

DARDENNE



PRAIRIE

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

**BOARD OF ALDERMEN
WORK SESSION AGENDA
SEPTEMBER 3, 2025
6:00 p.m.**

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ITEMS FOR DISCUSSION AND CONSIDERATION

1. Approval of Streiler Planning, LLC Agreement for As-Needed Professional Planning Services (Pratt)
2. Review of 09-03-25 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

DARDENNE



EXHIBIT A

RBA FORM (OFFICE USE ONLY)

MEETING DATE: 09/03/2025

Regular (X) Work Session (X)

ATTACHMENT: YES (X) NO ()

Contract (X) Ordinance (X) Other ()

Request for Board Action
By: Staff

Ward All

- **Description:** Approval of Streiler Planning, LLC Agreement for As-Needed Professional Planning Services

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

• **Summary/Explanation:**

- The City requires professional planner support; however, current workload does not justify a fixed internal schedule (e.g., prior 36 hours/week).
- An on-call contract allows the City to match services to case volume, ensure P&Z/BOA coverage, and maintain continuity.
- The quoted rate is competitive with peer consulting rates; contracting for limited hours meets needs now and preserves flexibility.
- Scope includes development application review, staff reports and presentations, zoning/comp plan administration, coordination with applicants, zoning letters, and related planning tasks per Exhibit A.

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

Expenditures will be on an as-needed basis; no minimum hours are guaranteed. Eligible direct planning costs associated with development applications will be recovered from applicants pursuant to the City’s adopted fee schedule. The FY25 budget includes salary and benefits for this position that can be used to fund other expenses.

RBA requested by: Cathy Pratt CA: _____

DARDENNE



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

**BOARD OF ALDERMEN
MEETING AGENDA
SEPTEMBER 3, 2025
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. Board of Aldermen Minutes – 05-07-25, 07-02-25, 07-16-25, 08-20-25
2. Work Session Summary – 08-20-25
3. Expenditures for Approval – 09-03-25
4. Treasurer's Report – As of July 31, 2025
5. Appointment of Angela Lamb to the BaratHaven Community Improvement District
6. BaratHaven Community Improvement District - 2026 Budget
7. Appointments to Planning & Zoning Commission – Paul Neske & Angela Lamb
8. Records Destruction – September, 2025

ITEMS REMOVED FROM CONSENT AGENDA

PUBLIC COMMENT

NEW BUSINESS

1. **Bill #25-40**

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE CITY AND STREILER PLANNING, LLC FOR PROFESSIONAL PLANNING SERVICES

OLD BUSINESS

1. **Bill #25-39** (Read one time only on 8-20-25)

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AN INTERGOVERNMENTAL COOPERATION AGREEMENT WITH THE CITY OF O'FALLON, MISSOURI, FOR ASPHALT PATH REPAIRS AND SEALING ON FIESE ROAD

OFFICER & STAFF COMMUNICATIONS

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

ADJOURNMENT

The City of Dardenne Prairie Board of Aldermen meeting was called to order at 7:29 p.m. The meeting was opened with the Pledge of Allegiance.

Present at roll call were Mayor Widaman, Aldermen Detweiler, Gittemeier, Johnson, Nay and Waters. Alderman Wilson was absent. Also present were City Clerk Kim Clark, City Administrator Cathy Pratt, City Engineer Matthew Davidson, and City Attorney's John Young and Sara Rutherford.

ELECTION OF ACTING PRESIDENT OF BOARD OF ALDERMEN

Alderman Gittemeier nominated Alderman Detweiler.
Alderman Waters nominated Alderman Johnson.

Mayor Widaman called for a roll call vote for the nomination of Alderman Detweiler as Acting President of the Board of Aldermen with the following results:

Alderman Waters – Nay	Alderman Gittemeier – Aye
Alderman Johnson – Nay	Alderman Nay – Aye
Alderman Detweiler – Aye	Alderman Wilson – Absent

Mayor Widaman declared Alderman Detweiler as Acting President of the Board of Aldermen.

ELECTION OF BOARD OF ALDERMEN REPRESENTATIVE ON PLANNING & ZONING

Alderman Gittemeier nominated Alderman Detweiler.

With no additional nominations, Mayor Widaman declared Alderman Detweiler the Board of Alderman representative on Planning & Zoning.

A motion was made by Alderman Johnson, seconded by Alderman Gittemeier to approve the consent agenda. Motion passed unanimously.

CONSENT AGENDA

1. Board of Aldermen Special Meeting Minutes – 04-23-25
2. Expenditures for Approval – 05-07-25
3. Treasurer's Report as of February 28, 2025
4. Treasurer's Report as of March 31, 2025
5. Temporary Use Permit – Fireworks Stand – 7839 Highway N
6. Temporary Use Permit – Fireworks Stand – 7407 South Outer 364

PUBLIC COMMENT – The following individual was in attendance to speak:
Matt Wade

NEW BUSINESS

A motion was made by Alderman Nay, seconded by Alderman Detweiler to amend Resolution #393 by adding June 11, 2025 in Section Three and accepting as amended. Motion passed

unanimously.

Resolution #393

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE REFERRING TO THE PLANNING AND ZONING COMMISSION CONSIDERATION OF A MORATORIUM ON THE ACCEPTANCE AND REVIEW OF APPLICATIONS FOR THE REZONING OF PROPERTY FOR THE PURPOSE OF CONSTRUCTING MULTIPLE-FAMILY DWELLINGS IN THE CITY PENDING THE COMMISSION'S STUDY AND REVIEW OF POLICIES, REGULATIONS AND STANDARDS PERTAINING THERETO; AND DIRECTING THE PLANNING AND DEVELOPMENT MANAGER TO SCHEDULE A PUBLIC HEARING BEFORE THE PLANNING AND ZONING COMMISSION TO CONSIDER THE SAME

OLD BUSINESS

A motion was made by Alderman Johnson, seconded by Alderman Detweiler to amend the dates in Section 1 and read Bill #25-23 for the second time by title only. Motion passed unanimously.

Bill 25-23

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, APPROVING AN AMENDED P.U.D. FINAL PLAN FOR A CERTAIN DEVELOPMENT COMMONLY KNOWN AS THE "DARDENNE CREEK CAMPUS" OF ST. CHARLES COMMUNITY COLLEGE

A motion was made by Alderman Johnson, seconded by Alderman Gittlemeier to put amended Bill #25-23 to final vote. Roll call was as follows:

Alderman Nay – Aye	Alderman Johnson – Aye
Alderman Detweiler – Aye	Alderman Wilson – Absent
Alderman Waters – Aye	Alderman Gittlemeier - Aye

Mayor Widaman declared Bill #25-23 passed and designated it to be Ordinance #2360.

OFFICER & STAFF COMMUNICATIONS

Alderman Gittlemeier mentioned a traffic issue at Prairie View Elementary School during bad weather.

Mayor Widaman thanked everyone for coming out.

ADJOURNMENT

A motion was made by Alderman Gittlemeier, seconded by Alderman Waters to adjourn the meeting at 7:55 p.m. Motion passed unanimously.

Respectfully submitted,

Kim Clark, City Clerk

The City of Dardenne Prairie Board of Aldermen meeting was called to order at 7:01 p.m. The meeting was opened with the Pledge of Allegiance.

Present at roll call were Mayor Widaman, Aldermen Detweiler, Gittemeier, Johnson, Nay (via video), Waters and Wilson. Also present were City Clerk Kim Clark, City Administrator Cathy Pratt (via video), City Engineer Matt Davidson and City Attorney Brad Pryor.

A motion was made by Alderman Johnson, seconded by Alderman Waters to approve the consent agenda. Motion passed unanimously.

CONSENT AGENDA

1. Board of Aldermen Minutes – 06-18-25
2. Work Session Summary – 06-18-25
3. Expenditures for Approval – 07-02-25
4. Treasurer’s Report as of April 30, 2025
5. Treasurer’s Report as of May 31, 2025

PUBLIC COMMENT – The following individuals were in attendance to speak:

1. Paul Burke
2. Rich Lindermann
3. Andy McKean
4. Arnie Dienoff
5. Gary Plamp
6. Gregory Johnson

NEW BUSINESS

A motion was made by Alderman Johnson, seconded by Alderman Gittemeier to approve Resolution #395. Motion passed unanimously. Roll call was as follows:

- | | |
|------------------------|---------------------------|
| Alderman Wilson – Aye | Alderman Detweiler – Aye |
| Alderman Waters – Aye | Alderman Gittemeier – Aye |
| Alderman Johnson – Aye | Alderman Nay – Aye |

Resolution #395

A RESOLUTION OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, SUPPORTING THE COMMEMORATION AND CELEBRATION OF THE 250TH ANNIVERSARY OF AMERICAN INDEPENDENCE ON JULY 4, 2026

OLD BUSINESS

A motion was made by Alderman Johnson, seconded by Alderman Gittemeier to read Bill #25-20 for the first time by title only. Motion passed unanimously.

Bill #25-20 (Postponed from the 04-16-25 meeting)

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AMENDING SCHEDULE III OF TITLE III OF THE MUNICIPAL CODE AND PROHIBITING PARKING, STOPPING OR STANDING FOR THE PURPOSE OF DROPPING OFF OR PICKING UP SCHOOL CHILDREN ON EXPEDITION COURT WITHIN THE CITY

A motion was made by Alderman Gittemeier, seconded by Alderman Wilson to read Bill #25-32 for the second time by title only. Motion passed unanimously.

Bill #25-32 (Read one time only on 6-18-25)

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, IMPOSING A TEMPORARY MORATORIUM ON THE DEVELOPMENT OF CERTAIN PROPERTY DURING THE PENDENCY OF A STUDY OF REVIEW OF REGULATIONS AND STANDARDS FOR DEVELOPMENT OF SUCH PROPERTIES; AND OTHER MATTERS RELATING THERETO

A motion was made by Alderman Johnson, seconded by Alderman Wilson to put Bill #25-32 to final vote. Roll call was as follows:

Alderman Johnson – Aye	Alderman Waters – Aye
Alderman Gittemeier – Aye	Alderman Wilson – Aye
Alderman Nay – Aye	Alderman Detweiler – Aye

Mayor Widaman declared Bill #25-32 passed and designated it to be Ordinance #2370.

OFFICER & STAFF COMMUNICATIONS

Alderman Johnson mentioned the opening of Sugar Shack located next to Pub N Grub. He also mentioned the grand opening of The Butcher Shop located in The Prairie.

Alderman Wilson mentioned the back to school fair will be held on July 31st.

Mayor Widaman read the following prepared remarks:

I'm approaching 90 days in my term here as mayor, and one of the things that I want to do is to try to bring about a new standard, and to help increase transparency of what's going on in the city from the desk of the mayor, so to speak. I have some prepared remarks I'm going to read, and I'm going to do this every quarter, and at the same time, it's going to kind of just let you guys know what's going on, and we'll also post it to the website and different things like that. So as I mark my first 90 days as Mayor of Dardenne Prairie, I want to take a moment to reflect on the progress we've made, and thank those who helped us get here. First and foremost, I want to express my gratitude to the Board of Aldermen for their continued support, to the City Administrator Cathy for steady leadership and to our hardworking city staff who keep the city running every single day. The teamwork and professionalism across our organization has been outstanding. I really do just sincerely thank the board. It's a really great board. I'm really happy to be working with you. You all, and very excited that we have this team that we put together that the city self put together with them. So the past three months, we've taken some important steps, the first of which is we've enacted a moratorium, temporary moratorium on new multifamily housing that gives us time to assess long term impacts on traffic, schools and infrastructure, while making sure our future growth lies with the value of our residents, we also stabilize city leadership. I'm

proud to have recommend Miss Cathy Pratt for permanent appointment as city administrator, and I'm very grateful for the board unanimous approval for that recommendation. Cathy's three decades of experience in city government have already made a very meaningful difference in how our city runs and operates. We're moving forward on IT modernization as well. With the board's full support, we've begun hiring our first full time IT manager. This role will help us transition to cloud based systems, reduce our reliance on paper and streamline operations across City Hall. Once that position is filled, we'll begin a third review of our internal workflows as well to see where we can continue to make more efficient, make things more efficient and responsive, and notably, as many of those who were commenting, we fixed the audio visual in the boardroom here so it's a little bit clearer. We'll continue to polish it up and try to make it not so squeaky for some of the folks. So transparency has been and will continue to be a top priority. In recent months, it became clear that our Sunshine Law response process was in need of serious reform. The city previously relied on an honor system when fulfilling records requests, but in two recent cases, elected officials failed to submit all required documents, which understandably undermine public trust. We are now moving to a standardized IT supported records management system that will ensure timely, consistent and accurate responses. Moving forward, we're also working to build stronger partnerships, not just with local businesses, but with academic institutions as well. In recent weeks, we've started engaging with area colleges and universities to create internship opportunities at City Hall. This will give students valuable experience in public service, while helping strengthen our local talent pipeline. And finally, Dardenne Prairie has joined the American 250 the St Charles County initiative to help celebrate the 250th anniversary of our nation's founding in 2026 planning is underway. We're inviting residents, civic organizations and local groups to partner with us in making this a celebration that reflects the spirit and history of our community. These efforts mark the beginning of a new chapter for our city. It's an item establishing a new standard, which I just spoke about, which is this update is the first of a series of quarterly reports from the mayor's desk. It's one more way that we're committed to transparency, keeping everybody, our residents and you all informed. Thank you again, to the board, to Cathy and our city staff. It's been a productive 90 days, and I look forward to what we'll accomplish together in the months ahead. Thank you so much.

ADJOURNMENT

A motion was made by Alderman Johnson, seconded by Alderman Gittemeier to adjourn the meeting at 7:36 p.m. Motion passed unanimously.

Respectfully submitted,

Kim Clark, City Clerk

The City of Dardenne Prairie Board of Aldermen meeting was called to order at 7:00 p.m. The meeting was opened with the Pledge of Allegiance.

Present at roll call were Aldermen Detweiler, Gittemeier, Johnson, Nay, Waters and Wilson (via video). Mayor Widaman was absent. Also present were City Clerk Kim Clark, City Administrator Cathy Pratt (via video), City Engineer Matt Davidson and City Attorney John Young.

A motion was made by Alderman Johnson, seconded by Alderman Gittemeier to approve the consent agenda. Motion passed unanimously.

CONSENT AGENDA

1. Expenditures for Approval -- 07-16-25
2. Records Destruction

PUBLIC COMMENT – The following individual was in attendance to speak:

1. Cheryl Bratton

OLD BUSINESS

A motion was made by Alderman Gittemeier, seconded by Alderman Johnson to read Bill #25-20 for the second time by title only. Motion passed unanimously.

Bill #25-20 (Read one time only on 07-02-25)

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AMENDING SCHEDULE III OF TITLE III OF THE MUNICIPAL CODE AND PROHIBITING PARKING, STOPPING OR STANDING FOR THE PURPOSE OF DROPPING OFF OR PICKING UP SCHOOL CHILDREN ON EXPEDITION COURT WITHIN THE CITY

A motion was made by Alderman Johnson, seconded by Alderman Gittemeier to put Bill #25-20 to final vote. Roll call was as follows:

Alderman Waters – Aye	Alderman Gittemeier – Aye
Alderman Johnson – Aye	Alderman Nay – Aye
Alderman Detweiler – Aye	Alderman Wilson – Aye

Board President Detweiler declared Bill #25-20 passed and designated it to be Ordinance #2371.

OFFICER & STAFF COMMUNICATIONS

City Administrator Pratt introduced St. Charles County Police Captain Hunt who provided an update on the 2025 fireworks season. Mrs. Pratt also mentioned the Well Hungarians will be playing on Friday, July 18th, the back to school fair will be held on July 31st. She also mentioned bingo is held the first Friday of every month and shared a nice compliment received from a resident regarding bingo. She thanked Nichole and the entire staff that assisted with the event.

Aldermen Wilson thanked the St. Charles County Police for calling bingo. He also requested an update from the city engineer on the grass going up the bridge over Highway 40.

Alderman Gittemeier mentioned the Cora Marie sign is still misspelled.

ADJOURNMENT

A motion was made by Alderman Gittemeier, seconded by Alderman Johnson to adjourn the meeting at 7:32 p.m. Motion passed unanimously.

Respectfully submitted,

Kim Clark, City Clerk

The City of Dardenne Prairie Board of Aldermen meeting was called to order at 7:31 p.m. The meeting was opened with the Pledge of Allegiance.

Present at roll call were Mayor Widaman, Aldermen Detweiler, Gittemeier, Johnson, Nay, Waters and Wilson. Also present were City Clerk Kim Clark, City Administrator Cathy Pratt (via video), City Engineer Matt Davidson and City Attorney Brad Pryor.

A motion was made by Alderman Johnson, seconded by Alderman Wilson to approve the consent agenda. Motion passed unanimously.

CONSENT AGENDA

1. Board of Aldermen Minutes – 08-06-25
2. Work Session Summary – 08-06-25
3. Expenditures for Approval – 08-20-25
4. Escrow Release – Prairie Encore – Site Improvements – Partial Release - \$407,277.20
5. Escrow Release – Prairie Encore – Land Disturbance – Partial Release - \$17,762.50
6. Escrow Release – Prairie Encore – ROW Improvements – Full Release - \$215,801.25
7. Change Order – Oates Associates, Inc. – Stoney Brook Drive - \$7,500.00

PUBLIC COMMENT – The following individual was in attendance to speak:
Melissa Vo

PUBLIC HEARING

A motion was made by Alderman Johnson, seconded by Alderman Gittemeier to open the public hearing. Motion passed unanimously.

1. STILLWATER GROVE CUP, SITE PLAN & REZONING REQUEST– “R1-A” TO “R1-D, CUP TO ALLOW SINGLE FAMILY ATTACHED DWELLINGS.

A motion was made by Alderman Johnson, seconded by Alderman Wilson to postpone the public hearing until September 17, 2025. Motion passed unanimously.

NEW BUSINESS

A motion was made by Alderman Gittemeier, seconded by Alderman Johnson to read Bill #25-38 for the first time by title only. Motion passed unanimously.

Alderman Detweiler clarified this plat would not fall under the moratorium due to the final plan being previously approved prior to the moratorium being enacted.

Bill #25-38

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, APPROVING A RECORD PLAT FOR THE DEVELOPMENT COMMONLY KNOWN AS DARDENNE VIEW APARTMENTS LOCATED ALONG TECHNOLOGY DRIVE IN THE CITY

A motion was made by Alderman Wilson, seconded by Alderman Gittemeier to read Bill #25-38 for the second time by title only. Motion passed unanimously.

A motion was made by Alderman Johnson, seconded by Alderman Wilson to put Bill #25-38 to final vote. Roll call was as follows:

Alderman Waters – Aye	Alderman Gittemeier – Aye
Alderman Johnson – Aye	Alderman Nay – Aye
Alderman Detweiler – Aye	Alderman Wilson – Aye

Mayor Widaman declared Bill #25-38 passed and designated it to be Ordinance #2374.

A motion was made by Alderman Gittemeier, seconded by Alderman Detweiler to read Bill #25-39 for the first time by title only. Motion passed unanimously.

Bill #25-39

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AN INTERGOVERNMENTAL COOPERATION AGREEMENT WITH THE CITY OF O’FALLON, MISSOURI, FOR ASPHALT PATH REPAIRS AND SEALING ON FIESE ROAD

OLD BUSINESS

A motion was made by Alderman Detweiler, seconded by Alderman Gittemeier to read Bill #25-36 for the second time by title only. Motion passed unanimously.

Bill #25-36 (Read one time only on 8-6-25)

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING THE CITY ADMINISTRATOR TO ACCEPT THE PROPOSAL FROM SCHARF CONSTRUCTION CO., LLC FOR SNOW AND ICE REMOVAL SERVICES FOR THE WINTER SEASON OF 2025-2026.

A motion was made by Alderman Johnson, seconded by Alderman Wilson to put Bill #25-36 to final vote. Roll call was as follows:

Alderman Nay – Aye	Alderman Johnson – Aye
Alderman Detweiler – Aye	Alderman Wilson – Aye
Alderman Waters – Aye	Alderman Gittemeier - Aye

Mayor Widaman declared Bill #25-36 passed and designated it to be Ordinance #2375.

OFFICER & STAFF COMMUNICATIONS

City Administrator Pratt addressed the public comment regarding Expedition Court. She shared that there was a very thoughtful process on the wording on those signs in consideration for the residents, the city wanted to make sure it would not disrupt them or their guests for the use of the parking areas near their property. She stated it’s specific to dropping off school children and picking them up. It should not interfere with the

residents living there in any way. She also mentioned the police officers are not going to be issuing tickets. Their approach is going to be to share with an individual what the parking restrictions are. She also mentioned that the safety concerns related to Expedition Court and children in that area crossing over to the other side of the street have been discussed in quite a bit of detail since last October. She stated a grant application for funding was submitted for safety improvements at all of the schools, but was not received, but the city would be reapplying and working towards getting grant support for making safety improvements for all of the schools.

Alderman Detwiler also addressed the concerns of Expedition Court. She stated she had been requested to attend a meeting with Fort Zumwalt School District, the principal at Osmond, the Transportation Director for Fort Zumwalt, the resource officer and the city engineer regarding the pickup and drop off and the lack of a crosswalk. She also has concerns with installing a stop sign due to its proximity to the corner.

Alderman Wilson mentioned he witnessed a resident cleaning up the grass along 364 and wanted to thank that resident and make sure the city does something in the future.

Alderman Johnson requested the Mayor schedule meetings with state elected officials. Mayor Widaman also stated a lot of thought and process went into the Expedition Court signage. He stated safety around the schools is a high priority of his. He also took the opportunity to thank the St. Charles County Police Department for showing up and providing safety and thanked everyone else for coming in and listening in and participating.

ADJOURNMENT

A motion was made by Alderman Gittemeier, seconded by Alderman Wilson to adjourn the meeting at 8:05 p.m. Motion passed unanimously.

Respectfully submitted,

Kim Clark, City Clerk

WORK SESSION SUMMARY

AUGUST 20, 2025

The City of Dardenne Prairie Work Session was called to order at 6:00 p.m.

The meeting was held at Dardenne Prairie City Hall located at 2032 Hanley Road.

The following were in attendance: Mayor Widaman, Aldermen Detweiler, Gittemeier, Johnson, Nay, Waters and Wilson. Also present were City Clerk Kim Clark, City Administrator Cathy Pratt (via video), City Engineer Matt Davidson and City Attorney Brad Pryor.

The meeting was opened with the Pledge of Allegiance.

ITEMS FOR DISCUSSION AND CONSIDERATION

1. Intergovernmental Cooperation Agreement with the City of O'Fallon for path maintenance on Fiese Road. (Davidson)
2. Review of 08-20-25 Board of Aldermen agenda

STAFF COMMUNICATIONS

City Engineer Matt Davidson stated about 95% of the paving on the Town Square Avenue project is complete and they will be finishing up with curb, gutter and striping. City Administrator Pratt stated she has kicked off the 2026 budget, 2026- 2028 capital plan internally with staff with the goal to have a draft budget and CIP available to the board mid October. The board is welcome and encouraged to submit any budget line items or capital suggestions. She also mentioned she is looking to schedule a work session with the board to review both on Thursday, October 30, and will send out the schedule to the board.

A motion was made by Alderman Detweiler, Seconded by Alderman Johnson to hold a closed session pursuant to RSMo 610.021 section (1) Litigation and Privileged Communications, (2) Real Estate and (3) Personnel. Motion passed unanimously. Roll call was as follows:

Alderman Johnson – Aye	Alderman Gittemeier – Aye
Alderman Wilson – Aye	Alderman Nay – Aye
Alderman Waters – Aye	Alderman Detweiler – Aye

CLOSED SESSION

RETURN TO REGULAR MEETING AGENDA

ADJOURNMENT

A motion was made by Alderman Wilson, seconded by Alderman Detweiler to adjourn the meeting at 7:28 p.m. Motion passed unanimously.

Respectfully submitted,

Kim Clark, City Clerk

**EXPENDITURES FOR APPROVAL
9/3/2025**

1	Charlies Farm & Home	Pole Saw Repair	324.00
2	Cuivre River Electric	Light on Weldon Spring	43.75
3	Cuivre River Electric	Henke/Feise Rd. Traffic Signals	73.00
4	Cuivre River Electric	Light at Georgetown Park	27.10
5	Cuivre River Electric	Lights at St. Williams Apts.	41.55
6	Cuivre River Electric	Hanley Rd. Traffic Signal	81.00
7	Extreme Electrical	Pickelball Courts Light Repair	400.00
8	First Bank	Credit Card Charges	4,367.24
9	Insurance: Anthem	Health - September, 2025	23,231.04
10	Jonathan Fuchs	Prosecuting Attorney: August & September, 2025	2,200.00
11	Kumara Vadivelu - Condos at Town Center	Partial Escrow Release	9,575.00
12	Mark Byrne	Municipal Judge: August & September, 2025	1,000.00
13	Martin Trophy	Memorial Plaque	120.00
14	MOCCFOA	Monthly Luncheon: Clark	20.00
15	Oates Associates, Inc.	Stoneybrook Culvert	5,500.00
16	O'Fallon Sewer Service	Portable Toilets at Cricket Field to 10/25/25	230.00
17	Parks: O'Fallon Sewer Service	8/15 Portable Toilet Rentals	250.00
18	Parks: Proactive Print Services	Pole Banners	110.00
19	Payroll	08-29-25 Payroll	44,763.94
20	Rafael Saloma Gonzalez	Interpreter for Court	281.30
21	St. Charles County Finance	1st & 2nd Quarter: Public Works	350,000.00
22	St. Louis Post Dispatch	RFP Notice: Snow Removal	521.34
23	Superior Elevator Inspections, Inc.	Annual Elevator Inspection	290.00
24	Sydenstricker Nobbe	John Deere Gator Repair	1,250.25
			444,376.51

Approved by Board of Aldermen 9/3/25

Mayor Keith Widaman

TREASURER'S REPORT

As of July 31, 2025

General Fund	3,189,753.84
General Fund (Invested)	1,339,960.26
Special Revenue Fund	2,238,293.79
Special Revenue Fund (Invested)	323,913.98
Parks & Storm Water Fund	452,774.28
Parks & Storm Water Fund (Invested)	1,132,222.12
Parks & Storm Water Umpire Fund	64.09
Capital Improvement Sales Tax Fund	970,687.34
Capital Improvement Sales Tax Fund (Invested)	487,347.78
Transportation Fund	777,964.87
Transportation Fund (Invested)	0.00
Escrow/Bond Account	119,685.77
Petty Cash	100.00
Cash Drawer	200.00
TOTAL	11,032,968.12

Municipal Court	25,480.28
-----------------	-----------

Respectfully submitted,



Kim Clark
City Clerk/Treasurer



August 26, 2025

VIA EMAIL

Keith Widaman
Mayor
City of Dardenne Prairie
2032 Hanley Road
Dardenne Prairie, MO 63368
mayorwidaman@dardenneprairie.org

Re: BaratHaven Community Improvement District (the "District")

Honorable Mayor Widaman:

Pursuant to the Community Improvement District Act, Sections 67.1401 to 67.1571 of the Revised Statutes of Missouri, as amended (the "CID Act"), the BaratHaven Community Improvement District (the "District") was formed by the passage of Ordinance No. 992 (the "Ordinance"), on February 15, 2006, by the City of Dardenne Prairie, Missouri (the "City").

The District respectfully requests the appointment of Angela Lamb as interim director to complete the term previously held by Ed Etzkorn, expiring February 15, 2028, be made by you as Mayor and, at their next meeting, approved by the Board of Aldermen.

If you have any questions, please call me at (314) 552-6634.

Sincerely,

A handwritten signature in cursive script that reads "Linda AuBuchon".

Linda K. AuBuchon
Paralegal

LKA:

cc: Kim Clark; cityclerk@dardenneprairie.org via email
Cathy Pratt; cityadministrator@dardenneprairie.org via email
Robert D. Klahr; rklahr@atllp.com via email
Tari Rader; trader@atllp.com via email

RESOLUTION NO. 25-003

A RESOLUTION OF THE BARATHAVEN COMMUNITY IMPROVEMENT DISTRICT AMENDING THE BUDGET OF THE DISTRICT FOR THE FISCAL YEAR ENDING DECEMBER 31, 2025; APPROVING THE PROPOSED BUDGET OF THE DISTRICT FOR THE FISCAL YEAR ENDING DECEMBER 31, 2026 WITH INSTRUCTIONS TO FORWARD SAME TO THE CITY OF DARDENNE PRAIRIE, MISSOURI IN COMPLIANCE WITH THE COMMUNITY IMPROVEMENT DISTRICT ACT; AND AUTHORIZING CERTAIN ACTIONS IN CONNECTION THEREWITH

WHEREAS, the BaratHaven Community Improvement District (the “*District*”) is a political subdivision of the State of Missouri organized under the Community Improvement District Act, Sections 67.1401 to 67.1571 of the Revised Statutes of Missouri, as amended (the “*CID Act*”); and

WHEREAS, Section 67.010 of the Revised Statutes of Missouri, as amended, requires each political subdivision of the State of Missouri to prepare an annual budget prior to the beginning of the ensuing fiscal year; and

WHEREAS, Section 67.030 of the Revised Statutes of Missouri, as amended, allows each political subdivision to revise, alter, increase or decrease the items contained in the budget; provided, that in no event shall the total authorized expenditures from any fund exceed the estimated revenues to be received plus any unencumbered balance or less any deficit estimated for the beginning of the budget year; and

WHEREAS, Section 67.1471 of the CID Act requires that the District shall submit the proposed annual budget prior to the beginning of each fiscal year to the Board of Aldermen of the City of Dardenne Prairie, Missouri (the “*City*”).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BARATHAVEN COMMUNITY IMPROVEMENT DISTRICT, AS FOLLOWS:

Section 1. Amendment of Budget for Fiscal Year 2025. The budget of the District for the fiscal year ending December 31, 2025, is hereby amended as set forth on **Exhibit A**, attached hereto and incorporated herein by reference.

Section 2. Approval of Proposed Budget for Fiscal Year 2026 The proposed budget of the District for the fiscal year ending December 31, 2026, is hereby approved as set forth on **Exhibit A**, attached hereto and incorporated herein by reference.

Section 3. Transmittal of Budget to the City. The District shall submit a copy of the proposed budget referenced in Section 2 of this Resolution to the City’s Board of Aldermen pursuant to the CID Act. The City’s Board of Aldermen may review and comment in accordance with the CID Act. If the District does not receive written comments from the City’s Board of Aldermen on or before the date that is the later of 60 days prior to the first day of the fiscal year ending December 31, 2026, or 30 days after submission of the budget to the City’s Board of Aldermen, the proposed budget shall become the final budget.

Section 4. District Officers to Execute Resolution. The Chair or Vice Chair of the Board of Directors of the District is hereby authorized and directed to execute this Resolution for and on behalf

of and as the act and deed of the District and the Secretary or Assistant Secretary of the District is hereby authorized and directed to attest to this Resolution.

Section 5. Further Authority. All actions heretofore taken by the authorized officials, officers, representatives, agents and employees of the District in connection with the transactions contemplated by this Resolution are hereby confirmed and approved, and the District shall, and the officials, officers, representatives, agents and employees of the District are hereby authorized and directed to, take such further action, and execute and deliver such other documents and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution.

Section 6. Severability. The sections, paragraphs, sentences, clauses and phrases of this Resolution shall be severable. In the event that any such section, paragraph, sentence, clause or phrase of this Resolution is found by a court of competent jurisdiction to be invalid, the remaining portions of this Resolution are valid, unless the court finds the valid portions of this Resolution are so essential to and inseparably connected with and dependent upon the void portion that it cannot be presumed that the District has enacted the valid portions without the void ones, or unless the court finds that the valid portions, standing alone, are incomplete and are incapable of being executed in accordance with the legislative intent.

Section 7. Governing Law. This Resolution shall be governed exclusively by and construed in accordance with the applicable laws of the State of Missouri.

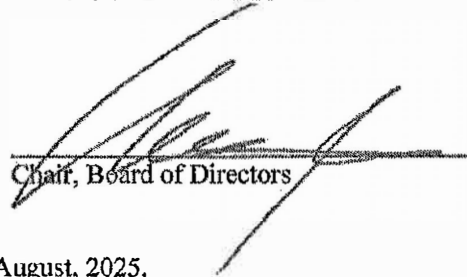
Section 8. Effective Date. This Resolution shall take effect and be in full force upon its passage by the District's Board of Directors.

Passed this 19th day of August, 2025.

I, the undersigned, Chair of the BaraHaven Community Improvement District, hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the District at a meeting held, after proper notice, on August 19, 2025.



**BARATHAVEN COMMUNITY
IMPROVEMENT DISTRICT**


Chair, Board of Directors

WITNESS my hand and official seal this 19th day of August, 2025.

ATTEST:



Assistant Secretary, Board of Directors

EXHIBIT A

**BARATHAVEN
COMMUNITY IMPROVEMENT DISTRICT**

PROPOSED BUDGET FOR FISCAL YEAR ENDING DECEMBER 31, 2026

AND

AMENDED BUDGET FOR FISCAL YEAR ENDING DECEMBER 31, 2025

William Laskowsky, Chair/Director

Andrew Burchett, Assistant
Treasurer/Director

Craig Stankovich, Vice
Chair/Treasurer/Secretary/Director

EJ Sansone, Director

Robert Klahr, Executive Director/Assistant Secretary

**BUDGET MESSAGE
BY EXECUTIVE DIRECTOR**

The City of Dardenne Prairie, Missouri (the "**City**"), and Creek Valley, LLC ("**Creek Valley**"), and Barathaven Development, LLC ("**Barathaven**") and, together with Creek Valley, the "**Developer**"), and Barat Academy (the "**Academy**") entered into a First Amended and Restated Annexation Agreement dated as of December 1, 2007 (as modified or amended from time to time, the "**Annexation Agreement**"), to provide for certain transportation-related improvements and other public improvements within the City. Pursuant to the Annexation Agreement, the Developer agreed to create the BaratHaven Transportation Development District (the "**TDD**") for the purpose of financing such transportation-related improvements pursuant to the Missouri Transportation Development District Act, Sections 238.200 to 238.280 of the Revised Statutes of Missouri, as amended, and agreed to create the BaratHaven Community Improvement District (the "**CID**") for the purpose of financing such public improvements pursuant to the Community Improvement District Act, Sections 67.1401 to 67.1571 of the Revised Statutes of Missouri, as amended (the "**CID Act**").

On January 17, 2006, a Petition for the Creation of a Community Improvement District (the "**Petition**") was filed with the Clerk of the City pursuant to the CID Act. On February 15, 2006, the City held a public hearing regarding creation of the CID, at which public hearing notice of the contents of the Petition was given. On February 15, 2006, the City's Board of Alderman adopted Ordinance No. 992 establishing the CID as a political subdivision of the State of Missouri pursuant to the CID Act.

On February 17, 2006, pursuant to the CID Act, the CID adopted Resolution No. 06-004 authorizing the District to impose a property tax ("**CID Property Tax**") at the rate of not less than \$0.8555 and not more than \$1.00 per \$100.00 assessed valuation on all real property within the CID boundaries. On May 2, 2006 the qualified voters of the CID approved the CID Property Tax at a mail-in election held in accordance with Section 67.1551 of the CID Act.

Pursuant to the Annexation Agreement, the Developer has undertaken the construction of the Transportation Project (as defined in the Annexation Agreement) and other public improvements described in the Petition (collectively, the Transportation Project and such other public improvements are defined as the "**Public Improvements**") and has submitted Certificates of Reimbursable Project Costs (as defined in the Annexation Agreement) accompanied by itemized invoices, receipts and other information to allow the CID to confirm that the amounts advanced by the Developer constitute Reimbursable Project Costs, as defined in the Annexation Agreement.

As reimbursement of the Developer for such Reimbursable Project Costs related to the Transportation Project, the TDD has authorized the issuance of its Not to Exceed \$4,215,000 BaratHaven Transportation Development District (Dardenne Prairie, St. Charles County, Missouri) Special Revenue Notes, Series 2006 (the "**TDD Notes**"), which TDD Notes are secured by a Trust Indenture dated as of August 1, 2006, as supplemented by that First Supplemental Trust Indenture dated as of November 1, 2017 (as supplemented, the "**TDD Indenture**"), between the TDD and UMB Bank, N.A., as trustee.

As reimbursement of the Developer for those Reimbursable Project Costs that are not related to the Transportation Project, the CID has authorized the issuance of its Not to Exceed \$4,215,000 (less the principal amount of the TDD Notes) BaratHaven Community Improvement District (Dardenne Prairie, St. Charles County, Missouri) Taxable Special Revenue Notes, Series 2006 (the "**CID Notes**"), which CID Notes are secured by a Trust Indenture dated as of December 1, 2006, as supplemented by that First Supplemental Trust Indenture dated as of November 1, 2017 (as supplemented, the "**CID Indenture**"), between the CID and UMB Bank, N.A., as trustee.

Pursuant to the Annexation Agreement, the Academy has undertaken the construction of the Additional Transportation Project (as defined in the Annexation Agreement) and other public improvements

on real property owned by the Academy and/or GRG (as defined in the Annexation Agreement) and described in the Petition (collectively, the Additional Transportation Project and such other public improvements are defined as the "**Academy Public Improvements**") and has submitted a Certificate of Reimbursable Project Costs accompanied by itemized invoices, receipts and other information to allow the CID to confirm that the amounts advanced by the Academy constitute Reimbursable Project Costs, as defined in the Annexation Agreement.

As reimbursement of the Academy for such Reimbursable Project Costs related to the Additional Transportation Project, it is anticipated that the TDD may, at the Academy's request, authorize the issuance of its Not to Exceed \$1,592,942 BaratHaven Transportation Development District (Dardenne Prairie, St. Charles County, Missouri) Subordinate Special Revenue Notes (the "**Subordinate TDD Notes**"), which Subordinate TDD Notes will be secured by a Trust Indenture (the "**Subordinate TDD Indenture**"), between the TDD and UMB Bank, N.A., as trustee. To date, the Academy has not requested issuance of the Subordinate TDD Notes.

As reimbursement of the Academy for those Reimbursable Project Costs that are not related to the Additional Transportation Project, the CID has authorized and may, at the Academy's request, issue of its Not to Exceed \$1,592,942 (less the principal amount of the Subordinate TDD Notes) BaratHaven Community Improvement District (Dardenne Prairie, St. Charles County, Missouri) Subordinate Special Revenue Notes (the "**Subordinate CID Notes**"), which Subordinate CID Notes will be secured by a Trust Indenture (the "**Subordinate CID Indenture**"), between the CID and UMB Bank, N.A., as trustee. To date, the Academy has not requested issuance of the Subordinate CID Notes.

Pursuant to the Annexation Agreement, the CID shall transfer all CID Revenues (as defined in the Annexation Agreement) on deposit in the CID Trust Fund (as defined in the Annexation Agreement) to provide for the payment of CID Administrative Costs (as defined in the Annexation Agreement), on-going maintenance costs and repayment of the CID Notes and, upon satisfaction in full of the CID Notes, to payment of TDD Administrative Costs (as defined in the Annexation Agreement) and repayment of the TDD Notes and, upon satisfaction in full of the TDD Notes, to payment of CID Administrative Costs and repayment of the Subordinate CID Notes and, upon satisfaction in full of the Subordinate CID Notes, to payment of TDD Administrative Costs and repayment of the Subordinate TDD Notes.

Pursuant to the Annexation Agreement, CID Administrative Costs of the District include overhead expenses of the CID for administration, supervision and inspection incurred in connection with the Public Improvements and paid initially by the Developer subject to reimbursement in accordance with the Annexation Agreement and, upon the first deposit of CID Revenues into the Operating Fund, paid by the District out of the Operating Fund, including without limitation the following: (a) reimbursement (in an amount not to exceed one and one-half percent (1½%) of the CID Revenues collected in the applicable year) of expenses incurred by the City pursuant to Section 67.1461.3 of the CID Act to establish the CID and review the CID's annual budgets and reports; (b) reimbursement of the petitioners for the costs of filing and pursuing the petition to establish the CID and all publication and incidental costs incurred therewith; (c) reimbursement of the Board of Directors for actual expenditures in the performance of authorized duties on the behalf of the CID; and (d) costs related to any authorized indebtedness of the CID, including the issuance and repayment of obligations.

To date, the CID has issued CID Notes in an aggregate principal amount of \$1,641,000. In 2008, the CID also authorized the issuance of Subordinate CID Notes and approved a Certificate of Reimbursable Project Costs in the amount of \$494,000 related to the Academy Public Improvements, but such Subordinate CID Notes have not yet been issued.

During 2024, the CID received CID Property Tax revenues of \$201,152 net of collection fees based on a tax levy of \$0.7215 per \$100 assessed value (2023 Tax Levy), and interest income of \$1,705. The CID had total expenditures of \$192,126, consisting of interest payments of \$165,657 on the CID Notes, legal

and administrative expenses of \$0, insurance expenses of \$0, audit fees of \$0, a transfer of \$12,500 to the trustee for the TDD Notes for payment of TDD Administrative Costs, and trustee fees and bank fees of \$13,969. The CID did not pay any principal of the CID Notes, leaving an outstanding balance of \$2,135,000 as of December 31, 2024.

During 2025, the CID anticipates CID Property Tax revenues of approximately \$206,526 net of collection fees based on a tax levy of \$0.7215 per \$100 assessed value (2024 Tax Levy), and interest income of approximately \$1,232. The CID anticipates total expenditures of approximately \$219,928, consisting of interest payments of approximately \$180,239 on the CID Notes, legal and administrative expenses of approximately \$18,500, insurance expenses of approximately \$1,511, audit fees of approximately \$0, a transfer of \$12,500 to the trustee for the TDD Notes for payment of TDD Administrative Costs, trustee fees of approximately \$7,000 and bank fees of approximately \$178. The CID hereby pledges its net CID Revenues after payment of CID Administrative Costs, bank fees and trustee fees to repayment of the CID Notes in accordance with the CID Indenture. The CID does not anticipate paying any principal of the CID Notes, leaving an outstanding balance of \$2,135,000 as of December 31, 2025.

During 2026, the CID anticipates CID Property Tax revenues of approximately \$222,043 net of collection fees based on a tax levy of \$0.6796 per \$100 assessed value (2025 Preliminary Tax Levy), and interest income of approximately \$0. The CID anticipates total expenditures of approximately \$222,414, consisting of interest payments of approximately \$192,000 on the CID Notes, legal and administrative expenses of approximately \$8,500, insurance expenses of approximately \$1,800, a transfer of \$12,500 to the trustee for the TDD Notes for payment of TDD Administrative Costs, trustee fees of approximately \$7,414 and bank fees of approximately \$200. The CID hereby pledges its net CID Revenues after payment of CID Administrative Costs, bank fees and trustee fees to repayment of the CID Notes in accordance with the CID Indenture. The CID does not anticipate paying any principal of the CID Notes, leaving an outstanding balance of \$2,135,000 as of December 31, 2026.

**BaratHaven Community Improvement District
Budget
For the Fiscal Year Ending December 31, 2026**

	Special Trust Fund	CID MUNI Revenue Fund/Revenue Account 130733.1 &	Debt Service 130733.2	Redemption 130733.7	Operating Fund 130733.3	Total
Beginning Balance	\$123	\$3	\$299	\$0	\$643	\$1,088
Summary of Receipts						
CID Property Tax Revenue	\$222,043	\$0				\$222,043
Interest Earnings			\$0	\$0	\$0	\$0
Note Proceeds						\$0
Total Receipts	\$222,043	\$0	\$0	\$0	\$0	\$222,043
Summary of Disbursements						
Bank Fees	\$200					\$200
Operating Fund:						
Accounting Fees					\$0	\$0
Insurance Expenses					\$1,800	\$1,800
Legal/Admin. Fees and Expenses					\$8,500	\$8,500
Audit Fee					\$0	\$0
Revenue Fund: Trustee Expenses		\$7,414	\$0			\$7,414
Project Fund:						
Project Account						\$0
Debt Service Fund:						
Redemption Account (Principal)					\$0	\$0
Bond Payment Account (Interest)			\$192,000		\$0	\$192,000
Transfer to BaratHaven TDD		\$12,500				\$12,500
Total Disbursements	\$200	\$19,914	\$192,000	\$0	\$10,300	\$222,414
Transfer into Fund	\$0	\$221,850	\$191,930	\$0	\$10,000	\$423,780
Transfers out of Fund	(\$221,850)	(\$201,930)	\$0	\$0	\$0	(\$423,780)
Ending Balance	\$116	\$9	\$229	\$0	\$343	\$697

**BaratHaven Community Improvement District
Amended Budget
For the Fiscal Year Ending December 31, 2025**

	Special Trust Fund		CID MUNI Revenue Fund/Revenue Account 130733.1 & 130733.4		Debt Service 130733.2		Redemption 130733.7		Operating Fund 130733.3		Total	
	Amended	Initial Budget	Amended	Initial Budget	Amended	Initial Budget	Amended	Initial Budget	Amended	Initial Budget	Amended	Initial Budget
Beginning Balance	\$2,828	\$217	\$36	\$6,977	\$2	\$418	\$0	\$0	\$10,372	\$176	\$13,238	\$7,787
Summary of Receipts												
CID Property Tax Revenue	\$206,526	\$202,338		\$0							\$206,526	\$202,338
Interest Earnings			\$650		\$300	\$0	\$0	\$0	\$282	\$0	\$1,232	\$0
Note Proceeds											\$0	\$0
Total Receipts	\$206,526	\$202,338	\$650	\$0	\$300	\$0	\$0	\$0	\$282	\$0	\$207,758	\$202,338
Summary of Disbursements												
Bank Fees	\$178	\$200									\$178	\$200
Operating Fund:												
Accounting Fees											\$0	\$0
Insurance Expenses									\$1,511	\$0	\$1,511	\$0
Legal/Admin. Fees and Expenses									\$18,500	\$10,000	\$18,500	\$10,000
Audit Fee										\$0	\$0	\$0
Revenue Fund: Trustee Expenses			\$7,000	\$7,414	\$0	\$0					\$7,000	\$7,414
Project Fund:												
Project Account											\$0	\$0
Debt Service Fund:												
Redemption Account (Principal)										\$0	\$0	\$0
Bond Payment Account (Interest)					\$180,239	\$177,000			\$0	\$0	\$180,239	\$177,000
Transfer to BaratHaven TDD			\$12,500	\$12,500							\$12,500	\$12,500
Total Disbursements	\$178	\$200	\$19,500	\$19,914	\$180,239	\$177,000	\$0	\$0	\$20,011	\$10,000	\$219,928	\$207,114
Transfer into Fund		\$0	\$209,053	\$202,000	\$180,236	\$177,000	\$0	\$0	\$10,000	\$10,000	\$399,289	\$389,000
Transfers out of Fund	(\$209,053)	(\$202,000)	(\$190,236)	(\$187,000)	\$0	\$0	\$0	\$0	\$0	\$0	(\$399,289)	(\$389,000)
Ending Balance	\$123	\$355	\$3	\$2,063	\$299	\$418	\$0	\$0	\$643	\$176	\$ 1,068	\$3,011

**BaratHaven Community Improvement District
Budget to Actual
For the Fiscal Year Ending December 31, 2024**

	Special Trust Fund		CID MUNI Revenue Fund/Revenue Account 130733.1 & 130733.4		Debt Service 130733.2		Redemption 130733.7		Operating Fund 130733.3		Total	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Beginning Balance	\$2,220	\$2,220	\$0	\$0	\$252	\$252	\$0	\$0	\$35	\$35	\$2,506	\$2,507
Summary of Receipts												
CID Property Tax Revenue	\$198,468	\$201,152		\$0							\$198,468	\$201,152
Interest Earnings	\$359	\$359	\$555	\$588	\$420	\$421	\$0	\$0	\$152	\$337	\$1,496	\$1,705
Note Proceeds											\$0	\$0
Total Receipts	\$198,827	\$201,511	\$555	\$588	\$420	\$421	\$0	\$0	\$152	\$337	\$199,954	\$202,857
Summary of Disbursements												
Bank Fees	\$185	\$170									\$185	\$170
Operating Fund:												
Accounting Fees											\$0	\$0
Insurance Expenses									\$1,511	\$0	\$1,511	\$0
Legal/Admin. Fees and Expenses									\$8,500	\$0	\$8,500	\$0
Audit Fee											\$0	\$0
Revenue Fund: Trustee Expenses			\$7,414	\$13,799	\$0	\$0					\$7,414	\$13,799
Project Fund:												
Project Account											\$0	\$0
Debt Service Fund:												
Redemption Account (Principal)											\$0	\$0
Bond Payment Account (Interest)					\$164,563	\$165,657			\$0	\$0	\$164,563	\$165,657
Transfer to BaratHaven TDD			\$12,500	\$12,500							\$12,500	\$12,500
Total Disbursements	\$185	\$170	\$19,914	\$26,299	\$164,563	\$165,657	\$0	\$0	\$10,011	\$0	\$194,673	\$192,126
Transfer into Fund	\$0	\$0	\$200,645	\$200,733	\$164,309	\$164,986	\$0	\$0	\$10,000	\$10,000	\$374,954	\$375,719
Transfers out of Fund	(\$200,645)	(\$200,733)	(\$174,309)	(\$174,986)	\$0	\$0	\$0	\$0	\$0	\$0	(\$374,954)	(\$375,719)
Ending Balance	\$217	\$2,828	\$6,977	\$35	\$418	\$2	\$0	\$0	\$176	\$10,372	\$ 7,787	\$13,238



Boards and Commissions Application for Appointment

- Board of Adjustment
- Planning & Zoning
- Other _____

Please use Dardenne Prairie Volunteer Corp Application for general volunteer service

Please print or type

Name paul neske

Title: Mr. Ms. Mrs.

Home Address 2938 Stargaze Drive

Length of time at this residence: 13 years Ward: _____

Home Phone _____ Cell Phone 314-267-9814 E-Mail Paulie2598@yahoo.com

Education and General Qualifications

Occupation and Place of Employment:

~~Analysis/Investigator: National Geographic Intelligence Agency~~

Educational Background:

~~Some College~~

Licenses held (If Applicable):

Special Skills and Qualifications:

~~Communication Problem Solving Investigating~~

Community Activities/Organizational Affiliations (Current):

~~None~~

Are you registered to vote in the City of Dardenne Prairie? Yes No

Are you willing to attend meetings on a regular basis? Yes No

Are you a citizen of the United States? Yes No

Have you ever been convicted of, or pleaded guilty to a crime? Yes No

(If yes, provide written details)

Are you a Permanent Resident of the United States? Yes No

Have you ever had a professional/occupational license revoked or suspended, as a result of disciplinary action? Yes No

Is there anything in your background that might become an embarrassment to you if it were to become public? Yes No

Are you a current employee of the City of Dardenne Prairie? Yes No

Are you a current employee of the U.S. Government? Yes No

Are you or a family member currently serving on a board? Yes No
If yes, please list the board(s) or commission(s)

Have you ever served on a city, county or state board or commission? Yes No
If yes, please list the board(s) or commission(s)

Reasons you feel you are qualified to serve on the above Board/Commission/Committee
(related background, interests, special skills or education, etc.):
My ability to listen to a proposal and make a fair sound judgement.

I certify that the facts and declarations contained in this application are true and correct to the best of my knowledge. I further authorize the investigation of all statements contained herein. I understand any personal references provided may be contacted to obtain any and all pertinent information. I hereby authorize the Missouri State Highway Patrol to conduct a criminal record check which will be released to the Mayor and Board of Aldermen to evaluate my application if deemed necessary. I understand that providing false responses may be cause to remove me from service on a board or commission, if appointed.

Signature Paul J. Neeski Date 08 / 21 / 2025

Please return this completed application to:

City Clerk Kim Clark
2032 Hanley Road
Dardenne Prairie, MO 63368

e-mail: cityclerk@dardenneprairie.org

fax 636-625-0077

**Boards and Commissions
Application for Appointment**



- Board of Adjustment
- Planning & Zoning
- Other

Please use Dardenne Prairie Volunteer Com Application for general volunteer service

Please print or type
 Name Angela Lamb Title Mr. Ms. Mrs.
 Home Address 316 Trailhead Way Dardenne Prairie, MO 63368
 Length of time at this residence: 8 years Ward: _____
 Home Phone n/a Cell Phone 952-221-5319 E-Mail amlamb14@gmail.com

Education and General Qualifications

Occupation and Place of Employment:
Owner, Let it Whisk Home Bakery

Educational Background:
Bachelor's Arts, Management of Information Systems

Licenses held (If Applicable):
n/a

Special Skills and Qualifications:
n/a

Community Activities/Organizational Affiliations (Current):
Volunteer ICD Dardenne - St. Vincent de Paul, Volunteer - St. Dominic HS

- Are you registered to vote in the City of Dardenne Prairie? Yes No
 Are you willing to attend meetings on a regular basis? Yes No
 Are you a citizen of the United States? Yes No
 Have you ever been convicted of, or pleaded guilty to a crime? Yes No
 (If yes, provide written details)
 Are you a Permanent Resident of the United States? Yes No
 Have you ever had a professional/occupational license revoked or suspended, as a result of disciplinary action? Yes No
 Is there anything in your background that might become an embarrassment to you if it were to become public? Yes No
 Are you a current employee of the City of Dardenne Prairie? Yes No
 Are you a current employee of the U.S. Government? Yes No

Revised 08-06-15

Are you or a family member currently serving on a board? Yes No
 If yes, please list the board(s) or commission(s)
Bartholomew CID (pending)

Have you ever served on a city, county or state board or commission? Yes No
 If yes, please list the board(s) or commission(s)

Reasons you feel you are qualified to serve on the above Board/Commission/Committee (related background, interests, special skills or education, etc.):

I want to help make sure planning decisions are shaped by input from all parts of the community, especially from under-represented groups. I believe serving will allow me to give back and contribute to decisions that affect our neighborhoods and quality of life.

I certify that the facts and declarations contained in this application are true and correct to the best of my knowledge. I further authorize the investigation of all statements contained herein. I understand any personal references provided may be contacted to obtain any and all pertinent information. I hereby authorize the Missouri State Highway Patrol to conduct a criminal record check which will be released to the Mayor and Board of Aldermen to evaluate my application if deemed necessary. I understand that providing false responses may be cause to remove me from service on a board or commission, if appointed.

Signature Angela Lamb Date 8, 25, 2015

Please return this completed application to:

City Clerk Kim Clark
 2032 Hanley Road
 Dardenne Prairie, MO 63368

e-mail: cityclerk@dardenneprairie.org

fax 636-625-0077

Revised 08-06-15

City of Dardenne Prairie
RECORDS DESTRUCTION - September, 2025

DATE	RECORD NAME	BRIEF DESCRIPTION AND INCLUSIVE DATES COVERED	RECORD SERIES <small>(reference records retention schedule)</small>	MINIMUM RETENTION PERIOD <small>(reference records retention schedule)</small>	QUANTITY OF RECORD SERIES DISPOSED	DESTRUCTION DATE	MANNER OF DESTRUCTION	NOTES
9/3/2025	License applications including: Business Home Occupations Liquor Solicitors Fireworks	License applications 2022 and prior	GS 050 Permits and Licenses	Retain 2 years after expiration				
9/3/2025	Charter Communications	Quarterly Disbursement Reports 2023 and prior	GS 008 Accounts Receivable Records	Completion of audit				
9/3/2025	St. Charles County	Monthly Real Estate & Personal Property Disbursement Reports 2023 and prior	GS 008 Accounts Receivable Records	Completion of audit				
9/3/2025	Missouri Department of Revenue Sales Tax Revenue Reports including: General Capital Improvement Parks & Storm Water Transportation	Monthly Distribution Report 2023 and prior	GS 008 Accounts Receivable Records	Completion of audit				
9/3/2025	Missouri Department of Revenue Motors Fuels Tax Revenue Reports	Monthly Distribution Report 2023 and prior	GS 008 Accounts Receivable Records	Completion of audit				
9/3/2025	Deposit Summary	Revenue Deposit Summaries 2023 and prior	GS 008 Accounts Receivable Records	Completion of audit				
9/3/2025	Banking Records including: General Fund Parks & Stormwater Fund Parks Umpire Fund Capital Improvement Fund Special Revenue Fund Escrow Bond Account Transportation Fund	Includes Bank Statements with check images, Reconciliation Summary, Deposit Books and Deposit Slips 2022 and prior	GS 010 Banking and Investment Records	Completion of audit plus 1 year				
9/3/2025	Schwaab Investments & Commerce Bank Investments	Includes statements, receipts for interest income, Certificates of Deposit, Treasury Bills 2022 and prior	GS 010 Banking and Investment Records	Completion of audit plus 1 year				

9/3/2025	Accounts payable records (Excluding payments made in connection to COP's, TDD, Road Projects or any other mandated to retain)	Includes invoices and payment correspondence 2023 and prior	GS 007 Accounts Payable Records	Completion of audit				
9/3/2025	Insurance Policy Records	Policies including liability, auto, property, group health, life, vision, dental, disability, workers comp 2018 and prior	GS 056 Insurance Policy Records	Retain until canceled or expires, plus 6 calendar years.				
9/3/2025	Timesheets & Leave Request Forms	Employee timesheets including leave request forms for sick, vacation, comp or other leave 2021 and prior	GS 028 Time and Attendance Records GS 029 Leave Requests	3 years plus completion of audit				
9/3/2025	Payroll Register	Report documenting gross pay, net pay, withholdings and deductions 2018 and prior	GS 068 Payroll Records	5 years				
9/3/2025	Federal Tax Form W-2	Annual tax statements 2018 and prior	GS 033 Wage & Tax Statements	5 years				
9/3/2025	Employment Applications	Unsuccessful applications for positions prior to June, 2024	GS 062 Employment Recruitment and Selection Records	1 year after position filled				
9/3/2025	Electronic Recordings	Surveillance Camera Video 06-30-25 and prior	GS 088 Electronic Recordings	30 days and review				
9/3/2025	Electronic Recordings	Audio Recordings of Board of Aldermen, Planning & Zoning and Board of Adjustment meetings 2023 and prior	GS 088 Electronic Recordings	30 days and review				These are scheduled to delete after 30 days
9/3/2025	MO Ethics Personal Financial Disclosures	MO Ethics Personal Financial Disclosures 2018 and prior	GS 129 Financial Interest Statement Records	5 years				

9/3/2025	Budget Preparation Records	May include correspondence, budget requests, reports 2023 and prior	GS 004 Budget Preparation Records	Completion of Audit			
----------	----------------------------	---	-----------------------------------	---------------------	--	--	--

Approved by: Board of Aldermen Consent Agenda

Date: _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE CITY AND STREILER PLANNING, LLC FOR PROFESSIONAL PLANNING SERVICES

WHEREAS, the City of Dardenne Prairie, Missouri (the “City”), requires professional planner services for development review, staff reporting, public meetings, zoning administration, and related services but does not presently require a fixed in-house schedule; and

WHEREAS, contracting for as-needed planner services allows the City to focus work as needed while ensuring timely review and support for the Planning & Zoning Commission and the Board of Aldermen; and

WHEREAS, Streiler Planning, LLC has proposed to provide such services under an Independent Contractor Agreement with hourly compensation of \$120.00 per hour for City-funded services and \$135.00 per hour for services wholly paid by third parties, with monthly invoicing and a 30-day termination provision, and with duties outlined in Exhibit B (Core Responsibilities); and

WHEREAS, the Board of Aldermen hereby finds and determines that it is to the benefit of the residents of the City to enter into an Agreement with Streiler Planning, LLC;

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

SECTION 1. That the form, terms, and provisions of the contract by and between the City of Dardenne Prairie, Missouri, and Streiler Planning, LLC, for professional planner services, attached hereto marked as **Exhibit A**, and incorporated by reference herein (the “Agreement”), be and they hereby are approved, and the City Administrator is hereby authorized, empowered and directed to further negotiate, execute, acknowledge, deliver and administer on behalf of the City such Agreement in substantially the form attached hereto. The City Clerk is hereby authorized and directed to attest to the Agreement and other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of the Agreement and this Ordinance.

SECTION 2. The duties and tasks to be performed are those identified in Exhibit B (Core Responsibilities), together with such planner services as the City Administrator may direct in accordance with the Agreement.

SECTION 3. Savings Clause: Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

SECTION 4. Severability Clause: If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

SECTION 5. Effective Date: This Ordinance shall be in full force and take effect from and after its final passage and approval.

Read two (2) times, passed, and approved this _____ day of _____, 2025.

As Presiding Officer and as Mayor

Attest:

City Clerk

Approved this _____ day of _____, 2025.

Mayor

Attest:

City Clerk

Exhibit A

[Attach Agreement]

INDEPENDENT CONTRACTOR AGREEMENT FOR PLANNER SERVICES

THIS INDEPENDENT CONTRACTOR AGREEMENT FOR PLANNER SERVICES (the "Agreement"), is made and entered into as of the ___ day of _____ 2025 (the "Effective Date"), by and between the City of Dardenne Prairie, a political subdivision organized under the laws of the State of Missouri ("City"), and Streiler Planning, LLC, a Missouri limited liability company ("Planner"), pursuant to the following terms and conditions:

WHEREAS, the City desires to retain the services of Planner to assist the City with various planning and zoning tasks and other items; and

WHEREAS, it is the desire of the City to have Planner serve as an independent contractor of the City; and

WHEREAS, Planner desires to offer planning and zoning consultation services to the City.

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Planner agree as follows:

1. **Duties.** Planner hereby agrees to perform planning services specifically requested by the City, which may include the duties more particularly described in "Exhibit A," which is attached hereto and incorporated by reference. Planner shall receive direction from the Chairman of the Planning and Zoning Commission, City Administrator, or City Engineer regarding which planning services to perform, prior to commencing any such services. Planner shall diligently and to the best of Planner's ability perform all duties under this Agreement. The City Administrator retains the right to request that Planner, prior to providing a requested service, submit to the City Administrator for approval a proposed budget of the total hours and expense Planner anticipates will be required to complete a specific task. Planner shall provide such budget within five (5) business days of any proper request. Once the relevant task is in progress, if Planner determines that the actual cost will exceed the budgeted cost, Planner shall notify the City Administrator, who shall then direct Planner on the manner in which to proceed with regard to the task.
2. **Term and Termination.** The term of this Agreement shall begin on the Effective Date and automatically renew each year on the anniversary of the Effective Date (each a "Renewal Year"), unless sooner terminated in accordance with the terms hereof.

Either party may terminate this Agreement at any time and for any reason, or for no reason, upon thirty (30) days prior written notice.

3. Independent Contractor. Planner is retained by the City only for the purposes set forth in this Agreement. The relationship of Planner with the City under this Agreement shall be that of an independent contractor and not an employee of the City. Planner warrants and represents that, while providing services to the City, Planner will hold all necessary certifications and comply with all applicable municipal, county, state, and Federal laws.

As an independent contractor, Planner will not be entitled to any insurance, retirement or other benefits afforded by the City to its employees. Planner shall be responsible for all federal, state and local taxes payable in connection with this Agreement and the services provided hereunder. Planner shall have no authority to bind the City to any agreement with any other person or entity and is not authorized to act for the City in any manner except as expressly set forth in this Agreement. In the event this Agreement is terminated, the City shall only be obligated to pay Planner compensation incurred by Planner prior to the effective date of termination.

4. Compensation. Planner shall be compensated at a rate of ONE HUNDRED TWENTY DOLLARS AND ZERO CENTS (\$120.00) per hour for services rendered by Todd Streiler to the City, and ONE HUNDRED THIRTY-FIVE DOLLARS AND ZERO CENTS (\$135.00) per hour for services rendered by Todd Streiler that are paid wholly by any entity other than the City. The compensation due hereunder shall not increase during any Renewal Year without the prior written approval of the City.

On or before the tenth (10th) day of each month, Planner shall submit an invoice detailing the number of hours worked and description of any services rendered during the prior calendar month.

5. Expenses. In addition to the fees set forth above, Planner shall be reimbursed for its reasonable, customary, and necessary expenses incurred in the rendering of such services (including costs such as fees for mailings, deliveries, copying charges, etc.). Any single expense of more than three hundred dollars (\$300.00) incurred by Planner pursuant to this Agreement must be approved by the City Administrator prior to reimbursement for the same.
6. Confidentiality. As used herein, the term "Confidential Information" shall mean any information proprietary to the City and not generally open to the public including, but not limited to, information that is "closed" under Chapter 610, RSMo., as amended. Planner shall, during the course of Planner's service and at all times subsequent to Planner's disassociation with the City, hold in strictest and total confidence all Confidential Information. Upon termination of this Agreement, or at any other time upon the City's request, Planner shall deliver promptly to the City all originals and all copies (including

photocopies, facsimiles, e-mails and computer or other means of electronic storage whether now known or hereafter developed) of all Confidential Information. Upon termination of this Agreement, Planner shall return to the City all computer hardware and software provided by or owned by the City, if any. City may, in its discretion, provide Planner with computer hardware and software, however, nothing in this or the preceding sentence indicates or requires City to provide such computer hardware and software to Planner. City may, in its sole discretion and at any time, delete Planner as an authorized user from all City owned or leased computer hardware and software. City may, in its discretion, include Planner as an authorized user on City owned or leased computer hardware and software, however, nothing in this or the preceding sentence indicates or requires City to include Planner as an authorized user of any City owned or leased computer hardware and software.

7. Work Product. All materials, documents, reports, maps, photographs, renderings, models, data, and other similar items (all such items referred to as "Work Product"), whether in physical, digital, or any other form, prepared, developed, or created by Planner for the City under this Agreement shall be deemed "work for hire" to the maximum extent permitted by law and shall be deemed the sole property of the City. The City may use, reproduce, and modify such Work Product for any lawful purpose without further permission or payment to Planner.

8. General Provisions.

A. This Agreement shall be binding upon and inure to the benefit of the heirs, administrators and executors of Planner.

B. Notice pursuant to this Agreement shall be given through United States Postal Service delivery, addressed as follows:

If to CITY: City of Dardenne Prairie
 Attn: City Administrator
 2032 Hanley Road
 Dardenne Prairie, MO 63390

If to PLANNER: Streiler Planning, LLC
 Attn: Todd Streiler
 12462 Cross Green Lane
 St. Louis, MO 63141

Either party may change its address by notice to the other given in accordance with this section

C. This Agreement supersedes all previous agreements and contracts and constitutes the entire Agreement between the parties. Planner shall be entitled to no

compensation other than that specified herein. Planner specifically acknowledges that in executing this Agreement, Planner relies solely upon the representations and agreements contained in this Agreement and no others. No oral statements or prior written material provided by City or its officials, employees, or agents shall be of any force and effect, and any amendments or modifications to this Agreement must be in writing and signed by both parties.

- D. In the event any provision of this Agreement is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of this Agreement, which shall remain in full force and effect in accordance with its terms. In addition, if any section hereof is found to be partially enforceable, then it shall be enforced to that extent. If any covenant is not enforceable to the full extent provided herein, it shall be and remain enforceable to the fullest extent permitted by law.
- E. Insurance. Planner shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by Planner, its agents, representatives, employees or subcontractors, including those insurance coverages set forth below. All such insurance policies shall name City as an ADDITIONAL INSURED, except for the Worker's Compensation Policy and Professional Errors and Omissions Insurance, with a subrogation waiver. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, cancelled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, or by such other method approved by the City, has been given to the City.

(1) Minimum Limits of Insurance.

- a. If Planner has employees, Workers' Compensation for statutory limits and Employer's Liability minimum \$500,000 limit.
- b. Professional Errors and Omissions Insurance: Planner agrees to obtain Professional Errors and Omissions Insurance, with a limit no less than \$2,000,000 Per Claim/\$2,000,000 Annual Aggregate.
- c. Commercial General Liability Insurance (including broad-form contractual liability and completed operations) in the amount of \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate, covering personal injury, bodily injury and property damage.

(2) Prior to commencing any services hereunder, Planner shall submit valid certificates of insurance evidencing the effectiveness of the insurance policies.

- F. Indemnification. Planner shall indemnify, defend, and hold harmless the City and its elected officials, officers and employees, and their heirs, personal representatives, successors and assigns, from and against any and all causes of action, claims, demands, losses, fines, damages or other expenses (including reasonable attorneys' fees) which any of them may incur or sustain as a result of the acts or omissions of Planner, its officers, agents or employees, or which the City or its elected officials, officers, and employees may incur or sustain as a result of Planner's actions, failure to act on behalf of the City, or performance of obligations under this Agreement. Nothing contained herein shall be construed as prohibiting the City and its elected officials, officers, agents, or its employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, actions or suits brought against them. Planner shall likewise be liable for the cost, fees and expenses incurred in the City's or Planner's defense of any such claims, actions, or suits. Anything to the contrary contained in this Agreement notwithstanding, no provision, term, or condition in this Agreement shall constitute, or be construed as, a waiver of the defenses of sovereign immunity, official immunity, or governmental immunity, by whatever name, as set forth in Section 537.600 RSMo. *et seq.*, for any monetary amount whatsoever, or of any other defenses, howsoever named, that are, or in the future may become, available to the City by statute or common law.
- G. Governing Law. This Agreement shall be governed by, interpreted, and construed under the laws of the State of Missouri, notwithstanding that states conflicts of law provisions. The Circuit Court of Saint Charles County shall have jurisdiction over any disputes arising under this Agreement.

This agreement is subject to approval by, and incorporation into, an Ordinance passed by the Board of Aldermen of the City of Dardenne Prairie.

Streiler Planning, LLC by Todd Streiler, Principal

City of Dardenne Prairie, by Cathy Pratt, City Administrator

Exhibit B

Contract Planner – Core Responsibilities

Application Intake & Processing

- Accept, log, and review submittals for site plans, conditional use permits, subdivision plats, variances, rezonings, zoning-text amendments, etc.
- Verify completeness, fee payment, and compliance with City checklists.

Development Review & Staff Reporting

- Coordinate and meet with developers/petitioners during pre-application meetings.
- Conduct technical reviews (zoning, subdivision, design standards, stormwater, access).
- Coordinate inter-departmental and external agency comments.
- Draft clear, objective staff reports with findings and recommended actions for the Planning & Zoning Commission and Board of Aldermen.

Public Meetings & Customer Service

- Present cases and answer questions at evening Planning & Zoning meetings (typically one per month).
- Handle routine inquiries from residents, developers, and design professionals—phone, email, counter.

Zoning Administration

- Prepare formal zoning verification letters and interpretive memos.
- Conduct site visits and zoning inspections, as directed.
- Track conditions of approval and development agreements.

GIS & Records Management

- Maintain and update the City's ArcGIS layers (zoning, land-use, subdivision, addressing, annexations).
- Organize and digitize case files, applications, maps, and related documents in the City's electronic records system.

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI,
AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AN
INTERGOVERNMENTAL COOPERATION AGREEMENT WITH THE
CITY OF O'FALLON, MISSOURI, FOR ASPHALT PATH REPAIRS AND
SEALING ON FIESE ROAD**

WHEREAS, the City of Dardenne Prairie, Missouri, and the City of O'Fallon, Missouri, are adjoining municipalities sharing jurisdictional boundaries, including portions of Fiese Road and the adjoining pedestrian path; and

WHEREAS, the Fiese Road asphalt path is in need of minor asphalt repairs and sealing; and

WHEREAS, the City of O'Fallon has bid and executed a contract for its annual crack seal program, which includes asphalt path repairs and sealing on Fiese Road; and

WHEREAS, the City of Dardenne Prairie desires to include asphalt path repairs and sealing within its municipal limits as part of O'Fallon's existing contract, as identified in Exhibit A of the Intergovernmental Cooperation Agreement; and

WHEREAS, Section 70.220 and 70.230, RSMo., as amended, authorize municipalities to contract and cooperate with another municipality for the planning, development, or construction of any public improvement; and

WHEREAS, the Board of Aldermen of the City of Dardenne Prairie finds and determines that entering into the Intergovernmental Cooperation Agreement with the City of O'Fallon for the repairs and sealing of the Fiese Road asphalt path is in the best interests of the City and its residents;

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

SECTION 1. That the form, terms, and provisions of the Intergovernmental Cooperation Agreement by and between the City of O'Fallon, Missouri and the City of Dardenne Prairie, Missouri, attached hereto, marked as **Exhibit A**, and incorporated by reference herein, be and they hereby are approved and the City Administrator is hereby authorized, empowered and directed to further negotiate, execute, acknowledge, deliver and administer on behalf of the City such Intergovernmental Cooperation Agreement in substantially the form attached hereto. The City Clerk is hereby authorized and directed to attest to the Intergovernmental Cooperation Agreement and other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of the Intergovernmental Cooperation Agreement and this Ordinance.

SECTION 2. That the City Administrator is hereby further authorized and directed, on behalf of and in the name of the City, to agree to do any and all other acts and things and to execute and deliver any and all other documents, instruments and certificates, all as may be necessary and appropriate to consummate the above mentioned Intergovernmental Cooperation Agreement, and to perform all of the terms, provisions and conditions of the Intergovernmental Cooperation Agreement. Any and all acts which the City Administrator may do or perform in conformance with the powers conferred upon them by this Ordinance are hereby expressly authorized, approved, ratified and confirmed.

SECTION 3. Severability Clause: If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

SECTION 4. Effective Date: This Ordinance shall be in full force and take effect from and after its final passage and approval.

SECTION 5. Savings: Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

Read the first (1st) time this 20th day of August, 2025.

As Presiding Officer and as Mayor

Attest:

City Clerk

Read the second (2nd) time, passed and approved this _____ day of _____, 2025.

As Presiding Officer and as Mayor

Attest:

City Clerk

Exhibit A

INTERGOVERNMENTAL COOPERATION AGREEMENT

This Intergovernmental Cooperation Agreement is entered into this _____ day of _____, 2025, by and between the City of O'Fallon, Missouri, ("O'Fallon") and the City of Dardenne Prairie, Missouri, ("Dardenne Prairie"), two municipal corporations and political subdivisions of the State of Missouri (collectively: "the Cities" or "the parties") located in St. Charles County.

WHEREAS, O'Fallon and Dardenne Prairie are adjoining cities which share many common boundary points; and

WHEREAS, Fiese Road and the adjoining path is bisected by a common boundary line creating a roadway and adjacent pedestrian facilities with split ownership as identified in Exhibit A; and

WHEREAS, Feise Road asphalt path is in need of minor asphalt repairs and sealing; and

WHEREAS, O'Fallon, in accordance with law, has caused contract documents to be prepared and an advertisement calling for bids to be published, for and in connection with O'Fallon's annual crackseal program; and

WHEREAS, O'Fallon has executed the contract for the annual crackseal program which includes asphalt path repairs and asphalt path sealing on Feise Road. ("the Project"); and

WHEREAS, Dardenne Prairie desires to include asphalt path repairs and asphalt path sealing on Feise Road with the O'Fallon Contract at the limits shown on Exhibit A; and

WHEREAS, the Cities are authorized by Sec. 70.220, RSMo., Supp 2010, to contract and cooperate with each other and their officials for the planning, development, construction, acquisition, or operation of any facility, or for a common service, when, as here, the subject and purposes of any such contract or cooperative action shall be within the scope of the powers of each City; and

WHEREAS, the governing body of each City, by its approval and authorization of this Agreement, hereby finds, determines and declares that the arrangements and terms of cooperative action hereinafter set forth respect and properly retain the sovereignty of each City within its jurisdiction and territorial limits in accord with Sec. 70.270, RSMo. 2010;

NOW, THEREFORE, for and in consideration of the mutual covenants and promises hereinafter set forth, the adequacy and sufficiency of which consideration is hereby acknowledged by each party, it is hereby agreed by and between O'Fallon and Dardenne Prairie as follows:

O'Fallon shall administer project management and inspections services for the project.

The Cities shall be responsible for the cost of work performed within each City's limits as shown on Exhibit A.

Dardenne Prairie shall deposit to O'Fallon the full amount of estimated work proposed within Dardenne Prairie limits within 60 days of execution of this contract.

The estimated proposed work within Dardenne Prairie limits is Six Thousand dollars and zero cents (**\$6,000.00**).

Should the final cost of the work be less than the estimate, O'Fallon will issue a refund to Dardenne Prairie for the remaining amount.

Should the final cost of the work be more than the estimate, O'Fallon will prepare a detailed invoice for the additional expenses from Dardenne Prairie.

In the event that the City of O'Fallon terminates this agreement, the City of Dardenne Prairie may at its sole discretion complete improvements within their limits, and any funds deposited by Dardenne Prairie and not used toward the project shall be returned to Dardenne Prairie.

In the event that the City of Dardenne Prairie terminates this agreement, the City of O'Fallon may at its sole discretion complete improvements within their limits, and any funds deposited by Dardenne Prairie and not used toward the project shall be returned to Dardenne Prairie.

[REMAINDER OF PAGE INTENTIONAL LEFT BLANK]

IN WITNESS WHEREOF, the parties have entered into this Intergovernmental Cooperation Agreement, in the prescribed form and manner, effective as of the day and year of the signature of the last party to execute the Agreement.

Executed by the City of O'Fallon this _____ day of _____, 2025

Executed by the City of Dardenne Prairie this _____ day of _____, 2025

CITY OF DARDENNE PRAIRIE, MISSOURI

CITY OF O'FALLON, MISSOURI

By: _____

By: _____

Title: _____

Title: _____

ATTEST:

ATTEST:

By: _____

By: _____

Title: _____

Title: _____

[Seal]

[Seal]

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By: _____

By: _____

Title: _____

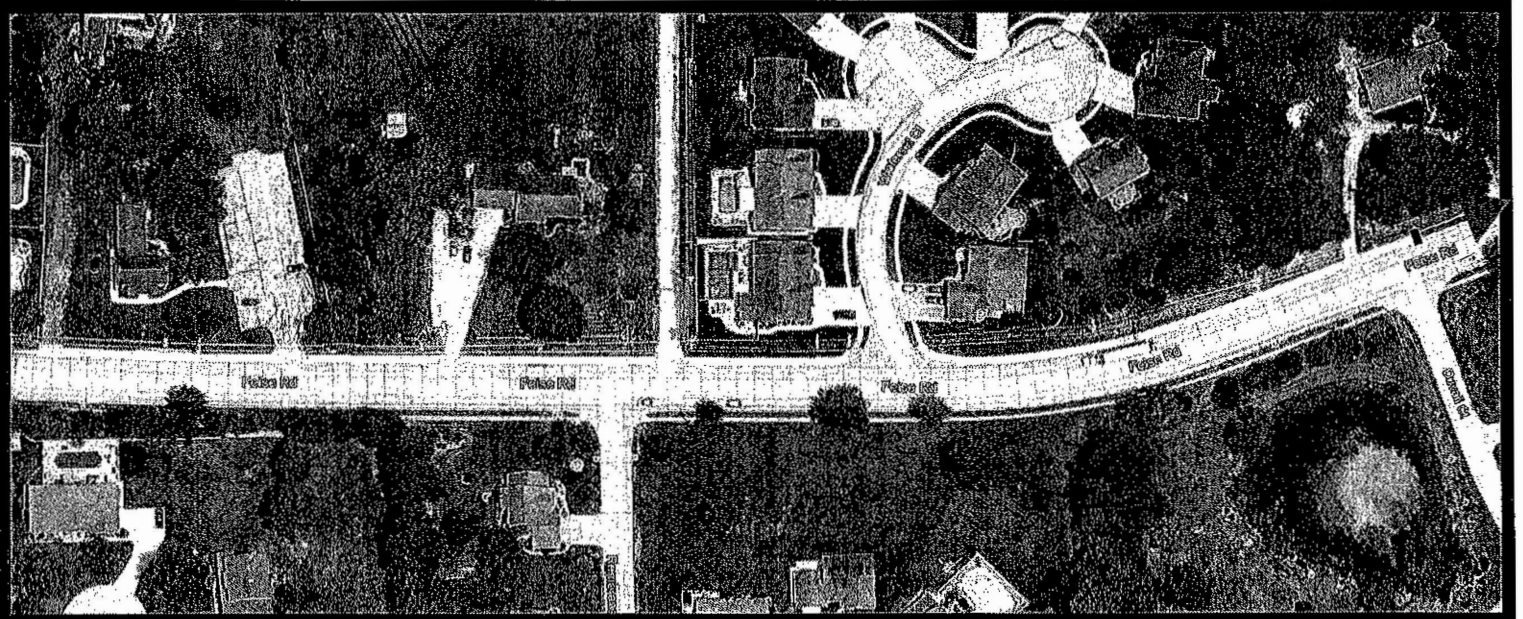
Title: _____

ORDINANCE NO.: _____

ORDINANCE NO.: _____

Exhibit A - Feise Road, Asphalt Path: Dardenne Prairie Estimated Cost & Quantity

Overhead:



Dardenne Prairie Portion:

City of O'Fallon:

Bid Tabulation: Dardenne Prairie

LINE ITEM	ITEM/DESCRIPTION	UNITS	DARDENNE PRAIRIE ESTIMATED QUANTITY	UNIT PRICE	DARDENNE PRAIRIE COST
4	ASPHALT PATH SEALING	SY	1,144.80	\$1.49	\$1,705.75
6	2" FULL WIDTH MILLING	SY	193.00	\$2.25	\$434.25
7	2" ST LOUIS COUNTY TYPE C ASPHALT	SY	193.00	\$20.00	\$3,860.00
TOTAL:					\$6,000.00