

**CITY OF TWIN OAKS  
BOARD OF ALDERMEN MEETING  
VALLEY PARK FIRE PROTECTION DISTRICT STATION #2  
47 CRESCENT AVE.  
WEDNESDAY, MARCH 1, 2023, 7:00 p.m.**

*All attendees at the meeting are welcome to take part in a tour of Valley Park Fire Protection District Station #2, which will commence following the meeting adjournment at approximately 8 p.m.*

**Tentative Agenda**

- 1) REGULAR MEETING CALLED TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) APPROVAL OF CONSENT AGENDA
  - a) Board of Aldermen Regular Meeting Minutes from February 15, 2023
  - b) Board of Aldermen Work Session Meeting Minutes from February 15, 2023
  - c) Board of Aldermen Closed Session Minutes from February 15, 2023
  - d) Bills List from February 11 to February 24, 2023
- 6) REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
  - a) Police Report — Officer John Wehner
- 7) CITIZEN COMMENTS
- 8) NEW BUSINESS
  - a) Bill No. 23-03: AN ORDINANCE REVISING THE ANNUAL OPERATING BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2023
  - b) Bill No. 23-04: AN ORDINANCE AMENDING CHAPTERS 135, 155, AND 215 OF THE TWIN OAKS MUNICIPAL CODE AND ADOPTING A NEW CHAPTER 216 THERETO, ALL RELATING TO MAINTENANCE OF TREES AND OTHER ITEMS IN THE RIGHT-OF-WAY
- 9) DISCUSSION ITEMS
  - a) Signage for Town Hall, Light Poles and Intersection Planters
- 10) ATTORNEY’S REPORT
- 11) CITY CLERK’S REPORT

12) MAYOR AND ALDERMEN COMMENTS

13) FINAL CITIZEN COMMENTS

(Remarks shall be limited to three (3) minutes on any one subject unless time is extended by the Board)

14) ADJOURNMENT

Frank Johnson  
City Clerk/Administrator

POSTED: February 27, 2023, 10:00 a.m.

**Please note:** Any person requiring physical or verbal accommodations should contact the city office 12 hours prior to meeting at 636-225-7873. Copies of public records for this agenda are available for public inspection before and at the time of the meeting.

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF ALDERMEN OF TWIN OAKS,  
TWIN OAKS TOWN HALL  
ST. LOUIS COUNTY, MISSOURI  
WEDNESDAY, FEBRUARY 15, 2023**

Mayor Fortune called the meeting of the Twin Oaks Board of Aldermen to order at 7:04 p.m.  
Roll Call was taken:

Mayor: Russ Fortune – yea

Aldermen: April Milne – yea Lisa Eisenhauer – yea  
Dennis Whitmore – yea Tim Stoeckl – yea

Also Present: Frank Johnson, City Clerk/Administrator  
Paul Rost, City Attorney  
Jeff Blume, City Accountant via Zoom

Permanent records are kept of all minutes and ordinances. Each ordinance is read a minimum of two times by title, unless otherwise noted.

**APPROVAL OF THE AGENDA**

Mayor Russ Fortune asked if there were any additions or changes to the Agenda. With no changes, Mayor Fortune asked for a motion to approve the agenda. Alderman Tim Stoeckl motioned to approve the agenda, seconded by Alderman Lisa Eisenhauer. The motion passed on a unanimous voice vote.

**APPROVAL OF THE CONSENT AGENDA**

Mayor Fortune asked for a motion to approve the Consent Agenda consisting of Regular Meeting Minutes from February 1, 2023; Work Session Minutes from February 1, 2023; Closed Session Minutes from February 1, 2023; Bills list from January 28 to February 10, 2023; and Credit Card List from January 1 to January 31, 2023. Alderman Eisenhauer motioned to approve the consent agenda, seconded by Alderman Dennis Whitmore. The motion passed by a unanimous voice vote.

**REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS**

**Financial Statements:** Financial Consultant, Jeff Blume reviewed the Twin Oaks financial statements for January 2023. The City balance sheet is running strong with \$1.6 million in the City's bank accounts due to the strong revenues from Schnucks and Aldi's. For the first month of the year, expenses are tracking in line with the City's budget and the City's net revenue remains positive.

**Budget Transmittal Letter:** Mr. Blume submitted a draft of the budget letter to the Board. This Annual Statement is submitted with the Twin Oaks budget as a narrative summary of the City's revenues and expenditures. Mr. Blume asked the Board to review the transmittal letter for the 2023 budget to assure that it reflects the intentions of the Board.

**Park Committee:** Chairman Joe Krewson provided several updates to the Board from the Park Committee's February meeting. He stated that there will be an additional picnic area created at the end of Hartzog Lane. Maintenance Supervisor John Williams has begun to restore donated picnic tables to be placed in this area.

Mr. Krewson stated that the recent Chili/Bingo Event raised \$454.00 for Circle of Concern. Next year, the Park Committee plans to include more information on this event being a fundraiser for Circle of Concern. The Park Committee discussed adding additional games to fill the time in between Bingo games to keep the evening from slowing down and agreed that the student volunteers from the Valley Park High School were a big hit with the attendees. The Park Committee's next event will be the Easter Egg Hunt, scheduled for 10 a.m. on Saturday, April 8. Mr. Krewson added that the egg stuffing is scheduled for Saturday, March 25, and volunteers are welcome.

Mr. Krewson also stated that the Park Committee has made some progress in potentially hosting a movie night. They have identified a company that rents and entire package for movies in the park. The cost would be around \$600 and that includes the set up and tear down. The Park Committee is looking at hosting this event on a fall evening but no date has been set at this time.

Lastly, Mr. Krewson reported that the Park Committee is looking to add additional attractions for Family Fun Day. Alderman Eisenhauer suggested that the Park Committee consider using art students from the Valley Park School District to do the face painting for this event.

### **CITIZEN COMMENTS**

There were no citizen comments.

### **NEW BUSINESS**

**Bill No. 23-01: An Ordinance Amending Article XI, Offenses Concerning Drugs, of Chapter 210, Offenses, Relating to Marijuana in Compliance with Amendment 3 to the Missouri Constitution.** City Clerk/Administrator Frank Johnson read the Bill. City Attorney Paul Rost explained that this Bill broadens the smoking ban in public places to include marijuana and increases the ban to include the entirety of Twin Oaks Park. City/Clerk Administrator Johnson read the bill for a second time, Mayor Fortune asked if there were any further questions regarding Bill No. 23-01. Alderman Whitmore motioned to approve Bill No. 23-01, seconded by Alderman April Milne. The motion passed on a roll call vote as follows: Alderman Milne-yea, Alderman Whitmore-yea, Alderman Eisenhauer-yea, and Alderman Stoeckl-yea. Mayor Fortune stated that Bill No. 23-01 being duly passed; becomes Ordinance No. 23-01.

**Bill No. 23-02: An Ordinance Amending Article II, Offenses against the Person, of Chapter 210, Offenses, Relating to Violations of Ex Parte Orders.** City Clerk/Administrator Johnson read the bill. Mayor Fortune asked if there were any questions regarding Bill No. 20-02, there being no questions Mayor Fortune had City Clerk/Administrator Johnson read the bill a second time. Alderman Eisenhower motioned to approve Bill No. 23-02, seconded by Alderman Whitmore. The motion passed on a roll call vote as follows: Alderman Milne-yea, Alderman Whitmore-yea, Alderman Eisenhower-yea, and Alderman Stoeckl-yea. Mayor Fortune stated that Bill No. 23-02 being duly passed; becomes Ordinance No. 23-02.

**Resolution No. 2023-03: A Resolution of the Twin Oaks Board of Aldermen Approving an Agreement with Gamma Tree Service Company for the Removal of Dead oak Trees in Twin Oaks Park.** City Clerk/Administrator Johnson read the resolution. The city had received bids for tree removal of four dead trees surrounding the basketball court and Gamma Tree Service offered the most reasonable bid. Mayor Fortune asked if there were any questions regarding Resolution No. 2023-03. Alderman Whitmore motioned to approve Resolution No. 2023-03, seconded by Alderman Stoeckl, and the motion passed by a unanimous voice vote.

**Resolution No. 2023-04: A Resolution Selecting SCE, Inc. for the 2023 Twin Oaks Park Lake Pedestrian Bridge Replacement Project and Authorizing the Negotiation of an Agreement for Service Related Thereto.** City Clerk/ Administrator Johnson read the resolution. The City received two RFQ for the Park Bridge Replacement. The Board reviewed both of the submissions. Discussion ensued regarding design and timeline. City Clerk/Administrator Johnson was instructed to invite SEC to a Park and Board meeting to answer questions and submit various design options. Mayor Fortune asked if there were any further questions regarding Resolution No. 2023-04. Alderman Whitmore motioned to approve Resolution No. 2023-04, seconded by Alderman Milne, and the motion passed by unanimous voice vote.

### **DISCUSSION ITEMS**

**CPR Training Session:** Alderman Whitmore spoke about the interest that has been generated regarding CPR training due to the incident with football player Damar Hamlin. Alderman Whitmore asked the Board if the City would offer a class for interested residents in the Community Room. Following a discussion, City Clerk/Administrator Johnson was instructed to speak with the Valley Park Fire Department to ask if they will host a class and their availability.

**Valley Park Trash Incinerator:** Mayor Fortune and Alderman Whitmore attended a meeting at Valley Park City Hall that was to include a discussion about building an incinerator. Due to the number of concerned citizens that arrived the discussion was postponed. Valley Park will revisit this proposal at a future date in a space that can accommodate everyone that is interested. This postponement can be anywhere from six weeks to six months.

### **ATTORNEY'S REPORT**

There was no Attorney report at this time.

## **CITY CLERK'S REPORT**

City Clerk/Administrator Johnson referred the Board to his written report and provided a summary of its contents.

## **MAYOR & ALDERMEN COMMENTS**

Mayor Fortune updated the Board on the Lafayette Area Mayors Organization (LAMO). Twin Oaks hosted the LAMO luncheon on February 10 at 1356 Public House. LAMO include Mayor's and Administrators from municipalities located west of Interstate 270. The organization allows for municipalities to share ideas and challenges and to speak with a stronger voice within the region and state. The luncheon invited State legislators to the luncheon and seven representatives were in attendance.

The March 1, 2023 Board of Alderman Meeting will be held at the Valley Park Fire House. Mayor Fortune will be in touch with Chief Polk to confirm the arrangements and will have City Clerk/Administrator Johnson send out information to the community. A tour of the new Fire House will follow the regular meeting. This meeting will not be live streamed.

Alderman Whitmore reported on light outages on the Schnucks and Aldi parking lots. He mentioned that there is a pothole on Boly Lane and Big Bend that needs additional asphalt. Alderman Stoeckl thanked Officer Wehner for his assistance when his car broke down.

## **FINAL CITIZEN COMMENTS**

There were no final citizen comments.

## **CLOSED SESSION**

Mayor Fortune asked the Board to move into closed session pursuant to Chapter 610 RSMo for the purpose of dealing with matters relating to the following: legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its Attorneys (610.021(1) RSMo.). Alderman Whitmore motioned to move into closed session, seconded by Alderman Eisenhauer. The motion passed on a roll call vote as follows: Alderman Milne-yea, Alderman Whitmore-yea, Alderman Stoeckl-yea and Alderman Eisenhauer-yea. The Board moved into Closed Session at 8:00 pm.

## **ADJOURNMENT**

The Board returned from Closed Session at 8:16 p.m. There being no further business Mayor Fortune ask for a motion to adjourn the meeting. Alderman Whitmore so motioned, seconded by Alderman Milne and the regular meeting was adjourned at 8:17 p.m.

Drafted By: \_\_\_\_\_  
Paula Dries  
Assistant City Clerk

Date of Approval: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Frank Johnson  
City Clerk/Administrator

\_\_\_\_\_  
Russ Fortune,  
Mayor, Board of Aldermen

**MINUTES OF THE WORK SESSION  
TWIN OAKS CITY HALL  
CITY OF TWIN OAKS BOARD OF ALDERMEN  
WEDNESDAY, FEBRUARY 15, 2023**

The Work Session was called to order by Mayor Russ Fortune at 6:16 p.m. pursuant to public notice and agenda. Those in attendance were:

Mayor Russ Fortune-yea

Aldermen Lisa Eisenhauer –yea  
Tim Stoeckl-yea  
Dennis Whitmore –yea  
April Milne – yea

Also Present: City Clerk/Administrator, Frank Johnson  
Paul Rost, City Attorney  
Tiffany Danz, BFA  
Angelica Rodgers, BFA

**Crescent Avenue Sidewalk Project-ROW Acquisition**

BFA engineer Tiffany Danz presented to the board the updated engineering plans for the Crescent Avenue Sidewalk Project for review. Included in the presentation was the amount of land needing for the ROW acquisition, areas that will be left undisturbed, and information on areas that will be needed for the temporary construction easement. The plans included the updated crosswalk being moved to the corner of Crescent Road and Crescent Avenue eliminating the need for a retaining wall on Crescent Road. A summary of the total square footage of ROW that needs to be acquired was also presented to the board. BFA has contacted the utilities for this project, and City Clerk/Administrator Frank Johnson has contacted the local post office regarding two mailboxes that will need to be moved. BFA has also submitted the land disturbance permit to St. Louis County.

City Clerk/Administrator Johnson clarified that OR Colan (ORC) will prepare the offer letter for the Board to review and approve for each of the property owners, adding that one of the property's will require a full appraisal and will take longer for ORC to complete the offer letter. City Clerk/Administrator will present the offer letters to the Board for approval before ORC begins the negotiations with the property owners.

**ROW Maintenance Policy**

City Clerk/Administrator Johnson presented to the Board for review the draft of policy updates for tree, weeds and vegetation. City Attorney, Paul Rost proposed repealing the



existing section of the code on ROW maintenance and creating a new section that is easier to understand and administer. City Clerk/Johnson stated the need for clarity in this policy for both the City and the Homeowners responsibilities for trees, weeds and trash. Discussion ensued and the Board instructed City Clerk/Administrator to send out a brief announcement to inform residents of these changes and refer an FAQ to answer any questions.

**ADJOURNMENT**

Alderman Lisa Eisenhauer motioned to adjourn the Work Session Meeting at 7:00 p.m., seconded by Alderman Dennis Whitmore, and motion passed with the unanimous consent of the Board.

Drafted By: \_\_\_\_\_  
Paula Dries,  
Assistant City Clerk

Date of Approval: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Frank Johnson,  
City Clerk/Administrator

\_\_\_\_\_  
Russ Fortune,  
Mayor, Board of Aldermen





## CITY OF TWIN OAKS POLICE ACTIVITY REPORT February 2023

Radio CFS: 34

Self Initiated Assignments: 78

Police Reports Written: 6

Total Traffic Stops: 21

### Arrests:

Felony 0

Misdemeanor 1 (DWI)

Summons (Arrest Notification) 0

### Auto Accidents:

Injury 0

Non Injury 2

Locations: 858 Meramec Station Rd, Big Bend and MO Hwy 141

Crimes Reported: 1 (Tampering with Motor Vehicle: 1300 Big Bend Rd)

Patrol Bicycle Program: 10 hours

**AN ORDINANCE REVISING THE ANNUAL OPERATING BUDGET  
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2023**

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WHEREAS, on December 7, 2022, by Ordinance 22-25, the Board of Aldermen approved an Annual Operating Budget for the Fiscal Year Ending December 31, 2023 (the “2023 Budget”) which was attached to and incorporated therein; and,

WHEREAS, after approval the Board discovered a scrivener’s error in the 2023 Budget affecting the Capital Improvement Sales Tax Fund; and

WHEREAS, the Board of Aldermen desires to amend the 2023 Budget to correct the error and approve the corrected 2023 Budget.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, AS FOLLOWS:**

**Section 1.** Pursuant to the provisions contained in Section 67.030 RSMo., the Board of Aldermen hereby corrects an error in the approved 2023 Budget as follows: The transfer from the Capital Improvements Sales Tax Fund to the Road Fund is increased by \$46,200, taking the balance from \$560,000 to \$606,200, as more fully set forth in the revised Annual Operating Budget for the Fiscal Year Ending December 31, 2023, attached hereto as Exhibit A, incorporated herein by reference, and approved hereby.

**Section 2.** A copy of the 2023 Budget, as finally adopted and revised, shall be certified by the City Clerk, and filed in the office of the City Clerk; and the operating budget so ratified shall be printed or otherwise reproduced, and sufficient copies shall be made available for the use of all offices and departments of the City, and for interested citizens and civic organizations.

**Section 3.** This Ordinance shall be in full force and effect on and after its passage and approval by the Mayor.

PASSED AFTER HAVING BEEN READ IN FULL OR BY TITLE TWO TIMES PRIOR TO PASSAGE BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, THIS \_\_\_ DAY OF \_\_\_\_\_ 2023.

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Russ Fortune, Mayor

Attest:

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Frank Johnson, City Clerk/Administrator

**CITY OF TWIN OAKS, MISSOURI**  
**CONSOLIDATED STATEMENTS OF**  
**REVENUES, EXPENSES AND FUND BALANCES**  
**FOR THE THREE FISCAL YEARS ENDING DECEMBER 31, 2023**

NOT SHOWN  
 PAGE 3  
 PAGE 2

	ACTUAL 2021	FORECAST 2022	DIFFERENCE FAV / (UNFAV)		BUDGET 2023	DIFFERENCE FAV / (UNFAV)	
			AMOUNT	PERCENT		AMOUNT	PERCENT
<b>REVENUES</b>							
Sales and Use Taxes	\$ 1,031,441	\$ 1,137,600	\$ 106,159	10.3 %	\$ 1,201,100	\$ 63,500	5.6 %
Property Taxes	62,706	52,900	(9,806)	(15.6)%	54,900	2,000	3.8 %
Intergovernmental Taxes	27,989	26,900	(1,089)	(3.9)%	26,700	(200)	(0.7)%
Licenses, Permits & Fees	111,090	118,100	7,010	6.3 %	123,700	5,600	4.7 %
Grants	39,954	40,400	446	1.1 %	-	(40,400)	(100.0)%
Miscellaneous Revenue	5,652	4,000	(1,652)	(29.2)%	4,100	100	2.5 %
Interest Income	1,674	2,900	1,226	73.2 %	2,900	-	-
Total	1,280,506	1,382,800	102,294	8.0 %	1,413,400	30,600	2.2 %
<b>EXPENSES</b>							
Personnel Services	248,151	271,100	(22,949)	(9.2)%	285,600	(14,500)	(5.3)%
Administrative	112,543	128,200	(15,657)	(13.9)%	124,800	3,400	2.7 %
Operating	257,131	272,340	(15,209)	(5.9)%	279,500	(7,160)	(2.6)%
Contractual	75,533	75,800	(267)	(0.4)%	70,000	5,800	7.7 %
Police	137,675	141,100	(3,425)	(2.5)%	148,200	(7,100)	(5.0)%
Repairs and Maintenance	58,596	60,200	(1,604)	(2.7)%	58,600	1,600	2.7 %
Debt Service	142,786	142,900	(114)	(0.1)%	142,900	-	-
Capital additions							
Stormwater	3,506	10,800	(7,294)	(208.0)%	2,500	8,300	76.9 %
Other	92,588	155,700	(63,112)	(68.2)%	548,600	(392,900)	(252.3)%
Total	1,128,509	1,258,140	(129,631)	(11.5)%	1,660,700	(402,560)	(32.0)%
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES AND CHANGES IN FUND</b>	151,997	124,660	(27,337)	(18.0)%	(247,300)	(371,960)	298.4 %
<b>FUND BALANCE -</b>							
Beginning of Year	1,437,425	1,589,422	151,997	10.6 %	1,714,082	124,660	7.8 %
End of Year	\$ 1,589,422	\$ 1,714,082	\$ 124,660	7.8 %	\$ 1,512,982	\$ (201,100)	(11.7)%

1,466,782  
 46,200  
 S/B  
 DIFF

END OF YEAR BALANCE SHOULD BE 31,466,782.  
 THIS STATEMENT NEVER SHOWS TRANSFERS BECAUSE  
 THEY ARE SUPPOSED TO NET TO ZERO.

**CITY OF TWIN OAKS, MISSOURI**  
**BUDGETED CONSOLIDATING STATEMENTS OF**  
**REVENUES, EXPENSES AND FUND BALANCES**  
**FOR THE FISCAL YEAR ENDING DECEMBER 31, 2023**

	FUND NAME					
	Sewer	Capital Improvements	Road	Park and Stormwater	General	Total
<b>REVENUES</b>						
Sales and Use Taxes	\$ -	\$ 283,000	\$ -	\$ 332,900	\$ 585,200	\$ 1,201,100
Property Taxes	-	-	14,400	-	40,500	54,900
Intergovernmental Taxes	-	-	12,000	-	14,700	26,700
Licenses, Permits & Fees	3,900	-	-	-	119,800	123,700
Grants	-	-	-	-	-	-
Miscellaneous Revenue	-	-	-	3,300	800	4,100
Interest Income	100	1,100	-	800	900	2,900
Total	4,000	284,100	26,400	337,000	761,900	1,413,400
<b>EXPENSES</b>						
Personnel Services	-	-	58,600	39,600	187,400	285,600
Administrative	-	-	-	-	124,800	124,800
Operating	4,000	-	94,900	95,100	85,500	279,500
Contractual	-	-	-	-	70,000	70,000
Police	-	-	-	-	148,200	148,200
Repairs and Maintenance	-	-	18,500	40,100	-	58,600
Debt Service	-	142,900	-	-	-	142,900
Capital additions						
Stormwater	-	-	-	2,500	-	2,500
Other	-	-	460,600	88,000	-	548,600
Total	4,000	142,900	632,600	265,300	615,900	1,660,700
Excess (deficiency) of revenues over (under) expenditures	-	141,200	(606,200)	71,700	146,000	(247,300)
<b>OTHER SOURCES (USES) OF FUNDS</b>						
Transfers	-	(417,100)	606,200	(57,200)	(85,700)	46,200
CHANGES IN FUND BALANCES	-	(275,900)	-	14,500	60,300	(201,100)
<b>FUND BALANCE -</b>						
Beginning of Year	46,228	702,210	2,046	348,911	614,687	1,714,082
End of Year	\$ 46,228	\$ 426,310	\$ 2,046	\$ 363,411	\$ 674,987	\$ 1,512,982

463,300  
 322,100  
 380,110  
 1466,782

**CITY OF TWIN OAKS, MISSOURI -  
ROAD FUND  
STATEMENTS OF REVENUES, EXPENSES AND FUND BALANCES  
FOR THE SEVEN FISCAL YEARS ENDING DECEMBER 31, 2023**

	ACTUAL					BUDGET	FCAST	BUDGET
	2017	2018	2019	2020	2021	2022	2022	2023
<b>REVENUE</b>								
Road & Bridge Tax - M	\$ 14,503	\$ 15,792	\$ 12,291	\$ 27,381	\$ 21,437	\$ 22,600	\$ 14,400	\$ 14,400
Motor Fuel Tax - M	10,565	10,517	10,202	9,897	10,745	10,700	12,100	12,000
Total	25,068	26,309	22,493	37,278	32,182	33,300	26,500	26,400
<b>EXPENSES</b>								
<b>Personnel Services</b>	42,022	45,932	49,084	46,593	50,243	55,800	55,800	58,600
<b>Operating</b>								
Snow Removal	10,350	24,394	47,567	11,918	23,066	28,900	31,200	38,200
Street Lights	8,491	8,380	14,656	1,997	7,977	8,100	8,200	8,200
Street Signs	1,608	184	24	65	152	200	-	-
R-O-W Landscaping/Mowing	46,354	30,010	31,531	34,668	30,577	35,800	35,800	36,000
Tree Trimming/Emergency Removal	1,325	4,775	3,700	1,675	-	-	-	-
Auto Expense	2,108	2,974	1,599	1,371	4,553	3,000	200	200
Fuel Expense	1,256	1,230	1,449	1,089	1,575	1,700	1,800	1,800
Utilities - Road	13,018	14,502	11,772	16,968	10,178	12,200	10,300	10,500
Total Operating	84,510	86,449	112,298	69,751	78,078	89,900	87,500	94,900
Road Tools & Supplies	557	292	16	103	1,095	1,500	600	1,000
Road Repairs & Maintenance	6,335	18,136	22,692	19,851	13,545	15,000	7,800	17,500
Road Irrigation Maintenance	-	-	902	1,332	751	-	600	-
Total tools and repairs	6,892	18,428	23,610	21,286	15,391	16,500	9,000	18,500
<b>Capital additions</b>								
Road Capital Projects	31,200	-	-	10,969	11,690	67,500	65,200	402,600
Cap Proj - Big Bend Lighting	-	738	84,957	-	-	-	-	-
Road Engineering	4,353	36,858	16,449	9,360	27,033	-	35,500	58,000
Street Scape Grant Engineering	-	-	-	-	-	-	-	-
Total Capital Additions	35,553	37,596	101,406	20,329	38,723	67,500	100,700	460,600
Total	168,977	188,405	286,398	157,959	182,435	229,700	253,000	632,600
Excess (deficiency) of revenues over (under) expenses	(143,909)	(162,096)	(263,905)	(120,681)	(150,253)	(196,400)	(226,500)	(606,200)
<b>OTHER SOURCES(USES) OF FUNDS</b>								
Transfer To Road from CIST	143,851	162,094	287,953	97,150	153,920	196,400	225,000	606,200
CHANGES IN FUND BALANCES	(58)	(2)	24,048	(23,531)	3,667	-	(1,500)	-
<b>FUND BALANCE -</b>								
Beginning of Year	(578)	(636)	(638)	23,410	(121)	3,546	3,546	2,046
End of Year	\$ (636)	\$ (638)	\$ 23,410	\$ (121)	\$ 3,546	\$ 3,546	\$ 2,046	\$ 2,046

ALL OK

**CITY OF TWIN OAKS, MISSOURI -  
CAPITAL IMPROVEMENTS FUND  
STATEMENTS OF REVENUES, EXPENSES AND FUND BALANCES  
FOR THE SEVEN FISCAL YEARS ENDING DECEMBER 31, 2023**

	ACTUAL					BUDGET	FCAST	BUDGET
	2017	2018	2019	2020	2021	2022	2022	2023
<b>REVENUES</b>								
Capital Improvements Sales Tax	\$ 245,705	\$ 217,342	\$ 246,985	\$ 224,340	\$ 248,598	\$ 240,100	\$ 272,100	\$ 283,000
Miscellaneous Revenue	-	-	-	5,051	-	-	-	-
Interest Income	4,766	282	-	-	-	-	1,100	1,100
Total	250,471	217,624	246,985	229,391	248,598	240,100	273,200	284,100
<b>EXPENSES</b>								
Capital Outlay	-	15,450	-	-	26,883	-	4,600	-
Twin Oaks City Center	1,823,628	169,552	-	-	-	-	-	-
Capital Outlay - Project 4	-	32,650	-	-	-	-	-	-
Village Hall Construction	53,418	55	-	-	-	-	-	-
Website Update	-	154	4,179	-	-	-	-	-
Total Capital Outlay	1,877,046	217,861	4,179	-	26,883	-	4,600	-
Debt Service - Principal	40,460	81,209	84,331	87,889	91,454	87,900	95,200	95,200
Debt Service - Interest	30,933	61,578	58,297	54,883	51,332	54,900	47,700	47,700
Total Debt Service	71,393	142,787	142,628	142,772	142,786	142,800	142,900	142,900
Total	1,948,439	360,648	146,807	142,772	169,669	142,800	147,500	142,900
Excess (deficiency) of revenues over (under) expenses	(1,697,968)	(143,024)	100,178	86,619	78,929	97,300	125,700	141,200
<b>OTHER SOURCES(USES) OF FUNDS</b>								
Transfer From CIST (To) Road	(143,851)	(162,094)	(287,953)	(97,150)	(153,920)	(196,400)	(225,000)	(606,000)
Transfer (To) CIST From PARK	28,600	142,787	85,672	85,672	57,200	57,200	57,200	57,200
Transfer (To) CIST From General	42,900	-	57,115	57,115	85,700	85,700	85,700	85,700
Total Transfers	(72,351)	(19,307)	(145,166)	45,637	(11,020)	(53,500)	(82,100)	(441,100)
Debt proceeds	1,600,000	-	-	-	-	-	-	-
<b>TOTAL</b>	1,527,649	(19,307)	(145,166)	45,637	(11,020)	(53,500)	(82,100)	(441,100)
<b>CHANGES IN FUND BALANCES</b>	(170,319)	(162,331)	(44,988)	132,256	67,909	43,800	43,600	(278,900)
<b>FUND BALANCE -</b>								
Beginning of Year	836,083	665,764	503,433	458,445	590,701	658,610	658,610	702,210
End of Year	\$ 665,764	\$ 503,433	\$ 458,445	\$ 590,701	\$ 658,610	\$ 702,410	\$ 702,210	\$ 426,310

<606,200  
<463,300  
<463,300  
<322,100  
380,110

FUND  
CIST TRANSFER TO ROAD FROM CIST OF 500,000 SHOULD  
ROAD EQUAL TRANSFER FROM CIST TO ROAD OF 606,200  
46,200



**CITY OF  
TWIN OAKS, MISSOURI**

**ANNUAL OPERATING BUDGET**

**FOR THE FISCAL YEAR ENDING  
DECEMBER 31, 2023**



December 07, 2022

To the Honorable Mayor, Russ Fortune  
And Members of the Board of Aldermen

Dear Mayor and Board Members:

This transmittal letter accompanies the Annual Operating Budget of the City of Twin Oaks for the fiscal year beginning January 1, 2023 and ending December 31, 2023 (Fiscal Year 2023). This budget was approved unanimously by the Board of Aldermen at its meeting on December 07, 2022. This budget complies with Chapter 67 of the Revised Statutes of the State of Missouri which sets forth a number of requirements, regarding budgets of its political subdivisions. Among those requirements are (1) that expenses may not exceed projected revenues together with any unencumbered reserve funds accumulated from prior years and (2) presentation of three years of revenues, expenses and, change(s) in fund balance. Those three years being the

- Prior year's actual amounts,
- Current year's forecasted amounts and
- Following year's budgeted amounts.

This budget document contains a Forecast of Revenues and Expenses for the Fiscal Year Ending December 31, 2022. This forecast represents the City's Revised or Adjusted Budget for that period. It is based on actual revenues and expenses for the nine months ended September 30, 2022 combined with estimated revenues and expenses for the balance of the fiscal year.

The budget for the fiscal year ending December 31, 2023 is based on a number of factors. It was created during the course of several Board of Aldermen work sessions. The first step in this process was creation of the aforementioned Fiscal Year 2022 Revised Budget. This was then included with actual operating results for the five fiscal years ended December 31, 2021. These figures provided a basis for comparison and estimation of future revenues and expenses. These future revenues and expenses were then adjusted based on known or estimated changes in facts and circumstances anticipated to occur in Fiscal Year 2023.

Highlights of these processes and documents are as follows:



**GOVERNMENT CENTER AND DEBT**

In February 2018, the City completed construction of its Government Center, one of two of its most significant municipal assets; the other being its park, reputed to be one of the most attractive municipal parks in Saint Louis County. Construction of the Government Center was financed substantially through the issue of \$1.6 million of Certificates of Participation – Series 2018, as well as about \$250,000 of out of pocket spending. The certificates required annual debt service of about \$145,000, as well as a balloon or, lump-sum debt payment, of about \$715,000 in April 2027.

In January 2022, the City and the sole holder of its Certificates of Participation agreed to amend their debt agreement. The parties agreed that effective April 1, 2022 the

- Term of the notes is extended an additional five (5) years to April 1, 2032 and
- Rate is set at 4.00% through April 1, 2027, at which time, it will be reset to the Wall Street Journal prime rate plus 0.75%, with a minimum rate of not less than 4.00%.

In February, the Board of Aldermen passed a resolution eliminating the separate sinking fund bank account for the retirement of the aforementioned lump-sum debt service payment.

**COVID-19 PANDEMIC**

Beginning in about March 2020, local, state, national and international economies have been significantly impacted by the coronavirus pandemic. About 85% of the City’s total revenues are received from retail sales tax collections and about 95% of those receipts are collected locally and retained by the City. The balance is collected by a county-wide sales tax and apportioned to the City on a per capita basis. The overwhelming majority of sales tax collections in the City are from two retailers – one a large regional, up-scale grocery chain and the other a large national drug store chain.

	For the Fiscal Year Ending December 31, (000 Omitted)				
	2019	2020	2021	2022	2023
Budget	\$ 987	\$ 1,007	\$ 975	\$ 978	\$ 1,201
Inc (Dec)	\$ -	\$ (11)	\$ 39	\$ 159	
Forecast	\$ 987	\$ 996	\$ 1,014	\$ 1,137	
Inc (Dec)	\$ 36	\$ (94)	\$ 17	\$ (22)	
Actual	\$ 1,023	\$ 902	\$ 1,031	\$ 1,115 *	

The table at left presents sales tax revenues. Actual represents audited results; except for FY2022 which are unaudited receipts through 12/31/2022 (denoted “\*”). Audited revenues are based on the modified accrual

method of accounting which recognizes revenues when earned, not received. In this case, revenues received in February were earned in December. The Forecasted results are an annual estimate, based on revenues received in the first nine months of the year.

There are two significant anomalies in this data. The first is the approximately 10% fall off in revenues between forecast and actual in Fiscal Year 2020. It occurred at the height of the pandemic, during a five-month period from October 1, 2020 to February 28, 2021.

How much of this decrease is pandemic related decreased retail purchasing activity state versus pandemic related delays and interruptions in the processing of sales tax receipts by administrators responsible for collection of and distribution of receipts to sales tax levying authorities like the City is impossible to know or reasonably estimate.

The second is the 14% increase in sales tax revenues between those revenues budgeted for Fiscal Year 2022 and twelve months of collections received through December 31, 2022. There are at least three factors which explain this increased economic activity:

- The budget was set as the Omicron variant was impacting the economy in the second and third calendar quarters of 2021. Reflecting on the impact on economic activity of the prior year, a very conservative Fiscal Year 2022 budget was established.
- Greater general public vaccination rates, greater general population immunities and reduced health impact of subsequent covid variants.
- Country wide, in 2022, general inflation is estimated to be about 6.5% and about 10% for food and food related products – 11% in-home and 9% out.

## **REVENUES**

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- **SALES AND USE TAXES** – Budgeted Fiscal Year 2023 sales and use tax revenues are conservatively expected to rise about 5.6% over forecasted Fiscal Year 2022 revenues. There are two principal bases for this estimate - inflation and use tax receipts. Significant inflationary price increases began in mid-Fiscal Year 2022. These price increases have continued and are not expected to moderate until sometime in Fiscal Year 2023. As noted, food related inflation has been and is anticipated to continue to be greater than the overall rate of inflation. A significant majority of the City's sales taxes are derived from a food retail business.

In April 2022, the City's voters passed a ballot measure authorizing the collection of use taxes on out-of-state purchases. These amounts are collected by and remitted to county and municipal taxing authorities. The City began receiving use tax receipts in October 2022. Revenues for fiscal years 2022 and 2023 are anticipated to be about \$12,300 and \$30,800, respectively.

In September of 2022, an Aldi's grocery store opened in the City, bringing a second food-based retailer to Twin Oaks. Early tax data from the Missouri Department of Revenue indicate that there the Aldi is not substantially subtracting sales from the existing Schnucks grocery store, at least in its initial months of operations. This data will be monitored closely by the City as the year progresses.

The City anticipates a moderately large hardware/home center retailer to open sometime in Fiscal Year 2023 in the same shopping center as the aforementioned Aldi's. Combined, they represent about 35,000 square feet of new retail space for the City. As their opening dates, retail demand volumes, and impact on sales volumes of existing retailers are all unknown, any accretive revenue impact from their operations is not included in this year's budget.

- GRANTS – This classification reflects receipt of federal grant funds. CARES funds were received in Fiscal Year 2020 and ARPA funds in Fiscal Years 2021 and 2022. No further receipts are currently anticipated.

## EXPENSES

Overall, the City expects total Fiscal Year 2023 expenditures of \$1,660,700. This represents an increase of about \$402,600 or about 32% over forecasted expenditures of \$1,258,140 in Fiscal Year 2022. This increase is largely driven by nominal increases in personnel and contract labor costs as well as a conscious decision to make a substantial increase in capital expenditures. The following summarizes significant line-item differences:

- PERSONNEL SERVICES – As previously noted, inflation has increased significantly in Fiscal Year 2022. It is a primary concern of not just the Federal Reserve Board but also the City’s elected officials. Elected officials make policy and managerial operating decisions. They rely on the City’s two fulltime and two parttime employees to physically operate the City and serve its residents and businesses. The City is both fortunate and accomplished at having extremely competent staff. To retain its staff and offer competitive wages, the City will increase wage rates by 6% in Fiscal Year 2023.
- PUBLIC SAFETY (POLICE) – The City contracts for police services with the St. Louis County Police Department. Contractually, the contractor may raise rates by up to 5% annually. The contractor set the rate of increase at 5% for the current contract year ending September 30, 2023. It was 3% in the contract year ended September 30, 2022.
- CAPITAL ADDITIONS – By its nature, capital spending tends to be both discreet or project oriented, as well as discretionary in nature. In any given year, capital expenditures generally average about 10% of total spending. In Fiscal Year 2023, they will be about \$550,000 or, about 33% of total expenditures.

For several years, the City has been working towards a major infrastructure improvement in its sidewalk systems. Over the last few years, nominal spending on engineering this project has occurred. In Fiscal Year 2023, the City expects to complete this project at a cost of about \$460,000. A separate listing of capital projects is included in the budget.

## TRANSFERS

Historically, annually, the City makes three interfund transfers. Fiscal Year 2023 will see these same three transfers. They are as follows:

TO	FROM	PURPOSE	AMOUNT
Road Fund	Capital Fund	Supplemental funds for road related operating and capital project costs	\$606,200
Capital Fund	General Fund	Provide debt service funds, based on each fund’s utilization of the City’s Government Center built in Fiscal Year 2018	\$85,700
Capital Fund	Park and Stormwater Fund		\$57,200

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**FUND BALANCE**

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In the past, for several years, the City built-up its reserves or fund balance in anticipation of significant capital spending. This accretion culminated on December 31, 2016 with a consolidated fund balance of slightly less than \$2 million. Significant capital spending began in Fiscal Year 2017 with construction of the City's Government Center and included significant renovations to the City's park in Fiscal Year 2019.

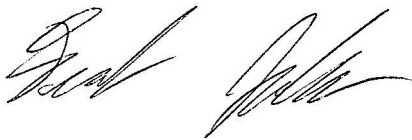
Increased capital spending, augmented by annual debt service spending of about \$145,000, beginning in Fiscal Year 2017, resulted in erosion of consolidated fund balances to a little less than \$1.3 million at December 31, 2019. Reduced capital spending in Fiscal Years 2020, 2021 and 2022 have resulted in an anticipated consolidated fund balance of about \$1.7 million at December 31, 2022. Even with a revenue deficiency of about \$247,000 in Fiscal Year 2023, the City expects its consolidated fund balances to be slightly greater than \$1.5 million at December 31, 2023. This is more than 100% of Fiscal Year 2023 expenditures including nominal capital spending of about \$150,000.

Every political entity must decide an appropriate level of reserves relative to the myriad risks it faces. For the time being, the Board of Aldermen finds it in the best interests of the City to maintain its various funds' reserves at or near their anticipated December 31, 2023 levels. Annually, the City does reassess its capital spending and reserve accretion policies.

The City's strategic objectives underlying its budgeting process may be characterized as one that continues to provide a wide range of municipal services, as well as a superior level of services to City residents and business owners in a cost-effective manner, while at the same time continuing to responsibly improve those services and the City's investment in its capital assets. I believe this budget adequately meets those objectives.

This budget represents a significant amount of work on the part of both the Board and staff. I appreciate the efforts and contributions of both in the preparation of this budget.

Respectfully submitted,



Frank Johnson  
City Clerk and Administrator

# **CITY OF TWIN OAKS, MISSOURI**

## **ANNUAL OPERATING BUDGET**

**FOR THE FISCAL YEAR ENDING  
DECEMBER 31, 2023**

### **ELECTED REPRESENTATIVES AND STAFF**

**MAYOR  
RUSS FORTUNE**

**ALDERMEN  
LISA EISENHAUER  
APRIL MILNE  
TIM STOECKL  
DENNIS WHITMORE**

**STAFF  
FRANK JOHNSON, CITY CLERK  
PAULA DRIES, ASSISTANT  
JOHN WILLIAMS, PUBLIC WORKS**

**CITY OF TWIN OAKS, MISSOURI**  
**ANNUAL OPERATING BUDGET**  
**FOR THE FISCAL YEAR ENDING DECEMBER 31, 2023**

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**CITY OF TWIN OAKS, MISSOURI**  
**CONSOLIDATED STATEMENTS OF**  
**REVENUES, EXPENSES AND FUND BALANCES**  
**FOR THE THREE FISCAL YEARS ENDING DECEMBER 31, 2023**

	ACTUAL 2021	FORECAST 2022	DIFFERENCE FAV / (UNFAV)		BUDGET 2023	DIFFERENCE FAV / (UNFAV)	
			AMOUNT	PERCENT		AMOUNT	PERCENT
<b>REVENUES</b>							
Sales and Use Taxes	\$ 1,031,441	\$ 1,137,600	\$ 106,159	10.3 %	\$ 1,201,100	\$ 63,500	5.6 %
Property Taxes	62,706	52,900	(9,806)	(15.6)%	54,900	2,000	3.8 %
Intergovernmental Taxes	27,989	26,900	(1,089)	(3.9)%	26,700	(200)	(0.7)%
Licenses, Permits & Fees	111,090	118,100	7,010	6.3 %	123,700	5,600	4.7 %
Grants	39,954	40,400	446	1.1 %	-	(40,400)	(100.0)%
Miscellaneous Revenue	5,652	4,000	(1,652)	(29.2)%	4,100	100	2.5 %
Interest Income	1,674	2,900	1,226	73.2 %	2,900	-	-
Total	1,280,506	1,382,800	102,294	8.0 %	1,413,400	30,600	2.2 %
<b>EXPENSES</b>							
Personnel Services	248,151	271,100	(22,949)	(9.2)%	285,600	(14,500)	(5.3)%
Administrative	112,543	128,200	(15,657)	(13.9)%	124,800	3,400	2.7 %
Operating	257,131	272,340	(15,209)	(5.9)%	279,500	(7,160)	(2.6)%
Contractual	75,533	75,800	(267)	(0.4)%	70,000	5,800	7.7 %
Police	137,675	141,100	(3,425)	(2.5)%	148,200	(7,100)	(5.0)%
Repairs and Maintenance	58,596	60,200	(1,604)	(2.7)%	58,600	1,600	2.7 %
Debt Service	142,786	142,900	(114)	(0.1)%	142,900	-	-
Capital additions							
Stormwater	3,506	10,800	(7,294)	(208.0)%	2,500	8,300	76.9 %
Other	92,588	155,700	(63,112)	(68.2)%	548,600	(392,900)	(252.3)%
Total	1,128,509	1,258,140	(129,631)	(11.5)%	1,660,700	(402,560)	(32.0)%
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES AND CHANGES IN FUND</b>	151,997	124,660	(27,337)	(18.0)%	(247,300)	(371,960)	298.4 %
<b>FUND BALANCE -</b>							
Beginning of Year	1,437,425	1,589,422	151,997	10.6 %	1,714,082	124,660	7.8 %
End of Year	\$ 1,589,422	\$ 1,714,082	\$ 124,660	7.8 %	\$ 1,466,782	\$ (247,300)	(14.4)%

**CITY OF TWIN OAKS, MISSOURI**  
**BUDGETED CONSOLIDATING STATEMENTS OF**  
**REVENUES, EXPENSES AND FUND BALANCES**  
**FOR THE FISCAL YEAR ENDING DECEMBER 31, 2023**

	FUND NAME					
	Sewer	Capital Improve- ments	Road	Park and Stormwater	General	Total
<b>REVENUES</b>						
Sales and Use Taxes	\$ -	\$ 283,000	\$ -	\$ 332,900	\$ 585,200	\$ 1,201,100
Property Taxes	-	-	14,400	-	40,500	54,900
Intergovernmental Taxes	-	-	12,000	-	14,700	26,700
Licenses, Permits & Fees	3,900	-	-	-	119,800	123,700
Grants	-	-	-	-	-	-
Miscellaneous Revenue	-	-	-	3,300	800	4,100
Interest Income	100	1,100	-	800	900	2,900
	4,000	284,100	26,400	337,000	761,900	1,413,400
<b>EXPENSES</b>						
Personnel Services	-	-	58,600	39,600	187,400	285,600
Administrative	-	-	-	-	124,800	124,800
Operating	4,000	-	94,900	95,100	85,500	279,500
Contractual	-	-	-	-	70,000	70,000
Police	-	-	-	-	148,200	148,200
Repairs and Maintenance	-	-	18,500	40,100	-	58,600
Debt Service		142,900				142,900
Capital additions						
Stormwater	-	-	-	2,500	-	2,500
Other	-	-	460,600	88,000	-	548,600
Total	4,000	142,900	632,600	265,300	615,900	1,660,700
Excess (deficiency) of revenues over (under) expenditures	-	141,200	(606,200)	71,700	146,000	(247,300)
<b>OTHER SOURCES (USES) OF FUNDS</b>						
Transfers	-	(463,300)	606,200	(57,200)	(85,700)	-
<b>CHANGES IN FUND BALANCES</b>	-	(322,100)	-	14,500	60,300	(247,300)
<b>FUND BALANCE -</b>						
Beginning of Year	46,228	702,210	2,046	348,911	614,687	1,714,082
End of Year	\$ 46,228	\$ 380,110	\$ 2,046	\$ 363,411	\$ 674,987	\$ 1,466,782



**CITY OF TWIN OAKS, MISSOURI**  
**FORECASTED CONSOLIDATING STATEMENTS OF**  
**REVENUES, EXPENSES AND FUND BALANCE**  
**FOR THE FISCAL YEAR ENDING DECEMBER 31, 2022**

	FUND NAME					
	Sewer	Capital Improve- ments	Road	Park and Stormwater	General	Total
<b>REVENUES</b>						
Sales and Use Taxes	\$ -	\$ 272,100	\$ -	\$ 320,100	\$ 545,400	\$ 1,137,600
Property Taxes	-	-	14,400	-	38,500	52,900
Intergovernmental Taxes	-	-	12,100	-	14,800	26,900
Licenses, Permits & Fees	3,900	-	-	-	114,200	118,100
Grants	-	-	-	-	40,400	40,400
Miscellaneous Revenue	-	-	-	3,200	800	4,000
Interest Income	100	1,100	-	800	900	2,900
	4,000	273,200	26,500	324,100	755,000	1,382,800
<b>EXPENSES</b>						
Personnel Services	-	-	55,800	37,700	177,600	271,100
Administrative	-	-	-	-	128,200	128,200
Operating	7,200	-	87,500	95,640	82,000	272,340
Contractual	-	-	-	-	75,800	75,800
Police	-	-	-	-	141,100	141,100
Repairs and Maintenance	-	-	9,000	51,200	-	60,200
Debt Service		142,900				142,900
Capital additions						
Stormwater	-	-	-	10,800	-	10,800
Other	-	4,600	100,700	50,400	-	155,700
Total	7,200	147,500	253,000	245,740	604,700	1,258,140
Excess (deficiency) of revenues over (under) expenditures	(3,200)	125,700	(226,500)	78,360	150,300	124,660
<b>OTHER SOURCES (USES) OF FUNDS</b>						
Transfers	-	(82,100)	225,000	(57,200)	(85,700)	-
<b>CHANGES IN FUND BALANCES</b>	(3,200)	43,600	(1,500)	21,160	64,600	124,660
<b>FUND BALANCE -</b>						
Beginning of Year	49,428	658,610	3,546	327,751	550,087	1,589,422
End of Year	\$ 46,228	\$ 702,210	\$ 2,046	\$ 348,911	\$ 614,687	\$ 1,714,082

**CITY OF TWIN OAKS, MISSOURI**  
**CONSOLIDATING STATEMENTS OF**  
**REVENUES, EXPENSES AND FUND BALANCES**  
**FOR THE FISCAL YEAR ENDED DECEMBER 31, 2021**

	FUND NAME					
	Sewer	Capital Improve- ments	Road	Park and Stormwater	General	Total
<b>REVENUES</b>						
Sales and Use Taxes	\$ -	\$ 248,598	\$ -	\$ 301,410	\$ 481,433	\$ 1,031,441
Property Taxes	-	-	21,437	-	41,269	62,706
Intergovernmental Taxes	-	-	10,745	-	17,244	27,989
Licenses, Permits & Fees	4,879	-	-	-	106,211	111,090
Grants	-	-	-	-	39,954	39,954
Miscellaneous Revenue	-	-	-	3,900	1,752	5,652
Interest Income	44	-	-	-	1,630	1,674
	4,923	248,598	32,182	305,310	689,493	1,280,506
<b>EXPENSES</b>						
Personnel Services	-	-	50,243	34,391	163,517	248,151
Administrative	-	-	-	-	112,543	112,543
Operating	20,943	-	78,078	76,661	81,449	257,131
Contractual	-	-	-	-	75,533	75,533
Police	-	-	-	-	137,675	137,675
Repairs and Maintenance	-	-	15,391	43,205	-	58,596
Debt Service		142,786				142,786
Capital additions						
Stormwater	-	-	-	3,506	-	3,506
Other	-	26,883	38,723	26,982	-	92,588
Total	20,943	169,669	182,435	184,745	570,717	1,128,509
Excess (deficiency) of revenues over (under) expenditures	(16,020)	78,929	(150,253)	120,565	118,776	151,997
<b>OTHER SOURCES (USES) OF FUNDS</b>						
Transfers	-	(11,020)	153,920	(57,200)	(85,700)	-
<b>CHANGES IN FUND BALANCES</b>	(16,020)	67,909	3,667	63,365	33,076	151,997
<b>FUND BALANCE -</b>						
Beginning of Year	65,448	590,701	(121)	264,386	517,011	1,437,425
End of Year	\$ 49,428	\$ 658,610	\$ 3,546	\$ 327,751	\$ 550,087	\$ 1,589,422

**CITY OF TWIN OAKS, MISSOURI -  
GENERAL FUND  
STATEMENTS OF REVENUES, EXPENSES AND FUND BALANCES  
FOR THE SEVEN FISCAL YEARS ENDING DECEMBER 31, 2023**

	ACTUAL					BUDGET	FCAST	BUDGET
	2017	2018	2019	2020	2021	2022	2022	2023
<b>REVENUES</b>								
<b>Sales and Use Taxes</b>								
Sales Tax One Cent	\$ 305,725	\$ 268,144	\$ 338,915	\$ 290,549	\$ 334,827	\$ 321,500	\$ 376,100	\$ 391,100
Local Option 1/4 cent	140,982	126,808	125,405	112,473	123,834	121,200	130,700	135,900
SL County Prop P Sales Tax	4,723	21,352	21,793	20,160	22,772	24,800	26,300	27,400
Use Tax	-	-	-	-	-	-	12,300	30,800
Total	451,430	416,304	486,113	423,182	481,433	467,500	545,400	585,200
<b>Property Taxes</b>								
Property Tax (Commercial)	24,098	28,460	19,196	51,025	40,498	46,100	34,900	36,900
Financial Institution Tax	454	-	-	-	240	200	3,100	3,100
Railroad/Utility Tax	454	437	375	706	531	700	500	500
Total	25,006	28,897	19,571	51,731	41,269	47,000	38,500	40,500
<b>Intergovernmental Taxes</b>								
Motor Vehicle Sales Tax	3,522	3,765	2,988	3,710	4,275	4,300	3,900	3,900
Motor Vehicle Fee Increase	1,742	1,944	1,490	1,775	1,931	2,000	1,800	1,800
Fee Income:Franchise Fee (Charter, AT&T)	7,203	9,753	10,868	12,432	10,282	9,700	8,500	8,500
Cigarette Tax	970	861	809	818	756	700	600	500
Total	13,437	16,323	16,155	18,735	17,244	16,700	14,800	14,700
<b>Licenses, Permits &amp; Fees</b>								
Occupancy Permits	1,350	900	2,050	8,250	10,943	16,000	6,300	6,300
Fence Permits	105	105	-	25	175	200	100	100
Dumpster/Temp Storage Permit	100	-	-	-	-	-	-	-
Building Permits	1,002	907	1,264	3,430	865	400	1,500	1,500
Sign Permits	1,250	(273)	461	525	575	700	400	400
Site Work Permits	-	-	-	25	50	-	700	700
Fee Income; Misc.	-	63	10	195	550	-	100	100
Merchants Licenses (Annually)	69,738	71,458	60,707	66,958	70,947	63,900	84,600	88,800
Liquor Licenses (Annually)	3,250	3,250	3,161	3,563	3,188	2,900	2,900	2,900
Cellular Tower Lease (Monthly)	14,757	15,967	16,208	17,419	17,418	17,400	17,400	17,400
Board of Adjustment Appeal Fees	-	-	300	-	-	-	100	100
Development Process Application	15,248	10,216	-	1,500	1,500	-	100	1,500
Total	106,800	102,593	84,161	101,890	106,211	101,500	114,200	119,800
General Fund Grant Income	-	-	-	-	39,954	40,000	40,400	-
Miscellaneous Income	-	2,766	3,198	32,204	1,752	1,900	800	800
Interest Income	4,928	5,458	5,751	2,732	1,630	400	900	900
Total	601,601	572,341	614,949	630,474	689,493	675,000	755,000	761,900
<b>EXPENSES</b>								
<b>Personnel Services</b>								
Wages Employees	102,760	99,167	106,979	76,058	92,128	102,200	102,200	109,300
Wages Trustees	20,400	20,400	20,400	21,930	18,870	20,400	20,400	20,400
Employee Benefits	5,096	7,182	8,703	14,182	15,923	15,800	16,900	16,900
Payroll Taxes	16,462	17,287	15,995	16,091	15,103	15,800	17,300	19,000
LAGERS	10,582	13,576	15,916	14,787	19,424	18,700	18,600	19,500
Unemployment Compensation	-	-	321	6,331	169	-	-	-
Payroll Processing Fees	1,721	1,802	1,760	1,940	1,900	2,100	2,200	2,300
Total	157,021	159,414	170,074	151,319	163,517	175,000	177,600	187,400
<b>Administrative</b>								
Building Inspection/Occup Fees	1,387	1,945	5,700	8,313	-	-	-	-
Building Insp/Permits/Occup Fees:Building	-	-	-	-	1,168	1,800	400	400
Building Insp/Permits/Occup Fees:Occupat	-	-	-	1,275	11,036	14,100	8,000	8,000
Building Insp/Permits/Occup Fees:Other P	-	-	-	-	-	-	1,500	1,500
Village Property Expense	11,729	1,649	1,649	1,649	-	-	10,300	-
City Property Expense:Town Hall	-	5,030	9,539	4,335	6,556	5,800	-	9,000
City Property Expense:50 Crescent	-	1,709	4,552	-	14	100	1,400	1,400
Meetings	448	(74)	204	-	11	-	200	200
Administrative Events	3,917	4,808	4,563	1,417	3,871	3,500	3,500	3,500
Arbor Day Event	635	655	548	-	-	-	800	800

**CITY OF TWIN OAKS, MISSOURI -  
GENERAL FUND  
STATEMENTS OF REVENUES, EXPENSES AND FUND BALANCES  
FOR THE SEVEN FISCAL YEARS ENDING DECEMBER 31, 2023**

	ACTUAL					BUDGET	FCAST	BUDGET
	2017	2018	2019	2020	2021	2022	2022	2023
Night Out in the Park	-	-	452	329	300	500	300	300
Govt Center Open House	-	915	-	-	-	-	-	-
Dues, Education & Conferences	4,121	6,426	2,596	2,491	1,637	2,300	2,900	2,900
Mileage	612	694	240	-	110	-	200	200
Bank Service Charges	99	61	32	503	860	600	3,400	1,900
Community Room Supervising	-	573	594	440	64	500	500	500
Election Expense	62	315	297	295	363	800	500	500
Legal Notices/Publications	4,106	1,192	2,577	2,089	1,610	2,200	800	800
Insurance	27,171	29,740	28,793	26,008	28,557	30,600	30,600	31,600
Printing	349	2,237	1,590	1,639	2,349	1,800	2,700	2,700
Postage	367	884	568	585	1,312	600	1,800	1,800
Telephone	6,648	5,584	5,866	6,013	4,723	5,800	5,800	5,800
Equipment Purchase/Maintenance	530	2,219	6,666	2,195	3,194	6,100	2,900	2,900
Service Contr. & Annual Charges	3,053	5,476	8,320	12,572	10,902	10,300	11,400	11,400
IT and Web Hosting	13,670	13,830	15,677	20,092	16,202	16,900	16,900	16,900
Copier Lease	2,724	2,414	2,520	2,602	2,003	800	800	800
Cooler Rental	147	(17)	-	-	-	-	-	-
Window Cleaning	221	2,069	2,826	1,806	2,124	2,100	2,700	2,700
County Sales Reports	105	-	-	-	-	-	-	-
Codification	6,626	3,125	10,167	5,545	8,341	7,200	4,300	4,300
Office Relocation	-	12,850	2,134	-	-	-	-	-
General Admin & Office Supplies	4,825	3,910	4,029	2,906	5,236	4,400	4,300	4,300
Miscellaneous Expense	-	-	-	377	-	-	8,200	500
Court Administration	-	-	-	298	-	-	1,100	7,200
<b>Total</b>	<b>93,552</b>	<b>110,219</b>	<b>122,699</b>	<b>105,774</b>	<b>112,543</b>	<b>118,800</b>	<b>128,200</b>	<b>124,800</b>
<b>Operating</b>								
Miscellaneous	-	-	235	929	-	300	-	-
Sanitation	46,060	43,260	44,272	46,030	51,401	47,600	48,000	51,000
Mosquito Control	365	385	176	494	-	700	700	700
Leaf Vacuuming	9,990	9,200	10,220	11,140	9,850	9,600	10,400	10,400
Utilities-Office	15	(4,839)	-	-	-	-	-	-
Utilities-Office:50 Crescent Ave Utilities	1,817	1,954	2,049	2,055	2,339	2,800	2,700	2,800
Utilities-Office:Electric	4,445	15,291	12,742	12,504	13,155	13,400	13,900	14,200
Utilities-Office:Gas	1,729	1,685	1,006	867	713	1,400	1,100	1,100
Utilities Town Hall and 50 Crescent:Sewer	-	509	412	299	319	300	400	400
Utilities Town Hall and 50 Crescent:Water	-	2,358	2,431	3,728	3,672	3,800	4,800	4,900
<b>Total</b>	<b>64,421</b>	<b>69,803</b>	<b>73,543</b>	<b>78,046</b>	<b>81,449</b>	<b>79,900</b>	<b>82,000</b>	<b>85,500</b>
<b>Contractual</b>								
Legal	81,981	57,796	52,027	61,911	50,829	58,300	42,100	47,100
Legal:Legal - Nonrecurring	10,897	17,401	19,030	593	-	-	12,800	-
Auditing Fees	10,070	10,070	10,760	10,460	11,060	12,300	11,600	13,600
Accounting Fees	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Engineering - General	14,064	24,340	18,361	10,410	7,419	8,100	3,300	3,300
Outside Labor	-	8,300	16,833	808	225	300	-	-
<b>Total</b>	<b>123,012</b>	<b>123,907</b>	<b>123,011</b>	<b>90,182</b>	<b>75,533</b>	<b>85,000</b>	<b>75,800</b>	<b>70,000</b>
<b>Police</b>	<b>104,779</b>	<b>118,165</b>	<b>128,621</b>	<b>133,110</b>	<b>137,675</b>	<b>140,900</b>	<b>141,100</b>	<b>148,200</b>
<b>Lease</b>	<b>35,922</b>	<b>3,369</b>	<b>6</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Stormwater	-	1,273	-	-	-	-	-	-
<b>Total</b>	<b>578,707</b>	<b>586,150</b>	<b>617,954</b>	<b>558,431</b>	<b>570,717</b>	<b>599,600</b>	<b>604,700</b>	<b>615,900</b>
<b>Excess (deficiency) of revenues over (under) expenses</b>	<b>22,894</b>	<b>(13,809)</b>	<b>(3,005)</b>	<b>72,043</b>	<b>118,776</b>	<b>75,400</b>	<b>150,300</b>	<b>146,000</b>
<b>OTHER SOURCES(USES) OF FUNDS</b>								
Transfer From General / (To) CIST	(42,900)	(57,115)	(57,115)	(57,115)	(85,700)	(85,700)	(85,700)	(85,700)
<b>CHANGES IN FUND BALANCES</b>	<b>(20,006)</b>	<b>(70,924)</b>	<b>(60,120)</b>	<b>14,928</b>	<b>33,076</b>	<b>(10,300)</b>	<b>64,600</b>	<b>60,300</b>
<b>FUND BALANCE -</b>								
Prior Perod Adjustment	(2,583)							
Beginning of Year	653,133	633,127	562,203	502,083	517,011	550,087	550,087	614,687
End of Year	\$ 633,127	\$ 562,203	\$ 502,083	\$ 517,011	\$ 550,087	\$ 539,787	\$ 614,687	\$ 674,987

**CITY OF TWIN OAKS, MISSOURI -  
PARK AND STORMWATER FUND  
STATEMENTS OF REVENUES, EXPENSES AND FUND BALANCES  
FOR THE SEVEN FISCAL YEARS ENDING DECEMBER 31, 2023**

	ACTUAL					BUDGET	FCAST	BUDGET
	2017	2018	2019	2020	2021	2022	2022	2023
<b>REVENUES</b>								
P&S 1/2 cent	\$289,064	\$255,696	\$290,573	\$254,988	\$301,410	\$270,500	\$320,100	\$332,900
Grants	-	-	-	-	-	-	-	-
Non-Refundable Park Reservation	-	-	-	-	3,400	3,400	3,200	3,200
TOM Agreement (formerly BOA)	400	600	100	400	500	700	-	100
Park Income	-	100,000	-	-	-	-	-	-
Miscellaneous Revenue	400	100,600	100	400	3,900	4,100	3,200	3,300
From Park & Storm Account	-	-	-	-	-	-	800	800
Total	289,464	356,296	290,673	255,388	305,310	274,600	324,100	337,000
<b>EXPENSES</b>								
Park Expense:Park Salaries	28,285	32,094	34,383	30,658	34,391	42,500	37,700	39,600
Park Salaries - Security	14,140	18,375	4,253	-	-	100	-	-
Total Personnel Services	42,425	50,469	38,636	30,658	34,391	42,600	37,700	39,600
<b>Operating</b>								
Park Mowing	8,201	7,297	6,943	6,591	7,603	7,500	7,500	7,800
Park Landscaping	3,404	1,344	3,011	976	431	12,000	16,200	17,000
Landscape Consultant	1,373	-	855	-	-	-	-	-
Vector & Chemical Control	7,540	8,585	4,475	15,861	12,920	11,700	7,600	7,600
Restroom Supplies	477	485	321	238	461	400	300	300
Fuel Expense	-	-	-	43	-	-	-	-
Park - Events, Entertainment & Food	-	32	393	435	-	-	-	-
Events/Entertainment/Food:Water Party E	-	-	120	-	1,109	1,100	2,300	-
Park Expense:Events/Entertainment/Food:	1,580	2,970	2,511	2,456	3,271	3,000	3,140	3,300
Park Events - August Event (Concert)	277	900	7,197	-	600	1,000	900	1,000
Park Events - Eclipse	3,489	-	-	-	-	-	-	-
Park Events - Easter Egg Hunt	983	1,023	-	562	-	1,000	800	1,000
Park Events - Family Fun Day (September	3,911	3,343	4,246	-	6,900	5,000	5,900	5,000
Park Events - July Event (Concert/Firewor	26,961	31,323	30,392	375	28,871	26,700	34,400	35,000
Park Events - June Event (Concert)	734	1,075	719	800	775	1,000	700	1,000
Copyright Fees	1,047	1,114	1,153	1,187	2,121	1,400	1,200	1,200
Facility Partnerships	1,355	1,435	1,765	570	1,465	2,000	1,800	1,800
Park Promotions	914	782	-	1,335	-	-	-	-
Park Utilities:Electric (Park)	5,372	5,636	4,509	3,343	5,003	5,500	5,600	5,700
Park Utilities:Sewer (Park)	1,818	241	-	-	-	900	900	900
Park Utilities:Water (Park)	6,487	6,410	5,961	2,620	5,131	5,600	6,400	6,500
Total Operating	75,923	73,995	74,571	37,392	76,661	85,800	95,640	95,100
Park Expense:Park Lease	-	-	-	500	-	-	-	-
Park Expense:Storage Facility Rental	2,700	-	-	-	-	-	-	-
Miscellaneous Expense-Park	-	-	4,000	69	-	100	-	100
Lake Expense	-	-	-	3,345	2,961	3,100	3,300	3,100
Park Tools/Equipment/Rental	2,465	3,599	4,246	5,499	1,323	1,500	900	1,000
Storm Water Expense:Repairs/Maint. - Stc	-	-	130	-	625	600	-	-
Park Repairs & Maintenance	3,239	19,882	8,073	(328)	7,746	13,600	5,000	3,000
Park R&M - Park Facility Maintenance	2,518	6,967	3,332	2,155	2,472	4,100	5,400	14,400
Park R&M - Park Inspections	2,664	4,561	3,278	450	2,558	3,500	2,600	3,500
Park R&M - Park Landscaping Maintenanc	21,521	24,789	27,908	18,050	22,715	5,000	21,600	10,000
Park R&M - Park Irrigation Maintenance (	1,269	1,658	2,909	2,977	1,137	2,000	2,400	2,000
Park R&M - Park Electrical Maintenance	970	1,290	1,318	-	1,668	1,000	10,000	3,000
Total Park Repairs and Maintenance	34,646	62,746	55,194	32,217	43,205	34,500	51,200	40,100

**CITY OF TWIN OAKS, MISSOURI -  
PARK AND STORMWATER FUND  
STATEMENTS OF REVENUES, EXPENSES AND FUND BALANCES  
FOR THE SEVEN FISCAL YEARS ENDING DECEMBER 31, 2023**

	ACTUAL					BUDGET	FCAST	BUDGET
	2017	2018	2019	2020	2021	2022	2022	2023
<b>Capital Outlay</b>								
Storm Water Expense: Engineering	2,905	-	531	1,504	3,506	-	10,800	2,500
Storm Water Expense:Capital Projects - St	130,351	-	181	-	-	-	-	-
Total Storm Water	133,256	-	712	1,504	3,506	-	10,800	2,500
Park Capital Projects	10,470	4,918	21,027	35,862	26,957	33,000	45,400	88,000
Park Capital Projects - Lake Remediation	-	10,091	284,733	-	-	-	-	-
Park Capital Projects - Park Cameras	-	-	8,156	-	-	-	-	-
Park Engineering	(10)	29,202	88	-	25	-	5,000	-
Total Park Capital Projects	10,460	44,211	314,004	35,862	26,982	33,000	50,400	88,000
Total Expenses	299,410	231,421	483,117	138,133	184,745	195,900	245,740	265,300
<b>Excess (deficiency) of revenues over (under) expenses</b>	(9,946)	124,875	(192,444)	117,255	120,565	78,700	78,360	71,700
<b>OTHER SOURCES(USES) OF FUNDS</b>								
Transfer From Park (To) CIST	(28,600)	(85,672)	(85,672)	(85,672)	(57,200)	(57,200)	(57,200)	(57,200)
<b>CHANGES IN FUND BALANCES</b>	(38,546)	39,203	(278,116)	31,583	63,365	21,500	21,160	14,500
<b>FUND BALANCE -</b>								
Beginning of Year	510,262	471,716	510,919	232,803	264,386	327,751	327,751	348,911
End of Year	\$471,716	\$510,919	\$232,803	\$264,386	\$327,751	\$349,251	\$348,911	\$363,411

**CITY OF TWIN OAKS, MISSOURI -  
ROAD FUND**

**STATEMENTS OF REVENUES, EXPENSES AND FUND BALANCES  
FOR THE SEVEN FISCAL YEARS ENDING DECEMBER 31, 2023**

	ACTUAL					BUDGET	FCAST	BUDGET
	2017	2018	2019	2020	2021	2022	2022	2023
<b>REVENUE</b>								
Road & Bridge Tax - M	\$ 14,503	\$ 15,792	\$ 12,291	\$ 27,381	\$ 21,437	\$ 22,600	\$ 14,400	\$ 14,400
Motor Fuel Tax - M	10,565	10,517	10,202	9,897	10,745	10,700	12,100	12,000
Total	25,068	26,309	22,493	37,278	32,182	33,300	26,500	26,400
<b>EXPENSES</b>								
Personnel Services	42,022	45,932	49,084	46,593	50,243	55,800	55,800	58,600
<b>Operating</b>								
Snow Removal	10,350	24,394	47,567	11,918	23,066	28,900	31,200	38,200
Street Lights	8,491	8,380	14,656	1,997	7,977	8,100	8,200	8,200
Street Signs	1,608	184	24	65	152	200	-	-
R-O-W Landscaping/Mowing	46,354	30,010	31,531	34,668	30,577	35,800	35,800	36,000
Tree Trimming/Emergency Removal	1,325	4,775	3,700	1,675	-	-	-	-
Auto Expense	2,108	2,974	1,599	1,371	4,553	3,000	200	200
Fuel Expense	1,256	1,230	1,449	1,089	1,575	1,700	1,800	1,800
Utilities - Road	13,018	14,502	11,772	16,968	10,178	12,200	10,300	10,500
Total Operating	84,510	86,449	112,298	69,751	78,078	89,900	87,500	94,900
Road Tools & Supplies	557	292	16	103	1,095	1,500	600	1,000
Road Repairs & Maintenance	6,335	18,136	22,692	19,851	13,545	15,000	7,800	17,500
Road Irrigation Maintenance	-	-	902	1,332	751	-	600	-
Total tools and repairs	6,892	18,428	23,610	21,286	15,391	16,500	9,000	18,500
<b>Capital additions</b>								
Road Capital Projects	31,200	-	-	10,969	11,690	67,500	65,200	402,600
Cap Proj - Big Bend Lighting	-	738	84,957	-	-	-	-	-
Road Engineering	4,353	36,858	16,449	9,360	27,033	-	35,500	58,000
Street Scape Grant Engineering	-	-	-	-	-	-	-	-
Total Capital Additions	35,553	37,596	101,406	20,329	38,723	67,500	100,700	460,600
Total	168,977	188,405	286,398	157,959	182,435	229,700	253,000	632,600
<b>Excess (deficiency) of revenues over (under) expenses</b>	<b>(143,909)</b>	<b>(162,096)</b>	<b>(263,905)</b>	<b>(120,681)</b>	<b>(150,253)</b>	<b>(196,400)</b>	<b>(226,500)</b>	<b>(606,200)</b>
<b>OTHER SOURCES(USES) OF FUNDS</b>								
Transfer To Road from CIST	143,851	162,094	287,953	97,150	153,920	196,400	225,000	606,200
<b>CHANGES IN FUND BALANCES</b>	<b>(58)</b>	<b>(2)</b>	<b>24,048</b>	<b>(23,531)</b>	<b>3,667</b>	<b>-</b>	<b>(1,500)</b>	<b>-</b>
<b>FUND BALANCE -</b>								
Beginning of Year	<b>(578)</b>	<b>(636)</b>	<b>(638)</b>	<b>23,410</b>	<b>(121)</b>	<b>3,546</b>	<b>3,546</b>	<b>2,046</b>
End of Year	<b>\$ (636)</b>	<b>\$ (638)</b>	<b>\$ 23,410</b>	<b>\$ (121)</b>	<b>\$ 3,546</b>	<b>\$ 3,546</b>	<b>\$ 2,046</b>	<b>\$ 2,046</b>

**CITY OF TWIN OAKS, MISSOURI -  
CAPITAL IMPROVEMENTS FUND  
STATEMENTS OF REVENUES, EXPENSES AND FUND BALANCES  
FOR THE SEVEN FISCAL YEARS ENDING DECEMBER 31, 2023**

	ACTUAL					BUDGET	FCAST	BUDGET
	2017	2018	2019	2020	2021	2022	2022	2023
<b>REVENUES</b>								
Capital Improvements Sales Tax	\$ 245,705	\$ 217,342	\$ 246,985	\$ 224,340	\$ 248,598	\$ 240,100	\$ 272,100	\$ 283,000
Miscellaneous Revenue	-	-	-	5,051	-	-	-	-
Interest Income	4,766	282	-	-	-	-	1,100	1,100
Total	250,471	217,624	246,985	229,391	248,598	240,100	273,200	284,100
<b>EXPENSES</b>								
Capital Outlay	-	15,450	-	-	26,883	-	4,600	-
Twin Oaks City Center	1,823,628	169,552	-	-	-	-	-	-
Capital Outlay - Project 4	-	32,650	-	-	-	-	-	-
Village Hall Construction	53,418	55	-	-	-	-	-	-
Website Update	-	154	4,179	-	-	-	-	-
Total Capital Outlay	1,877,046	217,861	4,179	-	26,883	-	4,600	-
Debt Service - Principal	40,460	81,209	84,331	87,889	91,454	87,900	95,200	95,200
Debt Service - Interest	30,933	61,578	58,297	54,883	51,332	54,900	47,700	47,700
Debt Service	71,393	142,787	142,628	142,772	142,786	142,800	142,900	142,900
Total	1,948,439	360,648	146,807	142,772	169,669	142,800	147,500	142,900
<b>Excess (deficiency) of revenues over (under) expenses</b>	<b>(1,697,968)</b>	<b>(143,024)</b>	100,178	86,619	78,929	97,300	125,700	141,200
<b>OTHER SOURCES(USES) OF FUNDS</b>								
Transfer From CIST (To) Road	(143,851)	(162,094)	(287,953)	(97,150)	(153,920)	(196,400)	(225,000)	(606,200)
Transfer (To) CIST From PARK	28,600	142,787	85,672	85,672	57,200	57,200	57,200	57,200
Transfer (To) CIST From General	42,900	-	57,115	57,115	85,700	85,700	85,700	85,700
Total Transfers	(72,351)	(19,307)	(145,166)	45,637	(11,020)	(53,500)	(82,100)	(463,300)
Debt proceeds	1,600,000	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>1,527,649</b>	<b>(19,307)</b>	<b>(145,166)</b>	<b>45,637</b>	<b>(11,020)</b>	<b>(53,500)</b>	<b>(82,100)</b>	<b>(463,300)</b>
<b>CHANGES IN FUND BALANCES</b>	<b>(170,319)</b>	<b>(162,331)</b>	<b>(44,988)</b>	132,256	67,909	43,800	43,600	(322,100)
<b>FUND BALANCE -</b>								
Beginning of Year	836,083	665,764	503,433	458,445	590,701	658,610	658,610	702,210
End of Year	\$ 665,764	\$ 503,433	\$ 458,445	\$ 590,701	\$ 658,610	\$ 702,410	\$ 702,210	\$ 380,110



**CITY OF TWIN OAKS, MISSOURI -  
SEWER LATERAL FUND  
STATEMENTS OF REVENUES, EXPENSES AND FUND BALANCES  
FOR THE SEVEN FISCAL YEARS ENDING DECEMBER 31, 2023**

	ACTUAL					BUDGET	FCAST	BUDGET
	2017	2018	2019	2020	2021	2022	2022	2023
<b>REVENUES</b>								
Sewer lateral fees	\$ 4,783	\$ 4,657	\$ 4,248	\$ 3,799	\$ 4,879	\$ 4,700	\$ 3,900	\$ 3,900
Interest Income	269	296	1,951	215	44	100	100	100
Total	5,052	4,953	6,199	4,014	4,923	4,800	4,000	4,000
<b>EXPENSES</b>								
Operating	3,836	-	1,923	3,993	20,943	4,500	7,200	4,000
Total	3,836	-	1,923	3,993	20,943	4,500	7,200	4,000
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENSES AND CHANGES IN FUND</b>	1,216	4,953	4,276	21	(16,020)	300	(3,200)	-
<b>FUND BALANCE -</b>								
Beginning of Year	52,399	56,198	61,151	65,427	65,448	49,428	49,428	46,228
End of Year	\$56,198	\$61,151	\$65,427	\$65,448	\$49,428	\$49,728	\$46,228	\$46,228

**CITY OF TWIN OAKS, MISSOURI**  
**CAPITAL IMPROVEMENT PROGRAM**  
**FOR THE TWO FISCAL YEARS ENDING DECEMBER 31, 2023**

PROJECT DESCRIPTION	Acct. No.	2022		2023
		Budget	Forecast	
Bike Replacement	4-702		\$ 4,572	
Boly Lane Apron Repair	1-701	18,000		
Boly Lane Apron Repair - Design and Bid	1-709		5,425	
Crescent Ave. Sidewalk - Design and Survey	1-709	40,000	26,740	58,000
Crescent Ave. Sidewalk - Stormwater Analysis	2-708		10,750	2,500
Crescent Ave. Sidewalk - Construction (w/ stormwater)	1-701			384,400
Crescent Ave. Sidewalk - ROW Negotiation	1-701	12,000		14,475
Curb Replacement	1-701	38,000	62,000	
Curb Replacement - Design and Bid	1-709		3,350	
Meramec Station Crosswalk	1-701	20,000		
Park Border Fence Replacement	2-701	39,000	39,000	
Park Electric Repair - South Fence Gates	2-701		MIN	
Playground Pavilion Concrete Repair	2-701	10,000	-	
Playground Surface Sinkhole Repair	2-701	3,395	-	
Pond Bridge - Replacement	2-701			88,000
Pond Bridge - Inspection/Design	2-709		5,000	
Radar Sign Replacement	1-701	3,750	3,240	3,750
Split Rail Fence	2-701	6,000	6,350	
Stone Bridge - Pond Leak	2-701	3,000	-	
		\$193,145	\$166,427	\$551,125

**SUMMARY BY ACCOUNT NUMBER**

Road - Capital Projects	1-701	91,750	65,240	402,625
Road - Engineering	1-709	40,000	35,515	58,000
Parks & Stormwater - Park Capital Projects	2-701	61,395	45,350	88,000
Parks & Stormwater - Stormwater Engineering	2-708	-	10,750	2,500
Parks & Stormwater - Parks Engineering	2-709	-	5,000	-
CIST - Capital Projects	4-702	-	4,572	-
		\$193,145	\$166,427	\$551,125

**AN ORDINANCE AMENDING CHAPTERS 135, 155, AND 215  
OF THE TWIN OAKS MUNICIPAL CODE AND ADOPTING  
A NEW CHAPTER 216 THERETO, ALL RELATING TO  
MAINTENANCE OF TREES AND OTHER ITEMS IN THE  
RIGHT-OF-WAY.**

WHEREAS, City of Twin Oaks staff and the Board of Aldermen have observed that the Twin Oaks Code contains numerous code sections relating to the responsibilities for trees, limbs, shrubs, and other items in or affecting the City's right-of-way that contain sometimes inconsistent or incoherent regulations; and

WHEREAS, the Board of Aldermen has studied the issue and believes amendments to the Twin Oaks Code are necessary to reorganize the Code sections but to revise them so that they properly articulate the duties and responsibilities of property owners with regard to public right-of-way adjacent to their property and the coextensive rights and responsibilities of the City regarding the rights-of way; and,

WHEREAS, the Board of Aldermen desires to amend the Twin Oaks Code to accomplish those goals; and,

WHEREAS, the Board of Aldermen finds that the amendments are in the best interest of the City to secure the general health, safety, and welfare of the City and its citizens.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, AS FOLLOWS:**

**Section 1.** Chapter 155, *Maintenance of Public Rights of Way*, of the Twin Oaks Municipal Code is repealed in its entirety.

**Section 2.** Chapter 135, *Boards, Commissions and Committees*, of the Twin Oaks Municipal Code is hereby amended by repealing seven (7) sections, namely Sections 135.070, 135.080, 135.090, 135.100, 135.110, 135.120, and 135.130 of Article II *Tree Board*, in their entirety. Section 135.060 is not affected and shall remain in full force and effect.

**Section 3.** Article II, *Weeds and Vegetation; Trees*, of Chapter 215 *Nuisances*, is amended to: Change to title to Article II to *Weeds, Vegetation and Accumulated Trash*; combine Sections 215.100 and 215.110 as an amended Section 215.100 entitled, *Excessive Growth of Weeds and Vegetation and Accumulation of Trash; Liability of Property Owner*; and to repeal Section 215.110, all to read as follows:

**Article II**

**Weeds, Vegetation and Accumulated Trash**

**Section 215.100 Excessive Growth of Weeds and Vegetation and Accumulation of Trash;  
Liability of Property Owner**

A. Tall Grass or Accumulation of Trash

1. No person shall cause or permit the growth of any grass, weeds, or rank vegetation to attain a height more than twelve (12) inches upon any property located within the City. Any

owner who shall cause or permit any weeds or rank vegetation growth to attain a height more than twelve (12) inches shall be deemed to have committed a public nuisance.

2. No person shall cause or permit the trash to accumulate on any part of any lot or ground within the City. Any owner who shall cause or permit the accumulation of trash shall be deemed to have committed a public nuisance.

B. Notwithstanding the prohibition in Subsection **(A)(1)** above, grass and other non-noxious vegetation may exceed twelve (12) inches in height if the portion of the property with the growth more than twelve (12) inches is either:

1. A "Woodland" as defined in Section 135.080, as determined by the Code Official in consultation with the City's Community Forest Manager; or

2. A native plant landscape in conformance with a landscape plan prepared by a landscape architect or designed in accordance with the Grow Native! Approach to Garden Design with Prairie Natives (published by the Missouri Prairie Foundation) as determined by the Code Official.

C. *Remedies.* In addition to the remedial provisions set forth in this Article and in order to protect, promote and preserve the public health and safety, it is hereby declared that any person owning any lot within the City and permitting or suffering a growth of grass, weeds or rank vegetation thereon in excess of twelve (12) inches from the soil, except as provided in Subsection **(B)** above, or the accumulation of trash shall be deemed to be in violation of this Article and shall be punished upon conviction as provided in Section 100.220 of this Code.

D. *Joint and Several Responsibility.* Whenever weeds or trash, in violation of this Chapter 215, Chapter 500 (Article VII, Property Maintenance Code) or any other Code Section, are allowed to grow or accumulate on any part of any lot or ground within the City, the owner of the ground, and any tenant, lessee, or occupant thereof, shall be jointly responsible and liable. In case of joint tenancy, tenancy by entireties or tenancy in common, each owner thereof shall be jointly and severally liable. In the case of lots where the occupant differs from the owner, each shall be jointly and severally liable.

E. *Hearing; Notice; Order of Abatement.*

1. For any violation of this Section, the Hearing Officer shall conduct a hearing upon four (4) days' written notice. Notice shall be made in one (1) of the following ways:

a. By personal delivery to the owner or owners, or the owner's agents;

b. By United States Mail, First Class, to the owner or owners, or the owner's agents; or

c. By posting the notice at the property line with the date of hearing and the owner listed on the sign.

2. After holding the hearing and receiving evidence, the Hearing Officer may declare the weeds or trash to be a nuisance and order the same to be abated within five (5) business days after the date of the hearing. If the weeds or trash are not removed within the five (5) business days after the hearing, the City may have the weeds or trash removed, and shall certify the costs of same to the City Clerk.

F. *Special Tax Bill.* Upon receiving the City's certified cost of abatement, the City Clerk shall cause a special tax bill against the property to be prepared and to be collected with other taxes assessed against the property. The special tax bill from the date of its issuance shall be a first lien on the property until paid and shall be prima facie evidence of the recitals therein and of its validity, and no mere clerical error or informality in the same, or in the proceedings leading up to the issuance, shall be a defense thereto. Each special tax bill shall be issued by the City Clerk and delivered to the Collector

for St. Louis County on or before the first day of June of each year. Such tax bills if not paid when due shall bear interest at the rate of eight percent (8%) per annum. Costs for collecting the tax bill, including attorney fees, may be charged in the event a lawsuit is required to enforce a tax bill.

G. *Repeat Violation In Same Growing Season/Calendar Year.* If weeds are allowed to grow, or if trash is allowed to accumulate, on the same property in violation of an ordinance more than once during the same growing season in the case of weeds, or more than once during a calendar year in the case of trash, the City may, without further notification, have the weeds or trash removed and the cost of the same billed in the manner described in Section 215.100(B) above. The provisions of this Subsection G do not apply to lands owned by a public utility and lands, rights-of-way, and easements appurtenant or incidental to lands controlled by any railroad.

**Section 215.110 Reserved.**

**Section 4.** Section 215.120 of Chapter 215 is repealed in its entirety and replaced with a new Section 215.120 to read as follows:

**Section 215.120 Nuisance Trees.**

A. All dead, dying, hazardous, fallen, or decaying trees, or parts thereof, and all trees harboring insects or disease that is not promptly treated or that is not remediable, and that are within the fall zone of any property line, structure or utility, or which constitutes a danger to the health, safety, or welfare of the general public are hereby declared to be a public nuisance and shall be promptly taken down and removed from the premises by the occupant, owner or owners of any tract of land on which the same is situated. The stump shall also be removed down to ground level.

B. Trees shall be cared for property owners according to the standards set forth in Chapter 216. Failure of the property owner to do so constitutes a nuisance.

C. In addition to the remedial provisions set forth in Article I of this Chapter 215. and to protect, promote, and preserve the public health and safety, it is hereby declared that any person failing to comply with the provisions of this Section shall be deemed to be in violation of this Article and shall be punished upon conviction as provided in Section 100.220 of this Code.

**Section 5.** Title II, Public Health, Safety and Welfare, of the Twin Oaks Municipal Code is hereby amended by adopting a new Chapter 216, *Tree Planting, Preservation, Maintenance, and Removal*, to read as follows:

**Chapter 216**

**Tree Planting, Preservation, Maintenance, and Removal**

**Section 216.010 Tree Preservation.**

A. *Purpose and Intent.* The citizens and elected officials of the City of Twin Oaks realize that trees and vegetation are important elements of the character and ambiance of our City. The planting, maintenance and preservation of trees and vegetation during land development has also been determined to be a significant issue affecting the public health, welfare and the City's physical and aesthetic environment. The planting, maintenance and preservation of trees and vegetation will have substantial position effects on storm water management, air quality, quality of water from non-point sources, erosion, flood control, wildlife habitat, noise pollution, energy conservation and property values. It will provide for significant positive aesthetic benefits consistent with the established character of the City of Twin Oaks. The planting, maintenance and preservation of trees has a significant impact to help moderate the effects of sun, cold and wind and the reduction of

pollution and it has a beneficial impact on the general overall well-being of the City of Twin Oaks. Therefore, the mitigation standards as set out in this Chapter apply to all properties within the boundaries of the City of Twin Oaks.

B. *Street Tree Species to be Planted.* The City of Twin Oaks shall maintain an extensive list of recommended trees for planting in public areas. The purpose of this listing will be to maintain diversity in the total tree population. This list shall be available to residents of the City upon request to aid in the selection of trees for private and public properties. The list of recommended trees shall be updated periodically by the Community Forest Manager or Arborist to reflect new developments or species that will affect the population of the community forest.

### **Section 216.020 Definitions.**

As used in this Chapter, the following terms shall have these prescribed meanings:

#### **CALIPER**

The diameter of a tree six (6) inches above ground.

#### **COMMUNITY FOREST MANAGER**

Professional consultant retained by the City to advise staff on the care and maintenance of landscaping throughout the City as well as implementation of the Comprehensive Landscape Master Plan.

#### **COMPREHENSIVE LANDSCAPE MASTER PLAN**

A written document that guides the work of the Tree Board and Park Board. The plan was established in 2003 with extensive community input and provides short- and long-term landscaping recommendations throughout the City.

#### **CONIFEROUS TREE**

A tree that is typically evergreen such as pine, spruce, fir, or hemlock.

#### **DBH**

The diameter of a tree at breast height which shall be measured at four (4) feet above ground.

#### **DECIDUOUS TREE**

A tree that typically loses its leaves or needles in the fall (autumn).

#### **DEVELOPMENT**

The performance of any building activity or the making of any material change to any structure or natural surface of land to include activities that change or disturb the natural surface of the land such as clearing, excavating and filling; or any change in the use or appearance of any structure or land; or the division of land into two (2) or more parcels for the creation or termination of rights of access.

#### **LANDMARK TREES**

A tree in fair or better condition\* which equals or exceeds these diameter sizes:

1. Large hardwoods (oaks, hickories, etc.) — twenty-four (24) inches DBH.\*\*
2. Large hardwoods (pines, spruces, etc.) — twenty (20) inches DBH.\*\*

\**Fair or better condition* is defined as a tree having a normal life expectancy, a relatively sound and solid trunk with no extensive decay, no more than one (1) major and several minor dead limbs (hardwoods only) and no major insect or disease problems.

\*\*A lesser-sized tree can be considered a landmark tree if it is a rare or unusual species, of exceptional quality or of historical significance. Landmark trees may be designated by the City of Twin Oaks Tree Board or the Community Forest Manager.

#### LARGE TREES

Trees attaining a mature height of forty-five (45) feet or more and/or a mature spread of thirty (30) feet or more.

#### LIMIT OF DISTURBANCE

A line as shown on the site plan and tree preservation plan that identifies the limit of construction, grading or excavation activity of any kind. This line will typically delineate the tree preservation area.

#### MAINTAIN

To plant, mulch, water, trim as necessary and remove if dead or diseased.

#### MEDIUM TREES

Trees attaining a mature height of thirty (30) to forty-five (45) feet and/or a mature spread of twenty (20) feet or more.

#### NATURAL WATERCOURSE

A channel formed in the existing surface topography of the earth prior to man-made changes.

#### PARK TREES

Trees located within City-owned public parks.

#### PRIVATE COMMUNITY FOREST

All trees within municipal boundaries but not owned by the City.

#### PRIVATE TREE

A tree located on privately owned property (i.e., not owned by the City of Twin Oaks).

#### PROPERTY OWNER

All owners, lessees, or occupants, and all managers, agents or representatives of such owners, lessees, or occupants of privately owned real property in the City.

#### PUBLIC COMMUNITY FOREST

All street and park trees and other trees owned by the City as a total resource.

#### RIGHT-OF-WAY or ROW

As defined in Section 515.020 of this Twin Oaks Municipal Code.

#### SMALL TREES

Trees attaining a mature height of up to thirty (30) feet and a mature spread of approximately twenty (20) feet or less.

#### STREET TREES

Trees located in the right-of-way.

#### TRACT

The total area of a parcel, site, lot or ownership of land upon which development or land disturbance is proposed irrespective of the actual limits or size of the proposed development or land disturbance activity.

#### TREE

A woody plant that grows mostly upright as a single stem (rarely multistem) that may eventually attain a height of fifteen (15) feet or more. "Tree" when used herein, includes tree limbs.

#### TREE CANOPY COVERAGE

The area in square feet of a tree's branch spread. Existing tree canopy is determined by measuring the ground surface area that is covered by the branch spread of a single tree or clump or grove of trees.

#### TREE TOPPING

The drastic removal or cutting back of large branches in mature trees leaving large, open wounds which subjects the tree to disease and decay. Topping causes immediate injury to the tree and ultimately results in early failure or death of the tree.

#### WATER BODY

An accumulation of water that is large enough to maintain ten thousand (10,000) square feet of surface area throughout the year.

#### WOODLAND

Any area over five thousand (5,000) square feet of tree canopy coverage having thirty percent (30%) or more of its trees two and one-half (2½) inches in diameter (DBH) or greater.

### **Section 216.030 Tree Planting Requirements—New Development/Redevelopment.**

A. *Minimum Requirements.* Landscaping and tree planting are required in all new property developments. Required minimum landscaping and tree planting shall include the following:

1. Street Trees. Unless the Planning and Zoning Commission and the Tree Board determine a more appropriate way of providing required street trees, trees shall be planted along all streets, whether streets are existing or to be built as part of development and whether streets are, or are intended to be, public or private, at a ratio of at least one (1) two-and-one-half-inch-caliper deciduous tree for every forty (40) feet of street frontage.
2. Parking Lot Trees. Parking lots shall be landscaped with at least one (1) two-and-one-half-inch-caliper tree for every twenty-five (25) parking spaces. Trees planted in the landscaped planting areas shall be situated a minimum of three (3) feet from any curb. All compacted soil within the area to be landscaped shall be removed to a depth of not less than two (2) feet and shall be backfilled with topsoil. The configuration of the landscaped planting areas and the spacing of these trees shall be determined during the site plan review process and shall be arranged to maximize the amount of shaded areas within parking lots.
3. Screening and Transition Strip Requirements. Screening and transition strips as required for various developments are based on proposed land use and the land use of adjacent properties.
4. Landscaping Plan. A landscaping plan, demonstrating proposed compliance with the above requirements, is required for all new property developments. Whether residential or non-residential property, landscaping plan shall be submitted to and approved by the



Planning and Zoning Commission and the Board of Aldermen. No landscape plan hereunder is necessary for the development or redevelopment of a standalone lot for a single-family residential structure.

B. *Compliance with Landscape Master Plan.* If a new development or redevelopment includes a focus area identified in the Comprehensive Landscape Master Plan, the developer shall comply with the Plan requirements unless modified by the Board of Aldermen upon recommendation of the Planning and Zoning Commission.

C. *Distance and Clearance Requirements.* Unless otherwise stipulated in this Chapter or approved through the zoning process, in all areas of the City, trees and shrubs must be planted at least four (4) feet from the curb, corners and fire hydrants.

**Section 216.040 Tree Care and Maintenance.**

A. The City finds it necessary and proper to maintain streets, sidewalks, and rights-of-way free of overhanging, obstructive, or hazardous tree branches or other vegetation.

1. Park trees shall be maintained by the City or its contractors upon verification of qualifications.
2. Street trees shall be maintained by the adjoining property owner. If there is not an adjoining private property, then the street trees shall be maintained by the City. Any street tree identified as a nuisance tree may be designated by the City for removal at the adjoining property owner's expense.
3. The City shall have the right to maintain trees on public property as may be necessary to ensure the public safety.
4. Nothing above shall prohibit the City, at its own expense, from planting, maintaining, pruning, or removing any street tree within the public right-of-way as deemed appropriate by the City to improve public infrastructure, for public safety or for other public purposes. The City's decisions as to planting, maintaining, pruning, or removing any street tree within the public right-of-way hereunder are not appealable.

B. *Community Tree Standards.*

1. All work on public and private trees will be consistent with American National Standard Institute A300, Standard Practices for Woody Plant Maintenance.
3. All growth over streets and travelled (vehicular and pedestrian) rights-of-way shall be trimmed to a height of fourteen (14) feet above and three (3) feet along roadways and streets.

C. *Tree Topping.* It shall be unlawful as a normal practice for any person, firm or City department to top any street tree, park tree or other tree on public property. Trees severely damaged by storms or other causes or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this Section at the determination of the Community Forest Manager or Tree Board.

D. *Overhead Electric Lines.* Unless danger against contact with high voltage overhead lines (as defined in Section 319.070 RSMo.) has been guarded against as provided in the Missouri Overhead Powerline Safety Act (Section 319.083 RSMo.), no person, individually or through an agent or employee, shall store, operate, erect, maintain, move or transport any tools, machinery, equipment, supplies or materials or any other device that conducts electricity, within ten (10) feet of any high voltage overhead line, or perform or require any other person to perform any function or activity, such as tree trimming or removal, upon any land, building, highway or other premises, if at any

time during the performance thereof it could reasonably be expected that the person performing the function or activity could move or be placed within ten (10) feet of any high voltage overhead line.

E. *Removal of Stumps.* All stumps of street, private, and park trees shall be removed at or below the surface of the ground so that the top of the stump shall not project above the surface of the ground.

**Section 216.050 Duty of Property Owners — Decayed, Diseased or Hazardous Trees.**

A. *Standards.* It shall be unlawful for the property owner of any lot or parcel of ground in the City to maintain or allow any private tree or tree limb to stand upon such lot or parcel of ground, or street tree or limb on the abutting right-of-way to such lot or parcel, which, due to an infested, diseased, decayed or hazardous condition or for any other reason, endangers or is likely to injure any person or property in and upon a street, right-of-way, or any adjacent property in the City or is likely to cause damage to any tree of other landowners by the spread of a contagious disease or insects.

B. *Property Owner Responsibility.* It shall be the duty of the property owner to properly cause such private trees, street trees, or tree limbs as are described in Subsection (A) of this Section to be cut down, trimmed, removed, or otherwise remediated, and no tree or tree limb in the City which has been cut down or which has fallen shall be permitted to remain in or upon any sidewalk, street or adjacent property in the City or so near thereto as to endanger any person thereon and it shall be the duty of the property owner to cause the same to be promptly removed and it shall be unlawful for any such property owner to fail so to do as set forth in subsection E.

C. *Nuisances.* If street trees and private trees that cause obstructions, are in a hazardous condition, present insect or disease problem, or otherwise are determined to be a danger to public health or safety and declared a nuisance by the Community Forest Manager, then the City Clerk may order such to be pruned, removed or treated. This includes, but is not limited to, trees diagnosed with dutch elm disease, oak wilt, or emerald ash borers.

D. *Procedure.*

1. Notice to Prune, Remove or Treat. Should any property owner bordering on any street fail to prune, remove or treat street or private trees as herein provided, the City Clerk shall order such person, within ten (10) days after receipt of written notice, to so prune, remove or treat such trees.
2. Order Required. The order required herein shall be served by hand-delivering, emailing, or mailing a copy of the order to the last known address of the property owner by certified or registered mail.
3. Appeal. The property owner has the right to appeal the order to prune, remove or treat by appealing as provided in Section 215.060. The property owner may present any evidence or exhibits to support his/her position that the tree does not need to be pruned or removed or that the cost of the "order" is excessive. If the Hearing Officer upholds the order, the property owner has an additional seven (7) days (or a longer time as may be granted by the Hearing Officer) from the decision to complete the required pruning, removal or treatment.
4. Failure To Comply. When a person to whom an order is directed shall fail to comply within the specified time, it shall be lawful for the City to prune, remove or treat such trees and the cost thereof shall be assessed to the property owner as set forth in Section 215.060. Nothing herein shall limit the City's additional remedies as set forth in Section 100.220 and elsewhere.

E. *Emergencies.* Notwithstanding the procedures set forth in subsection D, the following procedure is applicable in emergency situations.

1. If a street tree or private tree, or portion thereof, falls or threatens to fall into, over, across, or upon the right-of-way causing a dangerous or impassable situation or otherwise causes an imminent threat to the health, safety, and welfare of the public, the City may, at its cost, cause the tree to be cut, moved, and/or removed immediately with or without prior notice to the responsible property owner. The City emergency action shall not relieve the property owner from their responsibilities under Subsection B above, Section 215.120, or elsewhere in the Code for the remaining clean-up and removal of the tree, limbs, and debris on the right-of-way and private property.
2. When an emergency has been declared by the Mayor, County or Governor, City property owners shall be allowed to collect and place trimmed greenery upon public rights-of-way adjacent to their property. Such privilege shall extend for a period of two (2) weeks following the declaration of an emergency and the City shall, at its expense, provide for the expedient removal of such materials during that time.
3. To address the need for emergency services in clearing streets and rights-of-way, the Board of Aldermen may maintain a contractual relationship with one (1) or more maintenance services dedicated to respond within twelve (12) hours following notice by the City Clerk or Mayor of an emergency.

**Section 216.060 Obstructions In Sight Triangle and Right-of-Way.**

A. It shall be unlawful for any person who owns, manages, or occupies any premises within the City to allow trees, shrubs, plants, or other vegetation to be planted or allowed to grow in such a manner as to materially obstruct vision in the sight triangle and right-of-way. Plantings and landscaping less than thirty (30) inches in height shall be exempt from these provisions unless declared a nuisance.

B. Property owners shall trim all vegetation that obstructs the view or passage on any street, sidewalk, or bike path. Street Tree or Private Tree limbs shall be pruned to fourteen (14) feet or more in height above the road elevation. Dead limbs shall be removed to prevent becoming a hazard to vehicular and pedestrian traffic. All vegetation shall be trimmed so it shall not obstruct any street or traffic sign.

**Section 216.070 Damage to Street Trees and Landscaping.**

Any person who causes damage to any street tree, shrub, park tree, etc., shall replace said tree or shrub with one of equal value.

**Section 216.080. Violations and Penalties.**

In addition to any abatement proceedings set forth herein, any person, firm, or corporation violating any provisions of this Chapter shall be subject to the general penalty provision of Section 100.220 of this Code.

**Section 216.090. Review of Decisions; Appeal.**

Any person aggrieved by a decision of the City or any official thereof pursuant to the authority in this Chapter, may file an appeal pursuant to Chapter 150 of the City Code to the extent subject to the scope therein; provided that nothing in such appeal shall limit the authority of the City to abate any nuisance pending such appeal.

**Section 6.** Article VII, *Property Maintenance Code*, of Chapter 500 *Building Regulations and Code Adoptions*, is amended by adding a new Section 500.105 pertaining to maintenance of exterior structures, premises, and abutting right-of-way, to read as follows:

**Section 500.105 Maintenance of Exterior of Structures and Premises; Maintenance of Abutting Right-of-Way.**

A. *Property Maintenance.* All existing residential and nonresidential structures and all existing premises shall be maintained in accordance with the Property Maintenance Code adopted in Section 500.090 (the "Property Maintenance Code") with the exterior of such structures being maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare as set forth in Chapter 3 of the Property Maintenance Code.

B. *Right-of-Way Maintenance.* The requirements of the Property Maintenance Code for the Exterior Property and Premises (as defined therein) expressly include and shall extend to the abutting right-of-way of each lot to the back of pavement, and shall additionally require:

1. All property owners, lessees or occupants, and all agents or representatives of such owners, lessees or occupants ("Responsible Persons") shall be obligated and required to maintain, at their own expense, any and all physical objects, including, but not limited to, trees, shrubs, bushes, grass, ground cover, porticos, stoops, awnings, area ways, walls or other landscaping, structures or things of any kind, but excluding utilities (collectively referred to as "encroachments") that exist in or encroach upon the right-of-way ("ROW") adjoining their property or within any sight triangle (including encroachments that interfere with the use of any City street or sidewalk located in the ROW) so that the ROW is kept in a reasonably safe condition for use in the usual modes by day and night and with no obstruction or interference with its use by the City or the public. Responsible Persons shall be solely responsible for any damage or repairs to any encroachments placed in the ROW caused by the City's work in the right-of-way and neither the City nor any of its employees, agents or contractors shall be liable for any damage to any electric pet fence cables, lawn sprinkler lines, sprinkler heads or other encroachments located in the ROW.

2. Any physical object, including underground items such as electric pet fences, irrigation systems, or drainage piping, that encroach into, upon, over, or under a right-of-way and obstructs or interferes with the use of such right-of-way or makes the use of the right-of-way unsafe shall be deemed a nuisance and any Responsible Persons under Subsection B.1 of this Section shall be guilty of an ordinance violation. The City shall have the right to remove such nuisance in accordance with the provisions of the Nuisance Code (Chapter 215) or immediately if in the determination of the City the nuisance causes an unsafe condition in the right-of-way requiring prompt attention.

3. The requirement to maintain the ROW and remove encroachments (or parts thereof) that obstruct or interfere with or affect the safety of the use of a right-of-way or affect sight distance shall apply regardless of the person responsible for creating, placing, or planting the object that obstructs, interferes with or affects the safety of the use of the right-of-way.

C. *Enforcement; Violation and Penalties.* Failure to comply with this Section is a violation of the Property Maintenance Code and subject to the abatement provisions of the Property Maintenance Code, as well as the penalty provision in Section 500.180, and is declared to be a nuisance pursuant to Chapter 215 and subject to the abatement and penalty provisions thereof.

**Section 7.** This Ordinance shall be in full force and effect on and after its passage and approval by the Mayor.

PASSED AFTER HAVING BEEN READ IN FULL OR BY TITLE TWO TIMES PRIOR TO PASSAGE BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, THIS 1<sup>ST</sup> DAY OF MARCH 2023.

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Russ Fortune, Mayor

Attest:

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Frank Johnson, City Clerk/Administrator

# City Clerk/Administrator's Report

City of Twin Oaks, Board of Alderman

**February 24, 2023**

## General Updates

### **Waste Collection Contract**

- The first pickup for the new waste collection service will be for recycling on Friday, March 3. Gateway will be delivering the new trash and recycling containers to residents on Saturday, February 25. Waste Management has stated that they will pick up the old containers on March 1.

## Project Updates

### **Pedestrian Bridge Replacement**

- SCE will be at the Park Committee's next meeting on March 9 to review the options for the bridge replacement. They will then attend the Board meeting on March 15 where the Board will consider the Park Committee's recommendation and select a bridge model.
- Once the bridge model is selected, the City will then finalize the contract with SCE and place the bridge order. As the engineering assessment of the abutments will likely still be ongoing, the contract will include that as an optional additional cost.

### **Crescent Ave. Sidewalk**

- The City received the easement exhibits from BFA on Feb. 24 and they have been shared with ORC so that they can begin preparing the offer letters.

### **Fireworks Contract**

- Staff is continuing to work with Arc Pyrotechnics to finalize the contract for the July 3rd display. There has been some back-and-forth on some legal details, but the contract should be ready for Board approval at the March 15 meeting.