



**REGULAR MEETING  
AGENDA  
CITY OF CREVE COEUR  
CITY COUNCIL  
300 NORTH NEW BALLAS RD  
JUNE 22, 2026  
7:00 PM**

**ZOOM MEETING INFORMATION**

<https://us02web.zoom.us/j/84098550243>

phone: 1 312 626 6799

Webinar ID: 840 9855 0243

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PROCLAMATION**

**1. Venable Park Task Force and Memorial Art Jury**

**COMMENTS FROM THE GENERAL PUBLIC** An opportunity for members of the public to address the City Council regarding issues or concerns not already on the agenda for this meeting. Those wishing to speak will be asked to limit comments to three minutes and to complete a speaker card.

**ACCEPTANCE OF THE AGENDA**

**ANNOUNCEMENTS**

*The City Council meets the 2nd and 4th Monday of each month  
6:00 p.m. - 7:00 p.m. - Work Session  
7:00 p.m. - Regular Meeting of the City Council*

**CONSENT AGENDA**

**2. Records Disposition List**

**Summary:** The listed documents have reached the end of required archiving per the Records Retention Manual as published by the Secretary of State's Office. Once approved by council, documents will be shredded on site.

**3. Approval of June 8, 2026, Regular Meeting Minutes**

**BILLS PAYABLE REPORT**

*For Information Only: Invoices Paid Listing*

**UNFINISHED BUSINESS**



**REGULAR MEETING  
AGENDA  
CITY OF CREVE COEUR  
CITY COUNCIL  
300 NORTH NEW BALLAS RD  
JUNE 22, 2026  
7:00 PM**

**NEW BUSINESS**

- 4. Bill No. 6221 - An Ordinance amending the adopted 2027 General Fund Budget of the City of Creve Coeur by authorizing an additional appropriation to the General Fund Budget for the Administrative Services Division for a part-time Special Projects Manager. First Reading.**  
**Summary:** Staff is recommending approval of a budget amendment to fund a part-time Special Projects Manager position within the Administrative Services Department.
- 5. Resolution No. 1874 — A Resolution authorizing the purchase of insurance coverages for the year beginning July 1, 2026.**  
**Summary:** The City is a member of the St. Louis Area Insurance Trust (SLAIT), a self-insurance pool for liability, worker's compensation, and health insurance. The proposed resolution authorizes coverage through SLAIT for the year beginning July 1, 2026, and also authorizes the purchase of other annual insurance policies not provided by SLAIT, including public officials' liability and property and auto coverage.
- 6. Resolution No. 1875 — A Resolution of the City Council of the City of Creve Coeur, Missouri, authorizing the execution of an agreement for Economic Development Services with the 39 North Agtech Innovation District.**  
**Summary:** Staff recommends approving a three-year Economic Development Services Agreement with the 39 North Agtech Innovation District to continue the City's partnership for targeted business attraction, retention, and marketing.
- 7. Resolution No. 1876 - A Resolution of the City Council of the City of Creve Coeur, Missouri, authorizing the execution of a contract with Spencer Contracting Company for asphalt pavement resurfacing as part of the 2027 Fiscal Year Pavement Maintenance Program for the not-to-exceed contract sum of \$580,062.20.**  
**Summary:** Competitive bids have been evaluated for the City's annual asphalt pavement resurfacing project. Staff recommends entering into a contract with Spencer Contracting Company for the project, based upon their past performance in the City and their low bid for the work.
- 8. Resolution No. 1877— A Resolution of the City Council of the City of Creve Coeur, Missouri, authorizing the execution of a contract with Thouvenot, Wade & Moerchen, Inc. for engineering services to develop Phase 2 of the**



**REGULAR MEETING  
AGENDA  
CITY OF CREVE COEUR  
CITY COUNCIL  
300 NORTH NEW BALLAS RD  
JUNE 22, 2026  
7:00 PM**

**Fernview Sidewalk Concept Plan for the not-to-exceed amount of \$39,336.00.**

**Summary:** Staff recommends entering into a contract with Thouvenot, Wade & Moerchen, Inc. (TWM), for the not-to-exceed amount of \$39,336.00, to review the feasibility of adding a sidewalk on Fernview Drive, from Gallagher Road to Mason Manor Road, and for the preparation of conceptual plans for the most feasible option.

- 9. Resolution No. 1878 — A Resolution of the City Council of the City of Creve Coeur, Missouri, authorizing the execution of a contract with Archimages for Alta Survey Services related to design and development of a new government center for a lump sum amount of \$32,000.00.**

**Summary:** Staff recommends approval of the proposal from Archimages Architectural Firm to perform the required ALTA Survey for the new Government Center project, documenting site conditions and locating public and private utilities.

**APPOINTMENTS**

- 10. Recommendations for Annual Appointments and Reappointments to Boards, Commissions, and Committees**
- 11. Olia Village CID Reappointments**

**BUSINESS FROM MAYOR AND CITY COUNCIL**

- 12. Council Liaison Reports**

**BUSINESS FROM CITY ADMINISTRATOR**

- 13. Government Center Design Progress Update**

**ADJOURNMENT**

**Pursuant to Section 610.022 RSMo., the City Council could, at any time during the meeting, vote to close the public meeting and move to closed session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney as provided under Section 610.021(1) RSMo. and/or personnel matters under Section 610.021(13) RSMo. And/or employee matters under Section**



**REGULAR MEETING  
AGENDA  
CITY OF CREVE COEUR  
CITY COUNCIL  
300 NORTH NEW BALLAS RD  
JUNE 22, 2026  
7:00 PM**

**610.021(3) RSMo. and/or real estate matters under Section 610.021(2) or other matters as permitted by Chapter 610.**

Posted by: \_\_\_\_\_

Date/Time posted: \_\_\_\_\_

***If you need special accommodations to attend a meeting, services may be arranged by contacting the Office of the City Administrator in advance.***



## LOCAL RECORDS PROGRAM

### DISPOSITION LIST

#### **CITY OF CREVE COEUR**

**2026**

The following records have met their mandated retention schedule and are recommended for disposal under RSMo 109.230 subsection 4. The records are scheduled for shredding and said action shall be recorded in the jurisdictional minutes with the record series and inclusive dates.

RECORD SERIES	INCLUSIVE DATES	DESTRUCTION CODE FROM SOS
<b>Duplicates:</b> Requisition Forms, Invoices, Vendor Proposals, Various Agreements, CC Resolutions, CC Ordinances	<b>1987-2016</b>	<b>Non-Record</b>
<b>Drafts:</b> CCPD Notification Matrix, various letters, CCPD and Parkway School District SRO Agreement	<b>1998-2014</b>	<b>Non-Record</b>
<b>Misc. Non-Records:</b> Vendor catalogs and product sheets, Municipal and county agendas and minutes not Creve Coeur related, Internet Printouts not related to Creve Coeur	<b>1997-2013</b>	<b>Non-Record</b>
<b>Handwritten Notes</b>	<b>1999-2016</b>	<b>Non-Record</b>
<b>Accounts Payable Records:</b> American Co. Invoices, Konica Invoices, Firearm-related Invoices, Application Payments for Major Case Squad	<b>2001-2008</b>	<b>GS007</b>
<b>Accounts Receivable Records:</b> Payments from Parkway SRO Program	<b>2004</b>	<b>GS008</b>
<b>Banking and Investment Records:</b> SRO Money Management Account Deposit Documents	<b>1999-2001</b>	<b>GS010</b>
<b>General Correspondence:</b> Emails, Faxes, Fax Transmittal Sheets; concerning: SRO program, Drug Task Force, Conceal & Carry Laws, Major Case Squad trainings	<b>1999-2013</b>	<b>GS013</b>

<b>Computer System Documentation:</b> eTwist and Global records related documents, such as information sheets, installation information, and planning correspondence. Both systems are no longer used.	<b>2007-2011</b>	<b>GS025</b>
<b>Grant Records:</b> DOJ COPs grant funding extension request, Financial Reports Submitted to DOJ	<b>2000</b>	<b>GS040</b>
<b>Permits and Licenses:</b> Federal Firearms License Renewal Applications	<b>2009</b>	<b>GS050</b>
<b>Bid Records:</b> DNT Proposal, Konica Minolta Proposal	<b>2005-2013</b>	<b>GS055</b>
<b>Insurance Policy Records:</b> SLAIT Renewal Certificate	<b>2013-2017</b>	<b>GS056</b>
<b>Contracts, Leases, and Agreements:</b> Office Equipment Leases/Agreements, Contracts with St. Louis County, MO Highways Agreements, SRO Agreements, Town and Country Dispatch Agreements, Information Technology Agreements	<b>1992-2018</b>	<b>GS060</b>
<b>Equipment Ownership and Maintenance Records:</b> DNT Equipment Request/Delivery and Acceptance Forms, Firearm Transfer Forms	<b>2001-2014</b>	<b>GS069</b>



# LOCAL RECORDS PROGRAM

## DISPOSITION LIST

### CITY OF CREVE COEUR

**2026**

The following **Multi Department Records** have met the mandated retention schedule and are recommended for disposal under RSMo 109.230 subsection 4. The records are scheduled for shredding and said action shall be recorded in the jurisdictional minutes with the record series and inclusive dates.

RECORD SERIES	INCLUSIVE DATES	DESTRUCTION CODE FROM SOS
General correspondence, receipts, expired real estate sign permits, payroll and invoice documentation, EEO questionnaires, denied RFP responses, inspection records, certificates of insurance, and excavation permits. <i>Non-records consist of duplicates, draft materials, superseded policies, various plans, manuals, contracts, memoranda, maps, and miscellaneous items such as business cards and handwritten notes.</i>	<b>1954 - 2004</b>	<b>GS 012, GS 007, GS 052, GS 023, GS 030, GS 055, GS 134, GS 123, GS 056, GS 050</b>
General correspondence and transmittal sheets that hold no long-term administrative or legal value. Planning and Zoning denied or cancelled plans. <i>Non-records consist of duplicate plans and copies of Ordinances, public hearing notices and transcripts (Originals on file with the City Clerk).</i>	<b>1968 - 2003</b>	<b>GS 012, GS 112</b>
IBM and Lotus software floppy disks, fax transmittal cover sheets (contents retained), and unapproved plans for Graeser Hills. <i>Non-records consisted of handwritten notes, unrelated articles, legal documents, and maps. One draft document was found, relating to the Bellerive Agreement. Numerous duplicate materials were noted, ranging from budget books and zoning studies to subdivision plans, maps, and public hearing transcripts and ordinances.</i>	<b>1950-1990</b>	<b>GS 024, GS 012, GS 112</b>
One record related to the Linclay Corporation's proposed zoning and subdivision, which was denied. <i>Non-record materials consist of blank forms, informational packets, and handwritten notes. Numerous duplicate materials were identified, including subdivision plats, preliminary and improvement plans, sewer and construction documents, and related development materials for various subdivisions and neighborhoods such as Malcolm Terrace, Mosley Estates, Runnymede, Willowbrook, and others. The collection also includes a large number of ordinances. The collection includes non-records, duplicates, and various Planning and Zoning minutes, as well as a public hearing transcript, an ordinance, and a flood plain study.</i>	<b>1950-2001</b>	<b>GS 112</b>
Public Notice Records: Affidavits of Publication, Meetings,	<b>2010, 2018 -</b>	<b>GS 022</b>

Public Notices, Zoning Notices, Public Hearing. <i>Non-Records consisted of Duplicate Public Hearing Transcripts</i>	2019	
Code Book Supplements – already codified	2020	GS 078
Participant Registration/Attendance Record – Town Hall Meetings	2021-2022	GS 065
Handwritten Meeting Notes for City Council – Official minutes have been created and approved	2023 - 2024	GS 021
General Correspondence & Letters from the Mayor	2022-2024	GS 012
Public Information Requests and Documentation	2022	GS 066
MoDOT HMV Contract	2018-2020	GS 060
Mules Invoice	2023	GS 007
Termination of Lincoln Financial Group Insurance Policies (include 5 duplicate copies)	2019	GS 056
Legal Opinion and litigation paperwork ( <i>Reviewed by the City Attorney</i> )	2000-2016	GS 058, GS 059
Employee Personnel Records ( <i>termed in 2015</i> )	2015	GS 026
Employee Medical Records	2018	GS 027
Personal Financial Disclosure Statements and Financial Disclosure Statements for Political Subdivisions	2018-2020	GS 129
Agenda Submission of defeated zoning ordinance	1997	GS 112
Failed Olive/Center Parkway CID related documents: memos, correspondence, petitions, amendments to failed ordinance	2010	GS 092
Failed Olive/New Ballas CID related documents: memos, correspondence, petitions, failed ordinance, petition, amended petition	2010	GS 092
Planning and Zoning: Duplicate and Draft Minutes ( <i>originals on file with the City Clerk</i> ).	1963-1986, 1999-2000	GS 021
Duplicate copy of Ordinance 752, 771, 801 ( <i>Originals on file with the City Clerk</i> ).	1976-1977	
Board of Adjustment: Duplicate and Draft Minutes ( <i>originals on file with the City Clerk</i> ).	1986	GS 021
Board of Alderman/City Council: Duplicate Minutes ( <i>originals on file with the City Clerk</i> ).	1974- 2008	GS 21
Prosecution Retention Destruction – 9 Boxes ( <i>reviewed by the Prosecuting Attorney's Office</i> )		
General Correspondence regarding SROs, the St. Louis County Municipal League about a municipal award, general Charter Communications, lifetime passes for the ice arena. Committee member lists that include addresses and phone numbers. <i>Non-record material includes a superseded memo regarding lifetime passes at the ice arena. Duplicate materials include Resolution 439, Resolution 520, superseded accounts payable listings contained in a minute's memorandum, New Missouri resident informational packet with no reference to City Council.</i>	1980-1989, 1994, 2013, 2017	GS 012, GS 044
The records include general correspondence over multiple years. <i>Non-records consist of newspaper clippings, chamber documents, a business plan, and outdated guidelines that are unrelated to City activity. Duplicates include preliminary subdivision designs, research center</i>	1956-1969, 1985-1999, 2005	GS 012

<i>plans, county office building drawings, culvert drawings, copies of boundary expansions, policies on street vacations, and a road name change request. Duplicate copies of various policies and administrative instruction.</i>		
<i>Monsanto Non Records: ALL DUPLICATES: handwritten notes, reference documents, and multiple duplicated records related to municipal decisions, planning, and corporate activities lists of liquid chemicals and emergency spill control guides, planning and zoning minutes, board of adjustment decisions, and ordinances. correspondence and plans, such as letters, architectural communications, site and master plans, parking layouts, and discussions of chemical-related concerns. land use planning documents, building permits, roadway improvement plans, and public hearing notices and transcripts,</i>	<b>1959-1999</b>	
Copy of City of Creve Coeur – Emergency Operations Plan & Internal Department Meeting ( <i>Superseded</i> )	<b>2004</b>	<b>GS 051, GS 085</b>
<i>Non Records: ICMA Leading Ideas Series DVD; Booklet: Fred N. Sauer – Wake Up St. Louis County! Rex Sinquefield Wants You to Pay for His Empire 2023 – Rate Recommendation Report of the Rate Commission of the Metropolitan St. Louis Sewer District upon the Wastewater and Stormwater Rate Change Proposal, copy of MSD Rate Commission Meeting Minutes, handwritten meeting notes Rate proposal by Raftelis (Not Specific to Creve Coeur)</i>		
<i>Non Records: Duplicate copy of On-Call Owner’s Representative Services Qualifications – Navigate Building Solutions, 39 North Master Plan (digital copies available)</i>	<b>2016, 2021</b>	
Actuarial Valuation Report	<b>2022</b>	<b>GS 074</b>
Open Records Requests	<b>1993 - 2000</b>	<b>GS 066</b>
Excavation Permits	<b>2020</b>	<b>GS 052</b>
<i>Questover Non Records: ALL DUPLICATES: planning and zoning minutes, Ordinances, agreements, construction quotes, plans, plats, applications, transparencies</i>	<b>1977 - 1998</b>	
<i>Misc. Planning and Zoning Boxes – ALL DUPLICATES: planning and zoning minutes, ordinances, construction plans, site plans, center business district transportation study update, public hearing transcripts, general correspondence, applications</i>	<b>1965 - 1990, 2000</b>	
Development and Zoning Requests - Denied	<b>1968 - 1970</b>	<b>GS 112</b>
Police Department: motorcycle-related records such as invoices, requisition forms, pricing information, and various correspondence (including applicant and Harley-Davidson communications), along with fax cover sheets, a council agenda submission, a brand options proposal, fixed asset and insurance documents, an auction agreement, contracts between SLMPD and CCPD, and vehicle titles for	<b>2002-2020</b>	<b>GS 007, GS 009, GS 012, GS 013, GS 021, GS 036, GS 054, GS 056, GS 060, GS 067</b>

motorcycles no longer in service. <i>Non-Record materials like handwritten notes, outdated manuals, brochures, blank forms, general reference printouts, drafts of contracts, lease agreements, and proposals. Duplicates of a liability certificate and lease-related correspondence.</i>		
Temporary Police Order (not a police case record) – 90 days	<b>2017</b>	<b>GS 012, GS 012.1</b>
Evidence/Property Management Memorandum	<b>2003</b>	<b>POL 029</b>
Global Records System		<b>GS 016</b>
St. John's records: fax transmission sheets, denied Planning and Zoning Commission application for St. John's NICU. Denied P&Z Request for SJMMC. <i>Non-Records: DRAFTS, DUPLICATES, SUPERSEDED landscape plans, ordinances, Planning and Zoning meeting minutes, planning and zoning applications, fax transmission sheets, storm drain analyses, surgery addition plans, landscape plans, and site development plans related to St. John's planning, zoning, construction, escrow agreements, Skilled Nursing Plans, and infrastructure activities. consisting of site plans, development plans, plats, correspondence, St. Louis County Ordinances.</i>	<b>1975 - 2000</b>	<b>GS 016, GS 052, GS 112</b>
Public Works Director Budget working documents, include misc. notes and correspondence	<b>2016-2024</b>	<b>GS 012, GS 004</b>



**REGULAR MEETING  
MINUTES  
CITY OF CREVE COEUR  
CITY COUNCIL  
300 NORTH NEW BALLAS RD  
JUNE 8, 2026  
7:00 PM**

**CALL TO ORDER**

A regular meeting of the City Council of the City of Creve Coeur was called to order by Mayor Robert Hoffman at the City Council Chamber, 300 North New Ballas Rd, City of Creve Coeur Government Center, Creve Coeur, MO 63141 on Monday, June 8, 2026, at 7:00 PM.

**PLEDGE OF ALLEGIANCE**

Mayor Hoffman led the Pledge of Allegiance.

**ROLL CALL**

Mayor Robert Hoffman  
Council Member, Ward 1 Mark Manlin  
Council Member, Ward 1 Donna Spence  
Council Member, Ward 2 Nicole Greer  
Council Member, Ward 2 Kimberly Norwood  
Council Member, Ward 3 David Hoffman  
Council Member, Ward 3 Drew Newman  
Council Member, Ward 4 Mara Berry  
Council Member, Ward 4 Scott Saunders

Staff Present: Assistant City Administrator Sharon Stott, City Attorney Carl Lumley, Director of Community Development Jason Jaggi, Director of Finance Joan Leary, Director of Public Works Jay Lancaster, Assistant Director of Public Works Dione Garson, Chief of Police Jeffrey Hartman, Information Systems Coordinator Chris Tumbarello, and City Clerk Kellie Henke.

**COMMENTS FROM THE GENERAL PUBLIC**

Elizabeth Sparks Holmes, a resident of 63088 and candidate for the U.S. House of Representatives representing Missouri's 2nd Congressional District, introduced herself and provided an overview of her campaign, including her reasons for seeking office and her campaign initiatives.

**ACCEPTANCE OF THE AGENDA**

<p><b>RESULT: APPROVED (UNANIMOUS)</b> <b>MOVER:</b> Saunders <b>SECONDER:</b> Greer <b>AYES:</b> Manlin, Spence, Greer, Norwood, Hoffman, Newman, Berry, Saunders</p>
--

The vote on the motion being 8 ayes and 0 nays, motion carried.



**REGULAR MEETING  
MINUTES  
CITY OF CREVE COEUR  
CITY COUNCIL  
300 NORTH NEW BALLAS RD  
JUNE 8, 2026  
7:00 PM**

**ANNOUNCEMENTS**

*The City Council meets the 2nd and 4th Monday of each month  
6:00 p.m. - 7:00 p.m. - Work Session  
7:00 p.m. - Regular Meeting of the City Council*

**CONSENT AGENDA**

**RESULT: APPROVED (UNANIMOUS)**  
**MOVER:** Saunders  
**SECONDER:** Greer  
**AYES:** Manlin, Spence, Greer, Norwood, Hoffman, Newman, Berry, Saunders

The vote on the motion being 8 ayes and 0 nays, motion carried.

- 1. Approval of May 26, 2026, Regular Meeting Minutes**

**BILLS PAYABLE REPORT**

*For Information Only: Invoices Paid Listing*

**UNFINISHED BUSINESS**

- 2. Bill No. 6219 — An Ordinance adopting the Annual Budget of the City of Creve Coeur for the Fiscal Year 2027 commencing July 1, 2026 and appropriating funds pursuant thereto. Final Reading and Passage.**

City Clerk read Bill No. 6219 for the final time.

**RESULT: APPROVED (UNANIMOUS)**  
**MOVER:** Saunders  
**SECONDER:** Greer  
**AYES:** Manlin, Spence, Greer, Norwood, Hoffman, Newman, Berry, Saunders

The vote on the motion being 8 ayes and 0 nays, motion carried. Bill No. 6219 becomes Ordinance No. 5990.

- 3. Bill No. 6220 — An Ordinance amending Chapter 125, Boards, Commissions and Committees, Chapter 130 Personnel Code, and Chapter 500 Building Code Regulations regarding the Personnel Appeals Board and the Building Code Board of Appeals. Final Reading and Passage.**



**REGULAR MEETING  
MINUTES  
CITY OF CREVE COEUR  
CITY COUNCIL  
300 NORTH NEW BALLAS RD  
JUNE 8, 2026  
7:00 PM**

City Clerk read Bill No. 6220 for the final time.

Pati Trout, a resident of Creve Coeur, addressed the Council regarding the process for appointments to City Boards, Commissions, and Committees. She stated that many find the application process challenging and suggested that the City consider a lottery system to provide additional opportunities for resident participation. Mayor Hoffman noted that the City has experienced a lack of applications for available positions.

Council Member Spence reiterated that the City has received a limited number of applications and noted that she had encouraged residents at a previous Council meeting to apply for vacancies. In response to a question from Council Member Berry, Mayor Hoffman stated that applications are typically reviewed in June and that the number of applications received this year was insufficient to fill all available vacancies.

Mark Rothstein, a resident of Creve Coeur, asked whether individuals applying for Boards, Commissions, and Committees had expressed concerns that the application process was confusing or that outside factors made them feel intimidated from applying. Mayor Hoffman responded that there are no barriers to applying and that all applications are reviewed and considered.

<p><b>RESULT: APPROVED (UNANIMOUS)</b> <b>MOVER:</b> Saunders <b>SECONDER:</b> Spence <b>AYES:</b> Manlin, Spence, Greer, Norwood, Hoffman, Newman, Berry, Saunders</p>
---

The vote on the motion being 8 ayes and 0 nays, motion carried. Bill No. 6220 becomes Ordinance No. 5991.

## **NEW BUSINESS**

- 4. Resolution No. 1872 — A Resolution to amend Resolution No. 1717 adopting the Citizen's Guide to Advisory Boards, Commissions and Committees for the City of Creve Coeur and authorizing the City Clerk to maintain and update the same.**

City Clerk read Resolution No. 1872.

The City Clerk explained that the proposed amendments update the City's Citizens Guide to reflect changes associated with Bill No. 6220. She further noted that the resolution authorizes the City Clerk to maintain the Guide and make any necessary



**REGULAR MEETING  
MINUTES  
CITY OF CREVE COEUR  
CITY COUNCIL  
300 NORTH NEW BALLAS RD  
JUNE 8, 2026  
7:00 PM**

updates, revisions, or amendments resulting from changes to the City Code without requiring additional City Council approval.

**RESULT: APPROVED (UNANIMOUS)**

**MOVER:** Saunders

**SECONDER:** Spence

**AYES:** Manlin, Spence, Greer, Norwood, Hoffman, Newman, Berry, Saunders

The vote on the motion being 8 ayes and 0 nays, motion carried.

- 5. Resolution No. 1873 — A Resolution of the City Council of the City of Creve Coeur, Missouri, authorizing the execution of a contract with Ideal Landscape Construction Inc., for the Lake School Park Phase 1 renovation project for the not-to-exceed lump sum amount of \$933,868.00, plus authorization for the City Administrator to approve up to \$40,000 for future change orders on the project.**

City Clerk read Resolution No. 1873.

Director of Public Works Jay Lancaster provided an overview of the contract and stated that staff recommends proceeding with the alternate bid for a concrete playground sub-base to prevent shifting, reduce maintenance, and maximize the lifespan of the safety surface. Mr. Lancaster stated that \$40,000 is also included for potential future change orders to efficiently address potential unsuitable fill removal without delaying the project, ensuring the temperature-sensitive safety surfacing is completed before cold weather. Project completion is estimated for October 2026.

Council Member Berry asked whether the tennis courts would also be striped for pickleball. Mr. Lancaster stated that the courts would remain dedicated tennis courts and that pickleball facilities are anticipated to be located at Conway Park.

Mayor Hoffman noted the significant need for a new playground, explaining that the previous playground had been removed due to safety concerns and that the City has seen an increase in younger families.

Council Member Spence recommended not using tire-based surfacing. Mr. Lancaster responded that a one-piece poured-in-place safety surface is proposed for the playground.



**REGULAR MEETING  
MINUTES  
CITY OF CREVE COEUR  
CITY COUNCIL  
300 NORTH NEW BALLAS RD  
JUNE 8, 2026  
7:00 PM**

Council Member Newman expressed appreciation for staff's recommendation to include a \$40,000 contingency allowance for potential change orders.

In response to a question from Council Member Spence, Mr. Lancaster confirmed that post-tension concrete is planned for the tennis courts.

<p><b>RESULT: APPROVED (UNANIMOUS)</b> <b>MOVER:</b> Saunders <b>SECONDER:</b> Greer <b>AYES:</b> Manlin, Spence, Greer, Norwood, Hoffman, Newman, Berry, Saunders</p>
--

The vote on the motion being 8 ayes and 0 nays, motion carried.

**BUSINESS FROM MAYOR AND CITY COUNCIL**

**6. Council Liaison Reports**

Council Member Hoffman announced that the Quarterly Police Recognition Ceremony will take place at the Police Department on Tuesday, June 9, 2026, at 5:00 p.m.

Council Member Newman stated that the annual Heart-to-Heart Race took place over the weekend and was the largest to date, with 578 registrations and thank Director of Recreation Jason Valvero and his staff for their work on the event. He also recognized Zach Legenzoff as the winner of the 5K for the second year in a row.

Mayor Hoffman thanked those who participated in the recent Creve Coeur Night Out event, including organizers Officer Brooke Bedwell and Officer Cambra Pogue, and the staff from the police department, public works department, and the fire department, and most importantly, the residents. He also thanked Public Information Officer and Management Analyst Melissa Bradford for the photos she took at the event.

**BUSINESS FROM CITY ADMINISTRATOR**

No Business From City Administrator.

**ADJOURNMENT**

<p><b>RESULT: APPROVED (UNANIMOUS)</b> <b>MOVER:</b> Spence <b>SECONDER:</b> Greer <b>AYES:</b> Manlin, Spence, Greer, Norwood, Hoffman, Newman, Berry, Saunders</p>
--



**REGULAR MEETING  
MINUTES  
CITY OF CREVE COEUR  
CITY COUNCIL  
300 NORTH NEW BALLAS RD  
JUNE 8, 2026  
7:00 PM**

The vote on the motion being 8 ayes and 0 nays, motion carried.

The meeting adjourned at 7:21 p.m.

Submitted by:

\_\_\_\_\_  
Kellie Henke  
City Clerk

\_\_\_\_\_  
Dr. Robert Hoffman  
Mayor

DRAFT



**REGULAR MEETING  
MINUTES  
CITY OF CREVE COEUR  
CITY COUNCIL  
300 NORTH NEW BALLAS RD  
JUNE 8, 2026  
7:00 PM**

DRAFT



# MEMORANDUM

---

**DATE:** June 17, 2026

**TO:** Kris Simpson, City Administrator

**FROM:** Joan Leary, Director of Finance

**SUBJECT:** Invoices Paid Listing

For your information and transmittal to the City Council, attached is a list of paid invoices from June 4, 2026 through June 17, 2026 in the amount of \$344,980.25.



Creve Coeur, MO

# Council Report Invoices Paid By Fund

Payment Dates 6/4/2026 - 6/17/2026

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Payment Number	Amount
<b>Fund: 01 - GENERAL FUND</b>						
QUADIENT FINANCE USA INC	PPLN01 5/18/26	05/18/2026	7900044080159662 PREPAID...	01-1652	3629	3,000.00
DEPARTMENT OF TREASURY	INV0002818	06/05/2026	SOCIAL SECURITY	01-2102	DFT0012776	45,561.18
DEPARTMENT OF TREASURY	INV0002818	06/05/2026	MEDICARE	01-2103	DFT0012776	10,655.36
DEPARTMENT OF TREASURY	INV0002818	06/05/2026	FEDERAL WITHHOLDING	01-2104	DFT0012776	37,036.75
PAYROLL MISSOURI WITHHO...	INV0002819	06/05/2026	STATE WITHHOLDING	01-2105	DFT0012777	12,981.00
ST LOUIS COUNTY CIRCUIT C...	INV0002813	06/05/2026	GARNISHMENT	01-2111	69594	51.88
STANDARD INSURANCE COM...160-763511-00001 JUN 26		06/01/2026	DENTAL INS JUN 26	01-2213	3599	6,502.80
WASHINGTON NATIONAL INS...P2652506		06/01/2026	WGO0006955, 02413 JUN 26...	01-2215	3602	367.80
FIDELITY SECURITY LIFE INSU... 167367867		06/01/2026	VISION JUN 26	01-2218	3581	957.39
FIDELITY SECURITY LIFE INSU... 167359754		06/01/2026	RETIRES VISION INS JUN 26	01-2224	3580	24.15
STANDARD INSURANCE COM...160-763511-00002 JUN 26		06/01/2026	RETIRE DENTAL JUN 26	01-2226	3599	286.70
PAYROLL MS CONTRIBUTIONS	INV0002815	06/05/2026	ER PENSION 7%	01-2312	DFT0012773	586.38
PAYROLL MS CONTRIBUTIONS	INV0002815	06/05/2026	ICMA ROTH 457 \$	01-2318	DFT0012773	2,447.31
PAYROLL MS CONTRIBUTIONS	INV0002815	06/05/2026	ICMA ROTH 457 %	01-2318	DFT0012773	6,059.43
PAYROLL MS CONTRIBUTIONS	INV0002815	06/05/2026	MS ROTH IRA CATCHUP\$	01-2318	DFT0012773	50.00
PAYROLL MS CONTRIBUTIONS	INV0002814	06/05/2026	ICMA ROTH IRA %	01-2319	DFT0012772	249.78
PAYROLL MS CONTRIBUTIONS	INV0002815	06/05/2026	ICMA ROTH IRA \$	01-2319	DFT0012773	502.70
VOYA	INV0002817	06/05/2026	VOYA 457 %	01-2321	DFT0012775	504.22
VOYA	INV0002817	06/05/2026	VOYA 457\$	01-2321	DFT0012775	310.00
VOYA	INV0002817	06/05/2026	VOYA 457 %	01-2321	DFT0012775	135.72
PAYROLL MS CONTRIBUTIONS	INV0002815	06/05/2026	ICMA 457 \$	01-2322	DFT0012773	6,647.84
PAYROLL MS CONTRIBUTIONS	INV0002815	06/05/2026	ICMA 457 \$	01-2322	DFT0012773	115.39
PAYROLL MS CONTRIBUTIONS	INV0002815	06/05/2026	ICMA 457 %	01-2322	DFT0012773	3,122.86
MOST MISSOURIS 529 SAVI...	INV0002816	06/05/2026	MOST 529 COLLEGE SAVINGS...	01-2323	DFT0012774	525.00
PAYROLL MS CONTRIBUTIONS	INV0002815	06/05/2026	ICMA LOAN PAYMENT	01-2324	DFT0012773	184.63
BIO-ONE STC LLC	INV-060526	06/05/2026	DISINFECTION OF EVIDENCE ...	01-2712	DFT0012814	350.00
						<b>139,216.27</b>
						<b>139,216.27</b>
<b>Department: 11 - LEGISLATIVE SERVICES</b>						
<b>Division: 12 - MAYOR AND CITY COUNCIL</b>						
FASTSIGNS	28-114770	06/11/2026	SCULPTURE ON THE MOVE P...	01-11-12-7315	DFT0012842	50.00
						<b>Division 12 - MAYOR AND CITY COUNCIL Total: 50.00</b>
<b>Division: 13 - CITY CLERK</b>						
MCLAUGHLIN COURT REPOR...	060426-1	06/04/2026	COURT REPORTING FY27 BU...	01-11-13-6202	3586	158.50

Council Report Invoices Paid

Payment Dates: 6/4/2026 - 6/17/2026

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Payment Number	Amount	
MoCCFOA MEMBERSHIP STA...	6/18/26	06/10/2026	LUNCHEON-HENKE AND MA...	01-11-13-6264	69592	70.00	
						<b>Division 13 - CITY CLERK Total:</b>	<b>228.50</b>
						<b>Department 11 - LEGISLATIVE SERVICES Total:</b>	<b>278.50</b>
<b>Department: 12 - ADMINISTRATION</b>							
<b>Division: 10 - LEGAL</b>							
CURTIS HEINZ GARRETT AND...	197267-197271	06/02/2026	MUNICIPAL PROSECUTION N...	01-12-10-6201	3574	440.00	
CURTIS HEINZ GARRETT AND...	197267-197271	06/02/2026	PROSECUTING ATTORNEY AS...	01-12-10-6201	3574	495.00	
CURTIS HEINZ GARRETT AND...	197267-197271	06/02/2026	MUNICIPAL PROSECUTION R...	01-12-10-6201	3574	3,000.00	
CURTIS HEINZ GARRETT AND...	197267-197271	06/02/2026	CITY ATTORNEY NON-RETAIN...	01-12-10-6201	3574	4,992.00	
CURTIS HEINZ GARRETT AND...	197267-197271	06/02/2026	CITY ATTORNEY RETAINER M...	01-12-10-6201	3574	5,500.00	
						<b>Division 10 - LEGAL Total:</b>	<b>14,427.00</b>
<b>Division: 11 - ADMINISTRATIVE</b>							
ASI	A000178626ECHO	05/29/2026	HRA & FSA ADMIN FEES MAY...	01-12-11-6203	3565	458.50	
MERCY CORPORATE HEALTH	799506	06/01/2026	PRE-EMPLOYMENT SCREENI...	01-12-11-6271	69604	55.25	
						<b>Division 11 - ADMINISTRATIVE Total:</b>	<b>513.75</b>
<b>Division: 14 - MUNICIPAL COURT</b>							
ENGELMEYER & PEZZANI LLC	1499	03/31/2026	JUDICIAL SERVICES MARCH 26	01-12-14-6201	3579	1,875.00	
ENGELMEYER & PEZZANI LLC	1653	04/30/2026	JUDICIAL SERVICES APRIL 26	01-12-14-6201	3579	1,875.00	
ENGELMEYER & PEZZANI LLC	1654	05/31/2026	JUDICIAL SERVICED MAY 26	01-12-14-6201	3579	1,875.00	
JODY CASWELL	MACA SPRING 5/19/26	06/11/2026	MACA SPRING CONFENCE - ...	01-12-14-6265	3620	288.32	
MARY LEIGHTON BRUNTRAG...	MMACJA SPRG MAY 26	06/11/2026	MMACJA SPRING CONFEREN...	01-12-14-6265	3624	356.25	
ODP BUSINESS SOLUTIONS L...	469931229001	06/03/2026	CARD STOCK FOR FILES	01-12-14-7304	3627	420.08	
						<b>Division 14 - MUNICIPAL COURT Total:</b>	<b>6,689.65</b>
						<b>Department 12 - ADMINISTRATION Total:</b>	<b>21,630.40</b>
<b>Department: 13 - FINANCE</b>							
<b>Division: 11 - ADMINISTRATIVE</b>							
PAYROLL MISSOURI WITHHO...	INV0002819	06/05/2026	STATE WITHHOLDING	01-13-11-6202	DFT0012777	0.50	
						<b>Division 11 - ADMINISTRATIVE Total:</b>	<b>0.50</b>
<b>Division: 15 - INTERDEPARTMENTAL</b>							
DEPARTMENT OF TREASURY	6/17/26 720	06/17/2026	FORM 720 TAX PAYMENT	01-13-15-6203	DFT0012855	440.69	
CHARTER COMMUNICATIONS	173940501060126	06/01/2026	PD PRI FIBER JUN 26	01-13-15-6253	3572	2,396.34	
CHARTER COMMUNICATIONS	173957701060126	06/01/2026	ANALOG ANALOG LINES JUN ...	01-13-15-6253	3569	120.53	
CHARTER COMMUNICATIONS	173941901060126	06/01/2026	PW TO CITY HALL CONNECTI...	01-13-15-6255	3568	328.48	
CHARTER COMMUNICATIONS	173957901060126	06/01/2026	CITY HALL TV & WIFI JUN 26	01-13-15-6255	3570	417.19	
QUADIANT FINANCE USA INC	18057756	05/29/2026	41614994-1074152 SURE SE...	01-13-15-7304	3594	62.70	
MARBECK PRINTING LLC	217541	06/10/2026	BUSINESS CARDS- JAY LANCA...	01-13-15-7312	3623	87.50	
ODP BUSINESS SOLUTIONS L...	469935014001	06/03/2026	FOLDERS AND CARD STOCK	01-13-15-7312	3593	38.79	
						<b>Division 15 - INTERDEPARTMENTAL Total:</b>	<b>3,892.22</b>
<b>Division: 51 - MIS OPERATIONS</b>							
WINNING TECHNOLOGIES INC	36094	06/08/2026	MAY 2026 NINJA ONE	01-13-51-6202	3604	427.00	
UMZUZU LLC	0189425	06/15/2026	GOOGLE WORKSPACE ANNU...	01-13-51-6213	DFT0012846	1,841.40	

Council Report Invoices Paid

Payment Dates: 6/4/2026 - 6/17/2026

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Payment Number	Amount
DELL MARKETING LP	10878150519	06/06/2026	DELL PRO SMART DOCK SD25	01-13-51-7331	3577	275.62
DELL MARKETING LP	10878652790	06/11/2026	DELL PRO 16 LAPTOP	01-13-51-7331	3611	1,502.04
WINNING TECHNOLOGIES INC	36094	06/08/2026	MAY 2026 SENTINEL ONE PR...	01-13-51-7332	3604	525.00

**Division 51 - MIS OPERATIONS Total: 4,571.06**

**Department 13 - FINANCE Total: 8,463.78**

**Department: 14 - COMMUNITY SERVICES**

**Division: 11 - ADMINISTRATIVE**

CARL SCHAEFER	115	06/05/2026	JUNE CONCERT	01-14-11-6202	69586	1,800.00
MYRLYNN HENLEY	136A	06/05/2026	TAI CHI INSTRUCTION JUNE 2...	01-14-11-6202	3590	510.65
WEST PLEX ENTERTAINMENT...	39960-R	05/18/2026	CONCERT SERIES AD IN NEW...	01-14-11-6260	3636	725.00
FASTSIGNS	270-89203	06/05/2026	SPONSOR BANNER FOR H2H	01-14-11-6281	DFT0012818	99.06
REGAL MIDWEST INC	6411	05/22/2026	SHIRTS FOR HEART TO HEART...	01-14-11-6281	69610	4,122.20
GRAPHIX CONNECTION LLC	11220	06/05/2026	PARK AMBASSADOR SHIRTS ...	01-14-11-7304	69603	366.56

**Division 11 - ADMINISTRATIVE Total: 7,623.47**

**Department 14 - COMMUNITY SERVICES Total: 7,623.47**

**Department: 16 - MUNICIPAL FACILITIES MAINTENANCE**

**Division: 11 - ADMINISTRATIVE**

AUTHORIZED ELEVATOR	6904	06/01/2026	GC QTRLY EXAMINATION & ...	01-16-11-6211	69585	225.00
WIEGMANN ASSOCIATES	89545	06/05/2026	WORK ORDER 261418 HEAT ...	01-16-11-6211	3603	540.00
JOSHUA A DORSEY	000090	06/14/2026	CLEANING CONTRACT - GC 1...	01-16-11-6212	3621	2,000.00
BRANNEY AND SONS MERC...	31587/1	05/01/2026	KEYS AND TAGS	01-16-11-6212	DFT0012816	13.37
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	6092843 PAINT FOR CPO/DA...	01-16-11-6212	69582	175.89
HOME DEPOT CREDIT SERVIC...	8587 5/28/26 CR	05/28/2026	6193355 REFUND SALES TAX	01-16-11-6212	69582	-18.79
ST LOUIS METRO ELECTRIC S...	S100084480.003	05/22/2026	LIGHT BULBS FOR GC	01-16-11-6212	3598	300.00
DH PACE COMPANY INC	SVC/264-884649	05/29/2026	PM INSPECTION AT G.C ON 5...	01-16-11-6212	3612	525.00
AMERENUE	55031-62002 6/2/26	06/02/2026	ELECTRIC CITY HALL 4/07-5/...	01-16-11-6250	DFT0012858	3,563.47
METROPOLITAN ST LOUIS S...	1482769-5 5/15/26	05/15/2026	300 N NEW BALLAS RD STO...	01-16-11-6254	DFT0012805	172.20
CHUCKS ACQUISITION CO LLC	13-0008717	06/15/2026	SAFETY BOOTS FOR P. BENT...	01-16-11-7308	3607	175.00
UNIFIRST CORPORATION	1880254895	06/08/2026	MAINTENANCE UNIFORMS ...	01-16-11-7308	3633	12.19
UNIFIRST CORPORATION	1880256186	06/15/2026	MAINTENANCE UNIFORMS ...	01-16-11-7308	3633	12.19

**Division 11 - ADMINISTRATIVE Total: 7,695.52**

**Department 16 - MUNICIPAL FACILITIES MAINTENANCE Total: 7,695.52**

**Department: 21 - POLICE**

**Division: 11 - ADMINISTRATIVE**

REJIS COMMISSION	577733	06/05/2026	MULES CONNECTION FEE CI...	01-21-11-6202	DFT0012845	85.00
REJIS COMMISSION	577733	06/05/2026	PD SUBSCRIPTION FEE JUNE ...	01-21-11-6202	DFT0012845	4,191.84
REJIS COMMISSION	577733	06/05/2026	LIVESCAN CONNECTION JUN...	01-21-11-6202	DFT0012845	63.00
REJIS COMMISSION	577733	06/05/2026	6 NETMOTION CONNECTION...	01-21-11-6202	DFT0012845	64.56
MERIBETH BROADWAY	26-153	06/02/2026	KENNELING FOR K9 KALI 5/25...	01-21-11-6203	3587	360.00
FLORISSANT PSYCHOLOGICAL... AVDAMI		06/03/2026	PRE-EMPLOYMENT SCREENI...	01-21-11-6203	69589	450.00
FLORISSANT PSYCHOLOGICAL... SKABRO		06/03/2026	PRE-EMPLOYMENT SCREENI...	01-21-11-6203	69589	450.00
REJIS COMMISSION	577733	06/05/2026	GLOBAL SOFTWARE SVCS JU...	01-21-11-6213	DFT0012845	201.60

**Council Report Invoices Paid**

**Payment Dates: 6/4/2026 - 6/17/2026**

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Payment Number	Amount
REJIS COMMISSION	577733	06/05/2026	12 VERIZON DATA LINE JUNE...	01-21-11-6253	DFT0012845	693.00
VERIZON WIRELESS SERVICES...	6145324994	06/04/2026	TABLETS AND AIRCARDS PD ...	01-21-11-6253	3634	240.15
RICHARD WIGINTON	TUITION 3/30/26-5/29/26	06/03/2026	TUITION REIMBURSEMENT 3...	01-21-11-6261	3597	1,204.52
DANIEL J TAPELLA	TUITION 3/30/26-5/29/26	06/08/2026	TUITION REIMBURSEMENT 3...	01-21-11-6261	3576	1,234.87
SEAN BURKETT	TUITION 6/10/26	06/10/2026	TUITION REIMBURSEMENT 3...	01-21-11-6261	3630	1,170.00
MERCY CORPORATE HEALTH	800452	06/01/2026	PRE-EMPLOYMENT SCREENI...	01-21-11-6271	69604	716.50
MERCY CORPORATE HEALTH	800542	06/01/2026	PRE-EMPLOYMENT SCREENI...	01-21-11-6271	69604	658.32
AA KEY & LOCK SERVICE	117226	06/10/2026	KEYS FOR 2416	01-21-11-7302	69596	12.00
ENERGY PETROLEUM CO	605789	06/02/2026	PD ADMINISTRATION	01-21-11-7307	3614	255.03
UNIFIRST CORPORATION	1880254895	06/08/2026	MAINTENANCE UNIFORMS ...	01-21-11-7308	3633	12.18
UNIFIRST CORPORATION	1880256186	06/15/2026	MAINTENANCE UNIFORMS ...	01-21-11-7308	3633	12.18
LEON UNIFORM CO INC	677870	06/02/2026	ADMIN UNIFORM PURCHASE...	01-21-11-7308	3584	252.00
LEON UNIFORM CO INC	677874	06/02/2026	ADMIN UNIFORM PURCHASE...	01-21-11-7308	3584	169.00
LEON UNIFORM CO INC	677901	06/02/2026	ADMIN UNIFORM PURCHASE...	01-21-11-7308	3584	86.00
ADVERTISING PREMIUM SAL...	17558-1	06/04/2026	SOUVENIR STICKY NOTE PAD	01-21-11-7314	3605	240.45
ADVERTISING PREMIUM SAL...	17584-1	06/04/2026	SHIELD RECOGNITION LABEL	01-21-11-7314	3605	188.13
<b>Division 11 - ADMINISTRATIVE Total:</b>						<b>13,010.33</b>
<b>Division: 21 - INVESTIGATION</b>						
TRANSUNION RISK & ALTER...	5972751-202605-1	06/01/2026	BILLING PERIOD 5/1/26-5/31...	01-21-21-6202	DFT0012821	245.00
AT&T	625233	05/21/2026	TOWER/AREA SEARCH REPO...	01-21-21-6203	3566	70.00
T-MOBILE USA INC	L2606100141	06/10/2026	CELL TOWER DUMPS REPORT...	01-21-21-6203	3632	50.00
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	4904608 TOOL BOXES FOR I...	01-21-21-7304	69582	284.00
ENERGY PETROLEUM CO	605789	06/02/2026	PD INVESTIGATION	01-21-21-7307	3614	64.00
LEON UNIFORM CO INC	678627	06/11/2026	INVEST UNIFORM PURCHASE...	01-21-21-7308	3622	508.00
<b>Division 21 - INVESTIGATION Total:</b>						<b>1,221.04</b>
<b>Division: 22 - PATROL</b>						
APPLIED CONCEPTS STALKER...	478479	05/28/2026	SPEED MODULE W/EXTERNA...	01-21-22-6210	69584	214.00
SUNTRUP FORD INC	489995	04/15/2026	BRAKES FOR CAR 2414	01-21-22-6210	69595	406.55
SUNTRUP FORD INC	490297	06/09/2026	STARTER FOR CAR 2416	01-21-22-6210	69613	336.91
HANDY AUTOMOTIVE	6219-733389	06/03/2026	DURANGO CABIN AIR FILTERS	01-21-22-6210	DFT0012819	31.20
HANDY AUTOMOTIVE	6219-733477	06/03/2026	FORD CABIN AIR FILTERS	01-21-22-6210	DFT0012819	31.20
HANDY AUTOMOTIVE	6219-734448	06/12/2026	AIR AND CABIN FILTERS FOR ...	01-21-22-6210	DFT0012843	55.76
BOB BARKER COMPANY INC	INV2240641	05/27/2026	14X20X2 PROPERTY BAGS	01-21-22-7304	DFT0012815	136.05
BOB BARKER COMPANY INC	INV2241004	05/28/2026	9X12 PROPERTY BAGS	01-21-22-7304	DFT0012815	87.77
ENERGY PETROLEUM CO	605789	06/02/2026	PD PATROL	01-21-22-7307	3614	2,584.08
LEON UNIFORM CO INC	672839-02	06/05/2026	PATROL UNIFORM PURCHASE...	01-21-22-7308	3584	25.00
LEON UNIFORM CO INC	673867-02	06/05/2026	PATROL UNIFORM PURCHASE...	01-21-22-7308	3584	45.00
LEON UNIFORM CO INC	677283-01	06/05/2026	PATROL UNIFORM PURCHASE...	01-21-22-7308	3584	170.00
ADGRAPHIX LLC	58224	06/11/2026	K9 GRAPHICS CAR 2416	01-21-22-9502	DFT0012840	160.00
LEON UNIFORM CO INC	674885	06/05/2026	BALLISTIC VEST PURCHASE F...	01-21-22-9503	3584	921.00
<b>Division 22 - PATROL Total:</b>						<b>5,204.52</b>
<b>Department 21 - POLICE Total:</b>						<b>19,435.89</b>

Council Report Invoices Paid

Payment Dates: 6/4/2026 - 6/17/2026

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Payment Number	Amount
<b>Department: 31 - PUBLIC WORKS</b>						
<b>Division: 11 - ADMINISTRATIVE</b>						
REINHOLD ELECTRIC INC	357173	06/03/2026	TRAFFIC SIGNAL LOCATES 26...	01-31-11-6211	DFT0012820	215.00
REINHOLD ELECTRIC INC	357387	06/05/2026	SERVICE - 400 N NEW BALLAS..	01-31-11-6211	DFT0012844	218.00
MISSOURI ONE CALL SYSTEM ..	6050154	05/31/2026	UTILITY LOCATES MAY 2026 -...	01-31-11-6211	3588	13.50
<b>Division 11 - ADMINISTRATIVE Total:</b>						<b>446.50</b>
<b>Division: 41 - STREET MAINTENANCE</b>						
HUMAN RESOURCE STAFFING	1001087080	06/04/2026	PW TEMPORARY EMPLOYEE...	01-31-41-6207	3582	823.68
HUMAN RESOURCE STAFFING	1001087166	06/11/2026	PW TEMPORARY EMPLOYEE...	01-31-41-6207	3619	1,226.94
HANDY AUTOMOTIVE	6219-733180	06/01/2026	CABIN FILTER	01-31-41-6210	DFT0012819	12.74
HANDY AUTOMOTIVE	6219-733184	06/01/2026	CABIN FILTERS	01-31-41-6210	DFT0012819	15.64
AA KEY & LOCK SERVICE	117227	06/15/2026	LOCKS	01-31-41-6212	69596	97.80
SITEONE LANDSCAPE SUPPLY...	167385718-001	06/10/2026	WEST OLIVE IRRIGATION RE...	01-31-41-6212	69611	56.42
SITEONE LANDSCAPE SUPPLY...	167462786-001	06/11/2026	WEST OLIVE IRRIGATION	01-31-41-6212	69611	406.52
NELSON COUNTY LAND MAI...	23031	05/31/2026	ROW MOWING MAY 2026	01-31-41-6212	3591	4,993.00
AMERENUE	55031-62002 6/2/26	06/02/2026	ELECTRIC STREET DEPT 4/07...	01-31-41-6250	DFT0012858	1,107.53
AMERENUE	55031-62002 6/2/26	06/02/2026	ELECTRIC STREET LIGHTING ...	01-31-41-6251	DFT0012858	12,283.95
CHARTER COMMUNICATIONS	173942001060126	06/01/2026	PW GARAGE TV WIFI JUN 26	01-31-41-6253	3567	161.54
MISSOURI AMERICAN WATER..	1017-210041135520 5/20/26	05/20/2026	198 N NEW BALLAS RD IRRIG...	01-31-41-6254	DFT0012857	39.63
MISSOURI AMERICAN WATER..	1017-210041135520 5/20/26	05/20/2026	6 BEACON HILL LN IRRIG 4/1...	01-31-41-6254	DFT0012857	12.17
MISSOURI AMERICAN WATER..	1017-210041135520 5/20/26	05/20/2026	1030 N LINDBERGH BLVD 4/...	01-31-41-6254	DFT0012857	22.21
MISSOURI AMERICAN WATER..	1017-210041135520 5/20/26	05/20/2026	451 N NEW BALLAS RD IRR3...	01-31-41-6254	DFT0012857	25.69
MISSOURI AMERICAN WATER..	1017-210041135520 5/20/26	05/20/2026	740 N NEW BALLAS RD IRR1S...	01-31-41-6254	DFT0012857	39.63
MISSOURI AMERICAN WATER..	1017-210041135520 5/20/26	05/20/2026	160 N NEW BALLAS RD IRRIG...	01-31-41-6254	DFT0012857	59.38
MISSOURI AMERICAN WATER..	1017-210041135520 5/20/26	05/20/2026	533 N NEW BALLAS RD IRRC...	01-31-41-6254	DFT0012857	39.63
MISSOURI AMERICAN WATER..	1017-210041240477 5/26/26	05/26/2026	298 N NEW BALLAS RD 4/21/...	01-31-41-6254	DFT0012856	89.56
MISSOURI AMERICAN WATER..	1017-210041240477 5/26/26	05/26/2026	631 S NEW BALLAS RD IRRIG ...	01-31-41-6254	DFT0012856	103.51
MISSOURI AMERICAN WATER..	1017-210041240477 5/26/26	05/26/2026	599 S NEW BALLAS RD IRRIG ...	01-31-41-6254	DFT0012856	117.44
MISSOURI AMERICAN WATER..	1017-210041240477 5/26/26	05/26/2026	333 S NEW BALLAS RD IRRIG ...	01-31-41-6254	DFT0012856	440.69
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	1350357 CLEANING SUPPLIES	01-31-41-7301	69582	32.44
SITEONE LANDSCAPE SUPPLY...	167385718-001	06/10/2026	WEST OLIVE IRRIGATION RE...	01-31-41-7302	69611	117.53
NU WAY CONCRETE FORMS ...	2786102	06/10/2026	SHOVELS, BROOMS, SQUEEGEE...	01-31-41-7302	69607	329.35
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	2020215 REPLACEMENT BAT...	01-31-41-7302	69582	338.00
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	5521810 4LB HAMMER	01-31-41-7302	69582	24.97
NEW FRONTIER MATERIALS L...	12951680	06/02/2026	TICKET 43052540 POTHOLES...	01-31-41-7305	3592	191.90
NEW FRONTIER MATERIALS L...	12952572	06/04/2026	TICKET 43052930 - HOTMIX ...	01-31-41-7305	3626	199.50
NEW FRONTIER MATERIALS L...	12953838	06/09/2026	TICKET 43053287 - OAK HAV...	01-31-41-7305	3626	289.75
NEW FRONTIER MATERIALS L...	12954711	06/11/2026	TICKET 43053563 - OAK HAV...	01-31-41-7305	3626	284.05
NEW FRONTIER MATERIALS L...	12955141	06/12/2026	TICKET 43053719 - POTHOLES...	01-31-41-7305	3626	200.45
MCCONNELLS OF ST LOUIS I...	2605-130287	05/27/2026	SS1 BUCKET (3)	01-31-41-7305	3585	89.97
FORD ASPHALT COMPANY INC	26-324-B	06/09/2026	STREET DRAIN BROKE, HOLE ...	01-31-41-7305	3615	4,950.00
NU WAY CONCRETE FORMS ...	2786102	06/10/2026	EXPANSION JOINT	01-31-41-7305	69607	94.00
COUNTY MATERIALS CORP	4301990-00	06/08/2026	6 INLET CAPS	01-31-41-7305	3608	1,080.00

Council Report Invoices Paid

Payment Dates: 6/4/2026 - 6/17/2026

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Payment Number	Amount
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	9362701 FORM BOARDS-FE...	01-31-41-7305	69582	15.32
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	5521810 FOAM BAGS FOR S...	01-31-41-7305	69582	33.94
ENERGY PETROLEUM CO	605789	06/02/2026	PW STREETS	01-31-41-7307	3614	307.00
CEE KAY SUPPLY INC	CK4630530	05/31/2026	TANK RENTAL MAY 2026	01-31-41-7307	DFT0012817	48.86
MIDWESTERN SAFETY EQUI...	057906	06/11/2026	SQWINCHER PACKS AND RAI...	01-31-41-7308	69605	109.12
UNIFIRST CORPORATION	1880254919	06/08/2026	PW UNIFORMS WEEK OF 06/...	01-31-41-7308	3633	71.12
UNIFIRST CORPORATION	1880256216	06/15/2026	PW UNIFORMS WEEK OF 06/...	01-31-41-7308	3633	70.84
CREST INDUSTRIES INC	2952541	06/09/2026	LATEX GLOVES	01-31-41-7308	DFT0012841	419.85
CITY OF BALLWIN	2026-00000005	06/08/2026	SIGNS - 15 MINUTE PARKING	01-31-41-7311	69598	21.00
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	5521810 BEAM CLAMP FOR S...	01-31-41-7311	69582	43.92
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	1350357 FENCE POST MIX	01-31-41-7311	69582	101.82
CUSTOM PRODUCTS CORPO...	INV50984	06/05/2026	STREET SIGNS	01-31-41-7311	69599	4,084.19
<b>Division 41 - STREET MAINTENANCE Total:</b>						<b>35,724.19</b>
<b>Division: 42 - HEALTH/WELFARE</b>						
ANIMAL CARE SERVICE INC	MAY 2026	05/31/2026	DECEASED DEER REMOVAL ...	01-31-42-6214	DFT0012813	250.00
<b>Division 42 - HEALTH/WELFARE Total:</b>						<b>250.00</b>
<b>Division: 43 - PARKS MAINTENANCE</b>						
HUMAN RESOURCE STAFFING	1001087080	06/04/2026	PW TEMPORARY EMPLOYEE...	01-31-43-6207	3582	274.56
HUMAN RESOURCE STAFFING	1001087166	06/11/2026	PW TEMPORARY EMPLOYEE...	01-31-43-6207	3619	408.98
HANDY AUTOMOTIVE	6219-733180	06/01/2026	CABIN FILTER	01-31-43-6210	DFT0012819	4.24
HANDY AUTOMOTIVE	6219-733184	06/01/2026	CABIN FILTERS	01-31-43-6210	DFT0012819	5.21
AA KEY & LOCK SERVICE	117227	06/15/2026	LOCKS	01-31-43-6212	69596	32.60
NELSON COUNTY LAND MAI...	23031	05/31/2026	PARKS MOWING MAY 2026	01-31-43-6212	3591	14,670.00
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	5521810 BATHROOM CAULK	01-31-43-6212	69582	8.98
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	2020215 MO12 ARMOR FOR ...	01-31-43-6212	69582	29.96
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	2030618 HOME ARMOR OU...	01-31-43-6212	69582	491.34
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	2020215 FENCE POST MIX F...	01-31-43-6212	69582	67.88
HOME DEPOT CREDIT SERVIC...	8587 5/28/26 CR	05/28/2026	2132406 RETURN HOME AR...	01-31-43-6212	69582	-491.34
MISSOURI AMERICAN WATER..	1017-210041135520 5/20/26	05/20/2026	902 MASON RD 4/16/26-5/1...	01-31-43-6224	DFT0012857	20.29
METROPOLITAN ST LOUIS S...	1473499-0 5/15/26	05/15/2026	2 Barnes W. Tappmeyer Hou...	01-31-43-6224	DFT0012804	74.55
PHILIBERT SECURITY SYSTEM...	369339	04/05/2026	CENTRAL STATION MONITOR...	01-31-43-6224	69609	41.95
PHILIBERT SECURITY SYSTEM...	371276	06/05/2026	CENTRAL STATION MONITOR...	01-31-43-6224	69609	41.95
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	2020215 FILL VALVE FOR TA...	01-31-43-6224	69582	14.98
AMERENUE	55031-62002 6/2/26	06/02/2026	ELECTRIC PARKS DEPT 4/07-...	01-31-43-6250	DFT0012858	1,231.84
CHARTER COMMUNICATIONS	173942001060126	06/01/2026	PW GARAGE TV WIFI JUN 26	01-31-43-6253	3567	53.85
MISSOURI AMERICAN WATER..	1017-210041240477 5/26/26	05/26/2026	11370 ST PAUL ST PARK 4/23...	01-31-43-6254	DFT0012856	71.36
MISSOURI AMERICAN WATER..	1017-210041240477 5/26/26	05/26/2026	10620 COUNTRY VIEW DR 4/...	01-31-43-6254	DFT0012856	62.85
MISSOURI AMERICAN WATER..	1017-210041240477 5/26/26	05/26/2026	203 TOWNSEND ST 4/23/26-...	01-31-43-6254	DFT0012856	12.17
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	1350357 CLEANING SUPPLIES	01-31-43-7301	69582	32.44
SITEONE LANDSCAPE SUPPLY...	166528224-001	06/05/2026	SOIL SOFTNER FOR MILLENN...	01-31-43-7303	69611	825.51
ST LOUIS COMPOSTING INC	INV497938	06/12/2026	MULCH FOR MILLENNIUM P...	01-31-43-7303	69612	117.60
ENERGY PETROLEUM CO	605789	06/02/2026	PW PARKS	01-31-43-7307	3614	130.59
CEE KAY SUPPLY INC	CK4630530	05/31/2026	TANK RENTAL MAY 2026	01-31-43-7307	DFT0012817	16.29

**Council Report Invoices Paid**

Payment Dates: 6/4/2026 - 6/17/2026

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Payment Number	Amount
MIDWESTERN SAFETY EQUI...	057906	06/11/2026	SQWINCHER PACKS AND RAI...	01-31-43-7308	69605	36.38
UNIFIRST CORPORATION	1880254919	06/08/2026	PW UNIFORMS WEEK OF 06/...	01-31-43-7308	3633	23.70
UNIFIRST CORPORATION	1880256216	06/15/2026	PW UNIFORMS WEEK OF 06/...	01-31-43-7308	3633	23.62
CREST INDUSTRIES INC	2952541	06/09/2026	LATEX GLOVES	01-31-43-7308	DFT0012841	139.95
<b>Division 43 - PARKS MAINTENANCE Total:</b>						<b>18,474.28</b>
<b>Department 31 - PUBLIC WORKS Total:</b>						<b>54,894.97</b>
<b>Department: 32 - COMMUNIITY DEVELOPMENT</b>						
<b>Division: 11 - ADMINISTRATIVE</b>						
BRIDGETOWER OPCO LLC	745874075	05/29/2026	Public Notice for 26-012	01-32-11-6260	3606	77.35
<b>Division 11 - ADMINISTRATIVE Total:</b>						<b>77.35</b>
<b>Division: 61 - BUILDING DEPARTMENT</b>						
VERIZON WIRELESS SERVICES...	6145324994	06/04/2026	TABLETS AND AIRCARDS BLD...	01-32-61-6253	3634	240.06
<b>Division 61 - BUILDING DEPARTMENT Total:</b>						<b>240.06</b>
<b>Department 32 - COMMUNIITY DEVELOPMENT Total:</b>						<b>317.41</b>
<b>Fund 01 - GENERAL FUND Total:</b>						<b>259,556.21</b>
<b>Fund: 02 - CAPITAL IMPROVEMENT FUND</b>						
<b>Department: 61 - CIP</b>						
<b>Division: 71 - CIP</b>						
DREXEL TECHNOLOGIES INC	INV190820	06/11/2026	COPIER LEASE/MAINTENANC...	02-61-71-9506	3613	187.00
WILLIAM M HAMPTON	2613	06/09/2026	FINAL PYMNT EASEMENT AC...	02-61-71-9510	69617	1,400.00
HORNER AND SHIFRIN INC	80498	06/15/2026	LADUE RD IMPROV - DESIGN ...	02-61-71-9510	3618	5,130.00
HORNER AND SHIFRIN INC	80500	06/15/2026	NEW BALLAS PHASE 3 LADUE...	02-61-71-9510	3617	1,055.00
THOUVENOT WADE & MOER...	98418	05/27/2026	FERNVIEW DRIVE SIDEWALK ...	02-61-71-9510	3600	4,621.15
THOUVENOT WADE & MOER...	98418	05/27/2026	FERNVIEW DRIVE SIDEWALK ...	02-61-71-9510	3600	4,989.00
THOUVENOT WADE & MOER...	98418	05/27/2026	FERNVIEW DRIVE SIDEWALK ...	02-61-71-9510	3600	2,197.10
<b>Division 71 - CIP Total:</b>						<b>19,579.25</b>
<b>Department 61 - CIP Total:</b>						<b>19,579.25</b>
<b>Fund 02 - CAPITAL IMPROVEMENT FUND Total:</b>						<b>19,579.25</b>
<b>Fund: 05 - PARKS &amp; STORMWATER FUND</b>						
<b>Department: 61 - CIP</b>						
<b>Division: 71 - CIP</b>						
ENERGY PETROLEUM CO	605789	06/02/2026	PW ADMIN - PARKS & STORM..	05-61-71-7307	3614	42.62
PATRICK FLETCHER	00291-1150 6/8/26	06/08/2026	TRAVEL REIMBURSEMENT V...	05-61-71-9506	69608	262.45
THOUVENOT WADE & MOER...	98532	05/28/2026	LAKE SCHOOL PARK RENOVA...	05-61-71-9506	3600	559.75
THOUVENOT WADE & MOER...	98532	05/28/2026	LAKE SCHOOL PARK RENOVA...	05-61-71-9506	3600	1,800.00
ERIN SLAYTON	VENABLE PARK 5/15/26	05/15/2026	TRAVEL REIMBURSE FOR VE...	05-61-71-9506	69588	2,407.28
DENNIS AND PENELOPE WO...	00188-0622 6/11/26	06/11/2026	STORMWATER COST SHARE ...	05-61-71-9509	69600	2,816.00

Council Report Invoices Paid

Payment Dates: 6/4/2026 - 6/17/2026

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Payment Number	Amount
REITZ & JENS INC	17511	06/03/2026	BEAVER DR CROSSING FINAL ...	05-61-71-9509	3595	1,870.00

Division 71 - CIP Total: 9,758.10

Department 61 - CIP Total: 9,758.10

Fund 05 - PARKS & STORMWATER FUND Total: 9,758.10

Fund: 06 - MUNICIPAL ENTERPRISE FUND

Department: 14 - COMMUNITY SERVICES

Division: 31 - ICE ARENA

JOSHUA A DORSEY	000088	06/01/2026	CLEANING CONTRACT - DRC	06-14-31-6203	3621	500.00
MURPHY COMPANY	330880	06/01/2026	AMMONIA SYSTEM RESET IS...	06-14-31-6211	3589	552.00
MURPHY COMPANY	331106	06/02/2026	ICE PREVENTIVE MAINTENA...	06-14-31-6211	3589	3,612.50
AMERENUE	1801001713 5/18/26	05/18/2026	11400 OLDE CABIN ICE AREN...	06-14-31-6250	DFT0012809	3,858.92
METROPOLITAN ST LOUIS S...	0165474-8 5/21/26	05/21/2026	11400 OLDE CABIN RD 3/31/...	06-14-31-6254	69591	77.16
MISSOURI AMERICAN WATER..	1017-210013831700 5/19/26	05/19/2026	11400 OLDE CABIN RD 4/16/...	06-14-31-6254	DFT0012812	1,329.00
CHARTER COMMUNICATIONS	173955201060126	06/01/2026	DRC TV & INTERNET [MTH YY]	06-14-31-6255	3573	188.45
DEKA SERVICE	48327037	05/18/2026	MUNTERS UNIT NOT WORKI...	06-14-31-6268	69587	631.50
VESTIS GROUP INC	6170568840	06/02/2026	MOP AND TOWELS DRC	06-14-31-7301	3601	37.67
VESTIS GROUP INC	6170571331	06/09/2026	MOP AND TOWELS FOR DRC	06-14-31-7301	3635	37.67
REP HOLDINGS GROUP LLC	104110	06/02/2026	PROPANE FOR OLY	06-14-31-7307	3596	208.60

Division 31 - ICE ARENA Total: 11,033.47

Division: 32 - GOLF MAINTENANCE

OREILLY AUTOMOTIVE STOR...	1388-144586	06/09/2026	BATTERY FOR 4000D	06-14-32-6211	3628	113.49
OREILLY AUTOMOTIVE STOR...	1388-144758	06/11/2026	PB LASTER & BELT DRESSING	06-14-32-6211	3628	45.96
KEEVEN BROTHERS INC	17518	06/05/2026	FESCUE SOD	06-14-32-6212	3583	377.60
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	2024454 MISC GROUNDS MA...	06-14-32-6212	69582	168.84
GREENSPRO INC	IINV0066794	06/10/2026	IRRIGATION HEAD TRIMMER	06-14-32-6212	3616	153.00
AMERENUE	0639074006 5/13/26	05/13/2026	11400 OLDE CABIN LAKE FO...	06-14-32-6250	DFT0012795	126.74
AMERENUE	4863142006 5/13/26	05/13/2026	11400 OLDE CABIN GOLF FA...	06-14-32-6250	DFT0012799	9.19
AMERENUE	5235018016 5/13/26	05/13/2026	11400 OLDE CABIN RD PUMP...	06-14-32-6250	DFT0012796	48.39
AMERENUE	7072604119 5/13/26	05/13/2026	11400 OLDE CABIN MAINT S...	06-14-32-6250	DFT0012798	53.68
MISSOURI AMERICAN WATER..	1017-210013831700 5/19/26	05/19/2026	11400 OLDE CABIN RD 4/16/...	06-14-32-6254	DFT0012812	1,240.32
MISSOURI AMERICAN WATER..	1017-220042295309 5/19/26	05/19/2026	11400 OLDE CABIN GOLF RES...	06-14-32-6254	DFT0012811	17.98
E & G KRAEMER ENTERPRISES..	71149	06/04/2026	ORGANIC FERT FOR GREENS	06-14-32-7303	3578	290.00
GREENSPRO INC	INV0066861	06/12/2026	DENSICOR FUNGICIDE FOR G...	06-14-32-7303	3616	693.35
GEMPLERS INC	INV0004639181	06/11/2026	PPE	06-14-32-7308	69602	144.85

Division 32 - GOLF MAINTENANCE Total: 3,483.39

Division: 33 - PRO-SHOP

AMERENUE	9601003815 5/13/26	05/13/2026	11400 OLDE CABIN GOLF SH...	06-14-33-6250	DFT0012797	1,653.91
METROPOLITAN ST LOUIS S...	0165474-8 5/21/26	05/21/2026	11400 OLDE CABIN RD 3/31/...	06-14-33-6254	69591	25.72
CHARTER COMMUNICATIONS	173955201060126	06/01/2026	DRC TV & INTERNET JUN 26	06-14-33-6255	3573	80.76
VESTIS GROUP INC	6170568840	06/02/2026	MOP AND TOWELS DRC	06-14-33-7301	3601	29.98
VESTIS GROUP INC	6170571331	06/09/2026	MOP AND TOWELS FOR DRC	06-14-33-7301	3635	29.98

**Council Report Invoices Paid**

Payment Dates: 6/4/2026 - 6/17/2026

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Payment Number	Amount
T N T INC	458905	04/03/2026	EXTRA KEYS FOR GOLF CARTS	06-14-33-7304	69614	67.00
<b>Division 33 - PRO-SHOP Total:</b>						<b>1,887.35</b>
<b>Division: 34 - FOOD SERVICES</b>						
VESTIS GROUP INC	6170568840	06/02/2026	MOP AND TOWELS DRC	06-14-34-7301	3601	18.00
VESTIS GROUP INC	6170571331	06/09/2026	MOP AND TOWELS FOR DRC	06-14-34-7301	3635	18.00
BREAKTHRU BEVERAGE GRO...	127450987	06/12/2026	BEER FOR RESALE	06-14-34-8316	69597	357.74
D AND D DISTRIBUTORS LLP	651885	06/03/2026	BEER FOR RESALE	06-14-34-8316	3575	425.25
D AND D DISTRIBUTORS LLP	658387	06/10/2026	BEER FOR RESALE	06-14-34-8316	3609	418.95
PEPSICO BEVERAGE SALES LLC	92164710	06/04/2026	SOFT DRINKS FOR RESALE	06-14-34-8317	69593	1,021.74
<b>Division 34 - FOOD SERVICES Total:</b>						<b>2,259.68</b>
<b>Department 14 - COMMUNITY SERVICES Total:</b>						<b>18,663.89</b>
<b>Fund 06 - MUNICIPAL ENTERPRISE FUND Total:</b>						<b>18,663.89</b>
<b>Fund: 11 - SEWER LATERAL FUND</b>						
<b>Department: 61 - CIP</b>						
<b>Division: 93 - SEWER LATERAL</b>						
TYSON QUATTLEBAUM	00188-06	06/12/2026	SEWER LATERAL REIMBURS...	11-61-93-9315	69616	3,535.00
TAHREEM AZIZ	00188-0617 5/6/26	05/06/2026	SEWER LATERAL REIMBURS...	11-61-93-9315	69615	3,118.50
MING LUO	00188-0619 6/12/26	06/12/2026	SEWER LATERAL REIMBURS...	11-61-93-9315	69606	1,890.00
ELIZABETH FIELDS-MACDON...	00188-0621 5/13/26	05/13/2026	SEWER LATERAL REIMBURS...	11-61-93-9315	69601	3,780.00
JOANN HIDIGER TRUST	00188-5969 4/27/26	04/27/2026	SEWER LATERA REIMBURSE...	11-61-93-9315	69590	5,250.00
<b>Division 93 - SEWER LATERAL Total:</b>						<b>17,573.50</b>
<b>Department 61 - CIP Total:</b>						<b>17,573.50</b>
<b>Fund 11 - SEWER LATERAL FUND Total:</b>						<b>17,573.50</b>
<b>Fund: 19 - PUBLIC SAFETY FUND</b>						
<b>Department: 21 - POLICE</b>						
<b>Division: 23 - PUBLIC SAFETY</b>						
JOSHUA A DORSEY	000089	06/14/2026	CLEANING CONTRACT - POLI...	19-21-23-6212	3621	875.00
ST LOUIS AUTOMATIC DOOR...	34389	05/28/2026	SVC CALL-SIDE ENTRANCE D...	19-21-23-6212	3631	187.00
HOME DEPOT CREDIT SERVIC...	8587 5/28/26	05/28/2026	8904142 FILTER FOR ICE MA...	19-21-23-6212	69582	35.87
CHARTER COMMUNICATIONS	173957801060126	06/01/2026	PD VOICE JUN 26	19-21-23-6253	3571	336.24
MISSOURI AMERICAN WATER..	1017-220023905711 5/19/26	05/19/2026	350 N NEW BALLAS 4/16/26-...	19-21-23-6254	DFT0012810	749.21
METROPOLITAN ST LOUIS S...	1225607-9 5/15/26	05/15/2026	350 N NEW BALLAS RD 3/31/...	19-21-23-6254	DFT0012803	112.21
CHARTER COMMUNICATIONS	173957801060126	06/01/2026	PD TV AND INTERNET [MTH ...	19-21-23-6255	3571	315.55
MICHAEL DEUTMAN	DWI TRAFFIC MAY 26	06/09/2026	DWI/TRAFFIC SAFETY/DRE R...	19-21-23-6265	3625	108.72
DANIEL J TAPELLA	DWI/TRAFFIC MAY 26	04/09/2026	DWI/TRAFFIC SAFETY/DRE R...	19-21-23-6265	3610	106.19
<b>Division 23 - PUBLIC SAFETY Total:</b>						<b>2,825.99</b>
<b>Department 21 - POLICE Total:</b>						<b>2,825.99</b>
<b>Fund 19 - PUBLIC SAFETY FUND Total:</b>						<b>2,825.99</b>
<b>Fund: 99 - POOLED CASH</b>						
ARVEST BANK	3025 6/15/26	06/15/2026	EPAYMENT 6/17/26	99-2809	DFT0012859	1,880.83

**Council Report Invoices Paid**

**Payment Dates: 6/4/2026 - 6/17/2026**

<b>Vendor Name</b>	<b>Payable Number</b>	<b>Payable Date</b>	<b>Description (Item)</b>	<b>Account Number</b>	<b>Payment Number</b>	<b>Amount</b>
ARVEST BANK	6406 6/1/26	06/01/2026	EPAYMENT 6/4/26	99-2809	DFT0012789	5,046.17
ARVEST BANK	6406 6/8/26	06/08/2026	EPAYMENT 6/11/26	99-2809	DFT0012827	10,096.31
						<u>17,023.31</u>
						<u>17,023.31</u>
						<b>Fund 99 - POOLED CASH Total: 17,023.31</b>
						<u><u>17,023.31</u></u>
						<b>Grand Total: 344,980.25</b>

## Report Summary

### Fund Summary

Fund	Payment Amount
01 - GENERAL FUND	259,556.21
02 - CAPITAL IMPROVEMENT FUND	19,579.25
05 - PARKS & STORMWATER FUND	9,758.10
06 - MUNICIPAL ENTERPRISE FUND	18,663.89
11 - SEWER LATERAL FUND	17,573.50
19 - PUBLIC SAFETY FUND	2,825.99
99 - POOLED CASH	17,023.31
<b>Grand Total:</b>	<b>344,980.25</b>

### Account Summary

Account Number	Account Name	Payment Amount
01-11-12-7315	SPECIAL EVENTS	50.00
01-11-13-6202	TECHNICAL AND PERSO...	158.50
01-11-13-6264	IN TOWN MEETINGS	70.00
01-12-10-6201	LEGAL AND ACCOUNTIN...	14,427.00
01-12-11-6203	PROFESSIONAL SERVICES	458.50
01-12-11-6271	MEDICAL SUPPLIES	55.25
01-12-14-6201	LEGAL AND ACCOUNTIN...	5,625.00
01-12-14-6265	TRAVEL & CONFERENCES	644.57
01-12-14-7304	GENERAL SUPPLIES	420.08
01-13-11-6202	TECHNICAL AND PERSO...	0.50
01-13-15-6203	PROFESSIONAL SERVICES	440.69
01-13-15-6253	TELEPHONE	2,516.87
01-13-15-6255	CABLE TV AND INTERNET	745.67
01-13-15-7304	GENERAL SUPPLIES	62.70
01-13-15-7312	OFFICE SUPPLIES	126.29
01-13-51-6202	TECHNICAL AND PERSO...	427.00
01-13-51-6213	OFFICE EQUIPMENT MA...	1,841.40
01-13-51-7331	COMPUTER HARDWARE	1,777.66
01-13-51-7332	COMPUTER SOFTWARE	525.00
01-14-11-6202	TECHNICAL AND PERSO...	2,310.65
01-14-11-6260	ADVERTISING	725.00
01-14-11-6281	5K RUN EXPENSES	4,221.26
01-14-11-7304	GENERAL SUPPLIES	366.56
01-16-11-6211	EQUIPMENT MAINTENA...	765.00
01-16-11-6212	BUILDING AND GROUND...	2,995.47
01-16-11-6250	ELECTRICITY	3,563.47
01-16-11-6254	WATER AND SEWER	172.20
01-16-11-7308	WEARING APPAREL AND...	199.38
01-1652	PREPAID POSTAGE	3,000.00

**Account Summary**

Account Number	Account Name	Payment Amount
01-2102	FICA WITHHOLDING	45,561.18
01-2103	MEDICARE WITHHOLDI...	10,655.36
01-2104	FEDERAL TAX WITHHOLD..	37,036.75
01-2105	MISSOURI TAX WITHHO...	12,981.00
01-2111	PAYROLL GARNISHMENT	51.88
01-21-11-6202	TECHNICAL AND PERSO...	4,404.40
01-21-11-6203	PROFESSIONAL SERVICES	1,260.00
01-21-11-6213	OFFICE EQUIPMENT MA...	201.60
01-21-11-6253	TELEPHONE	933.15
01-21-11-6261	EDUCATION & TRAINING	3,609.39
01-21-11-6271	MEDICAL SUPPLIES	1,374.82
01-21-11-7302	SMALL TOOLS	12.00
01-21-11-7307	GASOLINE, PROPANE & ...	255.03
01-21-11-7308	WEARING APPAREL AND...	531.36
01-21-11-7314	CRIME PREVENTION SUP...	428.58
01-21-21-6202	TECHNICAL AND PERSO...	245.00
01-21-21-6203	PROFESSIONAL SERVICES	120.00
01-21-21-7304	GENERAL SUPPLIES	284.00
01-21-21-7307	GASOLINE, PROPANE & ...	64.04
01-21-21-7308	WEARING APPAREL AND...	508.00
01-21-22-6210	VEHICLE MAINTENANCE	1,075.62
01-21-22-7304	GENERAL SUPPLIES	223.82
01-21-22-7307	GASOLINE, PROPANE & ...	2,584.08
01-21-22-7308	WEARING APPAREL AND...	240.00
01-21-22-9502	VEHICLES	160.00
01-21-22-9503	EQUIPMENT	921.00
01-2213	DENTAL INSURANCE PAY	6,502.80
01-2215	INTENSIVE CARE/CANCER	367.80
01-2218	VISION CARE	957.39
01-2224	VISION CARE-COBRA	24.15
01-2226	DENTAL INS PREM PAID ...	286.70
01-2312	401 - ICMA	586.38
01-2318	ICMA ROTH 457	8,556.74
01-2319	ICMA ROTH IRA	752.48
01-2321	457 - VOYA	949.94
01-2322	457 - ICMA	9,886.09
01-2323	MOST PROGRAM	525.00
01-2324	ICMA LOAN REPAYMENT	184.63
01-2712	POLICE FORFEITURE FU...	350.00
01-31-11-6211	EQUIPMENT MAINTENA...	446.50
01-31-41-6207	TEMP PROFESSIONAL SE...	2,050.62
01-31-41-6210	VEHICLE MAINTENANCE	28.38

**Account Summary**

Account Number	Account Name	Payment Amount
01-31-41-6212	BUILDING AND GROUND...	5,553.74
01-31-41-6250	ELECTRICITY	1,107.53
01-31-41-6251	STREET LIGHTING	12,283.95
01-31-41-6253	TELEPHONE	161.54
01-31-41-6254	WATER AND SEWER	989.54
01-31-41-7301	CHEMICALS & CLEANING	32.44
01-31-41-7302	SMALL TOOLS	809.85
01-31-41-7305	STREET & SIDEWALK MA...	7,428.88
01-31-41-7307	GASOLINE, PROPANE & ...	355.86
01-31-41-7308	WEARING APPAREL AND...	670.93
01-31-41-7311	STREET SIGNS	4,250.93
01-31-42-6214	REFUSE COLLECTIONS	250.00
01-31-43-6207	TEMP PROFESSIONAL SE...	683.54
01-31-43-6210	VEHICLE MAINTENANCE	9.45
01-31-43-6212	BUILDING AND GROUND...	14,809.42
01-31-43-6224	TAPPMAYER HOUSE MA...	193.72
01-31-43-6250	ELECTRICITY	1,231.84
01-31-43-6253	TELEPHONE	53.85
01-31-43-6254	WATER AND SEWER	146.38
01-31-43-7301	CHEMICALS & CLEANING	32.44
01-31-43-7303	HORTICULTURAL SUPPLI...	943.11
01-31-43-7307	GASOLINE, PROPANE & ...	146.88
01-31-43-7308	WEARING APPAREL AND...	223.65
01-32-11-6260	ADVERTISING	77.35
01-32-61-6253	TELEPHONE	240.06
02-61-71-9506	PARK AND RECREATION	187.00
02-61-71-9510	STREETS	19,392.25
05-61-71-7307	GASOLINE, PROPANE & ...	42.62
05-61-71-9506	PARK DEVELOPMENT P...	5,029.48
05-61-71-9509	STORMWATER PROJECTS	4,686.00
06-14-31-6203	PROFESSIONAL SERVICES	500.00
06-14-31-6211	EQUIPMENT MAINTENA...	4,164.50
06-14-31-6250	ELECTRICITY	3,858.92
06-14-31-6254	WATER AND SEWER	1,406.16
06-14-31-6255	CABLE TV AND INTERNET	188.45
06-14-31-6268	ICE REPAIRS	631.50
06-14-31-7301	CHEMICALS & CLEANING	75.34
06-14-31-7307	GASOLINE, PROPANE & ...	208.60
06-14-32-6211	EQUIPMENT MAINTENA...	159.45
06-14-32-6212	BUILDING AND GROUND...	699.44
06-14-32-6250	ELECTRICITY	238.00
06-14-32-6254	WATER AND SEWER	1,258.30

**Account Summary**

Account Number	Account Name	Payment Amount
06-14-32-7303	HORTICULTURAL SUPPLI...	983.35
06-14-32-7308	WEARING APPAREL AND...	144.85
06-14-33-6250	ELECTRICITY	1,653.91
06-14-33-6254	WATER AND SEWER	25.72
06-14-33-6255	CABLE TV AND INTERNET	80.76
06-14-33-7301	CHEMICALS & CLEANING	59.96
06-14-33-7304	GENERAL SUPPLIES	67.00
06-14-34-7301	CHEMICALS & CLEANING	36.00
06-14-34-8316	BEER	1,201.94
06-14-34-8317	COFFEE,TEA & SOFT DRI...	1,021.74
11-61-93-9315	SEWER LATERAL REIMB...	17,573.50
19-21-23-6212	BUILDING AND GROUND...	1,097.87
19-21-23-6253	TELEPHONE	336.24
19-21-23-6254	WATER AND SEWER	861.42
19-21-23-6255	CABLE TV AND INTERNET	315.55
19-21-23-6265	TRAVEL & CONFERENCES	214.91
99-2809	EPAYABLES LIABILITY	17,023.31
<b>Grand Total:</b>		<b>344,980.25</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	315,162.52
19701E	11,807.25
217E	2,359.75
409e	1,870.00
413E	2,816.00
604E	1,400.00
609E	5,130.00
612E	1,055.00
AF-TREAE	350.00
CDOGE	360.00
VPARKE	2,669.73
<b>Grand Total:</b>	<b>344,980.25</b>



# MEMORANDUM

**DATE:** June 18, 2026  
**TO:** Mayor and City Council; City Attorney Carl Lumley  
**FROM:** Kris Simpson, City Administrator  
**SUBJECT:** Budget Amendment for FY 2027 #1

---

## **RECOMMENDATION:**

Staff is recommending approval of a budget amendment in the amount of \$58,800 to fund a part-time Special Projects Manager position within the Administrative Services Department.

## **BACKGROUND INFORMATION:**

The City continues to manage a significant volume of capital improvement projects, infrastructure initiatives, development activity, facility projects, and other special assignments. Additional project management and technical support is needed to assist with project coordination, consultant and contractor oversight, records management, and other operational priorities.

The proposed Special Projects Manager position would provide flexible, part-time assistance to support ongoing projects, preserve institutional knowledge, and help address workload demands associated with capital projects, development activity, and organizational transitions. Budgeted at 0.70 FTE, the position would increase the City's total part-time staffing allocation from 9.66 FTE to 10.36 FTE for FY 2027.

## **FISCAL IMPACT:**

Approval of this request will decrease the FY 2027 General Fund balance and increase the FY 2027 Administrative Services Department budget by \$58,800 (Acct. 01-12-11-5102).

Please let me know if you have any questions.

## **ATTACHMENTS:**

FY 2027 budget pages: *Part-Time Pay Schedule* and *General Fund Detail of Authorized Full-Time Equivalent (FTEs) by Department*

**AN ORDINANCE AMENDING THE ADOPTED 2027 GENERAL FUND BUDGET OF THE CITY OF CREVE COEUR BY AUTHORIZING AN ADDITIONAL APPROPRIATION TO THE GENERAL FUND BUDGET FOR THE ADMINISTRATIVE SERVICES DIVISION FOR A PART-TIME SPECIAL PROJECTS MANAGER.**

**WHEREAS**, REVENUES WERE ESTIMATED AND APPROPRIATIONS WERE AUTHORIZED IN THE ANNUAL CITY BUDGET ADOPTED ON JUNE 8, 2026 BY ORDINANCE NO. 5990, AND

**WHEREAS**, SUMMARY OF FULL-TIME AUTHORIZED PERSONNEL BY DEPARTMENT AND DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS BY DEPARTMENT WERE SUBMITTED IN THE ANNUAL CITY BUDGET ADOPTED ON JUNE 8, 2026 BY ORDINANCE NO. 5990 AND REQUIRES A REVISION;

**NOW, THEREFORE, BE IT ORDAINED** BY THE CITY COUNCIL OF THE CITY OF CREVE COEUR AS FOLLOWS:

**SECTION 1.** THAT THE ANNUAL OPERATING BUDGET FOR THE GENERAL FUND FOR THE FISCAL YEAR 2027 AS ADOPTED, IS HEREBY AMENDED BY AUTHORIZING AN ADDITIONAL APPROPRIATION FOR THE SALARY ASSOCIATED WITH A PART-TIME SPECIAL PROJECT MANAGER.

**GENERAL FUND**

ADMINISTRATIVE SERVICES (01-12-11-5102)

58,798

**TOTAL GENERAL FUND**

**\$ 58,798**

**SECTION 2.** THAT THE ANNUAL OPERATING BUDGET FOR THE GENERAL FUND FOR THE FISCAL YEAR 2027 AS ADOPTED, IS HEREBY AMENDED BY APPROVING AND SUBSTITUTING THE ATTACHED EXHIBIT A: GENERAL FUND SUMMARY OF FULL-TIME AUTHORIZED PERSONNEL BY DEPARTMENT AND DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS BY DEPARTMENT FY 2027.

**SECTION 3.** THIS ORDINANCE SHALL BECOME EFFECTIVE PURSUANT TO

PROVISIONS OF SECTION 3.11(G) OF THE CHARTER.

ADOPTED THIS \_\_DAY OF \_\_\_\_\_, 2026.

\_\_\_\_\_  
DR. SCOTT SAUNDERS  
PRESIDENT OF THE CITY COUNCIL

BILL NO. 6221

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

ADOPTED THIS \_\_ DAY OF \_\_\_\_\_, 2026.

---

DR. ROBERT HOFFMAN  
MAYOR

ATTEST:

---

KELLIE HENKE, MRCC  
CITY CLERK

**GENERAL FUND  
 DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)<sup>1</sup>  
 BY DEPARTMENT FY 2027**

DEPARTMENT	POSITION TITLE	FY 2026 AUTHORIZED FTEs		FY 2027 AUTHORIZED FTEs	
<b>FULL-TIME POSITIONS LEGISLATIVE SERVICES</b>					
	City Clerk	1		1	
		1		1	
<b>PART-TIME POSITIONS LEGISLATIVE SERVICES</b>					
	Intern	0.12	HRS 240	0.12	HRS 240
		0.12	240	0.12	240
<b>FULL-TIME POSITIONS ADMINISTRATIVE SERVICES</b>					
	City Administrator	1		1	
	Assistant City Administrator	1		1	
	Public Information Officer & Management Analyst	1		1	
	Human Resources Generalist	1		1	
	Special Projects Manager	0		0.7	
		4		4.7	
<b>FULL-TIME POSITIONS ADMINISTRATIVE SERVICES - MUNICIPAL COURT</b>					
	Court Administrator	1		1	
	Court Clerk	1		1	
		2		2	
<b>PART-TIME POSITIONS ADMINISTRATIVE SERVICES - MUNICIPAL COURT</b>					
	Clerk	1.25	HRS 2600	1.20	HRS 2500
		1.25	2600	1.20	2500
<b>FULL-TIME POSITIONS FINANCE - ADMINISTRATION</b>					
	Director of Finance	1		1	
	Finance Manager	1		1	
	Payroll Administrator	0		1	
	Payroll Associate	1		0	
	Accounting Associate	1		1	
		4		4	
<b>PART-TIME POSITIONS FINANCE - ADMINISTRATION</b>					
	Intern	0.00	HRS 0	0.12	HRS 240
	Accounting Clerk	1.00	2080	1.00	2080
		1.00	2080	1.12	2320
<b>FULL-TIME POSITIONS FINANCE - MIS OPERATIONS</b>					
	Information Systems Coordinator	1		1	
		1		1	

**GENERAL FUND  
 DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)<sup>1</sup>  
 BY DEPARTMENT FY 2027**

**FULL-TIME POSITIONS**

**COMMUNITY SERVICES - ADMINISTRATION**

(2) Director of Recreation	0.2		0.2
(2) Recreation Supervisor	0.5		0.5
(2) Administrative Services Associate	0.5		0.5
	1.2		1.2

**PART-TIME POSITIONS**

**COMMUNITY SERVICES - ADMINISTRATION**

		HRS		HRS
(2) Receptionist - Comm. Serv./Ice	0.29	600	0.22	467
	0.29	600	0.22	467

**FULL-TIME POSITIONS**

**MAINTENANCE OF MUNICIPAL FACILITIES**

Building Maintenance Worker II	1		1
	1		1

**FULL-TIME POSITIONS**

**POLICE - ADMINISTRATION**

Chief of Police	1		1
Police Captain-Support Services	1		1
Police Lieutenant-Professional Standards	1		1
Police Officer-CPO	2		2
Police Officer- SLCMPA Instructor (FT Detachment)	1		1
Police Officer- CIT Task Force (FT Detachment)	0		1
(3) Mechanic	0.25		0.25
Executive Assistant to Police Chief	1		1
Support Services/Fleet Maintenance Associate	1		1
Records Associate	2		2
Building Maintenance Worker	1		1
	11.25		12.25

**PART-TIME POSITIONS**

**POLICE - ADMINISTRATION**

		HRS		HRS
CALEA Accreditation Assistant	0.62	1290	0.60	1250
Evidence Custodian	0.62	1290	0.60	1250
	1.24	2580	1.20	2500

**FULL-TIME POSITIONS**

**POLICE - INVESTIGATIONS**

Police Lieutenant	1		1
Police Detective	5		5
Police Officer-SRO	1		1
	7		7

**FULL-TIME POSITIONS**

**POLICE - PATROL**

Police Captain-Patrol Division Commander	1		1
Police Lieutenant-Dep. Patrol Division Commander	1		1
Police Sergeant	8		8
Police Officer	24		24
Police Officer-K9	1		1
Police Officer-TSO	2		2
	37		37

**GENERAL FUND  
 DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)<sup>1</sup>  
 BY DEPARTMENT FY 2027**

**FULL-TIME POSITIONS**

**PUBLIC WORKS - ADMINISTRATION**

Director of Public Works/City Engineer	1		1
Assistant Director of Public Works	1		1
<sup>(4)</sup> Project Manager-Engineering	0.8		0.8
<sup>(5)</sup> Administrative Services Supervisor	0.5		0.5
Administrative Services Associate	1		1
	4.3		4.3

**PART-TIME POSITIONS**

**PUBLIC WORKS - ADMINISTRATION**

		<b>HRS</b>		<b>HRS</b>
Intern	0.12	240	0.12	240
	0.12	240	0.12	240

**FULL-TIME POSITIONS**

**PUBLIC WORKS - STREET MAINTENANCE**

Operations Superintendent	1		1
Foreman I - Streets	2		2
Maintenance Worker II	3		3
Maintenance Worker I	2		2
Maintenance Worker	0		1
<sup>(3)</sup> Mechanic	0.75		0.75
	8.75		9.75

**PART-TIME POSITIONS**

**PUBLIC WORKS - STREETS**

		<b>HRS</b>		<b>HRS</b>
Seasonal Maintenance Worker	1.0	2080	1.0	2080
	1.0	2080	1.0	2080

**FULL-TIME POSITIONS**

**PUBLIC WORKS - PARKS MAINTENANCE**

Foreman I - Parks/Arborist	1		1
Maintenance Worker II	1		1
Maintenance Worker I	3		3
	5		5

**GENERAL FUND  
 DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)<sup>1</sup>  
 BY DEPARTMENT FY 2027**

**FULL-TIME POSITIONS**

**COMMUNITY DEVELOPMENT - PLANNING**

Director of Community Development	1	1
City Planner	1	1
Associate Planner	0	1
<sup>(4)</sup> Administrative Services Supervisor	0.5	0.5
	2.5	3.5

**FULL-TIME POSITIONS**

**COMMUNITY DEVELOPMENT - BUILDING**

Chief Building Official	1	1
Senior Plans Examiner	0	1
Plans Examiner	2	1
Building Inspector	3	3
Code Enforcement Officer	1	1
Administrative Support Associate	2	2
	9	9

<b>GENERAL FUND TOTAL FULL-TIME (FTEs)</b>	<b>99.00</b>	<b>102.70</b>
<b>GENERAL FUND TOTAL PART-TIME (FTEs)</b>	<b>5.01</b>	<b>5.68</b>

**CAPITAL IMPROVEMENT FUND  
 DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)  
 BY DEPARTMENT FY 2027**

DEPARTMENT	POSITION TITLE	FY 2026 AUTHORIZED FTEs	FY 2027 AUTHORIZED FTEs
<b>FULL-TIME POSITIONS ADMINISTRATION</b>			
	(6) Civil Engineer	1.5	1.5
		1.5	1.5
<b>CAPITAL FUND FULL-TIME FTEs</b>		<b>1.5</b>	<b>1.5</b>
<b>CAPITAL FUND PART-TIME FTEs</b>		<b>0</b>	<b>0</b>

**SEWER LATERAL FUND  
 DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)  
 BY DEPARTMENT FY 2026**

DEPARTMENT	POSITION TITLE	FY 2025 AUTHORIZED FTEs	FY 2026 AUTHORIZED FTEs
<b>FULL-TIME POSITIONS ADMINISTRATION</b>			
	(4) Project Manager-Engineering	0.2	0.2
		0.2	0.2
<b>SEWER LATERAL FUND FULL-TIME FTEs</b>		<b>0.2</b>	<b>0.2</b>
<b>SEWER LATERAL FUND PART-TIME FTEs</b>		<b>0</b>	<b>0</b>

**PARKS AND STORMWATER FUND  
 DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)  
 BY DEPARTMENT FY 2026**

DEPARTMENT	POSITION TITLE	FY 2025 AUTHORIZED FTEs	FY 2026 AUTHORIZED FTEs
<b>FULL-TIME POSITIONS ADMINISTRATION</b>			
	(6) Civil Engineer	0.5	0.5
	Project Manager-Engineering	1	1
		1.5	1.5
<b>PARKS AND STORMWATER FUND FULL-TIME FTEs</b>		<b>1.5</b>	<b>1.5</b>
<b>PARKS AND STORMWATER FUND PART-TIME FTEs</b>		<b>0</b>	<b>0</b>

**MUNICIPAL ENTERPRISE FUND  
 DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)<sup>1</sup>  
 BY DEPARTMENT FY 2027**

<u>DEPARTMENT</u>	<u>POSITION TITLE</u>	<u>FY 2026 AUTHORIZED FTEs</u>	<u>FY 2027 AUTHORIZED FTEs</u>	
<b>FULL-TIME POSITIONS</b>				
<b>ICE ARENA</b>				
	(2) Director of Recreation	0.8		0.8
	(2) Recreation Supervisor	0.5		0.5
	(2) Administrative Services Associate	0.5		0.5
	Building Maintenance Technician	1		1
	(7) Maintenance Worker I	0		0.2
	(7) Maintenance Worker	0.2		0
	Building Maintenance Worker	1		1
		<u>4</u>		<u>4</u>
<b>PART-TIME POSITIONS</b>				
<b>ICE ARENA</b>				
			<b>HRS</b>	<b>HRS</b>
	Building Supervisor - Ice	0.83	1720	0.64
	Learn to Skate Instructor	0.26	550	0.29
	(2) Receptionist-Comm. Serv./Ice	0.29	600	0.22
	Recreation Aide - Ice	0.48	1000	0.53
		<u>1.86</u>	<u>3870</u>	<u>1.68</u>
				<u>3506</u>
<b>FULL-TIME POSITIONS</b>				
<b>GOLF COURSE - MAINTENANCE</b>				
	Golf Maintenance Superintendent	1		1
	Maintenance Worker II	1		1
	(7) Maintenance Worker I	0		0.8
	(7) Maintenance Worker	0.8		0
		<u>2.80</u>		<u>2.80</u>
<b>PART-TIME POSITIONS</b>				
<b>GOLF COURSE - MAINTENANCE</b>				
			<b>HRS</b>	<b>HRS</b>
	Greenskeeper	0.81	1676	0.81
		<u>0.81</u>	<u>1676</u>	<u>0.81</u>
				<u>1676</u>
<b>FULL-TIME POSITIONS</b>				
<b>GOLF COURSE - PRO SHOP</b>				
	Golf Course Manager	1		1
		<u>1</u>		<u>1</u>
<b>PART-TIME POSITIONS</b>				
<b>GOLF COURSE - PRO SHOP</b>				
			<b>HRS</b>	<b>HRS</b>
	Recreation Aide - Golf	2.02	4200	2.12
		<u>2.02</u>	<u>4200</u>	<u>2.12</u>
				<u>4400</u>
<b>PART-TIME POSITIONS</b>				
<b>GOLF COURSE - FOOD SERVICES</b>				
			<b>HRS</b>	<b>HRS</b>
	Concession Attendant	0.14	300	0.07
		<u>0.14</u>	<u>300</u>	<u>0.07</u>
				<u>150</u>

**MUNICIPAL ENTERPRISE FUND  
 DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)<sup>1</sup>  
 BY DEPARTMENT FY 2027**

<b>ENTERPRISE FUND TOTAL FULL-TIME (FTEs)</b>	<b>7.80</b>	<b>7.80</b>
<b>ENTERPRISE FUND TOTAL PART-TIME (FTEs)</b>	<b>4.83</b>	<b>4.68</b>
<b>TOTAL FULL-TIME FTEs (ALL FUNDS)</b>	<b>110.00</b>	<b>113.70</b>
<b>TOTAL PART-TIME FTEs (ALL FUNDS)</b>	<b>9.84</b>	<b>10.36</b>

- Notes:** <sup>(1)</sup> Temporary/short-term over-staffing of FTEs may be permitted in situations where known vacancies will be occurring and it is necessary to ensure continuation of City operations.
- <sup>(2)</sup> Shared between Community Services and Ice Arena
- <sup>(3)</sup> Shared between Public Works-Streets and Police-Administration
- <sup>(4)</sup> Shared between Public Works-Administration and Sewer Lateral Fund
- <sup>(5)</sup> Shared between Public Works-Administration and Community Development-Planning
- <sup>(6)</sup> Shared between Capital Improvement Fund & Parks & Stormwater Fund
- <sup>(7)</sup> Shared between Golf Maintenance and Ice Arena

**CITY OF CREVE COEUR  
FY 2027 PAY SCHEDULE**

**SALARIES OF ELECTED AND APPOINTED OFFICIALS**

<b>POSITION TITLE</b>		
Mayor	\$750.00	Per Month
City Council	\$500.00	Per Month
Planning & Zoning Commission Chairperson	\$187.50	Per Month
Planning & Zoning Commission Member	\$56.25	Per Session
Board of Adjustment Member	\$56.25	Per Session
Municipal Court Judge*	\$22,500.00	Per Year
Provisional Judge*	\$500.00	Per Session
City Attorney*	\$5,500.00	Per Month
Prosecuting Attorney*	\$3,000.00	Per Month
Alternate Prosecuting Attorney*	\$400.00	Per Session

**HOURLY PAY RANGES FOR PART TIME AND SEASONAL EMPLOYEES**

	<b>PER HOUR</b>
<b>GENERAL</b>	
Clerk	\$17.85 - \$26.25
Intern	\$17.85 - \$26.25
Special Projects Manager	\$40.55
<b>MUNICIPAL COURT</b>	
Court Clerk	\$17.85 - \$26.25
<b>FINANCE</b>	
Accountant	\$31.50 - \$47.25
Accounting Clerk	\$17.85 - \$26.25
<b>COMMUNITY DEVELOPMENT</b>	
Planner	\$31.50 - \$47.25
<b>PUBLIC WORKS</b>	
Seasonal Maintenance Worker	\$17.85 - \$26.25
<b>GOLF COURSE</b>	
Greenskeeper	\$15.00 - \$21.00
Concession Attendant	\$15.00 - \$17.85
Recreation Aide-Golf	\$15.00 - \$17.85
<b>ICE ARENA</b>	
Learn to Skate Instructor	\$18.00 - \$35.70
Building Supervisor-Ice	\$16.50 - \$21.60
Custodian-Ice	\$17.00 - \$26.25
Intern	\$17.85 - \$26.25
Receptionist	\$15.00 - \$17.85
<b>COMMUNITY SERVICES</b>	
Intern	\$17.85 - \$26.25
Receptionist	\$15.00 - \$17.85
<b>POLICE</b>	
CALEA Accreditation Assistant	\$26.25 - \$36.75
Evidence Custodian	\$26.25 - \$36.75
Administrative Assistant	\$21.00 - \$31.50

*\*Independent contractor*



# MEMORANDUM

**DATE:** June 17, 2026  
**TO:** Kris Simpson, City Administrator  
**FROM:** Joan Leary, Director of Finance  
**SUBJECT:** Insurance Coverage for FY 2027

---

## RECOMMENDATION:

Staff recommends approval of the attached resolution authorizing the purchase of insurance coverage for FY 2027. All overall increases in premiums are less than what was budgeted for FY 2027, so no budget amendments will be needed for FY 2027.

The cyber liability coverage can be approved by the City Administrator as it is less than \$25,000 annually. Therefore, the cyber liability coverage is not included on the resolution for Council approval.

## BACKGROUND INFORMATION:

The city's primary insurance coverages expire at midnight on June 30, 2026. These include: Auto-physical damage and Property, General, Police and Auto Liability, Workers' Compensation, Public Officials Liability and others. In addition, health insurance coverage expires at the same time.

For many years the city has received its coverages from two sources:

1. St. Louis Area Insurance Trust (SLAIT) – this is a self-insured trust of 28 municipalities in St. Louis that provides coverages for Workers' Compensation; General, Police, Auto Liability and Health Insurance (26 municipalities).
2. The Thomas McGee Group – The Thomas McGee Group are the administrators for the SLAIT group.

Thomas McGee also brokers insurance coverage not provided by SLAIT for the members. This is done by soliciting proposals from various insurance companies to provide these coverages to the group. Since the same company provides the coverage to all members of the group, the members receive preferential pricing due to the larger premium base. The additional coverages provided through The Thomas McGee Group includes Property (Chubb), Auto-physical damage (now Lexington), Public Officials Liability coverage's (XL Catlin/Greenwich Insurance Company), and Cyber Liability (CFC/Lloyds).

The Public Officials Liability insurance provides the standard Public Officials and Employers Liability coverage to the city. The coverage covers legal fees and judgments resulting from the acts of a public official (including all employees). There are some exemptions to this coverage. Some of the major ones include:

1. Defense costs and judgments resulting from illegal activity if found guilty.
2. Punitive damages.
3. Officials of certain public agencies such as utilities and airports.
4. Intentional torts.
5. Inverse Condemnation.

The Workers' Compensation (WC) premiums and losses for the City of Creve Coeur decreased by almost 3% from the prior year. The improvement of the City's experience modification factor of 1.29 to 1.25 and the moderate pay increases in City wages for FY 2027 is resulting in a 2.93% decrease in the City's WC premium for the upcoming fiscal year.

The premium for Liability coverage for the City of Creve Coeur increased 10% from the prior year. This is significantly better than the City of Creve Coeur's significantly high loss ratio over the former five years that resulted in a 21.14% premium increase for FY 2026.

Property coverage will continue to be provided by Chubb; however, auto damage coverage has transitioned to Lexington, as Chubb will no longer offer that portion of the policy. The new auto policy through Lexington is a self-insured plan administered by SLAIT. A portion of the premium will go to Lexington through Risk Strategies, while a smaller portion will fund SLAIT's Buy Down Deductible Program, which helps cover wind/hail deductibles in the event of a claim. Under the policy, the comprehensive/collision deductible will remain at \$5,000. However, the wind/hail deductible for autos will remain at \$250,000. As this policy is shared among all SLAIT members, the deductible will also be collectively shared. The premium increase total for property and auto damage premiums is 1.37% for FY 2027.

On the next page is a table comparing the proposed FY 2027 premiums with FY 2026, as you can see the City's overall premiums increased in FY 2027 by 1.55%.

Coverage	FY 2027 Premium	FY 2026 Premium	\$ Increase (Decrease)	% Increase (Decrease)	Coverage and Deductibles
Workers Compensation	\$425,130	\$437,951	-\$12,821	-2.93%	Per State Law
General, Police, Auto Liability	\$168,304	\$153,004	\$15,300	10.00%	\$3M per Occurrence & \$6M Aggregate (\$2,500 Police Vehicles & \$500 General Liability Deductibles)
Property - \$125,680 Auto Damage - \$78,129 Split Out Starting in FY 2026	\$203,809	\$201,061	\$2,748	1.37%	Value of Property (\$5K per Vehicle; Wind/Hail - 1% per Premise - \$250K Minimum Deductible - shared with all members)
Public Official Liability	\$47,998	\$46,600	\$1,398	3.00%	\$2M per Occurrence (\$10K Deductible)
Cyber Liability	\$10,335	\$9,800	\$535	5.46%	\$1M (\$10K Deductible)
Health Insurance Total*	\$1,873,989	\$1,839,185	\$34,804	1.89%	Actual increase is 4% total but City's portion is 1.94%
City's Portion	\$1,555,870	\$1,526,317	\$29,553	1.94%	
<b>Total</b>	<b>\$2,411,446</b>	<b>\$2,374,733</b>	<b>\$36,713</b>	<b>1.55%</b>	

\*Both premium amounts are based on current enrolled members – the City's portion is included in total

The attached memo from SLAIT provides information on the FY 2027 health insurance premiums which increased 7% over FY 2026. However, since there was a slight surplus for the entire SLAIT group from FY 2025, only an average 4% rate increase was adopted for FY 2027. SLAIT divided the rate increases into 3 tiers with a range from 2% to 6%, with the City of Creve Coeur falling in the 4% tier.

Effective January 1, 2022, in an effort to help control overall health insurance costs, the City of Creve Coeur implemented a \$200 monthly spousal surcharge for employees and retirees who cover a spouse under the City's health plan if that spouse is eligible for major medical coverage through their own employer. This policy was approved by the City Council during the FY 2021 budget process and has resulted in annual savings of approximately \$123,000.

In FY 2022, as a result of this policy, 17 employees and retirees dropped spousal coverage, while 10 elected to continue coverage and began paying the \$200 monthly surcharge. As of today, only 8 active employees and 1 retiree are subject to the surcharge.

I'd also like to highlight the City's Medical Benefit Reimbursement (MBR) Program, which provides eligible employees with up to \$600 per year if they waive the City's health insurance coverage or eligible dependent coverage. In 2026, 26 employees participated in the program—4 employees opted out of all coverage, while 22 opted out of dependent coverage. As a result, the City saved approximately \$247,837.92 in insurance premiums, while the total cost of the MBR incentives was only \$14,600 in FY 2026.

**ATTACHMENTS:**

Attached is the Resolution authorizing the purchase of insurance coverage for the year beginning July 1, 2026, as well as the memo from SLAIT which provides information on the FY 2027 Health Insurance premiums.

**RESOLUTION NO. 1874**

**A RESOLUTION AUTHORIZING THE PURCHASE OF INSURANCE COVERAGES FOR THE YEAR BEGINNING JULY 1, 2026.**

**WHEREAS**, The City annually purchases property, casualty and workers' compensation insurance to protect the City financially against loss due to damage and destruction of city property and liability claims, and;

**WHEREAS**, The City annually purchases health insurance coverage for its employees and certain retirees, and;

**WHEREAS**, purchasing these insurances either directly from the St. Louis Area Insurance Trust (SLAIT) or through the Trust in conjunction with the other members allows the City to obtain competitive rates for insurance coverages by being a part of a large consortium;

**WHEREAS**, the City's insurance coverage terminates on June 30, 2026.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CREVE COEUR AS FOLLOWS:**

**SECTION 1:** Authorization is hereby granted to enter into an agreement to purchase the following insurance coverages from the St. Louis Insurance Trust (SLAIT) at the estimated cost as follows:

1. Worker's Compensation	\$425,130
2. General Police and Auto Liability	<u>\$168,304</u>
Total	\$593,434

**SECTION 2:** Authorization is hereby granted to enter into an agreement to purchase the following insurance coverages from CHUBB Insurance Group at the estimated costs as follows:

1. Property Coverage	\$125,680
----------------------	-----------

**SECTION 3:** Authorization is hereby granted to enter into an agreement to purchase the following insurance coverages from LEXINGTON Insurance Group through Risk Strategies at the estimated costs as follows:

1. Auto Property Coverage	\$67,380
2. SLAIT Deductible Program	\$10,749

**SECTION 4:** Authorization is hereby granted to enter into an agreement to purchase the following insurance coverage from XL Catlin on Greenwich Insurance Company at the estimated cost as follows:

1. Public Officials Liability Insurance	\$47,998
---	----------

**RESOLUTION NO. 1874**

**SECTION 5:** Authorization is hereby granted to enter into an agreement with SLAIT through Anthem Blue Cross/Blue Shield as the 3<sup>rd</sup> party administrator to purchase the City's health care insurance for the budget year of FY 2027 at the estimated cost as follows:

1. Health Insurance	\$1,873,989
City's Portion	\$1,555,870

ADOPTED THIS 22<sup>ND</sup> DAY OF JUNE, 2026.

---

DR. ROBERT HOFFMAN  
MAYOR

ATTEST:

---

KELLIE HENKE, MRCC  
CITY CLERK



## Memorandum

TO: SLAIT Health Program Members

FROM: John Charpie

DATE: April 21, 2026

SUBJECT: 2026-2027 Health Rates

---

At its meeting of April 2, 2026, the SLAIT Board of Directors adopted rates and a Budget for the 2026-2027 Health Plan policy year.

The Budget is determined by expected claims. This year, they are estimated at approximately expected, or \$1,142.44 per employee per month (PEPM), a 2% increase. For 2026-2027, PEPM claim costs are budgeted to be \$1,222.41 PEPM, a 7% increase. To fund the expected claims cost and a slight surplus, a 4% rate increase was adopted for the 2026-2027 term.

As has been done the past several years, the rate increases by member adopted by the Board for the 2026-2027 policy year were developed with the idea of rewarding the best performers, while still maintaining the “one group” characteristics of the plan. Rate increases were divided into 3 tiers and range from 2% to 6%. By-member rate increases with loss ratios are attached to this memo.

Remember, SLAIT only spends approximately 8% of premium on administrative expenses. Thus, the group’s premium and results are based almost entirely on claims experience. Attached is a document outlining the rate increases by year over the past 17 years. You’ll note that even with this year’s increase, our year over year increases have been significantly less than industry average.

Finally, the SLAIT Board approved a \$1,435,088 distribution from the 2014-15 and 2015-16 policy years. The distribution will be made on a pro-rata basis to members that participated in the Plan during the 2014-2015 and 2015-2016 years and who are still members when the distribution is made in September of 2026. A by-member accounting of the distribution is shown on the attached worksheet.

If you have any questions about any of this information, please feel free to contact me at 816-830-0073 or [jcharpie@thomasmcgee.com](mailto:jcharpie@thomasmcgee.com).

## SLAIT Health Plan 2026-2027 Rate Changes

City	Loss Ratio * July 2023-January 2026	Current Estimated Annual Premium	Rate Change	Renewal Estimated Annual Premium
Bridgeton	62%	\$2,275,000	2.00%	\$2,320,500
Town & Country	78%	\$455,000	2.00%	\$464,100
Glendale	78%	\$640,000	2.00%	\$652,800
Maplewood	79%	\$1,440,000	2.00%	\$1,468,800
Richmond Heights	83%	\$1,580,000	2.00%	\$1,611,600
Crestwood	84%	\$1,530,000	2.00%	\$1,560,600
Des Peres	84%	\$1,645,000	2.00%	\$1,677,900
Chesterfield	85%	<u>\$3,010,000</u>	2.00%	<u>\$3,070,200</u>
		\$12,575,000		\$12,826,500
Maryland Heights	90%	\$3,400,000	4.00%	\$3,536,000
Lake St. Louis	91%	\$1,720,000	4.00%	\$1,788,800
Rock Hill	93%	\$445,000	4.00%	\$462,800
University City	96%	\$4,180,000	4.00%	\$4,347,200
Ferguson	98%	\$1,930,000	4.00%	\$2,007,200
Clayton	100%	\$2,710,000	4.00%	\$2,818,400
St. Ann	101%	\$1,000,000	4.00%	\$1,040,000
Webster Groves	102%	\$2,350,000	4.00%	\$2,444,000
Brentwood	103%	\$1,965,000	4.00%	\$2,043,600
Creve Coeur	105%	\$1,800,000	4.00%	\$1,872,000
ECDC	105%	\$275,000	4.00%	\$286,000
Hazelwood**	68%	\$3,080,000	4.00%	\$3,203,200
St. John**	41%	<u>\$520,000</u>	4.00%	<u>\$540,800</u>
		\$25,375,000		\$26,390,000
Ballwin	130%	\$2,050,000	6.00%	\$2,173,000
Olivette	148%	\$1,320,000	6.00%	\$1,399,200
Frontenac	151%	\$990,000	6.00%	\$1,049,400
WCDC	182%	<u>\$185,000</u>	6.00%	<u>\$196,100</u>
		\$4,545,000		\$4,817,700
<b>Total</b>		<b>\$42,495,000</b>		<b>\$44,034,200</b>

\* Excludes amounts in excess of individual stop loss

\*\*Members with less than 30 months of loss experience receive the average rate increase

## History of SLAIT Health Rate Increases – As of July 1, 2026

- 1) **For 2010-2011 Policy Year**
  - 10% rate increase
  - Plan changes equal to 6% reduction in estimated losses
  - Pharmacy co-pay increase from \$8/25/40 to \$10/35/60, (3% reduction)
  - Office visit co-pay increase from \$20/20 to \$20/40, (2% reduction)
  - ER co-pay from \$100 to \$200 (1% reduction)
  
- 2) **For 2011-2012 Policy Year**
  - 7.5% rate increase
  - Plan changes equal to 1.5% reduction in estimated losses
  - Office visit co-pay increase \$20/40 to \$25/40 (1% reduction)
  - ER co-pay from \$200 to \$250 (.5% reduction)
    - \$0 deductible plan eliminated*
    - Maplewood & University City move to \$250*
  
- 3) **For 2012-2013 Policy Year**
  - Primary Increase 4%
  - Varied among members – Range = 1% to 9%
    - No Plan Changes*
  
- 4) **For 2013-2014 Policy Year**
  - Primary Increase 5.6%
  - Varied among members – Range = 3% to 11%
  - ACA Reinsurance Fee effective 1/1/14
    - No Plan Changes*
  
- 5) **For 2014-2015 Policy Year**
  - Overall Increase 4.8%
  - Varied among members – Range = 1.8% to 7.8%
  - Maximum out-of-pocket increased by \$1,500/\$3,000 as ACA requires medical co-pays be included
  
- 6) **For 2015-2016 Policy Year**
  - Overall Increase = 0
  - Range = -3% to 3%
  - Maximum out-of-pocket increased by \$1,000/\$2,000 as ACA requires prescription drug co-pays be included

- |                        |  |                               |
|------------------------|--|-------------------------------|
| 7)                     | <b><u>For 2016-2017 Policy Year</u></b><br>- Overall Increase = 4.5%<br>- Range = 2.5% to 6.5% | \$1,000,000 Distributed       |
| <i>No Plan Changes</i> |  |                               |
| 8)                     | <b><u>For 2017-2018 Policy Year</u></b><br>- Overall Increase = 2%<br>- Range = 0% to 4%       | \$1,258,339 Distributed       |
| 9)                     | <b><u>For 2018-2019 Policy Year</u></b><br>- Overall Increase = 2%<br>- Range = 0% to 4%       | \$1,000,000 Distributed       |
| 10)                    | <b><u>For 2019-2020 Policy Year</u></b><br>- Overall Increase = 2%<br>- Range = 0% to 4%       | \$350,000 Distributed         |
| 11)                    | <b><u>For 2020-2021 Policy Year</u></b><br>- Overall Increase = 2%<br>- Range = 0% to 4%       | \$440,000 Distributed         |
| 12)                    | <b><u>For 2021-2022 Policy Year</u></b><br>- Overall Increase = 4.5%<br>- Range = 2.5% to 6.5% | \$1,484,207 Distributed       |
| 13)                    | <b><u>For 2022-2023 Policy Year</u></b><br>- Overall Increase = 7%<br>- Range = 5% to 9%       | \$500,000 Distributed         |
| 14)                    | <b><u>For 2023-2024 Policy Year</u></b><br>- Overall Increase = 4%<br>- Range = 2% to 6%       | \$1,076,507 Distributed       |
| 15)                    | <b><u>For 2024-25 Policy Year</u></b><br>- Overall Increase = 7.5%<br>- Range = 2.5% to 12.5%  | \$1,000,000 Distributed       |
| 16)                    | <b><u>For 2025-26 Policy Year</u></b><br>- Overall Increase = 6%<br>- Range = 3% to 9%         | \$1,500,000 Distributed       |
| 17)                    | <b><u>For 2026-27 Policy Year</u></b><br>- Overall Increase = 4%<br>- Range = 2% to 6%         | \$1,435,088 To be Distributed |

**SLAIT SURPLUS DISTRIBUTION  
HEALTH PREMIUMS  
To Be Distributed September, 2026**

	<b>2014-2015 HEALTH PREMIUM</b>	<b>% OF TOTAL</b>	<b>2014-2015 HEALTH DISTRIBUTION</b>	<b>2015-2016 HEALTH PREMIUM</b>	<b>% OF TOTAL</b>	<b>2015-2016 HEALTH DISTRIBUTION</b>	<b>TOTAL DISTRIBUTION</b>
1 Ballwin	1,395,255	6.19%	\$40,755	1,420,896	6.40%	\$49,750	90,505
2 Brentwood	1,181,924	5.25%	\$34,524	1,169,886	5.27%	\$40,962	75,485
3 Chesterfield	2,030,625	9.01%	\$59,314	2,048,005	9.23%	\$71,707	131,021
4 Clayton & CRSWC	1,633,142	7.25%	\$47,704	1,686,475	7.60%	\$59,049	106,753
5 Crestwood			\$0			\$0	
6 Creve Coeur	1,463,543	6.50%	\$42,750	1,490,710	6.72%	\$52,195	94,944
7 Des Peres	1,188,320	5.27%	\$34,710	1,259,221	5.67%	\$44,089	78,800
8 ECDC	222,173	0.99%	\$6,490	216,588	0.98%	\$7,583	14,073
9 Ferguson	1,737,227	7.71%	\$50,744	1,569,420	7.07%	\$54,951	105,694
10 Frontenac	674,467	2.99%	\$19,701	628,160	2.83%	\$21,994	41,695
11 Lake St. Louis	1,012,842	4.49%	\$29,585	1,026,361	4.63%	\$35,936	65,521
12 Manchester			\$0			\$0	
13 Maplewood	981,852	4.36%	\$28,680	1,046,984	4.72%	\$36,658	65,338
14 Maryland Heights	2,257,914	10.02%	\$65,953	2,221,564	10.01%	\$77,784	143,737
15 Olivette	807,594	3.58%	\$23,590	762,821	3.44%	\$26,709	50,298
16 Richmond Heights	1,421,952	6.31%	\$41,535	1,332,113	6.00%	\$46,642	88,176
17 Rock Hill	410,138	1.82%	\$11,980	397,902	1.79%	\$13,932	25,912
18 St. Ann	970,028	4.30%	\$28,334	840,900	3.79%	\$29,443	57,777
19 Town & Country	252,444	1.12%	\$7,374	337,797	1.52%	\$11,827	19,201
20 University City	2,813,369	12.49%	\$82,178	2,650,015	11.94%	\$92,786	174,963
21 WCDC	78,028	0.35%	\$2,279	83,204	0.37%	\$2,913	5,192
			\$658,177			\$776,911	1,435,088
	<b>22,532,838</b>	<b>100.00%</b>	<b>\$658,177</b>	<b>22,189,022</b>	<b>100.00%</b>	<b>\$776,911</b>	<b>1,435,088</b>



# MEMORANDUM

**DATE:** June 2, 2026  
**TO:** Mayor & City Council  
**FROM:** Kris Simpson  
**SUBJECT:** Economic Development Agreement – 39 North Agtech Innovation District (2026-2029)

---

## RECOMMENDATION:

Staff recommends that the City Council approve a three-year Economic Development Services Agreement with the 39 North Agtech Innovation District (“39 North”), effective July 1, 2026 through June 30, 2029.

This agreement continues the City’s partnership with 39 North to provide targeted economic development services focused on business attraction, retention, marketing, and support for long-term District development consistent with the 39 North Master Plan.

Funding for Year 1 is included in the FY 2027 budget.

## PROJECT FUNDING:

The agreement provides for the following annual City contributions with a 5% increase proposed for years 2 & 3:

- **Year 1:** \$57,881.25
- **Year 2:** \$60,775.31
- **Year 3:** \$63,814.08

Funding for these professional services will be charged to the Administration Department (01-12-11-6203), is subject to annual appropriation by the City Council, and will be paid in quarterly installments upon receipt of invoices and required reporting deliverables.

## BACKGROUND INFORMATION:

The 39 North Master Plan was adopted in 2018 as part of the City’s Comprehensive Plan to guide development of the 39 North District as a regional agtech and bioscience innovation hub. The City has since partnered with regional and private stakeholders, including the St. Louis Economic Development Partnership and the Danforth Plant Science Center, to advance implementation of the Plan.

In 2022, the 39 North Agtech Innovation District was established as a 501(c)(3) nonprofit to serve as the dedicated organization responsible for coordinating economic development activities within the District. Since execution of the current agreement (2023–2026), 39 North

has served as the City’s primary partner for District-level economic development services, including:

- Marketing and promotion of the District as an innovation hub
- Business attraction and retention support
- Coordination with regional, state, and national economic development partners
- Engagement with developers and stakeholders on site readiness and development opportunities
- Support for business climate and industry ecosystem development

At a Joint Work Session of the City Council and Economic Development Committee, Executive Director Emily Lohse-Busch will be providing their annual update on June 8, 2026, at 6 p.m.

**Next Term Priorities (2026–2029)**

The new proposed agreement continues and refines this scope with emphasis on:

- Targeted attraction of high-growth agtech and innovation companies
- Increased focus on site readiness, redevelopment, and infrastructure activation
- Expansion of business retention and expansion efforts within the District
- Strengthening of regional, state, and national economic development partnerships
- Continued branding and promotion of the District as an international innovation hub
- Enhanced reporting on economic impact metrics, including jobs, wages, and investment
- Expanded engagement with workforce and talent development partners

These priorities align with the City’s long-term economic development goals, continued implementation of the 39 North Master Plan, and the City’s Comprehensive Plan 2030 and the Strategic Plan 2026-2028 (Goals 4 & 5).

**PROJECT SCHEDULE:**

The 3-year agreement runs from July 1, 2026 through June 30, 2029.

**ATTACHMENTS:**

- Resolution: Authorizing Execution of Economic Development Services Agreement – 39 North Agtech Innovation District
- 39 North Economic Development Services Agreement (2026–2029)

**RESOLUTION NO. 1875**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CREVE COEUR, MISSOURI, AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR ECONOMIC DEVELOPMENT SERVICES WITH THE 39 NORTH AGTECH INNOVATION DISTRICT.**

**WHEREAS**, pursuant to Resolution 1644 the City of Creve Coeur (hereinafter the "City") engaged the 39 North Agtech Innovation District in 2023 for Economic Development Services regarding the promotion and development of the 39 North District of the City for a three-year term, and wishes to continue that relationship, and;

**WHEREAS**, the 39 North Agtech Innovation District, a Missouri Benevolent Corporation (hereinafter, "39N"), also wishes to continue to provide such Economic Development Services to the City, and;

**WHEREAS**, the parties desire to memorialize the terms, covenants, and conditions for Economic Development Services in the Agreement (Exhibit 1).

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CREVE COEUR, AS FOLLOWS:**

**Section 1:** The agreement between 39N and the City for Economic Development Services for a total cost of \$57,881.25 in Year 1 with a 5% increase in Years 2 and 3, is hereby approved and the City Administrator or his designee are hereby authorized and directed to enter into and execute the agreement. The agreement as executed shall be consistent with the provisions and intent of this Resolution with such changes as are determined by the executing officer to be necessary, desirable, convenient or proper in order to carry out the matters herein authorized. The City Administrator and his designated representatives are hereby authorized and directed to take any and all actions necessary, desirable, convenient, or proper in order to carry out the intent of this Resolution, the matters herein authorized, and the rights and duties of the City under the agreement.

**Section 2:** This Resolution shall be effective upon adoption.

ADOPTED THIS 22<sup>ND</sup> DAY OF JUNE, 2026.

---

DR. ROBERT HOFFMAN  
MAYOR

ATTEST:

---

KELLIE HENKE, MRCC  
CITY CLERK

**AGREEMENT FOR ECONOMIC DEVELOPMENT  
SERVICES**

**THIS AGREEMENT** entered into this \_\_\_\_ day of \_\_\_\_\_, 2026, by and between **CITY OF CREVE COEUR, MISSOURI**, a constitutionally chartered Missouri municipal corporation (hereinafter “City”), and **39 North**, a Missouri Benevolent Corporation (hereinafter “39N”).

**WHEREAS**, the City wishes to contract for Economic Development Services regarding the promotion and development of the 39 North District of the City (herein the “District”), and;

**WHEREAS**, 39N wishes to provide such Economic Development Services to the City, and;

**WHEREAS**, the parties desire to memorialize the terms, covenants, and conditions for Economic Development Services in this Agreement.

**NOW THEREFORE**, in consideration of the mutual promises contained in this Agreement and other good and valuable consideration,

1. **Term.** This Agreement shall be for a term of three (3) years, effective July 1, 2026, and ending June 30, 2029. This contract may be terminated by either party with ninety days written notice to the other party with or without cause.

2. **Services to be Provided.** During the term of this Agreement, 39N shall:

- Conduct targeted business attraction activities designed to provide new jobs and an improved tax base for the District with a focus on innovative and high-growth companies in the agtech sector.
- Identify and cultivate partnerships with developers and entities with the goal of developing the physical infrastructure within the District, including new and rehabbed buildings, green spaces and parks, food and beverage amenities and community-gathering spaces, which will make Creve Coeur a more attractive place to live and increase the quality of life for all residents and workers in the City.
- Build relationships and advocate for the District and the City of Creve Coeur with national, state, and regional entities engaged in economic development and/or high-growth agtech and agri-food tech.
- Produce materials and hold events and conventions that market and promote the District and its role as an international innovation hub in the agtech sector.
- Provide semi-annual market analyses on number of jobs, job sectors, and wages compared to state and national statistics.
- Assess issues of concern to 39N businesses and assist with promoting a healthy business climate within the District.
- Facilitate programs for business retention and expansion for existing businesses in the District.
- Directly engage with residents of the City and educate them about the economic

- impact of 39N activities.
- Such other services, as the parties agree may be feasible, necessary, and appropriate to help expand the District’s job base and tax base.
- Provide all deliverables and performance measures outlined herein.

3. **Fees and Expenses.** The City agrees to pay 39N fees for the services outlined in this Agreement (the “Fee”) pursuant to budgets as provided below, upon delivery of the approved services. The Fee shall be paid in quarterly payments to 39N. 39N shall submit an invoice within 15 days from the end of each calendar quarter. The Fee is subject to and conditioned on budget appropriation from the City Council and the Fee for each renewal term may be increased or decreased each year based on the budget appropriation from the City Council. Any reimbursement request not deemed by the City to be documented satisfactorily, consistent with the approved 39N line item budget, or otherwise appropriate shall not be reimbursed by the City. Provided, reimbursement approval will not unreasonably be withheld.

4. **Notices.** Any notice required to be given under this Agreement shall be served by certified mail, postage prepaid, hand delivery, or overnight courier.

5. **Applicable Law and Venue.** This Agreement has been made, and its validity, performance, and effect shall be determined, in accordance with the laws of the State of Missouri and venue for litigation between the parties shall be solely and exclusively in St. Louis County, Missouri, or the United States District Court for the Eastern District of Missouri.

6. **Entire Agreement.** This Agreement sets forth the entire agreement and understanding between the parties on the subject matter of this Agreement. Neither party shall be bound by any conditions, definitions, representations or warranties with respect to the subject matter of this Agreement other than those as expressly provided herein.

7. **Amendments and Waivers.** No modification of this Agreement shall be binding unless made in writing and executed by both parties. No waiver by either party or any breach or obligation of the other party under this Agreement shall constitute a waiver of any other prior or subsequent breach or obligation.

8. **Performance Measures.** 39N shall provide the following deliverables. Performance measures are included (with examples) for each item and will be used to evaluate the work performed throughout the entire term of the Agreement.

A. **Economic Development Marketing.** The City wants to develop appropriate marketing necessary to foster economic development opportunities for the City. The City will work to identify future development sites, and work to complete necessary task so that sites are more “ready” for immediate business opportunity availability.

Performance measures:

- Marketing materials directed toward innovation and agtech related businesses and organizations.
- Creation and distribution of promotional materials.

- Real Estate Development – identify and market as needed sites & buildings ready for development or occupancy.
- Report market Statistics & Demographics
- Develop Regional partnerships by working with the regional economic development council.
- Work with existing employers to develop workforce; attract quality employees to the City.
- Assess and advise City on needs for potential site development.

**B. Business Retention and Expansion.** The City wants to ensure existing businesses thrive and remain or expand in the City. 39N shall solicit regular feedback from existing businesses to determine how they can best be served and how programs can be developed to leverage their assets and the assets of other similar businesses and the assets of the City and the District. 39N shall develop concepts which promote existing business within the District.

Performance measure:

- Development of business community data
  - Retention rate for existing businesses
  - Existing employee headcount
  - Other data as reasonably requested by and coordinated with the City.
- Maintain market statistics and demographics for existing businesses and labor shed and market data for businesses interested in locating in the District.
- Provide technical assistance to existing businesses to assist them to retain jobs and/or expand.
- Bring, organize or recommend appropriate seminars and training for the District, or offered within the region that would benefit District-based companies.
- Analysis of existing businesses by utilizing Business Registry Data to evaluate growth, decline, establishment, or closure of existing businesses within the District.
- Develop or recommend training & education opportunities to start-up businesses.
- Provide resources to entrepreneurs as requested.

C. **Business Attraction.** 39N shall take steps necessary to ensure that the District competes at local, state, national, and international levels for prospective businesses. In addition, 39N shall actively promote the District at the state, national, and international levels, particularly to companies in the innovation and agtech sectors. 39N acknowledges the City desires to attract jobs with higher skills, higher wages, and higher benefits, and 39N will pursue companies in the targeted sectors that meet those goals.

Performance measure:

- Conduct or partner to facilitate a minimum of 10 promotional or marketing visits annually.
- Evaluate, recommend, and attend a minimum of 2 trade shows or similar events annually.
- Measurement and tracking of number of businesses locating in the District
- Report on employee headcount, wages, and capital investment attributed to new businesses.
- Advise on number of business contacts made and status of pending projects.
- Maintain 39N website, adding new content on a regular basis.
- Report semi-annually on website activity.
- Maintain & review community profile with state and regional economic development agencies.

D. **Strengthened Relationship with State and Regional Economic Development Organizations.** These organizations are assets to the City's economic development efforts. Fostering relationships with these organizations will provide a competitive advantage at the state and regional level and ensure that the City receives feedback from prospective companies about what the City can do to provide an attractive business package. 39N shall serve as the primary point of contact for the City for economic development related purposes in the District.

Performance measure:

- Regular meetings with State and Regional Economic Development Organizations and other relevant organizations
- Documented efforts and participation in regional partnership
- Positive relationship with State and Regional Economic Development Organizations and appropriate communicated vision for the City

E. **Reports and Presentations to the Mayor and City Council.** 39N shall provide a written report for the Mayor and City Council on a quarterly basis. Reports and presentations should outline the tasks accomplished and include statistics for each performance measure outlined herein.

Performance measure:

- Written report quarterly to Mayor and City Council.
- Timely updates to City Administrator on potential and ongoing projects as necessary.

- Produce content for City newsletter to inform residents about happenings at 39N.

F. **Performance Matrix.** During the first year of the agreement, the parties will establish goals for job creation and new construction for each year of this Agreement.

9. **Budget, Audit and Accounting.** 39N shall submit a proposal identifying how City funds will be utilized by 39N during the next fiscal year. Said proposal shall identify programs and special projects and shall set forth a budget. Based upon the proposal submitted by 39N and upon approval by the City Council, 39N shall file annually, before July 1<sup>st</sup> of each year, a report with the City Administrator and the City Clerk outlining the economic development services and activities provided by 39N under this Agreement. The parties acknowledge that 39N may reallocate expenditures among the budget line items as necessary through the year so long as the total City appropriation is not changed. 39N shall give the City written notification of any reallocation. Payment of invoices will be contingent on 39N providing proper documentation for all expenses and the expenses being eligible expenses based on the approved proposal. 39N shall provide the City with a statement from the 39N Auditor, in a form approved by the City and the 39N Auditor, stating that City funds were used as intended. 39N will make its complete Audit available to the City to review, upon request. For this Agreement covering the initial term, the budget proposal is attached hereto and incorporated herein as Exhibit A.

10. **Missouri Sunshine Law.** City contracts and documents prepared for the City while performing city contractual work may be subject to the Missouri Sunshine Law. If a Sunshine request is presented to the City, 39N will assist the City to provide copies of Public Records generated by 39N as prescribed in the Missouri Sunshine Law. In such instance, only legally authorized photocopying costs pursuant to the Missouri Sunshine law may be assessed for this compliance.

11. **Independent Contractor Indemnification.** The parties to this Agreement agree that 39N is an independent contractor and shall not, under any circumstances, be deemed an employee, partner, agent or affiliate of the City. 39N shall indemnify, defend, and hold harmless the City, its officials, employees, and agents, from and against any and all loss, liability, or damage as a result of claims, demands, costs, or judgments arising by virtue of this Contract, of whatever nature, made by or on behalf of any person or persons for any act or omission arising from its operation under this Contract.

12. **Compliance with Law, Indemnification.** 39N shall abide by all federal, state and local laws, rules, regulations and ordinances, which may now or hereafter be in effect, applicable to providing services under this Agreement, and agrees to indemnify, defend, and hold harmless, the City, its officials, employees and agents, from and against any violation of said laws, rules, regulations and ordinances.

13. **Workers' Compensation Insurance.** 39N shall provide workers' compensation insurance for its employees as required by State law. 39N shall also maintain motor vehicle insurance pursuant to minimum State requirements for operation of any motor vehicles under its direction and control.

14. **Equal Employment Opportunity.** This Agreement is subject to all federal, state and local laws, rules and regulations pertaining to equal employment opportunities. 39N shall not discriminate or permit discrimination in violation of federal or state laws or local ordinances

because of race, color, sex, age, disability, political or religious affiliations or national origin.

15. **Conflicts of Interest.** 39N agrees that no employee of 39N, or its designees or agents, shall have any interest, direct or indirect, in this Agreement other than in the direct course of his/her employment with 39N.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first written above.

FOR 39 NORTH

FOR THE CITY OF CREVE COEUR

BY: \_\_\_\_\_ BY: \_\_\_\_\_  
President Kris Simpson  
City Administrator

**Economic Development Funding**

**39 North:**

Salaries	\$37,881.25.0 0
Marketing, Advertising, E-marketing:	\$7,500.00
Prospect/Consultant Hosting & Travel	\$5,000.00
Business Retention & Expansion	\$5,000.00
Office Supplies/Publications/Mail	\$2,500.00
TOTAL OPERATING EXPENSES	\$ 57,881.25

# CITY OF CREVE COEUR



## MEMORANDUM

**Date:** June 15, 2026  
**To:** Kris Simpson, City Administrator  
**From:** Kevin Mulligan, Civil Engineer  
**CC:** Jay Lancaster, Director of Public Works  
**Subject:** Recommendation of Award, 2026 Asphalt Pavement Resurfacing Project

---

### Staff Recommendation

Competitive bids have been evaluated for the City's annual asphalt pavement resurfacing project. City staff recommends entering into a contract with Spencer Contracting Company for the project, based upon their past performance in the City and their low bid for the work.

### Project Funding

The proposed 2026 Asphalt Pavement Resurfacing Project will be funded through the Capital Fund and is identified in the Capital Improvement Program as part of the Street and Sidewalk Maintenance Program and Parks and Recreational Facilities, DRC – East Parking Lot line items. Funding is designated in the proposed FY2027 capital improvement budget in account 02-61-71-9510 for streets and sidewalks and street reconstruction. \$100,000 has been allocated from the 9506 Parks and Recreational Facilities for the expansion and repaving of the Dielmann Center East Parking Lot.

### Background

City staff developed the 2026 Asphalt Pavement Resurfacing Project as part of the City's annual pavement maintenance program for FY2027.

The 2026 Asphalt Pavement Resurfacing Project involves asphalt pavement repairs and resurfacing for several streets throughout the City. Almost all of the work involves the removal and replacement of the top two inches of asphalt pavement. While resurfacing involves the entire street, asphalt repairs include only select portions that are in poor condition.

Also included in this project is the resurfacing and expansion of the Dielmann Center's east parking lot.

Attached to this report is a map of the City that highlights the streets involved in this year's asphalt program. The scope of work for each street is summarized below:

Chaminade Dr & Notre Dame Dr	Resurfacing
Conway Gardens Lane	Resurfacing
Conway Lake Drive & Court	Resurfacing
Emerald Green Dr (north half of street)	Concrete base repairs, resurfacing
Sarah Lane	Resurfacing
Golf Course East Parking Lot	Resurfacing, drive lane expansion
Ladue Rd, Spoede Rd	Repairs

Bid Submittals

Bids were publicly opened on June 11, 2025, with a total of seven bids received:

<b>Contractor</b>	<b>Bid Price</b>
Spencer Contracting Company	\$580,062.20
E. Meier Contracting, Inc.	\$629,872.50
Ford Asphalt Company	\$630,000.00
Asphalt Services LLC	\$637,500.00
Gershenson Construction Co., Inc	\$714,087.50
Pace Construction Company	\$724,700.00
Pavement Solutions, LLC	\$761,582.00

A copy of the bid tabulation is attached. There were no errors in the bids.

The staff estimate for this project was \$562,250.00, which was based on unit prices from the last 1-2 years. The low bid is 3% higher than the estimate, indicating the City received a fair and reasonable bid.

Schedule/Timeline

Work on this project is expected to begin in July or August and be completed before November.

Contractor Recommendation

Spencer Contracting has successfully completed several projects for the City in the past, and is currently the contractor for the City’s Craig Road STP Project. The City has received quality work from Spencer with these projects, and staff expects that to continue with this year’s asphalt project.

- Attachments: Exhibit A – City Contractor Agreement  
Exhibit B - Bid Tabulation  
Exhibit C - 2026 Asphalt Pavement Resurfacing Project Locations Map

RESOLUTION NO. 1876

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CREVE COEUR, MISSOURI, AUTHORIZING THE EXECUTION OF A CONTRACT WITH SPENCER CONTRACTING COMPANY FOR ASPHALT PAVEMENT RESURFACING AS PART OF THE 2027 FISCAL YEAR PAVEMENT MAINTENANCE PROGRAM FOR THE NOT-TO-EXCEED CONTRACT SUM OF \$580,062.20.**

**WHEREAS**, the City strives to provide safe public rights of way for its commercial and residential communities; and

**WHEREAS**, it is necessary to replace the driving surface of asphalt roadway pavement in order to maintain the quality of life expected by the community; and

**WHEREAS**, this project and these improvements have been competitively bid per the requirements outlined in the City of Creve Coeur Code of Ordinances; and

**WHEREAS**, Spencer Contracting Company has provided the lowest and most responsible bid for the project.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CREVE COEUR, AS FOLLOWS:**

**Section 1.** The Contract between Spencer Contracting Company and the City, attached hereto as "Exhibit A," with a not-to-exceed contract sum of \$ 580,062.20, is hereby approved and the City Administrator is hereby authorized and directed to enter into and execute that Contract. The Contract as executed shall be substantially in the form of "Exhibit A," with such changes therein as shall be approved by the officers of the City executing same, consistent with the provisions and intent of this Resolution. The City Administrator and his designated representatives are hereby authorized and directed to take any and all actions necessary, desirable, convenient, or proper in order to carry out the intent of this Resolution, the matters herein authorized, and the rights and duties of the City under the Contract.

ADOPTED THIS 22<sup>ND</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
DR. ROBERT HOFFMAN  
MAYOR

ATTEST:

\_\_\_\_\_  
KELLIE HENKE, MRCC  
CITY CLERK

**EXHIBIT A**



**CITY-CONTRACTOR AGREEMENT**

This is an Agreement made and entered into the \_\_\_\_ day of \_\_\_\_\_, 2026, by and between the City of Creve Coeur, Missouri (hereinafter called the "City") and, Spencer Contracting Company, with offices at 3073 Arnold Tenbrook Rd, Arnold, MO 63010 (hereinafter called the "Contractor"). The project is identified as the **2026 Asphalt Pavement Resurfacing Project** (hereinafter called the "Work" or the "Project").

**WITNESSETH:**

The Contractor and the City for the consideration set forth herein agree as follows:

**ARTICLE I**

**The Contract Documents**

The Contract Documents, which comprise the entire agreement between the City and the Contractor, consist of the following:

- 1) This City-Contractor Agreement
- 2) General Conditions of City-Contractor Agreement
- 3) Job Special Provisions
- 4) Asphalt Price Index Agreement
- 5) Technical Specifications
- 6) Non-Collusion Affidavit
- 7) Contractor's Affidavit for Public Construction Projects
- 8) Performance Payment Bond
- 9) Construction Schedule
- 10) Missouri Annual Wage Order
- 11) All Addenda to the Bid Documents and all Modifications issued after execution of this Contract

- 12) The Saint Louis County Standard Specifications for Road and Bridge Construction, dated October 1, 2024, referred to herein as the “Standard Specifications” and applicable to the Work of this Contract by reference;
- 13) The St. Louis County Standard Drawings, dated April 29, 2020. These drawings shall be included in the reference to the “Standard Drawings” herein.
- 14) The latest version of the Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD)

The documents listed above, together with this Agreement, form the Contract and are all as fully a part of the Contract as if attached to this Agreement or repeated herein. Furthermore, all definitions set forth in the General Conditions of City-Contractor Agreement are applicable to this Agreement.

## ARTICLE II

### Scope of Work

The Contractor, acting as an independent contractor, shall do everything required by the Contract Documents. The Contractor represents and warrants that he has special skills which qualify him to perform the Work in accordance with the Contract and that he is free to perform all such Work and is not a party to any other agreement, written or oral, the performance of which would prevent or interfere with the performance, in whole or in part, of the Work.

## ARTICLE III

### Time of Completion

All time limits stated in the Contract Documents are of the essence.

The Work to be performed under the Contract shall commence within twenty (20) calendar days of the date of the written Notice to Proceed as issued by the City.

As indicated in the Job Special Provisions, the partial-depth asphalt repair on Spoede Road will impact traffic for Spoede Elementary School. To minimize these impacts, work on Spoede Road must be completed during summer break which lasts until August 21, 2026. The removal of the island in the cul-de-sac of Wind Rush Creek East and installation of full-depth asphalt pavement must be completed before the street is microsurfaced. Microsurfacing work is expected to be completed in late-August or early-September, therefore, the asphalt work on Wind Rush Creek East must also be completed by August 21, 2026. See JSPs 2 & 15 for more information.

The remainder of the Work shall be completed **on or before November 13, 2026**.

The Contractor’s Construction Schedule shall describe when each phase of the Work will be completed within the Time of Completion indicated above. The Contractor’s Construction Schedule cannot indicate a completion date that requires more time than what is indicated above. An extension of

the Time of Completion can be made only through a Change Order from the City, in accordance with the General Conditions of the City-Contractor Agreement.

#### **ARTICLE IV**

##### **The Contract Sum and Payments**

The "Contract Sum" is hereby defined as the sum total of the products of the estimated quantity of each bid item in the Bid Proposal Form and the unit price bid by the Contractor in the Bid Proposal Form for that item, adjusted to account for any Modification(s), as defined in the General Conditions, made in compliance with Article VI of this Agreement and made prior to the execution of this Agreement. Therefore, the Contract Sum represents a reasonable estimate of the anticipated final contract value at the time of the execution of this Agreement. Both the Contractor and the City acknowledge that the actual work may require different item quantities than those that were included in the Bid Proposal Form or a pre-construction Modification and that the completed and accepted item quantities will be reconciled against the estimated quantities through a final change order upon the completion of the Work.

The Contract Sum for this Work shall be Five-Hundred-Eighty Thousand, Sixty-Two Dollars and Twenty Cents (\$580,062.20). The Contract unit prices and Contract item quantities are listed in Table 1 of this Agreement. These unit prices and item quantities form the basis of the not-to-exceed Contract Sum, as described above and as illustrated in Table 1 of this Agreement. All payments for the Work shall be based upon the Contract unit costs listed in Table 1.

Based upon Applications for Payment submitted by the Contractor on or before the twentieth day of the month for work completed and accepted by the City, in accordance with the Contract Documents, except as otherwise required by Section 8.960 RSMo. the City shall pay the Contractor as follows:

- (1) On or about the tenth day of each following month, ninety percent (90%) [95% if Contract Sum exceeds \$50,000] of the value of the portion of the Work that has been completed and accepted to date, less the aggregate of all previous progress payments;
- (2) Upon completion of the Work, the Contractor and the City shall execute a final Modification to this Agreement to reconcile the quantity of each completed and accepted Contract item with the estimated quantity of that item included in Table 1 and adjusted through subsequent Modification(s), if any, made in compliance with Article VI of this Agreement; and
- (3) Final payment shall be made within thirty (30) days after the Work is fully completed and accepted by the City and the Contract fully performed.

**ARTICLE V****Performance of the Work**

(a) Within seven (7) calendar days after being awarded the Contract, the Contractor shall prepare and submit for the City's approval:

- (1) A Construction Schedule for the Work in bar-chart format, which shall indicate the target dates for starting and completing the various stages of the Work on a street-by-street basis, and which shall comply with the times set forth in Article III.
- (2) A Traffic Control Plan indicating the location of all proposed signage, detours, and lane closures requested for the Work and which adequately address and maintain the pedestrian and vehicular traffic during the Work. All traffic control shall be according to the standards of the Manual on Uniform Traffic Control Devices (MUTCD) developed by the Federal Highway Administration, as referenced in Article I of this Agreement.
- (3) Proof of compliance with all insurance requirements, acceptable to the City.
- (4) All required bonds.
- (5) Any missing bid documents.

(b) The Notice to Proceed shall be issued within fourteen (14) calendar days after the award of the contract or submittal to and approval by the City of the foregoing required documents, whichever is later. Undue delay in submitting such required documents shall be grounds for termination of the contract by the City upon three (3) days advance written notice.

(c) The Contractor shall be required to substantially finish portions of the Work, as designated by the Director of Public Works, prior to continuation of further work remaining on the project. This may include backfilling, restoration, or cleanup as designated by the Director of Public Works.

(d) Completion of the Work in accordance with the time limits set forth in the Construction Schedule is an essential condition of the Contract. If the Contractor fails to complete the Work in accordance with the Construction Schedule, unless the delay is excusable under the provisions of Article VI hereof, the Contractor shall pay the City as liquidated damages, and not as a penalty, the sum of:

- five hundred dollars (\$500.00) for each calendar day the Contractor fails to comply with the Construction Schedule until the Director of Public Works determines that Substantial Completion of the Work has been achieved; and
- one hundred dollars (\$100.00) for each working day after both the completion date specified in the Construction Schedule has expired and the date that Substantial Completion has been achieved, until final completion and acceptance of the Work.

The total amount so payable to the City as liquidated damages may be deducted from any sums due or to become due to the Contractor from the City. Excessive delay, as determined by the Director of Public Works, may be grounds for termination of the City-Contractor Agreement, as discussed in Article VIII.

(e) After Commencement of the Work, and until final completion of the Work, the Contractor shall report to the City, at such intervals as the City may reasonably direct, the actual progress of the work compared to the Construction Schedule. If the Contractor falls behind the Construction Schedule for any reason, he shall promptly take, and cause his Subcontractors to take, such action as is necessary to remedy the delay, and shall submit promptly to the City for approval a supplementary schedule or progress chart demonstrating the manner in which the delay will be remedied; provided, however, that if the delay is excusable under Article VI hereof, the Contractor will not be required to take, or cause his Subcontractors to take, any action which would increase the overall cost of the Work (whether through overtime premium pay or otherwise), unless the City shall have agreed in writing to reimburse the Contractor for such increase in cost. Any increase in cost incurred in remedying a delay which is not excusable under Article VI hereof shall be borne by the Contractor.

## **ARTICLE VI**

### **Delays Beyond Contractor's Control**

(a) If the Contractor fails to complete the Work in accordance with the Construction Schedule solely as a result of the act or neglect of the City, or by strikes, lockouts, fire or other similar causes beyond the Contractor's control, the Contractor shall not be required to pay liquidated damages to the City pursuant to paragraph (d) of Article V hereof, provided the Contractor uses his best efforts to remedy the delay in the manner specified in paragraph (d) of Article V hereof. If, as a result of any such cause beyond the Contractor's control, the delay in completion of the Work in accordance with the Construction Schedule is so great that it cannot be remedied in the aforesaid manner, or if the backlog of Work is so great that it cannot be remedied without incurring additional cost which the City does not authorize, then the time of completion and the Construction Schedule shall be extended pursuant to a Change Order for the minimum period of delay occasioned by such cause. The period of delay and extension shall be determined by the City.

(b) Notwithstanding the foregoing paragraph (a), no extension of time shall be granted for any delay the cause of which occurs more than seven (7) days before claim therefore is made in writing by the Contractor to the City, and no extension of time shall be granted if the Contractor could have avoided the need for such extension by the exercise of reasonable care and foresight, as determined by the Director of Public Works. In the case of a continuing cause of delay, only one claim is necessary.

(c) Weather may constitute a cause for granting an extension of time, but only as determined and approved by the Director of Public Works.

(d) In the event a delay is caused by the City, the Contractor's sole remedy shall consist of his rights under this Article VI.

**ARTICLE VII****Changes in the Work**

(a) The City may make changes within the general scope of the contract by altering, adding to, or deducting from the Work, the Contract Sum being adjusted accordingly. All such changes in the Work shall be executed under the conditions of the Contract. No extra work or change shall be made except pursuant to a Change Order from the City in accordance with the General Conditions. Any claim for an increase in the Contract Sum resulting from any such change in the Work shall be made by the Contractor in accordance with the General Conditions.

(b) Any adjustment in the Contract Sum for duly authorized extra work or change in the Work shall be determined based on the Contract unit prices listed in Table 1 of this Agreement, to the extent such unit prices are applicable. To the extent such unit prices are not applicable, the adjustment in the Contract Sum shall, at the option of the City, be determined by an acceptable fee properly itemized and supported by sufficient substantiating data to permit evaluation, by an acceptable cost-plus-percentage fee, or by an acceptable fixed fee.

**ARTICLE VIII****Termination of the City-Contractor Agreement**

(a) If the Contractor is adjudged a bankrupt; or if the Contractor makes a general assignment for the benefit of creditors; or if a receiver is appointed on account of the Contractor's insolvency; or if the Contractor persistently or repeatedly fails, except in cases for which extension of time is provided, to make progress in accordance with the Construction Schedule; or if the Contractor fails to make prompt payment to Subcontractors or for material or labor, or persistently disregards laws, ordinances or the instructions of the City, or otherwise breaches any provision of the Contract, the City may, without prejudice to any other right or remedy, by giving written notice to the Contractor and his surety, terminate the Contract, take possession of the Work and of all materials and equipment thereon, and finish the Work by whatever method the City may deem expedient. In such case, the Contractor shall not be entitled to receive any further payment until the work is finished. If the unpaid balance of the value of the Work completed to date shall exceed the expenses of finishing the Work, including additional professional, managerial, and administrative expenses, such excess shall be paid to the Contractor. If such expenses shall exceed the unpaid balance of the value of the Work completed to date, the Contractor shall pay the difference to the City promptly upon demand.

In the event of termination pursuant to this paragraph, the Contractor, upon the request of the City, shall promptly:

- (i) assign to the City in the manner and to the extent directed by the City all right, title, and interest of the Contractor under any subcontracts, purchase orders, and construction

equipment leases to which the Contractor is a party and which relate to the Work or to construction equipment required therefore, and

- (ii) make available to the City, to the extent directed by the City, all construction equipment owned by the Contractor and employed in connection with the Work.

(b) Performance of the Work hereunder may be terminated by the City by giving three (3) days prior written notice to the Contractor if the City, in its sole discretion, decides to discontinue or suspend construction. In the event of such termination, as opposed to termination pursuant to paragraph (a) of this Article VIII, the Contract Sum shall be reduced in an equitable manner by agreement between the parties.

**ARTICLE IX**

**Contractor's Liability Insurance**

The Contractor shall purchase and maintain in full force and effect the following insurance coverage with an insurance carrier acceptable to the City:

The policy shall be endorsed to cover the contractual liability of the Contractor under the General Conditions.

The Contractor and his Subcontractors shall procure and maintain during the life of this agreement insurance of the types and minimum amounts as follows:

- (a) Workers' Compensation in full compliance with statutory requirements of Federal and State of Missouri law and Employers' Liability coverage in the amount of \$1,000,000.

- (b) Comprehensive General Liability and Bodily Injury

- Including Death: \$1,000,000 each person  
\$1,000,000 each occurrence
- Property Damage: \$1,000,000 each occurrence  
\$1,000,000 aggregate

- (c) Comprehensive Automobile Liability, Bodily Injury

- Including Death: \$1,000,000 each person  
\$1,000,000 each occurrence
- Property Damage: \$1,000,000 each accident

- (d) Owner's Protective Bodily Injury

- Including Death: \$1,000,000 each person  
\$1,000,000 each occurrence
- Property Damage: \$1,000,000 each occurrence  
\$1,000,000 aggregate

The Owner's Protective policy shall name the City as the Insured and other policies must cover the City as an additional primary insured. All policies must be endorsed to require at least thirty (30) days written advance notice to the City of any change or cancellation. Proof of compliance with these requirements shall be furnished to and approved by the City prior to the Contractor commencing the Work on this project. Certificates evidencing such insurance shall be furnished the City prior to Contractor commencing the work on this project.

## **ARTICLE X**

### **Equal Opportunity and Non-Discrimination**

The Contractor will comply with all provisions of federal, state, and local codes, ordinances, and regulations governing the regulation of Equal Employment Opportunity and Non-Discrimination, including, but not limited to, Chapter 230 of the Code of Ordinances of the City of Creve Coeur, Missouri.

In the event that any or all of the provision(s) of this Article conflict with federal, state, or other local laws, ordinances, or regulations, then the requirements of such federal, state, or local laws, ordinances, or regulations shall prevail. Compliance with the foregoing provisions shall not relieve the Contractor from adherence to any and all additional requirements regarding equal employment or non-discrimination set forth in such federal, state, or other local laws, ordinances, or regulations.

During the performance of this contract, the Contractor, for itself, its assignees and successors, in interest (hereinafter referred to as the "Contractor") agrees, as follows:

1. **Compliance with Regulations:** The Contractor shall comply with Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

Further, on any federal assisted contract, the Contractor and sub-contractor agree to comply with the Equal Employment Opportunity provisions cited in CFR 23, Subpart D – Construction Contract Equal Employment Opportunity Compliance Procedures, CFR 49 – Non-Discrimination in Federally-assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964, E.E. 11246 and Title VII of the Civil Rights Act of 1964.

2. **Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, national origin, ancestry, income, limited English proficiency, sex, gender, gender identity, sexual orientation, age, disability, or familial status in the selection, retention, and treatment of subcontractors, including procurements of materials in the discrimination prohibited by Section 21.5 of the Regulations, including

employment practices when the contractor covers a program set for in Appendix B of the Regulations.

3. Solicitation for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, national origin, ancestry, income, limited English proficiency, sex, gender, gender identity, sexual orientation, age, disability, or familial status.
4. Information and Reports: The contractor shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the State Highway Department of the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the State Highway Department or the Federal Highway Administration, as appropriate, and shall set forth what efforts it has made to obtain the information.
5. Sanctions for Noncompliance: In the event the contractor's noncompliance with the nondiscrimination provisions of this contract, the State Highway Department shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
  - a) Withholding payments to the contractor under the contract until the contractor complies and/or
  - b) Cancellation, termination or suspension of the contract, in whole or in part.
6. Incorporation of Provisions: The contractor shall include provisions of paragraphs (1) through (5) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the State Highway Department or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the State Highway Department to enter into such litigation to protect the interests of the State, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

**ARTICLE XI****Conflicts of Interest**

The parties agree to abide by all applicable federal, state, and local laws, ordinances, and regulations relating to conflicts of interest. A detailed discussion of conflicts of interest can be found in Section 5.6 of the General Conditions of City-Contractor Agreement.

**ARTICLE XII****The Work**

The Contractor shall furnish all labor, materials, and equipment necessary to complete all services included in the Work. The scope of Work generally includes asphalt pavement resurfacing and repairs within the City of Creve Coeur, Missouri. This work is more specifically described in the Technical Specifications.

The Work shall be completed to the satisfaction of the Director of Public Works for the City of Creve Coeur.

**TABLE 1**  
**Summary of Contract Quantities, Contract Unit Prices, and Contract Sum**

Item Number	Item	Unit	Contract Quantity	Contract Unit Price	Item Subtotal
402001A	UNSUITABLE SUBGRADE FORCE ACCOUNT	DOLLAR	5,000	\$ 1.00	\$ 5,000.00
402001A	PAVEMENT MILLING (3 IN. OR LESS)	SY	22,500	\$ 3.76	\$ 84,600.00
405001A	TYPE "C" BITUMINOUS PAVEMENT	TON	3,000	\$ 104.46	\$ 313,380.00
407001	TACK COAT	GAL	2,250	\$ 0.01	\$ 22.50
502001A	CONCRETE REMOVAL AND REPLACEMENT (8" THICK)	SY	700	\$ 105.25	\$ 73,675.00
604201A	ADJUST MANHOLE TO GRADE	EA	5	\$ 140.00	\$ 700.00
609100A	ROLLED CURB AND GUTTER (VARIOUS WIDTHS)	LF	50	\$ 70.00	\$ 3,500.00
609301	ASPHALT CURB	LF	500	\$ 12.28	\$ 6,140.00
612001A	TRAFFIC CONTROL (INCLUDES FLAGGERS)	LS	1	\$ 8,045.00	\$ 8,045.00
613500A	PARTIAL-DEPTH PAVEMENT REPAIR	SY	750	\$ 46.21	\$ 34,657.50
613500A	FULL-DEPTH PAVEMENT REPAIR	SY	50	\$ 102.00	\$ 5,100.00
619000A	MOBILIZATION	LS	1	\$ 40,742.20	\$ 40,742.20
619999A	MOBILIZATION (MILLING)	LS	1	\$ 2,500.00	\$ 2,500.00
608110A	ASPHALT DRIVEWAY (3" TYPE 'C' MIX)	SY	50	\$ 40.00	\$ 2,000.00
<b>CONTRACT SUM:</b>				<b>\$</b>	<b>580,062.20</b>

IN WITNESS WHEREOF, the parties hereto have executed this Agreement:

CITY OF CREVE COEUR

By \_\_\_\_\_  
Kris Simpson, City Administrator

By \_\_\_\_\_  
Jay Lancaster, Director of Public Works

(SEAL)

Attest: \_\_\_\_\_  
City Clerk

Date: \_\_\_\_\_

SPENCER CONTRACTING COMPANY

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

(SEAL)

Attest: \_\_\_\_\_

Date: \_\_\_\_\_



**BID TABULATION**

**2026 Asphalt Pavement Resurfacing Project**

City of Creve Coeur, Missouri

Bids opened: 10:00 am, Thursday, June 11, 2026

Item Number	Item	Unit	Contract Quantity	Engineer's Estimate		Spencer Contracting Company		E. Meier Contracting, Inc		Ford Asphalt Company		Asphalt Services LLC	
				Unit Bid Price	Item Subtotal	Unit Bid Price	Item Subtotal	Unit Bid Price	Item Subtotal	Unit Bid Price	Item Subtotal	Unit Bid Price	Item Subtotal
402001A	UNSUITABLE SUBGRADE FORCE ACCOUNT	DOLLAR	5,000	\$ 1.00	\$ 5,000.00	\$ 1.00	\$ 5,000.00	\$ 1.00	\$ 5,000.00	\$ 1.00	\$ 5,000.00	\$ 1.00	\$ 5,000.00
402001A	PAVEMENT MILLING (3 IN. OR LESS)	SY	22,500	\$ 3.00	\$ 67,500.00	\$ 3.76	\$ 84,600.00	\$ 4.00	\$ 90,000.00	\$ 4.00	\$ 90,000.00	\$ 4.00	\$ 90,000.00
405001A	TYPE "C" BITUMINOUS PAVEMENT	TON	3,000	\$ 110.00	\$ 330,000.00	\$ 104.46	\$ 313,380.00	\$ 117.00	\$ 351,000.00	\$ 110.00	\$ 330,000.00	\$ 120.00	\$ 360,000.00
407001	TACK COAT	GAL	2,250	\$ 3.00	\$ 6,750.00	\$ 0.01	\$ 22.50	\$ 0.01	\$ 22.50	\$ 0.01	\$ 22.50	\$ 7.00	\$ 15,750.00
502001A	CONCRETE REMOVAL AND REPLACEMENT (8" THICK)	SY	700	\$ 100.00	\$ 70,000.00	\$ 105.25	\$ 73,675.00	\$ 133.00	\$ 93,100.00	\$ 160.00	\$ 112,000.00	\$ 125.00	\$ 87,500.00
604201A	ADJUST MANHOLE TO GRADE	EA	5	\$ 500.00	\$ 2,500.00	\$ 140.00	\$ 700.00	\$ 250.00	\$ 1,250.00	\$ 200.00	\$ 1,000.00	\$ 300.00	\$ 1,500.00
609100A	ROLLED CURB AND GUTTER (VARIOUS WIDTHS)	LF	50	\$ 60.00	\$ 3,000.00	\$ 70.00	\$ 3,500.00	\$ 108.00	\$ 5,400.00	\$ 150.00	\$ 7,500.00	\$ 100.00	\$ 5,000.00
609301	ASPHALT CURB	LF	500	\$ 20.00	\$ 10,000.00	\$ 12.28	\$ 6,140.00	\$ 17.50	\$ 8,750.00	\$ 15.00	\$ 7,500.00	\$ 20.00	\$ 10,000.00
612001A	TRAFFIC CONTROL (INCLUDES FLAGGERS)	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 8,045.00	\$ 8,045.00	\$ 9,500.00	\$ 9,500.00	\$ 7,750.00	\$ 7,750.00	\$ 10,000.00	\$ 10,000.00
613500A	PARTIAL-DEPTH PAVEMENT REPAIR	SY	750	\$ 50.00	\$ 37,500.00	\$ 46.21	\$ 34,657.50	\$ 43.00	\$ 32,250.00	\$ 50.00	\$ 37,500.00	\$ 27.00	\$ 20,250.00
613500A	FULL-DEPTH PAVEMENT REPAIR	SY	50	\$ 120.00	\$ 6,000.00	\$ 102.00	\$ 5,100.00	\$ 165.00	\$ 8,250.00	\$ 250.00	\$ 12,500.00	\$ 150.00	\$ 7,500.00
619000A	MOBILIZATION	LS	1	\$ 7,000.00	\$ 7,000.00	\$ 40,742.20	\$ 40,742.20	\$ 17,000.00	\$ 17,000.00	\$ 9,227.50	\$ 9,227.50	\$ 10,000.00	\$ 10,000.00
619999A	MOBILIZATION (MILLING)	LS	1	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 5,600.00	\$ 5,600.00	\$ 2,500.00	\$ 2,500.00	\$ 10,000.00	\$ 10,000.00
608110A	ASPHALT DRIVEWAY (3" TYPE 'C' MIX)	SY	50	\$ 90.00	\$ 4,500.00	\$ 40.00	\$ 2,000.00	\$ 55.00	\$ 2,750.00	\$ 150.00	\$ 7,500.00	\$ 100.00	\$ 5,000.00

	Engineer's Estimate	Spencer Contracting Company	E. Meier Contracting, Inc	Ford Asphalt Company	Asphalt Services LLC
<b>Total Bid:</b>	<b>\$ 562,250.00</b>	<b>\$ 580,062.20</b>	<b>\$ 629,872.50</b>	<b>\$ 630,000.00</b>	<b>\$ 637,500.00</b>

- Denotes discrepancy between price written in number and words. Price written in words governs.
- Denotes calculation error. Corrected value shown.



## BID TABULATION

### 2026 Asphalt Pavement Resurfacing Project

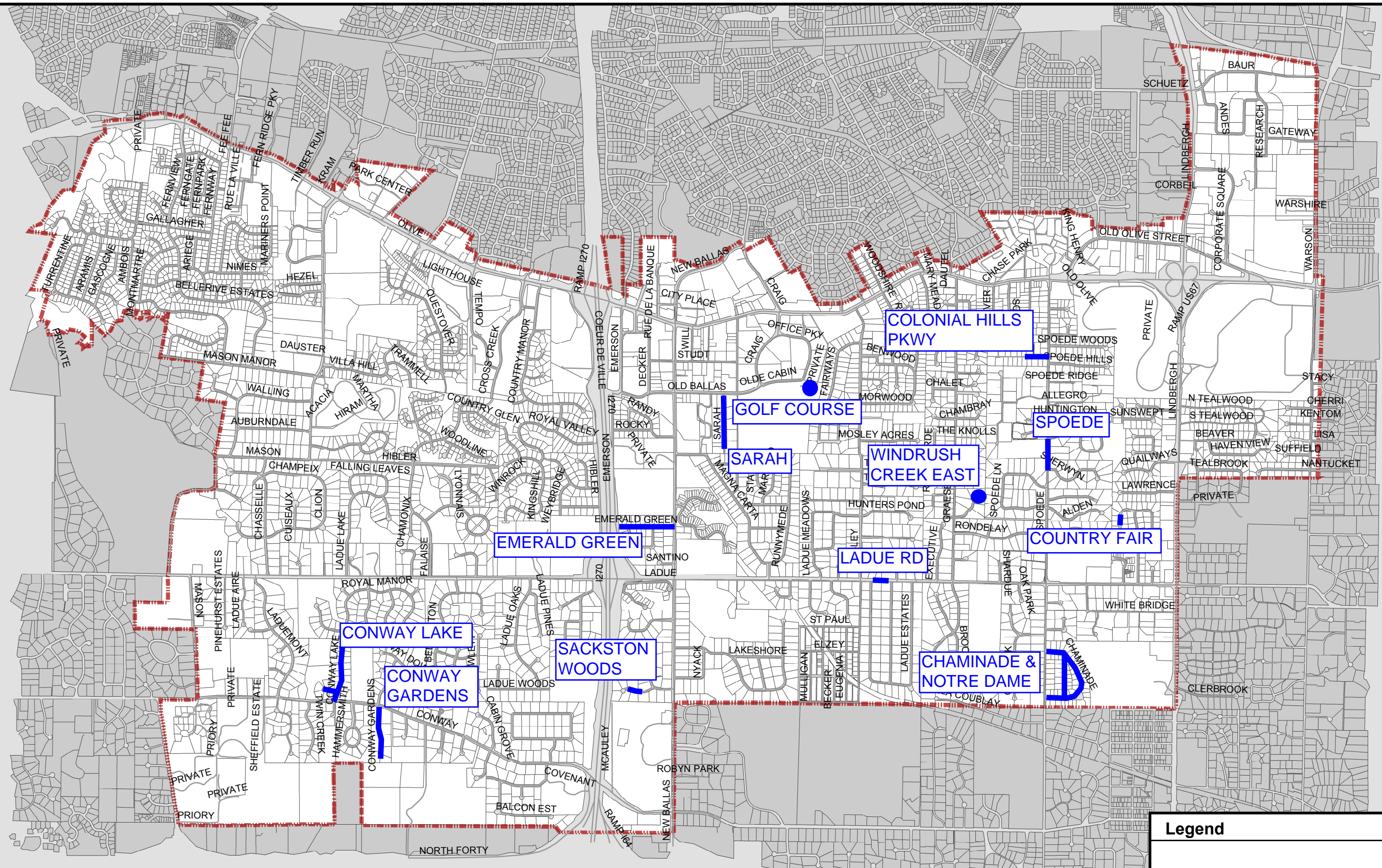
City of Creve Coeur, Missouri

Bids opened: 10:00 am, Thursday, June 11, 2026

Item Number	Item	Unit	Contract Quantity	Gershenson Construction Co., Inc.		Pace Construction Company, LLC		Pavement Solutions, LLC	
				Unit Bid Price	Item Subtotal	Unit Bid Price	Item Subtotal	Unit Bid Price	Item Subtotal
402001A	UNSUITABLE SUBGRADE FORCE ACCOUNT	DOLLAR	5,000	\$ 1.00	\$ 5,000.00	\$ 1.00	\$ 5,000.00	\$ 1.00	\$ 5,000.00
402001A	PAVEMENT MILLING (3 IN. OR LESS)	SY	22,500	\$ 3.76	\$ 84,600.00	\$ 4.25	\$ 95,625.00	\$ 5.34	\$ 120,150.00
405001A	TYPE "C" BITUMINOUS PAVEMENT	TON	3,000	\$ 130.19	\$ 390,570.00	\$ 104.00	\$ 312,000.00	\$ 119.00	\$ 357,000.00
407001	TACK COAT	GAL	2,250	\$ 1.00	\$ 2,250.00	\$ 4.10	\$ 9,225.00	\$ 4.74	\$ 10,665.00
502001A	CONCRETE REMOVAL AND REPLACEMENT (8" THICK)	SY	700	\$ 116.55	\$ 81,585.00	\$ 154.00	\$ 107,800.00	\$ 145.00	\$ 101,500.00
604201A	ADJUST MANHOLE TO GRADE	EA	5	\$ 250.00	\$ 1,250.00	\$ 500.00	\$ 2,500.00	\$ 299.00	\$ 1,495.00
609100A	ROLLED CURB AND GUTTER (VARIOUS WIDTHS)	LF	50	\$ 78.75	\$ 3,937.50	\$ 290.00	\$ 14,500.00	\$ 196.00	\$ 9,800.00
609301	ASPHALT CURB	LF	500	\$ 15.65	\$ 7,825.00	\$ 24.00	\$ 12,000.00	\$ 21.00	\$ 10,500.00
612001A	TRAFFIC CONTROL (INCLUDES FLAGGERS)	LS	1	\$ 32,000.00	\$ 32,000.00	\$ 5,150.00	\$ 5,150.00	\$ 8,572.00	\$ 8,572.00
613500A	PARTIAL-DEPTH PAVEMENT REPAIR	SY	750	\$ 61.96	\$ 46,470.00	\$ 65.00	\$ 48,750.00	\$ 70.00	\$ 52,500.00
613500A	FULL-DEPTH PAVEMENT REPAIR	SY	50	\$ 340.00	\$ 17,000.00	\$ 144.00	\$ 7,200.00	\$ 373.00	\$ 18,650.00
619000A	MOBILIZATION	LS	1	\$ 34,500.00	\$ 34,500.00	\$ 73,500.00	\$ 73,500.00	\$ 55,000.00	\$ 55,000.00
619999A	MOBILIZATION (MILLING)	LS	1	\$ 1,250.00	\$ 1,250.00	\$ 27,500.00	\$ 27,500.00	\$ 2,750.00	\$ 2,750.00
608110A	ASPHALT DRIVEWAY (3" TYPE 'C' MIX)	SY	50	\$ 117.00	\$ 5,850.00	\$ 79.00	\$ 3,950.00	\$ 160.00	\$ 8,000.00

	Gershenson Construction Co., Inc.	Pace Construction Company, LLC	Pavement Solutions, LLC
<b>Total Bid:</b>	<b>\$ 714,087.50</b>	<b>\$ 724,700.00</b>	<b>\$ 761,582.00</b>

- Denotes discrepancy between price written in number and words. Price written in words governs.
- Denotes calculation error. Corrected value shown.



**Legend**

- Project Locations



# Proposed FY2027 Asphalt Resurfacing Project

# CITY OF CREVE COEUR



## MEMORANDUM

**Date:** June 16, 2026  
**To:** Kris Simpson, City Administrator  
**From:** Kevin Mulligan, Civil Engineer  
**CC:** Jay Lancaster, Director of Public Works  
Dione Garson, Assistant Director of Public Works  
**Subject:** Recommendation of Design Services Agreement  
Fernview Drive Sidewalk Project – Phase 2

---

### Staff Recommendation

City staff recommends entering into a contract with Thouvenot, Wade & Moerchen, Inc. (TWM), for the not-to-exceed amount of \$39,336.00, to review the feasibility of adding a sidewalk on Fernview Drive, from Gallagher Road to Mason Manor Road, and for the preparation of conceptual plans for the most feasible option.

### Project Funding

The proposed project will be funded through the Capital Fund and is identified in the Capital Improvement Program as part of the Fernview Sidewalk Phase 2 Project line item. \$60,000 is designated in the proposed FY2027 capital improvement budget in account 02-61-71-9510 for streets and sidewalks.

### Planning-level Basis for Project

The proposed project supports the following planning-level goals:

- The City’s Strategic Plan, Goal 2 – Invest in infrastructure and facilities to support the local economy and quality of life:
  - Strategy 2.2 – Enhance sidewalk and trail network
- The 2030 Comprehensive Plan, Strategy 1.2 – Improve Creve Coeur’s walkability and bikeability.

### Background

Fernview Drive is a minor collector roadway that extends south from Olive Boulevard near the western City limits. Fernview Drive eventually becomes Bellerive Estates Drive, and the route that is Fernview Drive, Bellerive Estates Drive, and Mason Manor Road serves as the principal route for much of the residential portion of Ward 4.

Many of the subdivisions to the east and west of Fernview Drive were constructed with sidewalks, but Fernview Drive/Bellerive Estates itself has no sidewalks along it. Fernview has shoulders north of Gallagher Road, but the shoulders do not exist from Gallagher to Mason Manor. Fernview acts as a north-south barrier for pedestrians. The attached map illustrates this gap in the sidewalk network that Fernview Drive creates.

In 2024, the City was awarded a federal Transportation Alternatives Program (TAP) grant for the construction of a new sidewalk on Fernview Drive and its side streets from Olive Boulevard to Gallagher Road. Construction on this phase of the Fernview Sidewalk Project is scheduled to begin in Spring of 2027.

## Concept Design Proposal

The City hired TWM to design the Fernview Drive Roadway Improvement Project and the Fernview Drive Sidewalk Project – Phase 1. TWM is in the best position to develop concept plans for the future phases of the Fernview Sidewalk Project. TWM has provided a proposal to complete the following:

- Use LiDAR terrain surface data in conjunction with aerial imagery, GIS parcel data and site visits/measurements to layout sidewalk on both sides of the street.
- Develop a preliminary model to evaluate impacts for designs on each side of the street.
- Draft a report summarizing all information gathered & evaluated and the recommended sidewalk alignment.
- Run preliminary cost estimates for the recommended option.
- Based on feedback from City staff and residents, update the report and produce a final scope and cost estimate for the selected alignment that can be used for future grant applications.

## Schedule/Timeline

Work on these concept plans would begin in July and finish around September 2027. City staff plans to apply for a Federal TAP grant in February of 2028.

## Staff Recommendation

TWM has provided reliable design services to the City in the past. The City hired TWM to design the Fernview Drive Roadway Improvement Project and the Fernview Drive Sidewalk Project – Phase 1. TWM is highly familiar with Fernview Drive and uniquely qualified to study the feasibility of future sidewalk phases. These proposed studies, design concepts, and public outreach will give the City the required information

Attachments: Exhibit A – Agreement between City and TWM for Professional Services  
Fernview Sidewalk Timeline and Project History  
Map of Fernview Drive Sidewalks

RESOLUTION NO. 1877

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CREVE COEUR, MISSOURI AUTHORIZING THE EXECUTION OF A CONTRACT WITH THOUVENOT, WADE & MOERCHEN, INC. FOR ENGINEERING SERVICES TO DEVELOP PHASE 2 OF THE FERNVIEW SIDEWALK CONCEPT PLAN FOR THE NOT-TO-EXCEED AMOUNT OF \$39,336.00.**

**WHEREAS**, the City of Creve Coeur strives to provide safe and connected pedestrian infrastructure for the use and enjoyment of the public;

**WHEREAS**, Fernview Drive serves as one of the City’s major roadways, but no sidewalks exist along it;

**WHEREAS**, the City has retained the engineering firm Thouvenot, Wade & Moerchen, Inc. to develop sidewalk plans for Phase 1 of the Fernview Drive Sidewalk Project, from Olive Boulevard to Gallagher Road;

**WHEREAS**, City staff recommends that the City enter into a separate contract with Thouvenot, Wade & Moerchen, Inc. to review the feasibility of a sidewalk along Fernview Drive from Gallagher Road to Mason Manor Road based upon their qualifications, their record of quality service to the City, and their current design work along Fernview Drive.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF CREVE COEUR, AS FOLLOWS:**

**Section 1.** The Contract between Thouvenot, Wade & Moerchen, Inc., and the City regarding Phase 2 of the Fernview Sidewalk Concept Plan, attached hereto as “Agreement Between Owner and Engineer for Professional Services” and referred to herein as “Exhibit A,” with a not-to-exceed sum of \$39,336.00, is hereby approved and the City Administrator is hereby authorized and directed to enter into and execute that Contract. The Contract as executed shall be in substantially the form of “Exhibit A,” with such changes therein as shall be approved by the officers of the City executing same, consistent with the provisions and intent of this Resolution. The City Administrator and his designated representatives are hereby authorized and directed to take any and all actions necessary, desirable, convenient, or proper in order to carry out the intent of this Resolution, the matters herein authorized, and the rights and duties of the City under the Contract.

ADOPTED THIS 22<sup>ND</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
DR. ROBERT HOFFMAN  
MAYOR

ATTEST:

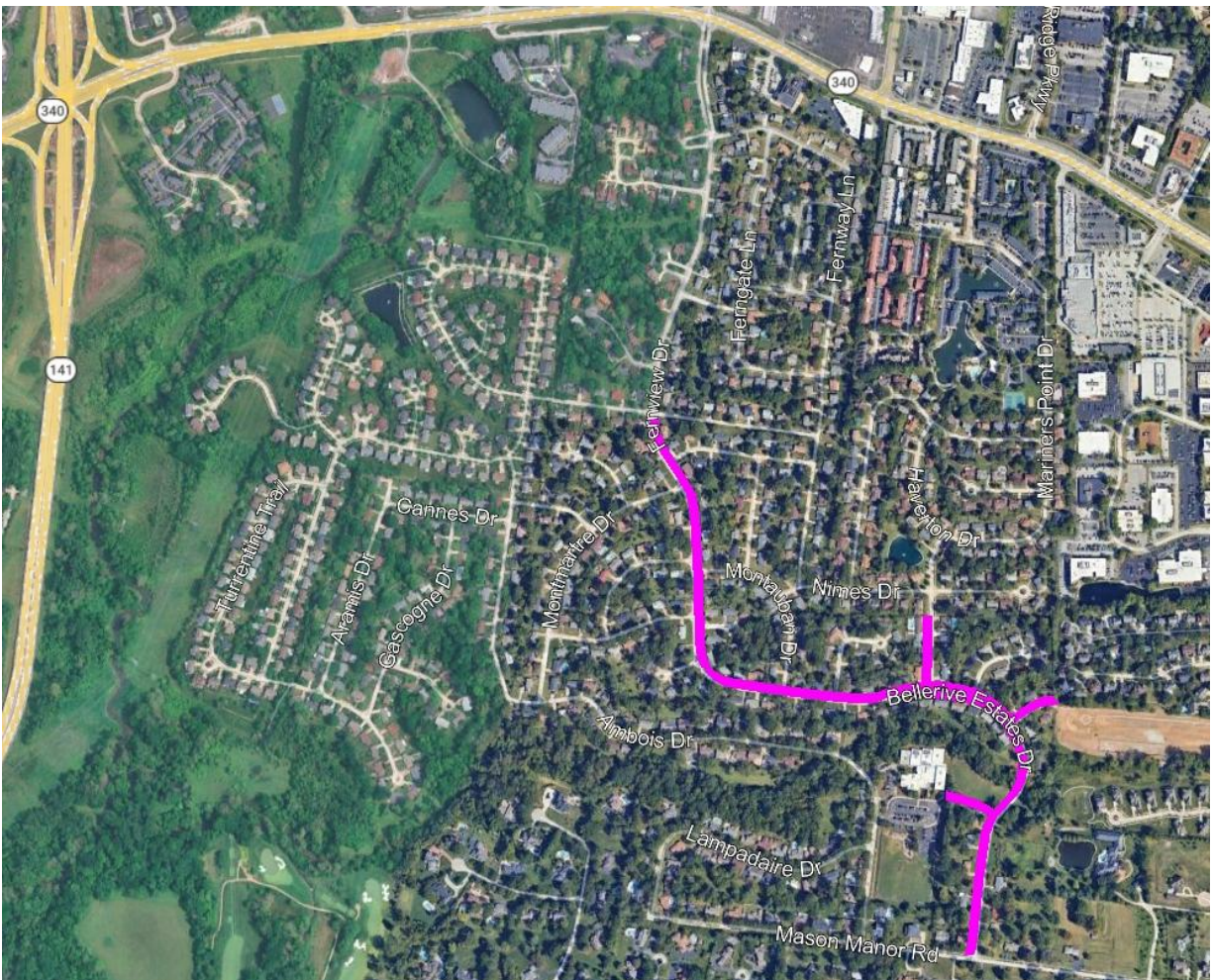
\_\_\_\_\_  
KELLIE HENKE, MRCC  
CITY CLERK

**SHORT FORM OF AGREEMENT  
BETWEEN OWNER AND ENGINEER  
FOR PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of \_\_\_\_\_ (“Effective Date”) between **City of Creve Coeur** (“Owner”) and **Thouvenot, Wade & Moerchen, Inc.** (“Engineer”).

Owner’s Project, of which Engineer’s services under this Agreement are a part, is generally identified as follows: **Fernview Drive Sidewalk – Phase 2 Feasibility Study** (“Project”).

Engineer’s services under this Agreement are generally identified as follows: **Feasibility Study for the construction of a sidewalk along Bellerive Estates Drive from Gallagher Rd. south to Mason Manor Rd.** For detailed Scope of Services see Appendix 2 (“Services”).



PROJECT LOCATION

---

Owner and Engineer further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Engineer shall provide or furnish the Services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above (“Additional Services”).
- B. Engineer shall complete its Services within the following specific time period: **September 1, 2026**
- C. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer’s Services is impaired, or Engineer’s Services are delayed or suspended, then the time for completion of Engineer’s Services, and the rates and amounts of Engineer’s compensation, shall be adjusted equitably.

2.01 *Payment Procedures*

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for Services, Additional Services, and expenses within 30 days after receipt of Engineer’s invoice, then (1) the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day, and (2) in addition Engineer may, after giving seven days written notice to Owner, suspend Services under this Agreement until Engineer has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension.
- B. *Payment:* As compensation for Engineer providing or furnishing Services and Additional Services, Owner shall pay Engineer as set forth in Paragraphs 2.01, 2.02 (Services), and 2.03 (Additional Services). If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

2.02 *Basis of Payment—Hourly Rates Plus Reimbursable Expenses*

- A. Owner shall pay Engineer for Services as follows:
  - 1. An amount equal to the cumulative hours charged to the Project by each class of Engineer’s employees times standard hourly rates for each applicable billing class, plus reimbursement of expenses incurred in connection with providing the Services and Engineer’s consultants’ charges, if any.
  - 2. Engineer’s Standard Hourly Rates are attached as **Appendix 1**.

3. The total estimated compensation for Services and reimbursable expenses is not to exceed **\$39,336**, broken down as follows:

Category of Labor	TWM	TWM	Sub-consultant or Reimbursable	Total Cost
	Hours	Labor		
+ 1 Survey	44	\$ 8,088.00	\$ 5,000.00	\$13,088.00
+ 2 Conceptual Design	158	\$23,784.00		\$23,784.00
+ 10 Project Management	16	\$ 2,464.00		\$ 2,464.00
<b>Grand Total</b>	<b>218</b>	<b>\$34,336.00</b>	<b>\$ 5,000.00</b>	<b>\$39,336.00</b>

2.03 *Additional Services:* For Additional Services, Owner shall pay Engineer an amount equal to the cumulative hours charged in providing the Additional Services by each class of Engineer’s employees, times standard hourly rates for each applicable billing class; plus reimbursement of expenses incurred in connection with providing the Additional Services and Engineer’s consultants’ charges, if any. Engineer’s standard hourly rates are attached as Appendix 1.

3.01 *Termination*

A. The obligation to continue performance under this Agreement may be terminated:

1. For cause,

- a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement’s terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
- b. By Engineer:
  - 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer’s responsibilities as a licensed professional; or
  - 2) upon seven days written notice if the Engineer’s Services are delayed for more than 90 days for reasons beyond Engineer’s control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 5.01.i.
- c. Engineer shall have no liability to Owner on account of a termination for cause by Engineer.
- d. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

- B. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services, and Engineer's consultants' charges, if any.

#### 4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

#### 5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.
- C. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Engineer's opinions (if any) of probable construction cost are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because

Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Engineer. If Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.

- E. Engineer shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Engineer or its consultants.
- F. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:
  - 1. Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer;
  - 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants;
  - 3. Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and
  - 4. such limited license to Owner shall not create any rights in third parties.
- G. Owner and Engineer may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- H. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer, whichever is greater.
- I. The parties acknowledge that Engineer's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Engineer may, at its option and without liability for

consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.

- J. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
- K. This Agreement is to be governed by the law of the state in which the Project is located.
- L. Engineer's Services and Additional Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements; or (4) providing legal advice or representation.

#### 6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

#### 7.01 *Definitions*

- A. *Constructor*—Any person or entity (not including the Engineer, its employees, agents, representatives, and consultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- B. *Constituent of Concern*—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5101 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

#### 8.01 *Attachments:*

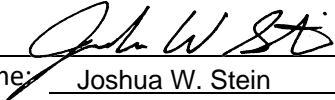
- Appendix 1 - Engineer's Standard Hourly Rates
- Appendix 2 – Detailed Scope of Services

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Owner: City of Creve Coeur

Engineer: Thouvenot, Wade & Moerchen, Inc.

By: \_\_\_\_\_  
Print name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

By:  \_\_\_\_\_  
Print name: Joshua W. Stein  
Title: Transportation Project Manager  
Date Signed: 03/24/2026

Address for Owner's receipt of notices:  
300 N. New Ballas Road  
Creve Coeur, MO 63141

Address for Engineer's receipt of notices:  
3701 S. Lindbergh Boulevard, Suite 100  
St. Louis, MO 63127



# APPENDIX 1

## THOUVENOT, WADE & MOERCHEN, INC. SCHEDULE OF FEES

Principal .....	\$246.00
Senior Engineer .....	\$207.00
Senior Project Manager .....	\$207.00
Project Engineer V .....	\$198.00
Project Engineer IV .....	\$195.00
Project Engineer III .....	\$172.00
Project Engineer II .....	\$166.00
Project Engineer I .....	\$161.00
Project Manager IV .....	\$193.00
Project Manager III .....	\$181.00
Project Manager II .....	\$165.00
Project Manager I .....	\$151.00
Senior Structural Engineer .....	\$212.00
Structural Engineer V .....	\$210.00
Structural Engineer IV .....	\$202.00
Structural Engineer III .....	\$192.00
Structural Engineer II .....	\$180.00
Structural Engineer I .....	\$169.00
Survey Crew (3 person crew) .....	\$324.00
Survey Crew (2 person crew) .....	\$244.00
Survey Crew (2 person crew w/Robotics or GPS) .....	\$254.00
Survey Crew (1 person w/Robotics or GPS) .....	\$164.00
Survey Crew (2 person w/3D Scanner) .....	\$290.00
Survey Crew (1 person w/3D Scanner) .....	\$225.00
Engineer III .....	\$140.00
Engineer II .....	\$136.00
Engineer I .....	\$128.00
Surveyor V .....	\$196.00
Surveyor IV .....	\$179.00
Surveyor III .....	\$162.00
Surveyor II .....	\$143.00
Surveyor I .....	\$125.00
3D Scanning Technician .....	\$179.00
Technician VI .....	\$124.00
Technician V .....	\$118.00
Technician IV .....	\$109.00
Technician III .....	\$103.00
Technician II .....	\$100.00
Technician I .....	\$92.00
Jr. Technician .....	\$66.00
IT Manager .....	\$158.00
Systems Administrator .....	\$139.00
Senior Cad Designer .....	\$143.00
Cad Manager .....	\$139.00
Cad Designer IV .....	\$134.00
Cad Designer III .....	\$130.00
Cad Designer II .....	\$122.00
Cad Designer I .....	\$102.00
Accountant III .....	\$145.00
Accountant II .....	\$123.00
Accountant I .....	\$107.00
Word Processing .....	\$95.00
Air & Vacuum Testing 2 Technicians w/ Equipment .....	\$242.00
Live Sewer Testing .....	\$311.00
Mandrel Testing 2 Technicians w/ Equipment .....	\$222.00
Live Sewer Testing .....	\$291.00
Video Testing 1 Technician w/ Equipment .....	\$259.00
2 Technicians w/Equipment .....	\$352.00
Outside Services (Consultants, Delivery Service, Express Mail, etc.)	At Cost plus 15%
Commercial Travel, Meals, Lodging & Other Expenses	At Cost
Travel (Non local) per Mile at current GSA rate.	



## Appendix 2

### Basic Scope of Services will include the following tasks:

- Data Collection
  - Aerial/Mobile LiDAR Data collection
  - Processing of LiDAR Data to create design-level terrain surface only - no linework to be processed at this time
    - Upon completion of feasibility study and a sidewalk alignment is selected, the linework can be processed and a topographic survey can be completed for detailed plans/design – not included in this scope of services
  - Collect available GIS data for use in the study including parcel lines and utility data
- Feasibility Evaluation
  - Use terrain surface in conjunction with aerial imagery, GIS parcel data and site visits/measurements to layout sidewalk on both sides of the respective roadway(s) within the study limits.
  - Develop a preliminary corridor model to evaluate impacts for designs on each side of the respective roadway(s)
  - Use preliminary corridor to identify any driveways where grades are of concern
  - Draft a report summarizing all information evaluated/gathers and the recommended sidewalk alignment
  - Run preliminary (high-level) cost estimates for recommended option
  - Based on feedback from City and other stakeholders, update the report and produce a final scope and cost estimate for the selected alignment that can be used for future grant/funding applications

### Items not included in Basic Scope:

- Topographic survey (beyond terrain model as outlined above)
- Boundary survey
- Detailed design
- Coordination with review agencies
- Contract Plans
- Environmental reviews/coordination
- Stakeholder coordination or meetings
- Land Acquisition Documents/Services (Exhibits, Plats, Legal Descriptions, Appraisals, Negotiations)
- Construction Phase Services (Layout, Observation, Shop Drawing Reviews, etc.)

# FERNVIEW DRIVE SIDEWALK TIMELINE AND HISTORY

## Summary

- The Fernview Drive sidewalk project benefits the public by connecting two existing sidewalk networks.
- Fernview Drive is a collector road.
- The Fernview Drive sidewalk project is designed to expand pedestrian access for 877 households.

## Timeline

### February 13, 2017 – **City Council Meeting**

- Resolution No. 1263 – authorizing the execution of necessary documents for submitting a project proposal application and later for executing an agreement for a grant-in-aid from the Federal Department of Transportation Improvement Program Grant Commission through the Surface Transportation Program (STP) for the Fernview Drive Road and Sidewalk Project.
- Approved: 7 ayes, 0 nays
- The first grant included both the roadway and sidewalk work.
- The City later reapplied for the Fernview Drive improvements through two separate grants, one for the roadway and the other for the sidewalk.

### November 26, 2018 – **City Council Meeting**

- Resolution No. 1398 – authorizing the execution of a contract for engineering design services for the Fernview Drive Improvement Project.
- Approved: 8 ayes, 0 nays

### April 2019

- FY2020-FY2024 Capital Improvement Program – Resident Requests
- A resident from Ferntrails Lane requested that the City investigate public interest in adding sidewalks.
- The Parks and Historic Preservation Committee suggested increasing the number of walking and biking trails.

### June 24, 2019 – **City Council Meeting**

- Resolution No. 1439 – authorizing the execution of a contract for engineering design services to develop the Fernview Sidewalk Concept Plan.
- Approved: 6 ayes, 0 nays

### November 20, 2019 – **Open House #1**

- Letters were sent to 188 homes.
- The public was able to comment on a concept plan for the sidewalks and roadway resurfacing.

April 2021

- FY2022-FY2026 Capital Improvement Program – Resident Requests
- Appendix C – Community Recommendations and Staff Responses
  - Ward 4 resident requested a Fernview sidewalk to make the neighborhoods safer and more inviting to younger families.

June 28, 2021 – **City Council Meeting**

- Resolution No. 1544 – authorizing the execution of a contract for engineering design services to expand the Fernview Sidewalk Concept Plan.
- Approved: 8 ayes, 0 nays

December 14 and 15, 2021 – **Open House #2**

- Letters were sent to 30 homes
- One date had an event during working hours, and the second event was in the evening.
- Reviewed concepts Phase 1 and 2 of the Fernview and Fernwood Sidewalks.
- After the event, the design consultant adjusted the plans to reflect residents’ comments including:
  - Residents requested that the sidewalk be on one side of the roadway, not both as initially planned.

April 11, 2022

- City Council approved the FY2023-FY2027 Capital Improvement Plan that included funding allocated for the Fernview sidewalk project.

FY2023-FY2027 – Fernview Sidewalk, Phase 1

<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>	<b>FY2027</b>
	\$185,000	\$160,000		

- Approved: 8 ayes, 0 nays

June 7, 2022 – **Open House #3**

- Fourteen residents attended the event.
- Public Comment Cards:
  - Five comment cards supporting sidewalks.
  - One comment card not in favor of the sidewalks.
- Emails:
  - Three supporting sidewalks.
  - One not in favor.
- Comments were given to the engineering design firm, and the comments informed design changes.
- The concept plan was posted on the City’s website and residents were invited to send in comments if they were unable to attend.
- Information about the event was included in the newsletter.
- After the event, the design consultant adjusted the plans to reflect residents’ comments, including reducing the project from sidewalk on both sides of the roadway to one side.

July 25, 2022 – **City Council Meeting**

- Resolution No. 1601 – authorizing the execution of necessary documents for submitting a project proposal application and later for executing an agreement for a grant-in-aid from the Federal Department of Transportation Improvement Program Grant Commission through the Transportations Alternative Program (TAP) for the Fernview Drive Sidewalks Project.
- Approved: 7 ayes, 0 nays

April 24, 2023

- City Council approved the FY2024-FY2028 Capital Improvement Plan that included funding allocated for the Fernview sidewalk project.

FY2024-FY2028 – Fernview Sidewalk, Phase 1

FY2024	FY2025	FY2026	FY2027	FY2028
\$50,000	\$60,000	\$160,000		

- Approved: 8 ayes, 0 nays

June 26, 2023 – **City Council Meeting**

- Resolution No. 1654 – authorizing the execution of necessary documents for submitting the project proposal application and later for executing an agreement for a grant-in-aid from the Federal Department of Transportation Improvement Program Grant Commission through the Transportations Alternative Program (TAP) for the Fernview Drive Sidewalks Project.
- Approved: 8 ayes, 0 nays

March 25, 2024 – **City Council Meeting**

- Resolution No. 1714 – authorizing the execution of a contract for engineering design services for Fernview Sidewalk Project, Phase I.
- Approved: 8 ayes, 0 nays

April 8, 2024 – **City Council Meeting**

- Ordinance No. 5889 (Bill No. 6116) – authorizing the execution of a Transportations Alternative Program (TAP) Program Agreement with the Missouri Highways and Transportation Commission for the Fernview Sidewalk Project, Phase 1.
- Approved: 7 ayes, 0 nays

April 8, 2024

- City Council approved the FY2025-FY2029 Capital Improvement Plan that included funding allocated for the Fernview sidewalk project.

FY2025-FY2029 – Fernview Sidewalk, Phase 1

FY2025	FY2026	FY2027	FY2028	FY2029
\$230,000	\$645,000			

- Approved: 7 ayes, 0 nays

November 8, 2024

- Thouvenot, Wade & Moerchen, Inc (TWM), engineering design consultant, prepared a memo reviewing residents’ concerns about the sidewalk project increasing stormwater runoff and increase flooding risks. TWM’s responses indicate that:
  - The proposed sidewalk runoff will direct flows to the roadway.
  - The capacity of the existing MSD stormwater system is analyzed during engineering design.
  - MSD reviewed the capacity of the existing stormwater conveyance system to confirm that additional flows can be accommodated.
  - Homes along Fernview Drive are at a higher elevation than the proposed sidewalk indicating they will not be impacted.

December 4, 2024 – **Onsite Meeting with Residents**

- The Mayor, City Administrator, and City staff walked the project area with residents and talked about their concerns.

December 9, 2024 – **City Council Meeting**

- Resolution No. 1764 – authorizing additional engineering design services for the Fernview Drive Sidewalk Project, Phase 1.
- Approved: 8 ayes, 0 nays

April 14, 2025

- City Council approved the FY2025-FY2029 Capital Improvement Plan that included funding allocated for the Fernview sidewalk project.

FY2026-FY2030 – Fernview Sidewalk, Phase 1

<b>FY2026</b>	<b>FY2027</b>	<b>FY2028</b>	<b>FY2029</b>	<b>FY2030</b>
\$230,000	\$645,000			

- Approved: 7 ayes, 0 nays
- FY2025-FY2029 Capital Improvement Program – Resident Requests
- Appendix C – Community Recommendations and Staff Responses
  - Resident request for sidewalks along Fernview Drive and other City roadways.

June 9, 2025

- The Missouri Department of Transportation issued a Notice to Proceed with Right of Way Acquisition, and the City follows the Missouri Department of Transportation Local Public Agency Land Acquisition Engineering Policy Guide.

August 11, 2025 – **City Council Meeting**

- Resolution No. 1822 – authorizing a contract with Bill Hampton Enterprises, LLC for assistance with acquisition of easements for the Fernview Drive Sidewalk Project, Phase I.
- Approved: 7 ayes, 0 nays

August 25, 2025 – **City Council Meeting (Public Hearing)**

- Public Hearing about the proposed ordinance to authorize the use of eminent domain.
- Letters were sent to the 31 homes that require a TCE.
- Before the meeting, the City received 3 emails opposed to the sidewalk and a signed petition with 8 addresses opposing the sidewalks.
- Four residents spoke in opposition to the project.
- Vote: 3 ayes, 4 nays

October 13, 2025 – **City Council Work Session**

- Work session to discuss conflicting City Council actions:
  - April 8, 2024 – Ordinance #5889 agreed to the grant terms which includes the possible use of eminent domain as a last resort.
  - September 24, 2025 – Eminent domain ordinance failed with 3 ayes, 4 nays.
- To resolve the conflict, City Council will need to either repeal Ordinance #5889 or reconsider the use of eminent domain.
- City Council consensus was to have staff reintroduce the eminent domain ordinance for reconsideration at a future meeting.

#### October 2025 – Outreach and Public Comments

- The City sent 857 letters to residents who may benefit from connecting existing sidewalk systems with a Fernview Drive sidewalk.
  - The letter informed residents about a second public hearing about an ordinance to authorize the use of eminent domain.
  - 31 letters sent to addresses that require a temporary construction easement.
  - 10 letters sent to addresses within the project limits for which a temporary construction is not required.
  - 816 letters sent to residents in the northwest section of the City that will benefit from the proposed sidewalk connecting existing sidewalk systems.
- Residents provided public comments with emails, voicemails, and a signed petition.
- In response to the mailing:
  - 39 residents support the sidewalk project.
  - 2 oppose the sidewalk project.

#### November 10, 2025 – **City Council Public Hearing**

- Public Hearing about the proposed ordinance to authorize the use of eminent domain.
- 14 residents spoke in support of the sidewalk project.
- 7 residents spoke in opposition to the sidewalk project.

#### November 24, 2025 – **City Council Meeting**

- Second reading of the proposed ordinance to authorize the use of eminent domain.
- 6 residents spoke in support of the sidewalk project.
- 6 residents spoke in opposition to the sidewalk project.
- Vote: 8 ayes

#### February 23, 2026 – **City Council Meeting**

- Requesting approval for \$5,000 for documentation required for recording temporary construction easements

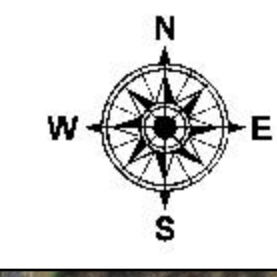
Throughout the project, City staff members have received and responded to many emails, calls, and questions from residents.

## **Planning-level Basis for the Project**

The City has a number of planning documents that guide project planning and community development decisions. Planning documents have a public review and comment period and are adopted by the City Council. The Triennial Survey lists residents' recommendations.

The following plans include recommendations for expanding the City's sidewalk network:


- *Creve Coeur 2030 Comprehensive Plan* (updated 2017)
  - Fernview is classified as being a Suburban Neighborhood 2 (SR-2)
  - For SR-2 neighborhoods "Streets should be gridded, with multiple intersections and sidewalks and street trees should be provided on both sides of the street."
  - The plan's "Bicycle and Pedestrian Connectivity Recommendations Map" (4.11) shows Fernview as being part of a recommended greenway system.
- *Creve Coeur Pedestrian Plan* (April 2002)
  - Fernview is listed in Table 1, "Creve Coeur Streets and the Recommended Short-and Long-Term Sidewalk Locations Listed in Order of Priority Group."
  - The plan's ideal recommendation for Fernview is for sidewalks to be 5-foot wide and on both side of the roadway.
- *FY2026-FY2028 Creve Coeur Strategic Plan* (Resolution No. 1796, May 12, 2025)
  - Strategy 2.2 – Enhance sidewalk and trail network
- *Creve Coeur Triennial Surveys* (2005, 2008, 2011, 2014, 2018, 2021, 2024)
  - Each of the surveys shows that residents would like the City to prioritize adding more walking paths, jogging trails, and bike trails.
- *City of Creve Coeur Climate Action Plan Phase III: 2025-2050*
  - One of the performance indicators listed in the *City of Creve Coeur Climate Action Plan Phase III: 2025-2050* is Alternative Transportation.
  - One goal of Alternative Transportation is to increase the use of alternative transportation in the community as a whole.
  - Listed strategies include improving pedestrian connectivity. This information can be found on page 9 of the plan.

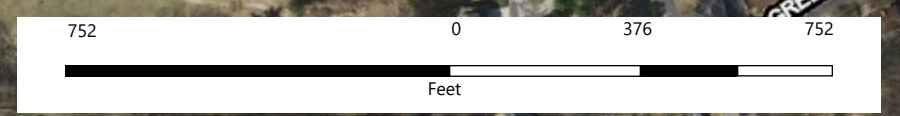


# FERNVIEW SIDEWALK PROJECT

## EXISTING SIDEWALKS

### LEGEND

-  City Limits
-  Phase 1 Project Limits
-  Future Phase 2
-  Future Phase 3
-  Existing Sidewalks





# MEMORANDUM

**DATE:** June 17, 2026  
**TO:** Kris Simpson, City Administrator  
**FROM:** Jim Heines, Interim Director of Public Works  
**CC:**  
**SUBJECT:** Contract Approval to Provide an ALTA Survey for the New Government Center Project Development

---

## Recommendation

Staff recommends approval of the proposal from Archimages architectural firm to perform an ALTA Survey which is required to collect and document site conditions and locate public and private utilities. The contract amount for his portion of the proposal is \$32,000.00.

Information collected while performing the ALTA survey is critical to the site design and will be used to draft the current site conditions and design the future site development. If approved, it will allow Archimages to continue to work as the Owner's Architect, collaborating with the city's project management team, Navigate Building solutions, to complete the ALTA Survey, utility locates, and title work. By completing the task now it will assist to keep the project on track to meet the project schedule.

## Background Information

Pursuant to the discussions at the Council Work Session on April 13, 2026 regarding the future of the Government Center Building, staff had met with representatives from NAVIGATE Building Solutions, LLC and Archimages on April 2, 2026 to define the next steps in the process towards a new Government Center.

Regarding the site survey, an ALTA Survey was performed in 2016 for the new Police Building; however, because the Government Center and Police Building campus were separate properties at that time, the survey only covered the Police Building parcel. Since then, a boundary adjustment has consolidated the site into a single parcel. The proposed ALTA Survey will capture updated information for the entire Government Center property."

Over the past 2 months city staff has been working with Archimages and Navigate Building Solutions updating the Space Programming spreadsheet and we are now developing bubble diagrams to layout department locations and necessary adjacencies to other departments.

## Funding

Funding (\$600,000.00) for this project is available in the FY 2027 Capital Improvement Program. However, due to the aggressive schedule to make it to the November election we will start this work in FY2026 which could require a budget adjustment before the end of the fiscal year. Below is a table identifying the costs the city has committed too and the remaining balance in the account.

<u>Item</u>	<u>Cost</u>
Initial account balance	\$600,000
Design Contract (Archimages, Phase 1 & 2)	(\$ 59,500)
Project Development (Navigate Building Solutions)	(\$ 30,846)
<u>ALTA Survey ( Archimages, If approved)</u>	<u>(\$ 32,000)</u>
Account Balance	\$477,654

If the referendum passes in November 2026, the costs identified above will be eligible for reimbursement through the extension of the current bond for the Police building to fund the new Government Center.

**RESOLUTION NO. 1878**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CREVE COEUR, MISSOURI, AUTHORIZING THE EXECUTION OF A CONTRACT WITH ARCHIMAGES FOR ALTA SURVEY SERVICES RELATED TO DESIGN AND DEVELOPMENT OF A NEW GOVERNMENT CENTER FOR THE LUMP SUM AMOUNT OF \$ \$32,000.00**

**WHEREAS**, the City of Creve Coeur strives to operate within safe, efficient and comfortable facilities for the benefit of the public and employees, and

**WHEREAS**, the City Council of the City of Creve Coeur is evaluating the need and design for and cost of a new Government Center; and

**WHEREAS**, survey services are required to pursue such evaluation;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CREVE COEUR, AS FOLLOWS:**

**Section 1.** The Contract between Archimages and the City, attached hereto as "Exhibit A," with a lump sum contract amount of \$32,000.00, is hereby approved and the City Administrator is hereby authorized and directed to enter into and execute that Contract. The Contract as executed shall be substantially in the form of "Exhibit A," with such changes therein as shall be approved by the officers of the City executing same, consistent with the provisions and intent of this Resolution. The City Administrator and his designated representatives are hereby authorized and directed to take any and all actions necessary, desirable, convenient, or proper in order to carry out the intent of this Resolution, the matters herein authorized, and the rights and duties of the City under the Contract.

ADOPTED THIS 22<sup>ND</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
DR. ROBERT HOFFMAN  
MAYOR

ATTEST:

\_\_\_\_\_  
KELLIE HENKE, MRCC  
CITY CLERK



June 5, 2026

City of Creve Coeur  
300 N. New Ballas Road  
Creve Coeur, MO 63141  
**Mr. Kris Simpson**

**RE: Professional Services Proposal  
Creve Coeur Government Center  
Project # 26041**

**Archimages** is pleased to submit this proposal for professional surveying services for the Creve Coeur Government Center located at 300 N. Ballas Road in Creve Coeur, Missouri 63141. This survey work is related to the new government center and includes the full campus (city hall and police station) site. The following outlines our approach.

**Services Include:**

1. Provide the necessary office and field work to prepare an ALTA Survey with contours of the subject parcel.
2. Topographic limits will extend as shown on the Survey Exhibit included with this Proposal
3. Utilities will be shown as marked by Mo-One Call.
4. The survey will reflect items identified in a current title commitment. Current title work to be provided by Client or Owner.
5. Engineer can obtain Informational Title Commitments in order to complete survey documents if owner does not have current title. This will be considered a reimbursable cost to the project.

**Fee Structure:**

Archimages will perform the services outlined in this proposal under a **lump sum fee (LS)** fee format.

ALTA Survey with Contours	\$ 25,000.00
Private Utility Locates	\$ 7,000.00

General Conditions for Services provided by Survey Consultant. *(Civil Engineering Design Consultants, Inc.)*

1. Reimbursable expenses are sometimes initially paid for by our consultant in order to expedite the project. These expenses include, but are not limited to recording costs, title commitments, mileage, travel expenses, postage, reproduction costs, computer plots, review fees, etc. and will be invoiced to the Client without a mark-up. Costs are shown on the expense table below.
2. These services shall be invoiced monthly based on hours worked billed toward the total fee. In the event that payment is not made when due, Client agrees to pay one and one-half percent of the unpaid balance per month as late charges, as well as all costs of collection, including, but not limited to, any legal fees or expenses arising from Client's failure to make timely payments under this contract.

3. Should the Client request additional services beyond the scope of this proposal, our design team will bill on a time and expense basis with fees shown below.
4. Should the scope of services not be completed within one year of the submitted proposal, the fees for the remaining work shall be increased by five percent.
5. This fee proposal does not include any of the fees required by governing agencies for permitting, plan review, recording of documents or connection fees necessary for utility installations or any other fees not mentioned above.
6. This proposal shall not be assigned or transferred to any other party without the written approval from Archimages, Inc.
7. Our design team sub-contracts survey work to Marler Surveying.
8. Client agrees to allocate certain of the risks so that, to the fullest extent permitted by law, Archimages, Inc. and Civil Engineering Design Consultants, Inc.'s total aggregate liability to Client and all third-parties is limited to two million dollars for any and all injuries, damages, claims, losses, expenses, or claim expenses (including all attorneys' fees and expenses) arising out of this agreement from any cause or causes, including, but not limited to, Archimages Inc and Civil Engineering Design Consultants, Inc. negligence, errors, omissions, strict liability, breach of contract, or breach of warranty. In no event shall Archimages, Inc. and Civil Engineering Design Consultants, Inc. be responsible for consequential damages, including, but not limited to, commercial loss of any kind which includes loss of business, profits, revenue or savings, and loss of data or messages.
9. Any disputes arising under this agreement shall be governed by Missouri law, and jurisdiction for any lawsuit brought by either party hereunder shall lie exclusively with the Circuit Court of St. Louis County, Missouri.
10. This proposal does not include the following:
  - a. Geotechnical/Environmental engineering
  - b. Structural design of pavement thickness/types, CEDC recommends a geotechnical engineer design the required pavement thickness/types
  - c. Traffic signal relocation or signalization/interconnect design
  - d. Right-of-way acquisition
  - e. Off-site improvements
  - f. Sight distance studies
  - g. Phase 1 or Phase 2 environmental assessments
  - h. Off-site sewer extensions or offsite sewer improvements
  - i. Off-site easement acquisitions
  - j. Off site utility design
  - k. Construction staking
  - l. Storm and sanitary sewer pump stations/force mains
  - m. Variance requests
  - n. Landscape Design
  - o. Flood plain studies
  - p. Surveyed As-built Drawings
  - q. Fire main sizing or hydraulic analysis of fire lines or hydrant.

While the fee may be incorporated into a future contract, should the project not proceed or should a more comprehensive contract not be achieved, this agreement will be valid for work performed until the delivery of written notice of termination by either party.

Charges will be due within thirty (30) days of the invoice date. Interest will be charged on unpaid balances at the rate of one and one-half percent (1-1/2%) per month compounded monthly.

It is anticipated that this document will be considered "Exhibit A" to the AIA Document B101-2017, Standard Form of Agreement Between Owner and Architect. Contract Terms and Conditions outlined in the AIA B101-2017 shall supersede any or all terms and conditions referenced in proposal.

Thank you for allowing us the opportunity to submit this proposal. Please do not hesitate to call with any questions.

**OWNER:**

**City of Creve Coeur**  
300 N. New Ballas Road  
Creve Coeur, MO 63141

**ARCHITECT:**

**Archimages, Inc.**  
143 W. Clinton Place  
St. Louis, MO 63122

---

**By: Mr. Kris Simpson – City Manager**



---

**By: Roy A. Mangan, RA**  
**Principal**

---

Date:

---

Date: June 5, 2026

**NOTICE TO OWNER:**

**FAILURE OF THIS CONTRACTOR TO PAY THOSE PERSONS SUPPLYING MATERIAL OR SERVICES TO COMPLETE THIS CONTRACT CAN RESULT IN THE FILING OF A MECHANIC'S LIEN ON THE PROPERTY WHICH IS THE SUBJECT OF THIS CONTRACT PURSUANT TO CHAPTER 429, RSMo. TO AVOID THIS RESULT YOU MAY ASK THIS CONTRACTOR FOR "LIEN WAIVERS" FROM ALL PERSONS SUPPLYING MATERIAL OR SERVICES FOR THE WORK DESCRIBED IN THIS CONTRACT. FAILURE TO SECURE LIEN WAIVERS MAY RESULT IN YOUR PAYING FOR LABOR AND MATERIALS TWICE.**

Professional Service Fees:

Principal:	\$200.00/hr.
Project Manager:	\$175.00/hr.
Project Engineer:	\$150.00/hr.
CAD Designer	\$125.00/hr.
Project/Office Admin:	\$ 75.00/hr.

Expenses/Fees:

Bond Plots	\$1.00/s.f.
Mylar Plots	\$2.00/s.f.
Mileage	\$0.73/mile
Subcontractor	Fee + 10%
Postage	Cost + 10%

Surveying Hourly Rates

Principal R.L.S.	\$175.00	2 Man with Robotic	\$195.00
Project R.L.S.	\$150.00	2 Man w/GPS Rover	\$175.00
Survey Tech R.L.S.	\$ 95.00	2 Man w/GPS Rover	\$210.00
Sr. Survey Tech	\$ 90.00	1 Man Survey Crew	\$165.00
Jr. Survey Tech	\$ 70.00	2 Man Survey Crew	\$215.00
CAD Drafter	\$ 70.00	3 Man Survey Crews	\$300.00
Sr. CAD Drafter	\$ 80.00	Administrative	\$ 65.00
1 Man w/Robotic	\$160.00	Research	\$ 65.00



# MEMORANDUM

**DATE:** 6/11/2026  
**TO:** City Council  
**FROM:** Mayor Hoffman, Nominating Committee Chair  
**CC:**  
**SUBJECT:** Recommendations for Annual Appointments and Reappointments to Boards, Commissions, and Committees

---

## RECOMMENDATION

The Nominating Committee met on June 10, 2026, and recommends the following appointments and reappointments:

### Arts Commission

- Linda Kusmar – Reappointment to a three-year term expiring June 30, 2029.

### Building Code Board of Appeals

- John Hixson – Appointment to a three-year term expiring June 30, 2029.
- Farhad Jadali – Reappointment to a three-year term expiring June 30, 2029.

### Economic Development Commission

- Robert Huekler – Reappointment to a three-year term expiring June 30, 2029.
- Warren Davis – Reappointment to a three-year term expiring June 30, 2029.
- Davis Morris – Reappointment to a three-year term expiring June 30, 2029.
- Ramma Vissa – Reappointment to a three-year term expiring June 30, 2029.
- David Moller – Appointment to fill an unexpired term through June 30, 2027 expiring June 30, 2030.

### Finance Commission

- David Sentnor – Reappointment to a three-year term expiring June 30, 2029.
- Stephen Keyser – Reappointment to a three-year term expiring June 30, 2029.

- Betty Kagan – Reappointment to a three-year term expiring June 30, 2029.

#### **Horticulture, Ecology, and Beautification Commission**

- Linda Munsell – Appointment to a three-year term expiring June 30, 2029.

#### **Parks and Historic Preservation Commission**

- Nanci Allen – Reappointment to a three-year term expiring June 30, 2029.

#### **Personnel Appeals Board**

- Kirk Williams – Reappointment to a three-year term expiring June 30, 2029.

#### **Planning and Zoning Commission**

- Christopher Clark – Appointment to a three-year term expiring June 30, 2029.
- AJ Wang – Correction of a clerical error made in 2023; the expiration date of the second term should be revised to June 30, 2027.

#### **Police and Safety Commission**

- William Spieler – Reappointment to a three-year term expiring June 30, 2029.
- Alice Benner – Appointment to a three-year term expiring June 30, 2029.

#### **ATTACHMENT**

Draft Minutes of the June 10, 2026, Nominating Committee Meeting



**NOMINATING COMMITTEE MEETING  
MINUTES  
CITY OF CREVE COEUR**

**300 NORTH NEW BALLAS RD  
JUNE 10, 2026  
9:30 AM**

**CALL TO ORDER**

A nominating committee meeting of the City Council of the City of Creve Coeur was called to order by Mayor Robert Hoffman at the City Council Chamber, 300 North New Ballas Rd, City of Creve Coeur Government Center, Creve Coeur, MO 63141 on Wednesday, June 10, 2026, at 10:00 a.m.

Mayor Hoffman stated that the meeting agenda would include interviews for appointment to the Building Code Board of Appeals, as well as consideration of appointments and reappointments to City boards, committees, and commissions in accordance with Section 4.4(i) of the Creve Coeur City Charter.

**ROLL CALL**

Also present: Chair of the Planning and Zoning Commission Julie LaBonte (via Zoom), Chair of the Building Code Board of Appeals Farhad Jadali, Director of Community Development Jason Jaggi, Chief Building Official Gregory Tate, and City Clerk Kellie Henke.

**DISCUSSION ITEMS**

**ARTS COMMITTEE**

The Nominating Committee consisted of:  
Mayor Hoffman  
Council President Saunders

Mayor Hoffman stated that current member Lisa Kusmer is eligible for reappointment.

Council President Saunders, seconded by Mayor Hoffman, moved to reappoint Linda Kusmer to a three-year term on the Arts Committee, with the term expiring June 30, 2029.

Mayor Hoffman - Aye  
Council President Saunders Aye



**NOMINATING COMMITTEE MEETING  
MINUTES  
CITY OF CREVE COEUR**

**300 NORTH NEW BALLAS RD  
JUNE 10, 2026  
9:30 AM**

**RESULT: APPROVED (UNANIMOUS)**

**MOVER:** Saunders

**SECONDER:** Hoffman

**AYES:** Saunders, Hoffman

With the vote on the motion being 2 ayes and 0 nays, motion carried.

**BUILDING CODE BOARD OF APPEALS**

The Nominating Committee consisted of:

Mayor Hoffman

Council President Saunders

Chair Farhad Jadali

Mayor Hoffman stated that an interview with John Hixson was conducted on June 10, 2026, at 10:21 a.m. He further noted that current member Farhad Jadali is eligible for reappointment.

The Nominating Committee reviewed and deliberated on the candidate's qualifications.

Council President Saunders, seconded by Mayor Hoffman, moved to appoint John Hixson to a three-year term on the Building Code Board of Appeals, with the term expiring June 30, 2029.

Mayor Hoffman - Aye

Council President Saunders - Aye

Chair Jadali -Aye

**RESULT: APPROVED (UNANIMOUS)**

**MOVER:** Saunders

**SECONDER:** Hoffman

**AYES:** Saunders, Hoffman, Jadali

With the vote on the motion being 3 ayes and 0 nays, motion carried.

Council President Saunders, seconded by Mayor Hoffman, moved to reappoint Farhad Jadali to a three-year term on the Building Code Board of Appeals, with the term expiring June 30, 2029.



**NOMINATING COMMITTEE MEETING  
MINUTES  
CITY OF CREVE COEUR**

**300 NORTH NEW BALLAS RD  
JUNE 10, 2026  
9:30 AM**

Mayor Hoffman - Aye  
Council President Saunders - Aye

**RESULT: APPROVED (UNANIMOUS)**  
**MOVER: Saunders**  
**SECONDER: Hoffman**  
**AYES: Saunders, Hoffman**

With the vote on the motion being 2 ayes and 0 nays, motion carried.

**ECONOMIC DEVELOPMENT COMMITTEE**

The Nominating Committee consisted of:  
Mayor Hoffman  
Council President Saunders

Mayor Hoffman stated that one application has been received by Dave Moller and current members Robert Huekler, David Morris, Ramaa Vissa, and Warren Davis (Creve Coeur Olivette Chamber Representative) are eligible for reappointment. On June 4, 2026, Chair Ramaa Vissa emailed the City Clerk endorsing the appointment of Dave Moller to the committee.

Council President Saunders, seconded by Mayor Hoffman, moved to appoint Dave Moeller to fill an unexpired term on the Economic Development Committee, with the term expiring June 30, 2027, and to reappoint Robert Huekler, David Morris, Ramaa Vissa, and Warren Davis to three-year terms on the Economic Development Committee, with terms expiring June 30, 2029.

Mayor Hoffman - Aye  
Council President Saunders - Aye

**RESULT: APPROVED (UNANIMOUS)**  
**MOVER: Saunders**  
**SECONDER: Hoffman**  
**AYES: Saunders, Hoffman**

With the vote on the motion being 2 ayes and 0 nays, motion carried.

**ENERGY AND ENVIRONMENT COMMITTEE**



**NOMINATING COMMITTEE MEETING  
MINUTES  
CITY OF CREVE COEUR**

**300 NORTH NEW BALLAS RD  
JUNE 10, 2026  
9:30 AM**

The Nominating Committee consisted of:  
Mayor Hoffman  
Council President Saunders

Mayor Hoffman stated that current member Saranya Konala is eligible for reappointment.

Council President Saunders, seconded by Mayor Hoffman, moved to reappoint Saranya Konala to a three-year on the Energy and Environment Committee, with the term expiring June 30, 2029.

Mayor Hoffman - Aye  
Council President Saunders - Aye

<p><b>RESULT: APPROVED (UNANIMOUS)</b> <b>MOVER:</b> Saunders <b>SECONDER:</b> Hoffman <b>AYES:</b> Saunders, Hoffman</p>
---

With the vote on the motion being 2 ayes and 0 nays, motion carried.

**FINANCE COMMITTEE**

The Nominating Committee consisted of:  
Mayor Hoffman  
Council President Saunders

Mayor Hoffman stated that one application was received from Cynthia Jordan and that current members David Sentnor, Stephen Keyser, and Betty Kagan are eligible for reappointment. On June 7, 2026, Chair Stephen Keyser emailed the City Clerk endorsing the reappointments of David Sentnor, Stephen Keyser, and Betty Kagan.

Council President Saunders, seconded by Mayor Hoffman, moved to reappoint David Sentnor, Stephen Keyser, and Betty Kagan to a three-year term on the Finance Committee, with the term expiring June 30, 2029.

Mayor Hoffman - Aye  
Council President Saunders - Aye



**NOMINATING COMMITTEE MEETING  
MINUTES  
CITY OF CREVE COEUR**

**300 NORTH NEW BALLAS RD  
JUNE 10, 2026  
9:30 AM**

**RESULT: APPROVED (UNANIMOUS)**

**MOVER:** Saunders

**SECONDER:** Hoffman

**AYES:** Saunders, Hoffman

With the vote on the motion being 2 ayes and 0 nays, motion carried.

**HORTICULTURE, ECOLOGY, AND BEAUTIFICATION COMMITTEE**

The Nominating Committee consisted of:

Mayor Hoffman

Council President Saunders

Mayor Hoffman stated that one application was received from Linda Munsell. On May 28, 2026, Chair Paulette Pierson emailed the City Clerk endorsing Ms. Munsell's appointment to the committee. Council President Saunders, seconded by Mayor Hoffman, moved to appoint Linda Munsell to a three-year term on the Horticulture, Ecology, and Beautification Committee, with the term expiring June 30, 2029.

Mayor Hoffman - Aye

Council President Saunders – Aye

**RESULT: APPROVED (UNANIMOUS)**

**MOVER:** Saunders

**SECONDER:** Hoffman

**AYES:** Saunders, Hoffman

With the vote on the motion being 2 ayes and 0 nays, motion carried.

**PARKS AND HISTORIC PRESERVATION COMMITTEE**

The Nominating Committee consisted of:

Mayor Hoffman

Council President Saunders

Mayor Hoffman stated that current member Nanci Allen is eligible for reappointment.

Council President Saunders, seconded by Mayor Hoffman, moved to reappoint Nanci Allen to a three-year term on the Parks and Historic Preservation Committee, with the



**NOMINATING COMMITTEE MEETING  
MINUTES  
CITY OF CREVE COEUR**

**300 NORTH NEW BALLAS RD  
JUNE 10, 2026  
9:30 AM**

expiring June 30, 2029.

Mayor Hoffman - Aye  
Council President Saunders – Aye

**RESULT: APPROVED (UNANIMOUS)**  
**MOVER:** Saunders  
**SECONDER:** Hoffman  
**AYES:** Saunders, Hoffman

With the vote on the motion being 2 ayes and 0 nays, motion carried.

**PERSONNEL APPEALS BOARD**

The Nominating Committee consisted of:  
Mayor Hoffman  
Council President Saunders

Mayor Hoffman stated that current member Kirk Williams is eligible for reappointment.

Council President Saunders, seconded by Mayor Hoffman, moved to reappoint Kirk Williams to a three-year term on the Personnel Appeals Board, with the term expiring June 30, 2029.

Mayor Hoffman – Aye  
Council President Saunders - Aye

**RESULT: APPROVED (UNANIMOUS)**  
**MOVER:** Saunders  
**SECONDER:** Hoffman  
**AYES:** Saunders, Hoffman

With the vote on the motion being 2 ayes and 0 nays, motion carried.

**PLANNING AND ZONING COMMISSION**

The Nominating Committee consisted of:  
Mayor Hoffman  
Council President Saunders  
Chair Julie LaBonte



**NOMINATING COMMITTEE MEETING  
MINUTES  
CITY OF CREVE COEUR**

**300 NORTH NEW BALLAS RD**

**JUNE 10, 2026**

**9:30 AM**

Mayor Hoffman reported that an interview with Chris Clark was conducted on June 10, 2026, at 9:30 a.m. He further noted that one application was received from Judy Pass.

Mayor Hoffman also stated that, to correct a clerical error made in 2023, AJ Wang's second term should be revised to end on June 30, 2027.

The Nominating Committee reviewed and deliberated on the candidate's qualifications.

Council President Saunders, seconded by Chair LaBonte, moved to appoint Chris Clark to a three-year term on the Planning and Zoning Commission, with the term expiring June 30, 2029, and to extend AJ Wang's second term on the Planning and Zoning Commission to expire on June 30, 2027.

Mayor Hoffman - Aye  
Council President Saunders - Aye  
Chair LaBonte - Aye

<p><b>RESULT: APPROVED (UNANIMOUS)</b> <b>MOVER:</b> Saunders <b>SECONDER:</b> LaBonte <b>AYES:</b> Saunders, LaBonte, Hoffman</p>
--

With the vote on the motion being 3 ayes and 0 nays, motion carried.

**POLICE AND SAFETY COMMITTEE**

The Nominating Committee consisted of:

Mayor Hoffman

Council President Saunders

Mayor Hoffman stated that one application was received from Alice Benner and current member Bill Spieler is eligible for reappointment. On March 30, 2026, Chair Bill Spieler emailed the City Clerk endorsing the appointment of Alice Benner to the committee.

Council President Saunders, seconded by Mayor Hoffman, moved to appoint Alice Benner to a three-year term on the Police and Safety Committee, with the term expiring June 30, 2029, and to reappoint Bill Spieler to a three-year term on the Police and Safety Committee, with the term expiring June 30, 2029.

Mayor Hoffman - Aye  
Council President Saunders – Aye



**NOMINATING COMMITTEE MEETING  
MINUTES  
CITY OF CREVE COEUR**

**300 NORTH NEW BALLAS RD  
JUNE 10, 2026  
9:30 AM**

**RESULT: APPROVED (UNANIMOUS)**

**MOVER:** Saunders

**SECONDER:** Hoffman

**AYES:** Saunders, Hoffman

With the vote on the motion being 2 ayes and 0 nays, motion carried.

**ADJOURNMENT**

The meeting adjourned at 10:35 a.m.

Submitted by:

\_\_\_\_\_  
Dr. Scott Saunders  
City Council President

\_\_\_\_\_  
Kellie Henke  
City Clerk

\_\_\_\_\_  
Dr. Robert Hoffman  
Mayor



**NOMINATING COMMITTEE MEETING  
MINUTES  
CITY OF CREVE COEUR**

**300 NORTH NEW BALLAS RD  
JUNE 10, 2026  
9:30 AM**



April 7, 2026

**VIA EMAIL**

Kellie Henke, City Clerk  
City of Creve Coeur, Missouri  
300 N. New Ballas Road  
Creve Coeur, MO 63141  
Via email: [khenke@crevecoeurmo.gov](mailto:khenke@crevecoeurmo.gov)

**Re: Olia Village Community Improvement District  
Board Appointment by the City of Creve Coeur, Missouri (the "City")**

Dear Ms. Henke:

Please be advised that this firm represents the Olia Village Community Improvement District (the "CID"). On their behalf, I respectfully request that you forward this request to the Mayor, which, in his capacity as Mayor, to be approved by the Creve Coeur City Council, the appointments of Donna Spence, Douglas Rasmussen and Bernie Edler, each to terms expiring June 24, 2030.

Should you have any questions regarding the proposed appointments, please call me at (314) 342-4155.

Sincerely,

A handwritten signature in blue ink that reads 'Tari Rader'. The signature is written in a cursive style and is placed on a light blue rectangular background.

Tari Rader  
Paralegal

/tr

cc: Robert Klahr; [rklahr@atllp.com](mailto:rklahr@atllp.com) via email  
Kris Simpson; [ksimpson@crevecoeurmo.gov](mailto:ksimpson@crevecoeurmo.gov)