



WHERE COMMUNITY AND SPIRIT MEET™

**Kirkwood City Council
Agenda
Thursday, May 16, 2019, 7:00 p.m.
Kirkwood City Hall
City Council Chambers
139 South Kirkwood Road
Kirkwood, MO 63122
Posted on May 10, 2019**

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. INTRODUCTIONS AND RECOGNITIONS

IV. PRESENTATIONS

1. Police Department Awards
2. Kirkwood Human Rights Commission Essay Contest Winners

V. PUBLIC HEARINGS

1. Allocation of \$46,800 in Community Development Block Grant funds which will become available after January 1, 2020

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 May 2, 2019 City Council Meeting Minutes
- b) Resolution 72-2019, transferring funds from the Overtime Account to the Salary Account for the Electric Department (\$10,798)
- c) Resolution 73-2019, transferring funds from the Training Account to the Legal Account for legal expenses the Electric Department (\$9,312)
- d) Resolution 74-2019, transferring funds from the Tree Trimming Account to the Overtime Account for the Electric Department (\$34,568)
- e) Resolution 75-2019, appointing and reappointing members to various Boards and Commissions
- f) Resolution 76-2019, accepting the bid of Elliot Equipment Co. (pursuant to Sourcewell Cooperative Contract) for the purchase of a Freightliner M2 Chassis with NewWay Body for the Sanitation Department and authorizing the issuance of a Purchase Order (\$191,352.17)
- g) Resolution 77-2019, accepting the bid of Intelligent Lighting Creations for the purchase of Kirkwood Performing Arts Center Theatrical Luminaires and accessories and authorizing the issuance of a Purchase Order (\$248,550)



WHERE COMMUNITY AND SPIRIT MEET

- h) Resolution 78-2019, accepting the proposal of O'Toole Design Associates for Kirkwood Performing Arts Center Signage/Graphic Design and authorizing and directing the Mayor to enter into a contract (not to exceed of \$21,800)

VIII.

UNFINISHED BUSINESS

1. Bill 10748, granting a Special Use Permit for a restaurant at 343 South Kirkwood Road subject to certain conditions
2. Bill 10749, amending the Kirkwood Code of Ordinances, Chapter 14, Article VIII. Section 14-393 "Schedule C: No Parking Zones" by adding no parking on the south side of Dougherty Ferry Road from Ballas Road eastwardly approximately 250 feet from the prolongation of the edge lines of Ballas Road and Dougherty Ferry Road

IX.

NEW BUSINESS

1. Bill 10751, amending the Kirkwood Code of Ordinances, Chapter 23, Article III. "City Electric System", Division 2. "Rates, Charges & Billing", Section 23-84 "Rates Established", by removing Subparagraph (b) in its entirety and renumbering the remaining subparagraphs accordingly
2. Bill 10752, amending the Kirkwood Code of Ordinances, Chapter 23, Article IV. "City Water System", Division 2. "Rates, Charges & Billing", by removing Section 23-142 "Water Rates" in its entirety and renumbering the remaining sections accordingly
3. Bill 10753, reappropriating funds to the Building and Site Improvements Account, Project #PF1911, from Fiscal Year 2018/2019 to Fiscal Year 2019/2020 for the Performing Arts Center Construction (\$2,523,794)
4. Bill 10754, appropriating funds from the General Fund Fund Balance to Account #101-1201-421.23.01 for legal expenses for the Police Department (\$11,668)
5. Bill 10755, appropriating funds from the General Fund Fund Balance to Account #101-1102-412.32.01 for legal expenses for the Administration Department (\$63,268)
6. Bill 10756, appropriating funds from the Medical Fund Fund Balance to Account #602-3112-442.31.10 for medical claims (\$39,135)
7. Bill 10757, appropriating funds from the Workers' Compensation Fund Fund Balance to Account #601-3110-441.21.02 for Workers' Compensation Claims (\$215,241)
8. Bill 10758, appropriating funds from the Capital Fund Fund Balance to Account #301-1704-600.75.03, Project #FO2005 and Project #FO2006, amending the contract with JW Fuller Construction, LLC, for City Hall Cupola Carpentry Repair Services and Gazebo Carpentry Repair Services and authorizing and directing the Mayor to enter into an amended contract (\$45,557)
9. Resolution 71-2019, amending Resolution 113-2018 by revising the Framework Plan portion of the Downtown Master Plan and Parking Study for the City of Kirkwood

X.

CONSENT AGENDA ITEMS FOR DISCUSSION (IF ANY)



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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 May 15, 2019 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 June 6, 2019.

UPCOMING PUBLIC HEARINGS

NONE

CONTINUED ITEMS

NONE

TABLED ITEMS

1. Bill 10645, amending the provisions of the Municipal Code, Appendix A – Zoning, regarding Side Yard Setbacks in the R-3 Single Family Residential District
2. Bill 10690, amending the provisions of the Municipal Code, Appendix A – Zoning, regarding Height Requirement in the B-2 Business District

Kirkwood City Council: Mayor Tim Griffin; Council Members Nancy Luetzow, Maggie Duwe, Ellen Edman, Mark Zimmer, Wallace Ward, and Kara Wurtz

Contact Information: For full City Council contact information visit www.kirkwoodmo.org/council. To contact the City Clerk call 314-822-5802. To contact the Chief Administrative Officer call 314-822-5803.

Accommodation: 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:

Allocation of \$46,800 in Community Development Block Grant funds which will become available after January 1, 2020

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?

Assistant Chief Administrative Officer Georgia Ragland

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.



PUBLIC NOTICE

The City of Kirkwood will hold a public hearing to discuss the allocation of \$46,800 in Community Development Block Grant funds which will become available after January 1, 2020. The public hearing will be held at 7:00 p.m. on May 16, 2019, at 139 S. Kirkwood Road, Kirkwood MO 63122. To further its commitment to fair and equitable treatment of all citizens the City of Kirkwood has enacted and/or enforces the following:

A Fair Housing Ordinance prohibiting unlawful discrimination against any person because of race, sex, color, religion, disability, familial status or national origin.

A Policy of Nondiscrimination on the Basis of Disability in the admission or access to, or employment in, its federally assisted programs or activities.

A Policy of Equal Opportunity to Participate in Municipal Programs and Services regardless of race, color, religion, sex, age, disability, familial status, national origin, or political affiliation.

A requirement for bidding on CDBG activities that promotes employment opportunities created by HUD funding and that these opportunities be afforded low-income community residents and businesses.

If you would like information regarding the above policies or if you believe you have been unlawfully discriminated against, contact the following municipal official or employee who has been designated to coordinate compliance with equal employment opportunity requirements referenced above. Additionally, if you are unable to attend the public hearing, you may provide written comments regarding the Community Development Block Grant Program to the following municipal official:

Georgia L. Ragland
Asst. Chief Administrative Officer
City of Kirkwood
139 S. Kirkwood Road
Kirkwood, MO 63122
314-822-5801

If you are a person with a disability or have special needs in order to participate in this public hearing, please contact Laurie Asche no later than May 16, 2019.

For more information call: 314-822-5802 VOICE or 314-822-5858 TDD.
1-800-735-2466 RELAY MISSOURI VOICE, 1-800-735-2966 RELAY MISSOURI TDD
Equal Opportunity Employer

AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI
COUNTY OF ST. LOUIS

} S.S.

Page 1 of 2

Before the undersigned Notary Public personally appeared **Lisa Fowler** 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 **April 02, 2019** edition and ending with the **April 02, 2019** edition, for a total of 1 publications:

04/02/2019

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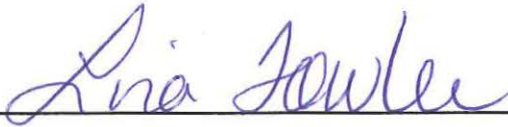
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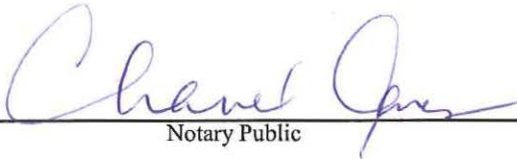
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Georgia L. Ragland
Asst. Chief Administrative Officer
City of Kirkwood
139 S. Kirkwood Road



Lisa Fowler

Subscribed & sworn before me this 2nd day of Apr, 2019
(SEAL)



Notary Public

CHANEL JONES
Notary Public - Notary Seal
State of Missouri
Commissioned for St Louis County
My Commission Expires: August 08, 2022
Commission Number: 14397721

AFFIDAVIT OF PUBLICATION

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Kirkwood, MO 63122
314-822-5801

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RELAY MISSOURI VOICE,
1-800-735-2966
RELAY MISSOURI TDD
Equal Opportunity Employer
11724248 County Apr. 2, 2019



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Georgia L. Ragland
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Equal Opportunity Employer

RESOLUTION

A RESOLUTION AUTHORIZING AN APPLICATION FOR USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS IN THE AMOUNT OF \$46,800 FOR THE FISCAL YEAR 2020 AND ALLOCATION OF SAID FUNDS.

WHEREAS, it is estimated that the City of Kirkwood will receive Community Development funds in the amount of \$46,800 for the year 2020.

WHEREAS, the Council of the City of Kirkwood, after due publication of notice, will conduct a public hearing on the 16th day of May 2019, regarding the annual Community Development Block Grant application for 2020, and

WHEREAS, under the St. Louis County/City of Kirkwood Cooperative Agreement, the City is eligible an allocation of CDBG funds administered through St. Louis County Community Development, to assist in Community Development activities, and

WHEREAS, given the amount and complexity of the administrative burden on the city required by CDBG regulations for administering program funds, staff recommends the entire allocation of 2020 funds in the amount of \$46,800 be dedicated to the home improvement program for the year 2020, and that St. Louis County administer the program on behalf of the City of Kirkwood.

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

SECTION 1. The City is hereby authorized to apply for and allocate \$46,800 of the 2020 Block Grant Funds for home improvement programs managed by St. Louis County.

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

PASSED AND APPROVED THIS DAY OF.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 6/6/2019

Step #1:

Strategic Plan NO

Goal # & Title

Background To Issue:

Under the St. Louis County/City of Kirkwood Cooperative Agreement, the City is eligible for an allocation of Community Block Grant Funds in the amount of \$46,800 administered through St. Louis County Community Development to assist in Community Development activities.

Recommendations and Action Requested:

Approve a resolution authoring an application for use of Community Development Block Grant Funds in the amount of \$46,800 for fiscal year 2020.

Alternatives Available:

Cost: \$0.00

Account #: 000000

Project #:

Budgeted: YES

If YES, Budgeted Amount: \$0.00

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

Department Head Comments:

BY: Laurie Asche

Date: 5/6/2019

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:

5-10-19

THE CONSENT AGENDA IS ATTACHED

- a) Approval of the May 2, 2019 City Council Meeting Minutes
- b) Resolution 72-2019, transferring funds from the Overtime Account to the Salary Account for the Electric Department (\$10,798)
- c) Resolution 73-2019, transferring funds from the Training Account to the Legal Account for legal expenses the Electric Department (\$9,312)
- d) Resolution 74-2019, transferring funds from the Tree Trimming Account to the Overtime Account for the Electric Department (\$34,568)
- e) Resolution 75-2019, appointing and reappointing members to various Boards and Commissions
- f) Resolution 76-2019, accepting the bid of Elliot Equipment Co. (pursuant to Sourcewell Cooperative Contract) for the purchase of a Freightliner M2 Chassis with NewWay Body for the Sanitation Department and authorizing the issuance of a Purchase Order (\$191,352.17)
- g) Resolution 77-2019, accepting the bid of Intelligent Lighting Creations for the purchase of Kirkwood Performing Arts Center Theatrical Luminaires and accessories and authorizing the issuance of a Purchase Order (\$248,550)
- h) Resolution 78-2019, accepting the proposal of O'Toole Design Associates for Kirkwood Performing Arts Center Signage/Graphic Design and authorizing and directing the Mayor to enter into a contract (not to exceed of \$21,800)



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**KIRKWOOD CITY COUNCIL
KIRKWOOD CITY HALL
MAY 2, 2019
7:00 p.m.**

Pursuant to notice of meeting duly given by the Mayor, the City Council convened on Thursday, May 2, 2019, 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 City Clerk Laurie Asche, and City Attorney John Hessel.

**INTRODUCTIONS AND RECOGNITIONS
NONE**

PRESENTATIONS

Kirkwood Human Rights Commission Member Bob Boyd presented the Kirkwood Human Rights Commission Awards for Excellence presented to Jennifer Sisul and Julie Cohen of Robinson Elementary School.

**PUBLIC HEARINGS
NONE**

PUBLIC COMMENTS

1. William Winter, 8 Finlay Rd., congratulated the winners of the Kirkwood Human Rights Commission Awards for Excellence. Stated that there will be a reception for the Meacham Park Neighborhood Improvement Association at their new location at the Mercy Center at Big Bend and Kirkwood Road on Sunday, May 5th from 4:00 p.m. to 6:00 p.m.

CONSENT AGENDA

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

- a) Approval of the April 18, 2019 City Council Meeting Minutes
- b) Resolution 65-2019, authorizing and directing the Mayor to enter into a Master Power Purchase & Sale Agreement with TransAlta to allow the City of Kirkwood to purchase power in the future
- c) Resolution 66-2019, appointing Stephen O'Brien to serve as Municipal Judge for a term of two years to June 2021
- d) Resolution 67-2019, accepting the bid of Raben Tire (pursuant to State of Missouri Cooperative Contract) for the purchase Bridgestone/Firestone Medium and Heavy Duty Truck Tires on an as needed basis for the Fleet Services

City of Kirkwood – Council Meeting Minutes

May 2, 2019



WHERE COMMUNITY AND SPIRIT MEET

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- e) Department and authorizing and directing the Mayor to enter into a contract (at the rates provided in the State of Missouri Contract)

UNFINISHED BUSINESS

Bill 10743, granting a Special Use Permit Amendment for a restaurant (Nathaniel Reid Bakery) on the property known as 11235, 11243 and 11245 Manchester Road subject to certain conditions, was brought before the council.

Roll Call:

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

The bill, having received majority approval of the council, was adopted and became Ordinance 10586.

Bill 10744, appropriating donations for the Urban Forestry Commission from Twenty-Five Gardeners of Kirkwood Club in the amount of \$350.00 from the Donation Account to the Urban Forestry Account, was brought before the council.

Roll Call:

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

The bill, having received majority approval of the council, was adopted and became Ordinance 10587.

Bill 10745, amending the Kirkwood Code of Ordinances, Chapter 14. "Motor Vehicles and Traffic", Article II. "Administration and Enforcement", Division 4. "Abandoned Vehicles", Section 14-117. "Abandoned Vehicles or Trailers Prohibited, was brought before the council.



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WHERE COMMUNITY AND SPIRIT MEET

Roll Call:

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

The bill, having received majority approval of the council, was adopted and became Ordinance 10588.

Bill 10746, amending the Kirkwood Code of Ordinances, Chapter 17. "Offenses, Miscellaneous", Article V. "Offenses Concerning Public Peace", by adding a new Section 17-81. "Obedience to Police Officers and Fire Department Officials", was brought before the council.

Roll Call:

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

The bill, having received majority approval of the council, was adopted and became Ordinance 10589.

Bill 10747, approving the Final Subdivision Plat of a two-lot subdivision known as Kirkwood U.C.C., a tract of land being adjusted Lot 1 of Kirkwood U.C.C. Boundary Adjustment Plat as recorded in Plat Book 355 Page 4 and being in part of the northwest quarter of Section 2, Township 44 North, Range 5 East, in the City of Kirkwood, St. Louis County, Missouri, was brought before the council.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"

City of Kirkwood – Council Meeting Minutes
May 2, 2019



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Council Member Zimmer	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"

The bill, having received majority approval of the council, was adopted and became Ordinance 10590.

NEW BUSINESS

Bill 10748, granting a Special Use Permit for a restaurant at 343 South Kirkwood Road subject to certain conditions, was brought before the council. Motion was made by Council Member Luetzow and seconded by Council Member Duwe to accept the bill for first reading approval.

The bill received first reading approval and was held over.

Bill 10749, amending the Kirkwood Code of Ordinances, Chapter 14, Article VIII. Section 14-393 "Schedule C: No Parking Zones" by adding no parking on the south side of Dougherty Ferry Road from Ballas Road eastwardly approximately 250 feet from the prolongation of the edge lines of Ballas Road and Dougherty Ferry Road, was brought before the council. Motion was made by Council Member Ward and seconded by Council Member Luetzow to accept the bill for first reading approval.

The bill received first reading approval and was held over.

Bill 10750, amending the Kirkwood Code of Ordinances, Chapter 13, Article III. "Licensing and Regulation of Certain Occupations", Division 1. "Massage Parlors and Establishments", was brought before the council. Motion was made by Council Member Ward and seconded by Council Member Edman to accept the bill for first reading approval. It was determined that the language in the proposed legislation was taken from the previous Code of Ordinances and has already been included in the new Code of Ordinances. Therefore, the proposed legislation is not needed.

The bill failed with a vote of 0-7.

Resolution 64-2019, approving the reappointments to the Board of Directors of the Manchester Lindbergh Southeast Community Improvement District, was brought before the council. Motion was made by Council Member Ward and seconded by Council Member Wurtz to accept the Resolution as read.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"

City of Kirkwood – Council Meeting Minutes

May 2, 2019



WHERE COMMUNITY AND SPIRIT MEET

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Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"

Resolution 68-2019, accepting the bid of Ford Asphalt Co., in the not to exceed amount of \$660,000 (which includes a contingency of \$60,000) for the 2019 Asphaltic Concrete Overlays and authorizing and directing the Mayor to enter into a contract, was brought before the council. Motion was made by Council Member Duwe and seconded by Council Member Edman to accept the Resolution as read.

Roll Call:

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

Resolution 69-2019, accepting the bid of T.G.B. in the not to exceed amount of \$569,541.50 (which includes a contingency of \$51,776.50) for the Parkwoods Avenue Water Main Replacement and authorizing and directing the Mayor to enter into a contract, was brought before the council. Motion was made by Council Member Edman and seconded by Council Member Zimmer to accept the Resolution as read.

Roll Call:

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

Resolution 70-2019, authorizing and directing the Mayor to enter into an amended five-year agreement with the City of Oakland for the City of Kirkwood to provide Police and Fire services, was brought before the council. Motion was made by Council Member Luetzow and seconded by Council Member Edman to accept the Resolution as read.



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Roll Call:

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

CONSENT AGENDA ITEMS FOR DISCUSSION NONE

CITY COUNCIL REPORTS

Mayor Griffin reported that the Community Day in the Park, which was rescheduled from April 27th, will be on Saturday, May 4th from 10:00 a.m. to 12:00 p.m. in Kirkwood Park at the Lion's Pavilion.

CHIEF ADMINISTRATIVE OFFICER REPORT NONE

CITY ATTORNEY REPORT

Mr. Hessel had nothing to report.

CITY CLERK REPORT

Ms. Asche read the report of the May 1, 2019 Planning and Zoning Commission meeting. The following action took place:

1. After a presentation on the final development plan for an eight-lot Community Unit Plan known as Emmerson Estates Subdivision at 2017 Lily Avenue and 2040 Boaz Avenue, the subcommittee scheduled a meeting for May 7 at 8 a.m.
2. Staff provided information on an amendment to the Zoning Code for medical marijuana facilities. The Commission will review the information and make a recommendation at the May 15 meeting.
3. Staff referenced the first quarter update of the Envision Kirkwood 2035 Comprehensive Plan which was provided in the packets.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 7:20 p.m. The next regular council meeting is scheduled for May 16, 2019, at 7:00 p.m.



WHERE COMMUNITY AND SPIRIT MEET™

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Laurie Asche, CMC/MRCC
City Clerk

Approved:

RESOLUTION 72-2019

A RESOLUTION TRANSFERRING FUNDS IN THE AMOUNT OF \$10,798 FROM THE OVERTIME ACCOUNT TO THE SALARY ACCOUNT FOR THE ELECTRIC DEPARTMENT.

WHEREAS, the Electric Department had two supervisory employees that were converted from hourly to salary, which has caused the Salary Account to exceed the budgeted amount, and

WHEREAS, funds in the amount of \$10,798 need to be transferred from Account #501-2110-480.11.05 (Overtime) to Account #501-2110-480.11.01 (Salary).

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

SECTION 1. Funds in the amount of \$10,798 are hereby transferred from Account #501-2110-480.11.05 (Overtime) to Account #501-2110-480.11.01 (Salary).

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

PASSED AND APPROVED THIS 16TH DAY OF MAY 2019.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 6/6/2019

Step #1:

Strategic Plan YES

Goal # & Title Goal #2 -Objective B: Initiative 4 - Create an environment to attr...

Background To Issue:

As per the McGrath Classification and Compensation Study adopted by council the Electric Department had two supervisory employees that were converted from hourly to salary. During the last quarter of the fiscal year the converted employees overtime reduced and salary compensation salary increased.

Recommendations and Action Requested:

Approval of a resolution to transfer \$10,798 from the administrative overtime account (501-2110-480-11-05) to the salary account (501-2110-480-11-01) to balance the administrative salary account.

Alternatives Available:

Account reconciliation is a regulatory requirement.

Cost: \$10,798.00 Account #: 50121104801104 Project #: Budgeted: YES

If YES, Budgeted Amount: \$17,962.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

The department recommends approval of the resolution. The funds are available and this transfer does not have a negative impact on the department's year-end margin.

BY: Mark Petty

Date: 5/7/2019

Authenticated: pettyma

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:


BY: David Weidler


Date: 5/7/2019

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**).

Transfer of Funds

From Account # or Fund Name: 501-2110-480-11-05 - Overtime

To Account # or Fund Name: 501-2110-480-11-01 - Salary

Finance Director's Comments:

BY: John Adams

Date: 5/7/2019

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: 5-9-19

RESOLUTION 73-2019

A RESOLUTION TRANSFERRING FUNDS IN THE AMOUNT OF \$9,312 FROM THE TRAINING ACCOUNT TO THE LEGAL ACCOUNT FOR LEGAL EXPENSES THE ELECTRIC DEPARTMENT.

WHEREAS, legal expenses for the Electric Department have exceeded the budgeted amount, and

WHEREAS, funds in the amount of \$9,312 need to be transferred from Account #501-2110-480.31.09 (Training) to Account #501-2110-480.32.01 (Legal).

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

SECTION 1. Funds in the amount of \$9,312 are hereby transferred from Account #501-2110-480.31.09 (Training) to Account #501-2110-480.32.01 (Legal).

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

PASSED AND APPROVED THIS 16TH DAY OF MAY 2019.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 6/6/2019

Step #1:

Strategic Plan YES

Goal # & Title Goal #2 -Objective B: Initiative 4 - Create an environment to attr...

Background To Issue:

The Electric Department incurred additional legal expenses associated with its IBEW negotiations.

Recommendations and Action Requested:

Approval of a resolution to transfer \$9,312 from the training account (501-2110-480-31-09) to the legal account (501-2110-480-32-01) to balance the account.

Alternatives Available:

Account reconciliation is a regulatory requirement.

Cost: \$9,312.00

Account #: 50121104803109

Project #:

Budgeted: YES

If YES, Budgeted Amount: \$53,388.00

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

Department Head Comments:

The department recommends approval of the resolution. The funds are available and this transfer does not have a negative impact on the department's year-end margin.

BY: Mark Petty

Date: 5/7/2019

Authenticated: pettyma

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:

BY: David Weidler

Date: 5/7/2019

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).

Transfer of Funds

From Account # or Fund Name: 501-2110-480-31-09- Training

To Account # or Fund Name: 501-2110-480-32-01 - legal

Finance Director's Comments:

BY: John Adams

Date: 5/7/2019

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: 5-9-19

RESOLUTION 74-2019

A RESOLUTION TRANSFERRING FUNDS IN THE AMOUNT OF \$34,568 FROM THE TREE TRIMMING ACCOUNT TO THE OVERTIME ACCOUNT FOR THE ELECTRIC DEPARTMENT.

WHEREAS, the Overtime Account has exceeded the budgeted amount, and

WHEREAS, funds in the amount of \$34,568 need to be transferred from Account #501-2111-480.42.03 (Tree Trimming) to Account #501-2111-480.11.05 (Overtime).

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

SECTION 1. Funds in the amount of \$34,568 are hereby transferred from Account #501-2111-480.42.03 (Tree Trimming) to Account #501-2111-480.11.05 (Overtime).

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

PASSED AND APPROVED THIS 16TH DAY OF MAY 2019.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 6/6/2019

Step #1:

Strategic Plan YES

Goal # & Title Goal #2 -Objective B: Initiative 4 - Create an environment to attr...

Background To Issue:

The standby provision of the newly adopted IBEW contract called for additional titles to receive standby pay for after-hours coverage for the departments locating and outage map functions. The standby compensation during the week was also increased. As a result, the Electric Distribution account incurred overtime expenditures that were above pre-contract values.

Recommendations and Action Requested:

Approval of a resolution to transfer \$34,568 from the tree trimming account (501-2111-480-42-03) to the overtime account (501-2111-480-11-05) to balance the administrative salary account.

Alternatives Available:

Account reconciliation is a regulatory requirement.

Cost: \$34,568.00 Account #: 50121114804203 Project #: Budgeted: YES

If YES, Budgeted Amount: \$93,219.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

The department recommends approval of the resolution. The funds are available and this transfer does not have a negative impact on the department's year-end margin.

BY: Mark Petty

Date: 5/7/2019

Authenticated: pettyma

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:

BY: David Weidler


Date: 5/7/2019

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**).

Transfer of Funds

From Account # or Fund Name: 501-2110-480-42-03 - Tree Trimming

To Account # or Fund Name: 501-2110-480-11-05 - Overtime

Finance Director's Comments:

BY: John Adams

Date: 5/7/2019

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: 5-9-19

RESOLUTION 75-2019

A RESOLUTION APPOINTING AND REAPPOINTING MEMBERS TO VARIOUS BOARDS AND COMMISSIONS.

WHEREAS, the City Council annually reviews reappointments and vacancies relating to Boards and Commissions, and

WHEREAS, the City Council has discussed the volunteer profiles that have been submitted by various citizens for consideration of vacancies and they discussed reappointments of individuals currently serving.

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

SECTION 1. The following appointments and reappointments are hereby accepted and approved:

Aquatic Advisory Council

Aaron Cole	Reappointed	June 2022
Diane Dooley	New Appointment	June 2022

Architectural Review Board

Don Anderson	Reappointed	June 2022
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Arts Commission

James Erwin	Reappointed	June 2022
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Board of Adjustment

Mark McLean	Reappointed	June 2024
Joe Roeser	Reappointed	June 2024

Finance Committee

Barbara Feiner	Reappointed	June 2022
Kathy Harris	Reappointed	June 2022
Kelly Mulholland	Reappointed	June 2022

Human Rights Commission

Robert Boyd	Reappointed	June 2022
Judy Moticka	Reappointed	June 2022
Paul Ward	New Appointment	June 2022

Landmarks Commission

Judith Brauer	Reappointed	June 2022
Robert Rubright	Reappointed	June 2022

Library Board

Ben Clark	New Appointment	June 2020
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Park Board

Matt Helbig	Reappointed	June 2022
Scott Stream	Reappointed	June 2022

Urban Forestry Commission

Carol Rush	Reappointed	June 2022
Barbara Sandhagen	Reappointed	June 2022
Joseph Day	Reappointed	June 2022
Michael Hankins	New Appointment	June 2022

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

PASSED AND APPROVED THIS 16TH DAY OF MAY 2019.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/16/2019

Step #1:

Strategic Plan NO

Goal # & Title

Background To Issue:

The City Council annually reviews reappointments and vacancies relating to Boards and Commissions.

Recommendations and Action Requested:

Approve a resolution appointing and reappointing members to Boards and Commissions.

Alternatives Available:

Cost: \$0.00

Account #: 000000

Project #:

Budgeted: YES

If YES, Budgeted Amount: \$0.00

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

Department Head Comments:

BY: Laurie Asche

Date: 5/9/2019

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:

5-9-19

CITY OF KIRKWOOD

Volunteer Profile

139 S. Kirkwood Road, Kirkwood, Missouri 63122

(314) 822-5802

Fax: (314) 822-5863

Website: www.kirkwoodmo.org

*The website address contains information on the various boards that may assist in making your decision.

PLEASE NOTE: The City Council is committed to Board and Commission Members being trained in the aspects of their responsibilities. If you are appointed to a Board or Commission you may be required to attend training sessions.

Supplying the following information will assist the Mayor and City Council in considering your interest in a City Board or Commission. (Forms remain on file with the City Clerk for two years). The information provided is considered public information. Submission of a completed form does not guarantee placement on a Board or Commission. You must reside in the City of Kirkwood to be considered for placement on a Board of Commission (*with exception for the Arts Commission per Ordinance 10571).

Personal/Home Information

Name: Diane Dooley

Date: 5-7-19

Address: 510 Kirkshire Dr. 63122

Employment Information:

Employer's Name: —

Address: —

Contact Information:

Day Phone: 314 821-7440 Evening Phone: cell 314 952-7440 Fax: —

Email: Kwood510@sbcglobal.net

Part I: Please indicate the areas in which you have an interest:

Write (1) for STRONG INTEREST or (2) for MODERATE INTEREST. Leave blank if limited or no interest.

<u>1</u>	Aquatic Advisory Council		Landmarks Commission
	Architectural Review Board		Library Board
	Board of Adjustment		Local Housing Authority
	Civil Service Commission		Farmers' Market Advisory Committee
	Finance Committee		Park Board
	Greentree Festival Committee		Civilian Pension Board
	Human Rights Commission*		Planning and Zoning Commission
	Industrial Development Authority		Urban Forestry Commission
	Arts Commission		Public Facilities Authority

Part II: Background Information: This section is designed to learn more information about you – your community interests and your educational and professional background. If you have a resume, please attach a copy to this form. Please note, some appointments must be filled by specific professionals (engineer, attorney, architect, etc.) This information is available through the City Clerk at 314-822-5802.

Education & Employment Information:

BS in Education - UMC

MA in Special Education UMSL

Previous Board and Commission Appointments:

Community Activities:

Girl Scouts leader 9 yrs. Volunteer Kirkwood Schools; Pioneer Boosters volunteer
Regularly attend Shrew Tree activities every year & other festivals, music affairs, etc.,

Other Information:

I have been a season pass holder since the day new pool opened. I swim daily; do river walk & water exercise multiple times a week.

Please return completed form to:

Laurie Asche, City Clerk

139 S. Kirkwood Road

Kirkwood, MO 63122

(314) 822-5802 Fax: (314) 822-5863

Revised: April 4, 2019

I have been a swim instructor - group & private swim team. I have brought ideas to Kyle which he has

CITY OF KIRKWOOD

Volunteer Profile

139 S. Kirkwood Road, Kirkwood, Missouri 63122

(314) 822-5802

Fax: (314) 822-5863

Website: www.kirkwoodmo.org

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Personal/Home Information

Name: Paul W. Ward

Date: 04/07/2019

Address: 310 New York St. Kirkwood, Mo.

Employment Information:

Employer's Name: Renewal By andersen

Address: 2447 Schutze Rd. St. Louis, Mo.

Contact Information:

Day Phone: 314 504-6705

Evening Phone: 314 504-6705

Fax:

Email: pww1kwd@gmail.com

Part I: Please indicate the areas in which you have an interest:

Write (1) for STRONG INTEREST or (2) for MODERATE INTEREST. Leave blank if limited or no interest.

<input type="checkbox"/>	Aquatic Advisory Council	<input type="checkbox"/>	Landmarks Commission
<input type="checkbox"/>	Architectural Review Board	<input type="checkbox"/>	Library Board
<input type="checkbox"/>	Board of Adjustment	<input type="checkbox"/>	Local Housing Authority
<input type="checkbox"/>	Civil Service Commission	<input type="checkbox"/>	Farmers' Market Advisory Committee
<input type="checkbox"/>	Finance Committee	<input type="checkbox"/>	Park Board
<input type="checkbox"/>	Greentree Festival Committee	<input type="checkbox"/>	Civilian Pension Board
<input checked="" type="checkbox"/>	Human Rights Commission*	<input type="checkbox"/>	Planning and Zoning Commission
<input type="checkbox"/>	Industrial Development Authority	<input type="checkbox"/>	Urban Forestry Commission
<input type="checkbox"/>	Arts Commission	<input type="checkbox"/>	Public Facilities Authority

Part II: Background Information: This section is designed to learn more information about you – your community interests and your educational and professional background. If you have a resume, please attach a copy to this form. Please note, some appointments must be filled by specific professionals (engineer, attorney, architect, etc.) This information is available through the City Clerk at 314-822-5802.

Education & Employment Information:

Previous Board and Commission Appointments:

P & Z, Tax Increment Financing, HRC

Community Activities:

YMCA Executive Board, Kirkwood Library Foundation, Kirkwood Downtown Development Committee

Other Information:

Please return completed form to:

Laurie Asche, City Clerk

139 S. Kirkwood Road

Kirkwood, MO 63122

(314) 822-5802 Fax: (314) 822-5863

Revised: April 4, 2019

CITY OF KIRKWOOD HUMAN RIGHTS COMMISSION

The Kirkwood Human Rights Commission is one of the most important volunteer opportunities anyone can offer the citizens of the city. Membership provides an opportunity to support and educate the community about the importance and value of diversity among us. Diversity manifests itself in all forms whether it is age, gender, sexual orientation, disability, racial or ethnic identity, religion, and other categories. It is the City's commitment that diversity should be embraced and not avoided.

The nine citizens who serve on this commission seek ways to create educational opportunities and provide an outlet for residents who are facing real or perceived injustices. The city has a long heritage of finding ways to encourage such concerns. The predecessor commission the Kirkwood Human Rights and Awareness Commission was created over 50 years ago. The city enacted a fair housing code as far back as 1963 to help insure fairness in seeking housing opportunities. The fact that such commissions exist today is a tribute to Kirkwood's commitment to human rights.

The following are examples of traits that assist a resident in serving comfortably and effectively as a commission member. The following are not requirements for appointment, but only issues offered for self-reflection. The City wants a committee member to be effective and know that their service is important to the city government and the community at large.

Examples of such traits:

- respect for all people
- a vision for a highly respectful and inclusive community
- a passion for justice
- a willingness to advocate change
- willingness to help those that perceive they are the victim of bias or discrimination
- an ability to listen attentively
- openness to creative solutions
- a confidence amid criticism
- a comfort with collaboration
- an appreciation for maintaining confidentialities

Please feel free to contact Russ Hawes, Kirkwood's Chief Administrative Office should you have any questions. Office telephone 314-822-5806, or hawesrb@kirkwoodmo.org.

Name: _____

E-mail Address: _____

**Briefly describe your interest in serving on the Human Rights Commission.
Which of the above traits can you bring to your work on the HRC?**

Additional Information

eSigned Via DocuSign Docs.com
Paul W Ward
Key: b88a84197d0d19d92de4f8cd0509472a

Signature

04/07/2019

Date

CITY OF KIRKWOOD

Volunteer Profile

139 S. Kirkwood Road, Kirkwood, Missouri 63122

(314) 822-5802

Fax: (314) 822-5863

Website: www.kirkwoodmo.org

*The website address contains information on the various boards that may assist in making your decision.

PLEASE NOTE: The City Council is committed to Board and Commission Members being trained in the aspects of their responsibilities. If you are appointed to a Board or Commission you may be required to attend training sessions.

Supplying the following information will assist the Mayor and City Council in considering your interest in a City Board or Commission. (Forms remain on file with the City Clerk for two years). The information provided is considered public information. Submission of a completed form does not guarantee placement on a Board or Commission. You must reside in the City of Kirkwood to be considered for placement on a Board of Commission.

Personal/Home Information

Date: 3/19/19

Name: Ben Clark

Address: 312 Weston Oaks 63122

Employment Information:

Employer's Name: Bryan Cave Leighton Paisner LLP Address: One Metropolitan Square 63102

Contact Information:

Day Phone: 314-259-2418

Evening Phone: Same

Fax: 314-259-2020

Email: ben.clark@brvancave.com

Part I: Please indicate the areas in which you have an interest:

Write (1) for STRONG INTEREST or (2) for MODERATE INTEREST. Leave blank if limited or no interest.

	Aquatic Advisory Committee		Landmarks Commission
	Architectural Review Board	1	Library Board
	Board of Adjustment		Local Housing Authority
	Civil Service Commission		Market Committee
	Finance Committee		Park Board
	Greentree Festival Committee		Pension Board
	Human Rights Commission*		Planning and Zoning Commission
	Industrial Development Authority		Urban Forestry Commission
	Kirkwood Arts Commission		Public Facilities Authority

Part II: Background Information: This section is designed to learn more information about you – your community interests and your educational and professional background. If you have a resume, please attach a copy to this form. Please note, some appointments must be filled by specific professionals (engineer, attorney, architect, etc.) This information is available through the City Clerk at 314-822-5802.

Education & Employment Information:

Duke University (BA '76); Univ. of Virginia Law (JD '80)

From 1980-Present, employed by law firms and as an Assistant U.S. Attorney for the Eastern District of Missouri.

Previous Board and Commission Appointments:

No appointed Kirkwood Board or Commission positions

Community Activities:

Kirkwood Board of Education; Youth Sports Coach; Speaker at American Legion and civic events; misc. others

Other Information:

Past and Present Board Service: Chair, Federal Practice Memorial Trust; Kirkwood Board of Education (Past President); St. Louis Bar Foundation;

Champ Clark Honeyhuck Restoration, Inc. (Past President); Governor's Council on Health and Physical Fitness; Matthews-Dekey Boys and Girls Club; KOHX Radio.

Please return completed form to: Betty Montano, City Clerk

139 S. Kirkwood Road

Kirkwood, MO 63122

(314) 822-5802 Fax: (314) 822-5863

USE BACK OF FORM TO PROVIDE ADDITIONAL INFORMATION

Revised: July 9, 2014

Ben Clark 3-19-19

CITY OF KIRKWOOD

Volunteer Profile

139 S. Kirkwood Road, Kirkwood, Missouri 63122

(314) 822-5802

Fax: (314) 822-5863

Website: www.kirkwoodmo.org

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PLEASE NOTE: The City Council is committed to Board and Commission Members being trained in the aspects of their responsibilities. If you are appointed to a Board or Commission you may be required to attend training sessions.

Supplying the following information will assist the Mayor and City Council in considering your interest in a City Board or Commission. (Forms remain on file with the City Clerk for two years). The information provided is considered public information. Submission of a completed form does not guarantee placement on a Board or Commission. You must reside in the City of Kirkwood to be considered for placement on a Board of Commission.

Personal/Home Information

Name: Michael Hankins

Date: 3/12/19

Address: 11406 Big Bend Rd., Kirkwood

Employment Information:

Employer's Name: MilliporeSigma

Address: 3050 Spruce St., St. Louis, 63103

Contact Information:

Day Phone: 314-520-7361

Evening Phone: 314-520-7361

Fax:

Email: mikehankins9@gmail.com

Part I: Please indicate the areas in which you have an interest:

Write (1) for STRONG INTEREST or (2) for MODERATE INTEREST. Leave blank if limited or no interest.

	Aquatic Advisory Committee		Landmarks Commission
	Architectural Review Board		Library Board
	Board of Adjustment		Local Housing Authority
	Civil Service Commission		Market Committee
	Finance Committee		Park Board
	Greentree Festival Committee		Pension Board
	Human Rights Commission*		Planning and Zoning Commission
	Industrial Development Authority	1	Urban Forestry Commission
	Kirkwood Arts Commission		Public Facilities Authority

Part II: Background Information: This section is designed to learn more information about you – your community interests and your educational and professional background. If you have a resume, please attach a copy to this form. Please note, some appointments must be filled by specific professionals (engineer, attorney, architect, etc.) This information is available through the City Clerk at 314-822-5802.

Education & Employment Information:

Education: B.S. Biology, Pittsburg State University; Masters Business Management, Fontbonne University

Employment: Sourcing Specialist, MilliporeSigma, Inc. (Merck KGaA)

Previous Board and Commission Appointments:

N/A

Community Activities:

Member St Peter Church, Kirkwood; Active volunteer with Spark (community outreach program sponsored by MilliporeSigma)

Other Information:

Thanks for considering my application for volunteering on the Urban Forestry Commission. I believe conserving and preserving Kirkwood's urban tree canopy is an important part of our citizenry.

Please return completed form to:

Betty Montaño, City Clerk

139 S. Kirkwood Road

Kirkwood, MO 63122

(314) 822-5802 Fax: (314) 822-5863

USE BACK OF FORM TO PROVIDE ADDITIONAL INFORMATION

Mike Hankins

11406 Big Bend Rd., Kirkwood, MO 63122

314.520.7361 mikehankins9@gmail.com

Customer-driven, quality-focused Supply Chain Professional

- Strongly committed procurement professional in world-wide supply chain network
- Focused on customer service and supplier relations
- Committed to process improvement savings, and simplifying processes
- SAP subject matter expert with implementation leadership experience
- Education background in both life sciences and business

Core Competencies

<i>SAP Subject Matter Expert</i>	<i>SAP trainer / implementation lead</i>	<i>Sales and Operations Planning</i>
<i>Process Improvement</i>	<i>Masters of Business Management</i>	<i>Procurement</i>
<i>Negotiator</i>	<i>Quality Control</i>	<i>Sales Forecasting</i>
<i>Biology / Chemistry</i>	<i>Lean Manufacturing</i>	<i>Safety - Ergonomics</i>

Professional Experience

Sourcing Specialist

2016-present

MilliporeSigma, St. Louis, MO

- Negotiate supplier quotations on 100s of chemicals for the life science industry
- Troubleshoot technical challenges with off-specification products; propose solutions to suppliers and customers
- Maintain strong vendor relationships
- Trainer for new employees
- Track vendor performance
- Support risk mitigation for strategic customers and products

Planning and Scheduling Specialist, Sr.

2005-2016

MilliporeSigma, St. Louis, MO

- Schedule 200 life science products in a large scale chemical production facility
- Publish production schedules, provide lead time / cost quotations, and plan inventory for over 1,000 SKUs
- Deliver lead time and cost quotations within 24 hours of request
- Plan raw material deliveries ; provide forecasts to key vendors
- Subject Matter Expert for SAP-APO
- SAP trainer for new employees
- Created and launched a Sales and Operations process for a \$60M product line, resulting in a 50% lead time reduction and \$2.5M in capital investment projects over the past three years – developed and maintain key metrics for the monthly meetings

- Promoted to senior role after 4 years of service

Quality Control Chemist

2000-2005

MilliporeSigma , St. Louis, MO

- Performed chemical assays in a cGMP environment
- Proficient in gas and liquid chromatography – generated, analyzed, and interpreted results on a wide range of Active Pharmaceutical Ingredients
- Published Standard Operating Procedures, product stability protocols, and conducted instrument/product validation studies
- Promoted from Chemist I after 3 years of service

Quality Control Chemist

1997-2000

Meril Ltd., St. Louis, Mo

- Conducted release testing at veterinarian pharmaceutical production facility

Corporate Training, Education, and Awards

- | | |
|---|-------------|
| • CPIM certification, American Production and Inventory Control Society | In progress |
| • Service Excellence, Merck KGaA European Quote Support | 2015 |
| • Ergonomics assessment training, HumanTech | 2015 |
| • Lean Leadership Certificate, St. Louis Community College | 2010 |
| • Masters of Business Management, Fontbonne University | 2003 |
| • Bachelor of Science in Biology, Pittsburg State University | 1992 |

RESOLUTION 76-2019

A RESOLUTION ACCEPTING THE BID OF ELLIOT EQUIPMENT CO. IN THE AMOUNT OF \$191,352.17 (PURSUANT TO SOURCEWELL COOPERATIVE CONTRACT) FOR THE PURCHASE OF A FREIGHTLINER M2 CHASSIS WITH NEWWAY BODY FOR THE SANITATION 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 Sourcewell Cooperative Contract, and

WHEREAS, staff recommends that the City purchase of a Freightliner M2 Chassis with NewWay Body for the Sanitation Department from Elliot Equipment Co. under Sourcewell Cooperative Contract #112014-NWY in the amount of \$191,352.17, and

WHEREAS, funds are available in Account #509-2315-482.75.06, Project #SA2003.

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 \$191,352.17 to Elliot Equipment Co. under Sourcewell Cooperative Contract #112014-NWY for the purchase of a Freightliner M2 Chassis with NewWay Body for the Sanitation Department.

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

PASSED AND APPROVED THIS 16TH DAY OF MAY 2019.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/16/2019

Step #1:

Strategic Plan YES

Goal # & Title

Background To Issue:

The Sanitation Division in conjunction with Fleet Services annually replaces sanitation vehicles based on criteria established by the Fleet Services Director. Based on this criteria vehicle no. 8930 is scheduled for replacement in the FY20 budget. This vehicle is a 25 yard rear loader that is used daily in the collection and disposal of yard waste and special pickups.

Recommendations and Action Requested:

It is recommended that the City Council accept the proposal from Elliott Equipment in the amount of \$191,352.17 for the purchase of a NewWay body and Freightliner chassis to replace sanitation vehicle 8930

Alternatives Available:

Cost: \$191,352.17 Account #: 50923154827506 Project #: SA2003 Budgeted: YES

If YES, Budgeted Amount: \$220,000.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

BY: Bill Bensing

Date: 5/8/2019

Authenticated: bensinwe

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:

BY: David Weidler

Date: 5/9/2019

Authenticated: weidledc

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



13168 Resolution Letter.pdf
Adobe Acrobat Document
163 KB

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: 5/9/2019

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: 5-9-19

May 9, 2019

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Freight Liner M2 Chassis with NewWay Body,
(25yd Rear Loader), Bid # 13168

<u>Vendor – Elliot Equipment Co.</u>	<u>Unit Price</u>
Freightliner M2 Chassis	\$ 92,620.00
NewWay Body	\$ 98,732.17

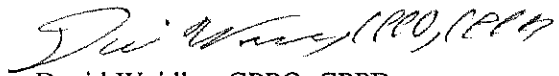
TOTAL COST	\$191,352.17
-------------------	---------------------

The City of Kirkwood may use cooperative contracts that are competitively bid. Sourcewell competitively bid this equipment and Elliot Equipment Co., was the lowest responsible and responsive bid. The Sourcewell contract number is 112014-NWY.

Funds are available in account number 509-2315-482.75-06, project number SA2003, in the amount of \$220,000.00.

Attached is a request from Bill Bensing, Director of Public Services, for a resolution authorizing a purchase order in the amount of \$191,352.17 to be issued to Elliot Equipment Co. for the purchase of a Freightliner M2 Chassis With NewWay Body for the Sanitation Department.

Respectfully,



David Weidler, CPPO, CPPB
Director of Procurement

RESOLUTION 77-2019

A RESOLUTION ACCEPTING THE BID OF INTELLIGENT LIGHTING CREATIONS IN THE NOT TO EXCEED AMOUNT OF \$248,550 FOR THE PURCHASE OF KIRKWOOD PERFORMING ARTS CENTER THEATRICAL LUMINAIRES AND ACCESSORIES AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, pursuant to law, the City obtained bids for the purchase of Kirkwood Performing Arts Center Theatrical Luminaires and Accessories, and

WHEREAS, the most responsible bid received was that of Intelligent Lighting Creations in the not to exceed amount of \$248,550 and which bid acceptance is approved by the Chief Administrative Officer and recommended by the Director of Procurement and the Director of Parks and Recreation, and

WHEREAS, funds are available in Account #302-2001-600.75.05, Project #PR1907.

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

SECTION 1. The bid of Intelligent Lighting Creations in the not to exceed amount of \$248,550 for the purchase of Kirkwood Performing Arts Center Theatrical Luminaires and Accessories is hereby accepted and approved.

SECTION 2. The Director of Procurement is hereby authorized and directed to issue a Purchase Order to Intelligent Lighting Creations in the not to exceed amount of \$248,550 for Kirkwood Performing Arts Center Theatrical Luminaires and Accessories.

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

PASSED AND APPROVED THIS 16TH DAY OF MAY 2019.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/16/2019

Step #1:

Strategic Plan YES

Goal # & Title #4 Nurture Downtown Kirkwood

Background To Issue:

The stage lighting instruments for the new Performing Arts Center are to be purchased separately from the construction contract. Bids were solicited and the lone bid returned was from Intelligent Lighting Creations. The bid covers the purchase of the necessary stage lighting implements and other equipment such as connecting cables, shutters and safety cables. Delivery and initial set up of the lighting equipment is also included. These items were included in the grant request to the Municipal Park Grant Commission.

Recommendations and Action Requested:

This is a request to enter into a contract with Intelligent Lighting Creations for a not to exceed amount of \$248,550.00 for stage lighting fixtures and equipment, to be charged to Account #302-2001-600-7505 (Machinery & Equipment) Project PR1907 (Theater Fixtures/Equipment).

Alternatives Available:

Costs could be reduced by \$10,000 by eliminating provision to provide initial setup process of lights, instead relying on user groups and staff to accomplish these tasks. Another \$19,600 could be cut by eliminating 25 LED par lights that have potential to be used both in the main theater and the eventual studio theater. These lights are not essential to the operation of the main theater but their versatility would allow them to be used in a variety of ways in the facility.

Cost: \$248,550.00 Account #: 30220016007505 Project #: PR1907 Budgeted: YES

If YES, Budgeted Amount: \$525,000.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

See attached memorandum.

BY: Murray Pounds

Date: 5/7/2019

Authenticated: poundsm

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



Stage Lighting Request.docx
Microsoft Word Document
137 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: 5/9/2019

Authenticated: weidledc

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



12969 Resolution Letter.pdf
Adobe Acrobat Document
219 KB



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: 5/9/2019

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:

5-9-19

From the desk of:
Murray Pounds, Director of Parks and Recreation
111 S. Geyer Road, Kirkwood, MO 63122
Phone: 314-822-5857 Fax: 314-984-5931
E-mail: poundsm@kirkwoodmo.org



Memo

To: Kirkwood City Council
From: Murray Pounds
CC: Russ Hawes, David Weidler, John Adams
Date: May 6, 2019
Re: Performing Arts Center Lighting Instruments

A key acquisition required for the equipping of the Performing Arts Center's main theater is the stage lighting instruments and necessary accoutrements. Because all of these items are moveable and do not necessarily need installation as fixed lighting does, the determination was made early on that these items would be purchased outside of the construction contract.

Bids for the lighting instruments and associated ancillary items were solicited based on specifications developed by the theater consultants, Schuler Shook. The bid package represents what is considered for the most part the minimum requirements for the PAC. Bids were sent to seven theater lighting supply houses approved as potential bidders by Schuler Shook. In what Schuler Shook said is a market saturated with bids, only one company returned a bid. That bid was submitted by Intelligent Lighting Creations, out of Arlington Heights, IL.

In order to ensure on time delivery and avoid future cost increases the request is being made to enter into a contract with ILC for these materials at this time, at a not to exceed cost of \$248,550.00. The contract includes the materials, shipping, and uncrating and initial set up of the light instruments at the PAC facility. The bid amount compares favorably with the budget estimate prepared by Schuler Shook of \$281,933. That budget amount is included in the overall projections for the project cost. It should also be noted that these items were included in the grant request for the Municipal Park Grant Commission of St. Louis County grant program.

Funding is available in Account 302-2001-600-7505, Project PR1907.

May 9, 2019

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: KPAC Theatrical Luminaires & Accessories, Bid # 12969.

Sealed bids were publicly opened on April 11, 2019.

The bid tabulation is as follows:

Vendor	Total Cost
Intelligent Lighting Creations	\$ 248,550.00

Invitation for Bid was also sent to Associated Theatrical Contractors, Bandit Lites, Cine Lighting Services, Grand Stage, StageLight, and Texas Scenic Company, unfortunately they did not submit a response.

The bid was provided to Murray Pounds, Director of Parks & Recreation, for evaluation.

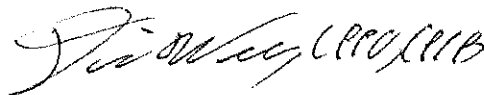
In order to ensure on time delivery and avoid future cost increases, it is recommended that the bid be awarded to Intelligent Lighting Creations, as their bid of \$248,550 is the lowest responsive and responsible bid.

The request is being made to provide a purchase order to Intelligent Lighting Creations for these materials. The order includes the materials, shipping, and uncrating and initial set up of the light instruments at the Kirkwood Performing Arts Center. The bid amount compares favorably with the budget estimate prepared by Schuler Shook of \$281,933 which is included in the overall projections for the project cost.

Funds are available in account number 302-2001-600-75.05, project number PR1907, in the amount of \$525,000.00.

Attached is a request from Murray Pounds, Director of Parks & Recreation, requesting a purchase order be issued to Intelligent Lighting Creations in the amount of \$248,550.00 for KPAC Theatrical Luminaires & Accessories

Respectfully,



David Weidler, CPPO, CPPB
Director of Procurement

RESOLUTION 78-2019

A RESOLUTION ACCEPTING THE PROPOSAL OF O'TOOLE DESIGN ASSOCIATES IN THE AMOUNT NOT TO EXCEED OF \$21,800 FOR KIRKWOOD PERFORMING ARTS CENTER SIGNAGE/GRAPHIC DESIGN AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, a Request for Proposals was developed and proposals were received for Kirkwood Performing Arts Center Signage/Graphic Design, and

WHEREAS, a Selection Committee consisting of the Director of Procurement, Chief Administrative Officer, Director of Parks and Recreation, Recreation Superintendent, and an Architectural Review Board Member reviewed the proposals, and

WHEREAS, the Selection Committee recommends O'Toole Design Associates as the most qualified to provide Kirkwood Performing Arts Center Signage/Graphic Design, and

WHEREAS, funds are available in Account #302-2001-600.73.03, Project #PR1911.

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

SECTION 1. The proposal of O'Toole Design Associates in the amount not to exceed of \$21,800 for Kirkwood Performing Arts Center Signage/Graphic Design is hereby accepted and approved.

SECTION 2. The Mayor is hereby authorized and directed to enter into a contract with O'Toole Design Associates in the amount not to exceed of \$21,800 for Kirkwood Performing Arts Center Signage/Graphic Design.

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

PASSED AND APPROVED THIS 16TH DAY OF MAY 2019.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/16/2019

Step #1:

Strategic Plan YES

Goal # & Title #4 Nurture Downtown Kirkwood

Background To Issue:

The current contract for the design of the Performing Arts Center does not include any provision for the development of the interior sign package or exterior building sign. A process to select a designer to develop the sign package, as well as a graphic design for the building was initiated. Following a selection it is being recommended that O'Toole Design Associates be hired for this task.

Recommendations and Action Requested:

This is a request to enter into a contract with O'Toole Design Associates to provide sign design and graphic development services for the Performing Arts Center at a not to exceed price of \$21,800.00, to be charged to Account 302-2001-600-7503 (Building & Site Improvements), Project PR1911 (PAC Construction).

Alternatives Available:

The design work could be assigned to Jacobs, however it is anticipated that the cost for these services would not be significantly lower, and could be higher. It is also possible that signs for the non-public areas of the building be done utilizing mass produced signs commonly available, but with any guarantee that the cost would be significantly less.

Cost: \$21,800.00

Account #: 30220016007503

Project #: PR1911

Budgeted: YES

If YES, Budgeted Amount: \$80,000.00

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

Department Head Comments:

See attached memo.

BY: Murray Pounds

Date: 5/7/2019

Authenticated: poundsm

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



O'Toole Design Request.docx
Microsoft Word Document
137 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: 5/9/2019

Authenticated: weidledc

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



13173 Resolution Letter.pdf
Adobe Acrobat Document
235 KB



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: 5/9/2019

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: 5-9-19

From the desk of:
Murray Pounds, Director of Parks and Recreation
111 S. Geyer Road, Kirkwood, MO 63122
Phone: 314-822-5857 Fax: 314-984-5931
E-mail: poundsm@kirkwoodmo.org



Memo

To: Kirkwood City Council
From: Murray Pounds
CC: David Weidler, John Adams Russ Hawes
Date: May 7, 2019
Re: Performing Arts Center Sign Design

One design element left out of the scope of work for Jacobs on the Performing Arts Center was the development of an interior sign package and graphic theme for the PAC. At the time it was left out this was seen as something of a cost deferment element, but also an opportunity to introduce new design ideas to the development of the PAC. Recognizing we are nearing a point where developing the sign package and a graphic theme is important, an RFP process was initiated to find a design team that could effectively handling the dual task of creating a sign system for the PAC as well as a graphic theme.

A total of five companies responded to the RFP. They included Kiku Obata, Jacobs, Bliss Collaborative, O'Toole Design Associates, and D/G Studios. Two of the companies, Jacobs and O'Toole Design Associates were selected for interviews. At the end of the interview process, O'Toole was selected as the top choice for the project. O'Toole is well known to the City, and Parks and Recreation staff in particular. O'Toole was the designer utilized to create the design for the Parks and Recreation Department office when it was redone back in 2003. While they have since relocated, at the time O'Toole had their offices in Kirkwood, so they are familiar with the Kirkwood "vibe."

Negotiations commenced with O'Toole to provide the design services for the project. O'Toole's proposed, not to exceed fee, for the following scope of services is \$21,800, including an allowance of \$750 for reimburseable expenses. This amount falls well within the amount allocated in the current project budget for signage and associated design services of \$80,000.00. The scope of work is as follows:

- Program/Image development and location plan
- Graphic design development
- Signage specification document

- Contract bidding period services
- Project management and construction administration

This recommendation is to enter into a contract with O'Toole Design Associates for the services listed above at a not to exceed cost of \$21,800.00. Costs should be charged to Account 302-2001-600-7303 (Buildings and Grounds) and Project PR1911 (PAC Construction).

May 9th, 2019

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Selection Committee's Recommendation for Kirkwood Performing Arts Center Signage / Graphic Design, RFQ #12935, RFP #13173.

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 Kirkwood Performing Arts Center Signage / Graphic Design.

A Request for Qualifications was sent to Alpha Graphics, ASI Signage Innovations, Bliss Collaborative, Color-Ad, Inc., Corbin Design, Custom Sign Co, Designery, D/G Studios, Engraphix, H3 Studio, Jacobs Engineering, Kiku Obata, L-H Signs, Mason Sign Co O'Toole Design Associates, Visual Ingenuity, Werremeyer, Zane Williams, and Ziglin Signs.

Qualifications were received from Bliss Collaborative, D/G Studios, Jacobs Engineering, Kiku Obata, O'Toole Design Associates, and Ziglin Signs.

A selection committee which consisted of David Weidler, Director of Procurement, Russell Hawes, Chief Administrative Officer, Murray Pounds, Director of Parks and Recreation, Kyle Henke, Recreation Superintendent, and Michael Chiodini, Architectural Review Board Member, reviewed the qualifications.

The following is an abbreviated scope of services requested:

- A. Development of graphic style(s) for all interior signs.
- B. Development of sign system(s), including style, materials, and locations for all identification, directional, informational, life safety and building code requirement purposes.
- C. Creation of biddable construction documents for all proposed sign systems.
- D. Assistance to City of evaluation of bids for installation.
- E. Construction Period Services to ensure compliance with bid documents.

The Selection Committee reviewed and evaluated the qualifications 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.

After review of qualifications the Selection Committee selected O'Toole Design Associates to provide a proposal based on a defined scope which was to include pricing.

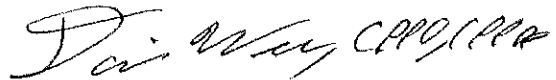
Request for Proposal 13173 for Kirkwood Performing Arts Center Signage / Graphic Design was issued to O'Toole Design Associates.

After review of the qualified firm's proposal to perform these types of services, the Selection Committee is recommending O'Toole Design Associates to complete Kirkwood Performing Arts Center Signage / Graphic Design based on the criteria listed above. This selected qualified firm will provide Kirkwood Performing Arts Center Signage / Graphic Design for the Parks and Recreation Department in the amount of not to exceed \$21,800.00.

Funding is available in account number 302-2001-600-7303, project number PR1911 in the amount of \$80,000.00.

Attached is a request from Murray Pounds, Director of Parks and Recreation, requesting a contract be issued to O'Toole Design Associates in the amount of not to exceed \$21,800.00 for Kirkwood Performing Arts Center Signage / Graphic Design.

Respectfully,

A handwritten signature in dark ink, appearing to read "David Weidler", followed by the printed text "CPPO, CPPB".

David Weidler, CPPO, CPPB
Director of Procurement

BILL 10748

ORDINANCE

AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A RESTAURANT AT 343 SOUTH KIRKWOOD ROAD SUBJECT TO CERTAIN CONDITIONS.

WHEREAS, Ken Moroney made application (PZ-23-19) for a Special Use Permit to operate a restaurant at 343 South Kirkwood Road, Suite 103; and

WHEREAS, the Planning and Zoning Commission did on the 20th day of March, 2019, 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 18th day of April, 2019, 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 is hereby granted for a restaurant on the property known as 343 South Kirkwood Road, Suite 103 subject to the following conditions:

1. The project shall be constructed and maintained in accordance with the floor plan stamped "Received March 8, 2019, City of Kirkwood Public Services Department".

SECTION 2. The approval of this special use permit 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 3. The premises and improvements as approved by this Special Use Permit shall be in good working order and maintained in good repair at all times.

SECTION 4. The applicant by accepting and acting under the Special Use Permit 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 5. The applicant and his 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 6. The applicant further agrees by accepting and acting under this Special Use Permit 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 for the construction approved by this ordinance within one year of the passage of this ordinance.

SECTION 8. This ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS day of _____, 2019.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Introduced:

1st Reading:

2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 4/18/2019

Step #1:

Strategic Plan NO

Goal # & Title

Background To Issue:

The applicant is requesting a Special Use Permit to operate a restaurant in the Pioneer Place development located at 343 S. Kirkwood, Suite 103. The space was most recently approved for an expansion of the adjacent restaurant in March of 2018. The adjacent restaurant never expanded and has since been replaced. A new and separate restaurant is now requesting the ability to operate in this same space. Additional information about the proposal and history of the location can be found in the attached Staff Memo.

Recommendations and Action Requested:

The Planning & Zoning Commission recommended approval unanimously at their meeting on March 20th. A public hearing is requested for the April 18th, 2019 City Council meeting. Following the public hearing, consideration by the City Council of the attached 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: 4/9/2019

Authenticated: raichejd

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



2019-04-18 PZ-23-19
Ordinance.doc
Microsoft Word 97 - 2003
Document
38.0 KB



2019-03-19 PZ-23-19
Memo.pdf
Adobe Acrobat Document
5.81 MB

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:

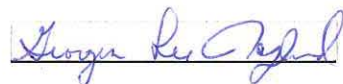
Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

☒ Approve

☐ Diasapprove

Chief Administrative Officer's Comments:

BY:



Date:

4/12/2019

MEMORANDUM

TO: PLANNING & ZONING COMMISSION
FROM: JONATHAN D. RAICHE, CITY PLANNER *JDR*
SUBJECT: PZ-23-19; 343 S. KIRKWOOD ROAD, SUITE 103 –
RUSH BOWLS (SUP – RESTAURANT)
DATE: MARCH 19, 2019
CC: BILL BENSING, PUBLIC SERVICES DIRECTOR



WHERE COMMUNITY AND SPIRIT MEET ®

PROJECT DESCRIPTION:

The new restaurant, Rush Bowls, is proposed for suite 103 in the Pioneer Place Development at 343 S. Kirkwood Road. This space is approximately 1,000 gross square feet with seating for approximately 12 patrons. The majority of their business is anticipated to be for carry-out orders. The applicant expects a maximum of 4 employees on a shift during peak hours and hours of operation are proposed as Monday – Friday, 7am – 8pm; Saturday 8am – 9pm; and Sunday 8am – 7pm. The applicant may choose to provide accessory outdoor seating subject to certain conditions included in the Zoning Code. If provided, this seating would be for no more than 12 customers and would need to provide adequate clearance for the adjacent pedestrian walkway.

In 1998, suite 103 was approved for a restaurant as part of the Blue Water Grill which occupied suites 101-103. In March of 2018, suite 103 was once again approved to host the expansion of the adjacent restaurant at that time (Sushi Bistro). Since the March 2018 approval, Sushi Bistro has been replaced by My Greek Kitchen, but neither restaurant ever expanded into suite 103. This proposal would result in two separate restaurants operating in the same three tenant spaces that have been previously approved for restaurants by the City.

DISCUSSION:

Zoning Matters signs were posted on the property on March 15, 2019. Section A-1000: Parking Regulations of the Zoning Code states that the change of use of any premises within the downtown area shall be exempt from additional parking and loading requirements. In addition to this exemption, Staff would like to draw attention to a couple pieces of information related to parking. In 2018, there was a 16 space parking lot that was constructed by the property owners and said parking lot is used by the larger Pioneer Place Development. These 16 parking spaces are additional to what was provided in 1998 when the property was approved for a restaurant, Blue Water Grill, to occupy all three tenant spaces. The newly adopted Downtown parking rates would require 10 spaces per 1,000 square feet of gross floor area. This would result in a requirement of 10 parking spaces which are off-set by the 16 spaces recently installed for the entire development.

RECOMMENDATION:

Staff recommends this petition be **approved** with the following conditions:

1. A Special Use Permit shall be granted to allow for the operation of a restaurant on the property known as 343 South Kirkwood Road, Suite 103.
2. The project shall be constructed and maintained in accordance with the floor plan stamped "Received March 8, 2019, City of Kirkwood Public Services Department".

Attachments:

Planning & Zoning Application

Applicant Cover Letter

Proposed Floor Plan (Received 3/8/2019)

CITY OF KIRKWOOD

APPLICATION FOR PLANNING AND ZONING COMMISSION ACTION

DATE: 3/8/19

CASE NUMBER: P2-23-19
 PROJECT ADDRESS: 343 S. KIRKWOOD RD
 ZONING DISTRICT: B2 LOT SIZE: _____
 LOCATOR NUMBER: _____

ACTION REQUESTED

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

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): KEN MORONEY Signature: K. Moroney Phone No.: 314 650 3028
 Mailing Address: 8 WILSON RIDGE CT City: CHESTERFIELD State: MO Zip: 63105
 E-mail Address: KEN.MORONEY@GMAIL.COM
 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: Jonathan Brown c/o Pioneer Place, LLC Name: _____
 Signature: Jonathan P. Brown Signature: _____
 Address: 20 Allen Ave. # 400 Address: _____
 City/State/Zip: Webster Groves, MO 63119 City/State/Zip: _____
 Phone: 314-968-0842 Phone: _____

FOR CITY USE ONLY

Date Received: 3/8/19 Total Received: \$ 1,000.00 Agenda Date: 3-20-19
☐ B-4/B-5 Development Plan (Preliminary): \$1,000 + _____ Acres @ \$100/Acre or portion over one acre) = \$ _____
☐ CUP, Preliminary (Multi Family): \$1,000 + _____ Dwelling units @ \$20/Each = \$ _____
☐ CUP, Preliminary (Detached Single Family): \$1,000 + _____ Lots @ \$500/Lot = \$ _____
☐ 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, 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-4 or B-5 Development Plan

Date Received: _____ Total Received: \$ _____ Agenda Date: _____
☐ B-4 and B-5 Development Plan (Final) or B4 Development Plan Amendment (when public hearing is not required): \$1,000
☐ B-5 Development Plan Amendment (when public hearing is not required): \$500
☐ CUP Amendment, Type A or Type C: Without public hearing \$500; With public hearing \$800
☐ CUP Type C (Final): \$500 + 1-1/4% of \$ _____ = \$ _____
☐ CUP Type A or C Time Extension on Final: \$300
☐ 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

To Whom It May Concern:

3/8/2019

Hi, my wife Kim and I are trying to bring a healthy eating option to the city of Kirkwood. Rush Bowls is a franchise that serves fresh fruit blended meal-in-a-bowl options to healthy minded consumers. The typical ordering experience (in and out) takes less than 3 minutes and our patrons generally eat on the go.

Franchise History

Rush Bowls was launched in 2004, when founder, Andrew Pudalov, decided to leave the hustle and bustle of New York's financial scene to pursue his dream of creating a healthy, fast-dining restaurant that fueled people's lives with honest ingredients and delicious recipes. As a result, Rush Bowls was born in Boulder, Colorado, offering meals crafted from the finest fruit, topped with granola & honey, and blended with protein, vitamins and other nutritious ingredients that taste delicious while promoting a healthy lifestyle.

Rush Bowls started franchising nationwide in 2016. <http://www.rushbowls.com>

What's a Rush Bowl?

A Rush Bowl starts out with the finest all-natural fruit blended extra thick and creamy, to which we add nutrients, protein, juice or milk and an assortment of decadent yet wholesome ingredients. We top things off with crumbles of crunchy granola & a drizzle of the most delicious honey you've ever tasted. It is a complete meal-in-a-bowl designed to satisfy your hunger and fuel your life ...whatever your RUSH might be!

Operations

We currently have a single store in Central West End. The operations for this Kirkwood location are expected to be comparable in all ways

- Opened late March 2018
- Current Staff: 1 Manager, 5 part time employees. We have expanded up to 10 employees at times depending on volume.
- Daily Staffing: We generally can meet our intended volume with 1-2 employee during our open hours. 1-2 additional staff might be brought on during peak hours (lunch / dinner).
- Current Hours: M-F 7am – 8pm, Sat 8am – 9pm, Sun 8am – 7pm
- Seating: We are a quick service restaurant. Most of our customers leave with their product for on-the-go eating. However, for those that wish to stay and eat, we have 2 window bench counters (8 seats total) and a single 32" bar table (4 seats total).
- Floor Space – 1000 sq. ft.
- We also deliver meals via delivery partners: Door Dash, Uber Eats, Postmates
- Outdoor seating: We have 2 small tables with 4 seats each. These outdoor seats are optional and are subject to local availability and codes.

Sincerely,


Ken Moroney

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 Rush Bowls to operate a restaurant at 343 South Kirkwood Road, Suite 103

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.

Page 1 of 1

Before the undersigned Notary Public personally appeared **Karie Clark** 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 **March 26, 2019** edition and ending with the **March 26, 2019** edition, for a total of 1 publications:

03/26/2019

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, April 18, 2019 to consider the following:

A request for a Special Use Permit for Rush Bowl to operate a restaurant at 343 South Kirkwood Road, Suite 103.

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.
11720324 County Mar. 26, 2019

Karie Clark

Karie Clark

Subscribed & sworn before me this 26th day of Mar, 2019
(SEAL)

Chanel Jones

Notary Public

CHANEL JONES
Notary Public - Notary Seal
State of Missouri
Commissioned for St Louis County
My Commission Expires: August 08, 2022
Commission Number: 14397721



AFFIDAVIT OF PUBLICATION

City of Kirkwood

Attn: 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

March 29, 2019


Advertising Consultant

1/32 pg - permit Rush Bowls



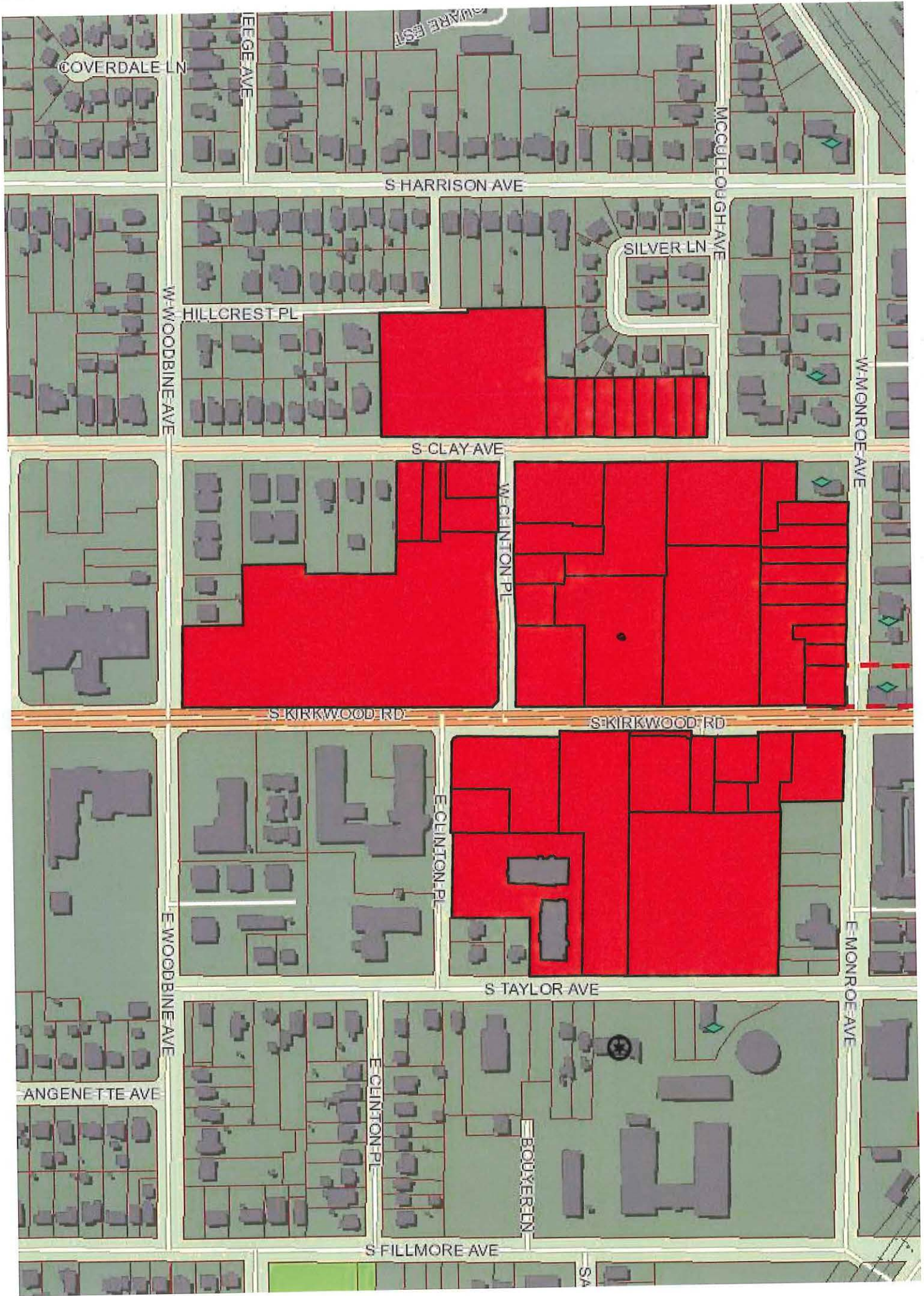
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PROPERTY OWNER
437 S CLAY AVE, UNIT 1
SAINT LOUIS, MO 63122

PROPERTY OWNER
117 E CLINTON PL, UNIT 1
SAINT LOUIS, MO 63122

PROPERTY OWNER
1216 PASEO JUANITA ST
SIERRA VISTA, AZ 85635

PROPERTY OWNER
117 E CLINTON PL, UNIT 3
SAINT LOUIS, MO 63122

PROPERTY OWNER
5513 CARIBBEAN PL
JONESBORO, AR 72404

PROPERTY OWNER
9942 WATSON RD
SAINT LOUIS, MO 63126

PROPERTY OWNER
417 S CLAY AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
132 E MONROE AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
6389 N QUAIL HOLLOW RD, STE 101
MEMPHIS, TN 38120

PROPERTY OWNER
117 E CLINTON PL, UNIT 7
SAINT LOUIS, MO 63122

PROPERTY OWNER
2201 3RD AVE, #1501
SEATTLE, WA 98121

PROPERTY OWNER
138 W CLINTON PL
SAINT LOUIS, MO 63122

PROPERTY OWNER
404 S CLAY AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
435 S CLAY AVE, UNIT 5
SAINT LOUIS, MO 63122

PROPERTY OWNER
338 S KIRKWOOD RD, #103
SAINT LOUIS, MO 63122

PROPERTY OWNER
P.O. BOX 220881
SAINT LOUIS, MO 63122

PROPERTY OWNER
435 S CLAY AVE, UNIT 3
SAINT LOUIS, MO 63122

PROPERTY OWNER
461 S CLAY AVE, UNIT D
SAINT LOUIS, MO 63122

PROPERTY OWNER
120 S CENTRAL AVE, STE 500
SAINT LOUIS, MO 63105

PROPERTY OWNER
1530 S 2ND ST
SAINT LOUIS, MO 63104

PROPERTY OWNER
350 S KIRKWOOD RD
SAINT LOUIS, MO 63122

PROPERTY OWNER
132 E MONROE AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
435 S CLAY AVE, UNIT 3
SAINT LOUIS, MO 63122

PROPERTY OWNER
1000 OAK GLEN CIR
BALLWIN, MO 63021

PROPERTY OWNER
1135 FRANCISCO ST, UNIT 8
SAN FRANCISCO, CA 94109

PROPERTY OWNER
27 SAPIINGTON VILLA CT
SAINT LOUIS, MO 63126

PROPERTY OWNER
433 S CLAY AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
430 W JEFFERSON AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
20 ALLEN AVE, STE 341
SAINT LOUIS, MO 63119

PROPERTY OWNER
123 W CLINTON PL, #2737
SAINT LOUIS, MO 63122

PROPERTY OWNER
20 ALLEN AVE, STE 400
SAINT LOUIS, MO 63119

PROPERTY OWNER
335 S KIRKWOOD RD
SAINT LOUIS, MO 63122

PROPERTY OWNER
10406 ARTHUR PL
SAINT LOUIS, MO 63131

PROPERTY OWNER
451 S CLAY AVE, UNIT A
SAINT LOUIS, MO 63122

PROPERTY OWNER
133 W CLINTON PL
SAINT LOUIS, MO 63122

PROPERTY OWNER
453 S CLAY AVE, UNIT A
SAINT LOUIS, MO 63122

PROPERTY OWNER
453 S CLAY AVE, UNIT B
SAINT LOUIS, MO 63122

PROPERTY OWNER
455 S CLAY AVE, UNIT A
SAINT LOUIS, MO 63122

PROPERTY OWNER
451 S CLAY AVE, UNIT B
SAINT LOUIS, MO 63122

PROPERTY OWNER
125 E CLINTON PL, UNIT 3C
SAINT LOUIS, MO 63122

PROPERTY OWNER
125 E CLINTON PL, UNIT 2D
SAINT LOUIS, MO 63122

PROPERTY OWNER
9942 WATSON RD
SAINT LOUIS, MO 63126

PROPERTY OWNER
441 S CLAY AVE, UNIT B
SAINT LOUIS, MO 63122

PROPERTY OWNER
2026 DOUGHERTY FERRY RD
SAINT LOUIS, MO 63122

PROPERTY OWNER
441 S CLAY AVE, UNIT D
SAINT LOUIS, MO 63122

PROPERTY OWNER
443 S CLAY AVE, UNIT A
SAINT LOUIS, MO 63122

PROPERTY OWNER
9395 SE 12TH ST
SUMMERFIELD, FL 34491

PROPERTY OWNER
1034 S BRENTWOOD BLVD #1492
SAINT LOUIS, MO 63117

PROPERTY OWNER
555 12TH ST, STE 1250
OAKLAND, CA 94607

PROPERTY OWNER
443 S CLAY AVE, UNIT C
SAINT LOUIS, MO 63122

PROPERTY OWNER
8767 D RD
WATERLOO, IL 62298

PROPERTY OWNER
459 S CLAY AVE, UNIT A
SAINT LOUIS, MO 63122

PROPERTY OWNER
364 N WOODLAWN AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
4922 BRUNSTON DR
SAINT LOUIS, MO 63129

PROPERTY OWNER
205 BEACON POINT LN
GROVER, MO 63040

PROPERTY OWNER
P.O. BOX 220526
SAINT LOUIS, MO 63122

PROPERTY OWNER
484 N TAYLOR ST
SAINT LOUIS, MO 63122

PROPERTY OWNER
419 S CLAY AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
437 S CLAY AVE, UNIT 2
SAINT LOUIS, MO 63122

PROPERTY OWNER
431 S CLAY AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
133 W CLINTON PL
SAINT LOUIS, MO 63122

PROPERTY OWNER
143 W CLINTON PL
SAINT LOUIS, MO 63122

PROPERTY OWNER
P.O. BOX 220399
SAINT LOUIS, MO 63122

PROPERTY OWNER
338 S KIRKWOOD RD, UNIT 105
SAINT LOUIS, MO 63122

PROPERTY OWNER
305 S KIRKWOOD RD
SAINT LOUIS, MO 63122

PROPERTY OWNER
309 S KIRKWOOD RD
SAINT LOUIS, MO 63122

PROPERTY OWNER
106 W MONROE AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
124 W MONROE AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
128 W MONROE AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
130 W MONROE AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
41 BOPP LN
SAINT LOUIS, MO 63132

PROPERTY OWNER
1490 SCHOETTLER RD
CHESTERFIELD, MO 63017

PROPERTY OWNER
427 S CLAY AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
455 S CLAY AVE, UNIT B
SAINT LOUIS, MO 63122

PROPERTY OWNER
457 S CLAY AVE, UNIT A
SAINT LOUIS, MO 63122

PROPERTY OWNER
338 S KIRKWOOD RD, UNIT 105/107
SAINT LOUIS, MO 63122

PROPERTY OWNER
435 S CLAY AVE, UNIT 6
SAINT LOUIS, MO 63122

PROPERTY OWNER
125 E CLINTON PL, UNIT 3A
SAINT LOUIS, MO 63122

PROPERTY OWNER
125 E CLINTON PL, UNIT 2B
SAINT LOUIS, MO 63122

PROPERTY OWNER
125 E CLINTON PL, UNIT 3B
SAINT LOUIS, MO 63122

PROPERTY OWNER
425 S CLAY AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
117 E CLINTON PL, UNIT 4
SAINT LOUIS, MO 63122

PROPERTY OWNER
418 S CLAY AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
117 E CLINTON PL, UNIT 5
SAINT LOUIS, MO 63122

PROPERTY OWNER
338 117 E CLINTON PL, UNIT 6
SAINT LOUIS, MO 63122

PROPERTY OWNER
429 S CLAY AVE, UNIT 1
SAINT LOUIS, MO 63122

PROPERTY OWNER
340 W JEFFERSON AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
412 S CLAY AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
125 E CLINTON PL, UNIT 1B
SAINT LOUIS, MO 63122

PROPERTY OWNER
125 E CLINTON PL, UNIT 1C
SAINT LOUIS, MO 63122

PROPERTY OWNER
459 S CLAY AVE, UNIT D
SAINT LOUIS, MO 63122

PROPERTY OWNER
461 S CLAY AVE, UNIT B
SAINT LOUIS, MO 63122

PROPERTY OWNER
120 S CENTRAL AVE, STE 250
SAINT LOUIS, MO 63105

338 4
PROPERTY OWNER
437 S CLAY AVE, UNIT 8
SAINT LOUIS, MO 63122

PROPERTY OWNER
715 HAVENWOOD CIRCLE DR
SAINT LOUIS, MO 63122

PROPERTY OWNER
1127 COUNTRY STONE DR
VALLEY PARK, MO 63088

PROPERTY OWNER
338 S KIRKWOOD RD, #101
SAINT LOUIS, MO 63122

PROPERTY OWNER
439 S CLAY AVE, UNIT 6
SAINT LOUIS, MO 63122

PROPERTY OWNER
9942 WATSON RD
SAINT LOUIS, MO 63126

PROPERTY OWNER
5412 LANGSWORTH DR
SAINT LOUIS, MO 63129

PROPERTY OWNER
2912 GREENLEAF DR
SAINT CHARLES, MO 63303

PROPERTY OWNER
806 ST ALBANS DR
FARMINGTON, MO 63640

318 6
PROPERTY OWNER
421 S CLAY AVE
SAINT LOUIS, MO 63122

PROPERTY OWNER
457 S CLAY AVE, UNIT B
SAINT LOUIS, MO 63122

PROPERTY OWNER
602 E DANIEL ST
ALBANY, MO 64402

PROPERTY OWNER
968 W HIGHWAY C
CHARLESTON, MO 63834

PROPERTY OWNER
950 HWY 98 E 7122
DESTIN, FL 32541

PROPERTY OWNER
433 S CLAY AVE, UNIT 5
SAINT LOUIS, MO 63122

PROPERTY OWNER
433 S CLAY AVE, UNIT 2
SAINT LOUIS, MO 63122

PROPERTY OWNER
433 S CLAY AVE, UNIT 3
SAINT LOUIS, MO 63122

PROPERTY OWNER
433 S CLAY AVE, UNIT 4
SAINT LOUIS, MO 63122

334 4
PROPERTY OWNER
437 S CLAY AVE, UNIT 3
SAINT LOUIS, MO 63122

PROPERTY OWNER
437 S CLAY AVE, UNIT 4
SAINT LOUIS, MO 63122



WHERE COMMUNITY AND SPIRIT MEET

March 21, 2019

Russell B. Hawes
Chief Administrative Officer

At the March 20, 2019, meeting of the Planning and Zoning Commission, the following action was taken:

1. After a presentation to subdivide the Kirkwood United Church of Christ property at 1525 and 1603 Dougherty Ferry Road into two lots, the Commission recommended approval.
2. After a presentation for Rush Bows to operate a restaurant in Suite 103 of 343 South Kirkwood Road, the Commission recommended approval.
3. Staff provided updates on development projects recently reviewed by the City Council.
4. Staff provided an update on the upcoming Comprehensive Zoning & Subdivision Code Review project. A Subcommittee consisting of Commissioners Drewel, Mallinckrodt, and Eagleton was appointed to serve on the Steering Committee.
5. Staff provided information to the Commission on the various application processes that involve review by the Commission.

The next meeting will be held on April 3, 2019, at 7 p.m.

Respectfully submitted,

Allen Klippel, Chair
Planning and Zoning Commission

MEMORANDUM

PZ-23-19

TO: PLANNING & ZONING COMMISSION
FROM: JONATHAN D. RAICHE, CITY PLANNER *JDR*
SUBJECT: PZ-23-19; 343 S. KIRKWOOD ROAD, SUITE 103 –
RUSH BOWLS (SUP – RESTAURANT)
DATE: MARCH 19, 2019
CC: BILL BENSING, PUBLIC SERVICES DIRECTOR



WHERE COMMUNITY AND SPIRIT MEET®

PROJECT DESCRIPTION:

The new restaurant, Rush Bowls, is proposed for suite 103 in the Pioneer Place Development at 343 S. Kirkwood Road. This space is approximately 1,000 gross square feet with seating for approximately 12 patrons. The majority of their business is anticipated to be for carry-out orders. The applicant expects a maximum of 4 employees on a shift during peak hours and hours of operation are proposed as Monday – Friday, 7am – 8pm; Saturday 8am – 9pm; and Sunday 8am – 7pm. The applicant may choose to provide accessory outdoor seating subject to certain conditions included in the Zoning Code. If provided, this seating would be for no more than 12 customers and would need to provide adequate clearance for the adjacent pedestrian walkway.

In 1998, suite 103 was approved for a restaurant as part of the Blue Water Grill which occupied suites 101-103. In March of 2018, suite 103 was once again approved to host the expansion of the adjacent restaurant at that time (Sushi Bistro). Since the March 2018 approval, Sushi Bistro has been replaced by My Greek Kitchen, but neither restaurant ever expanded into suite 103. This proposal would result in two separate restaurants operating in the same three tenant spaces that have been previously approved for restaurants by the City.

DISCUSSION:

Zoning Matters signs were posted on the property on March 15, 2019. Section A-1000: Parking Regulations of the Zoning Code states that the change of use of any premises within the downtown area shall be exempt from additional parking and loading requirements. In addition to this exemption, Staff would like to draw attention to a couple pieces of information related to parking. In 2018, there was a 16 space parking lot that was constructed by the property owners and said parking lot is used by the larger Pioneer Place Development. These 16 parking spaces are additional to what was provided in 1998 when the property was approved for a restaurant, Blue Water Grill, to occupy all three tenant spaces. The newly adopted Downtown parking rates would require 10 spaces per 1,000 square feet of gross floor area. This would result in a requirement of 10 parking spaces which are off-set by the 16 spaces recently installed for the entire development.

RECOMMENDATION:

Staff recommends this petition be **approved** with the following conditions:

1. A Special Use Permit shall be granted to allow for the operation of a restaurant on the property known as 343 South Kirkwood Road, Suite 103.
2. The project shall be constructed and maintained in accordance with the floor plan stamped "Received March 8, 2019, City of Kirkwood Public Services Department".

BILL 10749

ORDINANCE

AN ORDINANCE AMENDING THE KIRKWOOD CODE OF ORDINANCES, CHAPTER 14, ARTICLE VIII. SECTION 14-393 "SCHEDULE C: NO PARKING ZONES" BY ADDING NO PARKING ON THE SOUTH SIDE OF DOUGHERTY FERRY ROAD FROM BALLAS ROAD EASTWARDLY APPROXIMATELY 250 FEET FROM THE PROLONGATION OF THE EDGE LINES OF BALLAS ROAD AND DOUGHERTY FERRY ROAD.

WHEREAS, in 2021 St. Louis County will resurface the Ballas Road pavement between Dougherty Ferry Road and Manchester Road, and

WHEREAS, as part of this project, St. Louis County is also planning to enhance the safety of the intersection by restriping the east leg of the intersection to include an exclusive left turn lane for westbound Dougherty Ferry Road to southbound Ballard Road, and

WHEREAS, to accommodate the proposed striping, the Streets and Codes Issue Team recommends that there should be no parking in the aforementioned area, and

WHEREAS, the Streets and Codes Issue Team recommends that the "No Parking Signs" be added on the south side of Dougherty Ferry Road from Ballas Road eastwardly approximately 250 feet from the prolongation of the edge lines of Ballas Road and Dougherty Ferry Road.

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

SECTION 1. The Kirkwood Code of Ordinances, Chapter 14, Article VIII. Section 14-393 (c) is hereby amended by adding the following:

Dougherty Ferry Road (south side) approximately 250 feet from the prolongation of the edge lines of Ballas Road and Dougherty Ferry Road.

SECTION 2. The Street Department is hereby directed to install and maintain "No Parking Signs" in the above location.

SECTION 3. 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:

Legislation Request

Ordinance

Place On The Agenda Of: 5/2/2019

Step #1:

Strategic Plan NO Goal # & Title To restrict parking near Dougherty Ferry and Ballas so St. Louis C...

Background To Issue:

In 2021, St. Louis County will resurface the Ballas Road pavement between Dougherty Ferry and Manchester Road. As part of this project, the County is also planning to enhance the safety of the intersection by restriping the east leg of the intersection to include an exclusive left turn lane for westbound Dougherty Ferry to southbound Ballas Road.

Recommendations and Action Requested:

To accommodate the proposed striping, parking would need to be PROHIBITED on the south side of Dougherty Ferry from Ballas Road eastwardly approximately 250 feet from the prolongation of the edge lines of Ballas Road and Dougherty Ferry.

This section of Dougherty Ferry shall be added to Ordinance #14.393.

Alternatives Available:

Cost: \$0.00 Account #: 0 Project #: 0 Budgeted: NO

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

Department Head Comments:

BY: Brian Murphy


Date: 4/16/2019

Authenticated: baldriga

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:

4-25-19

BILL 10751

ORDINANCE

AN ORDINANCE AMENDING THE KIRKWOOD CODE OF ORDINANCES, CHAPTER 23, ARTICLE III. "CITY ELECTRIC SYSTEM", DIVISION 2. "RATES, CHARGES & BILLING", SECTION 23-84 "RATES ESTABLISHED", BY REMOVING SUBPARAGRAPH (b) IN ITS ENTIRETY AND RENUMBERING THE REMAINING SUBPARAGRAPHS ACCORDINGLY.

WHEREAS, the City Council adopted the revised and amended Code of Ordinances on June 7, 2018, and

WHEREAS, during discussions during the review of the Code of Ordinances with General Code it was determined that fee structures should not be included in the Code of Ordinances but should be adopted by Resolution, and

WHEREAS, staff determined that the Electric Rates are currently located in both the Code of Ordinances as well as the Resolution, and

WHEREAS, it is recommended that the Electric Rates be removed from the Code of Ordinances and included within the Resolution to stay consistent with other fee structures.

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

SECTION 1. The Kirkwood Code of Ordinances, Chapter 23, Article III. "City Electric System", Division 2. "Rates, Charges & Billing", Section 23-84 "Rates Established" is hereby amended by removing Subsection (b) it in its entirety and renumbering the remaining subparagraphs accordingly.

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:

Legislation Request

Ordinance

Place On The Agenda Of: 5/16/2019

Step #1:

Strategic Plan NO

Goal # & Title

Background To Issue:

In 2018 a resolution was adopted to include all of the fee structures for the City of Kirkwood. It was determined that the Electric Rates are currently located in both the Code of Ordinances as well as the Resolution.

Recommendations and Action Requested:

Approve an Ordinance amending the Code of Ordinances to remove the Electric Rates from the Code.

Alternatives Available:

Cost: \$0.00

Account #: 00000

Project #:

Budgeted: YES

If YES, Budgeted Amount: \$0.00

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

Department Head Comments:

BY: Laurie Asche

Date: 5/6/2019

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:

5-9-19

BILL 10752

ORDINANCE

AN ORDINANCE AMENDING THE KIRKWOOD CODE OF ORDINANCES, CHAPTER 23, ARTICLE IV. "CITY WATER SYSTEM", DIVISION 2. "RATES, CHARGES & BILLING", BY REMOVING SECTION 23-142 "WATER RATES" IN ITS ENTIRETY AND RENUMBERING THE REMAINING SECTIONS ACCORDINGLY.

WHEREAS, the City Council adopted the revised and amended Code of Ordinances on June 7, 2018, and

WHEREAS, during discussions during the review of the Code of Ordinances with General Code it was determined that fee structures should not be included in the Code of Ordinances but should be adopted by Resolution, and

WHEREAS, staff determined that the Water Rates are currently located in both the Code of Ordinances as well as the Resolution, and

WHEREAS, it is recommended that the Water Rates be removed from the Code of Ordinances and included within the Resolution to stay consistent with other fee structures.

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

SECTION 1. The Kirkwood Code of Ordinances, Chapter 23, Article IV. "City Water System", Division 2. "Rates, Charges & Billing", is hereby amended by removing Section 23-142 "Water Rates" it in its entirety and renumbering the remaining sections accordingly.

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:

Legislation Request

Ordinance

Place On The Agenda Of: 5/16/2019

Step #1:

Strategic Plan NO

Goal # & Title

Background To Issue:

In 2018 a resolution was adopted to include all of the fee structures for the City of Kirkwood. It was determined that the Water Rates are currently located in both the Code of Ordinances as well as the Resolution.

Recommendations and Action Requested:

Approve an Ordinance amending the Code of Ordinances to remove the Water Rates from the Code.

Alternatives Available:

Cost: \$0.00

Account #: 00000

Project #:

Budgeted: YES

If YES, Budgeted Amount: \$0.00

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

Department Head Comments:

BY: Laurie Asche

Date: 5/6/2019

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:

5-9-19

BILL 10753

ORDINANCE

AN ORDINANCE REAPPROPRIATING \$2,523,794 TO THE BUILDING AND SITE IMPROVEMENTS ACCOUNT, PROJECT #PF1911, FROM FISCAL YEAR 2018/2019 TO FISCAL YEAR 2019/2020 FOR THE PERFORMING ARTS CENTER CONSTRUCTION.

WHEREAS, in calculating the re-appropriation of funds for the construction of the Performing Arts Center staff failed to include amounts for the project which were already committed contractually for construction costs, and

WHEREAS, staff recommends that \$2,523,794 be reappropriated to Account #302-2001-600.75.03 (Building & Site Improvements), Project #PR1911 for fiscal year 2019/2020.

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

SECTION 1. Funds in the amount of \$2,523,794 are hereby reappropriated to Account #302-2001-600.75.03 (Building & Site Improvements), Project #PR1911 for fiscal year 2019/2020.

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:

Legislation Request

Ordinance

Place On The Agenda Of: 5/16/2019

Step #1:

Strategic Plan YES

Goal # & Title #4 Nurture Downtown Kirkwood

Background To Issue:

In calculating the re-appropriation of funds for the construction of the Performing Arts Center staff failed to include amounts for the project which were already committed contractually for construction costs on the part of BSI Contractors. This request would correct that situation.

Recommendations and Action Requested:

This request is to re-appropriate \$2,512,794 to Account #302-2001-600-7503 (Building & site Improvements) and Project PF1911 (PAC Construction).

Alternatives Available:

Cost: \$2,523,794.00 Account #: 30220016007503 Project #: PR1911 Budgeted: NO

If YES, Budgeted Amount:

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

Department Head Comments:

In calculating the total amount for the end of year re-appropriation of funds for the construction of the Performing Arts Center, the amount of funds already encumbered and approved by Council for construction activities by BSI Constructors for the PAC were inadvertently left out of the total amount re-appropriated. This legislation request would correct that shortcoming and restore the funding available for construction to the original amount of \$24,090,269.00.

BY: Murray Pounds

Date: 5/6/2019

Authenticated: poundsm

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

 File Attachment

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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**).

Appropriation

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

BY: John Adams

Date: 5/6/2019

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:

5-9-19

BILL 10754

ORDINANCE

AN ORDINANCE APPROPRIATING \$11,668 FROM THE GENERAL FUND FUND BALANCE TO ACCOUNT #101-1201-421.32.01 FOR LEGAL EXPENSES FOR THE POLICE DEPARTMENT.

WHEREAS, legal expenses for the Police Department exceeded the budgeted amount, and

WHEREAS, funds in the amount of \$11,668 needs to be appropriated from the General Fund Fund Balance to Account #101-1201-421.32.01.

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

SECTION 1. Funds in the amount of \$11,668 are hereby appropriated from the General Fund Fund Balance to Account #101-1201-421.32.01.

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:

Legislation Request

Ordinance

Place On The Agenda Of: 5/16/2019

Step #1:

Strategic Plan Select... Goal # & Title

Background To Issue:

Staff budgets for what we believe will be expected expenses, not best or worst case scenarios. Budgets are set several months prior to the beginning of the fiscal year. Legal expenses in the police department in FY2019 exceeded what was budgeted and now an appropriation is needed.

Recommendations and Action Requested:

Recommend appropriating \$11,668 from the General Fund fund balance to 101-1201-421.32-01.

Alternatives Available:

Cost: \$11,668.00 Account #: 10112014213201 Project #: Budgeted: NO

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

Department Head Comments:

Additional legal expenses were incurred this year as we negotiated for the first time a bargaining agreement with sergeants and one with police officers. Consultations were also increased due to efforts to become CALEA certified.

BY: Georgia Ragland

Date: 5/6/2019

Authenticated: raglangl

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**).

Appropriation

From Account # or Fund Name: General Fund fund balance

To Account # or Fund Name: 10112014213201

Finance Director's Comments:

BY: John Adams

Date: 5/6/2019

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:

5-9-19

BILL 10755

ORDINANCE

AN ORDINANCE APPROPRIATING \$63,268 FROM THE GENERAL FUND FUND BALANCE TO ACCOUNT #101-1102-412.32.01 FOR LEGAL EXPENSES FOR THE ADMINISTRATION DEPARTMENT.

WHEREAS, legal expenses for the Administration Department exceeded the budgeted amount, and

WHEREAS, funds in the amount of \$63,268 needs to be appropriated from the General Fund Fund Balance to Account #101-1102-412.32.01.

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

SECTION 1. Funds in the amount of \$63,268 are hereby appropriated from the General Fund Fund Balance to Account #101-1102-412.32.01.

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:

Legislation Request

Ordinance

Place On The Agenda Of: 5/16/2019

Step #1:

Strategic Plan Select... Goal # & Title

Background To Issue:

Budgets are created several months prior to the beginning of a fiscal year. Staff budgets for what we reasonably expect for expenditures, not for a best or worst case scenario. In FY2019 legal expenses exceeded the amount which was budgeted. Invoices for expenses through March, 2019 were received in April. Funds now need to be appropriated to cover expenses in line items where the overage exceeds the ability for staff to make budget transfers.

Recommendations and Action Requested:

Appropriate \$63,268 from the General Fund fund balance to expenditure account 101-1102-412.32-01 for fiscal year 2019.

Alternatives Available:

Cost: \$63,268.00 Account #: 10111024123201 Project #: Budgeted: NO

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

Department Head Comments:

Specific reasons for legal services that exceeded the budget have been covered by legal counsel in closed session.

BY: Georgia Ragland


Date: 5/6/2019

Authenticated: raglangl

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

 File Attachment

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 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**).

Appropriation

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

BY: John Adams

Date: 5/6/2019

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:

5-9-19

BILL 10756

ORDINANCE

AN ORDINANCE APPROPRIATING \$39,135 FROM THE MEDICAL FUND FUND BALANCE TO ACCOUNT #602-3112-442.31.10 FOR MEDICAL CLAIMS.

WHEREAS, medical claims exceeded the budgeted amount, and

WHEREAS, funds in the amount of \$39,135 needs to be appropriated from the Medical Fund Fund Balance to Account #602-3112-442.31.10.

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

SECTION 1. Funds in the amount of \$39,135 are hereby appropriated from the Medical Fund Fund Balance to Account #602-3112-442.31.10.

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:

Legislation Request

Ordinance

Place On The Agenda Of: 5/16/2019

Step #1:

Strategic Plan Select... Goal # & Title

Background To Issue:

The City utilizes a minimum premium arrangement for health insurance for employees. With the help of Gallagher Benefit Services premiums are set for the two plans that were available to employees in FY2019 at a level that is expected to cover claims and administration of the plans. With a minimum premium arrangement, if the premiums more than cover claims and expenses then the City benefits rather than the insurance company. When claims exceed budgeted expenses then the City has funds in the Medical Fund set aside to cover them and also has stop loss insurance if they vastly exceed expectations.

Recommendations and Action Requested:

For FY2019 claims exceeded expected/budgeted expenses by \$39,135 and so funds need to be appropriated from the Medical Fund fund balance to account 602-3112-442.31-10.

Alternatives Available:

Cost: \$39,135.00 Account #: 60231124423110 Project #: Budgeted: NO

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

Department Head Comments:

BY: Georgia Ragland

Date: 5/6/2019

Authenticated: raglangl

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:

BY: David Weidler


Date: 5/6/2019

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**).

Appropriation

From Account # or Fund Name: Medical Fund fund balance

To Account # or Fund Name: 60231124423110

Finance Director's Comments:

BY: John Adams

Date: 5/6/2019

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: 5-9-19

BILL 10757

ORDINANCE

AN ORDINANCE APPROPRIATING \$215,241 FROM THE WORKERS' COMPENSATION FUND FUND BALANCE TO ACCOUNT #601-3110-441.21.02 FOR WORKERS' COMPENSATION CLAIMS.

WHEREAS, workers' compensation claims expenses have exceeded the budgeted amount, and

WHEREAS, funds in the amount of \$215,241 needs to be appropriated from the Workers' Compensation Fund Fund Balance to Account #601-3110-441.21.02.

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

SECTION 1. Funds in the amount of \$215,241 are hereby appropriated from the Workers' Compensation Fund Fund Balance to Account #601-3110-441.21.02.

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:

Legislation Request

Ordinance

Place On The Agenda Of: 5/16/2019

Step #1:

Strategic Plan Select... Goal # & Title

Background To Issue:

FY2019 had workers' compensation claims expenses that were much higher than normal. Although the number of claims were about the same as the year before, the severity was much higher in that several claims required surgery. Since we budget for what we might reasonably expect in terms of claims expense rather than the best or worst case scenarios, the expenditures in the claims expense line item significantly exceeded the budgeted amount.

Recommendations and Action Requested:

Staff recommends appropriating \$215,241 from the Workers Compensation Fund fund balance to account 601-3110-441.21-02.

Alternatives Available:

Cost: \$215,241.00 Account #: 60131104412102 Project #: Budgeted: NO

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

Department Head Comments:

BY: Georgia Ragland

Date: 5/7/2019

Authenticated: raglangl

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**).

Appropriation

From Account # or Fund Name: Workers Compensation Fund fund balance

To Account # or Fund Name: 601-3110-441.21-02

Finance Director's Comments:

BY: John Adams

Date: 5/8/2019

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:

5-9-19

BILL 10758

ORDINANCE

AN ORDINANCE APPROPRIATING \$45,557 FROM THE CAPITAL FUND FUND BALANCE TO ACCOUNT #301-1704-600.75.03, PROJECT #FO2005 AND PROJECT #FO2006, AMENDING THE CONTRACT WITH JW FULLER CONSTRUCTION, LLC, IN THE AMOUNT OF \$45,557 FOR CITY HALL CUPOLA CARPENTRY REPAIR SERVICES AND GAZEBO CARPENTRY REPAIR SERVICES AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AMENDED CONTRACT.

WHEREAS, the City Hall Cupola and the Gazebo located on East Argonne Avenue across from the Farmers' Market are in need of carpentry repair services due to the deterioration of the existing materials, and

WHEREAS, proposals for the work required was received from JW Fuller Construction, LLC, who is under contract with the City for providing Carpentry Services and Repair, and

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

WHEREAS, the Selection Committee recommends JW Fuller Construction, LLC as the most qualified for City Hall Cupola Carpentry Services and Gazebo Carpentry Repair Services, and

WHEREAS, funds in the amount of \$45,557 need to be appropriated from the Capital Fund Fund Balance to Account #301-1704-600.75.03 as follows:

<u>Project #</u>	<u>Amount</u>
FO2005	\$30,760
FO2006	\$14,797

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

SECTION 1. Funds in the amount of \$45,557 are hereby appropriated the Capital Fund Fund Balance to Account #301-1704-600.75.03 as follows:

<u>Project #</u>	<u>Amount</u>
FO2005	\$30,760
FO2006	\$14,797

SECTION 2. The proposal of JW Fuller Construction, LLC in the amount of \$45,557 for City Hall Carpentry Repair Services and Gazebo Carpentry Repair Services is hereby accepted and approved.

SECTION 3. The Mayor is authorized and directed to enter into an amended contract with JW Fuller Construction, LLC in the amount of \$45,557 for City Hall Carpentry Repair Services and Gazebo Carpentry Repair Services.

SECTION 4. 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:

Legislation Request

Ordinance

Place On The Agenda Of: 5/16/2019

Step #1:

Strategic Plan NO

Goal # & Title

Background To Issue:

The City Hall Cupola and the Gazebo located on E. Argonne across from the Farmers Market are in need of carpentry repair services due to deterioration of the exiting materials. Proposals for the work required have been received from JW Fuller Construction, LLC, who is under contract with the City for providing carpentry services and repair.

Recommendations and Action Requested:

Appropriate the required funds of \$45,557.00 from the Capital Fund Fund Balance to account number 301-1704-600.75-03 Project Number FO2005 (\$30,760.00) and Project Number FO2006 (\$14,797.00) and award contract amendments in the amount of \$30,760.00 and \$14,797.00 for City Hall Cupola Carpentry Repairs and the Gazebo Carpentry Repairs respectively.

Alternatives Available:

Allow continued deterioration of the facilities.

Cost: \$45,557.00 Account #: 30117046007503 Project #: FO2005/6 Budgeted: NO

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

Department Head Comments:

BY: David Weidler

Date: 5/9/2019

Authenticated: weidledc

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:

BY: David Weidler

Date: 5/9/2019

Authenticated: weidledc

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



13174 & 13175 Resolution
Letter.pdf
Adobe Acrobat Document
209 KB

File Attachment

File Attachment

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

Appropriation

From Account # or Fund Name: Capital Fund Fund Balance, \$45,557

To Account # or Fund Name: 301-1704-600.75-03, FO2005 & FO2006

Finance Director's Comments:

BY: John Adams

Date: 5/9/2019

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: 5-9-18

May 9th, 2019

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Water Department Restroom Remodel, RFP # 13174 and 13175

The City Hall Cupola and the Gazebo located on E. Argonne Avenue across from the Farmers Market are in need of carpentry repair service due to the deterioration of the existing materials. Proposals for the work required have been received from JW Fuller Construction, LLC, who is under contract with the City for providing carpentry services and repair.

The City of Kirkwood competitively bid and awarded Carpentry Services and Repair to JW Fuller Construction, LLC. The current Renewal Agreement #12923 was issued for the term of October 21, 2018 through October 20, 2019.

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 company to perform City Hall Cupola Carpentry Repair Services and Gazebo Carpentry Repair Services.

A Selection Committee consisting of David Weidler, Director of Procurement, Trace Walls, Superintendent of Facilities Operations, and Sara Foan-Oliver, Assistant Director of Procurement reviewed the proposals.

The Selection Committee reviewed and evaluated the proposal response on:

- A. The specialized experience and technical competence of the company with respect to the type of services required;
- B. The capacity and capability of the company to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project;
- C. The past record of performance of the company with respect to such factors as control of costs, quality of work and ability to meet schedules;
- D. The company's proximity to and familiarity with the area in which the project is located.
- E. Proposed schedule of fees.

After review of the qualified company's proposal to perform these types of services, the Selection Committee is recommending JW Fuller Construction, LLC to perform the City Hall Cupola Carpentry Repair Services and Gazebo Carpentry Repair Services based on the criteria listed above.

This selected qualified company will provide City Hall Cupola Carpentry Repair Services and Gazebo Carpentry Repair Services in the amount \$30,760.00 and \$14,797.00 respectively.

Funds in the amount of \$45,557.00 are requested to be appropriated from the Capital Fun Fund Balance to account number 301-1704-600.75-03, Project Number FO2005 (\$30,760.00) and Project Number FO2006 (\$14,797.00).

Attached is a request from David Weidler, Director of Procurement, for the appropriation of funds in the amount of \$45,557.00 from the Capital Fun Fund Balance to account number 301-1704-600.75-03, Project Number FO2005 (\$30,760.00) and Project Number FO2006 (\$14,797.00) and the issuance of contract amendments to JW Fuller Construction, LLC in the amount of \$30,760.00 for the City Hall Cupola Carpentry Repair Services and \$14,797.00 for the Gazebo Carpentry Repair Services.

Respectfully,

A handwritten signature in dark ink, appearing to read "David Weidler CPPO, CPPB". The signature is fluid and cursive, with the initials "CPPO, CPPB" written in a more formal, blocky style at the end.

David Weidler, CPPO, CPPB
Director of Procurement

RESOLUTION 71-2019

A RESOLUTION AMENDING RESOLUTION 113-2018 BY REVISING THE FRAMEWORK PLAN PORTION OF THE DOWNTOWN MASTER PLAN AND PARKING STUDY FOR THE CITY OF KIRKWOOD.

WHEREAS, the City and the City's Industrial Development Authority engaged the consulting firm DPZ Partners LLC to conduct a Downtown Master Plan and Parking Study; and

WHEREAS, the Downtown Master Plan and Parking Study process included a multi-day intensive public workshop in October of 2017 and solicited further public comment thereafter; and

WHEREAS, the final proposed plan was presented by DPZ Partners LLC to the Planning & Zoning Commission, Industrial Development Authority and City Council on March 1, 2018; and

WHEREAS, the City Council held a work session regarding the Framework Plan portion of said Downtown Master Plan and Parking Study and provided Staff with desired revisions to the Framework Plan on May 17, 2018; and

WHEREAS, the Framework Plan was revised in accordance with the input from the City Council work session on May 17, 2018 and adopted via Resolution 113-2018; and

WHEREAS, the City Council held a work session on April 18, 2019 regarding the Framework Plan portion of said Downtown Master Plan and Parking Study and provided Staff with additional desired revisions to the Framework Plan regarding the Suggested and Mandatory Commercial areas; and

WHEREAS, the Framework Plan is herein revised in accordance with the input from the City Council work session on April 18, 2019 and the final version is attached hereto and noted as "Revised May 2019".

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

SECTION 1. That the City Council of the City of Kirkwood, Missouri, herein amends Resolution 113-2018 by amending the Framework Plan as attached hereto.

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

PASSED AND APPROVED THIS 16TH DAY OF MAY 2019.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/16/2019

Step #1:

Strategic Plan Select... Goal # & Title

Background To Issue:

At the work session on May 17, 2018, the City Council provided direction to Staff related to desired revisions of the Framework Plan. The plan was revised to reference "Suggested Commercial" and "Mandatory Commercial" rather than the previous "Suggested Retail" and "Mandatory Retail" designations. Additionally, the following areas were added as "Mandatory Commercial" areas: 1) the southwest corner of Monroe & Taylor connecting to Kirkwood Road, 2) the northeast corner of Monroe and Taylor, 3) the 100 West Block of Adams, and 4) the 100 West and 100 East Blocks of Jefferson.

Recommendations and Action Requested:

Staff is requesting the City Council's consideration of the prepared resolution and attached Revised Framework Plan dated "Revised June 2018".

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: 5/7/2019

Authenticated: raichejd

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



2019-05-16 Revised
Framework Plan CC
Resolution.doc
Microsoft Word 97 - 2003
Document
24.5 KB



Framework Plan City Council
Revisions May 2019.pdf
Adobe Acrobat Document
1.27 MB

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:

5-5-19

RESOLUTION 113-2018

A RESOLUTION OF SUPPORT FOR THE DOWNTOWN MASTER PLAN AND PARKING STUDY FOR THE CITY OF KIRKWOOD

WHEREAS, the City of Kirkwood is committed to retaining and enhancing the desirability and livability of its community, and created a vision of the community through the Planning & Zoning Commission's adoption of the EnVision Kirkwood 2035 Comprehensive Plan on September 6, 2017; and

WHEREAS, the EnVision Kirkwood 2035 Comprehensive Plan identified the need to further study Downtown Kirkwood; and

WHEREAS, the City and the City's Industrial Development Authority engaged the consulting firm DPZ Partners LLC to conduct a Downtown Master Plan and Parking Study; and

WHEREAS, the Downtown Master Plan and Parking Study process included a multi-day intensive public workshop in October of 2017 and solicited further public comment thereafter; and

WHEREAS, the final proposed plan was presented by DPZ Partners LLC to the Planning & Zoning Commission, Industrial Development Authority and City Council on March 1, 2018; and

WHEREAS, the City Council held a work session regarding the Framework Plan portion of said Downtown Master Plan and Parking Study and provided Staff with desired revisions to the Framework Plan on May 17, 2018; and

WHEREAS, the Framework Plan was revised in accordance with the input from the City Council work session on May 17, 2018 and the final version is attached hereto.

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

SECTION 1. That the City Council of the City of Kirkwood, Missouri, supports the Downtown Master Plan and Parking Study dated March 12, 2018 and the revised Framework Plan attached hereto.

PASSED AND APPROVED THIS 21ST DAY OF JUNE 2018.

Mayor, City of Kirkwood

ATTEST:

City Clerk

FRAMEWORK PLAN

FRAMING DEVELOPMENT

See also A-Grid and B-Grid diagram on page 127

