

Agenda
Kirkwood City Council
City Hall
Council Chambers
139 South Kirkwood Road
Kirkwood, MO 63122
Thursday, July 20, 2023, 7:00 p.m.
Posted on July 17, 2023

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. INTRODUCTIONS AND RECOGNITIONS - NONE
- IV. PRESENTATIONS - NONE
- V. PUBLIC HEARINGS - NONE
- VI. PUBLIC COMMENTS – 3 MINUTE LIMIT PER PERSON

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

VII. CONSENT AGENDA

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

- a) Approval of the July 6, 2023 Council Meeting Minutes
- b) Resolution 81-2023, appointing Council Members to serve as Liaisons to City Boards and Commissions
- c) Resolution 82-2023, designating Council Members Liz Gibbons and Mark Zimmer as members of the Audit Committee for a term to April 2024

VIII. UNFINISHED BUSINESS

- 1. Bill 10988, appropriating \$7,103,897 from the Electric Fund Balance to the Electric Department Electricity Account for the Fiscal Year 2022/2023 Budget for purchase power expenses and wholesale power revenues
- 2. Bill 10989, appropriating \$150,000 from the Medical Self-Insurance Fund Fund Balance to the Medical Self-Insurance Claims Expense Account due to increased medical claims for Fiscal Year 2022/2023
- 3. Bill 10990, appropriating \$350,000 from the Workers Compensation Fund Fund Balance to the Workers Compensation Claims Expense Account due to increased medical claims for Fiscal Year 2022/2023

4. Bill 10991, appropriating \$33,486 from the Equitable Sharing Fund Balance to the Police Department Machinery and Equipment Account for upgrades to the CAD System for the Police Department

IX. NEW BUSINESS

1. Bill 10992, appropriating \$17,814 from the Certificates of Participation Series 2022 to the Fire Department Machinery and Equipment Account, and accepting the bid of Sentinel Emergency Solutions in the amount of \$17,813.26 (pursuant to Sourcewell Cooperative Contract) for the purchase of a Slide-In Brush Fire Unit for the Fire Department and authorizing and directing the Director of Procurement to issue a Purchase Order
2. Bill 10993, vacating an 10' wide easement that exists on Lot 30 of Osage Hills Section E, as recorded in Plat Book 23, Pages 48 and 49 of the St. Louis County Recorder of Deeds, located in the City of Kirkwood, St. Louis County, Missouri, and more particularly described on exhibits A and B
3. Resolution 83-2023, authorizing and directing the Mayor to enter into a Federal Highway Administration Agreement for the awarded Toward Zero: Advancing the Kirkwood Vision Zero Project
4. Resolution 84-2023, accepting the quote of Tech Electronics in the amount not to exceed of \$19,500 (which includes a contingency of \$5,714.35) for the purchase and installation of an upgraded dispatch phone system for the Police Department and authorizing and directing the Director of Procurement to issue a Purchase Order
5. Resolution 85-2023, accepting the single source quote of Nelson Systems in the amount not to exceed of \$7,150 for installation of the upgraded dispatch phone system to the current phone recorder for the Police Department and authorizing and directing the Director of Procurement to issue a Purchase Order
6. Resolution 86-2023, accepting the single source quote of Charter Spectrum in the amount not to exceed of \$6,550 for installation and maintenance of fiber optic connections for the Police Department and authorizing and directing the Director of Procurement to issue a Purchase Order
7. Resolution 87-2023, accepting the bid of City Lighting Products in the amount of \$159,571.50 for the purchase of LED Street Lights for the Electric Department and authorizing and directing the Director of Procurement to issue a Purchase Order
8. Resolution 88-2023, accepting the bid of Midwest Scapes, LLC at the rates provided in the memo for tree stump removal for the Engineering 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

X. CONSENT AGENDA ITEMS FOR DISCUSSION (IF ANY)

XI. CITY COUNCIL REPORTS

XII. CHIEF ADMINISTRATIVE OFFICER REPORTS

1. Application for Temporary Outdoor Promotional Variance from 25 Financial for an event on the parking lot at 135 W. Adams on Saturday, September 23, 2023 from 10:00 a.m. to 2:00 p.m.

2. Application for Temporary Outdoor Promotional Variance from the Alpine Shop, 440 N. Kirkwood Road, to hold their annual Fall Swap Event from October 20th through the 23rd on the parking lot.

XIII. CITY ATTORNEY REPORTS

XIV. CITY CLERK REPORTS

1. Report of the Planning & Zoning Commission Meeting (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 August 3, 2023.**

CONTINUED ITEMS

NONE

TABLED ITEMS

NONE

Kirkwood City Council: Mayor Tim Griffin, Council Members Maggie Duwe, Liz Gibbons, Nancy Luetzow, Bob Sears, Kara Wurtz 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 July 6, 2023 Council Meeting Minutes
- b) Resolution 81-2023, appointing Council Members to serve as Liaisons to City Boards and Commissions
- c) Resolution 82-2023, designating Council Members Liz Gibbons and Mark Zimmer as members of the Audit Committee for a term to April 2024



WHERE COMMUNITY AND SPIRIT MEET*

DRAFT

**City Council Meeting Minutes
Kirkwood City Hall
Thursday, July 6, 2023, 7:00 p.m.**

Pursuant to notice of meeting duly given by the Mayor, the City Council convened on Thursday, July 6, 2023, at 7:00 p.m. at Kirkwood City Hall, 139 South Kirkwood Road, Kirkwood, Missouri. Present were: Present were Mayor Griffin, Council Members, Duwe, Gibbons, Sears and Zimmer. Also in attendance were Chief Administrative Office Russell Hawes, Assistant Chief Administrative Officer David Weidler, City Clerk Laurie Asche, Deputy City Clerk Bridget Waters, City Attorney John Hessel, Planning and Development Services Director Jonathan Raiche, Public Services Director Bill Bensing, and City Engineer Chris Krueger. Council Member Luetzow was absent and excused.

INTRODUCTIONS AND RECOGNITIONS

NONE

PRESENTATION

NONE

PUBLIC HEARINGS

NONE

PUBLIC COMMENTS

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 June 15, 2023 Council Meeting Minutes

UNFINISHED BUSINESS

Bill 10985, amending the provisions of the Municipal Code, Chapter 25 – Zoning and Subdivision regarding revisions to B-2 Mixed-Use Development Standards was brought before the City Council.

Roll Call:

Mayor Griffin	“Yes”
Council Member Zimmer	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	Absent
Council Member Sears	“Yes”



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WHERE COMMUNITY AND SPIRIT MEET

The bill, having received majority approval of the Council, was adopted and became Ordinance 10813.

Bill 10986, appropriating \$42,883.48 from the Equitable Sharing Fund Balance to the Police Department Machinery and Equipment Account, and accepting the bid of Wireless CCTV in the amount of \$42,883.48 (pursuant to General Services Administration GSA Advantage Cooperative Contract) for the purchase of a portable trailer surveillance camera system for the Police Department and authorizing and directing the Director of Procurement to issue a Purchase Order was brought before the City Council.

Roll Call:

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

The bill, having received majority approval of the Council, was adopted and became Ordinance 10814.

Bill 10987, appropriating \$14,512 from the Capital Fund Fund Balance to the Street Department Rolling Stock Account, and accepting the bid of Viking Chives Midwest in the amount of \$112,476 (pursuant to Sourcewell Cooperative Contract) for the purchase of a 2023 Ford F550 Chassis with Viking Chives Dump Body for the Street Department and authorizing and directing the Director of Procurement to issue a Purchase Order was brought before the City Council.

Roll Call:

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

The bill, having received majority approval of the Council, was adopted and became Ordinance 10815.



WHERE COMMUNITY AND SPIRIT MEET™

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NEW BUSINESS

Bill 10988, appropriating \$7,103,897 from the Electric Fund Balance to the Electric Department Electricity Account for the Fiscal Year 2022/2023 Budget for purchase power expenses and wholesale power revenues was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Duwe to accept the Bill as read. Discussion took place.

The bill received first reading approval and was held over.

Bill 10989, appropriating \$150,000 from the Medical Self-Insurance Fund Fund Balance to the Medical Self-Insurance Claims Expense Account due to increased medical claims for Fiscal Year 2022/2023 was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Gibbons to accept the Bill as read. Discussion took place.

The bill received first reading approval and was held over.

Bill 10990, appropriating \$350,000 from the Workers Compensation Fund Fund Balance to the Workers Compensation Claims Expense Account due to increased medical claims for Fiscal Year 2022/2023 was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Gibbons to accept the Bill as read. Discussion took place.

The bill received first reading approval and was held over.

Bill 10991, appropriating \$33,486 from the Equitable Sharing Fund Balance to the Police Department Machinery and Equipment Account for upgrades to the CAD System for the Police Department was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Duwe to accept the Bill as read.

The bill received first reading approval and was held over.

Resolution 77-2023, approving the Development Plan for a Mixed-Use Project in the B-2 Zoning District located on the properties known as 116, 126, 132, 142 and 150 East Monroe Avenue and 309 South Taylor Avenue, subject to certain conditions was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Zimmer to accept the Resolution as read. Discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Zimmer	"Yes"
Council Member Duwe	"Yes"
Council Member Gibbons	"Yes"



WHERE COMMUNITY AND SPIRIT MEET™

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Council Member Luetzow	Absent
Council Member Sear	"Yes"

Resolution 78-2023, accepting the single source proposal of Avail Switchgear Systems in the amount not to exceed of \$1,772,145 for switchgear modifications and additional spare parts for the Sugar Creek Substation for the Electric Department and authorizing and directing the Director of Procurement to issue a Purchase Order was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Duwe to accept the Resolution as read.

Roll Call:

Mayor Griffin	"Yes"
Council Member Zimmer	"Yes"
Council Member Duwe	"Yes"
Council Member Gibbons	"Yes"
Council Member Luetzow	Absent
Council Member Sear	"Yes"

Resolution 79-2023, authorizing and directing the Mayor to enter into an annual renewable Fleet Maintenance Services Agreement with the City of Crestwood, Missouri for all preventative vehicle maintenance to be performed by the City of Kirkwood Fleet Services Department was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Zimmer to accept the Resolution as read. Discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Zimmer	"Yes"
Council Member Duwe	"Yes"
Council Member Gibbons	"Yes"
Council Member Luetzow	Absent
Council Member Sear	"Yes"

Resolution 80-2023, accepting the bid of Traffic Control Company in the amount not to exceed of \$95,206.82 (which includes a contingency of \$12,418.28) for 2023 Acrylic Waterborne Pavement Markings for Street Department and authorizing and directing the Mayor to enter into a contract was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Zimmer to accept the Resolution as read. Discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Zimmer	"Yes"



WHERE COMMUNITY AND SPIRIT MEET™

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Council Member Duwe	"Yes"
Council Member Gibbons	"Yes"
Council Member Luetzow	Absent
Council Member Sear	"Yes"

CONSENT AGENDA ITEMS FOR DISCUSSION
NONE

CITY COUNCIL REPORTS

Mayor Griffin introduce his wife Susan and his new daughter-in-law, Tephi, who was present along with her brother Daniel that is visiting from Guatemala.

Mayor Griffin stated that July 4th festival turned out great and thanked City departments that were involved in the event.

Mayor Griffin also thanked the Electric Department for working during the powerful storms that took place over the weekend.

The City Council congratulated Director of Public Services Bill Bensing on his retirement and thanked him for his 20 years of service to the City of Kirkwood.

CHIEF ADMINISTRATIVE OFFICER REPORT

Mr. Hawes thanked Director of Public Services Bill Bensing for his hard work and service with the City of Kirkwood and congratulated him on his retirement.

Mr. Hawes reported that the City of Kirkwood received an Application for Temporary Outdoor Promotional Variance from Teleo Coffee, 132 W. Monroe, to hold a 2-Year Birthday Party on August 13, 2023 on the parking lot from 8:00 a.m. to 2:00 p.m. Set up will start at 6:00 a.m. and tear down at 4:00 p.m. was brought before the City Council. Council member Gibbons recused herself from this vote. Motion was made by Council Member Duwe and seconded by Council Member Zimmer. Motion passed unanimously.

Mr. Hawes reported that the City of Kirkwood received an Application for Temporary Outdoor Promotional Variance from Chicken Out Kirkwood, LLC, 10463 Manchester Road, for a second annual party on the patio/parking lot on July 22, 2023 from 2:00 p.m. to 7:00 p.m. was brought before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Zimmer. Motion passed unanimously.



WHERE COMMUNITY AND SPIRIT MEET

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CITY ATTORNEY REPORT

Mr. Hessel congratulated Director of Public Services Bill Bensing on his retirement.

CITY CLERK REPORT

Ms. Asche congratulated Director of Public Services Bill Bensing on his retirement.

APPOINTMENT OF COUNCIL MEMBER TO FILL VACANCY

Mayor Griffin stated that at the June 15th City Council meeting Council Member Ward submitted his resignation effective June 16th. The City Charter lays out the process in which the Council shall appoint a replacement to fill the vacancy until the next regular municipal election, which will take place in April 2024. The person receiving the fourth most votes will be elected to fill the unexpired 2-year term.

Motion was made by Council Member Duwe and seconded by Council Member Sears to appoint former Council Member Kara Wurtz to fill the vacancy until next April. Motion passed unanimously. City Clerk Asche swore in newly appointed Council Member Wurtz.

Newly appointed Council Member Wurtz thanked the Mayor and Council for giving her the opportunity to fill the vacant Council seat until next April. Council Member Wurtz also congratulated Public Services Director Bill Bensing on his retirement and thanked him for his hard work and service to the City.

ADJOURNMENT

There being no further business to come before the Council, the formal meeting was adjourned at 7:40 p.m. The next regular meeting of the Kirkwood City Council will take place at 7:00 p.m. on July 20, 2023.

Laurie Asche
City Clerk

Approved:

RESOLUTION 81-2023

A RESOLUTION APPOINTING COUNCIL MEMBERS TO SERVE AS LIAISONS TO CITY BOARDS AND COMMISSIONS.

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

SECTION 1. Council Members are hereby designated to serve as liaison on the following Boards and Commissions beginning July 21, 2023.

BOARD

Architectural Review
Board of Adjustment
Downtown Special Business District/Market Committee
Finance Committee
Greentree Festival Committee
Human Rights Advisory & Awareness
Industrial Development Authority
Kirkwood Arts Commission
Landmarks Commission
Library Board
Local Housing Authority
Park Board
Planning and Zoning Commission
Urban Forestry Commission
Youth Advisory Commission

LIAISON

Nancy Luetzow
Bob Sears
Bob Sears
Nancy Luetzow
Liz Gibbons
Maggie Duwe
Mark Zimmer
Liz Gibbons
Maggie Duwe
Liz Gibbons
Mark Zimmer
Bob Sears
Mark Zimmer
Nancy Luetzow
Maggie Duwe

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

PASSED AND APPROVED THIS 20TH DAY OF JULY 2023.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 7/20/2023

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The City Council Members serve as Liaisons to Boards and Commissions. Due to the appointment of a Council Member to fill a vacancy on the City Council, the Liaison list needs to be updated.

Recommendations and Action Requested:

Approve the Resolution appointing Council Members to serve as Liaisons to Boards and Commissions.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$0.00 Account #: 0000000000000000 Project #:
If YES, Budgeted Amount: \$0.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments: Budgeted: YES

BY: Laurie Asche Date: 7/10/2023 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

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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:

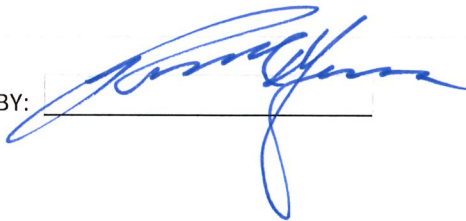
Authenticated:

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY:



Date:

7-13-23

RESOLUTION 82-2023

A RESOLUTION DESIGNATING COUNCIL MEMBERS LIZ GIBBONS AND MARK ZIMMER AS MEMBERS OF THE AUDIT COMMITTEE FOR A TERM TO APRIL 2024.

WHEREAS, in 2008 the City Council approved the creation of an Audit Committee in for independent oversight of Kirkwood’s accounting procedures and internal controls, and

WHEREAS, the Audit Committee consists of three members of the Kirkwood City Council, one of whom is the Mayor who will serve as Chair of the Committee, and

WHEREAS, the City Council is responsible for selecting among its members two Council Members to serve a two-year term or until the conclusion of their current term, whichever comes first.

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

SECTION 1. Council Members Liz Gibbons and Mark Zimmer are hereby designated as members of the Audit Committee for a term to April 2024.

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

PASSED AND APPROVED THIS 20TH DAY OF JULY 2023.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 7/20/2023

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The City Council designates two Council Members to serve on the Audit Committee. Due to a vacancy on the Audit Committee the City Council needs to designate members to serve until April 2024.

Recommendations and Action Requested:

Designate Council Members Gibbons and Zimmer to serve on the Audit Committee until April 2024.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$0.00

Account #: 00000000

Project #:

If YES, Budgeted Amount: \$0.00

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

Department Head Comments:

Budgeted: YES


BY: Laurie Asche

Date: 7/17/2023

Authenticated: aschelb

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

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

Select...

Purchasing Director's Comments:

BY: Select...

Date:

Authenticated:

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

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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: 7-17-23

BILL 10988

ORDINANCE

AN ORDINANCE APPROPRIATING \$7,103,897 FROM THE ELECTRIC FUND BALANCE TO THE ELECTRIC DEPARTMENT ELECTRICITY ACCOUNT FOR PURCHASE POWER EXPENSES AND WHOLESALE POWER REVENUES FOR FISCAL YEAR 2022/2023.

WHEREAS, during Fiscal Year 2022/2023 volatility in the natural gas market caused price spikes in the price of power on the grid, and

WHEREAS, consequently, Kirkwood Electric experienced a significant increase in its wholesale purchase price expenditures and an increase in its revenue associated with sales of power in the wholesale market, and

WHEREAS, funds in the amount of \$7,103,897 needs to be appropriated from the Electric Fund Balance to Account #501-2111-480.62.01 (Electricity) for Fiscal Year 2022/2023.

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

SECTION 1. Funds in the amount of \$7,103,897 are hereby appropriated from the Electric Fund Balance to Account #501-2111-480.62.01 (Electricity) for Fiscal Year 2022/2023.

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

PASSED AND APPROVED THIS DAY OF.

Mayor, City of Kirkwood

ATTEST:

City Clerk
1st Reading:
2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 7/6/2023

Step #1:

Strategic Plan YES

Goal # & Title Goal #2 - Governance and Civic Engagement

Background To Issue:

During FY23 volatility in the natural gas market caused price spikes in the price of power on the grid. consequently, Kirkwood Electric saw a significant increase in its wholesale purchase price expenditures. In conjunction with the increase in the expense for power, Kirkwood Electric saw an equivalent increase in its revenue associated with sales of power in the wholesale market. In September, Kirkwood Electric modified its rates with the fuel adjustment to maintain the appropriate cash for purchase power transactions during the year. the fiscal year has now been completed and the financial statements are being prepared.

Recommendations and Action Requested:

The Electric Department recommends approval of an ordinance to amend the Electric Department's budget to reflect the actual purchase power expense and wholesale power revenue experienced in FY23.

Alternatives Available:

These modifications to the purchase power expense and wholesale revenue budget are in accordance with Government Accounting Standards Board reporting.

Does this project have a public information component? Yes No

Cost: \$7,103,897.00 Account #: 50121114806201 Project #: Budgeted: NO

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

Department Head Comments:

In FY23 the Electric Department experienced a revenue increase over budget of \$8,409,257 and an expense increase over budget of \$7,103,897. The Department recommends approval of the ordinance to reflect the actual revenue and expense experienced during the fiscal year.

BY: Mark Petty


Date: 5/23/2023

Authenticated: pettyma

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

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

Select...

Purchasing Director's Comments:

BY: Select...

Date:

Authenticated:

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

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

Appropriation

From Account # or Fund Name: Electric Fund Balance

To Account # or Fund Name: Electricity

Finance Director's Comments:

Electric Fund balance is available and sufficient to appropriate f \$7,103,897 to account 501-2111-480-62-01, Electricity to approve the above as requested, for Fiscal Year 2022/2023.

BY: Select...

Sandy Stephens

Date: 6/28/2023

Authenticated: stephesf

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

Approve

Diasapprove

Chief Administrative Officer's Comments:

BY: 

Date: 6-29-23

BILL 10989

ORDINANCE

AN ORDINANCE APPROPRIATING \$150,000 FROM THE MEDICAL SELF-INSURANCE FUND FUND BALANCE TO THE MEDICAL SELF-INSURANCE CLAIMS EXPENSE ACCOUNT DUE TO INCREASED MEDICAL CLAIMS FOR FISCAL YEAR 2022/2023.

WHEREAS, the Medical Self-Insurance Claims Expense Account has received an increase in claims during Fiscal Year 2022/2023, and

WHEREAS, funds in the amount of \$150,000 needs to be appropriated from the Medical Self-Insurance Fund Fund Balance to Account #601-3110-441.21.02 (Medical Self-Insurance Claims Expense), for Fiscal Year 2022/2023.

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

SECTION 1. Funds in the amount of \$150,000 are hereby appropriated from the Medical Self-Insurance Fund Fund Balance to Account #601-3110-441.21.02 (Medical Self-Insurance Claims Expense), for Fiscal Year 2022/2023.

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

PASSED AND APPROVED THIS DAY OF.

Mayor, City of Kirkwood

ATTEST:

City Clerk
1st Reading:
2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 7/6/2023

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The medical self-insurance claims expense account has received an increase in claims during the FY2023 budget year that exceed the available funds for claims. The City received a substantial increase in claims expense between November 2022 and February 2023 that did not follow the historic trending for the program. From October 2022 our medical claims expenses substantially increased, from an approximate average of \$255,000 per month for the period of April 2022 through October 2022 to \$423,000 per month for the period of November 2022 through February 2023. Due to these increases in claims, the amount of \$150,000 is required to be appropriated into the medical self-insurance claims expense account 601-3110-441.21-02 for FY2023.

Recommendations and Action Requested:

The Administration Department is requesting an appropriation by City Council in the amount of \$150,000 into the medical self-insurance claims expense account 601-3110-441.21-02 for FY2023 from the medical self-insurance fund fund balance, which is believed to be sufficient funding to make the medical self-insurance budget adequately funded through the end of FY2023.

Alternatives Available:

None

Does this project have a public information component? Yes No

Cost: \$150,000.00 Account #: 60131104412102 Project #: Budgeted: NO

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

Department Head Comments:

BY: Select... *David Weidler*

Date: 6/29/2023

Authenticated: weidledc

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

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

Select...

Purchasing Director's Comments:

BY: Select...

Date:

Authenticated:

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

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

Appropriation

From Account # or Fund Name: Medical Self-Insurance Fund fund balance

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

Finance Director's Comments:

Medical Self-Insurance Fund fund balance is available and sufficient to appropriate \$150,000 to account 601-3110-441.21-02 for FY2022/FY2023, to approve the above as requested.

BY: Select...

Date: 6/29/2023

Authenticated: stephesf

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

Approve Diasapprove

Chief Administrative Officer's Comments:

BY:



Date:

6-29-23

BILL 10990

ORDINANCE

AN ORDINANCE APPROPRIATING \$350,000 FROM THE WORKERS COMPENSATION FUND FUND BALANCE TO THE WORKERS COMPENSATION CLAIMS EXPENSE ACCOUNT DUE TO INCREASED WORKERS COMPENSATION CLAIMS FOR FISCAL YEAR 2022/2023.

WHEREAS, the Workers Compensation Claims Expense Account has received an increase in claims during Fiscal Year 2022/2023, and

WHEREAS, funds in the amount of \$350,000 needs to be appropriated from the Workers Compensation Fund Fund Balance to Account #602-3111-442.21.02 (Workers Compensation Claims Expense), for Fiscal Year 2022/2023.

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

SECTION 1. Funds in the amount of \$350,000 are hereby appropriated from the Workers Compensation Fund Fund Balance to Account #602-3111-442.21.02 (Workers Compensation Claims Expense), for Fiscal Year 2022/2023.

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

PASSED AND APPROVED THIS DAY OF.

Mayor, City of Kirkwood

ATTEST:

City Clerk
1st Reading:
2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 7/6/2023

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The workers compensation fund is required to maintain reserves in its claim expense account in order to cover potential costs for open claims. At the end of FY2023 there are open claims requiring reserves which exceed the balance of the workers compensation claims expense account by up to \$350,000.

Recommendations and Action Requested:

The Administration Department is requesting an appropriation by City Council in the amount of \$350,000 into the workers compensation claims expense account 602-3111-442.21-02 for FY2023 from the workers compensation fund fund balance, which is believed to be sufficient funding to make the workers compensation budget adequately funded through the end of FY2023.

Alternatives Available:

None

Does this project have a public information component? Yes No

Cost: \$350,000.00 Account #: 60231114422102 Project #: Budgeted: NO

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

Department Head Comments:

BY: Select... *David Weidler*

Date: 6/29/2023

Authenticated: weidledc

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

 File Attachment

 File Attachment

 File Attachment

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

Select...

Purchasing Director's Comments:

BY: Select...

Date:

Authenticated:

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

 File Attachment

 File Attachment

 File Attachment

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

Appropriation

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

To Account # or Fund Name: 602-3111-442.21-02

Finance Director's Comments:

Workers Compensation Fund fund balance is available and sufficient to appropriate \$350,000 to account 602-3111-442.21-02 for FY2022/FY2023, to approve the above as requested.

BY: Select...

Date: 6/29/2023

Authenticated: stephesf

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



Approve



Diasapprove

Chief Administrative Officer's Comments:

BY:



Date:

6-29-23

BILL 10991

ORDINANCE

AN ORDINANCE APPROPRIATING \$33,486 FROM THE EQUITABLE SHARING FUND BALANCE TO THE POLICE DEPARTMENT MACHINERY AND EQUIPMENT ACCOUNT FOR UPGRADES TO THE CAD SYSTEM FOR THE POLICE DEPARTMENT.

WHEREAS, the Police Department is seeking to upgrade the CAD System, and

WHEREAS, funds in the amount of \$33,486 need to be appropriated from the Equitable Sharing Fund Balance to Account #205-02-050-000-000-620040 (Machinery & Equipment).

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

SECTION 1. Funds in the amount of \$33,486 are hereby appropriated from the Equitable Sharing Fund Balance to Account #205-02-050-000-000-620040 (Machinery & Equipment).

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

PASSED AND APPROVED THIS DAY OF.

Mayor, City of Kirkwood

ATTEST:

City Clerk
1st Reading:
2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 7/6/2023

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The Police Department communications project (new CAD, NG911 system and Fire Station Alerting) is partially implemented, and there is additional required work to complete the transition.

Recommendations and Action Requested:

The Police Department requests City Council approved the appropriation of \$33,500 from Equitable Sharing funds for work necessary to complete the communications project.

Alternatives Available:

This expense is necessary for the upgrade, so funding would need to be secured elsewhere.

Does this project have a public information component? Yes No

Cost: \$33,500.00 Account #: 2050205000000... Project #: Budgeted: NO

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

Department Head Comments:

BY: Brian Murphy

Date: 6/30/2023

Authenticated:

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

 File Attachment

 File Attachment

 File Attachment

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

Select...

Purchasing Director's Comments:

BY: Select...

Date:

Authenticated:

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

 File Attachment

 File Attachment

 File Attachment

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

Appropriation

From Account # or Fund Name: Equitable Sharing Fund Balance

To Account # or Fund Name: 2050205000000620040

Finance Director's Comments:

Equitable Sharing Fund fund balance is available and sufficient for \$33,486 to be appropriated to account 205-02-050-000-000-620040, Machinery and Equipment as requested above.

BY: Select...

Date: 6/30/2023

Authenticated: stephesf

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

Approve Diasapprove

Chief Administrative Officer's Comments:

BY:



Date:

6-30-23

BILL 10992

ORDINANCE

A RESOLUTION APPROPRIATING \$17,814 FROM THE CERTIFICATES OF PARTICIPATION SERIES 2022 TO THE FIRE DEPARTMENT MACHINERY AND EQUIPMENT ACCOUNT, AND ACCEPTING THE BID OF SENTINEL EMERGENCY SOLUTIONS IN THE AMOUNT OF \$17,813.26 (PURSUANT TO SOURCEWELL COOPERATIVE CONTRACT) FOR THE PURCHASE OF A SLIDE-IN BRUSH FIRE UNIT FOR THE FIRE 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 Slide-In Brush Fire Unit for the Fire Department from Sentinel Emergency Solutions in the amount of \$17,813.26 under Sourcewell Cooperative Contract #040220-CET, and

WHEREAS, 50% of the cost will be reimbursed to the City of Kirkwood through ARPA grant funds, and

WHEREAS, funds in the amount of \$17,814 needs to be appropriated from the Certificates of Participation Series 2022 to Account #301-03-060-000-000-620040 (Machinery & Equipment).

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

SECTION 1. Funds in the amount of \$17,814 are hereby appropriated from the Certificates of Participation Series 2022 to Account #301-03-060-000-000-620040 (Machinery & Equipment).

SECTION 2. The Director of Procurement is hereby authorized and directed to issue a Purchase Order in the amount of \$17,813.26 to Sentinel Emergency Solutions under Sourcewell Cooperative Contract #040220-CET for the purchase of a Slide-In Brush Fire Unit for the Fire Department.

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

PASSED AND APPROVED THIS DAY OF.

Mayor, City of Kirkwood

ATTEST:

City Clerk
1st Reading:
2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 7/20/2023

Step #1:

Strategic Plan YES

Goal # & Title Goal #3 - Quality of Life: Continue to invest in public safety to en...

Background To Issue:

The City of Kirkwood has over 300 acres of park land to include various city parks and state nature reserves. These highly visited areas are often inaccessible by normal fire apparatus and require the use of a 4x4 vehicle to access trails and remote areas for brush fires. In an effort to improve the Kirkwood Fire Department capabilities, a request for ARPA funding through the Missouri Department of Public Safety was requested to purchase a slide-in brush fire unit for the current fire department pick-up truck 1519. The grant will provide half the funding for the project once the asset is received.

Recommendations and Action Requested:

It is the fire department's recommendation to use certificates of participation funds to purchase the slide-in brush fire unit from Sentinel Emergency Solutions for \$17,813.26, of which 50% will be reimbursed to the City of Kirkwood by ARPA grant funds.

Alternatives Available:

Alternatives to this plan are to not make the purchase and notify the Missouri Department of Public Safety that the City of Kirkwood elects to decline the matching grant.

Does this project have a public information component? Yes No

Cost: \$17,813.26

Account #: 3010306000000620040

Project #:

If YES, Budgeted Amount: \$17,813.26

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

Department Head Comments:

Budgeted: YES

BY: James Silvernail

Date:

Authenticated:

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



Est_10059_from_SENTINEL_E
MERGENCY_SOLUTIONS_2256
8.pdf

Adobe Acrobat Document
129 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: 7/11/2023

Authenticated: sfo

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 \$17,814 in account 301-03-060-000-000-620040, Machinery & Equipment to approve the above as requested.

BY: Sandra Stephens

Date: 7/11/2023

Authenticated: forgyjl

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 7-13-23



SENTINEL EMERGENCY SOLUTIONS
2900 TELEGRAPH RD.
ST. LOUIS MO 63125

sales@sentineles.com
 800.851.1928
 314.939.1999

PROPOSAL

Date	Quote #
7/6/2023	10059

Bill To:
KIRKWOOD FIRE DEPT. 11804 BIG BEND BLVD KIRKWOOD, MO 63122

Ship To
KIRKWOOD FIRE DEPT. 11804 BIG BEND BLVD KIRKWOOD, MO 63122

Terms	Rep	Proposal Good Throu...	Freight	Submitted by
Net 20	CM	30 days	Included	CM

Qty	Item	Vendor	Description	Cost	Total Sale Price
1	SPECIAL ORDER	CET	CET SKID UNIT DI-PFP-20hpHND-MR 001-PP1-014 HONDA ENGINE, ELECTRIC 20hp V-TWIN 150 gallons water tank 78X48" Manifold outlet (1) 1 1/2" fire type tank fill IPO industrial valve (1) 1" Fire type ball valve service line with cap and chain (1) 2 1/2" Fire type ball valve service line with cap and chain NST (1) Stainless steel manifold (1) Suction inlet (1) Standard suction with two 2 1/2" fire grade ball valve NST-F (1) Strainless steel suction piping Electric low profile hose reel 1" x 150' (EF4038-17-18RT) (1) Set of chrome outriggers w/ 3 way rollers	16,813.26	16,813.26

THANK YOU for the opportunity to quote this.
We appreciate your business.

Total



SENTINEL EMERGENCY SOLUTIONS
2900 TELEGRAPH RD.
ST. LOUIS MO 63125

sales@sentineles.com
 800.851.1928
 314.939.1999

PROPOSAL

Date	Quote #
7/6/2023	10059

Bill To:
KIRKWOOD FIRE DEPT. 11804 BIG BEND BLVD KIRKWOOD, MO 63122

Ship To
KIRKWOOD FIRE DEPT. 11804 BIG BEND BLVD KIRKWOOD, MO 63122

Terms	Rep	Proposal Good Throu...	Freight	Submitted by
Net 20	CM	30 days	Included	CM

Qty	Item	Vendor	Description	Cost	Total Sale Price
			Rubber hose 1" (150 Foot)		
			Poly pre-connect hose tray to hold 1 3/4" x 200' (1)		
			90 degrees 1 1/2" swivel (1)		
			Direct Tank Fill with 2.5" fire grade valve Stainless Steel direct tank fill		

THANK YOU for the opportunity to quote this.
We appreciate your business.

Total



SENTINEL EMERGENCY SOLUTIONS
2900 TELEGRAPH RD.
ST. LOUIS MO 63125

sales@sentineles.com
 800.851.1928
 314.939.1999

PROPOSAL

Date	Quote #
7/6/2023	10059

Bill To:
KIRKWOOD FIRE DEPT. 11804 BIG BEND BLVD KIRKWOOD, MO 63122

Ship To
KIRKWOOD FIRE DEPT. 11804 BIG BEND BLVD KIRKWOOD, MO 63122

Terms	Rep	Proposal Good Throu...	Freight	Submitted by
Net 20	CM	30 days	Included	CM

Qty	Item	Vendor	Description	Cost	Total Sale Price
1	SHIPPING		SHIPPING Sourcewell Contract # 040220-CET Special pricing quote 26015	1,000.00	1,000.00

THANK YOU for the opportunity to quote this.
We appreciate your business.

Total	\$17,813.26
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July 11, 2023

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Slide-In Brush Fire Unit; Kirkwood Fire Department, Bid # 500954

The City of Kirkwood has over 300 acres of parkland that include various city parks and state nature reserves. Much of these areas are not accessible by a normal fire apparatus and require the use of a 4x4 vehicle. In an effort to increase the Fire Departments capabilities, ARPA funding was requested for the purchase of a slide-in brush fire unit for the current fire department pick-up truck.

The ARPA funding will provide a 50 percent reimbursement upon the City's receipt of the asset.

This purchase is available through Sourcewell cooperative contract number 040220-CET.

Attached is a request from James Silvernail, Fire Chief, for a resolution authorizing a purchase order be issued to Sentinel Emergency Solutions in the amount of \$17,813.26 for the purchase of a slide-in brush fire unit.

Respectfully,

A handwritten signature in black ink, appearing to read "Sara Foan-Oliver". The signature is fluid and cursive, with a large initial "S" and a long, sweeping underline.

Sara Foan-Oliver
Procurement Director

BILL 10993

ORDINANCE

AN ORDINANCE VACATING AN 10' WIDE EASEMENT THAT EXISTS ON LOT 30 OF OSAGE HILLS SECTION E, AS RECORDED IN PLAT BOOK 23, PAGES 48 AND 49 OF THE ST. LOUIS COUNTY RECORDER OF DEEDS, LOCATED IN THE CITY OF KIRKWOOD, ST. LOUIS COUNTY, MISSOURI, AND MORE PARTICULARLY DESCRIBED ON EXHIBITS A AND B (ATTACHED HERETO AND INCORPORATED BY REFERENCE HEREIN).

WHEREAS, the property owners at 12618 Big Bend wish to vacate the existing 10' wide easement for a front porch addition, and

WHEREAS, the property owners have obtained a letters of approval to vacate the easement from Ameren, AT&T, Charter, Kirkwood Electric, Kirkwood Water, Missouri American Water, Metropolitan St. Louis Sewer District, and Spire, and

WHEREAS, the Engineering Department recommends approval of the vacation of the 10' wide easement that exists on Lot 30 Osage Hills Section E, as recorded in Plat Book 23, Pages 48 and 49 of the St. Louis County Recorder of Deeds, located in the City of Kirkwood, St. Louis County, Missouri, and more particularly described on exhibits A and B (attached hereto and incorporated by reference herein).

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

SECTION 1. There is hereby vacated a 10' wide easement that exists on Lot 30 of Osage Hills Section E, as recorded in Plat Book 23, Pages 48 and 49 of the St. Louis County Recorder of Deeds, located in the City of Kirkwood, St. Louis County, Missouri, and more particularly described on exhibits A and B (attached hereto and incorporated by reference herein):

A tract of land commencing at the northwest corner of Lot 30 of Osage Hills Section E in Plat Book 23 Page(s) 48 and 49 of the St. Louis County, Missouri records, thence along the West line of said Lot 30, South 14 degrees 00 minutes 00 seconds West, 25.00 feet to the point of beginning; thence along said easement line, South 83 degrees 07 minutes 30 seconds East 80.62 feet to a point along East line of said Lot 30; thence continuing along said East line, South 14 degrees 00 minutes 00 seconds West, 10.08 feet; thence along said easement line, North 83 degrees 07 minutes 30 seconds West, 80.62 feet to a point located on the West line of said Lot 30; thence along said West line, North 14 degrees 00 minutes 00 seconds East, 10.08 feet to the point of beginning.

SECTION 2. A certified copy of this ordinance shall be recorded with the Recorder of Deeds, St. Louis County.

SECTION 3. This ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF.

Mayor, City of Kirkwood

ATTEST:

City Clerk
1st Reading:
2nd Reading:

Legislation Request

Ordinance

Place On The Agenda Of: 7/20/2023

Step #1:

Strategic Plan NO Goal # & Title Goal 1. Enhance the quality of life of citizens

Background To Issue:

A 10' wide easement exists through the property at 12618 Big Bend in Kirkwood as shown on the exhibit and legal descriptions of Exhibits "A" and "B". A application has been received to vacate the existing easement on 12618 Big Bend for a front porch addition. The applicant has obtained no objection letters from Ameren, AT&T, Charter, Kirkwood Electric, Kirkwood Water, Missouri American Water, Metropolitan St. Louis Sewer District, and Spire.

Recommendations and Action Requested:

It is recommended the City Council approve the vacation of the easement as depicted in Exhibit "A" and as defined in legal description in Exhibit "B".

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$0.00

Account #: 0

Project #:

If YES, Budgeted Amount:

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

Department Head Comments:

Budgeted: YES

BY: Christopher Krueger

Date: 7/12/2023

Authenticated: Ckrueger

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



Application.pdf
Adobe Acrobat Document
1.08 MB



Exhibit and Legal
Description.pdf
Adobe Acrobat Document
158 KB



All Utility Release Letters.pdf
Adobe Acrobat Document
1.33 MB

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

Select...

Purchasing Director's Comments:

BY: Select...

Date:

Authenticated:

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

 File Attachment

 File Attachment

 File Attachment

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

Select...

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

BY: Select...

Date:

Authenticated:

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

Approve

Disapprove

Chief Administrative Officer's Comments:

BY:



Date:

7-13-23

CITY OF KIRKWOOD
APPLICATION FOR CITY COUNCIL ACTION

DATE: 03/24/2023

PROJECT ADDRESS: 12618 Big Bend Boulevard

ACTION REQUESTED

Right-of-Way Encroachment

Right-of-Way Vacation

Other _____

Easement Vacation

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): RON MOSS Signature: [Signature] Phone No.: 314-540-2409

Mailing Address: 680 PENNY LN City: IMPERIAL State: MO Zip: 63052

E-mail Address: ronmoss680@gmail.com

Petitioner's Status: Corporation Partnership Individual

Relationship of Petitioner to Property: Owner Option Holder (Attach Copy of Contract)

AGENT INFORMATION

Agent's Name: Lora Headrick / ALTER Signature: [Signature] Phone No.: 636-477-6000

Mailing Address: 3906 S. Old Hwy 94 Suite 600 City: St. Charles State: MO Zip: 63304

E-mail Address: mail@alteals.com

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

PROPERTY OWNERS

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

Name: MOSS PROPERTY GROUP, LLC Name: _____

Signature: [Signature] Signature: _____

Address: 680 PENNY LN Address: _____

City/State/Zip: IMPERIAL, MO 63052 City/State/Zip: _____

Phone: 314 540 2409 Phone: _____

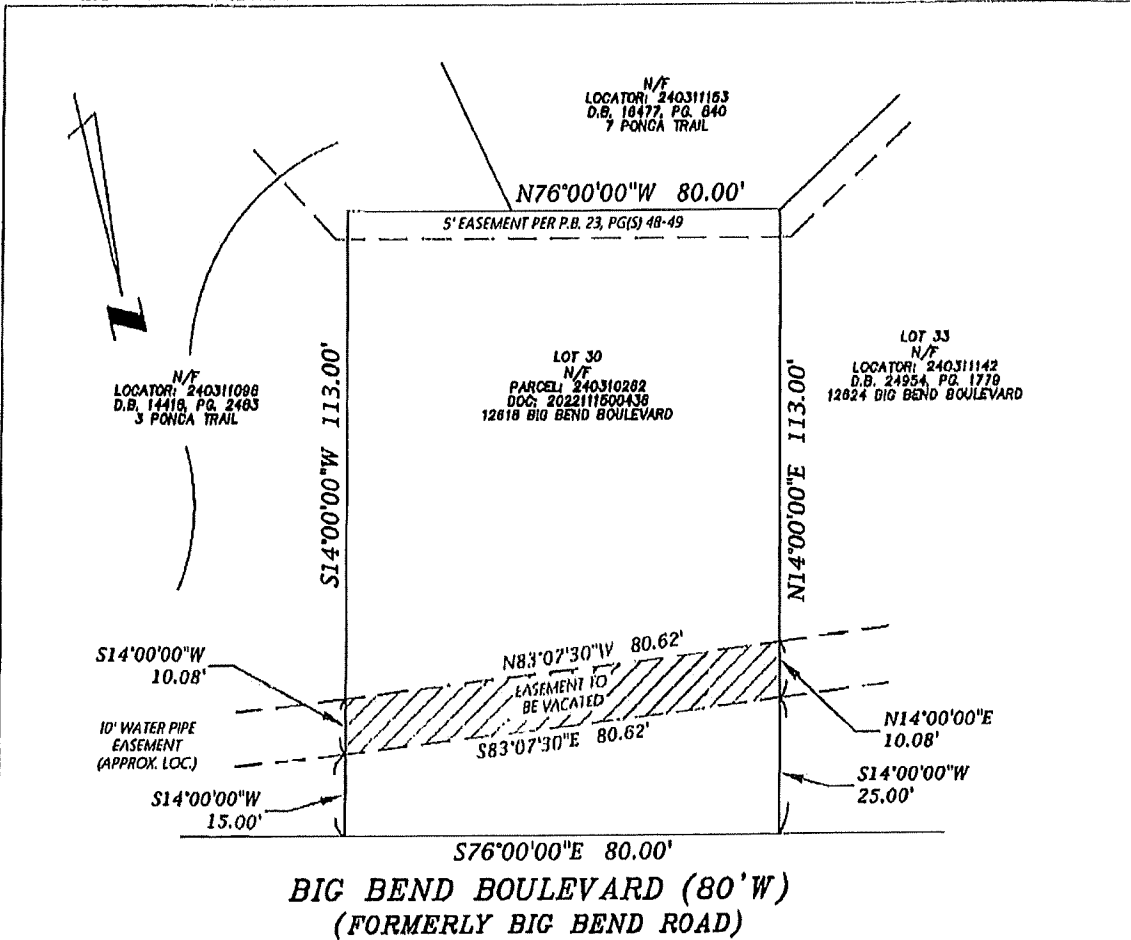
FOR CITY USE ONLY

Date Received: 3/24/2023 Total Received: \$ 100.00 Agenda Date: 7/20/2023

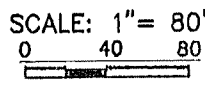
Easement Vacation: \$100

Right-of-Way Vacation: \$200

VACATION OF WATER PIPE EASEMENT
12618 BIG BEND BOULEVARD



NOTE: LOCATION OF EASEMENT IS BASED OFF SCALED MEASUREMENTS OF OSAGE HILLS SECTION E IN PLAT BOOK 23 PAGE(S) 48 AND 49 OF THE ST. LOUIS COUNTY, MISSOURI RECORDS AND MAY BE SUBJECT TO CHANGE. AT THE TIME OF SURVEY, CITY OF KIRKWOOD WATER HAS STATED THAT WATER PIPELINE IS NO LONGER ACTIVE AND WAS NOT ABLE TO PROVIDE THE EXACT LOCATION OF SAID WATER EASEMENT.



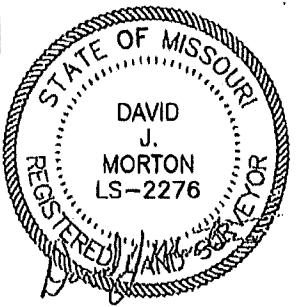
LEGEND

EASEMENT AREA VACATED

SHEET 1 OF 1

EXHIBIT "A"

VACATION OF WATER PIPE EASEMENT
LOT 30 OF OSAGE HILLS SECTION E
PLAT BOOK 23, PAGE(S) 48-49
CITY OF KIRKWOOD, ST. LOUIS COUNTY, MISSOURI



ALTEA, LLC
Consulting Land Surveyors
3808 S. OLD HWY 64, SUITE 600
ST. CHARLES, MO 63304
PHONE: (636) 477-8000
WWW.ALTEALS.COM
CERTIFICATE OF AUTHORITY:
2013023731
© 2023 ALTEA, LLC

LEGEND
(R)-RECORDED SUBDIVISION
(D)-RECORDED DEED
(C)-CALCULATED

DAVID J. MORTON, P.L.S. MISSOURI
LICENSE NO. LS-2276
DATE: 03/08/2023

MARCH 2023

ALTEA REF# 22-3078

Exhibit "B"

PARCEL: 240310262

ADDRESS 12618 BIG BEND BOULEVARD, ST. LOUIS, MO 63122

10 FOOT WIDE EASEMENT TO BE VACATED IN LOT 30 OF OSAGE HILLS SECTION E IN PLAT BOOK 23 PAGE(S) 48 AND 49 OF THE ST. LOUIS COUNTY, MISSOURI RECORDS.

LOCATION OF EASEMENT IS BASED OFF SCALED MEASUREMENTS OF OSAGE HILLS SECTION E IN PLAT BOOK 23 PAGE(S) 48 AND 49 OF THE ST. LOUIS COUNTY, MISSOURI RECORDS AND MAY BE SUBJECT TO CHANGE. AT THE TIME OF SURVEY, CITY OF KIRKWOOD WATER HAS STATED THAT WATER PIPELINE IS NO LONGER ACTIVE AND WAS NOT ABLE TO PROVIDE THE EXACT LOCATION OF SAID WATER EASEMENT.

THE FOLLOWING EASEMENT VACATION IS DESCRIBED BELOW:

COMMENCING AT THE NORTHWEST CORNER OF LOT 30 OF OSAGE HILLS SECTION E IN PLAT BOOK 23 PAGE(S) 48 AND 49 OF THE ST. LOUIS COUNTY, MISSOURI RECORDS, THENCE ALONG THE WEST LINE OF SAID LOT 30, SOUTH 14 DEGREES 00 MINUTES 00 SECONDS WEST, 25.00 FEET TO THE POINT OF BEGINNING; THENCE ALONG SAID EASEMENT LINE, SOUTH 83 DEGREES 07 MINUTES 30 SECONDS EAST 80.62 FEET TO A POINT ALONG EAST LINE OF SAID LOT 30; THENCE CONTINUING ALONG SAID EAST LINE, SOUTH 14 DEGREES 00 MINUTES 00 SECONDS WEST, 10.08 FEET; THENCE ALONG SAID EASEMENT LINE, NORTH 83 DEGREES 07 MINUTES 30 SECONDS WEST, 80.62 FEET TO A POINT LOCATED ON THE WEST LINE OF SAID LOT 30; THENCE ALONG SAID WEST LINE, NORTH 14 DEGREES 00 MINUTES 00 SECONDS EAST, 10.08 FEET TO THE POINT OF BEGINNING.

2023062300207

CERTIFIED-FILED FOR RECORD
6/23/2023 9:02:43AM

GERALD E. SMITH
RECORDER OF DEEDS
COUNTY OF ST. LOUIS, MISSOURI

PAGES: 5
RECORDING FEE: \$33.00

THIS DOCUMENT WAS ERECORDED

GERALD E. SMITH, RECORDER OF DEEDS
ST. LOUIS COUNTY MISSOURI
41 S. CENTRAL AVE., CLAYTON, MO 63105-1799

Type of Instrument: PARTIAL RELEASE
Grantor: UNION ELECTRIC COMPANY
Grantee: BIXBY & SMITH INCORPORATED

NOTE: I, the undersigned Recorder of Deeds, do hereby certify that the information shown on this Certification Sheet as to the **TYPE OF INSTRUMENT, the NAMES of the GRANTOR and GRANTEE as well as the DESCRIPTION of the REAL PROPERTY** affected is furnished merely as a convenience only, and in the case of any discrepancy of such information between this Certification Sheet and the attached Document, **the ATTACHED DOCUMENT governs.** Only the DOCUMENT NUMBER, the DATE and TIME of filing for record of the recorded Document is taken from this CERTIFICATION SHEET.

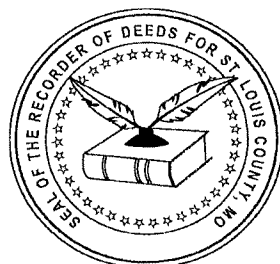
RECORDER OF DEEDS DOCUMENT CERTIFICATION

STATE OF MISSOURI)
 SS.
COUNTY OF ST. LOUIS)

I, the undersigned Recorder of Deeds for said County and State, do hereby certify that the following and annexed instrument of writing, which consists of 5 pages, (this page inclusive), was filed for record in my office on the 23 day of June 2023 at 9:02 am and is truly recorded as the document number printed above.

In witness whereof I have hereunto set my hand and official seal the day, month and year aforesaid.

KRG
Deputy Recorder



Gerald E. Smith
Recorder of Deeds
St. Louis County, Missouri

REMS INFORMATION

Agreement ID: UEC-202306-48634
Project ID: 61438

PARTIAL RELEASE OF PLATTED EASEMENT RIGHTS

12618 Big Bend Boulevard (Lot 30)
Saint Louis, MO 63122
Gateway-Dorsett District
Locator No.: 24O310262

KNOW ALL MEN THESE PRESENTS, this 16 day of June, 20 23, that **UNION ELECTRIC COMPANY d/b/a AMEREN MISSOURI**, a Missouri corporation (hereinafter "Ameren") is a holder of certain easement rights for utility purposes (hereinafter collectively referred to as "Easement") that were dedicated by Bixby & Smith, Incorporated on Lot(s) 30 of Osage Hills Subdivision pursuant to plat(s) recorded in Plat Book 23, Page 48 and 49, in the Office of the Recorder of Deeds, for the County of St. Louis, State of Missouri.

WHEREAS Ameren, as a holder of said Easement, intends to release a PART of the Easement.

NOW THEREFORE, for and in consideration of Ten and No/100th Dollars (\$10.00), the receipt of which is hereby acknowledged, Ameren hereby releases only that PART of the Easement that is illustrated in Exhibit "A" attached hereto and made a part hereof and described as follows:

A ten (10) foot wide tract of land being part of Lot 30 of Osage Hills Section E Plat Book 23, Pages 48-49 of the St. Louis County, Missouri Records.

Parcel ID #24O310262

It is expressly understood and agreed that the interests of other parties, if any, mentioned in the aforesaid Easement are hereby reserved and remain in full force and effect.

This Partial Release of Platted Easement Rights is not intended to and shall not in any way affect other easements which Ameren owns or has a right to use in said Subdivision.

IN WITNESS WHEREOF, Ameren has hereunto caused this Partial Release of Platted Easement Rights to be executed on the date hereinabove written.

UNION ELECTRIC COMPANY d/b/a AMEREN MISSOURI

By: [Signature]

Name: Aitor Barrio

Title: Senior Director, Real Estate

ALL PURPOSE NOTARY ACKNOWLEDGMENT

STATE OF MISSOURI
COUNTY OF _____ }
OR CITY OF St. Louis } SS

On this 16th day of June, 2023, before me, the undersigned, a Notary Public in and for said State, personally appeared (print or type names of signatories):

Aitor Barrio

UNION ELECTRIC d/b/a AMEREN MISSOURI

to me known to be the person described in and who executed the foregoing instrument and acknowledged that he/she/they executed the same as his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

Capacity Claimed By Signator(s)			
<input type="checkbox"/> Individual(s)	<input checked="" type="checkbox"/> Corporate	<input type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Partner(s)
<input type="checkbox"/> Trustee(s)	Title(s) of Officer(s):	Member(s)/Manager(s):	<input type="checkbox"/> Limited Partnership
<input type="checkbox"/> Executor(s)	<u>Senior Director,</u>	_____	<input type="checkbox"/> General Partnership
<input type="checkbox"/> Administrator(s)	<u>Real Estate</u>	_____	<input type="checkbox"/> Other (Specify Below):
<input type="checkbox"/> Attorney-In-Fact	_____	_____	_____
<input type="checkbox"/> Conservator(s)	_____	_____	_____
<input type="checkbox"/> Guardian(s)	_____	_____	_____

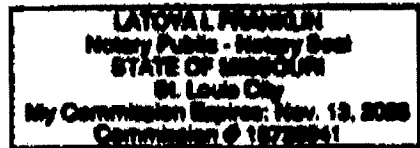
11-13-2026
My Commission Expires

LaToya L Franklin
Notary Public

Affix Notary Stamp Below

Prepared By: LaToya L. Franklin
Senior Real Estate Representative

Return To: LaToya L. Franklin
Senior Real Estate Representative



2023053100034

CERTIFIED-FILED FOR RECORD
5/31/2023 7:02:49AM

GERALD E. SMITH
RECORDER OF DEEDS
COUNTY OF ST. LOUIS, MISSOURI

PAGES: 5
RECORDING FEE: \$33.00

THIS DOCUMENT WAS ERECORDED

GERALD E. SMITH, RECORDER OF DEEDS
ST. LOUIS COUNTY MISSOURI
41 S. CENTRAL AVE., CLAYTON, MO 63105-1799

Type of Instrument: EASEMENT
Grantor: SOUTHWESTERN BELL TELEPHONE COMPANY
Grantce: MOSS PROPERTY GROUP LLC

NOTE: I, the undersigned Recorder of Deeds, do hereby certify that the information shown on this Certification Sheet as to the TYPE OF INSTRUMENT, the NAMES of the GRANTOR and GRANTEE as well as the DESCRIPTION of the REAL PROPERTY affected is furnished merely as a convenience only, and in the case of any discrepancy of such information between this Certification Sheet and the attached Document, the ATTACHED DOCUMENT governs. Only the DOCUMENT NUMBER, the DATE and TIME of filing for record of the recorded Document is taken from this CERTIFICATION SHEET.

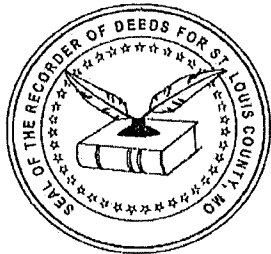
RECORDER OF DEEDS DOCUMENT CERTIFICATION

STATE OF MISSOURI)
SS.
COUNTY OF ST. LOUIS)

I, the undersigned Recorder of Deeds for said County and State, do hereby certify that the following and annexed instrument of writing, which consists of 5 pages, (this page inclusive), was filed for record in my office on the 31 day of May 2023 at 7:02 am and is truly recorded as the document number printed above.

In witness whereof I have hereunto set my hand and official seal the day, month and year aforesaid.

JDK
Deputy Recorder



Gerald E. Smith
Recorder of Deeds
St. Louis County, Missouri



**SOUTHWESTERN BELL TELEPHONE COMPANY
RELEASE OF EASEMENT**

Executed: 4-27-2023

THIS RELEASE OF EASEMENT, entered into by **SOUTHWESTERN BELL TELEPHONE COMPANY, d/b/a AT&T MISSOURI, (12930 OLIVE BLVD, CREVE COEUR, MO 63141), GRANTOR, MOSS PROPERTY GROUP LLC, GRANTEE**, wherein GRANTOR in consideration of One Dollar (\$1.00) and other valuable consideration, receipt of which is hereby acknowledged, does by these presents **ABANDON, RELEASE, RELINQUISH AND DISCLAIM** to GRANTEE, as is, all or a specific portion of a certain easement for telecommunication purposes hereinafter described that affects land owned by GRANTEE situated in the city of Kirkwood, ST. LOUIS COUNTY, MISSOURI, and described as follows:

12618 Big Bend Boulevard
(Lot 30 Of Sage Hills Section E Plat Book 23 Page(s) 48-49)

Said land of GRANTEE being subject to: 10 FOOT WIDE EASEMENT TO BE VACATED IN LOT 30 OF OSAGE HILLS SECTION E IN PLAT BOOK 23 PAGE(S) 48 AND 49 OF THE ST. LOUIS COUNTY, MISSOURI RECORDS.

LOCATION OF EASEMENT IS BASED OFF SCALED MEASUREMENTS OF OSAGE HILLS SECTION E IN PLAT BOOK 23 PAGE(S) 48 AND 49 OF THE ST. LOUIS COUNTY, MISSOURI RECORDS AND MAY BE SUBJECT TO CHANGE. AT THE TIME OF SURVEY, CITY OF KIRKWOOD WATER HAS STATED THAT WATER PIPELINE IS NO LONGER ACTIVE AND WAS NOT ABLE TO PROVIDE THE EXACT LOCATION OF SAID WATER EASEMENT.

THE FOLLOWING EASEMENT VACATION IS DESCRIBED BELOW:

COMMENCING AT THE NORTHWEST CORNER OF LOT 30 OF OSAGE HILLS SECTION E IN PLAT BOOK 23 PAGE(S) 48 AND 49 OF THE ST. LOUIS COUNTY, MISSOURI RECORDS, THENCE ALONG THE WEST LINE OF SAID LOT 30, SOUTH

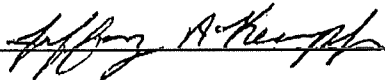
14 DEGREES 00 MINUTES 00 SECONDS WEST, 25.00 FEET TO THE POINT OF BEGINNING; THENCE ALONG SAID EASEMENT LINE, SOUTH 83 DEGREES 07 MINUTES 30 SECONDS EAST 80.62 FEET TO A POINT ALONG EAST LINE OF SAID LOT 30; THENCE CONTINUING ALONG SAID EAST LINE, SOUTH 14 DEGREES 00 MINUTES 00 SECONDS WEST, 10.08 FEET; THENCE ALONG SAID EASEMENT LINE, NORTH 83 DEGREES 07 MINUTES 30 SECONDS WEST, 80.62 FEET TO A POINT LOCATED ON THE WEST LINE OF SAID LOT 30; THENCE ALONG SAID WEST LINE, NORTH 14 DEGREES 00 MINUTES 00 SECONDS EAST, 10.08 FEET TO THE POINT OF BEGINNING.

The area of said easements to be hereby released is described as follows: The area depicted as hachured (//////////) on the Easement Release Plat, marked Exhibit "A" and Exhibit "B", attached hereto and made a part thereof.

TO HAVE AND TO HOLD same, together with all rights and appurtenances to the same belonging, unto GRANTEE(S), their heirs, successors and assigns forever.

IN WITNESS WHEREOF, GRANTOR has caused this Release of Easement to be executed by its duly authorized officers this 27 day of April, 2023.

SOUTHWESTERN BELL TELEPHONE
COMPANY (d/b/a AT&T MISSOURI)



Name: JEFFREY A. KEMPFER

Title: MGR., OSP PLNG & ENGRG DESIGN

THE STATE OF MISSOURI
COUNTY OF JEFFERSON

BEFORE ME, the undersigned authority, on this day personally appeared JEFFREY A KEMPFER, known to me to be the person whose name is subscribed to the foregoing instrument as the MGR., OSP PLANNING AND ENGINEERING DESIGN of SOUTHWESTERN BELL TELEPHONE COMPANY (d/b/a AT&T Missouri), a corporation, and acknowledged to me that he executed the same for purposes and considerations therein expressed in the capacity stated, and as the act and deed of said corporation.

Given under my hand and seal of office this the 27 day of April, 2023.



PHYLLIS DILLENDER
My Commission Expires
September 26, 2024
Jefferson County
Commission # 12609244


Notary Public



Robert Burton
Field Operations AVP
Charter Spectrum Communications

April 20, 2023

ALTEA, LLC Consulting Land Surveyors
3906 South Old Highway 94, Suite 600
St. Charles, MO 63304
POD@ALTEALS.COM
WWW.ALTEALS.COM
Fax: 636-898-0950
Ph: 636-477-6000

**Re: FR EASE Altea 22-3079 Easement Vacation 22-3079 CHARTER |
PID 4544656 | 12618 BIG BEND RD, 63122**

Dear Benjamin Holycross,

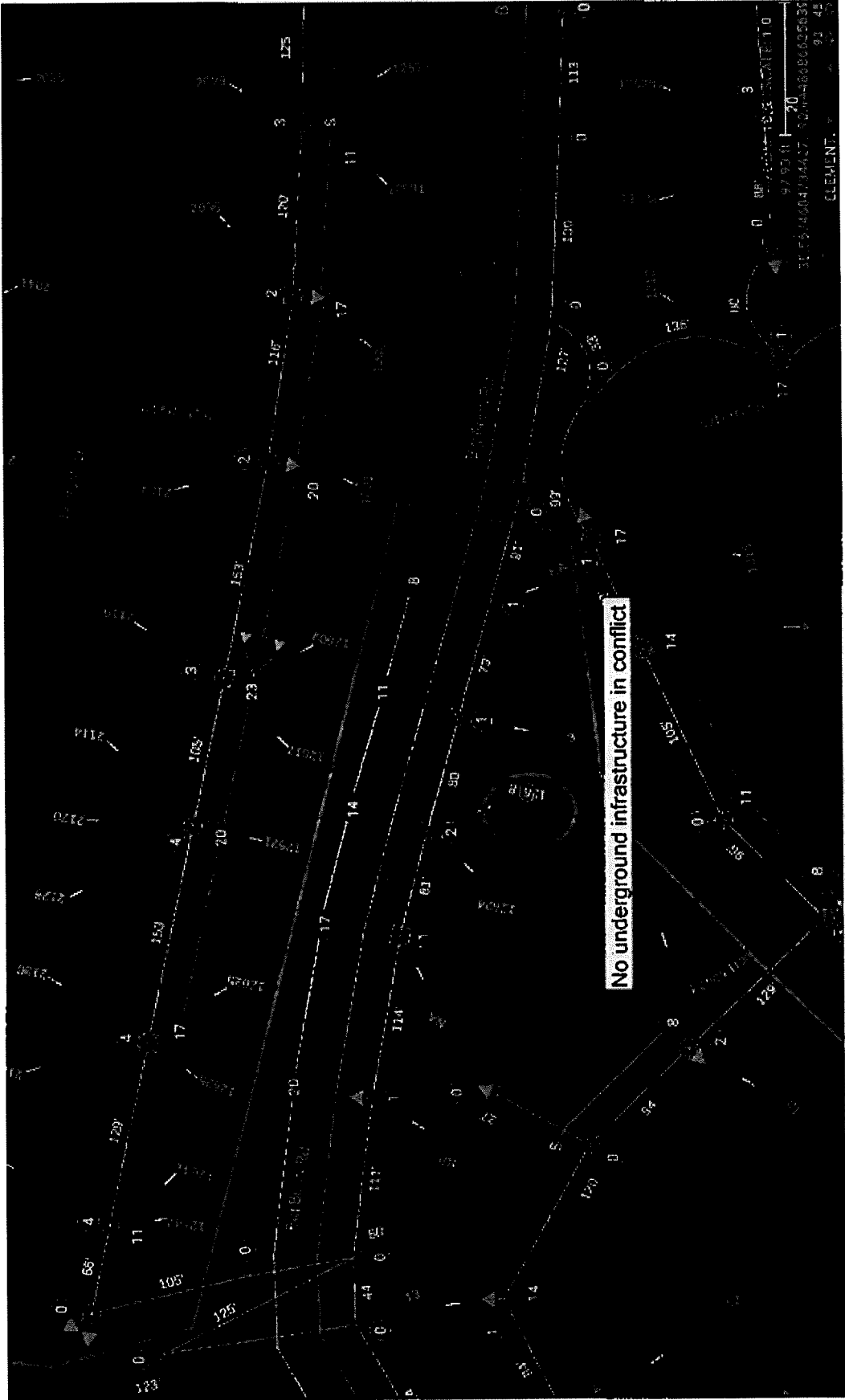
Spectrum reviewed the plans concerning the project at 12618 BIG BEND RD, 63122. There are no obvious conflicts with your proposed project route and our existing facilities currently. If the project plans change please send a set of updates to DLCentralStatesConstruction@charter.com.

We process all projects by date received, please allow Charter Communications thirty days to process all requests for current and upcoming projects. If you have any questions or concerns regarding your project and our facilities, please contact Jason Reed 314-386-1647

Sincerely,

A handwritten signature in black ink, appearing to read "R. Burton", written over a horizontal line.

Robert Burton – Field Operations AVP
Charter Spectrum Communications



No underground infrastructure in conflict

97 93 11 20
31.5340043344217 52.4448886605835
CLEMENT.



WHERE COMMUNITY AND SPIRIT MEET ®

April 25, 2023

Planner of the Day
ALTEA, LLC
Consulting Land Surveyors
3906 South Old Highway 94, Suite 600
St. Charles, MO 63304
POD@ALTEALS.com

Request for Vacation of the Easement 12618 Big Bend

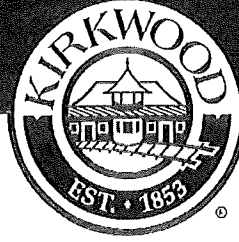
To whom it may concern,

Kirkwood Electric has reviewed the request to vacate the easement at 12618 Big Bend and determined that the easement is not in the Kirkwood Electric service territory. Please consult with Ameren Missouri to process the easement vacation request.

If you should have any questions, please do not hesitate to reach out to me.

Regards,

Mark Petty, Electric Director
Kirkwood Electric
Pettyma@kirkwoodmo.org



March 29, 2023

WHERE COMMUNITY AND SPIRIT MEET

Moss Property Group, LLC
12618 Big Bend Rd.
Kirkwood, MO 63122
Phone: (314)540-2409

RE: 449 Par Lane, Vacation Easement Request

Dear Mr. Moss,

The City of Kirkwood Water Department has examined the request for vacation of easement located at 12618 Big Bend Boulevard and has determined there to be no water utility conflicts present in Exhibit A and Boundary and Improvement Survey for 12618 Big Bend Boulevard. This vacation would only apply to the easement as depicted in Exhibit A's Easement Vacation Plat and as defined in the Legal Description in Plat Book 23, Page(s) 48- 49 of the St. Louis County records.

If you have any questions and/or comments regarding this letter, please contact me at 314-822-5810.

Sincerely,

A handwritten signature in cursive script that reads "Clarence A. Patterson".

Clarence A. Patterson

Superintendent, Kirkwood Water Department

Cc: Chris Krueger, City Engineer

2023060500033

CERTIFIED-FILED FOR RECORD

6/5/2023 7:01:44AM

GERALD E. SMITH
RECORDER OF DEEDS
COUNTY OF ST. LOUIS, MISSOURI

PAGES: 5
RECORDING FEE: \$33.00

THIS DOCUMENT WAS ERECORDED

GERALD E. SMITH, RECORDER OF DEEDS
ST. LOUIS COUNTY MISSOURI
41 S. CENTRAL AVE., CLAYTON, MO 63105-1799

Type of Instrument: EASEMENT

Grantor: MISSOURI AMERICAN WATER COMPANY

Grantce: MISSOURI AMERICAN WATER COMPANY

NOTE: I, the undersigned Recorder of Deeds, do hereby certify that the information shown on this Certification Sheet as to the TYPE OF INSTRUMENT, the NAMES of the GRANTOR and GRANTEE as well as the DESCRIPTION of the REAL PROPERTY affected is furnished merely as a convenience only, and in the case of any discrepancy of such information between this Certification Sheet and the attached Document, the ATTACHED DOCUMENT governs. Only the DOCUMENT NUMBER, the DATE and TIME of filing for record of the recorded Document is taken from this CERTIFICATION SHEET.

RECORDER OF DEEDS DOCUMENT CERTIFICATION

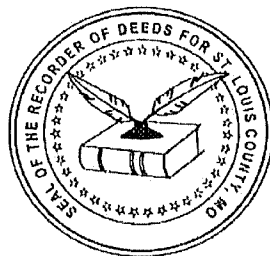
STATE OF MISSOURI)
 SS.
COUNTY OF ST. LOUIS)

I, the undersigned Recorder of Deeds for said County and State, do hereby certify that the following and annexed instrument of writing, which consists of 5 pages, (this page inclusive), was filed for record in my office on the 5 day of June 2023 at 7:01 am and is truly recorded as the document number printed above.

In witness whereof I have hereunto set my hand and official seal the day, month and year aforesaid.

JS

Deputy Recorder



Gerald E. Smith

Recorder of Deeds
St. Louis County, Missouri

DEED OF RELEASE OF A PORTION OF EASEMENT INTERESTS

This instrument made this 09th day of MARCH, 2023.

WHEREAS, on the 9th day of July, 1926, Bixby Smith, Incorporated, a Missouri Corporation of the County of St. Louis, granted to Missouri-American Water Company, formerly known as St. Louis County Water Company, a Missouri corporation, its successors and assigns, an easement(s) 10' wide on *Lot 30 of Osage Hills Subdivision*, as recorded in Plat Book 23, Page(s) 48 and 49 of the St. Louis County, Missouri Records, (herein after "**Existing Grant**"); and,

WHEREAS, the Missouri-American Water Company has been requested to grant a release of a portion of said **Existing Grant** described above; and,


WHEREAS, the Missouri-American Water Company is willing to grant such release of a portion of said **Existing Grant** described above;

NOW THEREFORE, in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration paid to the Missouri-American Water Company by Altea, LLC, a Missouri Limited liability Corporation, the receipt of which is hereby acknowledged, the Missouri-American Water Company by this instrument, does hereby remise and release that portion of the **Existing Grant**, specifically as shown hachured /// on the attached drawing marked Exhibit "A".

Missouri-American Water Company expressly retains all other easement rights of which it may have an interest, with respect to the **Existing Grant** along with all prior and subsequent easement rights to which Missouri-American Water Company has an interest, except for the portion of the **Existing Grant** released.

IN WITNESS WHEREOF, the Missouri American Water Company has caused these presents to be signed by its Construction Manager this 09th day of MARCH, 2023.

MISSOURI-AMERICAN WATER COMPANY

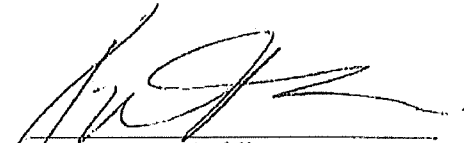
BY 
David Pruitt, Construction Manager

STATE OF MISSOURI)
) SS:
COUNTY OF ST. LOUIS)

On this 27th day of MARCH, 2023, before me appeared **David Pruitt**, to me personally known, who being by me duly sworn did say that he is the Construction Manager of Missouri-American Water Company, a corporation of the State of Missouri, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors; and said Construction Manager acknowledged said instrument to be the free act and deed of said corporation.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my notarial seal at my office in St. Louis County, Missouri, the day and year last above written.

My commission expires: 12-9-2024


Notary Public

TERRANCE GREEN
Notary Public - Notary Seal
St Louis County - State of Missouri
Commission Number 12389210
My Commission Expires Dec 9, 2024

TERRANCE GREEN
Notary Public - Notary Seal
St Louis County - State of Missouri
Commission Number 12389210
My Commission Expires Dec 9, 2024

2023051000068

CERTIFIED-FILED FOR RECORD
5/10/2023 8:31:58AM

GERALD E. SMITH
RECORDER OF DEEDS
COUNTY OF ST. LOUIS, MISSOURI

PAGES: 4
RECORDING FEE: \$30.00

THIS DOCUMENT WAS ERECORDED

GERALD E. SMITH, RECORDER OF DEEDS
ST. LOUIS COUNTY MISSOURI
41 S. CENTRAL AVE., CLAYTON, MO 63105-1799

Type of Instrument: VACATION
Grantor: MOSS PROPERTY GROUP LLC
Grantee: METROPOLITAN ST. LOUIS SEWER DISTRICT

NOTE: I, the undersigned Recorder of Deeds, do hereby certify that the information shown on this Certification Sheet as to the **TYPE OF INSTRUMENT, the NAMES of the GRANTOR and GRANTEE as well as the DESCRIPTION of the REAL PROPERTY affected** is furnished merely as a convenience only, and in the case of any discrepancy of such information between this Certification Sheet and the attached Document, the **ATTACHED DOCUMENT governs**. Only the DOCUMENT NUMBER, the DATE and TIME of filing for record of the recorded Document is taken from this CERTIFICATION SHEET.

RECORDER OF DEEDS DOCUMENT CERTIFICATION

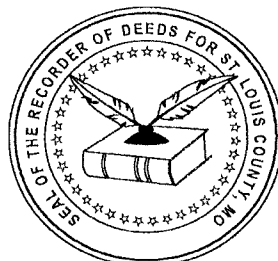
STATE OF MISSOURI)
SS.
COUNTY OF ST. LOUIS)

I, the undersigned Recorder of Deeds for said County and State, do hereby certify that the following and annexed instrument of writing, which consists of 4 pages, (this page inclusive), was filed for record in my office on the 10 day of May 2023 at 8:31 am and is truly recorded as the document number printed above.

In witness whereof I have hereunto set my hand and official seal the day, month and year aforesaid.

KRG

Deputy Recorder



Gerald E. Smith

Recorder of Deeds
St. Louis County, Missouri

3 INCH AREA ABOVE - LEAVE BLANK (FOR RECORDERS OFFICE USE ONLY)

DOCUMENT TYPE: EASEMENT

DATE OF DOCUMENT: 5/3/2023

GRANTOR: MOSS PROPERTY GROUP, LLC
680 PENNY LN
IMPERIAL, MO 63052

GRANTEE: METROPOLITAN ST. LOUIS SEWER DISTRICT
2350 MARKET STREET
ST. LOUIS, MISSOURI 63103

PROPERTY ADDRESS: 12618 BIG BEND BLVD
KIRKWOOD, MO 63122

LOCATOR #: 240310262

CITY/MUNICIPALITY: KIRKWOOD, MISSOURI

LEGAL DESCRIPTION: LOT 30 OF OSAGE HILLS SECTION E PLAT BOOK 23,
PAGE(S) 48-49, CITY OF KIRKWOOD, ST LOUIS COUNTY,
MISSOURI

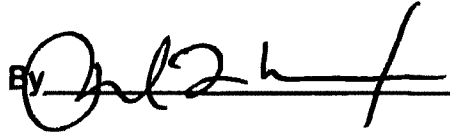
EASEMENT VACATION

TO WHOM IT MAY CONCERN.

KNOW ALL MEN BY THESE PRESENTS, that Metropolitan St Louis Sewer District (MSD) does hereby vacate any right, title, or interest to the portions of the easements as recorded in PB 23 PGS 48-49, of the St Louis County Recorder's Office and shown hachured on the attached "EASEMENT VACATION PLAT" and marked Exhibit "A" and made a part hereof The owners of the subject property have requested MSD to vacate the portions of the subject easements, and this District has no further use for said portions of easements as shown on the attached plat.

IN WITNESS WHEREOF, the said Metropolitan St. Louis Sewer District has caused these presents to be signed by its Director of Engineering this 3 day of May, 2023.

Metropolitan St Louis Sewer District

By 

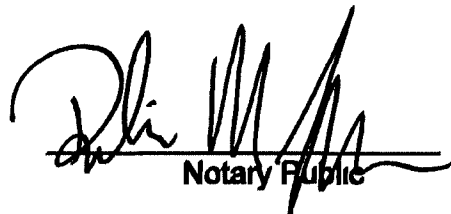
Richard L. Unverferth PE
Director of Engineering

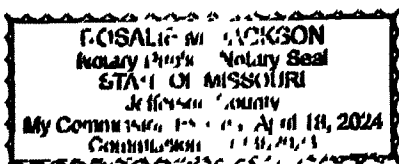
STATE OF MISSOURI)
) SS
COUNTY OF ST. LOUIS)

On this 3 day of May, 2023, before me appeared Richard L. Unverferth, to me personally known, who being by me duly sworn, did say he is Director of Engineering of The Metropolitan St. Louis Sewer District and that said instrument was signed on behalf of said corporation by authority of its Board of Trustees, and said Richard L. Unverferth acknowledged said instrument to be the free act and deed of said corporation

IN TESTIMONY WHEREOF, I have herewith set my hand and affixed my notarial seal the day and year first above written

My Commission expires 4-18-24


Notary Public



2023041300060

CERTIFIED-FILED FOR RECORD
4/13/2023 7:04:13AM

GERALD E. SMITH
RECORDER OF DEEDS
COUNTY OF ST. LOUIS, MISSOURI

PAGES: 4
RECORDING FEE: \$30.00

THIS DOCUMENT WAS ERECORDED

GERALD E. SMITH, RECORDER OF DEEDS
ST. LOUIS COUNTY MISSOURI
41 S. CENTRAL AVE., CLAYTON, MO 63105-1799

Type of Instrument: PARTIAL RELEASE
Grantor: SPIRE MISSOURI INC
Grantee: MOSS PROPERTY GROUP LLC

NOTE: I, the undersigned Recorder of Deeds, do hereby certify that the information shown on this Certification Sheet as to the TYPE OF INSTRUMENT, the NAMES of the GRANTOR and GRANTEE as well as the DESCRIPTION of the REAL PROPERTY affected is furnished merely as a convenience only, and in the case of any discrepancy of such information between this Certification Sheet and the attached Document, the ATTACHED DOCUMENT governs. Only the DOCUMENT NUMBER, the DATE and TIME of filing for record of the recorded Document is taken from this CERTIFICATION SHEET.

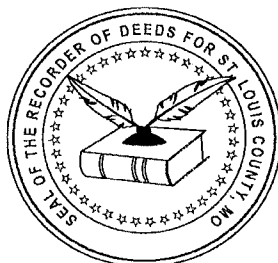
RECORDER OF DEEDS DOCUMENT CERTIFICATION

STATE OF MISSOURI)
SS.
COUNTY OF ST. LOUIS)

I, the undersigned Recorder of Deeds for said County and State, do hereby certify that the following and annexed instrument of writing, which consists of 4 pages, (this page inclusive), was filed for record in my office on the 13 day of April 2023 at 7:04 am and is truly recorded as the document number printed above.

In witness whereof I have hereunto set my hand and official seal the day, month and year aforesaid.

KRG
Deputy Recorder



Gerald E. Smith

Recorder of Deeds
St. Louis County, Missouri

PARTIAL RELEASE OF PLATTED EASEMENT

THIS INSTRUMENT, made this 12TH day of April, 2023,

WITNESSETH THAT:

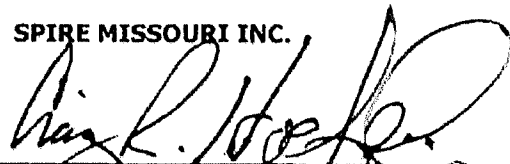
WHEREAS, there has heretofore been granted to SPIRE MISSOURI INC., a Missouri corporation, ("**GRANTOR**"), a platted easement ("Easement") in certain land located upon Lot 30 of Osage Hills Section E, a subdivision filed for record in Plat Book 23 at Page 48 – 49 of the St. Louis County, Missouri Records wherein the nature and extent of the Easement and the lands affected are described; and

WHEREAS the present owner, MOSS PROPERTY GROUP, LLC. ("**GRANTEE**") of the lands so affected, has requested that **GRANTOR** release the Easement and **GRANTOR** is willing to do so to the extent hereinafter described.


NOW THEREFORE, In consideration of One Dollar (\$1.00) in hand paid to **GRANTOR** by said **GRANTEE**, the receipt of which is hereby acknowledged, **GRANTOR** hereby RELEASES AND QUITCLAIMS to said GRANTEE all of **GRANTOR'S** right, title and interest in and to that Easement as depicted and shown hachured on the attached plat designated as "Exhibit A" and titled 'Vacation of Water Pipe Easement'.


IN WITNESS WHEREOF, **GRANTOR** has caused this Instrument to be signed by its Vice President, Operations Services and Safety Management Systems the day and year first above written.

SPIRE MISSOURI INC.




Craig R. Hoferlin
Vice President, Operations Services and
Safety Management Systems

Legal Dept. Approval to Form: 

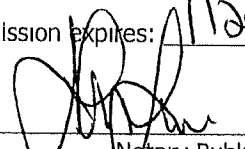
Engineering Dept. Approval: 
WBL

System Planning Approval: 
AG

Right of Way Dept. Approval: 
AG

STATE OF MISSOURI)
) ss.
CITY OF ST. LOUIS)

On the 12 day of April, 2023,
before me, (insert Notary's name) John Lair, a notary
public in and for said state, appeared Craig R. Hoferlin, to me personally known, who being by me duly
sworn, did say that he is the Vice President, Operations Services and Safety Management Systems of
SPIRE MISSOURI INC., and that said instrument was signed and sealed on behalf of said corporation by
authority of its Board of Directors and said Craig R. Hoferlin acknowledged said instrument to be the
free act and deed of said corporation.

My Commission expires: 1/29/2026


Notary Public
John Lair

Printed Name

JOHN LAIR
Notary Public - Notary Seal
STATE OF MISSOURI
St. Louis County
My Commission Expires: Jan. 29, 2026
Commission #18103602

RESOLUTION 83-2023

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A FEDERAL HIGHWAY ADMINISTRATION AGREEMENT FOR THE AWARDED TOWARD ZERO: ADVANCING THE KIRKWOOD VISION ZERO PROJECT.

WHEREAS, the Federal Highway Administration (FHWA) has awarded funding to the City's application for the Safe Streets and Roads for All Users (SS4A) program that will fund projects that aim to prevent roadway deaths and injuries, and

WHEREAS, the City's project will include four main components, which include: 1) a Citywide Speed Study, 2) a Kirkwood School District Safe Routes to School Plan, 3) a Southeast Kirkwood Connectivity Study, and 4) Data Collection and Performance Measure Refinement.

WHEREAS, the Planning & Development Services Department recommends the City enter into a Federal Highway Administration Agreement for the awarded Toward Zero: Advancing the Kirkwood Vision Zero Project for 80% of the project costs not to exceed \$480,000.

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

SECTION 1. The Mayor is hereby authorized and directed to enter into a Federal Highway Administration Agreement for the awarded Toward Zero: Advancing the Kirkwood Vision Zero Project for 80% of the project costs not to exceed \$480,000.

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

PASSED AND APPROVED THIS 20TH DAY OF JULY 2023.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 7/20/2023

Step #1:

Strategic Plan YES

Goal # & Title Goal #3, Obj. 1, Str. C - Adopt and Implement a Vision Zero Plan f...

Background To Issue:

The Federal Highway Administration (FHWA) has awarded funding to the City's application for the Safe Streets and Roads for All Users (SS4A) program that will fund projects that aim to prevent roadway deaths and injuries. The City's project will include four main activities/components which include: 1) a Citywide Speed Study, 2) a Kirkwood School District Safe Routes to School Plan, 3) a Southeast Kirkwood Connectivity Study, and 4) Data Collection and Performance Measure Refinement. This award provides \$480,000 of federal funding with \$120,000 of local matching funds for a total program of \$600,000.

Recommendations and Action Requested:

Staff recommends approval of a resolution authorizing the Mayor to enter into an agreement with the Federal Highway Administration for the awarded project, Toward Zero: Advancing the Kirkwood Vision Zero Action Plan (Award No. 693JJ32340393) to fund 80% of the project costs, not to exceed \$480,000.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$0.00

Account #: 0

Project #:

If YES, Budgeted Amount: \$0.00

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

Department Head Comments:

Budgeted: YES

BY: Jonathan Raiche

Date: 7/11/2023

Authenticated:

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



SS4A FY22 Grant Agreement
Kirkwood 20230606.pdf
Adobe Acrobat Document
205 KB



Kirkwood_SS4A_One_Page_De
scription.pdf
Adobe Acrobat Document
2.56 MB

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: 7/11/2023

Authenticated: sfo

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

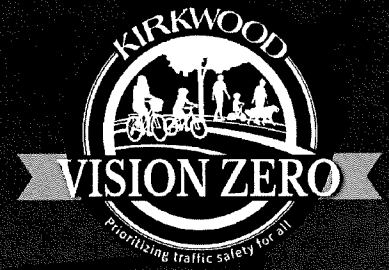
Chief Administrative Officer's Comments:

BY: 

Date: 7-13-23

TOWARD ZERO

Advancing the Kirkwood Vision Zero Action Plan Safe Streets for All (SS4A) Grant Application



In March 2022, the City of Kirkwood adopted its Vision Zero Action Plan, a culmination of months of effort to build community consensus around transportation safety issues and develop actionable strategies to eliminate fatal and severe injury crashes by 2042. The Vision Zero Toolbox developed as part of that plan contains a variety of policy, design, and programmatic strategies to address arterial crashes, vulnerable road user crashes, and behavior-related crashes. While some strategies can be pursued with current fiscal resources and staff capacity, additional resources will be necessary to advance more significant strategies.

The U.S. Department of Transportation's (USDOT) Safe Streets for All (SS4A) discretionary grant program was authorized in 2022 through the Bipartisan Infrastructure Law (BIL) to fund local, regional, and tribal government's efforts to develop and implement comprehensive safety action plans. With its Vision Zero Action Plan completed and approved by the City Council in March 2022, Kirkwood will be applying for an Action Plan grant to conduct supplemental planning activities that build upon the policy, design, and programming strategies laid out in the plan. ***The project elements included in this application represent a significant step towards zero traffic deaths and serious injuries in Kirkwood.***

Key Project Elements

- **Citywide Speed Study**
Address speeding traffic and set policies for speed limits through a context-sensitive, safe systems approach.
- **Kirkwood School District Safe Routes to School Plan**
Create safer environments around our schools to encourage active travel among children and families.
- **Southeast Kirkwood Connectivity Study**
Increase bike/ped safety and connectivity between Downtown Kirkwood and Southeast Kirkwood neighborhoods and destinations.
- **Baseline Data Collection and Performance Measure Refinement**
Define success based on quantifiable metrics to better track progress toward the ultimate goal of zero traffic deaths and serious injuries.

Application Details

- **Application Due:** September 15, 2022
- **Award Announcement:** Early 2023*
- **Project Initiation:** Fall 2023*
- **Project Completion:** Fall 2025*
- **Funding Request:** \$480,000
- **Local Match:** \$120,000
- **Total Cost:** \$600,000

* Anticipated timeline, subject to change

More Resources

- **Kirkwood Vision Zero Action Plan**
- **Safe Streets for All (SS4A) Grant Program**

Project Contact

Jonathan Raiche, Director of Planning & Development Services, City of Kirkwood
314-984-5926 | raichejd@kirkwoodmo.org

- 1. **Award No.**
693JJ32340393
- 2. **Effective Date**
See No. 17 Below
- 3. **Assistance Listings No.**
20.939
- 4. **Award To**
City of Kirkwood, Missouri
139 S. Kirkwood Road
Kirkwood, Missouri 63122

Unique Entity Id.: N7J9B95LSFD5
TIN No.: 43-6001912
- 5. **Sponsoring Office**
U.S. Department of Transportation
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue, SE
HSSA-1, Mail Drop E71-117
Washington, DC 20590
- 6. **Period of Performance**
Effective Date of Award –March 30, 2026
- 7. **Total Amount**
Federal Share: \$480,000
Recipient Share: \$120,000
Other Federal Funds: \$0
Other Funds: \$0
Total: \$600,000
- 8. **Type of Agreement**
Grant
- 9. **Authority**
Section 24112 of the Infrastructure Investment and Jobs Act (Pub. L. 117–58, November 15, 2021; also referred to as the “Bipartisan Infrastructure Law” or “BIL”)
- 10. **Procurement Request No.**
HSSP230523PR
- 11. **Federal Funds Obligated**
\$480,000
- 12. **Submit Payment Requests To**
See article 20.
- 13. **Payment Office**
See article 20.
- 14. **Accounting and Appropriations Data**

15X0173E50.0000.055SR10500.5592000000.41010.61006600
- 15. **Description of Project**
City of Kirkwood Toward Zero: Advancing the Kirkwood Vision Zero Action Plan

RECIPIENT

16. **Signature of Person Authorized to Sign**

FEDERAL HIGHWAY ADMINISTRATION

17. **Signature of Agreement Officer**

Signature Date
Name: Timothy E. Griffin
Title: Mayor

Signature Date
Name: Kevin Hardy
Title: Agreement Officer

U.S. DEPARTMENT OF TRANSPORTATION

**GRANT AGREEMENT UNDER THE
FISCAL YEAR 2022 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM**

This agreement is between the Federal Highway Administration (the “FHWA”) and the City of Kirkwood, Missouri (the “**Recipient**”).

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All (“SS4A”) Grant for the Toward Zero: Advancing the Kirkwood Vision Zero Action Plan project.

The parties therefore agree to the following:

**ARTICLE 1
GENERAL TERMS AND CONDITIONS**

1.1 General Terms and Conditions.

- (a) In this agreement, “**General Terms and Conditions**” means the content of the document titled “General Terms and Conditions Under the Fiscal Year 2022 Safe Streets and Roads for All Grant Program,” dated February 8, 2023, which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements>. Articles 7–30 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient states that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (BIL, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient’s non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the FHWA the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

**ARTICLE 2
APPLICATION, PROJECT, AND AWARD**

2.1 Application.

Application Title: Toward Zero: Advancing the Kirkwood Vision Zero Action Plan

Application Date: September 14, 2022

2.2 Award Amount.

SS4A Grant Amount: \$480,000.00

2.3 Award Dates.

Period of Performance End Date: See Section 6 on Page 1

2.4 Budget Period

Budget Period End Date: See Section 6 on Page 1

2.5 Action Plan Grant or Implementation Grant Designation.

Designation: Supplemental Action Plan

2.6 Federal Award Identification Number. The Federal Award Identification Number is listed on page 1, line 1.

**ARTICLE 3
SUMMARY PROJECT INFORMATION**

3.1 Summary of Project's Statement of Work.

The award will be used by City of Kirkwood to build upon the existing safety action plan by developing a Community Connectivity Plan, Safe Routes to School Plan, Citywide Speed Limit Study, and refining their Vision Zero Performance Measures.

3.2 Project's Estimated Schedule.

SUPPLEMENTAL ACTION PLAN SCHEDULE

Milestone	Schedule Date
Planned Citywide Speed Study Completion Date:	September 30, 2024
Planned Baseline Data Collection and Performance Measure Refinement Completion Date:	September 30, 2024
Planned Safe Routes to School Plan Completion Date:	September 30, 2025
Planned Southeast Kirkwood Connectivity Study Completion Date:	September 30, 2025
Planned SS4A Final Report Completion Date:	December 31, 2025

3.3 Project’s Estimated Costs.

(a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	\$480,000
Other Federal Funds:	\$0
State Funds:	\$0
Local Funds:	\$120,000
In-Kind Match:	\$0
Other Funds:	\$0
Total Eligible Project Cost:	\$600,000

(b) Supplemental Estimated Budget

Cost Element	Federal Share	Non-Federal Share	Total Budget Amount
Direct Labor	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual/Consultant	\$480,000.00	\$120,000.00	\$600,000.00
Other	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
Total Budget	\$480,000.00	\$120,000.00	\$600,000.00

ARTICLE 4
RECIPIENT INFORMATION

4.1 Recipient's Unique Entity Identifier.

N7J9B95LSFD5

4.2 Recipient Contact(s).

Jonathan Raiche
Planning & Development Services Director
City of Kirkwood, Missouri
139 S. Kirkwood Road, Kirkwood, Missouri 63122
314-984-5926
raichejd@kirkwoodmo.org

4.3 Recipient Key Personnel.

Name	Title or Position
Jonathan Raiche	Planning & Development Services Director
Chris Krueger	City Engineer

4.4 USDOT Project Contact(s).

Meg Miller
Safe Streets and Roads for All Program Manager
Federal Highway Administration
Office of Safety
HSSA-1, Mail Stop: E71-117
1200 New Jersey Avenue, S.E.
Washington, DC 20590
202-366-8029
meg.miller@dot.gov

and

Ashley Cucchiarelli
Agreement Officer (AO)
Federal Highway Administration
Office of Acquisition and Grants Management
HCFA-33, Mail Stop E62-310
1200 New Jersey Avenue, S.E.

Washington, DC 20590
720-963-3589
Ashley.cucchiarelli@dot.gov

and

Division Administrator Agreement Officer's Representative (AOR)
Missouri Division Office
3220 W. Edgewood Drive, Suite H
Jefferson City, MO 65109
573-636-7104
missouri.fhwa@dot.gov

and

Dawn Perkins
Missouri Division Office Point of Contact
Services Team Leader
3220 W. Edgewood Drive, Suite H
Jefferson City, MO 65109
573-638-2626
dawn.perkins@dot.gov

ARTICLE 5 USDOT ADMINISTRATIVE INFORMATION

5.1 Office for Subaward and Contract Authorization.

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition
and Grants Management

SUBAWARDS AND CONTRACTS APPROVAL

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the AO are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

Note: This clause is only applicable to Action Plan Grants.

Unless described in the application and funded in the approved award, the Recipient must obtain prior written approval from the AO for the subaward, transfer, or contracting out of any work under this award above the Simplified Acquisition Threshold. This provision does not apply

to the acquisition of supplies, material, equipment, or general support services. Approval of each subaward or contract is contingent upon the Recipient's submittal of a written fair and reasonable price determination, and approval by the AO for each proposed contractor/sub-recipient. Consent to enter into subawards or contracts will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

5.2 Reimbursement Requests

- (a) The Recipient may request reimbursement of costs incurred in the performance of this agreement if those costs do not exceed the funds available under section 2.2 and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.
- (b) The Recipient shall use the DELPHI eInvoicing System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF 271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.
- (c) The Recipient's supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient's share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the AO may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the Agreement Officer's Representative (the "AOR") reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) The USDOT may waive the requirement that the Recipient use the DELPHI eInvoicing System. The Recipient may obtain waiver request forms on the DELPHI eInvoicing website (<http://www.dot.gov/cfo/delphi-einvoicing-system.html>) or by contacting the AO. A Recipient who seeks a waiver shall explain why they are unable to use or access the Internet to register and enter payment requests and send a waiver request to

Director of the Office of Financial Management
US Department of Transportation,
Office of Financial Management B-30, Room W93-431
1200 New Jersey Avenue SE
Washington DC 20590-0001

or

DOTElectronicInvoicing@dot.gov.

If the USDOT grants the Recipient a waiver, the Recipient shall submit SF 271s directly to:

DOT/FAA
P.O. Box 268865
Oklahoma City, OK 73125-8865
Attn: Agreement Specialist

- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

ARTICLE 6 SPECIAL GRANT TERMS

- 6.1** SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section [wherever the date it is in this agreement].
- 6.2** The Recipient acknowledges that the Supplemental Action Plan activity results will be made publicly available, and the Recipient agrees that it will publish the final Supplemental Action Plan activity results on a publicly available website.
- 6.3** The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.4** The City of Kirkwood must coordinate its Action Plan development efforts with the East-West Gateway Council of Governments' Action Plan development effort to ensure that the respective Action Plans are complementary and do not conflict.
- 6.5** There are no other special grant requirements for this award.

**ATTACHMENT A
PERFORMANCE MEASUREMENT INFORMATION**

Study Area: City of Kirkwood, Missouri

Baseline Measurement Date: July 1, 2023

Baseline Report Date: August 31, 2023

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency
Equity	Percent of Funds to Underserved Communities: Funding amount (of total project amount) benefitting underserved communities, as defined by USDOT	End of period of performance
Costs	Project Costs: Quantification of the cost of each eligible project carried out using the grant	End of period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects of strategies to prevent death and serious injury on roads and streets.	End of period of performance

**ATTACHMENT B
CHANGES FROM APPLICATION**

INSTRUCTIONS FOR COMPLETING ATTACHMENT B: Describe all material differences between the scope, schedule, and budget described in the application and the scope, schedule, and budget described in Article 3. The purpose of this attachment B is to document the differences clearly and accurately in scope, schedule, and budget to establish the parties' knowledge and acceptance of those differences. See section 10.1.

Scope: No change.

Schedule: No change.

Budget: No change.

**ATTACHMENT C
RACIAL EQUITY AND BARRIERS TO OPPORTUNITY**

1. Efforts to Improve Racial Equity and Reduce Barriers to Opportunity.

The Recipient states that rows marked with “X” in the following table are accurate:

	A racial equity impact analysis has been completed for the Project. <i>(Identify a report on that analysis or, if no report was produced, describe the analysis and its results in the supporting narrative below.)</i>
	The Recipient or a project partner has adopted an equity and inclusion program/plan or has otherwise instituted equity-focused policies related to project procurement, material sourcing, construction, inspection, hiring, or other activities designed to ensure racial equity in the overall delivery and implementation of the Project. <i>(Identify the relevant programs, plans, or policies in the supporting narrative below.)</i>
	The Project includes physical-barrier-mitigating land bridges, caps, lids, linear parks, and multimodal mobility investments that either redress past barriers to opportunity or that proactively create new connections and opportunities for underserved communities that are underserved by transportation. <i>(Identify the relevant investments in the supporting narrative below.)</i>
	The Project includes new or improved walking, biking, and rolling access for individuals with disabilities, especially access that reverses the disproportional impacts of crashes on people of color and mitigates neighborhood bifurcation. <i>(Identify the new or improved access in the supporting narrative below.)</i>
	The Project includes new or improved freight access to underserved communities to increase access to goods and job opportunities for those underserved communities. <i>(Identify the new or improved access in the supporting narrative below.)</i>
x	The Recipient has taken other actions related to the Project to improve racial equity and reduce barriers to opportunity, as described in the supporting narrative below.
	The Recipient has not yet taken actions related to the Project to improve racial equity and reduce barriers to opportunity but, before beginning construction of the project, will take relevant actions described in the supporting narrative below
	The Recipient has not taken actions related to the Project to improve racial equity and reduce barriers to opportunity and will not take those actions under this award.

2. Supporting Narrative.

During its Vision Zero Action Plan process, the City conducted an equity analysis that included racial equity as one of the components in the overall analysis. This resulted in a map that overlaid the areas of special concern where there is a concentration of vulnerable and disadvantaged peoples with the roadways that have the most frequent occurrence of crashes that result in serious injuries or death (high injury network). This

analysis is intended to guide future decisions to focus funding in these areas of special concern that are also on the high injury network.

RESOLUTION 84-2023

A RESOLUTION ACCEPTING THE QUOTE OF TECH ELECTRONICS IN THE AMOUNT NOT TO EXCEED OF \$19,500 (WHICH INCLUDES A CONTINGENCY OF \$5,714.35) FOR THE PURCHASE AND INSTALLATION OF AN UPGRADED DISPATCH PHONE SYSTEM FOR THE POLICE DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, the City Council approved Resolution 73-2020 on June 18, 2020 entering into a contract with Tech Electronics for Phone System Maintenance and Support Services, and

WHEREAS, the Kirkwood Police Department is requesting approval to replace their current and obsolete administration phone system, and

WHEREAS, the new phone system will integrate with the ECC NG911 system that the department is currently using and will add reliability and allow the dispatchers to continue to utilize their current headsets to field emergency calls, and

WHEREAS, Tech Electronics submitted a quote in the amount of \$13,785.65, with a contingency being included of \$5,714.35 for the purchase and installation of an upgraded dispatch phone system for the Police Department, and

WHEREAS, funds are available in Account #205-02-050-000-000-620040 (Machinery & Equipment), contingent upon approval of Bill 10991.

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

SECTION 1. The quote of Tech Electronics in the amount not to exceed of \$19,500 (which includes a contingency of \$5,714.35) for the purchase and installation of an upgraded dispatch phone system for the Police Department is hereby accepted and approved.

SECTION 2. The Director of Procurement is hereby authorized and directed to issue a purchase order to Tech Electronics in the amount not to exceed of \$19,500 (which includes a contingency of \$5,717.35) for the purchase and installation of an upgraded dispatch phone system for the Police Department.

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

PASSED AND APPROVED THIS 20TH DAY OF JULY 2023.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 7/20/2023

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The Police Department needs to replace the obsolete admin phone system with one that integrates with the new ECC NG911 system. This will not only add reliability to the phone system, it will allow the dispatchers to use their existing headsets rather than the current handset for admin calls. Tech Electronics has provided an initial estimate for work believed necessary to complete the transition.

Recommendations and Action Requested:

The Police Department requests City Council approve the expenditure of \$19,500 from equitable sharing funds that have been appropriated to the machinery and equipment account for this project. This amount covers the initial estimate of \$13,786, and additional contingency for issues that may arise during the project. Tech Electronics contracts for services with the City through the MIS Department.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$19,500.00 Account #: 2050205000000620040 Project #:

If YES, Budgeted Amount: \$19,500.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments: Budgeted: YES

BY: Brian Murphy Date: 7/3/2023 Authenticated: 207

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: Sara Foan-Oliver

Date: 7/11/2023

Authenticated: sfo

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



Resolution 500948.pdf
Adobe Acrobat Document
161 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:

Contingent on Council approval to appropriate from the Equitable Sharing Fund Balance, budgetary appropriation is sufficient and available for \$19,500 in account 205-02-050-000-000-620040, Machinery & Equipment.

BY: Sandra Stephens

Date: 7/11/2023

Authenticated: forgyjl

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 7-13-23

July 10, 2023

To: Russel B. Hawes, Chief Administrative Officer

For Your Consideration: Dispatch Phone System Upgrade; Bid # 500948

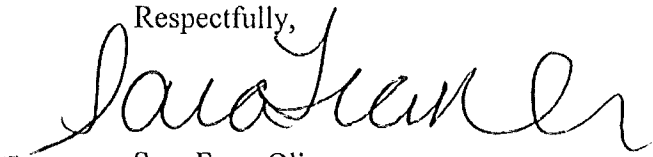
The Kirkwood Police Department is requesting approval to replace their current, obsolete administration phone system. The new phone system will integrate with the ECC NG911 system that the department is currently using. The upgraded phone system will add reliability and allow the dispatchers to continue to utilize their current headsets to field emergency calls.

This upgrade is through Tech Electronics, which is currently under contract with the City as of July 2019. Tech Electronics submitted a quote in the amount of \$13,785.65, with a contingency of \$5,714.35.

The Police Department is requesting to use appropriated equitable sharing funds in the amount of \$19,500.00 for this purchase, pending the approval of Bill 10991.

Attached is a request from Brian Murphy, Police Chief, for a resolution authorizing a purchase order to be issued to Tech Electronics for a not to exceed amount of \$19,500.00 for the purchase and installation of an upgraded Dispatch phone system.

Respectfully,

A handwritten signature in black ink, appearing to read "Sara Foan-Oliver". The signature is written in a cursive style with a large initial "S".

Sara Foan-Oliver
Procurement Director

RESOLUTION 85-2023

A RESOLUTION ACCEPTING THE SINGLE SOURCE QUOTE OF NELSON SYSTEMS IN THE AMOUNT NOT TO EXCEED OF \$7,150 FOR INSTALLATION OF THE UPGRADED DISPATCH PHONE SYSTEM TO THE CURRENT PHONE RECORDER FOR THE POLICE DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, the Kirkwood Police Department is requesting approval to integrate the CAD system updates with the current phone recorder, which was purchased from Nelson Systems in 2021, and

WHEREAS, Nelson Systems submitted a quote in the amount of \$7,150 for the installation of the upgraded dispatch phone system to the current phone recorder, which would maintain current recording levels, and

WHEREAS, Nelson Systems is the single source provider for the recorder, and

WHEREAS, funds are available in Account #205-02-050-000-000-620040 (Machinery & Equipment), contingent upon approval of Bill 10991.

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

SECTION 1. The single source quote of Nelson Systems in the amount not to exceed of \$7,150 for integration of the upgrades to the CAD system to the current phone recorder for the Police Department is hereby accepted and approved.

SECTION 2. The Director of Procurement is hereby authorized and directed to issue a purchase order to Nelson Systems in the amount not to exceed of \$7,150 for installation of the upgraded dispatch phone system to the current phone recorder for the Police Department.

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

PASSED AND APPROVED THIS 20TH DAY OF JULY 2023.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 7/20/2023

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The Police Department needs to provide for the integration of the new admin phone system with our current phone recorder, which we purchased in 2021. This recorder is provided by Nelson systems, and the Police Department has received a quote from Nelson systems for integration of the new phone lines into the recorder, maintaining current recording levels.

Recommendations and Action Requested:

The Police Department requests City Council approve the expenditure of \$7,150 from equitable sharing funds that have been appropriated to the machinery and equipment account for this project. This is a single source quote from Nelson Systems, the manufacturer of the recorder, who handles the work required for the integration.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$7,150.00

Account #: 2050205000000620040

Project #:

If YES, Budgeted Amount: \$7,150.00

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

Department Head Comments:

Budgeted: YES

BY: Brian Murphy

Date: 7/3/2023

Authenticated: 207

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: 7/11/2023

Authenticated: sfo

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



Resolution 500949.pdf
Adobe Acrobat Document
149 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:

Contingent on Council approval to appropriate from the Equitable Sharing Fund Balance, budgetary appropriation is sufficient and available for \$7,150 in account 205-02-050-000-000-620040, Machinery & Equipment.

BY: Sandra Stephens

Date: 7/11/2023

Authenticated: forgyjl

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 7-13-23

July 10, 2023

To: Russel B. Hawes, Chief Administrative Officer

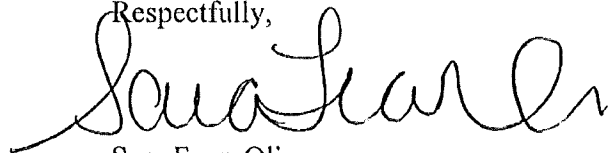
For Your Consideration: Phone System Upgrade/Recorder Integration; Bid # 500949

The Kirkwood Police Department is requesting approval to integrate the newly proposed phone system with the current recorder, which was purchased from Nelson Systems in 2021. Nelson Systems is the sole source provider of both the recorder and any integration work that needs to take place on the device.

The Police Department is requesting to use appropriated equitable sharing funds in the amount of \$7,150.00 for this purchase, pending the approval of Bill 10991.

Attached is a request from Brian Murphy, Police Chief, for a resolution authorizing a purchase order to be issued to Nelson Systems for a not to exceed amount of \$7,150.00 for the installation of the upgraded dispatch phone system to the current phone recorder.

Respectfully,

A handwritten signature in black ink, appearing to read "Sara Foan-Oliver". The signature is fluid and cursive, with a long horizontal stroke at the end.

Sara Foan-Oliver
Procurement Director

RESOLUTION 86-2023

A RESOLUTION ACCEPTING THE SINGLE SOURCE QUOTE OF CHARTER SPECTRUM IN THE AMOUNT NOT TO EXCEED OF \$6,550 FOR INSTALLATION AND MAINTENANCE OF FIBER OPTIC CONNECTIONS FOR THE POLICE DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, the Kirkwood Police Department is requesting approval to install fiber optic connections that will be solely dedicated to the Police Department and the backup communication center for St. Louis County, where all of the City of Kirkwood's communications would be directed in the event that the City's primary dispatch center is unusable, and

WHEREAS, the fiber optic connections are a part of the new Fire Alerting System that is operated from the Kirkwood Communications Center, and

WHEREAS, Charter Spectrum submitted a quote in the amount of \$6,550 for the installation and maintenance of fiber optic connections for the Police Department, and

WHEREAS, Charter Spectrum is the single source provider for the installation and maintenance of these fiber optic connections, and

WHEREAS, funds are available in Account #205-02-050-000-000-620040 (Machinery & Equipment), contingent upon approval of Bill 10991.

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

SECTION 1. The single source quote of Charter Spectrum in the amount not to exceed of \$6,550 for installation and maintenance of fiber optic connections for the Police Department is hereby accepted and approved.

SECTION 2. The Director of Procurement is hereby authorized and directed to issue a purchase order to Charter Spectrum in the amount not to exceed of \$6,550 for installation and maintenance of fiber optic connections for the Police Department.

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

PASSED AND APPROVED THIS 20TH DAY OF JULY 2023.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 7/20/2023

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

The Police Department needs to provide dedicated fiber optic connections to the Kirkwood Police Department and to the backup communications center for St. Louis County, in Chesterfield, MO (where Kirkwood Communications will go in the event our primary dispatch center is not usable). This fiber is required as part of the new Fire Alerting System that is operated from the Kirkwood Communications Center. Charter Communications is the provider of the fiber network used, and has provided a quote for \$6,550 in costs to the Police Department through the end of fiscal year 20223/24 for installation and maintenance of this system.

Recommendations and Action Requested:

The Police Department requests City Council approve the expenditure of \$6,550 from equitable sharing funds that have been appropriated to the machinery and equipment account for this project. This is a single source quote from Charter Communications, the provider of the network, who handles the work required.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$6,550.00 Account #: 2050205000000620040 Project #:

If YES, Budgeted Amount: \$6,550.00 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments: Budgeted: YES

BY: Brian Murphy Date: 7/3/2023 Authenticated: 207

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: 7/11/2023

Authenticated: sfo

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:

Contingent on Council approval to appropriate from the Equitable Sharing Fund Balance, budgetary appropriation is sufficient and available for \$6,550 in account 205-02-050-000-000-620040, Machinery & Equipment.

BY: Sandra Stephens

Date: 7/11/2023

Authenticated: forgyjl

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 7-13-23

July 10, 2023

To: Russel B. Hawes, Chief Administrative Officer

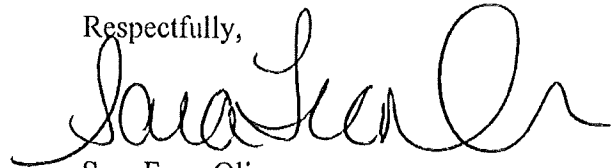
For Your Consideration: Fiber Optic Installation; Bid # 500951

The Kirkwood Police Department is requesting approval to install fiber optic connections that will be solely dedicated to the Department and the backup communication center for St. Louis County, located in Chesterfield, Missouri. The backup communication center is where all Kirkwood communications would be directed in the event that our primary dispatch center is unusable. These fiber connections are required as part of the new Fire Alerting System that is operated from the Kirkwood Communications Center.

The Police Department is requesting to use appropriated equitable sharing funds in the amount of \$6,550.00 for this purchase, pending the approval of Bill 10991.

Attached is a request from Brian Murphy, Police Chief, for a resolution authorizing a purchase order be issued to Charter Spectrum for a not to exceed amount of \$6,550.00 for the installation and maintenance of fiber optic connections.

Respectfully,

A handwritten signature in black ink, appearing to read 'Sara Foan-Oliver', written in a cursive style.

Sara Foan-Oliver
Procurement Director

RESOLUTION 87-2023

A RESOLUTION ACCEPTING THE BID OF CITY LIGHTING PRODUCTS IN THE AMOUNT OF \$159,571.50 FOR THE PURCHASE OF LED STREET LIGHTS FOR THE ELECTRIC DEPARTMENT AND AUTHORIZING AND DIRECTING THE DIRECTOR OF PROCUREMENT TO ISSUE A PURCHASE ORDER.

WHEREAS, pursuant to law, the City solicited bids for the purchase of LED Street Lights for the Electric Department, and

WHEREAS, the most responsible bid received was that of City Lighting Products in the amount of \$159,571.50, which bid acceptance is approved by the Chief Administrative Officer and recommended by the Director of Procurement, Director of Electric and the Director of Public Services, and

WHEREAS, funds are available in Account #501-20-250-254-000-620080 (Distribution System Improvement), Project #EL2402.

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

SECTION 1. The bid of City Lighting Products in the amount of \$159,571.50 for the purchase of LED Street Lights 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 City Lighting Products in the amount of \$159,571.50 for the purchase of LED Street Lights for the Electric Department.

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

PASSED AND APPROVED THIS 20TH DAY OF JULY 2023.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 7/20/2023

Step #1:

Strategic Plan Select... Goal # & Title Goal 3. Quality of Life, Objective 1

Background To Issue:

The electric department is in need to purchase decorative post top LED street lighting for both Downtown Kirkwood and residential streets throughout Kirkwood. Bid Advertisements for LED street lighting material only were sent to vendors through the Purchasing Department. City Lighting Products submitted the lowest and responsive bid of \$159,571.50. Two vendors (Fletcher-Reinhardt Company and St. Louis LEDs) submitted pricing for substitute light products, but do not meet the production specification.

Recommendations and Action Requested:

It is recommended the City Council accept the bid submittal by City Lighting Products for LED street lighting materials in the amount not to exceed \$159,571.50.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$159,571.50 Account #: 501-20-250-254-000-620080 Project #: EL2402

If YES, Budgeted Amount: \$159,571.50 If NO, or if insufficient funding (Complete Step #3).

Department Head Comments: Budgeted: YES

BY: Christopher Krueger Date: 7/11/2023 Authenticated: Ckrueger

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: 7/12/2023

Authenticated: sfo

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



Resolution 13956.pdf
Adobe Acrobat Document
39.1 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 in the Electric Fund total budget for \$71,820 in account 501-20-250-254-000-620080, Distribution System Improvement, Project EL2402, LED Street Lights to approve the above as requested.

BY: Sandra Stephens

Date: 7/12/2023

Authenticated: forgyjl

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY:

Date:

7-13-23

July 11, 2023

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: LED Street Lights, Bid #13956

Sealed bids were opened on June 22, 2023. The bid tabulation is as follows:


<u>Vendor</u>	<u>Total Base Bid</u>
Fletcher-Reinhardt	\$119,980.00
St. Louis LEDs	\$121,380.00
City Lighting Products	\$159,571.50
Frost Supply	\$159,839.00
Metro Electric	\$160,282.00
Graybar Electric	\$162,473.90
Rexel USA, Inc	\$166,276.60

Bid requests were sent to a total of 159 suppliers through our eProcurement system; however, only those as mentioned above submitted.

The bids were provided to Chris Krueger, Public Works Director and Mark Petty, Electric Director, for review. The bids submitted by Fletcher-Reinhardt and St. Louis LEDs do not meet the specifications given for this project. It is recommended that the bid be awarded to City Lighting Products, as their bid of \$159,571.50 is the lowest and best bid meeting specifications.

Attached is a request from Chris Krueger, Public Works Director, for a resolution authorizing a purchase order be issued to City Lighting Products in the amount of \$159, 571.50 for LED Street Lights.

Respectfully,



Sara Foan-Oliver
Procurement Director

RESOLUTION 88-2023

A RESOLUTION ACCEPTING THE BID OF MIDWEST SCAPES, LLC AT THE RATES PROVIDED IN THE MEMO (A COPY OF WHICH IS ATTACHED HERETO AND INCORPORATED BY REFERENCE HEREIN) FOR TREE STUMP REMOVAL FOR THE ENGINEERING 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 Tree Stump Removal for the Engineering Department, and

WHEREAS, the most responsible bid received was that of Midwest Scapes, LLC at the rates provided in the memo (a copy of which is attached hereto and incorporated by reference herein) 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 Public Services, and

WHEREAS, funds are available in Account #101-04-065-067-000-520075 (Professional Services), pending budgetary approval.

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

SECTION 1. The bid of Midwest Scapes, LLC at the rates provided in the memo (a copy of which is attached hereto and incorporated by reference herein) for Tree Stump Removal for the Engineering 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 Midwest Scapes, LLC at the rates provided in the memo (a copy of which is attached hereto and incorporated by reference herein) for Tree Stump Removal for the Engineering 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 20TH DAY OF JULY 2023.

Mayor, City of Kirkwood

ATTEST:

City Clerk

Legislation Request

Resolution

Place On The Agenda Of: 7/20/2023

Step #1:

Strategic Plan YES Goal # & Title Goal #3 Quality of Life

Background To Issue:

Continuing the proactive maintenance of City owned trees reduces the potential safety hazards, maintains healthy trees, and provides a routine inspection of all trees.

Recommendations and Action Requested:

It is the recommendation that City Council approve the bid from Midwest Scapes LLC to provide stump removal services to the City of Kirkwood. The estimated budget for FY24 is to be \$80,000.

Alternatives Available:

Does this project have a public information component? Yes No

Cost: \$80,000.00 Account #: 101-04-065-067-000-520075 Project #:

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

Department Head Comments: Budgeted: YES

BY: Cory Meyer Date: 7/11/2023 Authenticated:

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: 7/12/2023

Authenticated: sfo

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



Resolution 13957.pdf
Adobe Acrobat Document
37.8 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 \$80,000 in account 101-04-065-067-000-520075, Professional Services to approve the above as requested.

BY: Sandra Stephens

Date: 7/12/2023

Authenticated: forgyjl

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

Approve Disapprove

Chief Administrative Officer's Comments:

BY: 

Date: 7-13-23

July 11, 2023

To: Russell B. Hawes, Chief Administrative Officer

For Your Consideration: Tree Stump Removal - 13957

Bid requests were sent to 159 suppliers through our eProcurement system; however, only one vendor chose to bid.

The sealed bid was opened on May 31, 2023. The bid reads as follows:

	Stump Removal at Base of Root Flare (cost in dollars per linear foot)	Surface Root Outside of Stump Area (cost in dollars per linear foot)
Midwest Scapes, LLC	\$180/LF	\$75.00/LF

The bid was provided to Cory Meyer, City Forester and Bill Bensing, Public Services Director, for evaluation. After review, it is recommended that the bid be awarded to Midwest Scapes, LLC, as their bid is the lowest responsible bid meeting specifications.

Attached is a request from Cory Meyer, City Forester, for a resolution authorizing a contract to be issued to Midwest Scapes, LLC based on the rates above. The contract term is for (1) year with the option to renew for up to four (4) additional one (1) year terms pending budgetary approval for Tree Stump Removal.

Respectfully,



Sara Foan-Oliver
Procurement Director

APPLICATION FOR TEMPORARY OUTDOOR PROMOTIONAL VARIANCE

Business or Organization Seeking Variance:

25 Financial

Name of Business Owner or Manager Seeking Variance:

Kimberly Larson

Address or Location of Variance Site:

135 W. Adams

Description of Activity Needing Variance Including Dates and Times:

Saturday, September 23, 2023

10am - 2pm

• Building Event in Kirkwood as new owners we would like to host an introduction to Kirkwood alongside Oasis International that is an organization we give to. Anyone in the city of Kirkwood is welcome to attend.

Applicant's Telephone Number: 909.213.3775

Email Address, if applicable: Kim.Larson.realestate@gmail.com

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

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

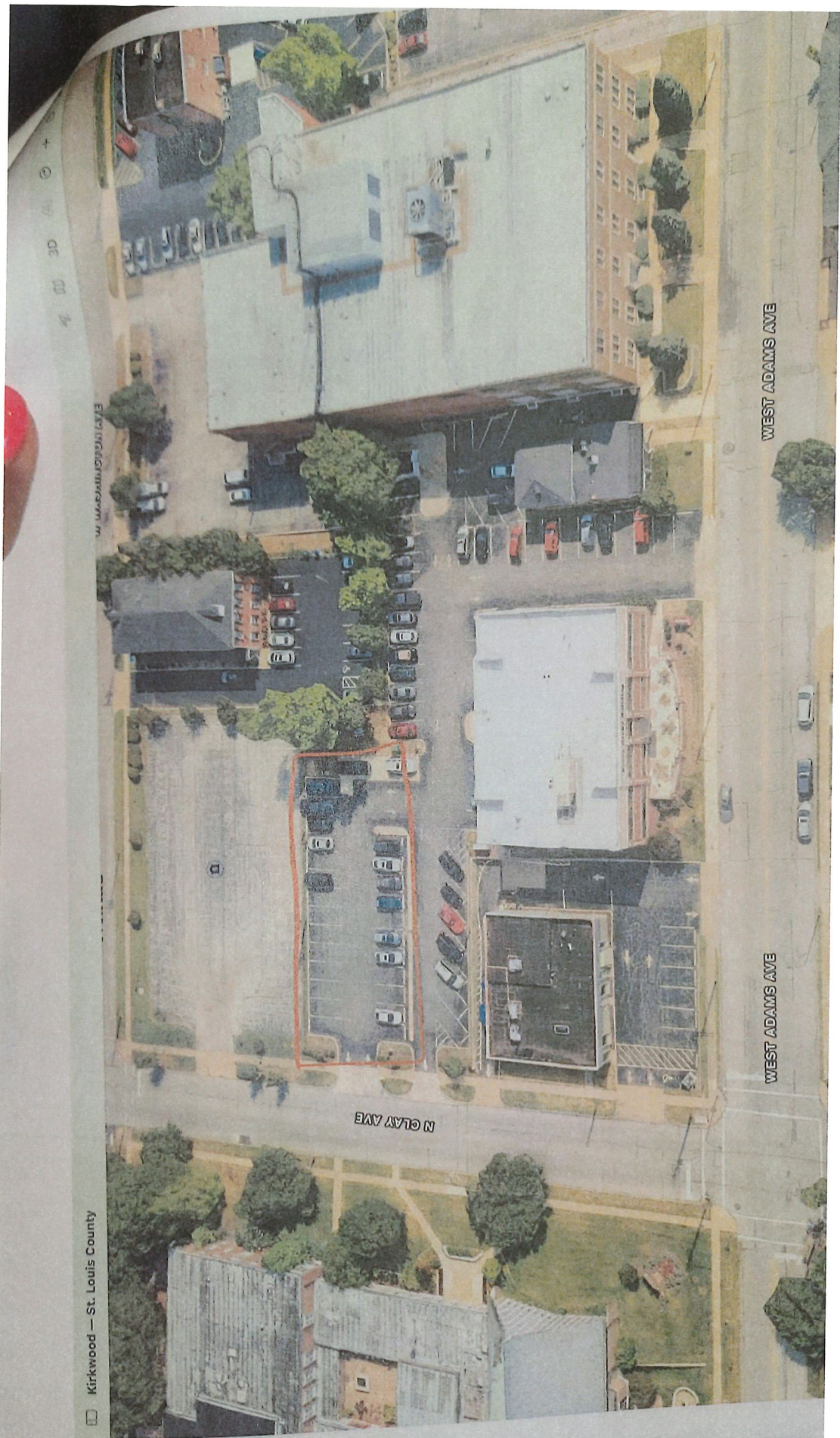
How Many Parking Spaces Will Be Affected: 25

[Signature]
Signature of Applicant
Or Applicant's Representative

7/10/23
Date

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

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



Kirkwood — St. Louis County

N CLAY AVE

WEST ADAMS AVE

WEST ADAMS AVE

10 20 30 40 50 60

APPLICATION FOR TEMPORARY
OUTDOOR PROMOTIONAL VARIANCE

Business or Organization Seeking Variance:

Alpine Shop

Name of Business Owner or Manager Seeking Variance:

Teri Rudelic

Address or Location of Variance Site:

440 N. Kirkwood Rd 63122

Description of Activity Needing Variance Including Dates and Times:

Annual Fall Swap - October 20-22, 2023

Applicant's Telephone Number:

314/962-7715

Email Address, if applicable:

trudelic@alpine-shop.com

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

Dan Guirl 314/680-9972
(landlord)

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

How Many Parking Spaces Will Be Affected:

possibly 30

Signature of Applicant

TRudeli

Or Applicant's Representative

7-12-23

Date

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

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

O:\CITYCLERK\BETTY\APPLICATION FOR TEMPORARY VARIANCES-EVENTS.doc

aschellb@Kirkwoodmo.org