



MEETING OF THE CITY COUNCIL  
CITY OF UNIVERSITY CITY  
CITY HALL, Fifth Floor  
6801 Delmar Blvd., University City, Missouri 63130  
**Monday, March 10, 2025**  
6:30 p.m.

## **AGENDA**

**A. MEETING CALLED TO ORDER**

**B. ROLL CALL**

**C. APPROVAL OF AGENDA**

**D. PROCLAMATIONS (Acknowledgement)**

**E. APPROVAL OF MINUTES**

1. February 24, 2025 Study Session Minutes – Architectural Review Board
2. February 24, 2025 Regular Minutes

**F. APPOINTMENTS to BOARDS AND COMMISSIONS**

none

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

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

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

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

*The public may also submit written comments must be received **no later than 12:00 p.m. the day of the meeting.** Comments may be sent via email to: [councilcomments@ucitymo.org](mailto:councilcomments@ucitymo.org), or mailed to the City Hall – 6801 Delmar Blvd. – Attention City Clerk. Such comments will be provided to City Council prior to the meeting. Comments will be made a part of the official record and made accessible to the public online following the meeting. Please note, when submitting your comments, a **name and address must be provided.** Please also not if your comment is on an agenda or non-agenda item. If a name and address are not provided, the provided comment will not be recorded in the official record.*

**I. COUNCIL COMMENTS**

**J. PUBLIC HEARINGS**

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

1. Tub Grinding 2025

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

1. City Manager Updates
2. CUP-22-09 - Application to amend a Conditional Use Permit (CUP) to allow a reduction of up to 20% in the number of required off-street parking spaces for Lot 9 of the Market at Olive, Plat 2.
3. CUP-24-05 - Application to amend an existing Conditional Use Permit (CUP) for a restaurant at 7489 Delmar Boulevard.

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

1. **BILL 9564** - AN ORDINANCE AMENDING SECTION 230.090 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO YARD WASTE, RECYCLABLES AND PROHIBITED SOLID WASTE, BY DELETING THE REQUIREMENT THAT YARD WASTE BAGS EXHIBIT A YARD WASTE STICKER.
2. **BILL 9565** - AN ORDINANCE AMENDING SECTION 230.110 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO SOLID WASTE COLLECTION FEES AND BILLING, BY INCREASING REFUSE COLLECTION RATES ON ALL UNITS

**N. NEW BUSINESS**

**Resolutions (voice vote required)**

*none*

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

*none*

**O. COUNCIL REPORTS/BUSINESS**

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

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

**Q. COUNCIL COMMENTS**

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

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

**S. ADJOURNMENT**

The public may also observe via:

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

Posted March 7, 2025.

**STUDY SESSION**  
**Architectural Review Board**  
CITY HALL, Fifth Floor  
6801 Delmar Blvd., University City, Missouri 63130  
**Monday, February 24, 2025**  
**5:30 p.m.**

**AGENDA**

**1. MEETING CALLED TO ORDER**

At the Study Session of the City Council of University City held on Monday, February 24, 2024, Mayor Terry Crow, called the meeting to order at 5:30 p.m.

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

Councilmember Stacy Clay  
Councilmember John Tieman  
Councilmember Steven McMahon  
Councilmember Lisa Brenner  
Councilmember Dennis Fuller  
Councilmember Bwayne Smotherson

Also in attendance were City Manager, Gregory Rose; Director of Planning and Development, John Wagner, and City Planner, Noah Chapin.

**2. CHANGES TO REGULAR AGENDA**

Mr. Rose requested that Bill Number 9566 be removed from the agenda.

**3. ARCHITECTURAL REVIEW BOARD**

Mr. Rose stated Council is being asked to receive a presentation by Dr. Wagner on the Architectural Review Board.

Dr. Wagner stated he would like to recognize Mary Kennedy, who was unable to be here this evening, for her work on this project.

**Recap**

Staff presented the following options for the Architectural Review Board (ARB) on August 12, 2024:

- Options for structure/procedures of an ARB
- Differences between ARB and existing Infill Review Board (IRB)
- Examples from peer cities

Council provided the following directions to staff:

- Make the ARB a standalone board that can work with the Plan Commission
- Initially, it should be limited in scope
- Contemplate the questions or burden this would have on developers and property owners
  - **Recommendation:** It would be a worthwhile process for them to go through
- Consider its relationship with private subdivisions
- Replace Infill Review Board with ARB

**Overview**

- Draft code language highlighting where more discussion is needed
- Started with existing IRB codes; (Chapter 120, Article XVIII)
- Utilized peer city ARB codes to modify and supplement existing code language
- Propose a new article in Chapter 400 (zoning code) for architectural review

Dr. Wagner stated that a total revision of the Zoning Ordinance will occur in the near future.

### **Proposed Changes to Existing IRB**

Mr. Chapin stated they started with the existing IRB Code that was not being utilized and modified Chapter 120; (*Commissions, Authorities, Boards, and Committees*) to reflect the ARB.

### **The Intent of Section 120.980**

- To promote high standards of architectural design, thereby serving the general welfare of the community.
- To enhance these qualities in the City while striving not to impede individual creativity for the sake of conformity.
- That the ARB acts solely in an advisory capacity.
- That it shall have no power to adopt, enforce, or administer any building, subdivision, zoning, or other regulation or ordinance.

### **Composition; Terms; Removal; Vacancies**

- The ARB shall consist of five (5) members.
- Up to two (2) members of the Plan Commission may be appointed by and/or at the discretion of the Chairperson of the Plan Commission.
- All members shall be residents of University City.
- At least one member of the ARB shall be a professional in architecture, landscape architecture, urban design, or a related profession.
- No monetary compensation.
- The ARB may elect from its members a Chairperson and a Vice Chairperson.
- The ARB may adopt such rules of procedure as it deems necessary to effectuate the provisions of this Chapter.
- The Mayor and council members may appoint the first members. Thereafter, all vacancies shall be appointed by the City Council.
- Of those first (1st) appointed, each shall be randomly assigned a one (1), two (2), or three (3) year term, renewable thereafter for three (3) year terms.
- Appointment priority should be given to qualified design reviewers who are competent to interpret proposals and make judgments regarding both design guideline conformance and design quality.
- Members are subject to removal without cause by a two-thirds (2/3) vote of the City Council.

### **Proposed Article XVI Architectural Review**

#### **Division 1 - Applicability**

Section 400.XXXX Applicability.

1. No building permit for construction, reconstruction, or other exterior alteration of buildings and structures identified in this section shall be issued without a decision of the Architectural Review Board (ARB) as set forth in this section unless otherwise stated.
2. Architectural review shall be required for the following, when visible from the street, in all zoning districts:
  - a. Construction of new principal structures
  - b. Construction of new accessory structures greater than 200 square feet
  - c. Additions greater than 200 square feet
3. Projects within local historic districts, as described in Article VI of this Chapter, are under the purview of the Historic Preservation Commission and therefore are not subject to architectural review.

#### **Division 2 - Architectural Review Procedures**

Section 400.XXXX Application Requirements.

1. An application form for architectural review shall be completed and filed with the Department of Planning and Zoning. Application forms and a list of the required submittal materials are available at the Office of Planning and Zoning during regular business hours and on the city's website.
2. The application document will provide a description of the project and plans, and other pertinent information required for submittal by the applicant as part of the architectural review process.
3. The Director of Planning and Zoning or the ARB may request that the applicant provide exhibits, sketches, examples of materials, renderings, or other documentation to assist in its decision.
4. If the property under review is located in a private subdivision, the applicant shall provide evidence that the subdivision trustees have approved the proposed work. The ARB will not review projects in private subdivisions that have not received approval from their trustees.

### **Division 3 - Review Criteria**

Section 400.XXXX Review Criteria.

Architectural review decisions shall be based on the extent to which proposed projects comply with the Architectural Design Guidelines in Division 5 of this Article.

### **Division 4 - Period of Validity and Appeals**

Section 400.XXXX Time Limit.

1. Within **12 months** of the date the architectural review application is approved, the **applicant shall be required to gain approval of a building permit for the relevant work and have commenced substantial construction**. Failure to comply with this timing shall result in the expiration of the architectural review approval unless an alternative schedule has been approved by the Architectural Review Board.
2. The Architectural Review Board may grant up to two extensions not exceeding 12 months each upon written request submitted no later than 30 days prior to the date such architectural review approval shall expire.

### **Division 5 - Architectural Design Guidelines**

- Design professionals will be contracted to produce the Architectural Design Guidelines.
- The Board should be established first and serve as an advisory committee for the creation of the guidelines.

### **Next Steps**

- Identify undecided procedures or requirements
- Legal review
- Hire design professionals to create guidelines
- Seek community feedback
- Adopt revised code language

Dr. Wagner stated the new zoning ordinance does have a design perspective from the form-based code way of doing things, which could affect some of what the ARB would do.

Councilmember Brenner stated that she lives in a neighborhood where there has been a lot of infill, however, residents were always provided with the plans for these new houses; which this proposal seems to be removing. It's a very emotional situation to go through a tear-down and rebuild on your street, and while she is not suggesting that the public be allowed to express their concerns directly to the ARB, she does think that some type of notification process would be important.

Dr. Wagner stated currently, notices on any public hearing involving a specific property are sent to residents residing within 300 feet of that property. So perhaps, a similar notification could be added to this code.

Councilmember Fuller posed the following questions to Dr. Wagner:

Q. I live in a private subdivision, so are you saying that with this new arrangement, the Trustees cannot make independent decisions without going through this review?

A. We could do it either way. I've asked people applying for a permit to do a small project if their Trustees had reviewed it, and they responded that they had been told to go through the City first.

Q. I understand that an ARB is required for a new build, but what are the architectural requirements for an addition?

A. We could do it either way. However, a Trustee had informed him that even after they developed the guidelines to implement an ARB in their subdivision the residents said they didn't want it. But once it becomes a part of the zoning ordinance it will be required.

Councilmember Clay posed the following questions to Dr. Wagner:

Q. One of the proposed requirements is to have one member be a professional in architecture, landscape architecture, urban design, or a related profession. In the past, it has been a struggle to recruit individuals with these kinds of specific professional requirements to fill Boards. So, would the ARB be able to convene in the absence of that professional?

A. The Historic Preservation Commission requires an attorney, and I think we've met when he was not in attendance. So, I believe that you can, but to be sure, he would like to get Mr. Mulligan's opinion.

Q. What if you simply cannot find an architect?

A. If it's a legal requirement that they attend every meeting that could be burdensome, unless the requirement is to have two instead of one.

Q. So, you think that if there is a circumstance where this individual is unable to be in attendance the process can still move forward?

A. Yes, unless the City Attorney says otherwise.

Mr. Rose stated the reason an architect was added is because of their expertise in this area. However, whether that becomes a requirement will depend on what ultimately gets approved. He stated another option could be to contract with an architect who could advise the Board and staff on issues when the architect is absent. But in that case, they would not be a member of the Board.

Councilmember Clay stated it would be ideal to have more than one design professional on the Board, but the impetus behind his questions is the concern about having to delay projects due to an inability to recruit these professionals.

Dr. Wagner stated typically they are informed in advance of a member's absence, so in the event it could cause a delay they could get their advice on that project ahead of the meeting.

Councilmember Clay stated that he was also curious to know what the process for seeking community feedback would entail.

Councilmember Tieman stated on the other hand, allowing a plan to go through without being reviewed by a professional is worrisome.

Dr. Wagner stated it would be nice to have at least two of the five members be a professional in this area.

Councilmember Smotherson stated Item 2 under Applicability states that "An architectural review shall be required for the following, when visible from the street, in all zoning districts: (c) additions greater than 200 square feet". But he was curious to know whether the 600 square-foot garage that a resident built at 1243 Waldron would override the fact that it is not visible from the street? Dr. Wagner stated the code could be worded to override it by revising it to say, "greater than 200 square feet regardless of whether it is visible from the street". Councilmember Smotherson stated he understands that it would not apply to this structure, but something of this size definitely impacts a neighborhood.

Councilmember McMahon stated he also wanted to follow up on "visible from the street" with another example. If he stands in front of his house he can't see the one-story addition that's behind it. But, if he walks 100 feet around the corner he can see a portion of it. Would that be considered visible from the street? And if you transfer that to a corner lot or neighborhoods that are more visible from the street than others, would they need to have different requirements? He stated as a result of that language the ARB could find themselves answering a lot of questions about fairness.

Dr. Wagner stated those are all good points, so perhaps, they should strike that language altogether.

Councilmember McMahon posed the following questions to Dr. Wagner:

**Q. How long does someone have to start construction after the issuance of a Building Permit?**

**A. About a year; which is the same time we've established in this proposal.**

**Q. But theoretically if you're saying that an applicant will have 12 months to get ARB approval, a Building Permit and commence construction, or it will result in the expiration of the ARB approval, then it no longer seems like the ARB is acting in an advisory capacity?**

**A. I think that may run with the Building Permit instead of the actual Historic Preservation language. But staff can extend the timeframe of the permit if the applicant is making progress, and we could probably do the same thing here too.**

**Q. There seems to be a need to kind of work those together because if the ARB is truly advisory someone is going to come back to us and say, "How can the ARB stop me at any point if it's only advisory"?**

**A. That's a good point.**

Councilmember McMahon stated he does not see the inability to have an architect on the Board as being problematic because as it stands today, none of our projects are being reviewed by an architect. So, if we were really concerned about that, then we should have been doing this a long time ago. He stated in his opinion, it's largely going to depend on how the guidelines are written. Are they easy to read? Are they easy to understand? Are there graphic depictions that help the lay members of the Board make decisions? Councilmember McMahon stated something staff might also want to think about is that they are imposing these guidelines on folks who want to build and help develop our community, so they don't want to create a problem that causes delays. Therefore, something to think about is drafting language that says if they've submitted it, it's now been 60 days, and we've not done our job, then they don't need to get this approval. Because at that point, it's not their problem, it's our problem.

Mayor Crow stated he thinks most concerns have been about new construction where folks have either torn down or built something new on a vacant lot that does not necessarily meet the standards that many of us would like to see. And while it may be wishful thinking on his part, he would like to see clarities sooner rather than later, on whether the Trustees or ARB goes first.

He stated while he agrees with Councilmember Clay's comments about the challenges Council has faced with finding specific professionals to fill the City's Boards and Commissions, he also thinks that in this instance, the City Manager's suggestion to contract with an architect would help solve the problem.

Mayor Crow stated there are two things he would like his colleagues to think about. Later this year, Council will probably undergo the process of consolidating some of its Boards and Commissions. So, creating a new standalone Board might fly a little bit in the face of asking some of our other entities to merge. Therefore, some flexibility may be needed as they attempt to move forward with this proposal.

He would also urge his colleagues to have some form of social media presence or send out newsletters to find out whether this is an issue that citizens are even concerned about. So, instead of taking off running, perhaps, it would be a good idea to think about the repercussions this proposal could have in several of our neighborhoods.



Mayor Crow stated as part of this, there is a community engagement component scheduled to occur later on in this process, but it probably would not hurt to start putting little blurbs about this conversation in some of the items staff sends out on Fridays to get a head start on that component. This is a good time for folks to start speaking up because it's early in the process and there may be consequences and other factors that the Council may not be thinking of.

Mayor Crow then posed the following questions to Dr. Wagner:

**Q. Have you ever worked in a community that utilized an ARB?**

*A. Several years ago I helped to staff Chesterfield's Board.*

**Q. The lessons learned?**

*A. Their ARB was actually a part of their Site Plan approval process. Applicants had to go through the ARB first, then to the Site Plan Committee, and finally to the Plan Commission where it was voted on. It worked pretty well, but it did add some time to the process. So, it's kind of like comparing apples and oranges to the situation we have here. I don't think we did any additions, and I don't recall doing a tremendous number of homes or infill. Chesterfield had major subdivisions, and our focus was mainly on those areas and commercial buildings.*

Councilmember Brenner questioned whether Council's option to utilize a consultant when needed would have to be added to the code? Mr. Rose stated that it would not have to be included because it would simply be viewed as a budget item.

Councilmember Brenner stated that sometimes ARBs can be subjective and become outdated very quickly. So, she would suggest that the guidelines be updated more frequently than every ten or fifteen years because building materials are constantly changing.

Councilmember Smotherson posed the following questions to Dr. Wagner:

**Q. How would this proposal affect Habitat for Humanity and some of the other builders that are currently constructing homes in the 3rd Ward?**

*A. If they are constructing some of the infill that is being done they would have to go through the ARB as well, unless there is a specific exemption for non-profits. However, all of the infill houses he's aware of have elevations that have been presented for review, and most of the homes they've built are almost identical.*

**Q. Would the two-story house built by Shed fall under this proposal?**

*A. I don't see where it would be exempt.*

Mr. Rose asked Councilmember Smotherson if he was referring to the impact this proposal would have on projects that are already underway or projects occurring after this goes into effect? Councilmember Smotherson stated he was referring to projects after this is adopted because all of the entities he mentioned have expressed interest in building more houses in the 3rd Ward. Mr. Rose stated projects that have a Building Permit and are already underway would typically, be grandfathered in once the code is amended.

Councilmember Clay posed the following questions to Dr. Wagner:

**Q. To Councilmember McMahon's point about where this fits into the process, folks interested in doing in-fills would need to obtain a permit, apply to the ARB for approval, and then what happens next?**

*A. They could go to the ARB first and then apply for a Building Permit, or they could do it the other way around.*

**Q. So, this component will just be another piece of the process?**

*A. Yes, one way or the other.*

Councilmember Fuller stated the beauty of Habitat for Humanity's program is that they come into a community with existing architectural plans. Do you see a problem with that? Dr. Wagner stated some of the lots in the 3rd Ward are a little bit narrower, so if their plans fit within the neighborhood then there shouldn't be a problem.



Mayor Crow stated Council and staff have talked about this for a very long time, so there's no need to rush. And even though he recognizes that they are going to get a lot of opinions about this, the more they can talk to their constituents the less likely they are going to be to make a mistake. So, he thinks it's wise to get those opinions now rather than later.

Dr. Wagner stated they did not talk about how often the Board should meet, but he would imagine that it should be monthly. Is once a month okay with Council?

Mayor Crow stated while once a month is appropriate, he also would like the option of them being available to meet on an as-needed basis.

Dr. Wagner stated there have been a few instances with the Historic Preservation Commission where they've had to conduct an emergency meeting, so they could implement the same practice with the ARB.

Councilmember Fuller suggested utilizing the Trustees and Boards within the City's private subdivisions to garner their input at ARB meetings because they could help move the process along. And perhaps, if there was a project in one of their subdivisions they could act as ad hoc members of the Board.

Mayor Crow stated he does think that the Trustees should be one of the first groups you reach out to as you go through this process because they probably have some battle scars that you could learn from. However, one of the challenges with utilizing them for anything more than that is that the Board would end up being weighted with folks from the 1st and 2nd Wards, rather than one that is reflective of the entire community.

Dr. Wagner stated considering Councilmember Brenner's suggestion to notify residents, even though they only need 24 hours' notice to request an emergency meeting, he's noticed that it's taking a little bit longer for notifications to reach residents. So that could present a problem.

Mayor Crow asked staff if any thought had been given to developing more than one form of communication so that providing these notices didn't always have to depend on a letter? Because based on the problems everyone is having with the mail, he would hope that the City has started or is continuing to collect more email addresses for residents. Dr. Wagner stated he would be happy to do whatever works.

Councilmember Brenner stated she was more worried about residents being notified about in-fills rather than additions, so she can't imagine that creating an emergency situation.

#### **4. PARKING METER PRESENTATION**

Mr. Rose stated due to an illness, he is requesting that this item be rescheduled to March 10th.

#### **5. ADJOURNMENT**

Mayor Crow thanked Noah and Dr. Wagner for their presentation and adjourned the meeting at 6:15 p.m.

LaRette Reese, MRCC  
City Clerk



MEETING OF THE CITY COUNCIL  
CITY OF UNIVERSITY CITY  
CITY HALL, Fifth Floor  
6801 Delmar Blvd., University City, Missouri 63130  
**Monday, February 24, 2025**  
6:30 p.m.

**AGENDA**

**A. MEETING CALLED TO ORDER**

At the Regular Session of the City Council of University City held on Monday, February 24, 2025, 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  
Councilmember John Tieman  
Councilmember Steven McMahon  
Councilmember Lisa Brenner  
Councilmember Dennis Fuller  
Councilmember Bwayne Smotherson

Also in attendance were City Manager, Gregory Rose; Director of Finance, Keith Cole, and Mike Williams of Sikich.

**C. APPROVAL OF AGENDA**

Mayor Crow stated that the City Manager has requested that Bill No. 9566 be removed from the agenda.

Councilmember Fuller moved to approve the request to amend the agenda, it was seconded by Councilmember Tieman, and the motion carried unanimously.

Councilmember Tieman moved to approve the agenda as amended, it was seconded by Councilmember McMahon, and the motion carried unanimously.

**D. PROCLAMATIONS (Acknowledgement)**

None

**E. APPROVAL OF MINUTES**

1. January 27, 2025, Study Session Minutes - (2025-2027 Work Plan) and Summer Camp, were moved by Councilmember Fuller, it was seconded by Councilmember McMahon, and the motion carried unanimously.
2. February 10, 2025, Study Session Minutes – Solid Waste Rate Increase and Recommendation, was moved by Councilmember McMahon, it was seconded by Councilmember Tieman, and the motion carried unanimously.
3. February 10, 2025, Regular Minutes, was moved by Councilmember Clay, it was seconded by Councilmember Fuller, 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)**  
***Request to Address the Council Forms are located on the ledge just inside the entrance. Please complete and place the form in the basket at the front of the room.***

Written comments must be received **no later than 12:00 p.m. on the day of the meeting**. Comments may be sent via email to: [councilcomments@ucitymo.org](mailto:councilcomments@ucitymo.org), or mailed to the City Hall – 6801 Delmar Blvd. – Attention City Clerk. Such comments will be provided to the 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.

Mayor Crow acknowledged that there were no written or oral comments.

**I. COUNCIL COMMENTS**

None

**J. PUBLIC HEARINGS**

None

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

1. Professional Services Agreement/Contract with ZoneCo, LLC to perform a complete revision of the Zoning Ordinance.

Councilmember McMahon moved to approve Item 1 of the Consent Agenda, it was seconded by Councilmember Fuller, and the motion carried unanimously.

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

1. City Manager Updates

None

2. FY2024 Annual Comprehensive Financial Report (ACFR) and Report on Federal Awards Audit Reporting Presentation; (Reports can be found on the website:

<https://www.ucitymo.org/455/Budget-Financial-Reports>)

Mr. Rose stated Council is being asked to receive a presentation on the Annual Comprehensive Financial Report.

Mr. Cole stated the City is required by State Statute to conduct an annual audit, which has been performed by Sikich, and presented by Mike Williams.

Mr. Williams stated he is a principal at Sikich, who recently issued these Audit Reports.

**ANNUAL COMPREHENSIVE FINANCIAL REPORT**

- Transmittal Letter
- City Profile
- Economic Conditions
- Budget Control
- List of Principal Officials
- Organizational Chart
- Certificate of Achievement for Excellence in Financial Reporting

Ms. Williams stated this Certificate demonstrates the accountability and transparency achieved by the City.

**FINANCIAL SECTION**

**Independent Auditor's Report**

Report on the Audit of the City's Financial Statements.

**Opinion:** In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of City of University City, Missouri as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. *(Similar to the prior year)*

**Independent Auditor's Report on Internal Control Over Financial Reporting and Compliance and other matters based on an audit of Financial Statements performed in Accordance with Government Auditing Standards**

**Condition** - Significant adjusting journal entries were required to correct various amounts on the year-end financial statements of the City in accordance with accounting principles generally accepted in the United States of America (GAAP). This finding was repeated.


**Recommendation** - We recommend the City enhance its internal control procedures over financial reporting so that it is able to produce financial statements in accordance with GAAP without requiring significant audit adjustments. These internal control procedures should include reconciliation of significant financial statement amounts to subsidiary records and sufficient supervisory review of those reconciliations, prior to the audit, in order to determine proper adjustments to the City's financial statements.

**Management's Discussion and Analysis**

Governmental Funds = General, TIF & Tax Funds, etc. Business Funds = Golf, Solid Waste Funds, etc

The condensed Statement of Net Position was as follows (dollars in thousands):

**June 30, 2024**

	Governmental Activities		Business-type Activities		Total		2024 Change	
	2024	2023	2024	2023	2024	2023	Amount	Percent
<b>ASSETS</b>								
Current and other assets	\$44,445	\$47,168	\$390	\$1,378	\$ 44,835	\$48,546	\$(3,711)	\$(7.6%)
Capital assets, net	43,217	43,149	3,313	3,579	46,530	46,728	(198)	(0.4%)
<b>Total Assets</b>	87,662	90,317	3,703	4,957	<b>91,365</b>	<b>95,274</b>	(3,909)	(4.1%)
<b>Total Liabilities</b>	103,050	110,455	1,280	1,805	<b>104,330</b>	<b>112,260</b>	(7,930)	(7.1%)
<p align="center"> <b>The difference between the assets and liabilities is called the Net Position.</b></p>								
<b>TOTAL NET POSITION</b>	(18,179)	\$(20,138)	\$1,822	\$2,625	<b>\$(16,357)</b>	<b>\$(17,513)</b>	\$1,156	\$(6.6%)

The City's Statement of Activities is as follows (dollars in thousands):

<b>Total Revenue</b>	<u>2024</u>	<u>2023</u>
	47,415	48,832 (difference related to ARPA Funds)
<b>Total Expenses</b>	47,079	68,933 (difference related to the issuance of debt)

## FINANCIAL ANALYSIS OF THE CITY'S FUNDS

### General Fund

At the end of the current fiscal year, the unassigned fund balance of the General Fund was \$14.1 million, while the total fund balance was **\$21.8 million**. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Unassigned fund balance represents 45.6% of total General Fund expenditures, while total fund balance represents 70.5% of that same amount. The fund balance of the General Fund increased by **\$88 thousand** during the current fiscal year. The increase was due to increased tax revenues which saw increased rates and higher property values.

The final budget for the City's General Fund expenditures represents an increase of \$2.5 million from the original budget. Actual expenditures for the year were **\$29.9 million**, being under budget by \$1.6 million. Revenues were originally budgeted at \$25.7 million with a final budget of \$28.9 million. Actual revenues for the year were **\$28.0 million**, which was under the final budget by \$918 thousand. The General Fund ended the year with an operating budget basis deficit of \$19.5 thousand.

### Public Safety Sales Tax Fund

The Public Safety Sales Tax Fund had a **decrease in fund balance during the current year of \$433 thousand to bring the year-end fund balance to negative \$603 thousand**. This decrease is mainly due to transfers out being higher than the previous years along with no transfer ins. The fund received no transfers during the year and also paid the police and fire pension contribution, in addition to expenditures towards the Police Annex/Trinity Court renovation project.

### Olive I-170 TIF Fund

The Olive I-170 TIF Fund had a **decrease in fund balance during the current year of \$323 thousand to bring the year-end fund balance to \$5.6 million**. This decrease is due to the Olive I 170 Redevelopment Tax Increment Financing Project and interest on the debt issued for it in the prior year while also having an increase of \$2.2 million on general taxes due to a whole year's worth of sale tax collections and new businesses moving in the TIF Development. This fund also had the Third Ward Revitalization fund removed from the Olive TIF fund and made its own fund which had a fund balance of \$3,322,601 in the prior year. This amount was the beginning fund balance on July 1, 2023.

### Proprietary Funds

Unrestricted net position of the **Parking Garage, Golf Course, and Solid Waste Funds at the end of the year amounted to \$32 thousand, \$1.1 million, and (\$2.7) million, respectively, with a decrease in total net positions of (\$826)**. The Internal Service Fund, which is used to account for certain City activities, had (\$417) thousand in unrestricted net positions.

### Cash Flows From Operating Activities

<u>Business Activities:</u>	<u>Total current liabilities</u>
• Parking Garage	\$198,774
• Golf Course	\$128,148
• Solid Waste	\$2,856,735
• Total Enterprise Fund	\$3,183,657
<u>Governmental Activities:</u>	
• Internal Service Fund	\$421,048

You need to determine what your cash flow from operating activities is because that is the amount of money you need to finance to make up the difference or the amount of money available to pay debt or buy new fixed assets.

**Statement of Changes in Fiduciary Net Position**

**Pension Trust Funds**

There was a change in net position for both funds of \$6,966,895.

**Cash and Investments**

**Deposits**

The City’s bank deposits are required by state law to be secured by the deposit of certain securities specified at RSMo 30.270 with the City or trustee institution. The value of the securities must amount to the total of the City’s cash not insured by the Federal Deposit Insurance Corporation.

**Capital Assets**

This determines whether your capital assets are depreciating faster than you are replacing them.

Total Governmental Activities	<u>June 30, 2023</u>	<u>June 30, 2024</u>
Capital Assets, Net	\$43,947,687	\$43,217,173

✚ *An adjustment was made to the June 30, 2023 balance to add \$798,940 of construction in progress that was not recorded in the prior year.*

**LONG-TERM DEBT**

- Tax increment and special district revenue bonds - 2023
- Tax increment and special district revenue bonds - 2023
- private placement
- Discount on bonds
- Leases
- Compensated absences
- Net pension liability
- Total other post-employment benefit liability

✚ *Long-term liabilities were paid down during the year.*

**EMPLOYEE RETIREMENT BENEFIT PLANS**

**Non-Uniform Employees’ Retirement Fund**

**Changes in Net Pension Liability (Asset)**

The table below includes amounts for both the City and the Library. The City’s collective share of the net pension liability (asset) on July 1, 2023, the employer contributions, and **the net pension liability (asset) on June 30, 2024, was \$2,032,043, \$615,310 and \$(130,315)**, respectively. The Library’s collective share of the net pension liability (asset) on July 1, 2023, the employer contributions, and **the net pension liability (asset) on June 30, 2024, was \$336,042, \$125,000, and \$(26,474)**, respectively.

Plan Fiduciary Net Position = amount of investments available to pay the liability

Net Pension Liability = the long-term future liabilities

(a)	b)	(a) - (b)
Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability (Asset)
<u>Liability</u>	<u>Net Position</u>	<u>(Asset)</u>



**Balances at July 1, 2023** \$ 31,869,761 \$ 29,501,676 \$ 2,368,085

**Balances at June 30, 2024** \$ 33,325,225 \$ 33,482,014 \$ (156,789)

**City of University City Police and Firemen’s Retirement Fund**

	(a)	b)	(a) - (b)
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability (Asset)
<b>Balances at July 1, 2023</b>	\$ 40,791,848	\$ 28,664,212	\$ 12,127,636
<b>Balances at June 30, 2024</b>	\$ 41,377,602	\$ 31,650,768	\$ 9,726,834

**POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS**

The City’s OPEB plan (the Plan) provides OPEB for all eligible full-time employees of the City. The Plan is a single-employer defined benefit OPEB plan administered by the City. The Plan, as established by the City Ordinance, assigned the authority to establish and amend the benefit terms and financing requirements to the City.

**Benefits Provided**

The Plan provides healthcare benefits to all current and future retirees with medical coverage to age 65. Civilians are eligible to retire once they have attained age 55 plus 20 years of service. Police are eligible to retire once they have attained age 50 plus 20 years of service. Spousal coverage is included until the spouse reaches age 65. Employees and spouses must be on the Plan at the time of retirement to be eligible to participate in the Plan after retirement. Medical and prescription drug benefits are available to retirees in the City’s insurance plan. Retirees must contribute \$723.32/\$2,097.64 per month for single/family coverage. Retirees who retire after age 62 with 30 years of service contribute \$108.50 per month for self-coverage and \$723.32 per month for spouse coverage. Coverage stops at age 65. No life insurance coverage is provided.

The Plan has not had a formal actuarial experience study performed.

Changes in the Total OPEB Liability:

	<b>Total OPEB Liability</b>
<b>Balances at July 1, 2023</b>	\$ 802,911
<b>Balances at June 30, 2024</b>	\$ 923,359

**INTERFUND TRANSFERS, ASSETS, AND LIABILITIES**

Interfund transfers were used to: (1) move revenues from the fund that the ordinance or budget requires to collect them to the fund that the ordinance or budget requires to expend them, (2) use unrestricted revenues collected in the General Fund to finance other funds in accordance with budgetary authorization, or (3) move revenues in excess of current year expenditures to other funds.

**RISK MANAGEMENT:** The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters.

**CONTINGENCIES AND COMMITMENTS:** The City is subject to lawsuits pertaining to matters, which are incidental to performing routine governmental and other functions. Based on the current status of these legal proceedings, it is the opinion of management that they will not have a material effect on the City’s financial position.

**NEGATIVE NET POSITION:** On June 30, 2024, Public Safety’s accumulated deficit of \$603,041, and Solid Waste’s deficit of \$1,809,403 are the result of expenses exceeding revenues, plus prior year net position. It is expected that the deficit will be offset by future revenues received in the fund.

**TAX ABATEMENTS:** The City provides for tax abatements established pursuant to the Land Clearance for Redevelopment Authority Law (LCRA), RSMo Chapter 99 to assist with the redevelopment of blighted or unsanitary areas in the City.

**ECONOMIC DEVELOPMENT LOANS:** In April 2020, the City established a Small Business Forgivable Loan Program funded by the Economic Development Fund for the purpose of assisting small businesses impacted by the COVID-19 pandemic.

**LESSORS DISCLOSURES:** The City entered into a lease agreement dated October 2021, to lease certain retail space. Payments ranging from \$4,441 to \$5,147 are due to the City in monthly installments through September 2029; including three years of renewal options that maintain an interest rate of 2.16%.

**CONDUIT DEBT:** In the fiscal year 2024, the City authorized \$121,000,000 of industrial revenue bonds, to provide funds for the purpose of carrying out industrial development projects by the City providing a loan pursuant to a loan agreement between the City and a private company.

**SUBSEQUENT EVENT:** In November 2024, the City approved issuing industrial revenue bonds in a principal amount not to exceed \$32,000,000.

**ADJUSTMENT FOR CHANGE IN REPORTING ENTITY AND ERROR CORRECTION:** The Third Ward Revitalize Fund was included in the reporting entity for the year ended June 30, 2024, which was previously included in the Olive I-170 TIF Fund.

**REQUIRED SUPPLEMENTAL INFORMATION**

**Schedule of Revenues, Expenditures, and Changes  
in Fund Balance - Budget and Actual - Budget Basis**

	<u>General Fund</u>			Over (Under) <b>Budget</b>
	<b>Original</b>	<b>Final</b>	<b>Actual</b>	
<b>Total revenues</b>	25,655,485	28,893,685	27,975,505	<b>(918,180)</b>
<b>Total expenditures</b>	29,023,129	31,486,712	29,916,824	<b>(1,569,888)</b>

**STATISTICAL SECTION**

This part of the City’s Annual Comprehensive Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplemental information says about the City’s overall financial health. It contains:

- Financial Trends
- Revenue Capacity
- Debt Capacity
- Demographic and Economic Information
- Operating Information

## SINGLE AUDIT REPORT

### Contents:

- Independent Auditor's Report on Compliance and Internal Controls for Each Major Program and Federal Awards
  - **Opinion Major Programs:** In our opinion, the City complied in all material respects, with the type of compliance requirements that could have a direct and material effect on each of its major programs.
- Schedule of Expenditures of Federal Awards
  - Total Expenditures \$1,657,115
  - The largest expenditure comes from the U.S. Department of Homeland Security; FEMA for \$934,125
- Notes to the Schedule of Expenditures of Federal Awards
- Schedule of Findings and Questioned Costs - Significant Deficiency
- The City's Corrective Action Plan

### AUDITOR'S COMMUNICATION TO THE MAYOR AND COUNCIL

The Management Letter contains eight comments:

1. Recommends that the City review certain liability accounts
2. Recommends that the City review the operating costs of the functional expenses of the internal service Fund to allocate those costs
3. Recommends that the City use the inventory software
4. Recommends that the City review the outstanding receivables for adjustments
5. Recommends that the City review the daily receipts for the Golf Course
6. Recommends that the City review credit card policies and procedures
7. Recommends that the City review approving overage amounts related to personnel hours carried over
8. Recommends that the City review the Pension Census; slight difference in the number of members reported

Mayor Crow thanked Mr. Williams for his company's very detailed report.

Councilmember Clay noted a Scribner's error on page 38 of the Annual Report, wherein "Polie" should be amended to read "Police". He then posed the following questions to Mr. Williams:

**Q. Would the term fully funded be the right term to use for the Non-Uniform Pension?**

**A.** *While there are deferred in-flows and out-flows, and a lot of other disclosures, I think you are leading up to the right term because in this case, the Non-Uniform Plan shows an asset as of June 30, 2024, versus the other plan which shows a deficit.*

**Q. "Significant Deficiency" is something we've seen mentioned before, so could you refresh my memory about the reason(s) why it was not fully addressed?**

**A.** *It is not unusual for auditors to find a Significant Deficiency. Last year's deficiency involved adjustments related to subscription-based information technology related to a new GATSBY accounting pronouncement that the City was required to implement. This year there were issues with the fixed assets.*

**A. (Mr. Cole):** *The City has so many funds and accounts that it's difficult to get them reconciled in a timely manner. My goal is to have the least amount of journal entries as possible, but sometimes it's an uphill battle to accomplish that. Nevertheless, in previous years that has been a ding for us. This year we had some challenges with our fixed asset system which duplicated all of the disposals. It was rectified, but staff had to make multiple journal entries to correct it.*

Mr. Rose asked Mr. Cole if he could provide Council with the difference between a Significant Deficiency and a Material Deficiency?

Mr. Williams stated a Significant Deficiency is kind of a medium or lower-level finding, and a Material Deficiency or Weakness is significant; it falls right under a Fraud Report which is the highest level.

Councilmember Clay stated that even though this report was well presented and there is no doubt that Sikich has great partners with Mr. Cole and his team, it would be helpful if Council could receive this a little sooner because there is a lot of information.

Councilmember Tieman asked Mr. Williams if he could help him respond to his neighbor's inevitable inquiry about the City's financial health in 25 words or less? Mr. Williams stated auditors are not supposed to give opinions on the overall financial health of a city. But an unqualified opinion might be, *"There's an improvement in the financial position overall from the government-wide statements"* so there are some good things and some things to improve on. The City is under budget for revenues and under budget for expenditures. Mr. Williams stated he recognizes that this report is over 100 pages long, so if Council has any questions they should feel free to contact his office.

Mr. Rose stated generally, most people consider the health of a municipal organization based on the reserves it has in its General Fund. Council established a policy wherein the City's reserves at minimum, should be 18% of what its expenditures are. However, based on this audit, we are at 47% rather than the 38% originally budgeted for. Now, that's likely too high, but consideration must also be given to the construction projects that are currently underway.

Mayor Crow stated while he recognizes that the deficiency noted in the report has a lower level of significance; it has occurred two years in a row. But this is as much Council's problem as it is the City Manager and Director of Finance, so at this point, our position should be; what do you need from us to ensure that this does not happen next year? Mayor Crow stated even though it's not a question that should be answered today, it would probably behoove Council to get an update on this deficiency, as well as the other minor items that were listed sometime in the near future.

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

None

**N. NEW BUSINESS**

***Resolutions - (Voice vote required)***

1. Resolution 2025-02 Amending The Fiscal Year 2024-2025 (Fy25) Budget – Amendment # 1 and Appropriating Said Amounts.

Councilmember McMahan moved to approve, it was seconded by Councilmember Brenner, and the motion carried unanimously.

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

*Introduced by Councilmember Smotherson*

1. **BILL 9564** - AN ORDINANCE AMENDING SECTION 230.090 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO YARD WASTE, RECYCLABLES AND PROHIBITED SOLID WASTE, BY DELETING THE REQUIREMENT THAT YARD WASTE BAGS EXHIBIT A YARD WASTE STICKER. Bill Number 9564 was read for the first time.

*Introduced by Councilmember McMahan*

2. **BILL 9565** - AN ORDINANCE AMENDING SECTION 230.110 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO SOLID WASTE COLLECTION FEES AND BILLING, BY INCREASING REFUSE COLLECTION RATES ON ALL UNITS. Bill Number 9565 was read for the first time.

3. **BILL 9566** - AN ORDINANCE AMENDING ZONING CODE SECTIONS 400.160, 400.1020, AND 400.1050 OF THE UNIVERSITY CITY MUNICIPAL CODE, BY AMENDING CERTAIN PROVISIONS THEREIN RELATING TO THE MINIMUM LOT SIZE FOR DETACHED SINGLE-FAMILY DWELLINGS AND TWO-FAMILY DWELLINGS, THE MINIMUM FRONT YARD BUILDING SETBACK FOR DETACHED SINGLE-FAMILY DWELLINGS, AND THE DETERMINATION OF THE PREVAILING PATTERN OF DEVELOPMENT IN THE SUBDIVISION IN WHICH THE DWELLING IS LOCATED. *(Removed from the agenda)*

**O. COUNCIL REPORTS/BUSINESS**

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

Councilmember Smotherson reported that the Traffic Commission was unable to resolve the issue involving the south side of the 7000 and 7100 blocks of Forsyth. Therefore, he will be passing along several unofficial summaries to Mr. Rose, to assist them with how to approach this issue. Councilmember Smotherson stated when the Chair learned that the letters complaining about this issue were coming from a Wash U employee who only parks in this area, the tone in which she addressed his actions will probably curtail any future complaints.

Councilmember Fuller reported that St. Louis County Transportation will be conducting a public hearing at Centennial Commons on February 26th, at 5 p.m. to address the streets and sidewalks from Midland to West Gate.

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

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

**Q. COUNCIL COMMENTS**

Mayor Crow announced that he and Mr. Rose, along with the Historical Society will conduct the Annual State of the City address on Thursday, March 6th at 7 p.m. in these chambers.

Councilmember McMahan moved to adjourn the Regular Session, it was seconded by Councilmember Tieman and the motion carried unanimously.

**R. ADJOURNMENT**

Mayor Crow thanked everyone for their participation and adjourned the meeting at 7:12 p.m.

LaRette Reese, MRCC  
City Clerk

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



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>CA20250310-01</b>
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<b>SUBJECT/TITLE:</b> Tub Grinding 2025			
<b>PREPARED BY:</b> Darin Girdler, Director of Parks, Rec & PAM		<b>DEPARTMENT / WARD</b> Parks/Forestry - All Wards	
<b>AGENDA SECTION:</b>	Consent	<b>CAN ITEM BE RESCHEDULED?</b>	No
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b> City Manager recommends approval and authorization to execute the agreement with Agricycle, Inc. for an amount not exceed \$11,800.00.			
<b>FISCAL IMPACT:</b> \$11,800.00			
<b>AMOUNT:</b>	\$11,800.00	<b>ACCOUNT No.:</b>	01-50-45_6050
<b>FROM FUND:</b>	01 - General	<b>TO FUND:</b>	01 - General
<b>EXPLANATION:</b> Tub Grinding of materials from various sources to create mulch for our parks and residents.			

<b>STAFF COMMENTS AND BACKGROUND INFORMATION:</b> The City advertised for bids for the tub grinding of materials on the City's website as well as emailed the information to several companies. Two (2) companies responded to the bid request and agreed to provide services per the specifications: Agricycle, Inc. \$11,800.00 and Hansen's Tree Service \$14,250.00.
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<b>CIP No.</b>	PRF-25-0004
<b>RELATED ITEMS / ATTACHMENTS:</b> Bid Evaluation Form Staff Recommendation	

<b>LIST CITY COUNCIL GOALS (S):</b>  Community Quality of Life and Amenities	
<b>RESPECTFULLY SUBMITTED:</b>	City Manager, Gregroy Rose
<b>MEETING DATE:</b>	03/10/2025



## BID TABULATION

**BID NUMBER:** PRF-25-0004

**BID NAME:** TUB GRINDING

	DESCRIPTION	QUANTITY	UNIT	PRICE	PRICE
				AGRICYCLE, INC	Hansen's Tree, Lawn and Landscaping
1	Tub Grinding per Specification	1	Each	\$11,800.00	\$14,250.00
	<b>GRAND TOTAL</b>			<b>\$11,800.00</b>	<b>\$14,250.00</b>



## Darin Girdler

---

**From:** Jacob Kaiser  
**Sent:** Tuesday, February 4, 2025 7:40 AM  
**To:** Darin Girdler  
**Cc:** Patricia Reuter  
**Subject:** Tub Grinding Heman Park  
**Attachments:** Bid Opening Sheet and Bid Tab.pdf

Darin,

Attached are the bid tabulations for the RFP to tub grind the woody debris in Heman park into double ground wood mulch. This is an annual project and is in the budget. I would like to go with the lowest bidder , Agricycle, as they have done the project before and always do a good job. Due to the price we need to have this approved by council. Could you please get this project on the next available council consent agenda.

Let me know if you have any questions.

Thanks



**Jacob Kaiser**  
*City Forester*  
Certified Arborist-MW-5623AM  
Tree Risk Assessment Qualified (TRAQ)  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130  
P: 314.505.8619 C: 314.704.9173 | [www.ucitymo.org](http://www.ucitymo.org)

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



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>CM20250310-01</b>
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<b>SUBJECT/TITLE:</b> City Manager General Updates			
<b>PREPARED BY:</b>		<b>DEPARTMENT / WARD</b> Administration - All	
<b>AGENDA SECTION:</b>	City Manager's Report	<b>CAN ITEM BE RESCHEDULED?</b>	
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b>			
<b>FISCAL IMPACT:</b>			
<b>AMOUNT:</b>		<b>ACCOUNT No.:</b>	
<b>FROM FUND:</b>		<b>TO FUND:</b>	
<b>EXPLANATION:</b> General updates as provided by the City Manager.			

<b>STAFF COMMENTS AND BACKGROUND INFORMATION:</b>

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

<b>LIST CITY COUNCIL GOALS (5):</b>			
<b>RESPECTFULLY SUBMITTED:</b>	City Manager, Gregory Rose	<b>MEETING DATE:</b>	March 10, 2025



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



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>CA20250310-02</b>
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<b>SUBJECT/TITLE:</b> CUP-22-09 - Application to amend a Conditional Use Permit (CUP) to allow a reduction of up to 20% in the number of required off-street parking spaces for Lot 9 of the Market at Olive, Plat 2.			
<b>PREPARED BY:</b> John L. Wagner		<b>DEPARTMENT / WARD</b> Planning and Development/Ward 3	
<b>AGENDA SECTION:</b>	City Manager's Report	<b>CAN ITEM BE RESCHEDULED?</b>	yes
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b> City Manager concurs with the Plan Commission and recommends approval.			
<b>FISCAL IMPACT:</b> N/A			
<b>AMOUNT:</b>		<b>ACCOUNT No.:</b>	
<b>FROM FUND:</b>		<b>TO FUND:</b>	
<b>EXPLANATION:</b> N/A			

<b>STAFF COMMENTS AND BACKGROUND INFORMATION:</b> The Applicant's request is to amend an existing Conditional Use Permit (C.U.P.) to allow a reduction of up to 20% in the number of required off-street parking spaces, as required by Section 400.2140 of the Zoning Ordinance, for Lot 9 of the Market at Olive, Plat 2, in the "PD-C" Planned Commercial District.
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<b>CIP No.</b>	
<b>RELATED ITEMS / ATTACHMENTS:</b> Attached is the Staff Report from the February 26, 2025 Plan Commission meeting, amended to include for the City Council the Commission's recommendation, as well as Plan Commission Transmittal Letter and the application to amend the Conditional Use Permit.	

<b>LIST CITY COUNCIL GOALS (S):</b> Economic Development, Community Quality of Life, Encourage High-quality Growth.	
<b>RESPECTFULLY SUBMITTED:</b>	City Manager, Gregroy Rose
<b>MEETING DATE:</b>	March 10, 2025



**Department of Planning and Development**

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

February 26, 2025

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

RE: Application for Conditional Use Permit CUP 22-09: An amendment to the original C.U.P. for Lot 9 of the Market at Olive, Plat 2.

Dear Ms. Reese,

At its regular meeting on February 26, 2025, at 6:30 p.m. at the University City Community Center at 975 Pennsylvania Avenue, the Plan Commission considered the above-referenced application by 170 and Olive Holdco, LLC, to amend an existing Conditional use Permit to allow a reduction of up to 20% in the number of required off-street parking spaces, as required by Section 400.2140 of the Zoning Ordinance, for Lot 9 of the Market at Olive, Plat 2, in the "PD-C" Planned Commercial District..

By a vote of 6 for and 0 against, the Plan Commission recommended approval of said application as presented.

Sincerely,

Charles Gascon, Chairperson  
University City Plan Commission



**STAFF REPORT**

**City Council**

**As presented in 2022, see below for amendment request**

MEETING DATE: **March 10, 2025**

FILE NUMBER: CUP 22-09

COUNCIL DISTRICT: 3

Applicant: 170 and Olive Holdco, LLC

Location: 8630 Olive Boulevard

Property Owner: 170 and Olive Holdco, LLC

Request: Conditional Use Permit (C.U.P.) to allow a reduction of up to 20% in the number of required off-street parking spaces, as required by Section 400.2140 of the Zoning Ordinance, for Lot 9 of the Market at Olive, Plat 2, in the “PD-C” Planned Commercial District.

Existing Zoning: GC – General Commercial

Existing Land Use: Vacant

Proposed Zoning: No Change

Proposed Land Use: Commercial

**Surrounding Zoning and Current Land Use:**

North: GC – General Commercial District / PA – Public Activity Dist.

East: GC – General Commercial District / PA – Public Activity Dist.

South: SR – Single-family Residential District

West: IC – Industrial Commercial District

**STAFF RECOMMENDATION**

Approval     Approval with Conditions     Denial

**COMPREHENSIVE PLAN CONFORMANCE**

Yes     No     No reference



Attachments:

- A. Application for Conditional Use Permit
- B. C.U.P. Applicant Memo and Site Plan

**Applicant's Request – Parking Reduction**

As noted in the Applicant Memo, a mix of uses is proposed for Lot 9 (Building O) of Phase Two of the Market at Olive development: 3,800 square-feet of restaurant uses and 8,400 square-feet of office/commercial uses, consisting of four (4) tenants. If these uses were parked according to §400.2140 of the Zoning Ordinance, 93 spaces would be required. The Applicant is requesting a decrease of 10 spaces, or a 10.75% decrease.

It should be noted that the Applicant is also requesting/providing an increase in the number of stacking spaces required in lieu of the parking spaces. The Applicant's rationale is outlined in the memo.

**Staff Recommendation**

Staff is of the opinion that the proposed use to allow would have minimal impact on the surrounding properties and streets adjacent to the Development and provide for a better development.<sup>38</sup>

Staff is recommending approval of the request for a Conditional Use Permit to decrease the number of required off-street parking spaces, as required by Section 400.2140 of the Zoning Ordinance, for Lot 9 of the Market at Olive, Plat 2 from 93 to 83, a decrease of 10.75%.

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**Amendment Request Below:**

**Meeting Date:** February 26, 2025

**Request:** Amend the conditions of the CUP relating to parking reduction and total parking counts to reflect the new proportion of uses on the site.

The parking calculation in 2022:

- 3,800 sq.ft. Restaurant (1 space per 75 sq.ft.) = 51 parking spaces
- 8,400 sq.ft. Commercial/Office (1 space per 200 sq.ft.) = 42 parking spaces
- 93 Total parking spaces required
- A 10.75% parking reduction was approved, resulting in 83 parking spaces being provided.

Parking calculation with new proportion of uses:

- 6,419 sq.ft. Restaurant (1 space per 75 sq.ft.) = 86 parking spaces
- 5,572 sq.ft. Commercial/Retail (1 space per 200 sq.ft.) = 28 parking spaces
- 114 Total parking spaces required

### Reductions

- 10% automatic reduction in parking requirement for being located within 500 ft of a transit stop results in 102.6 parking spaces required, per § 400.2130(E).
- The applicant wishes to provide 88 total parking spaces, which requires amending the parking reduction approved through the CUP from 10.75 to 14.23%. The Plan Commission has the authority to recommend, and the City Council has the authority to approve this reduction, per § 400.2700(D)(2).

Staff believes that this is an acceptable amount of parking based on the current configuration of the larger development, as well as increased market demand for drive-through services versus indoor dining.

### Staff Recommendation

Staff recommends approval of the amendment to CUP-22-09.

### Plan Commission

**The Plan Commission unanimously (6 – 0) recommended approval of the request to amend the C.U.P.**

January 27, 2025

John Wagner  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130

**Re: Lot 9 (Building O) – Application for Amendment to Conditional Use Permit  
8616 Olive, 8620 Olive, 8624 Olive, 8628 Olive (Lot 9, Building O)  
CUP 22-09**

John:

On behalf of 170 and Olive Holdco, LLC (“Applicant”) enclosed is an Application to amend Conditional Use Permit (CUP) 22-09 regarding Lot 9 of Market at Olive Plat 2 (“Lot 9”). Lot 9 contains a 12,200 square foot mixed use (retail and restaurant) with one (1) drive-through window (“Building O”). CUP 22-09 provides for a reduction in the number of required off-street parking spaces, as required by Section 400.2140 of the Zoning Ordinance, for Lot 9 from 93 to 83, a decrease of 10.75%.

CUP-22 does not specify whether the permitted reduction in off-street parking spaces is specific to specific uses in Building O. At the time of the previously filed application for CUP 22-09, Applicant anticipated 3,800 SF of restaurant uses and drive-through with the remainder to be leased to either restaurant or office/commercial uses. As of the date of this Application, Applicant anticipates 6,400 SF of restaurant space with the remainder (5,600 SF) as other commercial retail.

The purpose of this Application is to request clarification that CUP-22 permits 83 off-street parking spaces regardless of uses within Building O or, in the alternative, request amendment to CUP 22-09 to allow for 88 off-street parking spaces with an anticipated 6,400+/- SF of restaurant and 5,600+/- SF of other commercial retail or office uses.

Other than requested clarification or amendment to CUP 22-09, Building O complies with the PD-C zoning. Building O’s design layout takes into account the known end-cap end-user’s (Panera and Five Guys) current standard building layout and drive-through configuration which is driven by market demand for less indoor dining and more drive through options.

If you have any questions or need further information, please contact me.

Very truly yours,



Caroline P. Saunders  
(314) 323-0581



**Department of Community Development**

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

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

1. Address/Location of Site/Building: **8616 Olive, 8620 Olive, 8624 Olive, 8628 Olive (Lot 9, Building O)**

2. Zoning District (check one):

SR  LR  MR  HR  HRO  GC  LC  CC  IC  PA  PD

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

170 and Olive Holdco, LLC  
Attn: Caroline Saunders  
1401 South Brentwood  
Suite 600  
Brentwood, MO 63144

4. Applicant's Interest in the Property: X Owner

\* Please Note: Zoning Code Section 400.2680 requires that the application may only come from one (1) or more of the owners of record or owners under contract of a lot of record (or zoning lot), or their authorized representative. If you are applying as a tenant, tenant under contract or other, you must attach a letter from the owner stating you are an authorized representative of them and they give you permission to file this application for Conditional Use on their behalf.

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

Same as above.

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

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

Building O complies with its current zoning designation.

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

Development of and uses within Building O are consistent with the Market at Olive TIF Redevelopment Plan.

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

Development of and uses within Building O are consistent with the Market at Olive TIF Redevelopment Plan.

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

The proposed uses within Building O are consistent with the Comprehensive Plan.

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

This application is for either a clarification or an amendment to existing CUP 22-09 to allow for a reduction in the number of required off-street parking for mixed uses included in Building O (anticipated 6,400 SF of restaurant uses and drive-through with the remainder (5,600 SF) as other commercial retail of office uses. See enclosed further explanation.

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

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

A Public Hearing before the Plan Commission is required by Ordinance. Notice of such Public Hearing must be published in a newspaper of general circulation at least fifteen (15) days in advance. Upon receipt of a Plan Commission Recommendation, the City Council must consider this application and supporting information before a Use Permit may be granted. A fee of \$250 must accompany this application.



January 27, 2025  
Date

\_\_\_\_\_  
Applicant's Signature and Title

170 and Olive Holdco, LLC

Representing (if applicable) \_\_\_\_\_

FOR OFFICE USE ONLY

\_\_\_\_\_ Application First Received.

\_\_\_\_\_ Application Fee in the Amount of \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

\_\_\_\_\_ Application returned for corrections, additional data.

\_\_\_\_\_ Final complete application received.

\_\_\_\_\_ File # \_\_\_\_\_ created.

## U-CITY PARKING REGULATIONS – MARKET AT OLIVE

The evolution of dining establishments from the time University City's existing parking regulations were enacted to the parking needs for restaurants today has changed dramatically.

Dining outside the home was previously dominated by full-service, sit-down restaurants that accommodated 150-200 diners, many arriving with only two people per car and occupying a parking space for an hour or longer (e.g. Olive Garden, Texas Roadhouse, etc.), resulting in bringing 75-100 customer cars to a restaurant of 5,000 SF+/- plus a sizable number of employees, creating the need for a parking ratio of 13.33:1,000 as stipulated in the existing zoning code.

Today's dining establishments, especially those at Market At Olive, are predominantly quick service or fast casual restaurants derive more than 50% and up to 70% of their revenue from a combination of their drive through window and mobile pickup orders where the customer orders ahead on their app, park, run into the restaurant, pick up their order and return to their car occupying a parking space for less than two minutes. Those customers who dine inside the restaurant generally spend approximately 15 minutes inside the restaurant. These restaurants also have much fewer employees than full-service restaurants since menus are simpler, table service is not provided and the restaurant occupies only 1/3 to 1/2 the size of a full-service, sit-down restaurant. This combination of circumstances greatly reduces the amount of parking needed to satisfy parking demand.

As a result of these new trends in dining, it is not necessary, as evidenced by these restaurant operators not requesting parking be provided in the quantity prescribed by the City's parking regulations, to provide the quantity of parking spaces required by the City's parking regulations.

Therefore, we respectfully request that the CUP for Building "O" be amended such that the off-street parking required for restaurants be reduced from 1:75 SF to 1:125 SF; and the planned mixed uses within Building O (anticipated 6,400+/- SF of restaurant and 5,800+/- SF of other commercial retail or office uses) require not more than 88 off-street parking spaces.

Thank you for your consideration of this request.



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



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>CM20250310-03</b>
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<b>SUBJECT/TITLE:</b> CUP-24-05 - Application to amend an existing Conditional Use Permit (CUP) for a restaurant at 7489 Delmar Boulevard.			
<b>PREPARED BY:</b> John L. Wagner		<b>DEPARTMENT / WARD</b> Planning and Development/Ward 2	
<b>AGENDA SECTION:</b>	City Manager's Report	<b>CAN ITEM BE RESCHEDULED?</b>	yes
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b> City Manager concurs with the Plan Commission and recommend approval.			
<b>FISCAL IMPACT:</b> N/A			
<b>AMOUNT:</b>		<b>ACCOUNT No.:</b>	
<b>FROM FUND:</b>		<b>TO FUND:</b>	
<b>EXPLANATION:</b> N/A			

<b>STAFF COMMENTS AND BACKGROUND INFORMATION:</b> The Applicant's request is to amend an existing Conditional Use Permit (C.U.P.) by adding a curb cut to the site and lowering the number of parking spaces by two (2) spaces.
--

<b>CIP No.</b>	
<b>RELATED ITEMS / ATTACHMENTS:</b> Attached is the Staff Report from the February 26, 2025 Plan Commission meeting, amended to include for the City Council the Commission's recommendation, as well as Plan Commission Transmittal Letter and the application to amend the Conditional Use Permit.	

<b>LIST CITY COUNCIL GOALS (5):</b> Economic Development, Community Quality of Life, Encourage High-quality Growth.	
<b>RESPECTFULLY SUBMITTED:</b>	City Manager, Gregroy Rose
<b>MEETING DATE:</b>	March 10, 2025





**Department of Planning and Development**

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

February 26, 2025

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

RE: Application for Conditional Use Permit CUP 24-05: An amendment to the original C.U.P. at 7489 Delmar Boulevard.

Dear Ms. Reese,

At its regular meeting on February 26, 2025, at 6:30 p.m. at the University City Community Center at 975 Pennsylvania Avenue, the Plan Commission considered the above-referenced application by Michael Del Pietro dba MDP5 LLC to amend an existing Conditional use Permit for a restaurant at 7489 Delmar Boulevard by adding a curb cut to the site and lowering the number of parking spaces by two (2) spaces.

By a vote of 6 for and 0 against, the Plan Commission recommended approval of said application as presented.

Sincerely,

Charles Gascon, Chairperson  
University City Plan Commission



**Department of Planning and Development**

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

**STAFF REPORT**

**City Council**

Highlighted text indicates changes from the original CUP staff report

<b>Meeting Date</b>	<b>March 10, 2025</b>
<b>File Number</b>	CUP-24-05
<b>Council District</b>	2
<b>Location</b>	7489 Delmar Boulevard
<b>Applicant</b>	Michael Del Pietro dba MDP5 LLC.
<b>Property Owner</b>	Michael Del Pietro dba MDP5 LLC.
<b>Request</b>	Amending Conditional Use Permit (CUP) to allow for restaurant use. New Request: Changes to site circulation and parking reduction terms.

**Comprehensive Plan Conformance:**

Yes                     No                     No reference

**Staff Recommendation:**

Approval                     Approval with Conditions                     Denial

**Attachments:**

1. Application Form
2. Narrative
3. Site Plan, Building Plan, and Elevations
4. Landscape Plan
5. Boundary Survey
6. Purchase Agreement
7. Department Comments

**Applicant Request**

The applicant, Michael Del Pietro dba MDP5 LLC., is requesting an amendment to the previously approved Conditional Use Permit (CUP) to authorize restaurant use for the property located at 7489 Delmar Boulevard. Changes to the CUP are as follows:

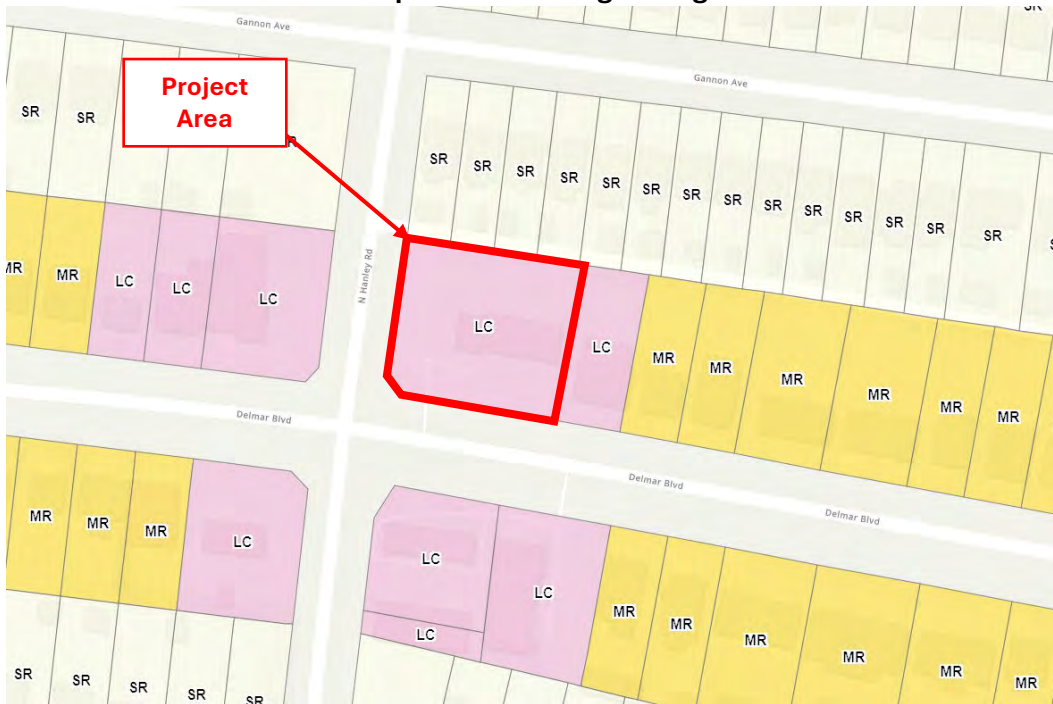
- Site plan changes including leaving open one of the Hanley curb cuts that was previously shown as closed, resulting in a loss of 2 parking spaces.
- Parking reduction increased from % to % to account for the reduction in parking spaces

### Existing Property

The subject property has a total area of approximately 0.45 acres and was previously occupied by an auto repair shop. The auto repair shop building is still standing and will be renovated and repurposed to serve the proposed restaurant use. Currently, the site features multiple curb cuts on both streets and parking surrounding the building on all sides.



Map 1. Surrounding Zoning



## Analysis

### Land Use and Zoning

The subject property is currently zoned Limited Commercial (“LC”), in which restaurants are a conditional use.

**Table 1. Surrounding Zoning & Land Use**

North	Single Family (SR); single-family homes
East	Limited Commercial (LR); Property management office
South	Limited Commercial (LR); Gas station; dry cleaners
West	Limited Commercial (LR); Dry cleaners

### Off-Street Parking and Loading Requirements

Required parking: Restaurants, bars, and taverns

1 space per 75 square feet gross floor area (does not include patio)

$2,512 \text{ ft}^2 / 75 = 33.49$ , **34 parking spaces required**

The applicant is proposing to provide 31 parking spaces. The property is located within 500 feet of a bus stop, which allows the parking requirement to be reduced by 10%, per § 400.2130(E).

The applicant is requesting to amend their site plan to add a second ingress/egress (on Hanley), which reduced the parking spaces by two, so they are now proposing to provide 29 parking spaces. With this exception, the required parking total for the proposed use is 30.6 parking spaces. Therefore, the applicant requires an additional reduction through the CUP of 5.2%.

As a note, the proposed outdoor dining area is not included in the above parking calculation because the zoning code does not require additional parking for outdoor dining areas. If the proposed patio, which is 756 square feet in area, were included in the calculation, 43.57 parking spaces would be required. The 10% reduction for transit proximity would amount to a reduction of 4.36 spaces. In addition, the City Council has the authority to reduce the parking requirements by 20% through the CUP procedure per § 400.2700(D)(2). This 20% reduction which would amount to 8.714 spaces. With these two reductions combined, the required parking for the interior + outdoor dining would be 30.50 (31) parking spaces, which the applicant has provided in the proposed site plan. It is staff’s opinion that 31 parking spaces is appropriate for the proposed use including the patio.

### Site Coverage

The site is almost entirely paved, exceeding the 70% site coverage maximum for this lot. However, since the applicant is not increasing the degree of nonconformity, this maximum does not apply. In fact, by repaving portions of the site and adding strips of landscaping, the site coverage nonconformity will be slightly reduced.

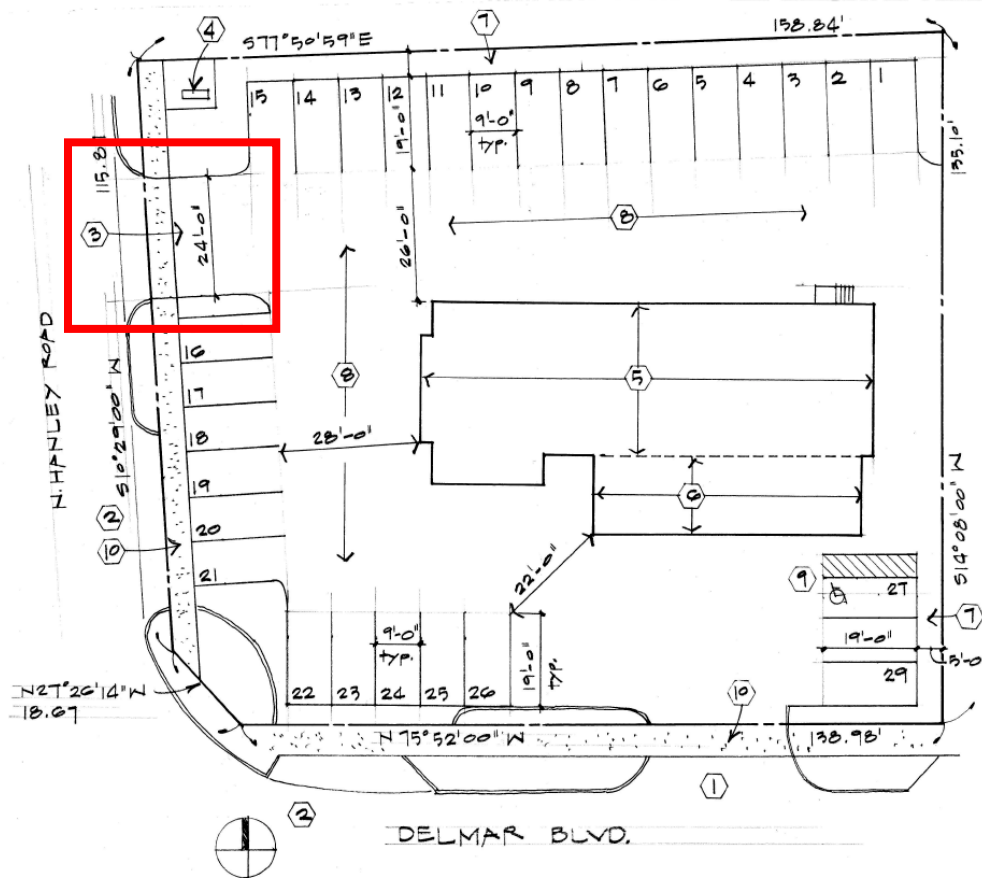
### Dimensional Regulations

As a reuse of an existing building, any existing dimensional non-conformities are allowed to remain as long as the applicant does not increase the degree of the non-conformity. An existing dimensional non-conformity is a 2-foot landscape buffer at the north property line. The code requires a 10-foot landscape buffer, but because the proposed reuse and modifications would not increase the degree

of this non-conformity, they're not required to provide the full width of the buffer. The applicant is, however, willing to widen the buffer to 5 feet and plant shrubs and small trees, and this widened buffer is shown in the proposed site plan. There is also an existing fence at the north property line which will remain.

*Circulation and Access*

Access to the site will be restricted to two curb cuts, one each on Delmar and Hanley. The other 2 existing curb cuts will be closed. Staff has recommended that the applicant work with the County to determine how to safely close the curb cuts. The applicants are currently working with the County on what strategies would be acceptable.



The curb cut highlighted in red above was previously intended to be closed. The applicant is now seeking permission to keep that curb cut open for circulation and emergency access reasons. Staff agrees and has no issue with this curb cut remaining open as long as the parking reduction is approved.

*Comprehensive Plan*

The future character and land use map designates this site as an Activity Center, which encourages reuse of existing buildings and infill, neighborhood scale commercial uses, and walkability. The proposed use and site design are both in accordance with the recommendations of the city's comprehensive plan.



### **Other Departments' Comments**

The proposed plans were shared with the Fire Department, Department of Public Works, and Police Department. Their responses are attached to this staff report, which included no comments.

### **Review Criteria**

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

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

### **Findings of Fact**

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

1. Complies with all applicable provisions of this Chapter;
2. At the specific location will contribute to and promote the community welfare or convenience;

3. Will not cause substantial injury to the value of neighboring property;
4. Is consistent with the Comprehensive Plan, neighborhood development plan (if applicable), the Olive Boulevard Design Guidelines (if applicable), and any other official planning and development policies of the City; and
5. Will provide off-street parking and loading areas in accordance with the standards contained in Article VII of this Chapter.

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

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

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

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### **Staff Recommendation**

Staff recommends approval of the Conditional Use Permit for a restaurant to be located at 7489 Delmar Boulevard with the following conditions:

1. If changes to on-site circulation result from the County’s input, the applicant must submit the revised site plan to the Department of Planning & Development for their review and approval prior to issuance of any building permits. **Since the original CUP was approved, the applicant has proposed changes to site circulation with the addition of one curb cut; therefore, the applicant must obtain approval from St. Louis County for the modified curb cuts on Delmar Boulevard and Hanley Road, and the closure of the other two existing curb cuts.**

### **Plan Commission**

**The Plan Commission unanimously (6 – 0) recommended approval of the request to amend the C.U.P.**



Department of Planning & Development

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

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

1. Address/Location of Site/Building: 7489 Delmar Blvd.

2. Zoning District (check one):

SR LR MR HR HRO GC LC CC IC PA PD

3. Applicant's Name, Corporate or DBA Name, Address, Phone Number, and Email: Michael Del Pietro
MDP5 LLC • 7327 Westmoreland Dr., University City, MO
314.359.9407 Michael@mdprestaurants.com

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

\* Zoning Code Section 400.2680 requires that the application come from one (1) or more of the owners of record or owners under contract of a lot of record (or zoning lot), or their authorized representative.

5. Owner's Name, Corporate or DBA Name, Address, Phone Number, and Email (if other than Applicant):

same as applicant

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

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

repurpose of existing building and site for new restaurant use. all zoning code requirements will be met.

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

noted as per initial Conditional Use Permit application



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

Noted as per initial Conditional Use Permit application

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

yes

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

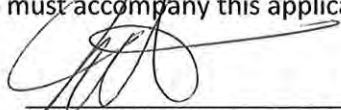
yes

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

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

A Public Hearing before the Plan Commission is required. Notice of such Public Hearing must be published in a newspaper of general circulation at least fifteen (15) days in advance. Upon receipt of a Plan Commission Recommendation, the City Council must consider this application and supporting information before a Use Permit may be granted. A fee of \$250 must accompany this application.

1-27-25  
Date

  
Applicant's Signature and Title

\_\_\_\_\_  
Representing (if applicable)

**FOR OFFICE USE ONLY**

\_\_\_\_\_ Date Application was Received.

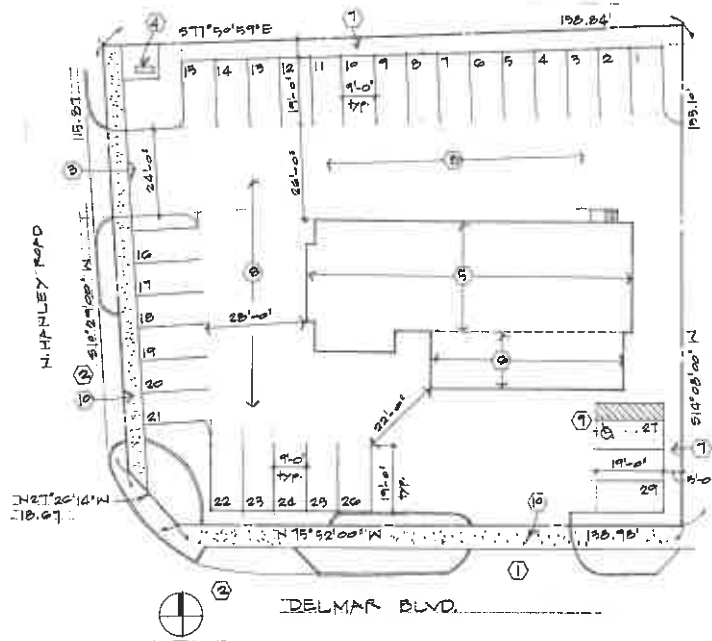
\_\_\_\_\_ Application Fee in the Amount of \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

\_\_\_\_\_ Application returned for corrections or additional data, drawings, etc.

\_\_\_\_\_ Case # \_\_\_\_\_ created.

## CONDITIONAL USE PERMIT MEMO FOR 7489 DELMAR BLVD.

1. Michael Del Pietro, dba as MDP5 LLC, has the property under contract ( see attached preliminary sales contract ).  
Address: 7327 Westmoreland Dr., University City, MO 63130  
Phone: 314-359-9407
2. Legal Description of Property: Lot 43 and Part of Lots 42 and 44 in Block 3 of West Delmar No.2, Plat Book 10 Page 81, U.S. Survey 2033, Township 45 North, Range 6 East, St. Louis County, MO.
3. Street Address: 7489 Delmar Blvd., University City, MO 63130
4. Michael Del Pietro has been in the restaurant business for 20 plus years.  
He attended and majored in hotel and restaurant management at the University of Nevada and then the Culinary Institute of America.  
He opened his first restaurant in 1994.  
Currently, Michael owns and operates Sugo's restaurant in Frontenac and Edwardsville, IL., Babbo's in Chesterfield, IL Palato in Clayton, and Del Pietro's in Richmond Heights.  
This location is a prime location to service the surrounding residential neighborhood and a demographic base that would welcome a friendly establishment serving a simple breakfast / coffee menu, lunch (pizza and sandwiches), and early sit down dinner service. The location is close to Michael's home address and since this will be the one location where he actually owns the building, it will receive his full time attention.  
Hours of operation tentatively would be 7am till 9:00pm.  
Number of employees to be 5- 6 per shift.
5. Impact of this Conditional Use on surrounding properties should be minimal. The location is located at an intersection that currently has commercial operations on all four corners so there should be no additional traffic concerns. The plan will be to close off two of the four existing curbcuts ( the two closest to the Delmar Blvd. / Hanley intersection ) which should in fact, improve the traffic flow at the intersection. The site shall offer adequate on site parking and in addition there is street parking on Delmar Blvd. as available

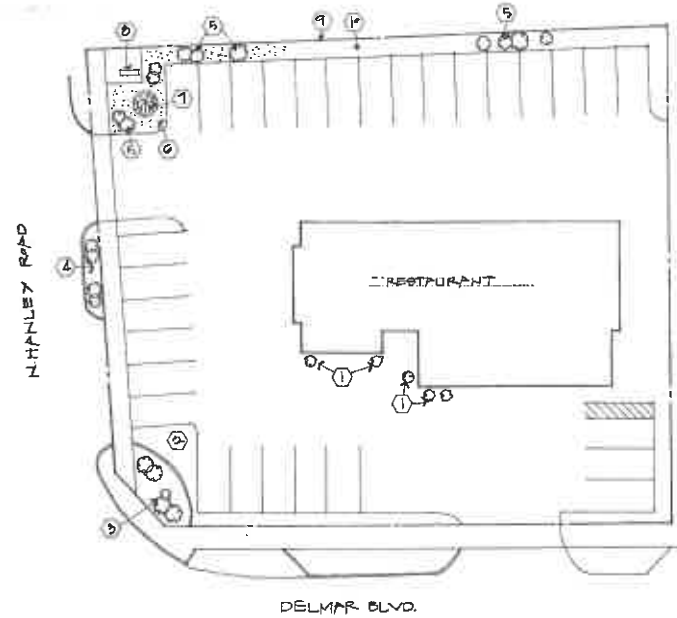


**SITE PLAN**

**SITE PLAN KEYED NOTES**

- ① Existing curb cut to remain
- ② Existing curb cut to be removed (proposed)
- ③ Reworked curb cut set slightly to the West of existing. New curb cut to be 24'-0" wide.
- ④ Existing AT&T equipment vault
- ⑤ Existing building, 2,814.0 SF
- ⑥ Proposed covered patio addition, 14 ft. x 54 ft. = 756 SF
- ⑦ 5'-0" landscape buffer
- ⑧ Drive aisle
- ⑨ Handicapped parking stall
- ⑩ Existing sidewalk

PARKING STALL COUNT = 29 STALLS TOTAL



**CONCEPTUAL LANDSCAPING PLAN**

**KEYED NOTES**

- ① Decorative evergreen shrubs in planters
- ② Paved area
- ③ Planting area of low shrubs ( boxwoods or similar ) with mulch
- ④ Planting area with drought resistant decorative grasses and mulch
- ⑤ Drought resistant shrubs
- ⑥ Mulched area
- ⑦ Decorative flowering tree ( Dogwood or similar)
- ⑧ Existing AT&T equipment vault
- ⑨ Existing wooden fence to remain
- ⑩ 5' landscaped buffer zone with mulch

Date: 1-27-25

Project:

Revisions:

**Preliminary Plan  
Proposed Restaurant  
7489 Delmar Blvd.  
University City, MO**

vaiding architecture llc  
708 minkley lane  
salem lake, missouri 63122  
314.507.5704

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



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>UB20250310-01</b>
---	----------------------

<b>SUBJECT/TITLE:</b> Eliminating the Requirement that Yard Waste Bags Exhibit a Yard Waste Sticker			
<b>PREPARED BY:</b> Keith Cole, Director of Finance		<b>DEPARTMENT / WARD</b> Finance / All	
<b>AGENDA SECTION:</b>	Unfin Business - Bill 9564	<b>CAN ITEM BE RESCHEDULED?</b>	Yes
<b>CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:</b> City Manager recommends City Council approve the amended Section 230.090, eliminating the requirement that yard waste bags exhibit a yard waste sticker to coincide with the increase in rates.			
<b>FISCAL IMPACT:</b> For the first 3 years, we anticipate approximately operating cash reserves of \$2,123,969 in 2025, \$1,975,470 in 2026, and \$1,648,752 in 2027.			
<b>AMOUNT:</b>		<b>ACCOUNT No.:</b>	
<b>FROM FUND:</b>	Solid Waste Fund (08)	<b>TO FUND:</b>	Solid Waste Fund (08)
<b>EXPLANATION:</b> As part of the Solid Waste Rate Study cost analysis, the proposed rate increases eliminated the cost of yard waste stickers. The Solid Waste Rate Study Task Force made a motion and approved with a recommendation on Option 2 rate increase.			

<b>STAFF COMMENTS AND BACKGROUND INFORMATION:</b> Currently, Section 230.090, requires yard waste bags exhibit a yard waste sticker in order for the bags to be picked up by our sanitation department. The stickers cost \$7.50 per sheet of 5.
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<b>CIP No.</b>	
<b>RELATED ITEMS / ATTACHMENTS:</b> 1. Bill No. 9564	

<b>LIST CITY COUNCIL GOALS (5):</b> Prudent Fiscal Management	
<b>RESPECTFULLY SUBMITTED:</b>	City Manager, Gregory Rose
<b>MEETING DATE:</b>	March 10, 2025

**INTRODUCED BY:**

**DATE:**

**BILL NO. 9564**

**ORDINANCE NO.**

**AN ORDINANCE AMENDING SECTION 230.090 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO YARD WASTE, RECYCLABLES AND PROHIBITED SOLID WASTE, BY DELETING THE REQUIREMENT THAT YARD WASTE BAGS EXHIBIT A YARD WASTE STICKER.**

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

Section 1. Section 230.090 of the Municipal Code of the City of University City, Missouri, relating to yard waste, recyclables and prohibited solid waste, is hereby amended by deleting the requirement that yard waste bags exhibit a yard waste sticker, so that said section, as so amended, shall read as follows:

Section 230.090. Yard Waste, Recyclables and Prohibited Solid Waste.

- A. All yard waste shall be separated from all other solid waste, and no person shall dispose of yard waste other than as permitted herein.
1. Leaves and grass clippings shall be stored in thirty (30) gallon biodegradable paper bags approved by the Director of Public Works and Parks. A limit of five (5) bags will be collected from a single household per week, unless prior approval is received from the Sanitation Department.
  2. All tree trimmings, hedge clippings and similar material shall be cut to lengths not to exceed four (4) feet and securely tied in bundles not more than two (2) feet thick before being deposited for collection. A limit of six (6) bundles will be collected from a single household per week. Ties should be heavy twine or similar material but not wire. The City will not collect tree stumps or tree trunks.
  3. Plastic bags shall not be used for yard waste.
- B. The City shall offer single-stream residential recycling services and shall provide separate recycling containers or roll-out carts. The Director of Public Works and Parks shall promulgate regulations regarding the City's recycling program.
- C. The City may offer collection services, or permit private contractor collections, for yard waste collection, in which case the Director of Public Works and Parks shall promulgate regulations regarding same or shall authorize the specific disposition of same, which may be at the cost of the disposer.

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

PASSED and ADOPTED this 10th day of March, 2025.

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MAYOR

ATTEST:

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CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

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CITY ATTORNEY



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



<b>NUMBER:</b> <i>For City Clerk Use</i>	<b>UB20250310-02</b>
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**SUBJECT/TITLE:**  
Solid Waste Rate Increase on All Units, effective April 1, 2025.

<b>PREPARED BY:</b> Keith Cole, Director of Finance	<b>DEPARTMENT / WARD</b> Finance / All
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<b>AGENDA SECTION:</b> Unfin Business - Bill 9565	<b>CAN ITEM BE RESCHEDULED?</b> No
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**CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:**  
City Manager recommends City Council approve the Solid Waste Rate Increase recommended by the Solid Waste Rate Study Task Force. City Manager concurs with recommendation.

**FISCAL IMPACT:**  
For the first 3 years, we anticipate approximately operating cash reserves of \$2,123,969 in 2025, \$1,975,470 in 2026, and \$1,648,752 in 2027.

<b>AMOUNT:</b>		<b>ACCOUNT No.:</b>	
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<b>FROM FUND:</b> Solid Waste Fund (08)	<b>TO FUND:</b> Solid Waste Fund (08)
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**EXPLANATION:**  
The Solid Waste Rate Study Task Force met on January 22, 2025. At this meeting, and after further discussion, the members all came to an agreement, and a motion was made and seconded, with unanimous approval, with a recommendation on Option 2 rate increase. Option 2 rate increase consists of an 8.4% rate increase in 2025, and a 3% Consumer Price Index (CPI) increase thereafter.

**STAFF COMMENTS AND BACKGROUND INFORMATION:**  
In 2018, the City retained MSW Consultants to evaluate and estimate a ten-year solid waste system full cost of service and to develop a rate recommendation for the next four fiscal years.  
On July 8, 2024, MSW Consultants, came to City Hall and presented their findings and recommendations during a Study Session. As a result of the Solid Waste Rate Study, a proposed resolution was brought forward to the Mayor/Council on the August 12, 2024, Council agenda for their consideration on the creation of a Task Force. Resolution 2024-10 was approved on the establishment of a Solid Waste and Recycling Rate Study Task Force.  
The Task Force was made up of the following members: Phil Eastin (Chair), Alice Boon, Cirri Moran, Susan Plassmeyer, Chris Blumenhorst, and Ted Slegesky.

<b>CIP No.</b>	
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**RELATED ITEMS / ATTACHMENTS:**  
1. Bill No. 9565  
2. Memorandum  
3. Rate Option 2

**LIST CITY COUNCIL GOALS (5):**  
Prudent Fiscal Management

<b>RESPECTFULLY SUBMITTED:</b> City Manager, Gregory Rose	<b>MEETING DATE:</b> March 10, 2025
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**INTRODUCED BY:**

**DATE:**

**BILL NO. 9565**

**ORDINANCE NO.**

**AN ORDINANCE AMENDING SECTION 230.110 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO SOLID WASTE COLLECTION FEES AND BILLING, BY INCREASING REFUSE COLLECTION RATES ON ALL UNITS.**

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

Section 1. Section 230.110 of the Municipal Code of the City of University City, Missouri, relating to solid waste collection fees and billing, is hereby amended by increasing the refuse collection rates on all units, so that said section, as so amended, shall read as follows:

Section 230.110. Fees and Billing.

- A. The City Council shall by ordinance from time to time establish and impose fees for the City's solid waste collection services to reimburse the City for the reasonable costs of service delivery and a schedule of such fees shall be maintained on file by the City Clerk. The Director of Finance may assess fees to reimburse the City for the costs of collection and disposal of prohibited solid waste, non-residential solid waste, nuisance abatement or other special services.

**University City Refuse Collection Rates Effective April 1, 2025**

Type	Monthly Rate
a. Single-family and two-family units with curb line pick up, per ninety (90) gallon cart.	\$19.50
Single-family and two-family, senior rate (available to a residential unit occupied by no more than two (2) persons, one (1) of whom is at least sixty-five (65) years of age), per unit, per sixty (60) gallon cart.	\$16.50
b. Single-family and two-family units with alley line mechanical box pickup, per unit.	\$22.10
Single-family and two-family, senior rate (available to a residential unit occupied by no more than two (2) persons, one (1) of whom is at least sixty-five (65) years of age), per unit).	\$18.67
c. Multi-family with three (3) or more units with curb line pickup, per unit, per ninety (90) gallon cart.	\$20.65
Multi-family with three (3) or more units with alley line mechanical box pickup, per unit.	\$17.60
Multi-family with three (3) or more units with mechanical box pickup and waste reduction, per unit.	\$12.10
d. Public or private institutions with City service	Rates to be determined based on service needs

B. All such fees shall be assessed against the owner of the property benefiting from the City's solid waste collection services. While the fees may be paid by others residing at the property, the owner of the property shall be ultimately responsible for assessed fees, and the owner shall have no defense under this Chapter that some other person is responsible for payment of the fees.

C. The Director of Finance shall be responsible for billing and collecting said fees and shall bill the same on a semi-annual or other basis in such method and manner as the Director of Finance deems most effective. The bill for a newly constructed residence shall be prorated for the first (1st) bill only. The Director of Finance shall enforce this Chapter to the extent provided herein and shall have the authority and responsibility to establish and revise regulations for such purposes.

D. Any owner receiving collection services from the City shall receive a credit against the fees imposed for each full month of unit vacancy, provided that:

1. The owner files an application for credit with the Director of Finance no later than forty-five (45) days prior to the end of the current billing period;
2. The unit has been registered with the City as a vacant property pursuant to Section 240.020 of this code;
3. The unit was vacant during the current billing period, and the vacancy lasted at least three (3) consecutive months, including any vacancy time that carried over from the previous billing period; and
4. No solid waste from the unit was collected by the City during the vacancy.

E. All refuse collection rates shall increase by three per cent (3%) effective March 1, 2026, and shall increase by three percent (3%) annually on first day of each March thereafter.

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

PASSED and ADOPTED this 10th day of March, 2025.

\_\_\_\_\_  
MAYOR

ATTEST:

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

CERTIFIED TO BE CORRECT AS TO FORM:

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



## Finance Department

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 863-0921

# MEMORANDUM

TO: Gregory Rose, City Manager

FROM: Keith Cole, Director of Finance

DATE: February 10, 2025

SUBJECT: Solid Waste Rate Study Task Force - Recommendation

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### Background:

In 2018, the City retained MSW Consultants to evaluate and estimate a ten-year solid waste system full cost of service and to develop a rate recommendation for the next four fiscal years.

On July 8, 2024, MSW Consultants, came to City Hall and presented their findings and recommendations during a Study Session.

As a result of the Solid Waste Rate Study, a proposed resolution was brought forward to the Mayor/Council on the August 12, 2024, Council agenda for their consideration on the creation of a Task Force. Resolution 2024-10 was approved on the establishment of a Solid Waste and Recycling Rate Study Task Force.

The Task Force was made up of the following members: Phil Eastin (Chair), Alice Boon, Cirri Moran, Susan Plassmeyer, Chris Blumenhorst, and Ted Slegesky.

The Task Force had its first meeting, December 17, 2024. MSW Consultants reviewed the final report on the Solid Waste Rate Study with the members and collaboration began.

The Task Force had its second meeting, January 22, 2025. At this meeting, and after further discussion, the members all came to an agreement, and a motion was made and seconded, with unanimous approval, with a recommendation on Option 2 rate increase.

There was a total of 3 rate options to review and analyze. To summarize, the 3 rate options are as follows:

1. Option 1: One-year rate increase with no Consumer Price Index (CPI) increase
2. **Option 2: One-year rate increase with CPI increases**
3. Option 3: Three-year phased in rate increases with no CPI increases

Questions, let me know.

Keith

Exhibit 6 Projected Rates - Yr 1 Increase then 3% CPI increase per year

Rate Option

Option 2

	% Increase									
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Single-Family and Two-Family Residential Collection</b>										
Single 90 Gal Refuse & Recycling 1x/wk	\$119.40	\$122.98	\$126.67	\$130.47	\$134.38	\$138.41	\$142.56	\$146.84	\$151.25	\$155.79
Two Family 90 Gal Refuse & Recycling 1x/wk	\$119.40	\$122.98	\$126.67	\$130.47	\$134.38	\$138.41	\$142.56	\$146.84	\$151.25	\$155.79
Single & Two Family 60 Gal Refuse & Recycling-Senior	\$101.40	\$104.44	\$107.57	\$110.80	\$114.12	\$117.54	\$121.07	\$124.70	\$128.44	\$132.29
Single 2x/wk Alley Dumpster Refuse & 1x/wk Recycling Cart	\$135.00	\$139.05	\$143.22	\$147.52	\$151.95	\$156.51	\$161.21	\$166.05	\$171.03	\$176.16
Two Family 2x/wk Alley Dumpster Refuse & 1x/wk Recycling Cart	\$135.00	\$139.05	\$143.22	\$147.52	\$151.95	\$156.51	\$161.21	\$166.05	\$171.03	\$176.16
Single 2x/wk Alley Dumpster Refuse & 1x/wk Recycling Cart-Senior	\$114.40	\$117.83	\$121.36	\$125.00	\$128.75	\$132.61	\$136.59	\$140.69	\$144.91	\$149.26
2x/yr Bulk Waste (inc. in above rates)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Yard Waste Collection	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Extra Cart (per Cart)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Bulk Waste Collection (\$25/Item up to 10 Items/Pickup)	\$30.00	\$30.90	\$31.83	\$32.78	\$33.76	\$34.77	\$35.81	\$36.88	\$37.99	\$39.13
Recycling Drop-off Center Charge (per Month)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

	% Increase									
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Multi-Family Residential Collection</b>										
3+ Units - Alley Mechanical Dumpsters 2x/wk - Refuse & Recycling	\$108.00	\$111.24	\$114.58	\$118.02	\$121.56	\$125.21	\$128.97	\$132.84	\$136.83	\$140.93
3+ Units - 90 Gal Refuse & Recycling 1x/wk	\$126.30	\$130.09	\$133.99	\$138.01	\$142.15	\$146.41	\$150.80	\$155.32	\$159.98	\$164.78
3+ Units Mechanical Dumpster & Waste Reduction (Twice per Year)	\$75.00	\$77.25	\$79.57	\$81.96	\$84.42	\$86.95	\$89.56	\$92.25	\$95.02	\$97.87

	% Increase											
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034		
<b>Commercial Refuse Containers Collection</b>												
One 90 Gal Cart 1x/wk (Twice per Year)	\$210.93	\$217.26	\$223.78	\$230.49	\$237.40	\$244.52	\$251.86	\$259.42	\$267.20	\$275.22		
Two 90 Gal Cart 1x/wk (Twice per Year)	\$325.27	\$335.03	\$345.08	\$355.43	\$366.09	\$377.07	\$388.38	\$400.03	\$412.03	\$424.39		
Three 90 Gal Cart 1x/wk (Twice per Year)	\$439.61	\$452.80	\$466.38	\$480.37	\$494.78	\$509.62	\$524.91	\$540.66	\$556.88	\$573.59		
Four 90 Gal Cart 1x/wk (Twice per Year)	\$553.96	\$570.58	\$587.70	\$605.33	\$623.49	\$642.19	\$661.46	\$681.30	\$701.74	\$722.79		
One 2 CY 1x/wk (Twice per Year)	\$540.28	\$556.49	\$573.18	\$590.38	\$608.09	\$626.33	\$645.12	\$664.47	\$684.40	\$704.93		
Two 2 CY 1x/wk (Twice per Year)	\$788.55	\$812.21	\$836.58	\$861.68	\$887.53	\$914.16	\$941.58	\$969.83	\$998.92	\$1,028.89		
One 2 CY 2x/wk (Twice per Year)	\$1,080.56	\$1,112.98	\$1,146.37	\$1,180.76	\$1,216.18	\$1,252.67	\$1,290.25	\$1,328.96	\$1,368.83	\$1,409.89		
Two 2 CY 2x/wk (Twice per Year)	\$1,577.11	\$1,624.42	\$1,673.15	\$1,723.34	\$1,775.04	\$1,828.29	\$1,883.14	\$1,939.63	\$1,997.82	\$2,057.75		
One 3 CY 1x/wk (Twice per Year)	\$615.75	\$634.22	\$653.25	\$672.85	\$693.04	\$713.83	\$735.24	\$757.30	\$780.02	\$803.42		
Two 3 CY 1x/wk (Twice per Year)	\$939.49	\$967.68	\$996.71	\$1,026.61	\$1,057.41	\$1,089.13	\$1,121.80	\$1,155.45	\$1,190.11	\$1,225.81		
One 3 CY 2x/wk (Twice per Year)	\$1,231.50	\$1,268.45	\$1,306.50	\$1,345.70	\$1,386.07	\$1,427.65	\$1,470.48	\$1,514.59	\$1,560.03	\$1,606.83		
Two 3 CY 2x/wk (Twice per Year)	\$1,878.98	\$1,935.35	\$1,993.41	\$2,053.21	\$2,114.81	\$2,178.25	\$2,243.60	\$2,310.91	\$2,380.24	\$2,451.65		
Two 3 CY 3x/wk (Twice per Year)	\$2,818.48	\$2,903.03	\$2,990.12	\$3,079.82	\$3,172.21	\$3,267.38	\$3,365.40	\$3,466.36	\$3,570.35	\$3,677.46		
One 4 CY 1x/wk (Twice per Year)	\$691.22	\$711.96	\$733.32	\$755.32	\$777.98	\$801.32	\$825.36	\$850.12	\$875.62	\$901.89		
Two 4 CY 1x/wk (Twice per Year)	\$1,090.43	\$1,123.14	\$1,156.83	\$1,191.53	\$1,227.28	\$1,264.10	\$1,302.02	\$1,341.08	\$1,381.31	\$1,422.75		
One 4 CY 2x/wk (Twice per Year)	\$1,382.44	\$1,423.91	\$1,466.63	\$1,510.63	\$1,555.95	\$1,602.63	\$1,650.71	\$1,700.23	\$1,751.24	\$1,803.78		
Two 4 CY 2x/wk (Twice per Year)	\$2,180.86	\$2,246.28	\$2,313.67	\$2,383.08	\$2,454.57	\$2,528.21	\$2,604.06	\$2,682.18	\$2,762.65	\$2,845.53		
One 4 CY 3x/wk (Twice per Year)	\$2,073.66	\$2,135.87	\$2,199.95	\$2,265.95	\$2,333.93	\$2,403.95	\$2,476.07	\$2,550.35	\$2,626.86	\$2,705.67		
One 4 CY 4x/wk (Twice per Year)	\$2,764.88	\$2,847.82	\$2,933.25	\$3,021.25	\$3,111.89	\$3,205.25	\$3,301.41	\$3,400.45	\$3,502.46	\$3,607.53		
Two 4 CY 4x/wk (Twice per Year)	\$4,361.72	\$4,492.57	\$4,627.35	\$4,766.17	\$4,909.16	\$5,056.43	\$5,208.12	\$5,364.36	\$5,525.29	\$5,691.05		
One 4 CY 5x/wk (Twice per Year)	\$3,456.09	\$3,559.78	\$3,666.57	\$3,776.57	\$3,889.87	\$4,006.57	\$4,126.77	\$4,250.57	\$4,378.09	\$4,509.43		
Two 4 CY 5x/wk (Twice per Year)	\$5,452.15	\$5,615.71	\$5,784.18	\$5,957.71	\$6,136.44	\$6,320.53	\$6,510.15	\$6,705.45	\$6,906.61	\$7,113.81		
One 4 CY 6x/wk (Twice per Year)	\$4,147.31	\$4,271.73	\$4,399.88	\$4,531.88	\$4,667.84	\$4,807.88	\$4,952.12	\$5,100.68	\$5,253.70	\$5,411.31		
Two 4 CY 6x/wk (Twice per Year)	\$6,542.58	\$6,738.85	\$6,941.02	\$7,149.25	\$7,363.73	\$7,584.64	\$7,812.18	\$8,046.55	\$8,287.95	\$8,536.59		

	2025		2026		2027		2028		2029		2030		2031		2032		2033		2034		
	% Increase		3.0%		3.0%		3.0%		3.0%		3.0%		3.0%		3.0%		3.0%		3.0%		
<b>Commercial Recycling Containers Collection</b>																					
2 CY 1x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2 CY 2x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2 CY 3x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2 CY 4x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2 CY 5x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2 CY 6x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
3 CY 1x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
3 CY 2x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
3 CY 3x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
3 CY 4x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
3 CY 5x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
3 CY 6x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4 CY 1x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4 CY 2x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4 CY 3x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4 CY 4x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4 CY 5x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4 CY 6x/wk (Twice per Year)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

	2025		2026		2027		2028		2029		2030		2031		2032		2033		2034		
	% Increase		3.0%		3.0%		3.0%		3.0%		3.0%		3.0%		3.0%		3.0%		3.0%		
<b>Temporary Container Services</b>																					
Refuse 3 CY Dumpster - Drop Off (10 Business Days)	\$100.00	\$103.00	\$106.09	\$109.27	\$112.55	\$115.93	\$119.41	\$122.99	\$126.68	\$130.48	\$134.27	\$138.05	\$141.83	\$145.61	\$149.39	\$153.17	\$156.95	\$160.73	\$164.51	\$168.29	
Refuse 3 CY Dumpster - Drop Off (Additional Rental Period)	\$40.00	\$41.20	\$42.44	\$43.71	\$45.02	\$46.37	\$47.76	\$49.19	\$50.67	\$52.19	\$53.71	\$55.23	\$56.75	\$58.27	\$59.80	\$61.32	\$62.84	\$64.36	\$65.88	\$67.40	
Refuse 3 CY Dumpster - Drop Off (Extra Empty)	\$60.00	\$61.80	\$63.65	\$65.56	\$67.53	\$69.56	\$71.65	\$73.80	\$76.01	\$78.29	\$80.61	\$82.98	\$85.40	\$87.87	\$90.39	\$92.95	\$95.56	\$98.12	\$100.73	\$103.39	
Recycling Dumpster - Drop Off (10 Business Days)	\$40.00	\$41.20	\$42.44	\$43.71	\$45.02	\$46.37	\$47.76	\$49.19	\$50.67	\$52.19	\$53.71	\$55.23	\$56.75	\$58.27	\$59.80	\$61.32	\$62.84	\$64.36	\$65.88	\$67.40	
Recycling Dumpster - Drop Off (Additional Rental Period)	\$10.00	\$10.30	\$10.61	\$10.93	\$11.26	\$11.60	\$11.95	\$12.31	\$12.68	\$13.06	\$13.43	\$13.81	\$14.19	\$14.58	\$14.97	\$15.37	\$15.77	\$16.17	\$16.58	\$16.98	
Recycling Dumpster - Drop Off (Extra Empty)	\$30.00	\$30.90	\$31.83	\$32.78	\$33.76	\$34.77	\$35.81	\$36.88	\$37.99	\$39.13	\$40.30	\$41.50	\$42.73	\$43.99	\$45.28	\$46.59	\$47.93	\$49.30	\$50.69	\$52.11	
Refuse 30 CY Roll-Off (10 Business Days, includes 1 Pull)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Refuse 30 CY Roll-Off (10 Business Day Drop and Pull)	\$330.00	\$339.90	\$350.10	\$360.60	\$371.42	\$382.56	\$394.04	\$405.86	\$418.04	\$430.58	\$443.47	\$456.71	\$470.31	\$484.27	\$498.60	\$513.31	\$528.40	\$543.87	\$559.73	\$575.98	
Refuse 30 CY Roll-Off (Disposal Charge) per Ton	\$60.17	\$61.98	\$63.84	\$65.76	\$67.73	\$69.76	\$71.85	\$74.01	\$76.23	\$78.52	\$80.87	\$83.28	\$85.75	\$88.28	\$90.86	\$93.49	\$96.17	\$98.91	\$101.70	\$104.54	
Refuse 30 CY Roll-Off (Additional Rental Period)	\$200.00	\$206.00	\$212.18	\$218.55	\$225.11	\$231.86	\$238.82	\$245.98	\$253.36	\$260.96	\$268.80	\$276.90	\$285.27	\$293.91	\$302.83	\$312.03	\$321.52	\$331.31	\$341.40	\$351.80	
Refuse 30 CY Roll-Off (Extra Empty, plus Tonnage Fee)	\$330.00	\$339.90	\$350.10	\$360.60	\$371.42	\$382.56	\$394.04	\$405.86	\$418.04	\$430.58	\$443.47	\$456.71	\$470.31	\$484.27	\$498.60	\$513.31	\$528.40	\$543.87	\$559.73	\$575.98	

EXHIBIT 7 - Projected Cash Flow - Yr. 1 increase + 3% CPI increases

Rate Option

Option 2

Operating Reserve Target Based on Days (%)

18.0%

Year	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Primary Customer Category Rate Increases</b>										
Single 90 Gal Refuse & Recycling 1x/wk	8.4%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
3+ Units-Alley Mechanical Dumpsters 2x/wk Refuse & Recycling	37.4%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Commercial Refuse Dumpsters	31-175% (varies by size&frequency)	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
<b>Projected Revenues</b>										
Rate Revenue	\$4,519,906	\$3,588,847	\$3,659,194	\$3,730,950	\$3,804,023	\$3,878,590	\$3,954,648	\$4,032,260	\$4,111,451	\$4,192,117
Other Financing - Interfund Loans	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected Expenses</b>										
Operating Expenses	\$3,955,902	\$3,737,346	\$3,985,912	\$3,913,448	\$3,981,287	\$4,073,660	\$4,344,700	\$4,472,636	\$4,480,717	\$4,570,106
CIP and Equipment Replacement	\$3,135,902	\$3,126,979	\$3,220,788	\$3,317,412	\$3,416,934	\$3,519,442	\$3,625,025	\$3,733,776	\$3,845,789	\$3,961,163
Debt Service	\$731,300	\$503,928	\$658,684	\$489,596	\$457,913	\$447,770	\$613,235	\$632,420	\$528,433	\$503,969
<b>Surplus (Deficit)</b>	<b>\$564,004</b>	<b>(\$148,499)</b>	<b>(\$326,718)</b>	<b>(\$182,499)</b>	<b>(\$177,264)</b>	<b>(\$195,070)</b>	<b>(\$390,052)</b>	<b>(\$440,376)</b>	<b>(\$369,266)</b>	<b>(\$377,988)</b>
<b>Operating Cash Reserves</b>										
<b>Beginning of Year</b>	\$1,559,965	\$2,123,969	\$1,975,470	\$1,648,752	\$1,466,253	\$1,288,989	\$1,093,919	\$703,868	\$263,492	(\$105,774)
Expenditures	(\$3,955,902)	(\$3,737,346)	(\$3,985,912)	(\$3,913,448)	(\$3,981,287)	(\$4,073,660)	(\$4,344,700)	(\$4,472,636)	(\$4,480,717)	(\$4,570,106)
Revenues	\$4,519,906	\$3,588,847	\$3,659,194	\$3,730,950	\$3,804,023	\$3,878,590	\$3,954,648	\$4,032,260	\$4,111,451	\$4,192,117
<b>End of Year</b>	<b>\$2,123,969</b>	<b>\$1,975,470</b>	<b>\$1,648,752</b>	<b>\$1,466,253</b>	<b>\$1,288,989</b>	<b>\$1,093,919</b>	<b>\$703,868</b>	<b>\$263,492</b>	<b>(\$105,774)</b>	<b>(\$483,762)</b>
Target End of Year	\$564,462	\$562,856	\$579,742	\$597,134	\$615,048	\$633,500	\$652,505	\$672,080	\$692,242	\$713,009
Excess Operating Cash Reserve	\$1,559,507	\$1,412,613	\$1,069,010	\$869,119	\$673,941	\$460,420	\$51,363	(\$408,588)	(\$798,016)	(\$1,196,772)
Operating Cash Reserve Level	68%	63%	51%	44%	38%	31%	19%	7%	-3%	-12%
Achieves Operating Reserve Target	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	FALSE	FALSE	FALSE