



**AGENDA REVIEW MEETING
CHESTERFIELD CITY COUNCIL
Monday, February 4, 2019
6:30pm**

- I. Planning and Public Works Committee** – Chairperson Michelle Ohley-Ward IV
 - A. Bill No.3226** – Vector Control Services Contract **(Second Reading)**
 - B. Bill No.3228** – P.Z. 07-2018 City of Chesterfield (Unified Development Code – Article 3) **(Second Reading)**
 - C. Next Meeting – February 7, 2019 (5:45pm)**
- II. Finance and Administration Committee** – Chairperson Barbara McGuinness-Ward I
 - A. Three Year Agreement with Daniel Jones & Associates for Auditing**
 - B. CGI Community Showcase Video Program**
 - C. Next Meeting – February 25, 2019 (5:30pm)**
- III. Parks, Recreation and Arts Committee** – Chairperson Dan Hurt-Ward III
 - A. Darcy Capstick – Emeritus Status**
- IV. Public Health and Safety Committee** – Chairperson Ben Keathley-Ward II
- V. Report from the City Administrator** – Mike Geisel
 - A. Bid Recommendation** – 2018 Accessible Sidewalk Ramp Improvement Project) **Roll Call Vote**
- VI. Unfinished Business** – Mayor Bob Nation
- VII. New Business** – Mayor Bob Nation
- VIII. Adjourn** –

NOTE: *City Council will consider and act upon the matters listed above and such other matters as may be presented at the meeting and determined to be appropriate for discussion at that time.*

Notice *is hereby given that the City Council may also hold a closed meeting for the purpose of dealing with matters relating to one or more of the following: legal actions, causes of action, litigation or privileged communications between the City's representatives and its attorneys (RSMo 610.021(1) 1994; lease, purchase or sale of real estate (RSMo 610.021(2) 1994; hiring, firing, disciplining or promoting employees with employee groups (RSMo 610.021(3)1994; Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups (RSMo 610.021(9) 1994; and/or bidding specification (RSMo 610.021(11) 1994.*

PERSONS REQUIRING AN ACCOMMODATION TO ATTEND AND PARTICIPATE IN THE CITY COUNCIL MEETING SHOULD CONTACT CITY CLERK VICKIE HASS AT (636) 537-6716, AT LEAST TWO (2) WORKDAYS PRIOR TO THE MEETING.



AGENDA
CHESTERFIELD CITY COUNCIL MEETING
Chesterfield City Hall
690 Chesterfield Parkway West
Monday, February 4, 2019
7:00PM

- I. CALL TO ORDER** – Mayor Bob Nation
- II. PLEDGE OF ALLEGIANCE** – Mayor Bob Nation
- III. MOMENT OF SILENT PRAYER** – Mayor Bob Nation
- IV. ROLL CALL** – City Clerk Vickie Hass
- V. APPROVAL OF MINUTES** – Mayor Bob Nation
 - A. Executive Session Minutes** – January 23, 2019
 - B. City Council Meeting Minutes** – January 23, 2019
- VI. COMMUNICATIONS AND PETITIONS** – Mayor Bob Nation
- VII. INTRODUCTORY REMARKS** – Mayor Bob Nation
 - A. Thursday, February 7, 2019** – Planning and Public Works (5:45 pm)
 - B. Monday, February 11, 2019** – Planning Commission (7pm)
 - C. Wednesday, February 20, 2019** – Next City Council Meeting (7pm)
 - D. Monday, February 25, 2019** – F&A Committee Meeting (5:30pm)
- VIII. APPOINTMENTS** – Mayor Bob Nation

IX. COUNCIL COMMITTEE REPORTS

A. Planning and Public Works Committee – Chairperson Michelle Ohley, Ward IV

1. Bill No.3226 – Vector Control Services Contract (Second Reading)

An ordinance authorizing the City of Chesterfield to enter into and execute a contract with St. Louis County, Missouri for Vector Control Services and authorizing and directing the City Administrator of the City of Chesterfield to enter into, on behalf of the City, a contract with St. Louis County, Missouri for Vector Control Service.

Planning & Public Works Committee recommends approval.

2. Bill No.3228 – P.Z. 07-2018 City of Chesterfield (Unified Development Code – Article 3) (Second Reading)

An ordinance amending Article 03-07 Use Table for Nonresidential Districts of the Unified Development Code {P.Z. 07-2018 City Of Chesterfield (Unified Development Code Article 3)}.

Planning Commission recommends approval.

3. Next Meeting – February 7, 2019 (5:45pm)

B. Finance and Administration Committee – Chairperson Barbara McGuinness, Ward I

1. Three Year Agreement with Daniel Jones & Associates for Auditing

2. CGI Community Showcase Video Program

3. Next Meeting – February 25, 2019 (5:30pm)

C. Parks, Recreation and Arts Committee – Chairperson Dan Hurt, Ward III

1. Darcy Capstick – Emeritus Status

D. Public Health and Safety Committee – Chairperson Ben Keathley, Ward II

X. REPORT FROM THE CITY ADMINISTRATOR – Mike Geisel

A. Bid Recommendation - 2018 Accessible Sidewalk Ramp Improvement Project (Roll Call Vote)

XI. UNFINISHED BUSINESS – Mayor Bob Nation

XII. NEW BUSINESS – Mayor Bob Nation

XIII. ADJOURNMENT

NOTE: *City Council will consider and act upon the matters listed above and such other matters as may be presented at the meeting and determined to be appropriate for discussion at that time.*

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PERSONS REQUIRING AN ACCOMMODATION TO ATTEND AND PARTICIPATE IN THE CITY COUNCIL MEETING SHOULD CONTACT CITY CLERK VICKIE HASS AT (636) 537-6716, AT LEAST TWO (2) WORKDAYS PRIOR TO THE MEETING.

AGENDA REVIEW – Monday 2/4/2019 – 6:30 PM

An AGENDA REVIEW meeting has been scheduled to start at **6:30 pm, on Monday, February 4, 2019.**

Please let me know, ASAP, if you will be unable to attend this meeting.



RECORD OF PROCEEDING

MEETING OF THE CITY COUNCIL OF THE CITY OF CHESTERFIELD AT 690 CHESTERFIELD PARKWAY WEST

JANUARY 23, 2019

The meeting was called to order at 7:03 p.m.

President Pro-Tem Barbara McGuinness led everyone in the Pledge of Allegiance and followed with a moment of silent prayer.

A roll call was taken with the following results:

PRESENT

Councilmember Barry Flachsbart
Councilmember Barbara McGuinness
Councilmember Ben Keathley
Councilmember Mary Ann Mastorakos
Councilmember Dan Hurt
Councilmember Michael Moore
Councilmember Tom DeCampi
Councilmember Michelle Ohley

ABSENT

Mayor Bob Nation

APPROVAL OF MINUTES

The minutes of the January 7, 2019 City Council meeting were submitted for approval. Councilmember Ohley made a motion, seconded by Councilmember Mastorakos, to approve the January 7, 2019 City Council minutes. A voice vote was taken with a unanimous affirmative result and the motion was declared passed.

COMMUNICATIONS AND PETITIONS

Councilmember Moore made a motion, seconded by Councilmember Mastorakos, to encourage Mayor Nation to express the City's support of the Municipal League of Metro St. Louis' efforts in calling for the formation of a Board of Electors to give the residents of St. Louis City and St. Louis County a voice in a transparent public process to determine if any changes of the City and County are merited in accordance with the Missouri constitutional process. A voice vote was taken with a unanimous affirmative result and the motion was declared passed.

INTRODUCTORY REMARKS

President Pro-Tem McGuinness announced that the next meeting of City Council is scheduled for Monday, February 4, at 7 p.m.

APPOINTMENTS

On behalf of Mayor Nation, President Pro-Tem McGuinness nominated Mr. Stanley Proctor for appointment to fill a vacant alternate position on the Board of Adjustment. Councilmember Flachsbart made a motion, seconded by Councilmember Keathley, to appoint Mr. Proctor to the Board of Adjustment as an alternate member for a term of five years. A voice vote was taken with a unanimous affirmative result and the motion was declared passed.

COUNCIL COMMITTEE REPORTS

Planning/Public Works Committee

Councilmember Michelle Ohley, Chairperson of the Planning/Public Works Committee, reported that Bill No. 3226 (Vector Control Services Contract) would be read for the first time under the "Legislation" portion of the agenda.

Councilmember Ohley reported that Bill No. 3227 (Edison Crossing, Lot 1 & Lot 2 [Boundary Adjustment Plat]) was scheduled for both first and second reading approval under the "Legislation" portion of the agenda.

Councilmember Ohley reported that Bill No. 3228 (P.Z. 07-2018 City of Chesterfield [Unified Development Code – Article 3]) would be read for the first time under the "Legislation – Planning Commission" portion of the agenda.

Councilmember Hurt made a motion, seconded by Councilmember Flachsbart, to approve the Site Plan, Landscape Plan, Lighting Plan, Architectural Elevations and Architect's Statement of Design for Aventura at Wild Horse Creek (Above All Development).

Councilmember McGuinness made a motion, seconded by Councilmember Keathley, to incorporate the following amendments into the main motion:

- Increase the width of the water feature channel dropping down on the water feature to twelve feet
- Reduce breezeway openings by 32 percent (4' x 6'8")
- Widen cupolas and add brackets to match turrets on carports
- Replace vent on the cupola with cement fiber stucco board
- Add stamped concrete in crosswalk areas to the areas adjacent to the dog park

A voice vote was taken with an affirmative result (Councilmember Ohley voted "No") and the motion to amend was declared passed.

A roll call vote was taken on the main motion as amended, with the following results: Ayes – Keathley, McGuinness, Flachsbarth, Moore and Hurt. Nays – DeCampi, Mastorakos and Ohley. Whereupon the motion, as amended, was declared passed.

Councilmember Ohley made a motion, seconded by Councilmember Hurt, to approve an 18-month extension of time for petitioner to submit a Site Development Concept Plan or Site Development Plan for P.Z. 18-2016 17511 Chesterfield Airport Road. A voice vote was taken with a unanimous affirmative result and the motion was declared passed.

Councilmember Ohley announced that the next meeting of this Committee is scheduled for Thursday, February 7, at 5:45 p.m.

Finance and Administration Committee

Councilmember Michael Moore, Vice-Chairperson of the Finance and Administration Committee, reported that Bill No. 3223 (Order of Business) would be considered for adoption under the "Legislation" portion of the agenda.

Councilmember Moore reported that Bill No. 3224 (Vacancies) would be considered for adoption under the "Legislation" portion of the agenda.

Councilmember Moore announced that the next meeting of this Committee is scheduled for Monday, January 28, at 5:30 p.m.

Parks, Recreation & Arts Committee

Councilmember Dan Hurt, Chairperson of the Parks, Recreation & Arts Committee, announced that this Committee met immediately prior to the Council meeting and actions from that meeting would be addressed at the next City Council meeting.

Public Health & Safety Committee

Councilmember Ben Keathley, Chairperson of the Public Health & Safety Committee, reported that Bill No. 3225 (Municipal Court – ShowMeCourts Management System) would be considered for adoption under the “Legislation” portion of the agenda.

REPORT FROM THE CITY ADMINISTRATOR

City Administrator Mike Geisel reported that Pi Pizzeria, located at 14870 Clayton Road, has requested a new liquor license, for retail sale of beer and wine by the drink, to be consumed on premise, and Sunday sales. Mr. Geisel reported that, per City policy, this application has been reviewed and is now recommended for approval by both the Police Department and Planning & Development Services. Councilmember Moore made a motion, seconded by Councilmember Mastorakos, to approve issuance of a new liquor license to Pi Pizzeria. A voice vote was taken with a unanimous affirmative result and the motion was declared passed.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

LEGISLATION

BILL NO. 3223 Repeals and replaces section 2-49 Order of Business pertaining to the agenda for regular meetings of the City Council **(Second Reading) (Finance and Administration Committee Recommends Approval)**

Councilmember Moore made a motion, seconded by Councilmember Flachsbart, for the second reading of Bill No. 3223. A voice vote was taken with a unanimous affirmative result and the motion was declared passed. Bill No. 3223 was read for the second time. A roll call vote was taken for the passage and approval of Bill No. 3223 with the following results: Ayes – Flachsbart, McGuinness, Ohley, DeCampi, Mastorakos, Moore, Keathley and Hurt. Nays – None. Whereupon President Pro-Tem McGuinness declared Bill No. 3223 approved, passed it and it became **ORDINANCE NO. 3029**.

BILL NO. 3224 Revises the Chesterfield City Code as it relates to filling vacancies in elective office **(Second Reading) (Finance and Administration Committee Recommends Approval)**

Councilmember Moore made a motion, seconded by Councilmember Flachsbart, for the second reading of Bill No. 3224. A voice vote was taken with a unanimous affirmative result and the motion was declared passed. Bill No. 3224 was read for the second time. A roll call vote was taken for the passage and approval of Bill No. 3224 with the following results: Ayes – Keathley, McGuinness, Mastorakos, Ohley, Moore, Flachsbart, Hurt and DeCampi. Nays – None. Whereupon President Pro-Tem McGuinness declared Bill No. 3224 approved, passed it and it became **ORDINANCE NO. 3030.**

BILL NO. 3225 Authorizes the automation of the City of Chesterfield’s municipal court by amending section 19-7 of the municipal code to add a seven dollar surcharge to municipal court costs and authorizes the City Administrator to enter an agreement for the implementation of show-me courts **(Second Reading) (Public Health and Safety Committee Recommends Approval)**

Councilmember Keathley made a motion, seconded by Councilmember Flachsbart, for the second reading of Bill No. 3225. A voice vote was taken with a unanimous affirmative result and the motion was declared passed. Bill No. 3225 was read for the second time. A roll call vote was taken for the passage and approval of Bill No. 3225 with the following results: Ayes – Moore, McGuinness, Ohley, DeCampi, Keathley, Hurt, Mastorakos and Flachsbart. Nays – None. Whereupon President Pro-Tem McGuinness declared Bill No. 3225 approved, passed it and it became **ORDINANCE NO. 3032.**

BILL NO. 3226 Authorizes the City of Chesterfield to enter into and execute a contract with St. Louis County, Missouri for Vector Control Services and authorizes and directs the City Administrator of the City of Chesterfield to enter into, on behalf of the City, a contract with St. Louis County, Missouri for Vector Control Service **(First Reading) Planning & Public Works Committee recommends approval**

Councilmember Ohley made a motion, seconded by Councilmember Flachsbart, for the first reading of Bill No. 3226. A voice vote was taken with a unanimous affirmative result and the motion was declared passed. Bill No. 3226 was read for the first time.

BILL NO. 3227 Provides for the approval of a Boundary Adjustment Plat for Lots 1 and 2 of Edison Crossing Lot Split to create a 1.27 acre tract of land and a 9.91 acre tract of land, zoned “PC” Planned Commercial District, and located on the southeast corner of the intersection of Edison Avenue and Long Road (17U120287, 17U120298) **(First & Second Readings) Department of Planning & Development Services recommends approval**

Councilmember Ohley made a motion, seconded by Councilmember DeCampi, for the first reading of Bill No. 3227. A voice vote was taken with a unanimous affirmative result and the motion was declared passed. Bill No. 3227 was read for the first time.

Councilmember Ohley made a motion, seconded by Councilmember Moore, for the second reading of Bill No. 3227. A voice vote was taken with a unanimous affirmative result and the motion was declared passed. Bill No. 3227 was read for the second time. A roll call vote was taken for the passage and approval of Bill No. 3227 with the following results: Ayes – DeCampi, Flachsbart, Ohley, McGuinness, Keathley, Mastorakos, Hurt and Moore. Nays – None. Whereupon President Pro-Tem McGuinness declared Bill No. 3227 approved, passed it and it became **ORDINANCE NO. 3031**.

LEGISLATION – PLANNING COMMISSION

BILL NO. 3228 Amends Article 03-07 Use Table for Nonresidential Districts of the Unified Development Code {P.Z. 07-2018 City Of Chesterfield (Unified Development Code Article 3)} **(First Reading) Planning Commission recommends approval**

Councilmember Ohley made a motion, seconded by Councilmember Flachsbart, for the first reading of Bill No. 3228. A voice vote was taken with a unanimous affirmative result and the motion was declared passed. Bill No. 3228 was read for the first time.

ADJOURNMENT

There being no further business to discuss, President Pro-Tem McGuinness adjourned the meeting at 7:49 p.m.

President Pro-Tem Barbara McGuinness

ATTEST:

Vickie J. Hass, City Clerk

APPROVED BY CITY COUNCIL: _____

UPCOMING MEETINGS/EVENTS

A. Thursday, February 7, 2019 – Planning and Public Works (5:45 pm)

B. Monday, February 11, 2019 – Planning Commission (7pm)

C. Wednesday, February 20, 2019 – Next City Council Meeting (7pm)

PLANNING AND PUBLIC WORKS COMMITTEE

Chair: Councilmember Ohley

Vice Chair: Councilmember Hurt

The Planning and Public Works Committee has the following action items for the February 4, 2019 City Council meeting.

LEGISLATION

Bill No. 3226 - Vector Control Services Contract

An ordinance authorizing the City of Chesterfield to enter into and execute a contract with St. Louis County, Missouri for Vector Control Services and authorizing and directing the City Administrator of the City of Chesterfield to enter into, on behalf of the City, a contract with St. Louis County, Missouri for Vector Control Service. **(Second Reading) Planning & Public Works Committee recommends approval.**

LEGISLATION – PLANNING COMMISSION

Bill No. 3228 - P.Z. 07-2018 City of Chesterfield (Unified Development Code – Article 3) An ordinance amending Article 3 of the Unified Development Code to revise the “AG” Agricultural District regulations and the Use Table for Nonresidential Districts. **(Second Reading) Planning Commission recommends approval.**

NEXT MEETING

The next meeting of the Planning & Public Works Committee is scheduled for Thursday, February 7, 2019 at 5:45 pm.

If you have any questions, please contact Director of Public Works\City Engineer Jim Eckrich, Director of Planning and Development Services Justin Wyse, or me prior to Monday’s meeting.

BILL NO. 3226

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE CITY OF CHESTERFIELD TO ENTER INTO AND EXECUTE A CONTRACT WITH ST. LOUIS COUNTY, MISSOURI FOR VECTOR CONTROL SERVICES AND AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR OF THE CITY OF CHESTERFIELD TO ENTER INTO, ON BEHALF OF THE CITY, A CONTRACT WITH ST. LOUIS COUNTY, MISSOURI FOR VECTOR CONTROL SERVICE.

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

Section 1. The City Administrator shall execute a Contract with St. Louis County, Missouri, whereby St. Louis County, by and through its Department of Health will perform vector control services within the City of Chesterfield.

Section 2. The City shall compensate St. Louis County, Missouri for services rendered at the hourly rate set forth in the contract and as such rates are changed in accordance with the terms and conditions of the contract between the City and County.

Section 3. After execution thereof; this agreement shall be in effect for one (1) year with four (4) automatically renewable one (1) year periods (maximum five years). Either party may terminate the contract by written notice, at least thirty (30) days prior thereto.

Section 4. This ordinance shall be in full force and effect from and after its passage and approval.

Passed and approved this _____ day of _____, 2019.

PRESIDING OFFICER

Bob Nation, MAYOR

ATTEST:

Vickie Hass, City Clerk

[FIRST READING HELD: 01-23-2019]

**LOCAL GOVERNMENT CONTRACT WITH ST. LOUIS
COUNTY, MISSOURI FOR VECTOR CONTROL SERVICES**

This contract is made and entered into this _____ day of _____, 2018, by and between the _____, a Municipal Corporation, (hereinafter referred to as "Municipality") and St. Louis County, Missouri, (hereinafter referred to as "County").

Witnesseth:

Whereas, Municipality has enacted Ordinance No. /Resolution No. _____ authorizing said Municipality to enter into this contract with County for vector control services to be performed within said Municipality through County's Department of Public Health; and

Whereas, County is authorized by Article II, Section 2.180 (20) of County's Charter to cooperate and contract with other political subdivisions for common services; and

Whereas, Section 604.020 SLCRO 1974, as amended, authorizes the County Executive to contract on behalf of the Department of Public Health with political subdivisions to provide public health services; and

Whereas, in conformity with Section 604.040 SLCRO 1974, as amended, the St. Louis County Council has adopted Resolution No. 6281, 2018, that sets forth the terms and conditions upon which vector control services are to be provided to Municipality; and

Now therefore, in consideration of the mutual promises and undertakings herein set forth, County and Municipality agree as follows:

1. County shall provide vector control services as indicated:

a. Mosquito Control Services:

1. Including Adulticiding, per County guidelines, to include all necessary materials, equipment, and personnel.

Other mosquito control services:

2. Including Larviciding, per County guidelines, to include all necessary materials, equipment, and personnel.

b. Rodent abatement services:

Including rodent inspections and abatement, per County guidelines, to include all necessary materials, equipment, and personnel.

2. Municipality shall:

- a. Pay County for vector control services including adulticiding at the hourly rate of eighty-two dollars (\$82.00), for other mosquito control services including larviciding at the hourly rate of fifty-five dollars (\$55.00), and for rodent abatement services at the hourly rate of thirty – two dollars (\$32.00).

- b. Make all payments by check payable to the order of "St. Louis County Department of Public Health". Billing will occur annually in January. Payments for the previous years' service, under above paragraph "a" of this section, must be received by County before the 31st day of March of the year services are provided. Remit payment to St. Louis County Department of Public Health, 6121 N. Hanley Road, Berkeley, MO 63134.
3. The costs per hour for services may be revised annually by County. County shall provide written notice to Municipality of the change in cost no later than May 1 of any year in which the services will be rendered.
4. The initial contract term shall be five (5) years, subject to changes in prices and services provided therein by County, as agreed to by Municipality. Either party may terminate this contract upon thirty days written notice.

St. Louis County, Missouri

By: _____
County Executive

Attest:

Administrative Director

APPROVED:

Director, Department of Public Health

Approved As To Legal Form:

County Counselor

APPROVED:

Accounting Officer

To be completed by Municipality representative

MUNICIPALITY

(Name Of)

By:

(Signature of authorized individual)

(Type name/title of authorized individual)

ATTEST:

City/Village Clerk

BILL NO. 3228 _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING ARTICLE 03-07 USE TABLE FOR NONRESIDENTIAL DISTRICTS OF THE UNIFIED DEVELOPMENT CODE {P.Z. 07-2018 CITY OF CHESTERFIELD (UNIFIED DEVELOPMENT CODE ARTICLE 3)}.

WHEREAS, the City of Chesterfield Unified Development Code contains regulations and requirements pertaining to the development of land within the City; and,

WHEREAS, the Unified Development Code serves to promote the public health, safety, and general welfare of the citizens of the City of Chesterfield; and,

WHEREAS, the City of Chesterfield seeks to update the Use Table for Nonresidential Districts for the “AG” Agricultural District; and,

WHEREAS, a Public Hearing was held before the Planning Commission on October 8, 2018; and,

WHEREAS, the Planning Commission, having considered said request, recommended approval of the change of zoning with one amendment; and,

WHEREAS, the Planning and Public Works Committee, having considered said amendments, recommended approval; and,

WHEREAS, the City Council, having considered said amendments, voted to approve the updates to Article 3 of the Unified Development Code pertaining to the Use Table for Nonresidential Districts for the “AG” Agricultural District.

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

Section 1. The City of Chesterfield hereby approves the updates to Article 3 of the Unified Development Code pertaining to the Use Table for Nonresidential Districts for the “AG” Agricultural District as set out in Attachment “A” which is attached hereto and made part thereof.

Section 2. If any section, paragraph, subsection, clause or provision of this Ordinance shall be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of this Ordinance as a whole, or any part thereof.

Section 3. The provisions of the Ordinance may be amended in the future by the City Council of the City of Chesterfield.

Section 4. Where this Ordinance differs or conflicts with other laws, rules and regulations, unless the right to do so is preempted or prohibited by the County, State, or Federal government, the more restrictive or protective of the City and the public shall apply.

Section 5. This Ordinance shall be codified within the Municipal Code of the City of Chesterfield.

Section 6. This Ordinance shall be in full force and effect from and after its passage and approval.

Passed and approved this _____ day of _____, 2019.

PRESIDING OFFICER

Bob Nation, MAYOR

ATTEST:

Vickie Hass, CITY CLERK

FIRST READING HELD: 01/23/2019

CITY OF CHESTERFIELD ATTACHMENT "A"

Sec. 03-01. USE TABLE FOR NON-RESIDENTIAL DISTRICTS

Use Table for Non-Residential Districts

Uses:

P- Permitted

C-Conditional

* means the use is allowed with conditions. See Section 03-04 for additional regulations

** refers to light industrial type uses permitted in certain geographical areas in a PC district

USE GROUP	ZONING DISTRICTS
	AG
AGRICULTURE	
Agriculture and agricultural buildings	P
Livestock raising and keeping of animals	P
CIVIC	
Administrative offices for educational or religious institutions	C
Church and other places of worship	C
Community center	
Correctional institution	
Highway department garage	
Historic sites, including buildings	P
Library	
Natural or primitive areas and forests encompassed by the provisions of the Missouri State Forestry Law	P
Parks	P
Postal stations	
Public building facilities owned or leased by the City of Chesterfield	
Public safety facility	P
Railroad switching yard and tracks and associated structures	
Retreat center	C
Sales yard operated by a church, school, or other not-for-profit organization	
Wildlife habitats, forests, conservation projects and fish hatcheries	P
RESIDENTIAL	
Dwelling, employee	
Dwelling, single-family detached	
Dwellings, multi-family	
Home Occupation	P
Group residential facility	

USE GROUP		ZONING DISTRICTS
		AG
PUBLIC/RECREATIONAL		
Airport, public or private		C
Amusement park		
Arena and stadium		
Art gallery		
Art studio		
Athletic fields		P
Auditorium		
Banquet facility		
Botanical garden		P
Camping facility		C
Cemetery		C
Club		C
Correctional institution		
Driving ranges		
Fairground		
Farmer's market		C
Golf courses		C
Gymnasium		
Harbor, marina, and dock for water-borne vehicles including repair facilities and sales of fuel and supplies		
Heliport-public and private		
Mortuary		C
Museum		
Reading room		
Recreation facility		C
Riding stable		P
Transit transfer station		
Union halls and hiring halls		
Zoological gardens		
OFFICE		
Office-dental		
Office-general		
Office-medical		

USE GROUP		ZONING DISTRICTS
		AG
COMMERCIAL/SALES		
Automobile dealership		
Automotive detailing shop		
Automotive retail supply		
Bakery		
Bar		
Bowling center		
Brewery		
Brewpub		
Coffee shop		
Coffee shop, drive-thru		
Farming, livestock and stables. Farming includes cultivation and sale of crops, plants and domestic animals with no salesrooms	P	
Grocery-community		
Grocery-neighborhood		
Grocery-supercenter		
Newspaper stand		
Pawnshop		
Plumbing, electrical, air conditioning, and heating equipment sales, warehousing and repair facility		
Restaurant-sit down		
Restaurant-fast food		
Restaurant-take out		
Retail sales establishment-community		
Retail sales establishment-neighborhood		
Retail sales establishment-regional		
Salesrooms for commercial gardens, plant nurseries, and greenhouses	C	
Tackle and bait shop		
SERVICE/INDUSTRIAL		
Animal grooming service		
Barber or beauty shop		
Batching plant		
Blacksmith shop		
Boat (and marine supply) storage, charter, repair, sale		
Broadcasting studio		
Car wash		
Car wash, industrial		
Car wash, self service		
Check cashing facility		

USE GROUP		ZONING DISTRICTS
		AG
Commercial service facility		
Day care center		
Drug store and pharmacy		
Drug store and pharmacy, with drive-thru		
Dry cleaning establishment		
Dry cleaning establishment, with drive-thru		
Dry cleaning plant		
Extraction & processing of raw materials from the earth and processing thereof		P
Filling station and convenience store with pump stations		
Film drop-off and pick up stations		
Film processing plant		
Financial Institution, no drive-thru		
Financial Institution, drive-thru		
Heliport-public or private		
Hospice		
Hospital		
Hotel and motel		
Hotel and motel-extended stay		
Incinerator		
Industrial sales, service, and storage		
Junk or salvage yard		
Kennel, boarding		p*
Kennel, private		p*
Laboratory-professional, scientific		
Laboratory		
Laundromat		
Lumberyard		
Mail order sales warehouse		
Manufacturing, fabrication, assembly, processing, or packing except explosives or flammable gases or liquids		
Meat packing facility		
Nursing home		
Oil change facility		
Parking area (stand-alone), including garages, for automobiles. Not including sales or storage of damaged vehicles for more than 72 hours		
Professional and technical service facility		

USE GROUP		ZONING DISTRICTS
		AG
Research laboratory & facility		
Self-storage facility		
Sheet metal shop		
Shooting range, indoor		
Shooting range, outdoor		
Steel mill, foundry, and smelter		
Substance abuse facilities-outpatient		
Substance abuse facilities-inpatient		
Sulphur, cement, or rubber reclamation plants		
Tattoo parlor/body piercing studio		
Theatre, indoor		
Theatre, outdoor		
Tow yard		
Transit storage yard		
Transit transfer station and terminals for trucks, buses, railroads, watercraft or other modes of public transportation		
Trucks, trailers, construction equipment, agricultural equipment sales, rental, leasing, outdoor storage		
Vehicle repair and service facility		
Veterinary clinic		P
Warehouse, general		
Warehouse, wholesale or storage of live animals, explosives, or flammable gases and liquids		
Welding shop, sheet metal and blacksmith shop		
Yard for storage of contractors' equipment, materials and supplies		
EDUCATIONAL		
College/university		
Kindergarten or nursery school		
Specialized private school		
Vocational school		
Vocational school with outdoor training		
ADULT USES		
Adult bookstore		
Adult entertainment business or establishment		
Adult entertainment facility		
Adult motion picture theatre		
Bathhouse		
Massage parlor		
Modeling studio		
Specific sexual activities		
UTILITIES		

USE GROUP		ZONING DISTRICTS
		AG
Device for energy generation		P
Individual sewage treatment facilities		P
Public utility facilities		p*
Public facilities over 60 ft. in height		
Public utility transmission and distribution lines and pipelines, underground and aboveground, including booster stations		C
Radio, television, and communication transmitting, receiving, or relay towers and facilities		
Sanitary landfill		
Sewage treatment facilities, other than facilities permitted as an accessory use		C
Sewage system		
Solid waste, compost facility		
Solid waste, facility		
Solid waste, transfer facility		
Telecommunications structure		P
Telecommunications tower or facility		P

FINANCE AND ADMINISTRATION COMMITTEE

Chair: Councilmember McGuinness

Vice-Chair: Councilmember Moore

The Finance and Administration Committee met on 1/28/19 and the following action items were forwarded for consideration by City Council:

Contract for Annual Audit Services

The Finance and Administration Committee recommended a three year extension of the current professional services contract with Daniel Jones Associates, with no increase in cost as compared to the current contract. **(A Roll Call Vote is required).**

Agreement for Community Showcase Videos - CGI Communications

The Finance and Administration Committee recommended that Council authorize staff to enter into an agreement with CGI Communications, as a partner with the National League of Cities for the purpose of providing Community Showcase Videos for the City. There is no financial obligation associated with this agreement. Staff forwarded information about the program along with several examples of participating community websites where CGI Communications had created their Community Showcase. **(A voice vote is required.)**

NEXT MEETING

The next meeting of the Finance and Administration Committee is scheduled for Monday, February 25, 2019 at 5:30 pm.

If you have any questions or require additional information, please contact Finance Director Chris DesPlanques or me prior to Monday's meeting.



**Daniel Jones
& Associates**
CERTIFIED PUBLIC ACCOUNTANTS

3510 Jeffco Blvd. Suite 200
Arnold, Missouri 63010
636-464-1330

www.djacpa.com

January 2, 2019

Mr. Michael Geisel
City Administrator
City of Chesterfield
690 Chesterfield Pkwy W
Chesterfield, MO 63017

Dear Mr. Geisel:

Due to client loyalty, Daniel Jones & Associates is pleased to offer the City of Chesterfield (City) the opportunity to extend our audit services for three years with no increase.

Please review the following proposal to extend our auditing services for the City through and including the year ending December 31, 2020. If we may contract for an additional three years, we will leave our fees flat for years ending December 31, 2018, 2019 and 2020 at the December 31, 2017, rate of \$21,580 (\$19,500 for a yellow book audit and \$2,080 for a single audit).

We are able to offer this flat fee structure due to the manner in which the City maintains its accounting records and our familiarity with the structure of the City's accounting system.

The above stated fees assume the City will remain on the **accrual basis of accounting**, and will have a single audit.

If the above offer is satisfactory, please acknowledge by signing below and returning the form to Daniel Jones & Associates, 3510 Jeffco Blvd., Suite 200, Arnold, MO 63010

Best regards,

Daniel Jones & Associates

Daniel Jones & Associates
Certified Public Accountants

Acceptance:

The above offer is accepted this _____ day of January 2019.

By: _____

Title: _____

Mike Geisel *mo'isaf*
City Administrator



690 Chesterfield Pkwy W
Chesterfield MO 63017
Phone 636-537-4711
Fax 636-537-4798

OFFICE OF THE CITY ADMINISTRATOR

TO: Mayor and City Council

Date: January 11th, 2019

**RE: CGI Community Showcase Video Program,
National League of Cities**

As you are aware, over the course of the City's life, there have been multiple informational/promotional videos produced and linked to the City's website. Most recently, as I began to prepare for the January Metro Municipal League Meeting, trying to identify promotional media materials which could be displayed, I had the opportunity to review the last video materials created for the City. After viewing, I became aware of how woefully out of date and unrepresentative of the current activities within the City. For your use and convenience, I've provided a YOUTUBE link to the video in case you would like to view it. **ABOUT CHESTERFIELD VIDEO (6:54 minutes)**

<https://www.chesterfield.mo.us/about-chesterfield-video.html>

More importantly, as out of date as this video is, there are multiple older videos available on-line. Having such outdated and inaccurate information attached to our City website reflects poorly on the City, is unflattering and provides inaccurate information to prospective residents or businesses.

Simultaneously, I became aware of a program, endorsed by the National League of Cities, where CGI Communications will create six short informational/promotional videos for the City's use at no cost to the City. The City determines the subject matter for the six video shorts. CGI is responsible for all production and content creation. A seventh, "Sponsor" video is also created, which CGI markets to local businesses for a fee. CGI is responsible for identifying and selling the sponsors and they use that funding as their cost recoupment. The City has the ability to restrict offensive businesses from sponsorship opportunities if they so desire. The videos, including the sponsor video, would be linked to the City's website.

I've communicated with officials from municipalities who have participated in the program. They have been very complimentary. I've viewed videos produced by CGI in conjunction with the program and they appear to be very high quality. Accordingly, this appears to be a very cost-efficient mechanism to update our video promotional materials and represent the City in a positive manner. I request that the Finance and Administration Committee review our participation in the program and if found to be desirable, recommend participation to the full City Council.

For your convenience and information, I've also provided a link to the National League of Cities program webpage. If you have interest, there are multiple links to testimonials and videos created for other communities.

<https://www.nlc.org/nlc-community-showcase-video-program>

I look forward to discussing this program at the January 28th meeting of the Finance and Administration Committee.



2018 Community Video Program

Name: Michael O. Geisel

Title: City Administrator

Address: 690 Chesterfield Pkwy W

City, State, Zip: Chesterfield MO 63017-0760

Phone: 636-537-4000

Email: MGeisel@chesterfield.mo.us

Website: www.chesterfield.mo.us

This agreement is between CGI Communications, Inc. ("CGI") and the City of Chesterfield (the "City") and shall remain in effect from the date it is signed by both parties until the third anniversary of the date that the completed and approved Community Video Program is made available for viewer access on different devices via a link on the www.chesterfield.mo.us homepage, including any alternate versions of that homepage.

During the term of this Agreement, CGI shall:

- Produce six video chapters with subject matter that includes but is not limited to: Welcome, Education, Healthy Living, Homes / Real Estate
- Provide one Community Organizations chapter to promote charities, nonprofits and community development organizations
- Provide script writing and video content consultation
- Send a videographer to City locations to shoot footage for the videos
- Reserve the right to use still images and photos for video production
- Provide all aspects of video production and editing, from raw footage to final video including professional voiceovers and background music
- Provide a final draft of Community Video Program content subject to City's approval (up to 3 sets of revisions allowed). CGI's request for approval of content or revision, including final draft, shall be deemed approved if no response is received by us within 30 days of request
- Provide our patented OneClick™ Technology and encode all videos into multiple streaming digital formats to play on all computer systems, browsers, and Internet connection speeds; recognized player formats include WindowsMedia™ and QuickTime™
- Store and stream all videos on CGI's dedicated server
- Feature business sponsors around the perimeter of video panels
- Be solely responsible for sponsorship fulfillment including all related aspects of marketing, production, printing, and distribution
- Facilitate viewer access of the Community Video Program from City website, including any alternate versions of City's homepage, for different devices, by providing HTML source code for a graphic link to be prominently displayed on the www.chesterfield.mo.us website homepage
- Grant to City a license to use CGI's Line of Code to link to and/or stream the videos
- Own copyrights of the master Community Video Program
- Assume all costs for the Community Video Program
- Afford businesses the opportunity to purchase various digital media products and services from CGI and its affiliates
- Honor any request for termination of this agreement upon 30 day notice and only if the City continues to provide the Community Video Program linkage from its homepage for the duration of business sponsorship fulfillment.

Program add-ons will include:

- Multiple segments of aerial footage pending approval from FAA and any airports within a 5 mile radius of filming location(s)

During the term of this Agreement, the City shall:

- Provide a letter of introduction for the program on City's letterhead
- Assist with the content and script for the Community Video Program
- Grant CGI the right to use City's name in connection with the preparation, production, and marketing of the Program
- Display the "Community Video Program" link prominently on its www.chesterfield.mo.us homepage, including any alternate versions of your home page, for viewer access on different devices for the entire term of this agreement
- Ensure that this agreement remains valid and in force until the agreed upon expiration date, regardless of change in administration
- Grant full and exclusive streaming video rights for CGI and its subsidiaries, affiliates, successors and assigns to stream all video content produced by CGI for the Community Video Program
- Agree that the town will not knowingly submit any photograph, video, or other content that infringes on any third party's copyright, trademark or other intellectual property, privacy or publicity right for use in any video or other display comprising this program.

This Agreement constitutes the entire agreement of the parties and supersedes any and all prior communications, understandings and agreements, whether oral or written. No modification or claimed waiver of any provision shall be valid except by written amendment signed by the parties herein. City warrants that it is a tax exempt entity. The undersigned, have read and understand the above information and have full authority to sign this agreement.

The City of Chesterfield, MO

CGI Communications, Inc.

Signature:

Name (printed):

Name (printed): Nicole Rongo

Title:

Title: Vice President of Marketing and Acquisitions

Date:

Date: November 27, 2018



SPONSORSHIP POLICY

- ▶ It is the policy of CGI Communications/e-LocalLink not to solicit or otherwise provide sponsorship opportunities to any business or organization that may be perceived as offensive. These types of establishments include, but are not limited to, adult bookstores/entertainment, pawnshops, and tattoo/piercing parlors.
- ▶ Additionally, the participating community may advise CGI Communications/e-LocalLink of specific businesses to be disallowed as sponsors. The participating community must advise CGI Communications/e-LocalLink of this information in writing PRIOR to the beginning of the sponsorship solicitation campaign.
- ▶ As a privately owned company, independent of the participating community, CGI/e-LocalLink can eliminate from consideration those companies and organizations it deems inappropriate. The participating community is not responsible for actions taken by CGI/e-LocalLink in eliminating from consideration those businesses and organizations CGI/e-LocalLink has deemed inappropriate.

DATE

Dear Valued Business Owner:

Chesterfield is excited to announce our new partnership with CGI Communications, Inc. CGI will be creating a new series of professionally-produced videos to highlight everything our city has to offer residents, visitors, and business owners.

In addition to creating the videos, CGI is ensuring they are seen. Residents of Chesterfield stream high-quality video on every device, so it is more important than ever to embrace technology as mobile devices continue to shift the landscape of business. For many businesses, getting noticed online can be a challenge, however, **utilizing video dramatically improves visibility and drives more action to your website** than static pages, with the demand for video climbing even higher for users on mobile devices. Today, mobile usage has surpassed desktop usage and that number continues to climb. CGI Communications will ensure your video program is future-proof for years to come!

With an easily viewable interface on the official city website, this video program will encourage viewers to learn more about area attractions, economic development opportunities, quality of life, and the businesses supporting the program. The Video Tour on our website will backlink to CGI's www.elocallink.tv, which hosts the Chesterfield Tour.

We are dedicated to highlighting the advantages of living and working in our city. We encourage you to consider participating in this program as it provides an exciting opportunity to showcase your business and utilize the power of video on your own website and social media pages.

To learn more about sponsorship opportunities or to request an appointment please e-mail BrandonB@cgicommunications.com.

Best Regards,

Signatory
Title

From: Nicole Rongo <nicoler@cgicomunications.com>
Sent: Thursday, January 10, 2019 8:01 AM
To: Mike Geisel <mgeisel@chesterfield.mo.us>
Subject: RE: Chesterfield Video Tour

Hi Michael,

CGI is part of the National League of Cities Savings and Solution Partners Program. To be in this program you must provide a solution to a challenge cities face and your program must be offered cost free to the municipality. We provide a solution for cities to effectively market themselves through our cost free Video Tours.

Here is a link that further describes this program: <https://www.nlc.org/nlc-community-showcase-video-program>

I will make note of your meeting and please reach out if I can be of further assistance.

Thank you,

Nicole

Nicole Rongo

Vice President

p: 800.398.3029 x203

f: 585.653.7393

cgicompany.com

CGI Communications • 130 E Main St • Rochester • New York • 14604

"Mayors and business leaders agree that creative public/private partnerships are a major force in shaping cities of the 21st century and experience has shown that when businesses and local governments work together, our cities benefit and our nation is stronger."

Tom Cochran

CEO and Executive Director

US Conference of Mayors

NLC Community Showcase Video Program

Comments or Questions?

[Carlin Daharsh](#)
[\(/person/carlin-daharsh\)](/person/carlin-daharsh)
Associate, Strategic
Partnerships
[Center for Strategy and](#)
[Partnerships](#)
[\(/department-](/department-program/center-for-strategy-and-partnerships)
[program/center-for-](#)
[strategy-and-](#)
[partnerships\)](#)
202-626-3075
daharsh@nlc.org
[mailto:daharsh@nlc.org\)](mailto:daharsh@nlc.org)



The NLC Community Showcase Video Program, administered by CGI Communications, Inc. (CGI), provides a way for municipalities to effectively tell their story through the power of video and digital media tools...for FREE!

Whether you're a small city, a thriving metropolis, or something in between, CGI's products and services for Community Image Marketing highlight the best your community has to offer.

Video Tour

CGI works directly with your community to produce a series of videos for your official government website to help promote tourism, educate and welcome new families and residents, and attract new businesses.

The Video Tour includes a message from your mayor (or other civic leader), and has additional segments that highlight homes and real estate, education, health and wellness, parks and

recreation, quality of life, business & industry,
shopping & dining, and much more. Check out
some examples below!

Canandaigua, NY Homes and Real Estate

(<https://spaces.hightail.com/space/mwiTPH2bye/files/fi-c45580e6-5b7e-49fb-862f-1631f108575e/fv-2c230c8d-ff6b-4fbd-93c5-88852aa82938/%20Canandaigua,%20NY%20-%20Homes%20&%20Living.mov>)

Waterloo, IA Welcome

(<https://spaces.hightail.com/space/mwiTPH2bye/files/fi-3d3922f1-db47-4dca-9aeb-ad2e6ab8d3bc/fv-afdbe989-bd41-421c-913b-75b7b7f32755/Waterloo,%20IA%20-%20Welcome.mov>)

The CGI Marketing Video

(http://vid.hellonetcdn.com/vid/ny/specialprojects2015/marketing/cgi2015q1_30spot1_iwd_lrg_univ.mp4?e38747ba796c597d97d67d86c76a84aad91f4fa3c79a948082f8def1f1bc3d60fe209fda17a179a1424e38c4003)

Leavenworth, KS Testimonial Video

(<https://spaces.hightail.com/space/mwiTPH2bye/files/fi-66bee41d-72a4-409c-873f-0e6e35c61c66/fv-a8ed6834-dd16-4cd7-817a-fbc0abd9a960/Leavenworth,%20KS%20-%20Testimonial.mov>)

Waterloo, IA Testimonial Video

(<https://spaces.hightail.com/space/mwiTPH2bye/files/fi-c0084caf-af23-48d7-a393-0489e3d15ae7/fv-fea1b340-f69b-4d91-afb3-d063d19062bb/Waterloo,%20IA%20-%20Testimonial.mov>)

Pontiac, MI Testimonial Video

(<https://spaces.hightail.com/space/mwiTPH2bye/files/fi-d8718f4a-02f0-4ff8-a84a-606991546fd7/fv-527154ea-65ef-4d33-b765-74c4b70ac209/Pontiac,%20MI%20-%20Testimonial.mov>)

CGI Communications Video Testimonial



Community Organizations

In addition to the custom videos CGI will create about your community, they will also provide an overview video that depicts the important role non-profits play in enriching the quality of life for residents each day. Non-profit organizations receive a FREE logo that links directly to their website, providing them with additional exposure through your community's participation.

3D Map

An entertaining, engaging, and interactive 3D community map gives a birds eye view of your community! Animated weather, tours of your municipal buildings and parks, featured business proposals, and informational markers are just a few of the exciting benefits.

More information:

To learn more about CGI and their innovative technologies visit www.cgicompany.com (www.cgicompany.com) and contact Vice President of Marketing and Acquisitions Nicole Rongo at 800-398-3029 x203 or nicoler@cglcommunications.com (<mailto:nicoler@cglcommunications.com>).

About CGI Communications, Inc.

Formed in 1987, CGI Communications, Inc. provides innovative marketing solutions to position communities for success in the digital age. CGI's no-cost marketing programs are utilized by thousands of municipalities, Chambers of Commerce, and Economic Development Organizations throughout the United States and Canada. CGI's satisfied clients in the private sector number in the tens of thousands.

Not an NLC member?

NLC Members and Corporate Partners will be able to access exclusive online content, subscribe to our weekly newsletter and newspapers, access webinars and virtual events. Find out more about becoming a member!

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(/PROGRAM-AREAS)

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(/membership/join-or-renew)
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(/membership/member-benefits)
Communities
(/communities)
Groups & Networks
(/membership/groups-networks)

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State League Programs (/state-municipal-leagues)
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(/privacy-policy)

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(/)

660 NORTH CAPITOL ST NW,
WASHINGTON, DC 20001

877-827-2385
INFO@NLC.ORG

CONTACT (/ABOUT-NLC/CONTACT)

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PARKS, RECREATION AND ARTS COMMITTEE

Chair: Councilmember Hurt

Vice Chair: Councilmember Mastorakos

The Parks Recreations and Arts Committee has the following action item for the February 4, 2019 City Council meeting:

Emeritus Status - Darcy Capstick

The Parks Recreation and Arts Committee feels that Darcy Capstick has been and will continue to be an important voice on the Parks, Recreation and Arts Advisory Committee. The Committee would like to offer her the opportunity to continue participating in the future, but with her current family situation, attendance at the meetings are sporadic and she is unable to meet the requirements of 50% of the meetings. A vote was passed to grant Ms. Capstick emeritus status for the Parks, Recreation and Arts Advisory Committee membership and forwarded to council for their approval.

The next of the Parks, Recreation and Arts Committee has not yet been scheduled.

If you have any questions or require additional information, please contact Director of Parks, Recreation and Arts, Tom McCarthy or me prior to Monday's meeting.

Memorandum



To: Mike Geisel, City Administrator
From: Tom McCarthy
Date: 1/24/2019
Re: Emeritus Status for Darcy Capstick

At our Parks Recreation and Arts Committee of Council meeting on January 23, 2019, we discussed giving Darcy Capstick Emeritus status on the Parks, Recreation and Arts Advisory Committee. The Committee felt that Darcy has been and will continue to be an important voice on the Parks, Recreation and Arts Advisory Committee. The Parks, Recreation and Arts Committee of Council would like to afford her the opportunity to continue participating in the future, but with her current family situation attendance at the meetings is sporadic and she is unable to meet the requirements of 50% of the meetings. A motion was made by Councilmember Hurt to grant Ms. Capstick emeritus status for Parks Recreation & Arts Advisory Committee membership. Councilmember Mastorakos seconded the motion. A voice vote was taken which resulted in a 3-0 unanimous affirmative result (Hurt, Mastorakos and McGuinness) to approve the motion and move it forward to City Council. With your approval, I would like to put this on the next Council agenda for their review and approval.

I have attached the initial memo and the Policy Statement that covers the emeritus status for Non-Statutory Committees.

*Forwarded to
for consent
1/28/19
City Council*

Memorandum

#2

To: Mike Geisel, City Administrator
From: Tom McCarthy
Director of Parks, Recreation & Arts
Date: 1/17/2019
Re: Darcy Capstick Emeritus Status



At our November 17, 2018 Parks, Recreation & Arts Citizens Advisory meeting the Committee had a discussion on the option to have a long-standing Committee member have emeritus status granted to them if they were unable to come to meetings on a regular basis. Darcy Capstick has been unable to attend meetings recently and the Committee feels that it is important to give Darcy the opportunity to still have a voice on the committee. Laura Schellenberg from Ward I put forth a motion to nominate Darcy Capstick to be approved for emeritus status to the Parks, Recreation & Arts Advisory Committee. With the understanding that the recommendation goes to the Parks, Recreation & Arts Committee of Council and then on to Council and the Mayor for final approval. Don Collins seconded the motion; a voice vote was then taken that passed unanimously by the Committee.

I have attached the Policy Statement that covers Emeritus status for non-Statutory Committees.

With your approval we would like to move this forward to the next Parks, Recreation & Arts Committee of Council meeting and then on the full Council and mayor if you are in favor.

**CITY OF CHESTERFIELD
POLICY STATEMENT**

CITY COUNCIL		NO.	1
SUBJECT	Membership - Non-Statutory Committees	INDEX	CC
DATE		DATE	1/5/98
ISSUED	4/18/89	REVISED	1/4/17
			2/5/18
			8/6/2018

POLICY

Members on any of the various City non-statutory committees are appointed by the Mayor with the consent of both Councilmembers in whose ward the individual nominee resides. Effective 8/1/2018, all new appointments to non-statutory committees, shall be for a term of three years from the date of the appointment, unless the individual appointment is specifically intended to fulfill an existing unexpired term. In the event a current member is not reappointed upon the expiration of their term, the member will be removed from the committee membership.

Membership of all non-statutory committees shall be limited to seventeen members; four per ward and one "At Large", unless otherwise noted.

Membership of all non-statutory committees may be supplemented by not more than four additional "Members Emeritus" to allow for continued participation of members who are no longer able to attend 50% of scheduled meetings or to allow for participation of individuals with special skills, knowledge, background, or experience. The minimum attendance requirements shall not apply to Members Emeritus, however Member Emeritus appointments shall be for a term of three years and shall be eligible for re-appointment as other members. Emeritus members shall not be eligible to serve as an officer of the respective Citizen Committee.

In the event a majority of the members of a Non-Statutory Committee vote to recommend the nomination of a Member Emeritus to their respective committee, said nomination will be forwarded to the respective Standing Committee of City Council for consideration. The Standing Committee of Council shall review, consider, and forward a recommendation to the full City Council who shall consider such Member Emeritus Appointment in the same manner as other member appointments.

Membership of the Chesterfield Historic and Landmark Preservation Committee (CHLPC) shall consist of six members per ward, plus six "At Large" members, plus up to fifteen total members to serve as "Member Emeritus" and "Ex-Officio".

Due to the technical nature of the subject matter discussed and the need to maintain effectiveness, the composition of the Management Information Systems Citizens Advisory Committee shall be limited to a total of nine members – two per ward and one "At Large".

An individual may concurrently serve on two non-statutory committees, or one statutory and one non-statutory committee; but not on two statutory committees.

Minutes

Individual non-statutory committees shall designate a member of the committee to take minutes.

Funding

There will be no formal program for funding for non-statutory committees, but each committee could submit requests for funding, to be evaluated on their own merit, to the appropriate Committee of Council.

RECOMMENDED BY:

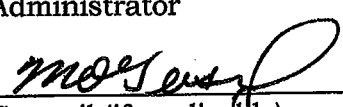
Department Head/Director/Council Committee (if applicable)

Date

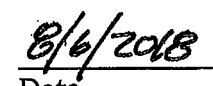
APPROVED BY:

City Administrator

Date



City Council (if applicable)



Date

PUBLIC HEALTH AND SAFETY COMMITTEE

Chair: Councilmember Flachsbart

Vice Chair: Councilmember DeCampi

There are no action items being forwarded from the Public Health and Safety Committee for this meeting.

The next of the Public Health and Safety Committee has not yet been scheduled.

If you have any questions or require additional information, please contact Chief Ray Johnson or me prior Monday's meeting.

CITY ADMINISTRATOR'S REPORT

BID RECOMMENDATION

2018 Accessible Sidewalk Ramp Improvement Project

The Department of Public Works sought bids for the construction of handicap ramps in conjunction with the City's annual CDBG project. Staff recommends acceptance of the low bid, as submitted by Sweetens Concrete, in the amount of \$38,578, with a funding authorization in an amount not to exceed \$43,000. This will allow construction of the Base Bid, all alternates, and a modest contingency should change orders become necessary. This entire project is to be funded through the CDBG Program, and there will be no net cost to the City of Chesterfield.

(A Roll Call Vote is required) Department of Public Works recommends approval.

If you have any questions or require additional information, please contact me prior to Monday's meeting.

Memorandum

Department of Public Works



TO: Michael O. Geisel, P.E.
City Administrator

FROM: James A. Eckrich, P.E. *JA*
Public Works Dir. / City Engineer

DATE: January 22, 2019

RE: 2018 Accessible Sidewalk Ramp Improvement Project

On January 22, 2019 the Department of Public Works publicly opened bids for the 2018 Accessible Sidewalk Ramp Improvement Project. Eight bids were received, as detailed in the attached memorandum from Project Manager Matt Dooley. The lowest bid was submitted by Sweetens Concrete. Sweetens Concrete has successfully performed this type of work in the past for other municipalities, and is positively recommended by City Staff. This year the sidewalk ramp improvements will be constructed in the Twin Estates at Sycamore Ridge, Sycamore Ridge, Sycamore Place, and Kehrs Mill Bend subdivisions.

The City's annual sidewalk ramp improvement projects are funded through the Community Development Block Grant (CDBG) program administered by St. Louis County. In 2018 the City of Chesterfield was eligible for \$51,500 in CDBG funding. While there are a number of ways a city can use CDBG funds, we believe the sidewalk ramp improvement program is the most appropriate, as it not only benefits many residents, but it allows the City of Chesterfield to work toward compliance with the Americans with Disabilities Act.

I recommend acceptance of the low bid, as submitted by Sweetens Concrete, in the amount of \$38,578, with a funding authorization in an amount not to exceed \$43,000. This will allow construction of the Base Bid, all alternates, and a modest contingency should change orders become necessary. This entire project will be funded through the CDBG Program, and there will be no cost to the City of Chesterfield. Please note that this is considered a 2018 project, but the funding from St. Louis County only recently became available. Therefore, construction will occur in 2019.

Should you have any questions, or require additional information, please let me know.

Please forward to City Council for Bid Approval prior to award.

Michael O. Geisel 2019-1-28

MEMORANDUM



DATE: January 22, 2019

TO: James Eckrich, Public Works Director

FROM: Matt Dooley, Project Manager 

SUBJECT: 2018 Accessible Ramp Improvements (2018-PW-02)

As you are aware, each year the City of Chesterfield is eligible for Community Development Block Grant funding through St. Louis County. While there are a number of eligible uses for CDBG funds, the City of Chesterfield has elected to utilize these funds to reconstruct sidewalk ramps to meet the standards defined within the Americans with Disabilities Act (ADA). This year the total funding available to the City of Chesterfield, through the CDBG program, is \$51,499.67. No local match is required.

City Staff typically defines a scope of work based upon the number of ramps we believe can be constructed based upon the amount of funding we believe will be available. This is referred to as the Base Bid. Should additional funding become available, we also create "Alternates" which allow us to increase the scope of the project if the bids received are favorable. In this case the Base Bid and all alternates are located within the Twin Estates at Sycamore Ridge, Sycamore Ridge, Sycamore Place and Kehrsmill Bend Subdivisions.

On January 22, 2019, the City of Chesterfield publicly opened bids for the above-described CDBG sidewalk ramp project. A summary of those bids is as follows:

Contractor	Base Bid	Alt#1	Alt#2	Alt#3	Alt#4	Total Bid
Sweetens Concrete	\$ 19,491.49	\$ 5,690.35	\$ 3,773.37	\$ 4,774.74	\$ 4,848.48	\$38,578.43
Fosters Concrete	\$ 24,288.03	\$7,809.79	\$ 5,345.46	\$ 6,624.24	\$ 6,730.42	\$ 50,797.94
Lamke Trenching	\$ 29,751.50	\$ 8,041.00	\$ 5,255.00	\$6,775.20	\$ 6,896.40	\$ 56,719.10
E.Meir Contracting	\$ 30,641.95	\$ 8,266.75	\$ 5,456.60	\$ 7,017.90	\$ 7,138.60	\$ 58,521.80
T. Hill Construction	\$ 30,695.74	\$ 12,147.89	\$ 6,294.00	\$ 7,783.76	\$ 8,156.52	\$ 65,077.91
Amcon	\$ 31,682.04	\$ 10,118.64	\$ 7,332.00	\$ 9,287.20	\$ 9,426.40	\$ 67,846.28
R.V. Wagner	\$ 32,041.00	\$ 9,618.50	\$ 6,255.00	\$ 7,924.00	\$ 8,058.00	\$ 63,896.50
Spencer Contracting	\$ 55,776.08	\$ 14,714.98	\$ 9,851.30	\$ 12,275.46	\$ 14,463.62	\$ 107,081.44

Based upon the bids received, the City of Chesterfield can construct the Base Bid and all Alternates, at an estimated cost of \$38,578.43. The low bidder for this scope, Sweetens Concrete, has successfully performed this type of work in other municipalities. Accordingly, we recommend acceptance of the low total bid of \$38,578.43 submitted by Sweetens Concrete and request authorization of work up to the amount of the available funding, \$51,499.67. The above contract amount covers the Base Bid, all Alternates, and a contingency.

Should you require additional information, please advise.

cc: 2018-PW-02 File

UNFINISHED BUSINESS

There are no unfinished action items on the agenda for this meeting.

If you have any questions or require additional information, please contact me prior to Monday's meeting.

NEW BUSINESS

I am unaware of any New Business items for this meeting's agenda.

If you have any questions or require additional information, please contact me prior to Monday's