



**FLORISSANT CITY COUNCIL AGENDA**  
City Hall  
955 rue St. Francois  
Monday, November 26, 2018  
7:30 PM  
Karen Goodwin, MMC/MRCC



***I. PLEDGE OF ALLEGIANCE***

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

***III. APPROVAL OF MINUTES***

- Meeting and Executive minutes of November 12, 2018

***IV. HEARING FROM CITIZENS***

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

***V. COMMUNICATIONS***

***VI. PUBLIC HEARINGS***

18-11-033 Staff Report	Request to amend the Zoning Code concerning short term loan establishments. (Planning and Zoning Recommended approval on 11/5/18)	Phil Lum
18-11-034 (Ward 9) Application Staff Report Plans	Request to rezone for Smart Senior Living, LLC the property located at 1475 & 1415 Carla Drive from R-6 "Multiple Family Dwelling District" to PEU "Planned Environmental Unit" to allow for the construction of a new senior living facility complex. (Planning and Zoning recommended approval on 11/5/18)	Gregory Lee
18-11-035 (Ward 5) Application Staff Report Plans	Request to amend B-5 Ordinance No. 6836 as amended to allow for additions to the Siteman Cancer Center located at 1225 Graham Road. (Planning and Zoning recommended approval on 11/5/18)	George Stock/Kate Stock Gitto

**VII. OLD BUSINESS**

**A. BILLS FOR SECOND READING**

9441 Budget	Ordinance adopting the budget for the City of Florissant for the fiscal year commencing on December 1, 2018 and ending on November 30, 2019 and providing for its effective date.	2 <sup>nd</sup> Reading Council as a whole
9442 Annual Plan	Ordinance approving the Community Development Block Grant (CDBG) FY2019 Annual Action Plan for the City of Florissant, Missouri and authorizing and directing the Mayor to submit such plan to the United States Department of Housing and Urban Development.	2 <sup>nd</sup> Reading Council as a whole
9443	Ordinance to authorize an amendment to B-5 Ordinance No. 8105 to allow for a shopping center with a sit-down, carry-out restaurant (Imo's) for the property located at 15285 New Halls Ferry Road.	2 <sup>nd</sup> Reading Caputa
9444	Ordinance to authorize a transfer of Special Use Permit No. 7018 from Cross Keys Auto Inc. to STL Cheap Cars Inc. for the operation of a used car dealership located at 14050 New Halls Ferry Road.	2 <sup>nd</sup> Reading Siam
9445	Ordinance to authorize a transfer of Special Use Permit No. 8223 from Metropolitan Events LLC to Grace and Mercy Adult Day Program, LLC for the operation of an event/banquet center located at 11 Patterson Plaza Shopping Center.	2 <sup>nd</sup> Reading Caputa
9446	Ordinance to authorize an amendment to Special Use Permit No. 8223 previously issued for event banquet center to allow for the additional use as an adult day program for the property located at 11 Patterson Plaza Shopping Center.	2 <sup>nd</sup> Reading Caputa
9447 Contract	Ordinance repealing Ordinance No. 8283 and authorizing the Mayor of the City of Florissant to enter into a contract with the law firm of Lewis, Rice, represented by John M. Hessel for legal services for the City of Florissant commencing on December 1, 2018 and ending on November 30, 2019.	2 <sup>nd</sup> Reading Council as a whole
9449 Memo	Ordinance Appropriating the Community Development Block Grant (CDBG) Funds For the 2018 Fiscal Year for the City of Florissant.	2 <sup>nd</sup> Reading Council as a Whole

## **VIII. NEW BUSINESS**

### **A. BOARD APPOINTMENTS**

### **B. REQUESTS**

Ward 5 Application	Request for Christopher Teague to keep 4 chickens located at 276 N. Castello St. (Recommended approval by the Health Department 11/16/18)	Christopher Teague
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### **C. BILLS FOR FIRST READING**

9450 Memo	Ordinance amending the zoning code to define “Installment Lenders”, redefine “Consumer Loan Company”, and “Short Term Loan Establishment” and add “Installment Loan Lenders” as a permitted use.	Council as a whole
9451	Ordinance to rezone for Smart Senior Living, LLC the property located at 1475 & 1415 Carla Drive from R-6 “Multiple Family Dwelling District” to PEU “Planned Environmental Unit” to allow for the construction of a new senior living facility complex.	Siam
9452	Ordinance to amend B-5 Ordinance No. 6836 as amended to allow for additions to the Siteman Cancer Center located at 1225 Graham Road.	Schildroth
9453 Memo	Ordinance to amend Title II, Chapter 245 “Parks & Recreation” of the Florissant City Code, Section 245.180 “Fees For Use”, to adjust fees for use of various park facilities.	Council as a whole
9454 Memo	Ordinance to amend Chapter 245 “Parks and Recreation” Article XI “Old Fleurissant Golf Club” of the Florissant City Code, Subsection 245.610 “Fees and Charges” to adjust fees for the golf course facility.	Council as a whole
E9455 Memo	Ordinance authorizing a transfer of \$10,000 from account no. 01-5-48-13030 “Medical Insurance” to account no. 01-5-48-10010 “Salaries” to cover salaries for Public Works through the end of the fiscal year.	Caputa
9456	Ordinance amending Section 100.090, “Schedule of Court Costs” within the Florissant Code of Ordinances, by adding a State Court Automation Surcharge.	Caputa

E9457	Ordinance repealing Ordinance No. 8182 establishing a new compensation plan for part-time employees of the City of Florissant and containing an effective date clause.	Caputa
E9458	Ordinance amending section 125.065.A “Job Classification and Grade Level” by adjusting and adding certain job classifications.	Caputa
E9459	Ordinance repealing ordinance no. 8183 establishing a new compensation plan for seasonal employees of the City of Florissant and containing an effective date clause.	Caputa
E9460	Ordinance providing compensation for employees at their maximum pay rate for fiscal year 2018-2019 and providing an effective date.	Caputa

***IX. Motion to cancel the December 24<sup>th</sup> Council meeting.***

***X. COUNCIL ANNOUNCEMENTS***

***XI. MESSAGE FROM THE MAYOR***

***XII. ADJOURNMENT***

**THIS AGENDA WAS POSTED AT THE FLORISSANT CITY HALL NOVEMBER 21TH, 2018 AT 12:00 PM ON THE BULLETIN BOARD OUTSIDE THE COUNCIL CHAMBERS. ANY ONE WISHING TO ATTEND THE COUNCIL MEETING WHO HAS SPECIAL NEEDS SHOULD CONTACT THE CITY CLERK’S OFFICE AT 839-7630 OR TDD 839-5142 BY NOON ON MONDAY, NOVEMBER 26, 2018.**



# CITY OF FLORISSANT



## COUNCIL MINUTES

November 12, 2018

The Florissant City Council met in regular session at Florissant City Hall, 955 rue St. Francois on Monday, November 12, 2018 at 7:30 p.m. with Council President Caputa presiding. The Chair asked everyone in attendance to stand and join in reciting the Pledge of Allegiance.

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

Councilman Schildroth moved to approve the meeting minutes of October 22, 2018, seconded by Caputa. Motion carried.

Councilman \_\_\_\_\_ moved to approve the budget meeting minutes of October 13<sup>th</sup>, 23<sup>rd</sup>, 29<sup>th</sup> 30<sup>th</sup> and November 3<sup>rd</sup>, 2018, seconded by \_\_\_\_\_, Councilman Harris moved to amend line 45 of the October 30<sup>th</sup> budge minutes to say “Councilman Harris states he sees the need for internal controls and implementing new processes as suggested by Mrs. Johnson and the auditor. He thinks we need enough people with the right experience to do this job”, seconded by Schildroth, on voice vote motion to amend the minutes passed. On the motion to approve the minutes as amended, with a voice vote the motion carried unanimously.

The next item on the Agenda was Hearing from Citizens of which there were none.

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

The next item on the Agenda was Public Hearings.

The City Clerk reported that Public Hearing #18-11-032 to be held this night on a Request to issue an amendment to B-5 Ordinance No. 8105 to allow for a shopping center with a sit-down, carry-out restaurant (Imo’s) for the property located at 15285 New Halls Ferry Road had been advertised in substantially the same form as appears in the foregoing publication and by posting the property. The

32 Chair declared the Public Hearing to be open and invited those who wished to be heard to come  
33 forward.

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36 The Chair asked if there were any citizens who would like to speak on said public hearing.  
37 Being no citizens who wished to speak, Councilman Schildroth moved to close P.H. #18-11-032,  
38 seconded by Caputa. Motion carried.

39 The Chair stated that the next item on the agenda is old business. The first item under old  
40 business is bills for second reading.

41 Councilman \_\_\_\_\_ moved that Bill No. 9439 Ordinance to authorize an amendment to  
42 Special Use Permit No. 8130 as amended to allow for the expansion of an auto repair and auto body  
43 shop d/b/a MAG Automotive located at 8461 N. Lindbergh be read for a second time, seconded by  
44 \_\_\_\_\_. Motion carried and Bill No. 9439 was read for a second time. Councilman Siam moved that  
45 Bill No. 9439 be read for a third time, seconded by Pagano. Motion carried and Bill No. 9439 was read  
46 for a third and final time and placed upon its passage.

47 Before the final vote all interested persons were given an opportunity to be heard. Being no  
48 citizens who wished to speak, on roll call the Council voted: Schildroth yes, Henke yes, Pagano yes,  
49 Parson yes, Siam yes, Harris yes, Jones yes, Eagan yes and Caputa yes. Whereupon the Chair declared  
50 Bill No. 9439 to have passed and became Ordinance No. 8465.

51 Councilman Harris moved to appoint Yolanda Holton, \_\_\_\_\_, to the Citizen  
52 Participation Committee from Ward 1 for a term expiring on 10/22/2023, seconded by Schildroth.  
53 Motion Carried.

54 Councilman Caputa moved to accept the Mayor's appointment of Carole Lowery, 2232 Marrison,  
55 to the Senior Citizen Commission with a term expiring 10/22/2021, seconded by Pagano. Motion  
56 carried.

57 The Chair stated that the next item on the agenda was Requests.

58 Councilman Henke moved to approve Full Liquor by the Drink license for Exquisite Taste  
59 Events LLC located at 111 rue St Francois, seconded by Caputa, Discussion: Councilman Eagan  
60 moved to suspend the rules to speak with the petitioner, seconded by Schildroth. Mr. Samuel Jones  
61 was asked to come to the podium.

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64 Councilman Siam moved to accept the application for a Transfer of Special Use Permit No.  
65 Special Use Permit No. 7018 from Cross Keys Auto Inc. to STL Cheap Cars Inc. for the operation of a  
66 used car dealership located at 14050 New Halls Ferry Road, seconded by Caputa. Motion carried.

67 Councilman Caputa moved to accept the application for a Transfer of Special Use Permit no.  
68 8223 from Metropolitan Events LLC to Grace and Mercy Adult Day Program I, LLC for the operation  
69 of an event/banquet center located at 11 Patterson Plaza Shopping Center. Seconded by Eagan,  
70 Motion carried.

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

72 Councilman Caputa introduced Bill No. 9441 Ordinance adopting the budget for the City of  
73 Florissant for the fiscal year commencing on December 1, 2018 and ending on November 30, 2019 and  
74 providing for its effective date and said Bill was read for the first time by title only.

75 Councilman Caputa introduced Bill No. 9442 Ordinance approving the Community  
76 Development Block Grant (CDBG) FY2019 Annual Action Plan for the City of Florissant, Missouri  
77 and authorizing and directing the Mayor to submit such plan to the United States Department of  
78 Housing and Urban Development and said Bill was read for the first time by title only.

79 Councilman Caputa introduced Bill No. 9443 Ordinance to authorize an amendment to B-5  
80 Ordinance No. 8105 to allow for a shopping center with a sit-down, carry-out restaurant (Imo's) for the  
81 property located at 15285 New Halls Ferry Road and said Bill was read for the first time by title only.

82 Councilman Caputa introduced Bill No. 9444 Ordinance to authorize a transfer of Special Use  
83 Permit No. 7018 from Cross Keys Auto Inc. to STL Cheap Cars Inc. for the operation of a used car  
84 dealership located at 14050 New Halls Ferry Road and said Bill was read for the first time by title only.

85 Councilman Caputa introduced Bill No. 9445 Ordinance to authorize a transfer of Special Use  
86 Permit No. 8223 from Metropolitan Events LLC to Grace and Mercy Adult Day Program, LLC for the  
87 operation of an event/banquet center located at 11 Patterson Plaza Shopping Center and said Bill was  
88 read for the first time by title only.

89 Councilman Caputa introduced Bill No. 9446 Ordinance to authorize an amendment to Special  
90 Use Permit No. 8223 previously issued for event banquet center to allow for the additional use as an  
91 adult day program for the property located at 11 Patterson Plaza Shopping Center and said Bill was  
92 read for the first time by title only.

93 Councilman Caputa introduced Bill No. 9447 Ordinance repealing Ordinance No. 8283 and  
94 authorizing the Mayor of the City of Florissant to enter into a contract with the law firm of  
95 Lewis, Rice, represented by John M. Hessel for legal services for the City of Florissant  
96 commencing on December 1, 2018 and ending on November 30, 2019 and said Bill was read for  
97 the first time by title only.

98 Councilman Caputa introduced Bill No. 9448 Ordinance to authorize an amendment to budget  
99 Account No. 03-4-03300 “Miscellaneous Revenue”, in the amount of \$22,830 and authorize an  
100 appropriation in the same amount to Account No. 01-5-49-61000 for the replacement of a totaled  
101 Dodge Charger for the Police Department and said Bill was read for the first time.

102 Councilman Eagan moved that Bill No. 9448 be read for a second time, seconded by  
103 **Schildroth**. Motion carried and Bill No. 9448 was read for a second time. Councilman **Eagan** moved  
104 that Bill No. 9448 be read for a third time, seconded by Caputa. On roll call the Council voted:  
105 Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes, Harris yes, Jones yes, Eagan yes and  
106 Caputa yes. Having received the unanimous vote of all members present Bill No. 9448 was read for a  
107 third and final time and placed upon its passage. Before the final vote all interested persons were given  
108 an opportunity to be heard.

109 Being no persons who wished to speak, on roll call the Council voted: Schildroth yes, Henke  
110 yes, Pagano yes, Parson yes, Siam yes, Harris yes, Jones yes, Eagan yes and Caputa yes. Whereupon  
111 the Chair declared Bill No. 9480 to have passed and became Ordinance No. 8466.

112 Councilman Caputa introduced Bill No. 9449 Ordinance Appropriating the Community  
113 Development Block Grant (CDBG) Funds For the 2018 Fiscal Year for the City of Florissant and said  
114 Bill was read for the first time by title only.

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116 The next item on the Agenda was Council Announcements.

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119 The next item on the Agenda was Mayor Announcements.

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122 The Council President announced that the next regular City Council Meeting was scheduled for  
123 Monday, November 26, 2018 at 7:30 pm.

124 Councilman Schildroth moved to adjourn the meeting, seconded by Siam. Motion carried.  
125 The meeting was adjourned at 8:23 p.m.

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130 The following Bills were signed by the Mayor:

131 Bill No. 9439 Ord. 8465

132 Bill No. 9448 Ord. 8466

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Karen Goodwin, City Clerk



**CITY OF FLORISSANT**  
**CITY COUNCIL**  
**OPEN EXECUTIVE SESSION**

November 12, 2018

The City Council of the City of Florissant met in open Executive Session on Monday, November 12, 2018 at 6:30 pm. in the Council Conference room at 955 rue St. Francois, with President Caputa presiding. On Roll Call the following Council members were present: Siam, Harris, Caputa, Schildroth, Henke, Pagano, Jones, Parson, and Eagan. Also present was City Attorney John Hessel and City Clerk Karen Goodwin.

Councilman Eagan moved to call for a closed meeting to discuss litigation and confer with the city attorney pursuant to Section 610.021 (1) of the Revised Statutes of Missouri, seconded by Pagano. On Roll Call the Council voted: Siam yes, Caputa yes, Harris yes, Jones yes, Schildroth yes, Henke yes, Pagano yes, Parson yes, Eagan yes. Motion carried.

The Council discussed litigation and conferred with the City Attorney.

Councilman Eagan moved to open the closed executive session, seconded by Henke. On roll call the Council voted: On Roll Call the Council voted: Siam yes, Caputa yes, Parson yes, Lee yes, Eagan yes, Jones yes, Schildroth yes, Henke yes, Pagano yes. Motion carried.

There being no further business to discuss, Councilman Eagan motioned to adjourn, seconded by Henke. Motion carried and the meeting adjourned at 7:20 pm.

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Karen Goodwin, MPPA/MMC/MRCC  
City Clerk

# CITY OF FLORISSANT



## NOTICE OF PUBLIC HEARING

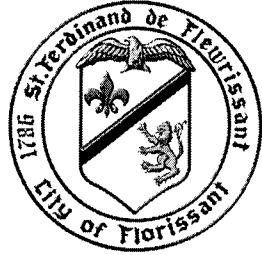
Notice is hereby given that a Public Hearing will be held by the City Council of the City of Florissant, MO, in the Council Chambers, 955 Rue St. Francois, on Monday, November 26, 2018 at 7:30 P.M. on the following proposition:

To amend the Zoning Code concerning short term loan establishments. Citizens and parties of interest will have the opportunity to be heard at said public hearing. Anyone with special needs should contact the City Clerk at least 5 days before said public hearing by calling 839-7630 or TDD 839-5142. CITY OF FLORISSANT.

Karen Goodwin, MMC, City Clerk.

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**MEMORANDUM**



**RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN**

SIGN.

DATE:  
11-5-18

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**CITY OF FLORISSANT- Building Division**

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

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To: Planning and Zoning Commissioners                      Date: November 1, 2018  
From: Philip E. Lum, AIA-Building Commissioner c:      Todd Hughes, P.E.,  
Director Public Works  
Deputy City Clerk  
Applicant  
File

Subject: Request Recommended Approval to amend the zoning code to update and correct the definitions of short term loan establishments.

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**STAFF REPORT**  
**CASE NUMBER PZ-111518-3**

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**I. PROJECT DESCRIPTION:**

This is a request for a change in the **Zoning Code** to give better clarity on short term loan establishments and to align the City Code with State Regulations.

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**II. EXISTING CONDITIONS:**

It comes to the attention of staff that the Zoning Code defines Short Term Loan Establishments and Banks, but improperly classifies Consumer Loan Establishments.

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As a result of this research and the need to clarify the code and to make City Code definitions consistent with State regulations, staff recommends consideration of the following:

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Previous applications for Consumer Loan businesses have been previously denied, see attached. Under the current Zoning Code definitions below in section 405.035, I must



40 deem that any Consumer Loan Establishment is a Short Term Loan Establishment, and as  
41 such, is regulated by distance and/or population as described in the code.

42  
43 Consumer Loan Companies under state licensure fall under State statutes section, RsMO  
44 367.100 Consumer Loan Companies, RsMO 408.510 Consumer Installment Lender, and  
45 RsMO 408.512 Traditional Installment Lender, however, the City Zoning Code captures  
46 Short Term Loan Establishments as **any that are not a bank** licensed under RsMO 362.

47  
48 See the following zoning definitions from Section 405.035:

49 *BANK*  
50 *An institution that trades in money; an establishment for the deposit, custody and issuance of money and*  
51 *also for making loans and discounts and facilitating the transmission of remittances from one place to*  
52 *another. Credit unions and savings and loans shall also be classified as a bank, but "check cashing*  
53 *establishments", "short-term loan establishments" and "pawnshops" are not classified as a bank.*

54  
55 *CONSUMER LOAN COMPANY*  
56 *A company that is primarily or substantially in the business of making loans secured or unsecured and are*  
57 *authorized under Chapter 367, RSMo., (sometimes referred to as "Small Loan Companies",*  
58 *"Title Loan Companies" and/or "Pawnshops") or where authorized under Chapter 408, RSMo., (sometimes*  
59 *referred to as "Consumer Installments Loan Companies" or "Payday Loan Companies") and are not*  
60 *licensed by the appropriate State or agency as a banking or savings and loan facility.*

61  
62 *SHORT-TERM LOAN ESTABLISHMENT*  
63 *A business, other than a pawnbroker operating in conformity with the Florissant Code, engaged in*  
64 *providing short-term loans to the public as a primary or substantial element of its business and which is*  
65 *not licensed by the appropriate State or Federal agency as a banking or savings and loan facility."*

66  
67 The City Attorney has researched these issues with a recent applicant. Staff therefore  
68 recommends the following:

69 **Suggested Motion:**  
70 I move to recommend approval to amend Title IV "Land Use" of the Florissant City  
71 Code, Section 405.035 "Definitions" to include the definition of "consumer loan  
72 company"; adding a definition for "installment loan lenders"; and to change the definition  
73 of "short term loan establishments.", to include Consumer Loan Companies as a  
74 permitted use where banks are permitted and to include Short Term Loan Establishments  
75 as a Special Use, where banks are permitted.

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77 The proposed amendments to the Zoning Code are as follows:

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79 **(A) Section 405.035. "Definitions"** should be amended to include the following:

80  
81 CONSUMER LOAN COMPANY – A company that is primarily or  
82 substantially in the business of making loans secured or unsecured and are  
83 authorized under Chapter 367, R.S.Mo., sometimes also referred to as  
84 "traditional installment loan lenders," as authorized under Chapter 408,

85 R.S.Mo. A consumer loan company shall not include companies  
86 sometimes referred to as "Pay Day Loan Companies" or "Title Loan  
87 Companies."

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89 INSTALLMENT LOAN LENDERS – A company that is licensed under  
90 Sections 367.100 to 367.200, R.S.Mo., or Section 408.510, R.S.Mo.,  
91 whose direct consumer loans are limited only to traditional installment  
92 loans as defined in Section 408.512, R.S.Mo. An installment loan lender is  
93 also referred to as a "Consumer Loan Company" but shall not include  
94 companies referred to as "Pay Day Loan Companies" or "Title Loan  
95 Companies."

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97 SHORT-TERM LOAN ESTABLISHMENT – A business, other than a  
98 pawn broker operating in conformity with the Florissant Code, engaged in  
99 providing short term loans to the public as a primary or substantial  
100 element of its business and which is not licensed by the appropriate state  
101 or federal agency as a bank or savings and loan facility, a consumer loan  
102 company or a traditional installment loan lender. These business are  
103 sometimes referred to as "Pay Day Loan Companies," "Title Loan  
104 Companies" or other similar names.

105  
106 **(B) Section 405.115 "B1"; Section 405.120 "B2"; Section 405.125 "B3";**  
107 **and Section 405.130 "B4"** should be amended to include Installment Loan  
108 Lenders as a permitted use in each of those zoning districts.

109  
110 **(C) Section 405.125(K) "Special Use Permits"** should be amended by  
111 deleting item 44 as currently written and substituting the following:

112  
113 44. Short Term Loan Establishments, provided, however, that two (2) fully  
114 operational, state-of-the-art security cameras shall be installed to monitor and  
115 clearly record the activities at all times and the recordings shall be kept for a  
116 minimum of thirty (30) days; a panic alarm wired to the Florissant Police  
117 Department or a reputable security firm that is acceptable to the Florissant Police  
118 Department shall be installed; no more than ten percent (10%) of the windows can  
119 be obstructed with signs so as to interfere with visibility into the business; and  
120 short term loan establishments will not be permitted if the total number of short  
121 term loan establishments exceeds one (1) per ten thousand (10,000) population in  
122 the City, or, if the location of the short term loan establishment is within two (2)  
123 miles of another short term loan establishment.

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125 (End report and suggested motion)

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## Philip Lum

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**From:** Philip Lum  
**Sent:** Tuesday, September 11, 2018 11:11 AM  
**To:** Dianne Lehmann  
**Subject:** FW: Short Term Loan Establishment 3401  
**Attachments:** doc01962220180827135134.pdf

Copy and paste letter.

Philip E. Lum, AIA  
Building Commissioner  
955 Rue St. Francois  
Florissant, MO 63031  
314-839-7642  
[plum@florissantmo.com](mailto:plum@florissantmo.com)

The application for this business at 3401 N Hwy 67 is hereby denied. Reviewing our definitions below in section 405.035, I must deem that this is a short term loan establishment, and as such, is too closely located to several others in the city to locate as proposed. Documents provided state licensure under State statutes section, RsMO 367.100 Consumer Loan Companies, RsMO 408.510 Consumer Installment Lender, and RsMO 408.512 Traditional Installment Lender, however, our definition of Short Term Loan Establishment appears to any that are not a bank licensed under RsMO 362. See the following zoning definitions.

### "BANK

An institution that trades in money; an establishment for the deposit, custody and issuance of money and also for making loans and discounts and facilitating the transmission of remittances from one place to another. Credit unions and savings and loans shall also be classified as a bank, but "check cashing establishments", "short-term loan establishments" and "pawnshops" are not classified as a bank.

### SHORT-TERM LOAN ESTABLISHMENT

A business, other than a pawnbroker operating in conformity with the Florissant Code, engaged in providing short-term loans to the public as a primary or substantial element of its business and which is not licensed by the appropriate State or Federal agency as a banking or savings and loan facility."

Philip E. Lum, AIA  
Building Commissioner  
955 Rue St. Francois  
Florissant, MO 63031  
314-839-7642  
[plum@florissantmo.com](mailto:plum@florissantmo.com)

-----Original Message-----

**From:** [Scans@donotreply.com](mailto:Scans@donotreply.com) [<mailto:Scans@donotreply.com>]  
**Sent:** Monday, August 27, 2018 2:52 PM  
**To:** Philip Lum  
**Subject:**

January 11, 2011

C/o Mr. Scott Lee  
Karl L. White  
11755 Whitesville Road  
Fortson, GA 31808

Re: Permitted uses: 1180 N Highway 67  
Motormax Financial Services

Dear Mr. Lee:

I have reviewed your application for a Special Use Permit dated December 28, 2010 which describes a business enterprise at the above address, in which you describe the business as "Finance Company." I discussed this with you and you report today that the business is authorized under Chapter 408 RsMo as a Consumer Installments Loan Company.

It is my interpretation that the Zoning Code defines this type of establishment as a Consumer Loan Company and that this business would not be permitted at this location due to proximity within 2 miles from at least one other Consumer Loan Company, citing the example of Title Max located at 2749 N Highway 67 and perhaps others. Zoning also prevents establishment of more than 1 per 10,000 population of such businesses in the City at one time. I am researching this as well.

It is also evident from your website that your company holds itself out as a Consumer Loan Company. With regard to this interpretation, we can not include this petition on the agenda of the Planning & Zoning Commission at this time.

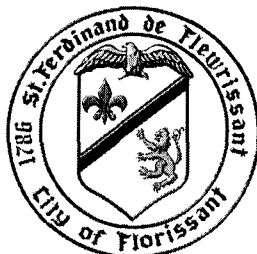
If you believe this Zoning interpretation is in error, I encourage you to file an appeal to the Zoning Board of Adjustment.

Sincerely,

Philip E. Lum, AIA  
Building Commissioner

cc: File  
Mayor Robert G. Lowery, Sr.  
Louis B. Jearls, Jr.- Director of Public Works

## MEMORANDUM



### CITY OF FLORISSANT

To: City Council Date: 1/11/07

Thru: Mayor Robert G. Lowery cc: Karen Goodwin, City Clerk  
Lou Jearls, P.E., Dir. of Public Works John Hessel, City Attorney  
File

From: John Morgan, Building Commissioner

Subject: Recommendation for Consumer Loan Companies

The Planning and Zoning Commission has recommended that several changes be made to the zoning code as it relates to Consumer Loan Companies. Attached is a memo from me to the commission with the recommended changes. Below is the actual changes as it pertains to the current wording and the recommended changes. The portions with the strike through lines are the recommended omissions and the underlined wording is the additions. The rest of the referred sections 405.035, 405.125 and 405.130 are to remain unchanged with the exception of re-lettering and re-numbering changes.

#### SECTION 405.035: DEFINITIONS

For the purpose of this Chapter, the following terms, phrases, words and their derivations shall have the meaning given herein.

~~CONSUMER INSTALLMENT LOAN ESTABLISHMENT: A business licensed by the State of Missouri under Section 408.510, RSMo., and engaged in making secured or unsecured loans of not more than five thousand dollars (\$5,000.00) and payable in not less than one hundred twenty (120) days. "Banks", "check-cashing establishments", "short-term loan establishments" and "pawnshops" are not classified as consumer installment loan establishments.~~

CONSUMER LOAN COMPANY: A company that is primarily or substantially in the business of making loans secured or unsecured and are authorized under Chapter 367 R.S.MO. (Sometimes referred to as "Small Loan Companies", "Title Loan Companies", and/or "Pawn Shops") or where authorized under Chapter 408, R.S.MO. (Sometimes referred to as "Consumer Installments Loan Companies" or "Payday Loan Companies")

and are not licensed by the appropriate state or agency as a banking or savings and loan facility.

~~PAWNBROKER: Any person engaged in the business of lending money on the security of pledged goods or engaged in the business of purchasing tangible personal property on condition that it may be redeemed or repurchased by the seller for a fixed price within a fixed period of time.~~

~~PAWNSHOP: The location at which, or premises in which, a pawnbroker regularly conducts business.~~

#### SECTION 405.125: "B-3" EXTENSIVE BUSINESS DISTRICT

B. Use Regulations. A building or lot within the "B-3" Extensive Business District shall be used only for the following purposes; provided that, except as otherwise set forth herein, the uses do not allow adult entertainment on the premises:

~~21. Consumer installment loan establishment.~~

~~73. Pawnshops, provided that the licensing requirements of the City are met.~~

K. Special Use Permits. The City Council may, by Special Permit, after public hearing and notice as provided in Article VIII and subject to such protective restrictions that the Council may deem necessary, authorize the location, extension or structural alteration of any of the following buildings or uses in a "B-3" Extensive Business District:

44. ~~Short-term loan establishments~~ Consumer Loan Company, provided however, that two (2) fully operational, state of the art security cameras shall be installed to monitor and clearly record the activities at all times and the recordings shall be kept for a minimum of thirty (30) days; a panic alarm wired to the Florissant Police Department or a reputable security firm that is acceptable to the Florissant Police Department shall be installed; no more than ten percent (10%) of the windows can be obstructed with signs so as to interfere with visibility into the business; and ~~short-term loan establishments~~ Consumer Loan Company will not be permitted if the total number of short-term loan establishments exceed one (1) per ten thousand (10,000) population in the City, or if the location of the short-term loan establishment is within two (2) miles of another short-term loan establishment.

#### SECTION 405.130: "B-4" HIGHWAY COMMERCIAL DISTRICT

B. Use Regulations. A building or lot within the "B-4" Highway Commercial District shall be used only for the following purposes:

1. Any use permitted in the "B-1" Local Shopping District, "B-2" Central Business District and "B-3" Extensive Commercial District as follows:

u. ~~Consumer installment loan establishment.~~

bt. ~~Pawnshops, provided that the licensing requirements of the City~~  
~~are met.~~

## Philip Lum

---

**From:** Philip Lum  
**Sent:** Thursday, October 25, 2018 3:33 PM  
**To:** Mayor Schneider  
**Subject:** RE: Zoning Code Amendments

I have reviewed the document and agree with it as a drafted ordinance change. When we met, we decided that we needed the proposed definition changes and Mr. Hessel has drafted acceptable definitions to fill the gaps in our code.

**Philip E. Lum, AIA**  
Building Commissioner  
955 Rue St. Francois  
Florissant, MO 63031  
314-839-7642  
[plum@florissantmo.com](mailto:plum@florissantmo.com)

---

**From:** Mayor Schneider  
**Sent:** Thursday, October 25, 2018 2:19 PM  
**To:** Philip Lum  
**Subject:** RE: Zoning Code Amendments

What I meant was to advise me on your review of the document prepared by Mr. Hessel.

---

**From:** Philip Lum  
**Sent:** Thursday, October 25, 2018 2:06 PM  
**To:** Mayor Schneider; Todd Hughes  
**Subject:** RE: Zoning Code Amendments

Mr. Hessel and I met shortly after I denied an application for a consumer loan company because, although it was consistent with the Florissant Code to deny it, it was not consistent with recent State of MO legislation. I recommend placing this item on the next P&Z agenda.

**Philip E. Lum, AIA**  
Building Commissioner  
955 Rue St. Francois  
Florissant, MO 63031  
314-839-7642  
[plum@florissantmo.com](mailto:plum@florissantmo.com)

---

**From:** Mayor Schneider  
**Sent:** Thursday, October 25, 2018 1:56 PM  
**To:** Philip Lum; Todd Hughes  
**Subject:** FW: Zoning Code Amendments

Todd and Phil,  
Please advise.  
Mayor Schneider



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

# LEWIS RICE LLC

Attorneys at Law

600 Washington Avenue  
Suite 2500  
St. Louis, Missouri  
63101

## MEMORANDUM

TO: Mayor Schneider  
Todd Hughes  
Phil Lum

CC: Karen Goodwin

FROM: John Hessel

DATE: October 25, 2018

RE: Zoning Code Amendments – Traditional Installment Loan Lenders/Consumer Loan Company

Many years ago, we amended the Zoning Code to create definitions for “consumer loan companies” and “short-term loan establishments” due to the increasing “Pay Day Loan” businesses, and “Title Loan” businesses. Since that time, the Missouri legislature has adopted legislation clarifying consumer loan companies as being “traditional installment loan lenders” as defined in Section 408.512, R.S.Mo. In so doing, the Missouri legislature also included a provision stating that no ordinance can “prevent, restrict or discourage traditional installment loan lenders from operating in any location where any lender who makes loans payable in equal installments over more than 90 days is permitted;”. In essence, this legislation prevents the City from treating traditional installment loan lenders differently than banks. Accordingly, we need to amend the Zoning Code to distinguish installment loan lenders/consumer loan companies from short term loan establishments, and treat the installment loan lenders in the same manner as banks.

I am recommending that Section 405.035 “Definitions” within the Zoning Code be amended by changing the definition of “consumer loan company”; adding a definition for “installment loan lenders”; and changing the definition of “short term loan establishments.” I am also recommending that the Zoning Code be amended to include installment loan lenders as a permitted use so that they are comparable to “Banks” in accordance with Missouri statutes.

In addition to the items above, it appears that a codification error was made with respect to the listing of “short term loan establishments” as a special use. Accordingly, I am recommending that we amend the classification of “short term loan establishments” as a special use as set forth in Section 405.125 “B3” Zoning District.

# LEWIS RICE<sub>LLC</sub>

We have an installment loan lender who has applied for licensing and is anxious to proceed. Accordingly, I am hopeful that the following Code amendments can be presented to the Planning and Zoning Commission at its first meeting in November and approved at that meeting so it can be presented to the City Council in a timely manner. I will make myself available at the Planning and Zoning Commission if you believe it would be beneficial.

The proposed amendments are as follows:

**(A) Section 405.035. "Definitions"** should be amended to include the following:

CONSUMER LOAN COMPANY – A company that is primarily or substantially in the business of making loans secured or unsecured and are authorized under Chapter 367, R.S.Mo., sometimes also referred to as "traditional installment loan lenders," as authorized under Chapter 408, R.S.Mo. A consumer loan company shall not include companies sometimes referred to as "Pay Day Loan Companies" or "Title Loan Companies."

INSTALLMENT LOAN LENDERS – A company that is licensed under Sections 367.100 to 367.200, R.S.Mo., or Section 408.510, R.S.Mo., whose direct consumer loans are limited only to traditional installment loans as defined in Section 408.512, R.S.Mo. An installment loan lender is also referred to as a "Consumer Loan Company" but shall not include companies referred to as "Pay Day Loan Companies" or "Title Loan Companies."

SHORT-TERM LOAN ESTABLISHMENT – A business, other than a pawn broker operating in conformity with the Florissant Code, engaged in providing short term loans to the public as a primary or substantial element of its business and which is not licensed by the appropriate state or federal agency as a bank or savings and loan facility, a consumer loan company or a traditional installment loan lender. These business are sometimes referred to as "Pay Day Loan Companies," "Title Loan Companies" or other similar names.

**(B) Section 405.115 "B1"; Section 405.120 "B2"; Section 405.125 "B3"; and Section 405.130 "B4"** should be amended to include Installment Loan Lenders as a permitted use in each of those zoning districts.

**(C) Section 405.125(K) "Special Use Permits"** should be amended by deleting item 44 as currently written and substituting the following:

44. Short Term Loan Establishments, provided, however, that two (2) fully operational, state-of-the-art security cameras shall be installed to monitor and clearly record the activities at all times and the recordings shall be kept for a minimum of thirty (30) days; a panic alarm wired to the Florissant Police Department or a reputable security firm that is

## LEWIS RICE<sub>LLC</sub>

acceptable to the Florissant Police Department shall be installed; no more than ten percent (10%) of the windows can be obstructed with signs so as to interfere with visibility into the business; and short term loan establishments will not be permitted if the total number of short term loan establishments exceeds one (1) per ten thousand (10,000) population in the City, or, if the location of the short term loan establishment is within two (2) miles of another short term loan establishment.



# **CITY OF FLORISSANT**

## **PUBLIC HEARING NOTICE**

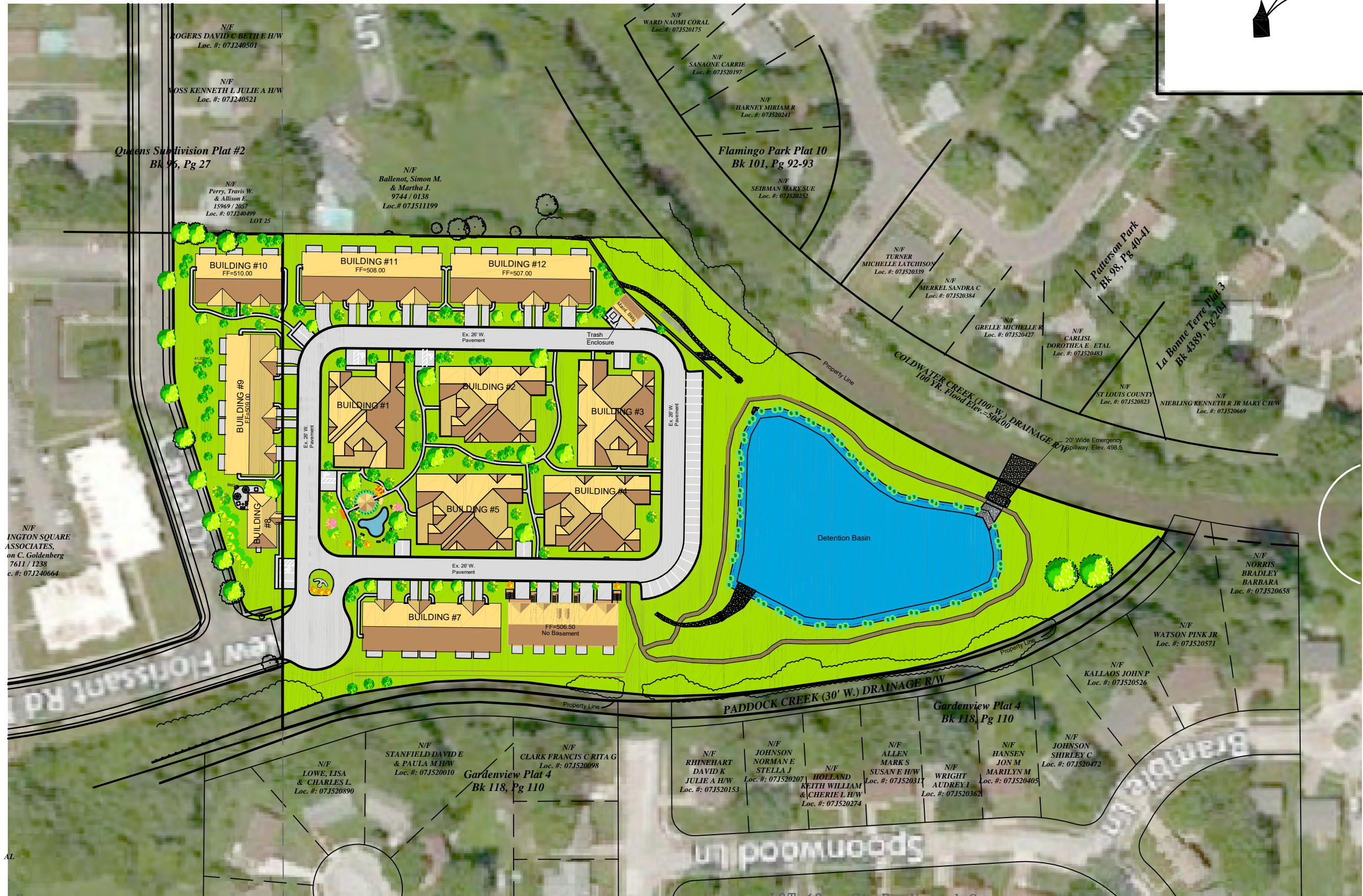
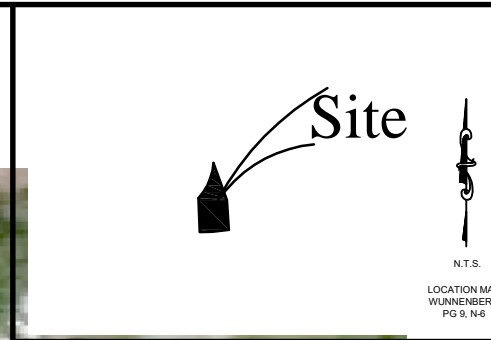
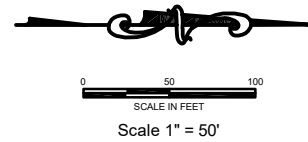
**A Public Hearing will be held by the Florissant City Council in the Council Chambers, 955 rue St. Francois, Florissant, MO., on Monday, November 26<sup>th</sup>, 2018 at 7:30 p.m. on the following proposition, to-wit:**

**To rezone for Smart Senior Living, LLC the property located at 1475 & 1415 Carla Drive from R-6 “Multiple Family Dwelling District” to PEU “Planned Environmental Unit” to allow for the construction of new senior living facility complex.**

**Citizens will have an opportunity to be heard. Anyone with special needs should contact the City Clerk at least 5 days before said public hearing by calling 839-7630 or TDD 839-5142.**

**CITY OF FLORISSANT, Karen Goodwin, City Clerk MMC.**





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 ENGINEERS - SURVEYORS - PLANNERS  
 2208 WELCH INDUSTRIAL COURT, ST. LOUIS, MISSOURI 63114  
 (314) 982-8888 FAX (314) 982-8888 claytoneng.com  
 All Other Authority: Prof. Engineering #000074  
 S. Corp. #2002047, Prof. Eng. #2002047, Eng. #2002047

REVISIONS

NO.	DATE	DESCRIPTION

Prepared for:

**FLORISSANT SSL, LLC.**  
 1696 Avondale Drive  
 Roseville, California 95747  
 916.546.4099

**PRELIMINARY PLAN**  
**VILLAS & COTTAGES OF ST. LOUIS COUNTY**

Preliminary, not for construction, recording purposes or implementation.

Designed: KRS  
 Drawn: KRS  
 Checked: EAS  
 Date: April 2, 2018  
 Project Number: 05026.4  
 Sheet Number: 1 of 1



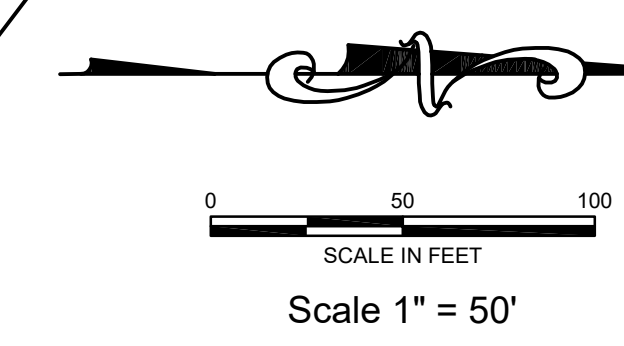
Queens Subdivision Plat #2  
Bk 96, Pg 27

N/F  
Perry, Travis W.  
& Allison E.  
15969 / 2057  
Loc. #: 07J240499

N/F  
Ballenot, Simon M.  
& Martha J.  
9744 / 0138  
Loc. #: 07J511199

Flamingo Park Plat 10  
Bk 101, Pg 92-93

N/F  
SEIBMAN MARY SUE  
Loc. #: 07J520252



Site

N.T.S.  
LOCATION MAP  
WUNNENBERG  
Pg 9, N-6

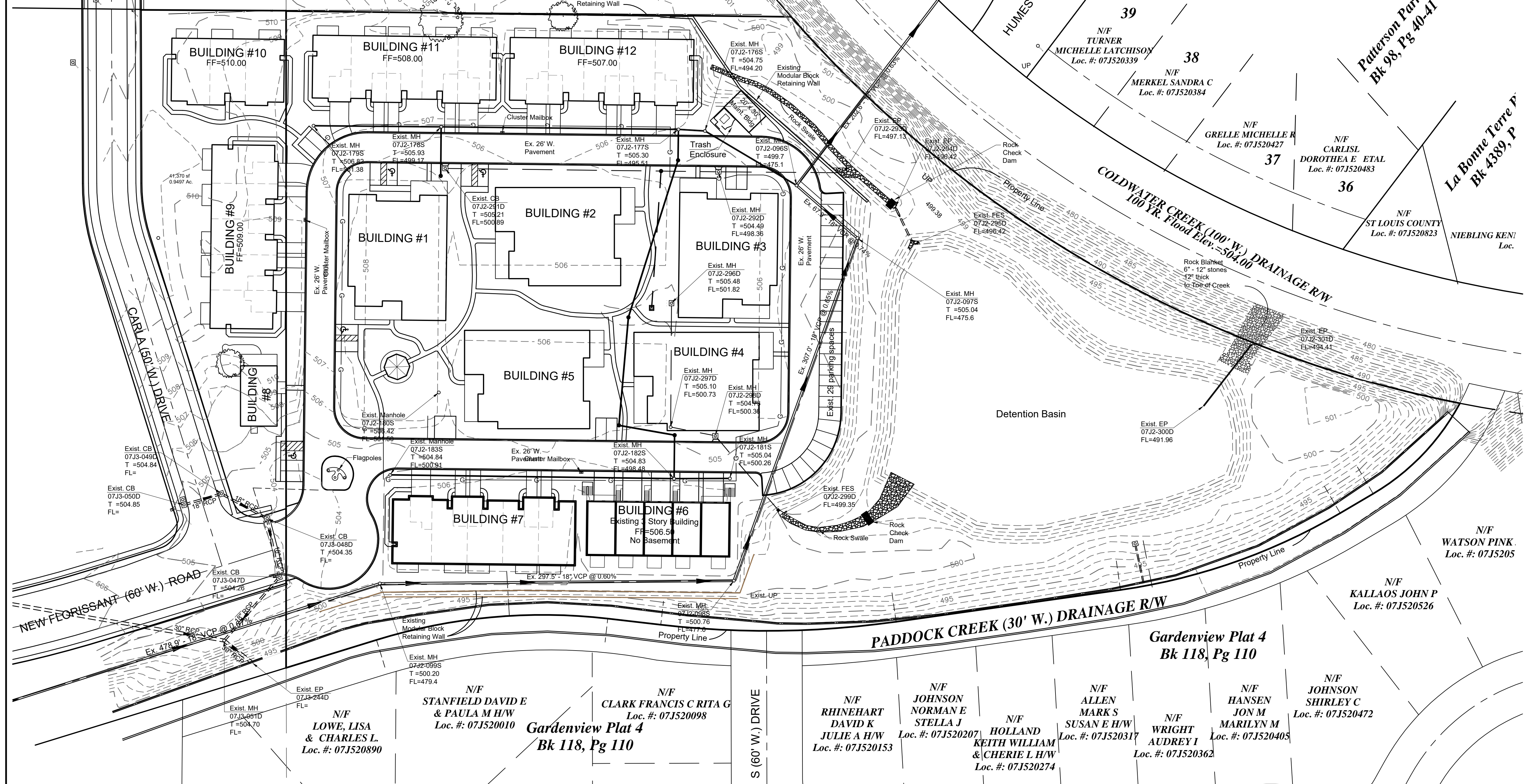
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2088 WELSH INDUSTRIAL COURT, ST. LOUIS, MISSOURI 63116  
(314) 992-8888 FAX: (314) 992-8888 [www.theclayton.com](http://www.theclayton.com)  
1400 S. Alton Road, Suite 200, St. Louis, MO 63104  
U.S. Environmental Protection Agency, Registered Professional Engineers, License # 00000000



- GENERAL NOTES
- TOTAL AREA OF TRACT = 9.51 Acres
  - Parcel #1:  
Property Address: 1475 Carla Drive, Florissant, Missouri 63033  
Tract is Identified by St. Louis County Locator Number 07J52 1462  
Parcel #2:  
Property Address: 1415 Carla Drive, Florissant, Missouri 63033  
Tract is Identified by St. Louis County Locator Number 07J24 0602
  - Tract is currently zoned: "R-6" Multiple Dwelling District
  - Proposed zoning request: "R-6" Multiple Dwelling District
  - ALLOWABLE YIELD = 9.51 Acs. x 43,560 = 414,255 sf  
PROPOSED YIELD = 414,255 sf / 3,500 sf per unit = 118 UNITS  
Assisted Living Units: 5 x 12 beds = 60 UNITS  
Independent Living Villas: 23 UNITS  
Existing Townhomes: 5 UNITS  
TOTAL UNITS PROPOSED 88 UNITS
  - Tract is served by the following utilities:  
Electric: AmerenUE  
Water: American Water Company  
Gas: Laclede Gas Company  
Telephone: AT & T
  - Tract is located in the following districts:  
Sewer: Metropolitan St. Louis Sewer District (Goldwater Creek Watershed)  
Fire District: Florissant Valley Fire Protection District  
School District: Ferguson Reorganized R-2
  - All construction shall be in accordance with City of Florissant and Metropolitan St. Louis Sewer District standards and specifications.
  - All Sewer Construction shall be in accordance with the Standard Details shown in 2006 Metropolitan St. Louis Sewer District "Standard Construction Specifications for Sewers and Drainage Facilities"
  - Entrances shall conform to the standards contained in the City of Florissant Design Criteria and Standard Specifications for Street Construction
  - All existing utility mains and lines shall be located by the utility companies prior to the start of construction.
  - All electric and telephone distribution lines shall be constructed underground.
  - Fire Hydrants shall be provided in accordance with Florissant Valley Fire Protection District Regulations.
  - Existing contours are U.S.G.S. Datum

Parking Requirements:  
Assisted Living: 1 sp/2 sleeping units plus 2 sp/3 empl  
60 beds plus 3 empl per building  
40 SPACES REQUIRED  
Independent Living (VILLAS/Townhomes): 1 sp/unit = 28 SPACES  
TOTAL REQUIRED PARKING = 68 SPACES

PARKING PROVIDED:  
Garage Parking 1 spaces/unit = 25 spaces  
Existing Surface Parking 29 spaces  
Proposed Surface Parking 15 spaces  
TOTAL PARKING PROVIDED = 69 spaces

REVISIONS

NO.	DATE	DESCRIPTION

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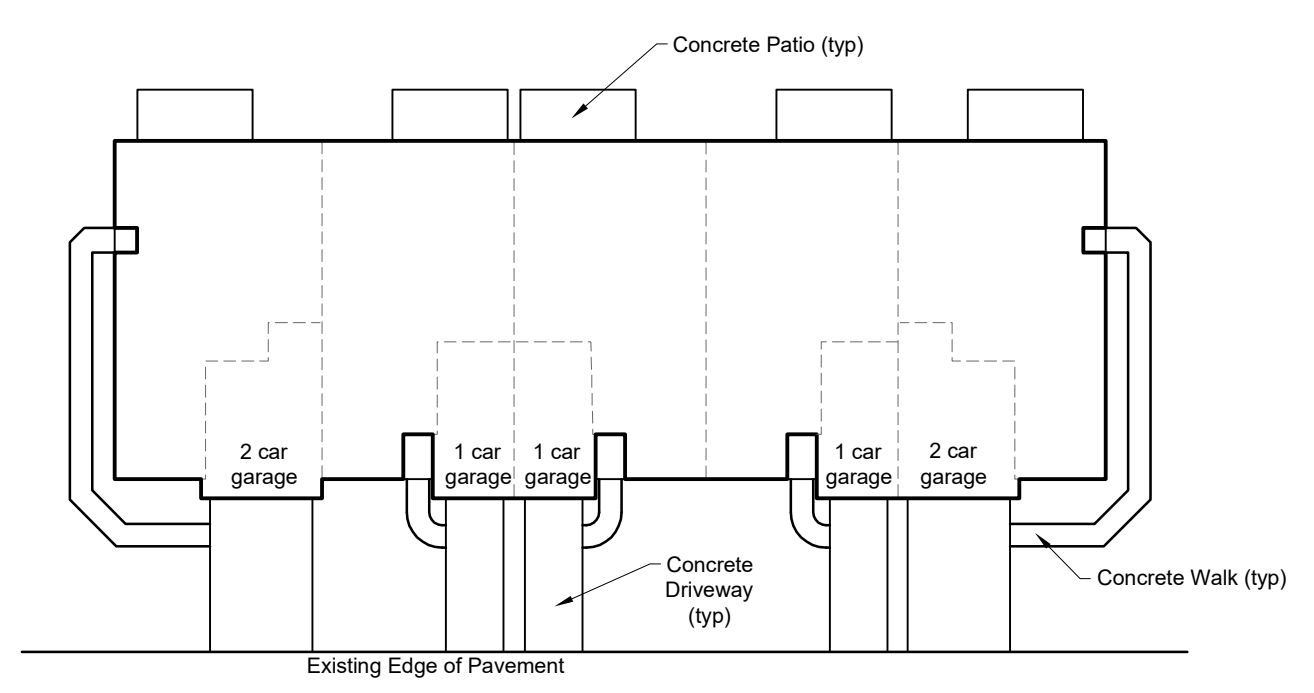
FLORISSANT SSL, LLC.  
1696 Avondale Drive  
Roseville, California 95747  
916.546.4089

PRELIMINARY PLAN

VILLAS & COTTAGES OF ST. LOUIS COUNTY

LEGEND

	EXISTING		PROPOSED
	CONTOURS		CONTOURS
	SANITARY SEWER		STORMSEWER
	MANHOLE		CATCH BASIN
	FLARED END		FIRE HYDRANT
	STREET LIGHT		STREET SIGN
	BOTTOM FLOOR		PROPOSED BOTTOM FLOOR



TYPICAL VILLA BUILDING

BUILDING USE CLASSIFICATION

Buildings 1 thru 5:	Assisted Living Units, 12 beds per Unit / 3 Employees max. shift per Unit
Building 6:	Existing Townhomes, 5 Units w/ 2 car garages
Building 7:	Villas, 5 units; 4 w/ 1 car garage, 1 w/ 2 car garage
Building 8:	Community Center / Recreational Facility / Club House
Buildings 9, 11 & 12:	Villas, 5 units/building, 3 w/ 1 car garage, 2 w/ 2 car garage
Building 10:	Villas, 3 units, NO garages

PROPERTY DESCRIPTION

A tract of land being part of Block 18 of the St. Ferdinand Commons and part of Surveys 181 and 182 of the St. Ferdinand Commonfields, and Part of Woodridge House Addition Plat 2, in Township 47 North, Range 6 East, St. Louis County, Missouri, and being more particularly described as follows:

Beginning at the Southwest corner of that part of said Block 18 conveyed to Henry Ellenbrach by deed recorded in Book 33 page 381 of the St. Louis County Records, being also the Northeast corner of Lot 25 of Queens Subdivision Plat #2, recorded in Plat Book 96, page 27 of the St. Louis County Records; thence along the Western line of said Ellenbrach property, North 0 degrees 39 minutes 19 seconds East, 425.73 feet to a point on the Southeastern line of the Coldwater Creek Drainage Right of Way, 100 feet wide; thence along said Southeastern line, along a curve to the left (the radius point of which bears North 41 degrees 04 minutes 38 seconds West) having a radius of 1005.37 feet and an arc distance of 662.97 feet to a point on the Western line of Gardenview Plat 4, a subdivision according to the Plat thereof recorded in Plat Book 118, page 110 of the St. Louis County Records; thence along said Western line the following; along a curve to the right (the radius point of which bears South 28 degrees 03 minutes 25 seconds West) having a radius of 194.74 feet and an arc distance of 106.98 feet to a point; thence South 30 degrees 28 minutes 00 seconds East, 32.23 feet to a point; thence along a curve to the right (the radius point of which bears South 59 degrees 31 minutes 59 seconds West) having a radius of 505.04 feet and an arc distance of 197.45 feet to a point; thence South 8 degrees 04 minutes 00 seconds East, 191.00 feet to a point; thence along a curve to the right (the radius point of which bears South 81 degrees 55 minutes 59 seconds West) having a radius of 777.04 feet and an arc distance of 198.91 feet to a point; thence South 6 degrees 36 minutes 00 seconds West, 45.00 feet to a point; thence along a curve to the left (the radius point of which bears South 83 degrees 24 minutes 02 seconds East) having a radius of 475.91 feet and an arc distance of 197.13 feet to a point; thence South 17 degrees 08 minutes 00 seconds East, 79.73 feet to a point on the Southern line of said Block 18; thence along said Southern line, North 89 degrees 59 minutes 50 seconds West, 553.65 feet to a point on the West Right-of-Way line of New Florissant Road (60' Wide); thence along said West line of New Florissant Road, South 17 degrees 17 minutes 40 seconds East, 20.93 feet to a point of curve to the right; thence along said curve having a radius of 20.0 feet an Arc Length of 31.42 feet (the chord of which bears South 27 degrees 39 minutes 20 seconds West, 28.28 feet) to a point, said point being on the North line of Carla Drive (60' Wide); thence along said North line South 72 degrees 39 minutes 20 seconds West, 234.00 feet to a point of curve to the right; thence along said curve having a radius of 150.0 feet, an Arc Length of 448.6 feet (the chord of which bears South 81 degrees 13 minutes 25 seconds West, 44.76 feet) to a point; thence South 89 degrees 47 minutes 30 seconds West, 143.95 feet to a point, said point being the Southeast corner of said Lot 25 of Queens Subdivision Plat #2 as aforementioned; thence along the east line of said lot 25 North 0 degrees 27 minutes 10 seconds East, 122.17 feet to the point of beginning and containing 9.39 Acres more or less.

Call Before you DIG  
TOLL FREE  
1-800-344-7483  
MISSOURI ONE-CALL SYSTEM INC.

Underground facilities, structures & utilities have been plotted from available surveys, records & information, and therefore, do not necessarily reflect the actual existence, nonexistence, size, type, number, or location of these facilities, structures, & utilities.

The Contractor shall be responsible for verifying the actual location of all underground facilities, structures, & utilities, either shown or not shown on these plans. The underground facilities, structures, & utilities shall be located in the field prior to any grading, excavation or construction of improvements. These provisions shall in no way absolve any party from complying with the Underground Facility Safety and Damage Prevention Act, Chapter 319, RSMo.

Prepared for:

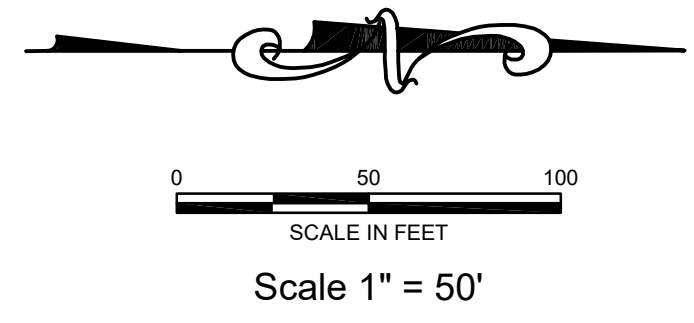
Preliminary, not for construction, recording purposes or implementation.

Designed	KRS
Drawn	KRS
Checked	EAS
Date	April 2, 2018
Project Number	05026.4
Sheet Number	1 of 1

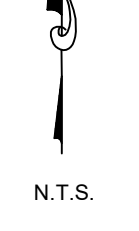


Queens Subdivision Plat #2  
Bk 96, Pg 27

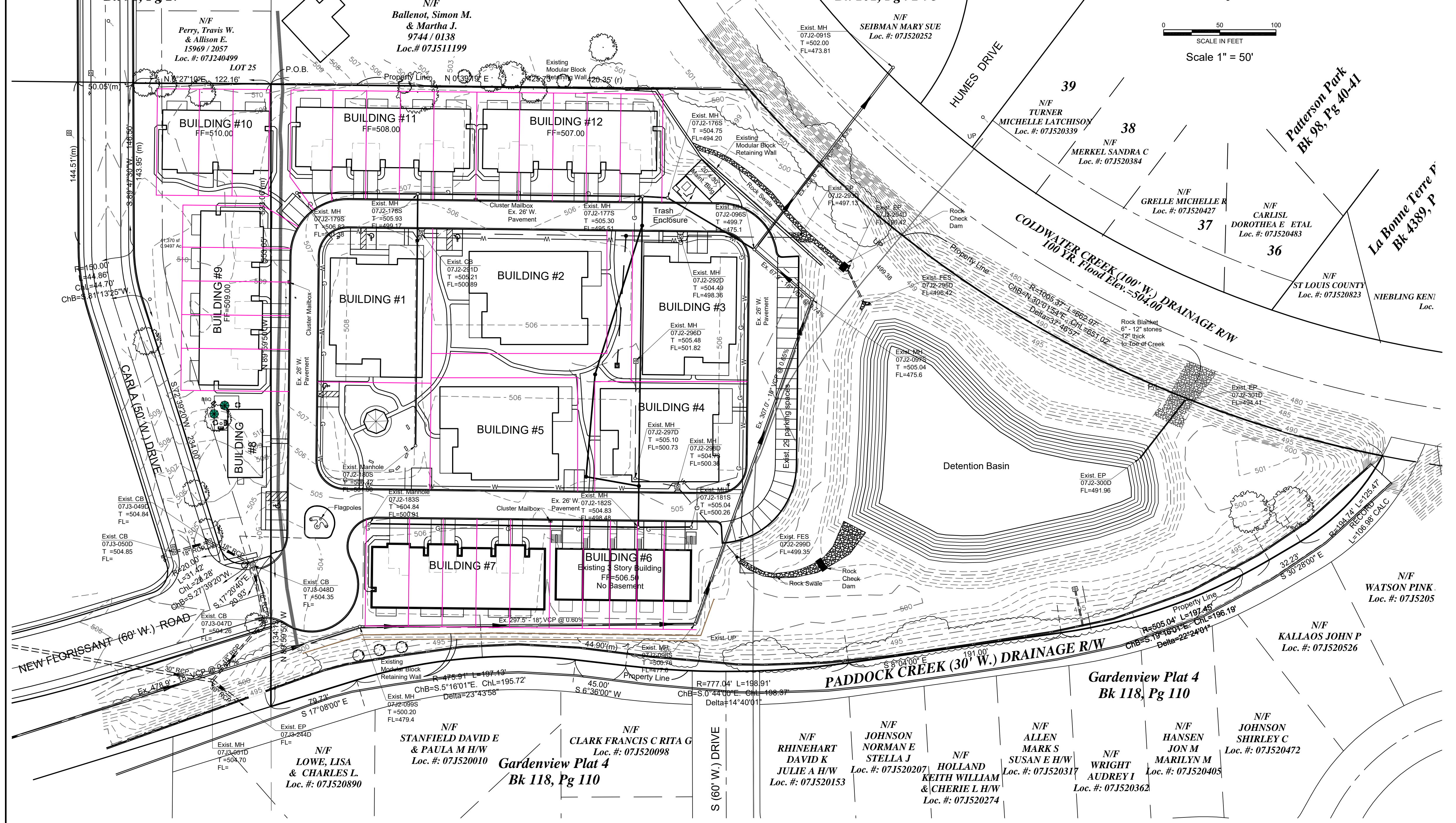
Flamingo Park Plat 10  
Bk 101, Pg 92-93



Site



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(314) 992-8888 FAX: (314) 992-8888 [info@claytoneng.com](mailto:info@claytoneng.com)  
400 S. Alton Road, Florissant, MO 63033  
U.S. Federal Prof. Reg. No. 28233204  
Professional Engineer License No. 23277  
Professional Surveyor License No. 23277



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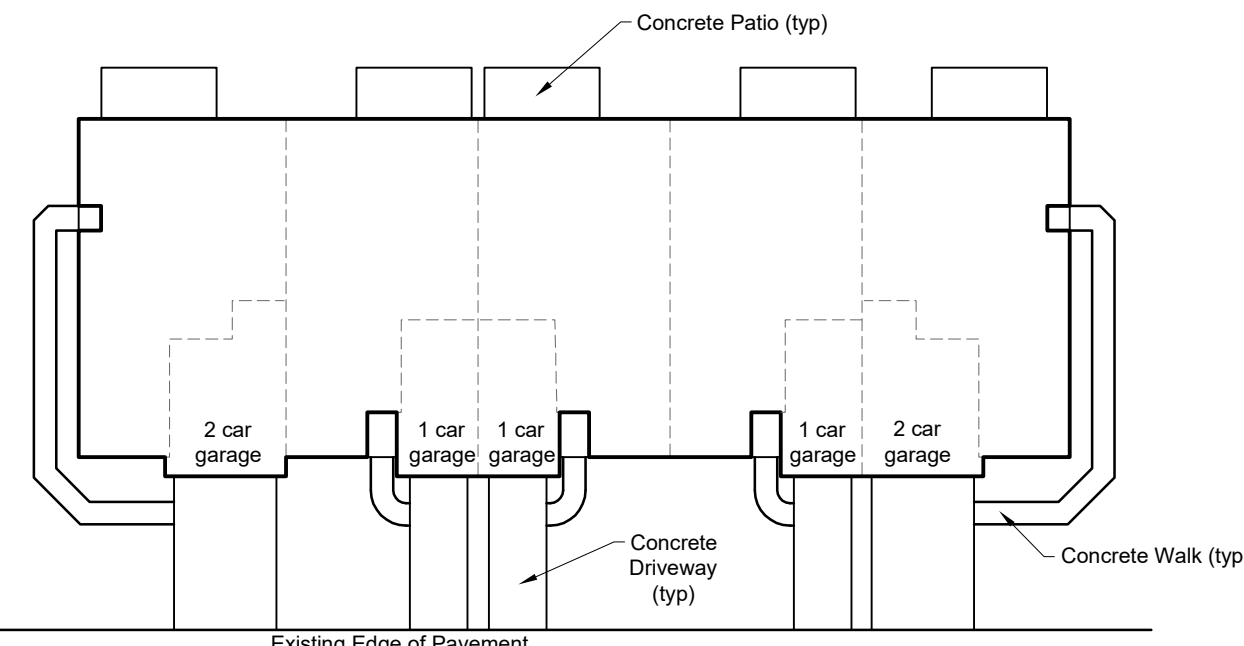
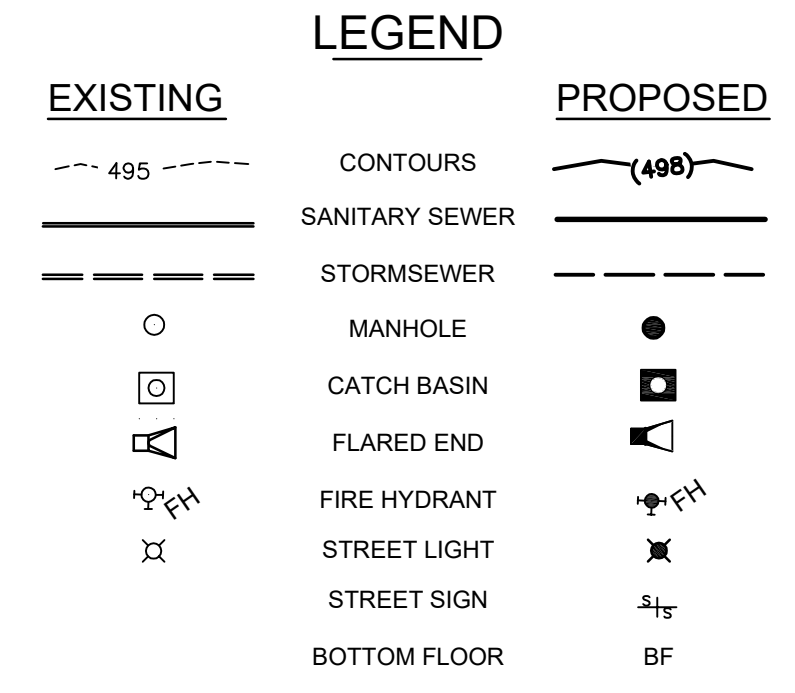
PARKING PROVIDED:

Garage Parking	1 spaces/unit = 25 spaces
Existing Surface Parking	29 spaces
Proposed Surface Parking	15 spaces
TOTAL PARKING PROVIDED	= 69 spaces

REVISIONS

NO.	DESCRIPTION	DATE

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TYPICAL VILLA BUILDING

BUILDING USE CLASSIFICATION

Buildings 1 thru 5:	Assisted Living Units, 12 beds per Unit / 3 Employees max. shift per Unit
Building 6:	Existing Townhomes, 5 Units w/ 2 car garages
Building 7:	Villas, 5 units; 4 w/ 1 car garage, 1 w/ 2 car garage
Building 8:	Community Center / Recreational Facility / Club House
Buildings 9, 11 & 12:	Villas, 5 units/building, 3 w/ 1 car garage, 2 w/ 2 car garage
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PROPERTY DESCRIPTION

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Beginning at the Southwest corner of that part of said Block 18 conveyed to Henry Ellenbrach by deed recorded in Book 33 page 381 of the St. Louis County Records, being also the Northeast corner of Lot 25 of Queens Subdivision Plat #2, recorded in Plat Book 96, page 27 of the St. Louis County Records; thence along the Western line of said Ellenbrach property, North 0 degrees 39 minutes 19 seconds East, 425.73 feet to a point on the Southeastern line of the Coldwater Creek Drainage Right of Way, 100 feet wide; thence along said Southeastern line, along a curve to the left (the radius point of which bears North 41 degrees 04 minutes 38 seconds West) having a radius of 1005.37 feet and an arc distance of 662.97 feet to a point on the Western line of Gardenview Plat 4, a subdivision according to the Plat thereof recorded in Plat Book 118, page 110 of the St. Louis County Records; thence along said Western line the following; along a curve to the right (the radius point of which bears South 28 degrees 03 minutes 25 seconds West) having a radius of 194.74 feet and an arc distance of 106.98 feet to a point; thence South 30 degrees 28 minutes 00 seconds East, 32.23 feet to a point; thence along a curve to the right (the radius point of which bears South 59 degrees 31 minutes 59 seconds West) having a radius of 505.04 feet and an arc distance of 197.45 feet to a point; thence South 8 degrees 04 minutes 00 seconds East, 191.00 feet to a point; thence along a curve to the right (the radius point of which bears South 81 degrees 55 minutes 59 seconds West) having a radius of 777.04 feet and an arc distance of 198.91 feet to a point; thence South 6 degrees 36 minutes 00 seconds West, 45.00 feet to a point; thence along a curve to the left (the radius point of which bears South 83 degrees 24 minutes 02 seconds East) having a radius of 475.91 feet and an arc distance of 197.13 feet to a point; thence South 17 degrees 08 minutes 00 seconds East, 79.73 feet to a point on the Southern line of said Block 18; thence along said Southern line, North 89 degrees 59 minutes 50 seconds West, 553.65 feet to a point on the West Right-of-Way line of New Florissant Road (60' Wide); thence along said West line of New Florissant Road, South 17 degrees 17 minutes 40 seconds East, 20.93 feet to a point of curve to the right; thence along said curve having a radius of 20.0 feet an Arc Length of 31.42 feet (the chord of which bears South 27 degrees 39 minutes 20 seconds West, 28.28 feet) to a point, said point being on the North line of Carla Drive (60' Wide); thence along said North line South 72 degrees 39 minutes 20 seconds West, 234.00 feet to a point of curve to the right; thence along said curve having a radius of 150.0 feet, an Arc Length of 448.6 feet (the chord of which bears South 81 degrees 13 minutes 25 seconds West, 44.76 feet) to a point; thence South 89 degrees 47 minutes 30 seconds West, 143.95 feet to a point, said point being the Southeast corner of said Lot 25 of Queens Subdivision Plat #2 as aforementioned; thence along the east line of said Lot 25 North 0 degrees 27 minutes 10 seconds East, 122.17 feet to the point of beginning and containing 9.39 Acres more or less.

Call Before you DIG  
TOLL FREE  
1-800-344-7483  
MISSOURI ONE-CALL SYSTEM INC.

Underground facilities, structures & utilities have been plotted from available surveys, records & information, and therefore, do not necessarily reflect the actual existence, nonexistence, size, type, number of, or location of these facilities, structures, & utilities.

The Contractor shall be responsible for verifying the actual location of all underground facilities, structures, & utilities, either shown or not shown on these plans. The underground facilities, structures, & utilities shall be located in the field prior to any grading, excavation or construction of improvements. These provisions shall in no way absolve any party from complying with the Underground Facility Safety and Damage Prevention Act, Chapter 319, RSMo.

FLORISSANT SSL, LLC.  
1696 Avondale Drive  
Roseville, California 95747  
916.546.4089

PRELIMINARY PLAN

VILLAS & COTTAGES OF ST. LOUIS COUNTY

Prepared for:

Preliminary, not for construction, recording purposes or implementation.

Designed	KRS
Drawn	KRS
Checked	EAS
Date	April 2, 2018
Project Number	05026.4
Sheet Number	1 of 1



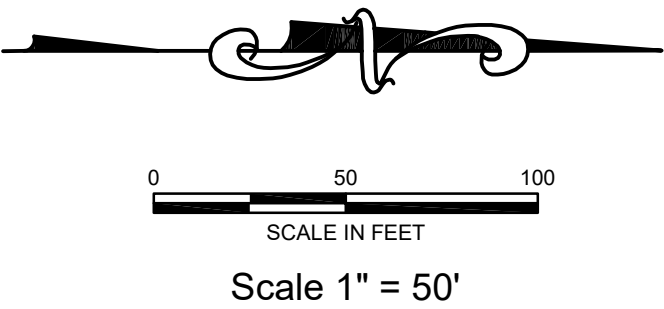
**Queens Subdivision Plat #2  
Bk 96, Pg 27**

N/F  
Perry, Travis W.  
& Allison E.  
15969 / 2057  
Loc. #: 07J240499  
LOT 25

N/F  
**Ballenot, Simon M.  
& Martha J.**  
9744 / 0138  
Loc. # 07J511199

**Flamingo Park Plat 10  
Bk 101, Pg 92-93**

N/F  
**SEIBMAN MARY SUE**  
Loc. #: 07J520252



Site

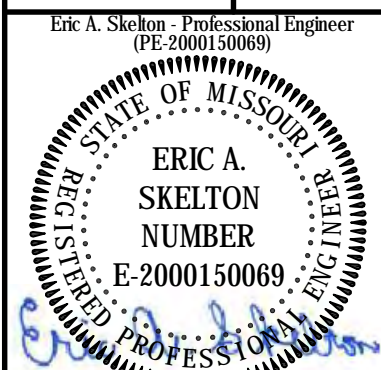
N.T.S.  
LOCATION MAP  
WUNNENBERG  
PG 9, N-6

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288 WELSH INDUSTRIAL COURT, ST. LOUIS, MISSOURI 63146  
(314) 992-8888 FAX: (314) 992-8888 [www.theclayton.com](http://www.theclayton.com)  
180 Oak Valley Avenue, St. Louis, Missouri 63124  
E. Corp. Financial Print. Reg. No. 4185  
U.S. Dept. of Commerce, Reg. No. 2001-083478

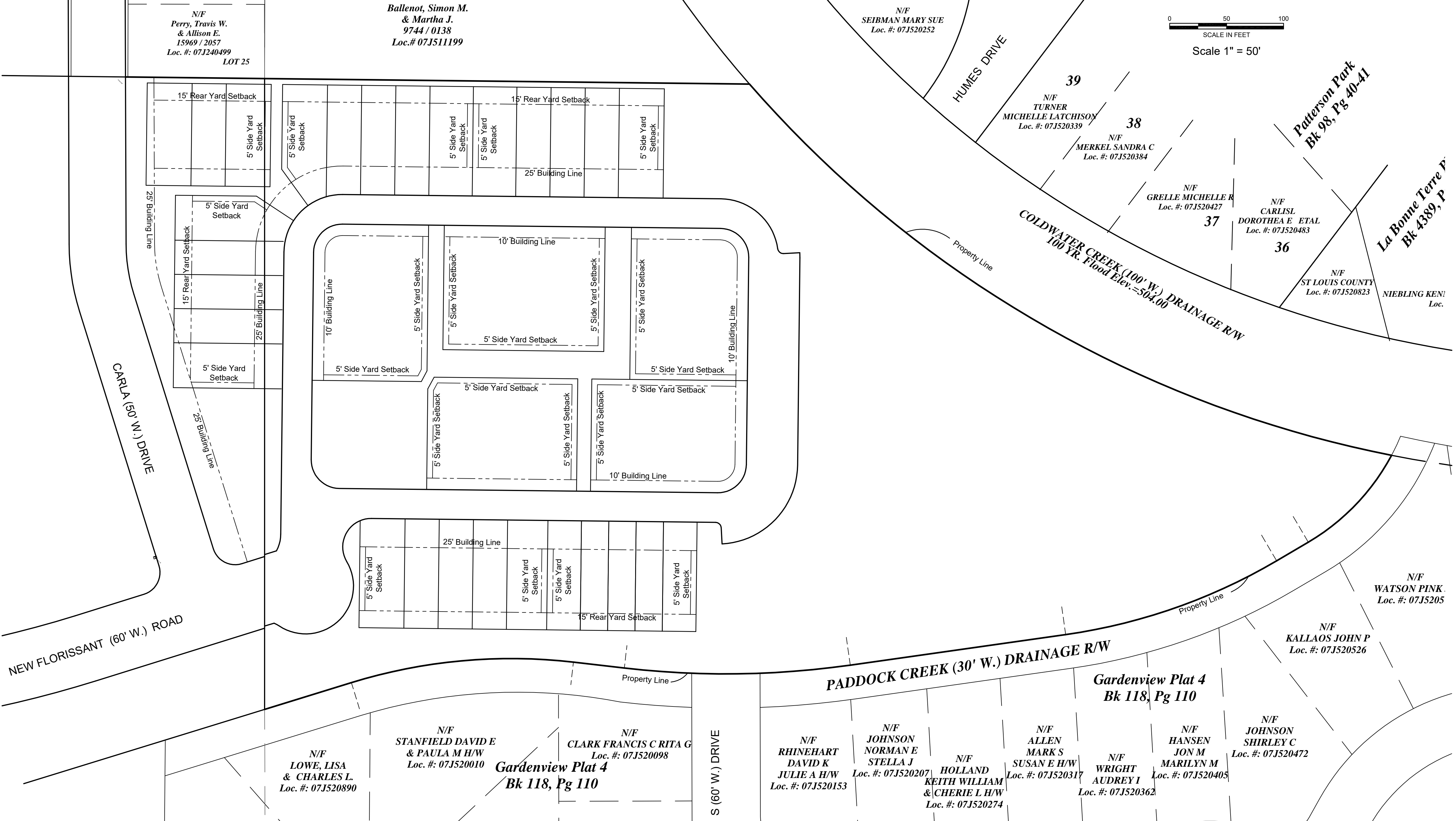
NO.	DATE	DESCRIPTION

Prepared for:  
**FLORISSANT SSL, LLC.**  
1696 Avondale Drive  
Roseville, California 95747  
916.546.4089  
PRELIMINARY PLAN

VILLAS & COTTAGES OF ST. LOUIS COUNTY



Designed: KRS  
Drawn: KRS  
Checked: EAS  
Date: April 2, 2018  
Project Number:  
**05026.4**  
Sheet Number:  
**1** of **1**



**LEGEND**

EXISTING	PROPOSED
--- 495 ---	--- (498) ---
---	---
---	---
○	●
□	■
▴	▴
⊕	⊕
☒	☒
☒	☒
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MISSOURI ONE-CALL SYSTEM INC.

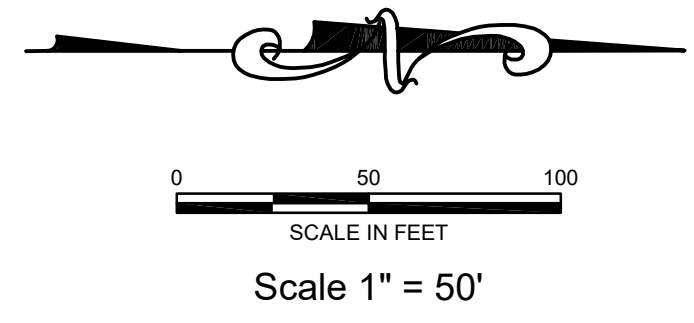
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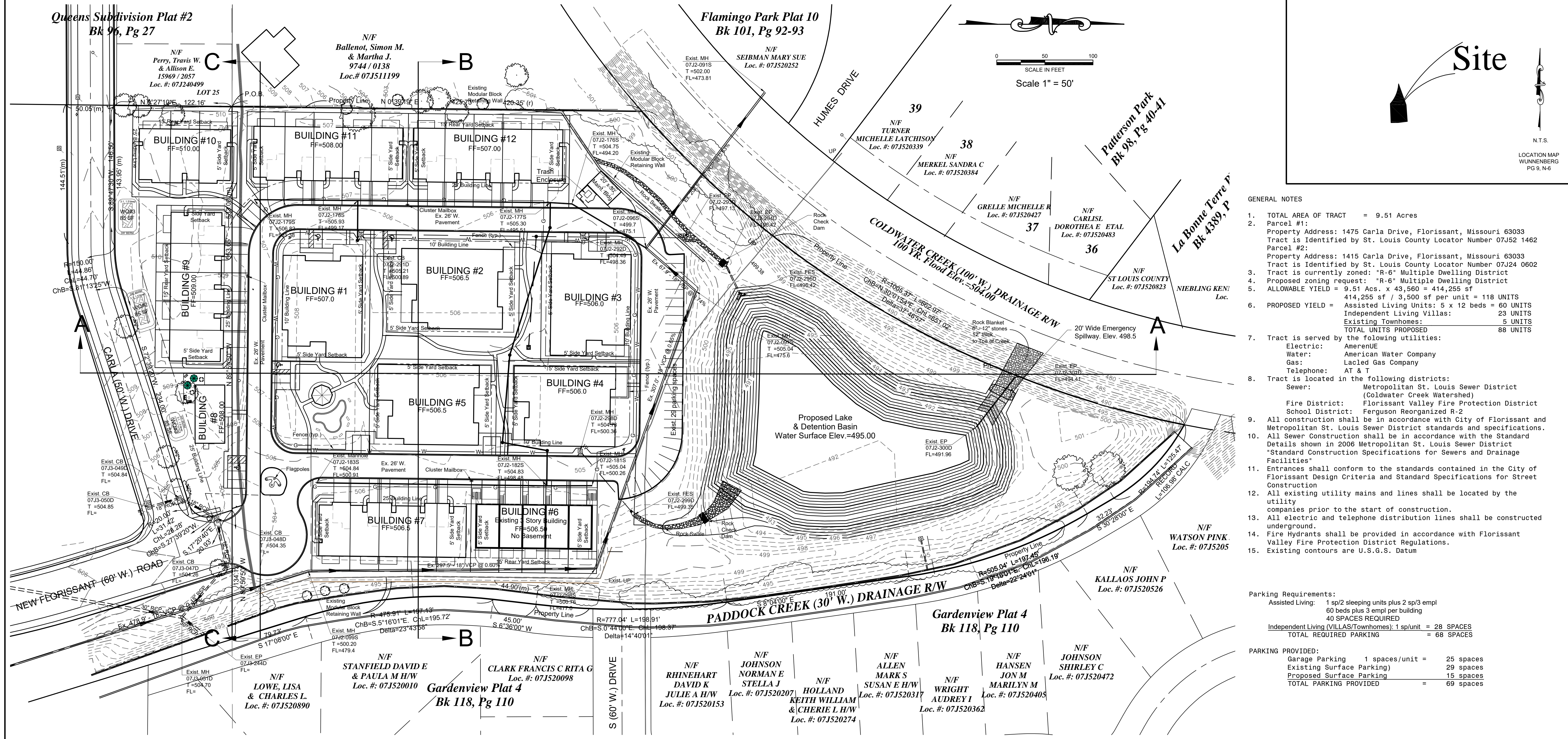
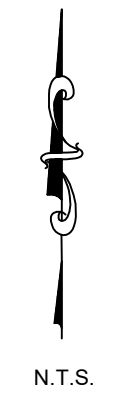


**Queens Subdivision Plat #2**  
Bk 96, Pg 27

**Flamingo Park Plat 10**  
Bk 101, Pg 92-93

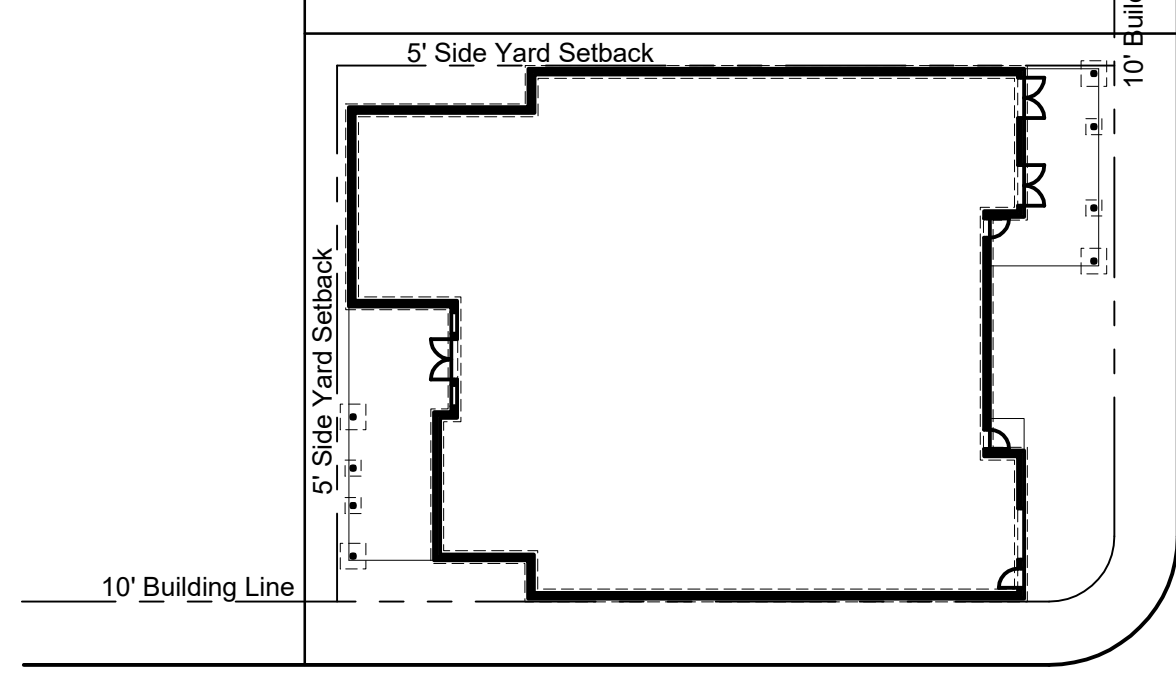
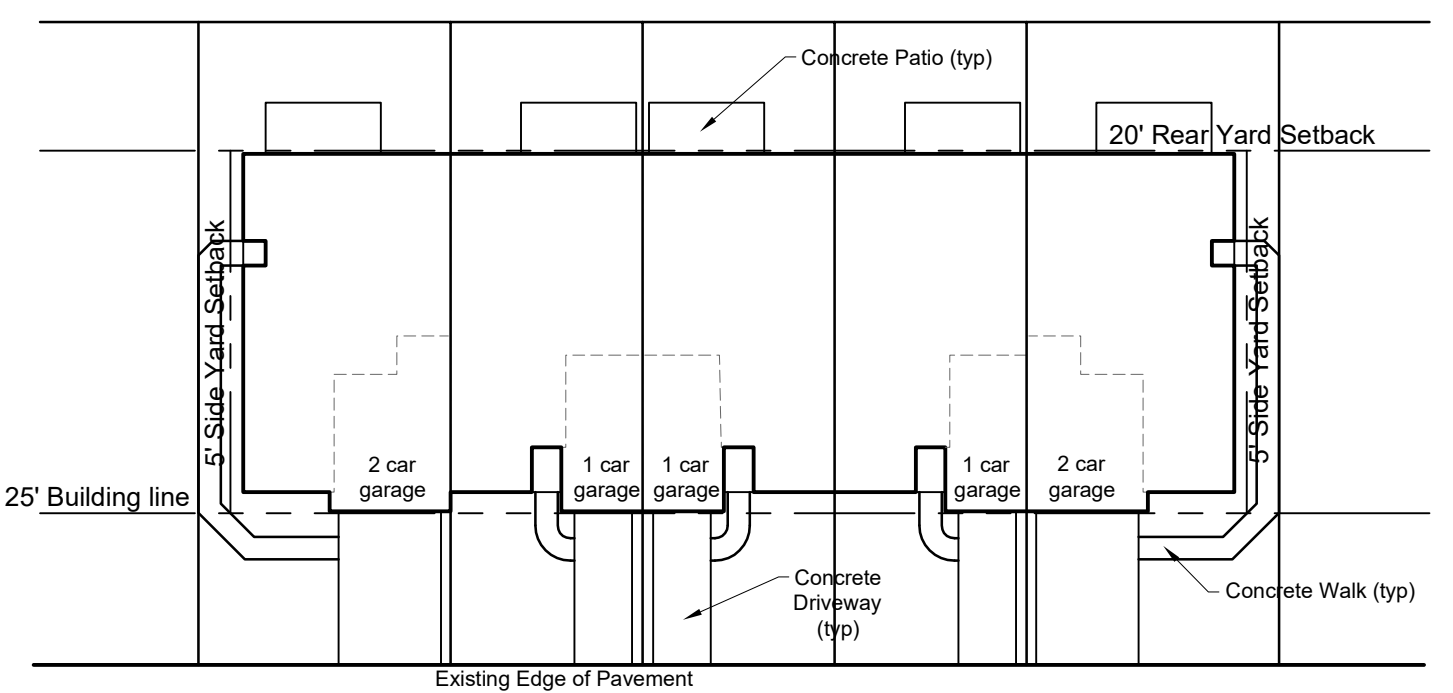
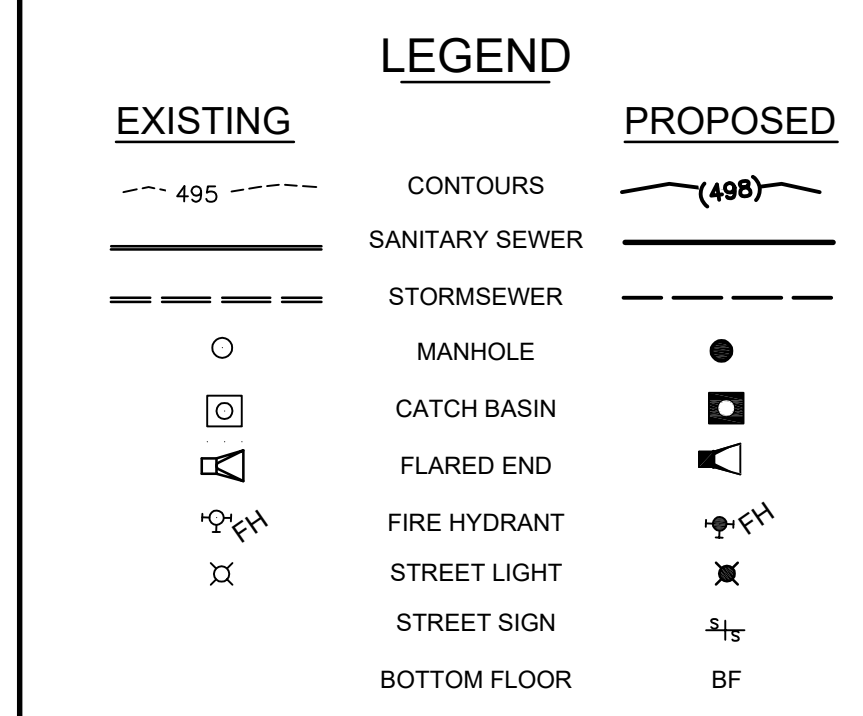


**Site**



- GENERAL NOTES**
- TOTAL AREA OF TRACT = 9.51 Acres
  - Parcel #1:  
Property Address: 1475 Carla Drive, Florissant, Missouri 63033  
Tract is Identified by St. Louis County Locator Number 07J52 1462
  - Parcel #2:  
Property Address: 1415 Carla Drive, Florissant, Missouri 63033  
Tract is Identified by St. Louis County Locator Number 07J24 0602
  - Proposed zoning request: "R-6" Multiple Dwelling District
  - ALLOWABLE YIELD = 9.51 Acs. x 43,560 = 414,255 sf  
414,255 sf / 3,500 sf per unit = 118 UNITS
  - PROPOSED YIELD =  
Assisted Living Units: 5 x 12 beds = 60 UNITS  
Independent Living Villas: 23 UNITS  
Existing Townhomes: 5 UNITS  
TOTAL UNITS PROPOSED 88 UNITS
  - Tract is served by the following utilities:  
Electric: AmerenUE  
Water: American Water Company  
Gas: Laclede Gas Company  
Telephone: AT & T
  - Tract is located in the following districts:  
Sewer: Metropolitan St. Louis Sewer District (Goldwater Creek Watershed)  
Fire District: Florissant Valley Fire Protection District  
School District: Ferguson Reorganized R-2
  - All construction shall be in accordance with City of Florissant and Metropolitan St. Louis Sewer District standards and specifications.
  - All Sewer Construction shall be in accordance with the Standard Details shown in 2006 Metropolitan St. Louis Sewer District "Standard Construction Specifications for Sewers and Drainage Facilities"
  - Entrances shall conform to the standards contained in the City of Florissant Design Criteria and Standard Specifications for Street Construction
  - All existing utility mains and lines shall be located by the utility companies prior to the start of construction.
  - All electric and telephone distribution lines shall be constructed underground.
  - Fire Hydrants shall be provided in accordance with Florissant Valley Fire Protection District Regulations.
  - Existing contours are U.S.G.S. Datum

- Parking Requirements:**  
Assisted Living: 1 sp/2 sleeping units plus 2 sp/3 empl  
60 beds plus 3 empl per building  
40 SPACES REQUIRED
- Independent Living (VILLAS/Townhomes):** 1 sp/unit = 28 SPACES  
TOTAL REQUIRED PARKING = 68 SPACES
- PARKING PROVIDED:**  
Garage Parking 1 spaces/unit = 25 spaces  
Existing Surface Parking 29 spaces  
Proposed Surface Parking 15 spaces  
TOTAL PARKING PROVIDED = 69 spaces



**PROPERTY DESCRIPTION**

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**BUILDING USE CLASSIFICATION**

Buildings 1 thru 5:	Assisted Living Units. 12 beds per Unit / 3 Employees max. shift per Unit
Building 6:	Existing Townhomes, 5 Units w/ 2 car garages
Building 7:	Villas, 5 units, 4 w/ 1 car garage, 1 w/ 2 car garage
Building 8:	Community Center / Recreational Facility / Club House
Buildings 9, 11 & 12:	Villas, 5 units/building, 3 w/ 1 car garage, 2 w/ 2 car garage
Building 10:	Villas, 3 units, NO garages

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**FLORISSANT SSL, LLC.**  
1696 Avondale Drive  
Roseville, California 95747  
916.546.4089

**PRELIMINARY PLAN**

**VILLAS & COTTAGES OF ST. LOUIS COUNTY**

Designed: KRS  
Drawn: KRS  
Checked: EAS  
Date: April 2, 2018

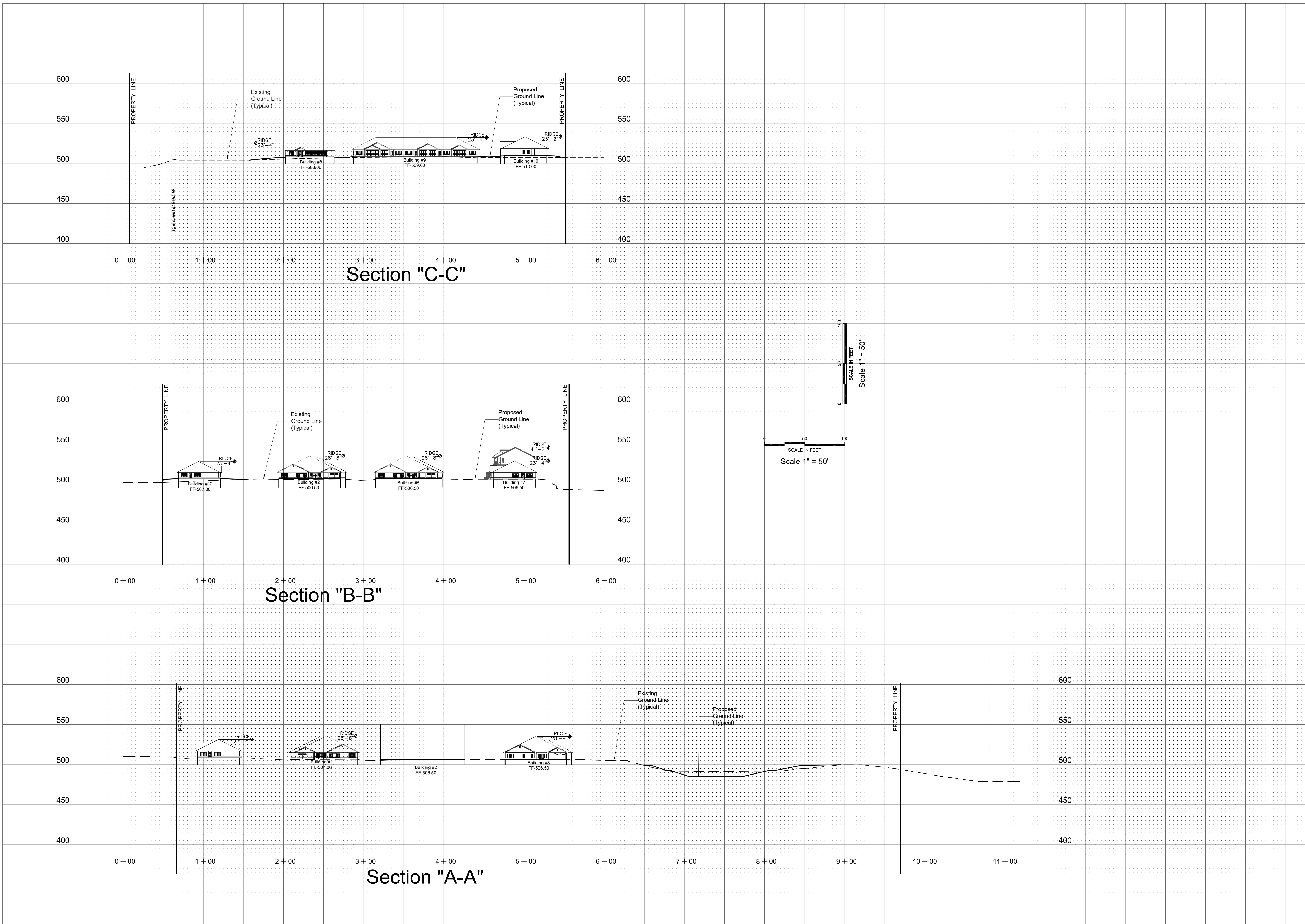
Project Number: **05026.4**  
Sheet Number: **1** of **1**

Prepared for:  
Preliminary, not for construction, recording or implementation.

REVISIONS

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 (314) 662-8888 FAX: (314) 662-8888 [claytoneng.com](http://claytoneng.com)  
 1400 Oakdale Avenue, St. Louis, Missouri 63104  
 11. Oakdale Industrial Park, Reg. Civil Design & Engineering, 222-774-0079

NO.	DATE	DESCRIPTION

REVISIONS

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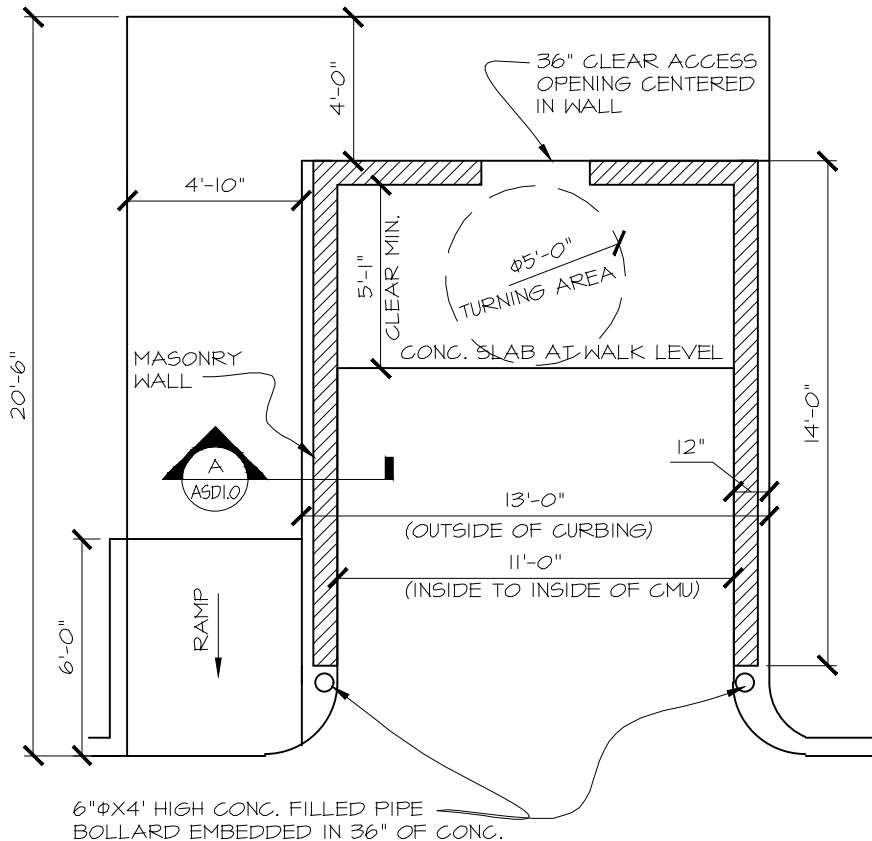
**FLORISSANT SSL, LLC.**  
 1696 Avondale Drive  
 Roseville, California 95747  
 916.546.4089

**SITE SECTIONS**

**VILLAS & COTTAGES OF ST. LOUIS COUNTY**

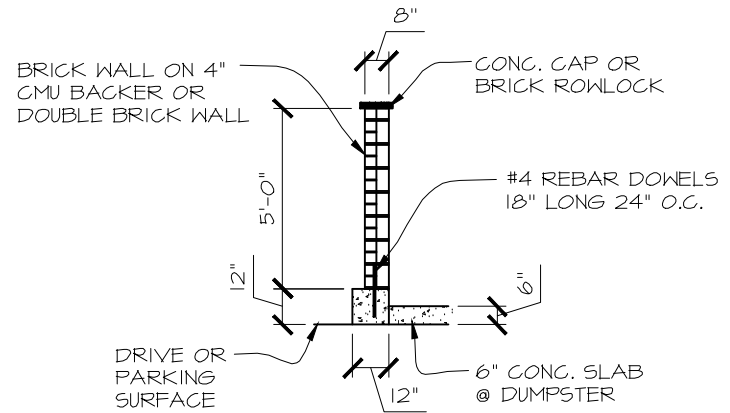
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Designed	KRS
Drawn	KRS
Checked	EAS
Date	April 2, 2018
Project Number	05026.4
Sheet Number	1 of 1



### DUMPSTER ENCLOSURE

SCALE: 3/16" = 1'-0"



### DUMPSTER ENCLOSURE WALL SECTION

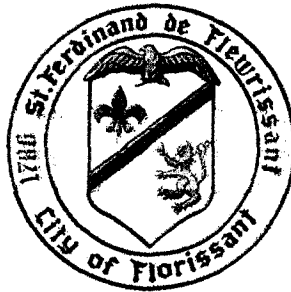
SCALE: 3/16" = 1'-0"



# DUMPSTER ENCLOSURE

AUGUST 2018

FLORISSANT PLANNING & ZONING COMMISSION APPLICATION



City Of Florissant – Public Works  
314-839-7648

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

Please Print or Type The Following Information

Property Address: 1475 & 1415 Carla Drive

Property Owners Name: Smart Senior Living LLC Phone #: 916-412-4291

Property Owners Address: 1696 Avondale Drive, Roseville, CA 95747

Business Owners Name: Florissant SSL, LLC Phone #: 916-412-4291

Business Owners Address: same as above

DBA (Doing Business As) Villas & Cottages of St. Louis County

Authorized Agents Name: \_\_\_\_\_ CO. Name: Double Dial  
(Authorized Agent to Appear Before The Commission)

Agents Address: 1000 A N. Truman Blvd Phone #: 314-581-5103

Request Re-Zone, through above addresses from R-6 to R-6 PUD

Use to be assisted living / memory care & Independent Senior

State complete request (print or type only).

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

Applicant's Signature: *Gregory A. Lee* Date: 10/7/18  
 314-581-5103

Received by: *OS* Receipt # 97553 Amount Paid: 300- Date: 10-8-18

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

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

SIGNATURE OF STAFF WHO REVIEWED APPLICATION: \_\_\_\_\_

COMMISSION ACTION TAKEN:

RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN

SIGN: *[Signature]* DATE: 11-5-18

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

1) Type of Operation: Individual:  Partnership:  Corporation/LLC:

(a) If an Individual:

(1) Name and Address \_\_\_\_\_

(2) Telephone Number \_\_\_\_\_

(3) Business Address \_\_\_\_\_

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

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

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

(b) If a Partnership:

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

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

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

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

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

(c) If a Corporation or LLC:

(1) Names & addresses of all partners See Attached

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

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

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

(5) Date of corporation \_\_\_\_\_

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

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

(8) Name in which business is operated TRD

(9) If the property location is in a strip center, give dimensions of your space under square footage and do not give landscaping information.

Please fill in applicable information requested.

Name Flourisone SSI LLC

Address 1696 Avondale Drive, Roseville, CA 95747

Property Owner Smart Senior Living, LLC

Location of property 1415 ; 1475 Canal Dr,

Dimensions of property 9.51 Acres - various dimensions

Current Use of Property Partially Developed Infrastructure mostly

Proposed Use of Property Multi-Family Assisted Living / Independent Living

Type of Sign Monument Height 6'6"

Type of Construction Frame/Masonry Number of Stories One (1) - Except existing 3 story

Square Footage of Building ~ 84,098 Number of Curb Cuts 0

Number of Parking Spaces 69 Sidewalk Length NA

Landscaping: No. of Trees TBD Diameter \_\_\_\_\_

No. of Shrubs \_\_\_\_\_ Size \_\_\_\_\_

Fence: Type Alum Wrought Iron Length ~ 500' Height 6'

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

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

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

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

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

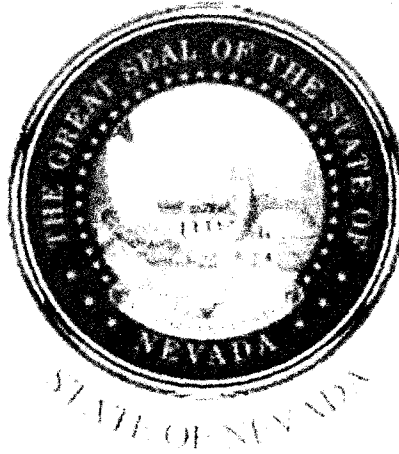
See Legal Description  
On Survey

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

Provide a drawing of a location map showing the nearest major intersection or include on plans.

On Plans

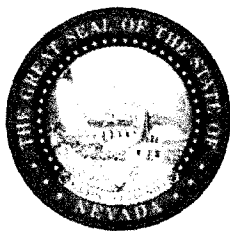
SECRETARY OF STATE



**CERTIFICATE OF EXISTENCE  
WITH STATUS IN GOOD STANDING**

I, Barbara K. Cegavske, the duly elected and qualified Nevada Secretary of State, do hereby certify that I am, by the laws of said State, the custodian of the records relating to filings by corporations, non-profit corporations, corporation soles, limited-liability companies, limited partnerships, limited-liability partnerships and business trusts pursuant to Title 7 of the Nevada Revised Statutes which are either presently in a status of good standing or were in good standing for a time period subsequent of 1976 and am the proper officer to execute this certificate.

I further certify that the records of the Nevada Secretary of State, at the date of this certificate, evidence, **FLORISSANT SSL LLC**, as a limited liability company duly organized under the laws of Nevada and existing under and by virtue of the laws of the State of Nevada since June 14, 2018, and is in good standing in this state.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of State, at my office on September 25, 2018.

*Barbara K. Cegavske*

Barbara K. Cegavske  
Secretary of State

Certified By: Paul Reyes  
Certificate Number: C20180925-1885



8.  Pursuant to Section 347.186, the foreign limited liability company may establish a designated series in its operating agreement. The names of the series must include the full name of the limited liability company under which it has been admitted to transact business in this state and are the following:

New Series:

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

New Series:

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

New Series:

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

(Each separate series must also file an Attachment Form LLC 4A.)

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

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

Klaus Axen  
*Authorized Signature*

KLAUS AXEN  
*Printed Name*

09/26/2018  
*Date*



**BARBARA K. CEGAVSKE**  
 Secretary of State  
 202 North Carson Street  
 Carson City, Nevada 89701-4201  
 (775) 684-5708  
 Website: www.nvsos.gov



\*050106\*

**Articles of Organization**  
**Limited-Liability Company**  
 (PURSUANT TO NRS CHAPTER 86)

Filed in the office of *Barbara K. Cegavske* Document Number  
**20180269148-41**  
 Barbara K. Cegavske Secretary of State Filing Date and Time  
**06/14/2018 12:30 PM**  
 State of Nevada Entity Number  
**E0288892018-5**

(This document was filed electronically.)  
**ABOVE SPACE IS FOR OFFICE USE ONLY**

USE BLACK INK ONLY - DO NOT HIGHLIGHT

<b>1. Name of Limited-Liability Company:</b> <small>(must contain approved limited-liability company wording; see instructions)</small>	<b>FLORISSANT SSL LLC</b>		Check box if a Series Limited-Liability Company <input type="checkbox"/>	Check box if a Restricted Limited-Liability Company <input type="checkbox"/>
<b>2. Registered Agent for Service of Process:</b> <small>(check only one box)</small>	<input checked="" type="checkbox"/> Commercial Registered Agent: <b>NORTHWEST REGISTERED AGENT, LLC.</b> <small>Name</small> <input type="checkbox"/> Noncommercial Registered Agent (name and address below) <b>OR</b> <input type="checkbox"/> Office or Position with Entity (name and address below)  Name of Noncommercial Registered Agent OR Name of Title of Office or Other Position with Entity  Street Address _____ City _____ Nevada _____ Zip Code _____ Mailing Address (if different from street address) _____ City _____ Nevada _____ Zip Code _____			
<b>3. Dissolution Date:</b> <small>(optional)</small>	Latest date upon which the company is to dissolve (if existence is not perpetual): _____			
<b>4. Management:</b> <small>(required)</small>	Company shall be managed by: <input checked="" type="checkbox"/> Manager(s) <b>OR</b> <input type="checkbox"/> Member(s) <small>(check only one box)</small>			
<b>5. Name and Address of each Manager or Managing Member:</b> <small>(attach additional page if more than 3)</small>	1) <b>KLAUS AXEN</b> <small>Name</small> <b>1547 W DESERT HARBOR CIR</b> <b>TUCSON</b> <b>AZ</b> <b>85704</b> <small>Street Address City State Zip Code</small> 2) _____ <small>Name</small> Street Address _____ City _____ State _____ Zip Code _____ 3) _____ <small>Name</small> Street Address _____ City _____ State _____ Zip Code _____			
<b>6. Name, Address and Signature of Organizer:</b> <small>(attach additional page if more than 1 organizer)</small>	I declare, to the best of my knowledge under penalty of perjury, that the information contained herein is correct and acknowledge that pursuant to NRS 239.330, it is a category C felony to knowingly offer any false or forged instrument for filing in the Office of the Secretary of State. <b>KLAUS AXEN</b> <small>Name</small> <b>1547 W DESERT HARBOR CIR</b> <b>TUCSON</b> <b>AZ</b> <b>85704</b> <small>Address City State Zip Code</small> <b>X</b> <b>KLAUS AXEN</b> <small>Organizer Signature</small>			
<b>7. Certificate of Acceptance of Appointment of Registered Agent:</b>	I hereby accept appointment as Registered Agent for the above named Entity. <input checked="" type="checkbox"/> <b>NORTHWEST REGISTERED AGENT, LLC.</b> <small>Authorized Signature of Registered Agent or On Behalf of Registered Agent Entity</small> <b>6/14/2018</b> <small>Date</small>			

This form must be accompanied by appropriate fees.

Nevada Secretary of State NRS 86 DLLC Articles  
 Revised: 10-1-15



State of Missouri

John R. Ashcroft, Secretary of State

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

Application for Registration of a Foreign
Limited Liability Company

(Submit with filing fee of \$105.00)

1. The name of the foreign limited liability company is Florissant SSL LLC

2. The name under which the foreign limited liability company will conduct business in Missouri is (must contain "limited company, "limited liability company", "LC", "LLC", "L.C.", or "L.L.C.") (must be filled out if different from line (1)):

Florissant SSL LLC

3. The foreign limited liability company was formed under the laws of Nevada on the

date of 6/14/2018
(month/day/year)

4. The purpose of the foreign limited liability company or the general character of the business it proposes to transact in this state is:
Senior Housing

5. The name and address of the limited liability company's registered agent in Missouri is (this line must be completed and include a street address):

Northwest Registered
Agent Service, Inc. 117 South Lexington Street Suite 100 Harrisonville MO 64701
Name Address (PO Box may only be used in conjunction with a physical street address) City/State/Zip

The Secretary of State is appointed agent for service of process if the foreign limited liability company fails to maintain a registered agent. Note: failure to maintain a registered agent constitutes grounds to cancel the registration of the foreign limited liability company.

6. The address of the registered office in the jurisdiction organized. If none required, then the principal office address of the foreign limited liability company is:

401 Ryland St Ste 200-A Reno NV 89502
Address (PO Box may only be used in conjunction with a physical street address) City/State/Zip

7. This application must include a current certificate of good standing/existence from the secretary of state or other similar official in the state of domicile. Such document should be dated within 60 calendar days from filing.

(Please see next page)

LLC-4 (08/2013)

Name and address to return filed document:
Name: Klaus Axen
Address: Email: kaxen@innovativeseniorliving.com
City, State, and Zip Code:

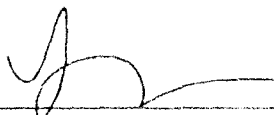
## Letter of Authorization

September 26th, 2018

To Whom It May Concern:

Smart Senior Living LLC currently owns the property at 1475 & 1415 Carla Dr Florissant MO.

Smart Senior Living LLC authorizes Florissant SSL LLC to petition for zoning change.



\_\_\_\_\_  
Laurie Rogers  
Manager Smart Senior Living

9-26-18

\_\_\_\_\_  
Date



\_\_\_\_\_  
Klaus Axen  
Manager Florissant SSL LLC

9/26/18  
\_\_\_\_\_  
Date

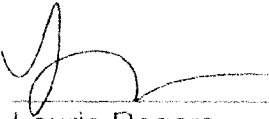
**Letter of Intent**

September 26th, 2018

To Whom It May Concern:

Smart Senior Living LLC currently owns the property located at 1475 & 1415 Carla Dr Florissant MO.

Florissant SSL LLC intends to purchase this property subject to re-zoning approval, with price and terms to be finalized.



\_\_\_\_\_  
Laurie Rogers  
Manager Smart Senior Living LLC

9-26-18

\_\_\_\_\_  
Date



\_\_\_\_\_  
Klaus Axen  
Manager Florissant SSL LLC

9/26/18

\_\_\_\_\_  
Date

---

**Re: Follow Up**

1 message

---

**Cliff Robinson** <crobinson@fvfpd.com>

Fri, Sep 21, 2018 at 12:18 PM

To: Greg Lee &lt;leegreg70@gmail.com&gt;, Nathan Leoni &lt;nleoni@sbcglobal.net&gt;

Good afternoon Mr. Lee,

I have a few answers regarding the meeting we had on August 29, 2018.

1. With regards to buildings 1 through 5, assuming these buildings are memory care facilities I think they considered I-2 (Institutional) use. If they are considered I-2 use the corridor widths usually are wider than other use such as residential. I believe 5 feet is plenty.
2. Spacing should not be an issue. Buildings 7, 8, 9, 10, 11, 12' as long as the City of Florissant is ok with the spacing I don't see there being an issue with the Fire District.
3. Attached are the dimension for our ladder truck. Code states the fire department access road should be at least 20 feet.
4. Knox Box being at the front gate is ok
5. Fire alarm/flow switches (TBD)
6. Fencing around the memory care facility should NOT be an issue, as long as the gates are wide enough for fire department access and operations, if needed. Building 5 FDC seems to be located inside the fence, can this be moved to the outside of the fencing?
7. We agreed on parking on the street for the residents in memory care facility. No parking signs should be posted so the fire truck and ambulances have room to proceed through the street and I don't think there should be parking on the corners of the street. I believe you want this to be a one way, I don't have an issue with this.
8. After discussing the water supply with you may be able to achieve the FDC within 150 feet of a hydrant without adding another fire hydrant to the complex.

Of course this information is subject to change depending on changes from the architect, owner of the complex, or the City of Florissant.

Sorry for the delay on getting this information to you, hopefully this will help in determine your strategy going forward. If you have any other questions please call me.

Respectfully,

**Cliff Robinson****Fire Marshal**Florissant Valley Fire Protection District  
661 St. Ferdinand ST

Florissant, MO 63031  
314-837-8790  
crobinson@fvfpd.com

---

**From:** Greg Lee <leegreg70@gmail.com>  
**Sent:** Tuesday, September 11, 2018 11:41:27 AM  
**To:** Cliff Robinson; Nathan Leoni  
**Subject:** Follow Up

Fire Marshall Robinson,

Just a quick follow up to our meeting on 8/29 and my subsequent notes sent 8/31/18.

We both had questions and answers we wished to research. I thought I'd follow up on our part and perhaps see if you've made any progress on a couple of yours.

1. You had questioned corridor width. Per Architect, regulations allows 4', ours will be 5'.
2. There was a question on spacing. Previously approved complex, which currently is zoned as such, allowed for 10' spacing. On our plan, one location (buildings 6 & 7 -- 6 is existing structure) are at 10'. Balance is at 12' - 15' or more. I sent you previous spacing for comparison.
3. Discussion on width needed at front gates. Need 20' for turning radius for FVFPD equipment. We had indicated a willingness to widen entrances if deemed necessary. Marshall Robinson to provide turning radius for design professionals.
4. We agreed to one Knox box with 1-4 keys inside depending on Owners wishes as regards Master Keys.
5. Flow Switch alarms. Fire Marshall Robinson to look into allowing interconnected providing system still allows indication of which building triggered alarm.
6. Fencing - affects FDC locations, gates, etc. See attached (first plan uses building as part of fence / security. 2nd is immaterial).

We are looking for affirmation or guidance as regards fence plan & interconnected alarms.

As before, we appreciate your willingness to work with us at this stage so as to make the plan review and construction process easy for all parties going forward. We look forward to your response.

Sincerely,

Gregory A. Lee (Greg)  
Double Diamond Construction, LLC  
314-581-5103

 **Truck turning radius.pdf**  
1287K



Construction and Development  
1000 A Truman Blvd.  
Crystal City, MO 63019

Via: Hand Delivered October 15, 2018

October 15, 2018

Mr. Philip Lum, Building Commissioner  
Mr. Robert Russell, Director of Economic Development  
955 St. Francois  
Florissant, MO 63031

Re: Memorandum dated October 10, 2018  
1415 / 1475 Carla Drive, Florissant, MO. 63031  
Case # PZ-101518

Dear Mr. Lum & Mr. Russell.

As a follow up to the above referenced Memorandum to the Planning & Zoning Commission reviewing our site, I wish to submit the following to augment previous submittals or to clarify parts of same:

- Comment re PEU versus PUD. My apologies. My cover letter indicated PEU but I note the application listed PUD. Habit and missed mistake. Revised application attached for your files.
- Comment re no elevations – Rendering of Bldg 9, 11, 12 was slide 15 (now slide 17)(copy attached). . Building 7 is a mirror of building 9.
- Staff Recommendations
  - Landscape detail and count
    - We have solicited and received a proposal from Landscape Architect. His intent is to draft an acceptable plan in ~ 2 weeks. Will submit 9 copies to staff and bring set to next P & Z meeting.
    - Setbacks shown and indicated.
      - See attached from Clayton Engineering
    - Do lot lines indicate separate Ownership?
      - Due to unknowns of Certificate of Need process, leaving flexibility going forward. Intent is to have Ownership / Control vested in LLC's listed.





- Height of each building – (see attached supplementary slide)(also copies of each elevation indicating height of each structure.)
  - Villas with Garages (Bldgs 7, 9, 11, & 12) - 23'4"
  - Villas w/o Garages (Building 10) - 23'2"
  - 12-Plex memory Care / Assisted Living (Bldgs. 1-5) - 28'8"
  - Existing Townhome Structure (Bldg 6) – 41'2"
  - Comm. Building (Bldg 8) – 17'3"
  - Maintenance Building – 14'4"
  
- Sewer concept plan – Ken Schaeffler, Clayton Engineering, to review.

We appreciate your comments and trust the above answers the majority of your questions. I may be reached at 314-581-5103 or via e-mail, [leegreg70@gmail.com](mailto:leegreg70@gmail.com) should you have any questions.

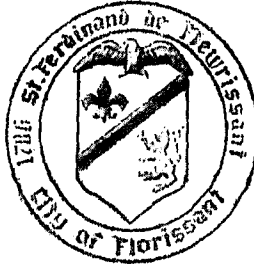
Sincerely,

A handwritten signature in black ink, appearing to read 'Gregory A. Lee'.

Gregory A. Lee (Greg)  
Double Diamond Construction and Development, LLC  
314-581-5103

Cc: Paul & Laurie Rogers  
Nathan Leoni, Double Diamond Construction  
Ken Schaeffler, Clayton Engineering  
Randy Porter, Wallace Architects  
Villas & Cottages of St. Louis County file

FLORISSANT PLANNING & ZONING COMMISSION APPLICATION



City Of Florissant -- Public Works  
314-839-7648

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

Please Print or Type The Following Information

Property Address: 1475 & 1415 Carla Drive  
Property Owners Name: Smart Senior Living LLC Phone #: 916-412-4291  
Property Owners Address: 1696 Avondale Drive, Roseville, CA 95747  
Business Owners Name: Florissant SSL, LLC Phone #: 916-412-4291  
Business Owners Address: same as above  
DBA (Doing Business As) Villas & Cottages of St. Louis County

Authorized Agents Name: \_\_\_\_\_ C.O. Name: Double Dial  
(Authorized Agent to Appear Before The Commission)

Agents Address: 1000 A N. Truman Blvd Phone #: 314-581-5103

Request Re-Zone, through above addresses from R-6 to R-6 PUD, PEV

Use to be assisted living / memory care & Independent Senior  
State complete request (print or type only). *WBS/VK*

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

Applicant's Signature *Gregory A. Lee* 314-581-5103 Date 10/7/18

OFFICE USE ONLY  
Received by: \_\_\_\_\_ Receipt # \_\_\_\_\_ Amount Paid: \_\_\_\_\_ Date: \_\_\_\_\_

STAFF REMARKS: \_\_\_\_\_ COMMISSION ACTION TAKEN: \_\_\_\_\_

DATE APPLICATION REVIEWED: \_\_\_\_\_  
SIGNATURE OF STAFF WHO REVIEWED APPLICATION



BUILDINGS 9, 11 & 12 ELEVATION

AUGUST 2018

VILLAGE OF GREAT RIDGE

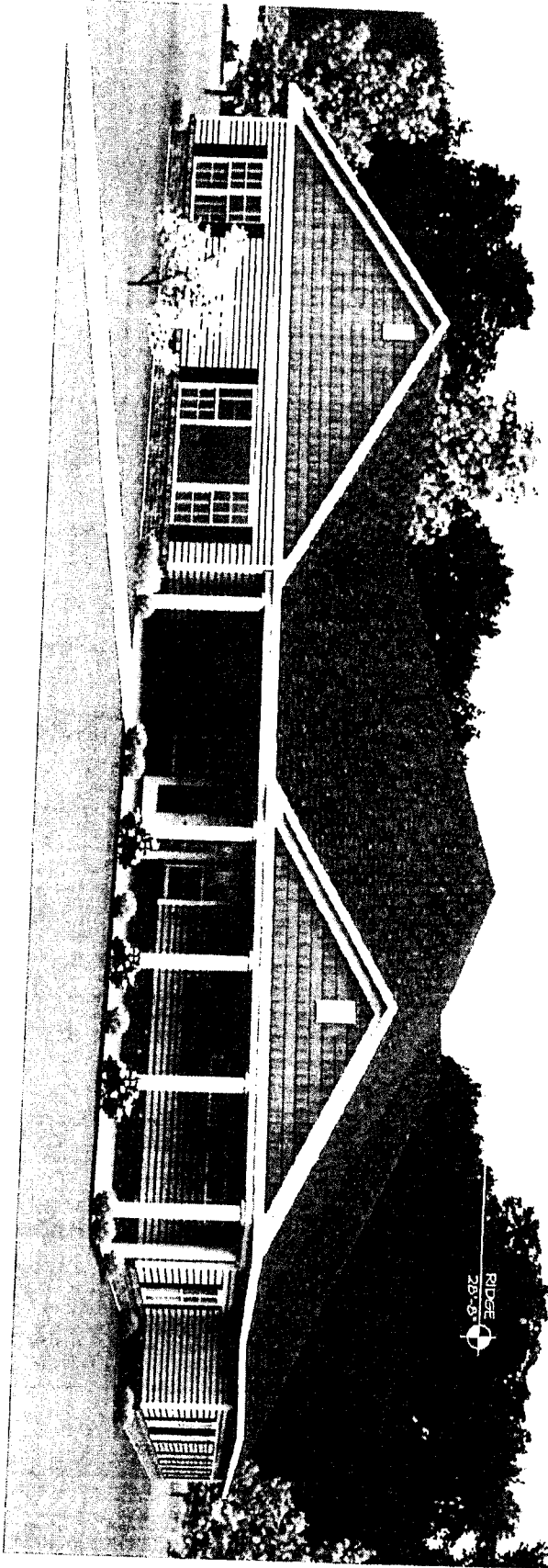


# **Villas & Cottages of St. Louis County**

## **Florissant, MO**

### **Height of All Structures**

- Villas with Garages (Bldgs 7, 9,11, & 12) - 23'4"
- Villas w/o Garages (Building 10) - 23'2"
- 12-P-lex memory Care / Assisted Living (Bldgs. 1-5) - 28'8"
- Existing Townhome Structure (Bldg 6) – 41'2"
- Comm. Building (Bldg 8) – 17'3"
- Maintenance Building – 14'4"

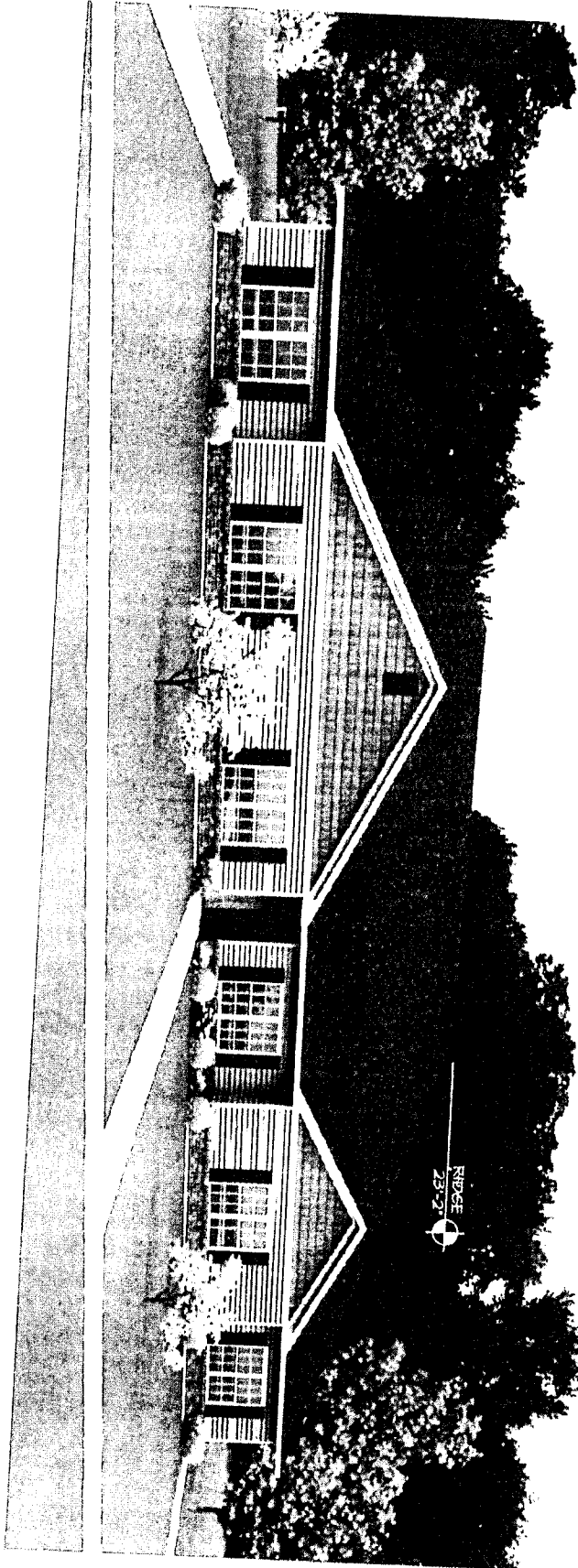


# 12-PLEX BUILDING ELEVATION

AUGUST 2018

WALLACE ARCHITECTS, L.L.C. ARCHITECTS



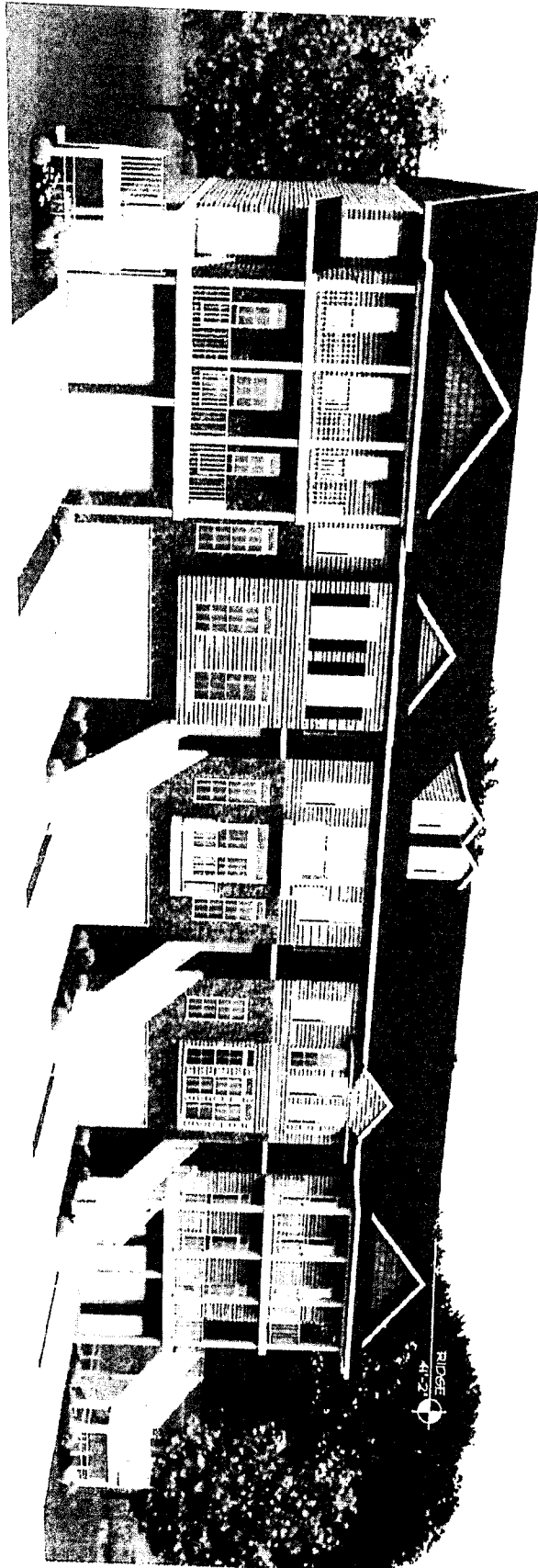


# BUILDING 10 ELEVATION

AUGUST 2018

WALLACE & GORTON ARCHITECTS, P.C. 1000 S. JONES BOULEVARD, SUITE 100, ALPHARETTA, GA 30201

**Wallace**  
ARCHITECTS, P.C.

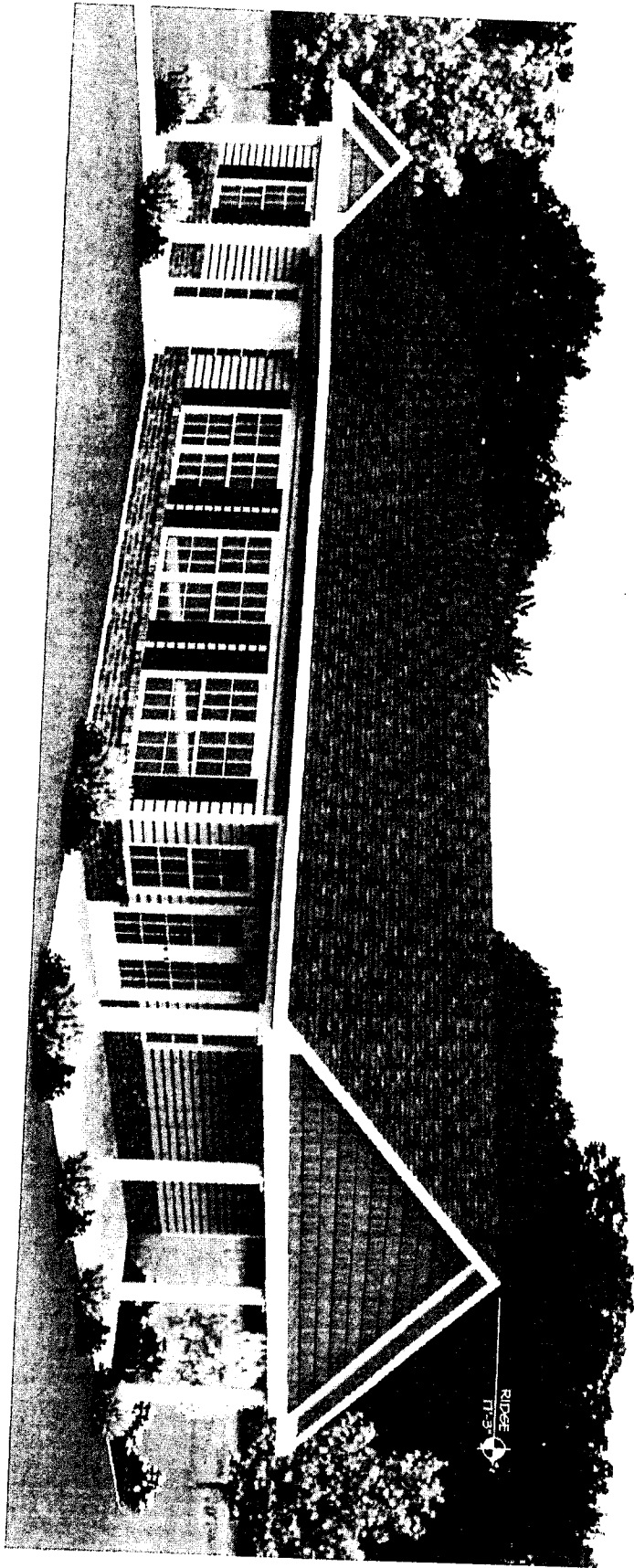


# TOWNHOUSE ELEVATION

AUGUST 2018

THE WALLACE GROUP, INC. ARCHITECTS, P.C.

**Wallace**  
ARCHITECTS, P.C.  
1000 W. 10TH AVENUE, SUITE 100  
DENVER, CO 80202



RIDGE  
TR-3

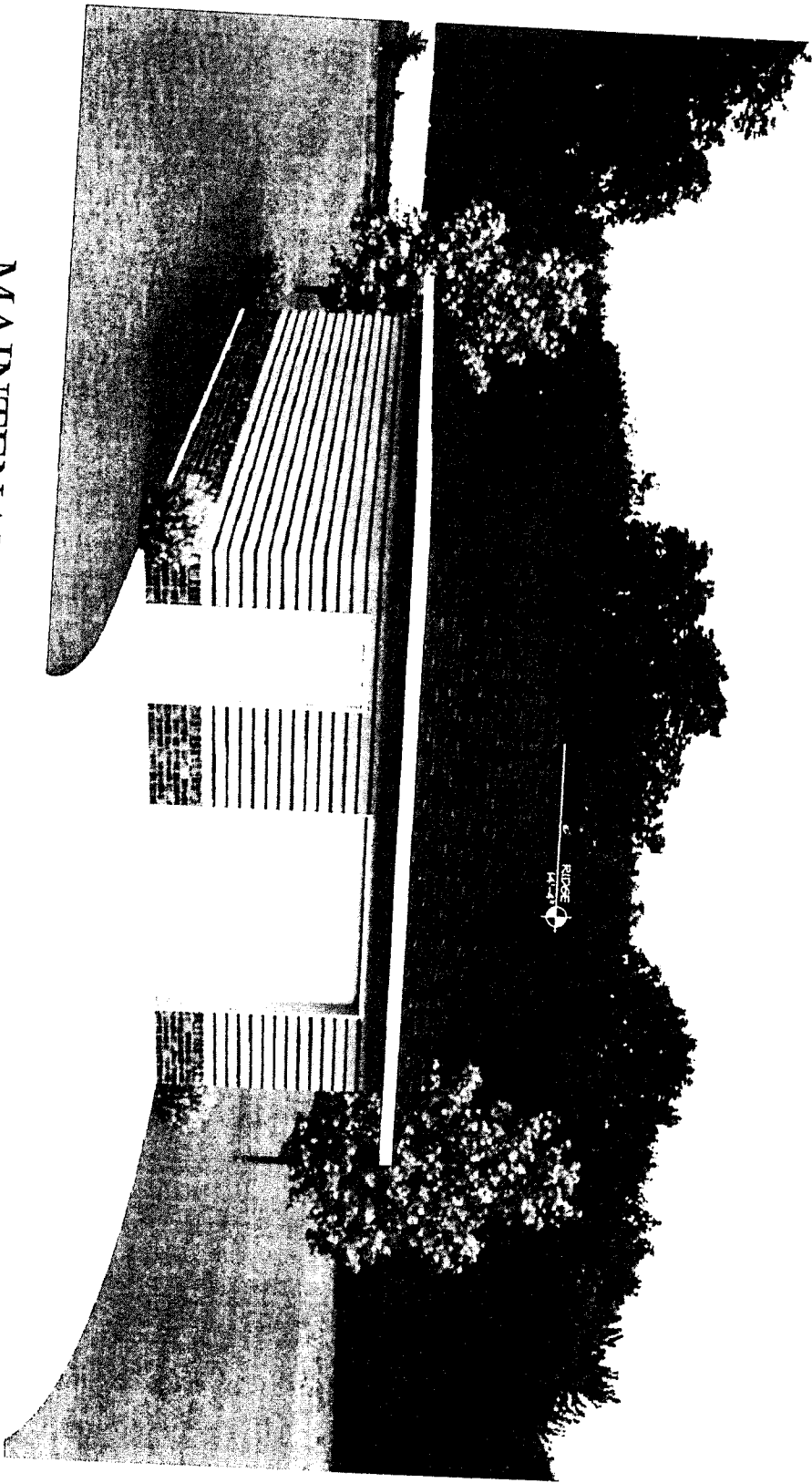
# COMMUNITY BUILDING

AUGUST 2018

THE WALLACE ARCHITECTURE FIRM

**Wallace**  
ARCHITECTURE FIRM





MAINTENANCE BUILDING RENDERING

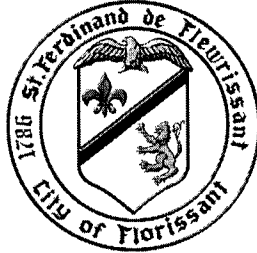
VILLAS & COTTAGES OF THE LAKES COASTAL

AUGUST 2018



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**MEMORANDUM**



**CITY OF FLORISSANT- Building Division**

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

To: Planning and Zoning Commissioners                      Date: October 10, 2018

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

Subject:                      **Smart Senior Living LLC 1475 and 1415 Carla- Request**  
Recommended Approval of a Rezoning from an 'R-6' Multiple Family  
 Dwelling District to a PEU, Planned Environmental Unit.

**STAFF REPORT**  
**CASE NUMBER PZ-101518-3**

**I. PROJECT DESCRIPTION:**

This is a request for Recommended Approval of a Rezoning from an 'R-6' Multiple Family Dwelling District to a PEU, Planned Environmental Unit.

**II. EXISTING SITE CONDITIONS:**

The existing property at 1475 and 1415 Carla has been a vacant property. The petitioner requested the re-zoning to allow the use of the property to fit a new development.

There is a large existing structure on 1475 Carla. The subject property is approximately 9.51 acres. There are no buildings or drives on 1415 Carla.

There is a paved area on the west side of 1415 Carla. The property at 1475 Carla is partially developed, including streets, sewers and some parking along the north ring road.

41  
42  
43 **III. SURROUNDING PROPERTIES:**  
44

45 The properties to the West are Zoned R-4 Single Family Dwelling District. The  
46 properties to the East are zoned R-6 Multiple Family Dwelling District as is the property  
47 to the South.  
48

49 **IV. STAFF ANALYSIS:**  
50

51 The previous development properties have been consolidated into the two lots of 1475  
52 and 1415 Carla.  
53

54 I believe this is an application for a PEU. The City does not have a procedure for a PUD  
55 R-6 as stated on the application and an RDD is only for R-1 through R-5, therefore it is a  
56 PEU. A PEU or Planned Environmental Unit, is ***“to provide a permissible, voluntary  
57 and alternate zoning procedure in the "R" dwelling districts in order to permit  
58 flexibility in building types, relationships between buildings and provisions of  
59 supporting community facilities in the development...”***

60 Reviewing the City’s ordinance regarding establishing a PEU or Planned Environmental  
61 Unit, a review of section 405.180 is in order:  
62

63 *Section 405.180 Procedure For Approval of A "PEU". [Ord. No. 7249 §1, 2-13-2006]*  
64

65 *A. The procedure for establishment of a "PEU" Planned Environment Unit or approval of site plan in an*  
66 *existing "PEU" Planned Environment Unit in order to establish a Planned Environmental Unit through a*  
67 *change of zoning or to obtain approval of a site development plan in order to utilize land in an established*  
68 *Planned Environment Unit shall be as follows:*  
69

70 *1. Application. The owner or owners of record or owners under contract of a lot or tract of land*  
71 *or their authorized representatives shall petition the City Council on forms prescribed for this*  
72 *purpose by the Planning and Zoning Commission. These forms are to be submitted to the Building*  
73 *Commissioner or designated representative and accompanied by the following:*  
74

- 75 *a. Applicable filing fee;*  
76 *b. Legal description of the property;*  
77 *c. Outboundary plat of the property;*  
78 *d. Preliminary development plan depicting, but not limited to, the following:*  
79

80 *(1) Proposed uses. In single-lot developments, approximate location of buildings*  
81 *and other structures as well as parking areas shall be indicated. In multiple-lot*  
82 *developments, conceptual location and configuration of buildings, approximate*  
83 *locations of common ground areas, major utility easements and stormwater*  
84 *retention or detention areas shall be indicated.*

85 *(2) Existing and proposed contours at vertical intervals of not more than five (5)*  
86 *feet referred to sea level datum. Floor plan areas shall be indicated.*

87 *(3) Approximate location of all isolated trees having a diameter at breast height*  
88 *of six (6) inches or more, all tree masses and proposed landscaping.*

89 *(4) Two (2) section profiles through the site showing preliminary building form,*  
90 *existing natural grade and proposed final grade.*

91 *(5) Proposed ingress and egress to the site, including adjacent streets and*  
92 *approximate alignments of internal roadway systems.*

93 (6) Preliminary plan for sanitation and drainage facilities.  
94

95 2. Hearing/public hearing.

96 a. A hearing on the petition shall be held by the Planning and Zoning Commission following the  
97 filing of completed application with the Building Commissioner or designated representative and  
98 the acceptance of such application thereby as a complete application. The Planning and Zoning  
99 Commission shall thereafter make a recommendation to the City Council with respect to the  
100 application petition.

101 b. The applicable provisions with respect to all petitions under this Section and proceedings with  
102 respect thereto, including public hearings and any ordinances resulting therefrom, but no public  
103 hearing shall be commenced until the petitioner has provided payment for the notice of  
104 publication of such public hearing. If such payment is not provided by the petitioner within sixty  
105 (60) days of submission of a bill thereto, the petition shall be deemed abandoned and the request  
106 for public hearing withdrawn.

107  
108 c. Upon the issuance of a recommendation by the Planning and Zoning Commission or if no  
109 recommendation has been made by the Planning and Zoning Commission within sixty (60) days of  
110 acceptance of the completed application by the Building Commissioner or designated  
111 representative, the petitioner may request the City Council to set a public hearing on such petition  
112 by filing a written request therefore with the City Clerk together with any required deposit to  
113 cover the anticipated costs of advertising such public hearing. In the event that the petitioner has  
114 requested the setting of public hearing in the absence of a recommendation from the Planning and  
115 Zoning Commission, the Planning and Zoning Commission shall be deemed to have made a  
116 recommendation of approval.

117  
118 d. No ordinance approving any petition shall be enacted unless and until a public hearing on such  
119 petition has been held by the City Council, at which hearing the following issues, which said  
120 issues shall not be considered all inclusive, shall be addressed:

- 121 (1) Permitted uses, including maximum floor area;  
122 (2) Performance standards;  
123 (3) Height limitations;  
124 (4) Minimum yard requirements;  
125 (5) Off-street parking and loading requirements;  
126 (6) Sign regulations;  
127 (7) Minimum requirements for site development plans;  
128 (8) Time limitations for commencement and completion of construction.  
129

130 3. Matters to be considered.

131 a. The Planning and Zoning Commission shall, in the instance of every application submitted  
132 under these regulations, especially consider landscape and other relationships which may exist  
133 between the proposed development and the character of the surrounding neighborhood and shall  
134 prescribe and require such physical treatment or other limitations as will, in its opinion, enhance  
135 said neighborhood character.  
136

137 b. Height limitations for structures may be modified by the Commission with respect to any  
138 structure proposed in an application for a Planned Environment Unit Permit if the normal  
139 requirements for open areas on the premises are modified as follows:

Any residential structure exceeding three (3) stories in height or thirty-five (35) feet shall sit back from all Planned Environment Unit boundary lines at least one (1) additional foot for each foot height above thirty-five (35) feet above the average finished ground elevation at the perimeter of such structure.

140 c. The required side yard setback of the District in which a property is located may be reduced.  
141 All other setbacks must be adhered to.  
142

143 d. Off-street parking requirements applicable in any district shall in no event be diminished by the  
144 Commission, but the Planning and Zoning Commission may require that open parking areas be

145 depressed below the grade of the remainder of the property or screened by walls, fences or plant  
146 material or by both methods in order to preserve or complement the general character of any  
147 existing developments on adjacent properties.  
148

149 4. Site development plans.

150  
151 a. After passage by the City Council of an ordinance authorizing the establishment of a Planned  
152 Environment Unit and requiring submission of a site development concept plan, such plans shall  
153 be submitted in accord with the following provisions: No building permits or authorization for  
154 improvement or development for any use requested under provisions of this Section shall be issued  
155 prior to approval of such plans.  
156

157 b. Plans shall be submitted to the Planning and Zoning Commission for review and approval.  
158 These plans shall contain the minimum requirements established in the conditions of the specific  
159 ordinance governing the Planned Environment Unit and, further, shall comply with provisions of  
160 the subdivision ordinance and other applicable City ordinances.  
161

162 c. In the case of single-lot/multiple-building developments or multiple-lot developments where a  
163 site development concept plan is required, site development section plans shall be submitted to the  
164 Building Commissioner or designated representative for review and approval per individual  
165 building, lot, phase or plat representing a portion of the site development concept plan. All plans  
166 approved hereunder shall be retained on file by the Building Commissioner.  
167

168 The City's Comprehensive Plan should be updated in this area since the proposed future  
169 use of the property was to be Open Space or common ground prior to the previous re-  
170 zoning and partial development. The properties to the South are proposed to be Multiple  
171 Family per the Comprehensive Plan. 1415 Appears on the Comprehensive Plan as Single  
172 Family, however, it would be quite difficult to create more buildable lots of this property,  
173 subdivision the property whose narrowest depth is only about 40 feet.  
174

175 The application is accompanied by professionally completed plans: Preliminary Site Plan  
176 (Colored) Villas and Cottages, Preliminary Site Plan with Lot Lines and Preliminary Site  
177 Plan Villas and Cottages all dated April 2, 2018. PowerPoint reprints with color plans  
178 and renderings 8 1/2" x 11", attached.  
179

180 The following are staff comments on the plans, as compared to the provisions of code  
181 section 405.180 above:  
182

183 Preliminary Site Plan (Colored)

- 184 • This site plan indicates 12 Buildings with Building #6 is existing.
- 185 • Decorative landscape is shown, without landscape schedule or counts.
- 186 • Required versus proposed setbacks not shown.
- 187 • Building heights and character not shown.
- 188 • Any changes in sewer concept are not mentioned and assumed there are none if
- 189 the development is no more impervious than the previous, it can be assumed that
- 190 the retention area may be adequate to support this development.  
191

192 Preliminary Site Plan with Lot Lines and Preliminary Site Plan Villas and Cottages

- 193 • Lot lines are indicated in color. It is unclear about who will own what with regard  
194 to the lot lines.

- 195 • The interior ring road is a private road as shown. Otherwise the setback for the
- 196 units along this ring road appears to be close to the private road.

197  
198 **PowerPoint Comments**

- 199 • The proposed zoning does not change per the proposal, therefore the Height, Area
- 200 And Bulk Regulations. The height, area and bulk requirements for permitted uses
- 201 in 'R-6' are as follows:
  - 202 ○ 1. Minimum lot area. Three thousand five hundred (3,500) square feet.
  - 203 ○ 2. Maximum story. Three (3) stories.
  - 204 ○ 3. Maximum height. Forty-five (45) feet.
  - 205 ○ 4. Minimum depth (front yard). Thirty (30) feet.
  - 206 ○ 5. Minimum depth (rear yard). Twenty-five (25) feet (fifteen (15) feet,
  - 207 corner lot).
  - 208 ○ 6. Minimum depth (side yard). Ten (10) feet.
  - 209 ○ 7. Minimum lot frontage width. Sixty (60) feet.
- 210 • There are renderings of several of the buildings, residential in character with
- 211 appropriate accoutrements.
- 212 • Cottages indicated are housing with assisted living.
- 213 • Villas are for more independent living.
- 214 • Building 10 remains residential in character
- 215 • Townhouse is shown, but no renderings of 7, 9, 11 or 12.

216  
217  
218 **VI. STAFF RECOMENDATIONS:**

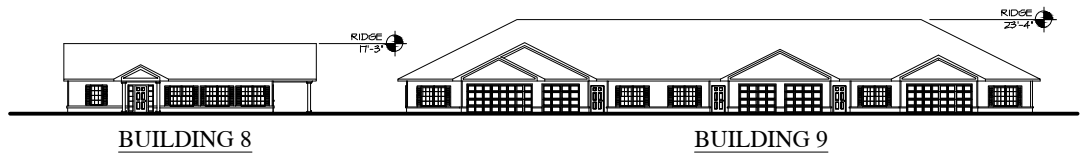
219 Recommend some discussion with the petitioner to clarify these items:

- 220 • landscape schedule or counts
- 221 • setbacks shown and indicated
- 222 • do lot lines indicate separate ownership?
- 223 • Heights of all buildings.
- 224 • Concept sewer plan

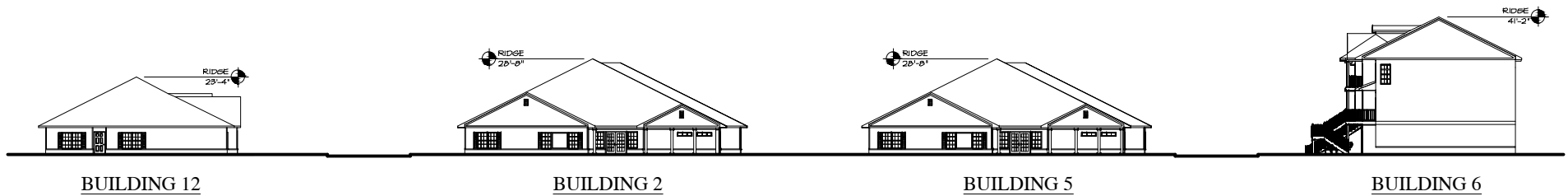
225 Recommend continuance with above supplemental information.

226  
227  
228 (end of report and suggested continuance)





**ELEVATION #1**  
SCALE: NTS



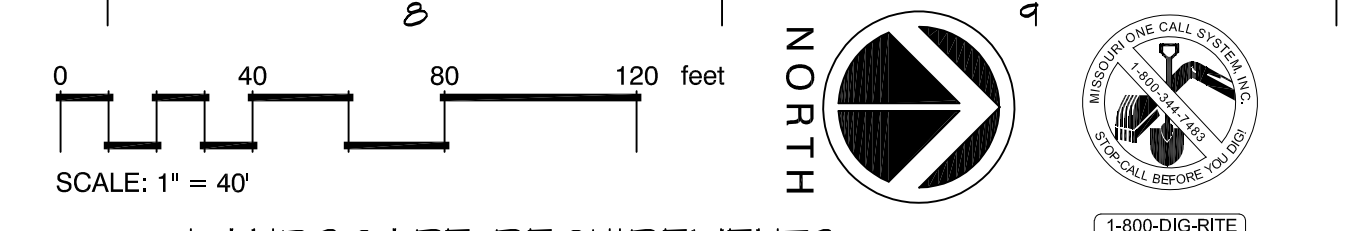
**ELEVATION #2**  
SCALE: NTS

# SITE SECTION

AUGUST 2018



PLEASE NOTE:  
 ● ALL LANDSCAPE AREAS & ISLANDS SHALL BE PROVIDED WITH A MECHANICAL IN-GROUND IRRIGATION SYSTEM (BY OTHERS). COORDINATE LANDSCAPING WITH IRRIGATION CONTRACTOR.  
 ● ALL PLANTING BEDS TO BE EDGED W/ SPADE-CUT EDGE UNLESS OTHERWISE NOTED.  
 ● ADJUST TREE LOCATIONS FOR LIGHT STANDARDS AND UNDERGROUND UTILITIES.  
 ● NO TREES OR OTHER OBSTRUCTIONS SHALL BE LOCATED WITHIN 6 FEET OF FIRE HYDRANTS.  
 ● ALL SHRUBS/PERENNIALS WITHIN SIGHT TRIANGLE ZONES TO BE MAINTAINED AT A MAXIMUM HEIGHT OF TWENTY FOUR INCHES (2 FEET). ALL TREES TO BE MAINTAINED WITH A CLEAR HEIGHT FROM GRADE OF TEN (10) FEET.



**LANDSCAPE REQUIREMENTS:**

**TREES:**  
 ONE (1) 2.5" CALIPER STREET TREE IS REQUIRED FOR EVERY FIFTY (50) FEET OF FRONTAGE WITHIN THE LANDSCAPE SETBACK, WITH A TOTAL 425.00 LIN. FT. OF FRONTAGE, NINE (9) STREET TREES ARE REQUIRED AND 10 ARE PROVIDED, CONSISTING OF 3 EXISTING/7 PROPOSED TREES.

IN ADDITION TO THE STREET TREES, ONE (1) 2.5" TREE SHALL BE REQUIRED FOR EVERY FIFTEEN (15) PARKING SPACES, WITH A TOTAL OF SIXTY NINE (69) PARKING SPACES, FIVE (5) TREES ARE REQUIRED AND 5 ARE PROVIDED.

**BUILDING LANDSCAPE:**  
 LANDSCAPING SHALL BE PROVIDED ALONG ALL EXTERIOR WALLS AT THE RATIO OF ONE (1) SHRUB FOR EVERY FIVE (5) LINEAL FEET OF EXTERIOR WALL. ADDITIONALLY, LANDSCAPING IS REQUIRED, AND IS PROVIDED, AT TRASH ENCLOSURES.

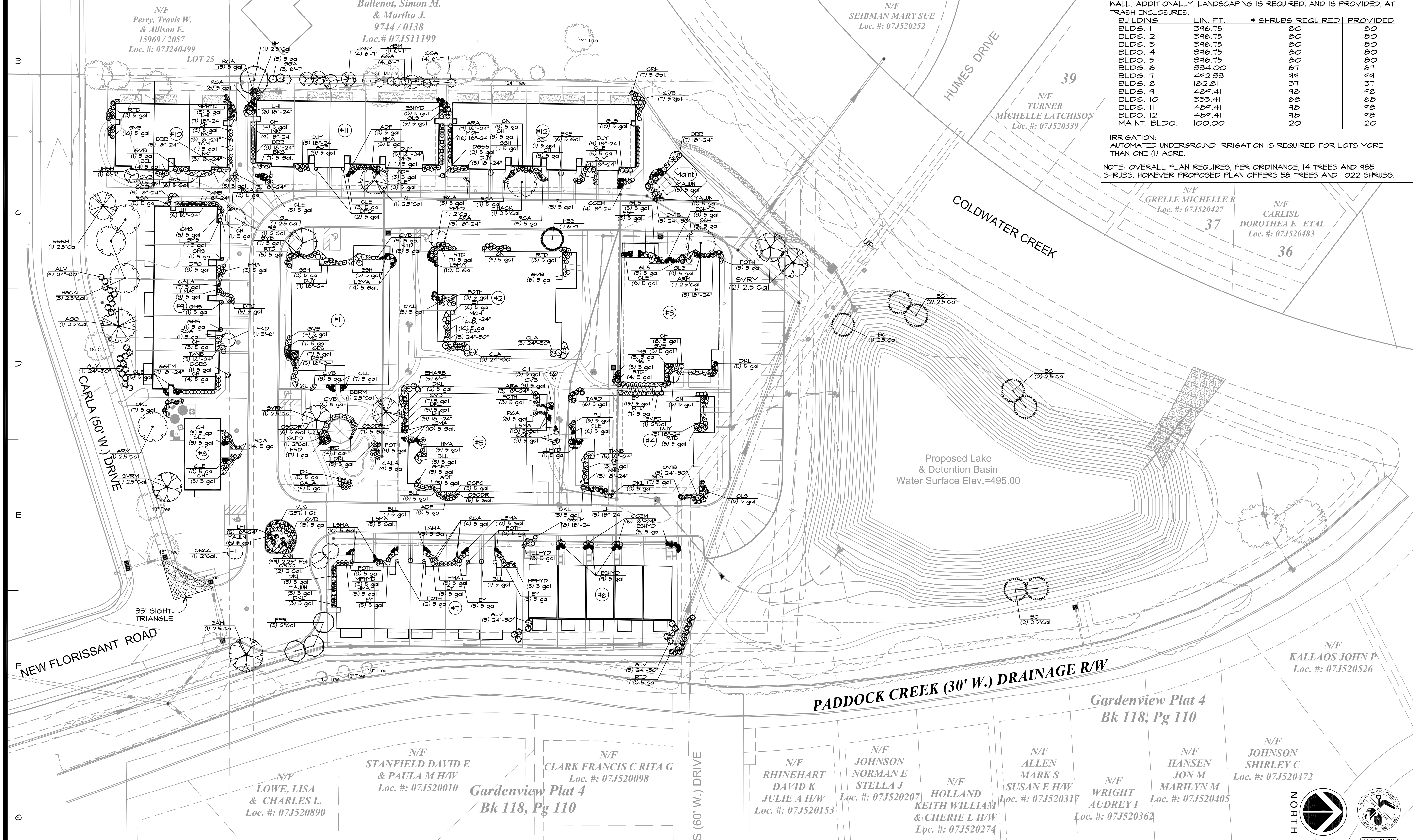
BUILDING	LIN. FT.	# SHRUBS REQUIRED	PROVIDED
BLDG. 1	346.75	80	80
BLDG. 2	346.75	80	80
BLDG. 3	346.75	80	80
BLDG. 4	346.75	80	80
BLDG. 5	346.75	80	80
BLDG. 6	334.00	67	67
BLDG. 7	442.33	94	94
BLDG. 8	182.81	37	37
BLDG. 9	489.41	98	98
BLDG. 10	335.41	68	68
BLDG. 11	489.41	98	98
BLDG. 12	489.41	98	98
MAINT. BLDG.	100.00	20	20

**IRRIGATION:**  
 AUTOMATED UNDERGROUND IRRIGATION IS REQUIRED FOR LOTS MORE THAN ONE (1) ACRE.

NOTE: OVERALL PLAN REQUIRES, PER ORDINANCE, 14 TREES AND 985 SHRUBS. HOWEVER PROPOSED PLAN OFFERS 59 TREES AND 1,022 SHRUBS.

Queens Subdivision Plat #2  
 Bk 96, Pg 27

Flamingo Park Plat 10  
 Bk 101, Pg 92-93



NEW FLORISSANT ROAD

PADDOCK CREEK (30' W.) DRAINAGE R/W

Gardenview Plat 4  
 Bk 118, Pg 110

N/F LOWE, LISA & CHARLES L.  
 Loc. #: 07J520890

N/F STANFIELD DAVID E & PAULA M H/W  
 Loc. #: 07J520010

N/F CLARK FRANCIS C RITA G  
 Loc. #: 07J520098

Gardenview Plat 4  
 Bk 118, Pg 110

N/F RHINEHART DAVID K JULIE A H/W  
 Loc. #: 07J520153

N/F JOHNSON NORMAN E STELLA J  
 Loc. #: 07J520207

N/F HOLLAND KEITH WILLIAM & CHERIE L H/W  
 Loc. #: 07J520274

N/F ALLEN MARK S SUSAN E H/W  
 Loc. #: 07J520317

N/F WRIGHT AUDREY I  
 Loc. #: 07J520362

N/F HANSEN JON M MARILYN M  
 Loc. #: 07J520405

N/F JOHNSON SHIRLEY C  
 Loc. #: 07J520472



Prepared for:  
**FLORISSANT SSL, LLC**  
 1696 Avondale Drive  
 Roseville, California 95747  
 916/546-4089

REVISIONS	BY

**Landscaping TECHNOLOGIES**

67 Jacobs Creek Drive, Suite 100  
 Roseville, CA 95747  
 (916) 428-1200  
 Fax: (916) 428-1202  
 E-mail: info@landscapingtechnologies.com  
 Website: www.landscapingtechnologies.com

REGISTERED PROFESSIONAL LANDSCAPE ARCHITECT  
 MISSOURI  
 NUMBER 13313  
 DATE 10/27/18

MASTER PLANTING PLAN FOR THE PROPOSED  
**Villas & Cottages of St. Louis County**  
 FLORISSANT, MISSOURI

DRAWN	R. MARDIS
CHECKED	RAMMEL
DATE	10-27-18
SCALE	1"=40'-0"
JOB No.	2018-160
SHEET	

OF TWO SHEETS



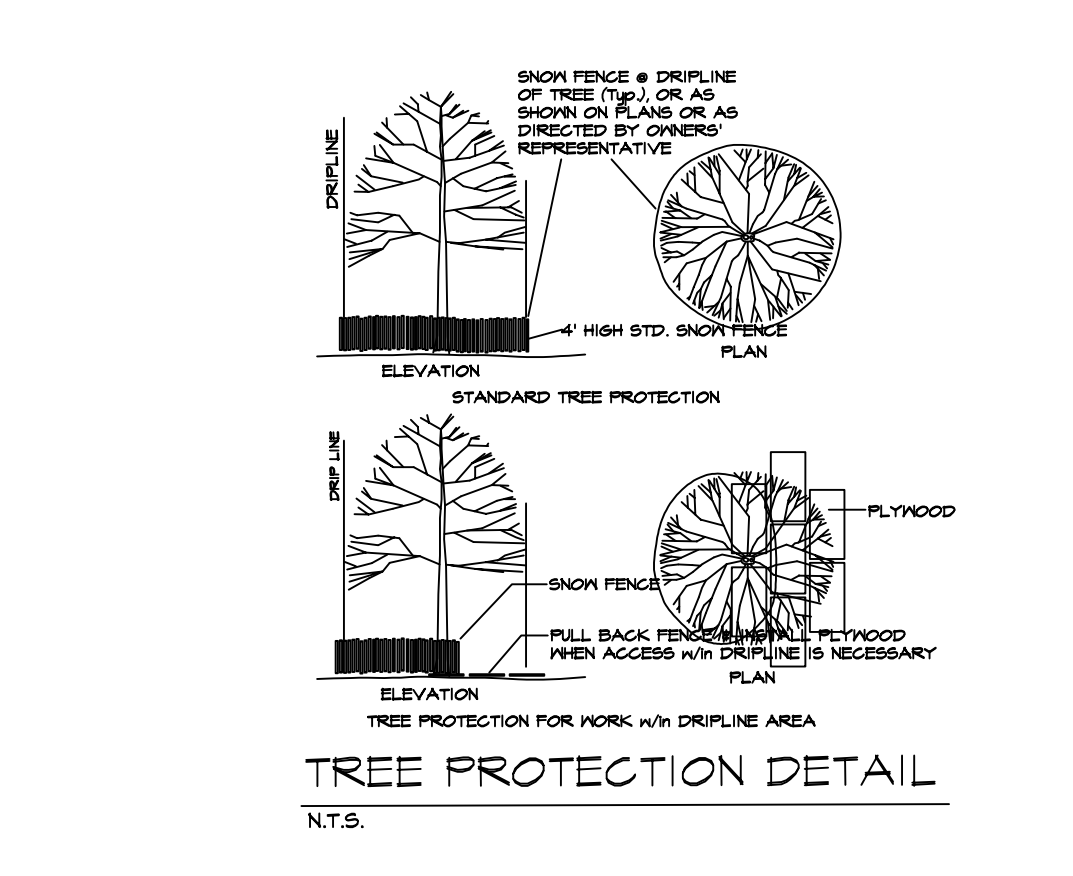
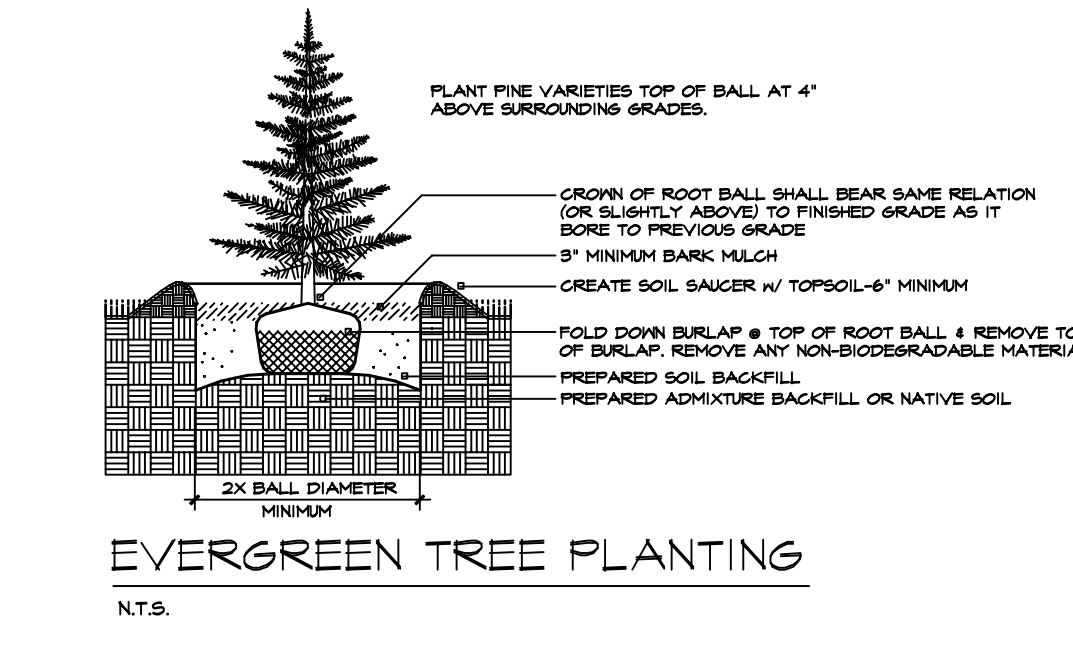
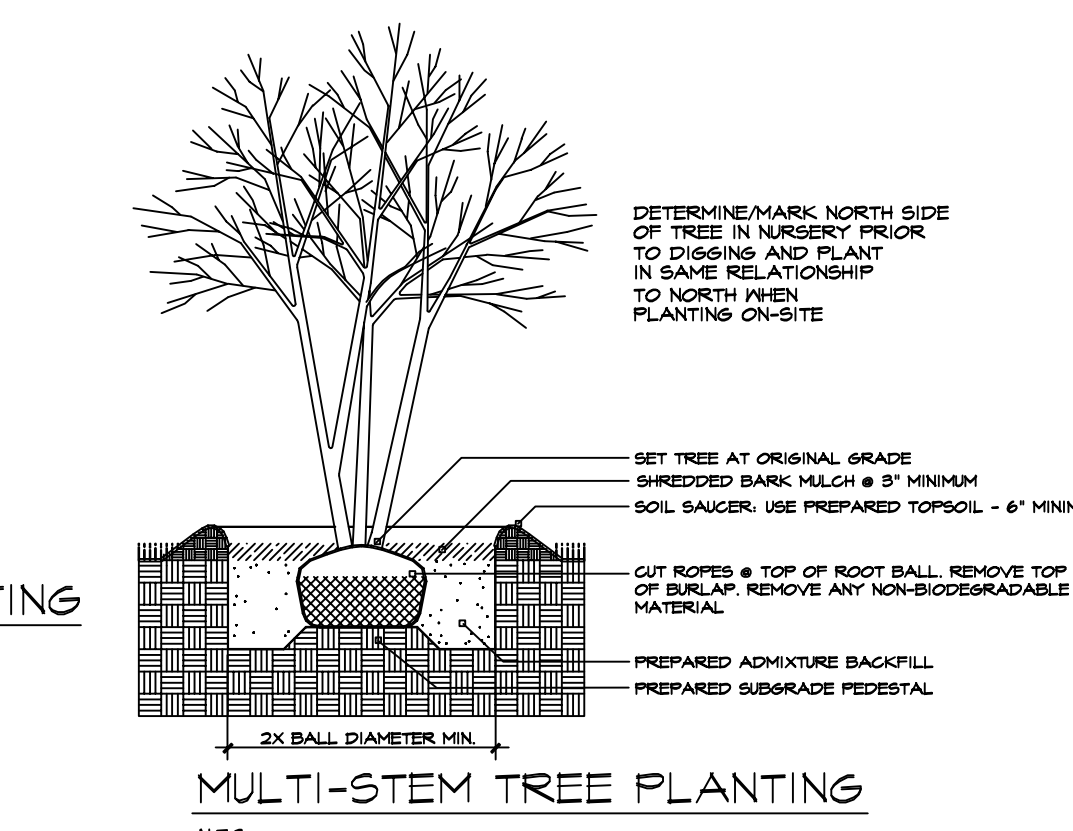
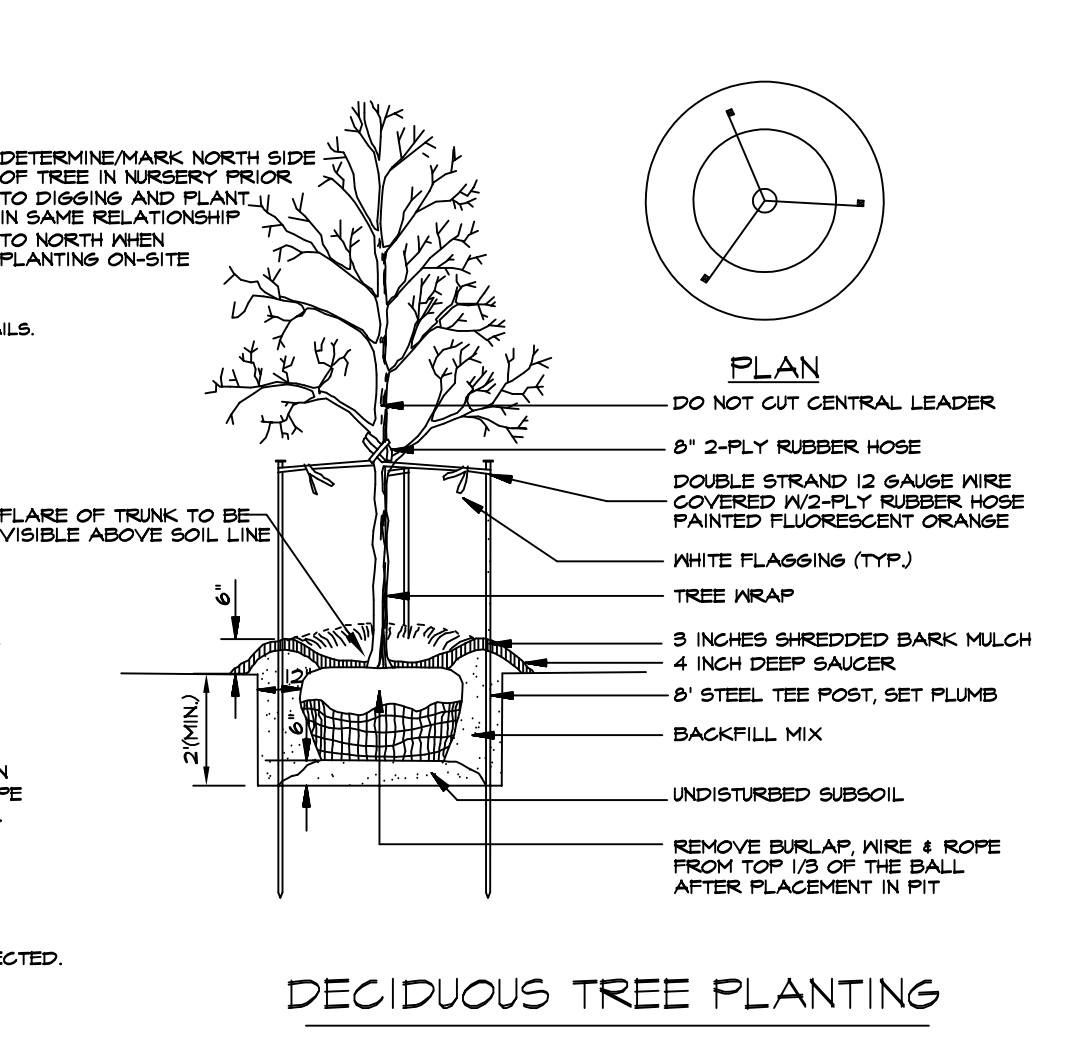
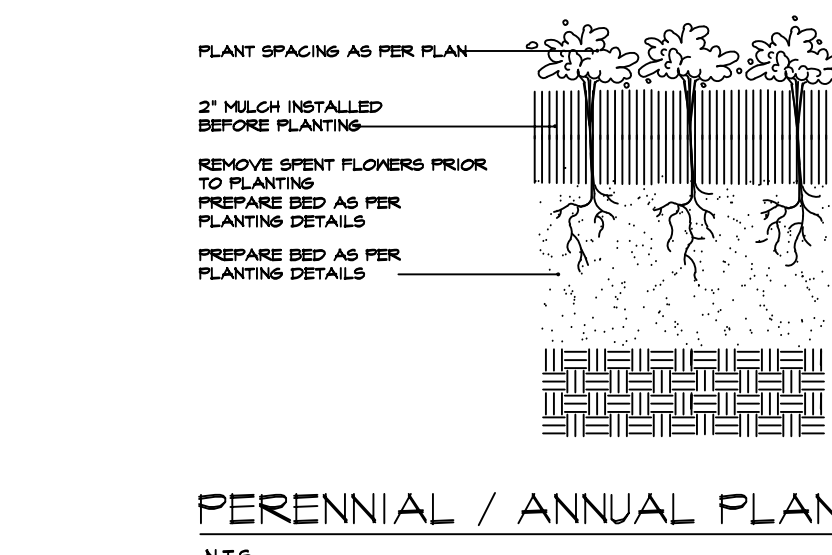
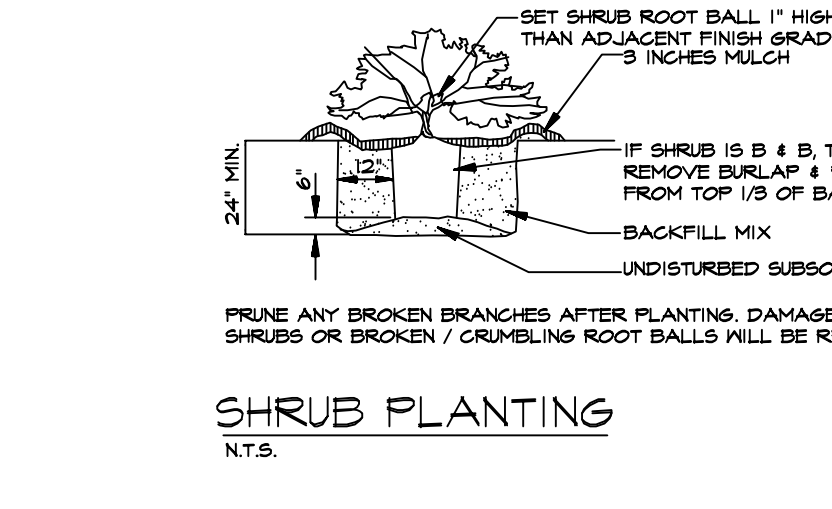
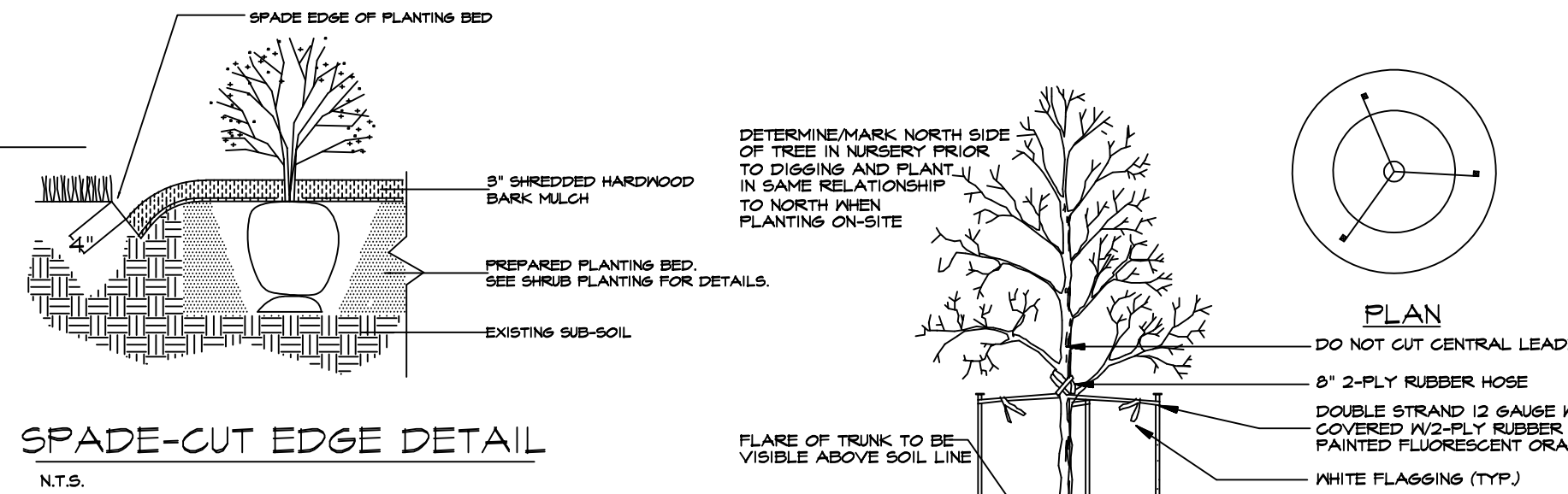
LANDSCAPE GUIDELINE SPECS:

GENERAL:

- 1) All natural vegetation shall be maintained where it does not interfere with construction or the permanent plan of operation. Every effort possible shall be made to protect existing structures or vegetation from damage due to equipment usage. Contractor shall at all times protect all materials and work against theft to public. The landscape contractor shall be responsible for any coordination and sequencing with other site related work, being performed by other contractors. Refer to additional drawings for further coordination of work to be done.
2) Underground facilities, structures and utilities must be considered approximately only. There may be other features known or shown. It shall be the landscape contractor's responsibility to determine or verify the existence of one exact location of the above (Call utility location services in municipality).
4) Plant material are to be planted in the same relationship to grade as was grown in nursery conditions. All planting beds shall be cultivated to 6" depth immediately before final planting of plants. Plant groundcover to within 12" of trunk of trees or shrubs planted within the area.
5) It shall be the landscape contractor's responsibility to:
A) Verify all existing and proposed features shown on the drawings prior to commencement of work.
B) Report all discrepancies found with regard to existing conditions or proposed design to the landscape architect immediately for a decision.
C) Stake the location of all proposed plant material and obtain the approval of the owner's representative or landscape architect before (10) days prior to installation.
6) Items shown on this drawing take precedence over the material list. It shall be the landscape contractor's responsibility to verify all quantities and conditions prior to implementation of this plan. No substitutions of types or size of plant material will be accepted without written approval from the landscape architect.
7) Provide irrigation lines unless otherwise noted in plant schedule.
8) All plant material shall comply with the recommendations and requirements of ANSI Z601 "American Standards for Nursery Stock".
9) It shall be the contractor's responsibility to provide for inspection of the plant material by the Landscape Architect (or Owner's Representative) prior to acceptance. Inspections may take place before, during or after installation. Plants not conforming exactly to the plant list will not be accepted and shall be replaced at the landscape contractor's expense.
10) All bids are to have unit prices listed. The Owner has the option to delete any portion of the contract prior to signing the contract or beginning work. This will be a unit price contract, quotes shall be valid for 12 months.
11) Should auger equipment be utilized in excavating any plant pits, vertical sides of plant pits shall be thoroughly scarified to avoid creation of 'potholed side walls' prior to plant material installation.
12) All excess topsoil, rocks, debris and/or tainted soils shall be removed by the general contractor prior to point project is turned over to the landscape contractor to commence landscape installation.
13) Keep all plant material (except turf) a minimum of 36" clear of fire hydrants.
14) Landscape contractor shall kill & remove all existing weeds within the project site.
15) All tags, nursery stakes, labels, etc. shall be removed by the landscape contractor at completion of all landscape installation.
16) Landscape contractor shall be in compliance with all federal, state and local laws / regulations relating to insect infestation and/or plant diseases.
17) All substitutions of plant material shall be submitted to landscape architect for approval.
PRUNING:
1) Lightly prune trees at time of planting. Prune only the crossover limbs, identified leaders and/or any broken branches. Some interior limbs and lateral branches may be pruned. However, do not remove the terminal buds of branches that extend to the edge of the crown.
2) All pruning shall comply with ANSI A800 standards.
INSURANCE:
1) The landscape contractor shall submit certificates of insurance for workman's compensation and general liability.
MULCH:
1) All mulch to be shredded oak bark mulch at 3" depth (after compaction) unless otherwise noted. Mulch shall be clean and free of all foreign materials, including weeds, mold, deleterious materials, etc.
2) No plastic sheathing or flaps, including mulch, shall be placed beneath shredded bark mulch beds. Kraft fabric shall be used beneath all gravel mulch beds.
3) Lay fabric 3" over adjacent mulch beds.
4) Edge all beds with spade-cut edge unless otherwise noted.
MAINTENANCE:
1) Landscape Contractor shall provide a separate proposal to maintain all plants, shrubs, groundcover, perennials and annuals for a period of 12 months after acceptance.
2) Contractor shall ensure that only competent and trained personnel shall provide such services and that such services be provided in a timely manner.
3) Watering of seeded or sodded lawns shall begin immediately and shall continue to be provided continuously for the following 12 hours. Regardless, the landscape contractor shall be responsible for all landscape maintenance until project turnover.
SIGHT TRIANGLES:
1) No landscape material or other obstructions shall be placed or be maintained within the sight distance area so as not to impede the vision between a height of thirty inches (30") and ten feet (10') above the adjacent street or paving surfaces.
2) Sight triangles at the intersection of a public street and a private access way (except for single family residences) shall also be formed by measuring from the point of intersection of the street frontage curb and the entrance curb line a distance of 20' and connecting the points so established to form the sight triangle area.
TOPSOIL:
1) Topsoil mix for all proposed landscape plantings shall be five (5) parts well-drained screened organic topsoil to one (1) part Canadian sphagnum peat moss per planting details. Ratio till topsoil mix to 3" depth of 6" minimum and grade smooth.
2) Provide a soil analysis, as requested, made by an independent soil-testing agency, testing the % of organic matter, nitrogen, phosphorus, potassium, calcium, magnesium, pH and mineral content.
3) Any foreign topsoil used shall be free of roots, clumps, weeds, brush, stones (larger than 1"), litter or any other extraneous or toxic material. Landscape contractor shall be fully responsible for correcting all negative soil issues prior to plant installation. Killing and removal of all weeds shall be the responsibility of the landscape contractor as part of this task.
4) Landscape contractor to apply pre-emergent herbicide to all planting beds upon completion of planting operations and before application of shredded bark mulch.
5) Install siltation controls prior to commencement of any grading operations. Inspect and maintain all siltation fences on a weekly basis until vegetation is established.
MISC. MATERIAL:
1) Provide stakes and deadman of sound, non hardwood, free of knots/holes and defects.
2) Tree wrap tape shall be 4" minimum, designed to prevent barrier damage and winter freezing. Additionally, only spray tng material shall be used.
TURF:
1) All disturbed lawn areas to be seeded with a mixture of Turf-Type fescue (50% per acre) and bluegrass (10% per acre). Lawn areas shall be unconditionally irrigated for a period of 90 days from date of final grade. Bare areas more than one square foot per any 30 square feet shall be replaced.
2) Seed and fertilization operations shall occur between May 1 and June 15th or between September 1 and October 15th unless directed by others in writing AND irrigation system is operating. Granular or pelleted fertilizer consisting of 50% water-insoluble slow release nitrogen, phosphorous and potassium in a 12-12-12 composition.
3) The turf contractor shall be responsible for protection of finished grade, restore and repair any erosion or water damage and obtain owner's approval prior to seeding or sod installation.
4) Landscape contractor shall offer an alternate price for sod in lieu of seed. Sod shall be cut at a uniform thickness of 3/4". No broken pieces, irregular pieces or torn pieces will be accepted. Any pieces carrying concentrated water loads and all slopes of 12% or greater shall be sodded.
5) All sod shall be placed a minimum of 24 hours after harvesting.
6) Recondition existing lawn areas damaged by Contractor's operations including equipment/material storage and movement of vehicles.
7) Sod Contractor to ensure sod is placed below sidewalk and all paved area elevations to allow for proper drainage.
EROSION CONTROL BLANKET (Where applicable):
1) All seeded areas on slopes greater than 4:1 shall receive an erosion control blanket which shall consist of loose straw mat and anchor pins as manufactured by Northern American Green, DS-75 or approved equal. Install per manufacturer's recommendations.
PLUG PLANTING NOTES:
1) All plugs to be 4-1/2" deep X 2" diameter minimum.
2) Plugs are to be planted in a hole dug with a trowel, spade or planting bar such that the hole is of a minimum diameter and depth to accommodate the plug and its roots, without damage.
3) Plugs shall be spaced in a triangular layout approximately 24" on center.
4) Plugs shall be planted through erosion control blankets where appropriate.
5) Obtain plugs from a reputable nursery.
6) Water plugs upon completion of planting so that soil is moist but not saturated.
7) If planting is delayed more than six hours after delivery, store plugs in the shade, protect from weather and mechanical damage and keep them moist and cool. All plugs shall be planted within 24 hours after delivery.
WARRANTY:
1) All plant material (excluding ground cover, perennials and annuals) are to be warranted for a period of 12 months after complete installation of all landscape material at 100% of the installed price.
2) Any plant material found to be defective shall be removed and replaced within 30 days of notification or in growth season determined to be best for that plant.
3) Only one replacement per tree or shrub shall be required at the end of the warranty period, unless loss is due to failure to comply with the warranty.
4) Lawn establishment period will be in effect once the lawn has been mowed three times. Plant establishment period shall commence on the date of acceptance and 100% completion.
5) A written guarantee shall be provided to the owner per conditions outlined in #1 above.

PLANT SCHEDULE

Table with columns: TREE/SHRUB/ANNUAL/ROSE/GROUND COVER, QTY, COMMON NAME / BOTANICAL NAME. Includes items like Armstrong Red Maple, Autumn Gold Sycamore, Bald Cypress, Burgundy Belle Red Maple, Common Hackberry, Greenspire Littleleaf Linden, Hedge Maple, Sawtooth Oak, Silver Linden, Sun Valley Red Maple, Emerald Arborvitae, Green Giant, Hoops! Blue Spruce, Sweetbay Magnolia, Canada Red Chokecherry, Forest Pansy Redbud, Prairie Pink Flowering Dogwood, Reabud, Samaritan Kousa Dogwood, Alleghany, Arnold's Dwarf Forsythia, Autumn Royalty Azalea, Bailey's Red-twig Dogwood, Bloomerang Lilac, Blue Kazoo Spirea, Chicago Luster Arrowwood, China Boy/Girl Holly, Compact Burning Bush, Compact Youngstown Andorra Juniper, Coppertina Ninebark, Densa Inkberry, Densa Japanese Yew, Dwarf Fothergilla, Dwarf Globe Blue Spruce, Dwarf Korean Lilac, Endless Summer Hydrangea, Everlow Yew, Gold Mound Spirea, Golden Charm False Cypress, Green Gem Boxwood, Green Velvet Boxwood, Gro-Low Fragrant Sumac, Hetz Midget Arborvitae, Little Lime Hydrangea, Low Scape Mound Chokeberry, Little Henry Sweetpire, Mariesii Double File Viburnum, Mini Penny Hydrangea, Munchkin Oakleaf Hydrangea, Procumbens Juniper, Rose Creek Abella, Strawberry Sundae Hydrangea, Tardiva Hydrangea, Tightwad Crepe Myrtle, Tiny Wine Ninebark, Happy Returns Daylily, Dwarf Fountain Grass, Foerster's Reed Grass, Maiden Grass, Mixed Annuals, Variegated Japanese Sedge.



REVISIONS BY table with columns for revision number and initials.

Professional seal and title for R. Mardis, Landscape Architect, Missouri. Includes text: LANDSCAPE ARCHITECT MISSOURI, REGISTERED, LICENSE NO. 10727B, DATE: 10/27/18.

MASTER PLANTING PLAN FOR THE PROPOSED Villas & Cottages of St. Louis County FLOISSANT, MISSOURI

DRAWN BY: R. MARDIS, CHECKED BY: RMM/EL, DATE: 10-27-18, SCALE: N.A., JOB No.: 2018-160, SHEET: L-2 OF TWO SHEETS.

Prepared for: FLORISSANT SSL, LLC, 1696 Avondale Drive, Roseville, California 95747, 916/546-4089

## CITY OF FLORISSANT



### PUBLIC HEARING NOTICE

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

To issue an amendment to B-5 Ordinance No. 6836 as amended to allow for additions to the Siteman Cancer Center located at 1225 Graham Road. Citizens and parties of interest will have the opportunity to be heard at said public hearing. Anyone with special needs should contact the City Clerk at least 5 days before said public hearing by calling 839-7630 or TDD 839-5142.

**Karen Goodwin, MMC City Clerk.**

FLORISSANT PLANNING & ZONING COMMISSION APPLICATION



City Of Florissant – Public Works  
314-839-7648

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

Please Print or Type The Following Information

Property Address: 1225 Graham Road, Florissant, MO 63031

Property Owners Name: Christian Hospital Northeast-Northwest Phone #: (314) 653-5034  
(Mr. Rick Stevens - President of Christian Hospital)

Property Owners Address: 1225 Graham Road, Florissant, MO 63031

Business Owners Name: Christian Hospital Northeast-Northwest Phone #: (314) 653-5034

Business Owners Address: 1225 Graham Road, Florissant, MO 63031

DBA (Doing Business As) Siteman Cancer Center on Lot 2 of Christian Hospital Northwest P.B. 9111, pg. 2145-2148

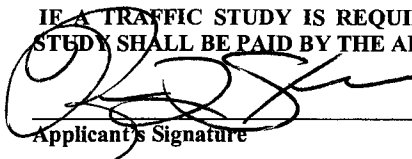
Authorized Agents Name: George Stock & Kate Stock Gitto CO. Name: Stock & Associates Consulting Engineers, Inc.  
(Authorized Agent to Appear Before The Commission)

Agents Address: 257 Chesterfield Business Parkway, Chesterfield, MO 63005 Phone #: (636) 530-9100

Request: to amend existing ordinance 7674 to allow for the construction of the Siteman Cancer Center expansion on the Christian Hospital Northwest campus.

State complete request (print or type only).

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

  
Applicant's Signature

OCT 16 2018  
Date

Received by: JR Receipt # 012137 Amount Paid: 300.00 Date: 10-19-18

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

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

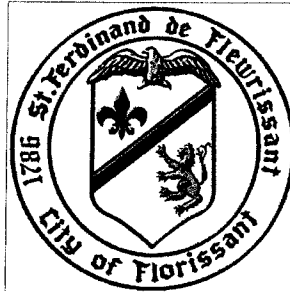
SIGNATURE OF STAFF WHO REVIEWED APPLICATION

COMMISSION ACTION TAKEN:

RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN

SIGN  DATE: 11-15-18

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



**PLANNING & ZONING ACTION:**

Address of Property:

1225 Graham Road, Florissant, MO 63031

**RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN**

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

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

SIGN. 

DATE: 11-5-18

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

PETITION TO AMEND B-5 ORDINANCE # 7674

Enter ordinance number or number requesting to amend.

1) Comes Now Christian Hospital Northeast-Northwest  
(Individual's name, corporation, partnership, etc.)  
Enter name of petitioner. If a corporation, state as such. If applicable include DBA (Doing Business As).

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

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

- A. The petitioner (s) hereby states that he (she) (they) is (are) submitting a description of the property for which the Permit is petitioned by giving bearings & distances (metes and bounds). Not required if description is identical to "B".
  - B. The petitioner (s) hereby states that he (she) (they) is (are) submitting a survey or plat of the property drawn to a scale of 100 feet or less to the inch, referenced to a point easily located on the ground as street intersection, centerline of creek having a generally known name, etc., showing dimensions, bearings and distances of the property, north arrow and scale.
  - C. Acreage to nearest tenth of an acre of the property for which rezoning is petitioned 18.1 Acres
2. The petitioner(s) hereby further state(s) that the property herein described in this petition is presently zoned in a B-5 District and is presently being used for the construction site of the new Siteman Cancer Center

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

3. The petitioner(s) hereby state(s) the following reasons to justify the amendment to the existing B-5 ordinance:  
We respectfully request to amend existing Ord. 7674 to allow for the construction of a the Siteman

Cancer Center expansion on the Christian Hospital Northwest Campus.

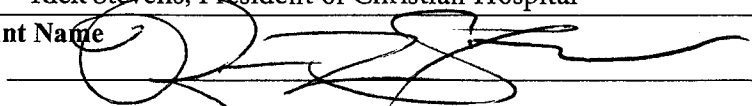
**List reason for the amendment request.**

4. The petitioner(s) further states(s) that they (he) (she) can comply with all of the requirements of the City of Florissant, including setback lines and off-street parking.

5. The petitioner(s) further state(s) that they (he) (she) further represent(s) and warrants that they (he) (she) has (have) not made any arrangement to pay any commission, gratuity or consideration, directly or indirectly, to any official employee or appointee of the City of Florissant, with respect to this application.

PRINT PETITIONER'S NAME Rick Stevens, President of Christian Hospital

**Print Name**

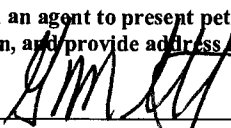
PETITIONER(S) SIGNATURE (S) 

FOR Christian Hospital Northeast-Northwest  
(company, corporation, partnership)

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

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

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

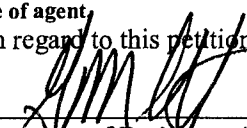
SIGNATURE  10/17/18

ADDRESS 257 Chesterfield Business Parkway Chesterfield MO 63005  
**STREET CITY STATE ZIP CODE**

TELEPHONE NUMBER (636) 530-9100

**BUSINESS**  
I (we) the petitioner (s) do hereby appoint George Stock (Stock & Associates Consulting Engineers, Inc.) as

my (our) duly authorized agent to represent me (us) in regard to this petition.

 10/17/18  
**Signature of Petitioner(s) or Authorized Agent**

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

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

1) Type of Operation: Individual:  Partnership:  Corporation:

(a) If an individual:

(1) Name and Address \_\_\_\_\_

(2) Telephone Number \_\_\_\_\_

(3) Business Address \_\_\_\_\_

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

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

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

(b) If a partnership:

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

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

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

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

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

(c) If a corporation:

(1) Names & addresses of all partners Christian Hospital Northeast-Northwest

(2) Telephone numbers (314) 653-5034

(3) Business address 1225 Graham Road, Florissant MO 63031

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

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

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

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

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

(9) If the property location is in a strip center, give dimensions of your space under square footage and do not give landscaping information.

Please fill in applicable information requested.

Name Siteman Cancer Center

Address 1225 Graham Road, Florissant MO 63031

Property Owner Christian Hospital Northeast-Northwest

Location of property 1225 Graham Road, Florssiant MO 63031

Dimensions of property approximately 715' x 1000'

Property is presently zoned B-5 per ordinance # 7674

Current & Proposed Use of Property Construction site of Siteman Cancer Center MOB

Type of Sign TBD Height 31' at the tallest point

Type of Construction VB Number Of Stories 1 story

Square Footage of Building Expansion + Building = Total Building  
1,586 s.f. + 36,232 s.f. = 37,818 s.f. Number of Curb Cuts 0, using existing curb cut

Number of Parking Spaces Existing + proposed = 579 Sidewalk Length 1070 feet

Landscaping: No. of Trees please see Landscape plans Diameter please see landscape plans

No. of Shrubs please see Landscape plans Size please see Landscape plans

Fence: Type N/A Length N/A Height N/A

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

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



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

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

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

A tract of land being the Consolidated Lot 1 of "Northwest Healthcare Subdivision" according to the plat thereof recorded in Plat Book 357, page 475 of the St. Louis County, Missouri Records and being part of Lot 100 of the St. Ferdinand Commons in Township 47 North, Range 6 East of the Fifth Principal Meridian, City of Florissant, St. Louis County, Missouri and being further described as follows:

Beginning at the Northeast corner of the Consolidated Lot 1 of "Northwest Healthcare Subdivision" according to the plat thereof recorded in Plat Book 357, Page 475 of the St. Louis County Records, said point being on the Western right-of-way line of Graham Road; thence along said Western right-of-way line South 00 degrees 23 minutes 21 seconds East, 972.87 feet to a point of curvature; thence along a curve to the left having a radius of 1959.86 feet an an arc length of 136.02 feet to the Southeast corner of said Consolidated Lot 1; thence leaving said right-of-way line along the Southern line of said Consolidated Lot 1 South 89 degrees 48 minutes 00 seconds West, 717.48 feet to the Southwest corner thereof; thence along the Western line of said Consolidated Lot 1 North 00 degrees 12 minutes 33 seconds West, 1108.40 feet to the Northwest corner thereof; thence along the Northern line of said Consolidated Lot 1 North 89 degrees 46 minutes 16 seconds East, 709.28 feet to the point of Beginning and containing 788,430 square feet or 18.10 acres more or less.

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

**Provide a drawing of a location map showing the nearest major intersection or include on plans.**

**STAFF CHECK LIST / REVIEW SHEET**

ADDRESS OF PROPERTY \_\_\_\_\_ CURRENT ZONING \_\_\_\_\_

PROPERTY OWNER OF RECORD \_\_\_\_\_ PHONE NO. \_\_\_\_\_

AUTHORIZED AGENT \_\_\_\_\_ PHONE NO. \_\_\_\_\_

PROPOSAL \_\_\_\_\_

1) a. Uses - Are uses stipulated Yes / No

b. What current District would this proposal be a permitted use: \_\_\_\_\_

c. Proposed uses for out lots: \_\_\_\_\_

2) Performance Standards:

a) Vibration: Is there any foreseen vibration problems at the property line? Yes / No

b) Noises: Will the operation or proposed equipment exceed 70 decibels? Yes / No

c) Odor is there any foreseen problem with odor? Yes / No

d) Smoke: Will the operation emit any smoke which could exceed a density described as No. 1 on the Ringleman Chart? Yes / No

e) Toxic gases: Is there any foreseen emission of toxic gases from the operation? Yes / No

f) Is there foreseen emission of dirt, dust, fly ash, and other forms of particle matter? Yes / No

g) Is there any dangerous amount of radiation produced from the operation? Yes / No

h) Is there any glare or heat which would be produced outside of an enclosure? Yes / No

I) Is screening of trash dumpsters, mechanical equipment, incinerators, etc, shown? Yes / No

j) Is buildings screened from adjoining residential? Yes / No

3) Are height of structures shown? Yes / No

4) Are all setbacks shown? Yes / No

5) Are building square footages shown? Yes / No

6) What is the exterior construction of the buildings? \_\_\_\_\_

7) Is off street loading shown? Yes / No

8) Parking:

a) Does parking shown meet the ordinance? Yes / No

b) Is a variance required in accordance with the ordinance? Yes / No

c) Ratio shown \_\_\_\_\_ to \_\_\_\_\_

d) Total Number \_\_\_\_\_

e) Will cross access and cross parking agreements be required? Yes / No

f) Is the parking lot adequately landscaped? Yes / No

9) Are there any signs? Yes / No

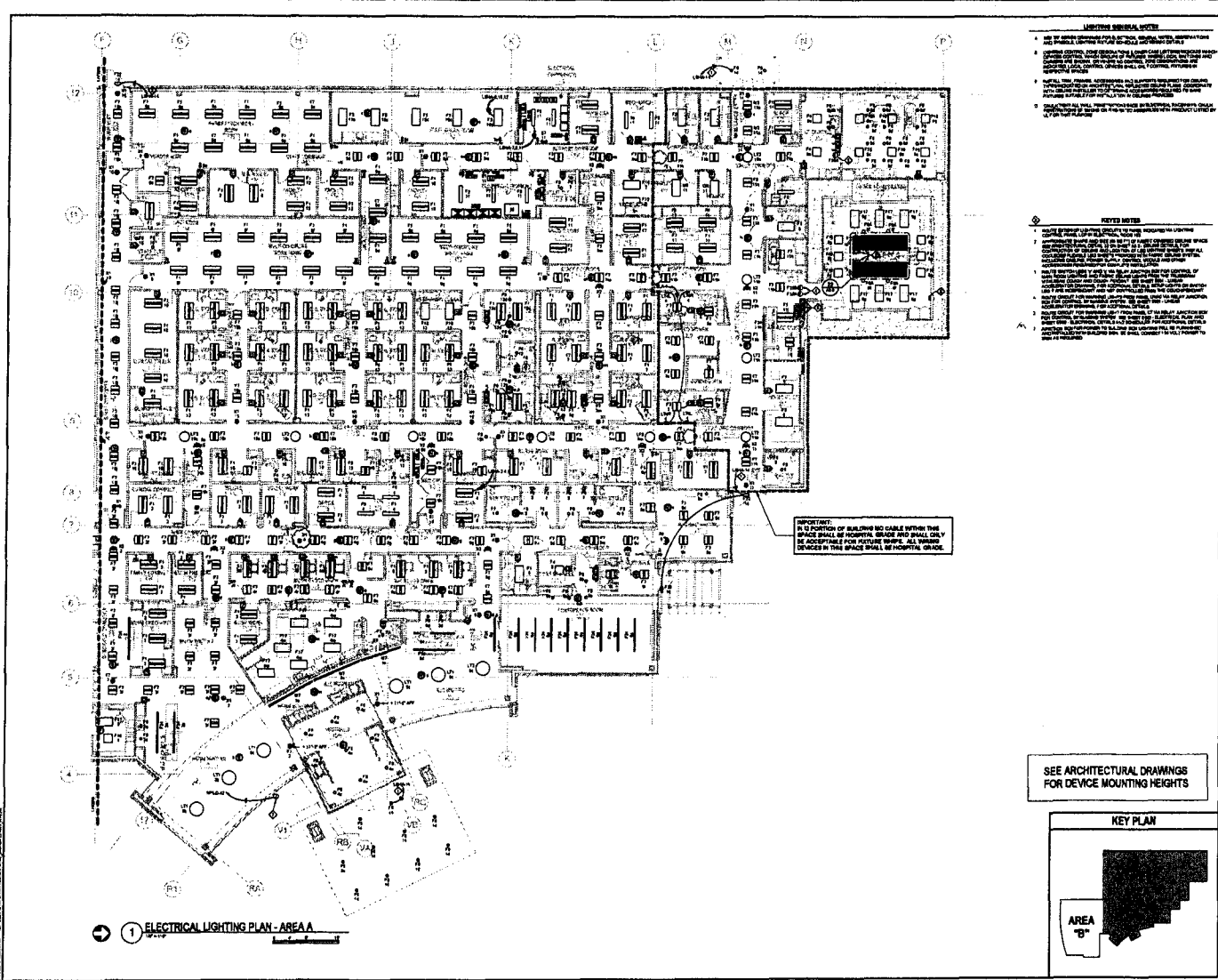
Number of signs shown \_\_\_\_\_

Type of Signs \_\_\_\_\_

Are sizes, heights, details, and setbacks shown? Yes / No

10) Are existing and proposed contours shown at not more than five (5) feet intervals? Yes / No

11) Is the approximate location of all isolated trees having a trunk diameter of six inches or all tree masses and proposed landscaping shown? Yes / No



- LEGEND GENERAL NOTES**
- 1. SEE PROJECT MANUAL SECTION 28.00, ELECTRICAL FOR INSTALLATION AND TESTING REQUIREMENTS.
  - 2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NATIONAL ELECTRICAL CODE (NEC) AND THE NATIONAL FIRE ALARM CODE (NFPA).
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  - 10. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NATIONAL ELECTRICAL CODE (NEC) AND THE NATIONAL FIRE ALARM CODE (NFPA).
- NOTES**
- 1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NATIONAL ELECTRICAL CODE (NEC) AND THE NATIONAL FIRE ALARM CODE (NFPA).
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  - 10. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NATIONAL ELECTRICAL CODE (NEC) AND THE NATIONAL FIRE ALARM CODE (NFPA).
- IMPORTANT:**  
IN EVERY PORTION OF BUILDING NO CABLE WITHIN THE SPACE SHALL BE HOSPITAL GRADE AND SHALL ONLY BE ACCEPTABLE FOR FUTURE BIDD. ALL WIRING DEVICES IN THIS SPACE SHALL BE HOSPITAL GRADE.
- SEE ARCHITECTURAL DRAWINGS FOR DEVICE MOUNTING HEIGHTS**
- KEY PLAN**
- AREA "A"

**Archibuzkos**  
architects | interior

145 West Chase Place  
Baltimore, MD 21202  
P: 410-550-7433 F: 410-550-7477  
www.archibuzkos.com

**Contractor**  
Siteman Cancer Center  
Baltimore, MD 21205

**Engineering, Inc.**  
PE/CB Corporation  
Design & Assistance  
DB/Design Liaison Architectural  
DB/Design Liaison Architectural  
10000 Green Valley Road  
Lynchburg, VA 24090

**SITEMAN CANCER CENTER AT NIMC**

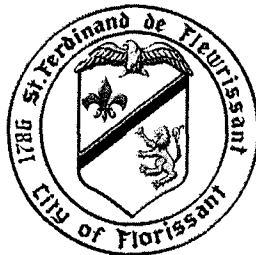
1000 Green Valley Road  
Lynchburg, VA 24090  
SAC Project No. 18C008  
THIS BID RELATES TO: - BIDD DOCUMENTS

**Christian hospital**  
EON HealthCare

DATE: 12/14/18  
18C008  
ELECTRICAL LIGHTING  
PLAN - AREA "A"  
E301A

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3

# MEMORANDUM



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## CITY OF FLORISSANT- Building Division

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

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To: Planning and Zoning Commissioners Date: October 30, 2018

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

17  
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Subject: Request Recommended Approval to amend Ord. no. 6836 as amended by ordinance no. 8392 to allow for Expansion of the Additions to 1225 Graham Road within an existing 'B-5' Zoning District.

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## STAFF REPORT CASE NUMBER PZ-110518-6

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### I. PROJECT DESCRIPTION:

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This is a request to Recommend Approval to amend Ord. no. 6836 as amended by ordinance no. 8392 to allow for expansion of the Additions to 1225 Graham Road within an existing 'B-5' Zoning District, the Siteman Cancer Center. The structure proposed to be added is onto the rear of the facility.

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### II. SITE CONDITIONS:

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The existing property at 1225 Graham Road is a consolidated existing site. This Commission voted to recommend approval of the Siteman Cancer Center a year ago.

There is an existing Medical Office building of 92,350 square feet with Emergency Room Services. There is an Emergency Room drive along the north side of the property with an existing 15' landscape buffer. The proposed structure is proposed 32,232 s.f. new building with future expansion of an additional 8270 s.f.

40 Staff has determined that the setbacks were met by the new structure and parking spaces.  
41 The Siteman Cancer Center as approved is approximately 111' from the West Property  
42 line and about 157 feet from the South property line and about 393 feet from the East  
43 property line.

44  
45 There are 579 required off street parking spaces. Parking is sized for occupancy of both  
46 the proposed building and the expansion proposed.

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49 **III. SURROUNDING PROPERTIES:**

50  
51 The property to the west is also bounded by a portion of a residential District in the City  
52 of Hazelwood. The property to the North is one house lot in an R-4 Single Family  
53 Dwelling District. There are two properties to the South, 1265 Graham Road which is a  
54 privately owned Medical Office in a B-3 District and a Starbucks restaurant at 1261  
55 Graham Road in a B-3 District.

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58 **IV. STAFF ANALYSIS:**

- 59  
60 1. The application is accompanied by professionally completed Civil, architectural  
61 plans Landscape and photometric drawings as follows:  
62 a. CO.10, CO.20 dated 10/15/18 by Stock & Associates  
63 b. A5.1 & A5.2 dated 10/18/18 by Archimages  
64 c. L1.10, L1.20 & L7.10 dated 10/19/18 by DG2  
65  
66 2. CO.10 Comments: This plan identifies the proposed Radiology/Oncology  
67 proposed expansion of facilities including size: 1586 s.f. proposed:  
68 a. Setback will be reduced to approximately 100 feet.  
69  
70 3. CO.20 Comments: This plan shows a site sections indicating grades and the  
71 structures do not exceed height limits of the zoning district. The expansion  
72 proposed is about 11'x91'  
73  
74 4. A5.1 & A5.2 Comments: The building is predominantly brick and curtainwall.  
75 Brick is either BR1 or BR2. There is a small amount of Cast Stone noted 'CS'  
76 located above openings in the brick at windows and doors, which is not 'masonry'  
77 as defined in 500.040".  
78  
79 5. L1.10 & L7.10 Comments: There appears to be adequate landscaping to meet  
80 code required minimums:  
81 a. Frontage plantings include conifers that form a barrier and perennial  
82 masses.(previously approved)  
83 b. All parking islands are planted. (previously approved)  
84 c. Large outdoor patio is well planted along the South property line.  
85 (previously approved)

- d. Greenspace is calculated at 49 percent.
- e. Parking lot trees: Landscape states 11 required areas, 58 trees provided.
- f. Building Plantings: 214 required, 245 provided adjacent to building.

**VI. STAFF RECOMMENDATIONS:**

The development proposed meets the requirements of the 'B-5' District for building and parking additions, with the minor exception of cast stone in the exterior walls at doors and windows. Staff recommends the Commission entertain a Recommendation for Approval of amending ordinance #7647 regarding this development. The Commission can add any other stipulations, suggested motion:

**I move to recommend approval to amend ordinance, no. 6836 as amended by ordinance no. 8392 as follows, to allow for expansion of the additions for the new Siteman Cancer Center at 1225 Graham Road, subject to the conditions set forth below with these conditions being part of the record:**

**1. Changes to ordinance no. 8392: Change Section 1 to read:**

- g. Section 1: Ordinance No. 6836 heretofore granted to Northwest Healthcare for a 'B-5' Planned Commercial District Development is hereby amended to allow for an additional building within the existing 'B-5' development in accordance with the plans attached hereto and made a part of hereof as if fully set out herein, subject to the attached plans labeled as CO.10, CO.20 dated 10/15/18 by Stock & Associates, CO.30 dated 10/6/17 by Stock & Associates, A5.1 & A5.2 dated 10/18/18 by Archimages, L1.10, L1.20 & L7.10 dated 10/19/18 by DG2 and color renderings.

**2. PROJECT COMPLETION.**

Construction shall start within 120 days of the issuance of building permits for the project and shall be developed in accordance of the approved final development plan within 18 months of start of construction.

(end report and suggested motion)

1 INTRODUCED BY COUNCILMAN SCHILDROTH  
2 MARCH 12, 2018

3  
4 SUBSTITUTE BILL NO. 9339

ORDINANCE NO. 8392

5  
6  
7 **ORDINANCE AUTHORIZING AN AMENDMENT TO B-5**  
8 **ORDINANCE NO. 6836 TO ALLOW FOR AN ADDITION OF THE**  
9 **SITEMAN CANCER CENTER AND PARKING IN AN EXISTING B-5**  
10 **ZONING DISTRICT LOCATED AT 1225 GRAHAM ROAD.**

11  
12 WHEREAS ordinance no. 6836 was adopted on March 10<sup>th</sup>, 2003 approving a B-5  
13 Planned Commercial Development for the property at 1225 Graham Road; and

14 WHEREAS, the Planning and Zoning Commission of the City of Florissant has  
15 recommended to the City Council at their meeting of November 20, 2017 that Ordinance No.  
16 6836 be amended to allow for the addition of a new building on the B-5 development located at  
17 1225 Graham Road; and

18 WHEREAS, Ordinance no. 6836 was amended by ordinance nos. 7647 & 7674 to allow  
19 for additions to the existing building; and

20 WHEREAS, due and lawful notice of public hearing no. 17-12-029 on said proposed  
21 change was duly published, held and concluded on 11<sup>th</sup> day of December, 2017 by the Council  
22 of the City of Florissant; and

23 WHEREAS, the Council, following said public hearing, and after due and careful  
24 deliberation, has concluded that the amendment of Ordinance No. 6836, as hereinafter set forth,  
25 to be in the best interest of the public health, safety and welfare of the City of Florissant; and

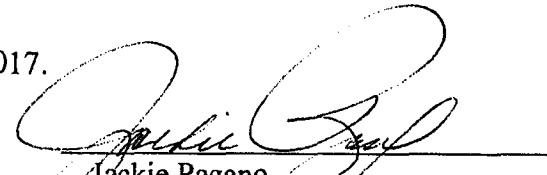
26  
27 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
28 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

29  
30 Section 1: Ordinance No. 6836 heretofore granted to Northwest Healthcare for a B-5  
31 Planned Commercial District Development is hereby amended to allow for an additional building  
32 within the existing B-5 development in accordance with the plans attached hereto and made a  
33 part hereof as if fully set out herein, subject to the attached plans label as: CO.10, CO.20 and  
34 CO.30 dated 10/6/17 by Stock & Associates, A501 & A502 dated 10/31/17, revised 12-6-17 by  
35 Archimages, L1.10, revised 2-22-18 and landscape rendering & L7.10 dated 10/31/17 by DG2,  
36 Color Renderings.

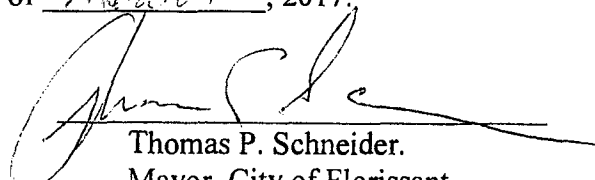
38            Section 2: Except as herein amended Ordinance No. 6836 shall remain in full force  
39 and effect.

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

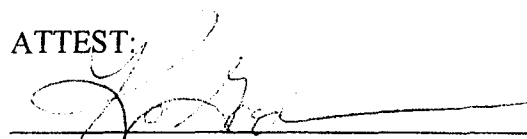
42            Adopted this 12<sup>th</sup> day of March, 2017.

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Jackie Pagano  
President of the Council

49            Approved this 14 day of March, 2017.

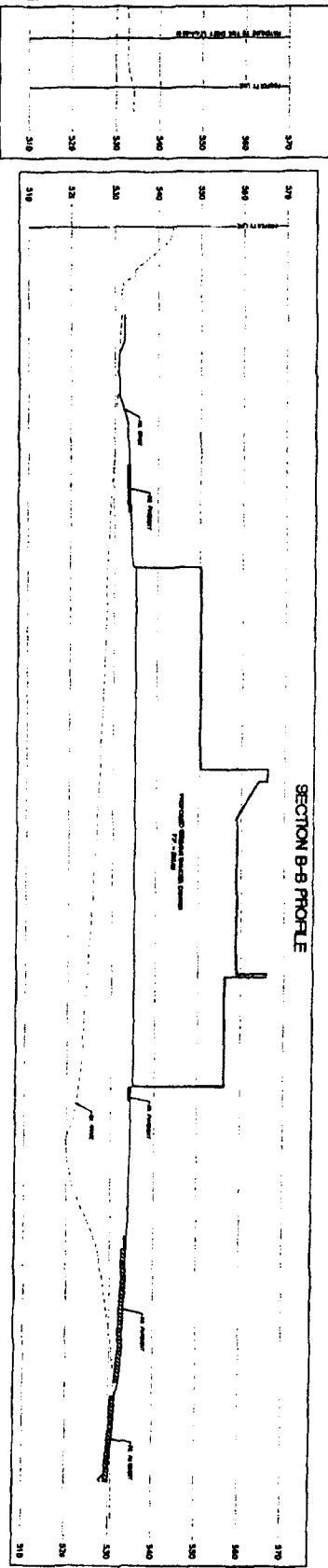
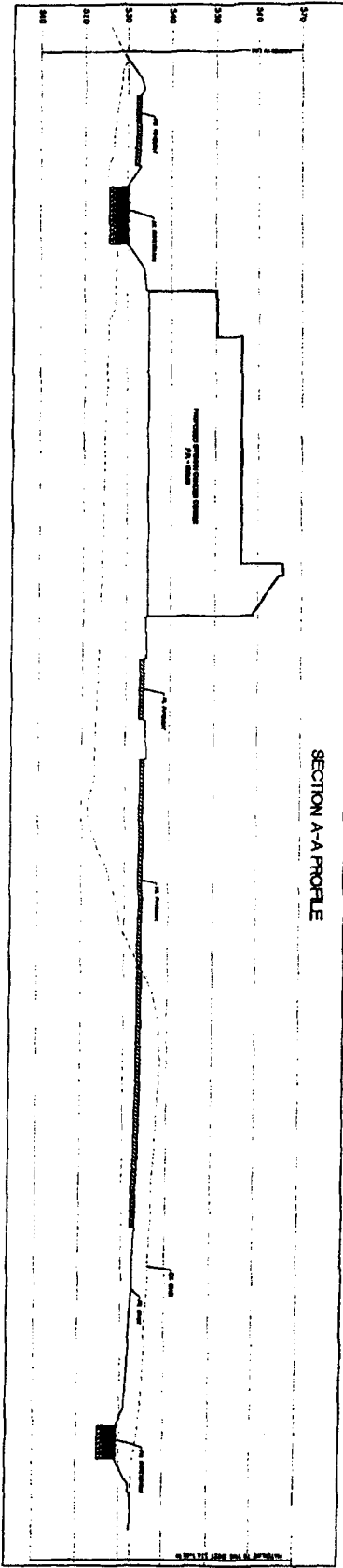
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Thomas P. Schneider.  
Mayor, City of Florissant

56            ATTEST:

57  
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59  
60  
  
Karen Goodwin, MMC, MRCC  
City Clerk







SITE SECTIONS  
 10/15/2008  
 10/15/2008

SECTION A-A PROFILE

SECTION B-B PROFILE

**SHRIMP & PARTNERS**  
 Consulting Engineers, Inc.  
 1225 Graham Road  
 Florissant, MO 63031  
 Phone: 636.335.1100  
 Fax: 636.335.1101  
 www.shrimp.com

Project No. 18C208  
 Title: Design Development / GMP  
 Date: 10/15/2008

**Siteman Cancer Center**  
**Christian Hospital Northwest**  
 1225 Graham Road  
 Florissant, MO 63031  
 SBC Project No. 18C208  
 Title: Design Development / GMP

**HCA HealthCare**

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMITS	10/15/2008
2	ISSUED FOR CONSTRUCTION	10/15/2008
3	ISSUED FOR RECORDS	10/15/2008
4	ISSUED FOR AS-BUILT	10/15/2008
5	ISSUED FOR FINAL REVIEW	10/15/2008
6	ISSUED FOR ARCHIVE	10/15/2008
7	ISSUED FOR CLOSURE	10/15/2008
8	ISSUED FOR DESTRUCTION	10/15/2008
9	ISSUED FOR REDEMPTION	10/15/2008
10	ISSUED FOR REDEMPTION	10/15/2008
11	ISSUED FOR REDEMPTION	10/15/2008
12	ISSUED FOR REDEMPTION	10/15/2008
13	ISSUED FOR REDEMPTION	10/15/2008
14	ISSUED FOR REDEMPTION	10/15/2008
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49	ISSUED FOR REDEMPTION	10/15/2008
50	ISSUED FOR REDEMPTION	10/15/2008

SITE SECTIONS  
 CO-20

**STOCK & JOHNSON**  
**Consulting Engineers, Inc.**  
 200 West 10th Street  
 Des Moines, IA 50319  
 Phone: 515-281-1111  
 Fax: 515-281-1112  
 Website: www.stockandjohnson.com

1200  
 State & Alexander Companies  
 1225 East 10th Street  
 Des Moines, IA 50319  
 515-281-1111  
 515-281-1112  
 www.stockandjohnson.com



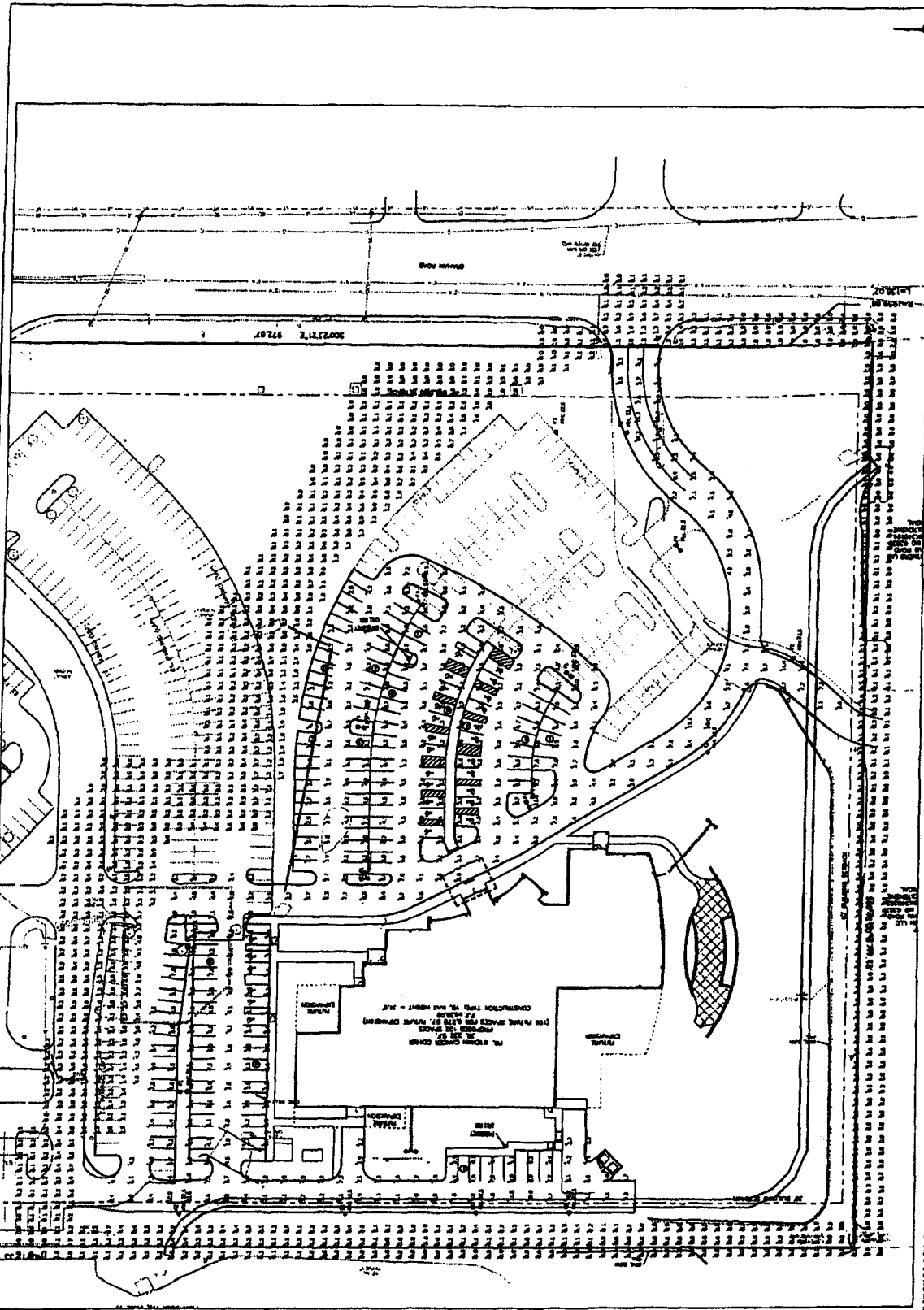
1200  
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 1225 East 10th Street  
 Des Moines, IA 50319  
 515-281-1111  
 515-281-1112  
 www.stockandjohnson.com

**Steman Cancer Center**  
**Christian Hospital Northwest**  
 1225 Graham Road  
 Fort Worth, MO 63001  
 SAC Project No. 180208  
 Title: Design Development / GMP

**BMC HealthCare**

SITE PHOTOMETRIC PLAN

C0.30

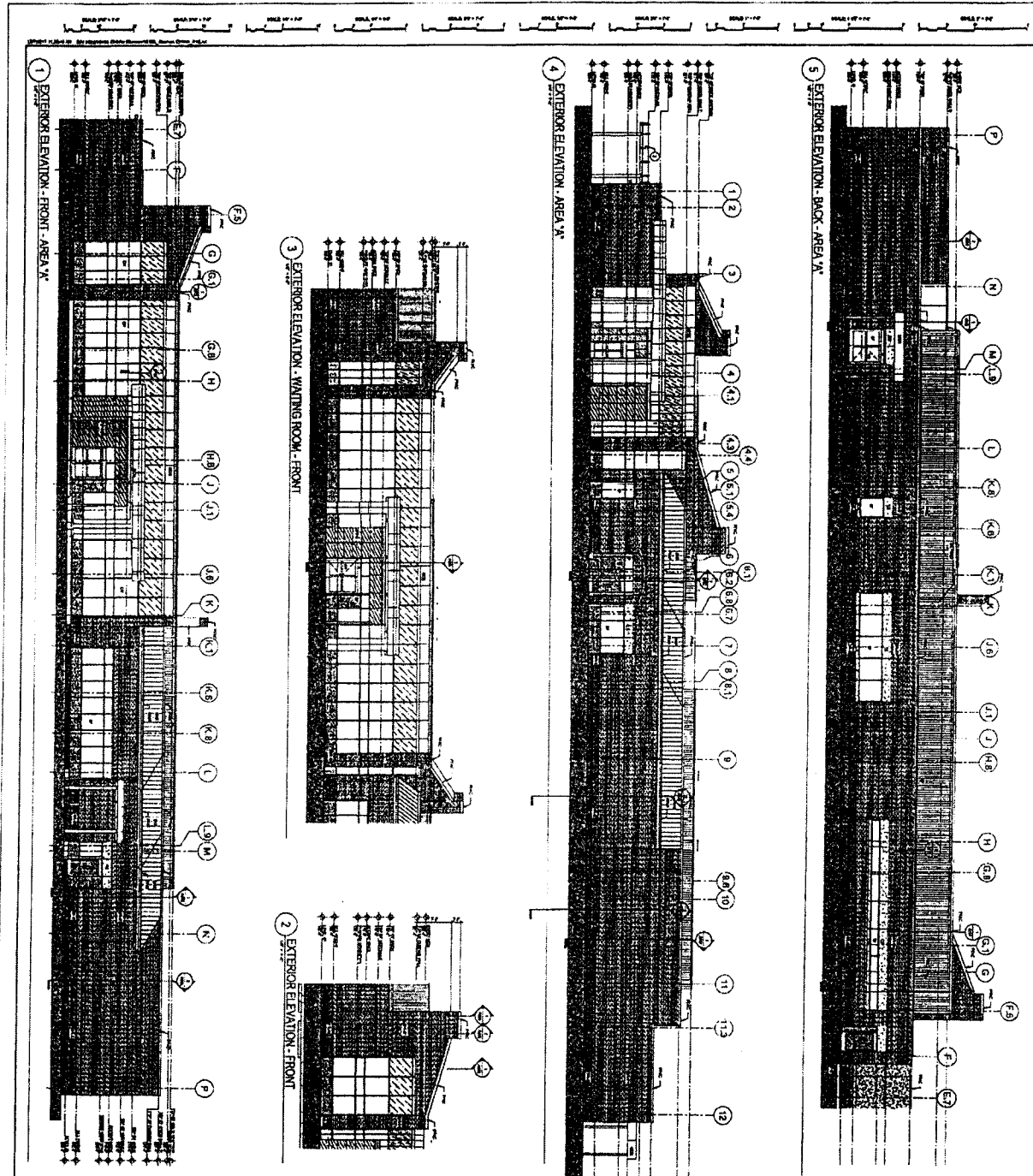


FIXTURES MOUNTED ON 30' POLES AT 12' HGT.  
 LIGHT LEVEL CALCULATED ON THE GROUND

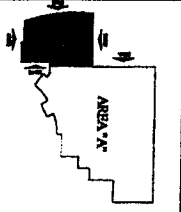
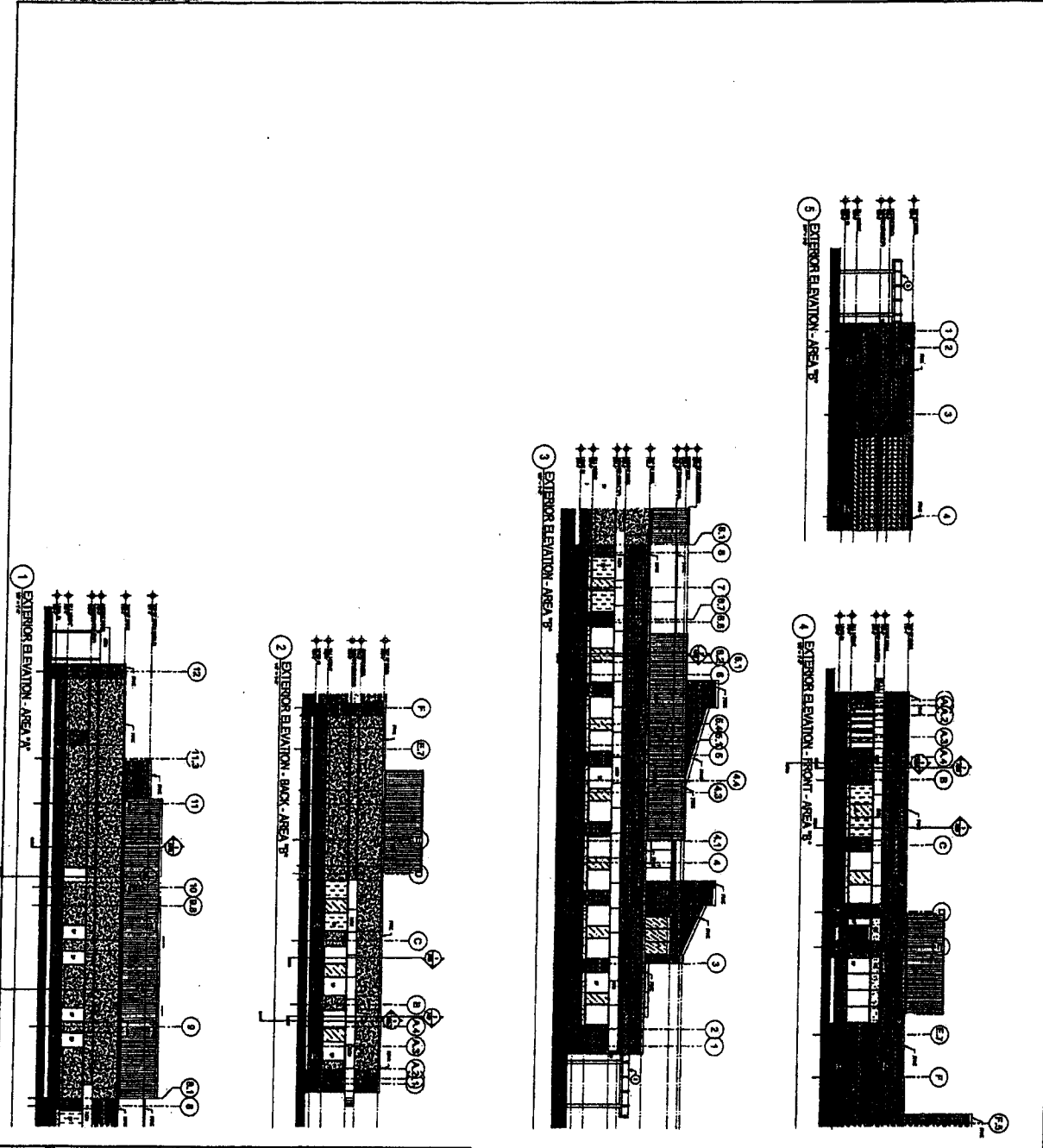
Calculation Summary	Area	Beam Angle	Footcandle	Area	Footcandle
Beam 1	100	120	100	100	100
Beam 2	200	150	200	200	200
Beam 3	300	180	300	300	300
<b>TOTAL</b>	<b>600</b>	<b>450</b>	<b>600</b>	<b>600</b>	<b>600</b>

Calculation Summary	Area	Beam Angle	Footcandle	Area	Footcandle
Beam 1	100	120	100	100	100
Beam 2	200	150	200	200	200
Beam 3	300	180	300	300	300
<b>TOTAL</b>	<b>600</b>	<b>450</b>	<b>600</b>	<b>600</b>	<b>600</b>





<p><b>KEY PLAN</b></p>	<p><b>EXTERIOR ELEVATION KEYED NOTES</b></p> <p>1. EXTERIOR MATERIALS</p> <p>2. EXTERIOR MATERIALS</p> <p>3. EXTERIOR MATERIALS</p> <p>4. EXTERIOR MATERIALS</p> <p>5. EXTERIOR MATERIALS</p> <p>6. EXTERIOR MATERIALS</p> <p>7. EXTERIOR MATERIALS</p> <p>8. EXTERIOR MATERIALS</p> <p>9. EXTERIOR MATERIALS</p> <p>10. EXTERIOR MATERIALS</p> <p>11. EXTERIOR MATERIALS</p> <p>12. EXTERIOR MATERIALS</p> <p>13. EXTERIOR MATERIALS</p> <p>14. EXTERIOR MATERIALS</p> <p>15. EXTERIOR MATERIALS</p> <p>16. EXTERIOR MATERIALS</p> <p>17. EXTERIOR MATERIALS</p> <p>18. EXTERIOR MATERIALS</p> <p>19. EXTERIOR MATERIALS</p> <p>20. EXTERIOR MATERIALS</p> <p>21. EXTERIOR MATERIALS</p> <p>22. EXTERIOR MATERIALS</p> <p>23. EXTERIOR MATERIALS</p> <p>24. EXTERIOR MATERIALS</p> <p>25. EXTERIOR MATERIALS</p> <p>26. EXTERIOR MATERIALS</p> <p>27. EXTERIOR MATERIALS</p> <p>28. EXTERIOR MATERIALS</p> <p>29. EXTERIOR MATERIALS</p> <p>30. EXTERIOR MATERIALS</p> <p>31. EXTERIOR MATERIALS</p> <p>32. 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<p><b>Siteman Cancer Center</b>  <b>Christian Hospital Northwest Campus</b>          1225 Graham Road          Florissant, MO 63023</p> <p>B/C Project No. 18C008          Title: 10% CONSTRUCTION DOCUMENTS SET</p> <p>Archimagics          1500 N. Central Expressway          Suite 1000          St. Louis, MO 63103          Tel: 314.644.4477          Fax: 314.644.4478          www.archimagics.com</p> <p>NOT FOR CONSTRUCTION</p> <p>AS01</p>		



**EXTERIOR ELEVATION**  
**NOTED NOTES**

1. SEE THE EXTERIOR MATERIALS LEGEND FOR THE FINISHES TO BE USED ON THE EXTERIOR SURFACES.

2. SEE THE EXTERIOR MATERIALS LEGEND FOR THE FINISHES TO BE USED ON THE EXTERIOR SURFACES.

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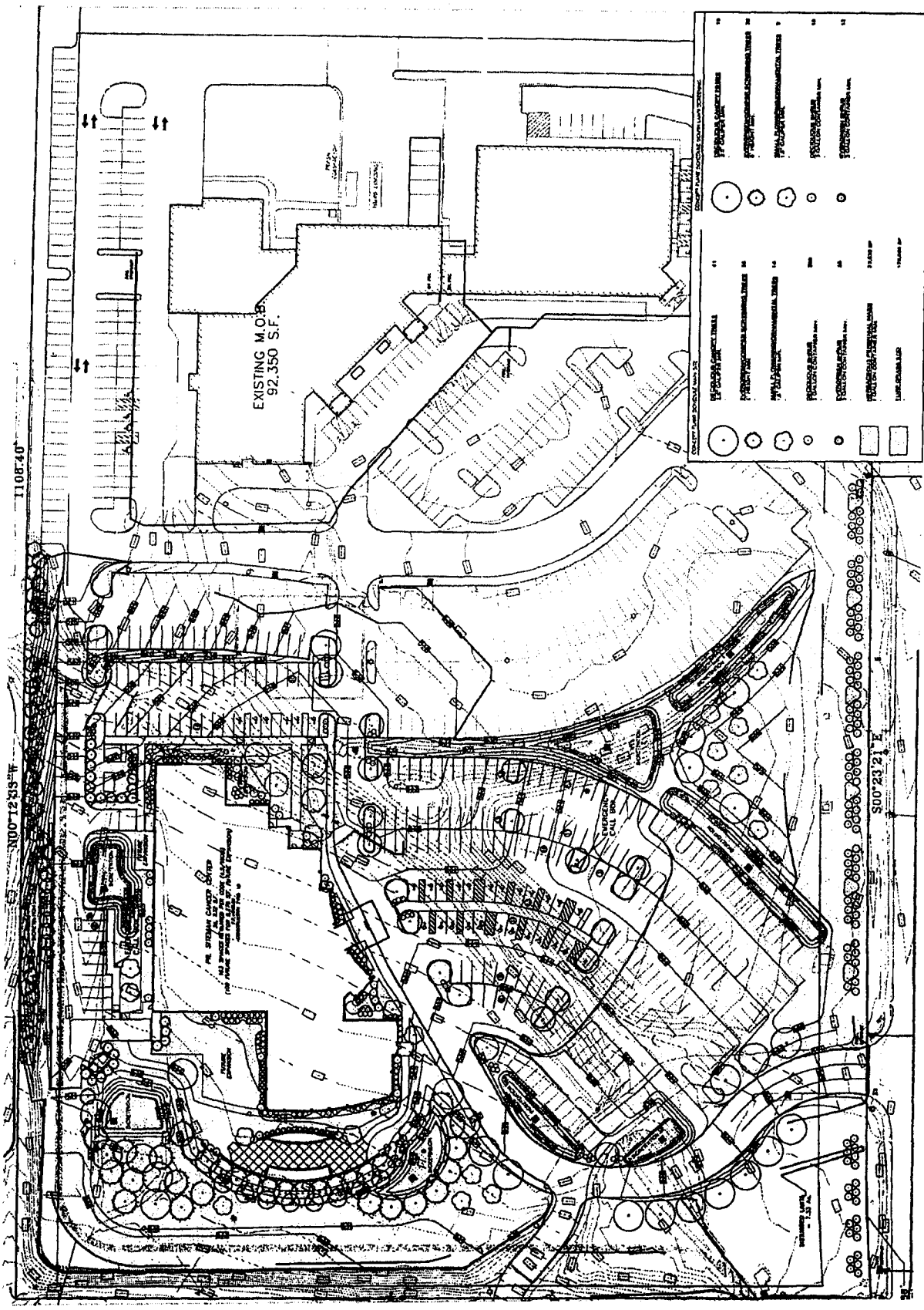
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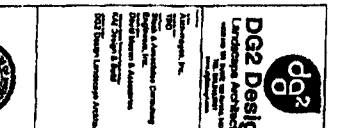
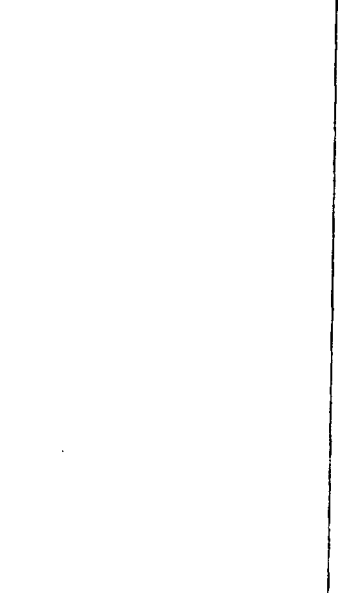
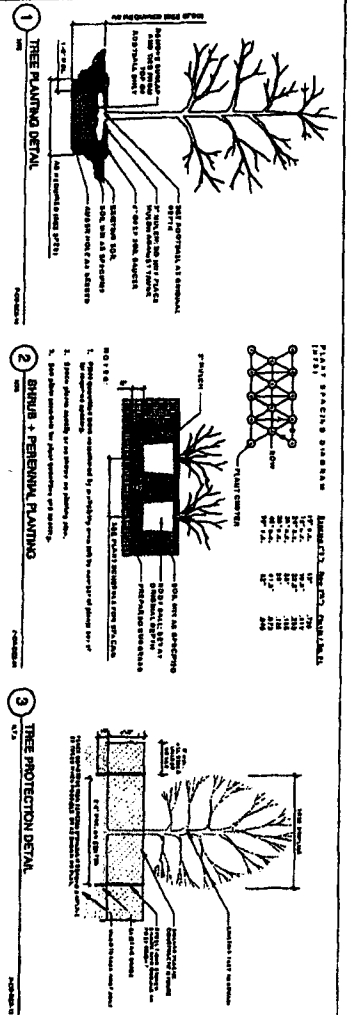
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<p><b>HealthCare</b></p> <p>Siteman Cancer Center          Christian Hospital Northwest Campus          1285 Graham Road          Pikesville, MD 21081</p> <p>BAC Project No. 18C006          Title: 10% CONSTRUCTION DOCUMENTS SET</p>	<p><b>ArchImage</b></p> <p>1285 Graham Road          Pikesville, MD 21081          410-426-1000          www.archimage.com</p>	<p><b>NOT FOR CONSTRUCTION</b></p>	<p>DATE: 08/14/2018</p> <p>TIME: 10:00 AM</p> <p>PROJECT: SITEMAN CANCER CENTER</p> <p>DESIGNER: ARCHIMAGE</p> <p>DRAWN BY: [Name]</p> <p>CHECKED BY: [Name]</p> <p>SCALE: AS SHOWN</p>
			<p>AREA VC</p> <p>EXTERIOR ELEVATION</p> <p>AS02</p>





CONCRETE TREE PROTECTION WALL	CONCRETE TREE PROTECTION CURB
1. 18" MIN. TREE PROTECTION WALL	1. 18" MIN. TREE PROTECTION CURB
2. 18" MIN. TREE PROTECTION WALL	2. 18" MIN. TREE PROTECTION CURB
3. 18" MIN. TREE PROTECTION WALL	3. 18" MIN. TREE PROTECTION CURB
4. 18" MIN. TREE PROTECTION WALL	4. 18" MIN. TREE PROTECTION CURB
5. 18" MIN. TREE PROTECTION WALL	5. 18" MIN. TREE PROTECTION CURB
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19. 18" MIN. TREE PROTECTION WALL	19. 18" MIN. TREE PROTECTION CURB
20. 18" MIN. TREE PROTECTION WALL	20. 18" MIN. TREE PROTECTION CURB

**GREEN OPEN SPACE CALCULATIONS**

Per City of Fribourg, MO Code - Section 005.245

GROSS AREA	GREEN SPACE REQUIRED	GREEN SPACE PROVIDED
12,277 SQ. FT.	20%	48.5%
641,183 SQ. FT.	(108,238 SQ. FT.)	(268,198 SQ. FT.)

**TREE CALCULATIONS**

Per City of Fribourg, MO Code - Section 005.245

PARKING SPACES	2.27 TREES REQUIRED	2.27 TREES PROVIDED
113	(183 / 16 = 10.8)	90 (60 PROVIDED TO PARKING)
	11	

**BUILDING PLANTINGS CALCULATIONS**

Per City of Fribourg, MO Code - Section 005.245

LINEAL FEET OF PLANT MATERIAL EXTENSION WALLS	PLANT MATERIAL REQUIRED	PLANT MATERIAL PROVIDED
1,008	(1,008 / 5 = 202.2)	1,108 (ADJACENT TO BUILDING)
	208	

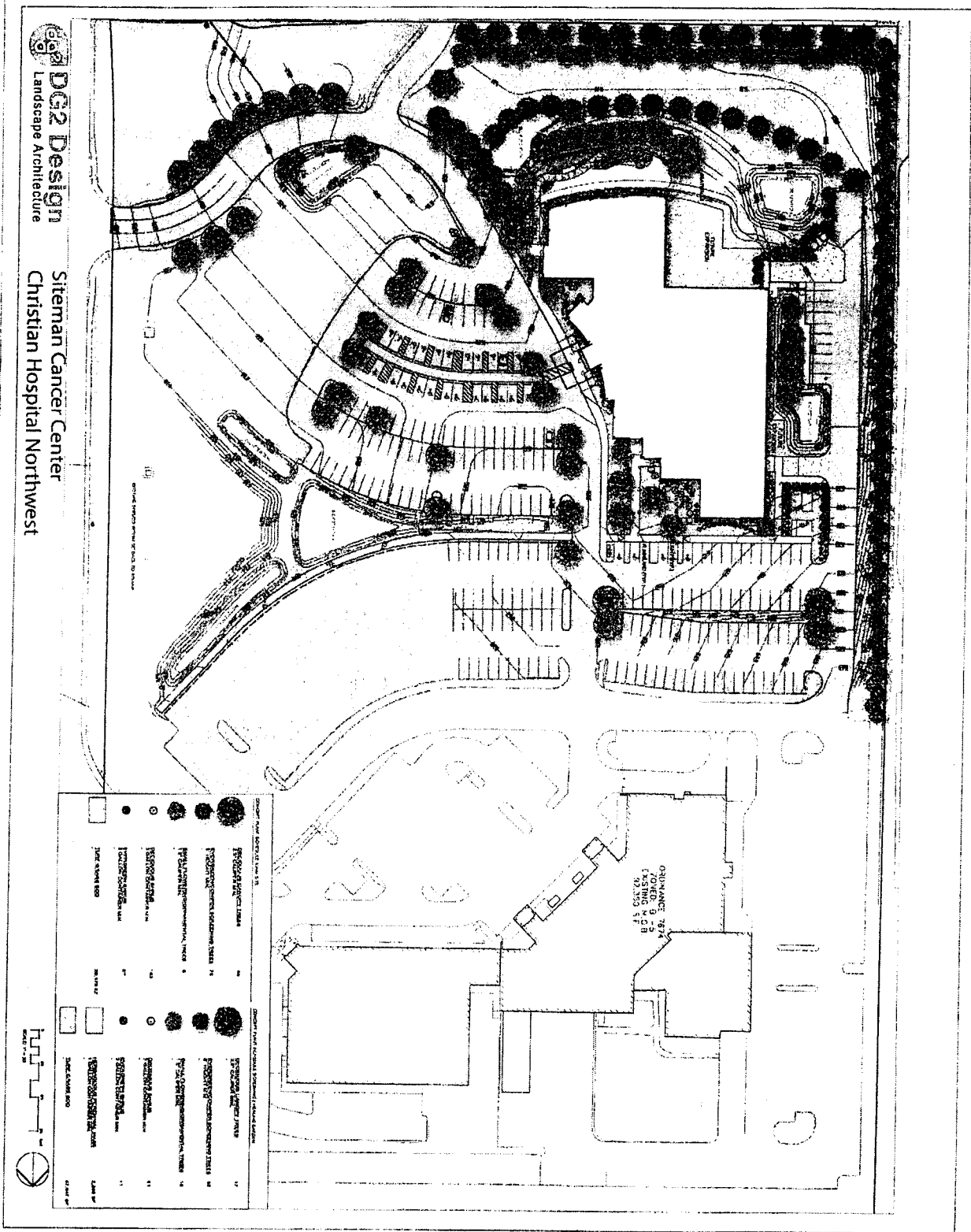
**dg2 Design**  
Landscape Architecture  
1225 Grisham Road  
Fribourg, MO 65031  
Tel: 636.339.1100  
Fax: 636.339.1101  
www.dg2design.com

**Siteman Cancer Center**  
Christian Hospital Northwest  
1225 Grisham Road  
Fribourg, MO 65031  
SJC Project No. 19C006  
Title: Design Development / GMP

**HealthCare**

**PRELIMINARY LANDSCAPE DETAILS & SCHEDULES**

L7.10





- 40 1. Change the siding/cladding materials on the existing towers to EIFS.  
41 2. Color Changes to gray/red versus previous color scheme that went with  
42 siding/cladding.

43  
44 Attached Rendering shows a picture of the overall facility and color scheme.  
45 All structure proposed is mansard replacement and 3 main towers.  
46 Construction proposed is **EIFS instead of synthetic siding on columns and on tower**  
47 **structures**, EIFS in gray and red color for the signage area, backlit polymer sign areas to  
48 create a uniform glow, lit on the perimeter of the transparent sign wall with LED lighting.  
49 EIFS was removed under the roof level in tower areas in the original proposal and stone  
50 was used in this area.

51  
52 **VI. STAFF RECOMENDATIONS:**

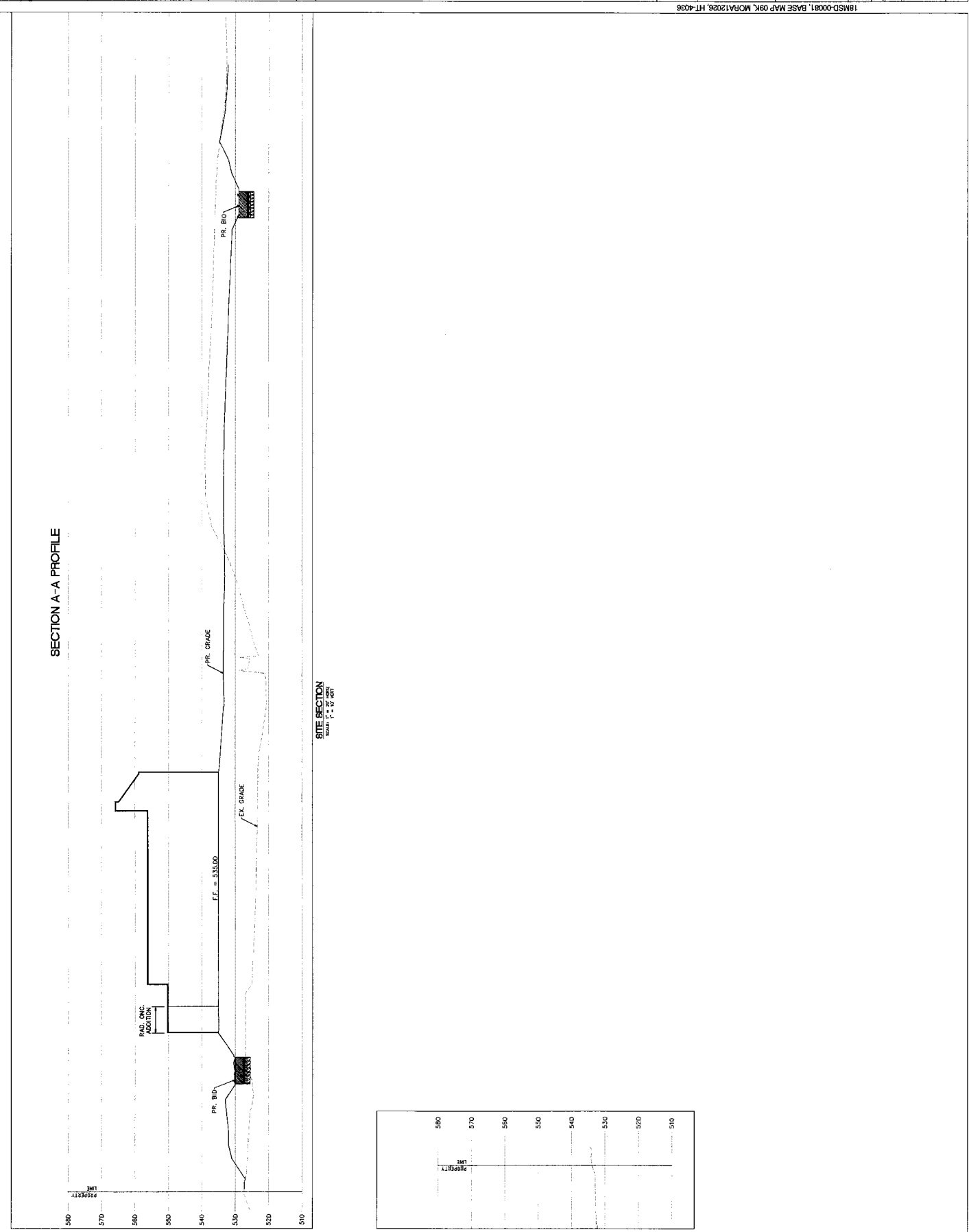
53  
54 **Suggested Motion**

55 I move to recommend approval of improvements of **428 Howdershell** in a 'B-3'  
56 Extensive Business District subject to the conditions set forth below with these  
57 conditions being part of the record:

- 58  
59 1. **Plans for permits will be consistent with Rendiering dated 10/22/18,**  
60 **attached.**  
61  
62  
63 2. **PROJECT COMPLETION.**  
64 Construction shall start within 90 days of the issuance of building permits for  
65 the project and shall be developed in accordance of the approved final  
66 construction plans within 6 months of start of construction.

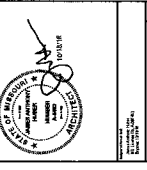
67  
68  
69 (End of report and suggested motion)  
70





**Archimages**  
 151 West Chester Pike  
 Suite 101A, MD 21122  
 (410) 326-9300  
 www.archimages.com  
 National Architectural Contractors  
 Architects in Charge

**Architects:**  
 Archimages, Inc.  
 Terrien Corporation  
 Strick & Associates  
 DDT Design Landscape Architecture  
 Powell Johnson & Associates  
 GUY DAVIS LLP



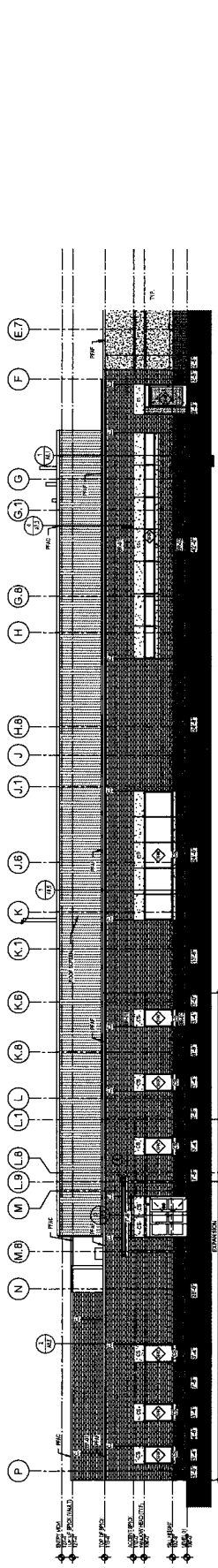
**Christian hospital**  
 1255 Graham Road  
 Florissant, MO 63031  
 B/C Project No. 16C006  
 THE CONSOLIDATED SET

**SITEMAN CANCER CENTER AT NWHC**

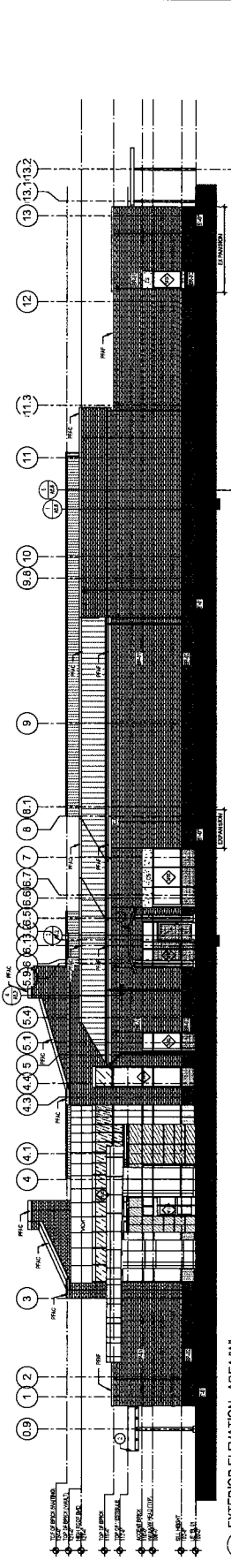
**16C006**  
 EXTERIOR ELEVATIONS

DATE: 03/03/18  
 DRAWN: JMM  
 CHECKED: JMM  
 PROJECT NO.: 16C006

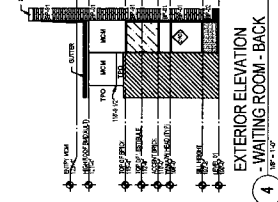
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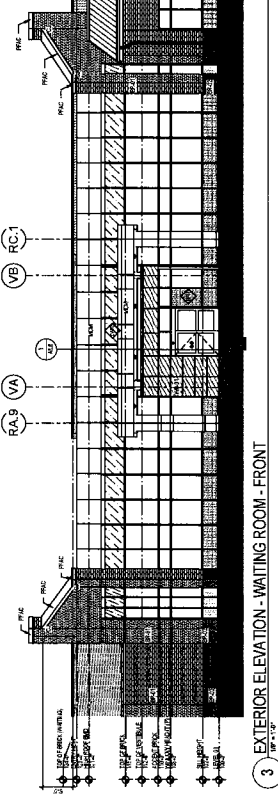
6 EXTERIOR ELEVATION - BACK - AREA "A"  
 1/8" = 1'-0"



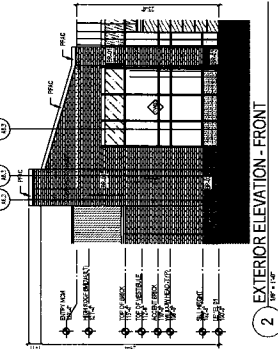
5 EXTERIOR ELEVATION - AREA "A"  
 1/8" = 1'-0"



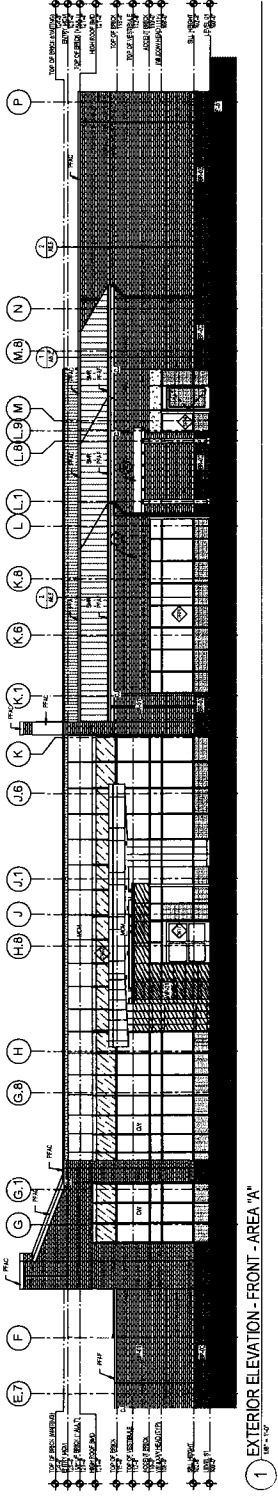
4 EXTERIOR ELEVATION - WAITING ROOM - BACK  
 1/8" = 1'-0"



3 EXTERIOR ELEVATION - WAITING ROOM - FRONT  
 1/8" = 1'-0"



2 EXTERIOR ELEVATION - FRONT  
 1/8" = 1'-0"



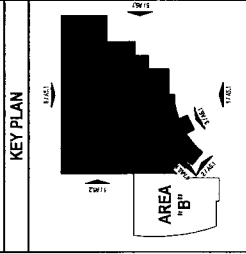
1 EXTERIOR ELEVATION - FRONT - AREA "A"  
 1/8" = 1'-0"

**EXTERIOR ELEVATION KEYED NOTES**

MARK	DESCRIPTION
0	ANTHRAPE GRANITE INFILL PAINT
1	SEE NOTES CONCERNING EXTERIOR WALL CONSTRUCTION. SEE A1 FOR DETAILS. SEE ONLY THE PORTION OF THIS SET THAT APPLIES TO THIS PORTION OF THE PROJECT.
2	CONCRETE CURB WITH METAL CLIP ON TOP
3	CONCRETE CURB WITH METAL CLIP ON TOP

**EXTERIOR MATERIALS LEGEND**

W-1	ALUMINUM CLAD CURB WITH METAL CLIP ON TOP
W-2	ALUMINUM CLAD CURB WITH METAL CLIP ON TOP
W-3	ALUMINUM CLAD CURB WITH METAL CLIP ON TOP
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W-95	ALUMINUM CLAD CURB WITH METAL CLIP ON TOP
W-96	ALUMINUM CLAD CURB WITH METAL CLIP ON TOP
W-97	ALUMINUM CLAD CURB WITH METAL CLIP ON TOP
W-98	ALUMINUM CLAD CURB WITH METAL CLIP ON TOP
W-99	ALUMINUM CLAD CURB WITH METAL CLIP ON TOP
W-100	ALUMINUM CLAD CURB WITH METAL CLIP ON TOP





- GENERAL NOTES**
1. ALL SITE PLAN BY STOCK ASSOCIATES RECEIVED 02/18/18.
  2. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS PRIOR TO ANY CONSTRUCTION.
  3. LOCATIONS OF STRUCTURES AND UTILITIES ARE APPROXIMATE AND SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY.
  4. THE CONTRACTOR IS RESPONSIBLE FOR THE LOCATION AND PROTECTION OF ALL UNDERGROUND UTILITIES DURING THE LANDSCAPE INSTALLATION.
  5. REPAIR ANY DISCREPANCIES FOUND WITH REGARD TO EXISTING CONDITIONS OR PROPOSED DESIGN IMMEDIATELY TO AVOID DELAYS.
  6. CONSIDER ANY DISCREPANCIES FOUND WITH REGARD TO EXISTING CONDITIONS OR PROPOSED DESIGN IMMEDIATELY TO AVOID DELAYS.
  7. EXIST. THE CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ALL NECESSARY REVISIONS DUE TO FAILURE TO EXIST.
  8. THE CONTRACTOR SHALL AVOID DRIVING EQUIPMENT, TRUCKS, ETC. WITHIN THE DRIPLINE OF THE EXISTING TREES TO REMAIN.

**GREEN OPEN SPACE CALCULATIONS**  
 Per City of Florissant, MO Code - Section 405.245

GROSS AREA	GREEN SPACE REQUIRED	GREEN SPACE PROVIDED
12.47 ACRES (543,193 SQ. FT.)	20% (108,639 SQ. FT.)	48% (264,614 SQ. FT.)

**TREE CALCULATIONS**  
 Per City of Florissant, MO Code - Section 405.245

PARKING SPACES	2.5" TREES REQUIRED	2.5" TREES PROVIDED
152	(182 / 15 = 10.13)	58*
68 EVERGREEN TREES @ 10' D.C.	11	SPACING PROVIDED ALONG WESTERN PROPERTY LINE

\*ADDITIONAL 2.5" TREES PROVIDED TO MEET REQUIREMENTS FOR INTERIOR STREETS, DR AS A PLANTING UNIT FOR BUILDING PLANTING REQUIREMENTS

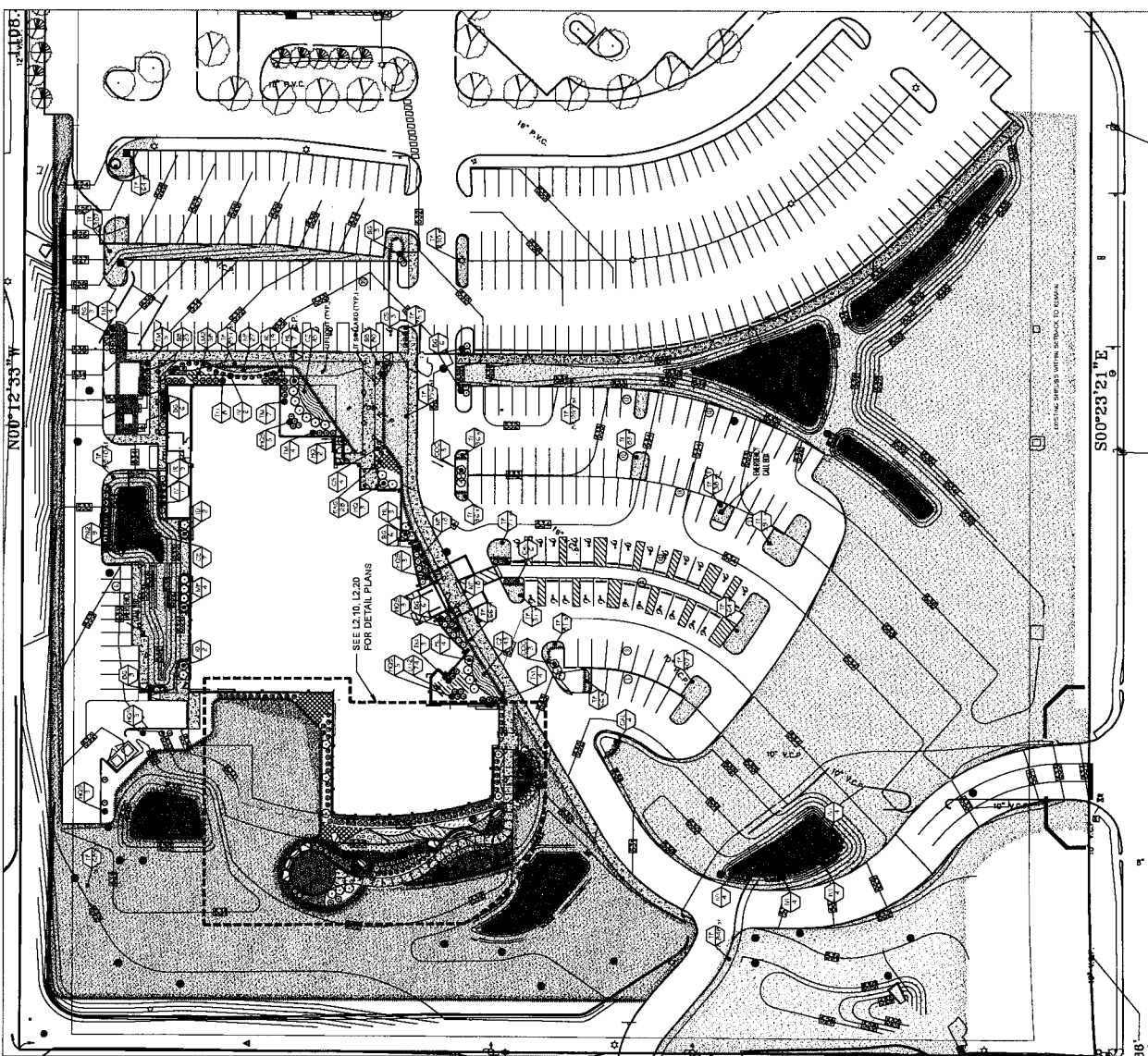
**BUILDING PLANTINGS CALCULATIONS**  
 Per City of Florissant, MO Code - Section 405.245

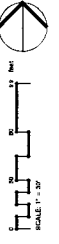
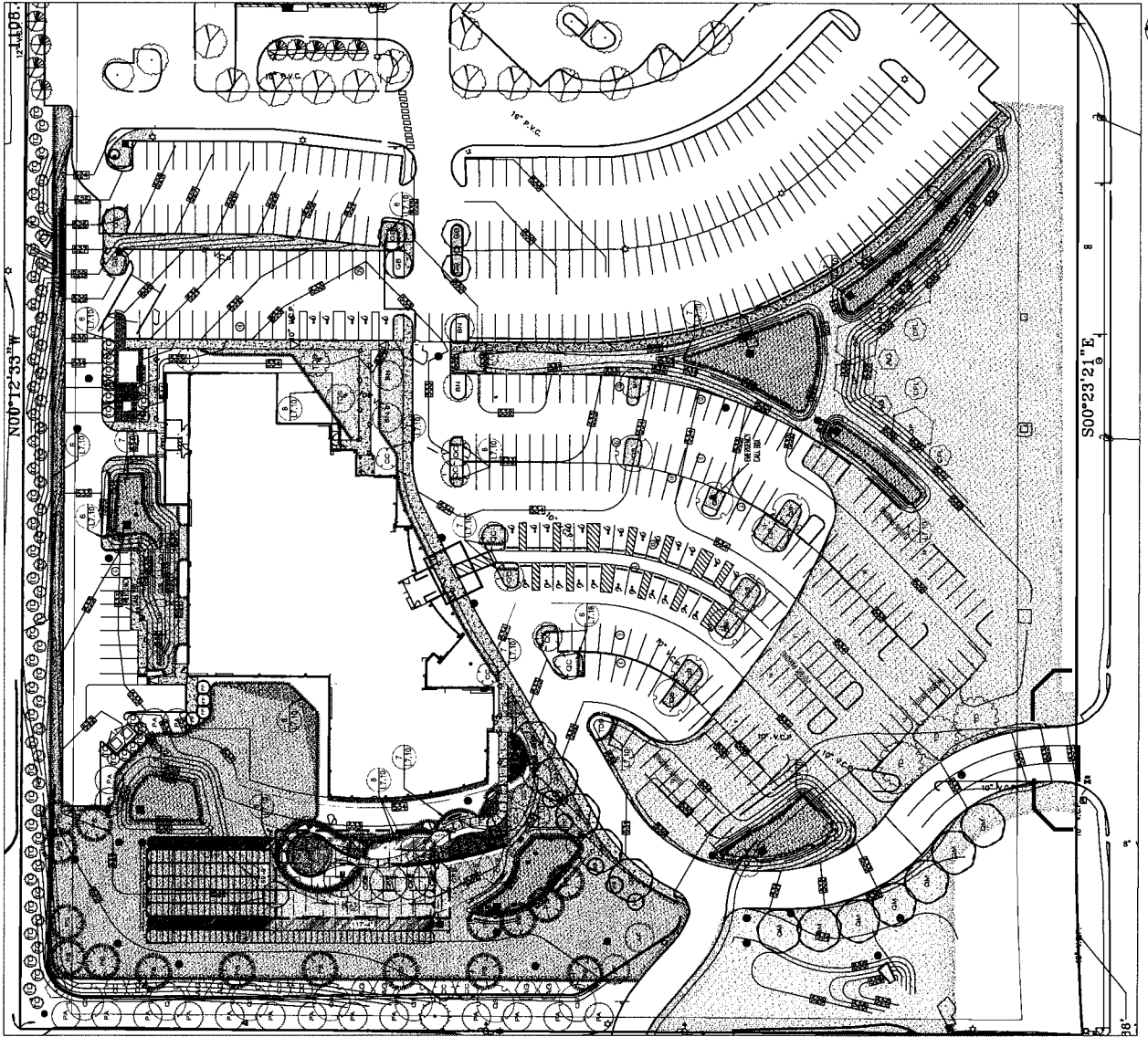
LINEAL FEET OF EXTERIOR WALLS	PLANT MATERIAL REQUIRED	PLANT MATERIAL PROVIDED
1,067	(1,067 / 5 = 213.4)	245* (ADJACENT TO BUILDING)
	214	

\*THIS FIGURE DOES NOT INCLUDE EXTRA PLANTING ASSOCIATED WITH THE HEALING GARDEN AREA.

**GENERAL NOTES**

1. SEE L1.07 FOR PLANT SCHEDULES
2. SEE SHEET 18.10 FOR MORE DETAILED PLANTING PLANS, DETAILS, & SCHEDULES.





**GREEN OPEN SPACE CALCULATIONS**  
 Per City of Florissant, MO Code - Section 405.245

GROSS AREA	GREEN SPACE REQUIRED	GREEN SPACE PROVIDED	PERCENTAGE PROVIDED
12.47 ACRES (645,193 SQ. FT.)	20% (108,639 SQ. FT.)	48% (264,614 SQ. FT.)	

**TREE CALCULATIONS**  
 Per City of Florissant, MO Code - Section 405.245

PARKING SPACES	2.5\"/>	
152	192 / 15 = 10.13	58*
86 EVERGREEN TREES @ 17' O.C. SPACING PROVIDED ALONG WESTERN PROPERTY LINE		

\*ADDITIONAL 28 TREES PROVIDED TO MEET REQUIREMENTS FOR INTERIOR STREETS, OR AS A PLANTING UNIT FOR BUILDING PLANTING REQUIREMENTS

**BUILDING PLANTINGS CALCULATIONS**  
 Per City of Florissant, MO Code - Section 405.245

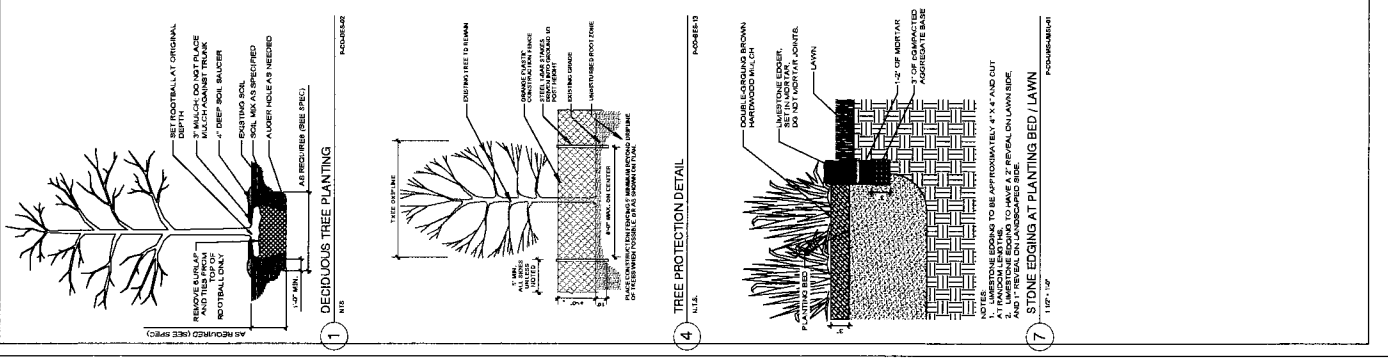
LINEAL FEET OF EXTERIOR WALLS	PLANT MATERIAL REQUIRED	PLANT MATERIAL PROVIDED
1,067	(1,067 / 5 = 213.4)	246* (ADJACENT TO BUILDING)
214		

\*\*THIS FIGURE DOES NOT INCLUDE EXTRA PLANTING ASSOCIATED WITH THE HEALING GARDEN AREA.

CODE	SYMBOL	DESCRIPTION	QTY
1	1" x 4" x 6" ASPHALT	1" x 4" x 6" ASPHALT	177
2	2" x 4" x 8" ASPHALT	2" x 4" x 8" ASPHALT	27
3	4" x 8" x 16" ASPHALT	4" x 8" x 16" ASPHALT	106
4	8" x 16" x 32" ASPHALT	8" x 16" x 32" ASPHALT	84
5	16" x 32" x 64" ASPHALT	16" x 32" x 64" ASPHALT	88
6	32" x 64" x 128" ASPHALT	32" x 64" x 128" ASPHALT	76
7	64" x 128" x 256" ASPHALT	64" x 128" x 256" ASPHALT	37
8	128" x 256" x 512" ASPHALT	128" x 256" x 512" ASPHALT	50
9	256" x 512" x 1024" ASPHALT	256" x 512" x 1024" ASPHALT	13
10	1" x 4" x 6" ASPHALT	1" x 4" x 6" ASPHALT	177
11	2" x 4" x 8" ASPHALT	2" x 4" x 8" ASPHALT	27
12	4" x 8" x 16" ASPHALT	4" x 8" x 16" ASPHALT	106
13	8" x 16" x 32" ASPHALT	8" x 16" x 32" ASPHALT	84
14	16" x 32" x 64" ASPHALT	16" x 32" x 64" ASPHALT	88
15	32" x 64" x 128" ASPHALT	32" x 64" x 128" ASPHALT	76
16	64" x 128" x 256" ASPHALT	64" x 128" x 256" ASPHALT	37
17	128" x 256" x 512" ASPHALT	128" x 256" x 512" ASPHALT	50
18	256" x 512" x 1024" ASPHALT	256" x 512" x 1024" ASPHALT	13

**PLANT SCHEDULE**

- | CODE | SYMBOL                      | DESCRIPTION                 | QTY |
|------|-----------------------------|-----------------------------|-----|
| 1    | 1" x 4" x 6" ASPHALT        | 1" x 4" x 6" ASPHALT        | 177 |
| 2    | 2" x 4" x 8" ASPHALT        | 2" x 4" x 8" ASPHALT        | 27  |
| 3    | 4" x 8" x 16" ASPHALT       | 4" x 8" x 16" ASPHALT       | 106 |
| 4    | 8" x 16" x 32" ASPHALT      | 8" x 16" x 32" ASPHALT      | 84  |
| 5    | 16" x 32" x 64" ASPHALT     | 16" x 32" x 64" ASPHALT     | 88  |
| 6    | 32" x 64" x 128" ASPHALT    | 32" x 64" x 128" ASPHALT    | 76  |
| 7    | 64" x 128" x 256" ASPHALT   | 64" x 128" x 256" ASPHALT   | 37  |
| 8    | 128" x 256" x 512" ASPHALT  | 128" x 256" x 512" ASPHALT  | 50  |
| 9    | 256" x 512" x 1024" ASPHALT | 256" x 512" x 1024" ASPHALT | 13  |





1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 12, 2018

3  
4 BILL NO. 9441

ORDINANCE NO.

5  
6 **AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF**  
7 **FLORISSANT FOR THE FISCAL YEAR COMMENCING ON**  
8 **DECEMBER 1, 2018 AND ENDING ON NOVEMBER 30, 2019 AND**  
9 **PROVIDING FOR ITS EFFECTIVE DATE.**

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

13  
14 Section 1: The Budget for the City of Florissant commencing on December 1, 2018 and  
15 ending November 30, 2019, a copy of which is attached hereto and by this reference  
16 incorporated herein and made a part hereof, is hereby adopted and approved.

17 Section 2: This ordinance shall become in force and effect as of December 1, 2018.

18  
19 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2018.

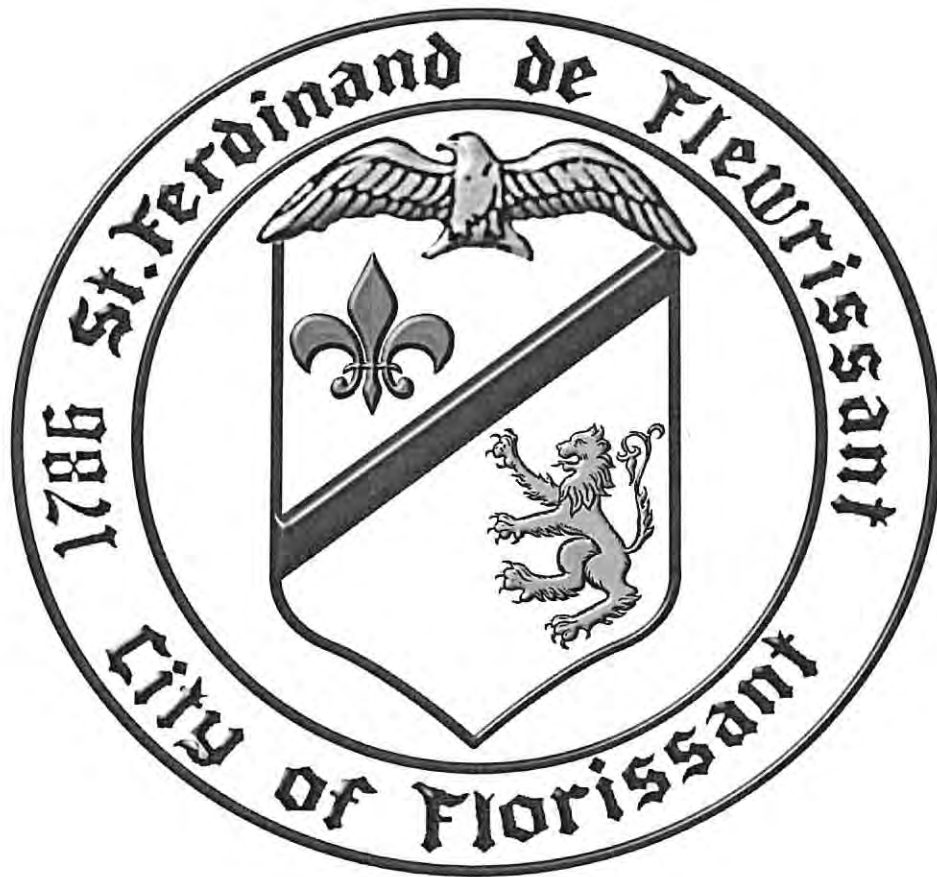
20  
21  
22 \_\_\_\_\_  
23 Jeff Caputa  
24 President of the Council  
25 City of Florissant  
26

27  
28  
29 Approved this \_\_\_\_ day of \_\_\_\_\_, 2018.

30  
31  
32 \_\_\_\_\_  
33 Thomas P. Schneider  
34 Mayor, City of Florissant

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

# City of Florissant, Missouri Adopted Budget 2019



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



City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**FUND SUMMARIES**

<u>Page #</u>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
General Fund - 01				
Revenues	23,051,992	23,596,027	26,384,789	25,956,321
Expenditures				
Information Technology	356,861	506,550	533,683	533,683
Housing Resource Center	43,053	78,252	50,728	50,728
Legislative	154,979	158,647	158,647	158,647
Senior Services	169,641	211,651	196,180	206,180
Administrative	3,754,388	3,258,532	3,144,922	3,239,834
Municipal Court	647,180	533,989	618,829	618,829
Prosecuting Attorney	0	242,096	254,768	287,551
Health	747,241	894,369	998,900	998,900
Recreation-Theater	396,132	437,715	455,361	453,361
Recreation-Centers	1,817,721	1,786,059	1,863,689	1,863,689
Recreation-Summer Camp	132,713	103,951	135,582	135,582
Recreation-Bangert	164,867	188,485	249,278	249,278
Recreation-Koch Aquatic	188,822	0	0	0
Recreation-Parks	438,301	569,886	521,485	521,485
Recreation-Golf Course	777,254	869,921	746,995	938,050
Public Works	3,642,237	4,020,839	4,147,589	4,126,406
Police	10,708,670	12,280,665	11,934,556	11,903,356
Media	<u>194,819</u>	<u>214,644</u>	<u>213,982</u>	<u>212,907</u>
General Fund Expenditures	24,334,878	26,356,250	26,225,174	26,498,466
Revenue over Expenditures	(1,282,886)	(2,760,223)	159,615	(542,145)
Capital Improvement Fund - 03				
Revenue	3,701,505	3,994,968	3,766,528	3,766,528
Expenditures	4,410,179	4,334,744	3,619,900	3,649,900
Revenue over Expenditures	(708,674)	(339,776)	146,628	116,628
Park Improvement Fund - 09				
Revenue	3,405,181	3,506,000	4,062,000	4,068,400
Expenditures	3,515,425	4,520,508	4,078,020	4,235,020
Revenue over Expenditures	(110,244)	(1,014,508)	(16,020)	(166,620)
Street Fund - 08				
Revenue	1,506,226	3,411,608	3,443,608	3,603,608
Expenditures	1,503,868	4,027,010	3,627,010	3,382,010
Revenue over Expenditures	2,358	(615,402)	(183,402)	221,598

A-1

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

Sewer Lateral Fund - 04				
Revenue	548,060	514,000	548,000	548,000
Expenditures	602,059	844,210	735,835	668,835
Revenue over Expenditures	<u>(53,999)</u>	<u>(330,210)</u>	<u>(187,835)</u>	<u>(120,835)</u>
Property Revitalization Fund - 10				
Revenue	4,850	0	0	1
Expenditures	3,450	30,000	0	0
Revenue over Expenditures	<u>1,400</u>	<u>(30,000)</u>	<u>0</u>	<u>1</u>
Court Building Fund - 14				
Revenue	94,490	132,000	132,000	132,001
Expenditures	36,400	132,000	132,000	132,000
Revenue over Expenditures	<u>58,090</u>	<u>0</u>	<u>0</u>	<u>1</u>
Public Safety Fund - 17				
Revenue	401,892	2,600,000	2,600,000	2,600,000
Expenditures	0	2,965,219	2,397,219	2,551,800
Revenue over Expenditures	<u>401,892</u>	<u>(365,219)</u>	<u>202,781</u>	<u>48,200</u>
Property Maintenance Fund - 16				
Revenue	0	365,000	390,800	390,800
Expenditures	0	365,000	365,000	376,000
Revenue over Expenditures	<u>0</u>	<u>0</u>	<u>25,800</u>	<u>14,800</u>
Total Expenditures - All Funds	34,406,259	43,574,941	41,180,158	41,494,031

Expenditure Forecast

Estimate of future expenditures and personnel.

A-2

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**01 - GENERAL FUND - REVENUES**

	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
<b><u>TAXES</u></b>				
Cigarette	130,487	135,000	117,550	117,550
Gasoline	1,639,663	1,640,000	1,636,048	1,636,048
Road & Bridge Taxes	560,052	550,000	567,079	567,079
Sales Tax	7,715,252	8,100,000	8,227,719	8,227,719
Utility Tax	<u>5,987,697</u>	<u>5,575,000</u>	<u>7,072,537</u>	<u>6,732,173</u>
Total Taxes	16,033,151	16,000,000	17,620,933	17,280,569
<b><u>LICENSES</u></b>				
Business	1,148,152	800,000	780,079	780,079
Liquor & Other Licenses	<u>57,529</u>	<u>50,000</u>	<u>61,166</u>	<u>61,166</u>
Total Licenses	1,205,681	850,000	841,245	841,245
<b><u>PERMITS</u></b>				
Building	348,324	355,668	460,429	460,429
Minimum Housing	263,492	359,353	403,371	403,371
Signs & Other Permits	<u>41,882</u>	<u>40,000</u>	<u>23,222</u>	<u>23,222</u>
Total Permits	653,698	755,021	887,022	887,022
<b><u>RECREATION - GOLF</u></b>				
Green Fees	256,670	235,000	255,000	255,000
Cart Fees	214,245	200,000	236,000	236,000
Pro Shop Sales	49,348	50,000	57,000	57,000
Concession Sales and Fees	135,094	120,000	148,000	148,000
Other Miscellaneous	<u>7,696</u>	<u>10,000</u>	<u>8,121</u>	<u>8,121</u>
Total Golf	663,053	615,000	704,121	704,121
<b><u>RECREATION - OTHER</u></b>				
Rentals-Nature Lodge/Gym	29,590	25,000	25,048	25,048
Center Activity	266,907	280,000	256,656	256,656
Rink	64,030	60,000	92,225	92,225
Outdoor Pool Receipts	130,158	85,000	90,936	90,936
Miscellaneous J.J.E.	176,931	196,000	214,461	214,461
Summer Camp Program	89,018	127,300	85,848	85,848
Theater	133,272	160,000	127,453	127,453
Concession Sales	<u>59,608</u>	<u>50,000</u>	<u>45,567</u>	<u>45,567</u>
Total Other Recreation	<u>949,514</u>	<u>983,300</u>	<u>938,194</u>	<u>938,194</u>
Total Recreation	1,612,567	1,598,300	1,642,315	1,642,315

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

<u>MISCELLANEOUS</u>				
Interest Income	60,969	40,000	51,002	51,002
Municipal Court	1,174,222	1,100,000	1,197,763	1,197,763
Other Miscellaneous	1,316,279	2,271,758	3,149,994	3,061,890
Cable TV	638,389	625,000	614,119	614,119
Senior Citizen Luncheon	24,916	46,000	41,000	41,000
Grants & Reimbursement	<u>332,121</u>	<u>309,948</u>	<u>339,396</u>	<u>339,396</u>
Total Miscellaneous	3,546,895	4,392,706	5,393,274	5,305,170
Total Revenue	23,051,992	23,596,027	26,384,789	25,956,321
Less Total Expenditures			<u>(26,225,174)</u>	<u>(26,498,466)</u>
Equal Revenue Over/(Under) Expenditure			159,615	(542,145)
		Plus Estimated Beg Fund Bal	<u>5,842,010</u>	<u>5,842,010</u>
		Equal Estimated Ending Fund Bal	6,001,625	5,299,865

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**36 - INFORMATION TECHNOLOGY DEPARTMENT**

<u>Account</u>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
3600-Salaries	\$ 94,342	\$ 183,519	\$ 155,237	\$ 155,237
3600-Employees' Benefits	\$ 39,697	\$ 62,331	\$ 64,596	\$ 64,596
3621-Uniforms	\$ 296	\$ 300	\$ 750	\$ 750
3624-Telephone	\$ 126,135	\$ 147,000	\$ 162,000	\$ 162,000
3632-Office Supplies & Maint.	\$ 15,076	\$ 26,000	\$ 50,500	\$ 50,500
3633-Materials & Supplies	\$ 7,557	\$ 6,500	\$ 14,500	\$ 14,500
3642-Dues, Travel, Training	\$ 5,136	\$ 2,200	\$ 4,600	\$ 4,600
3650-Professional Services	<u>\$ 68,622</u>	<u>\$ 78,700</u>	<u>\$ 81,500</u>	<u>\$ 81,500</u>
<b>Total</b>	\$ 356,861	\$ 506,550	\$ 533,683	\$ 533,683

**PERSONNEL SERVICES**

Full-time	\$ 94,342	\$ 183,519	\$ 150,237	\$ 150,237
Part-time	\$ -	\$ -	\$ -	\$ -
Overtime	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>
Total Personnel Services	\$ 94,342	\$ 183,519	\$ 155,237	\$ 155,237

**PERSONNEL SCHEDULE**

IT Director	0.50
IT Manager	1.00
IT System Support Technician	<u>1.00</u>
Total	2.50

	<u>2.50</u>	Full-time 2.50
Total Personnel	<u><u>2.50</u></u>	Full-time Equivalent (Part-time) 0.00



## Information Technology Department Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 3600 - Salaries &amp; Benefits</b>		<b>Total \$</b>	<b>\$</b>
	<b>245,850</b>	<b>219,833</b>	
Salaries - Full Time	Sub Total	\$ 183,519	\$ 150,237
Full-time Employees			
IT Director (wages split with Police Department budget)		0.5	0.5
Information Technology Manager		1.0	1.0
IT System Support Technician * for 2019 raise pay to Grade 6, step 5		1.0	1.0
	Total full-time employees	2.5	2.5
Overtime - system maintenance, outages, emergencies, system deployments	Sub Total	-	5,000
Employees' Benefits	Sub Total	\$ 62,331	\$ 64,596
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			
<b>Account 3621 - Uniforms</b>		<b>Total \$</b>	<b>\$</b>
		<b>300</b>	<b>750</b>
Clothing Allowance - Replace old uniforms and new employees		300	750
<b>Account 3624 - Telephone</b>		<b>Total \$</b>	<b>\$</b>
		<b>147,000</b>	<b>162,000</b>
Telephone service - for all City facilities including both local and long distance calling and mobile tablet devices (increase for new court location), Telephone System, Cellular Telephone Service, Purchase of IP Phones.		70,000	162,000
<b>NOTES:</b> Telephone Service (AT&T)- Adding the new Court Building has increased our telephone system bills. I.T. Department pays for city iPad data for various departments.			
Telephone System - VOIP & Digital telephone system that runs all city office phone, voicemail, paging, etc		38,000	
Cellular telephone service - I.T. department pays for all city issued cell phones.		34,000	
Purchase of IP phones - we are switching all city desk phones over to IP phones. We need to increase this fund to complete this project within 2 years.		5,000	

2

## Information Technology Department Budget: 2019

Account 3632 - Office Supplies and Software	Total	\$ 26,000	\$ 50,500
Miscellaneous Office Supplies, Software, Hardware, Appliances, Training Software, Email Compliance		1,500	25,500
PlanIT Scheduling Software For All Departments (except police)		10,000	25,000

**NOTES:**

KnowBe4 - This software was very valuable in helping educate all of our employees against the constant threat of cyber attacks, we should re-implement it next year to keep up with the ever-changing threat trends.

PlanIT Scheduling software will dramatically improve our entire city's ability to accurately keep schedules, paid time off, and payroll both centralized and accessible to everyone. It will decrease the amount of time that many employees spend on entering and calculating payroll every two weeks and will give our employees greater access and control to their schedules. The police department has been using it for 2 years and has modernized all of its payroll, scheduling, timekeeping and PTO processes. The cost for the entire city is \$12,500 per year. The police department is responsible for \$4,000 of that cost. It will cost between \$7,500 and \$10,000 as a one time software engineering fee to integrate this directly into our finance software and will assist in eliminating our manual entry of hours each week.

Anti-Virus Protection - Amount of workstations has increased citywide, including the new court building. 2,800

Email Archiving - we need to upgrade our email archiving device with all the requests we've received for emails this past year during various litigations. A newer email archiver will help fulfill these requests in a more timely manner. 2,500

Barracuda Web Filter - This server appliance maintains helps us keep unwanted and malicious websites blocked from all city computers and devices. 1,200

Barracuda Spam Filter - Spam is a constant battle. We need to upgrade our spam filter to keep up with the ever changing environment. 1,200

Anti-Malware & Anti-Ransomware Software - We have had great success with implementing anti-malware and anti-ransomware tools over the past few years. We need to increase this fund to cover the new workstations. 2,800

E-Gov Website/Citizen Resource Management Support - this provides the hosting solution for our city website and the citizen interaction with various departments. 4,000

3

### Information Technology Department Budget: 2019

Account 3633 - Materials & Supplies	Total \$	6,500 \$	14,500
Equipment Repair		4,500	4,500
Security Camera Maintenance - Yearly maintenance and repair for security		2,000	10,000

**NOTES:**

Equipment Repair - This fund is to repair any I.T. device around the city that is out of warranty and needs replacement. Examples include: wireless communication bridges, switches, servers, workstations, printers.

Security Camera Maintenance- The I.T. department has recently taken over responsibility for all city video surveillance. We are in the process of interconnecting all systems, fixing outdated or broken cameras, consolidating and ensuring that our retention periods meet the 30 day mark set by the Secretary of the State of Missouri.

The I.T. department now must now pay for and maintain all of these cameras and their various systems (with the exception of the police department). Previously all of these costs were within other department's respective budgets.

Account 3642 - Dues, Travel & Training	Total \$	2,200 \$	4,600
Mileage		600	600
Training & Conferences		1,500	4,000

Training - a fund to send our I.T. department staff to various classes and conferences to maintain and further our knowledge of the I.T. world.

Dues - GMIS International

100

Account 3650 - Professional Services	Total \$	78,700 \$	81,500
Internet Access and Fiber Connectivity		72,500	79,000
Consultant for regulatory purpose		5,000	2,500
Backup to Cloud (\$100 per month)		1,200	0

**NOTES:**

Internet Access - We need a secondary internet source as a backup for the mission critical internet based applications at the police department and many other departments.

Fiber Connectivity - adding another city building has increased our fiber connectivity to \$6,000 per month.

Outside Consultant - Our need has decreased with the restructuring of the I.T. dept.

Backup to Cloud - Eliminated as this service is going to be implemented as part of a new backup solution.

<b>Total Budgeted Expenditures</b>	<b>\$ 506,550</b>	<b>\$ 533,683</b>
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Account 0361 - Capital Additions (Capital Improvement Fund)	Total	\$ 134,700
Replace computers, laptops, tablets, monitors, switches, servers, volume license software and other I.T. devices in various departments.		79,700
1055 St. Francois Renovation, Conference Room, I.T. Offices, Server Room Equip and Supplies		55,000

4

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**37 - HOUSING RESOURCE CENTER DEPARTMENT**

<u>Account</u>	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
3700-Salaries	\$ 30,892	\$ 65,881	\$ 35,000	\$ 35,000
3700-Employees' Benefits	\$ 10,074	\$ 11,921	\$ 13,278	\$ 13,278
3721-Uniforms	\$ 442	\$ 450	\$ 450	\$ 450
3732-Office Supplies & Maint.	\$ 807	\$ -	\$ 1,000	\$ 1,000
3742-Dues, Travel, Training	<u>\$ 838</u>	<u>\$ -</u>	<u>\$ 1,000</u>	<u>\$ 1,000</u>
Total	\$ 43,053	\$ 78,252	\$ 50,728	\$ 50,728

**PERSONNEL SERVICES**

Full-time	\$ 21,590	\$ 42,900	\$ 35,000	\$ 35,000
Part-time	\$ 9,303	\$ 22,981	\$ -	\$ -
Overtime	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Personnel Services	\$ 30,892	\$ 65,881	\$ 35,000	\$ 35,000

**PERSONNEL SCHEDULE**

Administrative Assistant	0.00	
Community Development Specialist f/t*	2.00	
Volunteer Coordinator p/t	<u>0.00</u>	
Total	2.00	Full-time 2.00
Total Personnel	<u><u>2.00</u></u>	Full-time Equivalent (Part-time) 0.00

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

## Housing Resource Center Department Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 3700 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 77,802</b>	<b>\$ 48,278</b>
Salaries - Full-Time	Sub Total	42,900	<u>35,000</u>
(2) CD Specialists			70,000
50% funded by Community Development Fund			-35,000
Full-time Employees			
CD Specialist - 50% funded by Community Development Fund		<u>1.0</u>	<u>2.0</u>
Total full-time employees		1.0	2.0
Salaries- Part-Time (moved to full time 2019 Budget)	Sub Total	22,981	-
Part-time Employees			
Community Development Specialist: 1 each x 52 weeks x 29 hours per week = 1,508 hours (50% of wage paid plus \$4,000 by Community Development Fund)		1,508	-
Volunteer Coordinator: 1 each x 1,000 hours		<u>1,000</u>	<u>-</u>
Total part-time employees		2,508	-
Benefits	Sub Total	\$ 11,921	<u>\$ 13,278</u>
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			26,555
50% funded by Community Development Fund			(13,278)
<b>Account 3721 - Uniforms</b>	<b>Total</b>	<b>\$ 450</b>	<b>\$ 450</b>
Clothing allowance for all Full-time and Part-time employees		450	450
<b>Account 3732 - Office Supplies</b>	<b>Total</b>	<b>\$ -</b>	<b>\$ 1,000</b>
Miscellaneous office supplies		0	1,000
<b>Account 3742 - Dues, Travel &amp; Training</b>	<b>Total</b>	<b>\$ -</b>	<b>\$ 1,000</b>
Mileage reimbursement		0	1,000
<b>Total Budgeted Expenditures</b>		<b>\$ 78,252</b>	<b>\$ 50,728</b>

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**38 - LEGISLATIVE DEPARTMENT**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
3800-Salaries	\$ 105,612	\$ 105,612	\$ 105,612	\$ 105,612
3800-Legislative Benefits	\$ 23,922	\$ 26,035	\$ 26,035	\$ 26,035
3842-Dues, Travel, Training	<u>\$ 25,445</u>	<u>\$ 27,000</u>	<u>\$ 27,000</u>	<u>\$ 27,000</u>
Total	\$ 154,979	\$ 158,647	\$ 158,647	\$ 158,647

**PERSONNEL SERVICES**

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

**PERSONNEL SCHEDULE**

Councilmember's	<u>9.00</u>	
Total	9.00	Full-time 0.00
	<u>          </u>	Full-time Equivalent (Part-time) 0.00
Total Personnel	<u><u>9.00</u></u>	Elected Officials 9.00

Legislative Department Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 3800 - Salaries &amp; Benefits</b>		<b>\$ 131,647</b>	<b>\$ 131,647</b>
Salaries - Part-Time	Sub Total	\$ 105,612	\$ 105,612
Part-Time Elected Officials			
Council members		9	9
Benefits			
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability	Sub Total	\$ 26,035	\$ 26,035
<b>Account 3842 - Dues, Travel &amp; Training</b>		<b>Total \$ 27,000</b>	<b>\$ 27,000</b>
Mailings, news letters, printing, business cards, seminars, conferences, meetings, mileage, city logo jackets and shirts, and other miscellaneous items.		27,000	27,000
Citywide ward picnics		0	0

**Total Budgeted Expenditures**    \$ 158,647    \$ 158,647

8



City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**39 - SENIOR SERVICES DEPARTMENT**

<u>Account</u>	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
3900-Salaries	\$ 92,299	\$ 95,881	\$ 99,000	\$ 99,000
3900-Employees' Benefits	\$ 38,337	\$ 41,910	\$ 42,000	\$ 42,000
3921-Uniforms	\$ -	\$ 100	\$ 100	\$ 100
3926-Utilities	\$ 4,240	\$ 6,600	\$ 6,600	\$ 6,600
3929-Bldg., Maint. & Supply	\$ 5,968	\$ 6,700	\$ 10,200	\$ 10,200
3932-Office Supplies & Maint.	\$ 889	\$ 1,600	\$ 1,600	\$ 1,600
3942-Dues, Travel & Training	\$ 227	\$ 500	\$ 1,000	\$ 1,000
3950-Professional Services	\$ 11,109	\$ 19,900	\$ 19,900	\$ 29,900
3951-Senior Citizen Lunches	\$ 15,571	\$ 36,960	\$ 14,280	\$ 14,280
3954-Publicity	<u>\$ 1,000</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>
Total	\$ 169,641	\$ 211,651	\$ 196,180	\$ 206,180

**PERSONNEL SERVICES**

Full-time	\$ 78,147	\$ 79,085	\$ 82,000	\$ 82,000
Part-time	\$ 14,152	\$ 16,796	\$ 17,000	\$ 17,000
Overtime	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Personnel Services	\$ 92,299	\$ 95,881	\$ 99,000	\$ 99,000

**PERSONNEL SCHEDULE**

Senior Citizen Coordinator	1.00	<u>Dining Center</u>	
Clerk Typist	<u>1.00</u>	Support Staff p/t	0.68
Total	2.00	Custodian p/t	<u>0.15</u>
		Total	0.83
		Full-time	2.00
Total Personnel	<u><u>2.83</u></u>	Full-time Equivalent (Part-time)	0.83

9



## 2019 Proposal for the Senior Citizen Department

In 2019, I recommend operating the lunch program at the Dining Center only one day a week to accommodate our regular diners and starting all new programming focusing on Health, Wellness & Fitness on the other 4 days a week. I recommend to install new flooring and the interior to be painted, both of which are badly needed. In order to successfully carry out all the new programming, I recommend moving the Senior Office from City Hall to the Dining Center to provide employee coverage throughout the day. The flooring will be funded through the Public Works Capital Improvement Fund and the painting and decorating will be funded through the Senior Office Building & Maintenance Acct.

### Senior Citizen Office Explanation of Funding 2019

**City of Florissant Accounts:** These eight accounts are listed and their functions are described in the City of Florissant Budget. Operation of the Dining Center, Uniforms, Office Supplies, Trips & Tours & Publicity are all funded out of these accounts.

**Senior Commission Advisory Account:** The Senior Commission Account funds five parties and four dances along with the Mayor's Town Hall Meeting and Resource Fair. The Senior Coordinator is the Secretary for this Commission and is a signatory on the Senior Commission Account. All of these events are planned and carried out by the Senior Office with the help of the Senior Commission.

**Silver Words Account:** The Silver Words Club is a Club for Widow/Widowers and Single Seniors. The Senior Coordinator attends and conducts all monthly meetings as well as plans all activities - six trips and entertainment for the meetings. The Silver Words Club has a separate Trust & Agency Account with the City of Florissant (not included in the budget) and the Senior Coordinator conducts all banking transactions.

#### Note:

**Acct 3950, Professional Services:** All funds used in this account to pay for Senior Citizen Trips & Tours are reimbursed in acct 01-4-34810 when the Senior Citizen purchases a ticket for the trip/tour.

**Acct 3951, Senior Citizen Lunches:** All funds used in this account for Senior Citizen Lunches are reimbursed in account #3480 when the Senior Citizen purchases their lunch.

**Donations:** The Senior Office solicits donations and attendance prizes from local businesses to help defray the cost of some of Senior Citizen Events.

10

**Senior Services Department Proposed Budget: 2019**

**2018**

**2019**

<b>Account 3900 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>137,791</b>	<b>141,000</b>
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Salaries - Full-Time	Sub Total	\$ 79,085	\$ 82,000
Full-time Employees			
Senior Citizen Coordinator		1	1
Clerk Typist		1	1
	Total full-time employees	2	2

Salaries Part-Time	Sub Total	\$ 16,796	\$ 17,000
Part-time Employees			
Part-Time Senior Office Support 2 x 12.5 hrs/week x 52 weeks		1,300	1,300
Part-Time Senior Office Support: trips, 2 x 10 trips x 6 hours per trip		120	120
Custodian: 1 x 6 hrs/week x 52 weeks		312	312
	Total part-time hours	1,732	1,732

Benefits	Sub Total	\$ 41,910	\$ 42,000
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			

<b>Account 3921 - Uniforms</b>	<b>Total</b>	<b>\$ 100</b>	<b>\$ 100</b>
Uniform shirts for Dining Center Employees		100	100

<b>Account 3926 - Utilities</b>	<b>Total</b>	<b>\$ 6,600</b>	<b>\$ 6,600</b>
Sewer		900	900
Ameren		2,400	2,400
Water		260	260
Laclede Gas		2,500	2,500
Trash		540	540

<b>Account 3929 - Building, Maintenance &amp; Supplies</b>	<b>Total</b>	<b>\$ 6,700</b>	<b>\$ 10,200</b>
Pest Control (\$600) & Termite Protections (\$100) at Dining Center		700	700
Regular Maintenance - Dining Center		1,000	1,000
Janitorial Supplies for Dining Center - cleaning supplies, batteries, air freshener refills, trash bags, light bulbs, etc.		500	500
Catering Supplies - Serving utensils, plates, trays, napkins, etc.		2,300	1,300
Food Purchases for Dining Center - birthday cakes, tea, coffee, lemon juice, sugar, creamer, etc.		750	750
Serving Equipment for Dining Center - tea dispenser, coffee pot, sterno, serving cart, microwave.		300	
New serving equipment for Dining Center			400
Mat cleaning for lobby and kitchen		550	550
2 rugs for dining center			500
Interior paint for dining center			1,000
Decorations and Entertainment for Dining Center		600	
New décor for dining center - valances, wall décor, etc.			3,000
Vacuum			500

//

## Senior Services Department Proposed Budget: 2019

<b>Account 3932 - Office Supplies &amp; Maintenance</b>	<b>Total</b>	<b>\$ 1,600</b>	<b>\$ 1,600</b>
Office Supplies, film development, and computer supplies		1,000	1,000
North County Gala Expenses		100	100
Paper supplies - New Years Eve brochures, tickets, special paper for events, flyers for parties, dances, etc.		500	500

<b>Account 3942 - Dues, Travel, Training</b>	<b>Total</b>	<b>\$ 500</b>	<b>\$ 1,000</b>
Mileage - in town		500	500
Computer Application Training			500

<b>Account 3950 - Professional Services</b>	<b>Total</b>	<b>\$ 19,900</b>	<b>\$ 29,900</b>
Speakers & Program Expenses		800	800
Trips & Tours		18,850	18,850
Bus Rental for Senior Trips		0	10,000
Appreciation lunch for volunteer Tax Preparers		250	250

<b>Account 3951 - Senior Citizen Lunches</b>	<b>Total</b>	<b>\$ 36,960</b>	<b>\$ 14,280</b>
Based on 3 days weekly in December catered by local restaurants @ \$7.00 each. 12 days with 30 guests = \$2,520		36,960	2,520
Dining Center Operation 1 day wk (35 guests @ \$7.00 for 48 wks = \$12,740) starting in Feb 2019 after remodel			11,760

<b>Account 3954 - Publicity</b>	<b>Total</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>
Senior citizen events and activities to be printed in the City of Florissant Parks and Recreation Guide			

**Total Budgeted Expenditures \$ 211,651 \$ 206,180**

<b>Account 03-6139 – Capital Additions (Capital Improvement Fund)</b>	<b>Total</b>	<b>0</b>	<b>63,500</b>
Remodel of facilities including vinyl flooring, 6 computer stations, cubicles, projector, tables, chairs, and office furniture.			

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**40 - ADMINISTRATIVE DEPARTMENT**

<u>Account</u>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
4000-Salaries	\$ 1,022,539	\$ 1,286,321	\$ 999,417	\$ 978,350
4000-Employees' Benefits	\$ 390,114	\$ 425,693	\$ 386,527	\$ 494,115
4014-Residency Incentive (included in Employee Ben	\$ 106,200	\$ 102,000	\$ 102,000	\$ -
4015-Unemployment Claim Reserve	\$ 4,812	\$ 13,500	\$ 13,500	\$ 13,500
4021-Uniforms		\$ 100	\$ -	\$ -
4023-Postage & Printing	\$ 47,350	\$ 59,000	\$ 63,500	\$ 58,500
4031-Supplies - City Functions	\$ (407)	\$ 1,500	\$ 2,000	\$ 2,000
4032-Office Supplies & Maint.	\$ 38,683	\$ 44,500	\$ 51,870	\$ 50,870
4033-Copy Equip. Rental & Supplies	\$ 53,056	\$ 42,660	\$ 44,000	\$ 44,000
4041-Mayor's Expense	\$ 9,494	\$ 7,500	\$ 10,000	\$ 10,000
4042-Travel & Training	\$ 7,512	\$ 9,720	\$ 13,500	\$ 14,500
4050-Professional Services	\$ 1,178,969	\$ 321,668	\$ 322,296	\$ 322,296
4053-Legal Notices & Advertising	\$ 2,813	\$ 9,000	\$ 9,000	\$ 9,000
4054-Service Awards	\$ 2,950	\$ 4,000	\$ 12,000	\$ 12,000
4055-Insurance, Fire & Liability	\$ 857,295	\$ 893,300	\$ 1,058,597	\$ 1,173,988
4056-Organization Dues	\$ 24,024	\$ 24,270	\$ 25,215	\$ 25,215
4058-Boards & Commissions	\$ 95	\$ 1,800	\$ 1,500	\$ 1,500
4059-Election Expense	<u>\$ 8,887</u>	<u>\$ 12,000</u>	<u>\$ 30,000</u>	<u>\$ 30,000</u>
Total	\$ 3,754,388	\$ 3,258,532	\$ 3,144,922	\$ 3,239,834

**PERSONNEL SERVICES**

Full-time	\$ 1,001,858	\$ 1,218,185	\$ 932,228	\$ 932,228
Part-time	\$ 18,587	\$ 66,469	\$ 65,189	\$ 44,122
Overtime	<u>\$ 2,094</u>	<u>\$ 1,667</u>	<u>\$ 2,000</u>	<u>\$ 2,000</u>
Total Personnel Services	\$ 1,022,539	\$ 1,286,321	\$ 999,417	\$ 978,350

**PERSONNEL SCHEDULE**

<u>Office of the Mayor</u>		<u>Office of the City Clerk</u>	
Mayor	1.00	City Clerk/Legislative Assistant	1.00
Executive Assistant to the Mayor	<u>1.00</u>	Deputy City Clerk	1.00
Total	2.00	Receptionist	1.00
<u>Finance Department</u>		Mailroom/Printing Clerk	1.00
Director of Finance	1.00	Duplicating Equipment Operator p/t	0.73
Assistant Director of Finance	1.00	Document Scanning Intern p/t	<u>0.38</u>
Accounting Clerk	5.00	Total	5.11
Accounting Clerk p/t	<u>0.73</u>	<u>Economic Development Department</u>	
Total	7.73	Economic Dev. Coordinator p/t	0.40
<u>Human Resources</u>		<u>Community Development Office</u>	
Director of Human Resources	1.00	Comm. Dev. Coordinator	1.00
Human Resource Specialist	<u>1.00</u>		
Total	2.00		
		Full-time	15.00
		Full-time Equivalent (Part-time)	2.23
Total Personnel	<u><u>18.23</u></u>	Full-time Elected Official	1.00

13

**Administration Budget: 2019**

		<u>2018</u>	<u>2019</u>
<b>Account 4000 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 1,712,014</b>	<b>\$ 1,472,465</b>
Salaries - Full-Time	Sub Total	<u>\$ 1,218,185</u>	<u>\$ 932,228</u>
Full-time Employees			
Mayor		1	1
Executive Assistant to the Mayor		1	1
Director of Finance		1	1
Assistant Director of Finance		1	1
Accounting Clerk		4	5
Cashier (position is accounts receivable clerk)		1	0
Director of Human Resources		1	1
Human Resource Specialist - additional position		1	1
Community Development Coordinator		1	1
City Clerk/Legislative Assistant		1	1
Deputy City Clerk		1	1
Receptionist		1	1
Mailroom/Printing Clerk		1	1
	Total full-time employees	<u>16</u>	<u>16</u>
Salaries - Part-Time	Sub Total	<u>\$ 66,469</u>	<u>\$ 44,122</u>
Part-time Employees			
Duplicating Equipment Operator: 1 ea x 52 wks x 20 hrs/wk		1,040	1,040
Economic Development Coordinator: 1 ea x 52 wks x 16 hrs/wk		1,508	832
Intern for Document Scanning: 1 ea x 30 wks x 20 hrs/wk plus 200 hours		800	800
Accounting Clerk: 1 ea x 52 wks x 29 hrs/wk		<u>0</u>	<u>0</u>
	Total part-time hours	<u>3,348</u>	<u>2,672</u>
Overtime: Audit, Month and Year End Reports, Other	Sub Total	<u>\$ 1,667</u>	<u>\$ 2,000</u>
Employees' Benefits	Sub Total	<u>\$ 425,693</u>	<u>\$ 494,115</u>
FICA, Pension, Medical, Dental, Life Insurance, Long-term disability		413,693	366,444
RIP Insurance		12,000	18,472
Residency Incentive Program		102,000	109,200
(Program to reward city employees for choosing to live in the City of Florissant: 91 employees x \$100 mo. x 12 mos)			

14



## Administration Budget: 2019

<b>Account 4015 - Unemployment Claim Reserve</b>	<b>Total \$</b>	<b>13,500</b>	<b>\$</b>	<b>13,500</b>
1993 state law requires the city to pay all unemployment claims regardless of fault. 2014 \$5,046, 2015 \$11,278, 2016 \$21,814, 2017 \$1,170 for 2 quarters				
<b>Account 4021 - Uniforms</b>	<b>Total \$</b>	<b>100</b>	<b>\$</b>	<b>-</b>
City logo shirts for Human Resources department		100		0
<b>Account 4023 - Postage &amp; Printing</b>	<b>Total \$</b>	<b>59,000</b>	<b>\$</b>	<b>58,500</b>
Lease contract on postage machine and scale (\$250/mo x 12 months)		3,000		3,000
Supplies for Postage Machine		1,000		1,000
Fees for Bulk Rate Permit #65		24,500		24,500
Forms and supplies, postage supplies, ink cartridges		1,500		1,500
City Calendar postage		3,500		3,500
Postage		20,500		25,000
Resident Survey		5,000		0
<b>Account 4031 - Supplies - City Functions</b>	<b>Total \$</b>	<b>1,500</b>	<b>\$</b>	<b>2,000</b>
Materials and supplies for various ceremonies and receptions (flag retiring, etc.)		500		500
Miscellaneous: frames, safe repair, food, safe deposit box, Sam's Club membership, photos, pins, etc.		1,000		1,500
<b>Account 4032 - Office Supplies &amp; Maintenance</b>	<b>Total \$</b>	<b>44,500</b>	<b>\$</b>	<b>50,870</b>
Finance (01): misc. office supplies, envelopes, letterhead, envelopes, receipt forms, office chairs, toner		7,500		9,000
Software support for accounting software		29,000		29,870
City Clerk (02): Office supplies (includes microfilm)		6,000		10,000
Software support for aXs document management software		1,000		1,000
Human Resources (03): Office Supplies		1,000		1,000
Economic Development (04): office supplies, demographics package		0		0
<b>Account 4033 - Copy Equipment &amp; Supplies</b>	<b>Total \$</b>	<b>42,660</b>	<b>\$</b>	<b>44,000</b>
Monthly Copier Rental/Maintenance: includes Public Works, Administration, Government Building, Print Room, Housing, and the Park Department.		38,880		40,000
Paper Supplies		3,780		4,000
<b>Account 4041 - Mayor's Expense</b>	<b>Total \$</b>	<b>7,500</b>	<b>\$</b>	<b>10,000</b>
Discretionary in town expenses, Rotary, auto, travel, and misc.				
<b>Account 4042 - Travel &amp; Training</b>	<b>Total \$</b>	<b>9,720</b>	<b>\$</b>	<b>14,500</b>
In town expenses and out of town travel for Department Heads and staff				
Director of Finance and Purchasing (11): \$3,150 in and out of town expenses, \$2,000 Certified Public Finance Officer Certification for Director, \$1,500 various professional development for department)		3,150		6,650
Director of Human Resources (12)		2,070		2,000
City Clerk (13)		3,150		4,500
Economic Development Director (14)		1,350		1,350

15



## Administration Budget: 2019

<b>Account 4050 - Professional Services</b>	<b>Total \$</b>	<b>321,668</b>	<b>\$</b>	<b>322,296</b>
Audit - \$18,600 annual audit, \$5,000 GASB 45 & 75 OPEB (01)		23,600		24,308
City Attorney (01)		214,000		220,420
Annual maintenance fee for the city codebook (01)		2,500		2,500
Miscellaneous professional services (01)		9,000		4,000
Flexible Spending Account - exposure for un-reimbursed medical (01)		3,000		3,000
Flexible spending account fees (01)		7,700		7,700
Historic book restoration - restoring old minute and ordinance books (01)		2,500		2,500
Liquor license record checks - \$11 x 20 (01)		220		220
Legislative consulting services - Missouri legislature (01)		20,004		20,000
Employee service, recognition and cost saving suggestion awards (01)		0		0
Public Relations consultant (01)		0		0
Liens: File and release liens and easements with St. Louis County (01)		144		148
Bank Fees (02)		5,000		6,500
Human Resources: \$2,000 drug & alcohol testing, \$5,000 new employment physicals, drug, psychological and written testing, \$500 hepatitis vaccinations, \$500 employee seminars and training, \$1,500 employee record checks, \$500 health and wellness (05)		10,000		10,000
Advertising (062)		24,000		21,000
<b>Account 4053 - Legal Notices and Advertising</b>	<b>Total \$</b>	<b>9,000</b>	<b>\$</b>	<b>9,000</b>
City Clerk - public hearing ads (50 ads at \$30 each)		1,000		1,000
Purchasing - bid ads (75 ads at \$20 each)		1,000		1,000
Human Resources - help wanted ads for full and part-time positions. Includes annual Applicant Pro, a tool to provide for on-line applications.		7,000		7,000
<b>Account 4054 - Service Awards</b>	<b>Total \$</b>	<b>4,000</b>	<b>\$</b>	<b>12,000</b>
Boards & Commissions Appreciation Dinner, employee service awards and employee appreciation event				
<b>Account 4055 - Insurance, Fire, &amp; Liability</b>	<b>Total \$</b>	<b>893,300</b>	<b>\$</b>	<b>1,173,988</b>
General liability, property, inland marine, crime, liquor, employee benefits, law enforcement, employment practices, public entity management, public entity employment related practices, and automobile		400,000		
General liability, umbrella, liquor, employee benefits, employment practices, public entity management, public entity employment related practices.				99,023
Law Enforcement Liability				62,410
Automobile				194,917
Property, crime, inland marine				130,802
Excess earthquake liability		13,000		13,000
Deductible - general liability coverage		54,500		72,771
Workers Compensation Insurance		400,000		575,000
Flood Insurance		3,800		4,066
Accident & Sickness Policy		1,000		1,000
Pollution Liability - fuel storage tanks		12,000		12,000
Public Officials Liability Bond: Mayor, Director of Finance, City Clerk		1,000		1,000
Cyber Liability		8,000		8,000

16

**Administration Budget: 2019**

<b>Account 4056 - Organization Dues</b>	<b>Total \$</b>	<b>24,270 \$</b>	<b>25,215</b>
<i>General</i>	Sub Total	21,800	22,570
North County, Inc. (2% automatic increase every year)		8,500	8,670
Florissant Old Town Partners		50	50
Greater North County Chamber of Commerce		350	350
Missouri Municipal League		5,700	6,000
Municipal League of Metro St. Louis		7,200	7,500
National League of Cities (\$4,500)		0	0
<i>Mayor Thomas P. Schneider</i>	Sub Total	350	350
Metro Mayors of St. Louis		350	350
Engineers Club of St. Louis		0	0
United States Conference of Mayors (\$5,300)		0	0
<i>Kimberlee Johnson: Director of Finance, Purchasing &amp; Risk Mgmt.</i>	Sub Total	885	935
Association of Public Treasurers of the US & Canada (\$230)		0	0
Government Finance Officers Association of the US & Canada (\$595)		0	0
Association for Financial Professionals		450	450
Missouri Association of Public Employee Retirement Systems (MAPERS)		100	100
Government Finance Officers Association of Missouri (GFOA of Missouri)		100	150
Florissant Valley Kiwanis		110	110
Missouri Notary Public Commission		125	125
<i>Sonya Brooks-White: Director of Personnel</i>	Sub Total	445	445
International Public Management Association for Human Resources (IPMA-HR)		0	0
IPMA-HR Greater St. Louis Chapter		145	145
Human Resource Management Association		300	300
<i>Karen Goodwin: City Clerk</i>	Sub Total	490	615
International Institute of Municipal Clerks		300	300
Missouri City Clerks & Finance Officers Association		65	65
Municipal Clerks & Finance Officers of Missouri Eastern Chapter		35	35
National Association of Parliamentarians		90	90
Missouri Notary Public Commission (Expires 2022)		0	125
<i>Bob Russell: Director of Economic Development</i>	Sub Total	300	300
International Council of Shopping Centers		100	100
Missouri Economic Development Council		200	200
<b>Account 4058 - Boards &amp; Commissions</b>	<b>Total \$</b>	<b>1,800 \$</b>	<b>1,500</b>
Travel & expenses for boards and commissions, name plates		800	500
Subscriptions and publications		500	500
Planning & Zoning in-town training		500	500
<b>Account 4059 - Election Expense</b>	<b>Total \$</b>	<b>12,000 \$</b>	<b>30,000</b>
City Council odd ward elections scheduled for 2018		12,000	30,000

**Total Budgeted Expenditures \$ 3,258,532 \$ 3,239,834**

<b>Account 03-6140 - Capital Additions (Capital Improvement Fund)</b>	<b>Total \$</b>	<b>- \$</b>	<b>14,000</b>
Desk for Assistant Director and task chairs for admin personnel			2,000
Output Processor module to facilitate document distribution and access			12,000

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**41 - MUNICIPAL COURT DEPARTMENT**

<u>Account</u>	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
4100-Salaries	\$ 481,501	\$ 342,458	\$ 404,579	\$ 404,579
4100-Employees' Benefits	\$ 129,582	\$ 125,481	\$ 148,350	\$ 148,350
4132-Office Supplies & Maint.	\$ 8,258	\$ 10,300	\$ 9,950	\$ 9,950
4142-Dues, Travel, Training	\$ 3,018	\$ 4,250	\$ 4,250	\$ 4,250
4150-Professional Service	<u>\$ 24,822</u>	<u>\$ 51,500</u>	<u>\$ 51,700</u>	<u>\$ 51,700</u>
Total	\$ 647,180	\$ 533,989	\$ 618,829	\$ 618,829

**PERSONNEL SERVICES**

Full-time	\$ 239,493	\$ 259,680	\$ 300,000	\$ 300,000
Part-time	\$ 242,008	\$ 82,778	\$ 104,579	\$ 104,579
Overtime	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Personnel Services	\$ 481,501	\$ 342,458	\$ 404,579	\$ 404,579

**PERSONNEL SCHEDULE**

<u>Municipal Court</u>		<u>Elected Positions</u>	
Court Clerk	1.00	Judge	1.00
Assistant Court Clerk - Court	5.00	<u>Appointed Positions</u>	
Assistant Court Clerk - Court P/T	1.45	Provisional Judge	
Custodian	<u>1.00</u>	Public Defender	
Total	8.45		Full-time 7.00
			Full-time Equivalent (Part-time) 1.45
Total Personnel	<u><u>8.45</u></u>		Elected Officials 1.00

18

## Municipal Court Budget Request: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 4100 - Salaries &amp; Benefits</b>		<b>\$ 467,939</b>	<b>\$ 552,929</b>
Salaries - Full-Time	Sub Total	259,680	300,000
Full-Time Employees			
Court Clerk		1	1
Assistant Court Clerks		4	5
Custodian		0	1
	Total full-time employees	5	7
Salaries - Part-Time	Sub Total	11,278	\$ 37,579
Part-Time Employees			
Assistant Court Clerks (2 @ 29 hr per wk)	Total Hrs	3,016	3,016
Elected Judge Boyle	Sub Total	55,000	\$ 55,000
Provisional Judge Linhares (3 dockets per mo.) Jan 2 dockets per month	Sub Total	16,500	\$ 12,000
Employees' Benefits	Sub Total	125,481	148,350
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability		116,873	139,743
FICA & Pension Judge Boyle		8,608	8,608
<b>Account 4132 - Office Supplies and Maintenance</b>		<b>Total \$ 10,300</b>	<b>\$ 9,950</b>
Printing			2,000
Office Supplies			6,000
Office Machine Maintenance			300
File Cabinets			1,100
Office Chairs			550
<b>Account 4142 - Dues, Travel and Training</b>		<b>Total \$ 4,250</b>	<b>\$ 4,250</b>
Judges			2,000
Court Clerk			2,250
<b>Account 4150 - Professional Services</b>		<b>Total \$ 51,500</b>	<b>\$ 51,700</b>
Maintenance Support/Communications, Network Access Fees			3,200
Shared Server Lic/Interface/Software Maintenance			40,000
Records Destruction (Govt Bldg & City Hall)			1,100
Bank Fees (On-Line Pymt Prog \$200 mo.)			2,400
Court Ordered Test & Expenses			1,000
Interpreters (Hearing/Language)			1,000
Mental Health Court Contract			3,000
<b>Total Budgeted Expenditures</b>		<b>\$ 533,989</b>	<b>\$ 618,829</b>

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**35 - PROSECUTING ATTORNEY DEPARTMENT**

<u>Account</u>	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
3500-Salaries	\$ -	\$ 66,247	\$ 75,000	\$ 75,000
3500-Employees' Benefits	\$ -	\$ 25,893	\$ 24,418	\$ 24,418
3514-Contract Services	\$ -	\$ 144,756	\$ 149,350	\$ 177,133
3532-Office Supplies & Maint.	\$ -	\$ 2,700	\$ 2,000	\$ 2,000
3542-Dues, Travel, Training	\$ -	\$ 2,500	\$ 3,500	\$ 3,500
3550-Professional Services	\$ -	\$ -	\$ 500	\$ 5,500
Total	\$ -	\$ 242,096	\$ 254,768	\$ 287,551

**PERSONNEL SERVICES**

Full-time	\$ -	\$ 41,247	\$ 45,000	\$ 45,000
Part-time	\$ -	\$ 119,756	\$ 30,000	\$ 30,000
Overtime	\$ -	\$ -	\$ -	\$ -
Total Personnel Services	\$ -	\$ 161,003	\$ 75,000	\$ 75,000

**PERSONNEL SCHEDULE**

Municipal Court

Appointed Positions

Prosecuting Attorney Clerk	1.00	Prosecuting Attorney - p/t
Total	1.00	Assistant Prosecuting Attorney

Total Personnel

1.00

Full-time Equivalent (Part-time) 0.00

**Prosecuting Attorney Budget Request: 2019**

	<u>2018</u>	<u>2019</u>	
<b>Account 3500 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 92,140</b>	<b>\$ 99,418</b>
Salaries - Full-Time	Sub Total	\$ 46,247	\$ 45,000
Full-time Employees			
Prosecuting Attorney Clerk		1	1
	Total full-time employees	1	1
Salaries - Part-Time	Sub Total	\$ 20,000	\$ 30,000
Assistant Prosecuting Attorney - Gueck			
Employees' Benefits	Sub Total	\$ 25,893	\$ 24,418
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			
<b>Account 3514 - Contract Services</b>	<b>Total</b>	<b>\$ 144,756</b>	<b>\$ 177,133</b>
Prosecuting Attorney - Marler			
Assistant Prosecuting Attorney - Dorsey			
Additional Dockets to be added November 2018			
<b>Account 3532 - Office Supplies and Maintenance</b>	<b>Total</b>	<b>\$ 2,700</b>	<b>\$ 2,000</b>
Printing \$500			
General Office Supplies \$1,500			
<b>Account 3542 - Dues, Travel and Training</b>	<b>Total</b>	<b>\$ 2,500</b>	<b>\$ 3,500</b>
Court Clerk \$1,000			
Prosecutors \$2,500			
<b>Account 3550 - Professional Services</b>	<b>Total</b>	<b>\$ -</b>	<b>\$ 5,500</b>
Interface Software Maintenance (VPN,REJIS,IMDS) \$500			
Show Me Courts platform transition \$5,000			
	<b>Total Budgeted Expenditures</b>	<b>\$ 242,096</b>	<b>\$ 287,551</b>

21



City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**42 - HEALTH DEPARTMENT**

<u>Account</u>	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
4200-Salaries	\$ 478,585	\$ 544,854	\$ 594,000	\$ 594,000
4200-Employees' Benefits	\$ 156,166	\$ 191,215	\$ 211,500	\$ 211,500
4221-Uniforms & Allowance	\$ 3,542	\$ 1,800	\$ 3,900	\$ 3,900
4226-Utilities	\$ 9,400	\$ 12,000	\$ 12,000	\$ 12,000
4227-Gasoline & Oil	\$ 30,593	\$ 40,000	\$ 55,000	\$ 55,000
4229-Building & Equip.	\$ 18,507	\$ 22,000	\$ 32,000	\$ 32,000
4232-Office Supplies & Maint.	\$ 6,312	\$ 7,000	\$ 8,000	\$ 8,000
4233-Materials & Supplies	\$ 28,498	\$ 36,000	\$ 40,000	\$ 40,000
4242-Dues, Travel, Training	\$ 1,701	\$ 2,500	\$ 2,500	\$ 2,500
4250-Professional Service	<u>\$ 13,939</u>	<u>\$ 37,000</u>	<u>\$ 40,000</u>	<u>\$ 40,000</u>
<b>Total</b>	\$ 747,241	\$ 894,369	\$ 998,900	\$ 998,900

**PERSONNEL SERVICES**

Full-time	\$ 335,347	\$ 339,874	\$ 408,000	\$ 408,000
Part-time	\$ 128,761	\$ 191,980	\$ 161,000	\$ 161,000
Overtime	<u>\$ 14,478</u>	<u>\$ 13,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>
Total Personnel Services	\$ 478,585	\$ 544,854	\$ 594,000	\$ 594,000

**PERSONNEL SCHEDULE**

Health Department

Class "A" Foreman	1.00
Class "A" Person	1.00
Class "B" Person	1.00
Class "C" Person	4.00
Clerk Typist	2.00
Kennelman p/t	2.90
Summer Laborers p/t	<u>2.46</u>
Total	14.36

Transportation

FLERT Bus Driver	2.00
FLERT Bus Drivers p/t	0.85
Senior Citizen Bus Drivers p/t	<u>1.52</u>
Total	4.37

Total Personnel

18.73

Full-time 11.00

Full-time Equivalent (Part-time) 7.73

22

## Health Department Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 4200 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 736,069</b>	<b>\$ 805,500</b>
Salaries - Full Time	Sub	\$ 339,874	\$ 408,000
Full-time employees			
Class "A" Foreman		1	1
Class "A" Person		1	1
Class "B" Person		1	1
Class "C" Person (2 additional)		2	4
Clerk Typist		2	2
FLERT Bus Driver		2	2
Total full-time employees		9	11
Salaries Overtime:	Sub	\$ 13,000	\$ 25,000
Court appearances, emergency Police call-outs, fire damaged structures, mosquito control and fogging, dog bite cases, storm damage events, foreclosures (clean-up junk at curb), Valley of Flowers, Fall Festival, Electronic Recycling Event, Document Shredding Event, EQC Commission, Peak season grass cutting, Maintenance of kennels and lawn equipment (blade sharpening, oil changes, etc.) etc.			
Salaries - Part-Time	Sub	\$ 191,980	\$ 161,000
Part-Time Hours			
4 ea. Part-time Kennelmen: 52 weeks @ 29 hrs/week		6,032	6,032
1 ea. Part-time Summer Help: 32 weeks @ 40 hrs/week		5,120	5,120
Sub-total Kennelmen and Summer Help hours		11,152	11,152
Flert Bus Drivers			
1 ea. Part-time Bus Driver: 52 weeks @ 20 hrs/week		1,040	1,040
Weekend (Sat. & Sun.) 1 ea. @ 2 days @ 7 hrs/day x 52 weeks		728	728
Sub-total Flert Bus Driver Hours		1,768	1,768
Senior Citizen Bus Drivers			
Summer programs/ parades /misc trips: 1 man x 6 hrs. x8 weeks = 48		36	48
Fish Program: 1 man x 2 hrs. x 7 weeks = 14 MH's		14	14
Club Meetings (Mon & Wed): 2 days x 2 men x 4 hrs x 52 weeks		832	832
Sunday Church Services: 1 man x 4 hrs x 50 weeks		200	200
Trips: 2 men x 146 trips x 7 hrs.		2,044	2,044
Valley of Flowers: 2 men x 1 days x 7 hrs.		14	14
Sub-total Senior Citizen Bus Driver Hours		3,140	3,152
Total Part-time hours		16,060	16,072
Employees' Benefits	Sub	\$ 191,215	\$ 211,500
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			
<b>Account 4221 - Uniform &amp; Safety Shoes</b>	<b>Total</b>	<b>\$ 1,800</b>	<b>\$ 3,900</b>
Clothing allowance for all FT and PT employees ...		1,350	3,000
T-shirts for full-time, part-time and seasonal field employees		450	900

## Health Department Budget: 2019

	<u>2018</u>	<u>2019</u>
<b>Account 4226 – Utilities</b>	<b>Total \$ 12,000</b>	<b>\$ 12,000</b>
Electric, gas, water, sewer, trash collection, phone, cable TV ...		
<b>Account 4227 – Health/Buses Gasoline</b>	<b>Total \$ 40,000</b>	<b>\$ 55,000</b>
Fuel for pickup trucks, vehicle ULV's, foggers, hand fogger, lawn mowers, walk-behinds, weed eaters, and other related equipment Oil for pickups, ULV's, Grizzly foggers, mowers and weed eaters Bus-1, Bus-2, Bus-3, Bus-4, and ADA Van-1 Gasoline, tires, fluids, lubricants, maintenance, parts, supplies, etc.		
<b>Account 4229 – Building Maintenance &amp; Supplies</b>	<b>Total \$ 22,000</b>	<b>\$ 32,000</b>
Radio repairs and maintenance for base, mobile and walkie/talkie units ULV's repairs and maintenance for motors and blowers, as needed Weed Eaters: parts for repairs Dog, cat, raccoon and possum traps and cages as needed Related small equipment repairs (hoses, tubing, tune-up kits, etc.) Building maint., repairs, supplies and materials including paint, solvents, janitorial supplies 4 each Weed Eaters , 2 Handheld Blowers, Backpack blower Mainenance of Large lawn equipment		
<b>Account 4232 – Office Supplies / Printing</b>	<b>\$ 7,000</b>	<b>\$ 8,000</b>
Printing, office supplies, forms, typewriter and adding machine, cameras, computers, iPads, printers and copy machine maintenance, operating supplies and maintenance. ink cartridges ...		
<b>Account 4233 – Materials &amp; Supplies</b>	<b>Total \$ 36,000</b>	<b>\$ 40,000</b>
Anvil for ULV's mosquito fogging, flushing solvent for cleaning ULV's, Altoside or Aqua/Bac briquettes to treat stagnate water for mosquito control Round-Up #5 for weed control. Pine-O-Lene disinfectant for kennel area. Liqui-zyme Odor Eliminator, Bacterial/Enzyme Action Rompum, Ketaset & Meticorton chemical used in animal control Dog & cat food ... and supplies ...Rodent cakes for baiting residential and commercial properties, creeks and sewers ...Insecticide chemicals for roach's, wasps, bees, spiders, etc.		
<b>Account 4242 – Dues/Travel/Training</b>	<b>Total \$ 2,500</b>	<b>\$ 2,500</b>
Flyers, publications and office training manuals Pesticide license renewals and animal control training certification Mileage, trip lunches, seminars, etc.		
<b>Account 4250 – Professional Services</b>	<b>Total \$ 37,000</b>	<b>\$ 40,000</b>
Rat/rodent control in creeks and resident rodent control by contractor Veterinarian treatment of injured animals, possible court cases and rabies shots for adoptions Trash/debris/junk removal, eviction cleanup, tree/brush/vegetation removal, grass/weed cutting Educational handouts and promotions for Recycling Animal Disposal through St. Louis County Electronic Recycling (spring) and Shredding (spring) Events		
<b>Total Budgeted Expenditures</b>	<b>\$ 894,369</b>	<b>\$ 998,900</b>

24

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**43 - RECREATION DEPARTMENT-THEATRE**

<u>Account</u>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
4300-Salaries	\$ 145,830	\$ 151,760	\$ 157,000	\$ 155,000
4300-Employees' Benefits	\$ 50,141	\$ 65,720	\$ 72,292	\$ 72,292
4321-Uniforms & Allowance	\$ 88	\$ 250	\$ 250	\$ 250
4329-Bldg. Maint. & Supplies	\$ 4,278	\$ 7,700	\$ 7,700	\$ 7,700
4332-Office Supplies & Maint.	\$ 11,983	\$ 12,640	\$ 14,140	\$ 14,140
4342-Dues, Travel, Training	\$ 3,029	\$ 3,800	\$ 3,800	\$ 3,800
4350-Professional Services	\$ 4,022	\$ 6,000	\$ 6,000	\$ 6,000
4352-Theater Workshop	\$ 165,305	\$ 176,995	\$ 181,329	\$ 181,329
4354-Publicity	<u>\$ 11,456</u>	<u>\$ 12,850</u>	<u>\$ 12,850</u>	<u>\$ 12,850</u>
Total	\$ 396,132	\$ 437,715	\$ 455,361	\$ 453,361

**PERSONNEL SERVICES**

Full-time	\$ 137,991	\$ 137,117	\$ 142,000	\$ 140,000
Part-time	\$ 10,839	\$ 14,643	\$ 15,000	\$ 15,000
Overtime	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Personnel Services	\$ 148,830	\$ 151,760	\$ 157,000	\$ 155,000

**PERSONNEL SCHEDULE**

Theater Manager	1.00
Assistant Theater Manager	1.00
Administrative Assistant	1.00
Clerk Typist p/t	<u>0.73</u>
Total	3.73

	<u>3.73</u>	Full-time 3.00
Total Personnel	<u>3.73</u>	Full-time Equivalent (Part-time) 0.73

## FCC Theatre Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 4300 - Salaries &amp; Benefits</b>		<b>Total</b>	<b>\$ 217,480 \$ 227,292</b>
Salaries - Full-Time	Sub Total	137,117	140,000
Full-time Employees			
Theater Manager		1	1
Assistant Theater Manager		1	1
Administrative Assistant		1	1
	Total full-time employees	3	3
Salaries - Part-Time	Sub Total	14,643	15,000
Part-time Employees			
Clerk-Typists: 29 hrs/wk x 52 weeks x 1st year rate		1,508	1,508
	Total part-time hours	1,508	1,508
Benefits			
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability	Sub Total	\$ 65,720	\$ 72,292
<b>Account 4321 - Uniforms</b>		<b>Total \$</b>	<b>\$ 250 \$ 250</b>
Sport coats, uniform shirts and cleaning as needed		250	250
<b>Account 4329 - Theater Building Maintenance and Supplies</b>		<b>Total \$</b>	<b>\$ 7,700 \$ 7,700</b>
General maintenance, repair and supplies for sound system		800	800
Bulbs, gel, light instrument repair and maintenance		3,100	3,100
Miscellaneous repair and hardware items		1,850	1,850
Light board service call contract		850	850
Floor care products		300	300
House and lobby carpet cleaning		800	800
<b>Account 4332 - Office Supplies/Printing</b>		<b>Total \$</b>	<b>\$ 12,640 \$ 14,140</b>
Books, subscriptions, and memberships		100	100
Paper and printing		2,800	2,800
Mailing supplies		3,000	3,000
Small office supplies		1,700	1,700
ThunderTix programming fees for twelve months		5,040	5,040
Ticket stock - purchase on a two year cycle		0	1,500

26

**FCC Theatre Budget: 2019**

<b>Account 4342 - Travel &amp; Training</b>	<b>Total \$</b>	<b>3,800</b>	<b>\$ 3,800</b>
Showcase of Performing Arts for Young People - Philadelphia, PA		1,300	1,300
Arts Midwest Conference 2019 - Minneapolis, Minnesota		1,300	1,300
Outside expenses for Missouri Arts Council and MACAA		500	500
Mileage for local business calls and related functions		300	300
Dues/registration - Intl. Assoc. of Performing Arts for Young People		400	400

<b>Account 4350 - Professional Services</b>	<b>Total \$</b>	<b>6,000</b>	<b>\$ 6,000</b>
Bank fees, charge card fees, service fees - \$500 per month		6,000	6,000

<b>Account 4352 - Theatre Workshop</b>	<b>Total \$</b>	<b>176,995</b>	<b>\$ 181,329</b>
Contemporary outdoor concerts including technical needs (Music Under the Stars: Butch Wax & Hollywood's, Billy Peek, Bob Kuban, Summer playground "Creative Dramatics Workshop" and Arts Assembly		15,000	17,500
St. Louis Family Theatre Series		13,800	9,000
Valley of Flowers Festival		81,610	84,810
Missouri Association of Community Arts Agencies (MACAA) membership		49,000	51,000
Family Theatre (Matching funds: grant from the Missouri Arts Council and Regional Arts Commission)		250	250
Entertainment for the Fall Festival		13,835	15,169
"Poetry Out Loud" regional competition (reimbursable)		2,500	2,500
		1,000	1,100

<b>Account 4354 - Publicity</b>	<b>Total \$</b>	<b>12,850</b>	<b>\$ 12,850</b>
FCC Theatre schedules		3,150	3,150
Special PR, mailing list, box office PR		3,600	3,600
St. Louis Visitors & Convention Comm. and Arts & Education Council		450	450
Discover Florissant display ads around Metro St. Louis		1,600	1,600
Postage for four Theater mailings - Calendar of Events (3) and Valley of Flowers brochure (1) at \$1,350 per mailing		4,050	4,050

**Total Budgeted Expenses \$ 437,715 \$ 453,361**

<b>Account 096143 - Capital Additions (Park Improvement Fund)</b>	<b>Total \$</b>	<b>-</b>	<b>\$ 7,000</b>
Computer Lightboard Console for Theatre's Theatrical Lighting			7,000

27



City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

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

<u>Account</u>	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
4400-Salaries	\$ 1,271,926	\$ 1,108,588	\$ 1,164,226	\$ 1,164,226
4400-Employees' Benefits	\$ 258,944	\$ 290,471	\$ 287,463	\$ 287,463
4414-Contract Services		\$ 81,500	\$ 86,500	\$ 86,500
4426-Utilities	<u>\$ 286,851</u>	<u>\$ 305,500</u>	<u>\$ 325,500</u>	<u>\$ 325,500</u>
Total	\$ 1,817,721	\$ 1,786,059	\$ 1,863,689	\$ 1,863,689

**PERSONNEL SERVICES**

Full-time	\$ 513,986	\$ 445,350	\$ 495,000	\$ 495,000
Part-time	\$ 749,519	\$ 657,238	\$ 663,226	\$ 663,226
Overtime	<u>\$ 8,421</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>
Total Personnel Services	\$ 1,271,926	\$ 1,108,588	\$ 1,164,226	\$ 1,164,226

**PERSONNEL SCHEDULE**

Superintendent of Recreation	1.00	Recreation Leaders II & III p/t	7.60
Center Director I	2.00	Receptionists p/t	5.30
Recreation Specialist	2.00	Custodians p/t	4.60
Clerk Typist	3.00	Park Rangers p/t	3.21
Custodian I	<u>4.00</u>	Rink Mgrs, Guards, Cashiers p/t	2.93
Total	12.00	JJE Pool Manager, Head Guard p/t	1.88
		JJE Pool Lifeguards p/t	4.13

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

## Civic and Community Centers Budget: 2019

2018

2019

JJE/JFK Building Hours for the General Public

Monday - Friday: 6 a.m. - 9 p.m. Saturday: 8 a.m. - 7 p.m. Sunday: 10 a.m. - 6 p.m.

Summer Hours: Memorial Day weekend to Labor Day

Monday - Friday: 6 a.m. - 8 p.m. Saturday: 8 a.m. - 5 p.m. Sunday: 10 a.m. - 5 p.m.

The Community Centers will be closed to the public in observance of the following holidays:

New Years Day

Easter

Memorial Day

Independence Day

Labor Day

Thanksgiving Day

Christmas Eve

Christmas Day

<b>Account 4400 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 1,399,059</b>	<b>\$ 1,451,689</b>
Salaries - Full Time	Sub	\$ 445,350	\$ 495,000
Full-time Employees			
Superintendent of Recreation		1	1
Center Director I		2	2
Recreation Specialist		2	2
Clerk Typist		3	3
Custodian		4	4
Total full-time employees		12	12

Salaries Overtime	Sub	\$ 6,000	\$ 6,000
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Salaries Part-Time	Sub	\$ 657,238	\$ 663,226
Salaries - Part-Time Hours:			
<u>Recreation Leader III</u>			
JJE/JFK Centers (2,426 hrs x 2 facilities)		4,852	4,852
Theater - (52 wks; 1 x 25 hrs, 1 x 12 hrs)		1,924	1,924
<u>Recreation Leader II</u>			
JJE/JFK Fitness (4,514 hr x 2 facilities)		9,028	9,028
<u>Receptionists - Customer Service Desk</u>			
JJE/JFK (6,291 hrs/4,136 hrs)		10,427	10,427
JJE/JFK Speical Events (350 hrs/250 hrs)		600	600
<u>Custodians</u>			
JJE/JFK - 2,864 hours x 2 facilities		5,728	5,728
JJE/JFK Special Events/Training - 1,750 hours		1,750	1,750
Theater - 2,080 hours		2,080	2,080

**Civic and Community Centers Budget: 2019**

	<u>2018</u>	<u>2019</u>
<u>Rangers</u>		
JJE/JFK Ranger Supervisor II - (JJE 1,010 hrs/JFK 30 x 8 hrs)	1,250	1,250
JJE/JFK Ranger - (JJE4,529 hrs/JFK 4 hrs x 7 days x 32 wks)	5,425	5,425
<u>Ice Rink</u>		
Rink Managers 1,700 hours	1,700	1,700
Rink Guards 2,600 hours	2,600	2,600
Rink Cashiers 1,800 hours	1,800	1,800
<u>JJE Pool</u>		
JJE Pool Managers 1,560 hours	1,560	1,560
Head Guards 2,340 hours	2,340	2,340
JJE Lifeguards - public sessions 3,588 hrs/class-rentals 5,000 hrs	8,588	8,588
Total hours or sessions	61,652	61,652

Employee Benefits Sub \$ 290,471 \$ 287,463  
 F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability

<b>Account 4414 - Contract Services</b>	<b>\$ 81,500</b>	<b>\$ 86,500</b>
Instructors - Flat amount	\$ 80,000	\$ 85,000
ADA Compliance - Flat amount	\$ 1,500	\$ 1,500

<b>Account 4426 - Utilities</b>	<b>Total \$ 305,500</b>	<b>\$ 325,500</b>
Centers	300,000	320,000
Nature Lodge	5,500	5,500

**Total Budgeted Expenditures \$ 1,786,059 \$ 1,863,689**

30

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**45 - RECREATION DEPARTMENT - SUMMER CAMP**

<u>Account</u>	<u>Actual 2017</u>	<u>Budget 2018</u>	<u>Proposed 2019</u>	<u>Adopted 2019</u>
4500-Salaries	\$ 123,282	\$ 99,153	\$ 125,947	\$ 125,947
4500-Employees' Benefits	<u>\$ 9,431</u>	<u>\$ 4,798</u>	<u>\$ 9,635</u>	<u>\$ 9,635</u>
<b>Total</b>	<b>\$ 132,713</b>	<b>\$ 103,951</b>	<b>\$ 135,582</b>	<b>\$ 135,582</b>

**PERSONNEL SERVICES**

Full-time	\$ -	\$ -	\$ -	\$ -
Part-time	\$ 123,282	\$ 99,153	\$ 125,947	\$ 125,947
Overtime	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Personnel Services	\$ 123,282	\$ 99,153	\$ 125,947	\$ 125,947

**PERSONNEL SCHEDULE**

Directors p/t	0.47
Assistant Directors p/t	0.64
Playground Recreation Leaders p/t	<u>5.51</u>
Total	6.62

	<u>6.62</u>	Full-time 0.00
Total Personnel	<u><u>6.62</u></u>	Full-time Equivalent (Part-time) 6.62

31



## Summer Camp Budget: 2019

2018

2019

Program dates: June 11 - July 19, 2019

Program dates subject to change based on local school district schedules

The summer playground program is a six week program, 9 a.m. to 3 p.m. There is no camp on July 4th.

There is a nine hour orientation session for the entire staff before the program begins.

<b>Account 4500 - Salaries &amp; Benefits</b>	<b>103,951</b>	<b>135,582</b>
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Salaries Part-time Seasonal	Sub	<u>99,153</u>	\$ 125,947
Salaries Part Time Seasonal Hours:			
Directors - Total Hrs (320 hrs + 9 orientation hrs) = 329 hrs ea Director			
1 @ 329 hrs = 987 hrs @ 3rd year rate		987	329
2 @ 329 hrs = 658 hrs @ 2nd year rate		0	658
Assistant Directors			
4 @ 264 hrs + 9 orientation hrs = 273 hours = 1,092 hrs @ 3rd yr rate		1,092	1,092
Playground Recreation Leaders - Total Hrs (187.5 hrs + 15 orientation & training hrs) = 202.5 hrs ea Leader			
23 @ 202.5 hrs = 4,657.5 hrs @ 3rd year rate		0	4,658
20 @ 202.5 hrs = 4050 hrs @ 2nd yr rate		9,720	4,050
8 @ 202.5 hrs = 1620 @ 1st year rate		2,632	1,620
Special Needs Recreation Leaders - Total Hrs (187.5 hrs + 15 orientation & training hrs) = 202.5 hrs ea Leader			
2 @ 202.5 hrs = 405 hrs @ 3rd year rate		405	405
"BEFORE AND AFTER CARE" PROGRAM			
Monday - Friday, 7:30am - 9:00am and 3:00pm - 5:30pm, 6 weeks			
Assistant Directors			
2 @ 120 hrs = 240 hrs @ 3rd year rate		240	240
Playground Recreation Leaders			
6 @ 120 hours = 720 hours @ 2nd year rate		720	720
Total part-time hours		<u>15,796</u>	<u>13,772</u>

Employee Benefits	Sub	<u>4,798</u>	<u>9,635</u>
F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability			

<b>Total Budgeted Expenditures</b>	<b>103,951</b>	<b>135,582</b>
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32

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**46 - RECREATION DEPARTMENT - BANGERT POOL**

<u>Account</u>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
4600-Salaries	\$ 123,250	\$ 130,446	\$ 175,827	\$ 175,827
4600-Employees' Benefits	\$ 8,740	\$ 13,039	\$ 13,451	\$ 13,451
4614-Contact Services	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
4626-Utilities	\$ 32,876	\$ 35,000	\$ 50,000	\$ 50,000
<b>Total</b>	<b>\$ 164,867</b>	<b>\$ 188,485</b>	<b>\$ 249,278</b>	<b>\$ 249,278</b>

**PERSONNEL SERVICES**

Full-time	\$ -	\$ -	\$ -	\$ -
Part-time	\$ 123,250	\$ 140,446	\$ 175,827	\$ 175,827
Overtime	\$ -	\$ -	\$ -	\$ -
Total Personnel Services	\$ 123,250	\$ 140,446	\$ 175,827	\$ 175,827

**PERSONNEL SCHEDULE**

Pool Manager p/t	0.43		
Head Guard p/t	0.37		
Lifeguards p/t	5.73		
Cashiers p/t	<u>1.56</u>		
Total	8.09		Full-time 0.00
Total Personnel	<u><u>8.09</u></u>		Full-time Equivalent (Part-time) 8.09



## Bangert Pool Budget: 2019

2018

2019

Pool Season: May 26 - August 5, 2018 (72 days of operation)  
 Weekends Only: August 5- September 2, 2019 (9 days of operation)  
 Hours of operation: Daily 12:30 - 7:30pm Holidays 12:30 - 5:00pm  
 Total Days of Operation in 2019: 79 (2018: 81 Days of Operation)

<b>Account 4600 - Salaries &amp; Benefits</b>	<b>\$ 143,485</b>	<b>\$ 189,278</b>	
Salaries - Part Time	Sub Total	<u>130,446</u>	<u>175,827</u>
Salaries: Part Time Seasonal		125,946	171,327
Salaries - Part Time Other		4,500	4,500
Pre-season training, prep-work and post-season winterizing:		2,000	2,000
Special events, programs and rentals:		2,500	2,500
<b>Part Time Seasonal Hours:</b>			
<u>Pool Manager</u>			
9.5 hrs x 79 days = 750.5 hrs @ 3rd year rate		770	751
<u>Head Guard</u>			
9.5 hrs x 79 days = 750.5 hrs x 3rd year rate		770	770
<u>Lifeguards</u>			
10 @ 9.5 hrs x 79 days = 750.5 hrs = 7,505 hrs @ 3rd yr rate		10,780	10,507
4 @ 9.5 hrs x 79 days = 750.5 = 3,002 hrs @ 3rd yr rate			
<u>Cashiers (Admission)</u>			
9.5 hours x 79 days = 750.5 hours x 2 Cashiers = 1,501			
1,501 hours x 3rd year rate		1,540	1,501
<u>Concessions</u>			
Managers/Concession and Cashier 1,000 hours x 3rd year rate		751	1,000
Cashiers 500 hours x 3rd year rate		0	500
Cashiers 251 hours x 2nd year rate		751	251
<u>Swim Team</u>			
Pool Mgr - 4 hours x 35 days = 140 hrs 3rd yr rate		140	140
Lifeguards - 4 @ 4 hours x 35 days = 140 hours = 560 hrs 3rd yr rate		560	560
<u>Swim Lessons (youth)</u>			
Lifeguards - 16 @ 2 hrs x 16 days = 32 hrs = 512 hrs 3rd yr rate		768	512
<u>Swim Lessons (adult)</u>			
Lifeguard 0 @ 1 hr x 16 days = 16 hrs = 0 Hrs (program discontinued)		32	0
<u>Playground Swim</u>			
Lifeguards - 14 @ 2 hrs x 12 days = 24 hrs = 336 hrs @ 3rd yr rate		336	336
	Total part-time hours	<u>15,696</u>	<u>16,828</u>
Employee Benefits	Sub Total	<u>13,039</u>	<u>13,451</u>
F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability			
<b>Account 4614 - Contract Services</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	
Swim Team Coaches Salaries:			
<b>Account 4626 - Utilities</b>	<b>Total \$ 35,000</b>	<b>\$ 50,000</b>	
<b>Total Budgeted Expenditures</b>		<b>\$ 188,485</b>	<b>\$ 249,278</b>

34

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**56 - RECREATION DEPARTMENT - KOCH AQUATIC CENTER**

<u>Account</u>	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
5600-Salaries	146,274	0	0	0
5600-Employees' Benefits	11,190	0	0	0
5626-Utilities	<u>31,359</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total</b>	188,822	0	0	0

**PERSONNEL SERVICES**

Full-time	\$0	0	0	0
Part-time	\$146,274	0	0	0
Overtime	<u>\$0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	146,274	0	0	0

**PERSONNEL SCHEDULE**

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

35

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**47 - RECREATION DEPARTMENT - PARKS**

<u>Account</u>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
4700-Salaries	250,907	300,738	240,000	240,000
4700-Employees' Benefits	74,376	86,148	92,485	92,485
4714-Contract Services	\$0	20,000	22,000	22,000
4726-Utilities	71,780	119,000	119,000	119,000
4750-Professional Services	<u>41,237</u>	<u>44,000</u>	<u>48,000</u>	<u>48,000</u>
Total	438,301	569,886	521,485	521,485

**PERSONNEL SERVICES**

Full-time	\$175,373	247,251	185,000	185,000
Part-time	\$74,977	72,487	55,000	55,000
Overtime	<u>\$557</u>	<u>1,000</u>	<u>0</u>	<u>0</u>
Total Personnel Services	250,907	320,738	240,000	240,000

**PERSONNEL SCHEDULE**

<u>Office of the Director</u>		<u>Park Rangers</u>	
Director of Parks & Recreation	1.00	Senior Park Ranger	1.00
Administrative Assistant	<u>1.00</u>	Park Rangers p/t	<u>2.42</u>
Total	2.00	Total	3.42

Total Personnel	<u><u>5.42</u></u>	Full-time 3.00	Full-time Equivalent (Part-time) 2.42
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36

**Parks Budget: 2019**

2018

2019

<b>Account 4700 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 386,886</b>	<b>\$ 332,485</b>
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Salaries - Full Time	Sub	\$ 247,251	\$ 185,000
<u>Full-time Employees</u>			
Director of Parks and Recreation		1	1
Administrative Assistant		1	1
Senior Park Ranger		1	1
	Total full-time employees	3	3

Salaries Overtime:	Sub	\$ 1,000	\$ -
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Salaries Part Time	Sub	\$ 52,487	\$ 55,000
<u>Part-Time Hours:</u>			
Park Rangers:			
All Parks: 35 hours x 52 weeks = 1,820 hours			
1,820 hours x 3rd year rate		1,820	1,820
All Parks: 45.5 hours x 20 weeks (peak season) = 910 hours			
910 hours x 3rd year rate		910	910
St. Ferdinand & Koch Parks: 45.5 hours x 22 weeks			
x 2 Ranger = 2,002 hours x 3rd year rate		2,002	2,002
Nature Lodge: Weekday hours discontinued		416	0
Special Activities and Rentals: 310 hours x 3rd year rate		310	310
	Total part-time hours	5,458	5,042

Employee Benefits	Sub	\$ 86,148	\$ 92,485
F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability			

<b>Account 4714 - Contract Services</b>	<b>\$ 20,000</b>	<b>\$ 22,000</b>
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Field Supervisors and Referees:

<b>Account 4726 - Utilities</b>	<b>Total</b>	<b>\$ 119,000</b>	<b>\$ 119,000</b>
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Parks

<b>Account 4750 - Professional Services</b>	<b>Total</b>	<b>\$ 44,000</b>	<b>\$ 48,000</b>
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01 Umpires contracted through the ASA or USA Softball	32,000	36,000
02 Charge card fees	12,000	12,000

**Total Budgeted Expenditures \$ 569,886 \$ 521,485**

37



City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**06 - RECREATION DEPARTMENT - GOLF COURSE**

<u>Account</u>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
0600-Salaries	302,557	324,790	307,092	361,500
0600-Employees' Benefits	82,723	93,155	93,745	105,000
0621-Uniforms & Allowance	726	1,000	1,000	1,000
0623-Postage & Printing	1,683	1,696	1,700	1,700
0626-Utilities	77,504	72,200	65,000	65,000
0627-Gasoline	7,762	15,000	18,000	18,000
0628-Merchandise	73,684	100,750	111,000	111,000
0629-Bldg., Maint., & Supplies	97,273	110,000	120,000	120,000
0630-Equipment Repairs	26,984	35,000	35,000	35,000
0632-Office Supplies & Maint.	2,290	3,500	4,000	4,000
0642-Dues, Travel, Training	3,559	4,080	4,100	3,850
0650-Professional Services	93,535	100,750	104,000	104,000
0654-Publicity	<u>6,974</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>
Total	777,254	869,921	872,637	938,050

**PERSONNEL SERVICES**

Full-time	\$152,636	181,993	164,295	173,500
Part-time	\$149,922	142,797	142,797	188,000
Overtime	<u>\$0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	302,557	324,790	307,092	361,500

**PERSONNEL SCHEDULE**

<u>Course Operations</u>		<u>Course Maintenance</u>	
Golf Clubhouse Manager	1.00	Golf Course Superintendent	1.00
Asst. Golf Clubhouse Manager	1.00	Golf Course Mechanic	0.00
Pro Shop Staff p/t	1.21	Golf Course Laborer	1.00
Cart Attendants p/t	1.95	Laborer p/t	0.73
Food & Beverage Staff p/t	<u>1.92</u>	Groundskeeper I p/t	<u>3.00</u>
Total	7.07	Total	5.73

	Full-time 4.00	
Total Personnel	<u><u>12.79</u></u>	Full-time Equivalent (Part-time) 8.79

38

## Golf Course Budget: 2019

2018

2019

Revenue	Total \$	615,000 \$	615,000
Account 12010 - Green Fees		235,000	235,000
Account 12210 - Cart Fees		200,000	200,000
Account 12500 - Pro Shop Sales		50,000	50,000
Account 12600 - Concession Sales and Fees		120,000	120,000
Account 12910 - Other Miscellaneous		10,000	10,000

### Expenditures

Account 0600 - Salaries & Benefits	Total \$	417,945 \$	466,500
Salaries - Full Time	Sub	\$ 161,993	\$ 173,500
Full-time Employees			
Golf Clubhouse Manager (reclassified from Grade 4 to Grade 5)		1	1
Assistant Golf Clubhouse Manager		1	1
Golf Course Superintendent		1	1
Golf Course Mechanic		1	0
Golf Course Laborer		0	1
Total full-time employees		4	4

Salaries - Part Time	Sub	\$ 162,797	\$ 188,000
Part- Time Hours			
Pro Shop Manager: 1 emp. x 29 hours x 52 weeks		1,508	1,508
Pro Shop Staff: 1 emp. x 34.5 hours x 29 weeks		870	1,000
Cart Attendants: 6 emp. x hours x 27 weeks		2,430	4,050
Groundskeeper I: 6 emp. x 40 hours x 26 weeks		4,680	6,240
Laborer: 1 emp. x 29 hours x 52 weeks		1,508	1,508
Food & Beverage Manager: 1 emp. x 29 hours x 34 weeks		952	986
Food & Beverage Attendant: 4 emp. x 30 hours x 25 weeks		2,000	3,000
Total part-time hours		13,948	18,292

Employee Benefits	Sub	\$ 93,155	\$ 105,000
F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability			

Account 0621 - Uniforms and Allowances	Total \$	1,000 \$	1,000
Full-time and part-time employees			

Account 0623 - Postage & Printing	Total \$	1,696 \$	1,700
Postage, Printing scorecards, signage, miscellaneous items			

39



## Golf Course Budget: 2019

<b>Account 0626 - Utilities</b>	<b>Total \$</b>	<b>72,200</b>	<b>\$</b>	<b>65,000</b>
Electric, Gas, Water, Sewer, Cable, Alarm (waste at no charge since Mar 2018)				
<b>Account 0627 - Gas and Oil</b>	<b>Total \$</b>	<b>15,000</b>	<b>\$</b>	<b>18,000</b>
Gasoline, oil, tires, fluids, lubricants, maintenance, parts, supplies, etc. for golf course vehicles and equipment.				
<b>Account 0628 - Merchandise</b>	<b>Total \$</b>	<b>100,750</b>	<b>\$</b>	<b>111,000</b>
<u>01 Merchandise Pro Shop</u>	Sub	<u>30,750</u>		<u>31,000</u>
<u>02 Merchandise Concession</u>	Sub	<u>70,000</u>		<u>80,000</u>
<b>Account 0629 - Building Maintenance and Supplies</b>	<b>Total \$</b>	<b>110,000</b>	<b>\$</b>	<b>120,000</b>
<u>00 Building Maintenance/Building Supplies</u>	Sub	<u>25,000</u>		<u>30,000</u>
Includes materials and supplies such as portable outhouse rental, pest control, minor maintenance supplies such as hardware, paint, caulk, plumbing, electrical materials and supplies, cleaning supplies, linens, backflow preventer inspection, and various other supplies. Includes replacement banquet tables as needed.				
<u>01 Building Maintenance/Course Supplies</u>	Sub	<u>85,000</u>		<u>90,000</u>
Includes materials and supplies such as sand, top soil, sod, seed, flags, ball washers, bag stand, cups, pesticides, fungicides, herbicides, fertilizers, and other supplies. Also includes materials and supplies such as pipe, fittings and other items necessary to maintain the course irrigation system. Includes soil testing and small equipment repairs and maintenance.				
<b>Account 0630 - Equipment Repairs</b>	<b>Total \$</b>	<b>35,000</b>	<b>\$</b>	<b>35,000</b>
Maintenance of course vehicles and equipment, including miscellaneous parts and supplies, tools, tire repairs, small engine parts and service, batteries, lights, radio work, upholstery, glass, etc.				
		35,000		35,000
<b>Account 0632 - Office Supplies and Printing</b>	<b>Total \$</b>	<b>3,500</b>	<b>\$</b>	<b>4,000</b>
Pens, paper and various office supplies.				
		3,500		4,000
<b>Account 0642 - Dues, Travel and Training</b>	<b>Total \$</b>	<b>3,830</b>	<b>\$</b>	<b>3,850</b>
GCSA dues - Golf Course Superintendent				
		375		395
MVGCSA dues				
		365		365
Course Supt.: PGA Show in San Antonio, Texas				
		1,500		1,500
Northwest Chamber of Commerce				
		240		240
Certification expenses				
		200		200
Mileage for in-town travel				
		500		500
VGM Club - purchasing cooperative membership				
		500		500
Metropolitan Amateur Golf Association				
		150		150

40

## Golf Course Budget: 2019

<b>Account 0650 - Professional Services</b>	<b>Total \$</b>	<b>100,750 \$</b>	<b>104,000</b>
<u>01 Miscellaneous</u>	Sub	<u>6,950</u>	<u>9,700</u>
Handicap Fees		1,000	1,000
Electric repair as needed		1,800	1,800
Tree removal		2,500	5,000
Hepatitis "A" Vaccinations		150	150
Operating Permits		1,500	1,750
 <u>02 Bank Fees</u>	 Sub	 <u>6,800</u>	 <u>7,300</u>
Bank and charge card fees		6,800	7,300
 <u>06 Cart Lease and Rentals</u>	 Sub	 <u>87,000</u>	 <u>87,000</u>
Cart Lease: 70,000 for the cart lease and 12,000 for property tax		82,000	82,000
Cart Rentals		5,000	5,000
 <b>Account 0654 - Publicity</b>	 <b>Total \$</b>	 <b>8,000 \$</b>	 <b>8,000</b>
Advertising in newspaper, magazine, radio, and other media.			

**Total Budgeted Expenditures \$ 869,671 \$ 938,050**

<b>Account 09-6106 - Capital Additions (Park Improvement Fund)</b>	<b>Total \$</b>	<b>65,000 \$</b>	<b>-</b>
<u>Golf Course Equipment</u>	Sub	<u>60,000</u>	<u>0</u>
New articulated tractor		29,000	0
PrecisionCut Trim and Surrounds Mower		31,000	0
 <u>Golf Course Improvements</u>	 Sub	 <u>5,000</u>	 <u>0</u>
Various tee, bunker, fairway renovations		5,000	0

41

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**48 - PUBLIC WORKS DEPARTMENT**

<u>Account</u>	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
4800-Salaries	2,427,119	2,409,143	2,596,000	2,493,090
4800-Employee's Benefits	950,667	1,012,796	1,063,194	1,029,921
4821-Uniforms & Allowance	6,850	8,900	9,900	9,900
4826-Utilities	100,991	96,000	110,000	110,000
4827-Gasoline	36,818	70,000	55,000	55,000
4832-Office Supplies & Maint.	21,421	24,000	24,000	24,000
4839-Ice/Snow Removal	1,678	112,000	0	115,000
4842-Dues, Travel, Training	19,599	27,000	37,495	37,495
4850-Professional Service	76,314	241,000	230,000	230,000
4851-Street Lighting	(1,088)	0	0	0
4875-Gasoline Control Account	<u>1,868</u>	<u>20,000</u>	<u>22,000</u>	<u>22,000</u>
Total	3,642,237	4,020,839	4,147,589	4,126,406

**PERSONNEL SERVICES**

Full-time	\$2,225,945	2,230,528	2,337,000	2,254,090
Part-time	\$115,875	129,115	169,000	169,000
Overtime	<u>\$85,299</u>	<u>49,500</u>	<u>90,000</u>	<u>70,000</u>
Total Personnel Services	2,427,119	2,409,143	2,596,000	2,493,090

42

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**48 - PUBLIC WORKS DEPARTMENT (CONTINUED)**

**PERSONNEL SCHEDULE**

Office of the Director

Director of Public Works	1.00
Executive Assistant	<u>1.00</u>
Total	2.00

Street Division

Street Superintendent	1.00
Permit/Inspection Clerk	1.00
Class "A" Foreman	1.00
Class "A" Person	2.00
Class "B" Person	2.00
Class "C" Person	3.00
Street Sweeper	1.00
Equipment Maintenance Supv.	1.00
Equipment Maint. Mechanic	2.00
Laborer p/t	0.73
Summer Laborers p/t	<u>1.15</u>
Total	15.88

Sewer Lateral

Permit/Inspection Clerk	1.00
Class "A" Person	1.00
Class "B" Person	1.00
Class "C" Person	<u>1.00</u>
Total	4.00

Engineering Division

City Engineer	1.00
Civil Engineer I	0.00
Engineering Intern p/t	0.00
Custodian	2.00
Custodian p/t	0.73
Chief Engineer	1.00
Building Maintenance	<u>2.00</u>
Total	6.73

Building Division

Building Commissioner	1.00
Plan Reviewer	1.00
Combination Comm. Inspector (new)	1.00
Multi-Building Inspector	7.00
Inspector/Code Enforcement	1.00
GIS/Permit Inspection Clerk (new)	1.00
Code Enforcement p/t	1.45
Lead Permit/Inspection Clerk	1.00
Permit/Inspection Clerk	7.00
Permit/Inspection Clerk p/t	0.73
Building/Housing Inspector p/t	<u>0.73</u>
Total	22.90

Total Personnel 51.50

Full-time 46.00  
Full-time Equivalent (Part-time) 5.50

43

**Public Works: Building/Engineering/Street Budget 2019**

	<b>2018</b>	<b>2019</b>
<b>Account 4800 - Salaries &amp; Benefits</b>	<b>\$ 3,421,939</b>	<b>3,523,011</b>
<b>Salaries - Full-Time</b>	<b>Sub Total</b>	
	<b>\$ 2,230,528</b>	<b>\$ 2,254,090</b>
Full-Time employees		
Director of Public Works	1	1
Executive Assistant	1	1
City Engineer	1	1
Building Commissioner	1	1
Plan Reviewer	1	1
Combination Commercial Inspector (new position)	0	1
Multi-Building Inspector	7	7
Code Enforcement Inspector (add two)	1	1
GIS / Permit inspection Clerk (New Position)	0	1
Lead Permit Inspection Clerk	1	1
Permit Inspection Clerk	10	9
Street Superintendent	1	1
Class "A" Foreman	1	1
Class "A" Person	3	3
Class "B" Person	3	3
Street Sweeper	1	1
Class "C" Person	4	4
Equipment Maintenance Supervisor	1	1
Equipment Maintenance Mechanic	2	2
Chief Engineer	1	1
Building Maintenance	2	2
Custodian I	2	2
<b>Total full-time employees</b>	<b>45</b>	<b>46</b>

**Salaries - Part-Time** Sub Total \$ 129,115 \$ 169,000

**Part-Time Hours:**

Bldg./Housing Inspector: 1 ea @ 52 weeks @ 29 hrs/week	1,508	1,508
Code Enforcement: 2 ea @ 52 weeks @ 29 hrs/week	3,016	3,016
Permit Inspection Clerk: 1 ea. @ 52 weeks @ 29 hrs/week	1,508	1,508
Laborer: 1 ea. @ 52 weeks @ 29 hrs/week	1,508	1,508
Summer Laborer: 4 ea. @ 15 weeks @ 40 hrs/week	0	2,400
Custodian: 1 ea. @ 52 weeks @ 29 hrs/week	<u>1,508</u>	<u>1,508</u>

**Total Part-time hours** 9,048 11,448

**Overtime**

Sub Total \$ 49,500 \$ 70,000

Street Department: snow removal, storm damage, tree removal, street flooding, some street work, Saturday mechanics, special projects, emergencies, festivals, etc.

Building Division: inspections, Boards and Commission meetings, public hearings, additional scheduling and data entry duties by clerical staff; Police and Fire call outs, night & weekend inspections, office work in general, and emergencies.

44



## Public Works: Building/Engineering/Street Budget 2019

Engineering Division: 1) Street work surveying, layout, contractor supervision, commission meetings, office work in general and emergencies and 2) Start up and shut down of pools, ice and roller rink, special events/festivals, HVAC emergency call outs, electric power outages and managing construction projects.

Transportation Division: special events.

Employees' Benefits	Sub Total	\$ 1,012,796	\$ 1,029,921
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			

<b>Account 4821 – Uniforms &amp; Safety Shoes</b>	<b>Total</b>	<b>\$ 8,900</b>	<b>\$ 9,900</b>
Clothing allowance for all Full-time and Part-time employees		8,400	9,300
T-Shirts for full-time, part-time and seasonal field employees and City logo shirts for City Engineer, Building Commissioner, Plan Reviewer and Director		500	600

<b>Account 4826 – Utilities</b>	<b>Total</b>	<b>\$ 96,000</b>	<b>\$ 110,000</b>
Electric, natural gas, water, sewer, phone, trash collection, cable TV, etc. Includes City Hall, Government Building, Sign Shop and City Garage			

<b>Account 4827 – Gasoline</b>	<b>Total</b>	<b>\$ 70,000</b>	<b>\$ 55,000</b>
Major/Minor Construction Equipment, trucks, buses, vehicles and tools in Public Works and Transportation Departments ... Fuel, oil, lubrication, and hydraulic fluids costs are forecasted to remain high ... includes inspector vehicles added to fleet ... Fuel pump and tank repairs and maintenance			

<b>Account 4832 – Printing &amp; Office Supplies</b>	<b>Total</b>	<b>\$ 24,000</b>	<b>\$ 24,000</b>
Supplies for City Hall, garage and transportation operations Photos, film and developing Printing, copy paper, printer ink cartridges, drafting supplies, supply closet Printing of new residential "Welcome" packages Printing of educational flyers for permits, residential and commercial guides Code books/code update subscription services/NFPA Equipment repairs and replacement (file cabinets, lamps, chairs, copier, computers, monitors, printers, cameras, typewriters, tables, iPads, etc.) Miscellaneous batteries, computer supplies, software, publications, etc. St. Louis County property records, maps and reports ... Inspection sheets, permits, door tags Minimum housing letters/envelopes, etc. Computer software and software updates			

<b>Account 4839 – Ice/Snow Removal</b>	<b>Total</b>	<b>\$ 112,000</b>	<b>\$ 115,000</b>
Salt: 1,454 Tons @ \$70.00/Ton = \$101,800		101,800	102,000
Calcium Chloride: 15,000 Gals. @ \$0.85/Gal.= \$10,200		10,200	13,000

45



**Public Works: Building/Engineering/Street Budget 2019**

<b>Account 4842 – Dues/Travel/Training</b>	<b>Total \$</b>	<b>27,000</b>	<b>\$ 37,495</b>
<u>Dues</u>	Sub	<u>3,766</u>	<u>4,055</u>
Director: Missouri Society of Prof. Engineers (\$212), Engineers Club (\$180), APWA Local & International (\$206) , PE Registration (\$35), ASFPM (\$180)		561	813
City Engineer: Engineers Club (\$180), APWA Local & International (\$206)		349	386
Building Commissioner: ICC (\$240), MABOI (\$40), SLACE (\$35), AIA (\$551)		866	866
Building Inspectors: MABOI (10 @ \$40), ICC (10 @ \$35), SLACE (10 @ \$35)		1,100	1,100
Plan Reviewer: MABOI (\$40), IAEI (\$120), SLACE (\$35), ICC (\$35)		230	230
Street Superintendent: APWA Local & International (\$169), ISSA (\$130)		260	260
Chief Engineer: Asbestos Certification Renewal, Stationary Engineer's License Fee		400	400
	Sub	<u>10,994</u>	<u>18,000</u>
<u>Travel</u>			
Plan Reviewer, P/T Inspector, Bldg. Commissioner, Director, City Engineer, and others ... less Inspector vehicles ...			
	Sub	<u>12,240</u>	<u>15,440</u>
<u>Training</u>			
Director: Area Conferences and Seminars ...		400	400
APWA Conference and Equipment Show...		1,800	1,800
City Engineer: GIS, APWA and Area Seminars ...		800	800
Civil Engineer I: Local Seminars and Area Conferences ...		0	500
Building Commissioner: Area Code Conferences/Seminars, MABOI Fall Conference ...		1,300	1,300
Plan Reviewer: Area Code Conferences and Seminars, MABOI Fall Conference ...		1,300	1,300
Chief Engineer & Staff: Area Seminars, Conferences and Asbestos Classes/Certifications		800	900
Street Superintendent: Area Seminars		400	400
Street Personnel/Mechanics: Area Conferences		800	800
Building Inspectors: MABOI Fall Conference (3 @ \$680)		2,040	2,040
Area Code Seminars (3 @ \$400)		1,200	1,200
P/T Inspectors: Area Seminars		400	400
Exec. Asst. & Clerical Staff: Personal development classes		400	3,000
Computer & iPad Classes/Training		600	600

46

**Public Works: Building/Engineering/Street Budget 2019**

<b>Account 4850 – Professional Services</b>	<b>Total</b>	<b>\$ 241,000</b>	<b>\$ 230,000</b>
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Public Works Database rebuild and reconfiguration - cost estimated at \$200,000

Materials Testing

Traffic Consultation

Miscellaneous Public Works projects - design services

Testing of fire sprinkler systems and backflow preventers

Weather Service for Winter Storms \$3,200

Pedestrian Traffic Signal Maintenance and Repair by St. Louis County

<b>Account 4875 – Gasoline Control Account</b>	<b>Total</b>	<b>\$ 20,000</b>	<b>\$ 22,000</b>
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**Total Budgeted Expenditures \$ 4,020,839 \$ 4,126,406**

47

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**49 - POLICE DEPARTMENT**

<u>Account</u>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
4900-Salaries	7,093,388	8,020,928	8,044,235	8,044,235
4900-Employee's Benefits	2,619,562	2,934,979	2,649,121	2,649,121
4914-Residency Incentive Program	0	0	31,200	0
4921-Uniforms & Allowance	89,775	99,948	93,500	93,500
4924-Telephone	0	0	0	0
4926-Utilities	50,055	62,500	62,500	62,500
4927-Gasoline	146,930	256,500	256,500	256,500
4929-Bldg., Maint., & Supplies	95,331	72,000	72,800	72,800
4930-Equip. Repair-Vehicle	77,359	61,800	65,200	65,200
4932-Office Supplies & Maint.	37,476	42,000	49,000	49,000
4933-Copy Equip. Rental & Supply	16,908	22,000	23,500	23,500
4934-Communication Service	278,578	326,000	380,200	380,200
4935-Armory Supplies & Guns	5,673	32,100	38,100	38,100
4942-Dues, Travel, Training	82,139	87,300	103,700	103,700
4950-Professional Service	0	0	0	0
4955-Insurance	0	0	0	0
4961-Capital Adds (will budget based on forfeitures)	118,108	197,610		
4975-Gasoline Control Account	<u>(2,611)</u>	<u>65,000</u>	<u>65,000</u>	<u>65,000</u>
Total	10,708,670	12,280,665	11,934,556	11,903,356

**PERSONNEL SERVICES**

Full-time	\$ 6,494,659	\$ 7,334,821	\$ 7,025,000	\$ 7,025,000
Holiday Pay {in addition to 40 hr paid week}	\$ -	\$ -	\$ 261,000	\$ 261,000
Part-time	\$ 203,910	\$ 377,107	\$ 423,235	\$ 423,235
Overtime	<u>\$ 394,819</u>	<u>\$ 309,000</u>	<u>\$ 335,000</u>	<u>\$ 335,000</u>
Total Personnel Services	\$ 7,093,388	\$ 8,020,928	\$ 8,044,235	\$ 8,044,235

48

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**49 - POLICE DEPARTMENT (CONTINUED)**

**PERSONNEL SCHEDULE**

Office of the Chief

Chief of Police	1.00
Administrative Assistant	<u>1.00</u>
Total	2.00

Bureau of Support Services

Major	1.00
Sergeant	1.00
Police Officer	4.00
IT Director	0.50
IT Manager	1.00
Dispatcher	9.00
Dispatcher p/t	2.90
Administrative Assistant	1.00
Clerk Typist	3.00
Class "C" Person	1.00
Custodian p/t	<u>0.73</u>
Total	25.13

Bureau of Field Operations

Captain	1.00
Lieutenant	5.00
Sergeant	6.00
Police Officer	58.00
Reserve Officer p/t	5.08
Clerk Typist	<u>1.00</u>
Total	76.08

Bureau of Investigations

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

Total Personnel

121.20

Full-time 112.50

Full-time Equivalent (Part-time) 8.70

49

Florissant Police Department  
Fiscal Year 2019 Budget

**Police Department Budget: 2019**

		<u>2018</u>	<u>2019</u>
<b>ACCOUNT 4900: SALARIES &amp; BENEFITS</b>	<b>Total</b>	<b>\$ 10,955,907</b>	<b>\$ 10,693,356</b>
Full-time Salaries (including holidays)		\$ 7,334,821	7,025,000
Holiday Pay over 40 hr wk			\$ 261,000
Overtime		\$ 309,000	\$ 335,000
Part-time Salaries		\$ 377,107	\$ 423,235
Total Salaries		\$ 8,020,928	\$ 8,044,235
Employees' Benefits	Sub Total	<u>\$ 2,934,979</u>	<u>\$ 2,649,121</u>
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			

FULL-TIME EMPLOYEES			
	<u>2018</u>	<u>2019</u>	
	1.0	1.0	Chief of Police
	1.0	1.0	Major
	2.0	2.0	Captains
	5.0	5.0	Lieutenants
	9.0	9.0	Sergeants
	71.0	72.0	Police Officers
	0.0	0.0	Police Officer Grant Positions (Unfilled)/Academy Recruit
	0.5	0.5	Information Technology Director (wage split with IT Dept.)
	0.0	0.0	Information Technology Administrator
	1.0	1.0	Information Technology Manager (new position)
	2.0	2.0	Administrative Assistant (one additional position)
	5.0	4.0	Clerks Typists (one less position)
	0.0	0.0	Custodian (position eliminated)
	1.0	1.0	Class "C" Position
	6.0	5.0	Corrections
	<u>9.0</u>	<u>9.0</u>	Dispatchers
	113.5	112.5	TOTAL FULL-TIME EMPLOYEES

Information Technology Director: New position to oversee all information technology operations for the city. Wages will be split between the Police Department and the Information Technology Department.

Custodian: Proposed change to eliminate the Custodian position and add one Class "C" position to handle the job duties currently being handled by the Custodian .

50

Florissant Police Department  
Fiscal Year 2019 Budget

**PART-TIME EMPLOYEES**

Reserve Officers: The City has hired part-time Police Officer/Rangers to patrol the city parks. These part-time Officers are fully commissioned police officers working 29 hours a week. The Officers will patrol the city parks, recreation centers and nature lodge enforcing the ordinances and keeping the peace. The budget reflects the total number of hours requested without limiting the number of actual part-time Park Police Officers needed in order to maximize the utility of the part-time Park Police Officers. Request to increase hours for one more part time park police officer. Additional 1,508 hours

Part-time Dispatchers: Allows for better scheduling and helps save overtime paid to full-time dispatchers. These hours help to reduce the amount of paid overtime needed to cover vacations, illnesses, training, and other uncovered shifts in the schedule. The budget reflects the total number of hours requested without limiting the number of actual part-time dispatchers needed in order to maximize the utility of the part-time dispatchers.

<u>2018</u>	<u>2019</u>	
-	-	Dispatchers: 116 hours/week x 52 weeks = 6,032 hours
1	1	Custodian: 1 x 29 hours/week x 52 weeks = 1,508 hours
6	based on hours	Reserve Officers (Police Park Rangers and Bailiffs): 203 hours/week x 52 weeks = 10,556 hours
6,032	6,032	Dispatcher hours
1,508	1,508	Custodian hours
<u>9,048</u>	<u>10,556</u>	Reserve Officer hours
16,588	18,096	<b>TOTAL PART-TIME HOURS</b>

**OVERTIME**

<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 230,000	\$ 256,000	General Overtime
\$ 20,000	\$ 20,000	DEA Reimbursed Overtime
\$ 20,000	\$ 20,000	FBI Reimbursed Overtime
\$ 39,000	\$ 39,000	Grant Reimbursed Overtime
\$ -	-	Mid-Year Appropriation
<u>\$ 309,000</u>	<u>\$ 335,000</u>	<b>TOTAL</b>

Overtime funding for 2019 reflects the following items.

**General Overtime:** This overtime includes court appearances and court security; investigation of serious crimes; unusual occurrences; holiday foot patrols; surveillances; special details including the Valley of Flowers Festival, Fourth of July Program, Old Town Fall Festival, the Veteran's Parade; and staffing vacation and sick-time relief, especially in communications. We will continue to utilize compensatory time in lieu of overtime where possible.

**DEA Reimbursed Overtime:** The Department has one detective assigned to the U. S. Drug Enforcement Administration's St. Louis Drug Task Force. The task force agreement requires that the detective be paid a fixed overtime differential that is reimbursed to the City by the DEA. This item is adjusted based on the salary of the officers assigned

**FBI Reimbursed Overtime:** The Department was able to place one Detective in this violent crime task force. The task force agreement requires that the detective be paid a fixed overtime differential that is reimbursed to the City by the FBI. This item is adjusted based on the salary of the officers assigned

**Grant Reimbursed Overtime:** The Department has received traffic grant awards for overtime projects for 2018.

51



Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 4921: UNIFORMS
------------------------

<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 18,500	\$ 18,500	Uniform Cleaning & Repair
\$ 51,000	\$ 54,000	Uniform Purchase & Replacement
\$ 16,000	\$ 16,000	Detective Clothing Allowance
\$ 4,500	\$ 5,000	Badge Replacement and Repair
		Ballistic vests awarded through a Local Law Enforcement Block
<u>\$ 9,948</u>	<u>\$ -</u>	Grant
\$ 99,948	\$ 93,500	TOTAL

Uniform Cleaning & Repair: The department provides dry cleaning of uniforms and detective clothing. No increase for 2019.

Uniform Purchase & Replacement: This covers the cost of replacing uniforms and body armor. A United States Department of Justice BVP 50/50 match grant was awarded in 2018 but no funds have been awarded to the Department for 2019. New grants have been applied for. However, it is unknown as to whether the department will receive those. A \$ 3,000 increase for 2019 is requested.

Detective Clothing Allowance: No increase is requested for 2019.

Badge Replacement and Repair: These funds provide for the repair and replacement of badges. Requested increase of \$500 for 2019.

ACCOUNT 4926: UTILITIES
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<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 42,000	\$ 42,000	Electricity
\$ 11,000	\$ 11,000	Natural Gas
\$ 5,000	\$ 5,000	Water
\$ 2,500	\$ 2,500	Sewer
<u>\$ 2,000</u>	<u>\$ 2,000</u>	Trash
\$ 62,500	\$ 62,500	TOTAL

Utilities: This account reflects the various utilities used by the police department. No Increase for 2019

Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 4927: GASOLINE
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	<u>2018</u>	<u>2019</u>	LINE ITEM
\$	255,000	\$ 255,000	Gasoline
\$	1,000	\$ 1,000	Pump Repair
\$	500	\$ 500	Pump Inspections
\$	256,500	\$ 256,500	Total

Gasoline: The cost of regular unleaded gasoline may fluctuate dramatically. The average cost is currently around \$2.30 for 2019. At this time it is anticipated that current funding is sufficient.

ACCOUNT 4929: BUILDING and JAIL MAINTENANCE
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	<u>2018</u>	<u>2019</u>	LINE ITEM
\$	1,500	\$ 1,500	Rug Rental
\$	500	\$ 500	Fire Extinguisher Service
\$	21,500	\$ 21,500	Prisoner Supplies
\$	8,000	\$ 8,000	Janitorial Supplies
\$	500	\$ 800	Pest Control
\$	37,500	\$ 37,500	Building Repairs (HVAC/ Electrical/Plumbing)
\$	2,500	\$ 3,000	Furniture and Fixtures
\$	72,000	\$ 72,800	Total

Rug Rental: This item reflects the rental cost of runners and rugs for slip and fall protection. No increase for 2019.

Fire Extinguisher Service: This item reflects the annual inspection, service and if necessary, replacement of fire extinguishers in the police department headquarters. No increase for 2019.

Prisoner Supplies: This item covers the cost of prisoner meals and medications as well as the periodic replacement of jumpsuits, mattresses and blankets. No increase for 2019.

Janitorial Supplies: This item includes the supplies necessary to clean and maintain the police building including janitorial supplies, paint, hardware, and miscellaneous small repair parts. Based on the increasing level of maintenance required to maintain an aging building. No increase for 2019.

Pest Control: This item covers the cost of our monthly pest control service. Increase of \$300.00 2019.

Building Repairs: These funds cover the costs associated with both routine and emergency maintenance of electrical, mechanical, plumbing, and the heating and cooling systems of the 36 year old police building. There is constant maintenance, painting, replacing of flooring, ceiling tiles and a number of light fixtures throughout the building. No increase for 2019.

Furniture and Fixtures: This item covers the cost of miscellaneous furniture and fixtures of a minor nature that require replacing as needed. Increase of \$500.00 for 2019.

53

Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 4930: VEHICLE MAINTENANCE & REPAIRS
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	<u>2018</u>	<u>2019</u>	LINE ITEM
\$	4,800	\$ 4,800	Vehicle Washes
\$	45,000	\$ 45,000	Vehicle Repair
\$	800	\$ 800	First Aid Supplies
\$	600	\$ 600	Fire Extinguisher Service
\$	2,000	\$ 2,000	Flares
\$	600	\$ 600	Inspections & Licenses
\$	-	\$ 1,400	Radar Certification
\$	<u>8,000</u>	<u>\$ 10,000</u>	Miscellaneous Vehicle Parts
\$	61,800	\$ 65,200	TOTAL

Vehicle Washes: This line covers the cost of regular washes and periodic detailing of police vehicles. It also covers decontamination of blood or other biohazards that occur. No increase for 2019.

Vehicle Repair: This line covers the cost to repair vehicles resulting from crashes, including repairs to windshields and other repairs not normally made by the City garage. Due to changes to accounting procedures, more funds have been appropriated into this line item in FY 2017 to cover vehicle accidents. No increase is requested for 2019.

First Aid Supplies: This item covers the cost of first aid supplies including bandages, rubber gloves, breathing airways, and hand sanitizers. No increase for 2019.

Fire Extinguisher Service: This item covers the recharging or replacement of fire extinguishers carried in the police vehicles. No increase for 2019.

Flares: This covers the cost of flares used for controlling traffic at crashes and road closures. No increase for 2019.

Inspections & Licenses: This is the cost of titling all department vehicles as well as the inspection and licensing of unmarked vehicles. No increase for 2019.

Radar Certification: The cost associated with annual Radar Certification for all devices

Miscellaneous Vehicle Parts: The item covers the cost of replacing graphics on cars, replacing lost wheel covers, replacement weapons racks or radio mounts, and other miscellaneous repair parts for vehicles and bicycles. We found this year that none of the prior radio mounting equipment, computer mounts or gun racks fit in the new police vehicles, forcing the department to purchase these items for every new vehicle. Increase of \$2,000 for 2019.

54



Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 4932: OFFICE AND EVIDENCE SUPPLIES
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<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 3,000	\$ 3,000	Citations and Mobile Printer Paper
\$ 9,000	\$ 10,000	Computer/Server/Soft ware/Printer Parts and Repairs
\$ 1,500	\$ 1,500	Crime Prevention Supplies
\$ 10,000	\$ 15,000	Evidence Supplies
\$ 1,000	\$ 1,000	Microfilm Reader Maintenance Agreement
\$ 500	\$ 500	Drug Test Kits
\$ 15,000	\$ 16,000	Office Supplies
\$ 1,000	\$ 1,000	Intoxilyzer Repair and Supplies
\$ 1,000	\$ 1,000	Printing Services
\$ 42,000	\$ 49,000	TOTAL

Citations and Mobile Printer Paper: This reflects the cost of having citation and warning books printed to state requirements. Most citations are now generated on the mobile computers and this item also covers the cost of thermal printer paper used to print the violator's copy of citations on the mobile computers. No increase for 2019.

Computer/Printer Parts and Repairs: This covers the cost of repairing or purchasing replacement parts for computers, printers and other small office machines. Increase \$1,000 for 2019.

Crime Prevention Supplies: This line funds the cost of public relations, educational materials and promotional items for the department. No increase for 2019.

Evidence Supplies: This covers the cost of crime scene processing supplies such as fingerprinting materials, photographic media and replacement of filters and parts on technical equipment in the processing room. To replace ageing equipment used to process crime scenes. An increase of \$5,000 for 2019.

Microfilm Reader Maintenance Agreement: This is an annual maintenance and service agreement for the Record Room microfilm reader. No increase for 2019.

Office Supplies: There have been increases in supply costs. We carefully monitor consumption. Increase of \$1,000 for 2019.

Intoxilyzer Repair and Supplies: This includes the costs of maintenance and equipment for the alcohol breath testing instrument. No increase for 2019.

Printing Services: This includes the costs for printing flyers and brochures that cannot be printed in-house. No increase for 2019.

55

Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 4933: COPIER EQUIPMENT AND SUPPLIES

<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 8,000	\$ 8,000	Copier Lease/Supplies
\$ 11,500	\$ 13,000	Printer Management Lease Toner and Supplies
\$ 2,500	\$ 2,500	Paper and Toner
\$ 22,000	\$ 23,500	TOTAL

Copier Lease: This item covers the cost of leasing and maintaining the department's one copying machine and all of the computer printers located throughout the department. No Increase for 2019.

Printer Management Lease: This item covers the continued Maintenance/Repair/Toner of all printers located with in the department. Increase of \$1,500 2019.

Paper and Toner: This item covers the cost of toner for the copier and paper used for the department's one copying machine and all of the computer printers located throughout the department. No increase for 2019.

ACCOUNT 4934: COMMUNICATIONS SERVICES

<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 7,500	\$ 8,000	CCTV Maintenance Agreement and Repair
\$ -	\$ 40,000	In Car Video Annual Maintenance
\$ 14,000	\$ 14,000	Radio Repair & Maintenance
\$ 2,000	\$ 2,000	Existing
\$ 125,000	\$ 125,000	REJIS Subscription & Network Charges
\$ 2,000	\$ 2,000	REJIS Record Checks for Human Resources
\$ 20,000	\$ 25,000	Wireless Data Service for Patrol Vehicles.
\$ 30,000	\$ 30,000	REJIS Professional Services
\$ 40,000	\$ 41,000	Omnigo CAD Computer Aided Dispatch/Mobil/GPS System
\$ 20,000	\$ 20,000	Global RMS and Computer Services
\$ 2,000	\$ 2,000	Audiolog Maintenance Agreement
\$ 13,000	\$ 13,000	Live Scan System Maintenance Agreement
\$ 9,000	\$ 12,000	Speed Warning Systems Data Package/ Repair Parts
\$ 1,000	\$ 1,000	Liberty Interview Systems
\$ 5,000	\$ 5,000	Dictation System Maintenance Agreement
\$ 4,000	\$ 4,000	Investigative Databases
\$ 7,500	\$ 7,500	Evidence-On-Q Software Maintenance Agreement
\$ 2,200	\$ 2,200	Oceans Systems Maintenance Agreement
\$ 2,000	\$ 2,000	Walkie-Talkie Battery Replacement
\$ 1,000	\$ 1,000	CellBrite Investigation Maintenance Agreement
\$ 2,200	\$ -	Illegal Sign Project support software and auto dialer
\$ 4,000	\$ 4,000	PlanIT Scheduling Software Maintenance Agreement
\$ -	\$ 5,500	LPR Maintenance Agreement
\$ 5,100	\$ 6,500	Power DMS Systems Maintenance Agreement
\$ 7,500	\$ 7,500	RCCEG Forensic Computer Analysis
\$ 326,000	\$ 380,200	TOTAL

Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 4934: COMMUNICATIONS SERVICES (con't)

Closed Circuit TV Maintenance Agreement: This item covers the 12 month service agreement that includes the server, software, monitors, and cameras for the police department's closed circuit TV system used to monitor the safety and security of the holdover and the perimeter of the building. Increase of \$500 for 2019.

In Car Video Annual Maintenance: The Annual Maintenance costs associated with the In Car Video System, equipment repair and associated parts.

Radio Repair and Maintenance: This item covers the cost of repair and service for the base radio system, mobile radios, emergency lighting, radar equipment, and the like. The department has a service agreement. No increase for 2019.

REJIS Subscription and Network Services: This is the cost for the Regional Justice Information Services (REJIS) used by the department to input and query arrest histories including the NCIC database, the Missouri Department of Revenue license and registration files and the regional mug shot system. Continue REJIS Professional Services. No increase for 2019.

Omnigo Computer Aided Dispatch System: The Department switched from Global CAD to Omnigo CAD in 2018. Increase of \$1000 for 2019.

Global RMS and Computer Services: This covers the maintenance and support of the Global Software for our records management, maintenance and system support on our Dell server. No increase for 2019

Audiolog Communications Recorder Maintenance and Support: This covers the cost of the department's service agreement to provide maintenance and support for the digital recorder and software used to record, archive and playback all radio and telephone lines in the communications center. No increase for 2019.

Live Scan Maintenance and Support: This is the annual maintenance agreement for the digital fingerprinting system that links the department with state and national fingerprint files. No increase for 2019.

Speed Warning Systems: The department has Nine speed warning units. These units are portable and can be moved to various locations throughout the city. The units provide the traffic unit with important data regarding speed and traffic volume. An increase of \$3,000 is requested for 2019.

Dictation System Maintenance and Support: This is the cost of the maintenance agreement for the dictation system used for the dictation and transcription of police reports. Based on the current agreement, this will be unchanged in 2019.

Investigative Databases: The Bureau of Investigation utilizes several investigative databases. The Accurant and Leads-on-Line services are priced based on investigative transactions. No increase for 2019.

Evidence-On-Q Software Maintenance Agreement: This covers the cost of maintaining the software used to barcode and track evidence and property. This cost also covers the department inventory tracking system. No increase for 2019

Oceans Systems Software and Maintenance and Support: This covers the cost of maintaining the software used to enhance and copy security videos to better identify suspects when utilizing video taped at crime scenes. No increase for 2019.



Florissant Police Department  
Fiscal Year 2019 Budget

**ACCOUNT 4934: COMMUNICATIONS SERVICES (con't)**

Walkie Talkie Battery Replacement: This covers the cost of periodically replacing batteries for officer's portable radios. No increase for 2019.

CellBrite Investigative Maintenance and Support: Investigative equipment used for cell phone down loading. No increase for 2019.

Illegal Sign Project Support: This is the computer software and dialing support needed for the illegal sign removal project. This system to be eliminated for 2019 as it is no longer useful.

PlanIT Scheduling Program: Software and maintenance agreement, No Increase for 2019.

LPR (License Plate Reader System) yearly maintenance agreement

Power DMS: CALEA Document and Training Management Program maintenance and support agreement, Increase of \$1,400 for 2019.

RCCEEG: Regional Computer Crimes Education and Enforcement Group: Used for the forensic analysis of computers for criminal investigations. No increase for 2019.

**ACCOUNT 4935: ARMORY SUPPLIES & GUNS**

2018	2019	LINE ITEM
\$ 12,000	\$ 14,000	Ammunition, Targets & Firearms Repairs
\$ 5,000	\$ 5,000	Less Lethal Munitions
\$ 1,000	\$ 5,000	Range Maintenance
\$ 13,500	\$ 13,500	Taser Replacement Program
<u>\$ 600</u>	<u>\$ 600</u>	Replacement of shot gun
\$ 32,100	\$ 38,100	TOTAL

Ammunition, Targets, and Firearms Repairs: This item covers the cost of ammunition used for both duty and semi-annual firearms training. It includes .40 caliber duty ammunition, .40 caliber practice ammunition, .223 caliber rifle ammunition, and 12 gauge shotgun ammunition. It also covers the cost of targets and range supplies as well as the small arms parts necessary to maintain the weaponry. An increase of \$2,000 for 2019.

Less Lethal Munitions: This item includes the on-duty and training cartridges for the Taser Electronic Control Devices, Oleoresin Capsicum (pepper spray) and the .12 gauge "bean bag" munitions. No increase for 2019.

Range Maintenance: This covers the annual cost for maintenance to the trailer and new indoor range at the Justice Center. Increase of \$4,000 for 2019.

Tasers: Numerous departments tasers were running out of warranty and useful-life. The Department switched to a more cost effective taser program which allowed the buy back of our old tasers, replacement of current tasers and extends the repair warranty. No increase for 2019.

Shotgun: The department has three shotguns manufactured in 1974 which need to be replaced. I recommend replacing 1 per year at a cost of \$600. The shot gun taken out of service will be retained and used for training.

58

Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 4942: DUES, TRAVEL, & TRAINING
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<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 16,000	\$ 16,000	St. Louis County & Municipal Academy
\$ 2,000	\$ 2,000	Police Canine Training
\$ 15,000	\$ 15,000	Training Seminars/Travel Expenses
\$ 7,500	\$ 7,500	Command Level Management Training
\$ 6,000	\$ 6,000	Organizational Memberships
\$ 1,000	\$ 2,000	Special/Liquor Investigations
\$ -	\$ 5,000	Surveillance Rental Car Account Fund
\$ 8,000	\$ 8,000	Training Materials and Computer Based Training
\$ 2,000	\$ 2,000	Chief's Expense Account
\$ 1,000	\$ 1,000	Miscellaneous Petty Cash
\$ 3,000	\$ 3,000	Canine Expenses
\$ 1,400	\$ 1,400	Major Case Squad Training
\$ 1,500	\$ 1,500	Random Drug Testing
\$ 1,600	\$ 1,600	Lab Testing for DWI and Forensic investigative cases
\$ 500	\$ 500	Valley of Flowers Festival Expense
\$ 1,000	\$ 1,000	Explorer Post
\$ 2,000	\$ 2,000	Polygraph Certification Conference
	\$ 1,400	CALEA Accreditation Manager Certification
\$ 2,000	\$ 2,000	CALEA Conference
\$ 2,000	\$ 2,000	IACP Conference
\$ 4,800	\$ 4,800	Accreditation Fees
\$ 500	\$ 500	Citizens Emergency Response Team, CERT
\$ 2,000	\$ 2,000	Police Fitness Trainer Recertification/Training
\$ -	\$ 2,500	Internal Affairs Investigation Training
\$ -	\$ 1,800	National Information Officers Association Conference
\$ -	\$ 1,700	Media/Public Relations Training
\$ -	\$ 3,000	Honor Guard Training
\$ 500	\$ 500	SRO program supplies
\$ 6,000	\$ 6,000	Community Outreach
<u>\$ 87,300</u>	<u>\$ 103,700</u>	TOTAL

St. Louis County & Municipal Police Academy: The department is a member of the County & Municipal Police Academy (CMPA) which provides recruitment and in-service training programs. No increase for 2019.

Police Canine Training: This covers the cost of in-service training for our four canine teams. No increase for 2019.

59



Florissant Police Department  
Fiscal Year 2019 Budget

**ACCOUNT 4942: DUES, TRAVEL, & TRAINING (con't)**

Training Seminars/Travel Expenses: This funds the training of officers and staff at locations other than the academy as well as the cost of transportation and lodging for out of town travel. No Increase for 2019.

Command Level Management Training Academy: For a Commander to attend one of the following management training institutions: FBI National Academy, Southern Police Institute or Missouri Police Chiefs Association Command College (MOPCA). No increase for 2019

Organizational Memberships: This line item includes the cost of memberships for our officers and staff in organizations that benefit the agency and the community. No increase for 2019.

Special Investigations Fund: These funds cover the cost of narcotics and liquor investigations as well as informant funds. We have an increase of overdose investigations. An increase for \$1,000 2019.

Surveillance Rental Car Account Fund: To establish a account fund so that during an investigation when a vehicle is needed for a surveillance, this vehicle can be obtained through a local car rental company

Training Materials and Computer Based Training: This item provides funding for computer based legal training. The city's liability insurance carrier recognizes the value of this each year with premium rebates that offset much of the cost of the training. No increase for 2019.

Chief's Expense Account: This line is used to fund meetings and various incidental expenses relative to my position. No Increase for 2019.

Canine Expenses: The department has four canine teams and this item covers food, equipment and supplies necessary to insure the care and training of the four animals. No increase for 2019.

Major Case Squad Training: The funding covers the membership and training of our officers in the Major Case Squad of Greater St. Louis. No increase for 2019.

Random Drug Testing: The city contracts for random drug screening of all sworn officers and civilian employees as well as reserve officers. In addition to the actual testing, the contractor arranges the random draw. No increase for 2019.

Laboratory Testing for DWI and Forensic Investigative Cases: The department has an agreement with a local provider for the forensic analysis of samples in investigations. No increase for 2019.

Valley of Flowers Festival Expenses: This expenditure is the cost of meals for officers working the fair grounds during the Valley of Flowers festival. No increase for 2019.

Explorer Post: This amount, combined with their fund raisers, covers the cost of our Explorer Scouts to attend the national conference. No increase for 2019.

Polygraph Certification Conference: The department has two certified polygraph examiners who must attend bi-annual certification by the American Polygraph Association. One examiner attends each year. No increase for 2019.

CALEA Accreditation Manager Certification: CALEA requires that each agency have a Accreditation Manger that is certified. The department would like to send two officers through this online training.

CALEA & IACP Conference: These conferences provide valuable information on new technology, legal issues and training on many issues concerning law enforcement and the community. No Increase for 2019.

60

Florissant Police Department  
Fiscal Year 2019 Budget

**ACCOUNT 4942: DUES, TRAVEL, & TRAINING (con't)**

Accreditation Fees: The department received it's Sixth consecutive three year accreditation by CALEA in 2016. Accreditation has resulted in a discount in our liability insurance premium, more than offsetting the accreditation fees. No Increase for 2019.

CERT Training: This expenditure is the cost of training materials and equipment necessary for the Citizen Emergency Response Team (CERT). No increase for 2019.

Training for Polygraph Examiner: This training is to certify a member of the department as a certified Polygraph Examiner. No funds need for 2019

Internal Affairs Investigations Training: To send investigators to FBI LEEDA training on conducting internal affairs investigations.

National Information Officers Association Conference: Training conference for public information officers on topics and events from throughout the United States

Media/Public Relations Training: FBI-LEEDA PIO Training class for Department PIO Officer

Honor Guard Training: To send to officers to the National Honor Guard Training Academy to receive professional training for the Department Honor Guard Unit.

SRO Program Supplies: This expenditure covers miscellaneous materials and supplies for the School Resource Officers. No increase for 2019.

Community Outreach: This item will be used for community outreach programs that will foster positive law enforcement relationships with the youth and general public. No increase for 2019.

**ACCOUNT 4961: CAPITAL ADDITIONS (General Fund - Asset Forfeiture)**

<u>2018</u>	<u>2019</u>	
\$ 197,610	\$ -	TOTAL

These Capital Additions are appropriated utilizing asset forfeiture revenues as received during the fiscal year.

**ACCOUNT 4975: GASOLINE CONTROL ACCOUNT**

<u>2018</u>	<u>2019</u>	LINE ITEM
\$ 65,000	\$ 65,000	Unleaded Gasoline Control Account
\$ 65,000	\$ 65,000	TOTAL

This is the account used only by the Finance Department to conduct internal transactions or cross charges between each department using the unleaded gasoline supply at the police department. All gasoline ultimately used by the police department is purchased under account 4927. No increase for 2019.

61



Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 17-6149: CAPITAL ADDITIONS (Public Safety Fund)
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<u>2019</u>		LINE ITEM
\$ 40,000		Drone (UAV)
\$ 35,000		Off Duty Weapons Purchase
\$ 20,000		Mobile Video Surveillance System
\$ 10,000		Portable Drug Incinerator
\$ 23,000		Upgrade to Microsoft Office 2019 all computers
\$ 35,000		Interviewrooms Recording Systems Replacement
\$ 50,000		Replacement Records Management System
\$ 80,000		Replacement of mobile car computers/printers/devices and related equipment.
\$ 25,000		Replacement of desktop computers and related items
\$ 60,000		Replace,upgrade and expand security cameras and equipment
\$ 12,000		Networking Infrastructure Upgrade
\$ 20,000		Replace Servers and related equipment.
\$ 18,500		Seven mobile Radar units for vehicles
\$ 75,000		3D Total Station with associated hardware,software
\$ 3,000		Door Breach Equipment Kits
\$ 5,500		Industrial Shelving for Evidence Room
\$ 25,000		Paint/Resurface Interior Doors and Frames Project
\$ 45,000		Replace/Overlay All Flooring in Building
\$ 38,000		Police Headquarters Fence
\$ 1,500		Binoculars for surveillance
\$ 6,000		Microfilm Reader Machine
\$ 20,000		Computer Systems Backup/Related security software
\$ 50,000		Upgrade/Reconfiguer both locker rooms in building
\$ 15,000		Continue Office reconfigure and work station update
\$ 712,500		TOTAL

Drone (UAV) : Purchase a Drone, related equipemnt and train department personnel. This is to be used for missing persons, major events and other events as needed.

Off Duty Weapons Purchase: The Department would purchase an off duty weapon for each officer. This purchase would provide each officer with a more conclerable weapon that can be carried when they are off duty as required.

Mobile Video Surveillance System: Cameras and related equipement. These cameras could be put up at locations for criminal activity or used at evnts to monitor conditions during the events. They can be monitored remotely.

Portable Drug Incinerator: to safely destroy illicit drugs and narcotics. The department is no longer allowed to use ofther incinerators as in the past to distroy drugs this will allow the destruction here at the station.

Upgrade to Microsoft Office 2019 on all computers.

62

Florissant Police Department  
Fiscal Year 2019 Budget

Interviewrooms Recording System Replacement: To install interviewroom recording system in the Replacement Records Management System: The Department needs to replace its Records Management System as the current vendor is stopping the support for the system and it is starting to fail.

Replacement Mobile Car Computers: The annual replacement of mobile car computers, printers, electronic devices, and related equipment. Many of the printers, docking stations and modeums along with all windows 7 computers need to be replaced to windows 10 to stay within state compliance.

Replacement of Desk Top Computers: The department utilizes 80 desk top personal computers and small servers through the station. These are used for everything from operating maps and radios, tracking evidence and storing photographs, to transcribing and retrieving reports. It is necessary to periodically update the computers and operating systems. To avoid a mass purchase of hardware and software in any one year, I propose a regular replacement cycle of one fifth of these computers each year. The computers will have to be updated to new windows 10 system to stay within state compliance

Replace, upgrade and expande security cameras and equipment: This project would upgrade security cameras and systems in the police headquarters building. This will also be expanded to other city buildings that currently need cameras ,which would allow them to be monitored by the police department after hours.

Networking Infrastructure Upgrade: Continuing the network cabling and switching project which was started in 2017. Continue to upgraded and replace in order for computers, phones and other related equipment to function properly. This project is will be completed in 2019

Replace Servers/laptops and related equipment: The department utilizes several servers that need to periodically upgraded or replaced.

(7) mobile radar units for vehicles: Used to monitor and control traffic on city streets. Units mounted in police vehicles are old and repair parts are no longer available.

3D Total Station associated hardware and software: To be used for the 3D diagramming of crime scenes and fatal crash scenes.

Door Breach Equipment: Door Breach Equipment Kit to be carried in supervisor vehicles to be used when needed to gain entry into building.

Industrial Shelving for Evidence Room: Shelving needed to better organize and store evidence

Paint/Resurface Interior Doors and Frames Project: To strip and repaint/resurface interior doors and frames in the building. Also purchahse new door hardware which is worn and is in need of replacing

Replace/Overlay all Flooring in Building: Replace/Overlay all flooring carpet and tile throughout building which is coming lose and finish is worn.

Police Headquarters Fence: To fence in the sides and rear area of the Police Headquarters property for the safety and security of the building

Binoculars for Surveillance: high quality Binoculars for surveillance and general duties

Microfilm Reader Machine Replacement: The Departments current microfilm machine is over 20 years old. It is need of repair and parts are no longer available.

Computer Systems Backup/Related Security Software: Hardware and Software maintenance for various backup systems. Need to go to a three level solution for better protection.

Locker Rooms Upgrade: The Department needs to Upgrade/Reconfigure both locker rooms located in the building. new lockers, plumbing and fixtures.

Police Building Offices: Several offices need to be reconfigured and the work stations updated.

63



Florissant Police Department  
Fiscal Year 2019 Budget

ACCOUNT 17-6149: CAPITAL ADDITIONS (Public Safety Fund - Vehicles)
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VEHICLES:

<u>2019</u>	
\$ 234,500	Purchase of seven new vehicles and related equipment at \$33,500 each Purchase of one new Chevrolet Tahoe Police Vehicles and related equipment at 36,000.
\$ 36,000	
\$ 36,000	Purchase of one new full size pick up truck at 36,000.
\$ -	Trade in value of eight patrol vehicles - those vehicles in reasonably good shape will be retained and utilized in other departments
\$ 19,800	Radio/Emergency equipment installation at \$2,200 each for nine new vehicles.
<u>\$ 326,300</u>	Net Cost of New Vehicles

Vehicle Replacement: The department has a fleet of 45 automobiles ranging in age from 2010 to 2018. In 2019 we need to replace nine Police vehicles.

Radio/Emergency Equipment: I am requesting \$19,800 to cover the cost of installation of the radios and emergency equipment.

Trade-in Value: The eight vehicles taken out of service will not be disposed of unless they are deemed to be in extremely poor condition. The vehicles will be transferred to other city departments in an effort to maximize the city's investment in these vehicles.

	<u>2018</u>	<u>2019</u>
<b>Total Budgeted Expenditures</b>	<b>\$ 12,280,665</b>	<b>\$ 11,903,356</b>

64

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**MEDIA DEPARTMENT**

<u>Account</u>	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
7000-Salaries	\$ 120,491	\$ 131,042	\$ 103,000	\$ 102,000
7000-Employees' Benefits	\$ 41,748	\$ 45,202	\$ 51,547	\$ 51,472
7014-Contract Services	\$ -	\$ -	\$ 24,035	\$ 24,035
7030-Equipment Repair	\$ 732	\$ 3,000	\$ 3,000	\$ 3,000
7032-Office Supplies & Maint.	\$ 1,367	\$ 2,000	\$ 2,000	\$ 2,000
7033-Materials & Supplies	\$ 1,958	\$ 2,500	\$ 2,500	\$ 2,500
7042-Dues, Travel, Training	\$ 434	\$ 2,000	\$ 2,000	\$ 2,000
7050-Professional Service	<u>\$ 28,089</u>	<u>\$ 28,900</u>	<u>\$ 25,900</u>	<u>\$ 25,900</u>
Total	\$ 194,819	\$ 214,644	\$ 213,982	\$ 212,907

**PERSONNEL SERVICES**

Full-time	\$ 93,423	\$ 105,340	\$ 98,000	\$ 98,000
Part-time	\$ 23,680	\$ 24,035	\$ -	\$ -
Overtime	\$ 3,388	\$ 1,667	\$ 5,000	\$ 4,000
Contract Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 24,035</u>	<u>\$ 24,035</u>
Total Personnel Services	\$ 120,491	\$ 131,042	\$ 103,000	\$ 102,000

**PERSONNEL SCHEDULE**

Media/TV Station Manager	1.00	
Video Specialist	<u>1.00</u>	
Total	2.00	
		Full-time 2.00
Total Personnel	<u><u>2.00</u></u>	Full-time Equivalent (Part-time) 0.00

65

## Media Department Budget Request: 2019

	<u>2018</u>	<u>2019</u>
<b>Account 7000 - Salaries &amp; Benefits</b>	<b>Total \$ 152,209</b>	<b>\$ 153,472</b>
Salaries - Full-Time	Sub Total 105,340	98,000
Full-time Employees		
Media/TV Station Manager	1	1
Video Specialist	1	1
Total full-time employees	2	2
Salaries - Overtime	Sub Total 1,667	4,000
Benefits		
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability	Sub Total \$ 45,202	\$ 51,472
<b>Contract Services</b>	<b>\$ 24,035</b>	<b>\$ 24,035</b>
Council Meetings	Total 6,960	6,960
Director - \$75 @ 24 productions	1,800	1,800
Assistant Director - \$50 @ 24 productions	1,200	1,200
2 Camera Persons - \$45 @ 24 productions	2,160	2,160
Host - \$75 @ 24 productions	1,800	1,800
Valley of Flowers	Total 1,075	1,075
3 Videographers - @ \$125 each	200	200
Director - @ \$200	150	150
Asst. Director @ \$150	375	375
Audio Engineer @ \$150	150	150
2 Production/Office Assistants @ \$100	200	200
Additional Contract Help As Needed	Total 16,000	16,000
Location Videographer	5,000	5,000
Contract Editor	5,000	5,000
Contract Producer - special programs	6,000	6,000
<b>Account 7030 - Equipment Repair</b>	<b>Total \$ 3,000</b>	<b>\$ 3,000</b>
<b>Account 7032 - Office Supplies and Maintenance</b>	<b>Total \$ 2,000</b>	<b>\$ 2,000</b>
<b>Account 7033 - Materials and Supplies</b>	<b>Total \$ 2,500</b>	<b>\$ 2,500</b>
<b>Account 7042 - Dues, Travel and Training</b>	<b>Total \$ 2,000</b>	<b>\$ 2,000</b>
<b>Account 7050 - Professional Services</b>	<b>Total \$ 28,900</b>	<b>\$ 25,900</b>
Mailing costs for "Florissant Focus" - \$2,250 x 4 issues	7,500	9,000
Postage for 4 issues of the "Florissant Focus" x \$4,000 per issue	21,250	16,000
Electronic Bulletin Board Music	150	150
<b>Total Budgeted Expenditures</b>	<b>\$ 214,644</b>	<b>\$ 212,907</b>
<b>Account 0361 - Capital Additions (Capital Improvement Fund)</b>	<b>Total \$ -</b>	<b>\$ 80,000</b>
Council Chambers Video Broadcasting Upgrade & Closed Captioning Compliance	0	80,000

66

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**03 - CAPITAL IMPROVEMENT FUND**

	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
<b><u>REVENUE</u></b>				
Capital Improvement Sales Tax	\$ 3,454,415	\$ 3,500,000	\$ 3,642,700	\$ 3,642,700
Interest	\$ 12,821	\$ -	\$ -	\$ -
Grants & Reimbursements	<u>\$ 234,268</u>	<u>\$ 494,968</u>	<u>\$ 123,828</u>	<u>\$ 123,828</u>
Total Budgeted Revenue	\$ 3,701,504	\$ 3,994,968	\$ 3,766,528	\$ 3,766,528
			<u>\$ (3,619,900)</u>	<u>\$ (3,649,900)</u>
Less Total Budgeted Expenditure				
Equal Revenue Over/(Under) Expenditure			\$ 146,628	\$ 116,628
Plus Estimated Beginning Fund Balance			<u>\$ 363,688</u>	<u>\$ 363,688</u>
Equal Estimated Ending Fund Balance			\$ 510,316	\$ 480,316

**EXPENDITURES**

0320-Debt Payment	\$ 576,664	\$ 399,000	\$ 399,000	\$ 399,000
0329-Building Maint. & Supplies	\$ 59,754	\$ 68,500	\$ 70,000	\$ 70,000
0330-Equip. Repairs - Vehicles	\$ 179,441	\$ 155,000	\$ 150,000	\$ 150,000
0333-Materials & Supplies	\$ 71,943	\$ 100,000	\$ 110,000	\$ 110,000
0334-Street Markings	\$ 17,414	\$ 12,500	\$ 22,500	\$ 22,500
0339-Ice/Snow Removal	\$ 56,375	\$ -	\$ -	\$ -
0350-Professional Service	\$ 352,088	\$ 854,410	\$ 365,700	\$ 365,700
0351-Street Lighting	\$ 557,533	\$ 500,000	\$ 515,000	\$ 515,000
0352-Street Contracts	\$ 1,567,577	\$ 1,460,000	\$ 950,000	\$ 950,000
0353-Bridge Repair & Maint.	\$ 140	\$ 50,000	\$ 55,000	\$ 55,000
0354-Sidewalk Repairs	\$ 121,419	\$ 150,000	\$ 150,000	\$ 150,000
0361-Capital Additions	<u>\$ 849,831</u>	<u>\$ 585,334</u>	<u>\$ 832,700</u>	<u>\$ 862,700</u>
Total	\$ 4,410,179	\$ 4,334,744	\$ 3,619,900	\$ 3,649,900

Capital Improvement Fund Budget: 2019

2018

2019

<b>Account 0320 - Debt Payment</b>	<b>Total \$</b>	<b>399,000</b>	<b>\$</b>	<b>399,000</b>
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2011 Certificates of Participation: Principle, interest and misc. fees		44,000		44,000
2016 Special Obligation Bonds: Principle, interest and misc. fees		355,000		355,000

<b>Account 0329 – Building Maintenance &amp; Supplies</b>	<b>Total \$</b>	<b>68,500</b>	<b>\$</b>	<b>70,000</b>
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Janitorial Supplies for City Hall, Government Building and City Garage ...  
 HVAC maintenance and repairs at City Hall, Government Building and City Garage buildings: includes air-handler filters, belts, dryers, Freon, compressors, motors, bearings, replace emergency light batteries, roof Overhead door maintenance and repairs at City Garage, as needed  
 Garage hoist maintenance and repairs, fuel pump maintenance and repairs, waste disposal, as needed yearly ...  
 Carpet cleaning and new entryway mats; elevator maintenance contract ...  
 Miscellaneous building maintenance materials: lumber, nails, paint, glass, sealants, electrical and plumbing supplies, Christmas / Seasonal  
 1 each Vacuum Cleaner at \$1,100

<b>Account 0330 – Equipment Repairs – Vehicles</b>	<b>Total \$</b>	<b>155,000</b>	<b>\$</b>	<b>150,000</b>
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Includes maintenance of major equipment and trucks for the Street Department, minor pieces of equipment for the Street Department, Police Department cars, motorcycles, and equipment, Health Department, Park Department, and Golf Course vehicles and equipment ... also old police  
 Miscellaneous automotive parts and supplies, brakes, tune-up kits, tools, etc.  
 Tire repairs, purchase, service; dealer parts & service; small engine parts & service; heavy equipment parts, service & supplies; street sweeper parts & supplies; transmission parts, service & supplies; radio, radiator and A/C  
 Miscellaneous: mufflers, exhaust work, batteries, lights, radio work, upholstery, glass, parts, service and supplies, lubricants and fluids, towing,  
 Major equipment and vehicle repairs, accident repairs ...  
 Emission testing per Department of Natural Resources Clean air Regulations  
 Diagnostic equipment and software system updates ...

68



Capital Improvement Fund Budget: 2019

2018

2019

<b>Account 0333 – Materials &amp; Supplies</b>	<b>Total</b>	<b>100,000</b>	<b>110,000</b>
Concrete pavement replacement: ready mix, rock, expansion joint material, reinforcing steel, wire mesh, curing compound, plastic, dowels, etc. ...		70,000	70,000
Mudjacking: Portland Cement and Aggregate Lime ...		3,000	3,000
Asphalt pavement replacement: 200 tons surface mix, 200 tons curb mix, 150 tons black-crete, 1,500 gallons SS1H asphalt emulsion, other asphalt products and supplies ...		15,000	16,000
Crack sealing: 10,000 gallons Asphalt emulsion, 100 tons rock ...		2,500	5,000
Replacement chain saws, vibrators, minor tools and equipment ...		2,000	3,000
Miscellaneous: grass seed, fertilizer and sod; sand for sandblasting, lumber, nails, plastic, concrete saw blades and drill bits, traffic safety flagging, lights, rain gear, batteries, etc., barricades, barrels, lights, hand tools (brooms, shovels, rakes, etc.), ice (summer water coolers), fence materials, concrete form materials, pins, tie-rods, etc.; equipment and tool rental ...		7,500	13,000

<b>Account 0334 – Street Markings</b>	<b>Total \$</b>	<b>12,500</b>	<b>\$ 22,500</b>
Channel posts, street name posts, die cutters for numbers			
Sign faces - reflective material, sign blanks – aluminum, sign brackets			
Street marking paint, reflective marking beads			
Construction/traffic control signs			
Miscellaneous materials (delineators, batteries, tape, keel, traffic count tape, spray traffic paint for marking)			12,000
Seasonal (Christmas/Spring/Summer/Fall) decorations & banners on North Lindbergh, rue St. Francois, Civic Centers and other locations ...			10,000
Adopt-A-Street Program: signs, vests, misc. supplies ...			500

<b>Account 0339 – Ice/Snow Removal</b>	<b>Total \$</b>	<b>-</b>	<b>\$ -</b>
Salt		0	
Calcium Chloride		0	

<b>Account 0350 – Professional Services</b>	<b>Total \$</b>	<b>854,410</b>	<b>\$ 365,700</b>
Audit		2,100	2,100
Bank Fees		600	600
REJIS Commission GANet Subscription & Service		4,500	4,500
GIS (Geographic Information System) Web-Based Mapping Project ...		40,000	0
General Engineering and Design Services		10,000	10,000
RFP's for Redevelopment Projects		0	0
Annexation Projects (Research, Maps, Copying Costs, Application Fees)		0	0
Old Town and N. Hwy 67 Enhancement Maintenance / Mowing / I 270		90,000	200,000
East-West Gateway Grant Applications		10,000	10,000
Troubleshooting & repairs to Electrical & HVAC Energy Controls at various city buildings (service, upgrades, repairs, inspections)		25,000	25,000
Emergency Asbestos Removal by Contractor (all City buildings)		10,000	10,000
Plaques for "Walk Through History"		2,500	2,500

69

Capital Improvement Fund Budget: 2019

	<u>2018</u>	<u>2019</u>
Consulting services: PW special projects, security system inspections, etc.	4,500	4,500
Cleanup, repair and/or demolition of derelict/dangerous residential/commercial properties, including graffiti removal, trash/debris/junk removal, grass/weed cutting, tree/brush/vegetation removal, various landscaping/building repairs/work as needed ... by the City and/by Contractor (i.e. Annual Handyman Services contractor, Annual Tree Services contractor, etc.) ...	35,000	40,000
St. Anthony Lane bridge replacement	0	0
Records Scanning	0	15,000
Records & Document Destruction	1,500	1,500
North Lafayette Street Reconstruction - Phase I ROW acquisition	0	0
North Lafayette Street Reconstruction - Phase II ROW acquisition	0	0
Pedestrian Signal Replacement on Derhake at Robinwood Elementary School ... this is an 80% grant reimbursement project . . . Construction in 2018 budget year... (\$91,828 grant/\$22,957 city)	114,785	0
Bike & Pedestrian Master Plan ... a joint project with Trailnet	0	40,000
St. Ferdinand & N. Hwy 67 Improvements to St. Ferdinand Park: Engineering, Planning, & Environmental Study (an E-W Gateway 80% reimbursement grant project) ...(\$32,000 grant/\$8,000 city)	40,000	0
St. Anthony Lane bridge replacement - ORD 8391	463,925	

<b>Account 0351 – Street Lighting</b>	<b>Total \$</b>	<b>\$</b>	<b>\$</b>	<b>515,000</b>
Average annual street light charge ...	470,000			480,000
New and Replacement Streetlights in areas as needed	15,000			15,000
Clean and Paint 75ea. Decorative Street Lights on N. Hwy 67	0			0
Clean and Paint 70ea. Decorative Street Lights on rue St. Francois	0			0
Decorative Streetlight Repair/Replacement in all areas as needed	15,000			20,000

<b>Account 0352 – Street Contracts</b>	<b>Total \$</b>	<b>\$</b>	<b>\$</b>	<b>950,000</b>
Slurry Seal Maintenance Work	950,000			400,000
Concrete Pavement Replacement Work	450,000			500,000
Major Street Repairs and Asphalt Overlay	100,000			50,000
ORD 8451 - TRANS TO 03-2900 & 03-3001	(40,000)			

<b>Account 0353 – Bridge Repair &amp; Maintenance</b>	<b>Total \$</b>	<b>\$</b>	<b>\$</b>	<b>55,000</b>
Miscellaneous Bridge Repairs by Contractor	45,000			45,000
Bridge Repairs/Maintenance by City	5,000			10,000

<b>Account 0354 – Sidewalk Replacement</b>	<b>Total \$</b>	<b>\$</b>	<b>\$</b>	<b>150,000</b>
Sidewalk Program by Contractor	145,000			150,000
Tree Removals	5,000			

70

Capital Improvement Fund Budget: 2019

2018

2019

<b>Account 0361 – Capital Additions</b>	<b>Total</b>	<b>\$ 585,334</b>	<b>\$ 862,700</b>
Account 036136 – Capital Additions/Information Technology	Total	<u>41,500</u>	<u>134,700</u>
Replace computers, laptops, monitors, tablets, printers and related software in various departments		25,000	79,700
1055 St. Francois, Conference Room, I.T. Offices, Server Equipment and Supplies			55,000
Replace two network switches		4,500	
Replace two servers		12,000	
Account 036139 – Capital Additions/Senior Center	Total	<u>0</u>	<u>63,500</u>
Remodel of facilities including vinyl flooring, 6 computer stations, cubicles, projector, tables, chairs, and office furniture.			
Account 036140 – Capital Additions/Administration	Total	<u>0</u>	<u>14,000</u>
Desk for Assistant Director of Finance and task chairs for admin personnel			2,000
Output Processor module to facilitate document distribution and access			12,000
Account 036141 – Capital Additions/Court	Total	<u>0</u>	<u>0</u>
Account 036142 – Capital Additions/Health Department	Total	<u>15,200</u>	<u>61,000</u>
1 each 48" Walk Behind Mower w/velkie		6,200	0
1 each Zero Turn 54" Mower, John Deere or equal		9,000	0
Garage door replace/rebuild with man door			6,000
Garage door replace/rebuild			5,000
2 Each 3/4 ton Pickups			50,000
1 24 Passenger Senior Citizen Van \$100,000			0
Account 036148 – Capital Additions/Public Works	Total	<u>73,000</u>	<u>509,500</u>
<u>Streets</u>		<u>0</u>	<u>139,500</u>
Sign cutter/plotter for sign shop			6,500
Hand Squeeze roller for sign shop			3,000
Brine Plant			130,000
<u>Engineering</u>		<u>0</u>	<u>0</u>
<u>Building</u>		<u>73,000</u>	<u>370,000</u>
Furnishings, carpeting, etc... for PW office remodeling		60,000	20,000
20 each iPads to replace existing iPads for inspectors at		13,000	0
Install Fire Alarm in City Hall, Govt Building, JFK, JJE & Justice Center			50,000
HVAC replacement for City Hall			300,000
Account 036149 – Capital Additions/Police	Total	<u>455,634</u>	<u>0</u>
Upgrade 2 Existing Bathrooms in building		16,000	
Office reconfigure and work station update		15,000	
Justice Center Improvements - ORD 8409		424,634	
Council Chambers Video Broadcasting Upgrade & Closed Captioning Compliance			
Account 036170 – Capital Additions/Media	Total	<u>0</u>	<u>80,000</u>
Council Chambers Video Broadcasting Upgrade & Closed Captioning Compliance			
<b>Total Budgeted Expenditures</b>		<b>\$ 4,334,744</b>	<b>\$ 3,649,900</b>



City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**09 - PARK IMPROVEMENT FUND**

	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
<b><u>REVENUE</u></b>				
Park Improvement Sales Tax	\$ 3,381,987	\$ 3,275,000	\$ 3,534,000	\$ 3,534,000
Interest	\$ 2,422	\$ -	\$ 2,000	\$ 2,000
Miscellaneous Revenue	<u>\$ 20,783</u>	<u>\$ 526,000</u>	<u>\$ 526,000</u>	<u>\$ 532,400</u>
Total Budgeted Revenue	\$ 3,405,191	\$ 3,801,000	\$ 4,062,000	\$ 4,068,400
			Less Total Budgeted Expenditure	\$ (4,078,020)
			Equal Revenue Over/(Under) Expenditure	\$ (16,020)
			Plus Estimated Beginning Fund Balance	<u>\$ 782,331</u>
			Equal Estimated Ending Fund Balance	\$ 615,711

**EXPENDITURES**

0900-Salaries	\$ 961,779	\$ 1,024,328	\$ 842,861	\$ 1,012,861
0900-Employee Benefits	\$ 368,414	\$ 374,708	\$ 394,184	\$ 394,184
0900-Residency Incentive Program	\$ 12,950	\$ 16,600	\$ 14,400	\$ 14,400
0920-Debt Payment	\$ 1,008,853	\$ 882,000	\$ 876,000	\$ 876,000
0921-Uniforms & Allowances	\$ 13,917	\$ 15,975	\$ 17,000	\$ 17,000
0927-Gas & Oil	\$ 42,161	\$ 64,000	\$ 66,500	\$ 66,500
0928-Merchandise	\$ 47,767	\$ 31,750	\$ 36,600	\$ 36,600
0929-Bldg., Maint., & Supplies	\$ 137,675	\$ 149,600	\$ 121,800	\$ 121,800
0930-Maintenance/Supplies	\$ 85,109	\$ 78,125	\$ 75,825	\$ 75,825
0931-Recreation Supplies	\$ 35,329	\$ 43,000	\$ 45,500	\$ 45,500
0932-Office Supplies & Maint.	\$ 20,731	\$ 32,800	\$ 38,300	\$ 38,300
0933-Materials & Supplies	\$ 119,787	\$ 123,300	\$ 133,300	\$ 133,300
0942-Dues, Travel, Training	\$ 7,995	\$ 18,160	\$ 19,360	\$ 19,360
0950-Professional Services	\$ 158,959	\$ 255,240	\$ 258,740	\$ 258,740
0951-Pavement Repairs	\$ 7,293	\$ 5,000	\$ 20,000	\$ 20,000
0954-Publicity	\$ 8,632	\$ 9,300	\$ 16,300	\$ 16,300
0956-Insurance	\$ 46,385	\$ 50,000	\$ 50,000	\$ 50,000
0961-Capital Additions	<u>\$ 431,690</u>	<u>\$ 1,346,622</u>	<u>\$ 1,051,350</u>	<u>\$ 1,038,350</u>
Total	\$ 3,515,425	\$ 4,520,508	\$ 4,078,020	\$ 4,235,020

**PERSONNEL SERVICES**

Full-time	\$ 821,187	\$ 867,535	\$ 842,861	\$ 842,861
Part-time	\$ 107,975	\$ 130,126	\$ 135,000	\$ 135,000
Overtime	<u>\$ 32,616</u>	<u>\$ 26,667</u>	<u>\$ 33,333</u>	<u>\$ 35,000</u>
Total Personnel Services	\$ 961,779	\$ 1,024,328	\$ 1,011,194	\$ 1,012,861

**PERSONNEL SCHEDULE**

<u>Park Maintenance - full-time</u>		<u>Part-time and Seasonal Staff</u>	
Park Superintendent	1.00	Park Maint. p/t	1.45
Class "A" Foreman	1.00	Park Maint. - Summer Laborers p/t	4.10
Forester I	1.00	Total	5.55
Class "A" Person	5.00		
Class "B" Person	4.00		
Class "C" Person	<u>5.00</u>		
Total	17.00		
Total Personnel	<u><u>22.55</u></u>	Full-time	17.00
		Full-time Equivalent (Part-time)	5.55

**Park Improvement Fund Budget: 2019**

		<u>2018</u>	<u>2019</u>
<b>Account 0900 - Salaries &amp; Benefits</b>	<b>Total</b>	<b>\$ 1,415,636</b>	<b>\$ 1,421,444</b>
Salaries - Full Time	Sub	\$ 867,535	\$ 842,861
<u>Full-time employees</u>			
Park Superintendent		1	1
Class "A" Foreman		1	1
Forester I		1	1
Class "A" Person		5	5
Class "B" Person		4	4
Class "C" Person		<u>5</u>	<u>5</u>
Total full-time employees		17	17
Salaries - Overtime	Sub	\$ 26,667	\$ 35,000
Salaries - Part Time	Sub	\$ 130,126	\$ 135,000
<u>Part-time Employees</u>			
Park Maintenance (Part-time):			
29 hours x 52 weeks = 1,508 hours x 2 Laborers = 3,016 hours			
3,016 hours x 2nd year rate		3016	3,016
Park Maintenance (Seasonal):			
40 hours x 15 weeks = 600 hours x 11 Laborers = 6,600 hours			
6,600 hours x 3rd year rate		6,600	6,600
32 hours x 30 weeks = 960 hours x 2 Laborers = 1,920 hours			
1,920 hours x 3rd year rate		1,920	1,920
Total part-time hours		<u>11,536</u>	<u>11,536</u>
Employee Benefits	Sub	\$ 374,708	\$ 394,184
F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability			
Residency Incentive Program	Sub	\$ 16,600	\$ 14,400
(12) employees at \$100 per month			
<b>Account 0920 - Debt Payment</b>	<b>Total</b>	<b>\$ 882,000</b>	<b>\$ 876,000</b>
2011 Certificates of Participation: Principle, interest and misc. fees		543,000	537,000
2016 Special Obligation Bonds: Principle, interest and misc. fees		339,000	339,000



**Park Improvement Fund Budget: 2019**

<b>Account 0921 - Uniforms and Allowances</b>	<b>Total</b>	<b>\$</b>	<b>15,975</b>	<b>\$</b>	<b>17,000</b>
<u>44 Centers</u>	Sub		<u>3,950</u>		<u>4,600</u>
Full-time Custodial Uniforms (4 employees @ \$300)			1,200		1,200
Staff T-Shirts/Polo Shirts			2,000		2,500
JJE Lifeguard T-Shirts and Swimsuits			750		900
<u>45 Summer Playground</u>	Sub		<u>975</u>		<u>1,000</u>
Staff T-Shirts			975		1,000
<hr/>					
<u>46 Bangert Pool</u>	Sub		<u>2,350</u>		<u>2,700</u>
Staff T-Shirts			850		1,000
Swimsuits			1,500		1,700
<u>56 Koch Pool</u>	Sub		<u>0</u>		<u>0</u>
<u>47 Parks</u>	Sub		<u>8,700</u>		<u>8,700</u>
Full-time Park Uniforms (17 employees @ \$300)			5,100		5,100
Staff T-Shirts (seasonal staff)			1,650		1,650
Ranger Uniforms			1,950		1,950
<hr/>					
<b>Account 0927 - Gas and Oil</b>	<b>Total</b>	<b>\$</b>	<b>64,000</b>	<b>\$</b>	<b>66,500</b>
<u>44 Centers</u> - Propane for Zamboni and gasoline/diesel for various equipment			3,000		5,500
<u>47 Parks</u>			61,000		61,000
<hr/>					
<b>Account 0928 - Merchandise</b>	<b>Total</b>	<b>\$</b>	<b>31,750</b>	<b>\$</b>	<b>36,600</b>
<u>40 Skate Shop</u> - Resale of skate and pro shop items	Sub		<u>500</u>		<u>500</u>
<u>44 Centers</u>	Sub		<u>19,250</u>		<u>20,100</u>
Resale items for Customer Service Desk			500		500
Beer for facility functions and concessions			500		350
Beverages for Rink concessions and vending machines			17,000		18,000
Special city sponsored or theatrical events			500		500
Miscellaneous supplies			750		750
<u>47 Parks</u>	Sub		<u>12,000</u>		<u>16,000</u>
St. Ferdinand Park and Koch Park Cart operations			0		0
Bangert Park and Pool			12,000		16,000
Koch Park and Pool			0		0

**Park Improvement Fund Budget: 2019**

<b>Account 0929 - Building Maintenance and Supplies</b>	<b>Total</b>	<b>\$</b>	<b>149,600</b>	<b>\$</b>	<b>121,800</b>
Water treatment and cooling-tower treatment	10,000				10,000
Backflow preventer inspection and repair for JJE and JFK	1,200				1,200
Elevator inspection, service and maintenance	2,500				2,500
Electrical and plumbing maintenance and supplies	4,500				5,000
Miscellaneous building maintenance and hardware	5,000				5,500
Pool and spa chemicals and supplies	5,000				5,000
HVAC maintenance	5,000				7,000
Fire extinguisher equipment, replacement & maintenance	2,000				2,000
Dowtherm, paint, custodial supplies, pest control	8,300				10,000
Ice rink supplies	2,000				3,000
Wind tarps for Rink	2,000				2,000
Repair, replacement and service on windows and window accessories	5,000				5,000
Zamboni supplies and blade sharpening/replacement	2,000				2,000
Water softener materials	1,000				1,000
Replacement tables and chairs for JJE and JFK	10,000				10,000
Hydro-flushing of sanitary lines at JJE and JFK	2,500				2,500
Replacement of broken and damaged pool filter elements and covers	2,000				2,500
Fitness Center equipment, furniture, maintenance and supplies	10,000				10,000
Gymnasium equipment, repairs and supplies	1,600				2,600
Roof repair and maintenance	7,500				8,000
Repair, troubleshoot and service fire alarm system	4,000				4,000
Replace game room door at JFK	0				2,000
Nature Lodge maintenance, repairs and supplies	4,000				4,000
Water Slide , slide tower, and bridge maintenance and repairs - JJE	20,000				0
Asbestos abatement	15,000				15,000
Security video system maintenance, material and supplies	2,500				0
Boiler Repairs to JFK	10,000				
General Repairs JJE	5,000				

<b>Account 0930 - Maintenance and Supplies</b>	<b>Total</b>	<b>\$</b>	<b>78,125</b>	<b>\$</b>	<b>75,825</b>
<u>46 Bangert Pool</u>	Sub		<u>28,725</u>		<u>22,425</u>
Miscellaneous hardware, paint, caulk			1,600		1,600
Plumbing maintenance materials & supplies			1,200		1,200
Hydro flushing of sanitary lines			750		750
Electrical maintenance and supplies			1,250		1,250
Janitorial supplies, locker maintenance, pest control			1,325		1,325
First-aid supplies			400		400
Pool equipment and supplies, test kits, deep water bracelets			1,900		1,900
Rescue and staff training supplies			600		600
Office supplies			100		100
Pool deck lounges			2,400		2,400
Pump and chemical feeding system maintenance			1,400		1,400
Swim Team supplies			0		0
U.V. system maintenance and supplies			2,500		2,500
Supplies and maintenance for filtration and chlorination systems			4,000		4,000
Convert chlorinating system from calcium to sodium hypochlorite			3,000		0

**Park Improvement Fund Budget: 2019**

Replace broken section of water slide	1,300	0
Refurbish grate around entire gutter system	5,000	0
Replacement of pool grates according to the VGB Act	0	3,000

56 Koch Pool Sub 0 0

<u>47 Parks</u>	Sub	<u>49,400</u>	<u>53,400</u>
Equipment repair and various maintenance services, parts and supplies		35,000	35,000
Backflow preventer inspection and repair in parks and on Greenway Trail		1,400	1,400
Maintenance and repairs on 2001 Showmobile		10,000	10,000
Maintenance on water features at St. Ferdinand Lake		2,000	2,000
Fire extinguisher equipment, replacement & maintenance		1,000	1,000
Radio repairs and maintenance		0	4,000

<b>Account 0931 - Recreation Supplies</b>	<b>Total</b>	<b>\$ 43,000</b>	<b>\$ 45,500</b>
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<u>44 Centers</u>	Sub	<u>32,500</u>	<u>35,000</u>
Splish-Splash Summer Bash		1,000	1,000
Project Lift-Off		1,000	1,000
Halloween Event		1,000	1,000
Party on the Ice Event		1,000	1,000
Supplies for city sponsored leagues		15,000	15,000
Miscellaneous supplies for classes, programs, activities and special events		6,000	6,000
Miscellaneous athletic and recreation equipment		2,000	2,000
Various Aquatic program equipment that has not been replaced in 6 yrs.		500	3,000
Replace damaged and unusable rental ice skates		5,000	5,000

45 Summer Camp Sub 10,500 10,500

<b>Account 0932 - Office Supplies and Printing</b>	<b>Total</b>	<b>\$ 32,800</b>	<b>\$ 38,300</b>
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<u>44 Centers</u>	Sub	<u>10,800</u>	<u>10,800</u>
Printing and office supplies		2,200	2,200
RecPro software subscription service		7,000	7,000
Parks & Recreation receipts		1,600	1,600
 <u>47 Parks</u>	Sub	 <u>22,000</u>	 <u>27,500</u>
Printing and office supplies		7,000	7,000
Video server surveillance software service		5,000	0
Photo ID supplies		10,000	18,000
I.D. Card Printer		0	2,500

76

**Park Improvement Fund Budget: 2019**

<b>Account 0933 - Materials and Supplies</b>	<b>Total</b>	<b>\$ 123,300</b>	<b>\$ 133,300</b>
<u>46 Bangert Pool</u>	Sub	<u>17,300</u>	<u>17,300</u>
Sodium Hypochlorite		10,000	10,000
Co2		4,000	4,000
Muriatic Acid		250	250
Cyanuric Acid		600	600
Calcium Hypochlorite		800	800
Algaecide		500	500
Filter Aids		500	500
Sodium Bicarbonate		500	500
Chlorine (for Splash Pad)		150	150
<u>47 Parks</u>	Sub	<u>106,000</u>	<u>116,000</u>
Dirt for athletic fields		10,000	10,000
Sports equipment		1,000	1,000
Playground and pavilion parts and equipment		30,000	40,000
Playground and landscaping mulch		10,000	10,000
Field marking supplies		3,000	3,000
Field and pavilion lighting supplies		4,000	4,000
Top caps for outfield fencing		1,500	1,500
Building and construction materials		12,000	12,000
Maintenance supplies and materials for park facilities		5,000	5,000
Sand for athletic fields and volleyball pits		4,000	4,000
Landscaping supplies		4,000	4,000
Chemical and cleaning supplies		4,500	4,500
Metal products		3,000	3,000
Calcium Chloride		3,000	3,000
Fish for stocking St. Ferdinand lake		4,000	4,000
Trash cans and lids		500	500
Picnic table and park bench parts and materials		500	500
Park restroom supplies		1,000	1,000
Memorial trees		2,000	2,000
Miscellaneous materials, supplies and small tools		3,000	3,000
Purchase beer coolers at St. Ferdinand and Koch		0	0
<u>56 Koch Pool</u>	Sub	<u>0</u>	<u>0</u>



**Park Improvement Fund Budget: 2019**

<b>Account 0942 - Dues, Travel and Training</b>	<b>Total</b>	<b>\$</b>	<b>18,160</b>	<b>\$</b>	<b>19,360</b>
<u>44 Centers</u>	Sub		<u>7,500</u>		<u>7,500</u>
Auto allowance			3,500		3,500
Aquatic Facility Operator and Certified Pool/Spa Operator certification fees and additional aquatic professional courses			1,200		1,200
Municipal Swim League membership dues			800		800
Miscellaneous dues, training, and re-certifications			2,000		2,000
<u>45 Summer Playground</u>	Sub		<u>6,460</u>		<u>5,960</u>
Auto allowance			960		960
Bus service to transport Koch Summer Playground children to swimming pool			5,500		5,000
<u>47 Parks</u>	Sub		<u>4,200</u>		<u>5,900</u>
Missouri Park and Recreation Assn. membership dues and convention fee			2,500		5,000
Certified Park and Recreation Professional (CPRP) certification fees			900		300
Pesticide applicator's license			100		100
Metro Park and Recreation Directors and Board meetings/seminars			700		500
<b>Account 0950 - Professional Services</b>	<b>Total</b>	<b>\$</b>	<b>255,240</b>	<b>\$</b>	<b>258,740</b>
<u>01 Miscellaneous</u>	Sub		<u>24,050</u>		<u>14,050</u>
Tree Planting			7,500		7,500
Audit			2,050		2,050
Inclusion Coordinator			4,500		4,500
Consulting and design services for future aquatic facility			10,000		0
<u>02 Bank Fees</u>	Sub		<u>10,000</u>		<u>10,000</u>
<u>44 Centers</u>	Sub		<u>18,690</u>		<u>18,690</u>
Liquor licenses - all facilities			3,500		3,500
Operating Permits - Bangert, Koch, JJE			600		600
Ice Machine Rental - Bangert			750		750
Hepatitis "A" Vaccinations (for employees)			1,700		1,000
JJE Pool Operational Safety Audit			1,200		1,900
Charter converter boxes for fitness centers			1,440		1,440
Professional fees for pool operation			1,500		1,500
Ellis & Associates annual retainer fee (aquatic safety provider)			1,000		1,000
Contracts for DJ services			2,000		2,000
RecPro IP Charge Card processing annual fee			800		800
Contracts for program instructors and services			4,200		4,200
<u>46 Bangert Pool</u>	Sub		<u>4,275</u>		<u>7,400</u>
Winterization/preseason opening of pool			975		4,000
Operational Safety Audit			1,800		1,900
Professional fees for pool operation			1,500		1,500



**Park Improvement Fund Budget: 2019**

<u>56 Koch Pool</u>	Sub	<u>6,125</u>	<u>0</u>
Operational Safety Audit		0	0
Professional fees for pool operation		0	0
		6125	
<u>47 Parks</u>	Sub	<u>192,100</u>	<u>208,600</u>
Grinding service and mulch/chip removal from Koch Park		20,000	20,000
Tree trimming and tree removal		75,000	100,000
Ash tree service due to Emerald Ash Borer blight		25,000	25,000
Tree trimming at the golf course		2,500	0
Electric repair and lighting for pavilions and ball fields		15,000	15,000
Fireworks and related items		28,000	30,000
Rental and service of portable toilets		5,000	5,000
Music copyright fees (ASCAP, SESAC, etc.)		2,200	2,200
Monitoring service for remote alarm devices in the parks		1,000	1,000
Service and Product Maintenance Agreement on surveillance cameras		8,000	0
Band concerts		900	900
St. Ferdinand Park lake pump cleaning		500	500
Boom-truck inspection		1,000	1,000
St. Louis County Municipal Park Planning Grant: Reimbursed at 80% for the first \$8,000 (\$6,400 grant).		8,000	8,000

<b>Account 0951 - Parking Lot, Driveway and Walkway Repairs</b>	<b>Total</b>	<b>\$ 5,000</b>	<b>\$ 20,000</b>
Miscellaneous repair work on dangerous/hazardous concrete and asphalt areas. Removal of trip hazards and uneven/cracking sections of walkways, pool decking, etc.		5,000	20,000

<b>Account 0954 - Publicity</b>	<b>Total</b>	<b>\$ 9,300</b>	<b>\$ 16,300</b>
Parks and Recreation Department guides/brochures		13,000	13,000
Miscellaneous advertising media, tri-folds, posters, fliers, etc.		3,300	3,300
		-7000	

<b>Account 0955 - Insurance</b>	<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
Workers Compensation Insurance		50,000	50,000

**Park Improvement Fund Budget: 2019**

<b>Account 0961 - Capital Additions (Park Improvement Funds)</b>	<b>Total</b>	<b>\$ 1,346,622</b>	<b>\$ 1,051,350</b>
<u>Florissant Civic Center Theater</u>	Sub	<u>0</u>	<u>10,000</u>
Computer Lightboard Console for Theatre's Theatrical Lighting			
 <u>44 James J. Eagan Center</u>	Sub	<u>49,500</u>	<u>107,150</u>
Replace 25 year old Zamboni Machine		0	100,000
Replace 10 year old Crossover machine at JJE		0	5,150
Preform leak testing at JJE pool			2,000
 <u>44 John F. Kennedy Center</u>	Sub	<u>76,122</u>	<u>5,000</u>
Floor machine			5,000
 <u>46 Bangert Pool</u>	Sub	<u>47,000</u>	<u>42,500</u>
Replace sand in filters			20,500
Repair underwater lights			10,000
Aquazip purchase and installation (can be reused in new facility)			12,000
 <u>56 Koch Park Aquatic Center</u>	Sub	<u>0</u>	<u>0</u>
 <u>06 Golf Course Equipment</u>	Sub	<u>60,000</u>	<u>0</u>
 <u>06 Golf Course Improvements</u>	Sub	<u>5,000</u>	<u>0</u>
 <u>47 Parks Equipment</u>	Sub	<u>156,000</u>	<u>144,700</u>
Replace 2002 GMC Landscape Truck			52,000
Replace two zero turn mowers			25,000
Replace R2 and P23 pickup trucks			60,000
Utility vehicle for disc golf course			7,700
 <u>47 Park Improvements</u>	Sub	<u>953,000</u>	<u>742,000</u>
Replace fencing around Koch field 1			117,000
Asphalt overlay arounr backstop at Koch 1			42,000
Install dugouts with concrete pads at St. Ferdinand fields 2,3,5,6			48,000
 St. Louis County Municipal Park Grant - \$: To construct Splash Pad in Koch Park. Project funds are reimbursed by the Park Grant Commission up to \$525,000. Net expense \$28,000.			535,000
<b>Total Budgeted Expenditures</b>		<b>\$ 4,520,508</b>	<b>\$ 4,248,019</b>

80

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**08 - STREET FUND**

	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
<b><u>REVENUE</u></b>				
Revenue	\$ 1,505,282	\$ 1,550,000	\$ 1,582,000	\$ 1,582,000
Interest	\$ 944	\$ -	\$ -	\$ -
Miscellaneous Revenue	<u>\$ -</u>	<u>\$ 1,861,608</u>	<u>\$ 1,861,608</u>	<u>\$ 2,021,608</u>
Total Budgeted Revenue	\$ 1,506,226	\$ 3,411,608	\$ 3,443,608	\$ 3,603,608
			<u>\$ (3,627,010)</u>	<u>\$ (3,382,010)</u>
			\$ (183,402)	\$ 221,598
			<u>\$ 339,504</u>	<u>\$ 339,504</u>
			\$ 156,102	\$ 561,102
<b><u>EXPENDITURES</u></b>				
0839-Ice/Snow Removal Supplies	\$ -	\$ -	\$ 115,000	\$ -
0852-Street Contracts	\$ -	\$ 4,027,010	\$ 3,382,010	\$ 3,382,010
0861-Capital Additions	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 130,000</u>	<u>\$ -</u>
Total	\$ -	\$ 4,027,010	\$ 3,627,010	\$ 3,382,010

81

## Street Fund Budget: 2019

	<u>2018</u>	<u>2019</u>
<b>Account 0852 - Street Contracts</b>	<b>\$ 4,027,010</b>	<b>\$ 3,382,010</b>
Street replacement, repairs and maintenance ... to include major repairs, new curb and gutters, asphalt overlays, new PCC pavement replacement , etc. ...	1,700,000	1,055,000
Approved FY2018 - North Lafayette Street Reconstruction - Phase I ROW acquisition ... this is an 80% grant reimbursement project ... construction in 2018 budget year... (\$892,792 grant/\$223,198 city)	1,115,990	1,115,990
Approved FY2018 - North Lafayette Street Reconstruction - Phase II ROW acquisition ... this is an 80% grant reimbursement project ... construction in 2018 budget year... (\$968,816 grant/\$242,204 city)	1,211,020	1,211,020
St. Ferdinand & N. Hwy 67 Improvements to St. Ferdinand Park: Engineering, Planning, & Environmental Study (an E-W Gateway 80% reimbursement grant project) ...(\$160,000 grant/\$40,000 city)	0	200,000
<b>Account 0861 - Capital Additions</b>	<b>\$ -</b>	<b>\$ -</b>
Brine Plant, tank and applicators \$130,000	0	0

**Total Budgeted Expenditures \$ 4,027,010 \$ 3,382,010**

82



City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**04 - SEWER LATERAL FUND**

	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
<b><u>REVENUE</u></b>				
Revenue	\$ 539,137	\$ 510,000	\$ 539,000	\$ 539,000
Interest	\$ 8,922	\$ 4,000	\$ 9,000	\$ 9,000
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -
Total Budgeted Revenue	\$ 548,059	\$ 514,000	\$ 548,000	\$ 548,000
			Less Total Budgeted Expenditure	<u>\$ (735,835)</u> <u>\$ (668,835)</u>
			Equal Revenue Over/(Under) Expenditure	\$ (187,835) <u>\$ (120,835)</u>
			Plus Estimated Beginning Fund Balance	<u>\$ 1,279,265</u> <u>\$ 1,279,265</u>
			Equal Estimated Ending Fund Balance	\$ 1,091,430 <u>\$ 1,158,430</u>

**EXPENDITURES**

8021-Uniforms	\$ 838	\$ 900	\$ 900	\$ 900
8027-Gasoline	\$ 5,388	\$ 14,000	\$ 14,000	\$ 14,000
8030-Equipment Repair	\$ 18,223	\$ 23,000	\$ 25,000	\$ 25,000
8032-Office Supplies & Maint.	\$ 1,130	\$ 2,500	\$ 3,000	\$ 3,000
8033-Materials and Supplies	\$ 18,403	\$ 37,000	\$ 38,000	\$ 38,000
8042-Dues, Travel & Training	\$ 1,242	\$ 1,800	\$ 1,835	\$ 1,835
8050-Professional Service	\$ 541,666	\$ 691,010	\$ 603,100	\$ 536,100
8055-Insurance, Fire & Liability	\$ 15,169	\$ 25,000	\$ 25,000	\$ 25,000
8061-Capital Additions	<u>\$ -</u>	<u>\$ 49,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>
Total	\$ 602,059	\$ 844,210	\$ 735,835	\$ 668,835

83



## Sewer Lateral Fund Budget: 2019

	<u>2018</u>	<u>2019</u>
<b>Account 8021 - Uniforms</b>	<b>Total \$ 900</b>	<b>\$ 900</b>
Clothing allowance for all Full-time and Part-time employees	900	900
<b>Account 8027 - Gasoline</b>	<b>Total \$ 14,000</b>	<b>\$ 14,000</b>
Gasoline cross charges for SLIP equipment	14,000	14,000
<b>Account 8030 - Equipment Repair</b>	<b>Total \$ 23,000</b>	<b>\$ 25,000</b>
Includes maintenance equipment, miscellaneous automotive parts and supplies; brakes, tune-up kits, etc., tire repairs, purchase and service; dealer parts and service; small engine parts and service; heavy equipment parts, service and supplies; transmission parts, service and supplies; radiator and a/c service mufflers, exhaust work, batteries, lights, radio work, upholstery, glass, parts, service and supplies, lubricants and fluids, towing, etc.		
<b>Account 8032 - Printing &amp; Office Supplies</b>	<b>Total \$ 2,500</b>	<b>\$ 3,000</b>
Miscellaneous office supplies (paper, printer cartridges, printing, etc.)	2,000	2,500
Misc. replacement of office equipment/furniture/cameras/video tapes ...	500	500
<b>Account 8033 - Materials &amp; Supplies</b>	<b>Total \$ 37,000</b>	<b>\$ 38,000</b>
Concrete pavement and sidewalk replacement	10,000	10,000
Asphalt pavement replacement	10,000	10,000
Various small tools & supplies ...	1,000	1,000
Miscellaneous – top soil, grass seed, sod, lumber, sand, rock, small tools, forms, etc.	16,000	17,000
<b>Account 8042 - Dues, Travel, Training</b>	<b>Total \$ 1,800</b>	<b>\$ 1,835</b>
City Engineer: Dues: Association of State Flood Plain Managers (ASFPM) - \$110, American Society of Civil	335	335
Travel – Mileage for use of personal vehicle	1,465	1,500

84

## Sewer Lateral Fund Budget: 2019

		<u>2018</u>	<u>2019</u>
<b>Account 8050 - Professional Services</b>	<b>Total \$</b>	<b>691,010</b>	<b>\$ 536,100</b>
Audit		2,100	2,100
Bank Fees		1,000	1,000
Sewer Lateral Repairs by Contractor		110,000	125,000
Video inspection fee reimbursement		30,000	36,000
Tree Removal		10,000	10,000
Computer Consultant/Maintenance/Upgrades/Supplies (CAD Programs)		5,000	5,000
Administrative Cross Charge		322,000	357,000
MSD Fair Project - ORD 8443		210,910	
<b>Account 8055 - Insurance</b>	<b>Total \$</b>	<b>25,000</b>	<b>\$ 25,000</b>
General Liability, Workers Compensation, Property, etc.		25,000	25,000
<b>Account 8061 - Capital Additions/Improvements</b>	<b>Total \$</b>	<b>49,000</b>	<b>\$ 25,000</b>
1 each Mini-Excavator for rear yard repairs (addition)		49,000	
1 each 3/4 ton Pick Up Replacing SL-1			25,000

		<u>\$ 844,210</u>	<u>\$ 668,835</u>
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**Total Budgeted Expenditures**

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**10 - PROPERTY REVITALIZATION**

Proposed  
2019

Adopted  
2019

**REVENUE**

Revenue	\$	-	\$	-	\$	-	\$	-
Interest	\$	-	\$	-	\$	-	\$	-
Total Budgeted Revenue	\$	-	\$	-	\$	-	\$	-
			Less Total Budgeted Expenditure		\$	-	\$	-
			Equal Revenue Over/(Under) Expenditure		\$	-	\$	-
			Plus Estimated Beginning Fund Balance		\$	7	\$	7
			Equal Estimated Ending Fund Balance		\$	7	\$	7

**EXPENDITURES**

1050-Professional Service	\$	3,450	\$	30,000	\$	-	\$	-
Total	\$	3,450	\$	30,000	\$	-	\$	-

86

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

<b>14 - COURT BUILDING FUND</b>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
<b><u>REVENUE</u></b>				
Revenue		\$ 132,000	\$ 132,000	\$ 132,000
Interest	\$ -	\$ -	\$ -	\$ -
Total Budgeted Revenue	\$ -	\$ 132,000	\$ 132,000	\$ 132,000
			<u>\$ (132,000)</u>	<u>\$ (132,000)</u>
			Less Total Budgeted Expenditure	
			Equal Revenue Over/(Under) Expenditure	\$ -
			Plus Estimated Beginning Fund Balance	\$ -
			Equal Estimated Ending Fund Balance	\$ -

**EXPENDITURES**

1420-Debt Service	\$ 36,400	\$ 132,000	\$ 132,000	\$ 132,000
Total	\$ 36,400	\$ 132,000	\$ 132,000	\$ 132,000

## Court Building Fund: 2019

		<u>2018</u>		<u>2019</u>
<b>Account 1420 - Debt Service</b>	<b>Total</b>	<b>\$ 132,000</b>	<b>\$</b>	<b>132,000</b>

Debt service payments utilizing the available balance from the imposition of a court cost authorized by HB 1231 and approved by Governor Nixon on July 9, 2014. HB 1231 amended RSMo 488.2245 and authorized the imposition of a court cost for each municipal ordinance violation case filed before the Municipal Division Judge or Associate Circuit Judge of the City of Florissant Municipal Court. Proceeds can be used for land assemblage and purchase, construction, maintenance, and upkeep of a municipal courthouse.

\$1,170,000 was advanced from the General Fund to purchase the property at 4575 Washington Street for use as a municipal court building as authorized by Ord. #8119 adopted on February 23, 2015.

**Total Budgeted Expenditures**    \$ 132,000    \$ 132,000

88



City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

<b>17 - PUBLIC SAFETY FUND</b>	<u>Actual</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Proposed</u> <u>2019</u>	<u>Adopted</u> <u>2019</u>
<b><u>REVENUE</u></b>				
Revenue (Proposition P sales tax)			\$ 2,600,000	\$ 2,600,000
Interest			\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -
Total Budgeted Revenue	\$ -	\$ -	\$ 2,600,000	\$ 2,600,000
			Less Total Budgeted Expenditure	\$ (2,397,219) \$ (2,551,800)
			Equal Revenue Over/(Under) Expenditure	\$ 202,781 \$ 48,200
			Plus Estimated Beginning Fund Balance	\$ 36,673 \$ 36,673
			Equal Estimated Ending Fund Balance	\$ 239,454 \$ 84,873
<b><u>EXPENDITURES</u></b>				
1726-Utilities	\$ -	\$ 20,000	\$ 80,000	\$ 80,000
1729-Bldg. Maint. & Supplies	\$ -	\$ 7,000	\$ 28,000	\$ 28,000
1750-Professional Service	\$ -	\$ 1,250,419	\$ 1,250,419	\$ 1,405,000
1761-Capital Additions	\$ -	\$ 1,687,800	\$ 1,038,800	\$ 1,038,800
Total	\$ -	\$ 2,965,219	\$ 2,397,219	\$ 2,551,800

89

## Public Safety Fund Budget: 2019

2018                      2019

<b>Account 1726 - Utilities</b>	<b>Total</b>	<b>20,000</b>	<b>80,000</b>
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<b>Account 1729 - Building, Maintenance &amp; Supplies</b>	<b>Total</b>	<b>7,000</b>	<b>28,000</b>
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<b>Account 1750 – Professional Services</b>	<b>Total</b>	<b>1,250,419</b>	<b>1,405,000</b>
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Administrative Cross Charge for the following:

Wages & Benefits:

Incremental wage and benefit increase for all full-time uniformed employees.

Accounts for the difference between pay rates under Ord. #8059 adopted July 14, 2014 and Ord. #8318 adopted May 9, 2017 and as amended in November, 2017.

Annual wage increase all uniformed employees

Half of the wage and benefit cost for the new Information Technology Director

Reserve Police Officers (part-time)

Additional Dispatcher hours (part-time)

<b>Account 1761 – Capital Additions - Police</b>	<b>Total</b>	<b>1,687,800</b>	<b>1,038,800</b>
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Drone (UAV)		40,000	
Off Duty Weapons Purchase		35,000	
Mobile Video Surveillance System		20,000	
Portable Drug Incinerator		10,000	
Upgrade to Microsoft Office 2019 all computers		23,000	
Interviewrooms Recording Systems Replacement		35,000	
Replacement Records Management System		50,000	
Replacement of mobile car computers/printers/devices and related equipment		80,000	
Replacement of desktop computers and related items		25,000	
Replace and upgrade security cameras and equipment		60,000	
Networking Infrastructure Upgrade		12,000	
Replace Servers and related equipment		20,000	
Seven mobile radar units for vehicles		18,500	
3D Total Station with associated hardware software		75,000	
Door Breach Equipment Kits		3,000	

**Public Safety Fund Budget: 2019**

2018

2019

<b>Account 1761 – Capital Additions - Police (Continued)</b>
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Industrial Shelving for Evidence Room	5,500
Paint/ Resurface Interior Doors and Frames Project	25,000
Replace/ Overlay All Flooring in Building	45,000
Police Headquarters Fence	38,000
Binoculars for Surveillance	1,500
Microfilm Reader Machine	6,000
Computer Systems Backup/Related security software	20,000
Upgrade /reconfigure both locker rooms in building	50,000
Continue office reconfiguration and work station update	15,000
Sub-Total	<u>712,500</u>

Vehicles:

Purchase of seven new vehicles and related equipment at \$33,500 each	234,500
Purchase of one new Chevrolet Tahoe Police Vehicle and related equipment	36,000
Purchase of one full size pick-up and related equipment	36,000
Radio/Emergency equipment installation at \$2,200 each for nine new vehicles	19,800
Sub-Total	<u>326,300</u>

<b>Total Budgeted Expenditures</b>	<u>2,965,219</u>	<u>2,551,800</u>
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91

City of Florissant Operating Budget  
December 1, 2018 through November 30, 2019

**16 - PROPERTY MAINT. FUND**

	Actual <u>2017</u>	Budget <u>2018</u>	Proposed <u>2019</u>	Adopted <u>2019</u>
<b><u>REVENUE</u></b>				
Revenue	\$ -	\$ 365,000	\$ 390,800	\$ 390,800
Interest	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Budgeted Revenue	\$ -	\$ 365,000	\$ 390,800	\$ 390,800
			Less Total Budgeted Expenditure	<u>\$ (365,000)</u>
				<u>\$ (376,000)</u>
			Equal Revenue Over/(Under) Expenditure	\$ 25,800
			Plus Estimated Beginning Fund Balance	<u>\$ -</u>
			Equal Estimated Ending Fund Balance	\$ 25,800
				\$ 14,800
<b><u>EXPENDITURES</u></b>				
1632-Office Supplies & Maint.	\$ -	\$ 15,000	\$ 15,000	\$ 15,000
1650-Professional Services	<u>\$ -</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 361,000</u>
Total	\$ -	\$ 365,000	\$ 365,000	\$ 376,000

92

**Property Maintenance Fund Budget Request: 2019**

	<u>2018</u>	<u>2019</u>
<b>Account 1632 - Office Supplies and Maintenance</b>	<b>Total \$ 15,000</b>	<b>\$ 15,000</b>
Office supplies, postage, printing and brochures	\$ 10,000	\$ 10,000
Crime Free training expense	\$ 5,000	\$ 5,000
<b>Account 1650 - Professional Services</b>	<b>Total \$ 350,000</b>	<b>\$ 361,000</b>
Administrative Cross Charge for following:		
Wage and benefits expense for the following positions:		
Police Officers - 2		
Multi-Building Inspector - 1		
Permit Inspection Clerk - 1		
Permit Inspection Clerk p/t - 1 @ 29 hrs/wk for 52 weeks		
<b>Total Budgeted Expenditures</b>	<b>\$ 365,000</b>	<b>\$ 376,000</b>

93



## **City of Florissant, Missouri**

### **2019 Budget Message**

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

As Mayor of the City of Florissant, it is my responsibility to submit a proposed budget for the upcoming 2019 fiscal year. The proposed budget of just under \$40 million is submitted in compliance with Section 6.6 of the City Charter and Section 67.010 of the Missouri Revised Statutes. The 2019 proposed budget provides a complete financial plan for the general, capital improvement, park improvement, street fund, property maintenance, public safety, sewer lateral, and property revitalization funds.

This budget contains the framework to continue to operate the City in a professional manner while providing the high level of programs and services our residents expect. One of my goals with this proposed budget, as with my past budget proposals, is to anticipate expenditures for the next fiscal year so as to reduce the need for supplemental appropriations, recognizing that it is impossible to eliminate them completely. Our new Finance Director Kimberlee Johnson has been compelled to accelerate her indoctrination and is fast approaching full speed therefore I predict a mid-year review next year at the usual timeframe of late May or early June.

Crafting the proposed budget for 2019 has been a very difficult process which is to be expected with a new Finance Director who has been on the job for only three months. I am grateful to Finance Director Kimberlee Johnson for working over 80 hours per week during the month of September in an effort to prepare the 2019 budget in time to meet the October 2 deadline. I am also grateful to all of the employees who stepped up and either accepted promotions within or applied from other departments to rebuild the Finance Department team in time to keep the department functioning after five employees retired and to assist Ms. Johnson prepare the 2019 budget.

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

The citizens of Florissant have been proactive along with this Administration and the City Council and new sales tax revenue has been approved by the voters in Florissant starting in 2016 from Florissant Prop S for street maintenance, starting in 2017 from Florissant Prop A&R for code enforcement and starting in 2018 from St. Louis County Wide Prop P for public safety. There is a possibility that additional revenues will be available for Florissant in the future if Missouri Prop D for State Highway Safety including Hwy. Patrol, infrastructure maintenance and improvements passes on November 6.

The net effect of the above dynamics are a net positive revenue forecast which I feel should allow the Florissant City Government to continue to provide the level of services and programs that our residents have come to appreciate and expect without compromising the required reserve.

Every Municipality is a service organization and at the heart of our ability to serve our residents is the effectiveness of our employees. I am a former employee myself having served under the Eagan Administration as City Engineer therefore I know firsthand the importance of appreciating the needs of our great employees.

For our uniformed Police Officers the City Council passed a new pay ordinance which provides a minimum 8% increase effective December 1, 2017 which is reflected in this budget.

In July 2014 a new pay plan was adopted by the City Council which gave all full-time employees a new pay schedule which provides for a 2% merit pay step increase. The 2018 proposed budget continues to provide a 2% merit increase to eligible personnel.

21 full time non uniformed employees have not received a merit pay increase for quite some time because they have been at the top of their pay scale. The proposed budget proposes to provide those employees with a 2 % increase in salary.

There have been no increases for part-time employees for many years. The budget proposal calls for adding additional pay scales to all part time positions.

It is recommended that the City will continue to pay 100% of employee health care premiums and 25% for dependent premiums. Through careful and professional negotiations with the assistance of our Employee Benefit Consultants, we are pleased to report that Medical premiums will not increase this year.

General fund revenue would be down nearly \$500,000. Two revenue sources account for this drop: Utility tax revenue is down \$225,000 and court revenue is down \$300,000. That being said, projected revenue budgeted for the general fund is up just over \$2.1 million compared to that budgeted in 2017. Proposed sales tax revenue in the general fund is \$2.6 million more than the 2017 budget with all of the increase coming from the Prop P funds. All Prop P funds will be used to improve and support our Police Department. The capital improvement sales tax reflects an increase of \$50,000 compared to the 2017 budget while the park improvement sales tax budget reflects no increase at all.

A healthy reserve is crucial to maintaining a consistent level of services and programs over time. Reserves provide the cushion necessary to bridge the ebbs and flows in the City's revenue streams from one year to the next. The general fund is projected to have a reserve balance of \$8.2 million going into the 2018 fiscal year. We are pleased to report that the proposed budget does not anticipate the need to borrow significant if any funds from general fund reserves this year. It is projected that the general fund will have a reserve balance of more than 30% of the proposed budget and above our policy of targeting a reserve balance of at least 10%. The proposed budget is a balanced budget and is sustainable.

Sales tax in the general fund, our single most important revenue source, is consumer driven and is budgeted to reflect no increase over 2018.

The proposed budget includes \$4,532,010 in funding for street, road, bridge and sidewalk work. In the Capital Improvement fund \$950,000 will be allocated for street maintenance contracts including asphalt overlays and preservation and Concrete pavement slab replacement. \$55,000 will be used for routine bridge repair and \$150,000 will be used for annual sidewalk repair.

Proposition S, the street sales tax, will be the conduit for \$3,582,010 in street projects. \$2,327,010 is budgeted to accomplish the North Lafayette Street reconstruction. \$200,000 is budgeted to accomplish the St. Ferdinand and North Highway 67 project. These major street projects are facilitated under the auspices of a Federal public improvement grant through the East-West Gateway Council of Governments. The city will receive 80% or \$1,861,600 of the cost of the North Lafayette project back in grant revenue. The city will receive 80% or \$160,000 of the cost of the St. Ferdinand and North Highway 67 project back in grant revenue. The long standing practice of utilizing grants to help fund projects for our bridges and roadways is a very cost effective approach enabling Florissant to leverage the maximum value from tax collections.

The Street Fund will also allow procurement of a Brine application system which will allow the City to more effectively pre- treat for winter storms, as well as help make the salt we spread on City streets more effective.

\$1,055,000 from the street sales tax will fund the second year of the continuous major street projects to restore curb and riding surfaces to like new condition. 2018 saw the second full year of projects completed resulting in new concrete curbs to: Marrissa Drive, Greeley Drive, Kathleen Court, Lemondale Lane, Limedale Lane, Orangedale Lane, Creston Drive, Sorrell Drive, Greengrass Drive, Banstead Drive, Stonehaven Drive, St. Jean Street (from St. Francois to south end), St. Marie Lane(Florissant Road to Alpha), St. Patrice Lane (W. St. Anthony to St. Maurice), St. Maurice (St. Patrice to Lafayette), and St. Michael (Florissant to Aubuchon).

As Mayor, I continue to encourage industrial development, manufacturing, warehousing, retail, and commercial developments in Florissant and the greater North County area in an effort to provide jobs for our current and future residents and to stimulate economic activity to benefit our local businesses. We continue to have robust Economic Development success. Companies of all sizes, including National brands and Developers, are proving that they believe in the future of Florissant.

New business facilities open recently include Total Urgent Care, Popeye's, U-Haul Climate Control Storage, Regions Bank, Raising Canes, Crazy Bowls and Wraps, D'Vita Dialysis and Happy Nails. Business activity under construction are; First Collinsville Bank, Dunkin Donuts, Chick Fil A, Aspen Dental, MOD Pizza, and the 26 million dollar Siteman Cancer Center at Christian NW campus.

There are many exciting projects that are in the Due Diligence and Planning Phase and we are working with the Developers to bring them to fruition anticipating more public announcements this year and in 2019 and beyond.

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

- A. Fully fund the new uniformed personnel salary plan that the City Council passed in May, 2017 which provides a minimum 8% increase with an effective date of December 1, 2017. In addition, the Administration is still researching pension alternatives, including Lagers, in an effort to provide a total compensation package to be as competitive as possible to continue to attract and retain outstanding Florissant police officers.
- B. The police budget in the general fund reflects just \$600,000 for a number of capital items.

- C. Continue to fully fund the salary plan for full-time non-uniformed personnel that the City Council passed in July 2014.
- D. The proposed budget include the changes made in 2018 to strengthens the city's Information Technology (IT) services and oversight with the two new positions, an IT Director and a second IT Manager position to continue the mission to take our automation to the next level led by IT Director Steve Weissmuller. The IT changes to the Public Works data system is making measurable progress and will be ready for a test drive early in the second quarter of 2019.
- E. The changes that were made in 2018 to the unclassified pay structure that were researched and recommended by the Human Resources Director were designed to maintain the city's competitiveness in order to attract and retain the most qualified Administration management personnel now and in the future. This investment helped to fill essential leadership vacancies last year and served to provide the necessary levels of compensation to keep and attract needed leadership in all departments.
- F. A new department was created last year with will reflect activities and expenses of the Prosecuting Attorneys with a dedicated Assistant Court Clerk. This is reflective of input from the Judge and in compliance with new Missouri Supreme court rules.
- G. Continue the change made for 2018 which made the Economic Development Director position a part-time position effective December 1, 2017.
- H. The hours for part-time positions continue to be limited so that no part-time position will be regularly scheduled to work more than 29 hours per week.
- I. The fee for the day camp program to align the subsidies for this program with comparable programs offered by other municipalities and alternate providers of seasonal day care was had the desired effect to serve our residents and at the same time reduce our expenditures and this will be continued. Our program will still remain an outstanding value and resource for our residents to use care for their children each summer.
- J. A reduction in the hours for both civic centers was implemented with success last year and will be continued. This will continue to reduce the costs for both personnel and operations while having very little impact on programs and services
- K. .The City will continue to take on the full production costs of the St. Louis Family Theater Series as a result of a change of priorities by the Junior League. It is important to continue this wholesome family entertainment series for the youth and parents of our community. This year we are asking to appropriate \$10,000 from the Park Improvement Fund to purchase a computerized light board to enhance the theater experience.
- L. Over the past two years the Florissant Golf Course staff has been successful in increasing patronage with more tournaments and daily fee play. Prestige and customer satisfaction are at an all-time high regarding both the condition of the golf course accomplished by the Course Superintendent and the level of high touch service provided by the Club House Manager, Don Ryan and his enthusiastic staff. As a result of the success of the new business model, under the supervision of the Parks Director with the assistance of the Council Golf Committee, the Golf Course continues to experience an increasingly improved financial outlook. There are proposed changes for two positions.

Two years ago the position of Club House Manager was created and was challenged to increase play and since then he has addressed multiple issues to improve the branding and enhance the experience of our patrons. He has increase tournaments this year by an additional 13. Because of his success and recognizing that this must be treated as much as a business decision as it is a municipal decision we are recommending an upgrade in salary for the Club House Manager from Grade 5, Step 1 to a Grade 6, Step 1 . Mr. Ryan is doing an unbelievable job of marketing and providing excellent service to our customers which warrants this raise for him to continue in this manner.

Last year the golf mechanic was removed from the budget and replaced with a Class "C" laborer. At the time he was put in as a Grade 2. However all laborers in the city that are a Class "C" are a Grade 4. Therefore, to correct this error it is being recommended that he be moved to a Grade 4, Step 1. This person is under the supervision of the Course Superintendent and is called upon to do a majority of the machinery maintenance as well as fill in as needed for all other on course maintenance tasks determined necessary by the superintendent.

The Assistant Club House Manager was placed at a Grade 2. However his position was placed below the other clerks in the city. He does as much if not more than clerk duties and has to deal with golf patrons every day. Thus, it is furthermore recommended to move him to a Grade 3, Step 1 for all of his hard work assisting the Golf Course Club House Manager provide an outstanding experience for our patrons.

- M. Approximately \$535,000 has been budgeted from the park improvement fund a Municipal Park Grant to install a new Splash Pad in Koch Park. A Grant for up to 95% of a maximum of \$525,000, or \$508,250 has been applied for this project and staff and I are confident that we will hear some good news in December that the city will be awarded the grant.

An additional \$10,000 has been added to the park improvement fund for the purchase of upgrading many of our aging playground equipment along with purchasing additional face to face swings to other parks nest year. Two face to face swings were purchased out of the current funding and they have been enthusiastically welcomed therefore we are recommending at least 6 additional swings to be added with a goal of having at least one in each park.

\$100,000 has been budgeted in the park improvement fund to replace the 20 year old Zamboni to which much expense has been incurred to repair it over the past couple of years. We have experienced numerous breakdowns no matter how many repairs have been made.

\$207,000 has been requested to make upgrades to Field 1 at Koch Park, and Fields 2, 3, 5 and 6 at St. Ferdinand Park. The improvements will include new fencing and an asphalt overlay at Koch Park. Dugouts with concrete pads will be installed at the fields in St. Ferdinand to enhance the ball fields at this park.

- N. \$515,000 has been budgeted to pay for street lights and related maintenance including \$30,000 for new and replacement lights.
- O. Due to the tremendous effort to meet the deadline of presenting this budget there will likely be additional highlights that I will share before the budget deliberations.


I wish to thank Chief Lowery and his Command Staff, Public Works Director Todd Hughes and his staff, Interim Parks Director Cheryl Thompson, and her staff and all of the Department Heads for their diligence and hard work in assisting the administration in the preparation of the proposed budget. I commend all of the employees of the City of Florissant for their hard work and dedication to the



residents of our City. I again thank new Finance Director Kimberly Johnson and Assistant Finance Director Jennifer Morris for working as many hours as it took to complete the 2019 budget on their first try.

This Budget has been prepared to be balanced and sustainable and to continue to provide the level of services that the residents of Florissant have come to expect. I look forward to discussing the proposed budget with the Florissant City Council and to continue to work together for the progress of our beautiful city.

Respectfully Submitted,



Thomas P. Schneider  
Mayor

# CITY OF FLORISSANT



## NOTICE OF PUBLIC HEARING

**NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF FLORISSANT WILL HOLD A PUBLIC HEARING ON THE PROPOSED BUDGET FOR THE CITY OF FLORISSANT INCLUDING THE GENERAL REVENUE FUND, CAPITAL IMPROVEMENT FUND, PARK IMPROVEMENT FUND, STREET IMPROVEMENT FUND, SEWER LATERAL FUND, PROPERTY REVITALIZATION FUND, PROPERTY MAINTENANCE FUND, PUBLIC SAFETY FUND AND COURT BUILDING FUND FOR THE FISCAL YEAR BEGINNING DECEMBER 1, 2018 IN THE COUNCIL CHAMBERS, 955 RUE ST. FRANCOIS, ON MONDAY, OCTOBER 8, 2018 AT 7:30 P.M.**

**ALL INTERESTED PERSONS ARE INVITED TO ATTEND THE PUBLIC HEARING AND MAY PRESENT THEIR VIEWS CONCERNING THE PROPOSED BUDGET. ANYONE WITH SPECIAL NEEDS SHOULD CONTACT THE CITY CLERK AT LEAST 5 DAYS BEFORE SAID PUBLIC HEARING BY CALLING 839-7630 OR TDD 839-5142.**

**BY ORDER OF THE CITY COUNCIL OF THE CITY OF FLORISSANT.  
KAREN GOODWIN, MMC, CITY CLERK**

1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 12<sup>TH</sup>, 2018

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BILL NO. 9442

ORDINANCE NO.

**AN ORDINANCE APPROVING THE COMMUNITY DEVELOPMENT  
BLOCK GRANT (CDBG) FY2019 ANNUAL ACTION PLAN FOR THE CITY  
OF FLORISSANT, MISSOURI AND AUTHORIZING AND DIRECTING THE  
MAYOR TO SUBMIT SUCH PLAN TO THE UNITED STATES  
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**WHEREAS**, the Mayor and City Council Members of the City of Florissant, Missouri being first duly assembled at a regular City Council meeting on the 8th day of October, 2018, and

**WHEREAS**, as a Metropolitan City and an Entitlement Community, and in accordance with 24 CFR 91, the City of Florissant, Missouri is required to prepare an Annual Action Plan for use of CDBG funds; and

**WHEREAS**, the City of Florissant must submit the CDBG Consolidated and Annual Action Plan to the United States Department of Housing and Urban Development (HUD) no later than January 1, 2019; and

**WHEREAS**, the City Council has reviewed the CDBG Consolidated and Annual Action Plan, a copy of which is marked Exhibit A and is attached hereto and incorporated herein by reference as if fully set forth.

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

Section 1. The City Council of the City of Florissant, Missouri does hereby approve the CDBG Consolidated and Annual Action Plan marked Exhibit A, and does hereby authorize and direct the Mayor of the City of Florissant, Missouri, to execute the CDBG Consolidated and Annual Action Plan and to submit it to the United States Department of Housing and Urban Development.

PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2018.

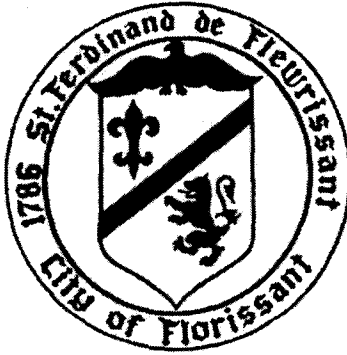
\_\_\_\_\_  
Jeff Caputa  
President of the Council  
City of Florissant

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

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

ATTEST:

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



**PUBLIC NOTICE  
CITY OF FLORISSANT**

**Public Hearing for the Community Development Block Grant (CDBG)  
Fiscal Year (FY) 2019 Annual Action Plan**

**Florissant City Hall, Council Chambers  
955 rue St. Francois  
Florissant, Missouri 63031  
October 8, 2018 at 7:30 p.m.**

**PUBLIC NOTICE IS HEREBY GIVEN that a public hearing will be held on Monday, October 8, 2018, at 7:30 p.m. at Florissant City Hall Council Chambers concerning the Fiscal Year 2019 Annual Plan for the Florissant Community Development Block Grant Program.**

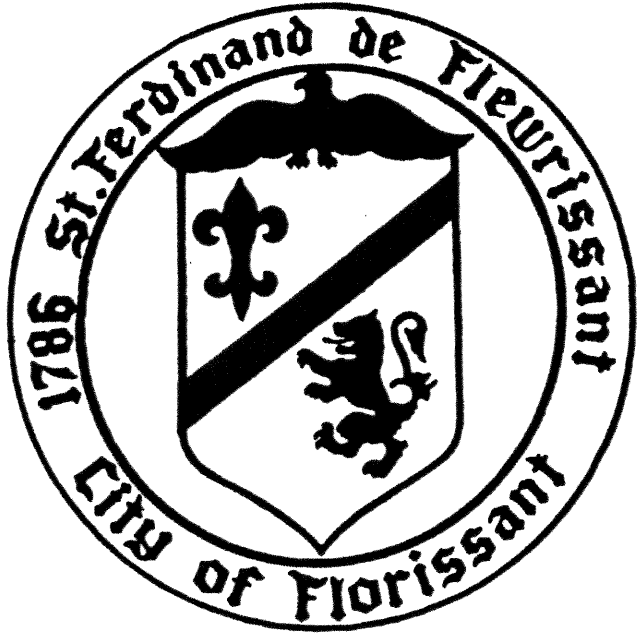
**Anyone who needs assistance or auxiliary aids for the meeting should contact Carol O'Mara at (314) 839-7680 At least 24 hours before the meeting.**

**Posted this 24<sup>th</sup> day of September, 2018**

**M. Carol O'Mara, Director  
Housing and Community Development  
3147.839.7680**

# CDBG

## ANNUAL ACTION PLAN FY2019



# DRAFT



## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

The Consolidated Plan is a strategic planning instrument required by the Department of Housing and Urban Development (HUD) as part of the Community Development Block Grant (CDBG) Program. The Consolidated Plan helps the City of Florissant identify key community issues and the resources to deal with those issues.

This Annual Plan outlines the use of Community Development Block Grant (CDBG) funds for FY2019.

The Annual Action Plan process requires that the grantee outline an action plan, which addresses the priority needs and local objectives of the community over a one year period.

#### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

As an entitlement community, the City of Florissant has determined, through a needs assessment, market analysis, and public participation process that it is in the best interest of the community to continue to concentrate limited CDBG funds in a few areas of primary concern over the next five years. Housing, Public Services, and the Removal of Architectural Barriers have been the focus in the past and will remain the focus over the next five years. There continues to be a need and concern regarding the preservation and maintenance of existing structures, homeownership, lead, and emergency repair throughout the City. The programs addressing these issues that the City currently funds have been very popular and have met a great need in the community. In addition, Public Services programs such as programs for persons with disabilities and emergency mortgage, rental, and utility assistance have been identified through the needs assessment and public participation process as important strategies for serving City residents.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Florissant has an excellent performance record and, as of the end of 2016, is on track to far exceed performance goals for the six CDBG funded activities from the last Consolidated Plan (covering FY2016-FY2020).

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The City of Florissant has had an active Citizens Participation Committee (CPC) for many years. It is made up of Florissant residents who are appointed from their respective wards by the City Council. It serves as the official citizen advisory body for all phases of the Community Development Block Grant (CDBG) application development, program implementation, monitoring and evaluation processes. The CPC meets to review CDBG activities and to propose an annual CDBG budget to the City Council.

In accordance with our Citizen Participation Plan, our 2019 Annual Action Plan process included a public hearing. The CPC committee met on September 12, 2018 and a public hearing was held on September 24, 2018 at 7:30 p.m. in the Florissant City Council Chamber. Public hearing notices were posted on the City's cable television channel and the City's website, soliciting comments and participation in the process. Other announcements were posted across the city at library branches, community centers, City Hall, and the Independent Newspaper.

A summary of the draft plan was posted on our cable TV channel. The summary described the contents of the plan and the entire Annual Action Plan could be reviewed at the City's Government Center, on the City Website or by written request. The plan was available for public comment for 30 days starting on September 25, 2018. The city also provides free copies of the plan to citizens and groups that request a copy in writing. The draft-annual action plan is made available to persons with disabilities in a format that is readily accessible upon request.

**5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

At this point in time, there have been no public comments beyond the discussion at the September 24, 2018 Public Hearing and Citizen Participation Committee meeting. Discussion of the FY2019 Annual Action Plan revealed that the City's priority need is still single family housing but with the increase in rental dwelling there is a need in this area therefore the City of Florissant will again fund the Mortgage, Rental and Utility Assistance Program for FY2019. Due to the excess funds in Administration and Project Impact these activities will remain but will not be funded for FY2019.

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

N/A

**7. Summary**

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	FLORISSANT	Community Development Department

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City of Florissant has always been proactive in its communications with residents and we have many mechanisms for public input in place. We publish and mail a monthly newsletter directly to residents. We also produce our own cable television channel. We have had an active Citizens Participation Committee (CPC) for many years. It was developed as part of the City of Florissant's effort to include as many citizens as possible in the community development planning process. The CPC is made up of Florissant residents who are appointed from their respective wards by the City Council. It serves as the official citizen advisory body for all phases of the Community Development Block Grant (CDBG) application development, program implementation, monitoring and evaluation processes. The CPC is the major mechanism whereby the citizens of Florissant have an opportunity to express their needs as well as to be kept aware of the performance of the city's community development programs. The CPC meets to review CDBG activities and to propose an annual CDBG budget to the City Council. It:

- Conducts regular meetings on the second Thursday of each month, except June, July and August
- Evaluates and recommends priorities regarding community development needs
- Evaluates existing CDBG programs
- Evaluates and recommends programs for possible inclusion in future Annual Plans
- Evaluates any amendments to approved CDBG projects, except those for urgent need activities
- Evaluates suggested uses of any CDBG funds earmarked for contingency activities
- The CPC may recommend against such expenditures.
- Reviews the draft Consolidated Plan prior to its being made available for public comment
- Recommends changes in the draft Consolidated Plan.

- Reviews the Citizen Participation Plan annually
- Provides assistance and information to interested individuals and/or groups within Florissant

As a Metropolitan City entitlement community, our goal is to educate the community on the Community Development Block Grant (CDBG) program and to encourage citizen participation in the local consolidated planning process. Our long-term goal is to keep the public involved in our community and to provide opportunities to participate in the consolidated planning process on an annual basis.

In accordance with our Citizen Participation Plan, our process included a public hearing. The CPC committee met on September 12, 2018 and a public hearing for the FY2019 Annual Action Plan was held on September 24, 2018 at 7:30 p.m. in the Florissant City Council Chamber. Public hearing notices were posted on the City's cable television channel and the City's website, soliciting comments and participation in the process. Other announcements were posted across the city at library branches, community centers, City Hall, and in the Independent Newspaper. The public hearing was held in a handicap accessible building. The building has a handicapped accessible entrance, handicapped accessible restrooms for both men and women, and wide hallways and doorways to accommodate the handicapped residents of our community.

A summary of the draft plan was posted on our cable TV channel and city's website. The summary described the contents of the plan and the entire Annual Plan could be reviewed at the City's Government Center, on the City's website or by written request. The plan was available for public comment for 30 days starting on September 25, 2018. The city also provides free copies of the plan to citizens and groups that request a copy in writing. The draft-consolidated plan is made available to persons with disabilities in a format that is readily accessible upon request.

**Consolidated Plan Public Contact Information**

Mrs. M. Carol O'Mara  
 Director of Housing and Community Development  
 Florissant Government Building  
 1055 rue St. Francois  
 Florissant, Missouri 63031  
 (314) 839-7680



## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

**Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

The City of Florissant administers the CDBG programs covered by the Consolidated Plan. The Housing and Community Development Office administers the CDBG funds and is the lead for the City in coordinating these activities. The Housing and Community Development Office consists of a Community Development (CD) Director and one full time, one part time CD Specialist and one part time Volunteer Coordinator. Duties consist of developing relationships with the various service organizations serving the community, enhancing communication with the public, and educating residents on services available both from the City and from other entities. The CD staff attends meetings involving a wide spectrum of agencies and groups involved in issues such as housing, homelessness, foreclosures, community services, AIDS, persons with disabilities, and environmental concerns. The CD staff also attends regular meetings to coordinate with the St. Louis County Continuum of Care.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

N/A

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

N/A

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

**Identify any Agency Types not consulted and provide rationale for not consulting**

N/A

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

N/A

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The City of Florissant has had an active Citizens Participation Committee (CPC) for many years. It is made up of Florissant residents who are appointed from their respective wards by the City Council. It serves as the official citizen advisory body for all phases of the Community Development Block Grant (CDBG) application development, program implementation, monitoring and evaluation processes. The CPC meets to review CDBG activities and to propose an annual CDBG budget to the City Council.

In accordance with our Citizen Participation Plan, our 2019 Annual Action Plan process included a public hearing. The CPC committee met on September 12, 2018 and a public hearing was held on September 24, 2018 at 7:30 p.m. in the Florissant City Council Chamber. Public hearing notices were posted on the City's cable television channel and the City's website, soliciting comments and participation in the process. Other announcements were posted across the city at library branches, community centers, City Hall, and the Independent Newspaper.

A summary of the draft plan was posted on our cable TV channel and city's website. The summary described the contents of the plan and the entire Annual Action Plan could be reviewed at the City's Government Center, on the City's website or by written request. The plan was available for public comment for 30 days starting on September 25, 2018. The city also provides free copies of the plan to citizens and groups that request a copy in writing. The draft-consolidated plan is made available to persons with disabilities in a format that is readily accessible upon request.

At this point in time, there have been no public comments beyond the discussion at the September 24, 2018 Public Hearing and Citizen Participation Committee meeting. Discussion of the FY2019 annual plan revealed that the City's priority need is still single family housing but with the increase in rental dwelling we would continue to fund the Mortgage, Rental and Utility Assistance Program for FY2019 as well as adding a tree program to Project IMPACT funding it with potential program income. The funding of these programs could assist in possibly opening up more opportunities for Florissant residents. Due to the excess funds in Administration and Project IMPACT these activities will remain but will not be funded for FY2019.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Minorities Non-English Speaking - Specify other language: various Persons with disabilities Non-targeted/broad community Citizen Participation Committee				

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Hearing	Minorities Non-English Speaking - Specify other language: various Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing				
3	News Release	Non-targeted/broad community				



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Internet Outreach	Non-targeted/broad community	Notice of CPC meeting and Public Hearing was put on the City's website and cable channel reaching thousands of people which included the solicitation of comments, public hearing and draft plan availability			
5	Mailing to Tribes re: Public Hearing	Minorities Indian Tribes				
6	Public Municipal Posting-Public Hearing	Non-targeted/broad community				

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.220(c) (1, 2)

#### Introduction

The City of Florissant expects an allocation of \$241,140 in CDBG funding for FY2019. During the FY2010-FY2014 Consolidated Plan period, CDBG allocations varied between \$200,837 (lowest allocation) and 241,879 (highest allocation) with an average allocation of \$219,724. The chart below assumes that same average allocation of \$219,724 for each of the four years FY2016, FY2017, FY2018, and FY2019.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	241,140	0	241,140	0	Funds various programs throughout the City of Florissant

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

While the City of Florissant has a small CDBG allocation, it is very highly leveraged through Project IMPACT (formally known as the C.O.P.S. program) in order to provide home repairs, and accessibility improvements to the maximum number of low- to moderate-income and/or disabled Florissant residents. Project IMPACT uses CDBG funding to purchase wheelchair ramps, materials and supplies for homes that are then rehabbed by qualified volunteers. The volunteer labor allows more households to be served with limited funding. In the event a situation arises that volunteer efforts cannot be utilized due to a lack of qualified and available volunteers, the program will allow for reimbursement of labor on exterior repairs.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

**Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Home Improvement Program	2016	2020	Affordable Housing	City of Florissant	Housing Repair and Improvement	CDBG: \$171,140	Homeowner Housing Rehabilitated: 34 Household Housing Unit
2	Home Improvement Program - Mechanical	2016	2020	Affordable Housing	City of Florissant	Housing Repair and Improvement	CDBG: \$60,000	Homeowner Housing Rehabilitated: 12 Household Housing Unit
3	Project IMPACT (formally known as C.O.P.S.	2016	2020	Affordable Housing	City of Florissant	Housing Repair and Improvement	CDBG: \$0.00	Homeowner Housing Rehabilitated: 10 Household Housing Unit
4	Mortgage, Rental & Utility Assistance	2016	2020	Public Services	City of Florissant	Emergency Mortgage, Rental, and Utility Assistance	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit: 20 Persons Assisted
5	Administration	2016	2020	Administration	City of Florissant		CDBG: \$0.00	

**Table 6 – Goals Summary**

## Goal Descriptions

<p><b>1</b></p>	<p><b>Goal Name</b></p> <p>Home Improvement Program</p>	<p><b>Goal Description</b></p> <p>Designed to help low- to moderate-income homeowners with much needed home repairs that they otherwise would not be able to afford. The repairs will improve recipients' living environment and, in some cases, help the recipients stay in their homes. The program will provide a no-interest, \$5,000 five-year forgivable loan to qualifying households for the rehabilitation of owner-occupied single-family dwellings. The purpose of the loan will be to bring existing housing up to the City's minimum housing standards/codes and to address accessibility and safety issues. The household must qualify as low- to moderate-income. The program is available community-wide.</p>
<p><b>2</b></p>	<p><b>Goal Name</b></p> <p>Home Improvement Program - Mechanical</p>	<p><b>Goal Description</b></p> <p>In recent years, the need for the replacement of heating and cooling units has been quite significant, especially in emergency situations. The Home Improvement Program - Mechanical will be offered as a grant to low- to moderate-income homeowners for the replacement of heating and/or cooling units and will be available on a first come first serve basis throughout the year until funding has been expended. The repairs will improve recipients' living environments and, in some cases, help the recipients to stay in their homes. The household must qualify as low- to moderate-income. The program is available community-wide.</p>



<p><b>3</b></p>	<p><b>Goal Name</b></p> <p>Project IMPACT: Initiative to Maintain Properties and Assist our Community Together (formally known as C.O.P.S.)</p>
<p><b>Goal Description</b></p>	<p>Remaining funds from previous years will be expended to provide materials for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents could be or have been temporarily displaced from their homes due to health and safety issues. The City of Florissant has been experiencing a shortage of experienced volunteer groups that are qualified to do specialized exterior repairs and the construction of ADA compliant wheelchair ramps. When the situation arises that no volunteer group is qualified and available to do this work, the program will allow up to \$3,000 of Project IMPACT funds to be used towards the materials and construction of these ramps. These activities will improve recipients' living environments and, in some cases, help the recipients stay in their homes. The household must qualify as low- to moderate-income, disabled or indigent residents. The program is available community-wide. Additionally, a substantial need has been identified in the community for assistance regarding the aging tree population in the area. In order to address this growing safety concern, this program will allow for up to \$3,000 to be utilized towards the mitigation of tree hazards. The funding for this program will come primarily from project income.</p>
<p><b>4</b></p>	<p><b>Goal Name</b></p> <p>Mortgage, Rental &amp; Utility Assistance</p>
<p><b>Goal Description</b></p>	<p>This program provides mortgage, rental, and utility assistance program to serve low- to moderate-income households facing emergency or severe temporary economic hardship and was awarded to CAASTLC in September 2016. This program is designed to help residents stay in their homes, whether they are home owners or renters.</p>
<p><b>5</b></p>	<p><b>Goal Name</b></p> <p>Administration</p>
<p><b>Goal Description</b></p>	

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

## AP-35 Projects – 91.220(d)

### Introduction

The table below lists the four (4) projects – three (3) housing programs and one (1) public service programs – that the City of Florissant will undertake in FY2019 in order to address the needs identified through this Consolidated Plan Process.

#	Project Name
1	Home Improvement Program
2	Home Improvement Program - Mechanical
3	Project IMPACT (formally known as C.O.P.S.)
4	Mortgage, Rental & Utility Assistance
5	Administration

Table 8 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

#### Home Improvement Program

Designed to help low- to moderate-income homeowners with much needed home repairs that they otherwise would not be able to afford. The repairs will improve recipients' living environment and, in some cases, help the recipients stay in their homes. The program will provide a no-interest, \$5,000 five-year forgivable loan to qualifying households for the rehabilitation of owner-occupied single-family dwellings. The purpose of the loan will be to bring existing housing up to the City's minimum housing standards/codes and to address accessibility and safety issues. The household must qualify as low- to moderate-income. The program is available community-wide.

#### Home Improvement Program – Mechanical

In recent years, the need for the replacement of heating and cooling units has been quite significant, especially in emergency situations. The Home Improvement Program - Mechanical will be offered as a grant to low- to moderate-income homeowners for the replacement of heating and/or cooling units and will be available on a first come first serve basis throughout the year until funding has been expended. The repairs will improve recipients' living environments and, in some cases, help the recipients to stay in their homes. The household must qualify as low- to moderate-income. The program is available community-wide.

Project IMPACT: Initiative to Maintain Properties and Assist our Community Together (formally known as C.O.P.S.)

Funds will be expended to provide materials for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents could be displaced from their homes due to

health and safety issues. The City of Florissant has been experiencing a shortage of experienced volunteer groups that are qualified to do specialized exterior repairs and the construction of ADA compliant wheelchair ramps. When the situation arises that no volunteer group is qualified and available to do this work, the program will allow up to \$3,000 of Project IMPACT funds to be used towards the materials and construction of these ramps or repairs. These activities will improve recipients' living environments and, in some cases, help the recipients stay in their homes. The household must qualify as low- to moderate-income, disabled or indigent residents. The program is available community-wide.

Additionally, a substantial need has been identified in the community for assistance regarding the aging tree population in the area. In order to address this growing safety concern, this program will allow for up to \$3,000 to be utilized towards the mitigation of tree hazards. The funding for this program will come primarily from project income.

#### Mortgage, Rental & Utility Assistance

This program provides mortgage, rental, and utility assistance program to serve low- to moderate-income households facing emergency or severe temporary economic hardship and was awarded to CAASTLC in September 2016. This program is designed to help residents stay in their homes, whether they are home owners or renters.

# Projects

## AP-38 Projects Summary Project Summary Information

Table 9 – Project Summary

<b>1</b>	<b>Project Name</b>	Home Improvement Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Home Improvement Program
	<b>Needs Addressed</b>	Housing Repair and Improvement
	<b>Funding</b>	CDBG: \$171,140
	<b>Description</b>	Designed to help low- to moderate-income homeowners with much needed home repairs that they otherwise would not be able to afford. The repairs will improve recipients' living environment and, in some cases, help the recipients stay in their homes. The program will provide a no-interest, \$5,000 five-year forgivable loan to qualifying households for the rehabilitation of owner-occupied single-family dwellings. The purpose of the loan will be to bring existing housing up to the City's minimum housing standards/codes and to address accessibility and safety issues. The household must qualify as low- to moderate-income. The program is available community-wide.
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates assisting 34 households with the Home Improvement Loan Program
	<b>Location Description</b>	The City will accept households within the city limits
	<b>Planned Activities</b>	The Home Improvement Program provides up to \$5000 as a 0% interest forgivable loan to eligible City of Florissant residents to assist with home improvement projects.

<b>2</b>	<b>Project Name</b>	Home Improvement Program - Mechanical
	<b>Target Area</b>	
	<b>Goals Supported</b>	Home Improvement Program - Mechanical
	<b>Needs Addressed</b>	Housing Repair and Improvement
	<b>Funding</b>	CDBG: \$60,000
	<b>Description</b>	In recent years, the need for the replacement of heating and cooling units has been quite significant, especially in emergency situations. The Home Improvement Program - Mechanical will be offered as a grant to low- to moderate-income homeowners for the replacement of heating and/or cooling units and will be available on a first come first serve basis throughout the year until funding has been expended. The repairs will improve recipients living environments and, in some cases, help the recipients to stay in their homes. The household must qualify as low- to moderate-income. The program is available community-wide.
	<b>Target Date</b>	12/31/2020
<b>3</b>	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates assisting 12 households with the HIP-M Program
	<b>Location Description</b>	The City will accept households within the city limits
	<b>Planned Activities</b>	The Home Improvement Program - Mechanical program provides up to \$5000 grant to low- to moderate-income homeowners for the replacement of water heaters, heating and/or cooling units. Project IMPACT: Initiative to Maintain Properties and Assist our Community Together (FKA C.O.P.S.)
	<b>Project Name</b>	
	<b>Target Area</b>	
	<b>Goals Supported</b>	Project IMPACT: Initiative to Maintain Properties and Assist our Community Together (FKA C.O.P.S.)
	<b>Needs Addressed</b>	Housing Repair and Improvement / Housing Accessibility
<b>Funding</b>	CDBG: \$0.00	

<p><b>Description</b></p> <p>Remaining funds from previous years will be expended to provide materials for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents could be or have been temporarily displaced from their homes due to health and safety issues. The City of Florissant has been experiencing a shortage of experienced volunteer groups that are qualified to do specialized exterior repairs and the construction of ADA compliant wheelchair ramps. When the situation arises that no volunteer group is qualified and available to do this work, the program will allow up to \$3,000 of Project IMPACT funds to be used towards the materials and construction of these ramps. These activities will improve recipients living environments and, in some cases, help the recipients stay in their homes. The household must qualify as low- to moderate-income, disabled or indigent residents. The program is available community-wide. These activities will improve recipients' living environments and, in some cases, help the recipients stay in their homes. The household must qualify as low- to moderate-income, disabled or indigent residents. The program is available community-wide.</p> <p>Additionally, a substantial need has been identified in the community for assistance regarding the aging tree population in the area. In order to address this growing safety concern, this program will allow for up to \$3,000 to be utilized towards the mitigation of tree hazards. The funding for this program will come primarily from project income.</p>	
<p><b>Target Date</b></p>	<p>12/31/2020</p>
<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p>The City estimates that 10 households will be assisted with Project IMPACT</p>
<p><b>Location Description</b></p>	<p>Participants of this program will be City Wide</p>
<p><b>Planned Activities</b></p>	<p>Funds will be expended to provide materials for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents could be or have been temporarily displaced from their homes due to health and safety issues.</p>



<b>4</b>	<b>Project Name</b>	Mortgage, Rental & Utility Assistance
	<b>Target Area</b>	
	<b>Goals Supported</b>	Mortgage, Rental & Utility Assistance
	<b>Needs Addressed</b>	Emergency Mortgage, Rental, and Utility Assistance
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	The City will continue to fund the mortgage, rental, and utility assistance program to serve low- to moderate-income households facing emergency or severe temporary economic hardship. This program is designed to help residents stay in their homes, whether they are home owners or renters.
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates that 20 individuals will be assisted with the MRU Assist Program
	<b>Location Description</b>	Participants will be accepted from within the City of Florissant limits
	<b>Planned Activities</b>	Mortgage, rental, and utility assistance will be provided to those who are in jeopardy of becoming homeless due to past due or late rent/mortgage and utility payments.
<b>5</b>	<b>Project Name</b>	Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Administration
	<b>Funding</b>	CDBG: \$0.00
	<b>Description</b>	Funds will be used to pay costs associated with the administration of the CDBG program. Funds will pay for supplies, staff salaries, public notices, indirect costs and other costs associated with the grant.
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This activity is administration and will not benefit low income families directly.
	<b>Location Description</b>	
	<b>Planned Activities</b>	

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The City of Florissant will not be allocating CDBG funded programs based on geographic target areas. CDBG investments are made city-wide since low- to moderate-income persons are not concentrated in a single geographic area of the City. Instead, programs funds will be distributed based on need and eligibility. Please reference section SP-10 of this document for additional detail, including maps of where low- to moderate-income persons live within the City of Florissant.

Future Annual Action Plans will allow the City of Florissant to reevaluate community conditions and determine whether geographic targeting for one or more CDBG funded programs is appropriate.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City of Florissant	100

Table 10 - Geographic Distribution

### **Rationale for the priorities for allocating investments geographically**

N/A

### **Discussion**

N/A

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	76
Special-Needs	
Total	76

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	20
The Production of New Units	0
Rehab of Existing Units	56
Acquisition of Existing Units	0
Total	76

**Table 12 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The City of Florissant does not have an independent public housing authority, but rather lies within the jurisdiction of the St. Louis County Housing Authority. The St. Louis County Authority is responsible for public housing related action planning.

### **Actions planned during the next year to address the needs to public housing**

Not applicable.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

Not applicable.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Not applicable.

### **Discussion**

Not applicable.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The City of Florissant does not receive an Emergency Solutions Grant allocation for homeless facilities and services and there are not facilities or housing targeted to homeless households within Florissant. Instead, the City of Florissant falls within the boundaries of the St. Louis County Continuum of Care (CoC), which promotes a regional approach to addressing homelessness. Saint Louis County residents, including Florissant residents, who are homeless or experiencing a housing crisis can seek assistance by calling the Emergency Shelter Hotline. The Hotline is a centralized intake and referral system that can be accessed by calling a single number (314-802-5444). The caller is interviewed by an intake specialist, and if in crisis, is referred to either emergency shelter or rent/mortgage/utility assistance.

With the limited CDBG funds that the City of Florissant receives, there are no planned allocations to address the small homeless population (estimated to be four persons) in the community. There are numerous social service agencies who work with homeless individuals in the community. The City of Florissant will continue to build good working relationships and participate in the St. Louis County Continuum of Care meetings and support their efforts to end homelessness in St. Louis County.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

N/A

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

N/A

#### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

N/A



Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

N/A

**Discussion**

N/A

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction**

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City of Florissant will strive to undertake the following strategies recommended in the Analysis of Impediments to Fair Housing to remove or ameliorate the barriers to fair/affordable housing. For any of these strategies to move forward, the City of Florissant will need to collaborate with St. Louis County and/or other local jurisdictions, agencies, and private entities. Therefore, specific action items are dependent on further community engagement, planning, and coordination. However, these proposed strategies give a rough idea of where the City of Florissant might focus its efforts. More detailed explanations of all the barriers and proposed strategies can be found in the Analysis of Impediments to Fair Housing.

Barrier: Affordable housing options are concentrated in areas of low opportunity.

#### Strategies:

- Support mixed-income housing developments by private developers
- Support comprehensive community development efforts aimed at improving access to opportunities

Barrier: Some residents of the Analysis of Impediments study area hold strong “not In My Back Yard” (NIMBY” sentiments as well as attitudes prejudiced against people of low income, those residing in subsidized housing, and racial/ethnic minorities.

#### Strategies:

- Collaborate with other agencies and local governments to develop an appropriate diversity and sensitivity awareness curriculum
- Collaborate with other agencies and local governments to develop a campaign to educate local leaders and elected officials regarding the economic benefits of diversity

Barrier: Zoning codes with restrictive definitions of “family” and occupancy permitting requirements allow communities to control, by approval or denial of a permit, who may live in their jurisdiction.

#### Strategies:

- Explore the opportunity to partner with a local university for a review of occupancy

permit requirements, family definitions, and zoning ordinances (including regulations regarding group homes and residential treatment centers) in partnership with St. Louis County and O'Fallon

•

Barrier: There are limited housing options for people with disabilities.

Strategies:

- Meet with disability advocates to better understand types and locations of units missing from the current accessible housing stock
- Provide public support to residential developments that offer universal design or otherwise exceed FHA minimum accessibility requirements
- Research model ordinances from HUD or the DOJ that address reasonable accommodation standards

•

Barrier: There is evidence of private sector lending discrimination in St. Louis County.

Strategies:

- Publicly praise or otherwise recognize financial institutions with a record of supporting fair housing initiatives.

•

Barrier: Small-scale landlords may not be fully compliant with the Fair Housing Act.

Strategies:

- Make residents and rental property owners aware of Fair Housing Act educational opportunities through organizations such as the St. Louis Apartment Association (SLAA)

## Discussion

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

#### **Actions planned to address obstacles to meeting underserved needs**

The City of Florissant has a record of strong performance in meeting underserved needs through the CDBG program. The largest obstacle to meeting underserved needs is funding. City staff will investigate creative leveraging strategies, such as the leveraging of volunteers in the existing Project IMPACT (formally known as the C.O.P.S. program), to continue to make a larger community impact with limited resources.

#### **Actions planned to foster and maintain affordable housing**

The City of Florissant will fund several rehabilitation programs to assist low income families with maintaining their homes. The City will continue to administer the Home Improvement Program which provides up to \$5000 to be used toward code violations or home repair and is forgiven if the homeowner lives in the home for 5 years. We will also continue to administer the Home Improvement Mechanical Program which provides assistance with the repair/replacement of water heaters, heating and/or cooling units (HVAC). Additionally, the City will fund Project IMPACT: Initiative to Maintain Properties and Assist our Community Together (FKA CO.P.S.) which provides material for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents could be or have been temporarily displaced from their homes due to health and safety issues. A substantial need has been identified in the community for assistance regarding the aging tree population in the area. In order to address this growing safety concern, this program will allow for up to \$3,000 to be utilized towards the mitigation of tree hazards. The funding for this program will come primarily from project income. Lastly, the City will continue to fund the mortgage, rental, and utility assistance program to serve low to moderate income households facing emergency or severe temporary economic hardship. This program is designed to help residents stay in their homes, whether they are home owners or renters.

#### **Actions planned to reduce lead-based paint hazards**

The City of Florissant continues to pursue an active role in eliminating the hazards of the lead-based paint in its housing stock. Staff successfully completed HUD's Office of Lead Hazard Control's Visual Assessment course pursuant to 24 CFR Part 35. All homeowners in the Home Improvement Program Loan Program with houses built before 1978 are given the "Protect Your Family from Lead In Your Home" Pamphlet and must sign a "Confirmation of Receipt" for documentation purposes. In addition the homes must undergo Lead Based Paint Testing on the areas of the home where a visual inspection is made for flaking and peeling paint does not pass. Bid packages containing work specifications will be bid out to pre-approved licensed lead abatement contractors. Dust and soil clearance tests will be performed after the work has

been completed. The City will continue to work with the St. Louis County Lead Surveillance Program to screen and evaluate children for lead absorption, and initiate treatment when needed. The Community Development Office will continue to be responsible for networking with appropriate City and County departments and other service providers in this area. In addition, the Community Development Office will maintain its close contact with the St. Louis Office of Community Development's Home Improvement staff and the designated lead coordinator, in order to comply with the lead-based paint regulations that went into effect in September 2000.

### **Actions planned to reduce the number of poverty-level families**

While poverty is a complex issue and not solvable with CDBG funding alone, the City of Florissant has designed existing CDBG programs and policies with the goal of contributing to the reduction of the number of poverty-level families in the jurisdiction. The City of Florissant housing rehabilitation programs (the Home Improvement Program, Home Improvement Program – Mechanical and Project IMPACT (formally known as the C.O.P.S. Program) provides a way for low income persons to maintain their existing homes without investing their own resources into repairs and rehabilitation. The emergency mortgage, rental, and utility assistance program provides a similar safety net for both owner and renter households.

A great deal of national research has been done on the importance of "housing as a platform" to improve quality of life. Access to safe, stable, and affordable housing has been linked to higher educational achievement for children, better economic prospects for parents, and improved health and well-being. Given that the City of Florissant's Analysis of Impediments to Fair Housing identifies Florissant as an area of high opportunity (low poverty, high school proficiency, and high labor market engagement) relative to many areas in north St. Louis County, safe, stable, and affordable housing options within the City of Florissant are especially likely to contribute to positive outcomes for individuals and families and ultimately reduce poverty. Therefore, City of Florissant CDBG programs around housing repair and assistance are important tools for long term poverty reduction.

### **Actions planned to develop institutional structure**

The institutional structure to carry out the programs referenced in this Annual Action Plan is already strong. The City of Florissant Department of Housing and Community Development administer the programs funded by the Community Development Block Grant. Private contractors do the actual work of rehabilitation services. The City staff is able to adequately monitor these contractors to assure that services are provided as promised.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

City staff will continue to attend meetings involving a wide spectrum of agencies and groups involved in issues such as housing, homelessness, foreclosures, community services, AIDS,

persons with disabilities, and environmental concerns. City staff will also continue to attend regular meetings to coordinate with the St. Louis County Continuum of Care.

**Discussion**



## Program Specific Requirements

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

#### Introduction

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

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

- |  |          |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed  | 0        |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0        |
| 3. The amount of surplus funds from urban renewal settlements  | 0        |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan   | 0        |
| 5. The amount of income from float-funded activities   | 0        |
| <b>Total Program Income:</b>   | <b>0</b> |

#### Other CDBG Requirements

- |   |       |
|---|-------|
| 1. The amount of urgent need activities   | 0     |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 0.00% |

#### Discussion

**PROPOSED USE OF CDBG FUNDS**  
**2019 ESTIMATED Financial Summary**

FY2019 CDBG Program

**Community Development Block Grant Resources**

Entitlement Amount Estimate	\$241,140.00
<b>Total FY2019 Anticipated Funding</b>	<b>\$241,140.00</b>

Proposed Uses of CDBG Funds

**Housing Programs**

Home Improvement Program	\$171,140.00
Home Improvement Program – Mechanical	\$ 60,000.00
Project IMPACT	\$ 0.00

**Public Services**

Mortgage, Rental & Utility Assistance	\$ 10,000.00
---------------------------------------	--------------

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<b>Total</b>	<b>\$241,140.00</b>
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# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

9/24/2018

Mayor's Approval:

Agenda Date Requested: 8-Oct-18

Description of request: Public Hearing for Fiscal Year 2019 Annual Plan for the Florissant Community Development Block Grant Program (CDBG)

Department: Community Development

Recommending Board or Commission: Citizens Participation Committee

Type of request:

Ordinances	X	Other	X
Appropriation		Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			

Public Hearing needed: Yes / No YES 3 readings?: Yes / No Y/N NO

Back up materials attached:		Back up materials needed:	
Minutes		Minutes	
Maps		Maps	
Memo	X	Memo	
Draft FY2019 Annual Plan	X	Draft Ord.	

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

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

*ce to council  
 willie  
 ASB*

# MEMORANDUM

To: MAYOR SCHNEIDER & FLORISSANT CITY COUNCIL  
From: M. Carol O'Mara, Director Community Development  
Re: Community Development Block Grant (CDBG) 2019 Annual Action Plan  
Date: September 13, 2018

This is a request for the approval of the Community Development Block Grant (CDBG) 2019 Annual Action Plan.

## PROPOSED USE OF CDBG FUNDS 2019 *Estimated* Financial Summary

FY2019 CDBG Program

### Community Development Block Grant Resources

Entitlement Amount Estimate \$241,140.00

**Total FY Anticipated Funding** \$241,140.00

Proposed Uses of CDBG Funds

### Housing Programs

Home Improvement Program \$171,140.00  
Home Improvement Program – Mechanical \$ 60,000.00  
Project IMPACT \$ 0.00

### Public Services

Mortgage, Rental & Utility Assistance \$ 10,000.00

---

**Total** \$241,140.00

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 NOVEMBER 12, 2018

3  
4 BILL NO. 9443

ORDINANCE NO.

5  
6 **ORDINANCE TO AUTHORIZE AN AMENDMENT TO B-5 ORDINANCE**  
7 **NO. 8105 TO ALLOW FOR A SHOPPING CENTER WITH A SIT-DOWN,**  
8 **CARRY-OUT RESTAURANT (IMO'S) FOR THE PROPERTY LOCATED**  
9 **AT 15285 NEW HALLS FERRY ROAD.**

10  
11 WHEREAS the City Council passed and approved B-5 Ordinance No. 8105 which  
12 authorized a B-5 Development of a shopping center; and

13 WHEREAS, per ordinance no. 8105, 15275 & 15267 New Halls Ferry Road was rezoned  
14 for New Halls Ferry Real Estate LLC, ; and

15 WHEREAS, the Planning and Zoning Commission of the City of Florissant has  
16 recommended to the City Council at their meeting of October 15, 2018 that Ordinance No. 8105  
17 be amended to allow for the changes in the building plans; and

18 WHEREAS, due and lawful notice of public hearing no. 18-11-032 on said proposed  
19 change was duly published, held and concluded on 12<sup>th</sup> day of November, 2018 by the Council  
20 of the City of Florissant; and

21 WHEREAS, the Council, following said public hearing, and after due and careful  
22 deliberation, has concluded that the amendment of Ordinance No. 8105, as hereinafter set forth,  
23 to be in the best interest of the public health, safety and welfare of the City of Florissant; and

24  
25 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
26 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

27  
28  
29 Section 1: B-5 Ordinance No. 8105 is hereby amended to allow for a Shopping Center,  
30 including a sit-down, carryout restaurant (**Imo's**) at **15285 New Halls Ferry** in an existing 'B-5'  
31 Zoning District, according to Preliminary Development Plan 1, 2, 3 and 4 of 4 dated September  
32 2018 and Color rendered elevations attached, depicting the development, subject to  
33 the regulations of the 'B-5' Planned Commercial District, and the following additional  
34 requirements:  
35

36 1. **PERMITTED USES**

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

40  
 41 **2. FLOOR AREA, HEIGHT AND BUILDING REQUIREMENTS**

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

43  
 44 **3. PERFORMANCE STANDARDS**

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

48  
 49 **4. TRASH ENCLOSURES**

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

52  
 53 **5. PLAN SUBMITTAL REQUIREMENTS**

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

57  
 58 **6. SITE DEVELOPMENT PLAN CRITERIA:**

59 a. Structure Setbacks:

60 (1) All setbacks shall be as shown on drawing Preliminary Development Plan 1 of  
 61 4 dated September 2018, attached.

62 b. Internal Drives:

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

65 c. Minimum Parking/Loading Space Requirements.

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



68 on signage.

69 d. Road Improvements, Access and Sidewalks

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

72 e. Lighting Requirements.

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

75 f. Sign Requirements.

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

78 g. Landscaping and Screening.

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

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

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

83 (4) Extend landscaping screen down the remainder of the northern property line  
84 past the parking lot to the end of the end of the property along the R-4  
85 District.

86 (5) Add 9 shrubs to meet the landscaping requirements of the City's Landscape  
87 Code.

88 h. Miscellaneous Design Criteria.

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

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

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

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

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

97

98 **7. FINAL SITE DEVELOPMENT PLAN**

99 The Final Development Plan shall be submitted to the Building Commissioner to review for  
100 compliance with the applicable "B-5" Planned Commercial Development ordinance prior to  
101 recording. Any variations from this ordinance approved by the City Council and/or the  
102 conceptual plans attached to this ordinance shall be processed in accordance with the procedure  
103 established in the Florissant Zoning Code.

104

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

109

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

111 Any changes from the approved Site Development Plan must be reviewed by the Building  
112 Commissioner. The Building Commissioner must make a determination as to the extent of the  
113 changes per the following procedure:

114

115 To amend the site development plan or site development concept plan approved for the "B-5"  
116 Planned Commercial District:

117

118 a.Submission/initial review regarding consistency requirement. The property owner or  
119 authorized representative may submit an amended site development (concept) plan to the  
120 Building Commissioner for review. The Building Commissioner shall evaluate the request for  
121 consistency in purpose and content with the nature of the proposal as originally or previously  
122 advertised for public hearing, with conditions of the pertinent existing Planned Commercial  
123 District ordinance and with any previously approved site development plans. If the submission  
124 of the amended site development plan is necessitated by the enactment of an amended Planned  
125 Commercial District ordinance hereunder, the changes sought shall be deemed major and shall  
126 require a review thereof by the Planning and Zoning Commission.

127

128 b.Initial determination of non-consistency. If the Building Commissioner determines that  
129 the proposed amendment to the previously approved site plan is not consistent in purpose and

130 content with the nature of the proposal as originally or previously advertised for public  
131 hearing or does not meet all of the conditions of the pertinent Planned Commercial District  
132 ordinance, the Building Commissioner shall so report to the applicant and the Planning and  
133 Zoning Commission. If the applicant wishes to proceed with such proposed amendment, such  
134 applicant may elect to thereafter proceed in accordance with the provisions of this Section.

135

136 c. Initial determination of consistency/minor changes. If the Building Commissioner  
137 determines that the proposed amendment to the previously approved site plan is minor in nature  
138 and is not in conflict with the nature of the proposal as originally or previously advertised for  
139 public hearing and meets all of the conditions of the pertinent Planned Commercial District  
140 ordinance, the Building Commissioner shall notify the Planning and Zoning Commission thereof  
141 and may conditionally approve such proposed amendment, which approval shall be deemed  
142 ratified by the Planning and Zoning Commission unless five (5) or more members thereof  
143 thereafter request at the first (1st) regularly scheduled and conducted meeting after notification  
144 that such proposed amendment be submitted to the Planning and Zoning Commission for review.  
145 In lieu of a grant of conditional approval, the Building Commissioner or designated  
146 representative may submit the proposed amendment to the Planning and Zoning Commission for  
147 review. In case of disapproval of the proposed amendment by the Building Commissioner, the  
148 applicant shall be notified and may thereafter request review thereof by the Planning and Zoning  
149 Commission.

150

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

157

## 158 9. GENERAL DEVELOPMENT CONDITIONS.

159 a. Written approval and all necessary permits must be obtained from Metropolitan St. Louis  
160 Sewer District, Missouri Department of Transportation, Missouri Department of Natural

161 Resources and the Army Corps of Engineers in addition to obtaining all the permits  
162 required by the City of Florissant.

163 b. Unless, and except to the extent, otherwise specifically provided in this ordinance,  
164 development shall be effected only in accordance with all ordinances of the City of  
165 Florissant.

166 c. The Department of Public Works shall enforce the conditions of this ordinance in  
167 accordance with the Final Development Plan approved by the Planning & Zoning  
168 Commission and all other ordinances of the City of Florissant.

169 **10. PROJECT COMPLETION.**

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

173

174 Section 2: The new ‘B-5’ ordinance, when adopted, will rescind, nullify or otherwise  
175 replace Ordinance No. 8105.

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

178

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

180

181

182 \_\_\_\_\_  
183 Jeff Caputa  
184 President of the Council

185

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

187

188

189 \_\_\_\_\_  
190 Thomas P. Schneider  
191 Mayor, City of Florissant

192 ATTEST:

193

194 \_\_\_\_\_  
195 Karen Goodwin, MPPA/MMC/MRCC  
196 City Clerk

**CITY OF FLORISSANT**



**PUBLIC HEARING NOTICE**

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

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

**Karen Goodwin, MMC City Clerk.**

FLORISSANT PLANNING & ZONING COMMISSION APPLICATION



City Of Florissant - Public Works  
314-839-7648

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

Please Print or Type The Following Information

Property Address: 15285 New Halls Ferry Road  
Property Owners Name: New Halls Ferry Real Estate, LLC Phone #: \_\_\_\_\_  
Property Owners Address: 8 Claychester; Des Peres, MO 63131  
Business Owners Name: New Halls Ferry Real Estate, LLC Phone #: \_\_\_\_\_  
Business Owners Address: 8 Claychester; Des Peres, MO 63131  
DBA (Doing Business As) \_\_\_\_\_  
Authorized Agents Name: Tom Palitzsch CO. Name: Thomas Realty Group  
(Authorized Agent to Appear Before The Commission)  
Agents Address: 300 S. 2nd St; St. Charles, MO 63301 Phone #: 636-359-1047  
Request Approval of a preliminary development plan.

State complete request (print or type only).

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

William Jennings member  
Applicant's Signature

9-27-18  
Date

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

STAFF REMARKS: \_\_\_\_\_ COMMISSION ACTION TAKEN: \_\_\_\_\_

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

SIGNATURE OF STAFF WHO REVIEWED APPLICATION

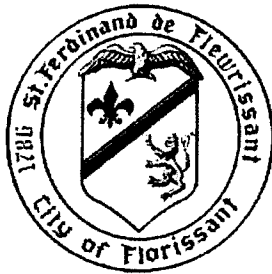
Planning & Zoning Application  
Page 1 of 1 - Revised 9/28/10

RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN

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



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



**PLANNING & ZONING ACTION:**

Address of Property:

15285 New Halls Ferry Road

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

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

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

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

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

PETITION TO AMEND B-5 ORDINANCE # 8105

Enter ordinance number or number requesting to amend.

1) Comes Now New Halls Ferry Real Estate, LLC

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

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

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

Legal interest in the Property owner

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

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

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

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

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

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

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

**List reason for the amendment request.**

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

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

PETITIONER(S) SIGNATURE (S) William George  
Print Name

FOR limited liability company

(company, corporation, partnership)

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

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

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

SIGNATURE TA

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

TELEPHONE NUMBER 636-359-1047

I (we) the petitioner (s) do hereby appoint Tom Palitzsch as  
BUSINESS Print name of agent.

my (our) duly authorized agent to represent me (us) in regard to this petition.

William George  
Signature of Petitioner(s) or Authorized Agent

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

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

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

(a) If an individual:

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

(b) If a partnership:

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

(c) If a corporation: LLC

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

Please fill in applicable information requested.

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

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

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

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 JANUARY 12, 2015

3  
4 BILL NO. 9060

ORDINANCE NO 8105

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

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

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

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

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

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

35

CONTINENTAL TITLE OF MISSOURI, LLC  
 COMMITMENT NO.: 05000159REV1; EFFECTIVE DATE: OCTOBER 28, 2013;  
 SCHEDULE "A", NO. 4;

**PARCEL 1:**

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

**PARCEL 2:**

A TRACT OF LAND IN U.S. SURVEY 105 AND FRACTIONAL SECTION 14, TOWNSHIP 47 NORTH, RANGE 8 EAST, ST. LOUIS COUNTY, MISSOURI, BEING PART OF LOT 4 OF ELISHA PATTERSON ESTATE PARTITION, ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK 611 PAGE 213 OF THE ST. LOUIS CITY RECORDER'S OFFICE AND IN PLAT BOOK 2 PAGES 12 AND 13 OF THE ST. LOUIS COUNTY RECORDER'S OFFICE, AND BEING PART OF A LARGER TRACT OF LAND DESCRIBED TO WEDGEWOOD BATH AND TENNIS CLUB BY INSTRUMENT RECORDED IN DEED BOOK 8540 PAGE 897 AND BEING DESCRIBED AS FOLLOWS: BEGINNING AT THE INTERSECTION OF THE SOUTHWEST LINE OF NEW HALLS FERRY ROAD AS WIDENED BY INSTRUMENT RECORDED IN BOOK 4443 PAGE 80 OF THE ST. LOUIS COUNTY RECORDER'S OFFICE AND THE NORTHEAST LINE OF PATTERSON ROAD, 40 FEET WIDE; THENCE ALONG THE NORTHEAST LINE OF PATTERSON ROAD, NORTH 87 DEGREES 24 MINUTES 30 SECONDS WEST 394.83 FEET TO THE EAST LINE OF A 10 FEET WIDE EASEMENT GRANTED TO THE METROPOLITAN ST. LOUIS SEWER DISTRICT BY INSTRUMENT RECORDED IN DEED BOOK 8428 PAGE 1389 OF SAID RECORDS; THENCE ALONG THE EAST LINE OF SAID 10 FEET WIDE EASEMENT, NORTH 32 DEGREES 22 MINUTES 46 SECONDS EAST 292.70 FEET TO THE SOUTHWEST LINE OF NEW HALLS FERRY ROAD AS WIDENED BY INSTRUMENT RECORDED IN DEED BOOK 5118 PAGE 253; THENCE ALONG THE SOUTHWEST LINE OF NEW HALLS FERRY ROAD AS WIDENED BY INSTRUMENT RECORDED IN DEED BOOK 5118 PAGE 253 AND BY INSTRUMENT RECORDED IN DEED BOOK 4443 PAGE 80, SOUTH 31 DEGREES 54 MINUTES 00 SECONDS EAST 105.45 FEET, SOUTH 28 DEGREES 11 MINUTES 15 SECONDS EAST 344.77 FEET TO THE POINT OF BEGINNING, ACCORDING TO SURVEY EXECUTED BY STEPHANS & POEHLMAN, INC., DATED MAY 3, 1991.

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



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

46

47            1. **PERMITTED USES**

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2.

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

53

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

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

56

57            3. **PERFORMANCE STANDARDS**

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

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62            4. **TRASH ENCLOSURES**

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

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66            5. **PLAN SUBMITTAL REQUIREMENTS**

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

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71            6. **SITE DEVELOPMENT PLAN CRITERIA:**

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73            a. Structure Setbacks:

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

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77            b. Internal Drives:

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

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81            c. Minimum Parking/Loading Space Requirements.

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

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d. Road Improvements, Access and Sidewalks

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

e. Lighting Requirements.

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

f. Sign Requirements.

- (1) **There shall be one monument sign as shown on Preliminary Development Plan 1 of 3, dated 10/2014 attached.**
- (2) All other signage shall comply with the City of Florissant sign ordinance for commercial districts.

g. Landscaping and Fencing.

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

h. Miscellaneous Design Criteria.

- (1) All applicable parking, circulation, sidewalks, and all other site design features shall comply with the Florissant City Code.
- (2) **The façades of the building shall be clay fired brick or natural stone, in accordance with the masonry ordinance of the City, (Section 500.040).**
- (3) **Pipe bollards @ 5' o.c. shall be included to protect outdoor seating**

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

**7. FINAL SITE DEVELOPMENT PLAN**

The Final Development Plan shall be submitted to the Building Commissioner to review for compliance with the applicable "B-5" Planned Commercial Development ordinance prior to recording. Any variations from this ordinance approved by the City Council and/or the conceptual plans attached to this ordinance shall be processed in accordance with the procedure established in the Florissant Zoning Code.

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

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

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

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

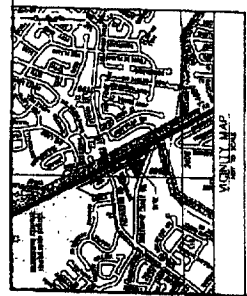
- a. Submission/initial review regarding consistency requirement. The property owner or authorized representative may submit an amended site development (concept) plan to the Building Commissioner for review. The Building Commissioner shall evaluate the request for consistency in purpose and content with the nature of the proposal as originally or previously advertised for public hearing, with conditions of the pertinent existing Planned Commercial District ordinance and with any previously approved site development plans. If the submission of the amended site development plan is necessitated by the enactment of an amended Planned Commercial District ordinance hereunder, the changes sought shall be deemed major and shall require a review thereof by the Planning and Zoning Commission.
- b. Initial determination of non-consistency. If the Building Commissioner determines that the proposed amendment to the previously approved site plan is not consistent in purpose and content with the nature of the proposal as originally or previously advertised for public hearing or does not meet all of the conditions of the pertinent Planned Commercial District ordinance, the Building Commissioner shall so report to the applicant and the Planning and Zoning Commission. If the applicant wishes to proceed with such proposed amendment, such applicant may elect to thereafter proceed in accordance with the provisions of this Section.
- c. Initial determination of consistency/minor changes. If the Building Commissioner determines that the proposed amendment to the previously approved site plan is minor in nature and is not in conflict with the nature of the proposal as originally or previously advertised for public hearing and meets all of the conditions of the pertinent Planned Commercial District ordinance, the Building Commissioner shall notify the Planning and Zoning Commission thereof and may conditionally approve such proposed amendment, which approval shall be deemed ratified by the Planning and Zoning Commission unless five (5) or more members thereof thereafter request at the first (1st) regularly scheduled and conducted meeting after notification that such proposed amendment be submitted to the Planning and Zoning Commission for review. In lieu of a grant of conditional approval, the Building Commissioner or designated representative may submit the proposed amendment to the Planning and Zoning Commission for review. In case of disapproval of the proposed amendment by the Building Commissioner, the



ALTA/ACSM LAND TITLE SURVEY  
NEW HALLS FERRY AND GREENWAY CHASE  
FLORISSANT, MISSOURI

Table with columns for Survey No., Date, and other administrative details. Includes a handwritten '1 of 2' in the top right corner.

CONSOLIDATED  
ALTA/ACSM LAND TITLE SURVEY  
PART OF LOT 4 OF THE ELSA PATTERSON ESTATE PARTITION  
AND REMAINDER OF SECTIONS 31 AND 14,  
TOWNSHIP 47 NORTH RANGE 6 EAST  
OF THE FIFTH PRINCIPAL MERIDIAN,  
CITY OF FLORISSANT, ST. LOUIS COUNTY, MISSOURI



1. THE SURVEY WAS MADE BY THE SURVEYOR AND HIS ASSISTANTS IN THE FIELD AND THE RESULTS WERE CHECKED BY THE SURVEYOR IN HIS OFFICE. THE SURVEY WAS MADE IN ACCORDANCE WITH THE MISSOURI SURVEYING ACTS AND THE RULES AND REGULATIONS OF THE BOARD OF SURVEYING AND MAPPING. THE SURVEY WAS MADE IN ACCORDANCE WITH THE MISSOURI SURVEYING ACTS AND THE RULES AND REGULATIONS OF THE BOARD OF SURVEYING AND MAPPING. THE SURVEY WAS MADE IN ACCORDANCE WITH THE MISSOURI SURVEYING ACTS AND THE RULES AND REGULATIONS OF THE BOARD OF SURVEYING AND MAPPING.

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6. THE SURVEY WAS MADE BY THE SURVEYOR AND HIS ASSISTANTS IN THE FIELD AND THE RESULTS WERE CHECKED BY THE SURVEYOR IN HIS OFFICE. THE SURVEY WAS MADE IN ACCORDANCE WITH THE MISSOURI SURVEYING ACTS AND THE RULES AND REGULATIONS OF THE BOARD OF SURVEYING AND MAPPING. THE SURVEY WAS MADE IN ACCORDANCE WITH THE MISSOURI SURVEYING ACTS AND THE RULES AND REGULATIONS OF THE BOARD OF SURVEYING AND MAPPING.

7. THE SURVEY WAS MADE BY THE SURVEYOR AND HIS ASSISTANTS IN THE FIELD AND THE RESULTS WERE CHECKED BY THE SURVEYOR IN HIS OFFICE. THE SURVEY WAS MADE IN ACCORDANCE WITH THE MISSOURI SURVEYING ACTS AND THE RULES AND REGULATIONS OF THE BOARD OF SURVEYING AND MAPPING. THE SURVEY WAS MADE IN ACCORDANCE WITH THE MISSOURI SURVEYING ACTS AND THE RULES AND REGULATIONS OF THE BOARD OF SURVEYING AND MAPPING.

PREPARED FOR:  
THE PATTERSON ESTATE, LLC  
NEW HALLS FERRY AND GREENWAY CHASE  
ST. LOUIS, MISSOURI 63102



DATE OF THIS SURVEY: 10/11/11  
BY: [Signature]  
SURVEYOR

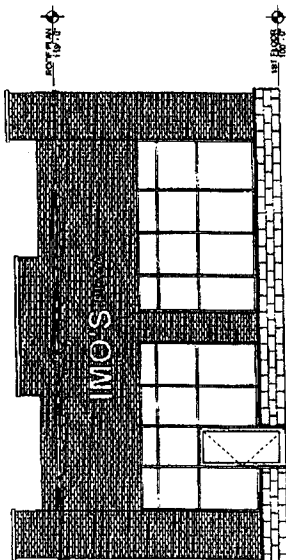


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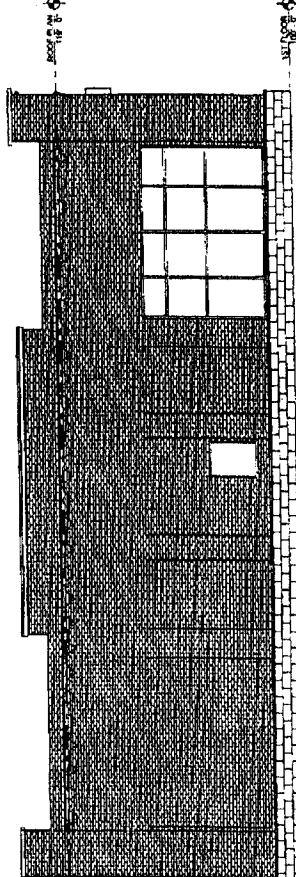
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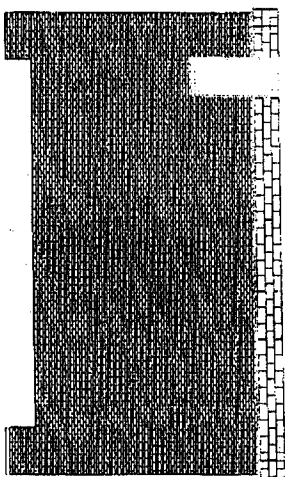
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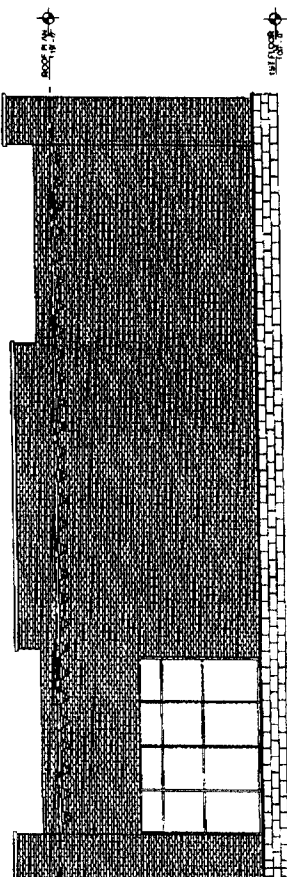
North Elevation  
12/18/10



West Elevation  
12/18/10



South Elevation  
12/18/10



East Elevation  
12/18/10

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



**RKAI**  
 RAYMOND K. ANDERSON, INC.  
 1001 W. 10th St., Suite 100  
 Minneapolis, MN 55408  
 Phone: 612-338-1111  
 Fax: 612-338-1112  
 www.rkai.com

**NOT FOR CONSTRUCTION**

**MOS FLORISSANT**

SYNOPSIS: SCHEMATIC DESIGN

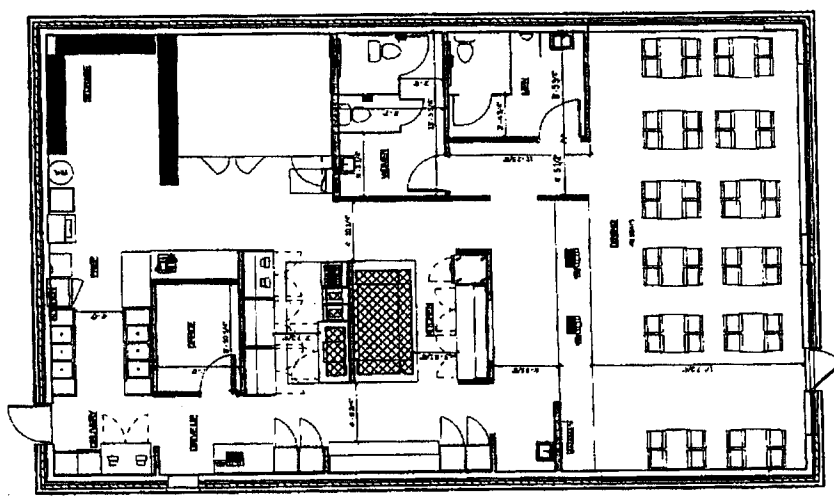
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99	11/11/11	SCHEMATIC DESIGN
100	11/11/11	SCHEMATIC DESIGN

PROJECT: MOS FLORISSANT  
 SHEET: A100  
 DATE: 11/11/11

NOTES - FLOOR PLAN  
 NOTE

LEGEND - KEY PLAN

↑ N



1 FIRST FLOOR PLAN  
 11/11/11

**RKAI**

NOT FOR CONSTRUCTION

IMOS FLORISSANT

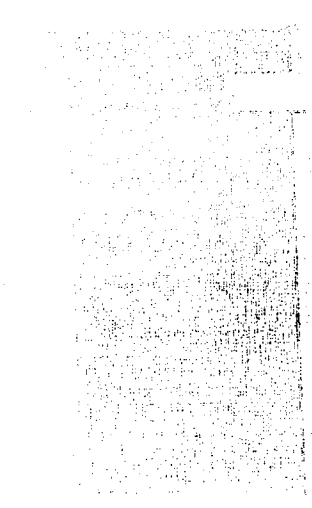
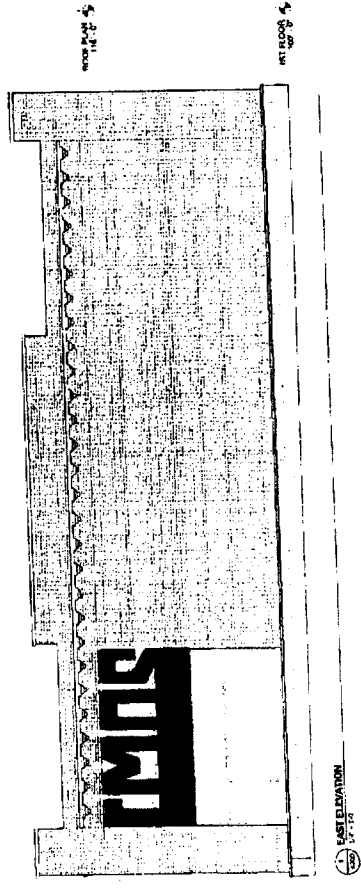
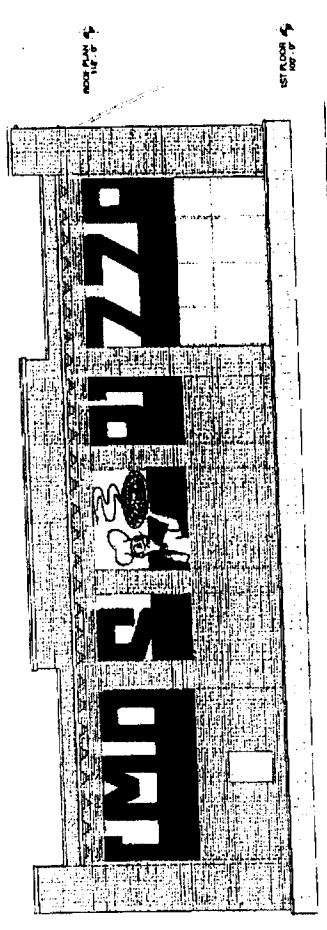
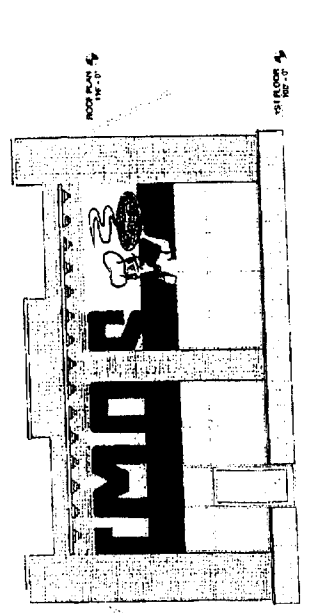
PROFESSIONAL ENGINEER

DATE: 11/27/2024

PROJECT: IMOS FLORISSANT

REVISIONS:

A200



85 **VI. STAFF RECOMMENDATIONS:**

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

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

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

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

100

101 **1. PERMITTED USES**

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

105

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

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

108

109 **3. PERFORMANCE STANDARDS**

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

113

114 **4. TRASH ENCLOSURES**

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

118

119 **5. PLAN SUBMITTAL REQUIREMENTS**

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

123

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

125

126 **a. Structure Setbacks:**

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

129

130 **b. Internal Drives:**

131 (1) There shall be internal drives as shown on Preliminary Development Plan 1 of  
132 4 dated September 2018, attached.

133  
134 c. Minimum Parking/Loading Space Requirements.

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

138  
139  
140 d. Road Improvements, Access and Sidewalks

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

143  
144 e. Lighting Requirements.

145  
146 (1) Location of lighting standards shall be as shown on Preliminary Development  
147 Plan 2 of 4, dated September 2018.

148  
149 f. Sign Requirements.

150  
151 (1) All signage shall comply with the City of Florissant sign ordinance for  
152 commercial districts.

153  
154 g. Landscaping and Screening.

155  
156 (1) Landscaping provided shall be as shown on Preliminary Development Plan 3  
157 of 4, dated September 2018, attached.

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

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

160  
161 h. Miscellaneous Design Criteria.

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

164  
165 (2) **The façades of the building shall be clay fired brick or natural stone,**  
166 **meeting the masonry ordinance of the City, 500.040.**

167  
168 (3) **Pipe bollards @ 5' o.c. shall be included to protect outdoor seating.**

169  
170 i. Off-Street Loading Regulations. The off-street loading facilities required with respect  
171 to the establishment shall comply with section 405.135 of the City Code.

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

173  
174 **7. FINAL SITE DEVELOPMENT PLAN**

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

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

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

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

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

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

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

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

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

223 Commission thereof and may conditionally approve such proposed  
224 amendment, which approval shall be deemed ratified by the Planning and  
225 Zoning Commission unless five (5) or more members thereof thereafter  
226 request at the first (1st) regularly scheduled and conducted meeting after  
227 notification that such proposed amendment be submitted to the Planning and  
228 Zoning Commission for review. In lieu of a grant of conditional approval, the  
229 Building Commissioner or designated representative may submit the proposed  
230 amendment to the Planning and Zoning Commission for review. In case of  
231 disapproval of the proposed amendment by the Building Commissioner, the  
232 applicant shall be notified and may thereafter request review thereof by the  
233 Planning and Zoning Commission.  
234

235 d. Initial determination of consistency/major changes. If the Building  
236 Commissioner determines that the proposed amendment to the previously  
237 approved site plan is major in nature, but it is not in conflict with the nature of  
238 the proposal as originally or previously advertised for public hearing and  
239 meets all of the conditions of the pertinent Planned Commercial District  
240 ordinance, the Building Commissioner shall notify the Planning and Zoning  
241 Commission thereof and shall submit the proposed amendment to the  
242 Planning and Zoning Commission for review.  
243

244 **9. GENERAL DEVELOPMENT CONDITIONS.**

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

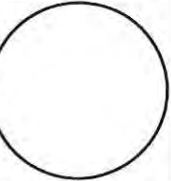
255 **10. PROJECT COMPLETION.**

256  
257 Construction shall start within 120 days of the issuance of building permits for the  
258 project and shall be developed in accordance of the approved final development plan  
259 within **360** days of start of construction.  
260

261 (end report and suggested motion)



SHEET  
 A-1  
 FLOOR PLAN  
 PROJECT NUMBER  
 17-074  
 DATE  
 September 27, 2018



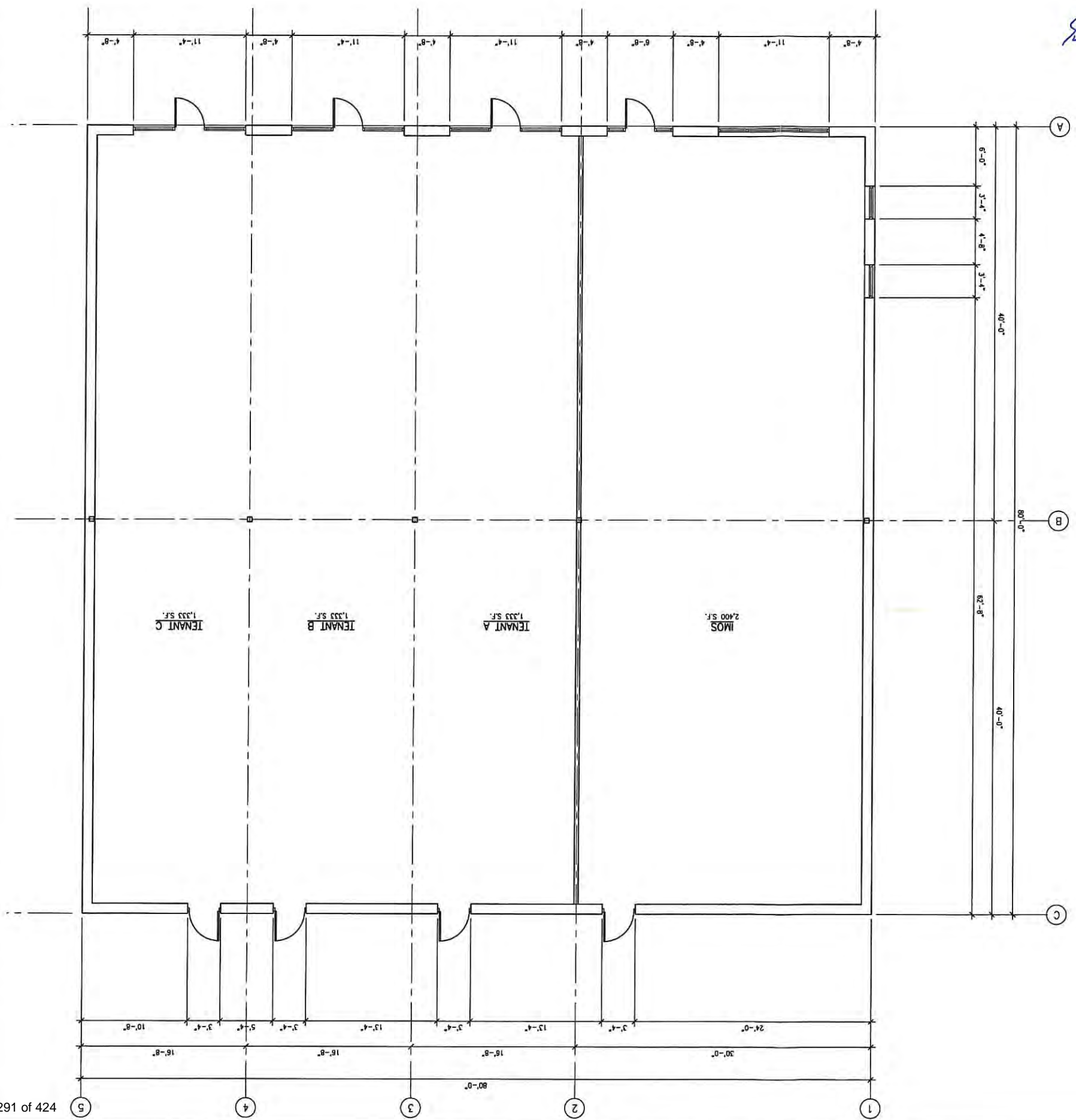
DATE	ISSUE	R#

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

#2 David Dave  
 OFallon, MO 63366  
 ph: 314.640.6212  
**BAALMAN**  
**ARCHITECTS**

COPYRIGHT © 2018 BAALMAN ARCHITECTS

NORTH  
 1 FLOOR PLAN  
 A-1 | A-1 SCALE: 3/16" = 1'-0"



SIGN: X  
 CHAIRMAN  
 PLANNING & ZONING  
 RECOMMENDED APPROVAL  
 DATE: 10-15-18

1 INTRODUCED BY COUNCILMAN SIAM  
2 NOVEMBER 12, 2018

3  
4 BILL NO. 9444

ORDINANCE NO.

5  
6 **ORDINANCE TO AUTHORIZE A TRANSFER OF SPECIAL USE**  
7 **PERMIT NO. 7018 FROM CROSS KEYS AUTO INC. TO STL CHEAP**  
8 **CARS INC. FOR THE OPERATION OF A USED CAR DEALERSHIP**  
9 **LOCATED AT 14050 NEW HALLS FERRY ROAD.**

10  
11 WHEREAS, the Florissant Zoning Ordinance authorizes the Council of the City of  
12 Florissant, by Special Use Permit, after public hearing thereon, to permit the location and  
13 operation of a used car dealership; and

14 WHEREAS, pursuant to Ordinance No. 7018, Cross Keys Auto Inc. was issued Special  
15 Use Permit No. 7018 to operate a used car dealership; and

16 WHEREAS, an application has been filed by STL Cheap Cars Inc. to transfer the Special  
17 Use Permit authorized by Ordinance No. 7018 to its name; and

18 WHEREAS, the City Council of the City of Florissant determined at its meeting on  
19 November 12, 2018, that the business operated under Ordinance No. 7018 would be operated in  
20 a substantially similar fashion as set out herein and would maintain the health, safety, morals  
21 and general welfare of the City; and

22 WHEREAS, STL Cheap Cars, Inc. has accepted the terms and conditions set out in  
23 Ordinance No. 7018.

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

26  
27 Section 1: The Special Use Permit No. 7018 is hereby transferred from Cross Keys Auto  
28 Inc. to STL Cheap Cars, Inc., for the operation of a used car dealership located at 14050 New  
29 Halls Ferry Road.

30 Section 2: The terms and conditions of said Special Permit authorized by Ordinance No.  
31 7018 shall remain in full force and effect.

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

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

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57

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

\_\_\_\_\_  
Jeff Caputa  
Council President

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

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

ATTEST:

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

**TRANSFER OF SPECIAL PERMIT**

AUTHORIZED BY ORDINANCE NUMBER (S) 7018

FROM Cross Key Auto Inc

TO STL Cheap Cars INC

FOR Used Car dealership

ADDRESS 14050 New Halls Ferry Rd

Ward 9 Zoning \_\_\_\_\_ Date Filed \_\_\_\_\_ Accepted By \_\_\_\_\_

**TRANSFER OF SPECIAL USE PERMIT PETITION**

TO THE CITY COUNCIL OF THE CITY OF FLORISSANT:

1. Comes now Glean Travers and states to the City Council that he (she) (they) has (have) the following legal interest in the property located at 14050 New Halls Ferry Rd in the City of Florissant, Missouri. Legal interest: ( ) Lease or ( ) Simple Title  
(Attach signed copy of lease or deed)

2. The petitioner(s) further state that he (she) (they) has (have) not made any arrangement to pay any commission, gratuity, or consideration, directly or indirectly to any official, employee, or appointee of the City of Florissant, with respect to this petition.

3. The applicant will operate the business in the same manner and under the same conditions as set out in the original ordinance granting the special permit or any amendments thereto, except for any proposed change in sign face of an authorized sign.

PETITIONER SIGNATURE Glean Travers  
Individual's Name

FOR: STL Cheap Cars, INC  
Company, Corporation, Partnership

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

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

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

SIGNATURE

Sean Tran

ADDRESS

14050 New Halls Ferry Rd

Telephone No.

314 960 4175

Email address

GMT Auto @ yahoo.com

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

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

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

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

Sean Tran  
SIGNATURE OF OWNER

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

Type of Operation: (Select One)

Individual

Partnership

Corporation

LLC

**INDIVIDUAL:**

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

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

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

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

**PARTNERSHIP:**

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

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

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

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

**CORPORATION OR LLC:**

Name & address of all corporate officers Glenn Travers

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

Business name/address/phone STL Cheap Cars, INC

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

Date of incorporation/LLC 10/8/2018

Copy of fictitious name registration, if applicable N/A

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





# CITY OF FLORISSANT

*Honorable Thomas P. Schneider, Mayor*

## TRANSFER OF SPECIAL USE PERMIT

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

TO: CROSS KEYS AUTO INC

FOR: USED CAR DEALERSHIP

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

Glenn Travers

PRINT - NAME OF APPLICANT

Glenn Travers

SIGNATURE OF APPLICANT

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

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

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

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

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

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

1 INTRODUCED BY COUNCILMAN KING  
2 MAY 24, 2004

3  
4  
5 BILL NO. 7917

ORDINANCE NO. 7018

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

11  
12 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of  
13 Florissant, by Special Use Permit, after public hearing thereon, to permit the operation of a used  
14 car dealership; and

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

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

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

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

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

28  
29 Section 1: A Special Use Permit is hereby granted to Cross Keys Auto Inc. d/b/a Cross  
30 Keys Auto with the following stipulations:

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

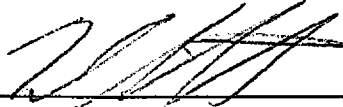
36 d. Repairs shall be limited to minor repairs, detailing and no elevated display  
37 of any vehicle allowed.

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


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

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

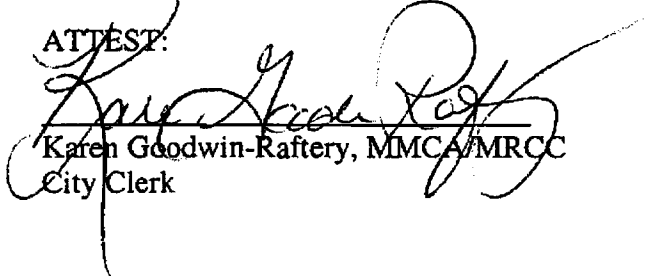
44  
45 Adopted this 16<sup>th</sup> day of JUNE, 2004.

46  
47   
48 \_\_\_\_\_  
49 Mark Schmidt  
50 President of the Council  
51 City of Florissant

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

53  
54   
55 \_\_\_\_\_  
56 Robert G. Lowery, Sr.  
57 Mayor, City of Florissant

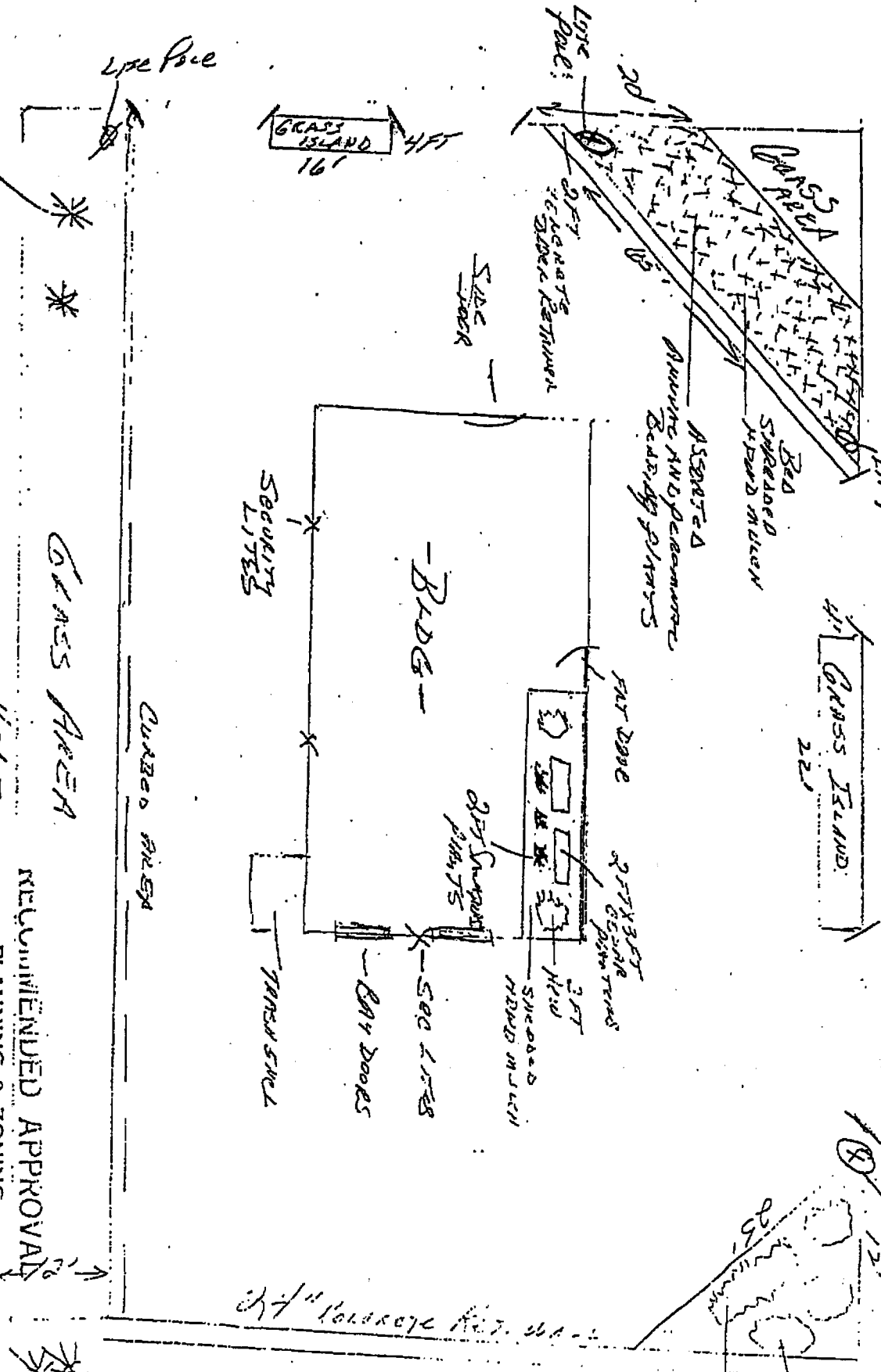
60  
61 ATTEST:

62   
63 \_\_\_\_\_  
64 Karen Goodwin-Raftery, MMCA/MRCC  
65 City Clerk  
66

CRASS AREA

7018

14050 New Halls Ferry Rd



RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN

Stephen Martin

8-4-97

SIGN

DATE:  
EXHIBIT 113

125 FT  
PARKS

DAY CARE CENTER  
People's

GRASS AREA  
- 160' -

8-4-97



**State of Missouri**  
**John R. Ashcroft, Secretary of State**  
 Corporations Division  
 PO Box 778 / 600 W. Main St., Rm. 322  
 Jefferson City, MO 65102

**001375102**  
**Date Filed: 10/8/2018**  
**John R. Ashcroft**  
**Missouri Secretary of State**

**Articles of Incorporation**

**Article One**

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

**Article Two**

The registered agent's name is: Charles F Dufour

The address, including street and number for the registered agent's office in the state of Missouri is:  
 (PO Box may only be used in addition to a physical street address)

<u>8011 Clayton Road Third Floor</u>	<u>St. Louis</u>	<u>MO 63117</u>
<i>Street Address</i>	<i>City</i>	<i>State/Zip</i>

**Article Three**  
 (Must complete 1 or 2)

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

or

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

**Article Four**

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

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

(Please see next page)

Name and address to return filed document:	
Name:	<u>Law Offices of Donald H. Sanders, III</u>
Address:	<u>Email: Sanders@dhsllawfirm.com</u>
City, State, and Zip Code:	_____

**Article Five**

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

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

**Article Six**

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

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

**Article Seven**

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

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

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

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

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

Donald Sanders  
*Signature of Incorporator(s)*

DONALD SANDERS  
*Printed or Typed Name of Incorporator*

10/08/2018  
*Date of Signature*



# STATE OF MISSOURI



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

## CERTIFICATE OF INCORPORATION

WHEREAS, Articles of Incorporation of

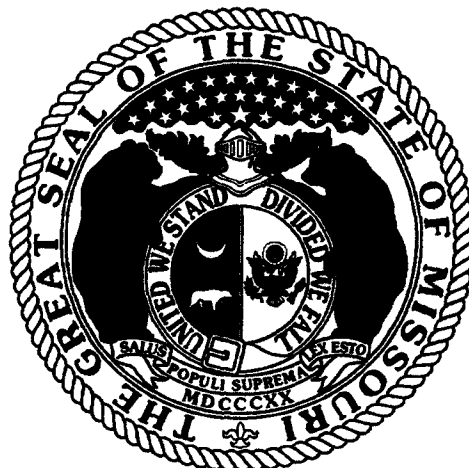
*STL Cheap Cars, Inc.*  
001375102

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

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

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

  
Secretary of State





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

JOHN R. ASHCROFT  
SECRETARY OF STATE  
STATE OF MISSOURI

CORPORATIONS  
(573) 751-4153

Dear Corporation:

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

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

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

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

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

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

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

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

Sincerely,

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

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

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

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 NOVEMBER 12, 2018

3  
4 BILL NO. 9445

ORDINANCE NO.

5  
6 **ORDINANCE AUTHORIZING A TRANSFER OF SPECIAL USE**  
7 **PERMIT NO. 8223 FROM METROPOLITAN EVENTS, LLC TO GRACE**  
8 **AND MERCY ADULT PROGRAM II, LLC LOCATED AT 11**  
9 **PATTERSON PLAZA FOR THE OPERATION OF AN EVENT**  
10 **BANQUET CENTER.**

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

15 WHEREAS, pursuant to Ordinance No. 8223, Metropolitan Events, LLC was issued a  
16 Special Use Permit to operate an event banquet center at 11 Patterson Plaza; and

17 WHEREAS, an application was filed by Juanita Gullet on behalf of Grace and Mercy  
18 Adult Day Program II, LLC to operate an adult day care program at 11 Paterson Plaza in addition  
19 to the existing operation of an event banquet center; and

20 WHEREAS, during the public hearings pertaining to the application to amend Special  
21 Use Permit No. 8223 to allow the additional use of an adult day care, the City Council discussed  
22 the ongoing operations of the event banquet center, including the incidents in which the police  
23 department had to respond to complaints which adversely affected the surrounding properties  
24 and general welfare of the community; and

25 WHEREAS, during the public hearings pertaining to the application for the operation of  
26 an adult day care, Juanita Gullet and Mark Gullet represented that Sonja Dulick, the owner of  
27 Metropolitan Events, LLC, was no longer involved in the event banquet center operation, that the  
28 lease had expired on October 31, 2018 and that Sonja Dulick consented to the transfer of the  
29 Special Use Permit; and

30 WHEREAS, during the public hearings pertaining to the application for the operation of  
31 an adult day care, Juanita Gullet and Mark Gullet, on behalf of Grace and Mercy Adult Day  
32 Program II, LLC, represented that the event banquet center use would cease all operations prior  
33 to January 1, 2019; and

34 WHEREAS, an application has been filed by Grace and Mercy Adult Day Program II,  
35 LLC. to transfer the Special Use Permit authorized by Ordinance No. 8223 to it; and

36 WHEREAS, the City Council of the City of Florissant determined at its meeting on  
37 November 12, 2018, that the business operated under Ordinance No. 8223 could be operated in

38 a similar fashion as set out herein until January 1, 2019 provided that there was no adverse effect  
39 on the surrounding properties or on the health, safety, morals and general welfare of the City;  
40 and

41 WHEREAS, Grace and Mercy Adult Day Program II, LLC has accepted the terms and  
42 conditions set out in Ordinance No. 8223, and has agreed to additional conditions set forth  
43 herein.

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

46 Section 1: The Special Use Permit No. 8223 is hereby transferred from Metropolitan  
47 Events LLC to Grace and Mercy Adult Day Program II, LLC for the operation of an event  
48 banquet center located at 11 Patterson Plaza with the following stipulations:  
49

- 50 1. Hours of operation for the event/banquet center shall only be on Friday, Saturday and
- 51 Sunday between the hours of 7:00 p.m. to 1:00 a.m. and no liquor will be served
- 52 unless catered by a licensed caterer with a valid liquor license.
- 53 2. All music must end prior to 11:30 pm for any event.
- 54 3. This event/banquet center use shall expire on December 31<sup>st</sup>, 2018.

55 Section 2: All other terms and conditions of said Special Permit authorized by Ordinance  
56 No. 8223 shall remain in full force and effect.

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

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

60  
61  
62  
63 \_\_\_\_\_  
64 Jeff Caputa  
65 Council President

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

67  
68  
69  
70 \_\_\_\_\_  
71 Thomas P. Schneider  
72 Mayor, City of Florissant

73 ATTEST:  
74 \_\_\_\_\_  
75 Karen Goodwin, MPPA/MMC/MRCC  
City Clerk



# CITY OF FLORISSANT

*Honorable Thomas P. Schneider, Mayor*

## TRANSFER OF SPECIAL USE PERMIT

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

TO: Metropolitan Events LLC

FOR: Event / Banquet Center

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

Juanita Gullet

PRINT - NAME OF APPLICANT

Juanita Gullet

SIGNATURE OF APPLICANT

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

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

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

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

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

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

**TRANSFER OF SPECIAL PERMIT**

AUTHORIZED BY ORDINANCE NUMBER (S) 8223

FROM Metropolitan Events LLC  
TO Grace & Mercy Adult Day Program I LLC  
FOR Event / Banquet Center  
ADDRESS 11 Patterson Plaza Shopping Center

Ward \_\_\_\_\_ Zoning \_\_\_\_\_ Date Filed \_\_\_\_\_ Accepted By \_\_\_\_\_

**TRANSFER OF SPECIAL USE PERMIT PETITION**

TO THE CITY COUNCIL OF THE CITY OF FLORISSANT:

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

PETITIONER SIGNATURE Juanita Gullet  
Individual's Name

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

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

Type of Operation: (Select One)

Individual       Partnership       Corporation       LLC

**INDIVIDUAL:**

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

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

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

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

**PARTNERSHIP:**

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

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

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

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

**CORPORATION OR LLC:**

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

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

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

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

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

Copy of fictitious name registration, if applicable

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



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

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

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

SIGNATURE

Juanita Gullet

ADDRESS

15420 Forte De France Ln Florissant, MO 63034

Telephone No.

314-443-5171

Email address

jlove5172@yahoo.com

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

Sonja Dulick  
PETITIONER SIGNATURE

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

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

Sonja Dulick  
SIGNATURE OF OWNER

# STATE OF MISSOURI



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

## CERTIFICATE OF ORGANIZATION

WHEREAS,

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

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

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

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

  
Secretary of State





**State of Missouri**  
**John R. Ashcroft, Secretary of State**  
 Corporations Division  
 PO Box 778 / 600 W. Main St., Rm. 322  
 Jefferson City, MO 65102

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

**Articles of Organization**

*(Submit with filing fee of \$105.00)*

- The name of the limited liability company is  
GRACE & MERCY ADULT PROGRAM L.L.C.  
*(Must include "Limited Liability Company," "Limited Company," "LC," "L.C.," "L.L.C.," or "LLC")*
- The purpose(s) for which the limited liability company is organized:  
TO ASSIST SENIORS, DISABLED AND MENTALLY CHALLENGED CONSUMERS ON A DAILY BASIS.
- The name and address of the limited liability company's registered agent in Missouri is:  

<u>JUANITA L GULLET</u>	<u>15420 FORTE DE FRANCE LANE</u>	<u>FLORISSANT MO 63034</u>
<i>Name</i>	<i>Street Address: May not use PO Box unless street address also provided</i>	<i>City/State/Zip</i>
- The management of the limited liability company is vested in:     managers     members    *(check one)*
- The events, if any, on which the limited liability company is to dissolve or the number of years the limited liability company is to continue, which may be any number or perpetual: Perpetual  
*(The answer to this question could cause possible tax consequences, you may wish to consult with your attorney or accountant)*
- The name(s) and street address(es) of each organizer *(PO box may only be used in addition to a physical street address):*  
*(Organizer(s) are not required to be member(s), manager(s) or owner(s))*

<i>Name</i>	<i>Address</i>	<i>City/State/Zip</i>
<u>GULLET, JUANITA L</u>	<u>15420 FORTE DE FRANCE LANCE</u>	<u>FLORISSANT MO 63034</u>
- Series LLC (OPTIONAL) Pursuant to Section 347.186, the limited liability company may establish a designated series in its operating agreement. The names of the series must include the full name of the limited liability company and are the following:  
 New Series:  
 The limited liability company gives notice that the series has limited liability.  
 New Series:  
 The limited liability company gives notice that the series has limited liability.  
 New Series:  
 The limited liability company gives notice that the series has limited liability.  
 (Each separate series must also file an Attachment Form LLC 1A.)

Name and address to return filed document:	
Name:	<u>JUANITA L GULLET</u>
Address:	<u>Email: jlove5172@yahoo.com</u>
City, State, and Zip Code:	_____

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

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

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

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

**All organizers must sign:**

JUANITA L GULLET  
*Organizer Signature*

JUANITA L GULLET  
*Printed Name*

04/24/2018  
*Date of Signature*

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 APRIL 26<sup>TH</sup>, 2016

3  
4  
5 BILL NO. 9182

ORDINANCE NO. 8223

6  
7 **ORDINANCE TO AUTHORIZE A SPECIAL USE PERMIT TO**  
8 **METROPOLITAN EVENTS, LLC TO ALLOW FOR AN**  
9 **EVENT/BANQUET CENTER FOR THE PROPERTY LOCATED AT**  
10 **11 PATTERSON PLAZA SHOPPING CENTER.**

11  
12 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of  
13 Florissant, by Special Use Permit, after public hearing thereon, to permit the location and  
14 operation of an event/ banquet center; and

15 WHEREAS, an application has been filed by Sonja Dulick d/b/a Metropolitan Events,  
16 LLC to allow for the location and operation of an event/banquet center on the property known  
17 as 11 Patterson Plaza Shopping Center; and

18 WHEREAS, the Planning and Zoning Commission of the City of Florissant, at their  
19 meeting of April 18<sup>th</sup>, 2016, has recommended that the said Special Use Permit be granted; and

20 WHEREAS, due notice of public hearing no. 16-04-013 on said application to be held on  
21 the 26<sup>th</sup> of April, 2016 at 7:30 P.M. by the Council of the City of Florissant was duly published,  
22 held and concluded; and

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

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

28  
29 Section 1: A Special Use Permit is hereby granted to Sonja Dulick d/b/a Metropolitan  
30 Events, LLC for the location and operation of an event/banquet center on the property known as  
31 11 Patterson Plaza Shopping Center with the following stipulations:

- 32 1. Hours of operation to be 7 days a week from 7:00 am until 1:00 am  
33 2. No liquor will be served unless catered by a licensed catering with a  
34 valid liquor license.  
35 3. Any trash container over 90 cubic feet shall be screened and screen  
36 shall be constructed compatible with the construction of the building

37 as approved by the Building Commissioner. The enclosure should  
38 have gates that are solid metal, reinforced solid vinyl or metal picket  
39 type fence with pickets spaced for screening.

40 **PROJECT COMPLETION.**

41 Construction shall start within 60 days of the issuance of building  
42 permits, and the structure shall be completed in accordance with the  
43 plans within 180 days of start of construction.

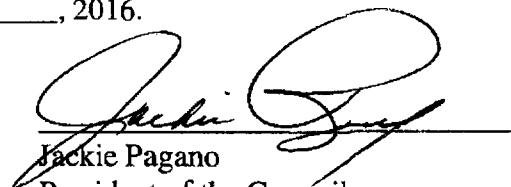
44  
45 Section 2: The said Special Use Permit herein authorized shall remain in full force and  
46 effect and subject to all of the ordinances of the City of Florissant.

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

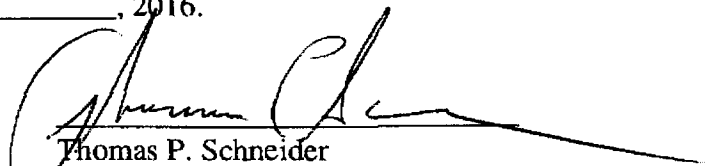
49 Section 4: This ordinance shall become in force and effect immediately upon its passage  
50 and approval.

51

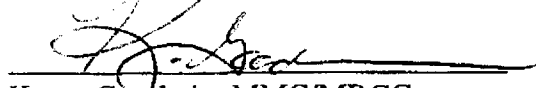
52 Adopted this 9 day of May, 2016.

53  
54  
55  
56   
57 Jackie Pagano  
58 President of the Council  
59 City of Florissant

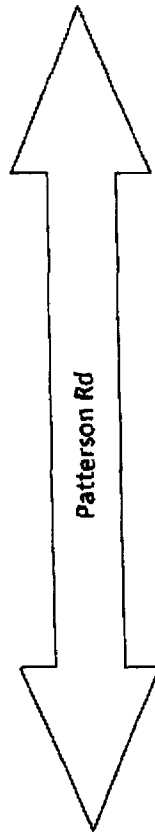
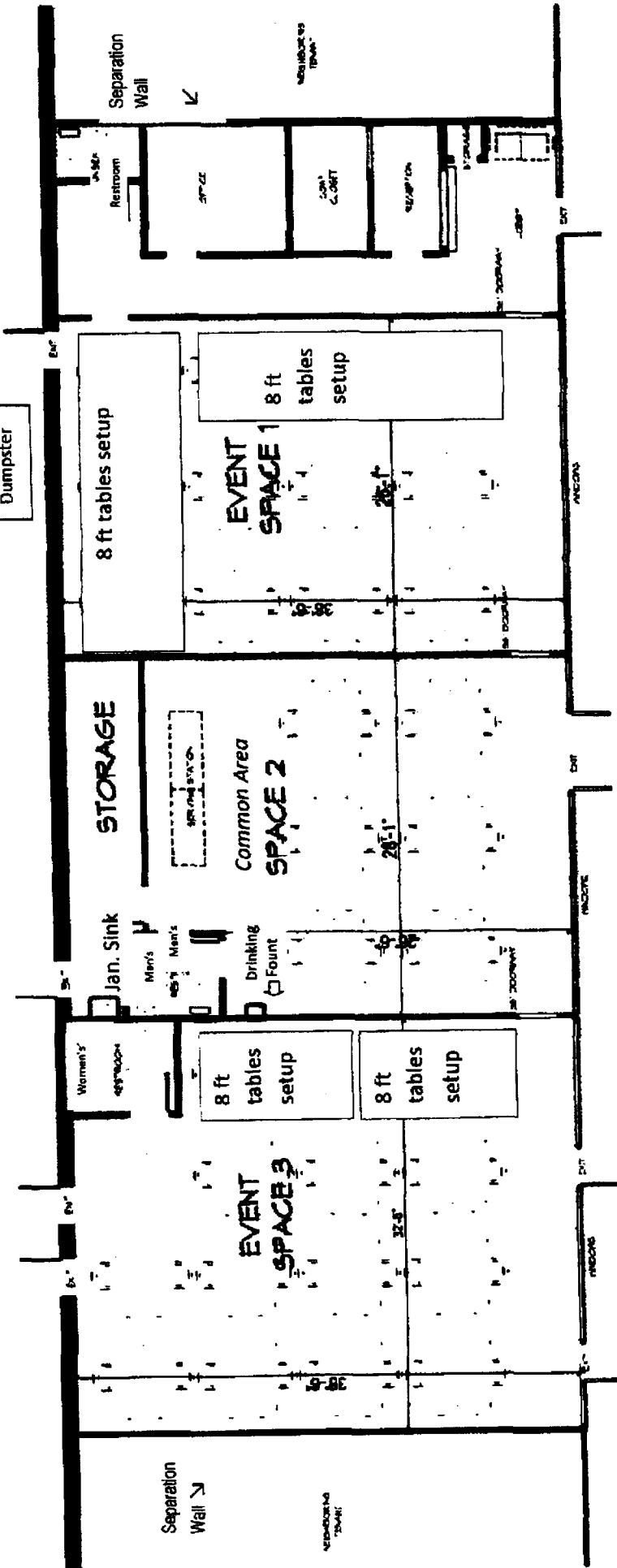
60  
61 Approved this 10 day of May, 2016.

62  
63  
64   
65 Thomas P. Schneider  
66 Mayor, City of Florissant

67  
68  
69 ATTEST:

70   
71  
72 Karen Goodwin, MMC/MRCC  
73 City Clerk  
74

Trash  
Dumpster



EVENT SPACE = 2250 SQFT  
 2250 SQFT / 15 = 150 OCCUPANCY



11 PATTERSON PLAZA  
 FLORISSANT, MO 63031

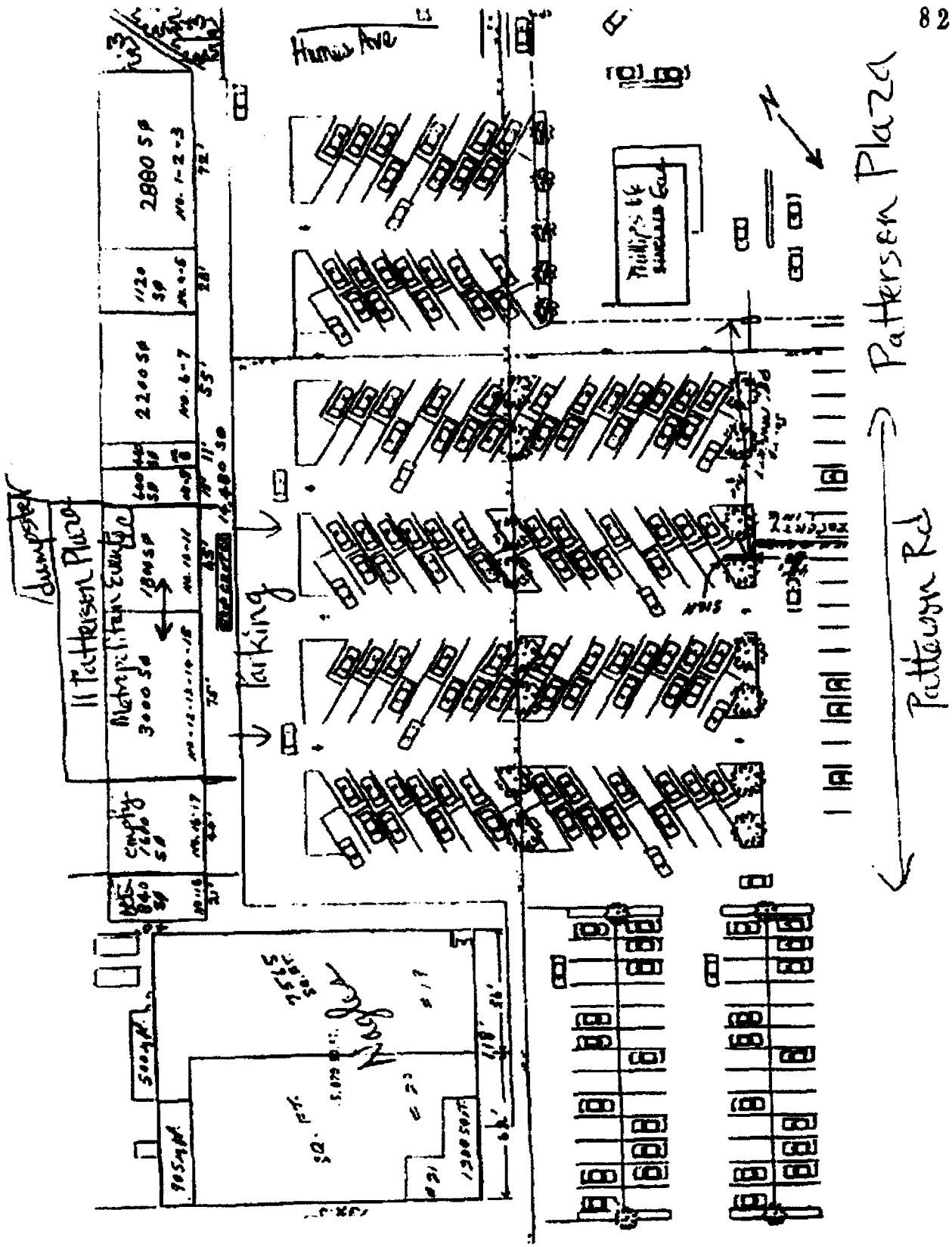
**OCCUPANCY CALCULATIONS**

SCALE: 1/8" = 1'-0" MARCH 11, 2016

DRAWN BY: CE DIMARTINO 914-491-4634

8223





1 INTRODUCED BY COUNCILMAN CAPUTA  
2 NOVEMBER 12, 2018

3  
4 BILL NO. 9446

ORDINANCE NO.

5  
6

7 **ORDINANCE AUTHORIZING AN AMENDMENT TO SPECIAL USE**  
8 **PERMIT NO. 8223 ALLOWING AN EVENT BANQUET CENTER, TO**  
9 **ALLOW THE ADDITIONAL USE AS AN ADULT DAY CARE**  
10 **PROGRAM FOR THE PROPERTY LOCATED AT 11 PATTERSON**  
11 **PLAZA SHOPPING CENTER.**

12

13 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of  
14 Florissant, by Special Use Permit, after public hearing thereon, to permit the location and  
15 operation of an adult day care program; and

16 WHEREAS, pursuant to ordinance no. 8223 the Florissant City Council previously  
17 granted a Special Use permit to Sonja Dulick d/b/a Metropolitan Events, LLC for the operation  
18 of an event banquet center at 11 Patterson Plaza Shopping Center, subject to certain conditions;  
19 and

20 WHEREAS, an application was filed by Grace and Mercy Adult Program II, LLC to  
21 operate an adult day program in the same location at 11 Patterson Plaza; and

22 WHEREAS, the Planning and Zoning Commission of the City of Florissant at their  
23 meeting of July 16th, 2018 has recommended that the current Special Use Permit authorized by  
24 ordinance no. 8223 be amended to allow the additional Special Use of the operation of an adult  
25 day care program; and

26 WHEREAS, notice of a public hearing on the application to amend Special Use Permit  
27 no. 8223 to allow the additional use of the operation of an adult day care program was duly  
28 published and commenced on August 13, 2018 but was continued for additional information and  
29 comment until concluded on October 22, 2018; and

30 WHEREAS, during the public hearing pertaining to the application for an adult day care  
31 program, the City Council raised questions and issues concerning the operation of the event  
32 banquet center use at the same location of the proposed adult day care program; and

33 WHEREAS, during the public hearings pertaining to the application for the operation of  
34 an adult day care, Juanita Gullet and Mark Gullet represented that Sonja Dulick, the owner of  
35 Metropolitan Events, LLC, was no longer involved in the event banquet center operation, that the

1 lease had expired on October 31, 2018 and that Sonja Dulick consented to the transfer of the  
2 Special Use Permit for the event banquet center; and

3 WHEREAS, during the public hearings pertaining to the application for the operation of  
4 an adult day care, Juanita Gullet and Mark Gullet, on behalf of Grace and Mercy Adult Day  
5 Program I, LLC, represented that the event banquet center use would cease all operations prior to  
6 January 1, 2019; and

7 WHEREAS, an application was filed to transfer Special Use Permit No. 8223 from  
8 Metropolitan Events LLC to Grace and Mercy Adult Program II, LLC and said application was  
9 approved by the City Council; and

10 WHEREAS, the City Council, following said public hearings, and after due and careful  
11 consideration, has concluded that the granting of an amendment to the Special Use Permit  
12 authorized by Ordinance No. 8223 to allow the operation of an event/banquet center subject to  
13 certain conditions, and the operation of an adult day care center at 11 Patterson Plaza Shopping  
14 Center, as hereinafter provided, would be in the best interest of the City of Florissant and will not  
15 adversely affect the health, safety, morals and general welfare of the City.

16

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

19

20 Section 1: The Special Use Permit previously granted to Metropolitan Events, LLC and  
21 transferred to Grace and Mercy Adult Day Program II, LLC for the operation of an  
22 events/banquet center at 11 Patterson Plaza is hereby amended by granting an additional Special  
23 Use Permit to allow the operation of an adult day care program at 11 Patterson Plaza with the  
24 following stipulations:

25 1. The Adult Day Program shall be licensed by the State of Missouri and shall fully  
26 comply with all of the regulations of the State of Missouri.

27 2. All of the terms and conditions of said Special Use Permit authorized by Ordinance  
28 No. 8223 and authorized by the transfer of Special Permit in Ordinance No. \_\_\_\_\_  
29 shall be in full force and effect.

30 3. Hours of operation for the adult day care shall only be from 7 am until 4 pm Monday  
31 through Friday and shall not be authorized to conduct business prior to January 1,  
32 2019.

33 4. In accordance with the regulations of the State of Missouri, the plans shall show:

34 a. A determined number of reclining chairs.

- 1           b. The tables and chairs that will be used for dining and/or activities.
- 2           c. A drinking fountain or water cooler location with cups.
- 3           d. A separate resting area with beds.
- 4           e. An accessible path from the parking area into the facility.
- 5        5. No drugs or medications can be administered by staff.
- 6        6. All medications, prescription drugs and similar drugs shall be removed from the
- 7           property at the end of the hours of operation of the adult daycare program and all such
- 8           medications, prescription drugs and similar drugs shall be stored in a storage room.
- 9        7. No meals will be served.

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

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

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

15  
 16 \_\_\_\_\_  
 17 Jeff Caputa  
 18 President of the Council  
 19 City of Florissant

20  
 21        Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

22  
 23 \_\_\_\_\_  
 24 Thomas P. Schneider  
 25 Mayor, City of Florissant

26  
 27 ATTEST:

28  
 29 \_\_\_\_\_  
 30 Karen Goodwin, MPPA/MMC/MRCC  
 31 City Clerk

FLORISSANT PLANNING & ZONING COMMISSION APPLICATION



*Amend  
ORD 8223*

City Of Florissant – Public Works 314-839-7648

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

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

Please Print neatly or Type the Following Information:

Property Address: 11 Patterson Plaza, Florissant MO 63031

Property Owners Name: Cozad Commercial Real Estate Ltd Phone/email: (314) 781-3000/info@cozadgroup.com

Property Owners Address: 16 Sutton Dr., Suite 164 St Louis MO 63143

Business Owners Name: Sonja Dulick Phone/email: 314 724-1451/underwsr81@yahoo.com

Business Owners Address: 105 Kendl Ct., Florissant MO 63031

DBA (Doing Business As) Grace & Mercy Adult Program

Authorized Agents Name: Juanita Gullet Co. Name: Same as above  
(Authorized Agent to Appear Before The Commission)

Agents Address: 15420 Forte De France Lane, Florissant MO 63034 Phone/email: 314 443-5171/jlove5172@yahoo.com

Request (review and approval of the Planning and Zoning Commission for compliance with regulations.

Applicant had no intentions of remodeling and construction plans are not applicable.)

State complete request (print or type only). ADULT DAY CARE

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

Sonja Dulick Applicant's Signature 5/21/18 Date

Received by: [Signature] Receipt # 10598 OFFICE USE ONLY Amount Paid: 300.00 Date: 7-5-18

STAFF REMARKS: Cindy Pezzimentis is Owner, COZAD is Property management. COMMISSION ACTION TAKEN:

DATE APPLICATION REVIEWED: 7/14/18 see staff report.

[Signature]  
SIGNATURE OF STAFF WHO REVIEWED APPLICATION

RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN

SIGN. [Signature] DATE: 7-16-18

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



**RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN**

SIGN. [Signature]

DATE: 7/16/15  
City Of Florissant – Public Works  
314-839-7648

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

**PLANNING & ZONING ACTION**      Council Ward      Zoning

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

SPECIAL PERMIT FOR to operate as an Adult Daycare Provider  
Statement of what permit is being sought. (i.e., special permit for operation of a restaurant).

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

LOCATION 11 Patterson Plaza, Florissant MO 63031  
Address of property.

1) Comes Now Sonja Dulick      Grace & Mercy Adult Program II, LLC  
Enter name of petitioner. If a corporation, state as such. If applicable include DBA (Doing Business As)

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

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

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

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

4) The petitioner(s) further state(s) that (he) (she) (they) shall comply with all the requirements of the City of Florissant, including setback lines and off- street parking.

5) The petitioner (s) further (represent (s) and warrants (s) that they (he) (she) has (have) not made any arrangement to pay any commission gratuity or consideration, directly or indirectly to any official, employee or appointee of the City of Florissant, with respect to this application.

6) The petitioner(s) further state (s) that the Special Use Permit is sought for the following purposes, and no other, as listed in detail, all activities sought to be covered by the permit (i.e.; operation of a business, approval of building and/or site plans (preliminary and / or final), plan approval for signage, etc.):

7) The petitioner (s) state (s) the following factors and reason to justify the permit:  
(If more space is needed, separate sheets maybe attached)

Sonja Dulick *Sonja Dulick* / underwsr81@yahoo.com/314 724-1452  
PRINT NAME SIGNATURE email and phone

FOR Partnership  
(company, corporation, partnership)

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

8) I (we) hereby certify that, as applicant (circle one of the following):

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

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

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

PRESENTOR SIGNATURE *Juanita Gullet*

ADDRESS 15420 Forte De France Lane, Florissant MO 63034  
STREET CITY STATE ZIP CODE

TELEPHONE / EMAIL 314 443-5171 / jlove5172@yahoo.com  
BUSINESS

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

*Sonja Dulick*  
Signature of Petitioner authorizing an agent

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

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



## REQUIRED INFORMATION

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

1) Type of Operation:

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

(a) If an individual:

(1) Name and Address \_\_\_\_\_

(2) Telephone Number \_\_\_\_\_

(3) Business Address \_\_\_\_\_

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

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

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

(b) If a partnership:

(1) Names & addresses of all partners Sonja Dulick, 105 Kendl Ct., Florissant, MO 63031, Juanita Gullet, 15420 Forte De France Ln., Florissant MO 63034, Mark Gullet, 15420 Forte De France Ln., Florissant, MO 63034

(2) Telephone numbers Sonja/314 724-1452, Juanita/314 443-5171, Mark/314 398-9829

(3) Business address 11 Patterson Plaza, Florissant MO 63031

(4) Name under which business is operated Grace & Mercy Adult Program II, LLC

(5) If operating under fictitious name, provide date the name was registered with the State of Missouri, and a copy of the registration. Grace & Mercy Adult Program II LLC, 9 May 2018 – LC001590794

(c) If a corporation:

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

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

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

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

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

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

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

(8) Name in which business is operated Metropolitan Events, LLC

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

**Please fill in applicable information requested. If the property is located in a shopping center, provide the dimensions of the tenant space under square footage and landscaping information may not be required.**

Name Sonja Dulick

Address 105 Kendl Ct., Florissant MO 63031

Property Owner Cozad Commercial Real Estate Ltd

Location of property 11 Patterson Plaza, Florissant MO 63031

Dimensions of property 0415 / 0550 – IRR / 0350

Property is presently zoned C Requests Rezoning To N/A

Proposed Use of Property Adult Daycare Provider

Type of Sign N/A Height N/A

Type of Construction Wood Frame, Jost and Beam Number Of Stories One

Square Footage of Building Approx 4800 sq ft Number of Curb Cuts \_\_\_\_\_

Number of Parking Spaces Total area 135,000 sq ft Sidewalk Length \_\_\_\_\_

Landscaping: No. of Trees N/A Diameter N/A

No. of Shrubs N/A Size N/A

Fence: Type N/A Length N/A Height N/A

**PLEASE SUBMIT THE FOLLOWING INFORMATION ON PLANS OR DRAWINGS:**

1. Zoning of adjoining properties.
2. Show location of property in relation to major streets and all adjoining properties.
3. Show measurement of tract and overall area of tract.
4. Proposed parking layout and count, parking lighting.
5. Landscaping and trash screening.
6. Location, sizes and elevations of signage.

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

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

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

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

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

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**OFFICE USE ONLY**

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

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

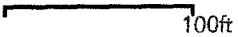
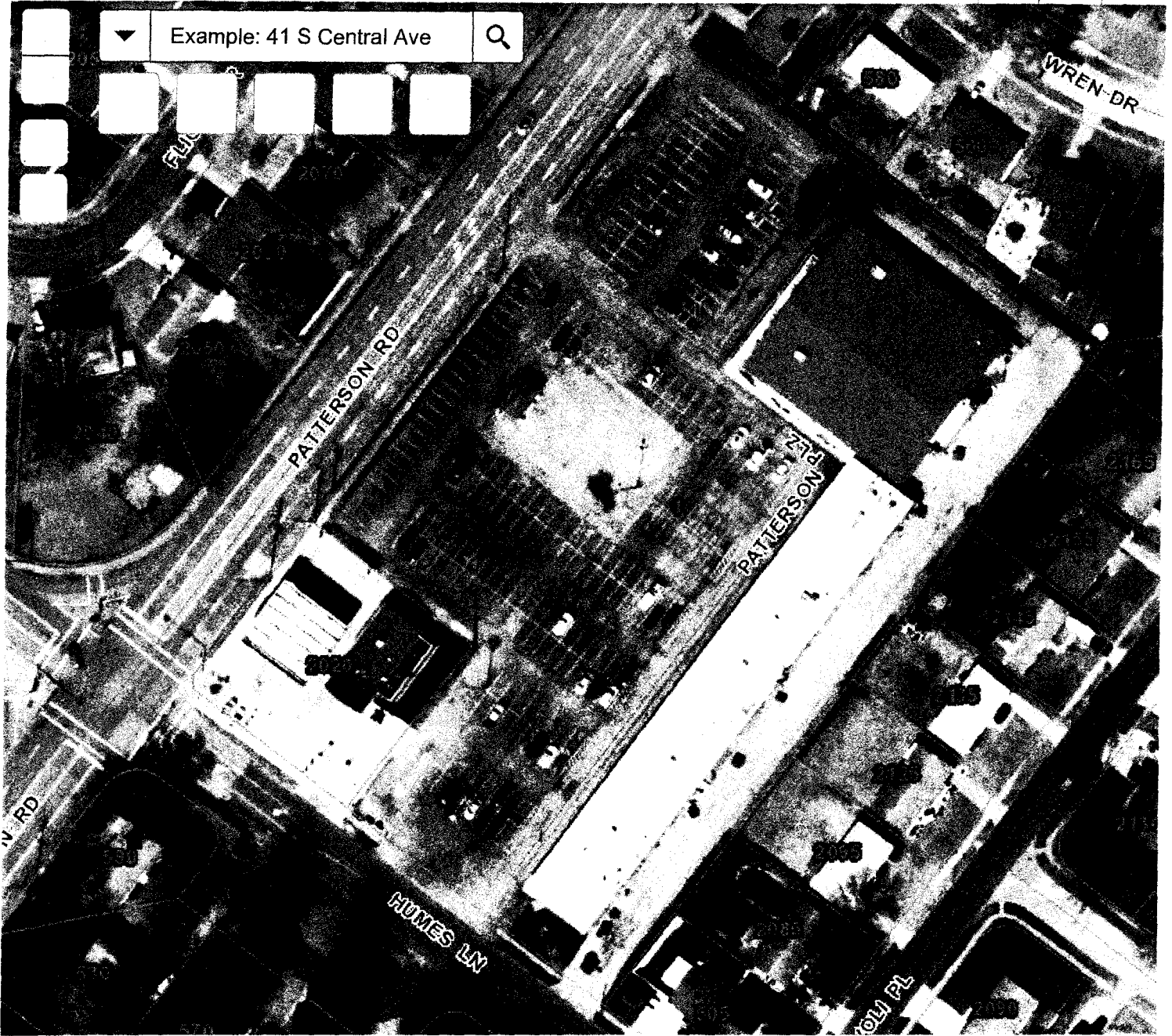
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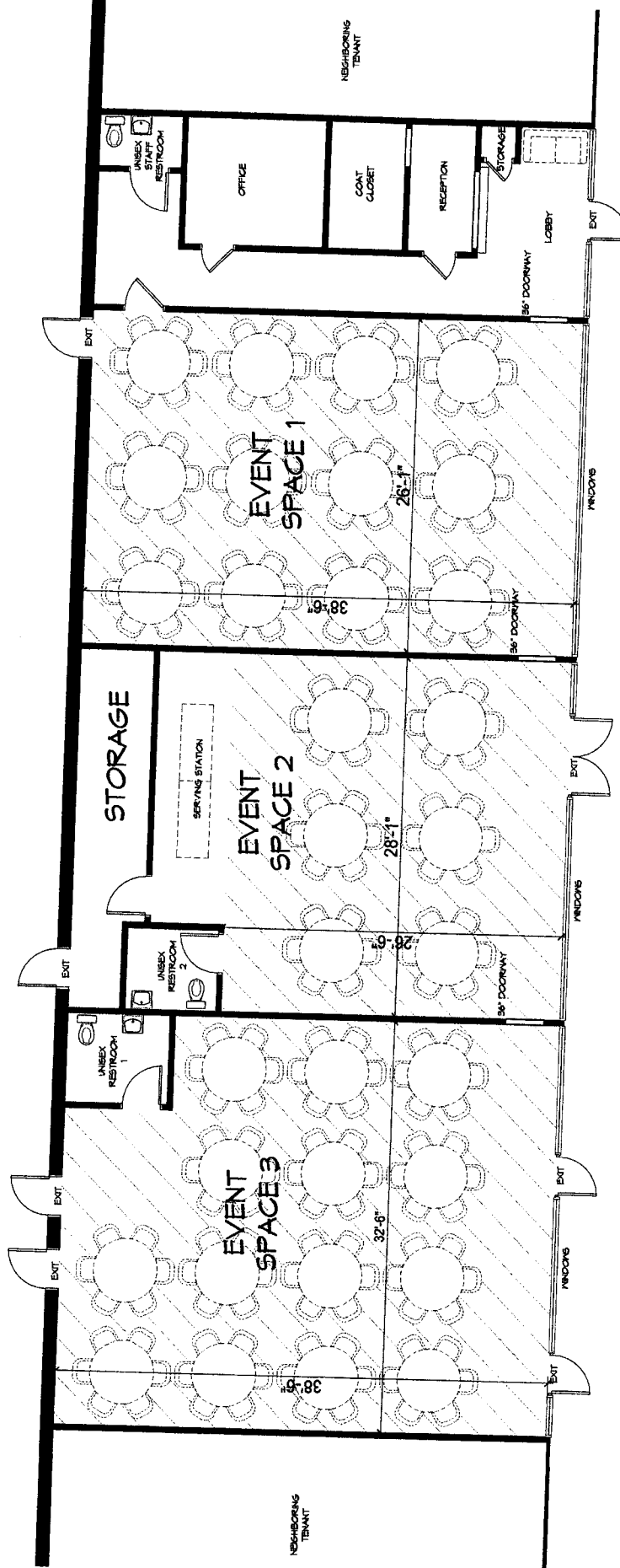
\_\_\_\_\_

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

▼ Example: 41 S Central Ave 🔍





EVENT SPACE = 2928 SQFT  
 2928 SQFT / 15 = 195 OCCUPANCY



**OCCUPANCY CALCULATIONS**

DRAWN BY:  
 JOE DIMARTINO 314-497-4634

SCALE: 1/8" = 1'-0"

MARCH 17, 2016

11 PATTERSON PLAZA  
 FLORISSANT, MO 63031

## CITY OF FLORISSANT



### PUBLIC HEARING NOTICE

In accordance with 405.310 of the Florissant Zoning Code a Public Hearing will be held by the City Council of Florissant, Mo. in Council Chambers, 955 rue St. Francois on Monday, August 13, 2018 at 7:30 P.M. on the following proposition:

To authorize an amendment to Special Use Permit No. #8223 to Grace & Mercy Adult Program II, LLC d/b/a Grace & Mercy Adult Program to allow for the addition of an Adult Day Care to a Banquet/Event Center in an B-3 Zoning District for the property located at 11 Patterson Plaza Shopping Center (legal description to govern). Citizens will have an opportunity to be heard. Anyone with special needs should contact the City Clerk at least 5 days before said public hearing by calling 839-7630 or TDD 839-5142.

CITY OF FLORISSANT, Karen Goodwin, City Clerk

## GRACE & MERCY ADULT PROGRAM II, LLC

August 22, 2018

Mrs. Juanita Gullet  
Director

15420 Forte De France Lane  
Florissant, MO 63034

Re: Ordinance to authorize an amendment to Special Use Permit No. 8223 to Grace & Mercy Adult Program II, LLC

Dear Councilmen:

Per our meeting on Monday, August 13, 2018, concerning our request for approval for a Special Use Permit, to meet the qualification for a state inspection.

The attached floorplan is submitted for your review and for you to better understand the layout and the concept of the Adult Program.

Although, it is our commitment to provide excellence care, we are also seeking to provide a social club environment, where seniors on a daily basis can enjoy the company of other seniors, to share their life experiences, participate in all types of in-house activities, and field trips away from the facility.

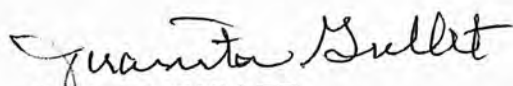
It is our desire to give hope, and to present possibility that would make life worth living. We as human beings have much more to share, and a whole lot of love to give.

Your approval to this request will be instrumental to changing the lives of many of your constituents that have not had the pleasure of meeting you.

We only ask that the Councilmen of the City of Florissant share in this vision for quality care, and to make a difference by investing into the lives of our Senior Citizens.

I look forward to working with you. You can reach me at (314) 443-5171 or at [jlove5172@yahoo.com](mailto:jlove5172@yahoo.com).

Sincerely,

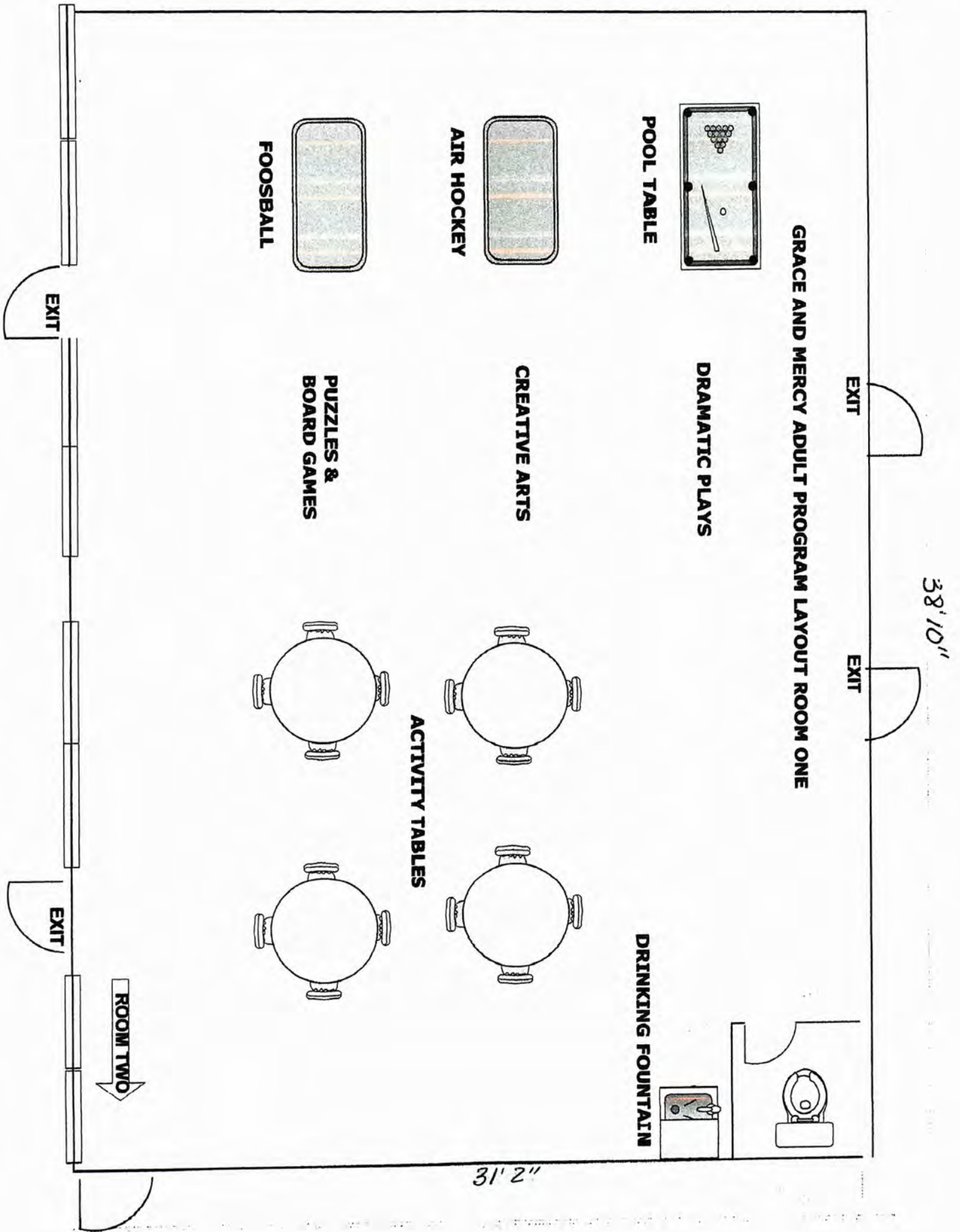


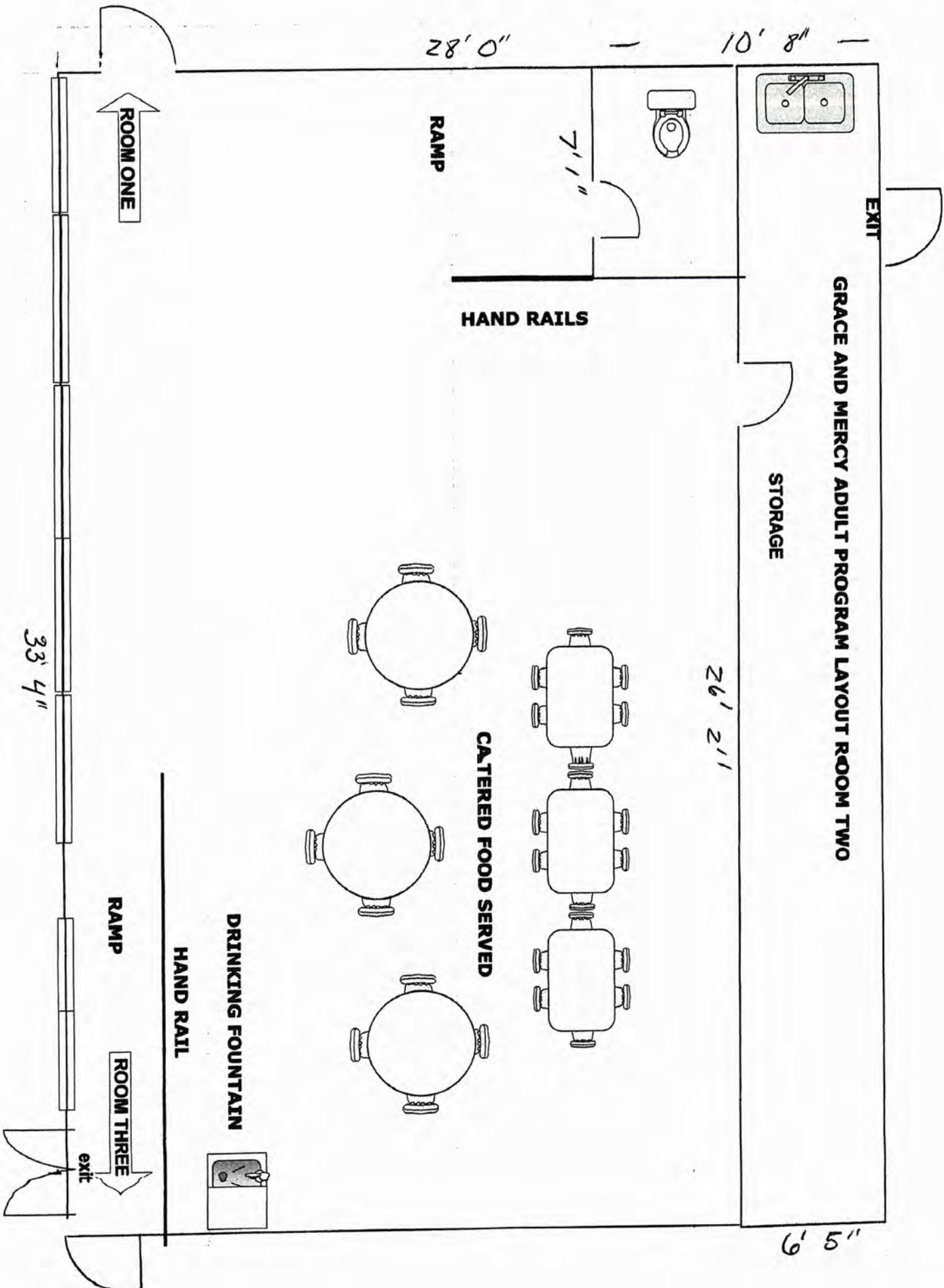
JUANITA GULLET

Enclosure: Grace & Mercy Adult Program Floorplan Layout

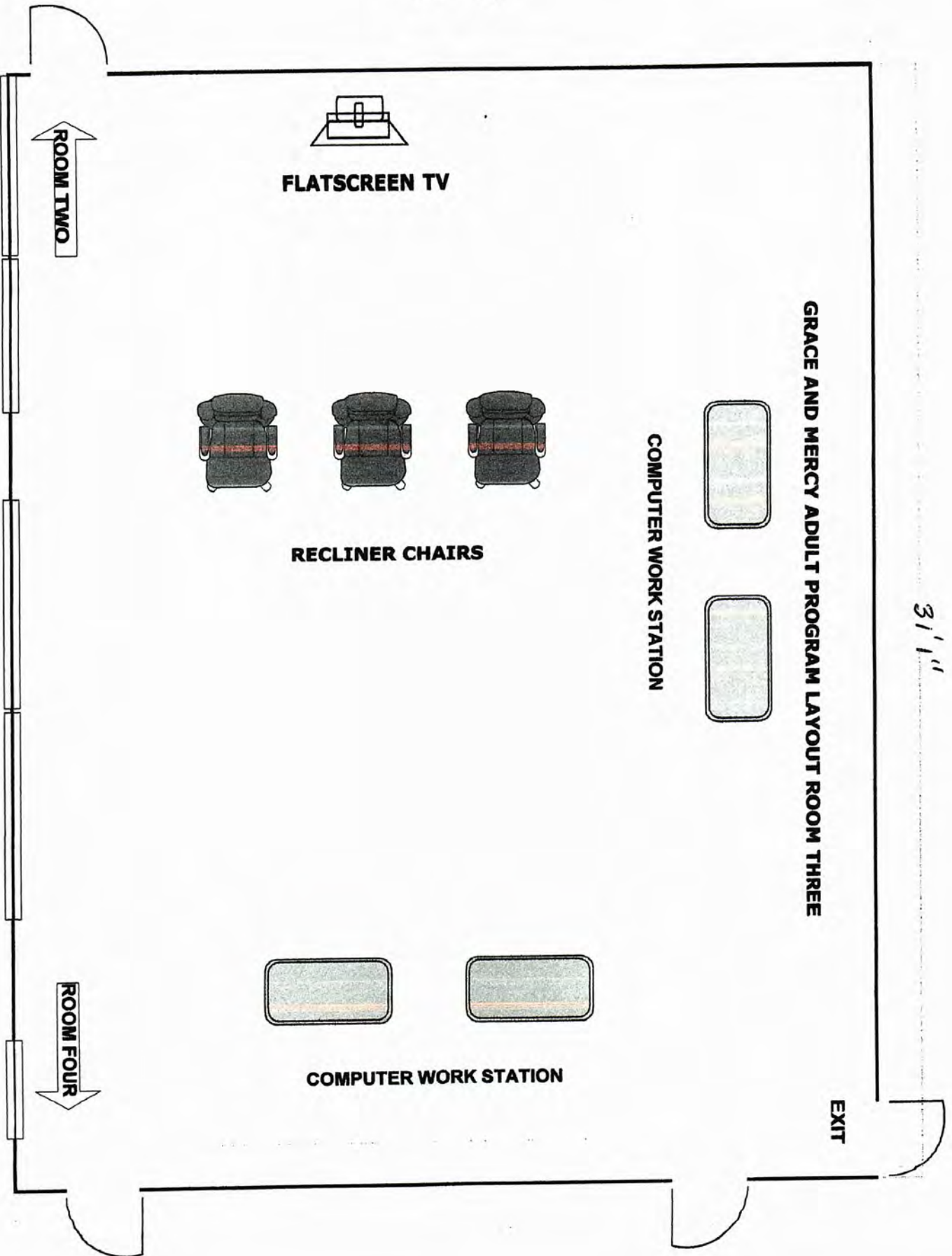


38' 8"

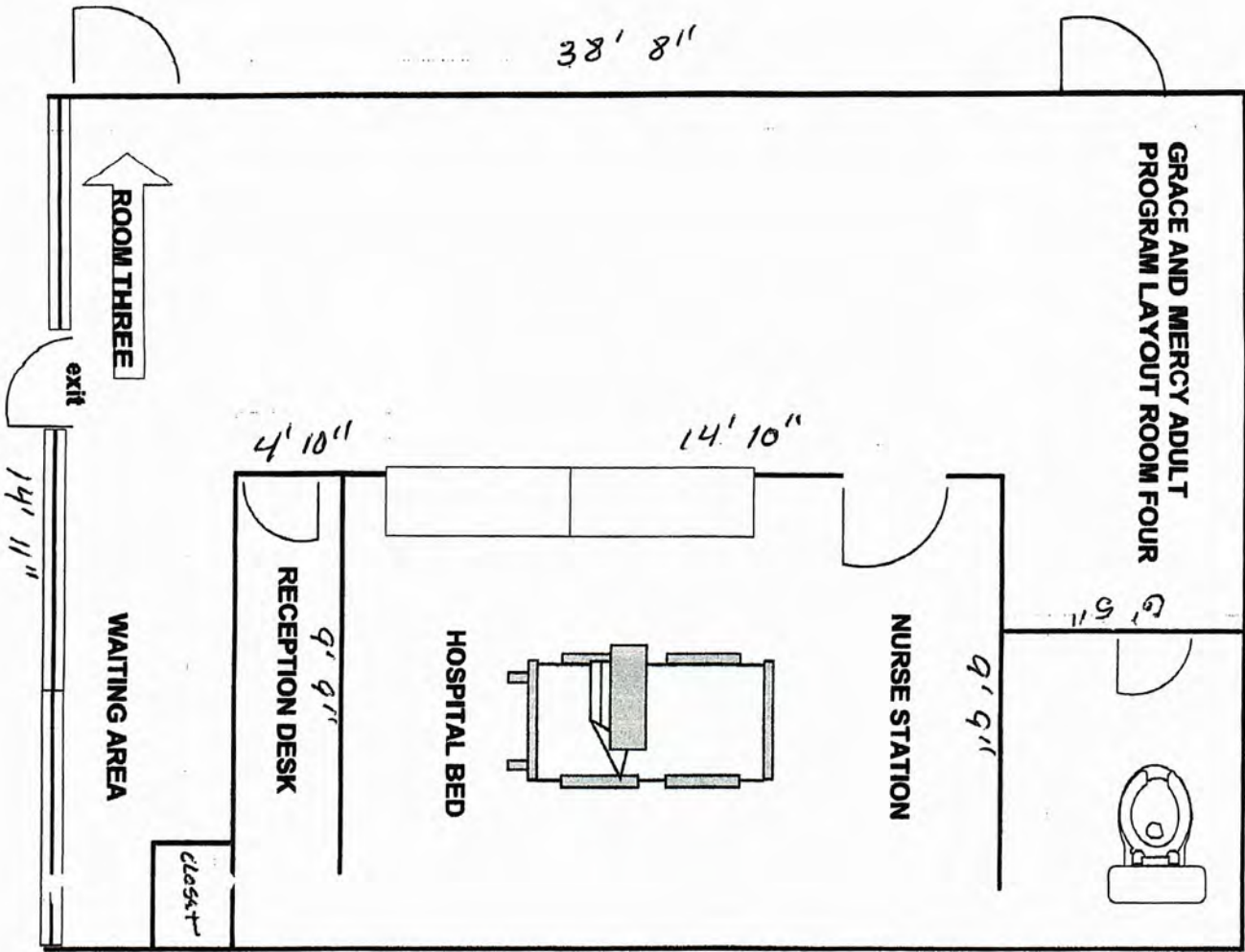




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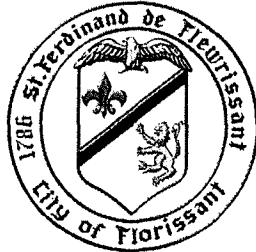


38' 8"



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**MEMORANDUM**



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**CITY OF FLORISSANT- Building Department**

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

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To: Planning and Zoning Commissioners Date: July 11, 2018

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

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Subject: Request Recommended Approval to amend a Special Use at **11 Patterson Plaza** to allow for the addition of an Adult Day Care to a Banquet/Event Center in an existing 'B-3' Zoning District.

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**STAFF REPORT**

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**CASE NUMBER PZ-071618-2**

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**I. PROJECT DESCRIPTION:**

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This is a Request for Recommended Approval for a Special Use at **11 Patterson Plaza**, to amend a Special Use at **11 Patterson Plaza** to allow for the addition of an Adult Day Care to a Banquet/Event Center in an existing 'B-3' Zoning District.

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**II. SITE CONDITIONS:**

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The existing property at **11 Patterson Plaza** is an existing Shopping Center built in 1965 according to County records.

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The existing property is currently occupied by several tenants. The site meets the definition of a Shopping Center having two or more establishments under separate management.

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The subject property has two buildings which are an approximate 50'x 360' strip center and a retail facility (formerly Nagle's) approximately 120'x130' feet the total area of both building is approximately 33,600 square feet and constructed of masonry. The walls of the buildings have aluminum and glass storefront, with brick and flat roofs.

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The number of existing parking is derived from aerial photos and appears to be (252). Per the parking ordinance for this use a retail center containing less than 100,000 s.f. requires 4 spaces/1000 s.f. Required parking is estimated:  
11 Patterson Plaza Event Center Parking: 1 parking per 4 seats, estimated 50  
18 Patterson Plaza BBQ: 10  
20 Patterson Plaza Dance Studio: estimated 26  
All other s.f. 4/1000= 64  
Total estimated 64+86= 150 total

**III. SURROUNDING PROPERTIES:**

The properties to the North and East are in an 'R-4 Single' Family Dwelling District and include 2190 Patterson, 530, 550, 560, 580 Wren, 505 Humes, 2085, 2095, 2125, 2135, 2145, 2145, 2155, 2165 Rivoli and the adjacent Gas Station in the Southwest corner of the site, 2020 Patterson, is in a 'B-3' Zoning District.

**IV. STAFF ANALYSIS:**

Special Uses for this zoning district includes Adult Day Care and Assembly Hall.

The application is accompanied by a revised floor plan showing 3 gathering spaces with overall dimensions of 40' x 86' approx. = 3440 s.f. noted as Assembly Hall Use with no changes in plan expected.

The applicant indicates a hall for hire type business only with no cooking equipment.

No exterior changes to the site are anticipated. No outside equipment is anticipated.

Now new signage is proposed, therefore signs must meet 40 s.f. max. size requirement.

Occupant Load: The architectural plan shows one room with 11 tables and the other 2 rooms have 6 tables of 6 people. This would result in 138 plus staff. The building code would require a maximum of occupants pertaining to the area of the space, however, which could be a different number based on tables/chairs or without tables or chairs. Therefore the total number of occupants likely is up to 200 per the building code for the same table/chair arrangement.

**VI. STAFF RECOMMENDATIONS:**

If the Commission recommends approval, staff recommends the attached suggested motion.

**Suggested Motion for 11 Patterson Plaza**

I move to recommend approval to amend a Special Use to allow for the addition of an Adult Day Care to a Banquet/Event Center in an existing 'B-3' Zoning District, ~~with the following stipulations:~~

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**PROJECT COMPLETION**

Construction shall start within 60 days of the issuance of building permits, and the structure shall be completed in accordance with the plans within 180 days of start of construction.

(end of Suggested Motion and Memo)



# MEMORANDUM



## CITY OF FLORISSANT- BUILDING DIVISION

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

**Memo To:** Council Members

**Date:** July 25, 2018

**Copy:** Mayor Thomas P. Schneider  
Todd Hughes, P.E., Director of Public Works

**Through:** Karen Goodwin, City Clerk

**From:** Philip E. Lum- AIA, Building Commissioner

**Subject: 11 Patterson Plaza, proposed Adult Day Care Public Hearing for Metropolitan Events, LLC.**

For your information, after review of ordinance no. 8223, I report the following- The P&Z Application states that the presenter is Ms. Juanita Gulley, the Owner's Agent. The petitioner is listed as Sonja Dulick, who currently has ordinance 8223 for Metropolitan Events, LLC.

- Ms. Gulley testified at P&Z that the current use of the Event Center is only on weekends.
- Ordinance No. 8223, however, states hours of operation of the Event Center as 7 days a week 7 a.m. to 1 a.m.
- The petition states that an Adult Day Care is requested M-F, 7 a.m. to 4 p.m.
- P&Z recommended approval, largely based upon the testimony of the petitioner that there were no conflicts anticipated.
- FYI, a State License is required to operate an Adult Day Care from DHSS requirements:
  - Licensure type, with or without Disabilities, Alzheimers patients, etc.
  - Auditing of Medicare payments
  - Staffing, including background checks
  - Program Policies
  - Fire Safety and Physical Environment
  - <https://health.mo.gov/seniors/nursinghomes/pdf/ADCProgramManual.pdf>

Obviously, there is a conflict in hours of operation and these activities cannot operate simultaneously in the same space. If a motion to approve is made, Staff recommends that the hours of operation be adjusted in ordinance no. 8223, in order to coordinate both operations.

*cc to Council / Mayor  
Jesse  
PH - 8 PH - 11 Patterson*

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 APRIL 26<sup>TH</sup>, 2016

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4  
5 BILL NO. 9182

ORDINANCE NO. 8223

6  
7 **ORDINANCE TO AUTHORIZE A SPECIAL USE PERMIT TO**  
8 **METROPOLITAN EVENTS, LLC TO ALLOW FOR AN**  
9 **EVENT/BANQUET CENTER FOR THE PROPERTY LOCATED AT**  
10 **11 PATTERSON PLAZA SHOPPING CENTER.**

11  
12 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of  
13 Florissant, by Special Use Permit, after public hearing thereon, to permit the location and  
14 operation of an event/ banquet center; and

15 WHEREAS, an application has been filed by Sonja Dulick d/b/a Metropolitan Events,  
16 LLC to allow for the location and operation of an event/banquet center on the property known  
17 as 11 Patterson Plaza Shopping Center; and

18 WHEREAS, the Planning and Zoning Commission of the City of Florissant, at their  
19 meeting of April 18<sup>th</sup>, 2016, has recommended that the said Special Use Permit be granted; and

20 WHEREAS, due notice of public hearing no. 16-04-013 on said application to be held on  
21 the 26<sup>th</sup> of April, 2016 at 7:30 P.M. by the Council of the City of Florissant was duly published,  
22 held and concluded; and

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

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

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29 Section 1: A Special Use Permit is hereby granted to Sonja Dulick d/b/a Metropolitan  
30 Events, LLC for the location and operation of an event/banquet center on the property known as  
31 11 Patterson Plaza Shopping Center with the following stipulations:

- 32 1. Hours of operation to be 7 days a week from 7:00 am until 1:00 am  
33 2. No liquor will be served unless catered by a licensed catering with a  
34 valid liquor license.  
35 3. Any trash container over 90 cubic feet shall be screened and screen  
36 shall be constructed compatible with the construction of the building

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as approved by the Building Commissioner. The enclosure should have gates that are solid metal, reinforced solid vinyl or metal picket type fence with pickets spaced for screening.

**PROJECT COMPLETION.**

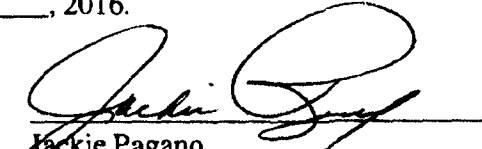
Construction shall start within 60 days of the issuance of building permits, and the structure shall be completed in accordance with the plans within 180 days of start of construction.

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

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

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

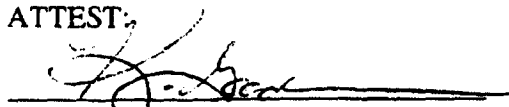
Adopted this 9 day of May, 2016.

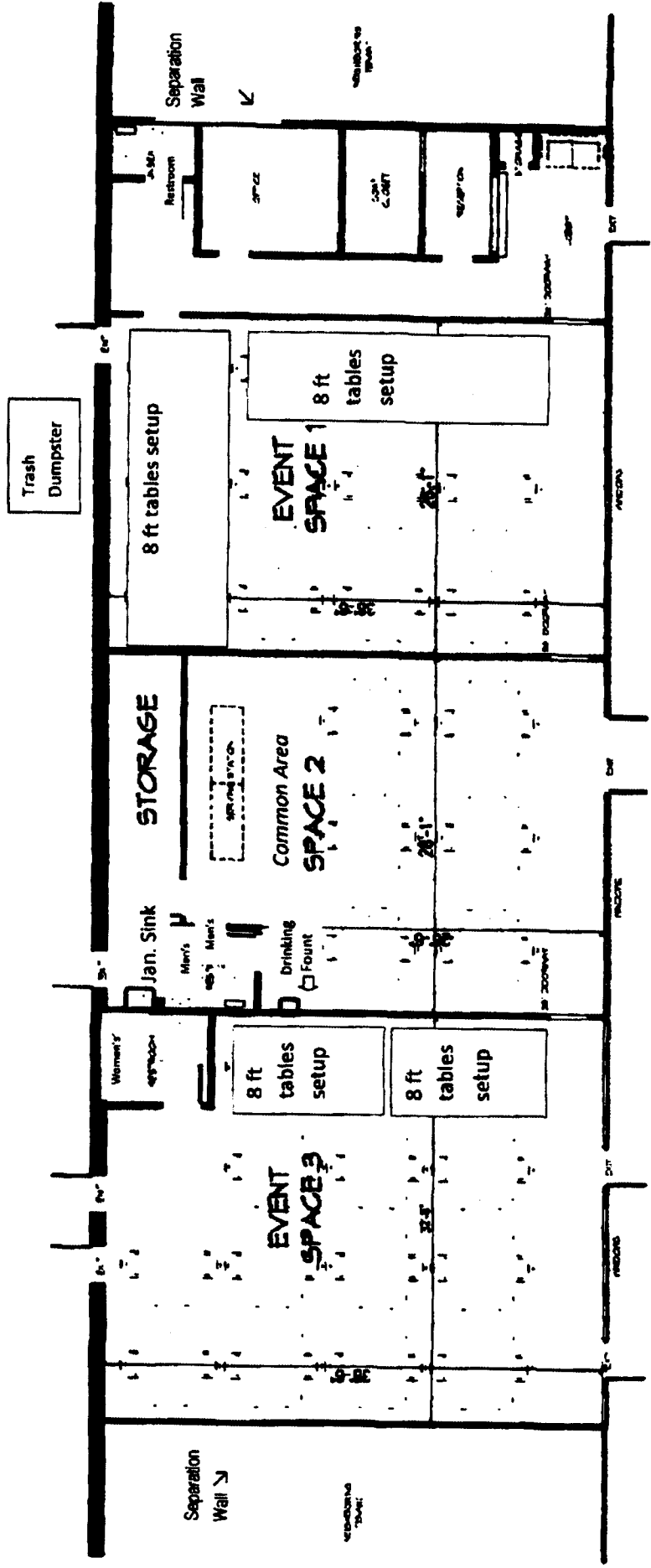
  
Jackie Pagano  
President of the Council  
City of Florissant

Approved this 10 day of May, 2016.

  
Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

  
Karen Goodwin, MMC/MRCC  
City Clerk



EVENT SPACE = 2250 SQFT  
 2250 SQFT / 15 = 150 OCCUPANCY

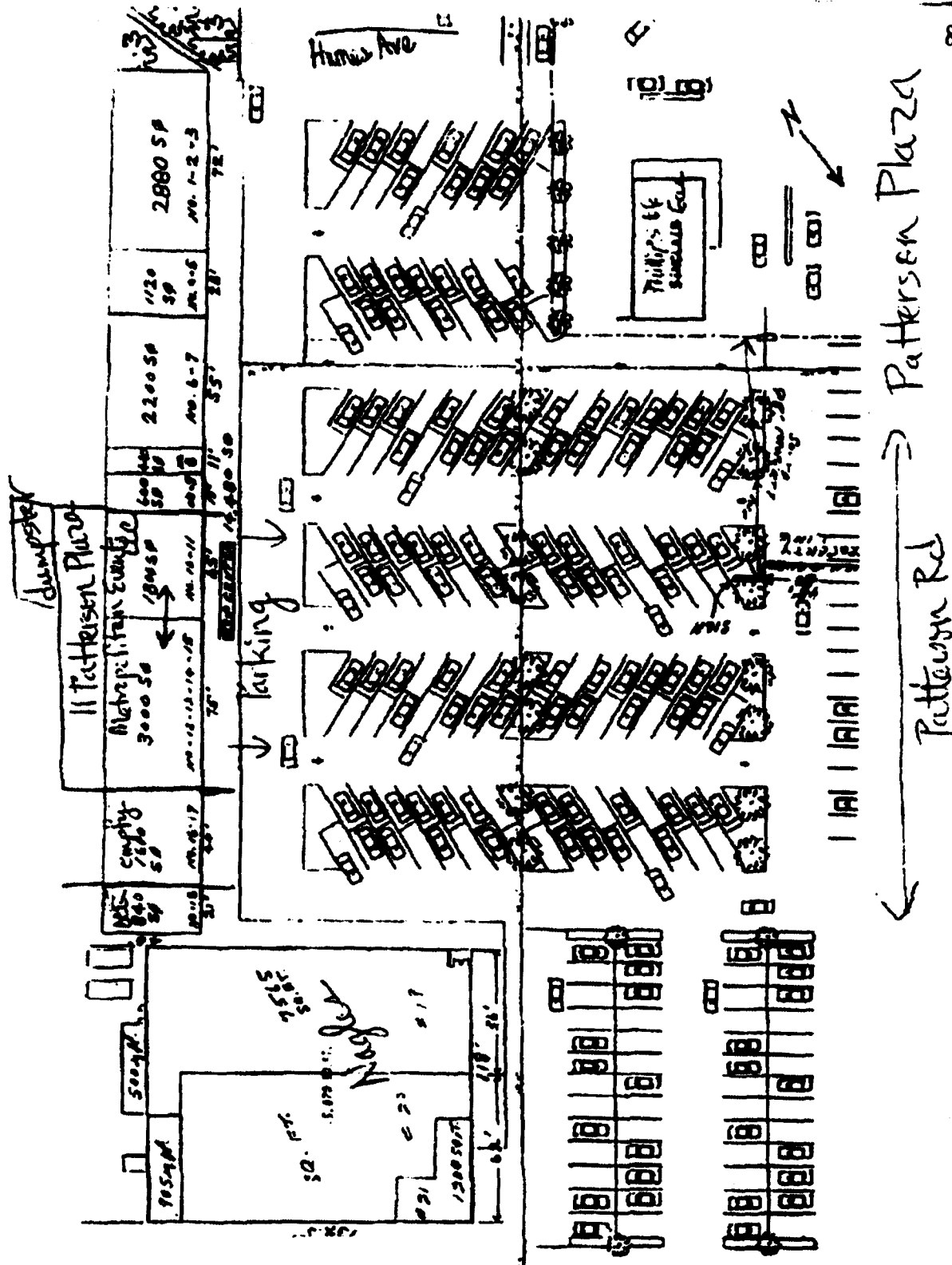


**OCCUPANCY CALCULATIONS**

RUN BY: CE D/MARTINO 314-647-4634 SCALE: 1/8" = 1'-0" MARCH 17, 2016

**11 PATTERSON PLAZA  
 FLOISSANT, MO 63031**

8228





# CITY OF FLORISSANT

*Honorable Thomas P. Schneider, Mayor*

## TRANSFER OF SPECIAL USE PERMIT

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

TO: Metropolitan Events LLC

FOR: Event / Banquet Center

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

Juanita Gullet

PRINT - NAME OF APPLICANT

Juanita Gullet

SIGNATURE OF APPLICANT

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

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

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

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

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

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

**TRANSFER OF SPECIAL PERMIT**

AUTHORIZED BY ORDINANCE NUMBER (S) 8223

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

**TRANSFER OF SPECIAL USE PERMIT PETITION**

TO THE CITY COUNCIL OF THE CITY OF FLORISSANT:

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

PETITIONER SIGNATURE Juanita Gullet  
Individual's Name

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



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

Type of Operation: (Select One)

Individual       Partnership       Corporation       LLC

**INDIVIDUAL:**

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

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

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

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

**PARTNERSHIP:**

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

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

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

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

**CORPORATION OR LLC:**

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

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

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

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

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

Copy of fictitious name registration, if applicable

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

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

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

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

SIGNATURE

Juanita Gullet

ADDRESS

15420 Forte De France Ln Florissant, MO 63034

Telephone No.

314-443-5171

Email address

jlove5172@yahoo.com

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

Sonja Dulick  
PETITIONER SIGNATURE

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

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

Sonja Dulick  
SIGNATURE OF OWNER

# STATE OF MISSOURI



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

## CERTIFICATE OF ORGANIZATION


WHEREAS,

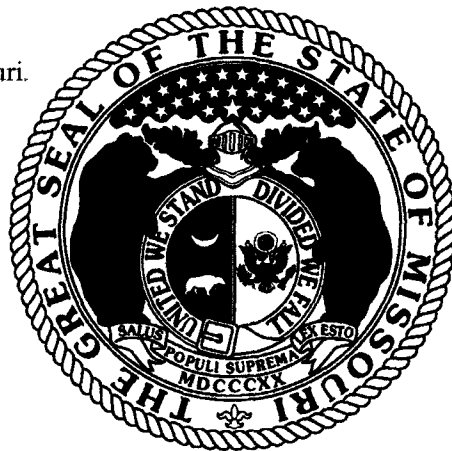
*GRACE & MERCY ADULT PROGRAM L.L.C.*  
*LC001588309*

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

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

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

  
Secretary of State





**State of Missouri**  
**John R. Ashcroft, Secretary of State**  
 Corporations Division  
 PO Box 778 / 600 W. Main St., Rm. 322  
 Jefferson City, MO 65102

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

**Articles of Organization**

*(Submit with filing fee of \$105.00)*

1. The name of the limited liability company is  
GRACE & MERCY ADULT PROGRAM L.L.C.  
*(Must include "Limited Liability Company," "Limited Company," "LC," "L.C.," "L.L.C.," or "LLC")*

2. The purpose(s) for which the limited liability company is organized:  
TO ASSIST SENIORS, DISABLED AND MENTALLY CHALLENGED CONSUMERS ON A DAILY BASIS.

3. The name and address of the limited liability company's registered agent in Missouri is:  
JUANITA L GULLET 15420 FORTE DE FRANCE LANE FLORISSANT MO 63034  
*Name Street Address: May not use PO Box unless street address also provided City/State/Zip*

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

5. The events, if any, on which the limited liability company is to dissolve or the number of years the limited liability company is to continue, which may be any number or perpetual: Perpetual  
*(The answer to this question could cause possible tax consequences, you may wish to consult with your attorney or accountant)*

6. The name(s) and street address(es) of each organizer *(PO box may only be used in addition to a physical street address):*  
*(Organizer(s) are not required to be member(s), manager(s) or owner(s))*

<i>Name</i>	<i>Address</i>	<i>City/State/Zip</i>
GULLET, JUANITA L	15420 FORTE DE FRANCE LANCE	FLORISSANT MO 63034

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

- New Series:  
 The limited liability company gives notice that the series has limited liability.
- New Series:  
 The limited liability company gives notice that the series has limited liability.
- New Series:  
 The limited liability company gives notice that the series has limited liability.
- (Each separate series must also file an Attachment Form LLC 1A.)*

Name and address to return filed document:	
Name:	<u>JUANITA L GULLET</u>
Address:	<u>Email: jlove5172@yahoo.com</u>
City, State, and Zip Code:	_____

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

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

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

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

**All organizers must sign:**

JUANITA L GULLET  
*Organizer Signature*

JUANITA L GULLET  
*Printed Name*

04/24/2018  
*Date of Signature*

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 APRIL 26<sup>TH</sup>, 2016

3  
4  
5 BILL NO. 9182

ORDINANCE NO. 8223

6  
7 **ORDINANCE TO AUTHORIZE A SPECIAL USE PERMIT TO**  
8 **METROPOLITAN EVENTS, LLC TO ALLOW FOR AN**  
9 **EVENT/BANQUET CENTER FOR THE PROPERTY LOCATED AT**  
10 **11 PATTERSON PLAZA SHOPPING CENTER.**

11  
12 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of  
13 Florissant, by Special Use Permit, after public hearing thereon, to permit the location and  
14 operation of an event/ banquet center; and

15 WHEREAS, an application has been filed by Sonja Dulick d/b/a Metropolitan Events,  
16 LLC to allow for the location and operation of an event/banquet center on the property known  
17 as 11 Patterson Plaza Shopping Center; and

18 WHEREAS, the Planning and Zoning Commission of the City of Florissant, at their  
19 meeting of April 18<sup>th</sup>, 2016, has recommended that the said Special Use Permit be granted; and

20 WHEREAS, due notice of public hearing no. 16-04-013 on said application to be held on  
21 the 26<sup>th</sup> of April, 2016 at 7:30 P.M. by the Council of the City of Florissant was duly published,  
22 held and concluded; and

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

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

28  
29 Section 1: A Special Use Permit is hereby granted to Sonja Dulick d/b/a Metropolitan  
30 Events, LLC for the location and operation of an event/banquet center on the property known as  
31 11 Patterson Plaza Shopping Center with the following stipulations:

- 32 1. Hours of operation to be 7 days a week from 7:00 am until 1:00 am  
33 2. No liquor will be served unless catered by a licensed catering with a  
34 valid liquor license.  
35 3. Any trash container over 90 cubic feet shall be screened and screen  
36 shall be constructed compatible with the construction of the building

37 as approved by the Building Commissioner. The enclosure should  
38 have gates that are solid metal, reinforced solid vinyl or metal picket  
39 type fence with pickets spaced for screening.

40 **PROJECT COMPLETION.**

41 Construction shall start within 60 days of the issuance of building  
42 permits, and the structure shall be completed in accordance with the  
43 plans within 180 days of start of construction.

44  
45 Section 2: The said Special Use Permit herein authorized shall remain in full force and  
46 effect and subject to all of the ordinances of the City of Florissant.

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

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

51

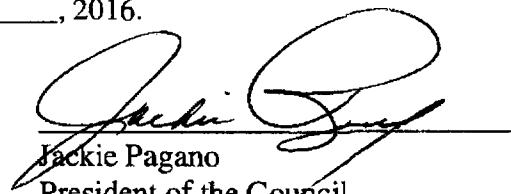
52

53 Adopted this 9 day of May, 2016.

54

55

56



57 Jackie Pagano  
58 President of the Council  
59 City of Florissant

57

58

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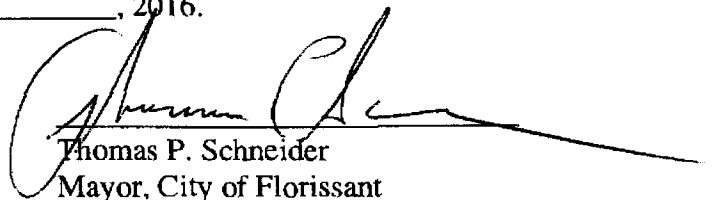
61 Approved this 10 day of May, 2016.

62

63

64

65



66 Thomas P. Schneider  
67 Mayor, City of Florissant

65

66


67

68

69 ATTEST:

70

71

72   
73 Karen Goodwin, MMC/MRCC  
74 City Clerk

71

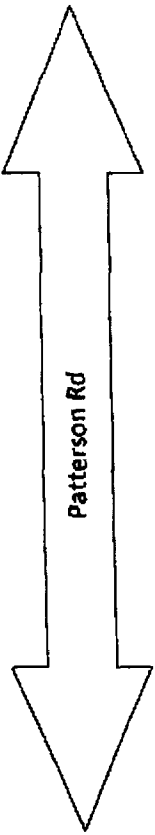
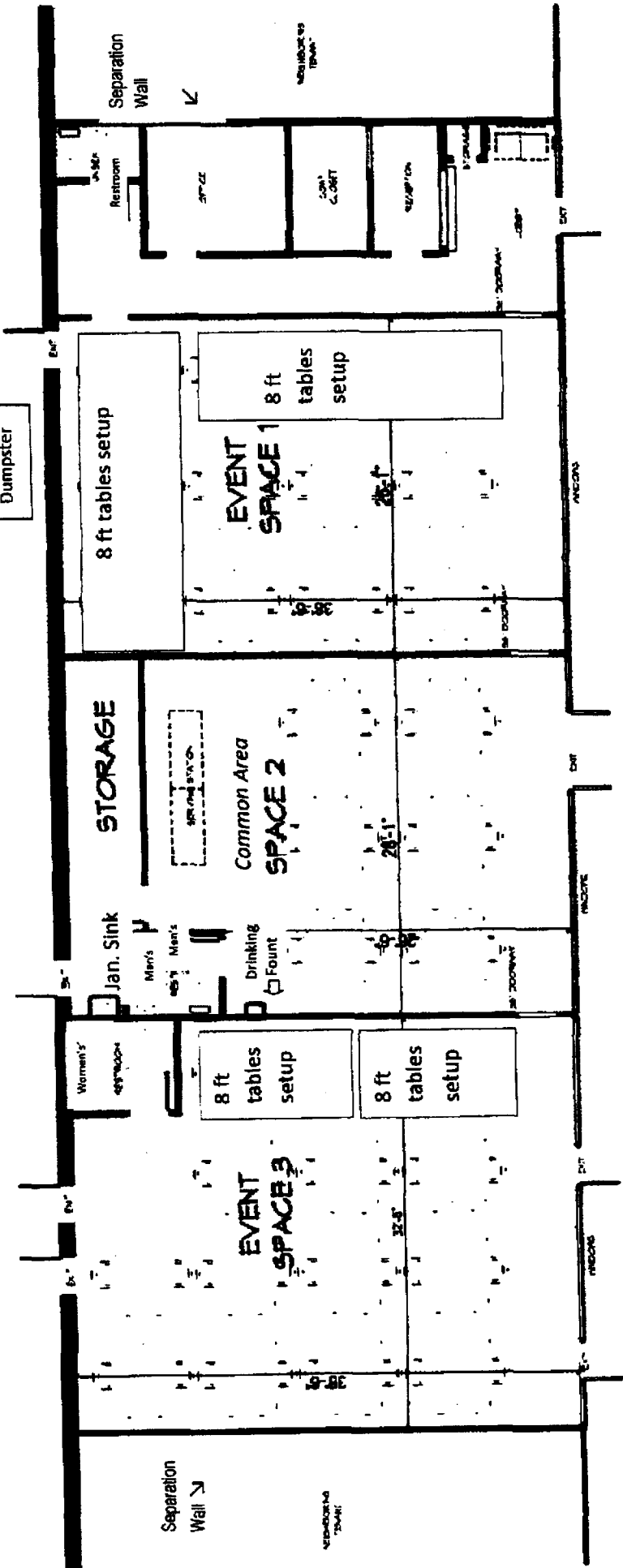
72

73

74



Trash  
Dumpster



EVENT SPACE = 2250 SQFT  
 2250 SQFT / 15 = 150 OCCUPANCY

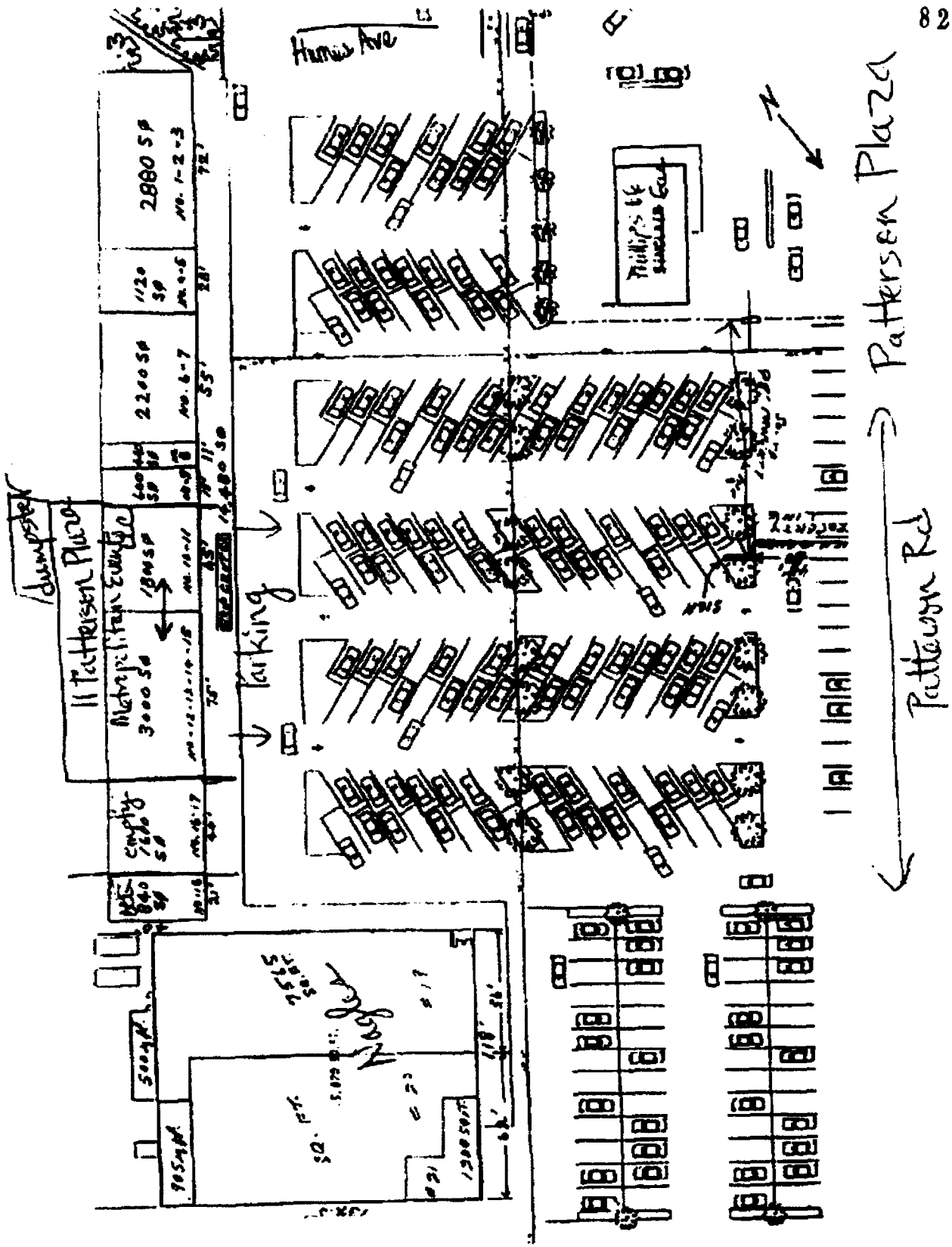


11 PATTERSON PLAZA  
 FLORISSANT, MO 63031

**OCCUPANCY CALCULATIONS**

DRAWN BY: GE DIMARTINO 314-491-4634 SCALE: 1/8" = 1'-0" MARCH 11, 2016

8223



**GRACE & MERCY  
ADULT DAY CARE PROGRAM II LLC  
11 Patterson Plz., Florissant MO 63031**

Mark & Juanita Gullet  
15420 Forte De France Lane  
Florissant MO 63034

City of Florissant Councilmen  
Florissant City Hall  
955 Rue, St Francois  
Florissant MO 63031

October 14, 2018

Re: Request that Mrs. Sonja Dulick name be removed from the "Request to authorize an amendment to Special Use Permit No. 8223 to Grace & Mercy Adult Program II, LLC"

Dear Councilmen:

Per Enclosure (1), "Re: Sonja Dulick request to revoke all my interest in Grace & Mercy Adult Program II, LLC", It is therefore requested that her name be removed from the "Request to authorize an amendment to Special Use Permit No. 8223 to Grace & Mercy Adult Program II, LLC"

Also, it is request that Enclosure (2), Florissant Planning & Zoning Commission Application be changed to remove Sonja Dulick as Business Owner and change it to read: Mark & Juanita Gullet as Business Owners, and that Enclosure (3), Special Use Permit Application be changed to remove Sonja Dulick as Petitioner as it pertains to DBA (Doing Business As) Grace & Mercy Adult Program II, LLC, and to replace her name to read: Juanita Gullet as Petitioner.

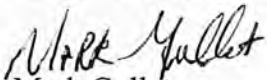
Furthermore, it is requested that the Zoning and Planning process be waived.

Per your request for additional information, during the Florissant City Council Meeting on October 8, 2018, the below listed documents are provided:

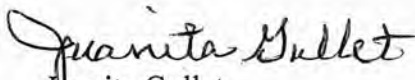
- a. Enclosure (4), A copy of the Assignment and Assumption of Lease dated June 2018.
- b. Enclosure (5), Excerpt from the State of Missouri Department of Health and Senior Services, Adult Day Care Program Manual pages 13-14. (To establish that the State of Missouri Regulates and oversee the physical requirement of space requirements, room provided and size, toilets and handwashing sinks, etc.).
- c. Enclosure (6), A copy of Metropolitan Events LLC, Monthly Scheduled Events.

If you have any questions concerning this matter, you can contact us at (314) 398-9829 or (314) 443-5171.

In His Service,



Mark Gullet



Juanita Gullet

Owners Grace & Mercy Adult Program II

6 Enclosures



**METRO CLUBHOUSE  
METROPOLITAN EVENTS, LLC**

11 Patterson Plz., Florissant MO 63031

Mrs. Sonja Dulick  
6 Thornton Abby Ct.  
Florissant MO 63033

City of Florissant Councilmen  
Florissant City Hall  
955 Rue, St Francois  
Florissant MO 63031

October 11, 2018

Re: Request to revoke all my interest in Grace & Mercy Adult Program II, LLC

Dear Councilmen:

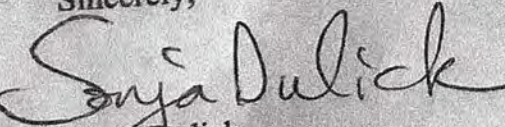
I Sonja Dulick request to revoke all my interest in Grace & Mercy Adult Program II, LLC to include the Public Hearing: Request to authorize an amendment to Special Use Permit No, 8223 to Grace & Mercy Adult Program II, LLC.

I have decided not to do business with the Grace & Mercy Adult Program. Therefore, I advise you to please remove my name from the existing amendment to the Special Use Permit for 11 Patterson Plaza, Florissant MO.

However, I do not object to Mark & Juanita Gullet seeking to amendment the existing Special Use Permit No, 8223.

If you have any questions concerning this matter, please contact me at (314) 724-1452.

Sincerely,

  
Sonja Dulick  
Owner Metro Clubhouse Events

ENCL 1



FLORISSANT PLANNING & ZONING COMMISSION APPLICATION



*Amend  
OKD 8223*

City Of Florissant - Public Works 314-839-7648

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

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

Please Print neatly or Type the Following Information:

Property Address: 11 Patterson Plaza, Florissant MO 63031

Property Owners Name: Cozad Commercial Real Estate Ltd Phone/email: (314) 781-3000/info@cozadgroup.com

Property Owners Address: 16 Sutton Dr., Suite 164 St Louis MO 63143

Business Owners Name: Sonja Dulick Phone/email: 314 724-1451/underwr81@yahoo.com

Business Owners Address: 105 Kendl Ct., Florissant MO 63031

DBA (Doing Business As) Grace & Mercy Adult Program

Authorized Agents Name: Juanita Gullet Co. Name: Same as above  
(Authorized Agent to Appear Before The Commission)

Agents Address: 15420 Forte De France Lane, Florissant MO 63034 Phone/email: 314 443-5171/jlove5172@yahoo.com

Request (review and approval of the Planning and Zoning Commission for compliance with regulations.

Applicant had no intentions of remodeling and construction plans are not applicable.)

State complete request (print or type only). ADULT DAY CARE

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

Sonja Dulick  
Applicant's Signature

5/21/18  
Date

Received by: [Signature] Receipt # 1210598 OFFICE USE ONLY Amount Paid: 300 Date: 7-5-18

STAFF REMARKS: Cindy Pezzimentis is Owner, COZAD is Property management. COMMISSION ACTION TAKEN:

DATE APPLICATION REVIEWED: 7/14/18 see staff report.

[Signature]  
SIGNATURE OF STAFF WHO REVIEWED APPLICATION

RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN

SIGN. [Signature] DATE: 7-16-18

ENCL 2

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



**RECOMMENDED APPROVAL  
PLANNING & ZONING  
CHAIRMAN**

SIGN.

DATE:

7/16/15

City Of Florissant – Public Works  
314-839-7648

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

PLANNING & ZONING ACTION      Council Ward      Zoning

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

SPECIAL PERMIT FOR to operate as an Adult Daycare Provider

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

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

LOCATION 11 Patterson Plaza, Florissant MO 63031  
Address of property.

1) Comes Now Sonja Dulick      Grace & Mercy Adult Program II, LLC  
Enter name of petitioner. If a corporation, state as such. If applicable include DBA (Doing Business As)

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

Legal interest in the Property) COZAD Commercial Real Estate Ltd      Lease

State legal interest in the property. (i.e., owner of property, lease).

Submit copy of deed or lease or letter of authorization from owner to seek a special use.

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

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

4) The petitioner(s) further state(s) that (he) (she) (they) shall comply with all the requirements of the City of Florissant, including setback lines and off- street parking.

5) The petitioner (s) further (represent (s) and warrants (s) that they (he) (she) has (have) not made any arrangement to pay any commission gratuity or consideration, directly or indirectly to any official, employee or appointee of the City of Florissant, with respect to this application.

6) The petitioner(s) further state (s) that the Special Use Permit is sought for the following purposes, and no other, as listed in detail, all activities sought to be covered by the permit (i.e.; operation of a business, approval of building and/or site plans (preliminary and / or final), plan approval for signage, etc.):

7) The petitioner (s) state (s) the following factors and reason to justify the permit:  
(If more space is needed, separate sheets maybe attached)

Sonja Dulick / underwsr81@yahoo.com/314 724-1452  
PRINT NAME SIGNATURE email and phone

FOR Partnership  
(company, corporation, partnership)

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

8) I (we) hereby certify that, as applicant (circle one of the following):

- a. I (we) have a legal interest in the herein above described property.
- b. I am (we are) the duly appointed agent(s) of the petitioner (s), and that all information given here is true and a statement of fact.

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

PRESENTOR SIGNATURE Juanita Gullet  
ADDRESS 15420 Forte De France Lane, Florissant MO 63034  
STREET CITY STATE ZIP CODE  
TELEPHONE / EMAIL 314 443-5171 / ilove5172@yahoo.com  
BUSINESS

I (we) the petitioner (s) do hereby appoint Juanita Gullet as  
Print name of agent  
my (our) duly authorized agent to represent me (us) in regard to this petition.  
Sonja Dulick  
Signature of Petitioner authorizing an agent

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

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



FINAL

**ASSIGNMENT AND ASSUMPTION OF LEASE**

THIS ASSIGNMENT AND ASSUMPTION OF LEASE ("Assignment") is made and entered into as of the \_\_\_ day of June, 2018 ("Effective Date"), by and between Metropolitan Events, LLC, a Missouri limited liability company ("Assignor"), and Juanita Gullet and Mark Gullet, husband and wife ("Assignees").

**WITNESSETH:**

**WHEREAS**, on February 18, 2016, Patterson Plaza, LLC ("Landlord"), as Landlord, and Assignor, as tenant, entered into a lease agreement for the premises commonly known as and located at 11 Patterson Plaza, Florissant, MO 63031 (the "Premises"), which was amended by the parties on February 26, 2016 (collectively the "Lease"), and further secured by the commercial guaranty of Sonja Dulick, an individual, in favor of Landlord, guaranteeing prompt payment and faithful performance of the Lease by Assignor (the "Guaranty"); and

\* **WHEREAS**, the current term of the Lease expires on October 31, 2018; and

**WHEREAS**, Assignor desires to assign to Assignees and Assignees desire to assume, all of Assignor's rights and obligations as tenant under the Lease, and Landlord consents to such assignment from Assignor to Assignees upon the following terms and conditions.

NOW THEREFORE, the parties hereto do hereby agree as follows:

1. **Assignment of Lease**. As of the Effective Date, Assignor hereby assigns, transfers, delivers and sets over to Assignees from and after the date hereof, all of its right, title and interest, in, to and under the Lease, subject to the terms, covenants, conditions and provisions thereof.

2. **Assumption of Assigned Premises**. As of the Effective Date, Assignees hereby assume all obligations under the Lease on and after the Effective Date and accept the foregoing assignment of the Lease, and specifically covenant and agree as of the date hereof and thereafter, to perform and be bound by all the terms, covenants and conditions of the Lease.

\*3. **Permitted Use**. Section 5.1 of the Lease, concerning permitted uses, is amended to include "adult day care" and require Assignees provide Landlord with documentation evidencing Assignees' full compliance, as of the Effective Date, with all licensing and insurance requirements required of the Lease and by law to operate such a facility at the Premises.

4. **No Waiver or Release**. In accordance with Article XI of the Lease, nothing herein is intended or should be construed to release Assignor from its obligations under the Lease or to modify, release, or otherwise alter the obligations of and under the Guaranty.

5. **Lease**. A copy of the Lease, as amended, is attached hereto and made a part hereof by this reference.

***[THIS SPACE INTENTIONALLY LEFT BLANK. SIGNATURE PAGE TO FOLLOW.]***

**SIGNATURE PAGE OF ASSIGNMENT AND ASSUMPTION OF LEASE**

IN WITNESS WHEREOF, the parties have executed this instrument as of the date first above stated.

**"ASSIGNOR"**

Metropolitan Events, LLC

By: *Sonja Dulick*  
Sonja Dulick, Authorized Member

**"ASSIGNEES"**

*Juanita Gullet*  
Juanita Gullet

*Mark Gullet*  
Mark Gullet

**"LANDLORD"**

Patterson Plaza, LLC, by  
Triple C Properties Partnership, LP, its Member, by  
Pezzimenti, LLC, its General Partner,

By: *Cynthia Gentile*  
Cynthia Gentile, Manager

# ADULT DAY CARE PROGRAM MANUAL



For Adult Day Care Providers regulated by the  
Division of Regulation and Licensure

**State of Missouri**  
**Department of Health and Senior Services**

**Division of Regulation and Licensure**  
**Section for Long-Term Care Regulation**

Issued: January 2015  
Revised:  
Revised:  
Revised:

*ENCL 5a*



# DHSS RECORD KEEPING REQUIREMENTS

**19 CSR 30-90.060** establishes the minimum requirements for administrative, participant and program records that an adult day care provider is required to maintain. ✓ **REMINDER:**

*Providers will need to review these requirements in their entirety at:*

<http://www.sos.mo.gov/adrules/csr/current/19csr/19csr.asp>

Record keeping requirements in this section include the following:

- ✿ Administrative records requirements;
  - ✿ Individual participant record requirements;
  - ✿ Maintain program records
  - ✿ Time frame for record keeping;
- REMINDER:** ADC programs receiving Medicaid waiver funding through DHSS or DMH or federal reimbursements are also required to comply with those program requirements.
- When the regulation(s) conflict, the provider is required to comply with the more stringent regulation(s).**

# DHSS FIRE SAFETY AND FACILITY PLANT REQUIREMENTS

**19 CSR 30-90.070** establishes the minimum fire safety, physical plant, and maintenance requirements for buildings in which adult day care programs are operated. ✓ **REMINDER:**

*Providers will need to review these requirements in their entirety at:*

<http://www.sos.mo.gov/adrules/csr/current/19csr/19csr.asp>

Fire safety and facility physical requirements section include the following:

- ✿ Building construction requirements;
- ✿ Space requirements;
- ✿ Rooms provided and size;
- ✿ Furniture;
- ✿ Bed;
- ✿ Equipment and supplies
- ✿ Ventilation;

- ✿ Heating system;
  - ✿ Temperatures;
  - ✿ Illumination;
  - ✿ Plumbing;
  - ✿ Water supply;
  - ✿ Drinking water;
  - ✿ Toilets and handwashing sinks;
  - ✿ ADA compliance;
  - ✿ Rugs and floor coverings;
  - ✿ Maintenance;
  - ✿ Cleaning supplies;
  - ✿ Wastebaskets;
  - ✿ Pest free;
  - ✿ Approval from fire officials or comply with Life Safety Code;
  - ✿ Exits
  - ✿ Smoke detection
  - ✿ Fire extinguishers;
  - ✿ Written emergency plan;
  - ✿ Fire drills;
  - ✿ Responsibilities of fire drills and other emergency preparedness.
- REMINDER:** ADC programs receiving Medicaid waiver funding through DHSS or DMH or federal reimbursements are also required to comply with those program requirements.
- When the regulation(s) conflict, the provider is required to comply with the more stringent regulation(s).**

**DHSS WEBSITE**

By visiting [www.health.mo.gov](http://www.health.mo.gov) you can find information on:

- ✿ Adult Day Care Provider Directory
- ✿ Frequently Asked Questions
- ✿ Application for License to Operate an Adult Day Care Program
- ✿ Adult Day Care Program Manual

ENCL 5c

## METROPOLITAN EVENTS

EVENT DATE_ 2018	TIME	EVENT TYPE	NAME
<b>October 2018</b>			
Saturday, 10	8:00pm - 11:00pm	40TH B-DAY PARTY	KING, J
Sunday, 21	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Friday, 26	7:00pm - 9:00pm	PASTOR LARON/VISION BOARD	PASTOR LARON
Saturday, 27	3:00pm - 6:00pm	APCWG / FRIENDS & FAMILY DAY DINNER	PASTOR GULLET
Sunday, 28	3:00pm - 5:00pm	CANCER FUNDRAISER / POETRY	GUICE, R
Sunday, 28	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
<b>November 2018</b>			
Saturday, 3	7:00pm - 11:00pm	56th B-DAY PARTY	JENNINGS, S
Sunday, 4	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Saturday, 10	3:00pm - 6:00pm	BABY SHOWER	SMITH, S
Saturday, 10	6:00pm - 10:00pm	VETERANS DAY CELEBRATION	SMITH, J
Sunday, 11	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Sunday, 18	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Thursday, 22	11:00am - 2:00pm	FEED OUR COMMUNITY / IN NEED	PASTOR GULLET
Sunday, 25	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
<b>December 2018</b>			
Sunday, 2	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Saturday, 8	11:00am - 4:00pm	TOYS FOR TOTS / APCWG	PASTOR GULLET
Saturday, 8	7:00pm - 11:00pm	50th B-DAY PARTY	JOHNSON, M
Sunday, 9	11:00am - 4:00pm	TOYS FOR TOTS / APCWG	PASTOR GULLET
Sunday, 9	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Friday 14	7:00pm - 11:00pm	SOS CHURCH SERVICE	PASTOR JACKSON
Saturday, 15	8:00pm - 12:00am	GRADUATION PARTY	FOAM, K
Sunday, 16	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Sunday, 23	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON
Saturday, 29	4:00pm - 6:pm	5 YR OLD PARTY	GARRETT, J
Sunday, 30	9:30am - 1:30pm	SOS CHURCH SERVICE	PASTOR JACKSON

1 INTRODUCED BY COUNCIL AS A WHOLE  
2  
3 NOVEMBER 12, 2018

4  
5 BILL NO. 9447

ORDINANCE NO.

6  
7 **AN ORDINANCE REPEALING ORDINANCE NO. 8283 AND**  
8 **AUTHORIZING THE MAYOR OF THE CITY OF**  
9 **FLORISSANT TO ENTER INTO A CONTRACT WITH THE**  
10 **LAW FIRM OF LEWIS, RICE, REPRESENTED BY JOHN M.**  
11 **HESSEL FOR LEGAL SERVICES FOR THE CITY OF**  
12 **FLORISSANT COMMENCING ON DECEMBER 1, 2018 AND**  
13 **ENDING ON NOVEMBER 30, 2019.**

14  
15 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS  
16 COUNTY, MISSOURI, AS FOLLOWS:

17  
18  
19 Section 1: The Mayor of the City of Florissant is hereby authorized to enter  
20 into agreement with the Law Firm of LEWIS, RICE & FINGERSH represented by John M.  
21 Hessel for legal services to be rendered to the City of Florissant commencing on the 1st  
22 day of December, 2018 and ending on the 30th day of November, 2019, only in accordance  
23 with the contract attached hereto and made a part hereof.

24  
25 Section 2: This ordinance shall become in force and effect as of December 1, 2018.

26  
27  
28 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2018.

29  
30  
31 \_\_\_\_\_  
32 Jeff Caputa  
33 Council President

34  
35 Approved this \_\_\_\_ day of \_\_\_\_\_, 2018.

36  
37 \_\_\_\_\_  
38 Thomas P. Schneider  
39 Mayor, City of Florissant

40 ATTEST:

41 \_\_\_\_\_  
42 Karen Goodwin, MPPA/MMC/MRCC  
43 City Clerk  
44



## EMPLOYMENT AGREEMENT

**John M. Hessel** of the law firm of **Lewis Rice LLC** proposes the following terms and conditions for legal services to the City of Florissant (“City”) for the fiscal years commencing on December 1, 2018 and ending on November 30, 2019:

### I. Retainer Services:

- A. For the fee of \$3,000 per month, office hours will be maintained at City Hall every 1st and 3rd Tuesday between the hours of 1:30 p.m. and 5:30 p.m. or at such comparable days and times as may be directed by the City. The following legal services shall be included in the retainer:
1. Drafting and reviewing all ordinances and resolutions as may be required for the regular operation of the city government during “office hours”.
  2. Render informal legal opinions as may be required by the Mayor, members of the City Council, department heads, and the employees authorized to request such opinions during the “office hours”.
  3. Respond to citizen inquiries.
  4. Promptly notify the Mayor and City Council of any and all litigation filed against the City, or against the City Council, or any City Commission or Committee, or against any City Official or Employee sued in his or her official capacity or as an employee of the City, and shall thereafter consult with and advise the Mayor and City Council regarding the nature of such litigation, and shall advise the City Council and Mayor of the status of such litigation. Unless and until special counsel is authorized and retained for such litigation, the City Attorney shall represent the City and its interest in such litigation.
- B. Legal services for attendance and representation of the City at the regular City Council meetings shall be rendered to the City for a fee of \$740.00 per meeting.
1. Attendance and representation at the regular City Council meetings.

### II. General Miscellaneous Services:

The following services shall be rendered to the City at the rate of \$290.00 per hour:

- A. Attendance at meetings not included in the retainer services.
- B. Upon authorization from the Mayor or any member of the City Council:
1. Research and preparation of written memorandums or written opinions that exceed the “office hours”.
  2. Draft new or extensive ordinances not in the ordinary course of the City’s business.

3. Negotiations with other parties with respect to contracts, including parties with respect to contracts including purchase or sale of property and drafting of contracts.

III. General Litigation:

Services required for litigation matters pending in state or federal courts, shall be rendered at the rate of \$290.00 per hour. This rate will not apply to antitrust or annexation litigation (either as plaintiff or defendant) or to defense of civil rights claims. The fees for litigation not included herein shall be agreed to prior to the time such services shall be rendered.

IV. Labor/Annexation/Bonds:

Services requiring labor, annexation or bond specialists shall be rendered at the rate of \$295.00 per hour.

V. Out-of-pocket expense:

In addition to the fees set forth above, Lewis Rice LLC shall be reimbursed for all direct out-of-pocket expenditures incurred in the rendering of such services as follows:

- A. Travel expenses including transportation, food, and lodging while on City business away from the St. Louis metropolitan area and upon approval of such travel in advance by the appropriate City official.
- B. Special courier or messenger service when required by the City.
- C. Photocopy or document reproduction costs when required by the City for use in legal proceedings and out-of-pocket litigation costs such as depositions.
- D. Long distance telephone expenditures.

VI. Other services:

It is estimated that this proposal will cover all required legal services. In the event there is a need for services not described, or specifically excluded, the fees for such services shall be reviewed with the City prior to such undertaking.

VII. Overhead and related costs:

No general overhead costs incurred by the firm of Lewis Rice LLC in rendering such services shall be billed to the City. Further, the City shall not provide any insurance or pension benefits for any attorney at Lewis Rice LLC.

Approved by Ordinance No. \_\_\_\_\_ passed and approved on the \_\_\_\_ day of November, 2018.

LEWIS RICE LLC

CITY OF FLORISSANT

\_\_\_\_\_

John M. Hessel

By: \_\_\_\_\_

Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

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

1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 12, 2018

3  
4 BILL NO. 9449 ORDINANCE NO.

5  
6 **AN ORDINANCE APPROPRIATING THE COMMUNITY**  
7 **DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR THE 2018**  
8 **FISCAL YEAR FOR THE CITY OF FLORISSANT.**

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

12  
13 Section 1: The appropriation of the 2018 Fiscal Year Community Development Block  
14 Grant (CDBG) Funds for the City of Florissant is hereby approved.

15 Section 2: The expenditures of the Community Development Budget for the 2018 fiscal  
16 year are hereby approved as follows:

17		
18		<b>CDBG 2018 ACTUAL</b>
19		<b>Financial Summary</b>
20		
21	FY2018 CDBG Program	
22		
23	<b>Community Development Block Grant Resources</b>	
24	Entitlement Amount Actual	\$241,140.00
25		
26	<b>Total FY2018 Actual Funding</b>	<b>\$241,140.00</b>
27		
28	Proposed Uses of CDBG Funds	
29	<b>Housing Programs</b>	
30		
	Home Improvement Program – Acct # 5.78.19000	\$166,140.00
	Home Improvement Program Mechanical – Acct # 5.78.19020	\$ 60,000.00
	Project IMPACT – Acct# 5.78.70000	\$ 5,000.00
31		
32	<b>Public Services</b>	
33	Mortgage, Rental & Utility Assistance (MRU Assist)	\$ 10,000.00
34	Acct # 5.78.71000	
35		
36		
37	<b>Total</b>	<b>\$241,140.00</b>

38  
39  
40 Section 3: This ordinance shall be in full force and effect immediately upon its passage  
41 and approval.

42  
43 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

44  
45  
46 \_\_\_\_\_  
47 Jeff Caputa  
President of the Council

48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60

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

ATTEST:

\_\_\_\_\_  
Thomas P. Schneider  
Mayor

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

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

Date: November 5, 2018

Mayor's Approval:

Agenda Date Requested: 12-Nov-18

Description of request: Appropriation of 2018  
CDBG funds

Department: Community Development

Recommending Board or Commission:

Type of request:

Ordinances	X	Other	X
Appropriation	X	Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			
	Y/N		Y/N

Public Hearing needed: Yes / No

NO

3 readings? : Yes / No

No

Back up materials attached:		Back up materials needed:	
Minutes		Minutes	
Maps		Maps	
Memo	YES	Memo	YES
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: \_\_\_\_\_

# MEMORANDUM

**To:** MAYOR SCHNEIDER & FLORISSANT CITY COUNCIL  
**From:** M. Carol O'Mara, Director Community Development  
**Re:** Appropriation of 2018 Community Development Block Grant Funds: CDBG  
**Date:** November 5, 2018

This is a request for approval of an ordinance for the appropriation of 2018 CDBG Funding:

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

## CDBG 2018 ACTUAL Financial Summary

FY2018 CDBG Program

### Community Development Block Grant Resources

Entitlement Amount Actual \$241,140.00

**Total FY2018 Actual Funding** \$241,140.00

Proposed Uses of CDBG Funds

### Housing Programs

Home Improvement Program – Acct # 5.78.19000 \$166,140.00  
Home Improvement Program Mechanical – Acct # 5.78.19020 \$ 60,000.00  
Project IMPACT – Acct# 5.78.70000 \$ 5,000.00

### Public Services

Mortgage, Rental & Utility Assistance (MRU Assist)  
Acct # 5.78.71000 \$ 10,000.00

---

**Total** \$241,140.00



CITY OF FLORISSANT – Health Department

Application for keeping domestic animals, fowl or bees

Applicant Name: Christopher Teague Address: 276 N. Castello St.

Home Phone: Cell Phone: 314-319-6336

Designate number & type of animal(s) to be kept: Chickens (4)

Designate where animal(s), fowl or bees will be kept: Back yard

Facilities/shelter to be provided: 5'10 Fenced in area & Coop & Nesting box

Size of applicant's property: 160.42 x 52.83

Are the animals being requested on the application going to be bred or used for a home business in any way? No

What other animals are being kept on the premises? None

Has the applicant spoken with adjoining property owners concerning this application? [X] YES [ ] NO

The following documentation is required and has been attached to this application:

- [X] Plot plan/drawings showing property and location of animal housing, pen or cage ...
[ ] Veterinarian statement of Health risks and vaccination requirements ... N/A

I HAVE READ, UNDERSTAND AND DO HEREBY AGREE TO ABIDE BY THE ORDINANCES PRINTED ON THE REVERSE SIDE OF THIS FORM PERTAINING TO THIS PERMIT APPLICATION; FURTHER I ATTEST THAT ALL INFORMATION PROVIDED HERE IS TRUE.

Applicant Signature: [Signature] Date: 11-7-18

Health Department Action & Recommendation: Approve

Health Superintendent: [Signature] Date: 11-16-18

Director of Public Works: [Signature] Date: 11/30/18



# CITY OF FLORISSANT HEALTH DEPARTMENT

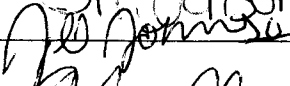



## Animal Permit Application – Neighbor Approval Form

Florissant City Code 205.360 requires any property owner proposing to keep domestic animals, fowl or bees other than the usual children's pets to obtain a permit. As part of this process, applicants must advise immediate neighbors of their intentions and receive approval from any adjoining property owners. If neighbor is a renter then approval must be obtained from both the renter AND property owner.

APPLICANT NAME: Christopher Teague  
 SITE ADDRESS: 276 N. Castello St.  
 TYPE OF ANIMAL BEING APPLIED FOR: Chickens

\*\*\*\*\*

I/we, being the abutting property owner(s), have no objections to the above named property owner keeping the animal(s) described above in accordance with Florissant City Code.

Abutting Property Owner Name & Signature	Address	Phone	Date
<del>Jill Johnson &amp; Josh Johnson</del>  	274 N. Castello St. Florissant, MO	314-651-6376	11/12/18
	249 N. Castello Florissant, MO	314-390-1422	11/12/18
	280 N. Castello Florissant, MO	314-960-1920	11/17/18

**Anyone with questions or concerns may call the Florissant Health Department at 314-839-7655 Monday - Friday**

"your solution for  
engineering and  
surveying"

314-319-6336

FOR THE BENEFIT AND USE OF:

ORDER # 16-2988

**TOUCHSTONE TITLE**

DATE 11/4/16

PURCHASER: CHRISTOPHER J AND ANGELA M TEAGUE

SELLER: PATRICIA SUSAN PHILLIPS

ADDRESS: 276 NORTH CASTELLO STREET, ST LOUIS COUNTY, MISSOURI

### PROPERTY DESCRIPTION

SEE SURVEY FOR PROPERTY DESCRIPTION

RECORDED IN: ST. LOUIS COUNTY, MISSOURI

### NOTES/ENCROACHMENTS & VIOLATIONS

SUBJECT PROPERTY'S ASPHALT DRIVE LIES ON ADJOINING PROPERTY BY W 0.7' & L 30.0'



June 21, 2018

Christopher and Angela Teague

276 North Castello St

Florissant, MO 63031

City of Florissant Health Department

1 St. Ferdinand Park Drive

Florissant MO 63031

To Whom It May Concern,

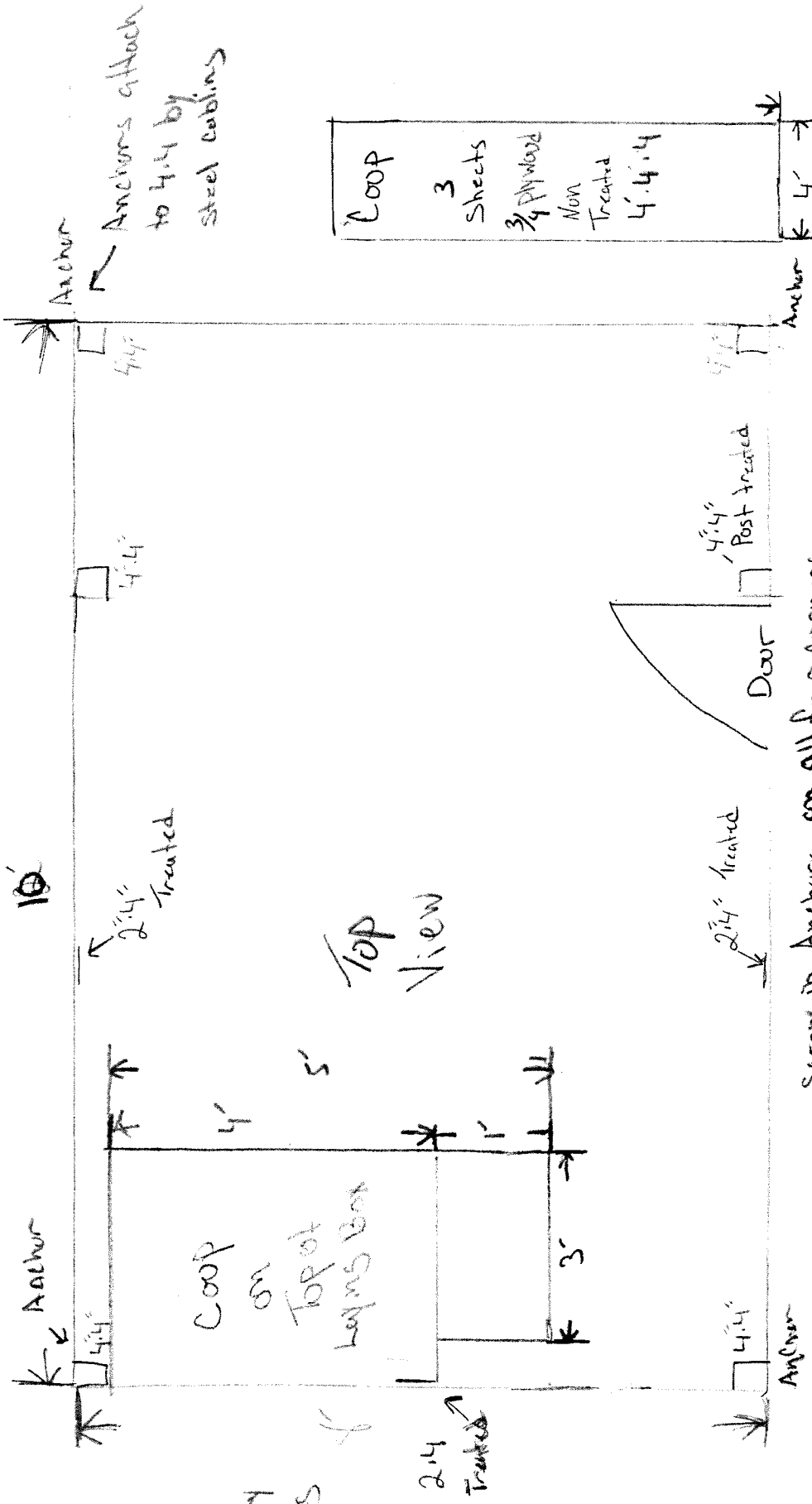
We are writing to request a permit to keep 4 chickens, hens only, on our 8,481 square foot property at 276 N. Castello St., Florissant, MO 63031. We will be keeping the chickens for the purpose of obtaining fresh eggs. We will keep them in our backyard in an enclosure of wood framing and chicken wire and a hen house made of plywood. We have attached a detailed drawing of the enclosure. We have spoken to our contiguous neighbors who do not object to our keeping chickens on our property. We have had those neighbors give their consent on the bottom portion of this letter. We will keep in compliance with the regulations set forth and will keep the enclosure in a clean and sanitary condition. Thank you for your consideration.

Sincerely,

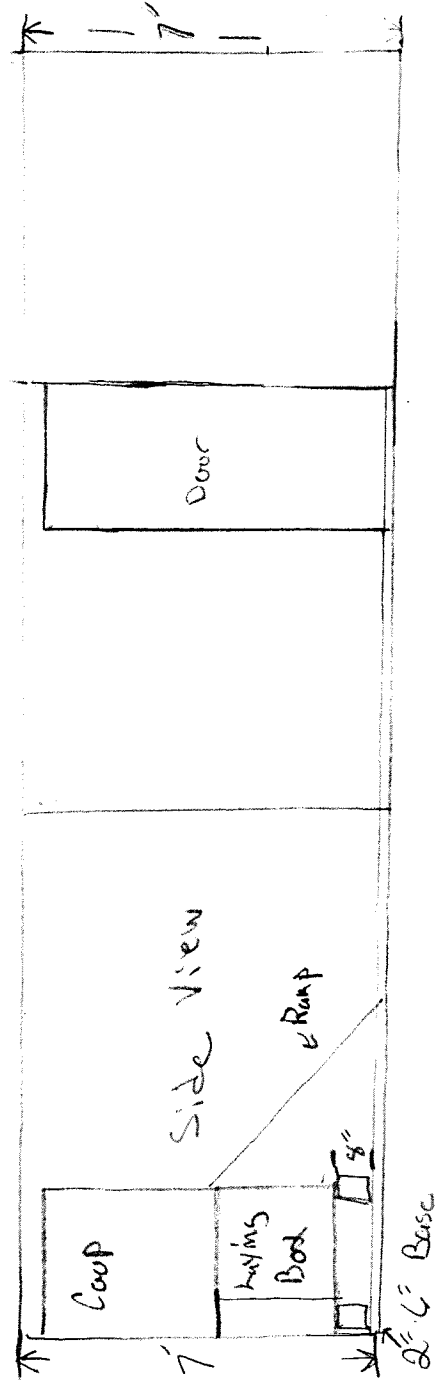
Christopher Teague

Written Consent from Contiguous Neighbors:

Tarp covers top for rain protection



Screw in Anchors on all four corners



Wrap  
Poultry  
Netting

BO  
PART OF

1260 HARRISON STREET  
N/F  
JOSEPH & LA VERNE FUSE  
12644/548

FOUND  
STONE

ADJOINERS  
ASPHALT DRIVE

ADJOINERS  
CONC WALL

S26°34'17"W 52.83'

SET IR

SET IR

SUBJECTS  
CHAIN LINK  
5.3' X 6.2'  
SHED ON  
CONC

Chicken 2' off  
Property  
Line  
← Coop 8'-10'

280 N CASTELLO  
STREET  
N/F  
RICHARD & ALLYSON  
BOWES  
18905/2024

276  
NORTH  
CASTELLO  
STREET

8,474.89 SQ.FT.

274 N CASTELLO STREET  
N/F  
VICTOR G RAUP  
21870/2106

HARRISON STREET (42.75'W)

S63°09'24"E  
323.83'

S63°09'24"E  
160.42'

S63°09'24"E  
160.42'

SUBJECTS  
WOOD FENCE

CONC  
WALL  
CONC  
STEPS

CONC  
PATIO

BLOCK  
WALL

5.7'

10.0'

CONC  
PORCH

CONC  
WALK

ASPHALT  
DRIVE

SUBJECT PROPERTY'S  
ASPHALT DRIVE LIES ON  
ADJOINING PROPERTY

S26°34'17"W  
50.00'

S26°34'17"W  
65.13'

FOUND IR  
W CAP

FOUND IR

S26°34'17"W 52.83'

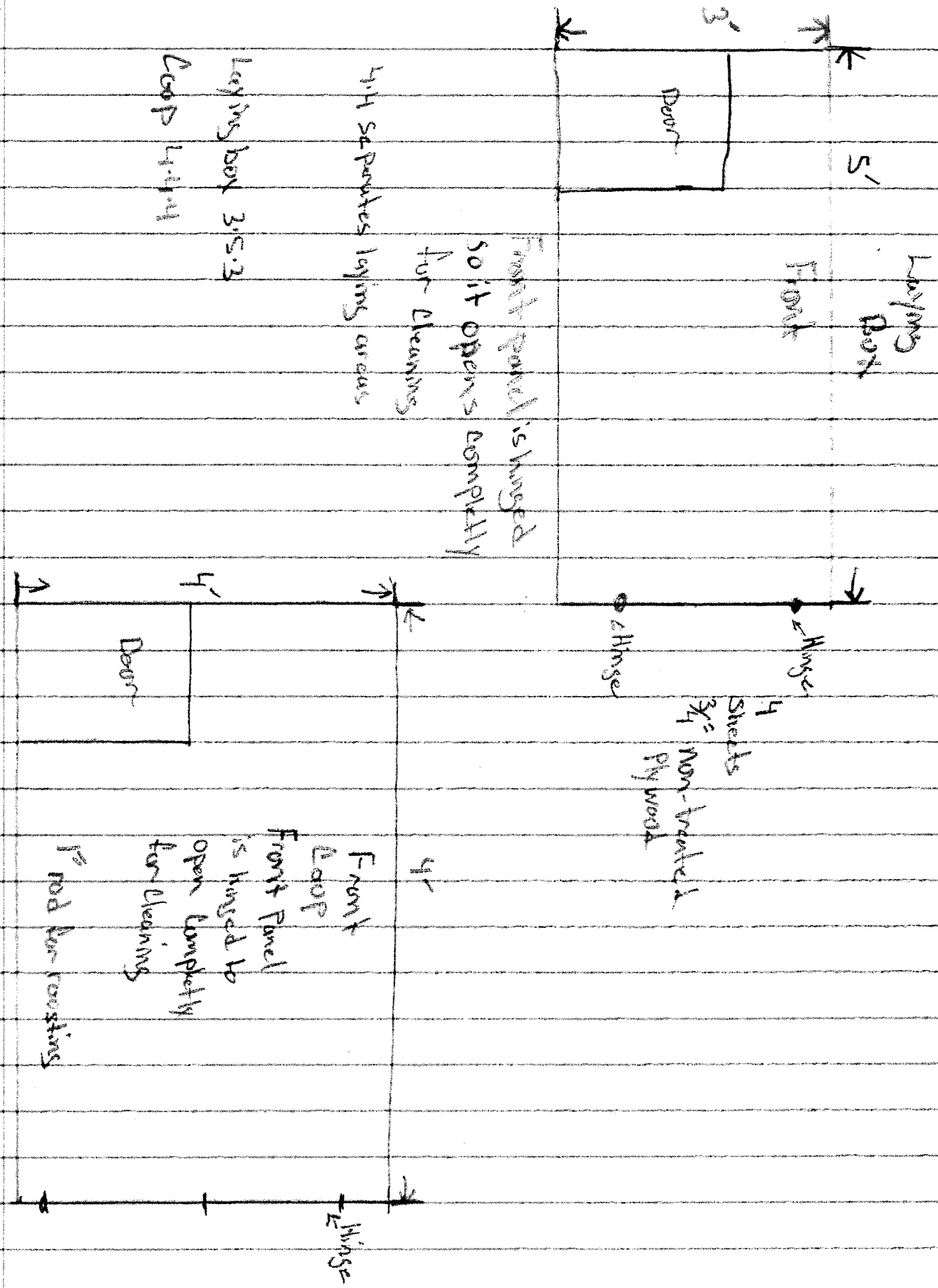
0.7'

FOUND IP

CURB

SET SPIKE  
POINT OF  
BEGINNING

NORTH CASTELLO STREET (42.75'W)



Legging Box

Front

Door

3'

5'

Front panel is hinged  
so it opens completely  
for cleaning

4x4 separates legging areas

Legging box 3.5x3

Loop 4x4x4

Hinge

Hinge

4 Sheets  
3/4" non-treated  
plywood

Door

Front  
Loop  
Front Panel  
is hinged to  
open completely  
for cleaning

rod for roosting

Hinge



1 INTRODUCED BY COUNCILMAN CAPUTA  
2 NOVEMBER 26, 2018

3  
4 BILL NO. 9450 ORDINANCE NO.

5  
6 **ORDINANCE AMENDING THE ZONING CODE TO DEFINE**  
7 **“INSTALLMENT LENDERS”, REDEFINE “CONSUMER LOAN**  
8 **COMPANY”, AND “SHORT TERM LOAN ESTABLISHMENT” AND**  
9 **ADD “INSTALLMENT LOAN LENDERS” AS A PERMITTED USE.**

10  
11 WHEREAS, the City Council previously adopted legislation to regulate consumer loan  
12 companies and short term loan establishments; and

13 WHEREAS, the Missouri legislature recently adopted legislation concerning installment  
14 loan lenders; and

15 WHEREAS, Section 408.512, R.S.Mo., states that no ordinance can “prevent, restrict or  
16 discourage traditional installment loan lenders from operating in any location where any lender  
17 who makes loans payable in equal installments over more than 90 days is permitted”; and

18 WHEREAS, the staff recommends that the Zoning Code be amended to add a definition  
19 of “installment loan lenders”; redefine “installment loan company” and “short term loan  
20 establishment”; and add “installment loan lenders” as a permitted use; and

21 WHEREAS, Section 405.125(K) of the Zoning Code needs to be amended to correct a  
22 codification error; and

23 WHEREAS, the Planning and Zoning Commission of the City of Florissant at their  
24 meeting of November 5, 2018 has recommended that the Zoning Code be amended to define  
25 “installment loan lenders”; redefine “consumer loan company” and “short term loan  
26 establishment”; add “installment loan lenders” as a permitted use; and correct a codification error  
27 in Section 405.125(K); and

28 WHEREAS, notice of a public hearing on the Zoning Code amendments was duly  
29 published and commenced on November 26, 2018; and

30 WHEREAS, the Council, following said public hearing and after due and careful  
31 consideration, has concluded that the proposed amendments to the Zoning Code would be in the  
32 best interests of the City of Florissant and will not adversely affect the health, safety, morals, and  
33 general welfare of the City.

34 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
35 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
36

37           Section 1: Section 405.035 “Definitions” shall be amended to include the following  
38 definition of “installment loan lenders” and redefining “consumer loan company” and “short  
39 term loan establishment” as follows:

40           CONSUMER LOAN COMPANY – A company that is primarily or substantially  
41 in the business of making loans secured or unsecured and are authorized under  
42 Chapter 367, R.S.Mo., sometimes also referred to as “traditional installment loan  
43 lenders,” as authorized under Chapter 408, R.S.Mo. A consumer loan company  
44 shall not include companies sometimes referred to as “Pay Day Loan Companies”  
45 or “Title Loan Companies.”

46  
47           INSTALLMENT LOAN LENDERS – A company that is licensed under Sections  
48 367.100 to 367.200, R.S.Mo., or Section 408.510, R.S.Mo., whose direct  
49 consumer loans are limited only to traditional installment loans as defined in  
50 Section 408.512, R.S.Mo. An installment loan lender is also referred to as a  
51 “Consumer Loan Company” but shall not include companies referred to as “Pay  
52 Day Loan Companies” or “Title Loan Companies.”

53  
54           SHORT-TERM LOAN ESTABLISHMENT – A business, other than a pawn  
55 broker operating in conformity with the Florissant Code, engaged in providing  
56 short term loans to the public as a primary or substantial element of its business  
57 and which is not licensed by the appropriate state or federal agency as a bank or  
58 savings and loan facility, a consumer loan company or a traditional installment  
59 loan lender. These business are sometimes referred to as “Pay Day Loan  
60 Companies,” “Title Loan Companies” or other similar names.

61  
62           Section 2: Section 405.115 “B1”; Section 405.120 “B2”; Section 405.125 “B3”; and

63 Section 405.130 “B4” shall be amended to include Installment Loan Lenders as a permitted use  
64 in each of those zoning districts.

65           Section 3: Section 405.125(K) “Special Use Permits” shall be amended by deleting item  
66 44 as currently written and substituting the following:

67  
68           44. *Short Term Loan Establishments*, provided, however, that two (2) fully operational,  
69 state-of-the-art security cameras shall be installed to monitor and clearly record the  
70 activities at all times and the recordings shall be kept for a minimum of thirty (30) days; a  
71 panic alarm wired to the Florissant Police Department or a reputable security firm that is  
72 acceptable to the Florissant Police Department shall be installed; no more than ten  
73 percent (10%) of the windows can be obstructed with signs so as to interfere with  
74 visibility into the business; and short term loan establishments will not be permitted if the  
75 total number of short term loan establishments exceeds one (1) per ten thousand (10,000)  
76 population in the City, or, if the location of the short term loan establishment is within  
77 two (2) miles of another short term loan establishment.

78

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

81

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

83

84

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\_\_\_\_\_  
Jeff Caputa  
Council President

87

88

89

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

91

92

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Thomas P. Schneider  
Mayor, City of Florissant

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97 ATTEST:

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Karen Goodwin, MPPA/MMC/MRCC  
101 City Clerk

1 INTRODUCED BY COUNCILMAN SIAM  
2 NOVEMBER 26, 2018

3  
4 BILL NO. 9451

ORDINANCE NO.

5  
6 **ORDINANCE TO REZONE FOR SMART SENIOR LIVING, LLC**  
7 **THE PROPERTY LOCATED AT 1475 & 1415 CARLA DRIVE FROM**  
8 **R-6 “MULTIPLE FAMILY DWELLING DISTRICT” TO PEU**  
9 **“PLANNED ENVIRONMENTAL UNIT” TO ALLOW FOR THE**  
10 **CONSTRUCTION OF A NEW SENIOR LIVING FACILITY**  
11 **COMPLEX.**

12  
13 WHEREAS, Ordinance No. 1625, as amended, establishes within the City of Florissant  
14 district classifications for the purpose of regulating their construction and use of land, buildings  
15 and property within the said various districts, and said Ordinance provides the nature, kind and  
16 character of buildings that may be erected in each of the said districts and the use to which the  
17 land and buildings may be put; and

18 WHEREAS, the Planning and Zoning Commission of the City of Florissant has  
19 recommended to the City Council at their meeting of November 5, 2018 that Ordinance No.  
20 1625 be amended to change the classification of the property known as 1475 & 1415 Carla Drive  
21 from a R-6 “Multiple Family Dwelling District” to PEU “Planned Environmental Unit” to allow  
22 for the construction of a new senior living facility complex; and

23 WHEREAS, due and lawful notice of a public hearing no. 18-11-034 on said proposed  
24 zoning change was duly published, held and concluded on Monday, November 26, 2018 by the  
25 Council of the City of Florissant; and

26 WHEREAS, the Council, following said public hearing, and after due and careful  
27 deliberation, has concluded that the amendment of Ordinance No. 1625, as amended, by  
28 changing the zoning of the property known and number as 1475 & 1415 Carla Drive from R-6  
29 “Multiple Family Dwelling District” to PEU “Planned Environmental Unit” is in the best interest  
30 of the public health, safety and welfare of the City of Florissant.

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

33  
34 Section 1: Ordinance No. 1625, as amended, is hereby further amended by changing the  
35 zoning classification of the property known and numbered as 1475 & 1415 Carla Drive from R-6  
36 “Multiple Family Dwelling District” to PEU “Planned Environmental Unit”

37 Section 2. The authority and approval embodied in this Ordinance is granted subject to all  
 38 ordinances of the City of Florissant and on condition that the development and plan for the PEU  
 39 “Planned Environmental Unit” be carried out in accordance with the following preliminary  
 40 plans:

- 41 • L-1 and L-2 dated 10/27/18 by Landscape Technologies1, 2 and 3 of 3 dated 10/26/18 by  
 42 The Clayton Engineering Company, Inc. Preliminary Site Plan (Color) Villas and  
 43 Cottages, Preliminary Site Plan with Lot Lines and Preliminary Site Plan Villas and  
 44 Cottages all dated April 2, 2018. PowerPoint reprints with color plans and renderings 8  
 45 ½” x 11”, attached and filed with the Planning & Zoning Commission and having  
 46 received a recommended approval by the Planning & Zoning Commission subject to the  
 47 following conditions:  
 48  
 49

50 **1. PERMITTED USES**

51 The uses permitted for this property shall be limited to Multi-Family and Assisted  
 52 Care as defined in the zoning code of Florissant. Delivery hours shall be limited to  
 53 7:00 a.m. to 6: p.m. Monday through Friday, and 8:00 a.m. to 5:00 p.m. on Saturday  
 54 and Sunday.  
 55

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

57 There shall be 12 total buildings: 7 “Villas” and 5 Assisted Living “Cottages” with  
 58 associated services, one of the Villas to be a 3 story remodeling of an existing  
 59 structure on-site to remain. All comprising 88 total living units.  
 60

61 The development shall have parking and building configurations as shown on the  
 62 Preliminary plans submitted.  
 63

64 **3. DEVELOPMENT CRITERIA:**

65 a. Structure Setbacks:

- 66
- 67 1. Building and structural setbacks shall be as shown on drawing 1 of 3 attached.

68

69 b. Internal Drives:

- 70
- 71 (1) There shall be existing internal drives as shown off of Carla.

72

73 c. Minimum Parking/Loading Space Requirements.

- 74
- 75 (1) There shall be a minimum of 69 parking spaces provided on the property as  
 76 shown on the attached plans.  
 77

78 d. Road Improvements, Access and Sidewalks.

- 79
- 80 (1) The property owner shall comply with all requirements for roadway  
 81 improvements as specified by the Director of Public Works in approving the  
 82 approval of the existing noted access to Carla Dr.

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(2) There shall be a minimum of a four foot sidewalk along the perimeter of the main drive and around the buildings and connecting the buildings. The sidewalk shall meet all of the accessible requirements of national standards and codes.

e. Lighting Requirements.

Lighting of the property shall comply with the following standards and requirements:

- (1) All site lighting shall be as shown in accordance with a lighting plan approved by the Building Commissioner.
- (2) The maximum height of site lighting, including base, light fixture and light standard, shall be 25 feet above grade.
- (3) All site lighting and exterior building lighting shall be directed down and inward.

f. Sign Requirements.

- (1) All signage shall comply with the City of Florissant sign ordinance for commercial districts except that there shall only be one free standing sign.
- (2) The free standing sign shall generally located as shown on the Preliminary site plan and said sign shall be no closer to the front property line than six feet.
- (3) The free standing sign shall be no higher than six (6) feet including the base and no wider than eight (8) feet with a brick base that shall be two (2) feet in height.
- (4) The sign, if illuminated, shall be internally illuminated with no electronic reader.

g. Landscaping and Fencing.

- (1) Landscaping shall be in accordance with the landscaping plan marked L-1 attached, except as modified herein.
- (2) Trees along the Carla property line shall be spaced no farther apart than 50 feet on center.
- (3) Trees along the West property line shall be spaced no farther apart than 10 feet on center.
- (4) Any modifications to the landscaping plan shall be reviewed and approved by the Planning and Zoning Commission.

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h. Storm Water.

Storm Water and drainage facilities shall comply with the following standards and requirements:

- (1) The Director of Public Works shall review storm water plans form compliance and so that storm water flow will have no adverse affect the neighboring properties.
- (2) No building permits shall be issued until the storm water plan has been approved by the St. Louis Metropolitan Sewer District.
- (3) The retention area shall be kept free of trash and debris and also shall be treated as needed for mosquitoes.

i. Miscellaneous Design Criteria.

- (1) All applicable parking, circulation, sidewalks, and all other site design features shall comply with the Florissant City Code.
- (2) All dumpsters and grease containers shall be contained within a trash enclosure constructed of clay fired brick with solid metal or vinyl gates or metal picket type gates with spacing of the pickets being no more than two inches apart.
- (3) All storm water and drainage facilities shall be constructed, and all landscaping shall be installed, prior to occupancy of the building, unless remitted by the Director of Public Works due to weather related factors.
- (4) All mechanical equipment, electrical equipment, and communication equipment shall be screened in accordance with the Florissant Zoning Code.
- (5) The exterior design of the buildings shall be constructed in accordance with the renderings as approved by the Florissant Planning and Zoning Commission and attached hereto.
- (6) All other requirements of the Florissant Municipal Code and other ordinances of the city shall be complied with unless otherwise allowed by this ordinance.

**7. FINAL SITE DEVELOPMENT PLAN**

A final site development plan shall be submitted to the Building Commissioner to review for compliance to this ordinance and other city ordinances prior to issuance of land disturbance permits or building permits.

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



173 Any changes to the approved plans attached hereto must be reviewed by the  
 174 Building Commissioner. The Building Commissioner must make a determination as to  
 175 the extent of the changes per the following procedure:  
 176

- 177 1. The property owner or designate representative shall submit in writing a request  
 178 for an amendment to the approved plans. The building commissioner shall  
 179 review the plans for consistency with the purpose and content of the proposal as  
 180 originally or previously advertised for public hearing and shall make an advisory  
 181 determination.
- 182 2. If the Building Commissioner determines that the requested amendment is not  
 183 consistent in purpose and content with the nature of the purpose as originally  
 184 proposed or previously advertised for the public hearing, then an amendment to  
 185 the PEU shall be required and a review and recommendation by the Planning and  
 186 Zoning Commission shall be required and a new public hearing shall be required  
 187 before the city council.
- 188 3. If the Building Commissioner determines that the proposed revisions are  
 189 consistent with the purpose and content with the nature of the public hearing,  
 190 then a determination of non-necessity of a public hearing shall be made.
- 191 4. Determination of minor changes: If the building commissioner determines that an  
 192 amendment to the PEU is not required and that the changes to the plans are minor  
 193 in nature the Building Commissioner may approve said changes.
- 194 5. Determination of major changes: If the Building Commissioner determines that  
 195 an amendment to the PEU is required and the changes are major in nature, then  
 196 the owner shall submit an application for review and approval by the Planning  
 197 and Zoning Commission.  
 198  
 199

200 **9. PROJECT COMPLETION.**

201 Construction shall start within 120 days of the issuance of building permits for  
 202 the project and shall be developed in accordance of the approved final development  
 203 plan within 1 year after start of construction.  
 204

205 Section 3: The application and preliminary plans are returned to the Building  
 206 Commissioner for consideration of a Final Site Development Plan, pursuant to Title IV of the  
 207 Florissant Zoning Ordinance.

208 Section 4: Failure to develop the said Planned Commercial District in accordance with  
 209 the above-described procedures and restrictions shall be cause for revision of the zoning  
 210 of said property back to the previous zoning classification, in accordance with Title IV of the  
 211 Florissant Zoning Ordinance.  
 212

213 Section 5: This ordinance shall become in full force and effect immediately upon its  
 214 passage and approval.

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

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

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Jeff Caputa  
President of the Council  
City of Florissant

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Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

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Karen Goodwin, MPPA/MMC/MRCC  
City Clerk

1 INTRODUCED BY COUNCILMAN SCHILDROTH  
2 NOVEMBER 26, 2018

3  
4 BILL NO. 9452

ORDINANCE NO.

5  
6 **REQUEST TO AMEND B-5 ORDINANCE NO. 6836 AS AMENDED TO**  
7 **ALLOW FOR ADDITIONS TO THE SITEMAN CANCER CENTER**  
8 **LOCATED AT 1225 GRAHAM ROAD.**  
9

10 WHEREAS The City Council passed and approved B-5 Ordinance No. 6836 which  
11 authorized a commercial development for a medical care/retail center; and

12 WHEREAS, Ordinance no. 6836 was amended by Ordinance nos. 7647 & 7674 to allow  
13 for additions to the existing building; and

14 WHEREAS, Ordinance no. 6836 was further amended by ordinance no. 8392 to allow  
15 for an additional building within the B-5 Development area ; and

16 WHEREAS, the Planning and Zoning Commission of the City of Florissant has  
17 recommended to the City Council at their meeting of November 5, 2018 that Ordinance No.  
18 6836 be further amended to allow for additions to the Siteman Cancer Center; and

19 WHEREAS, due and lawful notice of public hearing no. 18-11-035 on said proposed  
20 change was published, held and concluded on 26<sup>th</sup> day of November, 2018 by the Council of  
21 the City of Florissant; and

22 WHEREAS, the Council, following said public hearing, and after due and careful  
23 deliberation, has concluded that the amendment of Ordinance No. 6836 as amended and as  
24 hereinafter set forth, to be in the best interest of the public health, safety and welfare of the City  
25 of Florissant; and

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

30 Section 1: B-5 Ordinance No. 6836, as amended by Ordinance nos. 7647, 7674 & 8392,  
31 is hereby further amended to allow , to allow for expansion of the additions for the new  
32 Siteman Cancer Center at 1225 Graham Road, subject to the conditions set forth below  
33 with these conditions being part of the record:  
34

35 Section 1 of Ordinance 8392 is hereby amended to read as follows:

36 Ordinance No. 6836 heretofore granted to Northwest Healthcare for a ‘B-5’ Planned  
37 Commercial District Development is hereby amended to allow for an additional  
38 building within the existing ‘B-5’ development in accordance with the plans attached

39 hereto and made a part of hereof as if fully set out herein subject to the attached plans  
40 labeled as CO.10, CO.20 dated 10/15/18 by Stock & Associates, CO.30 dated 10/6/17  
41 by Stock & Associates, A5.1 & A5.2 dated 10/18/18 by Archimages, L1.10, L1.20 &  
42 L7.10 dated 10/19/18 by DG2 and color renderings.  
43  
44

45 **2. PROJECT COMPLETION.**

46  
47 Construction shall start within 120 days of the issuance of building permits for  
48 the project and shall be developed in accordance of the approved final development  
49 plan within 18 months of start of construction.  
50

51 Section 2: Except as herein amended, all of the other provisions of Ordinance No.6836  
52 shall remain in full force and effect.

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

55  
56 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.  
57

58 \_\_\_\_\_  
59 Jeff Caputa  
60 President of the Council  
61

62 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.  
63

64 \_\_\_\_\_  
65 Thomas P. Schneider  
66 Mayor, City of Florissant  
67

68 ATTEST:  
69

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

1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 26, 2018

3  
4 BILL NO. 9453

ORDINANCE NO.

5  
6 **AN ORDINANCE TO AMEND TITLE II, CHAPTER 245 “PARKS &  
7 RECREATON” OF THE FLORISSANT CITY CODE, SECTION  
8 245.180 “FEES FOR USE”, TO ADJUST FEES FOR USE OF  
9 VARIOUS PARK FACILITIES.**

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 II, Chapter 245 “Parks and Recreation, Article 1, Section  
15 245.180, “Fees for use”, is hereby amended to read as follows:

<b>1. JJE/JFK FACILITY FEES</b>	<b>RESIDENT</b>	<b>NON-RESIDENT</b>
<b>Gymnasium</b>		
3 & under	Free	Free
Youth (4-17)	Free	\$5
Adult	Free	\$8
Senior	Free	\$5
<b>Fitness Center and Indoor Pool</b>		
3 & under	Free	Free
Youth (4-17)	\$2	\$5
Adult	\$4	\$8
Senior	\$2	\$5
<b>Facility Memberships</b>		
3 & Under	Free	Free
Youth (4-17)	\$60	\$225
Adult	\$80	\$275
Senior	\$60	\$225
Family *	\$125	\$350
Family + Outdoor Pool Membership	Add 50% of Outdoor Membership Fee	

<b>* Family Membership includes 4 persons</b>	Add \$20 per person	Add \$30 per person
<b>2. Ice Rink</b>		
<b>Daily Fees</b>		
3 & Under	Free	Free
Youth (4-17)	\$2	\$4
Adult	\$3	\$5
Senior	\$2	\$4
<b>Memberships</b>		
3 & Under	Free	Free
Youth (4-17)	\$20	\$35
Adult	\$30	\$50
Senior	\$20	\$35
Family	\$40	\$70
<b>3. Outdoor Pools</b>		
<b>Daily Fees</b>		
3 & Under	Free	Free
Youth (4-17)	\$3	\$8
Adult	\$4	\$10
Senior	\$3	\$8
<b>Memberships</b>		
3 & Under	Free	Free
Youth (4-17)	\$60	\$140
Adult	\$85	\$200
Senior	\$60	\$140
Family *	\$120	\$275
<b>* Family Membership includes 4 persons</b>	Add \$20 per person	Add \$30 per person
<b>4. Outdoor Pool Rental (Minimum 2 hour rental)</b>		
<b>Per hour</b>	\$350	\$400
<b>Damage Deposit</b>	\$150	\$150

<b>5. JJE Indoor Pool Rental (per hour)</b>	\$100	\$150
<b>Damage Deposit</b>	\$100	\$100
<b>6. JJE Ice Rink Rental (per hour)</b>	\$175	Same as resident
<b>Damage Deposit</b>	\$150	Same as resident
<b>Damage Deposit</b>	\$150	Same as resident
<b>7. JJE (1/2) Arts &amp; Crafts Room or JFK Arts &amp; Crafts Room (5 hour rental)</b>	\$175	Same as resident
<b>Damage Deposit</b>	\$100	Same as resident
<b>Additional Hourly Rate</b>	\$35	Same as resident
<b>8. JJE (Entire) Arts &amp; Crafts Room (5 hour rental)</b>	\$300	Same as resident
<b>Damage Deposit</b>	\$100	Same as resident
<b>Additional Hourly Rate</b>	\$60	Same as resident
<b>9. JJE Rooms 1 &amp; 2 or JFK Small Room (5 hour rental)</b>	\$75	Same as resident
<b>Damage Deposit</b>	\$100	Same as resident
<b>Additional Hourly Rate</b>	\$15	Same as resident
<b>10. JJE Gymnasium (7 hour rental)</b>		
<b>1 - 499 people</b>	\$600	Same as resident
<b>500 - 1,000 people</b>	\$700	Same as resident
<b>Damage Deposit</b>	\$300	Same as resident
<b>Additional Hourly Rate</b>	\$80	Same as resident
<b>11. JFK Gymnasium (7 hour rental)</b>		
<b>Damage Deposit</b>	\$300	Same as resident
<b>Additional Hourly Rate</b>	\$80	Same as resident
<b>12. Athletic Field Rental</b>		
<b>Without lights (per hour)</b>	\$60	\$90
<b>With lights (per hour)</b>	\$100	\$150



<b>Not-for-profit: Per person gate fee</b>	\$0.10	\$0.10
<b>For profit: Per person gate fee</b>	\$0.20	\$0.20
<b>13. Theatre</b>		
<b>a. Rehearsals - 4 hour minimum</b>		
<b>1. Technical</b>	\$112.50	\$168.75
<b>2. Non-technical (no lights or sound)</b>	\$87.50	\$137.50
<b>3. Dance School - 8 hour minimum</b>	\$262.50	\$400
<b>b. Performances - 4 hour minimum *</b>		
<b>1. Regular</b>	\$131.25	\$206.25
<b>2. Lectures</b>	\$112.50	\$168.75
<b>3. Dance Schools - 8 hour minimum</b>	\$262.50	\$400
<b>* Plus twenty percent (20%) of the box office receipts above six hundred dollars (\$600.00) per performance</b>		
<b>c. Deposit</b>	\$200	\$200
<b>d. Top ticket price for City</b>	\$15	\$15
<b>14. Nature Lodge</b>		
<b>a. Top Floor (4 hour rental)</b>		
<b>1. Weekday</b>	\$225	Same as resident
<b>2. Weekend (Friday - Sunday)</b>	\$225	Same as resident
<b>b. Bottom Floor (4 hour rental)</b>		
<b>1. Weekday</b>	\$175	Same as resident
<b>2. Weekend (Friday - Sunday)</b>	\$175	Same as resident
<b>c. Entire Facility (5 hour rental)</b>		
<b>1. Weekday</b>	\$350	Same as resident
<b>2. Weekend (Friday - Sunday)</b>	\$350	Same as resident
<b>Deposit</b>	\$200	Same as resident
<b>Additional Hourly Rate</b>	\$50	Same as resident
<b>15. Showmobile (per day rental)</b>		
<b>Non-holiday</b>	\$650	Same as resident
<b>Holiday</b>	\$700	Same as resident
<b>16. Craft Show or Special Event</b>		
<b>Rate per table, per day</b>	\$20	\$30
<b>17. Tennis Court</b>		
<b>Daytime (without lights)</b>	Free	\$2
<b>With Lights</b>	Free	\$4
<b>18. Basketball Courts (Outside)</b>	Free	\$2
<b>19. Picnic Permits (Pavilion or Gazebo Rental)</b>		

<b>Monday - Thursday</b>	\$35	N/A
<b>Friday - Sunday or Holiday</b>	\$50	N/A
<b>Damage Deposit</b>	N/A	N/A
<b>20. Classes (maximum hourly charge for session classes)</b>	\$15	\$20
<b>21. Summer Playground (six week program)</b>		
<b>One child</b>	\$175	\$350
<b>Each succeeding child</b>	\$125	\$275
<b>22. Skate Rental</b>	\$2.00	\$2.00
<b>23. Skate Sharpening</b>	\$5	\$5
<b>24. Photo ID Replacement Card</b>	\$5	\$5
<b>25. A maximum discount of twenty-five percent (25%) off of resident rates for admission fees for the golf course, pools, skating rink and recreational classes shall be awarded to any member of a Board or Commission, Police Reserve or Police Volunteer of the City of Florissant.</b>		
<b>26. These fees may not be reduced or waived except as follows:</b>		
<ul style="list-style-type: none"> <li>a. To facilitate a meeting or event for the City of Florissant or another government agency.</li> <li>b. Any 501c3 not-for-profit organization located in the City of Florissant may rent a facility for fifty percent (50%) of the normal rental rate up to two (2) times per year.</li> </ul>		

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Section 2: Except as herein amended Section 245.180 shall remain in full force and effect.

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

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

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

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

\_\_\_\_\_  
Thomas P. Schneider  
Mayor

ATTEST:

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

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

Date: September 4, 2018

Mayor's Approval:

Agenda Date Requested: | 26-Nov-18

Description of request: Repeal of section 245.180 Fees for Use and replace with the updated attached section 245.180 Fees for Use.

Department: Parks and Recreation

Recommending Board or Commission:

Type of request:

Ordinances	X	Other	X
Appropriation		Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment	X		

Public Hearing needed: Yes / No

NO

3 readings? : Yes / No

No

Back up materials attached:

Back up materials needed:

Minutes		Minutes	
Maps		Maps	
Memo		Memo	
Draft Ord.		Draft Ord.	

**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: \_\_\_\_\_

# Memo

**To:** Mayor Thomas P. Schneider  
**From:** Cheryl Thompson, Director of Parks & Recreation  
**Date:** November 14, 2018  
**Re:** Update on Section 245.180 Fees for Use Changes

*11-16-18*  
*[Handwritten signature]*  
*11/14/18*

The parks and recreation department staff are recommending various changes to the existing section 245.180 Fees For Use. The following explains the changes that are being proposed.

#5. JJE Indoor Pool Rental rates change the hourly fee for residents from \$75 to \$100 and the non-resident fee from \$135 to \$150.

#6. JJE Ice Rink Rental rates for residents \$175 and make the non-resident rate the same. In doing this with our current number of rentals this could potential bring in another \$8,000 per season.

In this document you will find that for various rentals we are asking to do away with the non-resident rental rates due to the following reasons that happen almost daily. A non-resident will come in to rent the facilities or rent the ice rink. When they come in and find out that their fee is much more than a resident they will tell us that they will find a family member, such as an uncle, aunt or cousin to rent the facility for them. When this happens we lose various controls over the rental.

Our rules state that the person renting the facility needs to be present during the time of rental. More often than not, that person does not show up during the rental. This causes the rules they were given, pertaining to the rental, to be violated.

Another downfall of having someone else rent the facility for them is then they want us to have another person than themselves discuss the details for the rental, which again violates our rules of only discussing these things with the person who is renting. We have done that because many of the rentals have 2 or 3 additional people wanting to tell us how to set the room up or various other details they want. This will results in much friction when the renters show up to set up. They then want to demand that the details of the rental be changed once they get here, causing staff to be called off their other

assignments and rush to get things set up as they now want it. Therefore, having one person who is responsible for all details pertaining to the rental, allows for the confusion to be avoided.

After reviewing our records on previous rentals 97% of our rentals are listed as resident rentals. But almost daily we experience the problems listed above, so we can tell that many of our rentals listed as resident rentals are in fact non-resident rentals.

Thus, taking the non-resident rates and combining them into resident rates, will allow for non-residents to go ahead and make their own reservation. Summing this up, it is a rule which currently is very difficult for staff to manage, in changing the fee to just one fee. It will allow us to provide a smoother easier customer service experience for renters and staff alike.

The following changes apply to room rentals:

#7 Rental rate of \$175 – Damage deposit \$100 – additional hourly rate \$35.

#8 Rental rate of \$300 – Damage deposit of \$100 – additional hourly rate \$60

#9 Rental rate of \$75 – Damage deposit of \$100 – additional hourly rate \$15

- Please note the hourly time for #12 is going from 3 to 5 hours.

#10 & 11. Rental rate of \$600 for 1-499 people, \$700 for 500 – 1,000, Damage deposit \$300 – additional hourly rate - \$80. Rates for both JJE & JFK

#14 Nature Lodge rental rate of \$225 for Top Floor, Bottom Floor - \$175, Entire Facility \$350 – Damage deposit of \$200 – additional hourly rate \$50

Other changes to this fee schedule would be:

#15 – Rental rate of \$650 for all

#19 – No deposits for picnic pavilions

#20 – Class maximum hourly charge for residents - \$15 – non-residents - \$20

#22 – Skate rental - \$2 for all.

<b>1. JJE/JFK FACILITY FEES</b>	<b>RESIDENT</b>	<b>NON-RESIDENT</b>
<b>Gymnasium</b>		
3 & under	Free	Free
Youth (4-17)	Free	\$5
Adult	Free	\$8
Senior	Free	\$5
<b>Fitness Center and Indoor Pool</b>		
3 & under	Free	Free
Youth (4-17)	\$2	\$5
Adult	\$4	\$8
Senior	\$2	\$5
<b>Facility Memberships</b>		
3 & Under	Free	Free
Youth (4-17)	\$60	\$225
Adult	\$80	\$275
Senior	\$60	\$225
Family *	\$125	\$350
Family + Outdoor Pool Membership	Add 50% of Outdoor Membership Fee	
* Family Membership includes 4 persons	Add \$20 per person	Add \$30 per person
<b>2. Ice Rink</b>		
<b>Daily Fees</b>		
3 & Under	Free	Free
Youth (4-17)	\$2	\$4
Adult	\$3	\$5
Senior	\$2	\$4
<b>Memberships</b>		
3 & Under	Free	Free
Youth (4-17)	\$20	\$35
Adult	\$30	\$50
Senior	\$20	\$35
Family	\$40	\$70
<b>3. Outdoor Pools</b>		
<b>Daily Fees</b>		
3 & Under	Free	Free
Youth (4-17)	\$3	\$8
Adult	\$4	\$10
Senior	\$3	\$8
<b>Memberships</b>		
3 & Under	Free	Free
Youth (4-17)	\$60	\$140
Adult	\$85	\$200
Senior	\$60	\$140
Family *	\$120	\$275
* Family Membership includes 4 persons	Add \$20 per person	Add \$30 per person
<b>4. Outdoor Pool Rental (Minimum 2 hour rental)</b>		
Per hour	\$350	\$400
Damage Deposit	\$150	\$150

<b>5. JJE Indoor Pool Rental (per hour)</b>	\$100	\$150
Damage Deposit	\$100	\$100
<b>6. JJE Ice Rink Rental (per hour)</b>	\$175	Same as resident
Damage Deposit	\$150	Same as resident
Damage Deposit	\$150	Same as resident
<b>7. JJE (1/2) Arts &amp; Crafts Room or JFK Arts &amp; Crafts Room (5 hour rental)</b>	\$175	Same as resident
Damage Deposit	\$100	Same as resident
Additional Hourly Rate	\$35	Same as resident
<b>8. JJE (Entire) Arts &amp; Crafts Room (5 hour rental)</b>	\$300	Same as resident
Damage Deposit	\$100	Same as resident
Additional Hourly Rate	\$60	Same as resident
<b>9. JJE Rooms 1 &amp; 2 or JFK Small Room (5 hour rental)</b>	\$75	Same as resident
Damage Deposit	\$100	Same as resident
Additional Hourly Rate	\$15	Same as resident
<b>10. JJE Gymnasium (7 hour rental)</b>		
1 - 499 people	\$600	Same as resident
500 - 1,000 people	\$700	Same as resident
Damage Deposit	\$300	Same as resident
Additional Hourly Rate	\$80	Same as resident
<b>11. JFK Gymnasium (7 hour rental)</b>	\$600	Same as resident
Damage Deposit	\$300	Same as resident
Additional Hourly Rate	\$80	Same as resident
<b>12. Athletic Field Rental</b>		
Without lights (per hour)	\$60	\$90
With lights (per hour)	\$100	\$150
Not-for-profit: Per person gate fee	\$0.10	\$0.10
For profit: Per person gate fee	\$0.20	\$0.20
<b>13. Theatre</b>		
<b>a. Rehearsals - 4 hour minimum</b>		
1. Technical	\$112.50	\$168.75
2. Non-technical (no lights or sound)	\$87.50	\$137.50
3. Dance School - 8 hour minimum	\$262.50	\$400
<b>b. Performances - 4 hour minimum *</b>		
1. Regular	\$131.25	\$206.25
2. Lectures	\$112.50	\$168.75
3. Dance Schools - 8 hour minimum	\$262.50	\$400
* Plus twenty percent (20%) of the box office receipts above six hundred dollars (\$600.00) per performance		
<b>c. Deposit</b>	\$200	\$200
<b>d. Top ticket price for City</b>	\$15	\$15
<b>14. Nature Lodge</b>		
<b>a. Top Floor (4 hour rental)</b>		
1. Weekday	\$225	Same as resident
2. Weekend (Friday - Sunday)	\$225	Same as resident



<b>b. Bottom Floor (4 hour rental)</b>		
1. Weekday	\$175	Same as resident
2. Weekend (Friday - Sunday)	\$175	Same as resident
<b>c. Entire Facility (5 hour rental)</b>		
1. Weekday	\$350	Same as resident
2. Weekend (Friday - Sunday)	\$350	Same as resident
Deposit	\$200	Same as resident
Additional Hourly Rate	\$50	Same as resident
<b>15. Showmobile (per day rental)</b>		
Non-holiday	\$650	Same as resident
Holiday	\$700	Same as resident
<b>16. Craft Show or Special Event</b>		
Rate per table, per day	\$20	\$30
<b>17. Tennis Court</b>		
Daytime (without lights)	Free	\$2
With Lights	Free	\$4
<b>18. Basketball Courts (Outside)</b>		
	Free	\$2
<b>19. Picnic Permits (Pavilion or Gazebo Rental)</b>		
Monday - Thursday	\$35	N/A
Friday - Sunday or Holiday	\$50	N/A
Damage Deposit	N/A	N/A
<b>20. Classes (maximum hourly charge for session classes)</b>		
	\$15	\$20
<b>21. Summer Playground (six week program)</b>		
One child	\$175	\$350
Each succeeding child	\$125	\$275
<b>22. Skate Rental</b>		
	\$2.00	\$2.00
<b>23. Skate Sharpening</b>		
	\$5	\$5
<b>24. Photo ID Replacement Card</b>		
	\$5	\$5
<b>25. A maximum discount of twenty-five percent (25%) off of resident rates for admission fees for the golf course, pools, skating rink and recreational classes shall be awarded to any member of a Board or Commission, Police Reserve or Police Volunteer of the City of Florissant.</b>		
<b>26. These fees may not be reduced or waived except as follows:</b>		
a. To facilitate a meeting or event for the City of Florissant or another government agency.		
b. Any 501c3 not-for-profit organization located in the City of Florissant may rent a facility for fifty percent (50%) of the normal rental rate up to two (2) times per year.		

Updated 11/18

1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 26, 2018

3  
4 BILL NO. 9454

ORDINANCE NO.

5  
6 **AN ORDINANCE TO AMEND CHAPTER 245 “PARKS AND  
7 RECREATION” ARTICLE XI “OLD FLEURISSANT GOLF CLUB”  
8 OF THE FLORISSANT CITY CODE, SUBSECTION 245.610 “FEES  
9 AND CHARGES” TO ADJUST FEES FOR THE GOLF COURSE  
10 FACILITY.**

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

14  
15 Section 1: Chapter 245 “Parks and Recreation, Article XI, “Old  
16 Fleurissant Golf Club” , subsection 245.610 “Fees and Charges is hereby deleted  
17 in its entirety and replaced with the following:

18  
19 Sec. 245.160 Fees and Charges

20 **Green Fees**

Weekday – 18 holes	<b>March 16 – November 14</b>	\$20.00
Weekday – 9 holes	<b>March 16 – November 14</b>	\$13.00
Weekdays - 18 holes	<b>November 15 – March 15</b>	\$13.00
Weekdays – 9 holes	<b>November 15 – March 15</b>	\$9.00
Weekends (as tee times are available) – 18 holes	<b>March 16 – November 14</b>	\$30.00
Weekends (as tee times are available) – 9 holes	<b>March 16 – November 14</b>	\$17.00
Weekends (as tee times are available) – 18 holes	<b>November 15 – March 15</b>	\$20.00
Weekends (as tee times are available) – 9 holes	<b>November 15 – March 15</b>	\$11.00

21 Holidays: Weekend rates shall apply to the following holidays even though such holiday may be  
22 a weekday: Presidents’ Day (Monday), Good Friday, Memorial Day (Monday), 4<sup>th</sup> of July, Labor  
23 Day (Monday), and Friday after Thanksgiving (Thursday and Friday). (The golf course is closed  
24 on Thanksgiving Day, Christmas and New Year’s Day.)

25  
26 **Twilight/League Fees**

27 Weekday/evenings only includes cart \$18.00

28  
29 **Twilight Fees**

30 Weekends – (after 2 P.M. – 18 hole limit- includes cart) \$30.00

31  
32  
33

**Seniors (Ages 60 and Older) and Ladies  
March 16 – November 15**

Monday through Thursday (all day) and Friday until 12:00 noon – \$26.00  
18 holes includes cart (resident discount will apply)

Monday through Thursday (all day) and Friday until 12:00 noon \$17.00  
- 9 holes includes cart (resident discount will apply)

**November 15 – March 15**

No senior or ladies rates but residents will receive the resident discounts.

**Juniors (ages 21 and younger with proper school or service ID)  
All day Monday through Friday and weekends after 11:00 A.M.**

**March 16 – November 15 – March 15**

18 holes \$14.00

9 holes \$7.00

(Any junior twelve (12) years of age and younger must be accompanied by an adult. Before 11:00 A.M. on weekends, juniors ages fourteen (14) and younger must be accompanied by an adult.)

**Golf Carts (Year Round)**

18 holes \$15.00

9 holes \$9.00

(Must be sixteen 16 years of age or older to rent a golf cart and may be required to show identification).

**Pull Carts**

18 holes \$3.00

9 holes \$2.00

**Golf Club Rental**

18 holes \$10.00

9 holes \$5.00

**Reserved Season Tee Time**

Per foursome \$200.00

**High School Golf Team**

Per golfer – 9 holes (supervised practices and matches as scheduled) \$6.00

80	<b>Tournament Fees (includes cart fees)</b>	
81		
82	Weekdays - Less than 40 players	\$32.00
83		
84	Weekdays - 40 - 119 players	\$30.00
85		
86	Weekdays - 120 or more players	\$26.00
87		
88	Weekends – Less than 40 players	\$42.00
89		
90	Weekends – 40 – 119 players	\$40.00
91		
92	Weekends – 120 or more players	\$36.00

93

94 style="text-align: center;">**Discounts**

95

96 Florissant residents shall receive a twenty percent (20%) discount on all greens and cart fees,  
 97 clubs and pull cart rentals. Does not include merchandise.

98

99 A twenty percent (20%) discount shall be given to military, firefighters, Police Officers, clergy  
 100 and Florissant City employees on green and cart fees.

101

102 In an effort to remain current with competition and changing circumstances, the Mayor is  
 103 authorized to establish a temporary promotional fee in lieu of the fees set forth above. The fees  
 104 and charges by example may include, but are not limited to, two-for-all day rates, three pay –  
 105 fourth free rate, golf free cart day, etc.

106

107 style="text-align: center;">**BANQUET ROOM RENTAL**

108

109 Full room: In season (March 16 – November 14), 6:00 P.M. to 11:00 P.M.

110

111 Full room: Off season (November 15 – March 15) Anytime

112

113 Half room: In season – anytime

114

115 Half room: Off season – anytime

	RESIDENT	NON-RESIDENT
116		
117	\$250.00	\$300.00
118		
119	\$50.00	\$60.00
120		
121	\$150.00	\$200.00
122		
123	\$30.00	\$40.00

124

125 Room rental fee waived for rentals of fifty (50) or more persons using Old Fleurissant Golf  
126 Course food and beverage.

127  
128 Room rentals of less than fifty (50) persons will pay room rental fee plus a-la-carte charges for  
129 food and beverages.

130  
131 All beer and liquor must be purchased from Old Fleurissant Golf Club.

132  
133 Self-catered rental will be charged room rental fees plus five dollars (\$5.00) per person.  
134

135 Section 2: Except as herein amended Section 245.180 shall remain in full force and  
136 effect.

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

139  
140 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

141  
142 \_\_\_\_\_  
143 Jeff Caputa  
144 President of the Council

145  
146 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

147  
148 \_\_\_\_\_  
149 Thomas P. Schneider  
150 Mayor

151 ATTEST:  
152 \_\_\_\_\_  
153 Karen Goodwin, MPPA/MMC/MRCC  
154 City Clerk

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

Date: November 14, 2018

Mayor's Approval:

Agenda Date Requested: | 26-Nov-18

Description of request: Repeal of section 245.610 Fees and Charges and replace with the updated attached section 245.610 Fees for Use.

Department: Parks and Recreation

Recommending Board or Commission:

Type of request:

Ordinances	X	Other	X
Appropriation		Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment	X		

Public Hearing needed: Yes / No

NO

3 readings? : Yes / No

No

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

**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: \_\_\_\_\_

# Memo

**To:** Mayor Thomas P. Schneider  
**From:** Cheryl Thompson, Director of Parks & Recreation  
**Date:** November 14, 2018  
**Re:** Update on Section 245.610 Fees and Charges – Golf Course

11-16-18  
*[Handwritten signature]*  
*[Handwritten signature]* 11/14/18

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The parks and recreation department staff are recommending various changes to the existing section 245.610 Fees and Charges for the Golf Course. The fees reflect the increased requested by the city council.

If further explanation is required please let me know. Thank you for your consideration of these changes.



Article XI: Old Fleurissant Golf Club

Sec. 245.160 Fees and Charges

**Green Fees**

Weekday – 18 holes	<b>March 16 – November 14</b>	\$20.00
Weekday – 9 holes	<b>March 16 – November 14</b>	\$13.00
Weekdays - 18 holes	<b>November 15 – March 15</b>	\$13.00
Weekdays – 9 holes	<b>November 15 – March 15</b>	\$9.00
Weekends (as tee times are available) – 18 holes	<b>March 16 – November 14</b>	\$30.00
Weekends (as tee times are available) – 9 holes	<b>March 16 – November 14</b>	\$17.00
Weekends (as tee times are available) – 18 holes	<b>November 15 – March 15</b>	\$20.00
Weekends (as tee times are available) – 9 holes	<b>November 15 – March 15</b>	\$11.00

Holidays: Weekend rates shall apply to the following holidays even though such holiday may be a weekday: Presidents' Day (Monday), Good Friday, Memorial Day (Monday), 4<sup>th</sup> of July, Labor Day (Monday), and Friday after Thanksgiving (Thursday and Friday). (The golf course is closed on Thanksgiving Day, Christmas and New Year's Day.)

**Twilight/League Fees**

Weekday/evenings only includes cart \$18.00

**Twilight Fees**

Weekends – (after 2 P.M. – 18 hole limit- includes cart) \$30.00

**Seniors (Ages 60 and Older) and Ladies  
March 16 – November 15**

Monday through Thursday (all day) and Friday until 12:00 noon – 18 holes includes cart \$26.00 (resident discount will apply)  
 Monday through Thursday (all day) and Friday until 12:00 noon – 9 holes includes cart \$17.00 (resident discount will apply)

**November 15 – March 15**

No senior or ladies rates but residents will receive the resident discounts.

**Juniors (ages 21 and younger with proper school or service ID)**

**All day Monday through Friday and weekends after 11:00 A.M.**

**March 16 – November 15 – March 15**

18 holes \$14.00  
 9 holes \$7.00

(Any junior twelve (12) years of age and younger must be accompanied by an adult. Before 11:00 A.M. on weekends, juniors ages fourteen (14) and younger must be accompanied by an adult.)

**Golf Carts (Year Round)**

18 holes \$15.00  
 9 holes \$9.00

(Must be sixteen 16 years of age or older to rent a golf cart and may be required to show identification).

**Pull Carts**

18 holes \$3.00  
 9 holes \$2.00

**Golf Club Rental**

18 holes	\$10.00
9 holes	\$5.00

**Reserved Season Tee Time**

Per foursome	\$200.00
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**High School Golf Team**

Per golfer – 9 holes (supervised practices and matches as scheduled)	\$6.00
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**Tournament Fees (includes cart fees)**

Weekdays - Less than 40 players	\$32.00
Weekdays - 40 - 119 players	\$30.00
Weekdays - 120 or more players	\$26.00
Weekends – Less than 40 players	\$42.00
Weekends – 40 – 119 players	\$40.00
Weekends – 120 or more players	\$36.00

**Discounts**

Florissant residents shall receive a twenty percent (20%) discount on all greens and cart fees, clubs and pull cart rentals. Does not include merchandise. A twenty percent (20%) discount shall be given to military, firefighters, Police Officers, clergy and Florissant City employees on green and cart fees. In an effort to remain current with competition and changing circumstances, the Mayor is authorized to establish a temporary promotional fee in lieu of the fees set forth above. The fees and charges by example may include, but are not limited to, two-for-all day rates, three pay – fourth free rate, golf free cart day, etc.

**BANQUET ROOM RENTAL**

Full room: In season (March 16 – November 14), 6:00 P.M. to 11:00 P.M.

Full room: Off season (November 15 – March 15) Anytime

Half room: In season – anytime

Half room: Off season – anytime

	RESIDENT	NON-RESIDENT
Full room (up to 5 hours)	\$250.00	\$300.00
Full room (additional hourly rental)	\$50.00	\$60.00
Half room (up to 5 hours)	\$150.00	\$200.00
Half room (additional hourly rental)	\$30.00	\$40.00

Room rental fee waived for rentals of fifty (50) or more persons using Old Fleurissant Golf Course food and beverage.

Room rentals of less than fifty (50) persons will pay room rental fee plus a-la-carte charges for food and beverages.

All beer and liquor must be purchased from Old Fleurissant Golf Club.

Self-catered rental will be charged room rental fees plus five dollars (\$5.00) per person.

Revised 11/18

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 NOVEMBER 26, 2018

3  
4 BILL NO. 9455

ORDINANCE NO.

5  
6 **ORDINANCE AUTHORIZING A TRANSFER OF \$10,000 FROM**  
7 **ACCOUNT NO. 01-5-48-13030 "MEDICAL INSURANCE" TO ACCOUNT**  
8 **NO. 01-5-48-10010 "SALARIES" TO COVER SALARIES FOR PUBLIC**  
9 **WORKS THROUGH THE END OF THE FISCAL YEAR.**

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

13  
14 Section 1: There is hereby authorized a transfer of \$10,000 from account no. 01-5-48-  
15 13030 "Medical Insurance" to account no. 01-5-48-10010 "Salaries" to cover salaries for Public  
16 Works through the end of the fiscal year.

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

19  
20 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

21  
22  
23 \_\_\_\_\_  
24 Jeff Caputa  
25 President of the Council  
26 City of Florissant

27  
28 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

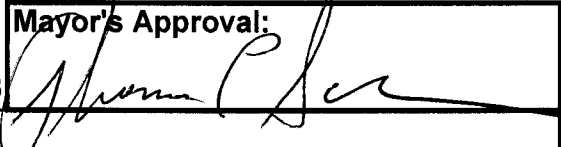
29  
30 \_\_\_\_\_  
31 Thomas P. Schneider  
32 Mayor, City of Florissant

33  
34  
35 ATTEST:

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

# FLORISSANT CITY COUNCIL AGENDA REQUEST FORM

Date: 11/13/2018

Mayor's Approval: 

Agenda Date Requested: 11/26/2018

Description of request: Budget Transfer for Public Works -Salaries

Transfer of Funds from 01-5-48-13030 to 01-5-48-10010

(See Attached Memo)

Department: Public Works

Recommending Board or Commission: N/A

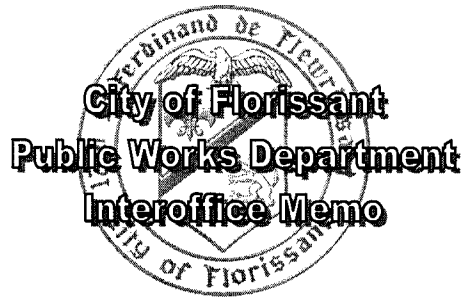
Type of request:	<b>Ordinances</b>	<b>X</b>	<b>Other</b>	
	Appropriation		Liquor License	
	Transfer	<b>X</b>	Hotel License	
	Zoning Amendment		Special Presentations	
	Amendment		Resolution	
	Special Use Transfer		Proclamation	
	Special Use		Subdivision	
	Budget Amendment			
		Y/N		Y/N

Public Hearing needed: Yes / No  Yes  No      3 readings? : Yes / No  Yes  No

<b>Back up materials attached:</b>		<b>Back up materials needed:</b>	
Minutes		Minutes	
Maps		Maps	
Memo	<b>X</b>	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: \_\_\_\_\_




Memo To: City Council

Date: November 13, 2018

Thru: Mayor Thomas P. Schneider

A handwritten signature in black ink, appearing to read "T. Schneider", written over the printed name of Mayor Thomas P. Schneider.

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

Copy: Kimberlee Johnson

Subject: **Budget Transfer for Salaries**

Due to the buyout the Salaries account will be too short to meet the last payroll of the year. I am requesting \$10,000 be transferred from Medical Insurance Benefits that was over budgeted. Please give this an Emergency reading. Prior to the last Council meeting we thought we might squeak through, but upon further review we will miss by about \$5,000.00. With the forecasted snow fall our shortfall will be exacerbated by snow removal overtime.

**Therefore, I respectfully request that \$10,000 be transferred from Account 01-5-48-13030 – Medical Insurance to Account 01-5-48-10010 Salaries.**

Thank you in advance.

Respectfully submitted,

---

Todd M Hughes, P.E.

1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 26, 2018

3  
4 BILL NO. 9456

ORDINANCE

5  
6  
7 **AN ORDINANCE AMENDING SECTION 100.090, "SCHEDULE OF**  
8 **COURT COSTS" WITHIN THE FLORISSANT CODE OF ORDINANCES,**  
9 **BY ADDING A STATE COURT AUTOMATION SURCHARGE.**

10  
11 WHEREAS, the City of Florissant must implement the Show Me Courts evolving record  
12 and case management system being developed by the Office of the State Courts Administrator,  
13 and

14 WHEREAS, use of this system is mandatory with Florissant scheduled to go online in  
15 2019, and

16 WHEREAS, to pay for this system a state court automation surcharge of seven dollars  
17 (\$7.00) will need to be authorized, and

18 WHEREAS, the City is authorized to assess the State Court Automation Surcharge in  
19 accordance with Sections 488.012.3(5) and 488.027.2 R.S.Mo and Missouri Court Rule 21, and

20 WHEREAS, the costs assessed will be transmitted monthly to the Missouri Director of  
21 Revenue to the credit of the Missouri Statewide Automation Fund.

22  
23 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
24 KIRKWOOD, MISSOURI, AS FOLLOWS:

25  
26 SECTION 1. The Florissant Code of Ordinances, Section 100.090, "Schedule of Court  
27 Costs" is hereby amended by adding a new subsection (8), "State Court Automation Surcharge"  
28 to read as follows:

29  
30 (8) In addition to other costs authorized in this Section, there shall be assessed a state  
31 automation surcharge of seven dollars (\$7.00) in all cases in which court costs are taxed. Said  
32 surcharge shall be collected by the Municipal Court and transmitted monthly to the Missouri  
33 Director of Revenue to the credit of the Missouri Statewide Automation Fund. (R.S.Mo.  
34 § 488.012.3(5) and R.S.Mo. § 488.027.2)

35  
36 SECTION 2. This Ordinance shall be in full force and effect after its passage and  
37 approval, as provided by law.

38  
39 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

40  
41  
42  
43 \_\_\_\_\_  
44 Jeff Caputa  
45 President of the Council  
46 City of Florissant

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

---

Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

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Karen Goodwin, MPPA/MMC/MRCC  
City Clerk



1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 26, 2018

3  
4 BILL NO. 9457

ORDINANCE NO.

5  
6 **AN ORDINANCE REPEALING ORDINANCE NO. 8182 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. 8182 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:

<u>JOB CLASSIFICATION</u>	<u>START</u>	<u>YEAR 2</u>	<u>YEAR 3</u>	<u>YEAR 4</u>	<u>YEAR 5</u>
Multi-building Inspector	18.94	21.84	22.28	22.72	23.18
Dispatcher	18.09	19.18	19.56	19.95	20.35
Building Inspector	16.13	18.33	18.70	19.07	19.45
Video Specialist	14.96	15.89	16.21	16.53	16.86
Human Resource Specialist	14.96	15.89	16.21	16.53	16.86
Pool Manager - Indoor Pool	12.68	13.75	14.03	14.31	14.59
Recreation Leader III (Centers)	12.68	13.75	14.03	14.31	14.59
Park Ranger Supervisor II Engineering	12.68	13.75	14.03	14.31	14.59
Technician/HVAC Technician	11.85	12.68	12.93	13.19	13.46
Parks Laborer, Golf Laborer, Street, Health, Truck Driver	10.30	11.28	11.51	11.74	11.97
Bus Driver	11.16	12.33	12.58	12.83	13.08
Head Lifeguard - Indoor Pool	11.16	12.33	12.58	12.83	13.08
Accounting Clerk	11.16	12.22	12.46	12.71	12.97
City Hall Cashier I	11.16	12.22	12.46	12.71	12.97
Secretary	11.16	12.22	12.46	12.71	12.97
Assistant Court Clerk	11.16	12.22	12.46	12.71	12.97
Health Kennel person	11.16	12.22	12.46	12.71	12.97
Life Guard/Swimming Instructor - Indoor Pool	10.10	10.41	10.62	10.83	11.05

Park Ranger	10.10	10.41	10.62	10.83	11.05
Lifeguard - Indoor Pool	9.71	10.01	10.21	10.41	10.62
Clerk Typist, File Clerk, Receptionist, Permit Inspection Clerk, Duplicating Equip. Operator, & Senior Office Support Staff	9.05	9.71	9.90	10.10	10.30
Custodian	8.98	9.64	9.83	10.03	10.23
Cashier I/Rink/Pool Duties - Indoor Pool Recreation Leader II (Centers)	8.70	8.87	9.05	9.23	9.42
Reserve Police Officer/Park Police/Bailiff	27.54	Rate not to exceed			
Code Enforcement	16.13	18.33	18.70	19.07	19.45
Community Development Specialist	14.96	15.89	16.21	16.53	16.86
Golf Pro Shop Manager	\$12.31	\$13.35	13.62	13.89	14.17
Economic Development Coordinator	\$32.23	Rate not to exceed			

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

19        Section 4: This ordinance shall become in force and effect as of December 1, 2018.

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

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

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

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

ATTEST:

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

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 NOVEMBER 26, 2018

3  
4 BILL NO. 9458 ORDINANCE NO.

5  
6 **AN ORDINANCE AMENDING SECTION 125.065.A “JOB**  
7 **CLASSIFICATION AND GRADE LEVEL” BY ADJUSTING AND**  
8 **ADDING CERTAIN JOB 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 changing the grade level for the  
15 following job classification as so indicated:  
16

<u>Job Classification</u>	<u>From Grade Level</u>	<u>To Grade Level</u>
IT Technician	4	6

17  
18 Section 2: That Chapter 125.065 “Wage Increase and Schedule,” subsection A “Job  
19 Classification and Grade Level,” is hereby amended by adding the following job classifications  
20 as so indicated:  
21

<u>Job Classification</u>	<u>Grade Level</u>
Commercial Inspector	8
GIS/Permit Inspection Clerk	5
Community Development Specialist	4

22  
23 Section 3: This ordinance shall become in force and effect upon its passage and approval  
24 as provided by law.

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

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27 \_\_\_\_\_  
28 Jeff Caputa  
29 President of the Council

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

31  
32 \_\_\_\_\_  
33 Thomas P. Schneider  
34 Mayor

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

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 NOVEMBER 26, 2018

3  
4 BILL NO. 9459 ORDINANCE NO.

5  
6 **AN ORDINANCE REPEALING ORDINANCE NO. 8183 ESTABLISHING A**  
7 **NEW COMPENSATION PLAN FOR SEASONAL 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. 8183 is hereby repealed.

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

<u>JOB CLASSIFICATION</u>	<u>START</u>	<u>YEAR 2</u>	<u>YEAR 3</u>	<u>YEAR 4</u>	<u>YEAR 5</u>
Rink Manager	12.31	13.35	13.62	13.89	14.17
Pool Manager - Outside Pool	12.31	13.35	13.62	13.89	14.17
Playground Director	12.31	13.35	13.62	13.89	14.17
Head Lifeguard - Outdoor Pool	10.83	11.96	12.20	12.44	12.69
Concession Stand Manager	10.83	11.96	12.20	12.44	12.69
Asst. Playground Director	10.30	11.28	11.51	11.74	11.97
Street, Health, Parks,Golf Laborer,Truck Driver	10.30	11.28	11.51	11.74	11.97
Life Guard/Swimming Instructor - Outdoor Pool	9.80	10.10	10.30	10.51	10.72
Life Guard - Outdoor Pool	9.42	9.72	9.91	10.11	10.31
Parks Beverage Cart Attendant	9.42	9.72	9.91	10.11	10.31
Ice Rink Guard	8.70	8.87	9.05	9.23	9.42
Playground Recreation Leader	8.70	8.87	9.05	9.23	9.42
Cashier II/Rink/Pool/Concession - Outdoor Pool	8.70	8.87	9.05	9.23	9.42
Golf Course Pro-Shop Manager	12.31	13.35	13.62	13.89	14.17
Golf Couse Food & Beverage Manager	10.71	11.73	11.96	12.20	12.45
Golf Course Pro-Shop Attendant	9.53	10.01	10.21	10.41	10.62
Golf Course Food & Beverage Attendant	8.70	8.87	9.05	9.23	9.42
Golf Course Cart Attendant	8.70	8.87	9.05	9.23	9.42
Golf Course Beverage Cart Attendant	8.70	8.87	9.05	9.23	9.42
Volunteer Coordinator	\$11.00	rate not to exceed			

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Section 3: This ordinance shall become in force and effect as of December 1, 2018.

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

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

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

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

ATTEST:

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

1 INTRODUCED BY COUNCILMAN CAPUTA  
2 NOVEMBER 26, 2018

3  
4 BILL NO. 9460 ORDINANCE NO.

5  
6 **AN ORDINANCE PROVIDING COMPENSATION FOR EMPLOYEES**  
7 **AT THEIR MAXIMUM PAY RATE FOR FISCAL YEAR 2018-2019 AND**  
8 **PROVIDING AN EFFECTIVE DATE.**

9  
10 **WHEREAS** the City of Florissant would like to acknowledge active non-  
11 uniformed classified employees who continue to dedicate their talents and skills to their positions  
12 after many years of service and have reached their maximum pay rate.

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

16  
17 Section 1: That non-uniformed classified employees who have met their maximum pay  
18 rate be eligible for a two (2) percent merit increase on their anniversary date in fiscal year 2018-  
19 2019:

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21 Section 2: That said employee reached their maximum pay rate between 07/14/2014 –  
22 11/30/2018:

23  
24 Section 3: That said employee receives a minimum of a satisfactory employee  
25 performance evaluation in fiscal year 2018-2019, and has no corrective or disciplinary action  
26 during the evaluation period.

27  
28 Section 4: This ordinance shall become effective December 1, 2018.

29  
30 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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32 \_\_\_\_\_  
33 Jeff Caputa  
34 President of the Council

35  
36 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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38 \_\_\_\_\_  
39 Thomas P. Schneider  
40 Mayor

41 ATTEST:  
42 \_\_\_\_\_  
43 Karen Goodwin, MPPA/MMC/MRCC  
44 City Clerk