

*Our Vision - The City of Weldon Spring fosters a premier Community that is a safe place to live and enjoy life.*



**CITY OF WELDON SPRING  
BOARD OF ALDERMEN WORK SESSION  
ON THURSDAY, JUNE 13, 2024, AT 6:30 P.M.  
WELDON SPRING CITY HALL  
5401 INDEPENDENCE ROAD  
WELDON SPRING, MISSOURI 63304**

**\*\*\*\*TENTATIVE AGENDA\*\*\*\***

**\*\*\*\*WORK SESSION AGENDA 6/13/24 at 6:30 PM\*\*\*\***

**1. CALL TO ORDER**

**2. NEW DISCUSSION**

- A. Kisker Library Closure Discussion – Alderman Conley**
- B. Temporary Signage Discussion – Alderman Clutter**
- C. City Park Lake Improvement Project– Alderman Martiszus/City Administrator**

**3. ADJOURN WORK SESSION**

**\*\*\* No votes are to be taken at a Work Session.**

**PAGE 1 OF 1**

*Our Mission - The City of Weldon Spring will provide premier public services to the Community with integrity, transparency, and fiscal responsibility.*

*Our Vision - The City of Weldon Spring fosters a premier Community that is a safe place to live and enjoy life.*



**CITY OF WELDON SPRING  
BOARD OF ALDERMEN REGULAR MEETING  
ON THURSDAY, JUNE 13, 2024, AT 7:30 P.M.  
WELDON SPRING CITY HALL  
5401 INDEPENDENCE ROAD  
WELDON SPRING, MISSOURI 63304**

**\*\*\*\*BOARD OF ALDERMEN REGULAR TENTATIVE AGENDA – 6/13/24 at 7:30 PM\*\*\*\***

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL and DETERMINATION OF A QUORUM**
- 4. CITIZENS COMMENTS**

The public must be in person to speak during Citizens Comments or send comments in writing to the City Clerk (at [bhanks@weldonspring.org](mailto:bhanks@weldonspring.org)) prior to the Board meeting. Anyone wishing to speak shall state their name, their address, and limit their remarks to 3 minutes.
- 5. APPROVAL OF MINUTES**
  - A. May 9, 2024 – Work Session Minutes**
  - B. May 9, 2024 – Regular Board Meeting Minutes**
- 6. CITY TREASURER’S PACKET**
  - A. Paid Bills (May 3, 2024 – May 16, 2024)**
  - B. Paid Bills (May 17, 2024 – June 6, 2024)**
  - C. Credit Card Bill (April 2024)**
- 7. UNFINISHED BUSINESS**
- 8. NEW BUSINESS**
  - A. An Ordinance of the City of Weldon Spring, Missouri, to Establish a Procedure to Disclose Potential Conflicts of Interest and Substantial Interests for Certain Officials – Alderman Kolb**
  - B. 2024 Liquor License Renewals – City Clerk**
  - C. 2024 Amended Contract Agreement with St. Charles IT – City Administrator**
- 9. REPORTS & COMMITTEES**
  - A. Public Safety Report – SCCPD Representative**
  - B. City Attorney Report**
  - C. City Administrator Report (Informational) – City Administrator**
- 10. RECEIPTS & COMMUNICATIONS**
- 11. ADJOURNMENT**

**PAGE 1 OF 1**

*Our Mission - The City of Weldon Spring will provide premier public services to the Community with integrity, transparency, and fiscal responsibility.*

CITY OF WELDON SPRING  
BOARD OF ALDERMEN WORK SESSION  
MAY 9, 2024

**CALL TO ORDER:** A Work Session of the Board of Aldermen for the City of Weldon Spring was held on Thursday, May 9, 2024, at approximately 6:30 PM, at the Weldon Spring City Hall, which is located at 5401 Independence Road. The Work Session was called to order at 6:30 P0M by Mayor Licklider.

Alderman Clutter, Alderman Conley, Alderman Kolb, Alderman Martiszus, and Alderman Yeager were present. Aldermen Baker was absent/

Also, present were Mayor Licklider, Don Stolberg (City Administrator), Bob Wohler (City Attorney) and Bill Hanks (City Clerk).

**BUSINESS FOR DISCUSSION:**

**City Hall Facilities Condition Needs Assessment (FCNA) Discussion:** David Kehm, the architect from FGM Architects, gave a brief introduction and answered several questions from the Aldermen about the FCNA Report. Most of the questions were about American Disability Act (ADA) guidelines and the different cost for residential and commercial construction. He added that commercial codes are more stringent and have more requirements than residential codes, which increases the cost of construction.

Mr Kehm added that the cost estimate in the FCNA Report took in account inflation and increasing construction cost because he based the estimate on expected costs 1 or 2 years out because FGM Architects factor in time for design and the bid process for the project timeline. Also, he indicated that demolition cost of the current City Hall was included in the estimate.

After a lengthy discussion, the Board asked Mr. Kehm to prepare a high-level view breakdown of three options, which are to renovate the existing City Hall building, renovate with an addition to the existing City Hall, and build a new City Hall.

The Work Session was adjourned at 7:23 PM.

Respectfully submitted,

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William C. Hanks, City Clerk

CITY OF WELDON SPRING  
REGULAR MEETING OF THE BOARD OF ALDERMEN  
MAY 9, 2024

**CALL TO ORDER:** The Weldon Spring Board of Aldermen met for their regular meeting at Weldon Spring City Hall, 5401 Independence Road on Thursday, May 9, 2024, at 7:30 PM with Mayor Donald Licklider presiding.

**PLEDGE OF ALLEGIANCE:** Mayor Licklider asked everyone in attendance to stand and join in reciting the Pledge of Allegiance.

**ROLL CALL AND DETERMINATION OF QUORUM:** On a roll call, the following Aldermen were present:

Ward 1:	Alderman Clutter	Alderman Yeager
Ward 2:	Alderman Conley	Alderman Kolb
Ward 3:	Alderman Martiszus	

Alderman Baker was absent. A quorum was declared.

Also, present were Mayor Licklider, Bob Wohler (City Attorney), Don Stolberg (City Administrator), and Bill Hanks (City Clerk).

**PUBLIC COMMENTS:**

- **Don Schwaab, 265 Camelot Drive:** He stated that the Facility Condition Needs Assessment (FCNA) report was an eye opener for him that the City needs to find a solution for the current City Hall.

**MINUTES:**

**April 25, 2024 – Regular Board Meeting Minutes:** Alderman Clutter moved to approve the minutes from the April 25, 2024, regular meeting, as written. The motion was seconded by Alderman Yeager. **Motion carried** with 4 ayes. Alderman Martiszus abstained from voting.

**TREASURER’S REPORT:**

Alderman Yeager made a motion to accept the Treasurer’s packet of paid bills from April 19, 2024, to May 2, 2024. unpaid bills from April 26, 2024, to May 9, 2024, and the March 2024 Credit Card Bill. The motion was seconded by Alderman Clutter. **Motion carried** with 5 ayes.

**UNFINISHED BUSINESS:**

There was no unfinished business at this time.

**NEW BUSINESS:**

**Oath of Office:** Mr. Bill Hanks (City Clerk) swore in Phil Martiszus for a two-year term as Alderman in Ward III.

**Bill #1221 - An Ordinance Authorizing the Mayor of the City of Weldon Spring, Missouri, to Execute an Agreement with the Missouri Highways & Transportation Commission Regarding Sidewalk Construction & Maintenance Along Old Highway 94 Between Dunbarton Drive and South Breeze Road and Matters Relating Thereto:** Alderman Martiszus moved to introduce Bill #1221 for its first reading by title only. Alderman Clutter seconded the motion and the **motion carried**.

The emergency clause was built into the Bill #1221 at the request of Mayor Lickliger to move this project forward, which was previously approved in 2023 by a vote of the Board of Aldermen.

Alderman Martiszus made a motion to approve Bill #1221 for its second and final reading by title only. Alderman Clutter seconded the motion. On a roll call vote, the Bill #1221 was placed as Ordinance 24-08 as followed:

AYES: 5 – Clutter, Conley, Kolb, Martiszus, and Yeager

NOES: 0

ABSENT: 1 – Baker

**2024 Trail Sealing Bid Results:** Alderman Clutter moved to accept the bid from McConnell & Associates in the amount of \$12,113.50 for the 2024 Trailing Sealing Contract, seconded by Alderman Martiszus. **Motion carried** with 5 ayes.

**REPORTS AND COMMITTEES:**

**Public Safety Report:** The April Crime Statistic Report was submitted to the elected officials prior to the meeting.

**Parks & Recreation Advisory Committee (PRAC) Report:** Alderman Martiszus stated that next City's event is the Crooked Creek Park dedication is scheduled for May 18, 2024.

**ARC Chairman Appointment:** Alderman Martiszus made a motion to approve Mayor Lickliger's reappointment of Bill Wagner as Architectural Review Commission (ARC) Chairman, seconded by Alderman Clutter. **Motion carried** with 5 ayes.

There was a brief discussion about amending City Code to have the Architectural Review Commission (ARC) the authority to select their own chairman.

**City Administrator Report:** The City Administrator Report was submitted to the Board prior to the meeting.

There was a brief discussion about ways to market City events better.

**ADJOURNMENT:**

Alderman Kolb moved to adjourn the meeting at 8:12 PM, seconded by Alderman Clutter. **Motion carried** with 5 ayes.

Respectfully submitted,

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William C. Hanks, City Clerk

**PAID BILLS TO BE APPROVED  
MAY 3, 2024 -- MAY 16, 2024**

EXCEPT FOR THE ITEMS NOTED, THE ATTACHED LIST IS APPROVED BY THE BOARD OF ALDERMAN FOR PAYMENT. APPROVED THIS  
23RD DAY OF MAY 2024 \_\_\_\_\_, MAYOR

CLAIMS REPORT:05/16/24		REFERENCE	AMOUNT	CHECK #	CHECK DATE
VENDOR	REFERENCE	AMOUNT	CHECK #	CHECK DATE	
AMERICAN SOLUTION FOR BUSINESS	MISSOURI UNIFORM CITATIONS	\$310.00	9844	5/6/2024	
ANDY CLUTTER	MILEAGE REIMBURSEMENT SCMLM	\$25.46	10240223	5/14/2024	
ANDREW JOHNS	MILEAGE/REIMBURSEMENTS BANK	\$14.07	10240220	5/10/2024	
BILL SCHNELL	MILEAGE REIMB SCCO MEETING	\$38.86	10240219	5/9/2024	
BOMBHELL CONSTRUCTION SVCS	WS PARK/SIEDENTOP PARK	\$319,395.99	10240213	5/8/2024	
BUILDINGSTARS OPERATIONS INC	MONTHLY HOUSEKEEPING MAY 2024	\$240.00	10240205	5/6/2024	
CENTRAL BANK OF ST LOUIS	MAY SERVICE CHARGE	\$230.29	10240217	5/9/2024	
CUIVRE RIVER ELECTRIC	MONTHLY ELECTRIC 03/23-04/21	\$189.22	10240206	5/6/2024	
CUIVRE RIVER ELECTRIC	MONTHLY ELE SHED 03/23-04/21	\$188.50	10240207	5/6/2024	
CUIVRE RIVER ELECTRIC	MONTHLY ELE CABIN 03/23-04/21	\$30.36	10240208	5/6/2024	
CUIVRE RIVER ELECTRIC	MONTHLY ELE BARN 03/23-04/21	\$43.00	10240209	5/6/2024	
DIMENSIONAL SECURITY SYSTEMS	Q3 ALARM MONITORING APR-JUNE	\$48.00	10240210	5/6/2024	
DON LICKLIDER	REIMBURSEMENT/MILEAGE	\$109.77	16843	5/7/2024	
DOUGLAS R SMITH	MUNI COURT PA	\$650.00	9845	5/6/2024	
DUCKETT CREEK SANITARY DISTRIC	QTR SEWER FEE FEB24-MAY24	\$80.25	10240222	5/10/2024	
FASTSIGNS	EVENT BANNERS FOR 2024	\$2,100.03	9846	5/6/2024	
KANSAS CITY LIFE INS CO	GROUP LIFE INS MAY24	\$316.00	10240218	5/10/2024	
LEIBER HEATING AND AC	NO AC	\$580.77	9853	5/13/2024	
MISSOURI AMERICAN WATER COMPAN	WATER FOR SIEDONTOP PARK 04/12-05/02	\$23.50	9855	5/13/2024	
Z. MITCHELL JORDAN	TRIPS TO COSTCO FOR SUPPLIES	\$41.88	10240221	5/9/2024	
PURITAN SPRING WATER	BCITLLE WATER APR24	\$38.10	10240211	5/6/2024	
ROBERT WOHLER	LEGAL FEES APR24	\$250.00	9851	5/10/2024	
ST CHARLES BUS RECORD	PUBLIC NOTICE 6 MONTH REPORT	\$174.38	9852	5/10/2024	
ST CHARLES IT	IT SERVICES APR24	\$637.50	9848	5/6/2024	
ST CHARLES COUNTY MUNI LEAGUE	MEMBERSHIP DUES 2024	\$750.00	9850	5/10/2024	
SURECUT LAWNCARE ACQUISITIONS	ROW MOWING SEPT 2023	\$2,160.00	9847	5/6/2024	
SURECUT LAWNCARE ACQUISITIONS	ROW MOWING MARCH 24	\$6,317.00	9849	5/10/2024	
SURECUT LAWNCARE ACQUISITIONS	ROW MOWING APR24	\$6,317.00	9854	5/13/2024	
VERIZON WIRELESS	MONTHLY CELL WELDONSPRING	\$325.99	10240212	5/6/2024	
Accounts Payable Total		\$341,625.92			

**PAID BILLS TO BE APPROVED  
MAY 17, 2024 -- JUNE 06, 2024**

EXCEPT FOR THE ITEMS NOTED, THE ATTACHED LIST IS APPROVED BY THE BOARD OF ALDERMAN FOR PAYMENT. APPROVED THIS  
13TH DAY OF JUNE 2024 \_\_\_\_\_, MAYOR

CLAIMS REPORT:06/07/24				
VENDOR	REFERENCE	AMOUNT	CHECK #	CHECK DATE
AMEREN MISSOURI	TRAFFIC CAMERAS 04/12-05/13	\$18.04	10240224	5/21/2024
ANDREW JOHNS	MILEAGE/REIMBURSEMENTS	\$243.21	10240227	5/22/2024
AZAR PRINTING INC	NEWSLETTER PUBLISHING & POSTAGE	\$1,700.75	10240247	6/5/2024
BANKCARD SVCS - CENTRAL BANK	HERBICIDE, CHRGRS, CAM, CHEMIC	\$3,312.99	10240233	5/28/2024
BRADLEY & SARA DONLEY	REFUND PERMIT CONTROL#24-0002	\$150.00	16845	5/30/2024
CUIVRE RIVER ELECTRIC	MONTHLY ELECTRIC4/21-05/21	\$164.04	10240236	5/29/2024
CUIVRE RIVER ELECTRIC	MONTHLY ELECTRIC SHED	\$163.80	10240237	5/29/2024
CUIVRE RIVER ELECTRIC	MONTHLY ELECTRIC CABIN	\$36.41	10240238	5/29/2024
CUIVRE RIVER ELECTRIC	MONTHLY ELECTRIC BARN	\$52.00	10240239	5/29/2024
DELTA DENTAL OF MISSOURI	EMPLOYEES DENTAL INSURANCE	\$257.95	10240243	5/31/2024
DELTA VISION	VISION INSURANCE 06/01/24 cit	\$38.54	10240244	5/30/2024
DIDION ORF RECYCLNG	RECYCLING FOR SPRING FLING 24	\$850.00	9861	6/3/2024
DON STOLBERG	MILEAGE MAY 2024	\$286.76	10240234	5/29/2024
FASTSIGNS	SIGNAGE CORRCKED CREEK,LIVE MUS	\$750.01	9860	5/29/2024
HORNER-SHIFRIN	WELDON SPRING & SIEDENTOP	\$804.50	10240225	5/22/2024
JACK KINNAW	Band for Spring Fling	\$450.00	16846	6/4/2024
KANSAS CITY LIFE INS CO	GROUP LIFE INS 06/01/24	\$316.00	10240246	6/5/2024
LEIBER HEATING AND AC	HEAT/AC ISSUES DIAGNOSE THERM	\$244.62	9857	5/21/2024
METROPARK COMMUNICATIONS	TELEPHONE/INTERNET 03/25-04/24	\$471.13	10240242	5/30/2024
MISSOURI AMERICAN WATER COMPAN	WATER SERVICE TO PARK WS	\$54.69	9859	5/29/2024
MO DEPT OF NATURAL RESOURCES	ANNUAL CLEAN WATER PERMIT 2024	\$250.00	16847	6/4/2024
MO EMPLOYERS MUTUAL	MEM 0206949-20 ANNUAL LIAB	\$6,282.00	10240235	5/29/2024
MOCFCOA EASTERN DIVISION	BILL'S INSTILLATION 7 PEOPLE	\$245.00	16848	6/6/2024
REPUBLIC SERVICES	TRASH SERVICE JUNE 2024	\$153.33	9862	6/3/2024
ROBERT WOHLER	LEGAL FEES MAY 2024	\$305.00	9863	6/3/2024
TERRA ENGINEERING LTD	23-296 WOLFRUM ROAD SAFETY STUDY	\$750.00	10240245	5/31/2024
TERRA ENGINEERING LTD	TRAFFIC CAMERAS	\$1,400.00	10240245	5/31/2024
TRUGREEN LIMITED PARTNERSHIP	LANDSCAPING/FERTIALIZATION 5/14	\$1,064.39	10240240	5/29/2024
UNITED HEALTHCARE	EMPLOYEE HEALTH INS JUNE 2024	\$4,932.10	9856	5/21/2024
VERIZON WIRELESS	MONTHLY CELL 04/20-05/19/24	\$325.99	10240241	5/29/2024
WEX BANK	FLEET GAS CARD APRIL 2024	\$519.44	9858	5/28/2024

WILLIAM C HANKS	MILEAGE REIMB	\$165.22	10240226	5/22/2024
Accounts Payable Total		\$26,757.91		

**PAID CREDIT CARD BILLS TO BE APPROVED  
APR CHARGES**

EXCEPT FOR THE ITEMS NOTED, THE ATTACHED LIST IS APPROVED BY THE BOARD OF ALDERMAN FOR PAYMENT. APPROVED THIS  
13TH DAY OF JUNE 2024 \_\_\_\_\_, MAYOR

Mastercard  
24-May  
APRIL CHARGES

Account #	Account Description	ALBERT	BOB	BILL	DON	MITCHELL	HOWIE	LAURA	TOTAL
10.10.5201	Meals, Travel, Lodging			\$(224.64)					\$(224.64)
10.10.5203	Training and Education				\$ 52.00				\$ 52.00
10.10.5204	Dues & Subscriptions			\$ 50.00		\$ 279.88			\$ 329.88
10.10.5212	Printing			\$ 16.99					\$ 16.99
10.10.5243	City Hall Office Supplies							\$ 56.06	\$ 56.06
10.10.5952	Misc - General Fund							\$ 176.39	\$ 176.39
20.20.5216	Events in the Park	\$19.98				\$ 798.69			\$ 818.67
20.20.5220	Kids Fish Derby						\$109.41		\$ 109.41
20.20.5232	Park Uniforms	\$119.88							\$ 119.88
20.20.5236	Park - Repairs / Maintenance	\$69.98				\$ 458.95	\$359.41		\$ 888.34
20.20.5237	Park Equipment-Repairs/Maint	\$249.51	\$ 125.30				\$75.92		\$ 450.73
20.20.5240	Park Equipment- rental						\$120.00		\$ 120.00
20.20.5241	City Hall - Repairs/Maintenance					\$ 158.93			\$ 158.93
20.20.5243	Parks General Supplies	\$165.31				\$ 8.63	\$26.43		\$ 200.37
20.20.5952	Misc - Parks Fund		\$ 39.98						\$ 39.98
<b>TOTAL</b>		\$ 624.66	\$ 165.28	\$(157.65)	\$ 52.00	\$ 1,705.08	\$ 691.17	\$ 232.45	\$ 3,312.99

**PAID**  
MAY 21 2024  
By: 16240233

**ENTERED**  
6/22/24

\*\*\*\*\*

**AN ORDINANCE OF THE CITY OF WELDON SPRING, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS**

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**BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WELDON SPRING, MISSOURI, AS FOLLOWS:**

**SECTION 1: *Declaration of Policy***

The proper operation of government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the government structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a procedure for disclosure by certain officials and employees of the City, their private financial or other interests in matters affecting the city.

**SECTION 2: *Conflicts of Interest***

- A. All elected and appointed officials as well as employees of a political subdivision must comply with Chapter 105 of Missouri Revised Statutes on conflicts of interest as well as any other state laws governing official conduct.
- B. Any member of the governing body of the City who has a “substantial or private interest” in any measure, bill, order or ordinance proposed or pending before such governing body must disclose that interest to the secretary or clerk of such body and such disclosure shall be recorder in the appropriate journal of the governing body. Substantial or private interest is defined as ownership by the individual, his or her spouse, or his or her dependent children, whether singularly or collectively, directly or indirectly of: (1) 10% or more of any business entity; or (2) an interest having a value of \$ 10,000 or more; or (3) the receipt of a salary, gratuity, or other compensation or remuneration of \$ 5,000 or more per year from any individual, partnership, organization, or association within any calendar year.

**SECTION 3: *Disclosure Reports***

Each elected official, candidate for elective office, the chief administrative officer, the chief purchasing officer, and the full-time general counsel shall disclose the following information by May 1<sup>st</sup> of each year, or the appropriate deadline as referenced in Section 105.487, RSMo, if any such transactions occurred during the previous calendar year.

- A. For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction with a total value in excess of five hundred dollars (\$ 500.00), if any, that such person had with



the political subdivision, other than compensation received as an employee or payment of any tax, fee or penalty due to the political subdivision, and other than transfers for no consideration to the political subdivision.

- B. The date and the identities of the parties to each transaction known to the person with a total value in excess of five hundred dollars (\$ 500.00), if any, that any business entity in which such person had a substantial interest, had with the political subdivision, other than payment of any tax, fee or penalty due to the political subdivision or transactions involving payment for providing utility service to the political subdivision, and other than transfers for no consideration to the political subdivision.
- C. The chief administrative officer, chief purchasing officer, and candidates for either of these positions also shall disclose by May 1<sup>st</sup> of each year, or the appropriate deadline as referenced in Section 105.487, RSMo, the following information for the previous calendar year.
1. The name and address of each of the employers of such person from whom income of one thousand dollars (\$ 1,000.00) or more was received during the year covered by the statement;
  2. The name and address of each sole proprietorship that he or she owned; the name, address and the general nature of the business conducted of each general partnership and joint venture in which he or she was a partner or participant; the name and address of each partner or co-participant for each partnership or joint venture unless such names and addresses are filed by the partnership or joint venture with the Missouri Secretary of State; the name, address and general nature of the business conducted by any closely held corporation or limited partnership in which the person owned ten percent (10%) or more of any class of the outstanding stock or limited partnership units; and the name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent (2%) or more of any class of outstanding stock, limited partnership units or other equity interests;
  3. The name and address of each corporation for which such person served in the capacity of a director, officer or receiver.

**SECTION 4:** *Filing of Reports.*

- A. The financial interest statements shall be filed at the following times, but no person is required to file more than one financial interest statement in any calendar year.
1. Every person required to file a financial interest statement shall file the statement annually not later than May 1<sup>st</sup> and the statement shall cover the calendar year ending the immediately preceding December 31<sup>st</sup>; provided that

BILL NO. \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

any member of the Board of Aldermen may supplement the financial interest statement to report additional interests acquired after December 31<sup>st</sup> of the covered year until the date of filing of the financial interest statement.

- 2. Each person appointed to office shall file the statement within thirty (30) days of such appointment or employment covering the calendar year ending the previous December 31<sup>st</sup>.
- 3. Every candidate is required to file a personal disclosure statement shall file no later than fourteen (14) days after the close of filing at which the candidate seeks nomination or election or nomination by caucus. The time period of this statement shall cover the twelve (12) months prior to the closing date of filing for candidacy.

B. Financial disclosure reports giving the financial information required in Section 3 shall be filed with the City Clerk and with the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

**SECTION 5:** *Filing of Ordinance*

A certified copy of this ordinance, adopted prior to September 15<sup>th</sup>, shall be sent within ten (10) days of its adoption to the Missouri Ethics Commission.

**SECTION 6:** *Effective Date*

This ordinance shall be in full force and effect from and after the date of its passage and approval and shall remain in effect for two (2) years from the date of passage.

*READ TWO TIMES AND PASSED BY THE BOARD OF ALDERMEN OF THE CITY OF WELDON SPRING, MISSOURI, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024.*

\_\_\_\_\_  
Donald D. Lickliger, Mayor

Attest:

\_\_\_\_\_  
William C. Hanks, City Clerk

To approve Bill #1178

Motioned: \_\_\_\_\_ Kolb \_\_\_\_\_

**BILL NO.** \_\_\_\_\_

**ORDINANCE NO.** \_\_\_\_\_

To approve Bill

Motioned: \_\_\_\_\_

Seconded: \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstention</u>
Baker	___	___	___
Clutter	___	___	___
Conley	___	___	___
Kolb	___	___	___
Martiszus	___	___	___
Yeager	___	___	___
Licklider	___	___	___

Absent: \_\_\_\_\_



# City of Weldon Spring

## *City of Tradition and Progress*

5401 Independence Road

Weldon Spring, MO 63304

Phone: 636-441-2110

Fax: 636-441-8495

Email: [cityofweldonspring@weldonspring.org](mailto:cityofweldonspring@weldonspring.org)

Board of Trustees & CEO  
St. Charles City-County Library District  
77 Boone Hills Dr.  
St. Peters, MO 63376

05/28/2024

Dear Members of the Board, Library CEO Jason Kuhl,

I am writing to express my deep concern and strong opposition to the proposed closure of the Kisker Road Library branch. As Mayor of Weldon Spring, I have witnessed firsthand the invaluable role this library plays in the lives of our residents and the broader community.

The Kisker Road Library branch is more than just a place to borrow books. It is a vital community hub that provides access to educational resources, technology, and programs that foster learning and personal growth for individuals of all ages. Many of our residents, including students, seniors, and families, rely on the library for internet access, research assistance, and a quiet place to study. It is also a safe and welcoming space for community gatherings and events that promote civic engagement and social connection.

The library's contributions to literacy and lifelong learning are immeasurable. In a time when digital resources are increasingly essential, the Kisker Road Library branch ensures that all members of our community, regardless of socioeconomic status, have equal access to these critical tools. The potential closure of this branch would create a significant void, depriving many of the resources they depend on to succeed in school, seek employment, and stay informed.

Furthermore, the branch's location is particularly convenient for Weldon Spring residents. Its proximity allows easy access for those who may have limited transportation options. Closing this branch would force our residents to travel farther, which could be a considerable burden, especially for our elderly and disabled community members.

I urge the Board to reconsider the decision to close the Kisker Road Library branch. Instead, I encourage you to explore alternative solutions that would allow this essential community resource to continue serving the residents of Weldon Spring and the surrounding areas. Please consider working with the governments to find solutions for the future. The impact of this closure would be deeply felt, and the long-term consequences on our community's access to knowledge and education could be profound.

Thank you for your attention to this critical matter. I look forward to working with you to find a solution that preserves the Kisker Road Library branch for the benefit of all.

Sincerely,

Donald Licklider  
Mayor of Weldon Spring  
636.441.2110  
5401 Independence Rd.  
Weldon Spring, MO 63304



# CITY OF WELDON SPRING

5401 Independence Road  
Weldon Spring, MO 63304  
phone: (636) 441-2110  
fax: (636) 441-8495  
[www.weldonspring.org](http://www.weldonspring.org)

## MEMORANDUM

To: Mayor and Board of Aldermen Date: 6/10/24  
From: Bill Hanks, City Clerk  
Subject: 2024 Liquor License Renewals  
Cc: Donald Stolberg, City Administrator

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After doing my due diligence, I found that these applicants are compliant with Chapter 600 of the Weldon Spring Municipal Codes. My recommendation to the Board of Aldermen is to grant final approval on the following Liquor Licenses for the period of July 1, 2024, through June 30, 2025:

- Cecil Whittaker's Pizzeria at 1017-1019 Wolfrum Road
- Lutheran Senior Services (Breese Park) at 600 Breese Park Drive
- Mad Dog & Cats Restaurant at 1005 Wolfrum Road
- Persimmon Woods at 6401 Weldon Spring Road
- Rage-N- Bull Bar & Grill at 1048 Wolfrum Road
- Walgreens #6049 at 1003 Wolfrum Road

## CONTRACT AGREEMENT

This Agreement, made the \_\_\_\_ day of \_\_\_\_\_ 2024, and between ST. CHARLES IT Parties of the First Part, hereinafter called the "Contractor", and the CITY OF WELDON SPRING, MISSOURI, Party of the Second Part, and hereinafter called the "City".

WITNESSETH: That the City and the Contractor for the consideration hereinafter named agree as follows:

### ARTICLE 1. Scope of Work:

The Contractor shall furnish all the labor, technical expertise, and installation materials and perform all of the work outlined in the specifications and outline related to and entitled **Information Technology (IT) Support and Managed Services**, prepared by the City of Weldon Spring, 5401 Independence Road, Weldon Spring, Missouri 63304.

The Work to be done under this Contract consists of planning, monitoring, implementation and communicating all work described in the original 2021 RFP document, Addendum(s) and furthermore, shall be in conformance with all applicable terms and conditions as called out in the RFP document and the Contractor's submitted proposal response, as well as all state and local laws and ordinances. Should a conflict in scope of work or terms and conditions arise between the City's RFP document and the Contractor's proposal response, the City's RFP shall take precedence.

Contractor will provide maintenance and support for the existing hardware and software including all desktops, laptops, modems, switches, servers, and related equipment. Contractor will provide support and troubleshooting for remote access solutions including VPN access, remote desktop and email including remote access setup of off-site computers. Contractor will make a best effort to resolve as many issues as possible remotely and will come On-Site in the event remote resolution is not possible. Projects outside the scope of the above to maintain the existing network are billed separately including but not limited to setting up 2nd or additional offices or system changes expanding beyond what is currently in use in the network are beyond the scope of this Agreement. These project charges will be billed separately at Contractor's then hourly rate for service, currently \$95.

### ARTICLE 2. The Contract Sum:

The City shall pay the Contractor for the performance of the Contract Agreement seven hundred twelve Dollars and fifty cents/Dollars or (\$712.50) a month for Standard Services and pay ninety five Dollars and zero/Dollars or (\$95.00) an hourly rate for Special Projects as basis for performance of the Contract, subject to additions and deductions provided herein, in current funds at the prices named/detailed in a Supplemental Agreement which if agreed to by both parties shall be attached hereto and made a part of this proposal document and this Contract Agreement. Requests for any fee increases or changes may be considered biennially and shall only be adjusted upon mutual agreement by and between both parties.

### ARTICLE 3. Continuation and Termination of Contract:

The Contract for services will renew annually unless either party submits in writing at least thirty (30) days prior to the renewal anniversary date notice of termination of the Contract. Furthermore, the Contract may only be terminated by either party without penalty upon receipt of a thirty (30) day notice in writing or electronic mail. Any remaining balance owed must be paid within thirty (30) days from the invoice due date.





# CITY OF WELDON SPRING

5401 Independence Road  
Weldon Spring, MO 63304  
phone: (636) 441-2110  
fax: (636) 441-8495  
[www.weldonspring.org](http://www.weldonspring.org)

## MEMORANDUM

To: Board of Aldermen members Date: 06/10/23  
From: Mitchell Jordan, Community Relations Manager  
Subject: Weldon Spring City Park Lake Improvements  
Cc: PRAC

The following is a summary of the Lake Project to date:

Attachment 1 is the original Scope of work requested via City Staff per the desires of the PRAC in November of 2023. Staff approached Horner Shifrin to quote this project as an add on to the Pavilion, Amphitheater, Crooked Creek Park Projects, thus avoiding the need for a formal Request for Qualifications.

After this was submitted Horner Shifrin came back with a project scope (Attachment 2) on 01/18/2024. Their proposal included Master planning and engineering for the Lake, forebay, dam, and outflow creek.

The quoted cost of services for Park Schematic Design and Master Planning Services Total: \$56,900. For an additional \$10,400 the service providers would prepare grant documents and coordinate public engagement forums. City Staff discussed with Horner Shifrin to add construction plans or final designs to the scope. The Board approved \$50,000 in the FY2024 budget for these lake planning services.

No further work on this project was after the Board declined to move forward citing cost and service provider concerns. Early the year the Board decided to pursue having the MDC assist with the project in some capacity, with the hope of them covering the design and grant funding. City Staff and the Board met with the MDC fisheries manager, John Schulte about possibly forming a partnership. Mr. Schulte stated the MDC would be able to assist in small ways (plan review, additional testing, etc.) but could not assist with engineering and grants. The project has since been tabled by the Board of Aldermen.

## Attachment 1

<b>City of Weldon Spring – Civil Engineering Services Project Scope</b>	
<b>Location:</b>	5401 Independence Rd., Weldon Spring, MO 63304
<b>Project Objectives:</b>	Provide Site, Amenity, Utility Design, and Land Surveying Services
<b>Park Improvement Areas:</b>	Weldon Spring City Park is located at 5401 Independence Rd. see Location Map for reference.
<b>Estimated Project Timeline:</b>	Time is of the Essence. The site design and land surveying services outlined below should begin once a Notice To Proceed is issued and be substantially completed within forty-five (45) calendar days.
<b>Consultant Services Required:</b>	<p>The City of Weldon Spring needs civil engineering services to design site improvements, for <b>Exhibit A – Weldon Spring City Park Lake</b> for concept plans and list of itemized improvements and amenities desired by the City.</p> <p><b>Site Design</b> – Provide engineering services for: dredging, grading/excavating, stormwater/drainage, geotechnical, ADA, sidewalks, shared use paths, and utility extensions/connections design details, plans, and construction bid documents.</p> <p><b>Landscape Architecture</b> – Provide design and coordination for site improvements in relation to aesthetics and function of the site.</p> <p><b>Bid Process Management</b> – Manage the bidding process for potential contractors of the site improvements.</p> <p><b>Surveying and Utility</b> – Provide surveying and utility coordination for site improvements.</p> <p><b>Construction Material Testing and Inspection</b> – Provide material sampling, testing, and SWPPP compliance.</p> <p><b>Project Management</b> – Provide project management and inspection for construction and installation activities on municipal project.</p>

### **Exhibit A: Weldon Spring City Park Lake – Figure 4.2 City Park Master Plan Recommendations**

Desired and conceptual site improvements referenced in Figure 4.2 as the item labeled #3 shall include the following:

- **Lake dredging, Storm water management systems and shoreline/bank restoration:**
  - **Lake Dredging:** Hydrologic or Mechanical dredging, or other recommended methods to remove silt from the lake bottom reestablishing lake depth.
  - **Water & Aquatic-life Management:** Installation of water management systems (1-Fountain, 2- Aerators, etc.) and habitats for aquatic-life.
  - **Bank & Shoreline Restoration:** Prioritize aesthetics and function of the lake for public recreation use (City Events, fishing, etc.) while using natural elements and native plant life. Include potential

improvements for Lake Forebay, drainage ditch, banks & shorelines to combat erosion and improve aesthetics.

- ADA Access: analyze the existing ADA access and recommend improvement or additions.
- Connections to existing walking trail.
- Extension of electrical connection
- Miscellaneous Park improvements such as benches, trash cans, landscaping, bike rack, signage, etc.

Professional Services shall include the following:

- Land/elevation survey with control points for design purposes.
- Improvement/amenity specific Site Plan details.
- Grading and excavation details.
- Review stormwater detention requirements and provide appropriate BMP designs if needed.
- Stormwater Pollution Prevention Plan (SWPPP) for site development.
- Prepare Construction Cost Estimate of identified improvements, amenities, and major construction activities.
- Preparation of construction bid documents and manage bidding process.

## Attachment 2

City of Weldon Spring  
5401 Independence Road  
Weldon Spring, MO 63304  
(636) 441-2110 ext 102

Re: Weldon Spring City Park Pond Improvements  
Proposal to Provide Surveying, Planning, and Professional Engineering Services  
H&S Opportunity Number P230611

Dear Michael,

Horner & Shifrin, Inc., teaming with Planning Design Studio, LLC, is pleased to submit our proposal to provide planning, surveying, and professional engineering services for the proposed improvements centered around the City Park 0.85-acre pond in Weldon Spring, Missouri. We understand the scope of the project to include survey of the park in and around the pond, refinement of the park's Master Plan, and dredging considerations for the existing pond.

### PROPOSED SCOPE OF SERVICES

#### SCOPE OF SERVICES

The City of Weldon Spring has invited Horner & Shifrin to provide a proposal for design of improvements to the 0.85-acre lake on the City's property at 5401 Independence Road. The Consultant Team will provide the following Scope of Services:

##### 1.0 Data Collection

1.1 Attend a kick-off meeting with City representatives including the Park Board and/or Implementation Committee to review schedule and develop project goals. It is our understanding that the project objectives include lake dredging, stormwater management, and shoreline/bank restoration. The Consultant team will explore each of these objectives in more detail and define goals that can be measured. (PDS, H&S)

###### 1.1.1

Lake Dredging –Removal recommendations will be considered to present to the City, along with methods of removal and alternatives for relocation of the removed material. (H&S)

###### 1.1.2

Water and Aquatic Life Management – Provide options for the aeration of the lake, along with restructuring of the bottom of the lake for creation of channels and ridges for fish habitat. Aeration may be in the form of a fountain or aerator, and electrical connections will be reviewed. (PDS)

###### 1.1.3

Bank and Shoreline Restoration – Prioritize aesthetics and function of the lake for public recreation use (City Events, fishing, etc.) while using natural elements and native plant life. (PDS) This will include analysis of the stormwater runoff for potential improvements to the Lake Forebay, the drainage ditch, banks, and shorelines to combat erosion and improve aesthetics. (H&S) Additionally, the discharge path of the lake will be reviewed for aesthetics and improvements for opportunities for park users to interact with the environment. (PDS)

###### 1.1.4

ADA Access and Connections to Existing Trail – Analyze the existing ADA access to the fishing dock and path surrounding the lake to recommend improvements or additions. Additional fishing

locations do not need to be ADA compliant, but additional mulch paths around the north side of the lake may be requested. (PDS, H&S)

1.1.5 Fishing Dock Improvements – Investigate opportunities for improving the visual appearance of the dock including the possibility of expanding the dock along the lake berm. (PDS, H&S)

1.2 Gather project data from identified sources, previous efforts, and collect or develop the background data necessary to adequately analyze the existing conditions and develop alternative approaches to achieve the goals and objectives as follows:

1.2.1 Pond Dredging - Bathometric survey will be performed to understand the existing elevation of the lake bottom. This information will be cross-referenced with the original design plans for the pond to understand the amount of silts that exists on the bottom of the pond. (H&S)

1.2.2 Pond Hydrology – The Consultant Team will develop a pond hydrologic model for use in the analysis. In order to develop this information, drainage basin topography, drainage network data, soil types, and impervious surfaces, among other data will be used. The data will be used to delineate the drainage basin and determine the time of concentration and, ultimately, peak flow rates for design rain events. The pond forebay will be reviewed for existing working conditions and the design parameters for water quality. The pond outfall structure will be modeled to predict the peak stage, discharge flow rate and detention volumes for the various design storm events. One item that could be of high importance is whether this pond is subject to detention, water quality, and channel protection requirements by the City of Weldon Spring or St. Charles County. (H&S)

1.2.3 Pond Maintenance – The Consultant Team will also need to know the current pond and surrounding area maintenance procedures. Maintenance would include the schedule and amounts of chemical applications in the pond for emergent control as well as the schedule and amounts of fertilizer and weed control type chemical applications in the park. (PDS) This data will help inform water quality and habitat topics as well as identify potential non structural Best Management Practices (BMP) that may apply. (PDS, H&S)

1.2.4 Pond Miscellaneous – There may be other, miscellaneous data that is necessary such as data regarding the pond design, liners, and associated equipment. (PDS, H&S)

1.2.5 Channel Data – The Consultant Team will obtain existing geometric data for the channel (slope, width, depth) from topographic survey, as well as a sense of how the City would like the channel managed. (PDS, H&S)

1.2.6 Water Quality Data – Any previous pond water quality data will be needed for use in identifying water quality goals and developing methods to achieve those goals. (H&S)

1.2.7 Existing Dock Data – Any permits or design plans for the existing fishing dock. (H&S)

1.3 Site Visit and Field Work: Conduct field work as necessary to generate any data that is determined to be necessary but not otherwise available. Field work may include, but is not limited to the following:

1.3.1 Conduct a site visit and provide an overview analysis of the lake site within the context of City Hall Park. Prepare a written summary of the field observations. (PDS, H&S)

1.3.2 Additional topographic survey of the area around the lake, berm, fishing dock, and outfall channel. (H&S)

1.3.3 Bathometric survey to determine amount of material to be dredged from the lake bottom. (H&S)

## 2.0 Analysis, Findings, & Schematic Designs

2.1 Data Analysis – The Consultant Team will evaluate the data to help structure the various alternatives to achieving the goals and objectives. The data analysis phase includes schematic design of alternative approaches. The Consultant Team will initially select the alternatives that most

practically meet the project goals. Design alternatives may include, but are not limited to the following:

2.1.1 Creating a natural rock channel discharge downstream of the pond – this may involve drops in the channel constructed to look like natural rock outcroppings. (PDS)

2.1.2 Emergent vegetation in the pond – A shallow shelf could be constructed in designated areas to create a location for emergent wetland and lake edge vegetation to grow. The vegetation would help with water quality, fish habitat, and geese control. (PDS)

2.1.3 Ledge rock pond edge – In areas where it is desirable for park patrons to be immediately at the water edge for fishing and viewing, a ledge rock edge may be preferred to accommodate the patrons and to provide immediate depth to the pond at the edge as a form of emergent control. (PDS)

2.1.4 Fishing habitat – Submerged habitat (grading, spawning shelves, submerged vegetation) may be added in association with those areas along the lake edge where patrons are encouraged to fish. (PDS)

2.1.5 Fishing Dock – Improvements or expansion of the current dock that encourages close interaction with the pond and fishing. (H&S)

2.1.6 Aeration Recommendations – Provide initial recommendations with regard to the fountain or aeration devices. (PDS)

2.1.7 Pond Dredging – Provide initial recommendations for dredging of deposited material, drying of material, and then relocation to another location on the property for future use or removal from the property. (H&S)

2.1.8 Perimeter Pathway Improvement Recommendation – Suggest improvements to perimeter pathway and include recommendations for possible mulch paths, benches, trash receptacles, etc. (PDS, H&S)

2.2 The Consultant Team will prepare an illustrative master plan drawing of the pond showing the proposed master plan improvements. Sketch sections and precedent images will be provided to help communicate the concepts shown on the master plan. (PDS) Schematic design plan for property to be included for engineering purposes. (H&S)

2.3 Work Session – The Consultant Team will present the results of the alternatives analysis to the Park Board, Implementation Committee, and staff at a joint work session meeting. The goal of this Work session will be the development of a list of program items, a schedule, and project budget which will be the basis of the Implementation Plan. (PDS, H&S)

2.4 Optional Public Engagement Forum – Conduct an optional public engagement forum. This forum will present the findings and concepts to the public. This public engagement forum will be structured as an open house or town hall meeting, with a designated time for a short presentation of findings and solicit input by the public. (PDS, H&S)

2.5 Optional Grant Assistance: The Consultant Team can prepare support graphics and narrative for grant funding applications. (PDS, H&S)

#### PROPOSED FEE

The proposed hourly-not-to-exceed fee for the above services is broken down as follows (see attached documents for additional backup information and hourly rates):

1. Horner & Shifrin, Inc. (H&S)

a. Civil/Site Schematic Engineering	\$29,400
b. Dredging Schematic	\$2,000
c. Ground topo around lake/outfall	\$7,400

d. Lake bottom topo	\$2,800
e. Reimbursable Expenses	\$100
2. Planning Design Studio, LLC (PDS)	
a. Master Planning	\$15,200
3. Optional Services	
a. Public Engagement Forum (H&S)	\$3,500
b. Public Engagement Forum (PDS)	\$1,900
c. Prep of Materials for Grants (H&S)	\$2,500
d. Prep of Materials for Grants (PDS)	\$2,500
<b>Park Schematic Design and Master Planning Services Total:</b>	<b>\$56,900</b>
With Optional Services:	\$67,300

#### ASSUMPTIONS

1. Park design will follow Master Planning effort and cost discussions with City personnel. Based on schematic design cost opinions provided during this phase, the City will choose options for further design.
2. Electronic submittals to Owner and utility contacts are sufficient. No paper copies of plans will be submitted. If required, cost of copies will be reimbursed by Owner.
3. Regulatory floodplain and floodway will not be impacted by design.
4. Delineated wetlands will not be impacted by design.

#### SERVICES SPECIFICALLY EXCLUDED

The following services are not included in Engineer's scope of work for this project, unless specifically otherwise indicated herein, but can be provided for additional fee if desired:

1. Construction plans or final design of any park improvements.
2. Floodplain or floodway analysis.
3. Wetlands delineation or mitigation.
4. Landscape, irrigation, or outdoor lighting design.
5. Permitting or review fees.
6. Specifications book (JSPs will be provided).
7. Material Testing and Construction Inspection.
8. Attendance at Planning Commission or County Council meetings.

#### ADDITIONAL SERVICES

Additional services can be performed at current hourly billing rates.

#### SCHEDULE

We will work with the City to provide the requested services within a mutually agreeable schedule.

If this proposal is acceptable, please forward your standard contract for engineering services for review and approval. We greatly appreciate the opportunity to provide this proposal and look forward to working toward the successful completion of the project.