value of neighboring property.*

(See answer above.)

- a) *Is consistent with the Comprehensive Plan, neighborhood development plan (if applicable), and any other official planning and development policies of the City.*

The parcels are both located within the University City Civic Complex Historic District. The proposed project complies with all municipal requirements for this historic district as outlined in University City Zoning Code, specifically in relation to Article VI Historic Landmarks and Districts, Division 7 University City Civic Complex Historic District.

The project complies with the spirit of these regulations by virtue of the fact that:

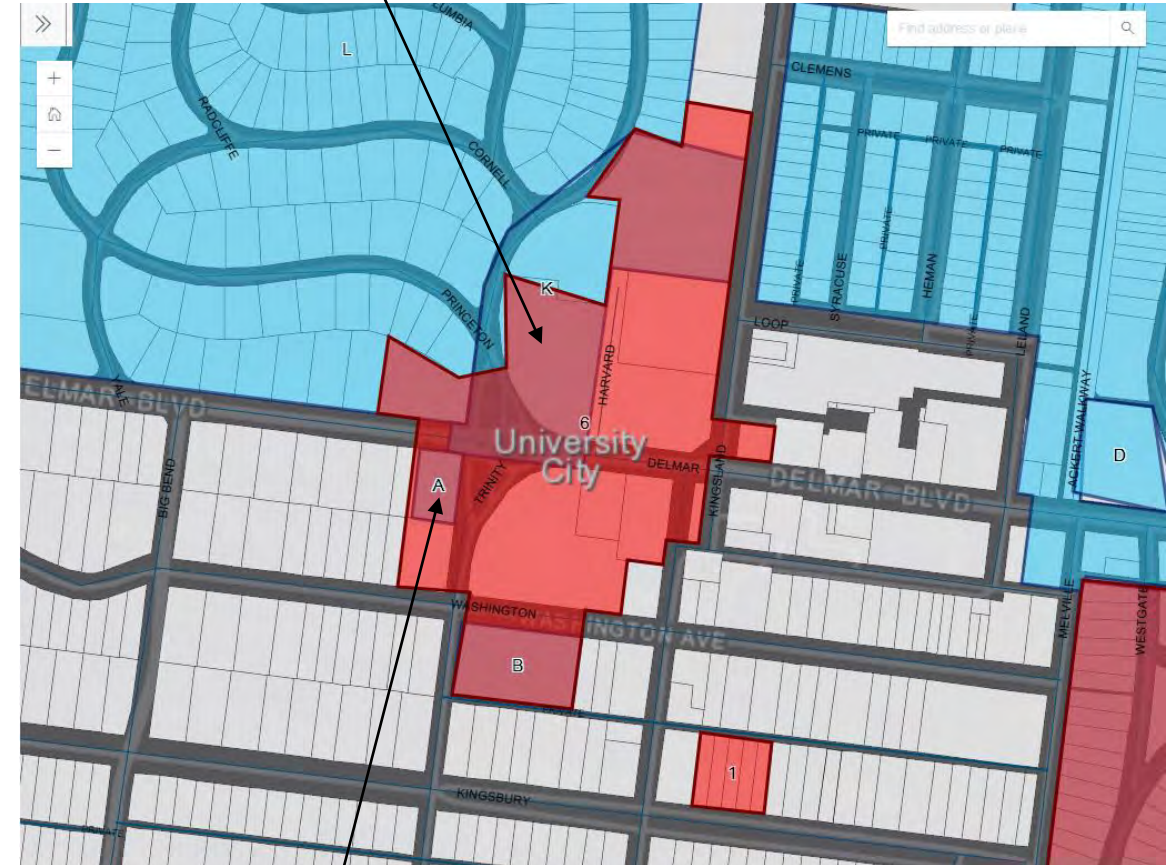
- Demolition is not being sought.
- Building additions are not being proposed.
- The only exterior alterations being proposed are those that will ensure the weather-tightness and longevity of the building including repairs to existing roofs, tuckpointing as needed, and restoration of existing windows.

- a) *Will provide off-street parking and loading areas in accordance with the standards contained in Article 7 of the University City Zoning Code.*

See the following page for detailed parking calculations and a preliminary site plan identifying the parking strategy.

The Civic Plaza District (in red) is a National Historic District.

The district's underlying concept is "a group of buildings of strongly geometric shapes, each different but united by materials, scale, and formality."



A. The Assumption Greek Orthodox Church is listed on the National Register of Historic Places (1977).



Parking

Per University City Municipal Code, Section 400.2010, locations for off-site parking must meet the following requirements:

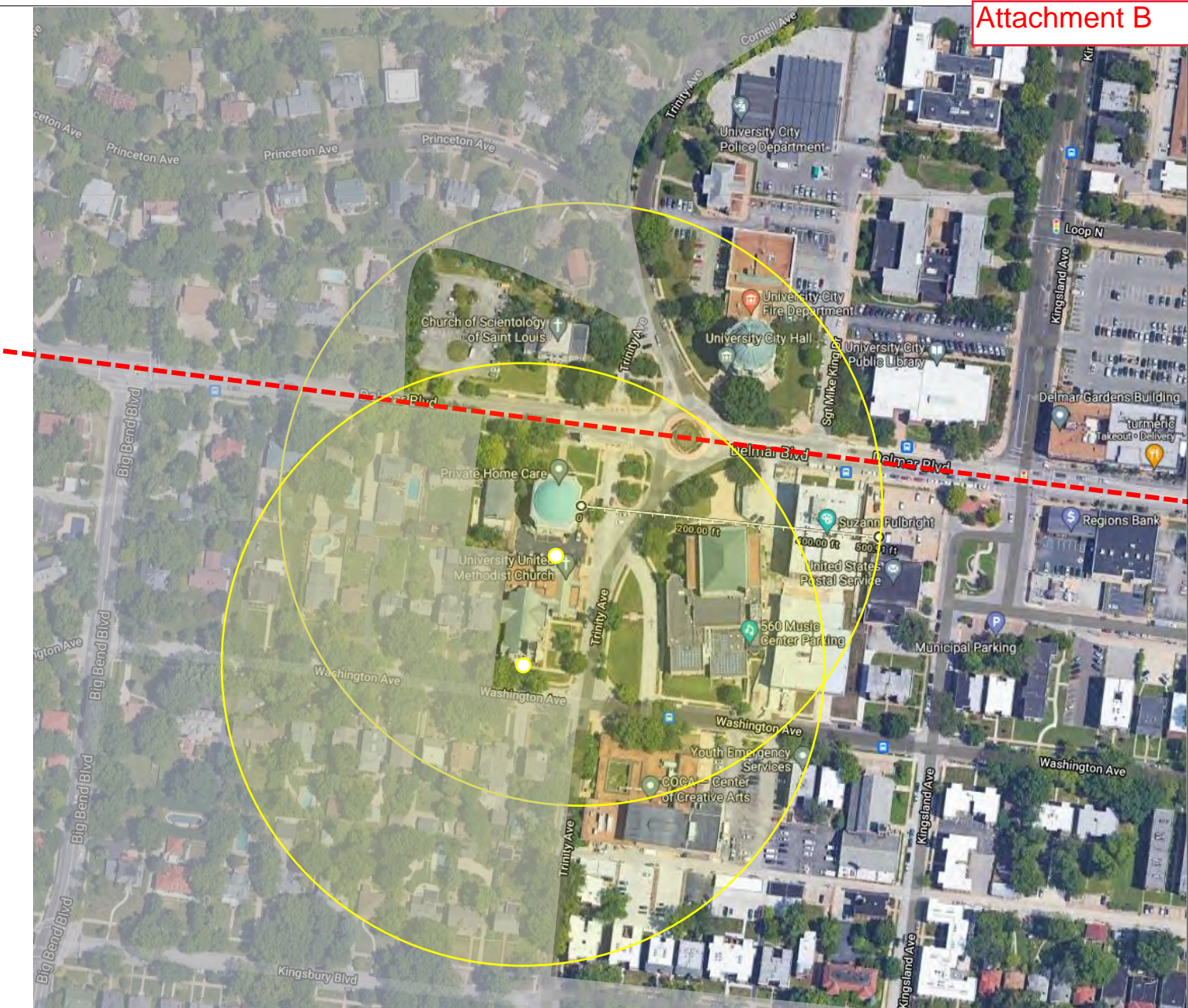
- All off-site parking must be within 500’ from the nearest primary entrance to the principal building being served
- Off-site parking shall not be located so as to cause persons to cross an arterial street (Delmar is defined explicitly as such).
- The route to off-site parking must ensure ADA parking spaces are provided an ADA compliant route to the nearest ADA entrance.

These requirements result in extremely limited options for parking for these buildings. Due to this, the project intends to reuse the shared parking lot between the two buildings and construct a new surface parking lot immediately to the west of the 560 Music Building. This approach is allowable per Zoning Code because all parcels have the same owner.

Per Section 400.2010 of Zoning Code:

If parking is to be located elsewhere than on the lot on which the principal use is located, then the off-site property to be utilized for parking shall be in the same possession (either by deed, or by easement, or long-term lease which has a term equal to or exceeding the projected life or term of lease of the facility bound by covenants filed in the office of the St. Louis County Recorder of Deeds) as the owner of the principal use, except as provided for in Section 400.2130. In addition, the owner of property used for off-site parking shall be bound by covenants filed in the office of the St. Louis County Recorder of Deeds requiring such owner, successors, and assigns to maintain the required number of off-street parking spaces during the existence of such principal use utilizing the property for parking.

It is worth noting, that the existing properties are currently under-parked. Anyone purchasing these buildings will be required to increase parking capacity and comply with these requirements for the location of off-site parking. Because the University owns the 560 Music Building, the solution this project proposes is the only option that meets all current zoning requirements.



Single Family Residential District      500' Radius      - - - Arterial Street



## Section 400.2140 Schedule of Off-Street Parking Space Requirements

Use	Minimum Parking Requirements
Amusement centers (indoor)	1 space for each 50 square feet devoted to amusement devices, virtual reality games, restaurants and bar areas
Amusement centers (outdoor)	1 space for each 200 square feet of enclosed building space devoted to customer service and administration; plus 1 space for every 3 persons that the outdoor facilities are designed to accommodate when used to the maximum capacity
Animal hospitals, veterinary clinics, boarding facilities, and grooming facilities	1 space for each 200 square feet of floor area
Art galleries and studios	1 space for each 500 square feet of floor area
Automobile and truck sales, rental, and leasing	1 space for each 400 square feet of floor area of sales and showroom area
Banks and other financial institutions	1 space for each 200 square feet of floor area (see also drive-through facilities)
Barber and beauty shops and/or nail salons or spas (as a principal use)	1 space for each 200 square feet of floor area or 1 space for each styling station, nail station or massage room, whichever is greater
Billiard parlors	(see Amusement centers, indoor)
Bingo halls	(see Places of public assembly)
Bowling alleys	(see Sports and recreational facilities)
Car wash, full-service (as a principal use, with or without automated washing equipment)	8 spaces; plus 10 stacking spaces for each washing bay
Car wash, full-service (as an accessory use, with or without automated washing equipment)	3 stacking spaces for each washing bay
Car wash, self-service	4 stacking spaces for each washing bay; plus 1 parking space per washing bay for drying vehicles; plus 2 stacking spaces for each vacuuming station which is separated from the stacking lanes to the washing bays
Clubs and lodges	1 space for every 3 persons based on design occupancy load per the University City Building Code
Convalescent and nursing homes	1 space for every 3 patients based on designed maximum capacity
Convenience stores	(see Grocery store)

Day-care centers	1 space for every 5 individuals cared for as authorized by State licensing
Dormitories	2 spaces for every 3 beds based on the designed maximum capacity
Drive-through facilities (except as otherwise specified in this Section)	5 stacking spaces for each customer service station, including drive-up service windows, drive-up automated teller machines (ATM), drive-up banking service lanes, but not including drive-up public telephones. Parking circulation aisles shall not be utilized to satisfy this requirement.
Dwellings, multifamily (including elevator, garden, and townhouse buildings)	1.5 spaces for each dwelling unit, except that 2 spaces shall be provided for each dwelling unit containing 2 or more bedrooms; plus visitor parking for dwellings with 6 or more dwelling units, at the rate of 1 parking space for each 6 dwelling units or fraction thereof for the first 30 dwelling units and 1 space for each additional 20 dwelling units
Dwellings, single-family (including attached single-family, detached single-family, and patio dwellings)	2 spaces for each dwelling unit
Dwellings, two-family	2 spaces for each dwelling unit, except that 1.5 spaces may be provided for each dwelling unit in unified developments containing at least 8 two-family or attached single-family dwellings and subject to approval under the planned development procedure
Funeral homes or mortuaries	1 space for each 75 square feet of parlor or chapel area or 1 space for every 5 fixed seats, whichever is greater, but no less than 20 spaces for each parlor or chapel
Furniture or appliance stores	1 space for each 400 square feet of floor area
Gasoline stations	2 spaces; Gasoline stations offering other retail goods for sale, in enclosed space accessible by the customer, shall also comply with the parking requirements for convenience stores. Gasoline stations providing vehicle repair or maintenance services shall also comply with the parking requirements for vehicle repair or service facilities. Gasoline station having accessory car-wash facilities shall provide vehicle-stacking spaces in accordance with car wash, full-service
Gymnasiums	(see Sports and recreation facilities and Places of public assembly)
Hotels or motels	1.1 spaces for every rental unit; plus spaces as required herein for affiliated uses such as restaurants, meeting rooms or banquet facilities
Laundromats, self-service	1 space for each 200 square feet

## Section 400.2140 Schedule of Off-Street Parking Space Requirements

Manufacturing, warehousing and wholesale uses	1 space for each 1,000 square feet of floor area or 2 spaces for every 3 employees, whichever is greater; plus 1 space for each vehicle customarily used in the operation of the use or stored on the premises; plus spaces as required herein for affiliated uses such as office or retail sales area
Movie theaters	(see Places of public assembly)
Offices, other than dental and medical offices, or offices associated with banking or other financial institutions	1 space for each 300 square feet of floor area, including the basement if used or adaptable to office use
Offices, dental and medical (including outpatient medical clinics, surgery centers, MRI centers, chiropractor offices, and similar uses)	1 space for each 200 square feet of floor area, including the basement if used or adaptable to office use
Places of public assembly (including auditoriums, banquet halls, gymnasiums with spectator seating, meeting rooms, reception halls, sports facilities with spectator seating, theaters, and similar uses)	1 space for every 3.5 seats in the main assembly room (1 seat equals 2 feet of bench length); or where no fixed seating is provided, 1 space for each 50 square feet of floor area, exclusive of kitchen, restrooms and storage areas; plus spaces as required herein for affiliated uses
Places of worship	1 space for every 3.5 seats in the main assembly room (1 seat equals 2 feet of bench length)
Plumbing, heating, and air-conditioning equipment sales or service	1 space for each 300 square feet of floor area devoted to sales area; plus 1 space for each vehicle customarily used in the operation of the use or stored on the premises
Restaurants, bars, and taverns	1 space for each 75 square feet of gross floor area (GFA)
Restaurants, providing drive-through service only	8 stacking spaces for each service window; plus 2 spaces for each customer service window
Restaurants, providing carry-out service only	1 space for each 200 square feet of floor area
Retail stores, retail specialty shops, grocery, and service establishments not elsewhere specified in this Section	1 space for each 200 square feet of floor area
Schools, elementary, junior high, and middle schools (public or private)	1 space for every 20 students based on building design capacity
Schools, high schools	1 space for every 7 students based on building design capacity
Schools, business, professional, or technical schools	1 space for every 3 students based on program capacity
Senior living facilities	0.75 spaces per dwelling unit
Sports and recreational facilities:	
Bowling alleys	5 spaces for each bowling lane; plus spaces otherwise required for any additional uses such as restaurants, bars, and indoor amusement centers
Gymnasiums without spectator seating	1 space for each 100 square feet of floor area (not applicable to gymnasiums associated with schools)

Ice and roller skating rinks	1 space for each 100 square feet of skating area; plus spaces otherwise required for spectator seating
Racquet sport courts, including handball, racquetball, squash, and tennis courts	3 spaces for each court; plus spaces otherwise required for spectator seating
Recreation centers, general purpose	1 space for each 300 square feet of floor area
Swimming pools	1 space for each 75 square feet of pool area, including patio areas; plus spaces otherwise required for spectator seating
Vehicle repair or service facilities	4 spaces for each service/repair bay or station; plus 1 space for each vehicle customarily used in the operation of the use or stored on the premises
Warehousing, self-service storage	5 spaces for the first 5,000 square feet of storage area; plus 1 space for each additional 5,000 square feet of storage area

# Parking Calculations

The following parking calculations apply to this project:

	Metric (Per Zoning Code)	Area (NSF per Program)	Notes		
<b>Offices</b> “Offices, other than dental and medical offices, or offices associated with banking or other financial institutions”	1 space for each 300 square feet of floor area	5,460 NSF	All faculty and staff offices, office support spaces (including office suite reception areas) have been included within this square footage.	<b>= 18.2 Spaces</b> →	<div>Additional Parking Considerations:</div> <div>–</div> <div>There are 15 FTE (full-time equivalent) employees, inclusive of faculty and staff, employed by the Department. Staff will arrive in the morning, as part of regular commuter traffic, work within the building all day, and leave in the evening.</div> <div>–</div> <div>Courses are primarily held during the Fall and Spring semesters, Monday – Friday from 9 AM to 5 PM, with peak academic hours of 10 AM to 3 PM.</div> <div>Of the 99 total students, 29 are majors or minors in the department and will be within the buildings for extended periods of time. The remaining 70 students take a single elective course and will be at the building infrequently.</div> <div>In addition to the nearby public transportation bus stop, the University will provide a shuttle to serve these buildings. Based on historic shuttle usage on campus, it is expected that a majority of students will use the shuttle.</div>
<b>Educational Spaces</b> “Schools, business, professional, or technical schools”	1 space for every 3 students based on total program capacity	99 Students (Total Capacity)	Per Zoning Code, this calculation encompasses the parking needs for all educational spaces and educational support spaces in this building for this academic department.	<b>= 33 Spaces</b> →	
<b>Total Requirement = 51.2 Spaces</b>					
<div>Per Zoning Code, a 10% reduction of parking requirements is allowable if there is nearby public transportation. There is a bus stop at Washington and Trinity, which is well within the 500’ requirement.<ul style="list-style-type: none"><li>Section 400.2130 of Zoning Code: Exception For Uses Located Near Transit Stations And Stops. For uses located within five hundred (500) feet of a public transit station or stop, the off-street parking requirements may be reduced by ten percent (10%). The Loop Trolley stops and stations shall not be included in this exception.</li></ul></div>				<b>Total Requirement with Allowable 10% Reduction = 46 Spaces</b>	



Site Plan - Existing

Currently, 6900 & 6901 have a shared parking lot with a total of 15 parking spaces.

This parking lot previously accommodated church staff, commercial tenants in 6900, and until 2020 it supported the UUM Preschool which operated out of 6901. With the preschool driving heavy peak traffic demands in this area, pick-up and drop-off traffic was accommodated through street parking, the 560 drive lane, and the Trinity "spur road" out of necessity.

The 6900 building does have an existing drop-off along Trinity. The size and turning radius of this drop-off does not accommodate truck traffic. The width of the drive lane does not accommodate parking while allowing one-way traffic. There is no marked parking here.

For reference: The 560 drive lane includes marked parking for 5 ADA spaces and 4 temporary drop-off spaces (with a posted 30-minute time limit).





Site Plan – Proposed  
(Preliminary Scenario – A, Revised 3/10/2023)

Disclaimer:

- 1. Site plan is preliminary, created to test parking capacity to meet municipal zoning requirements for the site.

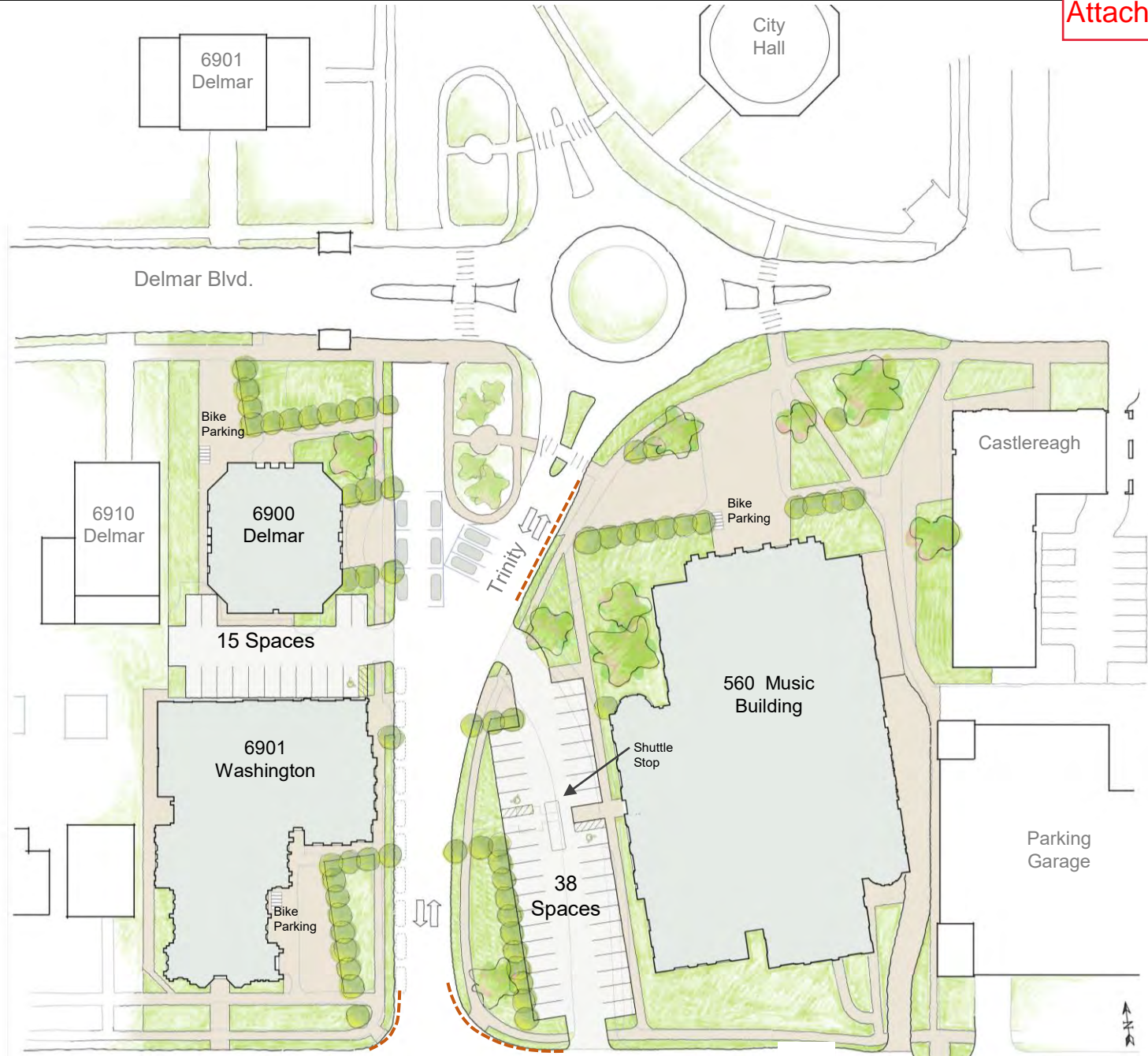
This site plan has been created to test the carrying capacity of the site and opportunities to improve the flow of vehicular traffic while increasing pedestrian safety.

**A Net Total of 48 Spaces is possible with this configuration; a net addition of 33 spaces over the existing condition.**

15 existing spaces + a net addition of 33 spaces at 560 Trinity (38 new spaces – 5 existing drop-off spaces).

Reminder: 46 spaces will be required for this project.

--- Existing "No Parking From Here to Corner" Zone



1. *Description of the proposed Conditional Use, in narrative form. Please include historical information about the applicant, the company and/or the organization. Explain why this particular site was chosen for the proposal, state the number of employees that will be working at the site, state the hours of operations, explain other features unique to the proposed use and submit any other information that will help the Plan Commission and City Council in their decisions.*

(See project introduction section at beginning of this memo and Traffic Impact Study for this information.)

1. *Estimated impact of the conditional use on the surrounding properties and adjacent streets, including, but not limited to, average daily and peak hour traffic generation, existing traffic volumes of adjacent streets, if available, use of outdoor intercoms, and any other operational characteristics of the proposed use that may have impacts on other adjacent or nearby properties.*

(See Traffic Impact Study, included as Attachment B.)

1. *Legal description of the property(s) proposed for the Conditional Use Permit, when the proposed use involves a substantial addition of new construction.*

(Not applicable.)

FEBRUARY 24, 2023

# Washington University Traffic Impact Study

**University City, Missouri**

**Prepared for:**

Christner Architects  
621 N. Skinker Boulevard, Suite 220  
St. Louis, Missouri 63130

**Prepared by:**

Lochmueller Group  
411 N. 10<sup>th</sup> Street  
Suite 200  
St. Louis, MO 63101  
314.621.3395



Project Number 522-0146

## Table of Contents

List of Figures .....	ii
List of Tables .....	ii
Executive Summary.....	iii
Introduction .....	1
2023 Baseline Conditions.....	2
Existing Roadway Network .....	2
Existing Multimodal Accommodations .....	4
2023 Baseline Traffic Conditions.....	5
2023 Baseline Operating Conditions.....	6
Proposed Development .....	8
Trip Generation.....	8
Directional Distribution.....	10
Site Access and Internal Circulation Recommendations .....	13
2023 Forecasted Conditions .....	14
Forecasted Traffic Volumes .....	14
Forecasted Operating Conditions .....	14
Conclusions .....	17

## List of Figures

Figure 1. Site Area .....	1
Figure 2. Existing Lane Configuration and Traffic Control .....	3
Figure 3. Washington University Shuttle Route.....	4
Figure 4. 2023 Baseline Traffic Volumes.....	5
Figure 5. Directional Distribution for Site-Generated Trips.....	11
Figure 6. Proposed Development Site-Generated Trips .....	12
Figure 7. Recommended Improvements .....	14
Figure 8. 2023 Forecasted Traffic Volumes (with the Proposed Development).....	15

## List of Tables

Table 1. MetroBus Stops Within Study Area.....	4
Table 2. Intersection Level of Service Thresholds.....	6
Table 3. 2023 Baseline Traffic Operating Conditions.....	7
Table 4. Anticipated Daily Site Occupants .....	8
Table 5. Transportation Mode Split for Students & Faculty .....	9
Table 6. Proposed Development Vehicular Trip Generation Forecast .....	10
Table 7. Directional Distribution Percentages .....	10
Table 8. 2023 Forecasted Traffic Operating Conditions .....	16

## Executive Summary

Lochmueller Group has completed the following traffic study pertaining to the proposed occupancy of 6900 Delmar Boulevard and 6901 Washington Avenue by a Washington University academic department. The intent of this traffic impact study is to forecast the amount of traffic that would be generated by the proposed development, evaluate the impact of the additional trips on the study area road system, and determine if any street or traffic improvements would be needed to mitigate the development's impacts. The following intersections were included in the analysis:

- Delmar Boulevard and Trinity Avenue (roundabout)
- Delmar Boulevard and Kingsland Avenue (signalized)
- Trinity Avenue and Washington Avenue (unsignalized)
- Kingsland Avenue and Washington Avenue (unsignalized)

Given the planned educational use, this study evaluated the weekday morning peak period (6:30 AM to 9:00 AM) and the weekday afternoon peak period (2:30 PM to 6:00 PM). These periods represent peak times for faculty and student arrivals and departures. Existing traffic operating conditions within the study area are favorable with each study intersection operating at LOS B or better during the peak hours. This indicates that the study area not only operates effectively with existing traffic but also has available capacity for growth.

Washington University proposes to occupy two existing buildings located at 6900 Delmar Boulevard and 6901 Washington Avenue. These buildings will be converted from their existing uses to provide office and educational spaces for a relocated academic department. The site will accommodate 15 full-time equivalent staff and faculty members as well as a total of 99 students throughout the day. Of these 99 students, 29 are expected to be pursuing a major or minor in the department and are assumed to be using the buildings for extended periods of time throughout the day. The remaining 70 students will be enrolled in a single elective class and will be on site infrequently. Due to staggered class times, all 99 students will not be on site at the same time.

University students are less likely to have a car and more likely to use other modes of transportation. The university also provides a shuttle service for staff and students, which connects the Danforth Campus to surrounding areas, including the Delmar Loop and the proposed site. Given the prevalence of alternate modes of transportation, it was assumed that only 20 percent of students would drive. All faculty members were assumed to drive. Based on this information, the site is expected to generate approximately 56 total trips during each peak hour. It should be emphasized that this represents a conservative, worst-case traffic generation scenario based on overlapping classes and would not be expected on a daily basis.

The vehicular trips generated by the proposed development were assigned to the study area streets in accordance with a directional distribution that reflects prevailing traffic patterns and the anticipated residence locations for students and commuter routes for faculty driving to the site. Note that there is no ability to access Big Bend Boulevard or Forest Park Parkway via the neighborhood to the south of the site. Therefore, the entirety of the site's traffic generation would enter from the north and exit to the north via Delmar Boulevard or Kingsland Avenue.

The following recommendations and conclusions are offered to assist in the refinement of the site plan for additional parking and to otherwise promote safe and efficient access to the proposed site and circulation along Trinity Avenue:

- The proposed sites (6900 Delmar Boulevard and 6901 Washington Avenue) are served by a single surface parking lot, which provides 15 parking spaces. This parking lot has a single access driveway onto Trinity Avenue. No changes to this parking lot or access driveway are proposed.
- Additional parking is required for the proposed occupancy, and a new parking lot is proposed on the east side of Trinity Avenue adjacent to the 560 Music Building. Two access driveways should be provided for the new lot: one on Trinity Avenue opposite the access for the site's 15-space parking lot and one on Washington Avenue.
- Complete closure of this orphaned leg of Trinity Avenue at Delmar Boulevard and conversion to green space is recommended to reduce turning conflicts on this stretch of Trinity Avenue and simplify traffic flow.
- The existing Washington University shuttle stop should be relocated from the 560 Music Center drop-off driveway to Trinity Avenue to accommodate the new parking lot.
- A mid-block pedestrian crossing should be provided on Trinity Avenue to connect the proposed site with the new parking lot/shuttle stop on the east side of Trinity Avenue.

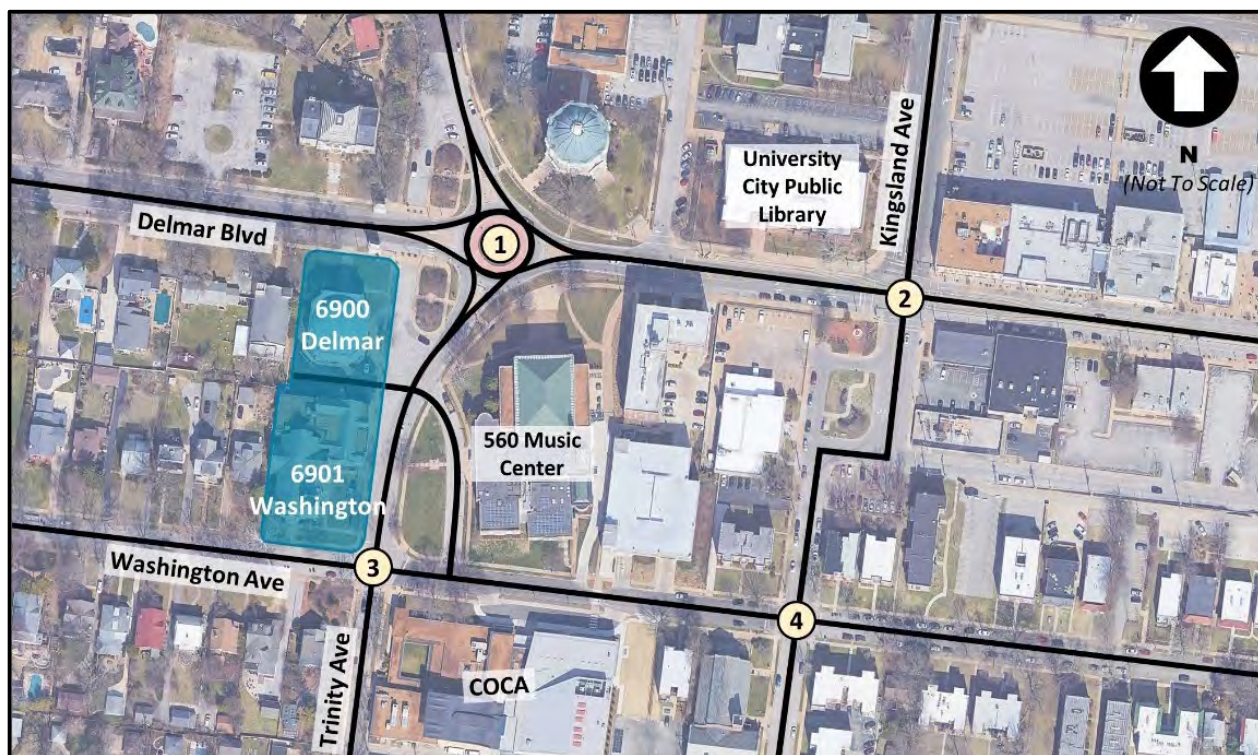
With the addition of the site-generated traffic, the study intersections would continue to operate efficiently at favorable levels of service. Overall, the proposed development is anticipated to have a negligible impact upon traffic in the study area. The existing roadway network has ample capacity to accommodate the additional trips without adversely impacting traffic operations.

The following report outlines in detail the methodology and analysis that supports the above conclusions.



## Introduction

Lochmueller Group has prepared the following traffic impact study to evaluate the proposed occupancy of two buildings in University City, Missouri by Washington University. The buildings are located on two parcels along the west side of Trinity Avenue between Delmar Boulevard and Washington Avenue. The sites are located just west of the current Washington University 560 Music Center. 6900 Delmar Boulevard is a former Greek Orthodox church that has been converted to office spaces. 6901 Washington Avenue is a former Methodist Church. It is our understanding that these buildings will accommodate faculty offices and educational spaces for a relocated Washington University academic department, and significant changes to the buildings will not be made. Classrooms will be small with capacity for approximately 20 students. **Figure 1** depicts an overview of the study area.



*Figure 1. Site Area*

The intent of this traffic impact study is to forecast the amount of traffic that would be generated by the proposed development, evaluate the impact of the additional trips on the study area road system, and determine if any roadway or traffic improvements would be needed to mitigate the development's impacts. The following scenarios were evaluated:

- Baseline Conditions (2023)
- 2023 Forecasted Conditions with the Proposed Occupancy

Given the planned educational use, this study evaluated the weekday morning peak period (6:30 AM to 9:00 AM) and the weekday afternoon peak period (2:30 PM to 6:00 PM). These periods represent peak times for faculty and student arrivals and departures. The following intersections were included:



- Delmar Boulevard and Trinity Avenue (roundabout)
- Delmar Boulevard and Kingsland Avenue (signalized)
- Trinity Avenue and Washington Avenue (unsignalized)
- Kingsland Avenue and Washington Avenue (unsignalized)

## 2023 Baseline Conditions

Before analyzing the impacts of the proposed development, it was first necessary to establish baseline traffic conditions on the adjacent streets as they exist today.

### Existing Roadway Network

**Delmar Boulevard** is a minor arterial roadway. West of the study area, Delmar Boulevard has a posted speed limit of 35 miles per hour (mph) and two lanes each direction. East of the roundabout intersection with Trinity Avenue, Delmar Boulevard narrows to one lane each direction with a speed limit of 20 mph as the Delmar Loop begins. Within the study area, Delmar Boulevard is comprised of one eastbound and one westbound lane, with a striped median and left turn lanes provided at each intersection. Delmar Boulevard intersects Trinity Avenue as a single-lane roundabout and intersects Kingsland Avenue with a traffic signal. Metered street parking is provided on the south side of Delmar Boulevard between Trinity Avenue and Kingsland Avenue, and on both the north and south sides of Delmar Boulevard east of Kingsland Avenue. The parking stalls are striped and protected by bump outs.

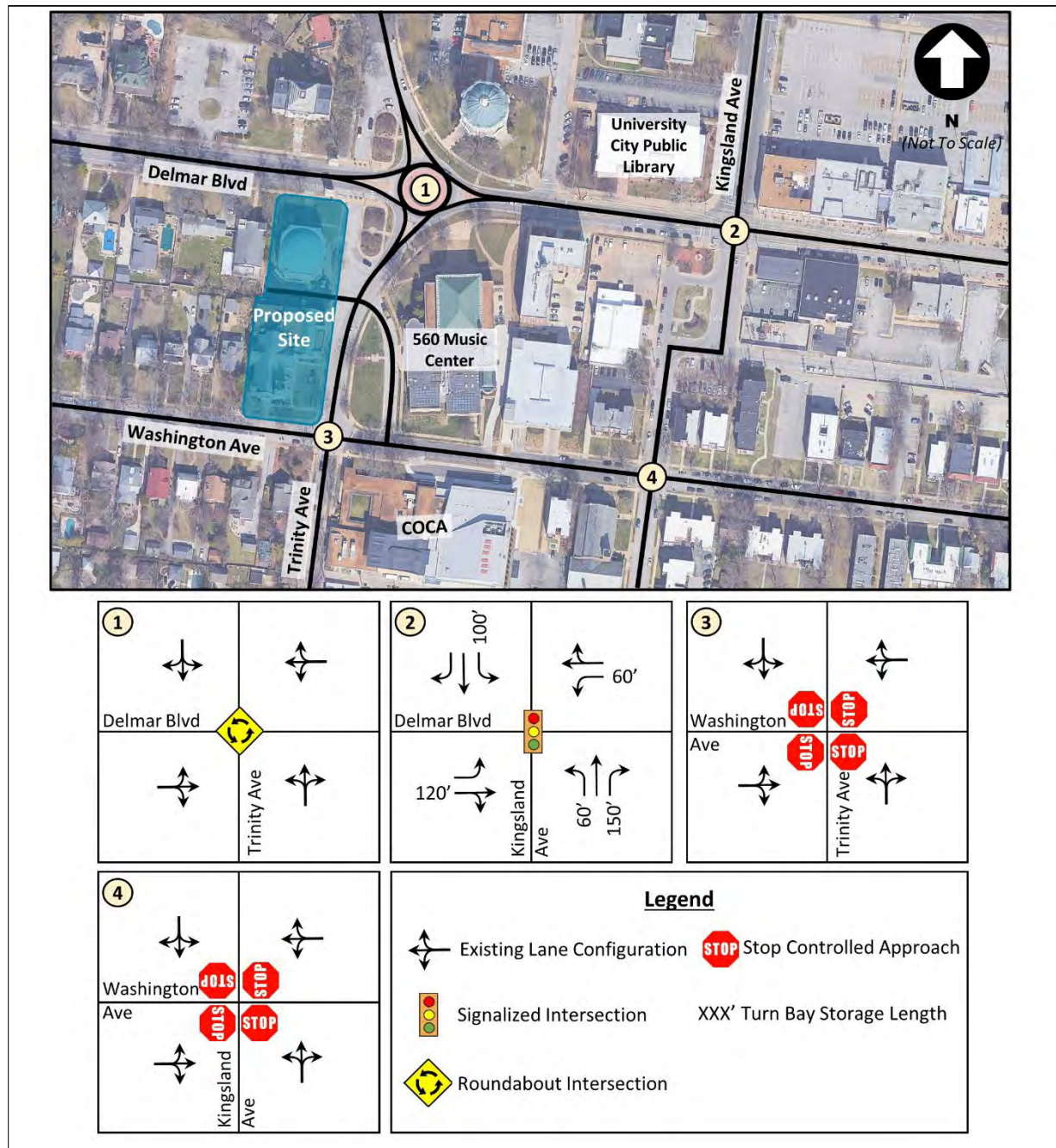
**Trinity Avenue** is classified as a local road. It connects mostly residential areas to the north and south to Delmar Boulevard and has one lane in each direction. At the intersection of Delmar Boulevard, Trinity Avenue shifts to the east to align with the roundabout. The original roadway remains for on-street parking but is blocked off at Delmar Boulevard and does not allow thru traffic. Two driveways are located on Trinity Avenue between Delmar Boulevard and Washington Avenue. One on the west side provides access to a 15-space parking lot located between 6900 Delmar Boulevard and 6901 Washington Avenue. On the east side of the street is the exit to a one-way drop off lane for the 560 Music Center. Parking is permitted on both sides of Trinity Avenue, with designated ADA parking on the west side in front of 6901 Washington Avenue. ADA parking is also provided within the drop off lane for the 560 Music Center.

**Kingsland Avenue** is classified as a major collector north of Delmar Boulevard with a speed limit of 30 mph, and a local road south of Delmar Boulevard with a speed limit of 25 mph. South of Delmar Boulevard, Kingsland Avenue intersects Loop South and jogs to the west, where it continues south to Washington Avenue and beyond. At the signalized intersection of Delmar Boulevard and Kingsland Avenue, both the northbound and southbound approaches have designated left-turn, through, and right-turn lanes. The eastbound and westbound approaches each have a left-turn lane and a shared through/right-turn lane. Parking is not permitted on Kingsland Avenue between Delmar Boulevard and Loop South. Metered parking is permitted on both sides of the street between Loop South and Washington Avenue.

**Washington Avenue** is classified as a local road. Between Trinity Avenue and Kingsland Avenue, street parking is permitted on both sides of the street. On the north side of the street is the entrance to the one-way drop off lane for the 560 Music Center. The Center of Creative Arts (COCA) is located on the south

side of Washington Avenue. COCA has a designated drop-off lane separate from Washington Avenue. A midblock pedestrian crosswalk is provided between Trinity Avenue and Kingsland Avenue that primarily connects the parking garage on the north side of the street to COCA.

The existing lane configuration and traffic control method at each intersection included in the study area are depicted in **Figure 2**.



**Figure 2. Existing Lane Configuration and Traffic Control**

### Existing Multimodal Accommodations

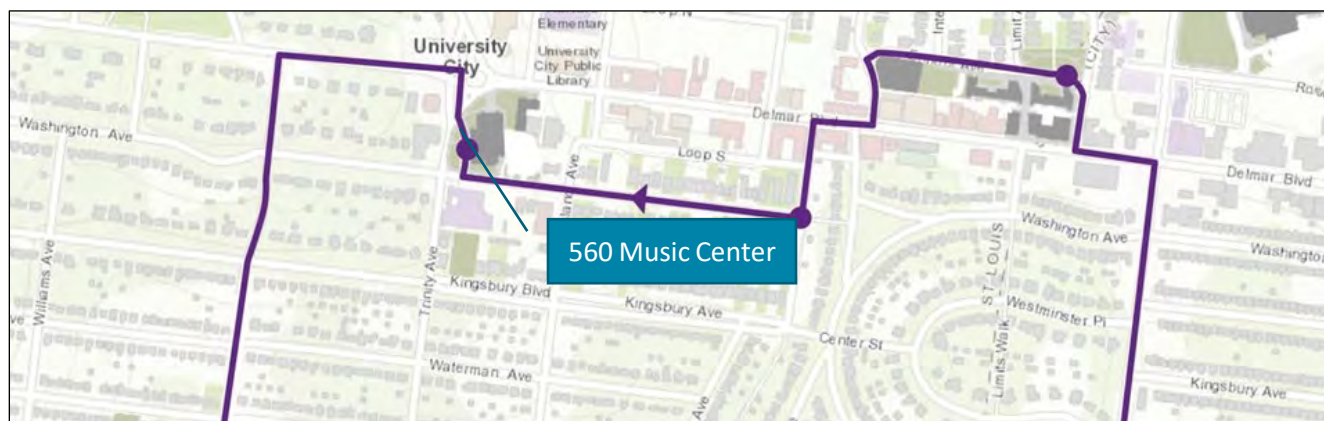
Each street within the study area has sidewalks on both sides. Curb ramps and crosswalks are present across all legs of each study intersection. Truncated dome curb ramps are also provided at each study intersection, with the exception of Trinity Avenue and Washington Avenue. The sidewalks and curb ramps appear to be in good condition. The intersection of Delmar Boulevard and Kingsland Avenue has pedestrian signal indicators for all crosswalks. Two blocks east of the development site, the Centennial Greenway runs north to south along Melville Avenue. The Greenway connects Forest Park, the Washington University Danforth Campus, the Delmar Loop, and neighborhoods to the north. Because the greenway includes a bridge over Forest Park Parkway, it is highly used by university students walking or biking to the Danforth Campus.

There are no bike lanes within the study area. Given modest traffic volumes on local streets such as Washington Avenue, bicyclists would typically be comfortable biking with traffic. These streets represent a safer alternative to major roads with heavier traffic such as Delmar Boulevard. The study area has ample connections to public transit. The #97 Delmar MetroBus route operates along Delmar Boulevard and has two stops within the study area. The #5 Green MetroBus route has two stops on Washington Avenue. Within 1-mile of the site are two MetroLink Blue Line stations: University City – Big Bend and Skinker.

**Table 1. MetroBus Stops Within Study Area**

<b>#97 Delmar</b>	
Delmar @ Sgt Mike King EB	Stop ID 2092
Delmar @ Kingsland WB	Stop ID 2037
<b>#5 Green</b>	
Washington @ Trinity EB	Stop ID 15656
Washington @ Kingsland EB	Stop ID 15644

Washington University provides a shuttle service for students and staff. A stop is provided in the drop-off lane for the 560 Music Center. Service is provided every 10 minutes from 7:00 AM to 11:00 PM on weekdays during the academic year (**Figure 3**).



**Figure 3. Washington University Shuttle Route**



### 2023 Baseline Traffic Conditions

To quantify baseline traffic conditions, traffic counts were obtained in February 2023 at the four study intersections. The counts were collected from 6:30 – 9:00 AM and 2:30 – 6:00 PM on a weekday while both Washington University and COCA were in full session. Field observations performed over multiple weekdays confirmed consistency of travel patterns with the field data collected. From the data, the peak hours of traffic occurred from 8:00 AM to 9:00 AM in the morning and from 5:00 PM to 6:00 PM in the afternoon. The resulting 2023 baseline traffic volumes are summarized in **Figure 4**.

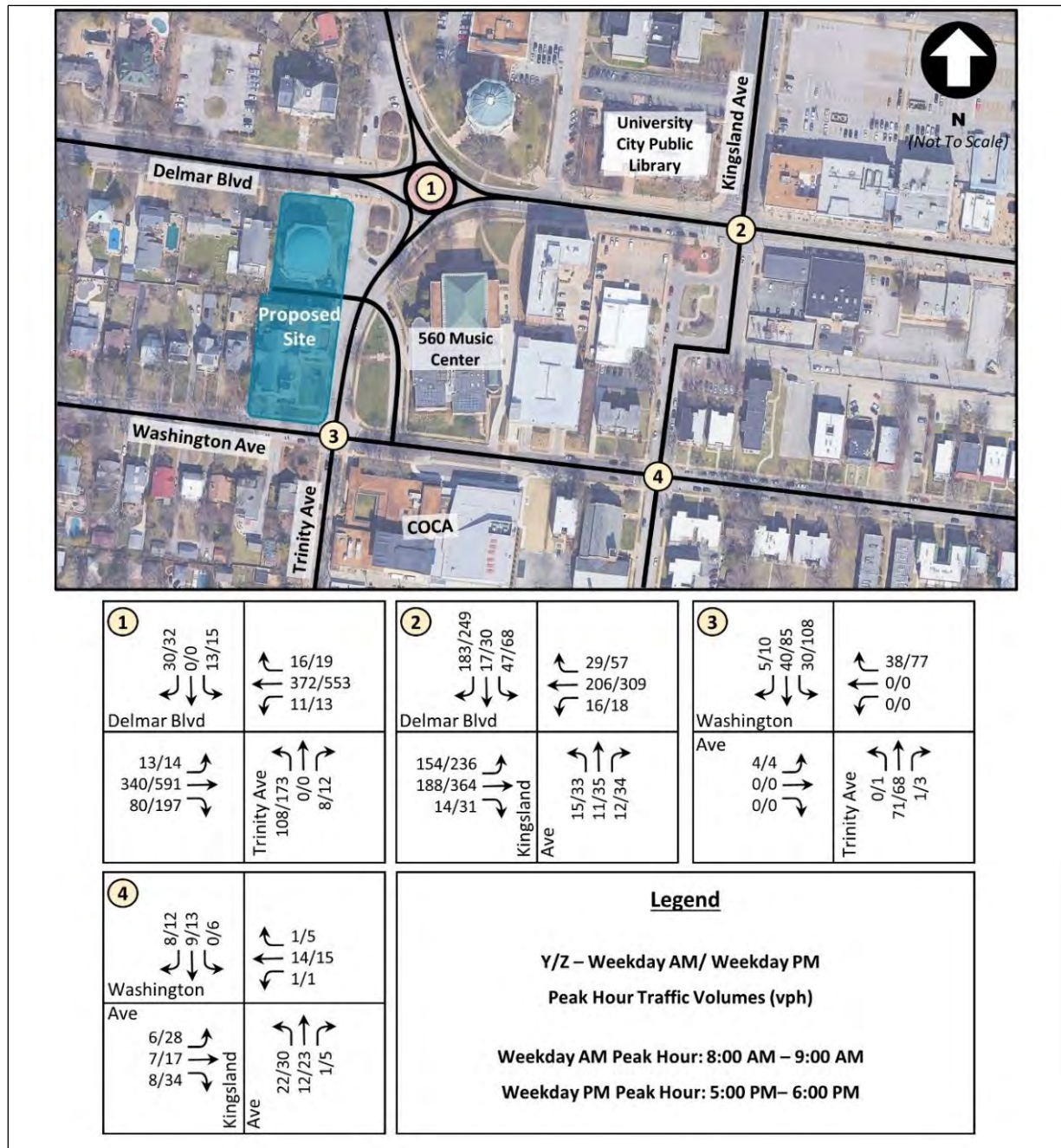


Figure 4. 2023 Baseline Traffic Volumes

As shown, traffic volumes along Delmar Boulevard are relatively balanced eastbound versus westbound during both peak hours. The overall magnitude of traffic on Delmar Boulevard is slightly higher in the afternoon peak hour compared to the morning peak hour. Traffic on Kingsland Avenue and Trinity Avenue is heavier northbound in the morning peak hour and southbound in the afternoon peak hour, in accordance with traffic departing the neighborhood in the morning and returning to the neighborhood in the afternoon. It should be noted that at the time of traffic counts, the proposed site was occupied by the University City Public Library as its temporary location while the original building is being renovated. To be conservative, no reductions to the traffic counts were made to account for trips to the library location that will not be present when the proposed university occupancy is in place.

### 2023 Baseline Operating Conditions

Intersection performance or traffic operations are quantified by six Levels of Service (LOS), which range from LOS A ("Free Flow") to LOS F ("Fully Saturated"). LOS C is normally used for design purposes and represents a roadway with volumes ranging from 70% to 80% of its capacity. LOS D is generally considered acceptable for peak period conditions in urban and suburban areas and would be an appropriate benchmark of acceptable traffic for the study area road system.

Levels of service for intersections are determined based on the average delay experienced by motorists. Signalized intersections reflect higher delay tolerances as compared to unsignalized and roundabout locations because motorists are accustomed to and accepting of longer delays at signals. For signalized and all-way stop intersections, the average control delay per vehicle is estimated for each movement and then aggregated for each approach and the intersection as a whole. For intersections with partial (side-street) stop control, the delay is calculated for the minor movements only (side-street approaches and major road left-turns) since through traffic on the major road is not required to stop.

The thresholds for each level of service vary based upon the type of control to reflect different driver expectations. Signalized intersections are designed to carry higher traffic volumes, and therefore motorists accept heavier delays as compared to unsignalized intersections. **Table 2** summarizes the criterion for both signalized and unsignalized intersections, as defined by the HCM.

**Table 2. Intersection Level of Service Thresholds**

Level of Service	Control Delay per Vehicle (sec/veh)	
	Signalized	Unsignalized
<b>A</b>	≤ 10	0-10
<b>B</b>	> 10-20	> 10-15
<b>C</b>	> 20-35	> 15-25
<b>D</b>	> 35-55	> 25-35
<b>E</b>	> 55-80	> 35-50
<b>F</b>	> 80	> 50

Operating conditions at the study intersections were evaluated using Synchro 11, which is a traffic flow model based on the Highway Capacity Manual (HCM) 6<sup>th</sup> Edition, last updated in 2016 by the Transportation Research Board. The Level of Service (LOS) and delay for unsignalized intersections are

reported based upon the HCM 6<sup>th</sup> Edition methodology rather than the Synchro methodology. The baseline operating conditions at the study intersections are summarized in **Table 3**.

As shown, operating conditions within the study area are generally favorable. The roundabout intersection of Delmar Boulevard and Trinity Avenue operates with low delays during both morning and afternoon peak hour, and its longest 95<sup>th</sup> percentile queue is 125 feet (ft), which equates to approximately five vehicles. The intersection has relatively balanced operations for each approach, especially considering that the eastbound and westbound approaches have significantly higher volumes than the northbound and southbound approaches, as shown in **Figure 5**. The unsignalized intersections at Washington Avenue and Trinity Avenue and at Washington Avenue and Kingsland Avenue also operate favorably, with all approaches operating at LOS A and queues typically one vehicle length or less.

**Table 3. 2023 Baseline Traffic Operating Conditions**

Intersection & Movements	LOS (Delay, sec) [95 <sup>th</sup> % Queues, ft] <Volume-to-Capacity>	
	AM Peak Hour	PM Peak Hour
<b>1. Delmar Blvd &amp; Trinity Ave (roundabout)</b>		
<b>Overall Intersection</b>	<b>A (6.5)</b>	<b>B (11.0)</b>
Eastbound Approach	A (6.5) [50] <0.40>	B (11.1) [125] <0.66>
Westbound Approach	A (6.7) [50] <0.37>	B (11.5) [100] <0.61>
Northbound Approach	A (5.8) [25] <0.16>	B (10.1) [50] <0.36>
Southbound Approach	A (5.5) [<25] <0.08>	A (7.9) [<25] <0.13>
<b>2. Delmar Blvd &amp; Kingsland Ave (signalized)</b>		
<b>Overall Intersection</b>	<b>B (14.3)</b>	<b>B (12.9)</b>
Eastbound Approach	B (14.5) [115] <0.37>	A (6.6) [166] <0.40>
Westbound Approach	C (20.0) [101] <0.40>	B (14.8) [248] <0.37>
Northbound Approach	B (14.4) [<25] <0.05>	C (24.2) [45] <0.24>
Southbound Approach	A (8.7) [47] <0.29>	B (18.4) [78] <0.59>
<b>3. Trinity Ave &amp; Washington Ave (unsignalized, all-way STOP)</b>		
<b>Overall Intersection</b>	<b>A (7.5)</b>	<b>A (8.5)</b>
Eastbound Approach	A (7.6) [<25] <0.01>	A (8.0) [<25] <0.01>
Westbound Approach	A (6.9) [<25] <0.05>	A (7.5) [<25] <0.10>
Northbound Approach	A (7.6) [<25] <0.11>	A (7.9) [<25] <0.10>
Southbound Approach	A (7.6) [<25] <0.10>	A (9.0) [30] <0.29>
<b>4. Kingsland Ave &amp; Washington Ave (unsignalized, all-way STOP)</b>		
<b>Overall Intersection</b>	<b>A (7.2)</b>	<b>A (7.6)</b>
Eastbound Approach	A (7.0) [<25] <0.03>	A (7.6) [<25] <0.12>
Westbound Approach	A (7.2) [<25] <0.03>	A (7.3) [<25] <0.03>
Northbound Approach	A (7.4) [<25] <0.06>	A (7.8) [<25] <0.10>
Southbound Approach	A (6.9) [<25] <0.02>	A (7.3) [<25] <0.04>

Delay presented in seconds per vehicle

The signalized intersection of Delmar Boulevard and Kingsland Avenue operates at LOS B overall during both peak hours. Northbound and southbound 95<sup>th</sup> percentile queues are minimal and do not extend outside the designated turn lanes provided. Eastbound and westbound, as the primary directions of traffic

flow, have longer queues, with the worst occurring in the afternoon peak hour. Neither approach has queues extending to adjacent intersections or driveways, so the queues do not impact the operations of the larger corridor.

All study intersections and approaches show volume to capacity, or v/c, ratios far below the recommended maximum of 0.85. This indicates that the study area not only operates effectively with existing traffic but also has available capacity for growth. The existing conditions analysis results were validated by multiple days of field observations.

## Proposed Development

### Trip Generation

In determining the proposed development's traffic impacts, it was necessary to forecast the site's trip generation, as any impacts to the study area road system would be driven by the net increase in traffic.

Trip generation is commonly forecasted using the Trip Generation Manual published by the Institute of Transportation Engineers. However, the ITE data for LUC 550 (University/College) only provides for seven studies for the morning peak hour and nine studies for the afternoon peak hour. Local data is recommended when fewer than 20 studies are provided by ITE. Washington University provided data on the number of students and faculty expected to use the 6900 Delmar Boulevard and 6901 Washington Avenue buildings. Given the availability of this information, it was determined that using local data would provide for a more accurate and site-specific trip generation.

Washington University anticipates 15 full-time equivalent (FTE) employees, including department faculty and staff. The FTE employees are expected to arrive during the morning peak hour and leave during the afternoon peak hour on weekdays. The relocated academic department is expected to have capacity for 99 students. Of these 99 students, 29 are expected to be pursuing a major or minor in the department and are assumed to be using the buildings for extended periods of time throughout the day. The remaining 70 students will be enrolled in a single elective class and will be on site infrequently. While the building has capacity for 99 students, it should be emphasized that all 99 students would not be in the building at the same time, as class times would be staggered throughout the day. **Table 4** details the occupants of the proposed development.

**Table 4. Anticipated Daily Site Occupants**

Major/Minor Students	29
Elective Students	70
<b>Total Students</b>	<b>99</b>
Full-Time Employees (FTE)	15
<b>Total Student and FTE Population</b>	<b>114</b>

University students are less likely to have a car and more likely to use other modes of transportation. Washington University policy does not allow first year undergraduate students to have a car on campus, and the university estimates that of the remaining students, only 50 percent have a car. In total, this

amounts to approximately one-third of the student population having a car. The university also provides a shuttle service for staff and students, which connects the Danforth Campus to surrounding areas, including the Delmar Loop and the proposed site. The majority of students are expected to utilize the shuttle or public transit for transportation to/from the proposed site. A shuttle stop is already in place at the 560 Music Center, located across the street, with shuttle service provided every 10 minutes, and public transit is nearby. The development site is also located two blocks west of the Centennial Greenway, which provides a pedestrian/bicycle connection to the Danforth Campus.

Given the prevalence of alternate modes of transportation, it was assumed that of the 99 students, 70 percent would use the university shuttle service or public transit, 10 percent would walk or bike, and the remaining 20 percent would drive. All faculty members were assumed to drive. **Table 5** details the transportation mode types assumed for students and faculty accessing the proposed development.

**Table 5. Transportation Mode Split for Students & Faculty**

Mode of Transportation	Percentage
Percent of Students Assumed to use Shuttle/Public Transit	70%
Percent of Students Assumed to Walk/Bike	10%
Percent of Students Assumed to Drive	20%
Percent of Faculty Assumed to Drive	100%

Based on the preceding information provided by Washington University, the number of staff and students expected to arrive and depart during each peak hour was forecasted and summarized in **Table 6**. As mentioned previously, employees were assumed to arrive during the morning peak hour and leave during the afternoon peak hour. Students' arrival and departure will be more dependent on class times, which are undefined and can vary in start times and durations throughout the day. In fact, academic classes and schedules frequently do not align with traditional commuter peak periods. That said, the 29 students pursuing a major or minor in the program were assumed to stay on site for most of the day, and were assumed to arrive in the morning peak hour and depart in the afternoon peak hour, to be conservative.

The remaining students are expected to take only one class on site per day. Given the 20-student classroom capacity, it was assumed that students arriving and departing for specific classes would occur in multiples of 20. A maximum of three courses were assumed to occur at once, resulting in a worst-case scenario of 60 students on site at any one time. This worst-case scenario overstates the number of students expected on site at one time and would not be expected on a daily basis. However, for purposes of this study, the traffic impact analysis was performed based on a peak occupancy of 60 students.

To be conservative, the 60 students total were assumed to arrive during the morning peak hour. However, only 31 students were assumed to depart during the same peak hour, as the 29 students majoring or minoring in the program were assumed to remain on site. In the afternoon peak hour, the opposite was assumed with 31 elective students arriving for courses and 60 total students departing. The total student arrivals and departures were then factored by the proportion of students assumed to drive to the site using the percentages summarized in **Table 5**.



The university shuttle service runs every 10 minutes, with a total of 6 shuttles serving the study area per hour. Despite the shuttle being active when existing counts were taken, the shuttles were added to the forecasted trip generation. A miscellaneous 10 vehicular trips were added to each peak hour to account for potential visitors, service vehicles, etc. **Table 6** summarizes the forecasted trip generation for the proposed development. As shown, the site is expected to generate approximately 56 total trips during each peak hour. It should be reiterated that this represents a conservative, worst-case scenario with respect to the site's peak hour traffic generation.

**Table 6. Proposed Development Vehicular Trip Generation Forecast**

	AM Peak Hour			PM Peak Hour		
	IN	OUT	TOTAL	IN	OUT	TOTAL
<b>Employees</b>	15	-	15	-	15	15
<b>Students</b>	12	7	19	7	12	19
<b>Shuttles</b>	6	6	12	6	6	12
<b>Misc.</b>	5	5	10	5	5	10
<b>Total</b>	<b>38</b>	<b>18</b>	<b>56</b>	<b>18</b>	<b>38</b>	<b>56</b>

### Directional Distribution

The vehicular trips generated by the proposed development were assigned to the study area roads in accordance with a directional distribution that reflects prevailing traffic patterns and the anticipated residence locations for students and commuter routes for faculty driving to the site. Note that there is no ability to access Big Bend Boulevard or Forest Park Parkway via the neighborhood to the south of the site. Therefore, the entirety of the site's traffic generation would enter from the north and exit to the north. Hence, no site-generated trips were assigned to the south on Trinity Avenue or to Washington Avenue. The directional distribution percentages for the site-generated trips are presented in **Table 7** and illustrated in **Figure 5**. Consequently, the site-generated traffic was assigned to the adjoining road system based upon the preceding trip generation forecast and direction distribution percentages, as shown in **Figure 6**.

**Table 7. Directional Distribution Percentages**

	Percentage
Delmar Boulevard to/from West	<b>40%</b>
Delmar Boulevard to/from East	<b>50%</b>
Kingsland Avenue to/from North	<b>10%</b>

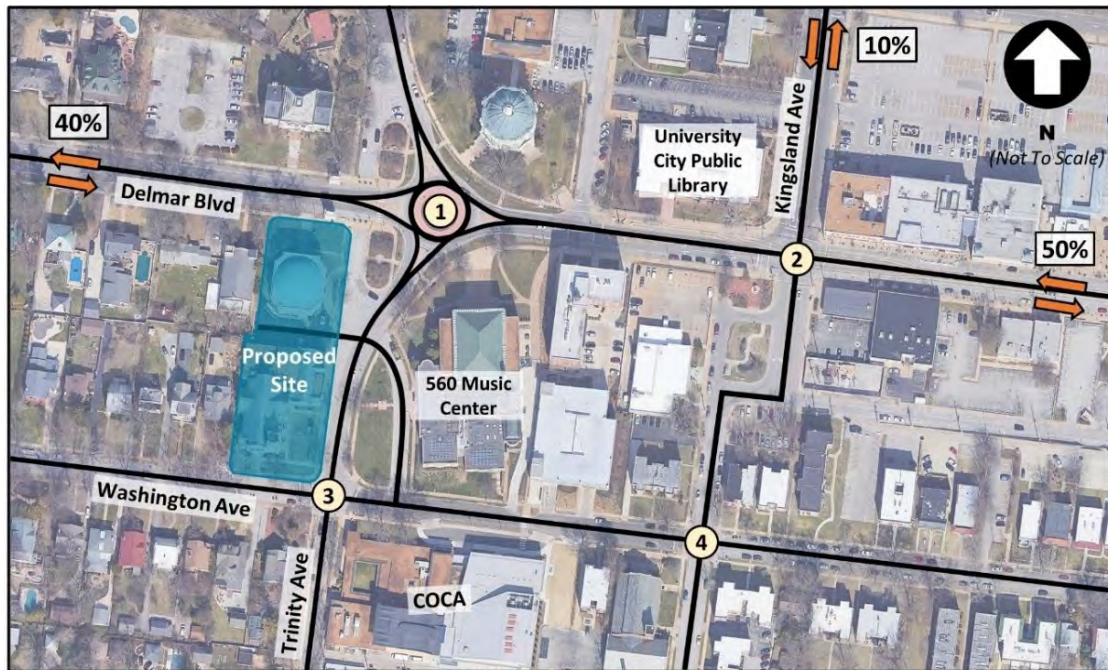


Figure 5. Directional Distribution for Site-Generated Trips

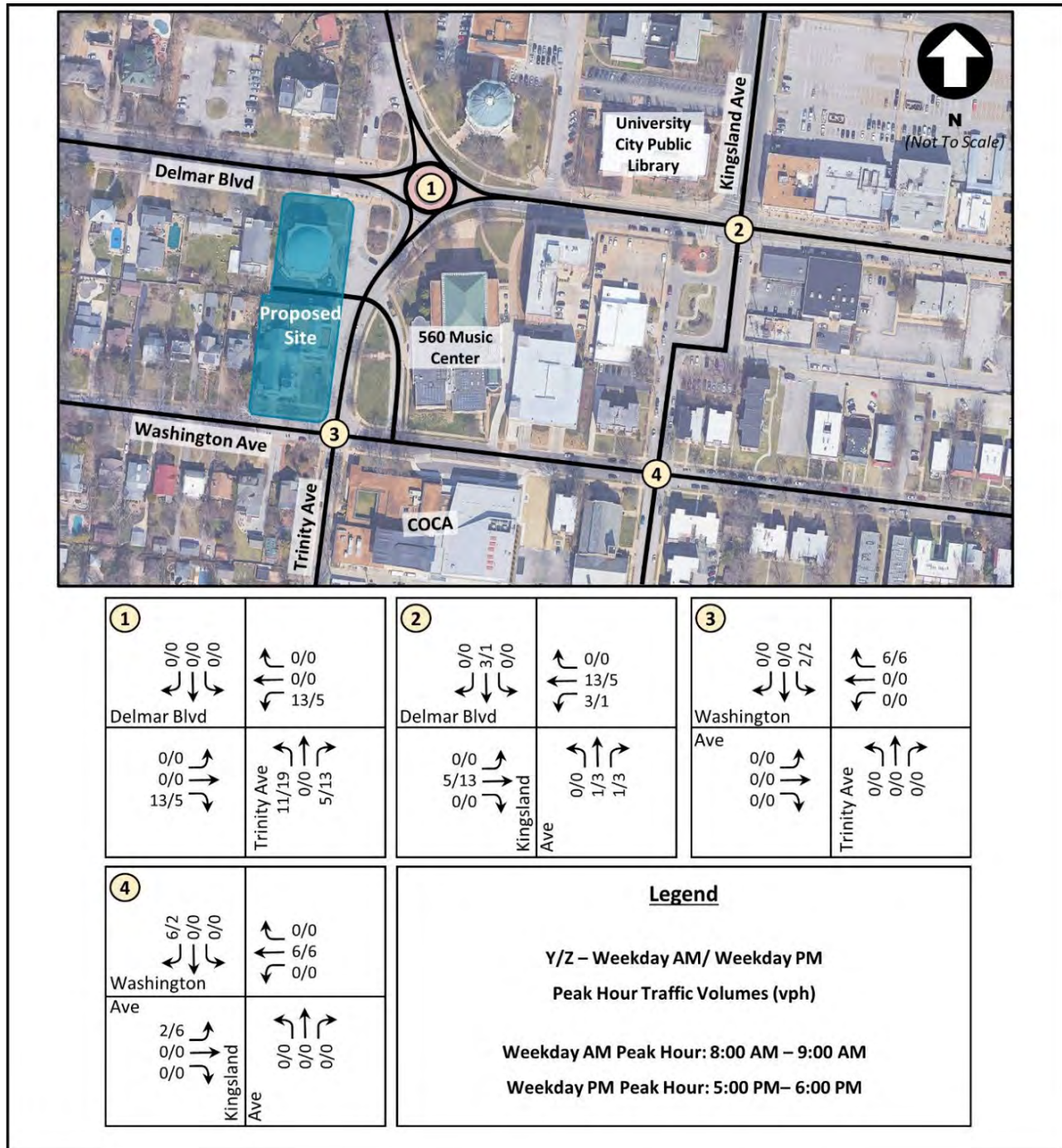


Figure 6. Proposed Development Site-Generated Trips

## Site Access and Internal Circulation Recommendations

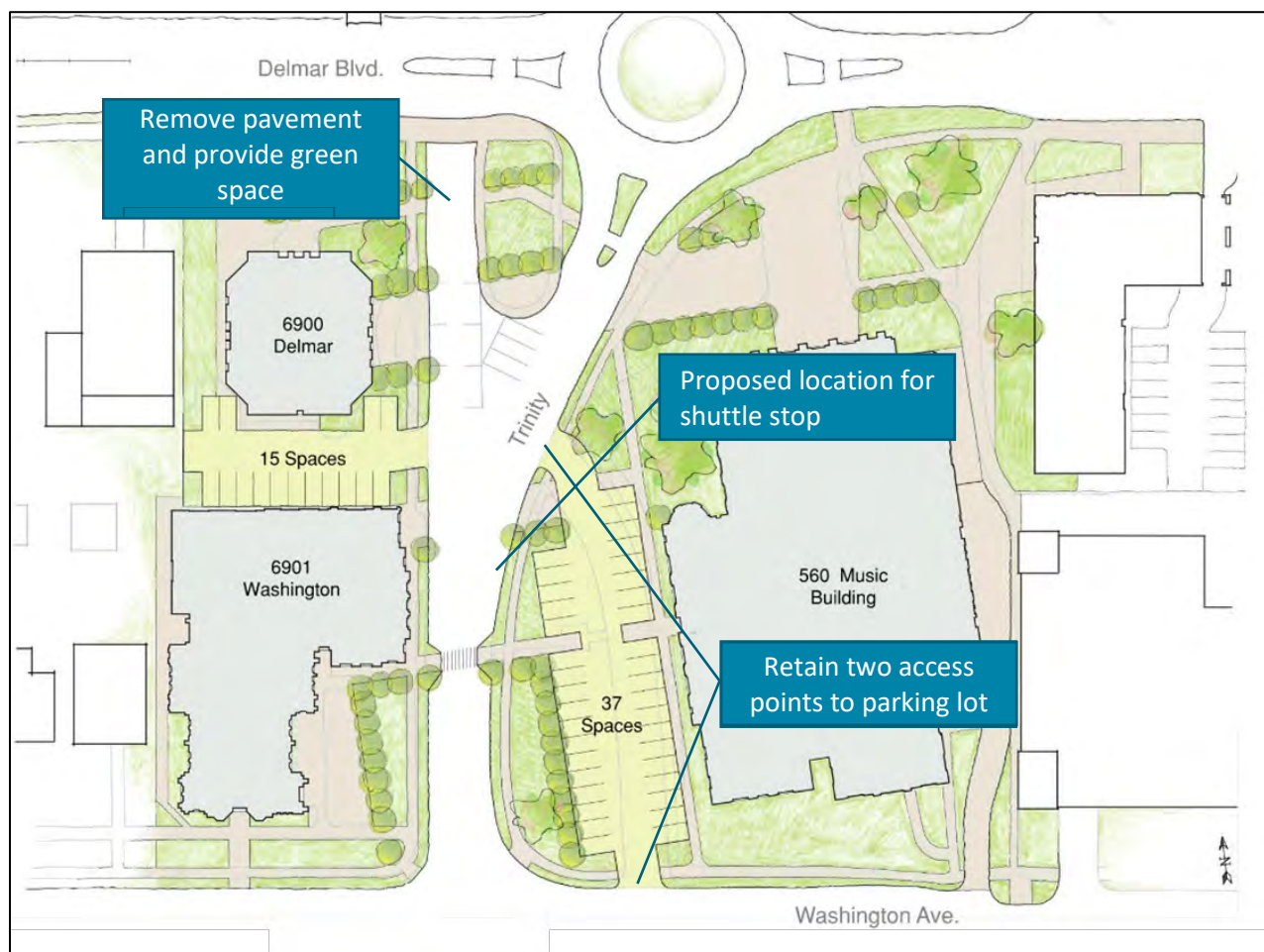
The proposed sites (6900 Delmar Boulevard and 6901 Washington Avenue) are served by a single surface parking lot, which provides 15 parking spaces. This parking lot has a single access driveway onto Trinity Avenue. No changes to this parking lot or access driveway are proposed. However, additional parking is required for the proposed occupancy, and a new parking lot is proposed on the east side of Trinity Avenue adjacent to the 560 Music Building. Various concepts for this additional parking are currently under consideration. The following recommendations are offered to assist in the refinement of the site plan for additional parking and to otherwise promote safe and efficient access to the proposed site and circulation along Trinity Avenue:

- Provide two access points to the new parking lot on east side of Trinity Avenue to facilitate circulation within the lot. One access driveway should be on Trinity Avenue and one on Washington Avenue. The Trinity Avenue access driveway should align opposite the access driveway for the site's 15-space parking lot. In addition, two-way traffic should be accommodated within the new parking lot's main aisle.
- Consider removing the former Trinity Avenue approach to Delmar Boulevard. This section of the street remains for on-street parking, but with it being closed at Delmar Boulevard, only one way in and out is provided. This requires a multi-point U-turn maneuver for those that enter and don't find parking. Furthermore, the opening at Trinity Avenue is large and directly adjacent to access driveways for the site's 15-space parking lot and the driveway for the 560 Music Building. Complete closure of this orphaned leg and conversion to green space is recommended to reduce turning conflicts on this stretch of Trinity Avenue and simplify traffic flow. However, the closure would result in fewer on-street parking spaces that may need to be offset with additional spaces in the new lot. The removal of pavement would also eliminate symmetry on the north and south sides of Delmar Boulevard. Given the historic character of the area, these changes may require additional regulatory approvals.
- Relocate the existing Washington University shuttle stop to Trinity Avenue. The conversion of the existing drop-off driveway for the 560 Music Center to a parking lot would displace the curb space for the shuttle stop. To accommodate the shuttle stop on Trinity Avenue, street parking would need to be restricted to provide curb space for the shuttle to pull to the side of the street. Raised bump-outs could also be considered to protect the shuttle stop and define the space. To avoid impacts to the existing shuttle route, shuttles could continue to travel northbound on Trinity Avenue, which would result in a shuttle stop along the east side of Trinity Avenue between Washington Avenue and the parking lot access driveways. The shuttle is expected to make a stop every ten minutes. Given the short period of time the shuttle would be stopped and that a dedicated space is recommended for the shuttle stop, the shuttle would not degrade traffic conditions along Trinity Avenue.
- Add a mid-block pedestrian crossing on Trinity Avenue. Existing crosswalks are located at the Delmar Avenue roundabout and at the Washington Avenue intersection. Given the new parking planned for the opposite side of Trinity Avenue, coupled with the potential for a northbound shuttle stop also on the east side of Trinity Avenue, a mid-block marked crosswalk is recommended to accommodate pedestrians crossing between the proposed site and the parking lot/shuttle stop. This crosswalk



should incorporate curb bump-outs to narrow the effective crossing distance and enhance safety. The crosswalk should be located south of the shuttle stop.

These recommendations are noted in **Figure 7**.



**Figure 7. Recommended Improvements**

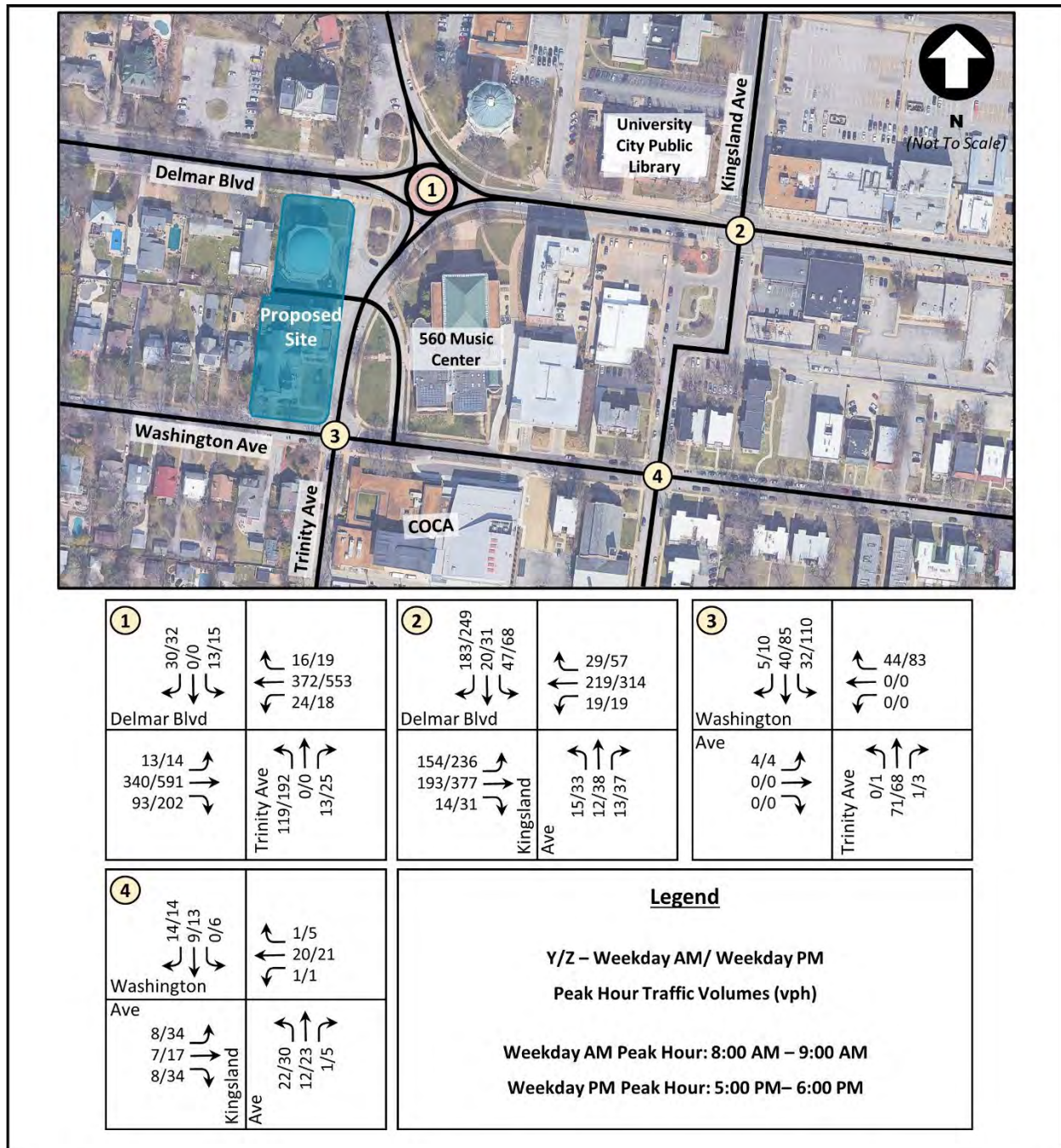
## 2023 Forecasted Conditions

### Forecasted Traffic Volumes

The 2023 forecasted operating conditions with the proposed occupancy were evaluated to determine the impact of the proposed development compared to baseline conditions. The site-generated trips illustrated in **Figure 6** were added to the 2023 baseline traffic reflected in **Figure 4** to produce 2023 forecasted traffic volumes with the proposed development as shown in **Figure 8**.

### Forecasted Operating Conditions

The results of the forecasted capacity analysis are summarized in **Table 8**. Forecasted operating conditions were evaluated using the same methodology applied to the baseline conditions. As shown, forecasted operating conditions would be nominally different than baseline.



**Figure 8. 2023 Forecasted Traffic Volumes (with the Proposed Development)**

The roundabout intersection of Delmar Boulevard and Trinity Avenue is expected to continue to operate with minimal delays during both peak hours. The longest anticipated 95<sup>th</sup> percentile queue approaching the roundabout would be 125 ft, which equates to approximately five vehicles. This intersection had the largest increase in traffic delay out of the study intersections. However, the maximum delay increase would be only 1.2 seconds, which would be imperceptible to motorists. The signalized intersection of Delmar Boulevard and Kingsland Avenue is expected to operate at LOS B overall during both peak hours.

Northbound and southbound 95<sup>th</sup> percentile queues would remain minimal and would not extend outside the designated turn lanes provided.

The unsignalized intersections at Washington Avenue and Trinity Avenue and at Washington Avenue and Kingsland Avenue would continue to operate favorably, with all approaches operating at LOS A and queues at one vehicle length or less during both peak hours. The proposed development would not create a tangible impact at either of these intersections on Washington Avenue.

Overall, the proposed development is anticipated to have a negligible impact upon traffic in the study area. The existing roadway network has ample capacity to accommodate the additional trips without adversely impacting traffic operations.

**Table 8. 2023 Forecasted Traffic Operating Conditions**

Intersection & Movements	LOS (Delay, sec) [95 <sup>th</sup> % Queues, ft] <Volume-to-Capacity>	
	AM Peak Hour	PM Peak Hour
<b>1. Delmar Blvd &amp; Trinity Ave (roundabout)</b>		
<b>Overall Intersection</b>	<b>A (6.8)</b>	<b>B (11.6)</b>
Eastbound Approach	A (6.8) [50] <0.42>	B (11.4) [125] <0.66>
Westbound Approach	A (7.0) [50] <0.39>	B (12.3) [125] <0.63>
Northbound Approach	A (6.1) [25] <0.18>	B (11.3) [50] <0.42>
Southbound Approach	A (5.7) [<25] <0.09>	A (8.2) [<25] <0.13>
<b>2. Delmar Blvd &amp; Kingsland Ave (signalized)</b>		
<b>Overall Intersection</b>	<b>B (14.7)</b>	<b>B (13.0)</b>
Eastbound Approach	B (14.7) [118] <0.38>	A (6.7) [175] <0.40>
Westbound Approach	C (20.7) [111] <0.42>	B (14.9) [252] <0.38>
Northbound Approach	B (14.2) [<25] <0.05>	C (24.0) [47] <0.24>
Southbound Approach	A (9.0) [47] <0.29>	B (18.4) [78] <0.59>
<b>3. Trinity Ave &amp; Washington Ave (unsignalized, all-way STOP)</b>		
<b>Overall Intersection</b>	<b>A (7.5)</b>	<b>A (8.5)</b>
Eastbound Approach	A (7.6) [<25] <0.01>	A (8.0) [<25] <0.01>
Westbound Approach	A (6.9) [<25] <0.05>	A (7.6) [<25] <0.10>
Northbound Approach	A (7.6) [<25] <0.11>	A (7.9) [<25] <0.10>
Southbound Approach	A (7.7) [<25] <0.11>	A (9.1) [30] <0.30>
<b>4. Kingsland Ave &amp; Washington Ave (unsignalized, all-way STOP)</b>		
<b>Overall Intersection</b>	<b>A (7.2)</b>	<b>A (7.6)</b>
Eastbound Approach	A (7.1) [<25] <0.03>	A (7.7) [<25] <0.13>
Westbound Approach	A (7.3) [<25] <0.05>	A (7.4) [<25] <0.04>
Northbound Approach	A (7.5) [<25] <0.06>	A (7.8) [<25] <0.10>
Southbound Approach	A (6.9) [<25] <0.03>	A (7.3) [<25] <0.05>

Delay reported in seconds per vehicle



## Conclusions

Based on the preceding analysis, the following may be concluded regarding the proposed occupation of two buildings by a Washington University academic department in University City, Missouri:

- Existing traffic operating conditions within the study area are favorable with each study intersection operating at LOS B or better during the peak hours. This indicates that the study area not only operates effectively with existing traffic but also has available capacity for growth.
- Washington University proposes to occupy two existing buildings located at 6900 Delmar Boulevard and 6901 Washington Avenue. These buildings will be converted from their existing uses to provide office and educational spaces for a relocated academic department.
- The site will accommodate 15 full time equivalent staff and faculty members as well as a total of 99 students throughout the day. The site is expected to generate approximately 56 total trips during each of the morning and afternoon peak hours on a weekday.
- Given the prevalence of alternate modes of transportation, it was assumed that only 20 percent of students would drive with the remainder taking the shuttle, public transit, biking or walking. With no ability to access Big Bend Boulevard or Forest Park Parkway via the neighborhood to the south of the site, the entirety of the site's traffic generation would enter from the north and exit to the north via Delmar Boulevard or Kingsland Avenue.
- The proposed sites (6900 Delmar Boulevard and 6901 Washington Avenue) are served by a single surface parking lot, which provides 15 parking spaces. This parking lot has a single access driveway onto Trinity Avenue. No changes to this parking lot or access driveway are proposed.
- Additional parking is required for the proposed occupancy, and a new parking lot is proposed on the east side of Trinity Avenue adjacent to the 560 Music Building. Two access driveways should be provided for the new lot: one on Trinity Avenue opposite the access for the site's 15-space parking lot and one on Washington Avenue.
- Complete closure of this orphaned leg of Trinity Avenue at Delmar Boulevard and conversion to green space is recommended to reduce turning conflicts on this stretch of Trinity Avenue and simplify traffic flow.
- The existing Washington University shuttle stop should be relocated from the 560 Music Center drop-off driveway to Trinity Avenue to accommodate the new parking lot.
- A mid-block pedestrian crossing should be provided on Trinity Avenue to connect the proposed site with the new parking lot/shuttle stop on the east side of Trinity Avenue.
- With the addition of the site-generated traffic, the study intersections would continue to operate efficiently at favorable levels of service.

Overall, the proposed development is anticipated to have a negligible impact upon traffic in the study area. The existing roadway network has ample capacity to accommodate the additional trips without adversely impacting traffic operations. We trust the preceding traffic impact study any concerns regarding the proposed Washington University development. Should there be any questions or comments concerning this report, please do not hesitate to contact our office at (314) 621-3395 at your convenience.

December 12, 2022

John Wagner  
Director of Planning & Development  
University City, MO

Re: Public Hearing Comments regarding prospective purchase and redevelopment of properties at 6900 Delmar Boulevard and 6901 Washington Avenue by Washington University

Mr. Wagner,

We have lived on the 6900 block of Washington Avenue for over 15 years. We have been concerned with the length of time the beautiful buildings at 6900 Delmar Boulevard and 6901 Washington Avenue have been vacant. We were thrilled when we learned that Washington University is the prospective buyer of these properties with specific plans to renovate the buildings and the surrounding grounds.

We strongly feel that this purchase and redevelopment by Washington University is in the best interest of our neighborhood. Washington University has proved to be a very good neighbor in the music building on Trinity and in the redevelopment of apartment buildings all throughout the neighborhood. We also benefit from the additional security that Washington University provides for their students.

We understand neighbors' concerns about traffic and parked cars and we appreciate any efforts to keep traffic and parking off the 6900 block of Washington Avenue.

Thank you.  
Lori and J.Y. Miller  
6941 Washington Avenue



April 3, 2023

Re: Request for Approval of Sale of 6901 Washington

Dr. John Wagner  
Planning Director City of University City  
City Hall  
6801 Delmar Blvd,  
University City, MO 63130

Dear Dr. Wagner:

This letter is written on behalf of Grace United Methodist Church, St. Louis ("Grace Church"). Grace Church is the current owner of the building after its merger with University United Methodist Church ("University Methodist"). One of the driving forces behind the merger was the financial challenges University Methodist faced in adequately maintaining its 100+ year old building on Washington. University Methodist wanted to use the resources it had to help to improve the lives of others – not utilize all of its resources on building maintenance. Although the combined congregation has more financial resources, it will be difficult, if not impossible, for Grace Church to maintain the building at 6901 Washington for the long term without having its other activities seriously impacted. Although our members who were originally part of the University Methodist congregation have a strong attachment to the building and want it maintained and preserved for the future, we are seriously concerned that if the sale does not go through we will be unable to maintain and preserve it adequately. Consequently, it is extremely important that University City approve the sale to Washington University.

There is little question that Washington University is the most qualified (and perhaps only realistic) buyer for this property. They have the expertise and resources to properly renovate and maintain this historic structure. Further, the parking and traffic needs resulting from their use will likely be far less than those that would result from a new church or other entity occupying the building. Their use will also likely result in fewer traffic and parking issues for the community than those the community experienced when University Methodist had an active preschool, a food pantry and evening meetings and activities – in addition to its Sunday morning and daily activities.

As the City may know, Grace Church has leased the building to the University City Public Library so that they could store their books and house their administrative offices during their construction. We have done so at a below market rate, and their rent does not actually



cover our costs of maintaining the building. When they vacate the building, the building will become a more serious financial hardship for Grace Church. The church does not want to use its resources to maintain a vacant building at the expense of other missions. As I am sure many of you are aware, Grace Church has a large number of members and regular attendees from University City and the building the combined congregation utilizes is located at Skinker & Waterman - half a block away from the University City limits. The church actively supports its neighbors and community by, for example, providing monetary support and volunteers to the University City Public Schools, SHED, HPES and Welcome Neighbor STL. Certainly, the church's resources are better used to support these efforts than to maintain an empty building, and this community organization support is much more beneficial to the University City community.

We have been in discussions with Washington University for over two (2) years regarding their purchase and future care of the building. Washington University has been in communication with University City for over fourteen (14) months.

On behalf of the church and its members, we would urge University City to approve the conditional use permit and text amendment to allow Washington University to buy the building. We are certain that the City does not want a vacant, deteriorating building at 6901 Washington. Washington University and the church have worked hard to obtain and address the neighborhood's concerns and any possible adverse impact on the community. In the meetings, residents have not been opposed to Washington University as the purchaser, nor has anyone shown that it will result in traffic or parking issues that did not exist when the church and pre-school were active prior to Covid closures. Residents seem to have simply used the approval process to address any other concerns they have about traffic, parking or student activities in the neighborhood. We are confident that Washington University's purchase is the best option for this property, and that they will continue to make the building something that the community can be proud of.

Thank you for your consideration.

Yours truly,



Theodore D. Dearing  
Chair Board of Trustees





April 7, 2023

To the Members of the University City Planning Commission:

My name is Brad Hershey. I was the Executive Trustee for University United Methodist Church prior to our merger with Grace United Methodist Church. At the beginning of 2020, the congregation of University Church had fallen to under seventy active members. We no longer felt we could remain true to our mission of serving our local and larger community when the vast majority of our resources were devoted to paying our minister and maintaining our church building.

University Church has been on the corner of Washington and Trinity for 113 years. University Church had a membership of between five hundred and a thousand local residents during the last century. Our church provided the founding leadership for Health Protection and Education Services; we started and supported Kid's Place which served children from Delmar Harvard elementary school; we supported a preschool for nearly four decades to help families in our local area, and we had a food pantry to serve local families in need. Our tradition of service to the community is long. We hope that our church building can continue our legacy of service to University City even as our congregation joins with Grace Church to extend our outreach.

The University Church leadership decided to approach Washington University as a possible buyer for our property. We wanted to find a buyer that has the resources to maintain and use the building in a manner that would add value to the neighborhood which we have been part of for so long. Our observation is that Washington University is an outstanding steward of their property and has a vested interest in keeping the property safe, well maintained and productive.

We have supported Washington University in their efforts to satisfy the University City requirements. We have also met with neighbors to try to address their concerns. We want you to know that we support the sale and have been impressed by the amount of resources and work Washington University has put into this effort already. We can think of no other buyer that would be willing to devote the time and money necessary to restore the historic church building as well as improve parking and landscaping surrounding it.

The proceeds from the sale will support and strengthen Grace Church. It will help us extend our mission to serve and support the local needs of our community. We have no other interested buyer at this time. The building will become vacant once the University City Library completes their renovation in the next month or two.

We are fearful that University Church could become one of the many churches that are standing vacant and deteriorating. Grace Church does not have the long term resources to maintain and insure a large vacant building and to protect it against vandalism. We do not want this historic building, which has served us so well and has been a source of pride of our congregation, to become a burden to the neighborhood and community.

We hope that University City will approve the Conditional Use permit and text amendment to allow the sale of University Church to Washington University to move forward.

Respectfully,

Brad Hershey

6901 WASHINGTON AVE.

ST. LOUIS, MO 63130

314.863.8055

UNIVERSITYUMC.COM



**Mary Kennedy**

---

**From:** Mary Kennedy  
**Sent:** Friday, April 21, 2023 10:24 AM  
**To:** Mary Kennedy  
**Subject:** RE: CUP 22-13

**From:** Steve-Amy Slapshak <[slapshak@me.com](mailto:slapshak@me.com)>  
**Sent:** Monday, April 17, 2023 11:30 AM  
**To:** John Wagner <[jwagner@ucitymo.org](mailto:jwagner@ucitymo.org)>  
**Cc:** Schooler, JoAnna <[joanna.schooler@wustl.edu](mailto:joanna.schooler@wustl.edu)>  
**Subject:** CUP 22-13

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good morning. I am one of the three trustees of University Heights 2 subdivision and reside on Washington Ave. As residents, my husband and I both personally are in full support of Washington University purchasing the properties at 6900 Delmar and 6901 Washington Ave. Being a trustee, however, I have been the recipient of many concerns our particular neighborhood has in relation to this sale and would like to convey the main concerns.

1) **Parking on Washington Ave:** As you already know, our street is privately owned and marked with signage, however non residents still attempt to park on our street, and we expect this to only increase with Wash U students regardless of signage. We would like an agreed upon plan of action to deter this happening in writing and as a legal part of the closing agreement of the sale of these properties. We strongly feel Washington University should incur the costs associated with this since these likely parking violations will happen solely due to Washington University owning and utilizing these buildings. Ideas that have been discussed in order of preference are: Wash U provided security patrolling our street 24/7, an electronic gate, and/or residential parking stickers.

2) **Placement of HVAC and outdoor lighting:** We would like an exact diagram and commitment in writing and a legal part of the closing agreement of the sale of these properties to the placement of any external 'noise' or light related items that will affect nearby neighborhood houses.

Other concerns expressed include wanting to know and have in writing the exact material used for the parking lot; will the buildings and outdoor areas be smoke free zones; what process would Washington University have to go through to add evening/weekend/summer classes or other changes in use in the future not noted in this sale transaction.

Based on our neighborhood Declaration of Trust and Agreement established in 1904, it is believed that we hold some amount of legal authority over the use of the land these properties are on. Speaking for the trustees, we'd very much like to mutually and contractually agree upon the specific items mentioned above without having to seek further legal actions to come to a resolution.

Amy & Steve Slapshak







CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM

NUMBER: <i>For City Clerk Use</i>	UB20230522-01
--------------------------------------	---------------

SUBJECT/TITLE:

AN ORDINANCE FIXING THE COMPENSATION TO BE PAID TO CITY OFFICIALS AND EMPLOYEES AS ENUMERATED HEREIN FROM AND AFTER PASSAGE, AND REPEALING ORDINANCE NO. 7186.

REQUESTED BY:

Darren Dunkle, Darin Girdler, Larry Hampton, Brooke Smith, Amy Williams

DEPARTMENT / WARD

Parks and Rec, Public Works, Police, Economic Development, HR

AGENDA SECTION:

Unfinished Business Bill 9512

CAN ITEM BE RESCHEDULED?

Yes

CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:

City Manager recommends updating the Pay Ordinance with the following changes:

- Public Works: Replacing Mechanic (9) with Mechanic I (9) and Lead Mechanic (10) with Mechanic II (10)
- Police: Add Public Safety IT Manager (12) and Police Trainee title (P-1) back to the chart
- Parks, Rec, and Forestry: Changing Streets Superintendent (12) to Streets Supervisor (11)
- Add Economic Development Business Retention Specialist (12) to the Comp Ordinance

FISCAL IMPACT:

Grade 9 – Mechanic: \$44,431.05 – 70,098.91 and Grade 10 – Mechanic II: \$49,762.78 - \$78,510.78  
The highest differential of \$8,411 multiplied by the two positions would be a \$16,822 potential increase.

The Street Supervisor is being lowered from Grade 12 to a Grade 11. This could be a cost savings of approximately \$11,431.17 annually.

AMOUNT:

0

ACCOUNT No.:

NA

FROM FUND:

General Fund – 01

TO FUND:

General Fund – 01

EXPLANATION:

Annually, Departments review their organizational structure, position titles, and grades. The requests herein are the result of that exercise and a request to update the accompanying Compensation Ordinance.

STAFF COMMENTS AND BACKGROUND INFORMATION:

No new positions are being proposed. The proposed updates to this ordinance seek only to clarify the duties or structure, change titles or grades, or add positions previously approved.

CIP No.

RELATED ITEMS / ATTACHMENTS:

Draft Bill 9512

LIST CITY COUNCIL GOALS (S):

Employees / Prudent Fiscal Management

RESPECTFULLY SUBMITTED:

City Manager, Gregorory Rose

MEETING DATE:

May 22, 2023



INTRODUCED BY:

DATE: May 8, 2023

**BILL NO. 9512**

**ORDINANCE NO:**

**AN ORDINANCE FIXING THE COMPENSATION TO BE PAID TO CITY OFFICIALS AND EMPLOYEES AS ENUMERATED HEREIN FROM AND AFTER PASSAGE, AND REPEALING ORDINANCE NO. 7186.**

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

Section 1. From and after on passage, 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.

<i>Grade</i>	<i>Position Title</i>	<i>Pay Frequency</i>	A	B	C	D	E	F	G	H	I	J
1		Annually	\$28,406.95	\$29,827.30	\$31,318.66	\$32,884.60	\$34,528.83	\$36,255.27	\$38,068.03	\$39,971.43	\$41,970.00	\$44,068.50
		Monthly	\$2,367.25	\$2,485.61	\$2,609.89	\$2,740.38	\$2,877.40	\$3,021.27	\$3,172.34	\$3,330.95	\$3,497.50	\$3,672.38
		Bi-Weekly	\$1,092.57	\$1,147.20	\$1,204.56	\$1,264.79	\$1,328.03	\$1,394.43	\$1,464.16	\$1,537.36	\$1,614.23	\$1,694.94
		Hourly	\$13.66	\$14.34	\$15.06	\$15.81	\$16.60	\$17.43	\$18.30	\$19.22	\$20.18	\$21.19
2		Annually	\$29,827.36	\$31,318.73	\$32,884.67	\$34,528.90	\$36,255.35	\$38,068.11	\$39,971.52	\$41,970.09	\$44,068.60	\$46,272.03
		Monthly	\$2,485.61	\$2,609.89	\$2,740.39	\$2,877.41	\$3,021.28	\$3,172.34	\$3,330.96	\$3,497.51	\$3,672.38	\$3,856.00
		Bi-Weekly	\$1,147.21	\$1,204.57	\$1,264.79	\$1,328.03	\$1,394.44	\$1,464.16	\$1,537.37	\$1,614.23	\$1,694.95	\$1,779.69
		Hourly	\$14.34	\$15.06	\$15.81	\$16.60	\$17.43	\$18.30	\$19.22	\$20.18	\$21.19	\$22.25
3		Annually	\$31,318.85	\$32,884.79	\$34,529.03	\$36,255.48	\$38,068.25	\$39,971.67	\$41,970.25	\$44,068.76	\$46,272.20	\$48,585.81
		Monthly	\$2,609.90	\$2,740.40	\$2,877.42	\$3,021.29	\$3,172.35	\$3,330.97	\$3,497.52	\$3,672.40	\$3,856.02	\$4,048.82
		Bi-Weekly	\$1,204.57	\$1,264.80	\$1,328.04	\$1,394.44	\$1,464.16	\$1,537.37	\$1,614.24	\$1,694.95	\$1,779.70	\$1,868.69
		Hourly	\$15.06	\$15.81	\$16.60	\$17.43	\$18.30	\$19.22	\$20.18	\$21.19	\$22.25	\$23.36
4	Parking Attendant	Annually	\$32,884.80	\$34,529.04	\$36,255.49	\$38,068.27	\$39,971.68	\$41,970.26	\$44,068.78	\$46,272.22	\$48,585.83	\$51,015.12
	Police/Fire Cadet	Monthly	\$2,740.40	\$2,877.42	\$3,021.29	\$3,172.36	\$3,330.97	\$3,497.52	\$3,672.40	\$3,856.02	\$4,048.82	\$4,251.26
	Clerk Typist	Bi-Weekly	\$1,264.80	\$1,328.04	\$1,394.44	\$1,464.16	\$1,537.37	\$1,614.24	\$1,694.95	\$1,779.70	\$1,868.69	\$1,962.12
		Hourly	\$15.81	\$16.60	\$17.43	\$18.30	\$19.22	\$20.18	\$21.19	\$22.25	\$23.36	\$24.53
5	Custodian	Annually	\$34,529.04	\$36,255.49	\$38,068.27	\$39,971.68	\$41,970.26	\$44,068.78	\$46,272.22	\$48,585.83	\$51,015.12	\$53,565.87
		Monthly	\$2,877.42	\$3,021.29	\$3,172.36	\$3,330.97	\$3,497.52	\$3,672.40	\$3,856.02	\$4,048.82	\$4,251.26	\$4,463.82
		Bi-Weekly	\$1,328.04	\$1,394.44	\$1,464.16	\$1,537.37	\$1,614.24	\$1,694.95	\$1,779.70	\$1,868.69	\$1,962.12	\$2,060.23
		Hourly	\$16.60	\$17.43	\$18.30	\$19.22	\$20.18	\$21.19	\$22.25	\$23.36	\$24.53	\$25.75
6	Laborer	Annually	\$36,255.49	\$38,068.27	\$39,971.68	\$41,970.26	\$44,068.78	\$46,272.22	\$48,585.83	\$51,015.12	\$53,565.87	\$56,244.17
	Compliance Officer	Monthly	\$3,021.29	\$3,172.36	\$3,330.97	\$3,497.52	\$3,672.40	\$3,856.02	\$4,048.82	\$4,251.26	\$4,463.82	\$4,687.01
		Bi-Weekly	\$1,394.44	\$1,464.16	\$1,537.37	\$1,614.24	\$1,694.95	\$1,779.70	\$1,868.69	\$1,962.12	\$2,060.23	\$2,163.24
		Hourly	\$17.43	\$18.30	\$19.22	\$20.18	\$21.19	\$22.25	\$23.36	\$24.53	\$25.75	\$27.04

<i>Grade</i>	<i>Position Title</i>	<i>Pay Frequency</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>
7	Advanced Clerk Typist	Annually	\$38,068.08	\$39,971.49	\$41,970.06	\$44,068.56	\$46,271.99	\$48,585.59	\$51,014.87	\$53,565.61	\$56,243.89	\$59,056.09
	Laborer-Light Equipment Operator	Monthly	\$3,172.34	\$3,330.96	\$3,497.50	\$3,672.38	\$3,856.00	\$4,048.80	\$4,251.24	\$4,463.80	\$4,686.99	\$4,921.34
		Bi-Weekly	\$1,464.16	\$1,537.36	\$1,614.23	\$1,694.94	\$1,779.69	\$1,868.68	\$1,962.11	\$2,060.22	\$2,163.23	\$2,271.39
		Hourly	\$18.30	\$19.22	\$20.18	\$21.19	\$22.25	\$23.36	\$24.53	\$25.75	\$27.04	\$28.39
8	Administrative Secretary	Annually	\$40,352.20	\$42,369.81	\$44,488.30	\$46,712.71	\$49,048.35	\$51,500.76	\$54,075.80	\$56,779.59	\$59,618.57	\$62,599.50
	Assistant to the Prosecutor	Monthly	\$3,362.68	\$3,530.82	\$3,707.36	\$3,892.73	\$4,087.36	\$4,291.73	\$4,506.32	\$4,731.63	\$4,968.21	\$5,216.62
	Court Clerk II	Bi-Weekly	\$1,552.01	\$1,629.61	\$1,711.09	\$1,796.64	\$1,886.47	\$1,980.80	\$2,079.84	\$2,183.83	\$2,293.02	\$2,407.67
	Equipment Operator	Hourly	\$19.40	\$20.37	\$21.39	\$22.46	\$23.58	\$24.76	\$26.00	\$27.30	\$28.66	\$30.10
	Account Clerk II											
9	Administrative Assistant	Annually	\$44,431.05	\$46,652.61	\$48,985.24	\$51,434.50	\$54,006.22	\$56,706.54	\$59,541.86	\$62,518.96	\$65,644.90	\$70,098.91
	Accounts Payable Specialist	Monthly	\$3,702.59	\$3,887.72	\$4,082.10	\$4,286.21	\$4,500.52	\$4,725.54	\$4,961.82	\$5,209.91	\$5,470.41	\$5,841.58
	Dispatcher	Bi-Weekly	\$1,708.89	\$1,794.33	\$1,884.05	\$1,978.25	\$2,077.16	\$2,181.02	\$2,290.07	\$2,404.58	\$2,524.80	\$2,696.11
	Executive Secretary to the Director	Hourly	\$21.36	\$22.43	\$23.55	\$24.73	\$25.96	\$27.26	\$28.63	\$30.06	\$31.56	\$33.70
	Executive Secretary to the Police Chief											
	General Maintenance Worker											
	Heavy Equipment Operator											
	Inspector I											
	Mechanic I											
	Print Shop Operator											
	Recreation Supervisor I											
	Tree Trimmer											

<i>Grade</i>	<i>Position Title</i>	<i>Pay Frequency</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>
10	Accountant	Annually	\$49,762.78	\$52,250.92	\$54,863.47	\$57,606.64	\$60,486.97	\$63,511.32	\$66,686.89	\$70,021.23	\$73,522.29	\$78,510.78
	Administrative Analyst	Monthly	\$4,146.90	\$4,354.24	\$4,571.96	\$4,800.55	\$5,040.58	\$5,292.61	\$5,557.24	\$5,835.10	\$6,126.86	\$6,542.56
	Budget Analyst-Purchasing Specialist	Bi-Weekly	\$1,913.95	\$2,009.65	\$2,110.13	\$2,215.64	\$2,326.42	\$2,442.74	\$2,564.88	\$2,693.12	\$2,827.78	\$3,019.65
	Crew Leader	Hourly	\$23.92	\$25.12	\$26.38	\$27.70	\$29.08	\$30.53	\$32.06	\$33.66	\$35.35	\$37.75
	Crime Analyst											
	Human Resources Generalist											
	Information Technology Specialist											
	Lead Dispatcher - Supervisor											
	Lead Inspector											
	Mechanic II											
	Public Works Parks Inspector											
	Recreation Supervisor II											
11	Court Administrator	Annually	\$55,734.32	\$58,521.03	\$61,447.08	\$64,519.44	\$67,745.41	\$71,132.68	\$74,689.31	\$78,423.78	\$82,344.97	\$87,932.07
	Facilities Manager	Monthly	\$4,644.53	\$4,876.75	\$5,120.59	\$5,376.62	\$5,645.45	\$5,927.72	\$6,224.11	\$6,535.31	\$6,862.08	\$7,327.67
	Fleet Manager	Bi-Weekly	\$2,143.63	\$2,250.81	\$2,363.35	\$2,481.52	\$2,605.59	\$2,735.87	\$2,872.67	\$3,016.30	\$3,167.11	\$3,382.00
	Financial Analyst	Hourly	\$26.80	\$28.14	\$29.54	\$31.02	\$32.57	\$34.20	\$35.91	\$37.70	\$39.59	\$42.28
	Forestry Supervisor											
	Golf Manager											
	Golf Superintendent											
	Multi-Discipline Inspector											
	Parks Supervisor											
	Project Manager I											
	Senior Accountant											
	Street Supervisor											

<i>Grade</i>	<i>Position Title</i>	<i>Pay Frequency</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>
12	Communications Manager	Annually	\$62,979.78	\$66,128.76	\$69,435.20	\$72,906.96	\$76,552.31	\$80,379.93	\$84,398.92	\$88,618.87	\$93,049.81	\$99,363.24
	Economic Development Specialist	Monthly	\$5,248.31	\$5,510.73	\$5,786.27	\$6,075.58	\$6,379.36	\$6,698.33	\$7,033.24	\$7,384.91	\$7,754.15	\$8,280.27
	Economic Development Business Retention Specialist	Bi-Weekly	\$2,422.30	\$2,543.41	\$2,670.58	\$2,804.11	\$2,944.32	\$3,091.54	\$3,246.11	\$3,408.42	\$3,578.84	\$3,821.66
	Human Resources Manager	Hourly	\$30.28	\$31.79	\$33.38	\$35.05	\$36.80	\$38.64	\$40.58	\$42.61	\$44.74	\$47.77
	Information Technology Manager											
	Public Safety IT Manager											
	Planning- Zoning Administrator											
	Project Manager II											
	Sanitation Superintendent											
	Senior Planner											
	Senior Public Works Manager											
	Senior Building Inspector-Plan Reviewer											
13	Deputy Director of Recreation	Annually	\$71,167.15	\$74,725.50	\$78,461.78	\$82,384.87	\$86,504.11	\$90,829.32	\$95,370.78	\$100,139.32	\$105,146.29	\$112,280.47
	Deputy Director of Parks Maintenance	Monthly	\$5,930.60	\$6,227.13	\$6,538.48	\$6,865.41	\$7,208.68	\$7,569.11	\$7,947.57	\$8,344.94	\$8,762.19	\$9,356.71
	Deputy Dir. of Planning & Dev./Bldg. Commissioner	Bi-Weekly	\$2,737.20	\$2,874.06	\$3,017.76	\$3,168.65	\$3,327.08	\$3,493.44	\$3,668.11	\$3,851.51	\$4,044.09	\$4,318.48
	Assistant Director of Public Works	Hourly	\$34.21	\$35.93	\$37.72	\$39.61	\$41.59	\$43.67	\$45.85	\$48.14	\$50.55	\$53.98
14	Assistant Director of Finance	Annually	\$81,842.22	\$85,934.33	\$90,231.05	\$94,742.60	\$99,479.73	\$104,453.71	\$109,676.40	\$115,160.22	\$120,918.23	\$129,122.53
		Monthly	\$6,820.18	\$7,161.19	\$7,519.25	\$7,895.22	\$8,289.98	\$8,704.48	\$9,139.70	\$9,596.69	\$10,076.52	\$10,760.21
		Bi-Weekly	\$3,147.78	\$3,305.17	\$3,470.42	\$3,643.95	\$3,826.14	\$4,017.45	\$4,218.32	\$4,429.24	\$4,650.70	\$4,966.25
		Hourly	\$39.35	\$41.31	\$43.38	\$45.55	\$47.83	\$50.22	\$52.73	\$55.37	\$58.13	\$62.08



**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	\$54,198.72	\$56,908.66	\$59,754.09	\$62,741.79	\$65,878.88	\$70,348.77
		Monthly	\$4,516.56	\$4,742.39	\$4,979.51	\$5,228.48	\$5,489.91	\$5,862.40
		Bi-Weekly	\$2,084.57	\$2,188.79	\$2,298.23	\$2,413.15	\$2,533.80	\$2,705.72
		Hourly	\$26.0571	\$27.3599	\$28.7279	\$30.1643	\$31.6725	\$33.8215
P-2	Police Officer	Annually	\$62,602.45	\$65,732.57	\$69,019.20	\$72,470.16	\$76,093.67	\$81,256.43
		Monthly	\$5,216.87	\$5,477.71	\$5,751.60	\$6,039.18	\$6,341.14	\$6,771.37
		Bi-Weekly	\$2,407.79	\$2,528.18	\$2,654.58	\$2,787.31	\$2,926.68	\$3,125.25
		Hourly	\$30.0973	\$31.6022	\$33.1823	\$34.8414	\$36.5835	\$39.0656
P-3	Police Sergeant	Annually	\$76,959.26	\$80,807.22	\$84,847.58	\$89,089.96	\$93,544.46	\$99,891.45
		Monthly	\$6,413.27	\$6,733.93	\$7,070.63	\$7,424.16	\$7,795.37	\$8,324.29
		Bi-Weekly	\$2,959.97	\$3,107.97	\$3,263.37	\$3,426.54	\$3,597.86	\$3,841.98
		Hourly	\$36.9996	\$38.8496	\$40.7921	\$42.8317	\$44.9733	\$48.0247
P-4	Police Lieutenant	Annually	\$88,778.63	\$93,217.56	\$97,878.44	\$102,772.36	\$109,745.47	
		Monthly	\$7,398.22	\$7,768.13	\$8,156.54	\$8,564.36	\$9,145.46	
		Bi-Weekly	\$3,414.56	\$3,585.29	\$3,764.56	\$3,952.78	\$4,220.98	
		Hourly	\$42.6820	\$44.8161	\$47.0569	\$49.4098	\$52.7622	
P-5	Police Captain	Annually	\$98,845.75	\$103,788.04	\$108,977.44	\$114,426.31	\$122,190.14	
		Monthly	\$8,237.15	\$8,649.00	\$9,081.45	\$9,535.53	\$10,182.51	
		Bi-Weekly	\$3,801.76	\$3,991.85	\$4,191.44	\$4,401.01	\$4,699.62	
		Hourly	\$47.5220	\$49.8981	\$52.3930	\$55.0127	\$58.7453	
P-6	Deputy Police Chief	Annually	\$107,693.82	\$113,078.51	\$118,732.43	\$124,669.06	\$133,127.85	
		Monthly	\$8,974.48	\$9,423.21	\$9,894.37	\$10,389.09	\$11,093.99	
		Bi-Weekly	\$4,142.07	\$4,349.17	\$4,566.63	\$4,794.96	\$5,120.30	
		Hourly	\$51.7759	\$54.3647	\$57.0829	\$59.9370	\$64.0038	

**SCHEDULE A - BASE PAY STEPS FOR CLASSIFIED UNIFORMED FIRE EMPLOYEES**

*Steps*

<i>Grade</i>	<i>Position</i>	<i>Pay Frequency</i>	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>F</i>
F-1	Paramedic Firefighter	Annually	\$65,771.36	\$69,059.93	\$72,512.92	\$76,138.57	\$79,945.50	\$85,369.80
		Monthly	\$5,480.95	\$5,754.99	\$6,042.74	\$6,344.88	\$6,662.12	\$7,114.15
		Bi-weekly	\$2,529.67	\$2,656.15	\$2,788.96	\$2,928.41	\$3,074.83	\$3,283.45
		Hourly	\$22.5863	\$23.7156	\$24.9014	\$26.1465	\$27.4538	\$29.3166
F-2	Paramedic Fire Captain	Annually	\$77,074.26	\$79,001.12	\$80,976.14	\$83,000.55	\$80,976.14	\$101,300.19
		Monthly	\$6,422.86	\$6,583.43	\$6,748.01	\$6,916.71	\$6,748.01	\$8,441.68
		Bi-weekly	\$2,964.39	\$3,038.50	\$3,114.47	\$3,192.33	\$3,114.47	\$3,896.16
		Hourly	\$26.4678	\$27.1295	\$27.8077	\$28.5029	\$27.8077	\$34.7872
F-3	Batallion Chief	Annually	\$90,703.40	\$95,945.60	\$100,995.42	\$106,310.96	\$113,253.52	
		Monthly	\$7,558.62	\$7,995.47	\$8,416.28	\$8,859.25	\$9,437.79	
		Bi-weekly	\$3,488.59	\$3,690.22	\$3,884.44	\$4,088.88	\$4,355.90	
		Hourly	\$31.1481	\$32.9484	\$34.6825	\$36.5079	\$38.8920	
F-4		Annually	\$90,703.40	\$95,945.60	\$100,995.42	\$106,310.96	\$113,253.52	
		Monthly	\$7,558.62	\$7,995.47	\$8,416.28	\$8,859.25	\$9,437.79	
		Bi-weekly	\$3,488.59	\$3,690.22	\$3,884.44	\$4,088.88	\$4,355.90	
		Hourly	\$43.6074	\$46.1277	\$48.5555	\$51.1110	\$54.4488	
F-5	Deputy Fire Chief	Annually	\$102,495.59	\$108,418.73	\$114,124.98	\$120,131.56	\$127,976.66	
		Monthly	\$8,541.30	\$9,034.89	\$9,510.42	\$10,010.96	\$10,664.72	
		Bi-weekly	\$3,942.14	\$4,169.95	\$4,389.42	\$4,620.44	\$4,922.18	
		Hourly	\$49.2767	\$52.1244	\$54.8678	\$57.7556	\$61.5272	

Section 2. From and after passage, 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**

Grade	Position Title	Steps									
		A	B	C	D	E	F	G	H	I	J
P01		\$15	\$15.7500	\$16.5375	\$17.3644	\$18.2326	\$19.1442				
P02	Cashier	\$15.50	\$16.2750	\$17.0888	\$17.9432	\$18.8403	\$19.7824				
	Control Desk Associate										
	Facility Attendant										
	Child Care Assistant										
	Camp Counselor										
	Golf Course Attendant										
	Park Attendant										
	Youth Job Corps Worker										
P03	Lifeguard	\$15.75	\$16.5375	\$17.3644	\$18.2326	\$19.1442	\$20.1014				
	Recreation Program Leader										
	Traffic Escort										
P04	Inclusion Counselor	\$16.25	\$17.0625	\$17.9156	\$18.8114	\$19.7520	\$20.7396				
	Facility Attendant II										
P05	Pool Technician	\$16.50	\$17.3250	\$18.1913	\$19.1008	\$20.0559	\$21.0586				
P06	Head Lifeguard	\$17.0000	\$17.8500	\$18.7425	\$19.6796	\$20.6636	\$21.6968				
	Swim Instructor										
P07	Asstistant Pool Manager	\$18.19	\$19.10	\$20.05	\$21.06	\$22.11	\$23.22				
	Assistant Camp Director										
	Facility Monitor										
	Intern										
P08	Camp Director	\$19.80	\$20.7900	\$21.8295	\$22.9210	\$24.0670	\$25.2704				
	Pool Manager										
	Golf Shop Supervisor										
	Recreation Progam Supervisor										

P20		\$14.7619	\$15.5000	\$16.2750	\$17.0887	\$17.9432	\$18.8403	\$19.7824	\$20.7715	\$21.8100	\$22.9006
P21	PT Clerk Typist	\$15.5000	\$16.2750	\$17.0888	\$17.9432	\$18.8403	\$19.7824	\$20.7715	\$21.8101	\$22.9006	\$24.0456
	PT Court Clerk										
	PT Parking Controller										
	PT Police/Fire Cadet										
P22	PT Custodian	\$16.2750	\$17.0888	\$17.9432	\$18.8403	\$19.7824	\$20.7715	\$21.8101	\$22.9006	\$24.0456	\$25.2479
P23	PT Laborer	\$17.0888	\$17.9432	\$18.8403	\$19.7824	\$20.7715	\$21.8101	\$22.9006	\$24.0456	\$25.2479	\$26.5103
P24	PT Advanced Clerk Typist	\$17.9431	\$18.8403	\$19.7823	\$20.7714	\$21.8100	\$22.9004	\$24.0455	\$25.2477	\$26.5101	\$27.8356
P25	PT Administrative Secretary	\$19.0197	\$19.9707	\$20.9692	\$22.0177	\$23.1186	\$24.2745	\$25.4882	\$26.7626	\$28.1008	\$29.5058
P26	PT Dispatcher	\$20.9422	\$21.9894	\$23.0888	\$24.2433	\$25.4554	\$26.7282	\$28.0646	\$29.4678	\$30.9412	\$33.0406
	PT Senior Coordinator										
P27	PT Paramedic Firefighter	\$22.1434	\$23.2506	\$24.4132	\$25.6338	\$26.9155	\$28.7417				
P28	PT Public Works Inspector	\$23.4553	\$24.6281	\$25.8595	\$27.1525	\$28.5101	\$29.9356	\$31.4324	\$33.0040	\$34.6542	\$37.0055

Section 3. From and after on passage, 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.

<b>SCHEDULE C - BASE PAY RATES FOR UNCLASSIFIED FULL-TIME, PART-TIME, TEMPORARY OR GRANT-FUNDED EMPLOYEES</b>						
			<b>Steps</b>			
<b>Grade</b>	<b>Position Title</b>	<b>Pay Frequency</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<b>SO4</b>	<b>Judge of City Court (Substitute)</b>	Monthly	\$271.83			
<b>SO5</b>	<b>Judge of City Court</b>	Monthly	\$2,574.02	\$2,709.94	\$2,852.12	\$3,053.72
<b>SO6</b>	<b>Prosecuting City Attorney (Substitute)</b>	Per Session	\$522.75			
<b>SO7</b>	<b>Prosecuting City Attorney</b>	Monthly	\$3,809.80	\$4,010.54	\$4,220.68	\$4,519.98

<b>Grade</b>	<b>Position Title</b>	<b>Pay Frequency</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>
<b>9</b>	<b>Secretary to the City Manager</b>	Annually	\$44,431.05	\$46,652.61	\$48,985.24	\$51,434.50	\$54,006.22	\$56,706.54	\$59,541.86	\$62,518.96	\$65,644.90	\$70,098.91
		Monthly	\$3,702.59	\$3,887.72	\$4,082.10	\$4,286.21	\$4,500.52	\$4,725.54	\$4,961.82	\$5,209.91	\$5,470.41	\$5,841.58
		Bi-Weekly	\$1,708.89	\$1,794.33	\$1,884.05	\$1,978.25	\$2,077.16	\$2,181.02	\$2,290.07	\$2,404.58	\$2,524.80	\$2,696.11
		Hourly	\$21.3611	\$22.4291	\$23.5506	\$24.7281	\$25.9645	\$27.2628	\$28.6259	\$30.0572	\$31.5600	\$33.7014
<b>13</b>	<b>City Clerk</b>	Annually	\$71,167.15	\$74,725.50	\$78,461.78	\$82,384.87	\$86,504.11	\$90,829.32	\$95,370.78	\$100,139.32	\$105,146.29	\$112,280.47
		Monthly	\$5,930.60	\$6,227.13	\$6,538.48	\$6,865.41	\$7,208.68	\$7,569.11	\$7,947.57	\$8,344.94	\$8,762.19	\$9,356.71
		Bi-Weekly	\$2,737.20	\$2,874.06	\$3,017.76	\$3,168.65	\$3,327.08	\$3,493.44	\$3,668.11	\$3,851.51	\$4,044.09	\$4,318.48
		Hourly	\$34.2150	\$35.9257	\$37.7220	\$39.6081	\$41.5885	\$43.6679	\$45.8513	\$48.1439	\$50.5511	\$53.9810

			<b>Salary Range</b>		
<b>Grade</b>	<b>Position Title</b>	<b>Pay Frequency</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
<b>E-1</b>	<b>Assistant City Manager</b>	Annually	\$83,072.29	\$101,763.74	\$122,502.93
		Monthly	\$6,922.69	\$8,480.31	\$10,208.58
		Bi-weekly	\$3,195.09	\$3,913.99	\$4,711.65
		Hourly	\$39.9386	\$48.9249	\$58.8956
<b>E-2</b>	<b>Director of Human Resources</b>	Annually	\$99,687.38	\$122,116.49	\$147,002.88
	<b>Director of Parks, Recreation &amp; Forestry</b>	Monthly	\$8,307.28	\$10,176.37	\$12,250.24
	<b>Director of Planning &amp; Development</b>	Bi-weekly	\$3,834.13	\$4,696.79	\$5,653.96
	<b>Director of Public Works</b>	Hourly	\$47.9266	\$58.7099	\$70.6745
<b>E-3</b>	<b>Deputy City Manager/Dir. Of Economic Development</b>	Annually	\$108,866.87	\$137,363.02	\$160,540.48
	<b>Director of Finance</b>	Monthly	\$9,072.24	\$11,446.92	\$13,378.37
	<b>Fire Chief</b>	Bi-weekly	\$4,187.19	\$5,283.19	\$6,174.63
	<b>Police Chief</b>	Hourly	\$52.3398	\$66.0399	\$77.1829
<b>E-4</b>	<b>City Manager</b>	Annually	\$133,361.89	\$171,703.51	\$203,443.56
		Monthly	\$11,113.49	\$14,308.63	\$16,953.63
		Bi-weekly	\$5,129.30	\$6,603.98	\$7,824.75
		Hourly	\$64.1163	\$82.5498	\$97.8094



Section 4. From and after passage, 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 Fair Labor Standards Act provisions.
3. The normal work week for full-time office, field, maintenance, and non-commissioned 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 Fair Labor Standards Act provisions.
5. Hours worked in excess of 160 hours in a 28-day period by commissioned police personnel who are not exempt from Fair Labor Standards Act maximum hours provisions, when authorized in advance by the Police Chief, may be paid at the rate of time and one-half or in lieu thereof, in the Police Chief's discretion, the Police Chief may grant compensatory time off also at the rate of time and one-half up to an accumulation allowable under Fair Labor Standards Act provisions.
6. Hours worked in excess of 212 hours in a 28-day period by uniformed fire personnel who are not exempt from Fair Labor Standards Act maximum hours provisions, when authorized in advance by the Fire Chief, may be paid at the rate of time and one-half or in lieu thereof, in the Fire Chief's discretion, the Fire Chief may grant compensatory time off also at the rate of time and one-half up to an accumulation allowable under Fair Labor Standards Act provisions.
7. 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 passage, 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 (6<sup>th</sup>) year through the seventh (7<sup>th</sup>) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
P-3	Police Sergeant	\$63
P-4	Police Lieutenant	67
P-5	Police Captain	71

- B. From and after passage, 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 (8<sup>th</sup>) year through the tenth (10<sup>th</sup>) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
P-2	Police Officer	\$49
P-3	Police Sergeant	123
P-4	Police Lieutenant	132
P-4	Police Captain	142

- C. From and after on passage, the commissioned police personnel, in the pay grade 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 (11<sup>th</sup>) year through the fourteenth (14<sup>th</sup>) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
P-2	Police Officer	\$80

- D. From and after on passage, the commissioned police personnel, in the pay grade 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 (15<sup>th</sup>) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
P-2	Police Officer	\$92

- E. From and after passage, Paramedic Firefighters and Paramedic Fire Captains, in the pay grades shown, 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 (8<sup>th</sup>) year through the tenth (10<sup>th</sup>) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
F-1	Paramedic Firefighters	\$77
F-2	Paramedic Fire Captains	86

- F. From and after on passage, Paramedic Firefighters and Paramedic Fire Captains, in the pay grades shown, 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 (11<sup>th</sup>) year through the twentieth (20<sup>th</sup>) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
F-1	Paramedic Firefighters	\$133
F-2	Paramedic Fire Captains	133

G. From and after on passage, Paramedic Firefighters and Paramedic Fire Captains, in the pay grades shown, 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 (21<sup>st</sup>) year:

<u>In Pay Grade</u>		<u>Monthly Amount</u>
F-1	Paramedic Firefighters	\$168
F-2	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 passage, 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 Paramedic Firefighters, Paramedic Fire Captains and Battalion Chiefs of the Fire Department, shall have their hourly rate computed by multiplying the monthly rate by 12, dividing that product by 2,912.

Section 7. Ordinance No. 7186 and all ordinances in conflict herewith are repealed.

Section 8. This ordinance shall take effect and be in force from its passage as provided by law.

PASSED and ADOPTED this 22<sup>th</sup> day of May, 2023.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY



CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM

NUMBER: <i>For City Clerk Use</i>	UB20230522-02
--------------------------------------	---------------

SUBJECT/TITLE:

AN ORDINANCE AMENDING SECTIONS 400.690 AND 400.700 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO CONDITIONAL USES, AND DENSITY AND DIMENSIONAL REGULATIONS, RESPECTIVELY, IN THE PUBLIC ACTIVITY DISTRICT, BY AMENDING SECTION 400.690.A.12, RELATING TO SCHOOLS, PRIVATE, AND SECTION 400.700.A.1, RELATING TO MINIMUM LOT SIZE..

REQUESTED BY:

John L. Wagner

DEPARTMENT / WARD

Community Development

AGENDA SECTION:

Unfinished Business - Bill 9513

CAN ITEM BE RESCHEDULED?

Yes

CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:

City Manager recommends approval.

FISCAL IMPACT:

N/A

AMOUNT:

ACCOUNT No.:

FROM FUND:

TO FUND:

EXPLANATION:

N/A

STAFF COMMENTS AND BACKGROUND INFORMATION:

The proposed amendment to the PA – Public Activity District would apply only to those PA-zoned parcels in the University City Civic Complex Historic District. The request would accommodate Washington University's purchase of 6900 Delmar Boulevard and 6901 Washington Avenue, location of the Assumption Greek Orthodox Church (0.48-acre) and the University United Methodist Church (0.52-acre), respectively. Note that the proposed use would be added to the list of Conditional Uses. Proposed developments by Washington University for these parcels would need to be reviewed by the Plan Commission and approved by the City Council.

CIP No.

RELATED ITEMS / ATTACHMENTS:

Attached are the Plan Commission Transmittal Letter, September 28, 2022 Plan Commission Memo, and Bill 9513

LIST CITY COUNCIL GOALS (S):

Economic Development

RESPECTFULLY SUBMITTED:

City Manager, Gregorory Rose

MEETING DATE:

May 22, 2023



## **Plan Commission**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

September 28, 2022

Ms. LaRette Reese  
City Clerk  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130

RE: Zoning Code Text Amendment (TXT 22-03)

Dear Ms. Reese,

At a regularly scheduled meeting on September 28, 2022, at 6:30 p.m. via videoconference, the Plan Commission considered TXT 22-03, an application for a Zoning Code Text Amendment to add "Schools, private; including college or university-level facilities, provided that such buildings shall be located upon sites containing 0.45 or more acres when located in the University City Civic Complex Historic District." to list of Conditional Uses in the "PA" Public Activity District, §400.690 of the City's Zoning Ordinance.

By a vote of 4 to 0, the Plan Commission recommended approval of the Text Amendment.

Sincerely,

Margaret Holly, Chairperson  
University City Plan Commission



## Department of Community Development

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

### STAFF REPORT

#### City Council

MEETING DATE: May 8, 2023

FILE NUMBER: TXT 22-03

COUNCIL DISTRICT: N/A

Applicant: City of University City

Original Request: Add "Schools, private; including college or university-level facilities, provided that such buildings shall be located upon sites containing 0.45 or more acres when located in the University City Civic Complex Historic District." to list of Conditional Uses in the "PA" Public Activity District, §400.690 of the City's Zoning Ordinance.

**Summary.** The proposed amendment to the PA – Pubic Activity District would apply only to those PA-zoned parcels in the University City Civic Complex Historic District. The request would accommodate Washington University's purchase of 6900 Delmar Boulevard and 6901 Washington Avenue, location of the Assumption Greek Orthodox Church (0.48-acre) and the University United Methodist Church (0.52-acre), respectively. Note that the proposed use would be added to the list of Conditional Uses. Proposed developments by Washington University for these parcels would need to be reviewed by the Plan Commission and approved by the City Council.

PROPOSED AMENDMENT TO SECTION 400.690 (*This is the original request that the Plan Commission considered on September 28, 2022. The recommended language is outlined later in this report.*)

A. The following land uses and developments may be permitted in the "PA" district, subject to the issuance of a conditional use permit in accordance with the procedures and standards contained in Article XI, "Conditional Uses":

13. Schools, private; including college or university-level facilities, provided that such buildings shall be located upon sites containing 0.45 or more acres when located in the University City Civic Complex Historic District.

The Plan Commission Code Review Committee discussed this proposal at its September 12, 2022 meeting and unanimously recommended approval to the full Commission by a vote of 4 – 0.

I've also provided two maps on the following page:

Figure 1: A map showing the boundaries of the University City Civic Complex Historic District in red.

Figure 2: A Zoning Map of the same area. The green-shaded parcels are zoned PA – Public Activity. The two parcels outlined in red are the two lots Washington University is interested in purchasing.



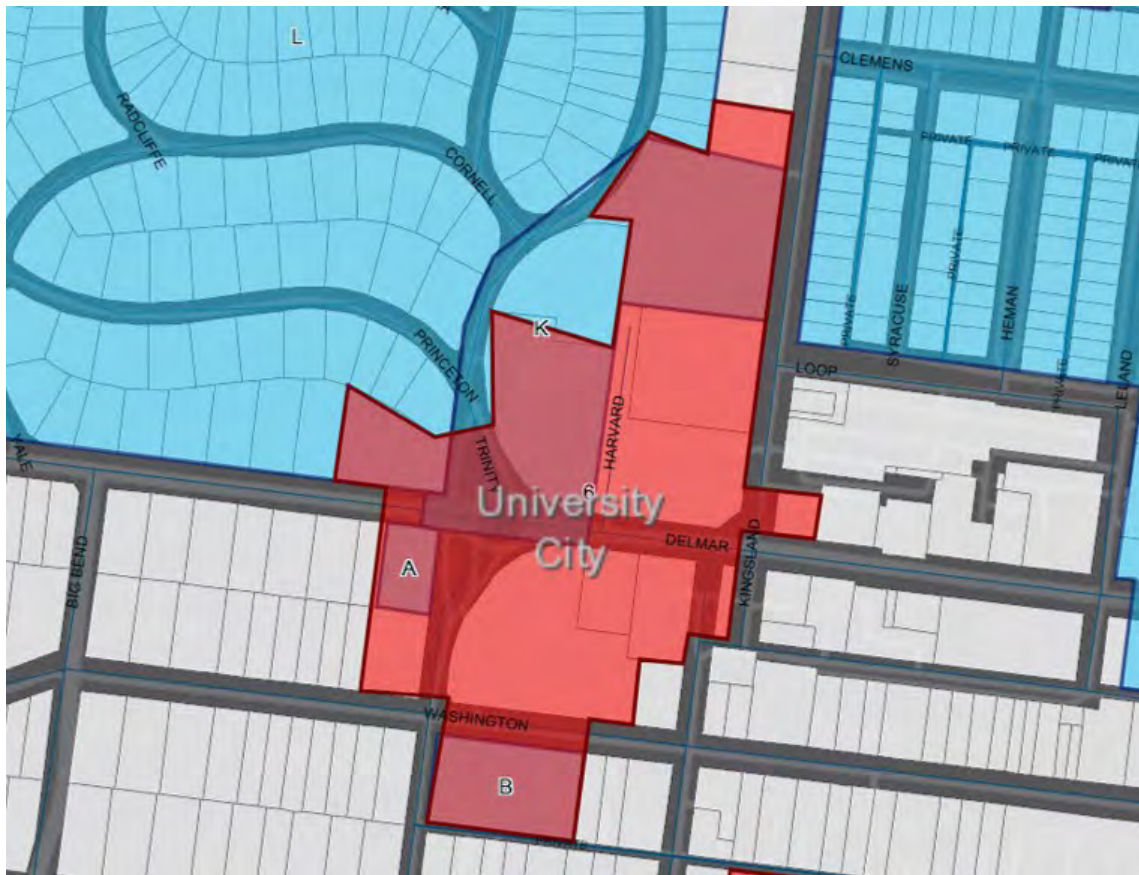


Figure 1. Map of University City Civic Complex Historic District in red.



Figure 2. Zoning map around University City Civic Complex Historic District.

### Plan Commission

The Plan Commission considered this application at its September 28, 2022, meeting. The Commission voted unanimously (4 – 0) to amend Section §400.700 of the City's Zoning Ordinance to read as follows:

#### Section 400.690 Conditional Uses.

A. The following land uses and developments may be permitted in the "PA" district, subject to the issuance of a conditional use permit in accordance with the procedures and standards contained in Article XI, "Conditional Uses":

12. Schools, private; including college or university-level facilities. ~~*provided that such buildings shall be located upon sites containing two and one-half (2½) or more acres.*~~

#### Density and Dimensional Regulations

##### A. Minimum Lot Size.

1. Permitted and conditional uses. Lot area and lot dimensions shall be adequate to provide the minimum setbacks required by this Section and required parking, as established under Article VII "Off-Street Parking and Loading Requirements", but in no instance shall a lot be less than two (2) acres in area, except as provided for in paragraph (2) below, ***provided that in the University City Civic Complex Historic District, in no instance shall a lot be less than 0.45-acre in area, except as provided for in paragraph (2) below.***

The text in **blue bold italic** constitutes the amendment to §400.690 and §400.700. The first part of each section is the existing code.



INTRODUCED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

BILL NO. 9513

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING SECTIONS 400.690 AND 400.700 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO CONDITIONAL USES, AND DENSITY AND DIMENSIONAL REGULATIONS, RESPECTIVELY, IN THE PUBLIC ACTIVITY DISTRICT, BY AMENDING SECTION 400.690.A.12, RELATING TO SCHOOLS, PRIVATE, AND SECTION 400.700.A.1, RELATING TO MINIMUM LOT SIZE.**

**WHEREAS**, Chapter 400 (Zoning Code) of the Municipal Code of the City of University City, Missouri divides the City into several zoning districts and regulates the uses to which premises located therein may be put; and

**WHEREAS**, at its meeting on September 28, 2022, the City Plan Commission examined an amendment of Sections 400.690.A.12 and 400.700.A.1 of the Zoning Code and recommended to the City Council that it approve said amendments; and

**WHEREAS**, due notice of a public hearing to be held by the City Council in the 5<sup>th</sup> Floor City Council Chambers at City Hall at 6:30 pm, May 8, 2023, was duly published in the St. Louis Countian, a newspaper of general circulation within said City on April 23, 2023; and

**WHEREAS**, said public hearing was held at the time and place specified in said notice, and all suggestions or objections concerning said amendments of the Zoning Code 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.** Sections 400.690 and 400.700 of the Municipal Code of the City of University City, Missouri, relating to conditional uses, and density and dimensional regulations, respectively, are hereby amended by amending Section 400.690.A.12, relating to schools, private, and Section 400.700.A.1, relating to minimum lot size, so that Sections 400.690 and 400.700, as so amended, shall read as follows:

**Section 400.690. Conditional Uses.**

A. The following land uses and developments may be permitted in the "PA" district, subject to the issuance of a conditional use permit in accordance with the procedures and standards contained in Article **XI**, "Conditional Uses":

1. Access roads serving commercial development in or out of "PA" districts;
2. Auditoriums and other places of public assembly as a principal use;
3. Convents and rectories, in connection with a place of worship and located on the same or adjacent lot;

4. Day care centers;
5. Dormitories;
6. Group homes for the disabled, small, where the group home dwelling unit lot is less than one thousand (1,000) feet from any existing group home dwelling unit;
7. Group homes for the disabled, large;
8. Hospitals, residential and outpatient substance abuse treatment centers, and other institutions of a religious, educational or charitable or philanthropic nature, provided that such buildings shall be located upon sites containing three (3) or more acres;
9. Offices, business, professional, medical or institutional;
10. Outdoor bus parking facility, provided:
  - a. The primary use of the buses is to transport persons to or from the principal buildings located on the same zoning lot or on an abutting zoning lot under single ownership;
  - b. The buses are parked on a zoning lot with an area of three (3) or more acres;
  - c. The total area of the bus parking is not more than twenty-five percent (25%) of the area of building coverage of the principal building on the zoning lot; and
  - d. The bus parking is adequately screened from view from adjoining streets and residential areas;
11. Public utility facilities;
12. Schools, private; including college or university-level facilities.

#### **Section 400.700. Density and Dimensional Regulations.**

##### **A. *Minimum Lot Size.***

1. *Permitted and conditional uses.* Lot area and lot dimensions shall be adequate to provide the minimum setbacks required by this Section and required parking, as established under Article VII "Off-Street Parking and Loading Requirements", but in no instance shall a lot be less than two (2) acres in area except as provided for in paragraph (2) below, provided that in the University City Civic Complex Historic District in no instance shall a lot be less than 0.45 acre except as provided in paragraph (2) below.

2. *Minimum lot size exceptions.*

- a. *Public utility facilities.* Lots created for public utility facilities may be less than two (2) acres in area, provided that such lots shall not be used for any other use, except for the uses in paragraph (b) below.
- b. *Single-family detached dwellings and group homes for the disabled.* Minimum lot size shall be in accordance with the "SR" district regulations (see Section **400.150**).

B. *Building Setback Requirements.*

1. *Minimum right-of-way setback.* No building shall be located within fifteen (15) feet of a street right-of-way.
2. *Minimum property line setback.* No building setback is required from a property line (as distinguished from a right-of-way line), except where a lot abuts an existing residential use in the "PA" district, a residential district or abuts an alley right-of-way which separates the use from a residential district. Under these conditions, the minimum building setback requirement shall be twenty-five (25) from the applicable property line(s). Also see Article V "Supplementary Regulations", Division 6 for screening requirements.

Where a property line setback is not required, but a building is set back off the property line, then it shall be set back at least five (5) feet.

3. *Modification of property line setback.* The minimum property line setback requirements may be modified via the conditional use permit procedure under Article XI, "Conditional Uses". Such modifications may be more or less stringent, depending on the potential impact of the proposed development in the "PA" district which is adjacent to a residential district. In the case of a request for less stringent setbacks, the conditional use permit applicant must demonstrate screening between the proposed development and the adjacent residential lot or district, above and beyond the minimum screening requirements contained in Article V "Supplemental Regulations", Division 6.

C. *Building Height Limitations.*

1. Except as provided for in Article V "Supplementary Regulations", Section **400.1030**, and paragraph (2) below, no building shall exceed thirty-five (35) feet in height.
2. Upon conditional use permit approval (see Article XI, "Conditional Uses"), buildings may exceed the height limit specified above, subject to the following increases in minimum building setbacks:
  - a. *Right-of-way setback.* The minimum building setback shall be increased by one (1) foot for each two (2) feet, or portion thereof, of increased building height, provided however, that the setback from the right-of-way does not have to exceed one hundred (100) feet.



- b. *Property line setback.* The minimum building setback shall be fifteen (15) feet plus one (1) foot for each two (2) feet, or portion thereof, of increased building height, provided however, that the setback from the property line does not have to exceed fifty (50) feet, except when adjacent to an "SR" or "LR" district. When adjacent to an "SR" or "LR" district, the minimum building setback shall be twenty-five (25) feet plus one (1) foot for each two (2) feet, or portion thereof, of increased building height, provided however, that the setback from the property line does not have to exceed eighty (80) feet.

**Section 2.** This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED and ADOPTED this 22nd day of May, 2023.

---

MAYOR

ATTEST:

---

CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

---

CITY ATTORNEY



CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM

NUMBER: <i>For City Clerk Use</i>	UB20230522-03
--------------------------------------	---------------

<b>SUBJECT/TITLE:</b> AN ORDINANCE AMENDING SCHEDULE III, TABLE III-A OF THE TRAFFIC CODE OF THE UNIVERSITY CITY MUNICIPAL CODE, RELATING TO PARKING PROHIBITED ON CERTAIN STREETS DURING DESIGNATED HOURS, BY ADDING THEREIN THE NORTH SIDE OF PERSHING AVENUE FROM ROSSI AVENUE TO A POINT 325 FEET TO THE WEST.			
<b>REQUESTED BY:</b> Darin Girdler, Director		<b>DEPARTMENT / WARD</b> Public Works	
<b>AGENDA SECTION:</b>	Unfinished Business - Bill 9515	<b>CAN ITEM BE RESCHEDULED?</b>	Yes
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b> City Manager recommends approval.			
<b>FISCAL IMPACT:</b>			
<b>AMOUNT:</b>		<b>ACCOUNT No.:</b>	
<b>FROM FUND:</b>		<b>TO FUND:</b>	
<b>EXPLANATION:</b> This Bill prohibits parking on the north side of Pershing Avenue from Rossi Avenue to a point three hundred twenty-five (325) feet to the west, between the hours of 8:15 a.m. and 9:00 a.m. and 3:15 p.m. and 4:00 p.m. Monday through Friday, from August 1 to June 30.			
<b>STAFF COMMENTS AND BACKGROUND INFORMATION:</b> The University City School District requested the amendment to the Traffic Code because school buses have experienced difficulty turning onto Pershing Avenue when vehicles are parked on both sides of Pershing Avenue near Flynn Park Elementary School.  The Traffic Commission, at a meeting on March 8, 2023, considered the amendment and unanimously recommended that the City Council adopt the amendment.			
<b>CIP No.</b>			
<b>RELATED ITEMS / ATTACHMENTS:</b> Bill 9515			
<b>LIST CITY COUNCIL GOALS (S):</b> Economic Development			
<b>RESPECTFULLY SUBMITTED:</b> City Manager, Gregorory Rose		<b>MEETING DATE:</b>	May 22, 2023

INTRODUCED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

BILL NO. 9515

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING SCHEDULE III, TABLE III-A OF THE TRAFFIC CODE OF THE UNIVERSITY CITY MUNICIPAL CODE, RELATING TO PARKING PROHIBITED ON CERTAIN STREETS DURING DESIGNATED HOURS, BY ADDING THEREIN THE NORTH SIDE OF PERSHING AVENUE FROM ROSSI AVENUE TO A POINT 325 FEET TO THE WEST.**

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

**Section 1.** Schedule III, Table III-A of the Traffic Code of the University City Municipal Code, relating to parking prohibited on certain streets during designated hours, is hereby amended by adding the following:

Pershing Avenue:

On the north side thereof from Rossi Avenue to a point three hundred twenty-five (325) feet to the west, between the hours of 8:15 a.m. and 9:00 a.m. and 3:15 p.m. and 4:00 p.m. Monday through Friday, from August 1 to June 30.

**Section 2.** This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED and ADOPTED this 22nd day of May, 2023.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY



CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM

NUMBER: For City Clerk Use	NB20230522-01
-------------------------------	---------------

SUBJECT/TITLE: Resolution for Fiscal Year 2022-2023 Budget Amendment #4			
REQUESTED BY: Keith Cole, Director of Finance		DEPARTMENT / WARD Finance / All	
AGENDA SECTION:	New Business - Resolution 2023-10	CAN ITEM BE RESCHEDULED?	Yes
CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION: City Manager recommends approval of the Resolution for fiscal year 2022-2023 Budget Amendment #4.			
FISCAL IMPACT: Reduction in Fund Balance - General Fund - \$1,520,622; Econ Dev Retail Sales Tax Fund - \$393,116; Capital Imp Sales Tax Fund - \$202,977; Parks Stormwater Sales Tax Fund - \$533,412. Increase in Fund Balance - Internal Service Fund - \$350,000; Solid Waste Fund - \$1,000,000;			
AMOUNT:	Various	ACCOUNT No.:	See Detail - Various
FROM FUND:	See Detail - Various	TO FUND:	See Detail - Various
EXPLANATION: The changes in the General Fund, EDRST Fund, Capital Imp Sales Tax Fund, Parks Stormwater Sales Tax Fund will have a reduction in fund balance by \$1,520,622, 393,116, 202,977, and 533,412, respectively. The changes in the Internal Service Fund and Solid Waste Fund will have an increase in fund balance by \$350,000 and \$1,000,000, respectively.			
STAFF COMMENTS AND BACKGROUND INFORMATION: The attached information is the fourth (4th) budget amendment of fiscal year 2023. The amendment incorporates the increases and decreases of revenues and expenditures of the mentioned funds. Please note, the reduction of roughly \$292,000 in the General Fund is from the flood and the City continues to work with FEMA to get reimbursed. The other big reduction in fund balance is related to the two transfer outs to Solid Waste and Internal Service Fund (Fleet Maintenance).			
CIP No.	N/A		
RELATED ITEMS / ATTACHMENTS: 1. Budget Amendment Details 2. Resolution 2023-10 for Approval of the Amendment			
LIST CITY COUNCIL GOALS (S): Prudent Fiscal Management			
RESPECTFULLY SUBMITTED:	City Manager, Gregory Rose	MEETING DATE:	May 22, 2023



**FY23 Budget Amendment #4**  
**To Be Approved by City Council**  
**May 22, 2023**

**General Fund:**

<u>Account</u>		<u>Revenue Increase</u>	<u>Revenue Decrease</u>	<u>Description</u>
<u>Revenues</u>				
1)	4010 Personal Property - Current	84,500		Increase in collection of personal property tax
2)	4025 Railroad & Other Utilities	1,900		Increase in collection of railroad/other utilities tax
3)	4030 Interest & Penalties on Del Tax	1,300		Increase in collection of interest on delinquent prop taxes
4)	4035 Payment in Lieu of Taxes (PILOTS)	7,900		Increase in receiving pilots from the TIF project
5)	4205.30 Grant Revenue - Police	7,300		Increase in collecting reimbursements for Police grants
6)	4205.35 Grant Revenue - Fire	1,200		Increase in collecting reimbursement from American Water for a Fire grant.
7)	4310 Registration fees	300		Increase in registration fees; not in original budget
8)	4430 Right of Way Use	1,000		Increase in ROW; received more than anticipated
9)	4545 Weed & Debris - Current	7,000		Increase in billing for weeds and debris
10)	4550 Weed & Debris - Delinquent	14,500		Increase due to receiving more in billing
11)	4725 Bond Forfeiture	7,500		Increase due to individuals forfeiting bonds
<b>Change in Revenues - Increase</b>			<b>134,400</b>	



**FY23 Budget Amendment #4**  
**To Be Approved by City Council**  
**May 22, 2023**

<b><u>General Fund:</u></b>				
<u>Account</u>		<u>Expenditure Increase</u>	<u>Expenditure Decrease</u>	<u>Description</u>
	<u>Expenditures</u>			
1)	<b>Human Resources</b>			
01.14.07.5340	Salaries-Part Time		(12,000)	Increase in Maintenance Contracts, Postage, and Awards & Gifts; offset by Salaries Part-Time, no impact to fund reserves.
01.14.07.6050	Maintenance Contracts	6,800		
01.14.07.6090	Postage	2,400		
01.14.07.7850	Awards & Gifts	2,800		
01.14.07.6010	Professional Services	13,075		Gallup Poll Partnership - three year contract to assess and improve employee engagement. Council approved 02.27.23. Funds to come from fund reserves.
2)	<b>Police</b>			
01.30.20.5001	Salaries-Full Time		(32,000)	Increase in Salaries Part-Time; will be offset by Salaries Full-Time; no impact to fund reserves.
01.30.20.5340	Salaries-Part-time & Temp	32,000		
3)	<b>Fire</b>			
01.35.25.6560	Technology Services		(27,500)	Purchase of Self Contained Breathing Apparatus (SCBA) bottles. Portion comes from Public Safety Fund, CIP budget, and remaining comes from General Fund.
01.35.25.7770	Uniforms & Safety Gear	27,500		
4)	<b>Public Works - Capital Improvements</b>			
01.40.90.8130	Flood Mitigation Assistance	51,824		2022 Chevy Silverado HD 2500 Work Truck
		51,324		2022 Chevy Silverado HD 2500 Work Truck
		51,674		2022 Chevy Silverado HD 2500 Work Truck
		12,650		2.0 cu yard salt spreader (qty 2) \$6325/ea
		37,950		2.0 cu yard salt spreader (qty 6) \$6325/ea
		18,975		2.0 cu yard salt spreader (qty 3) \$6325/ea
		25,200		Truck Side Harness Ultramount Plow (6) \$4200/ea
		8,600		Truck Side Harness Ultramount Plow (2) \$4300/ea
		4,500		Line-X Spray in Bedliner Textured (6) \$750/ea
		1,500		Line-X Spray in Bedliner Textured (2) \$750/ea
		27,750		G2 Series Liftgate 1300 lb Tommygate (6) \$4625/ea
				Emergency purchases due to the flood. Council approved 11.14.22. Funds to come from fund reserves.
5)	<b>Parks, Recreation &amp; Forestry - Park Maintenance</b>			
01.50.45.9950	Transfer Out	1,000,000		General Fund transfer to Solid Waste Fund for operations in FY23. Funds to come from fund reserves. Council approved 03.27.23.
01.50.45.9950	Transfer Out	350,000		General Fund transfer to Internal Service Fund (Fleet) for remaining operations in FY2023. Funds to come from fund reserves. Council approved 05.08.23.
<b>Change in Expenditures - Increase</b>			<b>1,655,022</b>	
<b>Total General Fund</b>				
<b>Reduction in Fund Balance</b>			<b>(1,520,622)</b>	

The effect on the General Fund from these amendments are as follows:

Original Adopted Budget (Deficit)	\$ (183,830)
Change in Budget Amendment #1	(98,285)
Balance after Budget Amendment #1	\$ (282,115)
Change in Budget Amendment #2	(2,467,763)
Balance after Budget Amendment #2	(2,749,878)
Change in Budget Amendment #3	(242,612)
Balance after Budget Amendment #3	(2,992,490)
<b>Change in Budget Amendment #4</b>	<b>(1,520,622)</b>
<b>Balance after Budget Amendment #4</b>	<b>(4,513,112)</b>

**FY23 Budget Amendment #4  
To Be Approved by City Council  
May 22, 2023**

**Fleet Maintenance Fund:**

<u>Account</u>	<u>Revenue Increase</u>	<u>Revenue Decrease</u>	<u>Description</u>
1) 02.4900            Transfer In	350,000		General Fund transfer to Internal Service Fund (Fleet) for remaining operations in FY2023. Funds to come from fund reserves. Council approved 05.08.23.
<b>Total Fleet Maintenance Fund Increase to Fund Balance</b>		<b>350,000</b>	

**Solid Waste Fund:**

<u>Account</u>	<u>Revenue Increase</u>	<u>Revenue Decrease</u>	<u>Description</u>
2) 08.4900            Transfer In	1,000,000		General Fund transfer to Solid Waste Fund for operations in FY23. Funds to come from fund reserves. Council approved 03.27.23.
<b>Total Solid Waste Fund Increase to Fund Balance</b>		<b>1,000,000</b>	

**Economic Development Retail Sales Tax Fund:**

<u>Account</u>	<u>Expenditure Increase</u>	<u>Expenditure Decrease</u>	
3) 11.45.78.6040    Events and Receptions	240,300		On 10.04.22, EDRST Board recommended approval of funding to Mannequins in the Loop, not to exceed \$25,000, and LSB, not to exceed \$215,300, for respective programs. Council approved 02.27.23. Funds to come from fund reserves.
4) 11.45.78.6040    Events and Receptions	25,000		On 04.06.23, EDRST Board recommended approval of funding to U City Farmer's Market, not to exceed \$25,000, for new programming and marketing. Council approved 04.24.23. Funds to come from fund reserves.
5) 11.45.78.8170    Façade Improvement Program	127,816		Funding for the Façade Improvement program. Funds to come from fund reserves.
<b>Total Economic Development Retail Sales Tax Fund Reduction to Fund Balance</b>		<b>(393,116)</b>	

**FY23 Budget Amendment #4  
To Be Approved by City Council  
May 22, 2023**

**Capital Improvement Sales Tax Fund:**

	<u>Account</u>		<u>Expenditure Increase</u>	<u>Expenditure Decrease</u>	
6)	12.40.90.8080	Street Construction	35,675		Westgate Ave project consulting services. To acquire temporary const. easements. Not part of original budget. Council approved 12.12.22.
7)	12.40.90.8040	Bridge Construction	167,302		Kempland Place Road Bridge engineering, design, and inspection costs. Amount is over original available funds to be reimbursed due to pricing increase of over 30%. Council approved 12.12.22. Funds to come from reserves.
<b>Total Capital Improvement Sales Tax Fund Reduction to Fund Balance</b>				<b>(202,977)</b>	

**Parks & Stormwater Sales Tax Fund:**

	<u>Account</u>		<u>Expenditure Increase</u>	<u>Expenditure Decrease</u>	
8)	14.50.90.8130	Flood Mitigation Assistance	418,450		As a result of the flood, the electrical system at Cent. Com. and Heman Park Pool was damaged. The costs to repair and replace electrical components. Council approved 02.27.23. Funds to come from fund reserves.
9)	14.50.90.8130	Flood Mitigation Assistance	58,950		As a result of the flood, fencing systems were damaged at both the Heman Park Pool and the Dog Park. Expense to repair and replace the damaged fencing. Funds to come from fund reserves. Council approved 05.08.23.
10)	14.50.90.8130	Flood Mitigation Assistance	56,012		As a result of the flood, pool lighting/electrical system at the Heman Park Pool was damaged. Expense to repair and replace the pool lighting and electrical system prior to the pool opening. Funds to come from fund reserves. Council approved 05.08.23.
<b>Total Parks &amp; Stormwater Sales Tax Fund Reduction in Fund Balance</b>				<b>(533,412)</b>	

***Resolution 2023 - 10***

**A RESOLUTION AMENDING THE FISCAL YEAR 2022-2023 (FY23)  
BUDGET – AMENDMENT # 4 AND APPROPRIATING SAID AMOUNTS**

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of University City, Missouri, that the Annual Budget for the fiscal year beginning July 1, 2022, was approved by the City Council and circumstances now warrant amendment to that original budget.

**BE IT FURTHER RESOLVED**, that in accordance with the City Charter, the several amounts stated in the budget amendment as presented, are herewith appropriated to the several objects and purposes named.

Adopted this 22nd day of May 2023.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Certified to be Correct as to Form:

\_\_\_\_\_  
City Attorney

