



MEETING OF THE CITY COUNCIL  
CITY OF UNIVERSITY CITY  
CITY HALL, Fifth Floor  
6801 Delmar Blvd., University City, Missouri 63130  
**Monday, October 9, 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**

1. September 11, 2023 Meeting Minutes
2. September 26, 2023 Study Session Minutes (Expanding Outdoor Dining)
3. September 26, 2023 Meeting Minutes

**F. APPOINTMENTS to BOARDS AND COMMISSIONS**

1. Charlene Temple is nominated to the Arts and Letter Commission as a fill by Councilmember Steve McMahon.
2. Nicole Baumgarten is nominated to the Green Practices Commission as a fill by Councilmember Steve McMahon.
3. Linda Fried is nominated to the Urban Forestry Commission as a fill in by Councilmember Bwayne Smotherson.

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

1. Susan Armstrong was sworn in to the Storm Water Commission on September 22<sup>nd</sup> in the Clerk's office.
2. Roger McFarland was sworn in to the Urban Forestry on September 29<sup>th</sup> in the Clerk's office.
3. Roger McFarland was sworn in to the Board of Appeals on September 29<sup>th</sup> in the Clerk's office.
4. Jane Zeni was sworn in to the Urban Forestry Commission on October 4<sup>th</sup> in the Clerk's office.

**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**

1. Liquor License – Colleen's Cookies, LLC. - 7337 Forsyth Blvd. 63105

**K. CONSENT AGENDA (1 voice vote required)**

1. Vehicle Purchase (Police) – (2) 2023 Dodge Charges
2. Liquor License – Colleen's Cookies, LLC. - 7337 Forsyth Blvd. 63105
3. Trivers Agreement Amendment
4. Navigate Contract Amendment

**L. CITY MANAGER’S REPORT – (voice vote on each item as needed)**

1. CUP-23-05 - A Conditional Use Permit (CUP) application to allow a Day Care Center in the “IC” Industrial Commercial District at 6523 Olive Boulevard.

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

None

**N. NEW BUSINESS**

**Resolutions (voice vote required)**

Resolution

None

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

1. **BILL 9528** – AN ORDINANCE AUTHORIZING THE CITY OF UNIVERSITY CITY, MISSOURI TO PARTICIPATE IN THE MISSOURI FIRE FIGHTERS’ CRITICAL ILLNESS TRUST AND POOL.
2. **BILL 9529** - AN ORDINANCE AMENDING SECTION 205.020 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO ADDITIONS, INSERTIONS, DELETIONS AND AMENDMENTS TO THE INTERNATIONAL FIRE CODE, 2018 EDITION, BY ADDING PROVISIONS ON PREMISES IDENTIFICATION FOR EDUCATIONAL GROUP BUILDINGS.
3. **BILL 9530** – AN ORDINANCE AMENDING SECTIONS 400.2130 AND 400.1140 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, RELATING TO THE MINIMUM OFF-STREET PARKING AND LOADING SPACE REQUIREMENTS AND MINIMUM LOT AREA REQUIREMENTS FOR EXISTING ELEVATOR APARTMENTS BUILDINGS IN THE “CC” CORE COMMERCIAL DISTRICT.

**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 October 6, 2023

**MEETING OF THE CITY COUNCIL**  
CITY OF UNIVERSITY CITY  
CITY HALL, Fifth Floor  
6801 Delmar Blvd., University City, Missouri  
63130  
**Monday, September 11, 2023**  
**6:30 p.m.**

**AGENDA**

**A. MEETING CALLED TO ORDER**

At the Regular Session of the City Council of University City held on Monday, September 11, 2023, Mayor Terry Crow, called the meeting to order at 6:30 p.m.

Mayor Crow stated that Ms. Kena Dean is filling in as Acting City Clerk in the absence of Ms. Reese

**B. ROLL CALL**

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

Councilmember Stacy Clay  
Councilmember Aleta Klein  
Councilmember Steven McMahon  
Councilmember Jeffrey Hales  
Councilmember Dennis Fuller  
Councilmember Bwayne Smotherson

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

Mayor Crow stated it has been 22 years since more than 3,000 people died on this day in a vicious terrorist attack. So, on behalf of his colleagues, this administration, and the residents of U City, he would like to send condolences out to the families of those who perished on 9/11, and those who have since succumbed to their injuries. The profound hope is that this country will never experience this kind of attack again. He stated that he would also like to express his deepest sympathies to the families of the three young men who died this past week in a car accident on Groby Road.

**C. APPROVAL OF THE AGENDA**

Hearing no amendments, Mr. Hales moved to approve the Agenda as presented, it was seconded by Mr. Clay, and the motion carried unanimously.

**D. PROCLAMATIONS - (Acknowledgement)**

None

**E. APPROVAL OF MINUTES**

1. August 14, 2023, Study Session – Pension Plans Update was moved by Mr. Clay, it was seconded by Mr. Fuller, and the motion carried unanimously, with the exception of Mr. McMahon, Mr. Clay, and Ms. Klein.
2. August 14, 2023, Regular Meeting Minutes were moved by Mr. McMahon, it was seconded by Mr. Hales, and the motion carried unanimously, with the exception of Mr. Clay.

**F. APPOINTMENTS TO BOARDS AND COMMISSIONS**

1. Mathew Emden is nominated for reappointment to the Green Practices Commission by Councilmember Stacy Clay, it was seconded by Mr. Smotherson and the motion carried unanimously.

2. Cynthia Zirwes is nominated for reappointment to the Library Board by Councilmember Stacy Clay, it was seconded by Mr. Hales and the motion carried unanimously.
3. Chris Cholley is nominated to the Park Commission as a fill-in by Councilmember Stacy Clay, it was seconded by Ms. Klein and the motion carried unanimously.
4. Roberta Stewart is nominated to the Senior Commission as a fill-in by Councilmember Stacy Clay. *(Nomination withdrawn)*
5. Jane Zeni is nominated to the Urban Forestry Commission as fill-in by Councilmember Stacy Clay, it was seconded by Mr. McMahon and the motion carried unanimously.
6. Suzanne Schoomer is nominated to the Green Practices Commission as a fill-in by Councilmember Stacy Clay, it was seconded by Mr. Fuller and the motion carried unanimously.
7. Susan Armstrong is nominated for appointment to the Stormwater Commission as a fill-in by Councilmember Bwayne Smotherson, it was seconded by Mr. Hales and the motion carried unanimously.

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

1. Christopher McManis was sworn into the Traffic Commission on August 25, 2023, in the Clerk's office.

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

***Procedures for submitting comments for Citizen Participation and Public Hearings:***

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.

Written comments must be received **no later than 12:00 p.m. on 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.

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**James Hoskins, 8026 Amherst Avenue, U City, MO**

Mr. Hoskins stated he has lived in U City since 1969, taught tennis at the high school for over 20 years, and until recently, has never had a problem with securing a tennis court. Most municipalities have established a charge for the use of their courts, which has resulted in the teaching pros and Pickleball users flocking to Heman Park making it almost impossible to get a court on Saturdays and Sundays. He stated back in '69 you had to pay for a daily or yearly pass to use U City's tennis courts, so maybe that practice should be reinstated. But since no one is adhering to the signs that have been posted, some type of monitoring system is needed to ensure that everyone gets an opportunity to play.

**Yvette Liebesman, 7570 Cornell Avenue, U City, MO**

Professor Liebesman stated after watching NAVIGATE's presentation on the Annex and Trinity renovations she has some serious concerns about the direction of this project.

She stated in her opinion, that even if the City had unlimited funds to spend on this building they would never be able to adequately address best practices associated with parking, the Sally Port, the single access points on the 5th floor, and the accessibility needs of residents. And the proposed reductions to meet the City's initial budget leave you with some unacceptable choices. If you eliminate the One-Stop-Shop, you'll be forgoing one of the major functions of this renovation which is to better serve U City residents. If you retain the Shop, you'll lose the second accessible entrance. And if you don't renovate Trinity the City won't be in compliance with the decree enforced on Ferguson. Furthermore, since NAVIGATE was led to believe that the Shop was a wish and not a necessity, there seems to be a serious disconnect between what Council finds important and what is being conveyed to NAVIGATE.

Councilmembers Hales and Clay believe the Shop is needed to truly serve residents. Councilmember McMahon believes there is a need to move the police out of the trailers without delay. Yet, the plan conveyed on April 22nd proposes a lower quality of materials for cells, moving the evidence room, and no changes to the unsafe Sally Port. And no one knows what the contractors are going to find when they open up the walls that may require additional cuts to remain within the allotted budget. So, there appears to be no way to renovate these buildings and satisfy what is fully needed from a government center that effectively serves its citizens.

Professor Liebesman urged the City to lose its emotional attachment to these beautiful buildings and focus on what would be the best use of these funds to give citizens everything they need in a government center. Because in her opinion, the fact that this building is located near the eastern edge of the City sends a message that The Loop holds a greater significance than the rest of the City; and that is not a good perception. She suggested that the City seriously consider asking NAVIGATE to provide them with a proposal for a newly constructed government center located closer to the center of the City. Professor Liebesman stated there is a potential location at 77 Olive, that based on the cost of Olivette's Center; \$14 million, would provide enough room for a state-of-the-art two-story, 37,000 square foot facility that could house admin offices, chambers, the police/fire departments, meet all of the City's needs, and give a strong perception of caring about the entire community. And even if the cost is \$18 million that would be \$16 million under budget from what is being proposed for this renovation. A portion of that surplus could be invested in City Hall; turning the 1st floor into an attractive space for receptions or other creative uses, and another portion could be used to install a police substation in The Loop.

#### **Bonnie Tesson, 7212 Shaftesbury, U City MO**

Ms. Tesson stated she has lived in U City for 42 years and has been a member of the Heman Park pool for 41 years. And while everyone appreciates the renovations that were made after the flood, and enjoyed the pool being open during this last session, it is a gem that was extremely under-utilized. She stated she realizes that the pandemic and flood had an extreme impact on the pool, which was beyond the City's control, but the hours of 12 p.m. to 6 p.m. were very limiting, prohibiting individuals who work during the day from accessing it in the evenings, and seniors from taking their traditional early morning swim. There was also no programming, like exercise or swim classes, summer camp, movie nights, teen nights, or the puppy pool party. As a result, some residents have gone to other communities that meet their needs and the Heman Park pool is losing members.

Ms. Tesson stated she was told that the limited hours were based on the unavailability of lifeguards. But the British Swim School is providing classes for Richmond Heights, and Midwest Pool Service; which provides the City's guards, also provides guards for Clayton, which is open until 8 p.m. every night. So, you don't necessarily have to hire more people to restart these services because these jobs can be contracted out. She stated U City residents should have the same amenities that all of their surrounding neighbors have. And thinks maybe a focus group or committee would be helpful in orchestrating a proactive movement over the winter and spring seasons to return the pool to being fully functional when it reopens again in May.

### **I. COUNCIL COMMENTS**

### **J. PUBLIC HEARINGS**

#### **1. CDBG Applications (FY2024)**

Mayor Crow opened the Public Hearing at 6:50 p.m., and after acknowledging that there were no written or oral comments the hearing was closed at 6:50 p.m.

### **K. CONSENT AGENDA - (1 voice vote required)**

- 1. CDBG Application (FY2024) Approvals**
- 2. LSBD Reimbursement – 4/20 Event**
- 3. Grounds Maintenance Services Extension - Turf & Athletic Fields**
- 4. Grounds Maintenance Services Extension – Landscape BMP**

5. Grounds Maintenance Services Extension – Parks Mowing
6. Grounds Maintenance Services Extension – ROW Mowing
7. Splash Sprayground Agreement – Heman Park
8. Navigate Agreement; FEMA - Centennial Commons and Central Garage Facilities

Mr. McMahon moved to approve Items 1 through 8 of the Consent Agenda, it was seconded by Mr. Hales, and the motion carried unanimously.

**L. CITY MANAGER’S REPORT - (Voice vote on each item as needed)**

None

**M. UNFINISHED BUSINESS - (Roll Call vote required for 2<sup>nd</sup> and 3<sup>rd</sup> readings)**

None

**N. NEW BUSINESS**

**Resolutions - (Voice vote required)**

None

**Bills - (No vote required for introduction and 1<sup>st</sup> reading)**

*Introduced by Councilmember McMahon*

1. **BILL 9525** – AN ORDINANCE AMENDING SECTION 130.580 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO NON-UNIFORMED EMPLOYEES' RETIREMENT SYSTEM BENEFIT ADJUSTMENTS, BY INCREASING MONTHLY BENEFITS TO RETIREES AND THEIR BENEFICIARIES OTHER THAN CHILDREN BY TWO PERCENT. Bill Number 9525 was read for the first time.

*Introduced by Councilmember Hales*

2. **BILL 9526** – AN ORDINANCE AMENDING SECTIONS 130.590 AND 130.600 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO NON-UNIFORMED EMPLOYEES' RETIREMENT SYSTEM BENEFITS ON TERMINATION OTHER THAN RETIREMENT OR DEATH, AND VESTING OF BENEFITS, RESPECTIVELY, BY DECREASING THE NUMBER OF YEARS OF SERVICE FOR VESTING OF BENEFITS FROM TEN YEARS TO FIVE YEARS. Bill Number 9526 was read for the first time.

*Introduced by Councilmember Fuller*

3. **BILL 9527** – AN ORDINANCE AMENDING SECTION 230.110 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO SOLID WASTE COLLECTION FEES AND BILLING, BY INCREASING REFUSE COLLECTION RATES ON ALL UNITS EXCEPT SINGLE-FAMILY UNITS. Bill Number 9527 was read for the first time.

**O. COUNCIL REPORTS/BUSINESS**

1. Boards and Commission appointments needed
2. Council liaison reports on Boards and Commissions  
Mr. Smotherson reported that there are two more concerts left in the Arts & Letters' Starlight Concert Series on September 17th and 24th.
3. Boards, Commissions, and Task Force minutes
4. Other Discussions/Business

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

**Jen Jensen, 706 Pennsylvania, U City, MO**

Ms. Jensen thanked the City for restoring the pool after the flood. She then expressed her concurrence with Ms. Tesson's comments and noted some additional concerns documented in a report she provided to Council, which included 80 signatures supporting the following requests:

- That the City reinstates its swim and water safety programs that provide life-saving skills for adults, teens, and babies; which she has taught for 10 years;
- The City reinstates its exercise classes and early morning swims;
- That the City extend the pool's hours of operation, and
- The City reinstates its swim classes at the Natatorium

Ms. Jensen stated U City has a long history of providing swimming classes for its residents that she would passionately plead to be restored. And since she does not recall seeing any member of Council at the pool, she thinks that support would add a boost of enthusiasm to the residents who have faithfully supported this facility.

**Steve Glickert, 7750 Blackberry, U City, MO**

Mr. Glickert stated while he would agree that the hours of operation for the pool should be extended, he is here tonight to revisit the City's zoning problems, which seem to be intensifying. The seventy-three (73) vehicle violations all located in a six-block area and depicted in the photos sent to this administration today; demonstrate the City's failure to address these problems.

He stated for five years Mr. Rose has espoused a multitude of excuses for why nothing has been done. And Mr. Smotherson, who took an oath to uphold the City's Charter and Ordinances; where have you been? After being notified about specific issues; per your request, it took over a month to have the truck on Plymouth removed. The truck on Becker and Olive sat there so long that it left a permanent stain on the pavement. The commercial and unlicensed vehicles that two residents on Appleton have been complaining about for six months are still there. The unlicensed Jeep that a resident on Mt. Olive said has been sitting on her street for two years is still there. The trash in the 6700 block of Bartmer reported to you by Mr. Sullivan several weeks ago is still there. You've done nothing about the School District's suggestion to replace Ferguson School because of poor lighting, or the tall grass around the entire perimeter of Pershing School. And you were absent when the residents on Kingdel needed you to enforce an ordinance that you approved regarding construction traffic in their neighborhood. But I guess you're more interested in cleaning up the alleys with Operation Clear Path; a PR promotion that lasted two weeks, and getting your 3rd Ward T-shirt, than performing the duties people in U City voted you into office to perform. Perhaps, they should put a picture of these derelict vehicles on the back of that T-shirt because that would really illustrate what you've done.

**Vera Carter-Smith, 8505 Elmore, U City, MO**

Ms. Carter-Smith stated she has been a resident of the 3rd Ward since 1953 and has grave concerns about her neighborhood's environment. She stated she has seen underwear hanging from clotheslines in front yards, houses painted with purple paint, and now this disease has spread to her neighborhood. Landlords only interested in generating income, that fails to screen occupants because they could care less about who they put in these houses or what they're doing. And on August 29th, her neighbor at 8501 Elmore; who is also a renter, installed 8-foot poles around his backyard, hung a tarp up, and appears to be running some kind of business out of his house.

Ms. Carter-Smith stated she has sent at least ten emails about these activities to various City departments. So, what are residents supposed to do? She stated when she moved in she received information on the guidelines and ordinances related to residential property, but it appears as though this practice has either been discontinued or ignored. She stated she is a senior who wants to remain in her home and hopes that the TIF resources set aside for the 3rd Ward will be instrumental in helping her accomplish that goal.

**Q. COUNCIL COMMENTS**

Mr. Smotherson stated he missed the meeting on August 22nd, and after hearing Mr. Sweeney's suggestion to remove the Trinity Building from this renovation project, he responded by asking him several questions that he would like to put on the record.

**Q. Why do you think removing Trinity would result in cost-savings to the City?**

**A.** *The value of the Trinity Building remodel was bid at \$7,684,660, and there is another \$2 million plus of site work associated with parking for the Courts. This was deemed to be an option to get the project back to the \$24 million with limited impact on the current Annex design. It would, however, remove the Court program from the project.*

**Q. Can you verify the final cost of the Olivette Government Center, which is a two-story, 36,980-square-foot building on a 3-acre site? The building houses the City's administration office, Council chambers, police, and fire departments. The structure is a combination of steel and masonry. The exterior skin is comprised of cast stone, brick, EIFS exterior storefront, curtain wall, and architectural sheet metal. The site has many MSD BMPs integrated into it, including a bio-retention basin, a downstream defender unit as part of the site, utilities, and pervious pavers in the parking areas.**

**A.** *Olivette had a total program budget of \$13 million. (He also provided comparable numbers about the 2024 inflated rate.)*

Mr. Smotherson stated he certainly does not have all of the answers, but what he does know is that Council desires to use this \$24 million to achieve the best that it can for the Police Department, City, and City government. And he thinks that in order to move forward, it will be critical to get the numbers for new construction so that it can be compared to the cost of this renovation.

Mayor Crow thanked Ms. Dean for filling in as the Acting City Clerk this evening.

He stated that he would like to join Councilmembers McMahon and Fuller in thanking everyone for their participation in the Bike Tour on Sunday, in celebration of 100 years of parks. Special thanks go out to the organizers, Mark Winer, Mike Kimzey, and Judy Prange, as well as the Police Department for their efforts to keep everyone safe.

**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.

Mr. Fuller moved to close the Regular Session and go into a Closed Session, it was seconded by Mr. Hales.

Roll Call Vote Was:

**Ayes:** Mr. Hales, Mr. Fuller, Mr. Smotherson, Mr. Clay, Ms. Klein, Mr. McMahon, and Mayor Crow.

**Nays:** None.

**S. ADJOURNMENT**

Mayor Crow thanked everyone for their participation and closed the Regular Session at 7:17 p.m. to go into a Closed Session on the second floor. The Closed Session reconvened in an open session at 7:59 p.m.

LaRette Reese, MRCC  
City Clerk



**STUDY SESSION**  
**Expanded Outdoor Dining**  
CITY HALL, Fifth Floor  
6801 Delmar Blvd., University City, Missouri 63130  
**Monday, September 26, 2023**  
6:00 p.m.

**AGENDA**

*(Please be advised due to technical difficulties, no audio recording is available for this meeting)*

**1. MEETING CALLED TO ORDER**

At the Study Session of the City Council of University City held on Monday, August 14, 2023, Mayor Pro Tem Smotherson, called the meeting to order at 6:00 p.m.

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

Councilmember Stacy Clay;  
Councilmember Aleta Klein  
Councilmember Steven McMahon;  
Councilmember Jeffrey Hales (*excused*)  
Councilmember Dennis Fuller  
Mayor Terry Crow (*excused*)

Also in attendance were City Manager, Gregory Rose; City Attorney, John F. Mulligan, Jr.; and Derek Deaver, Chair of Loop Special Business District.

**2. CHANGES TO REGULAR AGENDA**

None

**3. EXPANDED OUTDOOR DINING**

Mr. Rose introduced Derek Deaver, Chair of the Loop Special Business District, who came to speak on expanding the outdoor dining policy. Mr. Deaver proposed expanding the option for outdoor dining from a few months of the year to year around as long as the weather permitted. He stated there are several vacancies in the Loop and perhaps the expanding dining could increase business. In his experience, since COVID, people enjoy and some even prefer to be out in the open air. Those restaurants that have participated to date found the additional seating to successful. He stated that in the past parking had been in issue, but he believes that issues no longer exist. He also stated the majority of business are in favor of the expanded policy.

He proposed an upgraded look, with uniformed fencing and maybe a central color scheme. Business could have their logo's visible on the fencing, making it more inviting.

Councilmember Clay stated that he would like to see nicer parklets for the outdoor spaces.

**Q.** What is the funding source would be?

**A.** 50% would come from the business and 50% would come from LSBD

Councilmember Klein stated she would like to see more businesses participate.

**Q.** Why would a business not want to join/participate?

**A.** No negative feedback has been received; the owners like it and patio business is up 20%

Pro Tem Smotherson asked if thought had been given to have heaters and/or a type of covering?

**A.** He stated some type of heater might be nice. No covering or awing have been discussed

Councilmember Fuller stated he would like the cement blocks removed, a uniformed fencing with the primary difference being the business logos.

**4. ADJOURNMENT**

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

LaRette Reese  
City Clerk, MRCC

DRAFT

MEETING OF THE CITY COUNCIL  
CITY OF UNIVERSITY CITY  
CITY HALL, Fifth Floor  
6801 Delmar Blvd., University City, Missouri 63130  
TUESDAY, September 26, 2023  
6:30 p.m.

**AGENDA**

*(Please be advised due to technical difficulties, no audio recording is available for this meeting)*

**A. MEETING CALLED TO ORDER**

At the Regular Session of the City Council of University City held on Monday, September 26, 2023, Mayor Pro Tem Bwayne Smotherson, called the meeting to order at 6:30 p.m.

**B. ROLL CALL**

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

Councilmember Stacy Clay  
Councilmember Aleta Klein  
Councilmember Steven McMahon  
Councilmember Jeffrey Hales (*Excused*)  
Councilmember Dennis Fuller

Also in attendance were City Manager, Gregory Rose and City Attorney, John F. Mulligan, Jr. and Amanda Trumper of Trivers.

**C. APPROVAL OF THE AGENDA**

Hearing no amendments, Mr. Fuller moved to approve the Agenda as presented, seconded by Mr. Clay, and the motion carried unanimously.

**D. PROCLAMATIONS - (Acknowledgement)**

1. Gary Boyd – Inductee to the 2023 University City High School Hall of Fame

Mayor Pro Tem Smotherson stated that Mr. Boyd is the host the popular T.V. show; “Them Yo People” congratulated Mr. Boyd on being inducted into the University City High School Hall of Fame.

**E. APPROVAL OF MINUTES**

1. August 22, 2023, Special Meeting Minutes were moved by Mr. McMahon, seconded by Mr. Fuller, and the motion carried unanimously, with the exception of Mr. Smotherson.

**F. APPOINTMENTS TO BOARDS AND COMMISSIONS**

1. Olivia Steely is nominated for appointment to the Arts and Letters Commission as a fill in by Councilmember Jeff Hales, it was seconded by Ms. Klien and the motion carried unanimously.
2. Roger McFarland is nominated for appointment to the Board of Appeals as a fill in by Councilmember Steve McMahon, it was seconded by Mr. Fuller and the motion carried unanimously.
3. Renau Bozarth is nominated for appointment to the Loop Special Business District a fill in by Mayor Terry Crow, it was seconded by Mr. McMahon and the motion carried unanimously.
4. Roger McFarland is nominated for appointment to the Urban Forestry Commission as a fill in by Mayor Terry Crow, it was seconded by Ms. Klien and the motion carried unanimously.

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

1. Suzanne Schoomer was sworn into the Green Practices Commission at tonight's meeting.

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

***Procedures for submitting comments for Citizen Participation and Public Hearings:***

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**Bill Chilton, 7141 Delmar Blvd., U City, MO**

Mr. Chilton shared comments regarding Civic Plaza Annex and Trinity building renovations. A copy of his comments is attached.

**Patricia McQueen, 1132 George Street, U City, MO**

Ms. McQueen expressed her concerns with moving plan forward regarding the Police Station and One-Stop-Shop projects. She shared it might be a good time to review the plan from beginning.

**Jerrold Tiers, 7345 Chamberlain, U City, MO**

Mr. Tiers shared comments regarding the plans for the new Police and Courts project. A copy of his comments is attached.

**Patrick Fox, 1309 Purdue Ave. U City, MO**

Mr. Fox briefly shared comments regarding Annual Property Tax Rates. He requested that staff double check the numbers in the Resolution 2023-15 were correct. Finance Director, Keith Cole confirmed the numbers were accurate.

**I. COUNCIL COMMENTS**

**J. PUBLIC HEARINGS**

1. 2023 Annual Property Tax Rates

Mayor Pro Tem Smotherson opened the Public Hearing at 6:49 p.m.; and after acknowledging that all written comments had been provided to Council, the hearing was closed at 6:52 p.m.

**K. CONSENT AGENDA - (1 voice vote required)**

1. Jack Buck Athletic Field Restoration Agreement

Councilmember Clay moved to approve the Consent Agenda, it was seconded by Councilmember McMahon, and the motion was carried unanimously.

**L. CITY MANAGER'S REPORT - (Voice vote on each item as needed)**

1. One-Stop-Shop (DISCUSSION ONLY)

Assistant City Manager Rajaye Smith informed everyone that the residential survey would be coming in the near future. He asked everyone to be on the lookout for more information.

City Manager, Rose stated that Council had expressed a desire to maintain a type of one-stop-shop for citizens as part of the renovation project. He asked Amanda Trumper of Trivers to review the clerk counter options contained in the agenda packet. Ms. Trumper reviewed three options for housing the one-stop-shop clerk counter on the first floor of City Hall using some existing materials; while not disturbing the historic properties of the building. She highlighted these options could offer a centralized location for citizens to conduct business with Public Works, Planning and Development and Finance.

**M. UNFINISHED BUSINESS - (Roll Call vote required for 2<sup>nd</sup> and 3<sup>rd</sup> readings)**

1. **BILL 9527** – AN ORDINANCE AMENDING SECTION 230.110 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO SOLID WASTE COLLECTION FEES AND BILLING, BY INCREASING REFUSE COLLECTION RATES ON ALL UNITS EXCEPT SINGLE-FAMILY UNITS.

Councilmember McMahon moved to approve, it was seconded by Councilmember Fuller.  
Roll Call Vote Was:

**Ayes:** Councilmember Klein, Councilmember McMahon, Councilmember Fuller, Councilmember Clay, and Mayor Pro Tem Smotherson.

**N. NEW BUSINESS  
Resolutions - (Voice vote required)**

1. **Resolution 2023-15** – 2023 Property Tax Rates

Councilmember McMahon moved to approve, it was seconded by Councilmember Klein, and the motion was carried unanimously.

**Bills - (No vote required for introduction and 1<sup>st</sup> reading)  
NONE**

**O. COUNCIL REPORTS/BUSINESS**

1. Boards and Commission appointments needed
2. Council liaison reports on Boards and Commissions

Mayor Pro Tem Smotherson reported that this past Sunday was the final concert in this season's Arts and Letters series. The concerts were a big success and well attended.

3. Boards, Commissions, and Task Force minutes
4. Other Discussions/Business

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

**Q. COUNCIL COMMENTS**

Councilmember Clay wished his daughter Lucy a very birthday.

**R. EXECUTIVE SESSION - (Roll call vote required)**

**S. ADJOURNMENT**

Councilmember McMahon moved to close the Regular Session, it was seconded by Councilmember Fuller, and the motion carried unanimously.

Mayor Pro Tem Smotherson thanked everyone for their attendance and closed the Regular City Council meeting at 7:18 p.m.

LaRette Reese  
City Clerk, MRCC



My name is Bill Chilton. I live at 7141 Delmar Boulevard.

I am an architect with expertise in historic renovation. For nine years I was a member of the University City Historic Preservation Commission.

In 2005, while I was working for Trivers Associates, I was the project architect for the renovation of this City Hall. The City Hall renovation project resulted in the building being LEED Certified – meaning it was certified to be an environmentally sound building. Our City Hall was the first municipal building to become LEED-Certified in the State of Missouri.

The bid for the proposed work on the City Hall annex and the old library building, both part of our historic Civic Plaza, came in substantially over budget. In this post-COVID environment this multi-million-dollar cost overrun is not surprising. Contractors are very busy. They regularly avoid bidding, or vastly overbid, on any project that appears risky, including any project with penalty clauses.

The consultant to Trivers, Navigate, has provided recommendations for cost-cutting and value engineering. These recommendations should be analyzed closely by the Council. It would be appropriate to request a detailed cost estimate including the historical data and source of individual items.

We are still in an economy where key equipment and components have incredibly long lead items. With this in mind it is my opinion that the Council should re-evaluate having the police station at this location. I cannot stress strongly enough that it will be difficult to value-engineer \$11.4 million dollars out of this budget and complete this project as envisioned. Better to cut our losses and begin again on a new vision.

I would also like to address part of this proposed project which has concerned me since long before the Paric bid was received – and that is the proposed fence in a large part of our Civic Plaza.

This eight-foot-tall fence is approximately 676 feet long - that is the length of about two football fields. It will compete, visually, with the buildings and Civic Plaza, and is a gross intrusion on the Beaux Arts planning for the Civic Plaza. Per the fence manufacturer, the fence is industrial. It is not appropriate for the Civic Plaza. The current Civic Plaza promotes circulation and access to the public. This fence discourages that.

I ask that this Council look very closely at the fence design, height and placement on the site and imagine how it will be perceived by residents and visitors. The proposed fence cordons off and completely bisects the Civic Plaza and would remove an area of approximately 29,324 square feet, the size of one-half of a football field, from the Civic Plaza and therefore from the citizens of University City. This fence will transform the site and communicate that the site is a penitentiary.

If this project moves forward, the fence could be removed from the project, and be installed later if deemed necessary.

At the very least, if this project moves forward, I suggest that a few hundred dollars be spent to construct and install a mock-up of the fence so that everyone can know how it will look.

Thank you for considering my comments and concerns.

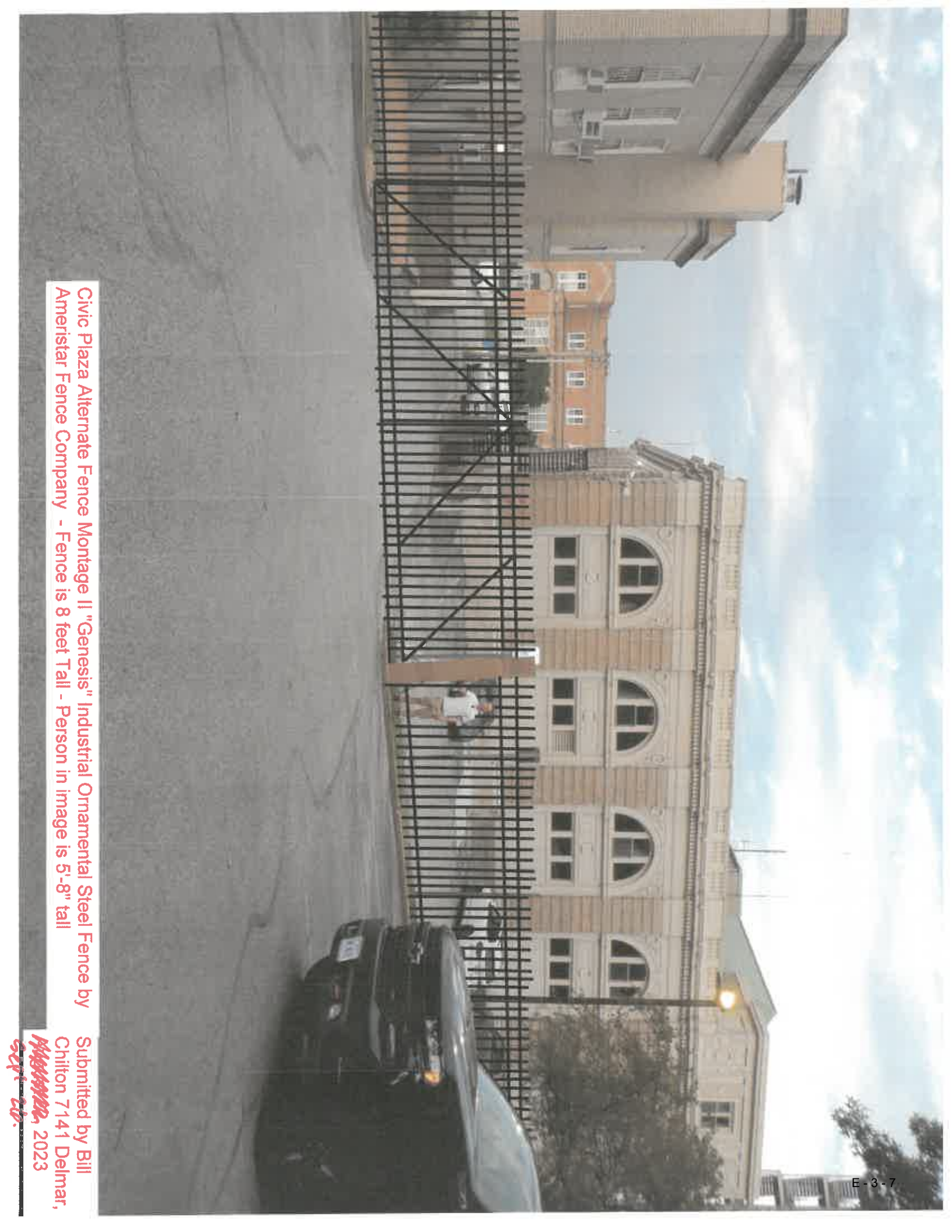
I ask that these comments and the four attached photos be included as part of the official record.



Civic Plaza Alternate Fence Montage II "Genesis" Industrial Ornamental Steel Fence by Ameristar Fence Company - Fence is 8 feet Tall - Person in image is 5'-8" tall

Submitted by Bill  
Chilton 7141 Delmar,  
~~Washington~~, 2023  
Sept 26





Civic Plaza Alternate Fence Montage II "Genesis" Industrial Ornamental Steel Fence by Ameristar Fence Company - Fence is 8 feet Tall - Person in image is 5'-8" tall

Submitted by Bill  
Chilton 7141 Delmar,  
~~Philadelphia~~, 2023

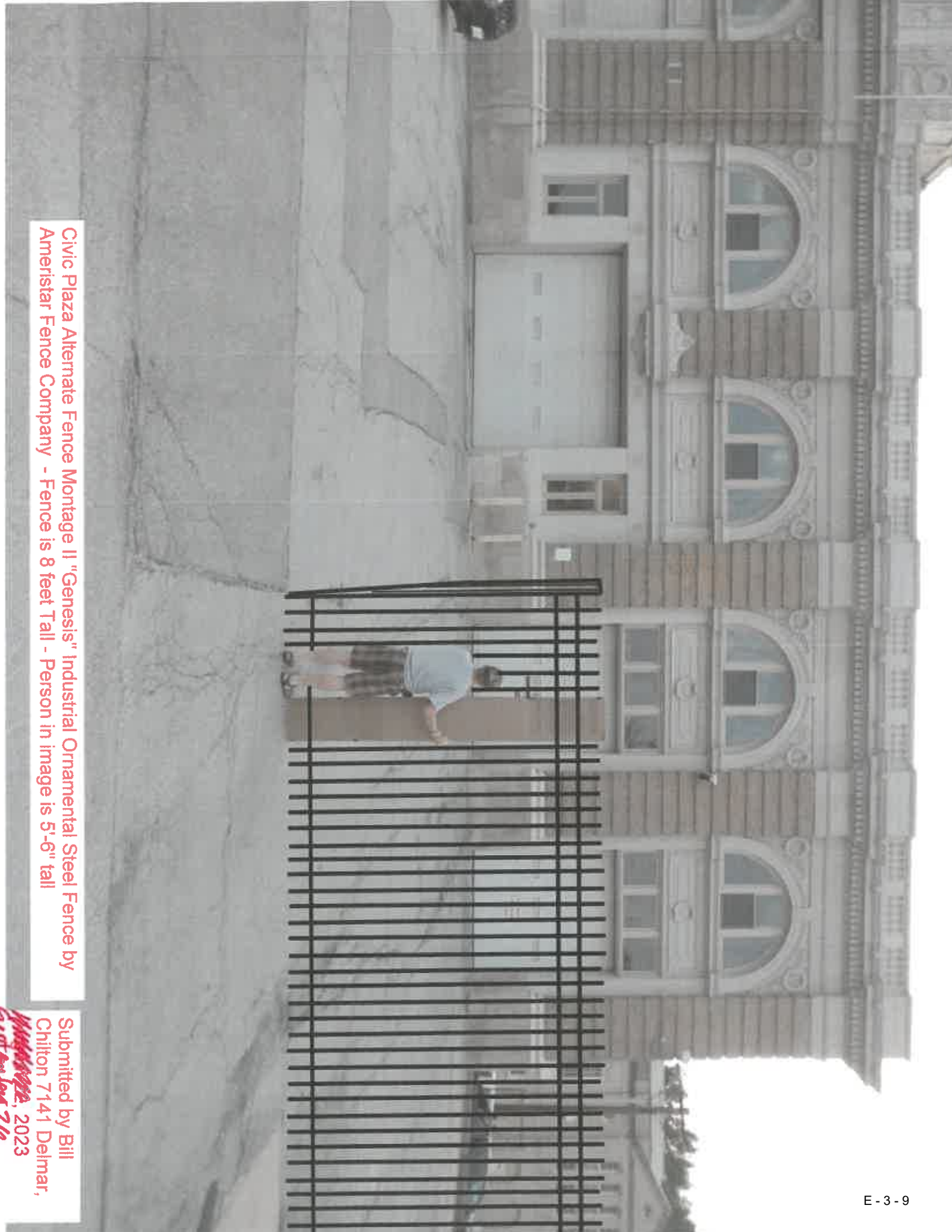
*SCP 28.*



Civic Plaza Alternate Fence Montage II "Genesis" Industrial Ornamental Steel Fence by Ameristar Fence Company - Fence is 8 feet Tall - Person in image is 5'-8" tall

Submitted by Bill  
Chilton 7141 Delmar,  
November 2023

*Supervisor 26*



Civic Plaza Alternate Fence Montage II "Genesis" Industrial Ornamental Steel Fence by Ameristar Fence Company - Fence is 8 feet Tall - Person in image is 5'-6" tall

Submitted by Bill  
Chilton 7141 Delmar,  
Imperial, 2023  
sup@ambow.com



Jerrold Tiers

7345 Chamberlain

I am concerned about the existing City plans for the Police Department, Courts, and Council chambers.

The City wants to put the Police Department into the "annex" building, and move the courts and Council chambers to the old Library. This has a huge cost over-run from the original plan, now totaling about \$36 million. The very capable folks at "Navigate" who looked at this were only able to reduce this huge cost significantly by removing key features of the original plan, reducing to about \$24 million.

What I recently learned, is that Olivette constructed a building housing their entire government; Police department, Fire Department, City administration, City Council chamber, Courts, and Court offices plus public meeting rooms for millions less than our original estimate. The parking lot even used pervious paving. The building is a two story building, about 36,000 square feet. That is larger than the recommended square footage for Police from the Space Needs Study, and larger than the Annex, yet it was many millions lower in cost than even the reduced plan using the Annex.

The Olivette center is quite an attractive building, I have been in it, it is classy and professional inside and out. It has no ugly security fence. The Police "sally port" is in the rear, away from the public. There is one stop access to all services including the courts. It meets security and "Ferguson" requirements.

Olivette was able to do this using a bond issue for only \$13.5 million just a few years ago, including purchase of land, and design costs. That is about one third of the bloated bid estimate this Council received for their existing plan. The Olivette building, by contrast, came in under budget.

Does the Administration and Council of University City consider that it is a reasonable and prudent use of taxpayer money to pay millions more than the cost of the entire Olivette City Center building to house fewer departments? That does not make any sense.

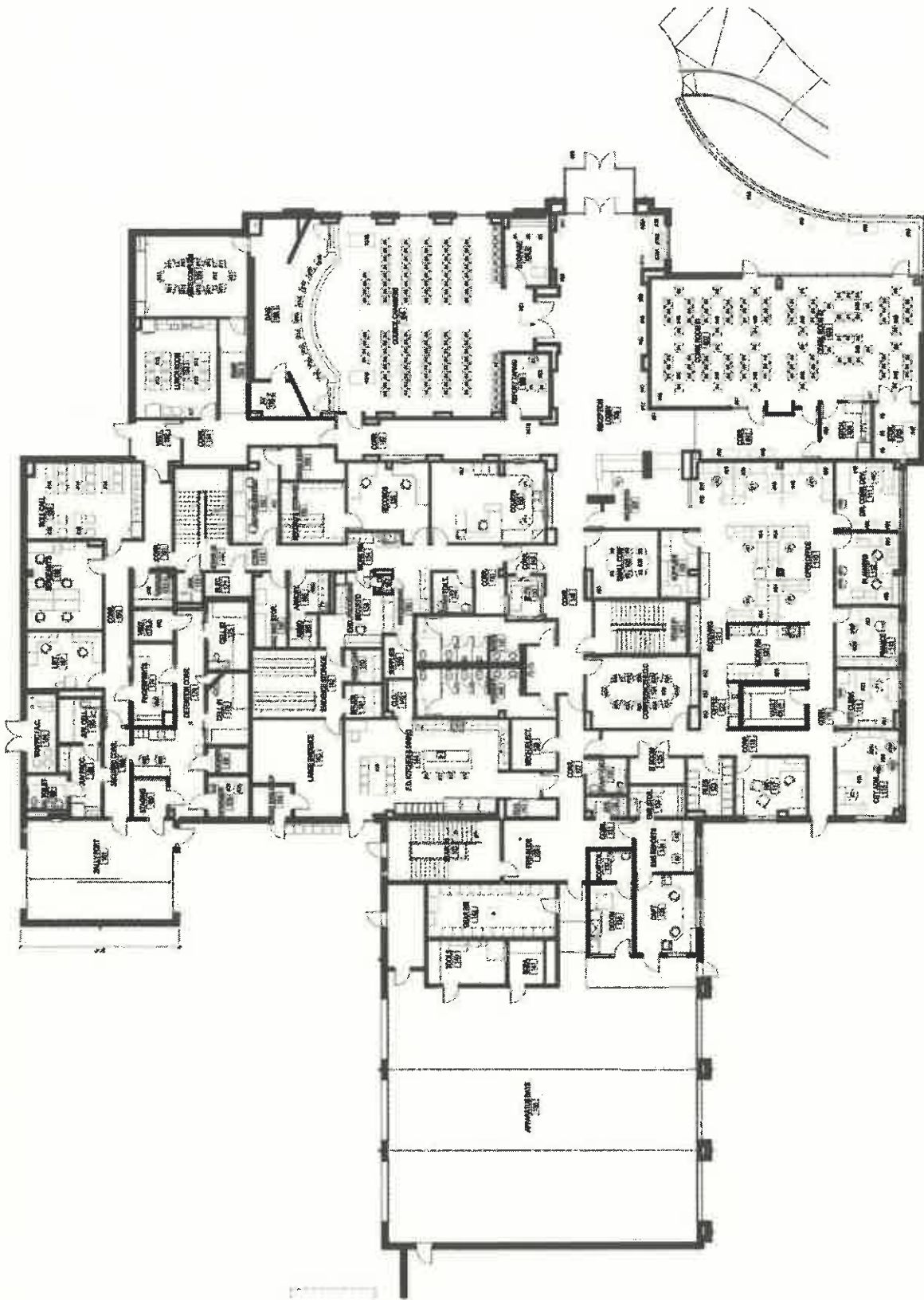
I understand that costs have gone up, but to my engineering mind, our plan is wasteful and foolish. It seems based on an absolute cast iron requirement to house the Police in the Annex, regardless of cost.

If Olivette can build a new 36,000 square foot building to house everything for \$13.5 million, I suggest it is possible for us to house fewer departments, in new construction, for a reasonably similar amount, despite increased costs of construction and a larger Police force. It is not intelligent or responsible to spend \$10 million more, to get less. The example of Olivette cannot be ignored or dismissed, since it was designed and constructed at about the same time as our plans and estimates.

It is time to reconsider our entire plan, to get a handle on this out-of-control cost and spending. I suggest that the current plan must be scrapped, it simply does not look savable or worth saving.

Navigate must be a part of developing a more reasonable plan. What we are now blundering toward doing is simply not fiscally responsible, given the example of Olivette. We must drop the demand to use the annex. New construction, and even a new location, must be on the table for the new plan.

I have attached floor plans of the Olivette building to my statement, for reference, and would like this to be included in the record.









**From:** [Wanda Ware](#)  
**To:** [Council Comments Shared](#)  
**Subject:** Comment/question for council meeting 9-26-2023  
**Date:** Tuesday, September 19, 2023 9:36:09 PM

---

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

Dear Ms LaRette Davis, City Clerk

I have a great concern for the sink hole located at the intersection of Olive Blvd. and Pennsylvania Avenue. My automobile was damaged on August 6 approximately 9:00 pm, while the sink hole did not have barricades or warnings of the danger ahead. This sink hole has been there since Sunday, August 6, 2023, and as of Tuesday, September 19, 2023 has not been repaired or covered. I have contacted MODOT and they recommended that I contact the Water Company, which I have done because it was their busted water pipe that caused the sink hole. I would like to know when University City is going to get involved and have this issue resolved? It is an eye sore and very dangerous. I was told and know that University City is not involved in my claims, but I would like to know who is responsible for making these corrections and our streets safe. Please advise me who is responsible for the reimbursement for the repaired damages to my automobile. Thank you for your assistance.

Sincerely,

*Wanda N Ware  
1465 Forest Green Ct  
St. Louis, MO 63130  
Resident since 1986*

**From:** Robert Mitchell <rcmitch@sbcglobal.net>  
**Sent:** Friday, September 22, 2023 11:10 AM  
**To:** Council Comments Shared  
**Subject:** 2023 Tax Rate Agenda

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

One thing missing from the Agenda for the Tax Rate Meeting is what the current 2022 tax rates are. Can this be added to the agenda or can you respond to me directly with the current rates.

Bob Mitchell  
8055 Teasdale Ave.

Sent from my iPhone

**From:** Robert Mitchell <rcmitch@sbcglobal.net>  
**Sent:** Monday, September 25, 2023 8:11 PM  
**To:** Council Comments Shared  
**Cc:** Jeff Hales  
**Subject:** Fw: 2023 Tax Rate Agenda

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

I have one comment for the hearing on the 2023 Tax Rate.

The Notice states that "The tax rates shall be set to produce substantially the revenue required to be provided from property tax as set forth in the annual adopted budget. This levy is subject to change pending action of the City Council." It seems to me that this is backwards, shouldn't the budget be based on the available revenue instead of setting the tax rate to meet budget? This certainly creates the opportunity to have runaway spending and therefore taxes.

It is not going to change anything for this hearing, but I would hope that in the future our leaders would match spending to available revenues instead of revenues to spending.

Bob Mitchell  
8055 Teasdale Avenue  
----- Forwarded Message -----  
**From:** Robert Mitchell <rcmitch@sbcglobal.net>  
**To:** "councilcomments@ucitymo.org" <councilcomments@ucitymo.org>  
**Sent:** Friday, September 22, 2023 at 11:10:12 AM CDT  
**Subject:** 2023 Tax Rate Agenda

One thing missing from the Agenda for the Tax Rate Meeting is what the current 2022 tax rates are. Can this be added to the agenda or can you respond to me directly with the current rates.

Bob Mitchell  
8055 Teasdale Ave.

Sent from my iPhone

**From:** [Tom Sullivan](#)  
**To:** [Council Comments Shared](#)  
**Subject:** COUNCIL COMMENTS, 9.26.23  
**Date:** Tuesday, September 26, 2023 11:28:13 AM

---

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

**COMMENTS OF TOM SULLIVAN  
751 SYRACUSE, U.CITY, MO 63130  
CITY COUNCIL MEETING, 09.26.23**

At a recent meeting of the Third Ward Revitalization Committee, it was stated by the committee chair, Byron Price, he did not think anyone outside the Third Ward should be having anything to say about the revitalization plans for the ward. This came after speakers from the First and Second Wards made comments at the meeting. I thought that was a surprising thing to say, especially since the considerable funds planned for the Third Ward essentially come from all University City citizens and taxpayers.

Perhaps when sending out meeting notices for the committee, it should be noted that comments are not welcome from residents outside the Third Ward.

Thank you for accepting my comments.

**CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM**



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>PH20231009-01</b>
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<b>SUBJECT/TITLE:</b> Liquor License for Colleen's Cookies, LLC. - 7337 Forsyth Blvd. 63105			
<b>PREPARED BY:</b> Keith Cole - Director of Finance		<b>DEPARTMENT / WARD</b> Finance / All	
<b>AGENDA SECTION:</b>	Public Hearing	<b>CAN ITEM BE RESCHEDULED?</b>	Yes
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b> N/A			
<b>FISCAL IMPACT:</b> None			
<b>AMOUNT:</b>	N/A	<b>ACCOUNT No.:</b>	N/A
<b>FROM FUND:</b>	N/A	<b>TO FUND:</b>	N/A
<b>EXPLANATION:</b> Colleen's Cookies, LLC. has applied for Malt Liquor not in Excess of 5% beer and 14% wine, By the Drink, Retail liquor license, including Sunday Liquor License.			

<b>STAFF COMMENTS AND BACKGROUND INFORMATION:</b> The Applicant / Managing Officer is Colleen Thompson. A background check / investigation by the Police Department revealed no disqualifying information. Department Approval has been granted from all necessary departments. Recommendations from University City citizens were obtained. Petition from business owners within a radius of 200 feet is included. A current Certificate of No Sales Tax Due issued by the Missouri Department of Revenue was received relative to the business. 2022 personal property tax record for the applicant indicates payment of taxes. Current voter registration documentation for the applicant was provided.
---

<b>CIP No.</b>	
<b>RELATED ITEMS / ATTACHMENTS:</b> N/A	

<b>LIST CITY COUNCIL GOALS (S):</b> N/A			
<b>RESPECTFULLY SUBMITTED:</b>	City Manager, Gregory Rose	<b>MEETING DATE:</b>	October 9, 2023



**CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM**



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>CA20231009-01</b>
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<b>SUBJECT/TITLE:</b> Police Department purchase of Two 2023 Dodge Chargers			
<b>PREPARED BY:</b> Chief Larry Hampton		<b>DEPARTMENT / WARD</b> Police Department	
<b>AGENDA SECTION:</b>	Consent	<b>CAN ITEM BE RESCHEDULED?</b>	No
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b> City Managers recommends approval.			
<b>FISCAL IMPACT:</b> Fleet Replacement necessary. Funding was allocated and approved for F.Y. '24 in C.I.P. for a total of \$105,000.00 to cover these purchases.			
<b>AMOUNT:</b>	\$86,582	<b>ACCOUNT No.:</b>	#30-20-90-8200
<b>FROM FUND:</b>	CIP Vehicles & Equip #30-20-90-8200	<b>TO FUND:</b>	CIP Vehicles & Equip
<b>EXPLANATION:</b> The Police Department is requesting the purchase of two 2023 Dodge Chargers. It will be in replacement of two 2016 Ford Taurus's.			

<b>STAFF COMMENTS AND BACKGROUND INFORMATION:</b> NRRoute LLC. quoted the department \$78,098 to purchase two 2023 Dodge Chargers plus the outfitting amount from Defender Production Solutions of \$8,484 for equipment and installation. This totals \$86,582 for the entire purchase.
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<b>CIP No.</b>	
<b>RELATED ITEMS / ATTACHMENTS:</b> Vehicle and Equipment quotes attached	

<b>LIST CITY COUNCIL GOALS (S):</b> Public Safety Prudent Fiscal Management	
<b>RESPECTFULLY SUBMITTED:</b>	City Manager, Gregroy Rose
<b>MEETING DATE:</b>	10/9/2023

**CORWIN CHRYSLER DODGE JEEP RAM**  
**3306 E KEARNEY ST**  
**SPRINGFIELD, MO 658035013**

**Priced Order Confirmation (POC)**

**Date Printed:** 2023-09-01 6:03 PM **VIN:** 2C3CDXAT7PH541589 **Quantity:** 01  
**Estimated Ship Date:** 2023-03-03 2:00 AM **VON:** 57540221 **Status:** KZ - Released by plant and invoiced  
**Date Ordered:** 2022-11-02 6:08 PM **Ordered By:** S87395N **FAN 1:**  
**FAN 2:**  
**Client Code:**  
**Bid Number:** TB3129  
**PO Number:** Q430

**Sold to:** CORWIN CHRYSLER DODGE JEEP RAM (45581)  
3306 E KEARNEY ST  
SPRINGFIELD, MO 658035013

**Ship to:** CORWIN CHRYSLER DODGE JEEP RAM (45581)  
3306 E KEARNEY ST  
SPRINGFIELD, MO 658035013

**Vehicle:** 2023 CHARGER POLICE RWD (LDDE48)

	Sales Code	Description	MSRP(USD)
<b>Model:</b>	LDDE48	CHARGER POLICE RWD	43,085
<b>Package:</b>	26A	Customer Preferred Package 26A	0
	EZH	5.7L V8 HEMI MDS VVT Engine	0
	DFK	8-Spd Auto 8HP70 Transmission	0
<b>Paint/Seat/Trim:</b>	PAU	Granite Pearl Coat	95
	APA	Monotone Paint	0
	*C8	HD Cloth Bucket & Rear Bench Seats	0
	-X9	Black	0
<b>Options:</b>	GXQ	Additional Non-Key Alike Fobs	170
	LNF	Black Left Spot Lamp	235
	LNK	LED Spot Lamps	150
	3AH	Price Protection - Code H	0
	NAS	50 State Emissions	0
	AWC	Fleet Safety Group	395
	TBH	Full Spare Tire Relocation Bracket	165
	TYL	245/55R18 BSW Performance Tires	200
	CKD	Floor Carpet	140
	W8A	18" Wheel Covers	45
	4NU	Fuel Fill/Battery Charge	0
	4FM	Fleet Option Editor	0
	4ES	Delivery Allowance Credit	0
	2SQ	FCA Fleet Powertrain Care	0
	YGF	8 Additional Gallons of Gas	0
	4FT		0
	5TM	January Production	0
	5N6	Easy Order	0
	4FT	Fleet Sales Order	0
	4EA	Sold Vehicle	0
<b>Non Equipment:</b>	573		0
	4KA	Special Bid Handling	0
	4FA	Special Bid-Ineligible For Incentive	0
	4DH	Prepaid Holdback	0
	MAF	Fleet Purchase Incentive	0
<b>Bid Number:</b>	TB3129	Government Incentives	0
<b>Special Equipment:</b>	99528B		0
	99528A		0

**Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.**



Destination Fees:

1,595

Total Price: 46,275 .

Order Type:

Fleet

PSP Month/Week:

Scheduling Priority:

1-Sold Order

Build Priority:

01

Salesperson:

Customer Name:

Customer Address:

**\$39049**

Instructions:

**Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.**



DEFENDER PRODUCT SOLUTIONS, LLC  
 WWW.DEFENDERPS.COM 314-285-8780

WEB: WWW.DEFENDERPS.COM  
 PHONE: 314-285-8780  
 DEFENDER PRODUCT SOLUTIONS, LLC  
 MAIL: PO Box 311  
 VALLEY PARK, MO 63088

<b>QUOTE</b>
DPS-Q-23-227

**Quote Date**

09/20/2023

**Expiration Date**

**Reference**

Bureau Charger #1

**Terms**

**Client**

University City Police Department  
 Chief Hampton  
 University City Police Department  
 University City, MO 63130  
 United States

ITEM #	DESCRIPTION	QTY	RATE	AMOUNT
SoundOff Signal mPower 4" STUD MNT SAE 12 LED (R/B)	SoundOff Signal mPower 4" STUD MNT SAE 12 LED (R/B) Mount 2 in the grille Mount 2 in upper windshield Mount 1 in each side door (2 total) Mount 4 in rear window	10	115.00	1,150.00
PMP2BKDGAJ	SoundOff MPOWER 4" D/G BLACK ADJ BRKT KIT	4	10.00	40.00
PMP2WSDDB	Dual Window Shroud Kit for 4" Light w/ Stud Mount - Black	3	22.00	66.00
ETSA200R	200 Series Compact Siren, ECE R10.05 Certified, w/ Remote Amplifier & Remote Switch Panel - 10-30v for use with single 100w or dual 58w speaker(s)	1	225.00	225.00
ETSS100J	100J SERIES COMPOSITE SPEAKER	1	195.00	195.00
Sales	Brackets for Front Grille	1	20.00	20.00
CC-21CH-22	Troy Products 2021-23 Charger 22" level console.	1	348.00	348.00
AC-TB-ARMMNT-58	Troy Bolt to Console Armrest	1	135.00	135.00
Troy 4" Cup Holder	Troy 4" Cup Holder	1	43.00	43.00
Shipping		1	95.00	95.00

Shop Supplies	Wire, Connectors, Loom, Heat Shrink, Fuse Block, Breaker	1	125.00	125.00
Labor	Labor to install above items. Labor to install customer supplied radio and GPS	1	1,800.00	1,800.00

<b>Notes:</b>	SUBTOTAL	4,242.00
	SHIPPING	
	TAX	0.00
	TOTAL	\$4,242.00
	QUOTE TOTAL	<u>\$4,242.00</u>



DEFENDER PRODUCT SOLUTIONS, LLC  
 WWW.DEFENDERPS.COM 314-285-8780

WEB: WWW.DEFENDERPS.COM  
 PHONE: 314-285-8780  
 DEFENDER PRODUCT SOLUTIONS, LLC  
 MAIL: PO Box 311  
 VALLEY PARK, MO 63088

<b>QUOTE</b>
DPS-Q-23-228

**Quote Date**

09/20/2023

**Expiration Date**

**Reference**

Bureau Charger #2

**Terms**

**Client**

University City Police Department  
 Chief Hampton  
 University City Police Department  
 University City, MO 63130  
 United States

ITEM #	DESCRIPTION	QTY	RATE	AMOUNT
SoundOff Signal mPower 4" STUD MNT SAE 12 LED (R/B)	SoundOff Signal mPower 4" STUD MNT SAE 12 LED (R/B) Mount 2 in the grille Mount 2 in upper windshield Mount 1 in each side door (2 total) Mount 4 in rear window	10	115.00	1,150.00
PMP2BKDGAJ	SoundOff MPOWER 4" D/G BLACK ADJ BRKT KIT	4	10.00	40.00
PMP2WSDDB	Dual Window Shroud Kit for 4" Light w/ Stud Mount - Black	3	22.00	66.00
ETSA200R	200 Series Compact Siren, ECE R10.05 Certified, w/ Remote Amplifier & Remote Switch Panel - 10-30v for use with single 100w or dual 58w speaker(s)	1	225.00	225.00
ETSS100J	100J SERIES COMPOSITE SPEAKER	1	195.00	195.00
Sales	Brackets for Front Grille	1	20.00	20.00
CC-21CH-22	Troy Products 2021-23 Charger 22" level console.	1	348.00	348.00
AC-TB-ARMMNT-58	Troy Bolt to Console Armrest	1	135.00	135.00
Troy 4" Cup Holder	Troy 4" Cup Holder	1	43.00	43.00
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Shop Supplies	Wire, Connectors, Loom, Heat Shrink, Fuse Block, Breaker	1	125.00	125.00
Labor	Labor to install above items. Labor to install customer supplied radio and GPS	1	1,800.00	1,800.00

<b>Notes:</b>	SUBTOTAL	4,242.00
	SHIPPING	
	TAX	0.00
	TOTAL	\$4,242.00
	QUOTE TOTAL	<u>\$4,242.00</u>



**CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM**



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>CA20231009-02</b>
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<b>SUBJECT/TITLE:</b> Liquor License for Colleen's Cookies, LLC. - 7337 Forsyth Blvd. 63105			
<b>PREPARED BY:</b> Keith Cole - Director of Finance		<b>DEPARTMENT / WARD</b> Finance / All	
<b>AGENDA SECTION:</b>	Consent Item	<b>CAN ITEM BE RESCHEDULED?</b>	Yes
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b> City Manager recommends the approval of the Liquor License			
<b>FISCAL IMPACT:</b> Liquor License fee - \$375			
<b>AMOUNT:</b>	N/A	<b>ACCOUNT No.:</b>	N/A
<b>FROM FUND:</b>	N/A	<b>TO FUND:</b>	N/A
<b>EXPLANATION:</b> Colleen's Cookies, LLC. has applied for Malt Liquor not in Excess of 5% beer and 14% wine, By the Drink, Retail liquor license, including Sunday Liquor License.			

<b>STAFF COMMENTS AND BACKGROUND INFORMATION:</b> The Applicant / Managing Officer is Colleen Thompson. A background check / investigation by the Police Department revealed no disqualifying information. Department Approval has been granted from all necessary departments. Recommendations from University City citizens were obtained. Petition from business owners within a radius of 200 feet is included. A current Certificate of No Sales Tax Due issued by the Missouri Department of Revenue was received relative to the business. 2022 personal property tax record for the applicant indicates payment of taxes. Current voter registration documentation for the applicant was provided. Note: Colleen's Cookies, LLC previously held a liquor license.
--

<b>CIP No.</b>	
<b>RELATED ITEMS / ATTACHMENTS:</b> 1. Application for Liquor License 2. Inter-Office Memorandum Report from the Police Department	

<b>LIST CITY COUNCIL GOALS (5):</b> Prudent Fiscal Management	
<b>RESPECTFULLY SUBMITTED:</b>	City Manager, Gregory Rose
<b>MEETING DATE:</b>	October 9, 2023



#139

CITY OF UNIVERSITY CITY
APPLICATION FOR LIQUOR LICENSE
University City Municipal Code, Chapter 600 Section 600.060

INSTRUCTIONS: Read each question carefully. Make certain that each question is answered completely and correctly before you submit this application. If you need additional space, use the additional sheet provided at the end of this application. If a question does not apply to you, write N/A in the space, do not leave any blank fields. Submit all documents as requested. PLEASE PRINT CLEARLY.

Please note that this application may only be completed and filed by a sole proprietor, corporate officer, managing partner, or managing officer of the business applying for this license.

AN APPLICANT IS NOT PERMITTED TO OPERATE UNTIL LICENSE IS ISSUED

Applications must be accompanied by a non-refundable application filing fee of \$25.00

Type of license requested- separate license shall be obtained for each of the following classes of sales: (Please check each classification that applies)

- 2- All kinds of intoxicating liquor, by the drink, retail. \$450.00
4- CLUB: All kinds of intoxicating liquor, by the drink, retail 200.00
5- Malt liquor not in excess of 5% alcohol wholesaler to wholesaler 75.00
6- Intoxicating liquor not in excess of 22% alcohol wholesaler to wholesaler 150.00
7- Malt liquor not in excess of 5% alcohol wholesaler to retailer 150.00
8- Intoxicating liquor not in excess of 22% alcohol wholesaler to retailer 300.00
9- Malt liquor in excess of 3.2% and not in excess of 5% alcohol, by the package, retail 75.00
10- Malt liquor in excess of 3.2% and not in excess of 5% alcohol, by the drink, retail 75.00
11- Malt liquor not in excess of 5% beer and 14% wine, by the drink, retail 75.00
12- Intoxicating liquor not more than 22%, by the package, retail 75.00
13- Intoxicating liquor of all kinds, wholesaler to wholesaler 375.00
14- Intoxicating liquor of all kinds, wholesaler to retailer 750.00
15- Intoxicating liquor of all kinds, by the package, retail 150.00
Sunday Liquor License 300.00



**I. BUSINESS APPLYING FOR LICENSE:**

**A. BUSINESS NAME AND TYPE**

Colleen's Cookies

- Sole Owner
- Partnership
- Corporation
- Limited Liability Company

**B. DESCRIPTION OF PREMISES AND ADDRESS:**

DESCRIPTION: Bakery, Cafe, Coffee Shop  
 ADDRESS: 7337 Forsyth Blvd University City, Mo 63105  
 HOURS OF OPERATION: M, W, Th, F, Sat, Sun 7-2

**C. PHONE:**

**II. MANAGING OFFICER:**

**A. NAME: (LAST)**

Thompson

**(FIRST)**

Colleen

**(MIDDLE INITIAL)**

A.

**B. ADDRESS, CITY & ZIP CODE:**

1836 Stenton Path Dr. Chesterfield Mo 63005

**C. PHONE:**

314-504-3731

**D. DATE OF BIRTH:**

**F. BUSINESS PHONE: (IF DIFFERENT FROM ABOVE)**

314-727-8427

**G. PREVIOUS ADDRESS: (IF NOT AT PRESENT ADDRESS FOR 5 YEARS OR MORE)**

N/A

**H. IF FOREIGN BORN, PLEASE STATE COUNTRY, PLACE AND STATE OF NATURALIZATION:**

N/A

**I. MISSOURI RESIDENT SINCE: (MONTH & YR)**

**K. TOWNSHIP:**

**L. COUNTY:**

**M. CURRENT BUSINESS OR OCCUPATION OF APPLICANT:**

Owner, Colleen's Cookies, LLC

**N. NAME OF CORPORATION, PARTNERSHIP OR CLUB: (IF APPLICABLE)**

**FOR PARTNERSHIP OR LIMITED PARTNERSHIP**

**NUMBER OF MEMBERS:**

**A2. STATE NAMES, ADDRESSES, PHONE NUMBERS AND DATES OF BIRTH OF ALL PARTNERS: (USE PAGE 7 IF NECESSARY)**

**FOR CORPORATION OR LIMITED LIABILITY COMPANY**

**NUMBER OF MEMBERS:**

**A3. STATE NAMES, ADDRESSES, PHONE NUMBERS AND DATES OF BIRTH OF ALL OFFICERS, DIRECTORS AND STOCKHOLDERS OWNING 1% OR MORE INTEREST IN THE CORPORATION OR MEMBERS OF A LIMITED LIABILITY COMPANY. (USE PAGE 7 IF NECESSARY)**

**OTHER PERSONS**

**NUMBER OF MEMBERS:**

**A4. LIST NAMES, ADDRESSES, PHONE NUMBERS AND DATES OF BIRTH FOR ALL OTHER PERSONS WHO HAVE AN INTEREST IN THE BUSINESS FOR WHICH LICENSE IS REQUESTED. (USE PAGE 7 IF NECESSARY)**

**B4. IN WHAT TYPE OF BUSINESS IS EACH OF THE ABOVE PERSONS ENGAGED: (USE PAGE 7 IF NECESSARY)**

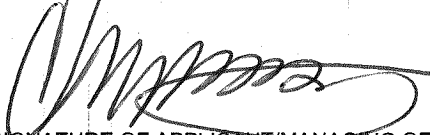
III. OTHER INFORMATION		
A. IS APPLICANT A QUALIFIED VOTER IN THE STATE OF MISSOURI? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	B. IS APPLICANT AN ASSESSED, TAX PAYING CITIZEN IN THE STATE OF MISSOURI? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
C. HAS APPLICANT PREVIOUSLY HELD A LIQUOR LICENSE OF ANY TYPE? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (IF YES, EXPLAIN, SEE ITEM D)	D. EXPLAIN (WHEN, WHERE?) 2016 - 6/30/23 Lost License due to clerical error by the county	
E. HAS APPLICANT, OR ANY EMPLOYEE, OR PROPOSED EMPLOYEES, EVER BEEN DENIED A LIQUOR LICENSE, OR HAD A LICENSE TO SELL LIQUOR REVOKED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (IF YES, EXPLAIN, SEE ITEM F)	F. EXPLAIN (WHEN, WHERE?)	
G. HAS APPLICANT EVER BEEN EMPLOYED IN ANY CAPACITY BY A BUSINESS WITH A BEER, WINE OR LIQUOR LICENSE? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (IF YES, EXPLAIN, SEE ITEM H)	H. EXPLAIN (WHEN, WHERE?) 1976 - 1980 Charco Broiler, FT. COLLINS, CO	
I. HAS THE APPLICANT, EMPLOYEE, OR PROPOSED EMPLOYEE EVER BEEN CONVICTED OF A VIOLATION OF ANY LAW REGULATING, CONTROLLING, OR PROHIBITING THE SALES OR MANUFACTURING OF INTOXICATING LIQUOR? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (IF YES, EXPLAIN. USE PAGE 7 IF NECESSARY)		
J. HAS ANY DISTILLER, WHOLESALER, WINE MAKER, BREWER OR ANY EMPLOYEE, OR AGENT THEREOF, HAVE OR PROPOSE TO HAVE, ANY FINANCIAL INTEREST IN THE BUSINESS TO WHICH THIS APPLICATION APPLIES? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (IF YES, EXPLAIN. USE PAGE 7 IF NECESSARY)		
K. INDICATE THE TYPE OF BUSINESS, IF ANY, APPLICANT PROPOSES TO CONDUCT ON PREMISES IN ADDITION TO SALE OF INTOXICATING LIQUOR: <input checked="" type="checkbox"/> RESTAURANT _____ <input type="checkbox"/> ROOM _____ <input type="checkbox"/> OTHER (PLEASE EXPLAIN) _____		
L. STATE ESTIMATE OF ANNUAL SALES VALUE: FOOD \$ <u>350,000</u> OTHER (INCLUDING LIQUOR) \$ <u>12,000</u>		
M. IS THERE A SCHOOL, CHURCH, SYNAGOGUE, PUBLIC PARK OR PLAYGROUND WITHIN ONE HUNDRED FIFTY (150) FEET OF THE PROPOSED BUSINESS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (IF YES, STATE THE NAME AND APPROXIMATE DISTANCES):		
N. IS THE APPLICANT INDEBTED TO ANY PERSON FOR MONEY OR PROPERTY, TO BE USED IN THE LICENSED BUSINESS? (IF YES, STATE AMOUNT OF INDEBTEDNESS AND TO WHOM IT IS OWED.)  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	AMOUNT OWED: \$	NAME:
	ADDRESS, CITY, STATE, & ZIP:	
	PHONE:	OCCUPATION:

STATE OF MISSOURI

COUNTY OF ST. LOUIS

)  
) SS.

Comes now William Thompson of lawful age, being first duly sworn upon oath, deposes and says that he or she: (1) is the sole proprietor, corporate officer, managing partner, or managing officer of the business applying for this license, (2) is authorized to make this application, (3) has read this application and understands same, (4) knows the contents of this application, (5) swears that the answers and statements contained in this application are true and correct, and (6) on behalf of the applicant, agrees to comply with all laws of the City of University City and the State of Missouri relevant to the applicant's business.

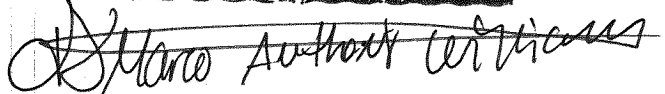
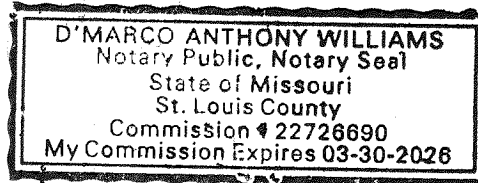


SIGNATURE OF APPLICANT/MANAGING OFFICER

SUBSCRIBED AND SWORN TO BEFORE ME ON THIS DAY 7 OF September 2023

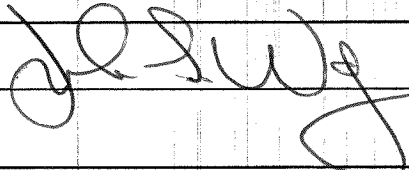
NOTARY PUBLIC

MY COMMISSION EXPIRES: 03-30-2026



THIS SECTION FOR CITY USE ONLY

APPROVALS:

Police Chief	_____	Date: _____
Comments:	_____	
Community Development		Date: <u>9-12-2023</u>
Comments:	_____	
City Manager	_____	Date: _____
Comments:	_____	

#### IV. SUNDAY LIQUOR LICENSE

If application is for Sunday liquor license, complete the following section:

Under the provisions of Chapter 600, Section 600.260 of the Municipal code of the City of University City, application is hereby made for a license to sell intoxicating liquor between the hours of 9:00 A.M. and midnight on Sundays.

A. APPLICANT NAME: (LAST) (FIRST) (MIDDLE INITIAL)

Thompson

Colleen

A.

B. BUSINESS NAME:

Colleen's Cookies, LLC

PHONE NUMBER:

314-727-8427

Type of Liquor License held or applied for:

1-2 All kinds of intoxicating liquor, by the drink, retail

9 Malt liquor in excess of 3.2% not in excess 5% alcohol, by the package, retail

10 Malt liquor in excess of 3.2% not in excess 5% alcohol, by the drink, retail

11 Malt liquor not in excess of 5% beer and 14% wine, by the drink, retail

12 Intoxicating liquor not more than 22%, by the package, retail

15 Intoxicating liquor of all kinds, by the package, retail

For the purpose of obtaining said Sunday Liquor license: applicant states that at least fifty percent (50%) of the gross income of the restaurant bar at the above location is derived from the sale of prepared meals or food consumed on the premises, or which has an annual gross income of at least two hundred seventy-five thousand dollars (\$275,000.00) from the sale of prepared meals or food.

Signature of Applicant

Owner


Title of Applicant

Date

**V. RECOMMENDATIONS- COMPLETE IF APPLYING FOR LICENSE TYPE 2, 10, OR 11**

Five recommendations are required for Applicants petitioning for a license to sell intoxicating liquor by the drink at retail under section 600.060 of University City Municipal Code.

Each of the following recommendations is to be filled in and signed by a credible resident citizen of University City, vouching for the character of the applicant.

1) Date: 9/1/23 Name: COLIN ROHLFING  
Location of University City real property taxed in your name: 7040 NORTHMOOR DR.  
How long have you known applicant? 6 YEARS Are you related? NO  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? NO  
Do you vouch for applicant's moral character and reputation? YES  
Phone Number: 314-223-7571 Signature: 

2) Date: \_\_\_\_\_ Name: See Attached  
Location of University City real property taxed in your name: \_\_\_\_\_  
How long have you known applicant? \_\_\_\_\_ Are you related? \_\_\_\_\_  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? \_\_\_\_\_  
Do you vouch for applicant's moral character and reputation? \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Signature: \_\_\_\_\_

3) Date: \_\_\_\_\_ Name: See Attached  
Location of University City real property taxed in your name: \_\_\_\_\_  
How long have you known applicant? \_\_\_\_\_ Are you related? \_\_\_\_\_  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? \_\_\_\_\_  
Do you vouch for applicant's moral character and reputation? \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Signature: \_\_\_\_\_

4) Date: \_\_\_\_\_ Name: See Attached  
Location of University City real property taxed in your name: \_\_\_\_\_  
How long have you known applicant? \_\_\_\_\_ Are you related? \_\_\_\_\_  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? \_\_\_\_\_  
Do you vouch for applicant's moral character and reputation? \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Signature: \_\_\_\_\_

5) Date: \_\_\_\_\_ Name: See Attached  
Location of University City real property taxed in your name: \_\_\_\_\_  
How long have you known applicant? \_\_\_\_\_ Are you related? \_\_\_\_\_  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? \_\_\_\_\_  
Do you vouch for applicant's moral character and reputation? \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Signature: \_\_\_\_\_

Monday, August 28, 2023 at 13:29:08 Central Daylight Time

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**Subject:** Recommendation

**Date:** Monday, August 28, 2023 at 1:09:15 PM Central Daylight Time

**From:** Suzanne Schrappen

**To:** Colleen Thompson

**Caution:** External (sscrapy@sbcglobal.net)

First-Time Sender [Details](#)

[Report This Email](#) [FAQ](#) [GoDaddy Advanced Email Security](#), Powered by INKY

Dear University City Representative,

As neighbors of Colleen's Cookies & Café, we fully support the initiatives of this local establishment. Colleen Thompson is a dedicated operator of this business. She is respectful of the residents, as well as the surrounding properties. Her business is a positive, welcoming attraction for U City. We visit the café weekly, and approve of her selling alcohol on the premises.

Regards,  
George & Suzi Mahe  
7259 Lindell Blvd.  
University City, MO 63130

Wednesday, August 30, 2023 at 11:26:48 Central Daylight Time

**Subject:** Colleen's Cookies

**Date:** Tuesday, August 29, 2023 at 11:47:00 AM Central Daylight Time

**From:** Bob Lattinville

**To:** Colleen Thompson

External (blattinville@wmeagency.com)

[Report This Email](#) [FAQ](#) [GoDaddy Advanced Email Security](#), Powered by [INKY](#)

Dear Sir/Madam,

I am writing concerning Colleen Thompson and Colleen's Cookies. By way of background, I am a resident of University City, lifelong Saint Louisan, practicing business attorney for 30+ years, frequent customer and/or client of countless Saint Louis businesses and a regular patron of Colleen's Cookies. As a result, I humbly submit that I have a deep understanding of the importance to our community of its business leaders and responsible, well-run businesses like Colleen's Cookies.

Turning specifically to Colleen's Cookies and Ms. Thompson. Because of its excellent fare and uniquely sociable service, the restaurant has become a meaningful landmark in a University City neighborhood that has experienced a considerable amount of retail, and specifically restaurant, turnover. Amidst that turnover, Colleen's Cookies has become a safe and reliable gathering place. Further, Ms. Thompson enjoys an impeccable personal and professional reputation throughout our city, where she has lived for decades and raised her family. That reputation, coupled with the success of her business, are refreshing and encouraging examples of community leadership and opportunity. Ms. Thompson and Colleen's Cookies are precisely the type of entrepreneurs and businesses whose commitments should be matched by the communities they serve and anchor.

I'm pleased to expand upon or answer any questions regarding my enthusiastic and unqualified endorsement of Colleen Thompson and Colleen's Cookies.

Thank you.

Robert Lattinville  
8038 Lafon Place  
University City, MO 63130

Bob Lattinville | WME  
[Blattinville@wmeagency.com](mailto:Blattinville@wmeagency.com)  
314-504-7947 (m)

Sunday, September 3, 2023 at 11:26:05 Central Daylight Time

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**Subject:** Fwd: Recommendation  
**Date:** Friday, September 1, 2023 at 5:47:11 PM Central Daylight Time  
**From:** Colleen Thompson  
**To:** Michele Dantonio

Get [Outlook for iOS](#)

---

**From:** Jacquie Steinbre <[tjsteinbrecher@aol.com](mailto:tjsteinbrecher@aol.com)>  
**Sent:** Friday, September 1, 2023 5:45 PM  
**To:** Colleen Thompson <[colleen.thompson@colleenscookies.com](mailto:colleen.thompson@colleenscookies.com)>  
**Subject:** Recommendation

**Caution:** External ([tjsteinbrecher@aol.com](mailto:tjsteinbrecher@aol.com))

First-Time Sender [Details](#)

[Report This Email](#) [FAQ](#) [GoDaddy Advanced Email Security](#), Powered by INKY

Dear University City Representatives,

We are writing to tell you how much we LOVE Colleens Cookies & Cafe. We live about 1/2 mile from the restaurant and fully support this local establishment that we walk to at least once a week. Colleen Thompson's business is such a positive part of our area in University City. She cares about the residents and is considerate of the surrounding properties. We totally approve of her selling alcohol on her premises. Thank you for considering her license renewal.

Regards,  
Jacquie & Tom Steinbrecher  
7021 Lindell Blvd  
University City, MO. 63130



Thursday, September 7, 2023 at 09:34:05 Central Daylight Time

**Subject:** Letter of Recommendation

**Date:** Thursday, September 7, 2023 at 9:02:45 AM Central Daylight Time

**From:** Emily Quinn

**To:** Colleen Thompson

**CC:** Connor Quinn

**Caution:** External (emilyjeanquinn@gmail.com)

First-Time Sender [Details](#)

[Report This Email](#) [FAQ](#) [GoDaddy Advanced Email Security](#), Powered by INKY

To University City Representative,

We are writing this letter of recommendation in strong support of Colleen Thompson, a dedicated and responsible business owner who has consistently demonstrated her commitment to her community and her practical approach to business operations. Colleen's establishment, *Colleen's Cookies & Café*, has been a vital and popular part of our University City for many years.

Colleen is a business owner with a proven track record of success. Her café is not only popular but also well-run, reflecting her dedication and hard work. She understands the importance of responsible alcohol service and has always taken measures to ensure the safety and well-being of her employees and customers.

One of Colleen's most commendable qualities is her determination. She has faced challenges head-on and consistently strives to improve her business. We have no doubt that with her determination and strong work ethic, she will continue to be a successful and responsible business owner, deserving of the reinstatement of her liquor license.

Sincerely,  
Connor and Emily Quinn  
8014 Presidio Ct. St Louis, MO 63130

Sent from my iPhone

Monday, August 28, 2023 at 13:29:33 Central Daylight Time

**Subject:** reference letter  
**Date:** Monday, August 28, 2023 at 1:09:11 PM Central Daylight Time  
**From:** Berger, Daniel J.  
**To:** Colleen Thompson  
**Attachments:** Legal Disclaimer.txt

**Caution:** External (daniel.j.berger@ubs.com)

First-Time Sender [Details](#)

[Report This Email](#) [FAQ](#) [GoDaddy Advanced Email Security](#), Powered by INKY

Hello,

I have known Colleen Thompson and her husband Mike, for more than 25 years. Our sons played hockey together and have spent many enjoyable nights together. I am a University City resident for over 37 years and will absolutely say that Colleen's Cookies has been a wonderful edition to our community.

I can be reached at 314 746 4101 if you would like to have a conversation.

Sincerely,

Dan Berger

**Daniel J. Berger**

Senior Vice President | Wealth Management

7069 Kingsbury

**Anthony J. Rengel**

CERTIFIED FINANCIAL PLANNER™ | Wealth Management

**Kathy Waldman**

Investment Associate | Wealth Management

UBS Wealth Management Americas

8027 Forsythe Blvd. | Suite 1010

St. Louis, MO 63105

DB (314) 746-4101

AR (314) 746-4117

KW (314) 746-4125

Fax 855-524-9110

[Daniel.J.Berger@ubs.com](mailto:Daniel.J.Berger@ubs.com)

[Anthony.Rengel@ubs.com](mailto:Anthony.Rengel@ubs.com)

[Kathleen.Waldman@ubs.com](mailto:Kathleen.Waldman@ubs.com)

6801 Delmar Blvd University City,  
MO 63130 Tel: (314) 505-  
8544  
Fax: (314) 863-0921

**VI. PETITION- COMPLETE IF APPLYING FOR LICENSE TYPE 2, 10, OR 11**

Under Chapter 600, Section 600.080, a petition must be submitted in favor of the license. **Please Note:** In the absence of valid petitions, the city council must have a five-sevenths vote to approve the license.

The undersigned taxpaying citizens, record owners of property within a radius of 200 feet of the primary public entrance of the premises in which the applicant proposes to sell intoxicating liquor, **and** owners occupying or conducting a business on the main or surface floor of buildings within such radius, hereby approve the foregoing application, and consent to the issuance to the applicant of a license to sell intoxicating liquor by the drink, to be consumed on the premises where sold:

**NAME**

**ADDRESS**

NAME	ADDRESS
Jennifer Notesthue	Firestone 7361 Forsyth 63105
Kim King	Crazy Bauls Wraps 7353 Forsyth 63105
Stephanie Hodson	7347 Forsyth 63105

(Attach additional sheet if necessary)

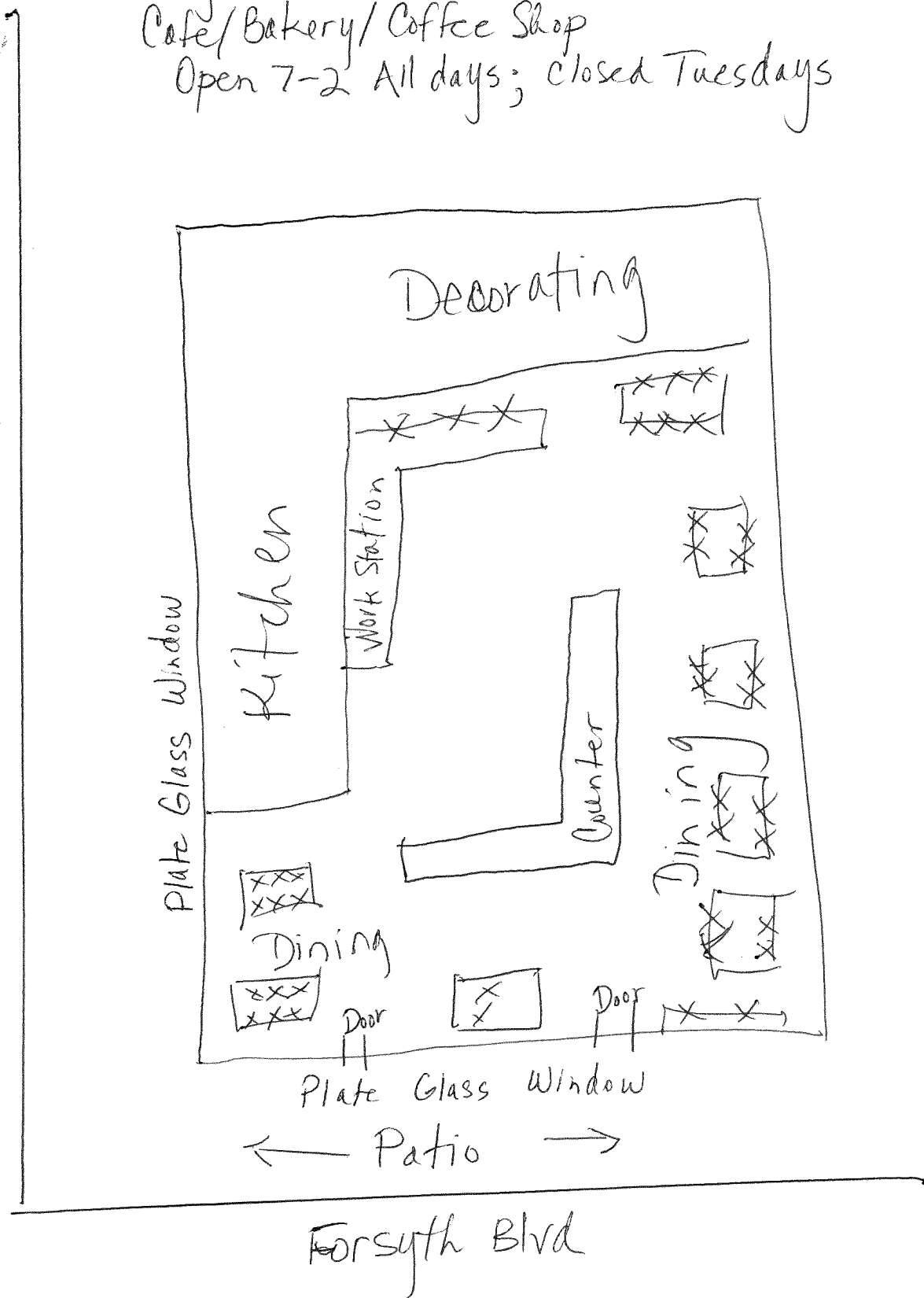
7337 Forsyth Blvd.

There are 2 entrances and the front and side walls are full glass.

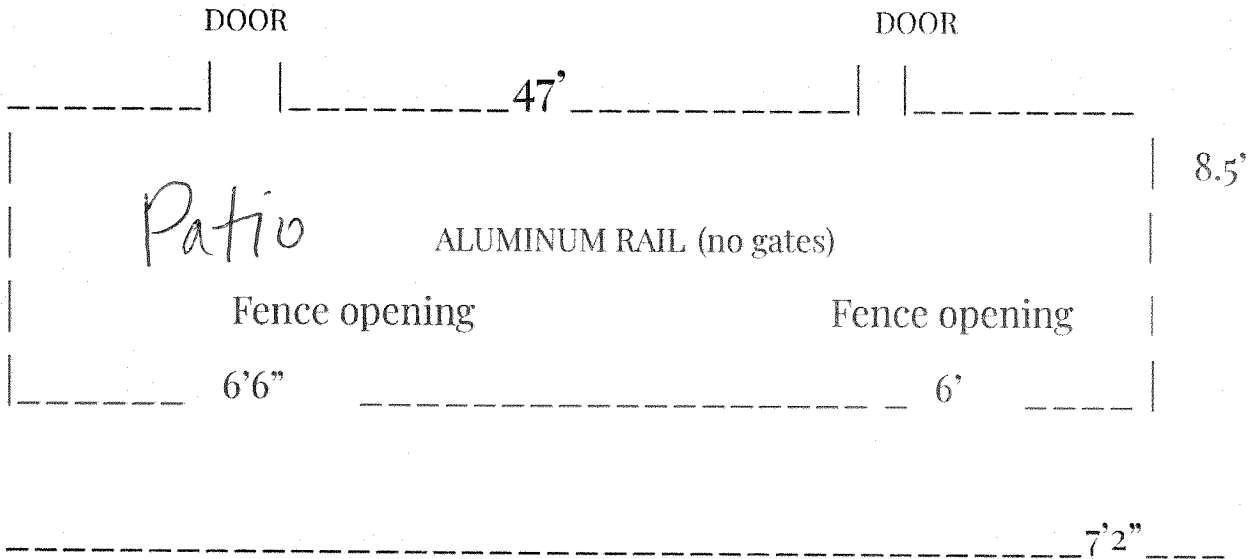
Cafe/Bakery/Coffee Shop

Open 7-2 All days; closed Tuesdays

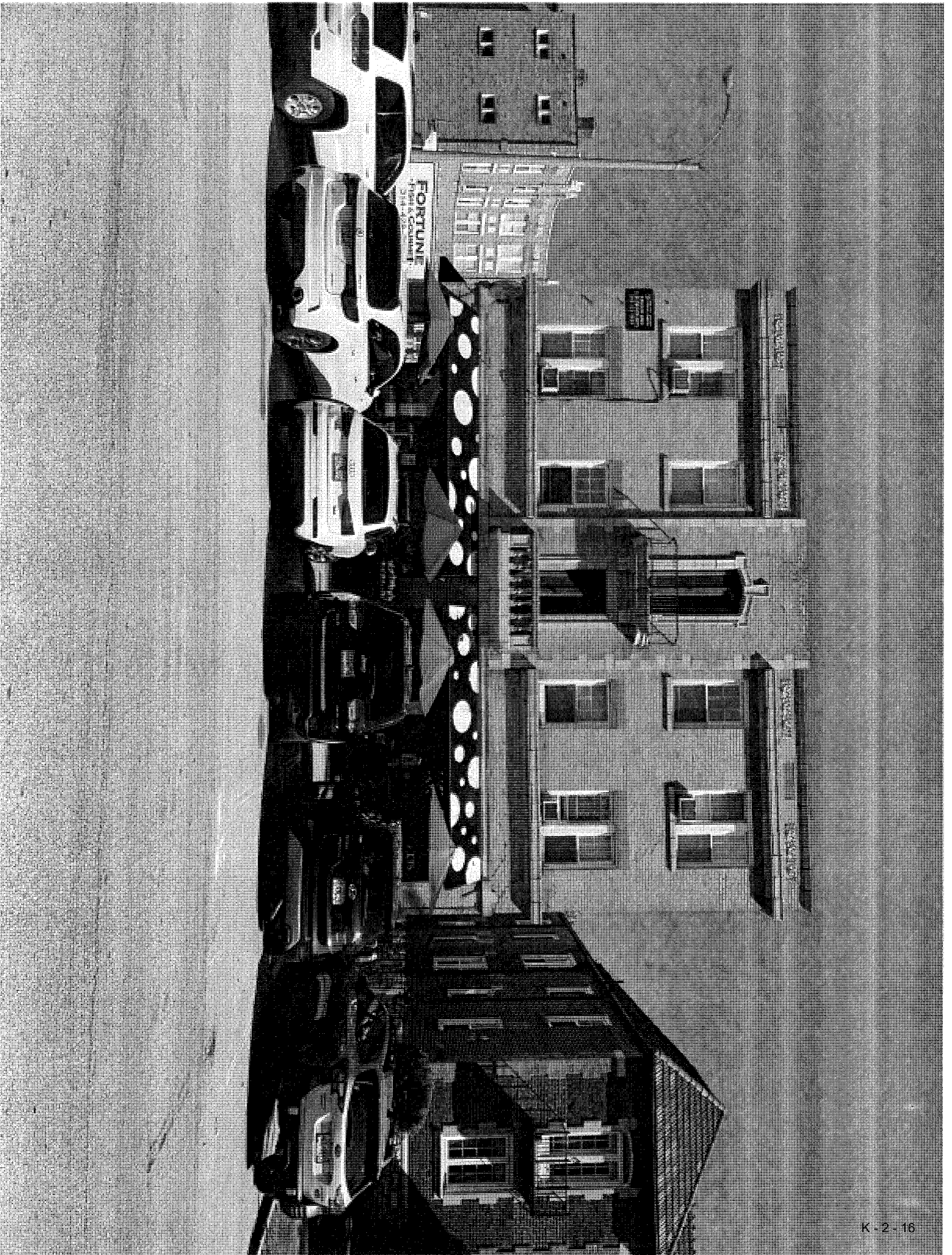
Lindell



Colleen's Cookies LLC  
7337 Forsyth Blvd  
314.727.8427  
colleen.thompson@colleenscookies.com



CURB  
Forsyth Blvd.



TAXATION DIVISION  
PO BOX 3666  
JEFFERSON CITY, MO 65105-3666



*Missouri*  
DEPARTMENT OF REVENUE

Telephone: 573-751-9268  
Fax: 573-522-1265  
E-mail: [taxclearance@dor.mo.gov](mailto:taxclearance@dor.mo.gov)

COLLEENS COOKIES LLC  
7337 FORSYTH BLVD  
SAINT LOUIS, MO 63105-2157

DATE: 09/01/2023  
VALID THROUGH: 11/30/2023

09/01/2023

### CERTIFICATE OF NO TAX DUE

MISSOURI TAX IDENTIFICATION NUMBER: 21203849

To Supervisor of Liquor Control: The Missouri Department of Revenue certifies the above listed taxpayer has filed all required returns and paid all sales, use, or withholding tax due, including penalties and interest, and does not owe any sales, use, and withholding tax, as of 09/01/2023. This review does not include returns that are not required to be filed as of this date or that have been filed but not yet processed by the Department.

This certificate is only for the purpose of obtaining a liquor license and is not pursuant to Section 144.150, RSMo.

This statement only applies to sales and withholding tax due and is not to be construed as limiting the authority of the Director of Revenue to assess, or pursue collection of liabilities resulting from final litigation, default in payment of any installment agreement entered into with the Director of Revenue, any successor liability that may become due in the future, or audits or reviews of the taxpayer's records as provided by law.

THIS CERTIFICATE REMAINS VALID FOR 90 DAYS FROM THE ISSUANCE DATE.

TAXATION DIVISION

## Current Voter Registration Information

COLLEEN THOMPSON  
1836 STENTON PATH  
CHESTERFIELD, MO 63005

If any of the voter information is not accurate, you will need to [update your voter registration](#).

**NOTICE:** Polling location information is provided and updated by [local election authorities](#). It is recommended you confirm your polling place with your county clerk or board of election. Contact information for your local election authority may be found in the box on the right.

### Election Resources

Your county's election is not available at this time. Please try again later or contact your Local Election Authority.

### Jurisdiction Information

County: St. Louis  
Precinct: CHE.CHE.008  
Split: CHE.008



[View My Districts](#)

### Have Questions?

Contact your Local Election Authority:

**St. Louis County Board of Elections**  
725 Northwest Plaza Dr.  
St. Ann, MO 63074

**Phone:** 314 615-1800

**Fax:** 314 615-1999

**Email:**

[vote@stlouiscountymo.gov](mailto:vote@stlouiscountymo.gov)

**Website:**

[LEA Website](#)

### Need to update your registration?

Visit the [Missouri Secretary of State Elections page](#) for more information.





**Inter-office Memo**



Date: 9/19/2023

TO: Colonel Hampton, Chief of Police DSN 391  
FROM: Lieutenant Shawn Whitley DSN 372  
SUBJECT: 7337 Forsyth Blvd (Liquor License Application)  
CC:

Business

Colleen's Cookies LLC  
7337 Forsyth Blvd  
University City MO. 63130

Applicant/Owner

Applicant: Colleen Thompson  
Home Address: 7337 Forsyth Blvd  
University City MO. 63130

D.O.B:  
SSN: N/A  
Phone: 314-504-3731  
314-727-8427

Sir,

I have reviewed the findings of the investigation completed by Detective Nodari concerning the liquor license application submitted by, **Colleen Thompson 7337 Forsyth Blvd, University City, MO 63130**. Det. Nodari's investigation was thorough and revealed no cause for a denial for a City of University Liquor License as applied for by Colleen Thompson of the Colleen's Cookies.

Respectfully Submitted,

Lieutenant Shawn Whitley DSN 372

Chief Larry Hampton DSN 391



**CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM**



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>CA20231009-03</b>
---	----------------------

<b>SUBJECT/TITLE:</b> Trivers Amendment			
<b>PREPARED BY:</b> Brooke A. Smith		<b>DEPARTMENT / WARD</b> City Manager's Office	
<b>AGENDA SECTION:</b>	Consent	<b>CAN ITEM BE RESCHEDULED?</b>	Yes
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b> City Manager recommends approval.			
<b>FISCAL IMPACT:</b> This will result a decrease to the Trivers's encumbrance and the reserves of \$503,500			
<b>AMOUNT:</b>	\$503,500	<b>ACCOUNT No.:</b>	15.30.90.8275.01
<b>FROM FUND:</b>		<b>TO FUND:</b>	
<b>EXPLANATION:</b> The renovation of the Annex and Trinity buildings will require a significant redesign which will require an amendment to the original agreement with Trivers.			

<b>STAFF COMMENTS AND BACKGROUND INFORMATION:</b> Staff has been working with both Navigate Building Solutions and Trivers to determine how the renovation project can be altered to fall within the initial budget set for the project. The anticipated redesign has a projection \$8 million in cost savings. A contract amendment is necessary for Trivers to re-design the project. The total additional cost for Trivers is \$503,500.
--

<b>CIP No.</b>	
<b>RELATED ITEMS / ATTACHMENTS:</b> Trivers Summary Contract Amendment	

<b>LIST CITY COUNCIL GOALS (S):</b> Fiscal Prudent Management Improved Infrastructure	
<b>RESPECTFULLY SUBMITTED:</b>	City Manager, Gregroy Rose
<b>MEETING DATE:</b>	October 6, 2023



**City of University City, MO  
City Council Update Memo  
October 9, 2023**

***To University City, MO City Council Members:***

Navigate Building Solutions last provided an update to you on the status of the Annex + Trinity Hall Renovations project on 8/22/23. At this work session, Council requested that additional due diligence be performed to determine if the One Stop function could be incorporated in to the renovation program. Trivers has since completed an assessment and made a recommendation to the City Council to include the One Stop function on the first floor of the existing City Hall. This option was presented on 9/26/23.

In addition to the One Stop review, NAVIGATE has been simultaneously evaluating the overall project schedule in conjunction with Trivers timeline for re-design of the project documents for bidding. The updated schedule is contingent upon approval of the additional services requests to NAVIGATE and Trivers at the 10/9/23 City Council Meeting.

The proposed project schedule is as follows:

- Architect/Engineer Re-Design Kick Off 10/10/2023
- Finish Re-Design 1/5/2024
- Perform QC and Constructability Review 1/8/2024- 1/26/2024
- Re-Bid and Permit Project 2/5/29/2024 – 3/15/2024
- Construction Completion Late Summer 2026

As the start date for re-design is delayed from the originally proposed schedule, there are budget implications that should be reflected in the Construction Cost Estimate and Total Program Budget.

- Construction Cost Estimate as of 8/22/23 \$25,082,363
- Extended Schedule for Design & Bidding (Escalation and Contingency) +\$759,750
- One Stop at City Hall +TBD (as Bid Alternate)
- Current Construction Cost Estimate as of 10/9 \$25,842,113

NAVIGATE has also been asked to forecast total program costs going forward and offers the following summary.



- During VE efforts, 5% of savings was reserved in the construction budget to cover the costs of re-design. This value of \$335,000 should be reduced from the Construction Cost Estimate and reallocated as design cost, reflected as follows:
  - Current Construction Cost Estimate      \$25,842,113 less \$335,000 = \$25,507,113
- Additional remaining costs and contracts include:
  - Trivers Additional Services for Re-Design      \$490,800
  - Trivers One Stop Design      \$12,700
  - Hazardous Materials Abatement      \$600,000
  - Furniture, Equipment, Dispatch Consoles      \$675,000
  - Lockers, Evidence Storage Systems      \$330,000
  - Project Management Additional Services      \$382,100 (Bidding, Const Mgmt)
  - Materials Testing and Inspections      \$45,000
  - Technology Costs      \$250,000
  - Trailer Demobilization & Moving Expenses      \$150,000
- Remaining (Uncontracted) Total Program Costs      \$28,442,713

The above information is provided as an Executive Summary. Detailed information is available upon request. We look forward to continuing with this project if approved by the City Council.

Sincerely,

A handwritten signature in blue ink that reads 'Katie Aholt'.

Katie Aholt

Project Director

Navigate Building Solutions

# DRAFT AIA® Document G802® - 2017

## Amendment to the Professional Services Agreement

**PROJECT:** *(name and address)*  
University City Annex + Trinity  
University City, Missouri

**AGREEMENT INFORMATION:**  
Date: July 14, 2021

**AMENDMENT INFORMATION:**  
Amendment Number: 002  
Date: October 02, 2023

**OWNER:** *(name and address)*  
City of University City  
6801 Delmar Boulevard

**ARCHITECT:** *(name and address)*  
Trivers  
100 N. Broadway, Suite 1800  
St. Louis, MO 63102

The Owner and Architect amend the Agreement as follows:

Trivers will study accessible route options to a new One-Stop desk located on the first floor of City Hall. Options may explore exterior site modifications (an exterior ramp or stair lift at the existing steps to City Hall) and/or interior modifications (accessible arrival point improvements or elevator upgrades) from the new east entrance being provided for within the Police Annex project. Includes two meetings with City Manager to review options. Once a preferred approach and scope of work is determined, subsequent services for Schematic Design through Construction Administration phases will be proposed, including Consultants as appropriate.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

One-Stop Accessible Route Study = ADD \$12,700

Schedule Adjustment:

Study to take approximately 3-weeks

### SIGNATURES:

Trivers

ARCHITECT *(Firm name)*

OWNER *(Firm name)*

SIGNATURE

Amy Gilbertson, Principal  
PRINTED NAME AND TITLE

October 2, 2023

DATE

SIGNATURE

PRINTED NAME AND TITLE

DATE

# DRAFT AIA® Document G802® - 2017

## Amendment to the Professional Services Agreement

**PROJECT:** *(name and address)*  
University City Annex + Trinity  
University City, Missouri

**AGREEMENT INFORMATION:**  
Date: July 14, 2021

**AMENDMENT INFORMATION:**  
Amendment Number: 001  
Date: September 29, 2023

**OWNER:** *(name and address)*  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130

**ARCHITECT:** *(name and address)*  
Trivers  
100 N. Broadway, Suite 1800  
St. Louis, MO 63102

The Owner and Architect amend the Agreement as follows:

Modification #1:

Trivers and its consultants will complete Value Engineering services and updates to Contract Documents based on the attached Exhibit A.

Modification #2:

Trivers and its consultants will repeat Bidding & Negotiation phase services once updated Contract Documents are complete.

Modification #3:

Trivers and its consultants will provide Updated Energy Modeling and Life Cycle Costs.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

Modification #1:

Value Engineering Add Services = ADD \$420,900

Modification #2:

Repeat Bidding & Negotiation Services = ADD \$54,200

Modification #3:

Updated Energy Modeling and Life Cycle Costs = ADD \$15,700

**TOTAL CONTRACT CHANGE = ADD \$490,800**

Schedule Adjustment:

Updated Energy Modeling & Life Cycle Cost Services: 4 weeks (running concurrent with Value Engineering)

Value Engineering Design & Documentation Services: 16 weeks, anticipated start date October 16, 2023

Bidding & Negotiation Services: 8 weeks, anticipated start date February 19, 2024

**SIGNATURES:**

Trivers

ARCHITECT (*Firm name*)

OWNER (*Firm name*)

SIGNATURE

Amy Gilbertson, Principal

PRINTED NAME AND TITLE

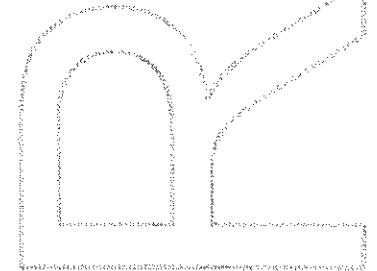
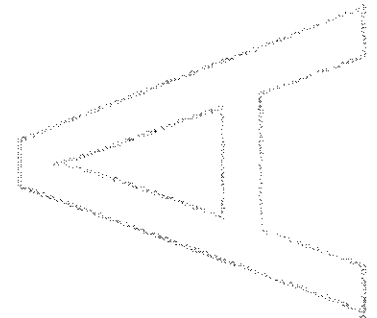
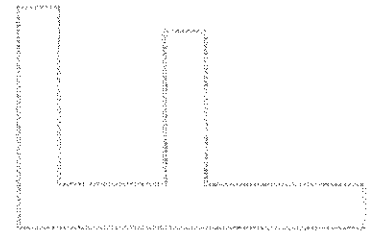
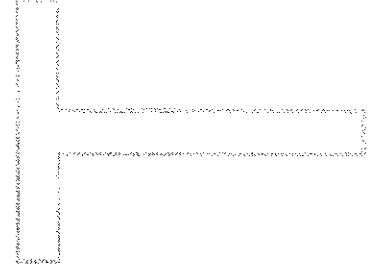
September 29, 2023

DATE

SIGNATURE

PRINTED NAME AND TITLE

DATE





**UNIVERSITY CITY ANNEX + TRINITY RENOVATIONS**

AMENDMENT 01, EXHIBIT A – REV ~~1~~2

VALUE ENGINEERING (VE) REVISIONS, RE-BIDDING, COMMISSIONING REVISIONS

**PROJECT DESCRIPTION**

University City engaged with Navigate Building Solutions as an Owner’s Representative to assist with Value Engineering Evaluation and other Owner Soft Costs for budget reconciliation. During the month of July 2023 Trivers and its consultants participated in multiple meetings with Navigate and University City to help understand and contribute further to the VE goals and suggestions per Navigate’s review and evaluation.

The program and scope changes required of the project documents to work toward bringing the re-bidding process within the City’s target budget of \$24,000,000 include major plan changes to the Annex and Connector buildings as a result of eliminating the structural work to raise a portion of the depressed slab to capture usable area in the basement of the Annex, and elimination of the small entry addition and one-stop program (including non-police break and conferencing areas in the Connector). These plan changes were reviewed and approved at a meeting with the City Manager and representatives of Police & Courts on August 2, 2023.

The anticipated value of all design revisions suggested to date, including incorporation of the large majority of suggestions from Navigate’s documents noted above and totals roughly \$8,000,000 in anticipated reduced construction costs.

*Documents referenced by the design team for reconciliation of scope outlined below:*

*Navigate Document “U City VE Presentation FINAL 062123”*

*Navigate BlueBeam Session comments for “20230519 100% CDs – Confirmed Bid Set”*

*Navigate spreadsheet “U City VE-Budget Tracker List” including 268 line items*

The agreed upon changes are significant and require re-design and coordination amongst all consultant team disciplines and drawing sheets. The deliverables will include a new set of Construction Documents for Permitting and Re-Bidding. Revisions will not be clouded or tracked as an addendum for clarity and efficiency. In addition, six (6) client bi-weekly user group meetings are anticipated over a 16-week duration for Construction Documents, including a two-week drawing review period allowance for the City and Navigate at 95% completion. Also included in this effort are two (2) updated exterior renders depicting the redesign for the public entry/plaza, and one (1) attendance at a City Council meeting to present the design updates and renders prior to 100% completion to incorporate comments. Any additional requested presentations can be accommodated at hourly rates as included in the B101 agreement.

## SUMMARY OF VE SCOPE AND CHANGES:

Scope includes full project re-permitting: new signed/sealed drawings, new specifications, and updated signed/sealed structural calculations.

### SITE/LANDSCAPE

- 1) Coordinate and design revised entry plaza from removal of entrance addition
  - Study potential revisions to localized parking to incorporate changes
- 2) Study salvage of existing retaining wall at entry, in lieu of replacement, and incorporate into new design
- 3) Reduce secure lot retaining wall and regrade
- 4) Study generator enclosure associated grading, landscape screening, and tree protection to reduce retaining wall
- 5) Eliminate brick veneer from retaining walls
- 6) Remove bench/seat walls
- 7) Removal of pavers at building entries
- 8) Reduce concrete curbs
- 9) Remove pavement accent bands
- 10) West lot ADA change from concrete to asphalt
- 11) Eliminate two storm inlets
- 12) Revise storm water management strategy, including parking revisions
  - Includes MSD Project Clear Grant Application
- 13) Reduction of site/building lighting and security bollards
- 14) Reduce landscaping by 50%
- 15) Reduce irrigation by 50%
- 16) Redesign of soil types
- 17) Explore alternative fence types for secured parking
- 18) Revisit existing ornamental fence and its ability to be reused

### ARCHITECTURAL/STRUCTURAL

- Annex basement:
  - 1) Evidence processing and storage moves to first floor areas immediately above
  - 2) Exercise room moves to existing basement area where cells currently exist
  - 3) No re-structuring of fire truck support deck/structure
    - Remove portions of previously designed CMU walls and footings
    - Remove previously designed new steel framing, columns and foundations for eliminated level 1 raised floor area
    - Remove previously designed raised steel framing at ADA lift platform and redesign/detail with light gauge over framing on top of existing fire truck support deck
- Annex & Connector first floor:
  - 1) Records and Dispatch and Police Lobby move from Annex to Connector
  - 2) One-stop transaction offices and City staff break area eliminated from Connector
  - 3) Public meeting rooms eliminated from Connector
  - 4) Print shop, laundry closet and restroom and wellness room moved to accommodate Records and Dispatch and Police Lobby program
  - 5) Eliminate building addition for new vestibule, shared lobby, and security screening program

- 6) Design new entry vestibule and exterior plaza (accessible entrance to City Hall and police at east side of existing Connector, maintaining structural removal of deteriorated "garage" structure with some site retainage required)
  - Evaluate existing structure for support of new pre-fabricated entrance canopy to the original arched way connector corridor building. Provide preliminary building strengthening design if required.
- 7) Holding areas re-planned for CMU walls in lieu of metal security barrier walls, with rear of cell mechanical chase eliminated, one shower eliminated, and redundant circulation and processing areas removed.
  - Evaluate and strengthen level 1 floor structure for the support of CMU holding cell partitions in lieu of previous lighter weight truss wall system. Includes CMU wall design and supplemental steel beam support design under level 1 where required.
- 8) Revisions to accommodate evidence processing and storage moved to first floor (including in area of former fire truck depressed and strengthened slab) and validation of storage needs and quantities for high-density solutions.
  - Design and MEP vertical shaft through the existing fire truck bay floor slab that will now remain intact (see mechanical)
- Annex Third Floor & Roof
  - 1) Eliminate work to restore third floor skylight
- Annex General - Structural
  - 1) Eliminate scope for voluntary structural seismic retrofit and coordinate room revisions to all areas affected by removal
    - Remove previously designed voluntary lateral upgrade shear walls, foundations and collector detailing; includes plan work and section cuts
  - 2) Rework floor and roof system to wall anchorage detailing requirements for minimum IEBC requirements
  - 3) Redesign chiller support framing for two heavier units in lieu of 3 smaller (see mechanical)
  - 4) Redesign roof strengthening for two DOAS Units to two DX cooling/Gas Heating type units. Provide structural alteration for inclusion of one additional rooftop exhaust fan as part of this unit change (see mechanical)
- Trinity
  - 1) Study removal of one unisex restroom in Virtual Training (minimum plumbing count requirement to be verified)
  - 2) Review options for canopy design savings and program requirements
- Review and update code block and plans for all related and impacted drawings

## INTERIORS/LIGHTING

- Annex & Trinity:
  - 1) Coordination of ceilings and lighting for all changes noted above
  - 2) Revision of ceilings and lighting for ACT in lieu of plaster in many areas and removal of drywall soffits where possible
  - 3) Modify lighting calculations entire project area (and site)
  - 4) Modify Emergency Egress Lighting Calculations for City Permit Submittal
  - 5) Modify Luminaire Schedule including Basis of Design and Equivalents

- 6) Modify Luminaire Cutsheets
- 7) Modify Lighting Mounting details and coordination with architecture
- 8) Miscellaneous interior finish re-selections, detailing, and reductions in quantities

MECHANICAL/ELECTRICAL

- 1) Full area re-design for 40% of the project’s floor plan square footage to be modified.
- 2) Major mechanical re-design for systems to meet Life Cycle Costs code minimum requirements and Updated Energy Modeling for re-designed system
- 3) Anticipated design changes include:
  - a. Remove hydronic hot water heating system and replace with natural gas fired units or electric heating coils
  - b. Main building dedicated outdoor air unit will be DX cooling and natural gas heating. The energy recovery wheel will be removed, and local exhaust fans will be added
  - c. Revise the HVAC condition zones to combine similar areas to reduce quantities of fan coil units by approximately 30%
  - d. Revise the quantity of air-cooled chillers from three to two
  - e. Revise the generator sizing and equipment features for updated building loads
  - f. Revise the main electrical service sizing for updated loads
  - g. Revise the security system to reduce the quantity of cameras and card access locations
  - h. Remove the conference room AV and security systems
  - i. Remove the nitrogen generation system for the dry fire protection system
  - j. Remove the assistive listening system in the courtroom (required for accessibility, to be provide by Owner and not by GC)
  - k. Coordinate plumbing/piping revisions as required for plan changes

RE-BIDDING SERVICES

Per original AIA B101 Agreement “Section 3.5 Procurement Phase Services”, the revised project will be bid as a new project without addendums from the drawings previously issued for bid December 01, ~~2023~~2022.

SCHEDULE (from Notice to Proceed)

Updated Energy Modeling and Life Cycle Costs	4 weeks (concurrent with CDs)
Construction Documents 95%	12 weeks
Navigate/City drawing Review Period	2 weeks
Construction Documents 100%	2 weeks
Re-Bidding Services	8 weeks

**COMPENSATION**

For architectural, justice consulting, civil, landscape, structural, MEPFP and Security/AV/IT, lighting design, and code and accessibility consultant additional services as outlined above, Trivers shall be compensated for its services hereunder in the amount of **Four-Hundred ~~Seventy-Five~~Ninety Thousand ~~One~~Eight-Hundred dollars (\$~~475,490,100~~800)** as a lump sum.

ADD SERVICE COMPENSATION FOR VE:

Revisions to Construction Documents for VE	\$420,900
Re-Bidding Services	<u>\$54,200</u>
Updated Energy Modeling and Life Cycle Costs	<u>\$15,700</u>
<b>Total Add to Contract Sum</b>	<b>\$490,800</b>

*Early Release or Multiple Bid Packages are excluded at this time and would be Additional Service upon request.*



**CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM**



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>CA20231009-04</b>
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<b>SUBJECT/TITLE:</b> Navigate Amendment			
<b>PREPARED BY:</b> Brooke A. Smith		<b>DEPARTMENT / WARD:</b> City Manager's Office	
<b>AGENDA SECTION:</b>	Consent	<b>CAN ITEM BE RESCHEDULED?</b>	Yes
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b> City Manager recommends approval			
<b>FISCAL IMPACT:</b> The city's reserves will be reduced by \$69,750			
<b>AMOUNT:</b>	\$69,750	<b>ACCOUNT No.:</b>	15.30.90.8275.01
<b>FROM FUND:</b>		<b>TO FUND:</b>	
<b>EXPLANATION:</b> The renovation of the Annex and Trinity buildings will require re-design in order to meet the construction budget. Navigate requires an amendment to their contract to assist with the re-design.			

<b>STAFF COMMENTS AND BACKGROUND INFORMATION:</b> Staff has been working with both Navigate Building Solutions and Trivers to determine how the renovation project can be altered to fall within the initial budget set for the project. The anticipated redesign has a projection \$8 million in cost savings for the construction budget. Navigate will be creating a separate demo and abatement procurement package (fee of \$51,150) and they will generate a One Stop estimate, perform differing conditions assessment and enhanced bid document review for the re-design package to be issued by Trivers (fee of \$18,600).
--

<b>CIP No.</b>	
<b>RELATED ITEMS / ATTACHMENTS:</b> Navigate Contract Amendment Cost Update Memo	

<b>LIST CITY COUNCIL GOALS (5):</b> Prudent Fiscal Management Infrastructure Improvements	
<b>RESPECTFULLY SUBMITTED:</b>	City Manager, Gregroy Rose
<b>MEETING DATE:</b>	October 6, 2023

## Professional Owner's Representative Services Agreement – AMENDMENT 1

This Contract Amendment, dated October 10, 2023, amends the Professional Services Agreement dated May 9, 2023 between the City of University City (Owner) and Navigate Building Solutions, LLC (Owner's Representative). The Parties agree as follows:

NAVIGATE shall provide additional services for the completion of the following:

Annex and Trinity Building – Separate Demo and Abatement Procurement Package

Annex and Trinity Building – One Stop Estimates, Differing Conditions Assessment and Enhanced Bid Document Review

### 1.0 Scope of Work:

#### 1.1. Separate Demolition and Abatement Procurement Package

1.1.1. Owner's Representative shall gather and review all existing project documentation including past reports and environmental analysis.

1.1.2. Owner's Representative shall schedule and attend meetings with the Environmental Consultant and Architect to collaboratively define the Scope of Work to be included in the separate Demolition and Abatement package.

1.1.3. Owner's Representative shall coordinate the extents of demolition with the Engineering Team to identify how to isolate affected Mechanical, Electrical and Plumbing systems.

1.1.4. Owner's Representative shall work with the entire team to clearly define the constraints of the work to be completed by the Demolition and Abatement Contractor as compared to the General Contractor.

1.1.5. Owner's Representative shall prepare operational and site logistics plans for inclusion in the bid documents to limit Owner and Pedestrian inconvenience and to minimize the potential for contractor change orders.

1.1.6. Owner's Representative shall coordinate the preparation of bid documents.

1.1.7. Owner's Representative shall manage the bid process and execution of contracts in accordance with Owner's requirements and standard contracts developed in collaboration with the City Attorney prior to project bidding.

1.1.8. Owner's Representative shall actively market this bid package to ensure bidder response.

1.1.9. Owner's Representative shall provide market intel to validate bid timing.

1.1.10. Owner's Representative shall respond to bidder inquiries and requests for clarification.

1.1.11. Owner's Representative shall assist with pre-bid conferences and building tours to familiarize bidders with the bid documents and any special or unique systems, materials and methods.

1.1.12. Owner's Representative shall review bids, prepare analyses and make recommendations to the Owner for an award of a contract for this Bid Package.

1.1.13. Owner's Representative shall provide recommendations regarding the Demolition and Abatement Contractor's proposed mobilization schedule, temporary Project facilities, equipment, materials and



services during construction and the assignment of responsibilities relating to the same.

1.1.14. After the Owner awards the Demolition and Abatement Contract and before the Contractor commences work on the site, Owner's Representative shall assist the Owner in the preparation of necessary traffic flow diagrams, plans and temporary wayfinding signage showing the use of designated roadways and sidewalks, the closing of any building entry's and/or sidewalks, and the re-routing of any traffic.

1.1.15. Owner's Representative shall represent the Owner in its communications with the Demolition and Abatement Contractor, and Consultant(s); schedule, attend and conduct progress meetings, and regular on-site meetings to review construction progress and pay requests and provide appropriate recommendations to the Owner concerning the Owner's decisions on construction matters.

1.1.16. Owner's Representative shall (i) assist and review the processing of change orders, (ii) advise the Owner concerning the necessity for, the scope of and recommended cost of change orders, and (iii) negotiate, on the Owner's behalf, change orders with the Demolition and Abatement Contractor.

1.1.17. Owner's Representative shall review applications for payment made by the Demolition and Abatement Contractor and advise the Owner on payment.

1.1.18. Owner's Representative shall advise and consult with City representatives to help ensure Prevailing wage compliance.

1.1.19. Owner's Representative shall notify the Owner in writing, with photos and supporting documentation if Owner's Representative becomes aware that the work of the Demolition and Abatement Contractor is not being performed in accordance with the requirements of the Contract Documents.

1.1.20. Owner's Representative shall coordinate with the Environmental Consultant for the completion of the required air monitoring and testing activities required to substantiate the completion of work and as needed for the General Contractor to commence work.

1.1.21. Owner's Representative shall complete the final close-out of the Demolition and Abatement Project.

## 1.2 One Stop Estimates, Differing Conditions Assessment and Enhanced Bid Document Review

1.2.1 Owner's Representative shall provide estimates for the One Stop Options being contemplated on the first floor of the existing City Hall.

1.2.2 Owner's Representative shall provide an analysis of differing conditions and perform a second detailed constructability analysis of the design document prior to their issuance for bid.

1.2.3 Owner's Representative shall provide enhanced bid document review, ongoing estimating updates and a formal contractor contract review prior to project bidding.

## **2.0 SCHEDULE**

2.1 The Demolition and Abatement Procurement Package will be prepared for bidding between October 1, 2023 thru January 1, 2024, with onsite construction activities occurring between February 1, 2024 and April 26, 2024.

2.2 One Stop Estimates, Differing Conditions Assessment and Enhanced Bid Document Review shall take place from October 1 thru November 15, 2023.

**3.0 COMPENSATION**

3.1 Owner’s Representative shall be paid a lump sum amount of Fifty-One Thousand, One Hundred Dollars (\$51,150) for Demolition and Abatement Procurement Package Services defined in Article 1.1.

3.2 Owner’s Representative shall be paid a lump sum amount of Eighteen Thousand, Six Hundred Dollars (\$18,600) for One Stop Estimates, Differing Conditions Assessment and Enhanced Bid Document Review Services defined in Article 1.2.

3.3 All home office profit, overhead and direct personal expenses are included in the rates. No additional expenses will be charged with the exception of Owner directed and approved out-of-town travel, third-party consultants contracted by Owner’s Representative or document reproductions made at the request of the Owner.

\_\_\_\_\_  
Todd A. Sweeney

Member

NAVIGATE Building Solutions, LLC

\_\_\_\_\_  
Name

Title

City of University City, Missouri



**City of University City, MO  
City Council Update Memo  
October 9, 2023**

***To University City, MO City Council Members:***

Navigate Building Solutions last provided an update to you on the status of the Annex + Trinity Hall Renovations project on 8/22/23. At this work session, Council requested that additional due diligence be performed to determine if the One Stop function could be incorporated in to the renovation program. Trivers has since completed an assessment and made a recommendation to the City Council to include the One Stop function on the first floor of the existing City Hall. This option was presented on 9/26/23.

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The proposed project schedule is as follows:

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- Remaining (Uncontracted) Total Program Costs      \$28,442,713

The above information is provided as an Executive Summary. Detailed information is available upon request. We look forward to continuing with this project if approved by the City Council.

Sincerely,

A handwritten signature in blue ink that reads 'Katie Aholt'.

Katie Aholt

Project Director

Navigate Building Solutions

**CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM**



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>CM20231009-01</b>
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<b>SUBJECT/TITLE:</b> CUP-23-05 - A Conditional Use Permit (CUP) application to allow a Day Care Center in the "IC" Industrial Commercial District at 6523 Olive Boulevard.			
<b>PREPARED BY:</b> John L. Wagner		<b>DEPARTMENT / WARD</b> Planning and Development/Ward 3	
<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 concurs with the Plan Commission and recommends approval.			
<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 a Day Care Center at 6523 Olive Boulevard 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 September 27, 2023 Plan Commission meeting, amended to include for the City Council the Commission's recommendation, as well as Plan Commission Transmittal Letter and the application for the Conditional Use Permit.	

<b>LIST CITY COUNCIL GOALS (5):</b> Economic Development Community Quality of Life	
<b>RESPECTFULLY SUBMITTED:</b>	City Manager, Gregroy Rose
<b>MEETING DATE:</b>	October 9, 2023



**Department of Planning and Development**

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

September 27, 2023

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

RE: Application for Conditional Use Permit CUP 23-05 – A request to allow a Day Care Center in the “IC” Industrial Commercial District at 6523 Olive Boulevard.

Dear Ms. Reese,

At a regularly scheduled meeting, on September 27, 2023, at 6:30 p.m. at the Heman Park Community Center, the Plan Commission considered the above-referenced application by Malukah Johnson, on behalf of Morning Star Academy, for a Conditional Use Permit to allow to allow a Day Care Center in the “IC” Industrial Commercial District at 6523 Olive Boulevard. By a vote of 6 for and 0 against, the Plan Commission recommended approval of the application.

Sincerely,

Margaret Holly, Chairperson  
University City Plan Commission

**STAFF REPORT**

**City Council**

<b>Meeting Date</b>	October 9, 2023
<b>File Number</b>	CUP-23-05
<b>Council District</b>	3
<b>Location</b>	6523 Olive Boulevard
<b>Applicant</b>	Malikah Johnson, on behalf of Morning Star Academy – West
<b>Property Owner</b>	Jennifer Nam, Baiks Total Group, LLC
<b>Request</b>	Conditional Use Permit (CUP) to allow a Day Care Center in the “IC” Industrial Commercial District at 6523 Olive Boulevard.

**Comprehensive Plan Conformance:**

Yes       No       No reference

**Staff Recommendation:**

Approval     Approval with Conditions     Denial

**Attachments:**

- A. Application
- B. Narrative
- C. Owner Authorization for Application

**Applicant Request**

The applicant, Malikah Johnson, on behalf of Morning Star Academy – West, is requesting a Conditional Use Permit (CUP) to allow a Daycare Center in the “IC” Industrial Commercial District at 6523 Olive Boulevard.

**Existing Property**

The subject property is 3,350 square-feet in size and is zoned Industrial Commercial (IC). The existing building was constructed 1925. Only the first floor of the two-story building is proposed for the day care facility. The building was used a day care center – Maryam’s Infant and Toddler Center – until March of 2023. There are no parking spaces on the property. But there are several spaces on the 6527 Olive Boulevard lot immediately to the west of this site.

<b>Existing Zoning &amp; Land Use</b>		<b>Surrounding Zoning &amp; Land Use</b>	
Existing Zoning:	Industrial Commercial (IC)	North:	Limited Residential (LR); Residential
Existing Land Use:	Vacant	East:	Industrial Commercial (IC); Vacant
Proposed Zoning:	No change	South:	Industrial Commercial (IC); Vacant
Proposed Land Use:	Day Care Center	West:	Industrial Commercial (IC); Commercial (Day Care Center)

## **Analysis**

The most important issue with this request for a Conditional Use Permit (C.U.P.) is the parking. As required by §400.2140 of the Zoning Ordinance, Day Care Centers require 1 space for every 5 individuals cared for as authorized by State licensing. The State of Missouri license obtained by the Applicant allows for eighteen (18) individuals to be cared for at this facility. Consequently, the facility would need four (4) parking spaces.

As there is limited or no parking on the site, the Applicant would need to secure in writing an agreement with the owner of 6527 Boulevard to use four (4) parking spaces for this use prior to obtaining a Commercial Occupancy Permit. There appears to be plenty of parking spaces available for the proposed day care facility, depending on how many of the parking spaces on the 6527 lot are already accounted for. The same entity – Baiks Total Group, LLC – owns both the 6527 and 6523 Olive Boulevard properties.

## **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.

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### **Staff Recommendation**

Staff recommends approval of the Conditional Use Permit for the property located at 6523 Olive Boulevard with the following conditions:

1. A written agreement for the required number of parking spaces be submitted prior to issuance of a Commercial Occupancy Permit.
2. That portion of the fence surrounding the back of the property, and the short portion on the eastern edge, be repaired or replaced prior to issuance of a Commercial Occupancy Permit.

### **Plan Commission Meeting**

**At the Plan Commission meeting on September 27, 2022, the Plan Commission voted unanimously to approve the Conditional Use Permit for Malikah Johnson, on behalf of Morning Star Academy, for a Day Care Center at 6523 Olive Boulevard, as presented.**



Department of Planning & Development

6801 Delmar Boulevard • University City, Missouri 63130 • 314-505-8500 • Fax: 314-862-3168

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

- 1. Address/Location of Site/Building: 6523 Olive Blvd F1
2. Zoning District (check one):
SR LR MR HR HRO GC LC CC [X] IC PA PD
3. Applicant's Name, Corporate or DBA Name, Address, Phone Number, and Email: Malika Johnson, Morning Star Academy - West, 3502 Osage St F1, 314-745-9134, morningstaracademywest@gmail.com
4. Applicant's Interest in the Property: [X] Tenant\*

\* Zoning Code Section 400.2680 requires that the application 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.

- 5. Owner's Name, Corporate or DBA Name, Address, Phone Number, and Email (if other than Applicant): Jennifer Nam, Baiks Total Group LLC, 10200 page ave St. Louis, MO 63132, 314-313-0841, firechickenpage@gmail.com

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.).

Lawn will be cut every 2 weeks by lawn service, sign will be simple with no light and very minimum color.

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

Morning Star Academy - West will offer child care for families in the university city area.

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

No. We are offering child care, if any thing it should help the residents.

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

Yes.

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

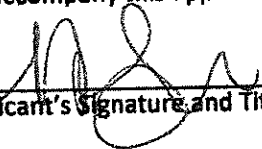
Yes, off-street parking will be provided. There is a lot on the side of building.

\*\* In addition to this application form, memo detailing the following information is required:

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 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. 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 \$250 must accompany this application.

08/22/23  
Date

 owner of business  
Applicant's Signature and Title

Representing (if applicable)

FOR OFFICE USE ONLY

\_\_\_\_\_ Date Application was Received.  
\_\_\_\_\_ Application Fee in the Amount of \$ \_\_\_\_\_ Receipt # \_\_\_\_\_  
\_\_\_\_\_ Application returned for corrections or additional data, drawings, etc.  
\_\_\_\_\_ Case # \_\_\_\_\_ created.

Malikah Johnson is the owner of Morning Star Academy and Goodfellow Child Development. She has been in the daycare business for 6 years. This will be her 3rd location for daycare business. The new site location will be "Morning Star Academy - West" expansion off of "Morning Star Academy", which has been open for 2 years now in the city of Woodson Terrace. This site was chosen for the proposal because the owner felt a location in the west of Saint Louis area was needed, also the site was already a childcare center up until March 2023. There will be three employees working at this facility with the hours of 6am-6pm. There should be minimum impact to the surrounding property. It sits off the street of Olive Blvd, and has a parking lot on the side of the property. The property will have no new construction, with it already being a childcare center it isn't required.

Jennifer Nam  
Baiks Total Group LLC  
10200 Page Ave  
Saint Louis, Mo 63132

8/25/2023

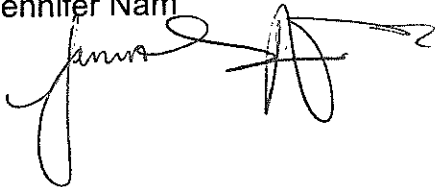
City of University City  
6801 Delmar Blvd  
Saint Louis, Mo 63130

To the City of University City:

Malikah Johnson owner of Morning Star Academy is currently renting at our commercial property (6523 Olive Blvd. Fl 1). I Jennifer Nam, Baiks Total Group LLC authorize this business to file a Conditional Use Permit Application to start the process of getting the business up and running.

Sincerely,

Jennifer Nam

A handwritten signature in black ink, appearing to read 'Jennifer Nam', with a stylized flourish extending to the right.

Owner of Baiks Total Group LLC



**CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM**



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>NB20231009-01</b>
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<b>SUBJECT/TITLE:</b> Admission into Missouri Fire Fighter Critical Illness Pool			
<b>PREPARED BY:</b> William Hinson Fire Chief		<b>DEPARTMENT / WARD</b> Fire	
<b>AGENDA SECTION:</b>	New business Bill 9428	<b>CAN ITEM BE RESCHEDULED?</b>	yes
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b> The City Manager recommends adoption of ordinance for firefighters to be admitted into the Critical Illness (cancer) pool.			
<b>FISCAL IMPACT:</b> The annual cost will fluctuate around \$7,000 annually. This program has the potential to lower workers comp insurance in the future as the award from this is deducted from payouts by workers comp. This is a budgeted item.			
<b>AMOUNT:</b>	\$7,000	<b>ACCOUNT No.:</b>	
<b>FROM FUND:</b>	1-35-25-6010	<b>TO FUND:</b>	1-35-25-6010
<b>EXPLANATION:</b> This is a statewide program that allows Cities and Districts to enroll it's firefighters in a cancer trust (#1 illness of firefighters). This reduces the red tape and expedites payment for cancer treatment for cancers that are known to be prevalent in firefighters.			

<b>STAFF COMMENTS AND BACKGROUND INFORMATION:</b> This is a state backed pool that eases the burden on workers comp and makes certain cancers presumptive with a payout to assist in treatment of such cancers. This is a budgeted item. Please see related attachments for full details
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<b>CIP No.</b>	
<b>RELATED ITEMS / ATTACHMENTS:</b> MFFCIP Program Overview Bill 9528	

<b>LIST CITY COUNCIL GOALS (S):</b> Health and Wellness of Employees Public Safety	
<b>RESPECTFULLY SUBMITTED:</b>	City Manager, Gregroy Rose
<b>MEETING DATE:</b>	10/9/2023



# Missouri Fire Fighters Critical Illness Pool



# Agenda



- Program Summary
- Process
- Organizational Chart
- Covered Cancers
- Eligibility
- Rates for Three Years
- Benefits for Employers
- Benefits for Covered Individuals
- How to Join
- Frequently asked Questions



# Program Summary



The purpose of MFFCIP is to put forth a program that equitably ends numerous years of contentious discussion at the legislature—due to conflicting studies on numerous fire operation’s carcinogens in the workplace and their causal relationship to some 17 identified cancers—between labor and management interests over the necessity of an equitable resolution to the issue of presumption of cancer for firefighters.



# Process

Legislators in Jefferson City asked interested parties—unions, chiefs, and the insurance community—to discuss and put forth parameters that all could agree on with regard to providing cancer benefits to firefighters in Missouri.

Several committees were convened over the last four years to meet the above goal, settling on the long-term solution of building a Pool similar to what was accomplished in Colorado in 2014 with Heart and expanded to Cancer in 2017.

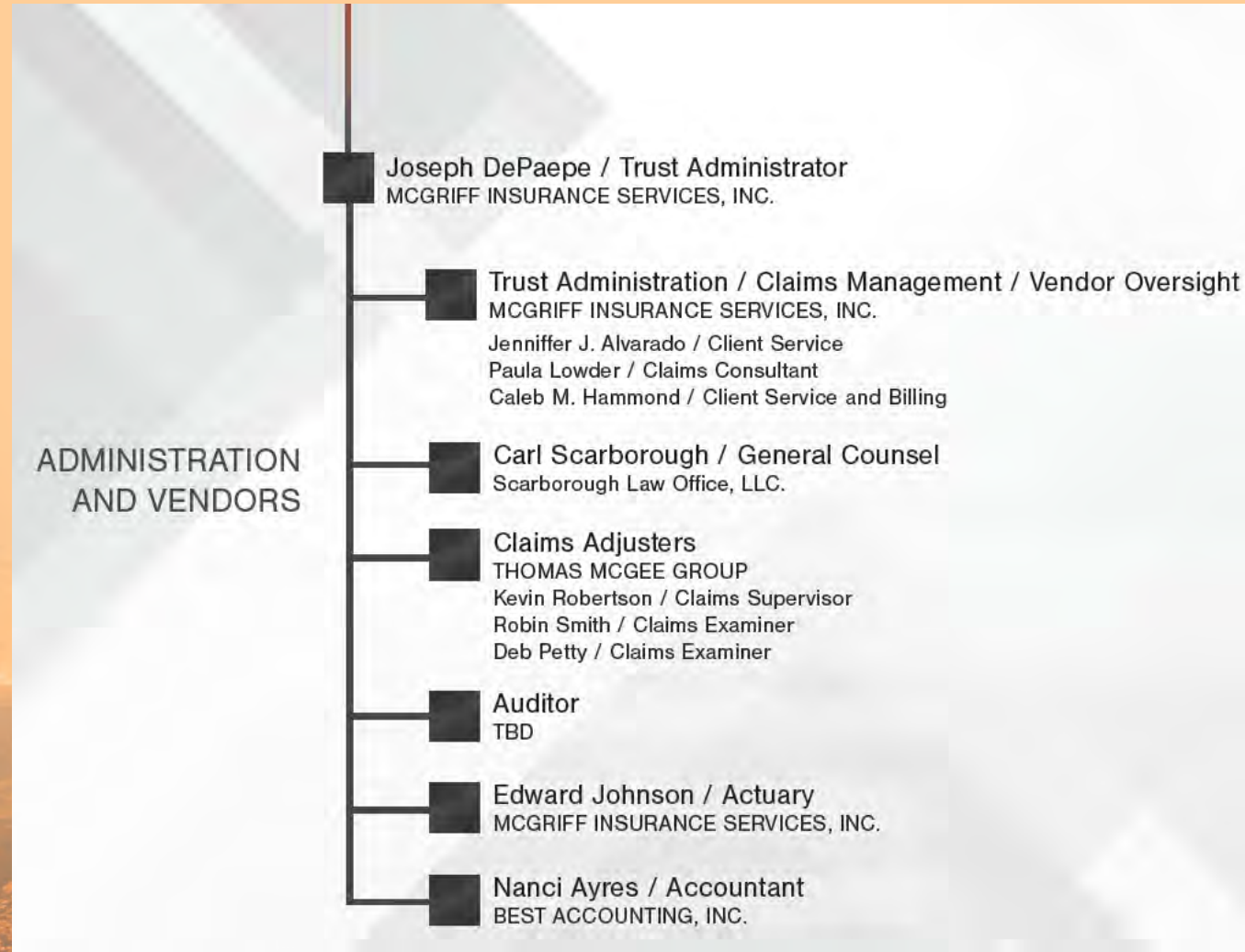
In 2021 Senate Bill 45 was introduced to the Missouri legislature with the support of fire operation's labor and management to implement a solution that would see the majority of \$5,000,000 of public funds granted expended on a Cancer Award Program going to the benefit of Missouri firefighters through a self-insured Pool. Sixty percent of the funding requested will go toward capitalization; thirty percent to rate subsidy; and ten percent for cancer prevention and early detection.



# Organization Chart



# Organization Chart



# Covered Cancers

Seventeen specific cancers are covered, which include:

- Bladder
- Brain
- Colon
- Esophagus
- Kidney
- Lung
- Melanoma
- Mesothelioma
- Multiple myeloma
- NHL
- Prostate
- Rectal
- Skin
- Stomach
- Testicular
- Thyroid
- Breast



# Eligibility

- Volunteer & Part Time -5 years of active service with minimum of 24 hours training
- Full Time – 5 years of minimum 1600 hours annually
- Member determines who is Eligible within the Member's direct provision of fire prevention services. May include Dispatch, Mechanics, Community Outreach, Fire Investigators
- Medical Examination some time at or after hire and before the diagnosis



# Rate for first three years

## 5-year Volunteer and Part-time Firefighters

Coverage Limit	Annual Cost		
	2022	2023	2024
\$100,000	\$31	\$38	\$44
\$200,000	\$63	\$75	\$88
\$300,000	\$95	\$114	\$133

## 5-year Full-time Firefighters (Minimum 1,600 hours)

Coverage Limit	Annual Cost		
	2022	2023	2024
\$100,000	\$39	\$46	\$55
\$200,000	\$78	\$94	\$109
\$300,000	\$118	\$142	\$165

For more information email [mffcip@mcgriff.com](mailto:mffcip@mcgriff.com) or visit [mffcip.org](http://mffcip.org)





# Benefits to Employers

- Cap on Liabilities – Participation places a \$100,000, \$200,000 or \$300,000 per claim payout depending on limit chosen
- Retirees up to fifteen (15) yrs after service, or obtaining the age of 70
- Lower experience modification factors
- Lower Workers' Compensation Primary and Excess Rates – In the long term cancer claims are not included in rate making
- Improved Employee Relations – Improves relations between firefighters and management as no invasive investigation and litigation over a claim being job-related or not



# Benefits to Firefighters

- No more long waits for benefits – Benefits payable upon confirmation of diagnosis and payment is dispensed within ten (10) days of receipt of completed documentation
- Scaled awards based on condition – Firefighters will receive payments based on the type and stage of their cancer, not based on court adjudication
- Recognition of service – Cancer will be considered a line of duty event for the purpose of benefit payments with out investigation or a determination as to actually being job related
- Tax-free benefits – Except for rehabilitation payments, awards in the Cancer Program are not taxable



# How to Join- See INSTRUCTIONS AND CHECKLIST TO JOIN THE POOL

- Quick Calculator is provided for rough calculation of the current year contribution.
- Proposals can be provided upon receipt of your estimated number of eligible full-time, part-time and volunteer employees.
- Submit our quote form, [www.mffcip.org](http://www.mffcip.org) , and a representative will reach out to you.
- Completion of the Census Roster, listing your actual eligible firefighters, is required before binding. Coverage is limited to declared individual(s) listed on the roster, except newly eligible after enrollment.
- The Required Actions for Prevention of Cancer must be implemented, maintained, and renewed by annual acknowledgment by the Chief.
- The District Resolution or Municipal Ordinance accepting the Pool Agreement
- The Trust and Pool Agreement must be signed and received by the Pool Administrator prior to participation being effective.
- All members must designate a Member Representative and Alternate Representative



# Frequently Asked Questions



# What is the Cancer Award Program?

This program is a nontaxable accident coverage benefit intended to supplement or pay for the out-of-pocket expenses and provide additional compensation for other benefits such as experimental treatment as best determined by the fire fighter.

The details of this program follow:



1. Pool formation will use existing MO enabling statute section 537.620 within the Uniform Individual Accident and Sickness Insurance Law to form the Pool.
2. Cash awards are paid within 10 days of a completed application to include the attending physician's diagnosis.
3. Up to \$4,000 disbursements are made semi-monthly based on schedule of benefits.
4. Payments are made before sick leave and vacation time need to be used.
5. Diagnosis for the purposes of this program with the employers' agreement will be treated as an at-work occurrence for the purpose of paying applicable benefits but not prompting a Workers' Compensation work related claim.
6. This program coverage is technically not disability insurance; it is accident coverage.
7. This benefit does not exclude the filing of a Workers' Compensation claim; however, any payments made under this program will be offset under Workers' Compensation.



# What is the organizational structure?

- MFFCIP is owned and operated by Missouri Fire operations appointed board. Stakeholders from numerous organizations address all issues and provide guidance. A steering committee comprised of representatives from fire operations, medical professionals and insurance industry also provides input.
- Following implementation, the Board has the option to expand to include representation from HR, risk managers, finance, and others as appropriate.



# What cancers are covered?

- Seventeen specific cancers are covered:

Bladder, Brain, Colon, Esophagus, Kidney, Lung, Melanoma, Mesothelioma, Multiple myeloma, NHL, Prostate, Rectal, Skin, Stomach, Breast, Testicular, and Thyroid.

- Other cancers or diseases which adversely affect fire fighters can be added by the Board as new studies or findings are published.
- Smoking or the use of tobacco products reduces benefits by 25%.





# What are my choice of limits and cost options?

- Maximum Limits available will be \$100K, \$200K, or \$300K. The fully burdened cost per full-time fire fighter is roughly \$100, \$200, or \$300 annually prior to subsidies in the first three years.
- Part-time and volunteer rates are roughly 70% the cost of full-time rate before subsidies.



# How to Join

The Instructions and Checklist to Join the Pool can be found on our website: [www.mffcip.org](http://www.mffcip.org)

Please use the QR code to access these instructions as well as the five (5) documents that must be received by the Pool Administrator.



# Meet Our Team

**Joe DePaepe, CPCU, CIC**

Trust Administrator

[jdepaepe@mcgriff.com](mailto:jdepaepe@mcgriff.com)

D: 503-943-6628

M: 503-784-2721

**Jennifer J. Alvarado**

Client Service

[jalvarado@mcgriff.com](mailto:jalvarado@mcgriff.com)

D: 503-943-6632

M: 503-807-0607

**Lei Shi, CRM, CIC, AU**

Client Service and Billing

[lshi@mcgriff.com](mailto:lshi@mcgriff.com)

D: 503-943-6372

**Paula Lowder**

Claims Consultant

[paula.lowder@mcgriff.com](mailto:paula.lowder@mcgriff.com)

D: 719-761-3282

M: 719-761-3282





# Thank You!

Questions?

[www.mffcip.org](http://www.mffcip.org)

**INTRODUCED BY:**

**DATE:** October 9, 2023

**BILL NO. 9528**

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE CITY OF UNIVERSITY CITY,  
MISSOURI TO PARTICIPATE IN THE MISSOURI FIRE FIGHTERS  
CRITICAL ILLNESS TRUST AND POOL.**

WHEREAS, the Missouri Fire Fighters Critical Illness Trust and Pool ("MFFCIT") is a voluntary critical illness benefits pool, formed as a nonprofit corporation on February 15, 2022; and

WHEREAS, political subdivisions such as the City of University City, Missouri ("City") may join MFFCIT and use public funds to pay any necessary assessments, pursuant to Sections 320.400 and 537.620 RSMo; and

WHEREAS, covered individuals include firefighters, emergency medical technicians, and telecommunicators as defined in Section 650.320(3) RSMo; and

WHEREAS, covered critical illnesses include cancer and posttraumatic stress injuries; and

WHEREAS, the Board of Trustees of MFFCIT are considered a public governmental body and subject to Chapter 610 RSMo (Sunshine Law); and

WHEREAS, the City Council believes it is in the best interests of the City to join MFFCIT.

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

Section 1. The City hereby declares its intent to become a member of MFFCIT and to participate therein upon approval of the Board of Trustees of MFFCIT.

Section 2. The City Manager is hereby authorized to execute all documents, including the Trust and Pool Agreement, and take such actions as the City Manager may deem necessary or desirable to carry out the intent of this ordinance.

Section 3. This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED and ADOPTED this \_\_\_\_\_ day of October, 2023.

\_\_\_\_\_  
MAYOR PRO TEM

ATTEST:

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

CERTIFIED TO BE CORRECT AS TO FORM:

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



**CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM**



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>NB20231009-02</b>
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**SUBJECT/TITLE:**  
Education Premises Identification System (EPIS)

<b>PREPARED BY:</b> Chief William Hinson	<b>DEPARTMENT / WARD</b> Fire
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<b>AGENDA SECTION:</b> New business Bill 9529	<b>CAN ITEM BE RESCHEDULED?</b> yes
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**CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:**  
The City Manager recommends approval of EPIS, which will assist Police and Fire in rapid deployment at Educational buildings.

**FISCAL IMPACT:**  
No fiscal impact for the City of University City

<b>AMOUNT:</b> \$0	<b>ACCOUNT No.:</b>
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<b>FROM FUND:</b> n/a	<b>TO FUND:</b>
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**EXPLANATION:**  
This bill has already been passed by St. Louis County and Most incorporated areas in St. Louis county. It is intended to assist Police and Fire to rapidly identify the locations of emergencies in Schools in order to reduce loss of property and life in times of crisis.

**STAFF COMMENTS AND BACKGROUND INFORMATION:**  
This has been developed to assist Fire and Police in rapidly deploying in a building to reduce the loss of life and property in situations such as a school shooting or a fire. The county wide adoption of this bill is the goal. It will allow not only U City units, but any other outside units to be able to rapidly identify where they are needed in a building. It reduces risk of units deploying in the wrong areas and confusion of their location inside the buildings.

<b>CIP No.</b>	
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**RELATED ITEMS / ATTACHMENTS:**  
Bill 9529 Premises identification and structure.

**LIST CITY COUNCIL GOALS (S):**  
Public safety  
Employee health and wellness

<b>RESPECTFULLY SUBMITTED:</b> City Manager, Gregroy Rose	<b>MEETING DATE:</b> 10/9/2023
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**INTRODUCED BY:**

**DATE:** October 9, 2023

**BILL NO. 9528**

**ORDINANCE NO.**

**AN ORDINANCE AMENDING SECTION 205.020 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO ADDITIONS, INSERTIONS, DELETIONS AND AMENDMENTS TO THE INTERNATIONAL FIRE CODE, 2018 EDITION, BY ADDING PROVISIONS ON PREMISES IDENTIFICATION FOR EDUCATIONAL GROUP BUILDINGS.**

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

Section 1. Section 205.020 of the Municipal Code of the City of University City, Missouri, relating to additions, insertions, deletions and amendments to the International Fire Code, 2018 Edition, is hereby amended by adding provisions on premises identification for educational group buildings, so that said section, as so amended, shall read as follows:

Section 205.020. Additions, Insertions, Deletions and Amendments.

A.

NFPA Standards. All now current or future NFPA Standards shall be referenced and utilized with the exception of NFPA 101, and incorporated herein, by the Fire Marshal, in the interpretation of Sections of the IFC and other codes in order to properly enforce this Section.

B.

The following numbered Sections and Subsections of the International Fire Code, 2018 Edition, as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and changes so that such Sections and Subsections shall read as follows:

1.

**(CHAPTER 1 SCOPE AND ADMINISTRATION) — (SECTION 101 GENERAL).**

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

2.

**(SECTION 103 DEPARTMENT OF FIRE PREVENTION).**

**103.1 General.** The Bureau of Fire Prevention is established within the jurisdiction under the direction of the Code Official. The function of the bureau shall be the implementation, administration and enforcement of the provisions of this code.

**103.2 Appointment.** Enforcement Official. It shall be the duty and the responsibility of the Chief Executive Officer, designated as the Fire Chief, to enforce the provisions of this code. The Fire Chief shall be the Code Official.

**103.2.1 Bureau organization.** The Bureau of Fire Prevention shall operate under the direct supervision of the Fire Marshal. The Fire Marshal shall be a uniformed member and chief officer of the Fire Department and operate under the direct supervision of the Fire Chief.



The Fire Marshal shall be appointed on the basis of his/her administrative abilities and qualifications to understand, interpret and enforce the technical provisions of this code. All uniformed members of the Fire Department shall be considered members of the Bureau of Fire Prevention. The Fire Marshal may assign or appoint technical assistants, inspectors or other employees that may be necessary for the effective and efficient operation of the Bureau of Fire Prevention. All appointments to the bureau shall be made in conformance with the provisions of the Municipal Code.

**103.3 Bureau members code enforcement duties and authority.** The Fire Marshal, and all properly assigned or appointed members of the Bureau of Fire Prevention shall have the duty to assist the Fire Chief in the administration and enforcement of the provisions of this code. As agents of the Fire Chief, all properly assigned or appointed members of the Bureau of Fire Prevention shall have the authority to exercise all the powers of the Code Official as detailed within this code.

### 3.

#### **(SECTION 104 GENERAL AUTHORITY AND RESPONSIBILITIES).**

**104.6 Official records.** The Fire Code Official shall keep official records as required by Sections 104.6.1 through 104.6.4. Such official records shall be retained for the period required for retention of public records.

**104.11.4 Compliance with orders.** A person shall not willfully fail or refuse to comply with any lawful order or direction of the Fire Official or interfere with the compliance attempts of another individual.

### 4.

#### **(SECTION 105 PERMITS).**

##### **105.1.2 Types of permits**

There shall be two (2) types of permits as follows:

1. Operational permit. An operational permit allows the applicant to conduct an operation or a business for which a permit is required by Section 105.6 for either:
  - 1.1. A prescribed period as determined by the Fire Code Official for operations that only occur once or are not ongoing.
  - 1.2. For ongoing operations, the operational permit shall be issued for a period not exceeding a year or until revoked.
2. Construction permit. A construction permit allows the applicant to install or modify systems and equipment for which a permit is required by Section 105.7. Construction permits will be administered by the applicable Building Code, Residential Code, Mechanical Code, Fuel Gas Code, Electrical Code, Plumbing Code, Existing Building Code, Energy Conservation Code, or Swimming Pool and Spa Code.

**105.6.51 Premises identification.** An operational permit is required. The plan shall be submitted and reviewed annually by August 1 of each year. Premises identification permits shall be issued at no charge.

**105.6.90 Places of education.** An operational permit is required to operate or occupy an educational occupancy.

**105.6.91 Places of high residency or transient residency.** An operational permit is required to operate or occupy any "R-1" occupancy building, "R-2" occupancy building with more than eight (8) dwelling units, and "R-4" occupancy buildings.

**105.6.92 Places of institutional care.** An operational permit is required to operate or occupy an institutional occupancy.

**105.7.26 Premises identification.** A construction permit is required to install premises identification in accordance with Section 408. Premises identification plans shall be submitted for review and approval before a permit will be issued. Premises identification permits shall be issued at no charge.

**5.**

**(SECTION 106 FEES).**

**106.2 Schedule of permit fees.** A fee for each permit shall be paid as required, in accordance with the following schedule:

1. Construction permit fees shall be paid as set forth in the Building Code, Residential Code, Mechanical Code, Fuel Gas Code, Electrical Code, Plumbing Code or Energy Conservation Code, and the fee shall include the cost of ensuring compliance with this code.
2. Operational permit applications shall include an application fee of thirty-five dollars (\$35.00).
3. Trips to the property where an inspection could not be performed because the work was not ready, the area of inspection could not be accessed, or similar situation, shall be billed at thirty-five dollars (\$35.00) per missed inspection.
4. Additional inspections in excess of the first inspection and one (1) re-inspection shall be billed at thirty-five dollars (\$35.00) per inspection.

**6.**

**(SECTION 109 BOARD OF APPEALS).**

**109.1 General.** University City Building Code Section **113** shall be applicable for all appeals involving this code.

**109.2 Limitations on authority.** Delete in its entirety.

**109.3 Qualifications.** Delete in its entirety.

**7.**

**(SECTION 110 VIOLATIONS).**

**110.4 Violation penalties.** Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair or do work in violation of the approved construction documents or directive of the Fire Code Official, or of a permit or certificate issued under the provision of this code, shall be guilty of an ordinance violation, punishable as provided in Section **100.190** of the University City Municipal Code. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

**8.**

**(SECTION 112 STOP WORK ORDER).**

**112.4 Failure to comply.** Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilty of an ordinance violation, punishable as provided in Section **100.190** of the University City Municipal Code.

**9.**

**(SECTION 114 UNSAFE CONDITIONS).**

**114.1 General.** Whenever the Code Official shall find in any structure or upon any premises dangerous or hazardous conditions or materials as follows, the Code Official shall order such hazardous conditions or materials to be removed or remedied in accordance with the provisions of

this code:

1. Hazardous conditions liable to cause or contribute to the spread of fire in or on said premises or structure or endanger the occupants thereof;
2. Conditions that interfere with the efficiency or operation of any fire protection equipment or system;
3. Obstructions to or on fire escapes, stairs, passageways, doors or windows, that are liable to interfere with the egress of occupants or the operation of the Fire Department in case of fire;
4. Accumulations of dust or waste material in air-conditioning or ventilating systems or grease in kitchen or other exhaust ducts;
5. Accumulations of grease on kitchen cooking equipment, or oil, grease or dirt upon, under or around any mechanical equipment;
6. Accumulations of rubbish, waste, paper, boxes, shavings or excessive storage of any combustible material;
7. Hazardous conditions arising from defective or improperly utilized or installed electrical wiring, equipment or appliances;
8. Hazardous conditions arising from defective or improperly installed equipment for handling or using combustible, explosive or otherwise hazardous materials;
9. Dangerous or unlawful amounts of combustible, explosive or otherwise hazardous materials;
10. All equipment, materials, processes or operations that are in violation of the provisions or intent of this code; and
11. Vehicles or equipment that impairs or obstructs Fire Department access to an occupied structure hindering or delaying Fire Department operations in case of an emergency.

**10. (SECTION 404 FIRE SAFETY, EVACUATION AND LOCKDOWN PLANS).**

**404.5 Premises identification.** Premises identification shall be in accordance with Section 408.

**11. (SECTION 408 PREMISES IDENTIFICATION).**

**408.1 Where required.** New and existing buildings of Educational Group E shall be identified in accordance with Sections 408.2 through 408.5.

**Exception:** Previously approved signage shall be permitted until July 31, 2024.

**408.2 Zone identification.** Zones shall be identified in accordance with Sections 408.2.1 through 408.2.4.

**408.2.1 Zone designation.** All occupiable structures on the premises shall be divided into sections or designated a specific zone agreeable to the Fire Code Official.

**408.2.2 Zone color assignment.** The zones shall be assigned a primary or secondary color. Other colors may be used/added if approved by the Fire Code Official. *(Recommended, not required, assign the zone with the main entrance RED and proceed clockwise with ORANGE, YELLOW, GREEN, BLUE, PURPLE)*

**408.2.3 Zone level consistency.** Zone color assignment shall be consistent on all grades of multilevel structures.

**408.3 Corridors identification.** Corridors inside of a zone shall be identified by the color assigned per Section 408.2.

**408.3.1 Striping.** A solid color representative of the designated zone shall be applied on the walls on both sides of the corridor.

**408.3.2 Striping size and location.** The stripe shall be no less than 4" AFF and no more than 36" AFF, and a minimum of 4 inches (102 mm) in width. The stripe shall be continuous in length of the corridor and terminate at the exit or the transition to a different zone. *(In corridors with lockers, displays, or other fixed obstructions an alternative location may be used as approved.)*

**408.3.3 Directional identification.** Colored arrows representative of the zone shall be provided at intersecting corridors. The arrow shall be a minimum of 1" in width and 8" in length. The arrows shall be affixed to the corridor wall at least 4" AFF and no more than 36" AFF. *Other heights may be used as approved.*



**408.4 Room and area identification.** All occupiable rooms and areas within a zone shall be identified in accordance with Sections 408.4.1 through 408.4.5, with numbers or labels in accordance with Section 408.2.

**408.4.1 Room and area designation.** Rooms and areas shall be identified by their current known number or known descriptive name (i.e., Gym, Library).

**408.4.2 Room and area color assignment.** Rooms and areas shall be assigned the color of the zone they occupy.

**408.4.3 Doors.** Doors shall be identified with signage conforming to Sections 408.4.3.1 through 408.4.3.2. Doors shall be labeled in Arabic numbers and alphabetical letters. Numbers shall not be spelled out. Where required, doors shall have signage both inside and out.

**408.4.3.1 Egress/room side of door.** A sign with the room number in the assigned zone color shall be affixed over the door and shall be readily visible from inside the room. The numbers shall be in white on a background of the zone color. Each character shall be not less than 4 inches (102 mm)

high with a minimum stroke width of 1/2 inch (13 mm).



**408.4.3.2 Ingress/corridor side of door.** Room numbers shall be placed above the door and shall be readable from all angles from the hallway or area to which they open. The numbers shall be in white on a background of the zone color. Each character shall be not less than 4 inches (102 mm) high with a minimum stroke width of 1/2 inch (13 mm).



**408.4.4 Windows.** Signs with the room number in the designated zone color shall be affixed to the interior surface of the left most facing window and shall be visible from the exterior of the building.

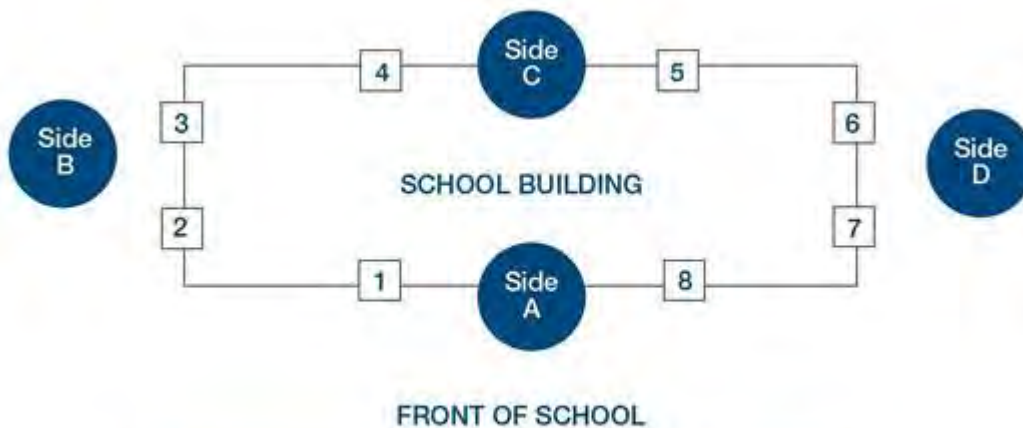
**408.4.4.1 Placement.** Room numbers shall be placed on the left-most window when viewed from outside the building.

**408.4.4.2 Number size/color.** The numbers shall be in white on a background of the zone color. Each character shall be not less than 6 inches (152 mm) high with a minimum stroke width of 1/2 inch (13 mm), and visible from ground level.



**408.5 Exterior door identification.** All doors on the exterior of a building that provide access into the building shall be identified in accordance with Sections 408.5.1 through 408.5.6.

**408.5.1 Number designation.** All exterior doors shall be numbered in a sequential order starting with the main entrance (office door/public entrance). The main entrance shall always be #1. Subsequent doors shall be numbered in sequential order in a clockwise manner.



Responders typically identify the front of the school as "Side A"

**408.5.2 Number color.** The color of the number shall represent the zone color per Section 408.3. Door numbers shall contrast with their background.

**408.5.3 Number size.** Door numbers shall be Arabic numbers and alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 6 inches (152 mm) high with a minimum stroke width of 1/2 inch (13 mm).

**408.5.4 Number placement.** Door numbers shall be placed at the top center of the door. Exception: Roll-up doors the numbers shall be located between 1/2 and 3/4 of the height of the door adjacent to the door opening.



**408.5.5 Exterior access to corridors.** Doors that provide access directly to a corridor shall be marked with the door number on a retro-reflective block in the corridor zone color per Section 408.3.



**408.5.6 Exterior access to rooms.** Doors that provide access directly into a room shall be marked with the room number or descriptive name per Section 408.4.1 directly below the exterior door identification number.

*While not required, facilities are highly encouraged to place large maps showing the rooms/hallway identifiers near the main entrance for use by emergency response personnel.*

sample



12.

(SECTION 506 KEY BOXES).

**506.3 Location of Knox Key Box.** The key box shall be located between four (4) and six (6) feet above finished grade but can be located at other heights at the discretion of the Fire Marshal and his/her designee. A Knox key box shall be required on all commercial buildings that have fire alarm systems and/or sprinkler systems.



**13.**

**(SECTION 510 EMERGENCY RESPONDER RADIO COVERAGE).**

**510.4 Radio Signal Strength.** The building shall be considered to have acceptable emergency responder radio coverage when signal strength measurements in ninety-five percent (95%) of all areas on each floor of the building meet the signal strength requirements in Sections 510.4.1.1 and 510.4.1.2, or method approved by the Fire Code Official. Emergency responder radio coverage systems shall be isolated to the public safety spectrum only and shall be approved by the local or regional emergency communication authority.

**14.**

**(SECTION 606 — ELEVATOR OPERATION, MAINTENANCE AND FIRE SERVICE KEYS).**

**606.8.5 Elevator Car to Accommodate Ambulance Stretcher.** All new elevators, unless approved by the Fire Marshal, shall be designed to accommodate an ambulance stretcher. The doors to the elevator shall open so that the entire stretcher can be rolled into the elevator car in the full, flat position. The elevator car shall be of such a size and arrangement to accommodate an ambulance stretcher twenty-four (24) inches by eighty-four (84) inches (610 mm by 2,134 mm) with not less than five (5) inch (127 mm) radius corners, in the horizontal, open position and shall be identified by the international symbol for emergency medical services (star of life). The symbol shall not be less than three (3) inches (76 mm) high and shall be placed inside on both sides of the hoist-way door frame.

**15.**

**(CHAPTER 56 EXPLOSIVES AND FIREWORKS) — (SECTION 5601 GENERAL).**

**5601.1.3 Fireworks.** The possession, manufacture, storage, sale, handling and use of fireworks are prohibited.

**Exceptions:**

1. Storage and handling of fireworks as allowed in Section 5604.
2. Manufacture, assembly and testing of fireworks as allowed in Section 5605.
3. The use of fireworks for fireworks displays as allowed in Section 5608.

**16.**

**(SECTION 5609 TEMPORARY STORAGE OF CONSUMER FIREWORKS).**

**5609.1 General.** Delete in its entirety.

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

PASSED and ADOPTED this \_\_\_\_\_ day of October, 2023.

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MAYOR PRO TEM

ATTEST:

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CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

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CITY ATTORNEY

**CITY OF UNIVERSITY CITY COUNCIL MEETING  
AGENDA ITEM**



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>NB20231009-03</b>
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<b>SUBJECT/TITLE:</b> TXT 23-03 – Application for Text Amendment to allow changes to the parking standards for existing mixed-use buildings and to exempt existing mixed-use buildings in the Core Commercial (CC) zoning district from the minimum lot area per dwelling unit standard.			
<b>PREPARED BY:</b> John L. Wagner		<b>DEPARTMENT / WARD</b> Planning and Development	
<b>AGENDA SECTION:</b>	New Business Bill 9530	<b>CAN ITEM BE RESCHEDULED?</b>	yes
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b> City Manager concurs with the Plan Commission and recommends approval.			
<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 for a Text Amendment to allow changes to the parking standards for existing mixed-use buildings and to exempt existing mixed-use buildings in the Core Commercial (CC) zoning district from the minimum lot area per dwelling unit standard would not be detrimental to the surrounding area and is consistent with quality planning concepts for urban districts, and recommends approval of the request.
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<b>CIP No.</b>	
<b>RELATED ITEMS / ATTACHMENTS:</b> Attached are the Staff Report from the August 16, 2023 Plan Commission meeting, amended to include for the City Council the Commission's recommendation and the subsequent recommendation from the City Attorney, as well as Plan Commission Transmittal Letter, the application for the Text Amendment, as well as a Draft Bill.	

<b>LIST CITY COUNCIL GOALS (5):</b>			
<b>RESPECTFULLY SUBMITTED:</b>	City Manager, Gregroy Rose	<b>MEETING DATE:</b>	October 9, 2023



**Department of Planning and Development**

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

August 16, 2023

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

RE: Application for Text Amendment TXT 23-03 – A request to allow changes to the parking standards for existing mixed-use buildings and to exempt existing mixed-use buildings in the Core Commercial (CC) zoning district from the minimum lot area per dwelling unit standard.

Dear Ms. Reese,

At a regularly scheduled meeting, on August 16, 2023, at 6:30 p.m. at the Heman Park Community Center, the Plan Commission considered the above-referenced application by Max Sassouni for a Text Amendment to allow for a reduction in the number of required off-street parking spaces for older, existing commercial or mixed-use buildings; and to exempt existing mixed-use buildings in the Core Commercial (CC) zoning district from the minimum lot area per dwelling unit standard. By a vote of 7 for and 0 against, the Plan Commission recommended approval of the application.

Sincerely,

A handwritten signature in blue ink that reads "Margaret Holly". The signature is fluid and cursive, with a large loop at the end.

Margaret Holly, Chairperson  
University City Plan Commission



**MEMO**  
**City Council**

<b>Meeting Date</b>	October 9, 2023
<b>File Number</b>	TXT 23-03
<b>Council District</b>	n/a
<b>Applicant</b>	Max Sassouni (President), Stone & Alter Real Estate Co
<b>Request</b>	Approval of Text Amendment to (1) allow for a reduction in the number of required off-street parking spaces for older, existing commercial or mixed-use buildings; and (2) exempt existing mixed-use buildings in the Core Commercial (CC) zoning district from the minimum lot area per dwelling unit standard

**Comprehensive Plan Conformance:**  
 Yes       No       No reference

**Staff Recommendation:**  
 Approval       Approval with Conditions       Denial

**Attachments:**  
A. Applicant letter with proposed text amendment language

**Applicant Request**  
The applicant, Max Sassouni (President, Stone & Alter Real Estate Co), is requesting approval of Text Amendment to (1) allow for a reduction in the number of required off-street parking spaces for older, existing commercial or mixed-use buildings; and (2) exempt existing mixed-use residential buildings in the Core Commercial (CC) zoning district from the minimum lot area per dwelling unit standard.

**Zoning Code Text Proposed to be Amended**  
See attached for the applicant’s letter and proposed text amendment language.

**Staff Analysis**  
There are two provisions in the proposed Text Amendment. The first provision would create greater flexibility in the zoning code for the reuse of older existing commercial or mixed-use buildings. This flexibility would encourage the reuse and redevelopment of older buildings in University City. As is currently written, the zoning code allows through conditional use permit procedure up to 25% reduction in the number of required spaces for the reuse of commercial buildings existing prior to the effective date of the zoning code (§ 400.2130(B)). However, the 25% reduction does not adequately account for common changes of use of existing commercial buildings. For example, a 1,000 square foot retail space requires 5 parking spaces, while 1,000 square feet of restaurant space requires 14 parking spaces. Using this example, if someone wished to open a restaurant in a 1,000-square-foot space that was formerly

occupied by retail (a common reuse case), and the property had zero parking spaces, the reuse would not be allowed because it would require a 64% reduction in the parking requirements. The restaurant space would have to either purchase additional property to build those parking spaces, or if they are within 500 ft of a public parking lot, they could pay pro rata for the balance of the parking spaces they cannot provide. Both situations are costly and would discourage what would otherwise be appropriate and desirable reuses. If this proposed amendment to the code were approved, the Plan Commission and City Council would retain their authority to review and determine how much reduction is appropriate through conditional use permit procedure.

For the second provision addressing the minimum lot area per dwelling unit standard for elevator apartment buildings, there are two proposed options. The first option would create an exception for developments existing in the Core Commercial (CC) district prior to the effective date of the zoning code. This would encourage reinvestment in and reuse of older elevator apartment buildings in the Core Commercial (CC) district. This option would not impact new elevator apartment building developments, nor existing elevator apartments outside of the CC district. The second option would be to adjust the definition of “elevator-type dwellings” in Article II Definitions, to acknowledge that older, mixed-use residential buildings have a different character and purpose from the City’s definition of elevator-type dwellings, which have suburban-style dimensional standards. There is some ambiguity as to whether the subject property would meet the current definition of elevator-type dwelling, and therefore whether it would be subject to the average lot area per dwelling unit in the Supplementary Residential Development Standards for Elevator Apartment Buildings. This provision would resolve that ambiguity. Also, there is currently not a definition in the zoning code for mixed-use buildings with residential uses above. The second option would have a targeted impact, only applying to mixed-use buildings with dwellings above the first floor and which existed prior to the effective date of the zoning ordinance.

#### **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.

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#### **Staff Recommendation**

Staff recommends approval of the Text Amendment, with Issue 1 Option 1 and either, but not both, Issue 2 Option 1 or Issue 2 Option 2.

### Plan Commission Meeting

At the Plan Commission meeting on August 16, 2022, the Plan Commission voted unanimously to approve TXT 23-03 as follows: (Amendments in bold and underlined) Subsequent to the Plan Commission meeting, the City Attorney recommended changes to those approved by the Plan Commission. These changes are in blue font below.

#### Issue #1: Parking Exception for Redevelopment:

Section 400.2130:

- B. Exception For Change Of Use Of Existing Commercial **or Mixed-Use** Buildings. A reduction in the number of required off-street parking and loading spaces for the reuse of a commercial **or mixed-use** building, existing prior to the effective date of this Chapter, may be authorized under the conditional use permit procedure. (see Article XI), subject to the following conditions:
- A. The reduction shall not exceed twenty-five percent (25%) of the off-street parking space requirements for the proposed use, **except for buildings which existed prior to January 1, 1930;**
  - B. No reduction shall be made in the amount of existing available off-street parking spaces on-site;
  - C. The proposed use does not involve an expansion of the building that would result in additional parking or loading space requirements;
  - D. Notwithstanding compliance with other standards contained in this Article (e.g., setbacks and landscaping), any portion of the site that can be reasonably converted to off-street parking shall be so used to satisfy a portion of the parking requirement; and
  - E. The reduction shall not result in spill-over parking on adjacent or nearby properties. In making its determination, the Plan Commission and City Council shall consider information on the parking and loading demand associated with the proposed use as presented by the applicant and City staff.

#### Issue #2: Elevator Building Lot Area Conflict:

Amend the definition of "Dwelling, Elevator-Type" in Article II of the zoning code. to read as follows:

"A type of multi-storied, multiple-family dwelling of more than three (3) stories in height or containing more than twelve (12) dwelling units with primary access to each floor, above the first floor, provided by means of an elevator. **Mixed-use buildings, which contain dwelling units above the first floor and which existed prior to January 1, 1930, shall not be considered elevator-type dwellings under the meaning of this definition.**"

After the Plan Commission meeting, the City Attorney recommended the following changes in lieu of those approved on August 16<sup>th</sup>. These changes are more targeted to the building at 608 Kingsland Avenue, and less applicable to the few other buildings in the City in which these amendments would apply. The City Manager approves of these more targeted amendments, as does the applicant, Max Sassouni. These changes are incorporated into the DRAFT Bill.

**Issue #1: Parking Exception for Redevelopment:**

Amend Section 400.2130 by adding section "F" to the existing list.

Section 400.2130 Exceptions To The Minimum Off-Street Parking and Loading Space Requirements.

- F. Exception for Reuse of Existing Elevator Apartment Buildings in the "CC" Core Commercial District. A reduction in the number of off-street parking and loading spaces or waiver thereof may be authorized under the conditional use procedure (see Article XI) for the reuse of an existing elevator apartment building in the "CC" Core Commercial District provided the building does not exceed four stories in height, all dwelling units are above the ground floor and the total building area used for dwelling units is not increased.**

**Issue #2: Elevator Building Lot Area Conflict:**

Amend Section 400.1140(C)(1)(b) by adding the to section (b) as outlined below.

- C. Section 400.1140 Elevator Apartment Buildings.

Density And Dimensional Regulations.

- 1. Minimum lot area.
  - a. Per development. Twenty thousand (20,000) square feet.
  - b. Average per dwelling unit. Five hundred (500) square feet. Exception: This minimum shall not apply to the reuse of an existing elevator apartment building in the "CC" Core Commercial District, provided the building does not exceed four stories in height, all dwelling units are above the ground floor and there is no increase in the total building area used for dwelling units.**



INTRODUCED BY:

DATE:

**BILL NO.: 9530**

ORDINANCE NO.:

**AN ORDINANCE AMENDING SECTIONS 400.1140 AND 400.2130 OF THE ZONING CODE OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO SUPPLEMENTAL RESIDENTIAL DEVELOPMENT STANDARDS FOR ELEVATOR APARTMENT BUILDINGS, AND EXCEPTIONS TO THE MINIMUM OFF-STREET PARKING AND LOADING SPACE REQUIREMENTS, RESPECTIVELY, BY ADDING EXCEPTIONS TO MINIMUM LOT AREA STANDARDS AND PARKING AND LOADING SPACE REQUIREMENTS WHERE THERE IS REUSE OF CERTAIN EXISTING ELEVATOR APARTMENT BUILDINGS IN THE “CC” CORE COMMERCIAL DISTRICT.**

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

**WHEREAS**, Stone & Alter Real Estate Company applied for a text amendment to Zoning Code Section 400.2130 to allow for a reduction or waiver in the number of off-street parking and loading spaces for the reuse of an existing elevator apartment building in the "CC" Core Commercial District, and a text amendment to Zoning Code Section 400.1140.C.1(b) to provide for an exception the minimum lot area for the reuse of an existing elevator apartment building in the "CC" Core Commercial District; and

**WHEREAS**, at its meeting on August 16, 2023, the City Plan Commission reviewed the application for said Zoning Code text amendments and recommended to the City Council approval of the text amendment; and

**WHEREAS**, due notice of a public hearing to be held by the City Council in the City Council Chambers at City Hall, 6801 Delmar, University City, Missouri, at 6:30 p.m. on October 23, 2023, was duly published on October 8, 2023 in the St. Louis Countian, a newspaper of general circulation within University City; and

**WHEREAS**, said public hearing was held at the time and place specified in the notice, and all suggestions or objections concerning said text amendments to 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 400.1140 and 400.2130 of the Zoning Code of the Municipal Code of the City of University City, Missouri, relating to supplemental residential development standards for elevator apartment buildings, and exceptions to the minimum off-street parking and loading space requirements, respectively, are hereby amended, by adding exceptions to minimum lot area standards and parking and loading requirements where there is reuse of certain existing elevator apartment buildings in the “CC” Core Commercial District, so that said Sections, as so amended, shall read as follows:

Section 400.1140 Elevator Apartment Buildings.

- A. *Development Location.* Elevator apartment developments shall not be completely surrounded by single-family residential neighborhoods. At least ten percent (10%) of the development's boundary shall be adjacent to a major street, a commercial zoning district or a multi-family zoning district.
- B. *Vehicle Access.* Access to an elevator apartment development shall be provided by internal access drives (public or private) intersecting with a major street, but not closer than one hundred fifty (150) feet to an existing street intersection (measured from the centerline of the existing street intersection to the centerline of the access drive).
- C. *Density And Dimensional Regulations.*
  - 1. *Minimum lot area.*
    - a. *Per development.* Twenty thousand (20,000) square feet.
    - b. *Average per dwelling unit.* Five hundred (500) square feet. Exception: This minimum shall not apply to the reuse of an existing elevator apartment building in the "CC" Core Commercial District, provided the building does not exceed four stories in height, all dwelling units are above the ground floor and there is no increase in the total building area used for dwelling units.
  - 2. *Minimum lot width and depth.* One hundred twenty (120) feet.
  - 3. *Minimum building setbacks (including accessory structures).*
    - a. *From street right-of-way.* Thirty (30) feet.
    - b. *Adjacent to "SR" or "LR" zoned property.*
      - (1) *Less than or equal to fifty (50) feet in height.* Twenty-five (25) feet.
      - (2) *Over fifty (50) feet to eighty-six (86) feet in height.* Fifty (50) feet.
      - (3) *Over eighty-six (86) feet in height.* Eighty (80) feet.
    - c. *Adjacent to all other properties.* Twenty-five (25) feet.
  - 4. *Minimum distance between buildings.* No elevator apartment building shall be located closer than seventy-five (75) feet from any other building containing a dwelling unit and located on the same lot.

Section 400.2130 Exceptions to the Minimum Off-Street Parking and Loading Space Requirements.

- A. *Exception for Places of Worship.* On-site parking facilities required for places of worship may be reduced by not more than fifty percent (50%) where such facilities are located in a non-residential district and within five hundred (500) feet of public or private parking lots having sufficient spaces to make up for the reduction. The use of an off-site public parking lot may only be authorized under the conditional use permit procedure (see Article **XI**). The use of an off-site private parking lot shall comply with Section **400.2010(B)(1)**, and be subject to the approval of the Zoning Administrator.

- B. Exception for Change of Use of Existing Commercial Buildings. A reduction in the number of required off-street parking and loading spaces for the reuse of a commercial building, existing prior to the effective date of this Chapter, may be authorized under the conditional use permit procedure. (see Article **XI**), subject to the following conditions:
1. The reduction shall not exceed twenty-five percent (25%) of the off-street parking space requirements for the proposed use;
  2. No reduction shall be made in the amount of existing available off-street parking spaces on-site;
  3. The proposed use does not involve an expansion of the building that would result in additional parking or loading space requirements;
  4. Notwithstanding compliance with other standards contained in this Article (e.g., setbacks and landscaping), any portion of the site that can be reasonably converted to off-street parking shall be so used to satisfy a portion of the parking requirement; and
  5. The reduction shall not result in spill-over parking on adjacent or nearby properties. In making its determination, the Plan Commission and City Council shall consider information on the parking and loading demand associated with the proposed use as presented by the applicant and City staff.
- C. Exception Where Public Parking Is Allocated for Use. The City Council may allow a reduction in the number of on-site parking spaces required when the building served by such parking is located within five hundred (500) feet of a public parking facility or lot, provided a fee is paid to the City for pro rata share of the cost of constructing and maintaining such facility or lot.
- D. Exception for Shared Parking Arrangements. Shared parking is an arrangement in which two (2) or more uses with different peak parking periods (hours of operation) use the same off-street parking spaces to meet their off-street parking requirements. Up to one hundred percent (100%) of the parking required for one (1) use may be supplied by the off-street parking spaces provided for another use.
1. By conditional use permit, a reduction in the number of parking spaces may be authorized. In issuing a conditional use permit, the City will consider whether the uses:
    - a. Are located within five hundred (500) feet as the crow flies of the shared parking as measured from the entrance of the use to the nearest point on the property;
    - b. Have no substantial conflict in the principal operating hours of the uses for which the sharing of parking is proposed (see shared parking table in Section **400.2130(D)(3)** as a guide);
    - c. Do not adversely affect surrounding neighborhoods;
    - d. Do not adversely affect traffic congestion and circulation;
    - e. Have a positive effect on the economic viability or appearance of the project or on the environment; and
    - f. Relieved spaces or off-site shared parking spots cannot be located within the SR, LR, MR or HR Zoning Districts.
  2. Application Requirements for Shared Parking. As a part of the application materials required for a conditional use permit, the applicant seeking shared parking shall submit to

the Zoning Administrator the following information as a part of the conditional use permit application:

- a. Proof that the uses of the shared spaces will reflect different peak hours of operation at different times of the day, week, month or year (see shared parking table below);
  - b. Proof of the size and types of proposed development or substantial changes, size and type of activities, composition of tenants, rate of turnover for parking spaces, and anticipated peak parking and traffic loads;
  - c. Proof that the route from required ADA-accessible spaces in the shared parking area to the nearest ADA-accessible entrance follows an accessible route as defined by the most recent ADA standards; and
  - d. An agreement providing for the shared use of parking areas, executed by the parties involved, including owners of record, that shall include provisions for maintenance, snow removal, ownership, liability and duration of the agreement, and must be filed with the Department of Planning and Development in a form approved by the Planning and Development Director.
3. Shared Parking Table. The following table shall be used to determine peak hours of operation for proposed shared parking. Parking requirements shall be the cumulative requirements of the uses sharing the parking, except where different categories of uses (retail or service, employment, civic, or dwellings) are participating in the sharing agreement and are likely to generate distinctly different times of peak parking demand. Each use should provide a percentage of parking required by these regulations according to the shared parking table below. Whichever time period column requires the highest total parking spaces among the various uses should be the amount of parking provided subject to the shared parking agreement and Plan Commission review. Alternative parking allocations may be approved as a function of the conditional use permit based on industry data or other sufficient evidence and analysis of peak parking demands for specific uses.

Percentage of Required Parking Spaces by Period					
Land Use	Monday through Thursday Day and Evening		Friday through Sunday Day and Evening		Nighttime 1:00 A.M. to 6:00 A.M.
	6:00 A.M. to 5:00 P.M.	5:00 P.M. to 1:00 A.M.	6:00 A.M. to 5:00 P.M.	5:00 P.M. to 1:00 A.M.	
Employment	100%	10%	5%	5%	5%
Retail or service	75%	75%	100%	90%	5%
Restaurant	50%	100%	75%	100%	25%
Entertainment and recreation	30%	100%	75%	100%	5%
Place of worship*	5%	25%	100%	50%	5%
School	100%	10%	10%	10%	5%
Dwelling	25%	90%	50%	90%	100%
Lodging	50%	90%	75%	100%	100%

\* Place of worship parking needs will be considered on a case-by-case basis as faiths gather at different days and times during the week.

4. Duration of Agreement. Shared parking privileges will continue in effect only as long as the agreement, binding on all parties, remains in force. Agreements must guarantee long-term availability of the parking, commensurate with the use served by the parking.
5. Recording of Agreement. The agreements must be recorded with the County Recorder. If the uses of either party changes, the CUP is no longer valid unless the Zoning

Administrator authorizes the new uses and determines there is compliance with the shared parking table [Section **400.2130(D)(3)**]. If a shared parking agreement lapses or is no longer valid, then parking must be provided as otherwise required by this Article.

6. Revocation of Permits. Failure to comply with the shared parking provisions of the shared parking plan shall constitute a violation of the Zoning Code and shall be cause for revocation of a certificate of zoning compliance and/or building permit.
  
- E. 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.
  
- F. Exception for Reuse of Existing Elevator Apartment Buildings in the "CC" Core Commercial District. A reduction in the number of off-street parking and loading spaces or waiver thereof may be authorized under the conditional use procedure (see Article XI) for the reuse of an existing elevator apartment building in the "CC" Core Commercial District provided the building does not exceed four stories in height, all dwelling units are above the ground floor and the total building area used for dwelling units is not increased.

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

PASSED and ADOPTED this 23rd day of October, 2023.

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MAYOR

ATTEST:

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CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

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CITY ATTORNEY

Stone & Alter Real Estate Co  
6631 Delmar Boulevard  
University City, MO 63130

August 9<sup>th</sup>, 2023

## **Proposed Text Amendments to the University City Zoning Code**

Stone & Alter Real Estate Co has submitted a Conditional Use Permit Application for review at the August 16<sup>th</sup>, 2023 University City Planning Commission Meeting. The Conditional Use Permit Application at 608 Kingsland Avenue contemplates the redevelopment of the multifamily portion of the nearly 100-year-old mixed use building from 36 efficiency dwelling units to 48 efficiency dwelling units. 608 Kingsland is in the University City Civic Complex Historic District and the Core Commercial (CC) zoning district.

Although the proposed redevelopment will decrease the number of occupants in the building, and therefore the parking spots used, there is ambiguity as to whether the CUP can be granted without text amendments to the Zoning Code. The below-proposed text amendments seek to promote redevelopment in the Core Commercial zoning district where many of the historic buildings have become functionally obsolete. These buildings were originally built before modern parking requirements and need flexibility in meeting these parking requirements in order to give them new life and restore vitality to the Delmar Loop.

This sentiment is already echoed by the Zoning Code: The “**Intent and Purpose**” of the **Off-Street Parking & Loading Regulations** states that there are exceptions to the parking requirements, “*provided as a practical matter so as not to unduly limit the reuse of developed properties by strictly imposing off-street parking space standards*”. Furthermore, because substantial public parking supply is available in the “CC” district, certain exceptions from these requirements are provided for in this district.

Because goal of these text amendments is to promote redevelopment of University City’s historic buildings, the proposals are constructed in a way that they should not have the unintended consequence of loosening the requirements on proposed new construction.

## Issue 1: Parking Exception for Redevelopment

### **Option 1: Increase flexibility and planning board discretion for the reuse of existing commercial and mixed-use buildings**

Section 400.2130 Exceptions To The Minimum Off-Street Parking and Loading Space Requirements.

- B. Exception For ~~Change Of Use Of~~ Existing Commercial **or Mixed-Use** Buildings. A reduction in the number of required off-street parking and loading spaces for the reuse of a commercial **or mixed-use** building, existing prior to the effective date of this Chapter, may be authorized under the conditional use permit procedure. (see Article XI), subject to the following conditions:
1. ~~The reduction shall not exceed twenty five percent (25%) of the off-street parking space requirements for the proposed use;~~
  2. No reduction shall be made in the amount of existing available off-street parking spaces on-site;
  3. The proposed use does not involve an expansion of the building that would result in additional parking or loading space requirements;
  4. Notwithstanding compliance with other standards contained in this Article (e.g., setbacks and landscaping), any portion of the site that can be reasonably converted to off-street parking shall be so used to satisfy a portion of the parking requirement; and
  5. The reduction shall not result in spill-over parking on adjacent or nearby properties. In making its determination, the Plan Commission and City Council shall consider information on the parking and loading demand associated with the proposed use as presented by the applicant and City staff.

## Issue 2: Elevator Building Lot Area Conflict

**Option 1:** Create an exception for historic elevator apartments in the Core Commercial district.

Section 400.1140 Elevator Apartment Buildings.

A. Density And Dimensional Regulations.

1. Minimum lot area.

a. Per development. Twenty thousand (20,000) square feet.

b. Average per dwelling unit. Five hundred (500) square feet., **except for developments in the Core Commercial (CC) district existing prior to the effective date of this Chapter.**

### **Option 2**

Adjust definition of elevator-type dwelling to exclude historic mixed-use buildings.

Article II Definitions

DWELLING, ELEVATOR-TYPE

A type of multi-storied, multiple-family dwelling of more than three (3) stories in height or containing more than twelve (12) dwelling units with primary access to each floor, above the first floor, provided by means of an elevator. **Mixed-use buildings, which contain dwelling units above the first floor and which existed prior to the effective date of this Chapter, shall not be considered elevator-type dwellings under the meaning of this definition.**