

**REGULAR MEETING OF WASHINGTON, MISSOURI CITY COUNCIL  
 MONDAY, NOVEMBER 6, 2023 - 7:00 P.M.  
 COUNCIL CHAMBER, 405 JEFFERSON STREET, WASHINGTON, MISSOURI**

<b><u>1. INTRODUCTORY ITEMS:</u></b>	<b><u>SUGGESTED COUNCIL ACTION</u></b>	
Roll Call / Pledge of Allegiance		
Approval of the Minutes from the October 16, 2023, Council Meeting	Need Motion/Mayor	Memo
<u>Approval and Adjustment of Agenda including Consent Agenda</u>		
a. Final Payment Request – Pool Management, Maintenance & Lifeguards	Need Motion/Mayor	Memo
b. Final Payment Request – Skate Park Features		
c. Liquor License Application – Serendipity Slush Co.		
<b><u>2. PRIORITY ITEMS:</u></b>		
<b><u>Mayor’s Presentations, Appointments &amp; Reappointments</u></b>		
a. Proclamation – America in Bloom	Mayor	
b. Franklin County Transportation Committee Appointments	Approve/Mayor	Memo
c. Police Department Appointments	Approve/Mayor	Memo
d. Police Department Reappointments	Approve/Mayor	Memo
<b><u>3. PUBLIC HEARINGS:</u></b>		
<b><u>4. CITIZENS COMMENTS:</u></b>		
<b><u>5. UNFINISHED BUSINESS:</u></b>		
<b><u>6. REPORT OF DEPARTMENT HEADS:</u></b>		
<b><u>7. ORDINANCES/RESOLUTIONS:</u></b>		
a. An ordinance authorizing and directing the execution of an Agreement for Public Safety Answering Point (“PSAP”) Support Services by and between the City of Washington, Missouri and Franklin County, Missouri.	Read & Int/Read/Vote/Mayor	Memo
b. An ordinance authorizing and directing the execution of a Supplemental Agreement No. 1 with CDG Engineers, Inc. for Engineering Services for the Front Street ADA Improvements Project.	Read & Int/Read/Vote/Mayor	Memo
c. An ordinance authorizing and directing the execution of a Supplemental Agreement No. 2 to Engineering Services Contract with HDR Engineering, Inc. for Engineering Design Services for the Jefferson Street-Roadway and ADA Compliance Project.	Read & Int/Read/Vote/Mayor	Memo

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|---|----------------------------|------|
| d. An ordinance accepting the Proposal from BFA, Inc. for Professional Services for the Main Street Reconstruction and ADA Compliance Project and amend the 2024 Budget.                      | Read & Int/Read/Vote/Mayor | Memo |
| e. An ordinance accepting the Proposal from Rotolite for the purchase of an HP XL 3600 Plotter and Scanner.   | Read & Int/Read/Vote/Mayor | Memo |
| f. An ordinance accepting the Proposal from SCS Engineers for the Semi-Annual Groundwater Monitoring Program at the Struckhoff Sanitary Landfill.   | Read & Int/Read/Vote/Mayor | Memo |
| g. An ordinance accepting the Proposal from Radio Comm Co. for three (3) L3Harris XL-200M Mobile Radios and amend the 2024 Budget.  | Read & Int/Read/Vote/Mayor | Memo |
| h. An ordinance authorizing and directing the City of Washington, Missouri to accept the Quote from MTI Distributing for the purchase of a Field Pro 6040 Groomer.                            | Read & Int/Read/Vote/Mayor | Memo |
| i. An ordinance amending Section 700.320 of the Code of the City of Washington, Missouri relating to Water Connection Fees.   | Read & Int/Read/Vote/Mayor | Memo |
| j. An ordinance providing for the Approval and Acceptance of Minimum Improvements for Maintenance for Highland Meadows Plat 7, in the City of Washington, Franklin County, Missouri.          | Read & Int/Read/Vote/Mayor | Memo |
| k. An ordinance providing for the Approval and Acceptance of Minimum Improvements for Maintenance For The Villas at High Street Plat 1, in the City of Washington, Franklin County, Missouri. | Read & Int/Read/Vote/Mayor | Memo |

**8. COMMISSION, COMMITTEE AND BOARD REPORTS:**

- |  |                            |      |
|--|----------------------------|------|
| a. An ordinance approving the Final Plat of Highlands Meadows Plat 7, in the City of Washington, Franklin County, Missouri.                          | Read & Int/Read/Vote/Mayor |      |
| b. An ordinance approving the Amendment to the Final Plat of The Villas at High Street Plat 1, in the City of Washington, Franklin County, Missouri. | Read & Int/Read/Vote/Mayor | Memo |
| c. An ordinance approving the Final Development Plan of The Bluffs at Bassora Place in the City of Washington, Franklin County, Missouri.            | Read & Int/Read/Vote/Mayor | Memo |

**9. MAYOR'S REPORT:**

**10. CITY ADMINISTRATOR'S REPORT:**

- |                                      |            |  |
|--------------------------------------|------------|--|
| a. Mobile App for City Communication | Discussion |  |
|--------------------------------------|------------|--|

**11. COUNCIL COMMENTS:**

**12. CITY ATTORNEY'S REPORT:**

Public Vote on whether or not to hold a closed meeting to discuss personnel, legal and real estate matters pursuant to Section 610.021 RSMo (2000).

Roll Call Vote

**13. INFORMATION:**

- a. General Sales Tax Report
- b. Capital Improvements Sales Tax Report
- c. Transportation Sales Tax Report
- d. Local Option Use Tax Report
- e. Budget Report
- f. Leaf Pick Up
- g. Winter Snow Removal Tips

**14. ADJOURNMENT:**

NOTICE: COPIES OF THE PROPOSED ORDINANCES ON THIS AGENDA ARE AVAILABLE FOR PUBLIC INSPECTION  
PRIOR TO THE TIME THE BILL IS UNDER CONSIDERATION BY THE CITY COUNCIL.  
POSTED BY SHERRI KLEKAMP, CITY CLERK, NOVEMBER 2, 2023  
A COPY OF THIS NOTICE IS ALSO AVAILABLE ONLINE AT [www.washmo.gov](http://www.washmo.gov)

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL  
CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI  
MONDAY, OCTOBER 16, 2023**

**INTRODUCTORY ITEMS:**

The Regular Meeting of the City of Washington, Missouri, City Council was held on Monday, October 16, 2023, at 7:00 p.m. in the Council Chamber. Mayor Doug Hagedorn opened the meeting with roll call and Pledge of Allegiance.

<b>Mayor:</b>	Doug Hagedorn	Present
<b>Council Members:</b>		
<b>Ward I</b>	Al Behr	Present
	Duane Reed	Present
<b>Ward II</b>	Mark Hidritch	Present
	Mark Wessels	Present
<b>Ward III</b>	Chad Briggs	Present
	Jeff Patke	Present
<b>Ward IV</b>	Mike Coulter	Present
	Joe Holtmeier	Present

<b>Also Present:</b>	City Attorney	Mark Piontek
	City Administrator	Darren Lamb
	City Clerk	Sherri Klekamp
	Economic Development Director	Sal Maniaci
	Public Works Superintendent	Kevin Quaethem
	Street Superintendent	Tony Bonastia
	Communications Director	Jennifer Brune
	Police Chief	Jim Armstrong
	Interim City Engineer	Charles Stankovic
	Emergency Management Director	Justin Frankenberg
	City Planner/GIS Specialist	Sarah Skeen

Originals and/or copies of agenda items of the meeting, including recorded votes are available on record in the office of the City Clerk. Each ordinance is read a minimum of twice by title, unless otherwise noted.

**Approval of Minutes:**

\* Approval of the Minutes from the September 27 & October 2, 2023, Council Meetings

A motion to accept the minutes as presented made by Councilmember Wessels, seconded by Councilmember Behr, passed without dissent.

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**Approval and Adjustment of Agenda including Consent Agenda:**

\* Collector's/Treasurer's Report Summary – July 2023

\* Investment Report – July 2023

A motion to accept and approve the agenda including the consent agenda accordingly made by Councilmember Holtmeier, seconded by Councilmember Hidritch, passed without dissent.

**PRIORITY ITEMS:**

**Mayor's Presentations, Appointments & Reappointments:**

\* Proclamation – Infant Safe Sleep Awareness Month

*INFANT SAFE SLEEP*

*AWARENESS MONTH*

*OCTOBER 2023*

*Whereas, approximately 100 infants in Missouri die each year because they were placed in an unsafe sleep environment; and*

*Whereas, 90% of all non-medical infant deaths in Missouri are related to the infant's sleep environment; and*

*Whereas, most deaths caused by unsafe sleep are preventable with proper education and resources; and*

*Whereas, it is proven that infants sleep safest when they sleep alone, on their backs, and in a crib, bassinet, or portable play-yard with a firm mattress and tightly fitted sheet with no other items in their sleep areas; and*

*Whereas, it is vital that parents, grandparents, relatives, child care providers, and all infant caregivers and health professionals are aware of safe sleep guidelines and place infants to sleep in a safe sleep environment for every sleep; and*

*Whereas, prevention strengthens families and saves infant lives. Research shows that investing in safe sleep education programs saves dollars that would be spent for crisis-oriented programs; and*

*Whereas, the City of Washington, Missouri, The Community Partnership and hospitals in our community work collaboratively to raise awareness of the important steps parents, caregivers, child care providers, health professionals, and all service providers can take to reduce sleep-related infant deaths and disparities in these deaths.*

*Now Therefore, I, James D. Hagedorn, Mayor of the City of Washington, Missouri, do hereby proclaim October 2023 to be Infant Safe Sleep Awareness Month*

*In Witness Whereof I have hereunto set my hand and caused to be affixed the Seal of the City of Washington, Missouri this 16<sup>th</sup> day of October 2023.*

*James D. Hagedorn*

*Mayor*

\* Police Department Reappointment

October 9, 2023

City Council

City of Washington

Washington, Missouri

Dear Council Members:

I herewith submit for your approval the following for reappointment to the Police Department:

NAME	DATE EFFECTIVE	DATE EXPIRES
Nolan Crawford	October 28, 2023	October 28, 2024

Police Officer

Respectfully submitted,

James D. Hagedorn

Mayor

A motion to accept and approve the reappointment made by Councilmember Patke, seconded by Councilmember Coulter, passed without dissent.

PUBLIC HEARINGS

\* Precoat Metals Washington Project

October 10, 2023

Mayor & City Council

City of Washington

Washington, MO 63090

Re: Chapter 100- Precoat Metals Washington Project

Mayor & City Council,

On your agenda for the October 16<sup>th</sup>, 2023 meeting is the approval of the Chapter 100 agreement for the Precoat Metals Washington Project. The terms of the abatement match the terms approved in the MOU in November of 2022 with a base payment of \$185,000 / year for real property taxes (equal to approximately 65% abatement) and a payment of 25% of personal property taxes per year (75% abatement) for 15 years.

As discussed in previous meetings, the terms of the Chapter 100 agreement were amended in order to assist in the funding of the natural gas expansion. This amendment is shown in the attached with a 100% abatement on both personal and real property for the first three years. However, Precoat and 353 have agreed to an additional MOU that states they will still deliver their agreed upon payments based on the terms laid out above to 353. After those first three years payments are then diverted back to the taxing districts.

A full cost benefit analysis has been attached showing the estimated annual payments.

Feel free to reach out with any questions.

Sincerely,

Sal Maniaci

Community and Economic Development Director

**Maniaci:** Yes, Good Evening Council. This is the Public Hearing for the passage of the Chapter 100 Tax Abatement and issuance of the bonds for the Precoat AZZ, Precoat Metals

Project here in town. I'm sure as everyone's aware as same with Council, in November of last year when we passed the Memorandum of Understanding agreeing to these terms, they still are the same terms although as I explained in my letter, the first three years are amended to have 100% abatement but that, there's a separate agreement for the company and 353 for them to be able to use those first three years of payments back towards a utilities to the park.

I'm happy to answer any questions and it is a Public Hearing.

**Hagedorn:** Would anyone in the audience like to say anything? Okay.

With no further discussion, a motion to accept this item into the minutes made by Councilmember Behr, seconded by Councilmember Patke, passed without dissent.

**Bill No. 23-12886, Ordinance No. 23-13852, an ordinance authorizing the City of Washington, Missouri, to issue its Taxable Industrial Revenue Bonds (Precoat Metals Washington LLC Project) for the purpose of providing funds to pay the costs of acquiring, constructing and equipping a facility for an industrial development project in the City; Approving a plan for the project; and Authorizing the City to enter into certain agreements and take certain other actions in connection with the issuance of the bonds.**

The ordinance was introduced by Councilmember Holtmeier.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Hidritch-aye, Holtmeier-aye, Behr-aye, Patke-aye, Briggs-aye, Coulter-aye, Wessels-aye, Reed-aye.

\* Special Use Permit – 601 West Fifth Street – Roadside Stand

*October 10, 2023*

*Honorable Mayor and City Council*

*City of Washington*

*Washington, Missouri*

*RE: File #23-1002-Special Use Permit-Road Side Stand-601 W. Fifth Street*

*Dear Mayor and Council Members:*

*At the regular meeting of the Planning & Zoning Commission, held on Monday, October 9, 2023, the Commission reviewed and recommends approval of the above mentioned Special Use Permit.*

*Sincerely,*

*John Borgmann*

*Co-Chairman*

*Planning & Zoning Commission*

**Maniaci:** Yes, Good Evening Council. So, your other Public Hearing tonight is for a Special Use Permit for a Roadside Stand at 601 West Fifth Street, which is at the corner of West Fifth and Stafford, obviously commonly known as The Sand Bar right now.

They are requesting to have, currently there is no kitchen in the facility for food and they're requesting to have a permanent roadside stand on the western side of the building here where you see these parking stalls.

In our code, you are permitted to have a Roadside Stand on private property 10 times in a calendar year without having a Special Use Permit. All you need is a business license and

approval from the property owner. Once you did it in the same spot for more than 10 times in a calendar year, you have to come forward with a Special Use Permit.

So, obviously it's a food trailer. It's not mobile so they plan to keep it there, I think pretty much full time, you know it could be hitched up. But so, obviously they would need a Special Use Permit.

So, the property again is at the corner of Stafford and West Fifth. This is a site plan just kind of showing the general location of it. It is a 8 x 20 trailer so it does fit into a parking stall. They do have some benches to the left that aren't shown here taking up another parking stall; however, for this use and in this zoning, they have plenty of parking. You're actually permitted, the code is specific about utilizing, bars and nightclubs can have joint parking if the neighboring property approves it and it's within 300'. Well, the neighboring property owner also owns this property, so obviously you can count all of these parking spaces and the 14 they have in the back. So, there is no concern with taking away two parking spaces for this and it did not impede any fire lane.

As for the zoning, you can see here it's C-2 Overlay and then to the rear it's the R-2 Overlay so, this is the kind of mixed use area of Fifth Street.

Last week at the Planning and Zoning Commission Meeting, we did not have any comments from the public and the Planning and Zoning Commission did recommend approval unanimously to issue the Special Use Permit, under one condition by recommendation of staff that the applicant have an inspection done and fill out the Mobile Food Stand Inspection Form, Safety Form, by the Washington Fire Department. We have had that form for a number of years now. It is specially for food trucks and asks questions like when the hood has last been inspected, if they're using fryers, you know to go through all of that and actually have an inspection by the Fire Department.

We were only using that whenever it was somehow applying to be a Registered Food Truck in a Vending District and not one of these Special Use Permits, and so now internally we have changed our internal policy to require that, those first 10 times as well and then conditionalize it on Special Use Permits.

With that condition, I think it made everyone at P&Z comfortable and the applicant has that application and that goes straight to the Fire Department. They may actually have already turned that in.

**Holtmeier:** The only problem that I have is lately there has been a lot of, you know it says 5 p.m. to 2 a.m. Is that correct? I think that's correct. We've had a lot of problems up there when closing and with crowds gathering outside and squealing tires and all of that stuff. I didn't know if this would be a, if we could shorten the hours.

**Maniaci:** We're requiring to close bars at 1:30 a.m. Correct? Yeah, so we can conditionalize the hours on here as well.

**Holtmeier:** I'd say that Midnight would be what I would prefer if we go through with this.

**Wessels:** Sal, the other thing, and I agree with Joe, it seems to be that we read a lot of incidents that occur right down there. I was wondering why they maybe didn't put it, especially being right down there on the street, maybe put it in the back parking lot? That's theirs also, isn't it?

**Maniaci:** Yes, that lot you can see there.

**Wessels:** Was there any discussion about that or...



**Maniaci:** No, the only discussion at P&Z was to make sure that it wasn't placed in between these two buildings so that there was still room for cars to get around. I don't think that it's technically a fire lane. The building doesn't need 360 access with this. So, there was discussion of that and then I won't speak on the behalf of Chief, but with that condition of approval, having it earlier than when the bars close, that may be tough to regulate because it's closing it at Midnight prior to than 1:30 when the bar is still open.

**Holtmeier:** Or even make it 1:30 instead of 2...*inaudible*

**Maniaci:** *Inaudible*...the restaurant is closed.

**Armstrong:** Sure.

**Maniaci:** That makes more, I mean it's your own prerogative, I just, having an Officer show up at Midnight and then at 1:30 to make sure the bar is actually closed, I don't want to speak on your behalf.

**Armstrong:** I agree with Sal. We could enforce either way, whatever you all decide. So, it's not that problematic. We're by there several times while they're open anyway so we can certainly stop by to make sure they're closed at *inaudible*...

**Coulter:** Are you more comfortable with 1:30 versus Midnight?

**Armstrong:** I really, well I guess it depends on what, so as Council eluded to, there has been increased problems recently with crowds gathering outside during business hours and at closing time. I'm not sure if this will impact it or not. I would imagine it would increase that. Just the fact that now there is a reason to be outside.

**Unknown:** A reason to stay past hours.

**Armstrong:** And stay past hours too.

**Holtmeier:** It just keeps the patrons around longer.

**Armstrong:** Yes.

**Holtmeier:** You get more problems when you got...

**Reed:** I'm not done with my hotdog.

**Holtmeier:** What?

**Reed:** I'm not done with my hotdog yet. I'll be leaving shortly.

**Holtmeier:** I'd say 1:00 when the bars close and the food close the same time. That would be my preference. But that's just...

**Reed:** Is the owner present or here?

**Lamb:** It is a Public Hearing so...*inaudible*

**Maniaci:** They are not.

**Lamb:** Open the floor for comments.

**Maniaci:** The applicant was at Planning and Zoning Commission, I'm not sure if they weren't able to make it.

**Lamb:** Okay.

**Reed:** My thing of it is 10 times is not a lot, I mean if you're doing it and it all got down now and 10 times in between now until the end of the year, maybe a lot. But I mean, 10 times is not much, I mean you've got a hell of an investment here just to do it 10 times a year. I see this, you know maybe snowballing and then continue to do more than this, his requirements are to what?

**Maniaci:** Well, this permit is to allow more than 10 times.

**Reed:** More than 10 times?

**Maniaci:** Yes.

**Reed:** Okay.

**Maniaci:** Anything less, we can improve in house. Administration...

**Reed:** So, he can be open every weekend?

**Maniaci:** Yes, and then for 10 weeks, you could.

**Wessels:** You could be open every night.

**Maniaci:** And now your, with a Special Use Permit, it could be open every day.

**Reed:** Okay.

**Maniaci:** The Special Use Permit allows you to go above and beyond 10 because it's considered permanent.

**Wessels:** Would you be able to pin down for, I don't know, would you be able to pin down the activities that we've read about, the occurrences up there at closing time and so forth, are they out in front or they in...

**Armstrong:** Yes, it would be along Fifth Street.

**Wessels:** Most of the time?

**Armstrong:** Yes, most of the time.

**Wessels:** See that again, I thought so when I was reading those. That's again my point was, maybe...*inaudible*. You have more traffic on Fifth Street and if you're going to draw more people on that side of the thing, I don't know.

**Reed:** Well, we may need a way out of this thing...*inaudible*

**Hagedorn:** Would anyone in the audience like to comment on this? Okay.

**Maniaci:** I would say, when you say a way out of it, the new rule you passed a few months ago, revocation of a Special Use Permit. I would say that you have to add some conditions then hold them to that. So, there has to be some...*inaudible*

**Reed:** I think we're silly if we don't add something to that.

**Maniaci:** Maybe ask Mark, I don't know what could constitute...

**Piontek:** I'm trying to pull it up here so, bear with me.

**Maniaci:** *Inaudible*

**Lamb:** While he's looking that up, you would have to go ahead at a minimum, if you want to put in the...

**Piontek:** The time.

**Lamb:** The time, you have to go ahead and add that to the ordinance. That would have to be added.

**Piontek:** Correct.

**Patke:** But is it simply adding a time or is it a matter of occurrences when law enforcement is called that we're going to put a time frame on that? I mean that's tough.

**Wessels:** Yes, we don't...

**Patke:** I agree with you, it's a bad situation but...

**Reed:** It could be a bad situation.

**Patke:** Right. So, back to Councilmember Coulter's question, the Chief is, what time is it the best? If we say close the restaurant, part of it at Midnight, I know, it's, you know not that you have to enforce it, but if we allow that to open until 1:30, we are waiting for your hotdog to get done and they are until after that.

**Armstrong:** Sure, I would prefer earlier.

**Patke:** Yes.

**Armstrong:** But that's my opinion.

**Reed:** After Midnight.

**Patke:** So, I'm back to what Councilmember Holtmeier proposed, and say the food truck closes at Midnight. That would be my suggestion.

**Holtmeier:** Yes.

**Reed:** I can buy that.

**Patke:** I mean...*inaudible*

**Wessels:** We can put that on as a condition for the Special Use Permit, Mark?

**Piontek:** Yes.

**Lamb:** Hours of operation.

**Wessels:** All right. Do we have that in a motion yet?

**Behr:** *Inaudible*

**Patke:** I will make that motion that we, upon approval of this Special Use Permit that the stand closes at Midnight.

**Holtmeier:** I'll second that.

**Hagedorn:** Okay, motion by Patke, seconded by Holtmeier. Further discussion? Do we need to accept this into the minutes first?

**Patke:** Are you okay with that, Mark?

**Lamb:** You need to accept the hearing into the minutes.

**Piontek:** The recommendation, right.

**Holtmeier:** Okay.

**Wessels:** I move to accept the hearing into the minutes.

**Hidritch:** Second.

**Hagedorn:** Motion by Wessels, seconded by Hidritch. Why don't we pass this just to get it into the minutes. Is that okay?

**Lamb:** That's all you have to do is get it into the minutes, and then the next one is where you can amend the ordinance.

**Hagedorn:** Okay.

**Reed:** Oh, okay.

**Hagedorn:** All right, on Mark's motion and Mark's second, all of those in favor say aye.

**Hidritch, Holtmeier, Behr, Patke, Briggs, Coulter, Wessels, Reed:** Aye.

**Hagedorn:** Motion passes. It's in the minutes.

With no further discussion, a motion to accept this item into the minutes made by Councilmember Wessels, seconded by Councilmember Hidritch, passed without dissent.

*(Remaining of page intentionally left blank)*

**Bill No. 23-12887, Ordinance No. 23-13853, an ordinance granting a Special Use Permit for a Roadside Stand at 601 West Fifth Street in the City of Washington, Franklin County, Missouri.**

The ordinance was introduced by Councilmember Holtmeier.

A motion to accept as read with the addition of closing at Midnight made by Councilmember Patke, seconded by Councilmember Holtmeier passed without dissent. After a brief discussion, the ordinance was read a second time and approved on the following vote; Hidritch-aye, Holtmeier-aye, Behr-aye, Patke-aye, Briggs-aye, Coulter-aye, Wessels-aye, Reed-aye.

**CITIZENS COMMENTS**

\* None

**UNFINISHED BUSINESS**

\* None

**REPORT OF DEPARTMENT HEADS**

\* None

**ORDINANCES/RESOLUTIONS**

**Bill No. 23-12888, Ordinance No. 23-13854, an ordinance authorizing and directing the execution of a Priority Dispatch System Implementation Agreement by and between the City of Washington, Missouri and Medical Priority Consultants, Inc. dba Priority Dispatch Corp.**

The ordinance was introduced by Councilmember Patke.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Hidritch-aye, Holtmeier-aye, Behr-aye, Patke-aye, Briggs-aye, Coulter-aye, Wessels-aye, Reed-aye.

**Bill No. 23-12889, Ordinance No. 23-13855, an ordinance ordering and directing issuance of refunds for Landfill Fees.**

The ordinance was introduced by Councilmember Coulter.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Hidritch-aye, Holtmeier-aye, Behr-aye, Patke-aye, Briggs-aye, Coulter-aye, Wessels-aye, Reed-aye.

**Bill No. 23-12890, Ordinance No. 23-13856, an ordinance amending Section 220.015 Use of Municipal Landfill of the Code of the City of Washington, Missouri.**

The ordinance was introduced by Councilmember Holtmeier.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Hidritch-aye, Holtmeier-aye, Behr-aye, Patke-aye, Briggs-aye, Coulter-aye, Wessels-aye, Reed-aye.

**Bill No. 23-12891, Ordinance No. 23-13857, an ordinance repealing Sections 705.120 and 705.410 of the Code of the City of Washington, Missouri and enacting in lieu thereof a new Section 705.120 and a new Section 705.410.**

The ordinance was introduced by Councilmember Patke.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Hidritch-nay, Holtmeier-aye, Behr-aye, Patke-aye, Briggs-aye, Coulter-aye, Wessels-aye, Reed-aye.

**Bill No. 23-12892, Ordinance No. 23-13858, an ordinance amending Schedule IV, No Parking At Any Time of the Code of the City of Washington, Missouri.**

The ordinance was introduced by Councilmember Holtmeier.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Hidritch-aye, Holtmeier-aye, Behr-aye, Patke-aye, Briggs-aye, Coulter-aye, Wessels-aye, Reed-aye.

**Bill No. 23-12893, FAILED, an ordinance prohibiting field dressing or processing deer in public.**

The ordinance was introduced by Councilmember Hidritch.

After discussion, the ordinance was read a second time and failed 7-1 on the following roll call vote; Hidritch-aye, Holtmeier-nay, Behr-nay, Patke-nay, Briggs-nay, Coulter-nay, Wessels-nay, Reed-nay.

### **COMMISSION, COMMITTEE AND BOARD REPORTS**

**\* Preliminary Plat Approval – Rose Terrace Subdivision Plat 2**

*October 10, 2023*

*Honorable Mayor and City Council*

*City of Washington*

*Washington, Missouri*

*RE: File #23-1001-Rose Terrace Plat II-Preliminary Plat*

*Dear Mayor and Council Members:*

*At the regular meeting of the Planning & Zoning Commission, held on Monday, October 9, 2023, the Commission reviewed and recommends approval of the Preliminary Plat Application for Rose Terrace, Plat II.*

After a brief discussion on the preliminary and final plat approvals of Rose Terrace Subdivision Plat 2, a motion to accept and approve this item made by Councilmember Coulter, seconded by Councilmember Patke, passed without dissent.

**Bill No. 23-12894, Ordinance No. 23-13859, an ordinance approving the Final Plat of Rose Terrace Subdivision Plat 2, in the City of Washington, Franklin County, Missouri.**

The ordinance was introduced by Councilmember Holtmeier.

With no further discussion, the ordinance was read a second time and approved on the following vote; Hidritch-aye, Holtmeier-aye, Behr-aye, Patke-aye, Briggs-aye, Coulter-aye, Wessels-aye, Reed-aye.

**MAYOR'S REPORT**

- \* Congratulations to Councilmember Allan Behr for earning the prestigious designation of Certified Municipal Official from the Missouri Municipal League's Municipal Governance Institute.
- \* Brief discussion on the issuance of refunds for Landfill fees.

**CITY ADMINISTRATOR'S REPORT**

- \* None

**COUNCIL COMMENTS**

- \* Discussion on Capital Improvement Sales Tax Projects.
- \* Discussion on doing a Public Service Announcement on Flushable Wipes.
- \* Brief discussion on scheduled trash/recycling pickup days.
- \* Brief discussion on the failed ordinance regarding prohibiting field dressing or processing deer in public.
- \* Update on Comprehensive Plan.

**ADJOURNMENT**

With no further business to discuss, a motion to adjourn made at 7:59 p.m. by Councilmember Wessels, seconded by Councilmember Holtmeier passed without dissent.

Adopted: \_\_\_\_\_

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

\_\_\_\_\_  
President of City Council

Passed: \_\_\_\_\_

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

\_\_\_\_\_  
Mayor of Washington, Missouri



November 6, 2023

Honorable Mayor and City Council  
City of Washington  
405 Jefferson St.  
Washington, MO 63090

RE: Final Payment Request – Pool Management, Maintenance & Lifeguards

Honorable Mayor and City Council:

The Parks and Recreation Department is asking for final payment for management & maintenance of the pool and lifeguard services. The contract is complete per the specifications and documents, and as such, I am asking that you consider granting Midwest Pool Management's request for final payment in the amount of \$8,056.07.

As always, if you have any questions, concerns or need additional information, please advise.

Respectfully submitted,

*Wayne Dunker*

Wayne Dunker MA, CPRP  
Director of Parks & Recreation

Attachment – 1



## FINAL PAYMENT REQUEST

**TO:** City Council  
**NAME OF PROJECT:** POOL MANAGEMENT & LIFEGUARD FEES  
**OWNER:** CITY OF WASHINGTON  
**CONTRACTOR:** MIDWEST POOL MANAGEMENT

**THE FOLLOWING FINAL PAYMENT IS HEREBY REQUESTED TO BE MADE TO THE CONTRACTOR:**

---

Original Contract Price.....	\$229,385.00
Change Order.....	\$0.00
Contingency.....	\$0.00
New Contract Amount.....	\$0.00
Previous Payments.....	\$210,051.04
Final Payment.....	\$8,056.07

---

**Approval:**

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

City of Washington, Missouri

By: \_\_\_\_\_

Title: \_\_\_\_\_





156 Weldon Parkway  
 Maryland Heights, MO, 63043  
 Phone: 314-432-1313

# INVOICE

Invoice ID PF000953  
 Invoice Date 15-Sep-2023  
 Invoice Due Date 15-Oct-2023  
 Contract ID 023-505  
 Terms Net 30

**BILL TO**

City Of Washington  
 Altn: Parks Department  
 405 Jefferson Street  
 Washington MO 63090

DESCRIPTION	CONTRACT AMOUNT	PREVIOUSLY INVOICED	CURRENT INVOICE
Maintenance Fee - April	3,000.00	3,000.00	0.00
Management Fee - April	3,000.00	3,000.00	0.00
Maintenance Fee - May	13,750.00	13,750.00	0.00
Management Fee - May	4,500.00	4,500.00	0.00
Salary Billing Pay Date 06/29/23	4,665.00	4,665.00	0.00
Maintenance Fee - June	13,750.00	13,750.00	0.00
Management Fee - June	4,500.00	4,500.00	0.00
Salary Billing Pay Date 07/13/23	22,085.71	22,085.71	0.00
Salary Billing Pay Date 07/27/23	23,751.02	23,751.02	0.00
Maintenance Fee - July	13,750.00	13,750.00	0.00
Management Fee - July	4,500.00	4,500.00	0.00
Salary Billing Pay Date 08/10/23	20,471.00	20,471.00	0.00
Salary Billing Pay Date 08/24/23	20,325.76	0.00	0.00
Maintenance Fee - August	13,750.00	13,750.00	0.00
Management Fee - August	4,500.00	4,500.00	0.00
Salary Billing Pay Date 09/08/23	9,704.63	0.00	0.00
Salary Billing Pay Date 09/21/23	8,066.07	0.00	8,056.07
Maintenance Fee - September	3,890.00	3,890.00	0.00
Management Fee - September	2,970.00	2,970.00	0.00

**Total Amount Due**

**8,056.07**

1a

## City of Washington Salary Expense

### BASE SALARY EXPENSE

<i>PAY PERIOD</i>	<i>PAY DATE</i>	<i>HOURS</i>	<i>DOLLAR AMOUNT</i>
08/25 - 09/06/23	09/21/23	378.15	\$ 6,646.92
<b>SUB-TOTAL</b>			<b>\$ 6,646.92</b>
<b>PAYROLL TAXES</b>			<b>\$ 1,409.15</b>

**TOTAL** **\$ 8,056.07**

2023 SALARY BUDGET	\$161,825.00	Pre Billed:	\$33,300.00
SALARY 05/04 - 05/17/23	(\$1,377.67)		-\$1,377.67
SALARY 05/18 - 05/31/23	(\$13,008.69)		-\$13,008.69
SALARY 06/01 - 06/14/23	(\$23,578.98)		-\$23,578.98
SALARY 06/15 - 06/28/23	(\$22,085.71)		-\$4,665
SALARY 06/29 - 07/12/23	(\$23,751.02)		
SALARY 07/13 - 07/26/23	(\$20,471.00)		
SALARY 07/27 - 08/09/23	(\$20,325.75)		
SALARY 08/10 - 08/24/23	(\$9,704.63)		
SALARY 08/25 - 09/06/23	(\$8,056.07)		
<b>BALANCE</b>	<b>\$19,465.48</b>		



November 6, 2023

Honorable Mayor and City Council  
City of Washington  
405 Jefferson St.  
Washington, MO 63090

RE: Final Payment Request – Skate Park Features

Honorable Mayor and City Council:

The Parks and Recreation Department is asking for final payment for the new skate park features at Optimist Park. The project is complete per the specifications and documents, and as such, I am asking that you consider granting American Ramp Company's request for final payment in the amount of \$9,761.78.

As always, if you have any questions, concerns or need additional information, please advise.

Respectfully submitted,

*Wayne Dunker*

Wayne Dunker MA, CPRP  
Director of Parks & Recreation

Attachment – 1



## FINAL PAYMENT REQUEST

**TO:** City Council  
**NAME OF PROJECT:** SKATE PARK FEATURES  
**OWNER:** CITY OF WASHINGTON  
**CONTRACTOR:** AMERICAN RAMP COMPANY

**THE FOLLOWING FINAL PAYMENT IS HEREBY REQUESTED TO BE MADE TO THE CONTRACTOR:**

---

Original Contract Price.....	\$19,523.56
Change Order.....	\$0.00
Contingency.....	\$0.00
New Contract Amount.....	\$0.00
Previous Payments.....	\$9,761.78
Final Payment.....	\$9,761.78

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**Approval:**

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

City of Washington, Missouri

By: \_\_\_\_\_

Title: \_\_\_\_\_



American Ramp Company  
 601 S. McKinley Ave  
 Joplin, MO 64801

# Invoice

Date	Invoice #
9/29/2023	8097

Name / Address
<p>City of Washington          Waume Dunker          405 Jefferson St          Washington, MO 63090</p>

Ship To
<p>City of Washington          Attn: Wayne Dunker          2000 East 9th Street          Washington, MO 63090</p>

Project Name	P.O. No.	Terms	Due Date
	23-0195	50% down, 50% when s...	10/29/2023
Description	Quantity	Price Each	Amount
Optimist Skate Park Washington MO - New Features	0.5	19,523.56	9,761.78
<b>Total</b>			<b>\$9,761.78</b>



November 2, 2023

Re: Liquor License

Mrs. Sherri Klekamp, City Clerk  
City of Washington  
405 Jefferson Street  
Washington, MO 63090

Dear Sherri,

Tasha Schuetz has submitted an alcohol license application for the privilege of selling liquor of all kinds by the drink retail. She will sell Monday through Saturday as well as Sunday. Miss Tasha Schuetz business is named Serendipity Slush Co. and is located at 8 W 2<sup>nd</sup> St.

Miss Tasha Schuetz has submitted all required paperwork and has paid the \$333.33 fee.

Miss Tasha Schuetz has asked that her application go before the City Council on November 6, 2023.

Sincerely,

*Heather M Parker*

Heather M Parker, Clerk  
City of Washington

# Mayor's Proclamation

CITY OF WASHINGTON, MISSOURI

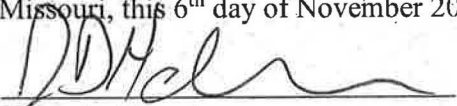
## NATIONAL RECOGNITION WASHINGTON IN BLOOM

- Whereas,* Top honors for the prestigious 2023 America in Bloom Program were announced at the Annual Symposium and Awards Celebration held in Spartanburg, South Carolina, September 28-September 30, 2023; and
- Whereas,* The City of Washington, Missouri was the winner of the Urban Forestry Outstanding Achievement Award. Additionally, Washington was the winner of the 10,000-15,000 Population Category Award; and
- Whereas,* The City of Washington, Missouri also received special recognition for its Urban Forestry efforts from the America In Bloom Advisors; and
- Whereas,* all participating communities were evaluated on seven criteria: Community Vitality, Overall Impression, Environmental Initiatives, Heritage Celebration, Urban Forestry, Landscaped Areas, and Floral Impact. America in Bloom is the only national awards program that sends specially trained Advisors to personally visit participating communities; and
- Whereas,* to date, more than 330 communities from 43 states have participated in the program and more than 22 million people have been touched by it.

*Now Therefore,* I, James D. Hagedorn, Mayor of the City of Washington, Missouri do hereby extend my sincere congratulations to the Washington In Bloom Committee for their national recognition from the America in Bloom Organization for their excellent work in making our community more beautiful and vibrant.



*In Witness Whereof* I have hereunto set my hand and caused to be affixed the Seal of the City of Washington, Missouri, this 6<sup>th</sup> day of November 2023.

  
James D. Hagedorn  
Mayor



October 19, 2023

To the City Council  
City of Washington  
Washington, Missouri

Dear Council Members:

I herewith submit for your approval the following for appointment to the Franklin County Transportation Committee as attendee and alternate attendee in accordance with the Bylaws of the Franklin County Transportation Committee:

Charles Stankovic, City Engineer - attendee  
Darren Lamb, City Administrator - alternate attendee

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "J. D. Hagedorn", is written over the text "Respectfully submitted,".

James D. Hagedorn  
Mayor





October 30, 2023

To The City Council  
City of Washington  
Washington, MO 63090

Dear Council Members:

I herewith submit for your approval the following for appointment to the Police Department as a Reserve Officer:

<b>NAME</b>	<b>DATE EFFECTIVE</b>	<b>DATE EXPIRES</b>
Zachary T. Chadwick Reserve Officer	November 7, 2023	November 7, 2024
Shayne P. Durbin Reserve Officer	November 7, 2023	May 7, 2024 ( <i>first six months</i> )

Respectfully submitted,



James D. Hagedorn  
Mayor



**POLICE**  
CITY OF WASHINGTON

**Washington Police Department**  
**Chief Jim Armstrong DSN 256**

301 Jefferson Street  
Washington, MO 63090  
Administration: (636)390-1055  
Dispatch: (636)390-1050  
Fax: (636)390-2455

DATE: October 30, 2023  
TO: Mayor Doug Hagedorn  
FROM: Chief Jim Armstrong  
SUBJECT: Reserve Police Officers

Honorable Mayor,

I respectfully request that the following individuals be presented to City Council for appointment to the City of Washington Police Department as Reserve Police Officers.

NAME	TERM BEGINS	TERM ENDS
Zachary T. Chadwick	November 7, 2023	November 7, 2024
Shayne P. Durbin	November 7, 2023	May 7, 2024 (first six months)

Chadwick has worked as a police officer with the Washington Police Department since December of 2022. He recently resigned from his current position to take a full-time job outside of law enforcement. During his time as a Washington Police Officer, he has performed admirably. He requested to continue to serve the police department as reserve police officer. He would be an asset as a reserve officer.

Durbin applied for a position as a police officer with the Washington Police Department in mid-April 2023. At that time, he was still attending the police academy. He recently graduated from the Eastern Missouri Police Academy with a Class A peace officer license. After completing the selection process, the command staff agreed to offer him a Reserve Police Officer position. Written testing, physical standards testing, an extensive background investigation and an interview by command staff and city staff were held, all with good results.

I am confident in presenting Chadwick and Durbin for approval as Reserve Police Officers with the Washington Police Department.

Respectfully,

*Chief James Armstrong*

Jim Armstrong, Chief of Police



October 30, 2023


City Council  
City of Washington  
Washington, Missouri

Dear Council Members:

I herewith submit for your approval the following for reappointment to the Police Department:

<u>NAME</u>	<u>DATE EFFECTIVE</u>	<u>DATE EXPIRES</u>
Gregory Garrett Police Officer	November 3, 2023	November 3, 2024
Chase Wurth Police Officer	November 8, 2023	November 8, 2024
Michael Grissom Sergeant	November 22, 2023	November 22, 2024

Respectfully submitted,



James D. Hagedorn  
Mayor



**POLICE**  
CITY OF WASHINGTON

**Washington Police Department**  
**Chief Jim Armstrong DSN 256**

301 Jefferson Street  
Washington, MO 63090  
Administration: (636)390-1055  
Dispatch: (636)390-1050  
Fax: (636)390-2455

Date: October 30, 2023  
To: Mayor Doug Hagedorn  
Subject: Reappointment of Police Officers

Honorable Mayor,

I respectfully request that the following officers be presented to the City Council for reappointment with the Washington Police Department for a one year term. These officers continue to perform well and are an asset to the department and City of Washington.

NAME	DATE EFFECTIVE	DATE EXPIRES
<b>Officer Gregory Garrett</b>	<b>November 3, 2023</b>	<b>November 3, 2024</b>
<b>Officer Chase Wurth</b>	<b>November 8, 2023</b>	<b>November 8, 2024</b>
<b>Sgt. Michael Grissom</b>	<b>November 22, 2023</b>	<b>November 22, 2024</b>

Thank you for your consideration.

Respectfully,

*Chief James Armstrong*

Jim Armstrong, Chief of Police

BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE AUTHORIZING AND DIRECTING THE EXECUTION OF AN AGREEMENT FOR PUBLIC SAFETY ANSWERING POINT ("PSAP") SUPPORT SERVICES BY AND BETWEEN THE CITY OF WASHINGTON, MISSOURI AND FRANKLIN COUNTY, MISSOURI

BE IT ORDAINED by the Council of the City of Washington, Missouri, as

Follows:

SECTION 1: The Mayor is hereby authorized and directed to execute an Agreement For Public Safety Answering Point ("PSAP") Support Services with Franklin County, Missouri. A copy of said agreement is attached hereto and marked as Exhibit A.

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: This ordinance shall be in full force and effect from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri

**EXHIBIT A**  
**COUNTY OF FRANKLIN, MISSOURI**  
**AGREEMENT FOR PUBLIC SAFETY**  
**ANSWERING POINT (“PSAP”) SUPPORT SERVICES**

THIS AGREEMENT FOR PUBLIC SAFETY ANSWERING POINT (“PSAP”) SUPPORT SERVICES (“Agreement”) is made pursuant to Article VI, Section 16 of the Missouri Constitution, and Chapter 70 of the Revised Statutes of Missouri, and is hereby made and entered into this \_\_\_\_ day of \_\_\_\_\_ 2023 by and between the County of Franklin, Missouri, a political subdivision of the State of Missouri (the “County”), and the City of Washington, Missouri, a municipal corporation and political subdivision of the State of Missouri (the “City”), hereinafter collectively referred to herein as “Parties” or individually as a “Party”;

WHEREAS, the County and the City each own and operate a Public Safety Answering Point (PSAP); and

WHEREAS, the Parties have been investigating and evaluating suitable strategies to support regional public safety applications and their integration among Public Safety Answering Points (PSAPs); and

WHEREAS, the PSAPs require emergency communications services equipment and/or significant software upgrades; and

WHEREAS, there are opportunities, through shared procurements, to contain aggregate costs, enhance PSAP interoperability, improve intra-PSAP and inter-PSAP backup processes, and offer best value; and

WHEREAS, the Parties also agree that by sharing 911 Call Handling Systems for phones, a degree of resiliency and redundancy can be achieved for 911 as well as a mechanism for cost sharing; and

WHEREAS, it is necessary for the Parties to enter into an agreement to set forth their respective rights, duties and obligations.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties do hereby undertake, promise, and agree as follows:

**DEFINITIONS**

**“Database Charges”** mean the charges by a Vendor for E-911 ALI database access.

**“Host Call Processing Equipment”** (Host CPE) means (1) the hardware and equipment including the provision of data centers, that is needed to operate, manage, and host the Remote CPE and the 9-1-1 System, but excluding the Remote CPE and (2) the software used to accept, deliver, operate, and manage 9-1-1 voice/text information, location information, and related data from the telephone service providers to Remote CPE and to the 9-1-1 System.

**“Host Costs”** consists of the cost of the equipment required to establish the host, in addition to all hardware warranties and support costs necessary for the proper operation and upkeep of the Host Equipment imposed by the Vendor.

**“Individual Costs”** means those expenses reasonable and necessary for the day-to-day operation of a PSAP and shall include such things as staffing, training, utilities, furniture, internet/email costs, and IT support for daily operations. Each individual PSAP shall be responsible for individual costs as well as reconfiguration costs incurred by the PSAP as a result of the addition, deletion, or reconfiguration of equipment at their PSAP that requires reconfiguration of the Host/remote equipment.

**“PSAP Equipment”** means client workstation monitors, dispatch area central processing units, and other peripherals of the PSAPs that are required under the agreement with the Vendor to facilitate the processing of 911 calls/texts routed from the Common Equipment.

**“Public Safety Answering Point (PSAP)”** means a communication facility operated on a 24-hour basis, which first receives 911 calls/texts from persons in a 911-service area and which may, as appropriate, directly dispatch public safety services or extend, transfer, or relay 911 calls/texts to appropriate public safety agencies.

**“Remote Call Processing Equipment”** (Remote CPE) means the hardware and equipment specific to a PSAP which accepts, delivers, and manages 9-1-1 voice/text information, location information, and related data from the host and telephone service providers to the call taker/dispatcher and the 9-1-1 System.

**“Remote Costs”** includes the costs of installation, operation, and maintenance of approved call handling equipment, remote to host network costs, related trunking/telco costs for transport of calls/texts from the PSAP geographical service area to the host, and GIS data/software necessary.

**“Text Control Center”** (TCC) means the entity used to route Text Messages to the PSAP through the 911 system.

**“Vendor” or “Vendors”** means equipment, software, license, and/or service provider(s) for procurement of products or services, including maintenance services.

## **PURPOSE AND POWERS**

The purpose of this Agreement is to provide guidance for the cooperative and coordinated procurement, construction, implementation, operation, and maintenance of emergency communications services and to provide for the inclusion of other PSAPs in the future. This Agreement is also intended to carry out the duties assigned to PSAPs by the State of Missouri, and the Parties responsible for the financing, administration and operation of 911 service.

## **SHARING OF 911 INFRASTRUCTURE**

For the Sharing of the 911 Infrastructure, it is the intent that the Parties will:

1. Identify backup telephone numbers that the 911 calls/texts could be routed to in the event of failure.
2. Identify County as a Host Site, which will be responsible for the Host Costs and Host Call Processing Equipment. Any required host specific equipment maintenance or upgrades will be done under the contract that the Host Site has with the communications Vendor.
3. Provide for the maintenance costs of their workstations and any unique interface costs as well as the costs of third-party mapping software.
4. Enter into a system upgrade agreement with AT&T. Estimated costs to the County for the upgrade are \$1,042,976.50. Estimated costs to the City are \$278,699.39.

For the Host Equipment Infrastructure, it is the intent of the Parties that the approved Host Site entity will:

1. Configure the shared Host Equipment to allow for the operation of the remote equipment utilized by the Parties to this Agreement.
2. Configure the Host Equipment so that, in the event of a loss of connectivity with remote site or sites, calls/texts can be immediately answered in one of the other remote sites.
3. Ensure that redundancy is configured so that there should not be a loss of service if the Host Equipment is rendered unusable or is off-line for maintenance. This may be done through call routing to a different PSAP outside of this agreement.
4. Perform any Host Equipment maintenance upgrades under the contract that Host Site has with the selected Vendor.

## COSTS

For the purpose of funding 911 at the individual PSAP level, it is necessary to define or categorize the associated costs and determine responsibility. The following categories of costs shall be divided into Host Cost, Remote Cost, and Individual PSAP cost.

1. **INDIVIDUAL COST** – These costs are defined as expenses reasonable and necessary for the day-to-day operation of a PSAP and shall include such things as staffing, training, utilities, furniture, internet/email costs, and IT support for daily operations. Each individual PSAP shall be responsible for any reconfiguration costs incurred by the members as a result of the addition, deletion or reconfiguration of equipment at their PSAP that requires reconfiguration of the Host/remote Equipment. Each individual PSAP shall be responsible for procurement and payment of anything deemed an individual PSAP cost.

2. **REMOTE COST** – These costs are generally defined as the cost associated with being a remote PSAP, served by a geographic Host Site as outlined in this Agreement. These costs shall include installation, operation and maintenance of approved call handling equipment, remote to host network costs, related trunking/telco costs for transport of calls/texts from the PSAP geographical service area to the host, and GIS data/software necessary for participation with the host/remote configuration utilized by the PSAP of this joint entity.

3. **HOST COST** - consists of the cost of the equipment required to establish the host, in addition to all hardware warranties and support costs necessary for the proper operation and



upkeep of the Host Equipment imposed by the Vendor. The Host Site is responsible for the Host Costs.

4. BILLING – The City shall establish individual contracts with the approved Vendors for individual and remote costs. If there are costs found to be Remote that cannot be separated, the City will be billed by the County for their portion of the Remote costs. The County agrees to keep accurate records and submit invoices along with copies of all supporting documentation each month.

5. PAYMENT – The City agrees to submit the invoice presented by the County to its City Administrator for payment in accordance with the City’s regular claims process as soon as possible upon receipt of an invoice from the County.

6. DEFAULT/WITHHOLDING PAYMENTS – The City shall not be permitted to default upon any proper payment due the County. Default shall be considered 90 days after the invoice date. The City may not withhold payment to the County because of a perceived technical issue or ongoing dispute. If the County Commission is formally notified that the City is in default for non-payment, and the Parties are unable to reach an agreement for payment, the County Commission may take legal action against the City. If either party defaults in the performance of any covenant of this Agreement other than for the payment of money, and remains in default for 30 days after written notice from the non-defaulting party, the non-defaulting party, at its option, may immediately terminate the Agreement or pursue any legal action against the defaulting party. In the event of litigation between the parties, the prevailing party shall recover reasonable attorney’s fees and costs from the non-prevailing party.

7. PROCUREMENT – Each Party shall procure its own back-up and disaster recovery strategy, hardware, software, licenses, support, and services to include any telephone/ network services required. Such PSAP shall have the Vendor bill them directly. No Party shall make a purchase on behalf of the other Party that would encumber the other Party financially without approval of the Party’s governing body authorizing such a purchase.

8. OTHER COSTS – County shall be responsible for Database Charges and Text Control Center fees for the geographic area of Franklin County.

### **MAPPING SYSTEM AND GIS DATA**

All Parties to this Agreement are expected to maintain at their own expense a mapping system and GIS data that is technically compatible with the other Party’s equipment and that meets current National Emergency Number Association (NENA) standards. Each party will share this data with the Host Site for implementation into the Host Call Processing Equipment as needed. Each Party shall be responsible for all costs related to its mapping systems and GIS data maintenance.

## **NO SEPARATE ENTITY**

This Agreement does not create a new or separate legal entity and its powers are limited to those granted by this Agreement and by the provisions of Article VI, Section 16 of the Missouri Constitution, and Chapter 70 of the Revised Statutes of Missouri.

## **TERM**

This Agreement shall take effect upon execution by the Parties, and shall continue in effect for a period of three (3) years. Either Party may terminate this Agreement by giving no less than ninety (90) days' notice to the other Party.

## **COOPERATION**

The Parties will cooperate and use reasonable efforts to ensure that the various provisions of this Agreement are fulfilled. The Parties agree in good faith to undertake the resolution of disputes, if any, in an equitable and timely manner and in accordance with the provisions of this Agreement.

## **INDEPENDENT ENTITIES**

Each Party is, and shall remain, an independent entity with respect to all products and services acquired or performed under this Agreement. Each Party shall select the means, method, and manner of performing their respective roles herein. Each Party represents that it has or will secure at its own expense all personnel and applicable insurance required in performing its respective services under this Agreement. All personnel of any Party or other contractors or agents performing services for any Party shall not be considered an employee of any Party other than the Party employing such employee, contractor, or agent. Any and all claims that may or might arise under any applicable Federal or State law, rule, or regulation on behalf of said personnel, arising out of employment or alleged employment, including, without limitation, claims of discrimination against any Party's representative, its officers, agents, contractors, or employees shall in no way be the responsibility of any other Party. The Parties do not waive their sovereign immunity by entering into this Agreement and fully retain all immunities and defenses provided by law. This section survives any termination of this Agreement.

## **SEVERABILITY**

If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or otherwise unenforceable, that provision will be severed, and the remainder of this Agreement will remain in full force and effect. The Parties further recognize that this Agreement shall be subject to amendments in laws and regulations and to new laws and regulations. Any law or regulation that invalidates, or is otherwise inconsistent with the terms of this Agreement or that would cause one or more Parties to be in violation of the law or regulation, shall be deemed to have superseded the terms of this Agreement, provided, however, that the Parties shall exercise their best efforts to accommodate the terms and intent of this Agreement to the greatest extent possible.

### **THIRD PARTY RIGHTS**

This Agreement does not create any third-party rights for those who are not a Party to this Agreement.

### **ASSIGNMENT**

This Agreement may not be assigned or transferred, whether voluntarily or by operation of law, nor may any of the duties and responsibilities be assigned or transferred, whether voluntarily or by operation of law, without prior written consent of the non-assigning Parties.

### **AMENDMENT**

This Agreement may be amended only by a written, signed and dated agreement of all Parties to the Agreement, except for any Parties that have withdrawn or been terminated from such Agreement in accordance with the section of this Agreement entitled “**TERM**”. In the event of an amendment to this Agreement, any unamend or unaltered sections of this Agreement shall remain in full force and effect.

### **BINDING EFFECT**

This Agreement shall be binding upon the successors and assigns of the Parties hereto.

### **INDEMNIFICATION**

To the extent permitted by law, each Party will indemnify, defend and hold harmless the other Party from any and all liability, expense, cost, attorney’s fees, claim, judgment, suit and/or cause of action (whether or not meritorious), settlement, or demand for personal injury, death or damage to tangible property which may accrue against the other Party to the extent it is caused by the negligent acts or omissions of the indemnifying Party, its officers, employees, agents, or subcontractors while performing their duties under this Agreement, provided that the other Party gives the indemnifying Party prompt, written notice of any such claim, suit, demand or cause of action. The other Party shall cooperate in the defense or settlement negotiation of such claim, suit, demand, or cause of action. These indemnification provisions are not intended to waive a Party’s sovereign immunity.

### **HEADINGS**

The headings used in this Agreement are for convenience and are not used in the construction of this Agreement.

### **JOINT WORK PRODUCT**

This Agreement is the joint work product of all Parties; accordingly, in the event of any ambiguity, no presumption shall be imposed against or in favor of any Party due to document preparation.

## NOTICE

Notice shall be in writing and shall be effective upon receipt. Delivery may be by hand, in which case a signed receipt shall be obtained, or by United States mail, registered or certified, return receipt requested or by facsimile with a signed return facsimile acknowledging receipt.

## CONFIDENTIALITY

Each Party will take reasonable precautions to protect the other Parties' Confidential Information, using at least the same standard of care as it uses to maintain the confidentiality of its own Confidential Information, which shall not be less than reasonable care. For the purposes of this Agreement, "Confidential Information" is any information disclosed in written, graphic, or machine-recognizable form, and is marked, designated, labeled, or identified at the time of disclosure as being confidential or its equivalent. In addition and notwithstanding any provision to the contrary, Confidential Information shall not include any information that: (i) is or becomes publicly known through no wrongful act of the receiving party; (ii) is already known to the receiving party without restriction when it is disclosed; (iii) is, or subsequently becomes, rightfully and without breach of this Agreement, in the receiving Party's possession without any obligation restricting disclosure; (iv) is independently developed by the receiving Party without breach of this Agreement; (v) is explicitly approved for release by written authorization of the disclosing Party or (vi) receiving Party may disclose information as necessary to comply with state public records laws. The receiving Party may disclose Confidential Information if required by a governmental agency, by operation of law, or if necessary in any proceeding to establish rights or obligations under this Agreement, provided that the receiving Party gives the disclosing Party reasonable prior written notice so that the disclosing Party may contest such disclosure.

IN WITNESS WHEREOF, the parties hereto set their hands to this Agreement upon the day and year hereinafter indicated.

EXECUTED this \_\_\_\_ day of, 20 \_\_\_\_.

County of Franklin, Missouri

\_\_\_\_\_  
Tim Brinker, Presiding Commissioner

\_\_\_\_\_  
Todd Boland, First District Commissioner

\_\_\_\_\_  
Dave Hinson, Second District Commissioner

City of Washington

\_\_\_\_\_  
James D. Hagedorn, Mayor

SEAL:

Attest: \_\_\_\_\_  
Sherri Klekamp, City Clerk



October 31, 2023

Mayor Doug Hagedorn

City Council Members

405 Jefferson St.

Washington, MO 63090

Honorable Mayor and City Council Members,

Attached is an ordinance and agreement for Public Safety Answering Point (PSAP) support services between the City of Washington and Franklin County. The purpose of this agreement is to provide guidance for the cooperative and coordinated procurement, construction, implementation, operation, and maintenance of emergency communication services. This agreement also specifies our responsibilities for financing, administration, and operation of 911 service.

This agreement was not included previously as it was not finalized by all the PSAPs involved in time for the last meeting.

I will be available at the November 6<sup>th</sup> council meeting to answer any questions.

Respectfully,

Jennifer Brune, Director of Communications

BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE AUTHORIZING AND DIRECTING THE EXECUTION OF A SUPPLEMENTAL AGREEMENT NO. 1 WITH CDG ENGINEERS, INC. FOR ENGINEERING SERVICES FOR THE FRONT STREET ADA IMPROVEMENTS PROJECT

Be It Ordained by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The Mayor is hereby authorized and directed to execute a Supplemental Agreement No. 1 by and between the City of Washington, Missouri and CDG Engineers, Inc. for Engineering Services for the Front Street ADA Improvements Project in the City of Washington, Missouri. A copy of the agreement is attached and is marked as Exhibit A.

SECTION 2: The Mayor and City Clerk are hereby authorized and directed to execute said contract, and to do all things necessary by the terms of said contract.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance shall take effect and be in full force from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri



One Campbell Plaza  
St. Louis, Missouri 63139  
T. 314 781 7770 F. 314 781 9075  
[www.cdgenengineers.com](http://www.cdgenengineers.com)

August 23, 2023

Ms. Andrea Lueken, PE  
Assistant City Engineer  
**CITY OF WASHINGTON**  
**PLANNING AND ENGINEERING**  
405 Jefferson Street  
Washington, Missouri 63090

**RE: Front Street Improvements  
Supplemental Agreement No. 1  
CDG Project No. 22251**

Dear Ms. Lueken:

In accordance with recent discussions CDG Engineers, Inc. ("CDG") submits this engineering services proposal for your review and consideration.

As part of the preliminary design for the Front Street Improvements project it was determined that easement acquisitions are needed to construct the proposed improvements desired by the City, requiring a full right-of-way development phase. Additionally, the City identified stormwater deficiencies in the area that it desires to be addressed as part of the Front Street work.

**ADDITIONAL SCOPE OF WORK:**

The services that CDG proposes to render are as follows:

1. Perform site visit to investigate existing sewers and collect measure down information for existing sewer structures at the Front Street intersections of Elm Street and Oak Street.
2. Prepare City of Washington Floodplain Development Permit (including No-Rise Certification). It is assumed that the Floodplain Administrator will only require a letter/form to issue approval and will not require flood plain modeling as part of the No-Rise Certification.
3. Prepare Right-of-Way Plans (6 sheets).
4. Prepare easement acquisition documents. An easement exhibit will be developed for each parcel with a TCE. An easement exhibit and legal description will be prepared for each parcel with a PE. Title reports are not required for parcel requiring easements.
5. Design storm sewer improvements at the Elm Street intersection and the Oak Street intersection to address almost yearly stormwater washouts and water levels above the existing top of curb elevation. It is assumed that the existing storm sewer discharge pipes to the Missouri River are adequately sized to handle any additional project flows.
6. Perform QA/QC.

**PROFESSIONAL SERVICES FEE:**

CDG proposes to provide professional services at the basis of CDG's actual cost incurred plus a predetermined fixed fee of Four Thousand, Three Hundred Seventy Dollars and Sixty-Four Cents (\$4,370.64), with a ceiling established for said design services in the amount of Forty-seven Thousand, Three Hundred Dollars (\$47,300).





The total project fee ceiling for the Front Street Improvements project is hereby increased from Two Hundred Nineteen Thousand, Five Hundred Dollars (\$219,500) to Two Hundred Sixty-six Thousand, Eight Hundred Dollars (\$266,800).

**TIME OF PERFORMANCE:**

CDG will commence work after receipt of written notice-to-proceed.

Cost of starting, stopping or delaying the project: The fees for professional services identified in this proposal are based on the project schedule provided within this proposal. If the project is delayed or stopped and restarted by the client for an extended period of time, the overall project fee may be subject to an adjustment depending upon the impact of the delay on CDG project efficiency. This adjustment will be determined by identifying actual increased costs and determined in negotiations with the client.

**TERMS AND CONDITIONS:**

Terms and Conditions for the engineering assignment will be in accordance with the original contract executed on November 10, 2022.

**AUTHORIZATION:**

If you would like to authorize CDG to perform the professional services outlined in this proposal, please indicate your acceptance of the terms and conditions of this proposal letter by issuing a professional services agreement or by communicating some other form of written acceptance.

Respectfully submitted,

**CDG Engineers, Inc.**

A handwritten signature in blue ink that reads "Stephen G. Hilderbrand".

Stephen G. Hilderbrand, PE, CFM  
Project Principal

A handwritten signature in blue ink that reads "D. Rieck".

Daniel J. Rieck, PE, LSIT  
Project Manager

SGH/DJR:la

Attachment: Attachment A – Estimate of Cost

**Front Street ADA Improvements  
Stafford Street to Jefferson Street  
Federal Project No. STP-4940(607)**



By: Daniel J. Rieck, P.E., LSIT  
August 23, 2023

**ATTACHMENT A  
ESTIMATE OF COST - SUPPLEMENTAL AGREEMENT NO. 1  
Fee Summary Page**

**CDG Engineers, Inc.**

	Hours	Cost
Project Administration	8.0	\$413.74
Field Surveys and Data Collection Phase	38.0	\$1,506.70
Permitting Phase	16.0	\$798.72
Right-of-Way Design and Easement Acquisition Phase	83.0	\$3,730.39
Final Design Phase	115.0	\$5,135.05
	<u>Subtotal</u> 260.0	<u>\$11,584.60</u>
	x Overhead Multiplier (169.486%)	<u>\$19,634.28</u>
		\$31,218.88
	+ Fixed Fee (14%)	<u>\$4,370.64</u>
	Subtotal (CDG Labor)	<u>\$35,589.52</u>

**Reimbursable Expenses**

Materials & Supplies	\$86.87
Travel (300 miles at 0.655 cents per mile)	\$196.50
	<u>Subtotal (Reimbursable Expenses)</u>
	\$283.37

**Sub-Consultants**

EFK Moen, LLC. (EFK) - Easement Exhibits and Descriptions	<u>\$11,427.11</u>
	Subtotal (Sub-Consultants)
	\$11,427.11

**PRELIMINARY ENGINEERING FEE** \$47,300.00

By: Daniel J. Rieck, P.E., LSIT  
 August 23, 2023

ATTACHMENT A  
 SUMMARY OF COST - SUPPLEMENTAL AGREEMENT NO. 1  
 Hour/Fee Estimate

	PROJ. PRIN.	PROJ. MGR.	SR. ENGR.	PROJ. ENGR.	DES. ENGR.	CAD TECH.	ADMIN.	HOURS TOTAL	COST TOTAL
<b>Hourly Rate (Year 2023) =</b>	<b>\$67.35</b>	<b>\$53.17</b>	<b>\$61.77</b>	<b>\$44.53</b>	<b>\$31.86</b>	<b>\$31.57</b>	<b>\$33.18</b>		
<b>1. Project Administration</b>									
<b>1.1 Contract Administration</b>									
1.1.1 General Project Administration	2.0	4.0	0.0	0.0	0.0	0.0	2.0	8.0	\$ 413.74
<b>SUBTOTAL</b>	<b>2.0</b>	<b>4.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2.0</b>	<b>8.0</b>	<b>\$ 413.74</b>
<b>2. Field Surveys and Data Collection Phase</b>									
<b>2.1 Surveying</b>									
2.1.1 Sewer Investigations and Measure Downs (Eim Street & Oak Street)	0.0	2.0	0.0	20.0	16.0	0.0	0.0	38.0	\$ 1,506.70
<b>SUBTOTAL</b>	<b>0.0</b>	<b>2.0</b>	<b>0.0</b>	<b>20.0</b>	<b>16.0</b>	<b>0.0</b>	<b>0.0</b>	<b>38.0</b>	<b>\$ 1,506.70</b>
<b>3. Permitting Phase</b>									
<b>3.1 Permitting</b>									
3.1.1 No-Rise Certification	0.0	1.0	4.0	8.0	0.0	0.0	0.0	13.0	\$ 856.49
3.1.2 Floodplain Development Permit Conduct and Document a Field Check to Determine the Presence of Wetlands and 3.1.3 Waters of the U.S. Within the Project Area (by City)	0.0	1.0	0.0	2.0	0.0	0.0	0.0	3.0	\$ 142.23
3.1.3 Waters of the U.S. Within the Project Area (by City)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$ -
<b>SUBTOTAL</b>	<b>0.0</b>	<b>2.0</b>	<b>4.0</b>	<b>10.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>16.0</b>	<b>\$ 798.72</b>
<b>4. Right-of-Way Design and Easement Acquisition Phase</b>									
<b>4.1 Right-of-Way Clearance Certification</b>									
4.1.1 Prepare Right-of-Way Plans (6 Sheets) (Assume 1 TCE and 14 PE's)	0.0	4.0	0.0	40.0	0.0	8.0	0.0	52.0	\$ 2,246.44
4.1.2 QA/QC Right-of-Way Plans	0.0	1.0	4.0	0.0	0.0	0.0	0.0	5.0	\$ 300.25
4.1.3 Submit Right-of-Way Plans to City and MoDOT	0.0	2.0	0.0	2.0	0.0	2.0	0.0	6.0	\$ 258.54
4.1.4 QA/QC Easement Documents (Exhibits/Descriptions) (Up to 15) (by EFK Moen)	0.0	4.0	0.0	16.0	0.0	0.0	0.0	20.0	\$ 925.16
<b>SUBTOTAL</b>	<b>0.0</b>	<b>11.0</b>	<b>4.0</b>	<b>58.0</b>	<b>0.0</b>	<b>10.0</b>	<b>0.0</b>	<b>83.0</b>	<b>\$ 3,730.39</b>
<b>5. Final Design Phase</b>									
<b>5.1 Final Plans</b>									
5.1.1 Drainage Area Map Sheets (2 Sheets)	0.0	2.0	0.0	16.0	0.0	4.0	0.0	22.0	\$ 945.10
5.1.2 Storm Sewer Profile Sheet (1 Sheet)	0.0	2.0	0.0	8.0	0.0	4.0	0.0	14.0	\$ 588.86
5.1.3 Storm Sewer Details (1 Sheet)	0.0	1.0	0.0	4.0	0.0	2.0	0.0	7.0	\$ 294.43
<b>5.2 Other Final Design Tasks</b>									
5.2.1 Storm Water Drainage Review and Storm Sewer Design	1.0	4.0	0.0	60.0	0.0	0.0	0.0	65.0	\$ 2,951.83
<b>5.3 Quality Assurance Review</b>									
	0.0	1.0	2.0	4.0	0.0	0.0	0.0	7.0	\$ 354.83
<b>SUBTOTAL</b>	<b>1.0</b>	<b>10.0</b>	<b>2.0</b>	<b>92.0</b>	<b>0.0</b>	<b>10.0</b>	<b>0.0</b>	<b>115.0</b>	<b>\$ 5,135.05</b>
<b>TOTAL</b>	<b>3.0</b>	<b>29.0</b>	<b>10.0</b>	<b>180.0</b>	<b>16.0</b>	<b>20.0</b>	<b>2.0</b>	<b>260.0</b>	<b>\$ 11,584.60</b>

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**Front Street Improvements**  
**City of Washington, MO**  
**August 9, 2023**

	Survey Hours		Cost
Professional Surveying Services	104		\$ 3,850.72
Total Hours	104		\$ 3,850.72
	Overhead	157.950%	\$ 6,082.21
		<b>Subtotal</b>	\$ <b>9,932.93</b>
	Fixed Fee	15.00%	\$ 1,489.94
		<b>Subtotal</b>	\$ <b>11,422.87</b>
	FCCM	0.11%	\$ 4.24
		<b>Subtotal</b>	\$ <b>11,427.11</b>
<b>Other Direct Costs</b>			
		<b>Subtotal</b>	\$ -
		<b>Subtotal</b>	\$ <b>11,427.11</b>
<b>CONTRACT CEILING</b>			\$ <b>11,427.11</b>

EFK Moen, LLC Design Hours

Front Street Improvements  
 City of Washington, MO  
 August 9, 2023

Field Surveys and Data Collection Phase	Survey-hours				Total Hours	Total Cost
	Project Manager	Senior Survey Crew Chief	Intermediate Instrument Operator	Survey Technician		
Task Description	\$ 56.18	\$ 40.55	\$ 19.65	\$ 36.26		
Surveying Services						
Establish Project Control w/three point ties					0	\$ -
Run Benchmark Loop					0	\$ -
Utility Research/USIC					0	\$ -
Property Research					0	\$ -
Topography Survey					0	\$ -
Mapping and Drafting					0	\$ -
Prepare 14 Legal Descriptions				10	10	\$ 362.60
Prepare 15 Easement Exhibits				90	90	\$ 3,263.40
QC/QA	4				4	\$ 224.72
Total Survey-hours	4	0	0	100	104	
Total Cost	\$ 224.72	\$ -	\$ -	\$ 3,626.00		\$ 3,850.72



October 18, 2023

Honorable Mayor and City Council  
City of Washington  
405 Jefferson Street  
Washington, MO 63090

**RE: Front Street ADA Improvements Project, STP-4940(607)  
Professional Service Contract Supplemental Agreement #1, Participating Costs**

Honorable Mayor and City Council,

The following is pertinent information to the subject request.

**Description:**

Find enclosed an ordinance that would allow the City to enter into Supplemental Agreement No. 1 with CDG Engineers, Inc. for engineering services for the subject project between Stafford and Jefferson Streets. This Supplemental Agreement addresses additional design requirements related to stormwater improvements and right of way acquisition document preparation which was not anticipated in the initial design phase.

Approval is recommended.

This project includes a two-inch asphalt overlay with full width cold milling and sidewalk, curb and gutter and access ramp replacement including ADA accessibility upgrades, removing and replacing storm sewer inlets and improving street crossing with street pavers.

**Cost of the project:**

DESIGN costs PARTICIPATING .....	\$129,700.00
CONSTRUCTION INSPECTION costs PARTICIPATING.....	\$ 89,800.00
DESIGN costs <b>SUPPLEMENTAL AGREEMENT NO. 1</b> PARTICIPATING.....	<b>\$ 47,300.00</b>
Total.....	\$266,800.00

**Budget Information:**

The cost estimate for construction is \$962,000. The total project costs including design, right of way acquisition, construction oversight and construction are \$1,158,800. The federal participation for the entire project will be \$845,600 and the City's share will be \$313,200. The current schedule is for construction in 2025.

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Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Andrea F. Lueken". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Andrea F. Lueken, P.E.  
Assistant City Engineer

BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE AUTHORIZING AND DIRECTING THE EXECUTION OF A SUPPLEMENTAL AGREEMENT NO. 2 TO ENGINEERING SERVICES CONTRACT WITH HDR ENGINEERING, INC. FOR ENGINEERING DESIGN SERVICES FOR THE JEFFERSON STREET-ROADWAY AND ADA COMPLIANCE PROJECT

Be It Ordained by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The Mayor is hereby authorized and directed to execute a Supplemental Agreement No. 2 to Engineering Services Contract by and between the City of Washington, Missouri and HDR Engineering, Inc. for Engineering Design Services for the Jefferson Street-Roadway and ADA Compliance Project. A copy of the agreement is attached and is marked as Exhibit A.

SECTION 2: The Mayor and City Clerk are hereby authorized and directed to execute said contract, and to do all things necessary by the terms of said contract.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance shall take effect and be in full force from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri



**Exhibit A**  
**SUPPLEMENTAL AGREEMENT NO. 2**  
**TO**  
**ENGINEERING SERVICES CONTRACT**

This Supplemental Agreement is made part of an agreement dated 07/19/2021 between the City of Washington, Missouri and HDR Engineering, Inc. for design and construction inspection of project STP-6406(607). The purpose of this Supplemental Agreement is to revise the project schedule to account for a 9-month extension form East West Gateway and provide services to assist the City with right-of-Way acquisition.

See Attachment A for the Scope of Services specific to this project.

For these additional design services, the Local Agency will pay the Engineer the actual costs incurred plus a predetermined fixed fee of \$1,067.30, with a ceiling established for said design services in the amount of \$10,981.33, which amount shall not be exceeded. Attachment B outlines the cost breakdown for this Supplemental Agreement.

Supplement Agreement No. 2 accepted as defined herein:

ENGINEER: HDR ENGINEERING, INC. OWNER: CITY OF WASHINGTON

BY: \_\_\_\_\_  
Cory Imhoff, P.E.

BY: \_\_\_\_\_  
James D. Hagedorn

TITLE: Senior Vice President

TITLE: Mayor

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

ATTEST:

BY: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

Executed by the City on the \_\_\_\_ day of \_\_\_\_\_, 2023.

**ATTACHMENT A**  
**SCOPE OF SERVICES**

**Supplement No. 2 – Attachment A  
Scope of Work**

The City of Washington has received a 9-month schedule extension to acquire right-of-way due to the large number of impacted parcels and additional workload on City staff. As a result, the project schedule has been revised as shown in the following table.

<b>Revised Project Schedule</b> Current – Action Complete – Answer yes or no. If no, complete the Revised Deadline section Revised Deadline – show proposed schedule only for milestones not yet reached	<u>Current</u>	<u>Revised Deadline</u>	
	<u>Action Complete</u> <u>Yes/No</u>	<u>Start Date</u> <u>(MO/YR)</u>	<u>Finish Date</u> <u>(MO/YR)</u>
Receive Notification Letter	Yes		
Execute Agreement (Project sponsor & MoDOT)	Yes		
Engineering Services Contract Submitted & Approved	Yes		
Obtain Environmental Clearances	Yes		
Public Meeting/Hearing	N/A		
Preliminary Plans Approved	Yes		
Develop and Submit Right-of-Way Plans	Yes		
Review and Approval of Right-of-Way Plans	Yes		
Right-of-Way Acquisition	No	11/2022	12/2023
Coordination with Utilities	No	07/2022	12/2023
Develop and Submit PS&E	No	07/2022	12/2023
District Approval of PS&E/Advertise for Bids	No	01/2024	02/2024
Right of Way Clearance (Submitted/Approved)	No	01/2024	02/2024
Submit and Receive Bids for Review and Approval	No	02/2024	05/2024
Project Implementation/Construction	No	06/2024	10/2024

Preliminary Engineering phase services will be extended with submittal of PS&E documents on December 31, 2023, and assistance with bidding extending till March 2024.

This schedule revision will also shift the Construction Services schedule, it is now anticipated that this effort will extend through December 31, 2024.

The following additional engineering services will also be provided:

- Assist the City with Right of Way Acquisition support services on up to ten (10) parcels that still need to be closed out. These services, provided by BFA, will be treated as time and material up to a maximum of \$2,000.00.

**FIG. VI - 4**

- Revise Right of Way and Final Plans sheets to adjust Temporary Construction Easements (TCE) for up to 5 parcels that are having difficulty in right-of-way acquisition. This assumes that roughly half the remaining parcels still in the acquisition process will reach an agreement with the City. Revisions to the remaining parcels will impact up to 10 plan sheets.
- Revise final plans to remove the Jefferson Street/Fifth Street intersection improvements, due to non-resolution of right-of-way acquisition issues with parcel on northeast corner.
  - This revision will move the Begin Improvements limit along Jefferson Street to Sta 104+50 +/- . This will begin the project south of the pavement shift needed to facilitate the intersection redesign. It is anticipated that the remaining section of Jefferson Street not addressed in this project will be improved with the future Fifth Street project.
  - This revision the affects seven sheets and associated quantity tables.

These tasks will be completed prior to, and submitted as part of, the final PS&E submittal on December 31,2023.

**ATTACHMENT B**  
**ESTIMATE OF COST**

**FIG. VI - 4**

Revised 02-14-00

7c



Project: **Jefferson Street / 5th Street Intersection** Computed: **LK** Date: **9/15/2023**  
 Subject: **Task List & Manhours** Checked: **KCK** Date: **9/26/2023**  
 Task: **SUMMARY (HDR)** Page: **of**  
 Job #: \_\_\_\_\_ No: \_\_\_\_\_

TASK	Project Principal	QC Engr.	Project Manager	Sr. Project Engineer/Bio.	Project Engineer/Bio.	Design Engineer/Bio.	CAD/ Tech.	Admin	TASK TOTAL
Description	Hourly Rate	\$115.00	\$80.00	\$85.00	\$75.00	\$45.00	\$35.00	\$37.50	
Project Management			8					4	12
Revise existing plans to limit TCE (assumes up to 5 parcels)									
<b>Update 10 Sheets</b>				6		24			30
<b>Update Quantities</b>				2		6			8
Removal of Fifth Street intersection Work from plans									
<b>Remove 7 Sheets</b>				2		8			10
<b>Update Quantities</b>				2		4			6
			8	12		42		4	66

	Subtotal Direct Cost		\$680.00	\$900.00		\$1,470.00		\$150.00	\$3,200.00
	Burden & Overhead 147.06%		\$1,000.01	\$1,323.54		\$2,161.78		\$220.59	\$4,705.92
	HDR Subtotal		\$1,680.01	\$2,223.54		\$3,631.78		\$370.59	\$7,905.92
<b>DIRECT EXPENSES</b>									
Travel	Fixed Fee 13.5%		\$226.80	\$300.18		\$490.29		\$50.03	\$1,067.30
Printing	FCCM 0.2539%		\$1.72	\$2.28		\$3.73		\$0.38	\$8.12
Acquire FEMA model									
Vendors/Providers									
	LABOR + FIXED FEE+FCCM		\$1,908.53	\$2,526.00		\$4,125.80		\$421.00	\$8,981.33
	DIRECT EXPENSES								
	HDR Labor + Direct Expenses =								\$8,981.33
	SUBCONSULTANTS:								
	DBE Goal =		N/A						
	BFA (Signals, Drainage, ADA)						\$		2,000.00
	<b>PROJECT FEE (DESIGN)</b>								<b>\$10,981.33</b>

FIG. VI - 4

Revised 02-14-00

7c



October 18, 2023

Honorable Mayor and City Council  
City of Washington  
Washington, MO 63090

**RE: Jefferson Street-Roadway and ADA Compliance Project, Supplemental Agreement No. 2, Non-Participating**

Dear Mayor and City Council Members:

The following is pertinent information to the subject request.

**Description:**

Find enclosed an ordinance that would allow the City to enter into Supplemental Agreement No. 2 with HDR Engineering, Inc. for engineering services for the Jefferson Street - Roadway and ADA Compliance Project. This Supplemental Agreement addresses the extended schedule of the project due to the large number of impacted parcels to include right of way acquisition support services, right of way plan updates to address owner’s comments, temporary construction easement adjustments and revisions of the final plans to remove the improvements at the intersection of Jefferson and Fifth Streets. The City was unable to negotiate the required right of way from the property owners at the intersection of Jefferson and Fifth Street, so the intersection improvements have been removed from this scope of work. This work is non-participating in the federal grant and will be paid 100% by the City.

Approval is recommended.

**Cost of the project:**

DESIGN costs PARTICIPATING .....	\$183,914.63
CONSTRUCTION INSPECTION costs PARTICIPATING.....	\$ 82,577.25
DESIGN costs SUPPLEMENTAL NO. 1 NON-PARTICIPATING.....	\$46,028.65
DESIGN costs <b>SUPPLEMENTAL 2 NON-PARTICIPATING</b> .....	<b><u>\$10,981.33</u></b>
<b>Total</b> .....	<b>\$323,501.86</b>

**Budget Information:**

The cost estimate for construction is \$1,344,925. The total project costs including design, right of way acquisition, construction oversight and construction are \$1,613,427. The federal

participation for the entire project will be \$1,175,940 and the City's share will be \$437,487. The current schedule is for construction in 2024.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Andrea F. Lueken". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Andrea F. Lueken, P.E.  
Assistant City Engineer



BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE ACCEPTING THE PROPOSAL FROM BFA, INC. FOR PROFESSIONAL SERVICES FOR THE MAIN STREET RECONSTRUCTION AND ADA COMPLIANCE PROJECT AND AMED THE 2024 BUDGET

Be It Ordained by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The Mayor is hereby authorized and directed to accept the Proposal from BFA, Inc. for Professional Services for the Main Street Reconstruction and ADA Compliance Project in the City of Washington, Missouri. A copy of the proposal is attached and is marked as Exhibit A.

SECTION 2: This ordinance shall amend the 2024 Budget as follows:  
**Transportation Sales Tax Fund 261** – Increase of \$20,000 for Main Street Reconstruction and ADA Compliance Project Design (261-18-000-541102 Street Reconstruction Program).

SECTION 3: The Mayor and City Clerk are hereby authorized and directed to execute said contract, and to do all things necessary by the terms of said contract.

SECTION 4: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 5: This ordinance shall take effect and be in full force from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri



October 10, 2023

Mr. Charles Stankovic  
Infrastructure Designer Engineering Department  
405 Jefferson Street  
Washington, MO 63090  
cstankovic@washmo.gov

RE: Proposal for Professional Services – Main Street Reconstruction and ADA Compliance Project  
Main Street from Jefferson to Cedar  
BFA #7980

Mr. Stankovic,

BFA, Inc. (BFA) is submitting this proposal to provide Professional Engineering and Surveying Services for the above-referenced project. The proposed 0.25-mile sidewalk and roadway reconstruction are anticipated to be constructed in one phase. The anticipated sidewalk and roadway reconstruction will include the following:

- Pavement Mill and Overlay
- Removal and replacement of all sidewalks and curb/gutter to meet ADA
- Improvements to existing storm sewer (remove and replace)
- Removal and replacement of intersections, excluding Jefferson Street
- Concrete pavers at intersections per Downtown Historic District aesthetics
- This does not include widening the road

Per the Request for Qualifications, the approximate construction cost is \$850,000. BFA's general scope of work is to prepare plans and bid documents for the project. For this scope of work, **BFA's estimated fee is \$94,990**. Below is a brief description of our proposed scope of work with associated fees.

**Survey Services (\$23,670)**

Upon project award, BFA will contact Missouri One Call for a Public Utility Locate; however, we ask that the City also mark any private utilities they are aware of in the project area, such as laterals and lighting electrical lines. Once the utilities have been marked, BFA will gather field data of the existing site features. Anticipated tasks to be completed are as follows:

- Public Utility Locate
- Site Survey of Existing Conditions
- Draw the gathered topographic data in AutoCAD
- Drawing to include the location of utilities per the utility locate. This does not include coordination with the utility companies to verify the location.
- City to provide traffic control

BFA's survey services do not include a boundary survey. We can provide a separate proposal or perform this service on a time and material basis if requested.

**Locate Right-of-Way based on Existing Surveys (\$2,320)**

Anticipated tasks are as follows:

- Review available plats
- Fieldwork to locate a few property corners along the right-of-way on each side of the road to tie into the available GIS maps (survey monuments, iron rods, etc)
- Add right-of-way information to the topographic survey
- This does not include an exhibit
- This does not include meet and bounds description

This could range from **\$2,400 to \$10,000**, depending on the quality of available plats.

**Kickoff Meeting (\$2,160)**

Once BFA has the field data, we will begin identifying the scope of work for sidewalk and road improvements. The proposed Concept Plan will then be shared and discussed with City Staff for review and comment. Anticipated tasks are as follows:

- Meeting with City Staff to discuss existing conditions and the scope of work

**Preparation of Preliminary Design Improvement Plans (\$33,990)**

Once BFA has met with the City to discuss the existing conditions, we will begin developing design plans for the proposed improvements along the corridor that will better serve the public. Preliminary plans will be prepared for a city meeting where comments from the city will be taken. After the meeting, BFA will revise the plans and meet with the city again to go over the revisions. Minor comments (Major comments would exceed \$3,000 in fees) from the second meeting will be addressed in the Final Plan stage. Anticipated tasks are as follows:

- Develop Preliminary Improvement Plans. Anticipated plan sheets include Cover Sheet, Topographic Survey, Demolition Plan, Site Plan, Utility Plan, and Grading Plan.
- Meeting with City Staff to discuss preliminary plans (2 meetings included)
- Revise Preliminary Improvement Plans based on city comments (1 set of comments included, not to exceed \$6,000)

**Preparation of Final Plans (\$32,850)**

Final Plans, Specifications, and Detail Sheets will be prepared for bidding purposes, along with a Cost Estimate of the Final Site Improvements. The Final Plans and Documents will be provided to the City in .pdf format and one full-size hard copy. Anticipated tasks are as follows:

- Develop Final Signed and Sealed Improvement Plans and Details
- Prepare a Final Cost Estimate of Improvement Plans
- Prepare Specifications
- This proposal includes addressing one (1) set of City comments with plan modifications during the Preliminary Design Improvement Plan stage. Should major plan revisions be requested by the City, additional fees will be incurred.

BFA's anticipated schedule for this project would be to perform the site topographic survey and then schedule a meeting with the City to discuss the Concept Plan. The Preliminary Design Plans would follow the initial meeting. Once Final Plans are completed, BFA will prepare contract documents and coordinate the out-to-bid schedule. For scheduling purposes, BFA should be able to commence the site topographic survey within four (4) weeks of receiving authorization. Anticipated construction is to start in January 2026.

BFA’s proposed fee does not include the following services and/or items. Should the City wish for any of the below items to be included, we can provide these services and negotiate the associated fee(s):

- Stormwater Calculations and Report
- Road Profile and Cross-sections
- Utility (stormwater, sanitary, water line, etc.) Profiles
- Environmental and Historic Preservation Services/Permits
- Right-of-way acquisition assistance and/or boundary determination
- Preparation of temporary construction easements
- Retaining Wall and Bridge/Culvert design
- Site Observations, Inspections, and/or Testing during Construction
- Construction Stakeout and/or As-built
- This proposal includes two (3) Meetings with City Staff. Should additional meetings be requested, additional fees may be incurred
- Storm Sewer, Sidewalk, and/or Permanent Easements
- Grant paperwork and approvals
- Additional hard copies of the plan set (estimate includes one (1) set)
- Public Involvement (\$1,000 to \$2,000 per Public Meeting or Council Meeting. This estimate is based on limited presentation documents.)
- Geotech Investigation, Report, pavement analysis/recommendations (City to provide 4 core samples)
- DNR Land Disturbance Permit, ESC plans, and SWPPP specifications
- Bid Administration

The City of Washington will be billed monthly on a time and materials basis. Reimbursable printing, mileage, permit fees, etc. will be billed at cost to BFA without any markup and are not included in our proposed Engineering and Surveying Fee proposal. BFA shall obtain written approval from the City before performing any work that is outside of the scope of the project.

Please provide formal authorization for us to begin work on this project by signing below and returning this document to us. BFA’s proposal and fees for this project shall remain applicable for 60 days after execution by BFA below.

We are excited about the opportunity to work with the City on this project. Please feel free to contact us at any time should you have questions about our services and/or this proposal.

Best regards,

  
 \_\_\_\_\_  
 Tiffany Danz  
 Project Manager  
 BFA, Inc.  
 Direct: 636.231.4319  
[tdanz@bfaeng.com](mailto:tdanz@bfaeng.com)

10/10/23  
 \_\_\_\_\_  
 Date

7d

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CLIENT ACCEPTANCE OF PROPOSAL FOR PROFESSIONAL SERVICES

BFA Inc. Authorization:

Client Authorization:

  
Raymond H. Frankenberg II  
President

10.10.23  
Date

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Date



October 20, 2023

Honorable Mayor and City Council  
City of Washington  
Washington, MO 63090

**RE: Main Street Reconstruction and ADA Compliance Project and Budget Amendment**

Dear Mayor and City Council Members:

Find enclosed an ordinance that would allow the City to enter into a contract with BFA for engineering services for the Main Street Reconstruction and ADA Compliance Project. This project includes an asphalt overlay with full width cold milling and removal and replacement of all sidewalks and curb and gutter to meet ADA regulations. All intersections shall incorporate concrete pavers and be consistent with the Downtown Historic District aesthetics. The project extends from Jefferson Street to Cedar Street.

The contract proposes the following compensation amounts:

DESIGN costs ..... \$94,990.00

Also included in the ordinance is a budget amendment for FY 2024 for the above referenced project. Construction is anticipated to start in January of 2026. Approval is recommended.

Sincerely,

Charles Stankovic, P.E.  
Interim City Engineer

7d

BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE ACCEPTING THE PROPOSAL FROM  
ROTOLITE FOR THE PURCHASE OF AN HP XL 3600  
PLOTTER AND SCANNER

Be It Ordained by the Council of the City of Washington, Missouri, as  
follows:

SECTION 1: The Mayor is authorized and directed to accept the Proposal  
from Rotolite in the amount totaling Eight Thousand Three Hundred and Ten Dollars and  
Zero Cents (\$8,310.00) for the purchase of an HP XL 3600 Plotter and Scanner. A copy  
of said proposal is attached hereto and marked as Exhibit A.

SECTION 2: This ordinance shall be in full force and effect from and after  
the date of its passage and approval.

SECTION 3: This ordinance shall take effect and be in full force from and  
after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri

Exhibit A

# ROTOLITE

OF SAINT LOUIS

5301 HAMPTON AVE  
ST. LOUIS, MO 63109

October 11, 2023

P. 314.832.2091  
F. 314.832.9423  
T. 800.237.0008

## HP Designjet Proposal

ROTOLITE-STL.COM  
THEDONEDEPT.COM

**Charles Stankovic**  
**City of Washington**  
**636-390-1014**

<b>6KD26A</b>	<b>HP XL 3600dr (2 rolls) 36"printer/scanner</b>	<b>\$ 8810.00</b>
	<b>Shipping</b>	<b><u>\$700.00</u></b>
	<b><u>Total</u></b>	<b>\$ 9510.00</b>

<b>6KD26A</b>	<b>HP XL 3600dr (2 rolls) 36"printer/scanner</b>	<b>\$ 8810.00</b>
	<b>Shipping</b>	<b>\$700.00</b>
	<b>Trade in option-HP cash in/trade up-Canon ipf825 (thru 12/31/23)</b>	<b><u>(\$1200.00)</u></b>
	<b><u>Net price after optional rebate from HP</u></b>	<b>\$ 8310.00</b>

**Rotolite support pack (optional, includes parts and labor) \$ 750.00 per year**

Includes one year warranty, installation, and training on equipment.  
Surge protector supplied by customer.  
Pricing does not include applicable sales tax.  
Prices may vary monthly depending on manufacturer promotions.  
We are local for reliable service and on time delivery.  
Call me at 636-385-4936 to get your order going.  
We want to earn your business.

Craig Benoist  
Account Executive





October 20, 2023

Honorable Mayor and City Council  
City of Washington  
Washington, MO 63090

**RE: Bid Recommendation – Large Format Plotter and Scanner**

Dear Mayor and City Council Members:

The Engineering and Building Department large format plotter and scanner is due for replacement and has been not working properly for some time. The manufacturer recommended last year to look into a new one as no further updates are being provided to the current Canon we have currently. Staff determined the need for a new plotter and budgeted for in FY23-24. Staff solicited bids and received (4) four bids. It was determined that Rotolite would give the City the best price.

The four bids received were:

Rotolite -	\$8,310
Drexel Technologies -	\$11,791
Coast to Coast –	\$13,033
Managed Print Solutions -	\$13,299

The new plotter is an HP DesignJet XL3600. It was determined this is the best model for the size printing and scanning needed. Staff recommends Council consider the bid from Rotolite for \$8,310. This price includes trade-in of the existing Canon plotter for a value of \$1,200. This is well under the budgeted amount of \$17,000 for FY 23-24.

As always, if you have any questions, concerns, or would like additional information, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Charles Stankovic".

Charles Stankovic, P.E.  
Interim City Engineer

BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE ACCEPTING THE PROPOSAL FROM SCS ENGINEERS FOR THE SEMI-ANNUAL GROUNDWATER MONITORING PROGRAM AT THE STRUCKHOFF SANITARY LANDFILL

Be It Ordained by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The Mayor is hereby authorized and directed to accept the Proposal by and between the City of Washington, Missouri and SCS Engineers for Professional Engineering Services associated with the Groundwater Monitoring Program at the Struckhoff Sanitary Landfill. A copy of the proposal is attached and is marked as Exhibit A.

SECTION 2: The Mayor and City Clerk are hereby authorized and directed to execute said contract, and to do all things necessary by the terms of said contract.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance shall take effect and be in full force from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri

October 20, 2023  
File 270424223

Ms. Andrea Lueken  
City Engineer  
City of Washington  
405 Jefferson Street  
Washington, Missouri 63090

Subject: Proposal for Professional Engineering Services  
Fiscal Year 2024 Semiannual Groundwater Monitoring and Reporting  
City of Washington Struckhoff Sanitary Landfill – Washington, Missouri  
Missouri Solid Waste Permit No. 0107116

Dear Ms. Lueken,

SCS Engineers (SCS) appreciates the opportunity to provide this proposal to the City of Washington, Missouri (City) to perform semiannual groundwater monitoring and reporting services at the City of Washington Struckhoff Sanitary Landfill (Landfill) located in Washington, Missouri. SCS understands that the following services are to be conducted at the Landfill:

- Semiannual groundwater monitoring and sampling
- Semiannual statistical analysis and reporting

This proposal is for the Landfill's semiannual groundwater monitoring and reporting events for November 2023 and May 2024. Our proposed scope of services is outlined below.

## SCOPE OF SERVICES

### Semiannual Groundwater Monitoring and Sampling

SCS will complete the field activities associated with the semiannual monitoring and sampling of the eight groundwater monitoring wells and the monitoring of six piezometers at the Landfill in accordance with the approved sampling and analysis plan. The following groundwater monitoring wells and piezometers are currently part of the routine monitoring program at the Landfill:



Table 1. Piezometers		
Site ID	Water Level Measured?	Sample Collected?
GMW-3	Yes	No
P-1	Yes	No
P-3	Yes	No
P-5	Yes	No
P-7	Yes	No
P-9	Yes	No

Table 2. Monitoring Wells			
MDNR ID	Site ID	Water Level Measured?	Sample Collected?
1605	GMW-1B	Yes	Yes
1603	GMW-2B	Yes	Yes
1606	GMW-4B	Yes	Yes
A184412	GMW-4C	Yes	Yes
1601	GMW-5	Yes	Yes
1602	GMW-6	Yes	Yes
1607	P-6	Yes	Yes
1604	P-10	Yes	Yes

Prior to the initiation of the groundwater sampling activities, the static groundwater levels in each monitoring well and piezometer will be recorded using an electronic water level probe. Field activities will be documented on field data sheets in accordance with the approved sampling and analysis plan.

SCS will purge and sample the eight groundwater monitoring wells at the Landfill using the dedicated bladder pumps located in each of the groundwater monitoring wells. Field measurements of pH, specific conductance, temperature, dissolved oxygen, and turbidity will be collected using a multi-parameter water quality meter and recorded on the field data sheets. The groundwater samples will be collected when a minimum of three monitoring well volumes have been evacuated from the monitoring wells or the field measurements have stabilized within 10 percent over a series of three readings.

SCS anticipates the groundwater monitoring event can be completed during a one-day sampling event. SCS will collect samples from each monitoring well for analysis of the Missouri Appendix I parameters, as listed in the approved sampling and analysis plan. A duplicate sample will be collected from one monitoring well at random during each semiannual groundwater monitoring

event. The groundwater samples and duplicate samples collected during each monitoring event will be packed on ice and delivered to a certified environmental laboratory in accordance with standard chain-of-custody procedures.

## **Statistical Analysis and Groundwater Monitoring Report**

The groundwater monitoring data will be evaluated in accordance with the appropriate guidelines established by the United States Environmental Protection Agency (USEPA) and the approved sampling and analysis plan. SCS will update the background groundwater data in accordance with the MDNR approved schedule, and summarize the groundwater analytical data and field activities for the monitoring event in a groundwater monitoring report. The report will include the validation and statistical analysis of the laboratory data using statistical analysis software and the updated background groundwater data, the preparation of a potentiometric surface map including the groundwater flow direction, and the summary and conclusions associated with the groundwater monitoring event. The groundwater monitoring report will be submitted to MDNR on your behalf.

## **Assumptions**

This scope of services assumes the following:

- SCS will retain a certified environmental laboratory to complete the required environmental sample analytical services. Pace Analytical is who we have used in recent years and we intend to continue to use this laboratory for continuity.
- The groundwater sampling and analysis costs include one duplicate sample and one trip blank per sampling event.
- The City will provide and maintain clear access to the groundwater monitoring well and piezometer locations for SCS to complete sampling at the Landfill during a one-day sampling event.

## **RESPONSIBILITY OF THE CITY OF WASHINGTON**

It is our understanding that the City will provide SCS with all available information pertinent to the assignment, including previous designs, reports, and data including the most recent electronic data files of historical groundwater information at the Landfill. SCS shall rely on information made available by the City as accurate without independent verification.

## **ESTIMATED PROJECT FEE**

SCS will complete the scope of work described herein on a time and materials basis for a fee of \$25,200 in accordance with our current fee schedule.

## **ACCEPTANCE OF WORK**

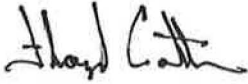
SCS has attached for your review our Terms and Conditions for completing the scope of services. If you are in agreement with the above scope, fees, and terms and conditions, please sign and date

Ms. Lueken  
October 20, 2023  
Page 4

the last page of the Terms and Conditions and return one copy to SCS as authorization to proceed with the project. A scanned copy is acceptable.

SCS appreciates the opportunity to be of continued service to the City of Washington. We look forward to discussing any questions or comments you may have concerning this proposal. Please contact Renee Trenshaw at 913-749-007 or Floyd Cotter at 913-749-0726 with questions or comments. Thank you for your consideration.

Sincerely,



Floyd Cotter  
Vice President/Project Director  
**SCS ENGINEERS**



Renee Trenshaw  
Project Manager  
**SCS ENGINEERS**



Rachel McShane  
Project Director  
**SCS ENGINEERS**

rdt/deb/fec/rkm

**Attachments:**  
Fee Schedule  
Terms and Conditions

Fee Schedule

**2023 STANDARD FEE SCHEDULE**

<b>Labor Category</b>	<b>Rate</b>
Principal.....	\$275
Senior Project Advisor.....	\$240
Senior Project Director.....	\$215
Project Director.....	\$200
Project Advisor.....	\$185
Senior Project Manager.....	\$175
Project Manager.....	\$160
Senior Project Professional.....	\$145
Project Professional.....	\$130
Staff Professional.....	\$115
Designer/Graphics.....	\$110
Associate Professional.....	\$105
Technical Associate.....	\$95
Senior Technician.....	\$90
Technician.....	\$75
Project Administrator.....	\$95
Administrative Assistant.....	\$65

Note: Increase hourly rate by 1.5 for Saturday, Sunday, and holiday work or off-shift work when required by client.

**General Terms:**

1. Rates for expert services (expert reports and testimony), and special limited consultations, may be negotiated on a project-specific basis.
2. Schedule rates are effective through December 31, 2023. Work performed thereafter is subject to a new Fee Schedule.
3. Schedule labor rates include overhead and profit on labor. Costs for sub-consultants, sub-contractors, job-related employee travel and subsistence, equipment, supplies, and other direct costs are billed at cost plus a 15 percent administration fee.
4. A communication fee of 2.5 percent of project labor will be charged for telephone, copying, postage, computer/tablet, and similar project production costs.
5. Invoices will be prepared monthly or more frequently for work in progress unless otherwise agreed. Invoices are due and payable upon receipt. Invoices not paid within 30 days are subject to a service charge of 1.5 percent per month on the unpaid balance.
6. Payment of SCS invoices for services performed will not be contingent upon the client's receipt of payment from other parties, unless otherwise agreed in writing. Client agrees to pay legal costs, including attorney's fees, incurred by SCS in collecting any amounts past due and owing on client's account.



**Support Services**

Specialty Software.....	\$20.00 per hour
24-inch by 36-inch plots .....	\$25.00 each
36-inch by 48-inch plots .....	\$25.00 each
Additional Report Copies (varies depending on report) .....	\$25.00 - \$50.00 per report

**Support Vehicles**

Support Vehicle .....	\$0.70 per mile
SCS Support Truck.....	\$40.00 per day plus \$0.70 per mile
SCS Support Truck with Trailer .....	\$60.00 per day plus \$0.85 per mile
SCS Utility Truck.....	\$60.00 per day plus \$0.70 per mile
Rental Vehicle.....	Cost plus 15%

**Per Diem and Travel**

Hotel, Airfare.....	Cost plus 15%
Full-Day Meal Allowance .....	\$46.00 per day
Half-Day Meal Allowance.....	\$23.00 per day

**Field Equipment and Supplies**

Track-mounted Direct Push Geoprobe® .....	\$750.00 per day
Track-mounted Dirct Push/Drilling Geoprobe® .....	\$1,250.00 per day
All Terrain Vehicle (UTV) .....	\$100.00 per day
Field Sampling Trailer.....	\$350.00 per day
GPS Surveying System .....	\$225.00 per day
Total Station Survey Equipment .....	\$125.00 per day
Misc. Survey Tools/Equipment.....	\$25.00 per day
Nuclear Density Gauge.....	\$100.00 per day
Photoionization Detector (PID) .....	\$100.00 per day
Water Level Indicator (≤300 foot) .....	\$35.00 per day
Oil/Water Interface Probe .....	\$65.00 per day
pH/Temperature/Conductivity Meter (for water) .....	\$25.00 per day
Peristaltic/Low-Flow Pump .....	\$50.00 per day
Hand Augers (10-foot).....	\$15.00 per day
Hand-held GPS Unit.....	\$25.00 per day
Generator.....	\$100.00 per day
Air Compressor (5 gallon).....	\$25.00 per day
Electro fusion Machine .....	\$135.00 per day
Flow-Thru Multi-Parameter Meter.....	\$175.00 per day
Turbidimeter .....	\$35.00 per day
Composite Sampler .....	\$75.00 per day
QED Pump Controller.....	\$125.00 per day
GEM 5000.....	\$150.00 per day
Expendable Equipment, Supplies & Rentals .....	Cost + 15%

Note: The rates shown above are effective through December 31, 2023 and are subject to revision.

## Terms and Conditions

## SCS ENGINEERS

### TERMS AND CONDITIONS FOR PROFESSIONAL CONSULTING SERVICES

1. **SCOPE OF SERVICES:** SCS Engineers will perform the services set forth in the Scope of Service Proposal for this project, of which these terms and conditions are a part. Initiation of services by SCS Engineers will automatically incorporate these terms and conditions into this project. All amendments to the Scope of Service Proposal shall be made in writing, and signed by SCS Engineers and Client.
2. **PAYMENTS:** SCS Engineers will submit invoices to Client monthly and a final bill upon completion of services. Unless expressly provided and denominated as such in a Scope of Services Proposal, no retainage shall be withheld by Client. Time is of the essence in payment of invoices and timely payment is a material part of the consideration of this Agreement. Payment is due upon presentation of invoice, and is past due thirty 30 days from the date of invoice. Client agrees to pay a finance charge of one and one half percent per month on past due accounts. Client also agrees to pay all costs and expenses, including reasonable attorney fees incurred by SCS Engineers relating to collection proceedings on overdue accounts. Failure of client to abide by the provisions of this section will be considered grounds for termination by SCS Engineers.
3. **OWNERSHIP OF DOCUMENTS:** All documents, including but not limited to, reports, plans, designs, boring logs, field data, field notes, laboratory test data, calculations, estimates, and all electronic media prepared by SCS Engineers are considered its work product and to be instruments of service. SCS Engineers shall retain all common law, statutory and other reserved rights, including the copyrights on said work product and instruments of service. However, all work product and instruments of service specific to an executed Scope of Services Proposal shall be supplied to Client for use, but not ownership. SCS Engineers shall not be responsible for any conclusions, interpretations, or recommendations generated or made by others, which are based, in whole or in part, on SCS Engineers generated work product or instruments of service. Any reuse of work product or instruments of service by Client without a specific agreement with SCS Engineers in each case shall be at Client's risk. At Client's request, SCS Engineers may provide a letter authorizing limited reliance on certain documents by a third party, but only if the third party agrees to pay a reliance fee and be bound by the terms and conditions in this Agreement between SCS Engineers and Client
4. **INSURANCE:** SCS Engineers will maintain appropriate workers compensation/employers liability; automobile; general liability; and professional liability insurance coverages in limits shown in Exhibit A. An insurance certificate will be provided upon request.
5. **INDEMNITY:** To the fullest extent permitted by law, SCS Engineers hereby indemnifies and agrees to hold harmless Client, including Client's officers, directors, agents, and employees, to the extent a loss, damage, expense (including reasonable attorney's fees), or injury is caused by SCS Engineers, or its employees by the negligent performance of professional services, limited, however, as provided elsewhere in this Agreement.

To the fullest extent permitted by law, Client hereby indemnifies, releases, and agrees to hold harmless SCS Engineers including SCS Engineers' officers, directors, agents, and employees, to the extent a loss, damage, expense (including reasonable attorney's fees), or injury is: (a) caused by any cause other than the negligent errors or omissions of SCS Engineers, or (b) is based on a claim that SCS Engineers is a generator, disposer, or arranger of hazardous materials or substances at Clients site.

The terms of this Article shall survive the expiration or termination of this Agreement.

6. **STANDARD OF CARE:** SCS Engineers agrees to perform its services in a manner consistent with that level of care and skill ordinarily exercised by other members of its profession currently practicing under similar circumstances, in the same locale, at the time the services are performed and with the information available to SCS Engineers.
7. **MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES:** SCS Engineers and Client agree that neither shall be liable to the other, or anyone claiming on their behalf, for any special, indirect or consequential damages of any type, whether arising in tort (including negligence), contract, warranty (express or implied), strict liability, statutory liability or any other cause of action, including but not limited to loss of profit, loss of use, loss of business, reputation or financing.
8. **SAFETY:** SCS Engineers is not responsible and shall not be liable for injuries or damages incurred by third parties who are not employees of SCS Engineers. It is agreed that SCS Engineers is not responsible for job or site safety on this project, unless specifically agreed to in writing. Job site safety in, on or about the site is the sole and exclusive responsibility of the contractor.
9. **THIRD PARTY RELIANCE:** All documents produced by SCS Engineers are for client's use only. At Client's request, SCS Engineers may provide a letter authorizing limited reliance on certain documents by a third party, but only if the third party agrees to pay a fee and be bound by the terms and conditions in this Agreement between SCS Engineers and Client.
10. **UTILITIES AND SUBTERRANEAN STRUCTURES:** SCS Engineers will take reasonable precautions to avoid causing damage to utilities and subterranean structures. SCS Engineers is not responsible for any loss, damage or injury arising from damage to, or contact with, any utilities or subterranean structures that were not properly called to SCS Engineers' attention, were not properly located on drawings, or was caused by the providing of inaccurate or incomplete information regarding their location.
11. **CHANGED CONDITIONS:** If, during the performance of this Agreement, unexpected conditions or circumstances are discovered, SCS Engineers will notify Client and the parties will renegotiate the previously agreed upon Scope of Services Proposal. SCS Engineers and Client will promptly and in good faith enter into a renegotiation process. If renegotiated terms cannot be agreed to within sixty (60) days, SCS Engineers will have the right to terminate this Scope of Service Proposal without penalty.
12. **DISPUTE RESOLUTION:** In the event of any dispute between the parties arising out of or in connection with this Agreement or the services or work contemplated herein, the parties agree to first make a good faith effort to resolve the dispute informally. Negotiations shall take place between the principals of each party. If the parties are unable to resolve the dispute through negotiation within forty-five (45) days, then either party may give written notice that it elects to proceed with non-binding mediation pursuant to the Commercial Mediation Rules of the American Arbitration Association then in effect. In the event that mediation is not invoked by the parties within fifty-five (55) days or that the mediation is unsuccessful in resolving the dispute, then either party may submit the controversy to a court of competent jurisdiction. The foregoing is a condition precedent to the filing of any action other than an action for injunctive relief or if a statute of limitations may expire.

Each party shall be responsible for its own costs and expenses, including attorneys' fees and court costs incurred in the course of any dispute, mediation, or legal proceeding. The fees of the mediator and any filing fees shall be shared equally by the parties.

- 13. TESTING AND OBSERVATION SERVICES:** If SCS Engineers is hired by Client to provide a site representative for the purpose of testing or observing specific portions of the work, this work will not include supervision or direction of the actual work of any contractors, their employees or agents. SCS Engineers will observe only the portion of the work we have been hired for and perform tests, the results being delivered to Client or others if directed by Client. Client understands that even with very careful field testing and observation, field testing and observation is conducted to reduce, not eliminate, the risk of problems arising, and that providing these services does not create a warranty or guarantee of any type by SCS Engineers.
- 14. SOIL BORING AND TEST LOCATIONS:** The accuracy of test locations and elevations will commensurate only with pacing and approximate measurements or estimates. SCS Engineers can provide a professional surveyor if greater accuracy is required or desired. SCS Engineers reserves the right to deviate a reasonable distance from the boring and test locations unless this right is specifically revoked in writing.
- 15. ON SITE SERVICES:** Project site visits by SCS Engineers, or the furnishing of employees to work on the project, will not make SCS Engineers responsible for construction means, methods, techniques or procedures; or for any construction contractor's failure to perform its work in accordance with the drawings and specifications.
- 16. TERMINATION:** Either party may terminate this Agreement or an executed Scope of Services Proposal, or both, with or without cause, by providing seven (7) days written notice. SCS Engineers shall be paid for all services performed and all expenses incurred prior to the effective date of the Notice of Termination, and for all additional services or expenses authorized by Client thereafter. Following termination, Client shall not utilize any consultant or subcontractor of SCS Engineers for any services related to Client's project without the prior written consent of SCS Engineers.
- 17. CONFIDENTIALITY:** SCS Engineers will keep confidential all documents, reports and information generated for Client on this project and will not release or disclose said information without Client's consent, except to the extent required by court order, subpoena, governmental directive, or by law.
- 18. SEVERABILITY:** If any provision contained in this Agreement is held illegal, invalid or unenforceable, the enforceability of the remaining provisions will not be impaired.
- 19. GENERAL RESPONSIBILITIES OF CLIENT:** Client will, within a reasonable period of time, so as not to delay the services of SCS Engineers: place at SCS Engineers' disposal all available information pertinent to the project; SCS Engineers may rely on the information provided as being accurate without independent verification; client will provide prompt written notice to SCS Engineers whenever Client observes or otherwise becomes aware of any defect in SCS Engineers' services; and Client will arrange for access to public and private property as required for SCS Engineers to provide its services.
- 20. GOVERNING LAW:** Unless otherwise provided, the substantive law of the state of Missouri will govern the validity of this Agreement, its interpretation and performance and remedies for contract breach or any other claims related to this Agreement.

**COMPLIANCE WITH IMMIGRATION REFORM AND CONTROL ACT**

During the performance of this Agreement, Client acknowledges the applicability of the Federal Immigration Reform Control Act of 1986 ("IRCA"). Client agrees to comply with the law in performing under this Agreement.

**21. ENTIRE AGREEMENT—PRECEDENCE:** These Terms and Conditions and SCS Engineers Scope of Service Proposal contain the entire agreement between SCS Engineers and Client. All previous or contemporaneous agreements, representations, promises and conditions relating to SCS Engineers services are superseded. Since terms contained in purchase orders do not generally apply to professional services, in the event client issues to SCS Engineers a purchase order, no preprinted terms thereon will become part of the agreement of the parties; any purchase order document, whether or not signed by SCS Engineers, shall be considered a document for Client's internal management of its operations.

**IN WITNESS WHEREOF,** the parties have caused this Agreement to be executed by their duly Authorized Representatives, as follows:

SCS Engineers

City of Washington

By   
Signature

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

Floyd Cotter  
Typed Name

\_\_\_\_\_  
Typed Name

Vice President / Project Director  
Title

\_\_\_\_\_  
Title

10/20/2023  
Date of Signature

\_\_\_\_\_  
Date of Signature

**"EXHIBIT A"  
INSURANCE**

Without limiting its liability hereunder, Contractor shall maintain during the life of this Agreement the following insurance and furnish Owner, in duplicate, certificates of insurance listing the City as an additional co-insured as evidence thereof. Such certificates shall provide that cancellation of said insurance shall not be effected without thirty (30) days prior to written notice to Owner. The certificates shall plainly designate the name of the project for which the certificate is provided.

- (1) Workers' Compensation Insurance, providing coverage in compliance with the laws of the state in which any part of the work is to be performed, and Employer's Liability Coverage in the minimum amount of \$100,000 for each occurrence.
  
- (2) Commercial General Liability Insurance written on an occurrence basis with the following limits of liability:

<i>General Aggregate</i>	<i>\$3,000,000</i>
<i>Each Occurrence</i>	<i>\$1,000,000</i>
  
- (3) Automobile Liability Insurance. Bodily injury and property damage combined single limit -- \$1 million each occurrence, \$3 million aggregate.
  
- (4) Architect's and Engineer's Professional Liability Insurance. Bodily injury and property damage combined single limit -- \$1 million each claim, \$3 million aggregate.

The Commercial General Liability and Architect's and Engineer's Professional Liability Insurance shall include Contractual Liability Coverage.



October 26, 2023

Honorable Mayor and City Council  
City of Washington  
Washington, MO 63090

RE: Semi-Annual Groundwater Monitoring Contract for the Washington Sanitary Landfill  
November 2023 and May 2024

Dear Mayor and City Council Members:

Find enclosed for your consideration an ordinance that will allow the City to enter into a contract with SCS Engineers for Groundwater Monitoring Services. The contract will provide these services for November 2023 and May 2024.

The proposal is a time and material fee, with a maximum of \$25,200.00 and is recommended for approval.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Andrea F. Lueken".

Andrea F. Lueken, P.E.  
Assistant City Engineer

7F



BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE ACCEPTING THE PROPOSAL FROM RADIO  
COMM CO. FOR THREE (3) L3HARRIS XL-200M MOBILE  
RADIOS AND AMEND THE 2024 BUDGET

Be It Ordained by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The Mayor is hereby authorized and directed to accept the Proposal from Radio Comm Co. in an amount not to exceed Twenty-Five Thousand Eight Hundred Fifteen Dollars and Ninety Cents (\$25,815.90) for the purchase of three (3) L3Harris XL-200M Mobile Radios to match the existing fleet. A copy of said proposal is marked as Exhibit A and is attached hereto and incorporated herein by reference.

SECTION 2: This ordinance shall amend the 2024 Budget as follows:  
Other Contracted Services Increase: 004-24-000-520400 \$5,816.00 from the Reserve Fund 004-341000.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance shall take effect and be in full force from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri

Exhibit A



QUOTE: **230918**  
 DATE: 9/19/2023  
 TO: **Washington Fire Dept.**  
 ATTN: Chief Frankenberg  
 PHONE: 636-390-1020  
 EMAIL: tpfrankenberg@washmo.gov

**Proposal:**  
**Public Safety Radio Equipment - MOSWIN Operation**



QUOTE VALID FOR 30 DAYS FROM DATE ABOVE

ITEM	QTY	ITEM	DESCRIPTION	UNIT PRICE	AMOUNT
1	3	XZ-MPM1M	MOBILE, XL-200M, MULTIBAND	\$8,174.40	\$24,523.20
	3	XZ-PL4J	FEATURE, VHF BAND		
	3	XZ-PL4L	FEATURE, 700/800 MHZ BAND		
	3	XZ-PKGPT	FEATURE PACKAGE, P25 TRUNKING		
	6	XZ-CP6A	XL-CH CONTROL HEAD		
	6	XZ-MC6A	MICROPHONE, XL, STANDARD MOBILE		
	3	XZ-MA4A	UNIVERSAL MOUNTING KIT		
	3	XZ-MA4C	XL-CH MOUNTING KIT		
	3	XZ-CA6D	XL-CH POWER HARNESS		
	3	XZ-CA6B	CONTROL HEAD CABLE, 9M		
2	6	EXT SPEAKER	15W External Speaker Package	\$215.45	\$1,292.70
		XZ-CA6F	ACCY connector with 5.5' speaker cable		
		XZ-LS6A	External speaker		
Notes/Contingencies:				SUBTOTAL	\$25,815.90
				TAX	
				FCC FEE	
				LABOR	
				SHIPPING	
				<b>GRAND TOTAL</b>	<b>\$25,815.90</b>

Please note a 5% convenience fee will be applied to quotes paid via credit card. Net 30 day terms.

Prepared By: Mark Pollock Email: mpollock@rccradio.com

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES AND ACCEPTS THE ABOVE AS A SALES AGREEMENT

Legal Name of Purchaser

PO Number

Authorized Signature

Title

Date



October 24, 2023

Honorable Mayor and City Council  
405 Jefferson Street  
Washington, MO 63090

RE: L3 Harris Mobile Radios

Dear Honorable Mayor and City Council:

Attached you will find an ordinance and bid for the purchase of three L3Harris XL-200M mobile radios that match the existing fleet for installation in the fire department command vehicles. Both of the new vehicles will have two mobile radios installed like the present Chief's vehicle. The current radios in the chief's vehicle will remain in that vehicle as the fire department intends to utilize that vehicle in the future. There was a radio purchased out of the budget in the 2022-2023 budget year to bring the balance of new radios to four for the two cars.

There is a single bid as Radio Comm Co. is the only local distributor of the L3Harris radio products and has been supporting the City of Washington radio communications with the MOSWIN platform since the warranty period of the radios expired. The installation, programming and troubleshooting of Radio Comm has been quite good in the recent past as well as the warranty repair and replacement of radio equipment.

The budgeted amount is \$20,000 for the radios. The total bid is \$25,815.90 including the radios, all of the mounting hardware, specific frequency bands and external speakers, however, there will be some components of that bid not used slightly reducing the total amount. The amount over \$20,000 budgeted will need to be utilized from the fire department reserve fund.

The new Ford Expeditions have arrived, and the fire department is working through the various bids for warning lights, lettering and radios. It is anticipated these vehicles will be in service some time in December.

If you have any questions, please let me know.

Yours in service,

A handwritten signature in blue ink that reads "Tim Frankenberg".

Tim Frankenberg, CFPS, CSP

Fire Chief

BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE AUTHORIZING AND DIRECTING  
THE CITY OF WASHINGTON, MISSOURI TO ACCEPT  
THE QUOTE FROM MTI DISTRIBUTING FOR THE  
PURCHASE OF A FIELD PRO 6040 GROOMER

Be It Ordained by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The Mayor is hereby authorized and directed to accept the Quote from MTI Distributing in an amount totaling Forty-Four Thousand Six Hundred Sixty Dollars and Thirty-Nine Cents (\$44,660.39) for the purchase of a Field Pro 6040 Groomer. A copy of said quote is attached hereto and marked as Exhibit A.

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: This ordinance shall take effect and be in full force from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri

Exhibit A



MTI Distributing  
Equipment Quote  
October 20, 2023



Quote Expiration Date: 11/19/2023

City of Washington  
Chad Owens

OMNIA Contract #2017025

Qty	Model Number	Description	Omnia Price Each	Omnia Price Extended
1	08839	Field Pro 6040	\$22,058.40	\$22,058.40
1	08854	Field Pro MultiTool	\$8,473.14	\$8,473.14
1	08861	Box Blade Attachment Holder	\$869.70	\$869.70
1	08865	Laser Level Installation Kit	\$1,453.14	\$1,453.14
1	08900	Weeder Tine Toolbar	\$1,045.20	\$1,045.20
1	08862	Planer Blade Kit (Set Of 3)	\$609.96	\$609.96
1	08901	Box Blade Extension Kit	\$790.14	\$790.14
1	08761	QAS Nail Drag	\$1,556.10	\$1,556.10
1	08767	QAS Flex Tooth Rake	\$1,775.28	\$1,775.28
1	08904	Draw Bar Hitch Kit	\$223.08	\$223.08
1	08905	Rear Storage and Tool Holder Kit	\$405.60	\$405.60
1	08751	QAS Tooth Rake	\$1,685.58	\$1,685.58
1	08752	Spring Rake	\$830.70	\$830.70
1	08762	Flex Groomer Kit	\$1,117.74	\$1,117.74
1	110-1375 TFP6040-	Hitch Kit	\$151.63	\$151.63
1	EG1M	Futtura Laser Receiver Kit	\$4,115.00	\$4,115.00
<b>Trade In:</b>				
1	42-000-D	Jacobsen Field Groomer 42-000-D S/N#4876	-\$2,500.00	-\$2,500.00
OMNIA Member #5094480			Equipment Total	\$47,160.39
			Trade In	-\$2,500.00
			Subtotal	\$44,660.39
			Sales Tax Exempt	\$0.00
			<b>Total</b>	<b>\$44,660.39</b>

Quote validity: As a result of supply chain disruptions effecting availability and pricing, the pricing above cannot be guaranteed. Should you commit to a non-binding purchase commitment, a firm quote including finance rates will be provided when product becomes available.

- Quote is valid for 30 days, pending product availability
- Net 30 Terms with qualified credit
- New Toro commercial equipment comes with a two-year manufacturer warranty
- Equipment delivery and set-up at no additional charge
- All commercial products purchased by a credit card will be subject to a 2.5% service fee.

Thank you for the opportunity to submit this quote. If you have any questions, please do not hesitate in contacting us.

Eric Bickel  
Commercial Sales Manager  
314-750-7347

Scott Esterby  
Inside Sales Rep  
763-592-5641

MTI Distributing, Inc. • 8901 Springdale Ave • Berkeley, MO 63134

I commit to the purchase as detailed on quote above. I reserve the right to opt out of intended purchase at any time prior to scheduled delivery. I understand that the quoted pricing above is not guaranteed and that I will be provided a new proposal when product becomes available.

Name:

Signature:

Date:

Th



November 6, 2023

Honorable Mayor and City Council  
City of Washington  
405 Jefferson Street  
Washington, MO 63090

RE: Bid Recommendation – Field Pro Ballfield Groomer

Honorable Mayor and City Council,

As you may be aware, before making a determination that a particular piece of equipment should be purchased, staff annually review and analyze equipment to determine current need. As such, the Parks and Recreation Department identified the need to replace the 2004 Jacobsen Field Groomer in the FY2023-2024 budget. It was determined that MTI Distributing would give the City the best pricing via the Omnia cooperative purchasing agreement. The Department's current ballfield groomer, a 2004 model, will be accepted as a trade in thus reducing the cost of the new groomer.

A new feature on the Field Pro Groomer is the addition of a laser level which will allow the staff to perform infield maintenance quicker and at a higher level. Staff also uses the groomer when top dressing outfields. The leveling bar and rake help work sand into the soil.

**Accordingly, staff recommends that Council consider MTI Distributing's bid in the amount of \$44,660.39 for the purchase of the Field Pro 6040 Groomer. This amount is under the budgeted amount of \$45,000, which was approved in the FY2023-2024 Parks and Recreation budget.**

As always, if you have any questions, concerns or would like additional information, please feel free to contact me prior to the Council meeting.

Respectfully,

*Wayne Dunker*

Wayne Dunker, MA, CPRP  
Director of Parks & Recreation

BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE AMENDING SECTION 700.320 OF THE  
CODE OF THE CITY OF WASHINGTON, MISSOURI  
RELATING TO WATER CONNECTION FEES

BE IT ORDAINED by the Council of the City of Washington, Missouri, as follows:

SECTION 1: Section 700.320 of the Code of the City of Washington, Missouri is hereby amended to read as follows:

A. All applications for water taps or connections to water mains and extensions shall be in writing and accompanied by a drawing showing location of the main or extension and the location of the proposed connection to the main or extension. A tap fee based upon the following schedule shall accompany each such application:

Size Of Connection (inches)	Tap Fee
3/4 and 1	\$200 plus materials
1 1/2	\$250 plus materials
2	\$300 plus materials

B. In addition to the tap fee above, a connection charge based upon the following schedule shall also accompany each such application:

Size Of Service Connection (inches)	Connection Charge
--	-------------------

1-inch or smaller	\$2,000
1 1/2	\$3,600
2	\$5,600
3	\$10,400
4	\$16,000
6	\$28,000
8	\$38,400
10	\$53,200
12	\$66,378

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: This ordinance shall be in full force and effect from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri





**To:** Honorable Mayor and City Council  
**From:** Kevin Quaethem, Public Works Superintendent  
**Subject:** Change to code section 700.320  
**Date:** 10/31/2023

Mayor and Council,

Staff have been working on updating current code sections for the Wastewater and Water Departments. While working with the wastewater connection fees it was found that the water connection fees had not been addressed. Staff reviewed and decided that it was time to increase the connection fees to mirror the wastewater fees.

Staff is requesting Council to approve the changes being made to code section 700.320. This has to do with the change in connection fees to the infrastructure.

The Board of Public Works and staff are asking for your approval of this change. If approved the change will take effect January 1<sup>st</sup>, 2024.

Thank You,

A handwritten signature in blue ink, appearing to read "Kevin Quaethem", is written over a light blue circular stamp.

Kevin Quaethem

Public Works Superintendent

The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

**Section 700.320 Permits And Charges For Water Taps And Connections.**

**[R.O. 1992 § 700.320; Ord. No. 6702 § 1, 6-19-1989; Ord. No. 7207 § 3, 4-20-1992; Ord. No. 14-11288 § 1, 7-7-2014]**

- A. All applications for water taps or connections to water mains and extensions shall be in writing and accompanied by a drawing showing location of the main or extension and the location of the proposed connection to the main or extension. A tap fee based upon the following schedule shall accompany each such application:

Size Of Connection (inches)	Tap Fee
3/4 and 1	<del>\$100 plus materials</del> <u>\$200 plus Materials</u>
1 1/2	<del>\$175 plus materials</del> <u>\$250 plus materials</u>
2	<del>\$225 plus materials</del> <u>\$300 plus materials</u>

- B. In addition to the tap fee above, a connection charge based upon the following schedule shall also accompany each such application:

Size Of Service Connection (inches)	Connection Charge
3/4	\$600
<u>+1-inch or smaller</u>	<del>\$800</del> <u>\$2,000</u>
1 1/2	<del>\$1,700</del> <u>\$3,600</u>
2	<del>\$2,000</del> <u>\$5,600</u>
3	<del>\$2,300</del> <u>\$10,400</u>
4	<del>\$3,400</del> <u>\$16,000</u>
6	<del>\$4,500</del> <u>\$28,000</u>
8	<del>\$6,700</del> <u>\$38,400</u>
10	<del>\$8,900</del> <u>\$53,200</u>
12	<del>\$11,100</del> <u>\$66,378</u>

BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE PROVIDING FOR THE APPROVAL AND  
ACCEPTANCE OF MINIMUM IMPROVEMENTS FOR  
MAINTENANCE FOR HIGHLAND MEADOWS PLAT 7, IN  
THE CITY OF WASHINGTON, FRANKLIN COUNTY,  
MISSOURI

WHEREAS, the minimum improvements have now been constructed, inspected,  
and can be accepted by the City of Washington, Missouri.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of  
Washington, Missouri, as follows:

SECTION 1: The City's requirements have been met, the City of Washington,  
Missouri, accepts the streets, storm sewers, sanitary sewers, and water for maintenance  
within said subdivision.

SECTION 2: The Council hereby authorizes the release of all remaining escrows  
funds previously deposited by the developer to guarantee the installation of such streets,  
storm sewers, storm water controls, sanitary sewers, and water.

SECTION 3: The applicant shall execute the Maintenance Bond Contract  
marked Exhibit A, attached hereto and incorporated herein by reference and receipt by  
the City of Washington, Missouri of a Maintenance Bond Contract for said minimum  
improvements.

SECTION 4: This ordinance shall be in full force and effect from and after the date of its passage and approval.

SECTION 5: All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri

**Exhibit A**  
**MAINTENANCE BOND CONTRACT**

WHEREAS, the Code of the City of Washington, Missouri provides in Section 410.025(L), that upon acceptance of minimum improvements within a subdivision by the City Council of the City of Washington, Missouri the subdivider shall execute a maintenance bond with sufficient sureties to ensure that all minimum improvements are installed properly and that such construction has been performed in a workmanlike manner; and

WHEREAS, Section 410.025(L) provides that the maintenance bond shall remain in effect for a period of two (2) years from the date of acceptance of the minimum improvements and be in an amount equal to twenty percent (20%) of the estimated costs of the minimum improvements as determined by the City Engineer.

NOW, THEREFORE, in consideration of the acceptance of the minimum improvements by the City Council of the City of Washington, Missouri, serving "Highland Meadows Plat 7", the undersigned hereby agrees to furnish the City of Washington, Missouri a maintenance bond in the amount of \$45,504.20 binding the undersigned to the City of Washington, Missouri for two (2) years from the date of acceptance to indemnify the City of Washington, Missouri for all loss that the City of Washington, Missouri may sustain by reason of any defective materials or workmanship in the minimum improvements which become apparent during that two (2) year period.

Owner/Subdivider/Divider/Applicant

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Company Name

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

7j



October 20, 2023

Honorable Mayor and City Council  
City of Washington  
405 Jefferson Street  
Washington, MO 63090

RE: Highland Meadows Plat 7  
Acceptance of minimum improvements

Honorable Mayor and City Council,

The following is pertinent information to the subject request.

**Description:**

The following ordinance will allow for the acceptance of minimum improvements by the City. The City will take over maintenance of the improvements. A 20% maintenance bond in the amount of \$45,504.20 is included.

As always, if you have any questions, concerns or would like additional information, please feel free to contact me.

Respectfully,

A handwritten signature in blue ink that reads "Charles Stankovic".

Charles Stankovic, PE  
Interim City Engineer

7j

BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE PROVIDING FOR THE APPROVAL AND ACCEPTANCE OF MINIMUM IMPROVEMENTS FOR MAINTENANCE FOR THE VILLAS AT HIGH STREET PLAT 1, IN THE CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI

WHEREAS, the minimum improvements have now been constructed, inspected, and can be accepted by the City of Washington, Missouri.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The City's requirements have been met, the City of Washington, Missouri, accepts the streets, storm sewers (excluding detention), sanitary sewers, and water for maintenance within said subdivision.

SECTION 2: The Council hereby authorizes the release of all remaining escrows funds previously deposited by the developer to guarantee the installation of such streets, storm sewers, storm water controls, sanitary sewers, and water.

SECTION 3: The applicant shall execute the Maintenance Bond Contract marked Exhibit A, attached hereto and incorporated herein by reference and receipt by the City of Washington, Missouri of a Maintenance Bond Contract for said minimum improvements.

SECTION 4: This ordinance shall be in full force and effect from and after the date of its passage and approval.

SECTION 5: All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri



**Exhibit A**  
**MAINTENANCE BOND CONTRACT**

WHEREAS, the Code of the City of Washington, Missouri provides in Section 410.025(L), that upon acceptance of minimum improvements within a subdivision by the City Council of the City of Washington, Missouri the subdivider shall execute a maintenance bond with sufficient sureties to ensure that all minimum improvements are installed properly and that such construction has been performed in a workmanlike manner; and

WHEREAS, Section 410.025(L) provides that the maintenance bond shall remain in effect for a period of two (2) years from the date of acceptance of the minimum improvements and be in an amount equal to twenty percent (20%) of the estimated costs of the minimum improvements as determined by the City Engineer.

NOW, THEREFORE, in consideration of the acceptance of the minimum improvements by the City Council of the City of Washington, Missouri, serving “The Villas at High Street Plat 1”, the undersigned hereby agrees to furnish the City of Washington, Missouri a maintenance bond in the amount of \$30,221.20 binding the undersigned to the City of Washington, Missouri for two (2) years from the date of acceptance to indemnify the City of Washington, Missouri for all loss that the City of Washington, Missouri may sustain by reason of any defective materials or workmanship in the minimum improvements which become apparent during that two (2) year period.

Owner/Subdivider/Divider/Applicant

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Company Name

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

7K



October 30, 2023

Honorable Mayor and City Council  
City of Washington  
405 Jefferson Street  
Washington, MO 63090

RE: The Villas at High Street Plat 1  
Acceptance of minimum improvements

Honorable Mayor and City Council,

The following is pertinent information to the subject request.

**Description:**

The following ordinance will allow for the acceptance of minimum improvements by the City. The City will take over maintenance of the improvements. A 20% maintenance bond in the amount of \$30,221.20 is included.

As always, if you have any questions, concerns or would like additional information, please feel free to contact me.

Respectfully,

Charles Stankovic, PE  
City Engineer

TK

BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE APPROVING THE FINAL PLAT OF  
HIGHLANDS MEADOWS PLAT 7, IN THE CITY OF  
WASHINGTON, FRANKLIN COUNTY, MISSOURI

WHEREAS, the final plat of Highland Meadows Plat 7, in the City of Washington, Franklin County, Missouri, has been submitted to the City for approval.

NOW, THEREFORE, be it ordained by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The final plat Highland Meadows Plat 7, in the City of Washington, Missouri, is hereby approved and the same is ordered recorded with the Franklin County, Missouri, Recorder of Deeds.

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: This ordinance shall be in full force and effect from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri



0 30 60 90  
SCALE 1" = 30'

■ = NOW/PREVIOUSLY FOUND MONUMENT  
SET 1/2" FROM CORNERS

U.E. = UTILITY EASEMENT  
S.E.E. = STORM DRAINAGE EASEMENT  
S.F. = SQUARE FEET

ACCURACY STANDARD = USUAL PRACTICE  
DEED REFERENCE DOC. #3218844

BOUNDARIES BASED ON MISSOURI STATE PLANE  
COORDINATE SYSTEM, EAST ZONE (GSD NORTH)

TRACT IS CURRENTLY ZONED R-10  
R-10 ZONING:

REQUIREMENTS:  
FRONT YARD = 25'  
SIDE YARD = 5'  
REAR YARD = 25'

MINIMUM UTILITY EASEMENT WIDTH:  
FRONT = 25'  
SIDE = 5'

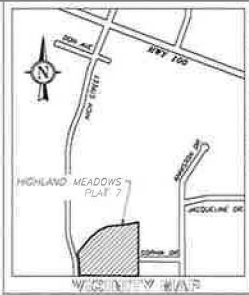
**NOTES:**  
Schedule B of a current title report has not  
been furnished to the Land Surveyor by the  
Owner and no investigation has been  
conducted as to the present status of  
ownership or other restrictive instruments  
affecting the subject land.

There are encroachments but not necessarily  
to show.

Lot areas will not be provided unless  
specifically requested.

Furthermore, without a current title report,  
the land surveyor makes no guarantee the  
survey is correct unless it appears to be  
correct.

**FLOODING HAS NOT BEEN DETERMINED  
ON LOTS 14, 15, 20, 21, & 22 ARE SUBJECT TO  
CHARTER 415, FLOOD DAMAGE PREVENTION  
OF CITY OF WASHINGTON, DISTRICT OF COLUMBIA.**



NUMBER	CHORD DIRECTION	CHORD LENGTH	ANGLE	ARC LENGTH
Z1	S 23°15'42" W	43.97	330.38	44.01
Z2	S 47°53'51" E	15.00	18.00	18.85
Z3	S 51°56'10" E	12.27	18.00	18.14
Z4	N 13°28'24" W	21.88	330.38	21.88
Z5	S 43°23'28" W	14.14	18.00	18.71
Z6	S 18°12'37" E	8.40	18.00	8.51
Z7	N 88°24'24" W	54.00	34.00	72.08
Z8	S 12°54'30" E	8.40	18.00	8.51
Z9	S 44°36'24" W	14.14	18.00	18.71

# HIGHLAND MEADOWS PLAT 7

A TRACT OF LAND BEING PART OF THE  
SOUTHEAST QUARTER OF THE NORTHEAST QUARTER  
OF SECTION 28, T44N, R11W OF THE 5TH P.M.,  
IN THE CITY OF WASHINGTON, MO

**CERTIFICATE:**  
I, the President of UNICO Development Corp., owner of the tract of land shown herein have caused the same to be surveyed and subdivided in the manner shown herein. Said subdivision shall be known as "HIGHLAND MEADOWS PLAT 7".  
The setback lines are established as shown herein.  
The utility easements shown on the plat are hereby granted to the City of Washington, Southwestern Bell Telephone Company, Union Electric Company, Soco Energy and their successors and assigns for installation and maintenance of public utilities.  
I hereby dedicate Easement Drive and Drive Court as shown herein to the City of Washington, Missouri, for public use herein.  
All lots in this subdivision are subject to restrictions of record, as now exist, or may be subsequently recorded or amended.

I, WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_, 2004.

UNICO Development Corp.  
By: Kurt Universaal, President

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

On this \_\_\_\_ day of \_\_\_\_\_, before me personally appeared Kurt Universaal, President of UNICO Development Corp., to me known to be the person described in and who executed the foregoing instrument, and acknowledged that he executed the same as his free act and deed on behalf of UNICO Development Corp., a Missouri history class corporation, on behalf of the members of said corporation.

I, JESSIE GARY WINTER, I have hereunto set my hand and affixed my official seal in the County and State aforesaid, this day and year first above written.

My term expires \_\_\_\_\_

Notary Public

I, Doug Treisman, Collector of Revenue for Franklin County, Missouri, first being duly sworn depose and say that I am familiar with the land belonging to UNICO Development Corp. and subdivided as "HIGHLAND MEADOWS PLAT 7" and further state that there are no encumbrances of record, as the plat is shown thereon.

Doug Treisman  
Collector of Revenue  
Franklin County, MO

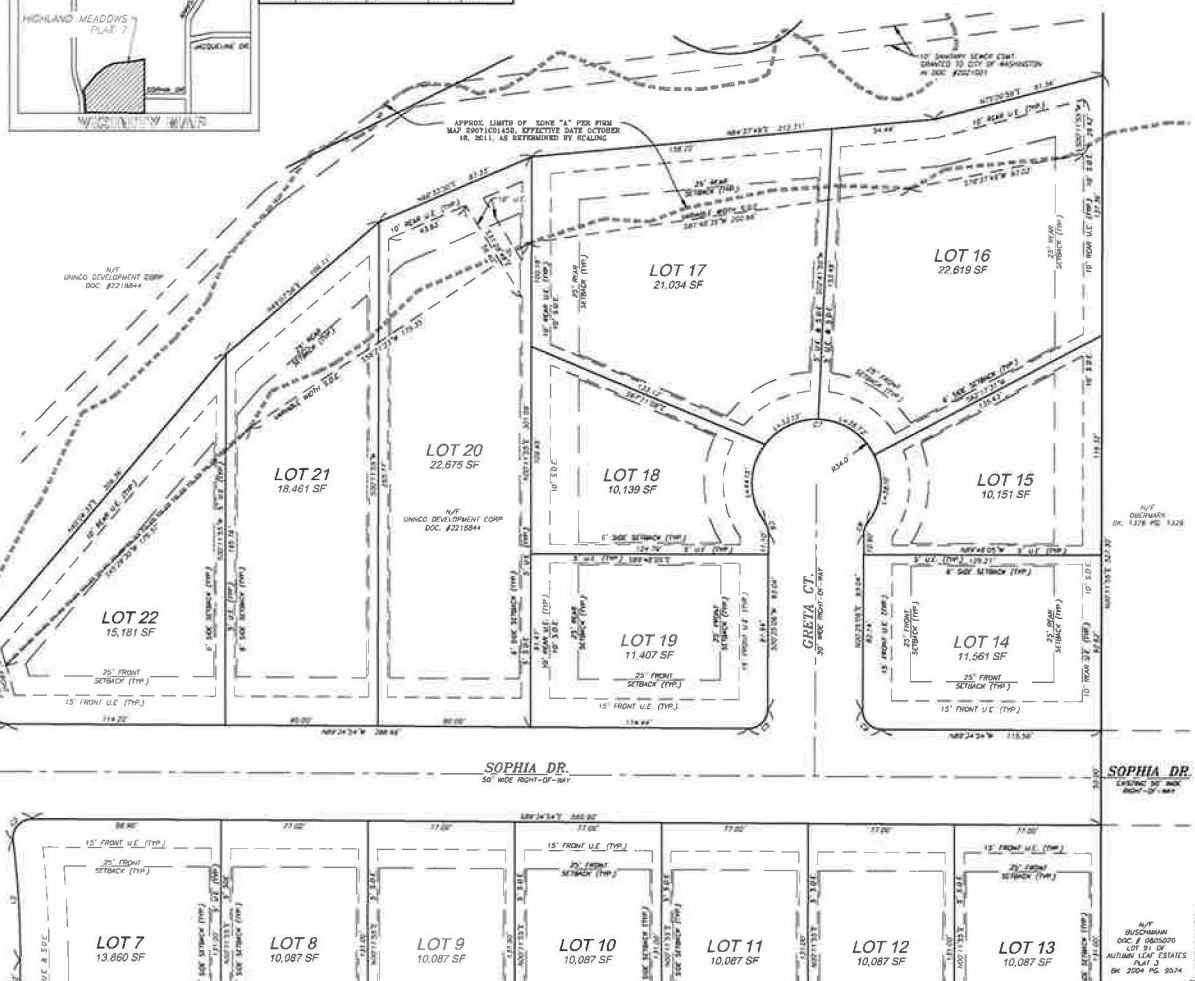
I, Steve Fleming, City Clerk for and with the City of Washington, Missouri, do hereby certify that the above plat of "HIGHLAND MEADOWS PLAT 7" was approved by the City Council of Washington, Missouri, by Ordinance No. \_\_\_\_\_ passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2004.

I, JESSIE GARY WINTER, I have hereunto set my hand and affixed my official seal of the City of Washington, Missouri, this \_\_\_\_ day of \_\_\_\_\_, 2004.

Steve Fleming  
City Clerk, Washington, MO

I, Cameron Lusher, hereby certify to Kurt Universaal that this survey was completed under my direct supervision and to the best of my knowledge, information and professional judgment the results shown herein are correct and are made in compliance with the current standards for property boundary surveys of the Missouri State of Insurance, Financial Institutions and Professional Regulation (79-CMR 2030-18.02) as set forth therein.

Cameron Lusher  
PLS 200318430  
P.L.S. Surveying & Engineering Inc.  
1700 NW 25th Ave, Suite 200  
Fort Lauderdale, FL 33311  
Tel: 954-351-1832



**WSE SURVEYING & ENGINEERING INC.**  
812 EAST MAIN STREET, SUITE 400, ST. LOUIS, MO 63101  
(314) 383-7400  
MISSOURI STATE LICENSE NO. 000308  
EPL ENGINEERING INC.  
LAND SURVEYING, DISTRICTS

**HIGHLAND MEADOWS PLAT 7**  
A TRACT OF LAND BEING PART OF THE  
SOUTHEAST QUARTER OF THE NORTHEAST QUARTER  
OF SECTION 28, T44N, R11W OF THE 5TH P.M.,  
IN THE CITY OF WASHINGTON, MO

SCALE: 1"=30'	SHEET:
DATE: 8-28-2004	1 OF 1
DRAWN BY:	
CHECKED BY:	
DATE: 8-28-2004	

8a

BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE APPROVING THE AMENDMENT TO THE  
FINAL PLAT OF THE VILLAS AT HIGH STREET PLAT 1, IN  
THE CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI

WHEREAS, the amendment to the final plat of The Villas at High Street Plat 1, in the City of Washington, Franklin County, Missouri, has been submitted to the City for approval.

NOW, THEREFORE, be it ordained by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The amendment to the final plat of The Villas at High Street Plat 1, in the City of Washington, Missouri, is hereby approved and the same is ordered recorded with the Franklin County, Missouri, Recorder of Deeds.

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: This ordinance shall be in full force and effect from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri



October 31, 2023

Honorable Mayor and City Council  
City of Washington  
Washington, Missouri

RE: Final Plat Amendment of the Villas at High Street, Plat I

Dear Mayor and Council Members:

The Final Development Plan for the The Villas at High Street was approved by Council on August 21, 2023. The plan did not include all necessary easements and a note was added to the plat to make certain maintenance of the cul-de-sac turning circle unpaved island would be maintained by the The Villas at High Street Homeowners Association. The amended plat has all the easements and notes included. These changes were necessary in order for the City to accept the minimal improvements for maintenance.

Sincerely,

A handwritten signature in blue ink that reads "Charles Stankovic".

Charles Stankovic, PE  
Interim City Engineer

# VILLAS AT HIGH STREET PLAT 1

A TRACT OF LAND BEING PART OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 28,  
TOWNSHIP 44 NORTH, RANGE 1 WEST OF THE 5TH P.M., IN THE CITY OF WASHINGTON, MISSOURI  
ZONED "PD-R" PLANNED DEVELOPMENT RESIDENTIAL PER CITY OF WASHINGTON, MISSOURI ORDINANCE No. 20-13136



**OWNER'S CERTIFICATE:**  
I, the President of UNICO Development Corp., owner of the tract of land shown hereon have caused the same to be surveyed and subdivided in the manner shown hereon. Said subdivision shall be known as "HIGHLAND MEADOWS PLAT 1".

The surface lines are established as shown herein.  
All utility easements shown on the plat, unless designated for other specific purposes, are hereby granted to the City of Washington, Inc., as Successor to the City of Washington, Missouri, to use for the purpose of installing, maintaining, repairing, and operating public utilities, including sewer, storm, water, gas, telephone, and electric lines, with the right of temporary use of adjacent land not occupied by improvements for the installation and storage of materials during construction, repair, maintenance, and operation of said utilities, sewer or electric, stormwater impoundment, or storage facilities.  
The said plat is hereby granted to the City of Washington, Missouri, as Successor to the City of Washington, Missouri, for the purpose of installing, maintaining, repairing, and operating public utilities, including sewer, storm, water, gas, telephone, and electric lines, with the right of temporary use of adjacent land not occupied by improvements for the installation and storage of materials during construction, repair, maintenance, and operation of said utilities, sewer or electric, stormwater impoundment, or storage facilities.  
The entrance sign easement as shown on Lot 6C of this plat is hereby dedicated to the City of High Street Lot Owners for the installation and maintenance of subdivision signs, monuments, landscaping, irrigation, which shall become the maintenance responsibility of the Villas of High Street Lot Owners, and its successors and assigns.

I hereby dedicate Walter Way as shown hereon to the City of Washington, Missouri for public use forever. Any portion of Walter Way right of way that is not paved, shall be maintained by the Villas of High Street Homeowners Association.

The Villas of High Street, including the Common Ground & Utility Easement "A" area, is hereby dedicated to the City of Washington, Missouri, as Successor to the City of Washington, Missouri, for the purpose of installing, maintaining, repairing, and operating public utilities, including sewer, storm, water, gas, telephone, and electric lines, with the right of temporary use of adjacent land not occupied by improvements for the installation and storage of materials during construction, repair, maintenance, and operation of said utilities, sewer or electric, stormwater impoundment, or storage facilities.

The common ground and easement areas shown on this plat have been dedicated forever to the Villas of High Street Lot Owners.

IN WITNESS WHEREOF, I have hereunto set my hands this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

UNICO Development Corp.  
By: Kurt Unsworth, President

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_  
I, \_\_\_\_\_, County Clerk of \_\_\_\_\_ County, Missouri, do hereby certify that the above plat of "VILLAS AT HIGH STREET PLAT 1" was approved by the City Council of Washington, Missouri, by Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2011, and that the same is a true and correct copy of the original plat on file in the office of the County Clerk of \_\_\_\_\_ County, Missouri.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the County and State aforesaid, this day and year first above written.

My term expires \_\_\_\_\_.

Notary Public

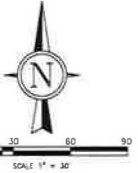
I, Doug Trevinnon, Collector of Revenue for Franklin County, Missouri, do hereby certify that the above plat of "VILLAS AT HIGH STREET PLAT 1" was approved by the City Council of Washington, Missouri, by Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2011, and that the same is a true and correct copy of the original plat on file in the office of the County Clerk of Franklin County, Missouri.

State Treasurer  
Doug Trevinnon  
Collector of Revenue  
Franklin County, MO

I, Steve Kloppsch, City Clerk for the City of Washington, Missouri, do hereby certify that the above plat of "VILLAS AT HIGH STREET PLAT 1" was approved by the City Council of Washington, Missouri, by Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2011, and that the same is a true and correct copy of the original plat on file in the office of the County Clerk of Washington, Missouri.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal of the City of Washington, Missouri, this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

Steve Kloppsch  
City Clerk  
City of Washington, MO



• = NOW/PREVIOUSLY FOUND MONUMENT  
○ = SET 1/2" IRON ROD AT LOT CORNERS  
U.E. = UTILITY EASEMENT  
S.E. = STORM SEWER EASEMENT  
S.F. = SQUARE FEET  
ACCUSED STANDARDS = UNIFORM PROPERTY  
DEED REFERENCE DOC #221844  
BEARINGS BASED ON MISSOURI STATE PLANE COORDINATE SYSTEM EAST ZONE (48° NORTH)

I, Common Lakes, hereby certify to UNICO DEVELOPMENT CORPORATION that this survey was prepared under my direct supervision, and to the best of my knowledge, information and professional judgment the resulting plat is correct and is made in accordance with the current Missouri Minimum Standards for Property Boundary Surveys.

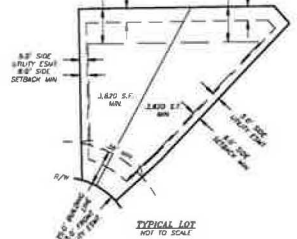


Common Lakes  
P.L.S. #00114428  
P.L.S. No. Washington Surveying & Engineering, Inc.  
Franklin County Surveyor

THE VILLAS AT HIGH STREET PLAT 1	
A TRACT OF LAND BEING PART OF THE SE 1/4 OF THE NE 1/2 OF SECTION 28, T44N, R1W OF THE 5TH P.M. IN THE CITY OF WASHINGTON, MISSOURI	
SCALE: 1"=30'	SHEET
DATE: 6/17/2011	1 OF 1
FILE NO. 2011-00114428	
MISSOURI STATE DEPARTMENT OF REVENUE	
DIVISION OF LAND SURVEYING	

**NOTES:**  
Schedule B of a current title report has not been furnished to the Land Surveyor by the Client and no investigation has been conducted as to the present status of easements or other restrictive covenants affecting the subject land.  
Future lot encroachments will not necessarily be shown or into streets provided unless specifically requested.  
Furthermore, without a current title report, the land surveyor makes no guarantee the owners of adjacent tracts are correct.  
Conformance by deed shall follow recordation of plat to change easements.  
The land surveyor makes no guarantee that access to the street as shown herein has been granted easements or easements.

THIS TRACT IS CURRENTLY ZONED "R-10"  
R-10 ZONING  
SETBACKS:  
FRONT YARD = 25'  
SIDE YARD = 0'  
REAR YARD = 25'  
MINIMUM EASEMENT WIDTHS:  
FRONT = 15'  
REAR = 10'  
SIDE = 5'



86

BILL NO. \_\_\_\_\_ INTRODUCED BY \_\_\_\_\_

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

AN ORDINANCE APPROVING THE FINAL DEVELOPMENT PLAN OF THE BLUFFS AT BASSORA PLACE IN THE CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI

WHEREAS, the final development plan of The Bluffs at Bassora Place, in the City of Washington, Franklin County, Missouri, has been submitted to the City for approval; and

WHEREAS, the City Clerk and City Engineer have certified that the required improvements have not been completed however, a Performance Contract is attached hereto and marked as Exhibit A to see that they shall be completed per the City Code; and

WHEREAS, the final development plans are attached hereto as Exhibit B; and

WHEREAS, the final plat to be recorded at the County is attached hereto as Exhibit C.

NOW, THEREFORE, be it ordained by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The final development plan of The Bluffs at Bassora Place in the City of Washington, Missouri, is hereby approved and the same is ordered recorded with the Franklin County, Missouri, Recorder of Deeds.

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: This ordinance shall be in full force and effect from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri



## EXHIBIT A

### PERFORMANCE CONTRACT

Whereas, the Code of the City of Washington, Missouri provides in Section 410.035(G)(5) that all minimum improvements shall be installed and approved in a subdivision before the final plat of the subdivision is submitted to the City of Washington, Missouri, unless written approval is given by the City Council to complete said improvements as the subdivision is developed; and

Whereas, pursuant to Section 410.035(G)(5), in lieu of the completion of the minimum improvements previous to the final approval of a plat, the City Council shall accept, at the option of the developer, an escrow secured with cash or an irrevocable letter of credit deposited with the City, or the City may accept a surety bond and such bond shall be in an amount and with surety and other reasonable conditions, providing for and securing the actual construction and installation of the minimum improvements; and

Whereas, the undersigned owner has requested the City Council of the City of Washington, Missouri, to grant final plat approval of "The Bluffs at Bassora Place", even though all minimum improvements have not been installed and approved; and

Whereas, the City Engineer has determined that the amount of One Hundred and Two Thousand Two Hundred and Seventy Eight Dollars (\$102,278.00) is equal to the cost of constructing, erecting and installing sanitary sewer as shown on the Subdivision Improvement Plans not yet constructed, erected and installed.

Now, Therefore, in consideration of the acceptance and final plat approval by the City Council of the City of Washington, Missouri, of the "The Bluffs at Bassora Place", and in accordance with Section 410.035(G)(5) of the Code of the City of Washington, Missouri, the undersigned hereby agrees to furnish the City of Washington, Missouri, at the undersigned's option, an irrevocable letter of credit or an escrow secured with cash, in the amount , One Hundred and Two Thousand Two Hundred and Seventy Eight Dollars (\$102,278.00)is equal to the cost of constructing, erecting and installing sanitary sewer as shown on the Subdivision Improvement Plans not yet constructed, erected and installed, as determined by the City Engineer. The City of Washington, Missouri may accept, in lieu of an irrevocable letter of credit or an escrow secured with cash, a surety bond with surety in an amount and with surety and other reasonable conditions, providing for and securing

the actual construction and installation of the improvements and utilities shown on the Subdivision Improvement Plans not yet constructed, erected and installed as determined by the City Engineer.

It is further understood and agreed the undersigned shall complete construction and installation of the improvements and shown on the Subdivision Improvement Plans not yet constructed, erected and installed as determined by the City Engineer within twenty four (24) months of the date hereof.

It is further understood and agreed to that no utility service connections or occupancy permits shall be issued to the owner, or to any other person, firm, corporation, association or partnership, for any structure, unless and until all utilities and improvements have been constructed, erected and installed in said structure and upon lots on which said structure is situated in accordance with the Subdivision Improvement Plans.

It is hereby further understood and agreed that no occupancy permit shall be issued to the owner or any other person, firm, corporation, association or partnership for any structure on any street that is not completed in front of or adjacent to such lots upon which such structure is situated.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023

Owner/Subdivider/Divider/Applicant

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Company Name

City of Washington, Missouri

\_\_\_\_\_  
Mayor

Seal:

Attest:

\_\_\_\_\_  
City Clerk

# Exhibit B

## NEW SINGLE FAMILY-DUPLEX RESIDENTIAL DEVELOPMENT - THE BLUFFS AT BASSORA PLACE

### PROJECT TEAM

**OWNER**  
 HOUSE OF HOARD  
 1126 DUNWOODY DRIVE  
 SAINT LOUIS MO 63122  
 PHONE 314.221.2147  
 WWW.HOUSEOFHOARD.COM

**ARCHITECT**  
 HOUSE OF HOARD  
 1126 DUNWOODY DRIVE  
 SAINT LOUIS MO 63122  
 PHONE 314.221.2147  
 WWW.HOUSEOFHOARD.COM

**CIVIL ENGINEER**  
 SPA  
 1126 DUNWOODY DRIVE  
 SAINT LOUIS MO 63122  
 PHONE 314.221.2147  
 WWW.HOUSEOFHOARD.COM

**STRUCTURAL ENGINEER**  
 SPA

**GENERAL CONTRACTOR**  
 SPA

**ELECTRICAL**  
 SPA

**MECHANICAL**  
 SPA

### SYMBOLS



### PROJECT DATA

#### PROPERTY INFORMATION

PROPERTY ADDRESS: 15 WASHINGTON  
 PARCEL ID: 140315  
 ZONING: R-10  
 AREA: 0.15 ACRES  
 LOT AREA: 10,000 SQ FT  
 FRONT SETBACK: 10 FT  
 SIDE SETBACK: 5 FT  
 REAR SETBACK: 10 FT

#### PARCEL PIN

15 WASHINGTON

#### LEGAL DESCRIPTION

LOT 10 IN SUBDIVISION

#### PARKING PROPOSED

20 CAR SPACES

#### BUILDING AND CODE DATA

PROPOSED BUILDING HEIGHT FOR PD-R: 34 FT

#### CURRENT ZONING OVERLY

R-10

#### PROPOSED BUILDING SLABWORK FOR PD-R

CONCRETE

#### PROPOSED BUILDING HEIGHT FOR PD-R

34 FT

#### PLANNED FUTURE SUBMITTALS

1. SITE PLAN

#### SEPARATE PERMITS

1. SITE PLAN

### PROJECT BASIS OF DESIGN:

1. USE EXISTING TOPOGRAPHY WHERE APPROPRIATE
2. MAINTAIN EXISTING TREES AND LANDSCAPE
3. CONSIDER THE CENTER OF THE SITE FOR FUTURE DEVELOPMENT
4. CONSIDER THE USE OF BRICK VENEER FOR EXTERIOR FINISHES
5. MAINTAIN THE EXISTING SIDEWALKS AND DRIVEWAYS
6. PROPOSED PLANNING SHALL BE IN ACCORDANCE WITH THE CITY OF ST. LOUIS PLANNING AND ZONING CODES
7. THE LOCATION OF THE BUILDINGS SHALL BE IN ACCORDANCE WITH THE CITY OF ST. LOUIS PLANNING AND ZONING CODES
8. THE BUILDINGS SHALL BE IN ACCORDANCE WITH THE CITY OF ST. LOUIS PLANNING AND ZONING CODES
9. THE BUILDINGS SHALL BE IN ACCORDANCE WITH THE CITY OF ST. LOUIS PLANNING AND ZONING CODES
10. THE BUILDINGS SHALL BE IN ACCORDANCE WITH THE CITY OF ST. LOUIS PLANNING AND ZONING CODES



### DRAFT SITE MODEL IMAGE

### DRAFT DESIGN LANGUAGE AND MATERIALS

THE PROJECT IS ENVISIONED TO HAVE A MODERN, SOPHISTICATED DESIGN LANGUAGE THAT BLENDS THE HISTORIC QUALITY MATERIALS SUCH AS BRICK AND STONE WITH A THOUGHTFUL STYLE THAT REFLECTS TODAY'S LIFESTYLE.

MATERIALS ARE PLANNED TO BE BRICK VENEER WITH TALL LARGE WINDOWS AND STEEL ROOFS.

### DESIGN REFERENCE IMAGES

EXTERIOR MATERIALITY IS PLANNED/PROPOSED TO BE COLORED BRICK VENEER WITH BOARD FORMED CONCRETE OR STONE VENEER BASEMENT WALLS AND HARDIE SIDING SECOND FLOORS

TALL OPENINGS REFLECTING EARLY ARCHITECTURE OF WASHINGTON SIMPLIFIED IN MODERN WAY WITH BRICK VENEER



### DRAFT PROJECT NARRATIVE

THIS PROJECT IS THE CREATION OF A QUALITY WITH HOUSING DEVELOPMENT THAT FITS WITHIN THE CONTEXT OF THE NEIGHBORHOOD, TAKES AS MUCH ADVANTAGE OF THE HIGH RIVERFRONT SITE, AND STRIKES A BALANCE OF TOTAL NUMBER OF UNITS, QUALITY OF LIFE FOR THE RESIDENTS UTILIZING SINGLE FAMILY HOUSES ALL ALONG WASHINGTON STREET.

THIS PROJECT IS FIRST OF ITS KIND BY THE DEVELOPER IN WASHINGTON MISSOURI AND IS AN OPPORTUNITY TO SHARH HIS LEGACY OF CARE OF THE REPUTATION OF HIS BRAND AND THE NEIGHBORHOOD.

### DEMOGRAPHICS - LIFESTYLE TARGETS

THE HOUSING TYPOLOGY THAT IS ENVISIONED IS PRIMARILY TARGETED FOR FAMILIES AND PROFESSIONALS SEEKING A HIGH QUALITY HOUSE IN A NATURAL ENVIRONMENT AT THE RIVER.

### DRAFT UNIT TYPE PROGRAM STATEMENT

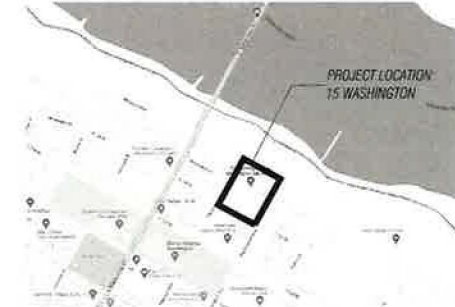
THE UNIT TYPES PLANNED ARE GENEROUS SQUARE FOOTAGES WITH MODERN AMENITIES AND VIEWS OF THE RIVER. OUR FINAL DEVELOPMENT SCENARIO IS A SITE WITH A SINGLE FAMILY BUTTER ALL ALONG THE WASHINGTON STREET FRONTAGE AND DUPLEXES FOR THE REMAINDER OF THE SITE. THERE IS A TOTAL OF 23 UNITS PROPOSED WHICH IS ONE LESS UNIT THAN THE EXISTING RESIDENTIAL ZONE OVERLAY ALLOWS. THIS DOCUMENT IS A RESUBMITTAL OF THE SKETCH PLAN RESUBMIT TO PD-R WITH AN LOD. 18 OF THE 23 UNITS WILL HAVE A RIVER VIEW.

### PROJECT GOAL

CREATE A CONTEXTUAL COMMUNITY THAT IS A QUALITY, RELAXING PLACE TO CALL HOME.

### PROPOSED SCOPE OF WORK

1. REMOVE FROM EXISTING SINGLE FAMILY RESIDENTIAL TO RESIDENTIAL SINGLE-FAMILY AND DUPLEX PD-R
2. DEMOLITION OF EXISTING RESIDENCE THAT HAS BEEN DETERMINED TO NOT BE A LOCAL OR NATIONAL HISTORIC RESIDENCE
3. SITE PREPARATION, MINOR GRADING AND FILLING PER CIVIL DESIGN - DRAWINGS TO BE DEVELOPED UNDER FUTURE SKETCH PLAN PERMIT, MINOR RETAINING WALLS PER PLAN
4. CONSTRUCTION OF 10 NEW, TWO-UNIT DUPLEX BUILDINGS CONTAINING 20 UNITS TOTAL WITH ONE AND TWO CAR GARAGES, PARKING FOR TWO CARS PER UNIT - SITE GUEST PARKING AND THREE SINGLE FAMILY HOUSES WITH TWO CAR GARAGE PARKING
5. LANDSCAPE DEVELOPMENT AS A NATURAL HABITAT WITH LARGE TREES, TREES ON WASHINGTON AVE AND EXISTING SINGLE FAMILY
6. CONSTRUCTION OF SITEWORK, RETAINING WALLS, STAIRS WITH FIRE APPARATUS ACCESS, NATURAL ROLLED CURB AND GUTTER, NATURAL FENCES OR PICKET WALLS AND SITE FEATURES PER CIVIL AND ARCHITECTURAL DRAWINGS TO BE DEVELOPED AFTER SKETCH PLAN REVIEW PROCESS.
7. CONSTRUCTION OF ON-SITE NATURAL TRAIL LOOP AND PICKLE-BALL COURT WITH COMMUNITY BARBECUE.



### VICINITY MAP

#### DRAWING INDEX

1.00 SITE PLAN

#### ARCHITECTURAL

- 1.01 SITE DEVELOPMENT PLAN 10 SHEETS
- 1.02 SITE DEVELOPMENT PLAN 20 SHEETS
- 1.03 UNIT FLOOR PLAN
- 1.04 UNIT FLOOR PLAN
- 1.05 UNIT FLOOR PLAN
- 1.06 UNIT FLOOR PLAN
- 1.07 UNIT FLOOR PLAN
- 1.08 UNIT FLOOR PLAN

#### CIVIL

1.01 SITE DEVELOPMENT PLAN 10 SHEETS

1.02 SITE DEVELOPMENT PLAN 20 SHEETS



HOUSE OF HOARD  
 Architecture and Interior Design  
 1126 DUNWOODY DRIVE  
 SAINT LOUIS MO 63122  
 314-221-2147



### PROJECT NAME

THE BLUFFS AT BASSORA PLACE  
 15 WASHINGTON AVE  
 WASHINGTON MO 63099

### PROJECT OWNER

FLOREN BOGUL  
 2717 BELLAIR LN  
 WASHINGTON MO 63099

### ISSUANCE

09/26/22 SKETCH PLAN DRAFT PLANNING SUBMITTAL

10/01/22 SKETCH PLAN PLANNING AND ZONING SUBMITTAL

10/31/22 SKETCH PLAN PLANNING AND ZONING SUBMITTAL

### SCALE

### PROJECT INFORMATION

#### PROJECT ARCHITECT: HOUSE OF HOARD

DRAWN BY: SPA

CHECKED BY: SPA

10/26/22

A-0.0

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SITE DEVELOPMENT PLAN OVERALL

1/8"=1'-0"



HOUSE OF HOARD  
Architecture and Interior Design  
1125 DUNWOODY DRIVE  
SAINT LOUIS MO 63122  
618-723-2147



PROJECT NAME  
"THE SILVER" / BRISBEN PLACE  
15 WASHINGTON AVE  
WASHINGTON MO 63090

PROJECT OWNER  
FLORIAN BOCK  
2277 BELLEVUE LN  
WASHINGTON MO 63090

ISSUANCE	
08/28/22	SITE PLAN UPR-1 PLANNING SUBMITTAL
10/01/22	SITE PLAN PLANNING AND ZONING SUBMITTAL
10/21/22	SITE PLAN PLANNING AND ZONING RE-SUBMITTAL

SHEET 1101

SITE DEVELOPMENT PLAN 1:50

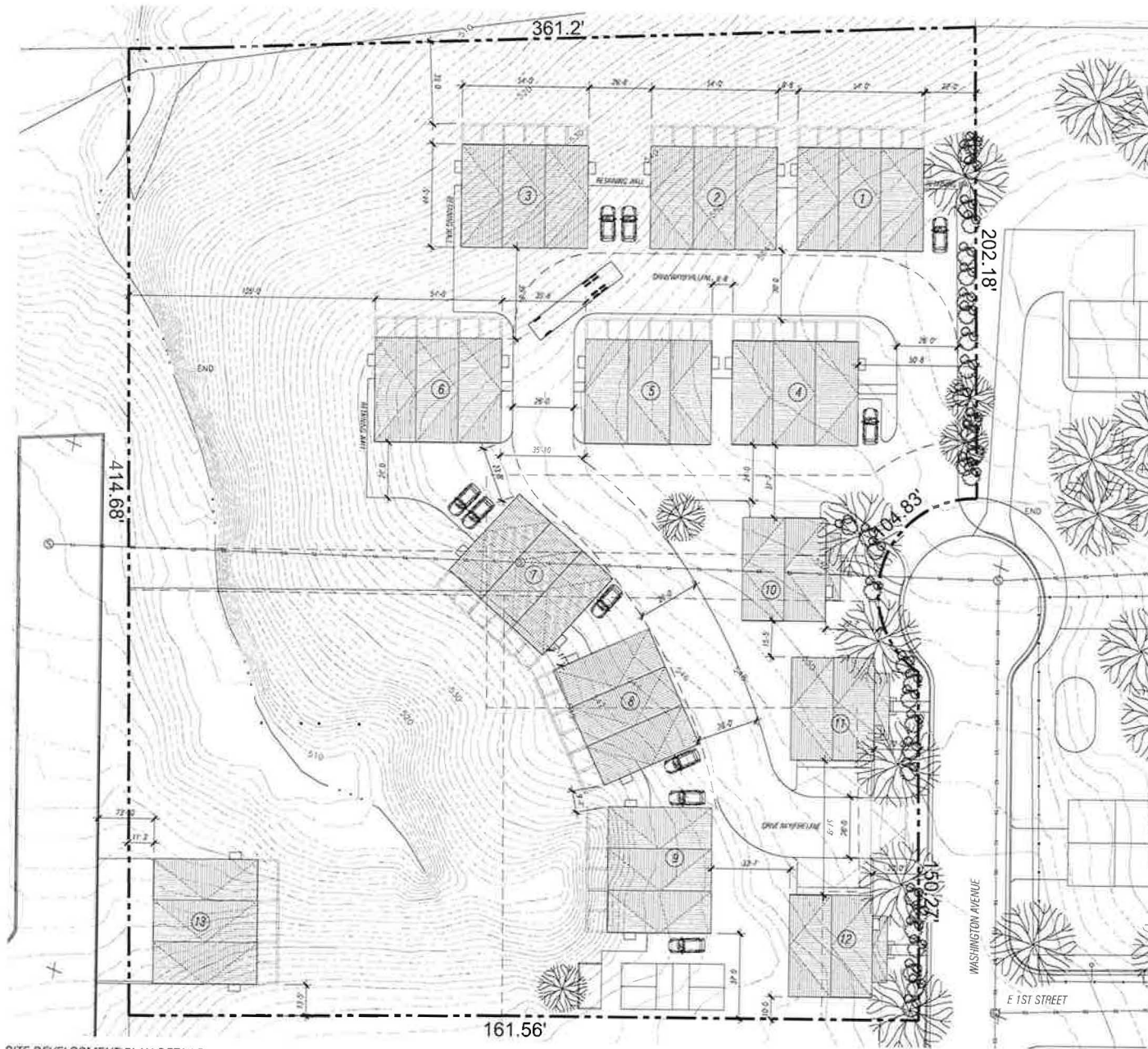
PROJECT ARCHITECT: HOH  
DRAWN BY: SH  
CHECKED BY: SH

10/31/22

A-1.0

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8c



SITE DEVELOPMENT PLAN DETAILS

1/8" = 1'-0"

SITE PLAN NOTES

1. BUILDINGS 1-9, AND 13 ARE DUPLEXES AND CONSIST OF 2BD/2BA 1 OFFICE WITH ONE AND TWO CAR GARAGES, 1700SF AND 1900SF.
2. UNITS 10-12 ARE SINGLE FAMILY AS FOLLOWS:
  - BUILDING 12: 4 BED, 3.5 BA 2400SF WITH 800 SF CONDITIONED BASEMENT AND 930SF TWO CAR GARAGE
  - BUILDING 11: 4 BED, 3.5 BA 2400SF WITH 800 SF CONDITIONED BASEMENT AND 930SF TWO CAR GARAGE
  - BUILDING 10: 3 BED, 2.5 BA 1700SF WITH SLAB ON GRADE, 930SF TWO CAR GARAGE
3. ALL HOUSES FACING OUT TO WASHINGTON FOLLOW THE CITY GRID
4. ALL OF THE HOUSES ON WASHINGTON ARE SINGLE STORY AT THE THE STREET WITH A TWO-STORY STEP AT THE BACK WITH A GARAGE ON THE BASEMENT BELOW GRADE LEVEL
5. THE FRONT SETBACK FOR THE SINGLE-FAMILY HOUSES ON WASHINGTON IS 20' TO THE FACE OF THE SINGLE STORY VOLUME. THE PORCH ENCROACHES INTO THIS 20' FOR CONNECTION TO THE STREET AND NEIGHBORS



HOUSE OF HOARD  
 Architecture and Interiors, LLC  
 1125 DUNWOODY DRIVE  
 SUITE 1000 WASHINGTON, MD 20782  
 519.720.2147



PROJECT NAME  
 "THE BLUFFS AT BASSON PLACE"  
 13 WASHINGTON PARK  
 WASHINGTON, MD 20780

PROJECT OWNER  
 FLOREN BOICU  
 2217 BELLAIR LN  
 WASHINGTON, MD 20780

09/26/22	SKETCH PLAN DRAFT PLANNING SUBMITTAL
10/01/22	SKETCH PLAN PLANNING AND ZONING SUBMITTAL
10/31/22	56% ION PLAN PLANNING AND ZONING SUBMITTAL

SITE  
 DEVELOPMENT  
 TECHNICAL  
 PLAN 1.20

DESIGNED AND DRAWN BY SH  
 CHECKED BY SH

10/31/22

A-1.1

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1/8"=1'-0"

PROPOSED PLANT CHARACTER

1. WHITE OAK INFILL - 2
2. ACE OF HEARTS REDBUD - 10 FT
3. LEATHERLEAF VIBURNUM - 20
4. DWARF LILYTURF AGRODIO GRASS
5. FROST ASTER GROUNDCOVER



WHITE OAK TREE - ONE INSIDE PROJECT AND ONE ALONG EAST PROPERTY LINE, 20-30 INCH



ACE OF HEARTS REDBUD - 10 TO 15' HIGH ALONG WASHINGTON AND THROUGHOUT THE SITE IN WIDE BEDS FOR COLOR - MISSOURI NATIVE



FLOWERING LEATHERLEAF VIBURNUM - INFILL BETWEEN BUILDINGS ALONG WASHINGTON STREET FOR SCREENING AND PRIVACY



DWARF LILYTURF - LOW HEARTY NATIVE GROUND COVER GRASS, PRAIRIE HABITAT FOR BUGS AND BIRDS, PREVENTS EROSION



FROST ASTER - 3' HIGH GROUNDCOVER - NATIVE INFILL BEDS AND AROUND BUILDINGS ON DEVELOPED SITE

1125 DUNWOODY DRIVE  
SAINT LOUIS MO 63122  
619-729-2147



1/8 10/21/2021

PROJECT NAME

THE BLOSSOM AT BLOSSOM PLACE  
15 WASHINGTON AVE  
WASHINGTON MO 63090

PROJECT OWNER

FLOREN BOCCI  
2217 BELLAIR LN  
WASHINGTON MO 63090

DATE

09/26/22 SKETCH PLAN DRAFT  
PLANNING SCHEMATIC

DATE

10/01/22 SKETCH PLAN PLANNING AND  
ZONING SUBMITTAL

DATE

10/23/22 SKETCH PLAN PLANNING AND  
ZONING RESUBMITTAL

DATE

SITE LANDSCAPE  
COLOR  
PLAN 1:20

PROJECT ARCHITECT: STEVE HORD  
DRAWN BY: SH  
CHECKED BY: SH

10/21/22

A-1.2

UNIVERSITY MICROFILMS INTERNATIONAL



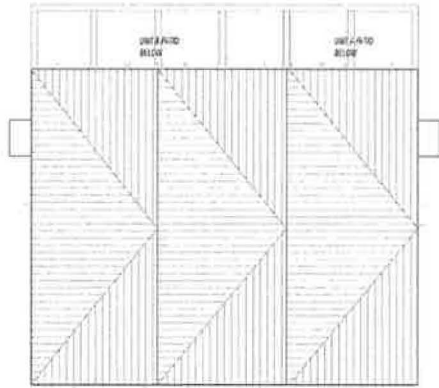


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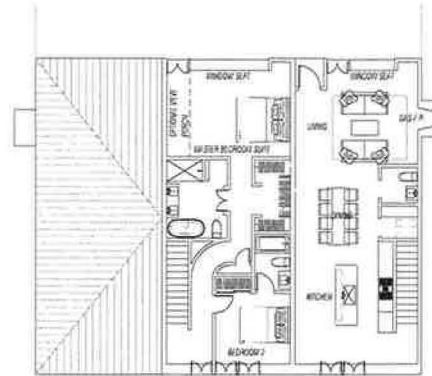
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13 WASHINGTON PARK  
WASHINGTON MO 63090

**PROJECT OWNER**

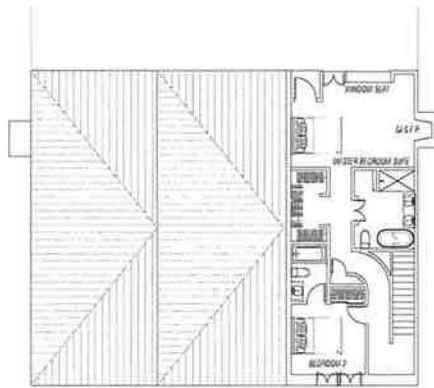
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2211 BELLAIR LN  
WASHINGTON MO 63090



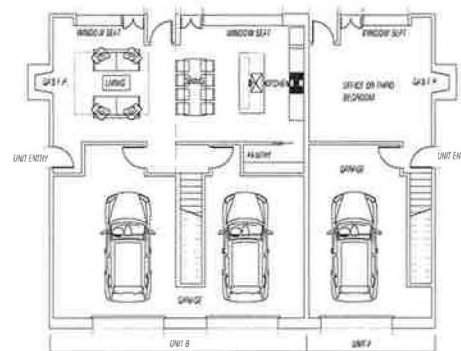
4 ROOF PLAN



2 SECOND FLOOR PLAN



3 THIRD FLOOR PLAN



1 GROUND FLOOR PLAN

**ISSUE:**

08/29/22	SKETCH PLAN DRAFT PLANNING SUBMITTAL
10/01/22	SKETCH PLAN PLANNING AND ZONING SUBMITTAL
10/31/22	SKETCH PLAN PLANNING AND ZONING R/SUBMITTAL

**SCALE:**

TYPICAL UNIT  
PLANS DUPLEX

PROJECT ARCHITECT: STAFF-HOLL  
DRAWN BY: SH  
CHECKED BY: SH  
DATE: 10/2

10/31/22

A-1.3

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Architecture and Interior Design

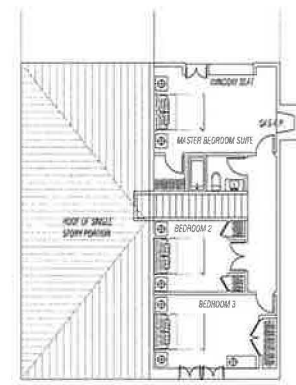
1125 DUMMWOODY DRIVE  
SAINT LOUIS MO 63122  
619-723-2147



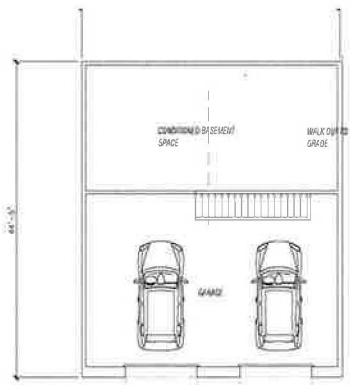
1/8 10/10/2022

PROJECT NAME:  
THE BLUFFS AT BASSORA PLACE  
73 WASHINGTON AVE  
WASHINGTON MO 63090

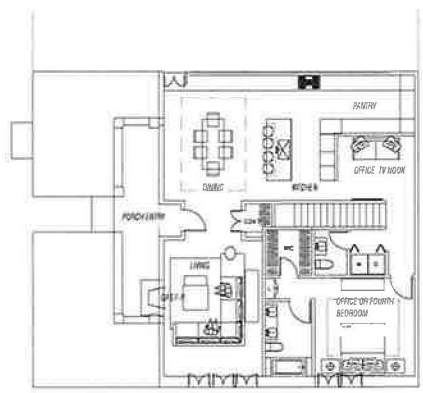
PROJECT OWNER:  
FLORIN BOICU  
2217 BELLAIR LN  
WASHINGTON MO 63090



2 SECOND FLOOR PLAN



3 GARAGE BASEMENT PLAN



1 GROUND FLOOR PLAN

09/26/22	SKETCH PLAN DRIFT PLANNING SUBMITTAL
10/01/22	SKETCH PLAN PLANNING AND ZONING SUBMITTAL
10/31/22	SKETCH PLAN PLANNING AND ZONING R/SUBMITTAL

SHEET NO.:

TYPICAL UNIT  
PLANS SINGLE  
FAMILY

PREPARED BY: DAVID L. VIGNOLA  
DRAWN BY: SH  
CHECKED BY: SH  
1/8-1/2

10/10/22

A-1.3

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D. LOOKING WEST AT WASHINGTON AVE OVER PROJECT TO MADISON



B. LOOKING WEST ON WASHINGTON AVE



C. LOOKING WEST AT WASHINGTON AVE



A. LOOKING NORTH ON WASHINGTON AVE TOWARD RIVER

DUPLEX BUILDINGS IN BACKGROUND ARE SHOWN WITHOUT DETAIL OR MATERIALS YET AND WILL BE TREATED IN SAME WAY TO SINGLE FAMILY HOMES WITH SLIGHT VARIATION IN COLORS AND MATERIAL TREATMENTS



HOUSE OF HOARD  
Architecture and Interior Design

1125 DUNWOODY DRIVE  
SAINT LOUIS MO 63122  
619-723-2147



JAP 12/20/21

PROJECT NAME  
THE BELLEFS AT BLOSSOM PLACE  
15 WASHINGTON AVE  
WASHINGTON MO 63090

PROJECT OWNER  
FLORIN BOCU  
221 BELLAIR LN  
WASHINGTON MO 63090

ISSUANCE	DESCRIPTION
09/26/22	SKETCH PLAN DRAFT PLANNING SUBMITTAL
10/01/22	SKETCH PLAN PLANNING AND ZONING SUBMITTAL
10/31/22	SKETCH PLAN PLANNING AND ZONING RE-SUBMITTAL

SHEET NO:

SITE  
DEVELOPMENT  
MASSING IMAGES

PROJECT ARCHITECT: STEVE HOARD  
DRAWN BY: SA  
CHECKED BY: SA

10/31/22

A-2.0

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L. LOOKING SOUTHWEST AT 3BD/2BA HOME



K. LOOKING UP WASHINGTON



H. LOOKING WEST AT FIRST HOUSE ON WASHINGTON AVE



G. LOOKING SOUTH ON WASHINGTON AVE



F. LOOKING SOUTH AT SINGLE FAMILY HOMES ON WASHINGTON AVE



E. WEST LOOKING AERIAL

**HOH**  
HOUSE OF HOARD  
Architecture and Interior Design

1125 DUNWOODY DRIVE  
SAINT LOUIS MO 63122  
618-723-2147



PROJECT NAME  
THE BLUFFS AT BRISBORN PLACE  
13 WASHINGTON AVE  
WASHINGTON MO 63090

PROJECT OWNER  
FLORA BOCU  
2717 BELLAIR LN  
WASHINGTON MO 63090

09/20/22	SKETCH PLAN DRAFT PLANNING SUBMITTAL
10/01/22	SKETCH PLAN PLANNING AND ZONING SUBMITTAL
10/31/22	SUBMIT PLAN PLANNING AND ZONING RE SUBMITTAL

SHEET NO.:  
  
**SITE  
DEVELOPMENT  
MASSING IMAGES**

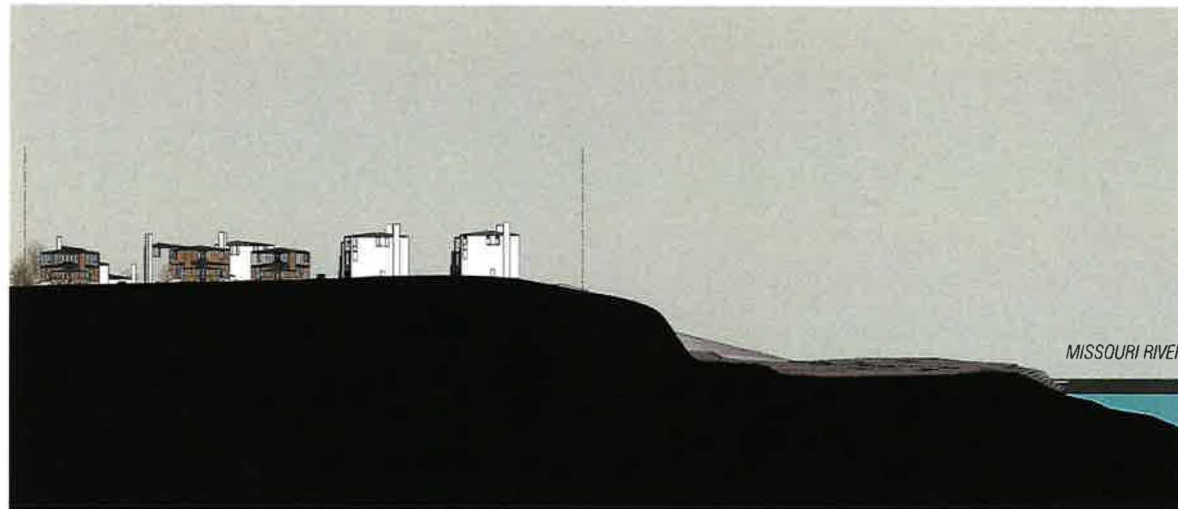
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DRAWN BY: SH  
CHECKED BY: SH

10/31/22

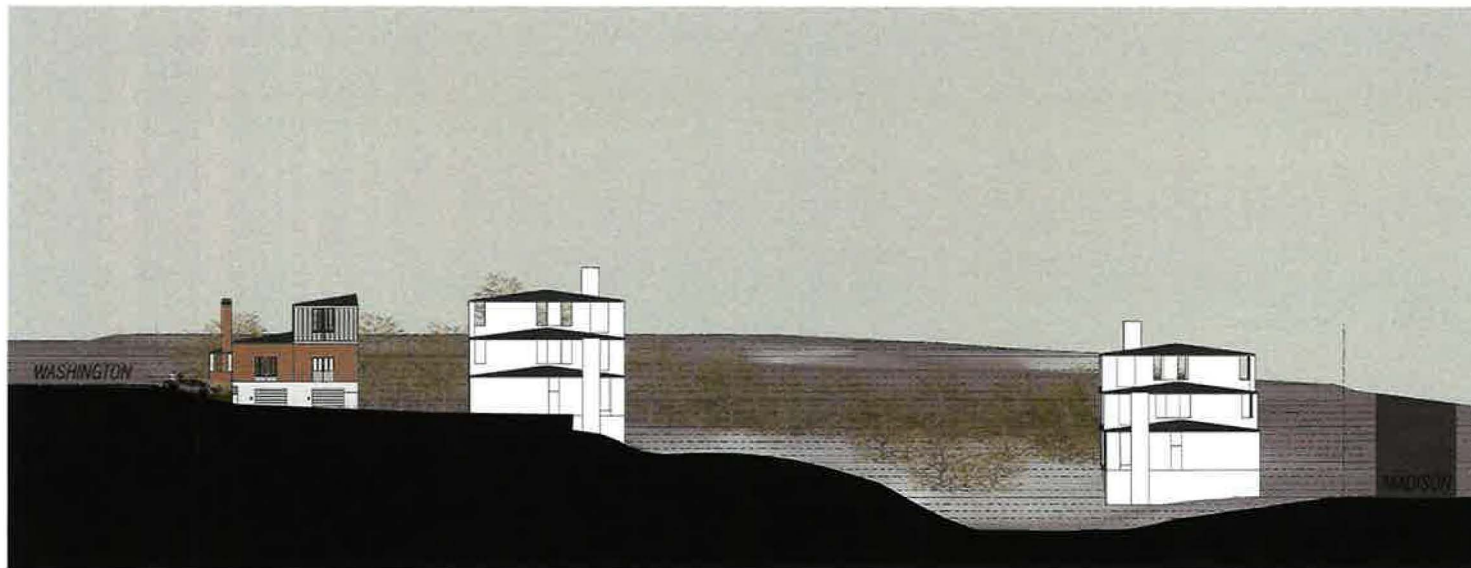
A-2.1

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2. NORTH SOUTH SITE SECTION LOOKING WEST



1. EAST-WEST SITE SECTION LOOKING SOUTH

**HOH**  
 HOUSE OF HOARD  
 Architecture and Interior Design  
 1125 CANNWOOD DRIVE  
 SAINT LOUIS MO 63122  
 314-231-2141



SEP 14/2022

PROJECT NAME  
 "THE BLUFFS AT BISSONNY PLACE"  
 15 WASHINGTON AVE  
 WASHINGTON MO 63090

PROJECT OWNER  
 FLOREN BOCU  
 2211 BELLAIR LN  
 WASHINGTON MO 63090

09/26/22	SKETCH PLAN DRAFT PLANNING SUBMITTAL
10/01/22	SKETCH PLAN PLANNING AND ZONING SUBMITTAL
10/31/22	SKETCH PLAN PLANNING AND ZONING RE-SUBMITTAL

SHEET NO. 2

SITE SECTIONS

PROJECT ARCHITECT: STEVE HOARD  
 DRAWN BY: SH  
 CHECKED BY: SH

10/01/22

A-3.0

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8c

# TOPOGRAPHIC SURVEY



## SITE DATA

SITE AREA 3.33 ACRES±  
TOTAL AREA 3.33 ACRES±

LAND USE: RESIDENTIAL  
ZONING CLASSIFICATION: R-1B  
(SINGLE-FAMILY RESIDENCE DISTRICT)  
LOCAL JURISDICTION: CITY OF WASHINGTON, MISSOURI

DESCRIPTION	PROPOSED	EXISTING
AERIAL ELECTRIC	—E—	—E—
UTILITY POLE	—P—	—P—
GUARD POST	—GP—	—GP—
SANITARY MANHOLE	—SM—	—SM—
CATCH BASIN	—CB—	—CB—
JUNCTION BOX	—JB—	—JB—
FLARED END SECTION	—FES—	—FES—
CLEANOUT	—CO—	—CO—
GRATES INLET	—GI—	—GI—
GRAC RAIL	—GR—	—GR—
CHAINLINK FENCE	—CF—	—CF—
BARBERIE FENCE	—BF—	—BF—
WATER VALVE	—WV—	—WV—
FIRE HYDRANT	—FH—	—FH—
EASEMENT	—E—	—E—
PROPERTY LINE	—PL—	—PL—

ABBREVIATION	DESCRIPTION
BIH	BEE-HIVE INLET
GD	CURB GRATED INLET
FES	FLARED END SECTION
GI	GRATES INLET
JB	JUNCTION BOX
SM	SANITARY MANHOLE

REVISIONS	
1	Issue
2	Issue
3	Issue
4	Issue
5	Issue

These working plans were prepared by the staff of the Surveyor General's Office and the Contractor shall verify the location information.

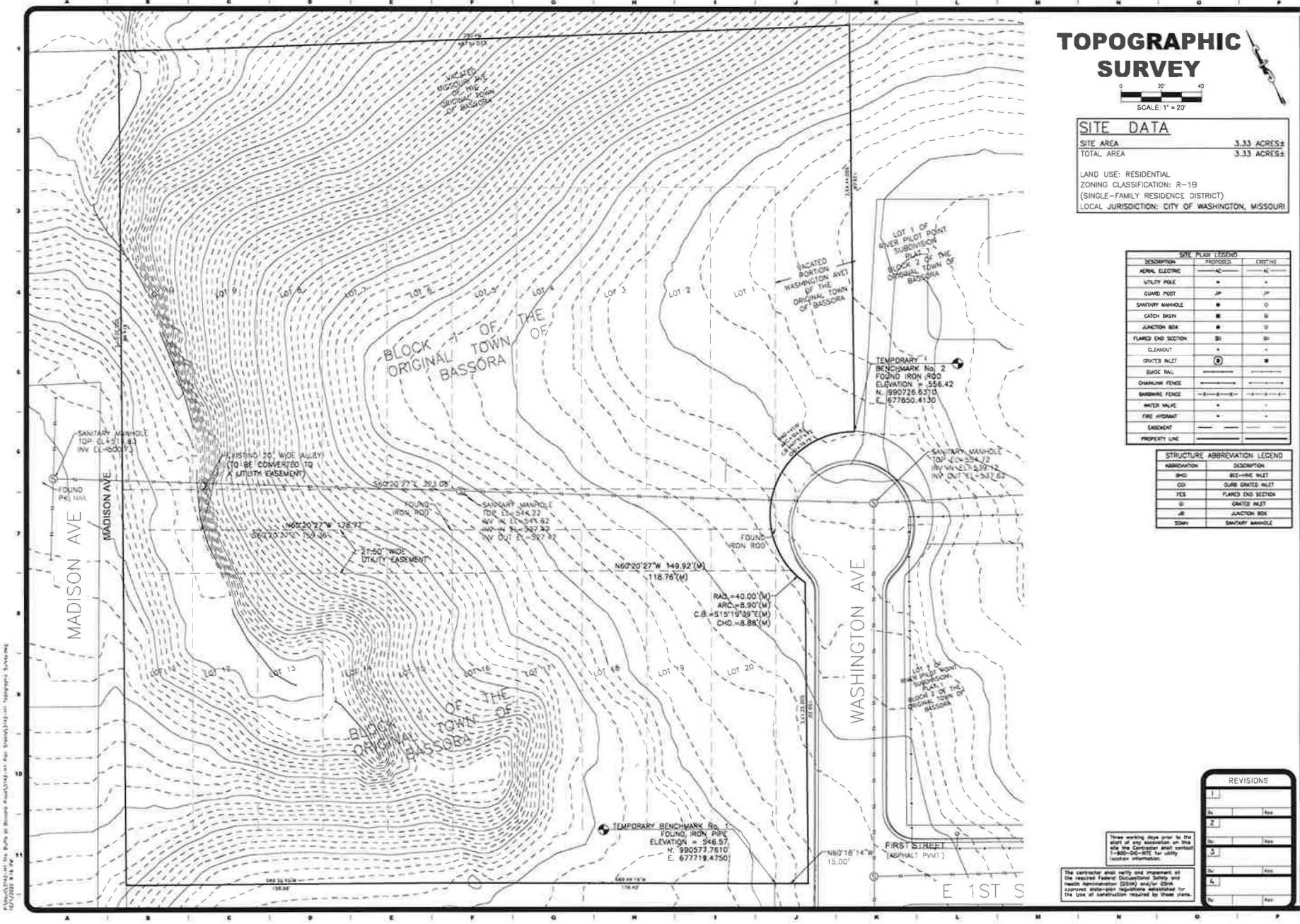
The contractor shall verify and implement all the required Federal Occupational Safety and Health Administration (OSHA) and/or State approved state-plan regulations established for the type of construction indicated by these plans.

**BFA**  
CORPORATION  
110 S. 1st Street  
Washington, Missouri 63090  
TELEPHONE: (314) 238-4474  
WWW.BFA-CORP.COM

**PRELIMINARY DRAWING**  
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NOT TO BE USED FOR CONSTRUCTION

Washington Avenue Property  
City of Washington, Franklin County  
Missouri 63090

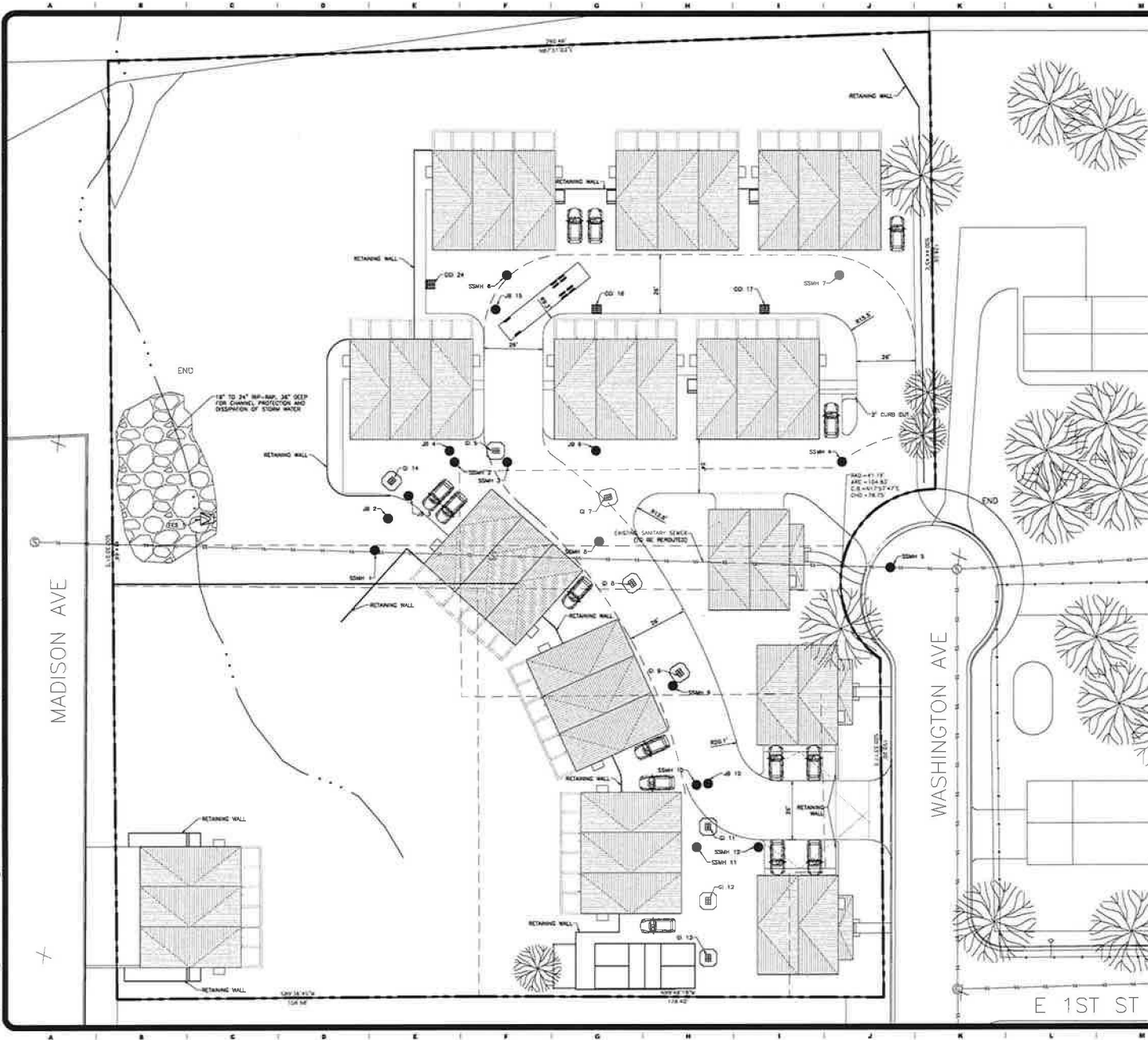
Drawn: E.C.S.  
Checked: B.G.B.  
Date: 09/20/22  
Scale: 1"=20'  
Job No: 212-111  
Sheet Name: TOPOGRAPHIC SURVEY  
TS-1



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8e

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 1/22/2012 10:11 AM



# SITE PLAN



## SITE DATA

SITE AREA: 3.33 ACRES±  
 TOTAL AREA: 3.33 ACRES±  
 LAND USE: RESIDENTIAL  
 ZONING CLASSIFICATION: R-1B  
 (SINGLE-FAMILY RESIDENCE DISTRICT)  
 LOCAL JURISDICTION: CITY OF WASHINGTON, MISSOURI

SITE PLAN LEGEND		
DESCRIPTION	PROPOSED	EXISTING
AERIAL ELECTRIC	-AC-	-AC-
UTILITY POLE	+	+
GRASS PLOT	JP	JP
SANITARY MANHOLE	SMH	SMH
SOCK MAN	SM	SM
JUNCTION BOX	JB	JB
FLARED END SECTION	ES	ES
CLEAROUT	+	+
GRADES INLET	GI	GI
GRADES CURB INLET	GC	GC
GRADE WALL	GW	GW
CHAINLINK FENCE	CF	CF
SWIMMING FENCE	WF	WF
WATER VALVE	WV	WV
FIRE HYDRANT	FH	FH
CASEMENT	CA	CA
PROPERTY LINE	PL	PL

STRUCTURE ABBREVIATION LEGEND	
ABBREVIATION	DESCRIPTION
SHD	SHED-INNE INLET
GD	CURB GRADES INLET
FES	FLARED END SECTION
GI	GRADES INLET
JB	JUNCTION BOX
SMH	SANITARY MANHOLE

REVISIONS	
1	Issue
2	Issue
3	Issue
4	Issue
5	Issue

These working drawings are for the  
 use of the contractor and are not to be  
 used for any other purpose without the  
 written consent of the engineer.

The contractor shall verify and implement all  
 the required Federal Occupational Safety and  
 Health Administration (OSHA) and/or OSHA  
 approved safety-plan regulatory instructions for  
 the type of construction required by these plans.

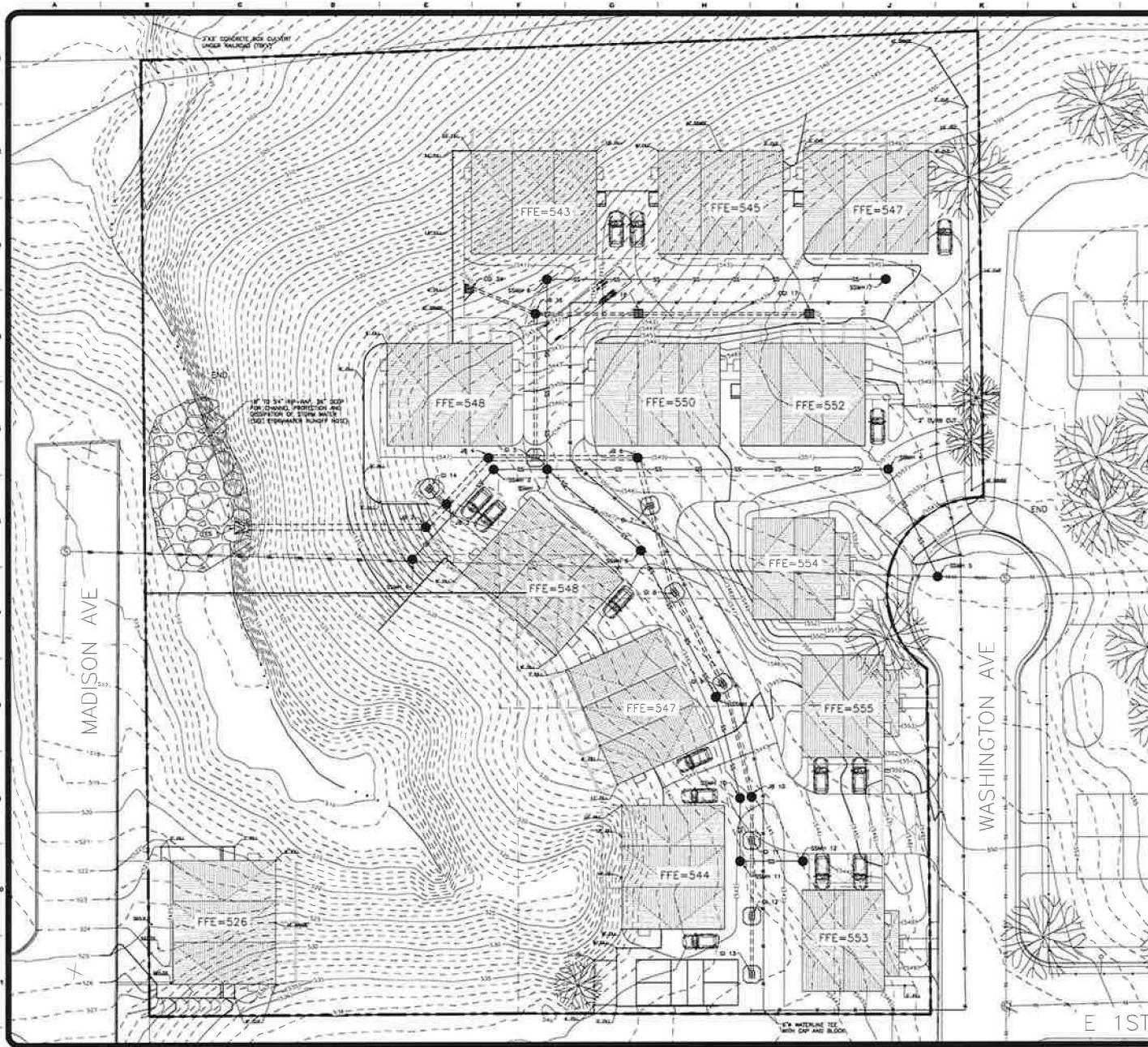
BFA  
 CONSULTING ENGINEERS & ARCHITECTS  
 www.bfainc.com  
 1111 N. GARDEN AVENUE  
 SUITE 200  
 WASHINGTON, MISSOURI 63090

**PRELIMINARY DRAWING**  
 FOR REVIEW PURPOSES ONLY  
 NOT TO BE USED FOR CONSTRUCTION

Washington Avenue Property  
 City of Washington, Franklin County  
 Missouri 63090

DRAWN BY: JLD  
 CHECKED BY: JLD  
 DATE: 02/22/12  
 SCALE: 1" = 20'  
 JOB NO: 1142-111  
 SHEET NAME: SITE PLAN  
 SP-1

8c



# GRADING PLAN



SITE DATA	
SITE AREA	3.33 ACRES±
TOTAL AREA	3.33 ACRES±
LAND USE: RESIDENTIAL	
ZONING CLASSIFICATION: R-1B (SINGLE-FAMILY RESIDENCE DISTRICT)	
LOCAL JURISDICTION: CITY OF WASHINGTON, MISSOURI	

UTILITY PLAN LEGEND		
SYMBOL	DESCRIPTION	NOTES
AC	AIRIAL ELECTRIC	AC
UC	UNDERGROUND ELECTRIC	UC
U	UTILITY POLE	U
G	GAS LINE	G
GP	GUARD POLE	GP
SS	SANITARY SEWER	SS
SM	SANITARY MANHOLE	SM
SSW	STORM SEWER	SSW
SB	GATCH BASIN	SB
J	JUNCTION BOX	J
FE	FLARED END SECTION	FE
C	CLEANOUT	C
GI	GRADED INLET	GI
GN	GRADE NAIL	GN
CF	CHAIN LINK FENCE	CF
WL	WATERLINE	WL
WV	WATER VALVE	WV
FH	FIRE HYDRANT	FH
CE	CEMENT	CE

STRUCTURE ABBREVIATION LEGEND	
ABBREVIATION	DESCRIPTION
BI	BEL-HOME INLET
CG	CURB GRADED INLET
FE	FLARED END SECTION
GI	GRADED INLET
J	JUNCTION BOX
SM	SANITARY MANHOLE

**STORMWATER RUNOFF NOTE:**  
 GIVEN THE PROXIMITY OF THE PROPOSED SITE DEVELOPMENT TO THE MISSOURI RIVER, ON FIRST RAINFALL-LOADED PRECIPITATION, THE CITY HAS ALLOWED THE DIRECT CONVEYANCE OF THE STORMWATER RUNOFF FROM THIS SITE TO BE DISCHARGED WITHOUT DETENTION. THE NATIONAL FOR DIRECT RELEASE IS TO DISCHARGE THE STORMWATER FROM THIS SITE PRIOR TO UPSTREAM FLOODS REACHING THE SITE DISCHARGE POINT. THIS REDUCES THE OVERALL COMBINED AMOUNT OF FLOOD DISCHARGE WITHIN THE WATERSHED. AS SUCH, WE PROPOSE TO DIRECT DISCHARGE THE STORMWATER FROM THE SITE TO THE TRIBUTARY ON THE WESTERN PORTION OF THE SITE. WE PROPOSE TO PLACE RIP-RAP TO REGULATE THE ENERGY OF THE STORMWATER FLOW FROM DISCHARGE PIPES AND ALSO TO PROVIDE CHANNEL PROTECTION ALONG THE TRIBUTARY IN THE VICINITY OF THE PROPOSED STORM SEWER RELEASE POINT.

REVISIONS	
1	DATE
2	DATE
3	DATE
4	DATE
5	DATE

11400 - THE BENTLEY WAY  
 TECHNOLOGICAL CENTER, SUITE 100  
**BFA**  
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 1835 GUY EMMET  
 WASHINGTON, MISSOURI 63103

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 NOT TO BE USED FOR CONSTRUCTION

Washington Avenue Property  
 City of Washington, Franklin County  
 Missouri 63090

DRAWN: J.C.S. / E.S.  
 CHECKED: R.C.B.  
 DATE: 09/25/23  
 SCALE: 1"=20'  
 JOB NO: 2412-111  
 SHEET NAME: GRADING PLAN  
 GP-1

P:\Projects\2412-111 - Wash. Ave. Prop. at Bottom Plaza\2412-111 Plan Sheets\2412-111 Grading Plan.dwg  
 11/2/2023 10:38 AM

Exhibit C

# THE BLUFFS AT BASSORA PLACE

'A PLANNED UNIT DEVELOPMENT'

BEING A RESUBDIVISION OF LOTS 1-20, BLOCK 1 OF O.T. BASSORA, PART OF VACATED WASHINGTON AVE, PART OF VACATED MISSOURI AVE. AND PART OF VACATED 1ST ST. IN PART OF SECTION 23, TOWNSHIP 44 NORTH, RANGE 1 WEST OF THE 5TH P.M., CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI

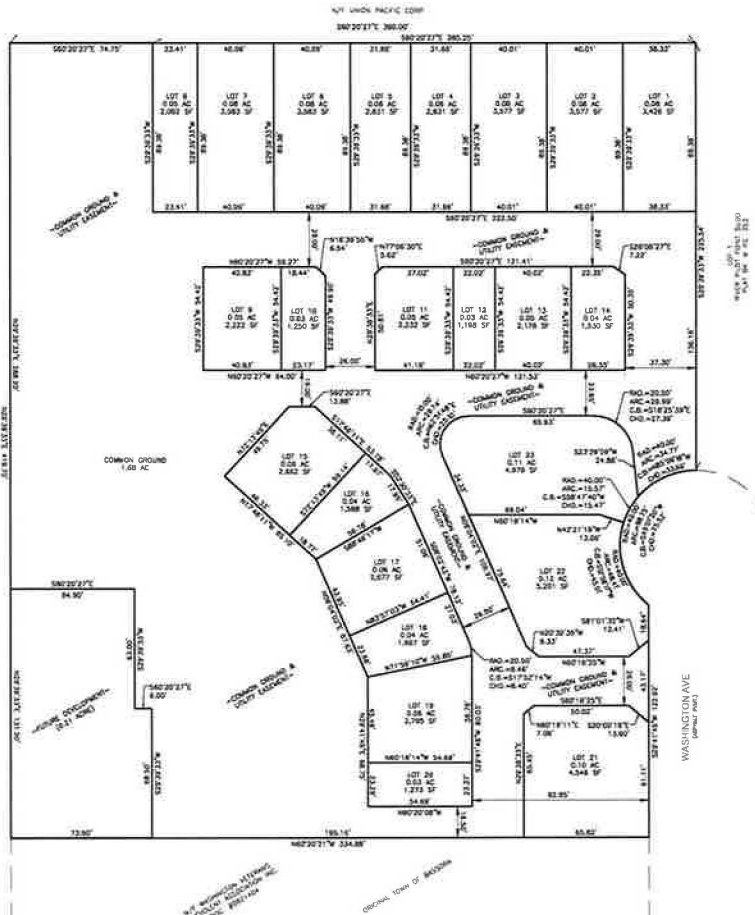


**NOTES:**

1. North derived from bearings referenced to grid North of the Missouri Coordinate System 1983, Eastern Zone per GPS observations utilizing the MODOT VRS RTK Network
2. See current title policy prepared at time of this
3. 5/8" iron rods to be set at all lot corners per Missouri Statutes
4. This site is zoned PDR Planned Residential, as per City of Washington, MO, Zoning Ordinance No. 22-13685
5. Setbacks:  
Front: none  
Side: none  
Rear: none
6. M = Measured  
R = Recorded as per Original Town of Bassora

**DESCRIPTION:**

A tract of land being part of Section 23, Township 44 North, Range 1 West of the 5th P.M., City of Washington, Franklin County, Missouri described as set:  
 -Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 16, 17, 18, 19, 20 in Block 1 of the Town of Bassora, now a part of the City of Washington, as per plat of record in Plat Book A, Page 19, in the Office of the Recorder of Deeds.  
 -That part of Washington Avenue vacated by the City of Washington, Missouri, in Ordinance No. 4833 recorded in Book 323, Page 490, in the Office of the Recorder of Deeds of the County of Franklin, State of Missouri, adjacent to Tract 1 and Tract 3 describe herein.  
 -That part of Missouri Avenue vacated by the City of Washington, Missouri, in Ordinance No. 4822 recorded in Book 325, Page 884 in the Office of the Recorder of Deeds of the County of Franklin, State of Missouri, adjacent to Tract 1 and Tract 2 describe herein.  
 -That part of First Street vacated by the City of Washington, Missouri, between Jefferson Avenue (now Missouri Avenue) and Washington Avenue adjacent to Lots 16, 17, 18, 19 & 20 in Block 1 of the Town of Bassora, now a part of the City of Washington, as per plat of record in Plat Book A, Page 19, in the Office of the Recorder of Deeds.  
 -Lots 11, 12, 13, 14, and 15 in Block 1 of the Town of Bassora, now a part of the City of Washington, as per plat of record in Plat Book A, Page 19 in the Office of the Recorder of Deeds.



**OWNER CERTIFICATE:**

I, the undersigned, Florin Boicu, Managing Member of BDF Developments, LLC, Managing Member of a tract of land described in the foregoing Surveyor's Certificate and as shown hereon, have caused the same to be surveyed and subdivided in the manner shown on this plat.

The subdivision shall hereafter be known as 'THE BLUFFS AT BASSORA PLACE'.

The Common Ground as shown hereon is hereby granted to the City of Washington, AT&T, Southwestern Bell, Missouri Natural Gas, Charter Communications, Ameren UE, various other utilities and the various lot owners of said subdivision and their successors and assigns for utility purposes and a right of temporary usage of adjacent ground not occupied by improvements for the excavation reasonably necessary during installation, repair, or replacement of said underground utilities.

The Common Ground as shown hereon is hereby dedicated to the owners of Lots 1 through 23 (inclusive) in the Bluffs at Bassora Place. It shall be maintained by the owners of said Lots, no city maintenance will be provided. The owners of said Lots are hereby granted the non-exclusive right of ingress and egress over the Common Ground as shown hereon. The Developer reserves the right to modify said Common Ground as shown hereon.

IN WITNESS WHEREOF, said Florin Boicu, Managing Member of BDF Developments, LLC have caused these presents to be signed by its Managing Member

this \_\_\_\_\_ day of \_\_\_\_\_, 2023

Florin Boicu, Managing Member  
BDF Developments, LLC

**NOTARY CERTIFICATE:**

STATE OF MISSOURI  
COUNTY OF FRANKLIN

On this \_\_\_\_\_ day of \_\_\_\_\_, 2023, before me personally appeared Florin Boicu, to me known to be the Managing Member of BDF Developments, LLC, who being by me duly sworn, did say that he is the Managing Member of said limited liability company, owner of a tract of land described in the foregoing Surveyor's Certificate and that he acknowledged said instrument to be the free act and deed of said company.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal of my office in the City of \_\_\_\_\_, Franklin County, Missouri, the day and year first above written.

\_\_\_\_\_  
My Commission Expires \_\_\_\_\_

**CITY CLERK'S CERTIFICATE:**

I, Sherri Kirkamp, City Clerk for and within the City of Washington, Missouri, do hereby certify that the above plat of The Bluffs at Bassora Place, was approved by the City Council of Washington, Missouri by

Ordinance No. \_\_\_\_\_ passed and approved the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Sherri Kirkamp, City Clerk  
City of Washington, Missouri

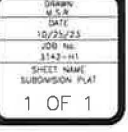
STATE OF MISSOURI (SS)  
COUNTY OF FRANKLIN

This is to certify to Florin Boicu, that we have during the month of October, 2023, executed a survey and subdivision plat of a tract of land being Lots 1-10 and 16-20 (inclusive), Block 1 of the Original Town of Bassora, part of vacated Washington Avenue, part of vacated Missouri Avenue and vacated First Street, in part of Section 23, Township 44 North, Range 1 West of the 5th P.M., in the City of Washington, Franklin County, Missouri to the best of my knowledge and belief, this map or plat and the survey on which it is based were made in accordance with the current "Minimum Standards for Property Boundary Surveys" of the Missouri Department of Natural Resources, Division of Land Survey and meets the accuracy requirement of an "Urban Property" as defined therein.

10/25/2023 10:52:23 AM  
www.dlaring.com  
BFA  
CONSULTING ENGINEERS/SURVEYORS  
www.dlaring.com  
188 ELM STREET  
MADISON, MISSOURI 65201

THE BLUFFS AT BASSORA PLACE  
'A PLANNED UNIT DEVELOPMENT'  
BEING A RESUBDIVISION OF LOTS 1-20, BLOCK 1 OF O.T. BASSORA, PART OF VACATED WASHINGTON AVE, PART OF VACATED MISSOURI AVE. AND PART OF VACATED 1ST ST. IN PART OF SECTION 23, TOWNSHIP 44 NORTH, RANGE 1 WEST OF THE 5TH P.M., CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI

DATE: 10/25/23  
DATE: 10/25/23  
JOB NO: 1142-111  
SHEET NAME: SUBDIVISION PLAT  
1 OF 1





October 31, 2023

Mayor & City Council  
City of Washington  
Washington, MO 63090

**RE: File No. 22-1001-Washington Avenue-Planned Development Residential**

Mayor & City Council,

On your agenda for November 6, 2023 is an ordinance approving the final development plan (final plat) for the Bluff's at Bassora Place. City Council approved the preliminary development plan in December of 2022. Since that approval, final improvement plans were completed and submitted to the engineering department and grading permits have been issued. City Code requires a final development plan to be submitted and approved within 2 years of the preliminary development plan and prior to any building permits being issued. The final development plan has not significantly changed from the preliminary plan and staff recommends approval of this plat to allow building permits to be submitted.

Attached is the final development plan as well as final plat.

Sincerely,

A handwritten signature in blue ink that reads "Sal Maniaci".

Sal Maniaci

Community and Economic Development Director



**CITY OF WASHINGTON  
CITY SALES TAX SUMMARY**

**1% GENERAL SALES TAX**

<b>Previous Years 1970-2000 Total:</b>		<b>\$ 36,121,362.69</b>			
2000-2001	\$ 2,614,947.25	2010-2011	\$ 3,613,372.27	2020-2021	\$ 5,138,337.05
2001-2002	2,665,810.02	2011-2012	3,698,652.72	2021-2022	5,475,936.43
2002-2003	2,875,714.84	2012-2013	3,760,065.80	2022-2023	5,586,805.95
2003-2004	3,155,590.86	2013-2014	3,912,118.45	2023-2024	451,517.96
2004-2005	3,187,693.12	2014-2015	4,204,694.99		
2005-2006	3,345,292.87	2015-2016	4,397,905.50		
2006-2007	3,445,234.45	2016-2017	4,354,507.85		
2007-2008	3,773,268.98	2017-2018	4,703,065.67		
2008-2009	3,556,222.39	2018-2019	4,612,283.40		
2009-2010	3,497,829.39	2019-2020	4,787,670.81		
<b>TOTAL COLLECTIONS TO DATE:</b>				<b>\$ 126,935,901.71</b>	

MONTH	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Monthly % Increase/ (Decrease)
OCTOBER	\$ 341,934.38	\$ 347,786.52	\$ 387,415.44	\$ 454,143.50	\$ 404,210.90	\$ 451,517.96	11.70%
NOVEMBER	273,682.85	325,999.08	337,510.28	329,477.61	439,267.24		
DECEMBER	406,617.65	400,738.68	448,383.63	522,976.40	469,140.53		
JANUARY	428,005.85	420,055.36	430,457.12	392,285.39	515,227.78		
FEBRUARY	363,771.00	417,204.79	396,723.58	509,008.53	495,173.79		
MARCH	444,964.47	417,215.47	468,305.25	483,461.03	400,841.38		
APRIL	387,311.51	365,080.95	387,138.97	393,317.74	476,640.26		
MAY	300,584.29	358,920.74	385,747.95	342,734.14	407,267.67		
JUNE	456,577.00	401,315.24	514,849.48	536,473.31	490,570.26		
JULY	420,349.19	442,261.53	462,011.90	462,478.68	476,993.66		
AUGUST	322,712.79	372,615.14	396,711.64	546,440.92	498,392.59		
SEPTEMBER	465,772.42	518,477.31	523,081.81	503,139.18	513,079.89		
<b>TOTALS:</b>	<b>\$ 4,612,283.40</b>	<b>\$ 4,787,670.81</b>	<b>\$ 5,138,337.05</b>	<b>\$ 5,475,936.43</b>	<b>\$ 5,586,805.95</b>	<b>\$ 451,517.96</b>	

Increase (Decrease)  
Over Prior Year                      -1.93%                      3.80%                      7.32%                      6.57%                      2.02%

OVERALL PERCENTAGE GROWTH/  
(REDUCTION) FOR OCTOBER TO  
PRESENT:

**11.70%**

FISCAL YEAR END PERCENTAGE  
(POS- OCTOBER TO SEPTEMBER)  
Shown Once A Year on November Report.

## 1/2 % CAPITAL IMPROVEMENT SALES TAX

EFFECTIVE: 07-01-89

EXPIRED: 06-30-94	1989-1994	\$ 4,111,148.43
EXPIRED: 06-30-02	1994-2002	9,410,782.24
EXPIRED: 06-30-10	2002-2010	13,334,617.88
EXPIRED: 06-30-18	2010-2018	15,975,018.36
EXPIRES: 06-30-26	2018-2026	\$ 13,663,848.58

TOTAL COLLECTIONS TO DATE: \$ 56,495,415.49

MONTH	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Monthly % Increase/ (Decrease)
OCTOBER	\$ 170,966.92	\$ 173,893.15	\$ 193,707.79	\$ 227,071.73	\$ 202,105.70	\$ 225,758.59	11.70%
NOVEMBER	136,841.76	162,999.67	168,755.25	164,738.68	219,633.65		
DECEMBER	203,310.25	200,369.28	224,192.00	261,488.24	234,570.17		
JANUARY	214,002.88	210,027.68	215,228.64	196,142.72	257,613.79		
FEBRUARY	181,885.56	208,602.53	198,361.30	254,504.01	247,587.18		
MARCH	222,481.70	208,607.73	234,152.34	241,730.89	200,420.71		
APRIL	193,656.33	182,540.31	193,569.47	196,659.57	238,319.46		
MAY	150,291.55	179,460.29	192,873.68	171,366.64	203,633.58		
JUNE	228,288.80	200,657.51	257,424.63	268,236.68	245,285.14		
JULY	210,175.01	221,130.97	231,006.12	231,239.74	238,497.27		
AUGUST	161,356.40	186,307.76	198,355.48	273,220.21	249,196.84		
SEPTEMBER	232,886.54	259,238.60	261,541.37	251,569.17	256,539.82		
<b>TOTALS</b>	<b>\$ 2,306,143.70</b>	<b>\$ 2,393,835.48</b>	<b>\$ 2,569,168.07</b>	<b>\$ 2,737,968.28</b>	<b>\$ 2,793,403.31</b>	<b>\$ 225,758.59</b>	

Increase  
(Decrease) Over  
Prior Year

-1.93%                      3.80%                      7.32%                      6.57%                      2.02%

OVERALL PERCENTAGE GROWTH/  
(REDUCTION) FOR OCTOBER TO  
PRESENT:

11.70%

FISCAL YEAR END PERCENTAGE  
(POS- OCTOBER TO SEPTEMBER)  
Shown Once A Year on November  
Report.

## 1/2 % TRANSPORTATION SALES TAX

MONTH	2018-2019		2019-2020		2020-2021		2021-2022		2022-2023		2023-2024		Monthly % Increase/ (Decrease)
OCTOBER	\$	170,946.23	\$	173,893.15	\$	193,707.83	\$	227,070.97	\$	202,105.68	\$	225,758.66	11.70%
NOVEMBER		136,840.50		162,999.68		168,755.33		164,738.72		219,633.66			
DECEMBER		203,308.99		200,369.28		224,192.04		261,488.24		234,570.22			
JANUARY		214,002.88		210,027.78		215,228.70		196,142.69		257,613.79			
FEBRUARY		181,885.52		208,602.55		198,361.35		254,499.40		247,587.19			
MARCH		222,481.85		208,607.77		234,152.35		241,730.92		200,420.73			
APRIL		193,656.25		182,540.19		193,569.46		196,659.56		238,319.52			
MAY		150,291.51		179,460.32		192,873.68		171,366.53		203,633.50			
JUNE		228,288.78		200,657.52		257,424.62		268,236.76		245,285.23			
JULY		210,175.04		221,130.96		231,006.14		231,239.69		238,497.24			
AUGUST		161,355.80		186,307.86		198,355.50		273,220.19		249,196.88			
SEPTEMBER		232,886.52		259,238.63		261,541.35		251,569.36		256,539.78			
<b>TOTALS</b>	<b>\$</b>	<b>2,306,119.87</b>	<b>\$</b>	<b>2,393,835.69</b>	<b>\$</b>	<b>2,569,168.35</b>	<b>\$</b>	<b>2,737,963.03</b>	<b>\$</b>	<b>2,793,403.42</b>	<b>\$</b>	<b>225,758.66</b>	

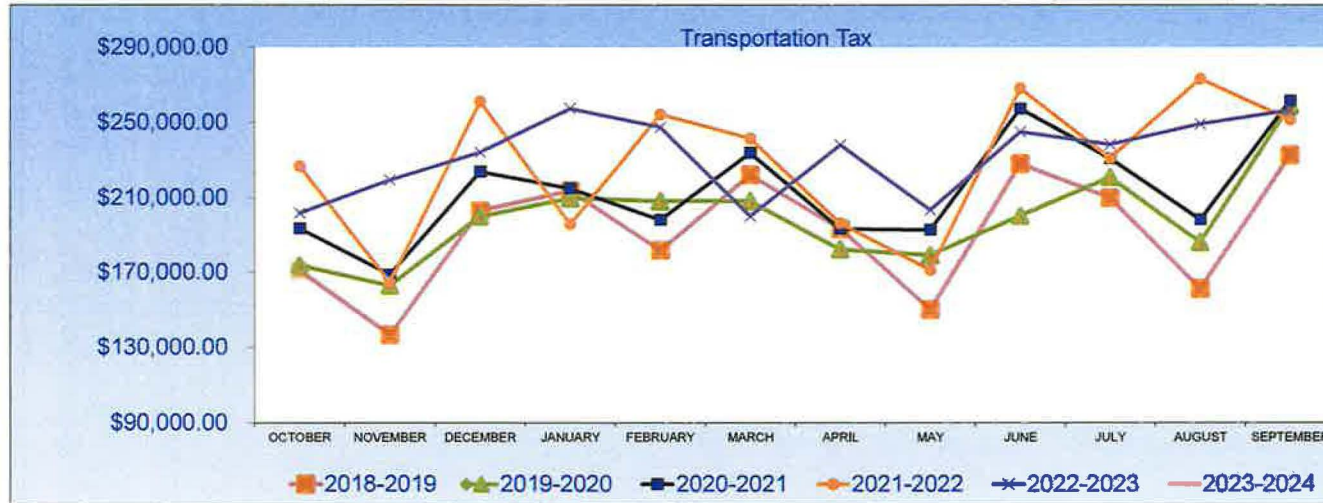
Increase (Decrease) Over Prior Year

	-1.93%	3.80%	7.32%	6.57%	2.02%
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COLLECTIONS 2005 TO PRESENT: **\$32,875,744.43**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCTOBER TO PRESENT: **11.70%**

FISCAL YEAR END PERCENTAGE (POS- OCTOBER TO SEPTEMBER)  
Shown Once A Year on November Report.



### LOCAL OPTION USE TAX

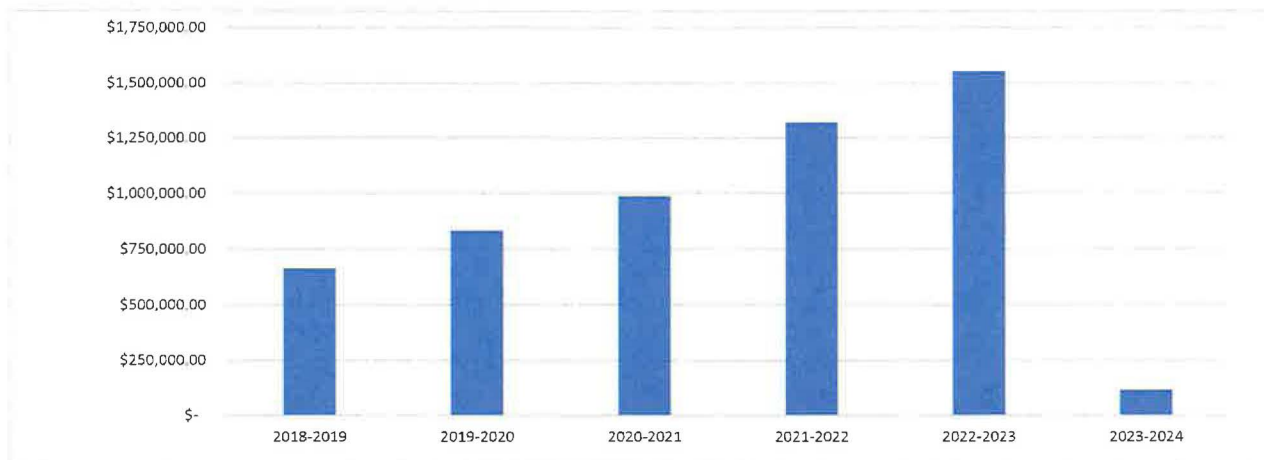
MONTH	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Monthly % Increase/ (Decrease)
OCTOBER	\$ 34,224.58	\$ 35,500.86	\$ 70,550.86	\$ 73,349.35	\$ 80,047.64	\$ 116,786.38	45.90%
NOVEMBER	48,613.78	56,442.98	77,752.19	75,696.93	134,689.97		
DECEMBER	49,662.96	53,993.39	65,391.95	81,034.55	150,460.10		
JANUARY	68,775.33	39,958.65	69,783.79	98,017.42	108,564.38		
FEBRUARY	73,271.71	63,549.19	112,976.86	102,284.34	150,469.87		
MARCH	79,877.50	81,178.43	104,092.21	99,642.15	88,685.96		
APRIL	54,168.57	51,201.38	83,105.78	117,044.07	142,947.05		
MAY	45,391.56	117,142.50	70,120.42	155,677.22	86,607.84		
JUNE	51,449.73	94,813.67	73,348.19	90,619.63	100,202.40		
JULY	42,197.49	76,691.07	63,309.11	93,190.15	155,042.94		
AUGUST	53,911.53	82,028.64	89,259.01	211,885.73	216,974.72		
SEPTEMBER	62,998.22	79,946.63	109,517.43	121,402.30	138,127.68		
<b>TOTAL</b>	<b>\$ 664,542.96</b>	<b>\$ 832,447.39</b>	<b>\$ 989,207.80</b>	<b>\$ 1,319,843.84</b>	<b>\$ 1,552,820.55</b>	<b>\$ 116,786.38</b>	

Increase  
(Decrease)  
Over Prior  
Year

5.46%      25.27%      18.83%      33.42%      17.65%

COLLECTIONS 1998 TO PRESENT: **\$ 12,677,432.14**

OVERALL PERCENTAGE  
GROWTH/(REDUCTION) FOR  
OCTOBER TO PRESENT: **45.90%**





Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 001 - GENERAL FUND</b>						
Revenue	15,593,840.00	15,629,395.00	1,040,266.21	15,890,644.99	261,249.99	1.67%
Expense	16,293,840.00	16,531,590.00	1,104,256.91	15,850,591.70	680,998.30	4.12%
<b>Fund: 001 - GENERAL FUND Surplus (Deficit):</b>	<b>-700,000.00</b>	<b>-902,195.00</b>	<b>-63,990.70</b>	<b>40,053.29</b>	<b>942,248.29</b>	<b>104.44%</b>
<b>Fund: 003 - LIBRARY FUND</b>						
Revenue	1,813,740.00	1,813,740.00	10,291.81	1,485,748.92	-327,991.08	18.08%
Expense	1,810,640.00	1,854,860.00	43,468.70	1,760,485.66	94,374.34	5.09%
<b>Fund: 003 - LIBRARY FUND Surplus (Deficit):</b>	<b>3,100.00</b>	<b>-41,120.00</b>	<b>-33,176.89</b>	<b>-274,736.74</b>	<b>-233,616.74</b>	<b>-568.13%</b>
<b>Fund: 004 - VOLUNTEER FIRE FUND</b>						
Revenue	908,110.00	908,110.00	10,175.88	1,019,461.33	111,351.33	12.26%
Expense	1,150,770.00	1,297,570.00	99,420.35	1,049,394.55	248,175.45	19.13%
<b>Fund: 004 - VOLUNTEER FIRE FUND Surplus (Deficit):</b>	<b>-242,660.00</b>	<b>-389,460.00</b>	<b>-89,244.47</b>	<b>-29,933.22</b>	<b>359,526.78</b>	<b>92.31%</b>
<b>Fund: 010 - VEHICLE &amp; EQUIPMENT REPLACEMENT FUND</b>						
Revenue	295,000.00	295,000.00	0.00	439,423.94	144,423.94	48.96%
Expense	1,049,970.00	1,166,970.00	198,807.75	729,304.56	437,665.44	37.50%
<b>Fund: 010 - VEHICLE &amp; EQUIPMENT REPLACEMENT FUND Surplus (Deficit):</b>	<b>-754,970.00</b>	<b>-871,970.00</b>	<b>-198,807.75</b>	<b>-289,880.62</b>	<b>582,089.38</b>	<b>66.76%</b>
<b>Fund: 250 - STORMWATER IMPROVEMENT FUND</b>						
Revenue	1,646,000.00	1,646,000.00	138,127.68	1,663,912.61	17,912.61	1.09%
Expense	3,365,430.00	3,745,430.00	43,565.16	1,551,369.23	2,194,060.77	58.58%
<b>Fund: 250 - STORMWATER IMPROVEMENT FUND Surplus (Deficit):</b>	<b>-1,719,430.00</b>	<b>-2,099,430.00</b>	<b>94,562.52</b>	<b>112,543.38</b>	<b>2,211,973.38</b>	<b>105.36%</b>
<b>Fund: 260 - CAPITAL IMPROVEMENT SALES TAX FUND</b>						
Revenue	4,252,320.00	4,252,320.00	236,819.42	2,675,942.01	-1,576,377.99	37.07%
Expense	4,930,000.00	5,108,700.00	211,403.91	2,724,657.35	2,384,042.65	46.67%
<b>Fund: 260 - CAPITAL IMPROVEMENT SALES TAX FUND Surplus (De</b>	<b>-677,680.00</b>	<b>-856,380.00</b>	<b>25,415.51</b>	<b>-48,715.34</b>	<b>807,664.66</b>	<b>94.31%</b>
<b>Fund: 261 - TRANSPORTATION SALES TAX FUND</b>						
Revenue	5,082,590.00	5,082,590.00	253,301.46	4,036,765.90	-1,045,824.10	20.58%
Expense	8,016,140.00	9,323,230.00	496,320.75	5,745,592.90	3,577,637.10	38.37%
<b>Fund: 261 - TRANSPORTATION SALES TAX FUND Surplus (Deficit):</b>	<b>-2,933,550.00</b>	<b>-4,240,640.00</b>	<b>-243,019.29</b>	<b>-1,708,827.00</b>	<b>2,531,813.00</b>	<b>59.70%</b>
<b>Fund: 265 - COP FUND</b>						
Revenue	1,905,400.00	1,905,400.00	0.00	2,012,606.56	107,206.56	5.63%
Expense	2,105,000.00	2,105,000.00	0.00	2,486,834.88	-381,834.88	-18.14%
<b>Fund: 265 - COP FUND Surplus (Deficit):</b>	<b>-199,600.00</b>	<b>-199,600.00</b>	<b>0.00</b>	<b>-474,228.32</b>	<b>-274,628.32</b>	<b>-137.59%</b>
<b>Fund: 272 - DOWNTOWN TIF RPA-1</b>						
Revenue	330,800.00	330,800.00	5,053.07	386,050.85	55,250.85	16.70%
Expense	412,750.00	412,750.00	-2,123.00	134,865.39	277,884.61	67.33%
<b>Fund: 272 - DOWNTOWN TIF RPA-1 Surplus (Deficit):</b>	<b>-81,950.00</b>	<b>-81,950.00</b>	<b>7,176.07</b>	<b>251,185.46</b>	<b>333,135.46</b>	<b>406.51%</b>
<b>Fund: 274 - RHINE RIVER TIF RPA-2</b>						
Revenue	148,500.00	148,500.00	6.72	135,916.00	-12,584.00	8.47%
Expense	148,500.00	148,500.00	0.00	134,766.77	13,733.23	9.25%
<b>Fund: 274 - RHINE RIVER TIF RPA-2 Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>6.72</b>	<b>1,149.23</b>	<b>1,149.23</b>	<b>0.00%</b>
<b>Fund: 400 - WATER FUND</b>						
Revenue	2,065,910.00	2,065,910.00	214,160.88	2,246,399.19	180,489.19	8.74%
Expense	3,482,520.00	3,515,420.00	202,907.12	3,004,848.68	510,571.32	14.52%
<b>Fund: 400 - WATER FUND Surplus (Deficit):</b>	<b>-1,416,610.00</b>	<b>-1,449,510.00</b>	<b>11,253.76</b>	<b>-758,449.49</b>	<b>691,060.51</b>	<b>47.68%</b>
<b>Fund: 410 - SEWAGE TREATMENT FUND</b>						
Revenue	2,898,000.00	2,898,000.00	236,586.73	2,870,277.08	-27,722.92	0.96%
Expense	5,356,710.00	5,360,150.00	212,546.51	3,299,886.02	2,060,263.98	38.44%
<b>Fund: 410 - SEWAGE TREATMENT FUND Surplus (Deficit):</b>	<b>-2,458,710.00</b>	<b>-2,462,150.00</b>	<b>24,040.22</b>	<b>-429,608.94</b>	<b>2,032,541.06</b>	<b>82.55%</b>

**Budget Report**

**For Fiscal: 2022-2023 Period Ending: 09/30/2023**

<b>Account Type</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>Period Activity</b>	<b>Fiscal Activity</b>	<b>Variance Favorable (Unfavorable)</b>	<b>Percent Remaining</b>
<b>Fund: 420 - SOLID WASTE FUND</b>						
Revenue	2,493,900.00	2,493,900.00	241,954.52	2,907,410.68	413,510.68	16.58%
Expense	3,293,650.00	3,410,650.00	232,254.21	2,955,731.87	454,918.13	13.34%
<b>Fund: 420 - SOLID WASTE FUND Surplus (Deficit):</b>	<b>-799,750.00</b>	<b>-916,750.00</b>	<b>9,700.31</b>	<b>-48,321.19</b>	<b>868,428.81</b>	<b>94.73%</b>
<b>Report Surplus (Deficit):</b>	<b>-11,981,810.00</b>	<b>-14,511,155.00</b>	<b>-456,083.99</b>	<b>-3,657,769.50</b>	<b>10,853,385.50</b>	<b>74.79%</b>

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
001 - GENERAL FUND	-700,000.00	-902,195.00	-63,990.70	40,053.29	942,248.29
003 - LIBRARY FUND	3,100.00	-41,120.00	-33,176.89	-274,736.74	-233,616.74
004 - VOLUNTEER FIRE FUND	-242,660.00	-389,460.00	-89,244.47	-29,933.22	359,526.78
010 - VEHICLE & EQUIPMENT REP	-754,970.00	-871,970.00	-198,807.75	-289,880.62	582,089.38
250 - STORMWATER IMPROVEME	-1,719,430.00	-2,099,430.00	94,562.52	112,543.38	2,211,973.38
260 - CAPITAL IMPROVEMENT SAI	-677,680.00	-856,380.00	25,415.51	-48,715.34	807,664.66
261 - TRANSPORTATION SALES TA	-2,933,550.00	-4,240,640.00	-243,019.29	-1,708,827.00	2,531,813.00
265 - COP FUND	-199,600.00	-199,600.00	0.00	-474,228.32	-274,628.32
272 - DOWNTOWN TIF RPA-1	-81,950.00	-81,950.00	7,176.07	251,185.46	333,135.46
274 - RHINE RIVER TIF RPA-2	0.00	0.00	6.72	1,149.23	1,149.23
400 - WATER FUND	-1,416,610.00	-1,449,510.00	11,253.76	-758,449.49	691,060.51
410 - SEWAGE TREATMENT FUND	-2,458,710.00	-2,462,150.00	24,040.22	-429,608.94	2,032,541.06
420 - SOLID WASTE FUND	-799,750.00	-916,750.00	9,700.31	-48,321.19	868,428.81
<b>Report Surplus (Deficit):</b>	<b>-11,981,810.00</b>	<b>-14,511,155.00</b>	<b>-456,083.99</b>	<b>-3,657,769.50</b>	<b>10,853,385.50</b>

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# CURBSIDE LEAF PICK UP

**The City of Washington will conduct its Leaf Pick Up in two rounds.**

*1<sup>st</sup> Round: November 6<sup>th</sup>  
2<sup>nd</sup> Round: November 27<sup>th</sup>*

The City will work from the east side of town and proceed west until complete.

Please follow the below guidelines...

-  Residents are asked to rake their leaves to the curb, but not place them in the streets, gutters or on sidewalks.
-  Please keep vehicles away from leaf piles to ensure the leaves are accessible for pickup.
-  If leaves are not out by the final pickup round on November 27<sup>th</sup>, the City will not return to collect them.

**Reminder:** You may also bring your leaves to the Recycle Center, located at 400 Recycle Drive, if you miss the curbside pickup.

Sunday & Monday: CLOSED

Tuesday - Thursday: 10am to 6pm

Friday & Saturday: 8am to 4pm

*Questions?*  
Call **636.390.1032**



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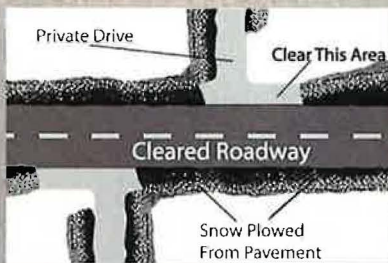


# WINTER SNOW REMOVAL

## Winter Storm Tips

The City of Washington strives for quick and safe snow removal from the city streets in minimal time. Streets are managed by giving priority to providing access for emergency vehicles in the following order: Major thoroughfares and collector streets, minor collector streets and longer residential streets, shorter residential streets and cul de sacs. After completion, the crews will work to "widen out" and clear all streets.

## How can I help?



- ❄ Always shovel to the right side rather than into the street.
- ❄ Try to shovel beyond the curb. Clear an area 2 feet past the end of your driveway.
- ❄ Shovel an area 2x15 up the street from your driveway (direction plow truck will be coming from).
- ❄ Keep your mailbox clear to ensure mail delivery. City crews must keep a few feet away from the mailboxes to avoid damaging them.
- ❄ Start clearing snow early! Fresh snow weighs less than old snow that compacts and becomes wet and difficult to shovel.

*Ice & snow... take it slow!*

## Driving

Avoid unnecessary driving and stay off the roadways whenever possible during winter storms. Please do not try to pass Snowplows. Stay back. Stay Safe. Give the plows room to work. Remember to clean off your car and headlights.

## Parking

Please park in your driveway during winter storms. Plows need to avoid parked vehicles, which can result in piles of snow on the roadway. Never park in front of your driveway, as this can result in your vehicle being blocked in by the snow plows.

*Questions?*

**Call 636.390.1032**



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