



FLORISSANT CITY COUNCIL AGENDA

City Hall

955 rue St. Francois

Monday November 11, 2019

7:30 PM

Karen Goodwin, MMC/MRCC



I. PLEDGE OF ALLEGIANCE

II. ROLL CALL OF MEMBERS

III. APPROVAL OF MINUTES

- Meeting minutes and Executive meeting minutes of October 28, 2019

IV. HEARING FROM CITIZENS

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

V. COMMUNICATIONS

1. Memo received November 7, 2019 from Rob Hoffman regarding live music.
2. Memo dated November 7, 2019 from Mary Szynwelski regarding a transcript of a meeting on October 11, 2019.

VI. PUBLIC HEARINGS

19-11-030	Request to amend the Zoning Code to add signage regulations to restrict Short Term Loan establishments. (Planning and Zoning recommended approval on 10/21/19)	Hessel
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VII. OLD BUSINESS

A. BILLS FOR SECOND READING

9549	Ordinance to authorize a Special Use Permit to Bing's Seafood Café d/b/a Cajun Crab to allow for a sit-down carry-out restaurant for the property located at 630 N. Highway 67.	2 nd Reading Henke
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9550	Ordinance to authorize a transfer of Special Use Permit No. 6431 from Twinkle Enterprises, Inc. d/b/a Subway Sandwich Shop to Dan Asewe, LLC d/b/a Subway for the operation of a restaurant at 62 Grandview Plaza Shopping Center.	2 nd Reading Pagano
9551 Annual Plan	Ordinance approving the Community Development Block Grant (CDBG) FY2020 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.	2 nd Reading Council as a whole
9552 Memo	Ordinance appropriating the Community Development Block Grant (CDBG) funds for the 2019 Fiscal Year for the City of Florissant.	2 nd Reading Council as a whole

VIII. NEW BUSINESS

A. BOARD APPOINTMENTS

B. BILLS FOR FIRST READING

9555 Budget	Ordinance adopting the budget for the City of Florissant for the fiscal year commencing on December 1, 2019 and ending on November 30, 2020 and providing for its effective date.	Council as a whole
9556 Contract	Ordinance repealing ordinance no. 8472 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, 2019 and ending on November 30, 2020.	Council as a whole
9557 Contract	Ordinance authorizing the Mayor of the City of Florissant to enter into a user agreement for dispatch equipment for the interoperable radio system with St. Louis County, Missouri.	Council as a whole
9558 Memo	Ordinance authorizing a transfer of \$5000 from Account no. 03-5-03-33000 "Capital Additions-Materials" to Account no. 03-5-03-34000 "Street Markings" for additional street signage for the Street Department.	Caputa
9559 Memo	Ordinance amending Section 125.065.a "Job Classification and Grade Level" by adding and deleting certain job classifications.	Council as a whole

IX. COUNCIL ANNOUNCEMENTS

X. MESSAGE FROM THE MAYOR

- XI. Motion to cancel the 2nd meeting in December (December 23rd) due to the Christmas Holiday.***

XII. ADJOURNMENT

THIS AGENDA WAS POSTED AT THE FLORISSANT CITY HALL on NOVEMBER 8TH, 2019 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 11, 2019.

CITY OF FLORISSANT



COUNCIL MINUTES

October 28, 2019

The Florissant City Council met in regular session at Florissant City Hall, 955 rue St. Francois on Monday, October 28, 2019 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: Pagano, Parson, Siam, Harris, Jones, Eagan, Caputa, Schildroth and Henke. Also present was Mayor Timothy Lowery, City Clerk Karen Goodwin and City Attorney John Hessel. A quorum being present the Chair stated that the Council Meeting was in session for the transaction of business.

Councilman Schildroth moved to approve the Meeting Minutes of October 14, 2019, seconded by Caputa. Motion carried.

The next item on the agenda was an *Accessibility Award* presented by the Disability Awareness Commission to Mattingly's.

The next item on the Agenda was *Hearing from Citizens*.

Richard Mayfield, Florissant resident, expressed his concern regarding derelict vehicles in his neighborhood.

Edward Kaufmann, Florissant resident, expressed his concern regarding his neighbor not keeping his fence line trimmed. He would like to paint his own fence, but the fence line must be cleared before he can paint.

The next item on the Agenda was *Communications*.

1. Email, dated October 13, 2019, from Rob Hoffman regarding drinking establishments in Old Town.

2. Letter, received October 21, 2019, from Brice Clinton regarding speeding on Flamingo Dr.

The next item on the Agenda was *Public Hearings*.

The City Clerk reported that Public Hearing #19-10-029 to authorize a Special Use Permit to Bing's Seafood Café d/b/a Cajun Crab to allow for a sit-down, carry-out restaurant for the property

located at 630 N. Hwy. 67. The Chair declared the Public Hearing to be open and invited those who wished to be heard to come forward.

Gerard Mudd, petitioner, appeared before the Council.

The petitioner stated that the hours of operation would be Sunday-Thursday, 11 to 9, and on Friday - Saturday 11 to 10. There are currently no plans to serve alcohol. The petitioners own Thai restaurants in the area, but not any sea food ones.

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. #19-10-029, seconded by Caputa. Motion carried.

The Chair stated that the next item on the agenda was Second Readings.

Councilman Schildroth moved that Bill No. 9539 Ordinance authorizing a Special Use Permit to Girls Getta Grip Gun Club, LLC to allow for an educational development center for the property located at 45 St. Anthony be read for a second time, seconded by Caputa. Motion carried and Bill No. 9539 was read for a second time. Councilman Schildroth moved that Bill No. 9539 be read for a third time, seconded by Henke. Motion carried and Bill No. 9539 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: Pagano yes, Parson yes, Siam yes, Harris yes, Jones yes, Eagan yes, Caputa yes, Schildroth yes and Henke yes. Whereupon the Chair declared Bill No. 9539 to have passed and became Ordinance No. 8562.

Councilman Siam moved that Bill No. 9540 Ordinance authorizing a Special Use Permit to PFMW Florissant, LLC, d/b/a Planet Fitness to allow for a fitness club located at 175 Flower Valley Shopping Center be read for a second time, seconded by Eagan. Motion carried and Bill No. 9540 was read for a second time. Councilman Siam moved that Bill No. 9540 be read for a third time, seconded by Pagano. Motion carried and Bill No. 9540 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: Pagano yes, Parson yes, Siam yes, Harris yes, Jones yes, Eagan yes, Caputa yes, Schildroth yes and Henke yes. Whereupon the Chair declared Bill No. 9540 to have passed and became Ordinance No. 8563.

64 Councilman Parson moved that Bill No. 9541 Ordinance authorizing the re-painting of masonry
65 for 3230 Parker Road be read for a third time, seconded by Caputa. Councilwoman Pagano moved to
66 amend to change the word “re-painting” to “staining,” seconded by Eagan. Motion carried and
67 amended Bill No. 9541 was read for a third and final time and placed upon its passage.

68 Before the final vote all interested persons were given an opportunity to be heard. Being no
69 citizens who wished to speak, on roll call the Council voted: Pagano yes, Parson yes, Siam yes, Harris
70 yes, Jones yes, Eagan yes, Caputa yes, Schildroth yes and Henke yes. Whereupon the Chair declared
71 amended Bill No. 9541 to have passed and became Ordinance No. 8564.

72 Councilman Caputa moved to accept Substitute Bill No. 9547 Ordinance to amend Title II,
73 Chapter 245 “Parks & Recreation” of the Florissant City Code, Section 245.180 “Fees for Use,” to
74 adjust fees for use of various park facilities, seconded by Pagano. Motion carried.

75 Councilman Henke moved that Substitute Bill No. 9547 be read for a second time, seconded by
76 Harris. Motion carried and Substitute Bill No. 9547 was read for a second time. Councilman Siam
77 moved that Substitute Bill No. 9547 be read for a third time, seconded by Henke. Motion carried and
78 Substitute Bill No. 9547 was read for a third and final time and placed upon its passage.

79 Before the final vote all interested persons were given an opportunity to be heard. Being no
80 citizens who wished to speak, on roll call the Council voted: Pagano yes, Parson yes, Siam yes, Harris
81 yes, Jones yes, Eagan yes, Caputa yes, Schildroth yes and Henke yes. Whereupon the Chair declared
82 Substitute Bill No. 9547 to have passed and became Ordinance No. 8565.

83 The next item on the agenda was new business.

84 Councilman Henke moved to reappointment Joseph Kane, 665 St. Catherine, to the Personnel
85 Commission as a member from Ward 6 for a term expiring on 4/24/2023, seconded by Caputa. Motion
86 carried.

87 Councilman Henke moved to reappointment Matthew Hartmann, 370 St. Denis, to the Board of
88 Adjustment as a member from Ward 6 for a term expiring on 9/22/2024, seconded by Eagan. Motion
89 carried.

90 Councilman Eagan moved to accept the Mayor’s appointment of Samone Riney, 770 Lexington
91 Park, to the Environmental Quality Commission as a member from Ward 4 for a term expiring on
92 10/28/2022, seconded by Schildroth. Motion carried.

Councilman Eagan moved to accept the Mayor's appointment of Samone Riney, 770 Lexington Park, to the Youth Advisory Commission as an adult member from Ward 4 for a term expiring on 10/28/2022, seconded by Caputa. Motion carried.

Councilwoman Pagano moved to accept the application for a Transfer Special Use Permit No. 6431 from Twinkle Enterprises, Inc. d/b/a Subway Sandwich Shop to Dan Asewe, LLC d/b/a Subway for the operation of a restaurant at 62 Grandview Plaza Shopping Center, seconded by Caputa. Motion carried and the request was approved.

Councilman Siam moved to approve the request for a Full Package Liquor License for MA UMIYA LLC d/b/a Mini Market 4 located at 1763 N. New Florissant Road, seconded by Siam. On roll call the Council voted: Pagano yes, Parson yes, Siam yes, Harris yes, Jones yes, Eagan no, Caputa no, Schildroth yes and Henke yes. The request was approved.

The next item on the agenda was First Readings.

Councilman Henke introduced Bill No. 9549 Ordinance authorizing a Special Use Permit to Bing's Seafood Café d/b/a Cajun Crab to allow for a sit-down, carry-out restaurant for the property located at 630 N. Hwy 67 and said Bill was read for the first time by title only.

Councilman Caputa introduced Bill No. 9550 Ordinance authorizing a transfer of Special Use Permit No. 6431 from Twinkle Enterprises, Inc. d/b/a Subway Sandwich Shop to Dan Asewe, LLC d/b/a Subway for the operation of a restaurant at 62 Grandview Plaza Shopping Center and said Bill was read for the first time by title only.

Councilman Caputa introduced Bill No. 9551 Ordinance approving the Community Development Block Grant (CDBG) FY2020 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 and said Bill was read for the first time by title only.

Councilman Caputa introduced Bill No. 9552 Ordinance appropriating the Community Development Block Grant (CDBG) funds for the 2019 FY for the City of Florissant and said Bill was read for the first time by title only.

Councilman Caputa introduced Bill No. 9553 Ordinance authorizing a transfer of \$10,000 from Capital Improvement Fund Acct. No. 03-5-03-33000 "Capital Additions- Materials" to Acct. No. 03-5-03-30010 "Equipment Repairs-Vehicles" for the Public Works Department vehicle repairs and said Bill was read for the first time. Councilman Schildroth moved that Bill No. 9553 be read for a second time, seconded by Caputa. Motion carried and Bill No. 9553 was read for a second time.

Councilman Caputa moved that Bill No. 9553 be read for a third time, seconded by Henke. On roll call the Council voted: Pagano yes, Parson yes, Siam yes, Harris yes, Jones yes, Eagan yes, Caputa yes, Schildroth yes, and Henke yes. Having received the unanimous vote of all members present Bill No. 9553 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: Pagano yes, Parson yes, Siam yes, Harris yes, Jones yes, Eagan yes, Caputa yes, Schildroth yes, and Henke yes. Whereupon the Chair declared Bill No. 9553 to have passed and became Ordinance No. 8566.

The next item on the Agenda was Council Announcements.

Councilman Parson announced that Wards 8 and 9 would be hosting a joint Ward Meeting on November 13th at 7 pm at the Eagan Center Theatre. He reminded residents to practice the “Florissant Five” Program and keep an eye on their neighbors. Also, he asked everyone to please patronize their local businesses.

Councilwoman Pagano stated that Wards 5 & 7 would also be hosting a joint Ward Meeting on November 14th at the Justice Center.

Councilman Schildroth announced that on 10/22 he attended the ribbon cutting ceremony for the new Siteman Cancer Center on Graham Road. The Center will open on 11/4. He also attended a meeting for the upcoming census which was held at the Civic Center and hosted by Lacy Clay. He encouraged everyone to fill out the census form because it affects the city’s funding and infrastructure.

Councilman Eagan encouraged residents not to leave their cars unattended when warming them up. He also noted that St. Ferdinand Church had a “Blue Mass” for first responders.

Councilman Jones reminded everyone to remember TEAM Food Pantry. Volunteers and donations are always needed. He stated that filling out the census in the upcoming months will be vital to meeting the needs of the community. He recently attended the Boo Bash and was surprised by the large number of kids in attendance. He thanked the Parks Department for all their work. He also gave a “shout out” to the Florissant Police Department for their dedication in preventing crime in the city.

Councilman Harris stated they hosted a litter pick-up on 10/19 along Shackelford Road which was very successful. They will be partnering with Hazelwood Middle School for a litter pick up in the spring. The Race to the Shrine was a great time and the weather this year was beautiful.

Councilman Caputa stressed that all residents should keep their fire arms locked up and not leave them in their vehicles. He warned residents to be cautious when driving because of all the

155 construction work being done on the roads. On November 9th, Ward 4 Neighborhood Watch will be
156 hosting a clean-up on Humes and Patterson at 10 am.

157 The next item on the Agenda was Mayor Announcements.

158 The Mayor stated that Channel 5 will be showing positive stories about the City of Florissant on
159 Halloween on their morning show. There will be a *Meet & Greet* at the City Diner to discuss all the
160 positive things happening in the city. Halloween *Swim and Skate* will be held on 10/31 at the Eagan
161 Center. A Super Hero Date Night will be held on 11/8 at the JFK Center. On 11/10 there will be a
162 Veterans Day Parade on St. Francois Street at 1:00 pm.

163 The Council President announced that the next regular City Council Meeting was scheduled for
164 Monday, November 11, 2019 at 7:30 pm.

165 Councilman Schildroth moved to adjourn the meeting, seconded by Caputa. Motion carried.
166 The meeting was adjourned at 8:13 p.m.

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Karen Goodwin, City Clerk

172 The following Bills were signed by the Mayor:

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174 Bill No. 9539 Ord. 8562

175 Bill No. 9540 Ord. 8563

176 Bill No. 9541 Ord. 8564

177 SBill No. 9547 Ord. 8565

178 Bill No. 9553 Ord. 8566

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CITY OF FLORISSANT
CITY COUNCIL
OPEN EXECUTIVE SESSION
October 28, 2019

The City Council of the City of Florissant met in open Executive Session on Monday, October 28, 2019 at 6:00 pm. in the Council Chambers at 955 rue St. Francois, with President Caputa presiding. On Roll Call the following Council members were present: Schildroth, Henke, Pagano, Parson, Siam, Harris, Jones, Eagan, Caputa. Also present was Mayor Timothy Lowery, City Clerk Karen Goodwin and City Attorney John Hessel.

Council President Caputa stated that the first item on the agenda was the discussion of a proposal by staff to lease fleet vehicles.

Mayor Lowery provided an overview of the proposal to lease fleet vehicles instead of purchase them.

Todd Hughes, Public Works Director, explained the proposal and compared the numbers to the purchase of the fleet vehicles. He stated that it would be a 4 year lease and the vehicle could be turned back or purchased at that time.

Council discussed logistics of leasing as opposed to purchasing fleet vehicles.

Councilwoman Pagano stated that she was not against a lease but would like an opportunity to look into it further.

Council President Caputa stated that the discussion of the lease could be continued at the Wednesday budget meeting to give Councilwoman Pagano time to gather more information.

Councilman Harris moved to accept the proposal to lease fleet vehicles, seconded by Schildroth, motion passed with Eagan and Pagano voting no.

City Clerk requested specific account numbers for the lease proposal. Council President Caputa stated that he would place the lease discussion on the next budget meeting agenda scheduled for Wednesday, October 30th.

Council President Caputa stated the next item for discussion was the Administration budget.

Kimberlee Johnson, Finance Director, reviewed the budget for the Administration. She noted that there are two software programs requested by the City Clerk's office. There is a reduction in postage and printing.

Councilman Parson asked about travel and training for the Economic Development Director. Travis Wilson, Economic Development Director, reviewed his travel and training budget.

Mrs. Johnson explained the pay tracking system that she has proposed. Councilman Parson asked about training the staff. Mrs. Johnson answered that training comes with the software package.

****Councilman Schildroth moved to move forward with the Paylocity system, seconded by Henke, motion carried.**

****Councilman Schildroth moved to increase the advertising budget by \$5000 to accommodate the Channel 5 program in the fall. Seconded by Eagan, on roll call vote the motion carried with Harris voting no.**

****Councilwoman Pagano moved to increase account no 4043 “Organizational Dues” by \$4500 to pay dues for the National League of Cities organization. Seconded by Caputa, on roll call vote the motion carried with Harris voting no.**

Council President Caputa stated that the next budget meeting was scheduled for Wednesday, October 30th at 6 pm.

There being no further business to discuss, Councilwoman Pagano motioned to adjourn, seconded by Henke. Motion carried and the meeting adjourned at 7:13 p.m.

Karen Goodwin
City Clerk

Memo 11/7/19

To: Florissant Mayor and City Council

From: Mary Szynwelski, 306 Rue St Louis, Florissant 63031

Subject: Transcript of Jones meeting (10-11-19)

The purpose of this memo is to provide formal documentation of an unsolicited visit to our house by Councilman Tim Jones at 12:30 PM on October 11, 2019. This visit was weird and uncomfortable. This is why I opted to make notes immediately following to provide the best possible record of what was stated while these discussions were still fresh in mind.

Jones knocked on our door and introduced himself as a Councilman from the 2nd ward. This gave the impression that the purpose of his visit involved official city business. This was conspicuous because we are not constituents of Jones's ward. Our protocol in matters involving Florissant City business is to communicate with our Councilman, Mr Gerard Henke.

Upon entering our house my husband informed Jones that this was a work day and he was logged on to a real-time interactive computer application to which he would have to devote the majority of his attention. At the subsequent City Council meeting Jones angrily expressed his annoyance at my husband's preoccupation with his computer.

"most of the time you was wailin' away on your computer (*sic*)... goin off on crazy rants."
<https://www.youtube.com/watch?v=shc27gZxwPg>: (24:16)

Note that it was Jones who came to us unannounced and uninvited in the middle of a work day requesting to preempt my husband's work time and "make us part of the process" (whatever that means). Not visa versa.

The following statements in quotes are not everything that was said. But these are the things that I especially recalled. I believe these statements to be substantively accurate to the best of my recollection.

Jones: "The Mayor ask'd me to talk to you as I'm known to people to be a great communicator." (re Mr. Henke) "a lot of people don't like Gerard... and he happens to be out of town right now. So that's why I'm here."

RH: OK

Jones: "There WILL be live music at Bunkers Oct 20th... council members will poke around the neighborhood to see if they think it is too noisy.... Would you be willing to meet with us at Bunkers to try to work out this situation?"

RH: "No."

Jones: "I like to go down there sometimes and drink beer."

RH: “OK”

Jones: “Do you want to see Bunkers closed?”

RH: “No. We would just like them to behave like good neighbors.”

Jones: “How do you feel about Oktoberfest?”

RH: “We have lived with Oktoberfest, Valley of Flowers and other Old Town festivals for more than 25 years. We knew when we bought this house we would be close to these events and we have never complained about it. But these are public functions that benefit the community. Whether Bunkers has loud outdoor rock bands benefits only the owner of Bunkers— and I’m not exactly sure how anyone could think it does that.”

Jones: “I had heard that you are moving. So are you really going to move!?”

RH: “Things are getting so bad with this bar that we are beginning to think about it. Loud music is nothing compared to the drunk driving stuff that comes from that place. Did you notice the wreckage in our front yard? (sharply) This just happened a few days ago. Did you NOT notice this when you came to my door? The guy that made this mess started his night gorging on beer from that bar. His friend said he’d had at least 20 beers. Are you aware this is the third time in just the past year that our property has been damaged by drunk drivers coming from that bar?”

Jones: “Well, are you really going to move?”

RH: “I don’t know where you got this from and why you keep asking about it. I might have brought it up with few people that are not you. What’s your fixation with this? Is it something you would like to see happen? Do you know that Nancy Funck down the street has a similar problem with the Cigar Bar behind her house? She stated at a City council meeting that she was being forced out of her house by loud music from a bar. Don’t you think it’s disgusting that somebody might be forced out of their house because of bar noise? But it’s not just noise for us. We are under repeated attack by drunk drivers. It’s reached the point where we don’t feel safe here. Just look at that mess out there!”

During the City Council meeting October 14 Jones publicly stated: “you told me you was moving... you bin lookin for a residence elsewhere... and that your mind was made up and that we helped push you out.” (*sic*)

These statements were false, irresponsible, and constitute slander. This is classic rumor-mongering. Once released for public consumption it is hard to “unring” the bell” or mitigate the damage caused. But I shall try.

Please note for the record: **WE ARE NEITHER MOVING NOR WOULD WE EVER ALLOW EITHER A RAUCUS BAR OR A SNOOPING SELF-IMPORTANT CITY COUNCILMAN TO BULLY US INTO SUCH ACTIONS.**

I interpreted Jone's statements regarding Gerard Henke as an awkward attempt to rationalize a quasi official meeting with citizens who were not constituents of his district. This harks of duplicitousness. I was never clear about whether this meeting was a matter of public or personal business. It appeared that Jones was attempting to leverage his official status to advocate on behalf of the interest and affairs of a private individual — a bar owner. I suspected a conflict of interest because public officials are assumed to be advocates for public and community interests. I cannot fathom how Bunkers having live rock music could possibly serve any public interest. Again, I found Jone's behavior to be suspicious in light of the fact that that neither this bar nor my property are within his ward. Jones actions Friday afternoon October 11 hark of cronyism.

For the record, we are adamantly opposed to live outdoor music at this or any bar in Old Town. It is a disturbance and nuisance to nearby residents and benefits only the interests of the bar owner. We also wonder why a Councilman from another ward would present himself as an advocate for a private business owner. During the Friday meeting my husband had informed Jones that we had recently signed a formal police complaint with Bunkers. I'm pretty sure he already knew this. I think this is why his demeanor was adversarial. As he stated in the Council meeting: "my intent was to come down and MAKE you part of the process." That is exactly what he seemed to be doing, MAKE ie., FORCE. Aside from exacerbating acrimony this meeting was utterly useless and served no purpose. Clearly, not the work of a "great communicator" (as he fancies himself). For an additional references on Jone's verbal skills as an arbiter please see the recent River Front Times article:

<https://www.riverfronttimes.com/newsblog/2019/07/29/viral-video-shows-florissant-councilman-tim-jones-debate-teen-over-phantom-dent>

In conclusion, I have no idea what drives Councilman Jones. He has a well publicized history of chronic bawdy, interdicted, and embarrassing behavior. But he doesn't scare me. I find him to be more creepy than intimidating for all his belligerent blustering.

In regard to the issue of the bar, I believe that a private business having no special permit and hosting a live band in an outdoor environment close to a residential neighborhood is a clear violation of peace disturbance laws plainly outlined in Florissant code (Section 210.670; subsection A:

A person commits the offense of peace disturbance if he or she: (1) Unreasonably or knowingly disturbs or alarms another person or persons by: (a) Loud Noise.

If Florissant officials opt to either enforce our civil laws arbitrarily or NOT at all then I recommend please kindly change these laws or wipe them off the books. Doing the former versus the latter is simply unethical.

—Mary Szyrwelski

Memo

To: Florissant Mayor and City Council

From: Rob Hoffman, 306 Rue St Louis, Florissant 63031

Subject: Live music at Bunker's bar

Why would a bar owner want to hire a live Rock band? Public service? Ludicrous. The short answer is live music leads to more patrons buying more alcohol. This effectively serves to increase the probability of drunk driving incidents emanating from the bar. How could it do otherwise?

Now consider the irony of a City Council member with a well publicized record of DWI's and other tawdry arrests lobbying private citizens outside his district on behalf of a bar owner who wishes to be allowed to promote loud outdoor live music. But that's not the best part of this irony. The best part is that in order to contact this citizen the Councilman had to pick his way through a tangled mess of twisted iron and broken brickwork which was the aftermath of a DWI incident that had emanated from that same bar only a few days earlier.

The Councilman claimed that he was just trying to "make them a part of the process." What does that mean? Perhaps an experiment of sorts in which the bar would charter live outdoor rock music on an otherwise peaceful Fall afternoon. There was a fuzzy suggestion that members of the city council would circulate around the area assumedly for the purpose of assessing whether or not this music truly constituted a nuisance. Is this what is meant by "the process?" I don't know. It's vague and incoherent.

In any case here is my report in the aftermath of this government imposed/ sponsored musical event/experiment which occurred on Sunday, October 13, at 4 pm.

We saw one city council member, Mr Eagan. He declined our invitation to bear witness from inside our house and back yard stating that he could hear things perfectly well from the front yard. This noise precluded us from occupying several areas of our property including the back porch and yard; the kitchen; and all other southwest facing rooms on the 2nd floor. We were able to somewhat escape the noise by barricading ourselves in the north facing and interior rooms while using televisions to provide audio camouflage. One flaw in this "process/experiment" was the fact it was

staged on a late afternoon rather than late night when previous events had been held. Aside from this the basic idea of having city council members carouse the neighborhood for the purpose of assessing noise impact to residents in their houses is possibly one of the stupidest and most arrogant ideas ever devised. How can anyone ascertain whether other people are bothered by noises other than by just asking them?

To 2nd Ward Councilman: Why are you soliciting citizens outside of your ward to advocate for a bar owner (also outside of your ward) without first contacting the appropriate councilman from that ward? What would you think if the Councilman from the 6th Ward were to pull the same sort of end-around maneuver in your ward?

To the rest of City Council: please devote yourself to causes that serve the public interest. A good place to start would be to address the uptick in recent property damage from drunk drivers emanating from local bars. Please uphold the law and desist with gyrations aimed at helping local bar owners circumvent the nuisance ordinances to advance their alcohol sales. It's unseemly behavior and harks of cronyism.

Lastly, perhaps rethink your vision for "progress." The Old Town business strip is a part of a Federally designated National Register Historic district, a finite and nonrenewable cultural resource. Old Town is arguably the single most important thing that distinguishes Florissant from other communities in North County. Part of the integrity of the historic district is recognition and respect for its social history. By 1794 Dunegant and the French founders had platted 40 residential lots. There were 8 streets all in the exact same locations and retaining the exact same names they bear today. From that time to the present there was a closeness and peaceful coexistence between the residents and the proprietors of what we now call the business district. At no point in Florissant history was unneighborly behavior ever tolerated. This is how Old town was conceived and this is how it has remained for over 200 years. This aspect is an integral part of the historic fabric of Old Town. It's not just about the buildings and landmarks; it's also the social context that deserves protection and stewardship. The historic district deserves respect. Raucous behavior is a social insult and denigration. Old Town will not benefit from more dim lights, thick smoke, and loud music. Florissant already has a vast noisy district catering to those interests. It's called Lindbergh.

CITY OF FLORISSANT



NOTICE OF PUBLIC HEARING

Notice is hereby given that a Public Hearing will be held by the City Council of the City of Florissant, MO, in the Council Chambers, 955 Rue St. Francois, on Monday, November 11, 2019 at 7:30 P.M. on the following proposition:

To amend the Zoning Code to add signage regulations to restrict Short Term Loan establishments. 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. CITY OF FLORISSANT.

Karen Goodwin, CMC, City Clerk.

314.444.7600 (phone)
314.241.6056 (fax)
www.lewisrice.com

LEWIS RICE_{LLC}

Attorneys at Law

600 Washington Avenue
Suite 2500
St. Louis, Missouri 63101

MEMORANDUM

PRIVILEGED AND CONFIDENTIAL

TO: Phil Lum

CC: Mayor Tim Lowery
Todd Hughes
Karen Goodwin

FROM: John Hessel

DATE: October 14, 2019

RE: Additional Regulation of Short Term Loan Establishments

As we discussed when we met on October 9, 2019, several individuals, including a representative from St. Rose Church and David Lander with St. Louis University, approached former Mayor Schneider and Councilmember Robert Parson to discuss additional regulations of short term loan establishments. They proposed an ordinance which would significantly amend the licensing and regulation of short term loan establishments. A copy of the proposed Ordinance is attached for your reference.

I reviewed the proposed Ordinance and determined that it was too far-reaching, thereby raising a myriad of legal issues about the enforcement of the proposed regulations. For example, it suggested that the City should create a commissioner who would appoint inspectors and promulgate regulations for all short term loan establishments. It would also add a new permitting requirement and a fee with additional inspections. It would also impose fines ranging from \$100 to \$500 or imprisonment in jail for violation of any of the proposed regulations.

The proposed Ordinance also suggests that owners and operators of short term loan establishments be obligated to post "No Loitering" signs and to post signs warning customers of the charges and the consequences of the failure to pay the fees associated with the loan. I suggest that the Planning and Zoning Commission and the City Council consider these additional requirements regarding signage. Accordingly, I suggest that the following amendments be presented to the Planning and Zoning Commission for their recommendation to the City Council:

Section 405.125(K) "Special Use Permits" is hereby amended by deleting Paragraph 44 "Short Term Loan Establishments" as currently written and substituting the following in lieu thereof:

LEWIS RICE_{LLC}

Short Term Loan Establishments, provided, and subject to the following:

- (a) two (2) fully operational, state-of-the-art security cameras shall be installed to monitor and clearly record the activities at all times and the recordings shall be kept for a minimum of thirty (30) days;
- (b) a panic alarm wired to the Florissant Police Department or a reputable security firm that is acceptable to the Florissant Police Department shall be installed;
- (c) no more than ten percent (10%) of the windows can be obstructed with signs so as to interfere with visibility into the businesses;
- (d) post and enforce a no-loitering policy on the premises;
- (e) a notice printed in not less than 24-point bold type 2 shall be posted within 3 feet of a location within the premises at which a customer, borrower or other member of the general public is invited or directed to stand or sit to either apply for a loan, to answer or ask questions, to review or sign transaction documents, to receive loan proceeds, to make payments or to inquire about, or apply for, the renewal of the rolling over of a loan, which sets forth the following information:
 - i. the word "WARNING" in bold capital letters;
 - ii. information that this establishment is a short term loan establishment and is not a federally chartered bank, savings and loan association, or credit union;
 - iii. the interest rates and fees charged;
 - iv. the annual percentage rate equivalent of the aggregate of those interest rates and fees charged per \$100.00 borrowed;
 - v. a computation of the amounts that would be paid on an original loan renewed or rolled over after the expiration of its original term without any payment of either principal or interest each time, up to the six times;
 - vi. a warning that default may result in loss of property used as a security for the loan and garnishment of wages and checking and savings accounts; and
 - vii. alternative to short term loans shall be provided upon request.
- (f) Short term loan establishments will not be permitted if the total number of short term loan establishments exceeds one (1) per ten thousand (10,000) population in the City or if the location of the short term loan establishment is within two (2) miles of another short term loan establishment.

Please contact me if you have any questions or want to discuss this matter with me.

RECOMMENDED APPROVAL
PLANNING & ZONING
CHAIRMAN

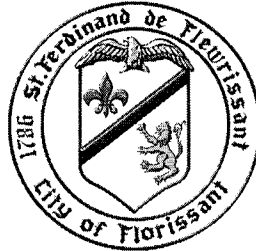
SIGN.



DATE:

10-21-19

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MEMORANDUM



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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."

9 To: Planning and Zoning Commissioners Date: October 15, 2019
10
11 From: Philip E. Lum, AIA-Building Commissioner c: Todd Hughes, P.E.,
12 Director Public Works
13 Deputy City Clerk
14 Applicant
15 File
16

17 Subject: Request Recommended Approval to amend the zoning code to add signage
18 regulations to restrict Short Term Loan establishments.
19
20

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23
STAFF REPORT
CASE NUMBER PZ-102119-3

24
25
I. PROJECT DESCRIPTION:

26 This is a request for recommendations for a change in the **Zoning Code** to amend the
27 zoning code to add signage regulations to restrict Short Term Loan establishments.
28

29
30
II. EXISTING CONDITIONS:

31 It comes to the attention of staff that several individuals met with the City Attorney to
32 explore additional regulation of Short Term Loan Establishments. Changes to the Zoning
33 Code require review by the Planning & Zoning Commission for recommendations.
34

35 Short Term Loan establishments are Special Uses in certain Zoning Districts. Also, they
36 are currently restricted by both distance and number per capita.
37

38 Staff therefore recommends revising the zoning code as a result of research and review
39 by the City Attorney. Staff recommends changing the zoning code to mandate that signs

40 be posted on the premises indicating no loitering and a notice regarding the pitfalls of
41 entering into a loan agreement that may be non-advantageous. Please refer to item (d)
42 and (e) of the letter of recommendation by John Hessel dated October 14, 2019.

43 **Suggested Motion:**

44 I move to recommend approval to amend Title IV "Land Use" of the Florissant City
45 Code, consistent with the recommendations of staff, outlined in the memorandum from
46 John Hessel, dated October 14, 2019, ~~with the following conditions being part of the~~
47 ~~record:~~

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(End report and suggested motion)

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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 28, 2019 at 7:30 P.M. on the following proposition:

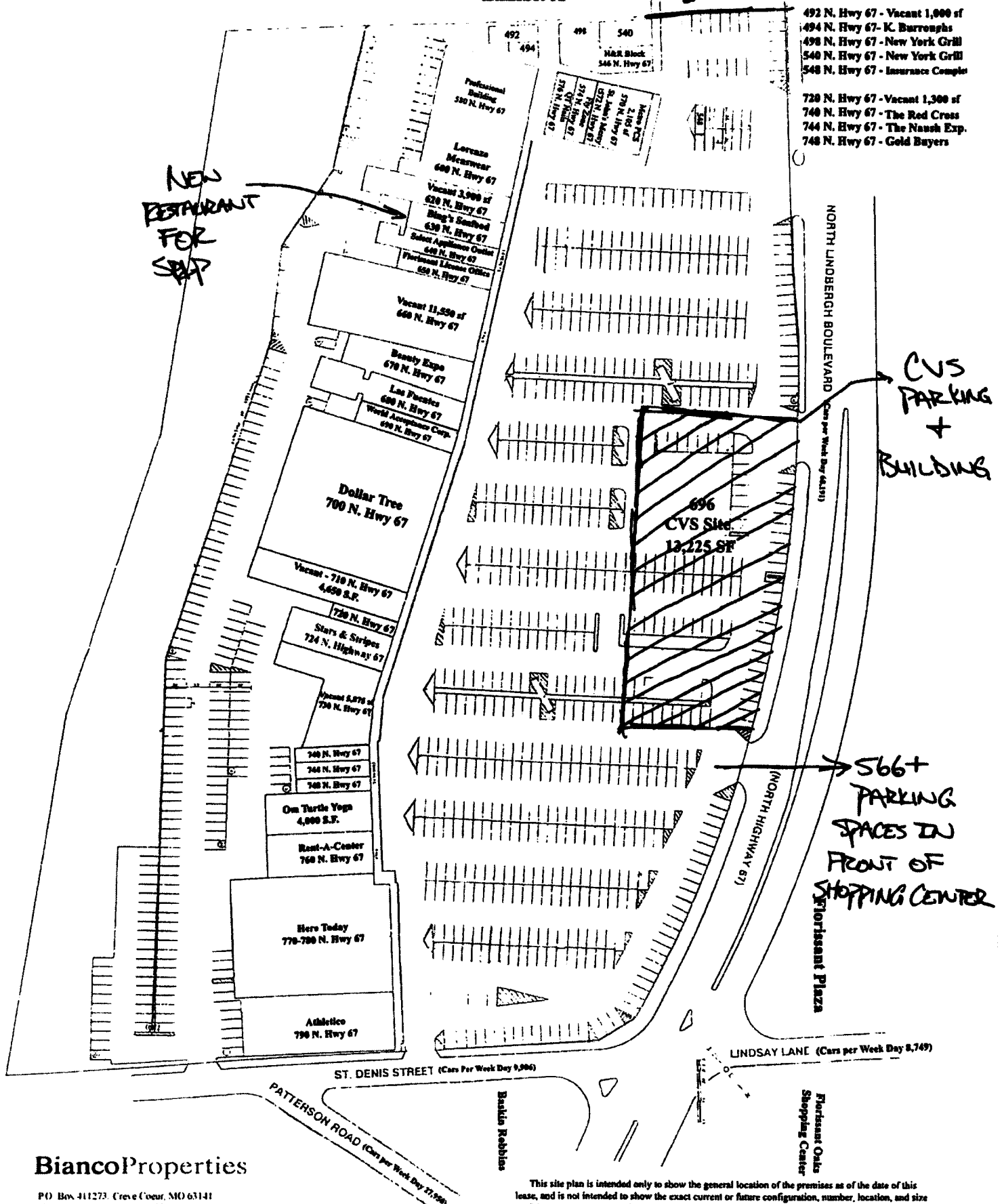
To authorize a Special Use Permit to Bing's Seafood Café, Inc. d/b/a Cajun Crab to allow for a sit-down carry-out restaurant for the property located at 630 N. Highway 67 (legal description to govern). Citizens will have an opportunity to be heard. Anyone with special needs should contact the City Clerk 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 Meadows

END OF FLORISSANT MEADOWS

Exhibit A



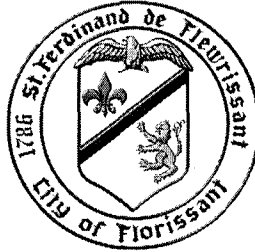
BiancoProperties

P.O. Box 411273, Creve Coeur, MO 63141
Phone 314 872 8500 www.biancoproperties.com

This site plan is intended only to show the general location of the premises as of the date of this lease, and is not intended to show the exact current or future configuration, number, location, and size of the tenants, occupants, improvements, buildings or common areas of the shopping center. This plan is subject to change at Landlord's discretion.

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MEMORANDUM



CITY OF FLORISSANT

To: Planning and Zoning Commissioners Date: October 2, 2019

From: Philip E. Lum, AIA-Building Commissioner cc: Todd Hughes, P.E.
Director of Public Works
Applicant
File

Subject: **"Cajun Crab" at 630 N. Highway 67-** Request recommended approval
of Special Use to allow for a sit-down, carryout restaurant in a 'B-3'
Zoning District.

STAFF REPORT
CASE NUMBER PZ-100719-3

I. PROJECT DESCRIPTION:

This is a request for recommended approval of Special Use to allow for a sit-down,
carryout restaurant **"Cajun Crab" at 630 N. Highway 67** in a 'B-3' Zoning District.

II. EXISTING SITE CONDITIONS:

The existing property is in the **Florissant Meadows Shopping Center**. The tenant
proposes to occupy 630 N Highway 67, currently vacant.

III. SURROUNDING PROPERTIES:

The property involved is about 2370 s.f. in a 'B-3' Extensive Business District Shopping
Center with out-parcels also within a 'B-3' District. The property adjacent and to the
west is Florissant Square Shopping Center, owned by Follman Properties and is also in a
'B-3' District.

40
41
42 **IV. STAFF ANALYSIS:**
43

44 The application is accompanied by a diagram of addresses on the site, a Preliminary floor
45 plan with dimensions of 100'-10"x 23'-7" retail space. The existing building on the
46 property contains 128,000 square feet. The front facing (West) wall of the building is
47 brick and glass storefront with EIFS (exterior insulation and finish system) area above the
48 canopy and signage designated for the EIFS wall area.
49

- 50 1. Signage. There is no signage proposed, however, signage must also be approved
51 by the City and according to the lease agreement with Bianco Properties,
52 mounted on the parapet, using materials and specific mounting methods per
53 Bianco. A wall sign will be permitted up to 40 s.f. as defined in the Zoning Code,
54 or under Special Conditions, limited to 100 s.f. if approved by P&Z.
55 2. Parking required as estimated by the Building Commissioner:
56 a. 64 seating at tables/4= 16 parking
57 b. Assume 6 employees= 4 parking
58 c. Total required 20-21 depending on staff size
59 3. Parking: The site contains approximately 128,000 s.f. of retail space. According
60 to parking regulations for the 'B-3' district, 364 parking are required for this size
61 center per the new parking regulations. The drawing included indicates 902
62 spaces. The applicant has submitted new calculations using the parking
63 regulations, which indicate 365 required. Parking concerns are minimal so for the
64 Special Use proposed, there appears to be plenty of parking available on the
65 property.
66 4. Plumbing Fixture counts: The IBC and the International Plumbing Code both
67 control the number of fixtures for such a facility, but have little or no Zoning
68 impact. Plan shows 2 accessible restrooms and a service (mop) sink:
69 a. Men's room with 2 fixtures and one lavatory (sink).
70 b. Women's room with 2 fixtures and one lavatory.
71 c. 1 Service sink.
72

73 **VI. STAFF RECOMMENDATIONS:**
74

75 **Suggested Motion for SUP 630 N. Highway 67:**
76

77 I move to recommend approval of Special Use to allow for a sit-down, carryout
78 restaurant "**Cajun Crab**" at 630 N. Highway 67 in a 'B-3' Zoning District as depicted by
79 attached floor plan A.1 dated 9/19/19 by Frank Mileto, AIA, along with the following
80 restrictions to become part of the record:
81
82
83

*ist - Ods
2nd - Mark*
(End of suggested motion)

1 INTRODUCED BY COUNCILMAN HENKE
2 OCTOBER 28, 2019

3
4 BILL NO. 9549

ORDINANCE NO.

5
6
7 **ORDINANCE TO AUTHORIZE A SPECIAL USE PERMIT TO BING'S**
8 **SEAFOOD CAFÉ D/B/A CAJUN CRAB TO ALLOW FOR A SIT-DOWN**
9 **CARRY-OUT RESTAURANT FOR THE PROPERTY LOCATED AT 630 N.**
10 **HIGHWAY 67.**

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 restaurant;
14 and

15 WHEREAS, an application has been filed by Bing's Seafood Café d/b/a Cajun Crab to allow
16 for a sit-down carry-out restaurant for the property located at 630 N. Highway 67; and

17 WHEREAS, the Planning and Zoning Commission of the City of Florissant, at their meeting
18 of October 7, 2019 recommended approval of said Special Use Permit; and

19 WHEREAS, due notice of public hearing no.19-10-029 on said application to be held on the
20 28th of October, 2019 at 7:30 P.M. by the Council of the City of Florissant was duly published, held
21 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:

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29
30 Section 1: A Special Use Permit is hereby approved for Bing's Seafood Café d/b/a Cajun
31 Crab to allow for a sit-down carry-out restaurant for the property located at 630 N. Highway 67 as
32 depicted by attached floor plan dated 9/19/19 by Frank Mileto, AIA.

33
34 Section 2: When the named permittee discontinues the operation of said business, the
35 Special Use Permit herein granted shall no longer be in force and effect.

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

39

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Adopted this _____ day of _____, 2019.

41

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Jeff Caputa

44

President of the Council

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Approved this _____ day of _____, 2019.

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Timothy J. Lowery

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Mayor

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ATTEST:

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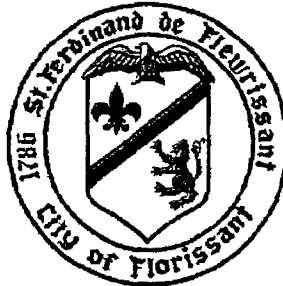
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Karen Goodwin, MPPA/MMC/MRCC

58

City Clerk

**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
RECOMMENDED APPROVAL
PLANNING & ZONING
CHAIRMAN**

Council Ward _____ Zoning _____

Initial Date Petitioner Filed _____
Building Commissioner to complete
ward, zone & date filed

X SIGN 

DATE: 10-7-19

SPECIAL PERMIT FOR operation of a Restaurant
Statement of what permit is being sought. (i.e., special permit for operation of a restaurant).

AMEND SPECIAL PERMIT # _____ TO ALLOW FOR Restaurant operation
ordinance # _____ Statement of what the amendment is for.

LOCATION 630 N Highway 67 Florissant, Mo 63031
Address of property.

1) Comes Now Bing's Seafood Cafe Inc DBA: Cajun Crab
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 Shopping Center 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.

②

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)

Hua Chen Hua Chen MINWENLU 68 @icloud.com
PRINT NAME SIGNATURE email and phone

FOR Bing's Seafood cafe Inc
(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 Gerard Mudd as
Print name of agent.
my (our) duly authorized agent to represent me (us) in regard to this petition.

Hua Chen
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.

③

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 _____ Corporation X

(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:

- (1) Names & addresses of all partners Hua Chen
 (2) Telephone numbers 646-696-5375
 (3) Business address 630 N Highway 67 Florissant Mo 63031
 (4) State of Incorporation & a photocopy of incorporation papers _____
 (5) Date of Incorporation 6/3/2019
 (6) Missouri Corporate Number 001376779
 (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 Cajun Crab
 (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.

④

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 Bing's Seafood Cafe Inc DBA: Cajun Crab

Address 630 N Highway 67 Florissant Mo 63031

Property Owner _____

Location of property _____

Dimensions of property _____

Property is presently zoned _____ Requests Rezoning To _____

Proposed Use of Property _____

Type of Sign _____ Height _____

Type of Construction _____ Number Of Stories _____

Square Footage of Building _____ Number of Curb Cuts _____

Number of Parking Spaces _____ Sidewalk Length _____

Landscaping: No. of Trees _____ Diameter _____

No. of Shrubs _____ Size _____

Fence: Type _____ Length _____ Height _____

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.
5. Location, sizes and elevations of signage.

STATE OF MISSOURI



John R. Ashcroft
Secretary of State

CERTIFICATE OF INCORPORATION

WHEREAS, Articles of Incorporation of

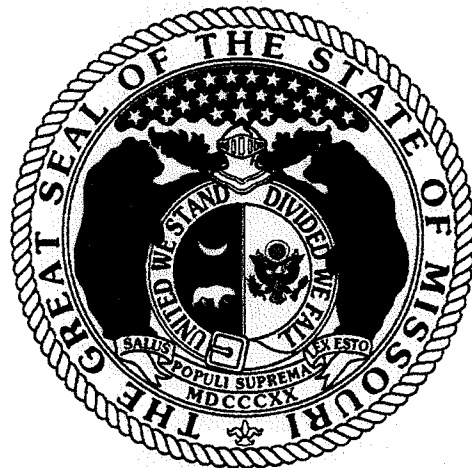
BING'S SEAFOOD CAFE INC.
001376779

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 3rd day of June, 2019.


Secretary of State



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):

RESTAURANT

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)

HUA CHEN

Signature of Incorporator(s)

HUA CHEN

Printed or Typed Name of Incorporator

06/03/2019

Date of Signature

1 INTRODUCED BY COUNCILWOMAN PAGANO
2 OCTOBER 28, 2019

3
4 BILL NO. 9550

ORDINANCE NO.

5
6 **ORDINANCE TO AUTHORIZE A TRANSFER OF SPECIAL USE**
7 **PERMIT NO. 6431 FROM TWINKLE ENTERPRISES, INC. D/B/A**
8 **SUBWAY SANDWICH SHOP TO DAN ASEWE, LLC D/B/A SUBWAY**
9 **FOR THE OPERATION OF A RESTAURANT AT 62 GRANDVIEW**
10 **PLAZA SHOPPING 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 of a
14 restaurant; and

15 WHEREAS, Twinkle Enterprises, Inc. was granted Special Use Permit no. 6431 for the
16 location of a restaurant located at 62 Grandview Plaza Shopping Center, and

17 WHEREAS, an application has been filed by Dan Asewe, LLC d/b/a Subway to transfer
18 the Special Use Permit authorized by Ordinance No. 6431 to its name; and

19 WHEREAS, the City Council of the City of Florissant determined at its meeting on
20 October 28th, 2019 that the ground sign would be substantially identical fashion as set out
21 herein; and

22 WHEREAS, Dan Asewe, llc d/b/a Subway has accepted the terms and conditions set out
23 in Ordinance No. 6431.

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: The Special Use Permit authorized by Ordinance No. 6431 is hereby
30 transferred from Twinkle Enterprises, Inc. d/b/a Subway Sandwich Shop to Dan Asewe, LLC
31 d/b/a Subway for the operation of a restaurant at 62 Grandview Plaza Shopping Center.

32 Section 2: The terms and conditions of said Special Permit authorized by Ordinance No.
33 6431 shall remain in full force and effect.

34 Section 3: The Special Use Permit herein authorized shall terminate if the said business
35 ceases operation for a period of more than ninety (90) days.

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

39

40 Adopted this ____ day of _____, 2019.

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Jeff Caputa
Council President

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48 Approved this ____ day of _____, 2019.

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Timothy J. Lowery
Mayor, City of Florissant

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54

55 ATTEST:

56

57

58 _____
Karen Goodwin, MPPA/MMC/MRCC
59 City Clerk

TRANSFER OF SPECIAL PERMIT

AUTHORIZED BY ORDINANCE NUMBER (S) 6431

FROM Twinkle Ent, Inc dba Subway Sandwich Shop
TO Dan Asewe, LLC dba Subway
FOR operation of a restaurant
ADDRESS 62 Grandview Plaza S/C
Ward 7 Zoning Date Filed 10-21-19 Accepted By A Moore

TRANSFER OF SPECIAL USE PERMIT PETITION

TO THE CITY COUNCIL OF THE CITY OF FLORISSANT:

1. Comes now DAN ASEWE and states to the City Council that he (she) (they) has (have) the following legal interest in the property located at 60 GRANDVIEW PLAZA, FLORISSANT, MO 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

Dan Asewe

Individual's Name

FOR:

Dan Asewe LLC

Company, Corporation, Partnership

10/21/19
City Council
Pesset & Mayor

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 Dan Asewe

ADDRESS 12106 Natural Bridge Rd, Bridgeton MO 63044

Telephone No. 405-204-8429 Email address danasewe@hotmail.com

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

Dan Asewe
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.

X [Signature]
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 DAN ASEWE LLC

Telephone numbers & email addresses 405-204-8429 - danasewe@hotmail.com

Business name/address/phone DAN ASEWE LLC - 12106 NATURAL BRIDGE

Photocopy of Corporation/LLC Articles and Certificate _____

Date of incorporation/LLC 8-23-19

Copy of fictitious name registration, if applicable _____

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

STATE OF MISSOURI



John R. Ashcroft
Secretary of State

CERTIFICATE OF ORGANIZATION

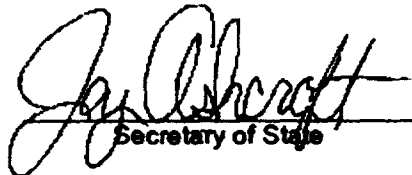
WHEREAS,

Dan Asewe LLC
LC001664421

filed its Articles of Organization with this office on the 23rd day of August, 2019, 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 23rd day of August, 2019, 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 23rd day of August, 2019.


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

LC001664421

Date Filed: 8/23/2019

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

Dan Asewe LLC

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

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

To run a Restaurant.

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

Saleetha Connors

3950 N Kingshighway

Saint Louis MO 63115

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

Asewe, Dan O

12106 Natural Bridge Rd Apt D

Bridgeton MO 63044

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: Dan O Asewe

Address: Email: danasewe@hotmail.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:

Dan O Asewe
Organizer Signature

DAN O ASEWE
Printed Name

08/23/2019
Date of Signature



CITY OF FLORISSANT

Honorable Thomas P. Schneider, Mayor

TRANSFER OF SPECIAL USE PERMIT

The undersigned hereby acknowledges receipt of a copy of Ordinance
Number 6431 which authorized a Special Permit:

TO: Twinkle Ent, Inc dba Subway

FOR: operation of a restaurant

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.

DAN ASEWE

PRINT - NAME OF APPLICANT

Dan Aswe

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

INTRODUCED BY COUNCILMAN MCKAY
AUGUST 14, 2000

BILL NO. 7321

ORDINANCE NO. 6431

AN ORDINANCE GRANTING A SPECIAL USE PERMIT TO TWINKLE ENTERPRISES, INC. D/B/A SUBWAY SANDWICH SHOP FOR THE OPERATION OF A RESTAURANT AT 62 GRANDVIEW PLAZA SHOPPING CENTER.

WHEREAS, the Florissant Zoning Ordinance authorizes the Council of the City of Florissant, by Special Use Permit, after public hearing thereon, to permit the location and operation of a restaurant; and

WHEREAS, an application has been filed by Twinkle Enterprises, Inc. d/b/a Subway Sandwich Shop for the location and operation of a sit-down, carry-out restaurant on the property hereinafter described and known as 62 Grandview Plaza Shopping Center; and

WHEREAS, the Planning and Zoning Commission of the City of Florissant has recommended that the said Special Use Permit be granted; and

WHEREAS, due notice of a public hearing on said application to be held on the 24th day of July, 2000 at 8:00 P.M. by the Council of the City of Florissant was duly published, held and concluded; and

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

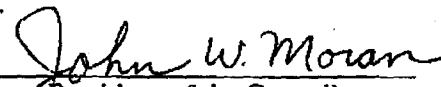
NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1: A Special Use Permit is hereby granted to Twinkle Enterprises, Inc. d/b/a Subway Sandwich Shop to locate and operate a sit-down, carry-out restaurant at 62 Grandview Plaza Shopping Center.

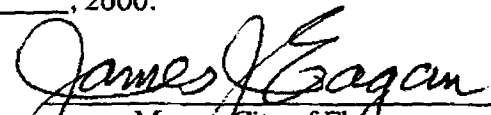
Section 2: That when the named permittee discontinues the operation of said business, the Special Use Permit herein authorized shall no longer be in force and effect.

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

Adopted this 14th day of August, 2000.


President of the Council
City of Florissant

Approved this 15 day of August, 2000.


Mayor, City of Florissant

ATTEST:


Acting City Clerk

CDBG

ANNUAL ACTION PLAN FY2020



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 FY2020.

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 2020 Annual Action Plan process included a public hearing. The CPC committee met on September 19, 2019 and a public hearing was held on September 23, 2019 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 24, 2019. 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 23, 2019 Public Hearing and Citizen Participation Committee meeting. Discussion of the FY2020 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 FY2020.

6. Summary of comments or views not accepted and the reasons for not accepting them

N/A

7. Summary

Annual Action Plan
2020

3

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
2020

- 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 19, 2019 and a public hearing for the FY2020 Annual Action Plan was held on September 23, 2019 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 24, 2019. 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 two full time CD Specialists. 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 2020 Annual Action Plan process included a public hearing. The CPC committee met on September 19, 2019 and a public hearing was held on September 23, 2019 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 24, 2019. 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 23, 2019 Public Hearing and Citizen Participation Committee meeting. Discussion of the FY2020 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 FY2020 as well as continuing the 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.

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 Residents of Public and Assisted Housing				
3	News Release	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 \$248,515 in CDBG funding for FY2020. 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	248,515	0	0	248,515	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 and home clean outs.

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: \$118,812	Homeowner Housing Rehabilitated: 23 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: \$10,000	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: \$49,703	

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Home Improvement Program
	Goal Description	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.
2	Goal Name	Home Improvement Program - Mechanical
	Goal Description	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.

3	Goal Name	Project IMPACT: Initiative to Maintain Properties and Assist our Community Together (formally known as C.O.P.S.)
	Goal Description	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. The City of Florissant has been experiencing a shortage of experienced volunteer groups that are qualified to do specialized exterior repairs, home clean outs 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 reimbursement of labor on exterior repairs and home clean outs and the materials and construction of wheelchair 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 tree program will come primarily from project income.
4	Goal Name	Mortgage, Rental & Utility Assistance
	Goal Description	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.
5	Goal Name	Administration
	Goal Description	

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):

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 FY2020 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, home clean outs 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 reimbursement of labor on exterior repairs, home clean outs and the materials and construction of wheelchair 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 tree 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

1	Project Name	Home Improvement Program
	Target Area	
	Goals Supported	Home Improvement Program
	Needs Addressed	Housing Repair and Improvement
	Funding	CDBG: \$118,812
	Description	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.
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	The City estimates assisting 23 households with the Home Improvement Loan Program
	Location Description	The City will accept households within the city limits
	Planned Activities	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.

2	Project Name	Home Improvement Program - Mechanical
	Target Area	
	Goals Supported	Home Improvement Program - Mechanical
	Needs Addressed	Housing Repair and Improvement
	Funding	CDBG: \$60,000
	Description	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.
	Target Date	12/31/2021
3	Estimate the number and type of families that will benefit from the proposed activities	The City estimates assisting 12 households with the HIP-M Program
	Location Description	The City will accept households within the city limits
	Planned Activities	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.
	Project Name	Project IMPACT: Initiative to Maintain Properties and Assist our Community Together (FKA C.O.P.S.)
	Target Area	
	Goals Supported	Project IMPACT: Initiative to Maintain Properties and Assist our Community Together (FKA C.O.P.S.)
	Needs Addressed	Housing Repair and Improvement / Housing Accessibility
	Funding	CDBG: \$10,000
	Annual Action Plan 2020	
		20

<p>Description</p> <p>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, home clean outs 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 reimbursement of labor on exterior repairs, home clean outs and the materials and construction of wheelchair 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.</p> <p>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 tree program will come primarily from project income.</p>	<p>Target Date</p> <p>12/31/2021</p> <p>Estimate the number and type of families that will benefit from the proposed activities</p> <p>The City estimates that 10 households will be assisted with Project IMPACT</p> <p>Location Description</p> <p>Participants of this program will be City Wide</p> <p>Planned Activities</p> <p>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	Project Name	Mortgage, Rental & Utility Assistance
	Target Area	
	Goals Supported	Mortgage, Rental & Utility Assistance
	Needs Addressed	Emergency Mortgage, Rental, and Utility Assistance
	Funding	CDBG: \$10,000
	Description	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.
	Target Date	12/31/2021
5	Estimate the number and type of families that will benefit from the proposed activities	The City estimates that 20 individuals will be assisted with the MRU Assist Program
	Location Description	Participants will be accepted from within the City of Florissant limits
	Planned Activities	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.
	Project Name	Administration
	Target Area	
	Goals Supported	Administration
	Funding	CDBG: \$49,703
	Description	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.
	Target Date	

<div data-bbox="207 1516 324 1890"> <p>Estimate the number and type of families that will benefit from the proposed activities</p> </div> <div data-bbox="344 1491 386 1890"> <p>Location Description</p> </div> <div data-bbox="402 1491 441 1890"> <p>Planned Activities</p> </div>	<p>This activity is administration and will not benefit low income families directly.</p>
--	---

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

Target Area	Percentage of Funds
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	65
Special-Needs	
Total	65

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	45
Acquisition of Existing Units	0
Total	65

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

One year goals for the number of households to be provided housing through the use of HOPWA for:
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 tree 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,

Discussion

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

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
Total Program Income:	0

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%

34

PROPOSED USE OF CDBG FUNDS
2020 ESTIMATED Financial Summary

FY2020 CDBG Program

Community Development Block Grant Resources

Entitlement Amount Estimate	\$248,515.00
Total FY2020 Anticipated Funding	\$248,515.00

Proposed Uses of CDBG Funds

Housing Programs

Home Improvement Program	\$118,812.00
Home Improvement Program – Mechanical	\$ 60,000.00
Project IMPACT	\$ 10,000.00

Public Services

Mortgage, Rental & Utility Assistance	\$ 10,000.00
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Grant Administration	\$ 49,703.00
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Total	\$248,515.00
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1 INTRODUCED BY COUNCIL AS A WHOLE
2 OCTOBER 28, 2019
3

4 BILL NO. 9551

ORDINANCE NO.

5
6 **AN ORDINANCE APPROVING THE COMMUNITY DEVELOPMENT**
7 **BLOCK GRANT (CDBG) FY2020 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 23rd day of September 2019, 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, 2020; 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 _____, 2019.
34

35 _____
36 Jeff Caputa
37 President of the Council
38 City of Florissant
39

40 Approved this ____ day of _____, 2019.
41

42 _____
43 Timothy J. Lowery
44 Mayor, City of Florissant
45

46 ATTEST:
47

48 _____
49 Karen Goodwin, MPPA/MMC/MRCC
50 City Clerk

INTRODUCED BY COUNCIL AS A WHOLE
OCTOBER 28, 2019

BILL NO. 9552

ORDINANCE NO.

**AN ORDINANCE APPROPRIATING THE COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR THE 2019
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 2019 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 2019 fiscal
year are hereby approved as follows:

**CDBG 2019 ACTUAL
Financial Summary**

FY2019 CDBG Program

Community Development Block Grant Resources

Entitlement Amount Actual	\$248,515.00
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Total FY Actual Funding	\$248,515.00
--------------------------------	---------------------

Proposed Uses of CDBG Funds

Housing Programs

Home Improvement Program – Acct # 05-5.05.19000	\$173,515.00
Home Improvement Program Mechanical – Acct # 05-5.05.19020	\$ 60,000.00
Project I.M.P.A.C.T. – Acct # 05-5.05.70000	\$ 5,000.00

Public Services

Mortgage, Rental & Utility Assistance (MRU Assist) Acct # 05-5.05.71000	\$ 10,000.00
--	--------------

Total	\$248,515.00
--------------	---------------------

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

Adopted this _____ day of _____, 2019.

Jeff Caputa
President of the Council

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Approved this _____ day of _____, 2019.

ATTEST:

Timothy J. Lowery
Mayor

Karen Goodwin, MPPA/MMC/MRCC
City Clerk

FLORISSANT CITY COUNCIL

AGENDA REQUEST FORM

Date: October 22, 2019

Mayor's Approval:

Agenda Date Requested:

28-Oct-19

Description of request: Appropriation of 2019
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:

Minutes	
Maps	
Memo	YES
Draft Ord.	YES

Back up materials
needed:

Minutes	
Maps	
Memo	
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: _____

Oct 22/19
10/23/19
KL

MEMORANDUM

To: MAYOR LOWERY & FLORISSANT CITY COUNCIL
From: M. Carol O'Mara, Director Community Development
Re: Appropriation of 2019 Community Development Block Grant Funds: CDBG
Date: October 22, 2019

This is a request for approval of an ordinance for the appropriation of 2019 CDBG Funding:

These funds have already been approved / allocated but need to be added to the budget for expenditure.

CDBG 2019 ACTUAL Financial Summary

FY2019 CDBG Program

Community Development Block Grant Resources

Entitlement Amount Actual	\$248,515.00
---------------------------	--------------

Total FY Actual Funding	\$248,515.00
--------------------------------	---------------------

Proposed Uses of CDBG Funds


Housing Programs

Home Improvement Program – Acct # 05-5.05.19000	\$173,515.00
Home Improvement Program Mechanical – Acct # 05-5.05.19020	\$ 60,000.00
Project I.M.P.A.C.T. – Acct # 05-5.05.70000	\$ 5,000.00

Public Services

Mortgage, Rental & Utility Assistance (MRU Assist) Acct # 05-5.05.71000	\$ 10,000.00
--	--------------

Total	\$248,515.00
--------------	---------------------

 10-23-19

1 INTRODUCED BY COUNCIL AS A WHOLE
2 NOVEMBER 11, 2019
3

4 BILL NO. 9555

ORDINANCE NO.

5
6 **AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF**
7 **FLORISSANT FOR THE FISCAL YEAR COMMENCING ON**
8 **DECEMBER 1, 2019 AND ENDING ON NOVEMBER 30, 2020 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, 2019 and
15 ending November 30, 2020, 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, 2019.

18
19 Adopted this ____ day of _____, 2019.
20
21

22 _____
23 Jeff Caputa
24 President of the Council
25 City of Florissant
26
27

28
29 Approved this ____ day of _____, 2019.
30
31

32 _____
33 Timothy J. Lowery
34 Mayor, City of Florissant
35

36 ATTEST:

37 _____
38 Karen Goodwin, MPPA/MMC/MRCC
39 City Clerk
40
41

City of Florissant, Missouri



2020 Amended Budget

(October 30, 2019)

955 rue St. Francois
Florissant, Missouri 63031
314-921-5700
www.florissantmo.com

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

FUND SUMMARIES

			Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
<u>Page #</u>	<u>Dept #</u>					
General Fund - 01						
3 & 4		Revenues	\$ 24,919,921	\$ 24,240,098	\$ 22,555,612	\$ -
		Expenditures				
5	40	Administrative	\$ 3,141,711	\$ 3,268,133	\$ 2,950,520	\$ -
6	38	Legislative	148,663	158,647	154,438	-
7	36	Information Technology	470,571	537,725	Merged IT & Media	
8	70	Media	198,558	232,807	Merged IT & Media	
9	36	Information Technology/MEDIA (2020)	669,129	770,532	644,454	-
10-11	49	Police	11,961,610	10,945,922	10,827,154	-
12	41	Municipal Court	514,771	618,829	624,488	-
13	35	Prosecuting Attorney	252,558	287,551	267,810	-
14	37	Housing Resource Center	71,970	50,728	52,794	-
15	39	Senior Services	172,365	206,180	213,429	-
16	42	Health	756,850	883,900	Merged Public Works & Health	
17-18	48	Public Works	3,785,097	3,492,190	Merged Public Works & Health	
19-20	48	Public Works (merged Health FY2020)	4,541,947	4,376,090	3,988,707	-
21	43	Recreation-Theater	401,709	453,361	463,778	-
22	44	Recreation-Centers	1,738,367	1,863,689	1,889,138	
23	45	Recreation-Summer Camp	100,050	135,582	190,004	-
24	46	Recreation-Bangert	191,929	249,278	316,189	-
25	47	Recreation-Parks	515,871	521,485	Moved to Park Improvement	
26	06	Recreation-Golf Course	804,068	938,050	924,865	-
		General Fund Expenditures	\$ 25,226,718	\$ 24,844,057	\$ 23,507,768	\$ -
		Revenue over Expenditures	\$ (306,797)	\$ (603,959)	\$ (952,156)	\$ -
Capital Improvement Fund - 03						
27-29		Revenue	\$ 3,915,900	\$ 4,020,165	\$ 3,497,000	\$ -
		Expenditures	3,365,253	4,323,037	3,617,600	-
		Revenue over Expenditures	\$ 550,647	\$ (302,872)	\$ (120,600)	\$ -
Park Improvement Fund - 09						
30-33		Revenue	\$ 4,031,373	\$ 4,500,248	\$ 3,985,400	\$ -
		Expenditures	3,854,130	5,287,502	4,644,117	-
		Revenue over Expenditures	\$ 177,243	\$ (787,254)	\$ (658,717)	\$ -
Street Fund - 08						
34-35		Revenue	\$ 1,556,703	\$ 3,603,608	\$ 1,890,000	\$ -
		Expenditures	1,503,868	4,512,210	1,790,000	-
		Revenue over Expenditures	\$ 52,835	\$ (908,602)	\$ 100,000	\$ -

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

<u>Page #</u>		Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
36-37	Sewer Lateral Fund - 04				
	Revenue	\$ 626,366	\$ 548,000	\$ 509,000	\$ -
	Expenditures	769,348	668,835	805,835	-
	Revenue over Expenditures	\$ (142,982)	\$ (120,835)	\$ (296,835)	\$ -
38	Property Revitalization Fund - 10				
	Revenue	\$ (14,898)	\$ -	\$ -	\$ -
	Expenditures	5,198	40,000	-	-
	Revenue over Expenditures	\$ (20,096)	\$ (40,000)	\$ -	\$ -
39	Court Building Fund - 14				
	Revenue	\$ 82,338	\$ 132,000	\$ 149,000	
	Expenditures	34,335	132,000	132,000	
	Revenue over Expenditures	\$ 48,003	\$ -	\$ 17,000	\$ -
40-41	Public Safety Fund - 17				
	Revenue	\$ 2,852,662	\$ 2,615,046	\$ 2,800,000	\$ -
	Expenditures	2,555,645	2,873,246	2,789,080	-
	Revenue over Expenditures	\$ 297,017	\$ (258,200)	\$ 10,920	\$ -
42-43	Property Maintenance Fund - 16				
	Revenue	\$ 388,084	\$ 390,800	\$ 390,000	\$ -
	Expenditures	355,565	377,266	388,000	-
	Revenue over Expenditures	\$ 32,519	\$ 13,534	\$ 2,000	\$ -
	Total Expenditures - All Funds	\$ 37,670,060	\$ 43,058,153	\$ 37,674,400	\$ -

Expenditure Forecast

Estimate of future expenditures and personnel.

01 - GENERAL FUND - REVENUES

		<u>Actual 2018</u>	<u>Budget 2019</u>	<u>Proposed 2020</u>	<u>Adopted 2020</u>
<u>TAXES</u>					
Cigarette	\$	115,060	\$ 117,550	\$ 108,000	
Gasoline		1,634,929	1,636,048	1,648,000	
Road & Bridge Taxes		500,380	567,079	542,000	
Sales Tax		8,073,327	8,227,719	7,925,000	
Utility Tax		<u>6,034,894</u>	<u>6,732,173</u>	<u>5,717,000</u>	
Total Taxes	\$	16,358,590	\$ 17,280,569	\$ 15,940,000	\$ -

<u>LICENSES</u>					
Business	\$	782,395	\$ 780,079	\$ 746,500	
Liquor & Other Licenses		<u>62,273</u>	<u>61,166</u>	<u>61,000</u>	
Total Licenses	\$	844,668	\$ 841,245	\$ 807,500	\$ -

<u>PERMITS</u>					
Building	\$	505,998	\$ 460,429	\$ 463,000	
Minimum Housing		417,828	374,982	430,000	
Signs & Other Permits		<u>49,524</u>	<u>51,611</u>	<u>46,000</u>	
Total Permits	\$	973,350	\$ 887,022	\$ 939,000	\$ -

<u>RECREATION - GOLF</u>					
Green Fees	\$	230,388	\$ 255,000	\$ 235,000	
Cart Fees		211,993	236,000	214,000	
Pro Shop Sales		48,120	57,000	50,000	
Concession Sales and Fees		133,341	148,000	138,000	
Other- Rental Carts & Clubs		<u>8,293</u>	<u>8,121</u>	<u>8,400</u>	
Total Golf	\$	632,135	\$ 704,121	\$ 645,400	\$ -

<u>RECREATION - OTHER</u>					
Rentals-Nature Lodge/Gym	\$	29,884	\$ 25,048	\$ 30,000	
Center Activity		260,860	256,656	277,000	
Outdoor Pool Receipts		91,702	90,936	96,700	
Rink		97,894	92,225	91,600	
Parks & Rec Fees		224,626	214,461	213,900	
Summer/Winter Camp Program		84,659	85,848	75,000	
Theater		134,198	127,453	135,000	
Concession Sales		<u>46,911</u>	<u>45,567</u>	<u>50,800</u>	
Total Other Recreation	\$	<u>970,734</u>	\$ <u>938,194</u>	\$ <u>970,000</u>	\$ -
Total Recreation	\$	1,602,869	\$ 1,642,315	\$ 1,615,400	\$ -

City of Florissant Operating Budget
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	<u>Actual</u> <u>2018</u>	<u>Budget</u> <u>2019</u>	<u>Proposed</u> <u>2020</u>	<u>Adopted</u> <u>2020</u>
<u>MISCELLANEOUS</u>				
Interest Income	\$ 75,910	\$ 51,002	\$ 70,000	
Municipal Court	1,091,812	1,197,763	1,193,700	
Other Miscellaneous	184,557	822,555	170,800	
Admin Cross Charge (2019 moved to contra payroll expense acct)	1,922,419	0	0	
Property Maintenance Fees	231,790	217,112	200,000	
Various Claim Settlements	635,374	0	0	
Cable TV	601,897	614,119	603,000	
Senior Citizen Trips/Luncheons	30,287	41,000	33,000	
Grants & Reimbursement	<u>366,398</u>	<u>645,396</u>	<u>983,212</u>	
Total Miscellaneous	\$ 5,140,444	\$ 3,588,947	\$ 3,253,712	\$ -
Total Revenue	\$ 24,919,921	\$ 24,240,098	\$ 22,555,612	\$ -
Less Total Expenditures			<u>(23,507,768)</u>	<u>0</u>
Equal Revenue Over/(Under) Expenditure			(952,156)	0
Plus Estimated Beg Fund Bal			<u>8,158,647</u>	
Equal Estimated Ending Fund Bal			\$ 7,206,491	0

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40 - ADMINISTRATIVE DEPARTMENT

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
4000-Salaries & Benefits	\$ 1,777,395	\$ 2,084,265	\$ 1,586,676	
4021-Uniforms	100	-	-	
4023-Postage & Printing	42,260	58,500	46,000	
4024-Telecom/Computer	-	33,370	49,200	
4031-Lease/ Rental Equip	38,328	44,000	44,000	
4032-Office Expense	42,419	20,000	18,000	
4042-Travel, Training & Certifications	9,862	14,500	22,250	
4043-Organizational Dues	24,122	25,215	40,300	
4050-Professional Services	327,053	319,796	393,368	
4052-Programs & Events	21,188	50,500	70,540	
4053-Advertising	4,958	9,000	6,500	
4055-Insurance & Bonds	846,559	598,987	658,686	
4058-Elected Official Expense	7,467	10,000	15,000	
Total	\$ 3,141,711	\$ 3,268,133	\$ 2,950,520	\$ -

PERSONNEL SERVICES

Full-time	\$ 1,187,014	\$ 964,628	\$ 1,130,000	
Part-time	93,403	34,023	-	
Overtime	1,751	7,000	7,000	
Total Personnel Services	\$ 1,282,168	\$ 1,005,651	\$ 1,137,000	\$ -

PERSONNEL SCHEDULE

<u>Office of the Mayor</u>		<u>Office of the City Clerk</u>	
Mayor	1.00	City Clerk/Legislative Assistant	1.00
Gov't Affairs/Sr Comm Mgr	1.00	Deputy City Clerk	1.00
Executive Assistant to the Mayor	1.00	Receptionist	1.00
Total	3.00	Mailroom/Printing Clerk	1.00
		Duplicating Operator (shared w/Fin)	0.50
		Total	4.50
<u>Finance Department</u>		<u>Economic Development Department</u>	
Director of Finance	1.00	Economic Dev. Coordinator	1.00
Assistant Director of Finance	1.00		
Accounting Clerk	5.00		
Acctg Specialist (shared with City Clerk)	0.50		
Total	7.50		
<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	18.00
		Full-time Equivalent (Part-time)	0.00
		Full-time Elected Official	1.00
Total Personnel	<u>19.00</u>		

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38 - LEGISLATIVE DEPARTMENT

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
3800-Salaries & Benefits	\$ 129,891	\$ 131,647	\$ 127,438	
3858-Elected Official Expense	<u>18,772</u>	<u>27,000</u>	<u>27,000</u>	
Total	\$ 148,663	\$ 158,647	\$ 154,438	\$ -

PERSONNEL SERVICES

Full-time	\$ -	\$ -	\$ -	
Part-time	105,612	105,612	105,612	
Overtime	<u>-</u>	<u>-</u>	<u>-</u>	
Total Personnel Services	\$ 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><u>9.00</u></u>		Elected Officials	9.00

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36 - INFORMATION TECHNOLOGY DEPARTMENT

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	<i>2020 Merged with Media</i>
3600-Salaries & Benefits	\$ 233,951	\$ 219,833	
3621-Uniforms	289	750	
3624-Telecom/ Computer	147,524	191,500	
3629-Building & Grounds	-	10,000	
3630-Equip & Vehicle Expense	-	-	
3632-Office Expense	13,652	25,500	
3633-Material & Supplies	-	-	
3642-Travel, Training & Certifications	540	4,600	
3650-Professional Services	<u>74,615</u>	<u>85,542</u>	
Total	\$ 470,571	\$ 537,725	

PERSONNEL SERVICES

Full-time	\$ 169,992	\$ 150,237	\$ 170,000
Part-time	-	-	-
Overtime	-	5,000	5,000
Contract Services	<u>-</u>	<u>-</u>	<u>-</u>
Total Personnel Services	\$ 169,992	\$ 155,237	\$ 175,000

PERSONNEL SCHEDULE

IT Director (split with Police Department)	0.40		
IT Manager	1.00		
IT System Support Technician	<u>1.00</u>		
	2.40		
		Full-time	2.40
Total Personnel	<u>2.40</u>	Full-time Equivalent (Part-time)	0.00

City of Florissant Operating Budget
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70 - MEDIA DEPARTMENT

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	<i>2020 Merged with IT</i>
7000-Salaries & Benefits	\$ 176,714	\$ 197,407	
7030-Equip & Vehicle Expenses	218	3,000	
7032-Office Expense	1,817	2,000	
7033-Material & Supplies	618	2,500	
7042-Travel, Training & Certifications	258	2,000	
7043-Organizational Dues	-	-	
7050-Professional Service	18,933	25,900	
Total	\$ 198,558	\$ 232,807	

PERSONNEL SERVICES

Full-time	\$ 96,890	\$ 98,000	\$ 90,000
Part-time	-	-	-
Overtime	3,653	4,000	4,000
Contract Services	30,104	43,935	30,000
Total Personnel Services	\$ 130,647	\$ 145,935	\$ 124,000

PERSONNEL SCHEDULE

Media Director (split with Police Dept & IT)	0.20		
Media/TV Station Manager	1.00		
Video Specialist	<u>1.00</u>		
Total	2.20		
Total Personnel	<u>2.20</u>	Full-time Equivalent (Part-time)	Full-time 2.20 0.00

City of Florissant Operating Budget
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36 - IT/MEDIA DEPARTMENT (FY20 Merged)

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
3600-Salaries & Benefits	\$ 410,665	\$ 417,240	\$ 405,454	
3621-Uniforms	289	750	1,500	
3624-Telecom/ Computer	147,524	191,500	169,000	
3629-Building & Grounds	-	10,000	-	
3630-Equip & Vehicle Expense	218	3,000	-	
3632-Office Expense	15,469	27,500	18,500	
3633-Material & Supplies	618	2,500	-	
3642-Travel, Training & Certifications	798	6,600	4,000	
3644-License, Permits & Inspections		-	2,000	
3650-Professional Services	<u>93,548</u>	<u>111,442</u>	<u>44,000</u>	
Total	\$ 669,129	\$ 770,532	\$ 644,454	\$ -

PERSONNEL SERVICES

Full-time	\$ 266,882	\$ 248,237	\$ 260,000	
Part-time	-	-	-	
Overtime	3,653	9,000	9,000	
Contract Services	<u>30,104</u>	<u>43,935</u>	<u>30,000</u>	
Total Personnel Services	\$ 300,639	\$ 301,172	\$ 299,000	\$ -

PERSONNEL SCHEDULE

IT Director (split with Police Department)	0.60	Media Manager	1.00
IT Manager	1.00	Video Specialist	<u>1.00</u>
IT System Support Technician	<u>1.00</u>		2.00
	2.60		
		Full-time	4.60
Total Personnel	<u><u>4.60</u></u>	Full-time Equivalent (Part-time)	0.00

City of Florissant Operating Budget
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49 - POLICE DEPARTMENT

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
4900-Salaries & Benefits	\$ 9,537,987	\$ 9,591,852	\$ 9,749,054	
Administrative Cross Charge recorded as Revenue prior to FY19	1,463,525	-	-	
4921-Uniforms	88,343	114,500	101,000	
4924-Telecom/Computer	315,050	393,700	340,500	
4926-Utilities	47,372	62,500	50,000	
4927-Gasoline	188,136	321,500	200,000	
4929-Buildings & Grounds	68,429	72,800	74,600	
4930-Equip & Vehicle Expense	27,928	66,283	47,900	
4931-Lease/ Rental Equip	21,456	23,500	30,800	
4932-Office Expense	32,912	49,000	46,000	
4933-Material & Supplies	25,811	38,310	67,500	
4942-Travel, Training & Certifications	84,989	97,700	87,600	
4943-Organizational Dues	-	6,000	6,000	
4950-Professional Service	-	7,500	7,500	
4952-Programs & Events	-	-	18,700	
4961-Capital Adds (will budget based on forfeitures)	<u>59,672</u>	<u>100,777</u>	<u>-</u>	
Total	\$ 11,961,610	\$ 10,945,922	\$ 10,827,154	\$ -

PERSONNEL SERVICES

Full-time	\$ 7,406,446	\$ 7,651,000	\$ 8,097,000	
Part-time	244,312	423,235	250,000	
Overtime	<u>387,417</u>	<u>335,000</u>	<u>336,000</u>	
Total Personnel Services	\$ 8,038,175	\$ 8,409,235	\$ 8,683,000	\$ -

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	0.40
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	25.03

Bureau of Field Operations

Captain	1.00
Lieutenant	5.00
Sergeant	6.00
Police Officer	64.00
Reserve Officer p/t	1.99
Clerk Typist	<u>1.00</u>
Total	78.99

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>124.02</u></u>	Full-time	118.40
		Full-time Equivalent (Part-time)	5.62

City of Florissant Operating Budget
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41 - MUNICIPAL COURT DEPARTMENT

	Actual	Budget	Proposed	Adopted
	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2020</u>
<u>Account</u>				
4100-Salaries & Benefits	\$ 470,427	\$ 552,929	\$ 557,337	
4124-Telecom/Computer	-	43,200	43,200	
4132-Office Expense	10,102	11,050	11,800	
4142-Travel, Trainging & Certifications	3,133	4,050	4,550	
4143-Organizational Dues	-	200	200	
4150-Professional Service	<u>31,109</u>	<u>7,400</u>	<u>7,400</u>	
Total	\$ 514,771	\$ 618,829	\$ 624,487	\$ -

PERSONNEL SERVICES

Full-time	\$ 250,248	\$ 300,000	\$ 305,000	
Part-time	92,954	87,079	94,000	
Overtime	-	-	-	
Contract Services	<u>-</u>	<u>20,000</u>	<u>18,128</u>	
Total Personnel Services	\$ 343,202	\$ 407,079	\$ 399,000	\$ -

PERSONNEL SCHEDULE

Municipal Court

Court Clerk	1.00
Assistant Court Clerk - Court	5.00
Assistant Court Clerk - Court P/T	0.00
Custodian	<u>1.00</u>
Total	7.00
Total Personnel	<u><u>8.00</u></u>

Elected Positions

Judge	1.00
<u>Appointed Positions - Contract Services</u>	
Provisional Judge	
Public Defender	
Full-time	7.00
Full-time Equivalent (Part-time)	0.00
Elected Officials	1.00

35 - PROSECUTING ATTORNEY DEPARTMENT

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
3500-Salaries & Benefits	\$ 248,314	\$ 276,551	\$ 241,685	
3524-Telecom/Computer	-	500	5,081	
3532-Office Expense	2,461	2,000	2,000	
3542-Travel/ Training/ Cert	1,783	3,500	3,900	
3543-Organizational Dues	-	-	-	
3550-Professional Services	-	5,000	15,144	
Total	\$ 252,558	\$ 287,551	\$ 267,810	\$ -

PERSONNEL SERVICES

Full-time	\$ 44,153	\$ 45,000	\$ 43,000	
Part-time	22,534	30,000	-	
Overtime	-	-	-	
Contract Services	160,663	177,133	180,300	
Total Personnel Services	\$ 227,350	\$ 252,133	\$ 223,300	\$ -

PERSONNEL SCHEDULE

<u>Municipal Court</u>		Appointed Positions - Contract Services	
Prosecuting Attorney Clerk	<u>1.00</u>	Prosecuting Attorney	
Total	1.00	Assistant Prosecuting Attorney	
Total Personnel	<u>1.00</u>	Full-time	1.00
		Full-time Equivalent (Part-time)	1.00

City of Florissant Operating Budget
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37 - HOUSING RESOURCE CENTER DEPARTMENT

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
3700-Salaries & Benefits	\$ 71,520	\$ 48,278	\$ 50,344	
3721-Uniforms	450	450	450	
3732-Office Expense	-	1,000	1,000	
3742-Travel, Training & Certifications	<u>-</u>	<u>1,000</u>	<u>1,000</u>	
Total	\$ 71,970	\$ 50,728	\$ 52,794	\$ -

PERSONNEL SERVICES

Full-time	\$ 40,755	\$ 35,000	\$ 35,000	
Part-time	20,837	-	-	
Overtime	<u>-</u>	<u>-</u>	<u>-</u>	
Total Personnel Services	\$ 61,592	\$ 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		
	<u>2.00</u>		
Total Personnel		Full-time	2.00
		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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39 - SENIOR SERVICES DEPARTMENT

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
3900-Salaries & Benefits	\$ 130,558	\$ 141,000	\$ 147,194	
3921-Uniforms	101	100	400	
3926-Utilities	4,176	6,600	6,600	
3929-Bldg. & Grounds	2,898	10,200	9,800	
3932-Office Expense	856	1,600	2,000	
3942-Travel, Training & Certifications	180	1,000	1,000	
3950-Professional Services	14,459	-	-	
3952-Programs & Events	17,637	44,180	44,935	
3953-Publicity	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	
Total	\$ 172,365	\$ 206,180	\$ 213,429	\$ -

PERSONNEL SERVICES

Full-time	\$ 79,678	\$ 82,000	\$ 83,000	
Part-time	11,492	17,000	24,000	
Overtime	<u>-</u>	<u>-</u>	<u>-</u>	
Total Personnel Services	\$ 91,170	\$ 99,000	\$ 107,000	\$ -

PERSONNEL SCHEDULE

Senior Citizen Coordinator	1.00	<u>Dining Center</u>	
Clerk Typist	<u>1.00</u>	Support Staff p/t	1.13
Total Full-time	2.00	Custodian p/t	<u>0.00</u>
		Total Part-time	1.13
		Full-time	2.00
Total Personnel	<u><u>3.13</u></u>	Full-time Equivalent (Part-time)	1.13

42 - HEALTH DEPARTMENT

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	<i>2020 Merged with Public Works</i>
4200-Salaries & Benefits	\$ 659,886	\$ 690,500	
4221-Uniforms	1,492	3,900	
4224-Telecom/Computer	-	-	
4226-Utilities	9,931	12,000	
4227-Gasoline	37,431	55,000	
4229-Bldg. & Grounds	16,884	22,000	
4230-Equip & Vehicle Expense	-	10,000	
4232-Office Expense	3,803	8,000	
4233-Material & Supplies	16,619	40,000	
4242-Travel/ Training/ Cert	905	2,500	
4243-Organizational Dues	-	-	
4250-Professional Service	<u>9,899</u>	<u>40,000</u>	
Total	\$ 756,850	\$ 883,900	

PERSONNEL SERVICES

Full-time	\$ 343,270	\$ 333,000	\$ 411,000
Part-time	134,163	107,000	50,000
Part-time-Seasonal	-	24,000	31,000
Overtime	<u>12,268</u>	<u>25,000</u>	<u>20,000</u>
Total Personnel Services	\$ 489,701	\$ 489,000	\$ 512,000

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	1.85
Class "B" Person	1.00	Senior Citizen Bus Drivers p/t	<u>0.00</u>
Class "C" Person	4.00	Total	3.85
Clerk Typist	2.00		
Kennelman p/t	0.00		
Summer Laborers p/t	<u>1.85</u>		
Total	10.85		
		Full-time	11.00
Total Personnel	<u><u>14.70</u></u>	Full-time Equivalent (Part-time)	3.70

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48 - PUBLIC WORKS DEPARTMENT

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	<i>2020 Merged with Health</i>
4800-Salaries & Benefits	\$ 2,914,800	\$ 2,862,606	
Administrative Cross Charge recorded as Revenue prior to FY19	445,256	-	
4821-Uniforms	8,002	9,900	
4824-Telecom/ Computer	-	30,000	
4826-Utilities	85,678	110,000	
4827-Gasoline	40,711	77,000	
4829-Bldg. & Grounds	-	-	
4830-Equip & Vehicle Expense	-	-	
4832-Office Expense	14,955	24,000	
4833-Material & Supplies	50,517	115,000	
4342-Travel, Training & Certifications	12,407	33,440	
4343-Organizational Dues	-	4,055	
4850-Professional Service	<u>212,771</u>	<u>226,189</u>	
Total	\$ 3,785,097	\$ 3,492,190	

PERSONNEL SERVICES

Full-time	\$ 2,278,647	\$ 2,224,090	\$ 2,253,000
Part-time	95,745	99,000	171,000
Part-time-Seasonal	-	-	7,300
Overtime	<u>45,220</u>	<u>90,000</u>	<u>90,000</u>
Total Personnel Services	\$ 2,419,612	\$ 2,413,090	\$ 2,521,300

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
Street Sweeper	1.00
Class "C" Person	5.00
Equipment Maintenance Supv.	1.00
Equipment Maint. Mechanic	2.00
Summer Laborers p/t Seasonal	<u>1.23</u>
Total	17.23

Engineering Division

City Engineer	1.00
Custodian	2.00
Chief Engineer	1.00
Building Maintenance	2.00
Custodian p/t	<u>1.45</u>
Total	7.45

Building Division

Building Commissioner	1.00
Plan Reviewer	1.00
Combination Comm. Inspector	1.00
Multi-Building Inspector	5.00
Inspector/Code Enforcement	1.00
Prop. Maint & Housing Inspector	2.00
GIS/Permit Inspection Clerk	1.00
Lead Permit/Inspection Clerk	1.00
Permit/Inspection Clerk	7.00
Code Enforcement p/t	1.45
Permit/Inspection Clerk p/t	0.73
Building/Housing Inspector p/t	<u>0.73</u>
Total	22.90

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

Total Personnel	<u><u>53.58</u></u>
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Full-time	48.00
Full-time Equivalent (Part-time)	5.58

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

48 - PUBLIC WORKS DEPARTMENT - (FY 20 Merged with Health Dept)

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
4800-Salaries & Benefits	\$ 3,574,686	\$ 3,553,106	\$ 3,610,167	
Administrative Cross Charge recorded as Revenue prior to FY19	445,256	-	-	
4821-Uniforms	9,494	13,800	13,800	
4824-Telecom/ Computer	-	30,000	43,000	
4826-Utilities	95,609	122,000	121,000	
4827-Gasoline	78,142	132,000	90,000	
4829-Bldg. & Grounds	16,884	22,000	-	
4830-Equip & Vehicle Expense	-	10,000	-	
4832-Office Expense	18,758	32,000	25,000	
4833-Material & Supplies	67,136	155,000	-	
4342-Travel, Training & Certifications	13,312	35,940	35,940	
4343-Organizational Dues	-	4,055	4,800	
4850-Professional Service	<u>222,670</u>	<u>266,189</u>	<u>45,000</u>	
Total	\$ 4,541,947	\$ 4,376,090	\$ 3,988,707	\$ -

PERSONNEL SERVICES

Full-time	\$ 2,621,917	\$ 2,557,090	\$ 2,733,000	
Part-time	229,908	206,000	179,000	
Part-time-Seasonal	-	24,000	60,000	
Overtime	<u>57,488</u>	<u>115,000</u>	<u>110,000</u>	
Total Personnel Services	\$ 2,909,313	\$ 2,902,090	\$ 3,082,000	\$ -

48 - PUBLIC WORKS DEPARTMENT (Cont.) - (FY 20 Merged with Health Dept)

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
Street Sweeper	1.00
Class "C" Person	5.00
Equipment Maintenance Supv.	1.00
Equipment Maint. Mechanic	2.00
Laborer p/t	0.00
Summer Laborers p/t	<u>1.23</u>
Total	17.23

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	1.45
Chief Engineer	1.00
Building Maintenance	<u>2.00</u>
Total	7.45

Building Division

Building Commissioner	1.00
Plan Reviewer	1.00
Combination Comm. Inspector	1.00
Multi-Building Inspector	5.00
Inspector/Code Enforcement	1.00
Prop. Maint & Housing Inspector	2.00
GIS/Permit Inspection Clerk	1.00
Lead Permit/Inspection Clerk	1.00
Permit/Inspection Clerk	7.00
Code Enforcement p/t	1.45
Permit/Inspection Clerk p/t	0.73
Building/Housing Inspector p/t	<u>0.73</u>
Total	22.90

Health Department

Class "A" Foreman	1.00
Class "A" Person	1.00
Class "B" Person	1.00
Class "C" Person	4.00
Clerk Typist	2.00
Kennelman p/t	0.00
Summer Laborers p/t	<u>1.85</u>
Total	10.85

Transportation

FLERT Bus Driver	2.00
FLERT Bus Drivers p/t	1.85
Senior Citizen Bus Drivers p/t	<u>0.00</u>
Total	3.85

Total Personnel	<u><u>68.28</u></u>
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Full-time	59.00
Full-time Equivalent (Part-time)	9.28

City of Florissant Operating Budget
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43 - RECREATION DEPARTMENT-THEATRE

<u>Account</u>	<u>Actual</u> <u>2018</u>	<u>Budget</u> <u>2019</u>	<u>Proposed</u> <u>2020</u>	<u>Adopted</u> <u>2020</u>
4300-Salaries & Benefits	\$ 201,164	\$ 227,292	\$ 226,928	
4321-Uniforms	228	250	250	
4324-Telecom/Computer	-	-	6,250	
4329-Bldg. & Grounds	6,081	7,700	10,600	
4332-Office Expense	14,083	14,140	10,200	
4342-Travel, Training & Certifications	3,525	3,400	1,200	
4343-Organizational Dues	-	650	650	
4350-Professional Services	5,068	6,000	6,000	
4352-Programs & Events	161,525	181,079	187,700	
4353-Advertising	<u>10,035</u>	<u>12,850</u>	<u>14,000</u>	
Total	\$ 401,709	\$ 453,361	\$ 463,778	\$ -

PERSONNEL SERVICES

Full-time	\$ 137,625	\$ 140,000	\$ 147,000	
Part-time	8,848	15,000	15,000	
Overtime	<u>13</u>	<u>-</u>	<u>-</u>	
Total Personnel Services	\$ 146,486	\$ 155,000	\$ 162,000	\$ -

PERSONNEL SCHEDULE

Theater Manager	1.00			
Assistant Theater Manager	1.00			
Administrative Assistant*	<u>1.00</u>			
Total	3.00			
Total Personnel	<u>3.00</u>		Full-time	3.00
			Full-time Equivalent (Part-time)	0.00

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

44 - RECREATION DEPARTMENT - CIVIC AND COMMUNITY CENTERS

	Actual	Budget	Proposed	Adopted
<u>Account</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2020</u>
4400-Salaries & Benefits	\$ 1,443,925	\$ 1,538,189	\$ 1,589,138	
4426-Utilities	<u>294,442</u>	<u>325,500</u>	<u>300,000</u>	
Total	\$ 1,738,367	\$ 1,863,689	\$ 1,889,138	\$ -

PERSONNEL SERVICES

Full-time	\$ 468,577	\$ 495,000	\$ 496,000	
Part-time	607,331	663,226	463,000	
Part-time Seasonal	-		206,000	
Overtime	4,650	6,000	6,000	
Contract Services	<u>96,509</u>	<u>86,500</u>	<u>111,500</u>	
Total Personnel Services	\$ 1,177,067	\$ 1,250,726	\$ 1,282,500	\$ -

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	<u>4.13</u>
		Total	29.64
		Full-time	12.00
Total Personnel	<u><u>41.64</u></u>	Full-time Equivalent (Part-time)	29.64

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

45 - RECREATION DEPARTMENT - SUMMER CAMP

	Actual	Budget	Proposed	Adopted
<u>Account</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2020</u>
4500-Salaries & Benefits	\$ 100,050	\$ 135,582	\$ 190,004	
Total	\$ 100,050	\$ 135,582	\$ 190,004	\$ -

PERSONNEL SERVICES

Full-time	\$ -	\$ -	\$ -	
Part-time	92,940	-	-	
Part-time-Seasonal	-	125,947	167,500	
Overtime	-	-	-	
Total Personnel Services	\$ 92,940	\$ 125,947	\$ 167,500	\$ -

PERSONNEL SCHEDULE

Directors p/t	0.47			
Assistant Directors p/t	0.87			
Playground Recreation Leaders p/t	<u>6.45</u>			
Total	7.79			
Total Personnel	<u><u>7.79</u></u>			
		Full-time	\$ -	
		Full-time Equivalent (Part-time)		7.79

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

46 - RECREATION DEPARTMENT - BANGERT POOL

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
4600-Salaries & Benefits	\$ 155,414	\$ 199,278	\$ 266,189	
4626-Utilities	<u>36,515</u>	<u>50,000</u>	<u>50,000</u>	
Total	\$ 191,929	\$ 249,278	\$ 316,189	\$ -

PERSONNEL SERVICES

Part-time-Seasonal	\$ 144,995	\$ 175,827	\$ 232,000	
Contract Services	<u>-</u>	<u>10,000</u>	<u>10,000</u>	
Total Personnel Services	\$ 144,995	\$ 185,827	\$ 242,000	\$ -

PERSONNEL SCHEDULE

Pool Manager p/t	1.02			
Head Guard p/t	0.43			
Lifeguards p/t	6.75			
Cashiers p/t	<u>2.16</u>			
Total	10.36			
			Full-time	0.00
Total Personnel	<u>10.36</u>	Full-time Equivalent (Part-time)		10.36

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

47 - RECREATION DEPARTMENT - PARKS (FY20 Moved to Park Improvement Fund)

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	<i>2020 Moved to Park Imprvmt</i>
4700-Salaries & Benefits	\$ 397,892	\$ 354,485	
4726-Utilities	74,061	119,000	
4750-Professional Services	<u>43,918</u>	<u>48,000</u>	
Total	\$ 515,871	\$ 521,485	

PERSONNEL SERVICES

Full-time	\$ 242,153	\$ 185,000
Part-time	50,942	55,000
Contract Services	19,040	22,000
Overtime	<u>-</u>	<u>-</u>
Total Personnel Services	\$ 312,135	\$ 262,000

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
Total Personnel	<u><u>5.42</u></u>	Full-time	3.00
		Full-time Equivalent (Part-time)	2.42

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

06 - RECREATION DEPARTMENT - GOLF COURSE

<u>Account</u>	Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
0600-Salaries & Benefits	\$ 415,118	\$ 466,500	\$ 511,395	
0621-Uniforms	969	1,000	1,700	
0623-Postage & Printing	-	1,700	1,700	
0624-Telecom/Computer	-	3,200	-	
0626-Utilities	61,780	61,800	50,000	
0627-Gasoline	12,947	18,000	13,000	
0628-Merchandise	71,379	111,000	80,000	
0629-Bldg. & Grounds	102,076	111,300	111,000	
0630-Equip & Vehicle Repairs	33,213	47,000	40,000	
0631-Lease/ Rental Equip	80,855	88,700	90,000	
0632-Office Expense	1,662	4,000	4,000	
0642-Travel/ Training/ Cert	3,043	2,200	200	
0643-Organizational Dues	-	1,650	1,700	
0644-License,Permits & Inspections	-	1,900	1,870	
0650-Professional Services	13,025	10,100	10,100	
0653-Advertising	<u>8,001</u>	<u>8,000</u>	<u>8,200</u>	
Total	\$ 804,068	\$ 938,050	\$ 924,865	\$ -

PERSONNEL SERVICES

Full-time	\$ 168,394	\$ 173,500	\$ 178,000	
Part-time	154,938	188,000	58,000	
Part-time-Seasonal	-	-	165,000	
Overtime	<u>-</u>	<u>-</u>	<u>-</u>	
Total Personnel Services	\$ 323,332	\$ 361,500	\$ 401,000	\$ -

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 Laborer	1.00
Pro Shop Staff p/t	1.93	Laborer p/t	0.73
Cart Attendants p/t	1.95	Groundskeeper I p/t	<u>3.00</u>
Food & Beverage Staff p/t	<u>1.92</u>	Total	5.73
Total	7.79		
		Full-time	4.00
Total Personnel	<u><u>13.52</u></u>	Full-time Equivalent (Part-time)	9.52

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

03 - CAPITAL IMPROVEMENT FUND

	Actual	Budget	Proposed	Adopted
	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2020</u>
<u>REVENUE</u>				
Capital Improvement Sales Tax	\$ 3,537,691	\$ 3,638,700	\$ 3,497,000	
Interest	43	4,000	-	
Miscellaneous Revenue	65,270	-	-	
Grants & Reimbursements	<u>312,896</u>	<u>377,465</u>	<u>-</u>	
Total Budgeted Revenue	\$ 3,915,900	\$ 4,020,165	\$ 3,497,000	\$ -
Less Total Budgeted Expenditure			<u>(3,617,600)</u>	\$ -
Equal Revenue Over/(Under) Expenditure			(120,600)	\$ -
Plus Estimated Beginning Fund Balance			<u>1,417,110</u>	\$ -
Equal Estimated Ending Fund Balance			\$ 1,296,510	\$ -

EXPENDITURES

0320-Debt Payment	\$ 390,986	\$ 399,000	\$ 515,000	
0314-Salary & Benefit Admin Cross Charge CIF	-	-	105,000	
0324-Telecom/Computer	-	-	180,500	
0329-Buildings & Grounds	77,939	70,000	187,500	
0330-Equip & Vehicle Expense	150,435	190,000	211,000	
0333-Material & Supplies	56,693	110,000	122,000	
0334-Street Markings	12,391	22,500	22,500	
0350-Professional Service	603,569	709,260	170,800	
0351-Street Lighting	410,982	515,000	515,000	
0352-Street Contracts	1,123,920	950,000	900,000	
0353-Bridge Repair & Maint.	32,323	55,000	50,000	
0354-Sidewalk Repairs	94,024	216,743	110,000	
0361-Capital Additions	<u>411,991</u>	<u>1,085,534</u>	<u>528,300</u>	
Total	\$ 3,365,253	\$ 4,323,037	\$ 3,617,600	\$ -

**City of Florissant
Capital Improvement Fund
2020 Budget (Amended 10/30/19)**

Acct #	Description	Budget 2019	Proposed Budget 2020	Adopted Budget 2020
REVENUES				
4-03100	CAPITAL IMPROVEMENT SALES TAX	\$ 3,590,700	\$ 3,450,000	
4-03110	CAPITAL IMPROVEMENT SALES TAX-T1	48,000	47,000	
4-03200	INTEREST	4,000	-	
4-03210	CAPITAL IMP. T1-INTEREST	-	-	
4-03300	MISCELLANEOUS REVENUE	-	-	
4-03310	INSURANCE PROCEEDS	-	-	
4-03510	GRANT REV - ST FERD/67-DESIGN	32,000	-	
4-03511	GRANT REV - ROBINWOOD	178,804	-	
4-03512	GRANT REV - ST. ANTHONY BRIDGE	141,661	-	
4-03513	GRANT REV - N. LAFAYETTE - ENG	-	-	
4-03530	GRANT REV - PARKS	25,000	-	
	TOTAL REVENUE	\$ 4,020,165	\$ 3,497,000	
EXPENSES				
5-03-20000	DEBT PAYMENT PRIOR 2019	\$ -	\$ 4,000	
5-03-20010	DEBT PAYMENT - 2011 COP	44,000	43,000	
5-03-20020	DEBT PAYMENT - 2016 SOB	355,000	356,000	
5-03-20030	DEBT PAYMENT - 2019 EQ LEASE/PURCHASE	-	112,000	
	TOTAL DEBT SERVICE	\$ 399,000	\$ 515,000	
5-03-14050	SALARY & BENEFIT CROSS CHARGE-CAP IMPRVMT		105,000	
5-03-24070	SOFTWARE PURCH & MAINT	-	30,500	
5-03-24030	INTERNET & FIBER CONNECTIVITY		150,000	
5-03-29000	BLDG & GROUNDS MAINT & SUPPLIES - OTHER	70,000	45,500	
5-03-29010	BLDG & GROUNDS MAINT & SUPPLIES - CITY HALL	-	30,000	
5-03-29020	BLDG & GROUNDS MAINT & SUPPLIES - GOVT BLDG		5,000	
5-03-29020	SECURITY MAINT & EQUIP	-	60,000	
5-03-29030	BLDG & GROUNDS MAINT & SUPPLIES - CITY GARAGE	-	25,000	
5-03-29040	BLDG & GROUNDS MAINT & SUPPLIES - HEALTH BLDG	-	22,000	
5-03-30000	EQUIPMENT REPAIRS & MAINTENANCE	10,000	93,000	
5-03-30010	VEHICLE REPAIRS & MAINTENANCE	180,000	110,000	
5-03-30020	SMALL TOOLS-PURCH/ REPAIR & MAINT	-	8,000	
5-03-33000	MATERIALS & SUPPLIES	110,000	122,000	
5-03-34000	STREET MARKINGS	22,500	22,500	
5-03-50010	PROF SERV - OTHER	656,560	117,700	
5-03-50020	PROF SERV - BANK FEES	600	600	
5-03-50031	PROF SERV - ACCTG/AUDIT	2,100	2,500	
5-03-50045	PROF SERV - COMPUTER SERVICES	-	40,000	
5-03-50050	PROF SERV - ENGINEERING	50,000	10,000	
5-03-51000	STREET LIGHTING	515,000	515,000	
5-03-52000	STREET CONTRACTS	950,000	900,000	
5-03-53010	BRIDGE REPAIR & MAINT	55,000	50,000	
5-03-54020	SIDEWALK REPAIRS	216,743	110,000	
	TOTAL SERVICES	\$ 2,838,503	\$ 2,574,300	

**City of Florissant
Capital Improvement Fund
2020 Budget (Amended 10/30/19)**

Acct #	Description	Budget 2019	Proposed Budget 2020	Adopted Budget 2020
	TOTAL CAPITAL ADDITIONS	\$ 1,085,534	\$ 528,300	
5-03-61360	CAPITAL ADDITIONS-INFO TECH/ MEDIA Sub-Total	134,700	70,000	
	Vehicle—IT Dept. \$25,000		-	
	Servers, Computers, Network Equipment, Misc Appliances, Software		60,000	
	Cameras, & Video equip, new software, services - Media		10,000	
5-03-61390	CAPITAL ADDITIONS-SENIOR CITIZEN Sub-Total	63,500	-	
5-03-61400	CAPITAL ADDITIONS-ADMIN Sub-Total	14,000	-	
5-03-61440	CAPITAL ADDITIONS-CIVIC CENTER jje Sub-Total	-	55,000	
	Sign for JJE & Theatre \$55,000			
5-03-61420	CAPITAL ADDITIONS-HEALTH Sub-Total	61,000	-	
5-03-61470	CAPITAL ADDITIONS-PARKS Sub-Total	50,000	-	
5-03-61480	CAPITAL ADDITIONS-PUBLIC WORKS / HEALTH Sub-Total	484,475	181,300	
	Street sweeper \$240,000 (Street Improvement Fund)		-	
	Ventrac Mowers		60,000	
	Trailer		10,000	
	3/4 Ton Truck		26,000	
	Small Tools		2,000	
	2 each 32" Stand on Mower		12,800	
	Health - 1 each Zero Turn 48" Mower, John Deere or equal		8,000	
	1 Each 3/4 ton Pickups \$25,000		25,000	
	1-24 Passenger Senior Citizen Van \$100,000		-	
	Equipment lift for mower maintenance		7,500	
	Vehicle for Director 30,000		30,000	
5-03-61490	CAPITAL ADDITIONS-POLICE Sub-Total	197,859	222,000	
	Upgrade Existing locker room		100,000	
	(4) New Vehicles @\$30,500 each		122,000	
5-03-61700	CAPITAL ADDITIONS-MEDIA Sub-Total	80,000	-	
	TOTAL EXPENSES	\$ 4,323,037	\$ 3,617,600	
	NET OVER/UNDER	\$ (302,872)	\$ (120,600)	

09 - PARK IMPROVEMENT FUND

	Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
<u>REVENUE</u>				
Park Improvement Sales Tax	\$ 3,507,969	\$ 3,534,000	\$ 3,450,000	
Interest	\$ 3,325	\$ 2,000	\$ 4,000	
Miscellaneous Revenue	\$ 1,450	\$ -	\$ -	
Grant Revenue	<u>\$ 518,629</u>	<u>\$ 964,248</u>	<u>\$ 531,400</u>	
Total Budgeted Revenue	\$ 4,031,373	\$ 4,500,248	\$ 3,985,400	
		Less Total Budgeted Expenditure	(4,644,117)	\$ -
		Equal Revenue Over/(Under) Expenditure	(658,717)	\$ -
		Plus Estimated Beginning Fund Balance	<u>1,167,727</u>	
		Equal Estimated Ending Fund Balance	\$ 509,010	\$ -

EXPENDITURES

0900-Salaries & Benefits	\$ 1,449,986	\$ 1,475,645	\$ 1,827,622	
0920-Debt Payment	874,906	876,000	974,000	
0921-Uniforms	12,915	17,000	18,150	
0924-Telecom/Computer	-	13,240	7,000	
0926-Utilities	-	-	95,000	
0927-Gasoline	50,872	66,500	60,500	
0928-Merchandise-Concessions	29,444	36,600	36,600	
0929-Buildings & Grounds	169,334	300,451	225,125	
0930-Equip & Vehicle Expense	43,562	50,636	40,000	
0931-Equip Rental/Lease	-	5,750	6,320	
0932-Office Expense	21,867	31,300	29,400	
0933-Material & Supplies	108,742	171,961	167,200	
0942-Travel, Training and Certification	10,738	17,560	13,100	
0943-Organizational Dues	-	2,800	1,000	
0944-License, Permits & Inspections	119	11,900	11,300	
0950-Professional Services	208,418	29,355	20,000	
0952-Program & Events	35,620	80,600	77,700	
0954-Publicity	7,598	16,300	28,500	
0961-Capital Additions	<u>830,009</u>	<u>2,083,904</u>	<u>1,005,600</u>	
Total	\$ 3,854,130	\$ 5,287,502	\$ 4,644,117	\$ -

PERSONNEL SERVICES

Full-time	\$ 896,106	\$ 842,861	\$ 1,030,000	
Part-time	91,930	40,000	95,000	
Part-time Seasonal	-	85,000	97,000	
Overtime	25,682	45,000	35,000	
Contract Services	-	<u>4,200</u>	<u>72,000</u>	
Total Personnel Services	\$ 1,013,718	\$ 1,017,061	\$ 1,329,000	\$ -

PERSONNEL SCHEDULE

<u>Park Maintenance - full-time</u>		<u>Part-time & Seasonal Staff</u>	
Parks Director	1.00	Park Maint. p/t	1.45
Administrative Assistant	1.00	Park Maint. - Summer Laborers p/t	4.10
Senior Ranger	1.00		Total 5.55
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	<u>5.00</u>		
Total	20.00		
		Full-time	20.00
Total Personnel	<u>25.55</u>	Full-time Equivalent (Part-time)	5.55

City of Florissant
Park Improvement Fund
2020 Budget (Amended 10/30/19)

Acct #	Description	Budget 2019	Proposed Budget 2020	Adopted Budget 2020
REVENUES				
4-09100	PARK IMPROVEMENT SALES T	\$ 3,314,000	\$ 3,200,000	
4-09110	PARK IMP. SALES TAX-T1	220,000	250,000	
4-09200	INTEREST	2,000	4,000	
4-09210	INTEREST-PIF SALES TAX-T	-		
4-09300	MISCELLANEOUS REVENUE			
4-09310	INSURANCE PROCEEDS			
4-09500	GRANTS & REIMBURSEMENTS			
4-09510	GRANT REV - STLCO SPLASH	526,000	525,000	
4-09520	GRANT REV - STLCO PARK P	6,400	6,400	
4-09530	GRANT REV - PARKS	25,000	-	
4-09540	GRANT REV - MANION PARK PHASE II	406,848	-	
	TOTAL REVENUE	\$ 4,500,248	\$ 3,985,400	
EXPENSES				
5-09-10010	FULL-TIME	\$ 842,861	\$ 1,030,000	
5-09-10020	OVERTIME	45,000	35,000	
5-09-10030	PART-TIME	35,000	95,000	
5-09-10040	PART-TIME SEASONAL	90,000	97,000	
5-09-13010	F.I.C.A.	77,484	96,161	
5-09-13019	DB PENSION	42,120	43,379	
5-09-13020	DC PENSION	112,880	92,408	
5-09-13021	FORFEITED DC PENSION CON	-	-	
5-09-13030	MEDICAL INS.	146,700	171,150	
5-09-13040	DENTAL INS.	7,000	10,000	
5-09-13050	LIFE INS.	5,000	7,500	
5-09-13070	LONG TERM DIS.	3,000	5,000	
5-09-13100	RESIDENCY INCENTIVE PROG	14,400	13,200	
5-09-13120	WORKER'S COMPENSATION IN	50,000	59,824	
5-09-16000	CONTRACT SERVICES	2,000	72,000	
	TOTAL SALARIES & BENEFITS	1,473,445	1,827,622	
5-09-20000	DEBT PAYMENT - Add'l expenses		5,000	
5-09-20010	DEBT PAYMENT - COP	537,000	543,000	
5-09-20020	DEBT PAYMENT - 2016 SOB	339,000	341,000	
5-09-20030	DEBT PAYMENT - EQUIP LEASE PURCH SERIES 2019	-	85,000	
	TOTAL DEBT SERVICE	876,000	974,000	
5-09-21440	UNIFORMS - JJE	3,850	4,600	
5-09-21441	UNIFORMS - JFK	750	1,000	
5-09-21450	UNIFORMS-SUMMER CAMP	1,150	1,100	
5-09-21460	UNIFORMS - BANGERT	2,910	2,800	
5-09-21470	UNIFORMS - PARKS	8,700	8,650	
5-09-24020	CABLE TV SERV & EQUIP	1,540	-	
5-09-24070	SOFTWARE PURCHASE & MAINT	7,700	5,000	
5-09-24470	RADIO/WALKIE REPAIR & MA	4,000	2,000	
5-09-26000	UTILITIES		95,000	
5-09-27440	GASOLINE-CENTERS	5,500	5,500	

City of Florissant
Park Improvement Fund
2020 Budget (Amended 10/30/19)

Acct #	Description	Budget 2019	Proposed Budget 2020	Adopted Budget 2020
5-09-27470	GASOLINE-PARKS	61,000	55,000	
5-09-28400	MERCHANDISE-CONCESSIONS-Skate	500	500	
5-09-28440	MERCHANDISE-CONCESSIONS-Ctrs	20,100	18,100	
5-09-28460	MERCHANDISE-CONCESSIONS-Bangert	16,000	18,000	
5-09-29020	BLDG & GROUNDS- NATURE L	4,000	4,000	
5-09-29030	BLDG & GROUNDS MAINT-TRE	154,500	109,500	
5-09-29440	BLDG & GROUNDS -JJE	64,026	44,850	
5-09-29441	BLDG & GROUNDS -JFK	22,000	17,350	
5-09-29442	BLDG & GROUNDS - JJE POOL	9,000	9,500	
5-09-29460	BLDG & GROUNDS-BANGERT	17,025	13,025	
5-09-29470	BLDG & GROUNDS - PARKS	16,900	16,900	
5-09-29472	PARK PAVEMENT REPAIRS	-	10,000	
5-09-30010	VEHICLE REPAIRS	15,000	-	
5-09-30440	EQUIPMENT REPAIRS & MAIN - JJE	2,000	2,000	
5-09-30470	EQUIPMENT REPAIRS & MAIN - PARKS	28,636	38,000	
5-09-31440	EQUIPMENT RENTAL	-		
5-09-31460	EQUIPMENT RENTAL/LEASE-BANGERT	1,220	1,020	
5-09-31470	EQUIPMENT RENTAL/LEASE-PARKS	5,730	5,300	
5-09-32440	OFFICE EXPENSE - JJE	11,500	11,600	
5-09-32441	OFFICE EXPENSE - JFK	2,300	5,300	
5-09-32470	OFFICE EXPENSE - PARKS	17,500	12,500	
5-09-33440	MATERIAL & SUPPLIES - JJE	10,000	11,300	
5-09-33441	MATERIAL & SUPPLIES - JFK	10,000	17,100	
5-09-33442	MATERIAL & SUPPLIES - JJE POOL	13,100	8,000	
5-09-33443	MATERIAL & SUPPLIES -ICE RINK	10,000	7,000	
5-09-33460	MATERIALS & SUPPLIES-BANGERT POOL	22,861	20,300	
5-09-33470	MATERIALS & SUPPLIES-PARKS	114,000	103,500	
5-09-42440	TVL,TRAINING,CERTS-JJE (CENTERS)	5,700	2,200	
5-09-42450	TVL,TRAINING,CERTS-SUMMER CAMP	5,960	5,000	
5-09-42470	TVL,TRAINING,CERTS-PARKS	5,900	5,900	
5-09-43470	ORGANIZATIONAL DUES	2,800	1,000	
5-09-44440	LIC,PRMT,INSP-JJE	7,700	7,150	
5-09-44441	LIC,PRMT,INSP - JFK	800	-	
5-09-44460	LIC,PRMT,INSP - BANGERT	3,400	4,150	
5-09-50010	PROF SERV - OTHER	8,305	7,500	
5-09-50020	PROF SERV-BANK FEE	10,000	10,000	
5-09-50031	PROF SERV - ACCTG/AUDIT	2,050	2,500	
5-09-50440	PROF SERV-JJE	1,000		
5-09-50470	PROF SERV-PARKS	9,000	-	
5-09-52070	JULY 4TH EVENTS	30,000	30,000	
5-09-52440	PROG & EVENT EXP - JJE	34,000	33,500	
5-09-52441	PROGRAM & EVENT EXP - JFK	3,000	3,000	
5-09-52450	PROG & EVENT EXP - SUMMER CAMP	10,140	9,000	
5-09-52470	PROGRAM & EVENT EXP. - PARKS	3,100	2,200	
5-09-53010	PUBLICITY	26,300	28,500	
TOTAL SERVICE		854,153	836,895	
TOTAL PROGRAM SERVICES		3,203,598	3,638,517	

City of Florissant
Park Improvement Fund
2020 Budget (Amended 10/30/19)

Acct #	Description		Budget 2019	Proposed Budget 2020	Adopted Budget 2020
CAPTITAL ADDITIONS (PARK IMPROVEMENT FUND):					
5-09-61060	CAPITAL ADDITIONS-GOLF COURSE	Sub-Total	-	32,200	
	John Deere 2500E Cuty Hybrid			32,200	
	John Deere Pro Gator			28,000	
5-09-61430	CAPITAL ADDITIONS-THEATRE	Sub-Total	7,000	5,000	
	Replace Stage Floor w/Marley Dance Floor			5,000	
5-09-61440	CAPITAL ADDITIONS-JJE	Sub-Total	169,092	59,000	
	Youth Lounge Furniture & Video Games			5,000	
	Sign for JJE & Theatre \$55,0000 move to CIF			-	
	Sandblast and Paint Indoor Pool			22,000	
	Replacement of DE Filters			32,000	
5-09-61441	CAPITAL ADDITIONS - JFK	Sub-Total	5,000	10,500	
	Replace Cable crossover machine			5,500	
	Youth Lounge Furniture & Video Games			5,000	
5-09-61460	CAPITAL ADDITIONS-BANGER POOL	Sub-Total	40,640	28,900	
	Refurbish Splash Pad			18,500	
	Replace 15 yr old Diving Blocks			10,400	
5-09-61470	CAPITAL ADDITIONS-PARK IMPROVEMENT	Sub-Total	1,644,472	734,000	
	Replace St. Ferdinand Front Playground \$75,000			75,000	
	Install Dugouts St Ferdinand (4 fields = 8 dugouts)			50,000	
	STLCO Mun Park Grant - Enhance Koch Park				
	Splash Pad (Reimb 85% up to \$525,000)			609,000	
5-09-61471	CAPITAL ADDITIONS - PARK EQUIP	Sub-Total	137,700	136,000	
	Replace (1) zero turn mowers			14,000	
	Wide Area Mower			65,000	
	Replace Playground Van w/Truck \$32,000			32,000	
	Replace R3 Tahoe with mid-size truck \$25,000			25,000	
5-09-61560	CAPITAL ADDITIONS - KOCH	Sub-Total	80,000	-	
	TOTAL CAPITAL ADDITIONS		2,083,904	1,005,600	
	TOTAL EXPENSES		\$ 5,287,502	\$ 4,644,117	
	NET OVER/UNDER		\$ (787,254)	\$ (658,717)	

08 - STREET FUND

Adopted

2020

Grant Revenue

3,007	-	-
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-	2,021,608	390,000
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Total Budgeted Revenue	\$ 1,556,703	\$ 3,603,608	\$ 1,890,000	\$ -
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Less Total Budgeted Expenditure	(1,790,000)	-
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Equal Revenue Over/(Under) Expenditure	100,000	-
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Plus Estimated Beginning Fund Balance	<u>354,495</u>	-
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Equal Estimated Ending Fund Balance	\$	454,495	\$	-
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0833-Material & Supplies

\$ - \$ 255,000

-	-	95,000
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0852-Street Contracts	1,308,370	4,512,210	1,200,000
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0861-Capital Additions	-	-	240,000
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Total	\$	1,308,370	\$	4,512,210	\$	1,790,000	\$	-
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**City of Florissant
Street Fund
2020 Budget (Amended 10/30/19)**

Acct #	Description	Budget 2019	Proposed Budget 2020	Adopted Budget 2020
REVENUES				
4-08100	REVENUE	\$ 1,582,000	\$ 1,500,000	
4-08200	INTEREST	-		
4-08510	GRANT REV - ST FERD & 67	160,000		
4-08511	GRANT REV - N LAFAYETTE PHASE I	892,792		
4-08512	GRANT REV - N LAFAYETTE PHASE II	968,816	390,000	
		-	-	
	TOTAL REVENUE	\$ 3,603,608	\$ 1,890,000	
EXPENSES				
5-08-14040	SALARY & BENEFIT CROSS CHARGE STREET FUND		255,000	
5-08-33020	MATERIALS & SUPPLIES - SNOW & ICE REMOVAL	-	95,000	
5-08-52000	STREET CONTRACT	1,985,200	1,200,000	
5-08-52100	CONTRACTS - N LAFAYETTE	200,000		
5-08-52200	CONTRACTS - N LAFAYETTE	1,115,990		
5-08-52300	CONTRACTS - ST FERD & 67	1,211,020		
	Sub-Total	4,512,210	1,550,000	
CAPITAL ADDITIONS (STREET IMPROVEMENT FUND):		Sub-Total	\$ -	\$ 240,000
5-08-61000	CAPITAL ADDITIONS			
	STREET SWEEPER		240,000	
	TOTAL EXPENSES	\$ 4,512,210	\$ 1,790,000	
	NET OVER/UNDER	\$ (908,602)	\$ 100,000	

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

04 - SEWER LATERAL FUND

	Actual	Budget	Proposed	Adopted
	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2020</u>
<u>REVENUE</u>				
Revenue	\$ 607,972	\$ 539,000	\$ 500,000	
Interest	18,394	9,000	9,000	
Miscellaneous Revenue	<u>-</u>	<u>-</u>	<u>-</u>	
Total Budgeted Revenue	\$ 626,366	\$ 548,000	\$ 509,000	\$ -
Less Total Budgeted Expenditure			<u>(805,835)</u>	<u>-</u>
Equal Revenue Over/(Under) Expenditure			(296,835)	-
Plus Estimated Beginning Fund Balance			<u>1,357,350</u>	<u>-</u>
Equal Estimated Ending Fund Balance			\$ 1,060,515	\$ -

EXPENDITURES

8000-Salaries & Benefits	\$ 328,112	\$ 382,000	\$ 371,000	
8021-Uniforms	798	900	900	
8024-Telecom/Computer	-	5,000	5,000	
8027-Gasoline	6,890	14,000	14,000	
8030-Equipment & Vehicle Expense	17,643	25,000	25,000	
8032-Office Expense	678	3,000	3,000	
8033-Material and Supplies	28,757	38,000	38,000	
8042-Travel, Training & Certification	486	1,500	1,500	
8043-Organizational Dues	-	335	335	
8050-Professional Services	331,529	174,100	174,100	
8055-Insurance & Bonds	8,136	-	15,000	
8061-Capital Additions	<u>46,319</u>	<u>25,000</u>	<u>158,000</u>	
Total	\$ 769,348	\$ 668,835	\$ 805,835	

**City of Florissant
Sewer Lateral
2020 Budget (Amended 10/30/19)**

Acct #	Description	Budget 2019	Proposed Budget 2020	Adopted Budget 2020
REVENUES				
4-81100	SEWER LATERAL REVENUE	\$ 539,000	\$ 500,000	
4-81200	INTEREST	9,000	9,000	
	TOTAL REVENUE	\$ 548,000	\$ 509,000	
EXPENSES				
5-80-14010	SALARY & BENEFIT CROSS CHG - SEW LAT	382,000	371,000	
5-80-21000	UNIFORMS AND ALLOWANCES	900	900	
5-80-24050	COMPUTER EQUIP, MAINT &	5,000	5,000	
5-80-27000	GASOLINE	14,000	14,000	
5-80-30000	EQUIPMENT REPAIRS	10,000	10,000	
5-80-30010	VEHICLE REPAIRS	15,000	15,000	
5-80-32000	OFFICE SUPPLIES/PRINTING	3,000	3,000	
5-80-33000	MATERIALS & SUPPLIES	38,000	38,000	
5-80-42000	TRAVEL, TRAINING & CERTIFICATION	1,500	1,500	
5-80-43000	ORGANIZATIONAL DUES	335	335	
5-80-50010	PROFESSIONAL SERVICES -			
5-80-50020	PROFESSIONAL SERVICES-BA	1,000	1,000	
5-80-50031	PROF SERV - ACCTG & AUDIT	2,100	2,100	
5-80-50050	PROF SERV - SEWER LAT REPAIRS	125,000	125,000	
5-80-50060	PROF SERV-SEWER LATERAL VIDEO	36,000	36,000	
5-80-50070	PROF SERV - TREE REMOVAL	10,000	10,000	
5-80-55000	INSURANCE, FIRE AND LIAB		15,000	
5-80-61010	CAPITAL ADDITIONS	25,000	158,000	
	Front End Loader to replace 1998 John Deere			
	TOTAL EXPENSES	\$ 668,835	\$ 805,835	
	NET OVER/UNDER	\$ (120,835)	\$ (296,835)	

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

10 - PROPERTY REVITALIZATION

	Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
<u>REVENUE</u>				
Program Income	\$ -	\$ -	\$ -	
Misc Income	<u>14,898</u>	<u>-</u>	<u>-</u>	
Total Budgeted Revenue	\$ 14,898	\$ -	\$ -	\$ -
Less Total Budgeted Expenditure			<u>-</u>	<u>-</u>
Equal Revenue Over/(Under) Expenditure			-	-
Plus Estimated Beginning Fund Balance			<u>7,609</u>	<u>-</u>
Equal Estimated Ending Fund Balance			\$ 7,609	\$ -
<u>EXPENDITURES</u>				
1050-Professional Services	\$ <u>5,198</u>	\$ <u>40,000</u>	\$ -	\$ -
Total	\$ 5,198	\$ 40,000	\$ -	\$ -

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

14 - COURT BUILDING FUND

14 - COURT BUILDING FUND	Actual	Budget	Proposed	Adopted
	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2020</u>
<u>REVENUE</u>				
Revenue	\$ 82,338	\$ 132,000	\$ 132,000	
Interest	<u>-</u>	<u>-</u>	<u>17,000</u>	
Total Budgeted Revenue	\$ 82,338	\$ 132,000	\$ 149,000	\$ -
	Less Total Budgeted Expenditure		<u>(132,000)</u>	<u>\$ -</u>
	Equal Revenue Over/(Under) Expenditure		17,000	\$ -
	Plus Estimated Beginning Fund Balance		<u>-</u>	<u>\$ -</u>
	Equal Estimated Ending Fund Balance		\$ 17,000	\$ -
1420-Debt Service	<u>\$ 34,335</u>	<u>\$ 132,000</u>	<u>\$ 132,000</u>	
Total	\$ 34,335	\$ 132,000	\$ 132,000	\$ -

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

17 - PUBLIC SAFETY FUND

	Actual <u>2018</u>	Budget <u>2019</u>	Proposed <u>2020</u>	Adopted <u>2020</u>
<u>REVENUE</u>				
Sales Tax Revenue	\$ 2,852,662	\$ 2,600,000	\$ 2,800,000	
Interest	-	-	-	
Miscellaneous Revenue	-	15,046	-	
Total Budgeted Revenue	\$ 2,852,662	\$ 2,615,046	\$ 2,800,000	\$ -
Less Total Budgeted Expenditure			(2,789,080)	\$ -
Equal Revenue Over/(Under) Expenditure			10,920	\$ -
Plus Estimated Beginning Fund Balance			92,509	\$ -
Equal Estimated Ending Fund Balance			\$ 103,429	\$ -

EXPENDITURES

1700-Salaries & Benefits	\$ 1,250,419	\$ 1,405,000	\$ 2,151,680	
1726-Utilities	11,486	80,000	60,000	
1729-Buildings & Grounds	1,036	28,000	25,000	
1761-Capital Additions	1,292,704	1,360,246	552,400	
Total	\$ 2,555,645	\$ 2,873,246	\$ 2,789,080	\$ -

**City of Florissant
Public Safety Fund
2020 Budget (Amended 10/30/19)**

Acct #	Description	Budget 2019	Proposed Budget 2020	Adopted Budget 2020
REVENUES				
4-17100	REVENUE	\$ 2,600,000	\$ 2,800,000	
4-17200	INTEREST	-	-	
4-17310	INSURANCE PROCEEDS	-	-	
	TOTAL REVENUE	\$ 2,600,000	\$ 2,800,000	
EXPENSES				
5-17-14030	SALARY & BENEFIT CROSS CHG - PUB SAFETY	\$ 1,405,000	\$ 2,151,680	
5-17-26000	UTILITIES	80,000	60,000	
5-17-29000	BLDG.,MNTN., & SUPPLIES	28,000	25,000	
5-17-61000	CAPITAL ADDITIONS	Total	\$ 1,360,246	\$ 552,400
	EQUIPMENT:	Sub-Total	<u>1,018,900</u>	<u>348,100</u>
	Drone Equip to upgrade 2nd drone			18,000
	Duty Weapons			15,000
	Mobile Video Surveillance			50,000
	Tourniquets for Officer Belts			7,500
	LPR Cameras			10,000
	Interview Room Video Recording			7,000
	Mobile Car Computers/printers/devices			80,000
	Desktop/Laptops & related items			25,000
	Computer Backup & Security Software			20,000
	Replace Servers, Network Appliances, printers & devices			20,000
	3D Total Station Add' Hardware/software			5,000
	Ballistic Shields for Patrol Vehicles			56,000
	(10) Portable Radios & related parts			33,500
	Police Bicycle			1,100
	VEHICLES:	Sub-Total	<u>341,346</u>	<u>204,300</u>
	(3) New Vehicles @ \$30,500 each			91,500
	Equipment for (7) new vehicles			21,000
	(2) New Chev Tahoes & Related Equip			72,000
	(9) Radio Emergency Equip Installation			19,800
	TOTAL EXPENSES		\$ 2,873,246	\$ 2,789,080
	NET OVER/UNDER		\$ (273,246)	\$ 10,920

City of Florissant Operating Budget
December 1, 2019 through November 30, 2020

16 - PROPERTY MAINT. FUND

	Actual	Budget	Proposed	Adopted
	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2020</u>
<u>REVENUE</u>				
Business License - Rental Property	\$ 371,244	\$ 372,900	\$ 373,000	
Vacant Property Registration	<u>16,840</u>	<u>17,900</u>	<u>17,000</u>	
Total Budgeted Revenue	\$ 388,084	\$ 390,800	\$ 390,000	\$ -
Less Total Budgeted Expenditure			<u>(388,000)</u>	<u>\$ -</u>
Equal Revenue Over/(Under) Expenditure			2,000	\$ -
Plus Estimated Beginning Fund Balance			<u>25,689</u>	<u>\$ -</u>
Equal Estimated Ending Fund Balance			\$ 27,689	\$ -
<u>EXPENDITURES</u>				
1600-Salaries & Benefits	\$ 350,000	\$ 361,000	\$ 373,000	
1632-Office Expense	<u>5,565</u>	<u>16,266</u>	<u>15,000</u>	
Total	\$ 355,565	\$ 377,266	\$ 388,000	\$ -

**City of Florissant
Property Maintenance Fund (A&R)
2020 Budget (Amended 10/30/19)**

Acct #	Description	Budget 2019	Proposed Budget 2020	Adopted Budget 2020
REVENUES				
4-31140	BUSINESS LICENSE RENTAL	\$ 372,900	\$ 373,000	
4-32120	VACANT PROP. REGISTRATIO	17,900	17,000	
	TOTAL REVENUE	\$ 390,800	\$ 390,000	
EXPENSES				
5-16-14020	SALARY & BENEFIT CROSS CHARGE-PROP	\$ 361,000	\$ 373,000	
5-16-32000	OFFICE SUPPLIES/PRINTING	16,266	15,000	
	TOTAL EXPENSES	\$ 377,266	\$ 388,000	
	NET OVER/UNDER	\$ 13,534	\$ 2,000	

v

1 INTRODUCED BY COUNCIL AS A WHOLE

2
3 NOVEMBER 11, 2019

4
5 BILL NO. 9556

ORDINANCE NO.

6
7 **AN ORDINANCE REPEALING ORDINANCE NO. 8472 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, 2019 AND**
13 **ENDING ON NOVEMBER 30, 2020.**

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, 2019 and ending on the 30th day of November, 2020, 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, 2019.

26
27
28 Adopted this ____ day of _____, 2019.

29
30
31
32 _____
33 Jeff Caputa
34 Council President

35 Approved this ____ day of _____, 2019.

36
37
38 _____
39 Timothy J. Lowery
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, 2019 and ending on November 30, 2020:

I. Retainer Services:

- A. For the fee of \$3,000 per month, office hours will be maintained at City Hall every 1st and 3rd Wednesday between the hours of 8:30 a.m. and noon 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 \$750.00 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 \$295.00 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 \$295.00 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 \$300.00 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, 2019.

LEWIS RICE LLC

CITY OF FLORISSANT

John M. Hessel

By: _____
Timothy Lowery
Mayor, City of Florissant

ATTEST:

Karen Goodwin, City Clerk, MMCA/MRCC

1 INTRODUCED BY COUNCIL AS A WHOLE
2 NOVEMBER 11, 2019

3
4 BILL NO. 9557

ORDINANCE NO.

5
6
7 **AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF**
8 **FLORISSANT TO ENTER INTO A USER AGREEMENT FOR**
9 **DISPATCH EQUIPMENT FOR THE INTEROPERABLE RADIO**
10 **SYSTEM WITH ST. LOUIS COUNTY, MISSOURI.**
11

12
13 WHEREAS ordinance no. 8124 was passed on March 9th, 2015, allowing the Mayor to
14 enter into a user agreement with St. Louis County Missouri and expires on December 31, 2019 ;
15 and
16

17 WHEREAS the City Council feels it is in the best interest of the City of Florissant to
18 authorize the Mayor to enter into a user agreement for Dispatch Equipment for the Interoperable
19 Radio System with St. Louis County, Missouri acting for the St. Louis County Emergency
20 Communications Commission;
21

22 BE IT ORDAINED BY THE CITY OF FLORISSANT AS FOLLOWS:
23

24 SECTION 1. The Mayor is hereby authorized to enter to an agreement with St. Louis
25 County, Missouri, which is attached hereto and whereby said County, will provide dispatch
26 equipment for the Florissant Police Department.

27
28 Adopted this _____ day of _____, 2019.
29

30 _____
31 Jeff Caputa
32 President of the City Council
33

34 Approved this _____ day of _____, 2019.
35

36
37 _____
38 Timothy J. Lowery
39 Mayor
40

41 ATTEST:
42

43 _____
44 Karen Goodwin, MPPA/MMC/MRCC
45 City Clerk

**USER AGREEMENT FOR ST. LOUIS COUNTY AGENCIES
INTEROPERABLE RADIO SYSTEM**

THIS AGREEMENT, Made and entered into this _____ day of _____, _____, by and between ST. LOUIS COUNTY, MISSOURI, (“County”) on behalf of the St. Louis County Emergency Communications Commission, hereinafter referred to as the “ECC”; and _____, hereinafter to as “Agency”;

WITNESSETH:

WHEREAS, ECC developed a county-wide emergency communications radio system with Motorola Solutions, Inc. (“Motorola”) whereby Motorola continues to maintain the county-wide emergency communications radio system and associated commercial items, commercial computer software, radios and other equipment, subsystems and services (“the System”);

WHEREAS, ECC the is the sole owner and operator of a county-wide emergency communications radio system providing communication links that permit participating governmental entities to communicate within the geographical boundaries of St. Louis County and beyond;

WHEREAS, numerous St. Louis County Agencies, including Law Enforcement, Fire Departments, Local Governments and other St. Louis County organizations are current authorized Agencies of the System;

WHEREAS, it is desirable to have a unified countywide interoperable radio system to promote communication between all governmental entities and further the goal of protecting and providing public safety services to the people of St. Louis County;

WHEREAS, ECC intends to enhance its ability to communicate for both routine and emergency operations and to permit Agency to use the System, subject to the rules, regulations, policies and standards established by the ECC;

WHEREAS, the Agency is a law enforcement, fire or local government agency who provides assistance in emergency situations to St. Louis County residents and visitors;

WHEREAS, the Agency therefore affects and furthers the goal of protecting the health, safety, and welfare of the people of St. Louis County;

WHEREAS, Agency is authorized to enter into this Agreement by Ordinance No. _____, and County is authorized to enter into this Agreement by Ordinance No. **26,293**;

NOW, THEREFORE, the parties agree as follows:

1. **Definitions.** The following definitions apply to these terms, as used in this Agreement:

Infrastructure – all fixed electronic and civil components that make up the System. This includes owned or leased radio towers, monopoles, and rooftop installations; RF transmitters, microwave components, combiners, antenna systems, controllers, comparators, routers, GPS time standards, and other network hardware; environmental equipment shelters and HVAC subsystems; UPS and emergency power generator systems; and countywide recording systems.

Subscriber Radios or Radios – mobile (vehicle-mounted) and portable (handheld) radios; desktop control stations and desksets; digital vehicular repeater systems; RF modems used for mobile data; and associated accessories (batteries, battery chargers, shoulder microphones, holsters, etc.).

Primary Agency – a hospital, law enforcement, fire service, or other public safety agency that has been granted permission to use the System.

System – the county-wide emergency communications radio system and associated commercial items, commercial computer software, equipment, subsystems and services.

Encryption – the conversion of data into a form called cipher text that cannot be understood by unauthorized entities.

Motorola Contract – the contract dated December 15, 2011 between ECC and Motorola for the P-25 800 MHZ Digital Trunked Radio/Microwave System Project (RFP No. 2010-07-RH).

2. **Use of the System.** ECC hereby grants Agency permission to use the System, subject to the following:

- a. Agency shall comply with the rules, regulations, policies and standards established by the ECC (except in the event of conflict with the terms and conditions of this Agreement, which shall control).
- b. Agency shall comply with all laws, rules and regulations relating to use of the System, including but not limited to FCC regulations. Agency shall comply with any and all mandates issued by the FCC and authorized regulatory agencies. If, subsequent to this Agreement, technical or other changes are mandated by the FCC, Agency must timely comply with the mandate(s). The ECC will not be responsible for any costs, damages or losses incurred due to the regulatory mandate(s).
- c. Agency shall comply within one (1) year of receipt of notice from the ECC with any voluntary upgrades or changes to the System by the ECC, including change in vendor. The ECC shall have the sole discretion to upgrade or change the System. The ECC will not be responsible for any expenditure, losses, or other claims caused by or attributed to such voluntary upgrades or changes to the System.
- d. Agency is prohibited from selling, assigning or transferring any right of use to the System, in whole or in part, to any other person or entity.

3. **Title and Ownership of Subscriber Radios.** ECC transferred ownership of Subscriber Radios specified in the original Agreement in 2013 to the Agency to enhance its ability to communicate during routine and emergency operations anywhere within St. Louis County and the rest of the metropolitan area. Agency shall not transfer, sell, give or otherwise dispose of any of the Radios without the consent of the ECC. Agency understands and agrees that it will be primarily responsible for funding and procuring replacement and additional radios in the event of growth of its agency. Agency agrees it generally must fund any cost differences for additional radio features or substitutions that it requests.

4. **Programming, Data Conversion, Fleetmapping & Interoperability Template Design.** The ECC will be responsible for programming Subscriber Radios. Costs for conversion of GPS data and/or interface to CAD or other computer management systems will be the responsibility of individual user agencies, including Agency if applicable. The ECC will be responsible for initial and ongoing fleetmapping and interoperability template design and codeplug provision for user agencies including Agency. This will include design of specific talkgroups to meet the routine needs of individual agency operations including Agency.

5. **Infrastructure.**

- a. Operation, Maintenance & Support – The ECC will be responsible for the operation, technical performance, preventative maintenance, modifications/additions, hardware/software upgrades, routine corrective repairs, and emergency restoration of the Infrastructure. The ECC will oversee and manage contractors authorized to maintain and support the Infrastructure. The ECC shall comply with all FCC and regulatory laws, rules and regulations relating to use of the System. ECC will provide Agency with one (1) year notice of any voluntary upgrades or early compliance with mandates to the System affecting Agency.
- b. Physical Security – The ECC will ensure that reasonable physical security measures are taken to protect the equipment sites of the Infrastructure.
- c. Critical System Data – The ECC will ensure that all System data, custom configurations, and interoperability & fleetmapping templates are regularly backed up and secured in an off-site protected location, in accordance with St. Louis County standards and best practices.
- d. Radio Licenses – The ECC is the named licensee, and will be responsible to acquire and maintain all licenses required by the Federal Communications Commission (FCC) for the operation of the System. The ECC will investigate and remediate any complaints of interference or substandard performance of the System. The ECC will comply with all applicable laws including but not limited to FCC regulations.

- e. Backup Network Testing – The ECC will schedule, coordinate, and conduct tests of backup systems, including countywide, all-agency FailSoft drills pursuant to ECC best practice.
- f. System Inventory – The ECC shall be responsible to maintain and update an inventory of the Infrastructure in accordance with the fixed assets policies of St. Louis County.
- g. System Funding – The ECC shall, on an annual basis, submit a budget request to County Council for sufficient funds to handle the insurance and ongoing maintenance and upgrade costs for the Infrastructure, including contingency funding to address unforeseen emergency requirements.

8. **Subscriber Radio Warranty and Maintenance.** The ECC funding for Subscriber Radio Warranty and Maintenance ends on December 31, 2021. After December 31, 2021, the Agency is responsible for obtaining warranty coverage for Subscriber Radios, mobile and portable, through Motorola or a Motorola factory authorized repair center. The Agency shall ensure that all maintenance performed on Agency's Subscriber Radios is performed by a certified technician employed by ECC authorized vendor or Motorola depot repair center. Agency agrees to take proper care of each of the Radios as recommended by the manufacturer and standard operating procedures. Agency will be responsible for coordinating repair scheduling and/or drop off with the maintenance contractor.

9. **Loss or Theft.** Agency agrees to notify ECC immediately (or as soon as reasonably possible) upon discovery of the loss or theft of any of the Radios. The ECC will suspend the missing Radio's electronic registration within the System, so that it cannot be used by unauthorized persons.

10. **Emergency Response/Mutual Aid.** ECC agrees and understands that the Agency is free to use the Radios for all of their operations, including those which may involve travel outside of the metropolitan area for special events and emergency/mutual aid response.

11. **Notices.** Any notice, request, complaint, demand or other communication required by this Agreement to be given to or filed with ECC or Agency, shall be in writing and shall be given or filed in the manner and at the addresses specified below.

County:

Director of Emergency Communications Commission
St. Louis County Police Department
1150 Hanna Road
St. Louis, Missouri 63021
Fax: _____

With a copy to:

County Counselor

St. Louis County Government Center
41 S. Central Ave.
Clayton, MO 63105
Fax: 314-615-3732

AGENCY:

Name/Title: _____

Address: _____

Fax: _____

With a copy to:

Name/Title: _____

Address: _____

Fax: _____

or at such different address as the parties may give by written notice mailed, faxed or delivered personally to the addresses of the other party listed above. Any mailed notices will be effective three days after deposit in the United States Mail, properly addressed with postage prepaid.

12. **Liability Protection.** Agency and ECC acknowledge that service disruptions will occur from time to time and agree to hold each other harmless for all such disruptions. ECC assumes no responsibility with respect to the use or storage of the Radios, and Agency and ECC assume no responsibility for any accidents or claims arising out of use of the Radios. Notwithstanding the foregoing, it is not the intent through this Agreement of any Party to in any way affect, waive, or modify the doctrines of sovereign immunity, official immunity or other similar protections that would otherwise be available to any Party to assert against third party claims that may arise or be brought.

13. **Term.** The initial term of this Agreement shall be from the date set forth above and through December 31, 2024 unless sooner terminated pursuant to Section 15 or Section 16. ECC and Agency agree to negotiate a successor agreement in good faith in accordance with their intent that Agency shall be able to continue to use the System at no cost to achieve the common goal of enhanced communications.

14. **Default and Termination for Cause.** Any material violation of this Agreement is a default. In the event of a default, each party shall give the other party written notice of the alleged default, and each party will be afforded a reasonable opportunity to cure the default or present their disagreement for resolution to a mediator in accordance with the dispute resolution process set forth in section 14A. Failure to cure a default or participate in the dispute resolution process will result in a termination of this Agreement, but no such termination shall take effect

until 90 days after the governing body of Agency or ECC finds and determines, by resolution or ordinance, that the Agreement should be terminated for cause. If Agency or ECC finds and determines by resolution or ordinance that the default has been cured during such 90 day period, and that reasonable assurance has been provided against further default, then this Agreement shall remain in effect.

14A. **Dispute Resolution Process.** Prior to mediation, the parties will first attempt to settle their disputes by a meeting between representative(s) designated by the Emergency Commissions Commission and representatives designated by the Agency. If, after such meeting, the parties are unable to resolve a conflict involving an alleged default, then they shall present their disagreements to a mutually agreeable mediator for mediation. If the parties are unable to agree on a mediator within thirty (30) calendar days after one party requests mediation, then the parties agree to utilize a mediator chosen by United States Arbitration and Mediation (USA&M) as best to handle a contractual dispute among government entities. Each party shall bear its own costs for mediation and the parties shall share the cost of the mediator. The mediation process must be followed to its conclusion prior to any party seeking relief from any court, except in an emergency.

15. **Funding Out.** If the governing body of a party should not appropriate or otherwise make available funds sufficient to fulfill the party's obligations under this Agreement, such party may unilaterally terminate this Agreement, without financial penalty, upon ninety (90) days written notice to the other party.

16. **Transfer of Radio Ownership.** In the event that Agency's services are assumed by another agency participating in the System, Agency may transfer its Radios to that new agency with advance notice to ECC.

17. **Amendments.** This Agreement may be amended only by written agreement of ECC and Agency.

18. **Venue.** In the event that any actions or proceedings are initiated with respect to this Agreement, the parties agree that the venue thereof shall be St. Louis County, Missouri, and that this Agreement shall be governed by the laws of the State of Missouri.

19. **Fairness.** Agency understands that it does not operate in an identical manner to each and every other agency that will be using the System and, therefore, agrees that it may be treated differently in some respects by ECC. On the other hand, ECC understands that Agency expects to be treated fairly relative to other agencies including St. Louis County agencies and, therefore, agrees to treat Agency in an equitable manner as compared to such other agencies, taking into account differences in demonstrated need and all other relevant factors.

Executed by the County the _____ day of _____, 2019.

Executed by the Agency the _____ day of _____, 2019.

ST. LOUIS COUNTY

County Executive

Attested:

Administrative Director

Chairman, Emergency Communications Commission

Approved as to legal form:

County Counselor

Approved:

Risk and Insurance Manager

Approved:

Accounting Officer



10/29/2019

SLATER Radio System User Agencies
REF: Radio System User Agreement Renewal- URGENT
Subscriber Radios

Dear Radio System User Agency,

Please review the attached User Agreement Renewal for **Subscriber Radios**, sign and return two (2) originals to me at the address below. Additionally, the agreement will require an ordinance from your jurisdiction authorizing the agreement, which needs to accompany the returned signed originals. Once received we will return an original back to you with County signatures. The ECC currently has the original user agreement your agency filed and it expires midnight December 31st, 2019.

The term of the new agreement is 5 years (End of 2024), at which point we will send out another renewal.

Since the agreement requires an ordinance be passed, please give this matter immediate attention.

We will be sending this notice out via multiple pathways, so you may receive it more than once, and possibly to different people within your organization or municipality. Please reference your current agreement for information on how it should route through your agency.

If you need anything further please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Clouse".

Mike Clouse
Director
Emergency Communications Commission
1150 Hanna Rd.
Ballwin, MO 63021

314-615-7114 Office

1 INTRODUCED BY COUNCILMAN CAPUTA
2 NOVEMBER 11, 2019

3
4 BILL NO. 9558

ORDINANCE NO.

5
6 **ORDINANCE AUTHORIZING A TRANSFER OF \$5000 FROM**
7 **ACCOUNT NO. 03-5-03-33000 "CAPITAL ADDITIONS-**
8 **MATERIALS" TO ACCOUNT NO. 03-5-03-34000 "STREET**
9 **MARKINGS" FOR ADDITIONAL STREET SIGNAGE FOR THE**
10 **STREET DEPARTMENT.**

11
12
13 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS
14 COUNTY, MISSOURI, AS FOLLOWS:

15
16 Section 1: There is hereby authorized a transfer of \$5000 from Account no. 03-5-03-33000
17 "Capital Additions-Materials" to Account no. 03-5-03-34000 "Street Markings" for additional street
18 signage for the Street Department.

19
20 Section 2: This ordinance shall become in force and effect immediately upon its passage and
21 approval.

22 Adopted this _____ day of _____, 2019.

23
24 _____
25 Jeff Caputa
26 President of the Council

27
28 Approved this _____ day of _____, 2019.

29
30 _____
31 Timothy J. Lowery
32 Mayor

33 ATTEST:

34 _____
35 Karen Goodwin, MPPA/MMC/MRCC,
36 City Clerk

FLORISSANT CITY COUNCIL AGENDA REQUEST FORM

Date: 11/7/2019

Mayor's Approval:

Agenda Date Requested:

11/11/2019

Description of request: Transfer of funds within Capital Improvement Fund

Transfer of Funds from 03-5-03-33000 to 03-5-03-34000

(See Attached Memo)

Department: Public Works

Recommending Board or Commission: N/A

Type of request:

Ordinances	X	Other	
Appropriation		Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment	X		
	Y/N		Y/N
Public Hearing needed: Yes / No	N	3 readings? : Yes / No	Y

Back up materials attached:		Back up materials needed:	
Minutes		Minutes	
Maps		Maps	
Memo	X	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: _____

Cardo Casapina
11/11/19



Memo To: City Council

Date: November 7, 2019

Thru: Mayor Timothy J. Lowery

From: Todd M. Hughes, P.E.
Director of Public Works and Health

Copy: Kimberlee Johnson

Subject: **Budget Transfer for Signs – Capital Improvement Fund**

Due to higher than forecasted expenditures the Street Marking account needs more money to cover additional signage that was approved by the street commission.

Therefore, I respectfully request that \$5,000 be transferred from Capital Improvement Fund Account 03-5-03-33000 – Capital additions – Materials to be transferred to Account 03-5-03-34000 –Street Markings.

Thank you in advance.

Respectfully submitted,



Todd M. Hughes, P.E.

INTRODUCED BY COUNCIL AS A WHOLE
November 11, 2019

BILL NO. 9559

ORDINANCE NO.

AN ORDINANCE AMENDING SECTION 125.065.A "JOB CLASSIFICATION AND GRADE LEVEL" BY ADDING AND DELETING CERTAIN JOB CLASSIFICATIONS.

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

Section 1: That Chapter 125.065 "Wage Increase and Schedule," subsection A "Job Classification and Grade Level," is hereby amended by adding the new positions as follows:

<u>Job Classification</u>	<u>Grade Level</u>
Technical Director	3
Government Affairs/Senior Communication Manager	10

Section 2: That Chapter 125.065 "Wage Increase and Schedule," subsection A "Job Classification and Grade Level," is hereby amended by changing the position of "Assistant Theatre Manager."

<u>Job Classification</u>	<u>From Grade Level</u>	<u>To Grade Level</u>
Assistant Theatre Manager	4	5
Assistant Golf Course Manager	2	4

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

Adopted this ____ day of _____, 2019.

Jeff Caputa
President of the Council

Approved this ____ day of _____, 2019.

Timothy J. Lowery
Mayor, City of Florissant

ATTEST:

Karen Goodwin, MPPA/MMC/MRCC
City Clerk

FLORISSANT CITY COUNCIL

AGENDA REQUEST FORM

Date: November 7, 2019

Mayor's Approval:

Agenda Date Requested:

7-Nov-19

Description of request: Request to add the position of Technical Director as a Grade 3 to the Classified Salary Ordinance. And change Assistant Theatre Manager from Grade 4 to Grade 5.

Department: Theatre

Recommending Board or Commission:

Type of request:

Ordinances	X	Other	X
Appropriation		Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment	X	Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			
	Y/N		Y/N
Public Hearing needed: Yes / No		3 readings? : Yes / No	Y

Back up materials attached:		Back up materials needed:	
Minutes		Minutes	
Maps		Maps	
Memo	X	Memo	
Draft Ord.	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: _____

*cc to Council
morse
11/8/19*



MEMORANDUM

Date: November 7, 2019
To: Mayor Timothy J. Lowery and City Council
From: Brian Paladin, Theatre Manager
Re: Amendment to Add Technical Director Title and Grade Change Assistant Theatre Manager

11-7-19

Enclosed you will find a request to amend our Classified Salary Ordinance to add the title of **Technical Director and change Assistant Theatre Manager**. The Theatre Department has been reviewing current job duties and job descriptions of the key full-time positions within the department and as a result would like to request the added title of Technical Director.

It has been also determined that the current Assistant Theatre Manager job description truly reflects the duties of a Technical Director, therefore I would like to request adding this title to the ordinance at a lower grade level of Grade Level 3. And the duties of the Administrative Assistant are more in line with an Office Manager with assignments as such, therefore that role will change to the Assistant Theatre Manager.

Assistant Theatre Manager	Current Level:	Grade 4	Recommended:	Grade 5
Technical Director	Recommended:	Grade 3		

With this change the Theatre Department would transfer the current Administrative Assistant to the Assistant Theatre Manager effective December 1, 2019. The current employee we recommend moving to Grade 5 Step 7. And the department will have an opening for Technical Director due to a recent resignation. Following these changes, the Theatre Department would eliminate the need for an Administrative Assistant as we consolidate job responsibilities. These changes would lower our current proposed salary budget for 2020 by \$12,000.

If you have any questions or need additional information please feel free to contact my office.



MEMORANDUM

Date: November 7, 2019
To: Mayor Timothy J. Lowery and City Council
From: Sonya D. Brooks-White, Director of Human Resources
Re: Amendment to Add Government Affairs/Senior Communications Manager Title

Enclosed you will find a request to amend our Classified Salary Ordinance to add the title of Government Affairs/Senior Communications Manager at a Grade 10.

For many years the communications and public relations duties of the City have actually been handled by a police officer assigned to the Mayor's office. This included preparing press releases, corresponding with key local radio, print and television media members, organizing and coordinating special events throughout the year. In most cities or organizations these duties are handled by a Communication Manager or Public Relations Manager or similar.

Communication is a KEY role in which every City needs to have especially one of our size and being the largest City in St. Louis County it needs to be established. Therefore, we would like to add this new position.

With this change Police Officer Andrew Quinones who currently actively performs these duties will transfer into this role laterally matching his current compensation effective December 1, 2019.

If you have any questions or need additional information please feel free to contact my office.

Job Description

Government Affairs/Senior Communications Manager

City of Florissant, Missouri

Administration

General Purpose of Position

Well organized, results oriented professional with proven communications and marketing knowledge and administration skills. Exceptional interpersonal background needed to work effectively with elected officials, public and private sector officials, staff, members of the community and media. Possess strong verbal, written and analytical skills as well as successful administration of policy/procedures and coordination of programs and community events.

Major Duties and Responsibilities

- In charge of the day to day operations of the office and provide assistance and support.
- Formulate local marketing communications with recommendations and improvements for the community.
- Research, develop and assist other departments with grant opportunities
- Research and write press releases for the media, prepare radio and television scripts to advertise upcoming community functions.
- Organize and coordinate special community based events, ie: Great Day St. Louis, Hispanic Festival, Walk Thru History, 9-11 Ceremony, Medal of Valor Ceremony, Summer Concert Series and Wednesday Night Outs events in summer.
- Prepare messages and correspondence promoting special events for Media Department and IT Department, ie: cable channel, website and other social media sites.
- Build and establish strong working relationships with key local radio, print and television media members.
- Governmental liaison between Mayor, City Council, Department Heads and local, state and federal officials.
- Ability to make recommendations and improve the municipal functions of the City
- Maintain operational knowledge of the government in the City.
- Assist daily on all inter-office duties, phone calls, and appointments including research.
- Create and update a contact data-base of prominent business and civic leaders.
- Prepare letters for special awards.
- Performs other duties as directed

Job Context

Status	Full-time
FLSA Status	Non-Exempt
Department	Administration
Immediate Supervisor(s)	Mayor
Frequency of Supervision	Daily
Number of Supervised Employees	None
Type of Work Schedule	Regular hours, year-round
Frequency of Overtime	More than once a week

Frequency of Night Work	Council and special meetings, other citizen contact
Shift Position	Not Applicable
On Call Status	All times
Percentage of Work Indoors	95%
Percentage of Work Outdoors	5%
Types of Accountabilities	PR, Marketing, Communications, Government Affairs, Legal
Exposure to Chemicals / Hazardous Materials	Rarely
Applicable Chemicals / Hazardous Materials*	Household cleaners and all related to work when completing those tasks
Average Stress Level	Moderately High, varies with activities
Physical Work Associated With This Position**	Using a personal computer

**Exposure to chemicals / hazardous materials may not be limited to this list.*

***These are the most common types of physical work associated with this position; however, this list is not considered to be exhaustive.*

Education and Experience

Applicant must have a bachelor's degree in public administration, business administration or related field, master's degree preferred; and 5 plus years administrative experience. Grant Writer certification a plus (CGW). A combination of education and/or work experience will be considered for employment.

Licenses and Certifications

Microsoft Office

Knowledge, Skills and Abilities

Knowledge

- Etiquette in working with citizens and elected officials
- Citizen groups within and outside of Florissant
- Office functions and scheduling
- Methods of prioritizing tasks as they are assigned
- Methods for handling many tasks simultaneously
- Governmental structure and relationships with outside organizations
- Speech writing and preparing general correspondence
- Grammar and writing techniques
- Use of various pieces of office equipment
- Mathematical skills, including addition, subtraction, division, and multiplication as well as algebraic and geometric functions
- General functions and operations of municipal government

Skills and Abilities

- Maintain a positive, progressive and proactive working environment
- Grant writing
- Spot potential problems before they occur
- Provide a buffer between administration and the public
- Work effectively with organizations
- Manage projects with many deadlines and task streams

- Deal courteously with the public
- Organizational skills
- Use various pieces of office equipment, including typewriters, photocopiers and facsimile machine
- Accurate typing and data entry using a personal computer
- Prepare and present effectively, oral and written informative material relating to the activities of the department
- Maintain confidentiality
- Proofread and prepare correspondence accurately
- Use various types of office software, including word processing and spreadsheets
- Pay attention to detail
- Use a multi-line telephone system to answer and transfer calls
- Complete detailed work accurately
- Work effectively with a wide range of people
- Provide effective leadership for and maintain harmonious relationships
- Meet specified deadlines
- Prioritize daily work flow
- Work as a team member with other employees
- Communicate effectively with others, both oral and written
- Work autonomously when necessary
- Handle multiple tasks simultaneously with frequent interruptions
- Deal with others in a professional manner
- Maintain professional composure in heated situations
- Develop, implement and follow departmental and City policies and procedures

Revised August 2019