




**CITY OF VALLEY PARK  
BOARD OF ALDERMEN MEETING  
AT 7:00 P.M. ON AUGUST 17, 2020  
VIA VIDEO CONFERENCING (ZOOM)  
PURSUANT TO RSMO 610.015  
VALLEY PARK CITY HALL, 320 BENTON  
STREET, VALLEY PARK, MISSOURI 63088**

**\*\*\*\* AGENDA\*\*\*\***

- 1. ROLL CALL**
- 2. APPROVAL OF MINUTES**
  - a. 07-09-2020 Legislative Committee meeting minutes
- 3. PUBLIC HEARING** – Text Amendment - Revisions to Chapter 405 Zoning Regulations
- 4. NEW BUSINESS**
  - a. Bill 2245 - Revisions to Chapter 405 Zoning Regulations
  - b. Bill 2246 – Adopting the City Administrator Form of Government and Creating the Position of “City Administrator”
  - c. Bill 2247 – Amending the FY 2020-2021 Budget
  - d. Bill 2248 – Salary Ordinance
  - e. Resolution 08-17-2020 – Authorizing Contract of Employment
  - f. Discussion of Employee Handbook
- 5. REPORTS**
  - a. Mayor Report – Mayor Webster
  - b. City Attorney Report – Tim Engelmeyer
  - c. City Clerk Report – Dusty Hosna
  - d. Public Works Report – Gerald Martin
    - i. Emergency Tree Removal
  - e. Community Development Report – Gil DeNormandie
  - f. Police Report – Lt. Francis Gomez
- 6. ADJOURNMENT**

9:34am 8/15/2020 

Posted on \_\_\_\_\_ at \_\_\_\_\_ by \_\_\_\_\_

VALLEY PARK LEGISLATIVE COMMITTEE  
320 Benton Street – Valley Park, MO 63088  
Thursday, July 9, 2020

**CALL TO ORDER:** Meeting called to order at 7:00pm by Chairman Betty Halker

**ATTENDANCE:** Chairman Betty Halker  
Alderman Jon Young  
Alderman Dave Rose  
Alderman Mike White

**NON MEMBERS IN ATTENDANCE:**  
Chandra Webster, Mayor  
Tim Engelmeyer, City Attorney  
Dusty Hosna, City Clerk  
Gil DeNormandie, Community Development Director  
Alderman Stephanie Reynolds  
Alderman Tom Rauls

Pledge of allegiance led by Chairman Betty Halker

3a: Approval of Minutes from May 14, 2020 and June 11/2020 meetings

Motion to approve 5/14/20 minutes by Jon Young. 2<sup>nd</sup> by Mike White. Motion passed  
Motion to approve 6/11/20 minutes by Mike White. 2<sup>nd</sup> by Jon Young. Motion passed

3b: Review and discussion of Section 115.090 Removal of Officers – Code of Conduct for Elected Officials

Motion by Jon Young to table this item until the next meeting to allow City Attorney Tim Engelmeyer more time to look into guidelines to be used in creating a Code of Conduct. 2<sup>nd</sup> by Mike White. Motion passed.

3c: Review and discussion of Section 315.100 – Signs, Signals or Markings

City Clerk explained that existing ordinance did not specify not allowing signs in public right of way. Brief discussion of listing types of signs. Motion by Mike White to amend existing ordinance adding no signs to be allowed on public right of way and shall be removed by the city or police. 2<sup>nd</sup> by Jon Young. Motion passed.

3d: Clarification of Section 500.050 Section C Item 2 - Fences

Item brought to Legislative per request of Board of Adjustment for clarification. Item 2 indicates “or more that six (6) inches inside and from any rear of side lot lines. Request to add “ or allowable at discretion of Building Commissioner” Motion to add clarification to ordinance by Mike White. 2<sup>nd</sup> by Jon Young. Motion passed.

3e: Discussion of updating city ordinances

Mike White suggested creating a schedule for updates as a budget item. City Attorney Tim Engelmeyer suggested ;committee review articles to determine what areas need to be addressed.. City Clerk Dusty Hosna is creating a list of areas which need to be reviewed and stated that subdivision regulations in the zoning code was in need of review and update. Committee decided to review after receiving list of concerns from the City Clerk at the next meeting to determine what course of action to take.

Jon Young made a motion to adjourn. 2<sup>nd</sup> by Mike White. Motion passed.

Meeting adjourned at 7:22pm

Next meeting scheduled for August 13, 2020 at 7:pm.

Respectfully submitted.

Betty Halker

Chairman

\*\*\*\*\*  
 AN ORDINANCE AMENDING TITLE IV LAND USE, CHAPTER 405 ZONING REGULATIONS, APPENDIX A – “LISTING OF PERMITTED AND CONDITIONAL ZONING DISTRICT USES” OF THE MUNICIPAL CODE OF THE CITY OF VALLEY PARK, MISSOURI, ADDING USES TO PLANNED DISTRICT - INDUSTRIAL AND OTHER ACTIONS RELATED THERETO  
 \*\*\*\*\*

WHEREAS, on July 13, 2020, the Planning and Zoning Commission held a public hearing, after due notice as provided by law, to solicit input regarding amendments to the City’s zoning regulations to add allowed uses in Planned Development Industrial; and

WHEREAS, following public comment and review, the Plan Commission voted to recommend that the Board of Aldermen enact the amendments hereinafter set forth; and

WHEREAS, on August 17, 2020, after due notice as provided by law, the Board of Aldermen held a public hearing for the purpose of receiving public comment on the question of the adoption of the provisions hereinafter set forth; and

WHEREAS, the Board of Aldermen has determined that it is in the best interest of the City of Valley Park to adopt the amendments hereinafter set forth; and

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF VALLEY PARK, MISSOURI, AS FOLLOWS:

**Section 1.**

Appendix A shall be amended to allow the three uses listed be in Planned Development Industrial (PD-I), as designated by the chart below.

<b>Appendix A Listing of Permitted and Conditional Zoning District Uses</b>				
<b>Land Use Category</b>	<b>Code</b>	<b>...</b>	<b>PD-I</b>	<b>...</b>
...				
Compost dumps - Compost manufacturing	562219/325314	...	P	...
...				
Landfills – trash transfer stations	562212	...	P	...
...				
Materials recovery/recycling facilities	56292	...	P	...

**Section 2.**

The Chapter, Article, Division and/or Section assignments designated in this Ordinance may be revised and altered in the process of recodifying or servicing the City’s Code of Ordinances upon supplementation of such code if, in the discretion of the editor, an alternative designation would be more reasonable. In adjusting such designations, the editor may also change other designations and numerical assignment of code sections to accommodate such changes.

**Section 3.**

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

**Section 4.**

This Ordinance shall be in full force and effect both from and after its passage by the Board of Aldermen.

Passed by the Board of Aldermen on this \_\_\_\_th day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor Chandra Webster

To approve Bill #2245

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

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

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
Reynolds	___	___	Rauls	___	___
Halker	___	___	Rose	___	___
Walker	___	___	Young	___	___
White	___	___	Bowen	___	___

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

ATTEST:

\_\_\_\_\_  
Dusty Hosna  
City Clerk

\*\*\*\*\*

AN ORDINANCE ADOPTING THE CITY ADMINISTRATOR FORM OF GOVERNMENT AND ESTABLISHING THE POSITION OF 'CITY ADMINISTRATOR' BY AMENDING SECTIONS 110.040, 115.010, 115.020 AND 115.040 OF THE CITY CODE, REPEALING SECTION 110.100 OF THE CITY CODE AND ADDING ARTICLE III TO CHAPTER 110 OF THE CITY CODE

\*\*\*\*\*

WHEREAS, the City of Valley Park, Missouri has operated under the Mayor/Council form of government since its inception;

WHEREAS, the City of Valley Park Board of Aldermen, it's Mayor and it's Personnel Committee have studied the benefits of having professional city management;

WHEREAS, studies have shown that professional city management via a City Administrator with oversight of its day-to-day operations allow municipalities to operate more professionally with greater fiscal responsibility;

WHEREAS, while all power and authority to set policy rests with the elected governing body, the addition of a City Administrator will allow the city to have a person for the general superintending control of the administration and management of the government business, officers and employees of the city, subject to the direction and supervision of the mayor;

WHEREAS, the Valley Park Board of Aldermen desire to provide the City and its residents increased fiscal responsibility, city oversight, and accountability,

BE IT ENACTED BY THE COUNCIL OF THE CITY OF VALLEY PARK, MISSOURI, AS FOLLOWS:

**Section 1.** Pursuant to Section 77.042 RSMo., as amended, a City Administrator form of government is created and adopted for the City of Valley Park, Missouri.

**Section 2.** Section 110.040 of the City Code is hereby amended as follows:

The Mayor, with the consent and approval of the majority of the members of the Board of Aldermen, shall have power to appoint a *City Administrator*, Treasurer, City Attorney and Municipal Judge, such officers to hold their office until their successors are appointed and qualified; and if deemed for the best interests of the City, the Mayor and Board of Aldermen may by ordinance employ special counsel to represent the City, either in the case of a vacancy in the office of the City Attorney or to assist the City Attorney, and pay reasonable compensation therefor.

**Section 3.** Section 115.010 of the City Code is hereby amended as follows:

The officers of the City shall consist of a Mayor, Board of Aldermen, *City Administrator*, City Clerk, Marshal/Ex Officio Collector, Municipal Judge, Treasurer, City Attorney and such other officers as may be appointed from time to time.

**Section 4.** Section 115.040(A) of the City Code is hereby amended as follows:

The following officers of the City shall, within fifteen (15) days after their appointment or election, and before entering upon the discharge of the duties of their office, file with the City Clerk public official bonds in the following amounts, conditioned upon the faithful performance of their duties, and that they will pay all monies belonging to the City, as provided by law, that may come into their hands:

1. City Treasurer: \$100,000.00.
2. City Clerk: \$40,000.00.
3. Court Clerk: \$40,000.00.
4. City Marshal/ex officio Collector: \$5,000.00.
5. Mayor \$40,000.00
6. ***City Administrator: \$40,000\****

Said bonds shall be approved by the Board of Aldermen before said officials and employees shall conduct the duties of the office or employment. The City shall pay the cost of such bonds. \*If the same person serves in dual roles, a single bond shall be required in the higher amount stated for the positionsl be required.

**Section 5.** Section 110.100 titled “Mayor’s Assistant” is hereby repealed.

**Section 6.** Chapter 110 is hereby amended as follows:

- The Title of Chapter 110 is amended to read: “Mayor, Board of Aldermen **and City Administrator**”
- Article III is added to Chapter 110 to read:  
“Article III City Administrator”
- The following Sections are added:  
**Section 110.310 Appointment**
  - A. The City Administrator shall be appointed at the recommendation of the Mayor with the consent of a majority vote of the Board of Aldermen. The appointment may be for an indefinite or definite term of office and may be accompanied by a contract of employment.

- B. The City Administrator need not be a resident of the City.

#### **Section 110.320 Office --- Full-Time Position**

- A. The office of City Administrator shall be a full-time salaried position, and the City Administrator shall devote full-time to the performance of the duties of the office. The City Administrator shall not hold outside employment for remuneration except with the approval and consent of the Mayor and Board of Aldermen.
- B. The City Administrator shall be afforded all of the benefits that are set forth in the City's Employee Manual.

#### **Section 110.330 Employment and Qualifications**

- A. The City Administrator shall meet the minimum qualifications as set forth in Section 77.044 RSMo., as amended.
- B. It is desirable that the City Administrator possess the skills, experience and education as described in the adopted job description for this position attached hereto as Exhibit A.

#### **Section 110.340 Powers and Duties**

##### **The City Administrator shall:**

- A. Be the Chief Administrative Assistant to the Mayor and shall have general superintending control over the administration and management of government business, officers and employees of the City, subject to the direction and supervision of the Mayor.
- B. Not have superintending control over the City Attorney, Assistant City Attorneys, Prosecuting Attorney, Special Prosecuting Attorneys, Municipal Judge or Special Counsel.
- C. Develop a plan of organization to establish areas of responsibility, lines of authority and formal channels of communication. The Mayor and Board of Aldermen shall retain the ability to communicate directly with all City employees and officials about city business, however the Mayor and Board of Aldermen shall follow any code of conduct adopted by the City.
- D. Establish short and long range goals for the City with the approval of the Mayor and Board of Aldermen. S/he shall prepare or assist in the preparation of the proposed annual budget, budget review and capital improvements plans and long range plans. S/he shall, with the assistance of the City Clerk, Bookkeeper, Staff and all Department Heads, prepare and present an estimate of the financial needs and resources of the City for each ensuing year and shall prepare a program of activities within the financial



power of the City, embodying in it a budget document with proper supporting schedules and analyses.

- E. Be vested of all of the powers and duties as described in this Chapter, the adopted job description and the City's Employee Manual.
- F. Designate himself/herself or some other officer or employee to perform the duties of any office or position in the administrative service under his/her control which is vacant or which lacks administration, due to the absence or disability of the incumbent. Such designation shall be in effect until the incumbent resumes his/her duties.
- G. Attend substantially all meetings of the Board of Aldermen and assemble detailed reports pertinent to the agenda with recommendations of various committees concerning the matter to be considered. Direct and participate in preparation of agenda for Board of Aldermen and Committees.
- H. Be the Purchasing Agent for the City of Valley Park pursuant to Sec. 140.010 and all purchases pursuant to that section shall be made under his/her direction and supervision, and all such purchases shall be made in accordance with purchasing rules and procedures approved by the Board of Aldermen.
- I. Act as the Human Resources Director of the City. The City Administrator shall have the power to appoint and remove (in accordance with the Employee Manual regulations approved by the Board of Aldermen) all subordinate employees of the City of Valley Park. The City Administrator shall make recommendations of appointment and removal of Department Heads. The City Administrator shall also:
  - a. Recommend the establishment and maintenance of personnel programs employing sound personnel policies and practices which are internally consistent and externally competitive.
  - b. Promote the organization and continuing development of a competent City staff.
  - c. Design, prepare and submit for review and adoption by the Board of Aldermen personnel procedures, position classifications and compensation schedules for employees covered in the City's personnel program.
  - d. Prescribe the functions and duties of officers and employees of the City not otherwise prescribed by any ordinance of the City.
  - e. Recommend to the Mayor and Board of Aldermen appointment, promotion or removal from service all officers, who are not elected to office, and employees of the city, except as otherwise provided by law or City ordinance.
- J. Provide for periodic reports to the Mayor and Board of Aldermen on all aspects of the City's activities.

- K. Provide for meaningful relationships and communications between the City and its residents.
- L. Provide for a sound, stable and realistically economical insurance and bonding program for all aspects of the City liability and risk.
- M. Coordinate the activities of all departments, agencies and offices.
- N. Prescribe such rules and regulations as are necessary for the conduct of the City's departments, agencies and offices, and revoke, suspend or amend any rule or regulation of any City department, agency or office.
- O. Be accountable to the Mayor and Board of Aldermen for any actions taken when requested to do so, and at all times be subject to the supervision, direction and control of the Mayor subject to review by the Board of Aldermen.
- P. Perform related duties as required by the Mayor and Board of Aldermen not inconsistent with the Statutes of the State of Missouri and the ordinances of the City of Valley Park.
- Q. Assist City attorney on court cases, complaints, and claims involving the City and cooperate to draft ordinances and changes to City Code.
- R. Attend all Committee meetings unless excused by the Committee Chair. Serve as liaison between the Mayor and Board of Aldermen and the various committees, boards and commissions of the City and their members. If the event of absence or unavailability, appoint someone to attend in his/her place.
- S. Establish such administrative rules and regulations, not inconsistent with law or established City policy, as may be necessary or proper for the efficient and economical conduct of the business of the City.
- T. Along with the Mayor, designate the process for representing the City's interests before the media and other public jurisdictions. Lobby of behalf of the City's interests.

### **Section 110.350 Evaluation and Compensation**

- A. The City Administrator shall receive as compensation for the performance of the duties of this office an amount set by the approved pay compensation plan and performance evaluation system. The Mayor shall recommend an annual salary, which is described in the adopted pay compensation plan. This recommended annual salary must be approved by the Board of Aldermen. The City Administrator may be provided a contract of employment.

- B. At least once a year after the appointment of the City Administrator, the Mayor and President of the Board of Aldermen shall evaluate the performance of the City Administrator. This evaluation shall be made part of the confidential personnel file of the City Administrator.

**Section 110.360 Removal**

The Board of Aldermen may remove the City Administrator from office in accordance with the following procedures:

1. The City Administrator may be removed or suspended on recommendation of the Mayor with consent of a majority of the Board of Aldermen, or by the two-thirds (2/3) vote of the Board of Aldermen on its own initiative.
2. In such a case, the Mayor and Board of Aldermen shall grant the City Administrator a closed hearing. Prior to holding the closed hearing and upon recommendation of the Mayor with consent of a majority of the Board of Aldermen or by two-thirds (2/3) vote of the Board of Aldermen on its own initiative, the City Administrator may be suspended with full compensation and benefits. This suspension shall not exceed forty-five (45) days.
3. After the closed meeting, the Board of Aldermen may adopt a final resolution of removal, without stating a reason for such removal. An affirmative vote of a majority of the Board of Aldermen is required to make the resolution effective.
4. The removal of the City Administrator may be made effective immediately.

**Section 6.** Section 140.010 Purchasing Agent Designated shall be repealed and replaced as follows:

The City Administrator shall be the designated Purchasing Agent for the City. In the event of an absence or vacancy in the office of City Administrator, a Purchasing Agent will be appointed by the Mayor with the approval of the majority of the Board of Aldermen until such time a new City Administrator is in place.

**Section 7.** Section 115.240 shall be amended to add "C." as follows:

- C. Nothing in this Section shall prohibit the Mayor and Board of Aldermen from appointing the City Administrator to also serve as the City Clerk.

**Section 2.** This Ordinance shall become effective from and after its passage and approval by the Mayor.

PASSED AND APPROVED BY THE BOARD OF ALDERMEN THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019.

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Mayor Chandra Webster

To approve Bill #2246

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

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

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
Reynolds	___	___	Rauls	___	___
Halker	___	___	Rose	___	___
Walker	___	___	Young	___	___
White	___	___	Bowen	___	___

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

ATTEST:

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Dusty Hosna  
City Clerk

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AN ORDINANCE AMENDING THE 2020-2021 FISCAL BUDGET OF THE CITY OF VALLEY PARK, MISSOURI, APPROPRIATING FROM THE REVENUE OF THE CITY REQUISITE FUNDS THEREFORE, PROVIDING FOR THE ADJUSTMENTS THEREOF AND PROVIDING FOR THE SALARIES OF THE CITY EMPLOYEES.

\*\*\*\*\*

Whereas, pursuant to Missouri Law and the Ordinances of the City of Valley Park, Missouri, the Board of Aldermen will vote on an established budget for the fiscal year 2020-2021.

Whereas, the Finance, Ways and Means Committee has recognized and wish at address certain changes occurring after the passage of the fiscal year 2020-2021 budget.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF VALLEY PARK, MISSOURI AS FOLLOWS:

**Section One**

That the Amended Annual Fiscal Budget of the City of Valley Park, Missouri, submitted by the Mayor and attached hereto and made a part hereof, is by this ordinance approved, and is hereby apportioned from the revenue of the City, for the purpose of providing for the expenses set forth in said Budget for the 2020-2021 year, beginning August 17, 2020 and ending June 30, 2021.

**Section Two**

The amounts apportioned for each Activity shown in the attached Annual Fiscal Budget shall not be increased or decreased except by Motion by the Board of Aldermen duly made and adopted, but the several objects of the expenses comprising the total appropriation for any Activity may be increased or decreased at the discretion of the Mayor, providing that said adjustment shall not increase the total appropriation for the Activity.

**Section Three**

The salaries of the officers and employees of the City of Valley Park shall be as specified in the 2020-2021 Budget for unclassified employees and for classified employees pay range assigned by the 2020-2021 Budget, in accordance with the Pay Classification Plan attached to this ordinance and made a part hereof, and designated as Appendix A.

**Section Four**

All Revenue of the City of Valley Park not appropriated by this ordinance and any amount appropriated by this ordinance and not disbursed shall be expended or kept as directed by the Board of Aldermen.

**Section Five**

This ordinance shall be in full force and effect from and after its passage and approval as required by law.

PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF AUGUST 2020.

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Mayor Chandra Webster

To approve Bill #2247

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

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

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
Reynolds	___	___	Rauls	___	___
Halker	___	___	Rose	___	___
Walker	___	___	Young	___	___
White	___	___	Bowen	___	___

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

ATTEST:

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Dusty Hosna  
City Clerk

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AN ORDINANCE REGARDING  
THE SALARIES OF OFFICERS AND EMPLOYEES OF THE CITY OF VALLEY PARK, MISSOURI  
EFFECTIVE AUGUST 17, 2020, AND REPEALING PRIOR INCONSISTENT ORDINANCES

.....

BE IT ORDAINED, by the City of Valley Park, Missouri, as follows:

**Section One**

The following pay schedule is hereby adopted effective on the 17th day of August, 2020. All prior ordinances inconsistent herewith are hereby repealed.

**ELECTED OFFICIALS, APPOINTED OFFICIALS AND  
DEPARTMENT HEADS**

	<b><u>Annual</u></b>	<b><u>Pay Period</u></b>
Aldermen	\$4,800.00	Monthly
Mayor	\$9,600.00	Monthly
Marshal	\$120.00	Monthly
City Attorney	\$125.00/per hour	Monthly
Emergency Mgmt. Dir.	\$2,280.00	Monthly
Judge	\$10,200.00	Monthly
Collector	\$120.00	Monthly
Treasurer	\$1,020.00	Monthly
City Administrator/City Clerk	\$65,000 to \$85,000	Weekly
Public Works Director	\$50,000 to \$67,000	Weekly
Community Development Director	\$50,000 to \$67,000	Weekly
Prosecuting Attorney	\$9,600.00	Monthly

**Administrative**

	<b><u>Hourly Range</u></b>	<b><u>Annual</u></b>
Accountant/Bookkeeper	\$15.00 to \$23.00	\$31,200 to \$47,840
Office Manager	\$16.00 to \$25.00	\$33,280 to \$49,920
Office Assistant	\$13.00 to \$17.00	\$27,400 to \$35,360

**Street Department**

	<b><u>Hourly Range</u></b>	<b><u>Annual</u></b>
Skilled Crew Coordinator	\$15.00 to \$25.00	\$31,200 to \$52,000
Skilled Mechanic	\$15.00 to \$25.00	\$31,200 to \$52,000
General Labor	\$12.00 to \$24.00	\$24,960 to \$49,920
Equipment Operator	\$15.00 to \$25.00	\$31,200 to \$52,000

**Parks Department**

	<b><u>Hourly Range</u></b>	<b><u>Annual</u></b>
Skilled Crew Coordinator	\$15.00 to \$25.00	\$31,200 to \$52,000
General Laborer	\$12.00 to \$24.00	\$24,960 to \$49,920
Laborer (Part Time)	\$10.00 to \$15.00	

**Sanitation**

	<b><u>Hourly Range</u></b>	<b><u>Annual</u></b>
Trash Crew Leader	\$15.00 to \$25.00	\$31,200 to \$52,000
Operator	\$15.00 to \$24.00	\$31,200 to \$49,920

**Court**

	<b><u>Hourly Range</u></b>	<b><u>Annual</u></b>
Court Administrator/Archive Clerk (FT)	\$15.00 to \$25.00	\$31,200 to \$52,200
Prosecutor's Assistant (PT)	\$15.00 to \$21.00	

The Prosecutor's Assistant position is 15 hours per week.

**Code Enforcement**

	<b><u>Hourly Range</u></b>	<b><u>Annual</u></b>
Code Enforcement Officer (PT)	Up to \$27.00	Up to \$42,210

Code Enforcement Officer position will not work more than 30 hours per week

**Section Two**

\*\*\* All Administrative, Street Department, Parks Department, and Sanitation employees shall be paid weekly. All Appointed and Elected Officials shall be paid as laid out above.

Any new employee will be placed on six (6) months' probation with a review every two (2) months. Salary for probationary employees is to be 80% of full pay for first three (3) months, 90% of full pay for second three (3) months, and full pay at six (6) months employment. **New employees will not receive benefits (health insurance, dental insurance, life insurance) until after completing a thirty (30) day waiting period.**

**Section Three**

The City Attorney shall be paid at the rate of \$125 per hour. The City attorney shall handle all duties assigned by the Mayor and/or Board. Unless otherwise instructed, the city Attorney is expected to attend two (2) Board of Aldermen meetings and one (1) Planning and Zoning Meeting on a monthly basis. The Prosecuting Attorney's compensation is based on attendance at Municipal Court together with processing information and recommendations. Time expended on expungements, appellate matters and/or certified jury trials to be expended at the same rate as the City Attorney.

**Section Four**

All overtime and holiday pay shall be paid at an hourly rate computed by dividing the regular weekly salary by the total number of hours which an employee works during his or her normal week and multiplying said hourly rate by one and one-half (1-1/2) and shall be paid in addition to but at the same time as the regular salary payment.



**Section Five**

Every full-time employee shall accumulate seven (7) days of sick leave for each full year of employment up to a maximum of one-hundred and twenty (120) days. Upon retirement only, accumulated sick pay will be compensated for at the 25% rate.

**Section Six**

All full-time employees shall receive vacation time as follows:

<b><u>Length of Service</u></b>	<b><u>Annual</u></b>
1 year of service (6 months completed)	40 hours
2 through 8 years	80 hours
9 through 15 years	120 hours
16 through 19 years	180 hours
20 years of service and upward	200 hours

**Section Seven**

All full-time employees shall receive ten (10) paid holidays as set forth by the Board of Aldermen.

**Section Eight**

The Department Head of any department in the City may authorize no more than three (3) calendar days leave, from the date of death to the date of funeral as needed, in the event of the death of a wife, husband, mother, father, brother, sister, child, son-in-law, daughter-in-law, brother-in-law, sister-in-law, step child, step father, step mother, mother-in-law, father-in-law, or grandparent of the employee. Such leave shall not be deducted from either sick leave or vacation leave and shall be at the discretion of the Department Head.

**Section Nine**

At the time of passage, the City shall prepare and attach Exhibit A to this Ordinance establishing the exact rate for each employee for that fiscal year within the established range. Any new hires will be subject to the range as laid out herein.

**Section Ten**

This Ordinance shall become effective from and after its passage and upon its approval.

PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor Chandra Webster

To approve Bill # 2248

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

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

	<u>Aye</u>	<u>Nay</u>
Reynolds	___	___
Halker	___	___
Walker	___	___
White	___	___

	<u>Aye</u>	<u>Nay</u>
Rose	___	___
Rauls	___	___
Young	___	___
Bowen	___	___

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

ATTEST:

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Dusty Hosna  
City Clerk

Dusty,

Pursuant to the ordinances being presented at the August 17, 2020 Board of Aldermen meeting, I would like to appoint Dusty Hosna to serve in the position of City Administrator for the City of Valley Park. Please place this nomination along with the related ordinances and resolutions on the August 20, 2020 agenda for consideration.

Mayor Chandra Webster

**RESOLUTION NO. 08-17-2020**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT  
OF EMPLOYMENT WITH THE CANDIDATE CHOSEN FOR THE  
POSITION OF CITY ADMINISTRATOR**

**WHEREAS**, Pursuant to Section 110.310 of the City of Valley Park Code of Ordinances, the City Administrator shall be appointed at the recommendation of the Mayor with the consent of a majority vote of the Board of Aldermen. The appointment may be for an indefinite or definite term of office and may be accompanied by a contract of employment; and

**WHEREAS** the Mayor has recommended and nominated Dusty Hosna for the position of City Administrator; and

**WHEREAS**, the Board of Aldermen have consented to said appointment by a majority vote;

**WHEREAS**, Section 110.310 allows for the appointment to be accompanied by a contract of employment which is attached as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF VALLEY PARK, MISSOURI, AS FOLLOWS:**

**Section 1.** The Mayor is hereby authorized to execute the contract attached hereto as Exhibit A to effectuate the hiring of Dusty Hosna for the position of City Administrator for the City of Valley Park, Missouri.

**Section 2.** This resolution shall become effective from and after its passage and upon approval by the Mayor.

**PASSED** by the Board of Aldermen of the City of Valley Park, Missouri, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Chandra L. Webster, Mayor

ATTEST:

\_\_\_\_\_  
Dusty Hosna, City Clerk

# **EMPLOYMENT AGREEMENT TABLE OF CONTENTS**

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**Section 6: Retirement**

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# **Employment Agreement**

## **Introduction**

This Agreement, made and entered into this [date], by and between the City of Valley Park, a municipal corporation, (hereinafter called "Employer") and Dusty Hosna, (hereinafter called "Employee") an individual who has the education, training and experience in local government management, both of whom agree as follows:

## **Section 1: Term**

The term of this agreement shall be for an initial period of five [5] years from September \_\_\_\_, 2020 to September \_\_\_\_, 2025. This Agreement shall automatically be renewed on its anniversary date for a one [1] year term unless notice that the Agreement shall terminate is given at least three [3] months before the expiration date. In the event the agreement is not renewed, all compensation, benefits and requirements of the agreement shall remain in effect until the expiration of the term of the Agreement unless Employee voluntarily resigns. In the event that the Employee is terminated, as defined in Section 8 of this agreement, the Employee shall be entitled to all compensation including salary, accrued vacation and sick leave, car allowance paid in lump sum plus continuation of all benefits for the remainder of the term of this agreement.

## **Section 2: Duties and Authority**

Employer agrees to employ Dusty Hosna as City Administrator to perform the functions and duties specified in: (a) Valley Park Ordinance \_\_\_\_\_ (b) The written job description (Attached hereto) and (c) to perform other legally permissible and proper duties and functions, as well as city clerk as required by the Employer.

## **Section 3: Compensation:**

- A. Base Salary: Employer agrees to pay Employee, an exempt employee, an annual base salary of \$75,000.00, payable in installments at the same time that the other employees of the Employer are paid.
- B. This agreement shall be automatically amended to reflect any salary adjustments that are provided or required by the Employer's compensation policies or in this contract.
- C. Consideration shall be given on an annual basis to increase compensation pursuant to Section 11 of this contract. The Employer agrees to consider an increase in compensation each year as set by the Board of Aldermen following a recommendation by the Mayor. Nothing in this agreement guarantees an annual increase.

## **Section 4: Health, Disability and Life Insurance Benefits**

- A. The Employer agrees to provide and to pay the premiums for health, hospitalization, surgical, vision, dental and comprehensive medical insurance for the Employee and

his dependents equal to that which is provided to all other employees of the City of Valley Park, Missouri.

B. The Employer agrees to put into force and to make required premium payments for short term and long term disability coverage for the Employee equal to that which is provided to all other employees of the City of Valley Park, Missouri.

C. The Employee may elect to submit once per calendar year to a complete physical examination, including a cardio-vascular examination, by a qualified physician selected by the Employee, the cost of which shall be paid by the Employer.

D. The Employer shall pay the amount of premium due for term life insurance in the amount offered to other employees of the City. The Employee shall name the beneficiary of the life insurance policy.

### **Section 5: Vacation, Sick, and Military Leave**

A. Upon commencing employment, the Employee shall be credited with sick and vacation for duration of the contract --- Three (3) weeks vacation, fifty-six (56) sick hours and two (2) administrative/executive days.

B. The Employee is entitled to accrue all unused leave pursuant to the city's employee handbook.

### **Section 6: Retirement**

1. The Employer agrees to enroll the Employee into the applicable state or local retirement system and to make all the appropriate contributions on the Employee's behalf, for both the Employer and Employee share required.

### **Section 7: General Business Expenses**

1. Employer agrees to budget for and to pay for professional dues and subscriptions of the Employee necessary for continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for the Employee's continued professional participation, growth, and advancement, and for the good of the Employer. The city agrees to budget a minimum of \$1600 for Employee to obtain his CCA and the employee agrees to complete said training and receive CCA certification within eighteen (18) months of the date this contract is entered into by the parties.

2. Employer agrees to budget for and to pay for travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions to adequately continue the professional development of Employee and to pursue necessary official functions for Employer, the Missouri Municipal League, and such other national, regional, state, and local governmental groups and committees in which Employee serves as a member.

3. Employer also agrees to budget for and to pay for travel and subsistence expenses of Employee for short courses, LAGERS conference, institutes, and seminars that are necessary for the Employee's professional development and for the good of the

Employer.

4. Employer recognizes that certain expenses of a non-personal but job related nature are incurred by Employee, and agrees to reimburse or to pay said general expenses. The bookkeeper with approval of the Mayor is authorized to disburse such moneys upon receipt of duly executed expense or petty cash vouchers, receipts, statements or personal affidavits.

5. The Employer acknowledges the value of having Employee participate and be directly involved in local civic clubs or organizations. Accordingly, Employer shall pay for the reasonable membership fees and/or dues to enable the Employee to become an active member in local civic clubs or organizations.

**Technology:** The Employer shall provide Employee with a computer, software, internet, and fax/modem required for the Employee to perform the job and to maintain communication. The Employer shall also pay for or reimburse Employee for high-speed internet access for his home, cell phone expense and car allowance in the amount of \$200 per month.

### **Section 8: Termination**

In the event the Employee is terminated by the Employer and during such time that Employee is willing and able to perform his duties under this Agreement, then, Employer agrees to pay Severance in accordance with Section 9 plus salary and benefits in accordance with Section 9 for any portion of the six (6) months not worked.

**Appeal Rights** --- Following termination, the Employee may appeal the decision by filing a written appeal with the Mayor within five (5) days of the termination. The City Administrator is thereafter entitled to an in-person hearing in front of a quorum of the full Board of Aldermen whereafter the Board will affirm, modify or reject the decision to terminate by a straight vote. In the event of a tie, the Mayor shall cast the tie-breaking vote. Both the Employee and Employer are entitled to have legal counsel present during all phases of this process.

### **Section 9: Severance**

Severance shall be paid to the Employee when employment is terminated as defined in Section 8.

If the Employee is terminated, the Employer shall provide a minimum severance payment equal to six months' salary at the current rate of pay. This severance shall be paid in a lump sum unless otherwise agreed to by the Employer and the Employee.

The Employee shall also be compensated for all accrued sick leave, vacation time, all paid holidays, and administrative/executive leave. For a minimum period of six months following termination, the Employer shall pay the cost to continue the following benefits:



1. Health insurance for the employee and all dependents as provided in Section 4A
2. Life insurance as provided in Section 4D
3. Short-term and long-term disability as provided in Section 4.
5. Out placement services should the employee desire them in an amount not to exceed \$10,000.

**EXCEPTIONS:** If the Employee is terminated because of any of the following reasons, then the Employer is not obligated to pay severance under this section:

- a. Stealing;
- b. Purposely misleading the Mayor or Board of Aldermen;
- c. Failure of a drug or alcohol test;
- d. Falsifying of records;
- e. Embezzlement;
- f. Insubordination, defying or refusing to obey the Mayor or Board of Aldermen's lawful requests or orders;
- g. Fraud;
- h. Felonious conduct;
- i. Deliberate violation of the Employee Manual
- j. The commission of a felony or misdemeanor;
- k. The commission of a crime of moral turpitude.

### **Section 10: Resignation**

In the event that the Employee voluntarily resigns his/her position with the Employer, the Employee shall provide a minimum of 30 days' notice unless the parties agree otherwise. Employer shall not be required to pay severance upon voluntary resignation.

### **Section 11: Performance Evaluation**

The Mayor and President of the Board of Aldermen shall annually review the performance of the Employee subject to a process, form, criteria, and format for the evaluation which shall be mutually agreed upon by the Employer and Employee. The process at a minimum shall include the opportunity for both parties to: (1) prepare a written evaluation, (2) meet and discuss the evaluation, and (3) present a written summary of the evaluation results. The final written evaluation should be completed and delivered to the Employee within 30 days of the evaluation meeting.

### **Section 12: Hours of Work**

It is recognized that the Employee must devote a great deal of time outside the normal office hours on business for the Employer, and to that end Employee shall be allowed to establish an appropriate work schedule. The City's normal work schedule is Monday through Friday, 8:00 a.m. to 4:30 p.m.

### **Section 13: Outside Activities**

The employee is authorized to accept secondary employment with the City of Red Bud and Village of Prairie du Rocher as long as said employment does not interfere with City Administration duties for the City of Valley Park. If the Mayor determines the aforementioned secondary work is interfering with employee's duties for the City, the Mayor may revoke this authorization.

#### **Section 14: Indemnification**

Beyond that required under Federal, State or Local Law, Employer shall defend, hold harmless and indemnify Employee against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as City Administrator or resulting from the exercise of judgment or discretion in connection with the performance of program duties or responsibilities, unless the act or omission involved willful or wanton conduct. The Employee may request and the Employer shall not unreasonably refuse to provide independent legal representation at Employer's expense and Employer may not unreasonably withhold approval. Legal representation, provided by Employer for Employee, shall extend until a final determination of the legal action including any appeals brought by either party. The Employer shall indemnify employee against any and all losses, damages, judgments, interest, settlements, fines, court costs and other reasonable costs and expenses of legal proceedings including attorneys fees, and any other liabilities incurred by, imposed upon, or suffered by such Employee in connection with or resulting from any claim, action, suit, or proceeding, actual or threatened, arising out of or in connection with the performance of his or her duties. Any settlement of any claim must be made with prior approval of the Employer in order for indemnification, as provided in this Section, to be available.

Employee recognizes that Employer shall have the right to compromise and unless the Employee is a party to the suit which Employee shall have a veto authority over the settlement, settle any claim or suit; unless, said compromise or settlement is of a personal nature to Employee. **Further, Employer agrees to pay all reasonable litigation expenses of Employee throughout the pendency of any litigation to which the Employee is a party, witness or advisor to the Employer. Such expense payments shall continue beyond Employee's service to the Employer as long as litigation is pending. Further, Employer agrees to pay Employee reasonable consulting fees and travel expenses when Employee serves as a witness, advisor or consultant to Employer regarding pending litigation.**

#### **Section 15: Bonding**

Employer shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

#### **Section 16: Other Terms and Conditions of Employment**

The Employer, only upon agreement with Employee, shall fix any such other terms and

conditions of employment, as it may determine from time to time, relating to the performance of the Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, City of Valley Park Ordinance, any other law.

A. Except as otherwise provided in this Agreement, the Employee shall be entitled to the highest level of benefits that are enjoyed by other department heads of the Employer as provided in the Code, Employee Manual or by practice. Where there is a conflict between this agreement and the Employee Manual, this Agreement shall govern.

### **Section 17: Notices**

Notice pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

- (1) EMPLOYER: Mayor, City of Valley Park, Missouri, 320 Benton St.,  
Valley Park, MO 63088
- (2) EMPLOYEE: Dusty Hosna, \_\_\_\_\_

Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice in the course of transmission in the United States Postal Service.

### **Section 18: General Provisions**

A. Integration. This Agreement sets forth and establishes the entire understanding between the Employer and the Employee relating to the employment of the Employee by the Employer. Any prior discussions or representations by or between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written agreement may amend any provision of this agreement during the life of the agreement. Such amendments shall be incorporated and made a part of this agreement.

B. Binding Effect. This Agreement shall be binding on the Employer and the Employee as well as their heirs, assigns, executors, personal representatives and successors in interest.

C. Effective Date. This Agreement shall become effective on \_\_\_\_\_, \_\_\_\_\_.

D. Severability. The invalidity or partial invalidity of any portion of this Agreement will not effect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they have been executed by both parties subsequent to the expungement or judicial modification.

# City of Valley Park

## Invoices Selected for Payment - BILL LIST FOR BOARD APPROVAL

Vendor ID	Vendor Name	Invoice Number	Invoice Amount	Cash Required
101	A & M LAWN EQUIPMENT & SALES	891	315.90	315.90
124	BOBCAT OF ST. LOUIS	r35374	156.00	156.00
127	Broadway Ford Truck Sales	321082p	64.52	64.52
135	CEEKAY SUPPLY INC.	ck4097390	58.66	58.66
138	CINTAS CORPORATION	5021815294	101.05	101.05
142	Sumner One	lg06581021	344.71	344.71
144	CREST INDUSTRIES INC.	2566766	85.80	85.80
157	Energy Petroleum Company	716595	187.36	187.36
158	ENGELMEYER & PEZZANI LLC	VP PAF Aug 2020	800.00	800.00
160	ERB Equipment Co.	478978/483608	82.20	82.20
165	FKG Oil Company	I-0080374	79.51	79.51
167	Frost Electric Supply Co. Inc.	s4192568.001	252.00	252.00
169	GENERAL CODE LLC	gc00110949	995.00	995.00
187	Johnny on the Spot	0347-000234513	81.16	81.16
187	Johnny on the Spot	0347-000235066	88.50	88.50
189	K & K SUPPLY	226940	69.10	69.10
196	Luby Equipment Services	PS034179-01	501.00	501.00
196	Luby Equipment Services	PS034245-01	48.72	48.72
202	MEDART INC.	I02380109-01	303.90	303.90
214	MISSOURI LAWYERS MEDIA	744777450	39.44	39.44
227	Northwest Automotive & Croft Trailer	104348/104362	85.85	85.85
229	O.J. LAUGHLIN PLUMBING CO INC	3202681	235.90	235.90
239	PRODUCTION STEEL INC.	99073	259.63	259.63
239	PRODUCTION STEEL INC.	99087	61.54	61.54
241	Puritan Springs	80620 PS	201.80	201.80
255	Simpson Materials Company, LLC	4356844	81.11	81.11
255	Simpson Materials Company, LLC	4357241	61.84	61.84
266	ST. LOUIS COUNTY TREASURER	130143	127,029.25	127,029.25
271	STONEGATE AUTO PARTS INC	73120 SAP	394.72	394.72
281	TRUCK CENTERS INC.	f150577157:01	73.97	73.97
281	TRUCK CENTERS INC.	f150578453:01	3.67	3.67
288	VALLEY MATERIAL COMPANY	180987	1,708.00	1,708.00
331	Lawson Products	9307737026	70.50	70.50
331	Lawson Products	9307746314	56.79	56.79
331	Lawson Products	9307753930	32.90	32.90
331	Lawson Products	9307760129	110.78	110.78
332	Municipal League of Metro St. Louis	7-20 to 6/21 dues	3,567.00	3,567.00
334	PGAV Planners	112486	2,160.00	2,160.00
367	CCP Industries, Inc.	in02584121	45.20	45.20
367	CCP Industries, Inc.	in02585473	666.34	666.34
384	Abila	Q-149672	5,868.16	5,868.16
387	Kirkwood Material Supply	6270 6663	105.80	105.80
431	Pomp's Tire Service, Inc.	1240020610	908.38	908.38
431	Pomp's Tire Service, Inc.	1240020636	20.00	20.00
431	Pomp's Tire Service, Inc.	1240020696	1,348.28	1,348.28
433	SC Engineering, LLC	sc6137	750.00	750.00
433	SC Engineering, LLC	sc6163	1,068.75	1,068.75
440	Republic Services Recycling South - 30...	3015-000029158	2,307.34	2,307.34
474	Meramec Valley Transfer Station	4360-000005664	7,825.09	7,825.09
484	Club Car Wash Operatiing	inv0174	80.00	80.00
509	G R ROBINSON SEED & SERVICES	54024	768.00	768.00
565	ADB Companies	ex2020-007	750.00	750.00
566	Dutch Hollow Supplies	249379	199.90	199.90
Report Total			163,561.02	163,561.02

<b>Vendor Name</b>	<b>Invoice/Credit Description</b>	<b>Invoice Amount</b>
A & M LAWN EQUIPMENT & SALES	Pulley, Belt, Front Tire Wheel Assembly for Parks	315.90
BOBCAT OF ST. LOUIS	Rental Bandit Moded ZT1844	156.00
Broadway Ford Truck Sales	4c4z* 14a664*Da for Vehicle 12	64.52
CEEKAY SUPPLY INC.	Compressed Gases, N O S	58.66
CINTAS CORPORATION	First Aid supply for Garage	101.05
Sumner One	Lease/Rental of Copier	344.71
CREST INDUSTRIES INC.	Husky nut buster hand soap for Shop	85.80
Energy Petroleum Company	Diesel exh fld Closed Dr Terra	187.36
ENGELMEYER & PEZZANI LLC	Prosecuting Attorney Fees for Aug 2020	800.00
ERB Equipment Co.	Bellcrank, eyebolt, autocut head bulk pkg, orings, nuts	82.20
FKG Oil Company	Fuel for Gil and Tom Vehicle	79.51
Frost Electric Supply Co. Inc.	Lights for Carol House Lamps	252.00
GENERAL CODE LLC	ecode 360 Annual Maintenance	995.00
Johnny on the Spot	Real wc Soccer 1111 Cal Hendrick way	81.16
Johnny on the Spot	1111 Call hendrick way	88.50
K & K SUPPLY	4x20 rebar grade 3/4x 10 chamfer Banak	69.10
Luby Equipment Services	Attachment	501.00
Luby Equipment Services	pin	48.72
MEDART INC.	Anti Scalp Wheel, Blade	303.90
MISSOURI LAWYERS MEDIA	Land use Regulation revision to Chapter 405	39.44
Northwest Automotive & Croft Trailer	Multitow 7&4 way, Adapter 7 way to 4 way	85.85
O.J. LAUGHLIN PLUMBING CO INC	Labor and Material to replace toilet at leonard park	235.90
PRODUCTION STEEL INC.	HR Angles - 20' cut in half, Expanded Metal + drop	259.63
PRODUCTION STEEL INC.	Flat Expanded Metal	61.54
Puritan Springs	20 5 gallon bottels of water 2 cases of Coffee	201.80
Simpson Materials Company, LLC	1 Minus Xavier	81.11
Simpson Materials Company, LLC	200r 1 Minus	61.84
ST. LOUIS COUNTY TREASURER	Police contract for Aug	127,029.25
STONEGATE AUTO PARTS INC	Battery, Throttle body, oil filters, capless fuel fun	394.72
TRUCK CENTERS INC.	Switch- Med Press a/c Normaly, Binary	73.97
TRUCK CENTERS INC.	Conn Plug, Seal cable 14/16 Gauge	3.67
VALLEY MATERIAL COMPANY	7.25 sk mer 2% Retarder for 6sk Haul charges xavier	1,708.00

Lawson Products	Visa Seal Clear Butt Connector, Hex Cap Screw	70.50
Lawson Products	external retaining ring asst	56.79
Lawson Products	linch pins, universal clevis pins	32.90
Lawson Products	Back up alarm	110.78
Municipal League of Metro St. Louis	Municipal League of Metro St Louis 7/01/20 to 6/30/21 dues	3,567.00
PGAV Planners	Medical Marijuana, Smizer Stations rd, P & Z Meeting	2,160.00
CCP Industries, Inc.	Blank Textured Latex coated Gloves	45.20
CCP Industries, Inc.	Shirt for City Employees	666.34
Abila	MIP FA Maintenance and Support Plan	5,868.16
Kirkwood Material Supply	Top Soil for Xavier and Stumps	105.80
Pomp's Tire Service, Inc.	Hankookm am09, trk dismount & mount, standard brass valve	908.38
Pomp's Tire Service, Inc.	LT Truck Flat repair on vehicle	20.00
Pomp's Tire Service, Inc.	315/80r22.5 BRM3 standard brass truck valve,	1,348.28
SC Engineering, LLC	sc18-845 plan review for CoMo Health	750.00
SC Engineering, LLC	sc18-876 grant applications	1,068.75
Republic Services Recycling South - 3015	Recycling from 7/01 to 7/30/20	2,307.34
Meramec Valley Transfer Station	Trash for 7/02 to 7/31/20	7,825.09
Club Car Wash Operating	Carwashes for City vehicle	80.00
G R ROBINSON SEED & SERVICES	3 cool weather soccer 1-2-3 and 4 ballfields	768.00
ADB Companies	refund of Excavation deposit for 801 Marshall.	750.00
Dutch Hollow Supplies	24 cans of antimicrobial deodorizer, Neutral	199.90

163,561.02



City of Valley Park  
 Gerald Martin  
 320 Benton Street  
 Valley Park, MO 63088

Invoice number SC6163  
 Date 08/11/2020

Project **SC18-876 City Engineering Services -  
 City of Valley Park**

**Professional Fees**

	Hours	Rate	Billed Amount
Andrea K. Lohmeyer 07/29 Grant application, akf	4.00	95.00	380.00
07/30 Grant application, akf	3.00	95.00	285.00
07/31 Grant application, akf	4.25	95.00	403.75
		Invoice total	<b>1,068.75</b>

*Handwritten notes:*  
 park  
 grants  
 433  
 01-1200  
 6169

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
SC6163	08/11/2020	1,068.75	1,068.75				
	Total	1,068.75	1,068.75	0.00	0.00	0.00	0.00

Interest of 1.5% per month will be charged to all accounts past due. Please Reference Invoice Number on Check.

**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 YOU PAYING FOR LABOR AND MATERIAL TWICE.

NOTICE: THERE WILL BE A THREE PERCENT (3%) CONVENIENCE FEE ADDED TO ANY PAYMENTS MADE BY CREDIT CARD



City of Valley Park  
 Gerald Martin  
 320 Benton Street  
 Valley Park, MO 63088

Invoice number SC6137  
 Date 08/11/2020

Project **SC18-845 Plan Review Services - City of Valley Park**

**Professional Fees**

	Date	Hours	Rate	Billed Amount
<b>Engineer 2</b>				
<b>Kevin J. Wolff</b>				
Billable Time				
.5 hrs CoMo Health Plan Review, .5 hrs Cape Albeon Plan Review	07/23/2020	1.00	75.00	75.00
<b>Engineer 1</b>				
<b>Brian S. Gentges</b>				
Billable Time				
Plan review marjunana dispensery, bsg	07/20/2020	4.50	75.00	337.50
Plan review Good Samaritan, bsg	07/20/2020	4.50	75.00	337.50
			Invoice total	<b>750.00</b>

433

Community  
 Relocating  
 Building  
 permits

67-1400 -  
 4149

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
SC6137	08/11/2020	750.00	750.00				
	Total	750.00	750.00	0.00	0.00	0.00	0.00



*Interest of 1.5% per month will be charged to all accounts past due. Please Reference Invoice Number on Check.*

**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 YOU PAYING FOR LABOR AND MATERIAL TWICE.**

**NOTICE: THERE WILL BE A THREE PERCENT (3%) CONVENIENCE FEE ADDED TO ANY PAYMENTS MADE BY CREDIT CARD**

# Invoice



Peckham Guyton Albers & Viets, Inc.  
Architects Destinations Planners

200 North Broadway, Suite 1000  
St. Louis, Missouri 63102

PGAVPlanners.com  
314-231-7318

City Of Valley Park  
Tim Engelmeyer  
320 Benton Street  
Valley Park, MO 63088

Invoice number: 112486  
Date: 07/31/2020  
PGAV Project No: 3114500

Email Invoice: Dusty Hosna <DHosna@valleyparkmo.org>; Angela Turner <aturner@valleyparkmo.org>

## Project Description: Valley Park Continuing Services

Professional Services for the Period Ended July 25, 2020

### Consulting Services

Anna Krane

334  
01-1000-6172

Hours	Billing Rate	Billed Amount
16.00	135.00	2,160.00
<b>Invoice Total</b>		<b>\$2,160.00</b>

### Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
112486	07/31/2020	2,160.00	2,160.00				
	Total	2,160.00	2,160.00	0.00	0.00	0.00	0.00

**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 MATERIAL TWICE.**

**Project:** 31145-00 Valley Park Continuing Services

<b>Employee Name</b>	<b>Tasks Completed</b>
Anna Krane	Medical marijuana workshop memo Medical marijuana regulations memo and workshop PD-I text amendment memo Medical marijuana workshop prep (1.5 hr) Planning and Zoning meeting/workshop (2.5 hr) Smizer station road medical marijuana review (1) Code revision discussion with City (0.5) Smizer station rd review (1hr) Call with Mike Wind (0.5hr)

Prosecuting Attorney Fees

Vendor 158

Engelmeyer & Pezzani LLC

800.00

01-1000-6251

Aug 15,2020

Inv VP PAF Aug 2020

**Renewal Notice**

Accounts Payable  
CITY OF VALLEY PARK  
320 Benton St Ste A  
Valley Park, MO 63088-1735  
United States

July 31, 2020

**Invoice number:** Q-149672

**Account number:** 41325

**Payment due:** 9/15/2020

#384

Dear Accounts Payable:

Your MIP FA Maintenance and Support Plan is due for renewal by 9/15/2020. An Abila, by Community Brands, Maintenance and Support Plan ensures you have access to:

01-1000-6150

**Product Upgrades and Releases**

Access to regular enhancements for MIP, including increased usability and efficiency through user interface improvements, annual payroll and tax compliance updates, and features and functionality developed to help you and your staff stay efficient, effective, and responsive to your grantors, board members, and community.

**Unlimited Support Inquiries**

Access to our seasoned support team, which includes CPAs, accountants, and experienced nonprofit professionals.

**24/7 Access to the Abila Online Community**

Immediate access to the Knowledgebase and Abila Forums.

**Renew Today by Phone, Fax, or Mail**

Please detach and send the form below with your payment.

**Questions about your plan?**

Contact the Customer Care Team at 800-811-0961 or [CustomerCare@abila.com](mailto:CustomerCare@abila.com).

**Need training?**

Courses designed just for you – whether you're a new staff member or seasoned pro. Learn more at [abila.com/university](http://abila.com/university).

**Account number:** 41325

**Maintenance & Support Plan:** MIP FA

**Plan end date:** 9/29/2020

**Invoice number:** Q-149672

**Amount enclosed:** \_\_\_\_\_

**Three Easy Ways to Renew:**

**1** Call a Community Brands representative at 800-811-0961

**2** Mail to Customer Care Team  
Abila  
Dept. 3303  
P.O. Box 123303  
Dallas, TX 75312-3303

Please make your check payable to Abila, Inc., write your account number on your check, and enclose this form.

**3** Fax to 866-304-7286

Amount Due \_\_\_\_\_ **\$5,868.16**

Tax\* \_\_\_\_\_ **TBD**

Total \_\_\_\_\_ **\$5,868.16**

\*Sales tax will be billed separately. If you are tax exempt, you must supply a copy of your current sales tax exemption certificate along with your payment. You can also fax your sales tax exemption certificate to 866-304-7286.

**Paying by Credit Card?**

It's simple to pay your renewal bill by credit card. Please mail this form or call 800-811-0961.

Please charge my  Visa  Mastercard  Discover  Amex

Card #

Expiration   /   CVV Code (3 or 4 Digit Security Code)

Cardholder's Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Payment Receipt Email Address: \_\_\_\_\_

Cardholder's signature: \_\_\_\_\_

Jul-20 VISA BREAKDOWN # 135

Date	Customer	Description	gl	amount
7/1/2020	Visa	Rebate Credit	01-0000-5175	(\$20.50)
7/20/2020	Microsoft	Monthly Billing	01-1000-6124	\$12.00
7/2/2020	Amazon	Adding Machine for Bookkeeper	01-1000-6126	\$99.06
7/3/2020	Amazon	Sheet protectors for Ordnance	01-1000-6126	\$21.99
7/3/2020	Amazon	Mouse for Court laptop	01-2000-6126	\$14.99
7/8/2020	Amazon	Ritten House Super Swievl Repair kit	17-2700-6162	\$68.10
7/8/2020	Amazon	Flower for Meramec Valley Bank	01-1000-6045	\$46.88
7/13/2020	Amazon	13 x 30pack snap hook carabiner	01-1200-6125	\$268.71
7/16/2020	Amazon	Think paid USB adapter, 3 headset	01-1000-6126	\$60.96
7//16/20	Amazon	36 pack of Yellow Highlighter	01-1000-6126	\$15.82
7/18/2020	Amazon	Laminating Pouches for Com Dev	01-1400-6126	\$74.99
7/20/2020	Amazon	Ink Cartridge for Tom's printer	01-1400-6126	\$15.99
7/22/2020	Amazon	Backup Hard Drive for City Clerk Files	01-1000-6126	\$62.49
7/22/2020	Amazon	Lined 4 by 6 post it notes for Tom	01-1400-6126	\$10.98
7/26/2020	Amazon	Security Monitor (Returned Broken waiting for Credit	01-1000-6124	\$135.48
7/27/2020	Amazon	Sticky Notes for Gill	01-1400-6126	\$10.97
7/27/2020	Amazon	Cable and Security System for Leonard Park	01-1200-6124	\$399.89
7/27/2020	Amazon	Micro Binder Clips	01-1000-6126	\$9.75
7/27/2020	Amazon	Ethernet Cables for office Security camera	01-1000-6124	\$45.99
7/28/2020	Amazon	Lined 4 by 6 post it notes for Gil	01-1400-6126	\$59.97
7/28/2020	Amazon	Desk Organizer for Dusty	01-1000-6126	\$22.87
7/28/2020	Amazon	Security camera for City Hall	01-1000-6124	\$39.99
7/30/2020	Amazon	Security Monitor to replace broken	01-1000-6124	\$127.88
7/31/2020	Amazon	More Security Camera for Leonard Park	01-1200-6124	\$365.99
7/30/2020	CLB MMAC	Judges Conference	01-2000-6174	\$300.00
7/30/2020	Amazon	Security Carmera returned	01-1000-6124	(\$39.99)
				\$2,231.25



BL ACCT 00000296-1000000  
 CITY OF VALLEY PARK  
 Account Number: #### #### 5740  
 Page 1 of 3



**Account Summary**

Billing Cycle 07/31/2020  
 Days In Billing Cycle 31  
 Previous Balance \$1,901.43  
 Purchases + \$2,291.74  
 Cash + \$0.00  
 Balance Transfers + \$0.00  
 Special + \$0.00  
 Credits - \$60.49-  
 Payments - \$1,901.43-  
 Other Charges + \$0.00  
 Finance Charges + \$0.00

**NEW BALANCE \$2,231.25**

**Credit Summary**

Total Credit Line \$25,000.00  
 Available Credit Line \$22,768.75  
 Available Cash \$0.00  
 Amount Over Credit Line \$0.00  
 Amount Past Due \$0.00  
 Disputed Amount \$0.00

**Account Inquiries**

Call us at: (844) 697-1178  
 Lost or Stolen Card: (866) 839-3485

Write us at PO BOX 31535, TAMPA, FL 33631-3535

**Payment Summary**

**NEW BALANCE \$2,231.25**  
**MINIMUM PAYMENT \$56.00**  
**PAYMENT DUE DATE 08/25/2020**

*NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.*

**Corporate Activity**

**TOTAL CORPORATE ACTIVITY \$1,901.43-**

Trans Date	Post Date	Reference Number	Transaction Description	Amount
07/13	07/13	74142960195001207900335	PAYMENT - THANK YOU	\$1,901.43-

**Cardholder Account Summary**

FEE ACCT 000000296-010000000 #### #### 5757	Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
	\$20.50-	\$0.00	\$0.00	\$20.50-

**Cardholder Account Detail**

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/30	07/01		74142962006000000001590	REBATE CREDIT	\$20.50-

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

ENTERPRISE BANK & TRUST  
 1281 N WARSON ROAD  
 SAINT LOUIS MO 63132-1805



Account Number

#### #### 5740

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

**Closing Date** 07/31/20  
**New Balance** \$2,231.25  
**Total Minimum Payment Due** \$56.00  
**Payment Due Date** 08/25/20



BL ACCT 00000296-10000000  
 CITY OF VALLEY PARK  
 320 BENTON ST  
 ATTN: WILLIAM HANKS  
 VALLEY PARK MO 63088



MAKE CHECK PAYABLE TO:



ENTERPRISE BANK & TRUST  
 PO BOX 6818  
 CAROL STREAM IL 60197-6818



BL ACCT 0000296-10000000  
 CITY OF VALLEY PARK  
 Account Number: ##### 5740  
 Page 3 of 3

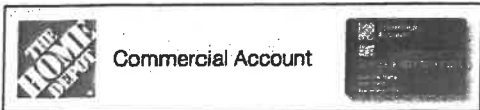
Cardholder Account Summary				
CITY OF VALLEY PARK ##### 2555	Payments & Other Credits \$39.99-	Purchases & Other Charges \$2,291.74	Cash Advances \$0.00	Total Activity \$2,251.75

Cardholder Account Detail						
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount	
07/02	07/03	PBUS03	24692160184100874465991	AMZN Mktp US*MJ4634EL1 Amzn.com/bill WA	\$99.06	✓
07/03	07/05	PBUS03	24692160186100211595987	AMZN Mktp US*MJ00L6GN1 Amzn.com/bill WA	\$36.98	✓
07/08	07/09	PBUS03	24692160190100207532352	AMZN Mktp US*MJ9SF5MT0 Amzn.com/bill WA	\$68.10	✓
07/08	07/10	PBUS03	24717050191151917987348	TLF*WALTER KNOLL FLORIST 314-7528702 MO	\$46.88	✓
07/15	07/16	PBUS03	24692160197100970954455	AMZN Mktp US*MV8C02TG1 Amzn.com/bill WA	\$268.71	✓
07/16	07/17	PBUS03	24692160198100575991000	AMZN Mktp US*MV51N8EV1 Amzn.com/bill WA	\$60.96	✓
07/16	07/17	PBUS03	24692160198100650984524	AMZN Mktp US*MV6JZ3EH1 Amzn.com/bill WA	\$15.82	✓
07/18	07/19	PBUS03	24692160201100350893152	AMZN Mktp US*MV0SQ2FV2 Amzn.com/bill WA	\$74.99	✓
07/20	07/21	PBUS03	24430990202400816046460	MSFT * E0500BQ5PB 800-642-7676 WA	\$12.00	✓
07/22	07/23	PBUS03	24692160204100648987805	AMZN Mktp US*MV6BV1SW1 Amzn.com/bill WA	\$15.99	✓
07/22	07/23	PBUS03	24692160204100478585448	Amazon.com*MV9J66DO1 Amzn.com/bill WA	\$62.49	✓
07/22	07/23	PBUS03	24692160204100485711276	AMZN Mktp US*MV84V9EZ2 Amzn.com/bill WA	\$10.98	✓
07/26	07/27	PBUS03	24692160208100596721343	AMZN Mktp US*MV7Q638B2 Amzn.com/bill WA	\$135.48	✓
07/27	07/27	PBUS03	24431060209083738402849	AMZN MKTP US*MF4R74CE1 AM AMZN.COM/BILL WA	\$420.61	✓
07/27	07/28	PBUS03	24692160210100374664919	AMZN Mktp US*MV7QV0DA2 Amzn.com/bill WA	\$45.99	✓
07/28	07/28	PBUS03	24692160210100465607280	AMZN Mktp US*MF2SL6F51 Amzn.com/bill WA	\$59.97	✓
07/28	07/29	PBUS03	24692160210100577572695	AMZN Mktp US*MV69F47Y0 Amzn.com/bill WA	\$62.86	✓
07/30	07/31	PBUS03	24692160212100231151678	Amazon.com*MV2F04Y30 Amzn.com/bill WA	\$127.88	✓
07/31	07/31	PBUS03	24431060213083751635394	AMAZON.COM*MF9JG6AC1 AMZN AMZN.COM/BILL WA	\$365.99	✓
07/30	07/31	PBUS03	24269750212001218834164	CLB*MMAC Judges Assoc 8664572582 MO	\$300.00	✓
07/30	07/31		74692160212100190367260	CREDIT VOUCHER AMZN Mktp US Amzn.com/bill WA	\$39.99-	✓

**Additional Information About Your Account**  
 MANAGE YOUR CARD ACCOUNT ONLINE. IT'S FREE! IT'S EASY! SIMPLY GO TO [WWW.EZCARDINFO.COM](http://WWW.EZCARDINFO.COM) AND ENROLL IN OUR ONLINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET ALERT NOTIFICATIONS, DOWNLOAD FILES, AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE AND EASY WITH EZCARDINFO. ENROLL TODAY!

Finance Charge Summary / Plan Level Information										
Plan Name	Plan Description	FCM <sup>1</sup>	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance	
<b>Purchases</b>										
PBUS03 001	PURCHASE	E	\$0.00	0.03685%(D)	13.4900%(V)	\$0.00	\$0.00	0.0000%	\$2,231.25	
<b>Cash</b>										
CBUS01 001	CASH	A	\$0.00	0.06418%(D)	23.4900%(V)	\$0.00	\$0.00	0.0000%	\$0.00	
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 31			
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate			
<sup>1</sup> FCM = Finance Charge Method										
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.										





Remit payment and make checks payable to:  
 HOME DEPOT CREDIT SERVICES  
 DEPT. 32 - 2531975765  
 PO BOX 9001043  
 LOUISVILLE, KY 40290-1043

# PAYMENT PAGE

Commercial Account 6035 3225 3197 5765  
 Statement Date 07/13/20

View, manage and pay your account online at  
[myhomedepotaccount.com](http://myhomedepotaccount.com)

Invoices to  
 Be Paid

IMPORTANT:

To ensure accurate posting of your payment, please indicate which invoices you are paying by checking the appropriate box below. To apply a credit to an invoice, write in the invoice number of the debit transaction that you would like to have applied to, in the "Invoice Number" column next to the credit. Please remit entire Payment Page(s) when sending payment.

### CURRENT ACTIVITY

Transaction Date	Invoice #	Original Invoice Amount	Amount Due	Payment Due Date	Check if Paying	Payment Amount (if less than Amount Due)
06/18/20	8604540	\$689.97	\$689.97	08/01/20	<input type="checkbox"/>	\$
06/18/20	8660581	\$229.99	\$229.99	08/01/20	<input type="checkbox"/>	\$



P.O. Box 790420  
 St. Louis, MO 63179

Statement Enclosed

Your Account Number is 6035 3225 3197 5765



For proper credit, please write  
 6035 3225 3197 5765  
 on your check and enclose  
 with this payment coupon.

Statement Date 07/13/20  
 Account Balance \$919.96  
 Check here if paying all invoices

Amount Enclosed: \$

Print address changes on the reverse side.  
 Make Checks Payable to ▼

HOME DEPOT CREDIT SERVICES  
 DEPT. 32 - 2531975765  
 PO BOX 9001043  
 LOUISVILLE, KY 40290-1043



CITY OF VALLEY PARK  
 320 BENTON ST  
 STE A  
 VALLEY PARK, MO 63088-1735

505725



Commercial Account



Remit payment and make checks payable to:  
HOME DEPOT CREDIT SERVICES  
DEPT. 32 - 2531975765  
PO BOX 9001043  
LOUISVILLE, KY 40290-1043

# INVOICE DETAIL

BILL TO:  
Acct: 6035 3225 3197 5765  
CITY OF VALLEY PARK

<b>Amount Due:</b>	<b>Trans Date:</b>	<b>DUE DATE:</b>	<b>Invoice #:</b> 8604540
\$689.97	06/18/20	08/01/20	
PO: JOB1		Store: 8119, HOMEDEPOT.COM, 1-800-430-3376	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
73 IN. H X 77 IN. W X 24 IN. D 4-SHE	10016625140001600003	3.0000 EA	\$229.99	\$689.97

<b>Purchased by:</b> DUSTY HOSNA	<b>SUBTOTAL</b>	\$689.97
<b>Customer #:</b> 00007	<b>TAX</b>	\$0.00
<b>Customer Agreement #:</b> W957797318	<b>TOTAL</b>	\$689.97

BILL TO:  
Acct: 6035 3225 3197 5765  
CITY OF VALLEY PARK

<b>Amount Due:</b>	<b>Trans Date:</b>	<b>DUE DATE:</b>	<b>Invoice #:</b> 8660581
\$229.99	06/18/20	08/01/20	
PO: JOB1		Store: 8119, HOMEDEPOT.COM, 1-800-430-3376	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
73 IN. H X 77 IN. W X 24 IN. D 4-SHE	10016625140001600003	1.0000 EA	\$229.99	\$229.99

<b>Purchased by:</b> DUSTY HOSNA	<b>SUBTOTAL</b>	\$229.99
<b>Customer #:</b> 00007	<b>TAX</b>	\$0.00
<b>Customer Agreement #:</b> W957797318	<b>TOTAL</b>	\$229.99

715765



July 2020 Inspections				
7/1/2020	725 Overlook Circle Apt B	Occupancy	Fail	19
7/1/2020	725 Overlook Circle Apt J	Occupancy		
7/1/2020	732 Overlook Circle Apt H	Occupancy	Re-Inspected	14
7/1/2020	800 Overlook Circle Apt H	Occupancy		
7/1/2020	800 Overlook Circle Apt J	Occupancy	Passed	58
7/1/2020	902 Dogwood Creek Apt C	Occupancy		
7/2/2020	122 Rutherglen	Fail		
7/2/2020	628 Park Commons Apt K	Occupancy		
7/2/2020	684 Park Commons Apt D	Occupancy		
7/2/2020	154 Forest Parkway Apt J	Occupancy		
7/2/2020	138 Forest Parkway Apt C	Occupancy		
7/2/2020	166 Forest Parkway Apt E	Occupancy		
7/2/2020	180 Forest Parkway Apt I	Occupancy		
7/2/2020	400 Leonard	Ground Rough		
7/7/2020	184 Forest Parkway Apt E	Occupancy		
7/7/2020	606 Marshall	Fail		
7/7/2020	808 Overlook Circle Apt C	Occupancy		
7/7/2020	708 Overlook Circle Apt A	Occupancy		
7/7/2020	708 Overlook Circle Apt C	Occupancy		
7/7/2020	702 Overlook Circle Apt F	Occupancy		
7/7/2020	926 Dogwood Creek Apt E	Occupancy		
7/7/2020	1016 Dogwood Creek Apt H	Occupancy		
7/7/2020	212 Vest Apt A	Occupancy		
7/7/2020	146 Rutherglen	Fail		
7/9/2020	739 St. Louis Ave Front	Fail		
7/9/2020	1517 Westwinds Estates	Fail		
7/9/2020	785 Tree Top Ridge	Fail		
7/9/2020	640 Park Commons Apt F	Occupancy		
7/9/2020	777 Eastwind Ct	Fail		
7/10/2020	739 St. Louis Ave Front	Re-Inspection		
7/14/2020	249 Crescent Ave	Commerical Occupancy		
7/14/2020	1474 Parkside Commoms Apt 300	Occupancy		
7/14/2020	1481 Parkside Commoms Apt 301	Occupancy		
7/14/2020	1481 Parkside Commoms Apt 300	Occupancy		
7/14/2020	1485 Parkside Commoms Apt 300	Occupancy		
7/14/2020	1485 Parkside Commoms Apt 201	Occupancy		
7/14/2020	740 Overlook Circle Apt I	Occupancy		
7/14/2020	808 Overlook Circle Apt A	Occupancy		
7/14/2020	652 Park Commons Apt J	Occupancy		
7/14/2020	121 Patricia Hill	Re-Inspection		
7/14/2020	725 Overlook Circle Apt C	Occupancy		
7/14/2020	146 Rutherglen	Re-Inspection		
7/16/2020	437 Bethany	Fail		
7/16/2020	55 Cheryl La Apt A	Fail		
7/16/2020	133 Forest Parkway Apt A	Occupancy		
7/16/2020	133 Forest Parkway Apt H	Occupancy		

7/16/2020	154 Forest Parkway Apt I	Occupancy
7/16/2020	192 Forest Parkway Apt J	Occupancy
7/16/2020	606 Marshall	Re-Inspection
7/16/2020	267 Wynstay	Fail
7/20/2020	267 Wynstay	Re-Inspection
7/20/2020	128 Inverness	Re-Inspection
7/21/2020	133 Forest Parkway Apt I	Occupancy
7/21/2020	161 Forest Parkway Apt H	Occupancy
7/21/2020	949 Wynstay Circle	Fail
7/21/2020	138 Bracadale	Fail
7/21/2020	664 Park Commons Apt F	Occupancy
7/21/2020	656 Park Commons Apt J	Occupancy
7/21/2020	67 Guylyn Place	Re-Inspection
7/22/2020	400 Leonard	framing plumbing Rough
7/22/2020	21 Vance Road	Commercial Fail
7/22/2020	122 Rutherglen	Re-Inspection
7/22/2020	437 Bethany	Re-Inspection
7/23/2020	117 Forest Parkway Apt C	Occupancy
7/23/2020	733 Overlook Circle Apt G	Occupancy
7/23/2020	276 Wynstay	Re-Inspection
7/23/2020	717 Overlook Circle Apt G	Occupancy
7/23/2020	740 Overlook Circle Apt A	Occupancy
7/23/2020	740 Overlook Circle Apt B	Occupancy
7/23/2020	808 Overlook Circle Apt G	Occupancy
7/23/2020	902 Dogwood Creek Apt D	Occupancy
7/23/2020	1016 Dogwood Creek Apt E	Occupancy
7/24/2020	138 Bracadale	Re-Inspection
7/28/2020	55 Cheryl La Apt A	Re-Inspection
7/28/2020	137 Forest Parkway Apt J	Occupancy
7/28/2020	109 Forest Parkway Apt I	Occupancy
7/28/2020	142 Forest Parkway Apt G	Occupancy
7/28/2020	125 Forest Parkway Apt B	Occupancy
7/28/2020	785 Tree Top Ridge	Re-Inspection
7/28/2020	640 Park Commons Apt D	Occupancy
7/28/2020	783 Crescent Woods Dr.	Fail
7/29/2020	1474 Parkside Connons	Occupancy
7/29/2020	777 Eastwind Ct	Re-Inspection
7/29/2020	17 Walker Lane	Deck
7/29/2020	55 Cheryl La Apt D	Occupancy
7/30/2020	132 Glenbarr	Fail
7/30/2020	1553 Glenn Brooke Woods	Fail
7/30/2020	961 Wynstay	Fail
7/30/2020	895 Forest Ave Unit 204	Occupancy
7/30/2020	141 Jefferson Ave	Fail
7/30/2020	153 Crescent Ave	Fail
<b>Total Inspections 91</b>		

# Memo

**To:** Board of Aldermen  
**From:** Dusty Hosna  
**cc:** Mayor Webster  
**Date:** August 13, 2020  
**Re:** Emergency Bid Process – Tree Removal

---

During the recent storms that passed over Valley Park, a large broken sycamore tree was left at the Butterfly Garden on the Meramec Greenway Trail. The tree presents an obvious danger to anyone that might walk near it.

Public Works Director Gerald Martin determined that the tree removal was outside of the abilities of staff to safely remove it due to its large size. Gerald contacted three tree companies and asked them submit bids to have the tree removed as quickly as possible

The following sealed bids were received in the City Clerk's office and opened on August 13, 2020 at 8:15am:

Tree Surgeons - \$1200

Happy Tree - \$1800

Omni Tree - \$1800

Gerald Martin called Tree Surgeons and had them remove the tree on August 14, 2020.