



## **FLORISSANT CITY COUNCIL AGENDA**

**City Hall**

**955 rue St. Francois**

**Monday, November 12, 2018**

**7:30 PM**

**Karen Goodwin, MMC/MRCC**



### ***I. PLEDGE OF ALLEGIANCE***

### ***II. ROLL CALL OF MEMBERS***

### ***III. APPROVAL OF MINUTES***

- Meeting minutes of October 22nd, 2018
- Budget Meeting Minutes of October 13<sup>th</sup>, 23<sup>rd</sup>, 29<sup>th</sup>, 30<sup>th</sup> and November 3<sup>rd</sup>, 2018.

### ***IV. HEARING FROM CITIZENS***

(Speaker cards are available at the entrance to the Council Chambers)

### ***V. COMMUNICATIONS***

### ***VI. PUBLIC HEARINGS***

18-11-032 (Ward 4) Application Staff Report Plans	Request to issue an amendment to B-5 Ordinance No. 8105 to allow for a shopping center with a sit-down, carry-out restaurant (Imo's) for the property located at 15285 New Halls Ferry Road. (Planning and Zoning recommended approval on October 15, 2018)	Tom Palitzsch
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### ***VII. OLD BUSINESS***

#### ***A. BILLS FOR SECOND READING***

9439	Ordinance to authorize an amendment to Special Use Permit No. 8130 as amended to allow for the expansion of an auto repair and auto body shop d/b/a MAG Automotive located at 8461 N. Lindbergh.	2 <sup>nd</sup> Reading Eagan
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## ***VIII. NEW BUSINESS***

### ***A. BOARD APPOINTMENTS***

### ***B. REQUESTS***

Liquor Ward 6 Application	Request for a Full Liquor by the Drink license for Exquisite Taste Events LLC located at 111 rue St Francois.	Samuel H. Jones III
XfrSPU Ward 9 Application	Request to transfer Special Use Permit No. 7018 from Cross Keys Auto Inc. to STL Cheap Cars Inc. for the operation of a used car dealership located at 14050 New Halls Ferry Road.	Glenn Travers
XfrSPU Ward 4 Application	Request to transfer Special Use Permit no. 8223 from Metropolitan Events LLC to Grace and Mercy Adult Day Program I, LLC for the operation of an event/banquet center located at 11 Patterson Plaza Shopping Center.	Juanita Gullet

### ***C. BILLS FOR FIRST READING***

9441 Budget	Ordinance adopting the budget for the City of Florissant for the fiscal year commencing on December 1, 2018 and ending on November 30, 2019 and providing for its effective date.	Council as a whole
9442 Annual Plan	Ordinance approving the Community Development Block Grant (CDBG) FY2019 Annual Action Plan for the City of Florissant, Missouri and authorizing and directing the Mayor to submit such plan to the United States Department of Housing and Urban Development.	Council as a whole
9443	Ordinance to authorize an amendment to B-5 Ordinance No. 8105 to allow for a shopping center with a sit-down, carry-out restaurant (Imo's) for the property located at 15285 New Halls Ferry Road.	Caputa
9444	Ordinance to authorize a transfer of Special Use Permit No. 7018 from Cross Keys Auto Inc. to STL Cheap Cars Inc. for the operation of a used car dealership located at 14050 New Halls Ferry Road.	Siam
9445	Ordinance to authorize a transfer of Special Use Permit No. 8223 from Metropolitan Events LLC to Grace and Mercy Adult Day Program, LLC for the operation of an event/banquet center located at 11 Patterson Plaza Shopping Center.	Caputa

9446	Ordinance to authorize an amendment to Special Use Permit No. 8223 previously issued for event banquet center to allow for the additional use as an adult day program for the property located at 11 Patterson Plaza Shopping Center.	Caputa
9447 Contract	Ordinance repealing Ordinance No. 8283 and authorizing the Mayor of the City of Florissant to enter into a contract with the law firm of Lewis, Rice, represented by John M. Hessel for legal services for the City of Florissant commencing on December 1, 2018 and ending on November 30, 2019.	Council as a whole
9448 Memo	Ordinance to authorize an amendment to budget Account No. 03-4-03300 "Miscellaneous Revenue", in the amount of \$22,830 and authorize an appropriation in the same amount to Account No. 01-5-49-61000 for the replacement of a totaled Dodge Charger for the Police Department.	Caputa
9449 Memo	Ordinance Appropriating the Community Development Block Grant (CDBG) Funds For the 2018 Fiscal Year for the City of Florissant.	Council as a Whole

## ***XI. COUNCIL ANNOUNCEMENTS***

## ***XII. MESSAGE FROM THE MAYOR***

## ***XIII. ADJOURNMENT***

**THIS AGENDA WAS POSTED AT THE FLORISSANT CITY HALL NOVEMBER 9TH, 2018 AT 12:00 PM ON THE BULLETIN BOARD OUTSIDE THE COUNCIL CHAMBERS. ANY ONE WISHING TO ATTEND THE COUNCIL MEETING WHO HAS SPECIAL NEEDS SHOULD CONTACT THE CITY CLERK'S OFFICE AT 839-7630 OR TDD 839-5142 BY NOON ON MONDAY, NOVEMBER 12, 2018.**

# CITY OF FLORISSANT



## COUNCIL MINUTES

October 22, 2018

The Florissant City Council met in regular session at Florissant City Hall, 955 rue St. Francois on Monday, October 22, 2018 at 7:30 p.m. with Council President Caputa presiding. The Chair asked everyone in attendance to stand and join in reciting the Pledge of Allegiance.

On Roll Call the following Councilmembers were present: Schildroth, Henke, Pagano, Parson, Siam, Harris, Jones, Eagan and Caputa. Also present was City Attorney John Hessel and City Clerk Karen Goodwin. A quorum being present the Chair stated that the Council Meeting was in session for the transaction of business.

Councilman Eagan moved to approve the Meeting and Executive Minutes of October 8, 2018, seconded by Harris. Motion carried.

The next item on the Agenda was a Proclamation honoring Boy Scout Troop 713 and Cub Scout Pack 797. The City Clerk read the proclamations in their entirety. Troop members expressed their gratitude for being honored by the City with the Proclamation.

The next item on the Agenda was a Certificate of Appreciation for Norman Currington. Police Chief Tim Lowery presented the certificate to Mr. Currington for his countless hours of volunteerism as a Neighborhood Watch liaison to the Police Department on behalf of the citizens of Florissant.

The next item on the Agenda was Hearing from Citizens.

Robert Smith, 2823 Chapel View Dr., had several questions regarding the budget:

- 1) Number of city employees?
- 2) How many employees are residents?
- 3) When will the September operating numbers be released?

The Mayor stated that the Finance Director would be able to provide the information.

The next item on the Agenda was Communications of which there were none.

33 The next item on the Agenda was Public Hearings.

34 The City Clerk reported that Public Hearing #18-08-027 to be held this night on a Request to  
35 authorize an amendment to Special Use Permit No. 8223 to Grace & Mercy Adult Program II, LLC  
36 d/b/a Grace and Mercy Adult Program to allow for the addition of an adult day care to a Banquet/Event  
37 Center in a B-3 Zoning District for the property located at 11 Patterson Plaza Shopping Center had been  
38 postponed to this date from October 8, 2018. The Chair declared the Public Hearing to be open and  
39 invited those who wished to be heard to come forward.

40 Juanita and Mark Gullet, applicants, appeared before the Council.

41 Councilman Caputa stated that the Council had received a packet of information which included  
42 a letter from Mr. Lum, Building Commissioner which stated that the plans submitted were not drawn  
43 specifically. Mr. Gullet responded that the original plans submitted in May were professionally drawn.  
44 He added that recently, the Council had asked for an “activity layout,” which is the one Mr. Caputa is  
45 referring to, not the original professional one. Councilman Caputa did not feel like the room was set up  
46 properly for an adult day care, especially the bathrooms. The noise from the event center was also a  
47 concern that was affecting the neighbors.

48 Mr. Hessel stated that following the last council meeting, Mr. Gullet sent an email to him and  
49 the city clerk on October 17<sup>th</sup> with attached documents requesting the removal of Sonja Dulick from the  
50 request to authorize an amendment to the special use permit. A second document concerned the floor  
51 plan, dated August 22, with a copy of a power point presentation. On October 17, Mr. Hessel  
52 responded to Mr. Gullet in part by indicating that two different issues needed to be addressed.

53 First, the special use permit issued to Special Events/Banquet Center, of which Sonja Dulick is  
54 the owner and was granted back in 2016. The Gullets need to apply for a transfer of the special use  
55 permit to put the special use permit in their name. Secondly, the City Council had concerns that two  
56 separate uses could be compatible at the same location.

57 On the same day, Mr. Gullet responded that he would apply for a transfer of special use so that  
58 he and his wife could continue with the event center until the previously scheduled events were  
59 completed. Mr. Hessel read email correspondence between Mr. Lum and Mr. Gullet regarding  
60 building plans which had been presented to Council and was part of the record. The only item before  
61 the Council now is the application for an amendment to the special use permit to operate the adult day  
62 program. As this goes forward the other issue is the transfer of the special use permit that was granted  
63 in 2016 from Metropolitan Events over to Grace and Mercy.

64 Councilman Parson asked Mr. Hessel if the list he had asked the petitioner for at the last  
65 meeting had been completed. Mr. Hessel responded that the only item missing was the transfer of  
66 special use application which has to be completed at this time. In response to Councilman Parson's  
67 question, Mr. Gullet stated that he had submitted a copy of the list of events scheduled up to December  
68 31<sup>st</sup>, 2018 were in the packet of information sent to the Council. The end of the year coincides with the  
69 end of the lease of the event center. Mr. Hessel stressed that the terms of a lease is between the  
70 landlord and the leaser and is a separate issue. The City Council is only concerned with the transfer  
71 of special use involving the *use* of the site. Once the transfer is completed, if anything issues at the  
72 banquet center arise over the next few months, the Gulleets will be contacted and not Sandra Dulick.

73 Councilman Eagan noted that after having looked at the documents submitted, it looked like  
74 Ms. Dulick had taken her name off of the Grace and Mercy lease. Ms. Dulick still owns the Special  
75 Use Permit. Councilman Eagan asked the petitioners if, after 12/31/2018, it was their plan to book  
76 events. Mr. and Mrs. Gullet responded no. Councilman Eagan stated that he does not want to operate  
77 two businesses in the same facility. In regards to the adult day care, there are three restrooms. Mr.  
78 Eagan wants to know how many employees and seniors will be using those facilities. Mr. Gullet  
79 responded that they will comply with state regulations on the number of people who can use three  
80 restrooms.

81 Councilman Jones stated that after viewing the facility, he felt the nurse's station should have a  
82 sink. He questioned why Sonja Dulick never attended the council meetings since she was so involved  
83 with this request. He too was concerned with resident complaints from people in the neighborhood.  
84 Ms. Gullet stated that she had met with Chief Lowery and he gave her suggestions on what to do with  
85 the remaining events based on the cities' ordinances. She has spoken to the remaining client bookings  
86 and insisted that all music at the events must end at 11 pm. They are following Chief Lowery's  
87 suggestions meticulously.

88 Councilman Henke asked for clarification and identification on the list of year end events. The  
89 petitioners stated that after the end of the year, the business will be strictly an adult day care. No more  
90 outside events will take place there.

91 Councilman Harris asked the petitioner what their objection was to applying for a transfer of  
92 special use. Mr. Gullet responded that since they assumed the lease, they thought that took care of the  
93 issue. The lease is not a transfer of special use. In response to Councilman Harris's question, Mr.  
94 Gullet stated that Grace and Mercy is a "for profit" business.

Councilwoman Pagano asked who accepted the deposits from the people who have contracts with the event center until the end of the year, Ms. Dulick or the petitioner. Ms. Gullet stated that Ms. Dulick received the majority of the deposits and Ms. Gullet received some. In regards to the charity events on the list, no money was exchanged. In response to Councilwoman Pagano's question, the petitioner stated that their lease is on a month to month basis. No congregation will hold services in the adult day care center. Councilwoman Pagano expressed concerns regarding the layout of the nurse station, restroom and beds for patients in the adult day care.

Mr. Hessel explained that he will be presenting two ordinances to the City Council. One will be for a transfer of special use permit from Metropolitan events to Grace and Mercy. This would amend this Special Use for the banquet event center so that it would terminate as of Dec 31, 2018. Then a second ordinance would be written which would amend the special use permit for this location previously granted to Metropolitan events now transferred over to Mr. and Mrs. Gullet and that would allow for an adult day care center. In regards to the Adult Day Care, the Council has the power to impose additional stipulations, beyond what the state requires, in the final ordinance.

The Chair asked if there were any citizens who would like to speak on said public hearing. Being no citizens who wished to speak, Councilman Henke moved to close P.H. #18-08-027, seconded by Pagano. Motion carried.

The City Clerk reported that Public Hearing #18-10-031 to be held this night on a request to authorize an amendment to Special Use Permit No. 8130, as amended, to allow for the expansion of an auto repair and auto body shop d/b/a MAG Automotive for the property located at 8461 N. Lindbergh had been advertised in substantially the same form as appears in the foregoing publication and by posting the property. The Chair declared the Public Hearing to be open and invited those who wished to be heard to come forward.

Mark Gillette, petitioner and franchisee, explained that his business needed more waiting room area, and he would like to expand into where the vacated store used to be. They have permits issued to start the construction if approved. After he takes down the adjoining wall, it will allow him space to work on 12 more cars. He has consulted with Mr. Lum on safety ventilation requirements.

Councilman Eagan stated that Mr. Gillette has been a good neighbor and he has no problems with the proposal. The operating hours are 8-5 and will not change. The Chair asked if there were any citizens who would like to speak on said public hearing. Being no citizens who wished to speak, Councilman Eagan moved to close P.H. #18-10-031, seconded by Caputa. Motion carried.

Councilman Caputa moved that Bill No. 9436 An Ordinance authorizing a transfer of \$10,000 from the Parks Utilities Acct. (5-47-26000) to the Bangert Utilities Acct. (5-46-26000) for the purpose of supplementing the Bangert Utilities Acct. for the remainder of the fiscal year be read for a second time, seconded by Henke. Motion carried and Bill No. 9436 was read for a second time. Councilman Henke moved that Bill No. 9436 be read for a third time, seconded by Jones. Motion carried and Bill No. 9436 was read for a third and final time and placed upon its passage. Before the final vote all interested persons were given an opportunity to be heard.

Robert Smith, 2823 Chapel View Dr., asked how it was determined that \$10,000 was needed for that account.

Councilman Eagan moved to suspend the rules in order to hear from the Parks Director, seconded by Henke. Motion carried. Cheryl Thompson, Interim Parks Director, stated that this amount was estimated based on last year's numbers. She would like to transfer the \$10,000 just to be on the safe side but added that it all might not be needed.

Being no other citizens who wished to speak, on roll call the Council voted: Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes, Harris yes, Jones yes, Eagan yes and Caputa yes. Whereupon the Chair declared Bill No. 9436 to have passed and became Ordinance No. 8461.

Councilman Henke moved that Bill No. 9437 An Ordinance authorizing a transfer of \$20,000 from the Parks Utilities Acct. (5-47-26000) to the Civic Center Utilities Acct. (5-44-26000) for the purpose of supplementing the Civic Center Utilities Acct. for the remainder of the fiscal year be read for a second time, seconded by Pagano. Motion carried and Bill No. 9437 was read for a second time. Councilman Siam moved that Bill No. 9437 be read for a third time, seconded by Pagano. Motion carried and Bill No. 9437 was read for a third and final time and placed upon its passage.

Before the final vote all interested persons were given an opportunity to be heard. Being no citizens who wished to speak, on roll call the Council voted: Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes, Harris yes, Jones yes, Eagan yes and Caputa yes. Whereupon the Chair declared Bill No. 9437 to have passed and became Ordinance No. 8462.

Councilman Henke moved to accept substitute Bill No. 9438 An Ordinance authorizing a transfer of Special Use Permit No. 7978 from Hertz Car Sales to Top Gear Auto LLC located at 1285 N Hwy 67 for the operation of a used auto sales and service business , seconded by Pagano, motion carried.

Councilman Henke moved that Substitute Bill No. 9438 be read for a second time, seconded by Caputa. Motion carried and Substitute Bill No. 9438 was read for a second time. Councilman Henke moved that Substitute Bill No. 9438 be read for a third time, seconded by Schildroth. Motion carried and Substitute Bill No. 9438 was read for a third and final time and placed upon its passage.

Before the final vote all interested persons were given an opportunity to be heard.

Being no citizens who wished to speak, on roll call the Council voted: Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes, Harris yes, Jones yes, Eagan yes and Caputa yes. Whereupon the Chair declared Substitute Bill No. 9438 to have passed and became Ordinance No. 8463.

Councilman Harris moved to accept the Mayor's appointment of Alaina Cribbett, 2232 Marrisa, to the Youth Advisory Commission as a youth member from Ward 1 with a term expiring 10/22/2021, seconded by Pagano. Motion carried.

Councilman Henke moved to appoint Dan Sullivan, 501 Clark, to the Board of Adjustment as an alternate member from Ward 6 for a term expiring on 10/22/2023, seconded by Caputa. Motion Carried.

Councilman Eagan moved to accept the application for a Transfer of Special Use Permit No. 4247 from Archway Pizza, Inc. d/b/a Domino's Pizza to SFP Enterprises, Inc. d/b/a Busloop Burgers for the operation of a carry-out restaurant located at 8442 N. Lindbergh, seconded by Siam. Motion carried.

Councilman Schildroth moved to suspend the rules to hear from the petitioner, Ms. Porter, seconded by Eagan. Motion carried. Ms. Porter stated that there is a Busloop Burger restaurant on St. Charles Rock Road and the restaurants are family owned. The Council welcomed Ms. Porter and her business to Florissant.

The next item on the agenda was bills for first reading.

Councilman Caputa introduced Bill No. 9439 An Ordinance authorizing an amendment to Special Use Permit No. 8130, as amended, to allow for the expansion of an auto repair and auto body shop d/b/a MAG Automotive located at 8461 N. Lindbergh and said Bill was read for the first time by title only.

Councilman Jones introduced Bill No. 9440 An Ordinance authorizing a transfer of Special Use Permit No. 4247 from Archway Pizza, Inc. d/b/a Domino's Pizza to SFP Enterprises Inc. d/b/a Busloop Burgers for the operation of a carry-out restaurant located at 8442 N. Lindbergh and said Bill was read for the first time. Councilman Eagan moved that Bill No. 9440 be read for a second time, seconded

by Schildroth. Motion carried and Bill No. 9440 was read for a second time. Councilman Eagan moved that Bill No. 9440 be read for a third time, seconded by Caputa. On roll call the Council voted: Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes, Harris yes, Jones yes, Eagan yes and Caputa yes. Having received the unanimous vote of all members present Bill No. 9440 was read for a third and final time and placed upon its passage. Before the final vote all interested persons were given an opportunity to be heard.

Being no persons who wished to speak, on roll call the Council voted: Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes, Harris yes, Jones yes, Eagan yes and Caputa yes. Whereupon the Chair declared Bill No. 9440 to have passed and became Ordinance No. 8464.

The next item on the Agenda was Council Announcements.

Councilman Jones stated that the speed limit on Lindsay Lane has dropped from 30 to 25 miles per hour. He stated that TEAM always needed help and donations. There will be a considerable amount of street work being done around the city in the next few months. He stated that the trash issue is a non-stop problem in the city. Everyone needs to do their part.

Councilman Parson stated that Wards 8 & 9 will be holding a joint ward meeting on November 14 at the Eagan Center at 7 p.m. All are welcome. He reminded everyone of the “Florissant Five Program” which encourages residents to check on and get to know at least five of their neighbors.

Councilman Harris stated that the litter pick up that was held on Saturday, October 20<sup>th</sup>, along Mullanphy Rd. was successful. He thanked the Neighborhood Watch Program and Florissant Police Department for all their help. He also stated that he enjoyed the “Race to the Shrine” which was held over the weekend.

Councilwoman Pagano thanked Karen Goodwin and Old Town Partners for organizing another very successful Fall Festival this year. It was a wonderful event and well attended. She thanked Councilman Eagan for his efforts with the “Race to the Shrine” event. On November 1<sup>st</sup>, Wards 5 and & 7 will be hosting a ward meeting at the Justice Center at 7 pm.

Councilman Eagan thanked the city employees for their efforts with the “Race to the Shrine.”

Councilman Henke agreed that the city employees and Karen Goodwin do a spectacular job in their efforts implementing the Fall Festival.

Councilman Schildroth thanked Dan Sullivan for volunteering to serve on the Board of Adjustment. He thanked the Fall Festival and “Race to the Shrine” Committees for two wonderful events again this year. He reminded the residents not to leave their cars unattended during the

upcoming cold months. He congratulated former Councilwoman Geri Debi on receiving the historic preservation medal from the Daughters of American Revolution on November 3, at 2 pm at the Shrine School House.

Councilman Caputa announced that on Nov. 3<sup>rd</sup> Ward 4 Neighborhood Watch will hold a trash pick-up on Humes and Patterson Roads. Volunteers will meet at Walker Elementary at 9:45. He reminded firearm owners to keep firearms secured in their homes and not leave them in their vehicles. He reminded the residents not to leave their cars unattended during the upcoming cold months.

The next item on the Agenda was Mayor Announcements.

Mayor Schneider thanked North County Churches United for Racial Harmony and Justice for the Life Time Achievement Award that was awarded to him in a recent ceremony. Florissant will be hosting the Municipal League Meeting at the Justice Center on October 25<sup>th</sup>. Also on October 25<sup>th</sup> the seniors will be having their annual Halloween Party at the Eagan Center. Family Boo Bash will be held on Saturday October 27<sup>th</sup> at the Eagan Center and “Halloween Swim and Skate” on October 31.

Mayor Schneider recently uncovered some significant Florissant memorabilia. One was a plaque dedication for Dunegant Park listing the post World War II founding fathers of Florissant. They also found a new plaque that memorialized Harry Truman’s stopover in Florissant when he was running for the senate in 1934. Research indicates that the speech was given in Florissant at St. Francois and St. Pierre Streets. A street party is planned for outside Bunkers for the plaque dedication. The Veterans Parade is scheduled for November 11<sup>th</sup>.

The Council President announced that the next regular City Council Meeting was scheduled for Monday, November 12, 2018 at 7:30 pm. The next Budget Meeting was scheduled for October 23, 2018 at 6 pm in Council Chambers.

Councilman Schildroth moved to adjourn the meeting, seconded by Pagano. Motion carried. The meeting was adjourned at 9:26 p.m.

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Karen Goodwin, City Clerk

The following Bills were signed by the Mayor:

Bill No. 9436                      Ord. 8461

Bill No. 9437                      Ord. 8462

Bill No. 9438 (Sub)              Ord. 8463

250	Bill No. 9440	Ord. 8464
251		



CITY OF FLORISSANT  
BUDGET MINUTES  
OCTOBER 13, 2018



The City Council met on Saturday, October 13<sup>th</sup>, 2018 for a budget work session on the Fiscal Year 2018-19 proposed Budget at 8:00 am in the Council Chambers at 955 rue St. Francois. Council members in attendance included: Schildroth, Henke, Pagano, Parson, Siam, Harris, Eagan, Caputa and Jones. Also in attendance were Mayor Thomas P. Schneider, Director of Finance Kimberlee Johnson and City Clerk Karen Goodwin. Council President Caputa stated that a quorum was present and the meeting was brought to order.

Council President Caputa stated that the first item on the agenda was an introduction and revenue review by the Finance Director.

Finance Director, Kimberlee Johnson provided some background and overview of the budget process. She stated that she reviewed the budget with the department heads and worked with each of them regarding the costs to run the departments. She advised them not to add cushions to their budgets.

Mrs. Johnson stated that because of the downward trend in revenues the projections for the last 2 years have been very conservative. The revenues have increased and the Ameren UE revenues that were being held back are now coming in as well as an increase in receipts for cell phone taxes.

Councilwoman Pagano asked about the Mayor's message and he said the utilities were down \$220,000. Mrs. Johnson explained that the time crunch to get the budget out may have produced some inconsistencies. She explained some of the challenges the finance department was faced with when she took the position and at the current time.

Mrs. Johnson stated that she will be reviewing the budget monthly with the departments and there will be quarterly reports going forward.

The council discussed the additional \$1.2 million in revenues and asked if that was a combined number with utilities and cell phones. Mrs. Johnson answered that it was.

Councilman Eagan asked what is expected to dip into the reserves. Mrs. Johnson answered that the current figure is approximately \$500,000. She explained the discussion she had with the auditor and that the city has a healthy reserve balance. She stated that after this budget closes the reserve will be at 22%.

Mrs. Johnson explained her methodology on the review of the budget numbers and into the future. She explained that she has discussed her findings with the auditor and he agrees with her findings.

Mrs. Johnson discussed her ideas regarding the handling of purchase orders and encumbrances at the end of the year. She said that at the end of the year, they will compile the encumbrances that are not used and bring it to the council to be approved as a supplemental budget. This is a transition year tat they will need to approve a supplemental. This practice will eliminate the need to have 2 audit statements.

Mrs. Johnson discussed some other changes the finance department is working on to include more detail on the reports. For example, salaries and benefits will be in the same line

item and residency incentive will be included in the benefits. Mrs. Johnson continued to provide examples of changes that could be made to streamline and make things more understandable.

Councilman Parson asked who the auditors were. Mrs. Johnson answered Hothschild Bloom, and stated that they have a long history with the city.

Councilman Henke thanked Mrs. Johnson.

Councilman Jones asked about the funds that are separate from the other funds. Mrs. Johnson stated that she is not doing anything different with them at this time but has ideas and would like more dialog on this issue.

Councilman Harris stated that he likes the idea of having written policies that everyone can see. He also discussed capital assets. He asked about the software and whether it will be able to track capital assets. Mrs. Johnson stated that she is looking into software that could help to track more than the current system provides.

Mrs. Johnson stated that new programs and services require more resources.

Mrs. Johnson explained that she would like to detail professional services more so they can review and understand what is being spent and what needs to be moved or removed.

Mrs. Johnson discussed some details of items she has reviewed. She discussed the deposits for the rentals. She suggested not having a deposit for rentals for pavilions in the parks department because the process is cumbersome and not cost effective.

Councilman Harris asked if the revenue from certain accounts goes back into that particular account.

Councilman Eagan explained the methodology that the council has had with respect to the funds from taxes they have promoted. He said that the residents are afraid that there will be less spent from the general fund with new funds from a tax increase.

Mrs. Johnson stated that she feels that the city needs to educate people on what the funds are needed for. She feels that the terms we use are broad and need to be defined.

Councilman Jones stated that if the public does not trust the council the public will not approve any additional taxes.

Mrs. Johnson discussed the senior department moving to the dining center.

## **Human Resources - Sonya Brooks-White, Human Resources Director.**

Mrs. Brooks-White stated that staffing for the Human Resources Department will not be changing.

Councilman Caputa asked about the advertising for jobs. Mrs. Brooks-White stated that some of the budgeted amount is for the Applicant Pro software and other advertising.

Councilman Siam asked about the funds budgeted for drug and alcohol testing. Mrs. Brooks-White added that the applicants pay for the background checks but not the drug and alcohol testing.

Councilman Harris asked how the software changes will affect their department. Mrs. Brooks-White stated that the system makes it easier for the department heads to review applicants.

Mrs. Brooks-White stated that the health insurance renewal initially came back with 10% increase. The insurance broker reworked the numbers and they came back with a 0% increase. She stated that they would like to look into tiered coverage instead of just employee and family.

93 Mayor Schneider thanked Mrs. Brooks-White for her efforts over this past year to rebuild  
94 the departments after all of the changes and retirements.

95 Mrs. Brooks-White discussed the part time and seasonal employees. She said that it has  
96 been difficult to get part time employees and would like to increase the rates. She mentioned  
97 that some of the classified employees are topped out in their salaries. She would like to give a  
98 2% increase to those who have topped out. There are 21 employees who have topped out and  
99 the estimated cost is between \$20-25,000.

100 Councilman Schildroth asked about a salary study.

101  
102 The Council took a 10 min break

103  
104 **Police Department - Chief Tim Lowery and Captain Randy Boden.**

105  
106 Chief Lowery explained the changes in the police department. They would like to  
107 increase the number of park police positions to 4.

108 Chief Lowery stated that the overtime is increased from \$309,000 to \$335,000 because  
109 they have more events to cover and higher salaries from Proposition P.

110 Chief Lowery noted that the uniform budget has an increase of \$3000 for uniform and  
111 badge replacement

112 Chief Lowery stated that account no. 4935, Armory Supplies and Guns, has an increase  
113 for new range and it will be used more. Council discussed the use of the new range and whether  
114 or not they would charge for it.

115  
116 4942 – Dues, Travel and Training – Chief described the changes in the training budget.

117  
118 **1761 -Capital Additions.**

119  
120 Chief Lowery stated that he included a drone this year, the estimated expense includes  
121 training.

122 Chief Lowery stated that they would like to purchase a drug incinerator and that this  
123 could be supplemented by a potential grant.

124 Councilwoman Pagano questioned whether or not upkeep and maintenance is appropriate  
125 for coming out of Proposition P funds. Chief Lowery stated that in his opinion it is appropriate.

126  
127 \*\* Discussion of where the maintenance for the flooring replacement in Prop P.

128  
129 **Courts – Judge Boyle and Todd Marner Protecting attorney**

130  
131 Judge Boyle thanked the Council and the administration for all their efforts in make the  
132 new court building a reality.

133 Judge Boyle explained his budget and the changes that are being required of the courts.

134  
135 \*\*4150 – Professional services: Need an additional \$10,000 on professional services for a new  
136 required “show me courts” system.

Council and Judge Boyle discussed the system upgrades and what they will be capable of providing.

Councilman Caputa asked why the budget was down from last year. Mr. Marler stated that the fines are the same as last year. Collection is always an issue. Because of the new regulations it is more difficult to get people to pay the fines that are assessed.

Judge Boyle explained the differences in the court finances. He explained that it is going to be more expensive to run the court in the future.

Judge Boyle stated that every person who comes into the court is treated fairly. The court revenues do not matter to the court. People cannot be jailed if they cannot pay.

Council discussed the fines associated with housing issues.

**\*\*Councilman Jones requested a work session regarding housing maintenance with Prosecuting Attorney, the Judge and public works.**

Councilman Harris stated that he is interested in education outreach about how to access court and court services. Judge Boyle stated that they do have in-house processes to help the residents and they are working on updating the website.

#### **Prosecuting Attorney - Todd Marler**

**\*\*Professional services 3550 – Mr. Marler stated that the contract services increased due to more dockets.**

Councilman Parson asked if any other municipalities have been interested in using the new facility. Mayor Schneider stated that he has approached other municipalities. Council discussed.

#### **Media Department - Kerry Luster - Manager**

Mr. Luster requested an additional full time employee.

0361 – Capital Additions –

**\*\* Add 40,000 for closed captioning.**

Mr. Luster discussed the franchise fees and ideas for revenue from social media. Council President Caputa stated that this is a topic for a future discussion.

#### **Housing and Community development – Carol O'Mara, Director.**

Carol O'Mara explained what the Housing and Community Development Department does.

She explained the programs provided by the department and the misconceptions regarding the funding. She discussed volunteer hours and the value to the city.

Council discussed the salary allocations for Community Development. Mrs. O'Mara stated that the program costs the city 39% of what is needed to run the program. She is requesting the current part time positions in her department be made full time.

184  
185 **Senior Citizen Department - Peggy Hogan, Director**  
186

187 Peggy Hogan, Director explained the funding for the various programs in the senior  
188 department. She stated that she wants to share a big change to the department. They feel they do  
189 not need the lunch program that is currently held at the Dining Center. She is proposing to stop  
190 the lunch program Monday – Thursday. She would like to keep one day a week for lunch. She  
191 would like to move the senior office to the dining center and wants to offer more health and  
192 wellness classes. She would like to partner with Oasis to offer the classes. She said that some of  
193 the class fees are based on community ability to pay. She feels that in order to do the classes on  
194 a regular basis they move the office down to the senior center. She feels they could offer more if  
195 the lunch program is eliminated.

196 Mrs. Hogan stated that Oasis wants a North County Presence so they have made  
197 concessions to make that happen.

198 Councilman Harris stated that he would caution that we make sure the public knows that  
199 the city does not have control over these programs.

200 Discussion of the extra expenses for having the dining center open for more hours than it  
201 is now.

202  
203 **Theater – Sean Robertson, Director**  
204

205 Mr. Robertson reviewed his proposed budget and addressed any changes from last year.  
206 Council discussed the entertainment offered by the theater department.

207  
208 096143-Capital Additions. -Park improvement fund  
209

210 Mr. Robertson requested an additional \$10,000 to purchase a light board for the theater.  
211 Mr. Robertson gave n overview of upcoming shows.  
212

213 **Golf Course, Cheryl Thompson, Acting Director, Don Ryan, Clubhouse Manager, Andy**  
214 **Sprunt, Golf Course Superintendent.**  
215

216 Ms. Thompson stated that they are looking to increase grades for the Golf course staff. They  
217 discussed possible increases for the part time staff as well.  
218

219 \*\* 0627 Gas and Oil: Increased to \$18,000 but they could live without increase.  
220

221 Mr. Ryan discussed the areas he has repaired and updated in the club house. They are  
222 proposing to increase charged for a round by \$1.

223 Council discussed revenues for the golf course.  
224

225 **Parks department, Cheryl Thompson, Acting Director, Kevin Green, Parks**  
226 **Superintendent.**  
227

228 Ms. Thompson reviewed her proposed budget and outlined the new or increased items.  
229

\*\*0942-Dues travel training summer camp. Mrs. Thompson stated that this should be changed go \$4,500.

The Council discussed tree removal in the parks.

\*\*\* Potential increase in 47 parks tree removal (pg 84)

\*\* Councilman Jones asked about a grant to remove ash trees.

Discussion about the lake cleaning and dredging.

\*\*Replacement of the Zamboni ...discussion of replacement or lease??

Zero turn mowers and replacement trucks. To be used for trade in vehicles. Discussion of maintenance and upkeep of the vehicles.

\*\*Fence for Koch Feld 1 -Mr. Green explained that the fence would go all the way down Charbonier not just Koch 1. Councilman Jones asked about looking at rubberized fencing and would like to know the difference in pricing.

Discussion was had regarding a design build for the splash pad.

Break. 4pm.

#### **Public Works - Health Department**

**Todd Hughes, Director of Public Works, Kevin Podmore, Health Department Foreman, Dave Klaus, Parks Foreman**

Mr. Hughes provided an overview of the public works budget.

Mr. Hughes stated that they are asking for 2 additional summer laborers in the Health Department.

\*\*. Councilwoman Pagano asked how many lawns were cut by the city this year. Mr. Podmore answered that 681 properties were cut this year. The city billed \$135,650 for grass cutting. Council asked how much was received from the county for the bills.

Discussion of overtime increase.

Discussion of a contractor for cutting grass. Mr. Hughes is asking for 2 full time Class C employees to cut grass and supplement other duties.

\*\*\*4200 – Overtime from 25,000... maybe to 15,000

Discussion of how many lawns could be done in a day. Discussion of bidding on the cutting contract.

#### **Public Works**

Mr. Hughes is asking for 3 employees and one reduction. He wants to add a commercial inspector because they do not have one person who can perform an entire commercial inspection. Mr. Hughes stated that this position should be a pay grade 8.

Mr. Hughes is asking for 2 additional code enforcement officers for exterior noncompliance, complaints. Councilwoman Pagano stated that there are 100 employees on the street any any given time. She asked Chief Lowery about the code enforcement officer streamlining the process of reporting issues with housing.

Councilman Jones asked how far behind they are on inspections. Mr. Hughes stated that they are a week and a half back.

Councilman Harris asked about training the current inspectors to be a commercial inspector.

## **Streets**

Discussion about salt and calcium chloride.

## **Capital Improvement Fund, Capital Additions**

Discussed the reduction in the slurry seal request. Mr. Hughes wants to research new options for the streets and will revisit in next years budget.

Health Department – Mr. Hughes stated that they are asking for the replacement of the senior van. Discussion about renting a bus for outside trips. Councilwoman Pagano asked how many people use the bus.

## **Street Fund**

Asking for salt and calcium chloride from the street fund as well as other street improvements. Councilman Jones stated that he doesn't want the expenses shifted out of the Prop S funds when it was something that was in the budget before.

Councilman Schildroth agreed that he is not comfortable with salt and calcium chloride coming out of Prop S. Mayor Schneider stated that he does not agree. He does not feel that Prop S was sold that way and feels it is appropriate to take street maintenance items from Prop S funds.

## **Sewer Lateral Fund**

Discussion on how the time is tracked for an employee to spend on an activity. Question of how many vehicles are in the sewer lateral fund.

## **Property Maintenance fund**

\*\*Councilwoman Pagano questioned the 2 Police Officers. She said there should have only been one.

\*\* Breakdown on administrative cross charges. Also the number of rental property owners who have gone through the program and those who have not.

Mr. Hughes stated that he wanted to give the council a heads up that they are nearing the completion of the roof study and fuel tank storage so they will be bringing numbers to them soon.

**Information Technology, Steve Weiersmueller.**

He presented their mission statement. They have 3 and 5 year goals. He provided a handout and reviewed their proposed budget. He outlined the reasoning for the request for the IT Technician to be raised to a higher grade level.

Councilman Schildroth moved for a closed session to discuss personnel in accordance with the 610.021 (3) of the Missouri State Statutes, seconded by Harris on roll call the council voted: Harris yes, Jones yes, Eagan yes, Caputa yes, Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes. Motion Carried and the Council proceeded into closed session at 6:34 pm.

The Council discussed personnel issues

Councilman Schildroth moved to open closed meeting, seconded by Henke. On roll call the council voted: Harris yes, Jones yes, Eagan yes, Caputa yes, Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes. The Council returned to open session at 6:36 pm.

Council discussed the date for the next budget meeting which was scheduled for Tuesday October 23<sup>rd</sup>, 2018 at 6pm.

There being no further items to discuss Councilman Schildroth moved to adjourn the meeting, seconded by Pagano. On voice vote, the motion carried and the meeting was adjourned at 6:42pm.

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Karen Goodwin, MPPA/MMC/MRCC  
City Clerk

\*\*Requests for more information

\*\*\* Motions made



CITY OF FLORISSANT  
BUDGET MINUTES  
OCTOBER 23, 2018



The City Council met on Saturday, October 13<sup>th</sup>, 2018 for a budget work session on the Fiscal Year 2018-19 proposed Budget at 6:00 pm in the Council Chambers at 955 rue St. Francois. Council members in attendance included: Schildroth, Henke, Pagano, Parson, Siam, Harris, Eagan, Caputa and Jones. Also in attendance were Mayor Thomas P. Schneider, Director of Finance Kimberlee Johnson and City Clerk Karen Goodwin. Council President Pagano stated that a quorum was present and the meeting was brought to order.

**Insurance update**

Sonya Brooks-White, Human Resources Director, stated that the city will be switching to 4 tiers for medical coverage. She explained that the numbers were weighted heavily on the family. Restructuring the plan will save the city money even if the city pays more of a percentage toward the employee coverage. Everyone benefits as well as the city.

If they current numbers are left the family coverage would increase by \$200 plus. With the city paying 50%, the family will increase by \$12. 58 employees have family coverage.

**Administration**

Mrs. Johnson provided sheets with adjustments that were proposed at the budget meeting on October 3<sup>rd</sup>. She called out the change in the cashier position to an accounts receivable clerk. This change enables cross training in the department. The position would be going from grade 3 step 14 to grade 5 step 6.

She is requesting a part time clerk for the finance department. Mrs. Johnson explained the need for a part time accounting clerk.

Councilwoman Pagano asked about the software that was approved. Mrs. Johnson stated that there are a lot of reconciliation that is not able to be done for lack of time. Councilwoman Pagano stated that the jobs study was done and positions were changed accordingly. Mrs. Johnson stated that the cashier position was not changed and possibly should have been looked at closer. Mrs. Pagano asked how much the part time would be paid. Mrs. Johnson answered \$14-15 per hour.

Councilman Jones stated that the goal was to eliminate a position in the finance department. He feels they are going the other direction. Mrs. Johnson stated that some reconciliation is not happening. Councilman Jones asked if Mrs. Johnson could make it work with one less person. Mrs. Johnson said that she could not get everything done with one less person.

Councilman Eagan discussed the expenditures of the golf course. He asked how much of a deficit the city will sustain this year. Mrs. Johnson stated that it is at approximately a \$200,000 deficit. She stated that she does not know why it is more than last year. She has been given the numbers by the golf course.

Councilman Eagan asked how much this budget would be dipping into reserves.

Councilman Parson asked about the percent of reserves. Discussion involved an acceptable number for the reserves.

\*\*Councilman Jones asked for information on anything coming out of the proposition funds.

Councilman Jones excused himself to attend a Ward 2 Neighborhood Watch meeting at 6:44 pm.

Councilman Eagan stated that when the council goes to the public for taxes. They expect that money to be used for that specific purpose and not to reduce the general fund or subsidize other operations.

Councilman Harris stated that there should be a policy to keep a reserve for each fund. Mrs. Jones stated that the policy exists and that it is already done this way.

Council discussed the value of the Public relations representative for \$12,000.

Councilwoman Pagano asked by a resident survey for \$5,000 is budgeted.

#### 4042 – Dues, Travel and Training

Discussion was had regarding the Economic Development Director that is now part time, are the travel and organization dues expenses necessary?

\*\*4053 - Pagano asked about the \$7000 for help wanted ads.

4032 – Office supplies and maintenance – Microfilm is increased due to a backlog and change of process.

Councilman Schildroth stated that we complain about vacancies and feels strongly about not cutting travel and dues for the Economic Development Director.

\*\*\* Councilwoman Pagano moved to increase account no. 4042 by \$1000 for the City Clerk to allow her to attend the Municipal League annual conference. On voice vote the motion carried unanimously.

Council President Caputa moved to take 5 minute break at 7:20pm, seconded by Eagan, motion carried.

The meeting resumed at 7:35 pm

Councilman Siam stated that he feels that with the extra revenues they should be able to reduce spending to balance the budget and put money back in to the reserves.

#### **IT Budget**

3600 – Schildroth questioned overtime and would like to see it reduced.

\*\*Caputa asked for clarification on the increase for the IT Technician – grade 6 step 4

\*\* pending question on professional services.

\*\*Councilman Harris stated that he is interested to know what contracts and professional services are proposed for each department.

Councilman Caputa asked about the contract with Lou Jearls. Mayor stated that Mr. Jearls is finishing up projects and only through this budget year.

#### **Housing Center**

\*\* Discussion of reinstating 2 full time employees requested by the director.

Councilman Henke was excused at 8:02.

Mrs. Johnson discussed the benefits of the Community Development services. Council discussed the merits of the housing programs to the residents.

Council decided no changes.

### **Legislative Department**

No changes

\*\*Councilman Harris asked about Public official's liability insurance?

### **Senior Department**

No Changes

### **Administration**

\*\*\*Councilman Schildroth moved that moving forward the residency incentive is not offered to new employees, seconded by Siam. Councilman Jones feels that the person that lives in their city cares about the city and he is not in favor. Councilman Eagan agrees. Councilwoman Pagano would like to keep the program. Councilman Schildroth stated that moving forward he feels it is not keeping employees in the city. On roll call, the council voted: Siam yes, Eagan no, Parson no, Schildroth yes, Pagano no, Harris no, Jones no, Caputa no, Henke absent. The Motion failed.

Councilman Schildroth stated that he does not see a need to increase the pay for the Senator Tim green so the Council decided to leave 4050 (professional services) at 20,004.

Council discussed eliminating professional services accounts all together.

Council discussed the increase in 4055 (insurance, fire, liability). The brokers said that there have been excessive workman's compensation claims. Mayor Schneider explained that new safety programs are being developed to help with this issue. Councilman Eagan stated that this may be an industry wide problem.

\*\*Harris asked to see the fire insurance estimate.

\*\*\*4032 – Councilman Parson moved to reduce account no. 4032 "office Supplies" for the Finance Department from \$10,000 to \$9,000, seconded by Harris. Pagano stated that she would rather cut the resident survey. On roll call the council voted: Siam yes, Eagan no, Parson yes, Schildroth yet, Pagano no, Harris yes, Jones yes, Caputa no, Henke absent. The motion passes 5-3.

\*\*\*Councilman Siam moved to eliminate the resident survey from account no. 4023, seconded by Pagano, discussion: Councilman Eagan is against, feels it is valuable. On roll call the Council voted: Caputa no, Jones yes, Harris yes, Pagano yes, Schildroth no, Parson yes, Eagan no, Siam yes. Motion carried 5-3.

Break 9:02

\*\*\*Councilman Siam moved to reduce account no. 4041 "Mayor's expenses" from \$10,000 to \$7,500, 2<sup>nd</sup> by Parson, discussion: Councilman Eagan stated that new mayor may need new vehicle. Councilwoman Pagano agrees but feels they may need to come back. On roll call the council voted: Siam yes, Eagan no, Parson yes, Schildroth no, Pagano no, Harris yes, Jones yes, Caputa no, Henke absent. The vote was tied and the council decided to revisit this issue at the next meeting.

#### **Theater**

\*\*\*Councilman Parson moved to reduce the light board from \$10,000 to \$7000, 2<sup>nd</sup> Jones, (096143 capital additions). Motion carried unanimously.

\*\* Question about increase in full time salaries in the Theater Department

Council scheduled the next budget meeting for 6:00 pm Monday October 29th, 2018

Councilman Caputa moved to adjourn the meeting, seconded by Eagan. The meeting adjourned at 9:50 pm.

There being no further items to discuss Councilman Caputa moved to adjourn the meeting, seconded by Eagan. On voice vote, the motion carried and the meeting was adjourned at 9:50 pm.

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Karen Goodwin, MPPA/MMC/MRCC  
City Clerk

\*\*Requests for more information

\*\*\* Motions made



CITY OF FLORISSANT  
BUDGET MINUTES  
OCTOBER 29, 2018



The City Council met on Saturday, October 29<sup>th</sup>, 2018 for a budget work session on the Fiscal Year 2018-19 proposed Budget at 6:00 pm in the Council Chambers at 955 rue St. Francois. Council members in attendance included: Schildroth, Henke, Pagano, Parson, Siam, Harris, Eagan, Caputa and Jones. Also in attendance were Mayor Thomas P. Schneider, Director of Finance Kimberlee Johnson and City Clerk Karen Goodwin. Council President Pagano stated that a quorum was present and the meeting was brought to order.

Council resumed the discussion of the budget.

Councilwoman Pagano asked about the increase in the Theater department salaries.

\*\*\*Councilman Parson moved to change theater salaries for full time from \$142,000 to \$140,000, seconded by Eagan, motion carried unanimously.

### **Media**

Discussion of the differences in payroll numbers from last year.

\*\*\*Councilman Schildroth discussed a reduction in overtime. Councilman Jones moved to reduce overtime for media to \$4000, 2<sup>nd</sup> by Henke, motion carried unanimously.

### **Courts**

\*\*\*3550 – Prosecuting Attorney – professional services. Councilman Jones moved to increase by \$5000, seconded by Parson, motion carried unanimously.

Councilman Parson discussed the increase in contract services. Mrs. Johnson stated that the increase was due to additional dockets. Council discussed waiting to mid year and see where they are.

### **Human Resources**

Mrs. Johnson clarified account 4053 for the help wanted included the software maintenance as part of the \$7000. Council discussed the need for the extra money for help wanted ads.

Break 7:10 pm

### **Police Department**

47 Holiday Pay – why the big difference. Mrs. Johnson stated that she separated it out from  
48 regulation salaries for clarification

49  
50 4942 – Dues travel and training – Chief explained the additional training being requested.

51  
52 1761- Capital additions

53  
54 Councilwoman Pagano stated that she is concerned about paint and resurface interior  
55 doors and frames and flooring coming out of Prop P funds. Chief Lowery explained because it is  
56 the department building and it is part of the operation. Councilwoman Pagano would prefer that  
57 those things were not taken out of the Prop P funds. She feels that this is more of a capital  
58 improvement item.

59 Councilman Siam suggested that they should consider the upgrade and reconfigure of the  
60 locker room and the work station update be take from another fund as well.

61 Councilman Harris asked if there are inspections and upkeep of the building for  
62 certification.

63 Council discussed the appropriate use of the Prop P funds.

64 Councilman Siam clarified that the council is discussion moving the utilities for the court  
65 building and 4 line items from the Prop P to the general fund.

66 Henke asked if the police building repairs need to be done this year.

67 Council discussed the repairs to the police station and whether or not they are needed and  
68 should come from the prop P funds. Chief Lowery discussed his justification for the expenses  
69 for the repairs. Councilman Henke moved to move on and come back to this issues – 2<sup>nd</sup> by  
70 Harris, motion carried.

71  
72 **Golf Course**

73  
74 Break at 8:19 pm.

75  
76 \*\*0642 – Councilman Harris remove the Greater North County Chamber membership dues of  
77 \$250 because the membership is redundant and should be included in the citywide membership,  
78 seconded by Caputa. Motion carried with Eagan voting no.

79  
80 Council discussed round fees and potential increases.

81 Councilman Harris proposed reducing the hours for the pro shop staff. Councilman  
82 \*\*\*Harris moved to reduce the pro shop hours to 1000 hours down from 1,740. Seconded by  
83 Jones. Discussion: Councilwoman Pagano discussed that the projections include extra  
84 tournaments and the staff may be needed. Mrs. Johnson explained that the departments were  
85 asked to project revenues and what it would take to provide the services needed. Councilman  
86 Eagan called for the question. Motion carried with Eagan/Henke/Pagano voting no

87 Councilman Siam moved to reduce Cart attendants to 4 employees, 4 ground keepers and  
88 3 food and beverage attendants. Died for lack of a 2<sup>nd</sup>.

89 Councilman Caputa asked about the golf course laborer. Mayor Schneider explained the  
90 responsibilities that include the equipment management.

92 Councilman Schildroth moved to remove the increase for the golf clubhouse manager position,  
93 seconded by Jones. Discussion: Motion and second withdrawn.

94  
95 Councilman Schildroth moved to go in to closed session in accordance with section 610.021 (3)  
96 seconded By Eagan, on roll call the council voted: Schildroth yes, Henke yes, Pagano yes,  
97 Parson yes, Siam yes, Harris yes, Eagan yes, Caputa yes and Jones yes.

98  
99 The council proceeded in to closed session to discuss personnel at 9:43 pm.

100  
101 Councilman Schildroth moved to return to open session at 9:59 in accordance with section  
102 610.021 (3) seconded By Eagan, on roll call the council voted: Schildroth yes, Henke yes,  
103 Pagano yes, Parson yes, Siam yes, Harris yes, Eagan yes, Caputa yes and Jones yes.

104  
105 The council proceeded back to open session.

106  
107 The Council confirmed the next meeting for Tuesday October 30<sup>th</sup> and discussed the next  
108 meeting possibility for Saturday, November 3<sup>rd</sup>. .

109  
110 There being no further items to discuss Councilman Caputa moved to adjourn the meeting,  
111 seconded by Eagan. On voice vote, the motion carried and the meeting was adjourned at 10:07  
112 pm.

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115 \_\_\_\_\_  
Karen Goodwin, MPPA/MMC/MRCC

116 City Clerk  
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CITY OF FLORISSANT  
BUDGET MINUTES  
OCTOBER 30, 2018



The City Council met on Tuesday, October 30th, 2018 for a budget work session on the Fiscal Year 2018-19 proposed Budget at 6:00 pm in the Council Chambers at 955 rue St. Francois. Council members in attendance included: Schildroth, Pagano, Siam, Harris, Eagan, Caputa and Jones. Parson and Henke were excused. Also in attendance were Mayor Thomas P. Schneider, Director of Finance Kimberlee Johnson and City Clerk Karen Goodwin. Council President Caputa stated that a quorum was present and the meeting was brought to order.

Council President Caputa called the meeting to order at 6:22 pm.

Council President Caputa stated that the last item discussed was the Golf Course.

Mayor Schneider discussed the golf course management and how it is handled by the labor laws. Mrs. Johnson quoted some comparison salaries from other golf municipal golf courses in the area. Councilwoman Pagano asked about the structure of the other courses. Councilman Eagan restated that the request that is in the budget is fair and reasonable. Councilman Schildroth stated that the positions are different in other municipalities. He said that the amount discussed was more than a \$2000 difference.

\*\* Discussion regarding golf course salaries to be continued

### **Administration**

Councilman Caputa addressed the request for an additional part time person in the Finance Department.

The discussion involved the change in title for the cashier to an account clerk position. Mrs. Johnson stated that the cashier does not perform cashier duties but does more than that. Councilman Jones asked what the differences are. Councilwoman Pagano stated that this job description was there when she took the position. She stated that they wanted the Mayor to wait until the Finance Director was hired until they hired others in the department. Mrs. Johnson stated that she has evaluated her department and has determined that what needs to be done cannot be done with the current staffing numbers. She enumerated the responsibilities and the upcoming tasks that will need to be done.

Councilman Eagan asked what the changes being proposed would cost the city. Mrs. Johnson stated that it would be less than \$30,000 for both positions.

Councilman Harris understands that to get things up to speed it will take more people.

Councilman Eagan sated that they need to give the new finance director a chance to succeed. He stated that the wounds are deep but they need to move ahead.

Mrs. Johnson explained that she has been looking at processes to help the council to understand the budget better and it will take more than one year to get to the point of a balanced budget.

Break 7:20 pm - Resume 7:31pm

\*\*\*Councilwoman Pagano moved to remove the additional financial specialist for 6 months, seconded by Schildroth , motion carried with Harris and Eagan voting no. (Henke/Parson absent)

Councilman Caputa asked about Blanke fees. Mrs. Johnson stated that they are looking at the feels and if savings were possible. Council discussed the insurance and the reinventing of the safety committee.

#### **Public Works**

\*\*\*Councilman Eagan moved to remove the 2 additional inspectors/code enforcement officers. Pagano seconded. Council discussed revisiting this issue in 6 months... motion carried unanimously.

Council discussed the additional requests for personnel in PW. Commercial inspector and the GIS clerk. Councilman Harris moved to remove the commercial combination inspector, motion died for lack of a 2<sup>nd</sup>.

Council discussed with Mr. Hughes on the phone the commercial inspector and the GIS inspection clerk. Mr. Hughes described those positions.

#### **Information Technology**

Councilman Schildroth moved to cut overtime from \$5,000 to \$2,500, seconded by Siam, Discussion: Motion fails 4-3 – Harris, Eagan,, Caputa, Pagano voting no.

Next meeting 8am Saturday November 3<sup>rd</sup>, 2018.

There being no further items to discuss Councilman Harris moved to adjourn the meeting, seconded by Siam. On voice vote, the motion carried and the meeting was adjourned at 8:35 pm.

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Karen Goodwin, MPPA/MMC/MRCC  
City Clerk

\*\*Requests for more information  
\*\*\* Motions made



CITY OF FLORISSANT  
BUDGET MINUTES  
NOVEMBER 3RD, 2018



The City Council met on Saturday, November 3rd, 2018 for a budget work session on the Fiscal Year 2018-19 proposed Budget at 8:30 am in the Council Chambers at 955 rue St. Francois. Council members in attendance included: Schildroth, Henke (via Skype), Pagano, Parson, Siam, Harris, Eagan, Caputa and Jones. Also in attendance were Mayor Thomas P. Schneider, Director of Finance Kimberlee Johnson and City Clerk Karen Goodwin. Council President Caputa stated that a quorum was present and the meeting was brought to order.

### **Public Works**

Councilman Harris asked about the additional commercial inspector that is being requested. He asked about the workload for the inspector. Mr. Hughes presented the numbers for inspections and the responsibilities of the inspectors. Council discussed processes for inspections.

Councilman Caputa asked Mr. Hughes to explain the GIS system. Councilman Caputa asked how much money would be saved.

Council discussed the efforts to report and write up violations with the police department. Chief Lowery stated that he would work with Mr. Hughes to streamline the process and use police officers to assist.

Council is concerned with the inspectors being proactive with housing issues and should be turning in issues themselves instead of waiting for someone to call it in.

\*\*\*Councilman Schildroth. Moved to reduce overtime down to 70,000, seconded by Parson, motion carried unanimously.

Councilman Harris asked about the ice and snow removal in Proposition S. Councilman Parson stated that he feels that it should not be in Prop S. Councilman Eagan agreed.

\*\*\*Councilman Eagan moved to move the \$115,000 for Salt from the Street Fund Account no. 0839 to Account no. 4839 into public works, Councilman Harris seconded, motion carried unanimously.

### **Street fund**

\*\*\*Councilman Schildroth move to remove the \$130,000 for a brine plan from the street fund to public works capital additions, 2<sup>nd</sup> Jones. Motion carries with Eagan and Parson voting no.

5 min break at 9:27 am.

**Peggy Hogan, Senior Director.**

Mrs. Hogan discussed the cost to rent busses instead of purchasing a new one. She described the rides that are provided and the part time bus drivers. She provided information on what is provided. She suggested that the use of the busses make the trips more affordable for the seniors. Mrs. Hogan stated that the busses can only be used by a senior citizen club.

**Health Department**

\*\*\*Councilman Jones moved to eliminate the purchase of a new senior bus, seconded by Caputa. \$100,000 (Account no. 036148) Discussion: Eagan does not agree. Cheryl Thompson suggested state programs to assist with the purchase. Council discussed not eliminating the other busses just the purchase of a new bus. Councilman Schildroth asked about the condition of the bus that is being replaced. Mr. Hughes stated the bus is in bad shape. Motion carried with Eagan voting No

\*\*\* Councilwoman Pagano moved to increase the Senior Department budget by \$10,000, 2<sup>nd</sup>. By Jones, motion carried unanimously.

Councilman Siam moved to reduce the overtime for the Health Department to \$13,000, no second.

Request for 2 additional Class C Full time employees. Mr. Hughes explained the request. Discussion involved the duties of the new employees if approved.

\*\*\*Councilman Parson moved to reduce count no 4229 to 47,500, 2<sup>nd</sup> by Jones, on roll call vote, motion Parson amended is motion to 50,000, 2<sup>nd</sup> on roll call the motion failed with Eagan, Caputa, Schildroth, Henke (via Skype) Pagano voting no.

Councilman Eagan stated that the city is at a crossroads. He feels that the Council should pass the budget as it stands and give them fair shake this year and move on.

Mrs. Johnson stated that she feels that the city council needs a clearer picture of the programs and the impacts of the changes. Due to the timeline there is no time to make large scale changes. The conversation continues on where we can change and improve to save money through tough the year. The budget is better than it has been and will continue to improve.

**Capital Improvement fund**

\*\*\*Brine plan was moved to Capital Additions \$130,000.

Councilman Caputa asked about the Old town and Hwy 67 enhancement mowing. Mr. Hughes explained the expenditure.

93 **Sewer Lateral Fund**

94  
95 \*\*\*Councilman Harris moved to amend the Administrative cross change from \$424,000 to  
96 \$357,000 for 8050 – Professional Services at the request of the finance director, motion carried  
97 unanimously on voice note.

98  
99 No changes

100  
101 **Property Maintenance fund**

102  
103 \*\*\*Councilman Caputa moved to increase account no. 1650, from \$360,000 to \$361,000 at the  
104 recommendation of the Finance Director. Seconded by Jones, motion carried unanimously.

105  
106 Councilwoman Pagano explained the Rental property program and it should be self  
107 sustained. The discussion involved the 2 police officers that are being paid for from this fund.

108  
109 **Parks**

110  
111 Discussion of salary amount increase for the Golf Club Manager.

112  
113 \*\*\*Golf Course laborer - Grade 4 step 1 – JE / GH motion carried with Eagan

114  
115 Assistant golf club manager for clubhouse move to grade 3 step 1... GH/JE.

116  
117 \*\*\*KS moved to remove the increase for Golf Course clubhouse manager, TJ seconded. Motion  
118 carries with Eagan and Henke voting no.

119  
120 **Park Improvement**

121  
122 \*\*\*Councilman Eagan moved to add \$168,333 to part time salaries at the request of Mrs.  
123 Johnson, Eagan Seconded, motion carried unanimously.

124  
125 **Parks Equipment**

126  
127 \*\*\*Councilman Jones moved to cut pickup trucks to \$50,000, seconded by Siam. Motion  
128 carried with Henke voting no.

129  
130 **Proposition P Fund**

131  
132 Discussion involved the improvements to the police department upgrades.

133  
134 \*\*\*Councilman Harris moved to increase administrative cross charge from \$1,250,419 to  
135 \$1,405,000 in the Public Safety Fund account no 17-50000 at the request of Mrs. Johnson,  
136 seconded by Jones, motion carried unanimously.

\*\*\*Councilman Harris moved to accept the changes presented in the revised version of the budget presented on October 8<sup>th</sup>, 2018 with the exception of changes made during the budget meetings, seconded by Eagan, motion carried unanimously.

**General fund –**

\*\*\*Councilman Caputa moved to increase Workman's comp insurance by \$115,391 at the request of Mrs. Johnson, seconded by Jones, motion carried unanimously.

Councilman Siam moved to reduce the Mayor's expenses to \$7,500 ...no second.

There being no further items to discuss Councilman Eagan moved to adjourn the meeting, seconded by Caputa. On voice vote, the motion carried and the meeting was adjourned at 1:23 pm.

---

Karen Goodwin, MPPA/MMC/MRCC  
City Clerk

\*\*Requests for more information

\*\*\* Motions made

## **CITY OF FLORISSANT**



### **PUBLIC HEARING NOTICE**

**Notice is hereby given in accordance with Section 405.135 of the Florissant City Code, the Zoning Ordinance, as amended, that a Public Hearing will be held by the City Council of the City of Florissant, St. Louis County, Missouri, in the Council Chambers, 955 rue St. Francois, on Monday, November 12, 2018 at 7:30 P.M. on the following proposition, to wit:**

**To issue an amendment to B-5 Ordinance No. 8105 to allow for a shopping center with a sit-down, carry-out restaurant (lmo's) for the property located at 15285 New Halls Ferry Road (legal description to govern). Citizens and parties of interest will have the opportunity to be heard at said public hearing. Anyone with special needs should contact the City Clerk at least 5 days before said public hearing by calling 839-7630 or TDD 839-5142.**

**Karen Goodwin, MMC City Clerk.**

FLORISSANT PLANNING & ZONING COMMISSION APPLICATION



City Of Florissant – Public Works  
314-839-7648

Application is hereby made to the Building Commissioner of the Department of Public works Office at the City of Florissant, Missouri, to appear before the Planning & Zoning Commission

Please Print or Type The Following Information

Property Address: 15285 New Halls Ferry Road

Property Owners Name: New Halls Ferry Real Estate, LLC Phone #: \_\_\_\_\_

Property Owners Address: 8 Claychester; Des Peres, MO 63131

Business Owners Name: New Halls Ferry Real Estate, LLC Phone #: \_\_\_\_\_

Business Owners Address: 8 Claychester; Des Peres, MO 63131

DBA (Doing Business As) \_\_\_\_\_

Authorized Agents Name: Tom Palitzsch CO. Name: Thomas Realty Group  
(Authorized Agent to Appear Before The Commission)

Agents Address: 300 S. 2nd St; St. Charles, MO 63301 Phone #: 636-359-1047

Request Approval of a preliminary development plan.

State complete request (print or type only).

IF A TRAFFIC STUDY IS REQUIRED FOR CERTAIN DEVELOPMENTS AND USES THE COST OF THE TRAFFIC STUDY SHALL BE PAID BY THE APPLICANT. PLEASE SUBMIT FOLDED PLANS

William Jennings member  
Applicant's Signature

9-27-18  
Date

Received by: SA Receipt # 611892 OFFICE USE ONLY Amount Paid: \$300 Date: 9-28-18

STAFF REMARKS: \_\_\_\_\_

COMMISSION ACTION TAKEN:

DATE APPLICATION REVIEWED: \_\_\_\_\_

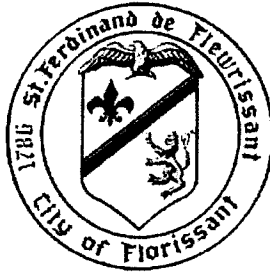
SIGNATURE OF STAFF WHO REVIEWED APPLICATION

Planning & Zoning Application  
Page 1 of 1 – Revised 9/28/10

RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN

X SIGN. [Signature] DATE: 10-15-18

**APPLICATION TO THE CITY OF FLORISSANT PLANNING AND ZONING  
COMMISSION TO AMEND THE PROVISIONS OF AN EXISTING B-5  
PLANNED COMMERCIAL DISTRICT ORDINANCE**



**PLANNING & ZONING ACTION:**

Address of Property:

15285 New Halls Ferry Road

**RECOMMENDED APPROVAL**  
**PLANNING & ZONING**  
**CHAIRMAN**

Council Ward 4 Zoning \_\_\_\_\_

Initial Date Petitioner Filed \_\_\_\_\_

**Building Commissioner to complete  
ward, zone & date filed**

**PETITION TO AMEND B-5 ORDINANCE # 8105**

**Enter ordinance number or number requesting to amend.**

1) Comes Now New Halls Ferry Real Estate, LLC

(Individual's name, corporation, partnership, etc.)

**Enter name of petitioner. If a corporation, state as such. If applicable include DBA (Doing Business As).**

and states to the Planning and Zoning Commission that he (she) (they) has (have) the following legal interest in the tract of land located in the City of Florissant, State of Missouri, described on page 3 of this petition.

Legal interest in the Property owner

**State legal interest in the property. (i.e., owner of property, lease); also submit copy of deed or lease or letter of authorization from owner to seek a special use.**

A. The petitioner (s) hereby states that he (she) (they) is (are) submitting a description of the property for which the Permit is petitioned by giving bearings & distances (metes and bounds). Not required if description is identical to "B".

B. The petitioner (s) hereby states that he (she) (they) is (are) submitting a survey or plat of the property drawn to a scale of 100 feet or less to the inch, referenced to a point easily located on the ground as street intersection, centerline of creek having a generally known name, etc., showing dimensions, bearings and distances of the property, north arrow and scale.

C. Acreage to nearest tenth of an acre of the property for which rezoning is petitioned 2.27

2. The petitioner(s) hereby further state(s) that the property herein described in this petition is presently zoned in a B-5 District and is presently being used for vacant

**State current use of property, (or, state: vacant).**

3. The petitioner(s) hereby state(s) the following reasons to justify the amendment to the existing B-5 ordinance:  
A change in the proposed layout on parcel/lot 1

**List reason for the amendment request.**

4. The petitioner(s) further states(s) that they (he) (she) can comply with all of the requirements of the City of Florissant, including setback lines and off-street parking.
5. The petitioner(s) further state(s) that they (he) (she) further represent(s) and warrants that they (he) (she) has (have) not made any arrangement to pay any commission, gratuity or consideration, directly or indirectly, to any official employee or appointee of the City of Florissant, with respect to this application.

PRINT PETITIONER'S NAME New Halls Ferry Real Estate, LLC

PETITIONER(S) SIGNATURE (S) William George  
FOR limited liability company

(company, corporation, partnership)

**Print and sign application. If applicant is a corporation or partnership signature must be a CORPORATE OFFICER or PARTNER. NOTE: Corporate officer is an individual named in corporate papers.**

6. I (we) hereby certify that (indicate one of the following):
- ( ) I (we) have a legal interest in the herein above described property.
- ( X ) I am (we are) the duly appointed agent(s) of the petitioner (s), and that all information given here is true and a statement of fact.

**Petitioner may assign an agent to present petition to the Commission and Council. The agent must sign the petition in this section, and provide address and telephone number**

SIGNATURE TA

ADDRESS 300 S. 2nd St. St. Charles MO 63301  
STREET CITY STATE ZIP CODE

TELEPHONE NUMBER 636-359-1047

BUSINESS  
I (we) the petitioner (s) do hereby appoint Tom Palitzsch as  
Print name of agent.  
my (our) duly authorized agent to represent me (us) in regard to this petition.

William George  
Signature of Petitioner(s) or Authorized Agent

**NOTE:** Be advised when the petitioner and/or his duly authorized agent appears before the Planning and Zoning Commission and make the presentation, the same individuals must also appear before the City Council for that presentation. Also if the descriptions of plats or surveys are incorrect, or if the petition form is not correctly and completely filled out it will be returned for corrections and may have to be re-submitted.

**Please check the box for the appropriate type of operation then fill in applicable section (a), (b) or (c).  
Corporations are to submit copy of Missouri corporate papers with registration papers.**

1) Type of Operation: Individual: ☐ Partnership: ☐ Corporation: ☐ **X** LLC

(a) If an individual:

- (1) Name and Address \_\_\_\_\_
- (2) Telephone Number \_\_\_\_\_
- (3) Business Address \_\_\_\_\_
- (4) Date started in business \_\_\_\_\_
- (5) Name in which business is operated if different from (1) \_\_\_\_\_
- (6) If operating under a fictitious name, provide the name and date registered with the State of Missouri,  
and a copy of the registration.

(b) If a partnership:

- (1) Names & addresses of all partners \_\_\_\_\_
- (2) Telephone numbers \_\_\_\_\_
- (3) Business address \_\_\_\_\_
- (4) Name under which business is operated \_\_\_\_\_
- (5) If operating under fictitious name, provide date the name was registered with the State of Missouri,  
and a copy of the registration.

(c) If a ~~corporation~~: LLC

- (1) Names & addresses of all partners Bill Jennings
- (2) Telephone numbers \_\_\_\_\_
- (3) Business address 8 Claychester; Des Peres, MO 63131
- (4) State of Incorporation & a photocopy of incorporation papers \_\_\_\_\_
- (5) Date of Incorporation \_\_\_\_\_
- (6) Missouri Corporate Number \_\_\_\_\_
- (7) If operating under fictitious name, provide the name and date registered with the State of Missouri,  
and a copy of registration. \_\_\_\_\_
- (8) Name in which business is operated \_\_\_\_\_
- (9) If the property location is in a strip center, give dimensions of your space under square footage and  
do not give landscaping information.

Please fill in applicable information requested.

Name New Halls Ferry Real Estate, LLC  
Address 8 Claychester; Des Peres, MO 63131  
Property Owner New Halls Ferry Real Estate, LLC  
Location of property 15285 New Halls Ferry Road  
Dimensions of property 2.27 Ac  
Property is presently zoned B-5 per ordinance # 8105  
Current & Proposed Use of Property Currently vacant - proposed retail/restaurant  
Type of Sign pylon Height \_\_\_\_\_  
Type of Construction masonry Number Of Stories 1  
Square Footage of Building 6,400 Number of Curb Cuts 2 (Existing by DG)  
Number of Parking Spaces 61 Sidewalk Length 152  
Landscaping: No. of Trees 47 Diameter 2.5"  
No. of Shrubs 56 Size 18" height  
Fence: Type Vinyl Privacy Length 366 ft. Height 6 ft.

**PLEASE SUBMIT NINE (9) FOLDED COPIES OF THE FOLLOWING:**

1. Plan or drawing showing zoning of adjoining properties.
2. Plan or drawing showing location of property in relation to major streets and all adjoining properties.
3. Drawing showing measurement of tract and overall area of tract.
4. Plan or drawing showing proposed parking layout, landscaping, parking lighting, signage and trash enclosure.

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 JANUARY 12, 2015

3  
4 BILL NO. 9060

ORDINANCE NO 8105

5  
6  
7 **AN ORDINANCE TO REZONE FOR NEW HALLS FERRY REAL**  
8 **ESTATE, LLC THE PROPERTY LOCATED AT 15275 & 15267 NEW**  
9 **HALLS FERRY RD. FROM B-4 SINGLE FAMILY DISTRICT TO A B-5**  
10 **PLANNED COMMERCIAL DISTRICT TO ALLOW FOR A SIT-DOWN,**  
11 **CARRY-OUT RESTAURANT.**  
12

13  
14 WHEREAS, Ordinance No. 1625, as amended, establishes within the City of Florissant  
15 district classifications for the purpose of regulating their construction and use of land, buildings  
16 and property within the said various districts, and said Ordinance provides the nature, kind and  
17 character of buildings that may be erected in each of the said districts and the use to which the  
18 land and buildings may be put; and

19 WHEREAS, the Planning and Zoning Commission of the City of Florissant has  
20 recommended to the City Council at their meeting of November 17<sup>th</sup>, 2014 that Ordinance No.  
21 1625 be amended to change the classification of the property at 15275 & 15267 New Halls Ferry  
22 from B-4 Single Family Residential District to a B-5 Planned Commercial District for the  
23 location and operation of sit-down, carry-out restaurant; and

24 WHEREAS, due and lawful notice of a public hearing No. 14-12-032 on said proposed  
25 zoning change was duly published, held and concluded on Monday, December 8, 2014 at 7:30  
26 P.M. by the Council of the City of Florissant; and

27 WHEREAS, the Council, following said public hearing, and after due and careful  
28 deliberation, has concluded that the amendment of Ordinance No. 1625, as amended, as  
29 hereinafter set forth, to be in the best interest of the public health, safety and welfare of the City  
30 of Florissant; and

31  
32 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
33 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
34

35

CONTINENTAL TITLE OF MISSOURI, LLC  
 COMMITMENT NO.: 05000155REV1; EFFECTIVE DATE: OCTOBER 28, 2013;  
 SCHEDULE "A", NO. 4;

**PARCEL 1:**

PART OF LOT 4 OF ELISHA PATTERSON ESTATE PARTITION, ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK 611 PAGE 213 OF THE ST. LOUIS CITY RECORDER'S OFFICE AND IN PLAT BOOK 2 PAGES 12 AND 13 OF THE ST. LOUIS COUNTY RECORDER'S OFFICE, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE INTERSECTION OF THE SOUTHWESTERN LINE OF NEW HALLS FERRY ROAD AS WIDENED BY INSTRUMENT RECORDED IN BOOK 4443 PAGE 80 OF THE ST. LOUIS COUNTY RECORDER'S OFFICE, WITH THE NORTHEASTERN LINE OF PATTERSON ROAD, 40 FEET WIDE; THENCE NORTHWESTWARDLY ALONG THE SOUTHWESTERN LINE OF SAID NEW HALLS FERRY ROAD AS WIDENED BY INSTRUMENT RECORDED IN BOOK 4443 PAGE 80 OF THE ST. LOUIS COUNTY RECORDER'S OFFICE AND AS WIDENED BY INSTRUMENT RECORDED IN BOOK 5118 PAGE 253 OF THE ST. LOUIS COUNTY RECORDER'S OFFICE THE FOLLOWING COURSES AND DISTANCES: NORTH 28 DEGREES 11-1/4 MINUTES WEST A DISTANCE OF 344.77 FEET TO A POINT; NORTH 31 DEGREES 54 MINUTES WEST A DISTANCE OF 150.75 FEET TO A POINT; NORTH 20 DEGREES 28-1/2 MINUTES WEST 150.75 FEET TO A POINT; AND NORTH 26 DEGREES 11-1/4 MINUTES WEST A DISTANCE OF 84.04 FEET TO A POINT; THENCE LEAVING THE SAID SOUTHWESTERN LINE OF NEW HALLS FERRY ROAD, AS WIDENED, AND RUNNING SOUTH 63 DEGREES 48-3/4 MINUTES WEST A DISTANCE OF 820.97 FEET TO THE NORTHEASTERN LINE OF PATTERSON ROAD, 40 FEET WIDE; THENCE SOUTH 87 DEGREES 24-1/2 MINUTES EAST ALONG THE SAID NORTHEASTERN LINE OF PATTERSON ROAD A DISTANCE OF 942.34 FEET TO THE POINT OF BEGINNING, EXCEPTING THEREFROM THAT PART CONVEYED TO MERCANTILE BANK BY DEED RECORDED IN BOOK 8998 PAGE 2088.

**PARCEL 2:**

A TRACT OF LAND IN U.S. SURVEY 105 AND FRACTIONAL SECTION 14, TOWNSHIP 47 NORTH, RANGE 8 EAST, ST. LOUIS COUNTY, MISSOURI, BEING PART OF LOT 4 OF ELISHA PATTERSON ESTATE PARTITION, ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK 611 PAGE 213 OF THE ST. LOUIS CITY RECORDER'S OFFICE AND IN PLAT BOOK 2 PAGES 12 AND 13 OF THE ST. LOUIS COUNTY RECORDER'S OFFICE, AND BEING PART OF A LARGER TRACT OF LAND DESCRIBED TO WEDGEWOOD BATH AND TENNIS CLUB BY INSTRUMENT RECORDED IN DEED BOOK 8540 PAGE 897 AND BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE SOUTHWEST LINE OF NEW HALLS FERRY ROAD AS WIDENED BY INSTRUMENT RECORDED IN BOOK 4443 PAGE 80 OF THE ST. LOUIS COUNTY RECORDER'S OFFICE AND THE NORTHEAST LINE OF PATTERSON ROAD, 40 FEET WIDE; THENCE ALONG THE NORTHEAST LINE OF PATTERSON ROAD, NORTH 87 DEGREES 24 MINUTES 30 SECONDS WEST 394.83 FEET TO THE EAST LINE OF A 10 FEET WIDE EASEMENT GRANTED TO THE METROPOLITAN ST. LOUIS SEWER DISTRICT BY INSTRUMENT RECORDED IN DEED BOOK 8428 PAGE 1389 OF SAID RECORDS; THENCE ALONG THE EAST LINE OF SAID 10 FEET WIDE EASEMENT, NORTH 32 DEGREES 22 MINUTES 46 SECONDS EAST 292.70 FEET TO THE SOUTHWEST LINE OF NEW HALLS FERRY ROAD AS WIDENED BY INSTRUMENT RECORDED IN DEED BOOK 5118 PAGE 253; THENCE ALONG THE SOUTHWEST LINE OF NEW HALLS FERRY ROAD AS WIDENED BY INSTRUMENT RECORDED IN DEED BOOK 5118 PAGE 253 AND BY INSTRUMENT RECORDED IN DEED BOOK 4443 PAGE 80, SOUTH 31 DEGREES 54 MINUTES 00 SECONDS EAST 105.45 FEET, SOUTH 28 DEGREES 11 MINUTES 15 SECONDS EAST 344.77 FEET TO THE POINT OF BEGINNING, ACCORDING TO SURVEY EXECUTED BY STEPHANS & POEHLMAN, INC., DATED MAY 3, 1991.

36

37

38

39

40

Section 1: Ordinance No. 1625, as amended, is hereby further amended by changing the classification of the following described property from B-4 Single Family Residential District to a B-5 Planned Commercial District for the location and operation of a sit-down, carry-out restaurant:

**Section 2:** The development of the B-5 Planned Commercial District for the property known as 15275 & 15267 New Halls Ferry Rd. is hereby approved according to the Drawings Sheets A100 and A200 dated 11/12/14. Preliminary Development Plan 1, 2 and 3 of 3 dated October 2014, depicting the development, subject to the regulations of the B-5 "Planned Commercial District", and the following additional requirements:

**1. PERMITTED USES**

**2.**

The uses permitted for this property shall be limited to a sit-down, carryout restaurant with a customer pick-up window (no drive-through window service allowed), and all other uses listed as permitted uses in the B-3 Extensive Business District.

**2. FLOOR AREA, HEIGHT AND BUILDING REQUIREMENTS**

The total gross floor area of the restaurant shall not exceed 2500 square feet.

**3. PERFORMANCE STANDARDS**

The uses within the B-5 Planned Commercial District identified herein shall conform to the most restrictive performance standards as set forth in Section 405.135H of the Florissant Zoning Ordinance.

**4. TRASH ENCLOSURES**

Trash shall be kept within the area as shown on drawing **Preliminary Development Plan 1 dated 10/2014**, attached.

**5. PLAN SUBMITTAL REQUIREMENTS**

Final Development Plan shall be submitted to the Building Commissioner and shall include improvements as shown on drawing plans as listed above and shall be indicated on the Final Development Plan.

**6. SITE DEVELOPMENT PLAN CRITERIA:**

**a. Structure Setbacks:**

(1) All setbacks shall be as shown on drawing **Preliminary Development Plan 1 of 3 dated 10/2014**, attached.

**b. Internal Drives:**

(1) There shall be internal drives as shown on **Preliminary Development Plan 1 of 3 dated 10/2014**, attached.

**c. Minimum Parking/Loading Space Requirements.**

(1) There shall be **32 required parking spaces** provided on the property, **minimum 180 s.f.** , which includes accessible spaces.

84 d. Road Improvements, Access and Sidewalks

- 85 (1) There shall be new sidewalks and curb ramps provided as shown on
- 
- 86
- Preliminary Development Plan 1 of 3 dated 10/2014, attached.**
- 
- 87

88 e. Lighting Requirements.

- 89
- 
- 90 (1) Location of lighting standards shall be as shown on
- Preliminary**
- 
- 91
- Development Plan 2 of 3, attached.**
- 
- 92

93 f. Sign Requirements.

- 94
- 
- 95 (1)
- There shall be one monument sign as shown on Preliminary Development**
- 
- 96
- Plan 1 of 3, dated 10/2014 attached.**
- 
- 97

- 98 (2) All other signage shall comply with the City of Florissant sign ordinance for
- 
- 99 commercial districts.
- 
- 100

101 g. Landscaping and Fencing.

- 102
- 
- 103 (1) Landscaping provided shall be as shown on
- Preliminary Development Plan**
- 
- 104
- 1 of 3, dated 10/2014, attached.**
- 
- 105

106 h. Miscellaneous Design Criteria.

- 107 (1) All applicable parking, circulation, sidewalks, and all other site design
- 
- 108 features shall comply with the Florissant City Code.
- 
- 109

- 110 (2)
- The façades of the building shall be clay fired brick or natural stone, in**
- 
- 111
- accordance with the masonry ordinance of the City, (Section 500.040).**
- 
- 112

- 113 (3)
- Pipe bollards @ 5' o.c. shall be included to protect outdoor seating**
- 
- 114

- 115 i. Off-Street Loading Regulations. The off-street loading facilities required with respect
- 
- 116 to the establishment shall comply with Section 405.135 of the Code.
- 
- 117

118 **7. FINAL SITE DEVELOPMENT PLAN**119 The Final Development Plan shall be submitted to the Building Commissioner to  
120 review for compliance with the applicable "B-5" Planned Commercial  
121 Development ordinance prior to recording. Any variations from this ordinance  
122 approved by the City Council and/or the conceptual plans attached to this  
123 ordinance shall be processed in accordance with the procedure established in the  
124 Florissant Zoning Code.  
125126 Permittee shall file for record with the St. Louis County Recorder of Deeds a copy  
127 of this ordinance; the Permit shall not be effective until Permittee shall have  
128 submitted proof of such filing and submitted to the City Engineer a written  
129 acknowledgment and acceptance of the conditions specified herein.

130  
131 **8. AMENDMENTS TO THE SITE AND EXTERIOR BUILDING PLANS:**

132 Any changes from the approved Site Development Plan must be reviewed by the  
133 Building Commissioner. The Building Commissioner must make a determination as to  
134 the extent of the changes per the following procedure:  
135

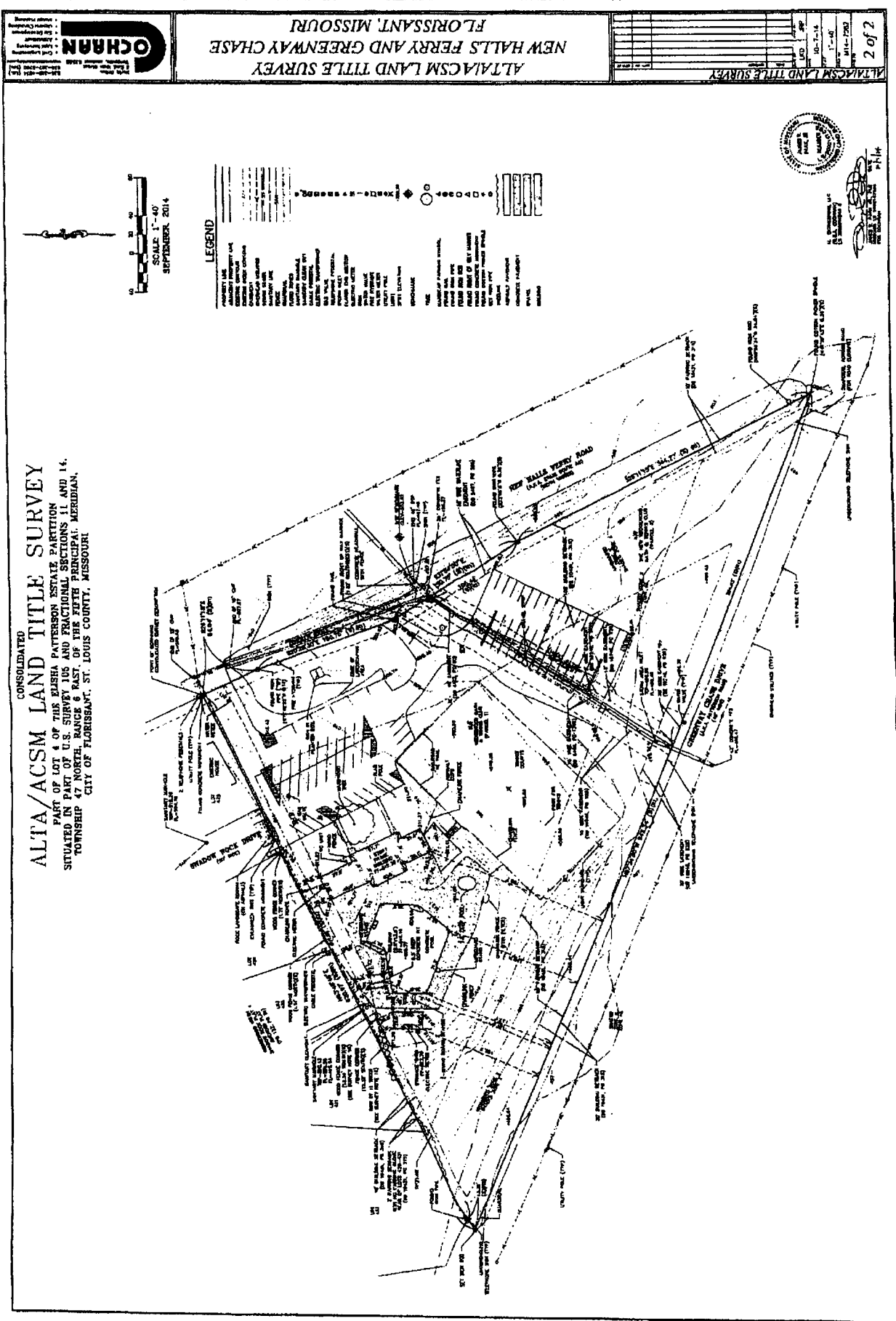
136 To amend the site development plan or site development concept plan approved  
137 for the "B-5" Planned Commercial District:  
138

139 a. Submission/initial review regarding consistency requirement. The  
140 property owner or authorized representative may submit an amended site  
141 development (concept) plan to the Building Commissioner for review. The  
142 Building Commissioner shall evaluate the request for consistency in purpose  
143 and content with the nature of the proposal as originally or previously  
144 advertised for public hearing, with conditions of the pertinent existing Planned  
145 Commercial District ordinance and with any previously approved site  
146 development plans. If the submission of the amended site development plan  
147 is necessitated by the enactment of an amended Planned Commercial District  
148 ordinance hereunder, the changes sought shall be deemed major and shall  
149 require a review thereof by the Planning and Zoning Commission.  
150

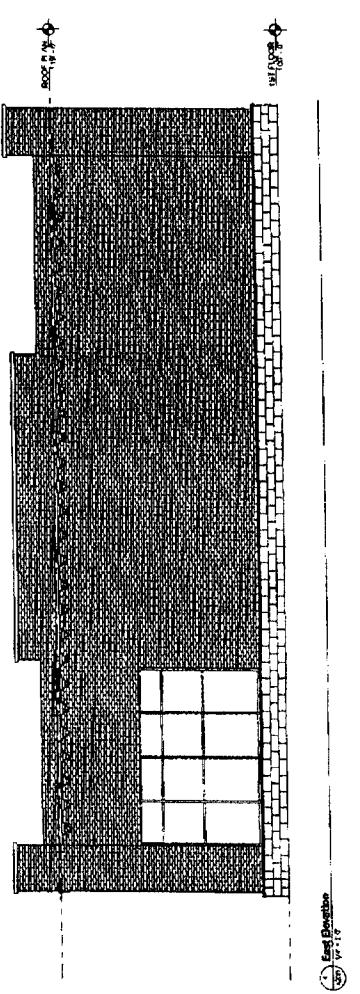
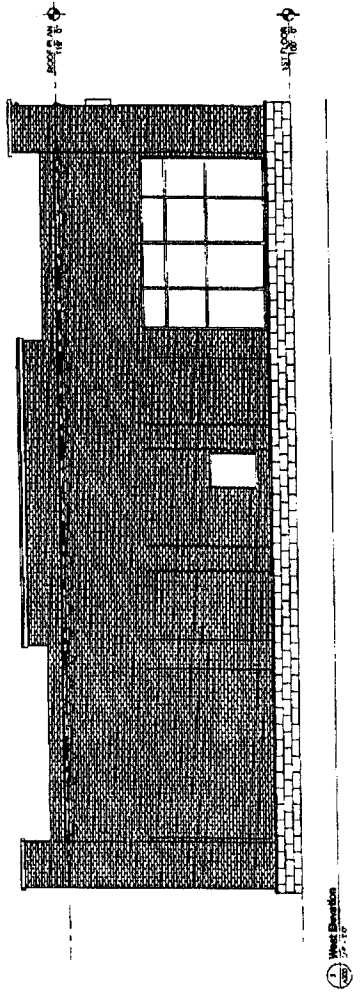
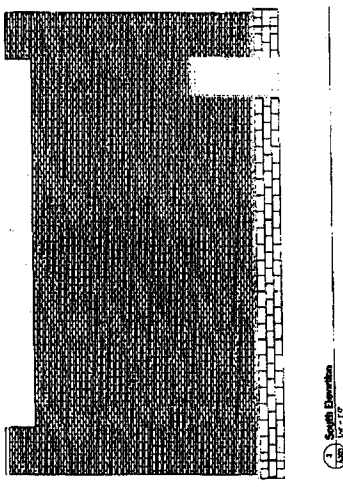
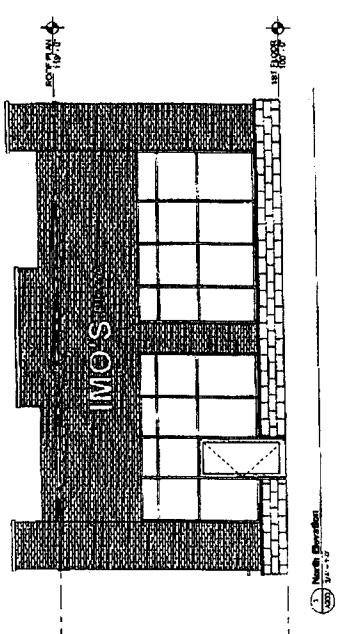
151 b. Initial determination of non-consistency. If the Building Commissioner  
152 determines that the proposed amendment to the previously approved site plan  
153 is not consistent in purpose and content with the nature of the proposal as  
154 originally or previously advertised for public hearing or does not meet all of  
155 the conditions of the pertinent Planned Commercial District ordinance, the  
156 Building Commissioner shall so report to the applicant and the Planning and  
157 Zoning Commission. If the applicant wishes to proceed with such proposed  
158 amendment, such applicant may elect to thereafter proceed in accordance with  
159 the provisions of this Section.  
160

161 c. Initial determination of consistency/minor changes. If the Building  
162 Commissioner determines that the proposed amendment to the previously  
163 approved site plan is minor in nature and is not in conflict with the nature of  
164 the proposal as originally or previously advertised for public hearing and  
165 meets all of the conditions of the pertinent Planned Commercial District  
166 ordinance, the Building Commissioner shall notify the Planning and Zoning  
167 Commission thereof and may conditionally approve such proposed  
168 amendment, which approval shall be deemed ratified by the Planning and  
169 Zoning Commission unless five (5) or more members thereof thereafter  
170 request at the first (1st) regularly scheduled and conducted meeting after  
171 notification that such proposed amendment be submitted to the Planning and  
172 Zoning Commission for review. In lieu of a grant of conditional approval, the  
173 Building Commissioner or designated representative may submit the proposed  
174 amendment to the Planning and Zoning Commission for review. In case of  
175 disapproval of the proposed amendment by the Building Commissioner, the



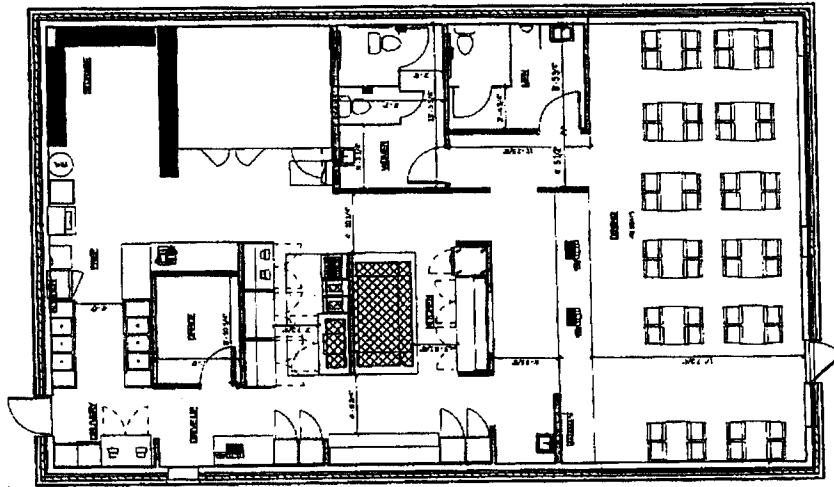


<b>RKAI</b> RICHMOND KANSAS ARCHITECTURAL, INC. 1011 Commercial - N. 1st, Suite 100, Topeka, KS 66606 TEL: 781-233-1111 FAX: 781-233-1112 WWW.RKAI.COM	NOT FOR CONSTRUCTION	IMOS FLORISSANT	SHEET NO. 105
			DATE 12/04/2014
PROJECT NAME: IMOS FLORISSANT		PROJECT NO. A200	
PROJECT LOCATION: 1011 Commercial - N. 1st, Suite 100, Topeka, KS 66606		PROJECT DESCRIPTION: IMOS FLORISSANT	
PROJECT OWNER: IMOS FLORISSANT		PROJECT ARCHITECT: RICHMOND KANSAS ARCHITECTURAL, INC.	



NOTE:  
 1. BRICK AND OTHER MATERIALS TO BE SELECTED IN ACCORDANCE WITH FLORISSANT BUILDING MATERIAL REQUIREMENTS.  
 2. FINAL SIGNAGE TO BE DETERMINED AND PERMITTED AT LATER DATE.

<b>RYKAI</b> 1000 LEXINGTON AVENUE, 10TH FLOOR NEW YORK, NY 10022 TEL: 212-512-1000 FAX: 212-512-1001 WWW.RYKAI.COM	NOT FOR CONSTRUCTION	IMOS FLORISSANT	PROJECT NO. 1000 LEXINGTON AVENUE, 10TH FLOOR NEW YORK, NY 10022 DATE: 12/12/2014 DRAWN BY: [blank] CHECKED BY: [blank] PROJECT NAME: [blank]	SHEET NO. <b>A100</b> TOTAL SHEETS: [blank]
			ARCHITECT: [blank] ENGINEER: [blank] PLUMBER: [blank]	DATE: [blank] DRAWN BY: [blank] CHECKED BY: [blank]



10TH FLOOR PLAN

**RKAI**  
REAL ESTATE SERVICES, INC.  
 10000 W. 10th Avenue, Suite 100  
 Denver, CO 80202  
 303.733.1111  
 www.rkai.com

**NOT FOR CONSTRUCTION**

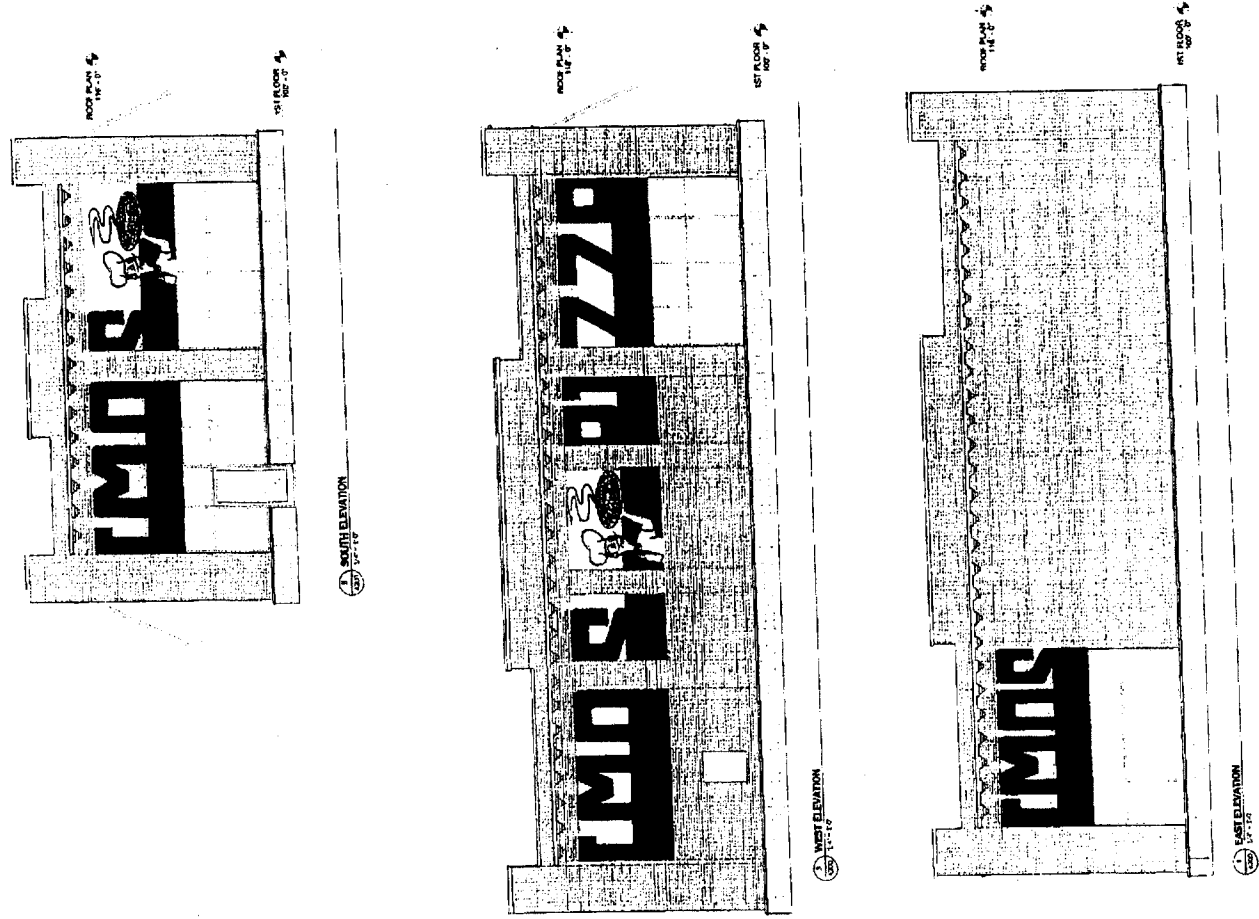
THIS DOCUMENT IS THE PROPERTY OF RKAI. IT IS TO BE USED FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF RKAI.

**IMOS FLORISSANT**

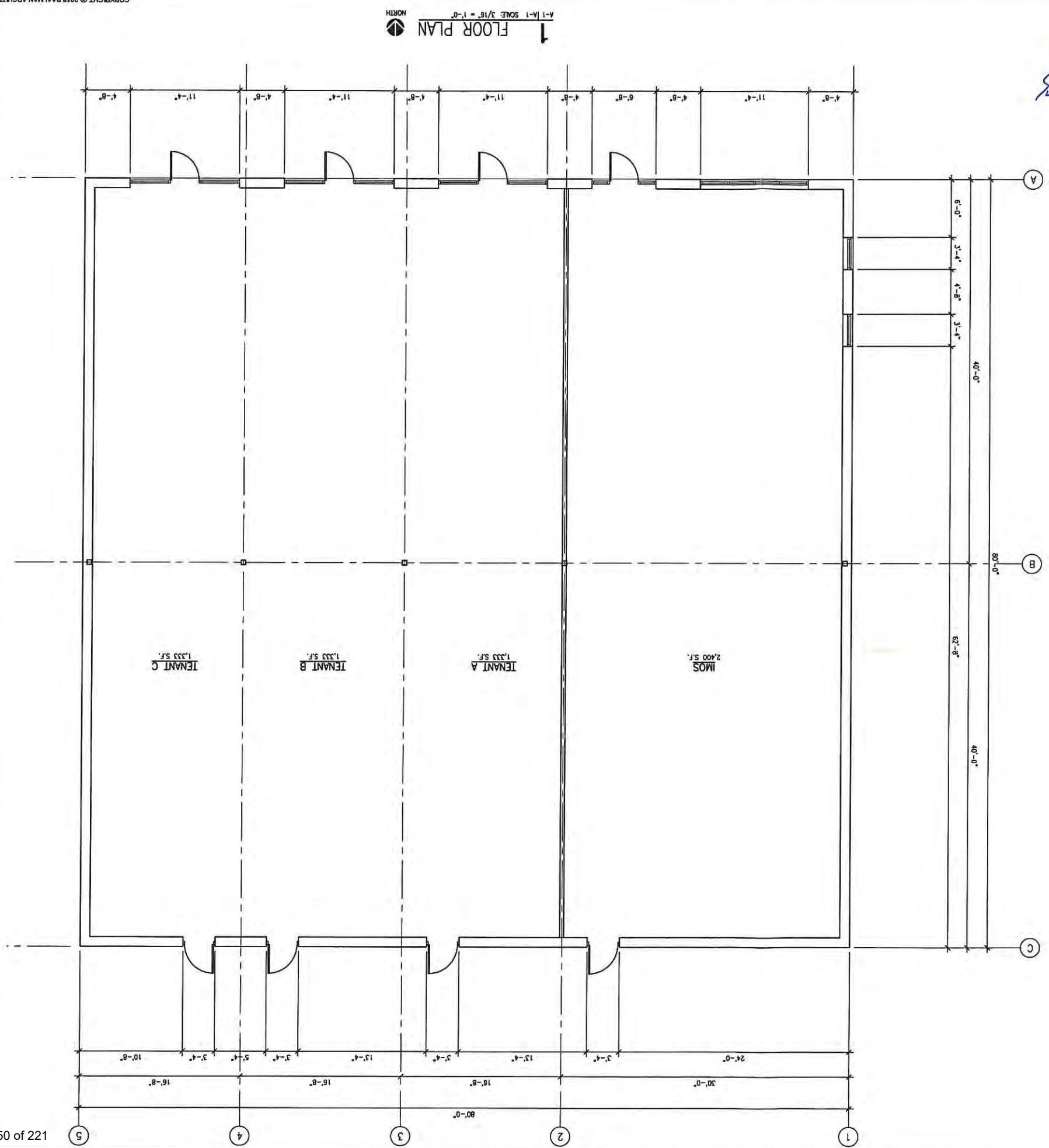
NO.	REVISION	DATE
1	ISSUED FOR PERMIT	11/17/2024

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**A200**



X  
SIGN. *[Signature]*  
CHAIRMAN  
PLANNING & ZONING  
RECOMMENDED APPROVAL  
DATE: 10-15-18



BAALMAN ARCHITECTS  
#2 David Dave  
O'Fallon, MO 63366  
ph: 314.640.6212

Packet

Project Manager: MJB  
Drawn By: MJB

Project Number: 17-074  
Date: September 27, 2018

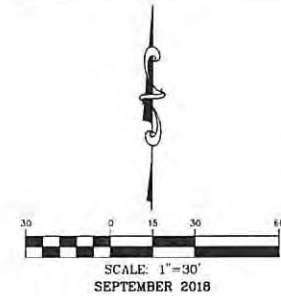
SHEET  
A-1  
FLOOR PLAN

DATE  
ISSUE  
R#

New Building for:  
**New Halls Ferry Real Estate LLC**  
New Halls Ferry Road  
Florissant, Missouri



# PHOTOMETRIC PLAN



636-332-4074 (cell)  
636-327-0980 (fax)  
www.motocall.com

**MOCHRAAN**

North Office  
8 East Main Street  
Warrensburg, Missouri 63395

- Civil Engineering
- Land Surveying
- Architecture
- Site Development
- General Consulting
- Master Planning

Missouri State Certificate  
of Authority Numbers:  
201C000046

Missouri State Certificate  
of Authority Numbers:  
201C000046

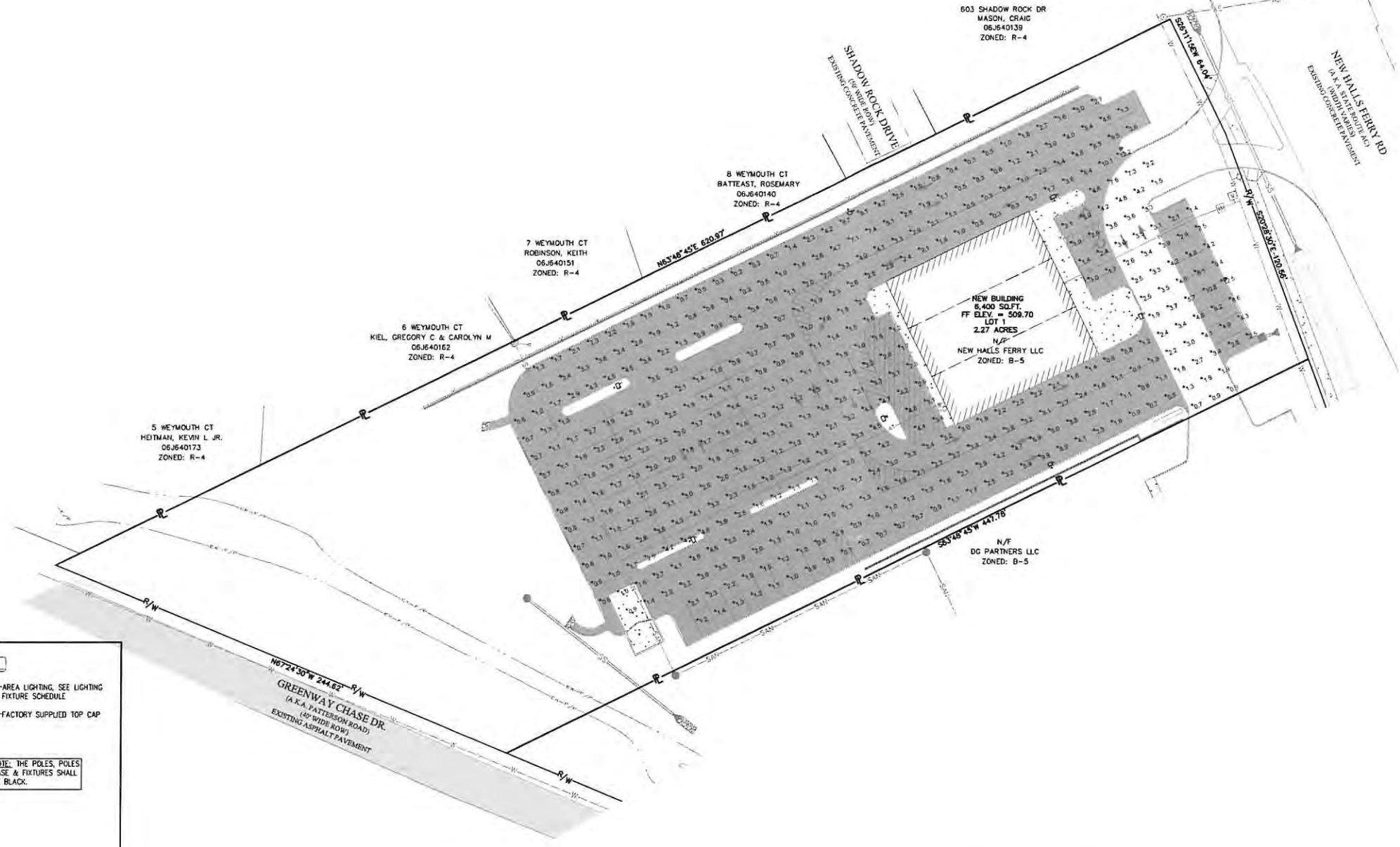
We warrant any plan or drawing prepared by us for use on this site, contractor shall verify all dimensions and conditions on site before construction. At OCHRAAN's discretion, we shall not be responsible for any errors or omissions in the field or in the office.



ERIC S. KRICHNER  
E-2001004618

IMO'S  
15285 NEW HALLS FERRY RD  
FLORISSANT, MISSOURI

DATE	REVISION	DATE	REVISION
SEPT. 2018			
1:30			
M14-7087C			
2 OF 4			



NOTE: THE POLES, POLES BASE & FIXTURES SHALL BE BLACK.

4"x4" STEEL POLE & BASE PLATE

FACTORY SUPPLIED BASE COVER

NOTE: MUST USE FACTORY SUPPLIED TEMPLATE TO SET LOCATION OF ANCHOR BOLTS

CONDUIT FOR POWER




MIN. 24" CONC. PIER, COORD. SIZE W/ MFG. REQUIREMENTS & LOCAL CODES

OWNER/DEVELOPER:  
NEW HALLS FERRY, LLC  
PO BOX 762  
FLORISSANT, MO 63032

NOTE:  
1. REFLECTANCES 20' FLOOR SURFACE  
2. CALCULATIONS POINTS SET AT 0' AFF  
3. FIXTURE MOUNTING/POLE HEIGHT: 20' AFF

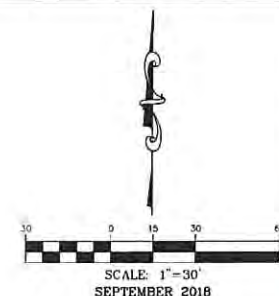
NOTE:  
THE LIGHTING CALCULATIONS PROVIDED IN THIS REPORT APPROXIMATE THE LIGHT LEVELS EXPECTED WITHIN THE SPACE BASED ON AN OPEN ENVIRONMENT AND BASED ON INFORMATION PROVIDED TO MEGLO AND ASSOCIATES. PLEASE VERIFY THE DATA LISTED TO ENSURE ACCURACY. ANY VARIANCE IN COLOR/COMPOSITION OF WALLS, CCT, SPACING, AND ANY OTHER SUBSTANTIAL FACTORS OR CHANGES PROVIDED IN DRAWINGS WILL VOID THIS CALCULATION AND A NEW CALCULATION WILL NEED TO BE MADE.

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
VISIONAIRE	+	2.4 fc	12.5 fc	0.2 fc	62.5:1	12.0:1

Luminaire Schedule										
Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Number Lamps	Filename	Lumens Per Lamp	Light Loss Factor	Wattage
	A1	3	VISIONAIRE LIGHTING, LLC	BSX-II-4-T5W-64LC-10-5K-UNV	28.5 IN. L X 16.75 IN. W X 5 IN. H LED LUMINAIRE	1	BSX-II-4_T5W_64LC_10_5K.IES	22851	0.95	221
	B1	2	VISIONAIRE LIGHTING, LLC	BSX-II-3-T4-48LC-10-5K-UNV	28.5 IN. L X 12.75 IN. W X 5 IN. H LED LUMINAIRE	1	BSX-II-3_T4_48LC_10_5K.IES	18051	0.95	162
	C1	2	VISIONAIRE LIGHTING, LLC	BSX-II-4-T4-64LC-10-5K-UNV	28.5 IN. L X 16.75 IN. W X 5 IN. H LED LUMINAIRE	1	BSX-II-4_T4_64LC_10_5K.IES	23925	0.95	221

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1-800-DIG-RITE or 811  
www.motocall.com

# LANDSCAPE PLAN



636-332-4574 (cell)  
636-327-0760 (fax)  
www.motcall.com  
• Civil Engineering  
• Land Surveying  
• Architecture  
• Site Development  
• Master Planning

**MOHRAN**

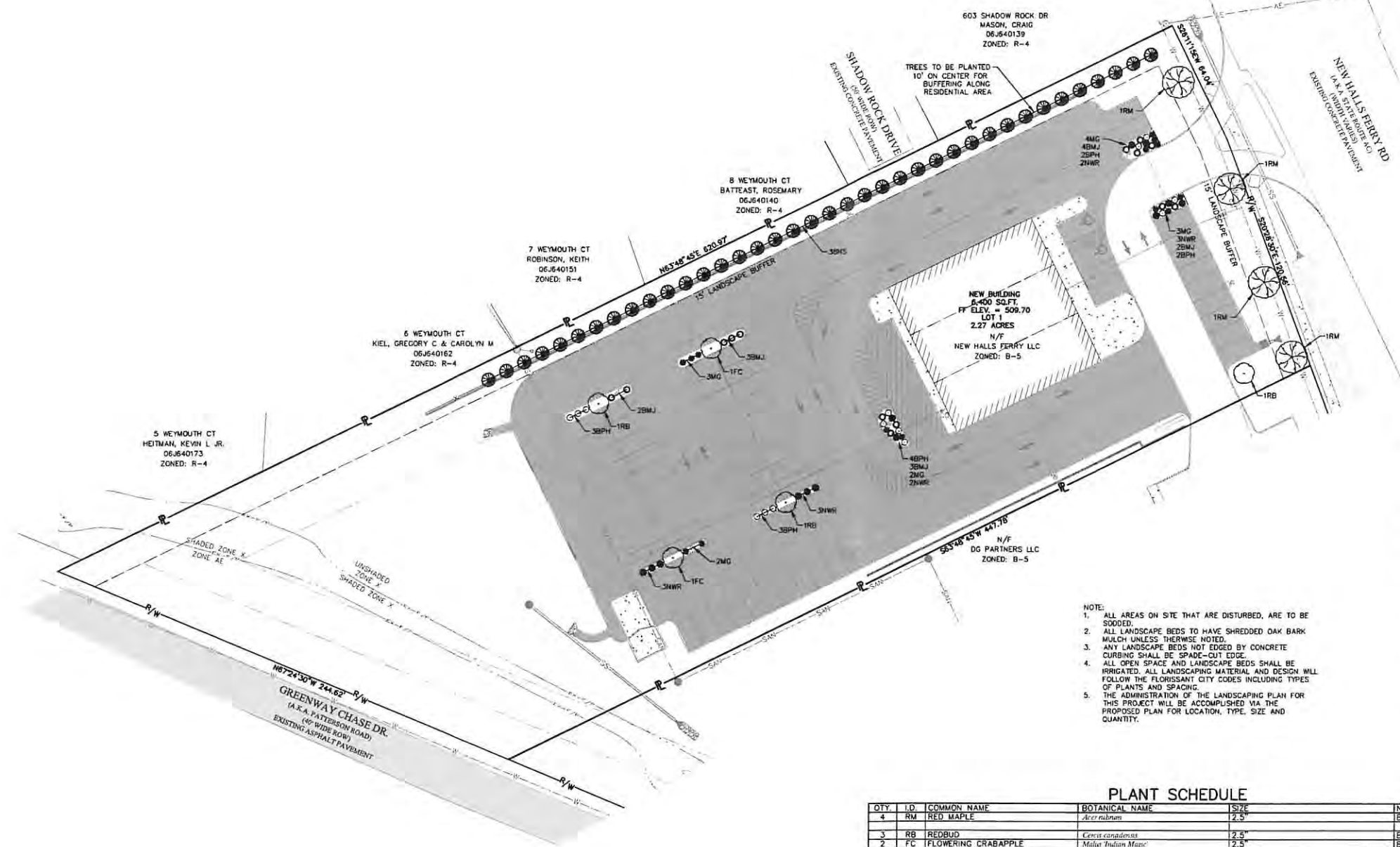
North Office  
8 East Main Street  
Florissant, Missouri 63031  
Missouri State Certificate  
of Authority Number:  
201000046

Two working days prior to the start of any construction, the contractor shall submit to the City Engineer a copy of the final landscape plan for review and approval. The City Engineer may require modifications to the plan for safety, health, or other reasons. The contractor shall be responsible for obtaining all necessary permits from the City and the State.

ERIC S. KIRCHNER  
E-2001004618



IMO'S  
15285 NEW HALLS FERRY RD  
FLORISSANT, MISSOURI



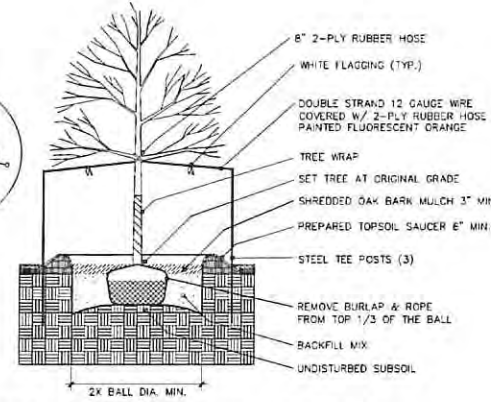
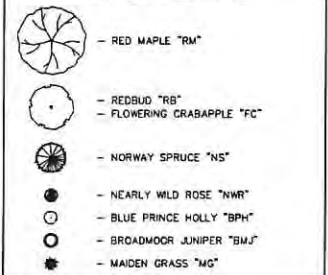
NOTE:  
1. ALL AREAS ON SITE THAT ARE DISTURBED, ARE TO BE SOODED.  
2. ALL LANDSCAPE BEDS TO HAVE SHREDDED OAK BARK MULCH UNLESS OTHERWISE NOTED.  
3. ANY LANDSCAPE BEDS NOT EDGED BY CONCRETE CURBING SHALL BE SPADE-CUT EDGE.  
4. ALL OPEN SPACE AND LANDSCAPE BEDS SHALL BE IRRIGATED. ALL LANDSCAPING MATERIAL AND DESIGN WILL FOLLOW THE FLORISSANT CITY CODES INCLUDING TYPES OF PLANTS AND SPACING.  
5. THE ADMINISTRATION OF THE LANDSCAPING PLAN FOR THIS PROJECT WILL BE ACCOMPLISHED VIA THE PROPOSED PLAN FOR LOCATION, TYPE, SIZE AND QUANTITY.

LANDSCAPE REQUIREMENTS:	
A MINIMUM FIFTEEN (15) FOOT LANDSCAPE BUFFER AND/OR SIGHTPROOF FENCE OR LANDSCAPED BERMS SHALL BE PROVIDED AND MAINTAINED ALONG ALL PROPERTY LINES WHICH ADJUT AN "R" RESIDENTIAL DISTRICT.	
THE BUFFER AREA SHALL CONTAIN EVERGREEN PLANT MATERIAL WITH A MINIMUM HEIGHT OF SIX (6) FEET WHEN PLANTED ON TEN (10) FOOT CENTERS.	
THERE SHALL BE ONE (1) TWO AND ONE HALF (2-1/2) INCH CALIPER TREE EXISTING OR PLANTED FOR EVERY FIFTEEN (15) PARKING SPACES. SEVENTY-FIVE PERCENT (75%) SHALL BE LOCATED WITHIN THE PAVED AREA.	
REQUIRED: 61 PARKING SPACES 61/15 = 4.066 = 5 TREES	PROVIDED: 5 TREES
TREES SHALL BE SPACED NO GREATER THAN FIFTY (50) FEET ON CENTER ACROSS ALL FRONT YARDS.	
REQUIRED: 185 FEET OF FRONTAGE 185/50 = 3.7 = 4 TREES	PROVIDED: 4 TREES
PLANTING AREAS SHALL BE PROVIDED AT A RATIO OF ONE HUNDRED AND EIGHTY (180) SQUARE FEET PER FIFTEEN (15) PARKING SPACES. EACH PLANTING AREA BEING A MINIMUM OF ONE HUNDRED AND EIGHTY (180) SQUARE FEET.	
REQUIRED: 61 PARKING SPACES 61/15 = 4.066*180 = 732 SQUARE FEET	PROVIDED: 1,000 SQUARE FEET

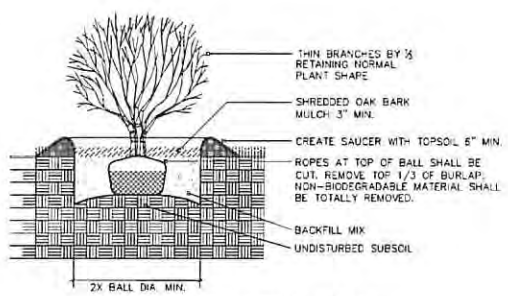
## PLANT SCHEDULE

QTY.	ID.	COMMON NAME	BOTANICAL NAME	SIZE	NOTES
4	RM	RED MAPLE	<i>Acer rubrum</i>	2.5"	B & B
3	RB	REDBUD	<i>Cercis canadensis</i>	2.5"	B & B
2	FC	FLOWERING CRABAPPLE	<i>Malus 'Indian Magic'</i>	2.5"	B & B
38	NS	NORWAY SPRUCE	<i>Picea pungens</i>	6-FOOT	B & B
13	NWR	'NEARLY WILD' ROSE	<i>Rosa 'Nearly Wild'</i>	2" IN HEIGHT, 18" WIDE AT PLANTING	
14	BPH	BLUE PRINCE HOLLY	<i>Ilex 'Blue Prince'</i>	2" IN HEIGHT, 18" WIDE AT PLANTING	
14	BMJ	BROADMOOR JUNIPER	<i>Juniperus 'Broadmoor'</i>	2" IN HEIGHT, 18" WIDE AT PLANTING	
14	MG	MAIDEN GRASS	<i>Miscanthus sinensis</i>	2" IN HEIGHT, 18" WIDE AT PLANTING	

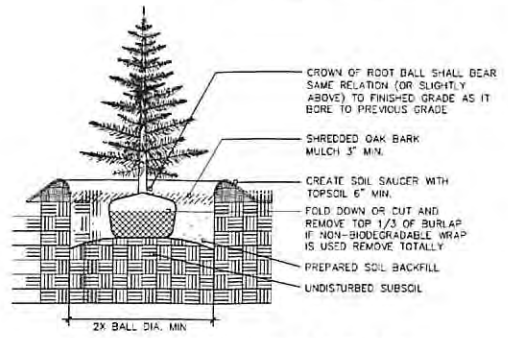
## PLANT LEGEND



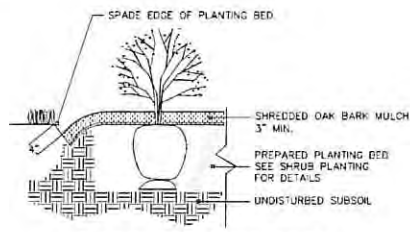
DECIDUOUS TREE PLANTING DETAIL  
N.T.S.



SHRUB PLANTING DETAIL  
N.T.S.



EVERGREEN TREE PLANTING DETAIL  
N.T.S.



SPADE-CUT EDGE DETAIL  
N.T.S.

OWNER/DEVELOPER:  
NEW HALLS FERRY, LLC  
PO BOX 762  
FLORISSANT, MO 63032

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1-800-DIG-RITE or 811  
www.motcall.com

LANDSCAPE PLAN

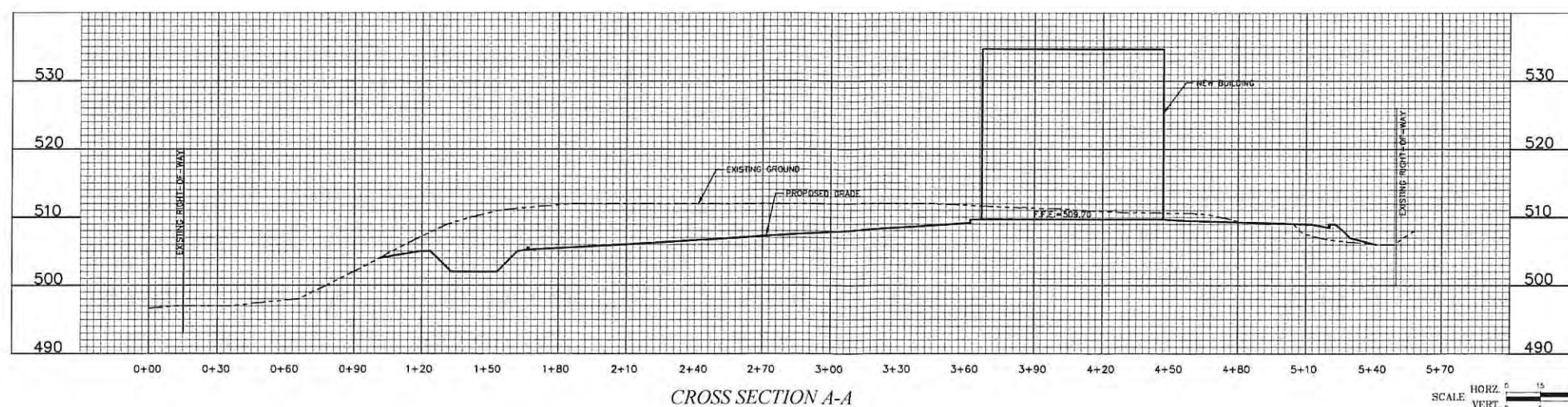
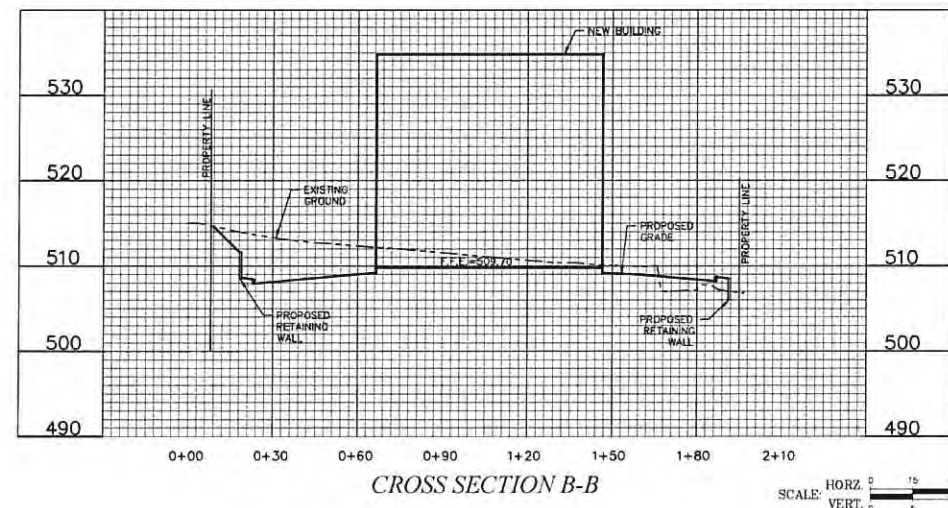
DATE: SEPT. 2018

SCALE: 1"=30'

PROJECT NO: M14-7087C

3 OF 4

SCALE: 1"=30'  
SEPTEMBER 2015



**CALL OR CLICK 3 DAYS BEFORE YOU DIG!**  

**1-800-DIG-RITE OR 811**  
**www.mo1call.com**

<b>CROSS SECTIONS</b>		DATE BY: JAMES BP	
SECTION:	DATE:	DRAWN BY: CRH	EST'D BY: ESK
		DATE: SEPT. 2018	
		SCALE: 1:30	
		PROJECT NO: M14-7087C	
		DRAWING NO:	
		<b>4 OF 4</b>	

85 **VI. STAFF RECOMMENDATIONS:**

86 **Suggested Motion** for recommended approval of a B-5 to allow a Shopping Center, including  
87 a sit-down, carryout restaurant (**Imo's**) at **15285 New Halls Ferry** in an existing 'B-5' Zoning  
88 District.:

89  
90 I move to recommend approval of a B-5 to allow for a Shopping Center, including a sit-down,  
91 carryout restaurant (**Imo's**) at **15285 New Halls Ferry** in an existing 'B-5' Zoning District,  
92 according to plans presented by the petitioner, including:

93  
94 Preliminary Development Plan 1, 2, 3 and 4 of 4 dated September 2018 and Color rendered  
95 elevations attached, depicting the development, subject to the regulations of the 'B-5' Planned  
96 Commercial District, and the following additional requirements:

97  
98 The new 'B-5' ordinance, when adopted, will rescind, nullify or otherwise replace ordinance no.  
99 8105.

100  
101 **1. PERMITTED USES**

102 The uses permitted for this property shall be limited to a sit-down, carryout restaurant  
103 and other uses listed as permitted uses in the 'B-3' Extensive Business District. Other  
104 uses shall require approval by amendment to this 'B-5' Ordinance.

105  
106 **2. FLOOR AREA, HEIGHT AND BUILDING REQUIREMENTS**

107 The total gross floor area of the shopping center shall not exceed 6400 square feet.

108  
109 **3. PERFORMANCE STANDARDS**

110 The uses within the 'B-5' Planned Commercial District identified herein shall  
111 conform to the most restrictive performance standards as set forth in Section  
112 405.135H of the Florissant Zoning Ordinance.

113  
114 **4. TRASH ENCLOSURES**

115 Trash shall be kept within the area as shown on drawing **Preliminary**  
116 **Development Plan 1** dated September 2018, attached, with 20' concrete  
117 apron in front of gates for vehicle loading.

118  
119 **5. PLAN SUBMITTAL REQUIREMENTS**

120 Final Development Plan shall be submitted to the Building Commissioner and  
121 shall include improvements as shown on drawing plans as listed above and shall  
122 be indicated on the Final Development Plan.

123  
124 **6. SITE DEVELOPMENT PLAN CRITERIA:**

125  
126 **a. Structure Setbacks:**

127 (1) All setbacks shall be as shown on drawing Preliminary Development Plan 1 of  
128 4 dated September 2018, attached.

129  
130 **b. Internal Drives:**

(1) There shall be internal drives as shown on Preliminary Development Plan 1 of 4 dated September 2018, attached.

c. Minimum Parking/Loading Space Requirements.

(1) There shall be **61 required parking spaces** provided on the property, which includes "accessible" spaces. The term "handicapped" shall not be used on signage.

d. Road Improvements, Access and Sidewalks

(1) There shall be new sidewalks and curb ramps provided as shown on Preliminary Development Plan 1 of 4 dated September 2018, attached.

e. Lighting Requirements.

(1) Location of lighting standards shall be as shown on Preliminary Development Plan 2 of 4, dated September 2018.

f. Sign Requirements.

(1) All signage shall comply with the City of Florissant sign ordinance for commercial districts.

g. Landscaping and Screening.

(1) Landscaping provided shall be as shown on Preliminary Development Plan 3 of 4, dated September 2018, attached.

**(2) Fence shown along north property line shall be 6' vinyl where shown.**

**(3) Minimum Greenspace of the property shall be 25%.**

h. Miscellaneous Design Criteria.

(1) All applicable parking, circulation, sidewalks, and all other site design features shall comply with the Florissant City Code.

**(2) The façades of the building shall be clay fired brick or natural stone, meeting the masonry ordinance of the City, 500.040.**

**(3) Pipe bollards @ 5' o.c. shall be included to protect outdoor seating.**

i. Off-Street Loading Regulations. The off-street loading facilities required with respect to the establishment shall comply with section 405.135 of the City Code.

**(1) There shall be one (1) 10'x 40' loading zone included in the parking plan.**

**7. FINAL SITE DEVELOPMENT PLAN**

The Final Development Plan shall be submitted to the Building Commissioner to review for compliance with the applicable "B-5" Planned Commercial

177 Development ordinance prior to recording. Any variations from this ordinance  
178 approved by the City Council and/or the conceptual plans attached to this  
179 ordinance shall be processed in accordance with the procedure established in the  
180 Florissant Zoning Code.  
181

182 Permittee shall file for record with the St. Louis County Recorder of Deeds a copy  
183 of this ordinance; the Permit shall not be effective until Permittee shall have  
184 submitted proof of such filing and submitted to the City Engineer a written  
185 acknowledgment and acceptance of the conditions specified herein.  
186

187 **8. AMENDMENTS TO THE SITE AND EXTERIOR BUILDING PLANS:**

188 Any changes from the approved Site Development Plan must be reviewed by the  
189 Building Commissioner. The Building Commissioner must make a determination as to  
190 the extent of the changes per the following procedure:  
191

192 To amend the site development plan or site development concept plan approved  
193 for the "B-5" Planned Commercial District:  
194

195 a. Submission/initial review regarding consistency requirement. The  
196 property owner or authorized representative may submit an amended site  
197 development (concept) plan to the Building Commissioner for review. The  
198 Building Commissioner shall evaluate the request for consistency in purpose  
199 and content with the nature of the proposal as originally or previously  
200 advertised for public hearing, with conditions of the pertinent existing Planned  
201 Commercial District ordinance and with any previously approved site  
202 development plans. If the submission of the amended site development plan  
203 is necessitated by the enactment of an amended Planned Commercial District  
204 ordinance hereunder, the changes sought shall be deemed major and shall  
205 require a review thereof by the Planning and Zoning Commission.  
206

207 b. Initial determination of non-consistency. If the Building Commissioner  
208 determines that the proposed amendment to the previously approved site plan  
209 is not consistent in purpose and content with the nature of the proposal as  
210 originally or previously advertised for public hearing or does not meet all of  
211 the conditions of the pertinent Planned Commercial District ordinance, the  
212 Building Commissioner shall so report to the applicant and the Planning and  
213 Zoning Commission. If the applicant wishes to proceed with such proposed  
214 amendment, such applicant may elect to thereafter proceed in accordance with  
215 the provisions of this Section.  
216

217 c. Initial determination of consistency/minor changes. If the Building  
218 Commissioner determines that the proposed amendment to the previously  
219 approved site plan is minor in nature and is not in conflict with the nature of  
220 the proposal as originally or previously advertised for public hearing and  
221 meets all of the conditions of the pertinent Planned Commercial District  
222 ordinance, the Building Commissioner shall notify the Planning and Zoning

Commission thereof and may conditionally approve such proposed amendment, which approval shall be deemed ratified by the Planning and Zoning Commission unless five (5) or more members thereof thereafter request at the first (1st) regularly scheduled and conducted meeting after notification that such proposed amendment be submitted to the Planning and Zoning Commission for review. In lieu of a grant of conditional approval, the Building Commissioner or designated representative may submit the proposed amendment to the Planning and Zoning Commission for review. In case of disapproval of the proposed amendment by the Building Commissioner, the applicant shall be notified and may thereafter request review thereof by the Planning and Zoning Commission.

d. Initial determination of consistency/major changes. If the Building Commissioner determines that the proposed amendment to the previously approved site plan is major in nature, but it is not in conflict with the nature of the proposal as originally or previously advertised for public hearing and meets all of the conditions of the pertinent Planned Commercial District ordinance, the Building Commissioner shall notify the Planning and Zoning Commission thereof and shall submit the proposed amendment to the Planning and Zoning Commission for review.

#### **9. GENERAL DEVELOPMENT CONDITIONS.**

- a. Written approval and all necessary permits must be obtained from Metropolitan St. Louis Sewer District, Missouri Department of Transportation, Missouri Department of Natural Resources and the Army Corps of Engineers in addition to obtaining all the permits required by the City of Florissant.
- b. Unless, and except to the extent, otherwise specifically provided in this ordinance, development shall be effected only in accordance with all ordinances of the City of Florissant.
- c. The Department of Public Works shall enforce the conditions of this ordinance in accordance with the Final Development Plan approved by the Planning & Zoning Commission and all other ordinances of the City of Florissant.

#### **10. PROJECT COMPLETION.**

Construction shall start within 120 days of the issuance of building permits for the project and shall be developed in accordance of the approved final development plan within **360** days of start of construction.

(end report and suggested motion)

1 INTRODUCED BY COUNCILMAN HENKE  
2 OCTOBER 22, 2018

3  
4 BILL NO. 9439

ORDINANCE NO.

5  
6  
7 **ORDINANCE TO AUTHORIZE AN AMENDMENT TO SPECIAL USE**  
8 **PERMIT NO. 8130 AS AMENDED TO ALLOW FOR THE EXPANSION**  
9 **OF AN AUTO REPAIR AND AUTO BODY SHOP D/B/A MAG**  
10 **AUTOMOTIVE LOCATED AT 8461 N. LINDBERGH.**

11  
12 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of  
13 Florissant, by Special Use Permit, after public hearing thereon, to permit the location and  
14 operation of an auto repair and auto body shop; and

15 WHEREAS, the Florissant City Council previously granted Special Use permit no. 8130  
16 to MAG Automotive for the operation of an automotive repair shop; and

17 WHEREAS ordinance no. 8130 was amended by ordinance no. 8208 to allow for the  
18 expansion of the existing business to include a paint shop; and

19 WHEREAS, an application has also been filed by Mark Gillette d/b/a MAG Automotive  
20 for further expansion of the auto repair and auto body shop located at 8461 N. Lindbergh; and

21 WHEREAS, the Planning and Zoning Commission of the City of Florissant at their  
22 meeting of October 1, 2018 has recommended that the current Special Use Permit be amended to  
23 allow the additional Special Use; and

24 WHEREAS, due notice of public hearing no. 18-10-031 on said application to be held on  
25 the 22<sup>nd</sup> day of October at 7:30 P.M. by the Council of the City of Florissant was duly published,  
26 held and concluded; and

27 WHEREAS, the Council, following said public hearing, and after due and careful  
28 consideration, has concluded that the granting of an amendment to the Special Use Permit  
29 authorized by Ordinance No. 8130, as amended, to allow the operation of an auto repair business  
30 and auto body shop, as hereinafter provided, would be in the best interest of the City of  
31 Florissant and will not adversely affect the health, safety, morals and general welfare of the City.

32  
33 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
34 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
35

Section 1: Special Use Permit No. 8130 as amended by Ordinance No. 8208 is hereby amended to allow for the expansion of an auto repair and auto body shop d/b/a MAG Automotive located at 8461 N. Lindbergh.

Section 2: When the named permittee discontinues the operation of said business, the Special Use Permit herein granted shall no longer be in force and effect.

Section 3: This ordinance shall become in force and effect immediately upon its passage and approval.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Jeff Caputa  
President of the Council  
City of Florissant

Approved this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

\_\_\_\_\_  
Karen Goodwin, MPPA/MMC/MRCC  
City Clerk

Posted

10/10/18

*Jason Fine*

# **CITY OF FLORISSANT**

## **Public Hearing**

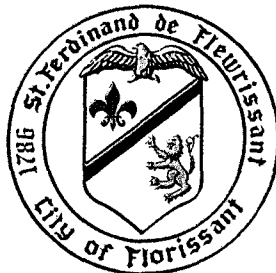


In accordance with 405.310 of the Florissant Zoning Code a Public Hearing will be held by the City Council of Florissant, MO. in the Council Chambers, 955 Rue St. Francois, on Monday, October 22, 2018 at 7:30 P.M. on the following proposition:

To authorize an amendment to Special Use Permit No. 8130, as amended by Ord. No. 8208, to allow for expansion of an auto repair and auto body shop (MAG Automotive) for the property located at 8461 North Lindbergh (legal description to govern). Citizens will have an opportunity to be heard. Anyone with special needs should contact the City Clerk at least 5 days before said public hearing by calling 839-7630 or TDD 839-5142. CITY OF FLORISSANT,

Karen Goodwin, MMC City Clerk

# FLORISSANT PLANNING & ZONING COMMISSION APPLICATION



MAG Auto Motive LLC @gms.1.com

City Of Florissant – Public Works 314-839-7648

"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."

Application is hereby made to the Building Commissioner, Department of Public Works at the City of Florissant, Missouri, to appear before the Planning & Zoning Commission.

Please Print neatly or Type the Following Information:

Property Address: 8465 N. Lindbergh Blvd

Property Owners Name: Jenny Phone/email: 314 239 1430

Property Owners Address: \_\_\_\_\_

Business Owners Name: MARK Gillette Phone/email: 314 327 8219

Business Owners Address: 2145 JENKEE Florissant MO 63031

DBA (Doing Business As) MAG Automotive

Authorized Agents Name: \_\_\_\_\_ Co. Name: \_\_\_\_\_  
(Authorized Agent to Appear Before The Commission)

Agents Address: \_\_\_\_\_ Phone/email: \_\_\_\_\_

Request \_\_\_\_\_

State complete request (print or type only).

IF A TRAFFIC STUDY IS REQUIRED FOR CERTAIN DEVELOPMENTS AND USES THE COST OF THE TRAFFIC STUDY SHALL BE PAID BY THE APPLICANT. PLEASE SUBMIT FOLDED PLANS

[Signature]  
Applicant's Signature

9/20/18  
Date

Received by: ll. Receipt # 97172 OFFICE USE ONLY Amount Paid: 300 Date: 9-20-18

STAFF REMARKS: \_\_\_\_\_

COMMISSION ACTION TAKEN:

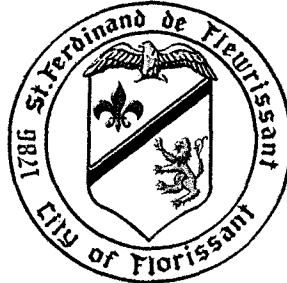
DATE APPLICATION REVIEWED: \_\_\_\_\_

SIGNATURE OF STAFF WHO REVIEWED APPLICATION  
Planning & Zoning Application  
Page 1 of 1 – Revised 7/15/15

RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN

SIGN. [Signature] DATE: 10-1-18

**SPECIAL USE PERMIT APPLICATION  
TO THE CITY OF FLORISSANT  
PLANNING AND ZONING COMMISSION**



City Of Florissant – Public Works  
314-839-7648

*"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."*

**PLANNING & ZONING ACTION**

Council Ward \_\_\_\_\_ Zoning \_\_\_\_\_

**RECOMMENDED APPROVAL**  
**PLANNING & ZONING**  
**CHAIRMAN**

Initial Date Petitioner Filed \_\_\_\_\_  
**Building Commissioner to complete  
ward, zone & date filed**

SIGN [Signature] DATE: 10-1-18  
SPECIAL PERMIT FOR Incoming Business  
Statement of what permit is being sought. (i.e., special permit for operation of a restaurant).

AMEND SPECIAL PERMIT #- \_\_\_\_\_ TO ALLOW FOR MAG Automotive  
ordinance # \_\_\_\_\_ Statement of what the amendment is for.

LOCATION 8465 N. Lindbergh Blvd  
Address of property.

1) Comes Now MARIE GILLETTE DBA MAG Automotive  
Enter name of petitioner. If a corporation, state as such. If applicable include DBA (Doing Business As)

and states to the Planning and Zoning Commission that he (she) (they) has (have) the following legal interest in the tract of land located in the City of Florissant, State of Missouri, as described on page 3 of this petition.

Legal interest in the Property) lease  
State legal interest in the property. (i.e., owner of property, lease).  
Submit copy of deed or lease or letter of authorization from owner to seek a special use.

2) The petitioner(s) further state(s) that the property herein described is presently being used for auto  
and that the deed restrictions for the property do not prohibit the use which would be authorized by said Permit.

3) The petitioner(s) further states (s) that they (he) (she) are submitting a detailed site plan of the proposed or existing development showing location and use of all structures, off-street parking, and all other information required by the Zoning Ordinance or determined necessary by the Building Commissioner.

- 4) The petitioner(s) further state(s) that (he) (she) (they) shall comply with all of the requirements of the City of Florissant, including setback lines and off- street parking.
- 5) The petitioner (s) further (represent (s) and warrants (s) that they (he) (she) has (have) not made any arrangement to pay any commission gratuity or consideration, directly or indirectly to any official, employee or appointee of the City of Florissant, with respect to this application.
- 6) The petitioner(s) further state (s) that the Special Use Permit is sought for the following purposes, and no other, as listed in detail, all activities sought to be covered by the permit (i.e.; operation of a business, approval of building and/or site plans (preliminary and / or final), plan approval for signage, etc.):
- 7) The petitioner (s) state (s) the following factors and reason to justify the permit:  
(If more space is needed, separate sheets maybe attached)

MARK GILLETTE      *Mark Gillette*      /magautomotive11c@gmail.com  
 PRINT NAME      SIGNATURE      email and phone      314 327 8219

FOR MAG Automotive  
 (company, corporation, partnership)

Print and sign application. If applicant is a corporation or partnership signature must be a CORPORATE OFFICER or a PARTNER. NOTE: Corporate officer is an individual named in corporate papers.

- 8) I (we) hereby certify that, as applicant (circle one of the following):
1. I (we) have a legal interest in the herein above described property.
  2. I am (we are) the duly appointed agent(s) of the petitioner (s), and that all information given here is true and a statement of fact.

Permission granted by the Petitioner assigning an agent (i.e. Architect) to present this petition in their behalf, to the Commission and/or Council. The petitioner must sign below, and provide contact information:

PRESENTOR SIGNATURE \_\_\_\_\_

ADDRESS \_\_\_\_\_  
 STREET CITY STATE ZIP CODE

TELEPHONE / EMAIL \_\_\_\_\_ / \_\_\_\_\_  
 BUSINESS

I (we) the petitioner (s) do hereby appoint \_\_\_\_\_ as  
 Print name of agent.  
 my (our) duly authorized agent to represent me (us) in regard to this petition.

\_\_\_\_\_  
 Signature of Petitioner authorizing an agent

**NOTE:** When the petitioner and/or his duly authorized agent appears before the Planning and Zoning Commission and to make a presentation, the same individuals must also appear before the City Council at the Public Hearing to make the presentation and no one else will be permitted to make the presentation to the City Council without authorized approval.

IF DESCRIPTIONS, PLATS OR SURVEYS ARE INACCURATE, OR IF THE PETITION APPLICATION IS NOT CORRECT OR COMPLETE, IT WILL BE RETURNED FOR ADDITIONS OR CORRECTIONS.

## REQUIRED INFORMATION

Please mark an "X" in the appropriate type of operation, then fill in applicable section (a), (b) or (c).  
Corporations are to submit copy of Missouri corporate papers with registration papers.

1) Type of Operation:

Individual X Partnership \_\_\_\_\_ Corporation \_\_\_\_\_

(a) If an individual:

(1) Name and Address MARK GILLETTE 2145 JENKEE FLOISSANT 63031

(2) Telephone Number 314 327 8219

(3) Business Address 8461 N. Lindbergh Blvd

(4) Date started in business \_\_\_\_\_

(5) Name in which business is operated if different from (1) \_\_\_\_\_

(6) If operating under a fictitious name, provide the name and date registered with the State of Missouri, and a copy of the registration.

(b) If a partnership:

(1) Names & addresses of all partners \_\_\_\_\_

(2) Telephone numbers \_\_\_\_\_

(3) Business address \_\_\_\_\_

(4) Name under which business is operated \_\_\_\_\_

(5) If operating under fictitious name, provide date the name was registered with the State of Missouri, and a copy of the registration.

(c) If a corporation:

(1) Names & addresses of all partners \_\_\_\_\_

(2) Telephone numbers \_\_\_\_\_

(3) Business address \_\_\_\_\_

(4) State of Incorporation & a photocopy of incorporation papers \_\_\_\_\_

(5) Date of Incorporation \_\_\_\_\_

(6) Missouri Corporate Number \_\_\_\_\_

(7) If operating under fictitious name, provide the name and date registered with the State of Missouri, and a copy of registration. \_\_\_\_\_

(8) Name in which business is operated \_\_\_\_\_

(9) Copy of latest Missouri Anti-Trust. (annual registration of corporate officers) If the property location is in a strip center, give dimensions of your space under square footage and do not give landscaping Information.

**PROVIDE LEGAL DESCRIPTION OF PROPERTY PERTAINING TO THIS  
PETITION**

(Close legal description with acreage to the nearest tenth of an acre).

**Provide a legal description of the property. If part of a shopping center, list address and show part of what shopping center (i.e.: 351 N. Highway 67 part of Florissant Meadows Shopping Center). If property is a single lot, list full written legal description with metes and bounds bearings and dimensions.**

**PROVIDE LOCATION MAP SHOWING AREA INVOLVING THIS PETITION**

**Provide a drawing of a location map showing the nearest major intersection.**

---

---

**OFFICE USE ONLY**

Date Application reviewed \_\_\_\_\_

STAFF REMARKS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Building Commissioner or Staff Signature**

RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN

SIGN: 

DATE: 10-1-18

CODE ANALYSIS

2015 International Building and 2015 Existing Building  
Codes; 2014 National Electrical Code

EXISTING BUILDING AREA: ±5,200 square feet

USE: F-1, automotive repair

BUILDING HEIGHT: ±14'-0"

CONSTRUCTION: Type V-B, NS

MAXIMUM ALLOWABLE AREAS (by use, Table 506.2)  
V-B, FS, F-1: 8,500 square feet (governs, okay)

OCCUPANT LOADS:

F-1 (primary): 7,435 sf, 75 @ 100 sf/person  
B (secondary): 1,065 sf, 18 @ 60 sf/person  
Total: 8,500 sf, 93 occupants

EXITS REQUIRED: 2

EXITS PROVIDED: 4

PLUMBING REQUIREMENTS:

47 MEN: 1 water closet, 1 lavatory  
47 WOMEN: 1 water closet, 1 lavatory  
93 BOTH: 1 drinking fountain, 1 service sink  
(existing plumbing remains unchanged & exceeds  
minimum Code requirements)

Notes / Scope of Work

1. The scope of this permit is limited to the demolition of one full-height partition, the construction of one new full-height partition and the addition of one new non-rated 3-0 x 6-8 door and frame to an existing interior wall.
2. There will be no changes to the exterior of the existing structure.
3. All new work shall comply with applicable local, state and federal codes.
4. No changes to existing public waiting areas.
5. No changes to existing restrooms or plumbing.
6. No changes to existing HVAC systems.
7. New interior partition shall be constructed using standard 2x4 wood studs, 16" o.c., with one layer of 5/8" gypsum wallboard on each side of new partition, up to existing roof structure. This partition is not assumed to provide a rated assembly.
8. Any electrical modifications will be completed under a design-build contract under separate permits.
9. No changes to existing lighting or ceilings.

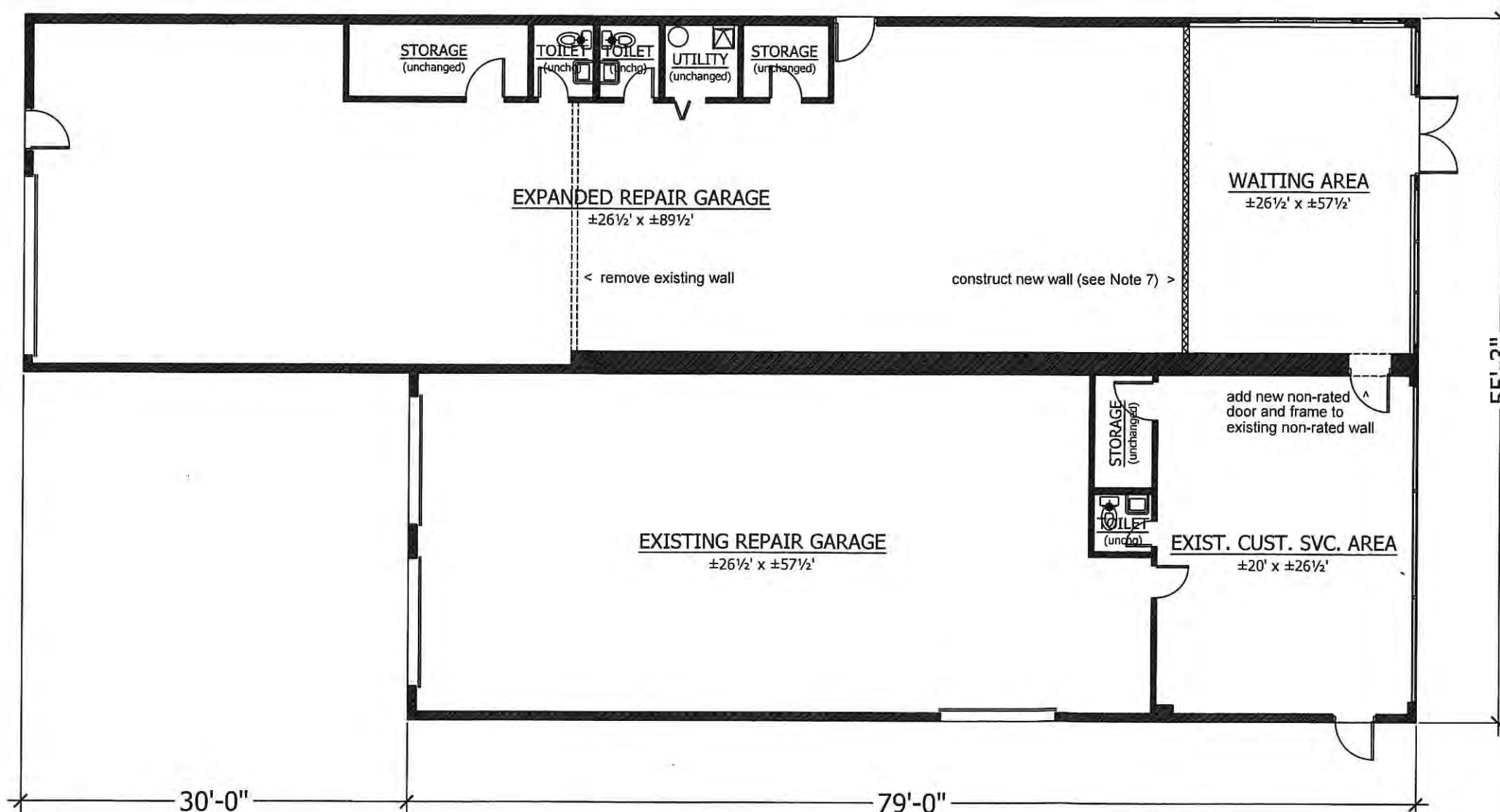
# MAG Automotive LLC

8461 N. Lindbergh Boulevard  
Florissant, MO. 63031  
Issue Date: 9/20/18

James M. Zavist, Registered Architect  
707 Hutchins Drive, St Louis, MO 63126  
jzavist@gmail.com, 314-973-6724  
A-2006000034, expires 12/31/18



A-1

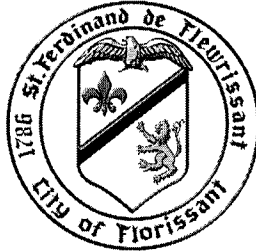


## FLOOR PLAN

scale: 3/32" = 1'-0"

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**MEMORANDUM**



**CITY OF FLORISSANT- Building Division**

*"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."*

To: Planning and Zoning Commissioners      Date: September 25, 2018

From: Philip E. Lum, AIA-Building Commissioner c:      Todd Hughes, P.E.,  
Director Public Works  
Deputy City Clerk  
Applicant  
File

Subject: Request **Recommended Approval** to amend a Special Use, Ordinance 8130 as amended by Ordinance 8208 to allow for expansion of an Auto Repair and Auto Body shop at **8461 North Lindbergh (MAG Automotive)** in a 'B-3' Zoning District.

**STAFF REPORT**  
**CASE NUMBER PZ-100118-2**

**I. PROJECT DESCRIPTION:**

This is a request for Recommended Approval to amend a Special Use to allow for expansion of an Auto Repair /Auto Body shop at 8461 North Lindbergh (MAG Automotive) in a 'B-3' Zoning District.

**II. EXISTING SITE CONDITIONS:**

The existing property at 8461 North Lindbergh has been MAG Automotive for several years. This applicant requests an expansion on the site. The site was a Shopping Center that had 2 tenants and the proposal is to use the entire property for the Special Use. The site is predominantly paved. The affect of the new parking ordinance on the number of parking spaces required for Auto Repair is 1 space for every employee on the maximum shift and 3 spaces for every service bay and one space for every vehicle

39 customarily used in the operation of the use. This proposal would not increase the  
40 number of vehicles required on the site, see below:  
41

42 The proposed would minimally be: 6 spaces for (2) bays along the south side of the  
43 building, (1) space for employees, plus parking for cars waiting to be repaired, subtract 9  
44 total parking for the Cellular Store based upon 4/1000 s.f. and Parking will now be based  
45 upon the 3 spaces for the additional bay on the north side.  
46

47 Therefore, total cars on the lot must be a minimum of  $8+3=11$ , previously was 19.  
48

49 There is currently no additional signage or added landscaping proposed.  
50  
51

### 52 **III. SURROUNDING PROPERTIES:** 53

54 The property to the Southwest is the Pizza Hut restaurant at 8457 N Lindbergh in a 'B-3'  
55 District, it is also bounded by 8471 to the Northeast (Penn Station) in a 'B-5' District and  
56 the property to the rear, 700 and 710 Thompson are in an 'R-6' District.  
57  
58

### 59 **IV. STAFF ANALYSIS:** 60

61 The petitioner has a paint spray booth equipment in the expanded space without changes  
62 to the exterior of the facility.  
63

64 The current zoning allows for Auto Repair or Auto body, by Special Use if granted by  
65 City Council.  
66

67 There is existing signage for this business under permit.  
68

69 There are no landscape plans presented for this proposal. Landscape requirements for  
70 this property would include (52) shrubs and (2) frontage trees at 2 ½" caliper if stipulated  
71 to be as approved by the Building Commissioner. Two landscaped islands of 180 s.f. are  
72 required within the parking lot.  
73

74 There is some brick on the front of the Building but is predominantly concrete block  
75 which is currently painted.  
76

### 77 **VI. STAFF RECOMMENDATIONS:** 78

78 Enclosed are Ords. no. 8130 and amending ord. no. 8208.  
79

#### 80 **Suggested Motion for 8461 North Lindbergh (MAG Auto)** 81

82 I move to recommend approval to amend a Special Use, Ordinance 8130 as amended by  
83 Ordinance 8208 to allow for expansion of an Auto Repair and Auto Body shop at **8461**

84 **North Lindbergh (MAG Automotive)** in a 'B-3' Zoning District, with the following  
85 restrictions being part of the record:  
86  
87  
88

89 **PROJECT COMPLETION.**  
90

91 Construction shall start within 60 days of the issuance of building permits, and  
92 the structure shall be completed in accordance with the plans within 120 days  
93 of start of construction.

94 (end of Suggested Motion)  
95  
96

**SPECIAL USE FILE COPY**

1 INTRODUCED BY COUNCILMAN EAGAN  
2 MARCH 23, 2015  
3

4 BILL NO. 9082

ORDINANCE NO. 8130

6  
7 **REQUEST TO AUTHORIZE A SPECIAL USE PERMIT TO MAG**  
8 **AUTOMOTIVE, LLC D/B/A MAG AUTOMOTIVE TO ALLOW FOR THE**  
9 **OPERATION OF AN AUTOMOTIVE REPAIR SHOP FOR THE PROPERTY**  
10 **LOCATED AT 8461 N. LINDBERGH.**  
11

12 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of  
13 Florissant, by Special Use Permit, after public hearing thereon, to permit the operation of an auto  
14 repair business; and

15 WHEREAS, an application has been filed by Mark Gillette d/b/a M.A.G. Automotive, LLC  
16 for the operation of an auto repair business located at 8461 N. Lindbergh; and

17 WHEREAS, the Planning and Zoning Commission of the City of Florissant, at their meeting  
18 of March 2, 2015, has recommended that the said Special Use Permit be granted; and

19 WHEREAS, due notice of a public hearing no. 15-03-006 on said application to be held on  
20 the 23<sup>rd</sup> day of March, 2015 at 7:30 P.M. by the Council of the City of Florissant was duly published,  
21 held and concluded; and

22 WHEREAS, the Council, following said public hearing, and after due and careful  
23 consideration, has concluded that the granting of the Special Use Permit as hereinafter provided  
24 would be in the best interest of the City of Florissant.  
25

26 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
27 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
28  
29

30 Section 1: A Special Use Permit is hereby granted to Mark Gillette d/b/a M.A.G. Automotive  
31 LLC for the operation of an auto repair business located at 8461 N. Lindbergh with the following  
32 stipulation:

33 1. The number of vehicles for repair shall be clearly marked on the parking plan.

34 Section 2: When the named permittee discontinues the operation of said business, the Special  
35 Use Permit herein granted shall no longer be in force and effect.

36 Section 3: This ordinance shall become in force and effect immediately upon its passage and  
37 approval.  
38



1 INTRODUCED BY COUNCILMAN EAGAN  
2 MARCH 14, 2016

8208

3  
4 BILL NO. 9167

ORDINANCE NO.

5  
6 **ORDINANCE AUTHORIZING AN AMENDMENT TO SPECIAL USE**  
7 **PERMIT NO. 8130 TO MAG AUTOMOTIVE, LLC TO ALLOW FOR**  
8 **THE EXPANSION OF THE EXISTING AUTO BODY REPAIR BUSINESS**  
9 **TO INCLUDE A PAINT SHOP IN A B-3 ZONING DISTRICT FOR THE**  
10 **PROPERTY LOCATED AT 8461 N. LINDBERGH**  
11

12 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of  
13 Florissant, by Special Use Permit, after public hearing thereon, to permit the location and  
14 operation of an auto body repair business; and

15 WHEREAS, the Florissant City Council has heretofore granted a Special Use Permit to  
16 MAG Automotive, LLC. for the location and operation of an automotive repair shop on the  
17 property known as 8461 N. Lindbergh and described in Ordinance No. 8130; and

18 WHEREAS, an application has been filed by MAG Automotive LLC, for an amendment  
19 to the said Special Use Permit heretofore granted under Ordinance No. 8130 to allow for the  
20 expansion of the existing auto body repair business to include a paint shop; and

21 WHEREAS, the Planning and Zoning Commission of the City of Florissant at their  
22 meeting of February 16, 2016 has recommended that the said Special Use Permit be amended;  
23 and

24 WHEREAS, due notice of public hearing no. 16-03-002 on said application to be held on  
25 the 14<sup>th</sup> Day of March, 2016 at 7:30 P.M. by the Council of the City of Florissant was duly  
26 published, held and concluded; and

27 WHEREAS, the Council, following said public hearing, and after due and careful  
28 consideration, has concluded that the granting of an amendment to the Special Use Permits  
29 authorized by Ordinance No. 8130, as hereinafter provided would be in the best interest of the  
30 City of Florissant.

31 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
32 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

33  
34 Section 1: The Special Use Permit heretofore granted to MAG Automotive LLC, for the  
35 location and operation of an auto repair business on the property known as 8461 N.  
36 Lindbergh and described in Ordinance No. 8130 is hereby amended by allowing the  
37 expansion of the existing auto body repair business to include a paint shop.

1        Section 2:       Ordinance no. 7722 is hereby rescinded and replaced with this ordinance.

3           Section 3:     Said Special Permit shall be conditioned on and shall remain in full force  
4     and effect so long as the conditions set out in Ordinance . 8130, as now amended, are adhered  
5     to.

6        Section 3: This ordinance shall become in force and effect immediately upon its passage  
7        and approval.

8  
9 Adopted this 28 day of Mar, 2016.

Joseph Eagan  
President of the Council  
City of Florissant

Approved this 29 day of MARCH, 2016.

Thomas P. Schneider  
Mayor, City of Florissant

25     ATTEST:

29 Karen Goodwin, MMC/MRCC  
30 City Clerk



# CITY OF FLORISSANT

955 rue St. Francois  
314-921-5700

## APPLICATION FOR LIQUOR LICENSE

### TYPE OF LICENSE REQUESTED:

- ☒ Full Liquor by the Drink  
☐ Malt Liquor & Wine by the Drink  
☐ Full Liquor by Drink (Non-Profit)  
☐ Full Package Liquor  
☐ Malt Liquor & Wine Package  
☐ Consumption of Liquor  
☐ Tasting

To the City Clerk, City of Florissant, Saint Louis County Missouri:

The undersigned hereby makes application for a liquor license issued under Chapter 600 of the Florissant City Code

### TYPE OF LICENSE REQUESTED:

- Full LIQUOR BY the DRINK  
☐ Individual  
☒ Partnership  
☐ Corporation  
☐ Limited Liability Corp  
(Attach list of Partners) (Attach list of officers, addresses)

Name of Business Exquisite Taste

Business Address 111 rue St. Francois Phone 274-7999

Names of Applicant, Corporation, or LLC Exquisite Taste Events LLC

Address of Owner 6 club grounds So. Dr. Florissant Mo. 63033 Phone 541-8873  
Street City State Zip

Name of Managing Officer Samuel H. Jones III

Home Address 6 club grounds So. Dr. 541-8873 Years at address 3yr.  
Street City/State Zip Home Phone

Managing Officer Date & Place of Birth 7/12/1946 ST. Louis mo. Cell Phone 541-8873

Managing Officer Driver's License No. \_\_\_\_\_  
(Provide a copy of driver's license)

Social Security Number\* \_\_\_\_\_  
\* Social Security Number used  
for purposes of identification in running record check.

Managing Officer Personal Property Taxes 20 17 Paid? ☒ Yes ☐ No (Attach most recent copy)

Managing Officer Register Voter of Missouri? ☒ Yes ☐ No (Attach a Voter Registration Certificate)

Have you ever been arrested? \_\_\_\_\_ What Charge? \_\_\_\_\_  
Where? \_\_\_\_\_ Disposition? \_\_\_\_\_

Citizen of U.S.A.? ☒ Yes ☐ No Naturalized? ☐ Yes Date \_\_\_\_\_ ☐ No  
If Naturalized, Give Number: \_\_\_\_\_ Dist. \_\_\_\_\_  
(Provide naturalization documentation)

Do you have an interest in any liquor license which is now in force? NO

If so, give details \_\_\_\_\_

Have you previously held a liquor license of any type? NO

If so, when and where \_\_\_\_\_

Have you ever had a liquor license suspended or revoked? NO  
If so, give details \_\_\_\_\_

Have you ever been convicted of any violation of any federal or state law? PLEASE SEE Attachment  
If so, give details \_\_\_\_\_

Have you ever been convicted of any municipal or county ordinance violation? PLEASE SEE Attachment  
If so, give details \_\_\_\_\_

Have you ever been convicted of any violation of a federal law, state statute or local ordinance relating to intoxicating liquor? PLEASE SEE Attachment  
If so, give details \_\_\_\_\_

Has the location previously been occupied as a liquor establishment, liquor store or tavern? NO  
If so, state name \_\_\_\_\_

Is the location within 200 feet of property used for church, school or public playground? NO

If Individual Applicant, sign below:

If Partnership, corporation or LLC complete the following:

Samuel H. Jones

Trade Name \_\_\_\_\_

[Signature]  
Signature of Managing Officer

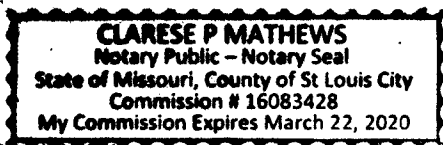
STATE OF MISSOURI ) SS  
COUNTY OF ST. LOUIS )

SAMUEL H. JONES, of lawful age, being first duly sworn upon My oath  
(Individual or Managing Officer)

deposes and states that he/she is the (applicant) (the managing officer of the corporation or partnership seeking the license hereunder), that he/she has read this application and fully understands same, that said license will be subject to all of the ordinances of the City pertaining to the operation of said business and agrees that he will abide by all lawful ordinances, regulations and rules adopted by the City relating to the conduct of said business, that he is in all respect qualified in law to receive such license, and that the answers and statements set out in the above application are true.

[Signature]  
Signature of Individual or Managing Officer

Subscribed and sworn to before me this 5<sup>th</sup> day of October, 2018.



My Commission Expires: \_\_\_\_\_

Clarese P. Mathews  
Notary Public

NOTE: APPLICATION MUST BE SWORN TO BEFORE A NOTARY PUBLIC

# STATE OF MISSOURI



John R. Ashcroft  
Secretary of State

## CERTIFICATE OF ORGANIZATION

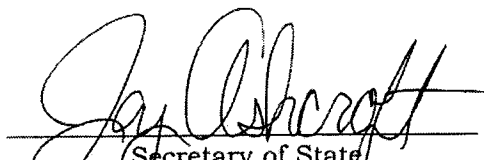
WHEREAS,

*Exquisite Taste Events LLC*  
*LC001615691*

filed its Articles of Organization with this office on the 26th day of October, 2018, and that filing was found to conform to the Missouri Limited Liability Company Act.

NOW, THEREFORE, I, JOHN R. ASHCROFT, Secretary of State of the State of Missouri, do by virtue of the authority vested in me by law, do certify and declare that on the 26th day of October, 2018, the above entity is a Limited Liability Company, organized in this state and entitled to any rights granted to Limited Liability Companies.

IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the GREAT SEAL of the State of Missouri. Done at the City of Jefferson, this 26th day of October, 2018.

  
Secretary of State





# State of Missouri

John R. Ashcroft, Secretary of State

Corporations Division  
PO Box 778 / 600 W. Main St., Rm. 322  
Jefferson City, MO 65102

LC001615691  
Date Filed: 10/26/2018  
John R. Ashcroft  
Missouri Secretary of State

## Articles of Organization

(Submit with filing fee of \$105.00)

1. The name of the limited liability company is:

Exquisite Taste Events L L C

(Must include "Limited Liability Company," "Limited Company," "LC," "L.C.," "L.L.C.," or "LLC")

2. The purpose(s) for which the limited liability company is organized: Event Planning/Catering/Special events and Retail sales

3. The name and address of the limited liability company's registered agent in Missouri is:

Samuel H. Jones III 6 Club grounds So. Dr. Florissant Mo. 63033

Name

Street Address: May not use PO Box unless street address also provided

City/State/Zip

4. The management of the limited liability company is vested in: ☐ managers ☒ members (check one)

5. The events, if any, on which the limited liability company is to dissolve or the number of years the limited liability company is to continue, which may be any number or perpetual: Perpetual

(The answer to this question could cause possible tax consequences; you may wish to consult with your attorney or accountant)

6. The name(s) and street address(es) of each organizer (PO box may only be used in addition to a physical street address):

(Organizer(s) are not required to be member(s), manager(s) or owner(s))

Kimberly L. Jones 6 Club grounds So. Dr. Florissant Mo. 63033

Samuel H. Jones III 6 Club grounds So. Dr. Florissant Mo. 63033

7. ☐ Series LLC (OPTIONAL) Pursuant to Section 347.186, the limited liability company may establish a designated series in its operating agreement. The names of the series must include the full name of the limited liability company and are the following:

New Series:

☐ The limited liability company gives notice that the series has limited liability.

New Series:

☐ The limited liability company gives notice that the series has limited liability.

New Series:

☐ The limited liability company gives notice that the series has limited liability.

(Each separate series must also file an Attachment Form LLC 1A.)

(Please see next page)

Name and address to return filed document:

Name: Samuel H. Jones III

Address: 6 Club grounds So. Dr.

City, State, and Zip Code: Florissant, Mo. 63033

ORI-10262018-0845 State of Missouri

No of Pages 2 Pages



Creation - LLC/LP/LLP

2017

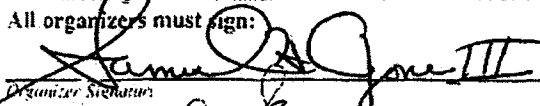
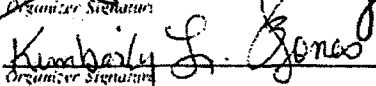
8. The effective date of this document is the date it is filed by the Secretary of State of Missouri unless a future date is otherwise indicated: 10/26/2018

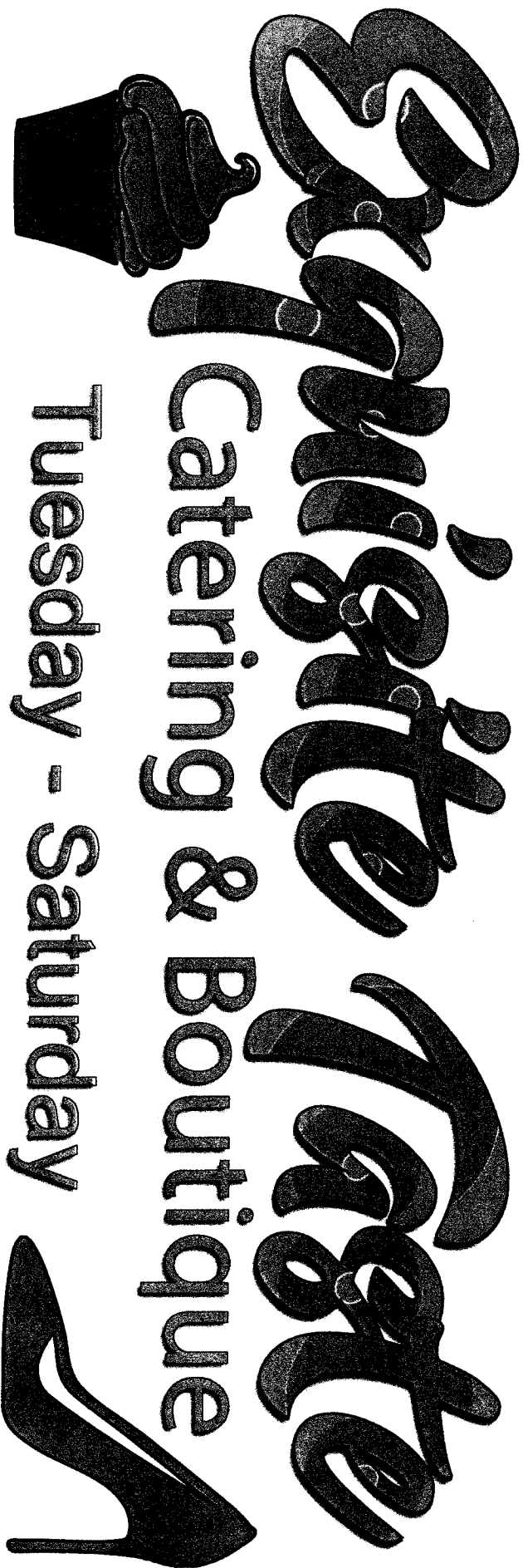
*(Date may not be more than 90 days after the filing date in this office.)*

In Affirmation thereof, the facts stated above are true and correct:

(The undersigned understands that false statements made in this filing are subject to the penalties provided under Section 575.040, RSMo.)

All organizers must sign:

 <i>Organizer Signature</i>	Samuel H. Jones III <i>Printed Name</i>	10/26/2018 <i>Date</i>
 <i>Organizer Signature</i>	Kimberly L. Jones <i>Printed Name</i>	10/26/2018 <i>Date</i>
 <i>Organizer Signature</i>	 <i>Printed Name</i>	 <i>Date</i>



Tuesday - Saturday

10am - 7pm

111 Rue St. Francois

Florissant MO 63031

314.274.7999

# **Exquisite Taste**

## **111 Rue St. Francois**

### **Florissant MO 63031**

Exquisite Taste Our Story: Exquisite Taste was founded in April of 2017 in Florissant MO. By Samuel H. Jones

Exquisite Taste is a exquisite boutique that provides class and charisma. We also provide catering and event planning. We service the Florissant Mo and surrounding areas with a unique style of clothing and footwear. We also provide catering and event planning for various events such as weddings, birthdays and girls nights out.

We bring an elegant touch to any event you may have in mind. Our goal is to provide tasteful customer service while making your event one of the most memorable. If you're looking for not only to look your best but provide your guest with a day that they will talk about for years, make Exquisite Taste your one stop shop.

Catering & Boutique – 314-274-7999

## TRANSFER OF SPECIAL PERMIT

AUTHORIZED BY ORDINANCE NUMBER (S) 7018

FROM

Cross Keep Auto Inc

TO

STL Cheap Cars INC

FOR

Used Car dealership

ADDRESS

14050 New Halls Ferry Rd

Ward 9

Zoning       

Date Filed       

Accepted By       

### TRANSFER OF SPECIAL USE PERMIT PETITION

TO THE CITY COUNCIL OF THE CITY OF FLORISSANT:

1. Comes now Glean Travers and states to the City Council that he (she) (they) has (have) the following legal interest in the property located at 14050 New Halls Ferry Rd in the City of Florissant, Missouri. Legal interest: ( ) Lease or ( ) Simple Title  
(Attach signed copy of lease or deed)
2. The petitioner(s) further state that he (she) (they) has (have) not made any arrangement to pay any commission, gratuity, or consideration, directly or indirectly to any official, employee, or appointee of the City of Florissant, with respect to this petition.
3. The applicant will operate the business in the same manner and under the same conditions as set out in the original ordinance granting the special permit or any amendments thereto, except for any proposed change in sign face of an authorized sign.

PETITIONER SIGNATURE

Glean Travers

Individual's Name

FOR:

STL Cheap Cars, INC

Company, Corporation, Partnership

4. I (we) hereby certify that (indicate **one only**):

( ☒ ) I (we) have a legal interest in the above described property.

( ) I am (we are) the duly appointed agent (s) of the petitioner, and that all information given is true and a statement of fact.

SIGNATURE

Huan Tran

ADDRESS

14050 New Halls Ferry Rd

Telephone No.

314 960 4175

Email address

GNT Auto @ lykhaw.com

I (we) the petitioner(s) do hereby appoint \_\_\_\_\_ as my  
(our) duly authorized agent to represent me (us) in regard to this petition.

\_\_\_\_\_  
PETITIONER SIGNATURE

**Note:** Petitioner or his/her authorized agent will be the only person(s) permitted to make the presentation to the City Council.

5. Acknowledgement and consent of owner to Transfer Special Permit Petition.

Huan Tran  
SIGNATURE OF OWNER

**Information sheet to be attached to all requests for Transfer of Special Permit**

Type of Operation: (Select One)

Individual ☐

Partnership ☐

Corporation ☒

LLC ☐

**INDIVIDUAL:**

Name & address \_\_\_\_\_

Telephone number & email address \_\_\_\_\_

Business name/address/phone \_\_\_\_\_

Copy of fictitious name registration, if applicable \_\_\_\_\_

**PARTNERSHIP:**

Name & address of partner (s ) \_\_\_\_\_

Telephone number(s) and email address (s) \_\_\_\_\_

Business name/ address /phone \_\_\_\_\_

Copy of fictitious name registration, if applicable \_\_\_\_\_

**CORPORATION OR LLC:**

Name & address of all corporate officers Glenn Travers

Telephone numbers & email addresses 314 960 4175 GNTAuto@yahoo.com

Business name/address/phone STL Cheap Cars, INC

Photocopy of Corporation/LLC Articles and Certificate \_\_\_\_\_

Date of incorporation/LLC 10/8/2018

Copy of fictitious name registration, if applicable N/A

Copy of latest Missouri Anti-Trust affidavit (annual registration of corporate officers)



# CITY OF FLORISSANT

*Honorable Thomas P. Schneider, Mayor*

## TRANSFER OF SPECIAL USE PERMIT

The undersigned hereby acknowledges receipt of a copy of Ordinance  
Number 1018 which authorized a Special Permit:

TO: Cross Keys Auto Inc

FOR: USED CAR Dealership

and agree to the terms and conditions listed in said ordinance and to any  
additional term and conditions that the City Council shall deem appropriate.

Glen Travers

PRINT - NAME OF APPLICANT

Glen Travers

SIGNATURE OF APPLICANT

CITY HALL  
955 Rue St. Francois  
Florissant, MO 63031  
314 / 921-5700  
Fax: 314 / 921-7111  
TDD: 314 / 839-5142

POLICE DEPARTMENT  
1700 North Highway 67  
Florissant, MO 63033  
314 / 831-7000  
Fax: 314 / 830-6045

PARKS DEPARTMENT  
#1 James J. Eagan Drive  
Florissant, MO 63033  
314 / 921-4466  
Fax: 314 / 839-7672

HEALTH DEPARTMENT  
#1 St. Ferdinand Drive  
Florissant, MO 63031  
314 / 839-7654  
Fax: 314 / 839-7656

MUNICIPAL COURT  
1055 Rue St. Francois  
Florissant, MO 63031  
314 / 921-3322  
Fax: 314 / 839-7663

[www.florissantmo.com](http://www.florissantmo.com)

1 INTRODUCED BY COUNCILMAN KING  
2 MAY 24, 2004  
3  
4

5 BILL NO. 7917

ORDINANCE NO. 7018

6  
7 **AN ORDINANCE GRANTING A SPECIAL USE PERMIT TO CROSS**  
8 **KEYS AUTO INC. D/B/A CROSS KEYS AUTO FOR THE OPERATION**  
9 **OF A USED CAR DEALERSHIP LOCATED AT 14050 NEW HALLS**  
10 **FERRY ROAD.**  
11

12 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of  
13 Florissant, by Special Use Permit, after public hearing thereon, to permit the operation of a used  
14 car dealership; and

15 WHEREAS, an application has been filed by Cross Keys, Inc. for the operation of a used  
16 car dealership located at 14050 New Halls Ferry Road; and

17 WHEREAS, the Planning and Zoning Commission of the City of Florissant, at their  
18 meeting of May 3<sup>rd</sup>, 2004 has recommended that the said Special Use Permit be granted with  
19 certain conditions; and

20 WHEREAS, due notice of a public hearing on said application to be held on the May 24,  
21 2004 at 8:00 P.M. by the Council of the City of Florissant was duly published, held and  
22 concluded; and

23 WHEREAS, the Council, following said public hearing, and after due and careful  
24 consideration, has concluded that the granting of the Special Use Permit as hereinafter provided  
25 would be in the best interest of the City of Florissant.

26 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
27 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
28

29 Section 1: A Special Use Permit is hereby granted to Cross Keys Auto Inc. d/b/a Cross  
30 Keys Auto with the following stipulations:

- 31 a. Landscaping be submitted and approved by the Building Commissioner's  
32 office.  
33 b. Car display area shall be outlined with striping and arrows be placed on the  
34 pavement showing one way traffic in the drive area around the building.  
35 c. Customer employee parking shall be as noted on plans submitted.

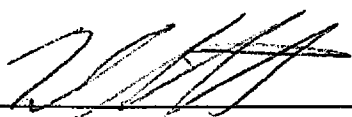
d. Repairs shall be limited to minor repairs, detailing and no elevated display of any vehicle allowed.

Section 2: Said Permit herein authorized shall remain in full force and effect and subject to all of the ordinances of the City of Florissant.

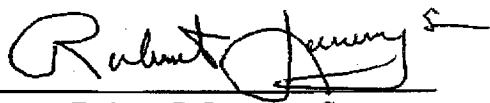
Section 3: When the named permittee discontinues the operation of said business, the Special Use Permit herein granted shall no longer be in force and effect.

Section 4: This ordinance shall become in force and effect immediately upon its passage and approval.

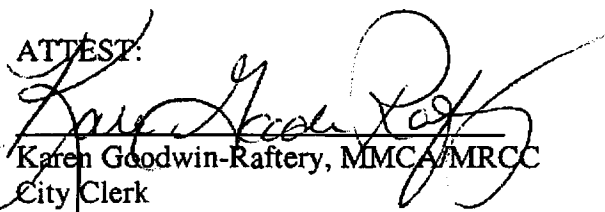
Adopted this 16<sup>th</sup> day of JUNE, 2004.

  
Mark Schmidt  
President of the Council  
City of Florissant

Approved this 16<sup>th</sup> day of JUNE, 2004.

  
Robert G. Lowery, Sr.  
Mayor, City of Florissant

ATTEST:

  
Karen Goodwin-Rafty, MMCA/MRCC  
City Clerk





# State of Missouri

John R. Ashcroft, Secretary of State

Corporations Division

PO Box 778 / 600 W. Main St., Rm. 322

Jefferson City, MO 65102

001375102

Date Filed: 10/8/2018

John R. Ashcroft

Missouri Secretary of State

## Articles of Incorporation

### Article One

The name of the corporation is: STL Cheap Cars, Inc.

### Article Two

The registered agent's name is: Charles F Dufour

The address, including street and number for the registered agent's office in the state of Missouri is:

(PO Box may only be used in addition to a physical street address)

8011 Clayton Road Third Floor

Street Address

St. Louis

City

MO 63117

State/Zip

### Article Three

(Must complete 1 or 2)

1. If the aggregate number of shares in which the corporation shall have authority to issue DOES NOT exceed 30,000 shares or the par valued DOES NOT exceed \$30,000 please check this box: ☒

or

2. If the aggregate number of shares in which the corporation shall have authority to issue exceeds 30,000 shares or the par value exceeds \$30,000 dollars please indicate the number of shares of each class and the par value of each share. Also, indicate a statement of the preferences, qualifications, limitations, restrictions and the special or relative rights including convertible right, is any, in respect of the share of each class:

### Article Four

The name and physical business or residence address of each incorporator:

Name	Address	City/State/Zip
<u>Sanders, Donald</u>	<u>8011 Clayton Road Suite 300</u>	<u>St. Louis MO 63117</u>

(Please see next page)

Name and address to return filed document:

Name: Law Offices of Donald H. Sanders, III

Address: Email: Sanders@dhsfirm.com

City, State, and Zip Code: \_\_\_\_\_

Corp. 41 (11/2008)

**Article Five**

The date the corporation is to continue or perpetual: (Please select one)

☒ Perpetual (check box) or State number of years \_\_\_\_\_

**Article Six**

The corporation is formed for the following lawful purpose(s):

To engage in the transaction of any lawful business for which a corporation may be organized under The General and Business Corporation Law of Missouri, as the same may be amended from time to time; to exercise all other powers permitted by law; and to transact all other legal acts permitted to general and business corporations.

**Article Seven**

☒ The number of directors to constitute the board of directors: 1 (optional)

The effective date of this document is the date it is filed by the Secretary of State of Missouri unless a future date is otherwise indicated:

\_\_\_\_\_  
(Date may not be more than 90 days after the filing date in this office)

In Affirmation thereof, the facts stated above are true and correct:

(The undersigned understands that false statements made in this filing are subject to the penalties provided under Section 575.040, RSMo)

Donald Sanders

Signature of Incorporator(s)

DONALD SANDERS

Printed or Typed Name of Incorporator

10/08/2018

Date of Signature

# STATE OF MISSOURI



**John R. Ashcroft**  
**Secretary of State**

## CERTIFICATE OF INCORPORATION

WHEREAS, Articles of Incorporation of

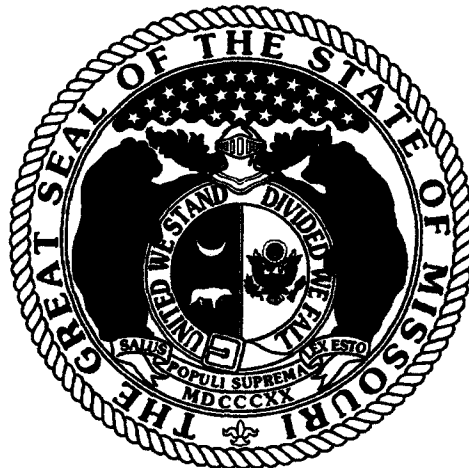
*STL Cheap Cars, Inc.*  
*001375102*

have been received and filed in the Office of the Secretary of State, which Articles, in all respects, comply with the requirements of General and Business Corporation Law.

NOW, THEREFORE, I, JOHN R. ASHCROFT, Secretary of State of the State of Missouri, do by virtue of the authority vested in me by law, do hereby certify and declare this entity a body corporate, duly organized this date and that it is entitled to all rights and privileges granted corporations organized under the General and Business Corporation Law.

IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the GREAT SEAL of the State of Missouri. Done at the City of Jefferson, this 8th day of October, 2018.

  
Secretary of State





JAMES C. KIRKPATRICK  
STATE INFORMATION CENTER  
(573) 751-4936

JOHN R. ASHCROFT  
SECRETARY OF STATE  
STATE OF MISSOURI

CORPORATIONS  
(573) 751-4153

Dear Corporation:

Congratulations! We wish you every success in your new business enterprise, and stand ready to assist you with any questions that you may have regarding your corporate registration and filing your annual or biennial registration reports.

By law, **your initial Registration Report is due within thirty days from the date of incorporation or qualification.** A notice providing additional information on when and how to file this report will be mailed to your corporation's registered agent within the next few weeks.

Please note that Authorized Farm Corporations and Family Farm Corporations, as defined by RSMo Section 350.010, are not required to file a Corporate Registration Report if none of the following have changed since the corporation's Articles of Incorporation or most recently filed corporate registration report:

- Corporate name
- Name of the registered agent
- Registered agent's Missouri physical address giving street and number, or building and number, or both, as the case may require
- Name and correct business or residence address of officers and directors
- Mailing address of the corporation's principal place of business or corporate headquarters

This is pursuant to Senate Bill 664, which was signed into law in June of 2016.

You may file your registration report online 24 hours a day on our website at [www.sos.mo.gov](http://www.sos.mo.gov) for a fee of \$20 for an annual report or \$40 for a biennial report; you may also file the report in person or by mail for a fee of \$45 for an annual report or \$90 for a biennial report. This registration report must be filed within three months after your incorporation/qualification date to avoid late fees. ***Failure to file this report will result in administrative dissolution of your corporation, and the inability to legally conduct business in Missouri.***

After filing the initial annual or biennial registration report, you must file an annual or biennial registration report every year or every two years based on your incorporated /qualified month. You may file your report and access other services and information 24 hours a day from our website at [www.sos.mo.gov](http://www.sos.mo.gov).

Questions regarding your corporate information or filing should be directed to (866) 223-6535. Best wishes on your new business venture!

Sincerely,

Secretary of State  
Business Services Division  
P. O. Box 778  
Jefferson City, MO 65102  
(866) 223-6535  
[www.sos.mo.gov](http://www.sos.mo.gov)

JAMES C. KIRKPATRICK STATE INFORMATION CENTER  
600 W. MAIN STREET • JEFFERSON CITY 65101

ADMINISTRATIVE RULES • BUSINESS SERVICES • ELECTIONS • PUBLICATIONS • SECURITIES • STATE ARCHIVES • STATE LIBRARY • WOLFNER LIBRARY



# CITY OF FLORISSANT

*Honorable Thomas P. Schneider, Mayor*

## TRANSFER OF SPECIAL USE PERMIT

The undersigned hereby acknowledges receipt of a copy of Ordinance  
Number 8223 which authorized a Special Permit:

TO: Metropolitan Events LLC

FOR: Event / Banquet Center

and agree to the terms and conditions listed in said ordinance and to any  
additional term and conditions that the City Council shall deem appropriate.

Juanita Gullet

PRINT - NAME OF APPLICANT

Juanita Gullet

SIGNATURE OF APPLICANT

CITY HALL  
955 Rue St. Francois  
Florissant, MO 63031  
314 / 921-5700  
Fax: 314 / 921-7111  
TDD: 314 / 839-5142

POLICE DEPARTMENT  
1700 North Highway 67  
Florissant, MO 63033  
314 / 831-7000  
Fax: 314 / 830-6045

PARKS DEPARTMENT  
#1 James J. Eagan Drive  
Florissant, MO 63033  
314 / 921-4466  
Fax: 314 / 839-7672

HEALTH DEPARTMENT  
#1 St. Ferdinand Drive  
Florissant, MO 63031  
314 / 839-7654  
Fax: 314 / 839-7656

MUNICIPAL COURT  
1055 Rue St. Francois  
Florissant, MO 63031  
314 / 921-3322  
Fax: 314 / 839-7663

[www.florissantmo.com](http://www.florissantmo.com)

## TRANSFER OF SPECIAL PERMIT

AUTHORIZED BY ORDINANCE NUMBER (S) 8223

FROM Metropolitan Events LLC  
TO Grace & Mercy Adult Day Program I LLC  
FOR Event / Banquet Center  
ADDRESS 11 Patterson Plaza Shopping Center  
Ward \_\_\_\_\_ Zoning \_\_\_\_\_ Date Filed \_\_\_\_\_ Accepted By \_\_\_\_\_

### TRANSFER OF SPECIAL USE PERMIT PETITION

TO THE CITY COUNCIL OF THE CITY OF FLORISSANT:

1. Comes now Juanita Gullet and states to the City Council that he (she) (they) has (have) the following legal interest in the property located at 11 Patterson Plaza Shopping Center in the City of Florissant, Missouri. Legal interest: ( ) Lease or ( ) Simple Title  
(Attach signed copy of lease or deed)
2. The petitioner(s) further state that he (she) (they) has (have) not made any arrangement to pay any commission, gratuity, or consideration, directly or indirectly to any official, employee, or appointee of the City of Florissant, with respect to this petition.
3. The applicant will operate the business in the same manner and under the same conditions as set out in the original ordinance granting the special permit or any amendments thereto, except for any proposed change in sign face of an authorized sign.

PETITIONER SIGNATURE

Juanita Gullet  
Individual's Name

FOR:

Grace & Mercy Adult Day Program I LLC  
Company, Corporation, Partnership

**Information sheet to be attached to all requests for Transfer of Special Permit**

Type of Operation: (Select One)

Individual ☐

Partnership ☐

Corporation ☐

LLC ☐

**INDIVIDUAL:**

Name & address \_\_\_\_\_

Telephone number & email address \_\_\_\_\_

Business name/address/phone \_\_\_\_\_

Copy of fictitious name registration, if applicable \_\_\_\_\_

**PARTNERSHIP:**

Name & address of partner (s) \_\_\_\_\_

Telephone number(s) and email address (s) \_\_\_\_\_

Business name/ address /phone \_\_\_\_\_

Copy of fictitious name registration, if applicable \_\_\_\_\_

**CORPORATION OR LLC:**

Name & address of all corporate officers \_\_\_\_\_

Telephone numbers & email addresses \_\_\_\_\_

Business name/address/phone \_\_\_\_\_

Photocopy of Corporation/LLC Articles and Certificate \_\_\_\_\_

Date of incorporation/LLC \_\_\_\_\_

Copy of fictitious name registration, if applicable

Copy of latest Missouri Anti-Trust affidavit (annual registration of corporate officers)

4. I (we) hereby certify that (indicate **one only**):

( ☒ ) I (we) have a legal interest in the above described property.

( ☐ ) I am (we are) the duly appointed agent (s) of the petitioner, and that all information given is true and a statement of fact.

SIGNATURE

Joaneta Bullett

ADDRESS

15420 Forte De France Ln Florissant, Mo 63034

Telephone No.

314-443-5171

Email address

jlove5172@yahoo.com

I (we) the petitioner(s) do hereby appoint \_\_\_\_\_ as my  
(our) duly authorized agent to represent me (us) in regard to this petition.

Sonja Dulick  
PETITIONER SIGNATURE

**Note:** Petitioner or his/her authorized agent will be the only person(s) permitted to make the presentation to the City Council.

5. Acknowledgement and consent of owner to Transfer Special Permit Petition.

Sonja Dulick  
SIGNATURE OF OWNER

# STATE OF MISSOURI



**John R. Ashcroft**  
**Secretary of State**

## CERTIFICATE OF ORGANIZATION

WHEREAS,

***GRACE & MERCY ADULT PROGRAM L.L.C.***  
***LC001588309***

filed its Articles of Organization with this office on the 24th day of April, 2018, and that filing was found to conform to the Missouri Limited Liability Company Act.

NOW, THEREFORE, I, John R. Ashcroft, Secretary of State of the State of Missouri, do by virtue of the authority vested in me by law, do certify and declare that on the 24th day of April, 2018, the above entity is a Limited Liability Company, organized in this state and entitled to any rights granted to Limited Liability Companies.

IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the GREAT SEAL of the State of Missouri.  
Done at the City of Jefferson, this 24th day of April, 2018.

  
Secretary of State





## State of Missouri

John R. Ashcroft, Secretary of State

Corporations Division  
PO Box 778 / 600 W. Main St., Rm. 322  
Jefferson City, MO 65102

LC001588309  
Date Filed: 4/24/2018  
John R. Ashcroft  
Missouri Secretary of State

### Articles of Organization

(Submit with filing fee of \$105.00)

1. The name of the limited liability company is

GRACE & MERCY ADULT PROGRAM L.L.C.

(Must include "Limited Liability Company," "Limited Company," "LC," "L.C.," "L.L.C.," or "LLC")

2. The purpose(s) for which the limited liability company is organized:

TO ASSIST SENIORS, DISABLED AND MENTALLY CHALLENGED CONSUMERS ON A DAILY BASIS.

3. The name and address of the limited liability company's registered agent in Missouri is:

JUANITA L GULLET 15420 FORTE DE FRANCE LANE

FLORISSANT MO 63034

Name

Street Address: May not use PO Box unless street address also provided

City/State/Zip

4. The management of the limited liability company is vested in: ☒ managers ☐ members (check one)

5. The events, if any, on which the limited liability company is to dissolve or the number of years the limited liability company is to continue, which may be any number or perpetual: Perpetual

(The answer to this question could cause possible tax consequences, you may wish to consult with your attorney or accountant)

6. The name(s) and street address(es) of each organizer (PO box may only be used in addition to a physical street address):

(Organizer(s) are not required to be member(s), manager(s) or owner(s))

Name

Address

City/State/Zip

GULLET, JUANITA L

15420 FORTE DE FRANCE LANCE

FLORISSANT MO  
63034

7. ☐ Series LLC (OPTIONAL) Pursuant to Section 347.186, the limited liability company may establish a designated series in its operating agreement. The names of the series must include the full name of the limited liability company and are the following:

New Series:

☐ The limited liability company gives notice that the series has limited liability.

New Series:

☐ The limited liability company gives notice that the series has limited liability.

New Series:

☐ The limited liability company gives notice that the series has limited liability.

(Each separate series must also file an Attachment Form LLC 1A.)

Name and address to return filed document:

Name: JUANITA L GULLET

Address: Email: jlove5172@yahoo.com

City, State, and Zip Code: \_\_\_\_\_

LLC-1 (08/2013)

8. The effective date of this document is the date it is filed by the Secretary of State of Missouri unless a future date is otherwise indicated: \_\_\_\_\_

*(Date may not be more than 90 days after the filing date in this office)*

In Affirmation thereof, the facts stated above are true and correct:

(The undersigned understands that false statements made in this filing are subject to the penalties provided under Section 575.040, RSMo)

**All organizers must sign:**

JUANITA L GULLET  
*Organizer Signature*

JUANITA L GULLET  
*Printed Name*

04/24/2018  
*Date of Signature*

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 APRIL 26<sup>TH</sup>, 2016  
3  
4

5 BILL NO. 9182

ORDINANCE NO. 8223

6  
7 **ORDINANCE TO AUTHORIZE A SPECIAL USE PERMIT TO**  
8 **METROPOLITAN EVENTS, LLC TO ALLOW FOR AN**  
9 **EVENT/BANQUET CENTER FOR THE PROPERTY LOCATED AT**  
10 **11 PATTERSON PLAZA SHOPPING CENTER.**  
11

12 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of  
13 Florissant, by Special Use Permit, after public hearing thereon, to permit the location and  
14 operation of an event/ banquet center; and

15 WHEREAS, an application has been filed by Sonja Dulick d/b/a Metropolitan Events,  
16 LLC to allow for the location and operation of an event/banquet center on the property known  
17 as 11 Patterson Plaza Shopping Center; and

18 WHEREAS, the Planning and Zoning Commission of the City of Florissant, at their  
19 meeting of April 18<sup>th</sup>, 2016, has recommended that the said Special Use Permit be granted; and

20 WHEREAS, due notice of public hearing no. 16-04-013 on said application to be held on  
21 the 26<sup>th</sup> of April, 2016 at 7:30 P.M. by the Council of the City of Florissant was duly published,  
22 held and concluded; and

23 WHEREAS, the Council, following said public hearing, and after due and careful  
24 consideration, has concluded that the granting of the Special Use Permit as hereinafter provided  
25 would be in the best interest of the City of Florissant.

26 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
27 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
28

29 Section 1: A Special Use Permit is hereby granted to Sonja Dulick d/b/a Metropolitan  
30 Events, LLC for the location and operation of an event/banquet center on the property known as  
31 11 Patterson Plaza Shopping Center with the following stipulations:

- 32 1. Hours of operation to be 7 days a week from 7:00 am until 1:00 am  
33 2. No liquor will be served unless catered by a licensed catering with a  
34 valid liquor license.  
35 3. Any trash container over 90 cubic feet shall be screened and screen  
36 shall be constructed compatible with the construction of the building

as approved by the Building Commissioner. The enclosure should have gates that are solid metal, reinforced solid vinyl or metal picket type fence with pickets spaced for screening.

**PROJECT COMPLETION.**

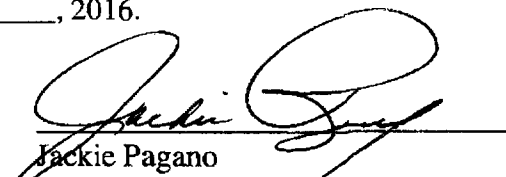
Construction shall start within 60 days of the issuance of building permits, and the structure shall be completed in accordance with the plans within 180 days of start of construction.

Section 2: The said Special Use Permit herein authorized shall remain in full force and effect and subject to all of the ordinances of the City of Florissant.

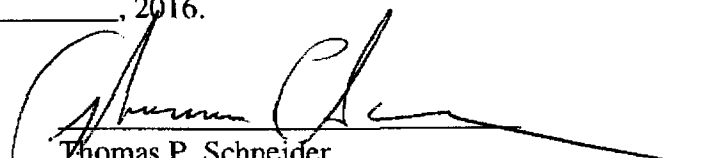
Section 3: When the named permittee discontinues the operation of said business, the Special Use Permit herein granted shall no longer be in force and effect.

Section 4: This ordinance shall become in force and effect immediately upon its passage and approval.

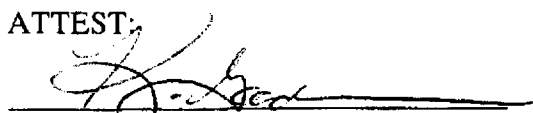
Adopted this 9 day of May, 2016.

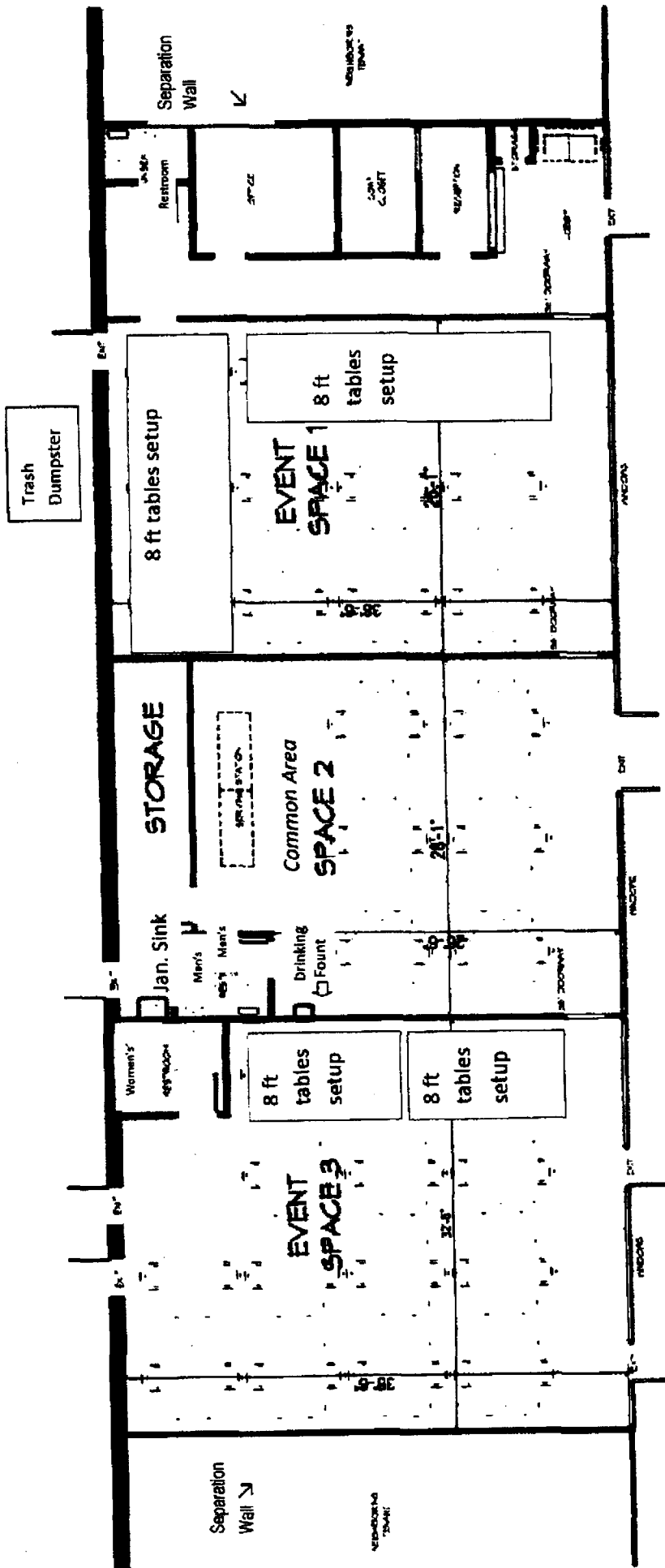
  
Jackie Pagano  
President of the Council  
City of Florissant

Approved this 10 day of May, 2016.

  
Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

  
Karen Goodwin, MMC/MRCC  
City Clerk



EVENT SPACE = 2250 SQFT  
 2250 SQFT / 15 = 150 OCCUPANCY



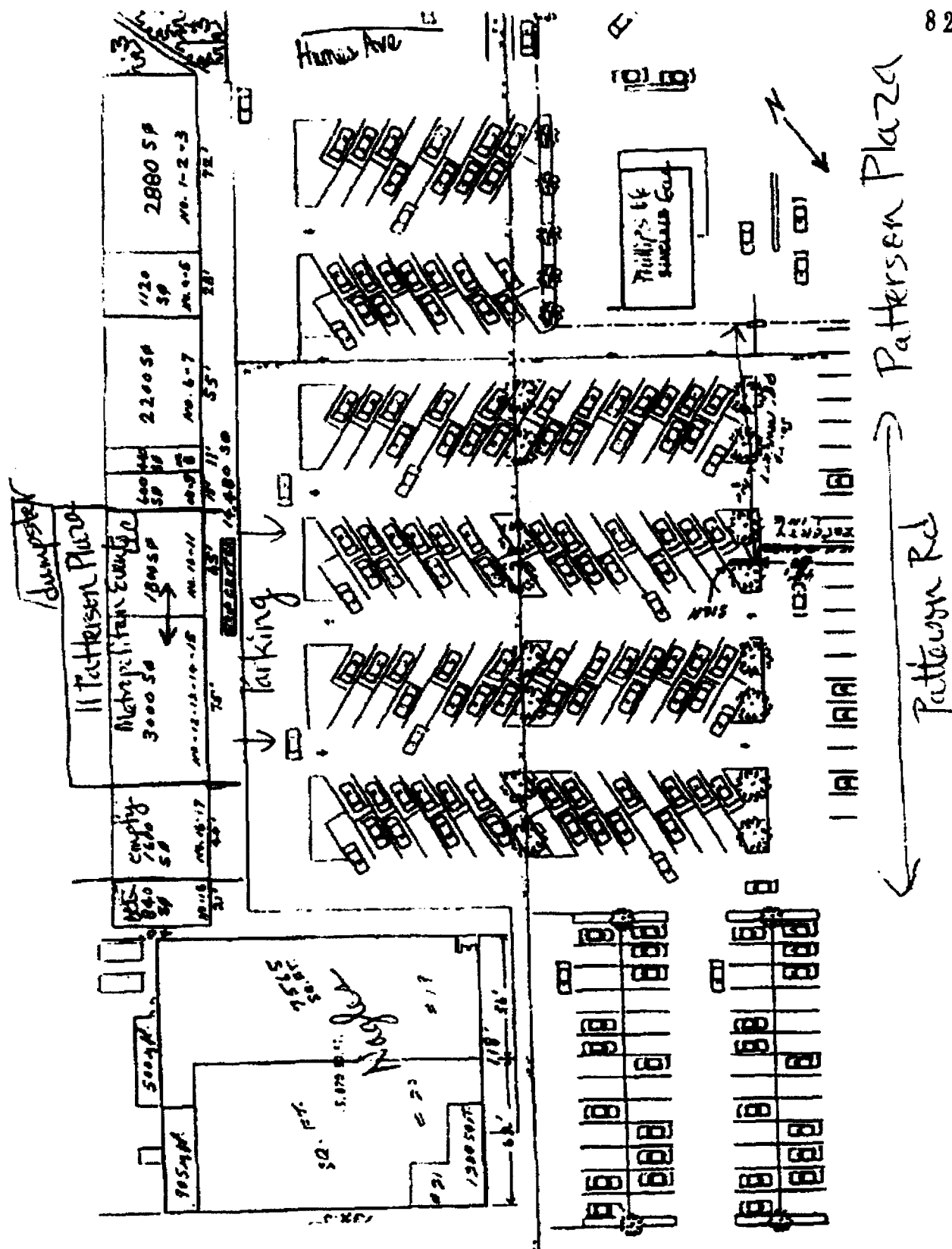
11 PATTERSON PLAZA  
 FLORISSANT, MO 63031

# OCCUPANCY CALCULATIONS

DRAWN BY: GE DIMARTINO 314-491-4634

SCALE: 1/8" = 1'-0"

MARCH 17, 2016



1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 12, 2018

3  
4 BILL NO. 9441

ORDINANCE NO.

5  
6 **AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF**  
7 **FLORISSANT FOR THE FISCAL YEAR COMMENCING ON**  
8 **DECEMBER 1, 2018 AND ENDING ON NOVEMBER 30, 2019 AND**  
9 **PROVIDING FOR ITS EFFECTIVE DATE.**

10  
11 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
12 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

13  
14 Section 1: The Budget for the City of Florissant commencing on December 1, 2018 and  
15 ending November 30, 2019, a copy of which is attached hereto and by this reference  
16 incorporated herein and made a part hereof, is hereby adopted and approved.

17 Section 2: This ordinance shall become in force and effect as of December 1, 2018.

18  
19 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2018.

20  
21  
22 \_\_\_\_\_  
23 Jeff Caputa  
24 President of the Council  
25 City of Florissant  
26

27  
28  
29 Approved this \_\_\_\_ day of \_\_\_\_\_, 2018.

30  
31  
32 \_\_\_\_\_  
33 Thomas P. Schneider  
34 Mayor, City of Florissant

35 ATTEST:

36  
37 \_\_\_\_\_  
38 Karen Goodwin, MPPA/MMC/MRCC  
39 City Clerk  
40  
41

## **City of Florissant, Missouri**

### **2019 Budget Message**

Honorable Members of the City Council and Citizens of the City of Florissant:

As Mayor of the City of Florissant, it is my responsibility to submit a proposed budget for the upcoming 2019 fiscal year. The proposed budget of just under \$40 million is submitted in compliance with Section 6.6 of the City Charter and Section 67.010 of the Missouri Revised Statutes. The 2019 proposed budget provides a complete financial plan for the general, capital improvement, park improvement, street fund, property maintenance, public safety, sewer lateral, and property revitalization funds.

This budget contains the framework to continue to operate the City in a professional manner while providing the high level of programs and services our residents expect. One of my goals with this proposed budget, as with my past budget proposals, is to anticipate expenditures for the next fiscal year so as to reduce the need for supplemental appropriations, recognizing that it is impossible to eliminate them completely. Our new Finance Director Kimberlee Johnson has been compelled to accelerate her indoctrination and is fast approaching full speed therefore I predict a mid-year review next year at the usual timeframe of late May or early June.

Crafting the proposed budget for 2019 has been a very difficult process which is to be expected with a new Finance Director who has been on the job for only three months. I am grateful to Finance Director Kimberlee Johnson for working over 80 hours per week during the month of September in an effort to prepare the 2019 budget in time to meet the October 2 deadline. I am also grateful to all of the employees who stepped up and either accepted promotions within or applied from other departments to rebuild the Finance Department team in time to keep the department functioning after five employees retired and to assist Ms. Johnson prepare the 2019 budget.

Projected revenue dictates the level of programs and services that can be funded. In this regard, some categories of revenue sources have produced disappointing results due to the changes in technology, buying habits and State legislation. As a result those revenues have not kept pace with former expectations making it more challenging to fund the cost of services.

The citizens of Florissant have been proactive along with this Administration and the City Council and new sales tax revenue has been approved by the voters in Florissant starting in 2016 from Florissant Prop S for street maintenance, starting in 2017 from Florissant Prop A&R for code enforcement and starting in 2018 from St. Louis County Wide Prop P for public safety. There is a possibility that additional revenues will be available for Florissant in the future if Missouri Prop D for State Highway Safety including Hwy. Patrol, infrastructure maintenance and improvements passes on November 6.

The net effect of the above dynamics are a net positive revenue forecast which I feel should allow the Florissant City Government to continue to provide the level of services and programs that our residents have come to appreciate and expect without compromising the required reserve.

Every Municipality is a service organization and at the heart of our ability to serve our residents is the effectiveness of our employees. I am a former employee myself having served under the Eagan Administration as City Engineer therefore I know firsthand the importance of appreciating the needs of our great employees.

For our uniformed Police Officers the City Council passed a new pay ordinance which provides a minimum 8% increase effective December 1, 2017 which is reflected in this budget.

In July 2014 a new pay plan was adopted by the City Council which gave all full-time employees a new pay schedule which provides for a 2% merit pay step increase. The 2018 proposed budget continues to provide a 2% merit increase to eligible personnel.

21 full time non uniformed employees have not received a merit pay increase for quite some time because they have been at the top of their pay scale. The proposed budget proposes to provide those employees with a 2 % increase in salary.

There have been no increases for part-time employees for many years. The budget proposal calls for adding additional pay scales to all part time positions.

It is recommended that the City will continue to pay 100% of employee health care premiums and 25% for dependent premiums. Through careful and professional negotiations with the assistance of our Employee Benefit Consultants, we are pleased to report that Medical premiums will not increase this year.

General fund revenue would be down nearly \$500,000. Two revenue sources account for this drop: Utility tax revenue is down \$225,000 and court revenue is down \$300,000. That being said, projected revenue budgeted for the general fund is up just over \$2.1 million compared to that budgeted in 2017. Proposed sales tax revenue in the general fund is \$2.6 million more than the 2017 budget with all of the increase coming from the Prop P funds. All Prop P funds will be used to improve and support our Police Department. The capital improvement sales tax reflects an increase of \$50,000 compared to the 2017 budget while the park improvement sales tax budget reflects no increase at all.

A healthy reserve is crucial to maintaining a consistent level of services and programs over time. Reserves provide the cushion necessary to bridge the ebbs and flows in the City's revenue streams from one year to the next. The general fund is projected to have a reserve balance of \$8.2 million going into the 2018 fiscal year. We are pleased to report that the proposed budget does not anticipate the need to borrow significant if any funds from general fund reserves this year. It is projected that the general fund will have a reserve balance of more than 30% of the proposed budget and above our policy of targeting a reserve balance of at least 10%. The proposed budget is a balanced budget and is sustainable.

Sales tax in the general fund, our single most important revenue source, is consumer driven and is budgeted to reflect no increase over 2018.

The proposed budget includes \$4,532,010 in funding for street, road, bridge and sidewalk work. In the Capital Improvement fund \$950,000 will be allocated for street maintenance contracts including asphalt overlays and preservation and Concrete pavement slab replacement. \$55,000 will be used for routine bridge repair and \$150,000 will be used for annual sidewalk repair.

Proposition S, the street sales tax, will be the conduit for \$3,582,010 in street projects. \$2,327,010 is budgeted to accomplish the North Lafayette Street reconstruction. \$200,000 is budgeted to accomplish the St. Ferdinand and North Highway 67 project. These major street projects are facilitated under the auspices of a Federal public improvement grant through the East-West Gateway Council of Governments. The city will receive 80% or \$1,861,600 of the cost of the North Lafayette project back in grant revenue. The city will receive 80% or \$160,000 of the cost of the St. Ferdinand and North Highway 67 project back in grant revenue. The long standing practice of utilizing grants to help fund projects for our bridges and roadways is a very cost effective approach enabling Florissant to leverage the maximum value from tax collections.

The Street Fund will also allow procurement of a Brine application system which will allow the City to more effectively pre- treat for winter storms, as well as help make the salt we spread on City streets more effective.

\$1,055,000 from the street sales tax will fund the second year of the continuous major street projects to restore curb and riding surfaces to like new condition. 2018 saw the second full year of projects completed resulting in new concrete curbs to: Marrissa Drive, Greeley Drive, Kathleen Court, Lemondale Lane, Limesdale Lane, Orangedale Lane, Creston Drive, Sorrell Drive, Greengrass Drive, Banstead Drive, Stonehaven Drive, St. Jean Street (from St. Francois to south end), St. Marie Lane(Florissant Road to Alpha), St. Patrice Lane (W. St. Anthony to St. Maurice), St. Maurice (St. Patrice to Lafayette), and St. Michael (Florissant to Aubuchon).

As Mayor, I continue to encourage industrial development, manufacturing, warehousing, retail, and commercial developments in Florissant and the greater North County area in an effort to provide jobs for our current and future residents and to stimulate economic activity to benefit our local businesses. We continue to have robust Economic Development success. Companies of all sizes, including National brands and Developers, are proving that they believe in the future of Florissant.

New business facilities open recently include Total Urgent Care, Popeye's, U-Haul Climate Control Storage, Regions Bank, Raising Canes, Crazy Bowls and Wraps, D'Vita Dialysis and Happy Nails. Business activity under construction are; First Collinsville Bank, Dunkin Donuts, Chick Fil A, Aspen Dental, MOD Pizza, and the 26 million dollar Siteman Cancer Center at Christian NW campus.

There are many exciting projects that are in the Due Diligence and Planning Phase and we are working with the Developers to bring them to fruition anticipating more public announcements this year and in 2019 and beyond.

I believe the proposed budget presents a reasonable and conservative framework for continuing a high level of services given the issues facing the City, both now and in the future. Highlights of the proposed budget include the following:

- A. Fully fund the new uniformed personnel salary plan that the City Council passed in May, 2017 which provides a minimum 8% increase with an effective date of December 1, 2017. In addition, the Administration is still researching pension alternatives, including Lagers, in an effort to provide a total compensation package to be as competitive as possible to continue to attract and retain outstanding Florissant police officers.
- B. The police budget in the general fund reflects just \$600,000 for a number of capital items.

- C. Continue to fully fund the salary plan for full-time non-uniformed personnel that the City Council passed in July 2014.
- D. The proposed budget include the changes made in 2018 to strengthens the city's Information Technology (IT) services and oversight with the two new positions, an IT Director and a second IT Manager position to continue the mission to take our automation to the next level led by IT Director Steve Weissmuller. The IT changes to the Public Works data system is making measurable progress and will be ready for a test drive early in the second quarter of 2019.
- E. The changes that were made in 2018 to the unclassified pay structure that were researched and recommended by the Human Resources Director were designed to maintain the city's competitiveness in order to attract and retain the most qualified Administration management personnel now and in the future. This investment helped to fill essential leadership vacancies last year and served to provide the necessary levels of compensation to keep and attract needed leadership in all departments.
- F. A new department was created last year with will reflect activities and expenses of the Prosecuting Attorneys with a dedicated Assistant Court Clerk. This is reflective of input from the Judge and in compliance with new Missouri Supreme court rules.
- G. Continue the change made for 2018 which made the Economic Development Director position a part-time position effective December 1, 2017.
- H. The hours for part-time positions continue to be limited so that no part-time position will be regularly scheduled to work more than 29 hours per week.
- I. The fee for the day camp program to align the subsidies for this program with comparable programs offered by other municipalities and alternate providers of seasonal day care was had the desired effect to serve our residents and at the same time reduce our expenditures and this will be continued. Our program will still remain an outstanding value and resource for our residents to use care for their children each summer.
- J. A reduction in the hours for both civic centers was implemented with success last year and will be continued. This will continue to reduce the costs for both personnel and operations while having very little impact on programs and services
- K. .The City will continue to take on the full production costs of the St. Louis Family Theater Series as a result of a change of priorities by the Junior League. It is important to continue this wholesome family entertainment series for the youth and parents of our community. This year we are asking to appropriate \$10,000 from the Park Improvement Fund to purchase a computerized light board to enhance the theater experience.
- L. Over the past two years the Florissant Golf Course staff has been successful in increasing patronage with more tournaments and daily fee play. Prestige and customer satisfaction are at an all-time high regarding both the condition of the golf course accomplished by the Course Superintendent and the level of high touch service provided by the Club House Manager, Don Ryan and his enthusiastic staff. As a result of the success of the new business model, under the supervision of the Parks Director with the assistance of the Council Golf Committee, the Golf Course continues to experience an increasingly improved financial outlook. There are proposed changes for two positions.

Two years ago the position of Club House Manager was created and was challenged to increase play and since then he has addressed multiple issues to improve the branding and enhance the experience of our patrons. He has increase tournaments this year by an additional 13. Because of his success and recognizing that this must be treated as much as a business decision as it is a municipal decision we are recommending an upgrade in salary for the Club House Manager from Grade 5, Step 1 to a Grade 6, Step 1 . Mr. Ryan is doing an unbelievable job of marketing and providing excellent service to our customers which warrants this raise for him to continue in this manner.

Last year the golf mechanic was removed from the budget and replaced with a Class "C" laborer. At the time he was put in as a Grade 2. However all laborers in the city that are a Class "C" are a Grade 4. Therefore, to correct this error it is being recommended that he be moved to a Grade 4, Step 1. This person is under the supervision of the Course Superintendent and is called upon to do a majority of the machinery maintenance as well as fill in as needed for all other on course maintenance tasks determined necessary by the superintendent.

The Assistant Club House Manager was placed at a Grade 2. However his position was placed below the other clerks in the city. He does as much if not more than clerk duties and has to deal with golf patrons every day. Thus, it is furthermore recommended to move him to a Grade 3, Step 1 for all of his hard work assisting the Golf Course Club House Manager provide an outstanding experience for our patrons.

- M. Approximately \$535,000 has been budgeted from the park improvement fund a Municipal Park Grant to install a new Splash Pad in Koch Park. A Grant for up to 95% of a maximum of \$525,000, or \$508,250 has been applied for this project and staff and I are confident that we will hear some good news in December that the city will be awarded the grant.

An additional \$10,000 has been added to the park improvement fund for the purchase of upgrading many of our aging playground equipment along with purchasing additional face to face swings to other parks nest year. Two face to face swings were purchased out of the current funding and they have been enthusiastically welcomed therefore we are recommending at least 6 additional swings to be added with a goal of having at least one in each park.

\$100,000 has been budgeted in the park improvement fund to replace the 20 year old Zamboni to which much expense has been incurred to repair it over the past couple of years. We have experienced numerous breakdowns no matter how many repairs have been made.

\$207,000 has been requested to make upgrades to Field 1 at Koch Park, and Fields 2, 3, 5 and 6 at St. Ferdinand Park. The improvements will include new fencing and an asphalt overlay at Koch Park. Dugouts with concrete pads will be installed at the fields in St. Ferdinand to enhance the ball fields at this park.

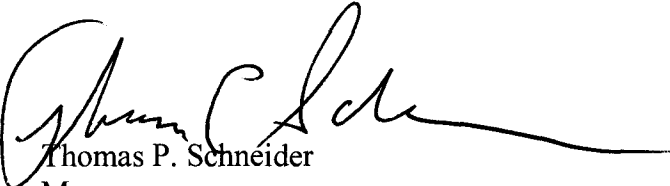
- N. \$515,000 has been budgeted to pay for street lights and related maintenance including \$30,000 for new and replacement lights.
- O. Due to the tremendous effort to meet the deadline of presenting this budget there will likely be additional highlights that I will share before the budget deliberations.

I wish to thank Chief Lowery and his Command Staff, Public Works Director Todd Hughes and his staff, Interim Parks Director Cheryl Thompson, and her staff and all of the Department Heads for their diligence and hard work in assisting the administration in the preparation of the proposed budget. I commend all of the employees of the City of Florissant for their hard work and dedication to the

residents of our City. I again thank new Finance Director Kimberly Johnson and Assistant Finance Director Jennifer Morris for working as many hours as it took to complete the 2019 budget on their first try.

This Budget has been prepared to be balanced and sustainable and to continue to provide the level of services that the residents of Florissant have come to expect. I look forward to discussing the proposed budget with the Florissant City Council and to continue to work together for the progress of our beautiful city.

Respectfully Submitted,

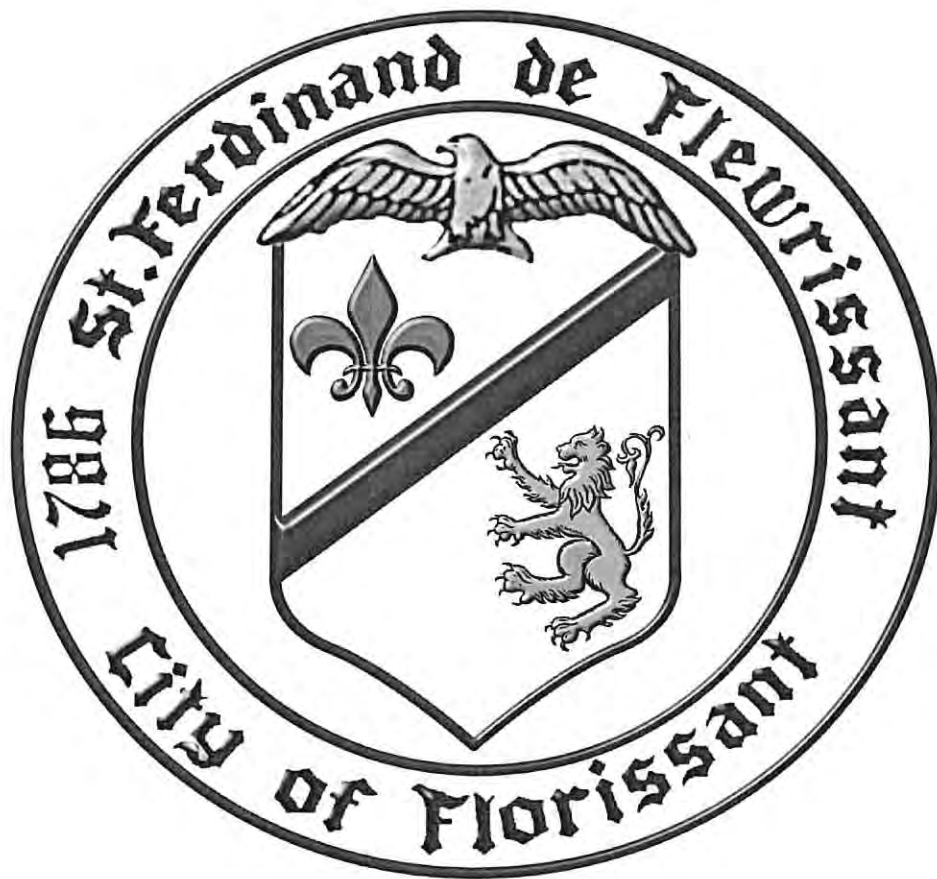


Thomas P. Schneider  
Mayor

# City of Florissant, Missouri

## Adopted Budget

### 2019



955 rue St. Francois  
Florissant, Missouri 63031  
314-921-5700  
[www.florissantmo.com](http://www.florissantmo.com)



City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**FUND SUMMARIES**

	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
<u>Page #</u>				
General Fund - 01				
Revenues	23,051,992	23,596,027	26,384,789	25,956,321
Expenditures				
Information Technology	356,861	506,550	533,683	533,683
Housing Resource Center	43,053	78,252	50,728	50,728
Legislative	154,979	158,647	158,647	158,647
Senior Services	169,641	211,651	196,180	206,180
Administrative	3,754,388	3,258,532	3,144,922	3,239,834
Municipal Court	647,180	533,989	618,829	618,829
Prosecuting Attorney	0	242,096	254,768	287,551
Health	747,241	894,369	998,900	998,900
Recreation-Theater	396,132	437,715	455,361	453,361
Recreation-Centers	1,817,721	1,786,059	1,863,689	1,863,689
Recreation-Summer Camp	132,713	103,951	135,582	135,582
Recreation-Bangert	164,867	188,485	249,278	249,278
Recreation-Koch Aquatic	188,822	0	0	0
Recreation-Parks	438,301	569,886	521,485	521,485
Recreation-Golf Course	777,254	869,921	746,995	938,050
Public Works	3,642,237	4,020,839	4,147,589	4,126,406
Police	10,708,670	12,280,665	11,934,556	11,903,356
Media	<u>194,819</u>	<u>214,644</u>	<u>213,982</u>	<u>212,907</u>
General Fund Expenditures	24,334,878	26,356,250	26,225,174	26,498,466
Revenue over Expenditures	(1,282,886)	(2,760,223)	159,615	(542,145)
Capital Improvement Fund - 03				
Revenue	3,701,505	3,994,968	3,766,528	3,766,528
Expenditures	4,410,179	4,334,744	3,619,900	3,649,900
Revenue over Expenditures	(708,674)	(339,776)	146,628	116,628
Park Improvement Fund - 09				
Revenue	3,405,181	3,506,000	4,062,000	4,068,400
Expenditures	3,515,425	4,520,508	4,078,020	4,235,020
Revenue over Expenditures	(110,244)	(1,014,508)	(16,020)	(166,620)
Street Fund - 08				
Revenue	1,506,226	3,411,608	3,443,608	3,603,608
Expenditures	1,503,868	4,027,010	3,627,010	3,382,010
Revenue over Expenditures	2,358	(615,402)	(183,402)	221,598

A-1

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

Sewer Lateral Fund - 04				
Revenue	548,060	514,000	548,000	548,000
Expenditures	602,059	844,210	735,835	668,835
Revenue over Expenditures	(53,999)	(330,210)	(187,835)	(120,835)
Property Revitalization Fund - 10				
Revenue	4,850	0	0	1
Expenditures	3,450	30,000	0	0
Revenue over Expenditures	1,400	(30,000)	0	1
Court Building Fund - 14				
Revenue	94,490	132,000	132,000	132,001
Expenditures	36,400	132,000	132,000	132,000
Revenue over Expenditures	58,090	0	0	1
Public Safety Fund - 17				
Revenue	401,892	2,600,000	2,600,000	2,600,000
Expenditures	0	2,965,219	2,397,219	2,551,800
Revenue over Expenditures	401,892	(365,219)	202,781	48,200
Property Maintenance Fund - 16				
Revenue	0	365,000	390,800	390,800
Expenditures	0	365,000	365,000	376,000
Revenue over Expenditures	0	0	25,800	14,800
Total Expenditures - All Funds	34,406,259	43,574,941	41,180,158	41,494,031
Expenditure Forecast	Estimate of future expenditures and personnel.			

A-2

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**01 - GENERAL FUND - REVENUES**

	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
<b><u>TAXES</u></b>				
Cigarette	130,487	135,000	117,550	117,550
Gasoline	1,639,663	1,640,000	1,636,048	1,636,048
Road & Bridge Taxes	560,052	550,000	567,079	567,079
Sales Tax	7,715,252	8,100,000	8,227,719	8,227,719
Utility Tax	<u>5,987,697</u>	<u>5,575,000</u>	<u>7,072,537</u>	<u>6,732,173</u>
Total Taxes	16,033,151	16,000,000	17,620,933	17,280,569
<b><u>LICENSES</u></b>				
Business	1,148,152	800,000	780,079	780,079
Liquor & Other Licenses	<u>57,529</u>	<u>50,000</u>	<u>61,166</u>	<u>61,166</u>
Total Licenses	1,205,681	850,000	841,245	841,245
<b><u>PERMITS</u></b>				
Building	348,324	355,668	460,429	460,429
Minimum Housing	263,492	359,353	403,371	403,371
Signs & Other Permits	<u>41,882</u>	<u>40,000</u>	<u>23,222</u>	<u>23,222</u>
Total Permits	653,698	755,021	887,022	887,022
<b><u>RECREATION - GOLF</u></b>				
Green Fees	256,670	235,000	255,000	255,000
Cart Fees	214,245	200,000	236,000	236,000
Pro Shop Sales	49,348	50,000	57,000	57,000
Concession Sales and Fees	135,094	120,000	148,000	148,000
Other Miscellaneous	<u>7,696</u>	<u>10,000</u>	<u>8,121</u>	<u>8,121</u>
Total Golf	663,053	615,000	704,121	704,121
<b><u>RECREATION - OTHER</u></b>				
Rentals-Nature Lodge/Gym	29,590	25,000	25,048	25,048
Center Activity	266,907	280,000	256,656	256,656
Rink	64,030	60,000	92,225	92,225
Outdoor Pool Receipts	130,158	85,000	90,936	90,936
Miscellaneous J.J.E.	176,931	196,000	214,461	214,461
Summer Camp Program	89,018	127,300	85,848	85,848
Theater	133,272	160,000	127,453	127,453
Concession Sales	<u>59,608</u>	<u>50,000</u>	<u>45,567</u>	<u>45,567</u>
Total Other Recreation	<u>949,514</u>	<u>983,300</u>	<u>938,194</u>	<u>938,194</u>
Total Recreation	1,612,567	1,598,300	1,642,315	1,642,315

B-1

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

<b><u>MISCELLANEOUS</u></b>				
Interest Income	60,969	40,000	51,002	51,002
Municipal Court	1,174,222	1,100,000	1,197,763	1,197,763
Other Miscellaneous	1,316,279	2,271,758	3,149,994	3,061,890
Cable TV	638,389	625,000	614,119	614,119
Senior Citizen Luncheon	24,916	46,000	41,000	41,000
Grants & Reimbursement	<u>332,121</u>	<u>309,948</u>	<u>339,396</u>	<u>339,396</u>
Total Miscellaneous	3,546,895	4,392,706	5,393,274	5,305,170
Total Revenue	23,051,992	23,596,027	26,384,789	25,956,321
Less Total Expenditures			<u>(26,225,174)</u>	<u>(26,498,466)</u>
Equal Revenue Over/(Under) Expenditure			159,615	(542,145)
		Plus Estimated Beg Fund Bal	<u>5,842,010</u>	<u>5,842,010</u>
		Equal Estimated Ending Fund Bal	6,001,625	5,299,865

B-2

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**36 - INFORMATION TECHNOLOGY DEPARTMENT**

<u>Account</u>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
3600-Salaries	\$ 94,342	\$ 183,519	\$ 155,237	\$ 155,237
3600-Employees' Benefits	\$ 39,697	\$ 62,331	\$ 64,596	\$ 64,596
3621-Uniforms	\$ 296	\$ 300	\$ 750	\$ 750
3624-Telephone	\$ 126,135	\$ 147,000	\$ 162,000	\$ 162,000
3632-Office Supplies & Maint.	\$ 15,076	\$ 26,000	\$ 50,500	\$ 50,500
3633-Materials & Supplies	\$ 7,557	\$ 6,500	\$ 14,500	\$ 14,500
3642-Dues, Travel, Training	\$ 5,136	\$ 2,200	\$ 4,600	\$ 4,600
3650-Professional Services	<u>\$ 68,622</u>	<u>\$ 78,700</u>	<u>\$ 81,500</u>	<u>\$ 81,500</u>
<b>Total</b>	\$ 356,861	\$ 506,550	\$ 533,683	\$ 533,683

**PERSONNEL SERVICES**

Full-time	\$ 94,342	\$ 183,519	\$ 150,237	\$ 150,237
Part-time	\$ -	\$ -	\$ -	\$ -
Overtime	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>
Total Personnel Services	\$ 94,342	\$ 183,519	\$ 155,237	\$ 155,237

**PERSONNEL SCHEDULE**

IT Director	0.50
IT Manager	1.00
IT System Support Technician	<u>1.00</u>
Total	2.50

Total Personnel	<u>2.50</u>	Full-time 2.50 Full-time Equivalent (Part-time) 0.00
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## Information Technology Department Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 3600 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 245,850</b>	<b>\$ 219,833</b>
Salaries - Full Time	Sub Total	\$ 183,519	\$ 150,237
Full-time Employees			
IT Director (wages split with Police Department budget)		0.5	0.5
Information Technology Manager		1.0	1.0
IT System Support Technician * for 2019 raise pay to Grade 6, step 5		1.0	1.0
Total full-time employees		2.5	2.5
Overtime - system maintenance, outages, emergencies, system deployments	Sub Total	-	5,000
Employees' Benefits	Sub Total	\$ 62,331	\$ 64,596
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			
<b>Account 3621 - Uniforms</b>	<b>Total</b>	<b>\$ 300</b>	<b>\$ 750</b>
Clothing Allowance - Replace old uniforms and new employees		300	750
<b>Account 3624 - Telephone</b>	<b>Total</b>	<b>\$ 147,000</b>	<b>\$ 162,000</b>
Telephone service - for all City facilities including both local and long distance calling and mobile tablet devices (increase for new court location), Telephone System, Cellular Telephone Service, Purchase of IP Phones.		70,000	162,000
<b>NOTES:</b> Telephone Service (AT&T)- Adding the new Court Building has increased our telephone system bills. I.T. Department pays for city iPad data for various departments.			
Telephone System - VOIP & Digital telephone system that runs all city office phone, voicemail, paging, etc		38,000	
Cellular telephone service - I.T. department pays for all city issued cell phones.		34,000	
Purchase of IP phones - we are switching all city desk phones over to IP phones. We need to increase this fund to complete this project within 2 years.		5,000	

## Information Technology Department Budget: 2019

Account 3632 - Office Supplies and Software	Total	\$ 26,000	\$ 50,500
Miscellaneous Office Supplies, Software, Hardware, Appliances, Training Software, Email Compliance		1,500	25,500
PlanIT Scheduling Software For All Departments (except police)		10,000	25,000

### NOTES:

KnowBe4 - This software was very valuable in helping educate all of our employees against the constant threat of cyber attacks, we should re-implement it next year to keep up with the ever-changing threat trends.

PlanIT Scheduling software will dramatically improve our entire city's ability to accurately keep schedules, paid time off, and payroll both centralized and accessible to everyone. It will decrease the amount of time that many employees spend on entering and calculating payroll every two weeks and will give our employees greater access and control to their schedules. The police department has been using it for 2 years and has modernized all of its payroll, scheduling, timekeeping and PTO processes. The cost for the entire city is \$12,500 per year. The police department is responsible for \$4,000 of that cost. It will cost between \$7,500 and \$10,000 as a one time software engineering fee to integrate this directly into our finance software and will assist in eliminating our manual entry of hours each week.

Anti-Virus Protection - Amount of workstations has increased citywide, including the new court building. 2,800

Email Archiving - we need to upgrade our email archiving device with all the requests we've received for emails this past year during various litigations. A newer email archiver will help fulfill these requests in a more timely manner. 2,500

Barracuda Web Filter - This server appliance maintains helps us keep unwanted and malicious websites blocked from all city computers and devices. 1,200

Barracuda Spam Filter - Spam is a constant battle. We need to upgrade our spam filter to keep up with the ever changing environment. 1,200

Anti-Malware & Anti-Ransomware Software - We have had great success with implementing anti-malware and anti-ransomware tools over the past few years. We need to increase this fund to cover the new workstations. 2,800

E-Gov Website/Citizen Resource Management Support - this provides the hosting solution for our city website and the citizen interaction with various departments. 4,000

### Information Technology Department Budget: 2019

<b>Account 3633 - Materials &amp; Supplies</b>	<b>Total</b>	<b>\$</b>	<b>6,500</b>	<b>\$</b>	<b>14,500</b>
Equipment Repair			4,500		4,500
Security Camera Maintenance - Yearly maintenance and repair for security			2,000		10,000

**NOTES:**

Equipment Repair - This fund is to repair any I.T. device around the city that is out of warranty and needs replacement. Examples include: wireless communication bridges, switches, servers, workstations, printers.

Security Camera Maintenance- The I.T. department has recently taken over responsibility for all city video surveillance. We are in the process of interconnecting all systems, fixing outdated or broken cameras, consolidating and ensuring that our retention periods meet the 30 day mark set by the Secretary of the State of Missouri.

The I.T. department now must now pay for and maintain all of these cameras and their various systems (with the exception of the police department). Previously all of these costs were within other department's respective budgets.

<b>Account 3642 - Dues, Travel &amp; Training</b>	<b>Total</b>	<b>\$</b>	<b>2,200</b>	<b>\$</b>	<b>4,600</b>
Mileage			600		600
Training & Conferences			1,500		4,000

Training - a fund to send our I.T. department staff to various classes and conferences to maintain and further our knowledge of the I.T. world.

Dues - GMIS International 100

<b>Account 3650 - Professional Services</b>	<b>Total</b>	<b>\$</b>	<b>78,700</b>	<b>\$</b>	<b>81,500</b>
Internet Access and Fiber Connectivity			72,500		79,000
Consultant for regulatory purpose			5,000		2,500
Backup to Cloud (\$100 per month)			1,200		0

**NOTES:**

Internet Access - We need a secondary internet source as a backup for the mission critical internet based applications at the police department and many other departments.

Fiber Connectivity - adding another city building has increased our fiber connectivity to \$6,000 per month.

Outside Consultant - Our need has decreased with the restructuring of the I.T. dept.

Backup to Cloud - Eliminated as this service is going to be implemented as part of a new backup solution.

<b>Total Budgeted Expenditures</b>	<b>\$</b>	<b>506,550</b>	<b>\$</b>	<b>533,683</b>
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<b>Account 0361 - Capital Additions (Capital Improvement Fund)</b>	<b>Total</b>	<b>\$</b>	<b>134,700</b>
Replace computers, laptops, tablets, monitors, switches, servers, volume license software and other I.T. devices in various departments.			79,700
1055 St. Francois Renovation, Conference Room, I.T. Offices, Server Room Equip and Supplies			55,000

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**37 - HOUSING RESOURCE CENTER DEPARTMENT**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
3700-Salaries	\$ 30,892	\$ 65,881	\$ 35,000	\$ 35,000
3700-Employees' Benefits	\$ 10,074	\$ 11,921	\$ 13,278	\$ 13,278
3721-Uniforms	\$ 442	\$ 450	\$ 450	\$ 450
3732-Office Supplies & Maint.	\$ 807	\$ -	\$ 1,000	\$ 1,000
3742-Dues, Travel, Training	\$ 838	\$ -	\$ 1,000	\$ 1,000
Total	\$ 43,053	\$ 78,252	\$ 50,728	\$ 50,728

**PERSONNEL SERVICES**

Full-time	\$ 21,590	\$ 42,900	\$ 35,000	\$ 35,000
Part-time	\$ 9,303	\$ 22,981	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -
Total Personnel Services	\$ 30,892	\$ 65,881	\$ 35,000	\$ 35,000

**PERSONNEL SCHEDULE**

Administrative Assistant	0.00	
Community Development Specialist f/t*	2.00	
Volunteer Coordinator p/t	<u>0.00</u>	
Total	2.00	
		Full-time 2.00
Total Personnel	<u>2.00</u>	Full-time Equivalent (Part-time) 0.00

\*50% of the wages and benefits for the full-time Community Development Specialist are paid out of Community Development Block Grant Funds.

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## Housing Resource Center Department Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 3700 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 77,802</b>	<b>\$ 48,278</b>
Salaries - Full-Time	Sub Total	42,900	<u>35,000</u>
(2) CD Specialists			70,000
50% funded by Community Development Fund			-35,000
Full-time Employees			
CD Specialist - 50% funded by Community Development Fund		<u>1.0</u>	<u>2.0</u>
Total full-time employees		1.0	2.0
Salaries- Part-Time (moved to full time 2019 Budget)	Sub Total	22,981	-
Part-time Employees			
Community Development Specialist: 1 each x 52 weeks x 29 hours per week = 1,508 hours (50% of wage paid plus \$4,000 by Community Development Fund)		1,508	-
Volunteer Coordinator: 1 each x 1,000 hours		<u>1,000</u>	<u>-</u>
Total part-time employees		2,508	-
Benefits	Sub Total	\$ 11,921	<u>\$ 13,278</u>
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			26,555
50% funded by Community Development Fund			(13,278)
<b>Account 3721 - Uniforms</b>	<b>Total</b>	<b>\$ 450</b>	<b>\$ 450</b>
Clothing allowance for all Full-time and Part-time employees		450	450
<b>Account 3732 - Office Supplies</b>	<b>Total</b>	<b>\$ -</b>	<b>\$ 1,000</b>
Miscellaneous office supplies		0	1,000
<b>Account 3742 - Dues, Travel &amp; Training</b>	<b>Total</b>	<b>\$ -</b>	<b>\$ 1,000</b>
Mileage reimbursement		0	1,000
<b>Total Budgeted Expenditures</b>		<b>\$ 78,252</b>	<b>\$ 50,728</b>

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**38 - LEGISLATIVE DEPARTMENT**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
3800-Salaries	\$ 105,612	\$ 105,612	\$ 105,612	\$ 105,612
3800-Legislative Benefits	\$ 23,922	\$ 26,035	\$ 26,035	\$ 26,035
3842-Dues, Travel, Training	<u>\$ 25,445</u>	<u>\$ 27,000</u>	<u>\$ 27,000</u>	<u>\$ 27,000</u>
Total	\$ 154,979	\$ 158,647	\$ 158,647	\$ 158,647

**PERSONNEL SERVICES**

Full-time	\$ -	\$ -	\$ -	\$ -
Part-time	\$ 105,612	\$ 105,612	\$ 105,612	\$ 105,612
Overtime	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Personnel Services	\$ 105,612	\$ 105,612	\$ 105,612	\$ 105,612

**PERSONNEL SCHEDULE**

Councilmember's	<u>9.00</u>	
Total	9.00	Full-time 0.00
		Full-time Equivalent (Part-time) 0.00
Total Personnel	<u>9.00</u>	Elected Officials 9.00

Legislative Department Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 3800 - Salaries &amp; Benefits</b>		<b>\$ 131,647</b>	<b>\$ 131,647</b>
Salaries - Part-Time	Sub Total	\$ 105,612	\$ 105,612
Part-Time Elected Officials			
Council members		9	9
Benefits			
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability	Sub Total	\$ 26,035	\$ 26,035
<b>Account 3842 - Dues, Travel &amp; Training</b>		<b>Total \$ 27,000</b>	<b>\$ 27,000</b>
Mailings, news letters, printing, business cards, seminars, conferences, meetings, mileage, city logo jackets and shirts, and other miscellaneous items.		27,000	27,000
Citywide ward picnics		0	0

**Total Budgeted Expenditures**    \$ 158,647    \$ 158,647

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**39 - SENIOR SERVICES DEPARTMENT**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
3900-Salaries	\$ 92,299	\$ 95,881	\$ 99,000	\$ 99,000
3900-Employees' Benefits	\$ 38,337	\$ 41,910	\$ 42,000	\$ 42,000
3921-Uniforms	\$ -	\$ 100	\$ 100	\$ 100
3926-Utilities	\$ 4,240	\$ 6,600	\$ 6,600	\$ 6,600
3929-Bldg., Maint. & Supply	\$ 5,968	\$ 6,700	\$ 10,200	\$ 10,200
3932-Office Supplies & Maint.	\$ 889	\$ 1,600	\$ 1,600	\$ 1,600
3942-Dues, Travel & Training	\$ 227	\$ 500	\$ 1,000	\$ 1,000
3950-Professional Services	\$ 11,109	\$ 19,900	\$ 19,900	\$ 29,900
3951-Senior Citizen Lunches	\$ 15,571	\$ 36,960	\$ 14,280	\$ 14,280
3954-Publicity	<u>\$ 1,000</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>
Total	\$ 169,641	\$ 211,651	\$ 196,180	\$ 206,180

**PERSONNEL SERVICES**

Full-time	\$ 78,147	\$ 79,085	\$ 82,000	\$ 82,000
Part-time	\$ 14,152	\$ 16,796	\$ 17,000	\$ 17,000
Overtime	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Personnel Services	\$ 92,299	\$ 95,881	\$ 99,000	\$ 99,000

**PERSONNEL SCHEDULE**

Senior Citizen Coordinator	1.00	<u>Dining Center</u>	
Clerk Typist	<u>1.00</u>	Support Staff p/t	0.68
Total	2.00	Custodian p/t	<u>0.15</u>
		Total	0.83
		Full-time	2.00
Total Personnel	<u><u>2.83</u></u>	Full-time Equivalent (Part-time)	0.83

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## **2019 Proposal for the Senior Citizen Department**

In 2019, I recommend operating the lunch program at the Dining Center only one day a week to accommodate our regular diners and starting all new programming focusing on Health, Wellness & Fitness on the other 4 days a week. I recommend to install new flooring and the interior to be painted, both of which are badly needed. In order to successfully carry out all the new programming, I recommend moving the Senior Office from City Hall to the Dining Center to provide employee coverage throughout the day. The flooring will be funded through the Public Works Capital Improvement Fund and the painting and decorating will be funded through the Senior Office Building & Maintenance Acct.

## **Senior Citizen Office Explanation of Funding 2019**

**City of Florissant Accounts:** These eight accounts are listed and their functions are described in the City of Florissant Budget. Operation of the Dining Center, Uniforms, Office Supplies, Trips & Tours & Publicity are all funded out of these accounts.

**Senior Commission Advisory Account:** The Senior Commission Account funds five parties and four dances along with the Mayor's Town Hall Meeting and Resource Fair. The Senior Coordinator is the Secretary for this Commission and is a signatory on the Senior Commission Account. All of these events are planned and carried out by the Senior Office with the help of the Senior Commission.

**Silver Words Account:** The Silver Words Club is a Club for Widow/Widowers and Single Seniors. The Senior Coordinator attends and conducts all monthly meetings as well as plans all activities - six trips and entertainment for the meetings. The Silver Words Club has a separate Trust & Agency Account with the City of Florissant (not included in the budget) and the Senior Coordinator conducts all banking transactions. .

### **Note:**

**Acct 3950, Professional Services:** All funds used in this account to pay for Senior Citizen Trips & Tours are reimbursed in acct 01-4-34810 when the Senior Citizen purchases a ticket for the trip/tour.

**Acct 3951, Senior Citizen Lunches:** All funds used in this account for Senior Citizen Lunches are reimbursed in account #3480 when the Senior Citizen purchases their lunch.

**Donations:** The Senior Office solicits donations and attendance prizes from local businesses to help defray the cost of some of Senior Citizen Events.

# Senior Services Department Proposed Budget: 2019

2018

2019

<b>Account 3900 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>137,791</b>	<b>141,000</b>
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Salaries - Full-Time	Sub Total	\$ 79,085	\$ 82,000
Full-time Employees			
Senior Citizen Coordinator		1	1
Clerk Typist		1	1
Total full-time employees		2	2

Salaries Part-Time	Sub Total	\$ 16,796	\$ 17,000
Part-time Employees			
Part-Time Senior Office Support 2 x 12.5 hrs/week x 52 weeks		1,300	1,300
Part-Time Senior Office Support: trips, 2 x 10 trips x 6 hours per trip		120	120
Custodian: 1 x 6 hrs/week x 52 weeks		312	312
Total part-time hours		1,732	1,732

Benefits	Sub Total	\$ 41,910	\$ 42,000
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			

<b>Account 3921 - Uniforms</b>	<b>Total</b>	<b>\$ 100</b>	<b>\$ 100</b>
Uniform shirts for Dining Center Employees		100	100

<b>Account 3926 - Utilities</b>	<b>Total</b>	<b>\$ 6,600</b>	<b>\$ 6,600</b>
Sewer		900	900
Ameren		2,400	2,400
Water		260	260
Laclede Gas		2,500	2,500
Trash		540	540

<b>Account 3929 - Building, Maintenance &amp; Supplies</b>	<b>Total</b>	<b>\$ 6,700</b>	<b>\$ 10,200</b>
Pest Control (\$600) & Termite Protections (\$100) at Dining Center		700	700
Regular Maintenance - Dining Center		1,000	1,000
Janitorial Supplies for Dining Center - cleaning supplies, batteries, air freshener refills, trash bags, light bulbs, etc.		500	500
Catering Supplies - Serving utensils, plates, trays, napkins, etc.		2,300	1,300
Food Purchases for Dining Center - birthday cakes, tea, coffee, lemon juice, sugar, creamer, etc.		750	750
Serving Equipment for Dining Center - tea dispenser, coffee pot, sterno, serving cart, microwave.		300	
New serving equipment for Dining Center			400
Mat cleaning for lobby and kitchen		550	550
2 rugs for dining center			500
Interior paint for dining center			1,000
Decorations and Entertainment for Dining Center		600	
New décor for dining center - valances, wall décor, etc.			3,000
Vacuum			500

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## Senior Services Department Proposed Budget: 2019

<b>Account 3932 - Office Supplies &amp; Maintenance</b>	<b>Total</b>	<b>\$ 1,600</b>	<b>\$ 1,600</b>
Office Supplies, film development, and computer supplies		1,000	1,000
North County Gala Expenses		100	100
Paper supplies - New Years Eve brochures, tickets, special paper for events, flyers for parties, dances, etc.		500	500

<b>Account 3942 - Dues, Travel, Training</b>	<b>Total</b>	<b>\$ 500</b>	<b>\$ 1,000</b>
Mileage - in town		500	500
Computer Application Training			500

<b>Account 3950 - Professional Services</b>	<b>Total</b>	<b>\$ 19,900</b>	<b>\$ 29,900</b>
Speakers & Program Expenses		800	800
Trips & Tours		18,850	18,850
Bus Rental for Senior Trips		0	10,000
Appreciation lunch for volunteer Tax Preparers		250	250

<b>Account 3951 - Senior Citizen Lunches</b>	<b>Total</b>	<b>\$ 36,960</b>	<b>\$ 14,280</b>
Based on 3 days weekly in December catered by local restaurants @ \$7.00 each. 12 days with 30 guests = \$2,520		36,960	2,520
Dining Center Operation 1 day wk (35 guests @ \$7.00 for 48 wks = \$12,740) starting in Feb 2019 after remodel			11,760

<b>Account 3954 - Publicity</b>	<b>Total</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>
Senior citizen events and activities to be printed in the City of Florissant Parks and Recreation Guide			

<b>Total Budgeted Expenditures</b>	<b>\$ 211,651</b>	<b>\$ 206,180</b>
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<b>Account 03-6139 - Capital Additions (Capital Improvement Fund)</b>	<b>Total</b>	<b>0</b>	<b>63,500</b>
Remodel of facilities including vinyl flooring, 6 computer stations, cubicles, projector, tables, chairs, and office furniture.			

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**40 - ADMINISTRATIVE DEPARTMENT**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
4000-Salaries	\$ 1,022,539	\$ 1,286,321	\$ 999,417	\$ 978,350
4000-Employees' Benefits	\$ 390,114	\$ 425,693	\$ 386,527	\$ 494,115
4014-Residency Incentive (included in Employee Ben	\$ 106,200	\$ 102,000	\$ 102,000	\$ -
4015-Unemployment Claim Reserve	\$ 4,812	\$ 13,500	\$ 13,500	\$ 13,500
4021-Uniforms		\$ 100	\$ -	\$ -
4023-Postage & Printing	\$ 47,350	\$ 59,000	\$ 63,500	\$ 58,500
4031-Supplies - City Functions	\$ (407)	\$ 1,500	\$ 2,000	\$ 2,000
4032-Office Supplies & Maint.	\$ 38,683	\$ 44,500	\$ 51,870	\$ 50,870
4033-Copy Equip. Rental & Supplies	\$ 53,056	\$ 42,660	\$ 44,000	\$ 44,000
4041-Mayor's Expense	\$ 9,494	\$ 7,500	\$ 10,000	\$ 10,000
4042-Travel & Training	\$ 7,512	\$ 9,720	\$ 13,500	\$ 14,500
4050-Professional Services	\$ 1,178,969	\$ 321,668	\$ 322,296	\$ 322,296
4053-Legal Notices & Advertising	\$ 2,813	\$ 9,000	\$ 9,000	\$ 9,000
4054-Service Awards	\$ 2,950	\$ 4,000	\$ 12,000	\$ 12,000
4055-Insurance, Fire & Liability	\$ 857,295	\$ 893,300	\$ 1,058,597	\$ 1,173,988
4056-Organization Dues	\$ 24,024	\$ 24,270	\$ 25,215	\$ 25,215
4058-Boards & Commissions	\$ 95	\$ 1,800	\$ 1,500	\$ 1,500
4059-Election Expense	\$ 8,887	\$ 12,000	\$ 30,000	\$ 30,000
Total	\$ 3,754,388	\$ 3,258,532	\$ 3,144,922	\$ 3,239,834

**PERSONNEL SERVICES**

Full-time	\$ 1,001,858	\$ 1,218,185	\$ 932,228	\$ 932,228
Part-time	\$ 18,587	\$ 66,469	\$ 65,189	\$ 44,122
Overtime	\$ 2,094	\$ 1,667	\$ 2,000	\$ 2,000
Total Personnel Services	\$ 1,022,539	\$ 1,286,321	\$ 999,417	\$ 978,350

**PERSONNEL SCHEDULE**

<u>Office of the Mayor</u>		<u>Office of the City Clerk</u>	
Mayor	1.00	City Clerk/Legislative Assistant	1.00
Executive Assistant to the Mayor	1.00	Deputy City Clerk	1.00
Total	2.00	Receptionist	1.00
<u>Finance Department</u>		Mailroom/Printing Clerk	
Director of Finance	1.00	Duplicating Equipment Operator p/t	0.73
Assistant Director of Finance	1.00	Document Scanning Intern p/t	0.38
Accounting Clerk	5.00	Total	5.11
Accounting Clerk p/t	0.73	<u>Economic Development Department</u>	
Total	7.73	Economic Dev. Coordinator p/t	0.40
<u>Human Resources</u>		<u>Community Development Office</u>	
Director of Human Resources	1.00	Comm. Dev. Coordinator	1.00
Human Resource Specialist	1.00		
Total	2.00		
		Full-time 15.00	
		Full-time Equivalent (Part-time) 2.23	
Total Personnel		Full-time Elected Official 1.00	

# Administration Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 4000 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 1,712,014</b>	<b>\$ 1,472,465</b>
Salaries - Full-Time	Sub Total	\$ 1,218,185	\$ 932,228
Full-time Employees			
Mayor		1	1
Executive Assistant to the Mayor		1	1
Director of Finance		1	1
Assistant Director of Finance		1	1
Accounting Clerk		4	5
Cashier (position is accounts receivable clerk)		1	0
Director of Human Resources		1	1
Human Resource Specialist - additional position		1	1
Community Development Coordinator		1	1
City Clerk/Legislative Assistant		1	1
Deputy City Clerk		1	1
Receptionist		1	1
Mailroom/Printing Clerk		1	1
Total full-time employees		16	16
Salaries - Part-Time	Sub Total	\$ 66,469	\$ 44,122
Part-time Employees			
Duplicating Equipment Operator: 1 ea x 52 wks x 20 hrs/wk		1,040	1,040
Economic Development Coordinator: 1 ea x 52 wks x 16 hrs/wk		1,508	832
Intern for Document Scanning: 1 ea x 30 wks x 20 hrs/wk plus 200 hours		800	800
Accounting Clerk: 1 ea x 52 wks x 29 hrs/wk		0	0
Total part-time hours		3,348	2,672
Overtime: Audit, Month and Year End Reports, Other	Sub Total	\$ 1,667	\$ 2,000
Employees' Benefits	Sub Total	\$ 425,693	\$ 494,115
FICA, Pension, Medical, Dental, Life Insurance, Long-term disability		413,693	366,444
RIP Insurance		12,000	18,472
Residency Incentive Program		102,000	109,200
(Program to reward city employees for choosing to live in the City of Florissant: 91 employees x \$100 mo. x 12 mos)			

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## Administration Budget: 2019

<b>Account 4015 - Unemployment Claim Reserve</b>	<b>Total \$</b>	<b>13,500</b>	<b>\$</b>	<b>13,500</b>
1993 state law requires the city to pay all unemployment claims regardless of fault. 2014 \$5,046, 2015 \$11,278, 2016 \$21,814, 2017 \$1,170 for 2 quarters				
<b>Account 4021 - Uniforms</b>	<b>Total \$</b>	<b>100</b>	<b>\$</b>	<b>-</b>
City logo shirts for Human Resources department		100		0
<b>Account 4023 - Postage &amp; Printing</b>	<b>Total \$</b>	<b>59,000</b>	<b>\$</b>	<b>58,500</b>
Lease contract on postage machine and scale (\$250/mo x 12 months)		3,000		3,000
Supplies for Postage Machine		1,000		1,000
Fees for Bulk Rate Permit #65		24,500		24,500
Forms and supplies, postage supplies, ink cartridges		1,500		1,500
City Calendar postage		3,500		3,500
Postage		20,500		25,000
Resident Survey		5,000		0
<b>Account 4031 - Supplies - City Functions</b>	<b>Total \$</b>	<b>1,500</b>	<b>\$</b>	<b>2,000</b>
Materials and supplies for various ceremonies and receptions (flag retiring, etc.)		500		500
Miscellaneous: frames, safe repair, food, safe deposit box, Sam's Club membership, photos, pins, etc.		1,000		1,500
<b>Account 4032 - Office Supplies &amp; Maintenance</b>	<b>Total \$</b>	<b>44,500</b>	<b>\$</b>	<b>50,870</b>
Finance (01): misc. office supplies, envelopes, letterhead, envelopes, receipt forms, office chairs, toner		7,500		9,000
Software support for accounting software		29,000		29,870
City Clerk (02): Office supplies (includes microfilm)		6,000		10,000
Software support for aXs document management software		1,000		1,000
Human Resources (03): Office Supplies		1,000		1,000
Economic Development (04): office supplies, demographics package		0		0
<b>Account 4033 - Copy Equipment &amp; Supplies</b>	<b>Total \$</b>	<b>42,660</b>	<b>\$</b>	<b>44,000</b>
Monthly Copier Rental/Maintenance: includes Public Works, Administration, Government Building, Print Room, Housing, and the Park Department.		38,880		40,000
Paper Supplies		3,780		4,000
<b>Account 4041 - Mayor's Expense</b>	<b>Total \$</b>	<b>7,500</b>	<b>\$</b>	<b>10,000</b>
Discretionary in town expenses, Rotary, auto, travel, and misc.				
<b>Account 4042 - Travel &amp; Training</b>	<b>Total \$</b>	<b>9,720</b>	<b>\$</b>	<b>14,500</b>
In town expenses and out of town travel for Department Heads and staff				
Director of Finance and Purchasing (11): \$3,150 in and out of town expenses, \$2,000 Certified Public Finance Officer Certification for Director, \$1,500 various professional development for department)		3,150		6,650
Director of Human Resources (12)		2,070		2,000
City Clerk (13)		3,150		4,500
Economic Development Director (14)		1,350		1,350

## Administration Budget: 2019

<b>Account 4050 - Professional Services</b>	<b>Total</b>	<b>\$ 321,668</b>	<b>\$ 322,296</b>
Audit - \$18,600 annual audit, \$5,000 GASB 45 & 75 OPEB (01)	23,600		24,308
City Attorney (01)	214,000		220,420
Annual maintenance fee for the city codebook (01)	2,500		2,500
Miscellaneous professional services (01)	9,000		4,000
Flexible Spending Account - exposure for un-reimbursed medical (01)	3,000		3,000
Flexible spending account fees (01)	7,700		7,700
Historic book restoration - restoring old minute and ordinance books (01)	2,500		2,500
Liquor license record checks - \$11 x 20 (01)	220		220
Legislative consulting services - Missouri legislature (01)	20,004		20,000
Employee service, recognition and cost saving suggestion awards (01)	0		0
Public Relations consultant (01)	0		0
Liens: File and release liens and easements with St. Louis County (01)	144		148
Bank Fees (02)	5,000		6,500
Human Resources: \$2,000 drug & alcohol testing, \$5,000 new employment physicals, drug, psychological and written testing, \$500 hepatitis vaccinations, \$500 employee seminars and training, \$1,500 employee record checks, \$500 health and wellness (05)	10,000		10,000
Advertising (062)	24,000		21,000
<b>Account 4053 - Legal Notices and Advertising</b>	<b>Total</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>
City Clerk - public hearing ads (50 ads at \$30 each)	1,000		1,000
Purchasing - bid ads (75 ads at \$20 each)	1,000		1,000
Human Resources - help wanted ads for full and part-time positions. Includes annual Applicant Pro, a tool to provide for on-line applications.	7,000		7,000
<b>Account 4054 - Service Awards</b>	<b>Total</b>	<b>\$ 4,000</b>	<b>\$ 12,000</b>
Boards & Commissions Appreciation Dinner, employee service awards and employee appreciation event			
<b>Account 4055 - Insurance, Fire, &amp; Liability</b>	<b>Total</b>	<b>\$ 893,300</b>	<b>\$ 1,173,988</b>
General liability, property, inland marine, crime, liquor, employee benefits, law enforcement, employment practices, public entity management, public entity employment related practices, and automobile	400,000		
General liability, umbrella, liquor, employee benefits, employment practices, public entity management, public entity employment related practices.			99,023
Law Enforcement Liability			62,410
Automobile			194,917
Property, crime, inland marine			130,802
Excess earthquake liability	13,000		13,000
Deductible - general liability coverage	54,500		72,771
Workers Compensation Insurance	400,000		575,000
Flood Insurance	3,800		4,066
Accident & Sickness Policy	1,000		1,000
Pollution Liability - fuel storage tanks	12,000		12,000
Public Officials Liability Bond: Mayor, Director of Finance, City Clerk	1,000		1,000
Cyber Liability	8,000		8,000

## Administration Budget: 2019

<b>Account 4056 - Organization Dues</b>	<b>Total</b>	<b>\$</b>	<b>24,270</b>	<b>\$</b>	<b>25,215</b>
<u>General</u>	Sub Total		21,800		22,570
North County, Inc. (2% automatic increase every year)			8,500		8,670
Florissant Old Town Partners			50		50
Greater North County Chamber of Commerce			350		350
Missouri Municipal League			5,700		6,000
Municipal League of Metro St. Louis			7,200		7,500
National League of Cities (\$4,500)			0		0
<u>Mayor Thomas P. Schneider</u>	Sub Total		350		350
Metro Mayors of St. Louis			350		350
Engineers Club of St. Louis			0		0
United States Conference of Mayors (\$5,300)			0		0
<u>Kimberlee Johnson: Director of Finance, Purchasing &amp; Risk Mgmt.</u>	Sub Total		885		935
Association of Public Treasurers of the US & Canada (\$230)			0		0
Government Finance Officers Association of the US & Canada (\$595)			0		0
Association for Financial Professionals			450		450
Missouri Association of Public Employee Retirement Systems (MAPERS)			100		100
Government Finance Officers Association of Missouri (GFOA of Missouri)			100		150
Florissant Valley Kiwanis			110		110
Missouri Notary Public Commission			125		125
<u>Sonya Brooks-White: Director of Personnel</u>	Sub Total		445		445
International Public Management Association for Human Resources (IPMA-HR)			0		0
IPMA-HR Greater St. Louis Chapter			145		145
Human Resource Management Association			300		300
<u>Karen Goodwin: City Clerk</u>	Sub Total		490		615
International Institute of Municipal Clerks			300		300
Missouri City Clerks & Finance Officers Association			65		65
Municipal Clerks & Finance Officers of Missouri Eastern Chapter			35		35
National Association of Parliamentarians			90		90
Missouri Notary Public Commission (Expires 2022)			0		125
<u>Bob Russell: Director of Economic Development</u>	Sub Total		300		300
International Council of Shopping Centers			100		100
Missouri Economic Development Council			200		200
<b>Account 4058 - Boards &amp; Commissions</b>	<b>Total</b>	<b>\$</b>	<b>1,800</b>	<b>\$</b>	<b>1,500</b>
Travel & expenses for boards and commissions, name plates			800		500
Subscriptions and publications			500		500
Planning & Zoning in-town training			500		500
<b>Account 4059 - Election Expense</b>	<b>Total</b>	<b>\$</b>	<b>12,000</b>	<b>\$</b>	<b>30,000</b>
City Council odd ward elections scheduled for 2018			12,000		30,000

**Total Budgeted Expenditures \$ 3,258,532 \$ 3,239,834**

<b>Account 03-6140 - Capital Additions (Capital Improvement Fund)</b>	<b>Total</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>14,000</b>
Desk for Assistant Director and task chairs for admin personnel					2,000
Output Processor module to facilitate document distribution and access					12,000

City of Florissant Operating Budget  
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**41 - MUNICIPAL COURT DEPARTMENT**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
4100-Salaries	\$ 481,501	\$ 342,458	\$ 404,579	\$ 404,579
4100-Employees' Benefits	\$ 129,582	\$ 125,481	\$ 148,350	\$ 148,350
4132-Office Supplies & Maint.	\$ 8,258	\$ 10,300	\$ 9,950	\$ 9,950
4142-Dues, Travel, Training	\$ 3,018	\$ 4,250	\$ 4,250	\$ 4,250
4150-Professional Service	<u>\$ 24,822</u>	<u>\$ 51,500</u>	<u>\$ 51,700</u>	<u>\$ 51,700</u>
Total	\$ 647,180	\$ 533,989	\$ 618,829	\$ 618,829

**PERSONNEL SERVICES**

Full-time	\$ 239,493	\$ 259,680	\$ 300,000	\$ 300,000
Part-time	\$ 242,008	\$ 82,778	\$ 104,579	\$ 104,579
Overtime	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Personnel Services	\$ 481,501	\$ 342,458	\$ 404,579	\$ 404,579

**PERSONNEL SCHEDULE**

<u>Municipal Court</u>		<u>Elected Positions</u>	
Court Clerk	1.00	Judge	1.00
Assistant Court Clerk - Court	5.00	<u>Appointed Positions</u>	
Assistant Court Clerk - Court P/T	1.45	Provisional Judge	
Custodian	<u>1.00</u>	Public Defender	
Total	8.45		Full-time 7.00
			Full-time Equivalent (Part-time) 1.45
Total Personnel	<u>8.45</u>		Elected Officials 1.00

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# Municipal Court Budget Request: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 4100 - Salaries &amp; Benefits</b>		<b>\$ 467,939</b>	<b>\$ 552,929</b>
Salaries - Full-Time	Sub Total	259,680	300,000
Full-Time Employees			
Court Clerk		1	1
Assistant Court Clerks		4	5
Custodian		0	1
	Total full-time employees	5	7
Salaries - Part-Time	Sub Total	11,278	\$ 37,579
Part-Time Employees			
Assistant Court Clerks (2 @ 29 hr per wk)	Total Hrs	3,016	3,016
Elected Judge Boyle	Sub Total	55,000	\$ 55,000
Provisional Judge Linhares (3 dockets per mo.) Jan 2 dockets per month	Sub Total	16,500	\$ 12,000
Employees' Benefits	Sub Total	125,481	148,350
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability		116,873	139,743
FICA & Pension Judge Boyle		8,608	8,608
<b>Account 4132 - Office Supplies and Maintenance</b>	<b>Total</b>	<b>\$ 10,300</b>	<b>\$ 9,950</b>
Printing			2,000
Office Supplies			6,000
Office Machine Maintenance			300
File Cabinets			1,100
Office Chairs			550
<b>Account 4142 - Dues, Travel and Training</b>	<b>Total</b>	<b>\$ 4,250</b>	<b>\$ 4,250</b>
Judges			2,000
Court Clerk			2,250
<b>Account 4150 - Professional Services</b>	<b>Total</b>	<b>\$ 51,500</b>	<b>\$ 51,700</b>
Maintenance Support/Communications, Network Access Fees			3,200
Shared Server Lic/Interface/Software Maintenance			40,000
Records Destruction (Govt Bldg & City Hall)			1,100
Bank Fees (On-Line Pymt Prog \$200 mo.			2,400
Court Ordered Test & Expenses			1,000
Interpreters (Hearing/Language)			1,000
Mental Health Court Contract			3,000
<b>Total Budgeted Expenditures</b>		<b>\$ 533,989</b>	<b>\$ 618,829</b>

City of Florissant Operating Budget  
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**35 - PROSECUTING ATTORNEY DEPARTMENT**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
3500-Salaries	\$ -	\$ 66,247	\$ 75,000	\$ 75,000
3500-Employees' Benefits	\$ -	\$ 25,893	\$ 24,418	\$ 24,418
3514-Contract Services	\$ -	\$ 144,756	\$ 149,350	\$ 177,133
3532-Office Supplies & Maint.	\$ -	\$ 2,700	\$ 2,000	\$ 2,000
3542-Dues, Travel, Training	\$ -	\$ 2,500	\$ 3,500	\$ 3,500
3550-Professional Services	\$ -	\$ -	\$ 500	\$ 5,500
Total	\$ -	\$ 242,096	\$ 254,768	\$ 287,551

**PERSONNEL SERVICES**

Full-time	\$ -	\$ 41,247	\$ 45,000	\$ 45,000
Part-time	\$ -	\$ 119,756	\$ 30,000	\$ 30,000
Overtime	\$ -	\$ -	\$ -	\$ -
Total Personnel Services	\$ -	\$ 161,003	\$ 75,000	\$ 75,000

**PERSONNEL SCHEDULE**

Municipal Court

Appointed Positions

Prosecuting Attorney Clerk	1.00	Prosecuting Attorney - p/t
Total	1.00	Assistant Prosecuting Attorney

Total Personnel	<u>1.00</u>	Full-time Equivalent (Part-time) 0.00
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## Prosecuting Attorney Budget Request: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 3500 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 92,140</b>	<b>\$ 99,418</b>
Salaries - Full-Time	Sub Total	\$ 46,247	\$ 45,000
Full-time Employees			
Prosecuting Attorney Clerk		1	1
	Total full-time employees	1	1
Salaries - Part-Time	Sub Total	\$ 20,000	\$ 30,000
Assistant Prosecuting Attorney - Gueck			
Employees' Benefits	Sub Total	\$ 25,893	\$ 24,418
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			
<b>Account 3514 - Contract Services</b>	<b>Total</b>	<b>\$ 144,756</b>	<b>\$ 177,133</b>
Prosecuting Attorney - Marler			
Assistant Prosecuting Attorney - Dorsey			
Additional Dockets to be added November 2018			
<b>Account 3532 - Office Supplies and Maintenance</b>	<b>Total</b>	<b>\$ 2,700</b>	<b>\$ 2,000</b>
Printing \$500			
General Office Supplies \$1,500			
<b>Account 3542 - Dues, Travel and Training</b>	<b>Total</b>	<b>\$ 2,500</b>	<b>\$ 3,500</b>
Court Clerk \$1,000			
Prosecutors \$2,500			
<b>Account 3550 - Professional Services</b>	<b>Total</b>	<b>\$ -</b>	<b>\$ 5,500</b>
Interface Software Maintenance (VPN,REJIS,IMDS) \$500			
Show Me Courts platform transition \$5,000			
<b>Total Budgeted Expenditures</b>		<b>\$ 242,096</b>	<b>\$ 287,551</b>

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**42 - HEALTH DEPARTMENT**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
4200-Salaries	\$ 478,585	\$ 544,854	\$ 594,000	\$ 594,000
4200-Employees' Benefits	\$ 156,166	\$ 191,215	\$ 211,500	\$ 211,500
4221-Uniforms & Allowance	\$ 3,542	\$ 1,800	\$ 3,900	\$ 3,900
4226-Utilities	\$ 9,400	\$ 12,000	\$ 12,000	\$ 12,000
4227-Gasoline & Oil	\$ 30,593	\$ 40,000	\$ 55,000	\$ 55,000
4229-Building & Equip.	\$ 18,507	\$ 22,000	\$ 32,000	\$ 32,000
4232-Office Supplies & Maint.	\$ 6,312	\$ 7,000	\$ 8,000	\$ 8,000
4233-Materials & Supplies	\$ 28,498	\$ 36,000	\$ 40,000	\$ 40,000
4242-Dues, Travel, Training	\$ 1,701	\$ 2,500	\$ 2,500	\$ 2,500
4250-Professional Service	<u>\$ 13,939</u>	<u>\$ 37,000</u>	<u>\$ 40,000</u>	<u>\$ 40,000</u>
<b>Total</b>	\$ 747,241	\$ 894,369	\$ 998,900	\$ 998,900

**PERSONNEL SERVICES**

Full-time	\$ 335,347	\$ 339,874	\$ 408,000	\$ 408,000
Part-time	\$ 128,761	\$ 191,980	\$ 161,000	\$ 161,000
Overtime	<u>\$ 14,478</u>	<u>\$ 13,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>
Total Personnel Services	\$ 478,585	\$ 544,854	\$ 594,000	\$ 594,000

**PERSONNEL SCHEDULE**

<u>Health Department</u>		<u>Transportation</u>	
Class "A" Foreman	1.00	FLERT Bus Driver	2.00
Class "A" Person	1.00	FLERT Bus Drivers p/t	0.85
Class "B" Person	1.00	Senior Citizen Bus Drivers p/t	<u>1.52</u>
Class "C" Person	4.00	Total	4.37
Clerk Typist	2.00		
Kennelman p/t	2.90		
Summer Laborers p/t	<u>2.46</u>		
Total	14.36		
		Full-time 11.00	
Total Personnel	<u>18.73</u>	Full-time Equivalent (Part-time) 7.73	

## Health Department Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 4200 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 736,069</b>	<b>\$ 805,500</b>
Salaries - Full Time	Sub	\$ 339,874	\$ 408,000
Full-time employees			
Class "A" Foreman		1	1
Class "A" Person		1	1
Class "B" Person		1	1
Class "C" Person (2 additional)		2	4
Clerk Typist		2	2
FLERT Bus Driver		2	2
Total full-time employees		9	11

Salaries Overtime: Sub \$ 13,000 \$ 25,000

Court appearances, emergency Police call-outs, fire damaged structures, mosquito control and fogging, dog bite cases, storm damage events, foreclosures (clean-up junk at curb), Valley of Flowers, Fall Festival, Electronic Recycling Event, Document Shredding Event, EQC Commission, Peak season grass cutting, Maintenance of kennels and lawn equipment (blade sharpening, oil changes, etc.) etc.

Salaries - Part-Time	Sub	\$ 191,980	\$ 161,000
Part-Time Hours			
4 ea. Part-time Kennelmen: 52 weeks @ 29 hrs/week		6,032	6,032
1 ea. Part-time Summer Help: 32 weeks @ 40 hrs/week		5,120	5,120
Sub-total Kennelmen and Summer Help hours		11,152	11,152
Flert Bus Drivers			
1 ea. Part-time Bus Driver: 52 weeks @ 20 hrs/week		1,040	1,040
Weekend (Sat. & Sun.) 1 ea. @ 2 days @ 7 hrs/day x 52 weeks		728	728
Sub-total Flert Bus Driver Hours		1,768	1,768
Senior Citizen Bus Drivers			
Summer programs/ parades /misc trips: 1 man x 6 hrs. x8 weeks = 48		36	48
Fish Program: 1 man x 2 hrs. x 7 weeks = 14 MH's		14	14
Club Meetings (Mon & Wed): 2 days x 2 men x 4 hrs x 52 weeks		832	832
Sunday Church Services: 1 man x 4 hrs x 50 weeks		200	200
Trips: 2 men x 146 trips x 7 hrs.		2,044	2,044
Valley of Flowers: 2 men x 1 days x 7 hrs.		14	14
Sub-total Senior Citizen Bus Driver Hours		3,140	3,152
Total Part-time hours		16,060	16,072

Employees' Benefits Sub \$ 191,215 \$ 211,500  
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability

<b>Account 4221 - Uniform &amp; Safety Shoes</b>	<b>Total</b>	<b>\$ 1,800</b>	<b>\$ 3,900</b>
Clothing allowance for all FT and PT employees ...		1,350	3,000
T-shirts for full-time, part-time and seasonal field employees		450	900

## Health Department Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 4226 – Utilities</b>	<b>Total</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>
Electric, gas, water, sewer, trash collection, phone, cable TV ...			
<b>Account 4227 – Health/Buses Gasoline</b>	<b>Total</b>	<b>\$ 40,000</b>	<b>\$ 55,000</b>
Fuel for pickup trucks, vehicle ULV's, foggers, hand fogger, lawn mowers, walk-behinds, weed eaters, and other related equipment			
Oil for pickups, ULV's, Grizzly foggers, mowers and weed eaters			
Bus-1, Bus-2, Bus-3, Bus-4, and ADA Van-1			
Gasoline, tires, fluids, lubricants, maintenance, parts, supplies, etc.			
<b>Account 4229 – Building Maintenance &amp; Supplies</b>	<b>Total</b>	<b>\$ 22,000</b>	<b>\$ 32,000</b>
Radio repairs and maintenance for base, mobile and walkie/talkie units			
ULV's repairs and maintenance for motors and blowers, as needed			
Weed Eaters: parts for repairs			
Dog, cat, raccoon and possum traps and cages as needed			
Related small equipment repairs (hoses, tubing, tune-up kits, etc.)			
Building maint., repairs, supplies and materials including paint, solvents, janitorial supplies			
4 each Weed Eaters , 2 Handheld Blowers, Backpack blower			
Maintenance of Large lawn equipment			
<b>Account 4232 – Office Supplies / Printing</b>		<b>\$ 7,000</b>	<b>\$ 8,000</b>
Printing, office supplies, forms, typewriter and adding machine, cameras, computers, iPads, printers and copy machine maintenance, operating supplies and maintenance, ink cartridges ...			
<b>Account 4233 – Materials &amp; Supplies</b>	<b>Total</b>	<b>\$ 36,000</b>	<b>\$ 40,000</b>
Anvil for ULV's mosquito fogging, flushing solvent for cleaning			
ULV's, Altoside or Aqua/Bac briquettes to treat stagnate water for mosquito control			
Round-Up #5 for weed control. Pine-O-Lene disinfectant for kennel area.			
Liqui-zyme Odor Eliminator, Bacterial/Enzyme Action			
Rompum, Ketaset & Meticorton chemical used in animal control			
Dog & cat food ... and supplies ...Rodent cakes for baiting residential and commercial properties, creeks and sewers ...Insecticide chemicals for roach's, wasps, bees, spiders, etc.			
<b>Account 4242 – Dues/Travel/Training</b>	<b>Total</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
Flyers, publications and office training manuals			
Pesticide license renewals and animal control training certification			
Mileage, trip lunches, seminars, etc.			
<b>Account 4250 – Professional Services</b>	<b>Total</b>	<b>\$ 37,000</b>	<b>\$ 40,000</b>
Rat/rodent control in creeks and resident rodent control by contractor			
Veterinarian treatment of injured animals,possible court cases and rabies shots for adoptions			
Trash/debris/junk removal, eviction cleanup, tree/brush/vegetation removal, grass/weed cutting			
Educational handouts and promotions for Recycling			
Animal Disposal through St. Louis County			
Electronic Recycling (spring) and Shredding (spring) Events			
<b>Total Budgeted Expenditures</b>		<b>\$ 894,369</b>	<b>\$ 998,900</b>

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**43 - RECREATION DEPARTMENT-THEATRE**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
4300-Salaries	\$ 145,830	\$ 151,760	\$ 157,000	\$ 155,000
4300-Employees' Benefits	\$ 50,141	\$ 65,720	\$ 72,292	\$ 72,292
4321-Uniforms & Allowance	\$ 88	\$ 250	\$ 250	\$ 250
4329-Bldg. Maint. & Supplies	\$ 4,278	\$ 7,700	\$ 7,700	\$ 7,700
4332-Office Supplies & Maint.	\$ 11,983	\$ 12,640	\$ 14,140	\$ 14,140
4342-Dues, Travel, Training	\$ 3,029	\$ 3,800	\$ 3,800	\$ 3,800
4350-Professional Services	\$ 4,022	\$ 6,000	\$ 6,000	\$ 6,000
4352-Theater Workshop	\$ 165,305	\$ 176,995	\$ 181,329	\$ 181,329
4354-Publicity	<u>\$ 11,456</u>	<u>\$ 12,850</u>	<u>\$ 12,850</u>	<u>\$ 12,850</u>
Total	\$ 396,132	\$ 437,715	\$ 455,361	\$ 453,361

**PERSONNEL SERVICES**

Full-time	\$ 137,991	\$ 137,117	\$ 142,000	\$ 140,000
Part-time	\$ 10,839	\$ 14,643	\$ 15,000	\$ 15,000
Overtime	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Personnel Services	\$ 148,830	\$ 151,760	\$ 157,000	\$ 155,000

**PERSONNEL SCHEDULE**

Theater Manager	1.00
Assistant Theater Manager	1.00
Administrative Assistant	1.00
Clerk Typist p/t	<u>0.73</u>
Total	3.73

		Full-time 3.00
Total Personnel	<u>3.73</u>	Full-time Equivalent (Part-time) 0.73

# FCC Theatre Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 4300 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 217,480</b>	<b>\$ 227,292</b>
Salaries - Full-Time	Sub Total	137,117	140,000
Full-time Employees			
Theater Manager		1	1
Assistant Theater Manager		1	1
Administrative Assistant		1	1
	Total full-time employees	3	3
Salaries - Part-Time	Sub Total	14,643	15,000
Part-time Employees			
Clerk-Typists: 29 hrs/wk x 52 weeks x 1st year rate		1,508	1,508
	Total part-time hours	1,508	1,508
Benefits			
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability	Sub Total	\$ 65,720	\$ 72,292
<b>Account 4321 - Uniforms</b>	<b>Total \$</b>	<b>250</b>	<b>\$ 250</b>
Sport coats, uniform shirts and cleaning as needed		250	250
<b>Account 4329 - Theater Building Maintenance and Supplies</b>	<b>Total \$</b>	<b>7,700</b>	<b>\$ 7,700</b>
General maintenance, repair and supplies for sound system		800	800
Bulbs, gel, light instrument repair and maintenance		3,100	3,100
Miscellaneous repair and hardware items		1,850	1,850
Light board service call contract		850	850
Floor care products		300	300
House and lobby carpet cleaning		800	800
<b>Account 4332 - Office Supplies/Printing</b>	<b>Total \$</b>	<b>12,640</b>	<b>\$ 14,140</b>
Books, subscriptions, and memberships		100	100
Paper and printing		2,800	2,800
Mailing supplies		3,000	3,000
Small office supplies		1,700	1,700
ThunderTix programming fees for twelve months		5,040	5,040
Ticket stock - purchase on a two year cycle		0	1,500

## FCC Theatre Budget: 2019

<b>Account 4342 - Travel &amp; Training</b>	<b>Total</b>	<b>\$ 3,800</b>	<b>\$ 3,800</b>
Showcase of Performing Arts for Young People - Philadelphia, PA		1,300	1,300
Arts Midwest Conference 2019 - Minneapolis, Minnesota		1,300	1,300
Outside expenses for Missouri Arts Council and MACAA		500	500
Mileage for local business calls and related functions		300	300
Dues/registration - Intl. Assoc. of Performing Arts for Young People		400	400

<b>Account 4350 - Professional Services</b>	<b>Total</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>
Bank fees, charge card fees, service fees - \$500 per month		6,000	6,000

<b>Account 4352 - Theatre Workshop</b>	<b>Total</b>	<b>\$ 176,995</b>	<b>\$ 181,329</b>
Contemporary outdoor concerts including technical needs (Music			
Under the Stars: Butch Wax & Hollywood's, Billy Peek, Bob Kuban,		15,000	17,500
Summer playground "Creative Dramatics Workshop" and Arts Assembly		13,800	9,000
St. Louis Family Theatre Series		81,610	84,810
Valley of Flowers Festival		49,000	51,000
Missouri Association of Community Arts Agencies (MACAA) membership		250	250
Family Theatre (Matching funds: grant from the Missouri Arts Council and			
Regional Arts Commission)		13,835	15,169
Entertainment for the Fall Festival		2,500	2,500
"Poetry Out Loud" regional competition (reimbursable)		1,000	1,100

<b>Account 4354 - Publicity</b>	<b>Total</b>	<b>\$ 12,850</b>	<b>\$ 12,850</b>
FCC Theatre schedules		3,150	3,150
Special PR, mailing list, box office PR		3,600	3,600
St. Louis Visitors & Convention Comm. and Arts & Education Council		450	450
Discover Florissant display ads around Metro St. Louis		1,600	1,600
Postage for four Theater mailings - Calendar of Events (3) and			
Valley of Flowers brochure (1) at \$1,350 per mailing		4,050	4,050

**Total Budgeted Expenses**    **\$ 437,715**    **\$ 453,361**

<b>Account 096143 - Capital Additions (Park Improvement Fund)</b>	<b>Total</b>	<b>\$ -</b>	<b>\$ 7,000</b>
Computer Lightboard Console for Theatre's Theatrical Lighting			7,000

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**44 - RECREATION DEPARTMENT - CIVIC AND COMMUNITY CENTERS**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
4400-Salaries	\$ 1,271,926	\$ 1,108,588	\$ 1,164,226	\$ 1,164,226
4400-Employees' Benefits	\$ 258,944	\$ 290,471	\$ 287,463	\$ 287,463
4414-Contract Services		\$ 81,500	\$ 86,500	\$ 86,500
4426-Utilities	<u>\$ 286,851</u>	<u>\$ 305,500</u>	<u>\$ 325,500</u>	<u>\$ 325,500</u>
Total	\$ 1,817,721	\$ 1,786,059	\$ 1,863,689	\$ 1,863,689

**PERSONNEL SERVICES**

Full-time	\$ 513,986	\$ 445,350	\$ 495,000	\$ 495,000
Part-time	\$ 749,519	\$ 657,238	\$ 663,226	\$ 663,226
Overtime	<u>\$ 8,421</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>
Total Personnel Services	\$ 1,271,926	\$ 1,108,588	\$ 1,164,226	\$ 1,164,226

**PERSONNEL SCHEDULE**

Superintendent of Recreation	1.00	Recreation Leaders II & III p/t	7.60
Center Director I	2.00	Receptionists p/t	5.30
Recreation Specialist	2.00	Custodians p/t	4.60
Clerk Typist	3.00	Park Rangers p/t	3.21
Custodian I	<u>4.00</u>	Rink Mgrs, Guards, Cashiers p/t	2.93
Total	12.00	JJE Pool Manager, Head Guard p/t	1.88
		JJE Pool Lifeguards p/t	4.13

Total 29.64

Full-time 12.00

Total Personnel

41.64

Full-time Equivalent (Part-time) 29.64

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# Civic and Community Centers Budget: 2019

**2018**

**2019**

JJE/JFK Building Hours for the General Public

Monday - Friday: 6 a.m. - 9 p.m. Saturday: 8 a.m. - 7 p.m. Sunday: 10 a.m. - 6 p.m.

Summer Hours: Memorial Day weekend to Labor Day

Monday - Friday: 6 a.m. - 8 p.m. Saturday: 8 a.m. - 5 p.m. Sunday: 10 a.m. - 5 p.m.

The Community Centers will be closed to the public in observance of the following holidays:

New Years Day

Easter

Memorial Day

Independence Day

Labor Day

Thanksgiving Day

Christmas Eve

Christmas Day

<b>Account 4400 - Salaries &amp; Benefits</b>		<b>Total</b>	<b>\$ 1,399,059</b>	<b>\$ 1,451,689</b>
Salaries - Full Time	Sub	\$	445,350	\$ 495,000
Full-time Employees				
Superintendent of Recreation			1	1
Center Director I			2	2
Recreation Specialist			2	2
Clerk Typist			3	3
Custodian			4	4
Total full-time employees			12	12

Salaries Overtime	Sub	\$	6,000	\$ 6,000
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Salaries Part-Time	Sub	\$	657,238	\$ 663,226
Salaries - Part-Time Hours:				
<u>Recreation Leader III</u>				
JJE/JFK Centers (2,426 hrs x 2 facilities)			4,852	4,852
Theater - (52 wks; 1 x 25 hrs, 1 x 12 hrs)			1,924	1,924
<u>Recreation Leader II</u>				
JJE/JFK Fitness (4,514 hr x 2 facilities)			9,028	9,028
<u>Receptionists - Customer Service Desk</u>				
JJE/JFK (6,291 hrs/4,136 hrs)			10,427	10,427
JJE/JFK Speical Events (350 hrs/250 hrs)			600	600
<u>Custodians</u>				
JJE/JFK - 2,864 hours x 2 facilities			5,728	5,728
JJE/JFK Special Events/Training - 1,750 hours			1,750	1,750
Theater - 2,080 hours			2,080	2,080

## Civic and Community Centers Budget: 2019

	<u>2018</u>	<u>2019</u>
<u>Rangers</u>		
JJE/JFK Ranger Supervisor II - (JJE 1,010 hrs/JFK 30 x 8 hrs)	1,250	1,250
JJE/JFK Ranger - (JJE4,529 hrs/JFK 4 hrs x 7 days x 32 wks)	5,425	5,425
<u>Ice Rink</u>		
Rink Managers 1,700 hours	1,700	1,700
Rink Guards 2,600 hours	2,600	2,600
Rink Cashiers 1,800 hours	1,800	1,800
<u>JJE Pool</u>		
JJE Pool Managers 1,560 hours	1,560	1,560
Head Guards 2,340 hours	2,340	2,340
JJE Lifeguards - public sessions 3,588 hrs/class-rentals 5,000 hrs	8,588	8,588
Total hours or sessions	61,652	61,652

Employee Benefits	Sub	\$	290,471	\$	287,463
F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability					

<b>Account 4414 - Contract Services</b>	<b>\$</b>	<b>81,500</b>	<b>\$</b>	<b>86,500</b>
Instructors - Flat amount	\$	80,000	\$	85,000
ADA Compliance - Flat amount	\$	1,500	\$	1,500

<b>Account 4426 - Utilities</b>	<b>Total</b>	<b>\$</b>	<b>305,500</b>	<b>\$</b>	<b>325,500</b>
Centers			300,000		320,000
Nature Lodge			5,500		5,500

<b>Total Budgeted Expenditures</b>	<b>\$</b>	<b>1,786,059</b>	<b>\$</b>	<b>1,863,689</b>
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City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**45 - RECREATION DEPARTMENT - SUMMER CAMP**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
4500-Salaries	\$ 123,282	\$ 99,153	\$ 125,947	\$ 125,947
4500-Employees' Benefits	\$ 9,431	\$ 4,798	\$ 9,635	\$ 9,635
<b>Total</b>	\$ 132,713	\$ 103,951	\$ 135,582	\$ 135,582

**PERSONNEL SERVICES**

Full-time	\$ -	\$ -	\$ -	\$ -
Part-time	\$ 123,282	\$ 99,153	\$ 125,947	\$ 125,947
Overtime	\$ -	\$ -	\$ -	\$ -
Total Personnel Services	\$ 123,282	\$ 99,153	\$ 125,947	\$ 125,947

**PERSONNEL SCHEDULE**

Directors p/t	0.47
Assistant Directors p/t	0.64
Playground Recreation Leaders p/t	<u>5.51</u>
Total	6.62

		Full-time 0.00
Total Personnel	<u>6.62</u>	Full-time Equivalent (Part-time) 6.62

## Summer Camp Budget: 2019

2018

2019

Program dates: June 11 - July 19, 2019

Program dates subject to change based on local school district schedules

The summer playground program is a six week program, 9 a.m. to 3 p.m. There is no camp on July 4th.

There is a nine hour orientation session for the entire staff before the program begins.

<b>Account 4500 - Salaries &amp; Benefits</b>	<b>103,951</b>	<b>135,582</b>
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Salaries Part-time Seasonal	Sub	99,153	\$ 125,947
Salaries Part Time Seasonal Hours:			
Directors - Total Hrs (320 hrs + 9 orientation hrs) = 329 hrs ea Director			
1 @ 329 hrs = 987 hrs @ 3rd year rate		987	329
2 @ 329 hrs = 658 hrs @ 2nd year rate		0	658
Assistant Directors			
4 @ 264 hrs + 9 orientation hrs = 273 hours = 1,092 hrs @ 3rd yr rate		1,092	1,092
Playground Recreation Leaders - Total Hrs (187.5 hrs + 15 orientation & training hrs) = 202.5 hrs ea Leader			
23 @ 202.5 hrs = 4,657.5 hrs @ 3rd year rate		0	4,658
20 @ 202.5 hrs = 4050 hrs @ 2nd yr rate		9,720	4,050
8 @ 202.5 hrs = 1620 @ 1st year rate		2,632	1,620
Special Needs Recreation Leaders - Total Hrs (187.5 hrs + 15 orientation & training hrs) = 202.5 hrs ea Leader			
2 @ 202.5 hrs = 405 hrs @ 3rd year rate		405	405
"BEFORE AND AFTER CARE" PROGRAM			
Monday - Friday, 7:30am - 9:00am and 3:00pm - 5:30pm, 6 weeks			
Assistant Directors			
2 @ 120 hrs = 240 hrs @ 3rd year rate		240	240
Playground Recreation Leaders			
6 @ 120 hours = 720 hours @ 2nd year rate		720	720
Total part-time hours		15,796	13,772

Employee Benefits	Sub	4,798	9,635
F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability			

<b>Total Budgeted Expenditures</b>	<b>103,951</b>	<b>135,582</b>
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City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**46 - RECREATION DEPARTMENT - BANGERT POOL**

<u>Account</u>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
4600-Salaries	\$ 123,250	\$ 130,446	\$ 175,827	\$ 175,827
4600-Employees' Benefits	\$ 8,740	\$ 13,039	\$ 13,451	\$ 13,451
4614-Contact Services	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
4626-Utilities	\$ 32,876	\$ 35,000	\$ 50,000	\$ 50,000
<b>Total</b>	\$ 164,867	\$ 188,485	\$ 249,278	\$ 249,278

**PERSONNEL SERVICES**

Full-time	\$ -	\$ -	\$ -	\$ -
Part-time	\$ 123,250	\$ 140,446	\$ 175,827	\$ 175,827
Overtime	\$ -	\$ -	\$ -	\$ -
Total Personnel Services	\$ 123,250	\$ 140,446	\$ 175,827	\$ 175,827

**PERSONNEL SCHEDULE**

Pool Manager p/t	0.43		
Head Guard p/t	0.37		
Lifeguards p/t	5.73		
Cashiers p/t	<u>1.56</u>		
Total	8.09		Full-time 0.00
Total Personnel	<u>8.09</u>	Full-time Equivalent (Part-time)	8.09

# Bangert Pool Budget: 2019

2018

2019

Pool Season: May 26 - August 5, 2018 (72 days of operation)  
Weekends Only: August 5- September 2, 2019 (9 days of operation)  
Hours of operation: Daily 12:30 - 7:30pm Holidays 12:30 - 5:00pm  
Total Days of Operation in 2019: 79 (2018: 81 Days of Operation)

<b>Account 4600 - Salaries &amp; Benefits</b>		<b>\$ 143,485</b>	<b>\$ 189,278</b>
Salaries - Part Time	Sub Total	<u>130,446</u>	<u>175,827</u>
Salaries: Part Time Seasonal		125,946	171,327
Salaries - Part Time Other		<u>4,500</u>	<u>4,500</u>
Pre-season training, prep-work and post-season winterizing:		2,000	2,000
Special events, programs and rentals:		2,500	2,500
<b>Part Time Seasonal Hours:</b>			
<u>Pool Manager</u>			
9.5 hrs x 79 days = 750.5 hrs @ 3rd year rate		770	751
<u>Head Guard</u>			
9.5 hrs x 79 days = 750.5 hrs x 3rd year rate		770	770
<u>Lifeguards</u>			
10 @ 9.5 hrs x 79 days = 750.5 hrs = 7,505 hrs @ 3rd yr rate		10,780	10,507
4 @ 9.5 hrs x 79 days = 750.5 = 3,002 hrs @ 3rd yr rate			
<u>Cashiers (Admission)</u>			
9.5 hours x 79 days = 750.5 hours x 2 Cashiers = 1,501			
1,501 hours x 3rd year rate		1,540	1,501
<u>Concessions</u>			
Managers/Concession and Cashier 1,000 hours x 3rd year rate		751	1,000
Cashiers 500 hours x 3rd year rate		0	500
Cashiers 251 hours x 2nd year rate		751	251
<u>Swim Team</u>			
Pool Mgr - 4 hours x 35 days = 140 hrs 3rd yr rate		140	140
Lifeguards - 4 @ 4 hours x 35 days = 140 hours = 560 hrs 3rd yr rate		560	560
<u>Swim Lessons (youth)</u>			
Lifeguards - 16 @ 2 hrs x 16 days = 32 hrs = 512 hrs 3rd yr rate		768	512
<u>Swim Lessons (adult)</u>			
Lifeguard 0 @ 1 hr x 16 days = 16 hrs = 0 Hrs (program discontinued)		32	0
<u>Playground Swim</u>			
Lifeguards - 14 @ 2 hrs x 12 days = 24 hrs = 336 hrs @ 3rd yr rate		336	336
Total part-time hours		<u>15,696</u>	<u>16,828</u>
Employee Benefits	Sub Total	<u>13,039</u>	<u>13,451</u>
F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability			
<b>Account 4614 - Contract Services</b>		<b>\$ 10,000</b>	<b>\$ 10,000</b>
Swim Team Coaches Salaries:			
<b>Account 4626 - Utilities</b>		<b>Total \$ 35,000</b>	<b>\$ 50,000</b>

**Total Budgeted Expenditures \$ 188,485 \$ 249,278**

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City of Florissant Operating Budget  
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**56 - RECREATION DEPARTMENT - KOCH AQUATIC CENTER**

<u>Account</u>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
5600-Salaries	146,274	0	0	0
5600-Employees' Benefits	11,190	0	0	0
5626-Utilities	<u>31,359</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total</b>	188,822	0	0	0

**PERSONNEL SERVICES**

Full-time	\$0	0	0	0
Part-time	\$146,274	0	0	0
Overtime	<u>\$0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	146,274	0	0	0

**PERSONNEL SCHEDULE**

Pool Manager p/t	0.00	
Head Guard p/t	0.00	
Lifeguards p/t	0.00	
Cashiers p/t	<u>0.00</u>	
Total	0.00	Full-time 0.00
Total Personnel	<u><u>0.00</u></u>	Full-time Equivalent (Part-time) 0.00

City of Florissant Operating Budget  
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**47 - RECREATION DEPARTMENT - PARKS**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
4700-Salaries	250,907	300,738	240,000	240,000
4700-Employees' Benefits	74,376	86,148	92,485	92,485
4714-Contract Services	\$0	20,000	22,000	22,000
4726-Utilities	71,780	119,000	119,000	119,000
4750-Professional Services	<u>41,237</u>	<u>44,000</u>	<u>48,000</u>	<u>48,000</u>
Total	438,301	569,886	521,485	521,485

**PERSONNEL SERVICES**

Full-time	\$175,373	247,251	185,000	185,000
Part-time	\$74,977	72,487	55,000	55,000
Overtime	<u>\$557</u>	<u>1,000</u>	<u>0</u>	<u>0</u>
Total Personnel Services	250,907	320,738	240,000	240,000

**PERSONNEL SCHEDULE**

<u>Office of the Director</u>		<u>Park Rangers</u>	
Director of Parks & Recreation	1.00	Senior Park Ranger	1.00
Administrative Assistant	<u>1.00</u>	Park Rangers p/t	<u>2.42</u>
Total	2.00	Total	3.42

		Full-time 3.00	
Total Personnel	<u><u>5.42</u></u>	Full-time Equivalent (Part-time) 2.42	

## Parks Budget: 2019

2018

2019

<b>Account 4700 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 386,886</b>	<b>\$ 332,485</b>
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Salaries - Full Time	Sub	\$ 247,251	\$ 185,000
<u>Full-time Employees</u>			
Director of Parks and Recreation		1	1
Administrative Assistant		1	1
Senior Park Ranger		1	1
Total full-time employees		3	3

Salaries Overtime:	Sub	\$ 1,000	\$ -
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Salaries Part Time	Sub	\$ 52,487	\$ 55,000
<u>Part-Time Hours:</u>			
Park Rangers:			
All Parks: 35 hours x 52 weeks = 1,820 hours			
1,820 hours x 3rd year rate		1,820	1,820
All Parks: 45.5 hours x 20 weeks (peak season) = 910 hours			
910 hours x 3rd year rate		910	910
St. Ferdinand & Koch Parks: 45.5 hours x 22 weeks			
x 2 Ranger = 2,002 hours x 3rd year rate		2,002	2,002
Nature Lodge: Weekday hours discontinued		416	0
Special Activities and Rentals: 310 hours x 3rd year rate		310	310
Total part-time hours		5,458	5,042

Employee Benefits	Sub	\$ 86,148	\$ 92,485
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F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability

<b>Account 4714 - Contract Services</b>	<b>\$ 20,000</b>	<b>\$ 22,000</b>
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Field Supervisors and Referees:

<b>Account 4726 - Utilities</b>	<b>Total</b>	<b>\$ 119,000</b>	<b>\$ 119,000</b>
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Parks

<b>Account 4750 - Professional Services</b>	<b>Total</b>	<b>\$ 44,000</b>	<b>\$ 48,000</b>
01 Umpires contracted through the ASA or USA Softball		32,000	36,000
02 Charge card fees		12,000	12,000

**Total Budgeted Expenditures \$ 569,886 \$ 521,485**

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City of Florissant Operating Budget  
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**06 - RECREATION DEPARTMENT - GOLF COURSE**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
0600-Salaries	302,557	324,790	307,092	361,500
0600-Employees' Benefits	82,723	93,155	93,745	105,000
0621-Uniforms & Allowance	726	1,000	1,000	1,000
0623-Postage & Printing	1,683	1,696	1,700	1,700
0626-Utilities	77,504	72,200	65,000	65,000
0627-Gasoline	7,762	15,000	18,000	18,000
0628-Merchandise	73,684	100,750	111,000	111,000
0629-Bldg., Maint., & Supplies	97,273	110,000	120,000	120,000
0630-Equipment Repairs	26,984	35,000	35,000	35,000
0632-Office Supplies & Maint.	2,290	3,500	4,000	4,000
0642-Dues, Travel, Training	3,559	4,080	4,100	3,850
0650-Professional Services	93,535	100,750	104,000	104,000
0654-Publicity	<u>6,974</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>
Total	777,254	869,921	872,637	938,050

**PERSONNEL SERVICES**

Full-time	\$152,636	181,993	164,295	173,500
Part-time	\$149,922	142,797	142,797	188,000
Overtime	<u>\$0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	302,557	324,790	307,092	361,500

**PERSONNEL SCHEDULE**

<u>Course Operations</u>		<u>Course Maintenance</u>	
Golf Clubhouse Manager	1.00	Golf Course Superintendent	1.00
Asst. Golf Clubhouse Manager	1.00	Golf Course Mechanic	0.00
Pro Shop Staff p/t	1.21	Golf Course Laborer	1.00
Cart Attendants p/t	1.95	Laborer p/t	0.73
Food & Beverage Staff p/t	<u>1.92</u>	Groundskeeper I p/t	<u>3.00</u>
Total	7.07	Total	5.73

Total Personnel	<u><u>12.79</u></u>	Full-time 4.00 Full-time Equivalent (Part-time) 8.79
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## Golf Course Budget: 2019

2018

2019

Revenue	Total	\$ 615,000	\$ 615,000
Account 12010 - Green Fees		235,000	235,000
Account 12210 - Cart Fees		200,000	200,000
Account 12500 - Pro Shop Sales		50,000	50,000
Account 12600 - Concession Sales and Fees		120,000	120,000
Account 12910 - Other Miscellaneous		10,000	10,000

### Expenditures

Account 0600 - Salaries & Benefits	Total	\$ 417,945	\$ 466,500
Salaries - Full Time	Sub	\$ 161,993	\$ 173,500
Full-time Employees			
Golf Clubhouse Manager (reclassified from Grade 4 to Grade 5)		1	1
Assistant Golf Clubhouse Manager		1	1
Golf Course Superintendent		1	1
Golf Course Mechanic		1	0
Golf Course Laborer		0	1
Total full-time employees		4	4

Salaries - Part Time	Sub	\$ 162,797	\$ 188,000
Part- Time Hours			
Pro Shop Manager: 1 emp. x 29 hours x 52 weeks		1,508	1,508
Pro Shop Staff: 1 emp. x 34.5 hours x 29 weeks		870	1,000
Cart Attendants: 6 emp. x hours x 27 weeks		2,430	4,050
Groundskeeper I: 6 emp. x 40 hours x 26 weeks		4,680	6,240
Laborer: 1 emp. x 29 hours x 52 weeks		1,508	1,508
Food & Beverage Manager: 1 emp. x 29 hours x 34 weeks		952	986
Food & Beverage Attendant: 4 emp. x 30 hours x 25 weeks		2,000	3,000
Total part-time hours		13,948	18,292

Employee Benefits	Sub	\$ 93,155	\$ 105,000
F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability			

Account 0621 - Uniforms and Allowances	Total	\$ 1,000	\$ 1,000
Full-time and part-time employees			

Account 0623 - Postage & Printing	Total	\$ 1,696	\$ 1,700
Postage, Printing scorecards, signage, miscellaneous items			

## Golf Course Budget: 2019

<b>Account 0626 - Utilities</b>	<b>Total</b>	<b>\$ 72,200</b>	<b>\$ 65,000</b>
Electric, Gas, Water, Sewer, Cable, Alarm (waste at no charge since Mar 2018)			
<b>Account 0627 - Gas and Oil</b>	<b>Total</b>	<b>\$ 15,000</b>	<b>\$ 18,000</b>
Gasoline, oil, tires, fluids, lubricants, maintenance, parts, supplies, etc. for golf course vehicles and equipment.			
<b>Account 0628 - Merchandise</b>	<b>Total</b>	<b>\$ 100,750</b>	<b>\$ 111,000</b>
<u>01 Merchandise Pro Shop</u>	Sub	<u>30,750</u>	<u>31,000</u>
<u>02 Merchandise Concession</u>	Sub	<u>70,000</u>	<u>80,000</u>
<b>Account 0629 - Building Maintenance and Supplies</b>	<b>Total</b>	<b>\$ 110,000</b>	<b>\$ 120,000</b>
<u>00 Building Maintenance/Building Supplies</u>	Sub	<u>25,000</u>	<u>30,000</u>
Includes materials and supplies such as portable outhouse rental, pest control, minor maintenance supplies such as hardware, paint, caulk, plumbing, electrical materials and supplies, cleaning supplies, linens, backflow preventer inspection, and various other supplies. Includes replacement banquet tables as needed.			
<u>01 Building Maintenance/Course Supplies</u>	Sub	<u>85,000</u>	<u>90,000</u>
Includes materials and supplies such as sand, top soil, sod, seed, flags, ball washers, bag stand, cups, pesticides, fungicides, herbicides, fertilizers, and other supplies. Also includes materials and supplies such as pipe, fittings and other items necessary to maintain the course irrigation system. Includes soil testing and small equipment repairs and maintenance.			
<b>Account 0630 - Equipment Repairs</b>	<b>Total</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>
Maintenance of course vehicles and equipment, including miscellaneous parts and supplies, tools, tire repairs, small engine parts and service, batteries, lights, radio work, upholstery, glass, etc.			
		35,000	35,000
<b>Account 0632 - Office Supplies and Printing</b>	<b>Total</b>	<b>\$ 3,500</b>	<b>\$ 4,000</b>
Pens, paper and various office supplies.			
		3,500	4,000
<b>Account 0642 - Dues, Travel and Training</b>	<b>Total</b>	<b>\$ 3,830</b>	<b>\$ 3,850</b>
GCSA dues - Golf Course Superintendent		375	395
MVGCSA dues		365	365
Course Supt.: PGA Show in San Antonio, Texas		1,500	1,500
Northwest Chamber of Commerce		240	240
Certification expenses		200	200
Mileage for in-town travel		500	500
VGM Club - purchasing cooperative membership		500	500
Metropolitan Amateur Golf Association		150	150

## Golf Course Budget: 2019

<b>Account 0650 - Professional Services</b>	<b>Total</b>	<b>\$ 100,750</b>	<b>\$ 104,000</b>
<u>01 Miscellaneous</u>	Sub	<u>6,950</u>	<u>9,700</u>
Handicap Fees		1,000	1,000
Electric repair as needed		1,800	1,800
Tree removal		2,500	5,000
Hepatitis "A" Vaccinations		150	150
Operating Permits		1,500	1,750
 <u>02 Bank Fees</u>	 Sub	 <u>6,800</u>	 <u>7,300</u>
Bank and charge card fees		6,800	7,300
 <u>06 Cart Lease and Rentals</u>	 Sub	 <u>87,000</u>	 <u>87,000</u>
Cart Lease: 70,000 for the cart lease and 12,000 for property tax		82,000	82,000
Cart Rentals		5,000	5,000
 <b>Account 0654 - Publicity</b>	 <b>Total</b>	 <b>\$ 8,000</b>	 <b>\$ 8,000</b>
Advertising in newspaper, magazine, radio, and other media.			

**Total Budgeted Expenditures \$ 869,671 \$ 938,050**

<b>Account 09-6106 - Capital Additions (Park Improvement Fund)</b>	<b>Total</b>	<b>\$ 65,000</b>	<b>\$ -</b>
<u>Golf Course Equipment</u>	Sub	<u>60,000</u>	<u>0</u>
New articulated tractor		29,000	0
PrecisionCut Trim and Surrounds Mower		31,000	0
 <u>Golf Course Improvements</u>	 Sub	 <u>5,000</u>	 <u>0</u>
Various tee, bunker, fairway renovations		5,000	0

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**48 - PUBLIC WORKS DEPARTMENT**

<u>Account</u>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
4800-Salaries	2,427,119	2,409,143	2,596,000	2,493,090
4800-Employee's Benefits	950,667	1,012,796	1,063,194	1,029,921
4821-Uniforms & Allowance	6,850	8,900	9,900	9,900
4826-Utilities	100,991	96,000	110,000	110,000
4827-Gasoline	36,818	70,000	55,000	55,000
4832-Office Supplies & Maint.	21,421	24,000	24,000	24,000
4839-Ice/Snow Removal	1,678	112,000	0	115,000
4842-Dues, Travel, Training	19,599	27,000	37,495	37,495
4850-Professional Service	76,314	241,000	230,000	230,000
4851-Street Lighting	(1,088)	0	0	0
4875-Gasoline Control Account	<u>1,868</u>	<u>20,000</u>	<u>22,000</u>	<u>22,000</u>
Total	3,642,237	4,020,839	4,147,589	4,126,406

**PERSONNEL SERVICES**

Full-time	\$2,225,945	2,230,528	2,337,000	2,254,090
Part-time	\$115,875	129,115	169,000	169,000
Overtime	<u>\$85,299</u>	<u>49,500</u>	<u>90,000</u>	<u>70,000</u>
Total Personnel Services	2,427,119	2,409,143	2,596,000	2,493,090

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**48 - PUBLIC WORKS DEPARTMENT (CONTINUED)**

**PERSONNEL SCHEDULE**

Office of the Director

Director of Public Works	1.00
Executive Assistant	<u>1.00</u>
Total	2.00

Street Division

Street Superintendent	1.00
Permit/Inspection Clerk	1.00
Class "A" Foreman	1.00
Class "A" Person	2.00
Class "B" Person	2.00
Class "C" Person	3.00
Street Sweeper	1.00
Equipment Maintenance Supv.	1.00
Equipment Maint. Mechanic	2.00
Laborer p/t	0.73
Summer Laborers p/t	<u>1.15</u>
Total	15.88

Sewer Lateral

Permit/Inspection Clerk	1.00
Class "A" Person	1.00
Class "B" Person	1.00
Class "C" Person	<u>1.00</u>
Total	4.00

Engineering Division

City Engineer	1.00
Civil Engineer I	0.00
Engineering Intern p/t	0.00
Custodian	2.00
Custodian p/t	0.73
Chief Engineer	1.00
Building Maintenance	<u>2.00</u>
Total	6.73

Building Division

Building Commissioner	1.00
Plan Reviewer	1.00
Combination Comm. Inspector (new)	1.00
Multi-Building Inspector	7.00
Inspector/Code Enforcement	1.00
GIS/Permit Inspection Clerk (new)	1.00
Code Enforcement p/t	1.45
Lead Permit/Inspection Clerk	1.00
Permit/Inspection Clerk	7.00
Permit/Inspection Clerk p/t	0.73
Building/Housing Inspector p/t	<u>0.73</u>
Total	22.90

Total Personnel

51.50

Full-time 46.00

Full-time Equivalent (Part-time) 5.50

## Public Works: Building/Engineering/Street Budget 2019

		2018	2019
<b>Account 4800 - Salaries &amp; Benefits</b>		<b>\$ 3,421,939</b>	<b>3,523,011</b>
Salaries - Full-Time	Sub Total	\$ 2,230,528	\$ 2,254,090
Full-Time employees			
Director of Public Works		1	1
Executive Assistant		1	1
City Engineer		1	1
Building Commissioner		1	1
Plan Reviewer		1	1
Combination Commercial Inspector (new position)		0	1
Multi-Building Inspector		7	7
Code Enforcement Inspector (add two)		1	1
GIS / Permit inspection Clerk (New Position)		0	1
Lead Permit Inspection Clerk		1	1
Permit Inspection Clerk		10	9
Street Superintendent		1	1
Class "A" Foreman		1	1
Class "A" Person		3	3
Class "B" Person		3	3
Street Sweeper		1	1
Class "C" Person		4	4
Equipment Maintenance Supervisor		1	1
Equipment Maintenance Mechanic		2	2
Chief Engineer		1	1
Building Maintenance		2	2
Custodian I		2	2
Total full-time employees		45	46

Salaries - Part-Time	Sub Total	\$ 129,115	\$ 169,000
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### Part-Time Hours:

Bldg./Housing Inspector: 1 ea @ 52 weeks @ 29 hrs/week	1,508	1,508
Code Enforcement: 2 ea @ 52 weeks @ 29 hrs/week	3,016	3,016
Permit Inspection Clerk: 1 ea. @ 52 weeks @ 29 hrs/week	1,508	1,508
Laborer: 1 ea. @ 52 weeks @ 29 hrs/week	1,508	1,508
Summer Laborer: 4 ea. @ 15 weeks @ 40 hrs/week	0	2,400
Custodian: 1 ea. @ 52 weeks @ 29 hrs/week	1,508	1,508

Total Part-time hours	9,048	11,448
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### Overtime

Sub Total	\$ 49,500	\$ 70,000
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Street Department: snow removal, storm damage, tree removal, street flooding, some street work, Saturday mechanics, special projects, emergencies, festivals, etc.

Building Division: inspections, Boards and Commission meetings, public hearings, additional scheduling and data entry duties by clerical staff; Police and Fire call outs, night & weekend inspections, office work in general, and emergencies.

## Public Works: Building/Engineering/Street Budget 2019

Engineering Division: 1) Street work surveying, layout, contractor supervision, commission meetings, office work in general and emergencies and 2) Start up and shut down of pools, ice and roller rink, special events/festivals, HVAC emergency call outs, electric power outages and managing construction projects.

Transportation Division: special events.

Employees' Benefits	Sub Total	\$ 1,012,796	\$ 1,029,921
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			

Account 4821 – Uniforms & Safety Shoes	Total \$	8,900	\$ 9,900
Clothing allowance for all Full-time and Part-time employees		8,400	9,300
T-Shirts for full-time, part-time and seasonal field employees and City logo shirts for City Engineer, Building Commissioner, Plan Reviewer and Director		500	600

Account 4826 – Utilities	Total \$	96,000	\$ 110,000
Electric, natural gas, water, sewer, phone, trash collection, cable TV, etc.			
Includes City Hall, Government Building, Sign Shop and City Garage			

Account 4827 – Gasoline	Total \$	70,000	\$ 55,000
Major/Minor Construction Equipment, trucks, buses, vehicles and tools in Public Works and Transportation Departments ... Fuel, oil, lubrication, and hydraulic fluids costs are forecasted to remain high ... includes inspector vehicles added to fleet ...			
Fuel pump and tank repairs and maintenance			

Account 4832 – Printing & Office Supplies	Total \$	24,000	\$ 24,000
Supplies for City Hall, garage and transportation operations			
Photos, film and developing			
Printing, copy paper, printer ink cartridges, drafting supplies, supply closet			
Printing of new residential "Welcome" packages			
Printing of educational flyers for permits, residential and commercial guides			
Code books/code update subscription services/NFPA			
Equipment repairs and replacement (file cabinets, lamps, chairs, copier, computers, monitors, printers, cameras, typewriters, tables, iPads, etc.)			
Miscellaneous batteries, computer supplies, software, publications, etc.			
St. Louis County property records, maps and reports ...			
Inspection sheets, permits, door tags			
Minimum housing letters/envelopes, etc.			
Computer software and software updates			

Account 4839 – Ice/Snow Removal	Total \$	112,000	\$ 115,000
Salt: 1,454 Tons @ \$70.00/Ton = \$101,800		101,800	102,000
Calcium Chloride: 15,000 Gals. @ \$0.85/Gal.= \$10,200		10,200	13,000

## Public Works: Building/Engineering/Street Budget 2019

<b>Account 4842 – Dues/Travel/Training</b>	<b>Total \$</b>	<b>27,000</b>	<b>\$ 37,495</b>
<u>Dues</u>	Sub	<u>3,766</u>	<u>4,055</u>
Director: Missouri Society of Prof. Engineers (\$212), Engineers Club (\$180), APWA Local & International (\$206) , PE Registration (\$35), ASFPM (\$180)		561	813
City Engineer: Engineers Club (\$180), APWA Local & International (\$206)		349	386
Building Commissioner: ICC (\$240), MABOI (\$40), SLACE (\$35), AIA (\$551)		866	866
Building Inspectors: MABOI (10 @ \$40), ICC (10 @ \$35), SLACE (10 @ \$35)		1,100	1,100
Plan Reviewer: MABOI (\$40), IAEI (\$120), SLACE (\$35), ICC (\$35)		230	230
Street Superintendent: APWA Local & International (\$169), ISSA (\$130)		260	260
Chief Engineer: Asbestos Certification Renewal, Stationary Engineer's License Fee		400	400
	Sub	<u>10,994</u>	<u>18,000</u>
<u>Travel</u>			
Plan Reviewer, P/T Inspector, Bldg. Commissioner, Director, City Engineer, and others ... less Inspector vehicles ...			
	Sub	<u>12,240</u>	<u>15,440</u>
<u>Training</u>			
Director: Area Conferences and Seminars ...		400	400
APWA Conference and Equipment Show...		1,800	1,800
City Engineer: GIS, APWA and Area Seminars ...		800	800
Civil Engineer I: Local Seminars and Area Conferences ...		0	500
Building Commissioner: Area Code Conferences/Seminars, MABOI Fall Conference ...		1,300	1,300
Plan Reviewer: Area Code Conferences and Seminars, MABOI Fall Conference ...		1,300	1,300
Chief Engineer & Staff: Area Seminars, Conferences and Asbestos Classes/Certifications		800	900
Street Superintendent: Area Seminars		400	400
Street Personnel/Mechanics: Area Conferences		800	800
Building Inspectors: MABOI Fall Conference (3 @ \$680)		2,040	2,040
Area Code Seminars (3 @ \$400)		1,200	1,200
P/T Inspectors: Area Seminars		400	400
Exec. Asst. & Clerical Staff: Personal development classes		400	3,000
Computer & iPad Classes/Training		600	600

### Public Works: Building/Engineering/Street Budget 2019

<b>Account 4850 – Professional Services</b>	<b>Total</b>	<b>\$</b>	<b>241,000</b>	<b>\$</b>	<b>230,000</b>
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Public Works Database rebuild and reconfiguration - cost estimated at \$200,000

Materials Testing

Traffic Consultation

Miscellaneous Public Works projects - design services

Testing of fire sprinkler systems and backflow preventers

Weather Service for Winter Storms \$3,200

Pedestrian Traffic Signal Maintenance and Repair by St. Louis County

<b>Account 4875 – Gasoline Control Account</b>	<b>Total</b>	<b>\$</b>	<b>20,000</b>	<b>\$</b>	<b>22,000</b>
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**Total Budgeted Expenditures \$ 4,020,839 \$ 4,126,406**

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**49 - POLICE DEPARTMENT**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
4900-Salaries	7,093,388	8,020,928	8,044,235	8,044,235
4900-Employee's Benefits	2,619,562	2,934,979	2,649,121	2,649,121
4914-Residency Incentive Program	0	0	31,200	0
4921-Uniforms & Allowance	89,775	99,948	93,500	93,500
4924-Telephone	0	0	0	0
4926-Utilities	50,055	62,500	62,500	62,500
4927-Gasoline	146,930	256,500	256,500	256,500
4929-Bldg., Maint., & Supplies	95,331	72,000	72,800	72,800
4930-Equip. Repair-Vehicle	77,359	61,800	65,200	65,200
4932-Office Supplies & Maint.	37,476	42,000	49,000	49,000
4933-Copy Equip. Rental & Supply	16,908	22,000	23,500	23,500
4934-Communication Service	278,578	326,000	380,200	380,200
4935-Armory Supplies & Guns	5,673	32,100	38,100	38,100
4942-Dues, Travel, Training	82,139	87,300	103,700	103,700
4950-Professional Service	0	0	0	0
4955-Insurance	0	0	0	0
4961-Capital Adds (will budget based on forfeitures)	118,108	197,610		
4975-Gasoline Control Account	<u>(2,611)</u>	<u>65,000</u>	<u>65,000</u>	<u>65,000</u>
Total	10,708,670	12,280,665	11,934,556	11,903,356

**PERSONNEL SERVICES**

Full-time	\$ 6,494,659	\$ 7,334,821	\$ 7,025,000	\$ 7,025,000
Holiday Pay {in addition to 40 hr paid week}	\$ -	\$ -	\$ 261,000	\$ 261,000
Part-time	\$ 203,910	\$ 377,107	\$ 423,235	\$ 423,235
Overtime	<u>\$ 394,819</u>	<u>\$ 309,000</u>	<u>\$ 335,000</u>	<u>\$ 335,000</u>
Total Personnel Services	\$ 7,093,388	\$ 8,020,928	\$ 8,044,235	\$ 8,044,235

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**49 - POLICE DEPARTMENT (CONTINUED)**

**PERSONNEL SCHEDULE**

Office of the Chief

Chief of Police	1.00
Administrative Assistant	<u>1.00</u>
Total	2.00

Bureau of Support Services

Major	1.00
Sergeant	1.00
Police Officer	4.00
IT Director	0.50
IT Manager	1.00
Dispatcher	9.00
Dispatcher p/t	2.90
Administrative Assistant	1.00
Clerk Typist	3.00
Class "C" Person	1.00
Custodian p/t	<u>0.73</u>
Total	25.13

Bureau of Field Operations

Captain	1.00
Lieutenant	5.00
Sergeant	6.00
Police Officer	58.00
Reserve Officer p/t	5.08
Clerk Typist	<u>1.00</u>
Total	76.08

Bureau of Investigations

Captain	1.00
Sergeant	2.00
Police Officer	10.00
Correction Officer	<u>5.00</u>
Total	18.00

Total Personnel	<u><u>121.20</u></u>	Full-time 112.50
		Full-time Equivalent (Part-time) 8.70

Florissant Police Department  
Fiscal Year 2019 Budget

**Police Department Budget: 2019**

		<u>2018</u>	<u>2019</u>
<b>ACCOUNT 4900: SALARIES &amp; BENEFITS</b>	<b>Total</b>	<b>\$ 10,955,907</b>	<b>\$ 10,693,356</b>
Full-time Salaries (including holidays)		\$ 7,334,821	7,025,000
Holiday Pay over 40 hr wk			\$ 261,000
Overtime		\$ 309,000	\$ 335,000
Part-time Salaries		\$ 377,107	\$ 423,235
Total Salaries		\$ 8,020,928	\$ 8,044,235
Employees' Benefits	Sub Total	\$ 2,934,979	\$ 2,649,121
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			

<b>FULL-TIME EMPLOYEES</b>
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<u>2018</u>	<u>2019</u>	
1.0	1.0	Chief of Police
1.0	1.0	Major
2.0	2.0	Captains
5.0	5.0	Lieutenants
9.0	9.0	Sergeants
71.0	72.0	Police Officers
0.0	0.0	Police Officer Grant Positions (Unfilled)/Academy Recruit
0.5	0.5	Information Technology Director (wage split with IT Dept.)
0.0	0.0	Information Technology Administrator
1.0	1.0	Information Technology Manager (new position)
2.0	2.0	Administrative Assistant (one additional position)
5.0	4.0	Clerks Typists (one less position)
0.0	0.0	Custodian (position eliminated)
1.0	1.0	Class "C" Position
6.0	5.0	Corrections
<u>9.0</u>	<u>9.0</u>	Dispatchers
113.5	112.5	TOTAL FULL-TIME EMPLOYEES

Information Technology Director: New position to oversee all information technology operations for the city. Wages will be split between the Police Department and the Information Technology Department.

Custodian: Proposed change to eliminate the Custodian position and add one Class "C" position to handle the job duties currently being handled by the Custodian .

Florissant Police Department  
Fiscal Year 2019 Budget

**PART-TIME EMPLOYEES**

Reserve Officers: The City has hired part-time Police Officer/Rangers to patrol the city parks. These part-time Officers are fully commissioned police officers working 29 hours a week. The Officers will patrol the city parks, recreation centers and nature lodge enforcing the ordinances and keeping the peace. The budget reflects the total number of hours requested without limiting the number of actual part-time Park Police Officers needed in order to maximize the utility of the part-time Park Police Officers. Request to increase hours for one more part time park police officer. Additional 1,508 hours

Part-time Dispatchers: Allows for better scheduling and helps save overtime paid to full-time dispatchers. These hours help to reduce the amount of paid overtime needed to cover vacations, illnesses, training, and other uncovered shifts in the schedule. The budget reflects the total number of hours requested without limiting the number of actual part-time dispatchers needed in order to maximize the utility of the part-time dispatchers.

<u>2018</u>	<u>2019</u>	
-	-	Dispatchers: 116 hours/week x 52 weeks = 6,032 hours
1	1	Custodian: 1 x 29 hours/week x 52 weeks = 1,508 hours
6	based on hours	Reserve Officers (Police Park Rangers and Bailiffs): 203 hours/week x 52 weeks = 10,556 hours
6,032	6,032	Dispatcher hours
1,508	1,508	Custodian hours
<u>9,048</u>	<u>10,556</u>	Reserve Officer hours
16,588	18,096	TOTAL PART-TIME HOURS

**OVERTIME**

<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 230,000	\$ 256,000	General Overtime
\$ 20,000	\$ 20,000	DEA Reimbursed Overtime
\$ 20,000	\$ 20,000	FBI Reimbursed Overtime
\$ 39,000	\$ 39,000	Grant Reimbursed Overtime
\$ -	-	Mid-Year Appropriation
\$ 309,000	\$ 335,000	TOTAL

Overtime funding for 2019 reflects the following items.

General Overtime: This overtime includes court appearances and court security; investigation of serious crimes; unusual occurrences; holiday foot patrols; surveillances; special details including the Valley of Flowers Festival, Fourth of July Program, Old Town Fall Festival, the Veteran's Parade; and staffing vacation and sick-time relief, especially in communications. We will continue to utilize compensatory time in lieu of overtime where possible.

DEA Reimbursed Overtime: The Department has one detective assigned to the U. S. Drug Enforcement Administration's St. Louis Drug Task Force. The task force agreement requires that the detective be paid a fixed overtime differential that is reimbursed to the City by the DEA. This item is adjusted based on the salary of the officers assigned

FBI Reimbursed Overtime: The Department was able to place one Detective in this violent crime task force. The task force agreement requires that the detective be paid a fixed overtime differential that is reimbursed to the City by the FBI. This item is adjusted based on the salary of the officers assigned

Grant Reimbursed Overtime: The Department has received traffic grant awards for overtime projects for 2018.

Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 4921: UNIFORMS
------------------------

<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 18,500	\$ 18,500	Uniform Cleaning & Repair
\$ 51,000	\$ 54,000	Uniform Purchase & Replacement
\$ 16,000	\$ 16,000	Detective Clothing Allowance
\$ 4,500	\$ 5,000	Badge Replacement and Repair
		Ballistic vests awarded through a Local Law Enforcement Block
\$ 9,948	\$ -	Grant
\$ 99,948	\$ 93,500	TOTAL

Uniform Cleaning & Repair: The department provides dry cleaning of uniforms and detective clothing. No increase for 2019.

Uniform Purchase & Replacement: This covers the cost of replacing uniforms and body armor. A United States Department of Justice BVP 50/50 match grant was awarded in 2018 but no funds have been awarded to the Department for 2019. New grants have been applied for. However, it is unknown as to whether the department will receive those. A \$ 3,000 increase for 2019 is requested.

Detective Clothing Allowance: No increase is requested for 2019.

Badge Replacement and Repair: These funds provide for the repair and replacement of badges. Requested increase of \$500 for 2019.

ACCOUNT 4926: UTILITIES
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<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 42,000	\$ 42,000	Electricity
\$ 11,000	\$ 11,000	Natural Gas
\$ 5,000	\$ 5,000	Water
\$ 2,500	\$ 2,500	Sewer
\$ 2,000	\$ 2,000	Trash
\$ 62,500	\$ 62,500	TOTAL

Utilities: This account reflects the various utilities used by the police department. No Increase for 2019

Florissant Police Department  
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ACCOUNT 4927: GASOLINE
------------------------

<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 255,000	\$ 255,000	Gasoline
\$ 1,000	\$ 1,000	Pump Repair
\$ 500	\$ 500	Pump Inspections
\$ 256,500	\$ 256,500	Total

Gasoline: The cost of regular unleaded gasoline may fluctuate dramatically. The average cost is currently around \$2.30 for 2019. At this time it is anticipated that current funding is sufficient.

ACCOUNT 4929: BUILDING and JAIL MAINTENANCE
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<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 1,500	\$ 1,500	Rug Rental
\$ 500	\$ 500	Fire Extinguisher Service
\$ 21,500	\$ 21,500	Prisoner Supplies
\$ 8,000	\$ 8,000	Janitorial Supplies
\$ 500	\$ 800	Pest Control
\$ 37,500	\$ 37,500	Building Repairs (HVAC/ Electrical/Plumbing)
\$ 2,500	\$ 3,000	Furniture and Fixtures
\$ 72,000	\$ 72,800	Total

Rug Rental: This item reflects the rental cost of runners and rugs for slip and fall protection. No increase for 2019.

Fire Extinguisher Service: This item reflects the annual inspection, service and if necessary, replacement of fire extinguishers in the police department headquarters. No increase for 2019.

Prisoner Supplies: This item covers the cost of prisoner meals and medications as well as the periodic replacement of jumpsuits, mattresses and blankets. No increase for 2019.

Janitorial Supplies: This item includes the supplies necessary to clean and maintain the police building including janitorial supplies, paint, hardware, and miscellaneous small repair parts. Based on the increasing level of maintenance required to maintain an aging building. No increase for 2019.

Pest Control: This item covers the cost of our monthly pest control service. Increase of \$300.00 2019.

Building Repairs: These funds cover the costs associated with both routine and emergency maintenance of electrical, mechanical, plumbing, and the heating and cooling systems of the 36 year old police building. There is constant maintenance, painting, replacing of flooring, ceiling tiles and a number of light fixtures throughout the building. No increase for 2019.

Furniture and Fixtures: This item covers the cost of miscellaneous furniture and fixtures of a minor nature that require replacing as needed. Increase of \$500.00 for 2019.

Florissant Police Department  
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ACCOUNT 4930: VEHICLE MAINTENANCE & REPAIRS
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<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 4,800	\$ 4,800	Vehicle Washes
\$ 45,000	\$ 45,000	Vehicle Repair
\$ 800	\$ 800	First Aid Supplies
\$ 600	\$ 600	Fire Extinguisher Service
\$ 2,000	\$ 2,000	Flares
\$ 600	\$ 600	Inspections & Licenses
\$ -	\$ 1,400	Radar Certification
\$ 8,000	\$ 10,000	Miscellaneous Vehicle Parts
\$ 61,800	\$ 65,200	TOTAL

Vehicle Washes: This line covers the cost of regular washes and periodic detailing of police vehicles. It also covers decontamination of blood or other biohazards that occur. No increase for 2019.

Vehicle Repair: This line covers the cost to repair vehicles resulting from crashes, including repairs to windshields and other repairs not normally made by the City garage. Due to changes to accounting procedures, more funds have been appropriated into this line item in FY 2017 to cover vehicle accidents. No increase is requested for 2019.

First Aid Supplies: This item covers the cost of first aid supplies including bandages, rubber gloves, breathing airways, and hand sanitizers. No increase for 2019.

Fire Extinguisher Service: This item covers the recharging or replacement of fire extinguishers carried in the police vehicles. No increase for 2019.

Flares: This covers the cost of flares used for controlling traffic at crashes and road closures. No increase for 2019.

Inspections & Licenses: This is the cost of titling all department vehicles as well as the inspection and licensing of unmarked vehicles. No increase for 2019.

Radar Certification: The cost associated with annual Radar Certification for all devices

Miscellaneous Vehicle Parts: The item covers the cost of replacing graphics on cars, replacing lost wheel covers, replacement weapons racks or radio mounts, and other miscellaneous repair parts for vehicles and bicycles. We found this year that none of the prior radio mounting equipment, computer mounts or gun racks fit in the new police vehicles, forcing the department to purchase these items for every new vehicle. Increase of \$2,000 for 2019.

Florissant Police Department  
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ACCOUNT 4932: OFFICE AND EVIDENCE SUPPLIES
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<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 3,000	\$ 3,000	Citations and Mobile Printer Paper
\$ 9,000	\$ 10,000	Computer/Server/Soft ware/Printer Parts and Repairs
\$ 1,500	\$ 1,500	Crime Prevention Supplies
\$ 10,000	\$ 15,000	Evidence Supplies
\$ 1,000	\$ 1,000	Microfilm Reader Maintenance Agreement
\$ 500	\$ 500	Drug Test Kits
\$ 15,000	\$ 16,000	Office Supplies
\$ 1,000	\$ 1,000	Intoxilyzer Repair and Supplies
\$ 1,000	\$ 1,000	Printing Services
\$ 42,000	\$ 49,000	TOTAL

Citations and Mobile Printer Paper: This reflects the cost of having citation and warning books printed to state requirements. Most citations are now generated on the mobile computers and this item also covers the cost of thermal printer paper used to print the violator's copy of citations on the mobile computers. No increase for 2019.

Computer/Printer Parts and Repairs: This covers the cost of repairing or purchasing replacement parts for computers, printers and other small office machines. Increase \$1,000 for 2019.

Crime Prevention Supplies: This line funds the cost of public relations, educational materials and promotional items for the department. No increase for 2019.

Evidence Supplies: This covers the cost of crime scene processing supplies such as fingerprinting materials, photographic media and replacement of filters and parts on technical equipment in the processing room. To replace ageing equipment used to process crime scenes. An increase of \$5,000 for 2019.

Microfilm Reader Maintenance Agreement: This is an annual maintenance and service agreement for the Record Room microfilm reader. No increase for 2019.

Office Supplies: There have been increases in supply costs. We carefully monitor consumption. Increase of \$1,000 for 2019.

Intoxilyzer Repair and Supplies: This includes the costs of maintenance and equipment for the alcohol breath testing instrument. No increase for 2019.

Printing Services: This includes the costs for printing flyers and brochures that cannot be printed in-house. No increase for 2019.

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Fiscal Year 2019 Budget

**ACCOUNT 4933: COPIER EQUIPMENT AND SUPPLIES**

<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 8,000	\$ 8,000	Copier Lease/Supplies
\$ 11,500	\$ 13,000	Printer Management Lease Toner and Supplies
\$ 2,500	\$ 2,500	Paper and Toner
\$ 22,000	\$ 23,500	TOTAL

Copier Lease: This item covers the cost of leasing and maintaining the department's one copying machine and all of the computer printers located throughout the department. No Increase for 2019.

Printer Management Lease: This item covers the continued Maintenance/Repair/Toner of all printers located with in the department. Increase of \$1,500 2019.

Paper and Toner: This item covers the cost of toner for the copier and paper used for the department's one copying machine and all of the computer printers located throughout the department. No increase for 2019.

**ACCOUNT 4934: COMMUNICATIONS SERVICES**

<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 7,500	\$ 8,000	CCTV Maintenance Agreement and Repair
\$ -	\$ 40,000	In Car Video Annual Maintenance
\$ 14,000	\$ 14,000	Radio Repair & Maintenance
\$ 2,000	\$ 2,000	Existing
\$ 125,000	\$ 125,000	REJIS Subscription & Network Charges
\$ 2,000	\$ 2,000	REJIS Record Checks for Human Resources
\$ 20,000	\$ 25,000	Wireless Data Service for Patrol Vehicles.
\$ 30,000	\$ 30,000	REJIS Professional Services
\$ 40,000	\$ 41,000	Omnigo CAD Computer Aided Dispatch/Mobil/GPS System
\$ 20,000	\$ 20,000	Global RMS and Computer Services
\$ 2,000	\$ 2,000	Audiolog Maintenance Agreement
\$ 13,000	\$ 13,000	Live Scan System Maintenance Agreement
\$ 9,000	\$ 12,000	Speed Warning Systems Data Package/ Repair Parts
\$ 1,000	\$ 1,000	Liberty Interview Systems
\$ 5,000	\$ 5,000	Dictation System Maintenance Agreement
\$ 4,000	\$ 4,000	Investigative Databases
\$ 7,500	\$ 7,500	Evidence-On-Q Software Maintenance Agreement
\$ 2,200	\$ 2,200	Oceans Systems Maintenance Agreement
\$ 2,000	\$ 2,000	Walkie-Talkie Battery Replacement
\$ 1,000	\$ 1,000	CellBrite Investigation Maintenance Agreement
\$ 2,200	\$ -	Illegal Sign Project support software and auto dialer
\$ 4,000	\$ 4,000	PlanIT Scheduling Software Maintenance Agreement
\$ -	\$ 5,500	LPR Maintenance Agreement
\$ 5,100	\$ 6,500	Power DMS Systems Maintenance Agreement
\$ 7,500	\$ 7,500	RCCEG Forensic Computer Analysis
\$ 326,000	\$ 380,200	TOTAL

Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 4934: COMMUNICATIONS SERVICES (con't)

Closed Circuit TV Maintenance Agreement: This item covers the 12 month service agreement that includes the server, software, monitors, and cameras for the police department's closed circuit TV system used to monitor the safety and security of the holdover and the perimeter of the building. Increase of \$500 for 2019.

In Car Video Annual Maintenance: The Annual Maintenance costs associated with the In Car Video System, equipment repair and associated parts.

Radio Repair and Maintenance: This item covers the cost of repair and service for the base radio system, mobile radios, emergency lighting, radar equipment, and the like. The department has a service agreement. No increase for 2019.

REJIS Subscription and Network Services: This is the cost for the Regional Justice Information Services (REJIS) used by the department to input and query arrest histories including the NCIC database, the Missouri Department of Revenue license and registration files and the regional mug shot system. Continue REJIS Professional Services. No increase for 2019.

Omnigo Computer Aided Dispatch System: The Department switched from Global CAD to Omnigo CAD in 2018. Increase of \$1000 for 2019.

Global RMS and Computer Services: This covers the maintenance and support of the Global Software for our records management, maintenance and system support on our Dell server. No increase for 2019.

Audiolog Communications Recorder Maintenance and Support: This covers the cost of the department's service agreement to provide maintenance and support for the digital recorder and software used to record, archive and playback all radio and telephone lines in the communications center. No increase for 2019.

Live Scan Maintenance and Support: This is the annual maintenance agreement for the digital fingerprinting system that links the department with state and national fingerprint files. No increase for 2019.

Speed Warning Systems: The department has Nine speed warning units. These units are portable and can be moved to various locations throughout the city. The units provide the traffic unit with important data regarding speed and traffic volume. An increase of \$3,000 is requested for 2019.

Dictation System Maintenance and Support: This is the cost of the maintenance agreement for the dictation system used for the dictation and transcription of police reports. Based on the current agreement, this will be unchanged in 2019.

Investigative Databases: The Bureau of Investigation utilizes several investigative databases. The Accurant and Leads-on-Line services are priced based on investigative transactions. No increase for 2019.

Evidence-On-Q Software Maintenance Agreement: This covers the cost of maintaining the software used to barcode and track evidence and property. This cost also covers the department inventory tracking system. No increase for 2019.

Oceans Systems Software and Maintenance and Support: This covers the cost of maintaining the software used to enhance and copy security videos to better identify suspects when utilizing video taped at crime scenes. No increase for 2019.

Florissant Police Department  
Fiscal Year 2019 Budget

**ACCOUNT 4934: COMMUNICATIONS SERVICES (con't)**

Walkie Talkie Battery Replacement: This covers the cost of periodically replacing batteries for officer's portable radios. No increase for 2019.

CellBrite Investigative Maintenance and Support: Investigative equipment used for cell phone down loading. No increase for 2019.

Illegal Sign Project Support: This is the computer software and dialing support needed for the illegal sign removal project. This system to be eliminated for 2019 as it is no longer useful.

PlanIT Scheduling Program: Software and maintenance agreement, No Increase for 2019.

LPR (License Plate Reader System) yearly maintenance agreement

Power DMS: CALEA Document and Training Management Program maintenance and support agreement, Increase of \$1,400 for 2019.

RCCEEG: Regional Computer Crimes Education and Enforcement Group: Used for the forensic analysis of computers for criminal investigations. No increase for 2019.

**ACCOUNT 4935: ARMORY SUPPLIES & GUNS**

2018	2019	LINE ITEM
\$ 12,000	\$ 14,000	Ammunition, Targets & Firearms Repairs
\$ 5,000	\$ 5,000	Less Lethal Munitions
\$ 1,000	\$ 5,000	Range Maintenance
\$ 13,500	\$ 13,500	Taser Replacement Program
\$ 600	\$ 600	Replacement of shot gun
\$ 32,100	\$ 38,100	TOTAL

Ammunition, Targets, and Firearms Repairs: This item covers the cost of ammunition used for both duty and semi-annual firearms training. It includes .40 caliber duty ammunition, .40 caliber practice ammunition, .223 caliber rifle ammunition, and 12 gauge shotgun ammunition. It also covers the cost of targets and range supplies as well as the small arms parts necessary to maintain the weaponry. An increase of \$2,000 for 2019.

Less Lethal Munitions: This item includes the on-duty and training cartridges for the Taser Electronic Control Devices, Oleoresin Capsicum (pepper spray) and the .12 gauge "bean bag" munitions. No increase for 2019.

Range Maintenance: This covers the annual cost for maintenance to the trailer and new indoor range at the Justice Center. Increase of \$4,000 for 2019.

Tasers: Numerous departments tasers were running out of warranty and useful-life. The Department switched to a more cost effective taser program which allowed the buy back of our old tasers, replacement of current tasers and extends the repair warranty. No increase for 2019.

Shotgun: The department has three shotguns manufactured in 1974 which need to be replaced. I recommend replacing 1 per year at a cost of \$600. The shot gun taken out of service will be retained and used for training.

Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 4942: DUES, TRAVEL, & TRAINING
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<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 16,000	\$ 16,000	St. Louis County & Municipal Academy
\$ 2,000	\$ 2,000	Police Canine Training
\$ 15,000	\$ 15,000	Training Seminars/Travel Expenses
\$ 7,500	\$ 7,500	Command Level Management Training
\$ 6,000	\$ 6,000	Organizational Memberships
\$ 1,000	\$ 2,000	Special/Liquor Investigations
\$ -	\$ 5,000	Surveillance Rental Car Account Fund
\$ 8,000	\$ 8,000	Training Materials and Computer Based Training
\$ 2,000	\$ 2,000	Chief's Expense Account
\$ 1,000	\$ 1,000	Miscellaneous Petty Cash
\$ 3,000	\$ 3,000	Canine Expenses
\$ 1,400	\$ 1,400	Major Case Squad Training
\$ 1,500	\$ 1,500	Random Drug Testing
\$ 1,600	\$ 1,600	Lab Testing for DWI and Forensic investigative cases
\$ 500	\$ 500	Valley of Flowers Festival Expense
\$ 1,000	\$ 1,000	Explorer Post
\$ 2,000	\$ 2,000	Polygraph Certification Conference
	\$ 1,400	CALEA Accreditation Manager Certification
\$ 2,000	\$ 2,000	CALEA Conference
\$ 2,000	\$ 2,000	IACP Conference
\$ 4,800	\$ 4,800	Accreditation Fees
\$ 500	\$ 500	Citizens Emergency Response Team, CERT
\$ 2,000	\$ 2,000	Police Fitness Trainer Recertification/Training
\$ -	\$ 2,500	Internal Affairs Investigation Training
\$ -	\$ 1,800	National Information Officers Association Conference
\$ -	\$ 1,700	Media/Public Relations Training
\$ -	\$ 3,000	Honor Guard Training
\$ 500	\$ 500	SRO program supplies
\$ 6,000	\$ 6,000	Community Outreach
\$ 87,300	\$ 103,700	TOTAL

St. Louis County & Municipal Police Academy: The department is a member of the County & Municipal Police Academy (CMPA) which provides recruitment and in-service training programs. No increase for 2019.

Police Canine Training: This covers the cost of in-service training for our four canine teams. No increase for 2019.

Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 4942: DUES, TRAVEL, & TRAINING (con't)

Training Seminars/Travel Expenses: This funds the training of officers and staff at locations other than the academy as well as the cost of transportation and lodging for out of town travel. No Increase for 2019.

Command Level Management Training Academy: For a Commander to attend one of the following management training institutions: FBI National Academy, Southern Police Institute or Missouri Police Chiefs Association Command College (MOPCA). No increase for 2019

Organizational Memberships: This line item includes the cost of memberships for our officers and staff in organizations that benefit the agency and the community. No increase for 2019.

Special Investigations Fund: These funds cover the cost of narcotics and liquor investigations as well as informant funds. We have an increase of overdose investigations. An increase for \$1,000 2019.

Surveillance Rental Car Account Fund: To establish a account fund so that during an investigation when a vehicle is needed for a surveillance, this vehicle can be obtained through a local car rental company

Training Materials and Computer Based Training: This item provides funding for computer based legal training. The city's liability insurance carrier recognizes the value of this each year with premium rebates that offset much of the cost of the training. No increase for 2019.

Chief's Expense Account: This line is used to fund meetings and various incidental expenses relative to my position. No Increase for 2019.

Canine Expenses: The department has four canine teams and this item covers food, equipment and supplies necessary to insure the care and training of the four animals. No increase for 2019.

Major Case Squad Training: The funding covers the membership and training of our officers in the Major Case Squad of Greater St. Louis. No increase for 2019.

Random Drug Testing: The city contracts for random drug screening of all sworn officers and civilian employees as well as reserve officers. In addition to the actual testing, the contractor arranges the random draw. No increase for 2019.

Laboratory Testing for DWI and Forensic Investigative Cases: The department has an agreement with a local provider for the forensic analysis of samples in investigations. No increase for 2019.

Valley of Flowers Festival Expenses: This expenditure is the cost of meals for officers working the fair grounds during the Valley of Flowers festival. No increase for 2019.

Explorer Post: This amount, combined with their fund raisers, covers the cost of our Explorer Scouts to attend the national conference. No increase for 2019.

Polygraph Certification Conference: The department has two certified polygraph examiners who must attend bi-annual certification by the American Polygraph Association. One examiner attends each year. No increase for 2019.

CALEA Accreditation Manager Certification: CALEA requires that each agency have a Accreditation Manger that is certified. The department would like to send two officers through this online training.

CALEA & IACP Conference: These conferences provide valuable information on new technology, legal issues and training on many issues concerning law enforcement and the community. No Increase for 2019.

Florissant Police Department  
Fiscal Year 2019 Budget

**ACCOUNT 4942: DUES, TRAVEL, & TRAINING (con't)**

Accreditation Fees: The department received it's Sixth consecutive three year accreditation by CALEA in 2016. Accreditation has resulted in a discount in our liability insurance premium, more than offsetting the accreditation fees. No Increase for 2019.

CERT Training: This expenditure is the cost of training materials and equipment necessary for the Citizen Emergency Response Team (CERT). No increase for 2019.

Training for Polygraph Examiner: This training is to certify a member of the department as a certified Polygraph Examiner. No funds need for 2019

Internal Affairs Investigations Training: To send investigators to FBI LEEDA training on conducting internal affairs investigations.

National Information Officers Association Conference: Training conference for public information officers on topics and events from throughout the United States

Media/Public Relations Training: FBI-LEEDA PIO Training class for Department PIO Officer

Honor Guard Training: To send to officers to the National Honor Guard Training Academy to receive professional training for the Department Honor Guard Unit.

SRO Program Supplies: This expenditure covers miscellaneous materials and supplies for the School Resource Officers. No increase for 2019.

Community Outreach: This item will be used for community outreach programs that will foster positive law enforcement relationships with the youth and general public. No increase for 2019.

**ACCOUNT 4961: CAPITAL ADDITIONS (General Fund - Asset Forfeiture)**

<u>2018</u>	<u>2019</u>	
\$ 197,610	\$ -	TOTAL

These Capital Additions are appropriated utilizing asset forfeiture revenues as received during the fiscal year.

**ACCOUNT 4975: GASOLINE CONTROL ACCOUNT**

<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 65,000	\$ 65,000	Unleaded Gasoline Control Account
\$ 65,000	\$ 65,000	TOTAL

This is the account used only by the Finance Department to conduct internal transactions or cross charges between each department using the unleaded gasoline supply at the police department. All gasoline ultimately used by the police department is purchased under account 4927. No increase for 2019.

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Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 17-6149: CAPITAL ADDITIONS (Public Safety Fund)
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<u>2019</u>	LINE ITEM
\$ 40,000	Drone (UAV)
\$ 35,000	Off Duty Weapons Purchase
\$ 20,000	Mobile Video Surveillance System
\$ 10,000	Portable Drug Incinerator
\$ 23,000	Upgrade to Microsoft Office 2019 all computers
\$ 35,000	Interviewrooms Recording Systems Replacement
\$ 50,000	Replacement Records Management System
\$ 80,000	Replacement of mobile car computers/printers/devices and related equipment.
\$ 25,000	Replacement of desktop computers and related items
\$ 60,000	Replace,upgrade and expand security cameras and equipment
\$ 12,000	Networking Infrastructure Upgrade
\$ 20,000	Replace Servers and related equipment.
\$ 18,500	Seven mobile Radar units for vehicles
\$ 75,000	3D Total Station with associated hardware,software
\$ 3,000	Door Breach Equipment Kits
\$ 5,500	Industrial Shelving for Evidence Room
\$ 25,000	Paint/Resurface Interior Doors and Frames Project
\$ 45,000	Replace/Overlay All Flooring in Building
\$ 38,000	Police Headquarters Fence
\$ 1,500	Binoculars for surveillance
\$ 6,000	Microfilm Reader Machine
\$ 20,000	Computer Systems Backup/Related security software
\$ 50,000	Upgrade/Reconfiguer both locker rooms in building
\$ 15,000	Continue Office reconfigure and work station update
\$ 712,500	TOTAL

Drone (UAV) : Purchase a Drone, related equipemnt and train department personnel. This is to be used for missing persons, major events and other events as needed.

Off Duty Weapons Purchase: The Department would purchase an off duty weapon for each officer. This purchase would provide each officer with a more conclerable weapon that can be carried when they are off duty as required.

Mobile Video Surveillance System: Cameras and related equipement. These cameras could be put up at locations for criminal activity or used at evnts to monitor conditions during the events. They can be monitored remotely.

Portable Drug Incinerator: to safely destroy illicit drugs and narcotics. The department is no longer allowed to use ofther incinerators as in the past to distroy drugs this will allow the destruction here at the station.

Upgrade to Microsoft Office 2019 on all computers.

Florissant Police Department  
Fiscal Year 2019 Budget

Interviewrooms Recording System Replacement: To install interviewroom recording system in the Replacement Records Management System: The Department needs to replace its Records Management System as the current vendor is stopping the support for the system and it is starting to fail.

Replacement Mobile Car Computers: The annual replacement of mobile car computers, printers, electronic devices, and related equipment. Many of the printers, docking stations and modeums along with all windows 7 computers need to be replaced to windows 10 to stay within state compliance.

Replacement of Desk Top Computers: The department utilizes 80 desk top personal computers and small servers through the station. These are used for everything from operating maps and radios, tracking evidence and storing photographs, to transcribing and retrieving reports. It is necessary to periodically update the computers and operating systems. To avoid a mass purchase of hardware and software in any one year, I propose a regular replacement cycle of one fifth of these computers each year. The computers will have to be updated to new windows 10 system to stay within state compliance

Replace, upgrade and expand security cameras and equipment: This project would upgrade security cameras and systems in the police headquarters building. This will also be expanded to other city buildings that currently need cameras ,which would allow them to be monitored by the police department after hours.

Networking Infrastructure Upgrade: Continuing the network cabling and switching project which was started in 2017. Continue to upgraded and replace in order for computers, phones and other related equipment to function properly. This project is will be completed in 2019

Replace Servers/laptops and related equipment: The department utilizes several servers that need to periodically upgraded or replaced.

(7) mobile radar units for vehicles: Used to monitor and control traffic on city streets. Units mounted in police vehicles are old and repair parts are no longer available.

3D Total Station associated hardware and software: To be used for the 3D diagramming of crime scenes and fatal crash scenes.

Door Breach Equipment: Door Breach Equipment Kit to be carried in supervisor vehicles to be used when needed to gain entry into building.

Industrial Shelving for Evidence Room: Shelving needed to better organize and store evidence

Paint/Resurface Interior Doors and Frames Project: To strip and repaint/resurface interior doors and frames in the building. Also purchahse new door hardware which is worn and is in need of replacing

Replace/Overlay all Flooring in Building: Replace/Overlay all flooring carpet and tile throughout building which is coming lose and finish is worn.

Police Headquarters Fence: To fence in the sides and rear area of the Police Headquarters property for the safety and security of the building

Binoculars for Surveillance: high quality Binoculars for surveillance and general duties

Microfilm Reader Machine Replacement: The Departments current microfilm machine is over 20 years old. It is need of repair and parts are no longer available.

Computer Systems Backup/Related Security Software: Hardware and Software maintenance for various backup systems. Need to go to a three level solution for better protection.

Locker Rooms Upgrade: The Department needs to Upgrade/Reconfiguer both locker rooms located in the building. new lockers, plumbing and fixtures.

Police Building Offices: Several offices need to be reconfigured and the work stations updated.

Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 17-6149: CAPITAL ADDITIONS (Public Safety Fund - Vehicles)
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VEHICLES:

2019

\$	234,500	Purchase of seven new vehicles and related equipment at \$33,500 each
		Purchase of one new Chevrolet Tahoe Police Vehicles and related equipment at 36,000.
\$	36,000	
\$	36,000	Purchase of one new full size pick up truck at 36,000.
		Trade in value of eight patrol vehicles - those vehicles in reasonably good shape will be
\$	-	retained and utilized in other departments
\$	19,800	Radio/Emergency equipment installation at \$2,200 each for nine new vehicles.
\$	326,300	Net Cost of New Vehicles

Vehicle Replacement: The department has a fleet of 45 automobiles ranging in age from 2010 to 2018. In 2019 we need to replace nine Police vehicles.

Radio/Emergency Equipment: I am requesting \$19,800 to cover the cost of installation of the radios and emergency equipment.

Trade-in Value: The eight vehicles taken out of service will not be disposed of unless they are deemed to be in extremely poor condition. The vehicles will be transferred to other city departments in an effort to maximize the city's investment in these vehicles.

	<u>2018</u>	<u>2019</u>
<b>Total Budgeted Expenditures</b>	<b>\$ 12,280,665</b>	<b>\$ 11,903,356</b>

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**MEDIA DEPARTMENT**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
7000-Salaries	\$ 120,491	\$ 131,042	\$ 103,000	\$ 102,000
7000-Employees' Benefits	\$ 41,748	\$ 45,202	\$ 51,547	\$ 51,472
7014-Contract Services	\$ -	\$ -	\$ 24,035	\$ 24,035
7030-Equipment Repair	\$ 732	\$ 3,000	\$ 3,000	\$ 3,000
7032-Office Supplies & Maint.	\$ 1,367	\$ 2,000	\$ 2,000	\$ 2,000
7033-Materials & Supplies	\$ 1,958	\$ 2,500	\$ 2,500	\$ 2,500
7042-Dues, Travel, Training	\$ 434	\$ 2,000	\$ 2,000	\$ 2,000
7050-Professional Service	<u>\$ 28,089</u>	<u>\$ 28,900</u>	<u>\$ 25,900</u>	<u>\$ 25,900</u>
Total	\$ 194,819	\$ 214,644	\$ 213,982	\$ 212,907

**PERSONNEL SERVICES**

Full-time	\$ 93,423	\$ 105,340	\$ 98,000	\$ 98,000
Part-time	\$ 23,680	\$ 24,035	\$ -	\$ -
Overtime	\$ 3,388	\$ 1,667	\$ 5,000	\$ 4,000
Contract Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 24,035</u>	<u>\$ 24,035</u>
Total Personnel Services	\$ 120,491	\$ 131,042	\$ 103,000	\$ 102,000

**PERSONNEL SCHEDULE**

Media/TV Station Manager	1.00
Video Specialist	<u>1.00</u>
Total	2.00

Total Personnel	<u>2.00</u>	Full-time 2.00 Full-time Equivalent (Part-time) 0.00
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# Media Department Budget Request: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 7000 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 152,209</b>	<b>\$ 153,472</b>
Salaries - Full-Time	Sub Total	105,340	98,000
Full-time Employees			
Media/TV Station Manager		1	1
Video Specialist		1	1
Total full-time employees		2	2
Salaries - Overtime	Sub Total	1,667	4,000
Benefits			
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability	Sub Total	\$ 45,202	\$ 51,472
<b>Contract Services</b>		<b>\$ 24,035</b>	<b>\$ 24,035</b>
Council Meetings	Total	6,960	6,960
Director - \$75 @ 24 productions		1,800	1,800
Assistant Director - \$50 @ 24 productions		1,200	1,200
2 Camera Persons - \$45 @ 24 productions		2,160	2,160
Host - \$75 @ 24 productions		1,800	1,800
Valley of Flowers	Total	1,075	1,075
3 Videographers - @ \$125 each		200	200
Director - @ \$200		150	150
Asst. Director @ \$150		375	375
Audio Engineer @ \$150		150	150
2 Production/Office Assistants @ \$100		200	200
Additional Contract Help As Needed	Total	16,000	16,000
Location Videographer		5,000	5,000
Contract Editor		5,000	5,000
Contract Producer - special programs		6,000	6,000
<b>Account 7030 - Equipment Repair</b>	<b>Total</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>
<b>Account 7032 - Office Supplies and Maintenance</b>	<b>Total</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
<b>Account 7033 - Materials and Supplies</b>	<b>Total</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
<b>Account 7042 - Dues, Travel and Training</b>	<b>Total</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
<b>Account 7050 - Professional Services</b>	<b>Total</b>	<b>\$ 28,900</b>	<b>\$ 25,900</b>
Mailing costs for "Florissant Focus" - \$2,250 x 4 issues		7,500	9,000
Postage for 4 issues of the "Florissant Focus" x \$4,000 per issue		21,250	16,000
Electronic Bulletin Board Music		150	150
<b>Total Budgeted Expenditures</b>		<b>\$ 214,644</b>	<b>\$ 212,907</b>
<b>Account 0361 - Capital Additions (Capital Improvement Fund)</b>	<b>Total</b>	<b>\$ -</b>	<b>\$ 80,000</b>
Council Chambers Video Broadcasting Upgrade & Closed Captioning Compliance		0	80,000

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City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**03 - CAPITAL IMPROVEMENT FUND**

	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
<b><u>REVENUE</u></b>				
Capital Improvement Sales Tax	\$ 3,454,415	\$ 3,500,000	\$ 3,642,700	\$ 3,642,700
Interest	\$ 12,821	\$ -	\$ -	\$ -
Grants & Reimbursements	<u>\$ 234,268</u>	<u>\$ 494,968</u>	<u>\$ 123,828</u>	<u>\$ 123,828</u>
Total Budgeted Revenue	\$ 3,701,504	\$ 3,994,968	\$ 3,766,528	\$ 3,766,528
Less Total Budgeted Expenditure			<u>\$ (3,619,900)</u>	<u>\$ (3,649,900)</u>
Equal Revenue Over/(Under) Expenditure			\$ 146,628	\$ 116,628
Plus Estimated Beginning Fund Balance			<u>\$ 363,688</u>	<u>\$ 363,688</u>
Equal Estimated Ending Fund Balance			\$ 510,316	\$ 480,316

**EXPENDITURES**

0320-Debt Payment	\$ 576,664	\$ 399,000	\$ 399,000	\$ 399,000
0329-Building Maint. & Supplies	\$ 59,754	\$ 68,500	\$ 70,000	\$ 70,000
0330-Equip. Repairs - Vehicles	\$ 179,441	\$ 155,000	\$ 150,000	\$ 150,000
0333-Materials & Supplies	\$ 71,943	\$ 100,000	\$ 110,000	\$ 110,000
0334-Street Markings	\$ 17,414	\$ 12,500	\$ 22,500	\$ 22,500
0339-Ice/Snow Removal	\$ 56,375	\$ -	\$ -	\$ -
0350-Professional Service	\$ 352,088	\$ 854,410	\$ 365,700	\$ 365,700
0351-Street Lighting	\$ 557,533	\$ 500,000	\$ 515,000	\$ 515,000
0352-Street Contracts	\$ 1,567,577	\$ 1,460,000	\$ 950,000	\$ 950,000
0353-Bridge Repair & Maint.	\$ 140	\$ 50,000	\$ 55,000	\$ 55,000
0354-Sidewalk Repairs	\$ 121,419	\$ 150,000	\$ 150,000	\$ 150,000
0361-Capital Additions	<u>\$ 849,831</u>	<u>\$ 585,334</u>	<u>\$ 832,700</u>	<u>\$ 862,700</u>
Total	\$ 4,410,179	\$ 4,334,744	\$ 3,619,900	\$ 3,649,900

Capital Improvement Fund Budget: 2019

2018

2019

<b>Account 0320 - Debt Payment</b>	<b>Total \$</b>	<b>399,000</b>	<b>\$ 399,000</b>
2011 Certificates of Participation: Principle, interest and misc. fees		44,000	44,000
2016 Special Obligation Bonds: Principle, interest and misc. fees		355,000	355,000

<b>Account 0329 – Building Maintenance &amp; Supplies</b>	<b>Total \$</b>	<b>68,500</b>	<b>\$ 70,000</b>
Janitorial Supplies for City Hall, Government Building and City Garage ... HVAC maintenance and repairs at City Hall, Government Building and City Garage buildings: includes air-handler filters, belts, dryers, Freon, compressors, motors, bearings, replace emergency light batteries, roof Overhead door maintenance and repairs at City Garage, as needed Garage hoist maintenance and repairs, fuel pump maintenance and repairs, waste disposal, as needed yearly ... Carpet cleaning and new entryway mats; elevator maintenance contract ... Miscellaneous building maintenance materials: lumber, nails, paint, glass, sealants, electrical and plumbing supplies, Christmas / Seasonal 1 each Vacuum Cleaner at \$1,100			

<b>Account 0330 – Equipment Repairs – Vehicles</b>	<b>Total \$</b>	<b>155,000</b>	<b>\$ 150,000</b>
Includes maintenance of major equipment and trucks for the Street Department, minor pieces of equipment for the Street Department, Police Department cars, motorcycles, and equipment, Health Department, Park Department, and Golf Course vehicles and equipment ... also old police Miscellaneous automotive parts and supplies, brakes, tune-up kits, tools, etc. Tire repairs, purchase, service; dealer parts & service; small engine parts & service; heavy equipment parts, service & supplies; street sweeper parts & supplies; transmission parts, service & supplies; radio, radiator and A/C Miscellaneous: mufflers, exhaust work, batteries, lights, radio work, upholstery, glass, parts, service and supplies, lubricants and fluids, towing, Major equipment and vehicle repairs, accident repairs ... Emission testing per Department of Natural Resources Clean air Regulations Diagnostic equipment and software system updates ...			

Capital Improvement Fund Budget: 2019

2018

2019

<b>Account 0333 – Materials &amp; Supplies</b>	<b>Total</b>	<b>100,000</b>	<b>110,000</b>
Concrete pavement replacement: ready mix, rock, expansion joint material, reinforcing steel, wire mesh, curing compound, plastic, dowels, etc. ...		70,000	70,000
Mudjacking: Portland Cement and Aggregate Lime ...		3,000	3,000
Asphalt pavement replacement: 200 tons surface mix, 200 tons curb mix, 150 tons black-crete, 1,500 gallons SS1H asphalt emulsion, other asphalt products and supplies ...		15,000	16,000
Crack sealing: 10,000 gallons Asphalt emulsion, 100 tons rock ...		2,500	5,000
Replacement chain saws, vibrators, minor tools and equipment ...		2,000	3,000
Miscellaneous: grass seed, fertilizer and sod; sand for sandblasting, lumber, nails, plastic, concrete saw blades and drill bits, traffic safety flagging, lights, rain gear, batteries, etc., barricades, barrels, lights, hand tools (brooms, shovels, rakes, etc.), ice (summer water coolers), fence materials, concrete form materials, pins, tie-rods, etc.; equipment and tool rental ...		7,500	13,000

<b>Account 0334 – Street Markings</b>	<b>Total \$</b>	<b>12,500</b>	<b>\$ 22,500</b>
Channel posts, street name posts, die cutters for numbers			
Sign faces - reflective material, sign blanks – aluminum, sign brackets			
Street marking paint, reflective marking beads			
Construction/traffic control signs			
Miscellaneous materials (delineators, batteries, tape, keel, traffic count tape, spray traffic paint for marking)			12,000
Seasonal (Christmas/Spring/Summer/Fall) decorations & banners on North Lindbergh, rue St. Francois, Civic Centers and other locations ...			10,000
Adopt-A-Street Program: signs, vests, misc. supplies ...			500

<b>Account 0339 – Ice/Snow Removal</b>	<b>Total \$</b>	<b>-</b>	<b>\$ -</b>
Salt		0	
Calcium Chloride		0	

<b>Account 0350 – Professional Services</b>	<b>Total \$</b>	<b>854,410</b>	<b>\$ 365,700</b>
Audit		2,100	2,100
Bank Fees		600	600
REJIS Commission GANet Subscription & Service		4,500	4,500
GIS (Geographic Information System) Web-Based Mapping Project ...		40,000	0
General Engineering and Design Services		10,000	10,000
RFP's for Redevelopment Projects		0	0
Annexation Projects (Research, Maps, Copying Costs, Application Fees)		0	0
Old Town and N. Hwy 67 Enhancement Maintenance / Mowing / I 270		90,000	200,000
East-West Gateway Grant Applications		10,000	10,000
Troubleshooting & repairs to Electrical & HVAC Energy Controls at various city buildings (service, upgrades, repairs, inspections)		25,000	25,000
Emergency Asbestos Removal by Contractor (all City buildings)		10,000	10,000
Plaques for "Walk Through History"		2,500	2,500

Capital Improvement Fund Budget: 2019

	<u>2018</u>	<u>2019</u>
Consulting services: PW special projects, security system inspections, etc.	4,500	4,500
Cleanup, repair and/or demolition of derelict/dangerous residential/commercial properties, including graffiti removal, trash/debris/junk removal, grass/weed cutting, tree/brush/vegetation removal, various landscaping/building repairs/work as needed ... by the City and/by Contractor (i.e. Annual Handyman Services contractor, Annual Tree Services contractor, etc.) ...	35,000	40,000
St. Anthony Lane bridge replacement	0	0
Records Scanning	0	15,000
Records & Document Destruction	1,500	1,500
North Lafayette Street Reconstruction - Phase I ROW acquisition	0	0
North Lafayette Street Reconstruction - Phase II ROW acquisition	0	0
Pedestrian Signal Replacement on Derhake at Robinwood Elementary School ... this is an 80% grant reimbursement project ... Construction in 2018 budget year... (\$91,828 grant/\$22,957 city)	114,785	0
Bike & Pedestrian Master Plan ... a joint project with Trailnet	0	40,000
St. Ferdinand & N. Hwy 67 Improvements to St. Ferdinand Park: Engineering, Planning, & Environmental Study (an E-W Gateway 80% reimbursement grant project) ...(\$32,000 grant/\$8,000 city)	40,000	0
St. Anthony Lane bridge replacement - ORD 8391	463,925	

<b>Account 0351 – Street Lighting</b>	<b>Total \$</b>	<b>500,000</b>	<b>\$</b>	<b>515,000</b>
Average annual street light charge ...		470,000		480,000
New and Replacement Streetlights in areas as needed		15,000		15,000
Clean and Paint 75ea. Decorative Street Lights on N. Hwy 67		0		0
Clean and Paint 70ea. Decorative Street Lights on rue St. Francois		0		0
Decorative Streetlight Repair/Replacement in all areas as needed		15,000		20,000

<b>Account 0352 – Street Contracts</b>	<b>Total \$</b>	<b>1,460,000</b>	<b>\$</b>	<b>950,000</b>
Slurry Seal Maintenance Work		950,000		400,000
Concrete Pavement Replacement Work		450,000		500,000
Major Street Repairs and Asphalt Overlay		100,000		50,000
ORD 8451 - TRANS TO 03-2900 & 03-3001		(40,000)		

<b>Account 0353 – Bridge Repair &amp; Maintenance</b>	<b>Total \$</b>	<b>50,000</b>	<b>\$</b>	<b>55,000</b>
Miscellaneous Bridge Repairs by Contractor		45,000		45,000
Bridge Repairs/Maintenance by City		5,000		10,000

<b>Account 0354 – Sidewalk Replacement</b>	<b>Total \$</b>	<b>150,000</b>	<b>\$</b>	<b>150,000</b>
Sidewalk Program by Contractor		145,000		150,000
Tree Removals		5,000		

## Capital Improvement Fund Budget: 2019

20182019

<b>Account 0361 – Capital Additions</b>	<b>Total</b>	<b>\$ 585,334</b>	<b>\$ 862,700</b>
Account 036136 – Capital Additions/Information Technology	Total	<u>41,500</u>	<u>134,700</u>
Replace computers, laptops, monitors, tablets, printers and related software in various departments		25,000	79,700
1055 St. Francois, Conference Room, I.T. Offices, Server Equipment and Supplies			55,000
Replace two network switches		4,500	
Replace two servers		12,000	
Account 036139 – Capital Additions/Senior Center	Total	<u>0</u>	<u>63,500</u>
Remodel of facilities including vinyl flooring, 6 computer stations, cubicles, projector, tables, chairs, and office furniture.			
Account 036140 – Capital Additions/Administration	Total	<u>0</u>	<u>14,000</u>
Desk for Assistant Director of Finance and task chairs for admin personnel			2,000
Output Processor module to facilitate document distribution and access			12,000
Account 036141 – Capital Additions/Court	Total	<u>0</u>	<u>0</u>
Account 036142 – Capital Additions/Health Department	Total	<u>15,200</u>	<u>61,000</u>
1 each 48" Walk Behind Mower w/velkie		6,200	0
1 each Zero Turn 54" Mower, John Deere or equal		9,000	0
Garage door replace/rebuild with man door			6,000
Garage door replace/rebuild			5,000
2 Each 3/4 ton Pickups			50,000
1 24 Passenger Senior Citizen Van \$100,000			0
Account 036148 – Capital Additions/Public Works	Total	<u>73,000</u>	<u>509,500</u>
<u>Streets</u>		<u>0</u>	<u>139,500</u>
Sign cutter/plotter for sign shop			6,500
Hand Squeeze roller for sign shop			3,000
Brine Plant			130,000
<u>Engineering</u>		<u>0</u>	<u>0</u>
<u>Building</u>		<u>73,000</u>	<u>370,000</u>
Furnishings, carpeting, etc... for PW office remodeling		60,000	20,000
20 each iPads to replace existing iPads for inspectors at		13,000	0
Install Fire Alarm in City Hall, Govt Building, JFK, JJE & Justice Center			50,000
HVAC replacement for City Hall			300,000
Account 036149 – Capital Additions/Police	Total	<u>455,634</u>	<u>0</u>
Upgrade 2 Existing Bathrooms in building		16,000	
Office reconfigure and work station update		15,000	
Justice Center Improvements - ORD 8409		424,634	
Council Chambers Video Broadcasting Upgrade & Closed Captioning Compliance			
Account 036170 – Capital Additions/Media	Total	<u>0</u>	<u>80,000</u>
Council Chambers Video Broadcasting Upgrade & Closed Captioning Compliance			
<b>Total Budgeted Expenditures</b>		<b>\$ 4,334,744</b>	<b>\$ 3,649,900</b>

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City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**09 - PARK IMPROVEMENT FUND**

	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
<b><u>REVENUE</u></b>				
Park Improvement Sales Tax	\$ 3,381,987	\$ 3,275,000	\$ 3,534,000	\$ 3,534,000
Interest	\$ 2,422	\$ -	\$ 2,000	\$ 2,000
Miscellaneous Revenue	\$ 20,783	\$ 526,000	\$ 526,000	\$ 532,400
Total Budgeted Revenue	\$ 3,405,191	\$ 3,801,000	\$ 4,062,000	\$ 4,068,400
Less Total Budgeted Expenditure			\$ (4,078,020)	\$ (4,235,020)
Equal Revenue Over/(Under) Expenditure			\$ (16,020)	\$ (166,620)
Plus Estimated Beginning Fund Balance			\$ 782,331	\$ 782,331
Equal Estimated Ending Fund Balance			\$ 766,311	\$ 615,711

**EXPENDITURES**

0900-Salaries	\$ 961,779	\$ 1,024,328	\$ 842,861	\$ 1,012,861
0900-Employee Benefits	\$ 368,414	\$ 374,708	\$ 394,184	\$ 394,184
0900-Residency Incentive Program	\$ 12,950	\$ 16,600	\$ 14,400	\$ 14,400
0920-Debt Payment	\$ 1,008,853	\$ 882,000	\$ 876,000	\$ 876,000
0921-Uniforms & Allowances	\$ 13,917	\$ 15,975	\$ 17,000	\$ 17,000
0927-Gas & Oil	\$ 42,161	\$ 64,000	\$ 66,500	\$ 66,500
0928-Merchandise	\$ 47,767	\$ 31,750	\$ 36,600	\$ 36,600
0929-Bldg., Maint., & Supplies	\$ 137,675	\$ 149,600	\$ 121,800	\$ 121,800
0930-Maintenance/Supplies	\$ 85,109	\$ 78,125	\$ 75,825	\$ 75,825
0931-Recreation Supplies	\$ 35,329	\$ 43,000	\$ 45,500	\$ 45,500
0932-Office Supplies & Maint.	\$ 20,731	\$ 32,800	\$ 38,300	\$ 38,300
0933-Materials & Supplies	\$ 119,787	\$ 123,300	\$ 133,300	\$ 133,300
0942-Dues, Travel, Training	\$ 7,995	\$ 18,160	\$ 19,360	\$ 19,360
0950-Professional Services	\$ 158,959	\$ 255,240	\$ 258,740	\$ 258,740
0951-Pavement Repairs	\$ 7,293	\$ 5,000	\$ 20,000	\$ 20,000
0954-Publicity	\$ 8,632	\$ 9,300	\$ 16,300	\$ 16,300
0956-Insurance	\$ 46,385	\$ 50,000	\$ 50,000	\$ 50,000
0961-Capital Additions	\$ 431,690	\$ 1,346,622	\$ 1,051,350	\$ 1,038,350
Total	\$ 3,515,425	\$ 4,520,508	\$ 4,078,020	\$ 4,235,020

**PERSONNEL SERVICES**

Full-time	\$ 821,187	\$ 867,535	\$ 842,861	\$ 842,861
Part-time	\$ 107,975	\$ 130,126	\$ 135,000	\$ 135,000
Overtime	\$ 32,616	\$ 26,667	\$ 33,333	\$ 35,000
Total Personnel Services	\$ 961,779	\$ 1,024,328	\$ 1,011,194	\$ 1,012,861

**PERSONNEL SCHEDULE**

Park Maintenance - full-time

Park Superintendent	1.00
Class "A" Foreman	1.00
Forester I	1.00
Class "A" Person	5.00
Class "B" Person	4.00
Class "C" Person	5.00
Total	17.00

Part-time and Seasonal Staff

Park Maint. p/t	1.45
Park Maint. - Summer Laborers p/t	4.10
Total	5.55

Total Personnel

22.55

Full-time 17.00  
Full-time Equivalent (Part-time) 5.55

**Park Improvement Fund Budget: 2019**

		<u>2018</u>	<u>2019</u>
<b>Account 0900 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 1,415,636</b>	<b>\$ 1,421,444</b>
Salaries - Full Time	Sub	\$ 867,535	\$ 842,861
<u>Full-time employees</u>			
Park Superintendent		1	1
Class "A" Foreman		1	1
Forester I		1	1
Class "A" Person		5	5
Class "B" Person		4	4
Class "C" Person		<u>5</u>	<u>5</u>
Total full-time employees		17	17
Salaries - Overtime	Sub	\$ 26,667	\$ 35,000
Salaries - Part Time	Sub	\$ 130,126	\$ 135,000
<u>Part-time Employees</u>			
Park Maintenance (Part-time):			
29 hours x 52 weeks = 1,508 hours x 2 Laborers = 3,016 hours			
3,016 hours x 2nd year rate		3016	3,016
Park Maintenance (Seasonal):			
40 hours x 15 weeks = 600 hours x 11 Laborers = 6,600 hours			
6,600 hours x 3rd year rate		6,600	6,600
32 hours x 30 weeks = 960 hours x 2 Laborers = 1,920 hours			
1,920 hours x 3rd year rate		1,920	1,920
Total part-time hours		11,536	11,536
Employee Benefits	Sub	\$ 374,708	\$ 394,184
F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability			
Residency Incentive Program	Sub	\$ 16,600	\$ 14,400
(12) employees at \$100 per month			
<b>Account 0920 - Debt Payment</b>	<b>Total</b>	<b>\$ 882,000</b>	<b>\$ 876,000</b>
2011 Certificates of Participation: Principle, interest and misc. fees		543,000	537,000
2016 Special Obligation Bonds: Principle, interest and misc. fees		339,000	339,000

**Park Improvement Fund Budget: 2019**

<b>Account 0921 - Uniforms and Allowances</b>	<b>Total</b>	<b>\$ 15,975</b>	<b>\$ 17,000</b>
<u>44 Centers</u>	Sub	<u>3,950</u>	<u>4,600</u>
Full-time Custodial Uniforms (4 employees @ \$300)		1,200	1,200
Staff T-Shirts/Polo Shirts		2,000	2,500
JJE Lifeguard T-Shirts and Swimsuits		750	900
 <u>45 Summer Playground</u>	 Sub	 <u>975</u>	 <u>1,000</u>
Staff T-Shirts		975	1,000
 <u>46 Bangert Pool</u>	 Sub	 <u>2,350</u>	 <u>2,700</u>
Staff T-Shirts		850	1,000
Swimsuits		1,500	1,700
 <u>56 Koch Pool</u>	 Sub	 <u>0</u>	 <u>0</u>
 <u>47 Parks</u>	 Sub	 <u>8,700</u>	 <u>8,700</u>
Full-time Park Uniforms (17 employees @ \$300)		5,100	5,100
Staff T-Shirts (seasonal staff)		1,650	1,650
Ranger Uniforms		1,950	1,950
 <b>Account 0927 - Gas and Oil</b>	 <b>Total</b>	 <b>\$ 64,000</b>	 <b>\$ 66,500</b>
<u>44 Centers</u> - Propane for Zamboni and gasoline/diesel for various equipment		3,000	5,500
<u>47 Parks</u>		61,000	61,000
 <b>Account 0928 - Merchandise</b>	 <b>Total</b>	 <b>\$ 31,750</b>	 <b>\$ 36,600</b>
<u>40 Skate Shop</u> - Resale of skate and pro shop items	Sub	<u>500</u>	<u>500</u>
 <u>44 Centers</u>	 Sub	 <u>19,250</u>	 <u>20,100</u>
Resale items for Customer Service Desk		500	500
Beer for facility functions and concessions		500	350
Beverages for Rink concessions and vending machines		17,000	18,000
Special city sponsored or theatrical events		500	500
Miscellaneous supplies		750	750
 <u>47 Parks</u>	 Sub	 <u>12,000</u>	 <u>16,000</u>
St. Ferdinand Park and Koch Park Cart operations		0	0
Bangert Park and Pool		12,000	16,000
Koch Park and Pool		0	0

**Park Improvement Fund Budget: 2019**

<b>Account 0929 - Building Maintenance and Supplies</b>	<b>Total</b>	<b>\$</b>	<b>149,600</b>	<b>\$</b>	<b>121,800</b>
Water treatment and cooling-tower treatment			10,000		10,000
Backflow preventer inspection and repair for JJE and JFK			1,200		1,200
Elevator inspection, service and maintenance			2,500		2,500
Electrical and plumbing maintenance and supplies			4,500		5,000
Miscellaneous building maintenance and hardware			5,000		5,500
Pool and spa chemicals and supplies			5,000		5,000
HVAC maintenance			5,000		7,000
Fire extinguisher equipment, replacement & maintenance			2,000		2,000
Dowtherm, paint, custodial supplies, pest control			8,300		10,000
Ice rink supplies			2,000		3,000
Wind tarps for Rink			2,000		2,000
Repair, replacement and service on windows and window accessories			5,000		5,000
Zamboni supplies and blade sharpening/replacement			2,000		2,000
Water softener materials			1,000		1,000
Replacement tables and chairs for JJE and JFK			10,000		10,000
Hydro-flushing of sanitary lines at JJE and JFK			2,500		2,500
Replacement of broken and damaged pool filter elements and covers			2,000		2,500
Fitness Center equipment, furniture, maintenance and supplies			10,000		10,000
Gymnasium equipment, repairs and supplies			1,600		2,600
Roof repair and maintenance			7,500		8,000
Repair, troubleshoot and service fire alarm system			4,000		4,000
Replace game room door at JFK			0		2,000
Nature Lodge maintenance, repairs and supplies			4,000		4,000
Water Slide , slide tower, and bridge maintenance and repairs - JJE			20,000		0
Asbestos abatement			15,000		15,000
Security video system maintenance, material and supplies			2,500		0
Boiler Repairs to JFK			10,000		
General Repairs JJE			5,000		

<b>Account 0930 - Maintenance and Supplies</b>	<b>Total</b>	<b>\$</b>	<b>78,125</b>	<b>\$</b>	<b>75,825</b>
<u>46 Bangert Pool</u>	Sub		<u>28,725</u>		<u>22,425</u>
Miscellaneous hardware, paint, caulk			1,600		1,600
Plumbing maintenance materials & supplies			1,200		1,200
Hydro flushing of sanitary lines			750		750
Electrical maintenance and supplies			1,250		1,250
Janitorial supplies, locker maintenance, pest control			1,325		1,325
First-aid supplies			400		400
Pool equipment and supplies, test kits, deep water bracelets			1,900		1,900
Rescue and staff training supplies			600		600
Office supplies			100		100
Pool deck lounges			2,400		2,400
Pump and chemical feeding system maintenance			1,400		1,400
Swim Team supplies			0		0
U.V. system maintenance and supplies			2,500		2,500
Supplies and maintenance for filtration and chlorination systems			4,000		4,000
Convert chlorinating system from calcium to sodium hypochlorite			3,000		0

**Park Improvement Fund Budget: 2019**

Replace broken section of water slide	1,300	0
Refurbish grate around entire gutter system	5,000	0
Replacement of pool grates according to the VGB Act	0	3,000

<u>56 Koch Pool</u>	Sub	<u>0</u>	<u>0</u>
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<u>47 Parks</u>	Sub	<u>49,400</u>	<u>53,400</u>
Equipment repair and various maintenance services, parts and supplies		35,000	35,000
Backflow preventer inspection and repair in parks and on Greenway Trail		1,400	1,400
Maintenance and repairs on 2001 Showmobile		10,000	10,000
Maintenance on water features at St. Ferdinand Lake		2,000	2,000
Fire extinguisher equipment, replacement & maintenance		1,000	1,000
Radio repairs and maintenance		0	4,000

<b>Account 0931 - Recreation Supplies</b>	<b>Total</b>	<b>\$ 43,000</b>	<b>\$ 45,500</b>
<u>44 Centers</u>	Sub	<u>32,500</u>	<u>35,000</u>
Splish-Splash Summer Bash		1,000	1,000
Project Lift-Off		1,000	1,000
Halloween Event		1,000	1,000
Party on the Ice Event		1,000	1,000
Supplies for city sponsored leagues		15,000	15,000
Miscellaneous supplies for classes, programs, activities and special events		6,000	6,000
Miscellaneous athletic and recreation equipment		2,000	2,000
Various Aquatic program equipment that has not been replaced in 6 yrs.		500	3,000
Replace damaged and unusable rental ice skates		5,000	5,000
<u>45 Summer Camp</u>	Sub	<u>10,500</u>	<u>10,500</u>

<b>Account 0932 - Office Supplies and Printing</b>	<b>Total</b>	<b>\$ 32,800</b>	<b>\$ 38,300</b>
<u>44 Centers</u>	Sub	<u>10,800</u>	<u>10,800</u>
Printing and office supplies		2,200	2,200
RecPro software subscription service		7,000	7,000
Parks & Recreation receipts		1,600	1,600
<u>47 Parks</u>	Sub	<u>22,000</u>	<u>27,500</u>
Printing and office supplies		7,000	7,000
Video server surveillance software service		5,000	0
Photo ID supplies		10,000	18,000
I.D. Card Printer		0	2,500

### Park Improvement Fund Budget: 2019

<b>Account 0933 - Materials and Supplies</b>	<b>Total</b>	<b>\$ 123,300</b>	<b>\$ 133,300</b>
<u>46 Bangert Pool</u>	Sub	<u>17,300</u>	<u>17,300</u>
Sodium Hypochlorite		10,000	10,000
Co2		4,000	4,000
Muriatic Acid		250	250
Cyanuric Acid		600	600
Calcium Hypochlorite		800	800
Algaecide		500	500
Filter Aids		500	500
Sodium Bicarbonate		500	500
Chlorine (for Splash Pad)		150	150
 <u>47 Parks</u>	 Sub	 <u>106,000</u>	 <u>116,000</u>
Dirt for athletic fields		10,000	10,000
Sports equipment		1,000	1,000
Playground and pavilion parts and equipment		30,000	40,000
Playground and landscaping mulch		10,000	10,000
Field marking supplies		3,000	3,000
Field and pavilion lighting supplies		4,000	4,000
Top caps for outfield fencing		1,500	1,500
Building and construction materials		12,000	12,000
Maintenance supplies and materials for park facilities		5,000	5,000
Sand for athletic fields and volleyball pits		4,000	4,000
Landscaping supplies		4,000	4,000
Chemical and cleaning supplies		4,500	4,500
Metal products		3,000	3,000
Calcium Chloride		3,000	3,000
Fish for stocking St. Ferdinand lake		4,000	4,000
Trash cans and lids		500	500
Picnic table and park bench parts and materials		500	500
Park restroom supplies		1,000	1,000
Memorial trees		2,000	2,000
Miscellaneous materials, supplies and small tools		3,000	3,000
Purchase beer coolers at St. Ferdinand and Koch		0	0
 <u>56 Koch Pool</u>	 Sub	 <u>0</u>	 <u>0</u>

**Park Improvement Fund Budget: 2019**

<b>Account 0942 - Dues, Travel and Training</b>	<b>Total</b>	<b>\$ 18,160</b>	<b>\$ 19,360</b>
<u>44 Centers</u>	Sub	<u>7,500</u>	<u>7,500</u>
Auto allowance		3,500	3,500
Aquatic Facility Operator and Certified Pool/Spa Operator certification fees and additional aquatic professional courses		1,200	1,200
Municipal Swim League membership dues		800	800
Miscellaneous dues, training, and re-certifications		2,000	2,000
<u>45 Summer Playground</u>	Sub	<u>6,460</u>	<u>5,960</u>
Auto allowance		960	960
Bus service to transport Koch Summer Playground children to swimming pool		5,500	5,000
<u>47 Parks</u>	Sub	<u>4,200</u>	<u>5,900</u>
Missouri Park and Recreation Assn. membership dues and convention fee		2,500	5,000
Certified Park and Recreation Professional (CPRP) certification fees		900	300
Pesticide applicator's license		100	100
Metro Park and Recreation Directors and Board meetings/seminars		700	500
<b>Account 0950 - Professional Services</b>	<b>Total</b>	<b>\$ 255,240</b>	<b>\$ 258,740</b>
<u>01 Miscellaneous</u>	Sub	<u>24,050</u>	<u>14,050</u>
Tree Planting		7,500	7,500
Audit		2,050	2,050
Inclusion Coordinator		4,500	4,500
Consulting and design services for future aquatic facility		10,000	0
<u>02 Bank Fees</u>	Sub	<u>10,000</u>	<u>10,000</u>
<u>44 Centers</u>	Sub	<u>18,690</u>	<u>18,690</u>
Liquor licenses - all facilities		3,500	3,500
Operating Permits - Bangert, Koch, JJE		600	600
Ice Machine Rental - Bangert		750	750
Hepatitis "A" Vaccinations (for employees)		1,700	1,000
JJE Pool Operational Safety Audit		1,200	1,900
Charter converter boxes for fitness centers		1,440	1,440
Professional fees for pool operation		1,500	1,500
Ellis & Associates annual retainer fee (aquatic safety provider)		1,000	1,000
Contracts for DJ services		2,000	2,000
RecPro IP Charge Card processing annual fee		800	800
Contracts for program instructors and services		4,200	4,200
<u>46 Bangert Pool</u>	Sub	<u>4,275</u>	<u>7,400</u>
Winterization/preseason opening of pool		975	4,000
Operational Safety Audit		1,800	1,900
Professional fees for pool operation		1,500	1,500

### Park Improvement Fund Budget: 2019

<u>56 Koch Pool</u>	Sub	<u>6,125</u>	<u>0</u>
Operational Safety Audit		0	0
Professional fees for pool operation		0	0
		6125	
<u>47 Parks</u>	Sub	<u>192,100</u>	<u>208,600</u>
Grinding service and mulch/chip removal from Koch Park		20,000	20,000
Tree trimming and tree removal		75,000	100,000
Ash tree service due to Emerald Ash Borer blight		25,000	25,000
Tree trimming at the golf course		2,500	0
Electric repair and lighting for pavilions and ball fields		15,000	15,000
Fireworks and related items		28,000	30,000
Rental and service of portable toilets		5,000	5,000
Music copyright fees (ASCAP, SESAC, etc.)		2,200	2,200
Monitoring service for remote alarm devices in the parks		1,000	1,000
Service and Product Maintenance Agreement on surveillance cameras		8,000	0
Band concerts		900	900
St. Ferdinand Park lake pump cleaning		500	500
Boom-truck inspection		1,000	1,000
St. Louis County Municipal Park Planning Grant: Reimbursed at 80% for the first \$8,000 (\$6,400 grant).		8,000	8,000
<hr/>			
<b>Account 0951 - Parking Lot, Driveway and Walkway Repairs</b>	<b>Total</b>	<b>\$ 5,000</b>	<b>\$ 20,000</b>
Miscellaneous repair work on dangerous/hazardous concrete and asphalt areas. Removal of trip hazards and uneven/cracking sections of walkways, pool decking, etc.		5,000	20,000
<hr/>			
<b>Account 0954 - Publicity</b>	<b>Total</b>	<b>\$ 9,300</b>	<b>\$ 16,300</b>
Parks and Recreation Department guides/brochures		13,000	13,000
Miscellaneous advertising media, tri-folds, posters, fliers, etc.		3,300	3,300
		-7000	
<hr/>			
<b>Account 0955 - Insurance</b>	<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
Workers Compensation Insurance		50,000	50,000

**Park Improvement Fund Budget: 2019**

<b>Account 0961 - Capital Additions (Park Improvement Funds)</b>	<b>Total</b>	<b>\$ 1,346,622</b>	<b>\$ 1,051,350</b>
<u>Florissant Civic Center Theater</u>	Sub	<u>0</u>	<u>10,000</u>
Computer Lightboard Console for Theatre's Theatrical Lighting			
<u>44 James J. Eagan Center</u>	Sub	<u>49,500</u>	<u>107,150</u>
Replace 25 year old Zamboni Machine		0	100,000
Replace 10 year old Crossover machine at JJE		0	5,150
Preform leak testing at JJE pool			2,000
<u>44 John F. Kennedy Center</u>	Sub	<u>76,122</u>	<u>5,000</u>
Floor machine			5,000
<u>46 Bangert Pool</u>	Sub	<u>47,000</u>	<u>42,500</u>
Replace sand in filters			20,500
Repair underwater lights			10,000
Aquazip purchase and installation (can be reused in new facility)			12,000
<u>56 Koch Park Aquatic Center</u>	Sub	<u>0</u>	<u>0</u>
<u>06 Golf Course Equipment</u>	Sub	<u>60,000</u>	<u>0</u>
<u>06 Golf Course Improvements</u>	Sub	<u>5,000</u>	<u>0</u>
<u>47 Parks Equipment</u>	Sub	<u>156,000</u>	<u>144,700</u>
Replace 2002 GMC Landscape Truck			52,000
Replace two zero turn mowers			25,000
Replace R2 and P23 pickup trucks			60,000
Utility vehicle for disc golf course			7,700
<u>47 Park Improvements</u>	Sub	<u>953,000</u>	<u>742,000</u>
Replace fencing around Koch field 1			117,000
Asphalt overlay arounr backstop at Koch 1			42,000
Install dugouts with concrete pads at St. Ferdinand fields 2,3,5,6			48,000
St. Louis County Municipal Park Grant - \$: To construct Splash Pad in Koch Park. Project funds are reimbursed by the Park Grant Commission up to \$525,000. Net expense \$28,000.			535,000
<b>Total Budgeted Expenditures</b>		<b>\$ 4,520,508</b>	<b>\$ 4,248,019</b>

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**08 - STREET FUND**

	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
<b><u>REVENUE</u></b>				
Revenue	\$ 1,505,282	\$ 1,550,000	\$ 1,582,000	\$ 1,582,000
Interest	\$ 944	\$ -	\$ -	\$ -
Miscellaneous Revenue	<u>\$ -</u>	<u>\$ 1,861,608</u>	<u>\$ 1,861,608</u>	<u>\$ 2,021,608</u>
Total Budgeted Revenue	\$ 1,506,226	\$ 3,411,608	\$ 3,443,608	\$ 3,603,608
Less Total Budgeted Expenditure			<u>\$ (3,627,010)</u>	<u>\$ (3,382,010)</u>
Equal Revenue Over/(Under) Expenditure			\$ (183,402)	\$ 221,598
Plus Estimated Beginning Fund Balance			<u>\$ 339,504</u>	<u>\$ 339,504</u>
Equal Estimated Ending Fund Balance			\$ 156,102	\$ 561,102
<b><u>EXPENDITURES</u></b>				
0839-Ice/Snow Removal Supplies	\$ -	\$ -	\$ 115,000	\$ -
0852-Street Contracts	\$ -	\$ 4,027,010	\$ 3,382,010	\$ 3,382,010
0861-Capital Additions	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 130,000</u>	<u>\$ -</u>
Total	\$ -	\$ 4,027,010	\$ 3,627,010	\$ 3,382,010

# Street Fund Budget: 2019

	<u>2018</u>	<u>2019</u>
<b>Account 0852 - Street Contracts</b>	<b>\$ 4,027,010</b>	<b>\$ 3,382,010</b>
Street replacement, repairs and maintenance ... to include major repairs, new curb and gutters, asphalt overlays, new PCC pavement replacement , etc. ...	1,700,000	1,055,000
Approved FY2018 - North Lafayette Street Reconstruction - Phase I ROW acquisition ... this is an 80% grant reimbursement project ... construction in 2018 budget year... (\$892,792 grant/\$223,198 city)	1,115,990	1,115,990
Approved FY2018 - North Lafayette Street Reconstruction - Phase II ROW acquisition ... this is an 80% grant reimbursement project ... construction in 2018 budget year... (\$968,816 grant/\$242,204 city)	1,211,020	1,211,020
St. Ferdinand & N. Hwy 67 Improvements to St. Ferdinand Park: Engineering, Planning, & Environmental Study (an E-W Gateway 80% reimbursement grant project) ...(\$160,000 grant/\$40,000 city)	0	200,000
<b>Account 0861 - Capital Additions</b>	<b>\$ -</b>	<b>\$ -</b>
Brine Plant, tank and applicators \$130,000	0	0

**Total Budgeted Expenditures \$ 4,027,010 \$ 3,382,010**

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City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**04 - SEWER LATERAL FUND**

	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
<b><u>REVENUE</u></b>				
Revenue	\$ 539,137	\$ 510,000	\$ 539,000	\$ 539,000
Interest	\$ 8,922	\$ 4,000	\$ 9,000	\$ 9,000
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -
Total Budgeted Revenue	\$ 548,059	\$ 514,000	\$ 548,000	\$ 548,000
Less Total Budgeted Expenditure			\$ (735,835)	\$ (668,835)
Equal Revenue Over/(Under) Expenditure			\$ (187,835)	\$ (120,835)
Plus Estimated Beginning Fund Balance			\$ 1,279,265	\$ 1,279,265
Equal Estimated Ending Fund Balance			\$ 1,091,430	\$ 1,158,430

**EXPENDITURES**

8021-Uniforms	\$ 838	\$ 900	\$ 900	\$ 900
8027-Gasoline	\$ 5,388	\$ 14,000	\$ 14,000	\$ 14,000
8030-Equipment Repair	\$ 18,223	\$ 23,000	\$ 25,000	\$ 25,000
8032-Office Supplies & Maint.	\$ 1,130	\$ 2,500	\$ 3,000	\$ 3,000
8033-Materials and Supplies	\$ 18,403	\$ 37,000	\$ 38,000	\$ 38,000
8042-Dues, Travel & Training	\$ 1,242	\$ 1,800	\$ 1,835	\$ 1,835
8050-Professional Service	\$ 541,666	\$ 691,010	\$ 603,100	\$ 536,100
8055-Insurance, Fire & Liability	\$ 15,169	\$ 25,000	\$ 25,000	\$ 25,000
8061-Capital Additions	\$ -	\$ 49,000	\$ 25,000	\$ 25,000
Total	\$ 602,059	\$ 844,210	\$ 735,835	\$ 668,835

## Sewer Lateral Fund Budget: 2019

	<u>2018</u>	<u>2019</u>
<b>Account 8021 - Uniforms</b>	<b>Total \$ 900</b>	<b>\$ 900</b>
Clothing allowance for all Full-time and Part-time employees	900	900
<b>Account 8027 - Gasoline</b>	<b>Total \$ 14,000</b>	<b>\$ 14,000</b>
Gasoline cross charges for SLIP equipment	14,000	14,000
<b>Account 8030 - Equipment Repair</b>	<b>Total \$ 23,000</b>	<b>\$ 25,000</b>
Includes maintenance equipment, miscellaneous automotive parts and supplies; brakes, tune-up kits, etc., tire repairs, purchase and service; dealer parts and service; small engine parts and service; heavy equipment parts, service and supplies; transmission parts, service and supplies; radiator and a/c service mufflers, exhaust work, batteries, lights, radio work, upholstery, glass, parts, service and supplies, lubricants and fluids, towing, etc.		
<b>Account 8032 - Printing &amp; Office Supplies</b>	<b>Total \$ 2,500</b>	<b>\$ 3,000</b>
Miscellaneous office supplies (paper, printer cartridges, printing, etc.)	2,000	2,500
Misc. replacement of office equipment/furniture/cameras/video tapes ...	500	500
<b>Account 8033 - Materials &amp; Supplies</b>	<b>Total \$ 37,000</b>	<b>\$ 38,000</b>
Concrete pavement and sidewalk replacement	10,000	10,000
Asphalt pavement replacement	10,000	10,000
Various small tools & supplies ...	1,000	1,000
Miscellaneous – top soil, grass seed, sod, lumber, sand, rock, small tools, forms, etc.	16,000	17,000
<b>Account 8042 - Dues, Travel, Training</b>	<b>Total \$ 1,800</b>	<b>\$ 1,835</b>
City Engineer: Dues: Association of State Flood Plain Managers (ASFPM) - \$110, American Society of Civil	335	335
Travel – Mileage for use of personal vehicle	1,465	1,500

## Sewer Lateral Fund Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 8050 - Professional Services</b>	<b>Total \$</b>	<b>691,010</b>	<b>\$ 536,100</b>
Audit		2,100	2,100
Bank Fees		1,000	1,000
Sewer Lateral Repairs by Contractor		110,000	125,000
Video inspection fee reimbursement		30,000	36,000
Tree Removal		10,000	10,000
Computer Consultant/Maintenance/Upgrades/Supplies (CAD Programs)		5,000	5,000
Administrative Cross Charge		322,000	357,000
MSD Fair Project - ORD 8443		210,910	
<b>Account 8055 - Insurance</b>	<b>Total \$</b>	<b>25,000</b>	<b>\$ 25,000</b>
General Liability, Workers Compensation, Property, etc.		25,000	25,000
<b>Account 8061 - Capital Additions/Improvements</b>	<b>Total \$</b>	<b>49,000</b>	<b>\$ 25,000</b>
1 each Mini-Excavator for rear yard repairs (addition)		49,000	
1 each 3/4 ton Pick Up Replacing SL-1			25,000

<b>Total Budgeted Expenditures</b>	<b>\$</b>	<b>844,210</b>	<b>\$ 668,835</b>
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City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**10 - PROPERTY REVITALIZATION**

Proposed  
2019

Adopted  
2019

**REVENUE**

Revenue	\$ -	\$ -	\$ -	\$ -
Interest	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Budgeted Revenue	\$ -	\$ -	\$ -	\$ -
Less Total Budgeted Expenditure			<u>\$ -</u>	<u>\$ -</u>
Equal Revenue Over/(Under) Expenditure			\$ -	\$ -
Plus Estimated Beginning Fund Balance			<u>\$ 7</u>	<u>\$ 7</u>
Equal Estimated Ending Fund Balance			\$ 7	\$ 7

**EXPENDITURES**

1050-Professional Service	<u>\$ 3,450</u>	<u>\$ 30,000</u>	<u>\$ -</u>	<u>\$ -</u>
Total	\$ 3,450	\$ 30,000	\$ -	\$ -



## Court Building Fund: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 1420 - Debt Service</b>	<b>Total</b>	<b>\$ 132,000</b>	<b>\$ 132,000</b>

Debt service payments utilizing the available balance from the imposition of a court cost authorized by HB 1231 and approved by Governor Nixon on July 9, 2014. HB 1231 amended RSMo 488.2245 and authorized the imposition of a court cost for each municipal ordinance violation case filed before the Municipal Division Judge or Associate Circuit Judge of the City of Florissant Municipal Court. Proceeds can be used for land assemblage and purchase, construction, maintenance, and upkeep of a municipal courthouse.

\$1,170,000 was advanced from the General Fund to purchase the property at 4575 Washington Street for use as a municipal court building as authorized by Ord. #8119 adopted on February 23, 2015.

<b>Total Budgeted Expenditures</b>	<b>\$</b>	<b>132,000</b>	<b>\$</b>	<b>132,000</b>
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City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**17 - PUBLIC SAFETY FUND**

	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
<b><u>REVENUE</u></b>				
Revenue (Proposition P sales tax)			\$ 2,600,000	\$ 2,600,000
Interest			\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -
Total Budgeted Revenue	\$ -	\$ -	\$ 2,600,000	\$ 2,600,000
Less Total Budgeted Expenditure			<u>\$ (2,397,219)</u>	<u>\$ (2,551,800)</u>
Equal Revenue Over/(Under) Expenditure			\$ 202,781	\$ 48,200
Plus Estimated Beginning Fund Balance			<u>\$ 36,673</u>	<u>\$ 36,673</u>
Equal Estimated Ending Fund Balance			\$ 239,454	\$ 84,873

**EXPENDITURES**

1726-Utilities	\$ -	\$ 20,000	\$ 80,000	\$ 80,000
1729-Bldg. Maint. & Supplies	\$ -	\$ 7,000	\$ 28,000	\$ 28,000
1750-Professional Service	\$ -	\$ 1,250,419	\$ 1,250,419	\$ 1,405,000
1761-Capital Additions	<u>\$ -</u>	<u>\$ 1,687,800</u>	<u>\$ 1,038,800</u>	<u>\$ 1,038,800</u>
Total	\$ -	\$ 2,965,219	\$ 2,397,219	\$ 2,551,800

## Public Safety Fund Budget: 2019

2018                      2019

<b>Account 1726 - Utilities</b>	<b>Total</b>	<b>20,000</b>	<b>80,000</b>
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<b>Account 1729 - Building, Maintenance &amp; Supplies</b>	<b>Total</b>	<b>7,000</b>	<b>28,000</b>
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<b>Account 1750 – Professional Services</b>	<b>Total</b>	<b>1,250,419</b>	<b>1,405,000</b>
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Administrative Cross Charge for the following:

Wages & Benefits:

Incremental wage and benefit increase for all full-time uniformed employees.

Accounts for the difference between pay rates under Ord. #8059 adopted July 14, 2014 and Ord. #8318 adopted May 9, 2017 and as amended in November, 2017.

Annual wage increase all uniformed employees

Half of the wage and benefit cost for the new Information Technology Director

Reserve Police Officers (part-time)

Additional Dispatcher hours (part-time)

<b>Account 1761 – Capital Additions - Police</b>	<b>Total</b>	<b>1,687,800</b>	<b>1,038,800</b>
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Drone (UAV)	40,000
Off Duty Weapons Purchase	35,000
Mobile Video Surveillance System	20,000
Portable Drug Incinerator	10,000
Upgrade to Microsoft Office 2019 all computers	23,000
Interviewrooms Recording Systems Replacement	35,000
Replacement Records Management System	50,000
Replacement of mobile car computers/printers/devices and related equipment	80,000
Replacement of desktop computers and related items	25,000
Replace and upgrade security cameras and equipment	60,000
Networking Infrastructure Upgrade	12,000
Replace Servers and related equipment	20,000
Seven mobile radar units for vehicles	18,500
3D Total Station with associated hardware software	75,000
Door Breach Equipment Kits	3,000

90

## Public Safety Fund Budget: 2019

2018

2019

<b>Account 1761 – Capital Additions - Police (Continued)</b>
--

Industrial Shelving for Evidence Room	5,500
Paint/ Resurface Interior Doors and Frames Project	25,000
Replace/ Overlay All Flooring in Building	45,000
Police Headquarters Fence	38,000
Binoculars for Surveillance	1,500
Microfilm Reader Machine	6,000
Computer Systems Backup/Related security software	20,000
Upgrade /reconfigure both locker rooms in building	50,000
Continue office reconfiguration and work station update	15,000
Sub-Total	712,500

Vehicles:

Purchase of seven new vehicles and related equipment at \$33,500 each	234,500
Purchase of one new Chevrolet Tahoe Police Vehicle and related equipment	36,000
Purchase of one full size pick-up and related equipment	36,000
Radio/Emergency equipment installation at \$2,200 each for nine new vehicles	19,800
Sub-Total	326,300

<b>Total Budgeted Expenditures</b>	<b>2,965,219</b>	<b>2,551,800</b>
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91

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**16 - PROPERTY MAINT. FUND**

	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
<b><u>REVENUE</u></b>				
Revenue	\$ -	\$ 365,000	\$ 390,800	\$ 390,800
Interest	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Budgeted Revenue	\$ -	\$ 365,000	\$ 390,800	\$ 390,800
Less Total Budgeted Expenditure			<u>\$ (365,000)</u>	<u>\$ (376,000)</u>
Equal Revenue Over/(Under) Expenditure			\$ 25,800	\$ 14,800
Plus Estimated Beginning Fund Balance			<u>\$ -</u>	<u>\$ -</u>
Equal Estimated Ending Fund Balance			\$ 25,800	\$ 14,800
<b><u>EXPENDITURES</u></b>				
1632-Office Supplies & Maint.	\$ -	\$ 15,000	\$ 15,000	\$ 15,000
1650-Professional Services	<u>\$ -</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 361,000</u>
Total	\$ -	\$ 365,000	\$ 365,000	\$ 376,000

## Property Maintenance Fund Budget Request: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 1632 - Office Supplies and Maintenance</b>	<b>Total</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>
Office supplies, postage, printing and brochures	\$	10,000	10,000
Crime Free training expense	\$	5,000	5,000
<b>Account 1650 - Professional Services</b>	<b>Total</b>	<b>\$ 350,000</b>	<b>\$ 361,000</b>
Administrative Cross Charge for following:			
Wage and benefits expense for the following positions:			
Police Officers - 2			
Multi-Building Inspector - 1			
Permit Inspection Clerk - 1			
Permit Inspection Clerk p/t - 1 @ 29 hrs/wk for 52 weeks			
<b>Total Budgeted Expenditures</b>		<b>\$ 365,000</b>	<b>\$ 376,000</b>

# **CITY OF FLORISSANT**



## **NOTICE OF PUBLIC HEARING**

**NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF FLORISSANT WILL HOLD A PUBLIC HEARING ON THE PROPOSED BUDGET FOR THE CITY OF FLORISSANT INCLUDING THE GENERAL REVENUE FUND, CAPITAL IMPROVEMENT FUND, PARK IMPROVEMENT FUND, STREET IMPROVEMENT FUND, SEWER LATERAL FUND, PROPERTY REVITALIZATION FUND, PROPERTY MAINTENANCE FUND, PUBLIC SAFETY FUND AND COURT BUILDING FUND FOR THE FISCAL YEAR BEGINNING DECEMBER 1, 2018 IN THE COUNCIL CHAMBERS, 955 RUE ST. FRANCOIS, ON MONDAY, OCTOBER 8, 2018 AT 7:30 P.M.**

**ALL INTERESTED PERSONS ARE INVITED TO ATTEND THE PUBLIC HEARING AND MAY PRESENT THEIR VIEWS CONCERNING THE PROPOSED BUDGET. ANYONE WITH SPECIAL NEEDS SHOULD CONTACT THE CITY CLERK AT LEAST 5 DAYS BEFORE SAID PUBLIC HEARING BY CALLING 839-7630 OR TDD 839-5142.**

**BY ORDER OF THE CITY COUNCIL OF THE CITY OF FLORISSANT.  
KAREN GOODWIN, MMC, CITY CLERK**

1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 12<sup>TH</sup>, 2018  
3

4 BILL NO. 9442

ORDINANCE NO.

5  
6 **AN ORDINANCE APPROVING THE COMMUNITY DEVELOPMENT**  
7 **BLOCK GRANT (CDBG) FY2019 ANNUAL ACTION PLAN FOR THE CITY**  
8 **OF FLORISSANT, MISSOURI AND AUTHORIZING AND DIRECTING THE**  
9 **MAYOR TO SUBMIT SUCH PLAN TO THE UNITED STATES**  
10 **DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
11

12 **WHEREAS**, the Mayor and City Council Members of the City of Florissant, Missouri being  
13 first duly assembled at a regular City Council meeting on the 8th day of October, 2018, and

14 **WHEREAS**, as a Metropolitan City and an Entitlement Community, and in accordance with  
15 24 CFR 91, the City of Florissant, Missouri is required to prepare an Annual Action Plan for use  
16 of CDBG funds; and

17 **WHEREAS**, the City of Florissant must submit the CDBG Consolidated and Annual Action  
18 Plan to the United States Department of Housing and Urban Development (HUD) no later than  
19 January 1, 2019; and

20 **WHEREAS**, the City Council has reviewed the CDBG Consolidated and Annual Action  
21 Plan, a copy of which is marked Exhibit A and is attached hereto and incorporated herein by  
22 reference as if fully set forth.

23  
24 **NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF**  
25 **FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:**  
26

27 Section 1. The City Council of the City of Florissant, Missouri does hereby approve  
28 the CDBG Consolidated and Annual Action Plan marked Exhibit A, and does hereby authorize  
29 and direct the Mayor of the City of Florissant, Missouri, to execute the CDBG Consolidated and  
30 Annual Action Plan and to submit it to the United States Department of Housing and Urban  
31 Development.  
32

33 PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2018.  
34

35 \_\_\_\_\_  
36 Jeff Caputa  
37 President of the Council  
38 City of Florissant  
39

40 Approved this \_\_\_\_ day of \_\_\_\_\_, 2018.  
41

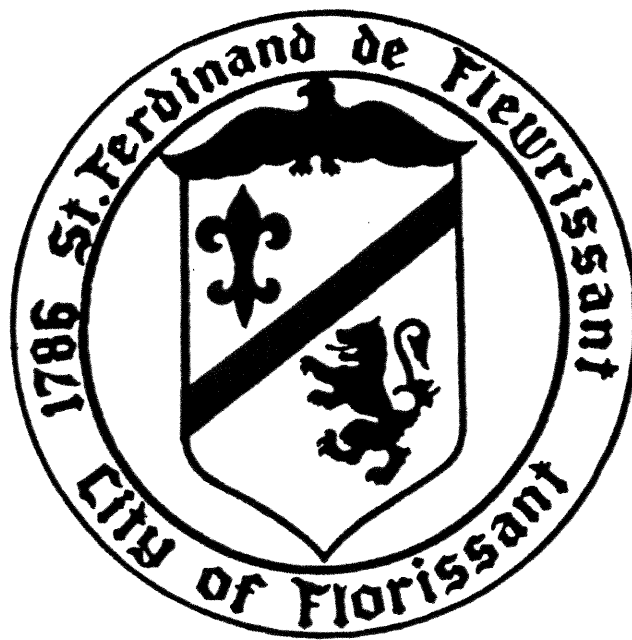
42 \_\_\_\_\_  
43 Thomas P. Schneider  
44 Mayor, City of Florissant  
45

46 ATTEST:  
47

48 \_\_\_\_\_  
49 Karen Goodwin, MPPA/MMC/MRCC  
50 City Clerk

# CDBG

## ANNUAL ACTION PLAN FY2019



# DRAFT

## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

The Consolidated Plan is a strategic planning instrument required by the Department of Housing and Urban Development (HUD) as part of the Community Development Block Grant (CDBG) Program. The Consolidated Plan helps the City of Florissant identify key community issues and the resources to deal with those issues.

This Annual Plan outlines the use of Community Development Block Grant (CDBG) funds for FY2019.

The Annual Action Plan process requires that the grantee outline an action plan, which addresses the priority needs and local objectives of the community over a one year period.

#### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

As an entitlement community, the City of Florissant has determined, through a needs assessment, market analysis, and public participation process that it is in the best interest of the community to continue to concentrate limited CDBG funds in a few areas of primary concern over the next five years. Housing, Public Services, and the Removal of Architectural Barriers have been the focus in the past and will remain the focus over the next five years. There continues to be a need and concern regarding the preservation and maintenance of existing structures, homeownership, lead, and emergency repair throughout the City. The programs addressing these issues that the City currently funds have been very popular and have met a great need in the community. In addition, Public Services programs such as programs for persons with disabilities and emergency mortgage, rental, and utility assistance have been identified through the needs assessment and public participation process as important strategies for serving City residents.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Florissant has an excellent performance record and, as of the end of 2016, is on track to far exceed performance goals for the six CDBG funded activities from the last Consolidated Plan (covering FY2016-FY2020).

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The City of Florissant has had an active Citizens Participation Committee (CPC) for many years. It is made up of Florissant residents who are appointed from their respective wards by the City Council. It serves as the official citizen advisory body for all phases of the Community Development Block Grant (CDBG) application development, program implementation, monitoring and evaluation processes. The CPC meets to review CDBG activities and to propose an annual CDBG budget to the City Council.

In accordance with our Citizen Participation Plan, our 2019 Annual Action Plan process included a public hearing. The CPC committee met on September 12, 2018 and a public hearing was held on September 24, 2018 at 7:30 p.m. in the Florissant City Council Chamber. Public hearing notices were posted on the City's cable television channel and the City's website, soliciting comments and participation in the process. Other announcements were posted across the city at library branches, community centers, City Hall, and the Independent Newspaper.

A summary of the draft plan was posted on our cable TV channel. The summary described the contents of the plan and the entire Annual Action Plan could be reviewed at the City's Government Center, on the City Website or by written request. The plan was available for public comment for 30 days starting on September 25, 2018. The city also provides free copies of the plan to citizens and groups that request a copy in writing. The draft-annual action plan is made available to persons with disabilities in a format that is readily accessible upon request.

**5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

At this point in time, there have been no public comments beyond the discussion at the September 24, 2018 Public Hearing and Citizen Participation Committee meeting. Discussion of the FY2019 Annual Action Plan revealed that the City's priority need is still single family housing but with the increase in rental dwelling there is a need in this area therefore the City of Florissant will again fund the Mortgage, Rental and Utility Assistance Program for FY2019. Due to the excess funds in Administration and Project Impact these activities will remain but will not be funded for FY2019.

**6. Summary of comments or views not accepted and the reasons for not accepting them**

N/A

**7. Summary**

## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	FLORISSANT	Community Development Department

Table 1 – Responsible Agencies

#### Narrative (optional)

The City of Florissant has always been proactive in its communications with residents and we have many mechanisms for public input in place. We publish and mail a monthly newsletter directly to residents. We also produce our own cable television channel. We have had an active Citizens Participation Committee (CPC) for many years. It was developed as part of the City of Florissant's effort to include as many citizens as possible in the community development planning process. The CPC is made up of Florissant residents who are appointed from their respective wards by the City Council. It serves as the official citizen advisory body for all phases of the Community Development Block Grant (CDBG) application development, program implementation, monitoring and evaluation processes. The CPC is the major mechanism whereby the citizens of Florissant have an opportunity to express their needs as well as to be kept aware of the performance of the city's community development programs.

The CPC meets to review CDBG activities and to propose an annual CDBG budget to the City Council. It:

- Conducts regular meetings on the second Thursday of each month, except June, July and August
- Evaluates and recommends priorities regarding community development needs
- Evaluates existing CDBG programs
- Evaluates and recommends programs for possible inclusion in future Annual Plans
- Evaluates any amendments to approved CDBG projects, except those for urgent need activities
- Evaluates suggested uses of any CDBG funds earmarked for contingency activities
- The CPC may recommend against such expenditures.
- Reviews the draft Consolidated Plan prior to its being made available for public comment
- Recommends changes in the draft Consolidated Plan.

Annual Action Plan  
2019

- Reviews the Citizen Participation Plan annually
- Provides assistance and information to interested individuals and/or groups within Florissant

As a Metropolitan City entitlement community, our goal is to educate the community on the Community Development Block Grant (CDBG) program and to encourage citizen participation in the local consolidated planning process. Our long-term goal is to keep the public involved in our community and to provide opportunities to participate in the consolidated planning process on an annual basis.

In accordance with our Citizen Participation Plan, our process included a public hearing. The CPC committee met on September 12, 2018 and a public hearing for the FY2019 Annual Action Plan was held on September 24, 2018 at 7:30 p.m. in the Florissant City Council Chamber. Public hearing notices were posted on the City's cable television channel and the City's website, soliciting comments and participation in the process. Other announcements were posted across the city at library branches, community centers, City Hall, and in the Independent Newspaper. The public hearing was held in a handicap accessible building. The building has a handicapped accessible entrance, handicapped accessible restrooms for both men and women, and wide hallways and doorways to accommodate the handicapped residents of our community.

A summary of the draft plan was posted on our cable TV channel and city's website. The summary described the contents of the plan and the entire Annual Plan could be reviewed at the City's Government Center, on the City's website or by written request. The plan was available for public comment for 30 days starting on September 25, 2018. The city also provides free copies of the plan to citizens and groups that request a copy in writing. The draft-consolidated plan is made available to persons with disabilities in a format that is readily accessible upon request.

#### **Consolidated Plan Public Contact Information**

Mrs. M. Carol O'Mara  
 Director of Housing and Community Development  
 Florissant Government Building  
 1055 rue St. Francois  
 Florissant, Missouri 63031  
 (314) 839-7680

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

**Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

The City of Florissant administers the CDBG programs covered by the Consolidated Plan. The Housing and Community Development Office administers the CDBG funds and is the lead for the City in coordinating these activities. The Housing and Community Development Office consists of a Community Development (CD) Director and one full time, one part time CD Specialist and one part time Volunteer Coordinator. Duties consist of developing relationships with the various service organizations serving the community, enhancing communication with the public, and educating residents on services available both from the City and from other entities. The CD staff attends meetings involving a wide spectrum of agencies and groups involved in issues such as housing, homelessness, foreclosures, community services, AIDS, persons with disabilities, and environmental concerns. The CD staff also attends regular meetings to coordinate with the St. Louis County Continuum of Care.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

N/A

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

N/A

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

**Identify any Agency Types not consulted and provide rationale for not consulting**

N/A

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

N/A

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The City of Florissant has had an active Citizens Participation Committee (CPC) for many years. It is made up of Florissant residents who are appointed from their respective wards by the City Council. It serves as the official citizen advisory body for all phases of the Community Development Block Grant (CDBG) application development, program implementation, monitoring and evaluation processes. The CPC meets to review CDBG activities and to propose an annual CDBG budget to the City Council.

In accordance with our Citizen Participation Plan, our 2019 Annual Action Plan process included a public hearing. The CPC committee met on September 12, 2018 and a public hearing was held on September 24, 2018 at 7:30 p.m. in the Florissant City Council Chamber. Public hearing notices were posted on the City's cable television channel and the City's website, soliciting comments and participation in the process. Other announcements were posted across the city at library branches, community centers, City Hall, and the Independent Newspaper.

A summary of the draft plan was posted on our cable TV channel and city's website. The summary described the contents of the plan and the entire Annual Action Plan could be reviewed at the City's Government Center, on the City's website or by written request. The plan was available for public comment for 30 days starting on September 25, 2018. The city also provides free copies of the plan to citizens and groups that request a copy in writing. The draft-consolidated plan is made available to persons with disabilities in a format that is readily accessible upon request.

At this point in time, there have been no public comments beyond the discussion at the September 24, 2018 Public Hearing and Citizen Participation Committee meeting. Discussion of the FY2019 annual plan revealed that the City's priority need is still single family housing but with the increase in rental dwelling we would continue to fund the Mortgage, Rental and Utility Assistance Program for FY2019 as well as adding a tree program to Project IMPACT funding it with potential program income. The funding of these programs could assist in possibly opening up more opportunities for Florissant residents. Due to the excess funds in Administration and Project IMPACT these activities will remain but will not be funded for FY2019.

# Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: various</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Citizen Participation Committee</p>				

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Hearing	Minorities				
		Non-English Speaking - Specify other language: various				
		Persons with disabilities				
		Non-targeted/broad community				
3	News Release	Residents of Public and Assisted Housing				
		Non-targeted/broad community				

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Internet Outreach	Non-targeted/broad community	Notice of CPC meeting and Public Hearing was put on the City's website and cable channel reaching thousands of people which included the solicitation of comments, public hearing and draft plan availability			
5	Mailing to Tribes re: Public Hearing	Minorities Indian Tribes				
6	Public Municipal Posting-Public Hearing	Non-targeted/broad community				

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.220(c) (1, 2)

#### Introduction

The City of Florissant expects an allocation of \$241,140 in CDBG funding for FY2019. During the FY2010-FY2014 Consolidated Plan period, CDBG allocations varied between \$200,837 (lowest allocation) and 241,879 (highest allocation) with an average allocation of \$219,724. The chart below assumes that same average allocation of \$219,724 for each of the four years FY2016, FY2017, FY2018, and FY2019.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	241,140	0	0	241,140	0	Funds various programs throughout the City of Florissant

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

While the City of Florissant has a small CDBG allocation, it is very highly leveraged through Project IMPACT (formally known as the C.O.P.S. program) in order to provide home repairs, and accessibility improvements to the maximum number of low- to moderate-income and/or disabled Florissant residents. Project IMPACT uses CDBG funding to purchase wheelchair ramps, materials and supplies for homes that are then rehabbed by qualified volunteers. The volunteer labor allows more households to be served with limited funding. In the event a situation arises that volunteer efforts cannot be utilized due to a lack of qualified and available volunteers, the program will allow for reimbursement of labor on exterior repairs.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

## Discussion

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Home Improvement Program	2016	2020	Affordable Housing	City of Florissant	Housing Repair and Improvement	CDBG: \$171,140	Homeowner Housing Rehabilitated: 34 Household Housing Unit
2	Home Improvement Program - Mechanical	2016	2020	Affordable Housing	City of Florissant	Housing Repair and Improvement	CDBG: \$60,000	Homeowner Housing Rehabilitated: 12 Household Housing Unit
3	Project IMPACT (formally known as C.O.P.S.	2016	2020	Affordable Housing	City of Florissant	Housing Repair and Improvement	CDBG: \$0.00	Homeowner Housing Rehabilitated: 10 Household Housing Unit
4	Mortgage, Rental & Utility Assistance	2016	2020	Public Services	City of Florissant	Emergency Mortgage, Rental, and Utility Assistance	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit: 20 Persons Assisted
5	Administration	2016	2020	Administration	City of Florissant		CDBG: \$0.00	

**Table 6 – Goals Summary**

## Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Home Improvement Program
	<b>Goal Description</b>	Designed to help low- to moderate-income homeowners with much needed home repairs that they otherwise would not be able to afford. The repairs will improve recipients' living environment and, in some cases, help the recipients stay in their homes. The program will provide a no-interest, \$5,000 five-year forgivable loan to qualifying households for the rehabilitation of owner-occupied single-family dwellings. The purpose of the loan will be to bring existing housing up to the City's minimum housing standards/codes and to address accessibility and safety issues. The household must qualify as low- to moderate-income. The program is available community-wide.
<b>2</b>	<b>Goal Name</b>	Home Improvement Program - Mechanical
	<b>Goal Description</b>	In recent years, the need for the replacement of heating and cooling units has been quite significant, especially in emergency situations. The Home Improvement Program - Mechanical will be offered as a grant to low- to moderate-income homeowners for the replacement of heating and/or cooling units and will be available on a first come first serve basis throughout the year until funding has been expended. The repairs will improve recipients' living environments and, in some cases, help the recipients to stay in their homes. The household must qualify as low- to moderate-income. The program is available community-wide.

<b>3</b>	<b>Goal Name</b>	Project IMPACT: Initiative to Maintain Properties and Assist our Community Together (formally known as C.O.P.S.)
	<b>Goal Description</b>	Remaining funds from previous years will be expended to provide materials for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents could be or have been temporarily displaced from their homes due to health and safety issues. The City of Florissant has been experiencing a shortage of experienced volunteer groups that are qualified to do specialized exterior repairs and the construction of ADA compliant wheelchair ramps. When the situation arises that no volunteer group is qualified and available to do this work, the program will allow up to \$3,000 of Project IMPACT funds to be used towards the materials and construction of these ramps. These activities will improve recipients' living environments and, in some cases, help the recipients stay in their homes. The household must qualify as low- to moderate-income, disabled or indigent residents. The program is available community-wide. Additionally, a substantial need has been identified in the community for assistance regarding the aging tree population in the area. In order to address this growing safety concern, this program will allow for up to \$3,000 to be utilized towards the mitigation of tree hazards. The funding for this program will come primarily from project income.
<b>4</b>	<b>Goal Name</b>	Mortgage, Rental & Utility Assistance
	<b>Goal Description</b>	This program provides mortgage, rental, and utility assistance program to serve low- to moderate-income households facing emergency or severe temporary economic hardship and was awarded to CAASTLC in September 2016. This program is designed to help residents stay in their homes, whether they are home owners or renters.
<b>5</b>	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	

Table 7 – Goal Descriptions

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

Annual Action Plan  
2019

16

## AP-35 Projects – 91.220(d)

### Introduction

The table below lists the four (4) projects – three (3) housing programs and one (1) public service programs – that the City of Florissant will undertake in FY2019 in order to address the needs identified through this Consolidated Plan Process.

#	Project Name
1	Home Improvement Program
2	Home Improvement Program - Mechanical
3	Project IMPACT (formally known as C.O.P.S.)
4	Mortgage, Rental & Utility Assistance
5	Administration

Table 8 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

#### Home Improvement Program

Designed to help low- to moderate-income homeowners with much needed home repairs that they otherwise would not be able to afford. The repairs will improve recipients' living environment and, in some cases, help the recipients stay in their homes. The program will provide a no-interest, \$5,000 five-year forgivable loan to qualifying households for the rehabilitation of owner-occupied single-family dwellings. The purpose of the loan will be to bring existing housing up to the City's minimum housing standards/codes and to address accessibility and safety issues. The household must qualify as low- to moderate-income. The program is available community-wide.

#### Home Improvement Program – Mechanical

In recent years, the need for the replacement of heating and cooling units has been quite significant, especially in emergency situations. The Home Improvement Program - Mechanical will be offered as a grant to low- to moderate-income homeowners for the replacement of heating and/or cooling units and will be available on a first come first serve basis throughout the year until funding has been expended. The repairs will improve recipients' living environments and, in some cases, help the recipients to stay in their homes. The household must qualify as low- to moderate-income. The program is available community-wide.

Project IMPACT: Initiative to Maintain Properties and Assist our Community Together (formally known as C.O.P.S.)

Funds will be expended to provide materials for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents could be displaced from their homes due to

health and safety issues. The City of Florissant has been experiencing a shortage of experienced volunteer groups that are qualified to do specialized exterior repairs and the construction of ADA compliant wheelchair ramps. When the situation arises that no volunteer group is qualified and available to do this work, the program will allow up to \$3,000 of Project IMPACT funds to be used towards the materials and construction of these ramps or repairs. These activities will improve recipients' living environments and, in some cases, help the recipients stay in their homes. The household must qualify as low- to moderate-income, disabled or indigent residents. The program is available community-wide.

Additionally, a substantial need has been identified in the community for assistance regarding the aging tree population in the area. In order to address this growing safety concern, this program will allow for up to \$3,000 to be utilized towards the mitigation of tree hazards. The funding for this program will come primarily from project income.

#### Mortgage, Rental & Utility Assistance

This program provides mortgage, rental, and utility assistance program to serve low- to moderate-income households facing emergency or severe temporary economic hardship and was awarded to CAASTLC in September 2016. This program is designed to help residents stay in their homes, whether they are home owners or renters.

## Projects

### AP-38 Projects Summary Project Summary Information

Table 9 – Project Summary

<b>1</b>	<b>Project Name</b>	Home Improvement Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Home Improvement Program
	<b>Needs Addressed</b>	Housing Repair and Improvement
	<b>Funding</b>	CDBG: \$171,140
	<b>Description</b>	Designed to help low- to moderate-income homeowners with much needed home repairs that they otherwise would not be able to afford. The repairs will improve recipients' living environment and, in some cases, help the recipients stay in their homes. The program will provide a no-interest, \$5,000 five-year forgivable loan to qualifying households for the rehabilitation of owner-occupied single-family dwellings. The purpose of the loan will be to bring existing housing up to the City's minimum housing standards/codes and to address accessibility and safety issues. The household must qualify as low- to moderate-income. The program is available community-wide.
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates assisting 34 households with the Home Improvement Loan Program
	<b>Location Description</b>	The City will accept households within the city limits
	<b>Planned Activities</b>	The Home Improvement Program provides up to \$5000 as a 0% interest forgivable loan to eligible City of Florissant residents to assist with home improvement projects.

<b>2</b>	<b>Project Name</b>	Home Improvement Program - Mechanical
	<b>Target Area</b>	
	<b>Goals Supported</b>	Home Improvement Program - Mechanical
	<b>Needs Addressed</b>	Housing Repair and Improvement
	<b>Funding</b>	CDBG: \$60,000
	<b>Description</b>	In recent years, the need for the replacement of heating and cooling units has been quite significant, especially in emergency situations. The Home Improvement Program - Mechanical will be offered as a grant to low- to moderate-income homeowners for the replacement of heating and/or cooling units and will be available on a first come first serve basis throughout the year until funding has been expended. The repairs will improve recipients living environments and, in some cases, help the recipients to stay in their homes. The household must qualify as low- to moderate-income. The program is available community-wide.
<b>3</b>	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates assisting 12 households with the HIP-M Program
	<b>Location Description</b>	The City will accept households within the city limits
	<b>Planned Activities</b>	The Home Improvement Program - Mechanical program provides up to \$5000 grant to low- to moderate-income homeowners for the replacement of water heaters, heating and/or cooling units.
	<b>Project Name</b>	Project IMPACT: Initiative to Maintain Properties and Assist our Community Together (FKA C.O.P.S.)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Project IMPACT: Initiative to Maintain Properties and Assist our Community Together (FKA C.O.P.S.)
	<b>Needs Addressed</b>	Housing Repair and Improvement / Housing Accessibility
	<b>Funding</b>	CDBG: \$0.00

	<p data-bbox="203 1732 235 1879"><b>Description</b></p> <p data-bbox="203 210 730 1465">           Remaining funds from previous years will be expended to provide materials for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents could be or have been temporarily displaced from their homes due to health and safety issues. The City of Florissant has been experiencing a shortage of experienced volunteer groups that are qualified to do specialized exterior repairs and the construction of ADA compliant wheelchair ramps. When the situation arises that no volunteer group is qualified and available to do this work, the program will allow up to \$3,000 of Project IMPACT funds to be used towards the materials and construction of these ramps. These activities will improve recipients living environments and, in some cases, help the recipients stay in their homes. The household must qualify as low- to moderate-income, disabled or indigent residents. The program is available community-wide. These activities will improve recipients' living environments and, in some cases, help the recipients stay in their homes. The household must qualify as low- to moderate-income, disabled or indigent residents. The program is available community-wide.         </p> <p data-bbox="771 210 925 1465">           Additionally, a substantial need has been identified in the community for assistance regarding the aging tree population in the area. In order to address this growing safety concern, this program will allow for up to \$3,000 to be utilized towards the mitigation of tree hazards. The funding for this program will come primarily from project income.         </p>
	<p data-bbox="950 1732 982 1879"><b>Target Date</b></p>
<p data-bbox="1006 1501 1112 1879"><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p data-bbox="1006 1312 1039 1465">12/31/2020</p>
<p data-bbox="1144 1501 1177 1879"><b>Location Description</b></p>	<p data-bbox="1144 1312 1177 1465">The City estimates that 10 households will be assisted with Project IMPACT</p>
<p data-bbox="1201 1648 1234 1879"><b>Planned Activities</b></p>	<p data-bbox="1201 1312 1234 1465">Participants of this program will be City Wide</p> <p data-bbox="1242 210 1339 1465">           Funds will be expended to provide materials for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents could be or have been temporarily displaced from their homes due to health and safety issues.         </p>

4	<b>Project Name</b>	Mortgage, Rental & Utility Assistance
	<b>Target Area</b>	
	<b>Goals Supported</b>	Mortgage, Rental & Utility Assistance
	<b>Needs Addressed</b>	Emergency Mortgage, Rental, and Utility Assistance
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	The City will continue to fund the mortgage, rental, and utility assistance program to serve low- to moderate-income households facing emergency or severe temporary economic hardship. This program is designed to help residents stay in their homes, whether they are home owners or renters.
	<b>Target Date</b>	12/31/2020
5	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates that 20 individuals will be assisted with the MRU Assist Program
	<b>Location Description</b>	Participants will be accepted from within the City of Florissant limits
	<b>Planned Activities</b>	Mortgage, rental, and utility assistance will be provided to those who are in jeopardy of becoming homeless due to past due or late rent/mortgage and utility payments.
	<b>Project Name</b>	Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Administration
	<b>Funding</b>	CDBG: \$0.00
	<b>Description</b>	Funds will be used to pay costs associated with the administration of the CDBG program. Funds will pay for supplies, staff salaries, public notices, indirect costs and other costs associated with the grant.
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This activity is administration and will not benefit low income families directly.
	<b>Location Description</b>	
	<b>Planned Activities</b>	

## **AP-50 Geographic Distribution – 91.220(f)**

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The City of Florissant will not be allocating CDBG funded programs based on geographic target areas. CDBG investments are made city-wide since low- to moderate-income persons are not concentrated in a single geographic area of the City. Instead, programs funds will be distributed based on need and eligibility. Please reference section SP-10 of this document for additional detail, including maps of where low- to moderate-income persons live within the City of Florissant.

Future Annual Action Plans will allow the City of Florissant to reevaluate community conditions and determine whether geographic targeting for one or more CDBG funded programs is appropriate.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City of Florissant	100

**Table 10 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

N/A

### **Discussion**

N/A

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	76
Special-Needs	
Total	76

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	20
The Production of New Units	0
Rehab of Existing Units	56
Acquisition of Existing Units	0
Total	76

Table 12 - One Year Goals for Affordable Housing by Support Type

#### Discussion

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The City of Florissant does not have an independent public housing authority, but rather lies within the jurisdiction of the St. Louis County Housing Authority. The St. Louis County Authority is responsible for public housing related action planning.

### **Actions planned during the next year to address the needs to public housing**

Not applicable.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

Not applicable.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Not applicable.

### **Discussion**

Not applicable.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The City of Florissant does not receive an Emergency Solutions Grant allocation for homeless facilities and services and there are not facilities or housing targeted to homeless households within Florissant. Instead, the City of Florissant falls within the boundaries of the St. Louis County Continuum of Care (CoC), which promotes a regional approach to addressing homelessness. Saint Louis County residents, including Florissant residents, who are homeless or experiencing a housing crisis can seek assistance by calling the Emergency Shelter Hotline. The Hotline is a centralized intake and referral system that can be accessed by calling a single number (314-802-5444). The caller is interviewed by an intake specialist, and if in crisis, is referred to either emergency shelter or rent/mortgage/utility assistance.

With the limited CDBG funds that the City of Florissant receives, there are no planned allocations to address the small homeless population (estimated to be four persons) in the community. There are numerous social service agencies who work with homeless individuals in the community. The City of Florissant will continue to build good working relationships and participate in the St. Louis County Continuum of Care meetings and support their efforts to end homelessness in St. Louis County.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

N/A

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

N/A

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

N/A

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

N/A

#### Discussion

N/A

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction**

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City of Florissant will strive to undertake the following strategies recommended in the Analysis of Impediments to Fair Housing to remove or ameliorate the barriers to fair/affordable housing. For any of these strategies to move forward, the City of Florissant will need to collaborate with St. Louis County and/or other local jurisdictions, agencies, and private entities. Therefore, specific action items are dependent on further community engagement, planning, and coordination. However, these proposed strategies give a rough idea of where the City of Florissant might focus its efforts. More detailed explanations of all the barriers and proposed strategies can be found in the Analysis of Impediments to Fair Housing.

Barrier: Affordable housing options are concentrated in areas of low opportunity.

#### **Strategies:**

- Support mixed-income housing developments by private developers
- Support comprehensive community development efforts aimed at improving access to opportunities

Barrier: Some residents of the Analysis of Impediments study area hold strong “not In My Back Yard” (NIMBY” sentiments as well as attitudes prejudiced against people of low income, those residing in subsidized housing, and racial/ethnic minorities.

#### **Strategies:**

- Collaborate with other agencies and local governments to develop an appropriate diversity and sensitivity awareness curriculum
- Collaborate with other agencies and local governments to develop a campaign to educate local leaders and elected officials regarding the economic benefits of diversity

Barrier: Zoning codes with restrictive definitions of “family” and occupancy permitting requirements allow communities to control, by approval or denial of a permit, who may live in their jurisdiction.

#### **Strategies:**

- Explore the opportunity to partner with a local university for a review of occupancy

permit requirements, family definitions, and zoning ordinances (including regulations regarding group homes and residential treatment centers) in partnership with St. Louis County and O'Fallon

•

Barrier: There are limited housing options for people with disabilities.

Strategies:

- Meet with disability advocates to better understand types and locations of units missing from the current accessible housing stock
- Provide public support to residential developments that offer universal design or otherwise exceed FHA minimum accessibility requirements
- Research model ordinances from HUD or the DOJ that address reasonable accommodation standards

•

Barrier: There is evidence of private sector lending discrimination in St. Louis County.

Strategies:

- Publicly praise or otherwise recognize financial institutions with a record of supporting fair housing initiatives.

•

Barrier: Small-scale landlords may not be fully compliant with the Fair Housing Act.

Strategies:

- Make residents and rental property owners aware of Fair Housing Act educational opportunities through organizations such as the St. Louis Apartment Association (SLAA)

## Discussion

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

#### **Actions planned to address obstacles to meeting underserved needs**

The City of Florissant has a record of strong performance in meeting underserved needs through the CDBG program. The largest obstacle to meeting underserved needs is funding. City staff will investigate creative leveraging strategies, such as the leveraging of volunteers in the existing Project IMPACT (formally known as the C.O.P.S. program), to continue to make a larger community impact with limited resources.

#### **Actions planned to foster and maintain affordable housing**

The City of Florissant will fund several rehabilitation programs to assist low income families with maintaining their homes. The City will continue to administer the Home Improvement Program which provides up to \$5000 to be used toward code violations or home repair and is forgiven if the homeowner lives in the home for 5 years. We will also continue to administer the Home Improvement Mechanical Program which provides assistance with the repair/replacement of water heaters, heating and/or cooling units (HVAC). Additionally, the City will fund Project IMPACT: Initiative to Maintain Properties and Assist our Community Together (FKA CO.P.S.) which provides material for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents could be or have been temporarily displaced from their homes due to health and safety issues. A substantial need has been identified in the community for assistance regarding the aging tree population in the area. In order to address this growing safety concern, this program will allow for up to \$3,000 to be utilized towards the mitigation of tree hazards. The funding for this program will come primarily from project income. Lastly, the City will continue to fund the mortgage, rental, and utility assistance program to serve low to moderate income households facing emergency or severe temporary economic hardship. This program is designed to help residents stay in their homes, whether they are home owners or renters.

#### **Actions planned to reduce lead-based paint hazards**

The City of Florissant continues to pursue an active role in eliminating the hazards of the lead-based paint in its housing stock. Staff successfully completed HUD's Office of Lead Hazard Control's Visual Assessment course pursuant to 24 CFR Part 35. All homeowners in the Home Improvement Program Loan Program with houses built before 1978 are given the "Protect Your Family from Lead In Your Home" Pamphlet and must sign a "Confirmation of Receipt" for documentation purposes. In addition the homes must undergo Lead Based Paint Testing on the areas of the home where a visual inspection is made for flaking and peeling paint does not pass. Bid packages containing work specifications will be bid out to pre-approved licensed lead abatement contractors. Dust and soil clearance tests will be performed after the work has

been completed. The City will continue to work with the St. Louis County Lead Surveillance Program to screen and evaluate children for lead absorption, and initiate treatment when needed. The Community Development Office will continue to be responsible for networking with appropriate City and County departments and other service providers in this area. In addition, the Community Development Office will maintain its close contact with the St. Louis Office of Community Development's Home Improvement staff and the designated lead coordinator, in order to comply with the lead-based paint regulations that went into effect in September 2000.

### **Actions planned to reduce the number of poverty-level families**

While poverty is a complex issue and not solvable with CDBG funding alone, the City of Florissant has designed existing CDBG programs and policies with the goal of contributing to the reduction of the number of poverty-level families in the jurisdiction. The City of Florissant housing rehabilitation programs (the Home Improvement Program, Home Improvement Program – Mechanical and Project IMPACT (formally known as the C.O.P.S. Program) provides a way for low income persons to maintain their existing homes without investing their own resources into repairs and rehabilitation. The emergency mortgage, rental, and utility assistance program provides a similar safety net for both owner and renter households.

A great deal of national research has been done on the importance of "housing as a platform" to improve quality of life. Access to safe, stable, and affordable housing has been linked to higher educational achievement for children, better economic prospects for parents, and improved health and well-being. Given that the City of Florissant's Analysis of Impediments to Fair Housing identifies Florissant as an area of high opportunity (low poverty, high school proficiency, and high labor market engagement) relative to many areas in north St. Louis County, safe, stable, and affordable housing options within the City of Florissant are especially likely to contribute to positive outcomes for individuals and families and ultimately reduce poverty. Therefore, City of Florissant CDBG programs around housing repair and assistance are important tools for long term poverty reduction.

### **Actions planned to develop institutional structure**

The institutional structure to carry out the programs referenced in this Annual Action Plan is already strong. The City of Florissant Department of Housing and Community Development administer the programs funded by the Community Development Block Grant. Private contractors do the actual work of rehabilitation services. The City staff is able to adequately monitor these contractors to assure that services are provided as promised.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

City staff will continue to attend meetings involving a wide spectrum of agencies and groups involved in issues such as housing, homelessness, foreclosures, community services, AIDS,

persons with disabilities, and environmental concerns. City staff will also continue to attend regular meetings to coordinate with the St. Louis County Continuum of Care.

## **Discussion**

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

- |  |          |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed  | 0        |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0        |
| 3. The amount of surplus funds from urban renewal settlements  | 0        |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan   | 0        |
| 5. The amount of income from float-funded activities   | 0        |
| <b>Total Program Income:</b>   | <b>0</b> |

#### Other CDBG Requirements

- |   |       |
|---|-------|
| 1. The amount of urgent need activities   | 0     |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 0.00% |

#### Discussion

**PROPOSED USE OF CDBG FUNDS**  
**2019 *ESTIMATED* Financial Summary**

FY2019 CDBG Program

**Community Development Block Grant Resources**

Entitlement Amount Estimate	\$241,140.00
<b>Total FY2019 Anticipated Funding</b>	<b>\$241,140.00</b>

Proposed Uses of CDBG Funds

**Housing Programs**

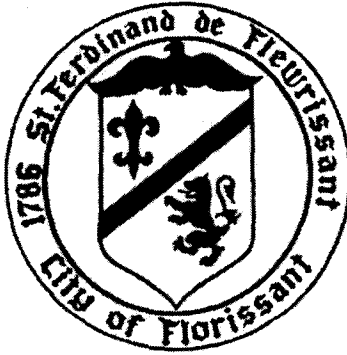
Home Improvement Program	\$171,140.00
Home Improvement Program – Mechanical	\$ 60,000.00
Project IMPACT	\$ 0.00

**Public Services**

Mortgage, Rental & Utility Assistance	\$ 10,000.00
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<b>Total</b>	<b>\$241,140.00</b>
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## **PUBLIC NOTICE CITY OF FLORISSANT**

**Public Hearing for the Community Development Block Grant (CDBG)  
Fiscal Year (FY) 2019 Annual Action Plan**

**Florissant City Hall, Council Chambers  
955 rue St. Francois  
Florissant, Missouri 63031  
October 8, 2018 at 7:30 p.m.**

**PUBLIC NOTICE IS HEREBY GIVEN that a public hearing  
will be held on Monday, October 8, 2018, at 7:30 p.m. at  
Florissant City Hall Council Chambers concerning the Fiscal  
Year 2019 Annual Plan for the Florissant Community  
Development Block Grant Program.**

**Anyone who needs assistance or auxiliary aids for the meeting should contact  
Carol O'Mara at (314) 839-7680 At least 24 hours before the meeting.**

**Posted this 24<sup>th</sup> day of September, 2018**

**M. Carol O'Mara, Director  
Housing and Community Development  
3147.839.7680**

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

9/24/2018

Mayor's Approval:

Agenda Date Requested:

8-Oct-18

Description of request: Public Hearing for Fiscal  
Year 2019 Annual Plan  
for the Florissant  
Community  
Development Block  
Grant Program (CDBG)

Department: Community Development

Recommending Board or Commission: Citizens Participation Committee

Type of request:

Ordinances	X	Other	X
Appropriation		Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			

Public Hearing needed: Yes / No

Y/N

YES

3 readings? : Yes / No

Y/N

NO

Back up materials  
attached:

Back up materials  
needed:

Minutes		Minutes	
Maps		Maps	
Memo	X	Memo	
Draft FY2019 Annual Plan	X	Draft Ord.	

**Note:** Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned in to the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:

Introduced by: \_\_\_\_\_

PH Speaker: \_\_\_\_\_

*Ce. to Council  
Willis  
AS*

# MEMORANDUM

To: MAYOR SCHNEIDER & FLORISSANT CITY COUNCIL  
From: M. Carol O'Mara, Director Community Development  
Re: Community Development Block Grant (CDBG) 2019 Annual Action Plan  
Date: September 13, 2018

This is a request for the approval of the Community Development Block Grant (CDBG) 2019 Annual Action Plan.

## PROPOSED USE OF CDBG FUNDS 2019 *Estimated* Financial Summary

FY2019 CDBG Program

### Community Development Block Grant Resources

Entitlement Amount Estimate	\$241,140.00
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<b>Total FY Anticipated Funding</b>	<b>\$241,140.00</b>
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Proposed Uses of CDBG Funds

### Housing Programs

Home Improvement Program	\$171,140.00
Home Improvement Program – Mechanical	\$ 60,000.00
Project IMPACT	\$ 0.00

### Public Services

Mortgage, Rental & Utility Assistance	\$ 10,000.00
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<b>Total</b>	<b>\$241,140.00</b>
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1 INTRODUCED BY COUNCILMAN CAPUTA  
2 NOVEMBER 12, 2018

3  
4 BILL NO. 9443

ORDINANCE NO.

5  
6 **ORDINANCE TO AUTHORIZE AN AMENDMENT TO B-5 ORDINANCE**  
7 **NO. 8105 TO ALLOW FOR A SHOPPING CENTER WITH A SIT-DOWN,**  
8 **CARRY-OUT RESTAURANT (IMO'S) FOR THE PROPERTY LOCATED**  
9 **AT 15285 NEW HALLS FERRY ROAD.**  
10

11 WHEREAS the City Council passed and approved B-5 Ordinance No. 8105 which  
12 authorized a B-5 Development of a shopping center; and

13 WHEREAS, per ordinance no. 8105, 15275 & 15267 New Halls Ferry Road was rezoned  
14 for New Halls Ferry Real Estate LLC, ; and

15 WHEREAS, the Planning and Zoning Commission of the City of Florissant has  
16 recommended to the City Council at their meeting of October 15, 2018 that Ordinance No. 8105  
17 be amended to allow for the changes in the building plans; and

18 WHEREAS, due and lawful notice of public hearing no. 18-11-032 on said proposed  
19 change was duly published, held and concluded on 12<sup>th</sup> day of November, 2018 by the Council  
20 of the City of Florissant; and

21 WHEREAS, the Council, following said public hearing, and after due and careful  
22 deliberation, has concluded that the amendment of Ordinance No. 8105, as hereinafter set forth,  
23 to be in the best interest of the public health, safety and welfare of the City of Florissant; and

24  
25 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
26 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
27  
28

29 Section 1: B-5 Ordinance No. 8105 is hereby amended to allow for a Shopping Center,  
30 including a sit-down, carryout restaurant (**Imo's**) at **15285 New Halls Ferry** in an existing 'B-5'  
31 Zoning District, according to Preliminary Development Plan 1, 2, 3 and 4 of 4 dated September  
32 2018 and Color rendered elevations attached, depicting the development, subject to  
33 the regulations of the 'B-5' Planned Commercial District, and the following additional  
34 requirements:  
35

36 **1. PERMITTED USES**

37 The uses permitted for this property shall be limited to a sit-down, carryout restaurant and  
38 other uses listed as permitted uses in the 'B-3' Extensive Business District. Other uses shall  
39 require approval by amendment to this 'B-5' Ordinance.

## 41 2. FLOOR AREA, HEIGHT AND BUILDING REQUIREMENTS

42 The total gross floor area of the shopping center shall not exceed 6400 square feet.

## 44 3. PERFORMANCE STANDARDS

45 The uses within the 'B-5' Planned Commercial District identified herein shall conform to the  
46 most restrictive performance standards as set forth in Section 405.135H of the Florissant Zoning  
47 Ordinance.

## 49 4. TRASH ENCLOSURES

50 Trash shall be kept within the area as shown on drawing **Preliminary Development Plan 1**  
51 **dated** September 2018, attached, with 20' concrete apron in front of gates for vehicle loading.

## 53 5. PLAN SUBMITTAL REQUIREMENTS

54 Final Development Plan shall be submitted to the Building Commissioner and shall include  
55 improvements as shown on drawing plans as listed above and shall be indicated on the Final  
56 Development Plan.

## 58 6. SITE DEVELOPMENT PLAN CRITERIA:

### 59 a. Structure Setbacks:

60 (1) All setbacks shall be as shown on drawing Preliminary Development Plan 1 of  
61 4 dated September 2018, attached.

### 62 b. Internal Drives:

63 (1) There shall be internal drives as shown on Preliminary Development Plan 1  
64 of 4 dated September 2018, attached.

### 65 c. Minimum Parking/Loading Space Requirements.

66 (1) There shall be **61 required parking spaces** provided on the property,  
67 which includes "accessible" spaces. The term "handicapped" shall not be used

68 on signage.

69 d. Road Improvements, Access and Sidewalks

70 (1) There shall be new sidewalks and curb ramps provided as shown on  
71 Preliminary Development Plan 1 of 4 dated September 2018, attached.

72 e. Lighting Requirements.

73 (1) Location of lighting standards shall be as shown on Preliminary Development  
74 Plan 2 of 4, dated September 2018.

75 f. Sign Requirements.

76 (1) All signage shall comply with the City of Florissant sign ordinance for  
77 commercial districts.

78 g. Landscaping and Screening.

79 (1) Landscaping provided shall be as shown on Preliminary Development Plan 3  
80 of 4, dated September 2018, attached.

81 (2) Fence shown along north property line shall be 6' solid vinyl where shown.

82 (3) Minimum Greenspace of the property shall be 25%.

83 (4) Extend landscaping screen down the remainder of the northern property line  
84 past the parking lot to the end of the end of the property along the R-4  
85 District.

86 (5) Add 9 shrubs to meet the landscaping requirements of the City's Landscape  
87 Code.

88 h. Miscellaneous Design Criteria.

89 (1) All applicable parking, circulation, sidewalks, and all other site design  
90 features shall comply with the Florissant City Code.

91 (2) The façades of the building shall be clay fired brick or natural stone, meeting  
92 the masonry ordinance of the City, 500.040.

93 (3) Pipe bollards @ 5' o.c. shall be included to protect outdoor seating.

94 i. Off-Street Loading Regulations. The off-street loading facilities required with respect  
95 to the establishment shall comply with section 405.135 of the City Code.

96 (1) There shall be one (1) 10'x 40' loading zone included in the parking plan.

97

98 **7. FINAL SITE DEVELOPMENT PLAN**

99 The Final Development Plan shall be submitted to the Building Commissioner to review for  
100 compliance with the applicable "B-5" Planned Commercial Development ordinance prior to  
101 recording. Any variations from this ordinance approved by the City Council and/or the  
102 conceptual plans attached to this ordinance shall be processed in accordance with the procedure  
103 established in the Florissant Zoning Code.

104  
105 Permittee shall file for record with the St. Louis County Recorder of Deeds a copy of this  
106 ordinance; the Permit shall not be effective until Permittee shall have submitted proof of such  
107 filing and submitted to the City Engineer a written acknowledgment and acceptance of the  
108 conditions specified herein.

109  
110 **8. AMENDMENTS TO THE SITE AND EXTERIOR BUILDING PLANS:**

111 Any changes from the approved Site Development Plan must be reviewed by the Building  
112 Commissioner. The Building Commissioner must make a determination as to the extent of the  
113 changes per the following procedure:

114  
115 To amend the site development plan or site development concept plan approved for the "B-5"  
116 Planned Commercial District:

117  
118 a.Submission/initial review regarding consistency requirement. The property owner or  
119 authorized representative may submit an amended site development (concept) plan to the  
120 Building Commissioner for review. The Building Commissioner shall evaluate the request for  
121 consistency in purpose and content with the nature of the proposal as originally or previously  
122 advertised for public hearing, with conditions of the pertinent existing Planned Commercial  
123 District ordinance and with any previously approved site development plans. If the submission  
124 of the amended site development plan is necessitated by the enactment of an amended Planned  
125 Commercial District ordinance hereunder, the changes sought shall be deemed major and shall  
126 require a review thereof by the Planning and Zoning Commission.

127  
128 b.Initial determination of non-consistency. If the Building Commissioner determines that  
129 the proposed amendment to the previously approved site plan is not consistent in purpose and

130 content with the nature of the proposal as originally or previously advertised for public  
131 hearing or does not meet all of the conditions of the pertinent Planned Commercial District  
132 ordinance, the Building Commissioner shall so report to the applicant and the Planning and  
133 Zoning Commission. If the applicant wishes to proceed with such proposed amendment, such  
134 applicant may elect to thereafter proceed in accordance with the provisions of this Section.

135  
136 c. Initial determination of consistency/minor changes. If the Building Commissioner  
137 determines that the proposed amendment to the previously approved site plan is minor in nature  
138 and is not in conflict with the nature of the proposal as originally or previously advertised for  
139 public hearing and meets all of the conditions of the pertinent Planned Commercial District  
140 ordinance, the Building Commissioner shall notify the Planning and Zoning Commission thereof  
141 and may conditionally approve such proposed amendment, which approval shall be deemed  
142 ratified by the Planning and Zoning Commission unless five (5) or more members thereof  
143 thereafter request at the first (1st) regularly scheduled and conducted meeting after notification  
144 that such proposed amendment be submitted to the Planning and Zoning Commission for review.  
145 In lieu of a grant of conditional approval, the Building Commissioner or designated  
146 representative may submit the proposed amendment to the Planning and Zoning Commission for  
147 review. In case of disapproval of the proposed amendment by the Building Commissioner, the  
148 applicant shall be notified and may thereafter request review thereof by the Planning and Zoning  
149 Commission.

150  
151 d. Initial determination of consistency/major changes. If the Building Commissioner  
152 determines that the proposed amendment to the previously approved site plan is major in nature,  
153 but it is not in conflict with the nature of the proposal as originally or previously advertised for  
154 public hearing and meets all of the conditions of the pertinent Planned Commercial District  
155 ordinance, the Building Commissioner shall notify the Planning and Zoning Commission thereof  
156 and shall submit the proposed amendment to the Planning and Zoning Commission for review.

157  
158 **9. GENERAL DEVELOPMENT CONDITIONS.**

- 159 a. Written approval and all necessary permits must be obtained from Metropolitan St. Louis  
160 Sewer District, Missouri Department of Transportation, Missouri Department of Natural

Resources and the Army Corps of Engineers in addition to obtaining all the permits required by the City of Florissant.

b. Unless, and except to the extent, otherwise specifically provided in this ordinance, development shall be effected only in accordance with all ordinances of the City of Florissant.

c. The Department of Public Works shall enforce the conditions of this ordinance in accordance with the Final Development Plan approved by the Planning & Zoning Commission and all other ordinances of the City of Florissant.

**10. PROJECT COMPLETION.**

Construction shall start within 120 days of the issuance of building permits for the project and shall be developed in accordance of the approved final development plan within **360** days of start of construction.

Section 2: The new 'B-5' ordinance, when adopted, will rescind, nullify or otherwise replace Ordinance No. 8105.

Section 3: This ordinance shall become in full force and effect immediately upon its passage and approval.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Jeff Caputa  
President of the Council

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

\_\_\_\_\_  
Karen Goodwin, MPPA/MMC/MRCC  
City Clerk

1 INTRODUCED BY COUNCILMAN SIAM  
2 NOVEMBER 12, 2018

3  
4 BILL NO. 9444

ORDINANCE NO.

5  
6 **ORDINANCE TO AUTHORIZE A TRANSFER OF SPECIAL USE**  
7 **PERMIT NO. 7018 FROM CROSS KEYS AUTO INC. TO STL CHEAP**  
8 **CARS INC. FOR THE OPERATION OF A USED CAR DEALERSHIP**  
9 **LOCATED AT 14050 NEW HALLS FERRY ROAD.**  
10

11 WHEREAS, the Florissant Zoning Ordinance authorizes the Council of the City of  
12 Florissant, by Special Use Permit, after public hearing thereon, to permit the location and  
13 operation of a used car dealership; and

14 WHEREAS, pursuant to Ordinance No. 7018, Cross Keys Auto Inc. was issued Special  
15 Use Permit No. 7018 to operate a used car dealership; and

16 WHEREAS, an application has been filed by STL Cheap Cars Inc. to transfer the Special  
17 Use Permit authorized by Ordinance No. 7018 to its name; and

18 WHEREAS, the City Council of the City of Florissant determined at its meeting on  
19 November 12, 2018, that the business operated under Ordinance No. 7018 would be operated in  
20 a substantially similar fashion as set out herein and would maintain the health, safety, morals  
21 and general welfare of the City; and

22 WHEREAS, STL Cheap Cars, Inc. has accepted the terms and conditions set out in  
23 Ordinance No. 7018.

24 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
25 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

26  
27 Section 1: The Special Use Permit No. 7018 is hereby transferred from Cross Keys Auto  
28 Inc. to STL Cheap Cars, Inc., for the operation of a used car dealership located at 14050 New  
29 Halls Ferry Road.

30 Section 2: The terms and conditions of said Special Permit authorized by Ordinance No.  
31 7018 shall remain in full force and effect.

32 Section 3: The Special Use Permit herein authorized shall terminate if the said business  
33 ceases operation for a period of more than ninety (90) days.

34 Section 4: This ordinance shall become in force and effect immediately upon its passage  
35 and approval.  
36

37

38       Adopted this \_\_\_\_ day of \_\_\_\_\_, 2018.

39

40

41

42

\_\_\_\_\_  
Jeff Caputa  
Council President

43

44

45

46       Approved this \_\_\_\_ day of \_\_\_\_\_, 2018.

47

48

49

50

\_\_\_\_\_  
Thomas P. Schneider  
Mayor, City of Florissant

51

52

53   ATTEST:

54

55

56   \_\_\_\_\_  
Karen Goodwin, MPPA/MMC/MRCC  
57   City Clerk

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 NOVEMBER 12, 2018

3  
4 BILL NO. 9445

ORDINANCE NO.

5  
6 **ORDINANCE AUTHORIZING A TRANSFER OF SPECIAL USE**  
7 **PERMIT NO. 8223 FROM METROPOLITAN EVENTS, LLC TO GRACE**  
8 **AND MERCY ADULT PROGRAM II, LLC LOCATED AT 11**  
9 **PATTERSON PLAZA FOR THE OPERATION OF AN EVENT**  
10 **BANQUET CENTER.**

11  
12 WHEREAS, the Florissant Zoning Ordinance authorizes the Council of the City of  
13 Florissant, by Special Use Permit, after public hearing thereon, to permit the location and  
14 operation of an event banquet center; and

15 WHEREAS, pursuant to Ordinance No. 8223, Metropolitan Events, LLC was issued a  
16 Special Use Permit to operate an event banquet center at 11 Patterson Plaza; and

17 WHEREAS, an application was filed by Juanita Gullet on behalf of Grace and Mercy  
18 Adult Day Program II, LLC to operate an adult day care program at 11 Paterson Plaza in addition  
19 to the existing operation of an event banquet center; and

20 WHEREAS, during the public hearings pertaining to the application to amend Special  
21 Use Permit No. 8223 to allow the additional use of an adult day care, the City Council discussed  
22 the ongoing operations of the event banquet center, including the incidents in which the police  
23 department had to respond to complaints which adversely affected the surrounding properties  
24 and general welfare of the community; and

25 WHEREAS, during the public hearings pertaining to the application for the operation of  
26 an adult day care, Juanita Gullet and Mark Gullet represented that Sonja Dulick, the owner of  
27 Metropolitan Events, LLC, was no longer involved in the event banquet center operation, that the  
28 lease had expired on October 31, 2018 and that Sonja Dulick consented to the transfer of the  
29 Special Use Permit; and

30 WHEREAS, during the public hearings pertaining to the application for the operation of  
31 an adult day care, Juanita Gullet and Mark Gullet, on behalf of Grace and Mercy Adult Day  
32 Program II, LLC, represented that the event banquet center use would cease all operations prior  
33 to January 1, 2019; and

34 WHEREAS, an application has been filed by Grace and Mercy Adult Day Program II,  
35 LLC. to transfer the Special Use Permit authorized by Ordinance No. 8223 to it; and

36 WHEREAS, the City Council of the City of Florissant determined at its meeting on  
37 November 12, 2018, that the business operated under Ordinance No. 8223 could be operated in

a similar fashion as set out herein until January 1, 2019 provided that there was no adverse effect on the surrounding properties or on the health, safety, morals and general welfare of the City; and

WHEREAS, Grace and Mercy Adult Day Program II, LLC has accepted the terms and conditions set out in Ordinance No. 8223, and has agreed to additional conditions set forth herein.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1: The Special Use Permit No. 8223 is hereby transferred from Metropolitan Events LLC to Grace and Mercy Adult Day Program II, LLC for the operation of an event banquet center located at 11 Patterson Plaza with the following stipulations:

1. Hours of operation for the event/banquet center shall only be on Friday, Saturday and Sunday between the hours of 7:00 p.m. to 1:00 a.m. and no liquor will be served unless catered by a licensed caterer with a valid liquor license.
2. All music must end prior to 11:30 pm for any event.
3. This event/banquet center use shall expire on December 31<sup>st</sup>, 2018.

Section 2: All other terms and conditions of said Special Permit authorized by Ordinance No. 8223 shall remain in full force and effect.

Section 3: This ordinance shall become in force and effect immediately upon its passage and approval.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Jeff Caputa  
Council President

Approved this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

\_\_\_\_\_  
Karen Goodwin, MPPA/MMC/MRCC  
City Clerk

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 NOVEMBER 12, 2018

3  
4 BILL NO. 9446

ORDINANCE NO.

5  
6  
7 **ORDINANCE AUTHORIZING AN AMENDMENT TO SPECIAL USE**  
8 **PERMIT NO. 8223 ALLOWING AN EVENT BANQUET CENTER, TO**  
9 **ALLOW THE ADDITIONAL USE AS AN ADULT DAY CARE**  
10 **PROGRAM FOR THE PROPERTY LOCATED AT 11 PATTERSON**  
11 **PLAZA SHOPPING CENTER.**

12  
13 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of  
14 Florissant, by Special Use Permit, after public hearing thereon, to permit the location and  
15 operation of an adult day care program; and

16 WHEREAS, pursuant to ordinance no. 8223 the Florissant City Council previously  
17 granted a Special Use permit to Sonja Dulick d/b/a Metropolitan Events, LLC for the operation  
18 of an event banquet center at 11 Patterson Plaza Shopping Center, subject to certain conditions;  
19 and

20 WHEREAS, an application was filed by Grace and Mercy Adult Program II, LLC to  
21 operate an adult day program in the same location at 11 Patterson Plaza; and

22 WHEREAS, the Planning and Zoning Commission of the City of Florissant at their  
23 meeting of July 16th, 2018 has recommended that the current Special Use Permit authorized by  
24 ordinance no. 8223 be amended to allow the additional Special Use of the operation of an adult  
25 day care program; and

26 WHEREAS, notice of a public hearing on the application to amend Special Use Permit  
27 no. 8223 to allow the additional use of the operation of an adult day care program was duly  
28 published and commenced on August 13, 2018 but was continued for additional information and  
29 comment until concluded on October 22, 2018; and

30 WHEREAS, during the public hearing pertaining to the application for an adult day care  
31 program, the City Council raised questions and issues concerning the operation of the event  
32 banquet center use at the same location of the proposed adult day care program; and

33 WHEREAS, during the public hearings pertaining to the application for the operation of  
34 an adult day care, Juanita Gullet and Mark Gullet represented that Sonja Dulick, the owner of  
35 Metropolitan Events, LLC, was no longer involved in the event banquet center operation, that the

1 lease had expired on October 31, 2018 and that Sonja Dulick consented to the transfer of the  
2 Special Use Permit for the event banquet center; and

3 WHEREAS, during the public hearings pertaining to the application for the operation of  
4 an adult day care, Juanita Gullet and Mark Gullet, on behalf of Grace and Mercy Adult Day  
5 Program I, LLC, represented that the event banquet center use would cease all operations prior to  
6 January 1, 2019; and

7 WHEREAS, an application was filed to transfer Special Use Permit No. 8223 from  
8 Metropolitan Events LLC to Grace and Mercy Adult Program II, LLC and said application was  
9 approved by the City Council; and

10 WHEREAS, the City Council, following said public hearings, and after due and careful  
11 consideration, has concluded that the granting of an amendment to the Special Use Permit  
12 authorized by Ordinance No. 8223 to allow the operation of an event/banquet center subject to  
13 certain conditions, and the operation of an adult day care center at 11 Patterson Plaza Shopping  
14 Center, as hereinafter provided, would be in the best interest of the City of Florissant and will not  
15 adversely affect the health, safety, morals and general welfare of the City.

16  
17 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
18 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

19  
20 Section 1: The Special Use Permit previously granted to Metropolitan Events, LLC and  
21 transferred to Grace and Mercy Adult Day Program II, LLC for the operation of an  
22 events/banquet center at 11 Patterson Plaza is hereby amended by granting an additional Special  
23 Use Permit to allow the operation of an adult day care program at 11 Patterson Plaza with the  
24 following stipulations:

- 25 1. The Adult Day Program shall be licensed by the State of Missouri and shall fully  
26 comply with all of the regulations of the State of Missouri.
- 27 2. All of the terms and conditions of said Special Use Permit authorized by Ordinance  
28 No. 8223 and authorized by the transfer of Special Permit in Ordinance No. \_\_\_\_\_  
29 shall be in full force and effect.
- 30 3. Hours of operation for the adult day care shall only be from 7 am until 4 pm Monday  
31 through Friday and shall not be authorized to conduct business prior to January 1,  
32 2019.
- 33 4. In accordance with the regulations of the State of Missouri, the plans shall show:  
34 a. A determined number of reclining chairs.

- b. The tables and chairs that will be used for dining and/or activities.
- c. A drinking fountain or water cooler location with cups.
- d. A separate resting area with beds.
- e. An accessible path from the parking area into the facility.

5. No drugs or medications can be administered by staff.

6. All medications, prescription drugs and similar drugs shall be removed from the property at the end of the hours of operation of the adult daycare program and all such medications, prescription drugs and similar drugs shall be stored in a storage room.

7. No meals will be served.

Section 2: When the named permittee discontinues the operation of said business, the Special Use Permit herein granted shall no longer be in force and effect.

Section 3: This ordinance shall become in force and effect immediately upon its passage and approval.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Jeff Caputa  
President of the Council  
City of Florissant

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

\_\_\_\_\_  
Karen Goodwin, MPPA/MMC/MRCC  
City Clerk

**GRACE & MERCY ADULT PROGRAM II, LLC**

August 22, 2018

Mrs. Juanita Gullet  
Director

15420 Forte De France Lane  
Florissant, MO 63034

Re: Ordinance to authorize an amendment to Special Use Permit No. 8223 to Grace & Mercy Adult Program II, LLC

Dear Councilmen:

Per our meeting on Monday, August 13, 2018, concerning our request for approval for a Special Use Permit, to meet the qualification for a state inspection.

The attached floorplan is submitted for your review and for you to better understand the layout and the concept of the Adult Program.

Although, it is our commitment to provide excellence care, we are also seeking to provide a social club environment, where seniors on a daily basis can enjoy the company of other seniors, to share their life experiences, participate in all types of in-house activities, and field trips away from the facility.

It is our desire to give hope, and to present possibility that would make life worth living. We as human beings have much more to share, and a whole lot of love to give.

Your approval to this request will be instrumental to changing the lives of many of your constituents that have not had the pleasure of meeting you.

We only ask that the Councilmen of the City of Florissant share in this vision for quality care, and to make a difference by investing into the lives of our Senior Citizens.

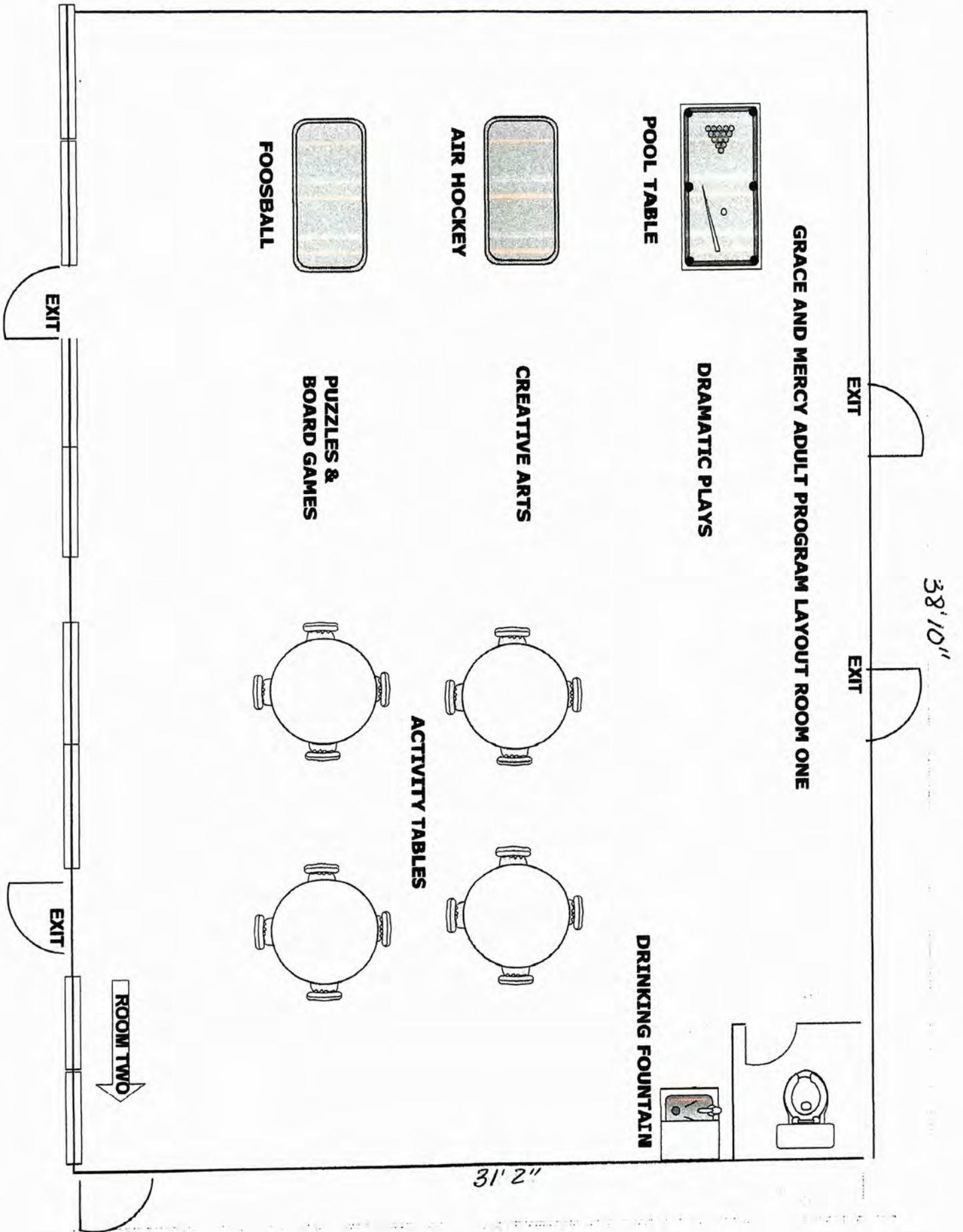
I look forward to working with you. You can reach me at (314) 443-5171 or at [jlove5172@yahoo.com](mailto:jlove5172@yahoo.com).

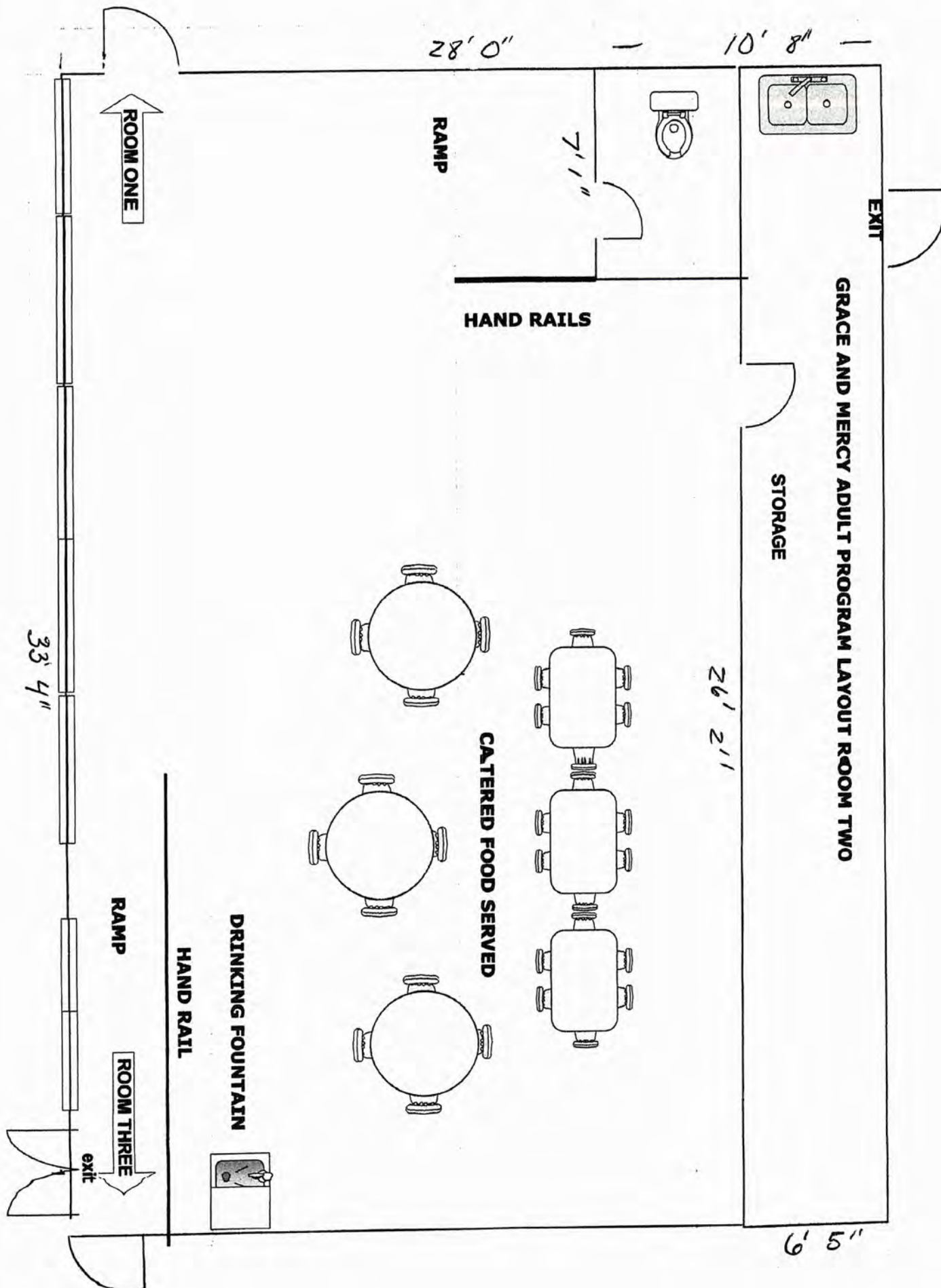
Sincerely,

  
JUANITA GULLET

Enclosure: Grace & Mercy Adult Program Floorplan Layout

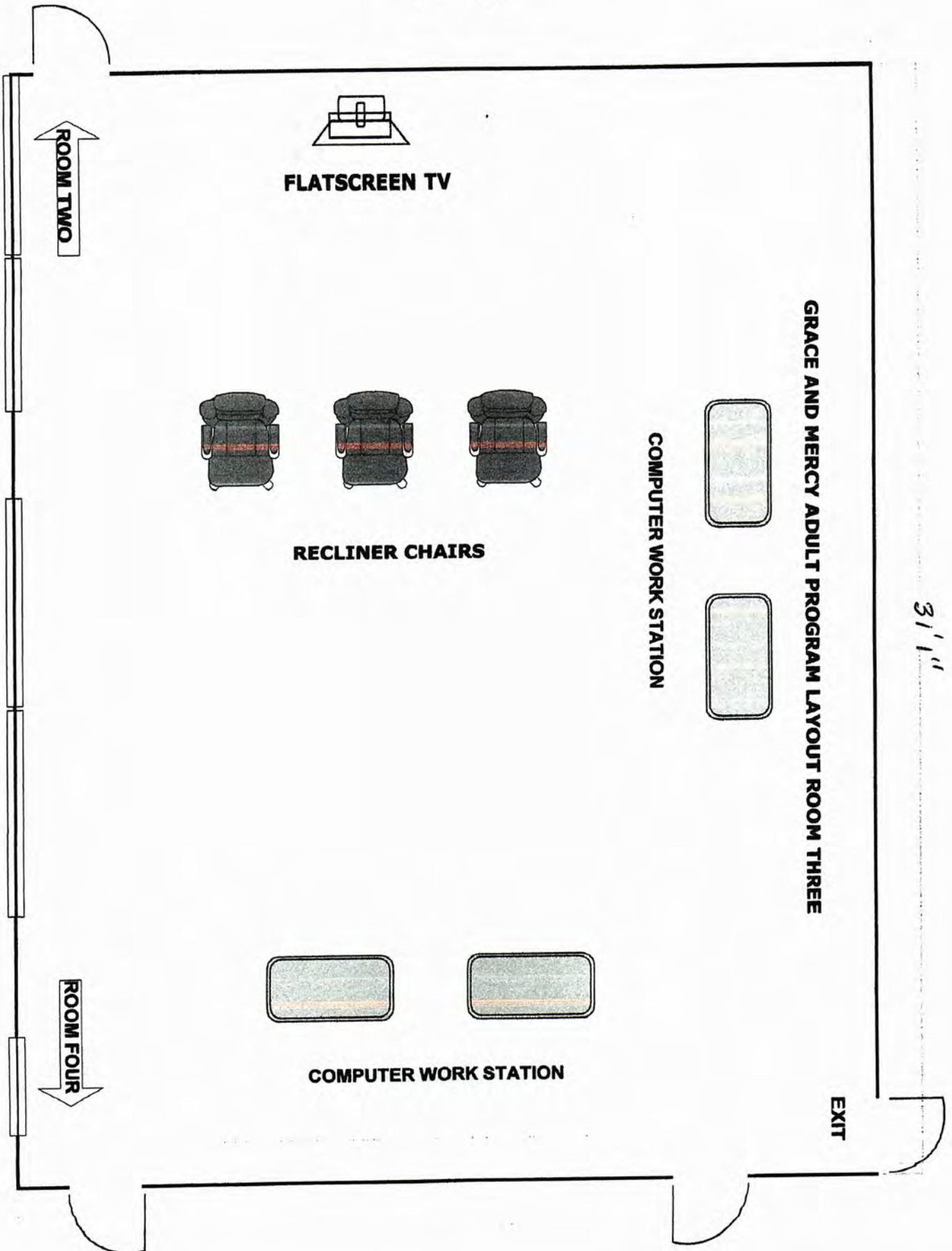
38' 8"





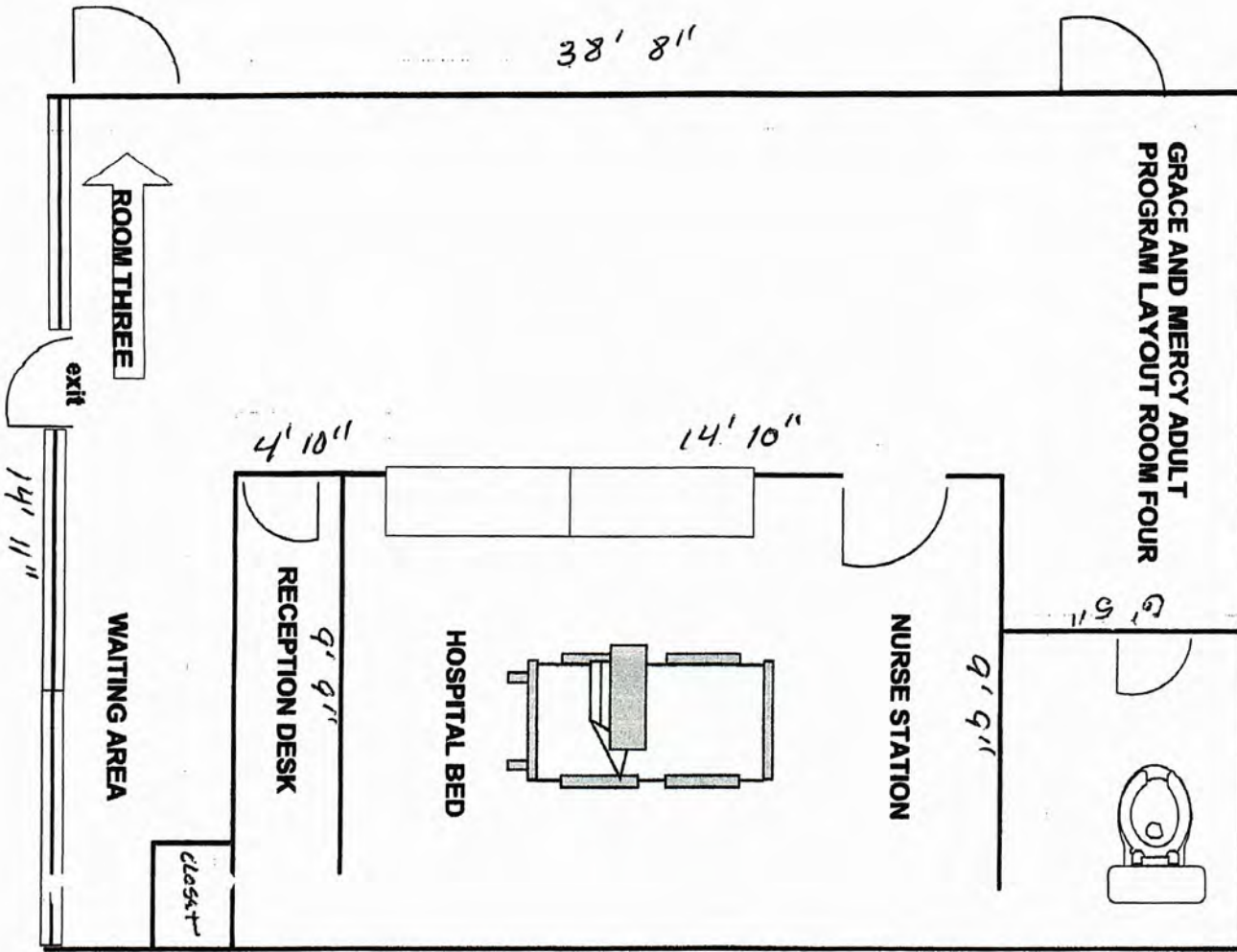
38' 8"

31' 1"



38' 8"

GRACE AND MERCY ADULT  
PROGRAM LAYOUT ROOM FOUR



## **CITY OF FLORISSANT**



### **PUBLIC HEARING NOTICE**

**In accordance with 405.310 of the Florissant Zoning Code a Public Hearing will be held by the City Council of Florissant, Mo. in Council Chambers, 955 rue St. Francois on Monday, August 13, 2018 at 7:30 P.M. on the following proposition:**

**To authorize an amendment to Special Use Permit No. #8223 to Grace & Mercy Adult Program II, LLC d/b/a Grace & Mercy Adult Program to allow for the addition of an Adult Day Care to a Banquet/Event Center in an B-3 Zoning District for the property located at 11 Patterson Plaza Shopping Center (legal description to govern). Citizens will have an opportunity to be heard. Anyone with special needs should contact the City Clerk at least 5 days before said public hearing by calling 839-7630 or TDD 839-5142.**

**CITY OF FLORISSANT, Karen Goodwin, City Clerk**

**GRACE & MERCY  
ADULT DAY CARE PROGRAM II LLC  
11 Patterson Plz., Florissant MO 63031**

Mark & Juanita Gullet  
15420 Forte De France Lane  
Florissant MO 63034

City of Florissant Councilmen  
Florissant City Hall  
955 Rue, St Francois  
Florissant MO 63031

October 14, 2018

Re: Request that Mrs. Sonja Dulick name be removed from the "Request to authorize an amendment to Special Use Permit No. 8223 to Grace & Mercy Adult Program II, LLC"

Dear Councilmen:

Per Enclosure (1), "Re: Sonja Dulick request to revoke all my interest in Grace & Mercy Adult Program II, LLC", It is therefore requested that her name be removed from the "Request to authorize an amendment to Special Use Permit No. 8223 to Grace & Mercy Adult Program II, LLC"

Also, it is request that Enclosure (2), Florissant Planning & Zoning Commission Application be changed to remove Sonja Dulick as Business Owner and change it to read: Mark & Juanita Gullet as Business Owners, and that Enclosure (3), Special Use Permit Application be changed to remove Sonja Dulick as Petitioner as it pertains to DBA (Doing Business As) Grace & Mercy Adult Program II, LLC, and to replace her name to read: Juanita Gullet as Petitioner.

Furthermore, it is requested that the Zoning and Planning process be waived.

Per your request for additional information, during the Florissant City Council Meeting on October 8, 2018, the below listed documents are provided:

- a. Enclosure (4), A copy of the Assignment and Assumption of Lease dated June 2018.
- b. Enclosure (5), Excerpt from the State of Missouri Department of Health and Senior Services, Adult Day Care Program Manual pages 13-14. (To establish that the State of Missouri Regulates and oversee the physical requirement of space requirements, room provided and size, toilets and handwashing sinks, etc.).
- c. Enclosure (6), A copy of Metropolitan Events LLC, Monthly Scheduled Events.

If you have any questions concerning this matter, you can contact us at (314) 398-9829 or (314) 443-5171.

In His Service,

  
Mark Gullet

  
Juanita Gullet

Owners Grace & Mercy Adult Program II

6 Enclosures

# METRO CLUBHOUSE METROPOLITAN EVENTS, LLC

11 Patterson Plz., Florissant MO 63031

Mrs. Sonja Dulick  
6 Thornton Abby Ct.  
Florissant MO 63033

City of Florissant Councilmen  
Florissant City Hall  
955 Rue, St Francois  
Florissant MO 63031

October 11, 2018

Re: Request to revoke all my interest in Grace & Mercy Adult Program II, LLC

Dear Councilmen:

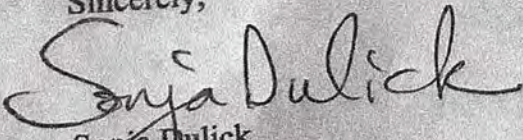
I Sonja Dulick request to revoke all my interest in Grace & Mercy Adult Program II, LLC to include the Public Hearing: Request to authorize an amendment to Special Use Permit No, 8223 to Grace & Mercy Adult Program II, LLC.

I have decided not to do business with the Grace & Mercy Adult Program. Therefore, I advise you to please remove my name from the existing amendment to the Special Use Permit for 11 Patterson Plaza, Florissant MO.

However, I do not object to Mark & Juanita Gullet seeking to amend the existing Special Use Permit No, 8223.

If you have any questions concerning this matter, please contact me at (314) 724-1452.

Sincerely,

  
Sonja Dulick  
Owner Metro Clubhouse Events

ENCL L

# FLORISSANT PLANNING & ZONING COMMISSION APPLICATION



*Amended  
OKD 8223*

City Of Florissant – Public Works 314-839-7648

"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."

Application is hereby made to the Building Commissioner, Department of Public Works at the City of Florissant, Missouri, to appear before the Planning & Zoning Commission.

Please Print neatly or Type the Following Information:

Property Address: 11 Patterson Plaza, Florissant MO 63031

Property Owners Name: Cozad Commercial Real Estate Ltd Phone/email: (314) 781-3000/info@cozadgroup.com

Property Owners Address: 16 Sutton Dr., Suite 164 St Louis MO 63143

Business Owners Name: Sonja Dulick Phone/email: 314 724-1451/underwr81@yahoo.com

Business Owners Address: 105 Kendl Ct., Florissant MO 63031

DBA (Doing Business As) Grace & Mercy Adult Program

Authorized Agents Name: Juanita Gullet Co. Name: Same as above  
(Authorized Agent to Appear Before The Commission)

Agents Address: 15420 Forte De France Lane, Florissant MO 63034 Phone/email: 314 443-5171/jlove5172@yahoo.com

Request (review and approval of the Planning and Zoning Commission for compliance with regulations.

Applicant had no intentions of remodeling and construction plans are not applicable.)

State complete request (print or type only). ADULT DAY CARE

IF A TRAFFIC STUDY IS REQUIRED FOR CERTAIN DEVELOPMENTS AND USES THE COST OF THE TRAFFIC STUDY SHALL BE PAID BY THE APPLICANT. PLEASE SUBMIT FOLDED PLANS

Sonja Dulick  
Applicant's Signature

5/21/18  
Date

Received by: [Signature] Receipt # 1210598 Amount Paid: 300 Date: 7-5-18

STAFF REMARKS: Cindy Pezzimentis is Owner, COZAD is Property management.  
COMMISSION ACTION TAKEN:

DATE APPLICATION REVIEWED: 7/14/18 see staff report.

[Signature]  
SIGNATURE OF STAFF WHO REVIEWED APPLICATION

Planning & Zoning Application  
Page 1 of 1 - Revised 7/15/15

Packet Page 174 of 221

ENCL 2

RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN

SIGN. [Signature] DATE: 7-11-18

**SPECIAL USE PERMIT APPLICATION  
TO THE CITY OF FLORISSANT  
PLANNING AND ZONING COMMISSION**

**RECOMMENDED APPROVAL**  
PLANNING & ZONING  
CHAIRMAN



SIGN. [Signature]

DATE: 7-16-15  
City Of Florissant – Public Works  
314-839-7648

*"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."*

PLANNING & ZONING ACTION      Council Ward      Zoning

Initial Date Petitioner Filed      Building Commissioner  
to complete      ward, zone & date filed

SPECIAL PERMIT FOR to operate as an Adult Daycare Provider

Statement of what permit is being sought. (i.e., special permit for operation of a restaurant).

AMEND SPECIAL PERMIT #-                      TO ALLOW FOR                       
ordinance #      Statement of what the amendment is for.

LOCATION 11 Patterson Plaza, Florissant MO 63031  
Address of property.

1) Comes Now Sonja Dulick      Grace & Mercy Adult Program II, LLC  
Enter name of petitioner. If a corporation, state as such. If applicable include DBA (Doing Business As)

and states to the Planning and Zoning Commission that he (she) (they) has (have) the following legal interest in the tract of land located in the City of Florissant, State of Missouri, as described on page 3 of this petition.

Legal interest in the Property) COZAD Commercial Real Estate Ltd      Lease

State legal interest in the property. (i.e., owner of property, lease).

Submit copy of deed or lease or letter of authorization from owner to seek a special use.

2) The petitioner(s) further state(s) that the property herein described is presently being used for Metropolitan Events/ Event Planning and that the deed restrictions for the property do not prohibit the use which would be authorized by said Permit.

3) The petitioner(s) further states (s) that they (he) (she) are submitting a detailed site plan of the proposed or existing development showing location and use of all structures, off-street parking, and all other information required by the Zoning Ordinance or determined necessary by the Building Commissioner.

4) The petitioner(s) further state(s) that (he) (she) (they) shall comply with all the requirements of the City of Florissant, including setback lines and off- street parking.

5) The petitioner (s) further (represent (s) and warrants (s) that they (he) (she) has (have) not made any arrangement to pay any commission gratuity or consideration, directly or indirectly to any official, employee or appointee of the City of Florissant, with respect to this application.

6) The petitioner(s) further state (s) that the Special Use Permit is sought for the following purposes, and no other, as listed in detail, all activities sought to be covered by the permit (i.e.; operation of a business, approval of building and/or site plans (preliminary and / or final), plan approval for signage, etc.):

7) The petitioner (s) state (s) the following factors and reason to justify the permit:

(If more space is needed, separate sheets maybe attached)

Sonja Dulick Sonja Dulick / underwsr81@yahoo.com/314 724-1452  
PRINT NAME SIGNATURE email and phone

FOR Partnership  
(company, corporation, partnership)

Print and sign application. If applicant is a corporation or partnership signature must be a CORPORATE OFFICER or a PARTNER.  
NOTE: Corporate officer is an individual named in corporate papers.

8) I (we) hereby certify that, as applicant (circle one of the following):

a. I (we) have a legal interest in the herein above described property.

☒ b. I am (we are) the duly appointed agent(s) of the petitioner (s), and that all information given here is true and a statement of fact.

Permission granted by the Petitioner assigning an agent (i.e. Architect) to present this petition in their behalf, to the Commission and/or Council. The petitioner must sign below, and provide contact information:

PRESENTOR SIGNATURE Juanita Gullet

ADDRESS 15420 Forte De France Lane, Florissant MO 63034  
STREET CITY STATE ZIP CODE

TELEPHONE / EMAIL 314 443-5171 / ilove5172@yahoo.com  
BUSINESS

I (we) the petitioner (s) do hereby appoint Juanita Gullet as  
Print name of agent.

my (our) duly authorized agent to represent me (us) in regard to this petition.

Sonja Dulick  
Signature of Petitioner authorizing an agent

**NOTE:** When the petitioner and/or his duly authorized agent appears before the Planning and Zoning Commission and to make a presentation, the same individuals must also appear before the City Council at the Public Hearing to make the presentation and no one else will be permitted to make the presentation to the City Council without authorized approval.

IF DESCRIPTIONS, PLATS OR SURVEYS ARE INACCURATE, OR IF THE PETITION APPLICATION IS NOT CORRECT OR COMPLETE, IT WILL BE RETURNED FOR ADDITIONS OR CORRECTIONS.

FINAL

**ASSIGNMENT AND ASSUMPTION OF LEASE**

THIS ASSIGNMENT AND ASSUMPTION OF LEASE ("Assignment") is made and entered into as of the \_\_\_\_ day of June, 2018 ("Effective Date"), by and between Metropolitan Events, LLC, a Missouri limited liability company ("Assignor"), and Juanita Gullet and Mark Gullet, husband and wife ("Assignees").

**WITNESSETH:**

**WHEREAS**, on February 18, 2016, Patterson Plaza, LLC ("Landlord"), as Landlord, and Assignor, as tenant, entered into a lease agreement for the premises commonly known as and located at 11 Patterson Plaza, Florissant, MO 63031 (the "Premises"), which was amended by the parties on February 26, 2016 (collectively the "Lease"), and further secured by the commercial guaranty of Sonja Dulick, an individual, in favor of Landlord, guaranteeing prompt payment and faithful performance of the Lease by Assignor (the "Guaranty"); and

\* **WHEREAS**, the current term of the Lease expires on October 31, 2018; and

**WHEREAS**, Assignor desires to assign to Assignees and Assignees desire to assume, all of Assignor's rights and obligations as tenant under the Lease, and Landlord consents to such assignment from Assignor to Assignees upon the following terms and conditions.

NOW THEREFORE, the parties hereto do hereby agree as follows:

1. Assignment of Lease. As of the Effective Date, Assignor hereby assigns, transfers, delivers and sets over to Assignees from and after the date hereof, all of its right, title and interest, in, to and under the Lease, subject to the terms, covenants, conditions and provisions thereof.

2. Assumption of Assigned Premises. As of the Effective Date, Assignees hereby assume all obligations under the Lease on and after the Effective Date and accept the foregoing assignment of the Lease, and specifically covenant and agree as of the date hereof and thereafter, to perform and be bound by all the terms, covenants and conditions of the Lease.

\*3. Permitted Use. Section 5.1 of the Lease, concerning permitted uses, is amended to include "adult day care" and require Assignees provide Landlord with documentation evidencing Assignees' full compliance, as of the Effective Date, with all licensing and insurance requirements required of the Lease and by law to operate such a facility at the Premises.

4. No Waiver or Release. In accordance with Article XI of the Lease, nothing herein is intended or should be construed to release Assignor from its obligations under the Lease or to modify, release, or otherwise alter the obligations of and under the Guaranty.

5. Lease. A copy of the Lease, as amended, is attached hereto and made a part hereof by this reference.

**[THIS SPACE INTENTIONALLY LEFT BLANK. SIGNATURE PAGE TO FOLLOW.]**

**SIGNATURE PAGE OF ASSIGNMENT AND ASSUMPTION OF LEASE**

IN WITNESS WHEREOF, the parties have executed this instrument as of the date first above stated.

**"ASSIGNOR"**

Metropolitan Events, LLC

By: Sonja Dulick  
Sonja Dulick, Authorized Member

**"ASSIGNEES"**

Juanita Gullet  
Juanita Gullet

Mark Gullet  
Mark Gullet

**"LANDLORD"**

Patterson Plaza, LLC, by  
Triple C Properties Partnership, LP, its Member, by  
Pezzimenti, LLC, its General Partner,

By: Cynthia Gentile  
Cynthia Gentile, Manager

# ADULT DAY CARE PROGRAM MANUAL



For Adult Day Care Providers regulated by the  
Division of Regulation and Licensure

**State of Missouri**  
**Department of Health and Senior Services**

**Division of Regulation and Licensure**  
**Section for Long-Term Care Regulation**

Issued: January 2015  
Revised:  
Revised:  
Revised:

ENCL 5a

# DHSS RECORD KEEPING REQUIREMENTS

**19 CSR 30-90.060** establishes the minimum requirements for administrative, participant and program records that an adult day care provider is required to maintain. ✓ **REMINDER:**

*Providers will need to review these requirements in their entirety at:*

<http://www.sos.mo.gov/adrules/csr/current/19csr/19csr.asp>

Record keeping requirements in this section include the following:

- ✱ Administrative records requirements;
- ✱ Individual participant record requirements;
- ✱ Maintain program records
- ✱ Time frame for record keeping;

📖 **REMINDER:** ADC programs receiving Medicaid waiver funding through DHSS or DMH or federal reimbursements are also required to comply with those program requirements.

📖 **When the regulation(s) conflict, the provider is required to comply with the more stringent regulation(s).**

# DHSS FIRE SAFETY AND FACILITY PLANT REQUIREMENTS

**19 CSR 30-90.070** establishes the minimum fire safety, physical plant, and maintenance requirements for buildings in which adult day care programs are operated. ✓ **REMINDER:**


*Providers will need to review these requirements in their entirety at:*


<http://www.sos.mo.gov/adrules/csr/current/19csr/19csr.asp>

Fire safety and facility physical requirements section include the following:

- ✱ Building construction requirements;
- ✱ Space requirements;
- ✱ Rooms provided and size;
- ✱ Furniture;
- ✱ Bed;
- ✱ Equipment and supplies
- ✱ Ventilation;

- ✱ Heating system;
- ✱ Temperatures;
- ✱ Illumination;
- ✱ Plumbing;
- ✱ Water supply;
- ✱ Drinking water;
- ✱ Toilets and handwashing sinks;
- ✱ ADA compliance;
- ✱ Rugs and floor coverings;
- ✱ Maintenance;
- ✱ Cleaning supplies;
- ✱ Wastebaskets;
- ✱ Pest free;
- ✱ Approval from fire officials or comply with Life Safety Code;
- ✱ Exits
- ✱ Smoke detection
- ✱ Fire extinguishers;
- ✱ Written emergency plan;
- ✱ Fire drills;
- ✱ Responsibilities of fire drills and other emergency preparedness.

 **REMINDER:** ADC programs receiving Medicaid waiver funding through DHSS or DMH or federal reimbursements are also required to comply with those program requirements.

 **When the regulation(s) conflict, the provider is required to comply with the more stringent regulation(s).**

<b>DHSS WEBSITE</b>
---------------------

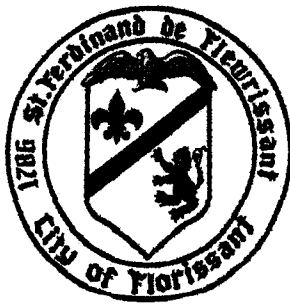
By visiting [www.health.mo.gov](http://www.health.mo.gov) you can find information on:

- ✱ Adult Day Care Provider Directory
- ✱ Frequently Asked Questions
- ✱ Application for License to Operate an Adult Day Care Program
- ✱ Adult Day Care Program Manual

# METROPOLITAN EVENTS

EVENT DATE_ 2018	TIME	EVENT TYPE	NAME
<b>October 2018</b>			
Saturday, 10	8:00pm - 11:00pm	40TH B-DAY PARTY	KING, J
Sunday, 21	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Friday, 26	7:00pm - 9:00pm	PASTOR LARON/VISION BOARD	PASTOR LARON
Saturday, 27	3:00pm - 6:00pm	APCWG / FRIENDS & FAMILY DAY DINNER	PASTOR GULLET
Sunday, 28	3:00pm - 5:00pm	CANCER FUNDRAISER / POETRY	GUICE, R
Sunday, 28	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
<b>November 2018</b>			
Saturday, 3	7:00pm - 11:00pm	56th B-DAY PARTY	JENNINGS, S
Sunday, 4	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Saturday, 10	3:00pm - 6:00pm	BABY SHOWER	SMITH, S
Saturday, 10	6:00pm - 10:00pm	VETERANS DAY CELEBRATION	SMITH, J
Sunday, 11	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Sunday, 18	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Thursday, 22	11:00am - 2:00pm	FEED OUR COMMUNITY / IN NEED	PASTOR GULLET
Sunday, 25	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
<b>December 2018</b>			
Sunday, 2	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Saturday, 8	11:00am - 4:00pm	TOYS FOR TOTS / APCWG	PASTOR GULLET
Saturday, 8	7:00pm - 11:00pm	50th B-DAY PARTY	JOHNSON, M
Sunday, 9	11:00am - 4:00pm	TOYS FOR TOTS / APCWG	PASTOR GULLET
Sunday, 9	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Friday 14	7:00pm - 11:00pm	SOS CHURCH SERVICE	PASTOR JACKSON
Saturday, 15	8:00pm - 12:00am	GRADUATION PARTY	FOAM, K
Sunday, 16	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Sunday, 23	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Saturday, 29	4:00pm - 6:pm	5 YR OLD PARTY	GARRETT, J
Sunday, 30	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON

# FLORISSANT PLANNING & ZONING COMMISSION APPLICATION



*Amended  
ORD 8223*

City Of Florissant – Public Works 314-839-7648

"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."

Application is hereby made to the Building Commissioner, Department of Public Works at the City of Florissant, Missouri, to appear before the Planning & Zoning Commission.

Please Print neatly or Type the Following Information:

Property Address: 11 Patterson Plaza, Florissant MO 63031

Property Owners Name: Cozad Commercial Real Estate Ltd Phone/email: (314) 781-3000/info@cozadgroup.com

Property Owners Address: 16 Sutton Dr., Suite 164 St Louis MO 63143

Business Owners Name: Sonja Dulick Phone/email: 314 724-1451/underwsr81@yahoo.com

Business Owners Address: 105 Kendl Ct., Florissant MO 63031

DBA (Doing Business As) Grace & Mercy Adult Program

Authorized Agents Name: Juanita Gullet Co. Name: Same as above  
(Authorized Agent to Appear Before The Commission)

Agents Address: 15420 Forte De France Lane, Florissant MO 63034 Phone/email: 314 443-5171/jlove5172@yahoo.com

Request (review and approval of the Planning and Zoning Commission for compliance with regulations.

Applicant had no intentions of remodeling and construction plans are not applicable.)

State complete request (print or type only). ADULT DAY CARE

IF A TRAFFIC STUDY IS REQUIRED FOR CERTAIN DEVELOPMENTS AND USES THE COST OF THE TRAFFIC STUDY SHALL BE PAID BY THE APPLICANT. PLEASE SUBMIT FOLDED PLANS

Sonja Dulick  
Applicant's Signature

5/21/18  
Date

Received by: [Signature] Receipt # 610598 OFFICE USE ONLY Amount Paid: 300.00 Date: 7-5-18

STAFF REMARKS: Cindy Pezzimentis is Owner, COZAD is Property management.

DATE APPLICATION REVIEWED: 7/14/18 see staff report. COMMISSION ACTION TAKEN:

[Signature]  
SIGNATURE OF STAFF WHO REVIEWED APPLICATION

Planning & Zoning Application  
Page 1 of 1 – Revised 7/15/15

RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN

SIGN. [Signature] DATE: 7-16-18

SIGN. 

"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."

**Special Use Permit Application**  
**Page 1 of 5 – Revised 7/15/15**  
 Packet Page 184 of 221

5) The petitioner (s) further (represent (s) and warrants (s) that they (he) (she) has (have) not made any arrangement to pay any commission gratuity or consideration, directly or indirectly to any official, employee or appointee of the City of Florissant, with respect to this application.

6) The petitioner(s) further state (s) that the Special Use Permit is sought for the following purposes, and no other, as listed in detail, all activities sought to be covered by the permit (i.e.; operation of a business, approval of building and/or site plans (preliminary and / or final), plan approval for signage, etc.):

7) The petitioner (s) state (s) the following factors and reason to justify the permit:

(If more space is needed, separate sheets maybe attached)

Sonja Dulick Sonja Dulick / underwsr81@yahoo.com/314 724-1452  
PRINT NAME SIGNATURE email and phone

FOR Partnership  
(company, corporation, partnership)

Print and sign application. If applicant is a corporation or partnership signature must be a CORPORATE OFFICER or a PARTNER.

NOTE: Corporate officer is an individual named in corporate papers.

8) I (we) hereby certify that, as applicant (circle one of the following):

a. I (we) have a legal interest in the herein above described property.

☒ b. I am (we are) the duly appointed agent(s) of the petitioner (s), and that all information given here is true and a statement of fact.

Permission granted by the Petitioner assigning an agent (i.e. Architect) to present this petition in their behalf, to the Commission and/or Council. The petitioner must sign below, and provide contact information:

PRESENTOR SIGNATURE Juanita Gullet

ADDRESS 15420 Forte De France Lane, Florissant MO 63034  
STREET CITY STATE ZIP CODE

TELEPHONE / EMAIL 314 443-5171 / jlove5172@yahoo.com  
BUSINESS

I (we) the petitioner (s) do hereby appoint Juanita Gullet as  
Print name of agent.  
my (our) duly authorized agent to represent me (us) in regard to this petition.

Sonja Dulick  
Signature of Petitioner authorizing an agent

**NOTE:** When the petitioner and/or his duly authorized agent appears before the Planning and Zoning Commission and to make a presentation, the same individuals must also appear before the City Council at the Public Hearing to make the presentation and no one else will be permitted to make the presentation to the City Council without authorized approval.

IF DESCRIPTIONS, PLATS OR SURVEYS ARE INACCURATE, OR IF THE PETITION APPLICATION IS NOT CORRECT OR COMPLETE, IT WILL BE RETURNED FOR ADDITIONS OR CORRECTIONS.

## REQUIRED INFORMATION

Please mark an "X" in the appropriate type of operation, then fill in applicable section (a), (b) or (c).  
Corporations are to submit copy of Missouri corporate papers with registration papers.

1) Type of Operation:

Individual \_\_\_\_\_ Partnership X Corporation \_\_\_\_\_

(a) If an individual:

(1) Name and Address \_\_\_\_\_

(2) Telephone Number \_\_\_\_\_

(3) Business Address \_\_\_\_\_

(4) Date started in business \_\_\_\_\_

(5) Name in which business is operated if different from (1) \_\_\_\_\_

(6) If operating under a fictitious name, provide the name and date registered with the State of Missouri,  
and a copy of the registration.

(b) If a partnership:

(1) Names & addresses of all partners Sonja Dulick, 105 Kendl Ct., Florissant, MO 63031, Juanita Gullet, 15420  
Forte De France Ln., Florissant MO 63034, Mark Gullet, 15420 Forte De France Ln., Florissant, MO 63034

(2) Telephone numbers Sonja/314 724-1452, Juanita/314 443-5171, Mark/314 398-9829

(3) Business address 11 Patterson Plaza, Florissant MO 63031

(4) Name under which business is operated Grace & Mercy Adult Program II, LLC

(5) If operating under fictitious name, provide date the name was registered with the State of Missouri,  
and a copy of the registration. Grace & Mercy Adult Program II LLC, 9 May 2018 – LC001590794

(c) If a corporation:

(1) Names & addresses of all partners \_\_\_\_\_

(2) Telephone numbers \_\_\_\_\_

(3) Business address \_\_\_\_\_

(4) State of Incorporation & a photocopy of incorporation papers \_\_\_\_\_

(5) Date of Incorporation \_\_\_\_\_

(6) Missouri Corporate Number \_\_\_\_\_

(7) If operating under fictitious name, provide the name and date registered with the State of Missouri, and a copy of  
registration. \_\_\_\_\_

(8) Name in which business is operated Metropolitan Events, LLC

(9) Copy of latest Missouri Anti-Trust. (annual registration of corporate officers) If the property location is in a strip center, give dimensions of your space under square footage and do not give landscaping Information.

**Please fill in applicable information requested. If the property is located in a shopping center, provide the dimensions of the tenant space under square footage and landscaping information may not be required.**

Name Sonja Dulick

Address 105 Kendl Ct., Florissant MO 63031

Property Owner Cozad Commercial Real Estate Ltd

Location of property 11 Patterson Plaza, Florissant MO 63031

Dimensions of property 0415 / 0550 – IRR / 0350

Property is presently zoned C Requests Rezoning To N/A

Proposed Use of Property Adult Daycare Provider

Type of Sign N/A Height N/A

Type of Construction Wood Frame, Jost and Beam Number Of Stories One

Square Footage of Building Approx 4800 sq ft Number of Curb Cuts

Number of Parking Spaces Total area 135,000 sq ft Sidewalk Length

Landscaping: No. of Trees N/A Diameter N/A

No. of Shrubs N/A Size N/A

Fence: Type N/A Length N/A Height N/A

**PLEASE SUBMIT THE FOLLOWING INFORMATION ON PLANS OR DRAWINGS:**

1. Zoning of adjoining properties.
2. Show location of property in relation to major streets and all adjoining properties.
3. Show measurement of tract and overall area of tract.
4. Proposed parking layout and count, parking lighting.
5. Landscaping and trash screening.
6. Location, sizes and elevations of signage.

**PROVIDE LEGAL DESCRIPTION OF PROPERTY PERTAINING TO THIS  
PETITION**

(Close legal description with acreage to the nearest tenth of an acre).

**Provide a legal description of the property. If part of a shopping center, list address and show part of what shopping center (i.e.: 351 N. Highway 67 part of Florissant Meadows Shopping Center). If property is a single lot, list full written legal description with metes and bounds bearings and dimensions.**

**PROVIDE LOCATION MAP SHOWING AREA INVOLVING THIS PETITION**

**Provide a drawing of a location map showing the nearest major intersection.**

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**OFFICE USE ONLY**

Date Application reviewed \_\_\_\_\_

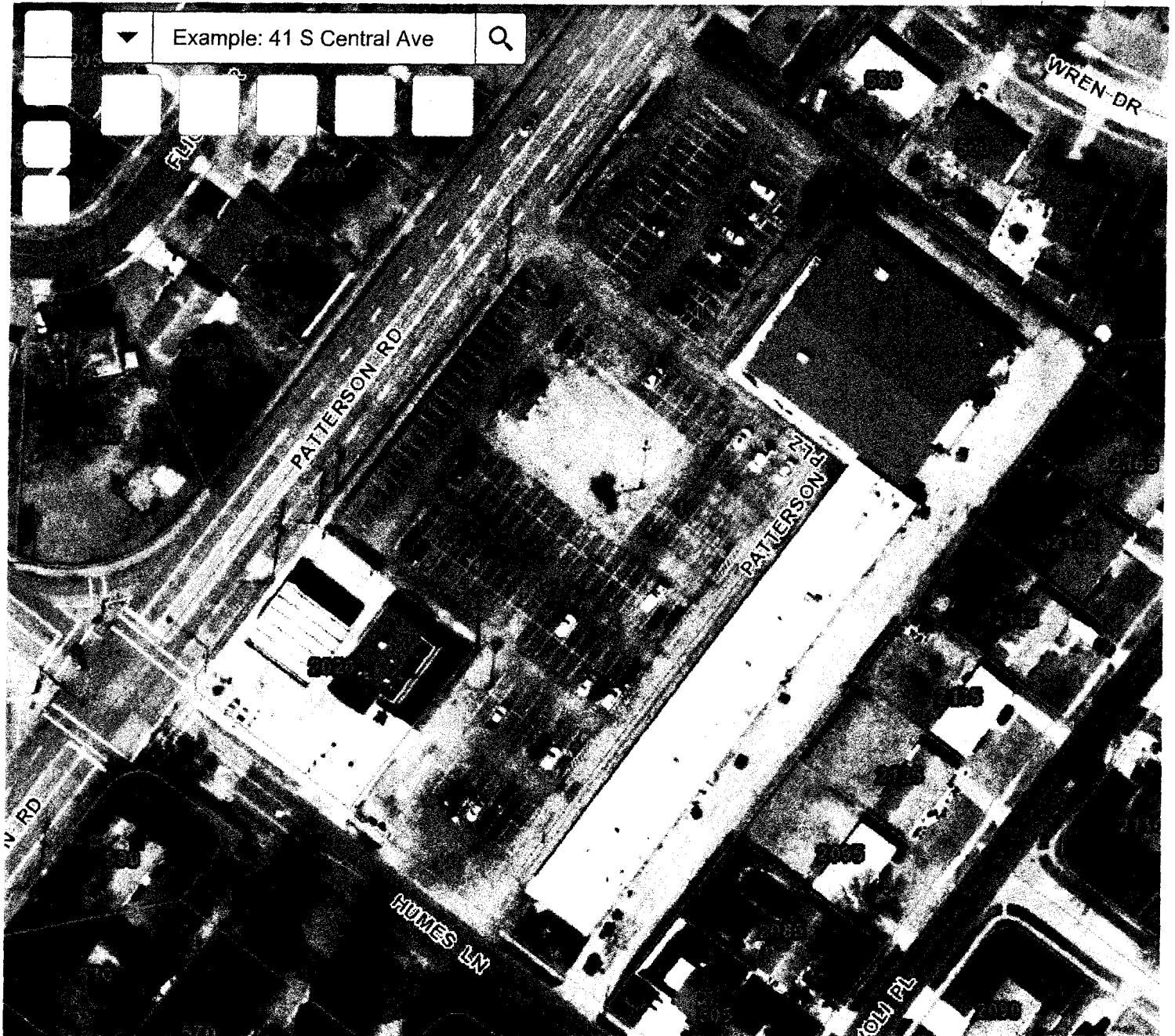
STAFF REMARKS: \_\_\_\_\_

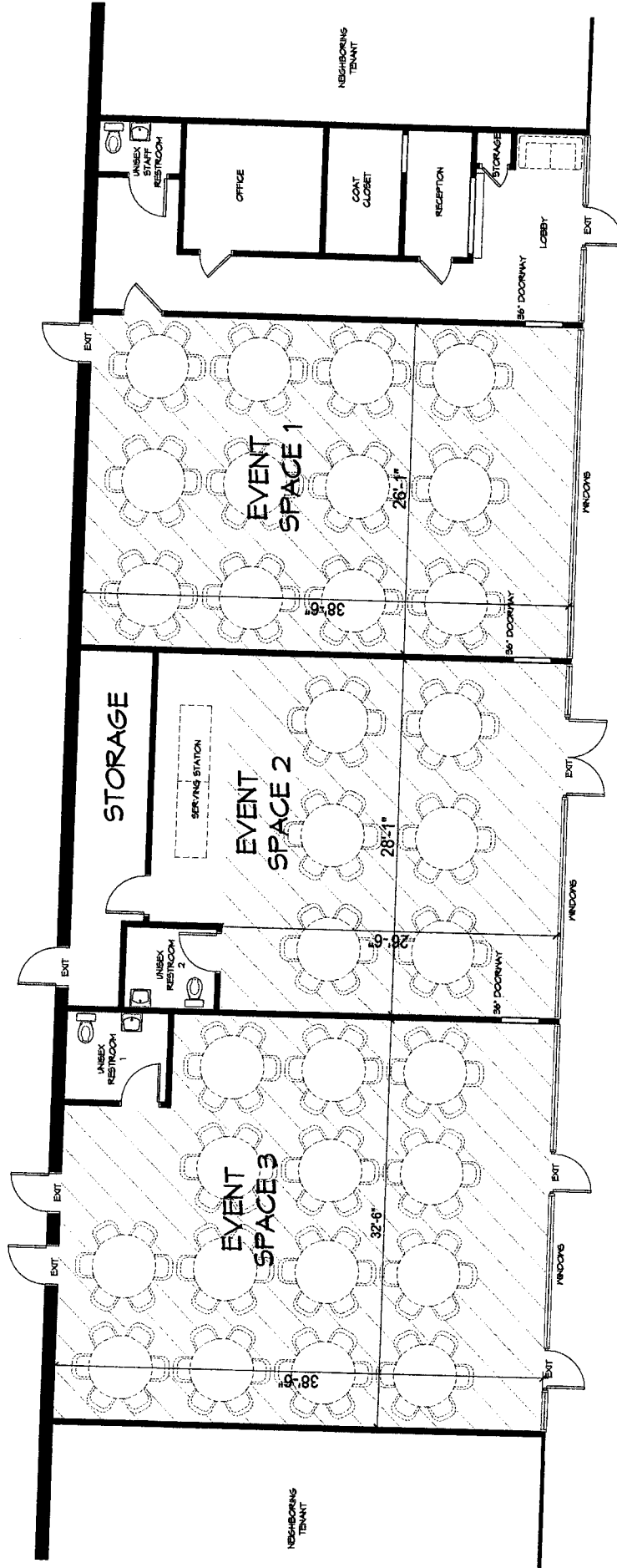
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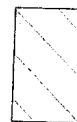
\_\_\_\_\_

\_\_\_\_\_  
**Building Commissioner or Staff Signature**





EVENT SPACE = 2928 SQFT  
 2928 SQFT / 15 = 195 OCCUPANCY



## OCCUPANCY CALCULATIONS

DRAWN BY:  
 JOE DIMARTINO 314-497-4634

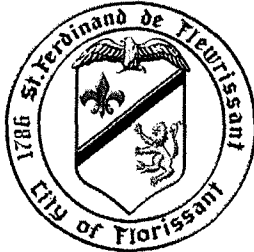
SCALE: 1/8" = 1'-0"

MARCH 17, 2016

11 PATTERSON PLAZA  
 FLORISSANT, MO 63031

1

## MEMORANDUM



2  
3

### **CITY OF FLORISSANT- Building Department**

4 *"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant;*  
5 *while at the same time maintaining property values and improving the quality of life in the City of Florissant."*

6  
7 To: Planning and Zoning Commissioners Date: July 11, 2018

8  
9 From: Philip E. Lum, AIA-Building Commissioner c: Todd Hughes, P.E.,  
10 Director Public Works  
11 Deputy City Clerk  
12 Applicant  
13 File  
14

15 Subject: Request Recommended Approval to amend a Special Use at **11 Patterson**  
16 **Plaza** to allow for the addition of an Adult Day Care to a Banquet/Event Center in an  
17 existing 'B-3' Zoning District.  
18  
19

20  
21 **STAFF REPORT**  
22 **CASE NUMBER PZ-071618-2**

23 **I. PROJECT DESCRIPTION:**

24  
25 This is a Request for Recommended Approval for a Special Use at **11 Patterson Plaza**,  
26 to amend a Special Use at **11 Patterson Plaza** to allow for the addition of an Adult Day  
27 Care to a Banquet/Event Center in an existing 'B-3' Zoning District.  
28

29 **II. SITE CONDITIONS:**

30 The existing property at **11 Patterson Plaza** is an existing Shopping Center built in 1965  
31 according to County records.  
32

33 The existing property is currently occupied by several tenants. The site meets the  
34 definition of a Shopping Center having two or more establishments under separate  
35 management.  
36

37 The subject property has two buildings which are an approximate 50'x 360' strip center  
38 and a retail facility (formerly Nagle's) approximately 120'x130' feet the total area of  
39 both building is approximately 33,600 square feet and constructed of masonry. The walls  
40 of the buildings have aluminum and glass storefront, with brick and flat roofs.

The number of existing parking is derived from aerial photos and appears to be (252). Per the parking ordinance for this use a retail center containing less than 100,000 s.f. requires 4 spaces/1000 s.f. Required parking is estimated:  
11 Patterson Plaza Event Center Parking: 1 parking per 4 seats, estimated 50  
18 Patterson Plaza BBQ: 10  
20 Patterson Plaza Dance Studio: estimated 26  
All other s.f.  $4/1000 = 64$   
Total estimated  $64+86 = 150$  total

### III. SURROUNDING PROPERTIES:

The properties to the North and East are in an 'R-4 Single' Family Dwelling District and include 2190 Patterson, 530, 550, 560, 580 Wren, 505 Humes, 2085, 2095, 2125, 2135, 2145, 2145, 2155, 2165 Rivoli and the adjacent Gas Station in the Southwest corner of the site, 2020 Patterson, is in a 'B-3' Zoning District.

### IV. STAFF ANALYSIS:

Special Uses for this zoning district includes Adult Day Care and Assembly Hall.

The application is accompanied by a revised floor plan showing 3 gathering spaces with overall dimensions of 40' x 86' approx. = 3440 s.f. noted as Assembly Hall Use with no changes in plan expected.

The applicant indicates a hall for hire type business only with no cooking equipment.

No exterior changes to the site are anticipated. No outside equipment is anticipated.

Now new signage is proposed, therefore signs must meet 40 s.f. max. size requirement.

Occupant Load: The architectural plan shows one room with 11 tables and the other 2 rooms have 6 tables of 6 people. This would result in 138 plus staff. The building code would require a maximum of occupants pertaining to the area of the space, however, which could be a different number based on tables/chairs or without tables or chairs. Therefore the total number of occupants likely is up to 200 per the building code for the same table/chair arrangement.

### VI. STAFF RECOMMENDATIONS:

If the Commission recommends approval, staff recommends the attached suggested motion.

#### **Suggested Motion for 11 Patterson Plaza**

I move to recommend approval to amend a Special Use to allow for the addition of an Adult Day Care to a Banquet/Event Center in an existing 'B-3' Zoning District, ~~with the following stipulations:~~

87

**PROJECT COMPLETION**

88

Construction shall start within 60 days of the issuance of building permits, and the structure shall be completed in accordance with the plans within 180 days of start of construction.

89

90

91

(end of Suggested Motion and Memo)

92

# MEMORANDUM



## CITY OF FLORISSANT- BUILDING DIVISION

*"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."*

**Memo To:** Council Members

**Date:** July 25, 2018

**Copy:** Mayor Thomas P. Schneider  
Todd Hughes, P.E., Director of Public Works

**Through:** Karen Goodwin, City Clerk

**From:** Philip E. Lum- AIA, Building Commissioner

**Subject:** 11 Patterson Plaza, proposed Adult Day Care Public Hearing for Metropolitan Events, LLC.

For your information, after review of ordinance no. 8223, I report the following- The P&Z Application states that the presenter is Ms. Juanita Gulley, the Owner's Agent. The petitioner is listed as Sonja Dulick, who currently has ordinance 8223 for Metropolitan Events, LLC.

- Ms. Gulley testified at P&Z that the current use of the Event Center is only on weekends.
- Ordinance No. 8223, however, states hours of operation of the Event Center as 7 days a week 7 a.m. to 1 a.m.
- The petition states that an Adult Day Care is requested M-F, 7 a.m. to 4 p.m.
- P&Z recommended approval, largely based upon the testimony of the petitioner that there were no conflicts anticipated.
- FYI, a State License is required to operate an Adult Day Care from DHSS requirements:
  - Licensure type, with or without Disabilities, Alzheimers patients, etc.
  - Auditing of Medicare payments
  - Staffing, including background checks
  - Program Policies
  - Fire Safety and Physical Environment
  - <https://health.mo.gov/seniors/nursinghomes/pdf/ADCProgramManual.pdf>

Obviously, there is a conflict in hours of operation and these activities cannot operate simultaneously in the same space. If a motion to approve is made, Staff recommends that the hours of operation be adjusted in ordinance no. 8223, in order to coordinate both operations.

cc to Council / Mayor  
Jesse  
PH - 8 PH - 11 Patterson

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 APRIL 26<sup>TH</sup>, 2016  
3  
4

5 BILL NO. 9182

ORDINANCE NO. 8223

6  
7 **ORDINANCE TO AUTHORIZE A SPECIAL USE PERMIT TO**  
8 **METROPOLITAN EVENTS, LLC TO ALLOW FOR AN**  
9 **EVENT/BANQUET CENTER FOR THE PROPERTY LOCATED AT**  
10 **11 PATTERSON PLAZA SHOPPING CENTER.**  
11

12 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of  
13 Florissant, by Special Use Permit, after public hearing thereon, to permit the location and  
14 operation of an event/ banquet center; and

15 WHEREAS, an application has been filed by Sonja Dulick d/b/a Metropolitan Events,  
16 LLC to allow for the location and operation of an event/banquet center on the property known  
17 as 11 Patterson Plaza Shopping Center; and

18 WHEREAS, the Planning and Zoning Commission of the City of Florissant, at their  
19 meeting of April 18<sup>th</sup>, 2016, has recommended that the said Special Use Permit be granted; and

20 WHEREAS, due notice of public hearing no. 16-04-013 on said application to be held on  
21 the 26<sup>th</sup> of April, 2016 at 7:30 P.M. by the Council of the City of Florissant was duly published,  
22 held and concluded; and

23 WHEREAS, the Council, following said public hearing, and after due and careful  
24 consideration, has concluded that the granting of the Special Use Permit as hereinafter provided  
25 would be in the best interest of the City of Florissant.

26 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
27 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
28

29 Section 1: A Special Use Permit is hereby granted to Sonja Dulick d/b/a Metropolitan  
30 Events, LLC for the location and operation of an event/banquet center on the property known as  
31 11 Patterson Plaza Shopping Center with the following stipulations:

- 32 1. Hours of operation to be 7 days a week from 7:00 am until 1:00 am  
33 2. No liquor will be served unless catered by a licensed catering with a  
34 valid liquor license.  
35 3. Any trash container over 90 cubic feet shall be screened and screen  
36 shall be constructed compatible with the construction of the building

as approved by the Building Commissioner. The enclosure should have gates that are solid metal, reinforced solid vinyl or metal picket type fence with pickets spaced for screening.

**PROJECT COMPLETION.**

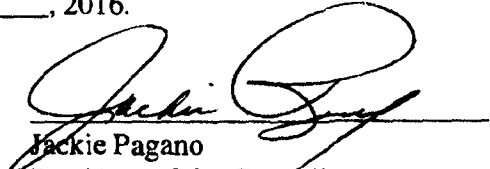
Construction shall start within 60 days of the issuance of building permits, and the structure shall be completed in accordance with the plans within 180 days of start of construction.

Section 2: The said Special Use Permit herein authorized shall remain in full force and effect and subject to all of the ordinances of the City of Florissant.

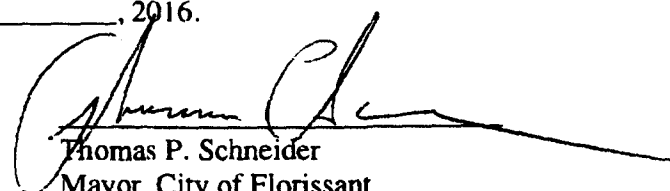
Section 3: When the named permittee discontinues the operation of said business, the Special Use Permit herein granted shall no longer be in force and effect.

Section 4: This ordinance shall become in force and effect immediately upon its passage and approval.

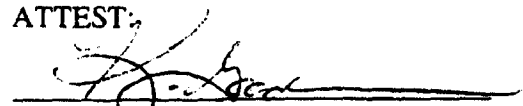
Adopted this 9 day of May, 2016.

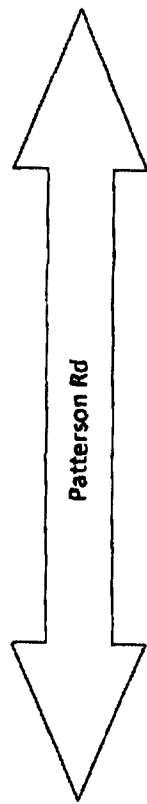
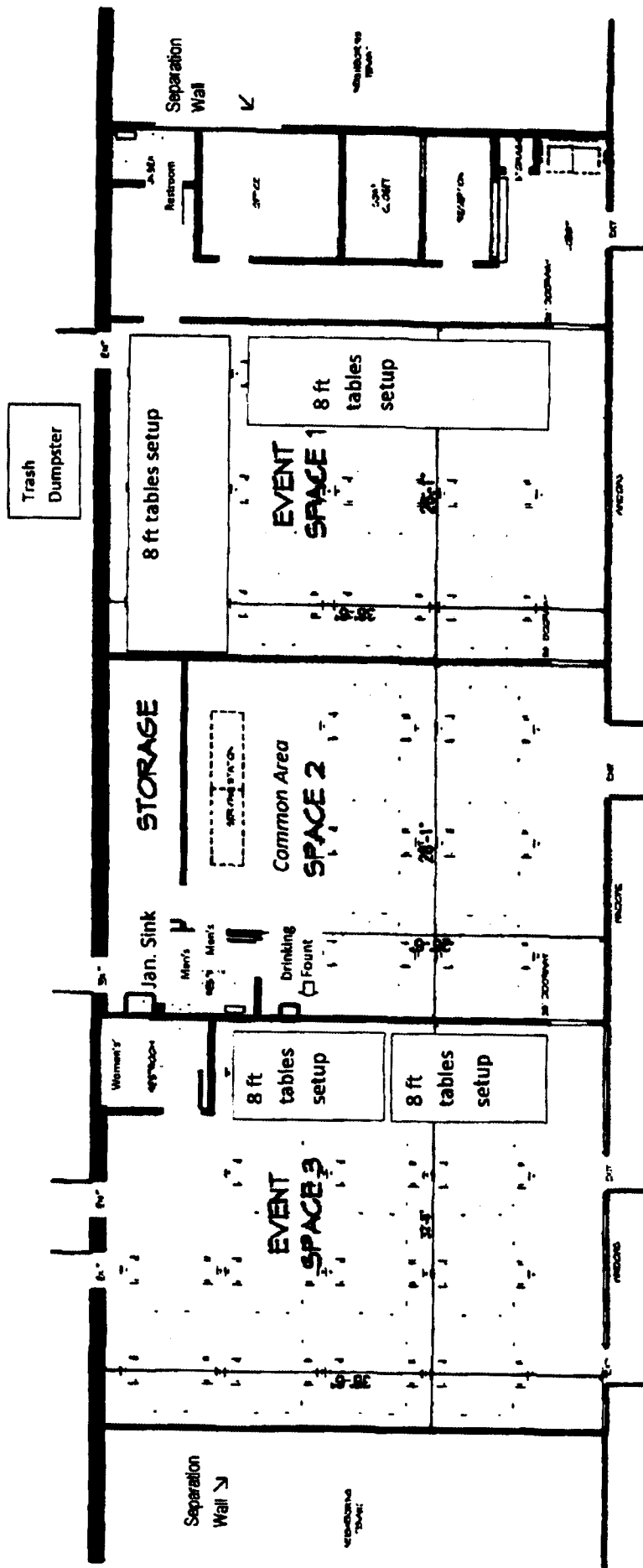
  
Jackie Pagano  
President of the Council  
City of Florissant

Approved this 10 day of May, 2016.

  
Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

  
Karen Goodwin, MMC/MRCC  
City Clerk



EVENT SPACE = 2250 SQFT  
 2250 SQFT / 15 = 150 OCCUPANCY

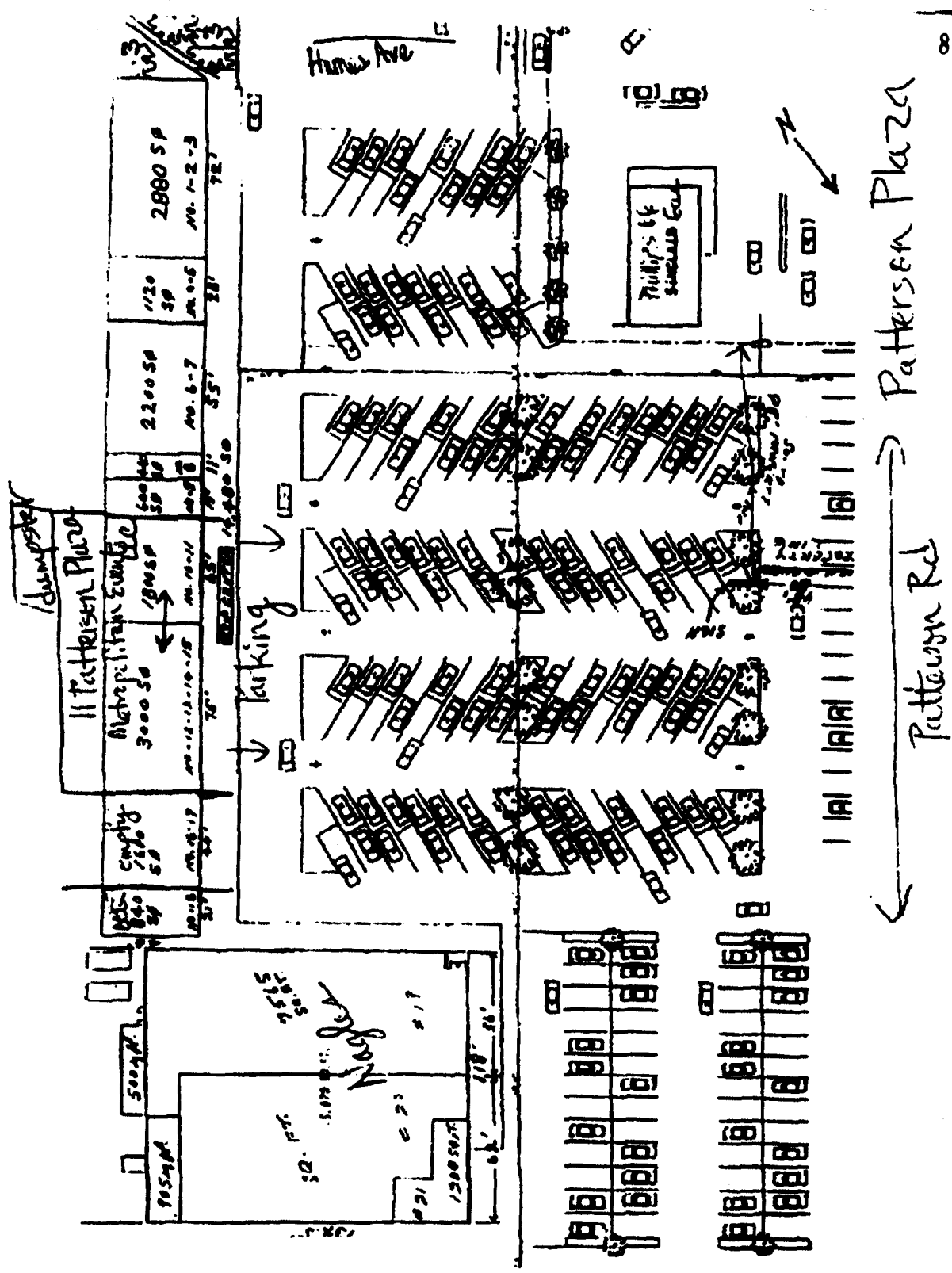


## OCCUPANCY CALCULATIONS

RUN BY: CE DMARTINO 314-4471-4634 SCALE: 1/8" = 1'-0" MARCH 17, 2016

11 PATTERSON PLAZA  
 FLORISSANT, MO 63031

8223



8223



# CITY OF FLORISSANT

*Honorable Thomas P. Schneider, Mayor*

## TRANSFER OF SPECIAL USE PERMIT

The undersigned hereby acknowledges receipt of a copy of Ordinance  
Number 8223 which authorized a Special Permit:

TO: Metropolitan Events LLC

FOR: Event / Banquet Center

and agree to the terms and conditions listed in said ordinance and to any  
additional term and conditions that the City Council shall deem appropriate.

Juanita Gullet

PRINT - NAME OF APPLICANT

Juanita Gullet

SIGNATURE OF APPLICANT

CITY HALL  
955 Rue St. Francois  
Florissant, MO 63031  
314 / 921-5700  
Fax: 314 / 921-7111  
TDD: 314 / 839-5142

POLICE DEPARTMENT  
1700 North Highway 67  
Florissant, MO 63033  
314 / 831-7000  
Fax: 314 / 830-6045

PARKS DEPARTMENT  
#1 James J. Eagan Drive  
Florissant, MO 63033  
314 / 921-4466  
Fax: 314 / 839-7672

HEALTH DEPARTMENT  
#1 St. Ferdinand Drive  
Florissant, MO 63031  
314 / 839-7654  
Fax: 314 / 839-7656

MUNICIPAL COURT  
1055 Rue St. Francois  
Florissant, MO 63031  
314 / 921-3322  
Fax: 314 / 839-7663

[www.florissantmo.com](http://www.florissantmo.com)

## TRANSFER OF SPECIAL PERMIT

AUTHORIZED BY ORDINANCE NUMBER (S) 8223

FROM Metropolitan Events LLC  
TO Grace & Mercy Adult Day Program I LLC  
FOR Event / Banquet Center  
ADDRESS 11 Patterson Plaza Shopping Center  
Ward \_\_\_\_\_ Zoning \_\_\_\_\_ Date Filed \_\_\_\_\_ Accepted By \_\_\_\_\_

### TRANSFER OF SPECIAL USE PERMIT PETITION

TO THE CITY COUNCIL OF THE CITY OF FLORISSANT:

1. Comes now Juanita Gullet and states to the City Council that he (she) (they) has (have) the following legal interest in the property located at 11 Patterson Plaza Shopping Center in the City of Florissant, Missouri. Legal interest: ( ) Lease or ( ) Simple Title  
(Attach signed copy of lease or deed)
2. The petitioner(s) further state that he (she) (they) has (have) not made any arrangement to pay any commission, gratuity, or consideration, directly or indirectly to any official, employee, or appointee of the City of Florissant, with respect to this petition.
3. The applicant will operate the business in the same manner and under the same conditions as set out in the original ordinance granting the special permit or any amendments thereto, except for any proposed change in sign face of an authorized sign.

PETITIONER SIGNATURE

Juanita Gullet  
Individual's Name

FOR:

Grace & Mercy Adult Day Program I LLC  
Company, Corporation, Partnership

**Information sheet to be attached to all requests for Transfer of Special Permit**

Type of Operation: (Select One)

Individual ☐

Partnership ☐

Corporation ☐

LLC ☐

**INDIVIDUAL:**

Name & address \_\_\_\_\_

Telephone number & email address \_\_\_\_\_

Business name/address/phone \_\_\_\_\_

Copy of fictitious name registration, if applicable \_\_\_\_\_

**PARTNERSHIP:**

Name & address of partner (s) \_\_\_\_\_

Telephone number(s) and email address (s) \_\_\_\_\_

Business name/ address /phone \_\_\_\_\_

Copy of fictitious name registration, if applicable \_\_\_\_\_

**CORPORATION OR LLC:**

Name & address of all corporate officers \_\_\_\_\_

Telephone numbers & email addresses \_\_\_\_\_

Business name/address/phone \_\_\_\_\_

Photocopy of Corporation/LLC Articles and Certificate \_\_\_\_\_

Date of incorporation/LLC \_\_\_\_\_

Copy of fictitious name registration, if applicable

Copy of latest Missouri Anti-Trust affidavit (annual registration of corporate officers)

4. I (we) hereby certify that (indicate **one only**):

( ☒ ) I (we) have a legal interest in the above described property.

( ☐ ) I am (we are) the duly appointed agent (s) of the petitioner, and that all information given is true and a statement of fact.

SIGNATURE

Joaneta Bullett

ADDRESS

15420 Forte De France Ln Florissant, Mo 63034

Telephone No.

314-443-5171

Email address

jlove5172@yahoo.com

I (we) the petitioner(s) do hereby appoint \_\_\_\_\_ as my  
(our) duly authorized agent to represent me (us) in regard to this petition.

Sonja Dulick  
PETITIONER SIGNATURE

**Note:** Petitioner or his/her authorized agent will be the only person(s) permitted to make the presentation to the City Council.

5. Acknowledgement and consent of owner to Transfer Special Permit Petition.

Sonja Dulick  
SIGNATURE OF OWNER

# STATE OF MISSOURI



**John R. Ashcroft**  
**Secretary of State**

## CERTIFICATE OF ORGANIZATION

WHEREAS,

***GRACE & MERCY ADULT PROGRAM L.L.C.***  
***LC001588309***

filed its Articles of Organization with this office on the 24th day of April, 2018, and that filing was found to conform to the Missouri Limited Liability Company Act.

NOW, THEREFORE, I, John R. Ashcroft, Secretary of State of the State of Missouri, do by virtue of the authority vested in me by law, do certify and declare that on the 24th day of April, 2018, the above entity is a Limited Liability Company, organized in this state and entitled to any rights granted to Limited Liability Companies.

IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the GREAT SEAL of the State of Missouri.  
Done at the City of Jefferson, this 24th day of April, 2018.

  
Secretary of State





## State of Missouri

John R. Ashcroft, Secretary of State

Corporations Division  
PO Box 778 / 600 W. Main St., Rm. 322  
Jefferson City, MO 65102

LC001588309  
Date Filed: 4/24/2018  
John R. Ashcroft  
Missouri Secretary of State

### Articles of Organization

(Submit with filing fee of \$105.00)

1. The name of the limited liability company is

GRACE & MERCY ADULT PROGRAM L.L.C.

(Must include "Limited Liability Company," "Limited Company," "LC," "L.C.," "L.L.C.," or "LLC")

2. The purpose(s) for which the limited liability company is organized:

TO ASSIST SENIORS, DISABLED AND MENTALLY CHALLENGED CONSUMERS ON A DAILY BASIS.

3. The name and address of the limited liability company's registered agent in Missouri is:

JUANITA L GULLET 15420 FORTE DE FRANCE LANE

FLORISSANT MO 63034

Name

Street Address: May not use PO Box unless street address also provided

City/State/Zip

4. The management of the limited liability company is vested in: ☒ managers ☐ members (check one)

5. The events, if any, on which the limited liability company is to dissolve or the number of years the limited liability company is to continue, which may be any number or perpetual: Perpetual

(The answer to this question could cause possible tax consequences, you may wish to consult with your attorney or accountant)

6. The name(s) and street address(es) of each organizer (PO box may only be used in addition to a physical street address):

(Organizer(s) are not required to be member(s), manager(s) or owner(s))

Name

Address

City/State/Zip

GULLET, JUANITA L

15420 FORTE DE FRANCE LANCE

FLORISSANT MO  
63034

7. ☐ Series LLC (OPTIONAL) Pursuant to Section 347.186, the limited liability company may establish a designated series in its operating agreement. The names of the series must include the full name of the limited liability company and are the following:

New Series:

☐ The limited liability company gives notice that the series has limited liability.

New Series:

☐ The limited liability company gives notice that the series has limited liability.

New Series:

☐ The limited liability company gives notice that the series has limited liability.

(Each separate series must also file an Attachment Form LLC 1A.)

Name and address to return filed document:

Name: JUANITA L GULLET

Address: Email: jlove5172@yahoo.com

City, State, and Zip Code: \_\_\_\_\_

LLC-1 (08/2013)

8. The effective date of this document is the date it is filed by the Secretary of State of Missouri unless a future date is otherwise indicated: \_\_\_\_\_

*(Date may not be more than 90 days after the filing date in this office)*

In Affirmation thereof, the facts stated above are true and correct:

(The undersigned understands that false statements made in this filing are subject to the penalties provided under Section 575.040, RSMo)

**All organizers must sign:**

JUANITA L GULLET  
*Organizer Signature*

JUANITA L GULLET  
*Printed Name*

04/24/2018  
*Date of Signature*

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 APRIL 26<sup>TH</sup>, 2016  
3  
4

5 BILL NO. 9182

ORDINANCE NO. 8223

6  
7 **ORDINANCE TO AUTHORIZE A SPECIAL USE PERMIT TO**  
8 **METROPOLITAN EVENTS, LLC TO ALLOW FOR AN**  
9 **EVENT/BANQUET CENTER FOR THE PROPERTY LOCATED AT**  
10 **11 PATTERSON PLAZA SHOPPING CENTER.**  
11

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23 WHEREAS, the Council, following said public hearing, and after due and careful  
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33 2. No liquor will be served unless catered by a licensed catering with a  
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35 3. Any trash container over 90 cubic feet shall be screened and screen  
36 shall be constructed compatible with the construction of the building

as approved by the Building Commissioner. The enclosure should have gates that are solid metal, reinforced solid vinyl or metal picket type fence with pickets spaced for screening.

**PROJECT COMPLETION.**

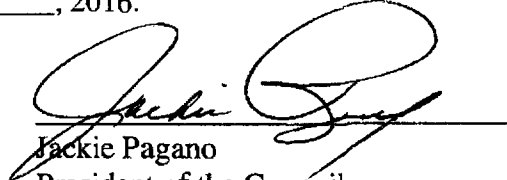
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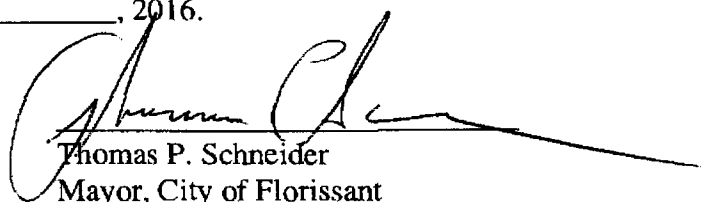
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Section 4: This ordinance shall become in force and effect immediately upon its passage and approval.

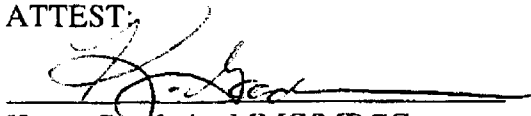
Adopted this 9 day of May, 2016.

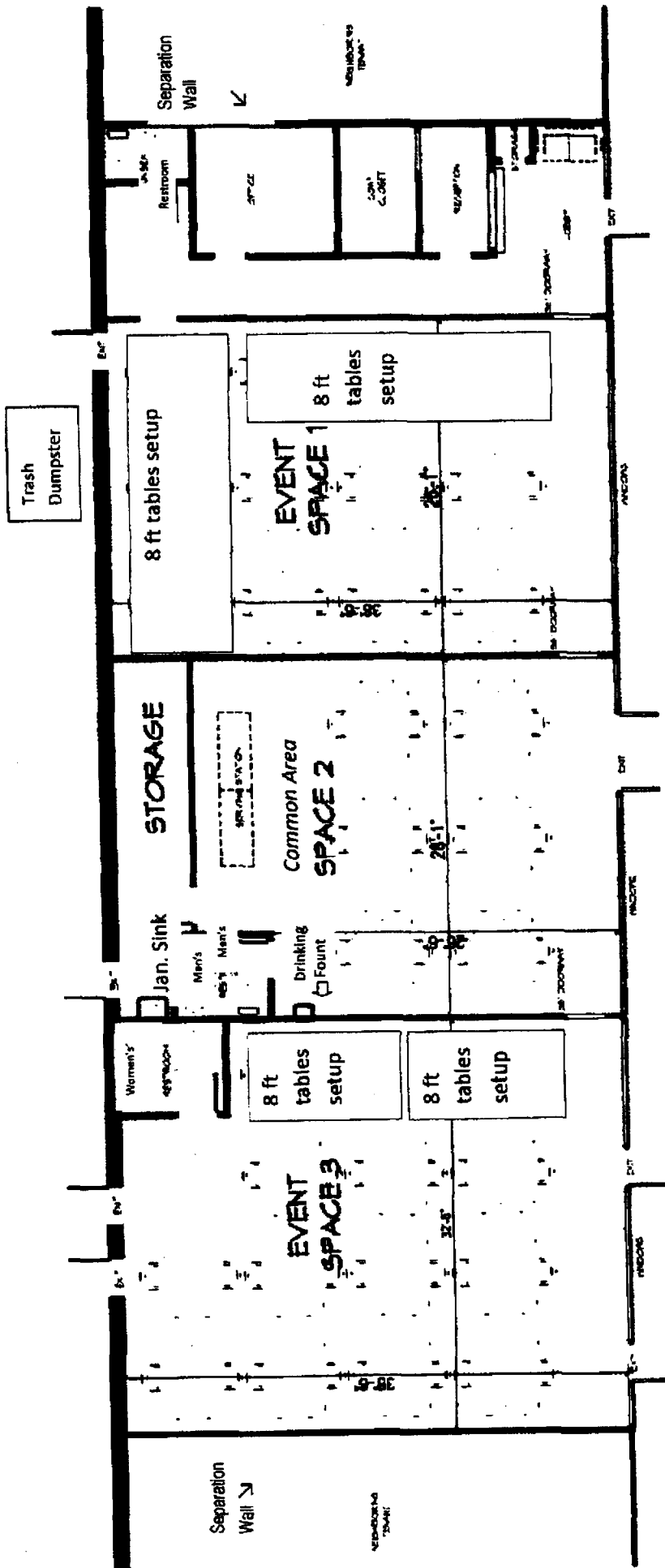
  
Jackie Pagano  
President of the Council  
City of Florissant

Approved this 10 day of May, 2016.

  
Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

  
Karen Goodwin, MMC/MRCC  
City Clerk

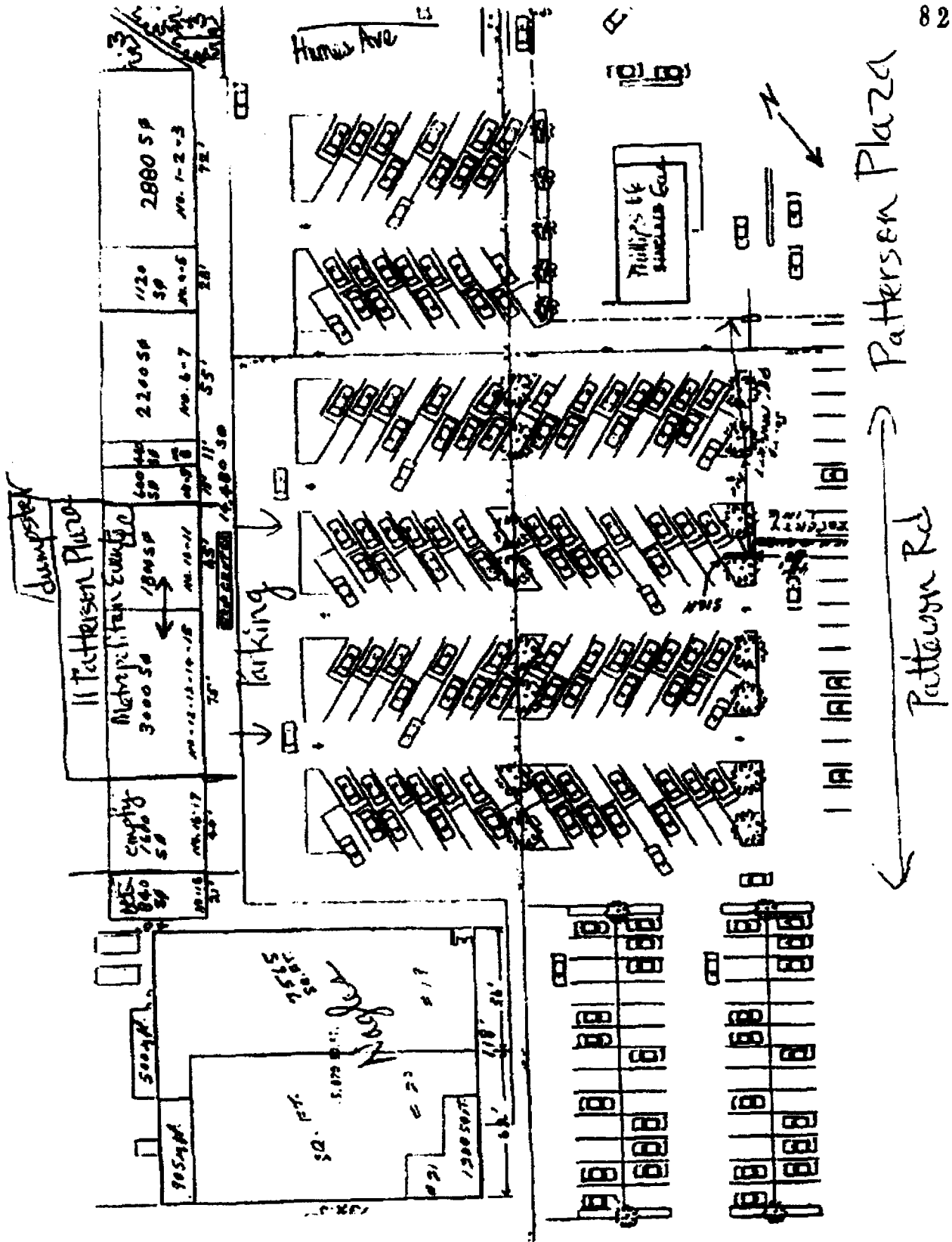


EVENT SPACE = 2250 SQFT  
 2250 SQFT / 15 = 150 OCCUPANCY



**OCCUPANCY CALCULATIONS**  
 DRAWN BY: GE DIMARTINO 314-497-4634  
 SCALE: 1/8" = 1'-0"  
 MARCH 17, 2016  
 11 PATTERSON PLAZA  
 FLORISSANT, MO 63031

8223



1 INTRODUCED BY COUNCIL AS A WHOLE

2  
3 NOVEMBER 12, 2018

4  
5 BILL NO. 9447

ORDINANCE NO.

6  
7 **AN ORDINANCE REPEALING ORDINANCE NO. 8283 AND**  
8 **AUTHORIZING THE MAYOR OF THE CITY OF**  
9 **FLORISSANT TO ENTER INTO A CONTRACT WITH THE**  
10 **LAW FIRM OF LEWIS, RICE, REPRESENTED BY JOHN M.**  
11 **HESSEL FOR LEGAL SERVICES FOR THE CITY OF**  
12 **FLORISSANT COMMENCING ON DECEMBER 1, 2018 AND**  
13 **ENDING ON NOVEMBER 30, 2019.**

14  
15 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS  
16 COUNTY, MISSOURI, AS FOLLOWS:

17  
18  
19 Section 1: The Mayor of the City of Florissant is hereby authorized to enter  
20 into agreement with the Law Firm of LEWIS, RICE & FINGERSH represented by John M.  
21 Hessel for legal services to be rendered to the City of Florissant commencing on the 1st  
22 day of December, 2018 and ending on the 30th day of November, 2019, only in accordance  
23 with the contract attached hereto and made a part hereof.

24  
25 Section 2: This ordinance shall become in force and effect as of December 1, 2018.

26  
27  
28 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2018.

29  
30  
31  
32 \_\_\_\_\_  
33 Jeff Caputa  
34 Council President

35 Approved this \_\_\_\_ day of \_\_\_\_\_, 2018.

36  
37  
38 \_\_\_\_\_  
39 Thomas P. Schneider  
40 Mayor, City of Florissant

41 ATTEST:

42 \_\_\_\_\_  
43 Karen Goodwin, MPPA/MMC/MRCC  
44 City Clerk

## EMPLOYMENT AGREEMENT

**John M. Hessel** of the law firm of **Lewis Rice LLC** proposes the following terms and conditions for legal services to the City of Florissant ("City") for the fiscal years commencing on December 1, 2018 and ending on November 30, 2019:

### I. Retainer Services:

- A. For the fee of \$3,000 per month, office hours will be maintained at City Hall every 1st and 3rd Tuesday between the hours of 1:30 p.m. and 5:30 p.m. or at such comparable days and times as may be directed by the City. The following legal services shall be included in the retainer:
  - 1. Drafting and reviewing all ordinances and resolutions as may be required for the regular operation of the city government during "office hours".
  - 2. Render informal legal opinions as may be required by the Mayor, members of the City Council, department heads, and the employees authorized to request such opinions during the "office hours".
  - 3. Respond to citizen inquiries.
  - 4. Promptly notify the Mayor and City Council of any and all litigation filed against the City, or against the City Council, or any City Commission or Committee, or against any City Official or Employee sued in his or her official capacity or as an employee of the City, and shall thereafter consult with and advise the Mayor and City Council regarding the nature of such litigation, and shall advise the City Council and Mayor of the status of such litigation. Unless and until special counsel is authorized and retained for such litigation, the City Attorney shall represent the City and its interest in such litigation.
- B. Legal services for attendance and representation of the City at the regular City Council meetings shall be rendered to the City for a fee of \$740.00 per meeting.
  - 1. Attendance and representation at the regular City Council meetings.

### II. General Miscellaneous Services:

The following services shall be rendered to the City at the rate of \$290.00 per hour:

- A. Attendance at meetings not included in the retainer services.
- B. Upon authorization from the Mayor or any member of the City Council:
  - 1. Research and preparation of written memorandums or written opinions that exceed the "office hours".
  - 2. Draft new or extensive ordinances not in the ordinary course of the City's business.

3. Negotiations with other parties with respect to contracts, including parties with respect to contracts including purchase or sale of property and drafting of contracts.

III. General Litigation:

Services required for litigation matters pending in state or federal courts, shall be rendered at the rate of \$290.00 per hour. This rate will not apply to antitrust or annexation litigation (either as plaintiff or defendant) or to defense of civil rights claims. The fees for litigation not included herein shall be agreed to prior to the time such services shall be rendered.

IV. Labor/Annexation/Bonds:

Services requiring labor, annexation or bond specialists shall be rendered at the rate of \$295.00 per hour.

V. Out-of-pocket expense:

In addition to the fees set forth above, Lewis Rice LLC shall be reimbursed for all direct out-of-pocket expenditures incurred in the rendering of such services as follows:

- A. Travel expenses including transportation, food, and lodging while on City business away from the St. Louis metropolitan area and upon approval of such travel in advance by the appropriate City official.
- B. Special courier or messenger service when required by the City.
- C. Photocopy or document reproduction costs when required by the City for use in legal proceedings and out-of-pocket litigation costs such as depositions.
- D. Long distance telephone expenditures.

VI. Other services:

It is estimated that this proposal will cover all required legal services. In the event there is a need for services not described, or specifically excluded, the fees for such services shall be reviewed with the City prior to such undertaking.

VII. Overhead and related costs:

No general overhead costs incurred by the firm of Lewis Rice LLC in rendering such services shall be billed to the City. Further, the City shall not provide any insurance or pension benefits for any attorney at Lewis Rice LLC.

Approved by Ordinance No. \_\_\_\_\_ passed and approved on the \_\_\_\_ day of November, 2018.

LEWIS RICE LLC

CITY OF FLORISSANT

\_\_\_\_\_  
John M. Hessel

By: \_\_\_\_\_  
Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

\_\_\_\_\_  
Karen Goodwin, City Clerk, MMCA/MRCC

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 NOVEMBER 12, 2018

3  
4 BILL NO. 9448

ORDINANCE NO.

5  
6 **ORDINANCE TO AUTHORIZE AN AMENDMENT TO BUDGET**  
7 **ACCOUNT NO. 03-4-03300 "MISCELLANEOUS REVENUE" IN THE**  
8 **AMOUNT OF \$22,830 AND AUTHORIZE AN APPROPRIATION IN THE**  
9 **SAME AMOUNT TO ACCOUNT NO. 01-5-49-61000 FOR THE**  
10 **REPLACEMENT OF A TOTALED DODGE CHARGER FOR THE**  
11 **POLICE DEPARTMENT**  
12

13 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS  
14 COUNTY, MISSOURI, AS FOLLOWS:  
15

16 Section 1: Account no. 03-4-03300 "Miscellaneous Revenue" is hereby amended by  
17 adding the reimbursement amount of \$22,830 from Traveler's Insurance; and

18 Section 2: There is hereby appropriated the amount of \$22,830 to Account no. 01-5-49-  
19 61000 for additional funds for the replacement of a police Dodge Charger totaled in an accident;  
20 and

21 Section 3: This ordinance shall become in force and effect immediately upon its  
22 passage and approval.  
23

24  
25 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2018.  
26  
27

28 \_\_\_\_\_  
29 Jeff Caputa  
30 President of the Council  
31 City of Florissant  
32  
33

34 Approved this \_\_\_\_ day of \_\_\_\_\_, 2018.  
35  
36

37 \_\_\_\_\_  
38 Thomas P. Schneider  
39 Mayor, City of Florissant  
40

41 ATTEST:  
42

43 \_\_\_\_\_  
44 Karen Goodwin, MPPA/MMC/MRCC  
45 City Clerk  
46

8

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

Date: 10/29/18

Mayor's Approval:

Agenda Date Requested: Nov 12, 2018

Description of request: Request to amend acct 01-4-34514 Insurance Reimbursement in the amount of \$23,288.00 and appropriate the same amount into acct 035-036149 for funds needed to replace a 2017 Dodge Charger totaled in an accident. Insurance reimbursement Department: Police

amt \$22,830.00.

Recommending Board or Commission:

Type of request:

Ordinances	X	Other	X
Appropriation	X	Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			
	Y/N		Y/N

Public Hearing needed: Yes / No

3 readings?: Yes / No

Back up materials attached:

Back up materials needed:

Minutes

Minutes

Maps

Maps

Memo

Memo

Draft Ord.

Draft Ord.

**Note:** Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned in to the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:

Introduced by: \_\_\_\_\_

PH Speaker: \_\_\_\_\_

# FLORISSANT POLICE DEPARTMENT

## MEMORANDUM

**Date:** 10-25-2018

**To:** Chief Timothy Lowery

**From:** Captain Randy Boden

**Subject** Police Vehicle Replacement

11360

Sir;

Vehicle #11 was involved in an accident and was totaled. Vehicle #11 is a fully marked patrol vehicle. The department received an insurance payment of \$22,830.00. A quote was requested from Lou Fusz Chrysler Jeep Dodge. Lou Fusz is the current state vendor for dodge vehicles under Missouri Office of Administration Contract #CC180382002. The quote for the replacement vehicle is \$23,288.00. The department would need \$458.00 in additional funds to purchase this new vehicle. The additional funds of \$458.00 for this purchase can come from Account 5-49610 Police Forfeiture Expenditures.

It is requested that the full insurance settlement amount of \$22,830.00 be transferred from Account 01434514 Insurance Account to Account 0361 Capital Improvements from where this vehicle was originally purchased from. For further see attached sales invoice from Lou Fusz Chrysler Jeep Dodge.

Respectfully Submitted,

 362

Captain Randy Boden #362  
Bureau of Support Services

## VEHICLE BUYERS ORDER



3480 Highway K  
O'FALLON, MO 63368  
(636) 442-8100

SALESPERSON PAUL JOSHU

STOCK # DF19019

DATE 10/26/18

PURCHASER'S CITY OF FLORISSANT

NAME(S)  
AS APPEARS  
ON DRIVER'S  
LICENSE

PRINT

☒ NEW ☐ USED ☐ DEMO

MAKE DODGE	MODEL CHARGER	BODY STYLE POLICE AWD	COLOR WHITE KNUCKLE	MILES CLEAR COAT/A	MODEL YEAR 2019
VIN. 2C3CDXKT8KH511329			TO BE DELIVERED ON OR ABOUT	MO. DAY YR. 10/26/18	DAY OF WEEK TIME
<input checked="" type="checkbox"/> CASH <input type="checkbox"/> FINANCE		PRICE OF VEHICLE			\$ 23,288.00
LENDER:					N/A
<input type="checkbox"/> OUTSIDE LIEN TO:					N/A
					N/A
					N/A
					N/A
<input type="checkbox"/> LEASE					
# MONTHS		LESS: AUTO AWARDS POINTS REDEMPTION			( N/A )
MONTHLY PMT: \$	<div style="border: 1px solid black; padding: 5px; text-align: center;">             \$ N/A Auto Awards Points Balance           </div>			TOTAL CASH SALE PRICE	23,288.00
SEC. DEP: \$				ADMINISTRATIVE FEE*	199 00
1ST MO. PMT: \$				TOTAL	\$ 23,288.00
MILES PER YEAR:				GROSS TRADE ALLOWANCE	\$ N/A
<b>CONTRACTUAL DISCLOSURE FOR USED VEHICLES ONLY</b>		<b>*AN ADMINISTRATIVE FEE IS NOT AN OFFICIAL FEE AND IS NOT REQUIRED BY LAW BUT MAY BE CHARGED BY A DEALER. THIS ADMINISTRATIVE FEE MAY RESULT IN A PROFIT TO DEALER. NO PORTION OF THIS ADMINISTRATIVE FEE IS FOR THE DRAFTING, PREPARATION, OR COMPLETION OF DOCUMENTS OR THE PROVIDING OF LEGAL ADVICE. THIS NOTICE IS REQUIRED BY LAW.</b>		CASH PRICE OR TRADE DIFFERENCE	\$ 23,288.00
The Information You See On The (Federal Trade Commission) Window Form Is Part Of This Agreement. Information On The Window Form Overrides Any Contrary Provisions In The Contract Of Sale.				PLUS: PAYOFF ON TRADE VEHICLE	\$ N/A
TRADE-IN LIEN \$ N/A GOOD UNTIL: N/A				LESS: MFG. REBATE	\$
OWED TO: N/A				MO TITLE APP.	\$ N/A
ADDRESS: N/A					\$ N/A
QUOTED BY:	HOLD TITLE? YES NO	TITLE # & STATE	DEPOSITS \$ N/A		
DESC. OF TRADE: N/A	MODEL N/A	BODY STYLE N/A	\$		
VIN. N/A	COLOR N/A	MILES N/A	\$		
PAY-OFF ACCT. # N/A	DELVD BY:	RECT #	BALANCE DUE ON DELIVERY \$ 23,288.00		

The front and back of this Order comprise the entire agreement affecting this purchase and no other agreement or understanding of any nature concerning same has been made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vehicle except as appears in writing on the face of this agreement.

I have read the matter printed on the back hereof and agree to it as a part of this order the same as if it were printed above my signature. I certify that I am 18 years of age, or older, and hereby acknowledge receipt of a copy of this order. I CERTIFY THAT BY SIGNING THIS VEHICLE BUYER'S ORDER, I GIVE LOU FUSZ AUTOMOTIVE NETWORK THE RIGHT TO OBTAIN MY CREDIT INFORMATION.

As part of our effort to provide the highest possible level of service to our customers, we would like your authorization for this Dealership to contact you in order to ensure you are happy with your purchase, keep you informed of new product offerings and promotions, remind you of necessary vehicle maintenance or service, and for any other reason we feel is necessary or appropriate. **UNLESS YOU CHECK THE BOX BELOW**, by signing this form, you give this Dealership PERMISSION to contact you (either personally, via text messages or with prerecorded telemarketing messages) at the telephone numbers (which may include wireless phone numbers), fax number and/or e-mail address listed. This AUTHORIZATION allows us to better serve you in compliance with federal and state regulations and in no way is a condition to receiving goods or services.

☐ Please do not contact me as provided above.

The Reynolds and Reynolds Form 3270 (2/16)

SIGNED ☒

ADDRESS 955 RUE ST FRANCOIS

FLORISSANT, MO 63031

RES. PHONE N/A BUS. PHONE (314) 839-7621

EMAIL: CELL PHONE:

APPROVED

THIS ORDER IS NOT VALID UNLESS SIGNED AND ACCEPTED BY DEALER  
THIS IS AN OFFER TO PURCHASE ONLY

INTRODUCED BY COUNCIL AS A WHOLE  
NOVEMBER 12, 2018

BILL NO. 9449

ORDINANCE NO.

**AN ORDINANCE APPROPRIATING THE COMMUNITY  
DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR THE 2018  
FISCAL YEAR FOR THE CITY OF FLORISSANT.**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS  
COUNTY, MISSOURI, AS FOLLOWS

Section 1: The appropriation of the 2018 Fiscal Year Community Development Block  
Grant (CDBG) Funds for the City of Florissant is hereby approved.

Section 2: The expenditures of the Community Development Budget for the 2018 fiscal  
year are hereby approved as follows:

**CDBG 2018 ACTUAL  
Financial Summary**

FY2018 CDBG Program

**Community Development Block Grant Resources**

Entitlement Amount Actual \$241,140.00

**Total FY2018 Actual Funding** \$241,140.00

Proposed Uses of CDBG Funds

**Housing Programs**

Home Improvement Program – Acct # 5.78.19000 \$166,140.00

Home Improvement Program Mechanical – Acct # 5.78.19020 \$ 60,000.00

Project IMPACT – Acct# 5.78.70000 \$ 5,000.00

**Public Services**

Mortgage, Rental & Utility Assistance (MRU Assist) \$ 10,000.00

Acct # 5.78.71000

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**Total** \$241,140.00

Section 3: This ordinance shall be in full force and effect immediately upon its passage  
and approval.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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Jeff Caputa  
President of the Council

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Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

ATTEST:

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Thomas P. Schneider  
Mayor

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Karen Goodwin, MPPA/MMC/MRCC  
City Clerk

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

Date: November 5, 2018

Mayor's Approval:

Agenda Date Requested: 12-Nov-18

Description of request: Appropriation of 2018  
CDBG funds

Department: Community Development

Recommending Board or Commission:

Type of request:

Ordinances	X	Other	X
Appropriation	X	Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			
	Y/N		Y/N
Public Hearing needed: Yes / No	NO	3 readings? : Yes / No	No

Back up materials attached:	Back up materials needed:
Minutes	Minutes
Maps	Maps
Memo	Memo
Draft Ord.	Draft Ord.
	YES

**Note:** Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned in to the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:

Introduced by: \_\_\_\_\_

PH Speaker: \_\_\_\_\_

# MEMORANDUM

**To:** MAYOR SCHNEIDER & FLORISSANT CITY COUNCIL  
**From:** M. Carol O'Mara, Director Community Development  
**Re:** Appropriation of 2018 Community Development Block Grant Funds: CDBG  
**Date:** November 5, 2018

This is a request for approval of an ordinance for the appropriation of 2018 CDBG Funding:

These funds have already been approved / allocated but need to be added to the budget for expenditure.

## **CDBG 2018 ACTUAL Financial Summary**

FY2018 CDBG Program

### **Community Development Block Grant Resources**

Entitlement Amount Actual	\$241,140.00
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<b>Total FY2018 Actual Funding</b>	<b>\$241,140.00</b>
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Proposed Uses of CDBG Funds

### **Housing Programs**

Home Improvement Program – Acct # 5.78.19000	\$166,140.00
Home Improvement Program Mechanical – Acct # 5.78.19020	\$ 60,000.00
Project IMPACT – Acct# 5.78.70000	\$ 5,000.00

### **Public Services**

Mortgage, Rental & Utility Assistance (MRU Assist) Acct # 5.78.71000	\$ 10,000.00
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<b>Total</b>	<b>\$241,140.00</b>
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