



**FLORISSANT CITY COUNCIL AGENDA**  
**City Hall**  
**955 rue St. Francois**  
**Monday November 23, 2020**  
**7:30 PM**  
**Karen Goodwin, MMC/MRCC**



Due to COVID-19 pandemic and by Order of the Governor of the State of the Missouri and by Order of the St. Louis County Executive, the Council meeting will be conducted remotely with the City Council, Mayor, City Attorney, City Clerk, staff and residents being allowed to attend through a Zoom platform. The meeting will also be available to watch via live streaming on Facebook.

The public will be allowed to speak during “Hearing from Citizens” by attending via the Zoom link and typing your name and address in the “Chat” tab prior to or during that portion of the meeting. The public is also invited to submit written comments via email to [kgoodwin@florissantmo.com](mailto:kgoodwin@florissantmo.com) prior to 3 pm on Monday November 23, 2020. Such public comments, provided they comply with the City’s guidelines found in section 110.090 of the Florissant City Code, will be read during the meeting and made a part of the official record of the meeting.

There are several Public Hearings scheduled during this meeting. The public is invited to provide comments on any Public Hearing in the following ways:

- Written comments sent prior to 3 pm on Monday November 23, 2020 to [kgoodwin@florissantmo.com](mailto:kgoodwin@florissantmo.com). Provided such comments comply with the City Code section 110.090, they will be read as a part of the public hearing for which the comment is addressed.
- Participate in the virtual meeting by offering comments when the public hearing is opened for that application. Participants will be prompted by the Council President after they submit their **name and address** in the “Chat” tab during that public hearing.

Residents are invited to attend the zoom meeting by the following methods:

As a matter of precaution, the Zoom meeting ID number and Password will be made available at Florissantmo.com, on the City of Florissant Facebook page at <https://www.facebook.com/Florissant.mo.us/>, and on the bulletin board in the Lobby at City hall, at 6pm on Monday November 23, 2020. If you need additional assistance please contact the City Clerk at [kgoodwin@florissantmo.com](mailto:kgoodwin@florissantmo.com).

Thank you for your patience and understanding regarding our meeting format change. It is extremely important that extra measures be taken to protect, employees, residents and elected officials during these challenging times.

**I. PLEDGE OF ALLEGIANCE**

**II. ROLL CALL OF MEMBERS**

**III. APPROVAL OF MINUTES**

- City Council Meeting minutes of November 9, 2020
- Council Budget Meeting minutes of November 4, 2020

**IV. RESOLUTIONS**

1020	Resolution of the Florissant City Council and Mayor honoring Anita Moore for her 26 years of service, including 22 years as the Deputy City Clerk of the City of Florissant.	Council as a whole
1021	Resolution of the Florissant City Council and Mayor in support of the School Resource Officer Program (SRO).	Council as a whole

**V. HEARING FROM CITIZENS**

**VI. COMMUNICATIONS**

1. Email dated November 19, 2020 from Marvin Tobias regarding the Cares Act Funding.

**VII. PUBLIC HEARINGS**

None		
------	--	--

**VIII. OLD BUSINESS**

**A. BILLS FOR SECOND READING**

9639 Budget	Ordinance adopting the budget for the City of Florissant for the fiscal year commencing on December 1, 2020 and ending on November 30, 2021 and providing for its effective date.	2 <sup>nd</sup> Reading Council as a whole
9640 Memo	Ordinance repealing ordinance No. 8182 and establishing a new compensation plan for part-time employees of the city of Florissant and containing an effective clause.	2 <sup>nd</sup> Reading Schildroth

9641 Memo	Ordinance amending Section 125.065.A “Job Classification and Grade Level” by adding certain job classifications.	2 <sup>nd</sup> Reading Schildroth
9642 Contract	Ordinance repealing ordinance no. 8574 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, 2020 and ending on November 30, 2021.	2 <sup>nd</sup> Reading Council as a whole

**IX. NEW BUSINESS**

**A. BOARD APPOINTMENTS**

**B. BILLS FOR FIRST READING**

9643	Ordinance amending Chapter 125 “Personnel”, Article V “Complaints and Grievances” by adding a new Section 125.270 “Citizens Police Review Board – Composition, Duties, and Procedures” and renumbering accordingly.	Council as a whole
9644	Ordinance of the City of Florissant, Missouri, Amending Title II “Public Health, Safety and Welfare”, Chapter 210 “Offenses” Article II “Offenses Against the Person” by adding a new Section 210.200 “Regulations Concerning Laser Pointers”	Eagan
9645 Memo	Ordinance amending Title III “Traffic Code” of the Florissant City Code, Schedule V “Pedestrian Crosswalks” Table V-A “Pedestrian Crosswalks” by adding thereto St. Francois at Brown Street.	Mulcahy

**X. MOTION TO CANCEL THE SECOND MEETING IN DECEMBER (28<sup>th</sup>) DUE TO THE CHRISTMAS HOLIDAY.**

**XI. COUNCIL ANNOUNCEMENTS**

**XII. MESSAGE FROM THE MAYOR**

**XIII. ADJOURNMENT**

**THIS AGENDA WAS POSTED AT THE FLORISSANT CITY HALL AND ON THE CITY WEBSITE AT FLORISSANTMO.COM ON NOVEMBER 20, 2020 AT 12:00 PM ON THE BULLETIN IN THE LOBBY AT CITY HALL. ANY ONE WISHING TO ATTEND THE COUNCIL MEETING WHO HAS SPECIAL NEEDS SHOULD CONTACT THE CITY CLERK BY NOON ON MONDAY, NOVEMBER 23<sup>rd</sup>, 2020.**

# CITY OF FLORISSANT



## COUNCIL MINUTES

November 9, 2020

Due to the Coronavirus (COVID-19) Pandemic, the Florissant City Council met in a virtual meeting through a Zoom platform on Monday, November 9, 2020 at 7:30 p.m. with Council President Schildroth 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: Siam, Harris, Manganelli, Eagan, Caputa, Schildroth, Mulcahy, Pagano and Parson. 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.

The City Attorney explained that the meeting was being conducted remotely because of the Coronavirus (COVID-19) Pandemic emergency. He stated that under the Sunshine Law, Section 610.015, when an emergency existed, the members of the City Council who are not physically present in the Council Chambers, can participate and vote remotely on all matters.

Councilwoman Pagano moved to approve the City Council Minutes of October 26, 2020 and Budget Meeting Minutes of October 24, 2020, seconded by Caputa. Motion carried.

Councilman Schildroth moved to amend the agenda to move Resolution No. 1019 to the next item on the agenda, seconded by Eagan. Motion carried.

Council as a whole introduced Resolution No. 1019 of the Florissant City Council honoring Mark Behlmann for his many years of service and dedication to the residents of Florissant and North County and said Bill was read for the first time. Councilman Manganelli moved that Resolution No. 1019 be read for a second time, seconded by Schildroth. Motion carried and Resolution No. 1019 was read for a second time. Councilwoman Pagano moved that Resolution No. 1019 be read for a third time, seconded by Caputa. On roll call the Council voted: Siam yes, Harris yes, Manganelli yes, Eagan yes, Caputa yes, Schildroth yes, Mulcahy yes, Pagano yes and Parson yes. Having received the unanimous vote of all members present Resolution No. 1019 was read for a third time in its entirety and placed upon its passage. Before the final vote all interested persons were given an opportunity to be heard. Being no persons who

32 wished to speak, on roll call the Council voted: Siam yes, Harris yes, Manganelli yes, Eagan yes, Caputa  
33 yes, Schildroth yes, Mulcahy yes, Pagano yes and Parson yes. Whereupon the Chair declared Resolution  
34 No. 1019 to have been adopted.

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

36 Marvin Tobias, citizen, thanked the administration for allowing the public access to the budget  
37 workshop meetings via Zoom. He also expressed his support for North County Incorporated and the  
38 benefit it provides to the entire north county area.

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

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

41 The City Clerk reported that Public Hearing #20-11-034 on a request to authorize an amendment  
42 to B-5 ordinance 6648 to allow for the location of a post sign for the property located at 1955 N. Hwy 67  
43 had been withdrawn at the request of the petitioner.

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

45 Councilman Harris moved that Bill No. 9632 an Ordinance to rezone the property located at 1620  
46 Shackelford Road from a B-3 Zoning District to a B-5, Planned Commercial District to allow for a sit-  
47 down, carry-out, and drive-through restaurant and tenant space be read for a second time, seconded by  
48 Pagano. Motion carried and Bill No. 9632 was read for a second time. Councilman Harris moved that  
49 Bill No. 9632 be read for a third time, seconded by Caputa. Motion carried and Bill No. 9632 was read  
50 for a third and final time and placed upon its passage.

51 Before the final vote all interested persons were given an opportunity to be heard. Being no  
52 citizens who wished to speak, on roll call the Council voted: Siam yes, Harris yes, Manganelli yes, Eagan  
53 yes, Caputa yes, Schildroth yes, Mulcahy yes, Pagano yes and Parson yes. Whereupon the Chair  
54 declared Bill No. 9632 to have passed and said Bill became Ordinance No. 8648.

55 Councilman Siam moved that Bill No. 9633 an Ordinance authorizing an amendment to B-5  
56 Ordinance No. 5713, (as amended by Ord. No. 7829) to allow for exterior alterations and to remove  
57 vehicle rentals from 'Permitted Uses' for the property located at 3120 N Highway 67 be read for a second  
58 time, seconded by Manganelli. Motion carried and Bill No. 9633 was read for a second time.  
59 Councilman Siam moved that Bill No. 9633 be read for a third time, seconded by Parson. Motion carried  
60 and Bill No. 9633 was read for a third and final time and placed upon its passage.

61 Before the final vote all interested persons were given an opportunity to be heard. Being no  
62 citizens who wished to speak, on roll call the Council voted: Siam yes, Harris yes, Manganelli yes, Eagan

63 yes, Caputa yes, Schildroth yes, Mulcahy yes, Pagano yes and Parson yes. Whereupon the Chair  
64 declared Bill No. 9633 to have passed and said Bill became Ordinance No. 8649.

65 Councilman Parson moved that Bill No. 9634 an Ordinance authorizing an amendment to Special  
66 Use Permit No. 4144, as transferred, to allow for a 'Restaurant Use' to become a 'Restaurant-Bar Use'  
67 in an existing B-1 Zoning District for the property located at 3343 Parker Spur be read for a second time,  
68 seconded by Eagan. Motion carried and Bill No. 9634 was read for a second time. Councilman Parson  
69 moved that Bill No. 9634 be read for a third time, seconded by Schildroth. Motion carried and Bill No.  
70 9634 was read for a third and final time and placed upon its passage.

71 Before the final vote all interested persons were given an opportunity to be heard. \_Being no  
72 citizens who wished to speak, on roll call the Council voted: Siam yes, Harris yes, Manganelli yes, Eagan  
73 yes, Caputa yes, Schildroth yes, Mulcahy yes, Pagano yes and Parson yes. Whereupon the Chair declared  
74 Bill No. 9634 to have passed and said Bill became Ordinance No.8650.

75 Councilman Mulcahy moved to accept the application for a Request to transfer an existing Special  
76 Use Permit from Voss Automotive to Quick Stop Automotive, LLC for the operation of an automobile  
77 repair business located at 1685 N. Hwy 67, seconded by Siam. Motion carried. The transfer was  
78 accepted.

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

80 Councilman Schildroth introduced Bill No. 9638 an Ordinance authorizing a transfer of an existing  
81 Special Use from Voss Automotive to Quick Stop Automotive, LLC for the operation of an automobile  
82 repair business located at 1685 N. Hwy 67 and said Bill was read for the first time.

83 Councilman Mulcahy moved for a second for the purpose of hearing from the petitioner, seconded  
84 by Eagan. Motion carried. The petitioner stated the business would involve tire sales and installation  
85 as well as auto repair. The owner owns four other locations and wants to expand. He will provide the  
86 address of the other store locations to the City Clerk at the request of Councilman Eagan. The hours of  
87 operation will be from 9-5 and there will be no drop-off service. All tires will be stored inside the  
88 building.

89 Councilman Mulcahy moved that Bill No. 9638 be read for a second time, seconded by Schildroth.  
90 Motion carried and Bill No. 9638 was read for a second time. Councilman Mulcahy moved that Bill  
91 No. 9638 be read for a third time, seconded by Siam. On roll call the Council voted: Siam yes, Harris  
92 yes, Manganelli yes, Eagan yes, Caputa yes, Schildroth yes, Mulcahy yes, Pagano yes and Parson yes.

93 Having received the unanimous vote of all members present Bill No. 9638 was read for a third and final  
94 time and placed upon its passage.

95 Before the final vote all interested persons were given an opportunity to be heard. Being no  
96 persons who wished to speak, on roll call the Council voted: Siam yes, Harris yes, Manganelli yes,  
97 Eagan yes, Caputa yes, Schildroth yes, Mulcahy yes, Pagano yes and Parson yes. Whereupon the Chair  
98 declared Bill No. 9638 to have passed and said Bill became Ordinance No. 8651.

99 Councilman Schildroth introduced Bill No. 9639 an Ordinance adopting the budget for the City  
100 of Florissant for the fiscal year commencing on December 1, 2020 and ending on November 30, 2021  
101 and providing for its effective date and said Bill was read for the first time by title only.

102 Councilman Schildroth introduced Bill No. 9640 an Ordinance repealing ordinance No. 8182 and  
103 establishing a new compensation plan for part-time employees of the city of Florissant and containing an  
104 effective clause and said Bill was read for the first time by title only.

105 Councilman Schildroth introduced Bill No. 9641 an Ordinance amending Section 125.065.A “Job  
106 Classification and Grade Level” by adding certain job classifications and said Bill was read for the first  
107 time by title only.

108 Councilman Schildroth introduced Bill No. 9642 an Ordinance repealing ordinance no. 8574 and  
109 authorizing the Mayor of the City of Florissant to enter into a contract with the law firm of  
110 Lewis, Rice, represented by John M. Hessel for legal services for the City of Florissant commencing  
111 on December 1, 2020 and ending on November 30, 2021 and said Bill was read for the first time by  
112 title only.

113 The next item on the Agenda was Council Announcements.

114 Councilman Siam reminded everyone, in light of the continuing pandemic, to continue to wear  
115 masks, wash hands and socially distance even though it is difficult for everyone. He thanked all Veterans  
116 for their service.

117 Councilman Parson thanked Councilman Caputa and all the veterans who have served our country  
118 especially Lucia Greer, Florissant Veteran of the Year. He asked residents to remember the “Florissant  
119 Five” initiative and check on their neighbors and the elderly. He also asked people to support local  
120 businesses. St. Baldrick’s childhood cancer research program is having a fundraiser and he encouraged  
121 residents to check their website for details.

122 Councilwoman Pagano thanked Councilmen Parson and Caputa and all the Veterans and their  
123 families for their service. She attended the VFW wonderful service honoring the veterans who have

124 served our country. Councilman Pagano asked everyone to be patient with the construction going on at  
125 Dunn Road at 270 and added that progress was being made. There is a considerable amount of cross  
126 through traffic and speeding in the neighborhoods and she asked drivers to slow down and be careful.

127 Councilman Mulcahy congratulated the Bennett's, owners of Hendels Restaurant, for winning  
128 recognition as St. Louis Home Town Champions. He also thanked Councilmen Caputa and Parson and  
129 all the veterans for their military service. He thanked the VFW for their awesome ceremony honoring  
130 all veterans. He encouraged everyone to look at the new mural on the bike trail under Lindbergh and  
131 thanked all those involved in making it possible.

132 Councilman Caputa reminded everyone to secure their firearms and not leave guns in their  
133 vehicles. He encouraged residents to keep their porch lights on which acts as a deterrent to crime. He  
134 especially reminded residents not to leave their vehicles idling unattended. He thanked everyone who  
135 has served in the military including Councilman Parson and especially Lucia Greer, Florissant Veteran  
136 of the Year.

137 Councilman Eagan reminded residents to donate to the T.E.A.M. food pantry on St. Catherine.  
138 He agreed that the ceremony at the VFW honoring veterans was truly an awesome event and thanked all  
139 those who served, including Councilmen Parson and Caputa.

140 Councilman Manganelli wished all veterans Happy Veterans Day and thanked all those served.  
141 The event at the VFW was an awesome ceremony. He also thanked Councilmen Parson and Caputa for  
142 their service.

143 Councilman Harris stated that he was grateful to all veterans, his father and those  
144 Councilmembers who served in the military. He also thanked Councilman Siam for reminding people  
145 that it is so important to wear masks, wash hands and socially distance during this time. He encouraged  
146 everyone to get flu shots. Councilman Harris applauded the Hazelwood School District for a new  
147 campaign distributing 10,000 kits giving away PPE and thermometers this Saturday. Please join the  
148 Neighborhood Watch Program and stay involved. The Parks Department is collecting food items at both  
149 civic centers for those in need.

150 Councilman Schildroth announced that he would be holding a Ward 5 Zoom meeting and  
151 residents should receive postcards soon with the details. He thanked the Ron Scanlon for the VFW's  
152 fantastic program on Sunday. He congratulated Walk Kaiser and David Miller for their legacy awards  
153 and Lucia Greer on being named Florissant Veteran of the Year. He thanked Councilmen Caputa and  
154 Parson for their services and to all veterans.

155 The next item was Mayor Announcements.

156 The Mayor thanked all veterans for their sacrifice and service to our country and specifically  
157 Councilmen Parson and Caputa. He also thanked Mr. Scanlon for the ceremony held at the VFW Post,  
158 Lucia Greer on being named Florissant Veteran of the Year, and Mr. Kaiser and Mr. Miller for their  
159 legacy awards.

160 He congratulated the Bennett's on receiving the *Home Town Champion Award for Hendel's*  
161 *Restaurant*. Unfortunately, he announced the cancellation of the Senior New Year's Eve Party. On  
162 November 28, the city will host the annual Christmas tree lightening at City Hall.

163 The Council President stated that the next regular City Council Meeting will be Monday,  
164 November 23, 2020 at 7:30 pm.

165 Councilman Schildroth moved to adjourn the meeting, seconded by Eagan. Motion carried. The  
166 meeting was adjourned at 8:26 p.m.

167

168

169



Karen Goodwin, MPPA/MMC/MRCC  
City Clerk

170

171

172 The following Bills were signed by the Mayor:

173 Bill No. 9632 Ord. 8648

174 Bill No. 9633 Ord. 8649

175 Bill No. 9634 Ord. 8650

176 Bill No. 9638 Ord. 8651

177



CITY OF FLORISSANT  
BUDGET MINUTES  
NOVEMBER 4, 2020



Due to the Coronavirus (COVID-19) Pandemic, the Florissant City Council met in a virtual meeting through a Zoom platform on Wednesday, November 4, 2020 at 6:30 p.m. with Council President Schildroth 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: Parson, Siam, Harris, Manganelli, Eagan, Caputa, Schildroth, Mulcahy and Pagano. Also present was Mayor Timothy Lowery and City Clerk Karen Goodwin, A quorum being present the Chair stated that the Council Meeting was in session for the transaction of business.

Rebecca Zoll, Executive Director of North County Incorporated gave a presentation outlining the mission of NCI and the accomplishments the organization has made in recent years. The Council discussed the specific benefits to Florissant as well as North County and the cost of membership. Mrs. Zoll said she would provide additional information to the City Council so they could make an informed decision.

Todd Hughes, Public Works Director discussed the renovation project for the city buildings. He explained that most of the repairs were for energy efficiency upgrades. Councilman Caputa asked about the Senior Building. Mr. Hughes explained that the tuckpointing was done on the building but the roof was not included in the project.

Councilwoman Pagano asked about the leak at the Eagan Center. Mr. Hughes explained that the leak was not a faulty roof. The leak was some of the drainage pipes.

The Council discussed the energy efficiency project and what was included.

Council President Schildroth, in relation to the wrap up of the budget process, asked if there would be a significant turnback at the end of the year. Mrs. Johnson said there would be a turnback but she didn't have an exact number of what that would look like.

Mrs. Johnson stated that here was a change that needed to be made with regard to a part time receptionist that would be used in place of a full-time position and the hours would need to be increased \*\*from 35 hours to 65 hours with a savings of \$18,137. Councilman Eagan moved to make this adjustment, seconded by Parson, on voice vote, the motion carried.

The Council discussed North County Incorporated and the fees and asked the Mayor to work with Mrs. Zoll on a recommendation for the membership fees.

There being no further business to discuss, Councilman Schildroth moved to adjourn meeting, seconded by Eagan. Meeting adjourned at 8:07 pm.

---

Karen Goodwin  
City Clerk

From: Tobias <genandmarv@gmail.com>  
Sent: Thursday, November 19, 2020 10:07 AM  
To: Karen Goodwin  
Subject: Re: Citizen Communication-Agenda minutes Regarding CARES Funding

Marvin Tobias  
1826 Woodridge Lane  
Florissant, Mo. 63033.

To Mayor/City Council  
Subject: CARES/Community Block Grant CARES

St. Louis County allocated over \$40 million dollars from CARES funding for the Municipal Relief Program (MRP). Appendix A of the "Notice of Funding Opportunities" indicated that Florissant could receive up to \$3,586,958. Of those funds, \$1,793,479 have been released to the city. This information was conveyed at both the budget workshop as well as on the St. Louis County cares website.

(www.stlcorona.com). In addition, the city has received two payments from the CARES Community Grant. This information was provided upon request by Councilperson Mulcahy and Carol O'Meara and is also available on the HUD gov website. That site shows amounts of \$151,584 (4/02/2020) and \$242,211 (9/11/2020) being distributed.

I am aware that for the MRP per Bill No. 9624 (Council Meeting 9/28/2020) the council puts the task of creating and making decisions of disbursing those funds in the purview of the mayor. St. Louis county has placed several restrictions on the use of those funds as they pushed for municipalities to refer to the business and emergency funds that they created. Even with the limitation of funding, I think it would be beneficial to inform the citizens about the receipt of these funds and how they were allocated. With so many stressed and dealing with the fallout from COVID, information regarding what the city is doing with the funds it has received and how it is helping the city and its citizens get through this tough time would be proactive and transparent. As the website is limited in providing the information, maybe something could be mentioned in the Mayor's minute videos or create a council video, similar to what was done for the use tax last year. Even if it is just something letting the residents know that the block grant money has come in and the survey results are being used to come up with the best ways to help the city, would be positive. Again, being proactive and transparent is beneficial.

Thank you. .

**RESOLUTION OF THE FLORISSANT CITY COUNCIL AND MAYOR HONORING ANITA MOORE FOR HER 26 YEARS OF SERVICE, INCLUDING 22 YEARS AS THE DEPUTY CITY CLERK OF THE CITY OF FLORISSANT.**

WHEREAS, **Anita Moore** was a long-time resident of Florissant and raised her two daughters Sarah and Katie in Florissant; and

WHEREAS, **Anita** began her career with the City of Florissant in 1994 in the Public Works Department, moved to Community Development and finished out the past 22 years serving as the Deputy City Clerk; and

WHEREAS, **Anita** served as the liaison for the City's Safety Committee, served as a member of the Florissant Pension Committee, was a staff assistant to the Planning and Zoning Commission, and served as a member of the Florissant Historical Society; and

WHEREAS, **Anita** has always been dedicated to serving the City Council members, helping to keep them informed, processing requests and has always gone above and beyond to keep things running smoothly; and

WHEREAS, **Anita** became our resident expert in many areas, including in liquor licensing, and has processed over 100 liquor licenses each year for many years, taking customer service to the next level by guiding applicants through a complicated process; and

WHEREAS, **Anita** has always shown leadership in the City Clerk's Department as well as with all other departments, always stepping up when someone needed assistance and providing guidance and support to those around her; and

WHEREAS, after 26 Years, Anita has decided to retire on November 30th to spend more time with her daughters and grandchildren; and

WHEREAS Anita will be sincerely missed by her colleagues and friends within city hall and will always be remembered and acknowledged for her warmth and compassion, dedication and service.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FLORISSANT**, speaking for itself, staff and on behalf of all the citizens of the City of Florissant, that the City Council and Mayor express a sincere and heartfelt thank you to **Anita** for her outstanding service and wish you the best of luck in your well-deserved retirement.

Adopted this 23rd day of November, 2020

\_\_\_\_\_  
Keith Schildroth, Council President

\_\_\_\_\_  
Timothy J. Lowery, Mayor

ATTEST:

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

INTRODUCED BY COUNCIL AS A WHOLE  
NOVEMBER 23, 2020

RESOLUTION NO. 1021

**RESOLUTION OF THE FLORISSANT CITY COUNCIL AND MAYOR IN SUPPORT OF  
THE SCHOOL RESOURCE OFFICER PROGRAM (SRO)**

WHEREAS, the School Resource Officer program has been in existence since the mid 1950's in the United States; and

WHEREAS, the City of Florissant has always focused on building relationships with the students and staff of the Ferguson Florissant and Hazelwood School Districts to promote a safe learning environment; and

WHEREAS, the mission of the SRO program is to provide a safe and secure educational environment for the students, faculty/staff, and the citizens of the district through the partnership between the police department and the school districts; and

WHEREAS, the Student Resource Officers attend annual training specific to the job they do inside schools, which in large part is developing relationships with the students; and

WHEREAS, the Student Resource Officers serve as police officers first, but also serve as counselors of law-related issues and help to guide students to appropriate community services; and

WHEREAS, the Student Resource Officers assist the school administration with incidents that would have previously been referred to the local police department; and

WHEREAS, the SRO program has received several awards and SRO officers have received personal commendations for their efforts in the SRO program; and

NOW THEREFORE BE IT RESOLVED that the City Council and Mayor of the City of Florissant go on record to support the Student Resource Officer program and encourage it's continued efforts to keep our schools a safe and secure educational environment.

Passed and resolved this 23<sup>rd</sup> day of November, 2020.

---

Keith Schildroth, Council President

---

Timothy J. Lowery, Mayor

ATTEST:

---

Karen Goodwin, MPPA/MMC/MRCC,  
City Clerk

1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 9, 2020

3  
4 BILL NO. 9639

ORDINANCE NO.

5  
6 **AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF**  
7 **FLORISSANT FOR THE FISCAL YEAR COMMENCING ON**  
8 **DECEMBER 1, 2020 AND ENDING ON NOVEMBER 30, 2021 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, 2020 and  
15 ending November 30, 2021, 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, 2020.

18  
19 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2020.

20  
21  
22  
23 \_\_\_\_\_  
24 Keith Schildroth  
25 President of the Council  
26 City of Florissant

27  
28  
29 Approved this \_\_\_\_ day of \_\_\_\_\_, 2020.

30  
31  
32  
33 \_\_\_\_\_  
34 Timothy J. Lowery  
35 Mayor, City of Florissant

36 ATTEST:  
37  
38 \_\_\_\_\_  
39 Karen Goodwin, MPPA/MMC/MRCC  
40 City Clerk  
41

# City of Florissant, Missouri



## 2021

# Revised Budget

November 4, 2020 Budget Workshop Adjustments

955 rue St. Francois  
Florissant, Missouri 63031  
314-921-5700  
[www.florissantmo.com](http://www.florissantmo.com)

**City of Florissant, Missouri**  
**2021 Budget Message**

Honorable Members of the City Council and Citizens of the City of Florissant:

As Mayor of the City of Florissant, it is my responsibility to submit a proposed budget for the upcoming 2021 fiscal year. The proposed budget of just over \$37 million is submitted in compliance with Section 6.6 of the City Charter and Section 67.010 of the Missouri Revised Statutes. The 2021 proposed budget provides a complete financial plan for the general, capital improvement, park improvement, street, property maintenance, public safety, sewer lateral, and property revitalization funds.

This budget contains the framework to continue to operate the City in a professional manner while providing the high level of programs and services our residents expect. One of my goals with this proposed budget, as with past budget proposals, is to anticipate expenditures for the next fiscal year so as to reduce the need for supplemental appropriations, recognizing that it is impossible to eliminate them completely.

The COVID-19 global pandemic struck the United States in March 2020, and prompted national, state, and local responses including mandatory closure of non-essential businesses, stay-at-home orders, social distancing protocols, and other required and/or recommended restrictions and activities. In response to these mandates, the City of Florissant closed many city facilities, including City Hall, and implemented a shared work program whereby many city employees worked from home or received partial furloughs. As I continued to keep the essential functions of the government operational during the pandemic times, I made sure that we still delivered the best services to our residents in a safe and efficient manner. The health and safety of the residents of the city and city employees is paramount throughout this pandemic. As the restrictions eased, the city was able to re-open City Hall on September 14 and most of the employees are back to working their normal hours.

Since the city had no knowledge of the oncoming pandemic when the FY2020 budget was developed and approved, there were no provisions in that budget for reduced revenues or costs due to the pandemic. Consequently, the city will experience revenue shortfalls in FY2020 as compared to budget, primarily in the consumption taxes, such as sales tax, and in activities where admission fees are charged. Accordingly, the city reduced expenditures in all areas except public safety to partially compensate for the reduced revenues. While the restrictions due to the pandemic have eased, there will likely still be an economic impact well into FY2021. Careful consideration has been given to the expenditures in the budget so as to reduce the expenditures without decreasing the level of essential services provided by the city.

Projected revenue dictates the level of programs and services that can be funded. In this regard, some categories of revenue sources have produced less than anticipated results due to the continuing changes in technology, buying habits and State legislation. As a result those revenues have not kept pace with former expectations making it more challenging to fund the cost of services.

The City Administration and the City Council continue to review cost reduction and revenue generating strategies to allow Florissant's city government to continue to provide the level of services and programs that our residents have come to appreciate and expect without compromising the required reserve.

A healthy reserve is crucial to maintaining a consistent level of services and programs over time. Reserves provide the cushion necessary to bridge the fluctuations in the City's revenue streams from one year to the next. The general fund is projected to have a reserve balance of \$6.2 million at the end of the 2021 fiscal year. It is projected that the general fund will have a reserve balance of 26.8% of the proposed budget and above our policy of targeting a reserve balance of at least 10%.

Sales tax and Utility tax are two of the most substantial revenue sources in the General Fund. The City has experienced a decline in both of these consumer driven revenue streams over the last several years. Due to the uncertainty that the COVID-19 pandemic has brought, the 2021 Sales Tax is budgeted just under the 2019 actual at \$7,955,000. The Utility Tax continues to decrease each year and is budgeted with a reduction from the 2020 projected revenue at \$5,003,622.

Due to the continued reduction in Sales tax and Utility tax revenue, in conjunction with increased cost of providing services, the Proposed 2021 general fund budget reflects a deficit in the amount of \$1,445,671, which would require an appropriation from the General Fund Reserve.

Other Funds' 2021 Sales Tax revenue budget comparison to 2020 budget are anticipated to be at the same level as 2020 with no change:

- Public Safety Fund
- Capital Improvement Fund
- Park Improvement Fund
- Street Improvement Fund

Every Municipality is a service organization and at the heart of our ability to serve our residents is the effectiveness of our employees. Being the former Chief of Police I know firsthand the importance of appreciating the needs of our great employees.

In July 2014 a new pay plan was adopted by the City Council which gave all full-time employees a new pay schedule which provides for a 2% merit pay step increase. The 2021 proposed budget continues to provide a 2% merit increase to eligible personnel.

The budget proposal calls for increasing our minimum wage to stay with the Missouri minimum wage increase for the part-time employee schedule for January 2021. Seasonal will remain the same. This will allow the City to continue to stay competitive in our recruitment efforts and maintain necessary staffing levels.

It is recommended that the City will continue to pay 100% of employee health care premiums and 50% for dependent premiums. We have had some major claims and projected a 10% premium increase for 2021.

The City is experiencing increases in business insurance cost that affect the 2021 Budget. Workers Compensation premium is projected to increase 55% and Business, Law Enforcement, Property and Auto Insurance premiums are projected to increase 25%.

As Mayor, I intend to focus on economic development in Florissant by working with commercial developers, real estate brokers, and community stakeholders throughout our city and the greater North County area, in an effort to stimulate economic activity to benefit our businesses and residents.

If we are going to have continued economic development success, we will need to focus on key aspects of potential growth including enhancing Saint Francois Street, filling vacancies, and diversifying our business sectors. This will be accomplished through our economic development department using the implementation of a strategic plan. In order to acquire the strategic plan, economic development will partner with other city departments in writing a request for proposals from planning firms. This plan will enable our staff to move forward with enhancements regarding business growth as well as residential growth.

Some highlights of new business establishments that have opened this year include:

- 1) Planet Fitness
- 2) La Patisserie
- 3) Made by Lia
- 4) Freddy's
- 5) Edward Jones – Joe Meyer Office

Currently under construction:

- 1) Storming Crab
- 2) Club Car Wash (adjacent to old Lowes)
- 3) Discount Tire (adjacent to old Lowes)

Additionally, there are many exciting projects that are in the due diligence and planning phase and we are working with the developers to bring them to fruition. We can anticipate more public announcements this year, 2021 and beyond.

I believe the proposed budget presents a reasonable and conservative framework for continuing a high level of services given the issues facing the City, both now and in the future. Highlights of the proposed budget include the following:

- A. The Administration is still researching pension alternatives, including Lagers, in an effort to provide a total compensation package to be as competitive as possible to continue to attract and retain outstanding Florissant police officers.

- B. Throughout these difficult times in 2020 our Media Department has strived to broadcast positive and helpful messages and programming through all of our outlets. Our social media following has soared to over 25,000 followers collectively. The Florissant Media Department will continue their success in 2021 by continuing to film and promote positivity, commerce, activities and everything else that our wonderful city and its residents have to offer.
- C. The I.T. department had unique challenges in 2020. We've worked diligently to keep our employees connected while their work environments and needs have changed throughout the year. We have also continued to refine our wide area building-to-building network with cost saving measures and failover redundancies. Information Security has been enhanced with a new anti-spam application, new firewalls, increased policy restrictions, and quick resolutions to out-of-network phishing attacks.
- D. Continue to fully fund the salary plan for full-time non-uniformed personnel that the City Council passed in July 2014.
- E. The hours for part-time positions continue to be limited so that no part-time position will be regularly scheduled to work more than 29 hours per week.
- F. The Park Improvement budget includes:
- \$67,300 for the purchase of a Rotary Mower to assist with the maintenance at the Golf Course.
  - \$20,000 has been budgeted to remove the rocks adjacent to the Splash Pad and replace them with concrete.
  - \$30,000 has been budgeted to replace the fencing at Dunegant Park.
  - \$114,000 to replace zero turn mower and purchase wide area mower and Ventrac mower for Park Maintenance.
  - \$71,600 has been budgeted for the leasing of Parks Department vehicles.
  - \$735,395 has been budgeted to install an inclusive Playground at Manion Park for which \$525,000 will be reimbursed through the St. Louis County Municipal Parks Grants
- G. The City will continue to provide funding for programs the families of Florissant have come to know and love: The St. Louis Family Theater Series, Valley of Flowers Festival performers and the celebrated Music Under the Stars concert series.
- H. The proposed budget includes \$2,200,000 in funding for street, road, bridge and sidewalk work.
- Capital Improvement fund is budgeted for \$800,000 in street maintenance contracts including:
- Asphalt overlays and preservation and Concrete pavement slab replacement. \$50,000 will be used for routine bridge repair and \$50,000 will be used for annual sidewalk repair.

Proposition S, the street sales tax, will be the conduit for \$1,400,000 in street projects including:

- \$200,000 is budgeted to accomplish the St. Ferdinand and North Highway 67 project. These major street projects are facilitated under the auspices of a Federal public improvement grant through the East-West Gateway Council of Governments. The city will receive 80% or \$160,000 of the cost of the St. Ferdinand and North Highway 67 project back in grant revenue. The long-standing practice of utilizing grants to help fund projects for our bridges and roadways is a very cost-effective approach enabling Florissant to leverage the maximum value from tax collections.
- \$1,200,000 from the street sales tax will fund the continuous major street projects to restore curb and riding surfaces to like new condition. 2020 saw the replacement of Eldorado Drive, Florisota Drive, Jeanette Drive, Alberto Lane, Monterey Drive, Pompano Lane, St Edward Lane with new concrete pavement and Mc Nulty Drive with new curbs and asphalt surface.

I wish to thank Chief Fagan and his Command Staff, Public Works Director Todd Hughes and his staff, Parks Director Cheryl Thompson, and her staff and all of the Department Heads for their diligence and hard work in assisting the administration in the preparation of the proposed budget. I wish to thank Finance Director Kimberlee Johnson for the hard work and commitment to complete the 2021 budget and I commend all of the employees of the City of Florissant for their dedication to the residents of our City.

I look forward to discussing the proposed budget with the Florissant City Council and to continue to work together for the progress of our city.

Respectfully Submitted,

Timothy J. Lowery  
Mayor

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**FUND SUMMARIES**

<u>Page #</u>	<u>Dept #</u>	<u>Actual</u> <u>2019</u>	<u>Budget</u> <u>2020</u>	<u>Proposed</u> <u>2021</u>
<b>General Fund - 01</b>				
8 & 9	Revenues	\$ 22,538,447	\$ 22,555,612	\$ 21,693,391
<b>Expenditures</b>				
10	Administrative	\$ 2,925,978	\$ 2,962,104	\$ 3,092,451
11	Legislative	140,045	154,438	154,951
12	Information Tech (merged w/Media FY20)	730,566	653,115	665,640
13-14	Police	10,423,409	10,829,405	11,159,686
15	Municipal Court	594,945	624,487	616,428
16	Prosecuting Attorney	260,703	267,810	267,675
17	Housing Resource Center	45,126	52,794	59,435
18	Senior Services	171,683	213,429	208,924
19-20	Public Works (merged Health FY20)	3,958,122	4,037,016	3,635,545
21	Recreation-Theater	412,743	463,778	348,363
22	Recreation-Centers	1,620,090	1,889,138	1,688,484
23	Recreation-Summer Camp	88,340	190,004	142,949
24	Recreation-Bangert Pool	171,691	316,189	252,914
n/a	Recreation - Parks (moved to PIF FY20)	413,045	-	-
25	Recreation-Golf Course	780,424	924,865	845,617
	General Fund Expenditures	<u>\$ 22,736,910</u>	<u>\$ 23,578,572</u>	<u>\$ 23,139,062</u>
	Revenue over Expenditures	\$ (198,463)	\$ (1,022,960)	\$ (1,445,671)
<b>Capital Improvement Fund - 03</b>				
26-29	Revenue	\$ 3,794,618	\$ 3,497,000	\$ 3,907,054
	Expenditures	3,283,368	4,468,621	3,717,342
	Revenue over Expenditures	<u>\$ 511,250</u>	<u>\$ (971,621)</u>	<u>\$ 189,713</u>
<b>Park Improvement Fund - 09</b>				
30-36	Revenue	\$ 4,426,050	\$ 3,990,221	\$ 3,975,000
	Expenditures	5,121,077	4,783,382	4,553,752
	Revenue over Expenditures	<u>\$ (695,027)</u>	<u>\$ (793,161)</u>	<u>\$ (578,752)</u>
<b>Street Fund - 08</b>				
37-38	Revenue	\$ 1,536,543	\$ 3,285,440	\$ 1,660,000
	Expenditures	1,441,893	4,021,801	1,931,376
	Revenue over Expenditures	<u>\$ 94,650</u>	<u>\$ (736,361)</u>	<u>\$ (271,376)</u>

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

<u>Page #</u>		<u>Actual</u> <u>2019</u>	<u>Budget</u> <u>2020</u>	<u>Proposed</u> <u>2021</u>
<b>39-40 Sewer Lateral Fund - 04</b>				
	Revenue	\$ 590,537	\$ 509,000	\$ 509,000
	Expenditures	597,202	805,835	761,185
	Revenue over Expenditures	\$ (6,665)	\$ (296,835)	\$ (252,185)
<b>41 Property Revitalization Fund - 10</b>				
	Revenue	\$ -	\$ -	\$ -
	Expenditures	1,971	45,000	-
	Revenue over Expenditures	\$ (1,971)	\$ (45,000)	\$ -
<b>42 Court Building Fund - 14</b>				
	Revenue	\$ 87,665	\$ 149,000	\$ 132,000
	Expenditures	32,550	132,000	132,000
	Revenue over Expenditures	\$ 55,115	\$ 17,000	\$ -
<b>43-45 Public Safety Fund - 17</b>				
	Revenue	\$ 2,902,771	\$ 2,800,000	\$ 2,800,000
	Expenditures	2,823,053	3,036,284	2,898,160
	Revenue over Expenditures	\$ 79,718	\$ (236,284)	\$ (98,160)
<b>46 Property Maintenance Fund - 16</b>				
	Revenue	\$ 425,814	\$ 390,000	\$ 365,000
	Expenditures	362,763	388,000	396,170
	Revenue over Expenditures	\$ 63,051	\$ 2,000	\$ (31,170)
<b>Total Revenue - All Funds</b>		<b>\$ 36,302,445</b>	<b>\$ 37,176,273</b>	<b>\$ 35,041,445</b>
<b>Total Expenditures - All Funds</b>		<b>\$ 36,400,787</b>	<b>\$ 41,259,495</b>	<b>\$ 37,529,046</b>

**01 - GENERAL FUND - REVENUES**

	<u>Actual</u> <u>2019</u>	<u>Budget</u> <u>2020</u>	<u>Proposed</u> <u>2021</u>
<b><u>TAXES</u></b>			
Cigarette	\$ 106,216	\$ 108,000	\$ 105,000
Gasoline	1,651,166	1,648,000	1,641,276
Road & Bridge Taxes	547,822	542,000	540,000
Sales Tax	7,967,252	7,925,000	7,955,000
Utility Tax	<u>5,599,189</u>	<u>5,717,000</u>	<u>5,003,622</u>
Total Taxes	\$ 15,871,645	\$ 15,940,000	\$ 15,244,898

<b><u>LICENSES</u></b>			
Business	\$ 749,434	\$ 746,500	\$ 755,000
Liquor & Other Licenses	<u>59,441</u>	<u>61,000</u>	<u>60,000</u>
Total Licenses	\$ 808,875	\$ 807,500	\$ 815,000

<b><u>PERMITS</u></b>			
Building	\$ 441,856	\$ 463,000	\$ 420,000
Minimum Housing	421,624	430,000	425,000
Signs & Other Permits	<u>46,293</u>	<u>46,000</u>	<u>42,000</u>
Total Permits	\$ 909,773	\$ 939,000	\$ 887,000

<b><u>RECREATION - GOLF</u></b>			
Green Fees	\$ 204,774	\$ 235,000	\$ 235,000
Cart Fees	183,629	214,000	214,000
Pro Shop Sales	32,093	50,000	50,000
Concession Sales and Fees	106,394	138,000	138,000
Other- Rental Carts & Clubs	<u>9,127</u>	<u>8,400</u>	<u>8,400</u>
Total Golf	\$ 536,017	\$ 645,400	\$ 645,400

<b><u>RECREATION - OTHER</u></b>			
Rentals-Nature Lodge/Gym	\$ 34,543	\$ 30,000	\$ 30,000
Center Activity	265,425	277,000	277,000
Outdoor Pool Receipts	89,307	96,700	96,700
Rink	101,433	91,600	91,600
Parks & Rec Fees	206,006	213,900	213,900
Summer/Winter Camp Program	70,085	75,000	75,000
Theater	124,817	135,000	83,600
Concession Sales	<u>49,688</u>	<u>50,800</u>	<u>50,800</u>
Total Other Recreation	\$ 941,304	\$ 970,000	\$ 918,600
Total Recreation	\$ 1,477,321	\$ 1,615,400	\$ 1,564,000

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

	<b><u>Actual</u></b> <b><u>2019</u></b>	<b><u>Budget</u></b> <b><u>2020</u></b>	<b><u>Proposed</u></b> <b><u>2021</u></b>
<b><u>MISCELLANEOUS</u></b>			
Interest Income	\$ 118,612	\$ 70,000	\$ 70,000
Municipal Court	1,300,207	1,193,700	1,034,700
Other Miscellaneous	201,388	170,800	198,800
Property Maintenance Fees	201,919	200,000	200,000
Various: Claim Settlements, Ins Proceeds etc	392,805	0	0
Cable TV	596,540	603,000	550,000
Senior Citizen Trips/Luncheons	18,832	33,000	31,400
Grants & Reimbursement	<u>640,530</u>	<u>983,212</u>	<u>1,097,593</u>
Total Miscellaneous	<u>\$ 3,470,833</u>	<u>\$ 3,253,712</u>	<u>\$ 3,182,493</u>
Total Revenue	\$ 22,538,447	\$ 22,555,612	\$ 21,693,391
		Less Total Expenditures	<u>(23,139,062)</u>
		Equal Revenue Over/(Under) Expenditure	(1,445,671)
		Plus Estimated Beg Fund Bal	<u>7,644,215</u>
		Equal Estimated Ending Fund Bal	\$ 6,198,544

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**40 - ADMINISTRATIVE DEPARTMENT**

<u>Account</u>	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
4000-Salaries & Benefits	\$ 1,875,105	\$ 1,586,676	\$ 1,618,361
4021-Uniforms	-	-	100
4023-Postage & Printing	39,075	46,000	46,000
4024-Telecom/Computer	31,437	49,200	43,500
4031-Lease/ Rental Equip	34,679	44,000	44,000
4032-Office Expense	11,765	19,584	14,750
4042-Travel, Training & Certifications	8,447	22,250	17,500
4043-Organizational Dues	23,897	40,300	33,055
4050-Professional Services	292,074	393,368	399,360
4052-Programs & Events	28,181	80,540	60,700
4053-Advertising	4,656	6,500	6,000
4055-Insurance & Bonds	566,701	658,686	794,125
4058-Elected Official Expense	9,961	15,000	15,000
Total	\$ 2,925,978	\$ 2,962,104	\$ 3,092,451

**PERSONNEL SERVICES**

Full-time	\$ 983,838	\$ 1,130,000	\$ 1,143,620
Part-time	33,964	-	-
Overtime	6,794	7,000	7,000
Total Personnel Services	\$ 1,024,596	\$ 1,137,000	\$ 1,150,620

**PERSONNEL SCHEDULE**

<u>Office of the Mayor</u>		<u>Office of the City Clerk</u>	
Mayor	1.00	City Clerk/Legislative Asst	1.00
Gov't Affairs/Sr Comm Mgr	1.00	Deputy City Clerk	1.00
Executive Assistant to the Mayor	<u>1.00</u>	Receptionist	1.00
Total	3.00	Mailroom/Printing Clerk	1.00
		Duplicating Operator	<u>0.50</u>
		(shared w/Fin)	
<u>Finance Department</u>		Total	4.50
Director of Finance	1.00		
Assistant Director of Finance	1.00	<u>Economic Development Department</u>	
Accounting Clerk	5.00	Economic Dev. Coordinator	1.00
Acctg Specialist (shared with City Clerk)	<u>0.50</u>		
Total	7.50	<u>Community Development Office</u>	
		Comm. Dev. Coordinator	1.00
<u>Human Resources</u>			
Director of Human Resources	1.00	Full-time	18.00
Human Resource Specialist	<u>1.00</u>	FTE (Part-time/Seasonal)	0.00
Total	2.00	Full-time Elected Official	1.00
Total Personnel	<u>19.00</u>		

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**38 - LEGISLATIVE DEPARTMENT**

<u>Account</u>	<u>Actual</u> <u>2019</u>	<u>Budget</u> <u>2020</u>	<u>Proposed</u> <u>2021</u>
3800-Salaries & Benefits	\$ 125,100	\$ 127,438	\$ 127,951
3858-Elected Official Expense	<u>14,945</u>	<u>27,000</u>	<u>27,000</u>
Total	\$ 140,045	\$ 154,438	\$ 154,951

**PERSONNEL SERVICES**

Full-time		\$ -	\$ -
Part-time	105,612	105,612	106,000
Overtime		<u>-</u>	<u>-</u>
Total Personnel Services	\$ 105,612	\$ 105,612	\$ 106,000

**PERSONNEL SCHEDULE**

Council Members	<u>9.00</u>		
Total Personnel	<u><u>9.00</u></u>	Part-time Elected Officials	9.00

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**36 - IT/MEDIA DEPARTMENT**

<u>Account</u>	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
3600-Salaries & Benefits	\$ 404,684	\$ 405,454	\$ 410,140
3621-Uniforms	724	1,500	1,000
3624-Telecom/ Computer	171,152	177,661	190,000
3627-Gasoline	-	-	-
3629-Building & Grounds	9,815	-	-
3630-Equip & Vehicle Expense	382	-	-
3632-Office Expense	26,462	18,500	1,000
3633-Material & Supplies	2,386	-	-
3642-Travel, Training & Certifications	3,660	4,000	1,500
3644-License, Permits & Inspections		2,000	2,500
3650-Professional Services	111,301	44,000	14,000
3655-Advertising	<u>-</u>	<u>-</u>	<u>45,500</u>
<b>Total</b>	<b>\$ 730,566</b>	<b>\$ 653,115</b>	<b>\$ 665,640</b>

**PERSONNEL SERVICES**

Full-time	\$ 258,458	\$ 260,000	\$ 261,196
Part-time	6,834	-	-
Overtime		9,000	9,000
Contract Services	<u>41,488</u>	<u>30,000</u>	<u>25,000</u>
Total Personnel Services	\$ 306,780	\$ 299,000	\$ 295,196

**PERSONNEL SCHEDULE**

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

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**49 - POLICE DEPARTMENT**

<u>Account</u>	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
4900-Salaries & Benefits	\$ 11,029,876	\$ 9,749,054	\$ 10,206,886
Administrative Cross Charge recorded as Revenue prior to FY19	(1,624,804)	-	-
4921-Uniforms	108,884	101,000	101,000
4924-Telecom/Computer	306,228	340,500	264,500
4926-Utilities	46,416	50,000	48,000
4927-Gasoline	137,844	200,000	200,000
4929-Buildings & Grounds	65,346	74,600	35,600
4930-Equip & Vehicle Expense	37,201	50,151	47,900
4931-Lease/ Rental Equip	16,070	30,800	41,000
4932-Office Expense	32,802	46,000	46,000
4933-Material & Supplies	24,968	67,500	49,000
4942-Travel, Training & Certifications	96,504	87,600	87,600
4943-Organizational Dues	3,529	6,000	6,000
4950-Professional Service	7,500	7,500	7,500
4952-Programs & Events	-	18,700	18,700
4961-Capital Adds (will budget based on forfeitures)	<u>135,045</u>	<u>-</u>	<u>-</u>
Total	\$ 10,423,409	\$ 10,829,405	\$ 11,159,686

**PERSONNEL SERVICES**

Full-time	\$ 7,587,296	\$ 8,097,000	\$ 8,142,697
Part-time	236,280	250,000	223,000
Overtime	<u>385,410</u>	<u>336,000</u>	<u>348,000</u>
Total Personnel Services	\$ 8,208,986	\$ 8,683,000	\$ 8,713,697

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**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	1.92
Administrative Assistant	1.00
Clerk Typist	3.00
Class "C" Person	1.00
Custodian p/t	<u>0.73</u>
Total	24.05

Bureau of Field Operations

Captain	1.00
Lieutenant	6.00
Sergeant	5.00
Police Officer	64.00
Reserve Officer p/t	2.18
Clerk Typist	<u>1.00</u>
Total	79.18

Bureau of Investigations

Captain	1.00
Sergeant	2.00
Police Officer	10.00
Correction Officer	<u>5.00</u>
Total	18.00

			Full-time	118.40
Total Personnel	<u><u>123.23</u></u>	FTE (Part-time/Seasonal)		4.83

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**41 - MUNICIPAL COURT DEPARTMENT**

	Actual	Budget	Proposed
<u>Account</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
4100-Salaries & Benefits	\$ 552,366	\$ 557,337	\$ 575,413
4124-Telecom/Computer	26,945	43,200	15,000
4132-Office Expense	10,013	11,800	12,600
4142-Travel, Trainging & Certifications	3,209	4,550	4,550
4143-Organizational Dues	-	200	265
4150-Professional Service	<u>2,412</u>	<u>7,400</u>	<u>8,600</u>
Total	\$ 594,945	\$ 624,487	\$ 616,428

**PERSONNEL SERVICES**

Full-time	\$ 301,861	\$ 305,000	\$ 308,197
Part-time	80,809	94,000	94,000
Overtime		-	-
Contract Services	<u>28,773</u>	<u>18,128</u>	<u>18,000</u>
Total Personnel Services	\$ 382,670	\$ 417,128	\$ 420,197

**PERSONNEL SCHEDULE**

Municipal Court

Court Clerk	1.00
Deputy Court Clerk	1.00
Assistant Court Clerk - Court	4.00
Assistant Court Clerk - Court P/T	1.45
Custodian	<u>1.00</u>
Total	8.45

Elected Positions

Judge	1.00
<u>Appointed Positions - Contract Services</u>	
Provisional Judge	
Public Defender	

Total Personnel 9.45

Full-time	7.00
FTE (Part-time/Seasonal)	1.45
Elected Officials	1.00

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**35 - PROSECUTING ATTORNEY DEPARTMENT**

<u>Account</u>	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
3500-Salaries & Benefits	\$ 257,469	\$ 241,685	\$ 241,426
3524-Telecom/Computer	378	5,081	5,081
3532-Office Expense	863	2,000	2,000
3542-Travel/ Training/ Cert	1,903	3,900	3,900
3543-Organizational Dues	90	-	100
3550-Professional Services	-	<u>15,144</u>	<u>15,168</u>
Total	\$ 260,703	\$ 267,810	\$ 267,675
 <b>PERSONNEL SERVICES</b>			
Full-time	\$ 41,882	\$ 43,000	\$ 42,078
Part-time		-	-
Overtime		-	-
Contract Services	<u>195,436</u>	<u>180,300</u>	<u>180,300</u>
Total Personnel Services	\$ 237,318	\$ 223,300	\$ 222,378

**PERSONNEL SCHEDULE**

<u>Municipal Court</u>		<u>Appointed Positions - Contract Services</u>	
Prosecuting Attorney Clerk	<u>1.00</u>	Prosecuting Attorney	
Total	1.00	Assistant Prosecuting Attorney	
 Total Personnel	 <u><u>1.00</u></u>	Full-time	1.00
		FTE (Part-time/Seasonal)	0.00

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**37 - HOUSING RESOURCE CENTER DEPARTMENT**

<u>Account</u>	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
3700-Salaries & Benefits	\$ 42,873	\$ 50,344	\$ 56,985
3721-Uniforms	450	450	450
3732-Office Expense	968	1,000	1,000
3742-Travel, Training & Certifications	<u>835</u>	<u>1,000</u>	<u>1,000</u>
Total	\$ 45,126	\$ 52,794	\$ 59,435

**PERSONNEL SERVICES**

Full-time	\$ 27,715	\$ 35,000	\$ 34,726
Part-time	2,443	-	-
Overtime		<u>-</u>	<u>-</u>
Total Personnel Services	\$ 30,158	\$ 35,000	\$ 34,726

**PERSONNEL SCHEDULE**

Community Development Specialist f/t*	2.00		
Administrative Asst	<u>0.00</u>		
Total	2.00		
Total Personnel	<u><u>2.00</u></u>	Full-time	2.00
		FTE (Part-time/Seasonal)	0.00

\*50% of the wages and benefits for the full-time Community Development Specialist are paid out of Community Development Block Grant Funds.

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**39 - SENIOR SERVICES DEPARTMENT**

<u>Account</u>	<u>Actual</u> <u>2019</u>	<u>Budget</u> <u>2020</u>	<u>Proposed</u> <u>2021</u>
3900-Salaries & Benefits	\$ 125,079	\$ 147,194	\$ 152,304
3921-Uniforms	-	400	200
3926-Utilities	4,129	6,600	6,060
3929-Bldg. & Grounds	7,549	9,800	6,100
3932-Office Expense	1,339	2,000	2,000
3942-Travel, Training & Certifications	195	1,000	500
3950-Professional Services	-	-	-
3952-Programs & Events	31,892	44,935	40,260
3953-Publicity	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
Total	\$ 171,683	\$ 213,429	\$ 208,924

**PERSONNEL SERVICES**

Full-time	\$ 81,398	\$ 83,000	\$ 83,977
Part-time	9,888	24,000	26,000
Overtime	<u>137</u>	<u>-</u>	<u>-</u>
Total Personnel Services	\$ 91,423	\$ 107,000	\$ 109,977

**PERSONNEL SCHEDULE**

Senior Citizen Coordinator	1.00	Support Staff p/t	1.13
Clerk Typist	<u>1.00</u>		
Total Full-time	2.00		
		Full-time	2.00
Total Personnel	<u><u>3.13</u></u>	FTE (Part-time/Seasonal)	1.13

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

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

<u>Account</u>	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
4800-Salaries & Benefits	\$ 3,458,446	\$ 3,610,167	\$ 3,406,745
4821-Uniforms	10,588	13,800	13,000
4824-Telecom/ Computer	36,589	43,000	-
4826-Utilities	89,253	121,000	80,000
4827-Gasoline	67,048	90,000	65,000
4829-Bldg. & Grounds	18,377	-	-
4830-Equip & Vehicle Expense	12,091	-	-
4832-Office Expense	29,266	25,000	20,000
4833-Material & Supplies	58,743	-	10,000
4342-Travel, Training & Certifications	16,375	35,940	20,500
4343-Organizational Dues	1,392	4,800	4,800
4850-Professional Service	<u>159,954</u>	<u>93,309</u>	<u>15,500</u>
Total	\$ 3,958,122	\$ 4,037,016	\$ 3,635,545

**PERSONNEL SERVICES**

Full-time	\$ 2,555,722	\$ 2,733,000	\$ 2,557,220
Part-time	182,111	179,000	217,000
Part-time-Seasonal	25,566	60,000	52,000
Overtime	<u>94,860</u>	<u>110,000</u>	<u>110,000</u>
Total Personnel Services	\$ 2,858,259	\$ 3,082,000	\$ 2,936,220

**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	3.00
Equipment Maintenance Supv.	1.00
Equipment Maint. Mechanic	2.00
Laborers (snl)	<u>1.23</u>
Total	15.23

Sewer Lateral

GIS 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
Inspector/Code Enforcement	1.00
Building Maintenance Supervisor	1.00
Building Maintenance	2.00
Custodian	2.00
Custodian p/t	<u>0.73</u>
Total	7.73

Building Division

Building Commissioner	1.00
Plan Reviewer	1.00
Combination Comm. Inspector	1.00
Multi-Building Inspector	4.00
Prop. Maint & Housing Inspector	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>2.18</u>
Total	20.36

Health Department

Class "A" Foreman	1.00
Class "A" Person	1.00
Class "B" Person	1.00
Class "C" Person	5.00
Clerk Typist	2.00
Laborers (snl)	<u>1.23</u>
Total	11.23

Transportation

FLERT Bus Driver	2.00
FLERT Bus Drivers p/t	<u>1.85</u>
	3.85

	64.39		Full-time	55.00
Total Personnel		FTE (Part-time/Seasonal)		9.39

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**43 - RECREATION DEPARTMENT-THEATRE**

<u>Account</u>	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
4300-Salaries & Benefits	\$ 204,736	\$ 226,928	\$ 221,763
4321-Uniforms	225	250	300
4324-Telecom/Computer	-	6,250	6,250
4328-Merchandise Concessions	-	-	1,700
4329-Bldg. & Grounds	6,991	10,600	10,600
4332-Office Expense	13,406	10,200	8,700
4333-Materials & Supplies	-	-	1,200
4342-Travel, Training & Certifications	2,728	1,200	-
4343-Organizational Dues	-	650	-
4350-Professional Services	5,161	6,000	6,000
4352-Programs & Events	166,703	187,700	83,500
4353-Advertising	<u>12,793</u>	<u>14,000</u>	<u>8,350</u>
Total	\$ 412,743	\$ 463,778	\$ 348,363

**PERSONNEL SERVICES**

Full-time	\$ 141,868	\$ 147,000	\$ 137,624
Part-time	8,511	15,000	17,000
Overtime		<u>-</u>	<u>-</u>
Total Personnel Services	\$ 150,379	\$ 162,000	\$ 154,624

**PERSONNEL SCHEDULE**

Theater Manager	1.00	Clerk/Typist p/t	0.73
Assistant Theater Manager	1.00		
Technical Director	<u>1.00</u>		
Total	3.00		
Total Personnel	<u><u>3.73</u></u>	Full-time FTE (Part-time/Seasonal)	3.00 0.73

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**44 - RECREATION DEPARTMENT - CIVIC AND COMMUNITY CENTERS**

<u>Account</u>	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
4400-Salaries & Benefits	\$ 1,384,111	\$ 1,589,138	\$ 1,388,484
4426-Utilities	<u>235,979</u>	<u>300,000</u>	<u>300,000</u>
Total	\$ 1,620,090	\$ 1,889,138	\$ 1,688,484

**PERSONNEL SERVICES**

Full-time	\$ 472,576	\$ 496,000	\$ 438,020
Part-time	550,854	463,000	484,000
Part-time Seasonal (included in part-time in previous years)	14,090	206,000	64,000
Overtime	2,417	6,000	6,000
Contract Services	<u>100,140</u>	<u>111,500</u>	<u>100,000</u>
Total Personnel Services	\$ 1,140,077	\$ 1,282,500	\$ 1,092,020

**PERSONNEL SCHEDULE**

**Full Time:**

**Part Time/Seasonal:**

Superintendent of Recreation	1.00	Recreation Leaders II & III	6.28
Center Director I	2.00	Receptionists	3.23
Recreation Specialist	2.00	Custodians	3.34
Clerk Typist	2.00	Park Rangers	2.26
Custodian I	<u>3.00</u>	Rink Mgrs, Guards, Cashiers (snl)	2.78
Total	10.00	JJE Pool Manager, Head Guard	1.23
		JJE Pool Lifeguards	<u>3.68</u>
		Total	22.80
		Full-time	10.00
Total Personnel	<u><u>32.80</u></u>	FTE (Part-time/Seasonal)	22.80

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**45 - RECREATION DEPARTMENT - SUMMER CAMP**

<u>Account</u>	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
4500-Salaries & Benefits	\$ 88,340	\$ 190,004	\$ 142,949
<b>Total</b>	<b>\$ 88,340</b>	<b>\$ 190,004</b>	<b>\$ 142,949</b>

**PERSONNEL SERVICES**

Full-time	\$ -	\$ -	\$ -
Part-time		-	-
Part-time-Seasonal	82,063	167,500	125,000
Overtime		-	-
Total Personnel Services	\$ 82,063	\$ 167,500	\$ 125,000

**PERSONNEL SCHEDULE**

**Full Time:**

**Seasonal:**

		Directors	0.31
		Assistant Directors	0.55
		Playground Recreation Leaders	<u>4.97</u>
		Total	5.83
 		Full-time	0.00
Total Personnel	<u><u>5.83</u></u>	FTE (Seasonal)	5.83

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**46 - RECREATION DEPARTMENT - BANGERT POOL**

<u>Account</u>	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
4600-Salaries & Benefits	\$ 157,503	\$ 266,189	\$ 202,914
4626-Utilities	<u>14,188</u>	<u>50,000</u>	<u>50,000</u>
<b>Total</b>	<b>\$ 171,691</b>	<b>\$ 316,189</b>	<b>\$ 252,914</b>

**PERSONNEL SERVICES**

Part-time-Seasonal	\$ 142,992	\$ 232,000	\$ 178,000
Contract Services	<u>5,000</u>	<u>10,000</u>	<u>10,000</u>
Total Personnel Services	<b>\$ 147,992</b>	<b>\$ 242,000</b>	<b>\$ 188,000</b>

**PERSONNEL SCHEDULE**

**Full Time:**

**Part Time/Seasonal:**

Pool Manager	0.37
Head Guard	0.37
Lifeguards	5.24
Swim Team Manager	0.07
Swim Team Lifeguards	0.27
Concession Manager	0.33
Cashiers	<u>1.24</u>
Total	7.89

Total Personnel	<u><u>7.89</u></u>		Full-time	0.00
		FTE (Part-time/Seasonal)	7.89	

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**06 - RECREATION DEPARTMENT - GOLF COURSE**

<u>Account</u>	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
0600-Salaries & Benefits	\$ 408,268	\$ 511,395	\$ 477,718
0621-Uniforms	976	1,700	1,700
0623-Postage & Printing	1,047	1,700	1,000
0624-Telecom/Computer	2,437	-	-
0626-Utilities	42,815	50,000	45,000
0627-Gasoline	8,762	13,000	10,000
0628-Merchandise	70,726	80,000	65,000
0629-Bldg. & Grounds	104,902	111,000	95,000
0630-Equip & Vehicle Repairs	43,728	40,000	36,600
0631-Lease/ Rental Equip	76,131	90,000	90,204
0632-Office Expense	1,562	4,000	2,000
0642-Travel/ Training/ Cert	1,840	200	200
0643-Organizational Dues	1,345	1,700	1,575
0644-License,Permits & Inspections	1,330	1,870	1,820
0650-Professional Services	7,200	10,100	12,800
0653-Advertising	<u>7,355</u>	<u>8,200</u>	<u>5,000</u>
Total	\$ 780,424	\$ 924,865	\$ 845,617

**PERSONNEL SERVICES**

Full-time	\$ 163,397	\$ 178,000	\$ 183,961
Part-time	22,908	58,000	-
Part-time-Seasonal	136,975	165,000	181,000
Overtime		<u>-</u>	<u>-</u>
Total Personnel Services	\$ 323,280	\$ 401,000	\$ 364,961

**PERSONNEL SCHEDULE**

**Full Time:**

Course Operations:

Golf Clubhouse Manager	1.00
Asst. Golf Clubhouse Manager	1.00

Course Maintenance:

Golf Course Superintendent	1.00
Golf Course Laborer	<u>1.00</u>
Total	4.00

**Part-Time/Seasonal:**

Pro Shop Staff (snl)	1.46
Cart Attendants (snl)	1.62
Food & Beverage Staff (snl)	1.68
Groundskeeper I (snl)	<u>3.00</u>
Total	7.76

Total Personnel	<u><u>11.76</u></u>	Full-time	4.00
		FTE (Part-time/Seasonal)	7.76

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**03 - CAPITAL IMPROVEMENT FUND**

	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
<b><u>REVENUE</u></b>			
Capital Improvement Sales Tax	\$ 3,505,916	\$ 3,497,000	\$ 3,487,000
Interest	18,556	-	-
Miscellaneous Revenue	49,692	-	-
Grants & Reimbursements	<u>220,454</u>	<u>-</u>	<u>420,054</u>
Total Budgeted Revenue	\$ 3,794,618	\$ 3,497,000	\$ 3,907,054
		Less Total Budgeted Expenditure	<u>(3,717,342)</u>
		Equal Revenue Over/(Under) Expenditure	189,713
		Plus Estimated Beginning Fund Balance	<u>1,383,221</u>
		Equal Estimated Ending Fund Balance	\$ 1,572,934

**EXPENDITURES**

0320-Debt Payment	\$ 426,799	\$ 515,000	\$ 499,088
0314-Salary & Benefit Admin Cross Charge CIF		105,000	104,000
0324-Telecom/Computer	407	138,500	228,500
0329-Buildings & Grounds	45,080	217,500	189,500
0330-Equip & Vehicle Expense	184,343	211,000	206,500
0333-Material & Supplies	63,772	122,000	90,000
0334-Street Markings	26,699	22,500	22,500
0350-Professional Service	411,925	208,964	540,200
0351-Street Lighting	429,338	515,000	375,000
0352-Street Contracts	724,891	1,450,506	700,000
0353-Bridge Repair & Maint.	27,202	50,000	50,000
0354-Sidewalk Repairs	40,043	239,362	50,000
0355-Stormwater Projects	-	-	292,054
0361-Capital Additions	<u>902,869</u>	<u>673,289</u>	<u>370,000</u>
Total	\$ 3,283,368	\$ 4,468,621	\$ 3,717,342

**City of Florissant  
Capital Improvement Fund  
2021 Budget**

Acct #	Description	Budget 2020	Proposed Budget 2021
<b>REVENUES</b>			
4-03100	CAPITAL IMPROVEMENT SALES TAX	\$ 3,450,000	\$ 3,450,000
4-03110	CAPITAL IMPROVEMENT SALES TAX-T1	47,000	37,000
4-03200	INTEREST	-	-
4-03210	CAPITAL IMP. T1-INTEREST	-	-
4-03310	INSURANCE PROCEEDS	-	-
4-03514	GRANT REV - ST. DENIS PH 1 - DESIGN		128,000
4-03515	GRANT REV - MSD STORMWATER PROJ		292,054
	<b>TOTAL REVENUE</b>	<b>\$ 3,497,000</b>	<b>\$ 3,907,054</b>
<b>EXPENSES</b>			
5-03-20000	DEBT PAYMENT PRIOR 2019	\$ 4,000	\$ 5,000
5-03-20010	DEBT PAYMENT - 2011 COP	43,000	31,250
5-03-20020	DEBT PAYMENT - 2016 SOB	356,000	350,838
5-03-20030	DEBT PAYMENT - 2019 EQ LEASE/PURCHASE	112,000	112,000
	<b>TOTAL DEBT SERVICE</b>	<b>\$ 515,000</b>	<b>\$ 499,088</b>
5-03-14050	SALARY & BENEFIT CROSS CHARGE-CAP IMPRVMT	105,000	104,000
5-03-24030	INTERNET & FIBER CONNECTIVITY	108,000	150,000
5-03-24070	SOFTWARE PURCH & MAINT	30,500	78,500
5-03-29000	BLDG & GROUNDS MAINT & SUPPLIES - OTHER	25,500	22,500
5-03-29010	BLDG & GROUNDS MAINT & SUPPLIES - CITY HALL	50,000	40,000
5-03-29020	BLDG & GROUNDS MAINT & SUPPLIES - GOVT BLDG	10,000	8,000
5-03-29030	BLDG & GROUNDS MAINT & SUPPLIES - CITY GARAGE	20,000	15,000
5-03-29040	BLDG & GROUNDS MAINT & SUPPLIES - HEALTH BLDG	22,000	15,000
5-03-29050	BLDG & GROUNDS MAINT & SUPPLIES - POLICE BLDG		39,000
5-03-29070	SECURITY MAINT & EQUIP	90,000	50,000
5-03-30000	EQUIPMENT REPAIRS & MAINTENANCE	57,000	63,000
5-03-30010	VEHICLE REPAIRS & MAINTENANCE	136,000	130,000
5-03-30011	VEHICLE REPAIRS & MAINTENANCE - PARKS	10,000	-
5-03-30020	SMALL TOOLS-PURCH/ REPAIR & MAINT	8,000	13,500
5-03-33000	MATERIALS & SUPPLIES	122,000	90,000
5-03-33999	COVID-19 EXPENSES	-	
5-03-34000	STREET MARKINGS	22,500	22,500
5-03-50010	PROF SERV - OTHER	119,864	101,200
5-03-50020	PROF SERV - BANK FEES	600	500

**City of Florissant  
Capital Improvement Fund  
2021 Budget**

Acct #	Description	Budget 2020	Proposed Budget 2021
5-03-50031	PROF SERV - ACCTG/AUDIT	2,500	3,500
5-03-50045	PROF SERV - COMPUTER SERVICES	76,000	60,000
5-03-50050	PROF SERV - ENGINEERING	10,000	375,000
5-03-51000	STREET LIGHTING	515,000	375,000
5-03-52000	STREET CONTRACTS	1,450,506	700,000
5-03-53010	BRIDGE REPAIR & MAINT	50,000	50,000
5-03-54020	SIDEWALK REPAIRS	239,362	50,000
5-03-55000	STORMWATER PROJECTS	-	292,054
	TOTAL SERVICES	\$ 3,280,332	\$ 2,848,254
	TOTAL CAPITAL ADDITIONS	\$ 673,289	\$ 370,000
5-03-61360	CAPITAL ADDITIONS-INFO TECH/ MEDIA	101,995	67,500
	Servers, Computers, Network Equipment,		
	Misc Appliances, Software	60,000	50,000
	Cameras, & Video equip, new software,		
	services - Media	22,000	2,500
	Gov't Bldg - replace flooring, ACA access and		
	building maint		15,000
	Rollover 2019 Encumbrances	19,995	
5-03-61365	CAPITAL ADDITIONS -IT - Vehicle Leases	-	6,000
	Vehicle Leases FY20		6,000
5-03-61390	CAPITAL ADDITIONS-SENIOR CITIZEN	-	45,000
	Painting the exterior of Senior Center		15,000
	Window Replacement at Senior Center		30,000
5-03-61400	CAPITAL ADDITIONS-ADMIN	10,446	-
	Rollover 2019 Encumbrances	10,446	
5-03-61440	CAPITAL ADDITIONS-CIVIC CENTER JJE	55,000	-
	Sign for JJE & Theatre	55,000	
5-03-61470	CAPITAL ADDITIONS-PARKS	-	36,000

**City of Florissant  
Capital Improvement Fund  
2021 Budget**

Acct #	Description	Budget 2020	Proposed Budget 2021
	Christmas Tree		36,000
5-03-61480	CAPITAL ADDITIONS-PUBLIC WORKS	Sub-Total 283,848	67,500
	Ventrac Mowers	60,000	
	Trailer	10,000	
Capital Additions (continued)			
	3/4 Ton Truck	26,000	
	Small Tools	2,000	
	2 each 32" Stand on Mower	12,800	
	1 Each 3/4 ton Pickups \$25,000	25,000	
	Equipment lift for mower maintenance	7,500	
	Vehicle for Director 30,000	30,000	
	Health - 1 each Zero Turn 48" Mower	8,000	10,000
	Wheel Dolley w/battery power		8,500
	Misquito Fogger		15,000
	UTV for Highway trash cleanup		18,000
	(1) Mower boom attachment for Ventrac Mower (steep grade)		16,000
	Cap Add - PW Rollover 2019 Encumbrances	102,548	
5-03-61485	CAPITAL ADDITIONS - PW - Vehicle Leases	Sub-Total -	148,000
	Vehicle Leases FY20 (13 vehicles)		68,000
	Vehicle Leases FY21 (13 trucks)		80,000
5-03-61490	CAPITAL ADDITIONS-POLICE	Sub-Total 222,000	-
	Upgrade Existing locker room	100,000	-
	(4) New Vehicles @\$30,500 each	122,000	-
<b>TOTAL EXPENSES</b>		<b>\$ 4,468,621</b>	<b>\$ 3,717,342</b>
<b>NET OVER/UNDER</b>		<b>\$ (971,621)</b>	<b>\$ 189,713</b>

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**09 - PARK IMPROVEMENT FUND**

	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
<b><u>REVENUE</u></b>			
Park Improvement Sales Tax	\$ 3,415,085	\$ 3,450,000	\$ 3,450,000
Interest	11,409	4,000	-
Miscellaneous Revenue	9,096	4,821	-
Grant Revenue	<u>990,460</u>	<u>531,400</u>	<u>525,000</u>
Total Budgeted Revenue	\$ 4,426,050	\$ 3,990,221	\$ 3,975,000
		Less Total Budgeted Expenditure	<u>(4,553,752)</u>
		Equal Revenue Over/(Under) Expenditure	(578,752)
		Plus Estimated Beginning Fund Balance	<u>835,911</u>
		Equal Estimated Ending Fund Balance	\$ 257,159

**EXPENDITURES**

0900-Salaries & Benefits	\$ 1,638,940	\$ 1,827,622	\$ 1,767,103
0920-Debt Payment	897,101	974,000	975,819
0921-Uniforms	14,146	18,150	16,800
0924-Telecom/Computer	8,758	7,000	6,500
0926-Utilities	72,072	95,000	80,000
0927-Gasoline	48,261	60,500	50,000
0928-Merchandise-Concessions	31,051	36,600	36,250
0929-Buildings & Grounds	227,394	251,946	247,465
0930-Equip & Vehicle Expense	47,095	38,000	29,000
0931-Equip Rental/Lease	5,456	6,320	6,320
0932-Office Expense	22,621	29,400	22,500
0933-Material & Supplies	129,927	147,200	136,400
0942-Travel, Training and Certification	12,751	12,100	2,700
0943-Organizational Dues	2,670	2,000	3,300
0944-License, Permits & Inspections	6,924	11,890	11,250
0950-Professional Services	30,570	19,410	6,000
0952-Program & Events	70,379	77,700	68,200
0954-Publicity	20,844	28,500	40,350
0961-Capital Additions	<u>1,834,117</u>	<u>1,140,044</u>	<u>1,047,795</u>
Total	\$ 5,121,077	\$ 4,783,382	\$ 4,553,752

**PERSONNEL SERVICES**

Full-time	\$ 987,382	\$ 1,030,000	\$ 1,015,868
Part-time	25,295	95,000	60,000
Part-time Seasonal	84,110	97,000	70,000
Overtime	39,861	35,000	35,000
Contract Services	<u>43,925</u>	<u>72,000</u>	<u>74,000</u>
Total Personnel Services	\$ 1,180,573	\$ 1,329,000	\$ 1,254,868

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**PERSONNEL SCHEDULE**

**Full-time:**

Park Maintenance	
Parks Director	1.00
Administrative Assistant	1.00
Senior Ranger	1.00
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

**Part-time/Seasonal:**

Rangers	2.51
Park Maint. Laborers (snl)	<u>2.88</u>
Total	5.39

Total Personnel	<u><u>25.39</u></u>
-----------------	---------------------

Full-time	20.00
FTE (Part-time/Seasonal)	5.39

**City of Florissant  
Park Improvement Fund  
2021 Budget**

Acct #	Description	Budget 2020	Proposed Budget 2021
<b>REVENUES</b>			
4-09100	PARK IMPROVEMENT SALES T	\$ 3,200,000	\$ 3,200,000
4-09110	PARK IMP. SALES TAX-T1	250,000	250,000
4-09200	INTEREST	4,000	
4-09210	INTEREST-PIF SALES TAX-T		
4-09310	INSURANCE PROCEEDS	4,821	
4-09510	GRANT REV - STLCO SPLASH	525,000	-
4-09520	GRANT REV - STLCO PARK PLANNING GRANT	6,400	-
4-09540	GRANT REV - MANION PARK PHASE II	-	525,000
	<b>TOTAL REVENUE</b>	<b>\$ 3,990,221</b>	<b>\$ 3,975,000</b>
<b>EXPENSES</b>			
5-09-10010	FULL-TIME	\$ 1,030,000	\$ 1,015,868
5-09-10020	OVERTIME	35,000	35,000
5-09-10030	PART-TIME	95,000	60,000
5-09-10040	PART-TIME SEASONAL	97,000	70,000
5-09-13010	F.I.C.A.	96,161	90,336
5-09-13019	DB PENSION	43,379	33,108
5-09-13020	DC PENSION	92,408	100,877
5-09-13030	MEDICAL INS.	171,150	184,800
5-09-13040	DENTAL INS.	10,000	10,000
5-09-13050	LIFE INS.	7,500	7,000
5-09-13070	LONG TERM DIS.	5,000	5,000
5-09-13100	RESIDENCY INCENTIVE PROG	13,200	12,000
5-09-13120	WORKER'S COMPENSATION IN	59,824	69,114
5-09-16000	CONTRACT SERVICES	72,000	74,000
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>1,827,622</b>	<b>1,767,103</b>
5-09-20000	DEBT PAYMENT - Add'l expenses	5,000	5,000
5-09-20010	DEBT PAYMENT - COP	543,000	537,813
5-09-20020	DEBT PAYMENT - 2016 SOB	341,000	336,006
5-09-20030	DEBT PAYMENT - EQUIP LEASE PURCH SERIES 2019	85,000	97,000
	<b>TOTAL DEBT SERVICE</b>	<b>974,000</b>	<b>975,819</b>

**City of Florissant  
Park Improvement Fund  
2021 Budget**

Acct #	Description	Budget 2020	Proposed Budget 2021
5-09-21440	UNIFORMS - JJE	4,600	4,400
5-09-21441	UNIFORMS - JFK	1,000	1,000
5-09-21450	UNIFORMS-SUMMER CAMP	1,100	1,100
5-09-21460	UNIFORMS - BANGERT	2,800	2,800
5-09-21470	UNIFORMS - PARKS	8,650	7,500
5-09-24070	SOFTWARE PURCHASE & MAINT	6,000	6,000
5-09-24470	RADIO/WALKIE REPAIR & MA	1,000	500
5-09-26000	UTILITIES	95,000	80,000
5-09-27440	GASOLINE-CENTERS	5,500	5,000
5-09-27470	GASOLINE-PARKS	55,000	45,000
5-09-28400	MERCHANDISE-CONCESSIONS-SKATE	500	500
5-09-28440	MERCHANDISE-CONCESSIONS-CTRS	18,100	17,750
5-09-28460	MERCHANDISE-CONCESSIONS-BANGERT	18,000	18,000
5-09-29020	BLDG & GROUNDS- NATURE LODGE	4,000	4,000
5-09-29030	BLDG & GROUNDS MAINT-TREES	139,500	128,000
5-09-29440	BLDG & GROUNDS -JJE	51,671	44,550
5-09-29441	BLDG & GROUNDS -JFK	17,350	18,850
5-09-29442	BLDG & GROUNDS - JJE POOL	14,500	6,000
5-09-29460	BLDG & GROUNDS-BANGERT	3,025	24,165
5-09-29470	BLDG & GROUNDS - PARKS	21,900	13,900
5-09-29472	PARK PAVEMENT REPAIRS	-	8,000
5-09-30440	EQUIPMENT REPAIRS & MAIN - JJE	-	2,000
5-09-30470	EQUIPMENT REPAIRS & MAIN - PARKS	38,000	27,000
5-09-31460	EQUIPMENT RENTAL/LEASE-BANGERT	1,020	1,020
5-09-31470	EQUIPMENT RENTAL/LEASE-PARKS	5,300	5,300
5-09-32440	OFFICE EXPENSE - JJE	11,600	9,500
5-09-32441	OFFICE EXPENSE - JFK	5,300	5,000
5-09-32470	OFFICE EXPENSE - PARKS	12,500	8,000
5-09-33440	MATERIAL & SUPPLIES - JJE	11,300	8,800
5-09-33441	MATERIAL & SUPPLIES - JFK	17,100	14,400
5-09-33442	MATERIAL & SUPPLIES - JJE POOL	8,000	6,900
5-09-33443	MATERIAL & SUPPLIES -ICE RINK	7,000	8,150
5-09-33460	MATERIALS & SUPPLIES-BANGERT POOL	20,300	20,150
5-09-33470	MATERIALS & SUPPLIES-PARKS	83,500	78,000
5-09-33999	COVID-19 EXPENSES	-	-
5-09-42440	TVL,TRAINING,CERTS-JJE (CENTERS)	2,200	1,800
5-09-42450	TVL,TRAINING,CERTS-SUMMER CAMP	4,000	-

**City of Florissant  
Park Improvement Fund  
2021 Budget**

Acct #	Description	Budget 2020	Proposed Budget 2021
5-09-42470	TVL, TRAINING, CERTS-PARKS	5,900	900
5-09-43470	ORGANIZATIONAL DUES	2,000	3,300
5-09-44440	LIC, PRMT, INSP-JJE	7,150	7,100
5-09-44460	LIC, PRMT, INSP - BANGERT	4,740	4,150
5-09-50010	PROF SERV - OTHER	6,910	-
5-09-50020	PROF SERV-BANK FEE	10,000	1,000
5-09-50031	PROF SERV - ACCTG/AUDIT	2,500	3,500
5-09-50440	PROF SERV-JJE	-	1,500
5-09-50470	PROF SERV-PARKS	-	-
5-09-52070	JULY 4TH EVENTS	30,000	30,000
5-09-52440	PROG & EVENT EXP - JJE	31,500	25,000
5-09-52441	PROGRAM & EVENT EXP - JFK	3,000	3,000
5-09-52450	PROG & EVENT EXP - SUMMER CAMP	9,000	7,000
5-09-52470	PROGRAM & EVENT EXP. - PARKS	4,200	3,200
5-09-53010	PUBLICITY	28,500	40,350
	TOTAL SERVICE	841,716	763,035
	TOTAL PROGRAM SERVICES	3,643,338	3,505,957
 <b>CAPTITAL ADDITIONS (PARK IMPROVEMENT FUND):</b>			
5-09-61060	CAPITAL ADDITIONS-GOLF COURSE	Sub-Total 32,200	67,300
	Rotary Mower		67,300
	John Deere 2500E Cuty Hybrid	32,200	
5-09-61430	CAPITAL ADDITIONS-THEATRE	Sub-Total 5,000	-
	Replace Stage Floor w/Marley Dance Floor	5,000	
	<del>Theatre Lighting System \$60,000</del>		-
5-09-61440	CAPITAL ADDITIONS-JJE	Sub-Total 49,000	7,000
	<del>Sandblast and Paint Indoor Pool \$24000</del>	22,000	-
	Youth Lounge Furniture & Video Games	5,000	
	Replacement of DE Filters	22,000	
	Automatic Pool Vacuum		7,000

**City of Florissant  
Park Improvement Fund  
2021 Budget**

Acct #	Description	Budget 2020	Proposed Budget 2021	
Capital Additions (continued)				
5-09-61441	CAPITAL ADDITIONS - JFK	Sub-Total	10,500	20,000
	Replace Cable crossover machine	5,500		
	Youth Lounge Furniture & Video Games	5,000		
	<del>Replace two (2) treadmills \$57,000</del>			-
	Splash Pad -Replace rock w/concrete			20,000
5-09-61460	CAPITAL ADDITIONS-BANGERT POOL	Sub-Total	28,900	2,500
	<del>Refurbish Splash Pad \$20,000</del>	18,500		-
	Replace 15 yr old Diving Blocks	10,400		
	Replace pool motor			2,500
5-09-61470	CAPITAL ADDITIONS-PARK IMPROVEMENT	Sub-Total	870,676	765,395
	Install dugouts with concrete pads at St. Ferdinand fields 2,3,5,6	50,000		
	Replace St. Ferdinand Front Playground	75,000		
	St. Louis County Municipal Park Grant - enhance Splash Pad at Koch Park (reimbursed by the Park Grant Commission up to \$525,000 net expense \$84,000)	609,000		
	ORD 8598 2/10/20 - Sunset Trail fence at Cold Water Creek	14,676		
	Replace fence at Dunegant Park			30,000
	St. Louis County Municipal Park Grant- install inclusive playground at Manion Park (reimbursed by Park Grant Commission up to \$525,000 net expense \$210,395)			735,395
	Replacement of DE Filters	10,000		
	CAP ADD - Park Impr -Rollover 2019 encumbrances	112,000		

**City of Florissant  
Park Improvement Fund  
2021 Budget**

Acct #	Description	Budget 2020	Proposed Budget 2021
Capital Additions (continued)			
5-09-61471	CAPITAL ADDITIONS - PARK EQUIP	136,000	114,000
	Sub-Total	<u>136,000</u>	<u>114,000</u>
	Replace (1) zero turn mower	14,000	14,000
	(1) Wide Area Mower	65,000	65,000
	Replace Playgroun Van w/Truck	32,000	
	Replace R3 Tahoe with Mid-size Truck	25,000	
	Ventrac mower		35,000
5-09-61475	CAPITAL ADDITIONS- VEHICLE LEASES		71,600
	Sub-Total		<u>71,600</u>
	Existing leased vehicles (2020 FY)		21,600
	New leased vehicles (2021 FY)		50,000
5-09-61560	CAPITAL ADDITIONS - KOCH	7,768	-
	Sub-Total	<u>7,768</u>	<u>-</u>
	CAP ADD - Koch, Rollover 2019 Encumbrances	7,768	
	TOTAL CAPITAL ADDITIONS	1,140,044	1,047,795
	<b>TOTAL EXPENSES</b>	<u>\$ 4,783,382</u>	<u>\$ 4,553,752</u>
	<b>NET OVER/UNDER</b>	<u>\$ (793,161)</u>	<u>\$ (578,752)</u>

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**08 - STREET FUND**

	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
<b><u>REVENUE</u></b>			
Revenue	\$ 1,531,199	\$ 1,500,000	\$ 1,500,000
Interest	5,344	-	-
Grant Revenue	<u>-</u>	<u>1,785,440</u>	<u>160,000</u>
Total Budgeted Revenue	\$ 1,536,543	\$ 3,285,440	\$ 1,660,000
		Less Total Budgeted Expenditure	<u>(1,931,376)</u>
		Equal Revenue Over/(Under) Expenditure	(271,376)
		Plus Estimated Beginning Fund Balance	<u>642,984</u>
		Equal Estimated Ending Fund Balance	\$ 371,608
<b><u>EXPENDITURES</u></b>			
0814-Salary & Benefit Cross Charge - Street Fund	\$ -	\$ 255,000	\$ 256,376
0833-Material & Supplies	-	95,000	120,000
0852-Street Contracts	1,441,893	3,431,801	1,400,000
0861-Capital Additions	<u>-</u>	<u>240,000</u>	<u>155,000</u>
Total	\$ 1,441,893	\$ 4,021,801	\$ 1,931,376

**City of Florissant  
Street Fund  
2021 Budget**

Acct #	Description	Budget 2020	Proposed Budget 2021
<b>REVENUES</b>			
4-08100	REVENUE	\$ 1,500,000	\$ 1,500,000
4-08200	INTEREST	-	-
4-08510	GRANT REV - ST FERD & 67-Construction	165,182	160,000
4-08511	GRANT REV - N LAFAYETTE -Construction	1,620,258	-
	<b>TOTAL REVENUE</b>	<b>\$ 3,285,440</b>	<b>\$ 1,660,000</b>
<b>EXPENSES</b>			
5-08-14040	SALARY & BENEFIT CROSS CHARGE STREET FUND	255,000	256,376
5-08-33020	MATERIALS & SUPPLIES - SNOW & ICE REMOVAL	95,000	120,000
5-08-52000	STREET CONTRACT	1,406,478	1,200,000
5-08-52100	CONTRACTS - ST FERD & 67-Construction		200,000
5-08-52200	CONTRACTS - N LAFAYETTE-Construction	2,025,323	-
	Sub-Total	3,781,801	1,776,376
<b>CAPITAL ADDITIONS (STREET IMPROVEMENT FUND):</b>		Sub-Total	<u>\$ 240,000</u> <u>\$ 155,000</u>
5-08-61000	CAPITAL ADDITIONS		
	(1) TRUCK REPLACEMENTS		155,000
	STREET SWEEPER	240,000	-
	<b>TOTAL EXPENSES</b>	<b>\$ 4,021,801</b>	<b>\$ 1,931,376</b>
<b>NET OVER/UNDER</b>		<b>\$ (736,361)</b>	<b>\$ (271,376)</b>

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**04 - SEWER LATERAL FUND**

	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
<b><u>REVENUE</u></b>			
Revenue	\$ 565,996	\$ 500,000	\$ 500,000
Interest	24,541	9,000	9,000
Miscellaneous Revenue	-	-	-
Total Budgeted Revenue	\$ 590,537	\$ 509,000	\$ 509,000
		Less Total Budgeted Expenditure	(761,185)
		Equal Revenue Over/(Under) Expenditure	(252,185)
		Plus Estimated Beginning Fund Balance	1,174,686
		Equal Estimated Ending Fund Balance	\$ 922,501

**EXPENDITURES**

8000-Salaries & Benefits	\$ 357,000	\$ 371,000	\$ 392,450
8021-Uniforms	259	900	900
8024-Telecom/Computer	-	5,000	5,000
8027-Gasoline	6,650	14,000	10,000
8030-Equipment & Vehicle Expense	32,446	25,000	25,000
8032-Office Expense	1,718	3,000	2,500
8033-Material and Supplies	23,426	38,000	36,000
8042-Travel, Training & Certification	296	1,500	500
8043-Organizational Dues	-	335	335
8050-Professional Services	150,504	174,100	178,500
8055-Insurance & Bonds	-	15,000	15,000
8061-Capital Additions	24,903	158,000	95,000
Total	\$ 597,202	\$ 805,835	\$ 761,185

**City of Florissant  
Sewer Lateral  
2021 Budget**

Acct #	Description	Budget 2020	Proposed Budget 2021
<b>REVENUES</b>			
4-81100	SEWER LATERAL REVENUE	\$ 500,000	\$ 500,000
4-81200	INTEREST	9,000	9,000
	<b>TOTAL REVENUE</b>	<b>\$ 509,000</b>	<b>\$ 509,000</b>
<b>EXPENSES</b>			
5-80-14010	SALARY & BENEFIT CROSS CHG - SEW LAT	371,000	392,450
5-80-21000	UNIFORMS AND ALLOWANCES	900	900
5-80-24050	COMPUTER EQUIP, MAINT & SUPPLIES	5,000	2,500
5-80-24070	SOFTWARE PURCH & MAINT		2,500
5-80-27000	GASOLINE	14,000	10,000
5-80-30000	EQUIPMENT REPAIRS	19,000	19,000
5-80-30010	VEHICLE REPAIRS	6,000	6,000
5-80-32000	OFFICE SUPPLIES/PRINTING	3,000	2,500
5-80-33000	MATERIALS & SUPPLIES	38,000	36,000
5-80-42000	TRAVEL, TRAINING & CERTIFICATION	1,500	500
5-80-43000	ORGANIZATIONAL DUES	335	335
5-80-50020	PROFESSIONAL SERVICES-BANK FEES	1,000	-
5-80-50031	PROF SERV - ACCTG & AUDIT	2,100	2,500
5-80-50050	PROF SERV - SEWER LAT REPAIRS	125,000	135,000
5-80-50060	PROF SERV-SEWER LATERAL VIDEO	36,000	36,000
5-80-50070	PROF SERV - TREE REMOVAL	10,000	5,000
5-80-55000	INSURANCE, FIRE AND LIAB	15,000	15,000
5-80-61010	CAPITAL ADDITIONS	158,000	-
	New GMC 5500 w/plow to replace 2007 SL-13		80,000
	Pneumatic Shoring setup (Multiple Parts)		15,000
	<b>TOTAL EXPENSES</b>	<b>\$ 805,835</b>	<b>\$ 761,185</b>
<b>NET OVER/UNDER</b>		<b>\$ (296,835)</b>	<b>\$ (252,185)</b>

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**10 - PROPERTY REVITALIZATION**

	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
<b><u>REVENUE</u></b>			
Program Income	\$ -	\$ -	\$ -
Misc Income	-	-	-
Total Budgeted Revenue	\$ -	\$ -	\$ -
		Less Total Budgeted Expenditure	-
		Equal Revenue Over/(Under) Expenditure	-
		Plus Estimated Beginning Fund Balance	<u>638</u>
		Equal Estimated Ending Fund Balance	\$ 638
 <b><u>EXPENDITURES</u></b>			
1050-Professional Services	\$ 1,971	\$ 45,000	\$ -
Total	\$ 1,971	\$ 45,000	\$ -

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

<b>14 - COURT BUILDING FUND</b>	Actual	Budget	Proposed
	<u>2019</u>	<u>2020</u>	<u>2021</u>
<b><u>REVENUE</u></b>			
Revenue	\$ 87,665	\$ 149,000	\$ 132,000
Interest	<u>-</u>	<u>-</u>	<u>-</u>
Total Budgeted Revenue	\$ 87,665	\$ 149,000	\$ 132,000
		Less Total Budgeted Expenditure	<u>(132,000)</u>
		Equal Revenue Over/(Under) Expenditure	-
		Plus Estimated Beginning Fund Balance	<u>-</u>
		Equal Estimated Ending Fund Balance	\$ -
1420-Debt Service	<u>\$ 32,550</u>	<u>\$ 132,000</u>	<u>\$ 132,000</u>
Total	\$ 32,550	\$ 132,000	\$ 132,000

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**17 - PUBLIC SAFETY FUND**

	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
<b><u>REVENUE</u></b>			
Sales Tax Revenue	\$ 2,882,824	\$ 2,800,000	\$ 2,800,000
Interest	4,901	-	-
Miscellaneous Revenue	<u>15,046</u>	<u>-</u>	<u>-</u>
Total Budgeted Revenue	\$ 2,902,771	\$ 2,800,000	\$ 2,800,000
		Less Total Budgeted Expenditure	<u>(2,898,160)</u>
		Equal Revenue Over/(Under) Expenditure	(98,160)
		Plus Estimated Beginning Fund Balance	<u>542,342</u>
		Equal Estimated Ending Fund Balance	\$ 444,182

**EXPENDITURES**

1700-Salaries & Benefits	\$ 1,405,000	\$ 2,151,680	\$ 1,874,360
8024-Telecom/Computer			55,000
1726-Utilities	39,091	60,000	60,000
1729-Buildings & Grounds	27,515	25,000	25,000
1761-Capital Additions	<u>1,351,447</u>	<u>799,604</u>	<u>883,800</u>
Total	\$ 2,823,053	\$ 3,036,284	\$ 2,898,160

**City of Florissant  
Public Safety Fund  
2021 Budget**

Acct #	Description	Budget 2020	Proposed Budget 2021
<b>REVENUES</b>			
4-17100	REVENUE	\$ 2,800,000	\$ 2,800,000
4-17200	INTEREST	-	
4-17310	INSURANCE PROCEEDS	-	
	<b>TOTAL REVENUE</b>	<b>\$ 2,800,000</b>	<b>\$ 2,800,000</b>
<b>EXPENSES</b>			
5-17-14030	SALARY & BENEFIT CROSS CHG - PUB SAFETY	\$ 2,151,680	\$ 1,874,360
5-17-24070	SOFTWARE PURCH & MAINT		55,000
5-17-26000	UTILITIES	60,000	60,000
5-17-29000	BLDG.,MNTN., & SUPPLIES	25,000	25,000
5-17-33999	COVID-19 EXPENSES	0	0
5-17-61000	CAPITAL ADDITIONS	\$ 799,604	\$ 883,800
	EQUIPMENT:	Sub-Total	<u>348,100</u>
	Drone Equip to upgrade 2nd drone	18,000	10,000
	Mobile Video Surveillance	23,500	55,000
	Video Surveillance Trailer		70,000
	Interview Room Video Recording	7,000	10,000
	Mobile Car Computers/printers/devices	80,000	40,000
	Desktop/Laptops & related items	25,000	12,000
	Computer Backup & Security Software	20,000	20,000
	Replace Servers, Network Appliances, printers & devices	20,000	15,000
	All Purpose Traffic Barriers		10,000
	Fencing Project at Station	26,500	-
	Automatic Parking Access Gates at Police Station and Annex Buildings		195,000
	Upgrade Microsoft Office Server Licenses		10,000
	Four Mobil Radar Units		11,500
	Police K-9 dogs		15,000
	Ten Balistic Helmets		5,000
	Portable Mobil Radio Headsets		5,000
	Window Safety/Security Film		30,000
	Body Camera/In Car Annual Maint		40,000

Acct #	Description	Budget 2020	Proposed Budget 2021
Capital Additions - Equipment (continued)			
	Duty Weapons	15,000	0
	Tourniquets for Officer Belts	7,500	0
	LPR Cameras	10,000	0
	3D Total Station Add' Hardware/software	5,000	0
	Ballistic Shields for Patrol Vehicles	56,000	0
	(10) Portable Radios & related parts	33,500	0
	Police Bicycle	1,100	0
	VEHICLES: Sub-Total	<u>204,300</u>	<u>330,300</u>
	Purchase of (7) new vehicles and related equipment at \$36,000 each		234,500
	Purchase of (2) new Chevrolet Tahoe Police Vehicles and related equipment at 38,000		76,000
	Radio/Emergency equipment installation at \$2,200 each for (9) new vehicles.		19,800
	<del>(3) New Vehicles @ \$30,500 each</del>	91,500	0
	<del>Equipment for (7) new vehicles</del>	21,000	0
	<del>(2) New Chev Tahoes &amp; Related Equip</del>	72,000	0
	<del>(9) Radio Emergency Equip Installation</del>	19,800	0
	Rollover 2019 Encumbrances	247,204	
	<b>TOTAL EXPENSES</b>	<u>\$ 3,036,284</u>	<u>\$ 2,898,160</u>
	<b>NET OVER/UNDER</b>	<u>\$ (236,284)</u>	<u>\$ (98,160)</u>

City of Florissant Operating Budget  
December 1, 2020 through November 30, 2021

**16 - PROPERTY MAINT. FUND**

	Actual <u>2019</u>	Budget <u>2020</u>	Proposed <u>2021</u>
<b><u>REVENUE</u></b>			
Business License - Rental Property	\$ 408,859	\$ 373,000	\$ 350,000
Vacant Property Registration	<u>16,955</u>	<u>17,000</u>	<u>15,000</u>
Total Budgeted Revenue	\$ 425,814	\$ 390,000	\$ 365,000
		Less Total Budgeted Expenditure	<u>(396,170)</u>
		Equal Revenue Over/(Under) Expenditure	(31,170)
		Plus Estimated Beginning Fund Balance	<u>97,570</u>
		Equal Estimated Ending Fund Balance	\$ 66,400
 <b><u>EXPENDITURES</u></b>			
1600-Salaries & Benefits	\$ 361,000	\$ 373,000	\$ 386,170
1632-Office Expense	<u>1,763</u>	<u>15,000</u>	<u>10,000</u>
Total	\$ 362,763	\$ 388,000	\$ 396,170

1 INTRODUCED BY COUNCILMAN SCHILDROTH  
2 NOVEMBER 9, 2020

3  
4 BILL NO. 9640

ORDINANCE NO.

5  
6 **AN ORDINANCE REPEALING ORDINANCE NO. 8586 AND ESTABLISHING A**  
7 **NEW COMPENSATION PLAN FOR PART-TIME EMPLOYEES OF THE CITY**  
8 **OF FLORISSANT AND CONTAINING AN EFFECTIVE DATE CLAUSE.**

9  
10 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS  
11 COUNTY, MISSOURI, AS FOLLOWS:

12  
13 Section 1: Ordinance No. **8586** is hereby repealed.

14 Section 2: The wage range for various part-time employees of the City of Florissant is  
15 hereby established as follows:

16

	Grade	Start	Year 2	Year 3	Year 4	Year 5
Economic Development Director	P14	\$32.23				
Park Police/Bailiff	P13	\$27.54				
Multi-Building Inspector	P12	\$18.94	\$21.84	\$22.28	\$22.72	\$23.18
Dispatcher	P11	\$18.09	\$19.18	\$19.56	\$19.95	\$20.35
Building Inspector Code Enforcement	P10	\$16.13	\$18.33	\$18.70	\$19.07	\$19.45
Community Development Specialist Human Resources Specialist Engineering Technician HVAC Technicians Video Specialist	P9	\$14.96	\$15.89	\$16.21	\$16.53	\$16.86
Golf Pro Shop Manager Park Ranger Supervisor II Pool Manager Rec III-Facility Supervisor	P8	\$13.90	\$14.40	\$14.69	\$14.98	\$15.28
Head Lifeguard Laborers - Golf, Parks, Street Health Kennel person	P7	\$12.50	\$13.00	\$13.26	\$13.53	\$13.80
Accounting Clerk Assistant Court Clerk City Hall Cashier Secretary	P6	\$12.00	\$12.50	\$12.75	\$13.01	\$13.27
Lifeguard	P5	\$11.50	\$12.00	\$12.24	\$12.48	\$12.73
Bus Driver	P4	\$11.16	\$12.33	\$12.58	\$12.83	\$13.08

Clerk Typist						
Duplicating Equip. Operator						
File Clerk						
Park Ranger						
Permit Inspection Clerk						
Receptionist						
Senior Support Staff	P3	\$11.00	\$11.50	\$11.73	\$11.96	\$12.20
Custodian	P2	\$10.45	\$10.95	\$11.17	\$11.39	\$11.62
Rec II-Fitness Center Attendant	P1	\$10.30	\$10.80	\$11.02	\$11.24	\$11.46

17

18 Section 3: Part-time personnel are regularly scheduled employees who are not to exceed twenty-  
19 nine (29) hours of work per week.

20

21 Section 4: This ordinance shall become in force and effect as of January 1, 2021.

22

23 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

24

25

26

27

28

29

30

31

32

33

34

35

36

37

38

39

\_\_\_\_\_  
 Keith Schildroth  
 President of the Council  
 City of Florissant

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
 Timothy J. Lowery  
 Mayor, City of Florissant

ATTEST:

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

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

Date: 11/02/2020

Mayor's Approval:

Agenda Date Requested: 11/9/2020

Description of request:

Amend Part-time salary ordinance to reflect MO Minimum Wage increase to \$10.30/hour which will take affect January 1, 2021.

Department: Human Resources

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			

Public Hearing needed: <b>Yes / No</b>	Y/N	3 readings? : <b>Yes / No</b>	Y/N
	N		N

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: \_\_\_\_\_



## MEMORANDUM

---

**Date:** November 2, 2020  
**To:** Mayor Timothy J. Lowery and City Council  
**From:** Sonya D. Brooks-White, Director of Human Resources  
**Re:** 2021 Missouri Minimum Wage Increase for Part-time Employees

On the November 6, 2018, the State of Missouri had on the ballot Proposition B to increase minimum wage requirements by \$.85 cents an hour and reaching \$12.00 per hour by 2023. The requirement became effective January 2019. As a result, the City increased our minimum wage and we would like to continue to keep pace with other industries and organizations. **Effective January 1, 2021, the Missouri minimum wage will increase to \$10.30.** Therefore, the City would need to amend Ordinance 8586 which establishes the compensation plan for Part-time employees.

Department Heads have budgeted the necessary funds in their 2020-2021 proposals to reflect the increase in the minimum wage. Based on each position's duties and the previous rates, the increase will cause a major change in the scales to continue to distinguish skill levels and requirements. Hopefully, this will continue to help reduce our turnover rate with our part-time staff.

I recommend implementing the new minimum wage effective **January 1, 2021 for part-time employees only** (seasonal will not change). Let's stay competitive and continue to provide incredible services to our residents and guests of the City of Florissant.

If you need additional information or have any questions feel free to contact me.

1 INTRODUCED BY COUNCILMAN SCHILDROTH  
2 NOVEMBER 9, 2020

3  
4 BILL NO. 9641 ORDINANCE NO. 9641

5  
6 **AN ORDINANCE AMENDING SECTION 125.065.A “JOB**  
7 **CLASSIFICATION AND GRADE LEVEL” BY ADDING CERTAIN JOB**  
8 **CLASSIFICATIONS.**

9  
10 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
11 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

12  
13 Section 1: That Chapter 125.065 “Wage Increase and Schedule,” subsection A “Job  
14 Classification and Grade Level,” is hereby amended by adding the new position of “Deputy City  
15 Clerk” at the grade level of 5.  
16

<u>Job Classification</u>	<u>Grade Level</u>
Deputy Court Clerk	5

17  
18 Section 2: This ordinance shall become in force and effect immediately upon its passage  
19 and approval.

20 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2020.

21  
22  
23 \_\_\_\_\_  
24 Keith Schildroth  
25 President of the Council  
26 City of Florissant

27 Approved this \_\_\_\_ day of \_\_\_\_\_, 2020.

28  
29  
30 \_\_\_\_\_  
31 Timothy J. Lowery  
32 Mayor, City of Florissant

33 ATTEST:  
34 \_\_\_\_\_  
35 Karen Goodwin, MPPA/MMC/MRCC  
City Clerk



## MEMORANDUM

---

**Date:** October 14, 2020  
**To:** Mayor Timothy J. Lowery and City Council  
**From:** Debra Mills, Court Clerk   
**Re:** Amendment to Add Deputy Court Clerk Title

Enclosed you will find a request to amend our Classified Salary Ordinance to add the title of Deputy Court Clerk at a Grade 5.

For many years, the Municipal Court has operated without a Deputy Court Clerk. Most courts have a Deputy Court Clerk that can meet monthly deadlines, make sure requests are handled in a timely manner, and assist with questions and/or problems in the Court Clerk's absence.

The Deputy Court Clerk is required to be an active member of the Missouri Association for Court Administrators for 4 years and attend the Educational Conference yearly to obtain the certification by the committee. Elizabeth Allen started this journey in May of 2018 and will obtain this certification early Spring 2021.

With this change Elizabeth Allen would assume this position once she receives her certification in early Spring 2021. We are not adding an additional position to the Court. We would promote internally and make Elizabeth's position the Deputy Court Clerk instead of her current title of Assistant Court Clerk.

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

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

Date: 10/14/2020

Mayor's Approval:

Agenda Date Requested: 10/26/20 or 11/9/20

Description of request: Amendment to Add Deputy Court Clerk Title

Department: Municipal Court

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	N	3 readings? : Yes / No	Y

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

**Note:** Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned in to the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:  
 Introduced by: \_\_\_\_\_  
 PH Speaker: \_\_\_\_\_

# Job Description

## Deputy Court Clerk

City of Florissant, Missouri  
Municipal Court

### General Purpose of Position

The primary function of the Deputy Court Clerk position is to support the Court Administrator in managing the functions and staff assigned to the Municipal Court for the City of Florissant and serves as a lead worker for the Assistant Court Clerks.

### Major Duties and Responsibilities

These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Attends all court sessions and actively participates in the courtroom.
- Supervises municipal court in the Court Administrator's absence.
- Assists in training personnel.
- Manages the payment plans and sends show cause orders when the defendant fails to make payments on time.
- Manages the collection cases and processing of payments received from the collection agency.
- Tracks the number of cases on each docket and changes the court date when necessary.
- Balances the monthly bond account
- Assists with the clearing of each docket.
- Serves at all Court positions, cross training in every role and filling in as appropriate
- Other duties as assigned.

**Performs other duties as directed**

### Job Context

Status	Full-time
FLSA Status	Non-Exempt
Department	Municipal Court
Immediate Supervisor(s)	Municipal Court Clerk
Frequency of Supervision	Daily
Number of Supervised Employees	6, in Court Clerk absence
Type of Work Schedule	Regular hours, year-round
Frequency of Overtime	Rarely
Frequency of Night Work	Rarely – Primarily for Night Court
Shift Position	Not Applicable
On Call Status	Almost never
Percentage of Work Indoors	95%
Percentage of Work Outdoors	5%

Types of Accountabilities	Monetary, Fiscal, Safety, Legal
Exposure to Chemicals / Hazardous Materials	Almost never
Applicable Chemicals / Hazardous Materials*	Cleaning supplies, toner
Average Stress Level	Moderately high, varies with activities
Physical Work Associated With This Position**	Using a personal computer, sitting for long periods of time, reaching for files, bending, and carrying files

\*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**

- The person in this position must have a high school diploma or its equivalent with specialized course work in office practices such as typing and filing, and two years prior work experience in clerical, secretarial, paralegal or administrative work, or any equivalent combination of education and experience.
- Ability to effectively meet and deal with the public; ability to communicate effectively verbally and in writing; ability to handle stressful situations is vital for this position.
- REJIS/IMDS experience
- Show Me Courts experience
- Certification through the Missouri Association for Court Administration

### **Licenses and Certifications**

A valid driver's license is required

### **Knowledge, Skills and Abilities**

- Advanced knowledge of legal and court terminology
- Written and verbal communication skills
- Strong attention to detail and organizational skills
- Knowledge of municipal courts and related rules of order

Revised October 2020

1 INTRODUCED BY COUNCIL AS A WHOLE

2  
3 NOVEMBER 9, 2020

4  
5 BILL NO. 9642

ORDINANCE NO.

6  
7 **AN ORDINANCE REPEALING ORDINANCE NO. 8574 AND**  
8 **AUTHORIZING THE MAYOR OF THE CITY OF FLORISSANT**  
9 **TO ENTER INTO A CONTRACT WITH THE LAW FIRM OF**  
10 **LEWIS RICE, LLC, REPRESENTED BY JOHN M. HESSEL FOR**  
11 **LEGAL SERVICES FOR THE CITY OF FLORISSANT**  
12 **COMMENCING ON DECEMBER 1, 2020 AND ENDING ON**  
13 **NOVEMBER 30, 2021.**

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, 2020 and ending on the 30th day of November, 2021, 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, 2020.

26  
27  
28 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2020.

29  
30  
31 \_\_\_\_\_  
32 Keith Schildroth  
33 Council President

34  
35 Approved this \_\_\_\_ day of \_\_\_\_\_, 2020.

36  
37 \_\_\_\_\_  
38 Timothy J. Lowery  
39 Mayor, City of Florissant

40 ATTEST:

41  
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, 2020 and ending on November 30, 2021:

### 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, 2020.

LEWIS RICE LLC

CITY OF FLORISSANT

\_\_\_\_\_  
John M. Hessel

By: \_\_\_\_\_  
Timothy Lowery  
Mayor, City of Florissant

ATTEST:

\_\_\_\_\_  
Karen Goodwin, City Clerk, MMCA/MRCC

1 INTRODUCTION BY COUNCIL AS A WHOLE  
2 NOVEMBER 23, 2020

3  
4 BILL NO. 9643

ORDINANCE NO.

5  
6 AN ORDINANCE AMENDING CHAPTER 125 "PERSONNEL", ARTICLE  
7 V "COMPLAINTS AND GRIEVANCES" BY ADDING A NEW SECTION  
8 125.270 "CITIZENS POLICE REVIEW BOARD – COMPOSITION, DUTIES,  
9 AND PROCEDURES" AND RENUMBERING ACCORDINGLY.

10  
11 **Whereas** the Florissant City Council has received requests for the city to consider the creation  
12 of a Citizen Review Board; and

13 **Whereas** the Mayor created a committee to research and draft proposed legislation to include  
14 the composition, duties and procedures of a new Citizens Police Review Board; and

15 **Whereas** the committee held several meetings and unanimously approved bringing the  
16 proposed legislation to the City Council for approval; and

17 **Whereas** the Florissant City Council deems it to be in the City's best interest to create a new  
18 Citizens Police Review Board.

19  
20 **NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY**  
21 **OF FLORISSANT, MISSOURI,** as follows:

22  
23 **SECTION 1:** Chapter 125 "Personnel", Article V "Complaints and  
24 Grievances" of the Florissant Code of Ordinances is hereby amended by adding a new  
25 Section 125.270 to read as follows:

26  
27 **125.270 CITIZENS POLICE REVIEW BOARD-Composition, Duties, and Procedures.**

28 **A. Purpose.** The purpose of this article is to provide an accessible, respectful, independent and  
29 effective forum for community participation in the resolution of complaints by an independent  
30 process for review of actual or perceived misconduct by police officers thereby increasing the police  
31 department's accountability to the community and community trust in the police department.

32 **B. Definitions and rule of construction.**

33 The following definitions and rules of construction apply to this article:

34 *Aggrieved Person* means anyone who allegedly has been mistreated by a Florissant Police  
35 Department officer or employee.

36 *Board*, when not otherwise specified, means the Citizens Police Review Board.

37 *Complainant* means a person who files a complaint with the police department or with the  
38 city clerk or with the Board against a police officer or an employee of the police department.

39 *Complaint* means a written statement alleging misconduct of a police officer or employee of  
40 the police department involving interaction with the public.

41 *Misconduct* means any improper behavior by a Florissant police officer or employee of the

42 Florissant Police Department, including any violation of federal law, state law, city ordinance, city  
43 regulation or police department policy, guideline, directive, rule, regulation or order in effect at the  
44 time of the incident.

45 *Notice* shall be considered given when it is hand delivered or three (3) business days after it  
46 is mailed.

47 *Police officer* means a commissioned law enforcement officer, other than the chief of police,  
48 who has the power of arrest and who serves in the Florissant Police Department.

49 C. ***Establishment; membership; qualifications; terms; and removal.***

50 (1) The Citizens Police Review Board is hereby established.

51 (2) The Board shall consist of seven (7) members appointed by the city council upon  
52 recommendation of the Mayor. Members shall serve without compensation.

53 (3) . The City shall actively notify citizens to apply for appointment to the Board, and City  
54 Council members and citizens are encouraged to make recommendations to the  
55 Mayor about persons who should be considered for appointment to the Board based  
56 upon their independent, impartial, balanced views.

57 (4) At least five (5) of the Board members must be registered voters and either a resident  
58 of Florissant, or an owner of a business in Florissant, or a leader of a church or  
59 religious congregation in Florissant. Board members may not be employed by the  
60 city; have served in a law enforcement capacity in the past five (5) years; be a party  
61 to any pending litigation against the city, excluding traffic offenses; be a current  
62 elected public office holder; or have served as an elected public office holder in the  
63 past five (5) years; or be a candidate for elected public office; and the spouses of the  
64 foregoing persons. Board members should reflect the cultural and racial diversity of  
65 Florissant and demonstrate knowledge of issues pertaining to civil rights and the  
66 criminal justice system and police practices. Board members cannot have a serious  
67 criminal record. The Police Chief shall obtain a criminal history of all applicants for  
68 membership on the Board and advise the city council of any arrests and any  
69 convictions for violations of federal, state or local law.

70 (5) Three (3) of the members first appointed by the city council shall serve terms of two  
71 (2) years, two (2) shall serve terms of three (3) years and two (2) shall serve terms of  
72 four (4) years. Thereafter, members appointed by the city council shall serve terms  
73 of three (3) years. Vacancies shall be filled for unexpired terms in the same manner  
74 as the original appointments.

75 (6) The Board or the Mayor may recommend to the city council that a Board member be  
76 removed from the Board if the member persistently fails to perform the duties of  
77 office or has engaged in conduct that is detrimental to the City or the Board.

78 (7) No Board member may serve more than two (2) consecutive terms.

79 D. *Officers; meetings; quorum; rules.*

80 (1) The Board shall elect a chair and vice-chair from among its members. The term of  
81 these officers shall be one (1) year. The chair shall preside at meetings. The vice-  
82 chair shall preside when the chair is absent or otherwise unable to preside.

83 (2) The Board should meet at least monthly, and should meet as frequently as possible to  
84 perform its duties. When requested by the Board the Police Chief or the chief's  
85 designee shall attend Board meetings to serve as an informational resource for the  
86 Board. The Board shall provide an opportunity for public comment at each monthly  
87 meeting. The Board shall meet semi-annually with the chief of police to discuss  
88 issues of concern and to recommend ways that the police can improve their  
89 relationship with citizens. The Board may also make recommendations regarding  
90 policies, rules, hiring, training and the complaint process.

91 (3) Four (4) members shall constitute a quorum for conducting business.

92 (4) The Board may establish rules and procedures that do not conflict with this code or  
93 the rules and regulations governing internal affairs investigations.

94 (5) Board members shall follow the National Association for Civilian Oversight of Law  
95 Enforcement (NACOLE) Code of Ethics.

96 (6) All closed records provided to the Board shall remain a closed record and shall be  
97 returned to the City before adjourning any meeting.

98 E. *Administration and training.*

99 (1) The Chief of Police shall be the designated staff liaison for the Board, and a City staff  
100 member shall be provided to the Board to perform administrative duties, including  
101 providing information to the Board and keeping minutes of the meetings of the Board.

102 (2) An independent contractor that demonstrates knowledge of issues pertaining to civil  
103 rights, the criminal justice system and the police practices may be employed part-time  
104 to serve as a "Coordinator" to assist the Board in the preparation of the required  
105 reports and the preparation of recommendations to the Police Chief. The Coordinator  
106 may also assist in training of the Board members. The Coordinator shall be hired by  
107 the Mayor and shall not be a voting member of the Board.

108 (3) New Board members shall participate in orientation and training that includes review  
109 of the police professional standard unit's operating policies and procedures and a ride-  
110 along with police officers. Training shall also include topics suggested by NACOLE  
111 in its recommended orientation and training for Board members.

112 (4) After an appointment to the Board but before serving on the Board, Board members

113 shall participate in a ride-along with police officers for at least twenty-four (24) hours,  
114 with a least eight (8) hours ride-along occurring at night. Thereafter, Board members  
115 shall participate in a ride-along with police officers for at least sixteen (16) hours per  
116 year with at least four (4) hours ride-along occurring at night.

117 F. ***Duties.*** The Citizens Police Review Board shall have the following duties:

118 (1) Review the Police Chief's decisions on alleged misconduct based upon an external  
119 citizen complaint, as provided for in this Article.

120 (2) Conduct a jurisdictional review from the decision of the Police Chief that a  
121 complainant's allegations do not fall within the requirements set forth in this article  
122 related to complaints.

123 (3) Make recommendations to the Police Chief to consider pursuing a criminal  
124 investigation of a police officer or an employee of the police department.

125 (4) Host public meetings and educational programs for Florissant residents and the  
126 general public.

127 (5) Review and make recommendations to the Police Chief on police policies, procedures  
128 and training.

129 (6) Conduct reviews of the open records of the police department relating to any external  
130 citizen complaints for compliance with the requirements of this article.

131 (7) Prepare and submit to the city council annual reports that analyze citizen complaints  
132 including demographic data on complainants, complaint disposition and investigative  
133 findings, but such reports shall not include records or information which are closed  
134 under Chapter 610, R.S.Mo. The reports should also describe the Board's community  
135 outreach and educational programs. The reports should also set forth any  
136 recommendations made on police department policies, procedures and training. The  
137 reports shall be submitted no later than March 1 for the previous calendar year.

138 G. ***Internal affairs procedures; police officers and employees of the police department.***

139 (1) The Police Chief shall cause police department rules and regulations to be established  
140 that provide for internal affairs investigations. These rules and regulations must be  
141 consistent with the provisions of this article and Chapter 125 of the Florissant Code.

142 (2) Police department officers and employees of the police department under  
143 investigation shall have the following rights in connection with internal affairs  
144 investigations:

145 (a) The police officer or employee of the police department may provide a written  
146 or oral statement to an investigator before investigative findings are made.

147 (b) The police officer or employee of the police department may have an attorney

148 or Police Officer Association representative present during the interview to  
149 observe the interview, but such attorney or representative shall not be allowed  
150 to participate in the interview.

151 (c) When practicable, the interview of the police officer or employee of the police  
152 department shall be conducted during the employee's normal working hours.

153 H. ***Complaints; Police Chief decision on complaint; appeals to Board.***

154 (1) Complaints may be filed with the police department, the Board or with the city clerk  
155 only by the following:

156 (a) Any person who is an alleged victim of misconduct by a police officer or  
157 employee of the police department; or

158 (b) A family member on behalf of a minor child or an attorney of an alleged victim  
159 of misconduct by a police officer or employee of the police department; or

160 (c) Any person who witnessed alleged misconduct by a police officer or employee  
161 of the police department.

162 (2) The recipient of the complaints shall promptly forward complaints to the Police Chief,  
163 and the Police Chief shall notify the Board Chair of the nature of the complaint within  
164 forty-eight (48) hours of receipt of the complaint.

165 (3) Complaints must be filed within ninety (90) days from the date of the alleged  
166 misconduct, unless the complainant shows good cause for the delay in submitting the  
167 complaint, but in all circumstances, complaints must be filed within one (1) year of  
168 the alleged misconduct.

169 (4) The Board shall take no action on a complaint until the Police Chief has made a  
170 decision on the complaint, and the Police Chief typically will take no action on a  
171 complaint alleging misconduct when the police department is treating it as a criminal  
172 matter unless and until the investigating department determines that the officer's or  
173 police department employee's alleged conduct was not criminal or a prosecutor has  
174 declined to prosecute the alleged offense or a prosecution of the alleged offense has  
175 concluded.

176 (5) Unless the complaint has been withdrawn, resolved through mediation or the police  
177 officer or employee of the police department is no longer employed by the city, the  
178 complaint investigation process shall conclude with a decision by the Police Chief  
179 that the complaint is

180 (i) unfounded (acts complained of did not occur or were misconstrued);

181 (ii) not sustained (insufficient facts established to either prove or disprove  
182 the acts complained of);

- 183 (iii) sustained (sufficient facts established to prove misconduct); or  
184 (iv) the officer or employee of the police department is exonerated (acts  
185 complained of occurred but were justified, lawful and proper).

186 If the complaint is sustained, the Police Chief shall take appropriate disciplinary  
187 action.

188 (6) The Police Chief shall promptly give written notice of the decision and disciplinary  
189 action, if any, to the police officer or employee of the police department. The Police  
190 Chief shall also promptly give written notice of the decision to the complainant and  
191 whether disciplinary action was or was not taken. The notice shall also include  
192 information on the right to appeal and the manner of appealing the decision of the  
193 Police Chief to the Citizens Police Review Board.

194 (7) The police officer or the employee of the police department and the complainant have  
195 the right to appeal the Police Chief's decision to the Board. An appeal to the Board  
196 must be made in writing and delivered to the city clerk. The clerk must receive the  
197 appeal within twenty-one (21) days after the receipt of the notice of the Police Chief's  
198 decision. The appeal must be either hand-delivered to the office of the city clerk or  
199 sent to the city clerk by United States Mail, facsimile machine or electronic mail.

200 (8) When an appeal has been filed, the city clerk shall promptly notify all Board members  
201 and the Police Chief. The Police Chief shall promptly forward to each Board member  
202 a copy of all police department records pertaining to the complaint and the  
203 investigation of the complaint.

204 (9) The Board shall promptly meet to consider the appeal and shall act upon the appeal  
205 within ninety (90) days of its receipt of an appeal. If the Board does not act within  
206 ninety (90) days of the receipt of the appeal, the decision of the Police Chief shall be  
207 deemed to be affirmed.

208 I. ***Request for jurisdictional review.***

209 (1) Upon a written request, the Board shall conduct a jurisdictional review from the  
210 decision by the Police Chief that a person's allegations do not fall within the  
211 requirements set forth in this article related to complaints, including but not limited  
212 to:

213 (a) An appeal of a determination that the complaint or concern was untimely filed,  
214 as defined in Section 8(c).

215 (b) An appeal of a determination that the person failed to allege misconduct, as  
216 defined in Section 2.

217 (c) An appeal of a determination that the person does not meet the requirements  
218 set forth in Section 8(a).

- 219 (2) Requests for limited review pursuant to this section shall be filed with the city clerk  
220 within twenty-one (21) days after the person is given notice of the determination by  
221 the Police Chief.
- 222 (3) When a request for jurisdictional review has been filed, the city clerk shall promptly  
223 notify all Board members and the Police Chief. The Police Chief shall promptly  
224 forward to each Board member a copy of the person's allegations, any relevant police  
225 or city policies, records relating to any police investigation, and a copy of the Police  
226 Chief's written notice.
- 227 (4) The Board shall review the records provided to determine if the person timely filed a  
228 complaint within the meaning of this Article. The Board shall have the authority to  
229 request police department records pertaining to the complaint and the investigation of  
230 the complaint and the Police Chief shall respond to the Board's request for records  
231 within five (5) days by providing such documents or by providing a written  
232 explanation to the Board and the Mayor detailing the reasons why the documents will  
233 not be produced. In the event the Police Chief does not produce the records requested  
234 by the Board, the Board has the power and authority to seek the issuance of a subpoena  
235 from a Judge within the Twenty-First (21<sup>st</sup>) Judicial Circuit.
- 236 (5) The Board shall promptly meet to conduct its review and shall make a determination  
237 within ninety (90) days of its receipt of the written request. If the Board does not act  
238 within ninety (90) days of its receipt of the written request for jurisdictional review,  
239 the decision of the Police Chief shall be deemed to be affirmed.
- 240 (6) If the Board agrees with the Police Chief's determination, the Board shall notify the  
241 Police Chief, the police officer or employee of the police department, and the  
242 complainant of its determination. If the Board disagrees with the Police Chief and  
243 finds that the complainant has timely filed a complaint alleging misconduct, the Board  
244 shall notify the Police Chief, the police officer or the employee of the police  
245 department and the complainant. The Police Chief shall proceed with an investigation  
246 of the complaint.

247 J. ***Board review of Police Chief's decision on complaints and recommendation.***

- 248 (1) The Board shall review all of the Police Chief's decisions on complaints when an  
249 appeal is filed in accordance with Section 8 of this Article. In so doing, the Board  
250 shall review the record of the investigation, including but not limited to, any and all  
251 recorded, unedited interviews.
- 252 (2) The Board, as part of its review, may hear comments from the complainant, witnesses  
253 to the incident and police officers if such persons request that the Board do so.
- 254 (3) The Police Chief and all police officers shall cooperate with the Board in its review  
255 of the Police Chief's decision, but cooperation does not require a police officer or a  
256 witness to testify or make any statements to the Board.

- 257 (4) As part of the Board's review, the Board shall have the authority to request police  
258 department records pertaining to the complaint and the investigation of the complaint,  
259 and the Police Chief shall respond to the Board's request for records within five (5)  
260 days by providing such documents or by providing a written explanation to the Board  
261 and the Mayor detailing the reasons why the documents will not be produced. In the  
262 event the Police Chief does not produce the records requested by the Board, the Board  
263 has the power and authority to seek the issuance of a subpoena from a Judge within  
264 the Twenty-First (21<sup>st</sup>) Judicial Circuit.
- 265 (5) Any person who voluntarily appears before the Board shall be entitled to have an  
266 attorney or representative present with them.
- 267 (6) The Board shall provide timely updates on the progress of the review to the  
268 complainant and the police officer or employee of the police department, unless the  
269 specific facts of the review would prohibit such updates or the documentation or  
270 information is a closed record under Chapter 610, R.S.Mo.
- 271 (7) The Board may decline further action on its review of the decision of the Police Chief  
272 if it determines that the alleged acts of misconduct are false.
- 273 (8) The Board may request the Police Chief to order further investigation.
- 274 (9) After completing its review, the Board shall report its findings and recommendations  
275 to the Mayor, the Police Chief, the police officer or the employee of the police  
276 department and the complainant to the extent that the information in its findings and  
277 recommendations are not closed records under Chapter 610, R.S.Mo.
- 278 (10) If the Board agrees with the Police Chief's decision, it shall give notice to the police  
279 officer or the employee of the police department and the complainant that they have  
280 the right to appeal the chief's decision as provided in Section 11.
- 281 (11) If the Board recommends a disposition of the complaint other than the decision made  
282 by the Police Chief, the Police Chief shall have ten (10) business days to reconsider  
283 the original decision and either reaffirm or modify it. The Police Chief shall give  
284 written notice of the decision to the Board, the Mayor, the police officer or the  
285 employee of the police department, and the complainant to the extent that the  
286 information in his decision are not closed records under Chapter 610, R.S.Mo. The  
287 Police Chief shall also give notice to the police officer or the employee of the police  
288 department and the complainant that they have the right to appeal the Police Chief's  
289 decision as provided for in Section 11 or in Chapter 125, Article V, of the Florissant  
290 Code. If the Police Chief takes no action within ten (10) business days after the date  
291 of the Board's findings and recommendation, the original decision of the Police Chief  
292 is automatically reaffirmed and the Board shall give notice to the police officer, the  
293 employee of the police department and the complainant that they have the right to  
294 appeal the Police Chief's decision as provided for in Section 11 or in Chapter 125,

295

Article V, of the Florissant Code.

296 K. ***Appeals to the Mayor and Personnel Commission.*** After the Board's findings and  
297 recommendation or, if applicable, the Police Chief's decision after reconsideration, the police officer  
298 or the employee of the police department and the complainant shall have the right to appeal as  
299 follows:

300 (1) The police officer or employee of the police department may appeal the Police Chief's  
301 decision to the Personnel Commission in accordance with Chapter 125, Article V, of  
302 the Florissant Code if the officer or employee of the police department was suspended,  
303 demoted or discharged. The appeal shall be made by filing a written request with the  
304 city clerk for a hearing before the Personnel Commission. The request shall set forth  
305 the employee's grievance and reasons for appeal. The request must be filed within  
306 twenty-one (21) days after the officer or employee of the police department was given  
307 notice of the right to appeal. The hearing shall be held in accordance with the  
308 provisions of Chapter 125, Article V, of the Florissant Code. At the hearing, the  
309 complainant shall be allowed to testify to the facts of the incident and shall be allowed  
310 to express an opinion on the appropriate Personnel Commission action.

311 (2) The police officer or employee of the police department may appeal the Police Chief's  
312 decision to the Mayor if the discipline was other than suspension, demotion or  
313 discharge. The appeal shall be made by filing a written statement with the Mayor  
314 setting forth the employee's reasons for appeal. The request must be filed within  
315 twenty-one (21) days after receiving the notice of the right to appeal. The appeal shall  
316 be handled in accordance with the provisions of Chapter 125, Article V, of the  
317 Florissant Code. The Mayor shall give notice of the appeal to the complainant and  
318 afford the complainant the opportunity to discuss the matter with the Mayor.

319 (3) The complainant may appeal the Police Chief's decision to the Mayor. The appeal  
320 shall be made by filing a written statement with the Mayor explaining the reasons for  
321 the appeal. The request must be filed within twenty-one (21) days after the  
322 complainant was given notice of the right to appeal. The Mayor shall give notice of  
323 the appeal to the police officer or employee of the police department. The police  
324 officer or employee of the police department shall have fourteen (14) days after notice  
325 has been given to file a written response to the complainant's appeal with the Mayor.  
326 The police officer, the employee of the police department and the complainant shall  
327 not otherwise communicate with the Mayor concerning the complaint. If the  
328 employee has also appealed, the procedures of subsection (a) or (b) shall be followed.  
329 If the employee has not appealed, and the Mayor determines that the alleged facts  
330 merit more severe discipline involving the suspension, demotion or discharge of the  
331 police officer or employee of the police department, the employee may appeal the  
332 Mayor's decision to the Personnel Commission for a hearing following the procedures  
333 set forth in Chapter 125, Article V, of the Florissant Code. Otherwise, the Mayor may  
334 act on the appeal as the Mayor deems appropriate.

335 L. ***Open records and meetings.***

336 (1) Notwithstanding the provisions set forth herein, all records pertaining to complaints  
337 filed against police officers or employee of the police department alleging misconduct  
338 of the police officer or employee of the police department shall be closed records in  
339 accordance with Chapter 610, R.S.Mo.

340 (2) The Board shall meet in open session except as provided in (c).

341 (3) The Board shall meet in closed session to hear statements, discuss and investigate  
342 matters:

343 (a) That cannot be heard or discussed in an open meeting under state or federal  
344 law; or

345 (b) That involve the review of an appeal as provided for in Section 10;

346 (c) That would involve disclosure of the identity of an officer working  
347 undercover.

348 M. ***Obstructing Board operations.*** It shall be unlawful for any person, in any manner, to  
349 willfully intimidate, influence, impede, deter, threaten, harass, obstruct or prevent another person  
350 from freely, fully and truthfully cooperating with the Board.

351 N. ***Annual evaluation by council.*** Each year, after reviewing the Board’s annual report, the  
352 city council shall review the effectiveness of the Board and shall determine whether this article  
353 should be modified or repealed.

354 O. ***Availability of police policies.*** In accordance with Chapter 610, R.S.Mo. (commonly  
355 referred to as the “Sunshine Law”), the Police Chief shall make available to the city council,  
356 employees and the general public, upon request, all police department policies, guidelines, directives,  
357 orders, rules and regulations except those that would reveal tactics that would endanger the life of  
358 any police officer or would otherwise be a closed record under Chapter 610, R.S.Mo.

359

360 **SECTION 2.** Section 125.270 “Hearing Before Personnel Commission-Decision of Commission  
361 Final” is hereby renumbered as Section 125.275.

362  
363 **SECTION 3.** Section 125.275 “Grievance Procedure Under Title II of the American With  
364 Disabilities Act is here by renumbered as Section 125.180.

365

366 **SECTION 4.** Section 125.285 is reserved for future use.

367

368 **SECTION 5.** This Ordinance shall be in full force and effect from and after the date of its  
369 passage by the City Council.

370

371

372 PASSED ON THIS \_\_\_ DAY OF \_\_\_\_\_ .2020.

373

374

375

376

377

378

379 Approved:

380

381

382

383

384

385

386

387

388

\_\_\_\_\_  
Council President

\_\_\_\_\_  
Timothy J. Lowery, Mayor

Attest:

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

1 INTRODUCED BY COUNCILMAN EAGAN  
2 NOVEMBER 23, 2020

3  
4 BILL NO. 9644

ORDINANCE NO.

5  
6 **AN ORDINANCE OF THE CITY OF FLORISSANT, MISSOURI, AMENDING**  
7 **TITLE II “PUBLIC HEALTH, SAFETY AND WELFARE”, CHAPTER 210**  
8 **“OFFENSES”ARTICLE II “OFFENSES AGAINST THE PERSON” BY**  
9 **ADDING A NEW SECTION 210.200 “REGULATIONS CONCERNING**  
10 **LASER POINTERS”**

11  
12 WHEREAS, there has been a marked increase in the number of incidents of laser pointers being  
13 dangerously pointed at the eyes of individuals and most notably police officers; and

14  
15 WHEREAS, the Council of the City of Florissant believes it to be in the best interests of the citizens  
16 of Florissant to adopt regulations concerning laser pointers.

17  
18 **NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF**  
19 **FLORISSANT, MISSOURI, AS FOLLOWS:**

20  
21 SECTION 1. Title II “Public Health, Safety and Welfare”, Chapter 210 “Offenses”, Article  
22 II “Offenses Against The Person” is hereby amended by adding a new Section 210.200  
23 “Regulations Concerning Laser Pointers” to read as follows:

24  
25 **Section 215.680 Regulations Concerning Laser Pointers.**

26 *A. Definition.* A “laser pointer” shall be defined as any device which emits light amplified  
27 by the stimulated emission of radiation that is visible to the humane eye and designed to be  
28 used as a pointer or highlighter, to indicate, mark or identify a specific position or place,  
29 including, but not limited to, Class 2 lasers, Class 3a and 3b lasers, and Class 4 lasers. For  
30 purposes of this Section, any laser presently being used for medical, educational or other  
31 legitimate commercial use is not a “laser pointer”.

32 *B. Possession by Minors Prohibited.* It shall be unlawful for any person under the age of  
33 eighteen (18) to possess a laser pointer except in the residence of that person, or except  
34 when outside the person's residence the minor is under the direct supervision of adult school  
35 personnel, parent, guardian or employer. Outside the home of the minor, the adult providing  
36 direct supervision shall be physically present in the location where the minor is present.  
37 Except as allowed herein, all laser pointers in the possession of a minor are deemed to be  
38 contraband and are subject to seizure by any duly authorized Law Enforcement Officer and

39 shall be subject to forfeiture. No Law Enforcement Officer seizing such contraband shall be  
40 required to have a warrant or other legal process prior to effecting the seizure.

41 *C. Illumination of Persons Prohibited.* It shall be unlawful for any person to use a laser  
42 pointer in such a manner that the laser beam illuminates on another person or animal in the  
43 area of the head or body in such a manner as to harass or create a reasonable fear by that  
44 person that their sight or safety may be endangered.

45 *D. Illumination of Vehicle Operators Prohibited.* It shall be unlawful for any person to use a  
46 laser pointer in such a manner that the laser beam illuminates the driver or passenger of a  
47 motor vehicle.

48 *E. Illumination of Law Enforcement Officers Prohibited.* It shall be unlawful for any person  
49 to use a laser pointer in such a manner that the laser beam illuminates a uniformed Law  
50 Enforcement Officer or duly identified non-uniformed Law Enforcement Officer.

51 *F. Illumination of Inanimate Objects Prohibited.* It shall be unlawful to use a laser pointer in  
52 such a manner that the laser beam illuminates any inanimate object with the intent or result  
53 that a person will be annoyed or harassed by said illumination.

54 SECTION 2: This ordinance shall become in force and effect immediately upon its passage and  
55 approval.

56 ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

57 \_\_\_\_\_  
58  
59 Keith Schildroth  
60 President of the Council

61  
62 Approved this \_\_\_ day of \_\_\_\_\_, 2020.

63 \_\_\_\_\_  
64 Timothy J. Lowery  
65 Mayor

66  
67 ATTEST:

68 \_\_\_\_\_  
69 Karen Goodwin, MPPA/MMC/MRCC  
70 City Clerk

1 INTRODUCED BY COUNCILMAN MULCAHY  
2 NOVEMBER 23, 2020

3  
4 BILL NO. 9645

ORDINANCE NO.

5  
6 **AN ORDINANCE AMENDING TITLE III “TRAFFIC CODE” OF THE**  
7 **FLORISSANT CITY CODE, SCHEDULE V “PEDESTRIAN**  
8 **CROSSWALKS” TABLE V-A “PEDESTRIAN CROSSWALKS” BY**  
9 **ADDING THERETO ST. FRANCOIS AT BROWN STREET.**

10  
11 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS  
12 COUNTY, MISSOURI, AS FOLLOWS:

13  
14 Section 1: Title III “Traffic Code” of the Florissant City Code, Schedule V “Pedestrian  
15 Crosswalks”, Table V-A “Pedestrian Crosswalks” is hereby amended by adding:

16  
17 **St Francois at Brown Street**

18  
19 Section 2: This ordinance shall become in force and effect immediately upon its  
20 passage and approval.

21  
22 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

23  
24  
25 \_\_\_\_\_  
26 Keith Schildroth  
27 President of the Council  
28 City of Florissant

29  
30  
31 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

32  
33  
34 \_\_\_\_\_  
35 Timothy J. Lowery  
36 Mayor, City of Florissant

37  
38 ATTEST:

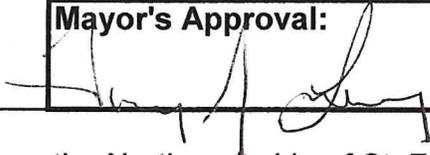
39 \_\_\_\_\_  
40 Karen Goodwin, MPPA/MMC/MRCC  
41 City Clerk

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

11/13/2020

**Mayor's Approval:**



Agenda Date Requested: 11/23/20

Description of request: Request to add crosswalk on the Northwest side of St. Francois at Brown Street

Department: Street

Recommending Board or Commission: Traffic Commission

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			
	Y/N		Y/N
Public Hearing needed: <b>Yes / No</b>	No	3 readings? : <b>Yes / No</b>	Yes

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

**Note:** Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned in to the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:

Introduced by: \_\_\_\_\_

PH Speaker: \_\_\_\_\_

**CITY OF FLORISSANT**

**MEMO**

TO: Todd Hughes  
Director of Public Works

DATE: November 13, 2020

FROM: Jason Timme  
Street Superintendent

SUBJECT: Request to Add Crosswalk - Northwest Side of  
St. Francois and Brown

The Traffic Commission reviewed the request to add a crosswalk at the northwest side of St. Francois and Brown at its November 10, 2020 meeting. The Traffic Commission made a recommendation to paint a crosswalk on the northwest side of St. Francois at Brown Street (see attached Minutes, Item 10/20).

Jason Timme said if you have ever looked at the ordinance, you have to kind of wade through it. It is a case-by-case basis. He said a lot of times it is when they are going to replace them. He will look at the sign and ask why is that sign there, or there is something just odd with it. He said he will go looking for the ordinance and there is no ordinance for that. He said at that point they are not putting the sign back up. If people complain they are told they can go back to the Traffic Commission and they can vote on whether the sign should be there or not.

Motion was made by Greg Keil to make a recommendation not to place no parking signs on Trotterway since the street is wide enough to accommodate the traffic. Zach Schneider also made a motion to investigate the signs that are already there to see if there is an ordinance for them. Motion was seconded by Kim Redden. On the roll call the commission voted: Donna Smith-Pupillo – yes, Greg Keil – yes, Pete Fischer – yes, Zach Schneider – yes, and Kim Redden – yes. Motion carried. Item 09/20 was dropped from the Agenda,

**10/20      REQUEST TO ADD CROSSWALK – NORTHWEST SIDE OF ST. FRANCOIS  
AND BROWN  
Approved  
Ward 6**

Request was made to add a crosswalk on the northwest side of St. Francois and Brown Street. Request was made by Todd Hughes, Director of Public Works, October 14, 2020. Jason Timme said this is a weird one. This is sort of along the same lines as what we just talked about. There are ordinances for crosswalks. We have a lot of crosswalks right now that don't actually fall under the ordinances for crosswalks. This is one of them. There was one there at one point in time. He said we started painting those green fleur-de-lis ones and that one never got painted after the street was resurfaced. He said there are stop for pedestrians signs up there, but the crosswalk

never got repainted. He said he had a request from Historic Florissant to get that crosswalk put back in because a lot of people cross right there. He said if we put the crosswalk back in, then we are going to do it in the green. Everyone agreed that the green ones look good. Jason Timme said it looks good but is a lot harder to do and it is a little more expensive, but yes, they do look good. He said before we did this Todd Hughes, the Director of Public Works, suggested we put it through the Traffic Commission just to vote on it so we can put in. Zach Schneider asked if the ordinance was already there. Jason Timme told him the ordinance is not there. That was the problem. There is no ordinance for that crosswalk. Kim Redden said because they have the parking lot across the street from the City Diner and some of those other businesses, it only makes sense to have a crosswalk there. Donna Smith-Pupillo agreed that it only makes sense to have a crosswalk there. Jason Timme said he thinks the crosswalk at Boone right by City Hall doesn't have an ordinance either. Jason Timme said technically it is at a stop sign. There was some discussion as to the technicality of the sidewalks and it was stated that there are handicap ramps at the crosswalk. Greg Keil said what if we approve this and there is no ordinance. He was told the City Council would have to approve it. Jason Timme said he doesn't know if they are technically ordinances. They just fall under a category in our ordinance book for crosswalks. He said it would fall into that category. We paint a lot of crosswalks every year and there aren't as many in the ordinances as we paint. He said we paint a lot of them.

Motion was made by Kim Redden to make a recommendation to paint a crosswalk on the northwest side of St. Francois and Brown Street. Motion was seconded by Pete Fischer. On the roll call the commission voted: Donna Smith-Pupillo – yes, Greg Keil – yes,

Pete Fischer – yes, Zach Schneider – yes, and Kim Redden – yes. Motion carried. Item 10/20 was dropped from the Agenda.

**MISCELLANEOUS:**

There was a discussion to ask the Mayor to remove and replace Allen Bluiett from the Traffic Commission since he does not come to the meetings.

It was noted that Greg Keil was reappointed to the Traffic Commission as a member from Ward 4.

Next Traffic Commission meeting is scheduled for December 8, 2020.

**ADJOURNMENT**

No other items were brought before the Commission this evening. The meeting was adjourned.

For the Chairman  
Mayor's Advisory Traffic Commission



MaryAnn Fitzpatrick  
Recording Clerk