



**Kirkwood City Council
Agenda
Kirkwood City Hall
Council Chambers
139 South Kirkwood Road
Kirkwood, MO 63122
Thursday, June 16, 2022, 7:00 p.m.
*Revised & Posted on June 15, 2022***

- I. PLEDGE OF ALLEGIANCE**
- II. ROLL CALL**
- III. INTRODUCTIONS AND RECOGNITIONS - NONE**
- IV. PRESENTATIONS**
 - 1. Urban Forestry Commission Advocate of the Year Award
- 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 June 2, 2022 Council Meeting Minutes
- b) Resolution 77-2022, appointing Jennifer Bean to the Human Rights Commission for a term to June 2025
- c) Resolution 78-2022, accepting the bid of Central Auto Rebuilders, Inc. at the rates provided in the bid tab sheet, amount not to exceed budgeted funds, for Automotive Body Repair Services for vehicles weighing less than 10,000 pounds GVW for the Fleet Department for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval and authorizing and directing the Mayor to enter into a contract
- d) Resolution 79-2022, amending Resolution 71-2022 by increasing the purchase order amount by \$230 for a total not to exceed amount of \$29,402 for the purchase of a 2023 Chevrolet Traverse from Don Brown Chevrolet for the Police Department (pursuant to MoDOT Cooperative Contract) and authorizing and directing the Director of Procurement to issue a Purchase Order



- e) Resolution 84-2022, appointing Noelle Seymour to the Landmarks Commission for a term to June 2025

VIII. UNFINISHED BUSINESS

1. Bill 10934, granting a Special Use Permit for outdoor dining and approving the Site Plan at 11111 Manchester Road (Taco Buddha) subject to certain conditions
2. Bill 10935, appropriating \$62,400 from the Equitable Sharing Fund Balance to the Police Department Machinery and Equipment Account, and accepting the Single Source Proposal of Sig Sauer in the amount of \$62,400 for the purchase of 80 Sig Sauer P320 Pistol Slides and Optics for the Police Department and authorizing and directing the Director of Procurement to issue a Purchase Order
3. Bill 10936, appropriating \$11,000 from the Equitable Sharing Fund Balance to the Police Department Training Account, and accepting the Single Source Proposal of Calibre Press in the amount of \$11,000 for the purchase of two Use of Force Training Seminars for the Police Department and authorizing and directing the Director of Procurement to issue a Purchase Order

IX. NEW BUSINESS

1. Resolution 80-2022, accepting the bid of Elliott Equipment in the amount of \$279,200 (pursuant to Sourcewell Cooperative Contract) for the purchase of a Side Loader Sanitation Truck for the Sanitation Department and authorizing and directing the Director of Procurement to issue a Purchase Order
2. Resolution 81-2022, accepting the single source proposal of ETAP in the amount of \$38,487 for the purchase of ETAP Software Licensing for the Electric Department and authorizing and directing the Director of Procurement to issue a Purchase Order
3. Resolution 82-2022, accepting the single source proposal of Survalent Technology in the amount of \$55,870 for the purchase of SCADA system upgrades for the Electric Department and authorizing and directing the Director of Procurement to issue a Purchase Order
4. Resolution 83-2022, authorizing the City of Kirkwood to provide insurance coverage at an annual cost of \$664,571, effective July 1, 2022 through June 1, 2023

X. CONSENT AGENDA ITEMS FOR DISCUSSION (IF ANY)

XI. CITY COUNCIL REPORTS

XII. CHIEF ADMINISTRATIVE OFFICER REPORTS

XIII. CITY ATTORNEY REPORTS

XIV. CITY CLERK REPORTS

1. Planning & Zoning Commission meeting reports (if any)
2. Upcoming Public Hearings (if any)

XV. MEETING ADJOURNMENT

The next regular meeting of the Kirkwood City Council will take place at **7:00 p.m. on July 7, 2022.**



CONTINUED ITEMS
NONE

TABLED ITEMS
NONE

Kirkwood City Council: Mayor Tim Griffin, Council Members Maggie Duwe, Liz Gibbons, Nancy Luetzow, Bob Sears, Wallace Ward, and Mark Zimmer

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 June 2, 2022 Council Meeting Minutes
- b) Resolution 77-2022, appointing Jennifer Bean to the Human Rights Commission for a term to June 2025
- c) Resolution 78-2022, accepting the bid of Central Auto Rebuilders, Inc. at the rates provided in the bid tab sheet, amount not to exceed budgeted funds, for Automotive Body Repair Services for vehicles weighing less than 10,000 pounds GVW for the Fleet Department for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval and authorizing and directing the Mayor to enter into a contract
- d) Resolution 79-2022, amending Resolution 71-2022 by increasing the purchase order amount by \$230 for a total not to exceed amount of \$29,402 for the purchase of a 2023 Chevrolet Traverse from Don Brown Chevrolet for the Police Department (pursuant to MoDOT Cooperative Contract) and authorizing and directing the Director of Procurement to issue a Purchase Order
- e) Resolution 84-2022, appointing Noelle Seymour to the Landmarks Commission for a term to June 2025



WHERE COMMUNITY AND SPIRIT MEET™

DRAFT

Kirkwood City Council Meeting Minutes Kirkwood City Hall Thursday, June 2, 2022, 7:00 p.m.

Pursuant to notice of meeting duly given by the Mayor, the City Council convened on Thursday, June 2, 2022, at 7:00 p.m. at Kirkwood City Hall, 139 South Kirkwood Road, Kirkwood, Missouri. Present were Mayor Griffin, Council Members Duwe, Gibbons, Luetzow, Sears, Ward and Zimmer. Also in attendance were Chief Administrative Officer Russell Hawes, City Clerk Laurie Asche, Deputy City Clerk Kim Sansegraw, Planning & Development Services Director Jonathan Raiche, Communications Manager Freddy Doss, and Assistant City Attorney Jackie Graves.

MOTION TO AMEND THE AGENDA

Mayor Griffin reported that the City of Kirkwood received notification that the petitioner for the proposal granting the property owner of 747 North Harrison, Kirkwood, Missouri, authorization for an encroachment wishes to withdraw. Motion was made by Council Member Ward and seconded by Council Member Zimmer to amend the agenda to remove Resolution 76-2022 from the agenda. The motion was unanimously approved.

Resolution 76-2022 was removed from the agenda.

INTRODUCTIONS AND RECOGNITIONS

NONE

PRESENTATIONS

NONE

PUBLIC HEARINGS

NONE

PUBLIC COMMENT

NONE

CONSENT AGENDA

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

- a) Approval of the May 19, 2022 Council Meeting Minutes
- b) Resolution 71-2022, accepting the bid of Don Brown Chevrolet in the amount of \$29,172 (pursuant to MoDOT Cooperative Contract) for the purchase of a 2023 Chevrolet Traverse for the Police Department and authorizing and directing the Director of Procurement to issue a Purchase Order



WHERE COMMUNITY AND SPIRIT MEET*

DRAFT

- c) Resolution 72-2022, accepting the bid of Leo M. Ellebracht Company in the amount of \$24,582 for the purchase of Elkhart Brass Fire Attack Nozzles for the Fire Department and authorizing and directing the Director of Procurement to issue a Purchase Order
- d) Resolution 73-2022, accepting the bid of Enterprise Consulting Group in the amount of \$69,828.40 for the purchase of VDI Servers for the MIS Department and authorizing and directing the Director of Procurement to issue a Purchase Order

UNFINISHED BUSINESS

Bill 10929, changing the zoning from R-4 Single-Family Residential District to R-MM Missing Middle Residential District on property known as 10414 Big Bend Boulevard being an approximately 0.49 acre site on the south side of Big Bend Boulevard and directing such change in the Zoning District Map was brought before the council.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Ward	"Yes"
Council Member Zimmer	"Yes"
Council Member Duwe	"Yes"
Council Member Gibbons	"Yes"

The bill, having received majority approval of the Council, was adopted and became Ordinance 10760.

Motion was made by Council Member Luetzow and seconded by Council Member Duwe to bring Substitute Bill 10932 on the floor for consideration. The motion was unanimously approved.

Substitute Bill 10932, granting a Special Use Permit for outdoor use at an Animal Facility, Minor, and approving the Site Plan at 10936 Manchester Road, subject to certain conditions was brought before the council. A discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Ward	"Yes"
Council Member Zimmer	"No"
Council Member Duwe	"Yes"
Council Member Gibbons	"Yes"



WHERE COMMUNITY AND SPIRIT MEET*

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The bill, having received majority approval of the Council, was adopted and became Ordinance 10761.

Bill 10933, appropriating \$305,038 from the Fund Balance to the Building and Site Improvement Account, Project #TR2301, and accepting the proposal of Mackey Mitchell Architects in the amount not to exceed of \$451,523 (which includes a contingency of \$32,000) for Professional Design Services for TAP-5502(613) Rehabilitation of the Historic Kirkwood Train Station and authorizing and directing the Mayor to enter into a contract was brought before the council.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Ward	"Yes"
Council Member Zimmer	"Yes"
Council Member Duwe	"Yes"
Council Member Gibbons	"Yes"

The bill, having received majority approval of the Council, was adopted and became Ordinance 10762.

NEW BUSINESS

Bill 10934, granting a Special Use Permit for outdoor dining and approving the Site Plan at 11111 Manchester Road (Taco Buddha) subject to certain conditions was brought before the council. Motion was made by Council Member Duwe and seconded by Council Member Ward to accept the bill for first reading approval. A discussion took place. Staff will work with the applicant about concerns regarding traffic flow and safety and provide the City Council with recommendations.

The bill received first reading approval and was held over.

Bill 10935, appropriating \$62,400 from the Equitable Sharing Fund Balance to the Police Department Machinery and Equipment Account, and accepting the Single Source Proposal of Sig Sauer in the amount of \$62,400 for the purchase of 80 Sig Sauer P320 Pistol Slides and Optics for the Police Department and authorizing and directing the Director of Procurement to issue a Purchase Order was brought before the council. Motion was made by Council Member Ward and seconded by Council Member Duwe to accept the bill for first reading approval.

The bill received first reading approval and was held over.



WHERE COMMUNITY AND SPIRIT MEET*

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Bill 10936, appropriating \$11,000 from the Equitable Sharing Fund Balance to the Police Department Training Account, and accepting the Single Source Proposal of Calibre Press in the amount of \$11,000 for the purchase of two Use of Force Training Seminars for the Police Department 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 Zimmer to accept the bill for first reading approval. A discussion took place.

The bill received first reading approval and was held over.

Resolution 74-2022, authorizing the Mayor to execute the Municipal Housing and Community Development Cooperation Agreement of 2021-2023 and Supplemental Agreements thereto with St. Louis County with regard to the Housing and Community Development Act of 1974 as amended was brought before the council. Motion was made by Council Member Ward and seconded by Council Member Zimmer to accept the Resolution as read. A discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Ward	"Yes"
Council Member Zimmer	"Yes"
Council Member Duwe	"Yes"
Council Member Gibbons	"Yes"

Resolution 75-2022, accepting the bid of Elliott Equipment in the amount of \$266,200 (pursuant to Sourcewell Cooperative Contract) for the purchase of a Side Loader Sanitation Truck for the Sanitation Department and authorizing and directing the Director of Procurement to issue a Purchase 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. A discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Ward	"Yes"
Council Member Zimmer	"Yes"
Council Member Duwe	"Yes"
Council Member Gibbons	"Yes"



WHERE COMMUNITY AND SPIRIT MEET*

DRAFT

CONSENT AGENDA ITEMS FOR DISCUSSION NONE

CITY COUNCIL REPORTS

Mayor Griffin reported that the opening night of the pre-Broadway show of The Karate Kid at the Performing Arts Center on June 1st was a success. The City Council looked ahead and had vision for the development of the Performing Arts Center and what was best for the Kirkwood community and City of Kirkwood.

Council Member Gibbons questioned what the City of Kirkwood is doing with the State issued ARPA funds, and how are decisions being made on what projects are applied for. Chief Administrative Officer Russ Hawes informed the Council that this will be a topic for a future work session.

CHIEF ADMINISTRATIVE OFFICER REPORT

Mr. Hawes reported that the opening night of The Karate Kid at the Performing Arts Center was successful and commended the City Council on their vision to build the Performing Arts Center.

CITY ATTORNEY REPORT

Ms. Graves had nothing to report.

CITY CLERK REPORT

Ms. Asche read the report of the June 1, 2022 meeting of the Planning and Zoning Commission. The following action was taken:

1. After a presentation by NJL Custom Homes and staff for a six-lot subdivision developed as a Community Unit Plan, Commissioners Klippel, Scott, and Feiner were appointed to the subcommittee. The Subcommittee will meet on site June 6, 2022, at 2 p.m.
2. By a vote of 7-0, the Commission passed a resolution recognizing Administrative Assistant Patti Dodel for her vital role in the work of the Planning and Zoning Commission during her nearly 44 years of service to the City of Kirkwood and congratulating her on her June 3rd retirement.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 7:40 p.m. The next regular council meeting is scheduled for June 16, 2022 at 7:00 p.m.

Laurie Asche
City Clerk

Approved:

RESOLUTION 77-2022

A RESOLUTION APPOINTING JENNIFER BEAN TO THE HUMAN RIGHTS COMMISSION FOR A TERM TO JUNE 2025.

WHEREAS, the City Council believes that Jennifer Bean should be appointed to the Human Rights Commission for a term to June 2025.

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

SECTION 1. Jennifer Bean hereby appointed to of the Human Rights Commission for a term to June 2025.

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

PASSED AND APPROVED THIS 16TH DAY OF JUNE 2022.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 6/16/2022

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The Human Rights Commission has a vacancy to be filled.

Recommendations and Action Requested:

Appoint Jennifer Bean to the Human Rights Commission for a term to June 2025.

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: 6/6/2022

Authenticated: aschelb

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

 File Attachment

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 File Attachment

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

Select...

Purchasing Director's Comments:

BY: Select...

Date:

Authenticated:

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

 File Attachment

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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:

6-9-22

RESOLUTION 78-2022

A RESOLUTION ACCEPTING THE BID OF CENTRAL AUTO REBUILDERS, INC. AT THE RATES PROVIDED IN THE BID TAB SHEET (A COPY OF WHICH IS ATTACHED HERETO AND INCORPORATED BY REFERENCE HEREIN), AMOUNT NOT TO EXCEED BUDGETED FUNDS, FOR AUTOMOTIVE BODY REPAIR SERVICES FOR VEHICLES WEIGHING LESS THAN 10,000 POUNDS GVW FOR THE FLEET DEPARTMENT FOR AN INITIAL TERM OF 12 MONTHS WITH THE OPTION TO RENEW FOR UP TO FOUR ADDITIONAL 12 MONTH TERMS PENDING BUDGETARY APPROVAL AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, pursuant to law, the City solicited bids for Automotive Body Repair Services for vehicles weighing less than 10,000 pounds GVW for the Fleet Department, and

WHEREAS, the most responsible bid received were that of Central Auto Rebuilders, Inc. at the rates provided in the bid tab sheet (a copy of which is attached hereto and incorporated by reference herein), amount not to exceed budgeted funds, for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval, and which bid acceptance is approved by the Chief Administrative Officer and recommended by the Director of Procurement and the Director of Fleet, and

WHEREAS, funds are available in Account #608-1703-429.66.28.

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

SECTION 1. The bid of Central Auto Rebuilders, Inc. at the rates provided in the bid tab sheet (a copy of which is attached hereto and incorporated by reference herein), amount not to exceed budgeted funds, for Automotive Body Repair Services for vehicles weighing less than 10,000 pounds GVW for the Fleet Department for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval is hereby accepted and approved.

SECTION 2. The Mayor is hereby authorized and directed to enter into a contract with Central Auto Rebuilders, Inc. at the rates provided in the bid tab sheet (a copy of which is attached hereto and incorporated by reference herein), amount not to exceed budgeted funds, for Automotive Body Repair Services for vehicles weighing less than 10,000 pounds GVW for the Fleet Department for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval.

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

PASSED AND APPROVED THIS 16TH DAY OF JUNE 2022.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 6/16/2022

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The City's Fleet Services Department subcontracts auto body repairs beyond our scope of expertise and to remain EPA compliant. The Fleet Services and Procurement Departments sought bids from qualified vendors to perform said auto body repairs in which Central Auto Body Rebuilders was low bidder. The contract shall be in effect for 12 months, with the option to renew for up to four 12 month periods, and rates are based per proposal 13871, Auto Body Repair less than 10,000 GVW.

Recommendations and Action Requested:

Staff is recommending the approval of an annual renewable agreement between the two entities.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$20,000.00 Account #: 60817034296628 Project #: Budgeted: YES

If YES, Budgeted Amount: \$20,000.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

BY: Christopher Wenom Sr. Date: 5/27/2022 Authenticated: Wenomcj

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

 File Attachment

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

Approve

Purchasing Director's Comments:

BY: Sara Foan-Oliver

Date: 6/7/2022

Authenticated: shellers

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



13871_202206071327.pdf
Chrome HTML Document
34.9 KB

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📎 File Attachment

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

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$20,000 in account 608-1703-429-66-28, Accidents to approve the above as requested.

BY: Sandra Stephens

Date: 6/7/2022

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: 6-9-22

June 7, 2022

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Automotive Body Repair Services for Vehicles Weighing Less Than 10,000 lbs. GVW, Bid # 13871

Sealed bids were publicly opened on May 26, 2022.

Bid requests were sent to a total of 58 suppliers; however, only Show Me Auto Body & Restoration and Central Auto Rebuilders, Inc. submitted a response.

The bid was provided to Chris Wenom, Fleet Director, for review. It is recommended that the bid be awarded to Central Auto Rebuilders, Inc., as their hourly rates are the lowest responsive and responsible bid meeting specifications.

Funds are available in account number 608-1703-429-66.28.

Attached is a request from Chris Wenom, Fleet Director, for a resolution authorizing a contract to be issued to Central Auto Rebuilders, Inc., for an initial 12 month term, followed by the option to renew for 4 (four) additional 12 month terms, at the rates provided in their bid response.

Respectfully,

A handwritten signature in black ink that reads "Rachel Shelley". The signature is written in a cursive, flowing style.

Rachel Shelley
Assistant Director of Procurement

1 Automotive Body Repair Services for Vehicles Weighing Less Than 10,000 lbs. GVW

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes
SHOW ME AUTO BODY & RESTO				\$180.00	\$180.00	
CENTRAL AUTO BODY				\$149.00	\$149.00	

1.1 Labor rate for Body Work

Supplier	QTY	UOM	Estimated	Unit Price	Extended	Supplier Notes
SHOW ME AUTO BODY & RESTO 1	1	HOUR		\$65.00	\$65.00	
CENTRAL AUTO BODY	1	HOUR		\$59.00	\$59.00	

1.2 Labor rate for Paint

SHOW ME AUTO BODY & RESTO 1				\$0.00		
CENTRAL AUTO BODY				\$58.00		

1.3 Labor rate Window Replacement

Supplier	QTY	UOM	Estimated	Unit Price	Extended	Supplier Notes
SHOW ME AUTO BODY & RESTO 1	1	HOUR		\$65.00	\$65.00	
CENTRAL AUTO BODY		HOUR		\$0.00		Glass Co.

1.4 Parts markup (if applicable)

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes
SHOW ME AUTO BODY & RESTO 1	1	%		\$25.00	\$25.00	
CENTRAL AUTO BODY		%		\$0.00	\$0.00	

1.5 Material markup (if applicable)

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes
SHOW ME AUTO BODY & RESTO 1	1	ea		\$25.00	\$25.00	
CENTRAL AUTO BODY	1	ea		\$32.00	\$32.00	For every hour of paint, \$32.00 material

Does your facility provide in-house decals and graphics? Specify Normal Operating Hours

No We can order them or we send them out
No but AdGraphics will do at our location M-F 0730 - 1700, Sa 0900 - 1300

1

Manufacturer Manufacturer #

Manufacturer Manufacturer #

Manufacturer Manufacturer #

Manufacturer Manufacturer #

Manufacturer Manufacturer #

Manufacturer Manufacturer #

RESOLUTION 79-2022

A RESOLUTION AMENDING RESOLUTION 71-2022 BY INCREASING THE PURCHASE ORDER AMOUNT BY \$230 FOR A TOTAL NOT TO EXCEED AMOUNT OF \$29,402 FOR THE PURCHASE OF A 2023 CHEVROLET TRAVERSE FROM DON BROWN CHEVROLET FOR THE POLICE DEPARTMENT (PURSUANT TO MODOT COOPERATIVE CONTRACT) AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, the City Council approved Resolution 71-2022 on June 2, 2022 for the purchase of a 2023 Chevrolet Traverse from Don Brown Chevrolet for the Police Department in the amount of \$29,172, and

WHEREAS, vehicle availability has affected the cost of the purchase, and a new quote was received from Don Brown Chevrolet in the amount of \$29,402, and

WHEREAS, staff recommends Resolution 71-2022 be amended by increasing the purchase order amount by \$230 for a total not to exceed amount of \$29,402 for the purchase a 2023 Chevrolet Traverse for the Police Department from Don Brown Chevrolet in the amount of \$29,402 under MoDOT Cooperative Contract #IFB605CO22000067, and

WHEREAS, funds are available in Account #301-1201-600.75.06, Project #PD2302.

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

SECTION 1. Resolution 71-2022 is hereby amended by increasing the purchase order amount by \$230 for a total not to exceed amount of \$29,402 for the purchase of a 2023 Chevrolet Traverse for the Police Department from Don Brown Chevrolet pursuant to MoDOT Cooperative Contract ##IFB605CO22000067.

SECTION 1. The Director of Procurement is hereby authorized and directed to issue a Purchase Order in the amount of \$29,402 to Don Brown Chevrolet under MoDOT Cooperative Contract #IFB605CO22000067 for the purchase of a 2023 Chevrolet Traverse for the Police Department.

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

PASSED AND APPROVED THIS 16TH DAY OF JUNE 2022.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 6/16/2022

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The Kirkwood Police Department wishes to replace a 2012 Ford Escape with a new unmarked police vehicle.

Recommendations and Action Requested:

The Police Department is requesting the City Council approve the expenditure of \$29,402 to Don Brown Chevrolet for the purchase of one 2023 Chevrolet Traverse under State of Missouri Contract 1FB605C022000067. This purchase will be from budgeted Capital Funds. NOTE: This legislation request is to replace approved resolution 71-2022, which was for \$29,172. Vehicle availability has affected the cost, so a new resolution is requested for the slightly higher amount.

Alternatives Available:

Not purchase this vehicle.

Does this project have a public information component? Yes No

Cost: \$29,402.00 Account #: 30112016007506 Project #: pd2302 Budgeted: YES

If YES, Budgeted Amount: \$230,300.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

BY: Brian Murphy

Date: 6/7/2022

Authenticated: folluofd

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:

Amendment to original price approved

BY: Sara Foan-Oliver

Date: 6/8/2022

Authenticated: shellers

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



500521 Resolution Letter Don
Brown - PD - Amendment.doc
Microsoft Word 97 - 2003
Document
26.5 KB



Copy of Kirkwood Traverse
AWD SSV 6-6-22.xlsx
Microsoft Excel Worksheet
30.5 KB

File Attachment

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

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$29,402 in account 301-1201-600-75-06, Rolling Stock, Project PD2302, Detective Vehicle as requested above and is replacing resolution 71-2022.

BY: Sandra Stephens

Date: 6/8/2022

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: 6-10-22

June 8, 2022

To: Russell B. Hawes, Chief Administration Officer

For Your Consideration: 2023 Chevy Traverse, Bid # 500521 - Amendment

Upon ordering the 2023 Chevy Traverse in Northsky Blue Metallic, the City was informed that Don Brown's order bank had closed. A new quote was provided, however, there was a change to the vehicle option and color, which resulted in a slight increase to the total cost.

<u>Vendor – Don Brown Chevrolet</u>	<u>Unit Price</u>
Line Item E / 2023 Chevrolet Traverse	\$26,941.00
Option 2 / AWD ILO 2WD	\$1,948.00
Option 5W4 / SSV Package	\$513.00

Color: Mosaic Black Metallic

Total Vehicle Cost **\$29,402.00**

The City of Kirkwood may use cooperative contracts that are competitively bid. The Missouri Department of Transportation competitively bid **2023 Chevy Traverse** and Don Brown Chevrolet was the lowest responsible and responsive bid. The Missouri Department of Transportation contract number is IFB605CO22000067.

Attached is a request from Brian Murphy, Police Chief, for a resolution authorizing a purchase order in the amount of \$29,402.00 to be issued to Don Brown Chevrolet for the purchase of a **2023 Chevy Traverse** for the Police Department.

Respectfully,

Rachel Shelley
Assistant Director of Procurement



2244 S. Kingshighway, St. Louis, Missouri 63110
 (314)772-1400
dave@donbrownchevrolet.com

ATTN: City of Kirkwood

DATE: 06/06/22

QUOTE

	DESCRIPTION		TOTAL
	MoDOT Contract # IFB605CO22000067		
1	2023 Chevrolet Traverse Item #E -	\$26,941.00	\$26,941.00
1	Option #2 - AWD in lieu of 2WD	\$1,948.00	\$1,948.00
1	Option 5W4 - SSV Package	\$513.00	\$513.00
	*only Black or White Available		\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
GRAND TOTAL			\$29,402.00

If you should have any questions, please don't hesitate to give me a call. Thank you!

Customer Apporval

Dave Helterbrand
 Fleet Department Manager

This quote is good for 30 days

RESOLUTION 71-2022

A RESOLUTION ACCEPTING THE BID OF DON BROWN CHEVROLET IN THE AMOUNT OF \$29,172 (PURSUANT TO MODOT COOPERATIVE CONTRACT) FOR THE PURCHASE OF A 2023 CHEVROLET TRAVERSE FOR THE POLICE DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

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

WHEREAS, staff recommends that the City purchase a 2023 Chevrolet Traverse for the Police Department from Don Brown Chevrolet in the amount of \$29,172 under MoDOT Cooperative Contract #IFB605CO22000067, and

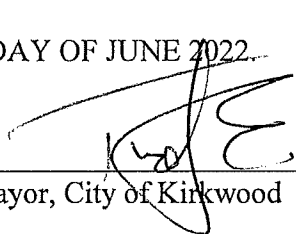
WHEREAS, funds are available in Account #301-1201-600.75.06, Project #PD2302.

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

SECTION 1. The Director of Procurement is hereby authorized and directed to issue a Purchase Order in the amount of \$29,172 to Don Brown Chevrolet under MoDOT Cooperative Contract #IFB605CO22000067 for the purchase of a 2023 Chevrolet Traverse for the Police Department.

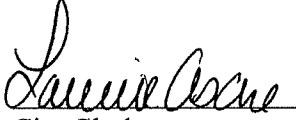
SECTION 2. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 2nd DAY OF JUNE 2022



Mayor, City of Kirkwood

ATTEST:



City Clerk

RESOLUTION 84-2022

A RESOLUTION APPOINTING NOELLE SEYMOUR TO THE LANDMARKS COMMISSION FOR A TERM TO JUNE 2025.

WHEREAS, the City Council believes that Noelle Seymour should be appointed to the Landmarks Commission for a term to June 2025.

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

SECTION 1. Noelle Seymour hereby appointed to of the Landmarks Commission for a term to June 2025.

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

PASSED AND APPROVED THIS 16TH DAY OF JUNE 2022.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 6/16/2022

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

There is a vacancy on the Landmarks Commission for a term to June 2025.

Recommendations and Action Requested:

Appoint Noelle Seymour to the Landmarks Commission for a term to June 2025.

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: 6/15/2022

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: 6-15-22

BILL 10934

ORDINANCE

AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR OUTDOOR DINING AND APPROVING THE SITE PLAN AT 11111 MANCHESTER ROAD (TACO BUDDHA) SUBJECT TO CERTAIN CONDITIONS.

WHEREAS, John Shuff, on behalf of Taco Buddha, LLC, made application (PZ-15-22) for a Special Use Permit for Outdoor Dining and for Site Plan approval for a restaurant with outdoor improvements at 11111 Manchester Road; and

WHEREAS, the Planning and Zoning Commission did on the 20th day of April, 2022, by adopting the Planning and Zoning Commission Subcommittee Report dated April 20, 2022 (attached hereto as Exhibit "A" and incorporated by reference herein), recommend the granting of said Special Use Permit and the approval of the Site Plan after finding that the request met the criteria listed in Section 25-20(e) and Section 25-19(h) of the Zoning and Subdivision Code, subject to certain conditions; and

WHEREAS, the Council did on the 19^h day of May, 2022, hold a public hearing with respect to such application after duly advertising and giving proper notice of such hearing; and

WHEREAS, the Council did find that the granting of such Special Use Permit and the approval of such Site Plan would not substantially increase traffic hazards or congestion, substantially increase fire hazards, adversely affect the character of the neighborhood, adversely affect the general welfare of the community, or overtax public utilities; and

WHEREAS, the Council does find that the granting of such Special Use Permit and the approval of the Site Plan would meet the criteria listed in Sections 25-20(e) and 25-19(h) of the Zoning and Subdivision Code; and

WHEREAS, the Council does further find that the general welfare requires that such Special Use Permit and Site Plan approval be subject to the conditions hereinafter set out.

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

SECTION 1. A Special Use Permit is hereby granted for outdoor dining and a Site Plan for a restaurant with outdoor improvements is approved subject to the following conditions:

1. The project shall be constructed and maintained in accordance with the following plans prepared by Uhlig Architecture and Kaemmerlen Facility Solutions: Architectural Site Plan (one sheet) stamped "Received May 13, 2022, City of Kirkwood Public Services Department"; the Site Planting Layout (one sheet landscape plan) stamped "Received May 13, 2022, City of Kirkwood Public Services Department"; and the Site Lighting Plan (one sheet) stamped "Received May 13, 2022, City of Kirkwood Public Services Department"; except as noted herein.

2. Outdoor Dining shall be confined to the areas indicated as such on the proposed site plan.
3. The Outdoor Dining shall comply with all conditions herein and with Section 25-45(o) of the Zoning and Subdivision Code.
4. The allowable hours of operation for the Outdoor Dining area shall be Monday to Thursday from 7:30 am to 8:30 pm, Friday from 7:30 am to 9:30 pm, Saturday from 9:00 am to 9:30 pm, and Sunday from 10:00 am to 3:00 pm.
5. The covered patio on the east side of the building may be seasonally enclosed pursuant to review and approval of plans by the Architectural Review Board.
6. Outdoor entertainment for the Outdoor Dining areas, both live and recorded, shall be restricted to Monday to Thursday from 7:30 am to 8:30 pm, Friday from 7:30 am to 9:30 pm, Saturday from 9:00 am to 9:30 pm, and Sunday from 10:00 am to 3:00 pm.
7. Existing trees along the north property line under the utility lines may be replaced in future by understory trees.
8. The existing 6' tall privacy fence shall remain on-site or shall be replaced by another minimum 6' tall fence of comparable or greater quality.
9. A revised site plan shall be provided and approved by the Public Services Department prior to issuance of permits that includes (a) movement of the bike racks to the east in order to provide an approved hard surface of at least 6 feet by 6 feet, with aisles of at least 3 feet; (b) specifications for the "Improved Surface Pavement" in the alley at the northeast corner of the site; and (c) replacement of the curbing and sidewalk with concrete along Simmons Avenue.
10. Concrete planter barriers shall be placed in the center curb cut in the instance that the MoDOT work is not complete prior to occupancy of Taco Buddha.
11. Prior to the issuance of occupancy, a traffic signage and striping plan shall be provided to and approved by the Public Services Department; and said signage and striping must be installed as approved.
12. Prior to the issuance of permits, MoDOT shall be provided a copy of the revised site plan and approval correspondence shall be obtained from MoDOT for the removal of the center curb cut on Manchester Road.
13. A fire apparatus plan shall be provided prior to issuance of permits that includes drive lane widths and turn radius as well as distances to nearest 2 fire hydrants.
14. A consolidation plat shall be required with easements as required by the City prior to issuance of permits.

15. A performance guarantee in the form of a cash deposit or letter of credit in an amount approved by the Public Services Department and an administrative fee (10% of the first \$10,000 and 2% of the remaining balance of the performance guarantee) shall be submitted within one year of approval and prior to the issuance of a foundation letter or building permit to insure the completion of the proposed improvements, utilities and landscaping; to replace public improvements damaged by construction activities (sidewalks, curbs, etc.); and to guarantee significant trees designated to be saved. The letter of credit shall be in effect for a minimum of two years and may be extended in minimum six-month intervals as approved by the Department of Public Services. The Letter of Credit shall be drawn from a St. Louis area bank. A portion of the performance guarantee will be held until MoDOT Manchester Road project is complete with the center curb cut removed, landscaping planted, and the island restored.
16. If applicable, storm water management plans shall be submitted to Metropolitan Sewer District (MSD) and City for review and approval prior to the issuance of a grading, foundation or building permit. Storm water greater than one c.f.s. shall not be directed across the public sidewalk or driveway entrances.
17. A Sanitary sewer plan shall be approved by MSD prior to the issuance of a foundation letter or building permit.
18. The water system shall meet the requirements of the Kirkwood Fire and Water Departments. The Fire Department shall approve the water flow for the project. If satisfactory water flow is not available from the existing water system in accordance with City policy, the applicant shall install the necessary mains and accessories.
19. If applicable, a grading permit shall be obtained from the Public Services Department in accordance with the Kirkwood Code of Ordinances prior to any grading on the site. The grading permit shall include a grading plan in accordance with the Code of Ordinances.
20. Erosion and sediment control devices shall be sufficient to protect all off-site property from siltation and shall be installed prior to beginning of any grading or construction. The siltation control measures shall be installed and approved by the Public Services Department prior to issuance of a building permit. These devices shall be maintained during the construction activities.
21. During excavation and construction activities, the area of the site that is disturbed for this project shall be fully enclosed by a 6-foot high chain link fence to prevent the entry of unauthorized persons. The gate for the fence shall be locked during non-working hours.
22. No parking of construction trailers, material storage, equipment storage or construction equipment is authorized on the public streets at any time.
23. Enclosures are required to screen all dumpsters, grease receptacles, and similar items on the site and shall be constructed of sight-proof materials (e.g. masonry, split-faced

concrete masonry units, etc.) similar or complementary to the main building and not less than six feet in height. Latching gates of similar or complementary materials shall be required to completely enclose the dumpster. If the trash enclosure is in disrepair, the fencing may need to be replaced.

24. An accessible route in compliance with ADA standards shall be provided from the proposed accessible parking spaces to the accessible entrance of the building.
25. All new rooftop equipment, air-conditioning units and mechanical equipment shall be completely screened from view of adjoining properties and public right-of-way.
26. The Architectural Review Board shall approve all signs, building architecture, and enclosures prior to the issuance of any building permits.

SECTION 2. The approval of this Special Use Permit and Site Plan shall not authorize any person to unreasonably alter, increase, or redirect the surface water run off so as to cause harm to any person or property.

SECTION 3. The premises and improvements as approved by this Special Use Permit and Site Plan shall be in good working order and maintained in good repair at all times.

SECTION 4. The applicant, by accepting and acting under the Special Use Permit herein granted and the approval of the Site Plan, accepts the approval subject to the reservations, restrictions, and conditions set forth in the Code of Ordinances and in this ordinance and agrees to comply with each provision subject to the penalties prescribed under Section 1-8 of the Code of Ordinances and subject to revocation of this approval in the event such provisions are not complied with.

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

SECTION 6. The applicant further agrees by accepting and acting under this Special Use Permit and Site Plan approval herein granted that this ordinance does not grant applicant any special rights, privileges, or immunities.

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

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

PASSED AND APPROVED THIS ____ day of _____, 2022.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Introduced: May 19, 2022

1st Reading:

2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 5/19/2022

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The applicant is requesting a Special Use Permit (SUP) for Outdoor Dining and Site Plan Review for a full service restaurant with outdoor improvements, including a covered patio building addition on the east and a patio area on the south, both for outdoor dining. The applicant hired a new architect after the P&Z meeting so the site, landscape and lighting plans, while substantially similar to those approved by P&Z, are updated for City Council and thus have later submittal dates. Additional information on the request can be found in the attached P&Z Subcommittee Report and applicant materials.

Recommendations and Action Requested:

At the April 20 Planning and Zoning Commission meeting the project was unanimously approved by the seven members present. A public hearing is requested followed by the City Council's consideration of the ordinance drafted to approve said request, subject to conditions.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$0.00 Account #: n/a Project #: n/a Budgeted: YES

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

Department Head Comments:

BY: Amy Lowry

Date: 5/13/2022

Authenticated: lowryag

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:

5-13-22

**CITY OF KIRKWOOD
PLANNING AND ZONING COMMISSION
SUBCOMMITTEE REPORT
April 20, 2022**

PETITION NUMBER: PZ-15-22

ACTION REQUESTED: SPECIAL USE PERMIT (OUTDOOR DINING) AND SITE PLAN REVIEW
– TACO BUDDHA

PROPERTY OWNER: HARDEES NB, LLC

APPLICANT: TACO BUDDHA, LLC

APPLICANT’S AGENT: JOHN SHUFF

PROPERTY LOCATION: 11111 MANCHESTER ROAD AND 11111 MANCHESTER ROAD A

ZONING: B-3, HIGHWAY BUSINESS DISTRICT

DRAWINGS SUBMITTED: SITE PLAN PACKET (2 SHEETS) PREPARED BY COHEN ARCHITECTURE COMPANY STAMPED “RECEIVED APR 5, 2022, CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT”

SITE PLANTING LAYOUT (1 SHEET) PREPARED BY KAEMMERLEN FACILITY SOLUTIONS, STAMPED “RECEIVED APR 5, 2022, CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT”

LIGHTING PLAN (1 SHEET) PREPARED BY KAEMMERLEN FACILITY SOLUTIONS, STAMPED “RECEIVED MAR 30, 2022, CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT”

DESCRIPTION OF PROJECT:

The applicant plans to purchase the property consisting of two parcels to operate a quick-service, fast-casual restaurant. The former use of the property was a Hardee’s restaurant. The applicant is requesting a Special Use Permit (SUP) for Outdoor Dining and Site Plan Review for a full service restaurant with small building additions on the west and south of the existing building and with outdoor improvements, including a covered patio building addition on the east and a patio area on the south, both for outdoor dining. Additional information about the proposed site plan is included in later sections of this report.

The hours of operation for both the restaurant interior and the outdoor dining are proposed as Monday to Thursday from 7:30 am to 8:30 pm, Friday from 7:30 am to 9:30 pm, Saturday from 9:00 am to 9:30 pm, and Sunday (Brunch) from 10:00 am to 3:00 pm. As part of the outdoor

dining SUP, outdoor entertainment in the form of recorded music through small speakers is also being requested in the same hours of operation. The number of employees is expected to be 20, with 8 on the maximum shift.

COMPREHENSIVE PLAN, LAND USE AND ZONING:

The site is located in the area designated as Corridor Commercial in the EnVision Kirkwood 2035 Future Land Use Map. Development types discussed in this land use category include regional/neighborhood commercial. The subject property consists of 2 lots zoned B-3, Highway Business District. The proposed restaurant use is a permitted use, however, the proposed Outdoor Dining requires a Special Use Permit.

Surrounding land uses and zoning include the following:

To the north: There is a 20' wide alley abutting the north property lines of the subject parcels. North of the alley, there are residential uses zoned R-4, single-family residential.

To the south: Across Manchester Road, there are various retail, office, animal facility, and motor vehicle uses zoned B-3.

To the east: Across Folger Avenue, there are various retail and office uses zoned B-3.

To the west: Across Simmons Avenue, there are dental and medical uses zoned B-3.

DEPARTMENTAL/AGENCY COMMENTS:

Electric: The applicant will coordinate with Kirkwood Electric on new service.

Water: No comments at this time.

Engineering:

1. The site plan states "Improved Surface Pavement" in the alley at the northeast corner of the site. Please be more specific regards to the treatment.
2. In the City's pre-application meetings, discussions were held about separating the alley and access point at the northwest corner of the site. No new curbing or raised island is shown the plans. Please identify so on the plans.
3. In the City's pre-application meetings, discussions were held about the replacement of the curbing and sidewalk with concrete along Simmons Avenue. Please identify on the plans.
4. As shown on the drawings, the middle curb cut on Manchester Road is being removed at the time of the MoDOT work. There shall be concrete planter barriers placed in this curb cut in the instance that the MoDOT work is not complete prior to occupancy of Taco Buddha.

5. Provide MoDOT a copy of the revised site plan and obtain approval correspondence from MoDOT for the removal of the center curb cut on Manchester Road.

Building/Fire: Before a building permit is issued provide the following:

1. Drive lane width and turn radius;
2. Distance to nearest 2 fire hydrants; and
3. Fire hydrant flow test.

Forester: Update the landscape plan to show the 4 existing trees on the property as honey locust and to show understory, instead of canopy, trees planted in the north of the site under the overhead utility wires. The 2 honey locust trees in the north are recommended to be removed and replaced with understory trees.

SITE ELEMENTS ANALYSIS:

Structures

The existing former Hardee's restaurant building will remain on site with proposed alterations and additions, including removal of the drive-through operation and order signs. On the west side of the existing building, a cooler will be extended 158 sq. ft. from the current exterior. On the west and south sides of the existing building, two small building extensions totaling 47 sq. ft. will be added. A covered patio of 494 sq. ft. will be added to the east side of the building and an uncovered patio of 460 sq. ft. will be added on the south side of the building, both for outdoor dining. An uncovered semi-circle gardening area will adjoin the outdoor dining areas southeast of the building. The applicant proposes gabion walls to separate the outdoor areas from the parking lot.

Site Access, Circulation & Parking

The vehicular access from Manchester Road on the east side curb cut of the property will remain unchanged with a 2-way entrance and exit from both Manchester Road and the alley to the northeast. The alley will be repaved from the north vehicular access to Folger Avenue. The vehicular access from Manchester Road on the west side curb cut of the property will be a 2-way entrance and exit, however, upon entrance from Manchester, vehicles will maneuver with right-turn only directional striping in front of the building and then one-way around the building in a counter clockwise direction. The access to and from Simmons Avenue in the northwest will be a 2-way entrance and left-only exit prohibiting a right turn onto Simmons when exiting the property. The middle vehicular access point from Manchester Road will remain in place until the MoDOT Manchester Road resurfacing and improvement project commences in this area; with the MoDOT project, this center access point will be removed and new curbs, sidewalk, and landscaping will be installed. The City Engineer is requesting that concrete planter barriers be placed in this curb cut in the instance that the MoDOT work is not complete prior to occupancy of Taco Buddha. This requirement is included in the recommendation section of the report.

The restaurant use, with a parking rate of 1 space per 100 sq. ft., requires 34 parking spaces and 35 are being provided (including two accessible). At this time, the rear shed is proposed to be

removed to create an additional parking space; the applicant indicated that they may ultimately choose not to expand the parking lot in the area of the existing rear shed for this parking space. If this extra parking space is not created, the project still complies with the minimum parking requirements. The 6 parking spaces on the west side of the property will be reserved for pick-up orders. The restaurant use also requires 1 bicycle rack per 1500 sq. ft. for a total of 3, and 4 U-style racks are proposed. The bike racks must be anchored to an approved hard surface of at least 6 feet by 6 feet, with aisles of at least 3 feet. On the site plan, there may not be a 3-foot aisle for the northwest bike rack; moving the bike racks a few feet to the east will resolve this issue. Said revision is reflected in the recommendation section of this report.

Trash/Recycling

The applicant does not propose any changes to the existing trash enclosure on the northeast side of the property adjacent to the alley. The fence along the north property line is recommended to be required to remain.

Landscaping

There is an approved landscape plan for this site from 1995 with a combined 24 canopy and understory trees provided. For every 100 linear feet of building addition, a minimum of 2 canopy trees, 1 understory tree and 5 type C shrubs shall be provided. The additions extend the western façade by about 10 linear feet and the eastern façade by about 30 linear feet. Therefore, 1 additional canopy and 1 additional understory tree will be required to be planted in the area where the middle vehicular curb cut will be removed. There are 4 remaining trees on the site, however, the City Forester is recommending removal of the 2 honey locust trees in the north of the property under the utility lines and requiring all trees in that area be understory trees. The landscape plan provides for the planting of 8 canopy trees, 14 understory trees, and 44 shrubs, including 4 in the immediate rear of the building. A requirement to revise the landscape plan to incorporate the City Forester's recommendations is included in the recommendation of this report.

Lighting

The proposed lighting plan includes pole-mounted and wall-mounted lights. The proposed lighting fixtures are full cut-off. Some fixtures will be mounted on existing poles, with the fixture heights in compliance with the lighting regulations. The lighting plan does not extend the point-by-point footcandle layout a minimum of 10 feet beyond the lot on the east, south, and west or until the lighting levels reach 0.5 footcandles, and does not include the parking lot only average illumination level. Staff believes the plan will be able to achieve compliance once revised and a condition requiring the revised plan is included in the recommendation section of this report.

DISCUSSION:

A Zoning Matters sign was placed on the property on April 1, 2022. The request was introduced at the Planning & Zoning Commission meeting on April 6, 2022. A subcommittee meeting was conducted on site on April 11, 2022. A list of attendees of the subcommittee meeting may be seen in Exhibit B. At the subcommittee meetings, the following items were discussed:

1. The northwest corner of the site will serve 2-way traffic, with no right turns out to Simmons Avenue.
2. The restrooms are already to code and there will be cosmetic changes on the interior.
3. New rooftop electric or HVAC units will be screened as required.
4. Electrical service will be upgraded to the site.
5. The applicant is providing parking spaces to meet the parking regulations.
6. The City Forester recommends understory trees under the utility lines on the north.
7. The applicant expressed a desire to seasonally enclose the eastern covered patio to extend its use in the winter.
8. The middle entrance to the site will remain until closed with the MoDOT Manchester Road project. This item was later revised with a recommendation by the City Engineer to install concrete planters as an interim closure.

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

RECOMMENDATION:

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

1. The project shall be constructed and maintained in accordance with the plans referenced in the Drawing Submitted portion of this report, except as noted herein.
2. Outdoor Dining shall be confined to the areas indicated as such on the proposed site plan.
3. The Outdoor Dining shall comply with all conditions herein and with Section 25-45(o) of the Zoning and Subdivision Code.
4. The allowable hours of operation for the outdoor dining area shall be Monday to Thursday from 7:30 am to 8:30 pm, Friday from 7:30 am to 9:30 pm, Saturday from 9:00 am to 9:30 pm, and Sunday from 10:00 am to 3:00 pm.
5. The covered patio on the east side of the building may be seasonally enclosed pursuant to review and approval of plans by the Architectural Review Board.
6. Outdoor entertainment for the Outdoor Dining areas, both live and recorded, shall be restricted to Monday to Thursday from 7:30 am to 8:30 pm, Friday from 7:30 am to 9:30 pm, Saturday from 9:00 am to 9:30 pm, and Sunday from 10:00 am to 3:00 pm.
7. A revised landscape plan shall be provided prior to the issuance of permits that accurately identifies the existing honey locust trees, shows the existing honey locust trees along the western property line to remain, and includes only understory trees along the north property line under the utility lines.

8. The existing 6' tall privacy fence shall remain on-site or shall be replaced by another minimum 6' tall fence of comparable or greater quality.
9. A revised lighting plan shall be provided prior to issuance of permits that includes a summary table with the average illumination for the parking lot to meet the minimum 1.0 footcandles at finished grade. The revised plan must also extend the point-by-point footcandle layout a minimum of 10 feet beyond the lot on the east, south, and west or until the lighting levels reach 0.5 footcandles, and add the parking lot only average illumination level to the statistics table. If any lighting fixtures are proposed for under the outdoor canopy (other than string lights), they must also be added to the lighting plan.
10. A revised site plan shall be provided and approved by the Public Services Department prior to issuance of permits that includes (a) one-way traffic from north to south on the site on the west side of the building as the drive aisle is less than 22' wide; (b) movement of the bike racks to the east in order to provide an approved hard surface of at least 6 feet by 6 feet, with aisles of at least 3 feet; (c) specifications for the "Improved Surface Pavement" in the alley at the northeast corner of the site; (d) replacement of the curbing and sidewalk with concrete along Simmons Avenue; and (e) concrete planter barriers placed in the center curb cut in the instance that the MoDOT work is not complete prior to occupancy of Taco Buddha.
11. Prior to the issuance of occupancy, a traffic signage and striping plan shall be provided to and approved by the Public Services Department; and said signage and striping must be installed as approved.
12. Prior to the issuance of permits, MoDOT shall be provided a copy of the revised site plan and approval correspondence shall be obtained from MoDOT for the removal of the center curb cut on Manchester Road.
13. A fire apparatus plan shall be provided prior to issuance of permits that includes drive lane widths and turn radius as well as distances to nearest 2 fire hydrants.
14. A consolidation plat shall be required with easements as required by the City prior to issuance of permits.
15. The applicant shall comply with all standard conditions as listed in Exhibit A.

Respectfully submitted,

Jim Adkins

James Diel

EXHIBIT A
STANDARD CONDITIONS

1. The premises and improvements as approved by this Special Use Permit shall be in good working order and maintained in good repair at all times.
2. The applicant, by accepting and acting under the Special Use Permit approval granted, accepts the approval subject to the reservations, restrictions, and conditions set forth in the Code of Ordinances and in the report and agrees to comply with each provision subject to the penalties prescribed under Section 1-8 of the Code of Ordinances and subject to revocation of this approval in the event such provisions are not complied with.
3. A performance guarantee in the form of a cash deposit or letter of credit in an amount approved by the Public Services Department and an administrative fee (10% of the first \$10,000 and 2% of the remaining balance of the performance guarantee) shall be submitted within one year of approval and prior to the issuance of a foundation letter or building permit to insure the completion of the proposed improvements, utilities and landscaping; to replace public improvements damaged by construction activities (sidewalks, curbs, etc.); and to guarantee significant trees designated to be saved. The letter of credit shall be in effect for a minimum of two years and may be extended in minimum six-month intervals as approved by the Department of Public Services. The Letter of Credit shall be drawn from a St. Louis area bank. A portion of the performance guarantee will be held until MoDOT Manchester Road project is complete with the center curb cut removed, landscaping planted, and the island restored.
4. Storm water management plans shall be submitted to Metropolitan Sewer District (MSD) and City for review and approval prior to the issuance of a grading, foundation or building permit. Storm water greater than one c.f.s. shall not be directed across the public sidewalk or driveway entrances.
5. Sanitary sewer plan shall be approved by MSD prior to the issuance of a foundation letter or building permit.
6. The water system shall meet the requirements of the Kirkwood Fire and Water Departments. The Fire Department shall approve the water flow for the project. If satisfactory water flow is not available from the existing water system in accordance with City policy, the applicant shall install the necessary mains and accessories.
7. If applicable, a grading permit shall be obtained from the Public Services Department in accordance with the Kirkwood Code of Ordinances prior to any grading on the site. The grading permit shall include a grading plan in accordance with the Code of Ordinances.
8. Erosion and sediment control devices shall be sufficient to protect all off-site property from siltation and shall be installed prior to beginning of any grading or construction.

The siltation control measures shall be installed and approved by the Public Services Department prior to issuance of a building permit. These devices shall be maintained during the construction activities.

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

**EXHIBIT B
SUBCOMMITTEE MEETINGS ATTENDEES**

P&Z Subcommittee Meeting

Project:

Town Building

Date:

April 11, 2022 8:00 am

Location:

1111 Manchester Rd

Name	Organization
KURT KAEMMERLEN	HFS
Kurt Elber	Town Building
Jim Atkins	P+Z
Jack Schenck	Kirkwood
Greg Johnson	Kirkwood
James Hill	P&Z
LINDS KZULHIC	Kirkwood
Rick McKinley	Kirkwood Election
Amy Lowry	Kirkwood
Jonathan Rame	City of Kirkwood



APPLICATION FOR PLANNING AND ZONING REVIEW

DATE: 2/25/22 CASE NUMBER: PZ-15-22
ZONING DISTRICT: B-3 LOCATOR NUMBER: 22N341353/22N341380
PROJECT ADDRESS: 1111 Manchester Rd, Kirkwood, MO 63122
PROJECT NAME: TACO BUDDHA

ACTION REQUESTED

- CUP, Development Plan or Final Site Plan (circle one)
Development Plan, B4, B5, or R6 (circle one)
Final Site Plan, B4, B5, or R6 (circle one)
[X] Site Plan Review, Minor or Major (circle one)
Site Plan Modification
Alternative Equivalency
Special Use Permit, Category: OUTDOOR DINING
Subdivision, Major
Subdivision Modification
Text Amendment
Vacation, Right-of-Way or Easement (circle one)
Zoning Map Amendment, From to
Comments:

PETITIONER INFORMATION

I (We) hereby certify that I (we) have legal interest in the hereinabove described property and that all information given herein is true and a statement of fact
Name (Print): Taco Buddha, LLC Signature: Kurt Miller Phone No.: 314-269-4476
Mailing Address: 407 Alta Dena Ct City: University City State: MO Zip: 63130
E-mail Address: kurtmiller@gmail.com
Petitioner's Status: [X] Corporation [] Partnership [] Individual
Relationship of Petitioner to Property: [X] Owner [] Tenant [] Option Holder (Attach Copy of Contract) [] Other

AGENT INFORMATION

Agent's Name: John Shuff Signature: [Signature] Phone No.: 314-332-3230
Mailing Address: 1401 S Brentwood Blvd, Suite 900 City: Brentwood State: MO Zip: 63144
E-mail Address: jshuff@paceproperties.com
(NOTE: The petitioner's agent, if listed, shall receive all official communication)

PROPERTY OWNERS

Signature required or submit proof petitioner has legal interest in property.
Name: STEPHAN F BAHN Name: Nick Bahns
Signature: [Signature] Signature: [Signature]
Address: 1111 Manchester Rd Address: 1111 Manchester Rd
City/State/Zip: St-Louis MO 63122 City/State/Zip: St-Louis MO
Phone: 314-503-2001 Phone: 314-322-2020

FOR CITY USE ONLY

Date Received: 2-25-2022 Total Received: \$1,000 Agenda Date:
[] B-4/B-5 Development Plan: \$1,000 + Acres @ \$25/Acre or portion over one acre) = \$
[] B-4/B-5 Final Site Plan: \$1,000
[] B-4/B-5 Final Site Plan Amendment (when public hearing is not required): \$500
[] CUP (Single family), Dev Plan/Preliminary Plat: \$1,000 + Lots @ \$500/Lot = \$
[] CUP (Single family), Final Site Plan/Final Plat: Lots @ \$100/Lot = \$ + 1-1/4% of \$ = \$
[] CUP, (Multi family), Development Plan/Prel. Plat: \$1,000 + Dwelling units @ \$20/Each = \$
[] CUP, (Multi family), Final Site Plan/Final Plat: \$500 + 1-1/4% of = \$
[] CUP, Final Site Plan/Final Plat Amendment: Public Hearing required \$800, Public Hearing not required \$500
[] CUP, Final Site Plan Time Extension: \$300
[] Mixed Use in B2 Development Plan: \$1,000 (includes SPR fee) + \$25/acre or portion over one acre
[] Mixed use in B2 Final Site Plan: \$500
[] Mixed use in B2 Final Site Plan Amendment: Public Hearing required \$800, Public Hearing not required \$500
[] R6 Development Plan: \$1,000 + Dwelling units @ \$20/Unit = \$
[] R6 Final Site Plan: \$500
[] Sidewalk Waiver on feet @ \$30/Foot = \$ = \$
[] Site Plan Review (Major): \$1,000
[] Site Plan Review (Major): Amendment \$800 or Extension: \$300
[] Site Plan Review (Minor): \$500
[] Site Plan Review (Minor) Amendment \$500 or Extension: \$300
[] Special Use Permit: \$1,000 (waived if submitted with Site Plan Review)
[] Special Use Permit Amendment: \$800 (waived if submitted with Site Plan Review)
[] Subdivision (Major), Preliminary Plat Lots @ \$500/Lot = \$
[] Subdivision (Major), Final Plat/Improvement Plans: Lots @ \$100/Lot + 1.25% of \$ = \$
[] Subdivision (Major) Amendment to Final Plat or Improvement Plans: \$200
[] Vacation, Easement: \$100
[] Vacation, Right-of-way: \$200
[] Zoning Code Text Amendment: \$1,000
[] Zoning Map Amendment: \$1,000

SUBCOMMITTEE ()



WHERE COMMUNITY AND SPIRIT MEET[®]

April 1, 2022

John Shuff
Agent for Taco Buddha
1401 S. Brentwood Blvd, Suite 900
Brentwood, MO 63144

SENT VIA EMAIL: jshuff@paceproperties.com

SUBJECT: PZ-15-22; 11111 MANCHESTER RD – TACO BUDDHA
SPECIAL USE PERMIT (OUTDOOR DINING) AND SITE PLAN REVIEW

Dear Mr. Shuff:

The City of Kirkwood Public Services Department is in receipt of your petition for Special Use Permit and Site Plan Review to for a restaurant with outdoor improvements, including outdoor dining, and building additions. This item will be placed on the Planning and Zoning Commission agenda for its **7:00 p.m. meeting Wednesday, April 6, 2022** at Kirkwood City Hall, 139 S. Kirkwood Road. City Staff will make an introduction presentation regarding the request at this meeting. You, or your representative, should attend this meeting to present your information to the Commission and answer any questions the Commission members may have.

The Planning and Zoning Commission will review the application in accordance with the Zoning Code. The Public Services Department has the following comments concerning the application:

1. Update the site plan with the exact dimensions of both of the outdoor dining spaces.
2. Update the lighting plan (1) to extend the point-by-point footcandle layout a minimum of 10 feet beyond the lot on the east, south, and west or until the lighting levels reach 0.5 footcandles, and (2) to add the parking lot only average illumination level to the statistics table. Please also provide catalog cut sheets of proposed fixtures. If any lighting fixtures are proposed for under the outdoor canopy (other than string lights), please add to the lighting plan.
3. The approved 1995 landscape plan for this site had a total of 24 canopy and understory trees. Landscaping for building additions on the east and west sides of the building as per Section 25-59(d) of the Zoning Code requires an additional 1 canopy tree and 1 understory tree – for a total of 26 trees. The landscape plan provides for only 16 trees and 42 shrubs. Additional trees will need to be added to the site and our City Forester may have additional comments regarding the proposed species and locations. The landscape plan will also need to be signed and sealed with the proposed tree species expressed in terms of caliper size – with a 2” minimum for canopy trees and 1½” minimum for understory trees.

4. The project architecture and signs must be approved by the Architectural Review Board. The ARB also will review the existing trash enclosure to see that it has similar or complementary materials to the main building.
5. All work related to this petition must comply with all Kirkwood Ordinances including, but not limited to, building/sign and fire codes.

This is a preliminary review of the application. The Planning and Zoning Commission and Public Services Department will review the application in detail and provide further comments as necessary. This preliminary review is not an approval or acceptance of any part of the application submitted.

The applicant is further advised that it is your responsibility to follow the petition through the entire process and to satisfy all submittal requirements and deadlines. Also note, this application and review does not grant the applicant any special rights, privileges, or immunities, and that all provisions of the Kirkwood Code of Ordinances shall apply.

Sincerely,

CITY OF KIRKWOOD



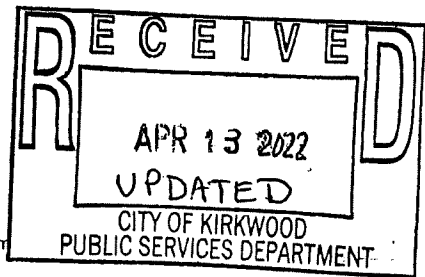
Amy Lowry
Planner II
314-822-5815
lowryag@kirkwoodmo.org

cc: Kurt Eller via email: kurteller@gmail.com



7405 Pershing Ave
University City, MO 63130
tacobuddha.com

Kurt Eller: *mobile*: 314.269.4496, *email*: kurteller@gmail.com



Taco Buddha, LLC which is owned by sole managing member, Kurt Eller, has a contract in place to purchase the former Hardees 2,893 square foot building and +/- 0.62 acres of ground comprised in the 11111 Manchester Rd + #A Lot, Kirkwood, MO 63122.

Taco Buddha (TB) plans to use the existing building with no additional structures. The build-out will be an aesthetically pleasing quick-service, fast-casual restaurant concept modeled from its proven, highly successful, first location which opened on August 17, 2017, at 7405 Pershing Ave, University, MO 63130.

TB will not use the drive-through operation built by Hardees but will utilize the 6 angled parking spaces on the west side of the property for curbside pickup of already placed online orders.

Per enclosed drawings, it is essential for TB to block Manchester Street noise (as much as possible) by building non-permanent gabion walls, 1) to the south, (Manchester facing) uncovered waiting and seating area and 2) to the east, covered patio area. True to its branding aesthetic, Taco Buddha will landscape the area facing Manchester and Simmons with beautiful, Kirkwood City approved landscaping.

Operations:

TB is a "quick-service, fast-casual" concept that specializes in traditional "New-Mex-Tex" (New Mexico-Texas) influenced tacos, adventurous "global street food fusion" tacos and famous margaritas from a recipe formulated in Austin, Texas in 1995. TB will duplicate the service structure offered at its first University City location to include online-ordering/curbside pickup. TB will offer a full bar with spirits, beer and wine but will serve alcoholic and non-alcoholic drinks from the service counter or directly to customer's tables via a proven "order at table" QR code application that works with food as well.

TB will continue to focus on an identity that is family friendly and not a late-night bar, which not only is appreciated by regular customers but also quality employees that prefer to not work late hours like many of our competitors.

Area Day-Part needs:

- Trendy portable breakfast via Austin style breakfast tacos served within minutes.
- Convenient lunchtime meeting location for customers on lunchbreak.
- Good-vibe and value driven Happy Hour location for surrounding and destination customers.
- Convenient dinner location for surrounding and destination customers that attracts professionals and families with an atmosphere that serves alcohol but is not a late-night bar.

Hours of operation for both indoor and outdoor patio seating:

Monday-Thursday	7:30am-8:30pm
Friday	7:30am-9:30pm
Saturday	9:00am-9:30pm
Sunday (Brunch)	10:00am-3:00pm

*Only background music is requested for same hours of operation. Taco Buddha requests authorization for small speakers on outdoor patio(s) for background music during the same hours of operation as well.

Number of Employees:

Total: 20, (10 full-time and 10 part-time)
Per shift: Minimum-4, Maximum-8

Respectfully,

Kurt Eller
Taco Buddha Owner



PROCEDURE FOR PUBLIC HEARING

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

A request for a Special Use Permit (Outdoor Use) and Site Plan Review for Taco Buddha, 11111 Manchester Road

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

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

City Planner II Amy Lowry

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

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

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



AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI
COUNTY OF ST. LOUIS

} S.S.

Page 1 of 1

Before the undersigned Notary Public personally appeared **Brandon Crail** on behalf of **THE COUNTIAN, ST. LOUIS COUNTY** who, being duly sworn, attests that said newspaper is qualified under the provisions of Missouri law governing public notices to publish, and did so publish, the notice annexed hereto, starting with the **April 29, 2022** edition and ending with the **April 29, 2022** edition, for a total of 1 publications:

04/29/2022

CITY OF KIRKWOOD NOTICE OF PUBLIC HEARING BEFORE THE CITY COUNCIL OF KIRKWOOD, MISSOURI

The Council of the City of Kirkwood will hold a public hearing in City Hall, 139 South Kirkwood Road, Kirkwood, Missouri at the hour of 7:00 p.m., Thursday, May 19, 2022 to consider the following:

A request for a Special Use Permit (Outdoor Use) and Site Plan Review for Taco Buddha, 11111 Manchester Road.

Laurie Asche
City Clerk

The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as CD by calling 314-822-5802. 12113195 County Apr. 29, 2022



Brandon Crail

Subscribed & sworn before me this 29th day of Apr., 2022
(SEAL)



Notary Public


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

AFFIDAVIT OF PUBLICATION

Date: 05/10/22

City of Kirkwood
139 S. Kirkwood Rd.
Kirkwood, MO 63122

I, Randy Drilingas, being duly sworn, both depose and say that I am an authorized representative of the WKTimes LLC, publishers of the Webster-Kirkwood Times Newspaper in the county of St. Louis, MO, and that the advertisement shown below was published in the Webster-Kirkwood Times April 29, 2022 edition.


Authorized Agent, Randy Drilingas
Webster-Kirkwood Times



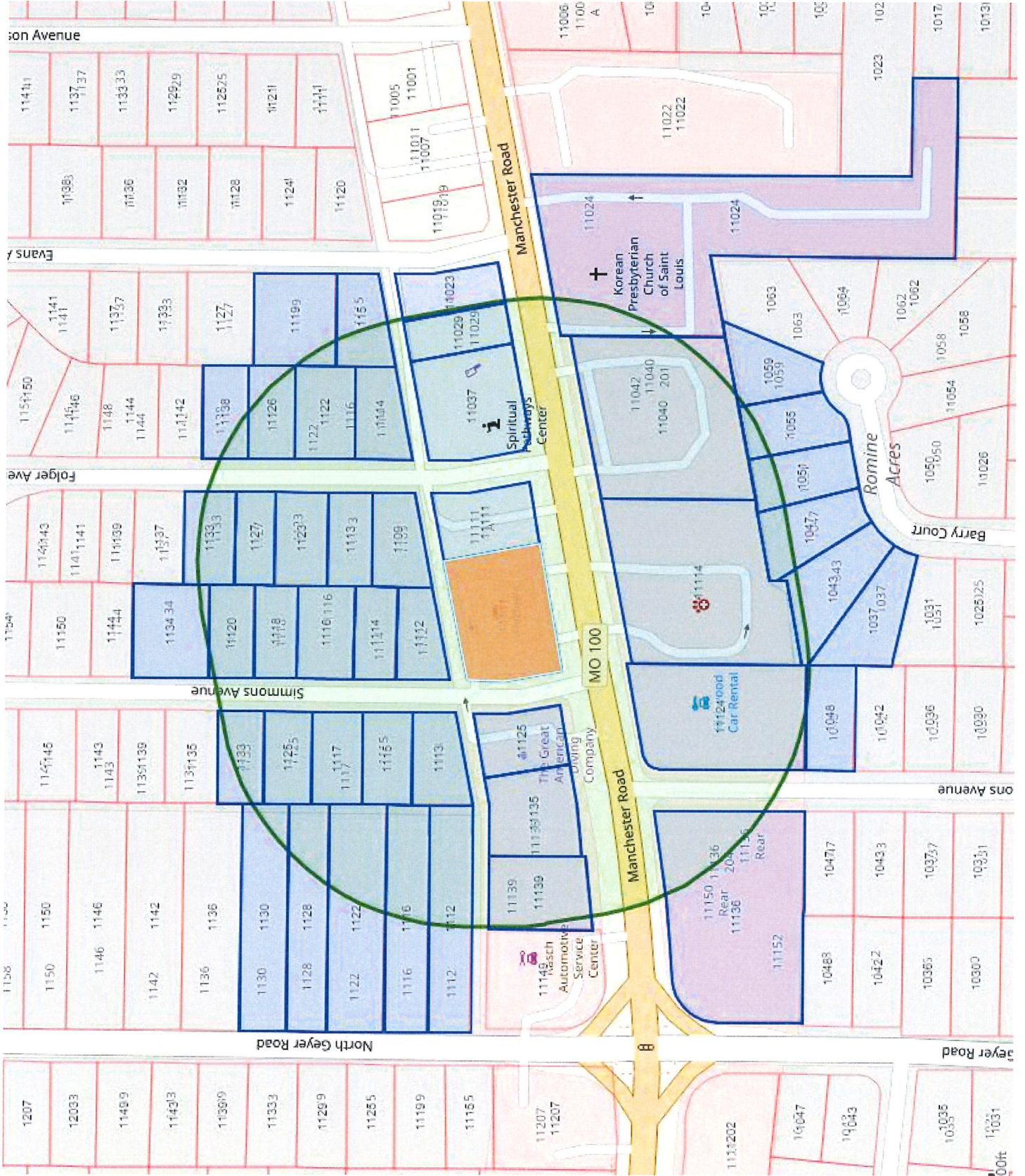
NOTICE OF PUBLIC HEARING
before the City Council of
City of Kirkwood, MO

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A request for a Special Use Permit (Outdoor Use) and Site Plan Review for Taco Buddha, 11111 Manchester Road.

Laurie Asche, City Clerk

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PROPERTY OWNER
1037 BARRY CT
ST. LOUIS, MO 63122

PROPERTY OWNER
1048 SIMMONS AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1043 BARRY CT
ST. LOUIS, MO 63122

PROPERTY OWNER
1047 BARRY CT
ST. LOUIS, MO 63122

PROPERTY OWNER
1051 BARRY CT
ST. LOUIS, MO 63122

PROPERTY OWNER
1055 BARRY CT
ST. LOUIS, MO 63122

PROPERTY OWNER
1004 GLENMOOR
ST. LOUIS, MO 63122

PROPERTY OWNER
2731 CHRISTY AVE
GROVER, MO 63040

PROPERTY OWNER
9507 PAGE AVE
ST. LOUIS, MO 63132

PROPERTY OWNER
641 HICKORY LN
ST. LOUIS, MO 63131

PROPERTY OWNER
34 N BRENTWOOD, STE 17
ST. LOUIS, MO 63105

PROPERTY OWNER
5024 GRIFFIN RD
ST. LOUIS, MO 63128

PROPERTY OWNER
11149 MANCHESTER RD
ST. LOUIS, MO 63122

PROPERTY OWNER
1113 SIMMONS AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
544 LINDEMAN RD
ST. LOUIS, MO 63122

PROPERTY OWNER
1116 N GEYER RD
ST. LOUIS, MO 63122

PROPERTY OWNER
1109 FOLGER AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1115 SIMMONS AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1114 SIMMONS AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1122 N GEYER RD
ST. LOUIS, MO 63122

PROPERTY OWNER
2343 CASTLEGATE ST
IMPERIAL, MO 63052

PROPERTY OWNER
1117 SIMMONS AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
340 W JEFFERSON AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1128 N GEYER RD
ST. LOUIS, MO 63122

PROPERTY OWNER
1123 FOLGER AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1125 SIMMONS AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1118 SIMMONS AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1130 N GEYER RD
ST. LOUIS, MO 63122

PROPERTY OWNER
1127 FOLGER AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
222 ROBIN RD
LAKE OZARK, MO 65049

PROPERTY OWNER
1120 SIMMONS AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1133 FOLGER AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1134 SIMMONS AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
106 E WASHINGTON ST
CUBA, MO 65453

PROPERTY OWNER
11037 MANCHESTER RD
ST. LOUIS, MO 63122

PROPERTY OWNER
8333 KINGSBURY BLVD
ST. LOUIS, MO 63105

PROPERTY OWNER
8830 GLEN ROSE DR
ST. LOUIS, MO 63126

PROPERTY OWNER
1114 FOLGER AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1119 EVANS AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1115 EVANS AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1122 FOLGER AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1059 BARRY CT
ST. LOUIS, MO 63122

PROPERTY OWNER
10260 MANCHESTER RD
ST. LOUIS, MO 63122

PROPERTY OWNER
11032 MANCHESTER RD
ST. LOUIS, MO 63122

PROPERTY OWNER
1138 FOLGER AVE
ST. LOUIS, MO 63122

PROPERTY OWNER
1126 FOLGER AVE
ST. LOUIS, MO 63122

**CITY OF KIRKWOOD
PLANNING AND ZONING COMMISSION
SUBCOMMITTEE REPORT
April 20, 2022**

PETITION NUMBER: PZ-15-22

ACTION REQUESTED: SPECIAL USE PERMIT (OUTDOOR DINING) AND SITE PLAN REVIEW
– TACO BUDDHA

PROPERTY OWNER: HARDEES NB, LLC

APPLICANT: TACO BUDDHA, LLC

APPLICANT’S AGENT: JOHN SHUFF

PROPERTY LOCATION: 11111 MANCHESTER ROAD AND 11111 MANCHESTER ROAD A

ZONING: B-3, HIGHWAY BUSINESS DISTRICT

DRAWINGS SUBMITTED: SITE PLAN PACKET (2 SHEETS) PREPARED BY COHEN ARCHITECTURE COMPANY STAMPED “RECEIVED APR 5, 2022, CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT”

SITE PLANTING LAYOUT (1 SHEET) PREPARED BY KAEMMERLEN FACILITY SOLUTIONS, STAMPED “RECEIVED APR 5, 2022, CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT”

LIGHTING PLAN (1 SHEET) PREPARED BY KAEMMERLEN FACILITY SOLUTIONS, STAMPED “RECEIVED MAR 30, 2022, CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT”

DESCRIPTION OF PROJECT:

The applicant plans to purchase the property consisting of two parcels to operate a quick-service, fast-casual restaurant. The former use of the property was a Hardee’s restaurant. The applicant is requesting a Special Use Permit (SUP) for Outdoor Dining and Site Plan Review for a full service restaurant with small building additions on the west and south of the existing building and with outdoor improvements, including a covered patio building addition on the east and a patio area on the south, both for outdoor dining. Additional information about the proposed site plan is included in later sections of this report.

The hours of operation for both the restaurant interior and the outdoor dining are proposed as Monday to Thursday from 7:30 am to 8:30 pm, Friday from 7:30 am to 9:30 pm, Saturday from 9:00 am to 9:30 pm, and Sunday (Brunch) from 10:00 am to 3:00 pm. As part of the outdoor

dining SUP, outdoor entertainment in the form of recorded music through small speakers is also being requested in the same hours of operation. The number of employees is expected to be 20, with 8 on the maximum shift.

COMPREHENSIVE PLAN, LAND USE AND ZONING:

The site is located in the area designated as Corridor Commercial in the EnVision Kirkwood 2035 Future Land Use Map. Development types discussed in this land use category include regional/neighborhood commercial. The subject property consists of 2 lots zoned B-3, Highway Business District. The proposed restaurant use is a permitted use, however, the proposed Outdoor Dining requires a Special Use Permit.

Surrounding land uses and zoning include the following:

- To the north: There is a 20' wide alley abutting the north property lines of the subject parcels. North of the alley, there are residential uses zoned R-4, single-family residential.
- To the south: Across Manchester Road, there are various retail, office, animal facility, and motor vehicle uses zoned B-3.
- To the east: Across Folger Avenue, there are various retail and office uses zoned B-3.
- To the west: Across Simmons Avenue, there are dental and medical uses zoned B-3.

DEPARTMENTAL/AGENCY COMMENTS:

- Electric: The applicant will coordinate with Kirkwood Electric on new service.
- Water: No comments at this time.
- Engineering:
 1. The site plan states "Improved Surface Pavement" in the alley at the northeast corner of the site. Please be more specific regards to the treatment.
 2. In the City's pre-application meetings, discussions were held about separating the alley and access point at the northwest corner of the site. No new curbing or raised island is shown the plans. Please identify so on the plans.
 3. In the City's pre-application meetings, discussions were held about the replacement of the curbing and sidewalk with concrete along Simmons Avenue. Please identify on the plans.
 4. As shown on the drawings, the middle curb cut on Manchester Road is being removed at the time of the MoDOT work. There shall be concrete planter barriers placed in this curb cut in the instance that the MoDOT work is not complete prior to occupancy of Taco Buddha.

5. Provide MoDOT a copy of the revised site plan and obtain approval correspondence from MoDOT for the removal of the center curb cut on Manchester Road.

Building/Fire: Before a building permit is issued provide the following:

1. Drive lane width and turn radius;
2. Distance to nearest 2 fire hydrants; and
3. Fire hydrant flow test.

Forester: Update the landscape plan to show the 4 existing trees on the property as honey locust and to show understory, instead of canopy, trees planted in the north of the site under the overhead utility wires. The 2 honey locust trees in the north are recommended to be removed and replaced with understory trees.

SITE ELEMENTS ANALYSIS:

Structures

The existing former Hardee's restaurant building will remain on site with proposed alterations and additions, including removal of the drive-through operation and order signs. On the west side of the existing building, a cooler will be extended 158 sq. ft. from the current exterior. On the west and south sides of the existing building, two small building extensions totaling 47 sq. ft. will be added. A covered patio of 494 sq. ft. will be added to the east side of the building and an uncovered patio of 460 sq. ft. will be added on the south side of the building, both for outdoor dining. An uncovered semi-circle gardening area will adjoin the outdoor dining areas southeast of the building. The applicant proposes gabion walls to separate the outdoor areas from the parking lot.

Site Access, Circulation & Parking

The vehicular access from Manchester Road on the east side curb cut of the property will remain unchanged with a 2-way entrance and exit from both Manchester Road and the alley to the northeast. The alley will be repaved from the north vehicular access to Folger Avenue. The vehicular access from Manchester Road on the west side curb cut of the property will be a 2-way entrance and exit, however, upon entrance from Manchester, vehicles will maneuver with right-turn only directional striping in front of the building and then one-way around the building in a counter clockwise direction. The access to and from Simmons Avenue in the northwest will be a 2-way entrance and left-only exit prohibiting a right turn onto Simmons when exiting the property. The middle vehicular access point from Manchester Road will remain in place until the MoDOT Manchester Road resurfacing and improvement project commences in this area; with the MoDOT project, this center access point will be removed and new curbs, sidewalk, and landscaping will be installed. The City Engineer is requesting that concrete planter barriers be placed in this curb cut in the instance that the MoDOT work is not complete prior to occupancy of Taco Buddha. This requirement is included in the recommendation section of the report.

The restaurant use, with a parking rate of 1 space per 100 sq. ft., requires 34 parking spaces and 35 are being provided (including two accessible). At this time, the rear shed is proposed to be

removed to create an additional parking space; the applicant indicated that they may ultimately choose not to expand the parking lot in the area of the existing rear shed for this parking space. If this extra parking space is not created, the project still complies with the minimum parking requirements. The 6 parking spaces on the west side of the property will be reserved for pick-up orders. The restaurant use also requires 1 bicycle rack per 1500 sq. ft. for a total of 3, and 4 U-style racks are proposed. The bike racks must be anchored to an approved hard surface of at least 6 feet by 6 feet, with aisles of at least 3 feet. On the site plan, there may not be a 3-foot aisle for the northwest bike rack; moving the bike racks a few feet to the east will resolve this issue. Said revision is reflected in the recommendation section of this report.

Trash/Recycling

The applicant does not propose any changes to the existing trash enclosure on the northeast side of the property adjacent to the alley. The fence along the north property line is recommended to be required to remain.

Landscaping

There is an approved landscape plan for this site from 1995 with a combined 24 canopy and understory trees provided. For every 100 linear feet of building addition, a minimum of 2 canopy trees, 1 understory tree and 5 type C shrubs shall be provided. The additions extend the western façade by about 10 linear feet and the eastern façade by about 30 linear feet. Therefore, 1 additional canopy and 1 additional understory tree will be required to be planted in the area where the middle vehicular curb cut will be removed. There are 4 remaining trees on the site, however, the City Forester is recommending removal of the 2 honey locust trees in the north of the property under the utility lines and requiring all trees in that area be understory trees. The landscape plan provides for the planting of 8 canopy trees, 14 understory trees, and 44 shrubs, including 4 in the immediate rear of the building. A requirement to revise the landscape plan to incorporate the City Forester's recommendations is included in the recommendation of this report.

Lighting

The proposed lighting plan includes pole-mounted and wall-mounted lights. The proposed lighting fixtures are full cut-off. Some fixtures will be mounted on existing poles, with the fixture heights in compliance with the lighting regulations. The lighting plan does not extend the point-by-point footcandle layout a minimum of 10 feet beyond the lot on the east, south, and west or until the lighting levels reach 0.5 footcandles, and does not include the parking lot only average illumination level. Staff believes the plan will be able to achieve compliance once revised and a condition requiring the revised plan is included in the recommendation section of this report.

DISCUSSION:

A Zoning Matters sign was placed on the property on April 1, 2022. The request was introduced at the Planning & Zoning Commission meeting on April 6, 2022. A subcommittee meeting was conducted on site on April 11, 2022. A list of attendees of the subcommittee meeting may be seen in Exhibit B. At the subcommittee meetings, the following items were discussed:

1. The northwest corner of the site will serve 2-way traffic, with no right turns out to Simmons Avenue.
2. The restrooms are already to code and there will be cosmetic changes on the interior.
3. New rooftop electric or HVAC units will be screened as required.
4. Electrical service will be upgraded to the site.
5. The applicant is providing parking spaces to meet the parking regulations.
6. The City Forester recommends understory trees under the utility lines on the north.
7. The applicant expressed a desire to seasonally enclose the eastern covered patio to extend its use in the winter.
8. The middle entrance to the site will remain until closed with the MoDOT Manchester Road project. This item was later revised with a recommendation by the City Engineer to install concrete planters as an interim closure.

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

RECOMMENDATION:

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

1. The project shall be constructed and maintained in accordance with the plans referenced in the Drawing Submitted portion of this report, except as noted herein.
2. Outdoor Dining shall be confined to the areas indicated as such on the proposed site plan.
3. The Outdoor Dining shall comply with all conditions herein and with Section 25-45(o) of the Zoning and Subdivision Code.
4. The allowable hours of operation for the outdoor dining area shall be Monday to Thursday from 7:30 am to 8:30 pm, Friday from 7:30 am to 9:30 pm, Saturday from 9:00 am to 9:30 pm, and Sunday from 10:00 am to 3:00 pm.
5. The covered patio on the east side of the building may be seasonally enclosed pursuant to review and approval of plans by the Architectural Review Board.
6. Outdoor entertainment for the Outdoor Dining areas, both live and recorded, shall be restricted to Monday to Thursday from 7:30 am to 8:30 pm, Friday from 7:30 am to 9:30 pm, Saturday from 9:00 am to 9:30 pm, and Sunday from 10:00 am to 3:00 pm.
7. A revised landscape plan shall be provided prior to the issuance of permits that accurately identifies the existing honey locust trees, shows the existing honey locust trees along the western property line to remain, and includes only understory trees along the north property line under the utility lines.

8. The existing 6' tall privacy fence shall remain on-site or shall be replaced by another minimum 6' tall fence of comparable or greater quality.
9. A revised lighting plan shall be provided prior to issuance of permits that includes a summary table with the average illumination for the parking lot to meet the minimum 1.0 footcandles at finished grade. The revised plan must also extend the point-by-point footcandle layout a minimum of 10 feet beyond the lot on the east, south, and west or until the lighting levels reach 0.5 footcandles, and add the parking lot only average illumination level to the statistics table. If any lighting fixtures are proposed for under the outdoor canopy (other than string lights), they must also be added to the lighting plan.
10. A revised site plan shall be provided and approved by the Public Services Department prior to issuance of permits that includes (a) one-way traffic from north to south on the site on the west side of the building as the drive aisle is less than 22' wide; (b) movement of the bike racks to the east in order to provide an approved hard surface of at least 6 feet by 6 feet, with aisles of at least 3 feet; (c) specifications for the "Improved Surface Pavement" in the alley at the northeast corner of the site; (d) replacement of the curbing and sidewalk with concrete along Simmons Avenue; and (e) concrete planter barriers placed in the center curb cut in the instance that the MoDOT work is not complete prior to occupancy of Taco Buddha.
11. Prior to the issuance of occupancy, a traffic signage and striping plan shall be provided to and approved by the Public Services Department; and said signage and striping must be installed as approved.
12. Prior to the issuance of permits, MoDOT shall be provided a copy of the revised site plan and approval correspondence shall be obtained from MoDOT for the removal of the center curb cut on Manchester Road.
13. A fire apparatus plan shall be provided prior to issuance of permits that includes drive lane widths and turn radius as well as distances to nearest 2 fire hydrants.
14. A consolidation plat shall be required with easements as required by the City prior to issuance of permits.
15. The applicant shall comply with all standard conditions as listed in Exhibit A.

Respectfully submitted,



Jim Adkins

James Diel

EXHIBIT A
STANDARD CONDITIONS

1. The premises and improvements as approved by this Special Use Permit shall be in good working order and maintained in good repair at all times.
2. The applicant, by accepting and acting under the Special Use Permit approval granted, accepts the approval subject to the reservations, restrictions, and conditions set forth in the Code of Ordinances and in the report and agrees to comply with each provision subject to the penalties prescribed under Section 1-8 of the Code of Ordinances and subject to revocation of this approval in the event such provisions are not complied with.
3. A performance guarantee in the form of a cash deposit or letter of credit in an amount approved by the Public Services Department and an administrative fee (10% of the first \$10,000 and 2% of the remaining balance of the performance guarantee) shall be submitted within one year of approval and prior to the issuance of a foundation letter or building permit to insure the completion of the proposed improvements, utilities and landscaping; to replace public improvements damaged by construction activities (sidewalks, curbs, etc.); and to guarantee significant trees designated to be saved. The letter of credit shall be in effect for a minimum of two years and may be extended in minimum six-month intervals as approved by the Department of Public Services. The Letter of Credit shall be drawn from a St. Louis area bank. A portion of the performance guarantee will be held until MoDOT Manchester Road project is complete with the center curb cut removed, landscaping planted, and the island restored.
4. Storm water management plans shall be submitted to Metropolitan Sewer District (MSD) and City for review and approval prior to the issuance of a grading, foundation or building permit. Storm water greater than one c.f.s. shall not be directed across the public sidewalk or driveway entrances.
5. Sanitary sewer plan shall be approved by MSD prior to the issuance of a foundation letter or building permit.
6. The water system shall meet the requirements of the Kirkwood Fire and Water Departments. The Fire Department shall approve the water flow for the project. If satisfactory water flow is not available from the existing water system in accordance with City policy, the applicant shall install the necessary mains and accessories.
7. If applicable, a grading permit shall be obtained from the Public Services Department in accordance with the Kirkwood Code of Ordinances prior to any grading on the site. The grading permit shall include a grading plan in accordance with the Code of Ordinances.
8. Erosion and sediment control devices shall be sufficient to protect all off-site property from siltation and shall be installed prior to beginning of any grading or construction.

The siltation control measures shall be installed and approved by the Public Services Department prior to issuance of a building permit. These devices shall be maintained during the construction activities.

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

**EXHIBIT B
SUBCOMMITTEE MEETINGS ATTENDEES**

P&Z Subcommittee Meeting

Project:

Tara Buddha

Date:

April 11, 2022 8:00 am

Location:

1111 Manchester Rd

Name	Organization
KURT KADMERLEN	HES
Kurt Elber	Tara Buddha
Jim Aikins	P&Z
Jack Schenck	Kirkwood
Greg Ayers	Kirkwood
Paul Hill	P&Z
LINDA KROGER	Kirkwood
Rick McKinley	Kirkwood ELECTRIC
Amy Lowry	Kirkwood
Jonathan Evans	City of Kirkwood



WHERE COMMUNITY AND SPIRIT MEET®

April 21, 2022

Russell B. Hawes
Chief Administrative Officer

At the April 20, 2022, meeting of the Planning and Zoning Commission, the following action was taken:

1. The Commission recommended approval of a Special Use Permit for outdoor dining at Taco Buddha at 11111 Manchester Road.
2. Staff presented the 1st Quarter Update of the EnVision Kirkwood 2035 Comprehensive Plan.
3. Commissioners Eagleton, Evens, Feiner, and Salzer-Lutz will meet with staff on April 26, 2022, at 3 p.m. to begin the five-year review of the EnVision Kirkwood 2035 Comprehensive Plan.

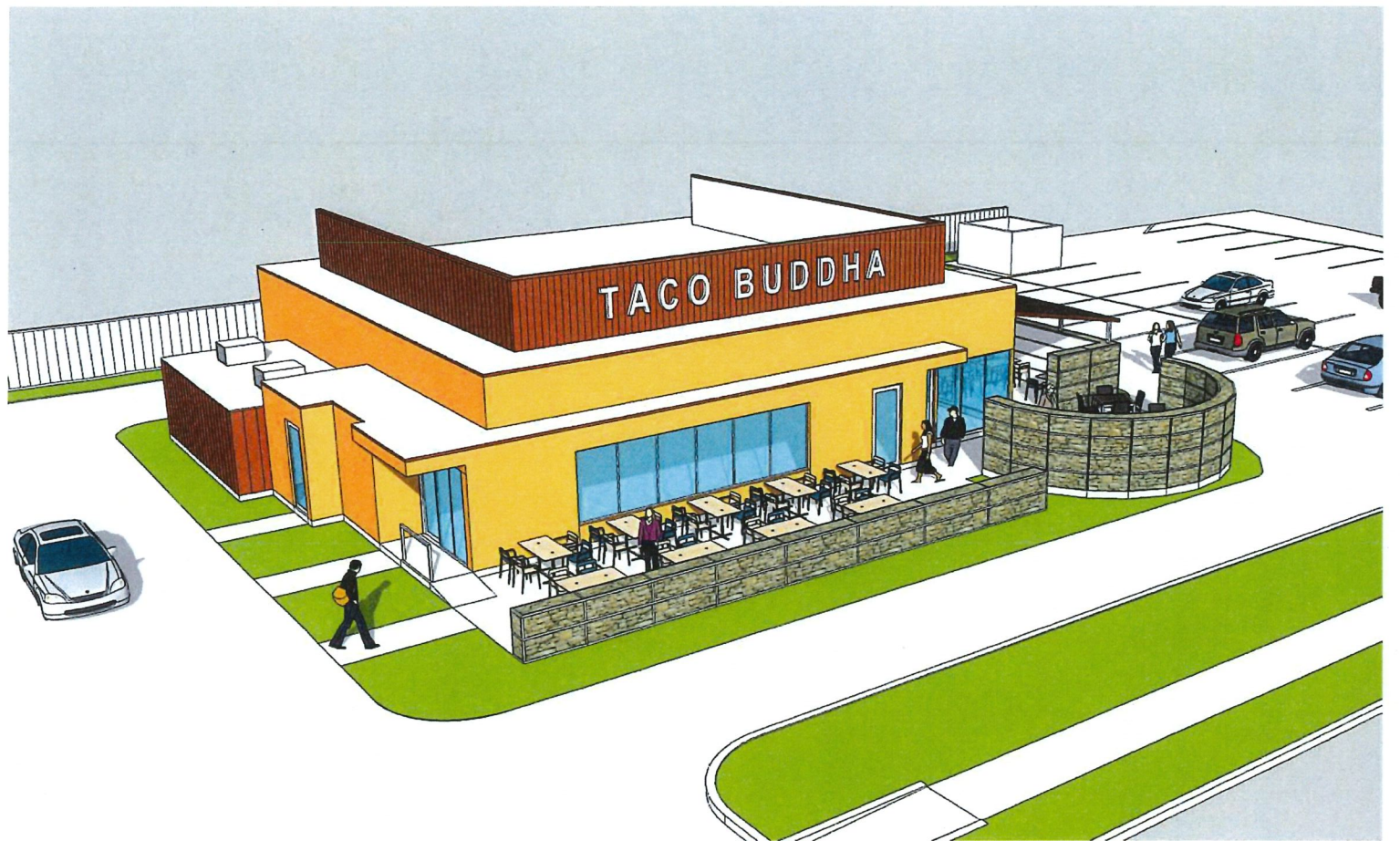
Due to lack of business, the May 4, 2022, meeting was canceled. The next meeting will be held on May 18, 2022.

Respectfully submitted,

Jim Adkins, Chair
Planning and Zoning Commission



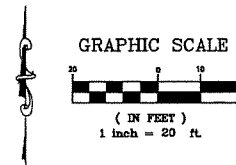
RECEIVED
MAR 30 2022
CITY OF KIRKWOOD
PUBLIC SERVICES DEPARTMENT



R
FEB 25 2022
CITY OF KIRKWOOD
PUBLIC SERVICES DEPARTMENT

BOUNDARY SURVEY AND LOCATION OF IMPROVEMENTS

ON TWO TRACTS OF LAND BEING LOTS 1 THRU 8 IN BLOCK 6 OF
 RIDGEVIEW SCHOLLMAYER'S RE-SUBDIVISION OF MANCHESTER ADDITION
 AS PER PLAT RECORDED IN PLAT BOOK 21 PAGE 44 OF THE ST. LOUIS
 COUNTY RECORDER'S OFFICE, CITY OF KIRKWOOD, MISSOURI

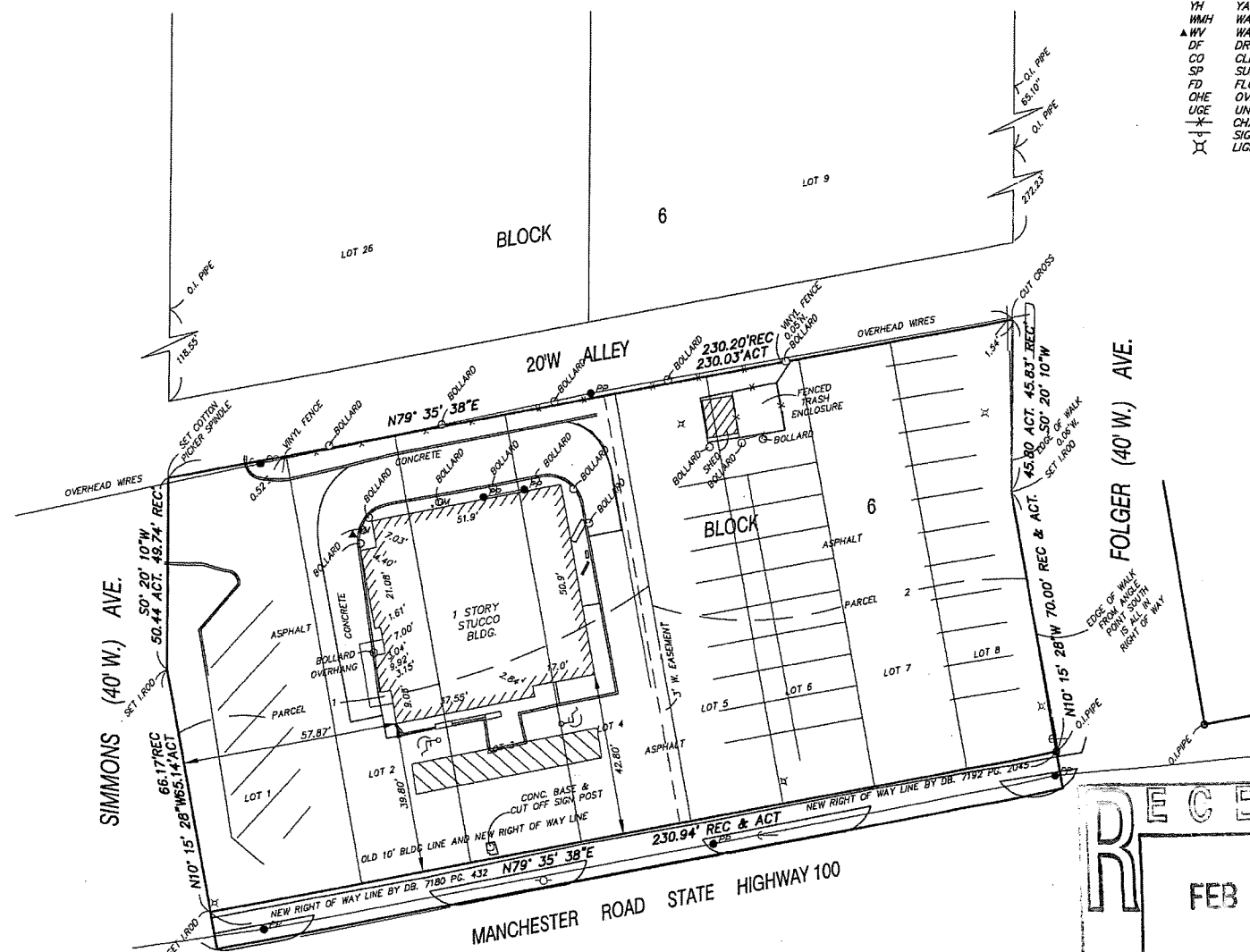


- LEGEND**
- GM GAS METER
 - GV GAS VALVE
 - GD GAS DRIP
 - YH YARD HYDRANT
 - WMH WATER MANHOLE
 - WV WATER VALVE
 - DF DRINKING FOUNTAIN
 - CO CLEAN OUT
 - SP SLIMP PUMP
 - FD FLOOR DRAIN
 - OHE OVERHEAD ELECTRIC
 - UGE UNDERGROUND ELECTRIC
 - CLF CHAIN LINK FENCE
 - SIGN SIGN
 - LIGHT LIGHT



LOC. # 22N341353
 LOC. # 22N341380

LOCATION MAP
 (NOT TO SCALE)



TITLE SUPPLIED BY OLD REPUBLIC TITLE INSURANCE COMPANY
 FILE NO. 15467STL DATED OCTOBER 7, 2020

SCHEDULE B-II

- 4.) BUILDING LINE ACCORDING TO THE PLAT OF SAID SUBDIVISION RECORDED IN PLAT BOOK 21 PAGE 44.(SHOWN ON PLAT)
- 5.) BUILDING LINE AND RESTRICTIONS ACCORDING TO INSTRUMENT RECORDED IN BOOK 1031 PAGE 438 (NOTHING TO PLOT) AND AMENDMENT ACCORDING TO INSTRUMENT RECORDED IN BOOK 2408 PAGE 243. (NOTHING TO PLOT) BUT OMITTING ANY COVENANTS OR RESTRICTIONS, IF ANY, BASED UPON RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, FAMILIAL STATUS, DISABILITY, HANDICAP, NATIONAL ORIGIN, ANCESTRY OR SOURCE OF INCOME, AS SET FORTH IN APPLICABLE STATE OR FEDERAL LAWS, EXCEPT TO THE EXTENT SAID COVENANT OR RESTRICTION IS PERMITTED BY APPLICABLE LAW.
- 6.) LEASE DATED DECEMBER 13, 2005 EXECUTED BY AND BETWEEN GEHRUNG PROPERTIES, LLC, A NEW HAMPSHIRE LIMITED LIABILITY COMPANY, ("LESSOR") AND HARDEE'S RESTAURANTS LLC, A DELAWARE LIMITED LIABILITY COMPANY, ("LESSEE") FOR A TERM ENDING DECEMBER 31, 2025, TOGETHER WITH OPTION TO EXTEND FOR TWO (2) ADDED TERMS OF (5) YEARS EACH, UPON THE TERMS AND PROVISIONS AS THEREIN STATED, NOTICE OF WHICH IS FILED IN MEMORANDUM OF LEASE RECORDED JANUARY 19, 2006 IN BOOK 1702B PAGE 2170 (NOTHING TO PLOT) AND MEMORANDUM OF FIRST AMENDMENT TO LEASE RECORDED APRIL 12, 2016 IN BOOK 21969 PAGE 1045. (NOTHING TO PLOT)

RECORD DESCRIPTIONS:

- PARCEL 1:**
 LOTS 1, 2, 3, 4, AND THE WEST 19 FEET IN BLOCK 6 OF RIDGEVIEW SCHOLLMAYER'S RESUBDIVISION OF MANCHESTER ADDITION, ACCORDING TO PLAT THEREOF RECORDED IN PLAT BOOK 21 PAGE 44 OF THE ST. LOUIS COUNTY RECORDER'S OFFICE, EXCEPTING THEREFROM THAT PART OF LOTS 1 THROUGH 5 CONVEYED TO THE STATE OF MISSOURI FOR HIGHWAY PURPOSES BY DEEDS RECORDED IN BOOK 7165 PAGE 1997, BOOK 7180 PAGE 432 AND BOOK 7180 PAGE 434.
- PARCEL 2:**
 THE EAST 6 FEET OF LOT 5 AND ALL OF LOTS 6, 7 AND 8 IN BLOCK 6 OF RIDGEVIEW SCHOLLMAYER'S RE-SUBDIVISION OF MANCHESTER ADDITION, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 21 PAGE 44 OF THE ST. LOUIS COUNTY RECORDER'S OFFICE, EXCEPTING THEREFROM THAT PART CONVEYED TO STATE HIGHWAY COMMISSION OF MISSOURI ACCORDING TO INSTRUMENT RECORDED IN BOOK 7192 PAGE 2045.

RECEIVED
 FEB 25 2022
 CITY OF KIRKWOOD
 PUBLIC SERVICES DEPARTMENT

THIS IS TO CERTIFY THAT WE HAVE DURING THE MONTH OF FEBRUARY, 2021, BY ORDER OF STEPHEN F. BAHN COMMERCIAL REAL ESTATE, AND ST. LOUIS TITLE COMPANY, EXECUTED A BOUNDARY SURVEY AND LOCATION OF IMPROVEMENTS ON TWO TRACTS OF LAND BEING LOTS 1 THRU 8 IN BLOCK 6 OF RIDGEVIEW SCHOLLMAYER'S RE-SUBDIVISION OF MANCHESTER ADDITION, AS PER PLAT RECORDED IN PLAT BOOK 21 PAGE 44 OF THE ST. LOUIS COUNTY RECORDS, AND THE RESULTS ARE SHOWN HEREON. THIS SURVEY WAS EXECUTED IN ACCORDANCE WITH THE CURRENT MISSOURI STANDARDS FOR PROPERTY BOUNDARY SURVEYS ESTABLISHED BY THE MISSOURI BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, PROFESSIONAL LAND SURVEYORS AND LANDSCAPE ARCHITECTS EFFECTIVE DATE JUNE 30, 2017 AND MEETS THE ACCURACY STANDARDS SET FORTH FOR AN URBAN PROPERTY.

DOERING ENGINEERING, INC.

3-3-2021
 NEAL JOHN NIEWALD, PLS #2117
 MY LICENSE EXPIRES 12-31-22
 CORPORATE LICENSE 306



NOTES:
 THERE ARE NO BEARINGS ON THE SUBDIVISION PLAT, THE BEARINGS SHOWN ARE BASED UPON STATE PLANE COORDINATES.
 THIS TRACT CONTAINS 26,515 SQUARE FEET

Revised	Comment

Missouri Office
 4450 Lemay Ferry Road
 St. Louis, MO 63129
 Telephone: (314) 487-6913
 Fax: (314) 845-1718
 MODERING@DOERINGINC.COM

Engineered By:
DOERING ENGINEERING, Inc.
 CIVIL ENGINEERING PLANNING SURVEYING ©

MO. EXPIRATION DATE:
 DECEMBER 31 2020
 IL. EXPIRATION DATE:
 DECEMBER 31 2020
 MO. CORPORATE
 LICENSE NO. 001347
 IL CORPORATE
 LICENSE NO. 184.003035

11111 MANCHESTER
CITY OF KIRKWOOD
MISSOURI

Date: 2/19/2021
 Project Number: 20129
 File Name: _____
 Drawn By: N.J.N. Sheet _____
 Check By: N.J.N. 1/1



**KAEMMERLEN
FACILITY
SOLUTIONS**

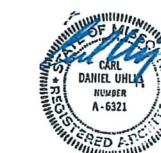
1539 S. KINGSHIGHWAY
SAINT LOUIS, MO 63110
314-535-2222 OFF
314-535-6205 FAX

TACO BUDDHA

**NEW KIRKWOOD
LOCATION**

**RENOVATION OF
EXISTING BUILDING**

11111 MANCHESTER RD
KIRKWOOD, MO 63122



5/13/2022

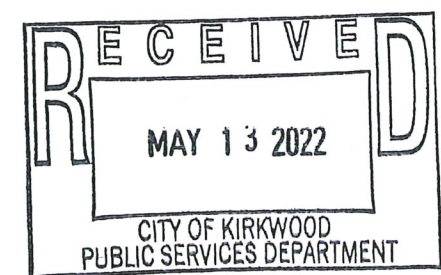
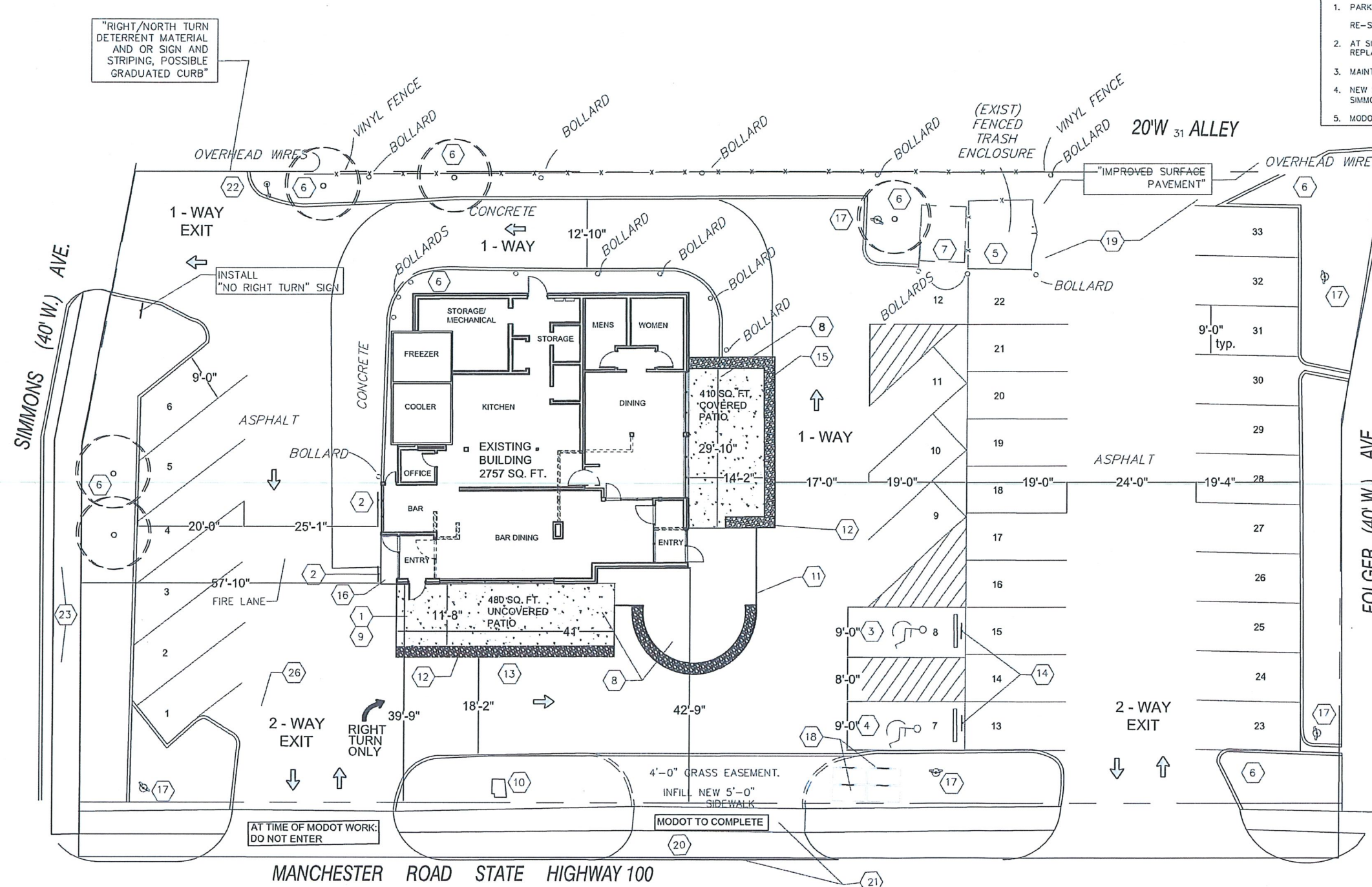
1" = 10'
(SHEET SIZE 24X36)

A000

ARCHITECTURAL
SITE PLAN

- GENERAL NOTES**
1. PARKING LOT SHALL BE REPAIRED, RESURFACED, AND RE-STRIPED.
 2. AT SIMMONS FRONTAGE, REMOVE ASPHALT CURBS & REPLACE WITH CONCRETE CURBS
 3. MAINTAIN 4'-0" GRASS EASEMENT AT SIMMONS ROAD.
 4. NEW SPECIES TREES PER KIRKWOOD FORESTER AT SIMMONS ROAD 4'-0" GRASS EASEMENT.
 5. MODOT REGULATIONS AS REQUIRED, SEE ATTACHMENT.

- PLAN KEY NOTES**
1. REMOVE EXISTING CURBS, CONCRETE, MONUMENT STRUCTURE AND ALL RELATED EXISTING SITE FEATURES FOR NEW CURBS AND PATIO AREA.
 2. FIRE LANE NO PARKING SIGN
 3. ACCESSIBLE PARKING ALLOCATED EXISTING STALL
 4. ACCESSIBLE VAN PARKING ALLOCATED EXISTING STALL
 5. DUMPSTER ENCLOSURE TO REMAIN
 6. ALL EXISTING TREES & SHRUBS SHALL REMAIN EXCEPT AS NOTED. SEE PLANTING PLAN FOR ALL LANDSCAPING IMPROVEMENTS.
 7. EXISTING STORAGE SHED TO REMAIN
 8. REMOVE EXISTING CONCRETE & CURB FOR PATIO AREA, INSTALL DECORATIVE CONCRETE FINISH
 9. REMOVE FREESTANDING MARQUEE SIGN STRUCTURE
 10. EXISTING SIGNAGE STAND & POST TO REMAIN
 11. INSTALL NEW CONCRETE CURB & ALIGN WITH ADJACENT CONCRETE CURB, SOIL INFILL, POUR NEW ACCESSIBLE RAMP FOR ENTRY.
 12. INSTALL NEW GABION WALL / FENCE FOR PATIO AREAS
 13. REMOVE EXISTING ACCESSIBLE PARKING STRIPING ON EXISTING ASPHALT
 14. INSTALL ANSI-ICC COMPLIANT ACCESSIBLE PARKING DIAGRAM, STRIPING, INSTALL SIGN POST WITH MINIMUM 5'-0" TO BOTTOM OF SIGN PLATE
 15. REMOVE ALL DRIVE THRU EQUIPMENT AND ORDER SIGNAGE
 16. EXISTING HANDICAP ACCESS RAMP SHALL REMAIN
 17. EXISTING LIGHT POST TO REMAIN RETROFIT WITH NEW LAMPS. SEE SITE LIGHTING AND PHOTOMETRIC PLAN.
 18. NEW (4) BIKE PARKING 3'x6' AREA EACH WITH U STYLE RACK.
 19. RE-WORK AND RE-SURFACE AREA TO ALLEY WAY
 20. PLANTER BARRIERS W/ REFLECTIVE TAPE AT EXISTING ENTRANCE UNTIL MO DOT COMPLETES WORK
 21. INSTALL CONCRETE SIDE WALK, GREEN SPACE & NEW STREET CURB AS REQ'D AT EXISTING DRIVE INFILL. MO DOT TO COMPLETE THIS WORK.
 22. INSTALL NEW CONCRETE CURB & REPAIR ASPHALT AT NEW DRIVE
 23. REMOVE & REPLACE EXISTING 4'-0" PUBLIC SIDE TO 5'-0" WIDE ALONG SIMMONS DRIVE ADJACENT PROPERTY. REWORK CURBING AS NECESSARY.





KAEMMERLEN
 FACILITY
 SOLUTIONS

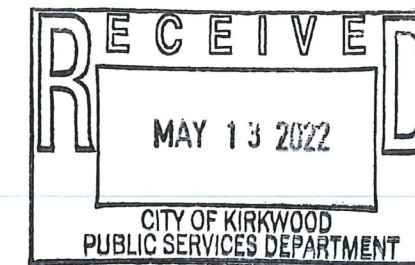
TACO BUDDHA
 NEW LOCATION RENOVATION
 11111 MANCHESTER, KIRKWOOD, MO 63122

REVISIONS
 REVISED EXISTING
 CANOPY TREES &
 SHOW REVISED
 EXISTING BUILDING
 OUTLINE ON SITE

SCALE
 1" = 10'
 24-36 SHEET SIZE
 ISSUE DATE
 5/12/2022
 DRAWN BY

A002

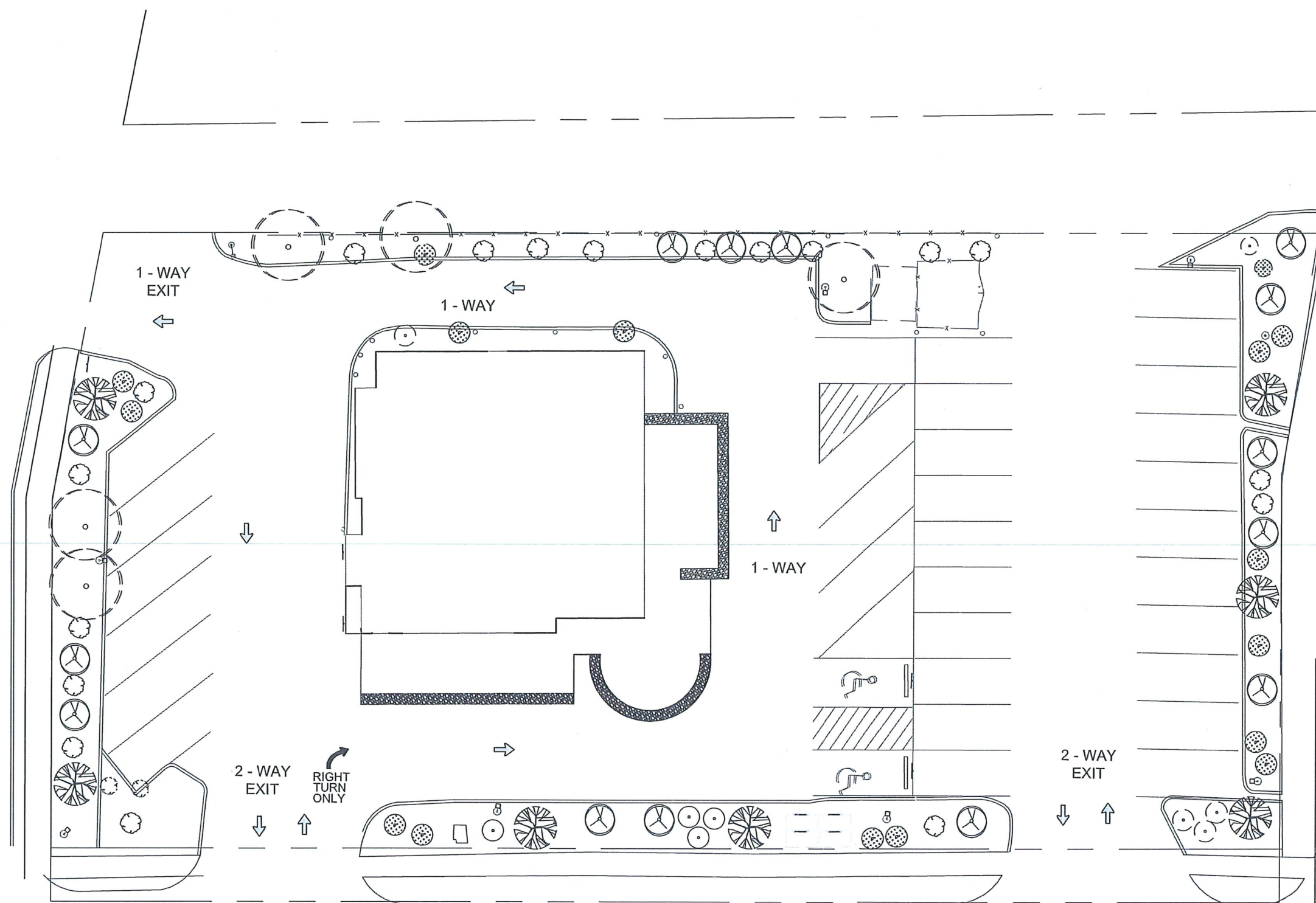
SITE
 PLANTING
 LAYOUT



PLANTING LEGEND:

(EXISTING SHOWN DASHED ON PLAN)

- EXIST. HONEY LOCUST (5)
- 2 - 2-1/2" GREEN VASE ZELKOVA (7)
- 1-1/2" - 2" AMUR MAPLE (14)
- 18" Ø BROWNI GLOBE YEW (9)
- 2 GAL. SPIREA GOLDFLAME (15)
- 2 GAL. GOLDEN VICARY PRIVET (20)



Symbol	Label	Image	Quantity	Manufacturer	Catalog Number	Description	Number Lamps	Lumens Per Lamp	Light Loss Factor	Wattage	Plot
☐	A		2	Lithonia Lighting	CSNY LED 300 40K T4M	CONTOUR SERIES LED WALL-MOUNT WITH 20 4000K LEDs OPERATED AT 700mA AND PRECISION HOLED ACRYLIC TYPE IV LENS	1	7924	1	69	
☐	B		4	Lithonia Lighting	RSX1 LED P1 40K R4 HS	RSX LED Area Luminaire Size 1 P1 Lumen Package 4000K CCT Type R4 Distribution with HS shield	1	4725	1	51.24	
☐	D		1	Lithonia Lighting	WFX1 LED P1 40K Mini	WFX1 LED wallpack 1500lm 4000K color temperature 120-277 Vdc	1	1563	1	11.47	
☐	C		2	Lithonia Lighting	RSX2 LED P1 40K R4 HS	RSX LED Area Luminaire Size 2 P1 Lumen Package 4000K CCT Type R4 Distribution with HS shield	1	7319	1	72.60	

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Taco Buddha Parking	✕	1.9 fc	9.2 fc	0.0 fc	N/A	N/A
Taco Buddha Site	+	1.2 fc	9.2 fc	0.0 fc	N/A	N/A

Luminaire Locations										
No.	Label	Location					Aim			
		X	Y	Z	MH	Orientation	Tilt	X	Y	Z
1	D	-24.52	-21.42	10.00	10.00	257.65	0.00	-24.52	-21.42	0.00
2	A	-8.16	22.30	12.00	12.00	350.03	0.00	-8.16	22.30	0.00
1	B	-57.23	-78.89	16.00	16.00	32.52	0.00	-57.23	-78.89	0.00
1	A	-27.26	1.61	12.00	12.00	260.69	0.00	-27.26	1.61	0.00
2	B	12.27	-64.46	16.00	16.00	351.98	0.00	12.27	-64.46	0.00
3	B	151.51	-29.76	16.00	16.00	275.18	0.00	151.51	-29.76	0.00
4	B	137.41	50.38	16.00	16.00	225.51	0.00	137.41	50.38	0.00
1	C	84.57	-49.58	16.00	16.00	351.00	0.00	84.57	-49.58	0.00
2	C	55.59	45.74	16.00	16.00	170.19	0.00	55.59	45.74	0.00



1539 S. KINGSHIGHWAY
 SAINT LOUIS, MO 63110
 314-535-2222 OFF
 314-535-6205 FAX

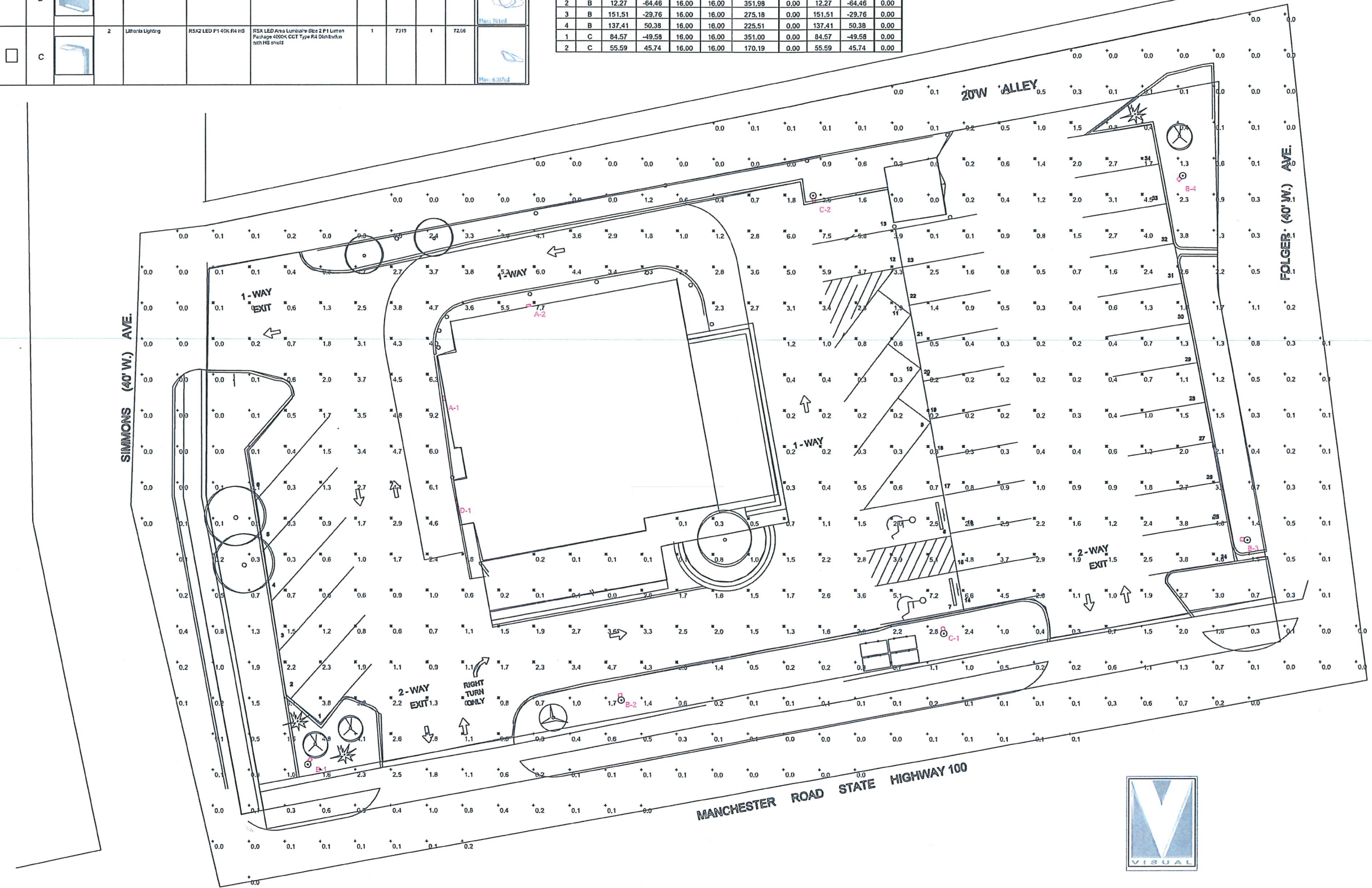
TACO BUDDHA
 NEW KIRKWOOD
 LOCATION
 RENOVATION OF
 EXISTING BUILDING

11111 MANCHESTER RD
 KIRKWOOD, MO 63122



5/12/2022
 1" = 10'
 (SHEET SIZE 24X36)

A001
 SITE LIGHTING
 AND PHOTOMETRIC
 PLAN



BILL 10935

ORDINANCE

AN ORDINANCE APPROPRIATING \$62,400 FROM THE EQUITABLE SHARING FUND BALANCE TO THE POLICE DEPARTMENT MACHINERY AND EQUIPMENT ACCOUNT, AND ACCEPTING THE SINGLE SOURCE PROPOSAL OF SIG SAUER IN THE AMOUNT OF \$62,400 FOR THE PURCHASE OF 80 SIG SAUER P320 PISTOL SLIDES AND OPTICS FOR THE POLICE DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, Sig Sauer submitted a proposal in the amount of \$62,400 for 80 Sig Sauer P320 Pistol Slides and Optics for the Police Department, and

WHEREAS, Sig Sauer is the sole provider of these products, therefore is the single source provider of the City, and

WHEREAS, funds in the amount of \$62,400 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 \$62,400 are hereby appropriated from the Equitable Sharing Fund Balance to Account #205-1201-429.75.05 (Machinery and Equipment).

SECTION 2. The single source proposal of Sig Sauer in the amount of \$62,400 for the purchase of 80 Sig Sauer P320 Pistol Slides and Optics for the Police Department is hereby accepted and approved.

SECTION 3. The Director of Procurement is hereby authorized and directed to issue a Purchase Order to Sig Sauer in the amount of \$62,400 for the purchase of 80 Sig Sauer P320 Pistol Slides and Optics for the Police Department.

SECTION 4. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF.

Mayor, City of Kirkwood

ATTEST:

City Clerk
1st Reading:
2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 6/2/2022

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The Police Department wishes to add red dot (reflex) sights to Department issued pistols. These sights allow an officer to still maintain focus on the immediate threat, unlike the traditional iron sights. The simplicity of these sights and the fact that our officers have been using red dot sights on our patrol rifles for several years, should also improve officer accuracy (the rifle sights improved our officer accuracy and there are other instances where red dot sights improved accuracy by officers. The sights in Question, the Romeo 2, are sold by Sig Sauer, the manufacturer of our present pistols, they come as a component package of slide, sights and co-witnessing sights (as backup sights in case the red dot fails). These components are factory assembled by Sig Sauer prior to shipping, and the change in appearance of the pistol is relatively minimal.

Recommendations and Action Requested:

The Police Department is requesting City Council approve the appropriation of \$62,400 from the Equitable Sharing Fund Balance and purchase of 80 slide assemblies with Romeo2 sights and co-witnessed sights from Sig Sauer. The cost is \$780 per unit.

This is the first of a three part purchase that also includes flashlights and new holsters, which will be quotes separately.

Alternatives Available:

None that come factory assembled.

Does this project have a public information component? Yes No

Cost: \$62,400.00 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: 5/23/2022

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: Sara Foan-Oliver

Date: 5/24/2022

Authenticated: shellers

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



 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 Sharing Fund balance is available and sufficient to appropriate \$62,400 from fund balance to account 205-1201-429-75-05, Machinery and Equipment to approve the above as requested.

BY: Sandra Stephens

Date: 5/25/2022

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: 5-25-22

March 24, 2022

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Sig Sauer P320 Pistol Slide and Optics; Kirkwood Police Department, Single Source Bid #500533.

The City of Kirkwood Police Department wishes to add "Romeo2" red dot sights to department issued pistols. These sights allow officers to better maintain focus on an immediate threat. This purchase would come as a package of the slide, sight and co-witnessing sight (which is a back-up sight should the red dot fail).

The Police Department is requesting that Council approve the appropriation from equitable sharing in the amount of \$62,400.00 for this purchase. The total cost is made up of 80 units at a price of \$780.00 per unit.

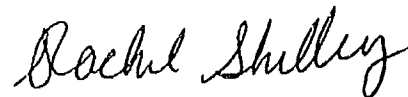
Vendor

Sig Sauer

\$62,400.00

Attached is a request from Brian Murphy, Police Chief, authorizing funds to be appropriated from equitable sharing to account number 205-1201-429.75-05 for the purchase of 80 slide assemblies equip with the Romeo2 sights from Sig Sauer, the sole source supplier of such system.

Respectfully,



Rachel Shelley
Assistant Director of Procurement

BILL 10936

ORDINANCE

AN ORDINANCE APPROPRIATING \$11,000 FROM THE EQUITABLE SHARING FUND BALANCE TO THE POLICE DEPARTMENT TRAINING ACCOUNT, AND ACCEPTING THE SINGLE SOURCE PROPOSAL OF CALIBRE PRESS IN THE AMOUNT OF \$11,000 FOR THE PURCHASE OF TWO USE OF FORCE TRAINING SEMINARS FOR THE POLICE DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, Calibre Press submitted a proposal in the amount of \$11,000 for two Use of Force Training Seminars for the Police Department, and

WHEREAS, Calibre Press is the sole provider of these services, therefore is the single source provider of the City, and

WHEREAS, funds in the amount of \$11,000 needs to be appropriated from the Equitable Sharing Fund Balance to Account #205-1201-429.31.09 (Training).

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

SECTION 1. Funds in the amount of \$11,000 are hereby appropriated from the Equitable Sharing Fund Balance to Account #205-1201-429.31.09 (Training).

SECTION 2. The single source proposal of Calibre Press in the amount of \$11,000 for the purchase of two Use of Force Training Seminars for the Police Department is hereby accepted and approved.

SECTION 3. The Director of Procurement is hereby authorized and directed to issue a Purchase Order to Calibre Press in the amount of \$11,000 for the purchase of two Use of Force Training Seminars for the Police Department.

SECTION 4. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF.

Mayor, City of Kirkwood

ATTEST:

City Clerk
1st Reading:
2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 6/2/2022

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The Police Department wishes to contract with Calibre Press, a well established law enforcement training organization, to provide two back to back training seminars for our officers, concerning use of force issues. This is part of our effort to provide additional relevant training to officers, over and above state requirements.

Recommendations and Action Requested:

The Police Department requests the City Council approve the appropriation of \$11,000 from the Equitable Sharing Fund Balance and the entering into a contract with Calibre Press for presentation in November, 2022 of two seminars: "Constitutional Use of Force: Legal To Reasonable Issues," and "Legally Justified, But was it Avoidable?"

Alternatives Available:

Not host this additional training.

Does this project have a public information component? Yes No

Cost: \$11,000.00 Account #: 20512014293109 Project #: Budgeted: NO

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

Department Head Comments:

BY: Brian Murphy

Date: 5/23/2022

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: Sara Foan-Oliver

Date: 5/25/2022

Authenticated: shellers

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



500532.pdf
Adobe Acrobat Document
39.1 KB

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: 20512014293109

Finance Director's Comments:

Equitable Sharing Fund Balance is available and sufficient to appropriate \$11,000 from fund balance to account 205-1201-429-31-09, Training as requested above.

BY: Sandra Stephens

Date: 5/25/2022

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: 5-25-22

March 24, 2022

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Law Enforcement Training; Kirkwood Police Department, Single Source Bid # 500532

The City of Kirkwood Police Department wishes contract with Calibre Press, a well-established law enforcement training organization, to provide officers with additional training concerning use of force. This is an effort for officers to receive training beyond State requirements.

This training would consist of two back-to-back seminars in November of 2022; "Constitutional Use of Force: Legal to Reasonable Issues," and "Legally Justified, But was it Avoidable?"

The Police Department is requesting that Council approve the appropriation from equitable sharing in the amount of \$11,000.00 for this purchase.

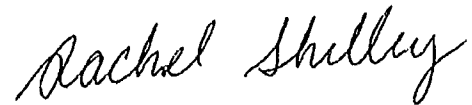
Vendor

Calibre Press

\$11,000.00

Attached is a request from Brian Murphy, Police Chief, authorizing funds to be appropriated from equitable sharing to account number 205-1201-429.31-09 for the purchase of two use of force training seminars from Calibre Press, the sole provider of these seminars.

Respectfully,



Rachel Shelley
Assistant Director of Procurement

RESOLUTION 80-2022

A RESOLUTION ACCEPTING THE BID OF ELLIOTT EQUIPMENT IN THE AMOUNT OF \$279,200 (PURSUANT TO SOURCEWELL COOPERATIVE CONTRACT) FOR THE PURCHASE OF A SIDE LOADER SANITATION TRUCK FOR THE SANITATION DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

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

WHEREAS, staff recommends that the City purchase a Side Loader Sanitation Truck for the Sanitation Department from Elliott Equipment in the amount of \$279,200 under Sourcewell Cooperative Contract #091219NWY, and

WHEREAS, funds are available in Account #509-2315-482.75.06, Project #SA2302.

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

SECTION 1. The Director of Procurement is hereby authorized and directed to issue a Purchase Order in the amount of \$279,200 to Elliott Equipment under Sourcewell Cooperative Contract #091219NWY for the purchase of a Side Loader Sanitation Truck for the Sanitation Department.

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

PASSED AND APPROVED THIS 16TH DAY OF JUNE 2022.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 6/16/2022

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

In the FY23 budget Sanitation, funds have been allocated for the replacement of side loader vehicle no. 8929. This vehicle has exceeded the replacement criteria established through Fleet Services with score of 19.07. This vehicle collects residential curbside recycling daily, it is essential to maintain a reliable and available fleet to meet the expectation of our residents.

Recommendations and Action Requested:

It is recommended that the City Council accept the proposal from Elliot Equipment in the amount of \$279,200, for the purchase of a side loader sanitation truck.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$279,200.00 Account #: 50923154827506 Project #: SA2302 Budgeted: YES

If YES, Budgeted Amount: \$283,800.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

BY: Bill Bensing

Date: 6/6/2022

Authenticated: bensinwe

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



Est_17223_from_Elliott_Equip
ment_Company_18400.pdf
Adobe Acrobat Document
138 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:

2nd sanitation side loader truck - last one was approved 6/2/22 meeting

BY: Sara Foan-Oliver

Date: 6/7/2022

Authenticated: shellers

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



File Attachment

File Attachment

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

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$279,200 in account 509-2315-482-75-06, Rolling Stock, Project SA2302, Side Loader to approve the above as requested.

BY: Sandra Stephens

Date: 6/7/2022

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: 6-10-22



3100 West 76th Street
 Davenport, IA 52806
 Ph: 563-391-4840

Elliott Sanitation Equip. Co.
 1245 Dawes Avenue
 Lincoln, NE 68521
 Ph: 402-474-4840

4000 SE Beisser Drive
 Grimes, IA 50111
 Ph: 515-986-4840
 Fx: 515-986-9530

14001 Botts Rd.
 Grandview, MO 64030
 Ph: 816-761-4840

4400 E 60th Ave
 Commerce City, CO 80022
 Ph: 303-853-4840

Quote

Date	Quote #
5/26/2022	17223
Proposed Shipping Date	
12/15/22	
Terms	
Net 30	
Rep	
JRN	

City of Kirkwood
 212 S. Taylor Ave
 Kirkwood, MO 63122

Here is our quotation on the goods named, subject to the conditions noted:

CONDITIONS: The prices and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by the Home Office of the Seller. Prices are based on costs and conditions existing on date of quotation and are subject to change by the Seller before final acceptance. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Typographical and stenographic errors subject to correction. Purchaser agrees to accept either overage or shortage not in excess of ten percent to be charged for pro-rata. Purchaser assumes liability for patent and copyright infringement when goods are made to Purchaser's specifications. When quotation specifies material to be furnished by the purchaser, ample allowance must be made for reasonable spoilage and material must be of suitable quality to facilitate efficient production. Quoted Prices are good for 60 days.

Conditions not specifically stated herein shall be governed by established trade customs. Terms inconsistent with those stated herein which may appear on Purchaser's formal order will not be binding on the Seller.

TERMS: Equipment is due on receipt. Carts, Containers, Parts & service are Net 30 unless otherwise noted on your account. Balances over 30 days from the date of invoice are subject to finance charges up to 1.5% per month.

Qty	Item	Description	Price	Total
1	Sidewinder	SECOND ASL FOR 2022 New Freightliner M2, Cummins L9 350 HP diesel, Allison 3000RDS automatic, single axle chassis with dual drive Fontaine cab conversion, New Way Sidewinder 24 cu yd automated side loader, frame mounted arm with 1,000lb capacity and 12' reach, pre crusher panel, triple camera system with 7" color monitor, work lights. Dealer options to match as close to previous units as possible. VIN:TBD Sourcewell Contract #091219 NWY PRICING INCLUDES ALL SURCHARGES.	278,000.00	278,000.00T
	Freight	DELIVER UNIT TO KIRKWOOD Customers Exempt From Sales Tax	1,200.00 0.00%	1,200.00 0.00

Total \$279,200.00

TO CONFIRM ORDER, SIGN AND RETURN

X _____

June 6, 2022

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Side Loader Sanitation Truck, #500547

The City of Kirkwood may use cooperative contracts that are competitively bid. Sourcewell competitively bid this equipment and Elliott Equipment was the lowest responsible and responsive bid. The Sourcewell contract number is 091219NWY.

Attached is the request from Bill Bensing, Public Services Director, for a resolution authorizing a purchase order in the amount of \$279,200.00 to be issued to Elliott Equipment for the purchase of a second Side Loader Sanitation Truck for the Sanitation Department.

Respectfully,

A handwritten signature in black ink that reads "Rachel Shelley". The signature is written in a cursive, flowing style.

Rachel Shelley

Assistant Director of Procurement

RESOLUTION 81-2022

A RESOLUTION ACCEPTING THE SINGLE SOURCE PROPOSAL OF ETAP IN THE AMOUNT OF \$38,487 FOR THE PURCHASE OF ETAP SOFTWARE LICENSING FOR THE ELECTRIC DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, the Kirkwood Electric Department has been working with CDG Engineering to aid in modernizing Electric's circuits and substations to improve efficiency, and

WHEREAS, CDG Engineering developed a model for Electric's substation to generate protective relay configuration files that are being installed into new relays at the substations, and

WHEREAS, Kirkwood Electric would like approval to operate the Electrical Transient Program (ETAP) software associated with the model developed by CDG Engineering and purchase their own licenses to expand the use of the software to streamline the distribution system by combining circuits and installing intelligent switching, and

WHEREAS, ETAP submitted a proposal in the amount of \$38,487 for the ETAP Software Licensing for the Electric Department, and

WHEREAS, ETAP is the single source provider of the ETAP Software Licensing, and

WHEREAS, funds are available in Account #501-2115-480.75.15, Project #EL2302.

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

SECTION 1. The single source proposal of ETAP in the amount of \$38,487 for the purchase of ETAP Software Licensing 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 ETAP in the amount of \$38,487 for the purchase of ETAP Software Licensing for the Electric Department.

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

PASSED AND APPROVED THIS 16TH DAY OF JUNE 2022.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 6/16/2022

Step #1:

Strategic Plan YES Goal # & Title Goal #2 Objective 2 - Invest in Technology to Improve Efficiency

Background To Issue:

Kirkwood Electric is in the process of modernizing its circuits and substations. Last year Kirkwood Electric provided data to CDG Engineering to model develop a model for its substations and generate protective system relay configuration files that are currently being installed into new relays at the substations. Kirkwood Electric is now interested in purchasing its own licenses and expanding the use of the software. The software will now be used to design the new Sugar Creek substation and higher voltage circuit topology in the current system. Both internal Kirkwood Electric staff and substation switchgear and transformer design staff will now utilize this model. In addition, the model's use will be expanded to streamline the distribution system by combining circuits and installing intelligent switching.

Recommendations and Action Requested:

Approval of an resolution to authorize the Director of Procurement to enter into an agreement with ETAP in the amount of \$38,487 purchase licenses to operate the Electrical Transient Analysis Program software associated with the Kirkwood Electric Distribution system model currently developed by CDG Engineering in partnership with Kirkwood Electric.

Alternatives Available:

Utilization of the model is required to determine design specifications for substation relays, the new Sugar Creek switchgear and the new Sugar Creek substation transformer.

Does this project have a public information component? Yes No

Cost: \$38,487.00 Account #: 50121154807515 Project #: EL2302 Budgeted: YES

If YES, Budgeted Amount: \$1,140,000.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

Internal ownership and operation of the ETAP software and system model provides Kirkwood Electric current and future staff with the tool that it needs to modify and enhance the distribution system for current and future system need. The department strongly recommends approval of the resolution. The purchase will be funded with certificates of participation.

BY: Mark Petty

Date: 6/3/2022

Authenticated: pettyma

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



Luzco Technologies LLC - 3
Users 300 Bus License.pdf
Adobe Acrobat Document
210 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: Sara Foan-Oliver

Date: 6/8/2022

Authenticated: shellers

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



202206081236.pdf
Adobe Acrobat Document
37.4 KB

File Attachment

File Attachment

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

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$38,487 in account 501-2115-480-75-15, Distribution System Improvements, Project EL2302, EL Service extensions approve the above as requested.

BY: Sandra Stephens

Date: 6/8/2022

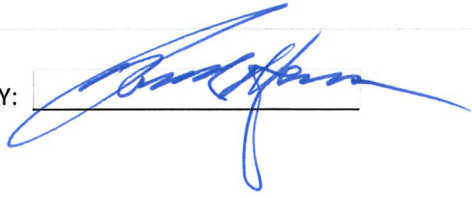
Authenticated: stephesf

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 "Paul Han", written over a horizontal line.

Date:

6-10-22

May 11, 2022



Ryan Hall
Luzco Technologies LLC
7955 Manchester
Suite 125
St. Louis, MO 63143

SUBJECT: ETAP Software Proposal

Dear Ryan,

In response to your recent request, ETAP is pleased to offer Luzco Technologies LLC the following proposal on the purchase of ETAP software for the St. Louis, MO, United States location.

ETAP New License – 3 Single Commercial 300 Bus – Proposal # ETA-45854-T4F2J (w/o Harmonics Modules)

Base Module	Multi-Dimension Digital-Twin Platform, Revisions, Libraries, Wizards
IEEE, ICEA, NEC	Cable Ampacity & Sizing - IEEE, ICEA, NEC
Load Flow, AC	Power Flow, 3-Phase & 1-Phase Systems, Voltage Drop, Result Analyzer
Panel Schedule	Schedules, Calculations, 3-Phase, 1-Phase, NEC, IEC
Renewables	Wind Turbine Generator, PV Array - PV Pro, Controls, Libraries, Profiles
HVDC	Control Schemes, Dynamic Modes, Rectification, Inversion
Short Circuit, AC	ANSI & IEC, Balanced 3-Phase & 1-Phase, Duty Evaluation, Analyzer
Arc Flash, AC	IEEE 1584 2018 & NFPA 70E 2021 - Analyzer, Work Permit, Safety Labels
Star	Protection, Selectivity, Sequence of Operation, Protective Devices
Star Auto-Eval	Auto-Evaluation of Protection, Selectivity, Zone, Arc Flash*
	One Year of Free Upgrades & User-Support

Cost of 3 Single Commercial Stand Alone/LAN, 300 Bus License	\$37,704
<i>One-Time Approved Discount</i>	\$6,284
Total (US Dollar) – 300 Bus, 3-Concurrent Users Stand Alone/LAN (USB Key) License	\$31,420

Additional Suggested Modules for your consideration (per copy)

Harmonics	Harmonic Load Flow, Frequency Scan, Harmonic Filters & Sizing	\$2,827
------------------	--	----------------

May 11, 2022



ETAP New License – 3 Single Commercial LAN, 300 Bus – Proposal # ETA-45854-T4F2J (w Harmonics Modules)

Base Module	Multi-Dimension Digital-Twin Platform, Revisions, Libraries, Wizards
IEEE, ICEA, NEC	Cable Ampacity & Sizing - IEEE, ICEA, NEC
Load Flow, AC	Power Flow, 3-Phase & 1-Phase Systems, Voltage Drop, Result Analyzer
Panel Schedule	Schedules, Calculations, 3-Phase, 1-Phase, NEC, IEC
Renewables	Wind Turbine Generator, PV Array - PV Pro, Controls, Libraries, Profiles
HVDC	Control Schemes, Dynamic Modes, Rectification, Inversion
Short Circuit, AC	ANSI & IEC, Balanced 3-Phase & 1-Phase, Duty Evaluation, Analyzer
Arc Flash, AC	IEEE 1584 2018 & NFPA 70E 2021 - Analyzer, Work Permit, Safety Labels
Star	Protection, Selectivity, Sequence of Operation, Protective Devices
Star Auto-Eval	Auto-Evaluation of Protection, Selectivity, Zone, Arc Flash*
Harmonics	Harmonic Load Flow, Frequency Scan, Harmonic Filters & Sizing
	One Year of Free Upgrades & User-Support

Cost of 3 Single Commercial Stand Alone/LAN, 300 Bus License	\$46,185
<i>One-Time Approved Discount</i>	<i><\$7,698></i>
Total (US Dollar) – 300 Bus, 3-Concurrent Users Stand Alone/LAN (USB Key) License	\$38,487

The above proposal is valid through: June 1, 2022. All prices are in US Dollar currency and exclude taxes, duties, surcharges, and any other government-specified amounts.

Additional Stand Alone licenses or LAN Users may be purchased at a 25% discount. Note that this discount applies only to licenses purchased at the same location and for identical or smaller configurations. The multi-copy discount does not apply to Regional and Global WAN configurations.

ETAP remains dedicated to providing its customers with innovative high value solutions and outstanding customer service. Please feel free to contact me at 832-931-8537. I can also be reached via e-mail at David.Garcia@etap.com.

Sincerely,
ETAP

David Garcia
Technical Sales
14330 Sylvanfield Dr
Houston, TX 77014

May 11, 2022



Terms of the Proposal

These programs are available in ETAP 21.0.2, which runs on Microsoft Windows 7 / 8 / 8.1 / 10 / 11, Windows Server 2012, 2012R2, 2016, and 2019 operating systems.

Multi-Copy discounts are only available for multiple copies purchased for the same site. If the purchase is for an alternate location, the multi-copy discount does not apply.

The above price includes the first year software support and engineering support. In addition to the user support, one full year of program upgrades is included in the Upgrade and User-Support Contract (UUC). You will receive all upgrades that are released for your ETAP system during your UUC period - at no additional charge. Follow-up user support and program upgrades for the Single License will be provided at 12% of the prevailing integrated price annually.

To order your license for ETAP, we simply need your purchase order. Upon receipt, ETAP will ship your package within three to five business days. Note the terms and conditions of the ETAP License Agreement accepted upon installation will apply to this order.

This offer is subject to the approval and/or issuance of any required licenses, authorization or approvals by any relevant government authority. If any required licenses, authorization or approval are not obtained, whether arising from inaction by any relevant government authority or otherwise, or if any such license authorization or approvals are denied or revoked, or if the applicable export control laws and/or regulations would prohibit the seller from fulfilling any order, or would in the seller's judgment otherwise expose it to a risk of liability under the applicable export control laws and/or regulations if it fulfilled the offer, the seller shall be excused from all obligation/s under this offer.

The ETAP License Manager (LM) runs on Windows 2012 / 2016 / 7 / 8 / 8.1 / 10 operating programs and provides licensing of ETAP software for concurrent-user configuration via a Local Area Network (LAN) or a Wide Area Network (WAN). ETAP LM determines LAN or WAN license type based on the IP address. Customers with network configurations that do not meet the LAN IP requirement will need to purchase / upgraded to a WAN license type.

The purchase of Arc Flash requires the purchase of Short-Circuit.

The purchase of ETAP Star - Protective Device Coordination does not require purchase of Short Circuit module; however it is highly recommended to take full advantage of the automation and integration between the two modules. By combining short circuit module and ETAP Star, you will be able to calculate and update short circuit clipping current for all protective devices in the network in one step saving tremendous amount of time. In addition, the short circuit module also enables you to utilize Sequence-of-Operation capability for device coordination. Sequence-of-Operation evaluates, verifies, and confirms the operation and selectivity of the protective devices for various types of faults for any location graphically from the one-line diagram and via normalized TCC curve views.

The purchase of Arc Flash module does not require purchase of ETAP Star - Protective Device Coordination and Sequence-of-Operation; however it is highly recommended to take full advantage of the automation and integration between the two modules. Arcing fault clearing times are determined automatically using a multi-path, multi-source protective device search algorithm once ETAP Star is purchased along with Arc Flash. ETAP Star provides the capability to generate time current characteristic curves and view protective device coordination curves. This capability reduces Arc Flash calculation time tremendously. Note that the purchase of Arc Flash requires the purchase of Short-

May 11, 2022



Circuit.

*The purchase of Star Auto module does not require purchase of Arc Flash; however it is highly recommended to take full advantage of the automation and integration between the two modules. If Arc Flash is not enabled, Star Auto will not evaluate Incident Energy limits. Arc Flash Auto solution automatically evaluates arc-flash incident energy and equipment arc flash damage points to quickly resolve these conflicts limiting the number of scenarios required or even removing the need for an isolated arc flash study. Star Auto-Evaluation requires the purchase of Star™ - Protective Device Protection, Selectivity, Sequence of Operation.

Note that the purchase of Panel & Single Phase Systems requires the purchase of Load Flow.

This proposal is a matter to be kept confidential between ETAP and Luzco Technologies LLC.

June 8, 2022

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: 500551 ETAP Software License

Kirkwood Electric has been working with CDG Engineering to aid in modernizing Electric's circuits and substations to improve efficiency. CDG Engineering developed a model for Electric's substations to generate protective relay configuration files that are being installed into new relays at the substations. Kirkwood Electric would like approval to operate the Electrical Transient Program (ETAP) software associated with the model developed by CDG Engineering and purchase their own licenses to expand the use of the software to streamline the distribution system by combining circuits and installing intelligent switching.

Due to the model preexisting in the development ETAP is the sole provider for this software. A total not to exceed \$38,487.00 is being requested to award this software licensing.

The purchase will be funded with certificates of participation.

Attached is a request from Mark Petty, Director of Electric, requesting approval to award licensing through ETAP.

Respectfully,



Rachel Shelley
Assistant Director of Procurement

RESOLUTION 82-2022

A RESOLUTION ACCEPTING THE SINGLE SOURCE PROPOSAL OF SURVALENT TECHNOLOGY IN THE AMOUNT OF \$55,870 FOR THE PURCHASE OF SCADA SYSTEM UPGRADES FOR THE ELECTRIC DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, the City of Kirkwood passed and approved Resolution 148-2016 on November 17, 2016 for a new Substation Control and Data Acquisition (SCADA) system for the Electric Department, and

WHEREAS, the Kirkwood Electric Department is requesting to upgrade the SCADA system with Survalent Technology to include load forecasting as part of the system to improve accuracy of the load forecasts, and

WHEREAS, Survalent Technology submitted a proposal in the amount of \$55,870 for the purchase of SCADA system upgrages for the Electric Department, and

WHEREAS, Survalent Technology is the single source provider of the for the SCADA system, and

WHEREAS, funds are available in Account #501-2115-480.75.15, Project #EL2302.

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

SECTION 1. The single source proposal of Survalent Technology in the amount of \$55,870 for the purchase of SCADA system upgrades 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 Survalent Technology in the amount of \$55,870 for the purchase of SCADA system upgrades for the Electric Department.

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

PASSED AND APPROVED THIS 16TH DAY OF JUNE 2022.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 6/16/2022

Step #1:

Strategic Plan YES

Goal # & Title Goal #2 Objective 2 - Invest in Technology to Improve Efficiency

Background To Issue:

Kirkwood Electric provides data to the Missouri Public Utility Alliance for its load forecasts and purchases from the grid. This data is produced from readings from the substation control and data acquisition system. Reduced error margins generate savings associated with power transactions.

Recommendations and Action Requested:

Approval of an resolution to authorize the Director of Procurement to enter into an agreement with Survalent in the amount of \$55, 870 to upgrade the substation control and data acquisition system to include load forecasting software as part of the SCADA system.

Alternatives Available:

Currently the department utilizes readings from the relays. The department is now plans to install more accurate metering in combination with this software upgrade to improve the accuracy of the load forecasts.

Does this project have a public information component? Yes No

Cost: \$55,870.00 Account #: 50121154807515 Project #: EL2302 Budgeted: YES

If YES, Budgeted Amount: \$1,140,000.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

MISO market short or long forward purchases results in spot market purchases at higher rates. Improved accuracy results in a reduction of wholesale purchase costs. A 1% improvement in accuracy can result in a weekly savings in in the neighborhood of \$1,000 per week on the low end. This software is an asset that would be funded with certificates of participation and could have a 1-year payback. The Department highly recommends the purchase of this software and intends to pursue additional metering enhancements to continue to improve the accuracy associated with futures purchases. The purchase will be funded with certificates of participation.

BY: Mark Petty

Date: 6/3/2022

Authenticated: pettyma

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



STC_Kirkwood_Electric_Depart
ment_A21_8_67167_Rev1_Lo
ad_Forecasting_Quote.pdf
Adobe Acrobat Document
1.76 MB

File Attachment

File Attachment

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

Approve

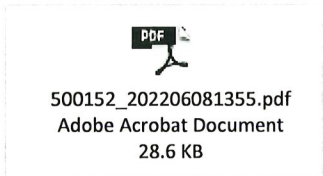
Purchasing Director's Comments:

BY: Sara Foan-Oliver

Date: 6/8/2022

Authenticated: shellers

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



File Attachment

File Attachment

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

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$55,870 in account 501-2115-480-75-15, Distribution System Improvements, Project EL2302, Electric Service Extensions to approve the above as requested.

BY: Sandra Stephens

Date: 6/8/2022

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: 6-10-22

Survallent.

Quotation:

Kirkwood Electric Department

Load Forecasting

Quotation No. A21_8_67167 [Rev1]

May 2, 2022

Attention: Mark Petty

Survalent.

Survalent Technology Inc.
 1967 Wehrle Drive, Suite 1, PMB 122
 Buffalo, New York • USA 14221
 T +1-905-826-5000 • F +1-905-826-7144
 survalent.com

Item	Qty	Description	Price (USD)
SurvalentONE DMS Licenses			
001	1	SurvalentONE Short-Term Load Forecasting The Short-Term Load Forecasting (STLF) application produces either 24-hour or 7-day load forecasts based on forecasted weather and historical load and weather data or a 24-hour forecast based on the weighted average of the load from the past several weeks. The STLF application will generate separate forecasts for each user-specified load areas, with independent forecasting parameters for each load area. The STLF application can also allow users to specify the load growth in the load areas so that a more accurate forecast can be provided.	INCLUDED
Survalent Professional Services			
002	1	Project Management Survalent will assign a Project Manager to coordinate the activities of the project including kickoff meeting, project schedule, project status report, managing resources, coordinating remote services, and coordinating on-site activities.	INCLUDED
003	1	Remote Services for Load Forecasting Setup, Installation, Configuration and Training Remote Services for Load Forecasting Setup, Installation and Configuration and training. Note: Survalent assumes that Historical weather & Load data are in the required format for importing into Survalent ADMS.	INCLUDED
Total Price			\$55,870

End User: Kirkwood Electric Department

Shipping Terms: EXW Ontario, Canada

Shipment approximately 6 To 8 weeks from receipt of purchase order.

Please send purchase order to stcorder@survalent.com

Prices do not include applicable state, provincial, federal, withholding or other local taxes. Applicable taxes will be included in each invoice. Should the purchaser claim an exemption from any applicable state, provincial, federal, withholding or other local taxes, the purchaser shall provide such exemption information to Survalent.

This quote is valid for 60 days from date of issue and is based on Survalent (a) Standard Terms and Conditions of Sale, (b) Software License Agreement, and (c) Support and Maintenance Terms and Conditions, as applicable.

Note 1: Software licenses are non-refundable and cannot be exchanged.

Note 2: Survalent reserves the right to issue temporary licenses until payment has been received in full.

Survalent.

Survalent Technology Inc.
1967 Wehrle Drive, Suite 1, PMB 122
Buffalo, New York • USA 14221
T +1-905-826-5000 • F +1-905-826-7144
survalent.com

Item	Qty	Description	Price (USD)
------	-----	-------------	-------------

Note 3: Survalent reserves the right to periodically audit the end user system configuration to ensure the software has been deployed in accordance with the Survalent Software License Agreement.

Note 4: Please ensure the end user client name is identified on the purchase order; purchase orders may be rejected if this information is missing.

Note 5: Standard payment terms are 100% on receipt of order.

Note 6: Services will be scheduled at a mutually agreeable time. Customer changes to the agreed schedule may result in an additional charges.

This quotation is not valid unless signed by an authorized representative of Survalent.

Prepared By: Sara Haghighi

Sara Haghighi, Inside Sales Specialist

Approved By: Rodrigo Pinetta

Rodrigo Pinetta, Proposals Manager

Survalent.

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 survalent.com

SurvalentONE SCADA License Summary for Kirkwood Electric Department

SurvalentONE SCADA License	Owned	Quote	Option	SurvalentONE SCADA Features	Owned	Quote	Option
SurvalentONE SCADA Server (Single)				Alarm Suppression	1		
SurvalentONE SCADA Server (Dual)	1			Command Sequencing	1		
SurvalentONE SCADA Server (Triple)				Data Logger			
SurvalentONE SCADA Server (Quad)				Disturbance Capture			
SmartVu Licenses	Owned	Quote	Option	Event Data Recording	1		
SmartVU Concurrent User Licenses	5			Event Archive			
COMTRADE Standard Viewer				Express DB Tool			
COMTRADE Universal Viewer				External Alarm Bell			
Protocols	Owned	Quote	Option	External Clock Interface			
Allen Bradley Protocol				Fault Data Recording			
Standard DNP3 Protocol	1			Guarantees			
Secure DNP3 Protocol				IED Control Panel	1		
Harris 5000/6000 Protocol				IED Wizard	1		
Standard IEC 60870-5-101 Protocol				Lightning Strike Interface			
Secure IEC 60870-5-101 Protocol				Mapboard Driver			
IEC 60870-5-103 Protocol				Operations and Outage Accounting			
IEC 60870-5-104 Protocol				Remote Alarm Annunciation	1		
IEC 61850 Protocol				Switching Orders			
Telegyr 8979 Protocol				Switching Orders with Guarantees			
MDO-11 Protocol				Network Topology Processor	1		
Modbus RTU Protocol	1			Advanced SCADA Historian			
OPC Client				Long-Term Playback Session			
OPC Server				Short-Term Playback Session			
QUIN/QUICS IV Protocol				Interfaces	Owned	Quote	Option
RTC 1032 Protocol				CIM GIS (Connectivity Import)			
SNMP Protocol				GIS Wizard	1		
Subscription Protocol				MultiSpeak OA Interface			
Tejas Series 3 & 5 Protocol				MultiSpeak EA Interface			
Data Exchange Protocols	Owned	Quote	Option	MultiSpeak DGV Interface			
DNP3 Protocol Server				MultiSpeak LM Interface			
QUIN Protocol Server				MultiSpeak GIS Interface	1		
Modbus RTU Protocol Server				MultiSpeak CIS Interface			
IEC 60870-5-101 Protocol Server				MultiSpeak AMI Interface	1		
IEC 60870-5-104 Protocol Server				MultiSpeak CH Interface			
Harris 5000/6000 Protocol Server				MultiSpeak SCADA Interface			
System Architecture	Owned	Quote	Option	MultiSpeak AVL Interface			
Replicator & Archiver	2			MultiSpeak WMS Interface			
Archive Reporting				MultiSpeak SMS Interface			
WebSurv Portal	1			Other LM Interface			
SurvCentral Concurrent Users	10			Other GIS Interface	1		
Data Forwarding				Other CIS Interface			
Operator Training Simulator (OTS)				Other AMI Interface			
Project Development System (PDS)				Other CH Interface			
QA / Test Environment	1			Other AVL Interface			
Study Mode / Playback Base Server				Other WMS Interface			
Study Mode Session				Network Data Access Interface (API)			
				SCADA Add-in	2		



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 survalent.com

SurvalentONE OMS and DMS License Summary for Kirkwood Electric Department

SurvalentONE OMS License	Owned	Quote	Option	SurvalentONE DMS License	Owned	Quote	Option
SurvalentONE OMS Server (Single)				SurvalentONE DMS Server (Single)			
SurvalentONE OMS Server (Dual)				SurvalentONE DMS Server (Dual)			
SurvalentONE OMS Server (Triple)				SurvalentONE DMS Server (Triple)			
SurvalentONE OMS Server (Quad)				SurvalentONE DMS Server (Quad)			
OMS Features	Owned	Quote	Option	Distribution Automation Functions	Owned	Quote	Option
Major Event Management				Power Factor Control			
Internal Stakeholder Email				Protection Settings Manager			
Audit Trail				Load Curtailment			
OMS Web Portals	Owned	Quote	Option	Rotational Load Shedding			
Customer Outage Portal (COP)				Load Estimation			
Call Handler (CH) Portal				Short-Term Load Forecasting		1	
CH Concurrent User Licenses				Voltage Reduction	1		
Dashboard (DB) Portal (Lobby Mode)				DMS Applications	Owned	Quote	Option
Dashboard (DB) Portal (Mobile Mode)				Distribution Power Flow			
DB Concurrent User Licenses				Distribution State Estimator			
Mobile Crew (MC) Portal				Cold Load Pickup			
MC Concurrent User Licenses				Pre-Switching Validation			
Damage Reporting (DR) Portal				Distribution Contingency Analysis			
DR Concurrent User Licenses				Fault Distance Location			
				Volt/Var Optimization (VVO)			
				FLISR Application	Owned	Quote	Option
				FLISR [Per Feeder]			
				FLISR [Site License]			
				Single-Phase FLISR Application	Owned	Quote	Option
				Single-Phase FLISR [Per Feeder]			
				Single-Phase FLISR [Site License]			
				Dynamic Voltage Regulation (DVR)	Owned	Quote	Option
				DVR [Per Feeder]			
				DVR [Site License]			

Control your critical network operations with confidence

With Survalent, you can control your critical network operations with confidence. We're the most trusted provider of advanced distribution management systems (ADMS) for electric, water/wastewater, gas, and transit utilities across the globe.

Over 600 utilities in 30 countries rely on the SurvalentONE platform to effectively operate, monitor, analyze, restore, and optimize operations. By supporting critical utility operations with a fully integrated solution, our customers have significantly improved operational efficiencies, customer satisfaction and network reliability. The company's comprehensive substation automation solution, Survalent StationCentral, delivers advanced control and monitoring for enhanced network performance and protection.

Our unwavering commitment to excellence and to our customers has been the key to our success for over 60 years.

☺ Thanks again for all the work, explanation, advice, and assistance. The expertise and advice on our configuration is much appreciated.

Your willingness to anticipate our needs and help us avoid traps we wouldn't otherwise be aware of is invaluable to us. ☺

- Hydro One Brampton

Survalent

info@survalent.com • survalent.com • 905-826-5000

June 8, 2022

To: Russell B. Hawes, Chief Administrative Officer


For Your Consideration: SCADA System Upgrade 500152

The City of Kirkwood is requesting approval to upgrade the Supervisory Control and Data Acquisition (SCADA) system with Survalent Technology for the Electric Department to include load forecasting as part of the system to improve accuracy of the load forecasts.

Given the City is currently under contract with Survalent Technology for the SCADA system through competitive bid under 11636, the upgrade is noted as a sole source purchase.

Attached is a request from Mark Petty, Engineering Director, requesting approval to proceed with the purchase of the upgrade to the SCADA system, totaling \$55,870.00.

Respectfully,

A handwritten signature in cursive script that reads "Rachel Shelley".

Rachel Shelley
Assistant Director of Procurement

RESOLUTION 148-2016

A RESOLUTION ACCEPTING THE PROPOSAL OF SURVALENT TECHNOLOGY CORPORATION IN A NOT TO EXCEED AMOUNT OF \$201,756 (INCLUDES CONTINGENCY OF \$26,316) AS THE MOST QUALIFIED FOR A NEW SUBSTATION CONTROL AND DATA ACQUISITION SYSTEM FOR THE ELECTRIC DEPARTMENT AND AUTHORIZING AND DIRECTING THE ISSUANCE OF A PURCHASE ORDER.

WHEREAS, a Request for Qualifications was developed and proposals were received for a new Substation Control and Data Acquisition System for the Electric Department, and

WHEREAS, a Selection Committee consisting of the Director of Purchasing, Director of Electric, Distribution Engineer, Water Superintendent, and Assistant Director of Purchasing reviewed the proposals, and

WHEREAS, the Selection Committee recommends Survalent Technology Corporation as the most qualified to provide High Voltage Engineering Services for the Alfred Substation, and

WHEREAS, funds are available in Account #501-2215-480.75.15, Project #EL1709.

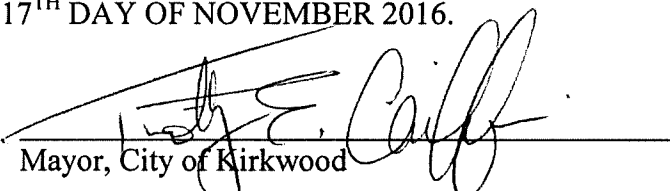
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The proposal of Survalent Technology Corporation in the amount not to exceed of \$201,756 (includes contingency of \$26,316) for a new Substation Control and Data Acquisition System for the Electric Department is hereby accepted and approved as the most qualified.

SECTION 2. The Mayor is hereby authorized and directed to enter into a contract with Survalent Technology Corporation in the amount not to exceed \$201,756 (includes contingency of \$26,316) for a new Substation Control and Data Acquisition System for the Electric Department.

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

PASSED AND APPROVED THIS 17TH DAY OF NOVEMBER 2016.



Mayor, City of Kirkwood

ATTEST



City Clerk

RESOLUTION 83-2022

A RESOLUTION AUTHORIZING THE CITY OF KIRKWOOD TO PROVIDE INSURANCE COVERAGE AT AN ANNUAL COST OF \$664,571, EFFECTIVE JULY 1, 2022 THROUGH JUNE 1, 2023.

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 \$664,571 as detailed in the attached summary of insurance renewal quotes and recommendations effective July 1, 2022 through June 1, 2023.

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

PASSED AND APPROVED THIS 16TH DAY OF JUNE 2022.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 6/16/2022

Step #1:

Strategic Plan Select... Goal # & Title

Background To Issue:

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

Recommendations and Action Requested:

The City is recommending the acceptance of the proposed rates provided by AJ Gallagher for liability and workers' compensation coverage, maintaining the City's current coverage levels from the period of July 1, 2022 until June 1, 2023. The premium increase of 10.9% is consistent with the City's anticipated increase, which was budgeted for this fiscal year.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$664,571.00 Account #: various Project #: Budgeted: YES
If YES, Budgeted Amount: \$811,005.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

BY: David Weilder

Date: 6/14/2022

Authenticated: weidledc

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



City of Kirkwood -
Recommended 2022
Insurance Program - as of 6-
13-22.xlsx
Microsoft Excel Worksheet
14.0 KB

 File Attachment

 File Attachment

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

Select...


Purchasing Director's Comments:


BY: Select...

Date:

Authenticated:

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

 File Attachment

 File Attachment

 File Attachment

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

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient in various accounts for \$664,571 to be approved as requested.

BY: Sandra Stephens

Date: 6/14/2022

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: _____

City of Kirkwood

Recommended Insurance Program - July 1, 2022 - June 1, 2023

as of June 13, 2022

Line of Coverage	Policy Term	Insurer	Deductible/Retention	Limit	Expiring Annualized Premium (1)	2022 Proposed Annualized Premium (2)	\$ Increase/ (Decrease)	% Increase/ (Decrease)	Comments
Property	7-1-22/ 6-1-23	Chubb	\$25,000 per occurrence, except: 1/2% wind/hail (minimum \$25,000) \$50,000 earthquake \$100,000 flood at most locations \$500,000 flood at 30 high hazard locations	\$88,523,000 per occurrence, except: \$15,000,000 earthquake \$10,000,000 flood \$1,000,000 flood for 30 high hazard locations	\$124,895	\$135,163	\$10,268	8.2%	8.2% is a reasonable rate increase in this hard insurance market.
Liability Package	7-1-22/ 6-1-23	Brit/Lloyds of London	\$100,000 per occurrence general, automobile, public officials, and law enforcement liability \$25,000 auto physical damage \$300,000 annual loss fund	\$5,000,000 per occurrence \$5,000,000 annual aggregate Auto physical damage \$1,475,000	\$249,075	\$280,950	\$31,875	12.8%	Casualty rates for municipalities are up across the industry.
Crime	7-1-22/ 6-1-23	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%	
Fiduciary Liability	7-1-22/ 6-1-23	Chubb	\$10,000 each claim	\$5,000,000 each claim and annual aggregate	\$19,529	\$20,999	\$1,470	7.5%	
Excess Workers' Compensation	7-1-22/ 6-1-23	Arch	\$750,000 per occurrence	Statutory \$1,000,000 employer's liability	\$192,991	\$213,749	\$20,758	10.8%	Excess workers' compensation rates are increasing across all industries.
Environmental (3)	7-8-22/ 6-8-25	AXA XL	\$50,000 per occurrence	\$2,000,000 per occurrence \$2,000,000 annual aggregate	\$9,776	\$10,931	\$1,155	11.8%	
					\$599,044	\$664,571	\$65,527	10.9%	

(1) Extensions from June 1, 2022 through July 1, 2022 were procured in order to give more time to negotiate better terms. Premiums in the comparison are the original annual premium.

(2) Eleven-month policies are being quoted for the renewal from July 1, 2022 through June 1, 2023. Premiums in the table above are annualized for better comparison purposes.

(3) Three-year policy - annualized premiums shown.