



SPECIAL ANNOUNCEMENT REGARDING CITY COUNCIL MEETINGS

Under Section 610.015 of the Mo. Sunshine Law provides that members of the City Council who are not physically in the Council Chambers can participate and vote on all matters when an emergency exists and the nature of the emergency is stated in the minutes.

The U.S., and the world, is in a state of emergency due to the Coronavirus—Covid-19. The Missouri Governor and the County Executive directed all citizens to limit meetings and gatherings to a few people to avoid the spread of the Coronavirus. Therefore, members of the City Council have elected to participate in this meeting electronically so that we are compliance with such Orders and for the public health and safety of each other and the general public.

To follow along with the City Council meeting please see instructions below. To make a comment during the public comment portion of the meeting please either click the hand icon via Zoom to “raise” your hand, or if you are dialing in from a phone you will “raise your hand” by dialing *9. Raised hands will be called on the order received.

You are invited to a Zoom webinar.

When: May 21, 2020 07:00 PM Central Time (US and Canada)

Topic: May 21, 2020 City Council Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82206520811>

Join by Telephone:

Dial US: +1 312 626 6799

Webinar ID: 822 0652 0811

This Webinar will also be live-streamed on the following platforms:

Facebook: www.Facebook.com/CityofKirkwoodMo

Twitter: www.Twitter.com/KirkwoodCity

YouTube: www.YouTube.com/KirkwoodCityMO

****SEE THE FOLLOWING PAGES FOR THE AGENDA**



**Kirkwood City Council
Agenda
Thursday, May 21, 2020, 7:00 p.m.
via Zoom Virtual Meeting
Posted on May 15, 2020**

- I. PLEDGE OF ALLEGIANCE**
- II. ROLL CALL**
- III. INTRODUCTIONS AND RECOGNITIONS - NONE**
- IV. PRESENTATIONS - NONE**
- V. PUBLIC HEARINGS - NONE**
- 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 7, 2020 Council Meeting Minutes

- VIII. UNFINISHED BUSINESS - NONE**

- IX. NEW BUSINESS**

1. Bill 10831, appropriating funds from the Equitable Sharing Fund Balance to the Machinery and Equipment Account for the purchase and installation of a Motorola SLR8000 backup transmitter from Wireless USA for the Police Department (\$7,270.57)
2. Bill 10832, appropriating funds from the Equitable Sharing Fund Balance to the Other Professional Services Account for the partial payment of body worn cameras for the Police Department (\$15,000)
3. Resolution 54-2020, requesting that the City of Kirkwood, and other municipalities within St. Louis County, receive an equitable distribution of the \$175 million in CARES Act funding from St. Louis County



4. Resolution 55-2020, amending the City of Kirkwood's Deferred Compensation Plan
5. Resolution 56-2020, authorizing the City to provide insurance coverage effective June 1, 2020 (\$602,640)
6. Resolution 57-2020, accepting the bid of Corrective Asphalt Materials for 2020 Emulsified Maltene Based Rejuvenator and authorizing and directing the Mayor to enter into a contract (amount not to exceed \$61,453.86)
7. Resolution 58-2020, accepting the bid of Ford Asphalt Co., Inc. for 2020 Asphaltic Concrete Overlays and authorizing and directing the Mayor to enter into a contract (\$370,000.50)
8. Resolution 59-2020, accepting the bid of Pace Construction for 2020 Ultra-Thin Bonded Asphaltic Wearing Surfaces and authorizing and directing the Mayor to enter into a contract (\$1,005,225)
9. Resolution 60-2020, waiving the Temporary Outdoor Promotional Variance Application procedure and giving the Chief Administrative Officer the authority to grant permission to have outdoor seating and merchandise sales on private property, including public sidewalks
10. Resolution 61-2020, granting the Chief Administrative Officer with the authority to close certain public roads and public parking lots for the use of outdoor seating and merchandise sales on such identified public roads and public parking lots
11. Resolution 62-2020, accepting the quote of Schweitzer Engineering Laboratories in c/o KD Johnson Inc. as a single source provider for substation relays for the Electric Department and authorizing and directing the Director of Procurement to issue a Purchase Order (\$43,653)

X. CONSENT AGENDA ITEMS FOR DISCUSSION (IF ANY)

XI. CITY COUNCIL REPORTS

XII. CHIEF ADMINISTRATIVE OFFICER REPORTS

1. Application for Temporary Outdoor Promotional Variance from Texas Roadhouse, 1220 S. Kirkwood Road, for temporary outdoor seating until the St. Louis County restrictions are lifted, or until September 30, 2020, whichever occurs first
2. Application for Temporary Outdoor Promotional Variance from 612 Kitchen & Cocktails, 612 W. Woodbine, for temporary outdoor seating until the St. Louis County restrictions are lifted, or until September 30, 2020, whichever occurs first

XIII. CITY ATTORNEY REPORTS

XIV. CITY CLERK REPORTS

XV. MEETING ADJOURNMENT

PLEASE NOTE: The next regular meeting of the Kirkwood City Council will take place at **7:00 p.m. on June 4, 2020.**



UPCOMING PUBLIC HEARINGS

NONE

CONTINUED ITEMS

NONE

TABLED ITEMS

NONE

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.

THE CONSENT AGENDA IS ATTACHED

a) Approval of the May 7, 2020 Council Meeting Minutes



WHERE COMMUNITY AND SPIRIT MEET

DRAFT

Kirkwood City Council via Zoom Virtual Meeting Thursday, May 7, 2020, 7:00 p.m.

Pursuant to notice of meeting duly given by the Mayor, the City Council convened on Thursday, May 7, 2020, at 7:00 p.m. via Zoom Virtual Meeting. Present were Mayor Griffin, Council Members Duwe, Edman, Luetzow, Ward, Wurtz, and Zimmer. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer Georgia Ragland, City Clerk Laurie Asche, Public Information Officer Freddy Doss, City Planner Jonathan Raiche, City Engineer Chris Krueger, Director of Public Services Bill Bensing, and City Attorney John Hessel.

ANNOUNCEMENTS FROM CITY ATTORNEY

City Attorney John Hessel stated for the record that under Section 610.015 of the Mo. Sunshine Law provides that members of the City Council who are not physically in the Council Chambers can participate and vote on all matters when an emergency exists and the nature of the emergency is stated in the minutes.

So, let the minutes reflect that the U.S., and the world, is in a state of emergency due to the Coronavirus—Covid 19--. The Missouri Governor and the County Executive directed all citizens to limit meetings and gatherings to a few people to avoid the spread of the Coronavirus. Therefore, members of the City Council have elected to participate in this meeting electronically so that we are compliance with such Orders and for the public health and safety of each other and the general public.

INTRODUCTIONS AND RECOGNITIONS

NONE

PRESENTATIONS

Mayor Griffin presented a Public Works Week Proclamation.

PUBLIC HEARINGS

NONE

PUBLIC COMMENTS

NONE

CONSENT AGENDA

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

- a) Approval of the April 16, 2020 Council Meeting Minutes



WHERE COMMUNITY AND SPIRIT MEET*

DRAFT

- b) Resolution 53-2020, designating Council Member Nancy Luetzow to serve as Deputy Mayor until those elected in the 2020 General Election for Mayor and City Council are sworn in

UNFINISHED BUSINESS

Bill 10827, vacating a 15' wide right-of-way on a tract of land being part of Section A of Lockwood Gardens, recorded in Plat Book 28, Page 16, located in the City of Kirkwood, St. Louis County, Missouri, was brought before the council.

Roll Call:

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

The bill, having received majority approval of the council, was adopted and became Ordinance 10665.

Bill 10828, amending the Kirkwood Code of Ordinances, Chapter 17, Article V. "Offenses Concerning Public Peace", by adding a new Section 17-82 "Solicitations", was brought before the council.

Roll Call:

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

The bill, having received majority approval of the council, was adopted and became Ordinance 10666.

Bill 10829, authorizing and directing the Mayor to enter into a Cost Share Agreement with the Missouri Highways and Traffic Commission for roadway improvements on Manchester Road from Kirkwood Road to the west City of Kirkwood limits, was brought before the council. A discussion took place.



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Roll Call:

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

The bill, having received majority approval of the council, was adopted and became Ordinance 10667.

Bill 10830, vacating an 8' wide easement that exists on Lot 32 of Cranbrook Plat No. 1, recorded in Plat Book 47, Page 85, located in the City of Kirkwood, St. Louis County, Missouri, was brought before the council.

Roll Call:

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

The bill, having received majority approval of the council, was adopted and became Ordinance 10668.

NEW BUSINESS

Resolution 47-2020, amending and readopting the City of Kirkwood Fee Schedules, was brought before the council. Motion was made by Council Member Edman and seconded by Council Member Duwe to accept the Resolution as read.

Roll Call:

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



WHERE COMMUNITY AND SPIRIT MEET

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Council Member Luetzow "Yes"

Resolution 48-2020, accepting the proposal of CMT Consulting Engineers in the amount not to exceed \$59,930 for Department of Natural Resources Owner Supervised Program Assistance and authorizing and directing the Mayor to enter into a contract, was brought before the council. Motion was made by Council Member Luetzow and seconded by Council Member Ward to accept the Resolution as read. A discussion took place.

Roll Call:

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

Resolution 49-2020, accepting the bid of MityLite Inc. in the amount not to exceed of \$22,715 (which includes a contingency of \$2,000.58) for the purchase of folding chairs and tables for the Kirkwood Performing Arts Center and authorizing and directing the Director of Procurement to issue a Purchas Order, was brought before the council. Motion was made by Council Member Ward and seconded by Council Member Luetzow to accept the Resolution as read.

Roll Call:

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

Resolution 50-2020, accepting the bid of Color Art in the amount not to exceed of \$45,300 (which includes a contingency of \$2,000.74) for the purchase of lobby furniture for the Kirkwood Performing Arts Center and authorizing and directing the Director of Procurement to issue a Purchase Order, was brought before the council. Motion was made by Council Member Duwe and seconded by Council Member Ward to accept the Resolution as read.



WHERE COMMUNITY AND SPIRIT MEET

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Roll Call:

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

Resolution 51-2020, approving a 120 day extension to the approval of Ordinance 10646 for the Final Subdivision Plat of a three-lot subdivision known as Conley Estates, a tract of land being the western portion of Lot 21 of East Kirkwood and recorded in Plat Book 5, Page 32, and being in part of the Southwest Quarter of Section 6, Township 44 North, Range 6 East, in the City of Kirkwood, St. Louis County, Missouri, was brought before the council. Motion was made by Council Member Luetzow and seconded by Council Member Ward to accept the Resolution as read.

Roll Call:

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

Resolution 52-2020, approving a 90 day extension to the approval of Ordinance 10651 for the Final Subdivision Plat of an eight-lot subdivision on the properties known as 2017 Lily Avenue and 2040 Boaz Avenue in the City of Kirkwood, St. Louis County, Missouri, was brought before the council. Motion was made by Council Member Ward and seconded by Council Member Edman to accept the Resolution as read.

Roll Call:

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



WHERE COMMUNITY AND SPIRIT MEET*

DRAFT

CONSENT AGENDA ITEMS FOR DISCUSSION NONE

CITY COUNCIL REPORTS

Mayor Griffin reported the following:

- On Saturday, May 9th the Metro Mayors of St. Louis will sponsor a “Mayors for Meals” food drive at the Kirkwood Farmer’s Market from 9 a.m. to 3 p.m. The National Guard will have a truck there to help people with donations.
- The Economic Recovery Task Force will meet next week.
- The Shelter in Place Orders will be eased starting on May 18th with more information to come from the St. Louis County Executive. Many staff and council members have received phone calls from the public regarding the Shelter in Place Orders and Kirkwood’s response to the orders. The City of Kirkwood falls under the jurisdiction of the St. Louis County Executive Order and is legally obligated to follow the orders.

Council Member Luetzow reported that the State of Missouri legislators are putting together a bill for more funding for municipalities affected by the COVID-19 Pandemic. Asks if the council would be in favor of sending a letter to State Senators asking for funding for Kirkwood.

Council Member Edman reported that Amigo’s restaurant in Kirkwood has been sending their food truck to Meacham Park weekly for those who have signed up for free meals.

Council Member Ward is in favor of the proposed letter to State Senators by Council Member Luetzow. Is concerned that efforts for support are being focused solely on the Meacham Park neighborhood and efforts need to be made more centrally located.

Council Member Wurtz thanked City staff for putting bike safety information on the Kirkwood sites.

CHIEF ADMINISTRATIVE OFFICER REPORT

Mr. Hawes had nothing to report.

CITY ATTORNEY REPORT

Mr. Hessel had nothing to report

CITY CLERK REPORT

Ms. Asche had nothing to report.



WHERE COMMUNITY AND SPIRIT MEET

DRAFT

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 7:30 p.m. The next regular council meeting is scheduled for May 21, 2020 at 7:00 p.m.

Laurie Asche, CMC/MRCC
City Clerk

Approved:

BILL 10831

ORDINANCE

AN ORDINANCE APPROPRIATING \$7,270.57 FROM THE EQUITABLE SHARING FUND BALANCE TO THE MACHINERY AND EQUIPMENT ACCOUNT FOR THE PURCHASE AND INSTALLATION OF A MOTOROLA SLR8000 BACKUP TRANSMITTER FROM WIRELESS USA FOR THE POLICE DEPARTMENT.

WHEREAS, the Police Department transmits fire alerting tones as an integral part of the Fire and EMS dispatching function, and

WHEREAS, the Police Department requests the appropriation of funds for the purchase and installation of a Motorola SLR8000 backup transmitter from Wireless USA, and

WHEREAS, funds in the amount of \$7,270.57 needs to be appropriated from the Equitable Sharing Fund Balance to Account #205-1201-429.75.05 (Machinery and Equipment).

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

SECTION 1. Funds in the amount of \$7,270.57 are hereby appropriated from the Equitable Sharing Fund Balance to Account #205-1201-429.75.05 (Machinery and Equipment) for the purchase and installation of a Motorola SLR8000 Backup Transmitter from Wireless USA for the Police Department.

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: 5/21/2020

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The Police Department transmits Fire Alerting tones as an integral part of the Fire and EMS dispatching function, and the purchase of a backup transmitter will allow us to provide service with little or no interruption in the event of an equipment failure.

Recommendations and Action Requested:

The Police Department is requesting Council approve the appropriation of \$7,270.57 from Equitable Sharing, approval, and payment to Wireless USA for the purchase an installation of a Motorola SLR8000 backup transmitter to ensure the highest level of service continuity in Fire and EMS dispatching services. Wireless USA is the service provider for radio equipment on our site through St. Louis County Emergency Communication Commission, and the quoted price is St. Louis County's contract pricing.

Alternatives Available:

This is not a budgeted item.

Does this project have a public information component? Yes No

Cost: \$7,270.57 Account #: 20512014297505 Project #: Budgeted: NO

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

Department Head Comments:

BY: Brian Murphy

Date: 5/11/2020

Authenticated: folluojd

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



Copy of Proposal 050820
SLR8000 VHF Base Sta
REV1.xlsx
Microsoft Excel Worksheet
61.8 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: 5/13/2020

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: Equitable Sharing Fund Balance

To Account # or Fund Name: 20512014297505

Finance Director's Comments:

Equitable Fund fund balance is sufficient to appropriate \$7,271 to account 205-1201-429-75-05, Machinery and Equipment as requested above.

BY: Sandra Stephens

Date: 5/13/2020

Authenticated: stephesf

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 5-14-20



EQUIPMENT PROPOSAL		
FOR: KIRKWOOD POLICE DEPARTMENT		
131 W. MADISON AVE.		
KIRKWOOD, MO 63122		
CONTACT:	STEVE URBECK	PHONE: 314.822.5876
		E: urbecksr@kirkwoodmo.org

ITEM	QTY	MODEL NUMBER	DESCRIPTION	UNIT PRICE	TOTAL
1	1	T8319	MOTOROLA SLR8000 VHF BASE STATION. INCLUDES:	\$ 6,795.57	\$ 6,795.57
			1-100 WATT VHF UNIT, WIRELINE CONTROL, ANTENNA		\$ -
			RELAY, PROGRAMMING & DELIVERY.		\$ -
					\$ -
			INSTALLATION INCLUDES PARTS & LABOR TO		\$ -
			CONFIGURE CABLES FOR ON-SITE PLUG-AND-PLAY		\$ -
			IN EXISTING RACK.		\$ -
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REMARKS: MATCHES STL COUNTY CONTRACT PRICING. LIST PRICE: \$9,309.00	SUBTOTAL \$ 6,795.57 TAX EXEMPT INSTALLATION \$ 475.00 LICENSE \$ - TOTAL \$ 7,270.57
WARRANTY: 5 YEAR DELIVERY: 28-35 DAYS MAINTENANCE CONTRACT:	DOWN PAYMENT \$ - BALANCE \$ -

PREPARED BY: Jim Sheehan	PHONE: 314.615.3108	ACCEPTED BY:
DATE: 5.8.2020	FAX: 314.615.3031	DATE:

BILL 10832

ORDINANCE

AN ORDINANCE APPROPRIATING \$15,000 FROM THE EQUITABLE SHARING FUND BALANCE TO THE OTHER PROFESSIONAL SERVICES ACCOUNT FOR THE PARTIAL PAYMENT OF BODY WORN CAMERAS FOR THE POLICE DEPARTMENT.

WHEREAS, funds were used out of the Other Professional Services Account to pay for unplanned maintenance work to be conducted on the Police Department radio transmission tower due to a lightning strike, and

WHEREAS, payment for body worn cameras is paid out of the Other Professional Services Account, and due to the unplanned expenses out of the account the Police Department request funds be appropriated for partial payment of body worn cameras, and

WHEREAS, funds in the amount of \$15,000 needs to be appropriated from the Equitable Sharing Fund Balance to Account #205-1201-429.31.10 (Other Professional Services).

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

SECTION 1. Funds in the amount of \$15,000 are hereby appropriated from the Equitable Sharing Fund Balance to 205-1201-429.31.10 (Other Professional Services) for partial payment of body worn cameras for the Police Department.

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: 5/21/2020

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

A 2019 lightning strike caused unplanned maintenance work to be conducted on the PD radio transmission tower in 2020, to include installation of a new grounding system and line/antenna testing and potential replacement (ongoing work). These services have been funded via reprogrammed funds from a budgeted account (101-1201-421.31-10).

Recommendations and Action Requested:

After conferring with the Department of Justice, we are requesting that \$15,000 of equitable sharing funds be used to partially pay for Body Worn Camera expenses this fiscal year, to make up for the reprogrammed funds and allow the completion of all planned budgetary expenses. PD is requested the \$15,000 be approved by Council for payment to Axon.

Alternatives Available:

Not use equitable sharing funds.

Does this project have a public information component? Yes No

Cost: \$15,000.00 Account #: 20512011293110 Project #: Budgeted: NO

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

Department Head Comments:

BY: Brian Murphy

Date: 5/11/2020

Authenticated: folluojd

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: 5/13/2020

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: Equitable Sharing Fund Balance

To Account # or Fund Name: 20512014293110

Finance Director's Comments:

Equitable Sharing Fund fund balance is sufficient to approve the appropriation of \$15,000 to account 205-1201-429-31-10, Other Professional Services as requested above.

BY: Sandra Stephens

Date: 5/13/2020

Authenticated: stephesf

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 5-14-20

RESOLUTION 54-2020

A RESOLUTION REQUESTING THAT THE CITY OF KIRKWOOD, AND OTHER MUNICIPALITIES WITHIN ST. LOUIS COUNTY, RECEIVE AN EQUITABLE DISTRIBUTION OF THE \$175 MILLION IN CARES ACT FUNDING FROM ST. LOUIS COUNTY

WHEREAS, The United States Congress enacted the Coronavirus Aid, Relief and Economic Security Act (the "CARES Act") providing a \$2 trillion dollars economic relief package to provide assistance for American workers, families, and small businesses; to provide assistance to state and local governments; and to preserve jobs for American industry, and

WHEREAS, the US Department of the Treasury distributed funds from the CARES Act proportionally based on 2019 census data directly to local governments, including directly to cities and counties with a population greater than 500,000 and directly to state governments, and

WHEREAS, the State of Missouri received \$1.9 billion dollars from The CARES Act, a portion of which was subsequently distributed in part to Missouri counties proportionally based on population, except those counties that received a direct payment under the CARES Act, along with a recommendation from the Governor that counties that received funds directly from the State of Missouri in turn distribute CARES Act funds to local governments located within their jurisdictions, and

WHEREAS, no municipality in St. Louis County (the "County") has received any CARES Act funds from the Federal government, the State of Missouri or the County, and

WHEREAS, based on St Louis County's population numbers, which necessarily includes the residents of municipalities located in the County, the County received \$175 million directly from the United States Treasury designated to cover necessary expenses that are incurred due to the public health emergency caused by the COVID-19 pandemic, and

WHEREAS, the County Council has appropriated the entirety of the \$175 million in funding from The CARES Act and has given the County Executive absolute authority to use and distribute such funds without further review or oversight by the County Council, and

WHEREAS, the US Department of the Treasury has issued eligibility guidelines for use of the CARES Act funds which includes, in part, that payroll expenses for public safety may be presumed to be costs for services substantially dedicated to mitigation or responding to the COVID-19 public health emergency from and after the effective date of The CARES Act from March 27, 2020 thru December 31, 2020 (the "Eligibility Period"), and

WHEREAS, the County does not provide any public safety fire services to the residents of St. Louis County, and

WHEREAS, the City of Kirkwood provides police, public safety fire services, and ems services to the residents of Kirkwood, and other residents in St. Louis County and other municipalities, and

WHEREAS, the County provides non-contracted law enforcement services only to the unincorporated areas of the County, which makes up 32.15% of the County's total population, and

WHEREAS, 67.85% of the residents of the County are serviced by municipal police departments or contracted law enforcement services paid for out of municipal funds, and

WHEREAS, to date, the City of Kirkwood has incurred public safety payroll costs for fire, ems and law enforcement during the Eligibility Period in the amount of \$1,491,715 for payroll and related fringe benefit costs and all such costs are presumed by the US Department of the Treasury to be COVID related expenses during the Eligibility Period, and

WHEREAS, the \$175 million in CARES Act funding received by the County should justly be shared pro rata with municipalities based on their population because all levels of government, including both County and municipal governments, are incurring COVID related public safety expenses.

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

SECTION 1. That if any portion of the \$175 million in funding received by St Louis County under the CARES Act is expended by the St Louis County Executive as reimbursement for law enforcement expenses, including but not limited to payroll and benefits for the St Louis County Police Department during the Eligibility Period, a proportional amount should be paid to the municipalities who provide the majority of law enforcement services to the citizens of St. Louis County. Further, such reimbursement for public safety expenses should include all municipal law enforcement, ems and fire services provided directly by the City of Kirkwood, and by other municipalities directly or by contract with another public safety agency.

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

PASSED AND APPROVED THIS 21ST DAY OF MAY 2020.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/21/2020

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The United States Congress enacted the Coronavirus Aid, Relief and Economic Security Act (the "CARES Act") providing a \$2 trillion dollars economic relief package to provide assistance for American workers, families, and small businesses; to provide assistance to state and local governments; and to preserve jobs for American industry.

The US Department of the Treasury distributed funds from the CARES Act proportionally based on 2019 census data directly to local governments, including directly to cities and counties with a population greater than 500,000 and directly to state governments.

The State of Missouri received \$1.9 billion dollars from The CARES Act, a portion of which was subsequently distributed in part to Missouri counties proportionally based on population, except those counties that received a direct payment under the CARES Act, along with a recommendation from the Governor that counties that received funds directly from the State of Missouri in turn distribute CARES Act funds to local governments located within their jurisdictions.

No municipality in St. Louis County (the "County") has received any CARES Act funds from the Federal government, the State of Missouri or the County.

Based on St Louis County's population numbers, which necessarily includes the residents of municipalities located in the County, the County received \$175 million directly from the United States Treasury designated to cover necessary expenses that are incurred due to the public health emergency caused by the COVID-19 pandemic.

The County Council has appropriated the entirety of the \$175 million in funding from The CARES Act and has given the County Executive absolute authority to use and distribute such funds without further review or oversight by the County Council.

Recommendations and Action Requested:

Pass a Resolution requesting that the City of Kirkwood, and other municipalities within St. Louis County, receive an equitable distribution of the \$175 million in CARES Act funding from St. Louis County.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$0.00 Account #: 00000000 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: 5/13/2020 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:

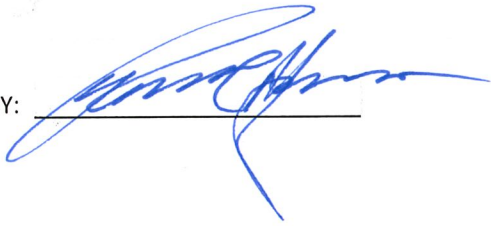
BY: Select... Date: Authenticated:

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY:



Date:

5-14-20

RESOLUTION 55-2020

A RESOLUTION AMENDING THE CITY OF KIRKWOOD'S DEFERRED COMPENSATION PLAN.

WHEREAS, the City of Kirkwood (the "City") maintains the City of Kirkwood Deferred Compensation Plan, last restated effective as of September 5, 2019 (the "Plan"), and

WHEREAS, pursuant to Section 9.01 of the Plan, the City has the right to amend the Plan, and

WHEREAS, the City desires to amend the Plan with respect to the matters set forth herein.

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

SECTION 1. Effective as of May 22, 2020 the City does hereby amend the Plan as set forth below:

1. Defined Terms. All capitalized terms, not otherwise defined herein, have the meanings given to such terms in the Plan.
2. Section 1.01. A new Section 1.01(u) is hereby added to the Plan as set forth below.
 - (u) UNFORESEEABLE EMERGENCY means a severe financial hardship of the PARTICIPANT resulting from an illness or accident of the PARTICIPANT, the PARTICIPANT'S spouse, or the PARTICIPANT'S dependent (as defined in Code Section 152, without regard to Code Section 152(b)(1), (b)(2), and (d)(1)(B)); loss of the PARTICIPANT'S property due to casualty; or other similar extraordinary and unforeseeable circumstances arising as a result of events beyond the control of the PARTICIPANT.
3. Section 8.01. Section 8.01 is hereby deleted in its entirety and replaced with the language set forth below.
 - 8.01 Other than amounts distributed under Section 2.04, distributions from the PLAN may not be made to a PARTICIPANT earlier than (a) the calendar year in which the PARTICIPANT attains age 70 1/2; (b) the calendar year in which there is a SEVERANCE FROM EMPLOYMENT by the PARTICIPANT; or (c) the date the PARTICIPANT incurs a financial hardship due to an UNFORESEEABLE EMERGENCY. All irrevocable

elections of a Benefit Commencement Date made by PARTICIPANTS or BENEFICIARIES prior to January 1, 2005 and defaulted distributions (other than a defaulted distribution to an annuity option) may be voided at the election of the PARTICIPANT OR BENEFICIARY.

4. Section 8.06. A new Section 8.06 is hereby added to the Plan as set forth below.

8.06 A PARTICIPANT may request a distribution due to a severe financial hardship by submitting a written request to the ADMINISTRATOR accompanied by evidence to demonstrate that the circumstances being experienced qualify as an UNFORESEEABLE EMERGENCY. The ADMINISTRATOR has the authority to require such evidence as deemed necessary to determine if a distribution is warranted. If an application for a hardship distribution due to an UNFORESEEABLE EMERGENCY is approved, the distribution will be limited to an amount sufficient to meet the emergency. The allowed distribution will be payable in a single lump sum by the ADMINISTRATOR as soon as possible after approval of such distribution.

A PARTICIPANT who has commenced receiving installment payments under the PLAN may request acceleration of such payments in the event of severe financial hardship due to an UNFORESEEABLE EMERGENCY. The ADMINISTRATOR may permit accelerated payment to the extent such accelerated payment does not exceed the amount necessary to meet the UNFORESEEABLE EMERGENCY.

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

PASSED AND APPROVED THIS 21ST DAY OF MAY 2020.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/21/2020

Step #1:

Strategic Plan Select... Goal # & Title

Background To Issue:

Given the effect that the pandemic is having on the economy individuals and families are struggling to make ends meet when spouses have lost jobs or employees have lost secondary employment. Currently, the city's deferred compensation plan does not permit hardship withdrawals, although it is a common provision for many plans. Staff has discussed this situation with Brian Goding of Marquette Associates and with TIAA. If approved, TIAA will administer such withdrawals in accordance with standards set by the IRS.

Recommendations and Action Requested:

Staff is recommending council approve the attached amendment to the city's deferred compensation plan as prepared by Lewis Rice.

Alternatives Available:

Leave plan as is.

Does this project have a public information component? Yes No

Cost: \$0.00 Account #: N/A Project #: Budgeted: YES

If YES, Budgeted Amount: \$0.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

Employees would like to have access to their money when they need it the most.

BY: Georgia Ragland

Date: 5/12/2020

Authenticated: raglangl

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



5-8-2020 #2378580-v4-
Kirkwood_457(b)
_Amendment.DOCX
Microsoft Word Document
26.9 KB

File Attachment

File Attachment

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

Director's approval).

Select...

Purchasing Director's Comments:

BY: Select...

Date:

Authenticated:

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

 File Attachment

 File Attachment

 File Attachment

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

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 Disapprove

Chief Administrative Officer's Comments:

BY:



Date:

5-14-20

RESOLUTION 56-2020

A RESOLUTION AUTHORIZING THE CITY TO PROVIDE INSURANCE COVERAGE AT AN ANNUAL COST OF \$602,640 EFFECTIVE JUNE 1, 2020.

WHEREAS, the City of Kirkwood's insurance agent of record, A.J. Gallagher Risk Management Services, Inc. has provided a summary of insurance renewal quotes and recommendations (attached hereto and incorporated by reference herein), and

WHEREAS, funds are available in various City expenditure accounts and the Workers Compensation Fund for the Workers Compensation portion, and

WHEREAS, staff recommends acceptance of Gallagher's recommendations as attached, and

WHEREAS, funds are available in various operating accounts.

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

SECTION 1. The City of Kirkwood is hereby authorized to retain insurance coverage for the next twelve months at a cost of \$602,640 as detailed in the attached summary of insurance renewal quotes and recommendations effective June 1, 2020.

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

PASSED AND APPROVED THIS 21ST DAY OF MAY 2020.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/21/2020

Step #1:

Strategic Plan Select... Goal # & Title

Background To Issue:

Annually the city works with Scott Wightman at AJ Gallagher to obtain insurance liability and workers' compensation coverage. Attached is the recommendation for coverage.

Recommendations and Action Requested:

An area where our agent has given us an option is to increase the total amount of cyber liability coverage from \$1 million to \$3 million at an additional cost of \$3,223. Since this came with a strong recommendation to increase coverage staff is recommending doing this which would increase the total cost of our insurance renewal package to **\$602,640**.

Alternatives Available:

We can continue with a \$1 million cyber liability policy and save \$3,223.

Does this project have a public information component? Yes No

Cost: \$602,640.00 Account #: various Project #: Budgeted: YES

If YES, Budgeted Amount: \$696,898.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

The workers compensation renewal is an extremely favorable renewal as the rate itself did not go up. The projected increase is what it is because the amount budgeted for payroll is higher than this time last year but with a hiring freeze and the fact that we pay on an actual payroll basis, the anticipated increase for that line of coverage may not be as high as projected.

BY: Georgia Ragland

Date: 5/13/2020

Authenticated: raglangl

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



Recommended 2020
Insurance Program - as of 5-
13-20.xlsx
Microsoft Excel Worksheet
13.6 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: 5/13/2020

Authenticated: weidledc

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

 File Attachment

 File Attachment

 File Attachment

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

Budgetary Approval

From Account # or Fund Name: Various Accounts

To Account # or Fund Name:

Finance Director's Comments:

Budget appropriations is sufficient in multiple general ledger accounts to approve the above request for the cost of \$602,640 for the insurance renewal package.

BY: Sandra Stephens

Date: 5/14/2020


Authenticated: stephesf

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY:



Date:

5-24-20

Line of Coverage	Policy Term	Insurer	Deductible/Retention	Limit	Expiring Annualized Premium	2020 Proposed Premium	\$ Increase/ (Decrease)	% Increase/ (Decrease)	Comments	
Property	6-1-20/21	Chubb	\$25,000 per occurrence, except: \$5,000 mobile equipment \$50,000 earthquake \$100,000 flood at most locations \$500,000 flood at 24 high hazard locations	\$62,330,000 per occurrence, except: \$15,000,000 earthquake \$10,000,000 flood \$1,000,000 flood for 24 high hazard locations	\$77,332	\$82,745	\$5,413	7.0%	No change in property values, rate up 7.0%. Wind/hail deductible unchanged which is an excellent result in this market.	
Liability Package	6-1-20/21	Brit/Lloyds of London	\$100,000 per occurrence general, automobile, public officials, and law enforcement liability \$25,000 auto physical damage \$325,000 annual loss fund	\$7,000,000 per occurrence general, automobile, public officials, and law enforcement liability	\$236,000	\$245,950	\$9,950	4.2%	Up due to changing marketplace.	
Crime	6-1-20/21	Chubb	\$25,000 per loss	\$500,000 employee theft, money & securities, transit, forgery, computer fraud, funds transfer fraud, and money orders & counterfeit fraud	\$2,778	\$2,778	\$0	0.0%		
Cyber	6-1-20/21	BCS	\$5,000 each claim	\$1,000,000 each occurrence and annual aggregate for cyber extortion, security liability, security breach response, privacy regulatory claims, privacy liability, multimedia liability, business income & digital asset restoration, and PCI DSS assessment \$250,000 cyber deception	\$4,233	\$6,445	\$2,212	52.3%	Up due to changing marketplace. Options for higher limits include: \$2m limit - \$1,934 additional \$3m limit - \$3,223 additional	
Fiduciary Liability	6-1-20/21	Chubb	\$10,000 each claim	\$5,000,000 each claim and annual aggregate	\$18,937	\$19,529	\$592	3.1%		
Excess Workers' Compensation	6-1-20/21	Midwest Employers	\$750,000 per occurrence \$2,557,294 annual aggregate	Statutory \$1,000,000 employer's liability	\$216,445	\$241,970	\$25,525	11.8%	Payrolls up 11.8%, flat rate.	
						\$555,725	\$599,417	\$43,692	7.9%	

RESOLUTION 57-2020

A RESOLUTION ACCEPTING THE BID OF CORRECTIVE ASPHALT MATERIALS IN THE NOT TO EXCEED AMOUNT OF \$61,453.86 (WHICH INCLUDES A CONTINGENCY OF \$5,586.71) FOR 2020 EMULSIFIED MALTENE BASED REJUVENATOR AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, pursuant to law, the City obtained bids for 2020 Emulsified Maltene Based Rejuvenator, and

WHEREAS, the most responsible bid received was that of Corrective Asphalt Materials in the not to exceed amount of \$61,453.86 (which includes a contingency of \$5,586.71) and which bid acceptance is approved by the Chief Administrative Officer and recommended by the Director of Procurement and the Director of Public Services, and

WHEREAS, funds are available in Account #301-1401-600.75.14 (Streets), Project #PW2101.

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

SECTION 1. The bid of Corrective Asphalt Materials in the not to exceed amount of \$61,453.86 (which includes a contingency of \$5,586.71) for 2020 Emulsified Maltene Based Rejuvenator is hereby accepted and approved.

SECTION 2. The Mayor is hereby authorized and directed to enter into a contract with Corrective Asphalt Materials in the not to exceed amount of \$61,453.86 (which includes a contingency of \$5,586.71) for 2020 Emulsified Maltene Based Rejuvenator.

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

PASSED AND APPROVED THIS 21ST DAY OF MAY 2020.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/21/2020

Step #1:

Strategic Plan YES Goal # & Title Goal 5. Invest for the future through public infrastructure

Background To Issue:

The Engineering Department has selected asphalt streets overlaid in FY19 to receive an asphalt rejuvenator. The project includes the application of an emulsified maltene based rejuvenator to the surface of asphalt streets. Bid advertisements for construction of the project were sent to contractor's through the Procurement Department. Corrective Asphalt Materials, LLC Submitted a low bid of \$55,867.15.

Recommendations and Action Requested:

It is recommended the City Council accept the bid submitted by Corrective Asphalt Materials, LLC for construction services and authorize an additional amount of \$5,586.71 contingency for a total contract amount of \$61,453.86.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$61,453.86 Account #: 30114016007514 Project #: PW2101 Budgeted: YES

If YES, Budgeted Amount: \$61,453.86 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

BY: Christopher Krueger

Date: 5/13/2020

Authenticated: kruegeca

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: 5/14/2020

Authenticated: weidledc

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


13599 Resolution Letter.pdf
Adobe Acrobat Document
59.5 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: 30114016007514, Streets

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is sufficient to approve \$61,454 in account 301-1401-600-75-14, Streets, project PW2101, Street Restoration as requested above.

BY: Sandra Stephens

Date: 5/14/2020

Authenticated: stephesf

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 5-14-20

May 13th, 2020

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: 2020 Emulsified Maltene Based Rejuvenator, Bid #13599

Sealed bids were publicly opened on May 11th, 2020. The bid tabulation is as follows:

<u>Vendor</u>	<u>Total</u>
Corrective Asphalt Materials	\$55,867.15

Bid requests were also sent to Access Engineering, Gee Asphalt Systems, J. M. Marshuetz Construction, Krupp Construction, L Keeley Construction, Leritz Contracting, N.B. West Contracting, Pavement Solutions, Right Line Stripping, Tramar, and Pace Construction Company; however they did not submit bids.

The bids were provided to Chris Krueger, City Engineer, for review. It is recommended that the bid be awarded to Corrective Asphalt Materials, as their bid of \$55,867.15 is the lowest responsible bid meeting specifications.

Funding is available in account number 301-1401-600.75-14, project number PW2101, in the amount of \$1,844,000.00.

Attached is a request from Chris Krueger, City Engineer, for a resolution authorizing a contract to be issued to Corrective Asphalt Materials in the amount of \$55,867.15, with a contingency of \$5,586.71, for a total not to exceed value of \$61,453.86 for 2020 Emulsified Maltene Based Rejuvenator.

Respectfully,



David Weidler, CPPO, CPPB
Director of Procurement

RESOLUTION 58-2020

A RESOLUTION ACCEPTING THE BID OF FORD ASPHALT CO., INC. IN THE AMOUNT OF \$370,000.50 (CONTINGENCY IS TO NOT EXCEED BUDGETED AMOUNT IN THE STREETS ACCOUNT) FOR 2020 ASPHALTIC CONCRETE OVERLAYS AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, pursuant to law, the City obtained bids for 2020 Asphaltic Concrete Overlays, and

WHEREAS, the most responsible bid received was that of Ford Asphalt Co., Inc. in the amount of \$370,000.50 (contingency is to not exceed budgeted amount the Streets Account) and which bid acceptance is approved by the Chief Administrative Officer and recommended by the Director of Procurement and the Director of Public Services, and

WHEREAS, funds are available in Account #301-1401-600.75.14 (Streets), Project #PW2101.

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

SECTION 1. The bid of Ford Asphalt Co., Inc. in the amount of \$370,000.50 (contingency to not exceed budgeted amount in the Streets Account) for 2020 Asphaltic Concrete Overlays is hereby accepted and approved.

SECTION 2. The Mayor is hereby authorized and directed to enter into a contract with Ford Asphalt Co., Inc. in the amount of \$370,000.50 (contingency to not exceed budgeted amount in the Streets Account) for 2020 Asphaltic Concrete Overlays.

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

PASSED AND APPROVED THIS 21ST DAY OF MAY 2020.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/21/2020

Step #1:

Strategic Plan YES

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

Background To Issue:

The Engineering Department has selected asphalt streets to be milled and receive a hot mix asphaltic concrete overlay. The project includes ADA curb ramps, curb repair, milling, and a asphaltic concrete overlay. Bid advertisements for construction of the project were sent to contractor's through the Procurement Department. Ford Asphalt Co, Inc. submitted a low bid of \$370,000.50.

Recommendations and Action Requested:

It is recommended the City Council accept the bid submitted by Ford Asphalt Co, Inc. for construction services in the amount of \$370,000.50 with a contingency of not to exceed funds budgeted in project number PW2101 Street Restoration.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$370,000.50 Account #: 30114016007514 Project #: PW2101 Budgeted: YES

If YES, Budgeted Amount: \$1,844,000.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

BY: Christopher Krueger

Date: 5/13/2020

Authenticated: kruegeca

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: 5/14/2020

Authenticated: weidledc

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

 13597 Resolution Letter.pdf Adobe Acrobat Document 60.6 KB	 File Attachment	 File Attachment
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Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Budgetary Approval

From Account # or Fund Name: 30114016007514, Streets

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is sufficient to approve \$370,001 for account 301-1401-600-75-14, Streets, Project PW2101, Street Restoration as requested above.

BY: Sandra Stephens

Date: 5/14/2020

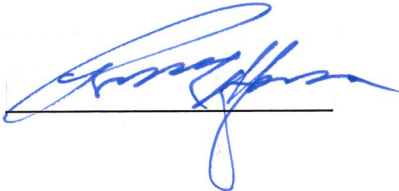
Authenticated: stephesf

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY:



Date:

5-14-20

May 14th, 2020

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: 2020 Asphaltic Concrete Overlays, Bid # 13597

Sealed bids were publicly opened on May 11th, 2020. The bid tabulation is as follows:

<u>Vendor</u>	<u>Total Base Bid</u>
Ford Asphalt Co., Inc.	\$370,000.50
E Meier	\$385,417.04
Bryne and Jones Construction	\$387,783.64
Jokerst Paving and Contracting, Inc.	\$402,963.25
Spencer Contracting	\$405,935.00
Gershenson Construction Company, Inc.	\$482,983.60

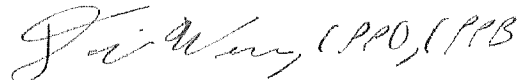
Bid requests were also sent Access Engineering, J. M. Marshuetz Construction, Krupp Construction, L Keeley Construction, Leritz Contracting, N.B. West Contracting, Pavement Solutions, Right Line Stripping, Tramar, and Pace Construction Company; however they did not submit bids.

The bids were provided to Chris Krueger, City Engineer, for review. It is recommended that the bid be awarded to Ford Asphalt Co., Inc. as their bid of \$370,000.50 is the lowest responsive and responsible bid meeting specifications.

Funds are available in account number 301-1401-600.75-14, project number PW2201, in the amount of \$1,844,000.00.

Attached is a request from Chris Krueger, City Engineer, for a resolution authorizing a contract to be issued to Ford Asphalt Co., Inc. in the amount of \$370,000.50 with a contingency of not to exceed funds budgeted in account number 301-1401-600.75-14, project number for the 2020 Asphaltic Concrete Overlays.

Respectfully,



David Weidler, CPPO, CPPB
Director of Procurement

RESOLUTION 59-2020

A RESOLUTION ACCEPTING THE BID OF PACE CONSTRUCTION IN THE AMOUNT OF \$1,005,225 (CONTINGENCY IS TO NOT EXCEED BUDGETED AMOUNT IN THE STREETS ACCOUNT) FOR 2020 ULTRA-THIN BONDED ASPHALTIC WEARING SURFACES AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, pursuant to law, the City obtained bids for 2020 Ultra-Thin Bonded Asphaltic Wearing Surfaces, and

WHEREAS, the most responsible bid received was that of Pace Construction in the amount of \$1,005,225 (contingency is to not exceed budgeted amount the Streets Account) and which bid acceptance is approved by the Chief Administrative Officer and recommended by the Director of Procurement and the Director of Public Services, and

WHEREAS, funds are available in Account #301-1401-600.75.14 (Streets), Project #PW2101.

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

SECTION 1. The bid of Pace Construction in the amount of \$1,005,225 (contingency to not exceed budgeted amount in the Streets Account) for 2020 Ultra-Thin Bonded Asphaltic Wearing Surfaces is hereby accepted and approved.

SECTION 2. The Mayor is hereby authorized and directed to enter into a contract with Pace Construction in the amount of \$1,005,225 (contingency to not exceed budgeted amount in the Streets Account) for 2020 Ultra-Thin Bonded Asphaltic Wearing Surfaces.

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

PASSED AND APPROVED THIS 21ST DAY OF MAY 2020.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/21/2020

Step #1:

Strategic Plan YES Goal # & Title Goal 5. Invest for the future through public infrastructure. Object...

Background To Issue:

The Engineering Department has selected asphalt streets to receive ultra thin bonded asphalt wearing surface. The project includes ADA curb ramps, asphalt base repair, selective edge milling, and the application of the wearing surfaced to streets. Bid Advertisements for construction of the project were sent to contractors through the Procurement Department. Pace Construction submitted the low bid of \$1,005,225.00

Recommendations and Action Requested:

It is recommended the City Council accept the bid for construction services in the amount of \$1,005,225.00 submitted by Pace Construction with a contingency not to exceed funds budgeted in project number PW2101 Street Restoration.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$1,005,225.00 Account #: 30114016007514 Project #: PW2101 Budgeted: YES

If YES, Budgeted Amount: \$1,844,000.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

BY: Christopher Krueger

Date: 5/13/2020

Authenticated: kruegeca

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: 5/14/2020

Authenticated: weidledc

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


13598 Resolution Letter.pdf
Adobe Acrobat Document
58.5 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: 31014016007514, Streets

To Account # or Fund Name: _____

Finance Director's Comments:

Budgetary appropriation is sufficient to approve \$1,005,225 for 301-1401-600-75-14, Streets, Project PW2101, Street Restorations as requested above.

BY: Sandra Stephens

Date: 5/14/2020

Authenticated: stephesf

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 5-14-20

May 14th, 2020

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: 2020 Ultra-Thin Bonded Asphaltic Wearing Surfaces, Bid # 13598

Sealed bids were publicly opened on May 11th, 2020. The bid tabulation is as follows:

<u>Vendor</u>	<u>Total Base Bid</u>
Pace Construction	\$ 1,005,225.00
NB West	\$ 1,206,685.50

Bid requests were also sent Access Engineering, American Ready Mix, Bryne & Jones, E. Meier, Ford Asphalt Co., Gershenson Construction, J. M. Marshuetz Construction, Jokerst Paving, Krupp Construction, L Keeley Construction, Leritz Contracting, Pavement Solutions, Right Line Stripping, Spencer Contracting, and Tramar Contracting; however they did not submit bids.

The bids were provided to Chris Krueger, City Engineer, for review. It is recommended that the bid be awarded to Pace Construction as their bid of \$1,005,225.00 is the lowest responsive and responsible bid meeting specifications.

Funds are available in account number 301-1401-600.75-14, project number PW2101, in the amount of \$1,844,000.00.

Attached is a request from Chris Krueger, City Engineer, for a resolution authorizing a contract to be issued to Pace Construction in the amount of \$1,005,225.00 with a contingency of not to exceed funds budgeted in account number 301-1401-600.75-14, project number PW2101, for the 2020 Ultra-Thin Bonded Asphaltic Wearing Surfaces.

Respectfully,



David Weidler, CPPO, CPPB
Director of Procurement

RESOLUTION 60-2020

A RESOLUTION WAIVING THE TEMPORARY OUTDOOR PROMOTIONAL VARIANCE APPLICATION PROCEDURE AND GIVING THE CHIEF ADMINISTRATIVE OFFICER THE AUTHORITY TO GRANT PERMISSION TO HAVE OUTDOOR SEATING AND MERCHANDISE SALES ON PRIVATE PROPERTY, INCLUDING PUBLIC SIDEWALKS.

WHEREAS, the COVID-19 pandemic has created unique and unforeseen circumstances for the population of the United States, and

WHEREAS, due to the COVID-19 pandemic and the impact on businesses in the City of Kirkwood, staff recommends that the Temporary Outdoor Promotional Variance Application procedure be waived to give the Chief Administrative Officer the authority to grant permission to allow outdoor seating and merchandise sales on private property, including public sidewalks, and

WHEREAS, granting such approval is under the sole discretion of the Chief Administrative Officer, and the Chief Administrative Officer reserves the right to revoke the privilege to allow outdoor seating and merchandise sales at any time for any reason.

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

SECTION 1. The Temporary Outdoor Promotional Variance Application procedure is temporarily being waived, and the Chief Administrative Officer or his designee is hereby granted the authority to give businesses the permission to allow outdoor seating and outdoor merchandise sales on private property, including public sidewalks, in its sole discretion.

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

PASSED AND APPROVED THIS 21ST DAY OF MAY 2020.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/21/2020

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The COVID-19 pandemic has created unique and unforeseen circumstances for the population of the United States.

Due to the COVID-19 pandemic and the impact on businesses in the City of Kirkwood, staff recommends that the Temporary Outdoor Promotional Variance Application procedure be waived to authorize the Chief Administrative Officer the authority to grant permission to allow outdoor seating and merchandise sales on private property, including public sidewalks.

Recommendations and Action Requested:

Pass a Resolution authorizing the Chief Administrative Officer the authority to waive the Temporary Outdoor Promotional Variance Application procedure to grant permission for outdoor seating and merchandise sales on private property, including public sidewalks.

Alternatives Available:

Does this project have a public information component? Yes No

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: 5/14/2020

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:

[Empty text box for Purchasing Director's Comments]

BY: Select...

Date:

[Empty date field]

Authenticated:

[Empty authentication field]

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:

[Empty dropdown menu]

To Account # or Fund Name:

[Empty dropdown menu]

Finance Director's Comments:

[Empty text box for Finance Director's Comments]

BY: Select...

Date:

[Empty date field]

Authenticated:

[Empty authentication field]

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

Approve

Disapprove

Chief Administrative Officer's Comments:

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

BY:



Date:

5-14-20

RESOLUTION 61-2020

A RESOLUTION GRANTING THE CHIEF ADMINISTRATIVE OFFICER WITH THE AUTHORITY TO CLOSE CERTAIN PUBLIC ROADS AND PUBLIC PARKING LOTS (AS LISTED BELOW) FOR THE USE OF OUTDOOR SEATING AND MERCHANDISE SALES ON SUCH IDENTIFIED PUBLIC ROADS AND PUBLIC PARKING LOTS.

WHEREAS, the COVID-19 pandemic has created unique and unforeseen circumstances for the population of the United States, and

WHEREAS, due to the COVID-19 pandemic and the impact on businesses in the City of Kirkwood, staff recommends that the Chief Administrative Officer be given the authority to close public roads and public parking as listed below, for the use of outdoor seating and merchandise sales:

- The 100 blocks of East and West Jefferson Avenue
- The 100 blocks of East and West Argonne Drive
- The 100 and 200 block of North Kirkwood Road
- The two public parking lots located on the 100 block of West Jefferson Avenue
- The two public parking lots located on the 100 block of East Jefferson Avenue
- The one public parking lot located on the 100 block of West Argonne Drive
- The two public parking lots located on the 100 block of East Argonne Drive

WHEREAS, granting such approval is under the sole discretion of the Chief Administrative Officer, and the Chief Administrative Officer reserves the right to rescind the closure of such public roads and public parking for any reason, or to revoke the privilege to use such public roads and public parking lots for outdoor seating and merchandise sales for any reason, and

WHEREAS, in the event that the Chief Administrative Officer determines that additional public streets or public parking lots need to be closed, the Chief Administrative Officer has the authority to close such public roads or public parking lots and grant businesses the permission to use such public roads or public parking lots for outdoor seating or merchandise sales, subject to subsequent City Council approval.

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

SECTION 1. The Chief Administrative Officer is hereby granted the authority to close the following public roads and public parking lots for the use of outdoor seating and merchandise sales:

- The 100 blocks of East and West Jefferson Avenue
- The 100 blocks of East and West Argonne Drive
- The 100 and 200 block of North Kirkwood Road

- The two public parking lots located on the 100 block of West Jefferson Avenue
- The two public parking lots located on the 100 block of East Jefferson Avenue
- The one public parking lot located on the 100 block of West Argonne Drive
- The two public parking lots located on the 100 block of East Argonne Drive

SECTION 2. The Chief Administrative Officer is also granted the authority to close additional public roads or public parking lots and has the authority to grant businesses the permission to use such public roads or public parking lots for additional outdoor seating and merchandise sales, subject to subsequent City Council approval.

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

PASSED AND APPROVED THIS 21ST DAY OF MAY 2020.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/21/2020

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The COVID-19 pandemic has created unique and unforeseen circumstances for the population of the United States.

Due to the COVID-19 pandemic and the impact on businesses in the City of Kirkwood, staff recommends that the Chief Administrative Officer be given authority grant permission to close public roads and public parking lots as listed below, for the use of outdoor seating and merchandise sales:

- The 100 blocks of East and West Jefferson Avenue
- The 100 blocks of East and West Argonne Drive
- The 100 and 200 block of North Kirkwood Road
- The two public parking lots located on the 100 block of West Jefferson Avenue
- The two public parking lots located on the 100 block of East Jefferson Avenue
- The one public parking lot located on the 100 block of West Argonne Drive
- The two public parking lots located on the 100 block of East Argonne Drive

Recommendations and Action Requested:

Pass a Resolution authorizing the Chief Administrative Officer authority grant permission to close public roads and public parking lots as listed below, for the use of outdoor seating and merchandise sales:

- The 100 blocks of East and West Jefferson Avenue
- The 100 blocks of East and West Argonne Drive
- The 100 and 200 block of North Kirkwood Road
- The two public parking lots located on the 100 block of West Jefferson Avenue
- The two public parking lots located on the 100 block of East Jefferson Avenue
- The one public parking lot located on the 100 block of West Argonne Drive
- The two public parking lots located on the 100 block of East Argonne Drive

Alternatives Available:

Does this project have a public information component? Yes No

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: 5/14/2020

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:

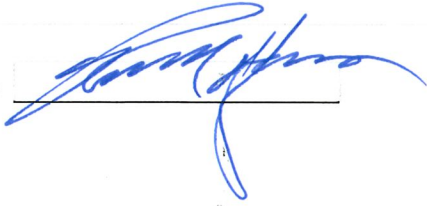
Authenticated:

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY:

A handwritten signature in blue ink, appearing to be "David H. ...", written over a horizontal line.

Date:

5-14-20

RESOLUTION 62-2020

A RESOLUTION ACCEPTING THE QUOTE OF SCHWEITZER ENGINEERING LABORATORIES IN C/O KD JOHNSON INC. AS A SINGLE SOURCE PROVIDER IN THE AMOUNT OF \$43,653 FOR SUBSTATION RELAYS FOR THE ELECTRIC DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, staff recommends the acceptance of the quote of Schweitzer Engineering Laboratories in c/o KD Johnson Inc. proposal for substation relays for the Electric Department, and

WHEREAS, Schweitzer Engineering Laboratories in c/o KD Johnson Inc. is considered a single source provider as defined in Article VI. Procurement, Division 1, Generally, Section 2-377 Single Source Procurement Procedure, and

WHEREAS, funds are available in Account #501-2115-480.75.15, Project #EL2102.

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

SECTION 1. The quote of Schweitzer Engineering Laboratories in c/o KD Johnson Inc. as a single source provider in the amount of \$43,653 for substation relays for the Electric Department is hereby accepted and approved.

SECTION 2. The Director of Procurement is hereby authorized and directed to issue a Purchase Order to Schweitzer Engineering Laboratories c/o KD Johnson Inc. in an amount of \$43,653 for substation relays for the Electric Department.

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

PASSED AND APPROVED THIS 21ST DAY OF MAY 2020.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 5/21/2020

Step #1:

Strategic Plan YES

Goal # & Title Goal #1 - Enhance the Quality of Life of Citizens

Background To Issue:

The vendor for the Kirkwood Electric substation relays has indicated that it will no longer support repair and maintenance services for the relays. Kirkwood Electric has opted to move to the industry standard relay that is approved by the Ameren since Kirkwood Electric interconnects with Ameren for substation transmission service.

Recommendations and Action Requested:

The Electric Department recommends approval of a resolution to allow the Procurement Department to enter into an agreement to purchase substation relays from Schweitzer Engineering Laboratories to replace the substation relays in the Kirkwood Electric Substations with funding currently available for Distribution System Upgrades (501-2115-480-75-15 Project EL2102). The terms of the agreement will be based on the quotes provided for the relays, should align with council approved funding, and should last until the completion of the project.

Alternatives Available:

Kirkwood Electric must utilize a relay that is approved by its substation interconnect entity, Ameren, when replacing the relays. The Schweitzer relays have been approved by Ameren and utilized by Kirkwood Electric in a limited capacity in the past. With the discontinuance of the alternative vendor's relay it is imperative that Kirkwood Electric now replace all of its relays to keep the power on.

Does this project have a public information component? Yes No

Cost: \$43,653.00 Account #: 50121154807515 Project #: EL2102 Budgeted: YES

If YES, Budgeted Amount: \$531,347.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

Distribution System Upgrade funding for this expenditure is already in place. Council action of an expenditure at this level is needed to begin the purchase of this badly needed equipment. The current quote to replace the units at the Van Buren Substation and Aberdeen Substation is \$43,653. It is anticipated that the installation for these substations can take place in preparation for the summer peak energy consumption season. Obsolete vendor units will then be available for spares at the Essex, Alfred, Leffingwell and Sugar Creek Substations. This fall the department will then continue to replace the units with council approved circuit upgrade available funding until the project is completed.

BY: Mark Petty

Date: 5/14/2020

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:

Due to the requirements of our interconnect entity, Ameren, the purchase of Schweitzer relays through the regional distributor K D Johnson Inc. meets the criteria of a single source procurement as defined in Article VI. Procurement, Division 1. Generally, Sec. 2-377 Single source procurement procedure.

BY: David Weidler

Date: 5/14/2020

Authenticated: weidledc

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

 File Attachment

 File Attachment

 File Attachment

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

Budgetary Approval

From Account # or Fund Name: 50121154807515, Distribution System I...

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriations is sufficient to approve \$43,653 in account 501-2115-480-75-15, Distribution System Improvements, Project EL2102, Circuit Upgrade as requested above.

BY: Sandra Stephens

Date: 5/14/2020

Authenticated: stephesf

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 5-14-20

K/D JOHNSON INC

YOUR CONNECTION TO WORLD-LEADING ELECTRICAL MANUFACTURERS



Wednesday, May 13, 2020

TO: Kirkwood Electric Light Dept
Mark Petty
Kirkwood, MO 63122
Email: pettyma@kirkwoodmo.org

FROM: Jonathan Scoggins
Email:
Jonathan_scoggins@kdjinc.com

SUBJECT: SEL Quote # USKDJ1589-20

Thank you for this inquiry. We are pleased to offer the following quotation:

NO.	DESCRIPTION	UNIT PRICE	QTY	TOTAL PRICE
1	Part No. 751#DM24 (751101ACA0X7785AD21) SEL-751 Feeder Protection Relay	\$3,118.05	10	\$31,180.50
2	Part No. 751#MJ24 (751102BCC0X7785AD21) SEL-751 Feeder Protection Relay	\$3,118.05	4	\$12,472.20
TOTAL (USD)				\$43,652.70

Notes:

Lead Time:

Current lead time for this product is running **3-4 weeks ARO to ship**. Please note, this does not include time to process your application for credit or shipping times.

Shipping:

SEL's standard shipment method is via ground carrier and shipping is included in the price of the product **within the continental US**. However, if faster shipping is needed, we ask the customer to provide a FEDEX or UPS Acct number to charge shipping costs to or these costs will be added to the final invoice. **Orders with multiple items may be shipped from multiple locations and may come in more than one delivery.**

Equipment End User:

For warranty and future product service notification purposes, SEL requires end user information (company name, address, contact person name and phone number) for all products before the order can be entered.

Instruction Manuals:

One electronic version of the instruction manual is provided with each relay ordered. If a hard copy instruction book is desired, please note this on your purchase order. There is no extra charge for a hard copy when ordered with the relay.

Meter Nameplate:

When ordering **SEL-734 / SEL-735** meters, SEL requires nameplate data before processing the order. The default nameplate lists the owner name on line one and the unit serial number on line two. The nameplate is a requirement of the US Department of Energy for all electrical revenue metering systems.

Payment Terms:

Payment terms are **NET 30 DAYS**. Payment terms are based on prior credit approval by SEL. A

signed SEL credit application and any applicable state sales tax exemption certificates are required to set up terms with SEL. This application is available upon request.

Quote Validity:

Pricing on this quote is valid for **60 days** .

Contact:

Please direct any questions regarding this quotation, purchase orders, or other commercial issues regarding SEL products to the KD Johnson office –

Phone – (903) 587-3373

Email – quotes@kdjinc.com

Sales Terms:

This quote is subject to current SEL Sales Terms. A copy can be downloaded from <https://selinc.com/company/termsandconditions/>

Any purchase orders resulting from this bid should be addressed to:

Schweitzer Engineering Labs
c/o KD Johnson, Inc.
2350 NE Hopkins Court
Pullman, WA 99163

FAX # 903-587-2509

quotes@kdjinc.com

All invoicing and shipments will come directly from

Schweitzer Engineering Labs, Inc.
2350 NE Hopkins Court
Pullman, WA 99163

Please direct all inquiries relating to this quotation to Jonathan Scoggins.
Thank you,

Jonathan Scoggins
Email: Jonathan_scoggins@kdjinc.com

1 Description

Part No. 751#DM24 (751101ACA0X7785AD21)
SEL-751 Feeder Protection Relay

Category	Selection
Advanced Features	Reclosing
User Interface	English
Front Panel	5-inch Color Touchscreen With 8 Pushbuttons
Slot A Power Supply Voltage	110-250 Vdc (110-240 Vac); 50/60 Hz
Slot A Digital Input Voltage	125 Vdc/Vac
Slot B Ethernet (Port 1)	Single 10/100BASE-T Ethernet
Slot B Multimode Fiber ST (Port 2)	No
Slot B Rear Serial Port (Port 3)	EIA-485
IEC 61850 Protocol	No
DNP3 Protocol	Yes
IEC 60870-5-103 Protocol	No
Slot C	4 DI / 4 DO Fast High Current Hybrid (Form A)
Slot C Digital Input Voltage	125 Vdc/Vac
Slot D	Empty
Slot D Digital Input Voltage	NA
Slot E	8 Arc-Flash Detection Inputs
Slot E Digital Input Voltage	NA
Slot Z Voltage Inputs	3-Phase AC Voltage (300 Vac)
Slot Z Current Inputs	5 Amp Phase, 5 Amp Neutral
Conformal Coat	Yes

2 Description

Part No. 751#MJ24 (751102BCC0X7785AD21)
SEL-751 Feeder Protection Relay

Category	Selection
Advanced Features	Reclosing
User Interface	English
Front Panel	5-inch Color Touchscreen With 8 Pushbuttons
Slot A Power Supply Voltage	24-48 Vdc
Slot A Digital Input Voltage	24 Vdc/Vac
Slot B Ethernet (Port 1)	Single 10/100BASE-T Ethernet
Slot B Multimode Fiber ST (Port 2)	No
Slot B Rear Serial Port (Port 3)	EIA-485
IEC 61850 Protocol	No
DNP3 Protocol	Yes
IEC 60870-5-103 Protocol	No
Slot C	4 DI / 4 DO Fast High Current Hybrid (Form A)
Slot C Digital Input Voltage	48 Vdc/Vac
Slot D	Empty
Slot D Digital Input Voltage	NA
Slot E	8 Arc-Flash Detection Inputs
Slot E Digital Input Voltage	NA
Slot Z Voltage Inputs	3-Phase AC Voltage (300 Vac)
Slot Z Current Inputs	5 Amp Phase, 5 Amp Neutral
Conformal Coat	Yes

**APPLICATION FOR TEMPORARY
OUTDOOR PROMOTIONAL VARIANCE**

Business or Organization Seeking Variance:

Texas Roadhouse

Name of Business Owner or Manager Seeking Variance:

Chris Spillman

Address or Location of Variance Site:

1220 S. Kirkwood Road

Description of Activity Needing Variance Including Dates and Times:

Planning to have tables for outside dining. 4 top tables, 25 tables - 100 seats

Hours of operation Monday - Thurs 3pm - 10pm

Friday 11am - 10pm, Saturday 11am - 10pm Sunday 11am -

Permit use until dining capacity in St. Louis County 9pm
is 100% or until October 2020.

Location South side of building marked on site plan

This will eliminate 8 parking spaces

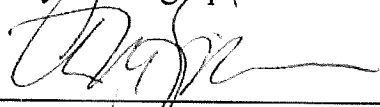
Applicant's Telephone Number: 314-518-2373

Email Address, if applicable: Christopher.spillman@texasroadhouse.com

If Applicant is not the Property Owner Provide Name and Contact Phone Number
of Owner or Property Manager*:

*Approval from the Property Owner or Property Manager, prior to submittal to City of Kirkwood.

How Many Parking Spaces Will Be Affected: 8



Signature of Applicant
Or Applicant's Representative

5/6/2020

Date

If Possible, please sketch an approximate location of the event in relation to closest buildings.

*Return this completed form to Laurie Asche, City Clerk, via fax (314-822-5863) or email:
aschelb@kirkwoodmo.org*

MEMORANDUM

TO: MAYOR & CITY COUNCIL
FROM: JONATHAN D. RAICHE, PLANNING & DEV. DIRECTOR



WHERE COMMUNITY AND SPIRIT MEET

SUBJECT: TEXAS ROADHOUSE – TEMPORARY OUTDOOR SEATING
DATE: MAY 14, 2020
CC: RUSS HAWES, CAO
BILL BENSING, PUBLIC SERVICES DIRECTOR
JOHN HESSEL, CITY ATTORNEY
LAURIE ASCHE, CITY CLERK

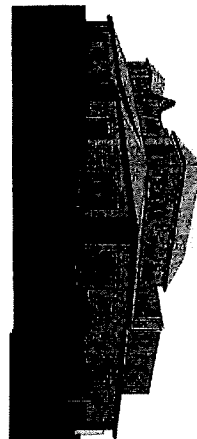
Due to the decreased occupancy allowances for restaurants put in place by St. Louis County in response to the COVID-19 pandemic, City Staff has received multiple inquiries from local restaurants regarding the ability to operate temporary outdoor seating areas to help off-set their decreased occupancy numbers. In an effort to work alongside our businesses, Staff identified the existing Temporary Outdoor Promotional Variance procedure as an available process. This process has been slightly altered due to the extended timeline attached to these requests by requiring input from the following departments: Fire, Police, Building, Engineering, and Planning.

Texas Roadhouse has requested temporary outdoor seating with details included in their attached application and site diagram. The details of their request have been included in the conditions listed below. Due to the substantial decrease in occupancy permitted within the restaurant, Staff believes the request is appropriate and would not have a negative impact as long as the following conditions are applied:

- 1) Approval shall be limited to the following:
 - a. 25 tables to accommodate a total of 100 patrons
 - b. Hours of operation: Monday –Thursday 3pm – 10pm; Friday & Saturday 11am – 10pm; and Sunday 11am – 9pm
 - c. Seating would be utilized until either St. Louis County restrictions for reduced occupancy are removed or until September 30, 2020, whichever occurs first
 - d. Tables would be located on parking area on the south-side of the building and would eliminate 8 parking spaces
- 2) If tents, electrical connections, or heaters are desired to be used, proper permits shall be sought and inspections by the Fire and Building Departments shall be conducted.
- 3) Prior to set-up, an exact layout of tables shall be provided to the Fire Marshal and Building Commissioner for egress review and other safety-related access concerns. Said egress shall be maintained at all times.
- 4) No parking shall occur behind the building in or adjacent to the proposed seating area.
- 5) The existing gate on the west-side of the proposed area shall be closed during the duration of the temporary outdoor seating to deter vehicular traffic.
- 6) A combination of temporary metal barricades and vehicle deterrents (parking lot wheel stops, concrete traffic barriers, concrete planters, etc.) shall be installed prior to use. Placement and spacing of said items shall be approved by the Fire Marshal and Building Commissioner.
- 7) The existing small building near the southeast corner of the proposed area shall be removed to allow access to the fire department sprinkler hook-up.
- 8) Prior to using the outdoor seating, an inspection shall be conducted by the Fire Marshal and/or Building Commissioner.
- 9) If the City finds that the temporary outdoor seating use causes a public health or safety issue after approval, said approval may be revoked.
- 10) Said approval is contingent upon satisfying all conditions listed above. Failure to comply with all conditions could result in revocation of said approval.

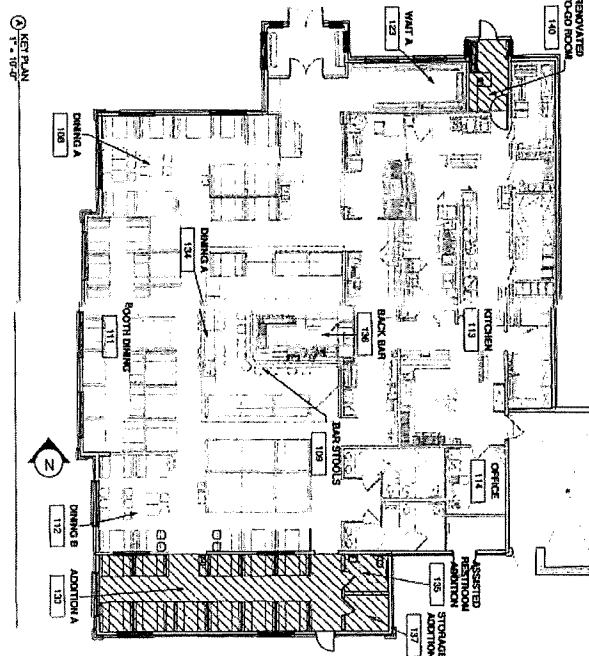
TEXAS road house

SEATING ADDITION TEXAS ROADHOUSE 1220 S. KIRKWOOD ROAD KIRKWOOD, MO 63122



① KIRKWOOD SEATING ADDITION

PROJECT SUMMARY		PROJECT SUMMARY		PROJECT SUMMARY		PROJECT SUMMARY		PROJECT SUMMARY				
CITY	ACCESSIBILITY CODE	BUILDING CODE	INTERNATIONAL CODE	MERGANDAL CODE	PLUMBING CODE	STRUCTURAL CODE	ENERGY CODE	TRAILER SAFETY CODE	OPERATING CLASSIFICATION	SEWER ZONE	CONSTRUCTION TYPE	STORIES FINISHED
MO	2010 International Building Accessibility Code	2010 International Building Code	2010 International Building Code	2010 International Building Code	2010 International Building Code	2010 International Building Code	2010 International Building Code	2010 International Building Code				



OCCUPANCY COUNT		OCCUPANCY COUNT		OCCUPANCY COUNT		OCCUPANCY COUNT	
Room Number	Code	Area	Occupants	Room Area	SF Per Person	Occupants	Total Occupants
TOTAL LF							

PLUMBING FIXTURE REQUIREMENTS		PLUMBING FIXTURE REQUIREMENTS		PLUMBING FIXTURE REQUIREMENTS	
Room	Quantity	Room	Quantity	Room	Quantity

DRAWING INDEX		DRAWING INDEX		DRAWING INDEX	
SHEET NUMBER	SHEET NAME	ISSUE DATE	REVISION DATE	SHEET NUMBER	SHEET NAME

PERMITTING

STATE OF MISSOURI
DEPARTMENT OF REVENUE
DIVISION OF PERMITTING
1001 EAST WASHINGTON
JEFFERSON CITY, MO 64103
314-875-2000

PROJECT CONTACTS

PROJECT MANAGER
1220 S. KIRKWOOD RD.
KIRKWOOD, MO 63122
314-875-2000

APPROVED
[Signature]
DATE: 11/12/11

SYMBOL LEGEND

WALL, CEILING, FLOOR, DOOR, WINDOW, etc.

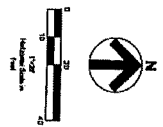
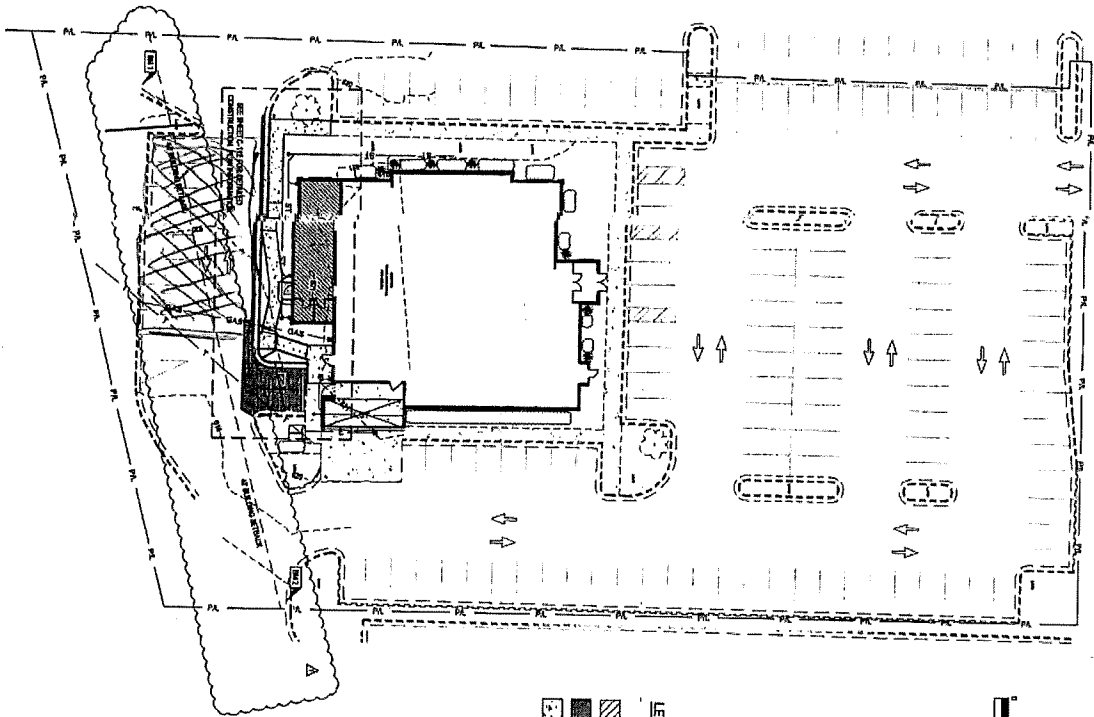
MATERIAL LEGEND

CONCRETE, GYPSUM BOARD, INSULATION, etc.

ABBREVIATIONS

AC, AD, AE, AF, AG, AH, AI, AJ, AK, AL, AM, AN, AO, AP, AQ, AR, AS, AT, AU, AV, AW, AX, AY, AZ, BA, BB, BC, BD, BE, BF, BG, BH, BI, BJ, BK, BL, BM, BN, BO, BP, BQ, BR, BS, BT, BU, BV, BW, BX, BY, BZ, CA, CB, CC, CD, CE, CF, CG, CH, CI, CJ, CK, CL, CM, CN, CO, CP, CQ, CR, CS, CT, CU, CV, CW, CX, CY, CZ, DA, DB, DC, DD, DE, DF, DG, DH, DI, DJ, DK, DL, DM, DN, DO, DP, DQ, DR, DS, DT, DU, DV, DW, DX, DY, DZ, EA, EB, EC, ED, EE, EF, EG, EH, EI, EJ, EK, EL, EM, EN, EO, EP, EQ, ER, ES, ET, EU, EV, EW, EX, EY, EZ, FA, FB, FC, FD, FE, FF, FG, FH, FI, FJ, FK, FL, FM, FN, FO, FP, FQ, FR, FS, FT, FU, FV, FW, FX, FY, FZ, GA, GB, GC, GD, GE, GF, GG, GH, GI, GJ, GK, GL, GM, GN, GO, GP, GQ, GR, GS, GT, GU, GV, GW, GX, GY, GZ, HA, HB, HC, HD, HE, HF, HG, HH, HI, HJ, HK, HL, HM, HN, HO, HP, HQ, HR, HS, HT, HU, HV, HW, HX, HY, HZ, IA, IB, IC, ID, IE, IF, IG, IH, II, IJ, IK, IL, IM, IN, IO, IP, IQ, IR, IS, IT, IU, IV, IW, IX, IY, IZ, JA, JB, JC, JD, JE, JF, JG, JH, JI, JJ, JK, JL, JM, JN, JO, JP, JQ, JR, JS, JT, JU, JV, JW, JX, JY, JZ, KA, KB, KC, KD, KE, KF, KG, KH, KI, KJ, KK, KL, KM, KN, KO, KP, KQ, KR, KS, KT, KU, KV, KW, KX, KY, KZ, LA, LB, LC, LD, LE, LF, LG, LH, LI, LJ, LK, LL, LM, LN, LO, LP, LQ, LR, LS, LT, LU, LV, LW, LX, LY, LZ, MA, MB, MC, MD, ME, MF, MG, MH, MI, MJ, MK, ML, MM, MN, MO, MP, MQ, MR, MS, MT, MU, MV, MW, MX, MY, MZ, NA, NB, NC, ND, NE, NF, NG, NH, NI, NJ, NK, NL, NM, NN, NO, NP, NQ, NR, NS, NT, NU, NV, NW, NX, NY, NZ, OA, OB, OC, OD, OE, OF, OG, OH, OI, OJ, OK, OL, OM, ON, OO, OP, OQ, OR, OS, OT, OU, OV, OW, OX, OY, OZ, PA, PB, PC, PD, PE, PF, PG, PH, PI, PJ, PK, PL, PM, PN, PO, PP, PQ, PR, PS, PT, PU, PV, PW, PX, PY, PZ, QA, QB, QC, QD, QE, QF, QG, QH, QI, QJ, QK, QL, QM, QN, QO, QP, QQ, QR, QS, QT, QU, QV, QW, QX, QY, QZ, RA, RB, RC, RD, RE, RF, RG, RH, RI, RJ, RK, RL, RM, RN, RO, RP, RQ, RR, RS, RT, RU, RV, RW, RX, RY, RZ, SA, SB, SC, SD, SE, SF, SG, SH, SI, SJ, SK, SL, SM, SN, SO, SP, SQ, SR, SS, ST, SU, SV, SW, SX, SY, SZ, TA, TB, TC, TD, TE, TF, TG, TH, TI, TJ, TK, TL, TM, TN, TO, TP, TQ, TR, TS, TT, TU, TV, TW, TX, TY, TZ, UA, UB, UC, UD, UE, UF, UG, UH, UI, UJ, UK, UL, UM, UN, UO, UP, UQ, UR, US, UT, UU, UV, UW, UX, UY, UZ, VA, VB, VC, VD, VE, VF, VG, VH, VI, VJ, VK, VL, VM, VN, VO, VP, VQ, VR, VS, VT, VU, VV, VW, VX, VY, VZ, WA, WB, WC, WD, WE, WF, WG, WH, WI, WJ, WK, WL, WM, WN, WO, WP, WQ, WR, WS, WT, WU, WV, WW, WX, WY, WZ, XA, XB, XC, XD, XE, XF, XG, XH, XI, XJ, XK, XL, XM, XN, XO, XP, XQ, XR, XS, XT, XU, XV, XW, XX, XY, XZ, YA, YB, YC, YD, YE, YF, YG, YH, YI, YJ, YK, YL, YM, YN, YO, YP, YQ, YR, YS, YT, YU, YV, YW, YX, YY, YZ, ZA, ZB, ZC, ZD, ZE, ZF, ZG, ZH, ZI, ZJ, ZK, ZL, ZM, ZN, ZO, ZP, ZQ, ZR, ZS, ZT, ZU, ZV, ZW, ZX, ZY, ZZ.

PROPOSED SITE PLAN



LEGEND

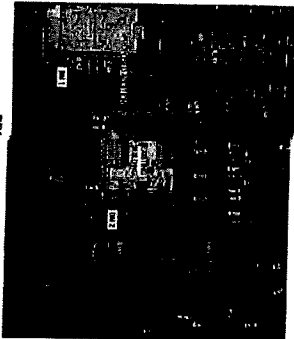
	CONSTRUCTION EASEMENT
	PROPOSED ASPHALT ACCESS
	PROPOSED DRIVEWAY/PAVEMENT
	PROPOSED CONCRETE

**OVERALL DEVELOPMENT (KIRKWOOD COMMONS)
SHOPPING CENTER CALCULATIONS**

OVERALL BUILDING AREA	EXISTING: 517,762 S.F.	PROPOSED: 504,207 S.F.
OVERALL PARKING AREA	2,886 SPACES	2,882 SPACES
OPEN SPACE	1,528,740 S.F. (35.16 AC)	1,528,740 S.F. (35.16 AC)
	1,202,174 S.F. (27.71 AC)	1,202,174 S.F. (27.71 AC)

SITE STATISTICS

PROJECT AREA	6,125 S.F. (141.6 AC)
LANDSCAPE AREA	840 S.F. (19.1 AC)
EXISTING PAVED DRIVE	1,248 S.F. (28.7 AC)
AMBITIOUS AREAS (INCLUDING BUILDING FOOTPRINT)	4,485 S.F. (103.0 AC)
PROPOSED	4,485 S.F. (103.0 AC)
LANDSCAPE	840 S.F. (19.1 AC)
PROPOSED	791 S.F. (18.2 AC)
SITES	
EXISTING	277
PROPOSED	311
PARKING SPACES	
EXISTING	15
PROPOSED	127
PARKING DRIVE	
EXISTING	1791 S.F. (41.1 AC)
PROPOSED	45
REQUIRED PAVING	
EXISTING	5163



PROJECT LOCATION MAP
 WITH STATE REFERENCE ONLY

REQUIREMENTS
 OF THE
 MISSOURI
 DEPARTMENT OF
 REVENUE

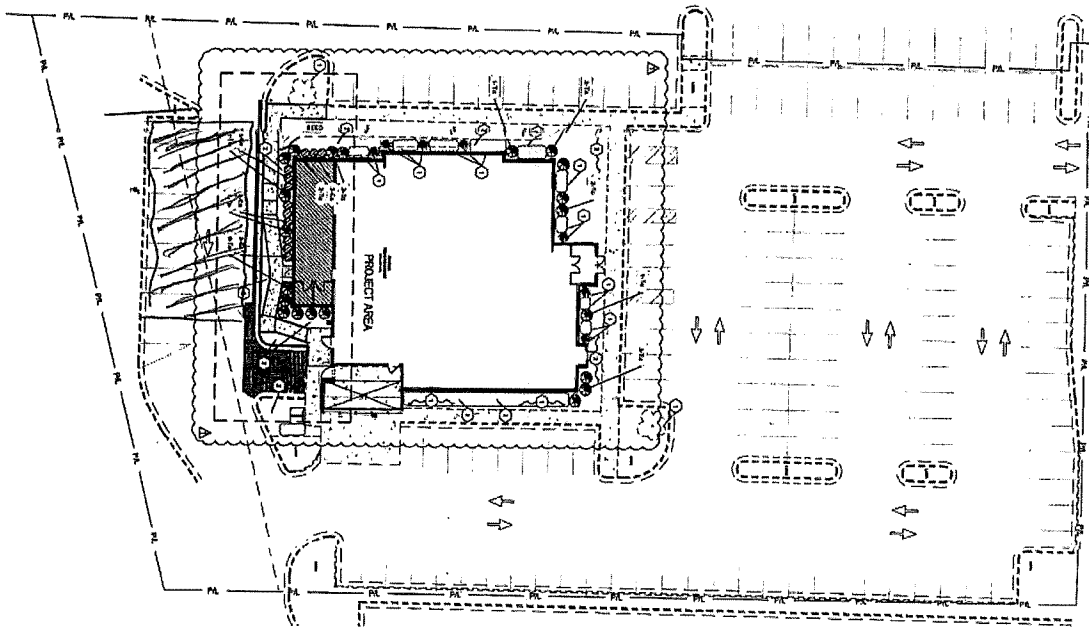


C-111

The Consultant Guarantees that the work shown on this drawing was prepared by the Consultant or under the direct supervision of the Consultant. The Consultant shall be responsible for the accuracy of the information shown on this drawing. The Consultant shall not be responsible for the accuracy of the information shown on this drawing if the information was obtained from a third party. The Consultant shall not be responsible for the accuracy of the information shown on this drawing if the information was obtained from a third party. The Consultant shall not be responsible for the accuracy of the information shown on this drawing if the information was obtained from a third party.

TEXAS *landscapes*
 1220 S. KIRKWOOD RD.
 KIRKWOOD, MO 63122

Professional Engineer
 License No. 05719177



PROPOSED LANDSCAPE PLAN

LANDSCAPE KEY NOTES

1. LANDSCAPE KEY NOTES TO BE USED IN ALL PROJECTS.
2. LANDSCAPE KEY NOTES TO BE USED IN ALL PROJECTS.

SEEDING

1. GRASS SEED SHALL BE FERTILIZED AND SOAKED IN WATER FOR 24 HOURS PRIOR TO APPLICATION.
2. ALL SOIL TO BE SEED SHALL BE TESTED FOR PHOSPHORUS AND POTASSIUM.
3. SEEDING SHALL BE DONE IN A MANNER THAT PROVIDES FOR PROPER SEED DISTRIBUTION AND SOAKING.
4. SEEDING SHALL BE DONE IN A MANNER THAT PROVIDES FOR PROPER SEED DISTRIBUTION AND SOAKING.

Species	Quantity (per 1000 sq ft)	Rate (per 1000 sq ft)
Grass	1000	1000
Flowers	1000	1000
Shrubs	1000	1000
Trees	1000	1000

LANDSCAPE NOTES

1. CONSTRUCTION SHALL BE DONE IN A MANNER THAT PROVIDES FOR PROPER SEED DISTRIBUTION AND SOAKING.
2. CONSTRUCTION SHALL BE DONE IN A MANNER THAT PROVIDES FOR PROPER SEED DISTRIBUTION AND SOAKING.

IRRIGATION NOTE

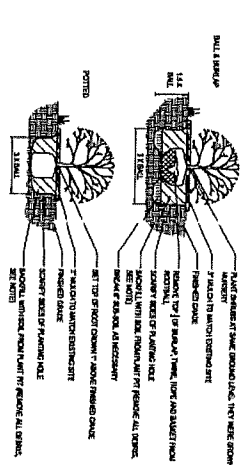
1. IRRIGATION SHALL BE DONE IN A MANNER THAT PROVIDES FOR PROPER SEED DISTRIBUTION AND SOAKING.
2. IRRIGATION SHALL BE DONE IN A MANNER THAT PROVIDES FOR PROPER SEED DISTRIBUTION AND SOAKING.

GUARANTEE

1. THE CONTRACTOR SHALL GUARANTEE ALL PLANTS FOR A PERIOD OF ONE (1) YEAR FROM DATE OF PLANTING.
2. THE CONTRACTOR SHALL GUARANTEE ALL PLANTS FOR A PERIOD OF ONE (1) YEAR FROM DATE OF PLANTING.

GENERAL

1. ALL PLANTS SHALL BE PLANTED IN A MANNER THAT PROVIDES FOR PROPER SEED DISTRIBUTION AND SOAKING.
2. ALL PLANTS SHALL BE PLANTED IN A MANNER THAT PROVIDES FOR PROPER SEED DISTRIBUTION AND SOAKING.



PLANTING DETAIL SHRUBS

LANDSCAPE LEGEND

PROPOSED LAND AREA SET SEEDING RATE: 1000 LBS PER ACRE

PLANT QUANTITY AND SYMBOLS

PROPOSED LANDSCAPE SET PROPOSED SIZE

EXISTING TREE

EXISTING SHRUB

PLANT LIST

Plant Name	Quantity	Symbol
Grass	1000	(Symbol)
Flowers	1000	(Symbol)
Shrubs	1000	(Symbol)
Trees	1000	(Symbol)

Know what's below
Call before you dig.

15-130
 GMP GROUP
 05/19/17

TEXAS *landscaping*
 1220 S. KIRKWOOD RD.
 KIRKWOOD, MO 63122

**APPLICATION FOR TEMPORARY
OUTDOOR PROMOTIONAL VARIANCE**

Business or Organization Seeking Variance:

612 Kitchen & Cocktails

Name of Business Owner or Manager Seeking Variance:

Devin Graham

Address or Location of Variance Site:

612 W. Umbone Ave

Description of Activity Needing Variance Including Dates and Times:

parking lot dining Tues-Fri 3-10pm

Applicant's Telephone Number: (314) 422-4473

Email Address, if applicable: devin@612kitchen.com

If Applicant is not the Property Owner Provide Name and Contact Phone Number of Owner or Property Manager*: Devin Graham (314) 507-0791

*Approval from the Property Owner or Property Manager, prior to submittal to City of Kirkwood.

How Many Parking Spaces Will Be Affected: 7

Signature of Applicant
Or Applicant's Representative

5/11/20
Date

If Possible, please sketch an approximate location of the event in relation to closest buildings.

Return this completed form to Laurie Asche, City Clerk, via fax (314-822-5863) or email:
laschelb@kirkwoodmo.org

MEMORANDUM

TO: MAYOR & CITY COUNCIL
FROM: JONATHAN D. RAICHE, PLANNING & DEV. DIRECTOR

SUBJECT: 612 KITCHEN & COCKTAILS – TEMPORARY OUTDOOR SEATING

DATE: MAY 14, 2020

CC: RUSS HAWES, CAO
BILL BENSING, PUBLIC SERVICES DIRECTOR
JOHN HESSEL, CITY ATTORNEY
LAURIE ASCHE, CITY CLERK



WHERE COMMUNITY AND SPIRIT MEET

Due to the decreased occupancy allowances for restaurants put in place by St. Louis County in response to the COVID-19 pandemic, City Staff has received multiple inquiries from local restaurants regarding the ability to operate temporary outdoor seating areas to help off-set their decreased occupancy numbers. In an effort to work alongside our businesses, Staff identified the existing Temporary Outdoor Promotional Variance procedure as an available process. This process has been slightly altered due to the extended timeline attached to these requests by requiring input from the following departments: Fire, Police, Building, Engineering, and Planning.

612 Kitchen & Cocktails has requested temporary outdoor seating with details included in their attached application, site diagram, and additional details provided via email to Staff. The details of their request have been included in the conditions listed below. Due to the substantial decrease in occupancy permitted within the restaurant, Staff believes the request is appropriate and would not have a negative impact as long as the following conditions are applied:

- 1) Approval shall be limited to the following:
 - a. 7 tables to accommodate a total of 28 patrons
 - b. Hours of operation: Tuesday through Sunday 3pm – 10pm
 - c. Seating would be utilized until either St. Louis County restrictions for reduced occupancy are removed or until September 30, 2020, whichever occurs first
 - d. Tables would be located over the parking spaces directly adjacent to the west side of the building and would eliminate 8 parking spaces
- 2) If tents, electrical connections, or heaters are desired to be used, proper permits shall be sought and inspections by the Fire and Building Departments shall be conducted.
- 3) Prior to set-up, an exact layout of tables shall be provided to the Fire Marshal and Building Commissioner for egress review and other safety-related access concerns. Said egress shall be maintained at all times.
- 4) A combination of temporary metal barricades and vehicle deterrents (parking lot wheel stops, concrete traffic barriers, concrete planters, etc.) shall be installed prior to use. Placement and spacing of said items shall be approved by the Fire Marshal and Building Commissioner.
- 5) Prior to using the outdoor seating, an inspection shall be conducted by the Fire Marshal and/or Building Commissioner.
- 6) If the City finds that the temporary outdoor seating use causes a public health or safety issue after approval, said approval may be revoked.
- 7) Said approval is contingent upon satisfying all conditions listed above. Failure to comply with all conditions could result in revocation of said approval.

dbine Ave



ATM



612 Kitchen & Cocktails
Takeout • Delivery



Da