

DARDENNE



**CITY OF DARDENNE PRAIRIE
2032 HANLEY ROAD
DARDENNE PRAIRIE, MO 63368**

**BOARD OF ALDERMEN MEETING
WORK SESSION AGENDA
MARCH 18, 2026
6:00 p.m.**

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ITEMS FOR DISCUSSION AND CONSIDERATION

1. RBA – Travel Reimbursement – Ald. Johnson
2. RBA – 10 Acres located at Post Road and Highway N – Ald. Detweiler and Johnson
3. RBA – SRO Officer for Immaculate Conception of Dardenne – City Administrator Pratt
4. RBA – Cleaning Services – City Engineer Davidson
5. Follow up – Travel Policy Update- City Administrator Pratt
6. Review of 03 18 26 Board of Aldermen agenda

STAFF COMMUNICATIONS

1. City Attorney
2. City Engineer
3. City Administrator
4. Aldermen
5. Mayor

CLOSED SESSION

Roll call vote to hold closed session pursuant to RSMo 610.021 section _____
Litigation and Privileged Communications (1)
Real Estate (2)
Personnel (3)
Bid Specs (11)
Audit (17)

RETURN TO REGULAR MEETING AGENDA

ADJOURNMENT

RBA FORM (OFFICE USE ONLY)

MEETING DATE: 03/04/2026

Regular (X) Work Session (X)

ATTACHMENT: YES (X) NO ()

Contract () Ordinance () Other ()

Request for Board Action
By: Alderman Johnson

Ward 3

• **Description:**

Reimbursement for expenses attending the MML Legislation Conference for Alderman Johnson

• **Recommendation:** Staff – Approve () Disapprove ()

• **Summary/Explanation:**

Alderman Johnson has attended the MML Legislative Conference since being elected to the board in 2020, and was reimbursed for expenses.

Alderman Johnson was the elected Director for the St. Charles MML for the city of Dardenne Prairie and is on the MML Legislative Committee.

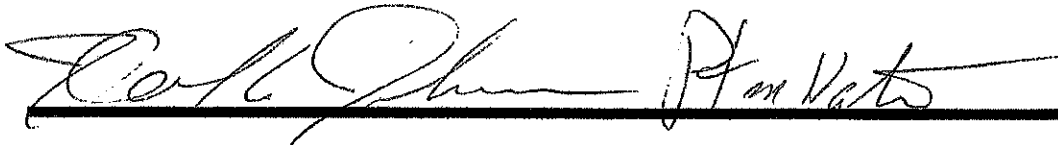
Mayor Widaman, City Administrator Cathy Pratt and Alderman Detweiler attended and was paid for by the city.

• **Budget Impact:** (revenue generated, estimated cost, CIP item, etc.)

There would be no budget impact as this was budgeted for the 2026 fiscal year.

RBA requested by: Mark G Johnson and Bob Walters

Date: 02/26/2026





TRAVEL REIMBURSEMENT REQUEST FORM

Employee Name: Mark Johnson

Purpose of Travel: 2026 MML Legislation Conference

From: 02/17/2026 To: 02/18/2026
 M D Y M D Y

DATE	DESTINATION/ LOCATION	TRANSPORTATION COST (include mileage reimbursement cost to nearest mile)	PARKING/ TOLLS	LODGING COSTS	MEAL COSTS	TOTALS
02/18	Capitol Plaza Jefferson City	225x72.5=163.12		171.13		334.25
TOTAL COSTS						

ATTACH RECEIPT(S) FOR ABOVE EXPENSES

TOTAL AMOUNT DUE TO EMPLOYEE: \$ 334.25

Employee Signature:  **Date:** 02/26/2026

SUPERVISOR USE ONLY

Approved By: _____ **Date:** _____

Comments: _____



Mark Johnson
1381 Stockbridge Drive
Dardenne Prairie 63368
United States

INFORMATION INVOICE

Room No. : 215
Arrival : 02-17-26
Departure : 02-18-26
Page No. : 1 of 1
Folio No. :
Conf. No. : 591928258
Cashier No. : 195
Custom Ref. :

Company Name :
Group Name :
Guest Name :

Date	Description	Charges	Credits
02-17-26	Deposit Transferred at Check In		171.13
02-17-26	Guest Room	149.00	
02-17-26	Lodging Tax	10.43	
02-17-26	State Tax	11.70	
Total Charges		171.13	
Total Credits			171.13
Balance			0.00

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.

Capitol Plaza Hotel & Convention Center | 415 W. McCarty | Jefferson City, MO 65101
Telephone: (573) 635-1234 | Fax: (573) 635-9485
www.capitolplazajeffersoncity.com

RBA FORM (OFFICE USE ONLY)

MEETING DATE: March 18, 2026
Regular () Work Session (X)
ATTACHMENT: YES () NO (X)
Contract () Ordinance () Other ()

Request for Board Action
By: Alderman Detweiler &
Alderman Johnson

- **Description: Discussion on use of 10 acres**

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- **Recommendation: Staff – Approve () Disapprove () No Opinion ()**

- **Summary/Explanation:**

We would like to hold a discussion on the possibility of uses for the 10 acres that would benefit the city in the next year or two until a future plan is decided on..

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- **Budget Impact:** (revenue generated, estimated cost, CIP item, etc.)

RBA requested by: Alderman Detweiler & Alderman Johnson Date: 3/10/26

Cathy Pratt

Request for Board Action
By: Staff (City Administrator)

RBA FORM (OFFICE USE ONLY)

MEETING DATE:

Regular () Work Session (X)

ATTACHMENT: YES (X) NO ()

Contract () Ordinance () Other (X)

Ward: ALL

• **Description:**

Discussion to support the St. Charles County School Resource Officer for private school, ICD (Immaculate Conception of Dardenne) approved in 2026 Budget.

• **Recommendation:** Staff – Approve (X) Disapprove ()

• **Summary/Explanation:**

During the 2026 budget process, funding was approved to support a School Resource Officer (SRO) for private schools on an 80%/20% cost share basis. Immaculate Conception of Dardenne (ICD) has requested the City support funding a SRO. The budget allocation approved for this purpose totals \$21,564.

Based on the finalized cost structure provided by St. Charles County Police Department for the SRO position, the City’s 20% funding share for the officer is \$23,672 for 2026. The approved 2026 budget amount (\$21,564) is \$2,108 less than the calculated 20% cost share (\$23,672). In result, the currently adopted budget does not fully fund a 20% share for the ICD SRO.

To ensure the City fulfills the full 20% funding commitment for the SRO, a budget adjustment will be needed to increase the appropriation and cover the difference.

• **Budget Impact:** (revenue generated, estimated cost, CIP item, etc.)

The City approved \$21,564 in the 2026 budget for a School Resource Officer (SRO) placed in a private school. The City’s 20% share of the total SRO cost is \$23,672, resulting in a shortfall of \$2,108. A budget adjustment will be required to increase the appropriation and fully fund the City’s 20% contribution toward the ICD SRO position.

RBA requested by: Cathy Pratt Date: 3/11/2026

EXHIBIT A

RBA FORM (OFFICE USE ONLY)

MEETING DATE: 3/18/2026

Regular () Work Session (X)

ATTACHMENT: YES (X) NO ()

Contract () Ordinance () Other ()

Request for Board Action

By: Staff

• **Description:**

Proposal Award/Agreement for Bid Form 26-001 – Janitorial & Cleaning Services for City Hall.

• **Recommendation:** **Staff – Approve (X) Disapprove ()**

• **Summary/Explanation:**

The City issued Bid Form 26-001 for Janitorial & Cleaning Services to provide routine cleaning services for City Hall facilities.

The City received three (3) bids in response to the solicitation. The submitted weekly service rates for 2026 are as follows:

- SRB Cleaning Solutions, LLC: \$300 per service
- Green Clean Commercial: \$344 per service
- CitiWide Cleaning Company: \$455 per service

Following review of pricing, proposal documentation, and overall value to the City, SRB Cleaning Solutions, LLC was determined to be the lowest responsible bidder.

Staff recommends awarding the Janitorial & Cleaning Services contract to SRB Cleaning Solutions, LLC utilizing the weekly service rate included in their proposal.

• **Budget Impact:** (revenue generated, estimated cost, CIP item, etc.)

Funding for janitorial services is identified in the FY2026 budget under Property Maintenance & Supplies.

FY2026 Budget Available: \$6,400

FY2026 Budget Requested: \$12,000

The estimated cost is based on the submitted weekly service rate of \$300, with approximately 40 weeks of service remaining in FY2026.

Any expenditures exceeding the currently budgeted amount will be accommodated through future budget adjustments. Actual expenditures will vary depending on service frequency and any additional requested services.

RBA requested by: Matthew Davidson

Date: 3/13/2026

City of Dardenne Prairie

Janitorial & Cleaning Services – Bid Form 26-001

MEMORANDUM

To: Cathy Pratt, City Administrator

From: Joe Morris, Public Works Supervisor

Date: February 19, 2026

Re: Recommendation for Award – Janitorial & Cleaning Services (Bid Form 26-001)

The City received three (3) bids for Janitorial & Cleaning Services under Bid Form 26-001. The bids were submitted by SRB Cleaning Solutions, LLC; Green Clean Commercial; and CitiWide Cleaning Company.

A three-year cost analysis based on the weekly service rates submitted indicates the following projected totals:

- SRB Cleaning Solutions – \$49,179
- Green Clean Commercial – \$54,964
- CitiWide Cleaning Company – \$70,980

SRB Cleaning Solutions submitted the lowest responsible bid and provided clearly defined annual rate adjustments. Their proposal represents an approximate savings of \$5,785 over Green Clean and \$21,801 over CitiWide across the three-year term.

Based on cost efficiency, structured pricing, and overall value to the City, I recommend awarding the Janitorial & Cleaning Services contract to SRB Cleaning Solutions, LLC.

Respectfully submitted,

Joe Morris
Public Works Supervisor

Formal Bid Tabulation Sheet

Weekly Service Rates (Per Service)

Vendor	2026	2027	2028
SRB Cleaning Solutions	\$300.00	\$315.00	\$330.75
Green Clean Commercial	\$344.00	\$353.00	\$360.00
CitiWide Cleaning Company	\$455.00	\$455.00	\$455.00

Three-Year Cost Comparison (Weekly Service – 52 Services/Year)

Vendor	2026	2027	2028	3-Year Total
SRB Cleaning Solutions	\$15,600	\$16,380	\$17,199	\$49,179
Green Clean Commercial	\$17,888	\$18,356	\$18,720	\$54,964
CitiWide Cleaning Company	\$23,660	\$23,660	\$23,660	\$70,980

Score Comparison Table (100 Points Total)

Category	Weight	SRB	Green Clean	CitiWide
Price	50	50	44	30
Escalation Transparency	15	15	15	8
Documentation	15	10	8	15
Regional Presence	10	8	9	10
<u>Submission Completeness</u>	<u>10</u>	<u>9</u>	<u>8</u>	<u>10</u>
TOTAL	100	92	84	73

DARDENNE



**CITY OF DARDENNE PRAIRIE
2032 HANLEY ROAD
DARDENNE PRAIRIE, MO 63368**

**BOARD OF ALDERMEN
AGENDA
MARCH 18, 2026
7:00 p.m.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Widaman
Alderman Detweiler
Alderman Gittemeier
Alderman Johnson
Alderman Nay
Alderman Waters
Alderman Wilson

CONSENT AGENDA

1. Expenditures Report for approval dated - 03 18 26
2. Treasurers Report dated – 03 18 26

ITEMS REMOVED FROM CONSENT AGENDA

PUBLIC COMMENT

PUBLIC HEARING

1. RAWLINGS PERFORMANCE ACADEMIES, LLC (DBA D-BAT) IS REQUESTING A CONDITIONAL USE PERMIT FOR A TRAINING CENTER FOR BASEBALL AND SOFTBALL WITH RETAIL LOCATED AT 1635 TECHNOLOGY DRIVE, SUITE 110
2. PROSPECTS ATHLETIC CLUB, LLC IS REQUESTING A CONDITIONAL USE PERMIT FOR A TRAINING CENTER FOR ATHLETIC DEVELOPMENT OF ALL AGES LOCATED AT 79 HUBBLE DRIVE, SUITE 107 – 110
3. JUST IN TIME LAWN CARE IS REQUESTING A REZONING FROM R-1A TO C-1 WITH A CONDITIONAL USE PERMIT AND AREA PLAN FOR A LANDSCAPING NURSERY LOCATED AT 1306 FEISE ROAD
4. DARDENNE PRAIRIE REALTY, LLC IS REQUESTING A REZONING FROM ND TO R-1D WITH A PLANNED UNIT DEVELOPMENT WITH AN AREA PLAN FOR 11 SINGLE FAMILY RESIDENTIAL UNITS LOCATED ON HIGHWAY N, APPROXIMATELY 875' WEST OF HIGHWAY N AND ARDMORE DRIVE



NEW BUSINESS

1. Resolution 401

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI DECLARING THE INFORMALLY PROJECTED AND NONBINDING TAX LEVY FOR THE YEAR 2026

2. Bill No. 26-07

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING THE CITY ENGINEER TO SUBMIT A FISCAL YEAR 2027–2029 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) APPLICATION WITH THE ST. CHARLES COUNTY ROAD BOARD FOR THE BARATHAVEN BOULEVARD STREET MAINTENANCE PROJECT.

3. Bill No. 26-08

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, APPROVING A CONDITIONAL USE PERMIT FOR CERTAIN REAL PROPERTY LOCATED AT 79 HUBBLE DRIVE, SUITE 107

4. Bill No. 26-09

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, APPROVING A CONDITIONAL USE PERMIT FOR CERTAIN REAL PROPERTY LOCATED AT 1635 TECHNOLOGY DRIVE, SUITE 110

5. Bill No. 26-10

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, APPROVING THE REZONING OF CERTAIN REAL PROPERTY LOCATED AT 7393 HIGHWAY N AND STUMP ROAD FROM “C-2,” GENERAL COMMERCIAL DISTRICT, TO “R-1D,” SINGLE-FAMILY RESIDENTIAL DISTRICT

6. Bill No. 26-11

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, APPROVING THE REZONING OF CERTAIN REAL PROPERTY LOCATED APPROXIMATELY 875 FEET WEST OF HIGHWAY N AND ARDMORE DRIVE, OTHERWISE KNOWN AS “PRAIRIE POINT,” FROM “ND,” NEW DEVELOPMENT DISTRICT, TO “R-1D,” SINGLE-FAMILY RESIDENTIAL DISTRICT, PLANNED UNIT DEVELOPMENT (P.U.D.); AND APPROVING AN AREA PLAN WITH CONDITIONS FOR THE SAME

7. Bill No. 26-12

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, APPROVING A REZONING REQUEST FOR 1306 FEISE ROAD FROM “R-1A” SINGLE-FAMILY RESIDENTIAL, TO “C-1” LOCAL COMMERCIAL

OLD BUSINESS

OFFICER & STAFF COMMUNICATIONS

1. City Attorney
2. City Engineer



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BOARD OF ALDERMEN
AGENDA
MARCH 18, 2026

3. City Administrator
4. Aldermen
5. Mayor

ADJOURNMENT