

CITY OF LAKE SAINT LOUIS  
BOARD OF ALDERMEN  
ADMINISTRATIVE/FINANCE/  
PUBLIC WORKS  
JOINT WORK SESSION

OCTOBER 5, 2015

The Board of Aldermen for the City of Lake Saint Louis, Missouri met in an Administrative/Finance/Public Works Joint Work Session on Monday, October 5, 2015, at 5:30 p.m. in the Board Room, 200 Civic Center Drive, Lake Saint Louis, Missouri.

ROLL CALL:

Mayor Schweikert was present and presided over the meeting. Aldermen present were: Mike Potter, Ward II; Gary Turner, Ward I; Karen Vennard, Ward II; John Pellerito, Ward III; Jason Law, Ward III; and Gary Torlina, Ward I. Also present were: Paul Markworth, City Administrator; Donna Daniel, City Clerk; Steve Schertel, Community Development Director; Derek Koestel, Public Works Director; Darren Noelken, Parks and Recreation Director; Mike Force, Police Chief; and Eric Sterman, Assistant City Administrator.

Draft Request for Proposal for Comprehensive Plan Consultant

Paul Markworth, City Administrator, gave a brief power point presentation and answered questions about the draft Request for Proposal (RFP) for a Comprehensive Plan Consultant. Mr. Markworth informed the Board that staff suggests the selection committee should include the City Administrator and the Assistant City Administrator, the Mayor, the Planning and Zoning Commission Chairman and the Community Development Director.

The Board held a general discussion about the RFP. The Board members agreed to contact the City Administrator if there were comments or modifications for the draft RFP. Staff was directed to add Alderman Turner to the selection committee and to proceed with the Request for Proposal as presented.

City Monument Sign at US Bank Property

Darren Noelken, Parks and Recreation Director, said the 2015/2016 budget included funds to rebuild the City "welcome sign" at the intersection of Lake Saint Louis Boulevard and Veterans Memorial Parkway on the US Bank property.

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Staff contacted US Bank and asked for an easement to the site. The Bank's attorney drafted a Sign License Agreement that grants the City the right to enter onto bank property to install, repair and maintain the sign. The term of the license will continue until US Bank sells the property or US Bank terminates the license agreement after giving the City a thirty-day notice.

The Board held a general discussion about the Sign License Agreement. The consensus of the Board was to not move forward with rebuilding the sign and to use those funds to remove trees that are in decline instead and plant new trees along Lake Saint Louis Boulevard in the Uptown District.

### Policy for Early Direct Deposit Wages Owed to Park Department Contractors

Darren Noelken, Parks and Recreation Director, said rescheduling a regular Board of Aldermen meeting can negatively impact Parks and Recreation Department contractors (umpires and recreation teachers) whose checks are not released until after the Board of Aldermen meeting.

Staff proposes a policy allowing the City to direct-deposit the contractors' paychecks in the bank every two (2) weeks instead of waiting for approval of the warrant after the Board of Aldermen meeting. The Board will be notified at the next Board meeting when this occurs.

The Board held a general discussion about the early payments. Staff was directed to prepare a resolution authorizing the early payments for the Board's consideration at the next Board of Aldermen meeting.

### General Discussion

The Board held a general discussion on the following topics:

- Flood Plain Ordinance
- The Meadows Ice Rink
- Development Escrows – Letter of Credit vs. Surety Bonds

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ADJOURNMENT:

There being no further business to come before the Board in the Administrative/Finance/Public Works Joint Work Session, the meeting adjourned at approximately 6:45 pm.

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Donna F. Daniel, City Clerk