

Municipal Center
1011 Municipal Center Drive
Town and Country
Missouri 63131-1101
Tele. (314) 432-6606
Fax (314) 432-1286



Jonathan F. Dalton
Mayor

Robert Shelton
City Administrator

**NOTICE OF WORK SESSION
BOARD OF ALDERMEN
TUESDAY, NOVEMBER 12, 2019 6:15 PM**

Notice is hereby given that the Board of Aldermen will hold a Work Session on **TUESDAY, NOVEMBER 12, 2019, at 6:15 PM** at the Municipal Center, 1011 Municipal Center Drive, Town and Country, Missouri, 63131, on the following agenda item(s):

WORK SESSION AGENDA

1. 2020 Draft Budget Presentation
2. Discussion – Regular Meeting Agenda Items

AGENDA
BOARD OF ALDERMEN
CITY OF TOWN AND COUNTRY, MO
TUESDAY, NOVEMBER 12, 2019 7:00 P.M.

PLEDGE OF ALLEGIANCE

CALL TO ORDER

ROLL CALL

MINUTES

HEARING FROM CITIZENS

PUBLIC HEARING(S)

APPOINTMENTS

COMMUNICATIONS AND REPORTS

- Commission Chairmen
- City Administrator

UNFINISHED BUSINESS

1. **Bill No. 19-66 (Allen & Benigas)**
An Ordinance of the City of Town and Country, Missouri, approving a Petition requesting the creation of the Bryn Wyck Community Improvement District; establishing the District as a political subdivision of the State of Missouri; appointing the initial Board of Directors of the District; directing the City Clerk to notify the Missouri Department of Economic Development of the creation of the District; and taking other actions in connection therewith (2nd reading)
2. **Resolution No. R19-2019** (continued from 10/14/19 and 10/28/19)
A Resolution approving a Certificate of Final Completion for the Estates at Town and Country Crossing Subdivision

NEW BUSINESS

3. **Bill No. 19-67**
An Ordinance accepting the bid of Corvus Janitorial Services for 2020 Custodial Services at City-owned buildings and parks and authorizing a maintenance agreement for same (1st reading)
4. **Bill No. 19-68**
An Ordinance accepting the bid and authorizing an agreement with Gerstner Electric, Inc. for 2020 Traffic Signal Maintenance and Repair (1st reading)

5. **Bill No. 19-69**
An Ordinance accepting the bid and authorizing an agreement with T. Hill Construction for the 2020 On-Call Roadway Maintenance Program (1st reading)
6. **Bill No. 19-70**
An Ordinance accepting the bid of T. Hill Construction for snow removal services on the roadways and streets of the City of Town and Country during the 2019-2020 winter season and authorizing an agreement for same (1st reading)
7. **Bill No. 19-71**
An Ordinance accepting the bid of Krupp Construction for snow removal services on the roadways and streets of the City of Town and Country during the 2019-2020 winter season and authorizing an agreement for same (1st reading)
8. **Bill No. 19-72**
An Ordinance accepting the bids and authorizing an agreement with The Greenwood Group, LLC for the 2020 Grounds Care Program (1st reading)
9. **Warrant List**

OTHER

ADJOURN

MOTION AND ROLL CALL VOTE TO MOVE TO CLOSED MEETING

A motion may be made to close the meeting pursuant to Section 610.021(1), (2), (3), (12) and (13) RSMO, to discuss legal actions, real estate, litigation, attorney/client privileged communications and to discuss personnel matters.

1. (sub)

First reading: 10/14/19

Second reading:

Introduced by Aldermen Allen & Benigas

SUBSTITUTE BILL NO. 19-66

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF TOWN AND COUNTRY, MISSOURI, APPROVING A PETITION REQUESTING THE CREATION OF THE BRYN WYCK COMMUNITY IMPROVEMENT DISTRICT; ESTABLISHING THE DISTRICT AS A POLITICAL SUBDIVISION OF THE STATE OF MISSOURI; APPOINTING THE INITIAL BOARD OF DIRECTORS OF THE DISTRICT; DIRECTING THE CITY CLERK TO NOTIFY THE MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT OF THE CREATION OF THE DISTRICT; AND TAKING OTHER ACTIONS IN CONNECTION THEREWITH

WHEREAS, the Community Improvement District Act, Sections 67.1401 to 67.1571 Of the Revised Statutes of Missouri, as amended (the "**CID Act**"), authorizes the governing body of any municipality, upon a proper petition requesting the formation and after a public hearing, to adopt an ordinance establishing a community improvement district; and

WHEREAS, on or about August 22, 2019, a majority of owners of real property within the Bryn Wyck subdivision (collectively, the "**Petitioner**") filed a Petition for Creation of a Community Improvement District, in accordance with Section 67.1421 of the Act (the "**Petition**"), a copy of which is set forth as **Exhibit A**, attached hereto and incorporated herein by reference, with the City Clerk of the City of Town and County, Missouri (the "**City**") pursuant to the Act, which proposed the formation of the Bryn Wyck Community Improvement District (the "**District**") to pay for certain costs associated with the construction and installation of the roadway and related improvements within the proposed District (the "**District Project**"); and

WHEREAS, the City Clerk has verified that the Petition complied with the Act and set a public hearing with all proper notice being given in accordance with the Act; and

WHEREAS, on October 14, 2019, the City's Board of Aldermen held a public hearing at which notice of the contents of the Petition were given in accordance with Section 67.1431 of the Act, all persons interested in the formation of the District were allowed an opportunity to speak and at which time the City's Board of Aldermen heard all protests and received all endorsements; and

WHEREAS, the City's Board of Aldermen finds that notice of the establishment of the District has been duly given and the public hearing thereon has been held in which all reasonable protests, objections and endorsements have been heard, all in accordance with Section 67.1431 of the Act; and

WHEREAS, the City's Board of Aldermen further finds that the Petition to establish the District is proper in that it meets all of the requirements of Section 67.1421 of the Act.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TOWN AND COUNTRY, MISSOURI, AS FOLLOWS:

SECTION 1. Establishment of District. There is hereby created within the City, the Bryn Wyck Community Improvement District as a political subdivision of the State of Missouri, having the powers and purposes set forth in the Petition. The District shall include the contiguous tract of

real estate described in the Petition. The District shall be governed by a board of directors consisting of seven (7) members appointed by the Mayor with the consent of the Board of Aldermen. The District shall have authority to impose a special assessment at the maximum rates and in the methods of assessment as set forth in the Petition and in accordance with the Act, but shall have no further authority to impose any other tax or assessment. one or more Special Assessment Petitions submitted to the Board of Directors in accordance with Section 67.1521 of the Act. The District shall have no further authority to impose any other tax or assessment. Further, the Board of Aldermen hereby limits the District's authority to incur indebtedness such that any such indebtedness shall be paid within five (5) years; no funds shall be borrowed or obligations issued for a term longer than five years.

SECTION 2. Appointment of Initial Board of Directors. The City hereby appoints the initial Board of Directors of the District to initial terms of office, set forth as follows:

Name of Director	Term:
Mark Johnson	4 years
Shane Johnston	4 years
Brad Mueller	2 years
Todd Solomon	4 years
Jerry Michelson	2 years
Amanda Mueller	4 years
Doug LaRico	2 years

SECTION 3. Term. The District shall be in existence for a maximum of ~~ten (10)~~ five (5) years from the effective date of this Ordinance as provided in Section 67.1481.1 of the Act. Provided, however, that if there are still financial obligations of the District outstanding at the time of the five-year expiration, the District shall continue and assessments will continue to be collected, but the District shall have no power to incur additional indebtedness.

SECTION 4. Missouri Department of Economic Development Report. The City Clerk is hereby directed to prepare and file with the Missouri Department of Economic Development the report specified in Section 67.1421.6 of the Act.

SECTION 5. Further Actions Authorized. The officials, officers and agents of the City are hereby authorized and directed, to take such further action, and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Ordinance.

SECTION 6. Severability Clause. It is hereby declared to be the intention of the City's Board of Aldermen that each and every part, section and subsection of this Ordinance shall be separate and severable from each and every other part, section and subsection hereof and that the Board of Aldermen intends to adopt each said part, section and subsection separately and independently of any other part, section and subsection. In the event that any part of this Ordinance shall be determined to be or to have been unlawful or unconstitutional, the remaining parts, sections and subsections shall be and remain in full force and effect.

SECTION 7. Effective Date. This ordinance shall be in full force and effect both from and after its passage by the Board of Aldermen.

Passed by the Board of Aldermen for the City of Town and Country, Missouri, this ____ day of _____, 2019.

Presiding Officer

Attest:

Ashley McNamara, City Clerk

Signed this ____ day of _____, 2019.

Jonathan F. Dalton
Mayor, City of Town and Country

Attest:

Ashley McNamara, City Clerk

EXHIBIT A PETITION
(Attached hereto.)

CITY OF TOWN AND COUNTRY
RESOLUTION NO. R19-2019

**A RESOLUTION APPROVING A CERTIFICATE OF FINAL COMPLETION
FOR THE ESTATES AT TOWN AND COUNTRY CROSSING SUBDIVISION**

WHEREAS, Pulte Homes has completed all of the necessary improvements in the Estates at Town and Country Crossing Subdivision; and

WHEREAS, the Director of Planning & Public Works for the City of Town and Country has issued a Certificate of Substantial Completion; and

WHEREAS, the City Clerk has issued proper notice of the request and pending consideration to all interested parties pursuant to Section 410.160 of the Municipal Code of the City of Town and Country.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the City of Town and Country, Missouri, does hereby issue the Certificate of Final Completion and approve the release of escrow funds held in association with the development of Estates at Town and Country Crossing Subdivision.

Passed and approved this ____ day of _____, 2019.

Jonathan F. Dalton
Mayor, City of Town and Country

Attest:

Ashley McNamara, City Clerk

First reading:
Second reading:

Introduced by

BILL NO. 19-67

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE BID OF CORVUS JANITORIAL SERVICES FOR 2020 CUSTODIAL SERVICES AT CITY-OWNED BUILDINGS AND PARKS AND AUTHORIZING A MAINTENANCE AGREEMENT FOR SAME

WHEREAS, on October 10, 2018, the Department of Planning and Public Works accepted proposals for custodial services at the Municipal Center, Fire House, Longview Farm Park House and the pavilions/restrooms at Town Square and Drace, Preservation and Longview Farm Parks; and

WHEREAS, three contractors provided responses and Corvus Janitorial Services was selected and approved by the Board of Aldermen; and

WHEREAS, the request for proposals contained an allowance for renewal if the contract terms were mutually agreed upon by both parties.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TOWN AND COUNTRY, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. The bid proposal of Corvus Janitorial Services (the “Contractor”) in the amount of \$35,724.00 for 2020 Custodial Services at City owned buildings and parks is hereby accepted. A copy of said bid is attached hereto as Exhibit “A”.

Section 2. There is hereby approved a Maintenance Agreement (the “Agreement”) in the amount of \$35,724.00 with the Contractor, substantially in the form of the proposed Agreement which is Exhibit “B”, attached hereto.

Section 3. The Public Works Director may issue change orders and authorize the Contractor to perform additional work, if required to complete this project, provided that the cost of this additional work does not exceed ten percent (10%) of the bid amount.

Section 4. The funds authorized to be expended herein will be appropriated in the 2020 Budget.

Section 5. The City Administrator and City Clerk are hereby authorized to execute said Agreement on behalf of the City.

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

Passed by the Board of Aldermen for the City of Town and Country, Missouri, this ____ day of _____, 2019.

BILL NO.19-67

ORDINANCE NO.

Presiding Officer

Attest:

Ashley McNamara, City Clerk

Signed this ____ day of _____, 2019.

Jonathan F. Dalton
Mayor, City of Town and Country

Attest:

Ashley McNamara, City Clerk

4.

First reading:
Second reading:

Introduced by

BILL NO. 19-68

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE BID AND AUTHORIZING AN AGREEMENT WITH GERSTNER ELECTRIC, INC. FOR 2020 TRAFFIC SIGNAL MAINTENANCE AND REPAIR

WHEREAS, on October 10, 2018, the Department of Planning & Public Works accepted proposals for traffic signal maintenance and repair; and

WHEREAS, two contractors provided responses and Gerstner Electric, Inc. was selected and approved by the Board of Aldermen; and

WHEREAS, the request for proposals contained an allowance for renewal if the contract terms were mutually agreed upon by both parties.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TOWN AND COUNTRY, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. The bid proposal of Gerstner Electric, Inc. (the “Contractor”) is hereby accepted for 2020 Traffic Signal Maintenance and Repair in the City of Town and Country. Work performed shall be charged in accordance with the hourly rates and costs indicated in the Itemized Bid Form. A copy of said Bid Proposal and Itemized Bid Form is attached hereto and by this reference made a part of this Ordinance as Exhibit “A”.

Section 2. There is hereby approved an Agreement (the “Agreement”) with Gerstner Electric, Inc. to perform, at the direction of the Public Works Director, the maintenance and repair work specified. Said Agreement is attached hereto as Exhibit “B”, incorporated herein by reference and hereby made a part of this Ordinance.

Section 3. The funds authorized to be expended will be appropriated in the 2020 Budget.

Section 4. The City Administrator and City Clerk are hereby authorized to execute the said Agreement on behalf of the City.

Section 5. This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

Passed by the Board of Aldermen for the City of Town and Country, Missouri, this ____ day of _____, 2019.

Presiding Officer

Attest:

Ashley McNamara, City Clerk

BILL NO.19-68

ORDINANCE NO.

Signed this ____ day of _____, 2019.

Jonathan F. Dalton
Mayor, City of Town & Country

Attest:

Ashley McNamara, City Clerk

5.

First reading:
Second reading:

Introduced by

BILL NO. 19-69

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE BID AND AUTHORIZING AN AGREEMENT WITH T. HILL CONSTRUCTION FOR THE 2020 ON-CALL ROADWAY MAINTENANCE PROGRAM

WHEREAS, on October 10, 2018, the Department of Planning & Public Works accepted proposals for on-call roadway maintenance; and

WHEREAS, two contractors provided responses and T. Hill Construction was selected and approved by the Board of Aldermen; and

WHEREAS, the request for proposals contained an allowance for renewal if the contract terms were mutually agreed upon by both parties.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TOWN AND COUNTRY, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. The bid proposal of T. Hill Construction (the "Contractor") is hereby accepted for the 2020 On-Call Roadway Maintenance Program in the City of Town and Country. Work performed shall be charged in accordance with the hourly rates and costs indicated in the Itemized Bid Form. A copy of said Bid Proposal and Itemized Bid Form is attached hereto and by this reference made a part of this Ordinance as Exhibit "A".

Section 2. There is hereby approved an Agreement (the "Agreement") with T. Hill Construction to perform, at the direction of the Public Works Director, the miscellaneous maintenance work specified. Said Agreement is attached hereto as Exhibit "B", incorporated herein by reference and hereby made a part of this Ordinance.

Section 3. The funds authorized to be expended will be appropriated in the 2020 Budget.

Section 4. The City Administrator and City Clerk are hereby authorized to execute the said Agreement on behalf of the City.

Section 5. This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

Passed by the Board of Aldermen for the City of Town and Country, Missouri, this ____ day of _____, 2019.

BILL NO. 19-69

ORDINANCE NO.

Presiding Officer

Attest:

Ashley McNamara, City Clerk

Signed this ____ day of _____, 2019.

Jonathan F. Dalton
Mayor, City of Town and Country

Attest:

Ashley McNamara, City Clerk

6.

First reading:
Second reading:

Introduced by

BILL NO. 19-70

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE BID OF T. HILL CONSTRUCTION FOR SNOW REMOVAL SERVICES ON THE ROADWAYS AND STREETS OF THE CITY OF TOWN AND COUNTRY DURING THE 2019-2020 WINTER SEASON AND AUTHORIZING AN AGREEMENT FOR SAME

WHEREAS, on May 23, 2018, the Department of Planning and Public Works accepted proposals for snow removal services on public and private streets within out jurisdiction; and

WHEREAS, two contractors provided responses and T. Hill Construction and Krupp Construction were selected and approved by the Board of Aldermen; and

WHEREAS, the request for proposals contained an allowance for renewal if the contract terms were mutually agreed upon by both parties.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TOWN AND COUNTRY, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. The bid proposal of T. Hill Construction (the "Contractor") for snow removal services on the roadways and streets of the City of Town and Country during the 2019-2020 winter season is hereby accepted. A copy of said bid is attached hereto as Exhibit "A".

Section 2. There is hereby approved an Agreement (the "Agreement") with the Contractor, substantially in the form of the proposed Exhibit "B", attached hereto. The City will pay the Contractor based upon total quantities of work completed at the unit prices stipulated in the bid proposal.

Section 3. The funds authorized to be expended herein have been appropriated in the 2019 budget and will be appropriated in the 2020 budget.

Section 4. The City Administrator and City Clerk are hereby authorized to execute the said Agreement on behalf of the City.

Section 5. This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

Passed by the Board of Aldermen for the City of Town and Country, Missouri, this ___ day of _____, 2019.

BILL NO. 19-70

ORDINANCE NO.

Presiding Officer

Attest:

Ashley McNamara, City Clerk

Signed this ____ day of _____, 2019.

Jonathan F. Dalton
Mayor, City of Town and Country

Attest:

Ashley McNamara, City Clerk

First reading:
Second reading:

Introduced by

BILL NO. 19-71

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE BID OF KRUPP CONSTRUCTION FOR SNOW REMOVAL SERVICES ON THE ROADWAYS AND STREETS OF THE CITY OF TOWN AND COUNTRY DURING THE 2019-2020 WINTER SEASON AND AUTHORIZING AN AGREEMENT FOR SAME

WHEREAS, on May 23, 2018, the Department of Planning and Public Works accepted proposals for snow removal services on public and private streets within out jurisdiction; and

WHEREAS, two contractors provided responses and T. Hill Construction and Krupp Construction were selected and approved by the Board of Aldermen; and

WHEREAS, the request for proposals contained an allowance for renewal if the contract terms were mutually agreed upon by both parties.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TOWN AND COUNTRY, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. The bid proposal of Krupp Construction (the “Contractor”) for snow removal services on the roadways and streets of the City of Town and Country during the 2019-2020 winter season is hereby accepted. A copy of said bid is attached hereto as Exhibit “A”.

Section 2. There is hereby approved an Agreement (the “Agreement”) with the Contractor, substantially in the form of the proposed Exhibit “B”, attached hereto. The City will pay the Contractor based upon total quantities of work completed at the unit prices stipulated in the bid proposal.

Section 3. The funds authorized to be expended herein have been appropriated in the 2019 budget and will be appropriated in the 2020 budget.

Section 4. The City Administrator and City Clerk are hereby authorized to execute the said Agreement on behalf of the City.

Section 5. This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

Passed by the Board of Aldermen for the City of Town and Country, Missouri, this ___ day of _____, 2019.

BILL NO. 19-71

ORDINANCE NO.

Presiding Officer

Attest:

Ashley McNamara, City Clerk

Signed this ____ day of _____, 2019.

Jonathan F. Dalton
Mayor, City of Town and Country

Attest:

Ashley McNamara, City Clerk

8.

First reading:
Second reading:

Introduced by

BILL NO. 19-72

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE BIDS AND AUTHORIZING AN AGREEMENT WITH THE GREENWOOD GROUP, LLC FOR THE 2020 GROUNDS CARE PROGRAM

WHEREAS, on December 19, 2018, the Department of Planning and Public Works accepted proposals for grounds care at city-owned buildings, certain right-of-way locations, and park properties; and

WHEREAS, five contractors provided responses and The Greenwood Group, LLC was selected and approved by the Board of Aldermen; and

WHEREAS, the request for proposals contained an allowance for renewal if the contract terms were mutually agreed upon by both parties; and

WHEREAS, an additional bid opportunity was offered on September 11, 2019 for ongoing maintenance for the I64/Mason Intersection Beautification Project; and

WHEREAS, The Greenwood Group provided an addendum to their original service prices for consideration and was selected as the most advantageous option for ongoing grounds care maintenance.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TOWN AND COUNTRY, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. The bid proposal of The Greenwood Group, LLC, (the “Contractor”) in the amount of \$124,999.00 and the add alternate proposal of \$23,995.00 for the 2020 Grounds Care Program at city-owned buildings, certain right-of-way locations, and park properties are hereby accepted. The A copy of said bid and addendum are attached hereto as Exhibit “A”.

Section 2. There is hereby approved an Agreement (the “Agreement”) in the total amount of \$148,994.00 with the Contractor, substantially in the form of the proposed Agreement which is Exhibit “B”, attached hereto.

Section 3. The Public Works Director or Parks Director may issue change orders and authorize the Contractor to perform additional work, if required to complete this project, provided that the cost of this additional work does not exceed twenty five percent (25%) of the bid amount.

Section 4. The funds authorized to be expended herein will be appropriated in the 2020 Budget.

Section 5. The City Administrator and City Clerk are hereby authorized to execute the said Agreement on behalf of the City.

BILL NO. 19-72

ORDINANCE NO.

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

Passed by the Board of Aldermen for the City of Town and Country, Missouri, this ____ day of _____, 2019.

Attest:

Presiding Officer

Ashley McNamara, City Clerk

Signed this ____ day of _____, 2019.

Jonathan F. Dalton
Mayor, City of Town and Country

Attest:

Ashley McNamara, City Clerk