



**Normandy City Council Meeting
TENTATIVE AGENDA
7700 Natural Bridge Rd., St. Louis, MO 63121
and on Zoom Teleconference
Tuesday, January 9, 2024, at 6:30 p.m.**

A. PUBLIC HEARING

1. *Discussion of Council Bill #23-31 – An ordinance of the City of Normandy, Missouri, amending Chapter 405: Zoning, by the enactment of a new Article XIX creating a mixed-use district.*
2. *Discussion of Council Bill #23-32 – An ordinance of the City of Normandy, Missouri, amending Chapter 405: Zoning, by the enactment of a new Article XX creating a uniform site plan review procedure.*
3. *Discussion of Council Bill #23-33 – An ordinance of the City of Normandy, Missouri, amending Chapter 405: Zoning Regulations, Article XIII: Non-conforming Uses, Section 405.790: Authority of the City Council to grant special permits for certain otherwise prohibited purposes, by making certain deletions and additions necessary following the adoption of a new mixed-use district ordinance and a new site plan review procedure.*

B. REGULAR MEETING

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Approval of the Agenda**
4. **Approval of Minutes**
 - a. *Approval of minutes of the December 12, 2023, Regular City Council Meeting*

C. PRESENTATION OF PETITIONERS, REMONSTRATIONS, COMPLAINTS, AND REQUESTS

1. **Citizen Comments**

D. REPORT OF OFFICERS

1. Mayor
2. Councilmembers
3. City Administrator
4. Chief of Police
5. Public Works Director
6. City Treasurer

E. OLD BUSINESS

1. **Council Bill #23-30 (Second Reading)** – *An ordinance of the City of Normandy amending Chapter 110 of the Normandy City Code regarding Parliamentary Rules at City Council Meetings.*
2. **Council Bill #23-31 (Second Reading)** – *An ordinance of the City of Normandy, Missouri, amending Chapter 405: Zoning, by the enactment of a new Article XIX creating a mixed-use district.*
3. **Council Bill #23-32 (Second Reading)** – *An ordinance of the City of Normandy, Missouri, amending Chapter 405: Zoning, by the enactment of a new Article XX creating a uniform site plan review procedure.*
4. **Council Bill #23-33 (Second Reading)** – *An ordinance of the City of Normandy, Missouri, amending Chapter 405: Zoning Regulations, Article XIII: Non-conforming Uses, Section 405.790: Authority of the City Council to grant special permits for certain otherwise prohibited purposes, by making certain deletions and additions necessary following the adoption of a new mixed-use district ordinance and a new site plan review procedure.*

F. NEW BUSINESS

1. **Council Bill #24-01 (First Reading)** – *An ordinance of the City of Normandy, Missouri, amending Sections 100.010 and 100.240 to reflect the consolidation of the City of Normandy and the Village of Glen Echo Park.*
2. **Council Bill #24-02 (First Reading)** – *An ordinance adopting and enacting a new Code of Ordinances of the City of Normandy; establishing the same; providing for the repeal of certain ordinances not included therein, except as herein expressly provided; providing for the manner of amending such Code of Ordinances; providing penalty for the violation thereof; and providing when this ordinance shall become effective.*
3. **Council Bill #24-03 (First Reading)** – *An ordinance of the City of Normandy, Missouri,*

amending Section 105.070 to reflect the boundaries of the fourth ward of the City of Normandy following the consolidation of the City of Normandy and the Village of Glen Echo Park.

- 4. Council Bill #24-04 (First Reading)** – *An ordinance of the City of Normandy, Missouri, amending Section 390.030 and Schedules I and IV of the traffic code of the City of Normandy, Missouri to establish gross weight regulations, speed limits and parking restrictions on Henderson Road and St. Andrews Place.*
- 5. Council Bill #24-05 (First Reading)** – *An ordinance updating and codifying a sewer lateral repair program for residents of the City of Normandy, Missouri.*
- 6. Resolution #24-01** – *A resolution of the City of Normandy, Missouri authorizing the City Administrator to enter into an agreement with Weis Design Group to perform a street assessment.*
- 7. Resolution #24-02** – *A resolution of the City of Normandy, Missouri, allocating certain funds received through consolidation with the Village of Glen Echo Park for repairs and services to the area of the former Village.*
- 8. Approval of the 2024 Park Advisory Board Recreational Event Budget**

G. CITIZEN COMMENTS

H. CLOSED SESSION (RSMO 610:021-3)

1. Personnel

I. ADJOURNMENT

Join Zoom Meeting

<https://us06web.zoom.us/j/82091769431?pwd=NE9wMHJYVjRITiRlzhveWlQOUdNUT09>

Meeting ID: 820 9176 9431

Passcode: 1945

One tap mobile

+13126266799,,82091769431#,,,,*1945# US (Chicago)

+13092053325,,82091769431#,,,,*1945# US



**CITY OF NORMANDY
MINUTES OF THE CITY COUNCIL MEETING
Normandy City Hall
and Teleconference Via Zoom Video
Tuesday, December 12, 2023, at 6:30 p.m.**

The Normandy City Council meeting was held in person and via Zoom Video at 7700 Natural Bridge Road, Normandy, MO 63121, on Tuesday, December 12, 2023, at 6:31 p.m.

A. REGULAR MEETING

1. ROLL CALL

Council members present: Karen Cleveland, Steven Sachsenheimer, Kevin Jackson, Tony Evans, Rick Nelson, David Hoang, and Debbie Rosso.

Council member(s) absent: Yolanda Campbell.

Also present: Mayor Mark Beckmann; Samuel D. Johnson, City Administrator; Khianna C. DeGarmo, City Clerk; Andrew R. Bramman, City Attorney; Dennis Yarbrough, Public Works Director; and Colonel Tameika Sanders, Chief of Police.

2. APPROVAL OF THE AGENDA

On the motion made by Councilman Sachsenheimer, seconded by Councilwoman Cleveland, the City Council voted to amend and approve the December 12, 2023, City Council meeting agenda by inserting item #7 to New Business, Resolution #23-43 concerning the proposal from Axon Enterprise for the lease of body-worn and dashboard cameras. All in favor; none opposed.

3. APPROVAL OF MINUTES

1. *Approval of the Minutes of the Regular City Council Meeting of November 14, 2023*

On the motion made by Councilwoman Cleveland, seconded by Councilman Evans, the City Council voted to approve the minutes of the November 14, 2023, City Council meeting. All in favor; none opposed.

2. *Approval of the Minutes of the City Council Workshop Meeting of November 30, 2023*

On the motion made by Councilman Evans, seconded by Councilman Hoang, the City Council voted to approve the December 30, 2023, City Council Workshop meeting minutes. All in favor; none opposed.

B. PRESENTATIONS OF PETITIONERS, REMONSTRATIONS, COMPLAINTS, AND REQUESTS

1. Citizen Comments

a. Loretta Williams, 5567 Winchelsea Drive, followed up on the complaint that she filed against a Normandy police officer that was denied. Mayor Beckmann invited her to meet with him on Thursday, December 14, 2023.

2. Presentation – Public Relations Committee of the Eastern Division of the Missouri City Clerks and Finance Officers Association.

Deletra Hudson, President of the Eastern Division of the Missouri City Clerks and Finance Officers Association, recognized Khianna C. DeGarmo, City Clerk, for receiving her designations as a Missouri Register City Clerk from the association and a Certified Municipal Clerk from the International Institute of Municipal Clerks.

C. REPORT OF OFFICERS

1. MAYOR

Mayor Beckmann congratulated Khianna for her achievement.

2. COUNCILMEMBERS

Councilman Sachsenheimer expressed his concern that drivers are now driving onto properties to avoid speed humps and hoped that the police would address the issue.

Councilwoman Cleveland thanked the Normandy Police Department for the increased visibility.

Councilman Evans stated that he would connect with Dennis Yarbrough, Public Works Director, about an issue that needed to be addressed.

Councilman Hoang reported that he attended a multi-ethnic commerce event and represented the City of Normandy.

Councilman Nelson inquired about the leaf pickup schedule.

Councilwoman Rosso reported that Beyond Housing will be beginning to accept donations for the holiday friends' program, which assists with gift-giving support during the holidays. She reported that Beyond Housing hosted a Community Forum with Normandy Schools Collaborative on December 6, 2023 and that the recording was available online for those who could not attend. She reported that there was a tree in need of pruning at 7226 Normandy Place.

3. CITY ADMINISTRATOR

Samuel D. Johnson, City Administrator, thanked the Planning and Zoning Commission for their work in bringing some items to the City Council meeting agenda. He stated that a public hearing of those agenda items will be held at the January 9, 2024, City Council meeting. He

reported that there will be a bid for review in response to the Request for Proposal that was issued for street assessment also at the January 2024 meeting.

4. CHIEF OF POLICE

Col. Tameika Sanders, Chief of Police, gave a brief verbal report and stated that for November 2023, there was a total of 1,189 calls. She stated that there had been some discussion regarding addressing derelict vehicles and informed the City Council of the 7-day process from when a warning is issued in the system to the date that the vehicle is towed.

Chief Sanders reported that the Normandy Police Department is partnering with Castle Park Apartments property management regarding addressing nuisances. She was pleased to hear that the new property owners are amenable to working with the police, so far as to allow access to their camera system to monitor crime on the property.

Councilman Nelson commended the police department for their presence at the pro-Palestine protest that took place on UMSL property. Chief Sanders stated that they were able to respond to the protest with the assistance of the protest organizer and UMSL, who were pleased with the professionalism of the Normandy Police Department.

Councilwoman Rosso inquired about the juvenile business corridor disturbances and the status of the School Resource Officer. Chief Sanders stated that the SRO presence may be returning to Normandy Schools Collaborative soon.

5. PUBLIC WORKS DIRECTOR

Dennis Yarbrough, Public Works Director, submitted a written report to the City Council in advance of the meeting. Councilman Evans asked if leaf vacuuming would continue. Dennis informed the City Council that due to some staff turnover, some Public Works operations had slowed down which also included leaf vacuuming.

6. CITY TREASURER

Charles Ellis, City Treasurer, gave a brief recap of the October 2023 financial narrative that was submitted to the City Council in writing. Sam stated that tax revenues from the state and county have yet to be received which is reflected in the October 2023 financial narrative.

On the motion made by Councilman Sachsenheimer, seconded by Councilwoman Cleveland, the City Council approved the financial statement for October 2023. All in favor; none opposed.

D. OLD BUSINESS

- 1. Council Bill #23-27 – *An ordinance of the City of Normandy, Missouri amending Chapter 220: Nuisances, Article II: Weeds and Chapter 510: Streets, Sidewalks, Public Places, Article I: In General, regarding obligations of property owners to maintain abutting or adjacent rights-of-way.***

On the motion made by Councilman Hoang, seconded by Councilwoman Cleveland, Mayor Beckmann gave the second reading of Council Bill #23-27. All in favor; none opposed.

Bill #23-27 became Ordinance #797 by the following roll call vote of councilmembers voting in favor: Karen Cleveland, Steven Sachsenheimer, Tony Evans, Kevin Jackson, Rick Nelson, David Hoang, and Debbie Rosso; Yolanda Campbell absent; none opposed.

2. Council Bill #23-28 – *An ordinance of the City of Normandy, Missouri, amending Chapter 645: Video Service Providers, Article II: Video Service Regulations, regarding gross revenues and video service provider fees.*

On the motion made by Councilman Sachsenheimer, seconded by Councilman Hoang, Mayor Beckmann gave the second reading of Council Bill #23-28. All in favor; none opposed.

Bill #23-28 became Ordinance #798 by the following roll call vote of councilmembers voting in favor: Karen Cleveland, Steven Sachsenheimer, Tony Evans, Kevin Jackson, Rick Nelson, David Hoang, and Debbie Rosso; Yolanda Campbell absent; none opposed.

3. Council Bill #23-29 – *An ordinance of the City of Normandy amending the adopted Fiscal Year 2024 budget of the City of Normandy.*

On the motion made by Councilman Hoang, seconded by Councilwoman Cleveland, Mayor Beckmann gave the second reading of Council Bill #23-29. All in favor; none opposed.

Bill #23-29 became Ordinance #799 by the following roll call vote of councilmembers voting in favor: Karen Cleveland, Steven Sachsenheimer, Tony Evans, Rick Nelson, David Hoang, and Debbie Rosso; Yolanda Campbell absent; Kevin Jackson opposed.

E. NEW BUSINESS

1. Council Bill #23-30 – *An ordinance of the City of Normandy, Missouri amending Chapter 110 of the Normandy City Code regarding Parliamentary Rules at City Council Meetings.*

On the motion made by Councilwoman Rosso, seconded by Councilman Jackson, Mayor Beckmann gave the first reading of Council Bill #23-30. All in favor; none opposed.

2. Council Bill #23-31 – *An ordinance of the City of Normandy, Missouri, amending Chapter 405: Zoning, by the enactment of a new Article XIX creating a mixed-use district.*

On the motion made by Councilman Hoang, seconded by Councilman Sachsenheimer, Mayor Beckmann gave the first reading of Council Bill #23-31. All in favor; none opposed.

3. Council Bill #23-32 – *An ordinance of the City of Normandy, Missouri, amending Chapter 105: Zoning, by the enactment of a new Article XX creating a uniform site plan review procedure.*

On the motion made by Councilman Hoang, seconded by Councilman Jackson, Mayor Beckmann gave the first reading of Council Bill #23-32. All in favor; none opposed.

4. **Council Bill #23-33** – *An ordinance of the City of Normandy, Missouri, amending Chapter 405: Zoning Regulations, Article XIII: Non-conforming Uses, Section 405.790: Authority of the City Council to grant special permits for certain otherwise prohibited purposes, by making certain deletions and additions necessary following the adoption of a new mixed-use district ordinance and a new site plan review procedure.*

On the motion made by Councilman Jackson, seconded by Councilman Hoang, Mayor Beckmann gave the first reading of Council Bill #23-33. All in favor; none opposed.

5. **Resolution #23-41** – *A resolution of the City of Normandy, Missouri authorizing the City Administrator to accept bids for tree cleaning and removals of public trees.*

On the motion made by Councilman Evans, seconded by Councilwoman Cleveland, the City Council approved resolution #23-41, accepting bids for tree cleaning and removal of public trees. All in favor; none opposed.

6. **Resolution #23-42** – *A resolution of the City of Normandy, Missouri authorizing the City Administrator to enter into a contract with Weis Design Group for the provision of professional services related to the Hoelzel Park municipal park grant commission project.*

On the motion made by Councilman Nelson, seconded by Councilwoman Cleveland, the City Council approved resolution #23-42, authorizing the City Administrator to enter into a contract with Weis Design Group for the Hoelzel Park improvement project. All in favor; none opposed.

7. **Resolution #23-43** – *A resolution of the City of Normandy, Missouri, authorizing the City Administrator to accept a proposal from Axon Enterprise, Inc. for the lease of body-worn cameras and dashboard cameras.*

On the motion made by Councilman Evans, seconded by Councilman Nelson, the City Council approved resolution #23-43 authorizing the City Administrator to accept a proposal from Axon Enterprises for the lease of body-worn and dashboard cameras. All in favor; none opposed.

F. CITIZEN COMMENTS

G. CLOSED SESSION (RSMO 610:021-2)

On December 12, 2023, on the motion made by Councilwoman Cleveland, seconded by Councilman Evans, the City Council approved a closed session for Real Estate (RSMO 610:021-2) by the following roll call vote of councilmembers voting in favor: Karen Cleveland, Steven Sachsenheimer, Kevin Jackson, Tony Evans, David Hoang, Rick Nelson, and Debbie Ross; Yolanda Campbell absent; none opposed.

Also present were Mayor Beckmann; Samuel D. Johnson, City Administrator; Khianna C. DeGarmo, City Clerk; and Andrew R. Bramman, City Attorney.

REAL ESTATE – There was a discussion of real estate matters.

H. ADJOURNMENT

On the motion made by Councilman Hoang, seconded by Councilwoman Cleveland, the City Council adjourned the meeting at 8:21 p.m. All in favor; none opposed.

Approved: _____

Mark Beckmann, Mayor

Attest: _____

Khianna C. DeGarmo, City Clerk

SEAL:

DRAFT



CITY OF NORMANDY ADMINISTRATION MEMO

TO: NORMANDY CITY COUNCIL; MARK BECKMANN, MAYOR

FROM: SAMUEL D. JOHNSON, CITY ADMINISTRATOR

SUBJECT: DECEMBER 2023 REPORT TO CITY COUNCIL

DATE: JANUARY 5, 2024

CC: KHIANNA C. DEGARMO, CITY CLERK

Dear City Council,

In February of 2023, I presented to the Council a list of goals and objectives for the year. The following is following up on each of the items on the list in order to provide an update on what was achieved, what is in progress, and where we missed the mark. This update is meant to prepare the Council for the January workshop, where we will discuss developing a strategic plan for the City. With that in mind, I ask that the Council read the following and come to the January Workshop with goals in mind for the City over the next 3-5 years.

Improvement of Safety Program

The night of the Council meeting, January 9th, marks one year since the tragic passing of Harold Parker due to a workplace accident. Harold was a fantastic person, employee, and resident of Normandy and his loss impacted many. In the past year, we have been working on improving our safety program in order to prevent accidents in the future and do our best to ensure that no family or friends of a Normandy employee have to deal with an injured loved one again, fatal or otherwise.

In the past year, the Council has adopted a new safety policy and the police and public works departments have issued new safety policies and procedures. The new program puts emphasis on participation, accountability, and training. In December, a risk safety consultant from our new Worker's Compensation carrier had an onsite visit. The report issued found that there were no significant issues with our new safety program and only had two minor recommendations, one of which has already been implemented and the other we are currently working on implementing. Since January 10th, 2023, the City has had no "lost-time" accidents (an employee missing 3 or more days from work) and only had 3 reportable accidents, only 2 of which required minor professional medical attention.

There is still significant work to be done, primarily the implementation and further improvement of department safety policies. Safety will continue to be a primary focus of the administration moving forward.

Financial Reporting

Another goal of 2023 was the completion of a 2022 Fiscal Year audit, which was completed in October. The City will have the same auditing firm onsite later this month to begin the 2023 Fiscal Year audit, which should be completed in the spring of this year.

Pay Plan

The City Council passed a pay plan in September of 2023. Department Heads continued the effort to attract and retain quality employees by working to implement the performance management and merit system portion of the plan.

Sale of Real Estate Assets

In February of last year, the City-owned several vacant properties. In 2023 the City was able to sell 3 vacant houses and 5 vacant lots. Work is currently being done to quiet title on 3 additional residential homes and one commercial lot at 7619 Natural Bridge. In addition, the City was able to demolish 2 dangerous buildings, one of which was owned by the City.

Capital Improvement Plan

The City missed the mark on this one and the administration was not able to accomplish this for the FY2024 budget. We will shoot for FY 2025, with the street assessment being a huge first step.

Zoning Code Updates

The Planning and Zoning Commission met regularly and diligently worked on several updates to the Zoning Code throughout the year. Three of the ordinances are set for a public hearing and final vote at Tuesday's meeting. The changes are significant and should be considered an accomplishment of the P&Z commission that is worthy of praise.

Revision of the Personnel Policy Manual

The City made three major changes to the Personnel Policy Manual in 2023, including implementing changes regarding marijuana laws, the performance management/compensation of employees, and employee safety. Additional changes are expected to be made as needed in 2024.

Glen Echo Merger

The City is one month away from the Consolidation with the Village of Glen Echo Park. There are several ordinances that relate to the consolidation on the agenda for Tuesday's meeting.

Respectfully,
Samuel D. Johnson
City Administrator

Normandy Police Department

Tameika Sanders
Chief



314-385-3300
Ext. 3167

Office of the Chief of Police

7700 Natural Bridge Road
Normandy, MO 63121

To: Mayor Beckmann and Members of the Board

CC: City Administrator – Samuel Johnson

Date: Tuesday, January 9, 2023

Subject: Normandy Police Department Monthly Report

Mayor Beckmann and Members of the Board,

Happy New Year! Please accept the following as the monthly police department report between December 1, 2023 –January 1, 2024

Statistical Data:

- Calls for service – 1,227
- Business Checks – 53
- Accident Reports – 32
- Police Reports – 143
- Summonses - 586

Respectfully,

Col. Tameika Sanders
Chief of Police

MUNICIPAL DIVISION SUMMARY REPORTING FORM

Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.

<u>I. COURT INFORMATION</u>		Municipality: Normandy Municipal	Reporting Period: Dec 2, 2023 - Dec 31, 2023	
Mailing Address: 7700 NATURAL BRIDGE ROAD, SAINT LOUIS, MO 63121				
Physical Address: 7700 NATURAL BRIDGE ROAD, SAINT LOUIS, MO 63121		County: St. Louis County	Circuit: 21	
Telephone Number:		Fax Number:		
Prepared by: YOLANDA ROBINSON		E-mail Address:		
Municipal Judge:				
<u>II. MONTHLY CASELOAD INFORMATION</u>				
		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations/informations) pending at start of month		445	13,772	816
B. Cases (citations/informations) filed		0	284	1
C. Cases (citations/informations) disposed				
1. jury trial (Springfield, Jefferson County, and St. Louis County only)		0	0	0
2. court/bench trial - GUILTY		0	0	0
3. court/bench trial - NOT GUILTY		0	0	0
4. plea of GUILTY in court		0	97	3
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0	5	0
6. dismissed by court		0	1	0
7. <i>nolle prosequi</i>		0	12	0
8. certified for jury trial (not heard in Municipal Division)		0	0	0
9. TOTAL CASE DISPOSITIONS		0	115	3
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		445	13,941	814
E. Trial de Novo and/or appeal applications filed		0	0	0
<u>III. WARRANT INFORMATION</u> (pre- & post-disposition)		<u>IV. PARKING TICKETS</u>		
1. # Issued during reporting period	0	1. # Issued during period	0	
2. # Served/withdrawn during reporting period	0	<input type="checkbox"/> Court staff does not process parking tickets		
3. # Outstanding at end of reporting period	11			

MUNICIPAL DIVISION SUMMARY REPORTING FORM

<u>COURT INFORMATION</u>	Municipality: Normandy Municipal	Reporting Period: Dec 2, 2023 - Dec 31, 2023
---------------------------------	----------------------------------	--

<u>V. DISBURSEMENTS</u>			
Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)		Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Fines - Excess Revenue	\$6,537.50	Court Automation	\$609.64
Clerk Fee - Excess Revenue	\$694.00	Overpayments Detail Code	\$34.50
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$23.34	Total Other Disbursements	\$644.14
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$13,249.50
Total Excess Revenue	\$7,254.84	Bond Refunds	\$0.00
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)		Total Disbursements	\$13,249.50
Fines - Other	\$3,754.50		
Clerk Fee - Other	\$264.00		
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$87.09		
Peace Officer Standards and Training (POST) Commission surcharge	\$87.09		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$620.96		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$8.88		
Law Enforcement Training (LET) Fund surcharge	\$176.00		
Domestic Violence Shelter surcharge	\$176.00		
Inmate Prisoner Detainee Security Fund surcharge	\$176.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
Total Other Revenue	\$5,350.52		



CITY OF NORMANDY

CODE ENFORCEMENT REPORT FOR 12-1-2023 THROUGH 12-31-2023

Code Enforcement New Cases Opened	32
<i>Pro-Actives</i>	30
<i>Complaint Based</i>	2
Cases Closed	27
Total Inspections Completed	19
<i>Residential Occupancy</i>	17
<i>USDA</i>	2

Violation Name	Count of Violation Name
Accumulation of trash, debris, tires, inoperable equipment or junk prohibited	5
Dangerous Building	1
Failure to display house numbers	1
It shall be unlawful for any person to occupy any property, or for any owner or agent to permit the occupancy thereof, for any purpose until all required certificates of compliance and or occupancy permits have been issued.	1
Maintain building and grounds.	4
No person shall deposit/park any PODS, dumpsters or similar device on any property without permit from the City of Normandy.	3
Overgrowth - Nuisance	1
Remove trash/recycling bin from roadway/ curb. Must be up to date with billing invoice.	12
Repair/replace front/side/rear window, door or frame	3
Sign Regulation	1
Grand Total	32

December 2023

Public Works Monthly Report

During December 2023 Public Works Employees completed ninety-seven (97) work orders for service in our city; work orders are covered in the categories listed below.

Type of Work Orders	#	Type of Work Orders	#
Other		Issues for other Departments	
Asphalt Repair		Maintenance Issues	
Chipping and/or Pickup of Limbs	3	Manhole Repair/Maintenance	
Citizens' Complaints/Concerns	3	Mowing	
Cleaning of City Hall	7	Administrative Mowing	
Cleaning of Drains	20	Pothole Repair	2
Closing of a Road		Public Works Training & Development	
Culvert Maintenance		Roadway Snow Removal	
Daily Operations	9	Sewer Leak	
Damage from Storms		Sewer Repair	
Dead Animals	6	Sidewalk Maintenance	
Dead Tree		Sign Install	
Debris/Trash Pickup	8	Sign Maintenance	
Emptying of Trash Cans (Natural Bridge)	5*	Sign Replacement	
Equipment Maintenance		Stormwater Maintenance	
Fountain Maintenance		Street Light Repair	
Hoelzel Park Specific	15	Training	1
Holiday Decorations		Trash Pickup (pick & stick)	5
Hydrant Repair/Maintenance		Tree Clean up	1
Ice Conditions (Salting)		Tree Removal	
Leaf Vacuuming	11	Tree Trimming	
Leak Detections		Weeds	1
		TOTAL WORK ORDERS	97

*Included in Debris/Trash Pickup

Public Works Notes for December 2023

- Completed reviewing our 3rd round of applications for Labor Supervisor. Interviews began the week of the 18th and concluded on December 29th. Sam made an offer to an experienced Public Works Supervisor, Mr. Willie Young, who accepted and will begin on January 16, 2024.
 - We continued to use the temp service in December. The plan is to stop temp hires once Will is on board and hire a second laborer as budgeted.
- Leaf vacuuming continued in December, finishing Dec.27. All the streets received at least one pass. Many streets had multiple passes as residents requested the service.
 - Public Works spent 18 days vacuuming leaves on the streets of Normandy, 7 days in November, and 11 days in December, a total of 205 man-hours costing about \$4,700 in labor plus the cost of gasoline for trucks and vacuum.

December 2023

Public Works Monthly Report

- Painting of the new speed humps was finished last month. Painting of old speed humps was added to the overall project. Old humps will be painted as the weather allows. The damaged humps on Brand Str. Were repaired by American Water as they finished their repaving project after the water project on the street in early 2023.
 - Barriers were placed on Ellington to discourage driving off the roadway onto the grass. It seems to have solved the issue.
- As previously reported- the City of Normandy participated in an Energy Efficiency Grant Program sponsored by Ameren Missouri. All the interior lights have been successfully replaced with efficient LED bulbs and fixtures in City Hall/PD, Public Works, and Hoelzel Park concession and restrooms. **Project Complete.**
- Last month it was reported the city's Bucket Truck/Vera Lift went in for its annual safety inspection and readily identifiable repairs. Once "Pandora's box" was opened there was a multitude of other problems with the truck. The estimate to repair and make the Versal Lift safe for use was more than \$24,000. The decision was made not to repair and not use the bucket truck at this time.
 - We entered into an agreement with Extreme Electric to have the Natural Bridge Street light bulbs replaced; January 16th is the scheduled date.
- Keeping trash picked up on Natural Bridge and Bermuda continues to be a challenge. We pick up trash at least three days a week for an hour or more each time.
- In April 2023 Normandy's water trailer was taken to Pat Kelly's for repairs. The repairs were too expensive, and the trailer remained at Pat Kelly's. On December 18th the water trailer was picked up and parked at the Public Works to await selling or repairs at another date.
- All of the red wooden picnic tables from Hoelzel Park have been repaired, scraped, and painted. They were returned to the park at the end of the month.
- We are currently working with the manufacturer of our playground to locate a compatible climbing wall and slide. We are also looking for parts for the swing set. All were damaged during the summer and need replacing/repairing for safety. **NO NEWS TO REPORT ON OUR PLAYGROUND**

Respectfully submitted,

Dennis M. Yarbrough

Dennis M. Yarbrough
Director of Public Works

MEMO

DATE: 1/3/2024
 FROM: Angela Dorn, CPA
 TO: Charles Ellis, CPA
 RE: Monthly Financial Report

Summary of financial information for the General Fund Budget for the fiscal year 2023-2024 for the City of Normandy, MO as of November 30, 2023:

A - Summary of Income Statement

	Before November	<u>November, 2023</u>	<u>Year-to-Date</u>
Total Income	\$ 307,771.95	\$ 340,551.34	\$ 648,323.29
Total Expenditures	<u>(663,961.77)</u>	<u>(421,872.74)</u>	<u>1,085,834.51</u>
Net Income (Loss)	<u>\$ (356,189.82)</u>	<u>\$ (81,321.40)</u>	<u>\$ (437,511.22)</u>

B - Summary of General Fund Balance

General Fund Unrestricted Cash Balance as of November 30, 2023	\$ 1,063,003.36
General Fund Board Designated as of November 30, 2023	(745,843.61)
Amounts Due to General Fund from Other Funds	112,179.93
Amounts Due from General Fund to Other Funds	<u>(25,576.54)</u>
Total	<u>403,763.14</u>

C- Income, General Fund

<u>Department</u>	<u>Year to Date Actual as of Nov 30, 2023</u>	<u>Annual Budget for the FYE 9/30/2024</u>	<u>% of Budget Remaining</u>
Revenues	632,036.40	3,791,507.00	
Other Financing Sources	<u>16,286.89</u>	<u>545,665.00</u>	
Total General Fund Income	<u>648,323.29</u>	<u>4,337,172.00</u>	85.1%

D - Expenditure by Department, General Fund

<u>Department</u>	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>% of Budget Remaining</u>
Administration	113,457.48	591,144.00	80.8%
Police	774,583.89	3,203,643.00	75.8%
Court	35,235.36	194,009.00	81.8%
Prosecuting Attorney	7,879.37	41,578.00	81.0%
Street	152,950.13	512,964.00	70.2%
Park	<u>1,728.28</u>	<u>72,183.00</u>	97.6%
Total Expenditures	<u>1,085,834.51</u>	<u>4,615,521.00</u>	76.5%

**CITY OF NORMANDY, MISSOURI
AN ORDINANCE**

1st READING 12/12/2023
2nd READING _____

BILL NO. 23-30
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF NORMANDY, MISSOURI AMENDING SECTION 110.060 OF THE NORMANDY CITY CODE REGARDING PARLIAMENTARY RULES AT COUNCIL MEETINGS.

WHEREAS, clear parliamentary rules are necessary to ensure orderly and efficient Council meetings essential to good governance; and

WHEREAS, the City Council of the City of Normandy, Missouri wishes to make certain changes to its parliamentary rules in order to effectuate orderly and efficient Council meetings; and

WHEREAS, the City Council finds such changes to be in the best interest of the City and its residents.

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

Section 1

Section 110.060 of Chapter 110 of the Normandy City Code is hereby amended to read as follows:

CHAPTER 110 CITY COUNCIL

Section 110.060 Procedures at Meetings — Quorum — Parliamentary Rules.

A. *Call to Order, Roll Call* – At the hour appointed, the Mayor, or in his/her absence the President Pro Tempore of the Council, shall call the meeting to order. Upon the meeting be called to order the City Clerk shall call the role of members and announce whether a quorum is present. Five (5) of the eight (8) members of the City Council shall constitute a quorum. If a quorum is not present, a smaller number may lawfully adjourn the meeting from day to day, until a quorum is present.

1. In the absence of the Mayor or the President Pro Tempore of the Council, the City Clerk shall call the Council to order, whereupon a temporary chairperson shall be elected by majority vote of the members of the Council present. Upon the arrival of the Mayor or the President Tempore of the Council, the temporary chairperson shall immediately relinquish the chair upon the conclusion of the business immediately before the Council.

B. *Order of Business* – The City Council, by majority vote of the members present, may change the order of business or revise the agenda. The agenda shall be established by the Mayor. Unless amended upon the motion of a Councilmember the order of business at all regular City Council Meetings shall be as follows:

1. Roll Call and Pledge of Allegiance
2. Approval of the Agenda
3. Approval of Minutes and Consent Agenda
4. Presentation of Petitioners, Remonstrations, Complaints, and Request
5. Report of Officers
6. Old Business
7. New Business
8. Citizen Comments
9. Closed Session
10. Adjournment

C. *Consent Agenda* – At the time of establishing the agenda, the Mayor may include one (1) or more of the following items of business on the consent agenda:

1. Minutes.
2. Resolutions and proclamations.
3. Written reports of officers and committees.
4. At the request of the Mayor or any one (1) or more members of the City Council, an item of business shall be removed from the consent agenda and considered on the regular agenda. The City Council, by a majority vote of the members present, may approve and adopt the consent agenda by a single motion. Upon approval of the consent agenda, each item thereon shall be deemed passed, approved, and adopted, as if considered individually.

D. *Style of Minutes, procedure to approve* – Minutes for all Council meetings shall be prepared by the City Clerk in a summary format recording, including, but not limited to, the date, time, location, members present and absent, the record of all votes taken, and citation to RSMo. 610.021 provisions to close a meeting. Details of Council discussions shall not be included in the minutes except at the discretion of the City Clerk to provide context for a vote of the Council, or where the Council, by majority vote of those present, directs the City Clerk to include such discussion in the minutes. Unless a reading of the minutes of a City Council meeting is requested by a member of the Council, such minutes may be approved without reading if the City Clerk has previously furnished each member with a synopsis thereof.

E. Robert's Rules of Order shall govern the proceedings of the City Council, except when otherwise provided by ordinance or resolution, and any questions arising thereunder shall be decided by the Presiding Officer subject to the appeal to the City Council by any

member. Any parliamentary rule may be suspended by unanimous consent of the members of the City Council present at any meeting.

F. In addition to the rules of debate contained in Robert's Rules of Order, the following rules of debate shall apply:

1. *Obtaining the floor.* Every member desiring to speak at a meeting of the City Council shall address the chair and, upon recognition by the presiding officer, shall confine himself to the question under debate, avoiding all personalities and indecorous language.
2. *Interruptions.* A member of the City Council, once recognized, shall not be interrupted when speaking, unless it is to call the member to order or as otherwise provided in this section. If a member while speaking is called to order, the member shall cease speaking until the question of order is determined and, if in order, the member shall be permitted to proceed.

G. *Addressing the Council* – During a regular meeting of the City Council, a person may address the Council in one of three ways: (1) during the open forum, (2) in a public hearing, or (3) as an applicant or designated presenter for a particular business matter before the Council, in the following manner:

1. *Open forum.* Any person may address the Council during the open forum portion of a regular meeting concerning any matter of the city's business or any matter over which the Council has control. Each person desiring to address the Council during open forum must complete and submit to the City Clerk a speaker card containing the speaker's name, residential address, and the subject upon which the speaker desires to speak, in advance of the start of the meeting. Each person is limited to three (3) minutes to address the Council during open forum.
2. *Public hearings.* Any person may address the Council during a scheduled public hearing, provided such statements are limited to the subject of the public hearing. Each person desiring to address the Council during a public hearing shall state his or her name and residential address. Other than the applicant, each person speaking at a public hearing must limit his or her comments to no more than five (5) minutes. Where it is determined that a public hearing may be lengthy, the Council may amend the agenda to move the public hearing and any related business matters to the end of the agenda.
3. *Business matters before the Council.* Only an applicant or designated presenter for a particular resolution, ordinance or other business matter may address the Council while the Council is considering such business matter. After a motion is made by a member of the Council, no person shall address the Council without first securing the permission of the Council so to do.
4. *Limitations.*
 - a. An individual may only speak on a specific topic once during a meeting. Thus, if an individual addresses the Council on a specific topic during the

open forum portion of the meeting, he or she may not address the Council a second time on such topic during any other portion of the meeting, including a scheduled public hearing. However, an applicant may present information during a public hearing and respond to questions from the Council during the Council's consideration of the subject resolution, ordinance, or other business matter.

- b. All remarks shall be addressed to the Council as a body and not to any member thereof. No person, other than the Council and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the Council, without the permission of the officer presiding. No question shall be asked of a Council Member except through the officer presiding.
- H. *Decorum* – While the City Council is in session, the members must preserve order and decorum, and a member shall neither, by conversation or otherwise, delay or interrupt the proceeding or the peace of the Council nor disturb any member while speaking or refuse to obey the orders of the Council or its officer presiding, except as otherwise provided in this section. Any person or citizen making threatening remarks, disrupting a meeting, engaging in speech not protected by the First Amendment, or engaging in criminal conduct while addressing the City Council shall be subject to removal from the meeting as directed by the mayor or other presiding officer and may be barred from further addressing the Council if a majority of the Council so votes, with the opportunity to be unbarred after ninety (90) days if a majority of the Council so votes.
- I. *Report of Council Members – Time Limitations* – No report given by any Council Member during the Report of Officers agenda item shall exceed two (2) minutes in duration.
- J. The Chief of Police, or his/her designee, shall be Sergeant-At-Arms of the City Council and shall attend each regular and adjourned meeting thereof and, when so directed in the call for any special meeting and given timely notice thereof by the City Administrator, he/she shall attend such special meetings. The Sergeant-At-Arms shall maintain order at meetings of the Council and execute orders of the Council given him/her by the Presiding Officer.
- K. *Style Of Ordinances – Procedure To Enact* – The style of the ordinances of the City shall be: "Be it ordained by the Council of the City of Normandy, as follows:" No ordinance shall be passed except by bill, and no bill shall become an ordinance unless on its final passage a majority of the members elected to the Council shall vote therefor, and the "ayes" and "nays" shall be entered on the journal. Every proposed ordinance shall be introduced to the Council in writing and shall be read by title or in full two (2) times prior to passage. If the proposed ordinance is read by title only, copies of the proposed ordinance shall be made available for public inspection prior to the time the bill is under consideration by the Council. No more than one (1) reading of a bill may occur at a single meeting of the Council, unless a motion for two (2) readings of a bill at a single meeting receives the unanimous consent of the members of the Council voting on such motion. No bill shall become an ordinance until it shall have been signed by the officer presiding at the meeting

of the Council at which it shall have been passed. When so signed, it shall be delivered to the Mayor for his/her approval and signature, or veto.

Section 2 – Effective Date

This Ordinance shall be in full force and effect from and after the date of its passage and approval.

PASSED by the Council of the City of Normandy and **APPROVED** by the Mayor this ____ day of _____, 2024.

Honorable Mark Beckmann, Mayor

(SEAL)

Attest:

Khianna C. DeGarmo, City Clerk

APPROVED AS TO FORM:

Andrew R. Bramman - City Attorney
City of Normandy, Missouri

**CITY OF NORMANDY, MISSOURI
AN ORDINANCE**

1st READING 12/12/2023
2nd READING _____

BILL NO. 23-31
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF NORMANDY, MISSOURI, AMENDING CHAPTER 405: ZONING, BY THE ENACTMENT OF A NEW ARTICLE XIX CREATING A MIXED-USE DISTRICT.

WHEREAS, the General Land Use Plan of the City of Normandy designates certain parcels as appropriate for the blending of multiple uses, including residential and commercial use, such blending commonly referred to as “mixed-use”; and

WHEREAS, the Zoning Regulations of the City of Normandy currently provide for seven districts according to which parcels in the City may be zoned, none of which provide for mixed uses, but rather strictly delineate between commercial and residential uses; and

WHEREAS, the General Land Use Plan clearly contemplates the inclusion of a mixed-use district in the City’s Zoning Regulations; and

WHEREAS, Section 89.060 of the Revised Statutes of Missouri empowers the City Council to amend and modify the City’s Zoning regulations; and

WHEREAS, the City Council previously referred the creation of a mixed-use district to the Planning and Zoning Commission of the City of Normandy, and the Planning and Zoning Commission forwarded a favorable recommendation of said district to the City Council; and

WHEREAS, the City Council of the City of Normandy, Missouri, held a public hearing thereon at Normandy City Hall on January 9th, 2024, beginning at 6:30 p.m.; and

WHEREAS, notice of said public hearing had previously been published at least 15 days prior to the hearing in the St. Louis Countian, a newspaper of general circulation in the City of Normandy, and otherwise posted and published in accordance with Chapter 89, RSMo and applicable City ordinances; and

WHEREAS, all persons who presented themselves and desiring to be heard were given an opportunity to be heard and a copy of the proposed ordinance has been made available for public inspection prior to its consideration by the City Council, and the Bill was read by title in open meeting two times before final passage by the City Council; and

WHEREAS, the City Council being fully informed finds that the creation of a mixed-use district will be in the best interest of the City and its residents and will not adversely affect the character of the neighborhood, traffic conditions, fire hazards, public utility facilities, and other matters pertaining to public health, safety and general welfare of the community;

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

Section 1

Chapter 405: Zoning Regulations of the Code of Ordinances of the City of Normandy is hereby amended by the enactment of a new Article XIX, Sections 405.1000, 405.1010, 405.1020, 405.1030, and 405.1040 to read as follows:

CHAPTER 405 ZONING REGULATIONS

ARTICLE XIX “MU” MIXED-USE DISTRICT

Section 405.1000 Regulations Generally.

- A. The regulations set forth in this Article or set forth elsewhere in this Chapter, when referred to in this Article, are the District Regulations in the "MU" Mixed-Use District.

- B. This district seeks to encourage mixed-use development with commercial services, retail facilities, and residential uses that complement each other and attract customers from outside the district.

Section 405.1010 Use Regulations.

- A. Ground Level.
 - 1. *Permitted Uses.* The first floor (also referred to as the “ground level”) of any building or premises may be used for any use set forth as a Permitted Use in Attachment A to this Article.

 - 2. *Special Uses.* Upon obtaining a special use permit issued pursuant to the provisions of Section 405.790, the ground level of any building or premises may be used for any of the uses set forth as a Special Use in Attachment A to this Article.

 - 3. *Prohibited Uses.* Notwithstanding any part of this Section to the contrary, the ground level of any building or premises shall not be used for any use set forth as a Prohibited Use in Attachment A to this Article.

- B. Upper Level.
 - 1. *Permitted Uses.* The upper level(s) of any building or premises may be used for:
 - a. Any use set forth as a Permitted Use in Attachment A to this Article.
 - b. Multi-Family Residential

2. *Special Uses.* Upon obtaining a special use permit issued pursuant to the provisions of Section 405.790, the upper level of any building or premises may be used for any of the uses set forth as a Special Use in Attachment A to this Article.
3. *Prohibited Uses.* Notwithstanding any part of this Section to the contrary, the upper level of any building or premises shall not be used for any use set forth as a Prohibited Use in Attachment A to this Article, except that Multi-Family Residential shall be a Permitted Use.

C. Miscellaneous Regulations.

1. Commercial uses, other than home occupations, are not permitted in residential units that were approved for residential use as part of a development plan submitted and approved in accordance with the provisions of Section 405.860, *et. seq.* of the Normandy City Code.
2. Ground-level street frontages may not be occupied by residential uses but may be occupied by a lobby or entrance to residential portions of the building. Such a lobby or entrance may not comprise more than twenty-five (25) percent of the ground level by square footage.
3. Uses not designated as Permitted or Special Uses by this Code shall be considered prohibited.

D. Development Plan Review.

1. No development or redevelopment of properties for the following uses in the MU district shall take place until a development plan has been submitted and approved in accordance with the provisions of Section 405.860, *et. seq.* of the Normandy City Code:
 - a. New developments over 7,500 square feet.
 - b. Any use which requires a special use permit under this Section.
 - c. Any proposed use that includes drive-through facilities.

Section 405.1020 **Height Regulations.**

No building shall exceed three (3) stories or forty-five (45) feet in height, except as otherwise provided in Article XII of this Chapter.

Section 405.1030 **Area Regulations.**

- A. *Front yard.*

1. Maximum setback: no structure may be placed more than twenty (20) feet from the front lot line.
- B. *Side yard.*
1. A side yard of not less than fifteen (15) feet is required along any side lot line which abuts a lot zoned as an "A", "B", or "C" District
- C. *Rear yard.*
1. A rear yard of not less than twenty-five (25) feet is required where the rear lot line abuts any lot zoned as an "A", "B", or "C" District. All other lots shall have a rear yard of not less than ten (10) feet.

Section 405.1040 Landscape and Buffer Regulations.

- A. Landscape buffers are required along any lot line that abuts a residential lot.
- B. A site plan indicating the placement and design of landscape buffers shall be submitted and subject to approval in accordance with the provisions of Section 405.860, *et. seq.* of the Normandy City Code.
- C. Landscape buffers shall be free of buildings, driveways, parking areas, and service areas. Pedestrian walkways may be provided within required landscape buffers if planting requirements can be met.
- D. The minimum width of a landscape buffer area shall be ten (10) feet.
- E. Plantings may include a combination of trees, deciduous shrubs, evergreen shrubs, and groundcover plantings to achieve an overall average buffer height no less than forty-eight (48) inches and no taller than seventy-two (72) inches, notwithstanding subsection F of this Section 405.1050.
- F. Planting size. Plants used for landscaping should be of sizes, grades, and ball or container sizes complying with ANSI Z60.1 American Standards for Nursery Stock. The following indicates the required minimum sizes for various plant categories:
1. Tree plantings shall be 2.5" Caliper, or greater.
 2. Tree plantings shall be at least 6' in height.
 3. Deciduous and Evergreen Shrub plantings shall be a 5-gallon container or larger.
 4. Perennial and mass ornamental grass plantings will be at least a 1-gallon container.

Section 2

Chapter 405: Zoning Regulations of the Code of Ordinances of the City of Normandy is hereby amended by the enactment of Attachment A to Article XXIX, to read as follows:

CHAPTER 405 ZONING REGULATIONS

ARTICLE XIX “MU” MIXED-USE DISTRICT

Attachment A

1. Permitted Uses.

- a. Advertising Offices
- b. Appliance repair and maintenance
- c. Art Dealers
- d. Automotive Parts, Accessories, and Tire Retailers
- e. Barbershops
- f. Beauty salon
- g. Book Retailers and News Dealers
- h. Bowling Alley
- i. Business Support Services
- j. Civic Organizations
- k. Clothing and Clothing Accessories Retailers
- l. Construction (office only)
- m. Consumer goods rental
- n. Dance Schools
- o. Diet and weight reducing centers
- p. Electronics and Appliance Retailers
- q. Employment Services
- r. Exam Preparation and Tutoring
- s. Facilities Support Services
- t. Financial Institutions (no drive-through facilities)
- u. Fine Arts Schools
- v. Fitness and Recreational Center
- w. Florists
- x. Funeral services
- y. Furniture and Home Furnishings Retailers
- z. General Merchandise Retailers
- aa. Gift, Novelty, and Souvenir
- bb. Government Offices
- cc. Grocery and Convenience Retailers
- dd. Hardware Retailers
- ee. Health and Personal Care Retailers
- ff. Hobby, Toy, and Game Retailers

- gg. Insurance Brokerage
- hh. Investigation and Security Services
- ii. Jewelry Retailers and repairs
- jj. Language Schools
- kk. Lawn and Garden Equipment and Supplies Retailers
- ll. Legal Services Offices
- mm. Luggage and Leather Goods Retailers
- nn. Management of Companies and Enterprises
- oo. Motion Picture and Sound Recording Studio
- pp. Museum
- qq. Musical Instruments, Supplies, and Repairs
- rr. Nail salon
- ss. Office Machinery and Equipment rental
- tt. Office Administrative services
- uu. Offices of Dentists
- vv. Office of Other Health Practitioners
- ww. Offices of Physicians
- xx. Office Supplies and Stationery Retailers
- yy. Pets and Pet Supplies
- zz. Professional, Scientific, and Technical Services, except Scientific Research and Development Services
- aaa. Publishers
- bbb. Radio or Television broadcasting stations
- ccc. Real estate office
- ddd. Restaurants (no drive-through)
- eee. Reupholstery and Furniture repair
- fff. Sewing, Needlework, and Piece Goods
- ggg. Shoe Retailers
- hhh. Specialty Food Retailers
- iii. Sporting Goods
- jjj. Technical and Trade Schools
- kkk. Theaters
- lll. Tobacco, Electronic Cigarette, and Other Smoking Supplies
- mmm. Travel Arrangement and Reservation Services
- nnn. Used Merchandise
- ooo. Wholesale Trade

2. Special Uses.

- a. Agriculture, Forestry, Fishing, and Hunting
- b. Amusement Arcades
- c. Beer, Wine, and Liquor Retailers
- d. Building Material and Supplies Dealers, except Hardware Retailers
- e. Cemeteries and crematories
- f. Community Food Services

- g. Comprehensive Marijuana Dispensary Facilities, Marijuana Microbusiness Dispensary Facilities, and Medical Marijuana Dispensary Facilities
- h. Department Stores
- i. Drycleaning and laundry services
- j. Financial Institutions (with drive-through facilities)
- k. Gasoline Stations
- l. Hotels and other traveler accommodations
- m. Outpatient Care Centers
- n. Passenger car rental (office only, no automobile storage)
- o. Restaurants with drive-through facilities
- p. Scientific Research and Development Services
- q. Taverns & Bars
- r. Warehouse Clubs and Supercenters

3. Prohibited Uses.

- a. Adult novelty stores
- b. Automobile Dealers
- c. Automotive Repair and Maintenance
- d. Blood and Organ Banks
- e. Car washes
- f. Commercial and Industrial Machinery and Equipment Repair and Maintenance
- g. Fuel Dealers
- h. Manufacturing
- i. Manufactured (Mobile) Home Dealers
- j. Mining, Quarrying, and Oil & Gas Extraction
- k. Other Motor Vehicle Dealers
- l. Residential
- m. Temporary Shelters
- n. Transportation and Warehousing
- o. Waste Treatment/Disposal and Other Waste Management Services

Section 3

All other Sections and Subsections of Chapter 405: Zoning Regulations, of the Code of Ordinances of the City of Normandy, Missouri shall remain in full force and effect.

Section 4 – Severability

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, phrases, and words of this ordinance are severable, and if any section, paragraph, sentence, clause, phrase, or word(s) of this ordinance shall be declared unconstitutional or otherwise invalid, such unconstitutionality or invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses, phrases, and words of this ordinance since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional or invalid portion of the ordinance.

Section 5 – Effective Date

This Ordinance shall be in full force and effect upon the passage of this Ordinance and its approval by the Mayor and attested by the City Clerk.

PASSED by the Council of the City of Normandy and **APPROVED** by the Mayor this ____ day of _____, 2024.

Honorable Mark Beckmann, Mayor

(SEAL)

Attest:

Khianna C. DeGarmo, City Clerk

APPROVED AS TO FORM:

Andrew R. Bramman - City Attorney

**CITY OF NORMANDY, MISSOURI
AN ORDINANCE**

1st READING 12/12/2023
2nd READING _____

BILL NO. 23-32
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF NORMANDY, MISSOURI, AMENDING CHAPTER 405: ZONING, BY THE ENACTMENT OF A NEW ARTICLE XX CREATING A UNIFORM SITE PLAN REVIEW PROCEDURE.

WHEREAS, The Code of Ordinances of the City of Normandy requires review and approval of a site plan as a condition of various developments, permits, and other permissions; and

WHEREAS, the procedure currently applicable to all such site plan reviews is found in Article XIII, Section 405.790 of City's Zoning Regulations; and

WHEREAS, the City Council believes it is in the best interest of the City and its residents to amend the Code of Ordinances to create a uniform site plan review procedure and criteria clearly applicable to all developments that require site plan review and approval; and

WHEREAS, Section 89.060 of the Revised Statutes of Missouri empowers the City Council to amend and modify the City's Zoning regulations; and

WHEREAS, the City Council previously referred the creation of a uniform site plan review procedure to the Planning and Zoning Commission of the City of Normandy, and the Planning and Zoning Commission forwarded a favorable recommendation of said procedure to the City Council; and

WHEREAS, the City Council of the City of Normandy, Missouri, held a public hearing thereon at Normandy City Hall on January 9th, 2024, beginning at 6:30 p.m.; and

WHEREAS, notice of said public hearing had previously been published at least 15 days prior to the hearing in the St. Louis Countian, a newspaper of general circulation in the City of Normandy, and otherwise posted and published in accordance with Chapter 89, RSMo and applicable City ordinances; and

WHEREAS, all persons who presented themselves and desiring to be heard were given an opportunity to be heard and a copy of the proposed ordinance has been made available for public inspection prior to its consideration by the City Council, and the Bill was read by title in open meeting two times before final passage by the City Council; and

WHEREAS, the City Council being fully informed finds that the creation of a uniform site plan review procedure will be in the best interest of the City and its residents and will not adversely affect the character of the neighborhood, traffic conditions, fire hazards, public utility facilities, and other matters pertaining to public health, safety and general welfare of the community;

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

Section 1

Chapter 405: Zoning Regulations of the Code of Ordinances of the City of Normandy is hereby amended by the enactment of a new Article XX, Sections 405.1050, 405.1060, 405.1070, 405.1080, 405.1090, and 405.1100 to read as follows:

CHAPTER 405 ZONING REGULATIONS

ARTICLE XX SITE PLAN REVIEW

Section 405.1050 Site Plan Review – Purpose, when required.

- A. It is recognized that there is a value to the public in establishing safe and convenient traffic movement to all developments including intensely developed sites, both within the site and in relation to access streets; that there is value in encouraging a harmonious relationship of buildings and uses both within a site and in relation to nearby uses; further that there are benefits to the public in conserving natural resources. Toward this end, this chapter requires site plan review and approval by the Planning and Zoning Commission and the City Council for buildings and structures that can be expected to have a significant impact on natural resources, traffic patterns, adjacent land usage, and the character of future urban development.
- B. The site plan is intended to demonstrate the character and objectives of the proposed development in adequate detail for the Planning and Zoning Commission to evaluate the effect the proposed development would have on the community, and determine what provisions, if any, should be included as part of the plan and be binding on the use and development of the property.
- C. The following permit applications, use, and/or buildings and structures shall require site plan review and approval subject to this Article:
 - 1. A multiple-family building containing three or more dwelling units.
 - 2. More than one multiple-family building on a lot, parcel, or tract of land or on a combination of lots under one ownership.
 - 3. Any development of building or structure or addition thereto in the “E”, “F”, “G”, or “MU” district with a floor area greater than 500 square feet.
 - 4. Any new parking area or expansion or improvement to an existing parking area in excess of ten spaces.
 - 5. Any use that requires a special use permit pursuant to Section 405.790.

Section 405.1060 Site Plan Review - Procedure.

- A. *Staff review.* The site plan shall be submitted with the application for site plan approval to the City Administrator who shall institute an administrative review of the application and supporting documents by all affected City departments. The results of this review shall be reported to the Planning & Zoning Commission for its consideration.
1. If the City Administrator determines that an application is incomplete, the City Administrator shall notify the applicant of the specific ways in which the application is deficient within 15 days of submittal, and no further processing of the application shall occur until the deficiencies are corrected. If the application is not completed within 30 days of the notice, the incomplete application is deemed rejected.
 2. Pre-application meetings may be requested by the City Administrator for any application. Where required, the applicant shall confer with the City Administrator and other City officials designated by the City Administrator. The purpose of the pre-application meeting is to discuss the general nature of the proposal, including but not limited to:
 - a. Classification of the application,
 - b. Procedure and submittal requirements for the application,
 - c. Criteria for processing and decisions on the application,
 - d. Notification requirements, timing, and other procedural prerequisites, or whether any special community outreach may be important,
 - e. Planning and infrastructure impacts, including the need for any additional technical studies or outside agency coordination and review,
 - f. The relationship to the City's General Land Use Plan, and whether any specific plans, policies, or other design, development, or economic development initiatives impact the application,
 - g. Zoning requirements for the property in question and adjacent property,
 - h. Opportunities to improve any preliminary design concepts and better relate project benefits or mitigate impacts to other public or private investments in the area.
 3. Staff report. The City Administrator shall prepare a staff report in light of the appropriate policies, plans, and regulations. The City Administrator shall provide a copy of the report to the Planning & Zoning Commission and to the applicant before the scheduled meeting.
- B. *Planning & Zoning Commission Review.* Upon completion of Staff Review, the Planning & Zoning Commission shall perform their review at the next regularly scheduled meeting of the Planning and Zoning Commission for which the item may be scheduled and shall adjourn and reconvene as is determined necessary.
1. *Review Criteria.* The decision of the Planning & Zoning Commission shall be based on the following standards:

- a. The conservation of natural resources on the property proposed for development, including trees and other living vegetation, steep slopes, watercourses, floodplains, soils, air quality, scenic views, and historic sites.
 - b. The provision of safe and efficient vehicular and pedestrian transportation both within the development and the community.
 - c. The provision of usable open space to meet the needs of the proposed development.
 - d. The provision of adequate drainage facilities on the subject site in order to prevent drainage problems from occurring on the subject site or within the community.
 - e. The compatibility of the overall site design (location of buildings, parking lots, screening, general landscaping, and architectural design) and the land use within the existing area, including proximity to similar uses, and projected future development of the area.
 - f. The existence or provision of adequate public facilities to serve the proposed development (i.e., water lines, sewer lines, streets, etc.).
 - g. Conformance of the site development plan with the general land use plan and any other applicable requirements of the zoning regulations.
2. *Findings and approval.* Upon approval of a site plan, the Planning & Zoning Commission shall find that the site plan and associated development are consistent with the standards of Section 405.865(B)(1), above, and will not:
- a. Substantially increase traffic hazards or congestion;
 - b. Adversely affect the character of surrounding commercial uses or adjacent residential uses or of the neighborhood;
 - c. Substantially increase fire hazards or make difficult access by fire and emergency vehicles;
 - d. Adversely affects the general welfare of the community; and
 - e. Overtax public utilities.
- C. *Effect of decision.* Approval of a site plan shall authorize the applicant to apply for a building permit, and other applicable permits subject to the following:
- 1. The site plan approval shall expire and be of no effect 180 days after the date of approval thereof, unless, within such time, a building permit for any proposed work authorized under the site plan approval has been issued. The site plan approval shall expire and be of no effect 365 days after the date of its issuance if construction has not begun and has been pursued diligently on the property. Upon recommendation and report of the City Administrator, the Planning & Zoning Commission may grant an extension for up to 365 additional days.
 - 2. The filing of a site plan shall constitute an agreement by the owner and applicant, their heirs, successors, and assigns, that if the site plan is approved and permits issued for the improvement of such property all activities subsequent thereto shall be in conformance with the approved site plan for the property in question. Any violations shall be grounds for the City Administrator or his/her designee to issue stop-work orders, withhold further permits, and take all actions necessary for the enforcement of the approved site plan.

3. Prior to the issuance of any building permit, or any other permit authorizing the use of the property in question, the property owner shall record a copy of the approved site plan, legal description of the property, out-boundary survey, and all other plan sheets, along with any subsequent amendments, with the County Recorder of Deeds.
- D. *Appeals.* If a party with standing, as defined herein, alleges that there is an error in any order, requirement, decision, or determination made by the Planning and Zoning Commission, such party may appeal the adverse decision to the City Council.
1. Appeals shall be filed in writing with the City Administrator within 7 days of the issuance of the decision by the Planning & Zoning Commission.
 2. The request for review by the City Council shall be accompanied by a complete description of the error(s) alleged.
 3. The following persons and entities shall have standing to appeal the action of the review body:
 - a. The applicant;
 - b. The City Administrator, on behalf of any public official, department, or agency;
 - c. Any owner of land that is the subject of the action or proposed action; and
 - d. Any other person given the right of appeal by law.
 3. The City Council shall consider the appeal at a public hearing, and fifteen (15) days written notice of such hearing shall be provided to the applicant and all other persons who appeared and spoke in opposition to the application at the public hearing before the Planning & Zoning Commission.
 4. A majority of the whole City Council may affirm, reverse, or modify, in whole or in part, any determination of the Planning & Zoning Commission. Any decision of the City Council must be made with reference to the criteria and standards set forth in Section 405.865(B).

Section 405.1070 Building Permits May Be Issued, When.

Building permits shall not be issued for any use or proposed construction for which site plan review is required until site plan approval has been granted.

Section 405.1080 Submission Requirements.

- A. The site plan shall be of a scale not to be greater than one inch equals 20 feet nor less than one inch equals 200 feet, and of such accuracy that the plan can be readily interpreted, and shall include more than one drawing or specific details where required for clarity. The

number of pages submitted will depend on the proposal's size and complexity. The applicant shall make notations explaining the reasons for any omissions.

- B. Schematic or illustrative sections shall be drawn to a scale of one (1) inch equals eight (8) feet or larger, indicating both edge conditions and internal grade changes in relation to principal variations of internal building levels and sight line relations to adjacent structures.
- C. The site plan shall include the following data, details, and supporting plans which are relevant to the proposal:
 - 1. Project data, including the following:
 - a. Site area (square feet and acres).
 - b. Allocation of site area by building coverage, parking, loading and driveways, and open space areas including total open space, recreation area, landscaped areas, and others.
 - c. Total dwelling units and floor area distributed by general type (one (1) bedroom, two (2) bedroom, etc.) and total floor area ratio and residential density distribution (if applicable).
 - d. Floor area in non-residential use by category and total floor area ratio (if applicable).
 - 2. Name of the project, address, boundaries, date, north arrow, and scale of the plan.
 - 3. Name and address of the owner of record, developer, and seal of the engineer, architect, land surveyor, or landscape architect.
 - 4. Name and address of all owners of record of abutting parcels.
 - 5. All existing lot lines, easements, and rights-of-way. Include area in acres or square feet, abutting land uses and structures.
 - 6. The location and use of all existing and proposed structures within the development. Include all dimensions of height and floor area and show all exterior entrances and all anticipated future additions and alterations.
 - 7. The location of all present and proposed public and private ways, parking areas, driveways, sidewalks, ramps, curbs, and fences. Location, type, and screening details for all waste disposal containers shall also be shown.
 - 8. The location, height, intensity, and bulb type (e.g., fluorescent, sodium incandescent) of all external lighting fixtures. The direction of illumination and methods to eliminate glare onto adjoining properties must also be shown.
 - 9. The location, height, size, materials, and design of all proposed signage.
 - 10. A landscape plan showing all existing open space, trees, forest cover, and water sources and all proposed changes to these features, including size and type of plant

material. Water sources will include ponds, lakes, brooks, streams, wetlands, floodplains, and drainage retention areas.

11. The location of all present and proposed utility systems, including:
 - a. Sewerage system;
 - b. Water supply system;
 - c. Telephone, cable, and electrical systems; and
 - d. Storm drainage system, including existing and proposed drain lines, culverts, catch basins, headwalls, end walls, hydrants, manholes, and drainage swells.
 12. Plans to prevent the pollution of surface or groundwater, erosion of soil both during and after construction, excessive runoff, excessive raising or lowering of the water table, and flooding of other properties, as applicable pursuant to Chapter 525 of this code.
 13. Existing and proposed topography shown at not more than two-foot contour intervals. All elevations shall refer to the United States Geodetic Survey (USGS) datum. If any portion of the parcel is within the 100-year floodplain, the area shall be shown with base flood elevations, and the developer shall present plans for meeting Federal Emergency Management Agency (FEMA) requirements.
 14. Existing and proposed zoning district boundaries adjacent to the site's perimeter shall be drawn and identified on the plan.
 15. Traffic flow patterns within the site, entrances and exits, loading and unloading areas, curb cuts on the site, and within one hundred (100) feet of the site.
 16. The proposed general use and development of internal spaces, including all recreational and open space areas, plazas, and major landscaped areas by function, and the general location and description of all proposed outdoor furniture.
 17. The location and details (including a description of materials and appearance) of all retaining walls, fences, and earth berms.
 18. The description and location of all refuse collection facilities including screening to be provided.
 19. Any other criteria required by other applicable sections of this Code.
- C. At its discretion, the Planning & Zoning Commission may require a detailed traffic study for mixed-use and multi-tenant developments or for developments in heavy traffic areas to include:
1. The projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels;
 2. The projected traffic flow pattern including vehicular movements at all major intersections likely to be affected by the proposed use of the site; and

3. The impact of this traffic upon existing abutting public and private ways in relation to existing road capacities. Existing and proposed daily and peak hour traffic levels, as well as road capacity levels, shall also be given.
- D. *Phased development.* If the planned development is proposed to be constructed in stages or units during a period extending beyond a single construction season, a development schedule shall be submitted indicating:
1. The approximate date when construction of the project can be expected to begin;
 2. The order in which the phases of the project will be built;
 3. The minimum area and the approximate location of common open space and public improvements that will be provided at each stage;
 4. If any stage or unit as proposed contains a share of open space or other public or private recreation or service facility less than that which its size, number of units, or density would otherwise require, a statement shall be submitted setting forth what bond, credit, escrow or other assurance the applicant proposes in order to ensure that the difference between that which would otherwise be required and that which the applicant proposes to provide in the instant stage or unit is ultimately provided;
 5. Placement of all temporary structures utilized during construction, i.e., construction offices, siltation control devices, etc.

Sec. 405.1090 Revision of site plan.

A site plan may be amended or revised if the Building Commissioner has not issued a building permit, or the work authorized under a building permit has not been completed. Such amendment shall be made upon application and in accordance with the procedure provided under this article as if it were a new application. Minor amendments may be administratively approved if the City Administrator determines that the requested changes are minor modifications and are not in major conflict with the plan. The City Administrator shall indicate in writing approval of the changes to the applicant. The amended plan shall be retained on file with the City and distributed to city departments as necessary.

Sec. 405.1100 Violations.

The filing of a site plan shall constitute an agreement by the owner and applicant, successor, and assigns that if the site plan is approved by the Planning & Zoning Commission, permits issued for the improvement of such property and activities subsequent thereto shall be in conformity with the approved site plan for the property in question. The approved site plans shall have full force and effect on the zoning regulations. Any violations shall be grounds for the building official/community development director to issue stop-work orders, withhold further permits, and take all actions necessary for the assessment of all penalties and fines as outlined in 405.080.

Section 2

All other Sections and Subsections of Chapter 405: Zoning Regulations, of the Code of Ordinances of the City of Normandy, Missouri shall remain in full force and effect.

Section 3 – Severability

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, phrases, and words of this ordinance are severable, and if any section, paragraph, sentence, clause, phrase, or word(s) of this ordinance shall be declared unconstitutional or otherwise invalid, such unconstitutionality or invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses, phrases, and words of this ordinance since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional or invalid portion of the ordinance.

Section 4 – Effective Date

This Ordinance shall be in full force and effect upon the passage of this Ordinance and its approval by the Mayor and attested by the City Clerk.

PASSED by the Council of the City of Normandy and **APPROVED** by the Mayor this ____ day of _____, 2024.

Honorable Mark Beckmann, Mayor

(SEAL)

Attest:

Khianna C. DeGarmo, City Clerk

APPROVED AS TO FORM:

Andrew R. Bramman - City Attorney

**CITY OF NORMANDY, MISSOURI
AN ORDINANCE**

1st READING 12/12/2023
2nd READING _____

BILL NO. 23-33
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF NORMANDY, MISSOURI, AMENDING CHAPTER 405: ZONING REGULATIONS, ARTICLE XIII: NON-CONFORMING USES, SECTION 405.790: AUTHORITY OF THE CITY COUNCIL TO GRANT SPECIAL PERMITS FOR CERTAIN OTHERWISE PROHIBITED PURPOSES, BY MAKING CERTAIN DELETIONS AND ADDITIONS NECESSARY FOLLOWING THE ADOPTION OF A NEW MIXED-USE DISTRICT ORDINANCE AND A NEW SITE PLAN REVIEW PROCEDURE

WHEREAS, Section 405.790 of the City’s Zoning Regulations empowers the City Council to grant special permits for certain otherwise prohibited uses in certain districts; and

WHEREAS, the procedure currently applicable to site plan reviews is found in Section 405.790 of the City’s Zoning Regulations; and

WHEREAS, the City Council previously enacted Ordinance Number _____, creating thereby a new mixed-use district, which prohibits certain specified uses except by special permit; and

WHEREAS, the City Council previously enacted Ordinance Number _____, creating a uniform site plan review procedure to replace the procedure currently set forth in Section 405.790; and

WHEREAS, Section 89.060 of the Revised Statutes of Missouri empowers the City Council to amend and modify the City’s Zoning regulations; and

WHEREAS, the City Council previously referred the proposed changes to Section 405.790 to the Planning and Zoning Commission of the City of Normandy, and the Planning and Zoning Commission forwarded a favorable recommendation of said changes to the City Council; and

WHEREAS, the City Council of the City of Normandy, Missouri, held a public hearing thereon at Normandy City Hall on January 9th, 2024, beginning at 6:30 p.m.; and

WHEREAS, notice of said public hearing had previously been published at least 15 days prior to the hearing in the St. Louis Countian, a newspaper of general circulation in the City of Normandy, and otherwise posted and published in accordance with Chapter 89, RSMo and applicable City ordinances; and

WHEREAS, all persons who presented themselves and desiring to be heard were given an opportunity to be heard and a copy of the proposed ordinance has been made available for public

inspection prior to its consideration by the City Council, and the Bill was read by title in open meeting two times before final passage by the City Council; and

WHEREAS, the City Council being fully informed finds that the following necessary changes to Section 405.790, including recodification to include Section 405.790 under Article XIV of the City's zoning regulations, will be in the best interest of the City and its residents and will not adversely affect the character of the neighborhood, traffic conditions, fire hazards, public utility facilities, and other matters pertaining to public health, safety and general welfare of the community.

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

Section 1

Chapter 405: Zoning Regulations, Article XIII: Non-Conforming Uses, Section 405.790: Authority of the City Council to Grant Special Permits for Certain Otherwise Prohibited Purposes of the Code of Ordinances of the City of Normandy is hereby amended to read as set forth in Exhibit A, attached hereto and incorporated herein by reference.

Section 2

All other Sections and Subsections of Chapter 405: Zoning Regulations, of the Code of Ordinances of the City of Normandy, Missouri shall remain in full force and effect.

Section 3 – Severability

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, phrases, and words of this ordinance are severable, and if any section, paragraph, sentence, clause, phrase, or word(s) of this ordinance shall be declared unconstitutional or otherwise invalid, such unconstitutionality or invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses, phrases, and words of this ordinance since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional or invalid portion of the ordinance.

Section 4 – Effective Date

This Ordinance shall be in full force and effect upon the passage of this Ordinance and its approval by the Mayor and attested by the City Clerk.

PASSED by the Council of the City of Normandy and **APPROVED** by the Mayor this ____ day of _____, 2024.

Honorable Mark Beckmann, Mayor

(SEAL)

Attest:

Khianna C. DeGarmo, City Clerk

APPROVED AS TO FORM:

Andrew R. Bramman, City Attorney

EXHIBIT A

CHAPTER 405 ZONING REGULATIONS

ARTICLE XIV ZONING CHANGES AND AMENDMENTS – SPECIAL PERMITS

Section 405.790. Authority of the City Council to Grant Special Permits for Certain Otherwise Prohibited Purposes.

- A. *Purpose.* Special uses are those types of uses that are considered by the City to be essentially desirable, necessary, or convenient to the community, but which by their nature or in their operation have:
1. A tendency to generate excessive traffic,
 2. A potential for attracting a large number of persons to the area of the use, thus creating noise or other pollutants;
 3. A detrimental effect upon the value or potential development of other properties in the neighborhood, or
 4. An extraordinary potential for accidents or danger to public health or safety.
- B. *Procedures.* A Special Use Permit application may be initiated by a verified application of the owners of record or owners under contract of a lot or tract of land, or their authorized representatives, or by the Planning and Zoning Commission or by the City Council. Any application submitted by an owner under contract must also be evidence that the owner of record has authorized and approved of the proposed application and granting of the permit requested thereby. Procedures for application, review, and approval of a Special Use Permit shall be as follows:
1. *Application.* Application for a Special Use Permit for a specific tract of land shall be addressed to the Planning and Zoning Commission. The application shall be filed on forms prescribed for that purpose and be accompanied by the following information and materials, provided however, that at the request of the applicant, the City Council may waive compliance with such of the following requirements as it may determine to be unnecessary or unduly burdensome in a particular instance:
 - a. Filing fee per requirements of the City.
 - b. Legal description of the property.
 - c. An out boundary survey plat, with a land surveyor's seal and statement of verification regarding the source of boundary dimensions, bearings, and source of contour data. The plat shall also identify adjoining properties and the record owners thereof.
 - d. A site plan conforming to the requirements set forth in Section 405.875 of this Code.

2. *Burden of proof.* In presenting any application for a Special Use Permit, the burden of proof shall rest with the applicant to clearly establish that the proposed special use shall meet the following criteria:
 - a. The proposed special use complies with all applicable provisions of the applicable District regulations.
 - b. The proposed special use at the specified location will contribute to and promote the welfare or convenience of the public.
 - c. The proposed special use will not have a deleterious impact on the value of other property in the neighborhood in which it is to be located.
 - d. The location and size of the special use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it are such that the special use will not dominate the immediate neighborhood so as to prevent development and use of neighboring property in accordance with the applicable zoning District regulations. In determining whether the special use will so dominate the immediate neighborhood, consideration shall be given to:
 - (1) The location, nature, and height of buildings, structures, walls, lighting, and fences on the site; and
 - (2) The nature and extent of proposed landscaping and screening on the site.
 - e. Off-street parking and loading areas are provided in accordance with the standards set forth in these regulations.
 - f. Adequate utility, drainage, and other such necessary facilities are provided.
 - g. The proposed special use is consistent with good planning practice; can be operated in a manner that is not detrimental to permitted developments and uses in the District; can be developed and operated in a manner that is visually compatible with permitted uses in the surrounding area; and is deemed essential or desirable to preserve and promote the public health, safety, and general welfare of the City of Normandy.
3. *Review procedures.*
 - a. Upon receipt of a completed application, the Planning and Zoning Commission shall institute an administrative review of the application and site plan by all affected City Departments and any consultants designated by the City. The site plan shall be reviewed according to the provisions of Section 405.865 of this Code. The results of this review shall be reported to the Planning and Zoning Commission for its consideration. The Commission shall consider an application after all required documents are filed. The Commission shall recommend approval, approval with specified conditions or denial of the application and shall file its report and recommendation with the City Council.

- b. Before acting upon any application for a Special Use Permit, the City Council shall hold a hearing thereon, after at least fifteen (15) days public notice of such hearing is published in a newspaper of general circulation within the City and written notice is given to all property owners within the City limits whose property lies within one hundred eighty-five (185) feet of the property for which a Special Use Permit has been requested. The City Council may refer the application back to the Commission for additional study before making its final decision. No additional public notice is required to be given.
 - c. The affirmative vote of a majority of all the members of the City Council shall be required to authorize and approve the issuance of any Special Use Permit contrary to the recommendation of the Planning and Zoning Commission. The affirmative vote of two-thirds ($\frac{2}{3}$) of all the members of the City Council shall be required to authorize and approve the issuance of a special use permit when a protest against the issuance thereof shall be presented in writing to the City Clerk; duly signed and acknowledged by the owners of thirty percent (30%) or more either of the area of the land (exclusive of streets and alleys) included in the application for such permit or within an area determined by lines drawn parallel to and one hundred eighty-five (185) feet distant from the boundary of the property for which the permit has been requested.
4. *Permitted effective — when.* The permit shall become effective upon approval by the City Council. In the event that a Special Use Permit is filed in conjunction with a change of zoning, the permit shall not become effective until the date of enactment of an ordinance authorizing the zoning change. In the event that some additional approval is required by some other governmental authority or agency, the permit shall not become effective until that approval is received.
5. *Recording.* Prior to the issuance of any building permit, or permit authorizing the use of the property in question, the applicant shall record with the St. Louis County Recorder of Deeds: a copy of the approved Special Use Permit, including all attached conditions, the approved site plan, a legal description of the property, an out-boundary survey and any subsequent amendments.
6. *Failure to commence construction or operation.* Unless otherwise stated in the conditions of a particular Special Use Permit, substantial work, construction, or operation of the special use where construction is not required, shall commence within six (6) months of the effective date of the permit and shall thereafter be pursued with reasonable diligence unless such time period is extended through appeal to and approval by the City Council. If no appeal is made, and no extension of time is received or granted, the permit shall immediately terminate upon expiration of the six (6) month period.
7. *Revocation of special use permit.* Upon finding that an approved Special Use Permit will or has become unsuitable and/or incompatible in its location as a result of any nuisance or activity generated by the use, the City Council shall have the authority to revoke the permit after affording the permittee the right to be heard.
8. *Transferability.* All Special Use Permits shall be approved for the originating applicant for a specific location only and may not be transferred to any other location. The permit

may not be transferred to any other person or entity prior to the commencement of the use without the consent of the City Council.

9. *Procedure to amend approved special use permit.* In order to amend an existing Special Use Permit, the application procedures, required materials, and approval process shall be the same as for a new permit.

C. *Special Uses.* The City Council of the City of Normandy may, by special use permit, after a public hearing, authorize the location of any of the following buildings or uses in the Districts hereinafter designated and from which they are otherwise prohibited by this Chapter; provided however, that appropriate conditions and safeguards shall be imposed to protect the public welfare and to conserve and protect property and property values in the neighborhood.

1. *In any District.*

a. Any public building or facility erected or used by any department of the City, County, State or Federal Government, not specifically addressed in any other provision of this Zoning Code, other than sewage or sanitation facilities.

b. Privately operated outdoor recreation fields.

c. Private recreational activities for temporary or seasonal periods.

d. Churches and houses of religious worship.

e. Private or public elementary or secondary schools, including nursery, prekindergarten, kindergarten, or special schools operated on the same premises.

f. Private stables, when located on a lot of three (3) acres or more, provided any such building shall not exceed a capacity of one (1) horse for each acre of lot area and shall not be closer than two hundred (200) feet to any dwelling.

g. (Reserved)

h. Temporary roadside stands offering for sale products produced on the premises.

i. Electrical substations.

2. *In the "E", "F" and "G" Districts.*

a. Greenhouses and nurseries, provided that all structures and storage areas must be located at least one hundred (100) feet from any property located in any "R" District.

- b. Public or private sanitation or sewage collection, detention, treatment, or processing facility.
 - c. Child care facilities.
 - d. Filling stations for automobiles and vehicle service and repair facilities. Provided however, that all storage tanks for volatile substances must be located below ground and at least two hundred (200) feet from any church, school, hospital, playground, or similar place of public attendance or assembly, or a children's or retirement or nursing home. The distance shall be the shortest distance from the property line to the property line.
 - e. Taverns and bars.
 - f. Mortuary establishments.
 - g. Financial institutions not having drive-through facilities.
 - h. Restaurants, but no fast food restaurants or restaurants with drive-in or drive-through facilities.
 - i. In the "F" District only, pawnbrokers, pursuant to and defined in Section 405.020 of this Chapter.
3. *In the "F" and "G" Districts.*
- a. Hospitals, clinics, and institutions, including educational, religious, and philanthropic institutions when located on a site containing an area of not less than five (5) acres; provided however, that such buildings shall not occupy over forty percent (40%) of the total area of the lot and will not have any serious and depreciating effect upon the value of the surrounding property, and provided further that the buildings shall be set back at least one hundred (100) feet from the front lot line and shall be set back from the otherwise required side and rear yards an additional distance equal to two (2) feet for each foot of building height.
 - b. Amusement parks.
 - c. Animal hospitals, veterinary clinics, and kennels.
 - d. Car washes for automobiles. The facility shall not be located closer than one hundred (100) feet to any adjacent building and shall not have any serious depreciating effect upon the value of the surrounding property.
 - e. Restaurants, including fast food, drive-in, or drive-through facilities.
 - f. Financial institutions with drive-through facilities.
 - g. Hotels.
 - h. Residential or outpatient facilities for the treatment of alcohol or other drug abuse. Provided however, that no residential facility shall be located within one thousand three hundred (1,300) feet of any other residential facility, and that the

building or structure used for any residential facility shall maintain an exterior appearance in reasonable conformance with the general standards of the area.

4. *In the "G" Light Industrial District.*

- a. Airport or heliport, including hangars and normal accessory and service buildings.
- b. Extraction of sand, gravel, or other raw materials.
- c. Any industrial or manufacturing use provided, except in the case of electrical substations, that all operations and processes are carried on in buildings not closer than one hundred (100) feet to any boundary of any residential District, and provided further, that suitable safeguards and conditions are imposed to protect life and limb and adjacent property and prevent objectionable, dangerous and offensive conditions.
- d. Automobile sales facilities and/or showrooms.
- e. Building material sales yard for the sale of rock, sand, gravel, cement, concrete products, and the like, with concrete mixing facilities, but with no rock crushing machinery. No portion of the sales yard proper or concrete mixing plant to be closer than two hundred (200) feet from any adjoining residential District, excluding the width of roads.
- f. Adult entertainment establishments or businesses.

5. *In the "MU" Mixed-Use District*

- a. Any use identified as a Special Use under Section 405.1010 (A) (2) of this Code.
- b. Any use identified as a Special Use under Section 405.1010 (B) (2) of this Code.

D. *Severability.* It is hereby declared to be the intention of the City Council that each and every part, Section, and Subsection of this Section shall be separate and severable from each and every other part, Section, and Subsection hereof and that the City Council intends to adopt each said part, Section, and Subsection separately and independently of any other part, Section and Subsection. In the event that any part of this Section shall be determined to be or to have been unlawful or unconstitutional, the remaining parts, Sections and Subsections shall be and remain in full force and effect.

**CITY OF NORMANDY, MISSOURI
AN ORDINANCE**

1st READING _____
2nd READING _____

BILL NO. 24-01
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF NORMANDY, MISSOURI, AMENDING SECTIONS 100.010 AND 100.240 TO REFLECT THE CONSOLIDATION OF THE CITY OF NORMANDY AND THE VILLAGE OF GLEN ECHO PARK.

WHEREAS, Section 72.420 of the Revised Missouri Statutes authorizes the consolidation of two or more municipalities in St. Louis County; and

WHEREAS, pursuant to Section 72.420, and as approved by a majority of qualified voters voting thereon, the consolidation of the City of Normandy and the Village of Glen Echo Park as a new municipality, known as the City of Normandy, Missouri, was effective on February 8, 2024; and

WHEREAS, the City Council of the City of Normandy desires to amend Sections 100.010 and 100.240 of the Code of Ordinances of the City of Normandy to reflect the aforementioned consolidation.

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

Section 1

Section 100.010 of the Code of Ordinances of the City of Normandy is hereby amended to read as follows:

CHAPTER 100 GENERAL PROVISIONS

ARTICLE I INCORPORATION

Section 100.010 Third Class City

The City of Normandy and the Village of Glen Echo Park, in accordance with a special election held on August 8, 2023, and in accordance with the approval of a majority of qualified voters voting thereon, are consolidated under one government. The Consolidated City shall be called the City of Normandy, Missouri, a City of the Third Class, Mayor-Council Form, as set forth in Chapter 77, RSMo.

Section 2

Section 100.240 of the Code of Ordinances of the City of Normandy is hereby amended to read as follows:

CHAPTER 100 GENERAL PROVISIONS

ARTICLE V

BOUNDARIES

Section 100.240

Metes and Bounds

The Metes and Bounds of the City of Normandy, Missouri, shall be as follows:

Beginning at the northwesterly corner of Lucas-Hunt Road and Natural Bridge Road; thence southwardly across Natural Bridge Road and along the westerly line of Lucas-Hunt Road to a point in the North Line of North Market Street; thence westwardly along the North line of North Market Street to a point in the West Line of U.S. Survey 2684, said point being in the East Line of the present limits of the City of Pagedale, thence north, west and north along the west, south and west line of U.S. Survey 2684 to the southeast corner of the present limits of the City of Greendale; thence north and northwest along the present east and northeast line of the City of Greendale to the southeast corner of the property conveyed to the Sisters of Charity of the Incarnate Word; thence north along the East Line of said property conveyed to the Sisters of Charity of the Incarnate Word, to the center of Hager Avenue; thence west along the center line of Hager Avenue 165 feet more or less; thence northwestwardly 285 feet more or less along the present corporate limits of the Village of Bel-Nor to the centerline of to the Center Line of Bellerive Avenue; thence north, east and north along the present corporate limits line of the Village of Bel-Nor and the prolongation thereof as produced northwardly to its intersection with the southerly corporate limits line of the Village of Bellerive Acres and to the north line of Natural Bridge Road; thence eastwardly along the southerly corporate limits line of said Village of Bellerive Acres and along the north line of Natural Bridge Road a distance of 110 feet more or less to the southeasterly corner of said Village of Bellerive Acres; thence northeastwardly along the corporate limits line of said Village of Bellerive Acres a distance of 1041 feet more or less; thence continuing along the corporate limits line of said Village of Bellerive Acres eastwardly a distance of 77 feet more or less; thence continuing along the corporate limits line of said Village of Bellerive Acres northeastwardly a distance of 1152 feet more or less to the southerly line of a road as described in deed by John J. Miltonberger, dated September 15, 1891, as recorded in Book 54, Page 179, of the St. Louis County Recorder's Records; thence easterly along the southerly right-of-way line of said road described in a deed by John J. Miltonberger and continuing along the corporate limits line of said Village of Bellerive Acres to the west line of the former Wabash Railroad (also known as the Norfolk Southern Railroad) right of way; thence continuing along the corporate limits line of said Village of Bellerive Acres north along the west line of said Wabash Railroad (also known as the Norfolk Southern Railroad) right of way to the west line of Florissant Road; thence continuing along the corporate limits line of said Village of Bellerive Acres north along the west line of Florissant Road to the southerly right line of a 50 feet wide access road to property belonging to the curators of the University of Missouri at St. Louis; thence continuing along the corporate limits line of said Village of Bellerive Acres west along said southerly right line of said 50 feet wide access road and along the south line of Bellerive Drive as shown on "Hollywood Park" a subdivision recorded in Plat Book 21 page 12 of the St. Louis County Records to its intersection with the west line of Lowen Drive; thence continuing along the corporate limits line of said Village of Bellerive Acres north and along the west line of said Lowen Drive to its intersection with the west line of Florissant Road; thence continuing along the corporate limits line of said Village of Bellerive Acres north along the west line of Florissant Road along a curve to right 840 feet more or less to the most northern corner of the corporate limits line of said Village of Bellerive Acres

and to the corporate limits of the City of Cool Valley; thence along the corporate limits of the City of Cool Valley north along the west line of Florissant Road along a curve to the right 125 feet more or less; thence continuing along the corporate limits of the City of Cool Valley east at a right angle to the west line of Florissant Road to the centerline of Florissant Road; thence continuing along the corporate limits of the City of Cool Valley northeast along the centerline of Florissant Road 300 feet more or less; thence continuing along the corporate limits of the City of Cool Valley southeast along a line which is the prolongation northwest of a straight line parallel with the northeast line of Lot 14 of George M. Moore's Subdivision and produced northwest from the southeast corner off said Lot 14; thence south along the west line of Lot 10 of said George M. Moore's subdivision to its intersection with the north line of U.S. Survey 2503, Township 46 North, Range 6 East; thence northeast along a straight line along the northwest line of Survey 2503 across Lot 10 of said George M. Moore's Subdivision to the west line of the Wabash Railway Company right of way, Union Station Branch; thence continuing along the corporate limits of the City of Cool Valley north along the west line of the Wabash Railway Company right of way, Union Station Branch (now known as the Ted Jones Trail) 4,500 feet more or less to the northwest corner of the current City of Normandy boundary line being also the intersection of the westerly right of way line of the former Union Branch of the Wabash Railroad (now known as the Ted Jones Trail) and a point 150 feet north of the northern right of way line of Woodstock Road; thence easterly along a line parallel to and 150 feet north of the northern right of way of Woodstock Road across Bermuda Avenue to a point 150 feet easterly from the easterly right of way line of Bermuda Avenue; thence southerly along a line parallel to and 150 feet northeast and east of and parallel to the northeastern and eastern line of Bermuda Avenue to its intersection with the western boundary of the City of Jennings; thence continuing southwardly along the westerly boundary line of the City of Jennings to a point where that line intersects the northerly boundary line of the Village of Norwood Court; thence westwardly along the northerly boundary line of the Village of Norwood Court to a point where that line intersects the southeasterly right-of-way line of Bermuda Road; thence south 88 degrees 28 minutes east along the southerly line of Lammert Lane a distance of 75.74 feet said point being the northwesterly corner of the Village of Norwood Court; thence south 33 degrees 38 minutes east along the westerly line of the Village of Norwood Court 1003.74 feet; thence south 21 degrees 28 minutes east along the westerly boundary line of the Village of Norwood Court 434.06 feet to the southwesterly corner of said Village; thence north 85 degrees 56 minutes west 186.71 feet; thence south 61 degrees 25 minutes west 100 feet to the southeasterly corner of "Berdell Hills Subdivision"; thence southwestwardly along the southeastern line of "Berdell Hills Subdivision" and its southwestern prolongation to the northwest corner of an Unincorporated tract of land; thence south along the west line of said Unincorporated tract of land and across Interstate Highway 70 to its intersection with the south line of said Interstate Highway 70 and the north line of Tract D of "Norwood Court Apartments" according to the plat thereof recorded in Plat Book 137 page 49 of the St. Louis County Records; thence east along the north line of said Tract D to an angle point; thence continuing along the north line of said Tract D north 36.15 feet to the south line of said Interstate Highway 70; thence east along said south line to the northeast corner of said Tract D; thence south along the east line of said Tract D to the southeast corner of said Tract D; thence northwest along the south line of said Tract D and along the south line of San Diego Avenue being also along the northeast line of Block 16 of the "Amended Plat of Pasadena Park", a subdivision plat recorded in Plat Book 19 page 30 and 31 of the St. Louis County Records to the eastern line of Bermuda Drive; thence southwest along the east line of Bermuda Drive to the northwest corner of Lot 4 in Block 15 of said "Amended Plat of Pasadena Park";

thence continuing along the east line of Bermuda Drive southwest to an angle point in the eastern line of Bermuda Drive in the west line of Lot 20 in Block 12 of said "Amended Plat of Pasadena Park"; thence south along the east line of Bermuda Drive to the northeast line of Florissant Road; thence southeast along the northeast line of Florissant Road to southeast corner of a tract of land described in deed recorded in Book 207 page 37; thence north along the east line of said tract of land described in Book 207 page 37 to the northeast corner thereof; thence west along the north line of said tract of land described in Book 207 page 37 to the northwest corner thereof and to the southeastern line of Block 1 of said "Amended Plat of Pasadena Park"; thence north along the southeastern line of Block 1 of said Amended Plat of Pasadena Park and along the west line of property of German St. Vincent's Orphan's Home to the most northern corner of said German St. Vincent's Orphan's Home; thence southeast along the northeast line of said property of German St. Vincent's Orphan's Home to the most eastern corner thereof; thence southwest along the southeast line of property of German St. Vincent's Orphan's Home and its southwestern prolongation to the northern right of way of the St. Louis Public Service Company; thence east along the northern right of way of the St. Louis Public Service Company and along the southern boundary of the Village of Pasadena Hills to an angle point; thence continuing along the boundary of the Village of Pasadena Hills south to the centerline of Natural Bridge Road; thence southeast along the centerline of Natural Bridge Road and along the boundary of the Village of Pasadena Hills to an angle point in the boundary of the Village of Pasadena Hills; thence north along the boundary of the Village of Pasadena Hills to the northern right of way of the St. Louis Public Service Company; thence eastwardly along the northern right of way of the St. Louis Public Service Company and along the southern boundary of the Village of Pasadena Hills to its intersection with the westerly line of Lucas-Hunt Road; thence southwardly along the westerly line of Lucas-Hunt Road to the northwesterly corner of the intersection of Lucas-Hunt Road and Natural Bridge Road and the point of beginning.

Section 3 – Repealed

All acts and parts of Ordinances or Resolutions heretofore adopted by the City in conflict with the provisions of this Ordinance are hereby repealed insofar as they conflict with the provisions of this Ordinance.

Section 4 – Severability

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, phrases, and words of this ordinance are severable, and if any section, paragraph, sentence, clause, phrase, or word(s) of this ordinance shall be declared unconstitutional or otherwise invalid, such unconstitutionality or invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses, phrases, and words of this ordinance since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional or invalid portion of the ordinance.

Section 5 – Codification

The Chapter, Article, Division, and/or Section assignments designated in this Ordinance may be revised and altered by the codification company servicing the City's Code of Ordinances upon supplementation of such code if, at the discretion of the editor, an alternative designation would

be more reasonable. In adjusting such designations, the editor may also change other designations and numerical assignment of code sections to accommodate such changes.

Section 6 – Effective Date

This Ordinance shall be in full force and effect upon the passage of this Ordinance and its approval by the Mayor and attested by the City Clerk.

PASSED by the Council of the City of Normandy and **APPROVED** by the Mayor this ____ day of _____, 2024.

Honorable Mark Beckmann, Mayor

(SEAL)

Attest:

Khianna C. DeGarmo, City Clerk

APPROVED AS TO FORM:

Andrew R. Bramman - City Attorney

ADOPTING ORDINANCE

1st READING _____
2nd READING _____

BILL NO. 24-02
ORDINANCE NO. _____

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE OF ORDINANCES OF THE CITY OF NORMANDY; ESTABLISHING THE SAME; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN, EXCEPT AS HEREIN EXPRESSLY PROVIDED; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE OF ORDINANCES; PROVIDING PENALTY FOR THE VIOLATION THEREOF; AND PROVIDING WHEN THIS ORDINANCE SHALL BECOME EFFECTIVE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORMANDY AS FOLLOWS:

Section 1.

That pursuant to Section 71.943 of the Revised Statutes of Missouri, the codification of ordinances, as set out in Titles I through VI, each inclusive, of the “Code of Ordinances of the City of Normandy, Missouri” is hereby adopted and enacted as the “Code of Ordinances of the City of Normandy”, which shall supersede all other general and permanent ordinances of the City passed on or before February 8, 2024, to the extent provided in Section 3 hereof.

Section 2.

That all provisions of the Code of Ordinances of the City of Normandy, Missouri shall be in full force and effect from and after the effective date of this ordinance as set forth herein.

Section 3.

That all ordinances of a general and permanent nature of the City adopted on final passage on or before February __, 2024, and not included in such Code or recognized and continued in force by reference therein, are hereby repealed from and after the effective date of this ordinance, except those which may be specifically excepted by separate ordinance, and except the following which are hereby continued in full force and effect, unless specifically repealed by separate ordinance:

- a. Ordinances promising or guaranteeing the payment of money for the City, or authorizing the issuance of any bonds or notes of the City or any other evidence of the City’s indebtedness, or authorizing any contract or obligation assumed by the City;
- b. Ordinances levying taxes or making special assessments;
- c. Ordinances appropriating funds or establishing salaries and compensation, and providing for expenses;

ADOPTING ORDINANCE

- d. Ordinances granting franchises or rights to any person, firm, or corporation;
- e. Ordinances relating to the dedication, opening, closing, naming, establishment of grades, improvement, altering, paving, widening, or vacating of streets, alleys, sidewalks, or public places;
- f. Ordinances authorizing or relating to particular public improvements;
- g. Ordinances respecting the conveyances or acceptance of real property or easements in real property;
- h. Ordinances dedicating, accepting, or vacating any plat or subdivision in the City or any part thereof, or providing regulations for the same;
- i. Ordinances annexing property to the City;
- j. All zoning and subdivision ordinances not specifically repealed and not included herein;
- k. Ordinances establishing or dissolving TIF districts or redevelopment districts;
- l. Ordinances relating to traffic schedules (i.e., stop signs, parking limits, etc.);
- m. All ordinances relating to personnel regulations (i.e., pensions, retirement, job descriptions and insurance, etc.);
- n. Ordinances authorizing the establishment of industrial development corporations;
- o. Ordinances establishing tax rates for the City.
- p. Ordinances promising or guaranteeing the payment of money for the City or authorizing the issue of any bonds of the City or any evidence of the City's indebtedness or any contract or obligation assumed by the City.
- q. Ordinances establishing municipal court costs.
- r. Ordinances pertaining to the compensation of any City Officer or employee or any personnel policy.
- s. Ordinances pertaining to any retirement, disability, or other pension or benefit accrued or accruing to any person.
- t. Ordinances naming, renaming, opening, accepting, or vacating streets or alleys in the City.

ADOPTING ORDINANCE

- u. Ordinances pertaining to the adoption or amendment of the Comprehensive Plan.
- v. Any ordinance which is temporary, although general in effect, or special, although permanent in effect.
- w. Ordinances rezoning specific property.

That the repeal provided for in this Section shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance which is repealed by this ordinance.

That the repeal provided for in this Section shall not affect any offense or act committed or done or any penalty or forfeiture incurred or any contract or right established or accruing before the effective date of this ordinance, nor shall it affect any prosecution, suit, or proceeding pending or any judgment rendered prior to such date.

Section 4.

That any and all additions and amendments to such Code when passed in such form as to indicate the intention of the City Council to make the same a part thereof shall be deemed to be incorporated in such Code so that reference to the "Code of Ordinances of the City of Normandy" shall be understood and intended to include such additions and amendments.

Section 5.

- a. Except as hereinafter provided, whenever in any rule, regulation, or order promulgated pursuant to such ordinances of the City, any act is prohibited or is made or declared to be unlawful or an offense or a misdemeanor, or whenever in such City ordinance, rule, regulation, or order doing of any act is required or the failure to do any act is declared to be unlawful, where no specific penalty is provided therefor, the violation of any such ordinance of the City, or of any rule, regulation or order promulgated pursuant to such City ordinance, shall be punished by a fine of not less than five dollars (\$5.00) and not more than one thousand dollars (\$1,000.00) or by imprisonment for a period not to exceed three (3) months, or by both such fine and imprisonment.
- b. Whenever any provision of the Revised Statutes of Missouri or other Statute of the State limits the authority of the City to punish the violation of any particular provision of these ordinances or rules, regulations, or orders promulgated pursuant thereto to a fine of less amount than that provided in this Section or imprisonment for a shorter term than that provided in this Section, the violation of such particular provision of these ordinances or rules, regulations, or orders shall be punished by the imposition of not more than the maximum fine or imprisonment so authorized, or by both such fine and imprisonment.
- c. Whenever any provision of the Revised Statutes of Missouri or other Statute of the State establishes a penalty differing from that provided by this Section for an offense similar to any offense established by these ordinances, rules, regulations,

ADOPTING ORDINANCE

or other orders of the City, the violation of such City law, ordinance, rule, regulation, or order shall be punished by the fine or imprisonment established for such similar offense by such State law.

- d. Each day any violation of these ordinances, rules, regulations, or orders promulgated pursuant thereto shall continue to constitute a separate offense, unless otherwise provided.
- e. Whenever any act is prohibited by this Code, by an amendment thereof, or by any rule or regulation adopted thereunder, such prohibition shall extend to and include the causing, securing, aiding, or abetting of another person to do said act. Whenever any act is prohibited by this Code, an attempt to do the act is likewise prohibited.

Section 6.

That in case of the amendment by the City Council of any Section of such Code for which a penalty is not provided, the general penalty as provided in Section 5 of this ordinance shall apply to the Section as amended; or in case such amendment contains provisions for which a penalty other than the aforementioned general penalty is provided in another Section in the same Chapter, the penalty so provided in such other Section shall be held to relate to the Section so amended, unless such penalty is specifically repealed therein.

Section 7.

That a copy of such Code shall be kept on file in the office of the City Clerk, preserved in looseleaf form or in such other form as the City Clerk may consider most expedient. It shall be the express duty of the City Clerk, or someone authorized by said officer, to insert in their designated places all amendments and all ordinances or resolutions which indicate the intention of the City Council to make the same part of such Code when the same have been printed or reprinted in page form and to extract from such Code all provisions which from time to time may be repealed by the City Council. This copy of such Code shall be available for all persons desiring to examine the same.

Section 8.

That it shall be unlawful for any person to change or alter by additions or deletions any part or portion of such Code, or to insert or delete pages or portions thereof, or to alter or tamper with such Code in any manner whatsoever which will cause the law of the City of Normandy to be misrepresented thereby. Any person violating this Section shall be punished as provided in Section 5 of this ordinance.

Section 9.

It is hereby declared to be the intention of the City Council that the Sections, paragraphs, sentences, clauses, and phrases of this ordinance and the Code hereby adopted are severable, and if any phrase, clause, sentence, paragraph, or Section of this ordinance or the Code hereby adopted shall be declared unconstitutional or otherwise invalid by the valid judgment or decree of a court of

ADOPTING ORDINANCE

competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and Sections of this ordinance or the Code hereby adopted

Section 10.

This ordinance and the Code adopted hereby shall become effective February 8, 2024.

PASSED by the Council of the City of Normandy and **APPROVED** by the Mayor this ____ day of _____, 2023.

Honorable Mark Beckmann, Mayor

(SEAL)

Attest:

Khianna C. DeGarmo, City Clerk

Journal of "ayes" and "nays"

First reading

Council Member

Votes

Aye Nay

Sachsenheimer

Cleveland

Jackson

Evans

Hoang

Nelson

Rosso

Campbell

Journal of "ayes" and "nays"

Second reading

Council Member

Votes

Aye Nay

Sachsenheimer

Cleveland

Jackson

Evans

Hoang

Nelson

Rosso

Campbell

**CITY OF NORMANDY, MISSOURI
AN ORDINANCE**

1st READING _____
2nd READING _____

BILL NO. 24-03
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF NORMANDY, MISSOURI, AMENDING SECTION 105.070 TO REFLECT THE BOUNDARIES OF THE FOURTH WARD OF THE CITY OF NORMANDY FOLLOWING THE CONSOLIDATION OF THE CITY OF NORMANDY AND THE VILLAGE OF GLEN ECHO PARK.

WHEREAS, Section 72.420 of the Revised Missouri Statutes authorizes the consolidation of two or more municipalities in St. Louis County; and

WHEREAS, pursuant to Section 72.420, and as approved by a majority of qualified voters voting thereon, the consolidation of the City of Normandy and the Village of Glen Echo Park as a new municipality, known as the City of Normandy, Missouri, was effective on February 8, 2024; and

WHEREAS, the City Council of the City of Normandy desires to amend Section 105.070 of the Code of Ordinances of the City of Normandy to reflect the incorporation of the former Village of Glen Echo Park into the Fourth Ward of the City of Normandy.

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

Section 1

Part 4 of Subsection A of Section 105.070 of the Code of Ordinances of the City of Normandy is hereby amended to read as follows:

CHAPTER 105 ELECTIONS

ARTICLE II WARDS

Section 105.070 Wards

4. *Fourth Ward.* Beginning at the intersection of the boundary limits line of the City of Normandy, the City of Cool Valley and unincorporated Saint Louis County; thence south to the intersection with the boundary limits line of the City of Normandy, the City of Greendale, and the City of Pagedale; thence east to the intersection with the east boundary limits line of the City of Normandy; thence north to the intersection with the north boundary limits line of the City of Normandy and the Village of Pasadena Hills; thence west to the intersection with the east right-of-way line of Roland Boulevard; thence south to the intersection with the north right-of-way line of Highway (Route 115) Natural Bridge Road; thence west to the intersection with the west right-of-way line of the Wabash Railroad; thence north to the intersection with the east right-of-way line of Highway (Route N) Florissant Road; thence west to the intersection with the north right-of-way line of Cool Valley Drive; thence east to the intersection with the west right-of-way line of the Wabash

Railroad; thence north to the intersection with the north boundary limits line of the City of Normandy and the City of Cool Valley; thence west to the point of beginning; including the following street:

Street	Address
Arcola Drive	All
Bellerive Drive	All
Evarts Avenue	All
Florissant Road	7806 — 8242
Henderson Road	All
Lowen Drive	All
Lucas Lane	All
Natural Bridge Road	7200 — 7900 7201 — 7241
Normandy Place	All
Normandy Trace Drive	All
Oakmount Avenue	3600 — 3620
Oxeye Drive	All
Saint Andrews Place	All
Saint Charles Rock Road	7301
Saint Mary's Lane	3501 — 3648
Wallingford Avenue	All

Section 2

All other Sections and Subsections of Chapter 105: Elections, Article II: Wards of the Code of Ordinances of the City of Normandy, Missouri shall remain in full force and effect

Section 3 – Repealed

All acts and parts of Ordinances or Resolutions heretofore adopted by the City in conflict with the provisions of this Ordinance are hereby repealed insofar as they conflict with the provisions of this Ordinance.

Section 4 – Severability

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, phrases, and words of this ordinance are severable, and if any section, paragraph, sentence, clause, phrase, or word(s) of this ordinance shall be declared unconstitutional or otherwise invalid, such unconstitutionality or invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses, phrases, and words of this ordinance since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional or invalid portion of the ordinance.

Section 5 – Codification

The Chapter, Article, Division, and/or Section assignments designated in this Ordinance may be revised and altered by the codification company servicing the City’s Code of Ordinances upon supplementation of such code if, at the discretion of the editor, an alternative designation would be more reasonable. In adjusting such designations, the editor may also change other designations and numerical assignment of code sections to accommodate such changes.

Section 6 – Effective Date

This Ordinance shall be in full force and effect upon the passage of this Ordinance and its approval by the Mayor and attested by the City Clerk.

PASSED by the Council of the City of Normandy and **APPROVED** by the Mayor this ____ day of _____, 2023.

Honorable Mark Beckmann, Mayor

(SEAL)

Attest:

Khianna C. DeGarmo, City Clerk

APPROVED AS TO FORM:

Andrew R. Bramman - City Attorney

**CITY OF NORMANDY, MISSOURI
AN ORDINANCE**

1st READING _____
2nd READING _____

BILL NO. 24-04
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF NORMANDY, MISSOURI, AMENDING SECTION 390.030 AND SCHEDULES I AND IV OF THE TRAFFIC CODE OF THE CITY OF NORMANDY, MISSOURI TO ESTABLISH GROSS WEIGHT REGULATIONS, SPEED LIMITS, AND PARKING RESTRICTIONS ON HENDERSON ROAD AND ST. ANDREWS PLACE.

WHEREAS, Section 72.420 of the Revised Missouri Statutes authorizes the consolidation of two or more municipalities in St. Louis County; and

WHEREAS, pursuant to Section 72.420, and as approved by a majority of qualified voters voting thereon, the consolidation of the City of Normandy and the Village of Glen Echo Park as a new municipality, known as the City of Normandy, Missouri, was effective on February 8, 2024; and

WHEREAS, the City Council of the City of Normandy desires to amend Section 390.030 and Schedules I and IV of the Traffic Code of the Code of Ordinances of the City of Normandy to establish gross weight regulations, speed limits, and parking restrictions on the streets of the former Village of Glen Echo Park and finds that the establishment of such regulations, limits, and restrictions is in the best interest of the City and its residents.

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

Section 1

Section 390.030 of the Code of Ordinances of the City of Normandy is hereby amended by the addition of a new subsection E, to read as follows:

CHAPTER 390 COMMERCIAL VEHICLES

Section 390.030 Gross Weight Regulations

E. It shall be unlawful for any person to operate any motor vehicle licensed to carry more than twenty-six thousand (26,000) pounds over and upon Henderson Road and St. Andrews Place.

Section 2

Table I-A: Speed Limits of Schedule I: Speed Limits of the Traffic Code of the Code of Ordinances of the City of Normandy is hereby amended to read as follows:

SCHEDULE I SPEED LIMITS

Table I-A **Speed Limits**

In accordance with Section 320.010 and when signs are erected giving notice thereof, the maximum speed limits on the following highways, roads, streets, and portions thereof shall be as set forth below:

Location:	Speed:
Bermuda Road	25 M.P.H.
Henderson Road	15 M.P.H.
St. Andrews Place	15 M.P.H.
St. Ann's Lane	25 M.P.H.
Woodstock Avenue	25 M.P.H.
All other secondary roads	20 M.P.H.
 State Highways:	
Natural Bridge Road (Route 115)	30 M.P.H. Maximum
Florissant Road (Route "N")	35 M.P.H. Maximum
Interstate 70	55 M.P.H. Maximum, 40 M.P.H. Minimum

Section 3

Table IV-A: No Parking at Any Time – Tow Away Zone of Schedule IV: Parking Restrictions of the Traffic Code of the Code of Ordinances of the City of Normandy is hereby amended to read as follows:

SCHEDULE IV **PARKING RESTRICTIONS**

Table IV-A **No Parking at Any Time – Tow Away Zone**

In accordance with Section 365.030 and when signs have been erected giving notice thereof, parking shall be prohibited at all times and the Police Department shall be authorized to have any vehicle in violation thereof towed immediately whenever any vehicle is parked within seventy-five (75) feet of any intersection of any street or road with the following through streets:

Any street intersection with:

- Bermuda Road
- Florissant Road (State Route "N")
- Interstate 70
- Lucas Hunt Road (State Route "U")
- Natural Bridge Road (State Route 115)

Any unregulated "T" type intersection:

Parking shall be prohibited at all times and the Police Department shall be authorized to have any vehicle in violation thereof towed immediately whenever any vehicle is parked within fifteen (15) feet of any intersection of any street or road which is unregulated and whose intersection creates a "T".

Access ramps to and from Interstate 70:

When signs have been erected giving notice thereof, parking shall be prohibited at all times and the Police Department shall be authorized to have any vehicle in violation thereof towed immediately whenever any vehicle is parked on any access ramp or roadway to or from Interstate 70.

Specified portion of St. Andrews Place:

When signs have been erected giving notice thereof, parking shall be prohibited at all times and the Police Department shall be authorized to have any vehicle in violation thereof towed immediately whenever any vehicle is parked on either side of that portion of St. Andrews Place beginning at the easternmost property lines of 7251 and 7254 St. Andrews Place and ending at the intersection of St. Andrews Place and Henderson Road.

Section 4

Table IV-B: No Parking at Any Time of Schedule IV: Parking Restrictions of the Traffic Code of the Code of Ordinances of the City of Normandy is hereby amended to read as follows:

SCHEDULE IV PARKING RESTRICTIONS

Table IV-B No Parking at Any Time

In accordance with Section 365.030 and when signs giving notice thereof have been erected, parking shall be prohibited at all times on certain roads, streets, highways or parts thereof as specified herein:

Street Or Road	Portion Regulated
Arcola Drive	West side — Entire length. East side — Natural Bridge to Barrier.
Augusta Avenue	Both sides — Waco to cul-de-sac. North side — From Florissant Road to a point one hundred fifty (150) feet from Florissant Road.
Bellerive Drive	South side — Entire length.
Bermuda Road	Both sides — Entire length.

Bermuda Road	West side — Florissant Road to Wooddale Lane and Woodstock to Ferguson City limits. East side — Florissant Road to Ferguson City limits, except, parking shall be permitted on the shoulder on the road from a point one hundred fifty (150) feet north of Stanwood to a point seventy-five (75) feet south of Belwood and from Belwood to a point one hundred (100) feet north of Belwood.
Brand Avenue	North and west sides — From Bermuda Road to cul-de-sac at Tuxedo Court, but not within the cul-de-sac.
Castro Drive	Both sides — Bermuda Road to Ferguson City limits and Bermuda Road to Annex Court.
Circle Drive	East side — Entire length.
Circle Drive/Marietta	South side — Seventy-five (75) feet west and seventy-five (75) feet east of the intersection with Marietta Avenue.
Cool Valley Drive	West side — Entire length including cul-de-sac.
Dartmoor Drive	North side — From Bermuda Road to a point five hundred (500) feet west of Bermuda.
Evarts Avenue	East side, Lowen to Bellerive.
Faraway Drive	East side — Seventy-five (75) feet north and seventy-five (75) feet south of the intersection with Sandy Lane.
Florissant Road (Route "N")	Both sides — Entire length except where controlled by meter parking and on Sunday and south side between Oakmount and Augusta, one (1) hour parking 9:00 A.M. to 4:00 P.M.
Henderson Road	Both sides — Entire length.
Lowen Drive	West side — Entire length.

Marietta Drive	East side — Natural Bridge Road to Circle Drive west side between Florissant Road to Circle Drive.
McClare Avenue	Both sides — Entire length.
Nacomis Drive	Both sides — From Springdale Drive to a point fifty (50) feet north.
Natural Bridge Road (Route 115)	Both sides — Entire length except where controlled by meter parking and on Sundays.
Normandy Place	Entire length around median island (inside portion of curb).
Normandy Trace	Entire length.
San Bernadino Avenue	East side — Entire length.
San Diego Avenue	South side — Entire length.
Sandy Lane	Both sides — Entire length.
Santa Monica	North side — Bermuda to San Bernadino.
Santa Monica	South side — San Bernadino east to road end.
Sheriton Avenue	East and north sides — From cul-de-sac at Tuxedo Court to Brand Avenue, but not within the cul-de-sac.
St. Andrews Place	South side — Entire length.
St. Ann's Lane	West side — Entire length east side from Natural Bridge Road to a point two hundred (200) feet north and from Florissant Road to a point two hundred fifty (250) feet south.
Springdale Avenue	North side — Entire length.
Springdale Drive	South side — From the Norfolk and Western right-of-way to a point two hundred fifty (250) feet east and including the entire circumference of the circle.
Tuxedo Court	South side — From cul-de-sac at Brand Avenue to cul-de-sac at Sheriton Avenue, but not within either cul-de-sac.
Walker Lane	Both sides, including cul-de-sac.

Section 5 – Repealed

All acts and parts of Ordinances or Resolutions heretofore adopted by the City in conflict with the provisions of this Ordinance are hereby repealed insofar as they conflict with the provisions of this Ordinance.

Section 6 – Severability

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, phrases, and words of this ordinance are severable, and if any section, paragraph, sentence, clause, phrase, or word(s) of this ordinance shall be declared unconstitutional or otherwise invalid, such unconstitutionality or invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses, phrases, and words of this ordinance since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional or invalid portion of the ordinance.

Section 7 – Codification

The Chapter, Article, Division, and/or Section assignments designated in this Ordinance may be revised and altered by the codification company servicing the City’s Code of Ordinances upon supplementation of such code if, at the discretion of the editor, an alternative designation would be more reasonable. In adjusting such designations, the editor may also change other designations and numerical assignment of code sections to accommodate such changes.

Section 8 – Effective Date

This Ordinance shall be in full force and effect upon the passage of this Ordinance and its approval by the Mayor and attested by the City Clerk.

PASSED by the Council of the City of Normandy and **APPROVED** by the Mayor this ____ day of _____, 2023.

Honorable Mark Beckmann, Mayor

(SEAL)

Attest:

Khianna C. DeGarmo, City Clerk

APPROVED AS TO FORM:

Andrew R. Bramman - City Attorney

**CITY OF NORMANDY, MISSOURI
AN ORDINANCE**

1st READING _____
2nd READING _____

BILL NO. _____
ORDINANCE NO. _____

AN ORDINANCE UPDATING AND CODIFYING A SEWER LATERAL REPAIR PROGRAM FOR RESIDENTS OF THE CITY OF NORMANDY, MISSOURI.

WHEREAS, Section 249.422 of the Revised Statutes of Missouri authorizes any city located within the boundaries of a sewer district established pursuant to Article VI, Section 30(a) of the Missouri Constitution to levy and impose an annual fee not to exceed fifty dollars for the repair of lateral sewer service lines or connecting residential property having six or less dwelling units; and

WHEREAS, the City of Normandy, satisfying the criteria of Section 249.422, has previously adopted a sewer lateral program levying an annual fee of \$28.00; and

WHEREAS, on August 8, 2023, a proposal to consolidate the City of Normandy and the City of Glen Echo Park was submitted to and approved by a majority of voters of both municipalities; and

WHEREAS, pursuant to the August 8, 2023, approval of the aforementioned proposal, a majority of the qualified voters of the City of Normandy voting thereon approved an increase to the current levy for the sewer lateral program; and

WHEREAS, the City Council of the City of Normandy, Missouri wishes to amend its existing sewer lateral repair program to increase the existing levy according to the rate approved by a majority of qualified voters voting thereon and to make certain changes to the structure and the implementation of the existing program, such amendments being found to be in the best interest of the health and safety of the City and its residents;

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

Section One.

The City Code of the City of Normandy is hereby amended by the enactment of a new Section 255 of the Code of Ordinances of the City of Normandy, which will read as follows:

CHAPTER 255 SEWER LATERAL PROGRAM

Section 255.010 Sewer Lateral Program

1. DEFINITIONS

A. As used in this Section, the terms herein shall be defined as follows:

1. Eligible Property. Any single-family lot, residential property having six or less dwelling units thereon, or condominiums that have six or less condominium units per building.

Formatted: Font: (Default) Times New Roman, 12 pt, Italic

Formatted: Font: (Default) Times New Roman, 12 pt

Formatted: Indent: Left: 1.5", Hanging: 0.5"

2. Eligible Line. Any portion of a private sewer lateral line servicing an Eligible Property, extending from the public sewer main to five (5) feet from the foundation of the structure serviced by the private sewer lateral line.

Formatted: Indent: Left: 1.5", Hanging: 0.5", No bullets or numbering

Formatted: Font: (Default) Times New Roman, 12 pt, Italic

Formatted: Font: (Default) Times New Roman, 12 pt

Formatted: Font: (Default) Times New Roman, 12 pt

Formatted: Indent: Left: 1", No bullets or numbering

4.2. ELIGIBILITY

- A. This policy will be effective February 8, 2024.
- B. The owner of ~~any any residential property having six or less dwelling units thereon~~ Eligible Property may recover one hundred percent (100%) of the authorized costs (not to exceed ~~ten thousand dollars (\$10,000.00)~~), in repairing defective sewer lateral service lines serving the property of the owner, in compliance with the City's policy and procedures governing this program.
- C. Each owner of ~~residential property having six or less dwelling units thereon~~ an Eligible Property shall be assessed fifty dollars (\$50.00) per year on their annual general tax levy bill for each such property. Owners of ~~residential property~~ Eligible Property who are delinquent in paying any City taxes, fees, or assessments will not be allowed to participate in the program until all taxes, fees, assessment, and interest have been paid.
- D. This program will not cover any costs associated with sewer lateral repairs performed prior to February 8, 2024.
- E. Applicants bear the burden to show that there is an eligible repair to the sewer lateral service line serving their property pursuant to the coverage, exclusions, and processes outlined herein.
Reimbursements to homeowners will be based on a first come first served basis.

2. PROCEDURE

Formatted: Font: (Default) Times New Roman, 12 pt

Formatted: Normal, Left, No bullets or numbering

Formatted: Normal, Left, Indent: Left: 0"

A. ~~A sewer lateral service line is the sewer line, which extends three to five (3-5) feet from the outside of the building foundation wall or exterior wall to the sewer main in the street or sewer easement. It does not include a sewer line located under any part of any building. A sewer lateral service line may be located in a front, side, or rear yard.~~

Formatted: Normal, Left, No bullets or numbering

Formatted: Normal, Left, Indent: Left: 0"

B. ~~If a property owner is experiencing a problem with their sewer lateral service line, the owner must first contact a St Louis County licensed plumbing contractor or a St Louis County licensed drainlayer contractor and have the line cabled or jetted. (The problem may be a clogged line, and not a defective~~

Formatted: Normal, Left, No bullets or numbering

sewer lateral service line.) The cost of cabling or jetting is not reimbursable by the City because this is a home maintenance expense. If the problem is not resolved by cabling or jetting of the line, the owner should contact the City Clerk to obtain an application and instructions for participation in the program.

3. APPLICATION BY PROPERTY OWNER

A. The property owner (not a tenant or property manager) must submit the application to participate in the program, prior to any repair work of the sewer lateral service line.

B. A completed application form shall be submitted to the City Clerk by the property owner with:

1. A signed and notarized statement completed by the St. Louis County Licensed Master Plumber or Drainlayer who verified the need for sewer lateral repair;

2. Paid receipt for all current year taxes, fees and assessments;

3. One copy of a camera video of the entire sewer lateral service line showing the break, the video will be kept by the City for its records; and

4. Three (3) bids from St. Louis County licensed Master Plumber or Drainlaying contractors.

4. CITY REVIEW

A. The City will review the application along with the information submitted by the St. Louis County Licensed Master Plumber or Drainlayer and will accept or deny the application.

B. Upon approval of an application and at the City's discretion, inspections may be performed periodically to verify repairs.

5. REPAIR PROCEDURE

A. The property owner will be responsible for the hiring of a contractor to perform the repairs.

B. In addition to repair of the sewer lateral service line, this program will also be used to defray the costs to replace street side sidewalks, driveway approaches and streets to the extent they are damaged and/or removed to accomplish the repair, for a total reimbursement up to a maximum of dollars (\$.00).

C. Upon completion of the work the property owner shall provide the City Clerk for review and approval with the following:

1. Written verification of acceptance of the repair work by the property owner; and

2. A notarized paid receipt and itemized bill for the repair.

Formatted: Normal, Justified, Indent: Left: 1", Hanging: 0.5"

Formatted: Indent: Left: 0", First line: 0"

Formatted: Indent: Left: 0"

Formatted: Indent: Left: 0", First line: 0"

Formatted: Indent: Left: 0"

Formatted: Indent: Left: 0", First line: 0"

Formatted: Indent: Left: 0"

Formatted: Indent: Left: 0", First line: 0"

D. ~~The City will issue a reimbursement check for one hundred percent (100%) of the authorized costs, directly to the owner(s) of record as listed with the St. Louis County Recorder of Deeds office, not to exceed the lowest bid, up to a maximum of _____ dollars (\$_____.00).~~

63. ELIGIBLE REIMBURSEMENT COSTS/COVERAGE

A. The following ~~costs~~ are authorized for repair or reimbursement under the program up to a maximum of _____ ~~ten thousand~~ dollars (\$_____ (\$10,000.00):

1. Repair to an Eligible Line~~The cost of removal of any site improvements (i.e., fences, sidewalks, driveway, etc.) necessary for excavation to repair or replace the sewer.~~
2. Repair to any crack or damage to a portion of Eligible Line that prevents the line from properly functioning or poses a threat to property or the environment~~The cost of excavation and repair of the defective sewer lateral service line and the cost of the video taping of the entire line. This program does not cover excavation and repair under any structure, including the home.~~
3. The repair of any damage to a public sidewalk or public street caused by an eligible repair through the sewer lateral program~~The cost of restoration of any street, street-side sidewalk, or driveway approach.~~
4. Backfilling with rock and/or soil and seeding and strawing the area after an eligible repair.
5. Installation of a sewer lateral clean out after a repair, as needed, solely at the discretion of the City of Normandy.

47. NON-ELIGIBLE COSTS/EXCLUSIONS

A. The following ~~costs~~ are not authorized for repair or reimbursement under the program:

1. The cost of interior clean-up or other damage to the interior of the home or personal property caused by sanitary sewer back-ups resulting from the failure of the sanitary sewer lateral.
2. The cost of lost wages or income to the property owner or occupant due to absence from work necessary to work with the City or contractors to complete the repairs under the program.
3. The ~~initial~~ cost of cabling, jetting, or other methods to attempt to clear the blockage prior to repair or the cost of any camera inspection made before application to the program.

4. Any cost determined in the City's sole discretion to be the result of a natural disaster, negligence, or damage caused during the course of other excavation or construction on the site.
5. Replacement of or repairs to any flowers, bushes, trees, landscaping and other similar yard improvements.
6. Replacement of or repairs to any utilities, lawn irrigation systems, low voltage and high voltage wiring and other similar equipment, materials, or related devices.
7. The repair or replacement of any septic tank or private treatment systems.
8. The repair or replacement cost of any sod, decks, concrete work (except for public sidewalk and street repair), retaining walls, or out-buildings that may be damaged during the repair of the sewer lateral.
9. Any cost over the ten-thousand-dollar (\$10,000.00) maximum for any single repair.
10. The cost of a video camera inspection if no damage eligible for coverage is found.
11. The repair of any damage to a commercial, industrial, mixed-use, or multi-family properties with more than six dwelling units.
12. Any damage to a sewer lateral line other than an Eligible Line as defined in this Section.
13. Any backup or clog of a sewer lateral caused by roots or poor maintenance practices.
14. The repair or installation of a vertical clean-out that does not cause the lateral to be defective and is not incidental to a covered repair.

5. APPLICATION AND REPAIR

- A. Eligible applicants may make an application to the City of Normandy on an application provided by the City.
- B. Applicants must show proof that there is likely an eligible break in their Eligible Line in the form of:
 1. A recent cabling or jetting bill from within the last 90-days that did not alleviate the sewer back-up;

- Formatted: Indent: Left: 1.5", No bullets or numbering
- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: Normal, No bullets or numbering
- Formatted: Indent: Left: 1.5", Hanging: 0.5"
- Formatted: Indent: Left: 2", No bullets or numbering

- 2. A statement from a licensed plumber that a broken sewer lateral line is suspected;
- 3. A dye test showing from the sewer main that there is a break in the sewer lateral; or
- 4. A camera inspection showing a break in the sewer lateral line.

C. A deposit of three hundred dollars (\$300.00) to the Sewer Lateral Repair Fund shall be required from the property owner or agent upon application. The deposit will be returned if an eligible break is found, and a repair is made pursuant to the program. If a covered defect in the line is not found, the deposit shall be forfeited to the City in order to cover the cost of conducting a camera inspection and administrative costs. Applicants with a dye test showing a break shall not be required to submit a deposit.

D. Upon approval of the application and the successful location of the covered defect in the sewer lateral line, the City shall select a qualified contractor to conduct the repair in accordance with Chapter 145 of the City of Normandy Code of Ordinances. If the repair involves the removal or destruction of property not covered by the program, the written consent of the homeowner shall be required. Once a contractor is selected, the property owner shall be responsible for scheduling the time of repair with the contractor and allowing the contractor access to their property to make the repair.

86. FUND

A. No ~~individual single~~ repair shall be charged against the fund in an amount ~~in excess of more than~~ ten-thousand dollars (\$10,000.00). Any costs ~~in excess of more than~~ this amount shall be the responsibility of the property owner.

B. A special account shall be created solely for the purpose of paying for all or a portion of the cost reasonably associated with and necessary to administer and carry out the ~~repair of defective lateral sewer service line repairs~~ Eligible Lines. All interest generated on deposited funds shall be accrued to the special account established for the repair of ~~lateral sewer service lines~~ Eligible Lines and shall be known as the Sewer Lateral Repair Fund. Reimbursements to homeowners will be based on a first come first served basis. Reimbursements shall not exceed the amount in the fund at any time. If the fund becomes insolvent during any calendar year, ~~the homeowner applicants~~ must wait for reimbursement out of the next year's fund revenue.

A. For each repair made pursuant to this program, the Sewer Lateral Repair Fund shall transfer one hundred (\$100.00) to the General Fund of the City to pay for administrative cost required to administer the program.

- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: Indent: Left: 1.5", Hanging: 0.5"
- Formatted: Indent: Left: 2", No bullets or numbering
- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: Indent: Left: 1.5", Hanging: 0.5"
- Formatted: Indent: Left: 2", No bullets or numbering
- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: Indent: Left: 1.5", Hanging: 0.5", Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 1.5" + Indent at: 1.75"
- Formatted: Indent: Left: 1.5", No bullets or numbering
- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: Indent: Left: 1", Hanging: 0.5"
- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: Indent: Left: 1.5", No bullets or numbering
- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: List Paragraph, Indent: Left: 1", Hanging: 0.5", Numbered + Level: 1 + Numbering Style: A, B, C, ... + Start at: 1 + Alignment: Left + Aligned at: 1" + Indent at: 1.25"
- Formatted: Font: (Default) Times New Roman, 12 pt
- Formatted: Font: (Default) Times New Roman, 12 pt

Formatted: Indent: Left: 1.5", No bullets or numbering

~~C.B.~~ The City Council may periodically amend these guidelines in the best interest of the City and its homeowners as allowed by State law.

Section Two.

It is hereby declared to be the intention of the City Council that each and every part, section and subsection of this Ordinance shall be separate and severable from each and every other part, section and subsection hereof and that the City Council intends to adopt each said part, section and subsection separately and independently of any other part, section and subsection. In the event that any part of this Ordinance shall be determined to be or to have been unlawful or unconstitutional, the remaining parts, sections and subsections shall be and remain in full force and effect.

Section Three.

All acts and parts of Ordinances or Resolutions heretofore adopted by the City in conflict with the provisions of this Ordinance are hereby repealed insofar as they conflict with the provisions of this Ordinance.

Section Four.

The Chapter, Article, Division, and/or Section assignments designated in this Ordinance may be revised and altered by the codification company servicing the City's Code of Ordinances upon supplementation of such code if, at the discretion of the editor, an alternative designation would be more reasonable. In adjusting such designations, the editor may also change other designations and numerical assignment of code sections to accommodate such changes.

Section Five.

This Ordinance shall be in full force and effect upon the passage of this Ordinance and its approval by the Mayor and attested by the City Clerk.

PASSED by the Council of the City of Normandy and **APPROVED** by the Mayor this ___th day of _____, 2023.

Honorable Mark Beckmann, Mayor

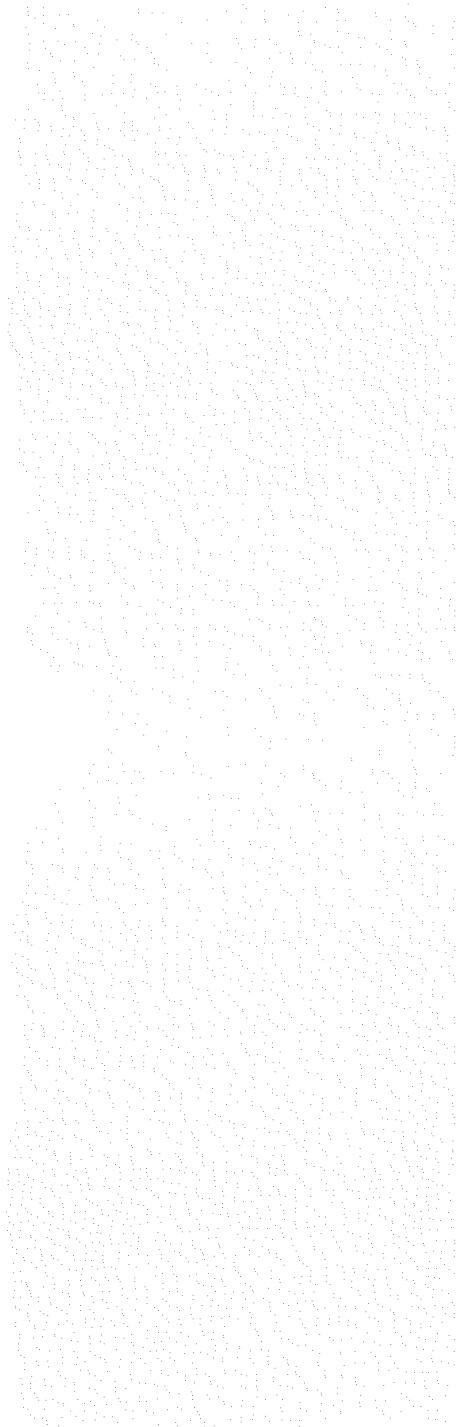
(SEAL)

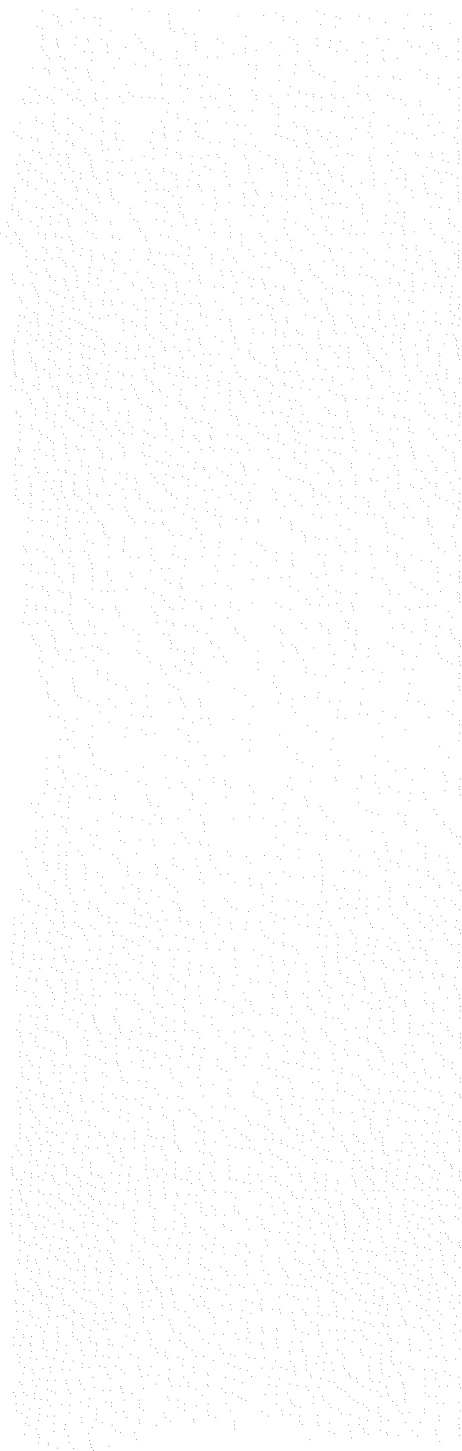
Attest:

Khianna C. DeGarmo, City Clerk

APPROVED AS TO FORM:

Andrew R. Bramman, City Attorney





**RESOLUTION
CITY OF NORMANDY, MISSOURI**

RESOLUTION NO. 24-01

A RESOLUTION OF THE CITY OF NORMANDY, MISSOURI, AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH WEIS DESIGN GROUP TO PERFORM A STREET ASSESSMENT.

WHEREAS, the City of Normandy sent out Request for Qualifications for firms interested in providing professional services for the completion of a street assessment of Normandy maintained streets; and,

WHEREAS, the process was consistent with the purchasing requirements of Chapter 145 of the Code of Ordinances of the City of Normandy; and,

WHEREAS, the firm selected was found to be the most qualified in consideration of their experience with similar projects in other municipalities in the local area with similar needs; and,

WHEREAS, the City Council finds it in the best interest of the City of Normandy to enter into an agreement with Weis Design Group to conduct a street assessment.

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

The City Administrator and or Mayor are hereby authorized to enter into the agreement with Weis Design Group attached hereto in Exhibit A.

PASSED by the City Council of the City of Normandy, Missouri on this ___**th** day of _____, 2024.

(SEAL)

Mark Beckmann, Mayor

ATTEST:

Khianna C. DeGarmo, City Clerk

APPROVED AS TO FORM:

Andrew R. Bramman - Legal Counsel

EXHIBIT A



16286 Westwoods Business Park Drive Ellisville, MO 63021
636.207.0832 (O) | wdg@weisdesigngroup.com
www.weisdesigngroup.com

PROPOSAL OF PROFESSIONAL SERVICES

Date: January 5, 2024
Name of Client: City of Normandy
7700 Natural Bridge Road
Normandy, MO 63121
Reference: 2024 Street Rating Map

Weis Design Group is pleased to submit this proposal to the City of Normandy for evaluating the existing conditions of the pavement within the City.

SCOPE OF SERVICES/DELIVERABLES:

- A complete inventory of City maintained pavement conditions
- An analysis of pavement conditions and long-term plan for suggested repairs and reconstruction
- Preliminary cost estimates for suggested repairs and reconstruction
- Excludes the following streets: Henderson, St. Andrew, Salerno, Walker Lane, and Normandy Trace
- A color-coded Pavement Rating Map for City to use as a visual for City staff & Board
- Attendance of one meeting to present full analysis of pavement conditions, cost estimates with suggested repairs, and color-coded Pavement Rating Map

PROFESSIONAL SERVICES FEE: \$17,600.00

**Reduced fee by \$4,400.00, based on utilizing existing data/prior research provided by the City on 12.13.23.*

REIMBURSABLE COSTS: (Items not included in above services)

- Plotting and printing, including conceptual drawings
- Mileage
- Postage/Shipping/Delivery Charges

ADDITIONAL SERVICES:

- Construction Staking/Layout
- Utility Coordination
- SWPP Inspection & Reporting
- Sub-grade and Base Aggregate Density Testing

If you find this proposal acceptable, please return a signed copy as authorization for Weis Design Group to proceed with these services.

Authorized Signature

Date

Weis Design Group, Inc. understands the balance of priorities in managing local roadways within City's budget. Priorities can be based on pavement condition and/or the local importance of these roads. To assist with organizing and managing the City's roadway inventory, WDG has adopted six items to help you formalize your inventory.

1. Digital Map Creation:

WDG will compile map information from St. Louis County Mapping and Technical Services as a basis for general street location and boundaries. This map was then used as part of a pavement rating map.

2. Pavement Inventory and Evaluation:

WDG will create a database and spreadsheet system to inventory, evaluate and rate all streets.

3. Cost Estimate:

WDG will use the condition evaluations to set priorities for projects, select alternate treatments and develop a cost estimate for each street.

4. Budgeting:

WDG will assist the City in determining a schedule of streets to be repaired. Funding options evaluated include: City Funds, Grants and Bonding.

5. Construction:

WDG will establish a schedule and proceed with the design and construction of the improvements, once the budget and a funding source is established by the Board. This step follows separate authorization from the City, following agreed upon construction budget.

6. Monitoring:

Following construction, WDG will periodically evaluate the condition of all pavements. This step follows separate authorization from the City, following pavement design and construction authorization.

GOALS OF THE WDG/PASER SYSTEM:

PASER (Pavement Inventory, Surface Evaluation, and Rating)

- Select appropriate treatments for each street
- Evaluate roadways competing for immediate attention
- Anticipate future deterioration and apply inexpensive maintenance options while they are still feasible
- Justify budgets for roadway improvements that are adequate to keep the roads in good condition, so they will remain less expensive over the long term

Visual Evaluation of Local Roadways:

Pavement surface visual evaluation is an appropriate tool for governmental units, and can be used on any size road system. It can be implemented inexpensively and can provide a wealth of valuable information at a very reasonable cost.

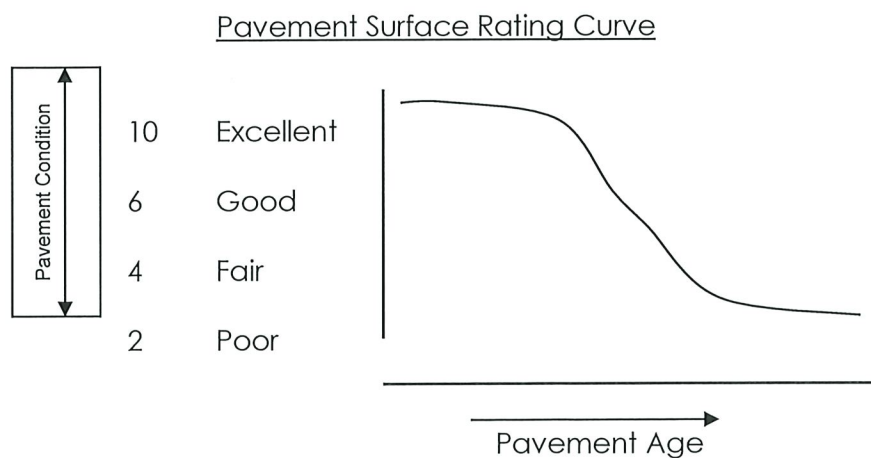
Visual evaluation is best for planning because it gives a picture of road conditions on all roads and can identify candidates for maintenance and rehabilitation. When you select and design specific projects you may need additional data. Structural (deflection), void detection testing can be very useful, for example, in designing the best overlay or reconstruction method. You can use pavement ride, skid resistance and other safety considerations when selecting final priorities and types of improvement. These are additional techniques which may be required prior to completion of construction documents.

Using visual inspection to develop a condition rating expands on the procedure many local agencies use already. Elected officials periodically review the condition of the road system to set priorities and budgets. This system described simply formalizes this procedure to improve consistency from year to year and between individuals. It results in a system that improves the credibility of recommendations to the public and allows for better planning and decision making. There are many pavement condition evaluation systems in use today; many of which are more difficult and expensive.

Rating Pavement & Surface Conditions:

The rating scale ranges between 2 (failed condition) and 10 (excellent condition). In general, most pavements will deteriorate through the phases listed in the rating scale. However, it is common for pavements to skip several levels when major defects appear or when the pavement is repaired. The time it takes to go from an excellent (10) to a very poor condition (2) depends largely on the quality of the original construction and the amount of heavy traffic.

Once significant deterioration begins, it is common to see pavements deteriorate rapidly. This is usually due to the combination of traffic loading and moisture. As a pavement ages and additional cracking develops, more moisture can enter the pavement and accelerate the rate of deterioration.



Pavement Surface Rating Categories

Ratings	7-10	Acceptable condition, first signs of wear, scaling, or cracking, needs minor routine maintenance (crack sealing and minor patching)
Ratings	4-7	Below average to severe faulting, multiple slab cracking, and joint failure, requires extensive slab or joint rehabilitation, structural improvements and leveling (overlay or recycling) are needed
Ratings	1-4	Pavement failure, or meets no current standards, requires complete reconstruction

Note: An overall higher rated street may have an isolated problem which might require significant cost but does not affect the pavement condition.

Rating Pavement Drainage Conditions:

Moisture and poor pavement drainage are significant factors in pavement deterioration. We consider pavement surface drainage, curb condition, as well as lateral drainage (ditches or storm sewers) during our visual inspection of the roadways. It is important that the pavement can quickly shed water off the surface into the storm sewers, or lateral ditches, and that the ditches are large enough and deep enough to drain the pavement and remove the surface water efficiently into adjacent waterways. Assessment of drainage conditions is highly recommended in addition to rating pavement surface conditions. During the visual evaluation of surface conditions, WDG conducts a *simple* drainage evaluation.

We look at the roadway crown and check for low surface areas that permit ponding. Paved surfaces should have approximately a two percent cross slope, or crown across the roadway. This will provide approximately 2 1/2 inches of fall on an 11-foot traffic lane.

The ability for a roadway to carry heavy traffic loads depends not only on the pavement materials (asphalt surfacing and granular base), but also the strength of the underlying soils. Since most soils lose strength when they are wet, it is important to provide drainage to the top layer of the subgrade supporting the pavement structure.

We recommend that the City periodically check culverts and storm drain systems. Storm drainage systems that are silted in, have a large accumulation of debris, or are in poor structural condition will also degrade pavement performance. The simple visual rating scale below can be used to evaluate drainage.

Pavement Drainage Rating Categories

Rating	Description
Good	Adequate drainage. No evidence of flooding, erosion, ponding or water damage. Ditches or storm sewer (curb and gutter) adequate size and good condition. Culverts clean and sound. Pavement has adequate crown and drains well.
Fair	Ditches or storm sewers present but below standard. Shallow ditches or storm sewer causes occasional flooding. Pavement has some crown. Culverts in sound condition but some sediment present.
Poor	Evidence of frequent flooding, ponding, erosion or drainage damage. No ditches, storm sewers or curb and gutter. No pavement crown - causes ponding. Culverts in poor structural condition or filled with sediment.

PAVEMENT: *Concrete Pavement & Asphalt Pavement*

So-called "rigid" pavements (concrete) carry traffic loadings differently than flexible pavements (asphalt). Concrete pavements are designed to act like a beam and use the bending strength of the slabs to carry the load. Therefore, load transfer across cracks and joints is important, especially on roads with heavy truck and bus traffic. Hairline and narrow cracks still have interlocked concrete aggregate and can effectively transfer loads. Wide cracks and widely spaced joints, on the other hand, open and cannot transfer loads and must take higher edge loads. These higher edge loads can cause further cracking and deterioration along the joint, or crack edges.

Unsupported slab edges will deflect, or bend under a load. If the supporting soil is saturated it can squirt up through joints or cracks when the slab bends. This is called *pumping*. Eventually the loss of supporting soil through pumping creates an empty space or void under the slab. The slabs may then crack further under loads and joints deteriorate more. You can often detect pumping by the soil stains around pavement joints or cracks. The resulting voids can be grouted or sub-sealed. Slabs can be leveled by slab jacking, or mud jacking. Sealing cracks & joints and improving drainage of the subsoils will help reduce pumping, faulting, and joint failures. In addition, undoweled joints, under heavy truck traffic, may *fault*. This is when one slab edge is lower than the next slab. The downstream traffic slab will be lower than the upstream slab creating a step. Faulting creates a poor ride.

Causes of Distress & Deterioration:

There are four major categories of common asphalt pavement surface distress:

1. Surface Defects: raveling, flushing, polishing
2. Surface Deformation: rutting, rippling, and shoving, setting, frost heave

3. Cracking: transverse, reflective, longitudinal, block and alligator cracks
4. Patches and Potholes

Deterioration has two general causes:

- Environmental: due to weathering and aging
- Structural: caused by repeated traffic loading

The rate at which pavement deteriorates depends on its environment, traffic loading conditions, original construction quality, and interim maintenance procedures. Poor quality materials, or poor construction procedures can significantly reduce the life of a pavement. Timely and effective maintenance can extend the life of a pavement. Crack sealing and seal coating can reduce the effect of moisture in aging of asphalt pavement.

With all these variables, it is easy to see why pavements deteriorate at various rates and why we find pavements in various stages of disrepair. Recognizing defects and understanding their causes helps us rate pavement condition and select cost-effective repairs.

Budgeting / Financing for your Roadways:

City Budget: Weis Design Group recommends the City create an organized and consolidated Roadway Inventory and Pavement Rating Map to help determine which streets can be repaired using your Maintenance Fund. Examples of projects WDG recommends using City Maintenance budget for: Pavement Rating Map, crack sealing, and minor patching. Using maintenance money for capital improvements and roadway reconstruction repairs will severely hamper the effectiveness of a widespread street maintenance program. Therefore, it is our recommendation that the City consider alternate funding sources for these reconstruction type projects, so that one or two streets do not receive the entire annual maintenance budget.

Grants: Weis Design Group has helped several local municipalities secure over \$65 million dollars in STP-S (Surface Transportation Block Grants – Suballocated) grants to help repair and rebuild their eligible roadways. WDG recommends the City utilize these grant applications to fund eligible street repairs and reconstruction (i.e. collector roads) as part of the street repair program.

Bond Issues: Weis Design Group has successfully helped local municipalities budget their funds from recently sold bonds. *The Roadway Inventory and Pavement Rating Map is a critical step needed to track the work performed following the sale of a Bond Issue.* We work on behalf of your City, along with a financial representative, to ensure you successfully estimated the funding needing to repair the roadways, storm sewers, parks or municipal facilities!

Terms and Conditions

Weis Design Group (WDG) shall perform the services outlined in this Agreement for the stated fee arrangement.

Fee

The total fee, except stated lump sum, shall be understood to be an estimate, based upon Scope of Services, and shall not be exceeded by more than ten percent without written approval of the Client. Where the fee arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered.

Billings/Payments

Invoices will be submitted monthly for services and reimbursable expenses and are due when rendered. Invoices shall be considered past due if not paid within 30 days after the invoice date and WDG may, without waiving any claim or right against Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice. A service charge will be charged at 1.5% (or the legal rate) per month on the unpaid balance. In the event any portion of an account remains unpaid 90 days after billing, the Client shall pay cost of collection, including reasonable attorneys' fees.

Access To Site

Unless otherwise stated, WDG will have access to the site for activities necessary for the performance of the services. WDG will take precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage. **Normandy City Attorney Edit: WDG shall be responsible for the cost of all restoration resulting from the willful or negligent acts of WDG or its employees.**

Hidden Conditions and Hazardous Materials

A structural condition is hidden if it is concealed by an existing finish or if it cannot be investigated by reasonable visual observation. If WDG has reason to believe that a structurally deficient condition may exist, WDG shall notify the Client who shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If (1) the Client fails to authorize such investigation or correction after due notification, or (2) WDG has no reason to believe that such a condition exists, the Client is responsible for all risks associated with this condition, and WDG shall not be responsible for the existing condition nor any resulting damages to persons or property. WDG shall have no responsibility for the discovery, presence, handling, removal, disposal, or exposure of persons to hazardous materials of any form.

~~Indemnification~~

~~WDG shall indemnify and hold harmless the Client and its personnel against any and all claims, damages, losses and expenses to the extent they are caused by the negligent acts, errors, or omissions of WDG or its employees in the performance of its services under this Agreement, subject to the Risk Allocation provisions. The Client shall indemnify and hold harmless WDG and all of its personnel from and against any and all claims, damages, losses and expenses arising out of or resulting from the performance of the services, provided that any such claims, damage, loss or expense is caused in whole or in part by the negligent act or omission and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except WDG) or anyone for whose acts any of them may be liable. This indemnification shall include any claim, damage or loss due to the presence of hazardous materials.~~

~~Risk Allocation~~

~~In recognition of the relative risks, rewards and benefits of the Project to both the Client and the Weis Design Group (WDG), the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, the WDG's total liability to the Client for any and all injuries, claims, losses, expenses, damages or claim expenses rising out of this Agreement, from any cause or causes, shall not exceed the amount of \$30,000, the amount of the SE's fees (whichever is greater), or other amount agreed upon. Such cause or causes include, but are not limited to, the WDG's negligent acts, errors, omissions, strict liability, breach of contract, breach of expressed or implied warranty, or any other theory of legal liability. This limitation of liability shall apply to WDG and its officers, members, directors, partners, agents, employees, and subconsultants.~~

Termination of Services

This Agreement may be terminated upon 10 days written notice by either party should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay WDG for all services rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

Ownership Documents

All documents produced by WDG under this Agreement shall remain the property of WDG and may not be used by the Client for any other endeavor without the written consent of WDG.

Dispute Resolution

The Weis Design Group (WDG) and Client agree to negotiate any claim(s) or dispute(s) arising out of or related to the agreement between them in good faith prior to exercising any other provision of this Agreement. If a claim or dispute between WDG and Client cannot be settled within 30 days by good faith negotiations WDG and Client agree to submit it to mediation in accordance with the Construction Rules of the American Arbitration Association. If the claim or dispute cannot be settled by good faith negotiations or mediation then either party may exercise their rights under law. In no event shall a claim or dispute be made or sustained if it would be barred by the applicable statute of limitations.

Opinion of Probable Construction Cost

As part of the Deliverables, WDG may submit to the CLIENT an opinion of probable cost required to construct work recommended, designed, or specified by WDG, if required by CLIENT. WDG is not a construction cost estimator or construction contractor, nor should WDG'S rendering an opinion of probable construction costs be considered equivalent to the nature and extent of service a construction cost estimator or construction contractor would provide.

This requires WDG to make a number of assumptions as to actual conditions that will be encountered on site; the specific decisions of other design professionals engaged; the means and methods of construction the contractor will employ; the cost and extent of labor, equipment and materials the contractor will employ; contractor's techniques in determining prices and market conditions at the time, and other factors over which WDG has no control. Given the assumptions which must be made, WDG cannot guarantee the accuracy of its opinions of cost, and in recognition of that fact, the CLIENT waives any claim against WDG relative to the accuracy of WDG'S opinion of probable construction cost.

Construction Observation Without Design

It is agreed that the professional services of WDG are limited to a review and observation of the work of the contractor to ascertain that such work is proceeding in general accordance with the contract documents and that such contract documents have not been prepared by the WDG. Unless otherwise stated, the CLIENT warrants that any documents provided to WDG by the CLIENT or by the prior consultant may be relied upon as to their accuracy and completeness without independent investigation by the successor consultant and that the CLIENT has the right to provide such documents to WDG free of any claims of copyright or patent infringement or violation of any other party's rights in intellectual property. ~~It is further agreed that the CLIENT will defend, indemnify and hold harmless WDG from any claim or suit whatsoever, including all payments, expenses or costs, arising from or alleged to have arisen from an error or omission in the plans, specifications or contract documents. WDG agrees to be responsible for its employees own negligent acts, errors or omissions in the performance of their professional services.~~

Force Majeure

The CLIENT agrees that WDG is not responsible for damages arising directly or indirectly from any delays for causes beyond WDG's control. ~~CLIENT agrees to defend, indemnify, and hold WDG, its consultants, agents, and employees harmless from any and all liability, other than that caused by the negligent acts, errors, or omissions of COMPANY, arising out of or resulting from the same.~~ For purposes of this AGREEMENT, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters or acts of God; fires, riots, war or other emergencies; disease epidemic or pandemic; failure of any government agency to act in a timely manner; failure of performance by the CLIENT or the CLIENT'S contractors or consultants; or discovery of any hazardous substances or differing site conditions. Severe weather disruptions include but are not limited to extensive rain, high winds, snow greater than two (2) inches and ice. In addition, if the delays resulting from any such causes increase the cost or time required by WDG to perform its services in an orderly and efficient manner, WDG shall be entitled to a reasonable adjustment in schedule and compensation.

Information Provided by Others

The CLIENT shall furnish, at the CLIENT's expense, all information, requirements, reports, data, surveys and instructions required by this AGREEMENT. WDG may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof. WDG shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the CLIENT and/or the CLIENT's consultants and contractors. WDG is not responsible for accuracy of any plans, surveys or information of any type including electronic media prepared by any other consultants, etc. provided to WDG for use in preparation of plans. ~~The CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the WDG from any damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, arising out of or connected in any way with the services performed by other consultants engaged by the CLIENT. WDG is not responsible for accuracy of topographic surveys provided by others. A field check of a topographic survey provided by others will not be done under this AGREEMENT unless indicated in the Scope of Services.~~

PAVEMENT RATING SURVEY



Table of Contents

Cover Letter	Page 1
WDG Information	Page 2
WDG Project Experience	Pages 3-7
WDG Staff Qualifications	Page 8
Project Understanding	Page 9
References	Page 10

Weis Design Group

16286 Westwoods Business Park Drive
Ellisville, MO 63021

Contact: Lindsay M. Weis-Smith
(E): lweis-smith@weisdesigngroup.com
(C): 636-207-0832

RFQ Date: November 17, 2023

Celebrating 54 years of municipal engineering!

WDG Weis Design Group

636.207.0832 | wdg@weisdesigngroup.com
16286 Westwoods Business Park Drive | Ellisville, MO | 63021
O: 636.207.0832 | F: 636.207.0328 | www.weisdesigngroup.com

Ellisville | Cottleville | Sauget

November 17, 2023

Normandy City Hall
7700 Natural Bridge Road
Normandy, MO 63121



RE: Qualifications - Pavement Condition Survey

Dear Sam Johnson:

Weis Design Group, Inc. (WDG) appreciates the opportunity to submit our qualifications to the City of Normandy for performing a Pavement Condition Survey. WDG is extremely experienced in evaluating municipal roadway conditions, understanding the needs for improving them, working with City staff to communicate this to the City Officials & residents, and assisting with allocating proper budgets to implement the improvements proposed. WDG is an approved consultant on the MoDOT Pre-qualification List and compliant with all LPA Financial and On-Call requirements. Weis Design Group is ready to assist the City in accomplishing its goals and completing future successful projects.

Weis Design Group is a [civil engineering firm](#) that was founded in 1969. WDG provides accessible, on-call service to municipalities throughout Missouri and Illinois. With more than [54 years of experience](#), Weis Design Group offers [planning](#), grant writing, design, and construction administration on projects that include, but are not limited to: roadways, stormwater and wastewater collection, trails, sidewalks, shared use paths, ADA accessibility, parks improvements, athletic fields, multi-use courts, and parking lots.

Service to our clients is the foundation of our business. Our first three clients are still clients of Weis Design Group today. Our goal is to provide outstanding service as well as promote a long-standing partnership with each client. [Weis Design Group has a vast amount of experience working with municipalities similar in size to Normandy.](#) With each project, Tom Weis and myself (Lindsay) work closely with both City Staff and Elected Officials to ensure a smooth project experience. We meet with City Staff and Elected Officials to understand and create a more detailed project scope, prepare a detailed cost estimate, prepare grant documents (if desired), create 3D renderings (if desired) to show residents and local businesses what the projects will look like, design the improvements, work with local utilities and agencies on approvals, create bid documents and specifications in order for the City to receive competitive bids, and administer all construction .

WHY WEIS DESIGN GROUP? [LOCAL, RELIABLE, 54 YEARS OF MUNICIPAL EXPERIENCE, MUNICIPAL PLANNING & DESIGN EXPERTS](#)

We would greatly appreciate the opportunity to continue show you our outstanding & quality professional engineering services. Should you have any questions or require additional information, please contact me at 314.565.1164 (cell) or lweis-smith@weisdesigngroup.com.

Respectfully Submitted,

Lindsay M. Weis-Smith

President

Contact

Lindsay M. Weis-Smith
President
lweis-smith@weisdesigngroup.com

Thomas P. Weis, P.E.
Vice-President
tpw@weisdesigngroup.com
16286 Westwoods Bus. Pk. Dr.
Ellisville, MO 63021
(P) 314.565.1164
www.weisdesigngroup.com

*LOCAL,
FAMILY-OWNED,
SMALL BUSINESS
FEIN: 43-1179664*



Weis Design Group is a proud member of the [St. Louis County Municipal League](#)

Weis Design Group is a proud member of the [American Council of Engineering Companies \(ACEC\)](#)

Weis Design Group is a proud member of the [St. Louis Area City Manager Association \(SLACMA\)](#)

THE FOUNDATION

Service to clients is the foundation of our business.

Weis Design Group (WDG) is a civil engineering and architecture firm that was **founded in 1969**. WDG is a locally-owned business with more than 54 years of experience. WDG provides accessible, on-call services to Municipalities, School Districts, and Fire Districts throughout Missouri and Illinois.

*"We bring **creative** and **innovative** solutions to the table, allowing the client to meet the **budget** and the **timeline**."* Tom Weis, P.E., Vice-President

BUILDING A LONG-TERM PARTNERSHIP

Our first three clients, are still clients of WDG today.

Weis Design Group provides planning, design, and construction administration services to our Municipal clients that include, but are not limited to:

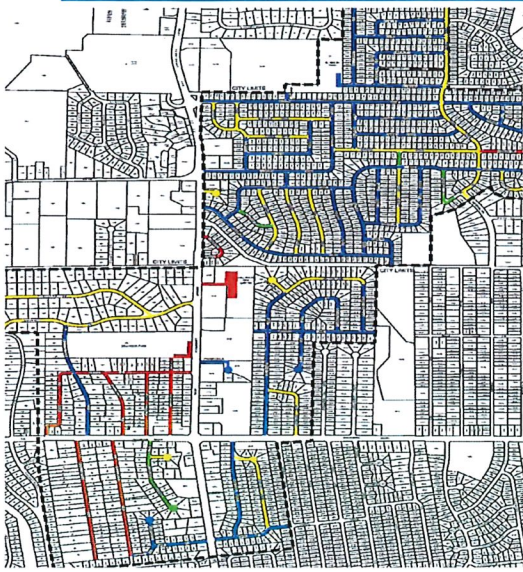
- Roadway Design & Enhancements*
- Stormwater Management Design & Erosion*
- Facility Design & Improvements*
- Parks, Trails, Recreation Facilities*
- Multi-use Courts & Athletic Fields*
- Plan Reviews*
- Project Management*
- General On-Call Consultation*
- Serve as City Engineer*

APPROACH

Communication is the key to success.

Weis Design Group assigns a Project Manager to each client. This person is in charge of day-to-day communication and organization of the project. The goals of every project are:

- Outstanding Customer Service*
- Creative & Innovative Solutions*
- Deliver project that client wants*
- Meet Budget & Timeline*



STREET NAME	TYPE	DATE	CONDITION	REMARKS
KAPPEL LN	City Limit	2018	4	
KEELN DR	City Limit	2018	4	
KROEGER	City Limit	2018	4	
LAYBROOK DR	City Limit	2018	4	
MADSON	City Limit	2018	4	
MCMERY	City Limit	2018	4	
NASHUA DR	City Limit	2018	4	
N DELWOOD	City Limit	2018	4	
N SCHUELER	City Limit	2018	4	
OKNEY DR	City Limit	2018	4	
PROUGH	City Limit	2018	4	
PARELLO DR	City Limit	2018	4	
PEARSON	City Limit	2018	4	
PRICER	City Limit	2018	4	
SAFFRON	City Limit	2018	4	
QUAKER	City Limit	2018	4	
REGA	City Limit	2018	4	
SAFFRON	City Limit	2018	4	
ST. IVES	City Limit	2018	4	
S. DELWOOD	City Limit	2018	4	
S SCHUELER	City Limit	2018	4	
TANMER	City Limit	2018	4	
TANNER	City Limit	2018	4	
TANNER	City Limit	2018	4	
TATE	City Limit	2018	4	
THATCHER	City Limit	2018	4	
TRASK	City Limit	2018	4	
VARNUM	City Limit	2018	4	
WESTELL	City Limit	2018	4	

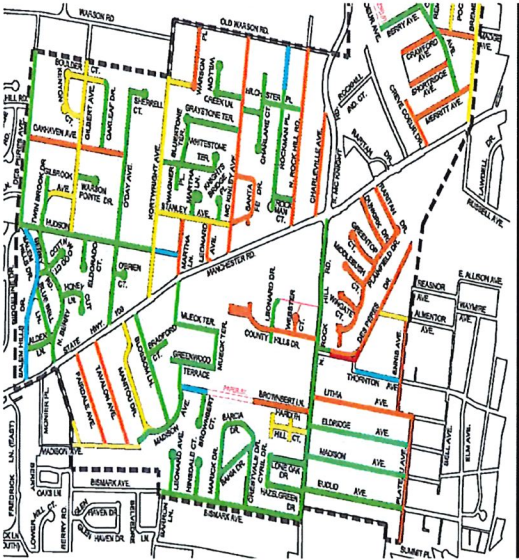
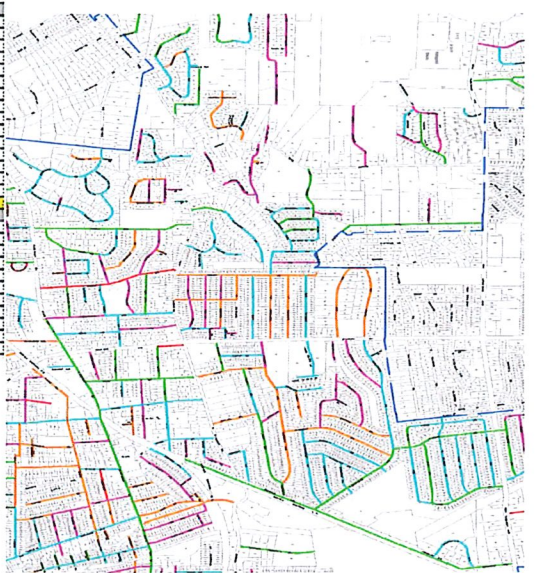
City of Dellwood, MO
(Mayor Reggie Jones)

Project Name: Street Rating Maps
Project Description: Weis Design Group was responsible for the evaluation of pavement within the entire City. This project included: performing an on-site, visual inspection of all existing asphalt and concrete roadways; analysis of existing pavement conditions, rating the pavement condition on PASER scale; develop long term plan for suggested repairs & reconstruction, prepare cost estimates; summarize the results via a written report, color-coded Street Rating Map with associated table; and presentation to City Officials & Staff of results.

City of Ferguson, MO
{Koray Gilbert, PW Director}

Project Name: Street Rating Maps
Project Description: Weis Design Group was responsible for the evaluation of pavement within the entire City. This project included: performing an on-site, visual inspection of all existing asphalt and concrete roadways; analysis of existing pavement conditions, rating the pavement condition on PASER scale; develop long term plan for suggested repairs & reconstruction, prepare cost estimates; summarize the results via a written report, color-coded Street Rating Map with associated table; and presentation to City Officials & Staff of results.

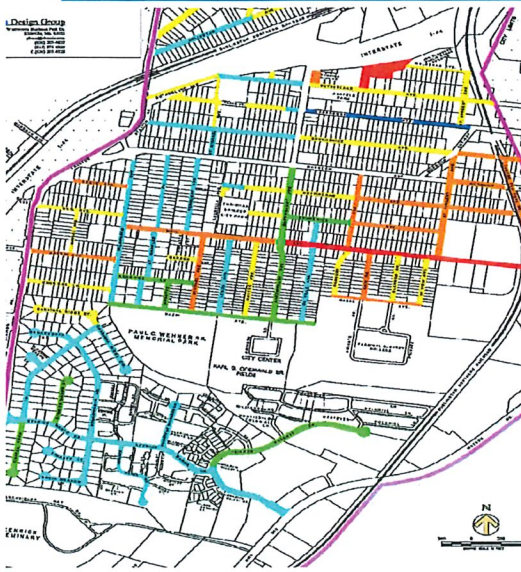
STREET	TYPE	DATE	CONDITION	REMARKS
HOR LATES DR	ASPHALT	2018	4	
NORTHWINDS ESTATES DR	ASPHALT	2018	4	
GOLD HEMPFO AVENUE	DEAD END	2018	4	
FALKER AVE	CONCRETE	2018	4	
PAVIL AVE	DEAD END	2018	4	
PLANTMORE DRIVE	CONCRETE	2018	4	
POWELL AVE	ASPHALT OVERLAY	2017	4	
RANDOLPH ST	CONCRETE	2018	4	
ROBERT AVE	DEAD END	2018	4	
SUPERIOR DR	CONCRETE	2018	4	
THORNTONMAN AVE	ASPHALT OVERLAY	2017	4	
TRIN AVE	CONCRETE	2018	4	
TRIN AVE	CITY LIMITS	2018	4	
TRIN AVE	ASPHALT	2018	4	
VITADALE CT	CONCRETE	2018	4	



STREET	TYPE	DATE	CONDITION	REMARKS
BEAVER TRAIL DR	ASPHALT	2018	4	
BIRCHGATE TRAIL	END	2018	4	
BURNING DR	CONCRETE	2018	4	
BROOKLYN DR	ASPHALT OVERLAY	2018	4	
CARDIGAN LN	END	2018	4	
CHATEAU WOODS DR	CONCRETE	2018	4	
CHATEAU WOODS DR	ASPHALT	2018	4	
CHATEAU WOODS DR	ASPHALT	2018	4	
COLCHESTER DR	ASPHALT OVERLAY	2018	4	
COLLEGE DRIVE NORTH	ASPHALT	2018	4	
CROSS ST	ASPHALT	2018	4	

City of Rock Hill, MO
{Garrett Schlett, Asst. City Admin.}

Project Name: Street Rating Maps
Project Description: Weis Design Group was responsible for the evaluation of pavement within the entire City. This project included: performing an on-site, visual inspection of all existing asphalt and concrete roadways; analysis of existing pavement conditions, rating the pavement condition on PASER scale; develop long term plan for suggested repairs & reconstruction, prepare cost estimates; summarize the results via a written report, color-coded Street Rating Map with associated table; and presentation to City Officials & Staff of results.



Start Avenue	End Avenue	Start Avenue	2011 Rating	2012 Rating	2013 Rating	Future Phase
East Avenue	Allen Avenue	Shrewsbury Ave	5.66%	5.66%	0.00%	PHASE 1
East Avenue	Leona Avenue	Shrewsbury Ave	2.00%	2.00%	0.00%	PHASE 1
East Avenue	Shirley Ave	Allen Avenue	5.22%	2.00%	0.00%	PHASE 1
East Avenue	Lester Avenue	Shirley Avenue	7.86%	7.86%	15.00%	PHASE 1
East Avenue	William Avenue	Leona Avenue	5.90%	5.90%	0.00%	PHASE 1
East Avenue	East Avenue	West Avenue	5.81%	24%	24%	24%
Francis Henry Dr	East Street	Chapel Street	5.30%	5.30%	10%	PHASE 1
Francis Henry Dr	Carroll Street	East Street	10.9%	10.9%	20%	PHASE 1
Francis Henry Dr	Francis Henry Dr	Francis Henry Dr	10.2%	10.2%	20%	PHASE 1
Francis Henry Dr	William Avenue	Michael Avenue	8.07%	24%	24%	24%
Shirley Ave	East Avenue	West Avenue	5.75%	25.5%	25.5%	25.5%

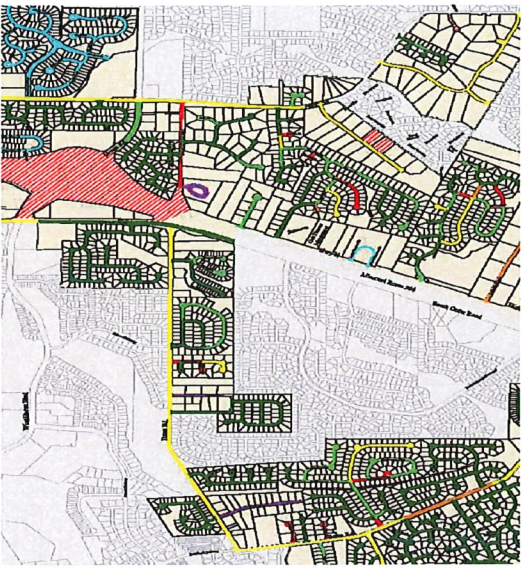
City of Shrewsbury, MO
(Tony Wagner, Director of PW)

Project Name: Street Rating Maps
Project Description: Weis Design Group was responsible for the evaluation of pavement within the entire City. This project included: performing an on-site, visual inspection of all existing asphalt and concrete roadways; analysis of existing pavement conditions, rating the pavement condition on PASER scale; develop long term plan for suggested repairs & reconstruction, prepare cost estimates; summarize the results via a written report, color-coded Street Rating Map with associated table; and presentation to City Officials & Staff of results.

City of Dardenne Prairie, MO
{James Knowles III, City Admin}

Project Name: Street Rating Maps
Project Description: Weis Design Group was responsible for the evaluation of pavement within the entire City. This project included: performing an on-site, visual inspection of all existing asphalt and concrete roadways; analysis of existing pavement conditions, rating the pavement condition on PASER scale; develop long term plan for suggested repairs & reconstruction, prepare cost estimates; summarize the results via a written report, color-coded Street Rating Map with associated table; and presentation to City Officials & Staff of results.

Subdivision Name	2011 Rating	2012 Rating	2013 Rating	Future Phase
GETTOWN PARK	5.66%	5.66%	0.00%	PHASE 1
JRS AT HANLEY CROSSING	2.00%	2.00%	0.00%	PHASE 1
STONE MEADOWS	5.22%	2.00%	0.00%	PHASE 1
FRIF ACRES	7.86%	7.86%	15.00%	PHASE 1
ERSET HOLLOW	56.92%	36.92%	37.00%	PHASE 1
LENO CROSSING	4.07%	4.07%	12.00%	PHASE 1
LEWY BROOK	25.77%	25.77%	0.00%	PHASE 1
LEWY CHATEAUX	22.49%	22.49%	0.00%	PHASE 1
3 VIEW ESTATES	25.93%	26.93%	0.00%	PHASE 1
EPUL VALLEY	31.48%	31.48%	32.00%	PHASE 1
FRIF ACRES	9.75%	9.75%	15.00%	PHASE 1
ON	10.30%	10.30%	0.00%	PHASE 1
S MILL ESTATES	28.51%	28.51%	32.00%	PHASE 1
L HOLLOW	4.26%	4.26%	0.00%	PHASE 1
TRITTI CREEK	5.51%	5.51%	0.00%	PHASE 1
CITY SQUARE	15.30%	15.30%	0.00%	PHASE 1
AVE AT SUNNYBROOK	30.18%	30.18%	0.00%	PHASE 1
JRS CORNER	6.36%	6.36%	11.00%	PHASE 1
JRS CROSSING	8.02%	8.02%	10.00%	PHASE 1
JRS RIDGE	22.97%	22.97%	30.00%	PHASE 1
EL CUEH	2.81%	2.81%	0.00%	PHASE 1
TEOROUGH FARMS	11.35%	11.35%	12.00%	PHASE 1
EL DOME	21.89%	21.89%	0.00%	PHASE 1
DALE COURT	18.97%	18.97%	0.00%	PHASE 1



City of Ferguson, MO
A: 110 Church Street, Ferguson, MO 63135; T: 314.521.7721

Project Name: Forestwood Ave. Imp. - Phase I & II (STP Projects)
Project Description: Weis Design Group was responsible for the entire grant preparation, design and construction administration of this project. This project included: various overlay improvements & repairs, storm sewers, new sidewalk, curbing, driveway aprons, decorative street lighting, concrete slab replacement, and final asphalt overlay.



City of Rock Hill, MO {Ms. Jennifer Yackley, Former City Administrator}
 A: 827 N. Rock Hill Road, Rock Hill, MO 63119; T: 314.968.4843

Project Name: Kortwright Avenue Improvements (STP Project)

Project Description: Weis Design Group was responsible for the entire grant application, design and construction administration of this project. This project includes: ~2,300 feet of various overlay improvements & repairs, storm sewers, new sidewalk, curbing, pedestrian crosswalks, driveway aprons, decorative street lighting, concrete slab replacement, and final asphalt overlay.



City of Ferguson, MO {Mr. Koray Gilbert, Director of Public Works}
 A: 110 Church Street, Ferguson, MO 63135; T: 314.521.7721

Project Name: Carson/Church Street (STP Project)

Project Description: Weis Design Group was responsible for the entire design and construction administration of this project. This project included: overlay of approximately 2.1 miles of roadway, accessible ramps, sidewalks, and driveway aprons, as well as for the removal and replacement of approximately 660 square yards of concrete pavement.



Cities of Kirkwood & Oakland MO
 A: 139 S Kirkwood Road, Kirkwood, MO 63122; T: 314.822.5800

Project Name: Holmes Avenue (STP Project)

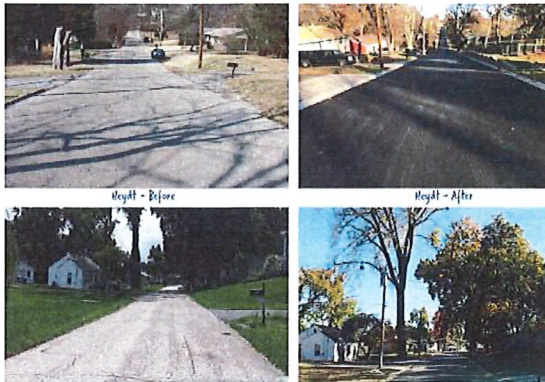
Project Description: Weis Design Group was responsible for the entire grant application, design and construction administration of this project. This project included: reconstruction of 1.1 miles of roadway, sidewalk replacement, sewers, curbing, landscaping, driveway aprons, storm sewers, addition of two chicanes and rehab of two rail crossings.



City of Ellisville, MO {Mr. Bill Schwerr, City Administrator}
 A: 1 Weis Avenue, Ellisville, MO 63011; T: 636.227.9660

Project Name: Hutchinson Road Improvements (STP Project)

Project Description: Weis Design Group was responsible for the entire grant application and design of this project. This project included: reconstruction of approximately 0.95 miles of roadway, including miscellaneous repairs of pavement, sidewalk, curbing, and driveway aprons.



City of Dellwood, MO {Mr. Reggie Jones, Mayor}
 A: 1415 Chambers Road, Dellwood, MO 63135; T: 314.521.4339

Project Name: *Bond Issue Roadway Improvements*

Project Description: Weis Design Group was responsible for assisting the City with its bond issue roadway improvements and City Hall renovation. Weis Design Group designed over 80 miles of improvements in Dellwood. .

Photos indicate a few of the dramatic *before and after improvements.*



City of Rock Hill, MO {Ms. Jennifer Yackley, Former City Administrator}
 A: 827 N. Rock Hill Road, Rock Hill, MO 63119; T: 314.968.4843

Project Name: *Kortwright Avenue Improvements (STP Project)*

Project Description: Weis Design Group was responsible for the entire grant application, design, and construction engineering phases of this project. This project included: ~2,300 feet of various overlay improvements & repairs, storm sewers, new sidewalk, curbing, pedestrian crosswalks, driveway aprons, decorative street lighting, concrete slab replacement, and final asphalt overlay.



City of Shrewsbury, MO {Mr. Tony Wagner, Director of Public Works}
 A: 5200 Shrewsbury Ave, St. Louis, MO 63119; T: 314.647-5795

Project Name: *Weil Avenue Improvements (STP Project)*

Project Description: Weis Design Group was responsible for the entire design and construction administration of this project. This project included: 0.75 miles of roadway, including milling and asphaltic overlay, curbing, replacing accessible ramps, as well as for the removal and replacement of approximately 6400 square yards of concrete slabs,



City of Ferguson, MO {Mr. Koray Gilbert, Director of Public Works}
 A: 110 Church Street, Ferguson, MO 63135; T: 314.521.7721

Project Name: *Florissant Road - 2007 & 2022 (STP Projects)*

Project Description: Weis Design Group was responsible for the entire grant application, design and construction administration of this project. This project included: 8,000 feet of roadway including all sidewalk, crosswalks, curbing, landscaping, stoplights, upgraded historic lighting and pavement.

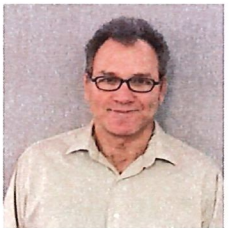
QUALIFICATIONS OF PERSONNEL ASSIGNED TO THE CITY



[LINDSAY M. WEIS-SMITH](#) - President, received her Bachelor of Science in Science from Lindenwood University. She has sixteen years of experience working in the engineering industry - focusing on delivering realistic & cost effective needs of WDG's clients. Mrs. Weis-Smith is a member of the St. Louis County Municipal League, St. Charles County Municipal League, and Missouri Parks & Recreation Association. Mrs. Weis-Smith directs and oversees all business operations, including strategic planning, project management, and financial oversight.



[THOMAS P. WEIS, P.E.](#) - Vice-President - [E-22960 MO](#), [062-045044 IL](#), received his Bachelor of Science in Civil Engineering from the University of Kansas and became a registered professional engineer in Missouri and Illinois in 1987. He has over forty years of experience in designing roads, sewers, bridges, parks and recreation facilities throughout the Bi-State area. Mr. Weis is a member of the St. Louis County Municipal League, Serves on the Local Chapter of Folds of Honor. Mr. Weis directs and oversees all design and construction engineering functions within the firm.



[MICHAEL J. SHILLITO, P.E.](#) - Chief Engineer - [E-23355 MO](#), received his Bachelor of Science Degree in Civil Engineering from the University of Missouri Rolla, and became a registered engineer in 1989. Mr. Shillito has thirty five years of experience in designing roads, sewers, bridges, parks and recreation facilities throughout the Midwest. Mr. Shillito's responsibilities at WDG include: directing and overseeing all engineering projects, project specific site design, storm sewer design, road project design and layout, flood plain studies and hydraulic calculations.



[BRENDAN T. WEIS, R.E.](#) - Project Manager & Construction Engineer- received his Bachelor of Science Degree in Construction Management from Missouri State University. Mr. Weis has ten years of experience in administering construction of roads, sewers, bridges, parks and recreation facilities throughout the Midwest. Mr. Weis' s responsibilities at WDG include: design of projects, coordination with local agencies for approvals, internal QA/QC, review of project budgets, and overseeing construction of all projects; including coordination with Client, Contractor, Local Agencies, Utilities, Testing, and residents.



[CHRISTIAN R. OLIVER](#) - Senior Design Technician- received his Associates Degree in Applied Science in Computer Aided Drafting Technology from Vaterott College in 2001. Mr. Oliver has over twenty years of experience in drafting roadway design, stormwater, site & utility projects in MO and IL. Mr. Oliver's responsibilities at WDG include: drafting of design projects, coordination with local agencies for approvals, internal QA/QC, and updates to interal software programs.

Weis Design Group, Inc. understands the balance of priorities in managing local roadways within City's budget. Priorities can be based on pavement condition and/or the local importance of these roads. To assist with organizing and managing the City's roadway inventory, WDG has adopted six items to help you formalize your inventory.

1. **Digital Map Creation:** WDG will compile map information from St. Charles County Mapping and Technical Services as a basis for general street location and boundaries. This map was then used as part of a pavement rating map.
2. **Pavement Inventory and Evaluation:** WDG will create a database and spreadsheet system to inventory, evaluate and rate all streets.
3. **Cost Estimate:** WDG will use the condition evaluations to set priorities for projects, select alternate treatments and develop a cost estimate for each street.
4. **Budgeting:** WDG will assist the City in determining a schedule of streets to be repaired. Funding options evaluated include: City Funds, Grants and Bonding.
5. **Construction:** WDG will establish a schedule and proceed with the design and construction of the improvements, once the budget and a funding source is established by the Board.
6. **Monitoring:** Following construction, WDG will periodically evaluate the condition of all pavements.

GOALS OF THE WDG/PASER SYSTEM: PASER (Pavement Inventory, Surface Evaluation, and Rating)

- Select appropriate treatments for each street
- Evaluate roadways competing for immediate attention
- Anticipate future deterioration and apply inexpensive maintenance options while they are still feasible
- Justify budgets for roadway improvements that are adequate to keep the roads in good condition, so they will remain less expensive over the long term

Visual Evaluation of Local Roadways:

Pavement surface visual evaluation is an appropriate tool for governmental units, and can be used on any size road system. It can be implemented inexpensively and can provide a wealth of valuable information at a very reasonable cost.

Visual evaluation is best for planning because it gives a picture of road conditions on all roads and can identify candidates for maintenance and rehabilitation. When you select and design specific projects you may need additional data. Structural (deflection), void detection testing can be very useful, for example, in designing the best overlay or reconstruction method. You can use pavement ride, skid resistance and other safety considerations when selecting final priorities and types of improvement. These are additional techniques which may be required prior to completion of construction documents.

Using visual inspection to develop a condition rating expands on the procedure many local agencies use already. Elected officials periodically review the condition of the road system to set priorities and budgets. This system described simply formalizes this procedure to improve consistency from year to year and between individuals. It results in a system that improves the credibility of recommendations to the public and allows for better planning and decision making. There are many pavement condition evaluation systems in use today; many of which are more difficult and expensive.

Rating Pavement & Surface Conditions:

The rating scale ranges between 2 (failed condition) and 10 (excellent condition). In general, most pavements will deteriorate through the phases listed in the rating scale. However, it is common for pavements to skip several levels when major defects appear or when the pavement is repaired. The time it takes to go from an excellent (10) to a very poor condition (2) depends largely on the quality of the original construction and the amount of heavy traffic.

Once significant deterioration begins, it is common to see pavements deteriorate rapidly. This is usually due to the combination of traffic loading and moisture. As a pavement ages and additional cracking develops, more moisture can enter the pavement and accelerate the rate of deterioration.

Rating Pavement & Surface Conditions (continued):

Pavement Surface Rating Curve



Ratings	7-10	Acceptable condition, first signs of wear, scaling, or cracking, needs minor routine maintenance (crack sealing and minor patching)
Ratings	4-7	Below average to severe faulting, multiple slab cracking, and joint failure, requires extensive slab or joint rehabilitation, structural improvements and leveling (overlay or recycling) are needed
Ratings	1-4	Pavement failure, or meets no current standards, requires complete reconstruction

Note: An overall higher rated street may have an isolated problem which might require significant cost but does not affect the pavement condition.

SCOPE OF SERVICES/DELIVERABLES:

- ☒ A complete inventory of Normandy maintained pavement conditions
- ☒ An analysis of pavement conditions and long-term plan for suggested repairs and reconstruction
- ☒ Preliminary cost estimates for suggested repairs and reconstruction
- ☒ A color-coded Pavement Rating Map for Normandy to use as a visual for City staff & Officials
- ☒ Attendance of one meeting to present full analysis of pavement conditions, cost estimates with suggested repairs, and color-coded Pavement Rating Map
- ☒ A digital copy of the final GIS shapefile, for the City's use

Weis Design Group has a **54 year record** of planning and designing quality roadways, streetscapes, sewer systems, parks, trails, bridges, municipal facilities, recreational facilities, multi-use courts, and athletic fields. In addition to our planning and design work, we have also assisted local municipalities in acquiring over \$60M in grant funding for municipal roadway and park projects. See chart of references below.

Client	Services Provided	Contact Information
City of Dellwood, MO	Pavement Rating Map Bond Preparation for all roadways Grant Preparation Roadway, Sidewalk, Sewer, Park, Stormwater Imp. Design Construction Administration	Mayor Reggie Jones rjones@cityofdellwoodmo.com 314-521-43396
City of Ferguson	Pavement Rating Map Grant Preparation Roadway, Sidewalk, Sewer, Park, Stormwater Imp. Design Construction Administration	Koray Gilbert Public Works Director kgilbert@fergusoncity.com 314-524-5191
City of Rock Hill, MO	Pavement Rating Map Grant Preparation Roadway, Sidewalk, Sewer, Park, Stormwater Imp. Design Construction Administration	Garrett Schlett Assistant City Administrator gschlett@rockhillmo.net 314-561-4302
City of Dardenne Prairie, MO	Pavement Rating Map Grant Preparation Roadway, Sidewalk, Sewer, Park, Stormwater Imp. Design Construction Administration	James Knowles III jknowles@dardenneprairie.org 636-755-5303
City of Bel Nor, MO	Grant Preparation Feasibility Studies Park Design Sidewalk & Stormwater Design Construction Administration	Mayor Bill Hook Mayor@cityofbelnor.org 314-381-2834

Because we are a local, family-owned firm, we pride ourselves in attention to detail. **Our customer service is top-notch!** Throughout the year, we are on-call to City Staff and Officials to answer any questions/concerns you may have. Weis Design Group will not take on any project that we can't handle. We have been in business for 54 years and pride ourselves in managing project schedules and employee workload.

**RESOLUTION
CITY OF NORMANDY, MISSOURI**

RESOLUTION NO. 24-02

A RESOLUTION OF THE CITY OF NORMANDY, MISSOURI, ALLOCATING CERTAIN FUNDS RECEIVED THROUGH CONSOLIDATION WITH THE VILLAGE OF GLEN ECHO PARK FOR REPAIRS AND SERVICES TO THE AREA OF THE FORMER VILLAGE.

WHEREAS, Section 72.420 of the Revised Missouri Statutes authorizes the consolidation of two or more municipalities in St. Louis County; and

WHEREAS, pursuant to Section 72.420, and as approved by a majority of qualified voters voting thereon, the consolidation of the City of Normandy and the Village of Glen Echo Park as a new municipality, known as the City of Normandy, Missouri, was effective on February 8, 2024; and

WHEREAS, by operation of the consolidation, all funds formerly belonging to the Village are now the property of the City of Normandy; and

WHEREAS, the City Council of the City of Normandy wishes to allocate the former Village's funds to provide for repairs and services to the area of the former Village.

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

The City Council hereby resolves that all funds formerly the property of the Village of Glen Echo Park and received by the City of Normandy as a result of the consolidation shall be allocated to provide for street repairs, park maintenance, and other general public works needs in the area of the former Village for a period of one (1) year following the effective date of the consolidation.

PASSED by the City Council of the City of Normandy, Missouri on this ___th day of _____, 2024.

(SEAL)

ATTEST:

Mark Beckmann, Mayor

Khianna C. DeGarmo, City Clerk



CITY OF NORMANDY ADMINISTRATION MEMO

TO: NORMANDY CITY COUNCIL; MARK BECKMANN, MAYOR

FROM: KHIANNA C. DEGARMO, CITY CLERK

SUBJECT: 2024 PARK ADVISORY BOARD EVENTS BUDGET

DATE: JANUARY 5, 2024

CC: SAMUEL D. JOHNSON, CITY ADMINISTRATOR

Dear City Council,

The Park Advisory Board has taken a strong role in engaging the community through family-friendly events. They have created a robust program for the 2024 year and formed a recommendation of a budget for Park Advisory Board expenditures from the Park and Stormwater Fund linked to the planning and hosting of these events.

Staff Recommendation

Staff recommends that the Council make a motion to approve the budget for the following events below:

2024 Park Advisory Board Program

1. *January 12, 2024 – Normandy Family Night at UMSL - \$500*
2. *March 30, 2024 – Easter Egg Hunt at Hoelzel Park - \$250*
3. *August 2024 – Shakespeare in the Park - \$1000*
4. *September 13, 2024 – Movie Night at Hoelzel Park - \$500*
5. *October 5, 2024 – Fall Jazz Concert - \$4,500; with anticipated contributory revenue from participating municipalities (\$1,700)*

Total net expenditures for fiscal year 2024: \$5,050.00

Best Regards,
Khianna C. DeGarmo