



**CITY OF WELDON SPRING
BOARD OF ALDERMEN REGULAR MEETING
ON TUESDAY, MAY 12, 2020, AT 7:30 P.M.
WELDON SPRING CITY HALL
5401 INDEPENDENCE ROAD
WELDON SPRING, MISSOURI 63304**

******TENTATIVE AGENDA******

As a precautionary measure to help prevent the exposure and the spread of the Coronavirus (COVID-19) pandemic, A NOTICE IS HEREBY GIVEN that the Regular Board of Aldermen Meeting will be conducted virtual meeting by video-conference and/or audio-conference call, you may attend the meeting on a desktop, laptop, mobile device, or telephone by following the highlighted instructions below.

Link to join Zoom Video-Conference Meeting:

<https://us02web.zoom.us/j/89633015457?pwd=M2RWY29hanEwcUg4SSStXajFVUDerZz09>

Meeting ID: 896 3301 5457

Password: BOA200512

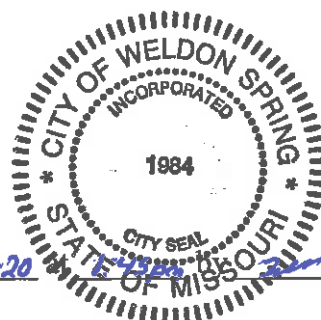
Or by telephone dial: 1-312-626-6799

Meeting ID: 896 3301 5457

Password: 454452

Instructions for providing public comments: Persons interested in making their views known on any matter should send an email with their comments to the City Clerk at bhanks@weldonspring.org no later than 6 p.m. on the day of the meeting. All comments received will be entered into the meeting minutes for public record and must include the person name and address. All comments will also be distributed to the entire Board at or before the meeting. Thank you for your understanding and patience as we all try to get through these unprecedented times.

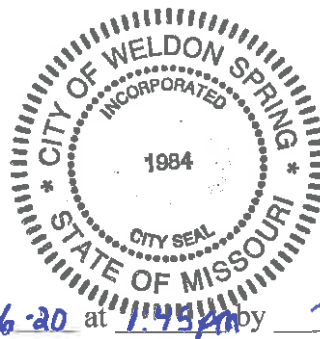
This notice was posted at 5401 Independence Road on 5-6-20 *Don C. Clarke*



****AGENDA****

1. **CALL TO ORDER**
2. **ROLL CALL and DETERMINATION OF A QUORUM**
3. **PRESENTATIONS**
 - A. Skip Stephens (Cottleville Fire Department) – Prop Fire
4. **APPROVAL OF MINUTES**
 - A. April 23, 2020 – Regular Board Meeting Minutes
5. **CITY TREASURER**
 - A. Paid Bills (4-8-20 – 5-5-20) & Unpaid Bills (4-15-20 – 5-12-20)
6. **UNFINISHED BUSINESS**
 - A. City Engineering & Planning Services ****TABLED****
7. **NEW BUSINESS**
 - A. Executive Order 2020-01 – An Order Offering Local Relief to Provide Flexibility to Local Businesses in Effort to Aid the Economic Recovery Process – **Mayor Licklider (Informational)**
 - B. Liquor License Renewals Emergency Waiver Extension – **City Clerk (BOA Approval)**
 - C. Firework Stand Approval – **City Administrator**
 1. Dave Shaiper Fireworks, LLC - Wolfrum Crossing Shopping Center
 2. Hales Firework, LLC - Independence Road (adjacent to the DQ)
 3. Meramec Specialty Co. - Highway 94 & Siedentop Road
 3. Meramec Specialty Co. - Technology Drive
 5. Powder Monkey - Cornerstone Crossing
 - D. Concrete Replacement Maintenance Project Change Order #1 – **City Administrator**
 - E. Website Redesign/Hosting RFP – **City Administrator (Informational)**
8. **REPORTS & COMMITTEES**
 - A. PRAC Committee
9. **RECEIPTS & COMMUNICATIONS**
10. **ADJOURNMENT**

Copies of all ordinances proposed to be introduced for consideration by the Board of Alderpersons meeting and any other items included in the Board of Aldermen's Board Packet are available for public inspection on the City of Weldon Spring's website or at the Office of the City Clerk. The City Clerk can be contacted at bhanks@weldonspring.org or 636-441-2110.



This notice was posted at 5401 Independence Road on 5-6-20 at 1:45pm by W L Banks

Proposition Fire

What is Prop. Fire?

Prop. Fire is a zero tax rate change bond proposal on the June 2 ballot. If approved by voters, it will provide funding to maintain our emergency services by replacing outdated fire trucks and updating aging equipment and facilities. This will allow us to keep our growing community and firefighters safe without a change in the tax rate.

If Prop. Fire is approved by the community, the District will :

- Replace its fleet of outdated fire trucks
- Update aging firefighting equipment and gear
- Provide additional training opportunities
- Update, repair and maintain the District's four fire stations, administration building and multipurpose training facility

Why is now the time for Prop. Fire?

As our community grows, so does its need for emergency services. In 2002, nearly 20 years ago, the community approved a Fire District bond issue. Through conservative spending and strong financial management, the resources from this proposal have funded equipment and facility needs for the Fire District, including the purchase of our current fleet of fire trucks and repairs and maintenance to fire stations and other District facilities. Our fleet of fire trucks is now the oldest in the area and older than recommended by national standards. Maintenance costs continue to increase, having more than tripled since 2008 to more than \$100,000 per year.

Prop. Fire would renew the original bonds, providing the resources to continue to update and maintain our equipment and facilities without an increase in the tax rate.

Funding from the 2002 bond issue lasted the District almost 20 years.

How long is Prop. Fire funding expected to last?

The District expects funds from the proposal to provide equipment and facility updates for more than 15 years; depending on the economic environment, it could last another 20 years.

What would the Prop. Fire funding be used for?

The District has developed a long-range facilities and equipment plan to meet the community's immediate fire and rescue needs, and also plan for its future. Projects include updating the fleet of fire trucks, rescue equipment including the Jaws of Life (extrication tools) and firefighting gear, and maintenance and updates to District facilities.

How has the District changed since the last bond issue in 2002?

We have seen dramatic growth since the last bond issue. Our District protects 38 square miles of St. Charles including the entire City of Cottleville and portions of St. Peters, O'Fallon, Weldon Spring, Dardenne Prairie and unincorporated St. Charles County. According to estimates from the U.S. Census Bureau, the City of Cottleville alone has seen a 76% increase in population in the past ten years. This increase in population is linked to a rise in emergency calls. In the past 10 years, we have seen a 60% increase in emergency responses. In addition to this growth, the needs of the community have changed. We have witnessed an increase in the need for emergency medical response, fire response, technical rescues, car accidents and more.

What is the current debt service tax rate?

The current debt service levy fund rate is 0.0719. Revenue from this fund is used to pay the principal and interest on the District's outstanding bonds for capital improvements including major building projects and equipment. If voters approve Proposition Fire, this rate will not change.

What are the financial details of the proposal?

Proposition Fire would allow the District to issue \$16 million in general obligation bonds to update aging equipment and facilities, and enhance training opportunities, to meet the emergency response needs of the community. Much like refinancing a home, the zero tax rate change bond issue would allow the Cottleville Fire Protection District to make these updates without changing the tax rate.

What is a bond issue?

A bond issue is a way for the Fire District to borrow money for major equipment purchases, complete major facility improvements, or construct new facilities, much like a home mortgage or home improvement loan, which must be repaid over a period of time. In this election, a fire district must get permission from 57% of its residents to borrow the money.

How can the district fund these updates without changing the tax rate?

Due to the structuring of current and future debt, the district can issue \$16 million in bonds without a change in the tax rate.

Why does the district need updated fire trucks?

The current fleet of three rescue pumpers and one 100 ft. aerial ladder truck was put into service between 2003 and 2006. Most of them have been in service for more than 15 years. With the rise in emergency call volume in our growing community, these trucks have been put to the test, running more than 50,000 emergency calls and logging more than 550,000 miles. Despite regular maintenance, the costs to keep the trucks up to date and running continue to rise. The National Fire Protection Association (NFPA) recommends that front-line trucks be replaced every 12 to 15 years, and reserve

trucks be replaced every 20 years. The new trucks will take up to a year and a half to order, build and be put into service. At this point, all the District's trucks will be older than recommended by the NFPA.

What are the advantages of newer trucks?

The updated trucks will meet NFPA recommendations, be more energy-efficient, and safer for our community and first responders. Newer model trucks are more compact and easier to maneuver through neighborhoods. They are also easier to clean, improving the ability to remove carcinogens after fires and other emergency responses.

If new trucks are purchased, what happens to the old trucks?

The District plans to sell the outdated trucks to a smaller, rural fire department that has a lower call volume than the Cottleville Fire Protection District.

What additional lifesaving equipment would be funded by Proposition Fire?

In addition to the District's trucks, other equipment — including our firefighter turnout gear and air-pack systems, known as SCBAs (self-contained breathing apparatus) — will be due for replacement in the coming years. The District's Jaws of Life (extrication tools) are 16 years old, are gas-powered and tethered to the trucks. Updated cordless tools will allow for faster extrications, and can provide assistance in areas where the fire trucks cannot go. While the District has a thorough maintenance and repair program, equipment and facilities wear out and need repair or replacement. By addressing these challenges now, it will save money in the long run and ensure that firefighters have the equipment, training and facilities needed to keep our community safe. Through effective financial planning, the District can provide these updates without changing the current tax rate.

Cancer is a serious health concern for firefighters today. How will this updated equipment help reduce this risk for our Cottleville firefighters?

Firefighters are often exposed to high levels of carcinogens when responding to house fires, automobile accidents and other emergency responses. Studies have discovered that exposure to these dangerous carcinogens can be reduced through the proper use and cleaning of personal protective gear and other equipment.

- Proposition Fire would provide funding to replace front-line personal protective gear every five years, and reserve gear every seven years (as recommended by the Firefighter Cancer Alliance). The District currently replaces its front-line gear every seven years; reserve gear, which is used while the front-line gear is being cleaned or repaired, is replaced every 10 years or more.
- The interior of the updated trucks will be easier to clean and decontaminate after emergency calls, while also keeping dirty gear out of the passenger cabin.

- The plan also includes updates to the interior to reduce the risk of carcinogens being brought into the stations.

What facility needs would Proposition Fire address?

The District has four fire stations, and administration building and one multipurpose facility, which is used for training, equipment maintenance and to house rescue equipment. Fire Station #4 was built in 2000, Fire Station #1 was updated in 2010 and Fire Stations #2 and #3 were updated in 2014. In 2013 and 2014, additional staff was added to meet the increasing emergency needs of the community, but the stations were not expanded. The facility plan that would be funded by Proposition Fire would allow for updated technology along with regular maintenance and updates to HVAC, plumbing and other systems. The previous bond issue provided funding for this maintenance and updates for nearly 20 years.

Will Proposition Fire increase training opportunities?

Proposition Fire would allow the District to build out and equip the multipurpose facility with additional training equipment for the District's firefighters and public education department. It would also allow for the expansion and updating of the indoor training classroom, which is too small to handle many training activities.

Will this proposal fund salaries or benefits?

No, Prop. Fire funding can only be used for capital improvements such as equipment purchases or updates to our facilities. These funds cannot be used for salaries or benefits for our employees.

How long will the bond funding last the District?

The District has a capital expenditures plan in place, which will allow the funds from this bond renewal to last for 15 years or more.

CITY OF WELDON SPRING
REGULAR MEETING OF THE BOARD OF ALDERMEN
APRIL 23, 2020

NOTE: Due to the health crisis of the COVID-19 pandemic, this Board Meeting was a Videoconference meeting through a Zoom session.

CALL TO ORDER: The regular meeting of the Board of Aldermen of the City of Weldon Spring was held on Thursday, April 23, 2020 at approximately 7:30 PM. The meeting was held by videoconference due to the health crisis of the COVID-19 pandemic. Mayor Donald Licklider called the meeting to order.

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

Ward 1:	Alderman Clutter	Alderman Yeager
Ward 2:	Alderman Schwaab	Alderman Kolb
Ward 3:	Alderman Baker	Alderman Martiszus

A quorum was declared.

MINUTES: April 14, 2020, Board Minutes - Alderman Clutter moved to approve the minutes from the April 14, 2020, regular meeting as written, seconded by Alderman Schwaab. Motion carried with 5 ayes. Alderman Yeager abstained from voting.

PUBLIC COMMENTS: There were no public comments submitted to the City Clerk prior to the meeting.

OLD BUSINESS:

Bill #1141 - An Ordinance Formally Adopting Standard Operating Procedures for the City of Weldon Spring, Missouri Regarding Private Infrastructure Dedication: Alderman Martiszus made a motion to take Bill #1141 off the table, seconded by Alderman Clutter. **Motion carried.**

Alderman Baker made a motion to make five amendments to Bill #1141:

- In Section 4 (a) of "Exhibit A", the word "down" is omitted, which leaves Section 4 (a) to read: *"If the Owner(s) choose to proceed and a payment of 100% of CE's cost estimate shall be made payable to the City of Weldon Spring."*
- In Section 4 (b) of "Exhibit A", the word "down" is omitted, which leaves Section 4 (b), which leaves Section 4 (b) to read: *"A full accounting of the payment will be maintained by the City Treasurer..."*
- In Section 7 (a) of "Exhibit A", the word "down" is omitted, which leaves Section 7 (a) to read: *"If the Owner(s) choose to proceed they must submit a letter certifying their intention to proceed and a 2nd payment of 100% of the CE's cost estimate shall be made payable to the City of Weldon Spring."*

- In Section 10 (a) of “Exhibit A”, the words “down payment” and “...plus 10% to cover general administrative expenses” is omitted, which leaves Section 10 (a) to read: *“If a positive account balance is determined a refund will be generated and sent to the Owner(s).”*
- In Section 10 (b) of “Exhibit A”, the words “down payment” and “...plus 10% to cover general administrative expenses” is omitted, which leaves Section 10 (b) to read: *“If a negative account balance is determined due to expenses exceeding the payment(s) made by the Owner(s) the CT will prepare a final invoice for reimbursement shall be paid to the City by the Owner(s) prior to the scheduling of an agenda item before the Board of Aldermen...”*

Alderman Schwaab second the motion. On a roll call vote, the **motion passed** as followed:

AYES: 6 – Baker, Clutter, Kolb, Martiszus, Schwaab, and Yeager
 NOES: 0
 ABSENT: 0

Alderman Martiszus move to read Bill # 1141 as amended for its seconded reading and final time, seconded by Alderman Clutter. On a roll call vote, the Bill #1128 was placed as Ordinance 20-09 as followed:

AYES: 6 – Baker, Clutter, Kolb, Martiszus, Schwaab, and Yeager
 NOES: 0
 ABSENT: 0

City Engineering & Planning Services: This topic was tabled.

NEW BUSINESS:

A Resolution of the City of Weldon Spring, Missouri, Urging the State of Missouri, General Assembly to Implement Wayfair Legislation to Extend the Sale and Used Tax. Imposed by State & Local Governments to Out-of-State Vendors Doing Business in Missouri: Alderman Schwaab made a motion to read and approve Resolution 4-23-20, seconded by Alderman Clutter. **Motion carried** with 6 ayes.

St. Charles County Municipal League 2020 Membership Dues: Alderman Schwaab made a motion to pay \$750.00 in membership dues for the St. Charles Municipal League, seconded by Alderman Baker. **Motion carried** with 6 ayes.

6 Month Receipts and Disbursements Publication Approval: Alderman Clutter asked for a clarification on the extremely large amount revenue for the St. Charles County Road Grants. Mr. Padella (City Administrator) explained the City received federal reimbursements for road projects that happened in previous fiscal years.

Alderman Baker made a motion to approve the 6-Month Financial Statement for receipts and disbursement as submitted for publication, seconded by Alderman Clutter. **Motion carried** with 6 ayes.

REPORTS AND COMMITTEES:

PRAC Committee: Alderman Baker told the Board that the PRAC Committee met virtually on April 22, 2020. The committee started reviewing the playground expansion proposal from ABCreative. A Work Session is scheduled with the vendor on May 6, 2020, and the regular meeting will be on May 11, 2020. The Committee hopes to have a recommendation on the playground expansion for the Board in June or July.

Also, Alderman Baker stated that PRAC has finalized their priorities, which are:

1. Weldon Spring City Park Walking Trails Expansion
2. Weldon Spring City Park Playground Expansion
3. Pavilion and Rest Rooms for the Brock Addition
4. Needs Assessment and Update for City Hall

Alderman Baker made motion to get initial concept and cost, not to exceed \$5,000), for the pavilion and rest rooms for the Brock Addition. The motion was seconded by Alderman Schwaab. **Motion carried** with 6 ayes.

RECEIPTS & COMMUNICATIONS:

Mayor Licklider announced that the 4th of July event will be cancelled due to Covid-19 and, he added that the larger than expected crowds played into his decision with the many other cancellations of local 4th of July events. A brief discussion took place.

ADJOURNMENT:

Alderman Kolb moved to adjourn the meeting at 8:12 PM and Alderman Baker seconded the motion. **Motion carried** with 6 ayes.

Respectfully submitted,

William C. Hanks
City Clerk

**PAID BILLS TO BE APPROVED
APRIL 8, 2020 -- MAY 5, 2020**

EXCEPT FOR THE ITEMS NOTED, THE ATTACHED LIST IS APPROVED BY THE BOARD OF ALDERMAN FOR PAYMENT. APPROVED THIS
12th DAY OF MAY 2020 _____, MAYOR

ACCOUNTS PAYABLE CLAIMS REPORT
4/7/2020 THRU 5/5/2020

VENDOR	REFERENCE	AMOUNT	CHECK #	CHECK DATE
ANTHEM LIFE	EMPLOYEE INS GROUP A37265	\$ 92.50	11290621	4/21/2020
BUILDINGSTARS OPERATIONS INC	MONTHLY HOUSEKEEPING	\$ 240.00	11290622	4/20/2020
CDS OFFICE TECHNOLOGIES	4 THINKPADS/DOCKING STATIONS	\$ 5,125.00	11290636	4/27/2020
DELTA DENTAL	EMPLOYEE DENTAL INS	\$ 374.42	9010	5/1/2020
FASTSIGNS	EVENT NOTICE SIGNS	\$ 339.50	9005	4/16/2020
HEAVY DUTY EQUIPMENT	UTILITY TASK VEHICLE REPAIR	\$ 3,670.83	9009	4/16/2020
LASHLY & BAER, P.C.	MUNI PROSECUTING ATTY	\$ 1,532.50	9011	4/23/2020
METROPARK COMMUNICATIONS	TELEPHONE/INTERNET	\$ 387.42	11290623	4/7/2020
METROPARK COMMUNICATIONS	TELEPHONE/INTERNET	\$ 563.13	11290635	5/1/2020
MISSOURI DEPT OF REVENUE	CRIME VICTIM	\$ 427.80	16184	4/16/2020
MO DEPT OF NATURAL RESOURCES	PERMIT MOR040076 2020	\$ 250.00	9014	4/23/2020
MO DEPT OF PUBLIC SAFETY	PO STANDARD & TRAIN FUND	\$ 60.00	16185	4/16/2020
PURITAN SPRING WATER	BOTTLE WATER	\$ 39.97	11290626	4/16/2020
QUADIENT LEASING USA, INC	POSTAGE MACHINE LEASE	\$ 500.00	9015	4/23/2020
REPUBLIC SERVICES	TRASH SERVICE	\$ 76.56	9013	4/23/2020
SAFEGUARD BUSINESS SYSTEMS	1000 CHECKS FOR OPER ACCT	\$ 217.95	11290627	4/16/2020
SHERIFF'S RETIREMENT SYSTEM	COURT FEES	\$ 180.00	16186	4/16/2020
TRUGREEN LIMITED PARTNERSHIP	LANDSCAPING/FERTALIZATION	\$ 961.00	11290616	4/7/2020
UNITED HEALTHCARE	EMPLOYEE HEALTH INS LB	\$ 4,050.29	9012	4/23/2020
WEBER FIRE AND SAFETY	ANNUAL SVC INSPECTION	\$ 238.00	9002	4/7/2020
WHEELHOUSE SOLUTIONS	MANAGED IT SVC	\$ 879.34	9003	4/8/2020
WHEELHOUSE SOLUTIONS	AUDIO CONFERENCING	\$ 58.00	9001	4/7/2020
WHEELHOUSE SOLUTIONS	HARDWARE/ SERVER	\$ 200.00	9008	4/16/2020
WHEELHOUSE SOLUTIONS	VPN FOR WORKING FROM HOME	\$ 1,000.00	9008	4/16/2020

Accounts Payable Total \$ 21,464.21

**UNPAID BILLS TO BE APPROVED
APRIL 15, 2020 -- MAY 12, 2020**

EXCEPT FOR THE ITEMS NOTED, THE ATTACHED LIST IS APPROVED BY THE BOARD OF ALDERMAN FOR PAYMENT. APPROVED THIS
12th DAY OF MAY 2020 _____, MAYOR

4/15/2020 - 5/12/2020

ACCOUNTS PAYABLE

CLAIMS REPORT

REFERENCE

VENDOR

	AMOUNT	CHECK #	CHECK DATE
STREILER PLANNING LLC	\$ 1,460.65	ONLINE	5/12/2020

Accounts Payable Total

\$ 1,460.65



CITY OF WELDON SPRING

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

MEMORANDUM

To: Mayor Licklider Date: May 5, 2020

From: William C. Hanks, City Clerk
Steve Lauer, Zoning Commissioner
Michael Padella, City Administrator

Subject: Proposed Relief Efforts for Weldon Spring Businesses

In the past few weeks, many of the local businesses have been subject to restrictions due to stay-at-home orders from the Governor of Missouri and St. Charles County Executive. On May 4, 2020, these stay-at-home orders are beginning to be lifted and the recovery process for our economy will begin. However, certain restrictions, such as social distancing guidelines and occupancy load restrictions, will remain in place for the foreseeable future to prevent or limit future COVID-19 infections.

The goal of economic development is to attract and retain talent. Business retention and business expansion of existing companies are the driving forces which allow communities to thrive, without retaining our businesses, our economic development efforts will be greatly weakened. In reality no one knows the true or full impact that COVID-19 will have on the global or local economies but the impact is on a magnitude never before seen and it is inevitable that some businesses will not survive. Businesses are having to adapt their marketing and business plans in order to stay open. Moreover, businesses ultimately provide streams of revenue (through taxes and fees) to the City, which provide resources which fund the services provided to Weldon Spring residents.

The City of Weldon Spring realizes that a healthy local economy and quick recovery is critical during these difficult times and we need to support our local businesses, perhaps more than ever. Below is a summary of several recommendations to help offer temporary relief to the Weldon Spring businesses:

- Suspension of time/duration constraints in our City Codes for temporary signage for businesses in commercial districts
- Allowance of temporary structures for additional outdoor seating to help businesses adhere to the social distancing guidelines & occupancy load restrictions

- Suspension of certain parking ratio requirements to facilitate temporary outdoor seating expansions
- Waiving of certain administrative/review permit fees for temporary signage and structures

These recommendations are not permanent changes to our City Code but will provide temporary solutions/options with greater flexibility to the local business community to help them regain their customer base. Businesses will still be required to submit any necessary application and support documentation which will be reviewed by City staff, just certain restrictions and fees will be suspended and/or waived.



**AN EXECUTIVE ORDER OFFERING LOCAL RELIEF
TO PROVIDE FLEXIBILITY TO LOCAL BUSINESSES IN EFFORT
TO AID THE ECONOMIC RECOVERY PROCESS**

WHEREAS, the City of Weldon Spring remains under a state of emergency due to the COVID-19 pandemic which has dramatically altered many aspects of daily life within the community; and

WHEREAS, on January 30, 2020, the World Health Organization (WHO) Director General declared the outbreak of COVID-19, as a Public Health Emergency of International Concern, advising countries to prepare for the containment, detection, isolation, and case management, contact tracing and prevention of onward spread of the disease; and

WHEREAS, several new and unprecedented challenges and obstacles have arisen due to the pandemic affecting how local businesses conduct business and interact with their consumers; and

WHEREAS, Governor Parson and County Executive Ehlmann announced that the state of Missouri and St. Charles County respectively would begin allowing businesses to reopen on May 4, 2020, who's had been shuttered and/or operations greatly scaled back during the recommended 'stay-at-home' orders; and

WHEREAS, the City of Weldon Spring realizes that a strong local economy and quick recovery is critical during these difficult times and the need to support our local businesses is greater than ever, while keeping the public safe and healthy; and

WHEREAS, additional direction and support is needed to assist the local business community to help provide them relief as the state begins the recovery process.

NOW, THEREFORE, the Mayor of the City of Weldon Spring has determined that it is in the best interest of the City to provide flexibility to the local businesses to help jumpstart the recovery effort. This temporary relief will be directed at certain City Codes and will be effective immediately and remain in place until August 10, 2020. It may be determined that a time extension of this order could be possible if relief is still necessary for our local businesses.

1. Suspension of the timing & duration constraints in our City Codes for temporary signage for businesses in commercial districts.

2. Allowance of temporary structures for additional outdoor seating to help businesses adhere to the social distancing guidelines & occupancy load restrictions
3. Suspension of certain parking ratio requirements to facilitate temporary outdoor seating expansions
4. Waiving of certain administrative/review permit fees for temporary signage and structures

This Executive Order was issued on this 6th day of May 2020 .

Donald D. Licklider, Mayor

Attest:

William C. Hanks, City Clerk



CITY OF WELDON SPRING

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

MEMORANDUM

To: Board of Aldermen

From: William C. Hanks, City Clerk

Subject: Liquor License Renewals Extension

CC: Michael Padella, City Administrator

Date: May 5, 2020

As you are aware, I am in the process of conducting a comprehensive review our Liquor License Ordinance, but I believe the issue of liquor renewals need to be addressed separately and immediately. Currently, liquor licenses for the City of Weldon Spring are set to expire on June 30, 2020, and I usually send out renewal reminders in the middle of May. After extensively reviewing our City Codes and monitoring the State of Missouri guidance closely, I strongly believe the City Clerk has the authority to extend the deadline thirty (30) days for liquor license renewals; however, a longer extension may need to be granted by Board action because the State of Missouri extended their renewal period by sixty (60) days

On March 26, 2020, the State of Missouri issued an emergency waiver, which extended the renewal period deadline from May 1, 2020, to July 1, 2020. However, our City Codes doesn't give the City Clerk the authority to extend sixty (60) days, but Section 600.440 (B) of the City Code allows the City Clerk to extend the liquor license no more than thirty (30) days beyond the termination date for the purpose of completing investigations and other necessary elements in the processing of license application. Also, Section 600.300 of our City Code states that one of the prerequisites for processing any liquor license is proof of a similar license issued by the state.

With the extension issued by the State of Missouri and requirements for the City of Weldon Spring's liquor licenses, I feel it would be nearly impossible to properly process any liquor license renewal applications if the City kept the deadline at June 30th. While I have the authority to extend the renewal period 30 days, the Board need to approve any extension beyond 30 days, which would mirror the action set forth by the State of Missouri. Furthermore, several municipalities, such as the City of St. Peters, City of O'Fallon, and the City of Lake St. Louis, has already, or in the process of extending the liquor license renewal period.

Therefore, I am recommending that the Board vote to extend the liquor license renewal period till August 30, 2020, without penalty by the City. By issuing the extension, the City of Weldon Spring will be consistent with the guidance handed down from the State of Missouri. With the COVID-19 health crisis and various stay at home orders, I believe this action by the City will be viewed as a business action by the City to our local businesses. Also, the new renewal deadline will still be in line with the same budget cycle so this action should not have an affect the on this year or next year budget.

Fireworks Stand Applicant List: 2020					
Applicant/Operator:	Location:	Mailing Address:	Zoning Designation:	Type:	Contact:
David Shaiper Fireworks LLC	1005 Wolfrum Rd. - Crossing Shopping Center next to Walgreens	1041 Matson Hill Rd., Defiance, MO 63341	General Commercial District	Fireworks stand	David Shaiper
Hale Fireworks LLC	Weldon Spring Prkwy/Independence Rd. - Next to Dairy Queen	PO Box 1040, Buffalo, MO 65622	Planned Commercial District	Fireworks stand	Sharlene Highfill or Carolyn
Meramec Specialty Co.	Rt. 94 & Siedentop Rd.	P.O. Box 305, Arnold, MO 63010	Planned Commercial District	Fireworks stand	Thomas Dixon
Meramec Specialty Co.	48 Wolfrum Rd. - David Bender property along I-64	P.O. Box 305, Arnold, MO 63010	HTO - High Tech Office	Fireworks stand	Thomas Dixon
Powder Monkey Fireworks	5130 Westwood Dr. - Cornerstone Crossing	1234 Piedmont St. Peters, MO 63304	General Commercial District	Fireworks stand	Chris Sanders

Recommend the Board make a motion authorizing the City Administrator to issue Temporary Firework Sales Permits to the above listed Operators in conjunction to the location listed; contingent upon their completing the appropriate paperwork, making payment(s) and adhering to the City's Fireworks Ordinance: Chapter 620.



CITY OF WELDON SPRING

5401 Independence Road
Weldon Spring, MO 63304
phone: (636) 441-2110
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www.weldonspring.org

MEMORANDUM

To: Board of Aldermen

Date: 05/06/2020

From: Michael Padella, City Administrator

Subject: Concrete Maintenance/Replacement Project – PrideMaster (contractor)
Proposed Change Order #1

Cc: Bill Hanks, City Clerk and Mike Meiners, City Engineer

The City awarded the bid to PrideMaster Inc. in the amount of \$21,889.75 to provide removal and replacement of concrete curbs and slabs on certain City streets. This work began on 05/04/20 after delays due to weather and the COVID-19 health crisis.

In the meantime, there have been several locations within subdivisions that have been identified as needing slab replacement, that go beyond the scope of "Scheduled Maintenance" list of repairs planned to occur in 2020 with/through St. Charles County Highway Dept. Upon discussing the matter with the County Highway Dept. the workload countywide does not look promising to have these slabs replaced through the Work Order process with the County Hwy. Dept. Therefore, the City Engineer and I are recommending a Change Order request with PrideMaster Inc. to add an additional 130 square yards of concrete work to the current contract. Our estimate of what this potential change order will cost is \$8,457.

Since the proposed change order is estimated to be over 10% of the current contract amount with PrideMaster, the Board of Aldermen will have to approve such an addition. Staff is requesting authorization to proceed with finalization of a change order request to add additional concrete work to the current contract not to exceed \$8,500.

Note, this would be an unbudgeted expenditure and if approved will be taken into consideration as part of the current COVID-19 FY 2020 Budget Adjustment analysis.



CITY OF WELDON SPRING

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MEMORANDUM

To: Michael Padella

Date: 05/06/2020

From: Mitchell Jordan, Community Relations Coordinator

Subject: Website Design & Development Request for Proposal (RFP)

Cc: Board of Aldermen and Donald Licklider, Mayor

In 2020, a company's website is its most important tool for marketing and communication. A Municipal Government is no different and this is why Staff identified the need to update our website design and hosting. This initiative was planned as a special project and identified in the FY 2020 Budget. Staff has researched current trends in website hosting, participated in demos with vendors, and compared our website to other cities in the region. The deadline for the RFP was pushed back to mid-April to accommodate changes due to the COVID-19 Pandemic.

Staff's goal is to choose a company that will provide a beautiful design that is functional and intuitive for the end user. The last RFP process occurred in 2013, and the City signed on with our current website designer and host. Our city website had a "face-lift" update in 2017. The current RFP initiative received eight proposals. City Staff will have a recommendation to the Board of Aldermen by the last meeting in May.

Attached are the RFP Results which outline the basics of what each group presented per the bid sheet and scope of work found in the City's RFP.

City Website Design & Development: RFP Results									
Bid Opening Date: 04/17/2020 11:00 AM									
Proposal #:	Company Name:	Base Bid:	Cost of Website Design and Implementation:	Cost of yearly licensing, hosting, and maintenance	Cost of Website Training:	Website Must Have Not met:	Website Added Features:	Total:	
1	Municode	\$ 8,000.00	\$ 6,000.00	\$ 2,000.00	if in person: \$1500 day 1, \$1000/day after that			\$ 10,000.00	
2	Starfire Web Design	? ?	?	?	?				
3	Commerce & Technology Systems	\$ 21,000.00	\$ 19,500.00	\$ 1,500.00	included	none	all	\$ 21,000.00	
4	Civic(CMS) Plus	\$ 12,000.00	\$9,900 (or \$3234/yr x3yr)	\$2,000+ (5% tec fee)/yr	included online	Available as options: online forms, surveys polling, security	all	\$12,000 (or \$16,002 if spread over 3 years)	
5	Muniweb	\$ 11,030.00	\$ 8,750.00	\$2280/yr (\$190/Mo)	Included	none	all	\$ 11,030.00	
6	Granicus	\$ 15,300.00	\$ 15,300.00	4,000 +5% fee (after 1st yr)	Included (with videos for later reference)	none	all	\$ 15,300.00	
7	Municipal One	\$ 12,200.00	\$ 12,200.00	5896 (after 1st year)	onsite included (videos for later reference)	none	all	\$ 12,200.00	
8	Leinicke Group	\$ 18,000.00	\$ 16,172.00	\$ 1,078.00	\$ 750.00	none	all	\$ 18,000.00	