

MEMO *from the City Clerk's Office*

TO: Mayor and City Council
Russ Hawes

FROM: Laurie Asche, CMC/MRCC

DATE: October 12, 2018

SUBJECT: Substitute Bill 10681A

UNFINISHED BUSINESS – ITEM 1 – BILL 10681A

A Substitute Bill was drafted to include the following language:

- Section 1, language added at the end of the sentence after “conditions” to read, “including the right of the City Council to revoke the amendment allowing a drive-thru, pick-up only window if the drive-thru causes traffic congestion on Big Bend.”
- Section 1, Condition #24 added to read, “The City Council reserves the right to revoke this amendment allowing a drive-thru, pick-up only window if the drive-thru causes traffic congestion on Big Bend.”

The following motion will be required to bring the Substitute Bill on the floor for consideration:

Motion:

“I move to bring Substitute Bill 10681A on the floor for consideration.”

If you have questions, please let me know.

Cc: Georgia Ragland
John Hessel

<p>Laurie Asche, CMC/MRCC City Clerk City of Kirkwood • 139 S. Kirkwood Road • Kirkwood, MO 63122 Phone: (314) 822-5802 • Fax: (314) 822-5863 Email: aschelb@kirkwoodmo.org</p>



KIRKWOOD CITY COUNCIL AGENDA

Kirkwood City Hall

October 18, 2018 – 7:00 p.m.

Posted on October 12, 2018

Revised and Posted: October 16, 2018

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. INTRODUCTIONS AND RECOGNITIONS

1. Police Department:

- o Officer Chris Nelson
- o Rashad Akinyemi – promoted to Sergeant
- o Douglas Raymond – promoted to Captain

IV. PRESENTATIONS

V. PUBLIC HEARINGS

1. A request for a Special Use Permit for a motor vehicle repair facility and Site Plan for Plaza Tire at 915 S. Kirkwood Road

VI. PUBLIC COMMENTS – 3 MINUTE LIMIT PER PERSON

The Public Comments portion of the meeting is an opportunity for the City Council to listen to comments from citizens. It is not a question and answer session and the City Council will not respond to comments or answer questions during this period. The Mayor may refer any matter brought up to the City Council to the Chief Administrative Officer or City Clerk if action is needed.

VII. CONSENT AGENDA

All items within the Consent Agenda will be enacted by one motion of the Council with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a member of the City Council. The expenditures listed in the consent agenda are items already approved in the current city budget.

- a) Approval of the October 4, 2018 City Council Meeting Minutes
- b) Resolution 158-2018, authorizing and directing the Mayor to enter into an Agreement between EMS MC and the City of Kirkwood for the Missouri Ground Emergency Medical Transportation Uncompensated Cost Reimbursement Program
- c) Resolution 159-2018, appointing Pat Jones as an Alternate to the Board of Adjustment for a term to June 2021
- d) Resolution 161-2018, accepting the bid of Don Brown Chevrolet (pursuant to State of Missouri Cooperative Contract) for the purchase of a 2019 Chevrolet Tahoe Pursuit AWD SUV for the Police Department and authorizing and directing the Director of Procurement to issue a Purchase Order (\$35,882.60)
- e) Resolution 164-2018, accepting the proposal of Overhead Door Company for overhead door maintenance, repair, and installation for a term of one year with the option to renew annually for four consecutive years and authorizing and directing the Mayor to enter into contract (at the rates provided in the memo)



WHERE COMMUNITY AND SPIRIT MEET*

- f) Resolution 165-2018, transferring funds from multiple accounts to the Water Usage Charges Account to cover water use charges for the Aquatic Center (\$13,200)

VIII. UNFINISHED BUSINESS

1. Bill 10681A, granting a Special Use Permit amendment and amended Site Plan approval for a restaurant with drive-through and outdoor uses in conjunction with said restaurant use at 951 S. Kirkwood Road subject to certain conditions

IX. NEW BUSINESS

1. Bill 10682, appropriating funds from the Electric Fund to Account #501-2215-480.75.05, Project #EL1803, accepting the bid of Gerstner Electric for Kirkwood Road Signal Optimization and Interconnect Project #CMAQ-5502(605) and South Kirkwood Road-Nipher Middle School Safe Route to School Project #TAP-5502(607) and authorizing and directing the Mayor to enter into a contract (not to exceed amount of \$5,019,677)
2. Resolution 162-2018, authorizing and directing the Mayor to enter into an Agreement with Gallagher Benefit Services to utilize the Gallagher Marketplace for an online employee benefit portal
3. Resolution 163-2018, authorizing and directing the Mayor to enter into a Software Agreement with Businessolver to provide services for the online employee benefit portal through Gallagher Marketplace (at the rates set forth in the proposal)

X. CONSENT AGENDA ITEMS FOR DISCUSSION (IF ANY)

XI. CITY COUNCIL REPORTS

XII. CHIEF ADMINISTRATIVE OFFICER REPORTS

**Other Items may be added after the publication of the agenda. Please contact the City Clerk's Office at 822-5802 for any additional information that may have been added after the publication of the agenda.*

XIII. CITY ATTORNEY REPORTS

XIV. CITY CLERK REPORTS

1. Report of the October 17, 2018 Planning and Zoning Commission Meeting

**Other Items may be added after the publication of the agenda. Please contact the City Clerk's Office at 822-5802 for any additional information that may have been added after the publication of the agenda.*

XV. MEETING ADJOURNMENT

PLEASE NOTE: The next regular meeting of the Kirkwood City Council will take place at 7:00 p.m. on November 1, 2018.



WHERE COMMUNITY AND SPIRIT MEET™

UPCOMING PUBLIC HEARINGS

November 1, 2018

A request for amendments to the Zoning Code regarding the Definition section of the Zoning Code and the following regulations within the study area of the 2018 Downtown Master Plan and Parking Study:

- Parking lots in the B-1, B-2, B-4, B-5, and I-1 Zoning Districts
- Building Height in the B-2 Zoning District
- Frontage occupation requirements in the B-1, B-2, B-4, B-5, and I-1 Zoning Districts
- Front yard area requirements in the B-1, B-2, B-4, B-5, and I-1 Zoning Districts

CONTINUED ITEMS

NONE

TABLED ITEMS

Bill 10645, amending the provisions of the Municipal Code, Appendix A – Zoning, regarding Side Yard Setbacks in the R-3 Single Family Residential District

THE CITY OF KIRKWOOD IS INTERESTED IN EFFECTIVE COMMUNICATION FOR ALL PERSONS. PERSONS REQUIRING AN ACCOMMODATION TO ATTEND AND PARTICIPATE IN THE MEETING SHOULD CONTACT THE CITY CLERK AT 314-822-5802 AT LEAST 48 HOURS BEFORE THE MEETING. WITH ADVANCE NOTICE OF SEVEN CALENDAR DAYS, THE CITY OF KIRKWOOD WILL PROVIDE INTERPRETER SERVICES AT PUBLIC MEETINGS FOR LANGUAGES OTHER THAN ENGLISH AND FOR THE HEARING IMPAIRED. UPON REQUEST, THE MINUTES FROM THIS MEETING CAN BE MADE AVAILABLE IN AN ALTERNATE FORMAT, SUCH AS CD BY CALLING 314-822-5802.

PROCEDURE FOR PUBLIC HEARING

Mayor: At this time the council will recess to conduct a public hearing regarding:

A request for a Special Use Permit for a motor vehicle repair facility and Site Plan for Plaza Tire at 915 South Kirkwood Road

Mayor: Mr. Hessel, do you wish to enter any exhibits into the record?

Mayor: Mr. Hawes, who will present this issue to the City Council?

City Planner Jonathan Raiche

Mayor: Georgia, has anyone completed a card to speak regarding this proposal?

Mayor: Is there anyone in the audience that did not complete a card that wishes to speak regarding this issue? (Please be sure to fill out a card before you leave so your name and address is reflected in the record)

Mayor: Hearing no further discussion, the council will take this matter under advisement and consider the hearing to be recessed.



AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI
COUNTY OF ST. LOUIS

} S.S.

Before the undersigned Notary Public personally appeared **Chanel Jones** on behalf of **THE COUNTIAN, ST. LOUIS COUNTY** who, being duly sworn, attests that said newspaper is qualified under the provisions of Missouri law governing public notices to publish, and did so publish, the notice annexed hererto, starting with the **September 25, 2018** edition and ending with the **September 25, 2018** edition, for a total of 1 publications:

09/25/2018

**CITY OF KIRKWOOD
NOTICE OF PUBLIC HEARING**

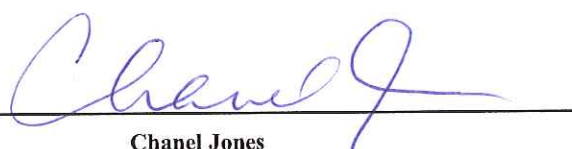
Before the City Council of
Kirkwood, Missouri

The Council of the City of Kirkwood will hold a public hearing in City Hall, 139 South Kirkwood Road, Kirkwood, Missouri at the hour of 7:00 p.m., Thursday, October 18, 2018 to consider the following:

A request for a Special Use Permit for a motor vehicle repair facility and Site Plan for Plaza Tire at 915 South Kirkwood Road

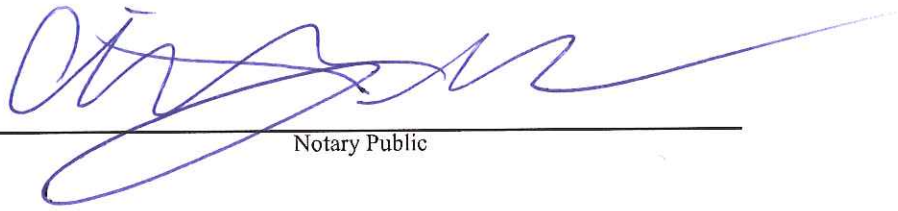
Laurie Asche, CMC/MRCC
City Clerk

The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as CD by calling 314-822-5802.
11625564 County Sep. 25, 2018



Chanel Jones

Subscribed & sworn before me this 25th day of Sep, 2018
(SEAL)



Notary Public

CHRISTINE BEEM
Notary Public - Notary Seal
State of Missouri
Commissioned for St. Louis City
My Commission Expires: January 25, 2022
Commission Number: 18401969



AFFIDAVIT OF PUBLICATION

City of Kirkwood

Attn: Betty Montano / Laurie Asche
City Clerk
139 S. Kirkwood Rd.
Kirkwood, MO 63122

I, Terry Cassidy, verify that the attached Public Hearing
Notice was published in the Webster-Kirkwood Times on
September 28, 2018.


Advertising Consultant



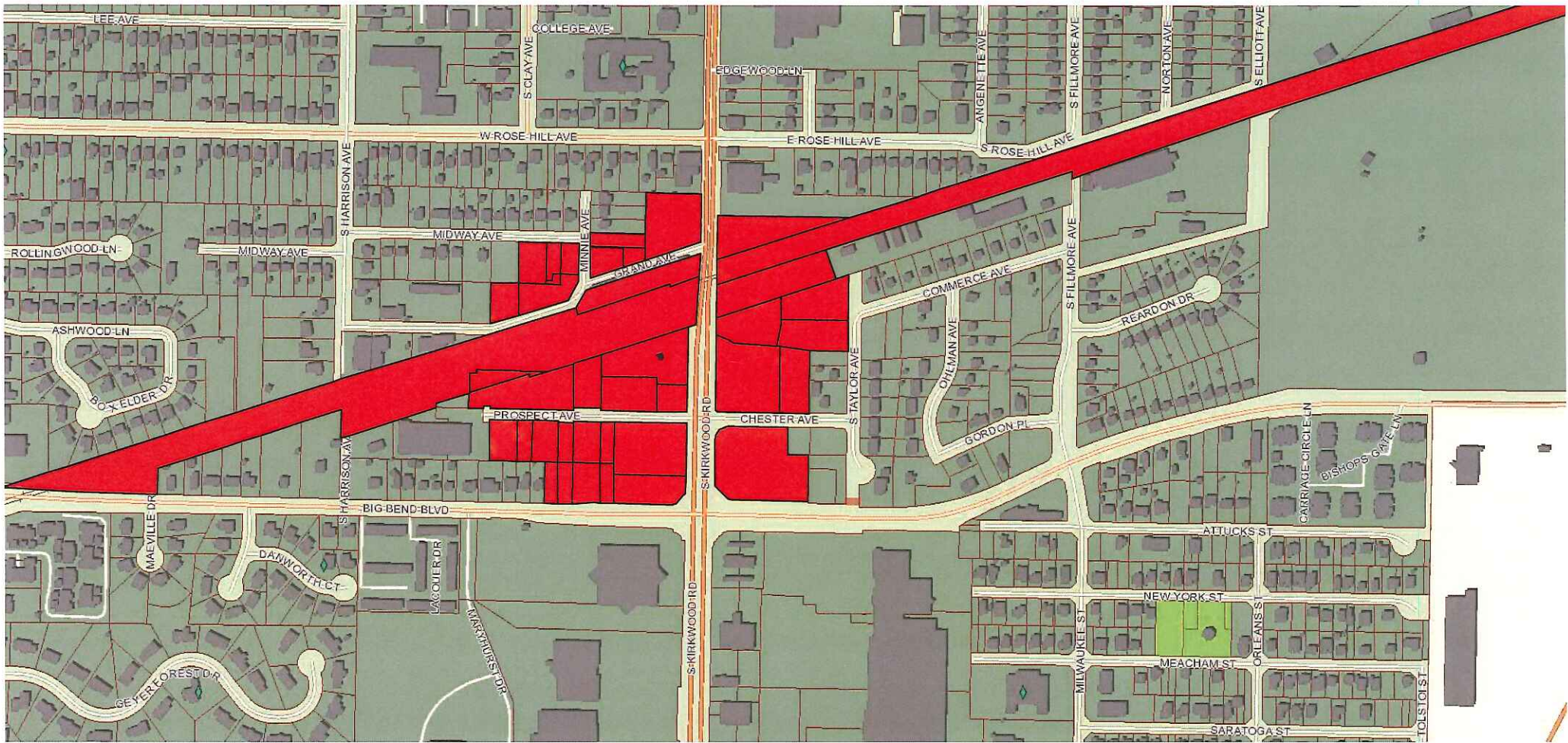
NOTICE OF
PUBLIC HEARING
before the City Council
of Kirkwood, MO

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Laurie Asche, CMC/MRCC
City Clerk

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PROPERTY OWNER
204 MIDWAY AVENUE
SAINT LOUIS, MO 63122

PROPERTY OWNER
509 LAKE AVENUE
SAINT LOUIS, MO 63119

PROPERTY OWNER
202 PROSPECT AVENUE
SAINT LOUIS, MO 63122

PROPERTY OWNER
3494 JEFFCO BLVD
ARNOLD, MO 63010

PROPERTY OWNER
840 S KIRKWOOD ROAD
SAINT LOUIS, MO 63122

PROPERTY OWNER
910 S KIRKWOOD RD, UNIT 100
SAINT LOUIS, MO 63122

PROPERTY OWNER
910 S KIRKWOOD RD
STE 120 & 120A
SAINT LOUIS, MO 63122

PROPERTY OWNER
906 S KIRKWOOD ROAD
SAINT LOUIS, MO 63122

PROPERTY OWNER
1519 LYNKIRK LN
SAINT LOUIS, MO 63122

PROPERTY OWNER
902 S KIRKWOOD RD, 140
SAINT LOUIS, MO 63122

PROPERTY OWNER
833 S KIRKWOOD ROAD
SAINT LOUIS, MO 63122

PROPERTY OWNER
207 PROSPECT AVENUE
SAINT LOUIS, MO 63122

PROPERTY OWNER
832 MINNIE AVENUE
SAINT LOUIS, MO 63122

PROPERTY OWNER
1819 VIRGINIA LN
SAINT LOUIS, MO 63122

PROPERTY OWNER
145 GRAND AVENUE
SAINT LOUIS, MO 63122

PROPERTY OWNER
902 S KIRKWOOD ROAD
SAINT LOUIS, MO 63122

PROPERTY OWNER
200 MIDWAY AVENUE
SAINT LOUIS, MO 63122

PROPERTY OWNER
701 E MONROE AVENUE
SAINT LOUIS, MO 63122

PROPERTY OWNER
828 S HARRISON AVENUE
SAINT LOUIS, MO 63122

PROPERTY OWNER
32 CEDARBROOK LN
SAINT LOUIS, MO 63122

PROPERTY OWNER
1253 DOUGHERTY FERRY RD
SAINT LOUIS, MO 63122

PROPERTY OWNER
680 GREENVIEW DR
SAINT LOUIS, MO 63122

PROPERTY OWNER
3771 PORTLAND TRAIL DR
SUWANEE, GA 30024

PROPERTY OWNER
10741 BIG BEND BLVD
SAINT LOUIS, MO 63122

PROPERTY OWNER
1800 CHESWICK PL
SAINT LOUIS, MO 63122

PROPERTY OWNER
910 WOOD AVENUE
SAINT LOUIS, MO 63122

PROPERTY OWNER
910 S KIRKWOOD RD, #130
SAINT LOUIS, MO 63122

PROPERTY OWNER
6767 N HANLEY RD
SAINT LOUIS, MO 63134



WHERE COMMUNITY AND SPIRIT MEET

September 20, 2018

Russell B. Hawes
Chief Administrative Officer

At the September 19, 2018, meeting of the Planning and Zoning Commission, the following action was taken:

1. The Commission recommended a one-year extension on the Site Plan approval for a building addition and parking lot expansion for The Dental Suite at 204 South Clay Avenue and 142 West Madison Avenue.
2. The Commission recommended approval of a Special Use Permit for a motor vehicle repair facility and of the Site Plan for Plaza Tire at 915 South Kirkwood Road.
3. The Commission recommended approval of amendments to the Zoning Code regarding parking lots in the B-1, B-2, B-4, B-5, and I-1 Zoning Districts within the study area of the 2018 Downtown Master Plan and Parking Study.
4. The Commission recommended approval of an amendment to the Zoning Code to measure height in stories and not by feet or Floor Area Ratio in the B-2 Zoning District.

The next meeting will be held on October 3 at 7 p.m.

Respectfully submitted,

CITY OF KIRKWOOD

Allen Klippel, Chair
Planning and Zoning Commission

**CITY OF KIRKWOOD
PLANNING AND ZONING COMMISSION
SUBCOMMITTEE REPORT
SEPTEMBER 19, 2018**

PETITION NUMBER: PZ-06-19

ACTION REQUESTED: SPECIAL USE PERMIT (MOTOR VEHICLE REPAIR, MINOR) AND SITE PLAN REVIEW – PLAZA TIRE

PROPERTY OWNER: ANDREW SCHMITZ

APPLICANT: PLAZA TIRE SERVICE, INC. & RHODES DEVELOPMENT CO. LLC

APPLICANT'S AGENT: MARK DOERING, DOERING ENGINEERING

PROPERTY LOCATION: 915 SOUTH KIRKWOOD ROAD

ZONING: I-1, LIGHT INDUSTRIAL DISTRICT

DRAWINGS SUBMITTED: FLOOR PLAN STAMPED "RECEIVED JUNE 29, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT"

SITE PLAN PREPARED BY DOERING ENGINEERING STAMPED "RECEIVED SEPTEMBER 4, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT"

TREE STUDY PREPARED BY DROEGE TREE CARE, STAMPED "RECEIVED AUGUST 22, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT"

LIGHTING PLAN PREPARED BY LITHONIA LIGHTING, STAMPED "RECEIVED SEPTEMBER 5, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT"

DESCRIPTION OF PROJECT:

The applicant is requesting a Special Use Permit and Site Plan approval for the redevelopment of the commercial site located at 915 South Kirkwood Road to operate a "motor vehicle repair, minor" business. The redevelopment would include demolition of the existing building and construction of a new building, parking lot, and landscaping. The proposal includes a new approximately 6,400 gross square foot, 1-story building with 8 service bays. Hours of operation have been listed by the applicant as 7am – 7:30pm Monday through Saturday and 10am – 6pm on Sunday.

Along with their request, the applicant has decided to request a modification per Section 220.2 of the Zoning Code regarding the parking requirement. For this use category, the Zoning Code requires 5 spaces per service bay, 1 space per employee on the maximum shift, and 1 space per vehicle used in the conduct of business which would result in a requirement of 48 parking spaces. The proposed plan is 10 spaces short of meeting the requirement with 38 parking spaces provided. The applicant has submitted the following items for consideration regarding the modification:

1. By not providing the additional 10 parking spaces, the amount of impervious area is decreased which reduces the potential negative storm water impact.
2. A sidewalk connection of approximately 110 linear feet will be provided at the applicant's expense along Kirkwood Road from the subject site southward connecting to Prospect Avenue.

COMPREHENSIVE PLAN, LAND USE AND ZONING:

The site is designated as Transition Mix Use on the EnVision Kirkwood 2035 Future Land Use Map. Development types discussed in this land use include regional/neighborhood commercial. The proposed development is consistent with the uses listed.

The subject property is zoned I-1, Light Industrial District. The proposed use, Motor Vehicle Repair - Minor, is a special use in this district which is why the applicant has applied for a Special Use Permit.

Surrounding land uses and zoning include the following:

To the north: Across the railroad tracks, the property is zoned I-1 with light industrial/commercial use.

To the south: The site is vacant except for a billboard and is zoned I-1.

To the east: Across Kirkwood Road, the properties are zoned I-1 with a mixture of office and industrial/commercial uses.

To the west: There are office and light industrial uses zoned I-1.

DEPARTMENTAL/AGENCY COMMENTS:

Electric: Not in service area.

Water: No Comments.

Engineering:

1. The southern entrance should be eliminated or limited to right-out only to improve pedestrian safety and reduce congestion/conflict from left-in turning movements.
2. Sidewalks shall be terminated in a manner compliant with ADA/PROWAG.
3. MoDOT approval is required prior to issuance of permits.
4. MSD approval is required prior to issuance of permits.
5. MDNR permit is required if disturbing more than 1 acre.

Building/Fire:

1. A flow test is required.
2. The site is to be cleaned up and landscaping provided as required by Code.

Forester: No Comments.

SITE ELEMENTS ANALYSIS:

Structure & Parking (Modification)

The proposed building is located approximately in the middle of the property and meets all structure setbacks required by the Zoning Code. The majority of the site will be used for parking area and site circulation occurring on all sides of the proposed building. An area with existing vegetation is proposed to remain in the rear yard area.

As previously mentioned, the proposal includes 38 parking spaces as opposed to the 48 parking spaces required by the Zoning Code. While the justification about decreasing the impervious area is true, the plans indicate that the current disturbed area will not trigger water quality treatment features by MSD. The applicant's engineer indicated that they would not likely be able to provide all 48 spaces on site with the size of the current proposed building. The Subcommittee asked Staff to conduct a representative survey of existing auto repair/tire shops related to parking provided. This survey of 7 other tire shops

throughout Kirkwood indicated that the average parking provided was 5.2 parking spaces per bay (See the following chart).

Tire Shop (Location)	# of Service Bays	Approx. # of Parking Spaces	Parking Space / Bay
Combs Auto Tire (10512 Big Bend)	7	65	9.3
Greentree Tire & Auto (621 W Woodbine)	3	27	9
Zisser Tire (501 W. Essex)	6	30	5
Autotire (11202 Manchester)	5	21	4.2
CarX Tire & Auto (11139 Manchester)	4	13	3.3
National Tire & Battery (10855 Manchester)	6	23	3.8
Firestone (10160 Manchester)	10	35	3.5
Average	5.9	30.6	5.2

While there are many other auto service oriented businesses in Kirkwood, the chart represents the main businesses that appear to focus on tire services similar to the proposed user. The subcommittee realizes that applying existing rates from potentially legally non-conforming businesses to a new business does not substitute for the actual code requirements. However, the subcommittee believes this information provides relevant context for the modification that is being requested.

If the average above is applied to the subject property, 40 parking spaces would be provided and the proposal would then be under-parked by 2 spaces. The subcommittee finds that when considering the information in the chart above in conjunction with the approximately 110 feet of additional sidewalk that will be provided at the developer's cost, the modification for a parking reduction is justified. The proposal to include additional sidewalk along Kirkwood Road is an added benefit to the community to help improve pedestrian access in this area which achieves objective #6 under Section 220.2 to a greater extent than required by code.

Site Access & Traffic Management

The EnVision Kirkwood 2035 plan calls for the "inclusion of traffic management principles for improved commercial traffic circulation" within the Transition Mix Use area. Similarly, the City recently conducted a commercial market analysis of the Kirkwood Road & Big Bend Road sub-area that included a transportation analysis. When speaking about the subject property the analysis states, "as this parcel is redeveloped, these access points should be reduced in width and consolidated (if deemed feasible through study)". During the on-site subcommittee meeting on July 25th, there was also a concern mentioned regarding the informal use of the current site as a turn-around due to the dual access point configuration.

Based on these facts, City Staff provided a comment to the applicant that the proposed southern entrance on Kirkwood Road should be eliminated. In conversation with MoDOT and City Staff, MoDOT stated that they would support this restriction. MoDOT also offered the possibility of constructing the southern entrance as a right-out only exit. City Staff believes this option would also be acceptable. The Kirkwood Fire Marshal has indicated that there is adequate area for their equipment to maneuver around the site without the need for two access points.

During an additional subcommittee meeting held on August 31, 2018, there was conversation related to the concerns related to the proposed driveways. The applicant ultimately responded to the access management concerns by offering a compromise of prohibiting a left-turn into the site at the northern entrance and prohibiting a left-turn out of the site at the southern entrance. While this does not eliminate the potential vehicular and pedestrian conflicts to the extent that eliminating the southern drive completely would, the subcommittee sees this as a favorable improvement to the existing

conditions and a compromise from the original proposal. A revised Site Plan was submitted on September 4, 2018 indicating these restrictions.

Landscaping

The Tree Study provided indicates that trees #8 and #9 might be in a location that can be saved. While awaiting reconsideration of this by the applicant, a condition has been added to allow for this consideration. The applicant is providing a combination of canopy trees, evergreen trees, and shrubs around the perimeter of the proposed parking area. The proposed plan includes approximately 1,000 sf of interior parking lot open space which exceeds the requirement of 800 sf.

Lighting

A revised lighting plan was provided on September 4, 2018 which addressed Staff's outstanding comments. The proposed plan includes 3 pole-mounted LED fixtures and 10 building-mounted LED fixtures designed to meet the requirements of the Zoning Code.

DISCUSSION:

Zoning Matters signs were placed on the property on July 12, 2018. The request was introduced at the Planning & Zoning Commission meeting on July 18, 2018. On-site subcommittee meetings were subsequently held on July 25th and August 31st. A list of attendees of the subcommittee meetings can be seen in Exhibit B. At the subcommittee meetings, the following items were discussed:

1. The informal use of the property for conducting "u-turns" for Kirkwood Road traffic.
2. The number of proposed parking spaces related to proposed service bays.
3. The ability to extend the sidewalk to Prospect Avenue.
4. A request for Staff to research parking ratios for other similar tire shops.
5. Safety of the proposed driveway entrances.

These items have been discussed throughout the report and outstanding items have been included in conditions in the Recommendation section of this report.

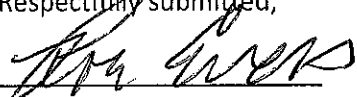
RECOMMENDATION:

The Subcommittee recommends that this application be **approved** with the following conditions:

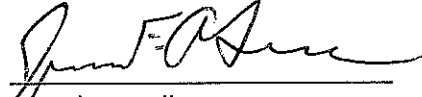
1. The project shall be constructed and maintained in accordance with the plans referenced in the Drawing Submitted portion of this report, except as noted herein.
2. Based upon the justification submitted per Section 220.2, the requested modification from 48 parking space required to 38 parking spaces shall be granted. This modification is contingent upon the approximate 110 linear feet of off-site sidewalk being provided at the applicant's expense to connect the site to Prospect Avenue.
3. All proposed public sidewalks shall be constructed so that they terminate in a manner compliant with ADA/PROWAG.
4. Site plan approval from MoDOT including, but not limited to, the proposed restrictions on the entrances is required prior to issuance of permits. The proposed restrictions being (1) prohibition of a left turn out of the site at the southern entrance and (2) prohibition of a left turn into the site at the northern entrance.
5. If applicable, proper ground disturbance permits through MDNR shall be obtained prior to issuance of permits from the City.
6. The applicant shall re-evaluate whether trees #8 and #9 can be preserved. If said trees can be preserved, the Tree Study and Landscape Plans shall be revised to reflect this change prior to issuance of permits.

7. The applicant shall comply with all standard conditions as listed in Exhibit A.

Respectfully submitted,



Ron Evens



Jim O'Donnell

EXHIBIT A
STANDARD CONDITIONS

1. A performance guarantee in the form of a cash deposit or letter of credit in an amount approved by the Public Services Department and an administrative fee (10% of the first \$10,000 and 2% of the remaining balance of the performance guarantee) shall be submitted within one year of approval and prior to the issuance of a foundation letter or building permit to insure the completion of the proposed improvements, utilities and landscaping; to replace public improvements damaged by construction activities (sidewalks, curbs, etc.); and to guarantee significant trees designated to be saved. The letter of credit shall be in effect for a minimum of two years and may be extended in minimum six-month intervals as approved by the Department of Public Services. The Letter of Credit shall be drawn from a St. Louis area bank.
2. Storm water management plans shall be submitted to Metropolitan Sewer District (MSD) and City for review and approval prior to the issuance of a grading, foundation or building permit. Storm water greater than one c.f.s. shall not be directed across the public sidewalk or driveway entrances.
3. Sanitary sewer plan shall be approved by MSD prior to the issuance of a foundation letter or building permit.
4. Parking lot entrances shall be 7" thick concrete and ADA compliant.
5. The water system shall meet the requirements of the Kirkwood Fire and Water Departments. The Fire Department shall approve the water flow for the project. If satisfactory water flow is not available from the existing water system in accordance with City policy, the applicant shall install the necessary mains and accessories.
6. If applicable, a grading permit shall be obtained from the Public Services Department in accordance with the Kirkwood Code of Ordinances prior to any grading on the site. The grading permit shall include a grading plan in accordance with the Code of Ordinances.
7. Erosion and sediment control devices shall be sufficient to protect all off-site property from siltation and shall be installed prior to beginning of any grading or construction. The siltation control measures shall be installed and approved by the Public Services Department prior to issuance of a building permit. These devices shall be maintained during the construction activities.
8. During excavation and construction activities, the area of the site that is disturbed for this project shall be fully enclosed by a 6-foot high chain link fence to prevent the entry of unauthorized persons. The gate for the fence shall be locked during non-working hours.
9. No parking of construction trailers, material storage, equipment storage or construction equipment is authorized on the public streets at any time.
10. An accessible route in compliance with ADA standards shall be provided from the proposed accessible parking spaces to the accessible entrance of the building.
11. All rooftop equipment, air-conditioning units and mechanical equipment shall be completely screened from view of adjoining properties and public right-of-way.

12. The Architectural Review Board shall approve all signs and building architecture prior to the issuance of any building permits.

EXHIBIT B
Subcommittee Meeting Attendees
July 25, 2018 & August 31, 2018

P&Z Subcommittee Meeting

Date:

July 29, 2018

Location:

915 S. Kirkwood Rd

Name	Organization
Scott Rades	PCA Tree Service / Rades Des
Leo Meyer	Kirkwood Fire
Russ Todd	Deputy City Bldg Comr
Amy Lowry	ASST City Planner
MARK DOERING	DOERING ENG.
Aron Klippel	P&Z
KON EVENS	P&Z
JIM O'DONNELL	P&Z
Robb Prosten	Spencer Fane LLP

PZ-6-19

P&Z Subcommittee Meeting

Date:

2/31/18

Location:

City Hall

Name	Organization
RON EVENS	P+Z
TEO DUNKMANN	CITY
Sam Rhodes	Plaza Tree Service
Robb Arcton	Spencer Fane LLP
Scott Rhodes	Plaza Tree Service
Hunter Alexander	NAI DRSCO
Bill Barnes	NAI DRSCO
Peter Shzaban	NAI DRSCO
Jim O'Rourke	P+Z
Jessica Peale	City

BILL

ORDINANCE

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AND SITE PLAN APPROVAL FOR MOTOR VEHICLE REPAIR (MINOR) AT 915 SOUTH KIRKWOOD ROAD SUBJECT TO CERTAIN CONDITIONS.

WHEREAS, Plaza Tire Service Inc. & Rhodes Development Co. LLC made application (PZ-6-19) for a Special Use Permit and Site Plan approval for the purpose of redeveloping the subject property to be utilized for motor vehicle repair (minor) to be located at 915 South Kirkwood Road; and

WHEREAS, the Planning and Zoning Commission did on the 19th day of September, 2018, by adopting the Planning and Zoning Commission Report dated September 19, 2018, (attached hereto as Exhibit "A" and incorporated by reference herein), recommend the granting of said Special Use Permit and Site Plan approval subject to certain conditions and did find that granting of said permit and site plan approval would not substantially increase traffic hazards or congestion, would not substantially increase fire hazards, would not adversely affect the character of the neighborhood, would not adversely affect the general welfare of the community, and would not overtax public utilities, and that granting such permit would be consistent with the zoning laws; and

WHEREAS, the Council did on the 18th day of October, 2018, hold a public hearing with respect to such application after duly advertising and giving proper notice of such hearing and does find that the granting of such permit and site plan approval, subject to certain conditions, would not substantially increase traffic hazards or congestion, would not substantially increase fire hazards, would not adversely affect the character of the neighborhood, would not adversely affect the general welfare of the community, and would not overtax public utilities; and

WHEREAS, the Council does further find that the general welfare requires that such permit be subject to the conditions hereinafter set out.

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

SECTION 1. A Special Use Permit and Site Plan approval for motor vehicle repair (minor) is granted on the property known as 915 South Kirkwood Road subject to the following conditions:

1. The project shall be constructed and maintained in accordance with the Site Plan stamped "Received September 4, 2018, City of Kirkwood Public Works Department", the Tree Study stamped "Received August 22, 2018, City of Kirkwood Public Works Department", and the Lighting Plan stamped "Received September 5, 2018, City of Kirkwood Public Works Department", except as noted herein.
2. A performance guarantee in the form of a cash deposit or letter of credit in an amount approved by the Public Services Department and an administrative fee (10% of the first

\$10,000 and 2% of the remaining balance of the performance guarantee) shall be submitted within one year of approval and prior to the issuance of a foundation letter or building permit to insure the completion of the proposed improvements, utilities and landscaping; to replace public improvements damaged by construction activities (sidewalks, curbs, etc.); and to guarantee significant trees designated to be saved. The letter of credit shall be in effect for a minimum of two years and may be extended in minimum six-month intervals as approved by the Department of Public Services. The Letter of Credit shall be drawn from a St. Louis area bank.

3. Based upon the justification submitted per Section 220.2, the requested modification from 48 parking space required to 38 parking spaces shall be granted. This modification is contingent upon the approximate 110 linear feet of off-site sidewalk being provided at the applicant's expense to connect the site to Prospect Avenue.
4. All proposed public sidewalks shall be constructed so that they terminate in a manner compliant with ADA/PROWAG.
5. Site plan approval from MoDOT including, but not limited to, the proposed restrictions on the entrances is required prior to issuance of permits. The proposed restrictions being (1) prohibition of a left turn out of the site at the southern entrance and (2) prohibition of a left turn into the site at the northern entrance.
6. If applicable, proper ground disturbance permits through MDNR shall be obtained prior to issuance of permits from the City.
7. The applicant shall re-evaluate whether trees #8 and #9 can be preserved. If said trees can be preserved, the Tree Study and Landscape Plans shall be revised to reflect this change prior to issuance of permits.
8. All new curb is required to be 18" concrete barrier curb.
9. Storm water management plans shall be submitted to Metropolitan Sewer District (MSD) and City for review and approval prior to the issuance of a grading, foundation or building permit. Storm water greater than one c.f.s. shall not be directed across the public sidewalk or driveway entrances.
10. If applicable, sanitary sewer plan shall be approved by MSD prior to the issuance of a foundation letter or building permit.
11. Parking lot entrances shall be 7" thick concrete and ADA compliant.
12. The water system shall meet the requirements of the Kirkwood Fire and Water Departments. The Fire Department shall approve the water flow for the project. If satisfactory water flow is not available from the existing water system in accordance with City policy, the petitioner shall install the necessary mains and accessories.
13. If applicable, a grading permit shall be obtained from the Public Services Department in accordance with the Kirkwood Code of Ordinances prior to any grading on the site. The grading permit shall include a grading plan in accordance with the Code of Ordinances.

14. During excavation and construction activities, the area of the site that is disturbed for this project shall be fully enclosed by a 6-foot high chain link fence to prevent the entry of unauthorized persons. The gate for the fence shall be locked during non-working hours.
15. No parking of construction trailers, material storage, equipment storage, or construction equipment is authorized on the public streets at any time.
16. Enclosures are required to screen all dumpsters, grease receptacles, and similar items on the site and shall be constructed of sight-proof materials (e.g. masonry, split-faced concrete masonry units, etc.) similar or complementary to the main building and not less than six feet in height. Latching gates of similar or complementary materials shall be required to completely enclose the dumpster.
17. An accessible route in compliance with ADA standards shall be provided from the proposed accessible parking spaces to the accessible entrance of the building.
18. All rooftop equipment, air-conditioning units and mechanical equipment shall be completely screened from view of adjoining properties and public right-of-way.
19. The Architectural Review Board shall approve all signs and building architecture prior to the issuance of any building permits.

SECTION 2. Erosion and sediment control devices shall be sufficient to protect all off-site property from siltation and shall be installed prior to beginning of any grading or construction. The siltation control measures shall be installed and approved by the Public Services Department prior to issuance of any permit. These devices shall be maintained during the construction activities. Failure to maintain these devices authorizes the Public Services Department to issue a Stop Work Order for the building permit until such devices are restored.

SECTION 3. The approval of this special use permit and site plan shall not authorize any person to unreasonably alter, increase, or redirect the surface water run off so as to cause harm to any person or property.

SECTION 4. The premises and improvements as approved by this special use permit and site plan shall be in good working order and maintained in good repair at all times.

SECTION 5. The applicant by accepting and acting under the special use permit and site plan herein granted accepts the permit subject to the reservations, restrictions, and conditions set forth in the Code of Ordinances and in this Ordinance and agrees to comply with each provision subject to the penalties prescribed under Section 1-8 of the Code of Ordinances and subject to revocation of this permit in the event such provisions are not complied with.

SECTION 6. The applicant further agrees by accepting and acting under this special use permit and site plan herein granted that this ordinance does not grant applicant any special rights, privileges, or immunities.

SECTION 7. This ordinance shall become null and void in the event the petitioner does not obtain a building permit within one year of the passage of this ordinance.

SECTION 8. The applicant and her successors and assigns by accepting and acting under the approval herein granted accepts the approval subject to the condition that failure to abate any violation of this approval or any provisions of the Code of Ordinances of the City of Kirkwood within five (5) days after notice by hand delivery or first-class mail shall result in an administrative investigation fee of \$500 due to the City of Kirkwood. An invoice shall be issued. A Stop Work Order to cease all work on the premises except such work as directed by the Public Services Director to abate the violation may be issued for any work on the premises until the investigation fee is paid in full. The City may demand payment of said fee from the holder of the letter of credit, any bond, or escrow if not paid within 30 days of the invoice.

SECTION 9. This ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS day of _____, 2018.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Introduced:
1st Reading:
2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 10/18/2018

Step #1:

Strategic Plan NO

Goal # & Title

Background To Issue:

The applicant is requesting a Special Use Permit and Site Plan approval to redevelop the site at 915 South Kirkwood Road to operate a Motor Vehicle Repair (Minor) business. The site is currently occupied by Roots and Blooms. The existing building is proposed for demolition with redevelopment of the entire site.

The request includes a modification to the parking requirement. Additional information regarding this request and the justification offered for that modification can be found in the attached Subcommittee Report. There was also a significant amount of discussion at the Planning & Zoning Commission level regarding the proposed access points. Ultimately, the Subcommittee and larger Commission felt that the proposed access points were an improvement to the existing conditions and an compromise from Staff's original request to eliminate one of the two proposed access points. Additional information on this discussion is also included in the subcommittee report.

Recommendations and Action Requested:

The Planning & Zoning Commission recommended approval of the request subject to conditions as amended and included in the subcommittee report by a vote of 7-0. Consideration of the Special Use Permit and Site Plan and a vote on the proposed ordinance is requested.

Alternatives Available:

Cost: \$0.00

Account #: 0

Project #:

Budgeted: YES

If YES, Budgeted Amount: \$0.00

If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

BY: Jonathan Raiche

Date: 9/26/2018

Authenticated: raichejd

You can attach up to 3 files along with this request.



2018-10-18 PZ-6-19 CC
Packet.pdf
Adobe Acrobat Document
9.68 MB



2018-09-05 PZ-6-19 Report
Amended SIGNED.pdf
Adobe Acrobat Document
8.07 MB



2018-10-17 PZ-6-19
Ordinance.doc
Microsoft Word 97 - 2003
Document
45.5 KB

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval)**.

Select...

Purchasing Director's Comments:

BY: Select...


Date:

Authenticated:

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #3: If budgetary approval is required **(Must have Finance Department's approval)**.

Select...

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

BY: Select...

Date:

Authenticated:

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve

Diasapprove

Chief Administrative Officer's Comments:

BY:



Date:

10-11-18



**CITY OF KIRKWOOD
PLANNING AND ZONING COMMISSION
SUBCOMMITTEE REPORT
SEPTEMBER 19, 2018**

PETITION NUMBER: PZ-06-19

ACTION REQUESTED: SPECIAL USE PERMIT (MOTOR VEHICLE REPAIR, MINOR) AND SITE PLAN REVIEW – PLAZA TIRE

PROPERTY OWNER: ANDREW SCHMITZ

APPLICANT: PLAZA TIRE SERVICE, INC. & RHODES DEVELOPMENT CO. LLC

APPLICANT'S AGENT: MARK DOERING, DOERING ENGINEERING

PROPERTY LOCATION: 915 SOUTH KIRKWOOD ROAD

ZONING: I-1, LIGHT INDUSTRIAL DISTRICT

DRAWINGS SUBMITTED: FLOOR PLAN STAMPED "RECEIVED JUNE 29, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT"

SITE PLAN PREPARED BY DOERING ENGINEERING STAMPED "RECEIVED SEPTEMBER 4, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT"

TREE STUDY PREPARED BY DROEGE TREE CARE, STAMPED "RECEIVED AUGUST 22, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT"

LIGHTING PLAN PREPARED BY LITHONIA LIGHTING, STAMPED "RECEIVED SEPTEMBER 5, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT"

DESCRIPTION OF PROJECT:

The applicant is requesting a Special Use Permit and Site Plan approval for the redevelopment of the commercial site located at 915 South Kirkwood Road to operate a "motor vehicle repair, minor" business. The redevelopment would include demolition of the existing building and construction of a new building, parking lot, and landscaping. The proposal includes a new approximately 6,400 gross square foot, 1-story building with 8 service bays. Hours of operation have been listed by the applicant as 7am – 7:30pm Monday through Saturday and 10am – 6pm on Sunday.

Along with their request, the applicant has decided to request a modification per Section 220.2 of the Zoning Code regarding the parking requirement. For this use category, the Zoning Code requires 5 spaces per service bay, 1 space per employee on the maximum shift, and 1 space per vehicle used in the conduct of business which would result in a requirement of 48 parking spaces. The proposed plan is 10 spaces short of meeting the requirement with 38 parking spaces provided. The applicant has submitted the following items for consideration regarding the modification:

1. By not providing the additional 10 parking spaces, the amount of impervious area is decreased which reduces the potential negative storm water impact.
2. A sidewalk connection of approximately 110 linear feet will be provided at the applicant's expense along Kirkwood Road from the subject site southward connecting to Prospect Avenue.

COMPREHENSIVE PLAN, LAND USE AND ZONING:

The site is designated as Transition Mix Use on the EnVision Kirkwood 2035 Future Land Use Map. Development types discussed in this land use include regional/neighborhood commercial. The proposed development is consistent with the uses listed.

The subject property is zoned I-1, Light Industrial District. The proposed use, Motor Vehicle Repair - Minor, is a special use in this district which is why the applicant has applied for a Special Use Permit.

Surrounding land uses and zoning include the following:

To the north: Across the railroad tracks, the property is zoned I-1 with light industrial/commercial use.

To the south: The site is vacant except for a billboard and is zoned I-1.

To the east: Across Kirkwood Road, the properties are zoned I-1 with a mixture of office and industrial/commercial uses.

To the west: There are office and light industrial uses zoned I-1.

DEPARTMENTAL/AGENCY COMMENTS:

Electric: Not in service area.

Water: No Comments.

Engineering:

1. The southern entrance should be eliminated or limited to right-out only to improve pedestrian safety and reduce congestion/conflict from left-in turning movements.
2. Sidewalks shall be terminated in a manner compliant with ADA/PROWAG.
3. MoDOT approval is required prior to issuance of permits.
4. MSD approval is required prior to issuance of permits.
5. MDNR permit is required if disturbing more than 1 acre.

Building/Fire:

1. A flow test is required.
2. The site is to be cleaned up and landscaping provided as required by Code.

Forester: No Comments.

SITE ELEMENTS ANALYSIS:

Structure & Parking (Modification)

The proposed building is located approximately in the middle of the property and meets all structure setbacks required by the Zoning Code. The majority of the site will be used for parking area and site circulation occurring on all sides of the proposed building. An area with existing vegetation is proposed to remain in the rear yard area.

As previously mentioned, the proposal includes 38 parking spaces as opposed to the 48 parking spaces required by the Zoning Code. While the justification about decreasing the impervious area is true, the plans indicate that the current disturbed area will not trigger water quality treatment features by MSD. The applicant's engineer indicated that they would not likely be able to provide all 48 spaces on site with the size of the current proposed building. The Subcommittee asked Staff to conduct a representative survey of existing auto repair/tire shops related to parking provided. This survey of 7 other tire shops

throughout Kirkwood indicated that the average parking provided was 5.2 parking spaces per bay (See the following chart).

Tire Shop (Location)	# of Service Bays	Approx. # of Parking Spaces	Parking Space / Bay
Combs Auto Tire (10512 Big Bend)	7	65	9.3
Greentree Tire & Auto (621 W Woodbine)	3	27	9
Zisser Tire (501W. Essex)	6	30	5
Autotire (11202 Manchester)	5	21	4.2
CarX Tire & Auto (11139 Manchester)	4	13	3.3
National Tire & Battery (10855 Manchester)	6	23	3.8
Firestone (10160 Manchester)	10	35	3.5
Average	5.9	30.6	5.2

While there are many other auto service oriented businesses in Kirkwood, the chart represents the main businesses that appear to focus on tire services similar to the proposed user. The subcommittee realizes that applying existing rates from potentially legally non-conforming businesses to a new business does not substitute for the actual code requirements. However, the subcommittee believes this information provides relevant context for the modification that is being requested.

If the average above is applied to the subject property, 40 parking spaces would be provided and the proposal would then be under-parked by 2 spaces. The subcommittee finds that when considering the information in the chart above in conjunction with the approximately 110 feet of additional sidewalk that will be provided at the developer's cost, the modification for a parking reduction is justified. The proposal to include additional sidewalk along Kirkwood Road is an added benefit to the community to help improve pedestrian access in this area which achieves objective #6 under Section 220.2 to a greater extent than required by code.

Site Access & Traffic Management

The EnVision Kirkwood 2035 plan calls for the "inclusion of traffic management principles for improved commercial traffic circulation" within the Transition Mix Use area. Similarly, the City recently conducted a commercial market analysis of the Kirkwood Road & Big Bend Road sub-area that included a transportation analysis. When speaking about the subject property the analysis states, "as this parcel is redeveloped, these access points should be reduced in width and consolidated (if deemed feasible through study)". During the on-site subcommittee meeting on July 25th, there was also a concern mentioned regarding the informal use of the current site as a turn-around due to the dual access point configuration.

Based on these facts, City Staff provided a comment to the applicant that the proposed southern entrance on Kirkwood Road should be eliminated. In conversation with MoDOT and City Staff, MoDOT stated that they would support this restriction. MoDOT also offered the possibility of constructing the southern entrance as a right-out only exit. City Staff believes this option would also be acceptable. The Kirkwood Fire Marshal has indicated that there is adequate area for their equipment to maneuver around the site without the need for two access points.

During an additional subcommittee meeting held on August 31, 2018, there was conversation related to the concerns related to the proposed driveways. The applicant ultimately responded to the access management concerns by offering a compromise of prohibiting a left-turn into the site at the northern entrance and prohibiting a left-turn out of the site at the southern entrance. While this does not eliminate the potential vehicular and pedestrian conflicts to the extent that eliminating the southern drive completely would, the subcommittee sees this as a favorable improvement to the existing

conditions and a compromise from the original proposal. A revised Site Plan was submitted on September 4, 2018 indicating these restrictions.

Landscaping

The Tree Study provided indicates that trees #8 and #9 might be in a location that can be saved. While awaiting reconsideration of this by the applicant, a condition has been added to allow for this consideration. The applicant is providing a combination of canopy trees, evergreen trees, and shrubs around the perimeter of the proposed parking area. The proposed plan includes approximately 1,000 sf of interior parking lot open space which exceeds the requirement of 800 sf.

Lighting

A revised lighting plan was provided on September 4, 2018 which addressed Staff's outstanding comments. The proposed plan includes 3 pole-mounted LED fixtures and 10 building-mounted LED fixtures designed to meet the requirements of the Zoning Code.

DISCUSSION:

Zoning Matters signs were placed on the property on July 12, 2018. The request was introduced at the Planning & Zoning Commission meeting on July 18, 2018. On-site subcommittee meetings were subsequently held on July 25th and August 31st. A list of attendees of the subcommittee meetings can be seen in Exhibit B. At the subcommittee meetings, the following items were discussed:

1. The informal use of the property for conducting "u-turns" for Kirkwood Road traffic.
2. The number of proposed parking spaces related to proposed service bays.
3. The ability to extend the sidewalk to Prospect Avenue.
4. A request for Staff to research parking ratios for other similar tire shops.
5. Safety of the proposed driveway entrances.

These items have been discussed throughout the report and outstanding items have been included in conditions in the Recommendation section of this report.

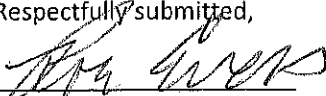
RECOMMENDATION:

The Subcommittee recommends that this application be **approved** with the following conditions:

1. The project shall be constructed and maintained in accordance with the plans referenced in the Drawing Submitted portion of this report, except as noted herein.
2. Based upon the justification submitted per Section 220.2, the requested modification from 48 parking space required to 38 parking spaces shall be granted. This modification is contingent upon the approximate 110 linear feet of off-site sidewalk being provided at the applicant's expense to connect the site to Prospect Avenue.
3. All proposed public sidewalks shall be constructed so that they terminate in a manner compliant with ADA/PROWAG.
4. Site plan approval from MoDOT including, but not limited to, the proposed restrictions on the entrances is required prior to issuance of permits. The proposed restrictions being (1) prohibition of a left turn out of the site at the southern entrance and (2) prohibition of a left turn into the site at the northern entrance.
5. If applicable, proper ground disturbance permits through MDNR shall be obtained prior to issuance of permits from the City.
6. The applicant shall re-evaluate whether trees #8 and #9 can be preserved. If said trees can be preserved, the Tree Study and Landscape Plans shall be revised to reflect this change prior to issuance of permits.

7. The applicant shall comply with all standard conditions as listed in Exhibit A.

Respectfully submitted,



Ron Evens



Jim O'Donnell

**EXHIBIT A
STANDARD CONDITIONS**

1. A performance guarantee in the form of a cash deposit or letter of credit in an amount approved by the Public Services Department and an administrative fee (10% of the first \$10,000 and 2% of the remaining balance of the performance guarantee) shall be submitted within one year of approval and prior to the issuance of a foundation letter or building permit to insure the completion of the proposed improvements, utilities and landscaping; to replace public improvements damaged by construction activities (sidewalks, curbs, etc.); and to guarantee significant trees designated to be saved. The letter of credit shall be in effect for a minimum of two years and may be extended in minimum six-month intervals as approved by the Department of Public Services. The Letter of Credit shall be drawn from a St. Louis area bank.
2. Storm water management plans shall be submitted to Metropolitan Sewer District (MSD) and City for review and approval prior to the issuance of a grading, foundation or building permit. Storm water greater than one c.f.s. shall not be directed across the public sidewalk or driveway entrances.
3. Sanitary sewer plan shall be approved by MSD prior to the issuance of a foundation letter or building permit.
4. Parking lot entrances shall be 7" thick concrete and ADA compliant.
5. The water system shall meet the requirements of the Kirkwood Fire and Water Departments. The Fire Department shall approve the water flow for the project. If satisfactory water flow is not available from the existing water system in accordance with City policy, the applicant shall install the necessary mains and accessories.
6. If applicable, a grading permit shall be obtained from the Public Services Department in accordance with the Kirkwood Code of Ordinances prior to any grading on the site. The grading permit shall include a grading plan in accordance with the Code of Ordinances.
7. Erosion and sediment control devices shall be sufficient to protect all off-site property from siltation and shall be installed prior to beginning of any grading or construction. The siltation control measures shall be installed and approved by the Public Services Department prior to issuance of a building permit. These devices shall be maintained during the construction activities.
8. During excavation and construction activities, the area of the site that is disturbed for this project shall be fully enclosed by a 6-foot high chain link fence to prevent the entry of unauthorized persons. The gate for the fence shall be locked during non-working hours.
9. No parking of construction trailers, material storage, equipment storage or construction equipment is authorized on the public streets at any time.
10. An accessible route in compliance with ADA standards shall be provided from the proposed accessible parking spaces to the accessible entrance of the building.
11. All rooftop equipment, air-conditioning units and mechanical equipment shall be completely screened from view of adjoining properties and public right-of-way.

12. The Architectural Review Board shall approve all signs and building architecture prior to the issuance of any building permits.

EXHIBIT B
Subcommittee Meeting Attendees
July 25, 2018 & August 31, 2018

P&Z Subcommittee Meeting
 Date:
 Location:

July 25, 2018
915 S. Kirkwood Rd

Name	Organization
Scott Rades	Plaza Fire Service / Rades P&Z
Leo Meyer	Kirkwood Fire
Russ Todd	Deputy City Bldg Comr
Amy Lowry	ASST City Planner
MARK DOERING	DOERING ENG.
AUGEN KLIPPEL	P&Z
KON ELVENS	P&Z
JIM O'DONNELL	P&Z
Robb Purston	Spencer Fane LLP

p2-6-19

P&Z Subcommittee Meeting

Date:

8/31/18

Location:

City Hall

Name	Organization
RON EVENS	P+Z
TED DENKMAN	CITY
Sam Rhodes	Plaza Tree Service
Rubb Arcator	Spencer Fane LLA
Scott Rhodes	PLAZA TREE SERVICE
Hunter Alexander	NAE DESCO
Bin Barnes	NAE DESCO
Peter Sheehan	NAE DESCO
Jim O'Rourke	P+Z
Jessica Peale	City

CITY CONTACT INFORMATION:
 JACK SCHENCK, JR. (BUILDING COMMISSIONER)
 KIRKWOOD CITY HALL
 139 S. KIRKWOOD ROAD
 KIRKWOOD, MO 63122

PH: 314.822.5814
 HRS: 8:00 A.M. TO 5:00 P.M.

RUSSELL TODD (PLAN REVIEWER)
 KIRKWOOD CITY HALL
 139 S. KIRKWOOD ROAD
 KIRKWOOD, MO 63122

PH: 314.822.5817
 HRS: 8:00 A.M. TO 5:00 P.M.

KIRKWOOD FIRE DEPARTMENT:
 LEO MEYER (FIRE MARSHAL)
 KIRKWOOD FIRE DEPARTMENT
 KIRKWOOD, MISSOURI 63122
 PH: 314.822.5884

SITE & ZONING INFORMATION:
 PROPOSED ZONING: I-1 WITH A S.U.P.
 BUILDING AREA: 6,394 S.F.
 TIRE STORAGE: 289 S.F.
 PARKING LOT AREA: 25,988 S.F.
 TOTAL: 32,650 S.F. (0.75 ACRE)
 AREA OF TRACT: 44,060 S.F. (1.01 ACRE)
 BUILDING AND P.V.M.T PERCENTAGE: (32,560/44,060) = 73.9%
 GREEN SPACE = 26.1%

FLOOD MAP

FEMA MAP #28180C0308K, EFFECTIVE DATE 2/10/2015
 SUBJECT PROPERTY NOT WITHIN ANY FLOOD ZONES

DISTURBED AREA = 40,510 S.F. (0.93 ACRE)
 LESS THAN 1.0 ACRE THEREFORE NO
 PROPOSED WATER QUALITY

REQUIRED STREET FRONTAGE LANDSCAPING:
 1' CANOPY TREE/25' OF FRONTAGE =
 FRONTAGE = 210' - 60' (DRIVES) = 150.01'
 REQUIRED NUMBER OF TREES = 150.01/25 = 7 TREES
 PROVIDED NUMBER OF TREES = 7 TREES

PLAZA TIRE SERVICE
 A TRACT OF LAND BEING PART OF LOTS 5 AND 6 AND ALL OF LOTS 8 AND 9 IN
 BLOCK 5 OF BUENA VISTA HEIGHTS, ACCORDING TO PLAT THEREOF RECORDED
 IN PLAT BOOK 4, PAGE 95, OF THE ST. LOUIS COUNTY, MISSOURI RECORDS

Call Before you DIG
 TOLL FREE
 1-800-344-7483
 MISSOURI ONE-CALL SYSTEM INC.

KEY	QUANTITY	COMMON NAME	BOTANICAL NAME	SIZE	NOTES
	13	BALD CYPRESS	TAXODIUM DISTICHUM	2" CALIPER	TRASH ENCLOSURE SCREENING
	4	NORTHERN RED OAK	QUERCUS ROBUR	2" CALIPER	STREET FRONTAGE
	3	HONEYLOCUST, THORNLESS	GLEDITSIA TRIACANTHOS	2" CALIPER	STREET FRONTAGE
	9	NORTHERN RED OAK	QUERCUS ROBUR	2" CALIPER	PARKING LOT TREES
	5	HONEYLOCUST, THORNLESS	GLEDITSIA TRIACANTHOS	2" CALIPER	PARKING LOT TREES

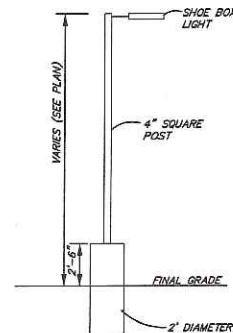
DIFFERENTIAL RUN-OFF CALCULATIONS

EXISTING:
 IMPERVIOUS=(0.57 AC.)(3.54 CFS/AC.)=2.02 CFS
 PERVIOUS =(0.44 AC.)(1.70 CFS/AC.)=0.75 CFS
 TOTAL =2.77 CFS

PROPOSED:
 IMPERVIOUS=(0.75 AC.)(3.54 CFS/AC.)=2.66 CFS
 PERVIOUS =(0.26 AC.)(1.7 CFS/AC.)=0.44 CFS
 TOTAL =3.10 CFS

DIFFERENTIAL RUN-OFF = 3.10 CFS - 2.77 CFS = 0.331 CFS
 LESS THAN 2 CFS, THEREFORE NO PROPOSED DETENTION

PARKING LOT LANDSCAPING:
 REQUIRED AREA (38 PARKING SPACES)= 800 S.F.
 PROVIDED AREA = 890 S.F.



LIGHT STANDARD DETAIL
 SCALE: 1"=5'

N/F WEST JEFFERSON PROPERTIES LLC
 15,237/3002

ALL ENCROACHMENTS ONTO ADJACENT PROPERTY AND ROW INCLUDING PARALLEL ROW MUST BE REMOVED PRIOR TO ISSUANCE OF PERMITS.

ANY TREES NOT ON THE SUBJECT PROPERTY CANNOT BE REMOVED WITHOUT WRITTEN PERMISSION FROM THE ADJACENT OWNER OR R.O.W. OWNER AS APPLICABLE.

IRRIGATION SPECIFICATIONS:

- SYSTEM SHALL BE DESIGNED FOR 30 GPM @ 80 P.S.I. TO BE FIELD VERIFIED BY CONTRACTOR.
- LOCATION OF TAP, BACKFLOW AND CONTROLLER LOCATION TO BE AS DIRECTED BY OWNER.
- ALL CONTROL WIRING TO BE 14 GAUGE WITH A MINIMUM OF 3 EXTRA STRANDS TO BE INSTALLED IN EACH DIRECTION FROM THE CONTROLLER TO THE END OF THE MAINLINE.
- ALL PIPING TO BE SLEAVED IN SCH40 P.V.C. WHEN PASSING UNDER HARDSCAPE. P.V.C. SLEEVE TO BE A MINIMUM OF TWICE THE SIZE OF PIPES RUNNING THROUGH.
- UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES MUST BE CONSIDERED APPROXIMATE ONLY. THERE ALSO MAY BE OTHERS WHICH ARE NOT SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO HAVE THE UTILITIES LOCATED IN THE FIELD PRIOR TO THE START OF WORK.
- THE IRRIGATION CONTRACTOR SHALL VERIFY ALL EXISTING AND PROPOSED ITEMS ON THE PLAN AND SHALL REPORT ANY DISCREPANCIES TO THE DESIGNER PRIOR TO THE COMMENCEMENT OF ANY WORK.
- IRRIGATION SHALL BE PROVIDED TO ALL NEW PLANTING AREAS.

OWNER:

GOLDEN EAGLE PARTNERS LLC
 32 CEDARBROOK LANE
 KIRKWOOD, MO 63122

PREPARED FOR:

PLAZA TIRE SERVICE
 MR. SCOTT RHODES
 2301 BLOOMFIELD ROAD
 CAPE GIRARDEAU, MO 63703
 573-339-1300

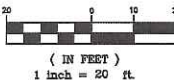
PARKING CALCULATIONS:

REQUIRED PARKING:
 8 BAYS X 5 SPACES/BAY = 40
 8 EMPL X 1 SPACE/EMPL = 8
 TOTAL REQUIRED: =48 SPACES

PROPOSED PARKING: 38 SPACES

PETITIONER HAS MANY SIMILAR SITE AND BASED ON EXPERIENCE DO NOT NEED MORE THAN 38 SPACES. PETITIONER WILL DISCUSS "FLEX" OPTIONS WITH THE PLANNING AND ZONING COMMISSION AT THE APPROPRIATE TIME.

GRAPHIC SCALE



ADDITIONAL NOTES:

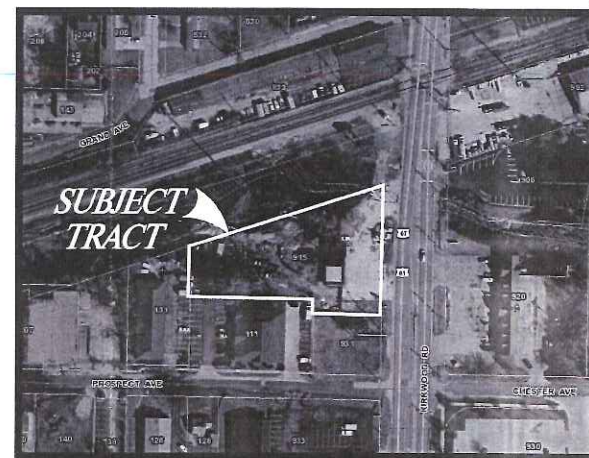
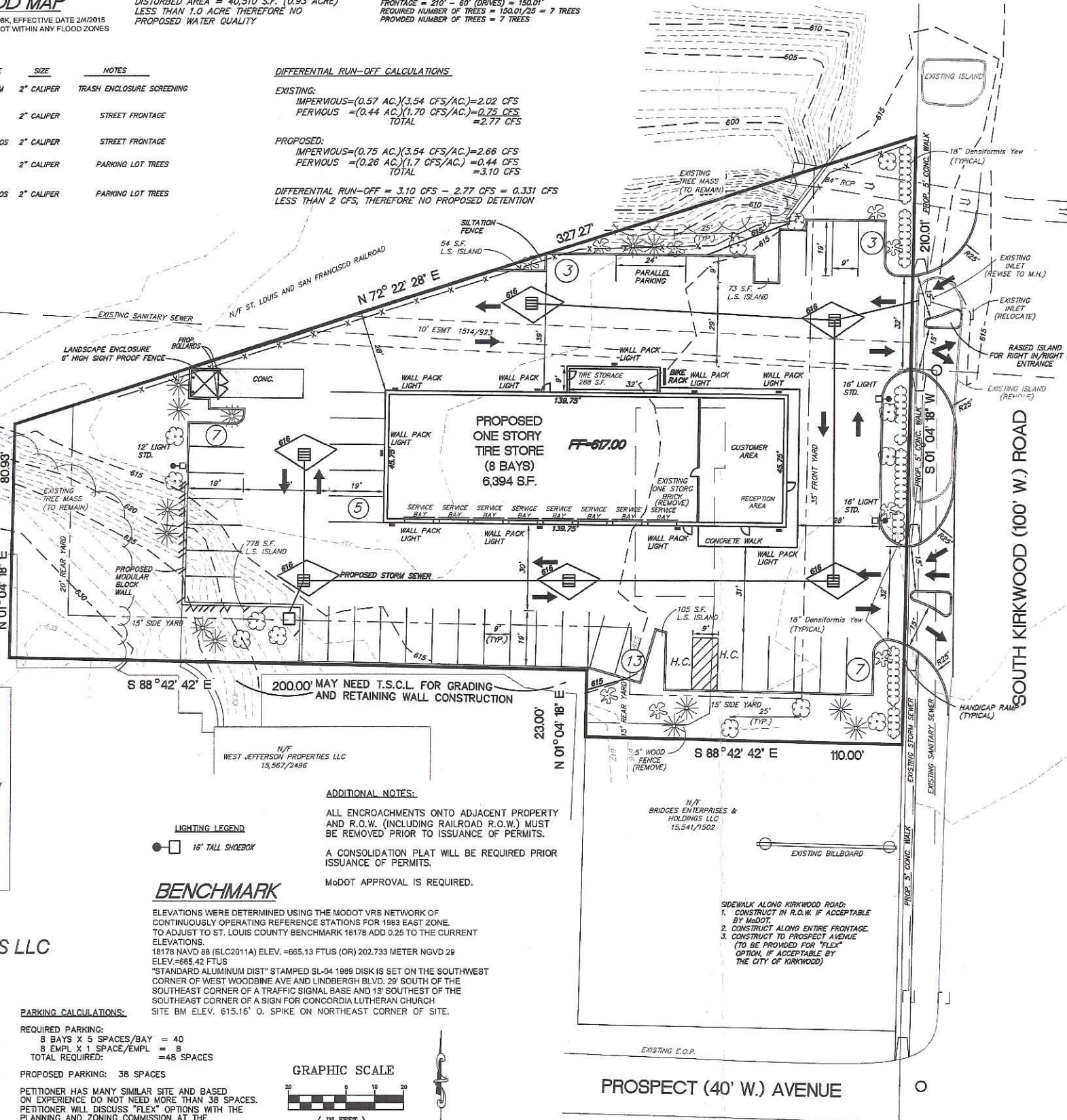
ALL ENCROACHMENTS ONTO ADJACENT PROPERTY AND R.O.W. (INCLUDING RAILROAD R.O.W.) MUST BE REMOVED PRIOR TO ISSUANCE OF PERMITS.

A CONSOLIDATION PLAT WILL BE REQUIRED PRIOR ISSUANCE OF PERMITS.

MoDOT APPROVAL IS REQUIRED.

BENCHMARK

ELEVATIONS WERE DETERMINED USING THE MODOT VRS NETWORK OF CONTINUOUSLY OPERATING REFERENCE STATIONS FOR 1983 EAST ZONE TO ADJUST TO ST. LOUIS COUNTY BENCHMARK 18178 ADD 0.25 TO THE CURRENT ELEVATIONS.
 18178 NAVD 88 (SLC2011A) ELEV. =665.13 FTUS (OR) 202.733 METER NGVD 29 ELEV.=665.42 FTUS
 "STANDARD ALUMINUM DIST" STAMPED SL-04 1989 DISK IS SET ON THE SOUTHWEST CORNER OF WEST WOODBINE AVE AND LINDBERGH BLVD. 29' SOUTH OF THE SOUTHEAST CORNER OF A TRAFFIC SIGNAL BASE AND 13' SOUTHWEST OF THE SOUTHWEST CORNER OF A SIGN FOR CONCORDIA LUTHERAN CHURCH.
 SITE BM ELEV. 615.16' O. SPIKE ON NORTHEAST CORNER OF SITE.



LOCATION MAP
 WUNNENBURG'S: PAGE 47 GRID 26T
 LOCATOR NO.: 24M 12 1305
 ADDRESS: 915 SOUTH KIRKWOOD ROAD
 KIRKWOOD, MO 63122 (NOT TO SCALE)

PERTINENT INFORMATION:

- SEWER DISTRICT: M.S.D.
- ELECTRIC: AMERENUE
- GAS: LACLEDE GAS
- PHONE: ATT
- WATER: MISSOURI-AMERICAN WATER COMPANY
- SCHOOL DISTRICT: KIRKWOOD R-7
- FIRE DISTRICT: KIRKWOOD FIRE PROTECTION DISTRICT
- SOURCE OF TOPO: AVAILABLE INFORMATION

NOTES:

- ALL SEWER CONSTRUCTION AND MATERIALS TO BE IN ACCORDANCE WITH THE METROPOLITAN ST. LOUIS SEWER DISTRICT STANDARD CONSTRUCTION SPECIFICATIONS FOR SEWER AND DRAINAGE FACILITIES, 2000.
- ALL SIDEWALKS TO BE CONSTRUCTED TO CITY OF KIRKWOOD ADA STANDARDS.
- ALL PROPOSED IMPROVEMENTS SHALL BE CONSTRUCTED TO THE CITY OF KIRKWOOD STANDARDS.
- ALL GRADING AND DRAINAGE TO BE IN CONFORMANCE WITH THE CITY OF KIRKWOOD AND MSD STANDARDS.
- NO SLOPE SHALL EXCEED 3 (HORIZONTAL) TO 1 (VERTICAL), UNLESS JUSTIFIED BY GEOTECHNICAL REPORT WHICH HAS BEEN ACCEPTED/APPROVED BY THE CITY OF KIRKWOOD.
- STORM WATER SHALL BE DISCHARGED AT AN ADEQUATE NATURAL DISCHARGE POINT. SINKHOLES ARE NOT ADEQUATE DISCHARGE POINTS.
- A LAND DISTURBANCE PERMIT MAY BE REQUIRED. SITE PLAN APPROVAL IS NOT TO BE CONSIDERED AS APPROVAL OF A LAND DISTURBANCE PERMIT.
- A MAJOR LAND DISTURBANCE PERMIT MAY BE REQUIRED.
- SIDEWALKS ALONG THE ACCESSIBLE ROUTE SHALL NOT HAVE A SLOPE EXCEEDING 1:20. SLOPES GREATER THAN 1:20 MUST BE DESIGNED AS A RAMP.
- TRAFFIC CONTROL SIGNAGE TO BE IN ACCORDANCE TO THE CITY OF KIRKWOOD.
- IRRIGATION PLAN TO BE PROVIDED FOR NEW PLANTING AREAS. (SEE SEPARATE LANDSCAPING PLAN)
- LIGHT FIXTURES WHICH ARE LESS THAN 20' FROM THE PROPERTY LINE MUST BE MOUNTED AT 16' OR LESS. (SEE SEPARATE LIGHTING PLAN)
- EXISTING USE: RETAIL FLOWER SHOP

EXHIBIT A

- STANDARD CONDITIONS**
- A PERFORMANCE GUARANTEE IN THE FORM OF A CASH DEPOSIT LETTER OF CREDIT IN AN AMOUNT APPROVED BY THE PUBLIC SERVICES DEPARTMENT AND A ADMINISTRATIVE FEE (10% OF THE FIRST \$10,000 AND 2% OF THE REMAINING BALANCE OF THE PERFORMANCE GUARANTEE) SHALL BE SUBMITTED WITHIN ONE YEAR OF APPROVAL AND PRIOR TO THE ISSUANCE OF A FOUNDATION LETTER OR BUILDING PERMIT TO INSURE THE COMPLETION OF THE PROPOSED IMPROVEMENTS, UTILITIES AND LANDSCAPING; TO REPLACE PUBLIC IMPROVEMENTS DAMAGED BY CONSTRUCTION ACTIVITIES (SIDEWALKS, CURBS, ETC.); AND TO GUARANTEE SIGNIFICANT TREES DESIGNATED TO BE SAVED. THE LETTER OF CREDIT SHALL BE IN EFFECT FOR A MINIMUM OF TWO YEARS AND MAY BE EXTENDED IN MINIMUM SIX-MONTH INTERVALS AS APPROVED BY THE DEPARTMENT OF PUBLIC SERVICES. THE LETTER OF CREDIT SHALL BE DRAWN FROM AN ST. LOUIS AREA BANK.
 - STORM WATER MANAGEMENT PLANS SHALL BE SUBMITTED TO METROPOLITAN SEWER DISTRICT (MSD) AND CITY FOR REVIEW AND APPROVAL PRIOR TO THE ISSUANCE OF A GRADING, FOUNDATION OR BUILDING PERMIT. STORM WATER GREATER THAN ONE C.F.S. SHALL NOT BE DIRECTED ACROSS THE PUBLIC SIDEWALK OR DRIVEWAY ENTRANCES.
 - SANITARY SEWER PLAN SHALL BE APPROVED BY MSD PRIOR TO THE ISSUANCE OF A FOUNDATION LETTER OR BUILDING PERMIT.
 - THE LANDSCAPE PLAN SHALL MEET THE REQUIREMENTS OF THE ZONING CODE SECTION A-1020.
 - THE WATER SYSTEM SHALL MEET THE REQUIREMENTS OF THE KIRKWOOD FIRE AND WATER DEPARTMENTS. THE FIRE DEPARTMENT SHALL APPROVE THE WATER FLOW FOR THE PROJECT. IF SATISFACTORY WATER FLOW IS NOT AVAILABLE FROM THE EXISTING WATER SYSTEM IN ACCORDANCE WITH CITY POLICY, THE APPLICANT SHALL INSTALL THE NECESSARY MAINS AND ACCESSORIES.
 - IF APPLICABLE, A GRADING PERMIT SHALL BE OBTAINED FROM THE PUBLIC SERVICES DEPARTMENT IN ACCORDANCE WITH THE KIRKWOOD CODE OF ORDINANCE PRIOR TO ANY GRADING ON THE SITE. THE GRADING PERMIT SHALL INCLUDE A GRADING PLAN IN ACCORDANCE WITH THE CODE OF ORDINANCES.
 - EROSION AND SEDIMENT CONTROL DEVICES SHALL BE SUFFICIENT TO PROTECT ALL OFF-SITE PROPERTY FROM SILTATION AND SHALL BE INSTALLED PRIOR TO BEGINNING OF ANY GRADING OR CONSTRUCTION. THE SILTATION CONTROL MEASURES SHALL BE INSTALLED AND APPROVED BY THE PUBLIC SERVICES DEPARTMENT PRIOR TO ISSUANCE OF A BUILDING PERMIT. THESE DEVICES SHALL BE MAINTAINED DURING THE CONSTRUCTION ACTIVITIES.
 - DURING EXCAVATION AND CONSTRUCTION ACTIVITIES, THE AREA OF THE SITE THAT IS DISTURBED FOR THIS PROJECT SHALL BE FULLY ENCLOSED BY A 6-FOOT HIGH CHAIN LINK FENCE TO PREVENT THE ENTRY OF UNAUTHORIZED PERSONS. THE GATE FOR THE FENCES SHALL BE LOCKED DURING NON-WORKING HOURS.
 - NO PARKING OF CONSTRUCTION TRAILERS, MATERIAL STORAGE, EQUIPMENT STORAGE OR CONSTRUCTION EQUIPMENT IS AUTHORIZED ON PUBLIC STREETS AT ANY TIME.
 - AN ACCESSIBLE ROUTE IN COMPLIANCE WITH ADA STANDARDS SHALL BE PROVIDED FROM THE PROPOSED ACCESSIBLE PARKING SPACES TO THE ACCESSIBLE ENTRANCE OF THE BUILDING.
 - ALL ROOFTOP EQUIPMENT, AIR-CONDITIONING UNITS AND MECHANICAL EQUIPMENT SHALL BE COMPLETELY SCREENED FROM VIEW OF ADJOINING PROPERTIES AND PUBLIC RIGHT-OF-WAY.
 - THE ARCHITECTURAL REVIEW BOARD SHALL APPROVE ALL SIGNS AND BUILDING ARCHITECTURE PRIOR TO THE ISSUANCE OF ANY BUILDING PERMITS.

Comment	Revised	Requested By	Comments
REUSE NORTH ENTRANCE AS REQUESTED BY MODOT	8-14-2018		
PER CITY KIRKWOOD COMMENTS	8-22-2018		
PER CITY KIRKWOOD COMMENTS	8-28-2018		
PER CITY KIRKWOOD COMMENTS	9-4-2018		

Engineered By:
DOERING ENGINEERING INC.
 CIVIL ENGINEERING • PLANNING • SURVEYING

Missouri Office
 5020 Olive Rd.
 St. Louis, Missouri 63108
 Telephone: (314) 481-6113
 Fax: (314) 481-7118

Seal
 STATE OF MISSOURI
 PROFESSIONAL ENGINEER
 Mark A. Doering
 9 A.M. 8
 15-0485

MARK A. DOERING
 CIVIL ENGINEER E-23059
 9/4/18
 NO EXPIRATION DATE:
 DECEMBER 31 2018
 IL EXPIRATION DATE:
 APRIL 30 2017

RECEIVED
 SEP 04 2018
 CITY OF KIRKWOOD
 PUBLIC WORKS DEPARTMENT

PLAZA TIRE SERVICE
 915 KIRKWOOD ROAD SERVICE
 KIRKWOOD, MISSOURI
 SITE PLAN

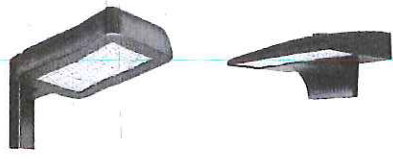
Date: 6/28/2018
 Project Number: 7022
 File Name: 17022CD
 Drawn By: JAD
 Check By: JAD

1

NOTES:

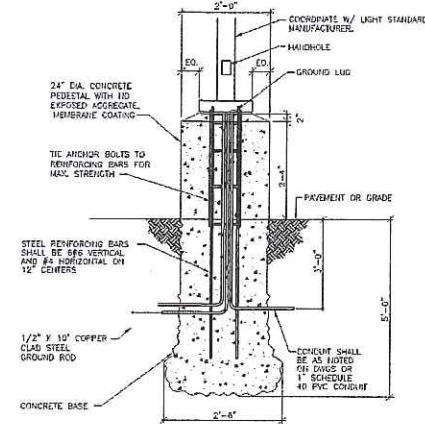
LIGHT POLE BASES SHALL BE 24 INCH DIAMETER CONCRETE EXTENDING 30 INCHES ABOVE THE ADJACENT GRADE.

LIGHT POLES SHALL BE 13.5' TALL FROM TOP OF BASE, SQUARE, STRAIGHT, STEEL POWDER COATED, MAXIMUM LIGHT POLE HEIGHT TO BE 16' FROM FINISHED GRADE. SEE PLAN FOR EXACT LIGHT MOUNTING HEIGHTS.



Calc Zone #2	+	14.0 fc	24.6 fc	8.9 fc	2.8:1	1.5:1
Calc Zone #3	+	3.2 fc	24.7 fc	0.0 fc	N/A	N/A

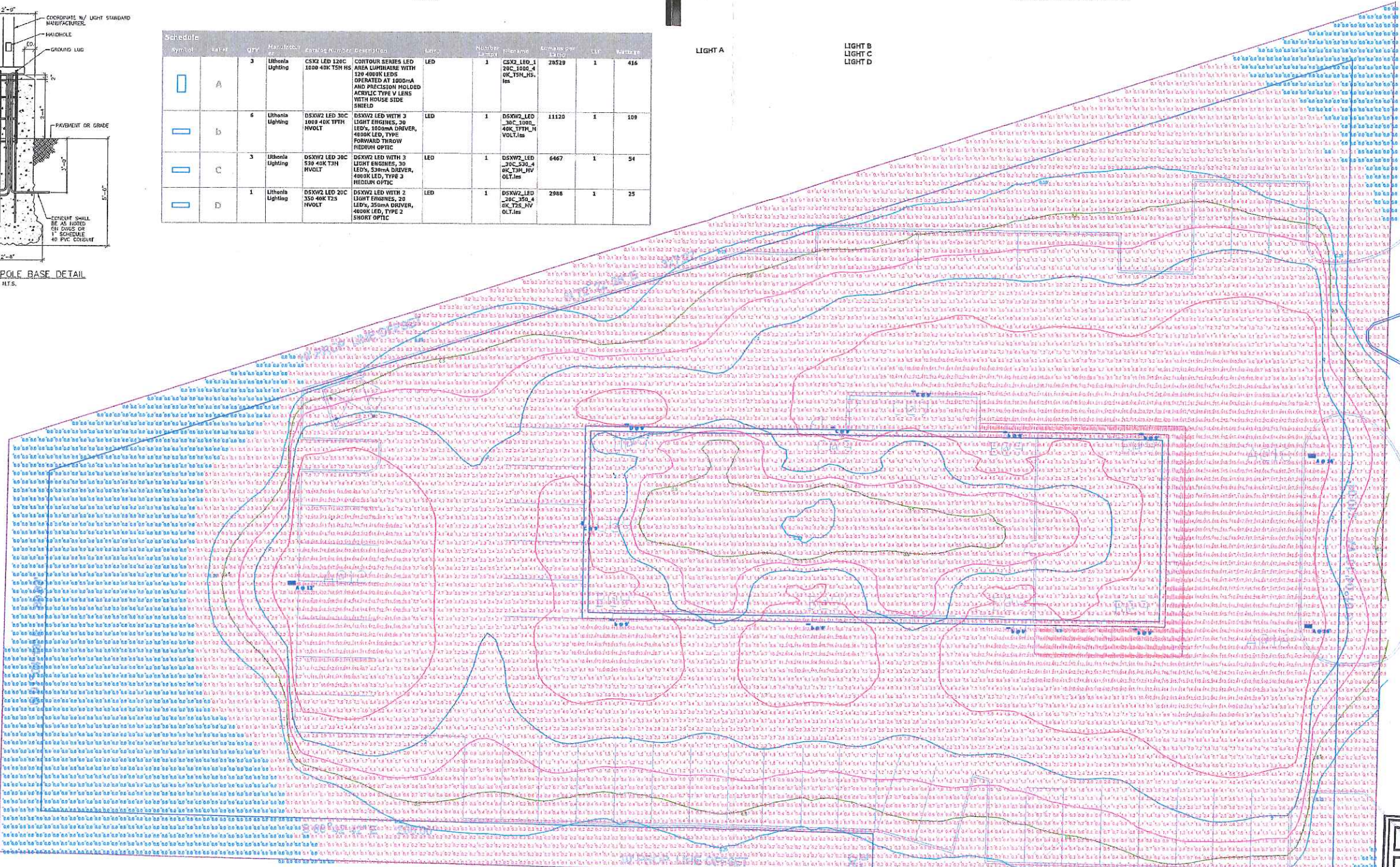
CALC ZONE 2 IS THE INTERNAL SIDEWALK IN FRONT OF THE BUILDING.
CALC ZONE 3 IS THE ENTIRE SITE.



SITE LIGHTING POLE BASE DETAIL
H.T.S.

(OR EQUAL)

Symbol	Label	Qty	Manufacturer	Model Number	Description	Light	Number of Lamps	File Name	Quantity per Lamp	Lot	Warehouse
[Symbol A]	A	3	Lithonia Lighting	CSX2 LED 120C 1000 40K T5H HS	CONTOUR SERIES LED AREA LIGHTING WITH 120 4000K LEDS OPERATED AT 1000mA AND PRECISION MOLDED ACRYLIC TYPE V LENS WITH HOUSE SIDE SHIELD	LED	1	CSX2_LED_120C_1000_40K_T5H_HS.lis	25229	1	416
[Symbol B]	b	6	Lithonia Lighting	DSXW2 LED 30C 1000 40K T5H HVOLT	DSXW2 LED WITH 3 LIGHT ENGINES, 30 LEDS, 300MA DRIVER, 4000K LED, TYPE 3 FORWARD THROW MEDIUM OPTIC	LED	1	DSXW2_LED_30C_1000_40K_T5H_HVOLT.lis	11120	1	108
[Symbol C]	C	3	Lithonia Lighting	DSXW2 LED 30C 530 40K T2H HVOLT	DSXW2 LED WITH 3 LIGHT ENGINES, 30 LEDS, 300MA DRIVER, 4000K LED, TYPE 3 MEDIUM OPTIC	LED	1	DSXW2_LED_30C_530_40K_T2H_HVOLT.lis	6467	1	54
[Symbol D]	D	1	Lithonia Lighting	DSXW2 LED 20C 350 40K T2S HVOLT	DSXW2 LED WITH 2 LIGHT ENGINES, 20 LEDS, 300MA DRIVER, 4000K LED, TYPE 2 SHORT OPTIC	LED	1	DSXW2_LED_20C_350_40K_T2S_HVOLT.lis	2988	1	25



SOUTH KIRKWOOD (100' W.) ROAD

PLAZA TIRE SERVICE



Mark A. Doering
9/4/18

Plan View
Scale - 1" = 12'



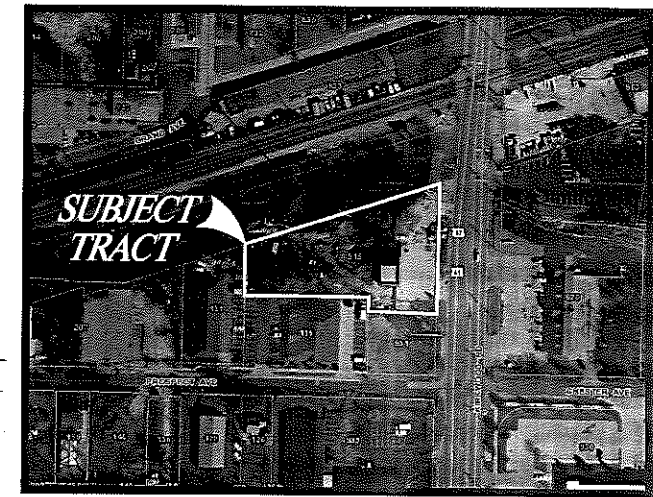
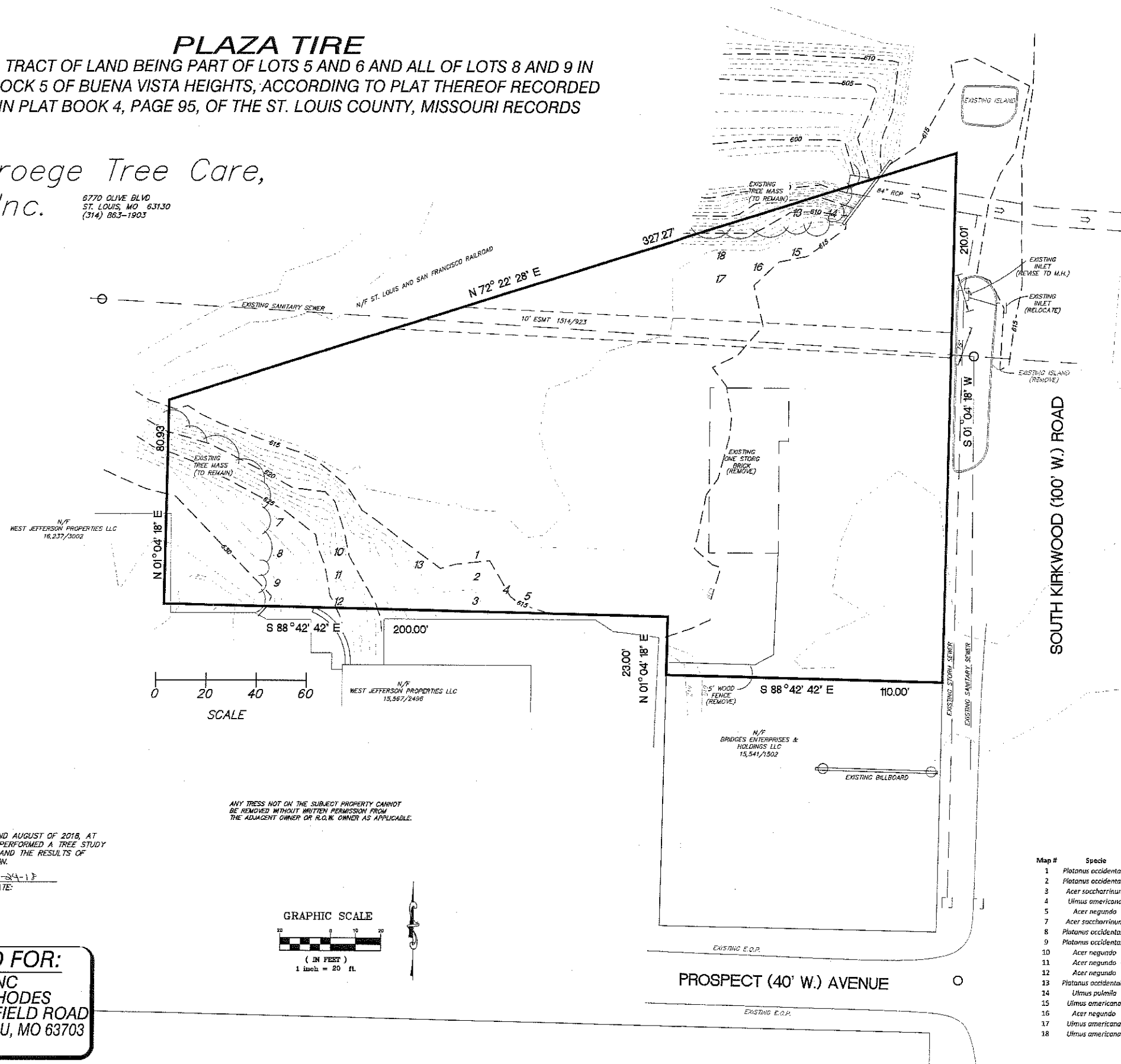
Designer
JAB
Date
9-20-18
Scale
Not to Scale
Drawing No.
Summary

PLAZA TIRE

A TRACT OF LAND BEING PART OF LOTS 5 AND 6 AND ALL OF LOTS 8 AND 9 IN BLOCK 5 OF BUENA VISTA HEIGHTS, ACCORDING TO PLAT THEREOF RECORDED IN PLAT BOOK 4, PAGE 95, OF THE ST. LOUIS COUNTY, MISSOURI RECORDS



Droege Tree Care, Inc.
 6770 OLIVE BLVD
 ST. LOUIS, MO 63130
 (314) 863-1903



WUNNENBURG'S: PAGE 47 GRID 26T
 LOCATOR NO.: 24M 12 1306
 ADDRESS: 815 SOUTH KIRKWOOD ROAD
 KIRKWOOD, MO 63122

LOCATION MAP
 (NOT TO SCALE)

TREE INVENTORY

Loc#	Value Formulation	Condition	Location	Spc/DBH	Value
1	(22X22X4.4K5=8712)	0.3	0.8	8712	\$ 2,090.88
2	(20X20X4.5K4=7200)	0.3	0.8	7200	\$ 1,728.00
3	(24X24X4.5K4=10368)	0.7	0.8	10368	\$ 5,806.08
4	(7X7X4.5K3=3600)	0.3	0.8	3600	\$ 864.00
5	(8X8X2.4K5=576)	0.8	0.8	576	\$ 368.64
6	(8X8X4.5K3=864)	0.2	0.8	864	\$ 138.24
7	(19X19X4.5K4=6498)	0.2	0.4	6498	\$ 519.84
8	(17X17X4.5K4=5202)	0.7	0.4	5202	\$ 1,456.56
9	(29X29X4.5K4=15138)	0.7	0.4	15138	\$ 4,238.64
10	(15X15X4.5K3=3038)	0.2	0.4	3038	\$ 243.04
11	(8X8X4.5K3=864)	0.2	0.4	864	\$ 69.12
12	(11X11X4.5K3=1634)	0.2	0.4	1634	\$ 130.72
13	(21X21X4.5K4=7938)	0.7	0.2	7938	\$ 1,110.76
14	(11X11X4.5K2=1089)	0.2	0.2	1089	\$ 43.56
15	(18X18X4.5K2=2916)	0.7	0.2	2916	\$ 408.24
16	(12X12X4.5K3=1944)	0.2	0.2	1944	\$ 77.76
17	(11X11X4.5K2=1089)	0.8	0.2	1089	\$ 174.24
18	(20X20X4.5K2=3600)	0.8	0.2	3600	\$ 576.00

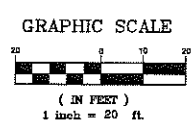
Map #	Species	Common	DBH	Destiny	Value	Notes
1	Platanus occidentalis	Am sycamore	20/22	removal	\$ 3,818.88	Double trunk / poor form
2	Platanus occidentalis	Am sycamore	24	removal	\$ 5,806.08	Good form
3	Acer saccharinum	Silver maple	7	removal	\$ 864.00	Poor form / stand alone
4	Ulmus americana	Am elm	8	removal	\$ 368.64	
5	Acer negundo	Box elder	8	removal	\$ 138.24	Poor form / struggling
7	Acer saccharinum	Silver maple	19	removal	\$ 519.84	
8	Platanus occidentalis	Am sycamore	17	removal	\$ 1,456.56	Good form
9	Platanus occidentalis	Am sycamore	29	removal	\$ 4,238.64	Good form
10	Acer negundo	Box elder	15	removal	\$ 243.04	Poor form / struggling
11	Acer negundo	Box elder	8	removal	\$ 69.12	Poor form / struggling
12	Acer negundo	Box elder	11	removal	\$ 130.72	Poor form / struggling
13	Platanus occidentalis	Am sycamore	21	removal	\$ 1,110.76	Good form
14	Ulmus pumila	Siberian elm	11	removal	\$ 43.56	
15	Ulmus americana	America elm	18	removal	\$ 408.24	
16	Acer negundo	Box elder	12	removal	\$ 77.76	
17	Ulmus americana	American elm	11	removal	\$ 174.24	
18	Ulmus americana	American elm	20	removal	\$ 576.00	



ANY TREES NOT ON THE SUBJECT PROPERTY CANNOT BE REMOVED WITHOUT WRITTEN PERMISSION FROM THE ADJACENT OWNER OR R.O.N. OWNER AS APPLICABLE.

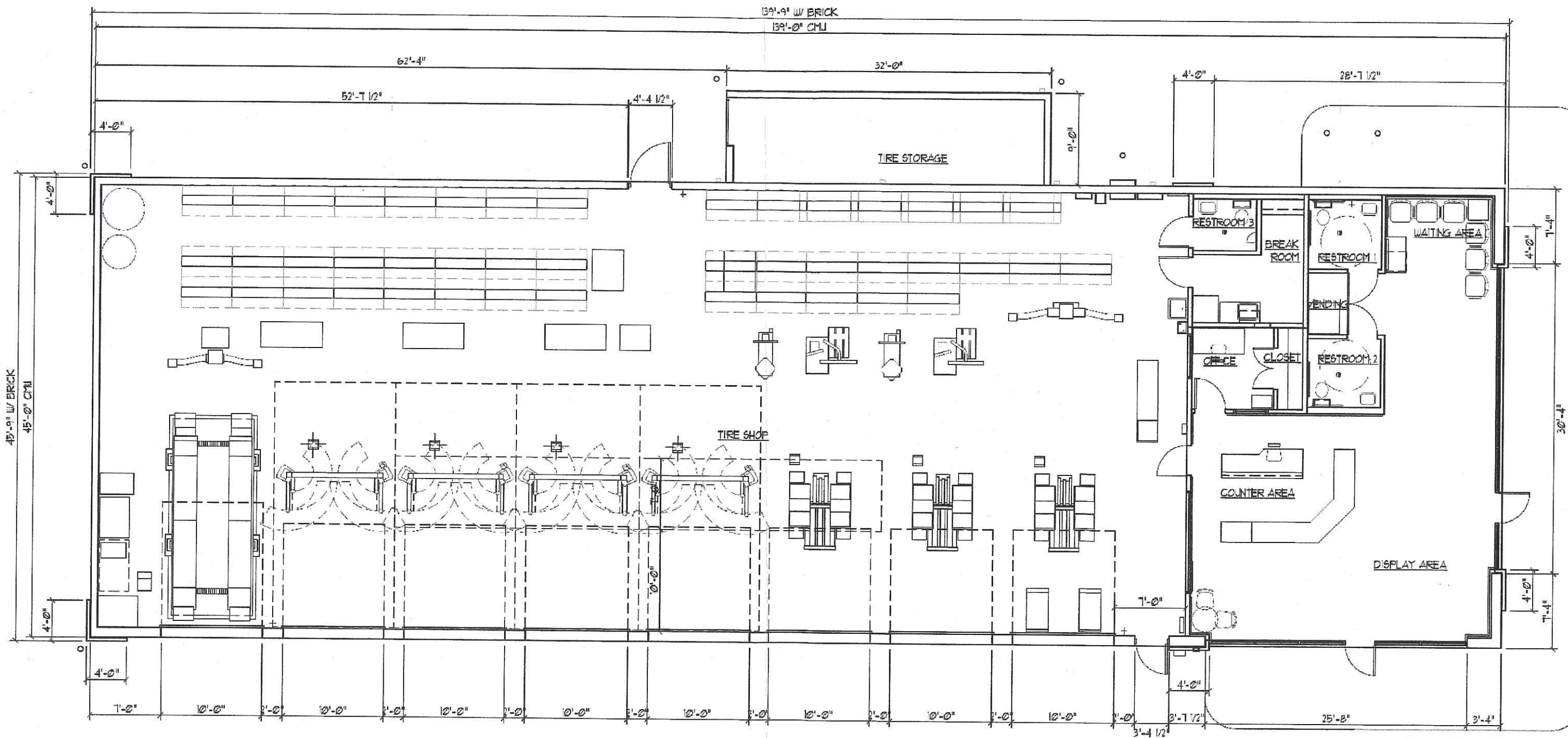
DURING THE MONTHS OF JULY AND AUGUST OF 2018, AT THE REQUEST OF PLAZA TIRE, I PERFORMED A TREE STUDY AT 915 SOUTH KIRKWOOD ROAD AND THE RESULTS OF SAID STUDY ARE SHOWN HERE-ON.

Colleen Baum 8-24-18
 COLLEEN BAUM DATE:



PREPARED FOR:
 PLAZA TIRE, INC
 MR. SCOTT RHODES
 2301 BLOOMFIELD ROAD
 CAPE GIRARDEAU, MO 63703
 573-339-1300

DATE: 8-22-2018




FLOOR PLAN
 SCALE: 1/8" = 1'-0"

RECEIVED
 JUN 29 2018
 CITY OF KIRKWOOD
 PUBLIC WORKS DEPARTMENT

THE CONSENT AGENDA IS ATTACHED

- a) Approval of the October 4, 2018 City Council Meeting Minutes
- b) Resolution 158-2018, authorizing and directing the Mayor to enter into an Agreement between EMS MC and the City of Kirkwood for the Missouri Ground Emergency Medical Transportation Uncompensated Cost Reimbursement Program
- c) Resolution 159-2018, appointing Pat Jones as an Alternate to the Board of Adjustment for a term to June 2021
- d) Resolution 161-2018, accepting the bid of Don Brown Chevrolet (pursuant to State of Missouri Cooperative Contract) for the purchase of a 2019 Chevrolet Tahoe Pursuit AWD SUV for the Police Department and authorizing and directing the Director of Procurement to issue a Purchase Order (\$35,882.60)
- e) Resolution 164-2018, accepting the proposal of Overhead Door Company for overhead door maintenance, repair, and installation for a term of one year with the option to renew annually for four consecutive years and authorizing and directing the Mayor to enter into contract (at the rates provided in the memo)
- f) Resolution 165-2018, transferring funds from multiple accounts to the Water Usage Charges Account to cover water use charges for the Aquatic Center (\$13,200)



WHERE COMMUNITY AND SPIRIT MEET[®]

DRAFT

**KIRKWOOD CITY COUNCIL
KIRKWOOD CITY HALL
OCTOBER 4, 2018
7:00 p.m.**

Pursuant to notice of meeting duly given by the Mayor, the City Council convened on Thursday, October 4, 2018, at 7:00 p.m. at Kirkwood City Hall, 139 South Kirkwood Road, Kirkwood, Missouri. Present were Mayor Griffin, Council Members Duwe, Edman, Luetzow, Ward, Wurtz, and Zimmer. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer Georgia Ragland, City Clerk Laurie Asche, Deputy City Clerk Fredrick Doss, and City Attorney John Hessel.

INTRODUCTIONS AND RECOGNITIONS

NONE

PRESENTATIONS

NONE

PUBLIC HEARINGS

NONE

PUBLIC COMMENTS

NONE

CONSENT AGENDA

Motion was made by Council Member Zimmer and seconded by Council Member Luetzow to approve the Consent Agenda. The Consent Agenda was unanimously approved.

- a) Approval of the September 20, 2018 City Council Meeting Minutes
- b) Resolution 154-2018, accepting the proposal of Donohue & Associates for 2018 Water Main Replacement Design and Bid Period Services for Grand Avenue and authorizing and directing the Mayor to enter into a contract (not to exceed \$50,850)
- c) Resolution 155-2018, transferring funds from the Purchased Professional Services/Legal Account to the Capital Expenditures/Building and Site Improvement Account for the purchase of a water heater for the Ice Rink (\$10,800)
- d) Resolution 156-2018, accepting the bid of Metro Electric Supply for LED lights and light shields for a term of one year with an option to renew annually thereafter for an additional four one-year terms and authorizing



WHERE COMMUNITY AND SPIRIT MEET[®]

DRAFT

- e) and directing the Mayor to enter into a contract (at the unit price listed on the bid tab sheet)
- f) Resolution 157-2018, accepting the proposal of CMT for 2018 Water Main Replacement Design and Bid Period Services for Geyer Avenue and Dougherty Ferry Road and authorizing and directing the Mayor to enter into a contract (not to exceed \$140,000)

UNFINISHED BUSINESS

Bill 10676, changing the zoning of a portion of 421 Emmerson Avenue from R-1 Single-Family Residential District to R-3 Single-Family Residential District and a portion of 2017 Lily Avenue from R-3 to R-1 and directing such change in the Zoning District map, was brought before the council.

Roll Call:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	"Yes"

The bill, having received majority approval of the council, was adopted and became Ordinance 10521.

Bill 10677, granting a Special Use Permit for a convenience store (candy shop) at 108 North Kirkwood Road subject to certain conditions, was brought before the council.

Roll Call:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	"Yes"

The bill, having received majority approval of the council, was adopted and became Ordinance 10522.



WHERE COMMUNITY AND SPIRIT MEET™

DRAFT

Bill 10678, appropriating \$10,000 from the Equitable Sharing Fund Balance to the Capital Expenditures/Building/Site Improvements Account for the conversion of the Police Dispatch Center, was brought before the council.

Roll Call:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	"Yes"

The bill, having received majority approval of the council, was adopted and became Ordinance 10523.

Bill 10679, appropriating \$9,000 from the Fund Balance Reserves to Account #203-5501-465.31.10 for the E-Cab Program for the Downtown Special Business District, was brought before the council.

Roll Call:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	"Yes"

The bill, having received majority approval of the council, was adopted and became Ordinance 10524.

Bill 10680, appropriating \$7,636 from the Equitable Sharing Fund Balance to Account #205-1201-429.75.05 for the purchase of traffic counters for the Police Department, was brought before the council.

Roll Call:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"



WHERE COMMUNITY AND SPIRIT MEET[®]

DRAFT

Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	"Yes"

The bill, having received majority approval of the council, was adopted and became Ordinance 10525.

NEW BUSINESS

Bill 10681, granting a Special Use Permit amendment and amended Site Plan approval for a restaurant with drive-through and outdoor uses in conjunction with said restaurant use at 951 S. Kirkwood Road subject to certain conditions, was brought before the council. Motion was made by Council Member Edman and seconded by Council Member Ward to accept the bill for first reading approval. The motion was unanimously approved.

Motion was made by Council Member Edman and seconded by Council Member Luetzow to amend the bill by amending Section 1, Condition #10 to include the following, "Said revised landscape plan shall also include reducing the Grolow Sumac plantings to accommodate one evergreen shrub in the northeast planter area (landscape island) and three evergreen shrubs in the southeast planter area (landscape island). Said evergreen shrubs shall be a minimum of 18 inches in height when planted. Said revised landscape plan shall also omit the original requirement to plan lirioppe. All areas designated as lirioppe beds shall be mulched and maintained weed free." The motion to amend was unanimously approved.

Motion was made by Council Member Edman and seconded by Council member Luetzow to amend the bill by amending Section 1, Condition #11 to read, "The three river birch shall be replanted with spacing as indicated on the proposed plan with satisfactory inspect by the City." A discussion took place. The motion to amend was unanimously approved.

Motion was made by Council Member Edman and seconded by Council Member Duwe to amend the bill by amending Section 1, by adding Condition #23 to read, "Two signs indicating 'Pick-up only. No orders taken' shall be installed. One of said signs shall be located near the northwest corner of the building and one shall be located near the southwest corner of the building. Said signs shall be submitted to the Architectural Review Board for review." A discussion took place. Motion was made by Council Member Luetzow and seconded by Council Member Ward to Suspend Robert's Rule of Order to allow the petitioner to address the council. The motion was unanimously approved. A discussion took place. The motion to amend the bill was withdrawn.



WHERE COMMUNITY AND SPIRIT MEET

DRAFT

Motion was made by Council Member Edman and seconded by Council Member Duwe to amend the bill by amending Section 1, by adding Condition #23 to read, "Two signs indicating 'Window for pick-up only. No orders taken' shall be installed. One of said signs shall be located near the northwest corner of the building and one shall be located near the southwest corner of the building. Said signs shall be submitted to the Architectural Review Board for review." A discussion took place. The motion to amend was unanimously approved.

A substitute bill will be drafted to include language pertaining to traffic hazards and congestion, giving the City Council authorization to revoke the drive-thru pick-up window if these issues arise.

The bill received first reading approval and was held over.

Resolution 153-2018, granting a one year extension to the approval of Resolution 129-2017 granting Site Plan approval for a building addition and parking lot expansion on the property known as 204 South Clay Ave subject to certain conditions, was brought before the council. Motion was made by Council Member Edman and seconded by Council Member Wurtz to accept the Resolution as read. A discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	"Yes"

CONSENT AGENDA ITEMS FOR DISCUSSION NONE

CITY COUNCIL REPORTS

Mayor Griffin recognized Kirkwood School Board Member Angie Bernadri who was in attendance.

Mayor Griffin reported the following:

- Hands on Kirkwood is Saturday, October 6th, starting at 8:00 a.m. at Kirkwood Baptist Church.
- The open house at the Police Department is Saturday, October 6th from 10:00 a.m. to 2:00 p.m.



WHERE COMMUNITY AND SPIRIT MEET™

DRAFT

- An open house at Greentree Park is on Sunday, October 7th from 1:00 p.m. to 2:30 p.m. for the new prairie trail.

Council Member Luetzow stated that the Greentree Park prairie trail is a nice use of the area.

CHIEF ADMINISTRATIVE OFFICER REPORT

Mr. Hawes reported that the City of Kirkwood received an Application for Temporary Outdoor Promotional Variance from the Alpine Shop, 440 N. Kirkwood Road, for a Semi-Annual Swap and Sale October 19th from 6:00 p.m. to 10:00 p.m., October 20th from 10:00 a.m. to 9:00 p.m., and October 21st from 11:00 a.m. to 6:00 p.m. Motion was made by Council Member Ward and seconded by Council Member Zimmer to approve the application. The motion was unanimously approved.

CITY ATTORNEY REPORT

Mr. Hessel reported that Vianney filed an appeal.

CITY CLERK REPORT

Ms. Asche read the report of the October 3, 2018 Planning and Zoning Commission. The following action took place:

1. The Commission recommended approval of amendments to the Zoning Code as it pertains to the addition of a frontage occupation requirement in the B-1, B-2, B-4, B-5, and I-1 Districts. A public hearing will be scheduled.
2. The Commission recommended approval of amendments to the Zoning Code regarding front yard area requirements in the B-1, B-2, B-4, B-5, and I-1 districts and to the Definition section of the Zoning Code. A public hearing will be scheduled.
3. Parks and Recreation Director Murray Pounds presented the plans for the new Performing Arts Center.

The next meeting will be held on October 17 at 7 p.m., at which meeting there will be a public hearing for a Preliminary B4 Development Plan for multiple uses at 10461 Manchester Road submitted by Nolan Real Estate Interests LLC.

Ms. Asche reported that the City Clerk's Office received a Destruction of Records Form from the Police Department. The form will be filed with the approved October 4th council meeting minutes.



WHERE COMMUNITY AND SPIRIT MEET¹

DRAFT

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 7:45 p.m. The next regular council meeting is scheduled for October 18, 2018, at 7:00 p.m.

Laurie Asche, CMC/MRCC
City Clerk

Approved:

RESOLUTION 158-2018

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AGREEMENT BETWEEN EMS MC AND THE CITY OF KIRKWOOD FOR THE MISSOURI GROUND EMERGENCY MEDICAL TRANSPORTATION UNCOMPENSATED COST REIMBURSEMENT PROGRAM.

WHEREAS, the City of Kirkwood is seeking to participate in the Missouri Ground Emergency Medical Transportation (GEMT) Program.

WHEREAS, the Missouri Ground Emergency Medical Transportation (GEMT) Program is a voluntary program that allows for the reimbursement of uncompensated costs to eligible GEMT providers who provide qualifying emergency ambulance services to Department of Social Services, MO HealthNet participants, and

WHEREAS, staff recommends the acceptance of an Agreement with EMS MC as an independent contractor to perform professional services (a copy of which is attached hereto and incorporated by reference herein).

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The Mayor is hereby authorized and directed to enter into an Agreement with EMS MC for the Missouri Ground Emergency Medical Transportation Program (a copy of which is attached hereto and incorporated by reference herein).

SECTION 2. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 18TH DAY OF OCTOBER 2018.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 10/18/2018

Step #1:

Strategic Plan Select...

Goal # & Title

Background To Issue:

The Ground Emergency Medical Transportation (GEMT) Uncompensated Cost Reimbursement Program is a voluntary program that allows for the reimbursement of uncompensated costs to eligible GEMT providers who provide qualifying emergency ambulance services to Department of Social Services, MO HealthNet participants. It is effective for services rendered to MO HealthNet participants by eligible GEMT providers on or after July 1, 2017. Estimates for Kirkwood are approximately \$25,000. Could be more or less.

Recommendations and Action Requested:

Approve the attached contract which will cost the City of Kirkwood 15% of the additional funds received from the GEMT program. If we do not receive a cost reimbursement then the City will pay nothing,

Alternatives Available:

Participate and receive cost reimbursement or do not participate and receive nothing.

Cost: \$0.00

Account #: XXXX

Project #:

Budgeted: YES

If YES, Budgeted Amount: \$1.00

If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

These are federal funds that will supplement the cost of ambulance transports for Medicaid patients.

BY: John Adams

Date: 10/4/2018

Authenticated: adamsjr

You can attach up to 3 files along with this request.



MO_EMSMC
PCG_Kirkwood_GEMTProposal
_9.27.18.pdf
Adobe Acrobat Document
168 KB



Unexecuted 2018-09-28 City of
Kirkwood PCG Contract1.docx
Microsoft Word Document
17.7 KB

File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Select...

Purchasing Director's Comments:

BY: Select...

Date:

Authenticated:

You can attach up to 3 files along with this request.

📎 File Attachment

📎 File Attachment

📎 File Attachment

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Select...

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

BY: John Adams

Date: 10/9/2018

Authenticated:

adamsjr

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve

Diasapprove

Chief Administrative Officer's Comments:

BY:



Date:

10-11-18



City of Kirkwood Fire Department GEMT Cost Report Proposal

Public Consulting Group, Inc. (PCG), in partnership with EMS|MC looks forward to providing GEMT cost reporting services to the City of Kirkwood Fire Department for State Fiscal Year (SFY) 2018, encapsulating the July 1, 2017 – June 30, 2018 time period. The GEMT cost report is due November 30, 2018.

SCOPE OF SERVICES

PCG will complete the GEMT cost report, on behalf of the City of Kirkwood Fire Department, gathering the applicable data, and inputting all necessary components for submittal. Our comprehensive work will include, but is not limited to:

- Working directly with Department staff to gather relevant data elements, identifying eligible costs, and developing appropriate cost allocation methodologies to report only allowable costs for providing emergency medical services to Medicaid recipients
- Conducting analysis of the Department's financial and billing data in order to prepare working files and submit the annual cost report, the mechanism for the Department to receive additional revenue under the GEMT program
- Providing comprehensive desk review support, including but not limited to conducting reviews of all cost settlement files, performing detailed analysis of billing reports from the Missouri Medicaid Management Information System (MMIS) to ensure that all allowable charges and payments are encompassed in the calculation of the final settlement, and if needed, drafting letters and providing supporting documentation to meet Medicaid requirements and expedite settlement
- Conducting comparative analysis to identify significant trends in billing and financial data on a year to year basis
- Providing ongoing audit support in the event of a state and/or federal audit of GEMT cost report

COMPENSATION

The City of Kirkwood Fire Department will not be required to pay EMS|MC/PCG until they have received reimbursement from the State of Missouri. Upon this payment, City of Kirkwood Fire Department will be responsible for paying 15% of the total reimbursement generated by the GEMT Cost Report to EMS|MC/PCG.

AGREEMENT

This Agreement (“Agreement”) is entered into by and between EMS MC and CITY OF KIRKWOOD, as of October 18, 2018.

WHEREAS, City of Kirkwood is seeking to participate in the Missouri Ground Emergency Medical Transportation (GEMT) program, and

WHEREAS, CLIENT is seeking a vendor to complete the necessary filing requirements, including the annual GEMT cost report, and

WHEREAS, EMS MC possesses professional skills that can assist the City of Kirkwood; and

WHEREAS, the City of Kirkwood wishes to engage EMS MC as an independent contractor to perform certain professional services;

THEREFORE, for good and valuable consideration, the receipt and adequacy of which is acknowledged, EMS MC will provide the following **CONTRACTED SERVICES** for the City of Kirkwood:

1. Assisting provider in the completion of agreement to participate in the Missouri GEMT program
2. Preparing a fiscal impact study and presenting results to appropriate stakeholders on the benefits of the GEMT program to the provider
3. Identifying eligible costs and developing appropriate cost allocation methodologies to report only allowable costs for providing emergency medical services to Medicaid and, as applicable, any additional costs
4. Develop and utilize customized web portal to assist with cost report calculation and auditing process
5. Conducting analysis of the provider’s financial and billing data in order to prepare and annual cost reports, the mechanism for providers to receive additional revenue under the GEMT program
 - o FY 2018 (October 1, 2017 – September 30, 2018)
6. Support provider in the submittal process of FY 2018 GEMT cost report to the state, due by November 30, 2018
7. Providing comprehensive desk review support, including conducting reviews of all cost settlement files, performing detailed analysis of billing reports generated by Medicaid agencies to ensure that all allowable charges and payments are encompassed in the calculation of the final settlement, and drafting letters and providing supporting documentation to meet Medicaid requirements and expedite settlement
8. Conducting ongoing year to year comparative analysis to identify significant trends in billing and financial data

9. Provide ongoing audit support in the event of a state and/or federal audit of GEMT cost report
10. Upon completion of the Missouri GEMT cost report and receipt of cost reimbursement, Client shall pay a 15% contingency fee per annual cost report submission, inclusive of enhanced incremental revenues received from GEMT program.

CONTRACT TERM: 10/18/2018 – 10/1/2019 (Option for renewal)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date written above.

City of Kirkwood

BY: _____
NAME: _____
TITLE: _____
DATE: _____

EMS MC

BY: _____
NAME: _____
TITLE: _____
DATE: _____

RESOLUTION 159-2018

A RESOLUTION APPOINTING PAT JONES AS AN ALTERNATE TO THE BOARD OF ADJUSTMENT FOR A TERM TO JUNE 2021.

WHEREAS, there is currently an Alternate position open on the Board of Adjustment, and

WHEREAS, Pat Jones currently serves as an Alternate to the Architectural Review Board, and

WHEREAS, the City Council believes that Patt should be appointed as Alternate to the Board of Adjustment for a term to June 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Pat Jones hereby appointed as an Alternate to of the Board of Adjustment for a term to June 2021.

SECTION 2. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 8TH DAY OF OCTOBER 2018.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 10/18/2018

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

There are vacancies for alternate positions on the Board of Adjustment.

Recommendations and Action Requested:

Appoint Pat Jones as an Alternate to the Board of Adjustment for a term to June 2021

Alternatives Available:

Cost: \$0.00 Account #: 0000000000000 Project #: Budgeted: NO

If YES, Budgeted Amount: If NO, or if insufficient funding (Complete Step #3).


Department Head Comments:

BY: Laurie Asche

Date: 10/9/2018

Authenticated: aschelb

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Select...

Purchasing Director's Comments:


BY: Select...


Date:

Authenticated:

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Select...

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

BY: Select...

Date:

Authenticated:

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve

Diasapprove

Chief Administrative Officer's Comments:

BY:



Date:

10-11-18

RESOLUTION 160-2018

A RESOLUTION TRANSFERRING FUNDS IN THE AMOUNT OF \$21,466 FROM THE TRANSFER TO OTHER FUNDS ACCOUNT TO THE CAPITAL EXPENDITURES/BUILDING AND SITE IMPROVEMENT ACCOUNT FOR REPAIRS TO THE ICE RINK HOT WATER HEATERS.

WHEREAS, the Ice Rink has three hot water heaters that are failing and are in need of replacement and repair, and

WHEREAS, funds in the amount of \$21,466 need to be transferred from Account #302-2001-451.10.10 (Transfer to Other Funds) to Account #302-2001-600.75.03 (Capital Expenditures/Building and Site Improvement) for repairs to the Ice Rink hot water heaters.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Funds in the amount of \$21,466 are hereby transferred from Account #302-2001-451.10.10 (Transfer to Other Funds) to Account #302-2001-600.75.03 (Capital Expenditures/Building and Site Improvement) for repairs to the Ice Rink hot water heaters.

SECTION 2. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 18TH DAY OF OCTOBER 2018.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 10/18/2018

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The ice rink has three hot water heaters that provide hot water for the ice resurfacers garage and locker rooms. One of the three water heaters had failed earlier this year and plans were underway to replace it. A second water heater failed, and the third unit was deemed near failure by representatives of the manufacturer. The decision was made to replace all three units before total failure and the issues that would result from such a failure.

Recommendations and Action Requested:

This request is to transfer \$21,466.00 from Account 302-2001-451-1010 (Transfer to Other Funds) to Account 302-2001-600-7503 (Capital Expenditures/Building & site Improvements) to cover a portion of the costs for emergency repairs for the ice rink hot water heaters.

Alternatives Available:

Cost: \$21,466.00 Account #: 30220016007503 Project #: PR1914 Budgeted: NO

If YES, Budgeted Amount: If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

These repairs to the hot water heaters were authorized on an emergency basis by the Chief Administrative Officer and Director of Procurement at a cost of \$32,266.00. Council has previously approved the transfer of \$10,800 to cover a portion of the repair costs leaving a balance of \$21,466.00 to be covered by this transfer request.

BY: Murray Pounds


Date: 10/10/2018

Authenticated: poundsm

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. (Must have Purchasing Director's approval).

Select...


Purchasing Director's Comments:


BY: Select...


Date:

Authenticated:

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Transfer of Funds

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

BY: John Adams

Date: 10/10/2018

Authenticated: adamsjr

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve

Diasapprove

Chief Administrative Officer's Comments:

BY:



Date:

10-11-18

RESOLUTION 161-2018

A RESOLUTION ACCEPTING THE BID OF DON BROWN CHEVROLET IN THE AMOUNT OF \$35,882.60 (PURSUANT TO STATE OF MISSOURI COOPERATIVE CONTRACT) FOR THE PURCHASE OF A 2019 CHEVROLET TAHOE PURSUIT AWD SUV FOR THE POLICE DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, the City may purchase items and services that have been competitively bid and awarded by State of Missouri Cooperative Contract, and

WHEREAS, staff recommends that the City purchase of a 2019 Chevrolet Tahoe Pursuit AWD SUV for the Police Department from Don Brown Chevrolet under State of Missouri Cooperative Contract #CC180382001 in the amount of \$35,882.60, and

WHEREAS, funds are available in Account #301-1201-600.75.06, Project #PD1901.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The Director of Procurement is hereby authorized and directed to issue a Purchase Order in the amount of \$35,882.60 to Don Brown Chevrolet under State of Missouri Cooperative Contract #CC1080382001 for the purchase of a 2019 Chevrolet Tahoe Pursuit AWD SUV for the Police Department.

SECTION 2. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 18TH DAY OF OCTOBER 2018.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 10/18/2018

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The Police Department wishes to replace a 2011 model year Chevrolet Tahoe patrol vehicle with a 2019 Chevrolet Tahoe 4WD patrol vehicle. The purchase is planned and is budgeted.

Recommendations and Action Requested:

The Police Department is requesting Council approval for the purchase from Don Brown Chevrolet of one 2019 Chevrolet Tahoe 4WD police vehicle, under State of Missouri contract CC180382001 .

Alternatives Available:

Purchase another makes vehicle or not purchase anything.

Cost: \$35,882.60 Account #: 30112016007506 Project #: PD1901 Budgeted: YES

If YES, Budgeted Amount: \$59,931.00 If NO, or if insufficient funding (Complete Step #3).


Department Head Comments:

BY: Brian Murphy

Date: 10/9/2018

Authenticated: folluojd

You can attach up to 3 files along with this request.


Model Year 2018 Patrol
Vehicles 6.12.18.pdf
Adobe Acrobat Document
102 KB

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

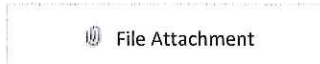
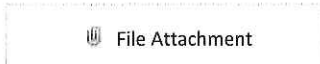
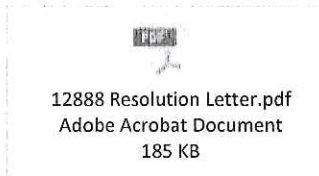
Purchasing Director's Comments:

BY: David Weidler

Date: 10/11/2018

Authenticated: weidledc

You can attach up to 3 files along with this request.



Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

BY: John Adams

Date: 10/11/2018

Authenticated: adamsjr

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve

Diasapprove

Chief Administrative Officer's Comments:

BY: 

Date: 10-11-18



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING

NOTIFICATION OF STATEWIDE CONTRACT

June 12, 2018

CONTRACT TITLE: MODEL YEAR 2018 PATROL VEHICLES

CURRENT CONTRACT PERIOD:	January 3, 2018 through December 31, 2018	
RENEWAL INFORMATION:	Original Contract Period:	January 3, 2018 through June 30, 2018
	Renewal Options Available:	Roll-Over Extension Available
	Potential Final Expiration:	December 31, 2018
BUYER INFORMATION:	Jason Kolks (573) 522-1620 jason.kolks@oa.mo.gov	

ALL PURCHASES MADE UNDER THIS CONTRACT MUST BE FOR **PUBLIC USE ONLY**.
PURCHASES FOR PERSONAL USE BY PUBLIC EMPLOYEES OR OFFICIALS ARE PROHIBITED.

THE USE OF THIS CONTRACT IS **MANDATORY** FOR ALL STATE AGENCIES.
Local Purchase Authority shall not be used to purchase supplies/services included
in this contract unless specifically allowed by the contract terms.

The entire contract document may be viewed and printed from the Division of Purchasing's **Awarded Bid & Contract Document Search** located on the Internet at

<http://oa.mo.gov/purchasing>.

~ Instructions for use of the contract, specifications, requirements, and pricing are attached ~.

CONTRACT NUMBER	SAM II VENDOR NUMBER/ MissouriBUYS SYSTEM ID	VENDOR INFORMATION	MBE/ WBE	COOP PROCURE-MENT
CC180382001	4313370020 1 MB00089555	Don Brown Chevrolet 2244 South Kingshighway St. Louis, MO 63110 (314) 772-1400 (314) 772-1022 fax <u>Contact:</u> Dave Helterbrand – dave@donbrownchevrolet.com	No	Yes

CONTRACT NUMBER	SAM II VENDOR NUMBER/ MissouriBUYS SYSTEM ID	VENDOR INFORMATION	MBE/ WBE	COOP PROCURE -MENT
CC180382002	4312062830 3 MB00093420	Lou Fusz Dodge 3480 Highway K O'Fallon, MO 63368 (636) 442-8156 office (direct) (618) 791-4764 cell (636) 442-8152 fax <u>Contact:</u> Paul Joshu – paul.joshu@fusz.com	No	Yes
CC180382003	4315457930 1 MB00094770	Lou Fusz Ford #2 Caprice Dr. Chesterfield, MO 63005 (636) 532-9955 (636) 519-8005 fax <u>Contact:</u> Tom Biehle – tom.biehle@fusz.com	No	Yes

STATEWIDE CONTRACT HISTORY

The following summarizes actions related to this Notification of Statewide Contract since its initial issuance. Any and all revisions have been incorporated into the attached document.

Contract Period	Issue Date	Summary of Changes
July 1, 2018 through December 31, 2018	6/12/18	Roll-over extension for the Ford Police Interceptor Sedan and Utility
January 3, 2018 through June 30, 2018	6/1/18	Roll-over extension for the Chevrolet Dodge models
January 3, 2018 through June 30, 2018	04/11/18	Order cut-off dates revised for Chevrolet models.
January 3, 2018 through June 30, 2018	04/06/18	Updated Buyer information.
January 3, 2018 through June 30, 2018	03/05/18	Order cut-off dates added for Ford and Chevrolet models.
January 3, 2018 through June 30, 2018	02/15/18	Order cut-off dates added for Dodge models.
January 3, 2018 through June 30, 2018	01/08/18	Updated contact information for Lou Fusz Dodge.
January 3, 2018 through June 30, 2018	01/03/18	Initial issuance of new statewide contract

**PATROL VEHICLES –MODEL YEAR 2018
(Statewide)**

Contracts CC180382001, CC180382002 and CC180382003 have been established for the purchase of miscellaneous model year 2018 police package vehicles. These are law enforcement vehicles and their purchase must be intended for law enforcement use. Specific information on warranty, ordering and delivery terms follows. Vehicle specifications and prices, including options, are included herein.

BRAND AND MODEL

Contract Number	Brand	Model	Contractor
CC180382001	Chevrolet	Tahoe 2WD Pursuit Utility Vehicle	Don Brown Chevrolet
	Chevrolet	Tahoe 4WD Special Services Utility Vehicle	
CC180382002	Dodge	Charger Pursuit All-Wheel Drive Sedan	Lou Fusz Dodge
	Dodge	Durango Special Service Package All-Wheel Drive SUV	
CC180382003	Ford	Police Interceptor Sedan	Lou Fusz Ford
	Ford	Police Interceptor Utility	
	Ford	Expedition Special Services Vehicle	
	Ford	F-150 Police Responder	

GENERAL INFORMATION

The contractor shall provide Model Year 2018 Patrol Vehicles with all manufacturers' standard equipment and any additional equipment required by the State of Missouri on an as needed, if needed basis. The contractor must comply with all mandatory requirements and specifications presented herein pertaining to provision of the patrol vehicles. The base price on contract shall include all mandatory requirements and specifications presented herein.

All items of standard equipment which are normally provided with each vehicle by the manufacturer shall be furnished unless such items are expressly omitted by the IFB specifications. Conversely, mandatory items that are considered non-standard by the manufacturer shall be provided as specified.

All options and/or accessories stated herein must be manufacturer's original equipment. Aftermarket options and/or accessories shall not be acceptable.

As applicable, all options must be factory installed.

WARRANTY

The manufacturer's standard factory warranty shall apply to all vehicles. A properly executed warranty must be delivered with the vehicle. The warranty shall not become effective until the vehicle is delivered to and accepted by the state agency.

All warranty service must be performed in Missouri.

ORDERING

NOTE TO STATE AGENCIES: Prior to making a vehicle purchase, the state agency must complete a vehicle pre-approval form and submit it to Stan Perkins, Acting State Fleet Manager. The pre-approval form can be found at the following website address:

<http://oa.mo.gov/general-services/state-fleet-management/vehicle-preapproval-process-and-vehicle-credits>

Once the state agency receives approval from the State Fleet Manager, the agency shall issue its own PGQ (Quick Price Agreement) order in SAMII or a requisition within MissouriBUYS. The contractor must not ship until they are in receipt of a hard copy purchase order.

PATROL VEHICLES –MODEL YEAR 2018
(Statewide)

DELIVERY

Delivery must be made between the hours of 8:00 a.m. and 12:00 noon or 1:00 p.m. and 4:00 p.m., Monday through Friday, holidays excepted.

Each vehicle shall be delivered with the proper form to apply for Missouri title and license including the Manufacturer's Statement of Origin and invoice.

Each vehicle shall be delivered with the owner's manual.

In the event the contractor fails to deliver the vehicle within the stated delivery days, the State of Missouri reserves the right to find the same or similar vehicle from another source, and to charge the contractor the difference for the substitution. In assessing the applicability of this provision, the State of Missouri will consider the degree of contractor responsibility in the delay.

VEHICLE PREPARATION CHARGE AND DELIVERY CHARGE

The vehicle preparation costs (line items 8, 14, 21, 25, 32, 40, 45 and 50) and the round trip per mile delivery charge (line item 51) shall only apply to public (cooperative procurement) entities and all other state agencies making purchases off the contract. These charges shall not apply to the Missouri State Highway Patrol.

FINANCIAL RESPONSIBILITY

The State of Missouri recognizes that dealerships may make financial arrangements that result in a finance company retaining a security interest in vehicles the State of Missouri purchases until such time as the dealership receives payment in full for those vehicles. The contractor shall understand and agree that a separate "Acknowledgement of Security Interest and Assignment" or similar document shall not be necessary and shall not be signed by the State of Missouri.

SUBSTITUTIONS

The contractor shall not substitute any item(s) that has been awarded to the contractor without the prior written approval of the Division of Purchasing.

In the event an item becomes unavailable, the contractor shall be responsible for providing a suitable substitute item. The contractor's failure to provide an acceptable substitute may result in cancellation or termination of the contract.

Any item substitution must be a replacement of the contracted item with a product of equal or better capabilities and quality, and with equal or lower pricing. The contractor shall understand that the state reserves the right to allow the substitution of any new or different product/system offered by the contractor. The Division of Purchasing shall be the final authority as to acceptability of any proposed substitution.

Any item substitution shall require a formal contract amendment authorized by the Division of Purchasing prior to the state acquiring the substitute item under the contract.

The state may choose not to compel an item substitution in the event requiring a substitution would be deemed unreasonable in the sole opinion of the State of Missouri. The contractor shall not be relieved of substituting a product in the event of manufacturer discontinuation or other reason simply for reasons of unprofitability to the contractor.

PATROL VEHICLES –MODEL YEAR 2018
(Statewide)

REPAIR OR REPLACEMENT OF DAMAGED PRODUCT

The contractor shall be responsible for repairing any item or components received in damaged condition at no cost to the State of Missouri. In the event the item cannot be repaired or if the repair would otherwise compromise the integrity of the commodity and the manufacturer warranty, then the contractor must replace the item or component in its entirety at no additional cost to the state. This includes all delivery/transportation costs for returning non-functional items to the contractor for replacement.

NOTE: IF ANY OF THE ABOVE PERFORMANCE REQUIREMENTS ARE NOT MET AND/OR VEHICLE DELIVERED DOES NOT HAVE ALL NECESSARY EQUIPMENT, PLEASE CONTACT JASON KOLKS AT (573) 522-1620 OR jason.kolks@oa.mo.gov.

PATROL VEHICLES – MODEL YEAR 2018
(Statewide)

Contract Number: CC180382001

Contractor: Don Brown Chevrolet

Line Item 1

UNSPSC Code: 25101702

MAKE/MODEL: 2018 Chevrolet Tahoe 2WD 9C1 Pursuit Utility Vehicle

PRICE: \$31,968.00

roll-over extension until 12/31/18

EQUIPMENT INCLUDED IN PRICE

- V-8 type, 5.3 liter gasoline engine with engine oil cooler
- Rear wheel drive
- 3.08 to 1 Rear Axle Ratio
- Six (6) speed automatic transmission, heavy-duty for police operation with auxiliary oil cooler.
- Electric power steering
- Tilt steering wheel
- Heavy-duty fade resistant four wheel anti-lock disc brakes with power booster
- Heavy-duty suspension for police usage. Front independent torsion bar & rear multi-link coil spring suspension system.
- Five (5) tires, P265/60R17 BSW, "V" speed rated (includes full size spare)
- Five 17" x 8" heavy duty steel wheels (includes full spare)
- Bolt-on center caps
- 170 ampere alternator
- Heavy-duty 720 c.c.a. battery
- 730 c.c.a. auxiliary battery
- Speed Control
- Air conditioning system with integral heater and defroster
- Electric rear window defroster
- Police type certified 0-150 mph speedometer
- AM/FM MyLink Radio with Apple Car Play
- Manufacturer's standard air bags.
- Radio noise suppression devices included.
- Power windows and door locks, rear power window operable from rear seat and driver's seat, rear window lockout switch controllable from driver's position
- Rear inside door locks and handles fully operable.
- Driver front door and lift gate lock cylinders.
- Heavy-duty cloth 40/20/40 split bench style seating without center 20% section. Center section must be deleted. Power driver & front passenger seat adjusters.
- Heavy-duty cloth 60/40 split folding bench second row seat – third row seating deleted
- Full color keyed carpeting
- Manufacturer's standard floor mats
- Front license bracket
- Spotlight provision, left hand (driver side) with 6" halogen spotlight
- Factory installed red/white overhead high intensity auxiliary dome lamp
- Power adjustable heated outside rear view mirrors
- Manufacturer's standard OnStar system with Bluetooth hands-free connectivity.

- Grill lamp/siren speaker wiring for connection to agency furnished equipment.
- Horn/Siren wiring circuit for connection of agency furnished switch.
- Manufacturer's standard rear vision camera
- Rear park assist with audible warning
- Deep tinted glass, all windows except windshield & front door windows which shall be a light tinted glass.
- Single key locking system with minimum of two (2) keyless entry key fobs. Each vehicle keyed differently.
- Keyless entry system
- Standard Production Solid Color Exterior (black, white, silver ice, tungsten, blue velvet, satin steel, pepperdust) and Standard Interior Trim
- Factory installed trailering equipment, to include hitch & wiring
- Manufacturer installed under body shield package.
- Fleet and Free Maintenance Credits applied

AVAILABLE OPTIONS
(for line item 1)

Line Item 2 – 4WD 9C1 Pursuit Option \$2,946.00
(Includes 2-speed electronic Autotrac transfer case with rotary controls)

Line item 3 – Complete 40/20/40 cloth front bench seating NO CHARGE
***must state when ordering**

Line Item 4 – Additional Keyless entry transmitters \$69.00
(package of six (6) transmitters)

Line Item 5 – Power adjustable brake and accelerator pedals \$145.00

Line Item 6 – Black vinyl floor covering \$161.00
(delete carpet and carpeted floor mats) (credit)

Line Item 7 – Optional 17" x 8" machined aluminum wheels (spare may remain steel) \$480.00

Line Item 52: Miscellaneous Option/Features
**for the purchase of options/features not specifically identified herein

DELIVERY: 90 days ARO

5 years or 100,000 miles (drive train)

WARRANTY: 3 years or 36,000 miles (bumper to bumper)

**PREPARATION COST FOR COOPERATIVE PROCUREMENT MEMBERS & OTHER STATE AGENCIES
(fee pertains to line item 1)**

Line Item 8 – Preparation Cost **\$965.00 per vehicle**

Other State agencies and Cooperative Procurement members may purchase vehicles off this contract. The total vehicle preparation cost stated for the vehicles processed through the contractors dealership is charged per vehicle.

Line Item 51 – Round Trip Per Mile Delivery Charge **\$0.98 per mile**

Total round trip per mile to deliver cooperative procurement and other state agencies vehicles if requested.

Vehicles will be delivered from St. Louis, Missouri.

PATROL VEHICLES – MODEL YEAR 2018
(Statewide)

Contract Number: CC180382001

Contractor: Don Brown Chevrolet

Line Item 9
UNSPSC Code: 25101702

MAKE/MODEL: 2018 Chevrolet Tahoe 4WD 5W4 Special Services Utility Vehicle **PRICE: \$34,380.00**
roll-over extension until 12/31/18

EQUIPMENT INCLUDED IN PRICE

- V-8 type, 5.3 liter gasoline engine with engine oil cooler
- Four Wheel Drive
- 3.08 to 1 Rear Axle Ratio
- Six (6) speed automatic transmission, heavy-duty for police operation with auxiliary oil cooler.
- Electric power steering
- Tilt, urethane steering wheel
- Heavy-duty fade resistant four wheel anti-lock disc brakes with power booster
- Front coil-over shocks with stabilizer. Rear multi-link with coil springs with stabilizer
- Five (5) tires, P265/70R17 all-terrain BSW (includes full size spare)
- Five 17" x 8" heavy duty steel wheels, silver with center caps (includes full spare)
- 170 ampere alternator
- Heavy-duty 720 c.c.a. battery
- 730 c.c.a. auxiliary battery
- Speed Control
- 140 MPH speedometer
- Air conditioning system with integral heater and defroster
- Electric rear window defroster
- AM/FM MyLink radio with Apple Car Play
- Manufacturer's standard air bags.
- Radio noise suppression devices included.
- Power windows and door locks, rear power window operable from rear seat and driver's seat, rear window lockout switch controllable from driver's position
- Rear inside door locks and handles fully operable.
- Driver front door and lift gate lock cylinders.
- Heavy-duty cloth 40/20/40 split bench style seating without center 20% section. Center section must be deleted. Power driver & front passenger seat adjusters.
- Heavy-duty cloth 60/40 split folding bench second row seat – third row seating deleted.
- Full color keyed carpeting
- Manufacturer's standard front and rear floor mats
- Front license bracket
- Spotlight provision, left hand (driver side) with 6" halogen spotlight
- Factory installed red/white overhead high intensity auxiliary dome lamp
- Power heated outside rear view mirrors
- Rear Vision Camera
- Rear Park Assist with audible warning
- Manufacturer's standard OnStar system with Bluetooth
- Grill lamp/siren speaker wiring for connection to agency furnished equipment.
- Horn/Siren wiring circuit for connection of agency furnished switch.
- Deep tinted glass, all windows except windshield & front door windows which shall be a light tinted glass.
- Single key locking system with minimum of two (2) keyless entry key fobs. Each vehicle keyed differently.
- Keyless entry system
- Standard Production Solid Color Exterior (black, white, silver, tungsten, blue velvet, satin steel & pepperdust) and Standard Interior Trim
- Factory installed trailering equipment, to include hitch & wiring
- Manufacturer installed underbody shield package.
- Fleet Free Maintenance Credit applied

AVAILABLE OPTIONS
(for line item 9)

- Line Item 10** – Remove Left (driver side) factory spotlight provision and installed 6" halogen spotlight **\$398.00** (credit)
- Line item 11** – Complete 40/20/40 cloth front bench seating (state when ordering) **NO CHARGE**
- Line Item 12** – Power adjustable brake and accelerator pedals **\$138.00**
- Line Item 13** – Delete steel wheels & replace with factory installed 18" x 8.5" aluminum wheels (spare may remain steel). Requires change to 18" all season tires. **\$590.00**
- Line Item 52:** Miscellaneous Option/Features
**for the purchase of options/features not specifically identified herein
- DELIVERY:** 90 days ARO
- WARRANTY:** 3 years or 36,000 miles (bumper to bumper)
5 years or 100,000 miles (drive train)

**PREPARATION COST FOR COOPERATIVE PROCUREMENT MEMBERS & OTHER STATE AGENCIES
(fee pertains to line item 9)**

Line Item 14 – Preparation Cost \$965.00 per vehicle
Other State agencies and Cooperative Procurement members may purchase vehicles off this contract. The total vehicle preparation cost stated for the vehicles processed through the contractors dealership is charged per vehicle.

Line Item 51 – Round Trip Per Mile Delivery Charge \$0.98 per mile
Total round trip per mile to deliver cooperative procurement and other state agencies vehicles if requested.

Vehicles will be delivered from St. Louis, Missouri.

PATROL VEHICLES – MODEL YEAR 2018
(Statewide)

Contract Number: CC180382002

Contractor: Lou Fusz Dodge

Line Item 15
UNSPSC Code: 25101702

MAKE/MODEL: 2018 Dodge Charger Pursuit All-Wheel Drive Sedan

PRICE: \$22,688.00

roll-over extension until 12/31/18

EQUIPMENT INCLUDED IN PRICE

- 5.7 liter V8 gasoline engine with heavy-duty cooling system and engine oil cooler
- All wheel drive
- Five (5) speed automatic with overdrive, heavy-duty for police operation. Lever shifter.
- 3.07 to 1 rear axle ratio
- Heavy-duty electro-hydraulic rack and pinion power steering with oil cooler.
- Tilt steering wheel
- Heavy-duty fade resistant four wheel anti-lock disc brakes with power booster
- Heavy-duty 4 wheel independent front and rear police tuned suspension.
- Five (5) tires, 245/55R18 "W" speed rated (includes full-size spare)
- Five (5) 18" x 7.5" steel wheels (includes full-size spare)
- 18" Full Wheel Covers
- Spare tire relocation bracket
- 220 ampere heavy-duty alternator
- 800 c.c.a. minimum battery
- Bluetooth hands-free device
- Police type speedometer, 0-160MPH certified for accuracy
- Speed Control
- Air conditioning system with integral heater and defroster
- Electric rear window defroster
- Manufacturer's standard radio
- Power windows and door locks, rear power window operable from rear seat and driver's seat, rear window lockout switch controllable from driver's position
- Rear inside door locks and handles fully operable
- Single key locking system; keyless entry system
- Electric to unlock the deck lid from driver's position inside the vehicle, ignition powered
- Heavy-duty bucket seats, reinforced for increased support and covered with heavy duty cloth fabric; no center console; power adjusting driver seat
- Heavy-duty cloth bench rear seat
- Manufacturer's standard air bags
- Full carpeting front and rear
- Carpeted floor mats
- Front license bracket
- Factory spotlight provision, left hand with 6" halogen spotlight
- High intensity red/white auxiliary dome lamp wired and switched independently from standard dome lamp

- Standard production solid color exterior (billet, silver, indigo blue, max steel, black, white, granite, red) and standard interior trim
- Manufacturer's standard backup camera
- Police equipment mounting bracket located between front seats
- Officer Protection Package (blind spot, power, fold pursuit mirrors; exterior mirrors with heating element; ParkSense rear park assist system; blind spot and cross path detection; programmable system to alert officer when vehicle is approached from rear; intermotive modules shipped separately and installed by agency)
- Secure Park

AVAILABLE OPTIONS
(for line item 15)

- Line Item 16**– 3.6 liter V6 gasoline engine **\$1,415.00**
(deletes all-wheel drive & changes axle ratio to 2.62 to 1; changes power steering to electric assist & deletes power steering oil cooler) (credit)
- Line Item 17** – Delete all-wheel drive system **\$575.00**
(changes axle ratio to 2.62 to 1; changes power steering to electric assist & deletes power steering oil cooler) (credit)
- Line Item 18** – Convenience Group 1 **\$480.00**
(includes power adjustable pedals & driver/front passenger power adjusting seats)
- Line Item 19** – Four (4) additional key FOBS **\$100.00**
- Line Item 20** – 12.1 inch Integrated Display Pkg. **\$2,120.00**

DELIVERY: 45 - 60 days ARO

WARRANTY: 3 years or 36,000 miles (bumper to bumper)
5 years or 100,000 miles (power train)

PREPARATION & DELIVERY COST FOR COOP MEMBERS & OTHER STATE AGENCIES
(fee pertains to line item 15)

Line Item 21 – Preparation Cost **\$600.00 per vehicle**

Other State agencies and Cooperative Procurement members may purchase vehicles off this contract. The total vehicle preparation cost stated for the vehicles processed through the contractors dealership is charged per vehicle.

Line Item 51 – Delivery Cost **\$1.50 per mile**

Total round trip per mile cost for contractor to deliver cooperative procurement member and other state agency vehicles if requested.

Vehicles will be delivered from O'Fallon, Missouri.

PATROL VEHICLES – MODEL YEAR 2018
(Statewide)

Contract Number: CC180382002

Contractor: Lou Fusz Dodge

Line Item 22

UNSPSC Code: 25101702

MAKE/MODEL: 2018 Dodge Durango Special Service Package AWD Sport Utility

PRICE: \$28,698.00

roll-over extension until 12/31/18

EQUIPMENT INCLUDED IN PRICE

- 5.7 liter V8 gasoline engine with heavy-duty cooling system and engine oil cooler
- All wheel drive
- Eight (8) speed automatic with overdrive.
- Tilt steering wheel
- Heavy-duty four wheel anti-lock disc brakes with power booster
- Front and rear independent suspension systems.
- Manufacturer's standard tires; full size spare
- Manufacturer's standard aluminum wheels (includes full-size spare – steel spare wheel is acceptable)
- 220 ampere heavy-duty alternator
- 800 c.c.a. minimum battery
- Bluetooth hands-free device
- Police type speedometer certified for accuracy
- Speed Control
- Air conditioning system with integral heater and defroster
- Electric rear window defroster
- Rear liftgate glass wiper with washer
- Manufacturer's standard radio
- Power windows and door locks
- Single key locking system; keyless entry system
- Heated power adjusting outside rear view mirrors
- Heavy-duty cloth bucket seats with power adjusting driver seat
- Heavy-duty cloth second row 60/40 bench seat
- No third row seating
- Manufacturer's standard air bags
- Full carpeting front and rear
- Carpeted floor mats
- Front license bracket
- Factory installed spot lamp wiring
- High intensity red/white auxiliary dome lamp wired and switched independently from standard dome lamp
- Factory installed tow package with class 4 receiver hitch
- Skid plates for fuel tank, transfer case, front suspension and underbody
- Manufacturer standard backup camera
- Standard production solid color exterior (white, silver, billet, granite, max steel, black) and standard interior trim

AVAILABLE OPTIONS
(for line item 22)

Line Item 23 – 3.6 liter V6 gasoline engine (changes all-wheel drive system to single speed)	<u>\$2,485.00</u> (credit)
Line Item 24 – 3.6 liter V6 engine with rear wheel drive (deletes all-wheel drive system)	<u>\$4,000.00</u> (credit)

DELIVERY: 90 - 120 days ARO

WARRANTY: 3 years or 36,000 miles (bumper to bumper)

5 years or 100,000 miles (power train)

**PREPARATION & DELIVERY COST FOR COOP MEMBERS & OTHER STATE AGENCIES
(fee pertains to line item 22)**

Line Item 25 – Preparation Cost \$600.00 per vehicle

Other State agencies and Cooperative Procurement members may purchase vehicles off this contract. The total vehicle preparation cost stated for the vehicles processed through the contractors dealership is charged per vehicle.

Line Item 51 – Delivery Cost \$1.50 per mile

Total round trip per mile cost for contractor to deliver cooperative procurement member and other state agency vehicles if requested.

Vehicles will be delivered from O'Fallon, Missouri.

PATROL VEHICLES – MODEL YEAR 2018
(Statewide)

Contract Number: CC180382003

Contractor: Lou Fusz Ford

Line Item 26

UNSPSC Code: 25101702

MAKE/MODEL: 2018 Ford Police Interceptor Sedan

PRICE: \$27,331.00

roll-over extension until 12/31/18

EQUIPMENT INCLUDED IN PRICE

- | | |
|---|---|
| <ul style="list-style-type: none"> - V-6 type, 3.5 liter turbo-charged (EcoBoost) gasoline engine with heavy-duty cooling system and engine oil cooler - 148 mph top speed calibration - All wheel drive - Six speed automatic heavy-duty police calibration, column mounted gear selector and auxiliary oil cooler - Heavy-duty electric power assist steering - Tilt steering wheel - Heavy-duty fade resistant four wheel anti-lock disc brakes with power booster - Independent front and rear suspension. Front and rear stabilizer bars - Five (5) tires, 245/55R18 BSW, "W" speed rated (includes full size spare) - Five (5) 18" heavy-duty steel wheels (includes full size spare) - 18" Full Wheel Covers - 220 ampere heavy duty alternator - 750 c.c.a. minimum battery - Police type speedometer certified for accuracy - Speed Control - Air conditioning system with integral heater and defroster - Electric rear window defroster - Manufacturer's standard radio - Power adjustable brake and accelerator pedals - Radio noise suppression bonding straps - Rear inside door locks and handles fully operable - Automatic Deck Lid Release, ignition controlled | <ul style="list-style-type: none"> - Deck lid and driver door key lock cylinder - Single key locking system - Heavy-duty front bucket seats without center console, designed for police usage and covered with heavy-duty cloth fabric. 6-way power adjusting driver seat - Heavy-duty cloth bench rear seat - Manufacturer's standard air bags - Full carpeting both front and rear - Carpeted floor mats - Front license bracket - Factory spotlight provision, left hand with 6" halogen spotlight - Police power pigtail harness - Pre-wiring for LED, siren, and speaker - Courtesy lamps disabled when any door is opened - Front row overhead red/white auxiliary dome lamp - Standard Production Solid Color Exterior and Standard Interior Trim - L.H and R.H power heated power adjusting outside rearview mirrors - Remote Keyless entry with a minimum of two (2) FOBs - Head lamp housing prep package. Does not include LED installed lights - Tail lamp housing prep package. Does not include LED installed lights. - Power windows and door locks, rear power windows operable from rear seat and driver's seat, rear window lockout switch controllable from driver's position - Police engine idle feature |
|---|---|

AVAILABLE OPTIONS
(for line item 26)

Line Item 27 – 3.7 liter V6 gasoline engine with all wheel drive (normally aspirated)	<u>\$2,400.00</u> (credit)
Line Item 28 – 3.5 liter V6 gasoline engine with front wheel drive (normally aspirated)	<u>\$3,400.00</u> (credit)
Line Item 29 – Ford SYNC	<u>\$295.00</u>
Line Item 30 – Standard wheel center caps in lieu of full wheel covers	<u>\$60.00</u> (credit)
Line Item 31 – Blind spot information system With cross traffic alert	<u>\$415.00</u>
Line Item 52 – Miscellaneous Options/Features	

**for the purchase of options/features not specifically identified herein

DELIVERY: 90-120 days ARO

WARRANTY: 3 years or 36,000 miles (bumper to bumper)
5 years or 100,000 miles (power train)

PREPARATION & DELIVERY COST FOR COOP MEMBERS & OTHER STATE AGENCIES
(fee pertains to line item 26)

Line Item 32 – Preparation Cost **\$995.00 per vehicle**

Other State agencies and Cooperative Procurement members may purchase vehicles off this contract. The total vehicle preparation cost stated for the vehicles processed through the contractors dealership is charged per vehicle.

Line Item 51 – Delivery Cost **\$1.50 per mile**

Total round trip per mile cost for contractor to deliver cooperative procurement member and other state agency vehicles if requested.

Vehicles will be delivered from Chesterfield, Missouri.

PATROL VEHICLES – MODEL YEAR 2018
(Statewide)

Contract Number: CC180382003

Contractor: Lou Fusz Ford

Line Item 33

UNSPSC Code: 25101702

MAKE/MODEL: 2018 Ford Police Interceptor Utility AWD

PRICE: \$28,248.00

roll-over extension until 12/31/18

EQUIPMENT INCLUDED IN PRICE

- V-6 type, 3.7 liter normally aspirated gasoline engine with heavy-duty cooling system and engine oil cooler
- All wheel drive
- Six speed automatic heavy-duty police calibration, column mounted gear selector and auxiliary oil cooler
- Heavy-duty fade resistant four wheel anti-lock disc brakes with power booster
- Heavy-duty electric power assist steering
- Tilt steering wheel
- Independent front and rear suspension. Front and rear stabilizer bars
- Five (5) tires, 245/55R18 BSW, "W" speed rated (includes full size spare)
- Five (5) 18" heavy-duty steel wheels (includes full size spare)
- 18" Full Wheel Covers
- 220 ampere heavy-duty alternator
- 750 c.c.a. minimum battery
- Police type speedometer certified for accuracy
- Speed Control
- Air conditioning system with integral heater and defroster
- Electric rear window defroster
- Manufacturer's standard radio
- Manufacturer's standard backup camera
- Reverse sensing system
- Power adjustable brake and accelerator pedals
- Radio noise suppression bonding straps
- Power windows and door locks, rear power window operable from rear seat and driver's seat, rear window lockout switch controllable from driver's position
- Rear inside door locks and handles fully operable
- Global lock/unlock feature
- Lift gate key lock cylinder and driver door key lock cylinder
- Single key locking system
- Power adjusting heated outside rearview mirrors
- Heavy-duty front bucket seats without center console, designed for police usage and covered with heavy-duty cloth fabric. 6-way power adjusting driver seat
- Privacy glass for second and third row
- Heavy-duty cloth bench rear seat
- Manufacturer's standard air bags
- Full carpeting first and second row
- Carpeted floor mats
- Front license bracket
- Factory spotlight provision, left hand with 6" halogen spotlight

- Police power pigtail harness
- Pre-wiring for LED lamp, siren and speaker
- Courtesy lamps disabled when any door is opened
- First row red/white auxiliary dome lamp
- Red/White overhead dome lamp in cargo area.
- Headlamp housing prep package. Does not include LED installed lights.
- Tail lamp housing prep package. Does not include LED installed lights.
- Police engine idle feature
- Standard production solid color exterior and standard interior trim
- Left hand and right hand power adjusting outside rearview mirrors
- Remote keyless entry with a minimum of two (2) fobs

**AVAILABLE OPTIONS
(for line item 33)**

- | | |
|---|------------------------------------|
| Line Item 34 – 3.5 liter V6 Turbo-charged (EcoBoost) gasoline engine | <u>\$1,800.00</u> |
| Line Item 35 – Black vinyl floor covering (Deletes carpet and carpeted floor mats) | <u>\$120.00</u>
(credit) |
| Line Item 36 – Auxiliary air conditioning | <u>\$610.00</u> |
| Line Item 37 – Ford SYNC | <u>\$295.00</u> |
| Line Item 38 – Standard wheel center caps | <u>\$60.00</u>
(credit) |
| Line Item 39 – Blind spot information system with cross traffic alert | <u>\$485.00</u> |
| Line Item 52 – Miscellaneous Options/Features
**for the purchase of options/features not specifically identified herein | |
| DELIVERY: 90-120 days ARO | |
| WARRANTY: 3 years or 36,000 miles (bumper to bumper)
5 years or 100,000 miles (drive train) | |

PREPARATION & DELIVERY COST FOR COOP MEMBERS & OTHER STATE AGENCIES
(fee pertains to line item 33)

Line Item 40 – Preparation Cost **\$995.00 per vehicle**
Other State agencies and Cooperative Procurement members may purchase vehicles off this contract. The total vehicle preparation cost stated for the vehicles processed through the contractors dealership is charged per vehicle.

Line Item 51 – Delivery Cost **\$1.50 per mile**
Total round trip per mile cost for contractor to deliver cooperative procurement member and other state agency vehicles if requested.

Vehicles will be delivered from Chesterfield, Missouri.

PATROL VEHICLES – MODEL YEAR 2018
(Statewide)

Contract Number: CC180382003

Contractor: Lou Fusz Ford

Line Item 41

UNSPSC Code: 25101702

MAKE/MODEL: 2018 Ford Expedition Special Services Vehicle

PRICE: \$35,516.00

ORDER CUT-OFF DATE: 08/03/18

EQUIPMENT INCLUDED IN PRICE

- V-6 type, 3.5 liter EcoBoost
- Four wheel drive
- Ten speed automatic, column mounted gear selector
- Heavy-duty fade resistant four wheel anti-lock disc brakes with power booster
- Power assist steering
- Tilt steering wheel
- Independent front and rear suspension.
- Five (5) tires, 265/70R17 AT (includes full size spare)
- Five (5) 17" steel wheels (includes full size spare)
- Manufacturer's standard Backup Camera
- Speed Control
- Air conditioning system with integral heater and defroster
- Electric rear window defroster
- Manufacturer's standard radio
- Power windows and door locks, rear power window operable from rear seat and driver's seat, rear window lockout switch controllable from driver's position
- Rear inside door locks and handles fully operable
- Single key locking system
- Heavy-duty front bucket seats without center console, designed for police usage and covered with heavy-duty cloth fabric. 6-way power adjusting driver seat
- Heavy-duty cloth bench rear seat
- No third row seating
- Manufacturer's standard air bags
- Vinyl floor covering
- Front license bracket
- Standard production solid color exterior and standard interior trim
- Left hand and right hand power adjusting outside rearview mirrors; heated
- Remote keyless entry with a minimum of two (2) fobs

AVAILABLE OPTIONS
(for line item 41)

Line Item 42 – Extended Length (MAX) Option \$3,340.00
(includes cloth third row seating)

Line Item 44 – Factory installed running boards \$405.00

Line Item 52 – Miscellaneous Options/Features
**for the purchase of options/features not specifically identified herein

DELIVERY: 90-120 days ARO

WARRANTY: 3 years or 36,000 miles (bumper to bumper)
5 years or 60,000 miles (drive train)

PREPARATION & DELIVERY COST FOR COOP MEMBERS & OTHER STATE AGENCIES
(fee pertains to line item 41)

Line Item 45 – Preparation Cost **\$1,195.00 per vehicle**

Other State agencies and Cooperative Procurement members may purchase vehicles off this contract. The total vehicle preparation cost stated for the vehicles processed through the contractors dealership is charged per vehicle.

Line Item 51 – Delivery Cost **\$1.50 per mile**

Total round trip per mile cost for contractor to deliver cooperative procurement member and other state agency vehicles if requested.

Vehicles will be delivered from Chesterfield, Missouri.

**PATROL VEHICLES – MODEL YEAR 2018
(Statewide)**

Contract Number: CC180382003

Contractor: Lou Fusz Ford

Line Item 46

UNSPSC Code: 25101702

MAKE/MODEL: 2018 Ford F-150 Responder

PRICE: \$34,523.00

ORDER CUT-OFF DATE: 06/29/18

EQUIPMENT INCLUDED IN PRICE

- V-6 type, 3.5 liter EcoBoost
- Four wheel drive
- Ten speed automatic, column mounted gear selector
- 240 amp alternator
- Heavy-duty fade resistant four wheel anti-lock disc brakes with power booster
- Power assist rack and pinion steering
- Tilt steering wheel
- Independent front and rear suspension.
- Five (5) tires, LT275/65R18 AT (includes full size spare)
- Five (5) 18" machined aluminum wheels (includes full size spare)
- Manufacturer's standard Backup Camera
- Speed Control
- Four (4) door SuperCrew cab with 5.5' box
- Air conditioning system with integral heater and defroster
- Electric rear window defroster
- Manufacturer's standard radio
- Reverse sensing system
- Power windows and door locks, rear power window operable from rear seat and driver's seat, rear window lockout switch controllable from driver's position
- Single key locking system
- Heavy-duty front bucket seats without center console, designed for police usage and covered with heavy-duty cloth fabric. 8-way power adjusting driver seat
- Heavy-duty vinyl bench rear seat
- Manufacturer's standard air bags
- Vinyl floor covering
- Front license bracket
- Trailer tow package (class IV hitch; 4-pin/7-pin wiring harness; auxiliary transmission oil cooler; engine oil cooler)
- Trailer Brake Controller
- Standard production solid color exterior and standard interior trim
- Left hand and right hand power adjusting outside rearview mirrors; heated
- Remote keyless entry with a minimum of two (2) fobs

**AVAILABLE OPTIONS
(for line item 41)**

Line Item 47 – Chrome bumpers, front and rear (includes cloth third row seating) \$315.00

Line Item 48 – Factory installed black platform running boards \$250.00

Line Item 49 – Factory installed fog lamps \$140.00

**Line Item 52 – Miscellaneous Options/Features
for the purchase of options/features not specifically identified herein

DELIVERY: 120-180 days ARO

**WARRANTY: 3 years or 36,000 miles (bumper to bumper)
5 years or 60,000 miles (drive train)**

**PREPARATION & DELIVERY COST FOR COOP MEMBERS & OTHER STATE AGENCIES
(fee pertains to line item 46)**

Line Item 50 – Preparation Cost **\$1,195.00 per vehicle**

Other State agencies and Cooperative Procurement members may purchase vehicles off this contract. The total vehicle preparation cost stated for the vehicles processed through the contractors dealership is charged per vehicle.

Line Item 51 – Delivery Cost **\$1.50 per mile**

Total round trip per mile cost for contractor to deliver cooperative procurement member and other state agency vehicles if requested.

Vehicles will be delivered from Chesterfield, Missouri.

**PATROL VEHICLES – MODEL YEAR 2018
(STATEWIDE CONTRACT)**

**State of Missouri
Office of Administration
Division of Purchasing and Materials Management
Contract Performance Report**

Please take a moment to let us know how this contract award has measured up to your expectations. If reporting on more than one contractor or product, please make copies as needed. This office will use the information to improve products and services available to state agency users. **Comments should include those of the product's end user.**

Contract No.: _____ **Contractor:** _____

Describe Product Purchased (include Item No's., if available): _____

Rating Scale: 5 = Excellent, 4 = Good, 3 = Average, 2 = Poor, 1 = Fails to meet expectations

Product Rating	Rate 1-5, 5 best
Product meets your needs	
Product meets contract specifications	
Pricing	

Contractor Rating	Rate 1-5, 5 best
Timeliness of delivery	
Responsiveness to inquiries	
Employee courtesy	
Problem resolution	
Recall notices handled effectively	

Comments: _____

Prepared by: _____ **Title:** _____ **Agency:** _____

Date: _____ **Phone:** _____ **Email:** _____

Address: _____

Please detach or photocopy this form & return by FAX to 573/526-9816, or mail to:

Office of Administration
Division of Purchasing
301 West High Street, RM 630
PO Box 809
Jefferson City, Missouri 65102
You may also e-mail form to the buyer as an attachment at

jason.kolks@oa.mo.gov

October 11, 2018

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: 2019 Chevrolet Tahoe Pursuit AWD SUV, Bid # 12888

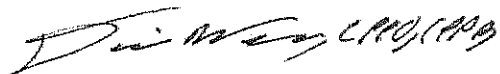
<u>Vendor – Don Brown Chevrolet</u>	<u>Unit Price</u>
2019 Chevrolet Tahoe Pursuit AWD SUV – Silver Ice Metallic	\$31,968.00
Line 2 4WD 9C1 Pursuit Option	2,946.00
Line 5 Power Adjustable Brake and Accelerator Pedals	145.00
Line 6 Black Vinyl Floor Covering	-161.00
Line 8 Dealer Prep	965.00
Line 51 Delivery Costs, \$.98 per mile	19.60
Total Vehicle Cost	\$35,882.60

The City of Kirkwood may use cooperative contracts that are competitively bid. The State of Missouri competitively bid 2019 Chevrolet Tahoe Pursuit AWD SUV and Don Brown Chevrolet was the lowest responsible and responsive bid. The state contract number is CC180382001.

Funds are available in the account number, 301-1201-600-75.06, in the amount of \$59,931.00. The project number is PD1901.

Attached is a request from John Folluo, Police Captain, for a resolution authorizing a purchase order in the amount of \$35,882.60 to be issued to Don Brown Chevrolet for the purchase of a 2019 Chevrolet Tahoe Pursuit AWD SUV for the Police Department.

Respectfully,



David Weidler, CPPO, CPPB
Director of Procurement

RESOLUTION 164-2018

A RESOLUTION ACCEPTING THE PROPOSAL OF OVERHEAD DOOR COMPANY AT THE RATES PROVIDED IN THE MEMO (A COPY OF WHICH IS ATTACHED HERETO AND INCORPORATED BY REFERENCE HEREIN) FOR OVERHEAD DOOR MAINTENANCE, REPAIR, AND INSTALLATION FOR A TERM OF ONE YEAR WITH THE OPTION TO RENEW ANNUALLY FOR FOUR CONSECUTIVE YEARS AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO CONTRACT.

WHEREAS, a Request for Proposals was developed and proposals were received for overhead door maintenance, repair, and installation, and

WHEREAS, a Selection Committee consisting of the Director of Procurement, Fleet Director, Superintendent of Facilities Operations, Procurement Officer, and Assistant Director of Procurement reviewed the proposals, and

WHEREAS, the Selection Committee recommends Overhead Door Company as the most qualified to provide overhead door maintenance, repair, and installation, and

WHEREAS, funds are available in Account #101-1704-429.31.10.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The proposal of Overhead Door Company for overhead door maintenance, repair, and installation at the rates provided in the memo (a copy of which is attached hereto and incorporated by reference herein) for a term of one year with the option to renew annually for four consecutive years is hereby accepted and approved.

SECTION 2. The Mayor is hereby authorized and directed to enter a contract with Overhead Door Company for overhead door maintenance, repair, and installation at the rates provided the memo (a copy of which is attached hereto and incorporated by reference herein) for a term of one year with the option to renew annually for four consecutive years.

SECTION 3. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 18TH DAY OF OCTOBER 2018.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 10/18/2018

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The City contracts qualified companies to perform overhead door maintenance, repair, and installation for the facilities throughout the City on an as required basis through a rate based agreement. This contract would replace a current agreement with Overhead Door Company.

Recommendations and Action Requested:

After review of the submitted proposals it is recommended that the City award a contract to Overhead Door Company.

Alternatives Available:

Not to contract Overhead Door Company and allow our current agreement to expire.

Cost: \$0.00 Account #: 10117044294312 Project #: Budgeted: YES

If YES, Budgeted Amount: \$9,799.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

Please see the attached memo.

BY: David Weidler

Date: 10/11/2018

Authenticated: weidledc

You can attach up to 3 files along with this request.



12853 Resolution Letter.pdf
Adobe Acrobat Document
253 KB

File Attachment

File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. (Must have Purchasing Director's approval).

Approve

Purchasing Director's Comments:


BY: David Weidler


Date: 10/11/2018

Authenticated: weidledc

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Select...

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

BY: John Adams

Date: 10/11/2018

Authenticated: adamsjr

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve

Diasapprove

Chief Administrative Officer's Comments:

BY: 

Date: 10-11-18

October 11, 2018

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Selection Committee's Recommendation for Overhead Door Maintenance, Repair, and Installation, Contract #12853.

Per Article VI. Procurement of the City of Kirkwood's Code of Ordinances, a Selection Committee was appointed by the Chief Administrative Officer and chaired by the Director of Procurement to review and recommend to Council a qualified firm to provide Overhead Door Maintenance, Repair, and Installation Services.

On September 12, 2018, a Request for Proposal # 12853, was sent to Overhead Door Company, Zumwalt Corp, Edelen Company, Kodiak Equipment Co, Cardinal Door, Integra Construction, Martin Door, Enterprise Door, Renner Supply, and Precision Garage Door.

Proposals were received from Overhead Door Company, Zumwalt Corporation.

The Selection Committee, which consisted of David Weidler, Director of Procurement, Chris Wenom, Fleet Director, Trace Walls, Superintendent of Facilities Operations, Dan Gatti, Procurement Officer, and Sara Foan-Oliver, Asst. Director of Procurement, reviewed the proposals.

The scope of services requested is for the City's timely maintenance, repair, and installation of overhead doors to various buildings on an as needed based on established hourly rates, markup, and by estimate cost per repairs. Facilities Operations is responsible the maintenance of eighty-four (84) overhead doors.

The Selection Committee reviewed and evaluated each proposal based on:

- Specialized experience and technical competence of Firm with respect to the type of services required.
- Capacity and capability of Firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project.
- Past record of performance of Firm with respect to such factors as control of costs, quality of work, and ability to meet schedules.
- Firm's proximity to and familiarity with the area in which the projects are located.
- Proposed schedule of fees.

After review of the qualified companies' proposals to perform these types of services, the Selection Committee is recommending Overhead Door Company to perform Maintenance, Repair, and Installation of Overhead Doors based on the criteria for the scope listed above. This selected qualified company will provide Overhead Door Maintenance, Repair, and Installation, at the rates below on an as required basis. All projects proposed under the recommended contract that meet or exceed the formal bidding requirements as provided in Article VI. Procurement of the City's Code of Ordinances shall be provided to the City Council for review and approval.

Service Requirements

Overhead Door Co.

Standard Work Hour Rates

General Labor Rate	\$89.00
Carpenter Labor Rate	\$89.00

Night and Weekend Rates

General Labor Rate	\$130.00
Carpenter Labor Rate	\$130.00

Holiday Rates

General Labor Rate	\$160.00
Carpenter Labor Rate (if applicable)	\$160.00

Material, Subcontractor, Rental Markup

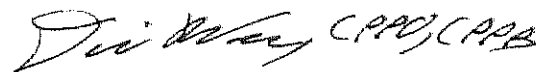
Parts max markup (%)	25% off list
Rental Equipment max markup (%)	15%
Subcontractor max markup (%)	10%
Payment & Performance Bond max markup	n/a

The anticipated contract term will be twelve (12) months with an option to renew annually thereafter one term at a time, for up to four consecutive twelve (12) month terms. Funding for future years will be contingent upon budgetary approval.

Funding is available in account number 101-1704-429.31-10 in the amount of \$9,799.00.

Attached is a request from David Weidler, Director of Procurement, for a resolution authorizing a contract be issued to Overhead Door Company at the rates attached for Maintenance, Repair, and Installation, to be used on an as needed basis.

Respectfully,



David Weidler, CPPO, CPPB
Director of Procurement

RESOLUTION 165-2018

A RESOLUTION TRANSFERRING FUNDS IN THE AMOUNT OF \$13,200 FROM MULTIPLE ACCOUNTS TO THE WATER USAGE CHARGES ACCOUNT TO COVER WATER USE CHARGES FOR THE AQUATIC CENTER.

WHEREAS, there was a supply line leak at the Aquatic Center for the kiddie pool, which resulted in an increased amount of water needed to operate the pool, and

WHEREAS, funds in the amount of \$13,200 need to be transferred to Account #101-2004-451.80.40 (Water Usage Charges) as follows:

<u>From Account #</u>	<u>Amount</u>
101-2009-451.61.11	\$ 200
101-2009-451.31.10	\$2,500
101-2009-451.10.10	\$1,000
101-2006-451.31.11	\$ 500
101-2003-451.21.01	\$3,000
101-2004-451.80.20	\$6,000

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Funds in the amount of \$13,200 are hereby transferred to Account #101-2004-451.80.40 (Water Usage Charges) as follows:

<u>From Account #</u>	<u>Amount</u>
101-2009-451.61.11	\$ 200
101-2009-451.31.10	\$2,500
101-2009-451.10.10	\$1,000
101-2006-451.31.11	\$ 500
101-2003-451.21.01	\$3,000
101-2004-451.80.20	\$6,000

SECTION 2. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 18TH DAY OF OCTOBER 2018.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 10/18/2018

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

A leak in the pool resulted in an increase in water usage at the aquatic center. As a result charges for water usage exceeded available budget.

Recommendations and Action Requested:

Requesting a transfer of \$13,200 into account 101-2004-451-8040 to cover the overage. The requested amount includes enough funds to cover any charges through the end of the fiscal year.

Alternatives Available:

None

Cost: \$13,200.00 Account #: 10120044518040 Project #: Budgeted: NO

If YES, Budgeted Amount: If NO, or if insufficient funding (Complete Step #3).


Department Head Comments:

BY: Murray Pounds

Date: 10/11/2018

Authenticated: henekk

You can attach up to 3 files along with this request.


Water Charges Memo
2018.doc
Microsoft Word 97 - 2003
Document
95.0 KB

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Select...

Purchasing Director's Comments:

BY: Select...

Date:

Authenticated:

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Transfer of Funds

From Account # or Fund Name: See Attached Memo

To Account # or Fund Name: 101-2004-451-8040

Finance Director's Comments:

BY: John Adams

Date: 10/11/2018

Authenticated: adamsjr

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve

Diasapprove

Chief Administrative Officer's Comments:

BY: 

Date: 10-17-18

From the desk of...
Kyle Henke, Superintendent of Recreation
111 S. Geyer Road, Kirkwood, Missouri 63122
Phone: 314.822.5856 Fax: 314.984.5931
E-mail: henkek@kirkwoodmo.org



Memo

To: Kirkwood City Council
From: Kyle Henke
CC: John Adams, Russ Hawes
Date: 10/11/2018
Re: Transfer of Funds to Cover Water Charges

This memo serves as recommendation to transfer funds to cover water use charges related to a play feature supply line leak at the Aquatic Center for the kiddie pool. The leak resulted in an increased amount of water needed to operate the pool on a daily basis. Amounts from the following accounts are requesting to be transferred into 101-2004-451-8040 (Water Usage Charges).

101-2009-451-6111	\$200
101-2009-451-3110	\$2,500
101-2009-451-1010	\$1,000
101-2006-451-3111	\$500
101-2003-451-2101	\$3,000
101-2004-451-8020	\$6,000

The transfer of funds can be completed by resolution because funds are available in the account listed above.

BILL 10681A

ORDINANCE

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AMENDMENT AND AMENDED SITE PLAN APPROVAL FOR A RESTAURANT WITH DRIVE-THROUGH AND OUTDOOR USES IN CONJUNCTION WITH SAID RESTAURANT USE AT 951 S. KIRKWOOD ROAD SUBJECT TO CERTAIN CONDITIONS.

WHEREAS, Shane Mihaljevic made application (PZ-5-19) for a Special Use Permit Amendment and Amended Site Plan Review for the purpose of adding a pick-up window with associated drive-through lane at the restaurant located at 951 South Kirkwood Road; and

WHEREAS, the Planning and Zoning Commission did on the 15th day of August, 2018, by adopting the Planning and Zoning Commission Subcommittee Report dated August 15th, 2018, (attached hereto as Exhibit "A" and incorporated by reference herein), recommend the granting of said Special Use Permit Amendment and Amended Site Plan Review subject to certain conditions and did find that granting of said permit would not substantially increase traffic hazards or congestion, would not substantially increase fire hazards, would not adversely affect the character of the neighborhood, would not adversely affect the general welfare of the community, and would not overtax public utilities, and that granting such permit would be consistent with the zoning laws; and

WHEREAS, the Council did on the 6th day of September, 2018, hold a public hearing with respect to such application after duly advertising and giving proper notice of such hearing and does find that the granting of such permit, subject to certain conditions, would not substantially increase traffic hazards or congestion, would not substantially increase fire hazards, would not adversely affect the character of the neighborhood, would not adversely affect the general welfare of the community, and would not overtax public utilities; and

WHEREAS, the Council does further find that the general welfare requires that such permit be subject to the conditions hereinafter set out.

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

SECTION 1. A Special Use Permit Amendment and Amended Site Plan Review for a restaurant with drive-through and outdoor uses in conjunction with said restaurant use is granted to Shane Mihaljevic on the property known as 951 South Kirkwood Road subject to the following conditions:

1. Ordinance 10430 shall remain in effect except that the following conditions shall prevail when conflicting with those conditions found in Ordinance 10430.
2. The project shall be constructed and maintained in accordance with the Site Plan Packet (4 sheets) stamped "Received June 29, 2018, City of Kirkwood Public Works Department", and the Enlarged Pick-up Plan stamped "Received August 2, 2018, City of Kirkwood Public Works Department", except as noted herein.

3. A performance guarantee in the form of a cash deposit or letter of credit in an amount approved by the Public Services Department and an administrative fee shall be submitted within one year of approval and prior to the issuance of a foundation letter or building permit to insure the completion of the proposed improvements, utilities and landscaping; to replace public improvements damaged by construction activities (sidewalks, curbs, etc.); and to guarantee significant trees designated to be saved. The letter of credit shall be in effect for a minimum of two years and may be extended in minimum six-month intervals as approved by the Department of Public Services. The Letter of Credit shall be drawn from a St. Louis area bank.
4. As permitted by Section 220.2 of the Zoning Code, the following modifications shall be granted: minimum lot size from 1 acre to 0.6 acres, parking spaces from 53 to 36, queue lane length from 160' to 93' (including 48' of pick-up parking spaces), and the southern structure setback to allow a 2' overhang encroachment for the pick-up window.
5. The drive-thru lane shall be restricted to pick-up only with no orders taken from vehicles. No menu board or similar mechanism shall be permitted for the drive-through lane.
6. To avoid pedestrian/vehicle conflict, the door on the southern side of the building should remain as an emergency-only exit.
7. The existing elevated concrete surface adjacent to the south side of the building, approximately 18 inches wide, shall remain to improve maneuverability around the southern emergency exit.
8. A bay-style window shall be installed for the proposed pick-up window to improve maneuverability around the southern emergency exit.
9. The painted traffic flow arrows which remain from the parking lot design prior to the current occupant shall be eliminated by means approved by the Public Services Department.
10. Prior to issuance of any permit, a revised landscape plan shall be submitted which replaced the nine shrubs that are proposed to be removed with similar in-ground plantings. Said revised landscape plan shall also include reducing the Grolow Sumac plantings to accommodate one evergreen shrub in the northeast planter area (landscape island) and three evergreen shrubs in the southeast planter area (landscape island). Said evergreen shrubs shall be a minimum of 18 inches in height when planted. Said revised landscape plan shall also omit the original requirement to plant liriopoe. All areas designated as liriopoe beds shall be mulched and maintained to be weed free.
11. The three river birch shall be replanted with spacing as indicated on the proposed plan with satisfactory inspection by the City.
12. All hazardous sidewalks in the adjacent right-of-way shall be repaired as required by the Municipal Code.
13. All potholes, damaged pavement, and broken curbs are required to be repaired.

14. All new curb is required to be 18" concrete barrier curb.
15. If applicable, Storm water management plans shall be submitted to Metropolitan Sewer District (MSD) and City for review and approval prior to the issuance of a grading, foundation or building permit. Storm water greater than one c.f.s. shall not be directed across the public sidewalk or driveway entrances. If storm water detention is required by MSD, it shall be provided in permanent underground facilities constructed of concrete or on the parking lot.
16. If applicable, sanitary sewer plan shall be approved by MSD prior to the issuance of a foundation letter or building permit.
17. If applicable, a grading permit shall be obtained from the Public Services Department in accordance with the Kirkwood Code of Ordinances prior to any grading on the site. The grading permit shall include a grading plan in accordance with the Code of Ordinances.
18. During excavation and construction activities, the area of the site that is disturbed for this project shall be fully enclosed by a 6-foot high chain link fence to prevent the entry of unauthorized persons. The gate for the fence shall be locked during non-working hours.
19. No parking of construction trailers, material storage, equipment storage, or construction equipment is authorized on the public streets at any time.
20. Enclosures are required to screen all dumpsters, grease receptacles, and similar items on the site and shall be constructed of sight-proof materials (e.g. masonry, split-faced concrete masonry units, etc.) similar or complementary to the main building and not less than six feet in height. Latching gates of similar or complementary materials shall be required to completely enclose the dumpster.
21. All rooftop equipment, air-conditioning units and mechanical equipment shall be completely screened from view of adjoining properties and public right-of-way.
22. The Architectural Review Board shall approve all signs and building architecture prior to the issuance of any building permits.
23. Two signs indicating 'Window for pick-up only. No orders taken' shall be installed. One of the said signs shall be located near the northwest corner of the building and one shall be located near the southwest corner of the building. Said signs shall be submitted to the Architectural Review Board for review.

SECTION 2. Erosion and sediment control devices shall be sufficient to protect all off-site property from siltation and shall be installed prior to beginning of any grading or construction. The siltation control measures shall be installed and approved by the Public Services Department prior to issuance of a parking lot permit. These devices shall be maintained during the construction activities. Failure to maintain these devices authorizes the Public Services Department to issue a Stop Work Order for the building permit until such devices are restored.

SECTION 3. The approval of this special use permit amendment and amended site plan shall not authorize any person to unreasonably alter, increase, or redirect the surface water run

off so as to cause harm to any person or property.

SECTION 4. The premises and improvements as approved by this special use permit amendment and amended site plan shall be in good working order and maintained in good repair at all times.

SECTION 5. The applicant by accepting and acting under the special use permit amendment and amended site plan herein granted accepts the permit subject to the reservations, restrictions, and conditions set forth in the Code of Ordinances and in this Ordinance and agrees to comply with each provision subject to the penalties prescribed under Section 1-8 of the Code of Ordinances and subject to revocation of this permit in the event such provisions are not complied with.

SECTION 6. The applicant further agrees by accepting and acting under this special use permit amendment and amended site plan herein granted that this ordinance does not grant applicant any special rights, privileges, or immunities.

SECTION 7. This ordinance shall become null and void in the event the petitioner does not obtain a building permit within one year of the passage of this ordinance.

SECTION 8. The applicant and her successors and assigns by accepting and acting under the approval herein granted accepts the approval subject to the condition that failure to abate any violation of this approval or any provisions of the Code of Ordinances of the City of Kirkwood within five (5) days after notice by hand delivery or first-class mail shall result in an administrative investigation fee of \$500 due to the City of Kirkwood. An invoice shall be issued. A Stop Work Order to cease all work on the premises except such work as directed by the Public Services Director to abate the violation may be issued for any work on the premises until the investigation fee is paid in full. The City may demand payment of said fee from the holder of the letter of credit, any bond, or escrow if not paid within 30 days of the invoice.

SECTION 9. This ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS day of _____, 2018.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Introduced:

1st Reading:

2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 9/6/2018

Step #1:

Strategic Plan NO

Goal # & Title

Background To Issue:

A Special Use Permit for the current applicant was approved in September of 2017 (Ordinance 10430) to allow the conversion of the existing restaurant to a barbeque restaurant. The applicant is now asking for approval to install a pick-up window and associated drive-through lane on the same site.

Recommendations and Action Requested:

The Planning & Zoning Commission voted to recommend approval of the requested Special Use Permit Amendment and Amended Site Plan by a vote of 7-1 at their August 15, 2018 meeting. The recommendation includes a recommendation for approving various modifications to the zoning code per the process outlined in Section 220.2 of the Zoning Code. The attached subcommittee report includes additional information on those modifications.

Alternatives Available:

Cost: \$0.00

Account #: 0

Project #:

Budgeted: YES

If YES, Budgeted Amount: \$0.00

If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

BY: Jonathan Raiche

Date: 8/31/2018

Authenticated: raichejd

You can attach up to 3 files along with this request.



2018-09-06 PZ-5-19
Ordinance.doc
Microsoft Word 97 - 2003
Document
45.0 KB



2017-07-19 PZ-5-19 Report.pdf
Adobe Acrobat Document
282 KB



2018-09-06 PZ-5-19 CC
Packet.pdf
Adobe Acrobat Document
14.6 MB

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Select...


Purchasing Director's Comments:

BY: Select...

Date:

Authenticated:

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Select...

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

BY: Select...

Date:

Authenticated:

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve

Diasapprove

Chief Administrative Officer's Comments:

BY:



Date:

8/31/18

**CITY OF KIRKWOOD
PLANNING AND ZONING COMMISSION
SUBCOMMITTEE REPORT
AUGUST 15, 2018**

PETITION NUMBER: PZ-05-19

ACTION REQUESTED: SPECIAL USE PERMIT AMENDMENT (RESTAURANT, DRIVE-THRU) AND AMENDED SITE PLAN REVIEW

PROPERTY OWNER: MEI SHIU LIN

PETITIONER: SHANE MIHALJEVIC, HONEY PIT SMOKEHOUSE

PROPERTY LOCATION: 951 SOUTH KIRKWOOD ROAD

ZONING: B-3 HIGHWAY BUSINESS DISTRICT

DRAWINGS SUBMITTED: SITE PLAN PACKET (4 SHEETS) PREPARED BY BLAES ARCHITECTS, LLC STAMPED "RECEIVED JUNE 29, 2018 CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT"

ENLARGED PICK-UP PLAN PREPARED BY BLAES ARCHITECTS, LLC STAMPED "RECEIVED AUGUST 2, 2018 CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT"

DESCRIPTION OF PROJECT:

The petitioner is requesting a Special Use Permit Amendment and Amended Site Plan approval for the existing restaurant space located at the northwest corner of Kirkwood Road and Big Bend Boulevard. The existing Special Use Permit was approved in 2017 (Ordinance 10430) to allow for two building additions on the site. The current request is to remove the landscape areas along the south-side of the building to accommodate a drive-thru pick-up window and two parking spaces dedicated to pick-up customers. A new 2' awning overhang is also proposed to provide shelter for the newly proposed pick-up window.

MODIFICATIONS:

When reviewed for the requirements of a drive-thru restaurant, the following items require either a modification or variance if the request is to be approved as submitted. It is worth noting that while a drive-thru restaurant requires a queue lane of 160 linear feet, banks and dry-cleaners with pick-up functions are only required 60 linear feet of queuing area.

Topic	Required	Provided	Difference
Lot Size	1 acre	0.6 acres	0.4 acres
Parking	53 spaces	36 spaces	17 spaces
Queue Lane Drive-thru (Pick-up)*	160' (60')	45' plus 2 spaces	115' (15')
South Structure Setback	Existing	2' past existing	2'

The petitioner has not provided new justification for modifications to the above mentioned items; however, the previous application that was approved in 2017 included multiple items

that went above and beyond landscaping and lighting requirements. The modification that was approved with the 2017 approval was for the structure setback of the building additions. Since their application was approved, the Zoning Code was revised so that the building additions would now meet the required setback without the need for a modification.

COMPREHENSIVE PLAN, LAND USE AND ZONING:

The site is designated for Transition Mix Use on the EnVision Kirkwood 2035 Future Land Use map. The proposed development is commercial in nature and is consistent with the policies presented by the Comprehensive Plan. The subject property is zoned B-3 Highway Business District is occupied by a restaurant. Restaurants with drive-thru are a Special Use in the B-3 Highway Business District.

Surrounding land uses and zoning include the following:

- To the north: Various Commercial businesses zoned B-3 Highway Business District.
- To the south: Across Big Bend Boulevard are office and commercial businesses zoned B-5 Planned Commercial Development District.
- To the east: Across Kirkwood Road is a motorcycle dealership zoned B-3 Highway Business District.
- To the west: Various Commercial businesses zoned B-3 Highway Business District.

DEPARTMENTAL/AGENCY COMMENTS:

- Electric: Not in service area.
- Water: The meter pit must be relocated outside of any vehicular traffic land and/or parking space.
- Engineering:
 1. If not dedicated to emergency-access only, the southern door should not swing into path of traffic. Recess door or provide concrete curbs at door to create a refuge area.
 2. Door appears too close to the window to allow for efficient maneuvering. Provide confirmation that all passenger vehicles can maneuver around the refuge without the need to reverse.
 3. Concerns if queue extends into drive lanes will cause circulation issues.
- Building/Fire: Concern for potential of drive-thru traffic backing up to block access on the north side of the building.
- Forester:
 1. All landscaping used to allow for previous exception shall remain or be replaced with similar in-ground plantings.
 2. The dead existing river birch near the east end of the parking lot shall be replaced.

All of the above Departmental Comments were either addressed in discussion at the on-site subcommittee meeting or were addressed in a resubmission of information by the applicant.

SITE ELEMENTS ANALYSIS:

PARKING ANALYSIS:

The minimum parking requirements for a restaurant with drive-thru use are 32 spaces per 1,000 sf of seating area plus 2 spaces for every 3 employees. The proposal includes 1,484 sf of seating area and 9 employees which requires a total of 53 parking spaces. A total of 36 parking spaces are provided. As proposed and previously mentioned, this will require either a modification by the Planning & Zoning Commission and City Council or a variance by the Board of Adjustment.

LANDSCAPING

There is no new landscaping that is required by this project; however, the 9 shrubs in the existing planting bed on the south-side of the building are being proposed for removal. Staff recommends that these are replaced with similar in-ground plantings in the available planting area to the west of the parking lot near the existing billboard. This would help preserve the claim for providing landscaping above and beyond the minimum requirements.

DISCUSSION:

Zoning Matters signs were placed on the property on July 12, 2018 and this item was introduced at the Planning & Zoning Commission meeting on July 18, 2018. A subcommittee meeting was held on site on July 26th with proper notification posted. A list of attendees at that meeting is attached as Exhibit B. At this subcommittee meeting, the following items were discussed:

1. Staff concern about providing a curb for pedestrian refuge at southern door not applicable if this entrance remains as an emergency exit-only.
2. Applicant will provide further information indicating that a car waiting at the pick-up window can maneuver around the proposed bollard.
3. Conditions should be included in the recommendation which would limit the operations to a pick-up/carry-out business and not a full drive-thru with orders being taken while in line.
4. A bay-style pick-up window and the possibility of leaving some of the existing walkway along the side of the building were discussed as a means to keep cars further from the building and improving the maneuverability around the proposed bollard.

The applicant resubmitted a partial plan on August 2, 2018 which addressed the concerns regarding maneuverability around the southern pedestrian exit and bollard.

RECOMMENDATION:

Based on the landscaping and lighting that were provided and are being maintained above and beyond what the Code requires, the Subcommittee recommends that the requested modifications be **approved**. The subcommittee also recommends that this petition be **approved** with the following conditions:

1. The project shall be constructed and maintained in accordance with the Site Plan Packet (4 sheets) stamped "Received June 29, 2018, City of Kirkwood Public Works Department", and the Enlarged Pick-up Plan stamped "Received August 2, 2018, City of Kirkwood Public Works Department", except as noted herein.

2. Ordinance 10430 shall remain in effect except that the following conditions shall prevail when conflicting with those conditions found in Ordinance 10430.
3. The following modifications shall be granted: minimum lot size from 1 acre to 0.6 acres, parking spaces from 53 to 36, queue lane length from 160' to 93' (including 48' of pick-up parking spaces), and the southern structure setback to allow a 2' overhang encroachment for the pick-up window.
4. The drive-thru lane shall be restricted to pick-up only with no orders taken from vehicles. No menu board or similar mechanism shall be permitted for the drive-thru lane.
5. To avoid pedestrian/vehicle conflict, the door on the southern side of the building should remain as an emergency-only exit.
6. The existing elevated concrete surface adjacent to the south side of the building, approximately 18 inches wide, shall remain to improve maneuverability around the southern emergency exit.
7. A bay-style window shall be installed for the proposed pick-up window to improve maneuverability around the southern emergency exit.
8. The painted traffic flow arrows which remain from the parking lot design prior to the current occupant shall be eliminated by means approved by the Public Services Department.
9. Prior to issuance of any permit, a revised landscape plan shall be submitted which replaced the nine shrubs that are proposed to be removed with similar in-ground plantings.
10. Prior to issuance of any permit, the dead river birch near the east end of the parking lot must be replaced with satisfactory inspection by the City.
11. The petitioner shall comply with all standard conditions as listed in Exhibit A.

Respectfully submitted,

James Diel

Wanda Drewel

EXHIBIT A
STANDARD CONDITIONS

1. A performance guarantee in the form of a cash deposit or letter of credit in an amount approved by the Public Services Department and an administrative fee shall be submitted within one year of approval and prior to the issuance of a foundation letter or building permit to insure the completion of the proposed improvements, utilities and landscaping; to replace public improvements damaged by construction activities (sidewalks, curbs, etc.); and to guarantee significant trees designated to be saved. The letter of credit shall be in effect for a minimum of two years and may be extended in minimum six-month intervals as approved by the Department of Public Services. The Letter of Credit shall be drawn from a St. Louis area bank.
2. All hazardous sidewalks in the adjacent right-of-way shall be repaired as required by the Municipal Code.
3. All potholes, damaged pavement, and broken curbs are required to be repaired.
4. All new curb is required to be 18" concrete barrier curb.
5. If applicable, Storm water management plans shall be submitted to Metropolitan Sewer District (MSD) and City for review and approval prior to the issuance of a grading, foundation or building permit. Storm water greater than one c.f.s. shall not be directed across the public sidewalk or driveway entrances. If storm water detention is required by MSD, it shall be provided in permanent underground facilities constructed of concrete or on the parking lot.
6. If applicable, sanitary sewer plan shall be approved by MSD prior to the issuance of a foundation letter or building permit.
7. If applicable, a grading permit shall be obtained from the Public Services Department in accordance with the Kirkwood Code of Ordinances prior to any grading on the site. The grading permit shall include a grading plan in accordance with the Code of Ordinances.
8. Erosion and sediment control devices shall be sufficient to protect all off-site property from siltation and shall be installed prior to beginning of any grading or construction. The siltation control measures shall be installed and approved by the Public Services Department prior to issuance of a building permit. These devices shall be maintained during the construction activities.
9. During excavation and construction activities, the area of the site that is disturbed for this project shall be fully enclosed by a 6-foot high chain link fence to prevent the entry of unauthorized persons. The gate for the fence shall be locked during non-working hours.
10. No parking of construction trailers, material storage, equipment storage or construction equipment is authorized on the public streets at any time.

11. Enclosures are required to screen all dumpsters, grease receptacles, and similar items on the site and shall be constructed of sight-proof materials (e.g. masonry, split-faced concrete masonry units, etc.) similar or complementary to the main building and not less than six feet in height. Latching gates of similar or complementary materials shall be required to completely enclose the dumpster.
12. All rooftop equipment, air-conditioning units and mechanical equipment shall be completely screened from view of adjoining properties and public right-of-way.
13. The Architectural Review Board shall approve all signs and building architecture prior to the issuance of any building permits.

**EXHIBIT B
SUBCOMMITTEE MEETING ATTENDANCE**

P&Z Subcommittee Meeting

Date:

Location:

P2-5-18

7/26/18
991 S Kirkwood Rd

Name	Organization
Jonathan Roche	City of Kirkwood
RON EVENS	P&Z
Leo Meyer	Kirkwood Fire
James Dill	P&Z
Wanda D'Amico	✓
Ollen Kippel	P&Z
Shane M. Holton	Honey P. F
Jed Duveman	Kirkwood

BILL 10583

ORDINANCE 10430

AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A RESTAURANT AND OUTDOOR USES IN CONJUNCTION WITH SAID RESTAURANT USE AT 951 S. KIRKWOOD ROAD SUBJECT TO CERTAIN CONDITIONS.

WHEREAS, Shane Mihaljevic made application (PZ-02-18) for a Special Use Permit for the purpose of a semi-enclosed addition for cooking and an enclosed addition for seating at the restaurant located at 951 South Kirkwood Road; and

WHEREAS, the Planning and Zoning Commission did on the 19th day of July, 2017, by adopting the Planning and Zoning Commission Report dated July 19th, 2017, (attached hereto as Exhibit "A" and incorporated by reference herein), recommend the granting of said Special Use Permit subject to certain conditions and did find that granting of said permit would not substantially increase traffic hazards or congestion, would not substantially increase fire hazards, would not adversely affect the character of the neighborhood, would not adversely affect the general welfare of the community, and would not overtax public utilities, and that granting such permit would be consistent with the zoning laws; and

WHEREAS, the Council did on the 3rd day of August, 2017, hold a public hearing with respect to such application after duly advertising and giving proper notice of such hearing and does find that the granting of such permit, subject to certain conditions, would not substantially increase traffic hazards or congestion, would not substantially increase fire hazards, would not adversely affect the character of the neighborhood, would not adversely affect the general welfare of the community, and would not overtax public utilities; and

WHEREAS, the Council does further find that the general welfare requires that such permit be subject to the conditions hereinafter set out.

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

SECTION 1. A Special Use Permit for a restaurant and outdoor uses in conjunction with said restaurant use is granted to Shane Mihaljevic on the property known as 951 South Kirkwood Road subject to the following conditions:

1. The project shall be constructed and maintained in accordance with the Site Plan packet (3 sheets) stamped "Received July 7, 2017, City of Kirkwood Public Works Department", the Landscape Plan stamped "Received August 30, 2017, City of Kirkwood Public Works Department", and the Site Lighting Plan and Photometric stamped "Received June 1, 2017, City of Kirkwood Public Works Department", except as noted herein. A revised Site Plan incorporating the conditions set forth below shall be approved by the City prior to the release of any building permit.
2. A performance guarantee in the form of a cash deposit or letter of credit in an amount approved by the Public Services Department and an administrative fee shall be submitted

within one year of approval and prior to the issuance of a foundation letter or building permit to insure the completion of the proposed improvements, utilities and landscaping; to replace public improvements damaged by construction activities (sidewalks, curbs, etc.); and to guarantee significant trees designated to be saved. The letter of credit shall be in effect for a minimum of two years and may be extended in minimum six-month intervals as approved by the Department of Public Services. The Letter of Credit shall be drawn from a St. Louis area bank.

3. As permitted by Section 220.2 of the Zoning Code, the applicant has requested a modification to the setback requirements for the two proposed building additions. The modification is granted to permit the construction of additions as indicated on the Site Plan packet (4 sheets) stamped "Received July 7, 2017, City of Kirkwood Public Works Department".
4. A bicycle rack that accommodates 3 to 5 bikes shall be installed prior to the issuance of an occupancy permit.
5. The proposed landscape plan indicates shrubs located in a future right-of-way area near the Kirkwood Road and Big Bend intersection. Any landscaping removed by the City or other government entities for work in the right-of-way will not be replaced by said entity. All plantings in this area are subject to city, county, and state regulations as applicable.
6. Verification that vehicles heading westbound on Big Bend Boulevard and entering into the site have adequate turning area to enter into the proposed one-way drive aisle without interfering with exiting traffic or causing back-up onto Big Bend Boulevard is required. Verification and any necessary revisions to accommodate this shall be made on the site plan prior to issuing of permits.
7. Removal of the incorrectly depicted extraneous building setback line located approximately 98 feet from Kirkwood Road shall be removed from the site plan prior to issuance of a building permit.
8. The internal traffic pattern shall be revised to two-way traffic on the north and west sides of the site. This shall be revised on the Site Plan prior to the issuance of building permits.
9. A concrete-filled steel bollard shall be installed at the northwest corner of the landing for the northern exit.
10. All hazardous sidewalks in the adjacent right-of-way shall be repaired as required by the Municipal Code.
11. All potholes, damaged pavement, and broken curbs are required to be repaired.
12. All new curb is required to be 18" concrete barrier curb.
13. If applicable, Storm water management plans shall be submitted to Metropolitan Sewer District (MSD) and City for review and approval prior to the issuance of a grading, foundation or building permit. Storm water greater than one c.f.s. shall not be directed across the public sidewalk or driveway entrances. If storm water detention is required by MSD, it shall be provided in permanent underground facilities constructed of concrete or on the parking lot.

14. If applicable, sanitary sewer plan shall be approved by MSD prior to the issuance of a foundation letter or building permit.
15. The water system shall meet the requirements of the Kirkwood Fire and Water Departments. The Fire Department shall approve the water flow for the project. If satisfactory water flow is not available from the existing water system in accordance with City policy, the petitioner shall install the necessary mains and accessories.
16. If applicable, a grading permit shall be obtained from the Public Services Department in accordance with the Kirkwood Code of Ordinances prior to any grading on the site. The grading permit shall include a grading plan in accordance with the Code of Ordinances.
17. During excavation and construction activities, the area of the site that is disturbed for this project shall be fully enclosed by a 6-foot high chain link fence to prevent the entry of unauthorized persons. The gate for the fence shall be locked during non-working hours.
18. No parking of construction trailers, material storage, equipment storage, or construction equipment is authorized on the public streets at any time.
19. Enclosures are required to screen all dumpsters, grease receptacles, and similar items on the site and shall be constructed of sight-proof materials (e.g. masonry, split-faced concrete masonry units, etc.) similar or complementary to the main building and not less than six feet in height. Latching gates of similar or complementary materials shall be required to completely enclose the dumpster.
20. An accessible route in compliance with ADA standards shall be provided from the proposed accessible parking spaces to the accessible entrance of the building.
21. All rooftop equipment, air-conditioning units and mechanical equipment shall be completely screened from view of adjoining properties and public right-of-way.
22. The Architectural Review Board shall approve all signs and building architecture prior to the issuance of any building permits.
23. The landscape plan shall meet the requirements of the Zoning Code Section A-1020.
24. Any lighting used to illuminate the site shall be designed and oriented in accordance with Zoning Code Section A-1040.

SECTION 2. Erosion and sediment control devices shall be sufficient to protect all off-site property from siltation and shall be installed prior to beginning of any grading or construction. The siltation control measures shall be installed and approved by the Public Services Department prior to issuance of a parking lot permit. These devices shall be maintained during the construction activities. Failure to maintain these devices authorizes the Public Services Department to issue a Stop Work Order for the building permit until such devices are restored.

SECTION 3. The approval of this special use permit and site plan shall not authorize any person to unreasonably alter, increase, or redirect the surface water run off so as to cause harm to any person or property.

SECTION 4. The premises and improvements as approved by this special use permit and site plan shall be in good working order and maintained in good repair at all times.

SECTION 5. The applicant by accepting and acting under the special use permit and site plan herein granted accepts the permit subject to the reservations, restrictions, and conditions set forth in the Code of Ordinances and in this Ordinance and agrees to comply with each provision subject to the penalties prescribed under Section 1-8 of the Code of Ordinances and subject to revocation of this permit in the event such provisions are not complied with.

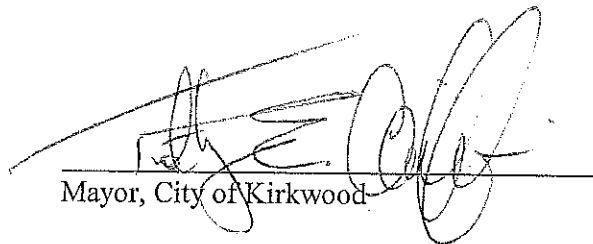
SECTION 6. The applicant further agrees by accepting and acting under this special use permit and site plan herein granted that this ordinance does not grant applicant any special rights, privileges, or immunities.

SECTION 7. This ordinance shall become null and void in the event the petitioner does not obtain a building permit within one year of the passage of this ordinance.

SECTION 8. The applicant and her successors and assigns by accepting and acting under the approval herein granted accepts the approval subject to the condition that failure to abate any violation of this approval or any provisions of the Code of Ordinances of the City of Kirkwood within five (5) days after notice by hand delivery or first-class mail shall result in an administrative investigation fee of \$500 due to the City of Kirkwood. An invoice shall be issued. A Stop Work Order to cease all work on the premises except such work as directed by the Public Services Director to abate the violation may be issued for any work on the premises until the investigation fee is paid in full. The City may demand payment of said fee from the holder of the letter of credit, any bond, or escrow if not paid within 30 days of the invoice.

SECTION 9. This ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS 21ST DAY OF SEPTEMBER 2017.



Mayor, City of Kirkwood

ATTEST:



City Clerk

1st Reading: September 7, 2017

2nd Reading: September 21, 2017

CITY OF KIRKWOOD

APPLICATION FOR PLANNING AND ZONING COMMISSION ACTION

DATE: 6-29-18

CASE NUMBER: PZ-5-19

PROJECT ADDRESS: 951 South Kirkwood rd
 ZONING DISTRICT: _____ LOT SIZE: .625 Acres
 LOCATOR NUMBER: 24 M 120 892

ACTION REQUESTED

- | | |
|---|--|
| <input type="checkbox"/> Zoning Change From _____ to _____
<input type="checkbox"/> Community Unit Plan, Type: _____
<input checked="" type="checkbox"/> Special Use Permit, Category: _____
<input type="checkbox"/> Subdivision Development, Number of Lots: _____
<input type="checkbox"/> B4 Development Plan
<input type="checkbox"/> B5 Development Plan | <input checked="" type="checkbox"/> Site Plan Review
<input type="checkbox"/> Right-of-Way/Easement Vacation
<input type="checkbox"/> Other: <u>Pick-up Window</u>
Comments: _____
_____ |
|---|--|

PETITIONER INFORMATION

I (We) hereby certify that I (we) have legal interest in the hereinabove described property and that all information given herein is true and a statement of fact

Name (Print): Shane Mihaljevic Signature: Shane Mihaljevic Phone No.: 314-882-2796
 Mailing Address: 2394 Cripple Creek Dr. City: ST. LOUIS State: MO. Zip: 63129

E-mail Address: Shane.Mihaljevic@SBCGlobal.net

Petitioner's Status: Corporation Partnership Individual
 Relationship of Petitioner to Property: Owner Tenant Option Holder (Attach Copy of Contract) Other

AGENT INFORMATION

Agent's Name: _____ Signature: _____ Phone No.: _____
 Mailing Address: _____ City: _____ State: _____ Zip: _____
 E-mail Address: _____

(NOTE: The petitioner's agent, if listed, shall receive the official notice of public hearing)

PROPERTY OWNERS

Signature **required** or submit proof petitioner has legal interest in property.

Name: <u>Mel shiu Lin</u>	Name: <u>Shane Mihaljevic</u>
Signature: _____	Signature: <u>Shane Mihaljevic</u>
Address: <u>715 Chancellor HTS Dr.</u>	Address: <u>2394 Cripple Creek Dr.</u>
City/State/Zip: <u>Manchester MO 63011</u>	City/State/Zip: <u>ST. LOUIS MO 63129</u>
Phone: <u>314-324-1833</u>	Phone: <u>314-882-2796</u>

FOR CITY USE ONLY

- Date Received: 6-29-18 Total Received: \$2000⁰⁰ CASH Agenda Date: 7-18-18
- B-4/B-5 Development Plan (Preliminary): \$1,000 + _____ Acres @ \$100/Acre or portion over one acre) = \$ _____
 - Community Unit Plan, Preliminary (Multi Family): \$1,000 + _____ Dwelling units @ \$20/Each = \$ _____ = \$ _____
 - Letter of Credit Extension: \$100
 - Rezoning: \$1,000
 - Site Plan Review: \$1,000
 - Site Plan Review Amendment \$800 or Extension: \$300
 - Site Plan Review, Mixed Use in B2 Zoning District (Preliminary): \$1,000 (includes SPR fee) + \$25/acre or portion over one acre
 - Special Use Permit and Special Use Permit Amendments: \$1,000
 - Subdivision/CUP, Preliminary (Detached Single Family): _____ Lots @ \$500/Lot = \$ _____
 - Vacation, Easement: \$75
 - Vacation, Right-of-way: \$100
 - Zoning Code Amendment: \$1,000

Final Subdivision Plat/Community Unit Plan/B-4or B-5 Development Plan

- Date Received: _____ Total Received: \$ _____ Agenda Date: _____
- B-4 and B-5 Development Plan (Final) or Amend Approved B4 Plan (when public hearing is not required): \$1,000
 - B-5 Plan Development Plan Amendment (when public hearing is not required): \$500
 - CUP Type A or Type C Amendment: \$500
 - CUP Type C (Final): \$500 + 1-1/4% of \$ _____ = \$ _____
 - Sidewalk Waiver on _____ feet @ \$30/Foot = \$ _____ = \$ _____
 - Site Plan Review, Mixed use in B2 Zoning District (Final): \$500
 - Site Plan, Mixed use in B2 Zoning District Amendment: \$300
 - Subdivision Plat or CUP Type A (Final): _____ Lots @ \$100/Lot = \$ _____ + 1-1/4% of \$ _____ = \$ _____
 - Subdivision Plat Development Plan Amendment: \$200

June 29, 2018

Planning & Zoning Board
Kirkwood City Hall
139 S. Kirkwood Road
Kirkwood, Missouri 63122

RE: Honey Pit BBQ – Special Use Permit Modification
951 S. Kirkwood Road, Kirkwood, Missouri 63122

Introduction:

Honey Pit BBQ is seeking a modification to the special use permit for restaurants with a drive thru in order to construct a pick up window, so customers may avoid leaving their vehicles when picking up food.

Special Use Permit Modifications:

1. Lot Size
2. Parking
3. Queuing Lane
4. Setbacks
5. Existing Plants

Lot Size

Restaurants with drive thrus are required to have a lot of at least 1 acre. The existing Honey Pit lot is under 1 acre at approximately 0.625 acres. Honey Pit seeks a waiver from this requirement since a pick-up window does not affect the lot in the same manner as a drive thru.

Parking

Restaurants with drive thrus are required to have a parking ratio higher than restaurants without a drive thru. Honey Pit believes fewer customers will park and enter the restaurant when picking up a food order when they could drive by a pick up window. We believe the addition of a pick up window will lessen the need for parking spaces.

Queuing Lane

Restaurants with drive thrus require a minimum queuing lane of 160 lineal feet. Honey Pit is seeking a pick up window, not a drive thru. Carryout food orders are received via phone or email, so there is no need for a order placement board and queuing lane. Orders have been ready for pick up with no wait.

Blaes Architects, P.C. at Tuxedo Park Station

643 Glen Road
Webster Groves
MO 63119

p 314 968-9202
f 314 963-1742
blaestwins@aol.com



Setbacks

The existing building setback line cuts the existing building in half longitudinally. Since the building is already over the setback line, Honey Pit seeks a waiver to construct an awning over the new pick up window. The awning will protect a 4'-0" wide casement pick up window, projecting 2'-0".

Modification to Existing Landscaping

In order to construct the pick up window and pick up lane, two existing planters will need to be removed. The paving will be raised to eliminate the step at the existing side door. Since there is not any additional area for plantings, Honey Pit is proposing large planters to be placed on the northeast and southeast corners of the building. The planters will feature colorful perennials and an improved visual appearance of the building.

Blaes Architects, P.C. at Tuxedo Park Station

643 Glen Road
Webster Groves
MO 63119

p 314 968-9202
f 314 963-1742
blaestwins@aol.com

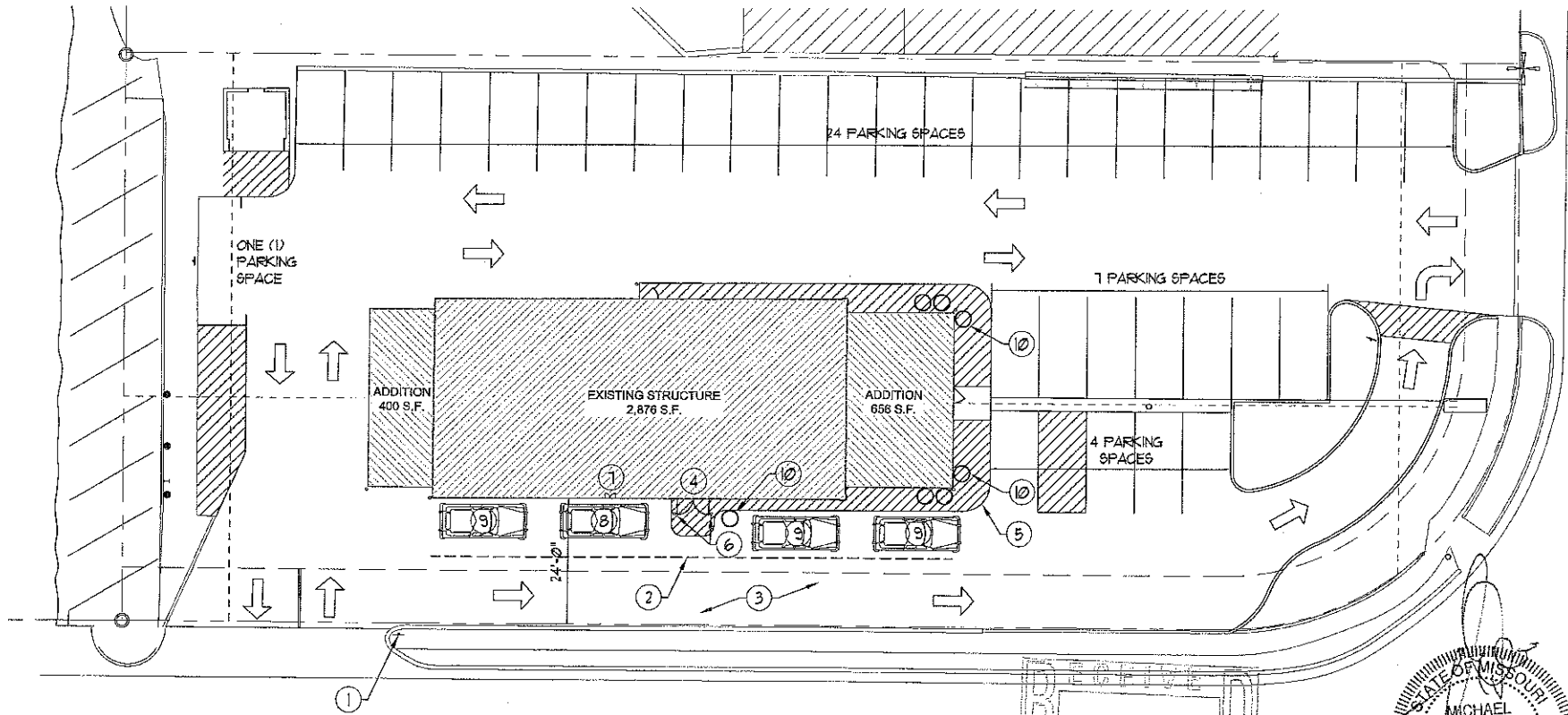


End of Cover Letter Write-up

Sincerely,

A handwritten signature in cursive script, appearing to read "Brian Kissling". The signature is written in dark ink and is positioned above the printed name.

Brian Kissling
project manager



ARCHITECTURAL SITE PLAN

1" = 20'-0"

PARKING CALCS W/O DRIVE THRU

DINING SPACE = 1,484 SF.

1,484 SF. x .02 = 30 SPACES

(2 SP FOR EVERY 3 EMP) FOR 9 EMP = 6 SPACES

TOTAL REQ'D PARKING = 36 SPACES

36 SPACES PROVIDED

OVERFLOW PARKING ON WEST LOT

PARKING CALCS W/ DRIVE THRU/PICK-UP

DINING SPACE = 1,484 SF.

32 SPACES FOR EVERY 1,000 SF. DINING

41 SPACES

(2 SP FOR EVERY 3 EMP) FOR 9 EMP = 6 SPACES

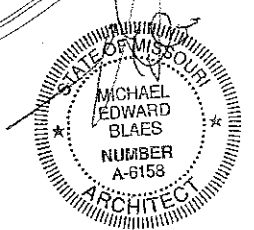
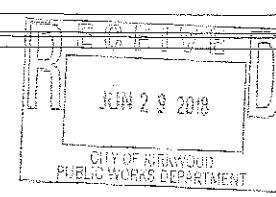
TOTAL REQ'D PARKING = 53 SPACES

36 SPACES PROVIDED

OVERFLOW PARKING ON WEST LOT

KEYED NOTES

- ① "NO RIGHT TURN" SIGN
- ② DASHED LANE DESIGNATION STRIPING
- ③ LEVEL ASPHALT PARKING BETWEEN SIDEWALK & BUILDING
- ④ NEW AT GRADE ENTRY
- ⑤ SAFETY YELLOW STRIPING
- ⑥ 6" DIA. SAFETY YELLOW PIPE BOLLARD - DOOR PROTECTION
- ⑦ NEW PICK UP WINDOW
- ⑧ VEHICLE # PICK-UP WINDOW
- ⑨ VEHICLE WAITING FOR PICK-UP
- ⑩ NEW PLANTERS FOR PERENNIAL PLANTINGS

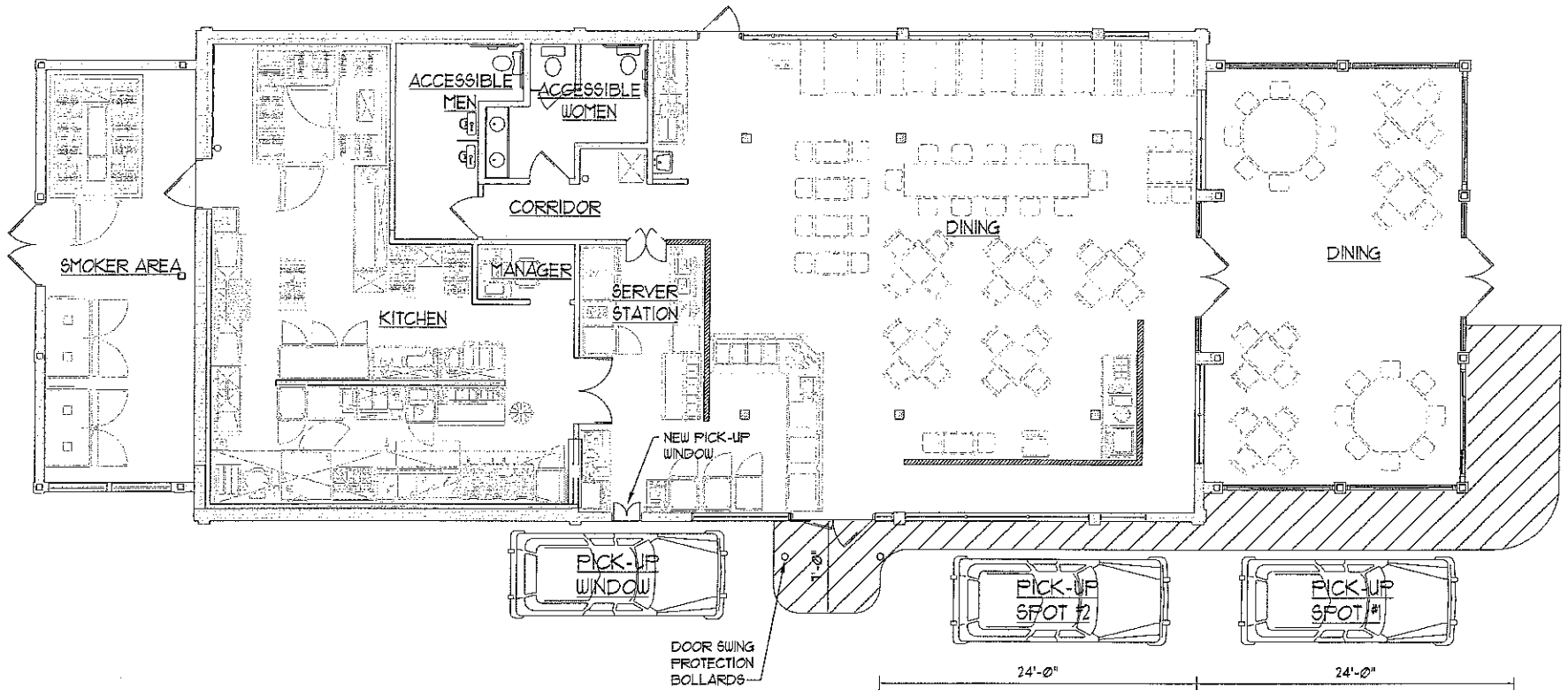


HONEY PIT SMOKEHOUSE

951 S. Kirkwood Road, Kirkwood, Missouri

June 29, 2018

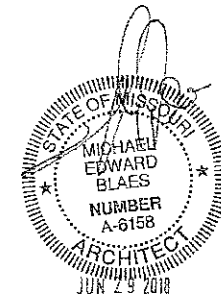
Blaes Architects, LLC
 Michael E. Blaes, AIA at Tuxedo Park Station
 643 Glen Road Webster Groves, MO 63119
 www.blaesdesign.com (314) 968-9202
 © COPYRIGHT 2018



RENOVATION FLOOR PLAN

1/8" = 1'-0"

**DINING ROOM AREA
1,484 S.F.**

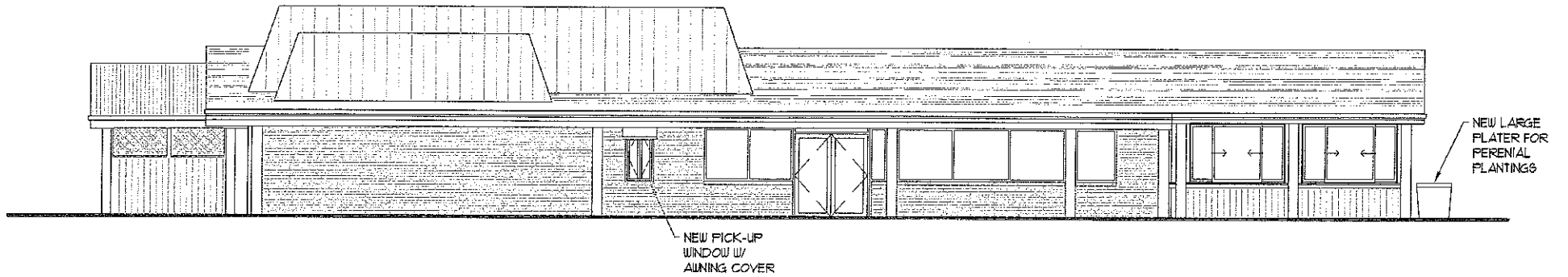


HONEY PIT SMOKEHOUSE

951 S. Kirkwood Road, Kirkwood, Missouri

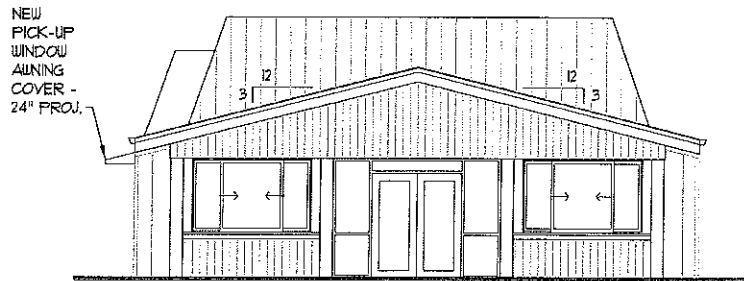
June 29, 2018





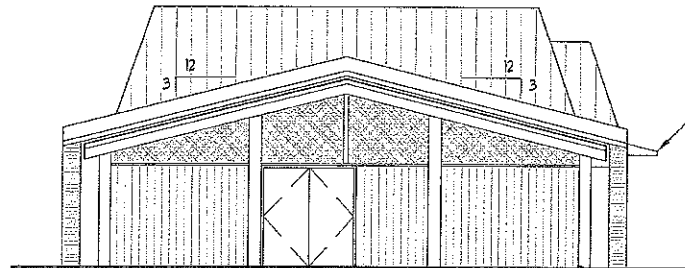
SOUTH ELEVATION

1/8" = 1'-0"



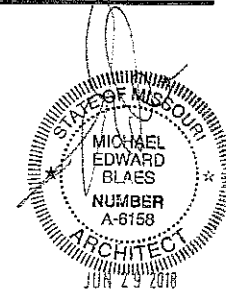
EAST ELEVATION

1/8" = 1'-0"



WEST ELEVATION

1/8" = 1'-0"

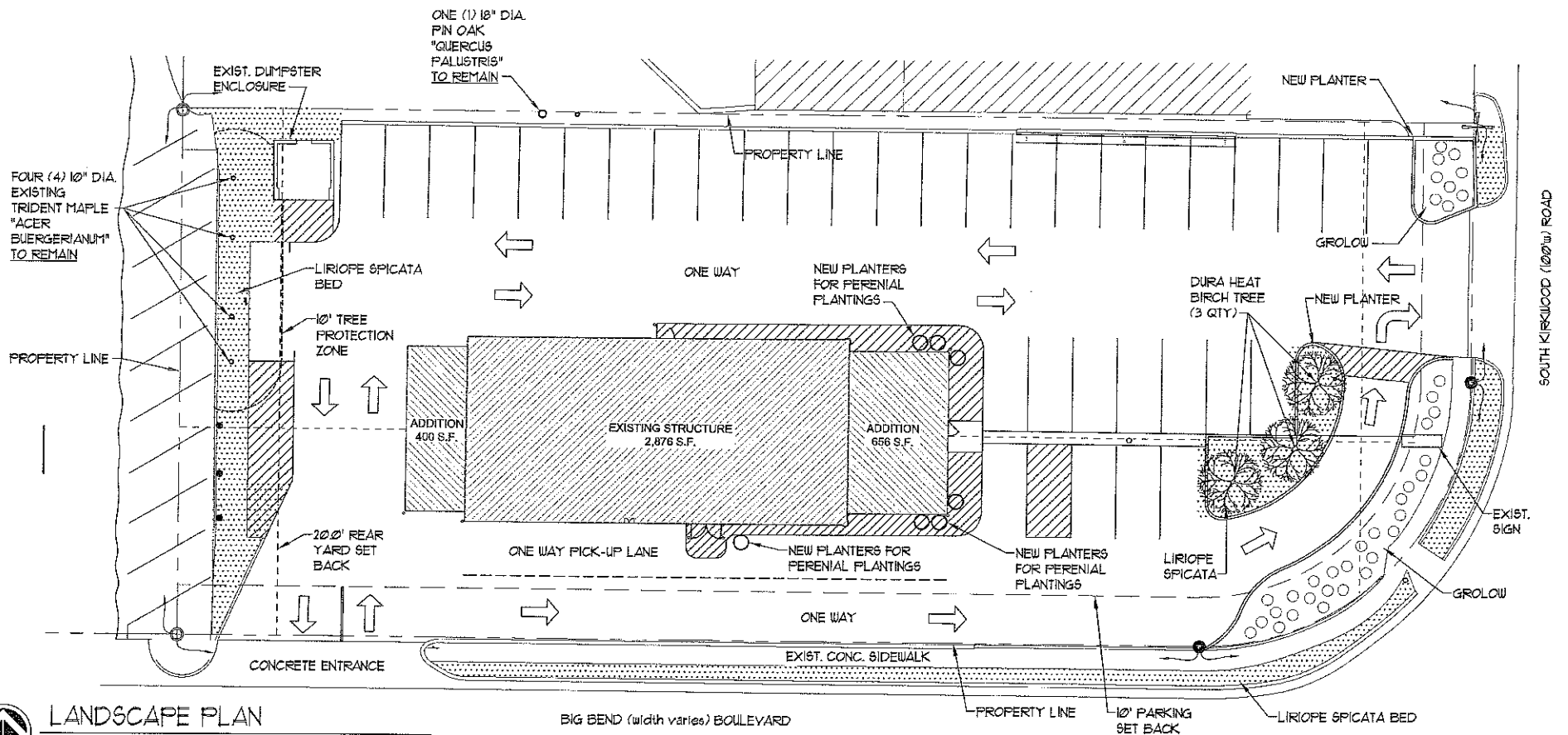


HONEY PIT SMOKEHOUSE

951 S. Kirkwood Road, Kirkwood, Missouri

June 29, 2018



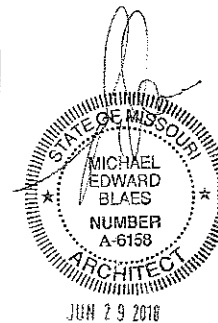


LANDSCAPE PLAN

1" = 20'-0"

EXISTING PLANTINGS	
COMMON NAME	BOTANICAL NAME
LIRIOPE	LIRIOPE SPICATA
FRAGRANT SUMMAC	RHUS AROMATICA "GROLOW"
ENCORE AZALEA	AZALEA X ENCORE "AUTUMN ANGEL"
RIVER BIRCH	BETULA NIGRA "DURA HEAT"

NEW PLANTINGS	
TO REPLACE REMOVED PLANTER @ SOUTH SIDE	
COMMON NAME	BOTANICAL NAME
DAYLILY	HEMEROCALLIS
BLACK EYED SUSAN	RUDBECKIA HIRTA
HOSTA	FUNKIA

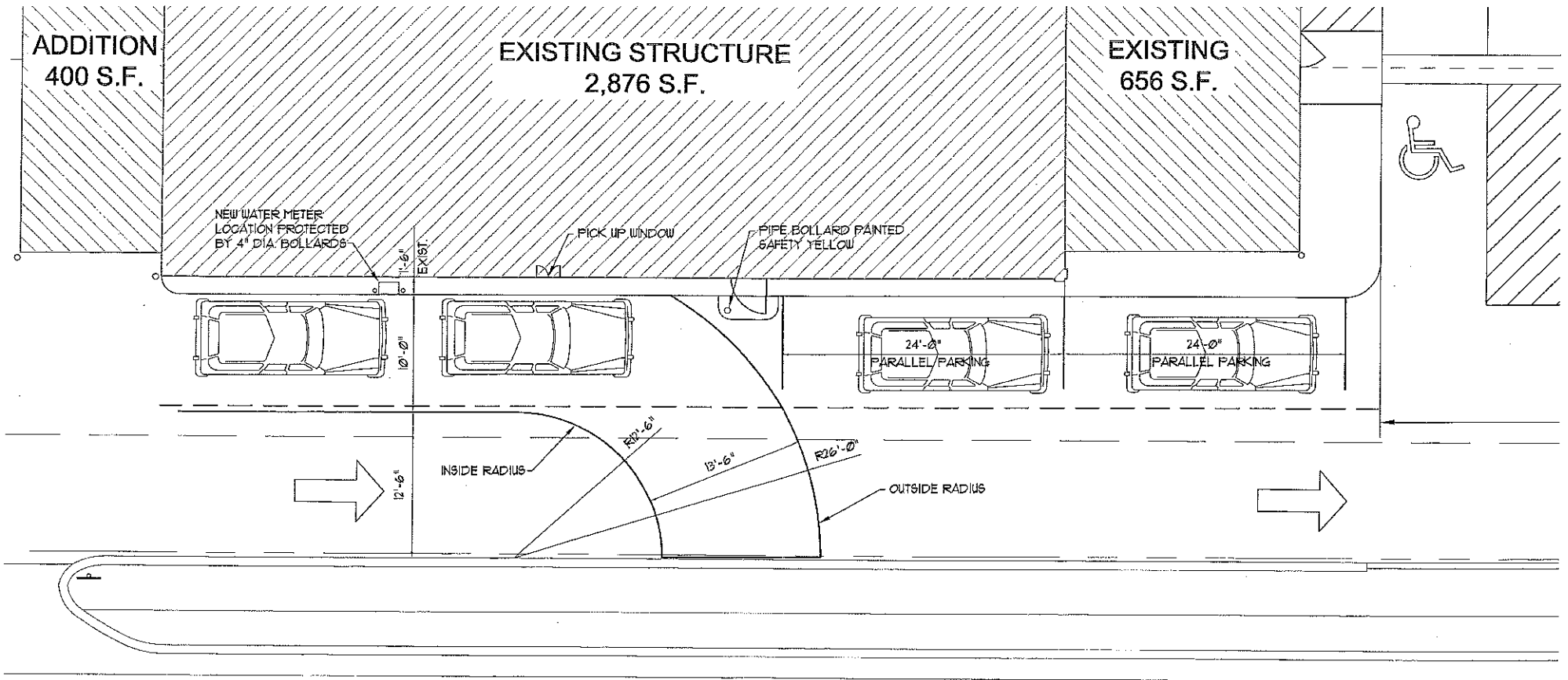


HONEY PIT SMOKEHOUSE

951 S. Kirkwood Road, Kirkwood, Missouri

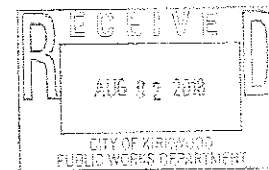
June 29, 2018

Blaes Architects, LLC
 Michael E. Blaes, AIA at Tuxedo Park Station
 643 Glen Road Webster Groves, MO 63119
 www.blaesdesign.com (314) 969-9202
 © COPYRIGHT 2018



ENLARGED PLAN @ PICK UP

1/8" = 1'-0"



HONEY PIT SMOKEHOUSE
951 S. Kirkwood Road, Kirkwood, Missouri

July 30, 2018



PROCEDURE FOR PUBLIC HEARING

Mayor: At this time the council will recess to conduct a public hearing regarding:

A request for a Special Use Permit Amendment and Site Plan Amendment for Honey Pit BBQ at 951 South Kirkwood Road to construct a pick-up window

Mayor: Mr. Hessel, do you wish to enter any exhibits into the record?

Mayor: Mr. Hawes, who will present this issue to the City Council?

City Planner Jonathan Raiche

Mayor: Georgia, has anyone completed a card to speak regarding this proposal?

Mayor: Is there anyone in the audience that did not complete a card that wishes to speak regarding this issue? (Please be sure to fill out a card before you leave so your name and address is reflected in the record)

Mayor: Hearing no further discussion, the council will take this matter under advisement and consider the hearing to be recessed.



AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI
COUNTY OF ST. LOUIS

} S.S.

Before the undersigned Notary Public personally appeared **Chanel Jones** on behalf of **THE COUNTIAN, ST. LOUIS COUNTY** who, being duly sworn, attests that said newspaper is qualified under the provisions of Missouri law governing public notices to publish, and did so publish, the notice annexed hereto, starting with the **August 21, 2018** edition and ending with the **August 21, 2018** edition, for a total of 1 publications:

08/21/2018

CITY OF KIRKWOOD

NOTICE OF PUBLIC HEARING

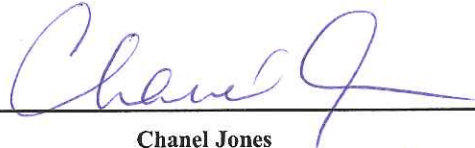
Before the City Council of Kirkwood,
Missouri

The Council of the City of Kirkwood will hold a public hearing in City Hall, 139 South Kirkwood Road, Kirkwood, Missouri at the hour of 7:00 p.m., Thursday, September 6, 2018 to consider the following:

- 1. A request for rezoning of a portion of 421 Emmerson Avenue from R-1 to R-3 and a portion of 2017 Lily Avenue from R-3 to R-1.
- 2. A request for a Special Use Permit Amendment and Site Plan Amendment for Honey Pit BBQ at 951 South Kirkwood Road to construct a pick-up window.
- 3. A request for a Special Use Permit for a convenience store to make and sell popcorn at 108 North Kirkwood Road.

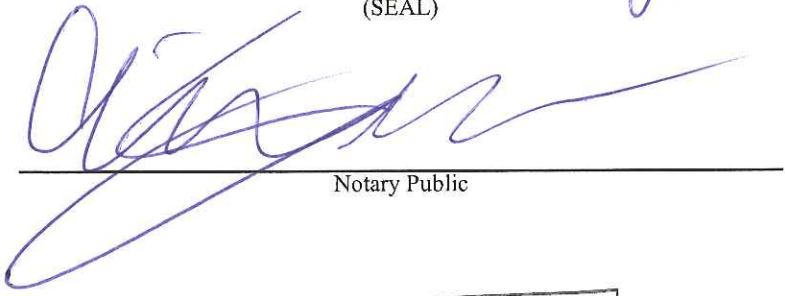
Betty Montaño, MMC/MPCC
City Clerk

The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as CD by calling 314-822-5802.
11607675 County Aug. 21, 2018



Chanel Jones

Subscribed & sworn before me this 21st day of Aug, 2018
(SEAL)



Notary Public

CHRISTINE BEEM
Notary Public - Notary Seal
State of Missouri
Commissioned for St. Louis City
My Commission Expires: January 25, 2022
Commission Number: 18401969

St. Louis County

Legal Ledger

AFFIDAVIT OF PUBLICATION

State of Missouri
ss
County of St. Louis

Before the undersigned, a Notary Public of Jackson County, Missouri, duly commissioned, qualified and authorized by law to administer oaths, personally appeared
John Wingo

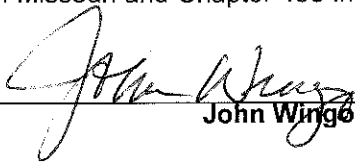
Publisher of the St. Louis County **Legal Ledger**, a daily newspaper of general circulation published in the County of St. Louis, Missouri, that he is authorized to make this affidavit and sworn statement; that the notice of

Notice of public hearing

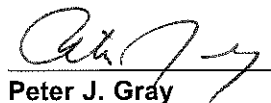
a true copy of which is attached hereto, was published in the St. Louis County **Legal Ledger**, on the following dates:
August 21, 2018

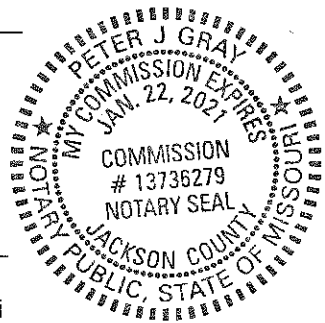
in volume **10**
and numbered **323**

and that the said newspaper in which such notice, was published was, at the time of each and every such publication, a newspaper meeting the requirements and qualifications of Chapter 443, Revised Statutes of Missouri and Chapter 493 including Section 493.050


John Wingo

Sworn to and subscribed
before me this **August 21, 2018**


Peter J. Gray
Notary Public—Jackson County, State of Missouri
My Commission expires January 22, 2021
Commission No. 13736279



CITY OF KIRKWOOD NOTICE OF PUBLIC HEARING Before the City Council of Kirkwood, Missouri

The Council of the City of Kirkwood will hold a public hearing in City Hall, 139 South Kirkwood Road, Kirkwood, Missouri at the hour of 7:00 p.m., Thursday, September 6, 2018 to consider the following:

1. *A request for rezoning of a portion of 421 Emmerson Avenue from R-1 to R-3 and a portion of 2017 Lily Avenue from R-3 to R-1.*
2. *A request for a Special Use Permit Amendment and Site Plan Amendment for Honey Pit BBQ at 951 South Kirkwood Road to construct a pick-up window.*
3. *A request for a Special Use Permit for a convenience store to make and sell popcorn at 108 North Kirkwood Road.*

Betty Montaña, MMC/MPCC
City Clerk

The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as CD by calling 314-822-5802.

Published August 21, 2018
323 M1697



AFFIDAVIT OF PUBLICATION

City of Kirkwood

Attn: Betty Montano / Laurie Asche
City Clerk
139 S. Kirkwood Rd.
Kirkwood, MO 63122

I, Terry Cassidy, verify that the attached Public Hearing
Notice was published in the Webster-Kirkwood Times on
August 24, 2018


Advertising Consultant



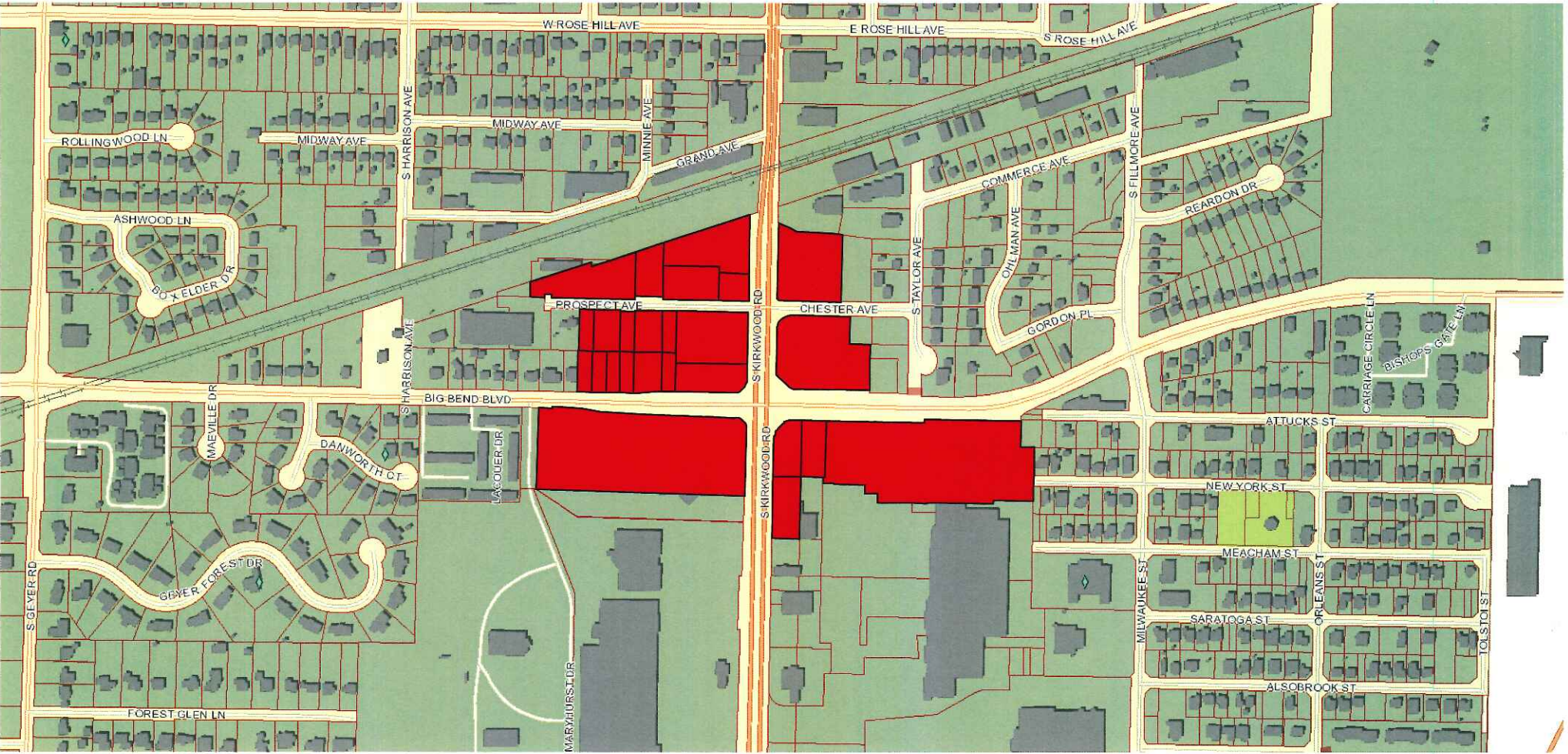
**NOTICE OF
PUBLIC HEARING**
before the City Council
City of Kirkwood, MO

The Council of the City of Kirkwood will hold a public hearing in City Hall, 139 South Kirkwood Road, Kirkwood, Missouri at the hour of 7:00 p.m., Thursday, September 6, 2018 to consider the following:

1. ***A request for rezoning of a portion of 421 Emmerson Avenue from R-1 to R-3 and a portion of 2017 Lily Avenue from R-3 to R-1.***
2. ***A request for a Special Use Permit Amendment and Site Plan Amendment for Honey Pit BBQ at 951 South Kirkwood Road to construct a pick-up window.***
3. ***A request for a Special Use Permit for a convenience store to make and sell popcorn at 108 North Kirkwood Road***

Betty Montano, MMC/MPCC
City Clerk

The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as cd by calling 314-822-5816.



951 S. Kenwood Rd.

PROPERTY OWNER
1519 LYNKIRK LN
SAINT LOUIS, MO 63122

PROPERTY OWNER
910 WOOD AVENUE
SAINT LOUIS, MO 63122

PROPERTY OWNER
10741 BIG BEND BLVD
SAINT LOUIS, MO 63122

PROPERTY OWNER
206 W ARGONNE DR, STE 201
SAINT LOUIS, MO 63122

PROPERTY OWNER
715 CHANCELLOR HIGHTS DR
SAINT LOUIS, MO 63122

PROPERTY OWNER
930 S KIRKWOOD RD
SAINT LOUIS, MO 63122

PROPERTY OWNER
10010 KENNERLY RD
SAINT LOUIS, MO 63128

PROPERTY OWNER
1800 CHESWICK PL
SAINT LOUIS, MO 63122

PROPERTY OWNER
12075 ALHAMBRA AVENUE
SAINT LOUIS, MO 63131

PROPERTY OWNER
701 E MONROE AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
P.O. BOX 2438
OKLAHOMA CITY, OK 73101

PROPERTY OWNER
P.O. BOX 790830
SAN ANTONIO, TX 78279

PROPERTY OWNER
509 LAKE AVENUE
SAINT LOUIS, MO 63119

PROPERTY OWNER
324 S HYDE PARK AVE, STE 350
TAMPA, FL 33606

PROPERTY OWNER
32 CEDARBROOK LN
SAINT LOUIS, 63122

PROPERTY OWNER
207 PROSPECT AVENUE
SAINT LOUIS, MO 63122

PROPERTY OWNER
811 BRIDGEWATER XING
VILLA RIDGE, MO 63089

PROPERTY OWNER
202 PROSPECT AVENUE
SAINT LOUIS, MO 63122

PROPERTY OWNER
1025 BROOKSGATE MANOR DRIVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
1058 GLENFORD CT
SAINT LOUIS, MO 63122



WHERE COMMUNITY AND SPIRIT MEET

August 16, 2018

Russell B. Hawes
Chief Administrative Officer

At the August 15, 2018, meeting of the Planning and Zoning Commission, the following action was taken:

1. The Commission recommended approval of rezoning a portion of 421 Emmerson Avenue from R1 to R3 and of rezoning a portion of 2017 Lily Avenue from R3 to R1.
2. The Commission recommended approval of a Special Use Permit Amendment and Site Plan Amendment for Honey Pit BBQ to construct a pick-up window at the existing building at 951 South Kirkwood Road.
3. After a presentation by Anna Carr for a Special Use Permit for a convenience store to make and sell popcorn at 108 North Kirkwood Road, the Commission recommended approval.
4. After a presentation by Helen Lee for Site Plan Review for Villa Di Maria at 1280 Simmons Avenue to demolish one structure and construct a new building, a subcommittee consisting of Commissioners Adkins and Drewel was appointed. The subcommittee will meet on the site August 21 at 7:30 a.m.
5. After a presentation by City Planner Jonathan Raiche on various code amendments as included in the Downtown Master Plan and Parking Study, a subcommittee consisting of Commissioners O'Donnell, Mallinckrodt, Eagleton, and Evens was appointed. The subcommittee will meet in the Main Level Conference Room on August 24 at 9 a.m.
6. City Engineer Ted Dunkmann presented information about Complete Streets.

The next meeting will be held on September 5 at 7 p.m.

Respectfully submitted,

CITY OF KIRKWOOD

Allen Klippel, Chair
Planning and Zoning Commission

**CITY OF KIRKWOOD
PLANNING AND ZONING COMMISSION
SUBCOMMITTEE REPORT
AUGUST 15, 2018**

PETITION NUMBER: PZ-05-19

ACTION REQUESTED: SPECIAL USE PERMIT AMENDMENT (RESTAURANT, DRIVE-THRU) AND AMENDED SITE PLAN REVIEW

PROPERTY OWNER: MEI SHIU LIN

PETITIONER: SHANE MIHALJEVIC, HONEY PIT SMOKEHOUSE

PROPERTY LOCATION: 951 SOUTH KIRKWOOD ROAD

ZONING: B-3 HIGHWAY BUSINESS DISTRICT

DRAWINGS SUBMITTED: SITE PLAN PACKET (4 SHEETS) PREPARED BY BLAES ARCHITECTS, LLC STAMPED "RECEIVED JUNE 29, 2018 CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT"

ENLARGED PICK-UP PLAN PREPARED BY BLAES ARCHITECTS, LLC STAMPED "RECEIVED AUGUST 2, 2018 CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT"

DESCRIPTION OF PROJECT:

The petitioner is requesting a Special Use Permit Amendment and Amended Site Plan approval for the existing restaurant space located at the northwest corner of Kirkwood Road and Big Bend Boulevard. The existing Special Use Permit was approved in 2017 (Ordinance 10430) to allow for two building additions on the site. The current request is to remove the landscape areas along the south-side of the building to accommodate a drive-thru pick-up window and two parking spaces dedicated to pick-up customers. A new 2' awning overhang is also proposed to provide shelter for the newly proposed pick-up window.

MODIFICATIONS:

When reviewed for the requirements of a drive-thru restaurant, the following items require either a modification or variance if the request is to be approved as submitted. It is worth noting that while a drive-thru restaurant requires a queue lane of 160 linear feet, banks and dry-cleaners with pick-up functions are only required 60 linear feet of queuing area.

Topic	Required	Provided	Difference
Lot Size	1 acre	0.6 acres	0.4 acres
Parking	53 spaces	36 spaces	17 spaces
Queue Lane Drive-thru (Pick-up)*	160' (60')	45' plus 2 spaces	115' (15')
South Structure Setback	Existing	2' past existing	2'

The petitioner has not provided new justification for modifications to the above mentioned items; however, the previous application that was approved in 2017 included multiple items

that went above and beyond landscaping and lighting requirements. The modification that was approved with the 2017 approval was for the structure setback of the building additions. Since their application was approved, the Zoning Code was revised so that the building additions would now meet the required setback without the need for a modification.

COMPREHENSIVE PLAN, LAND USE AND ZONING:

The site is designated for Transition Mix Use on the EnVision Kirkwood 2035 Future Land Use map. The proposed development is commercial in nature and is consistent with the policies presented by the Comprehensive Plan. The subject property is zoned B-3 Highway Business District is occupied by a restaurant. Restaurants with drive-thru are a Special Use in the B-3 Highway Business District.

Surrounding land uses and zoning include the following:

- To the north: Various Commercial businesses zoned B-3 Highway Business District.
- To the south: Across Big Bend Boulevard are office and commercial businesses zoned B-5 Planned Commercial Development District.
- To the east: Across Kirkwood Road is a motorcycle dealership zoned B-3 Highway Business District.
- To the west: Various Commercial businesses zoned B-3 Highway Business District.

DEPARTMENTAL/AGENCY COMMENTS:

- Electric: Not in service area.
- Water: The meter pit must be relocated outside of any vehicular traffic land and/or parking space.
- Engineering:
 - 1. If not dedicated to emergency-access only, the southern door should not swing into path of traffic. Recess door or provide concrete curbs at door to create a refuge area.
 - 2. Door appears too close to the window to allow for efficient maneuvering. Provide confirmation that all passenger vehicles can maneuver around the refuge without the need to reverse.
 - 3. Concerns if queue extends into drive lanes will cause circulation issues.
- Building/Fire: Concern for potential of drive-thru traffic backing up to block access on the north side of the building.
- Forester:
 - 1. All landscaping used to allow for previous exception shall remain or be replaced with similar in-ground plantings.
 - 2. The dead existing river birch near the east end of the parking lot shall be replaced.

All of the above Departmental Comments were either addressed in discussion at the on-site subcommittee meeting or were addressed in a resubmission of information by the applicant.

SITE ELEMENTS ANALYSIS:

PARKING ANALYSIS:

The minimum parking requirements for a restaurant with drive-thru use are 32 spaces per 1,000 sf of seating area plus 2 spaces for every 3 employees. The proposal includes 1,484 sf of seating area and 9 employees which requires a total of 53 parking spaces. A total of 36 parking spaces are provided. As proposed and previously mentioned, this will require either a modification by the Planning & Zoning Commission and City Council or a variance by the Board of Adjustment.

LANDSCAPING

There is no new landscaping that is required by this project; however, the 9 shrubs in the existing planting bed on the south-side of the building are being proposed for removal. Staff recommends that these are replaced with similar in-ground plantings in the available planting area to the west of the parking lot near the existing billboard. This would help preserve the claim for providing landscaping above and beyond the minimum requirements.

DISCUSSION:

Zoning Matters signs were placed on the property on July 12, 2018 and this item was introduced at the Planning & Zoning Commission meeting on July 18, 2018. A subcommittee meeting was held on site on July 26th with proper notification posted. A list of attendees at that meeting is attached as Exhibit B. At this subcommittee meeting, the following items were discussed:

1. Staff concern about providing a curb for pedestrian refuge at southern door not applicable if this entrance remains as an emergency exit-only.
2. Applicant will provide further information indicating that a car waiting at the pick-up window can maneuver around the proposed bollard.
3. Conditions should be included in the recommendation which would limit the operations to a pick-up/carry-out business and not a full drive-thru with orders being taken while in line.
4. A bay-style pick-up window and the possibility of leaving some of the existing walkway along the side of the building were discussed as a means to keep cars further from the building and improving the maneuverability around the proposed bollard.

The applicant resubmitted a partial plan on August 2, 2018 which addressed the concerns regarding maneuverability around the southern pedestrian exit and bollard.

RECOMMENDATION:

Based on the landscaping and lighting that were provided and are being maintained above and beyond what the Code requires, the Subcommittee recommends that the requested modifications be **approved**. The subcommittee also recommends that this petition be **approved** with the following conditions:

1. The project shall be constructed and maintained in accordance with the Site Plan Packet (4 sheets) stamped "Received June 29, 2018, City of Kirkwood Public Works Department", and the Enlarged Pick-up Plan stamped "Received August 2, 2018, City of Kirkwood Public Works Department", except as noted herein.

2. Ordinance 10430 shall remain in effect except that the following conditions shall prevail when conflicting with those conditions found in Ordinance 10430.
3. The following modifications shall be granted: minimum lot size from 1 acre to 0.6 acres, parking spaces from 53 to 36, queue lane length from 160' to 93' (including 48' of pick-up parking spaces), and the southern structure setback to allow a 2' overhang encroachment for the pick-up window.
4. The drive-thru lane shall be restricted to pick-up only with no orders taken from vehicles. No menu board or similar mechanism shall be permitted for the drive-thru lane.
5. To avoid pedestrian/vehicle conflict, the door on the southern side of the building should remain as an emergency-only exit.
6. The existing elevated concrete surface adjacent to the south side of the building, approximately 18 inches wide, shall remain to improve maneuverability around the southern emergency exit.
7. A bay-style window shall be installed for the proposed pick-up window to improve maneuverability around the southern emergency exit.
8. The painted traffic flow arrows which remain from the parking lot design prior to the current occupant shall be eliminated by means approved by the Public Services Department.
9. Prior to issuance of any permit, a revised landscape plan shall be submitted which replaced the nine shrubs that are proposed to be removed with similar in-ground plantings.
10. Prior to issuance of any permit, the dead river birch near the east end of the parking lot must be replaced with satisfactory inspection by the City.
11. The petitioner shall comply with all standard conditions as listed in Exhibit A.

Respectfully submitted,

James Diel

Wanda Drewel

EXHIBIT A
STANDARD CONDITIONS

1. A performance guarantee in the form of a cash deposit or letter of credit in an amount approved by the Public Services Department and an administrative fee shall be submitted within one year of approval and prior to the issuance of a foundation letter or building permit to insure the completion of the proposed improvements, utilities and landscaping; to replace public improvements damaged by construction activities (sidewalks, curbs, etc.); and to guarantee significant trees designated to be saved. The letter of credit shall be in effect for a minimum of two years and may be extended in minimum six-month intervals as approved by the Department of Public Services. The Letter of Credit shall be drawn from a St. Louis area bank.
2. All hazardous sidewalks in the adjacent right-of-way shall be repaired as required by the Municipal Code.
3. All potholes, damaged pavement, and broken curbs are required to be repaired.
4. All new curb is required to be 18" concrete barrier curb.
5. If applicable, Storm water management plans shall be submitted to Metropolitan Sewer District (MSD) and City for review and approval prior to the issuance of a grading, foundation or building permit. Storm water greater than one c.f.s. shall not be directed across the public sidewalk or driveway entrances. If storm water detention is required by MSD, it shall be provided in permanent underground facilities constructed of concrete or on the parking lot.
6. If applicable, sanitary sewer plan shall be approved by MSD prior to the issuance of a foundation letter or building permit.
7. If applicable, a grading permit shall be obtained from the Public Services Department in accordance with the Kirkwood Code of Ordinances prior to any grading on the site. The grading permit shall include a grading plan in accordance with the Code of Ordinances.
8. Erosion and sediment control devices shall be sufficient to protect all off-site property from siltation and shall be installed prior to beginning of any grading or construction. The siltation control measures shall be installed and approved by the Public Services Department prior to issuance of a building permit. These devices shall be maintained during the construction activities.
9. During excavation and construction activities, the area of the site that is disturbed for this project shall be fully enclosed by a 6-foot high chain link fence to prevent the entry of unauthorized persons. The gate for the fence shall be locked during non-working hours.
10. No parking of construction trailers, material storage, equipment storage or construction equipment is authorized on the public streets at any time.

11. Enclosures are required to screen all dumpsters, grease receptacles, and similar items on the site and shall be constructed of sight-proof materials (e.g. masonry, split-faced concrete masonry units, etc.) similar or complementary to the main building and not less than six feet in height. Latching gates of similar or complementary materials shall be required to completely enclose the dumpster.
12. All rooftop equipment, air-conditioning units and mechanical equipment shall be completely screened from view of adjoining properties and public right-of-way.
13. The Architectural Review Board shall approve all signs and building architecture prior to the issuance of any building permits.

**EXHIBIT B
SUBCOMMITTEE MEETING ATTENDANCE**

P2-5-18

P&Z Subcommittee Meeting

Date:

7/26/18

Location:

971 S. Kirkwood Rd

Name	Organization
Jonathan Raiche	City of Kirkwood
RON EVANS	P&Z
Leo Meyer	Kirkwood Fire
JAMES DIEB	P&Z
Wanda Dremel	✓
Allen Klippel	P&Z
Steve M. Holman	Honey Pit
JED DUNKMAN	KIRKWOOD

SUBSTITUTE BILL 10681A

ORDINANCE

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AMENDMENT AND AMENDED SITE PLAN APPROVAL FOR A RESTAURANT WITH DRIVE-THROUGH AND OUTDOOR USES IN CONJUNCTION WITH SAID RESTAURANT USE AT 951 S. KIRKWOOD ROAD SUBJECT TO CERTAIN CONDITIONS.

WHEREAS, Shane Mihaljevic made application (PZ-5-19) for a Special Use Permit Amendment and Amended Site Plan Review for the purpose of adding a pick-up window with associated drive-through lane at the restaurant located at 951 South Kirkwood Road; and

WHEREAS, the Planning and Zoning Commission did on the 15th day of August, 2018, by adopting the Planning and Zoning Commission Subcommittee Report dated August 15th, 2018, (attached hereto as Exhibit "A" and incorporated by reference herein), recommend the granting of said Special Use Permit Amendment and Amended Site Plan Review subject to certain conditions and did find that granting of said permit would not substantially increase traffic hazards or congestion, would not substantially increase fire hazards, would not adversely affect the character of the neighborhood, would not adversely affect the general welfare of the community, and would not overtax public utilities, and that granting such permit would be consistent with the zoning laws; and

WHEREAS, the Council did on the 6th day of September, 2018, hold a public hearing with respect to such application after duly advertising and giving proper notice of such hearing and does find that the granting of such permit, subject to certain conditions, would not substantially increase traffic hazards or congestion, would not substantially increase fire hazards, would not adversely affect the character of the neighborhood, would not adversely affect the general welfare of the community, and would not overtax public utilities; and

WHEREAS, the Council does further find that the general welfare requires that such permit be subject to the conditions hereinafter set out.

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

SECTION 1. A Special Use Permit Amendment and Amended Site Plan Review for a restaurant with drive-through and outdoor uses in conjunction with said restaurant use is granted to Shane Mihaljevic on the property known as 951 South Kirkwood Road subject to the following conditions, including the right of the City Council to revoke the amendment allowing a drive-thru, pick-up only window if the drive-thru causes traffic congestion on Big Bend:

1. Ordinance 10430 shall remain in effect except that the following conditions shall prevail when conflicting with those conditions found in Ordinance 10430.
2. The project shall be constructed and maintained in accordance with the Site Plan Packet (4 sheets) stamped "Received June 29, 2018, City of Kirkwood Public Works

Department”, and the Enlarged Pick-up Plan stamped “Received August 2, 2018, City of Kirkwood Public Works Department”, except as noted herein.

3. A performance guarantee in the form of a cash deposit or letter of credit in an amount approved by the Public Services Department and an administrative fee shall be submitted within one year of approval and prior to the issuance of a foundation letter or building permit to insure the completion of the proposed improvements, utilities and landscaping; to replace public improvements damaged by construction activities (sidewalks, curbs, etc.); and to guarantee significant trees designated to be saved. The letter of credit shall be in effect for a minimum of two years and may be extended in minimum six-month intervals as approved by the Department of Public Services. The Letter of Credit shall be drawn from a St. Louis area bank.
4. As permitted by Section 220.2 of the Zoning Code, the following modifications shall be granted: minimum lot size from 1 acre to 0.6 acres, parking spaces from 53 to 36, queue lane length from 160’ to 93’ (including 48’ of pick-up parking spaces), and the southern structure setback to allow a 2’ overhang encroachment for the pick-up window.
5. The drive-thru lane shall be restricted to pick-up only with no orders taken from vehicles. No menu board or similar mechanism shall be permitted for the drive-through lane.
6. To avoid pedestrian/vehicle conflict, the door on the southern side of the building should remain as an emergency-only exit.
7. The existing elevated concrete surface adjacent to the south side of the building, approximately 18 inches wide, shall remain to improve maneuverability around the southern emergency exit.
8. A bay-style window shall be installed for the proposed pick-up window to improve maneuverability around the southern emergency exit.
9. The painted traffic flow arrows which remain from the parking lot design prior to the current occupant shall be eliminated by means approved by the Public Services Department.
10. Prior to issuance of any permit, a revised landscape plan shall be submitted which replaced the nine shrubs that are proposed to be removed with similar in-ground plantings. Said revised landscape plan shall also include reducing the Grolow Sumac plantings to accommodate one evergreen shrub in the northeast planter area (landscape island) and three evergreen shrubs in the southeast planter area (landscape island). Said evergreen shrubs shall be a minimum of 18 inches in height when planted. Said revised landscape plan shall also omit the original requirement to plant lirioppe. All areas designated as lirioppe beds shall be mulched and maintained to be weed free.
11. The three river birch shall be replanted with spacing as indicated on the proposed plan with satisfactory inspection by the City.
12. All hazardous sidewalks in the adjacent right-of-way shall be repaired as required by the Municipal Code.

13. All potholes, damaged pavement, and broken curbs are required to be repaired.
14. All new curb is required to be 18" concrete barrier curb.
15. If applicable, Storm water management plans shall be submitted to Metropolitan Sewer District (MSD) and City for review and approval prior to the issuance of a grading, foundation or building permit. Storm water greater than one c.f.s. shall not be directed across the public sidewalk or driveway entrances. If storm water detention is required by MSD, it shall be provided in permanent underground facilities constructed of concrete or on the parking lot.
16. If applicable, sanitary sewer plan shall be approved by MSD prior to the issuance of a foundation letter or building permit.
17. If applicable, a grading permit shall be obtained from the Public Services Department in accordance with the Kirkwood Code of Ordinances prior to any grading on the site. The grading permit shall include a grading plan in accordance with the Code of Ordinances.
18. During excavation and construction activities, the area of the site that is disturbed for this project shall be fully enclosed by a 6-foot high chain link fence to prevent the entry of unauthorized persons. The gate for the fence shall be locked during non-working hours.
19. No parking of construction trailers, material storage, equipment storage, or construction equipment is authorized on the public streets at any time.
20. Enclosures are required to screen all dumpsters, grease receptacles, and similar items on the site and shall be constructed of sight-proof materials (e.g. masonry, split-faced concrete masonry units, etc.) similar or complementary to the main building and not less than six feet in height. Latching gates of similar or complementary materials shall be required to completely enclose the dumpster.
21. All rooftop equipment, air-conditioning units and mechanical equipment shall be completely screened from view of adjoining properties and public right-of-way.
22. The Architectural Review Board shall approve all signs and building architecture prior to the issuance of any building permits.
23. Two signs indicating 'Window for pick-up only. No orders taken' shall be installed. One of the said signs shall be located near the northwest corner of the building and one shall be located near the southwest corner of the building. Said signs shall be submitted to the Architectural Review Board for review.
24. The City Council reserves the right to revoke this amendment allowing a drive-thru, pick-up only window if the drive-thru causes traffic congestion on Big Bend.

SECTION 2. Erosion and sediment control devices shall be sufficient to protect all off-site property from siltation and shall be installed prior to beginning of any grading or construction. The siltation control measures shall be installed and approved by the Public Services Department prior to issuance of a parking lot permit. These devices shall be maintained during the construction activities. Failure to maintain these devices authorizes the Public Services Department to issue a Stop Work Order for the building permit until such devices are

restored.

SECTION 3. The approval of this special use permit amendment and amended site plan shall not authorize any person to unreasonably alter, increase, or redirect the surface water run off so as to cause harm to any person or property.

SECTION 4. The premises and improvements as approved by this special use permit amendment and amended site plan shall be in good working order and maintained in good repair at all times.

SECTION 5. The applicant by accepting and acting under the special use permit amendment and amended site plan herein granted accepts the permit subject to the reservations, restrictions, and conditions set forth in the Code of Ordinances and in this Ordinance and agrees to comply with each provision subject to the penalties prescribed under Section 1-8 of the Code of Ordinances and subject to revocation of this permit in the event such provisions are not complied with.

SECTION 6. The applicant further agrees by accepting and acting under this special use permit amendment and amended site plan herein granted that this ordinance does not grant applicant any special rights, privileges, or immunities.

SECTION 7. This ordinance shall become null and void in the event the petitioner does not obtain a building permit within one year of the passage of this ordinance.

SECTION 8. The applicant and her successors and assigns by accepting and acting under the approval herein granted accepts the approval subject to the condition that failure to abate any violation of this approval or any provisions of the Code of Ordinances of the City of Kirkwood within five (5) days after notice by hand delivery or first-class mail shall result in an administrative investigation fee of \$500 due to the City of Kirkwood. An invoice shall be issued. A Stop Work Order to cease all work on the premises except such work as directed by the Public Services Director to abate the violation may be issued for any work on the premises until the investigation fee is paid in full. The City may demand payment of said fee from the holder of the letter of credit, any bond, or escrow if not paid within 30 days of the invoice.

SECTION 9. This ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS day of _____, 2018.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Introduced:

1st Reading:

2nd Reading:

BILL 10682

ORDINANCE

AN ORDINANCE APPROPRIATING FUNDS IN THE AMOUNT OF \$1,907,196 FROM THE ELECTRIC FUND TO ACCOUNT #501-2215-480.75.05, PROJECT #EL1803, ACCEPTING THE BID OF GERSTNER ELECTRIC IN THE NOT TO EXCEED AMOUNT OF \$5,019,677 (WHICH INCLUDES A CONTINGENCY OF \$814,997) FOR KIRKWOOD ROAD SIGNAL OPTIMIZATION AND INTERCONNECT PROJECT #CMAQ-5502(605) AND SOUTH KIRKWOOD ROAD-NIPHER MIDDLE SCHOOL SAFE ROUTE TO SCHOOL PROJECT #TAP-5502(607) AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, pursuant to law, the City obtained bids for the Kirkwood Road Signal Optimization and Interconnect Project #CMAQ-5502(605) and South Kirkwood Road-Nipher Middle School Safe Route to School Project #TAP-5502(607), and

WHEREAS, the most responsible bid received was that of Gerstner Electric in the not to exceed amount of \$5,019,677 (which includes a contingency of \$814,997) and which bid acceptance is approved by the Chief Administrative Officer and recommended by the Director of Procurement and the Director of Electric, and

WHEREAS, funds in the amount of \$1,907,196 need to be appropriated from the Electric Fund to Account #501-2215-480.75.15, Project #EL1803.

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

SECTION 1. Funds in the amount of \$1,907,196 are hereby appropriated from the Electric Fund to Account #501-2215-480.75.15, Project #EL1803.

SECTION 2. The bid of Gerstner Electric in the not to exceed amount of \$5,019,677 (which includes a contingency of \$814,997) for Kirkwood Road Signal Optimization and Interconnect Project #CMAQ-5502(605) and South Kirkwood Road-Nipher Middle School Safe Route to School Project #TAP-5502(607) is hereby accepted and approved.

SECTION 3. The Mayor is hereby authorized and directed to enter into a contract with Gerstner Electric in the not to exceed amount of \$5,019,677 (which includes a contingency of \$814,997) for Kirkwood Road Signal Optimization and Interconnect Project #CMAQ-5502(605) and South Kirkwood Road-Nipher Middle School Safe Route to School Project #TAP-5502(607).

SECTION 2. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF.

Mayor, City of Kirkwood

ATTEST:

City Clerk

1st Reading:

2nd Reading:

Ordinance
~~Resolution~~
Ordinance

Legislation Request

Place On The Agenda Of: 10/18/2018

Step #1:

Strategic Plan YES

Goal # & Title Goal #5 Invest for the future through public infrastructure

Background To Issue:

In accordance with FHWA and MODOT regulations the City advertised for bids to construct the CMAQ 5502 (605) Kirkwood Road Signal Optimization and Interconnect & TAP 5502(607) South Kirkwood Road-Nipher Middle School Safe Route to School projects. Three responsive bids were received. Gerstner Electric, Inc. submitted a low bid of \$4,204,680.00. The bids and supporting documentation were submitted to MODOT for award occurrence and MODOT has authorized the City to enter into a contract with Gerstner Electric, Inc. The CMAQ project is being funded through the Electric Department and the TAP project is being funded by the Public Services Department.

Recommendations and Action Requested:

It is recommend the City Council authorize the *appropriate* transfer of \$1,907,196 from the Electric Fund to account 501-2115-480-75-15 project EL1803 and accept the bid for construction services submitted by Gerstner Electric, Inc and include contingency of \$814,997 for a total authorized contract amount of \$5,019,677.

Alternatives Available:

The opportunity to utilized grant dollars to upgrade our signals is unprecedented in Kirkwood. Funding an upgrade of this magnitude on our own would be much more difficult.

Cost: \$5,019,677.00 Account #: 50121154807515 Project #: EL11803 Budgeted: YES

If YES, Budgeted Amount: \$2,827,136.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

Funding sources

For CMAQ 5502(605) from 501-2115-480.75-15 EL1803 = \$4,734,332

For TAP 5502(607) From 301-1401-600.75-12 PW1805 = \$285,345

Let's seize the moment and upgrade our signalization in concert with the other developments that are taking place in the downtown area like the Performing Arts Center. And let's move forward to technology that improves the flow of traffic and reduces air emissions.

BY: Mark Petty

Date: 10/11/2018

Authenticated: Petty

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

Purchasing Director's Comments:

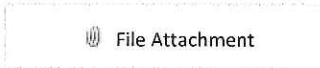
[Empty text box for Purchasing Director's Comments]

BY: David Weidler

Date: 10/11/2018

Authenticated: weidledc

You can attach up to 3 files along with this request.



Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Appropriate
Transfer of Funds

From Account # or Fund Name: Electric Fund

To Account # or Fund Name: 501-2115-480.75-15 EL1803

Finance Director's Comments:

[Empty text box for Finance Director's Comments]

BY: John Adams

Date: 10/11/2018

Authenticated: adamsjr

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve Diasapprove

Chief Administrative Officer's Comments:

[Empty text box for Chief Administrative Officer's Comments]

BY: 

Date: 10-11-18

October 11, 2018

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Kirkwood Road Signal Optimization and Interconnect Project # CMAQ-5502(605) and South Kirkwood Road- Nipher Middle School Safe Route to School Project # TAP-5502(607), Bid # 12429

Sealed bids were publicly opened on September 13th, 2018. The bid tabulation is as follows:

<u>Vendor</u>	<u>Total</u>
Gerstner Electric	\$4,204,680.00
Meyer Electric	\$4,791,848.31
Reinhold Electric	\$4,885,165.00

Bid requests were also sent to Amcon Municipal Concrete, Black & McDonald, Gershenson Construction, Intelight, Krupp Construction, MoboTrex, NB West Contracting Company, Inc, Pace Construction Company, LLC, Pavement Solutions, Traffic Control Corporation; however they did not submit bids.

The bids were provided to Mark Petty, Director of Electric, for review. It is recommended that the bid be awarded to Gerstner Electric, as their bid of \$4,204,680.00 is the lowest responsible bid meeting specifications.

It is recommended the City Council authorize the ^{appropriate} transfer of \$1,907,196.00 from the Electric Fund to account 501-2215-480.75-15 project EL1803 making \$4,734,332.00 available for CMAQ5502(605). Funding is available in account number 301-1401-600.75-12, project number PW1805, in the amount of \$285,345.00.

Attached is a request from Mark Petty, Director of Electric, for a resolution authorizing a contract to be issued to Gerstner Electric in the amount of \$4,204,680.00 with a contingency of \$814,997.00 for a total not to exceed \$5,019,677.00 for Kirkwood Road Signal Optimization and Interconnect Project # CMAQ-5502(605) and South Kirkwood Road- Nipher Middle School Safe Route to School Project # TAP-5502(607) .

Respectfully,



David Weidler, CPPO, CPPB
Director of Procurement

RESOLUTION 162-2018

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AGREEMENT WITH GALLAGHER BENEFIT SERVICES TO UTILIZE THE GALLAGHER MARKETPLACE FOR AN ONLINE EMPLOYEE BENEFIT PORTAL.

WHEREAS, the City of Kirkwood is seeking to utilize the Gallagher Marketplace for an online employee benefit portal, and

WHEREAS, staff recommends the acceptance of an Agreement with Gallagher Benefit Services to utilize the Gallagher Marketplace for an online employee benefit portal, and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The Mayor is hereby authorized and directed to enter into an Agreement with Gallagher Benefit Services to utilize the Gallagher Marketplace for an online employee benefit portal.

SECTION 2. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 18TH DAY OF OCTOBER 2018.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 10/18/2018

Step #1:

Strategic Plan YES Goal # & Title Create an environment to attract and retain talented personnel

Background To Issue:

In order to attract and retain personnel, and control costs, staff believes that moving to an online portal for benefits and greatly expanding the number of benefit choices will allow employees to better match their needs with the right mix of benefits.

Recommendations and Action Requested:

Staff is recommending entering into an agreement with Gallagher Benefit Services to utilize the Gallagher Marketplace as well as enter into a software agreement with Businessolver per the attached proposal in the amount of \$50,537 for the first year and ongoing per month fees as spelled out in the proposal.

Alternatives Available:

No change to our program would mean a 7.7% increase in premiums, a more expensive option than what is being proposed.

Cost: \$50,537.00 Account #: 60131104415210 Project #: Budgeted: YES

If YES, Budgeted Amount: \$370,434.00 If NO, or if insufficient funding (Complete Step #3).


Department Head Comments:

BY: Georgia Ragland

Date: 10/8/2018

Authenticated: raglangl

You can attach up to 3 files along with this request.


20181003092950036.pdf
Adobe Acrobat Document
1.46 MB

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. (**Must have Purchasing Director's approval**).

Approve

Purchasing Director's Comments:


BY: David Weidler

Date: 10/11/2018

Authenticated: weidledc

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

BY: John Adams

Date: 10/11/2018

Authenticated: adamsjr

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve

Diasapprove

Chief Administrative Officer's Comments:

BY: 

Date: 10-11-18

**CITY OF KIRKWOOD
139 S. KIRKWOOD ROAD
KIRKWOOD, MO 63122**

TO: Mayor and Council
FROM: Georgia L. Ragland, ACAO
DATE: September 21, 2018
RE: Employee Benefits

On October 4th our partners at Gallagher Benefit Services will attend the work session and make a presentation concerning some changes we are recommending in our benefits and particularly the delivery system for benefits. We have been exploring for probably two years the potential of an online benefit portal that would offer more options for employees. The portal we are recommending is operated by Gallagher Benefit Services. A proposal outlining the costs is attached.

Currently, when the City conducts open enrollment for benefits every February, employees sign up individually with paper applications for medical, dental, vision, and voluntary benefits (critical illness, short-term disability, legal and identity theft protection, etc.). Employees can choose between two medical plans with Anthem, one dental plan, and one vision plan (with two options). In today's competitive environment, customization and employee choice adds real value.

Going forward, we would like to offer four medical plans, and multiple dental and vision plans. With more choices, there is a concern that it may be difficult for employees to compare plans and figure out which ones make the most sense for them and their dependents. The online portal allows employees to access it from any internet enabled computer, tablet, or smart phone 24/7. It walks employees through a series of questions and based on those responses makes a recommendation as to which plans best match how employees have identified how they use their benefits and their degree of risk tolerance. Employees are free to accept the recommendation or make another choice.

In the past, the City has contributed different amounts of money for the two medical plans' premiums. Overall, the City pays for approximately 80% of the costs of providing health care benefits with employees paying anywhere from about \$10 a pay period to \$325 a pay period depending on the plan chosen and type of dependent coverage selected. With the online portal program staff is recommending setting a benefit allowance for employee medical benefits for four levels: single, single plus spouse; single plus children; and family. Attached is a spreadsheet that shows what that would look like.

Georgia L. Ragland
Asst. Chief Administrative Officer
Phone: 314-822-5801
Fax: 314-822-5863
raglangl@kirkwoodmo.org

In the first column it shows what employees pay per month now for the two existing plans. The second column shows what the City pays currently. The third column sets the allowance amount. Note that for single coverage under the proposed HSA and High Deductible plan, the cost of that plan is less than the proposed amount. The fourth column shows for next year what an employee would pay for coverage under each of the four plans.

Offering an HSA (health savings account) plan was included as one of Dr. McGrath's recommendations. HSAs come with triple tax advantages (no taxing of employee contributions when placed in the HSA, no taxing of investment returns, and no taxes when the funds are removed from the account and used for eligible health related expenditures). The column on the far right shows the dollar difference an employee will pay next year if they continue to choose either the Buy-Up or Base plans, and then it also shows how much an employee could save if they chose one of the two new plans. For example, an employee with Single + Spouse coverage in the Buy-Up plan could pay only \$22.67 a month for coverage in the proposed HSA High Deductible plan, a savings of \$379.28 a month. If they chose to utilize those savings as contributions to their HSA they would be able to contribute \$4,551.36 in year one, (not counting the City's \$500 annual contribution to the HSA).

This represents a very significant change in approach but is one that should allow for far more customization of benefits for employees. If council likes this approach the next step would be to approve the Gallagher proposal via a resolution at the October 18th meeting, thus allowing for plenty of time for the portal to be built and information given to employees about the change in sufficient time for our February open enrollment period.

Georgia L. Ragland
Asst. Chief Administrative Officer
Phone: 314-822-5801
Fax: 314-822-5863
raglangl@kirkwoodmo.org

RESOLUTION 163-2018

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A SOFTWARE AGREEMENT WITH BUSINESSOLVER TO PROVIDE SERVICES FOR THE ONLINE EMPLOYEE BENEFIT PORTAL THROUGH GALLAGHER MARKETPLACE AT THE RATES SET FORTH IN THE PROPOSAL (A COPY OF WHICH IS ATTACHED HERETO AND INCORPORATED BY REFERENCE HEREIN).

WHEREAS, the City of Kirkwood is seeking to utilize the Gallagher Marketplace for an online employee benefit portal, and

WHEREAS, staff recommends the acceptance of a Software Agreement with Businessolver to provide services for the online employee benefit portal through Gallagher Marketplace at the rates set forth in the proposal (a copy of which is attached hereto and incorporated by reference herein), and

WHEREAS, funds are available in Account #601-3110-441.52.10.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The Mayor is hereby authorized and directed to enter into a Software Agreement with Businessolver to provide services for the online employee benefit portal through Gallagher Marketplace at the rates set forth in the proposal (a copy of which is attached hereto and incorporated by reference herein).

SECTION 2. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 18TH DAY OF OCTOBER 2018.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 10/18/2018

Step #1:

Strategic Plan YES

Goal # & Title Create an environment to attract and retain talented personnel

Background To Issue:

In order to attract and retain personnel, and control costs, staff believes that moving to an online portal for benefits and greatly expanding the number of benefit choices will allow employees to better match their needs with the right mix of benefits.

Recommendations and Action Requested:

Staff is recommending entering into an agreement with Gallagher Benefit Services to utilize the Gallagher Marketplace as well as enter into a software agreement with Businessolver per the attached proposal in the amount of \$50,537 for the first year and ongoing per month fees as spelled out in the proposal.

Alternatives Available:

No change to our program would mean a 7.7% increase in premiums, a more expensive option than what is being proposed.

Cost: \$50,537.00

Account #: 60131104415210

Project #:

Budgeted: YES

If YES, Budgeted Amount: \$370,434.00

If NO, or if insufficient funding (Complete Step #3).


Department Head Comments:


BY: Georgia Ragland

Date: 10/8/2018

Authenticated: raglangl

You can attach up to 3 files along with this request.


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Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

Purchasing Director's Comments:

BY: David Weidler


Date: 10/11/2018

Authenticated: weidledc

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From Account # or Fund Name:

To Account # or Fund Name:

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BY: John Adams

Date: 10/11/2018

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Approve

Diasapprove

Chief Administrative Officer's Comments:

BY: 

Date: 10-11-18

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139 S. KIRKWOOD ROAD
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FROM: Georgia L. Ragland, ACAO
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Currently, when the City conducts open enrollment for benefits every February, employees sign up individually with paper applications for medical, dental, vision, and voluntary benefits (critical illness, short-term disability, legal and identity theft protection, etc.). Employees can choose between two medical plans with Anthem, one dental plan, and one vision plan (with two options). In today's competitive environment, customization and employee choice adds real value.

Going forward, we would like to offer four medical plans, and multiple dental and vision plans. With more choices, there is a concern that it may be difficult for employees to compare plans and figure out which ones make the most sense for them and their dependents. The online portal allows employees to access it from any internet enabled computer, tablet, or smart phone 24/7. It walks employees through a series of questions and based on those responses makes a recommendation as to which plans best match how employees have identified how they use their benefits and their degree of risk tolerance. Employees are free to accept the recommendation or make another choice.

In the past, the City has contributed different amounts of money for the two medical plans' premiums. Overall, the City pays for approximately 80% of the costs of providing health care benefits with employees paying anywhere from about \$10 a pay period to \$325 a pay period depending on the plan chosen and type of dependent coverage selected. With the online portal program staff is recommending setting a benefit allowance for employee medical benefits for four levels: single, single plus spouse; single plus children; and family. Attached is a spreadsheet that shows what that would look like.

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Georgia L. Ragland
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Medical Plans for FY2020

	Monthly EE Cost FY2019	City Cost/Mo. FY2019	Proposed City Cost FY2020	Proposed EE Monthly Cost FY2020	FY2020 EE Cost Minus FY2019 Cost
Buy-Up Plan					
Single	113.32	517.04	515	162.04	48.72
Single + Spouse	401.95	858.77	910	444.08	42.13
Single + Children	337.24	765.88	810	374.81	37.57
Family	651.46	1134.43	1200	718.14	66.68
Base Plan	Monthly EE Cost FY2019				
Single	20.6	507.04	515	45.87	25.27
Single + Spouse	143.3	911.98	910	211.74	68.44
Single + Children	111.63	811.74	810	171.52	59.89
Family	238.42	1212.6	1200	342.4	103.98
Proposed Higher Deductible Plan (Base with \$1,500/3000 ded \$4,000/8,000 OOP)	N/A	N/A			FY2020 EE Cost versus Buy-Up and Base FY2019 Cost
Single			515	-1.64	-114.94/-22.24
Single + Spouse			910	116.73	-287.22/-26.57
Single + Children			810	88.39	-248.85/-54.91
Family			1200	211.76	-439.70/-26.66
Proposed HSA/HDHP Plan (\$2,000/4,000 ded 90%/60% \$4,000/8,000 OOP) Includes \$500 HSA fund	N/A	N/A			
Single			487.17	0	-113.32/-20.6
Single + Spouse			910	22.67	-379.28/-120.63
Single + Children			810	11.29	-325.95/-100.34
Family			1200	66.8	-584.66/-171.62



PREPARED FOR

City of Kirkwood

September 4, 2018
Proposal valid for 90 days



Gallagher
MARKETPLACE

Powered By:
business

Our Promise to You

Dear City of Kirkwood Team,

We understand the process of entering into a Private Marketplace or Exchange can be a bit daunting. You want a team that can advise you well and a system that can provide efficiencies for your administrators and expanded choices for your employees, while providing tools and resources that enable them to make the best elections for their needs. You need true partners that provide ongoing consulting support, secure systems transactions, steady guidance, and technology best practices along the way.

That is why Gallagher Benefits Services has partnered with Businessolver to provide you with all of these advantages, and more through The Gallagher Marketplace, powered by Businessolver. Gallagher and Businessolver understand that what we do every day impacts real people, and these people are your most valuable asset – your employees! Everything we do is aimed at our shared mission:

Reducing your risk is our business. Delighting you along the way is our culture.

Within this document you will find:

- What we know about you (this ensures we are all on the same page)
- A breakdown of your investment (our goal is to provide you with a clear, predictable pricing model)
- Other services to consider (these are optional services that can help you accomplish your goals)
- Implementation Overview (our unique approach ensures you provide your feedback throughout the implementation process)
- Risk factors you need to consider (is your partner protecting your employees' data?)
- Additional information on the optional services Businessolver can provide

Thank you again for the opportunity.

Best Regards,



Powered By:
businessolver

What we understand about you

Active Population:

294

Plans:	Carriers:	Files/Integrations/Connections
<i>Medical</i>	Anthem	<i>HIPAA 834 5010</i>
<i>Dental</i>	Delta Dental	<i>HIPAA 834 5010</i>
<i>Vision</i>	Ameritas	<i>HIPAA 834 5010</i>
<i>Basic Life</i>	Ochs (Securian/MN Life)	
<i>Supplemental Life</i>	Ochs (Securian/MN Life)	
<i>LTD</i>	Ochs (Securian/MN Life)	
<i>STD</i>	Aflac	<i>Proprietary Eligibility File</i>
<i>Critical Illness</i>	Aflac	<i>VB Enrollment Link to Carrier</i>
<i>Critical Illness, Accident</i>	Allstate	<i>Proprietary Eligibility File</i>
<i>EAP</i>	PAS	<i>Proprietary Eligibility File</i>
<i>FSA</i>	RightChoice	<i>Proprietary FSA File</i>
<i>Healthcare Bluebook</i>	Healthcare Bluebook	<i>Proprietary Eligibility File</i>

Your current systems:

<i>COBRA</i>	In-House
<i>Benefits Admin</i>	Paper
<i>HRIS*</i>	Naviline
<i>Payroll*</i>	Naviline

*HRIS and Payroll integrations may be available for an additional fee. Final fees will be based upon the file specifications and requirements for each system. Integrations may extend the implementation timeline.

Our services, your delight:

**Enrollment & Eligibility
Reporting, Analytics & Billing
COBRA Services
Service Center Support
ACA Reporting & IRS Transmittal
FSA Administration (Discovery Benefits)**



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The Value of Client Delight

Implementation Service		One-Time Fee	
Core Implementation: Enrollment, Reporting, Analytics & Billing, Service Center & COBRA			
ACA Compliance Suite Implementation: 1095 Reporting & IRS Transmittal		\$9,450	
Ongoing Service	Lives	PEPM	Annual Fee
Core PEPM Bundle: Enrollment, Reporting, Analytics & Billing, Service Center & COBRA			
ACA Compliance Bundle: 1095 Reporting & IRS Transmittal	294 Active	\$7.85	\$27,695
ComPsych**	279 Medical-Enrolled	\$1.00	\$3,348
Gallagher Admin Fee**	279 Medical-Enrolled	\$3.00	\$10,044
Total Year 1 Fees:			\$50,537

ACA Fulfillment:

- * ACA 1095-C or B Fulfillment (per statement, mailed): \$1.50
- * ACA 1095-C or B Fulfillment (per statement, PDF only): \$1.00

Optional Services:

Implementation Service		One-Time Fee	
Discovery Benefits: FSA Administration		INCLUDED	
Ongoing Service	Participants	PPPM/Per Event	
Discovery Benefits: FSA Administration	Unknown	\$4.50 PPPM	

NOTE: Please see Value Projections & Terms on next page for standard pricing caveats.

Value Projections & Terms

- *If Businessolver COBRA Services are not selected, an interface fee of up to \$5,000 may be charged.
- *The allowable 2% administration fee is collected on COBRA participants and retained by Businessolver.
- *COBRA Takeover letters are charged at \$7.50 each and are not included in the COBRA PEPM. COBRA Open Enrollment kits are available and will be quoted as needed.
- *COBRA Overdrafts encountered because of NSF activities shall be charged to the Customer's banking account.
- *NSF Fees will be charged back to the participant and are considered non-payment of premium.
- *Pricing is subject to change if the scope of the services and project changes
- *Final pricing is subject to review of benefit plans, export requirements and service requirements.
- *Pricing is based upon a three (3) year service agreement
- *Businessolver fees do not include integration fees that may be charged by the carrier.
- *Businessolver is not responsible for any postage, overnight charges, and/or additional printing charges. These will be a pass-through cost to the client.
- *Final service parameters shall be determined in the services agreement between the parties. The services agreement is to be finalized to prior to the live date.
- *Businessolver does not charge for terminated records. Fees are for all active records (active, COBRA and retiree).
- *The ongoing PEPM fees will commence upon the import of the Customer's data into Benefitsolver.
- *Based on 294 active lives. Pricing is for all active employees (including active, retirees and COBRA members if applicable).
- *1094-C Transmittal assumes multiple FEINs may be submitted on one transmission. If IRS requirements vary, additional fees may apply. ACA fees will be charged for the full reporting year, regardless of implementation date.
- *ACA Historical data is required to be provided in Businessolver's preferred format. If data cannot be provided in this format a \$150/hour fee will apply for our team to support data conversion.
- *Charges and fees for 1095 Data Storage will apply for all 12 months of a single calendar/reporting year, regardless of actual Implementation date.
- *Businessolver may increase such fees annually by an amount not to exceed the annual change in the Producer Price Index, as published by the Bureau of Labor Statistics, plus 2% (200 basis points). However, such increase shall not occur more frequently than once in any twelve (12) month period. Businessolver may also increase the fees at any time during the Initial Term or any renewal term if a third-party supplier increases the fees to be paid by Businessolver, with such increase being limited to the amount of increase in Businessolver's fee to the third-party supplier.
- *Service Center is subject to annual minute maximum. Minute maximum will be based on service expectations, current call volume, and future volume assumptions. Quarterly usage reports will be provided by Businessolver.
- *HRIS and Payroll integrations may be available for an additional fee. Final fees will be based upon the file specifications and requirements for each system. Integrations may extend the implementation timeline.
- **Fees for Gallagher Administration and/or ComPsych to be billed separately.



A Closer Look at our Services

COBRA ADMINISTRATION

COBRA administration services are available wherein we manage all COBRA activities including compliance, documentation, communication, and payment collection. This is all done through the single-source platform, Benefitsolver, which means your COBRA information will be in the same place as your enrollment and eligibility data. This provides many efficiencies including a complete tracking of an employee's lifecycle and automatic processing of documentation based on system triggers. For example, when the system receives information that an employee enrolled in a COBRA-eligible plan, the COBRA Initial Rights notice is automatically generated and mailed. When coverage is terminated and a participant is eligible for COBRA, a Qualifying Event Notice is automatically generated and mailed.

SERVICE CENTER

As complicated as healthcare has become, employees want to be able to talk to a real, knowledgeable person to obtain benefits information and education. Our in-house Service Center offers comprehensive support to reduce the burden on your administrators and provide personalized service to your most valuable asset — your employees.

Your employees will receive personalized support from a team of Benefit Specialists that have been thoroughly trained on your unique business factors. Our goal is to support employees in ways that are meaningful and authentic. Unlike the typical call center, we know that your employees are more than just a string of data in our system; they are real people.

Services you will receive through the Service Center include:

- ▶ Dedicated toll-free number for employees
- ▶ Live chat capabilities within Benefitsolver
- ▶ Employee support can include password resets, navigation questions, benefit questions, enrollment support, and claims advocacy (e.g. research with carriers and employee outreach)
- ▶ Employee support for questions related to COBRA administration or dependent verification (if applicable)
- ▶ Administrator access to recorded calls and live chats at any time

ACA SERVICES

We strongly believe that part of our mission as a benefits partner is to help you navigate the changing legislative environment. That mission includes helping our clients understand and respond to the often confusing requirements of the Affordable Care Act (ACA). The first step in delivering on that promise is understanding the law and how we can support compliance for our clients.

6055/6056 REPORTING

Understanding the complexities of all of the reporting requirements, we want to offer you the most flexibility possible to manage 1094 and 1095 compliance; below you'll find a description of the options offered to ensure compliance. The core offering is storage of data required for 6055/6056 reporting. You also have the option of adding fulfillment and transmittal services. Options include:



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1095 Data Storage for Reporting

- ▶ Monthly storage of the fields identifying offer of health coverage to employees and enrollment for all covered individuals
- ▶ We will provide a standard extract file for data management
- ▶ 1095 Data Storage is available regardless of whether you are utilizing any other ACA service
- ▶ Requires any undetermined offer and Safe Harbor codes (e.g., information requested on lines 14 and 16 of IRS form 1095-C) be provided to Businessolver by you
- ▶ An additional PEPM fee applies for this option; if you are already using ACA StatusTracker functionality, the additional PEPM will only apply to those employees that are not already being tracked in StatusTracker.

1094 Transmittal

- ▶ Clients will review data to confirm offer and Safe Harbor codes for employees prior to transmittal to IRS
- ▶ Businessolver will submit 1094 data for all employees and dependents via the IRS-prescribed electronic filing format
- ▶ A fee applies per successful data transmission