



MEETING OF THE CITY COUNCIL
CITY OF UNIVERSITY CITY
CITY HALL, Fifth Floor
6801 Delmar Blvd., University City, Missouri 63130
Monday, April 8, 2024
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. February 25, 2023 Special Saturday Work Session
2. March 25, 2024 Study Session Meeting Minutes (Pension Fund Overview)
3. March 25, 2024 Meeting Minutes

F. APPOINTMENTS to BOARDS AND COMMISSIONS

none

G. SWEARING IN TO BOARDS AND COMMISSIONS

1. Kevin Taylor was sworn in to the Traffic Commission on April 3rd 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, 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 (Hatchet Haus Axe Throwing) – 6662 Delmar Blvd., Suite C

K. CONSENT AGENDA (1 voice vote required)

1. Liquor License (Hatchet Haus Axe Throwing) – 6662 Delmar Blvd., Suite C
2. Funding Request – Permitting Software Update (MyGov, Version 5)
3. Emerald Ash Borer – Removal and Replacement
4. FEMA Flood Restoration – General Works Package
5. Roofing Material and Services Proposal
6. MoDOT Grant Applications (Public Safety)
7. Public Consumption Application

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

1. City Manager Updates
2. Facade Improvement Applications - FY23

M. UNFINISHED BUSINESS (2nd and 3rd readings – roll call vote required)

None

N. NEW BUSINESS

Resolutions (voice vote required)

1. **Resolution 2024-04** Fiscal Year 2023-2024 Budget Amendment #1

Bills (Introduction and 1st reading - no vote required)

None

O. COUNCIL REPORTS/BUSINESS

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

P. CITIZEN PARTICIPATION (continued if needed)

Q. COUNCIL COMMENTS

R. EXECUTIVE SESSION (roll call vote required)

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

S. ADJOURNMENT

The public may also observe via:

Live Stream via YouTube:

https://www.youtube.com/channel/UCyN1EJ_-Q22918E9EZimWoQ

Posted April 4, 2024

SPECIAL SESSION OF THE CITY COUNCIL
CITY HALL, Fifth Floor
6801 Delmar Blvd., University City, Missouri 63130
Saturday, February 25, 2023
9:00 a.m.

AGENDA

I. Meeting Called to Order

At the Special Session of the City Council of University City held on Saturday, February 25, 2023, Mayor Terry Crow called the meeting to order at 9:00 a.m.

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

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

Also in attendance were City Manager, Gregory Rose; City Attorney, John F. Mulligan, and the following City Directors; Brooke Smith, Rajaye Smith, Keith Cole, Darin Girdler, Darren Dunkle, Patrick Wall, John Wagner, Amy Williams, Mary Goodman, Thomas, Police Chief, Larry Hampton, and Battalion Chief, William Hinson.

II. ESTABLISH GOALS AND PRIORITIES – DISCUSSION AND DIRECTION

Mr. Rose thanked Council for the opportunity to present this information which is the result of an all-day work session with the Executive Management Team. He stated their goal is to accomplish two objectives:

1. Obtain directions from Council on the major projects staff will be pursuing during Fiscal Years 2023 through 2025, and
2. Obtain directions from Council on the timelines in which these projects should be pursued

Mr. Rose stated this session is not intended to be a formal exercise, but rather a dialogue concerning the priorities and objectives Council would like to establish. And once Council has reached a consensus, the proposed plan will be added to an upcoming Agenda for final consideration.

Priorities

- Economic Development
- Public Safety
- Encourage High-Quality Growth
- Prudent Fiscal Management
- Improved Infrastructure
- Community Quality of Life
- Community Quality of Life With Potential New Projects
- Employees

ECONOMIC DEVELOPMENT

Strategic Project	Senge Rating	Responsible Department	FY Implementation
Evaluate Cunningham Industrial Park	1	City Manager	FY 24
Access Land Available For Development Lots - Update Eco Development Web Page	1	Planning & Dev Economic Dev	FY 23
Economic Development Web Page	2	Future Economic Dev Manager	FY 23
Evaluate Creation of Internship Program	1	City Manager H. R. /ACM	FY 24
Implementing Economic Development Plan	2	City Manager Exec Leadership	FY 23-25
Reestablish Business Retention & Recruitment Program	1	City Manager ACM	FY 23-24
Loop CIP	1	ACM Public Works	FY 23
Olive Blvd. CIP	2	DCM Public Works	FY 24
Office Space Development Study	1	DCM	FY 23
Facilitate Market at Olive Development	2	City Manager	FY 24-25
Creation of Marketing Plan	2	City Manager DCM & ACM	FY 24
Building Economic Development Team	2	DCM	FY 23
Development Minority & Women Entrepreneur Program	2	Economic Development	FY 24
Update Inventory of City Owned Property	1	Eco Development Planning & Dev	FY 23-24

DISCUSSION

1. Cunningham Industrial Park - FY 24:

- Next major area for potential development
- Study is needed to determine the estimated cost of development; i.e., what infrastructure will be required
- Potential for expansion if the City is successful in working out an agreement with neighboring jurisdiction

Mr. Smotherson stated that based on the current development at Olive & I-170, he believes the next project should be the 8200 to 8500 blocks of Olive because even though the I-170 development addressed a need and provided opportunities, it was not the worst area on Olive. So, in his opinion, Cunningham Park should be secondary to these blocks, especially since the only thing the Mayor of Wellston seems to be interested in is maintaining control of his City.

Mr. Smotherson then posed the following questions to Mr. Rose:

Q. Why was Cunningham Park given such a high priority?

A. What you will see as we go through this process is a desire to create a Comprehensive Economic Development Plan that is based on the Economic Development Strategy Council approved. So, pursuit of the Industrial Park and the 8200 to 8500 blocks of Olive do not have to be mutually exclusive. However, those are extremely shallow lots, so any development without the acquisition of owner-occupied housing will be challenging. But, if that is the consensus of Council, then it can certainly be added.

Q. Who owns the vast majority of Cunningham Park?

A. At this point, we do not have a good sense of who the actual owners are. So, the study would provide that information, as well as the necessary improvements, and whether there is a potential for expansion; which he believes may be an opportunity for both communities to benefit.

Mr. Smotherson stated the one thing that needs to be acknowledged is that once the Market at Olive is complete, some type of development will be required at both corners of 8500 Olive. And while it might be challenging, the Economic Development Task Force has already made some suggestions for how to address these issues; which does not include taking anyone's house.

Mr. Rose stated this Work Plan is not intended to convey that staff is going to pursue one thing and not the other. It's merely asking the question; should the City look at developing the Industrial Park? And if Council does not consider that to be a viable project, then they can move on to something else. However, the reason Cunningham Park is being proposed is that it was discussed by Council prior to COVID, and staff believes the ease and viability of developing this property present itself as a low-hanging fruit. Mr. Rose stated staff intends to focus on the Olive Blvd. corridor which already has a plan. So, the goal is to revisit that plan and create strategies for its execution. But to accomplish anything in the areas Mr. Smotherson has alluded to; they will probably need help from the private sector.

Mayor Crow stated based on the perceived knowledge regarding the Olive & I-170 Development's viability, he thinks they all recognize that there will be a natural bubbling of the land across the street and that the eastern two corners are likely to come into play sooner rather than later. So, the best way to approach this is probably to start thinking about what they want to see on those corners. And while it may take some time to go further east, he does agree that this is probably that moment in time when thinking about moving east would be prudent.

Mayor Crow stated Cunningham Park has been on the City's list of projects for the entire time he's been a member of Council. And perhaps, the reason no plans for improvements or expansion have ever come to fruition is because of some of the challenges that are beyond the City's control. So, he thinks it would probably be a good idea to test that water and find out if Wellston has any interest in this proposal.

Mr. Clay stated in a world with numerous priorities and finite resources, he would tend to agree that the City might be better served by focusing on the south side of Olive. And he would also agree that the north side with its depressed landscape and hodge-podge of businesses; which certainly have some value, would be challenging since there is no structure, purpose, or plan. That said, Mr. Clay stated despite some of the dynamics that are outside of the City's control he would like to see something happen with Cunningham Park because he thinks it does have potential.

Mr. Rose stated Olive Blvd. which looks at infrastructure the City can control has been included in the Work Plan as a proposed project. He stated while he thinks this development can be controlled through the planning and zoning process, the real investment for that area will need to come from the private sector. Now, that's not to say that staff won't be aggressively trying to recruit businesses, because the intent has always been to spur economic development along that corridor. And he agrees that some of that development will occur on its own as a result of the Market at Olive.

Mr. Rose then asked Council if their preference was to engage Wellston and determine if they have an interest in working with the City before pursuing a study?

Mr. Smotherson stated yes. And that at a minimum, he would like to see the Park expanded to Etzel, and if possible, to Plymouth and the Wellston Metro Station, because there are a lot of vacant properties that have been sitting there for some time.

NEXT STEPS:

✦ **Staff's initial step will be to engage Wellston and before pursuing a study circle back with Council to get further directions**

2. Evaluate Creation of Internship Program - FY 24:

Mr. Clay posed the following questions to Mr. Rose:

Q. Is this Internship different from the Cadet Program?

A. *This is a program that would provide interns throughout the entire organization. Economic Development is one department that seems to be a good fit for this type of program.*

Q. What is the age group for these interns?

A. *That is something that still has to be worked out. Although in some respects it would be good to expose high school students to potential career paths within local government.*

3. Loop CIP - FY 23:

- Sidewalks
- Trees
- Stars
- Other potential CIP projects to be identified

Mayor Crow stated two of the largest landowners in The Loop sold several of their properties last year. And since he does not know if all of his colleagues have had an opportunity to meet with these new owners, he thinks it would be advantageous for all parties, to set up a time this year for Council to get together with these owners who now control a large portion of The Loop. He stated Council frequently receives emails about vacancies in The Loop holding them accountable for doing something about these vacant buildings. But it's a bit of a challenge when you have landlords that are not willing to compromise in a manner that would assist the City in attracting new businesses to the area. And it might also be a good idea for Council to meet with the LSBDD to discuss both parties' priorities.

Secondly, Mayor Crow stated he thinks it's important for Council to gain a better understanding of Wash U's plans for the properties they purchased from Joe Edwards. In the past, their stance has been to continue paying property taxes on the commercial businesses they own. So, there is a need to keep abreast of whether those taxes are actually being paid.

And the fact that they've purchased several apartments located above some of these Loop properties causes concerns over whether they will be used for student housing, where the previous trend has been to claim an exception from paying taxes. Because everyone recognizes that when properties come off the tax roll residents are the ones who end up paying more to subsidize those losses.

Mr. Hales asked if staff could look into what it would cost to give The Loop a deep cleaning, like power washing the sidewalks, etc. He stated that he's received numerous comments over the years about The Loop's overall appearance and thinks a good first impression would make a tremendous difference.

Mr. McMahon stated he agrees with Mr. Hale's suggestion for a deep cleaning because when he and his wife made a recent visit they noticed that the walkways in between the buildings were filled with all kinds of unsightly stuff. And he would also suggest finding a way to monitor or regulate these vacancies so that they don't impact the open businesses.

Mr. McMahon then questioned whether the projects with an implementation date of FY 23, had already been started or if they would be completed by June; the end of the Fiscal Year? Mr. Rose stated staff has already started working on some of the projects that were incorporated in the 2021 or 2022 Work Plans approved by Council, and some of the dates will have to be adjusted. He stated any modifications will be in the Final Plan when it is presented to Council. Mr. Rose stated he would agree that there is a need to provide more frequent updates on how these projects are progressing.

Ms. Klein stated she would like to see more accountability placed on all owners of businesses in The Loop as well as Olive. She stated doing so would enhance the entire City's aesthetics and perhaps, encourage other businesses to fill some of these vacancies.

Mr. Rose stated the second presentation is focused on the evolution of code enforcement where the City is looking to restructure its approach through the creation of zones. Officers will be assigned to each zone, and he thinks being responsible for a specific area will put a greater emphasis on The Loop and elevate the attention that it needs.

Mr. Mulligan stated another part of today's Code Enforcement presentation will deal with the property maintenance code related to vacant buildings. It states that if a building or any part of that building remains vacant for 90 days the owner is required to register that property with the City. And once that registration occurs, the property must be inspected to make sure it complies with the code. So, properties should be maintained even if they're vacant.

NEXT STEPS:

- ✚ Provide Council with information regarding Wash U's tax status and payment history
- ✚ Set up a meeting with Council and new business owners in The Loop
- ✚ Establish a joint meeting with Council and the LSB
- ✚ Add columns for a project's status and projected completion date to the Work Plan

4. Olive Blvd. CIP - FY 24:

- Approved infrastructure plan
- Creation of CIP; sidewalks, lighting, medians, landscaping, bike/walker friendly
- Opportunity to entice the private sector

Mr. Hales stated lamp posts have been installed sporadically up and down Olive and he was wondering if there had ever been a plan to install them along the entire stretch of Olive, and if there was any way to find out if the State had any plans for improvements on Olive? Mr. Rose stated he believes that plan was approved when Mr. Ollendorff was the City Manager, and its implementation has been kind of catch as catch can. But what he is proposing is to create a strategy and expedite its implementation because as it relates to economic development, the additional revenue received from the Market should, in part, put the City in a different financial position.

Mr. Smotherson asked what latitude, if any, does the City have in executing these projects since Olive is a State road? Mr. Rose stated it's a partnership and the City is required to get the State's approval before it can implement any improvements. And so far, they have been a willing partner, as evidenced by the Market at Olive. He stated what he is proposing is for Council to determine the CIP priorities that will be submitted in staff's proposal to the State.

Mr. McMahon stated Council has received emails referencing the Olive Blvd. Design Study and questioning why it has not been implemented. So, will the CIP also include design requirements for potential structures built by the private sector? Mr. Rose stated the theme of the Olive Corridor was determined before the design and construction of the Market at Olive. And part of those discussions included the creation of bookends and ways to continue that theme throughout the rest of the Corridor. So, staff will be working to ensure that the private sector is not only adhering to that theme but complimenting what the City is doing.

Mr. Clay posed the following questions to Mr. Rose:

Q. I've heard references to a Comprehensive Plan, Economic Development Plan, and an Olive Corridor Plan, and whether that terminology is accurate, the bottom line is that it seems like there are several plans associated with Olive that are currently in a disparate state. So, is there any energy around some sort of consolidation to incorporate all of these elements into one document?

A. You're correct. An Economic Development Strategy was developed based on the Comprehensive Plan, and an Infrastructure Plan that was made available several years ago. And that's the exact reason why he believes Council agreed to create an Economic Development Department that understands every aspect of economic development as it relates to the private sector, public sector, and where there is an overlap. Their task will be to review and have knowledge about all of these existing plans to ensure that whatever development is occurring is consistent with the City's ultimate strategy.

Q. So, we should expect that within an appropriate timeframe, this department will create some sort of comprehensive document that lays out all of the facets related to development on Olive; illustrates how they fit together, and develops a synergy around the result?

A. I certainly think that the creation of a report clearly illustrating how all of these documents impact or complement the future development of Olive will be the goal of this department.

Ms. Klein stated in the interim, what, if any, controls will be in place, to ensure that anyone interested in locating their business to Olive adheres to the City's ultimate strategy? Mr. Rose stated while there are current regulations that govern how Olive is to be developed, what he is proposing is to expedite development by creating this CIP. And as the Director of Economic Development, how all of these existing documents will impact the development of Olive is a report that Ms. Smith has been charged with putting together.

Mayor Crow stated as the Market at Olive matures the question that should probably be at the forefront of Council's minds is the possibility of developers interested in utilizing larger pieces of land seeking some kind of incentives from the City.

5. Office Space Development Study - FY 23:

- Project will likely need to be rescheduled
- Areas previously under consideration for potential office space were near I-170 and Delmar, the Market at Olive, Forsyth near Famous Barr, and The Loop
- Is there indeed a market for office space in U City
- Is this a project Council would still like staff to pursue

Mayor Crow stated while he cannot speak for his colleagues, he would say that based on what looks like an overabundance of office space in most markets, and the fact that we now have more people

working remotely, it seems like the return to the office is much slower than anyone anticipated it would be. So, this project would not rank in his top ten lists of things to be accomplished. Mr. Clay stated he does not disagree and thinks the office landscape is uncertain and seems to be leaning towards less as opposed to more. So, in a world of competing priorities, this one would have a low priority.

NEXT STEPS:

📌 **The project is placed on hold until it is determined to be feasible**

6. Develop Minority and Women Entrepreneur Program - FY 24:

- Two components of economic development are the expansion of existing businesses and the recruitment of new businesses
- The goal of this program is to assist with the expansion of existing businesses
- Creation of an incubator that helps new and startup businesses develop by providing seminars, classes, and the sharing of resources
- Is this something the City should be engaged in

Mr. Clay stated that he would wholeheartedly say yes because he was excited to see this project. I think several organizations do this type of work, so conceivably the City can play more of a facilitator than an administrator; which would be a good use of the City's finite resources. Keep his role on Council in the forefront, Mr. Clay stated he would love to be involved in this project because in part, it corresponds with what he does professionally, and he has lots of connections that might be able to assist.

Mr. Klein stated while this does sound like a great program, her concern is making sure there are measures in place to ensure that the funds are being used appropriately and the program is successfully achieving its intended goals.

Mr. Rose stated all of the projects approved as a part of this Work Plan will be presented to Council for final approval at a later date. So, Council will have an opportunity to provide additional criteria or input.

Mr. Smotherson stated although he does not have a problem with the theory, he is a little confused about the program's purpose. Is the goal to stimulate new business? And if so, where will these businesses be located? Mr. Rose stated a portion of this program is designed to stimulate and expand a number of the City's small businesses that could likely benefit from a project of this nature; especially those located in the Loop and Olive Corridor. So, this is about spurring new business, reducing the likelihood of businesses failing, leaving U City, and perhaps, other objectives that have yet to be identified.

Mr. Hales stated while he really likes the concept, he is not wild about the idea of using the City's resources. He stated he thinks this would be a great program for Wash U, which has vast resources that could be used to give back to this community. So, that's the angle he would like to see staff explore.

7. Update list of City-Owned Property Inventory - FY 23-24:

- Identify available properties
- Identify properties that can be used for economic development; i.e., Olive and Midland
- Work with property owners to enhance marketing efforts; i.e., The Loop

Mr. Smotherson stated he thinks the Mayor was absolutely right that the Market at Olive is going to attract other businesses interested in developing the east side of Olive. But in the meantime, he thinks Council needs to start looking at ways to maintain better control of the businesses being allowed to operate on the north side of Olive. There was already a patchwork of businesses, and now we've got the check cashing company that got kicked out of Overland Plaza, a warehouse for the dry cleaners,

and insufficient parking for all of these businesses. He stated the north side is also a great commercial location that he thinks Council should start taking more control of.

Mr. Rose stated in some ways, this Council is sort of in a pickle because of the requirement to accept what other Councils may have agreed to. But part of that can be controlled by way of the City's Zoning Codes and Comprehensive Plan. So, he would encourage Council to take a close look at the Comprehensive Plan when it comes before them for consideration, because a subsequent project will be a revision of the Zoning Code to correspond with the Comprehensive Plan.

PUBLIC SAFETY

Strategic Project	Senge Rating	Responsible Department	FY Implementation
Evaluate CAD System Software Update for Eventual Purchase	2	Fire/Police	FY 24-25
Identify Site for Police & Fire Satellite Facility	2	Fire/Police	FY 25
Police Accreditation Update	2	Police Department	FY 23
Design for Police/Court Facility	2	DCM/Police Public Works/P & D	FY 23
Construction of Police & Court Facility	2	DCM/Police Public Works/P & D	FY 24
Evaluate Community Paramedic Program	2	Fire Department	FY 24
Lower Current ISO Rating For Commercial Buildings	2	Fire Department	FY 24
Emergency Preparedness Training for City Staff	1	H. R.	FY 23
Establish Police Explorer Program	2	Police Department	FY 25
Dispatch Separation	2	Fire Department	FY 23
1/4 Sales Tax Paramedic Healthcare Service (Prop C)	2	City Manager/Fire	FY 25
Develop West End Business Patrol	2	Police	FY 24-25
Enhance/Update Street Lighting	2	Public Works/Police	FY 25

DRAFT

DISCUSSION

1. Evaluate the CAD System Software Update for Eventual Purchase - FY 24-25

- Computer-Aided Dispatch for Fire and Police
- Enhances dispatching efforts

2. Identify Site for Police and Fire (ISO rating)

Satellite Facility Development - FY 25

- Exploration of satellite facility to cover areas at or near the Market at Olive

Mr. Clay asked if a satellite facility was synonymous with a substation? Mr. Rose stated he does not think this is going to be a full-blown-out substation the way one might envision, but he will let Chief Hampton address this question.

Chief Hampton stated this will be more of a satellite facility for combined public safety resources. The substation model was more of a facility for law enforcement, but this will reallocate the manpower needed for the community as it continues to grow and present new challenges for public safety.

Mr. Smotherson stated until everyone knows exactly where the police station is going to be located he thinks this project should have a lower priority.

Chief Hampton stated all of these improvements have been identified to fit within the timeframe for when the police station will be completed.

Mayor Crow stated he does not believe there should be any question as to where the police station will be located since that has already been voted on.

Mr. Smotherson stated he understands what's on the table, but the City just experienced a major flood that severely impacted a lot of its resources. So, he just wants to make sure everything is settled, and the police station is up and running before giving any consideration to a satellite facility.

Mayor Crow stated he agrees that plans for the police station need to move forward, but he just did not want to add any level of confusion to those watching about whether a decision has been made.

Mr. Hales posed the following questions to Chief Hampton:

Q. Although this is not related to the current topic, this weekend a car was ticketed in his neighborhood, and he noticed that it was a handwritten ticket. So, he was curious to know whether the computer terminals and printers that the City invested in for police cars, were being used, and if not, why?

A. Oftentimes parking tickets are issued by non-commissioned personnel who follow a different protocol. And while the technology is being used for traffic tickets, it is going to take a handheld model from a different vendor to incorporate that technology for use with parking tickets. But, it is something they are working on with the Court Clerk and REGIS.

Q. I thought the technology was designed to streamline the process. So, I would like to get a sense of how much this equipment is being used by our officers to write tickets?

A. Currently over 75% of my officers are trained to utilize it. However, in the event the system goes down, handwritten tickets will have to remain as a backup.

Mr. Rose stated the implementation date for this project is FY 25. And the belief is that in the end, the Market at Olive will create some challenges for the City's public safety departments. So, having a greater presence in that area will be beneficial.

Mr. McMahon stated the apartment complex at 1-70 and Delmar will soon be completed and could also present some new challenges once it has reached maximum occupancy.

So, he's happy with the timeline and direction of this project. Because once staff has had an opportunity to see how this development pans out, it could give them a better understanding of what will be needed to address these conditions that they may not have envisioned as this point.

3. Design for Police/Court Facility - FY 23

- Design phase is near completion
- Only one bid was received for renovation of Annex/Trinity which was higher than anticipated

Mr. Hales stated a list of one is not a good list. So, why not continue trying to get additional bids now, rather than waiting? Mr. Rose stated he suspects that the consultants are still trying to market this project. But unfortunately, low unemployment rates, the inability to hire skilled workers, the costs of materials, and interest rates are all contributing to this challenging market. So, while he thinks the economy will eventually cool down, he would not recommend moving forward at this point.

NEXT STEPS:

- ⚡ **Rebid this project once interest rates and intense construction activities have stabilized, to get a lower price and more bids**
- ⚡ **Consultants looking at ways to reduce costs for future RFQ**

4. Evaluate Community Paramedic Program - FY 24

- Community-based mobile integrated health care where paramedics work outside their normal emergency response and transport roles
- Maximizes the use of emergency care resources and enhances access to primary care for those with chronic health problems, the medically underserved, and elderly populations
- Community Paramedic can provide health assessments, chronic disease monitoring, and education, medication management, immunizations and vaccinations, laboratory specimen collection, hospital discharge follow-up care, and minor medical procedures
- Today, people 65 and older make up 15% of the population; by 2030 that percentage is expected to be 21%
- Federal Funding for this program is at a stalemate
- Department is currently meeting with insurance companies that offer Medicare/Medicaid to work out a possible contractual agreement for providing services to their patients
- Insurance companies pay a flat rate, and patients can be seen up to eleven times
- Services for underserved residents will be subsidized by excess revenues received from contracts, equaling a net-zero cost to the City
- Hospitals have a vested interest in participating since they are not paid by the insurance companies if a patient returns within 40 days
- St. Charles County's Community program is now serving 440 patients through the use of this contractual process

Similar to the Code Enforcement Division, Mr. Rose stated the Fire Department is also evolving as its primary emphasis of keeping residents safe from fires starts to shift to emergency medical services; which now take up a considerable amount of their time. He stated to highlight both aspects of the work they perform, next year he will be recommending that Council consider changing the department's name to Fire and Emergency Medical Services.

NEXT STEPS:

- ⚡ **Additional meetings with other insurance companies to work out possible agreements**
- ⚡ **Identification of potential residents through the use of local hospital records**
- ⚡ **Detailed plan of this program to be presented to Council during an upcoming Study Session**

5. Establish Police Explorer Program - FY 25

- Council is in agreement that this project should be pursued in FY 25.

6. ¼ Sales Tax paramedic Healthcare Services (Prop C) - FY 25

- Utilized by the Community Paramedic Program to provide services for the under-insured
- Future Study Session will provide Council with the details of what is being proposed

Mr. McMahon asked if an account would be created for these funds so that residents know exactly what the money is being used for? Mr. Rose stated there would be a separate fund where the expenditures could be tracked to show how this money is being used.

Mayor Crow asked if this Proposition was on the April ballot? Mr. Rose stated the only Proposition on the April ballot is Prop M. Mayor Crow stated multiple municipalities have this tax on their ballot, yet, he has not seen any campaigns or conversations about the pros or cons of this Proposition. He then asked if anyone was aware of any information being distributed about this tax?

Mr. Clay stated the only thing he's heard were the comments made by one of the City's local proprietors who believed 3% was excessive.

Mr. Rose stated he had not heard of any campaign, although, since it is a statewide issue the vast majority of this effort was coordinated by the Missouri Municipal League. He stated he had indicated that it might be a good idea to allocate these funds towards public safety, as well as an educational aspect that informed children about the potential impacts of using marijuana. So, if there is a desire by Council to take action, he would recommend doing so by creating a Resolution expressing Council's intent for how the funds should be used, which could then be made available to residents.

ENCOURAGE HIGH-QUALITY GROWTH

Strategic Project	Senge Rating	Responsible Department	FY Implementation
Evaluate Best Practices For Code Enforcement	2	Planning & Dev	FY 23-24
Improve Landlord/Property Manager Registration List	1	Planning & Dev	FY 23-24
Establish a Code Compliance Control	1	Planning & Dev	FY 24
Solid Waste Rate Study Update	2	Public Works	FY 24
Create Infill Review Board	2	Planning & Dev	FY 24
Establish Housing Program	2	City Manager/DCM	FY 23-24
Establish 3rd Ward Revitalization Program	2	City Manager/DCM	FY 23-24

Evaluate Developing Dedicated Bike Lanes & Walkable Areas https://www.livingstreetsalliance.org	2	Public Works	FY 23-24
Evaluate Which City Services Are Online or can be Converted to Online	1	H. R.	FY 23
Implement Plan to Make Appropriate City Services Online	2	ACM/All	FY 24-25
Change Code Enforcement Division to Code Compliance	1	Planning & Dev	FY 23
Annual Update of Comprehensive Plan	2	Planning & Dev	FY 24
Update Zoning Code	2	Planning & Dev	FY 25

DISCUSSION

1. Improve Landlord/Property Manager Registration List - FY 23-24

- Vacant property registration

Mr. Clay asked Mr. Rose for the current status of this list? Mr. Rose stated he would not consider it to be current. That's why staff believes there is a need to implement this proposal which places a greater emphasis on the requirements to register vacant properties.

Mr. Smotherson posed the following questions to Mr. Rose:

Q. Is the City unable to find the owners of some of these vacant properties?

A. *While there is something on the books that allows for this process, at this point, the City does not have a system that ensures every vacant property is registered or encourages owners to register their properties. So, that is what this project proposes to do.*

Q. So, what happens once this system is in place?

A. *Today, there is no way of knowing when a home becomes vacant. So, the system will be designed to prompt staff to identify and/or be informed when these vacancies occur.*

Q. What about the houses we already know are vacant?

A. *If Council agrees that this is a program they would like to pursue, then they should be identified and placed on the list.*

Mr. Smotherson stated he would like to see this system put into place sooner rather than later because owners of vacant houses will continue to do absolutely nothing until something changes. And he would also like to see fines and/or fees incorporated into this system.

Mr. Hales stated although he is uncertain of the cost for registering a vacant property, he believes a fee was established in 2015.

Dr. Wagner stated the registration fee is \$200.

Mr. Hales stated since Council frequently receives calls about vacant houses it might be helpful to have a copy of the current list because he can share one with Dr. Wagner that has been vacant for almost four months. So, being proactive by having inspectors identify vacancies is much more effective than waiting for someone to call.

Mr. Rose stated this item was included in the plan to determine whether it was a project Council wanted staff to pursue. Specific details about its content and application will be presented at a later date.

Mr. Clay stated this is a conversation that has been going on for some time, so he would agree that this process should be accelerated. He stated it seems like the issue is more about execution than anything else. And he thinks the City would be better served if staff could start executing some aspects of this policy now, rather than waiting until all of the specifics are in place.

Mr. Rose stated at this point, staff believes it is important to look at the fee and the policy to make sure they are sound before putting the infrastructure in place to fully execute this policy.

Mr. Smotherson stated he would like to see the list of vacant properties and any fees that have been paid.

Mr. Rose stated staff is assembling the list and upon completion, it will be provided to every member of Council.

Mr. Clay stated even if the system is not perfect, he thinks there is value in assessing the appropriate fines on the homes that have been identified here tonight, on Monday.

Mr. Rose stated he certainly does not want to mislead Council by thinking that no actions have been taken because Dr. Wagner will be sharing exactly what his staff has been doing to address this issue during his presentation. But without a clearly defined system to work with it becomes catch as catch can. So, he's pretty sure Dr. Wagner will be taking action on the houses that have been identified today.

NEXT STEPS:

- ✦ **Distribute a current list of vacant houses to Council once it is completed**
- ✦ **Gather information on the vacant houses identified by Councilmembers Smotherson and Hales**

2. Solid Waste Rate Study Update - FY 24

- The collection of solid waste is virtually subsidized by the General Fund
- Included in this study will be an evaluation of whether the policy to utilize stickers for leaf collection is more costly than simply allowing residents to set their bags out

Mr. Hales stated this week he heard from another resident who said their dumpster was never full. So, can staff look at whether dumpsters in areas like Ames Place should continue to receive trash service twice a week? Mr. Rose stated that can certainly be included as a part of the study.

Mr. Smotherson asked if the study could give consideration to the elimination of dumpsters in certain areas? He stated neighbors in the 6500 block of Plymouth would love to replace their dumpsters with trash cans because there is a real problem with illegal dumping making it difficult to access the alleys. Mr. Rose stated that could also be added to the study.

Ms. Klein stated she's had a few comments from residents expressing their displeasure with the garbage cans placed in the park down Jackson Avenue. Is there any way to replace them with large metal trash cans? Mr. Rose stated he is sure that is something Mr. Dunkle can add to his proposed budget.

NEXT STEPS:

- ↓ Evaluate reducing the number of pickup days for dumpsters
- ↓ Evaluate the elimination of dumpsters in alleys and the 6500 block of Plymouth
- ↓ Replace plastic trash cans with metal trash cans on Jackson Avenue

3. Create Infill Review Board - FY 24

- Change name to Architectural Review Board

Mr. Hales stated since the City already has an Infill Review Board is this intended to be the Architectural Review Board? Mr. Rose stated that it is.

Mayor Crow stated the creation of this Board has been languishing for years, so it would be nice to check the box and get it completed.

Mr. McMahon stated he thinks the holdup might have been due to the distinctive characteristics of each neighborhood. And if that's the real problem then it needs to be communicated to the residents who have been asking for this Board.

NEXT STEPS:

- ↓ Establish a Study Session to discuss the status of this project

4. Establishing a Code Compliance Control - FY 24

Mr. Smotherson stated today he noticed that the house at 1535 82nd Blvd. has a junkyard encompassing the entire parameter. So, he would like to get an understanding of what these inspectors are doing because this is a blatant violation that the public should not have to experience.

Mr. Rose stated there will be a full presentation on code enforcement in the next section of this meeting, where they will answer this question and any others that arise.

5. Evaluate developing dedicated bike lanes and more walkable areas - FY 24-25

Mayor Crow stated he thinks it would probably be a good idea for staff to reach out to neighboring communities; specifically, Clayton, and learn the pros and cons of these dedicated spaces. He stated although U City has a different landscape, his understanding is that Clayton's bike paths have not been used to the extent they anticipated; have frustrated business owners and resulted in more accidents than expected.

6. Annual Update of Comprehensive Plan - FY 24

- Currently underway
- The Zoning Code should marry with this plan

Mr. Rose stated any questions regarding the status of this plan can be presented during the Code Enforcement presentation.

PRUDENT FISCAL MANAGEMENT

Strategic Project	Senge Rating	Responsible Department	FY Implementation
5-Year Financial Forecasting - Annually Develop a 5-Year Revenue			

& Expenditure Estimate	1	Finance Department	FY 23-24
Evaluate & Determine the Feasibility of Using Purchasing Cards	1	Finance Department	FY 23-24
Develop Fleet Management Program	2	Public Works	FY 24
Identify Financial Management Training Needs for Accounting System	2	Finance/H. R.	FY 24
Streamline the Financial & Payroll Systems (New Software)	2	Finance/H.R.	FY 24-25
Development of a 5-Year Street & Sidewalk Program	2	Public Works	FY 24
Update Accounting Policy & Procedures	2	Finance	FY 23-24
Explore Adjusting Employees to Same Annual Evaluation Cycle: 1/2 in July & Others in January	2	H.R.	FY 24
Develop Performance Measurements	2	ACM	FY 24
Prepare Annual Operating Budget & CIP Program	2	City Manager/Finance	FY 24

DISCUSSION

1. Development of a 5-Year Street and Sidewalk program - FY 24

- To be included in the yearly Comprehensive Infrastructure Program

Ms. Klein stated whenever she receives a call from a resident asking if and when their street is going to be repaired, she has to reach out to staff and then call the resident back. So, she thinks one way to streamline this process is to put the schedule on the City's website where residents can see it.

Mr. Rose stated this program is about creating a five-year plan that provides residents with a comprehensive overview of improvements and when they will be made. And while he does not know whether staff has an extensive schedule in place today, they do have a partial list that can be provided.

Mr. Clay stated he's pretty sure Council has received an annual schedule of improvements because he's shared it with residents in the 3rd Ward.

Mr. Rose stated you're correct, they do have an annual schedule, but there is a need to look at the entire city and do a deep dive analysis of the streets and sidewalks to determine if any changes have taken place and realign their current information.

Mr. Clay stated while he understands that staff is working to perfect this plan, he thinks publicizing the annual plan would be a step forward.

Mr. Rose stated he would have staff provide Council with the information they have currently.

Mr. Hales stated he cannot recall when the last Paser Surface Evaluation and Rating was performed on all of the City's streets, but he thinks one is due.

2. Develop Performance Measurements - FY 24

- Cultivating transparency with Council and residents on how the organization is performing
 - Miles of street improvements each year
 - Yearly snowplow totals
 - Yearly total of invoices processed
- Biennial Citizen's Satisfaction Survey results
- Likely to take more than one year to accomplish

Mr. Clay stated private sector performance measurements seem to coalesce around profits. But municipal governments have a different north star that he sees as evaluative points, like the completion of plans, adherence to plans, and other things that ostensibly can be designated. And sometimes even if you successfully achieve those goals, from a resident's perspective it may not be enough. So, what he would ask for is a realignment of what the City is measuring versus what is valuable to Council and its residents. He stated there are many different ways to evaluate the effectiveness of city government given the disparate nature of plans and the potentially evaluative mechanisms that you have in place.

Mr. Rose stated one thing they are trying to accomplish with this project is for every employee to understand how their job impacts the delivery of service. Because if you don't think someone who collects solid waste is important to the City's delivery of service, just let the trash start to build up and you'll see the direct impact it can have on the employees who have a direct relationship with residents. So, he would agree that there is a need to be clear about these evaluation points and for everyone to understand why they are so important. Does that address your comments?

Mr. Clay stated it does because again, Council and staff could accomplish everything in the Comprehensive Plan and residents could still think that we're doing a lousy job.

Mr. Rose stated that the way to find out exactly what they're thinking is with the Citizen's Satisfaction Survey, which is another performance measurement. It is a statistically valid survey that provides both quantitative and qualitative results.

IMPROVED INFRASTRUCTURE

Strategic Project	Senge Rating	Responsible Department	FY Implementation
Creation/Execution of Asset Management Strategy	2	Finance/All	FY 24
Implement ADA Transition Plan for all Public Facilities	2	Public Works/Parks	FY 24
Establish Stormwater Master Plan	2	Public Works	FY 23

Create Road/Sidewalk Condition Rating Analysis	2	Public Works	FY 24
Preventive Vehicle Maintenance Program	2	Public Works	FY 24
Loop Area Safety Initiative Plan	2	Police Department	FY 24-25

DISCUSSION

1. Establish Stormwater Master Plan - FY 23

- Currently being developed by the Stormwater Commission

Mr. Rose stated at some point, Council will need to address the broader issues of understanding what MSD believes their role in the management of stormwater runoff within the region is, and making sure that belief aligns with what you think those responsibilities should be.

2. Loop Area Safety Initiative Plan - FY 24-25

- An ongoing partnership with Wash U to make The Loop safe

COMMUNITY QUALITY OF LIFE

Strategic Project	Senge Rating	Responsible Department	FY Implementation
Website Update	2	ACM	FY 23-24
Conduct Resident Satisfaction Survey	1	ACM	FY 24
Seamless Customer Service Initiative	2	H.R. /All	FY 24
Creation of Communications Policy	2	Communications Manager/Consultant	FY 24
Explore 311 System & Creation of Help Desk	2	ACM	FY 24-25
Street Renaming	2	City Manager/Council Public Works	FY 24-25
Creation of Webpage Connect Residents to Senior Services	2	Communications Manager Parks	FY 23-24

DISCUSSION

1. Seamless Customer Service Initiative - FY 24

- A training initiative for all employees designed to explore techniques that enhance good customer service

Mr. Clay stated he's not sure if this is more of a staffing issue as opposed to a training issue, but what he's heard from residents is that they've experienced difficulty getting through to anyone at City Hall.

Mr. Rose stated he would have to do some research to determine whether the current system provides information about the percentage of calls that are dropped. So, this will have to be a separate project, which may require updating the City's current system.

2. Creation of Communications Policy - FY 24

- Approval granted to hire a consultant for assistance

Mr. Clay stated it seems like there has already been a lot of work accomplished in this area, so will that be the starting point for this policy, or will the approach be to create something new? Mr. Rose stated he does not think Council has ever reached a consensus on a comprehensive Communications Policy. So, the consultant's role will be to assist staff with a review of the information that has already been developed and incorporating that into a policy that can be presented to Council. He stated the goal is to make sure everyone is on the same page and that they have a clear understanding of Council's policies related to communications.

3. Street Renaming - FY 24-25

- Interrupted because of COVID and the flood
- A long-term project focusing on individual sections
- Requires community engagement; especially among those impacted

Mr. Smotherson posed the following questions to Mr. Rose:

Q. I think we are at the stage where we can start engaging the community, so why aren't we doing that now?

A. Staff thinks the creation of a Communications Plan should probably have a higher priority than this project, but it's really a question of what the Council's priorities are. But their recommendation of FY 24-25 was based on the belief that they would have the resources to commit to this project.

Q. Will this involve the Commission previously assigned to address this issue?

A. The Commission completed its task and provided Council with its recommendations. So, it would be up to Council to decide if they want them to reconvene.

Mayor Crow stated he would guess that the Task Force members would probably want to be engaged more as individuals rather than a Commission. And he also believes that once you start talking to residents; particularly those in the 2nd Ward, this topic will begin to take on a life of its own. So, he thinks the timeframe is appropriate given what could end up being a broader conversation about the names, whether they should be changed, and the need to be respectful of everyone's desires.

COMMUNITY QUALITY OF LIFE - POTENTIAL NEW PROJECTS

Strategic Project	Senge Rating	Responsible Department	FY Implementation
Create an On-Boarding Program for Boards, Committees & Commissions, Including Sunshine Law Procedures, etc.	2	ACM/Legal City Clerk	FY 23
Restore Park Services Damaged in Flood	2	Parks, Recreation	FY 23-24

DISCUSSION

Mr. McMahon stated another community quality of life project staff might want to put on their radar is rebuilding the City's recreational offerings, which are basically at ground zero. It's a huge undertaking when you think about staffing, programming, and facilities, but from what he gathered at the last Parks meeting these three categories make sense. Folks showed up imploring the City to do something because their families were missing out on these opportunities. So, his suggestion is simply to start this rebuilding by utilizing a step-by-step process.

Mr. Rose stated two projects he added after meeting with his Executive Team are bringing Parks and Recreation back to normal and exploring partnership opportunities with the School District for after-school programs. Teachers are a valuable resource, and the City has the infrastructure to supplement things the District is doing. So, he has a personal interest in creating programs where children can play and learn and free memberships for those pursuing tutoring and academic excellence.

Mr. Hales stated since we now know the extent of flooding that can occur, is staff developing an emergency plan to keep the City's assets safe in the event of another occurrence like the one in July? Mr. Rose stated they are trying to be proactive by putting infrastructure in place for better stormwater management, making sure MSD properly maintains the channels, and extensively using the Code Red System. However, even if this system had been fully implemented when the July flood occurred, they would not have been able to move equipment out of harm's way because it happened too fast.

Mr. Smotherson stated he would like to see this Council prioritize bringing back the City's summer program, regardless of whether it is tied to the School District or not. He stated there is a real need for this summer recreation program, which could potentially be expanded through a partnership with the YMCA which also has a summer camp program.

Mr. Rose stated the intent is to have a more robust recreational program in the future. But first, the infrastructure is needed to accommodate those programs, and the speed of achieving that depends on how much risk Council is willing to take. He stated that he identified the four areas he thinks are worth taking a risk on. So, staff is moving forward with the bidding process and should soon have the repair costs associated with these facilities, and they are still working closely with FEMA, meeting with them weekly, but beyond that, it's up to Council.

Mr. Clay asked Mr. Rose if he could explain Senge Rating? Mr. Rose stated that the numbers 1 and 2 refer to the complexity and/or resources needed to execute the project and has nothing to do with prioritization.

Mayor Crow stated Council continues to get questions regularly about the City's status with SEMA/FEMA. So, he thinks it would be a good idea to provide a short update during Monday's Council meeting so that residents can be a part of this process. Mr. Rose stated he would address it under the City Manager's Report.

EMPLOYEES

Strategic Project	Senge Rating	Responsible Department	FY Implementation
Update Personnel Policies	2	H.R./City Attorney	FY 23
Training/Cross-Training Program for Departmental Effectiveness	2	H.R.	FY 24-25
Upgrade Existing Payroll & HR System	2	Finance/H.R.	FY 24-25
Promote Employee Intranet Site	2	ACM	FY 23
Conduct Gallup Q-12 Employee Survey https://www.gallup.com/workplace/356063/gallup-q12-employee-engagement-survey.aspx	2	H.R.	FY 23-24
Develop Employee Engagement Team	2	H.R.	FY 23-24
Identify What Policies, Processes/Procedures Need to be Modified, Eliminated Or Automated	2	Directors	FY 23-26
Accessing Methods for Communicating With Employees Real-Time	2	ACM/H.R. Communications Mgr	FY 23
HRIS Portal Purchase & Implementation	2	H.R.	FY 23-24
Improve Employee Pension Programs	2	Finance	FY 23
Investigate/Evaluate Tele-work & Flexible Schedules	2	H.R.	FY 23

Mr. Rose stated he thinks he has a good sense of the projects Council would like to see prioritized and the timeframes in which they should be pursued. So, the next step is to finalize this document and include it on an upcoming agenda for final consideration.

III. Presentation RE: Code Enforcement Policy and Compliance

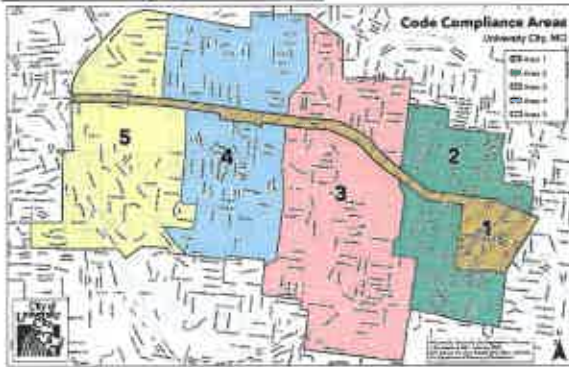
Dr. Wagner stated staff is rebranding the Code Enforcement section within the Planning and Development Department by changing the title to Code Compliance.

Code Compliance

- Rebranding represents a change in the “culture” of the Department

- The intent is to gain compliance, as opposed to a more punitive approach
- New look on the six (6) electric cars that comprise the Code Compliance fleet
- Reinstate an approach to Code Compliance that the Department employed in the 1990s where Code Compliance Officers and Inspectors will be assigned a specific area of the City to patrol.
- One floater will be retained to assist where needed

Code Compliance Areas



Possible Side-Effects:

- Impacts on the Court Docket...could be a busy few months, initially
- Concerns/pushback from residents
- Unexpected outcomes

Goals:

- Streamlined Departmental processes and procedures
- Improved housing conditions
- Compliance of signs, environmental concerns, derelict autos, vacant properties, etc.
- Partnerships with area nonprofits; i.e., SHED

Community Cats

- Ginsberg Request: The TNR Ordinance be amended to explicitly allow for the feeding of community cats
 - ✓ Requested Amendment: *"Community cat caregivers, in accordance with and pursuant to a process of trap-neuter-return, are authorized and encouraged to provide food, water, shelter, and medical care for a community cat, while not being considered the owner, harbinger, controller, or keeper of a community cat"*
- Per City Attorney, there is nothing in our code that prohibits feeding on private property
- Staff cannot recommend approval of the requested amendment
 - ✓ Language is too broad, allowing for feeding anywhere
 - ✓ Volunteers are already allowed to feed on their properties
 - ✓ Attracts unwanted pests
- Staff Recommendation:
 - ✓ The ordinance remains as it is written today
 - ✓ Train Code Compliance Team on best practices for feeding community cats

Ms. Klein asked how officers would be held accountable if their interpretation of the Code is different than its intended purpose? Dr. Wagner stated this is one of the things they've been concerned about, making sure the Code is replicated in a manner wherein any inspector that visited that location would find the same violations and make the same call. Making sure there is consistency across the board is something they will be focusing on and talking to the team about.

Mr. Rose stated in addition, residents can appeal any violation they have a disagreement about.

Mr. Clay stated he is going to illustrate a perception within the community associated with Code Compliance by providing a rather dramatic example. Per the ordinance, House A's address is not visible from the street. Code Compliance notices this violation and a squadron of officers; another community perception descends on the property and issues a Notice of Violation. The notice expires and this same squadron of officers returns and cites the resident again. So, a lot of attention has been placed on this violation; which he understands the importance of. But the house next door which has been abandoned for 25 years; has a tree growing through the roof, and bears that have taken up residence participating in nightly jamborees, never get addressed. He stated while some of this might be a communications issue, in the scheme of things it feels like there are times when relatively minor infractions are focused on while the more egregious and obvious infractions go unnoticed. So, is it possible to prioritize these violations and create an even balance? Dr. Wagner stated that is probably one of the most poignant questions he has had to address because these kinds of situations have happened, and they should not be. He stated his goal is to make sure they get the point across to their inspectors that these sorts of discrepancies or any violation, be dealt with consistently. Dr. Wagner stated whenever possible, he will be riding with inspectors to see what they are doing and how they are doing it because consistency is one of the most important aspects of this department's reformation. Mr. Clay stated consistency certainly is an element, but it's also about prioritization. Dr. Wagner stated that is the exact approach that should be taken and that is what they will be focusing on.

Mr. Hales stated there have certainly been some challenging situations for inspectors and oftentimes it's a no-win situation. Half the people complain that there's not enough, and the other half complains that there's too much.

He stated recently he received information about three commercial business signs placed in the public right-of-way on Hanley and Teasdale. Is there a policy about this, or, is it something that inspectors should address? Dr. Wagner stated he does not recall what the actual policy is, but in the past, inspectors have taken the signs down and brought them back to the office. And while they can be returned to the owner, that owner is advised that they cannot be placed in a public right-of-way.

Mr. Rose stated he thinks the proposed restructuring is intended to ensure that Code Compliance officers step up and take ownership of the areas they will now have responsibility for. Hopefully, this new culture will eliminate the need to blame others for mistakes or omissions.

Dr. Wagner stated his current team is anxious to implement this plan.

Mr. McMahan stated the shift from enforcement to compliance is going to be about communication. And he hopes that staff would develop an initial communication letter explaining this shift; i.e., the first warning is a notification, not a summons, not a ticket, and punishment is the last resort. Because this type of compliance-oriented verbiage can make residents feel more comfortable about the process and provide a better understanding of how inspectors are willing to work with folks to eliminate the problem.

Dr. Wagner stated in most respects that is what they do. If someone calls and says they are out of town; my dad is in the hospital, etc., his officers are accommodating, and work to help people get through the process.

Mr. McMahan stated he also thinks it's a good time to distribute this map of compliance code areas, so folks know they've got a specific officer assigned to their location. He stated this is one of those topics that the City needs to get ahead of. And who knows, people could start complaining that they liked the enforcement process and don't like the change. But at least they have the knowledge beforehand, about what's coming and what to expect.

And the third element of communication goes to what Mr. Clay spoke about, folks who say, "*What about that house,*" but have no idea what actions have been taken at that house.

Dr. Wagner stated they are prohibited from telling residents about what they are doing at other homes.

Mr. McMahon stated then he would have to argue that a citation and/or notification are public information that says, "Yeah, we've been there".

Mr. Clay stated he has tremendous respect for the City's compliance officers and does want any of his comments to take away from that fact. He then asked if his recollection was correct in that there is to be an additional officer assigned to the 3rd Ward? Dr. Wagner stated there is money in the budget for a position that has never been filled. And although Mark seems to think one inspector will be sufficient, he will speak with Mr. Rose to get his opinion.

Mr. Rose stated most of the compliance areas run north to south and cover multiple wards. So, if an additional inspector is needed it will be based on the demand in a specific area and not a ward.

Mr. Hales posed the following questions to Dr. Wagner:

Q. Will inspectors rotate or stay in their assigned area?

A. *Although a timeframe for how often has not been established, they will be rotated.*

Q. What system is utilized to ensure that inspectors are effectively managing their cases?

A. *It has a lot to do with the software they're using, but I'm not entirely sure of exactly how it works.*

Mr. Hales stated Olive is a huge challenge with all the trash, tall grass, and weeds, and as we move forward with developments in the west and eventually in the east, it will be a key area of focus. So, there is a real need for that inspector to work with those property owners and get them to start complying with the code.

Ms. Klein stated to Mr. Hales' point, she thinks sometimes residents feel frustrated that they are expected to maintain these standards when they see businesses that are not being held to the same standards.

She stated this is a great system with the potential to really improve accountability, which seems to have been a problem in this department. And something else to keep in mind is the feedback she's received from seniors who oftentimes don't understand this process.

Dr. Wagner stated to the extent that they can, they will try to incorporate malleable language into any communications they send out to help clarify the process.

Ms. Klein stated in the past, there have been some instances where the police were involved with code enforcement violations. Is there a policy on when the police should be called or is it based on an inspector's judgment?

Dr. Wagner stated his cautionary warning is that if an inspector does not feel safe, they should not enter the premises. And in some instances that has required an officer to be by their side. So, it's more of a feeling than a policy.

Ms. Klein stated that's good if there is a discussion about it with the officer because there is a different element of trust for all parties when the police are involved.

Mr. Clay stated this is a move from a transactional approach to more of a relational approach. And to that end, it seems like allowing folks to remain in their zone would build trust, consistency, and familiarity with all the dynamics of that zone; which he sees as a real benefit.

Dr. Wagner stated that's one of the drawbacks they considered when discussing the rotation process. But on the other hand, you could have an inspector that gets too comfortable and starts neglecting some of their responsibilities.

Mr. Smotherson posed the following questions to Dr. Wagner:

Q. What tools will inspectors be using on the street?

A. They use tablets that provide them with access to county records and every document in our office.

Q. Would you be willing to use some of the new technology that helps inspectors identify problems and the history of that property?

A. I'm certainly open to better technology and have identified a couple that shows a little bit of promise.

Mr. Rose asked Dr. Wagner if he would respond to Mr. Smotherson's question about what his officers are doing today.

Dr. Wagner stated they perform environmental reviews, animal control, property inspections, and sign regulations. However, whether they are prioritizing these violations are being as consistent as they should be, is something that needs to be worked on.

Mr. Rose stated that in part, he thinks inspectors have been more reactive. And the approach being proposed would make them more proactive by patrolling, identifying violations, and working with property owners to bring them into compliance. He stated a very important component of working with property owners is going to be the inspector's capacity to now refer anyone that might not have the financial means to comply with resources to assist them. Mr. Rose stated their interest is not so much in enforcing the code, but in truly gaining compliance. And for each property owner that may mean something different.

(Council was provided with staff's list of vacant houses)

Mr. Smotherson stated he certainly does not want to blame the inspectors, but he is accountable to residents. And people call and say, "Why aren't you doing something about this," he would love to be able to drive down the street, see the violations, and then go to a database maintained on the City's website to determine the status of that property.

Dr. Wagner stated if the City is open to purchasing new software the one he's been looking at would allow everybody to log in and see what's going in at a specific address.

Mr. Rose stated if there are no more questions or comments, this would conclude their presentation.

Mayor Crow thanked Dr. Wagner for his presentation.

IV. EXECUTIVE SESSION

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

Mr. Hales moved to close the Special Session and go into a Closed Session, seconded by Mr. Clay.

Roll Call Vote Was:

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

Nays: None.

V. ADJOURNMENT

Mayor Crow thanked everyone for their attendance and closed the Special City Council Session at 12:48 p.m. to go into a Closed Session on the second floor. The Closed Session reconvened in an open session at 1:42 p.m.

LaRette Reese
City Clerk, MRCC

STUDY SESSION
Pension Fund Overview
CITY HALL, Fifth Floor
6801 Delmar Blvd., University City, Missouri 63130
Monday, March 25 2024
6:00 p.m.

AGENDA

1. MEETING CALLED TO ORDER

At the Study Session of the City Council of University City held on Monday, March 25, 2024, Mayor Terry Crow, called the meeting to order at 6:00 p.m.

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

Councilmember Stacy Clay; (*excused*)
Councilmember Aleta Klein
Councilmember Steven McMahon; (*excused*)
Councilmember Jeffrey Hales
Councilmember Dennis Fuller
Councilmember Bwayne Smotherson

Also in attendance were City Manager, Gregory Rose; City Attorney, John F. Mulligan, Jr.; HR Director, Amy Williams, and Finance Director, Keith Cole.

2. CHANGES TO REGULAR AGENDA

None

3. PENSION FUND OVERVIEW

Mr. Rose stated there have been some discussions about the parity between these two funds administered by the City. So, he has asked the H.R. Director, Amy Williams, to provide Council with a presentation identifying the benefits that are included in each fund and illustrating what each fund entails. In addition, he has asked that this presentation be presented to the Pension Board at their next meeting.

Ms. Williams stated that the City administers two plans, the Non-Uniform Pension Plan and the Uniform Pension Plan.

Basic Information

- Staff Administrator: Employer via Keith Cole
 - Custodian of all monies, securities, and properties of the funds
 - Staff liaison to the Pension Board of Trustees that provides the control and direction for both plans
- Plan Administrator/Trustee: UMB
- Actuary: Buck, A Gallagher Company
- Plan Year: January 1 – December 31

Non-Uniform Pension Plan

- **Retirement Benefits**
 - Normal Retirement
 - Age 65 or age 62 with 30 years of creditable service
 - Early Retirement
 - Age 55 with 20 years of creditable service

- Vesting
 - Employees are fully vested after 5 years of creditable service
- Termination of Benefit
 - Attainment of age 65, 100% after 5 years of creditable service

✚ *Definition: Creditable Service = years and completed months of full-time service*

Ms. Williams stated that:

- Employees are members at the beginning of their employment and must be certified by the Pension Board
- If a member leaves and returns in less than a year, and they have not withdrawn any funds, their time is restored, and they are considered "a continuous employee"
- If a member leaves and returns after one year, they are considered "a new employee"
- **Death Benefits**
 - Prior to Normal Retirement
 - Accumulated employee contributions, plus \$100,000
 - After Normal Retirement
 - Accumulated employee contributions
 - Lump sum payment, but if the beneficiary is a spouse, they may elect a monthly life annuity instead
 - If the member dies before the date of distribution, the interest will be distributed over the life of the benefits to the beneficiary
- **Changes from Prior Years**
 - Vesting requirement reduced from 10 years to 5 years
- **Refund of Contributions**
 - Accumulated employee contribution with interest of 5%
- **Contributions**
 - 3% of annual compensation
 - The pension amount is decided by the average compensation for the three highest consecutive years of service
- **Accrued Benefit**
 - 2/3 of the final average compensation plus 1% of the final compensation in excess of the average Social Security wages, all multiplied by creditable service

Mr. Rose stated one distinction is that contributions actually go into the plan, which is different from the Uniform Plan.

- **Expenses**
 - The normal cost for expected Administrative Expenses up 3% from 2022 is \$168,849
- **Interest Rate**
 - Increased from .030% to 6.80% compounded annually

Uniform Pension Plan

Members consist of commissioned salaried employees of the Police and Fire Department.

- **Retirement Benefits**
 - Normal Retirement Eligibility
 - Age 50 with 25 years of service
 - Receives 65% plus 1% for each year of service over 25 years up to a maximum of 70%, multiplied by the base salary
 - Early Retirement Eligibility
 - Age 50 with 20 years of service

- Receives 40% plus 4% for each year of service over age 50 up to a maximum of 60% multiplied by the base salary
- Vesting
 - After 10 years of service
- Termination of Benefit
 - Attainment of age 55, 100% after 10 years of service

Ms. Williams stated that:

- Employees with earned service that were not vested in another government plan can purchase up to two years of credible service, as long as it does not exceed their time worked at U City.
- If an employee is reinstated within two years or less and has not withdrawn any funds, they may continue their years of service
- If an employee returns after two years, they are considered a new employee
- **Funeral Death Benefit**
 - Paid upon death in the sum equal to one (1) month's base salary in effect at the time of death
- **Death Benefit**
 - Death of a participant retired or eligible for retirement after age 50 with 20 or more years of service, if married 3 years before retirement
 - 50% of the benefit the employee was receiving or eligible to receive plus 10% for each unmarried dependent under age 18, a maximum of 60% of the base salary
 - If no surviving spouse's benefit is payable, the benefit will be divided among the children
 - Death of a participant before retirement eligibility
 - \$100,000, lump sum
- **Minimum Benefit**
 - Retiree or surviving spouse - \$325 per month
- **Contributions**
 - 5% of salary to an investment account or 401A
 - 0.02 per \$100 of assessed valuation
- **10-Year Drop Payment for Uniform Members**

There is an off-set or drop in the final monthly pension amount that occurs after ten years of service. Factors used by the Actuary to determine this formula are age, years of service, and salary.

 - Average payments from 2020 – 2024
 - Police - \$81,256
 - Fire - \$115,761
- **Expenses**
 - The normal cost for expected Administrative Expenses up 3% from 2022 is \$138,348
- **Interest Rate**
 - 6.80% compounded annually
- **Next Pension Board Meeting**
 - Currently, scheduled for Tuesday, April 23, at 6:30 p.m.

Mayor Crow posed the following questions to Mr. Cole:

Q. Are the expenses listed for both plans based on a percentage or the amount of hours performed by the Actuary?

A. *The fees associated with the Actuary, legal, and UMB are included as administrative expenses.*

Q. Are the fees associated with managing the money built into the investment?

A. Yes.

Q. Does the difference in the expenses represent the size of the portfolio?

A. Yes.

Q. Are the fee structures of \$138,348 and \$168,849, generally for legal expenses or the Actuary?

A. While some of it goes to Greensfelder for legal expenses, the vast majority goes to the Actuary.

Mayor Crow asked if it was correct to assume that no changes can be made to the Uniform Plan because it has not reached the required funding level? Mr. Rose stated that is correct. Currently, the Uniform Plan is below the funding level of 80% which is required to implement any changes that would increase the cost.

4. **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.

Councilmember Smotherson moved to close the Study Session to go into a Closed Session, it was seconded by Councilmember Hales.

Roll Call Vote Was:

Ayes: Councilmember Klein, Councilmember Smotherson, Councilmember Hales, Councilmember Fuller, and Mayor Crow.

Nays: None.

5. **ADJOURNMENT**

Mayor Crow thanked Ms. Williams for her presentation and closed the Study Session at 6:12 p.m. to go into a Closed Session on the second floor. The Closed Session reconvened in an open session at 6:20 p.m.

LaRette Reese
City Clerk, MRCC

MEETING OF THE CITY COUNCIL
CITY OF UNIVERSITY CITY
CITY HALL, Fifth Floor
6801 Delmar Blvd., University City, Missouri 63130
Monday, March 25, 2024
6:30 p.m.

AGENDA

A. MEETING CALLED TO ORDER

At the Regular Session of the City Council of University City held on Monday, March 25, 2024, Mayor Terry Crow called the meeting to order at 6:30 p.m.

B. ROLL CALL

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

Councilmember Stacy Clay; (*excused*)
Councilmember Aleta Klein
Councilmember Steven McMahan; (*excused*)
Councilmember Jeffrey Hales
Councilmember Dennis Fuller
Councilmember Bwayne Smotherson

Also in attendance were City Manager, Gregory Rose, City Attorney, John F. Mulligan, Jr., and Director of Public Works, Darin Girdler.

C. APPROVAL OF AGENDA

Hearing no amendments, Councilmember Smotherson moved to approve the Agenda as presented, it was seconded by Councilmember Fuller, and the motion carried unanimously.

D. PROCLAMATIONS (Acknowledgement)

None

E. APPROVAL OF MINUTES

1. March 11, 2024, Study Session Meeting Minutes; (Summer Camp Update), was moved by Councilmember Klein, it was seconded by Councilmember Hales, and the motion carried unanimously, with the exception of Councilmember Smotherson.
2. March 11, 2024, Meeting Minutes was moved by Councilmember Fuller, it was seconded by Councilmember Smotherson, and the motion carried unanimously.

F. APPOINTMENTS TO BOARDS AND COMMISSIONS

None

G. SWEARING IN TO BOARDS AND COMMISSIONS

None

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

Citizen Comments

Frank Ollendorff, 8128 Cornell Court, U City, MO

Mr. Ollendorff stated that after 40 years of trying to get to this point, he would like to congratulate Mr. Rose and the Mayor for bringing the community together to build the most exciting and important project that has occurred in decades; the construction of a state-of-the-art Police Station for the finest Police Department in the area. That said, he would like to suggest some minor adjustments he believes would make this project even better for citizens, and the police.

1. Leave the existing public parking lot open to the public.
2. Provide the police with a secure parking lot in front of the station, not behind it.
3. Keep the existing public entrance to City Hall and delete the new entrance facing the back of the proposed hotel.

Asking the public to park behind the new Police Station and access the lobby through a police entrance is a waste of money, less secure, and inconvenient; especially when there is a perfectly good entrance to City Hall from the existing parking lot that for many years has been used by the Senior Citizen Center and numerous events. People want access that is convenient and safe. And for years, the Missouri Police Chiefs Association has advised municipalities to keep public and police entryways separate.

Mr. Ollendorff stated the implementation of these changes will not delay the project and will save the City almost a million dollars.

I. COUNCIL COMMENTS

J. PUBLIC HEARINGS

None

K. CONSENT AGENDA - (1 voice vote required)

1. Heman Park - Memorial Fountain Restoration
2. Police Department Camera Surveillance Equipment Purchase; (Eastgate Park)
3. FY2023 Supplemental Agreement; (CDBG)

Citizen Comments

Patrick Fox, 1309 Purdue Avenue, U City, MO

Mr. Fox stated as a member of the Parks Commission he came before Council in November to discuss some concerns about the installation of surveillance cameras in parks not being presented to the Commission. Council voted to move forward on the guise of it being a public safety issue and the assurance that a member of the Police Department would attend a future Commission meeting. After that meeting; which occurred in February, he was led to believe that there was a shared understanding and willingness to work together on public safety and that whenever possible, Boards and Commissions could interweave the workings of the Police Department without compromising any sensitive information. So, you can imagine his surprise when he saw Item No. 2 on the Consent Agenda because here again, the Commission had been left out of the loop. He stated while he certainly understands that he serves in an advisory capacity to Council, it is frustrating to take time out of your life to volunteer, only to be put in a position where you learn that your perspective on issues specific to that work is consistently being overlooked.

Mr. Fox stated this is not an isolated incident because his attendance at this month's Traffic Commission meeting revealed that the police had implemented a parking permit plan without consulting that Commission. So, he is bringing this to Council's attention because he would like to see a better working relationship with police leadership, and more of a lock-step advisory capacity when they are considering things within these Boards and Commissions' areas of expertise.

Councilmember Klein moved to approve Items 1 through 3 of the Consent Agenda, it was seconded by Councilmember Smotherson, and the motion carried unanimously.

L. CITY MANAGER'S REPORT – (Voice vote on each item as needed)
1. City Manager Updates

Housing & 3rd Ward Revitalization Task Force

10 million dollars has been set aside for revitalization of the 3rd Ward. Of those 10 million dollars, 2.4 million dollars will be allocated from Parks & Stormwater, which is a restricted fund that can only be used for park or stormwater improvements.

Mr. Rose stated there may have been some miscommunication that occurred at the last meeting, so he will be asking Ms. Smith to provide the Task Force with a brief update at their next meeting to clarify this issue.

Streetlight Maintenance

Mr. Girdler stated staff patrols the City once a week to observe whether any repairs are needed. If a light is owned by the City, it is typically fixed within the week barring there are no equipment/part delays, and it can be accessed with the bucket truck. If the light belongs to Ameren the pole number is reported to them. Repairs are usually conducted within a reasonable timeframe, and the only time Ameren will communicate with staff is if there is an issue with making a repair.

Mr. Girdler stated he believes they do a pretty good job of locating and repairing streetlights, but if anyone has a complaint, Ameren's information can be found on the City's website, or they can contact Public Works.

Councilmember Hales asked if staff had information on the number of City-owned streetlights and those owned by Ameren? Mr. Girdler stated that they do, and he would be happy to provide him with that information.

Councilmember Smotherson stated while he understands the provisions of this plan that are currently in place, there really is no misunderstanding. He stated as the individual who implemented this process in 2016, he is confident that the original proposal stated that 10 million dollars would be used to fund housing. And at some point, he would like to see the Task Force make a recommendation to remove the 2.4 million dollars for parks and stormwater that can be submitted to Council for approval.

Councilmember Hales stated his recollection is quite different and believes that what the City Manager described is precisely what Council voted on.

Mayor Crow stated it would be pretty simple to look back at the record to provide clarification.

Cleaning of the Channels by MSD

Mr. Girdler stated the two simultaneous projects are the removal of sediment in the channel between Pennsylvania and Vernon and a separate tunnel cleaning project. Pennsylvania consists of an improved channel where sediment has accrued over the years that MSD has spent approximately one month cleaning out. The exact amount of cubic yardage removed will be provided shortly.

MSD contracted the second project out to Ace Cleaning, who reported that the project was much bigger than they anticipated. Currently, they have removed 600 tons of materials from the tunnel.

Mr. Girdler stated if Council so desires, he could ask MSD to attend an upcoming meeting and explain this process in more detail.

Councilmember Hales asked if MSD was planning to work on any of the other improved channels; i.e., behind Royal Bank and to the west? Mr. Girdler stated he did not know. Because when he contacted them today for information about the Pennsylvania channel he was told that the City had entered into a contract with someone to perform the work. But neither he nor Mr. Rose has any knowledge of such a contract.

Councilmember Hales stated at times, his experience with MSD has also been frustrating because depending on who you ask, you could receive two vastly different answers. Mr. Girdler stated the only challenge he is experiencing is obtaining information about the work that is being done. Councilmember Hales stated he thinks it would be helpful to know exactly what their plans are relative to cleaning the channels. Because right now it seems like they've done some of the work, which is great, but we need to know if this is the beginning or the end of what they intend to do.

Councilmember Fuller stated what was disclosed at the Stormwater Commission's meeting is that MSD has hired two different companies to clean the channels. So that may be a part of the confusion.

2. EDRST Applications

Mayor Crow stated the EDRST Board is appointed by him, with Council's approval. And this year there was a large number of applicants interested in investing back into the community that Ms. Smith, staff, and the EDRST Board spent an enormous amount of time reviewing. So, while the packet before Council tonight is substantial, he would like to commend staff and this group of seven citizens who went above and beyond to get this work done.

Mayor Crow then asked Council if they had any questions for Ms. Smith, the City Manager, or the EDRST, before approving these applications?

Councilmember Smotherson moved to approve, it was seconded by Councilmember Hales, and the motion carried unanimously.

M. UNFINISHED BUSINESS - (Roll call vote required for 2nd and 3rd readings)

None

N. NEW BUSINESS

Resolutions - (Voice vote required)

None

Bills - (No vote required for introduction and 1st reading)

None

O. COUNCIL REPORTS/BUSINESS

1. Boards and Commission appointments needed

2. Council liaison reports on Boards and Commissions

Councilmember Fuller reported that the Traffic Commission elected Cirri Moran as their new Chairman. He then thanked Bart Stewart for his lengthy service on the Commission.

The University Height's Task Force has invited Mark Holly of the Stormwater Commission to a public meeting tomorrow at the High School Library, to discuss the Dartmouth Tunnel Flood Model which explores the removal of debris. The meeting is scheduled to begin at 7 p.m.

3. Boards, Commissions, and Task Force minutes

4. Other Discussions/Business

P. CITIZEN PARTICIPATION (continued if needed)

Q. COUNCIL COMMENTS

Councilmember Hales moved to close the Regular Session, seconded by Councilmember Klein, and the motion carried unanimously.

R. ADJOURNMENT

Mayor Crow thanked everyone for coming out and closed the Regular Session at 6:55 p.m.

LaRette Reese
City Clerk, MRCC

DRAFT

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



NUMBER: <i>For City Clerk Use</i>	PH20240408-01
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SUBJECT/TITLE: Liquor License - Hatchet Haus Axe Throwing - 6662 Delmar Blvd., Suite C			
PREPARED BY: Keith Cole - Director of Finance		DEPARTMENT / WARD Finance / All	
AGENDA SECTION:	Public Hearing	CAN ITEM BE RESCHEDULED?	Yes
CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION: N/A			
FISCAL IMPACT: None			
AMOUNT:	N/A	ACCOUNT No.:	N/A
FROM FUND:	N/A	TO FUND:	N/A
EXPLANATION: Hatchet Haus Axe Throwing has applied for All Kinds of Intoxicating Liquor, By the Drink, Retail liquor license, including Sunday Liquor License.			

STAFF COMMENTS AND BACKGROUND INFORMATION: The Applicant / Managing Officer is Kiarla Taylor. 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. 2023 personal property tax record for the applicant indicates payment of taxes. Current voter registration documentation for the applicant was provided.
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CIP No.	
RELATED ITEMS / ATTACHMENTS: Economic Development	

LIST CITY COUNCIL GOALS (S): Economic Development	
RESPECTFULLY SUBMITTED:	City Manager, Gregory Rose
MEETING DATE:	April 8, 2024

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



NUMBER: <i>For City Clerk Use</i>	CA20240408-01
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SUBJECT/TITLE: Liquor License - Hatchet Haus Axe Throwing - 6662 Delmar Blvd., Suite C			
PREPARED BY: Keith Cole - Director of Finance		DEPARTMENT / WARD Finance / All	
AGENDA SECTION:	Consent	CAN ITEM BE RESCHEDULED?	Yes
CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION: City Manager recommends the approval of the liquor license			
FISCAL IMPACT: Liquor License fee - \$750			
AMOUNT:	N/A	ACCOUNT No.:	N/A
FROM FUND:	N/A	TO FUND:	N/A
EXPLANATION: Hatchet Haus Axe Throwing has applied for All Kinds of Intoxicating Liquor, By the Drink, Retail liquor license, including Sunday Liquor License.			

STAFF COMMENTS AND BACKGROUND INFORMATION:
The Applicant / Managing Officer is Kiarla Taylor. 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. 2023 personal property tax record for the applicant indicates payment of taxes. Current voter registration documentation for the applicant was provided.

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

LIST CITY COUNCIL GOALS (5): Economic Development	
RESPECTFULLY SUBMITTED:	City Manager, Gregory Rose
MEETING DATE:	April 8, 2024



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)

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

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I. BUSINESS APPLYING FOR LICENSE:

A. BUSINESS NAME AND TYPE

Hotant Haws Axe Throwing

- Sole Owner
- Partnership
- Corporation
- Limited Liability Company

B. DESCRIPTION OF PREMISES AND ADDRESS:

DESCRIPTION: Axe Throwing Venue
 ADDRESS: 14662 Damar Blvd Ste C 63130
 HOURS OF OPERATION: TBD

C. PHONE:
~~636-751-1996~~
 206-4937

II. MANAGING OFFICER:

A. NAME: (LAST) Taylor (FIRST) Karla (MIDDLE INITIAL)

B. ADDRESS, CITY & ZIP CODE:
29 Jacobs Ct W St. Peters MO 63376

C. PHONE:
~~314-607-2074~~

D. DATE OF BIRTH:

F. BUSINESS PHONE: (IF DIFFERENT FROM ABOVE)
N/A

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

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

I. MISSOURI RESIDENT SINCE: (MONTH & YR)
01/1992

K. TOWNSHIP:
St Louis

L. COUNTY:
Florissant

M. CURRENT BUSINESS OR OCCUPATION OF APPLICANT:

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

FOR PARTNERSHIP OR LIMITED PARTNERSHIP

NUMBER OF MEMBERS: 2

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

Wanda Taylor
29 Jacobs Ct W St. Peters MO 63376
636-751-1996

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?
 YES NO

B. IS APPLICANT AN ASSESSED, TAX PAYING CITIZEN IN THE STATE OF MISSOURI?
 YES NO

C. HAS APPLICANT PREVIOUSLY HELD A LIQUOR LICENSE OF ANY TYPE?
 YES NO (IF YES, EXPLAIN, SEE ITEM D)

D. EXPLAIN (WHEN, WHERE?)
 current liquor license
 State of Missouri - St. Charles

E. HAS APPLICANT, OR ANY EMPLOYEE, OR PROPOSED EMPLOYEES, EVER BEEN DENIED A LIQUOR LICENSE, OR HAD A LICENSE TO SELL LIQUOR REVOKED?
 YES 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?
 YES NO (IF YES, EXPLAIN, SEE ITEM H)

H. EXPLAIN (WHEN, WHERE?)

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?
 YES 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?
 YES 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:

- RESTAURANT
- HOTEL DINING ROOM
- OTHER (PLEASE EXPLAIN)

Axe throwing venue - with bar food

L. STATE ESTIMATE OF ANNUAL SALES VALUE: FOOD \$ 15,000.00 OTHER (INCLUDING LIQUOR) \$ 115,000.00

M. IS THERE A SCHOOL, CHURCH, SYNAGOGUE, PUBLIC PARK OR PLAYGROUND WITHIN ONE HUNDRED FIFTY (150) FEET OF THE PROPOSED BUSINESS? YES 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.)

YES NO


AMOUNT OWED: \$	NAME:
ADDRESS, CITY, STATE, & ZIP:	
PHONE:	OCCUPATION:

STATE OF MISSOURI)
) SS.
COUNTY OF ST. LOUIS)

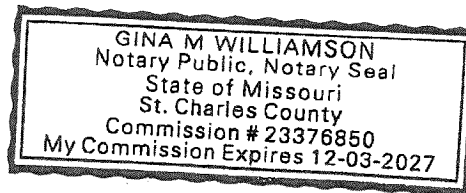
Comes now Bhonda Kiacla Taylor of lawful age, being first duly sworn upon oath, deposes and says that he or she: (1) is the sole proprietor, corporate officer, managing partner, or managing officer of the business applying for this license, (2) is authorized to make this application, (3) has read this 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 1 OF March 2024.


NOTARY PUBLIC

MY COMMISSION EXPIRES:



THIS SECTION FOR CITY USE ONLY

APPROVALS:

Police Chief _____	Date: _____
Comments: _____	
Community Development _____	Date: _____
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) Taylor (FIRST) Kiarla (MIDDLE INITIAL)

B. BUSINESS NAME: Hatchet Hous Axe Throwing PHONE NUMBER: 636-206-4937

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]
Signature of Applicant

Coowner
Title of Applicant

11/7/2024
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: 2/8/2024 Na me: Mary Gorman
Location of University City real property taxed in your name: 6243 Delmar 3W 62136
How long have you known applicant? Several Weeks 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?
Phone Number: 314 537-9852 Signature: Mary Gorman

2) Date: 2/10/2024 Na me: Mariette McKay
Location of University City real property taxed in your name: 8345 Elmco ave
How long have you known applicant? Weeks 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?
Phone Number: 314 553-5904 Signature: Mariette McKay

RAM
04/01/2024

3) Date: 2/2/2024 Na me: Elyse Thomas
Location of University City real property taxed in your name: 8345 Delcrest Dr
How long have you known applicant? 6 mos 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?
Phone Number: 314 727-6500 Signature: Elyse Thomas

4) Date: 2/28/24 Na me: Lorenzo Brooks Jr
Location of University City real property taxed in your name: 8227 Montreal Dr
How long have you known applicant? 1yr 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?
Phone Number: (314) 662-7146 Signature: [Signature]

5) Date: 2/8/2024 Na me: 7335 Midland View St.
Location of University City real property taxed in your name: Cortez Wraggs ✓ OK
How long have you known applicant? 10 yrs Are you related? NO
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: 314 732-6398 Signature: Cortez Wraggs

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: 03/14/2024 Na me: Leroy Bolton
Location of University City real property taxed in your name: 7535 Ahern Ave, University City, MO 63130
How long have you known applicant? 6 moths 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?
Phone Number: 314-2497707 Signature: Leroy Bolton

2) Date: 03/14/2024 Na me: Odie Mcctrell
Location of University City real property taxed in your name: 1204 Watts Ave Saint Louis MO 63130
How long have you known applicant? 6 months 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?
Phone Number: 314 861 0994 Signature: [Signature]

3) Date: 03/14/2024 Na me: Mike Davis
Location of University City real property taxed in your name: 7536 Ahern Ave, University, MO 63130
How long have you known applicant? 6 moths 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?
Phone Number: 314-518-2116 Signature: [Signature]

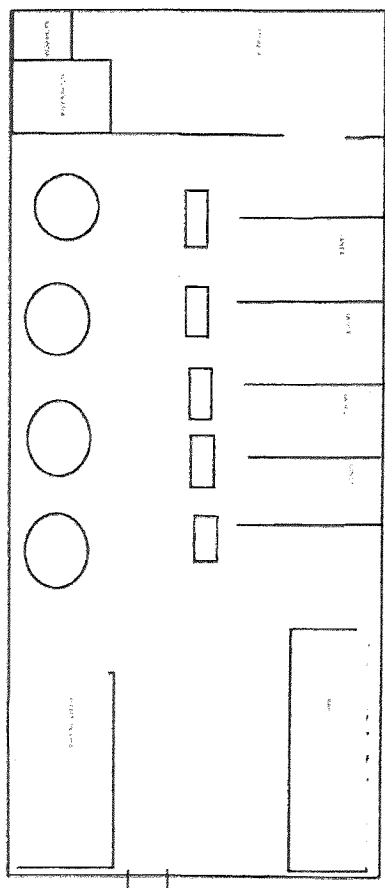
4) Date: _____ Na me: _____
Location of University City real property taxed in your name: _____
How long have you known applicant? _____ Are you related? _____
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? _____
Do you vouch for applicant's moral character and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

5) Date: _____ Na me: _____
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: _____

Map Street View Schools Shop & Eat

Hide Share Save X





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

HATCHET HOUSE AXE THROWING LLC
2015 CAMPUS DR
SAINT CHARLES, MO 63301-1047

DATE: 01/18/2024
VALID THROUGH: 04/17/2024
ST CHARLES

CERTIFICATE OF NO TAX DUE

MISSOURI ID: 26790084
Notice Number 2044803237

To Whom It May Concern: The Department of Revenue, State of Missouri, certifies the above listed taxpayer has filed all required returns and paid all sales or withholding tax due, including penalties and interest, and does not owe any sales and withholding tax, as of January 17, 2024. 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 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



Inter-office Memo



Date: 3/13/2024

TO: Colonel Hampton, Chief of Police
FROM: Lieutenant Isenberg
SUBJECT: 6662 Delmar (Liquor License Application)
CC:

Business

Hatchet Haus Axe Throwing
6662 Delmar Blvd. Suite C
636-206-4937

Applicant

Kiaria Taylor
29 Jacobs Ct. W, St. Peters, MO 63376
314-607-2076

Sir,

I have reviewed the findings of the investigation completed by Detective Jasmine Higdon concerning the liquor license application submitted by Kiaria Taylor, for Hatchet Haus Axe Throwing, located at 6662 Delmar Blvd., University City, MO 63130. Det. Higdon's investigation was thorough and revealed no cause for a denial for a City of University Liquor License as applied for by Kiaria Taylor.

Respectfully Submitted,

Lt. Isenberg, #440

Final Approval:

Col. Larry Hampton, Chief of Police

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



NUMBER: <i>For City Clerk Use</i>	CA20240408-02
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SUBJECT/TITLE:
Funding request for permitting software update - MyGov, Version 5.

PREPARED BY: John L. Wagner	DEPARTMENT / WARD Planning and Development / City-wide
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AGENDA SECTION: Consent	CAN ITEM BE RESCHEDULED?
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CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:
City Manager recommends approval and seeks authorization to sign the agreement.

FISCAL IMPACT:
There is a one-time implementation cost of \$15,448.00. Annual costs will not exceed \$58,524.00. Total first year costs will not exceed \$73,972.00.

AMOUNT: \$73,972	ACCOUNT No.:
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FROM FUND: General Fund Reserves	TO FUND:
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EXPLANATION:
This is a funding request to upgrade to the permitting software the Planning and Development and other City Departments utilize. The current version in use, MyGov 4, sunsets at the end of 2024. With the City Council's approval, this new version, MyGov 5, will be more easily implemented than other software versions we looked at during the course of our research.

STAFF COMMENTS AND BACKGROUND INFORMATION:
There is a one-time implementation cost of \$15,448.00. Annual costs will not exceed \$58,524.00, or \$4,877.00 per month. We currently pay \$3,720 per month. We are looking at the possibility of not using two modules list in the Services Order Form: the Business License and Asset Management modules. MyGov staff are researching whether or not eliminating these modules will create issues accessing archival data from MyGov 4. If we can eliminate these modules, the annual cost is reduced to \$48,108.00, or \$3,759.00 per month; \$39.00 more than we currently pay for MyGov 4.

CIP No.	
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RELATED ITEMS / ATTACHMENTS:
Memo to City Manager, MyGov Subscription Services Agreement and MyGov Services Order Form.

LIST CITY COUNCIL GOALS (S):
Improved Infrastructure, Employees, Prudent Fiscal Management

RESPECTFULLY SUBMITTED: City Manager, Gregroy Rose	MEETING DATE: 4/8/2024
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Department of Planning and Development

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

M E M O R A N D U M

TO: Gregory Rose, City Manager
FROM: John Wagner, Ph.D., Director of Planning & Development
DATE: April 8, 2024
SUBJECT: Permitting Software Update – MyGov 5

This Memo outlines the funding request to upgrade to the permitting software the Planning and Development and other City Departments utilize. The current version in use, MyGov 4, sunsets and the end of 2024. Therefore, it is critical to get a new system in place by the end of the calendar year. With the City Council's approval, this new version, MyGov 5, will be more easily implemented than other software versions we looked at during the course of our research.

There is a one-time implementation cost of \$15,448.00. Annual costs will not exceed \$58,524.00, or \$4,877.00 per month. We currently pay \$3,720.00 per month. We are looking at the possibility of not using two modules list in the Services Order Form: the Business License and Asset Management modules. MyGov staff are researching whether or not eliminating these modules will create issues accessing archival data from MyGov 4. If we can eliminate these modules, the annual cost is reduced to \$48,108.00, or \$3,759.00 per month; \$39.00 more than we currently pay for MyGov 4.

The switch to MyGov 5 is scheduled to take place before the end of FY2024.

Attachments:

MyGov Subscription Services Agreement
MyGov Services Order Form



**Building Better
Communities**

Subscription Services Agreement

Created for City of University City

For:

John Wagner

Director of Planning and Development

6801 Delmar Blvd

University City, Missouri 63130

314-862-6767

jwagner@ucitymo.org

MyGov Contact:

Richard Butler

CEO & President

P.O. Box 646003

Dallas, TX 75264-6003

richard@mygov.us

This agreement is between MyGov, LLC, an Oklahoma corporation (**MyGov**), and the customer agreeing to these terms (**Customer**) and is dated as of the date MyGov signs below and does not become effective until signed by Customer. MyGov is the sole source for the software services and integrations listed at <https://www.mygov.us/> and is a wholly owned corporation and a subsidiary of none other.

1. **SOFTWARE-AS-A-SERVICE**

This agreement provides Customer access to and usage of an Internet based software service as specified on a service order (**Service**). As part of using the Service, Customer may invite third parties (*example*, contractors, citizens, users) to use and access the Service. These third parties will be required to agree to the MyGov Terms of Service when they register with the Service.

2. **USE OF SERVICE**

2.1 Customer Owned Data. All data uploaded by Customer remains the property of Customer, as between MyGov and Customer (**Customer Data**). Customer grants MyGov the right to use the Customer Data solely for purposes of performing under this agreement. During the term of this agreement, Customer may export its Customer Data as allowed by functionality within the Service.

2.2 Contractor Access and Usage. Customer may allow its contractors to access the Services in compliance with the terms of this agreement, which access must be for the sole benefit of Customer. Customer is responsible for the compliance with this agreement by its contractors.

2.3 Customer Responsibilities. Customer (i) must keep its passwords secure and confidential; (ii) is solely responsible for Customer Data and all activity in its account in the Service; (iii) must use commercially reasonable efforts to prevent unauthorized access to its account, and notify MyGov promptly of any such unauthorized access; and (iv) may use the Service only in accordance with the Service’s Online Help Desk and applicable law.

2.4 MyGov Support. MyGov must provide customer support for the Service under the terms of MyGov’s Customer Support Policy (**Support**) which is located at www.mygov.us/support-policy and is incorporated into this agreement for all purposes.

2.5 Demo Use. If Customer has registered for a demo use of the Service or uses a demo service, Customer may access the Service for a limited time period. The Service is provided AS IS, with no warranty during this time period. All Customer data will be deleted after the demo period.

3. **SERVICE LEVEL AGREEMENT & WARRANTY**

3.1 Warranty. MyGov warrants to Customer: (i) that commercially reasonable efforts will be made to maintain the online availability of the Service for a minimum of availability in any given month as provided in the chart below (*excluding* maintenance windows, force majeure, and outages that result from any Customer or third party technology issues); (ii) the functionality or features of the Service may change but will not materially decrease during any paid term; and (iii) that the Support may change but will not materially degrade during any paid term.

Availability Warranty	Credit
98%	3% of monthly fee for each full hour of outage (beyond warranty). Max credit is 100% of the fee for such month.

3.2 LIMITED REMEDY. Customer’s exclusive remedy and MyGov’s sole obligation for its failure to meet the warranty in 3.1 above will be for MyGov to provide a credit for the applicable month as provided in the chart above (if this agreement is not renewed, then a refund), for the month; provided that Customer notifies MyGov of such breach within 30 days of the end of that month.

3.3 DISCLAIMER. MYGOV DISCLAIMS ALL OTHER WARRANTIES, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY, TITLE AND FITNESS FOR A PARTICULAR PURPOSE. WHILE MYGOV TAKES REASONABLE PHYSICAL, TECHNICAL AND ADMINISTRATIVE MEASURES TO SECURE THE SERVICE, MYGOV DOES NOT GUARANTEE THAT THE SERVICE CANNOT BE COMPROMISED. CUSTOMER UNDERSTANDS THAT THE SERVICE MAY NOT BE ERROR FREE, AND USE MAY BE INTERRUPTED.

4. PAYMENT

Customer must pay all fees as specified on the service order, but if not specified then within 30 days of receipt of an invoice. Customer is responsible for the payment of all sales, use and other similar taxes. This agreement contemplates one or more orders for the Service, which orders are governed by the terms of this agreement.

5. MUTUAL CONFIDENTIALITY

5.1 Definition of Confidential Information. Confidential Information means all non-public information disclosed by a party (**Discloser**) to the other party (**Recipient**), whether orally or in writing, that is designated as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure (**Confidential Information**). MyGov's Confidential Information includes without limitation the Service (including without limitation the Service user interface design and layout, and pricing information).

5.2 Protection of Confidential Information. The Recipient must use the same degree of care that it uses to protect the confidentiality of its own confidential information (but in no event less than reasonable care) not to disclose or use any Confidential Information of the Discloser for any purpose outside the scope of this agreement. The Recipient must make commercially reasonable efforts to limit access to Confidential Information of Discloser to those of its employees and contractors who need such access for purposes consistent with this agreement and who have signed confidentiality agreements with Recipient no less restrictive than the confidentiality terms of this agreement.

5.3 Exclusions. Confidential Information *excludes* information that: (i) is or becomes generally known to the public without breach of any obligation owed to Discloser, (ii) was known to the Recipient prior to its disclosure by the Discloser without breach of any obligation owed to the Discloser, (iii) is received from a third party without breach of any obligation owed to Discloser, or (iv) was independently developed by the Recipient without use or access to the Confidential Information. The Recipient may disclose Confidential Information to the extent required by law or court order, but will provide Discloser with advance notice to seek a protective order.

6. MYGOV PROPERTY

6.1 Reservation of Rights. The software, workflow processes, user interface, designs, know-how, and other technologies provided by MyGov as part of the Service are the proprietary property of MyGov and its licensors, and all right, title and interest in and to such items, including all associated intellectual property rights, remain only with MyGov. Customer may not remove or modify any proprietary marking or restrictive legends in the Service. MyGov reserves all rights unless expressly granted in this agreement.

6.2 Restrictions. Customer *may not* (i) sell, resell, rent or lease the Service or use it in a service provider capacity; (ii) use the Service to store or transmit infringing, unsolicited marketing emails, libelous, or otherwise objectionable, unlawful or tortious material, or to store or transmit material in violation of third-party rights; (iii) interfere with or disrupt the integrity or performance of the Service; (iv) attempt to gain unauthorized access to the Service or their related systems or networks; (v) reverse engineer the Service; or (vi) access the Service to build a competitive service or product, or copy any feature, function or graphic for competitive purposes.

7. TERM AND TERMINATION

7.1 Term. This agreement continues for one year from the activation date as defined on the service order. Thereafter, the agreement renews for additional 1 year periods unless either party provides the other with written (including email)

notice of non-renewal at least 30 days prior to the renewal date.

7.2 Mutual Termination for Material Breach. If either party is in material breach of this agreement, the other party may terminate this agreement at the end of a written 30-day notice/cure period, if the breach has not been cured.

7.3 Temporary Suspension. MyGov may temporarily suspend access to the Service if amounts past due are not paid within 10 days of notice from MyGov. This notice may be sent via email.

7.4 Return of Customer Data.

- *Upon termination*, MyGov will provide a backup of the data in its native database format to the Customer as provided in Section 2.1 and will retain the data for an additional 30 days past the termination date.
- *After such 30-day period*, MyGov has no obligation to maintain the Customer Data and may destroy it.

7.5 Return MyGov Property Upon Termination. Upon termination of this agreement for any reason, Customer must pay MyGov for any unpaid amounts, and destroy or return all property of MyGov. Upon MyGov's request, Customer will confirm in writing its compliance with this destruction or return requirement.

7.6 Suspension for Violations of Law. MyGov may temporarily suspend the Service or remove the applicable Customer Data, or both, if it in good faith believes that, as part of using the Service, Customer has violated a law. MyGov will attempt to contact Customer in advance.

8. LIABILITY LIMIT

8.1 EXCLUSION OF INDIRECT DAMAGES. MyGov is not liable for any indirect, special, incidental or consequential damages arising out of or related to this agreement (including, without limitation, costs of delay; loss of data, records or information; and lost profits), even if it knows of the possibility of such damage or loss.

8.2 TOTAL LIMIT ON LIABILITY. MyGov's total liability arising out of or related to this agreement (whether in contract, tort or otherwise) does not exceed the amount paid by Customer within the 12 month period prior to the event that gave rise to the liability.

9. INDEMNITY

9.1 Customer Indemnified. MyGov shall indemnify the Customer, and its elected and appointed officials, officers, managers, members, employees and agents, against any and all loss or damage to the extent such loss and/or damage arises out of the MyGov's negligence and/or willful, wanton or reckless conduct in the provision of goods and equipment or performance of services under this Agreement.

9.2 MyGov Indemnified. Customer shall indemnify MyGov, and its elected and appointed officials, officers, managers, members, employees and agents, against any and all loss or damage to the extent such loss and/or damage arises out of Customer's negligence and/or willful, wanton or reckless conduct in the provision of goods and equipment or performance of services under this Agreement.

10. EXTERNAL SERVICES

MyGov may enable access to Customer's and/or third-party services and websites (collectively and individually, "External Services"). Customer agrees to use the External Services at their sole risk. MyGov is not responsible for examining or evaluating the content or accuracy of any third-party External Services, and shall not be liable for any such third-party External Services. Customer will not use the External Services in any manner that is inconsistent with the terms of this agreement or that infringes the intellectual property rights of MyGov or any third party. To the extent the

Customer chooses to use such External Services, the Customer is solely responsible for compliance with any applicable laws. MyGov reserves the right to change, suspend, remove, disable or impose access restrictions or limits on any External Services at any time without notice or liability to the Customer.

11. GOVERNING LAW AND FORUM

This agreement is governed by the laws of the State where Customer is located (without regard to conflicts of law principles) for any dispute between the parties or relating in any way to the subject matter of this agreement. Nothing in this agreement prevents either party from seeking injunctive relief in a court of competent jurisdiction. The prevailing party in any litigation is entitled to recover its attorneys' fees and costs from the other party.

12. STATUTORY EXCEPTIONS FOR PUBLIC INSTITUTIONS

If the Customer is a qualified public educational or government institution and any part of this Agreement, such as, by way of example, all or part of the Indemnity or Governing Law section, is invalid or unenforceable against the Customer because of applicable local, national, state or federal law, then that portion shall be deemed invalid or unenforceable, as the case may be, and instead construed in a manner most consistent with applicable governing law.

13. OTHER TERMS

13.1 Entire Agreement and Changes. This agreement and the service order constitute the entire agreement between the parties and supersede any prior or contemporaneous negotiations or agreements, whether oral or written, related to this subject matter. Customer is not relying on any representation concerning this subject matter, oral or written, not included in this agreement. No representation, promise or inducement not included in this agreement is binding. No modification of this agreement is effective unless both parties sign it, and no waiver is effective unless the party waiving the right signs a waiver in writing.

13.2 No Assignment. Neither party may assign or transfer this agreement or a service order to a third party, except that this agreement with all service orders may be assigned, without the consent of the other party, as part of a merger, or sale of substantially all the assets, of a party.

13.3 Independent Contractors. The parties are independent contractors with respect to each other.

13.4 Enforceability and Force Majeure. If any term of this agreement is invalid or unenforceable, the other terms remain in effect. Except for the payment of monies, neither party is liable for events beyond its reasonable control, including, without limitation force majeure events.

13.5 Money Damages Insufficient. Any breach by a party of this agreement or violation of the other party's intellectual property rights could cause irreparable injury or harm to the other party. The other party may seek a court order to stop any breach or avoid any future breach.

13.6 No Additional Terms. MyGov rejects additional or conflicting terms of any Customer form-purchasing document.

13.7 Order of Precedence. If there is an inconsistency between this agreement and a service order, the service order prevails.

13.8 Survival of Terms. Any terms that by their nature survive termination of this agreement, for a party to assert its rights and receive the protections of this agreement, will survive.

14. SIGNATURES

City of University City (Customer)

MyGov, LLC (MyGov)

Name:

Name: Richard Butler

Title:

Title: CEO & President

Date:

Date: 08 / 03 / 2023

Address:

Address: P.O. Box 646003
Dallas, TX 75264-6003

Signature:

Signature:



**Building Better
Communities**



**Building Better
Communities**

Services Order Form

Created for City of University City

For:

John Wagner, Ph.D

Director of Planning and Development

6801 Delmar Blvd

University City, Missouri 63130

314-862-6767

jwagner@ucitymo.org

MyGov Contact:

Migration Team

P.O. Box 646003

Dallas, TX 75264-6003

migrations@mygov.us

Pricing

Price

Years

ANNUAL SUBSCRIPTION FEES

Business License	\$8,556.00	1	\$8,556.00
Code Enforcement	\$8,556.00	1	\$8,556.00
Permits	\$8,556.00	1	\$8,556.00
Work Orders	\$8,556.00	1	\$8,556.00
Asset Management	\$4,860.00	1	\$4,860.00
Credential Manager	\$4,860.00	1	\$4,860.00
Electronic Plan Review	\$4,860.00	1	\$4,860.00
GIS / Mapping	\$4,860.00	1	\$4,860.00
Lien and Collection	\$4,860.00	1	\$4,860.00
Collaborator Portal	\$0.00	1	\$0.00
Public Portal	\$0.00	1	\$0.00
Request Manager	\$0.00	1	\$0.00
			\$58,524.00

ONE-TIME FEES

Online Training	\$6,600.00	1	\$6,600.00
Detailed Upgrade (4 Week)	\$8,848.00	1	\$8,848.00
			\$15,448.00

Total of Annual & One-Time Fees \$73,972.00

Key Dates

Activation	4/20/2024
Training Start	5/20/2024
Training End	6/7/2024
Conversion Start	6/8/2024
Conversion End	6/9/2024
Go-Live	6/10/2024
Project Complete	6/14/2024
Billing	6/1/2024

Ready to Start?

Please complete the information below and sign to execute this order. Order is valid for 7 days from the issue date. If not signed in seven days the training dates are forfeited.

Billing Contact *(Person receiving the invoice)*

Name: John L. Wagner

Address: 6801 Delmar Boulevard

City, State, Zip: University City, MO 63130

Email: jwagner@ucitymo.org

Phone: (314) 505-8501

Project Manager *(Person to lead the installation)*

Name:

Address:

City, State, Zip:

Email:

Phone:

Signer's Name:

Date:

Signature:

Terms:

*This order is governed by the terms of the Subscription Services Agreement between the parties, which terms are incorporated into this order for all purposes. If there is a conflict between the terms of this order and the agreement, this order governs. This order and the agreement are the entire agreement between the parties, and they supersede and replace all prior and contemporaneous negotiations, agreements, representations and discussions regarding this subject matter. Only a signed writing of the parties may amend this order. This order is the confidential information of MyGov.

**Until executed the pricing and dates listed in this document are subject to change at any time and without notice.



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



NUMBER: <i>For City Clerk Use</i>	CA20240408-03
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SUBJECT/TITLE: Emerald Ash Borer - Removal and Replacement			
PREPARED BY: Darin Girdler, Director of Public Works		DEPARTMENT / WARD Forestry/All	
AGENDA SECTION:	Consent	CAN ITEM BE RESCHEDULED?	No
CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION: City Manager recommends contracting with Allen's Tree Service, the lowest bidder, at a cost of \$60,850.00. Six bids were received from various regional companies with a high bid of \$90,770.00.			
FISCAL IMPACT: \$75,000 was budgeted for this project.			
AMOUNT:	\$60,850.00	ACCOUNT No.:	
FROM FUND:	Parks and Storm Water	TO FUND:	
EXPLANATION: Annual program to remove trees suffering from the emerald ash borer and replacing them with approved species. Capital Improvement Program Project Number PRF24/28-03			

STAFF COMMENTS AND BACKGROUND INFORMATION: An ongoing program to enhance the City's forestry assets.
--

CIP No.	PR24-06
RELATED ITEMS / ATTACHMENTS: Recommendation Memo Bid Tabulation	

LIST CITY COUNCIL GOALS (S): Community Quality of Life and Amenities	
RESPECTFULLY SUBMITTED:	City Manager, Gregroy Rose
MEETING DATE:	04/08/2024



Department of Public Works and Parks

6801 Delmar Boulevard, 3rd Floor, University City, Missouri 63130, Phone: (314) 505-8619, Fax: (314) 862-0694

To: Darin Girdler Director of Public Works; Todd Strubhart-Deputy Director of Parks and Forestry

From: Jacob Kaiser- Forestry Supervisor

**Recommendation for:
Emerald Ash Borer Removal and
Replacement PR24-06**

This bid was put out as a part of the Forestry Division's plan to remove and replace existing Ash trees along the streets throughout the city. The reason for this is an invasive pest killing all untreated Ash trees in the North America. The city received six bids for the mentioned contract and the bid tabulation sheet is attached to this memo. The lowest bidder was Allen's Tree Service with a price of \$60,850. The budgeted amount for this project was \$75,000. I am recommending that we award the contract to Allen's Tree Service out of Wentzville, Mo.

TREE TRIMMING PROJECT

PRF 24-06

BID TABULATION 03/19/2024

COMPANY	BASE BID	BID BOND	INS
Liscombe Tree Service	74,000.00	✓	✓
Gamma Tree Experts	67,720.00	✓	✓
Land Care USA Inc	90,770.00	✓	✓
Allens Tree Service Inc	60,850.00	✓	✓
Omni Tree Service Inc	67,350.00	✓	✓
BAVEN TREE SERVICE	85,950.00	✓	✓

THE CITY INTENDS TO AWARD THE BID TO THE MOST RESPONSIVE, RESPONSIBLE BIDDER SUBMITTING THE LOWEST BEST BID. THE CITY RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS, AND TO WAIVE ANY IRREGULARITIES IN THE BEST INTEREST OF THE CITY.

City Representative [Signature] 3/19/24

Witness [Signature] 3/18/2024 10AM

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



NUMBER: <i>For City Clerk Use</i>	CA20240408-04
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SUBJECT/TITLE: FEMA Flood Restoration - General Works Package			
PREPARED BY: Darin Girdler, Director of Public Works		DEPARTMENT / WARD: Multiple	
AGENDA SECTION:	Consent	CAN ITEM BE RESCHEDULED?	No
CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION: City Manager recommends contracting with lowest bidder Vanstar Construction Co. in the amount of \$217,000.00 plus \$2,000 for engineering review of CMU block wall at Centennial Commons.			
FISCAL IMPACT: FEMA reimbursable items for the restoration of multiple facilities.			
AMOUNT:	\$219,000.00	ACCOUNT No.:	
FROM FUND:	General Fund Reserves	TO FUND:	
EXPLANATION: Four (4) bidders responded to the project with a low bid of \$217,000 to a high bid of \$429,413 before alternates.			

STAFF COMMENTS AND BACKGROUND INFORMATION: The General Works package will be to restore Centennial Commons, the Central Garage and the Parks/Street facility.

CIP No.	
RELATED ITEMS / ATTACHMENTS: Bidder Award Recommendation Bid Tabulation	

LIST CITY COUNCIL GOALS (S): Infrastructure	
RESPECTFULLY SUBMITTED:	City Manager, Gregroy Rose
MEETING DATE:	04/08/2024



TO: CITY OF UNIVERSITY CITY – CITY COUNCIL
FROM: SCOTT VILAS, PROJECT MANAGER
SUBJECT: FEMA FLOOD RESTORATION – GENERAL WORKS PACKAGE
DATE: APRIL 1, 2024
CC: DARIN GIRDLER, CITY OF UNIVERSITY
JEN KISSINGER, NAVIGATE BUILDING SOLUTIONS
TODD SWEENEY, NAVIGATE BUILDING SOLUTIONS

The city of University City solicited bid proposals for the FEMA Flood Restoration General Works Package project on February 16th, 2024. A pre-bid meeting was held at the Centennial Commons on February 22nd, 2024 to review the bid requirements with potential bidders. The walkthrough allowed the prospective bidders the opportunity to view the current site. There were five (5) area general contractors in attendance for the pre-bid meeting (Hankins Construction, Integra Construction, Interface Construction, Legacy Contracting Group, and Lawlor Construction). A follow-up opportunity to review the project site conditions was provided on March 7th, 2024. There were three (3) area contractors in attendance (Interface Construction, Lawlor Construction, and Vanstar Construction) for the walk-through. Thirty (30) area general contractors were contacted during the advertisement period.

Proposals were received on March 19th, 2024. A total of four (4) sealed submissions were received and opened publicly (Integra Construction, Interface Construction, Lawlor Construction, and Vanstar Construction). The project team performed a preliminary evaluation of the proposals and compiled a spreadsheet evaluating the overall costs.

The project team has performed an overall evaluation of the bids received and contacted contractor references. Based upon the evaluations, the project team recommends award to Vanstar Construction Co. for a total project cost of \$219,000. This includes an the acceptance of Alternate #2 of \$2,000 for a 3rd party engineering review of the CMU wall at the Centennial Commons Pool house.

See attached bid tabulation for reference.



City of University City
Bid Tabulation

Project: University City: FEMA General Works Package
Bid Opening Date/Time: Tuesday, March 19, 2024 at 2:00PM
Bid Opening Location: 6801 Delmar Blvd. University City, MO 63130 - 6th Floor

	Contractor	Bid Security	Addenda Acknowledged		P&P Bond	Base Bid	Schedule	Alternates			TOTAL BID	
			No. 1	No. 2				Alternate No. 1 Remove and Replace CMU Wall at Centennial Commons Pool House	Alternate No.2 Provide Engineering Review of CMU Block Wall at Centennial Commons	Voluntary Alternate No.1		Voluntary Alternate No.2
1	Integra Inc.	X	X	X	X	\$ 237,859	University City FEMA General Works Package Alternate Comp. Date (if given)	\$ 24,776	\$ 3,768	-	-	\$ 237,859.00
2	Interface Construction	X	X	X	X	\$ 429,413	N/a	\$ 34,483	-	-	-	\$ 429,413.00
3	Lawlor Corporation	X	X	X	X	\$ 253,071	N/a	\$ 33,093	\$ 1,500	-	-	\$ 253,071.00
4	Vanstar Construction Co.	Submitted Late	X	X	X	\$ 217,000	N/a	\$ 20,000	\$ 2,000	-	-	\$ 217,000.00
5												
6												

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



NUMBER: <i>For City Clerk Use</i>	CA20240408-05
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SUBJECT/TITLE: Roofing Material and Services Proposal			
PREPARED BY: Darin Girdler, Director of Public Works		DEPARTMENT / WARD Recreation/All	
AGENDA SECTION:	Consent	CAN ITEM BE RESCHEDULED?	No
CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION: City Manager recommends contracting with Garland/DBS Inc. in the total amount of \$68,392.00.			
FISCAL IMPACT:			
AMOUNT:	\$68,392.00	ACCOUNT No.:	
FROM FUND:	Parks and Storm Water	TO FUND:	
EXPLANATION: Work necessary to improve Centennial Commons waterproofing.			

STAFF COMMENTS AND BACKGROUND INFORMATION: Work is being performed to address leaks throughout the facility.
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CIP No.	
RELATED ITEMS / ATTACHMENTS: Services Proposal	

LIST CITY COUNCIL GOALS (5): Infrastructure	
RESPECTFULLY SUBMITTED:	City Manager, Gregroy Rose
MEETING DATE:	04/08/2024



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

City of University City
Centennial Commons
7210 Olive Blvd
St. Louis, Missouri 63130

Date Submitted: 04/04/2024
Proposal #: 25-MO-240392
MICPA # PW1925

MISSOURI General Contractor License #: Not Required

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

Scope of Work: Roofing Repairs

1. Supply two (2) men for one half day work to address to perform roof repairs.

Roofing Repairs

Proposal Price Based Upon Market Experience:	\$ 2,114
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Garland/DBS Price Based Upon Local Market Competition:

1 Shay Roofing	\$ 2,114
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Scope of Work: Masonry

1. Mobilize Aerial Lift
2. Bio clean split face block and coping caps
 - Bio Clean all masonry with Enviro Klean by Prosoco and hot water approx. 180 degrees at no more than 400 p.s.i.
3. Tuckpoint 100% of Split Face Block shown on Sheet A301
 - Grind with dustless vacuum per Osha Guidelines
 - Grind min. ½" in depth or to sound mortar
 - Lightly rinse ground mortar joints to remove any contaminates or loose material
 - Install Type "N" mortar
 - Tooling, texture and color to match existing
 - Mortar to set no less than seven (7) days prior to washing with detergents to expose sand
4. Cutout and recaulk Windows marked on Sheet A301 only
5. Cutout and recaulk the small windows in the Eifs
6. Cutout and recaulk stone bed joints and head joints (install weeps 24" O.C.)
 - Remove existing sealant
 - Clean and prep both edges
 - Solvent wipe
 - Install backing to proper depth
 - Apply sealant with no less than 100% elasticity, tooled to a concave finish
 - Pending on manufacturer sealant priming may be required
 - Pull and adhesion testing of sealant will be required prior to installation
7. Cut out and re-caulk Eifs shown on Sheet A301 (Control joints only)
 - Remove existing sealant
 - Clean and prep both edges
 - Solvent wipe
 - Install backing to proper depth
 - Apply sealant with no less than 100% elasticity, tooled to a concave finish
 - Pending on manufacturer sealant priming may be required
 - Pull and adhesion testing of sealant will be required prior to installation
8. Caulk building perimeter to door entries
 - Mechanically remove existing
 - Clean and prep both edges
 - Solvent wipe
 - Install backing to proper depth
 - Apply sealant tooled to a concave finish
 - Pull and adhesion testing of sealant will be required prior to installation
9. Seal Masonry
 - Seal with Chemstop by Euclid
 - Sealer should be applied from lower level up, once you have a 3" rundown you can proceed to seal vertically for proper application (Do not start from top and work down, this will incur streaking)

Masonry

Proposal Price Based Upon Market Experience: \$ 66,278

Garland/DBS Price Based Upon Local Market Competition:

1 James G Staat \$ 66,278

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers.

Please Note – The construction industry is experiencing unprecedented global pricing and availability pressures for many key building components. Specifically, the roofing industry is currently experiencing long lead times and significant price increases with roofing insulation and roofing fasteners. Therefore, this proposal can only be held for 30 days. DBS greatly values your business, and we are working diligently with our long-term suppliers to minimize price increases and project delays which could effect your project. Thank you for your understanding and cooperation.

Clarifications/Exclusions:

1. Permits are excluded.
2. Plumbing, Mechanical, Electrical work is excluded.
3. Masonry work is included.
4. Interior Temporary protection is excluded.
5. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Jarod Miller

Jarod Miller
Garland/DBS, Inc.
(216) 430-3606

Signature:_____

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



NUMBER: <i>For City Clerk Use</i>	CA20240408-06
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SUBJECT/TITLE:
City Authorization Form for MoDOT Grant applications

PREPARED BY: Chief Larry Hampton	DEPARTMENT / WARD Police Department
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AGENDA SECTION: Consent Agenda	CAN ITEM BE RESCHEDULED? No
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CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:
City Manager recommends approval.

FISCAL IMPACT:
Project implementation and success is determined by grant funding. No fiscal impact at this time.

AMOUNT:		ACCOUNT No.:	
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FROM FUND:		TO FUND:	
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EXPLANATION:
This agenda item asks the Mayor and Council to authorize the City Manager to executive the attached grant applications with the Missouri Department of Transportation (MoDOT).

STAFF COMMENTS AND BACKGROUND INFORMATION:
The grant application submitted on March 1, 2024, requires the completion of the City Council authorization form prior to submitting the final contract if awarded funding for law enforcement projects. Grant funding will be used to pay overtime salaries for traffic enforcement details and educational programs hosted by UCPD throughout the grant cycle, October 1, 2024 - September 30, 2025. Below is the grant title and dollar amount requested for each project:

- Occupant Protection Program - \$14,450
- Roadside Safety Education Program - \$10,000
- Simulated Impaired Driving Experience3 - \$44,365
- Aggressive Driving Enforcement - \$43,700
- Enhancing Bicycle Safety and Awareness - \$5,100
- Impaired Driving Enforcement - \$43,172

CIP No.	
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RELATED ITEMS / ATTACHMENTS:
City Authorization from Grant Applications

LIST CITY COUNCIL GOALS (S):
Public Safety

RESPECTFULLY SUBMITTED: City Manager, Gregroy Rose	MEETING DATE: 4/8/2024
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**Highway Safety and Traffic Division
TRAFFIC ENFORCEMENT APPLICATION
October 01, 2024 through September 30, 2025**
(Application due by March 01, 2024)

Highway Safety and Traffic Division
P.O. Box 270
830 MoDOT Drive
Jefferson City, MO 65102

Agency:	University City Police Dept.	Agency ORI#:	MO0957300
Address:	6801 Delmar Blvd.	Federal Tax ID#:	43-6003855
		DUNS #:	Q4NLF9FNJZW7
City:	University City	State:	MO
		Zip:	63130-3104
		County:	St. Louis
Phone:	314-725-2211	Fax:	314-505-8648
Contact:	Ms. Danella Lang	Email:	dlang@ucitymo.org
Jurisdiction:	Rural	Jurisdiction Population:	36,858
Targeted Population:	All Drivers		

Project activity for which your agency is requesting funding:

Occupant Protection

Project Title:	Occupant Protection Program	Requested Amount:	\$14,450.00
Brief Description:	Occupant Protection Program		

Larry Hampton
Authorizing Official

Larry Hampton

Authorizing Official Signature

Chief of Police
Authorizing Official Title



Highway Safety and Traffic Division
TRAFFIC ENFORCEMENT APPLICATION
October 01, 2024 through September 30, 2025
 (Application due by March 01, 2024)

Highway Safety and Traffic Division
 P.O. Box 270
 830 MoDOT Drive
 Jefferson City, MO 65102

Agency:	University City Police Dept.	Agency ORI#:	MO0957300
Address:	6801 Delmar Blvd.	Federal Tax ID#:	43-6003855
		DUNS #:	Q4NLF9FNJZW7
City:	University City	State:	MO
		Zip:	63130-3104
		County:	St. Louis
Phone:	314-725-2211	Fax:	314-505-8648
Contact:	Ms. Danella Lang	Email:	dlang@ucitymo.org
Jurisdiction:	Rural	Jurisdiction Population:	36,858
Targeted Population:	All Drivers		

Project activity for which your agency is requesting funding:

Roadside Safety

Project Title:	Roadside Safety Education Program	Requested Amount:	\$10,000.00
Brief Description:	Roadside Safety Education Program		

 Larry Hampton
 Authorizing Official

Larry Hampton

 Authorizing Official Signature

 Chief of Police
 Authorizing Official Title



Highway Safety and Traffic Division
TRAFFIC ENFORCEMENT APPLICATION
October 01, 2024 through September 30, 2025

Highway Safety and Traffic Division
P.O. Box 270
830 MoDOT Drive
Jefferson City, MO 65102

(Application due by March 01, 2024)

Agency: University City Police Dept. Agency ORI#: MO0957300
Address: 6801 Delmar Blvd. Federal Tax ID#: 43-6003855
DUNS #: Q4NLF9FNJZW7
City: University City State: MO Zip: 63130-3104 County: St. Louis
Phone: 314-725-2211 Fax: 314-505-8648
Contact: Ms. Danella Lang Email: dlang@ucitymo.org
Jurisdiction: Rural Jurisdiction Population: 36,858
Targeted Population: Youth

Project activity for which your agency is requesting funding:
Youth Alcohol

Project Title: Simulated Impaired Driving Experience Requested Amount: \$44,365.00
Brief Description: Youth Alcohol Educational Program

Larry Hampton
Authorizing Official

Larry Hampton
Authorizing Official Signature

Chief of Police
Authorizing Official Title



**Highway Safety and Traffic Division
TRAFFIC ENFORCEMENT APPLICATION
October 01, 2024 through September 30, 2025**
(Application due by March 01, 2024)

Highway Safety and Traffic Division
P.O. Box 270
830 MoDOT Drive
Jefferson City, MO 65102

Agency:	University City Police Dept.	Agency ORI#:	MO0957300
Address:	6801 Delmar Blvd.	Federal Tax ID#:	43-6003855
		DUNS #:	Q4NLF9FNJZW7
City:	University City	State:	MO
		Zip:	63130-3104
		County:	St. Louis
Phone:	314-725-2211	Fax:	314-505-8648
Contact:	Ms. Danella Lang	Email:	dlang@ucitymo.org
Jurisdiction:	Rural	Jurisdiction Population:	36,858
Targeted Population:	All Drivers		

Project activity for which your agency is requesting funding:
Hazardous Moving Violation

Project Title:	Aggressive Driving Enforcement	Requested Amount:	\$43,700.00
Brief Description:	Aggressive Driving Enforcement		

Larry Hampton
Authorizing Official

Larry Hampton

Authorizing Official Signature

Chief of Police
Authorizing Official Title



**Highway Safety and Traffic Division
TRAFFIC ENFORCEMENT APPLICATION
October 01, 2024 through September 30, 2025**

Highway Safety and Traffic Division
P.O. Box 270
830 MoDOT Drive
Jefferson City, MO 65102

(Application due by March 01, 2024)

Agency:	University City Police Dept.	Agency ORI#:	MO0957300
Address:	6801 Delmar Blvd.	Federal Tax ID#:	43-6003855
		DUNS #:	Q4NLF9FNJZW7
City:	University City	State: MO	Zip: 63130-3104
		County:	St. Louis
Phone:	314-725-2211	Fax:	314-505-8648
Contact:	Ms. Danella Lang	Email:	dlang@ucitymo.org
Jurisdiction:	Rural	Jurisdiction Population:	36,858
Targeted Population:	Youth		

Project activity for which your agency is requesting funding:

Non-Motorized Safety

Project Title:	Enhancing Bicycle Safety and Awareness	Requested Amount:	\$5,100.00
Brief Description:	Bicycle Safety and Awareness for Youth		

Larr Hampton
Authorizing Official

Larry Hampton

Authorizing Official Signature

Chief of Police
Authorizing Official Title



**Highway Safety and Traffic Division
TRAFFIC ENFORCEMENT APPLICATION
October 01, 2024 through September 30, 2025**
(Application due by March 01, 2024)

Highway Safety and Traffic Division
P.O. Box 270
830 MoDOT Drive
Jefferson City, MO 65102

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		DUNS #:	Q4NLF9FNJZW7
City:	University City	State:	MO
		Zip:	63130-3104
		County:	St. Louis
Phone:	314-725-2211	Fax:	314-505-8648
Contact:	Ms. Danella Lang	Email:	dlang@ucitymo.org
Jurisdiction:	Rural	Jurisdiction Population:	36,858
Targeted Population:	All Drivers		

Project activity for which your agency is requesting funding:
Impaired Driving

Project Title:	Impaired Driving Enforcement	Requested Amount:	\$43,172.00
Brief Description:	Impaired Driving Enforcement		

Larry Hampton
Authorizing Official

Larry Hampton

Authorizing Official Signature

Chief of Police
Authorizing Official Title



CITY COUNCIL AUTHORIZATION

On _____, 20__ the Council of _____
_____ held a meeting and discussed the City's participation
in Missouri's Highway Safety Program.

It is agreed by the Council that the City of _____
will participate in Missouri's Highway Safety Program.

It is further agreed by the Council that the Chief of Police will investigate the
financial assistance available under the Missouri Highway Safety Program for
Traffic Enforcement and report back to the Council his/her recommendations.
When funding through the Highway Safety Division is no longer available, the
local government entity agrees to make a dedicated attempt to continue support
for this traffic safety effort.

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

City Manager

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



NUMBER: <i>For City Clerk Use</i>	CA20240408-07
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SUBJECT/TITLE: Public Consumption Application			
PREPARED BY: Brooke A. Smith, Deputy City Manager		DEPARTMENT / WARD Finance/All	
AGENDA SECTION:	Consent	CAN ITEM BE RESCHEDULED?	No
CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION: City Manager recommends approval			
FISCAL IMPACT: Filing Fee \$10			
AMOUNT:	\$10.00	ACCOUNT No.:	01.4320
FROM FUND:	General Fund	TO FUND:	General fund
EXPLANATION: Sunshine Daydream was approved for a Picnic Liquor License for The Loop 420 Street Fest. They have applied for a public consumption permit so that attendees of the event can consume purchased alcohol on the street during the festival.			

STAFF COMMENTS AND BACKGROUND INFORMATION: Jay Trudeau of Sunshine Daydream was approved for a Picnic Liquor License for The Loop 420 Fest on February 26, 2024. Subsequently he requested that attendees be allowed to consume the purchased alcohol on the street during the festival. The request has been reviewed by the police department and they recommend that public consumption be restricted to the Closed Delmar areas and entertainment areas of Leland as well as Municipal Lot 1.

CIP No.	N/A
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RELATED ITEMS / ATTACHMENTS: Public Consumption Permit Application Council Item for Public Consumption Permit
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LIST CITY COUNCIL GOALS (S): Economic Development

RESPECTFULLY SUBMITTED:	City Manager, Gregroy Rose	MEETING DATE:	April 8, 2024
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Administrative Services – Finance Department

6801 Delmar Boulevard, University City, MO 63130 – Phone: 314-505-8544

APPLICATION FOR PUBLIC CONSUMPTION PERMIT

Under the provisions of Municipal Code Section 215.1870, I hereby make application for a public consumption permit to allow for the public consumption of alcohol at a social event to be held on the date specified below. The filing fee in the amount of \$10.00 made out to the City of University City is attached.

Name of Applicant: Jay Trudeau / Sunshine Daydream
Applicant Address: 6303 Delmar Blvd
Telephone Number: 314-565-0697
Organization Name: Loop 420 Fest Organization
Organization Address: 6303 Delmar Blvd
Date of Event: 4/20/24
Location of Event: Delmar Blvd between Linnt Ave & Leland Ave

Signature of Applicant: Jay Trudeau

Date: 3/13/24

For Office Use

Has a SUP Application been Approved? [X] Yes [] No
Has Picnic License Application been Approved? [X] Yes [] No

Area(s) Restricted to: Closed Delmar areas & entertainment areas of Leland as well as Muni Lot #1.

Approved by: Chief L. Hampton Jr. 4/3/24

Finance Director: Keith Cole

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



NUMBER: <i>For City Clerk Use</i>	CA20240226-01
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SUBJECT/TITLE:
Picnic Liquor License - The Loop 420 Street Fest

PREPARED BY: Keith Cole - Director of Finance	DEPARTMENT / WARD Finance / All
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AGENDA SECTION: Consent	CAN ITEM BE RESCHEDULED? Yes
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CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:
City Manager recommends approval of the Picnic Liquor License

FISCAL IMPACT:
Filing Fee of \$25.00

AMOUNT: \$25.00	ACCOUNT No.: 01.4320
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FROM FUND: General Fund	TO FUND: General Fund
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EXPLANATION:
The owner of Sunshine Daydream is requesting a Picnic Liquor License for The Loop 420 Street Fest event to be held in the Loop on April 20, 2024.

STAFF COMMENTS AND BACKGROUND INFORMATION:
The applicant, Jay Trudeau, Sunshine Daydream, is seeking Picnic Liquor License for The Loop 420 Street Fest event held in the Loop. Location of the event is Delmar Blvd. between Leland Ave and Limit Ave.
The event is scheduled to take place Saturday, April 20, 2024
The type of liquor to be sold is beer and wine, by the drink
St. Louis County Police revealed no disqualifying information.

CIP No.	N/A
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RELATED ITEMS / ATTACHMENTS:
1. Application
2. Background Check

LIST CITY COUNCIL GOALS (5):
Economic Development
Prudent Fiscal Management

RESPECTFULLY SUBMITTED: City Manager, Gregory Rose	MEETING DATE: February 26, 2024
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**Administrative Services
Finance Department**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8544, Fax: (314) 863-0921

APPLICATION FOR PICNIC LICENSE

Under the provision of Municipal Code, Section 600.090 – Classification of Licenses-Fees, Terms and Regulations, I hereby make application for a liquor license to sell Intoxicating Liquor by the Drink at retail on the date specified below. The filing fee in the amount of \$25.00 made payable to the City of University City is attached.

Name of Applicant: Jay Trudeau

Applicant Address: 6303 Delmar Blvd University City, MO 63130

Telephone Number: 314-565-0697

Organization Name: Sunshine Daydream/ YRD General Store,LLC.(Liquor Lic Holder)

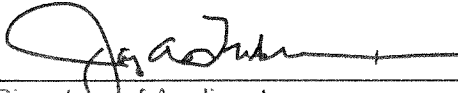
Organization Address: 6303 Delmar Blvd University City, MO 63130

Name of Event: The Loop 420 Street Fest

Date of Event: 4/20/2024


Location of Event: Delmar Blvd between Leland Ave and Limit Ave

Type of Liquor to be sold: Beer and Liquor By the drink


Signature of Applicant

2/20/2024
Date

APPROVAL


Finance Director

2/21/24
Date

CO



Saint Louis **COUNTY** **POLICE**

Colonel Kenneth Gregory
Chief of Police
7900 Forsyth Boulevard
St. Louis, Missouri 63105
Voice/TTY (314) 889-2341

BUREAU OF CENTRAL POLICE RECORDS - (314) 615-5317
ARREST RECORD INFORMATION

**RECORD CHECK INFORMATION REFLECTS ARREST/CRIMINAL INFORMATION FOR
ST. LOUIS CITY AND ST. LOUIS COUNTY ONLY
DOES NOT INCLUDE TRAFFIC VIOLATION INFORMATION
RECORD CHECK APPLICATIONS WILL NOT BE ACCEPTED BY FAX**

SECTION A: MUST BE COMPLETED PERSONALLY BY INDIVIDUAL REQUESTING RECORD CHECK

NAME Jay A. Trudeau RACE _____ SEX _____ HT _____ WT _____
ADDRESS: 189 Snake River DR DATE OF BIRTH _____
CITY Dixieville Prairie STATE MO ZIP 63368 PLACE OF BIRTH Maryland
SOCIAL SECURITY # _____

THIS INFORMATION IS CURRENT AS OF 02/21/2024 BUT MAY NOT FULLY REFLECT DISPOSITIONS
INSTITUTED THEREAFTER IN THE JUDICIAL PROCESS OR DURING JUDICIAL REVIEW.

I authorize the St. Louis County Police Department to release arrest/conviction information concerning myself which is on file at the Regional Justice Information Service in compliance with Chapter 610, Revised Missouri Statutes. I further understand that I am required to provide satisfactory verification of my identity prior to release of this information and that I am subject to a fee in accordance with County ordinance. The intent of the record check is for:

- St. Louis City and St. Louis County arrest/conviction information - OPEN RECORDS ONLY
- Record challenge (St. Louis County arrest/conviction information - BOTH OPEN AND CLOSED RECORDS)
- Child care and nursing home employment

OFFICIAL NOTICE OF DISCLAIMER

THE RECORD INFORMATION SHOWN ON THIS FORM INCLUDES OPEN ARREST INFORMATION AND CERTAIN CLOSED INFORMATION WITHIN ST. LOUIS COUNTY AS DEFINED BY MISSOURI STATE STATUTE. THIS **INCLUDES** ARRESTS AND CONVICTION INFORMATION WITHIN ST. LOUIS COUNTY AS WELL AS CONVICTION INFORMATION **ONLY** FOR ST. LOUIS CITY. The information provided is based on comparison of our records with the name, race, sex, age, date of birth and social security number provided by the applicant and, to the best of our knowledge, the information provided belongs to the applicant. Since the only positive means of identification is through fingerprinting and fingerprinting was not part of this record check, the Police Department cannot state unequivocally the record belongs to the applicant.

Jay A. Trudeau
Signature

2/21/24
Date of request

SEE REVERSE SIDE FOR ARREST RECORD INFORMATION



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



NUMBER: <i>For City Clerk Use</i>	CM20240408-01
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SUBJECT/TITLE: City Manager General Updates			
PREPARED BY:		DEPARTMENT / WARD Administration - All	
AGENDA SECTION:	City Manager's Report	CAN ITEM BE RESCHEDULED?	
CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:			
FISCAL IMPACT:			
AMOUNT:		ACCOUNT No.:	
FROM FUND:		TO FUND:	
EXPLANATION: General updates as provided by the City Manager.			

STAFF COMMENTS AND BACKGROUND INFORMATION:

CIP No.	
RELATED ITEMS / ATTACHMENTS:	

LIST CITY COUNCIL GOALS (5):	
RESPECTFULLY SUBMITTED:	City Manager, Gregroy Rose
MEETING DATE:	4/8/2024

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



NUMBER: <i>For City Clerk Use</i>	CM20240408-02
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SUBJECT/TITLE: Facade Improvement Applications - FY23			
PREPARED BY: Brooke A. Smith		DEPARTMENT / WARD Economic Development	
AGENDA SECTION:	City Manager's Report	CAN ITEM BE RESCHEDULED?	No
CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION: City Manager recommends approval.			
FISCAL IMPACT: The Economic Development Retail Sales Tax Fund reserves will decrease by \$30,000			
AMOUNT:	\$30,000	ACCOUNT No.:	11.45.78.8170
FROM FUND:	Fund 11 Fund Reserves	TO FUND:	Fund 11 Fund Reserves
EXPLANATION: At the City Council meeting held on April 24, 2023, the Council voted to table these two Facade Improvement Applications. Both owners have since submitted leases for these two properties.			

STAFF COMMENTS AND BACKGROUND INFORMATION: On April 2, 2023, the City Council voted to table these two applications for Facade Improvement Funds due to the properties being vacant. The EDRST Board was also asked to amend the Facade Improvement policy to address how vacant properties would be dealt with. The policy has since been amended to consider vacant properties on case by case basis. While that process was taking place, the applicants were able to execute leases on the properties and would like to have their applications reconsidered.

CIP No.	
RELATED ITEMS / ATTACHMENTS: 8327 Olive - Project Description 7301 Tulane - Project Description	

LIST CITY COUNCIL GOALS (S): Economic Development	
RESPECTFULLY SUBMITTED:	City Manager, Gregroy Rose
MEETING DATE:	April 8, 2024

C&B Properties, LLC – 8327 Olive Blvd.

Requested Amount: \$15,000

Project Total: \$34,500

Improvements:

- New door and window removal/ installation
- Replace exterior lighting
- Gutter replacement



Façade Program Review

Date Received: 11/22/22

Project Address: 8327 Olive Blvd.

Business Name: C + B Properties LLC

Amount Requested: \$15,000 Total Project Cost: \$34,500

Demonstrated capacity to fund their share of the project? Yes NO

Property is free of judgment liens and all mortgage and tax obligations are current:
 Yes NO

Additional Submissions and Requirements

Color photographs	<input checked="" type="checkbox"/>
Designs/Plans	<input checked="" type="checkbox"/>
Three Bids	<input checked="" type="checkbox"/> (1)
Property Owner Approval	<input checked="" type="checkbox"/>
Current Occupancy Permit	Vacant
Current Business License	Vacant
Minority/Women/Veteran Owned	NO
Eligible Improvements	<input checked="" type="checkbox"/>
Previous Funding	NO

Additional Comments: Building is vacant. Building is
owned free & clear. NO mortgage. NO
B.L. or O.P.

Rec. Approval: _____

Rec. Amount: _____

Tulane Realty, LLC– 7301 Tulane Avenue

Requested Amount: \$15,000

Project Total: \$30,000

Improvements:

- Tuckpointing and painting
- New window installation
- Landscaping upgrade
- Exterior lighting installation



Façade Program Review

Date Received: 11/29/22
 Project Address: 7301 Tulane Ave.
 Business Name: Tulane Realty LLC
 Amount Requested: \$15,000 Total Project Cost: \$30,000
 Demonstrated capacity to fund their share of the project? Yes NO
 Property is free of judgment liens and all mortgage and tax obligations are current:
 Yes NO

Additional Submissions and Requirements

Color photographs	<input checked="" type="checkbox"/>
Designs/Plans	<input checked="" type="checkbox"/>
Three Bids	<input checked="" type="checkbox"/>
Property Owner Approval	<input checked="" type="checkbox"/>
Current Occupancy Permit	vacant
Current Business License	vacant
Minority Women Veteran Owned	<input checked="" type="checkbox"/>
Eligible Improvements	<input checked="" type="checkbox"/>
Previous Funding	NO

Additional Comments: Applicant is 50% owner. may
need approval/documentation from LUV.
Tulane Realty is property owner, no business is operating
out of it. No occupancy permit.

Rec. Approval: _____

Rec. Amount: _____

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



NUMBER: <i>For City Clerk Use</i>	NB20240408-01
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SUBJECT/TITLE:
Resolution for Fiscal Year 2023-2024 Budget Amendment #1

PREPARED BY: Keith Cole, Director of Finance	DEPARTMENT / WARD Finance / All
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AGENDA SECTION: New Business - Resolution 2024-04	CAN ITEM BE RESCHEDULED? Yes
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CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:
City Manager recommends approval of the Resolution for fiscal year 2023-2024 Budget Amendment #1.

FISCAL IMPACT:
Increase in Fund Balance - General Fund - \$223,101; Reduction in Fund Balance - Econ Dev Retail Sales Tax Fund - \$707,421; Parks Stormwater Sales Tax Fund - \$91,100; Public Safety Sales Tax Fund - \$573,250; Third Ward Revitalization RPA 2 - \$28,283

AMOUNT: Various	ACCOUNT No.: See Detail - Various
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FROM FUND: See Detail - Various	TO FUND: See Detail - Various
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EXPLANATION:
The changes in the General Fund will have an increase in fund balance by \$223,101, respectively. The changes in the Econ Dev Retail Sales Tax, Parks Stormwater Sales Tax, Public Safety Sales Tax, and Third Ward Revitalization Fund will have a reduction in fund balance by \$707,421, \$91,100, \$573,250, and \$28,283, respectively.

STAFF COMMENTS AND BACKGROUND INFORMATION:
The attached information is the first (1st) budget amendment of fiscal year 2024. The amendment incorporates the increases and decreases of revenues and expenditures of the mentioned funds. Please note, the increase of roughly \$223,000 in the General Fund is mainly due from personal property tax, Charter Comm lawsuit, Unrealized gains due to favorable market conditions, then offset by expenses related to settlements and technology services.

CIP No.	N/A
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RELATED ITEMS / ATTACHMENTS:
1. Budget Amendment Details
2. Resolution for Approval of the Amendment

LIST CITY COUNCIL GOALS (5):
Prudent Fiscal Management

RESPECTFULLY SUBMITTED: City Manager, Gregory Rose	MEETING DATE: April 8, 2024
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**FY24 Budget Amendment #1
To Be Approved by City Council
April 8, 2024**

General Fund:

<u>Account</u>	<u>Revenue Increase</u>	<u>Revenue Decrease</u>	<u>Description</u>
<u>Revenues</u>			
1) 4010 Personal Property - Current	67,000		Increase in collection of personal property tax
2) 4030 Interest & Penalties on Del Tax	2,000		Increase in collection of interest on delinquent prop taxes
3) 4035 Payment in Lieu of Taxes (PILOT)	13,400		Increase in collection of Payment in Lieu of Taxes. The line item was not included in original budget.
4) 4177 Financial Institution Tax (FIT)	8,800		Increase in collecting financial institution tax in FY24. Revenue received from St. Louis County
5) 4205.30 Grant Revenue - Police	12,800		Increase in collecting reimbursements for Police grants.
6) 4425 Fiber Optix, Cell Phones, Cloud Bas	88,000		Increase due to a catch up payment from Charter Comm lawsuit with Collector of Winchester case.
7) 4808 Credit Card Fees	22,000		Increase in Credit Card Fees
8) 4812 Opioid Settlement	10,300		Increase in City's annual settlement amount
9) 4852 Interest - Investments	10,600		Increase due to favorable market conditions
10) 4885 Unrealized Gain or Loss	161,600		Increase due to favorable market conditions
Change in Revenues - Increase	-	396,500	

FY24 Budget Amendment #1
To Be Approved by City Council
April 8, 2024

General Fund:		Expenditure	Expenditure	
Account	Expenditures	Increase	Decrease	Description
		-	-	-
1) City Manager's Office		-	-	
01.12.05.6011	Settlement	150,830	-	Increase in Settlement due to settling cases; offset by the increase in revenues
01.12.05.6020	Legal Services	-	-	
		-	-	-
2) Information Technology		-	-	
01.18.11.6560	Technology Services	22,569	-	Increased for Barracuda Citys email retention and spam filtering software, Approved by City Council 12.11.23; Funded by Fund Reserves
01.18.11.6550	Memberships & Certifications	-	-	
01.18.11.7001	Office Supplies	-	-	
		-	-	-
3) Police		-	-	
01.30.20.5001	Salaries-Full Time	-	(82,360)	
01.30.20.5230	Injury Leave - Taxable	610	-	Increase in Salaries Part-Time, Clothing Allowance, Residency Allowance, &
01.30.20.5340	Salaries-Part-time & Temp	75,430	-	
01.30.20.5380	Overtime	-	-	Unemployment; offset by Salaries Full-Time; no impact to fund reserves
01.30.20.5420	Workers Compensation	-	-	
01.30.20.5700	Clothing Allowance	1,800	-	
01.30.20.5780	Residency Allowance	4,100	-	
01.30.20.5860	Unemployment	420	-	
	Change in Expenditures - Increase		173,399	
	Total General Fund			
	Increase in Fund Balance		223,101	

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

Original Adopted Budget (Deficit)	\$ (671,948)
Change in Budget Amendment #1	223,101
Balance after Budget Amendment #1	\$ (448,847)

**FY24 Budget Amendment #1
To Be Approved by City Council
April 8, 2024**

Economic Development Retail Sales Tax Fund:

1) <u>Account</u>	<u>Expenditure Increase</u>	<u>Expenditure Decrease</u>	<u>Description</u>
11.45.78.6040 Events & Receptions	24,381	-	LSBD approved for \$100,000 for events & receptions FY23. Approved by council on Sept 11, 2023 Funded by fund Reserves
11.45.78.6040 Events & Receptions	72,090	-	EDRST approved funding for UCIB and Famers Market UCIB - \$52,090; Farmers Market - \$20,000 Approved by Council on Nov 13, 2023 Funded by fund Reserves
11.45.78.6040 Events & Receptions	275,000	-	EDRST approved funding for LSBD Events for FY2024. Approved by Council on Dec 11, 2023 Funded by fund Reserves
11.45.78.6040 Events & Receptions	335,950	-	EDRST approved funding for 22 applications from local businesses. Approved by Council on Mar 25, 2024 Funded by fund Reserves
Total Economic Development Retail Sales Tax Fund Reduction to Fund Balance		(707,421)	

Parks & Stormwater Sales Tax Fund:

2) <u>Account</u>	<u>Expenditure Increase</u>	<u>Expenditure Decrease</u>	<u>Description</u>
14.50.90.8010 Parks Improvement	91,100	-	Funds to fix the Memorial Fountain which was damaged by the flood July 2022. Approved by Council Mar 25, 2024. Funded by fund Reserves
	-	-	
Total Parks & Stormwater Sales Tax Fund Reduction to Fund Balance		(91,100)	

Public Safety Sales Tax Fund

3) <u>Account</u>	<u>Expenditure Increase</u>	<u>Expenditure Decrease</u>	<u>Description</u>
15.30.90.8275.01 Building Improve - Annex/Trinity	69,750	-	Increase to building improvements for Annex/Trinity due to redesign of the renovation project with Navigate Bldg Sol. Approved by Council Oct 9, 2023 Funded by Fund Reserves
15.30.90.8275.01 Building Improve - Annex/Trinity	503,500	-	Increase to building improvements for Annex/Trinity due to redesign of the renovation project with Trivers. Approved by Council Oct 9, 2023 Funded by Fund Reserves
Total Public Safety Sales Tax Fund Reduction to Fund Balance		(573,250)	

**FY24 Budget Amendment #1
To Be Approved by City Council
April 8, 2024**

Third Ward Revitalization Fund (RPA 2)

<u>Account</u>	<u>Expenditure Increase</u>	<u>Expenditure Decrease</u>	<u>Description</u>
2) 31.12.73.6807 Relocation Assistance	28,283		Increase due to relocation of Nobu's from 8627 Olive Blvd to 6241-6263 Delmar Blvd. Council approved Nov 27, 2023. Funds to come from fund reserves.
	-		
	-		

Total Third Ward Revitalization Fund (RPA 2)

Reduction to Fund Balance

(28,283)

Resolution 2024 - 04

**A RESOLUTION AMENDING THE FISCAL YEAR 2023-2024 (FY24)
BUDGET – AMENDMENT # 1 AND APPROPRIATING SAID AMOUNTS**

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of University City, Missouri, that the Annual Budget for the fiscal year beginning July 1, 2023, was approved by the City Council and circumstances now warrant amendment to that original budget.

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

Adopted this 8th day of April 2024.

Mayor

Attest:

City Clerk

Certified to be Correct as to Form:

City Attorney