

**REVISED AGENDA
MAPLEWOOD CITY COUNCIL MEETING
TUESDAY, JUNE 14, 2016
7:30 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Motion to Excuse Councilperson
5. Approval of the Council Agenda
6. Public Forum
7. Announcements
8. Approval of the May 24, 2016 City Council meeting minutes
9. A Resolution of the City Council of the City of Maplewood, Missouri appointing Jonathan Krueger to the Library Board and establishing his term of office as expiring June 30, 2019.
10. A Resolution of the City Council of the City of Maplewood, Missouri, authorizing the City Manager to purchase four hundred (400) hours as part of the IT Support Service Agreement with the Regional Justice Information System (REJIS) at a cost of twenty nine thousand six hundred dollars (\$29,600).
11. A Resolution of the City Council of the City of Maplewood, Missouri, authorizing the execution of a contract to sell 2200 Bredell to Brendon D. Papineau and Elizabeth M. Papineau.
12. An Ordinance of the City Council of the City of Maplewood, Missouri, granting a Conditional Use Permit to Dana Huth and Ben Triola of Mauhaus Cat Café and Lounge to operate a café/restaurant facility at 3101 Sutton Boulevard.
13. An Ordinance of the City Council of the City of Maplewood, Missouri, granting a Conditional Use Permit to Jennifer Probst of Hart Catering d/b/a LaChef Catering to operate a catering facility at 7269 Manchester Road.
14. Council Communication
15. Mayor's Report

16. City Attorney's Report

17. City Manager's Report

18. Motion to hold a Closed Session, if needed, to discuss matters relating to litigation, legal actions and/or communication from the City Attorney as provided for in Section 610.021(1)RSMO. and/or specifications for competitive bidding under Section 610.021(11) and/or sealed bids and related documents and sealed proposals and related documents under Section 610.021(11) and/or personnel matters under Section 610.021(13)RSMO. and/or employee matters under Section 610.021(3)RSMO. and/or real estate matters under Section 610.021(2)RSMO. and/or documents related to a negotiated contract under Section 610.021(12)RSMO.

19. Adjournment

PUBLIC AGENDA NOTES
MAPLEWOOD CITY COUNCIL MEETING
TUESDAY, JUNE 14, 2016
7:30 P.M.

The following is a brief description of the Agenda items for Tuesday, June 14, 2016:

ITEM NO. 9, Mayor White is recommending that Jonathan Krueger be appointed to the Library Board to fill a vacancy. With the appointment of Mr. Krueger, the Library Board will have a full contingent of members (9).

ITEM NO. 10, is a resolution authorizing the City Manager to purchase 400 hours of IT Support Service from the Regional Justice Information System (REJIS) at a cost of \$29,600 (\$74/hour). The number of hours and the rate is exactly the same as the previous two years.

ITEM NO. 11, is a resolution authorizing the execution of a contract to sell 2200 Bredell.

ITEM NO. 12, is an ordinance granting a Conditional Use Permit to Dana Huth and Ben Triola of Mauhaus Cat Café and Lounge to operate a café/restaurant facility at 3101 Sutton Boulevard. Mauhaus will be a café that houses adoptable cats in a lounge. The café and lounge will be two separate areas. Cats will live in the lounge at all times. Mauhaus will not be an adoption facility. All adoptions will be handled by a third party. The Plan and Zoning Commission recommended approval of this Conditional Use petition by a vote of 5 ayes, 0 nays, 2 absent.

ITEM NO. 13, is an ordinance granting a Conditional Use Permit to Jennifer Prost of Hart Catering d/b/a LaChef Catering to operate a catering facility at 7269 Manchester Road. The petitioner, Jennifer Prost, is buying LaChef Catering. A new Conditional Use Permit is required because of the change of ownership. The Plan and Zoning Commission recommended approval of this Conditional Use petition by a vote of 5 ayes, 0 nays, 2 absent.

ITEM NO. 18, the Council will need to hold a closed session for the purposes of discussing a real estate lease.

May 24, 2016

The May 24, 2016 Council meeting was called to order at 7:30 p.m., Mayor James White presiding.

ON ROLL CALL, the following members were present: Councilmember Cerven, Councilmember Dunn, Councilmember Faulkingham, Councilmember Greenberg, Mayor White, Councilmember Wolf and Councilmember Mayor Wood.

MOTION TO EXCUSE COUNCILPERSON: No need.

APPROVAL OF THE COUNCIL AGENDA: Councilmember Dunn motioned to add Item 12a., a consent agenda for Items 13-26, duly seconded by Councilmember Faulkingham, which motion received the approval of the Council. Councilmember Dunn motioned to approve the amended agenda, seconded by Councilmember Cerven, which motion received the approval of the Council.

PUBLIC HEARING TO HEAR CITIZEN'S COMMENTS ON A REQUEST BY AUSTIN HAMBLIN OF THE MUDDLED PIG GASTROPUB LOCATED AT 2733 SUTTON BLVD. FOR A FULL AND SUNDAY LIQUOR LICENSE: No one spoke.

PUBLIC HEARING TO HEAR CITIZEN'S COMMENTS ON A REQUEST BY ANDREW BOLIN OF THRIVENT FINANCIAL TO OPERATE AN OFFICE FACILITY AT 3008 SUTTON BLVD.: No one spoke.

PUBLIC FORUM: Bob Harsh, 7346 Myrtle, commended the work of Chamber Director Jeannine Beck and the city's public works, police and fire departments on the recent Taste of Maplewood event.

ANNOUNCEMENTS: None.

APPROVAL OF THE MAY 10, 2016 CITY COUNCIL MEETING MINUTES: Councilmember Wood motioned to approve, duly seconded by Councilmember Cerven, which motion received the majority approval, by voice vote, of the Council.

PROCLAMATION FOR THE MAPLEWOOD KIWANIS CLUB IN HONOR OF THEIR 70TH ANNIVERSARY THIS MONTH: Mayor White presented the proclamation.

MOTION TO APPROVE A REQUEST BY AUSTIN HAMBLIN OF THE MUDDLED PIG GASTROPUB LOCATED AT 2733 SUTTON BLVD. FOR A FULL AND SUNDAY LIQUOR LICENSE: Councilmember Wood motioned to approve, seconded by Councilmember Cerven, which motion received the approval of the Council.

COUNCILMEMBER DUNN MOTIONED TO APPROVE A CONSENT AGENDA FOR ITEMS 13-26, RESOLUTIONS 28-41, SECONDED BY COUNCILMEMBER FAULKINGHAM, WHICH MOTION RECEIVED THE FOLLOWING ROLL CALL VOTE: AYES, MEMBERS CERVEN, DUNN, FAULKINGHAM, GREENBERG, MAYOR WHITE, WOLF AND WOOD. NAYS, NONE.

R16-28, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, REAPPOINTING MATT WOLFE TO THE DESIGN AND REVIEW BOARD AND HISTORIC AND PRESERVATION COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2019.

R16-29, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, REAPPOINTING KRIPANIDHI NITHYA TO THE LIBRARY BOARD AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2019.

R16-30, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, REAPPOINTING SUE SHOEMAKER TO THE LIBRARY BOARD AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2019.

R16-31, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING KRISTEN SPENCER TO THE MID-COUNTY SENIOR CITIZENS COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2019.

R16-32, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI REAPPOINTING ROBERT HARSH TO THE PARKS AND RECREATION COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2019.

R16-33, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI REAPPOINTING CHRISTY KRAMLICH TO THE PARKS AND RECREATION COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2019.

R16-34, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI REAPPOINTING EILEEN LENCZ TO THE PARKS AND RECREATION COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2019.

R16-35, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI REAPPOINTING MIKE HUMMERT TO THE PLAN AND ZONING COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2020.

R16-36, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI REAPPOINTING SANDI PHILLIPS TO THE PLAN AND ZONING COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2020.

R16-37, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI REAPPOINTING JACKIE ROBB TO THE PLAN AND ZONING COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2020.

R16-38, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI REAPPOINTING ANITA VON BALLMOOS TO THE SPECIAL BUSINESS DISTRICT TAX ADVISORY COMMISSION AND ESTABLISHING HER TERM OF OFFICE AS EXPIRING JUNE 30, 2019.

R16-39, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, REAPPOINTING RALPH BICKNESE TO THE SUSTAINABILITY COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2019.

R16-40, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, REAPPOINTING MAURICE MUIA TO THE SUSTAINABILITY COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2019.

R16-41, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, REAPPOINTING ANDREW WILSON TO THE SUSTAINABILITY COMMISSION AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2019.

BILL 6019, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI GRANTING A CONDITIONAL USE PERMIT TO THRIVENT FINANCIAL TO OPERATE AN OFFICE FACILITY AT 3008 SUTTON BOULEVARD was given its third and final reading. A motion was made by Councilmember Wood that Bill No. 6019 be tabled for the reading of the findings of fact, duly seconded by Councilmember Cerven, which motion received the majority approval; by voice vote, of the Council.

The Mayor and City Council make the following findings of fact for the petition for a Conditional Use Permit for an office facility at 3008 Sutton Blvd:

- a. The proposed use complies with all applicable provisions of the Zoning Code.
- b. The proposed use will contribute to and promote the community welfare and convenience.
- c. The proposed use will not cause substantial injury to the value of neighboring property.
- d. The proposed use does comply with the overall neighborhood development plan and existing zoning provisions.
- e. The proposed use will provide, if applicable, off-street parking and loading areas in accordance with the standards of the Zoning Code.
- f. The proposed use will not substantially increase traffic hazards.
- g. The proposed use will not substantially increase fire hazards.
- h. The proposed use will not overtax public utilities.
- i. The proposed use will not place an undue burden on municipal services.
- j. The proposed use is consistent with the design, construction and original intended use of the structure.
- k. The proposed use serves a community need, and no detrimental effect will be made upon the character of the zoning district in which the conditional use is proposed.

It was then moved by Councilmember Wood, duly seconded by Councilmember Cerven, that the findings of fact be approved, which motion received the following roll call vote: Ayes, members Cerven, Dunn, Faulkingham, Greenberg, Mayor White, Wolf and Wood. Nays, none.

Councilmember Wood motioned to bring Bill No. 6019 back onto the table, duly seconded by Councilmember Cerven, which motion received the majority approval; by voice vote, of the Council.

A motion was made by Councilmember Wood, duly seconded by Councilmember Cerven that Bill No. 6019 be approved which motion received the following roll call vote: Ayes, members Cerven, Dunn, Faulkingham, Greenberg, Mayor White, Wolf and Wood. Nays, none.

BILL NO. 6019 was approved by the City Council on this 24th day of May, 2016 as **Ordinance number 5815**.

BILL 6020, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, TO AMEND THE DEFINITIONS OF NUDE AND SEMINUDE IN THE MAPLEWOOD CODE OF ORDINANCES AND TO PROHIBIT CERTAIN ACTS IN PREMISES LICENSED TO SELL AT RETAIL INTOXICATING LIQUOR, WINE OR BEER BOULEVARD was given its third and final reading. It was moved by Councilmember Wood, duly seconded by Councilmember Faulkingham that Bill No. 6020 be approved, which motion received the following roll call vote: Ayes, members Dunn, Faulkingham, Greenberg, Mayor White, Wolf and Wood. Nays, member Cerven.

BILL NO. 6020 was approved by the City Council on this 24th day of May, 2016 as **Ordinance number 5816**.

COUNCIL COMMUNICATION: Councilmember Faulkingham stated the Taste of Maplewood event was a great event that was very well attended and very successful.

MAYOR'S REPORT: Mayor White thanked the city staff for their help with the Taste of Maplewood event.

CITY ATTORNEY'S REPORT: No report.

CITY MANAGER'S REPORT: Mr. Corcoran reported the following:

- The vacant lots at 7440 and 7442 Zephyr are out for sale.
- The Aquatic Center opens this Saturday.
- Schlafly's Art Outside event begins this weekend.

MOTION TO HOLD A CLOSED SESSION, IF NEEDED, TO DISCUSS MATTERS RELATING TO LITIGATION, LEGAL ACTIONS AND/OR COMMUNICATION FROM THE CITY ATTORNEY AS PROVIDED FOR IN SECTION 610.021(1)RSMO. AND/OR SPECIFICATIONS FOR COMPETITIVE BIDDING UNDER SECTION 610.021(11) AND/OR SEALED BIDS AND RELATED DOCUMENTS AND SEALED PROPOSALS AND RELATED DOCUMENTS UNDER SECTION 610.021(11) AND/OR PERSONNEL MATTERS UNDER SECTION 610.021(13)RSMO. AND/OR EMPLOYEE MATTERS UNDER SECTION 610.021(3)RSMO. AND/OR REAL ESTATE MATTERS UNDER SECTION 610.021(2)RSMO. AND/OR DOCUMENTS RELATED TO A NEGOTIATED CONTRACT UNDER SECTION 610.021(12)RSMO: No need.

There being no further business before the Council, the meeting adjourned at 8:00 p.m.

INTEROFFICE MEMORANDUM

TO: Mayor & City Council
FROM: Martin J. Corcoran, City Manager
DATE: June 10, 2016
RE: Library Board Appointment

Mayor White is recommending that Jonathan Krueger be appointed to the Library Board to fill a vacancy. Mr. Krueger resides at 7228 Zephyr Place and has indicated a desire to serve on the Library Board.

If you have any questions in regards to this appointment, please contact Mayor White.


Martin J. Corcoran
City Manager

RESOLUTION

R16-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, APPOINTING JONATHAN KRUEGER TO THE LIBRARY BOARD AND ESTABLISHING HIS TERM OF OFFICE AS EXPIRING JUNE 30, 2019.

WHEREAS, Jonathan Krueger has indicated a desire to serve on the Library Board; and

WHEREAS, a vacancy exists on the Library Board.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS: Jonathan Krueger is hereby appointed to the Library Board; and

BE IT FURTHER RESOLVED that his term of office is established as expiring June 30, 2019.

Passed this 14th day of June, 2016

James White, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

Approved this 14th day of June, 2016

James White, Mayor

Attest:

Karen Scheidt, Deputy City Clerk

INTEROFFICE MEMORANDUM

TO: Mayor & City Council
FROM: Martin J. Corcoran, City Manager
DATE: June 10, 2016
RE: Purchase of IT Support Hours with REJIS

Attached is a resolution authorizing the City Manager to purchase 400 hours at a cost of \$29,600 (\$74.00 per hour) as part of the IT Support Service Agreement with the Regional Justice Information System (REJIS). These hours are for the period July 1, 2016 through June 30, 2017.

The number of hours and the rate is exactly the same as last year.

If you have any questions, please contact me.


Martin J. Corcoran
MJC/krs

enclosure

RESOLUTION

R16-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE CITY MANAGER TO PURCHASE FOUR HUNDRED (400) HOURS AS PART OF THE IT SUPPORT SERVICE AGREEMENT WITH THE REGIONAL JUSTICE INFORMATION SYSTEM (REJIS) AT A COST OF TWENTY NINE THOUSAND SIX HUNDRED DOLLARS (\$29,600).

WHEREAS, the City of Maplewood has an IT Support Service Agreement with REJIS;
and

WHEREAS, the City of Maplewood will have used up the previous contracted amount of hours by the end of the fiscal year; and

WHEREAS, staff is recommending that an additional four hundred (400) hours be purchased at a cost of twenty nine thousand six hundred dollars (\$29,600).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS: The City Manager is hereby authorized to purchase four hundred (400) hours as part of the IT Service Agreement with REJIS at a cost of twenty nine thousand six hundred dollars (\$29,600).

Passed this 14th day of June, 2016

James White, Mayor

Attest:

Karen R. Scheidt, Deputy City Clerk

Approved this 14th day of June, 2016

James White, Mayor

Attest:

Karen R. Scheidt, Deputy City Clerk



Services Agreement

4255 West Pine Blvd
St. Louis, MO 63108
314.535.1950

www.rejis.org

City of Maplewood ("Agency") and the REJIS Commission ("REJIS") have entered into an annual Information Technology (IT) Support Services Agreement ("Agreement") for network technology support to be supplied by REJIS. The intent of the parties is that REJIS will supply a pool of network technology hours which may be utilized by the Agency based upon its needs and discretion. The **REJIS Services Definitions and Conditions** outline the services to be provided and the pricing for these services.

The term of this Agreement shall be for one year beginning July 1, 2016 and terminating one year later. The Agreement may be renewed for additional like periods. A minimum of ninety days prior to the termination date, the Agency shall notify REJIS of its intent either to allow the Agreement to expire or to renew the Agreement for another year. Notwithstanding other terms to the contrary, the obligation of the Agency under this Agreement shall cease immediately for a fiscal year in which the Agency does not, for any reason, appropriate funds for this Agreement or any of its renewals. Cancellation for cause by the Agency may occur at any time upon sixty day written notice. REJIS may cancel at the end of the original Agreement, or any renewal term, by giving the Agency sixty day advance notice.

Vacant
Chairman

Chief Jon Belmer
Vice Chairman

Chief Sam Dotson
Secretary – Treasurer

Chief Michael Wiegand

Ms. Pamela Reitz

Mr. Dele Oredugba

Dr. Richard Rosenfeld

Fees for services shall be those set out in **REJIS Services Definitions and Conditions**. The method of payment for the annual cost shall be monthly based on the number of IT Support Service hours worked at the Agency the previous month. If the number of contracted hours is expended before the contract term ends, REJIS may, with the consent and authorization of the Agency, continue to provide the IT network support as contracted. The Agency will be invoiced monthly at the same contract rate for those IT support hours.

REJIS represents and warrants that it presently has no interest and shall not acquire any interest, which would conflict in any manner with the performance of services to be provided under this Agreement.

REJIS shall not discriminate against any employee or applicant for employment, or in terms or conditions of employment due to said person's age, race, religion, creed, color, sex, national origin, handicap, or disability relative to carrying out this Agreement.

REJIS shall have the right to use Agency information technology assets at no cost to REJIS to carry out the obligations under this Agreement. The Agency, at no charge to REJIS, will provide the necessary facilities to assist REJIS in performing its duties. Such facilities would include, but not be limited to, adequate office space and parking, access to equipment and any required supplies.

REJIS will provide insurance coverage including Professional Liability Coverage in an amount of not less than \$1,000,000.

The Agency's data and confidentiality shall be kept secure by REJIS. Only authorized REJIS employees or contractors will have access to Agency data or processes. Information originating from the Agency shall not be provided to any third parties without written consent of the appropriate Agency Official.

Dr. William R. Powell, Jr.
General Manager

REJIS does not assume total responsibility for technology operations unless the commitment dictates full time presence of REJIS employees working within the customer's organizational setting. REJIS only assumes liability for REJIS actions when supporting the organization.

REJIS and the Agency agree that they will not solicit for employment, nor employ each other's personnel during the term of this Agreement and for six (6) months after the termination of the Agreement. In the event that REJIS or the Agency chooses to employ an individual who within the preceding one-hundred and eighty days was employed by the other party as a full time employee, both REJIS and the Agency hereby agree to pay an amount equal to six (6) months base salary, without deductions and including benefits, to the other party. The base salary will be computed on the employee's salary as of the time of departure from either REJIS or the Agency.

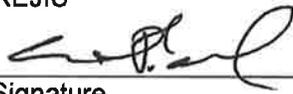
The prices in the **REJIS Services Definitions and Conditions** are for an annual cost based upon the number of hours committed for one year. Requirements exceeding the base fee shall be billed at current prices. All prices stated are subject to an annual review upon the anniversary of the Agreement. Any such increase in base fees or rates will be sent in writing with the appropriate documentation to the Agency sixty days prior to the due date of the next annual Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

City of Maplewood

REJIS

Signature



Signature

Name

Dr. William R. Powell Jr.

Name

Title

General Manager

Title

Date

May 10, 2016

Date

Attachment - REJIS Services Definitions and Conditions

Attachment to Services Agreement

REJIS Services Definitions and Conditions

The REJIS Commission ("REJIS") and the City of Maplewood ("Agency") have entered into an annual Information Technology (IT) Support Services Agreement ("Agreement") in which the Agency has access to the various network skills supplied by REJIS, upon request, required to support technology installed at the Agency. Those skills may vary from technology planning, project management, network configuration, workstation selection, product evaluation, to problem resolution. The Agreement consists of an annual hour allotment that may be used at the discretion of the Agency. If additional hours are required, those hours may be purchased at a predetermined fixed rate. All services are supplied for a defined cost during a defined period.

Structure of the Agreement:

Annual Agreement:	May be renewed for a like period unless cancelled 90 days before end date. Agreement is cancelable for cause.
Base Hour Commitment:	400 hours annually. Base Hours may only be used for the Agency
Hourly Rate:	<u>\$74.00</u> This rate is based on the fact that the Agency will use at least 200 hours during this Agreement period. If the Agency does not use at least 200 hours during the Agreement period, they will be billed at the end of the Agreement period for the hours used at the REJIS Network Services hours without a contract rate. Any unused annual commitment hours must be used within 60 days after the current agreement period ends.
Annual Cost:	<u>\$29,600.00</u>
Hours Logged to Base Hours:	Service can be scheduled during normal business hours (7:00am – 5:00pm: Monday – Friday). Actual time worked (excluding travel time) is based on request for services authorized through issue reports, service requests, or project requests. In an effort to maximize our effectiveness in resolving technical issues in a timely manner, the Agency must have connectivity to the Internet with a firewall that uses current generation VPN connectivity or be part of the REJIS network to allow a connection to REJIS for remote support.

Type of Service: Any network technology service normally provided by REJIS including management, special skills, problem resolution, consulting, etc. Does not include application development, database management, wiring, hardware repair, proprietary software fixes, or software bug repair. If any hardware or software is identified during the initial on-site assessment that REJIS does not have requisite expertise, REJIS will either offer limited support or advise that support is not available. This issue will be brought to the attention of the Agency at the conclusion of the assessment. No more than 15% of the total committed hours at a rate up to eight (8) hours per week can be used for Wide Area Network and Backend Infrastructure support unless otherwise agreed to by both parties.

Service Includes at No Additional Cost:

- Unlimited use of the Help Desk
- Account Manager
- Monthly Reporting - Each month an invoice report will be provided which identifies: the hours used for the month, the name of the person who performed the work and a brief description of the work performed.

Service Levels: All calls for assistance will be originated through the REJIS Help Desk, with the exception of Projects. Projects will be authorized in writing by the appropriate level of management at the Agency. At the initiation of a service call, the caller determines if the call is an incident or a service request. All critical incidents not resolved by level one support (Help Desk) will be handled remotely or responded to (by phone or in person) in 2 hours during normal business hours (7 a.m. to 5 p.m – Monday - Friday.) and within 4 hours during non-business hours and holidays. Non-priority service calls placed after 3 p.m. will be handled remotely, responded to by 9 a.m. next business day or held for the next scheduled service day if agreeable to the Agency. During non-business hours, the Agency will be charged a minimum of one hour for on-site response or a minimum of 15 minutes for remote response. The Agency will determine the level of priority. Response time for Service Requests will be determined by the Agency, and such requests will be honored by REJIS, subject to available resources. Agencies must call or email the REJIS Help Desk (helpdesk@rejis.org) by the close of business the day before a scheduled visit to cancel that scheduled visit. Four hours will be assessed to the agency's base hour balance when notification is not provided.

RESOLUTION

R16-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AUTHORIZING THE EXECUTION OF A CONTRACT TO SELL 2200 BREDELL TO BRENDON D. PAPINEAU AND ELIZABETH M. PAPINEAU.

WHEREAS, BRENDON D. PAPINEAU AND ELIZABETH M. PAPINEAU have offered to purchase and renovate the property known as 2200 Bredell for use as a single family owner occupied property pursuant to the terms of the Sale Contract attached hereto, which terms are acceptable to the City of Maplewood.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, AS FOLLOWS: The City Manager and the Acting City Clerk are hereby authorized to execute and perform on behalf of the City of Maplewood a contract substantially in the form attached hereto to sell 2200 Bredell to BRENDON D. PAPINEAU AND ELIZABETH M. PAPINEAU, and all City officials are authorized to take such steps and actions and sign such documents as are necessary or appropriate to consummate the transaction contemplated by such Sale Contract.

Passed this 14th day of June, 2016

James White, Mayor

Attest:

Karen R. Scheidt, Acting City Clerk

Approved this 14th day of June, 2016

James White, Mayor

Attest:

Karen R. Scheidt, Acting City Clerk

INTEROFFICE MEMORANDUM



To: Planning Commission
From: Anthony Traxler, Assistant City Manager/Director of Public Works
Date: May 30, 2016
Subject: Petition Number #2016-15 – Request for a Conditional Use Permit in the NB
Neighborhood Business Zoning District – Mauhaus Cat Café (restaurant) and Lounge

BACKGROUND

The subject property, 3101 Sutton Boulevard is located at the intersection of Sutton Boulevard and Elm Avenue. The site is fully developed supporting a two-story commercial building. The street level location of the site recently supported The Washington University, an art studio/higher education office facility.

ZONING REQUEST

The petitioner, Dana Huth and Ben Triola, are requesting a Conditional Use Permit on the subject property (street level) to allow a café/restaurant facility.

Approval of this request, if granted by the Plan and Zoning Commission and the City Council, would bring this property into conformance with the Zoning Code of the City of Maplewood.

PLANNING AND ZONING ISSUES

1. **Proposed Use:** The property is zoned NB Neighborhood Business District which allows restaurants with a Conditional Use Permit. Attached is a detailed summary of the Mauhaus Cat Café and Lounge. Note the proposed use will only have a light menu and will focus on light food items and coffee type drinks.
2. **Parking:** The site has off street parking areas to the south and west of the building and on-street parking located along Sutton Boulevard.
3. **Impact to Adjacent Properties:** The proposed use should have minimal impact on adjacent and surrounding properties. The proposed restaurant should increase pedestrian traffic along Sutton Boulevard which has seen a resurgence of commercial properties south of Manchester Road.

CONDITIONAL USE PERMIT STANDARDS FOR APPROVAL

In presenting any application for a Conditional Use Permit, the petitioner must demonstrate that the proposed conditional use meets the "Standards for Approval" criteria set forth in Section 56-877, Procedures for a Conditional Use Permit, of the Zoning Code (copy attached).

FINDING:

Staff recommends approval, subject to the conditions contained in the attached draft ordinance, based on the following findings of fact:

- 1) The scale and intensity for the proposed use is compatible with adjacent and surrounding properties.
- 2) Ample on-street and off-street parking is available to support the proposed use.
- 3) The proposed conditional use, at the above location, will contribute to and promote the welfare and convenience of the public by providing a unique café concept for the community and surrounding area.



CK#279

**City of Maplewood, Missouri
Application for Conditional Use Permit**

Applicant Information:

Name: Dana Huth & Ben Triola

Contact Address/Phone: 314-973-3041 / 314-691-4939

Proposed Business Information:

Proposed Business Name: MAUHAUS Cat Cafe & Lounge

Address of Proposed Maplewood Location: 3101 Sutton Blvd

Address of Existing Location (if Applicable): _____ Description of Business Activity: MAUHAUS will be a cafe that houses adoptable cats in a lounge. The cafe & lounge will be two separate areas. Cats will live in the lounge at all times. MAUHAUS will not be an adoption facility. All adoptions will be handled through a third party.

Anticipated Hours of Operation: 5 days a week (yet to be determined) 10am-8pm Anticipated Number of Employees: 8

I, Dana Huth, as applicant and/or business owner of the above stated business, hereby verify and certify that all of the information stated above is accurate.

Signed this _____ day of _____, 20____

Property Information:

Property Owner Name: Dana Huth & Ben Triola

Property Owner Address/Phone: 3608 Oxford Blvd 314-973-3041

Intended Use of Property: Cat Cafe & Lounge

I, Dana Huth, as owner of the above state property, hereby verify and agree to the above-stated intended use of the property by the applicant.

Dana Huth
Signed this 23 day of MAY, 2016

Office Use Only

Current Zoning Designation of Property: _____
Site plan of building and surrounding area attached? []

Business License received? []
Filing fee of \$100.00 received? [x]
Public Hearing Notice Fee of \$330.00 received? [x]

KPS

Received this _____ day of _____, 20____
Maplewood Zoning Administrator

A Cat Cafe is a lounge where customers can order coffee and other beverages while enjoying the company of the cats that live in the space.

Cat Cafes have been popular in Asia for over a decade and have slowly made their way to other parts of the world. There are now 6 cat cafes in the United States, none of which are in the Midwest. We'd like to be the first cat cafe in the Midwest, and we think Maplewood is the perfect location.

We would like to put a cat cafe at 3101 Sutton Blvd. We will subdivide space into two units separated by a corridor which is necessary to adhere to St. Louis County health code. The 'lounge' where the cats would be would occupy the front two thirds of the space and the cafe would occupy the back of the unit, with the entrance on Elm.

We aim to begin build-out July of 2016 and open our doors fall of 2016. We are currently in the planning stages and are making sure we can meet all necessary requirements at the municipal and county levels.

The Cat Lounge

The lounge will be separated from the cafe by a corridor. Customers can take their drinks from the cafe through the corridor and enjoy them in the lounge with the cats. The lounge area will be home to 15 or more cats (optimal number of cat residents to be determined with help from Tenth Life adoption organization).

We will be partnering with existing animal adoption nonprofits to foster and adopt out some of the cats. We will act as the 'foster family' for the cats and the nonprofit will handle all of the adoption details.

Cleanliness and proper care for the animals is a chief priority. Air purifiers and regular cleaning will help to maintain cleanliness of the space. A finished basement area will provide a space for litter boxes away from the lounge and visitors.

When the lounge initially opens it will be 'reservation only'.

The Cafe

This will be a small cafe with a focus on international style beverages. Because the cafe is separate from the lounge customers do not have to enter the lounge if they do not want to. In addition to the rotating variety of specialty baked goods we will serve, there will also be glutenless options and a small savory menu.

Other Successful Cat Cafes:

Oakland, California <http://www.cattowncafe.com/>

Washington D.C <http://www.crumbsandwhiskers.com/>

Denver, Colorado <http://www.denvercatco.com/>

Lower East Side, New York <http://www.meowparlour.com/>

San Diego, California <http://www.catcafesd.com/>

Portland, Oregon <http://purringtonscatlounge.com/>

Naples, Florida <http://planettails.com/>



Sec. 56-877. - Procedures for conditional use permit.

(a) *Applications.* Applications for a conditional use permit shall include a site plan and necessary descriptive material relating to the intensity and extent of use and such other information as shall be required by the zoning administrator. An application for a conditional use permit may be filed only by the owner of the property in question or by a tenant, with the owner's permission.

(b) *Standards for conditional use permit approval.* The zoning administrator shall post the property and mail notices to inform the public of the date, time and place of the plan and zoning commission meeting at which the conditional use permit application shall be considered, and of the date, time and place of the public hearing on such application to be held by the city council pursuant to this division. The zoning administrator shall refer the application to the plan and zoning commission to investigate and make a report and recommendation as to whether the following criteria are true with respect to the proposed conditional use:

- (1) Complies with all applicable provisions of this chapter;
- (2) At the specific location will contribute to and promote the community welfare or convenience;
- (3) Will not cause substantial injury to the value of neighboring property;
- (4) Complies with the overall neighborhood development plan and existing zoning district provisions;
- (5) Will provide, if applicable, off-street parking and loading areas in accordance with the standards contained in this chapter;
- (6) Will not substantially increase traffic hazards;
- (7) Will not substantially increase fire hazards;
- (8) Will not overtax public utilities; and
- (9) Will not place an undue burden on municipal services.

(c) *Report and recommendation.* Without unreasonable delay, and in all cases within 40 days after the first meeting at which the proposed conditional use is considered, the plan and zoning commission shall render to the city council a written report and recommendation on the proposed conditional use.

(d) *Hearing.* Upon receipt of the report and the recommendation of the plan and zoning commission, the city council shall hold a public hearing on the application and shall give notice of the date, time and place thereof by causing a notice thereof to be published at least one time, 15 days before the date of the hearing, in a newspaper of general circulation in the city.

(e) *Authorization.* After such hearing, the city council shall, by majority vote, make a determination as to whether the proposed conditional use satisfies the criteria listed in subsection (b) of this section for the plan and zoning commission report and recommendation. If the city council makes an affirmative determination as to all of the criteria, a conditional use permit shall be granted. If the city council makes a negative determination as to any of the criteria, a conditional use permit shall not be granted.

(f) *Conditions.* The plan and zoning commission may recommend and the city council may provide such terms, conditions or restrictions upon the construction, location and operation of the conditional use, as the plan and zoning commission or the city council may determine in order to further the general objectives of this division and to minimize the possibility of injury to the value of property in the neighborhood.

(Ord. No. 4062, § 905.06(3), 10-14-1980; Ord. No. 4258, § 2, 6-10-1986; Ord. No. 4524, § 1, 3-24-1992; Ord. No. 4560, § 1, 11-10-1992; Ord. No. 4646, § 1, 5-24-1994)

▼
*City
of Maplewood*



▼
PUBLIC HEARING NOTICE

Maplewood City Council will hold a public hearing on 6/28/16 at 7:30 p.m. in the City Hall Council Chambers, 7601 Manchester Rd., Maplewood, MO 63143, to hear citizen's comments on a request for a Conditional Use Permit to operate a café/restaurant (Mauhaus) at 3101 Sutton Blvd.

Ad as appearing in the June 10, 2016 **St. Louis Post-Dispatch**.

▼
7601 Manchester Road
Maplewood, MO 63143
(314) 645-3600

BILL NO.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, GRANTING A CONDITIONAL USE PERMIT TO DANA HUTH AND BEN TRIOLA OF MAUHAUS CAT CAFÉ AND LOUNGE TO OPERATE A CAFÉ/RESTAURANT FACILITY AT 3101 SUTTON BOULEVARD

WHEREAS, Mauhaus Cat Café and Lounge applied to the City Council of the City of Maplewood, Missouri for a Conditional Use Permit as provided in Section 56-877 of the Maplewood Code of Ordinances, to operate a café/restaurant facility at 3101 Sutton Boulevard.; and

WHEREAS, the Plan and Zoning Commission recommended approval of this proposed Conditional Use Permit at their June 6, 2016 meeting by a vote of ayes, nays; and

WHEREAS, the City Council held a public hearing on this conditional use permit at their June 28, 2016 Council meeting.

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

Section I. Mauhaus Cat Café and Lounge is hereby granted a Conditional Use Permit to operate a café/restaurant facility at 3101 Sutton Boulevard.

Section II. The Conditional Use Permit is granted subject to all rules and regulations and to conditions set forth for the property described in Section I. as follows:

- (A) Permitted and Conditional Uses: The uses permitted in this Conditional Use Permit shall be as follows:
 - 1) All permitted land uses in the NB Neighborhood Business District.
 - 2) A café/restaurant facility.
- (B) Architectural Standards/Sign Requirements: Any exterior changes to the building and/or signage must be approved by the Design and Review Board prior to the issuance of a building permit. All non-conforming signage must be removed prior to the issuance of an occupancy permit/business license.
- (C) Exterior Storage of Materials: No outside storage of materials will be permitted.
- (D) All cats must be licensed with the City of Maplewood.

Section III. Any expansion or alteration of use, structure or site must be approved by the Plan and Zoning Commission prior to the issuance of a building permit.

Section IV. The permittee shall, within 30 days, give written acceptance to the terms of this ordinance to the City Council.

Section V. This ordinance shall be in full force and effect fifteen (15) days after its passage and approval.

Passed this day of 2016

James White, Mayor

Attest:

Karen Scheidt, Acting City Clerk

Approved this day of 2016

James White, Mayor

Attest:

Karen Scheidt, Acting City Clerk

INTEROFFICE MEMORANDUM



To: Planning Commission
From: Anthony Traxler, Assistant City Manager/Director of Public Works
Date: June 3, 2016
Subject: Petition Number #2016-16 – Request for a Conditional Use Permit in the CB Community Business Zoning District – Hart Catering d/b/a LaChef

BACKGROUND

The subject property, 7169 Manchester Road currently supports the business operations of LaChef Catering. LaChef has been operating via a conditional use permit since March of 1989. The business is in the process of being sold to Hart Catering. Hart Catering will do business as LaChef at the subject property but because of the change in ownership, a new conditional use is required.

ZONING REQUEST

The petitioner, Jennifer Prost, is requesting a Conditional Use Permit on the subject property to allow a catering facility.

Approval of this request, if granted by the Plan and Zoning Commission and the City Council, would bring this property into conformance with the Zoning Code of the City of Maplewood.

PLANNING AND ZONING ISSUES

1. **Proposed Use:** The property is zoned CB Community Business District which allows catering operations with a Conditional Use Permit. As aforementioned, the business operations on-site will remain as has been since 1989 and the only reason for the conditional use permit is due to a change of ownership.
2. **Parking:** The site has parking to the rear of the building and on-street parking along Manchester Road.
3. **Impact to Adjacent Properties:** The change in ownership should not impact adjacent or surrounding properties.

CONDITIONAL USE PERMIT STANDARDS FOR APPROVAL

In presenting any application for a Conditional Use Permit, the petitioner must demonstrate that the proposed conditional use meets the "Standards for Approval" criteria set forth in Section 56-877, Procedures for a Conditional Use Permit, of the Zoning Code (copy attached).

FINDING:

Staff recommends approval, subject to the conditions contained in the attached draft ordinance, based on the following findings of fact:

- 1) The scale and intensity for the use is compatible with adjacent and surrounding properties.
- 2) Ample parking is available to support the proposed use.
- 3) The proposed conditional use, at the above location, will contribute to and promote the welfare and convenience of the public by providing catering operations for the community and surrounding area.

City of Maplewood, Missouri
Application for Conditional Use Permit



Applicant Information:

Name: Jennifer Probst
Contact Address/Phone: 24 Elm Place Webster Groves 63119
(314) 630-6354

Proposed Business Information:

Proposed Business Name: ~~La Chef~~ Hart Catering d/b/a Lachet
Address of Proposed Maplewood Location: 7169 Manchester Rd. 63143
Address of Existing Location (if Applicable): _____

Description of Business Activity: off premise catering. Food is prepared at this location & the delivered to the client i.e. office, home party; wedding; venue site

Anticipated Hours of Operation: M-F 4am-5pm Anticipated Number of Employees: 15

I, Jennifer Probst, as applicant and/or business owner of the above stated business, hereby verify and certify that all of the information stated above is accurate.

Jennifer Probst
Signed this May day of 24th, 2016

Property Information:

Property Owner Name: Jennifer Probst
Property Owner Address/Phone: 7169 Manchester Rd. 63143

Intended Use of Property: We intended to use building as an off premise catering company. we will be preparing food in location to be delivered to clients.

I, Jennifer Probst, as owner of the above state property, hereby verify and agree to the above-stated intended use of the property by the applicant.

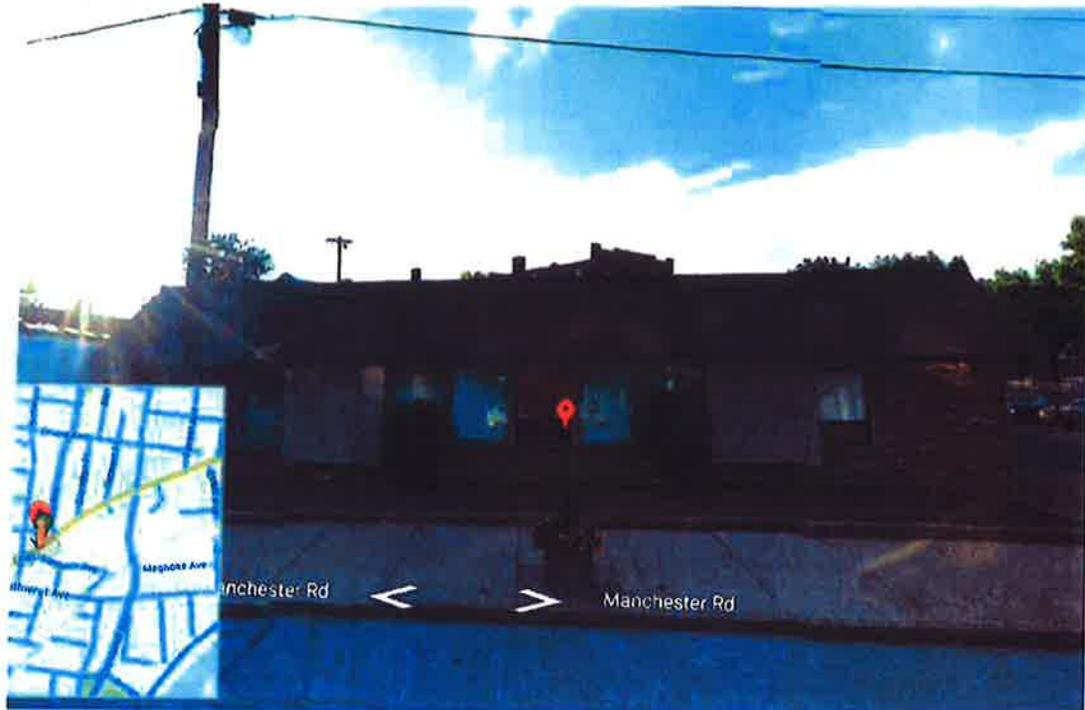
Jennifer Probst
Signed this May day of 24th, 2016

Office Use Only

Current Zoning Designation of Property: _____
Site plan of building and surrounding area attached? []

Business License received? []
Filing fee of \$100.00 received?
Public Hearing Notice Fee of \$330.00 received?

Received this _____ day of _____, 20____
Maplewood Zoning Administrator



7169 Manchester

Sec. 56-877. - Procedures for conditional use permit.

- (a) *Applications.* Applications for a conditional use permit shall include a site plan and necessary descriptive material relating to the intensity and extent of use and such other information as shall be required by the zoning administrator. An application for a conditional use permit may be filed only by the owner of the property in question or by a tenant, with the owner's permission.
- (b) *Standards for conditional use permit approval.* The zoning administrator shall post the property and mail notices to inform the public of the date, time and place of the plan and zoning commission meeting at which the conditional use permit application shall be considered, and of the date, time and place of the public hearing on such application to be held by the city council pursuant to this division. The zoning administrator shall refer the application to the plan and zoning commission to investigate and make a report and recommendation as to whether the following criteria are true with respect to the proposed conditional use:
- (1) Complies with all applicable provisions of this chapter;
 - (2) At the specific location will contribute to and promote the community welfare or convenience;
 - (3) Will not cause substantial injury to the value of neighboring property;
 - (4) Complies with the overall neighborhood development plan and existing zoning district provisions;
 - (5) Will provide, if applicable, off-street parking and loading areas in accordance with the standards contained in this chapter;
 - (6) Will not substantially increase traffic hazards;
 - (7) Will not substantially increase fire hazards;
 - (8) Will not overtax public utilities; and
 - (9) Will not place an undue burden on municipal services.
- (c) *Report and recommendation.* Without unreasonable delay, and in all cases within 40 days after the first meeting at which the proposed conditional use is considered, the plan and zoning commission shall render to the city council a written report and recommendation on the proposed conditional use.
- (d) *Hearing.* Upon receipt of the report and the recommendation of the plan and zoning commission, the city council shall hold a public hearing on the application and shall give notice of the date, time and place thereof by causing a notice thereof to be published at least one time, 15 days before the date of the hearing, in a newspaper of general circulation in the city.
- (e) *Authorization.* After such hearing, the city council shall, by majority vote, make a determination as to whether the proposed conditional use satisfies the criteria listed in subsection (b) of this section for the plan and zoning commission report and recommendation. If the city council makes an affirmative determination as to all of the criteria, a conditional use permit shall be granted. If the city council makes a negative determination as to any of the criteria, a conditional use permit shall not be granted.
- (f) *Conditions.* The plan and zoning commission may recommend and the city council may provide such terms, conditions or restrictions upon the construction, location and operation of the conditional use, as the plan and zoning commission or the city council may determine in order to further the general objectives of this division and to minimize the possibility of injury to the value of property in the neighborhood.

(Ord. No. 4062, § 905.06(3), 10-14-1980; Ord. No. 4258, § 2, 6-10-1986; Ord. No. 4524, § 1, 3-24-1992; Ord. No. 4560, § 1, 11-10-1992; Ord. No. 4646, § 1, 5-24-1994)

▼
*City
of Maplewood*



▼
PUBLIC HEARING NOTICE

Maplewood City Council will hold a public hearing on 6/28/16 at 7:30 p.m. in the City Hall Council Chambers, 7601 Manchester Rd., Maplewood, MO 63143, to hear citizen's comments on a request for a Conditional Use Permit to operate a catering facility (LaChef) and to have a full liquor license at 7169 Manchester Rd.

Ad as appearing in the June 10, 2016 **St. Louis Post-Dispatch**.

▼
7601 Manchester Road
Maplewood, MO 63143
(314) 645-3600

BILL NO.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MISSOURI, GRANTING A CONDITIONAL USE PERMIT TO JENNIFER PROST OF HART CATERING D/B/A LACHEF CATERING TO OPERATE A CATERING FACILITY AT 7169 MANCHESTER ROAD

WHEREAS, Jennifer Prost of Hart Catering d/b/a LaChef Catering applied to the City Council of the City of Maplewood, Missouri for a Conditional Use Permit as provided in Section 56-877 of the Maplewood Code of Ordinances, to operate a catering facility at 7169 Manchester Road; and

WHEREAS, the Plan and Zoning Commission recommended approval of this proposed Conditional Use Permit at their June 6, 2016 meeting by a vote of ayes, nays; and

WHEREAS, the City Council held a public hearing on this conditional use permit at their June 28, 2016 Council meeting.

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

Section I. Jennifer Prost is hereby granted a Conditional Use Permit to operate a catering facility at 7169 Manchester Road.

Section II. The Conditional Use Permit is granted subject to all rules and regulations and to conditions set forth for the property described in Section I. as follows:

- (A) Permitted and Conditional Uses: The uses permitted in this Conditional Use Permit shall be as follows:
 - 1) All permitted land uses in the CB Community Business District.
 - 2) A catering facility.
- (B) Architectural Standards/Sign Requirements: Any exterior changes to the building and/or signage must be approved by the Design and Review Board prior to the issuance of a building permit. All non-conforming signage must be removed prior to the issuance of an occupancy permit/business license.
- (C) Exterior Storage of Materials: No outside storage of materials will be permitted.

Section III. Any expansion or alteration of use, structure or site must be approved by the Plan and Zoning Commission prior to the issuance of a building permit.

Section IV. The permittee shall, within 30 days, give written acceptance to the terms of this ordinance to the City Council.

Section V. This ordinance shall be in full force and effect fifteen (15) days after its passage and approval.