

**CITY OF TWIN OAKS
BOARD OF ALDERMEN MEETING
BOARD CHAMBER, TWIN OAKS TOWN HALL
1381 BIG BEND ROAD
WEDNESDAY, JULY 6, 2022, 7:00 p.m.**

This meeting of the Twin Oaks Board of Aldermen will be livestreamed on Facebook so that the public may watch and listen to the meeting virtually. The livestream of the meeting will be accessible by tablet/laptop/PC or mobile device at www.facebook.com/twinoaksmo.

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 June 15, 2022
 - b) Bills List from June 11 through July 1, 2022
- 6) REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
 - a) Police Report
- 7) PRELIMINARY CITIZEN COMMENTS

(Remarks shall be limited to three (3) minutes on any one subject unless time is extended by the Board)
- 8) NEW BUSINESS
- 9) OLD BUSINESS
 - a) Resolution No. 2022-16: A RESOLUTION OF THE TWIN OAKS BOARD OF ALDERMEN APPROVING AN AGREEMENT WITH THOUVENOT, WADE & MOERCHEN, INC. FOR BRIDGE INSPECTION SERVICES.
- 10) DISCUSSION ITEMS
 - a) Prosecuting Attorney RFP
 - b) Accounting Services RFP
 - c) Crescent Ave Sidewalk Project – Grant Funding
- 11) ATTORNEY’S REPORT
- 12) CITY CLERK’S REPORT

13) MAYOR AND ALDERMEN COMMENTS

14) FINAL CITIZEN COMMENTS

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

15) ADJOURNMENT

Frank Johnson
City Clerk/Administrator

POSTED: July 5, 2022, 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, JUNE 15, 2022**

Mayor Russ Fortune called the meeting of the Twin Oaks Board of Aldermen to order at 7:00 p.m. Roll Call was taken:

Mayor: Russ Fortune – yea

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

Also Present: Frank Johnson, City Clerk/Administrator
Paul Rost, City Attorney
Jeff Blume, Financial Consultant-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 Fortune asked for a motion to approve the agenda. Alderman April Milne so motioned, seconded by Alderman Dennis Whitmore. The motion passed by a voice vote.

APPROVAL OF THE CONSENT AGENDA

Mayor Fortune asked for a motion to approve the Consent Agenda consisting of the Regular Session Minutes of June 1, 2022; Bills list from May 28 through June 10, 2022; and the Credit Card List from May 1 through May 31, 2022. Alderman Milne asked about a late fee on the credit card and City Clerk/Administrator Frank Johnson explained the charge was due to a late payment. Following the explanation Alderman Whitmore motioned to approve the Minutes, seconded by Alderman Tim Stoeckl. The motion passed by a voice vote.

REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS

Financial Report: Financial Consultant, Jeff Blume, reported that the City of Twin Oaks is in great financial standing. The Enterprise Bank Debt Service account has been zeroed out, due to the refinancing of the City Hall debt. Revenue collections are up and spending is down.

Park Committee: Park Committee Chairman, Joe Krewson reported that the split rail fencing in the park has been completed and looks beautiful. The basketball backboards are still presenting a problem with installation, but they are hoping to have issues resolved ASAP. Parks Committee

has booked Vince Martin to perform for the August 20 concert date. The Park Committee recommended to the board to have a set time and day for all concerts. Following a brief discussion the Board agreed to have Saturday's from 7:00 to 9:00 pm be the date and time for all concerts. Water Play Day is set for July 20 from 11:00 am to 2:00 pm. The Park Committee has begun planning for Family Fun Day scheduled for October 1, 2022. The Park Committee requested a few changes to the Park Pavilion Application. Park Committee submitted to the board a request to have the bathrooms at the park remain open till 10:00 pm to correspond with the closing hour of the Park. Following a discussion the board agreed to have the lock timers changed on the bathroom doors from 9:30 pm 10:00 pm. The board requested City Clerk/Administrator Frank Johnson to explore other options for remotely locking the parks bathroom doors.

PUBLIC HEARING

City Clerk/Administrator Johnson recommended to the board a number of proposed changes to Chapter 400 of the City of Twin Oaks Municipal code. Chapter 410 pertains to clarification of sign regulations. The Code will now read that there are no permits required for temporary signs in residential districts or temporary widow signs in the commercial district. Chapter 400, section 400.550 pertains to reducing the number of citizen members serving on the Planning and Zoning Commission from nine down to seven. Chapter 400, section 400.390 pertains to the parking of trailers and recreational vehicles in the driveways of residential homes. The recommend change would allow such vehicles to be temporarily parked in driveways in the front yard for the purposes of loading and unloading. Chapter 400, Section 400.450 pertains to non-conforming uses. The zoning codes established in the 1980s create a challenge for many existing residential buildings in terms of the setback requirements. Amending this section will allow residents that have minor encroachments to not have to go through the variance process when making changes or additions to their home. Following each explanation, City Clerk/Administrator Johnson answered questions.

PRELIMINARY CITIZEN COMMENTS

There were no preliminary citizen comments

NEW BUSINESS

Bill No. 22-11: An Ordinance Authorizing the Mayor to Execute on Behalf of the City a Rights-Of-Way Use Agreement with Everstream Solutions LLC. City Clerk/Administrator Johnson read the ordinance. This Bill is allowing Everstream LLC to install fiber optic cable on the Meramec Station Road south of Big Bend Road. Mayor Fortune asked for any questions regarding Bill No. 22-11. Alderman Whitmore motioned to approve Bill No. 22-11, seconded by Alderman Milne, and the motion passed on a roll call vote as follows: Alderman Milne-yea, Alderman Whitmore-yea, and Alderman Tim Stoeckl-yea, Alderman Eisenhauer-absent. Mayor Fortune stated that Bill No. 22-11 being duly passed becomes Ordinance No. 22-11.

Bill No. 22-12: An Ordinance Approving Text Amendments to Article XIII, Non-Conforming uses, of the Zoning Code of the City of Twin Oaks. City Clerk/Administrator Johnson read the Ordinance. Mayor Fortune asked for any questions regarding Bill No. 22-12.

Mayor Fortune asked for a motion to approve Bill No. 22-12. Alderman Milne motioned to approve Bill No. 22-12, seconded by Alderman Whitmore, and the motion passed on a roll call vote as follows: Alderman Milne-yea, Alderman Whitmore-yea, Alderman Stoeckl-yea and Alderman Eisenhauer-absent. Mayor Fortune stated that Bill No. 22-12 being duly passed becomes Ordinance No. 22-12.

Bill No. 22-13: An Ordinance Approving Text Amendment to Section 400.390 of the Zoning Code of the City of Twin Oaks Pertaining to Residential Parking Requirements. City Clerk/Administrator Johnson read the Ordinance. Mayor Fortune asked for any questions regarding Bill No. 22-13. Alderman Whitmore motioned to approve Bill No. 22-13, seconded by Alderman Milne and the motion passed on a roll call vote as follows: Alderman Milne-yea, Alderman Whitmore-yea, Alderman Stoeckl-yea and Alderman Eisenhauer-absent. Mayor Fortune stated that Bill No. 22-13 being duly passed becomes Ordinance No. 22-13.

Bill No. 22-14: An Ordinance Approving a Text Amendment to the Zoning Code of the City of Twin Oaks Reducing the Membership of the Planning and Zoning Commission. City Clerk/Administrator Johnson read the Ordinance. Mayor Fortune asked for any questions regarding Bill No. 22-14. Alderman Tim Stoeckl motioned to approve Bill No. 22-13, seconded by Alderman Whitmore and the motion passed on a roll call vote as follows: Alderman Milne-yea, Alderman Whitmore-yea, Alderman Stoeckl-yea and Alderman Eisenhauer-absent. Mayor Fortune stated that Bill No. 22-14 being duly passed becomes Ordinance No. 22-14.

Bill No. 22-15: An Ordinance Approving a Text Amendment to the Section 410.120 of the Sign Regulations of the City of Twin Oaks Pertaining to Sign Permit Requirements. City Clerk/Administrator Johnson read the Ordinance. Mayor Fortune asked for any questions regarding Bill No. 22-15. Alderman Milne motioned to approve Bill No. 22-15, seconded by Alderman Stoeckl and the motion passed on a roll call vote as follows: Alderman Milne-yea, Alderman Whitmore-yea, Alderman Stoeckl-yea and Alderman Eisenhauer-absent. Mayor Fortune stated that Bill No. 22-15 being duly passed becomes Ordinance No. 22-15.

Resolution No. 2022-16: A Resolution of the Twin Oaks Board of Aldermen Approving an Agreement with Thouvenot, Wade & Moerchen, Inc. for Bridge Inspection Services. City Clerk/Administrator Johnson read the Resolution. This is a Resolution hiring a Structural Engineering Company to make a full inspection of the existing bridge structure in the Twin Oaks Park. Mayor Fortune asked for any questions regarding Resolution No. 2022-16. Following a discussion regarding the cost and clarification on results of this inspection, the board instructed City Clerk/Administrator Johnson to gather more information to present to the board at a later time. Board motioned to table this Resolution until more information can be reviewed by the board. Alderman Milne motioned for table Resolution No. 2022-16, seconded by Alderman Whitmore. The motion passed by voice vote.

Park Pavilion Reservation Policy Revisions: City Clerk/Administrator Johnson recommended to the board three revisions to the Reservation Policy. The recommendations were presented by the Park Committee for review. 1) Limit the Park Pavilion Rental to the Pavilion Only. 2) Adding the Park Hours of Operation to the application and 3) Clarifying clean up and trash collection for

Pavilion rentals. Alderman Whitmore motioned to accept requested revisions as requested, seconded by Alderman Milne. The motion passed by voice vote.

DISCUSSION ITEMS

Capital Improvement Plan-Additional Projects: Public Works Director John Williams brought to City Clerk/Administrator Johnson's attention an area of erosion on Boly Lane that might be a concern. The area is located at 1440 Boly Lane and has a high volume of erosion that is encroaching on City streets. City Clerk/Administrator Johnson proposed that the City build a tiered retaining wall to prohibit further loss of soil and vegetation. Following a discussion, the Board instructed City Clerk/Administrator Johnson to discuss the concerns the City has in regards to the property with the new home owner.

The concrete apron for the entrance to Big Bend Square located between Hardees and Commerce Bank to Meramec Station is in need of replacement. City Clerk/Administrator Johnson stated that he contacted the owners of Big Bend Square with a proposal to work with the City of Twin Oaks to complete the repair in a timely manner. Following a discussion, the Board remarked on numerous areas of concern with the entrances on both Big Bend and Meramec Station and stated that they believe this repairs should be the responsibility of the shopping center owner. The Board instructed City Clerk/Administrator Johnson to contact the owners of Big Bend Square about completing all repairs.

ATTORNEY'S REPORT

City Attorney Paul Rost remarked that the process of acquiring a new Prosecuting Attorney for the City is in progress. City Attorney Rost stated he will have more information to present to the Board at the July 6, 2022 meeting.

CITY CLERK'S REPORT

City Clerk/Administrator Johnson referred the Board to his written report and provided a summary of its contents. He reported that the City of Twin Oaks will be participating in the 2022 Mayors for Meals food drive and encouraged the Board to promote the event among residents. He also provided the Board with an update regarding the code enforcement sweep that was performed in the spring and noted that the majority of violations have either been resolved or are in the process of being resolved.

MAYOR & ALDERMEN COMMENTS

Alderman Whitmore asked if there was any information on a potential new restaurant for the area under the Village of Twin Oaks Apartments. The Board also discussed the removal of a large tree that recently fell in the Birnamwood Condos.

FINAL CITIZEN COMMENTS

Joe Krewson voiced concern over the sunken grate in the park. Mr. Krewson remarked that the northwest corner of the grate has a sizable hole that could pose a danger to someone. Following a brief discussion the Board instructed City Clerk/Administrator Johnson to mark the area with flags, pylons or covering that will warn park goers of a danger.

ADJOURNMENT

There being no further business Mayor Fortune ask for a motion to adjourn the meeting. Alderman Whitmore so motioned, seconded by Aldermen Stoeckl and the regular meeting was adjourned at 8:17 pm.

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
Bills and Applied Payments
June 11, 2022 thru July 1, 2022**

| Check No. | Invoice Date | Memo/Description | Invoice No. | Bill Amt | Check Amt | Payment Date |
|-----------|--------------|---|----------------|-------------|-------------|--------------|
| 12271 | 6/14/2022 | GFOA - National Certificate of Achievement Application fee | 11613 | \$460.00 | \$460.00 | 7/6/2022 |
| 12272 | 6/8/2022 | St Louis County Police Contract with County Police for June | 143900 | \$11,847.22 | \$11,847.22 | 7/6/2022 |
| 12273 | 6/15/2022 | Megan Dohl park reservation refund-canceled event for 6-19-22 | PR061922 | \$50.00 | \$50.00 | 7/6/2022 |
| 12274 | 6/9/2022 | Traffic Control Company 24" Stop Sign | 0016383-IN | \$44.27 | \$44.27 | 7/6/2022 |
| 12275 | 6/11/2022 | Tech Electronics Central Monitoring of Security System-City Hall | N000144127 | \$396.00 | \$396.00 | 7/6/2022 |
| 12289 | 6/12/2022 | St Louis County Public Works inspections for apt 554, 528, 339 on 6-8-22 inspection for 1577 AL on 6-6-22 | 061220005500 | \$320.50 | | |
| | 6/19/2022 | Inspection for apt. 452 on 6-15-22 | 06192220005500 | \$75.00 | | |
| | 7/1/2022 | inspection for apt. 110 | 062622000550 | \$75.00 | \$470.50 | 7/6/2022 |
| 12277 | 6/22/2022 | Brian Ter Maat park reservation refund-twin oaks presbyterian church event | PR062822 | \$50.00 | \$50.00 | 7/6/2022 |
| 12276 | 6/22/2022 | Brad Bilyeu park reservation refund | PR062522 | \$100.00 | \$100.00 | 7/6/2022 |
| 12278 | 6/20/2022 | Kwik Kopy Red Tape | 69109 | \$35.00 | \$35.00 | 7/6/2022 |
| 12279 | 6/23/2022 | Alternative Rain midseason inspection and repairs | 16195 | \$1,456.82 | \$1,456.85 | 7/6/2022 |
| 12280 | 6/24/2022 | DJM Ecological Consulting site prep-removal & disposal of existing shrubs, topsoil added as needed to fix erosion issues. | | | | |
| | | Install-native sedge and wildflower plugs -mulch | 1183412 | \$2,300.56 | \$2,300.56 | 7/6/2022 |
| 12281 | 6/24/2022 | Turn-Key Mobile, Inc. installation, cost of new car license reading camera-use by County Police | 35036 | \$7,808.00 | \$7,808.00 | 7/6/2022 |
| 12282 | 6/15/2022 | Missouri Lawyers Media written proposals form well-qualified law firms or attorneys interested in ser | 745441862 | \$29.40 | \$29.40 | 7/6/2022 |
| 12283 | 6/27/2022 | MOCCFOA Installation luncheon | | \$25.00 | | |
| | 7/1/2022 | Annual membership dues | | \$10.00 | \$35.00 | 7/6/2022 |
| 12284 | 6/22/2022 | Marco Lake Management monthly contract charge Jun 25-July 24 | 10079769 | \$62.50 | \$62.50 | 7/6/2022 |
| 12285 | 6/22/2022 | Services, Inc treatment of upper and lower ponds at Twin Oaks Park | 18591 | \$429.00 | \$429.00 | 7/6/2022 |
| 12286 | 6/30/2022 | Missouri One Call System, INC. 2nd quarter location fee's-Apr. May and June | 2061102 | \$5.00 | \$5.00 | 7/6/2022 |
| 12287 | 6/21/2022 | US Bank UCC Fillings for 6-2-22 and 6-15-22 | 6563867 | \$195.50 | \$195.50 | 7/6/2022 |
| 12288 | 7/1/2022 | Alternative Rain added one rotor near bridge to zone 1 | 16243 | \$177.25 | \$177.25 | 7/6/2022 |
| 12290 | 7/6/2022 | Laytham and Holmes Concert for July 2 | | \$375.00 | \$375.00 | 7/6/2022 |
| AutoPay | 5/24/2022 | MSD monthly charge for City Hall | 1219399-1 | \$32.48 | \$32.48 | 6/27/2022 |
| AutoPay | 6/8/2022 | Quadient postage for City Hall | 10283646 | \$300.00 | \$300.00 | 7/5/2022 |
| AutoPay | 6/6/2022 | ATT monthly charge from Jun 7 - Jul 6 | 11803 | \$118.30 | \$118.30 | 6/28/2022 |
| AutoPay | 6/15/2022 | The Brain Mill monthly service plan | | \$1,192.00 | | |
| AutoPay | 6/15/2022 | American Water new server, scanner, printer, HD and installation | | \$1,100.00 | \$2,292.00 | 7/1/2022 |
| AutoPay | 6/17/2022 | American Water monthly billing for City Hall Irrigation | 8240 | \$512.00 | \$512.00 | 7/11/2022 |
| AutoPay | 6/20/2022 | American Water monthly billing for 1240 Derbyshire Dr Irrigation | 6868 | \$825.20 | \$825.20 | 7/12/2022 |
| AutoPay | 6/20/2022 | American Water monthly billing for City Hall | 7767 | \$47.07 | \$47.07 | 7/12/2022 |
| AutoPay | 6/7/2022 | ATT monthly billing for 50 Crescent | 9698 | \$94.17 | \$94.17 | 6/29/2022 |
| AutoPay | 6/23/2022 | Ameren monthly billing for 50 Crescent | 2123 | \$40.12 | \$40.12 | 7/8/2022 |
| AutoPay | 6/23/2022 | Ameren monthly billing for Twin Oaks Court | 5112 | \$405.00 | \$405.00 | 7/8/2022 |
| AutoPay | 6/23/2022 | Ameren monthly billing for water pump | 7008 | \$126.17 | \$126.17 | 7/8/2022 |
| AutoPay | 6/23/2022 | Ameren monthly billing for City Hall | 8004 | \$1,148.86 | \$1,148.86 | 7/8/2022 |
| AutoPay | 6/23/2022 | Ameren monthly billing for big bend intersection | 9007 | \$62.18 | \$62.18 | 7/8/2022 |
| AutoPay | 6/23/2022 | MSD monthly billing for 50 Crescent | 0813150-0 | \$63.50 | \$63.50 | 7/13/2022 |
| AutoPay | 6/24/2022 | Spire monthly billing for City Hall | 3056 | \$42.24 | \$42.24 | 7/5/2022 |
| AutoPay | 6/24/2022 | Spire monthly billing for 50 Crescent | 361 | \$28.25 | \$28.25 | 7/11/2022 |
| AutoPay | 6/24/2022 | American Water monthly billing for Fire Park | 8944 | \$1.78 | \$1.78 | 7/18/2022 |
| AutoPay | 6/27/2022 | American Water monthly billing for 50 Crescent | 6457 | \$10.29 | \$10.29 | 7/19/2022 |
| AutoPay | 6/27/2022 | American Water monthly billing for big bend intersection | 5681 | \$662.31 | \$662.31 | 7/19/2022 |
| | | Alderman | | | | |
| | | Alderman | | | | |



CITY OF TWIN OAKS POLICE ACTIVITY REPORT June 2022

Radio CFS: 23

Self Initiated Assignments: 112

Police Reports Written: 14

Total Traffic Stops: 20

Arrests:

Felony 1 (Warrants and Destruction of Property)

Misdemeanor 0

Summons (Arrest Notification) 0

Auto Accidents:

Injury 0

Non Injury 7

Locations: MO Hwy 141 at Big Bend Rd (6), 1358 Big Bend Rd.

Crimes Reported: 5

Destruction of Property at 1 Twin Oaks Ct, Larceny at 1391 Big Bend Rd (2), Destruction of Property at 850 Meramec Station Rd, Larceny at 1312 Big Bend Rd.

Patrol Bicycle Program: 19.25 hours

| Comp. # | Nature | Received | Address | City | Zone | Car #/DSN |
|---------|--------|-------------------|---------------------------|------|------|-----------|
| NONE | TRF | 06/01/22 00:25:29 | BIG BEND RD AND MO141 HWY | TWO | 5064 | 3707/4889 |
| NONE | EXPAT | 06/01/22 00:47:31 | 1144 MERAMEC STATION RD | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/01/22 01:57:03 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | SUSVEH | 06/01/22 02:04:57 | 1230 BIG BEND RD | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/01/22 02:09:42 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/01/22 04:44:23 | 1230 BIG BEND RD | TWO | 5064 | 3707/4889 |
| NONE | EXPAT | 06/01/22 08:57:57 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/01/22 12:11:32 | 1391 BIG BEND RD | TWO | 5064 | 1703/4266 |
| NONE | EXPAT | 06/01/22 15:04:02 | 1393 BIG BEND RD | TWO | 5064 | 1703/4266 |
| NONE | MUNI | 06/01/22 19:36:30 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/01/22 21:59:26 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | EXPAT | 06/02/22 00:26:45 | 1300 BIG BEND RD | TWO | 5064 | 3701/4560 |
| NONE | MUNI | 06/02/22 02:15:32 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | CWELF | 06/02/22 03:02:37 | 5 GOLDEN OAK CT | TWO | 5064 | 3703/3468 |
| NONE | BIKE | 06/02/22 10:44:21 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/02/22 11:15:20 | 1393 BIG BEND RD | TWO | 5064 | 1703/4266 |
| NONE | MUNI | 06/02/22 19:49:18 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/02/22 22:31:54 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | TRF | 06/02/22 22:55:37 | BIG BEND RD AND MO141 HWY | TWO | 5064 | 6751/3084 |
| NONE | TRF | 06/02/22 22:58:06 | BIG BEND RD AND MO141 HWY | TWO | 5064 | 6752/4888 |
| NONE | MUNI | 06/03/22 00:40:34 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | DRUG | 06/03/22 08:25:38 | 5 GOLDEN OAK CT | TWO | 5064 | 6760/3554 |
| NONE | TRF | 06/03/22 09:16:40 | MO141 HWY AND BIG BEND RD | TWO | 5064 | 1732/4856 |
| NONE | ADM | 06/03/22 10:45:30 | 15340 MANCHESTER RD | UNI | 5236 | 6760/3554 |
| NONE | BIKE | 06/03/22 12:16:51 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/03/22 20:24:20 | 1144 MERAMEC STATION RD | TWO | 5064 | 3703/4888 |
| NONE | BUSCK | 06/03/22 20:26:09 | 1391 BIG BEND RD | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/03/22 21:01:50 | 1300 BIG BEND RD | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/03/22 22:16:41 | 84 TWO | TWO | 5064 | 3703/4888 |
| 21062 | AANO | 06/03/22 23:41:55 | BIG BEND RD AND MO141 HWY | TWO | 5064 | 3703/4888 |
| NONE | AANO | 06/03/22 23:45:16 | BIG BEND RD AND MO141 HWY | TWO | 5064 | / |
| NONE | MUNI | 06/04/22 01:19:36 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | BUSCK | 06/04/22 05:06:24 | 1393 BIG BEND RD | TWO | 5064 | 3707/4889 |
| NONE | MUNI | 06/04/22 11:12:31 | 84 TWO | TWO | 5064 | 1703/4974 |
| NONE | EXPAT | 06/04/22 20:36:50 | 1144 MERAMEC STATION RD | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/04/22 21:01:06 | 1230 BIG BEND RD | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/04/22 22:15:06 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/04/22 23:58:40 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/05/22 08:33:53 | 84 TWO | TWO | 5064 | 1703/4974 |
| NONE | MUNI | 06/05/22 14:19:30 | 84 TWO | TWO | 5064 | 1703/4974 |
| NONE | HANGUP | 06/05/22 18:52:36 | 1310 BIG BEND RD | TWO | 5064 | 3707/4889 |
| NONE | MUNI | 06/06/22 02:40:29 | 84 TWO | TWO | 5064 | 3703/4895 |
| NONE | MUNI | 06/06/22 02:41:04 | 84 TWO | TWO | 5064 | 3703/4895 |
| 21319 | AAUTO | 06/06/22 04:32:11 | MO141 HWY AND BIG BEND RD | TWO | 5064 | 3703/4895 |
| NONE | EXPAT | 06/06/22 05:50:02 | 1300 BIG BEND RD | TWO | 5064 | 3707/4889 |
| NONE | TRF | 06/06/22 10:46:05 | MO141 HWY AND BIG BEND RD | TWO | 5064 | 1732/3033 |
| NONE | ANINJ | 06/06/22 12:50:51 | BIG BEND RD AND MO141 HWY | TWO | 5064 | 1703/4266 |
| NONE | MUNI | 06/06/22 19:04:41 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/06/22 21:25:27 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/07/22 01:08:28 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | TRF | 06/07/22 09:59:04 | 1300 BIG BEND RD | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/07/22 10:16:46 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/07/22 11:10:22 | 1391 BIG BEND RD | TWO | 5064 | 1703/4266 |
| NONE | BIKE | 06/07/22 12:59:27 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/07/22 16:12:07 | 1393 BIG BEND RD | TWO | 5064 | 1703/4266 |
| NONE | MUNI | 06/07/22 18:53:33 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/07/22 21:35:29 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/08/22 02:01:14 | 84 TWO | TWO | 5064 | 3703/3468 |

| | | | | | | |
|-------|--------|-------------------|------------------------------------|-----|------|------------|
| NONE | INV | 06/08/22 08:52:48 | 1319 WOODLAND OAKS DR | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/08/22 09:40:41 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | BIKE | 06/08/22 11:57:59 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/08/22 14:54:04 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | MUNI | 06/08/22 20:21:02 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | TRF | 06/08/22 21:06:21 | 1230 BIG BEND RD | TWO | 5064 | 3732/5052 |
| NONE | EXPAT | 06/08/22 21:53:58 | 1230 BIG BEND RD | TWO | 5064 | 3703/4888 |
| NONE | GO | 06/08/22 22:42:09 | 5 GOLDEN OAK CT | TWO | 5064 | 3703/4888 |
| NONE | TRF | 06/08/22 22:45:22 | MO141 HWY AND BIG BEND RD | TWO | 5064 | 6750/3777 |
| NONE | EXPAT | 06/08/22 23:06:22 | 1300 BIG BEND RD | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/09/22 02:40:48 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/09/22 04:52:00 | 1144 MERAMEC STATION RD | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/09/22 09:13:27 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | BIKE | 06/09/22 11:36:22 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | ADM | 06/09/22 15:03:39 | 15340 MANCHESTER RD | UNI | 5236 | 6760/3554 |
| NONE | BUSCK | 06/09/22 19:12:35 | 1393 BIG BEND RD | TWO | 5064 | 3703/4888 |
| NONE | INJURY | 06/09/22 20:20:12 | 815 MERAMEC STATION RD | TWO | 5052 | 3732/5052 |
| NONE | MUNI | 06/09/22 20:23:52 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/09/22 20:34:32 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/09/22 22:22:43 | 1144 MERAMEC STATION RD | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/10/22 01:21:11 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/10/22 09:15:37 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | MOTOR | 06/10/22 12:23:58 | 1227 BIG BEND RD | UNI | 5070 | 6760/3554 |
| NONE | EXPAT | 06/10/22 14:21:34 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| 21978 | AARB | 06/10/22 14:58:16 | BIG BEND RD AND MO141 HWY | TWO | 5064 | 6760/3554 |
| NONE | MUNI | 06/10/22 22:41:51 | 084: 84 TWO | TWO | 5064 | 3703/4278 |
| NONE | MUNI | 06/11/22 00:14:02 | 084: 84 TWO | TWO | 5064 | 3703/4278 |
| NONE | MUNI | 06/11/22 01:56:58 | 084: 84 TWO | TWO | 5064 | 3703/4278 |
| NONE | MUNI | 06/11/22 09:12:24 | 84 TWO | TWO | 5064 | 1703/4266 |
| 22128 | AANO | 06/11/22 18:05:15 | 1358 BIG BEND RD | TWO | 5064 | 3702/4627 |
| NONE | MUNI | 06/11/22 20:16:33 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/11/22 23:09:31 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/12/22 02:02:55 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/12/22 10:37:38 | 84 TWO | TWO | 5064 | 1703/4266 |
| NONE | MUNI | 06/12/22 16:43:46 | 84 TWO | TWO | 5064 | 1703/4266 |
| NONE | MUNI | 06/12/22 19:18:10 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/13/22 01:02:54 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/13/22 04:04:44 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | BIKE | 06/13/22 09:10:04 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | INV | 06/13/22 11:11:00 | 1319 WOODLAND OAKS DR | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/13/22 13:41:21 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | MUNI | 06/13/22 22:07:52 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | TRF | 06/13/22 23:01:12 | MERAMEC STATION RD AND FOREST PKWY | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/14/22 00:30:19 | 084: 84 TWO | TWO | 5064 | 2J22/2J217 |
| NONE | MUNI | 06/14/22 00:30:22 | 084: 84 TWO | TWO | 5064 | 2J22/2J217 |
| NONE | MUNI | 06/14/22 02:03:21 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/14/22 04:44:52 | 1230 BIG BEND RD | TWO | 5064 | 3703/4888 |
| 22463 | DPROP | 06/14/22 09:28:11 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | CCONT | 06/14/22 11:21:38 | 1402 AUTUMN LEAF DR | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/14/22 12:10:02 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/14/22 14:25:12 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| 22515 | AALS | 06/14/22 14:45:50 | BIG BEND RD AND MO141 HWY | TWO | 5064 | 6760/3554 |
| NONE | MUNI | 06/14/22 21:20:15 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/15/22 01:00:29 | 1230 BIG BEND RD | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/15/22 03:55:33 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | BUSCK | 06/15/22 04:50:22 | 1393 BIG BEND RD | TWO | 5064 | 3701/4889 |
| NONE | BIKE | 06/15/22 09:27:55 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | TRF | 06/15/22 13:33:03 | MANCHESTER RD AND MASON RD S | UNI | 5101 | 6760/3554 |
| NONE | EXPAT | 06/15/22 14:21:02 | 1391 BIG BEND RD | TWO | 5064 | 1703/4266 |

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| NONE | EXPAT | 06/15/22 14:23:15 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/16/22 02:50:03 | 1 TWIN OAKS CT | TWO | 5064 | 2731/5052 |
| NONE | EXPAT | 06/16/22 02:55:02 | 1300 BIG BEND RD | TWO | 5064 | 3703/4627 |
| NONE | MUNI | 06/16/22 03:15:38 | 84 TWO | TWO | 5064 | 3703/4627 |
| NONE | EXPAT | 06/16/22 03:25:13 | 1 TWIN OAKS CT | TWO | 5064 | 3703/4627 |
| NONE | MUNI | 06/16/22 04:05:00 | 84 TWO | TWO | 5064 | 3703/4627 |
| NONE | EXPAT | 06/16/22 09:19:28 | 1391 BIG BEND RD | TWO | 5064 | 1703/4266 |
| NONE | EXPAT | 06/16/22 10:13:14 | 1457 BOLY LN | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/16/22 10:28:55 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/16/22 11:48:34 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | ADM | 06/16/22 12:22:09 | 15340 MANCHESTER RD | UNI | 5236 | 6760/3554 |
| NONE | EXPAT | 06/16/22 13:02:53 | 1391 BIG BEND RD | TWO | 5064 | 1703/4266 |
| NONE | EXPAT | 06/16/22 14:03:06 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | TRF | 06/16/22 14:36:54 | BIG BEND RD AND MERAMEC STATION RD | TWO | 5064 | 1732/3033 |
| NONE | BUSCK | 06/16/22 14:57:25 | 1300 BIG BEND RD | TWO | 5064 | 6760/3554 |
| NONE | CALL | 06/16/22 15:21:05 | 5 GOLDEN OAK CT | TWO | 5064 | 6760/3554 |
| NONE | INJURY | 06/16/22 20:17:20 | 1356 BIG BEND RD | TWO | 5064 | 3703/4627 |
| NONE | MUNI | 06/16/22 21:18:21 | 84 TWO | TWO | 5064 | 3703/4627 |
| NONE | MUNI | 06/16/22 22:47:02 | 84 TWO | TWO | 5064 | 3703/4627 |
| NONE | TRF | 06/16/22 22:55:01 | 1391 BIG BEND RD | TWO | 5064 | 3702/3168 |
| NONE | EXPAT | 06/17/22 01:10:31 | 1230 BIG BEND RD | TWO | 5064 | 6752/2998 |
| NONE | FTPAT | 06/17/22 01:14:24 | 1 TWIN OAKS CT | TWO | 5064 | 6752/2998 |
| NONE | FALRM | 06/17/22 05:06:15 | 1230 BIG BEND RD | TWO | 5064 | 3702/3168 |
| NONE | BGALRM | 06/17/22 05:34:30 | 1230 BIG BEND RD | TWO | 5064 | 3702/3168 |
| NONE | EXPAT | 06/17/22 09:18:52 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/17/22 11:14:32 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | MUNI | 06/17/22 15:32:23 | 84 TWO | TWO | 5064 | 1703/4116 |
| NONE | MUNI | 06/17/22 17:18:06 | 84 TWO | TWO | 5064 | 1703/4116 |
| NONE | EXPAT | 06/17/22 20:34:34 | 1144 MERAMEC STATION RD | TWO | 5064 | 3703/4888 |
| NONE | AAINJ | 06/17/22 23:24:14 | CRESCENT AVE AND VALLEY SCHOOL DR | TWO | 5064 | / |
| NONE | MUNI | 06/18/22 02:36:01 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/18/22 03:02:50 | 1 TWIN OAKS CT | TWO | 5064 | 3703/4888 |
| NONE | TRF | 06/18/22 03:21:40 | MO141 HWY AND BIG BEND RD | TWO | 5064 | 3706/4895 |
| NONE | EXPAT | 06/18/22 04:46:05 | 1230 BIG BEND RD | TWO | 5064 | 3702/4889 |
| NONE | EXPAT | 06/18/22 09:11:28 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | MUNI | 06/18/22 09:28:31 | 84 TWO | TWO | 5064 | 1703/4116 |
| NONE | BIKE | 06/18/22 10:48:35 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| 23191 | LARC | 06/18/22 17:15:41 | 1391 BIG BEND RD | TWO | 5064 | 1703/4116 |
| 23198 | AALS | 06/18/22 18:02:33 | BIG BEND RD AND MO141 HWY | TWO | 5064 | 3702/4415 |
| 23199 | MISC | 06/18/22 18:17:07 | BIG BEND RD AND MO141 HWY | TWO | 5064 | 3702/4415 |
| NONE | CALL | 06/18/22 20:11:52 | BIG BEND RD AND MO141 HWY | TWO | 5064 | 3702/4415 |
| NONE | MOTOR | 06/18/22 21:07:35 | MO141 HWY AND BIG BEND RD | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/18/22 22:00:29 | 84 TWO | TWO | 5064 | 3702/4415 |
| NONE | MUNI | 06/19/22 00:34:07 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/19/22 01:28:23 | 1 TWIN OAKS CT | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/19/22 09:03:05 | 84 TWO | TWO | 5064 | 1703/4974 |
| NONE | EXPAT | 06/19/22 09:21:05 | 1391 BIG BEND RD | TWO | 5064 | 1703/4974 |
| NONE | MUNI | 06/19/22 12:45:40 | 84 TWO | TWO | 5064 | 1703/4974 |
| NONE | EXPAT | 06/19/22 21:06:20 | 1 TWIN OAKS CT | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/19/22 21:51:38 | 1230 BIG BEND RD | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/19/22 22:31:15 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/20/22 04:48:49 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/20/22 10:07:41 | 1391 BIG BEND RD | TWO | 5064 | 1703/4266 |
| NONE | MOTOR | 06/20/22 13:00:35 | MO141 HWY AND BIG BEND RD | TWO | 5064 | 1703/4266 |
| NONE | MUNI | 06/20/22 14:04:24 | 84 TWO | TWO | 5064 | 1703/4266 |
| NONE | MUNI | 06/20/22 19:24:40 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/20/22 21:25:14 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/21/22 01:03:30 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | EXPAT | 06/21/22 09:28:20 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |

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| NONE | ADM | 06/21/22 09:57:30 | 1381 BIG BEND RD | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/21/22 11:27:59 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | INV | 06/21/22 12:36:50 | 1391 BIG BEND RD | TWO | 5064 | 6760/3554 |
| NONE | ADM | 06/21/22 12:55:40 | 232 VANCE RD | VAL | 5051 | 6760/3554 |
| NONE | INJURY | 06/21/22 14:47:30 | 7 GOLDEN OAK CT | TWO | 5064 | 6760/3554 |
| NONE | MUNI | 06/21/22 19:02:14 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/21/22 22:37:44 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/22/22 02:15:23 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | EXPAT | 06/22/22 05:09:12 | 1300 BIG BEND RD | TWO | 5064 | 3701/4560 |
| NONE | EXPAT | 06/22/22 05:21:00 | 1300 BIG BEND RD | TWO | 5064 | 3702/3168 |
| NONE | BIKE | 06/22/22 09:13:42 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/22/22 13:10:50 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | ADM | 06/22/22 14:14:07 | 1381 BIG BEND RD | TWO | 5064 | 6760/3554 |
| NONE | AAINJ | 06/22/22 19:07:14 | BIG BEND RD AND MO141 HWY | TWO | 5064 | / |
| 23780 | AAINJ | 06/22/22 19:08:16 | BIG BEND RD AND MO141 HWY | TWO | 5064 | 3703/4088 |
| NONE | MUNI | 06/22/22 22:33:40 | 84 TWO | TWO | 5064 | 3703/4088 |
| NONE | MUNI | 06/23/22 00:37:01 | 84 TWO | TWO | 5064 | 3703/4088 |
| NONE | MUNI | 06/23/22 02:40:49 | 84 TWO | TWO | 5064 | 3703/4088 |
| NONE | EXPAT | 06/23/22 10:08:33 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/23/22 12:10:53 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| 23933 | DPROP | 06/23/22 16:35:08 | 850 MERAMEC STATION RD | TWO | 5064 | 1703/4974 |
| NONE | MUNI | 06/23/22 23:06:37 | 84 TWO | TWO | 5064 | 3703/4895 |
| NONE | MUNI | 06/24/22 00:14:53 | 84 TWO | TWO | 5064 | 3703/4895 |
| NONE | CCONT | 06/24/22 10:07:37 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | CCONT | 06/24/22 10:10:43 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | BIKE | 06/24/22 11:43:52 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| 24085 | LARC | 06/24/22 14:32:37 | 1391 BIG BEND RD | TWO | 5064 | 6760/3554 |
| NONE | ADM | 06/24/22 15:08:34 | 232 VANCE RD | UNI | 5051 | 6760/3554 |
| NONE | MUNI | 06/24/22 18:42:29 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | TRF | 06/24/22 21:56:32 | BIG BEND RD AND MO141 HWY | TWO | 5064 | 3732/5052 |
| NONE | MUNI | 06/24/22 22:16:12 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | TRF | 06/24/22 23:56:35 | MO141 HWY AND BIG BEND RD | TWO | 5064 | 3704/5094 |
| NONE | MUNI | 06/25/22 02:26:20 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | MUNI | 06/25/22 14:02:17 | 84 TWO | TWO | 5064 | 1703/4266 |
| 24236 | FPROP | 06/25/22 15:07:20 | 1230 BIG BEND RD | TWO | 5064 | 1705/4519 |
| NONE | MUNI | 06/25/22 19:17:21 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | CWELF | 06/25/22 19:22:13 | 816 MERAMEC STATION RD | TWO | 5064 | 3704/5094 |
| NONE | MUNI | 06/25/22 22:13:58 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | TRF | 06/25/22 23:44:36 | MO141 HWY AND BIG BEND RD | TWO | 5064 | 3732/5052 |
| NONE | EXPAT | 06/26/22 02:27:17 | 1300 BIG BEND RD | TWO | 5064 | 3702/3168 |
| NONE | MUNI | 06/26/22 02:36:33 | 84 TWO | TWO | 5064 | 3703/3468 |
| NONE | TRF | 06/26/22 07:15:29 | BIG BEND RD AND MO141 HWY | TWO | 5064 | 1703/4266 |
| NONE | MUNI | 06/26/22 13:46:31 | 84 TWO | TWO | 5064 | 1703/4266 |
| NONE | TRF | 06/26/22 22:21:02 | BIG BEND RD AND MERAMEC STATION RD | TWO | 5064 | 3704/5094 |
| NONE | EXPAT | 06/26/22 22:24:23 | 1300 BIG BEND RD | TWO | 5064 | 3702/3168 |
| NONE | TRHAZ | 06/26/22 22:25:05 | CRESCENT AVE AND MO141 HWY | TWO | 5064 | 3703/4627 |
| NONE | INV | 06/27/22 08:46:13 | 850 MERAMEC STATION RD | TWO | 5064 | 1703/4974 |
| NONE | TRF | 06/27/22 08:54:01 | MO141 HWY AND BIG BEND RD | TWO | 5064 | 1732/3033 |
| NONE | EXPAT | 06/27/22 09:02:41 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/27/22 10:08:06 | 1391 BIG BEND RD | TWO | 5064 | 6760/3554 |
| NONE | CCONT | 06/27/22 10:18:37 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | BIKE | 06/27/22 10:51:58 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/27/22 14:24:49 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | TRF | 06/27/22 19:38:42 | MO141 HWY AND BIG BEND RD | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/27/22 22:16:38 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/28/22 02:15:44 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/28/22 02:55:48 | 1144 MERAMEC STATION RD | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/28/22 09:43:04 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | ADM | 06/28/22 11:40:09 | 15340 MANCHESTER RD | BAL | 5236 | 6760/3554 |

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| NONE | EXPAT | 06/28/22 13:10:22 | 1391 BIG BEND RD | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/28/22 14:03:31 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | ADM | 06/28/22 16:00:39 | 232 VANCE RD | VAL | 5051 | 6760/3554 |
| NONE | SUSPER | 06/28/22 20:40:00 | 1 TWIN OAKS CT | TWO | 5064 | 3703/4888 |
| NONE | BUSCK | 06/28/22 20:57:55 | 1391 BIG BEND RD | TWO | 5064 | 3703/4888 |
| NONE | MUNI | 06/28/22 21:53:42 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/28/22 23:08:03 | 1230 BIG BEND RD | TWO | 5064 | 3703/4888 |
| NONE | EXPAT | 06/29/22 03:42:06 | 1300 BIG BEND RD | TWO | 5064 | 3702/4415 |
| NONE | MUNI | 06/29/22 03:42:13 | 84 TWO | TWO | 5064 | 3703/4888 |
| NONE | ILPARK | 06/29/22 10:36:35 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| 24813 | LARC | 06/29/22 11:28:24 | 1312 BIG BEND RD | TWO | 5064 | 6760/3554 |
| NONE | INV | 06/29/22 12:11:50 | 1312 BIG BEND RD | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/29/22 14:41:08 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | MUNI | 06/30/22 04:58:19 | 84 TWO | TWO | 5064 | 3702/3168 |
| NONE | EXPAT | 06/30/22 10:36:31 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | BUSCK | 06/30/22 11:46:36 | 1230 BIG BEND RD | TWO | 5064 | 6760/3554 |
| NONE | EXPAT | 06/30/22 14:58:50 | 1 TWIN OAKS CT | TWO | 5064 | 6760/3554 |
| NONE | ADM | 06/30/22 15:13:14 | 15340 MANCHESTER RD | UNI | 5236 | 6760/3554 |
| NONE | TRF | 06/30/22 17:02:54 | MERAMEC STATION RD AND BIG BEND RD | TWO | 5064 | 2731/4405 |
| NONE | AAUNK | 06/30/22 18:07:47 | MO141 HWY AND BIG BEND RD | TWO | 5064 | 3702/4368 |
| NONE | EXPAT | 06/30/22 21:08:00 | 1300 BIG BEND RD | TWO | 5064 | 3701/4560 |

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| AABUSE | ADULT ABUSE |
| AAINJ | AUTO ACCIDENT WITH INJURIES |
| AALS | AUTO ACCIDENT LEAVING SCENE |
| AANO | AUTO ACCIDENT NO INJURIES |
| AARB | AUTO ACCIDENT ROAD BLOCKED |
| AAUNK | AUTO ACCIDENT UNK INJURIES |
| AAUTO | ABANDONED AUTO |
| ABDUCT | ABDUCTION |
| ABURG | ATTEMPT BURGLARY |
| ABURGJ | ATTEMPT BURG JUST OCC |
| ADM | ADMINISTRATIVE |
| AIRPOL | AIR POLLUTION VIOLAT |
| ALARC | ATTEMPT LARCENY |
| ALARCJ | ATT LARC JUST OCC |
| ALERT | AIRCRAFT CRASH ALERT |
| ALRM | ALARM SOUNDING |
| ANBITE | ANIMAL BITE CASE |
| ANCONF | ANIMAL CONFINED |
| ANINJ | ANIMAL INJURED |
| ANRUN | ANIMAL RUNNING LOOSE |
| ANVIC | VICIOUS ANIMAL |
| APBURG | APARTMENT BURGLARY |
| AROB | ATTEMPT ROBBERY |
| ARSON | ARSON |
| ARST | ARREST |
| ASLT | ASSAULT |
| ASLTI | ASSAULT IN PROGRESS |
| ASLTJ | ASSAULT JUST OCC |
| ASTINV | ASSIST INVALID |
| ASVEH | ATTEMPT STOLEN VEH |
| ASVEHJ | ATTEMPT STOLEN VEHICLE JUST OCC |
| ATSUI | ATTEMPT SUICIDE |
| AUALRM | AUTO ALARM SOUNDING |
| AUFIRE | AUTO FIRE |
| BABY | MATERNITY CASE |
| BARK | BARKING DOG |
| BBURG | BUSINESS BURGLARY |
| BGALRM | BURGLAR ALARM |
| BIKE | BIKE PATROL |
| BOGUS | BOGUS CHECK |
| BOMBTH | BOMB THREAT |
| BURG | BURGLARY |
| BURGI | BURGLARY IN PROGRESS |
| BURGJ | BURGLARY JUST OCCUR |
| BURGJD | BURGLARY JUST DISCOVERED |
| BUSCK | BUSINESS CHECK |

| | |
|-------------|--------------------------------------|
| CABUSE | CHILD ABUSE |
| CALL | 10 21 |
| CARE | CARE REPORT |
| CCONT | CITIZEN CONTACT |
| CAA | CRUELTY ABUSE ANIMALS |
| CCW | CONCEALED WEAPON |
| CFRAUD | COMPUTER FRAUD |
| CFIRE | COMMERCIAL FIRE |
| CHASE | PURSUIT |
| CHLOCK | CHILD LOCKOUT |
| CIT | CRISIS INTERVENTION |
| CONVEY | PRISONER CONVEYANCE |
| COURT | COURT/PROSECUTOR |
| CRASH | AIRCRAFT CRASH |
| CREDIT | CREDIT CARD FRAUD |
| CURFEW | CURFEW VIOLATION |
| CUT | CUTTING |
| CWELF | CHECK ON WELFARE |
| DETECT | CARBON & SMOKE DETECT |
| DIST | DISTURBANCE |
| DOA | SUDDEN DEATH |
| DOMEST | DOMESTIC VIOLENCE |
| DOWN | PERSON DOWN |
| DPROP | DESTRUCTION OF PROP |
| DPROPI | DPROP IN PROGRESS |
| DPROPJ | DPROP JUST OCCURRED |
| DROWN | DROWNING |
| DRUG | DRUG VIOLATION |
| DRUGI | DRUG VIOLAT IN PROGRESS |
| DRUNK | INTOXICATED PERSON |
| DUMP | ILLEGAL DUMPING |
| DUMPI | DUMPING IN PROGRESS |
| DUMPJ | DUMPING JUST OCCURRED |
| DWI | INTOXICATED DRIVER |
| EDP | EMOTIONALLY DISTURBED PERSON |
| EDP/VIOLENT | EMOTIONALLY DISTURBED PERSON VIOLENT |
| ESCORT | BANK ESCORT |
| EXPAT | EXTRA PATROL |
| EXPDEV | EXPLOSIVE DEVICE |
| EXPLO | EXPLOSION |
| FALRM | FIRE ALARM |
| FATAL | AUTO ACCIDENT WITH FATALITY |
| FIGHT | FIGHT |
| FIRE | FIRE |
| FIRWK | FIREWORKS VIOLATION |
| FLWP | FLOURISHING WEAPON |
| FLWPI | FLOURISHING IN PROGRESS |

| | |
|--------|-----------------------|
| FLWPJ | FLOURISHING JUST OCC |
| FPROP | FOUND PROPERTY |
| FRAUD | FRAUD |
| FRAUDI | FRAUD IN PROGRESS |
| FRAUDJ | FRAUD JUST OCCURRED |
| FSCRI | FORGED PRESCRIPTION |
| FSCRII | FORGED PRESCR IN PROG |
| FTPAT | FOOT PATROL |

RESOLUTION NO. 22-16

A RESOLUTION OF THE TWIN OAKS BOARD OF ALDERMEN APPROVING AN AGREEMENT WITH THOUVENOT, WADE & MOERCHEN, INC. FOR BRIDGE INSPECTION SERVICES.

BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, AS FOLLOWS:

Section 1. The Board of Aldermen hereby approves, and the Mayor is hereby authorized to execute, a contract substantially in the form of “Exhibit 1” attached hereto and incorporated herein, on behalf of Twin Oaks with Thouvenot, Wade & Moerchen, Inc., d/b/a TWM, for services relating to inspecting the wooden bridge over the pond in Twin Oaks Park and providing a report on its condition to be provided under the terms set forth in Exhibit 1.

Section 2. This Resolution is adopted and shall be in full force and effect on and after its passage and approval.

THIS RESOLUTION WAS PASSED AND APPROVED THE 15th DAY OF JUNE 2022, BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI.

Russ Fortune, Mayor

Attest:

Frank Johnson, City Clerk/Administrator

Twin Oaks, Missouri
CONSULTANT SERVICES CONTRACT

THIS AGREEMENT, made and effective as of _____ 2022, by and between the **City of Twin Oaks, Missouri**, a municipal corporation hereinafter referred to as the “City,” and **Thouvenot, Wade & Moerchen, Inc.**, d/b/a TWM, an Illinois corporation, with its principal office located at 4940 Old Collinsville Road, Swansea, IL 62226, hereinafter referred to as “Consultant.”

WITNESSETH: That the parties hereto for the considerations hereinafter set forth agree as follows:

I. SCOPE OF SERVICES

Consultant’s services are necessary for the following Project of City: *Bridge Inspection and Condition Report — Wooden Pond Bridge in Twin Oaks Park.*

Except as expressly specified herein, Contractor hereby agrees to provide all of the supervision, labor, technical services, facilities, materials, tools, equipment, and apparatus, to perform all the services and do all the things necessary for the proper completion of the consultant services, which are particularly described as inspecting the wooden pond bridge in Twin Oaks Park and issuing a report on its condition with recommendations for maintenance of the structure and as more specifically set forth in the proposal attached **Exhibit A**, incorporated herein (the “Services”).

Consultant shall perform the Services to the highest standard of care for such consultant services.

The Services shall be provided by the Consultant in accordance with all the provisions of the Contract and the attached **City of Twin Oaks Consultant/Professional Services Contract General Conditions** for the Project that are incorporated herein by reference, and which terms shall prevail over any conflicting terms that may otherwise be adopted herein as part of any exhibit.

II. COMPENSATION

A. **Basic Compensation.** The City hereby agrees to pay the Consultant, as full compensation for the complete and satisfactory performance of the contract, and all expenses and costs related thereto an amount not to exceed \$5,000 as is set forth on an attached Exhibit A.

III. TIME AND MANNER OF PAYMENTS

All invoices complete with necessary support documentation shall be submitted to the City and payment shall be made by City within thirty (30) days of receipt of an invoice received after confirmation by the City of satisfactory performance of the Services for the fees, prices, rates, or schedule of values set forth above

IV. CONTRACT SCHEDULE

Time is of the essence. The Services to be performed under the Contract shall be commenced on _____, and shall be completed in a reasonable manner no later than 15 days after the commencement of the services.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement as of the effective date of Contract first above written.

**THOUVENOT, WADE & MOERCHEN, INC.
D/B/A TWM**

By _____

Title _____

DATED: _____

CITY OF TWIN OAKS

By _____

Title _____

DATED: _____

ATTEST: _____

City Clerk

GENERAL CONDITIONS

CITY OF TWIN OAKS, MISSOURI CONSULTANT/PROFESSIONAL SERVICES CONTRACT

Independent Consultant. The Consultant shall be and operate as an independent Consultant in the performance of this Contract. The Consultant shall have complete charge of the personnel engaged in the performance of the Services, and all persons employed by the Consultant shall be employees of said Consultant and not employees of the City in any respect.

Compliance with Laws. The Consultant shall comply with all applicable City ordinances and other laws and regulations, Federal, State, and any political subdivision thereof, including but not limited to, unemployment and workers' compensation, occupational safety, equal employment and affirmative action and wage and price laws insofar as applicable to the performance of the Contract. Specifically, Consultant shall comply with the following state law requirements:

- *Work Authorization Program.* If the Contract is for services expected to cost more than \$5,000.00, the Consultant shall comply with Section 285.530 RSMo., pertaining to enrollment and participation in a federal work authorization program (as defined therein) and shall provide verification through an affidavit (attached as **Exhibit B**) that the Consultant (1) does not knowingly employ any person who is an unauthorized alien in connection with the Contract and (2) is enrolled in a federal work authorization program and provide documentary proof thereof. The affidavit shall contain the notarized signature of the registered agent, legal representative or corporate officer of the business entity including but not limited to the human resources director or their equivalent.
- *Proof of Lawful Presence.* Section 208.009 RSMo., requires that all applicants *at the time of application* for any contract provided by a local government provide "affirmative proof that the applicant is a citizen or a permanent resident of the United States or is lawfully present in the United States." Consultant's affirmative proof must be established through (i) a Missouri driver's license, (ii) any "documentary evidence recognized by the department of revenue when processing an application for a driver's license," or (iii) "any document issued by the federal government that confirms an alien's lawful presence in the United States." §208.009.3.

Subcontracts. The Consultant shall not subcontract any of the Services to be performed by it hereunder without the express written consent of the City. In addition, this Contract shall not be assigned by the Consultant.

Attorney Fees' and Costs. The Consultant shall reimburse to the City any costs and attorneys' fees that the City may reasonably incur in pursuit of any remedies at law or equity or enforcement of any rights established in this Contract, which may result from the Consultant's breach of the Contract, the Consultant's failure to perform any obligation or requirement contained herein, or the City's enforcement of this Contract.

Indemnification. To the fullest extent permitted by law, the Consultant agrees to defend with counsel selected by the City, and indemnify and hold harmless the City, its officers, engineers, representatives, agents, and employees from and against any and all liabilities, damages, losses, claims, or suits, including costs and attorneys' fees, for or on account of any kind of injury to person, bodily or otherwise, or death, or damage to or destruction of property, or any other circumstances, sustained by the City or others, arising from negligent acts, errors, or omissions of the Consultant, or claims relating thereto, and including but not limited to the City's reliance on or use of the services or products provided by the Consultant under the terms of this Contract. The Consultant shall not be liable for any loss or damage attributable solely to the negligence of the City. Nothing in this Contract shall require the City to indemnify Consultant. To the extent required by law to enforce this provision, Consultant agrees that this indemnification requires Consultant to obtain insurance in amounts specified herein and that Consultant has had the opportunity to recover the costs of such insurance in the Compensation set forth in this Contract.

Insurance. The Consultant shall obtain and maintain during the term of the Services and this Contract comprehensive general liability insurance, comprehensive automobile insurance, and employers liability insurance coverages of at least \$2,000,000 aggregate and \$450,000 per occurrence. Insurance policies providing required coverages shall be with companies licensed to do business in the State of Missouri and rated no less than AA by Best or equivalent. All costs of obtaining and maintaining insurance coverages are included in the Contract Sum and no additional payment will be made therefor by the City.

In addition, the Consultant and all subcontractors shall provide Worker's Compensation Insurance in at least statutory amounts for all workers employed for the Services. Before commencing any Services, the Consultant shall provide to the City certificates of insurance evidencing the issuance and maintenance in force of the coverages required by this paragraph and bearing an endorsement precluding cancellation of or change in coverage without at least thirty (30) days written notice to the City. Any self-insurance or deductible above \$50,000.00 is not permitted. The City may waive any insurance coverages or amounts required to be carried by the Consultant under this paragraph when the City deems such waiver to be in the interest of the public health, safety, and general welfare.

NOTHING HEREIN SHALL BE CONSTRUED AS A WAIVER OF THE CITY'S SOVEREIGN IMMUNITY UNDER SECTION 537.610.1 R.S.MO. OR OTHERWISE. The purpose of the insurance required under this paragraph is to confirm that the Consultant has adequate insurance to cover the Consultant for tort claims that may arise out of the Services. It is not for the purchase of insurance for the City EXCEPT FOR AND ONLY TO

THE LIMITED EXTENT OF any claims against the City arising out of the Consultant's Services and based upon one of the two statutory exceptions to sovereign immunity as expressly set forth in Section 537.600.1(1) and (2). To that limited extent, the City shall be named as an additional insured the policy bearing an endorsement that: "The Insurer shall not be liable to make any payment for Loss in connection with any Claim made against the City of Twin Oaks as an additional Insured that is barred by sovereign immunity, and nothing contained in this Policy shall constitute a waiver of the City's sovereign immunity."

Nondisclosure. The Consultant agrees that it will not divulge to third parties without the written consent of the City any information obtained from or through the City in connection with the performance of this Contract. Nothing herein shall preclude disclosure of information by the City.

Changes. No change in this Contract shall be made except in writing executed by all parties prior to the change in Services or terms being performed. The Consultant shall make any and all changes in the Services without invalidating this Contract when specifically ordered to do so in writing by the City. Consultant, prior to the commencement of such changed or revised Services, shall submit promptly to the City, a written cost or credit proposal for such revised Services. If the City and Consultant shall not be able to agree as to the amount, either in consideration of time or money to be allowed or deducted, it shall nevertheless be the duty of Consultant, upon written notice from the City, to immediately proceed with such alteration or change, and Consultant shall be compensated the reasonable value of such Services. **No work or change shall be undertaken or compensated for without prior written authorization from the City.**

Termination. The City shall have the right to terminate this Contract at any time for any reason by giving the Consultant written notice to such effect. The City shall pay to the Consultant in full satisfaction and discharge of all amounts owing to the Consultant under this Contract an amount equal to the cost of all Services performed by the Consultant up to such termination date, less all amounts previously paid to the Consultant on account of the Contract Price. The Consultant shall submit to the City its statement for the aforesaid amount, in such reasonable detail as the City shall request, within thirty (30) days after such date of termination. The City shall not be liable to the Consultant for any damages on account of such termination for loss of anticipated future profits with respect to the remainder of the Services.

Multi-year contracts; Non-appropriation. Notwithstanding any provision herein to the contrary, the City is obligated only to make the payments set forth in this Contract as may lawfully be made from funds budgeted and appropriated for that purpose during the City's then current fiscal year at the discretion of the City. If no funds are appropriated or otherwise made legally available to make the required payments for this Contract during the next occurring fiscal year (an "Event of Nonappropriation"), this Contract will terminate at the end of the then current fiscal year as if terminated expressly. The failure or inability of the City to appropriate funds for this Contract in any subsequent fiscal year shall not be deemed a breach of this Contract by any party. If applicable, this Contract may be annually renewed at each fiscal year by inclusion of specific appropriation for this Contract, from year to year not to exceed the maximum renewal period or term as set forth in the Contract.

Accounting. During the period of this Contract, the Consultant shall maintain books and accounts of its expenses and charges in connection with this Contract in accordance with generally accepted accounting principles and practices. The City shall, at reasonable times, have access to these books and accounts to the extent required to verify all invoices submitted hereunder by the Consultant.

Other Consultants. The City reserves the right to employ other consultants in connection with the Services.

Request for Proposals. If the City issued a request for proposals in connection with the Services, such request for proposals and the proposal of the Consultant in response thereto are incorporated herein by reference and made a part of this Contract. In case of any conflicts between the request for proposals and the executed Consultant/Services Contract or proposal of the Consultant, the requirements of the City's Request for Proposal and this executed Consultant/Professional Services Contract shall control and supersede unless a change thereto is specifically stated in this Contract.

Project Records and Work Product. The Consultant shall provide the City with copies of all documents pertinent to the Services which shall include, without limitation, reports, correspondence, meeting minutes, and originals of all deliverables. The City shall own all right, title, and interest, including without limitations, all copyrights and intellectual property rights, to all documents and Work Product of the Consultant created in performance of or relating to this Contract. Consultant agrees to take all steps reasonably requested by the City to evidence, maintain, and defend the City's ownership rights in the Work Product.

Site Operations. Where appropriate, the City will arrange for right of entry to any property at the request of the Consultant for the purpose of performing studies, tests, and evaluations in connection with the Services.

Personnel. The Services shall be performed exclusively by the personnel of the Consultant identified in the Consultant's proposal and no other personnel of the Consultant shall perform any of the Services without the express written approval of the City.

Compliance with State Immigration Statutes. As a condition for the award of this Contract, the Consultant shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the Services. The Consultant shall also sign an affidavit affirming that it does not knowingly employ any person who is an

unauthorized alien in connection with the Services. Such affidavits shall be in substantially the form provided in Exhibit B. The Consultant shall not be required to provide these affidavits to the City if such affidavits have been previously provided to the City within the past year. All words in this paragraph shall have the definitions as provided in Section 285.525 R.S.Mo.

Pursuant to Section 208.009 R.S.Mo., the Consultant shall provide at the earlier of submission of any bid or execution of any agreement affirmative proof that the Applicant for the Consultant is a citizen or a permanent resident of the United States or is lawfully present in the United States. The Applicant for the Consultant (or "**Applicant**") shall be the person authorized to prepare, submit, and sign contract documents on behalf of the Consultant and shall be eighteen years of age or older. Such affirmative proof shall include documentary evidence recognized by the Missouri Department of Revenue when processing an application for a driver's license, a Missouri driver's license, as well as any document issued by the federal government that confirms an alien's lawful presence in the United States.

An Applicant who cannot provide the proof required under Section 208.009 R.S.Mo. at the time of submission of any bid may alternatively sign an affidavit under oath, attesting to either United States citizenship or classification by the United States as an alien lawfully admitted for permanent residence. The affidavit shall be on or consistent with forms prepared by the City, which shall be available from the City Clerk if needed. Any Applicant who signed an above-described affidavit must provide proof of lawful presence within the time provided in Subsection 208.009.5 R.S.Mo. for temporary public benefits and failure to provide such proof within such time may result in the City rescinding and voiding any Contract awarded to the Consultant.

Representations. Consultant agrees that it has not relied on any representations or warranties of the City, oral or written, other than expressly identified in this Contract. The parties agree the Contract represents the entire agreement between the parties.

Governing/Choice of Law. This Contract shall be governed by and construed and interpreted in accordance with the internal laws of the State of Missouri, without regard to its principles of conflict of laws.

Counterparts. This Contract may be executed in one or more counterparts each of which shall be deemed an original and all of which shall constitute one and the same agreement.

EXHIBIT A
Proposal



Frank Johnson <fjohnson@cityoftwinoaks.com>

Twin Oaks Park Bridge - BFA 3497-3G - Bridge Inspection and Condition Report

Adam N. Rutz <arutz@twm-inc.com>
To: Frank Johnson <fjohnson@cityoftwinoaks.com>

Fri, Jun 3, 2022 at 5:08 PM

You're welcome. See below revised scope and fee.

- **Scope:**
 - Perform an in depth inspection of the structure with the ability to get within arm's reach of any observed areas of concern.
 - Provide a condition report for the bridge addressing the below.
 - Summarize existing condition findings with photos
 - Provide proposed repair vs replacement alternatives with cost estimates for both options.
 - Prioritize the level of proposed repairs.
 - Suggest a recommended inspection schedule for the bridge based on condition findings.
- Fee = \$5,000 (hourly not to exceed)

Thanks,

[Quoted text hidden]
[Quoted text hidden]



Person-Hour Estimate
 City of Twin Oaks - Bridge Condition Report
 TWM Project No: 220713

| | Streets | Project Manager I | Senior Project Manager | Project Engineer II | Technician V | Project Engineer I | Structural Engineer IV | Structural Engineer II | Engineer I |
|---|----------|-------------------|------------------------|---------------------|--------------|--------------------|------------------------|------------------------|--------------|
| Site Visit / Field Investigation | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4.50 | 5.50 |
| Travel Time (Swansea Office to Jobsite) | | | | | | | | 1.50 | 1.50 |
| Field Investigation (site time) | | | | | | | | 3.00 | 3.00 |
| Upload photos / scan field notes | | | | | | | | | 1.00 |
| | | | | | | | | | |
| Bridge Condition Report | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3.00 | 17.00 | 6.00 |
| Internal meeting to discuss finding and proposed repairs | | | | | | | 1.00 | 2.00 | 2.00 |
| Prepare Condition Report: | | | | | | | | | |
| Summarize existing condition findings with photos | | | | | | | | 4.00 | 2.00 |
| Summarize proposed repair options and replacement alternatives and prioritize level of proposed repairs | | | | | | | | 4.00 | |
| Prepare repair vs. replacement cost estimates | | | | | | | | 4.00 | 2.00 |
| Discuss report with Owner / answer questions | | | | | | | | 1.00 | |
| Quality Assurance Review | | | | | | | 2.00 | | |
| Project Management | | | | | | | | 2.00 | |
| | | | | | | | | | |
| TOTALS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3.00 | 21.50 | 11.50 |

| | Project Manager I | Senior Project Manager | Project Engineer II | Technician V | Project Engineer I | Structural Engineer IV | Structural Engineer II | Engineer I |
|-------|-------------------|------------------------|---------------------|--------------|--------------------|------------------------|----------------------------------|-----------------|
| Rates | \$ 123.00 | \$ 180.00 | \$ 139.00 | \$ 104.00 | \$ 133.00 | \$ 171.00 | \$ 152.00 | \$ 106.00 |
| | | | | | | | Engineering Fee | \$ 5,000 |
| | | | | | | | Mileage (80 Miles) | \$ 47 |
| | | | | | | | TOTAL PHASE I PROJECT FEE | \$ 5,047 |



STRUCTURAL CONDITION ASSESSMENT



THOUVENOT, WADE & MOERCHEN, INC.
Missouri Professional Design Firm
License No. 001528
3316 Lemone Industrial Blvd., Suite 2
Columbia, MO 65201
573.442.6474
arutz@twm-inc.com




October 23, 2020



RE: Structural Condition Assessment and Proposed Bridge Modifications



PURPOSE

TWM has been retained by  to investigate the existing condition of the bridge structure, provide a report summarizing the existing condition and provide proposed repairs and preliminary bridge modification details to convert the existing rail road bridge over to trail use.

LIMITATIONS OF ASSESSMENT

Our assessment is limited to areas and structural members to which we had access during our site visit. We did not access the bridge using a manlift or any other piece of special access equipment. Inspections were carried out visually and with limited physical inspection techniques. Existing timber and concrete members were sounded with a hammer when deemed necessary and existing timber piles were drilled at various locations, note timber sounding methods can be subjective with the potential to miss deterioration or defects. Overall bridge measurements were taken and additional measurements were taken where deterioration was found; all other observations were visual.

I. GENERAL GEOGRAPHICAL DATA

- County:
- Location:
- Feature Carried:
- Feature Crossed:
- Latitude:
- Longitude:



II. PHYSICAL DESCRIPTION OF EXISTING STRUCTURE

- Bridge Deck Type: Timber Ballast Deck
- Superstructure Type: Timber Approach Spans & Riveted Steel Plate Girder Main Span
- Substructure Type:
- Abutments: Timber piles with timber pile cap and timber back wall
- Piers 1 & 4: Timber bent with timber columns and timber pile cap
- Piers 2 & 3: Multiple timber column bent with concrete cap and concrete crash wall
- Length and Width: Length = 92'-0"± bk-bk abutments; Width = 13'-6"± out-out of deck
- Span Arrangement: 5-Spans = 14'-6"± - 13'-6"± - 38'-0"± - 6'-0"± - 13'-6"± (North)
14'-0"± - 6'-0"± - 38'-0"± - 13'-6"± - 14'-6"± (South)
- Skew: Varies (28°± at main span)
- Utilities & Attachments: Roadway clearance sign attached to exterior of both girders (see photo 28)



III. FIELD INSPECTION & PHYSICAL EVALUATION

Bridge Deck: The existing bridge deck consists of a closed rail road tie ballasted deck. The condition of the deck varies over the length of the bridge with isolated areas showing significant deterioration (see photos 6 – 8). Vegetation was observed to be growing in the existing bridge deck (see photos 4 & 5). All previously existing rail and rail plates had been removed prior to the time of this inspection.

Steel Plate Girders: The existing main span (span 3) consists of built up steel riveted plate girders (see photos 9 – 12). The girders appear to be in good condition. We observed a local area of flange damage that is likely due to a vehicular impact (see photo 11). This damage is minor. Some surface rusting was observed but no measurable section loss or deterioration was observed. The existing steel bearings also appear to be in good condition (see photo 13). We have determined by calculation that the Steel Plate Girder members are adequate for the proposed loading.

Timber Approach Spans: The existing timber approach spans consist of rectangular timber members (8" x 15½") spaced tightly together (see photos 14 & 17). Overall the members appeared to be in fair condition with isolated deterioration observed at the ends of some of the members near the location of bearing (see photo 15).

Abutments: The existing abutments consist of driven timber piling with a timber beam cap (see photos 16 – 19). The timber piling are in poor condition with advanced section loss observed at multiple pile locations and are in need of replacement (see photos 20 – 23). The piles were drilled with a cordless drill and the majority were found to drill easy and be soft throughout the section, signaling deterioration throughout the pile. The existing back wall and wing walls consist of timber members and appear to be in fair condition.

Piers 1 & 4: Piers 1 & 4 consist of timber pile columns with a timber beam cap at the top and bottom of the columns (see photo 24). The existing foundation below the bottom timber beam cap was not visible but is assumed to be a strip or mat foundation. The observable timber members appeared to be in good condition.

Piers 2 & 3: Piers 2 & 3 consist of 2 rows of timber columns with timber beam caps at the top and bottom of the columns. A concrete pier cap is present above the top timber beam caps and a concrete crash wall is present below the bottom timber beam caps (see photos 25 – 27). The existing pier foundation was not visible but is assumed to be either a mat foundation or driven timber pile foundation. The piers were in good condition and no significant damage or deterioration was observed. We have determined by calculation that the existing timber column members are adequate for the proposed loading, but they should continue to be monitored for future deterioration and loss of capacity. The timber column members could be replaced with steel members in the future when necessary.

DISCUSSION AND PROPOSED SCOPE OF WORK

The original construction date appears to be 1926 based on an observed name plate (see photo 29). For a bridge of this age, the existing steel and concrete components appear to be in good condition. The existing timber members vary in condition and some repairs are necessary before the structure could be repurposed and open for use again as a trail bridge. The main area of focus being the timber approach spans and deterioration of the timber abutment piles. The bridge was originally designed for railroad loading and, based on its proposed use, the vertical live loading will be greatly reduced. Due to this reduction in loading the proposed repairs are intended to meet the proposed loading condition and not replace the original design capacity of the structure. In addition to the proposed repairs, modifications will need to be made to the existing structure to accommodate the intended bike / pedestrian / equestrian use. See below list of proposed repairs and bridge modifications. The majority of these repairs and modifications are also depicted on the conceptual plan sheets shown in Appendix A and are included in the Construction Cost Estimates in Appendix C.

Note: The use of a prefabricated pedestrian truss superstructure was also considered, and a cost estimate for this option has been provided in Appendix C. This option would involve the use of a single span truss bridge and concrete deck. Some benefits of this option are: less long-term maintenance cost and an increased vertical clearance over [REDACTED]. Some disadvantages of a pedestrian truss are: increased project cost and historical preservation challenges associated with removal of the existing bridge. It is recommended that this option to be discussed and considered throughout the next stage of design at the owner's option.



Proposed Repairs:

- Clean and seal existing pier concrete bearing seats.
- Remove existing timber abutments and approach spans.
- Install new cast-in-place concrete abutments (see photos 30 – 33 for similar construction).
- Install new steel beam approach spans & bolsters (see photos 30 – 33 for similar construction).

Proposed Bridge Modifications:

- Remove existing rail road ballast deck and replace with a cast-in-place concrete deck.
- Add steel bridge and steel approach railing.

DISCLAIMERS AND QUALIFICATIONS

This report only addresses the condition of the portion of the structure which was made accessible and observable at the time of inspection. This report does not address any portions of the structure other than those areas mentioned, nor does it provide any warranty, either expressed or implied, for any portion of the existing structure. There is no claim, either stated or implied, that all conditions were observed. The opinions and recommendations contained in this report are based on field investigations performed as a part of this project. The opinions stated in this report are based on limited visual observations, hammer sounding and drilling only. No physical testing was performed.

This report supersedes all prior written or oral discussions of the condition of the structure.

APPENDICES

- A. Conceptual Plan Sheets
- B. Photos
- C. Construction Cost Estimate

Respectfully,

Thouvenot, Wade & Moerchen, Inc.

A handwritten signature in black ink, appearing to read "Adam Rutz", is written over a white rectangular area.

Adam Rutz, PE, SE
Structural Engineer



Appendix A



ST. LOUIS OFFICE
1001 W. WASHINGTON AVE. SUITE 2001
ST. LOUIS, MISSOURI 63101
TEL. (314) 241-2000
FAX (314) 241-2000
info@twm-inc.com

SWANSEA OFFICE
100 SWANSEA BLVD. #200
SWANSEA, ILLINOIS 62226
TEL. (618) 624-4668
FAX (618) 624-4668
info@twm-inc.com

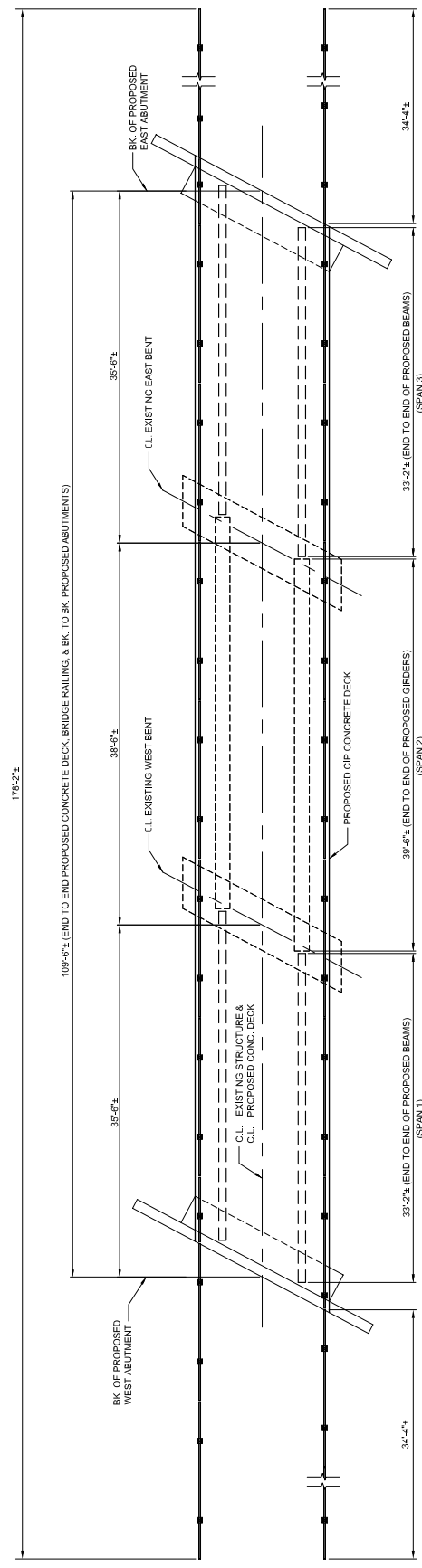
3376 LEMONE INDUSTRIAL BLDG.
COLUMBIA, MISSOURI 65201
TEL. (314) 442-0474

PROFESSIONAL REGISTERED ENGINEER
LICENSE NO. 10000
ISSUED 01/15/1998
RENEWED 01/15/2018
EXPIRES 01/15/2021
MISSOURI PROFESSIONAL ENGINEERING BOARD

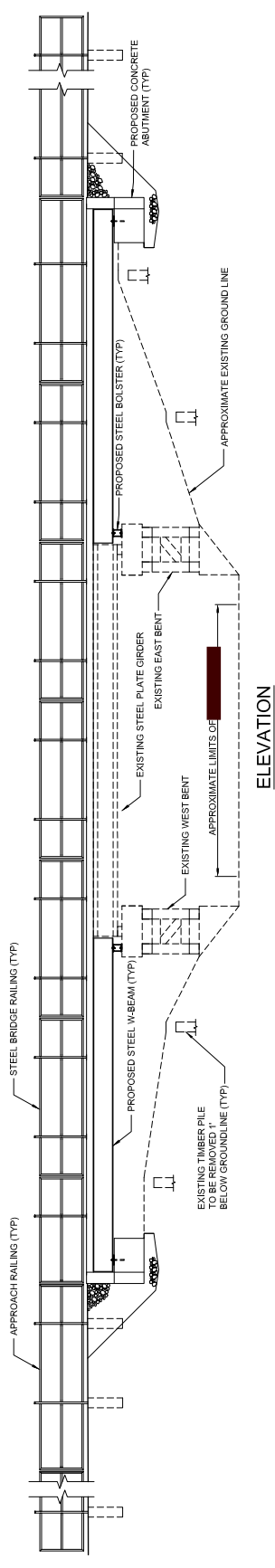
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| REVISION: | |
| REVISION: | |
| DATE: | |
| ISSUE DATE: | 10/23/2020 |

CAD DWG FILE:
DRAWN BY: DKA
CHECKED BY: JBR
DESIGNED BY:

SHEET NUMBER:
S-01
1 OF 3 SHEETS
10/23/2020

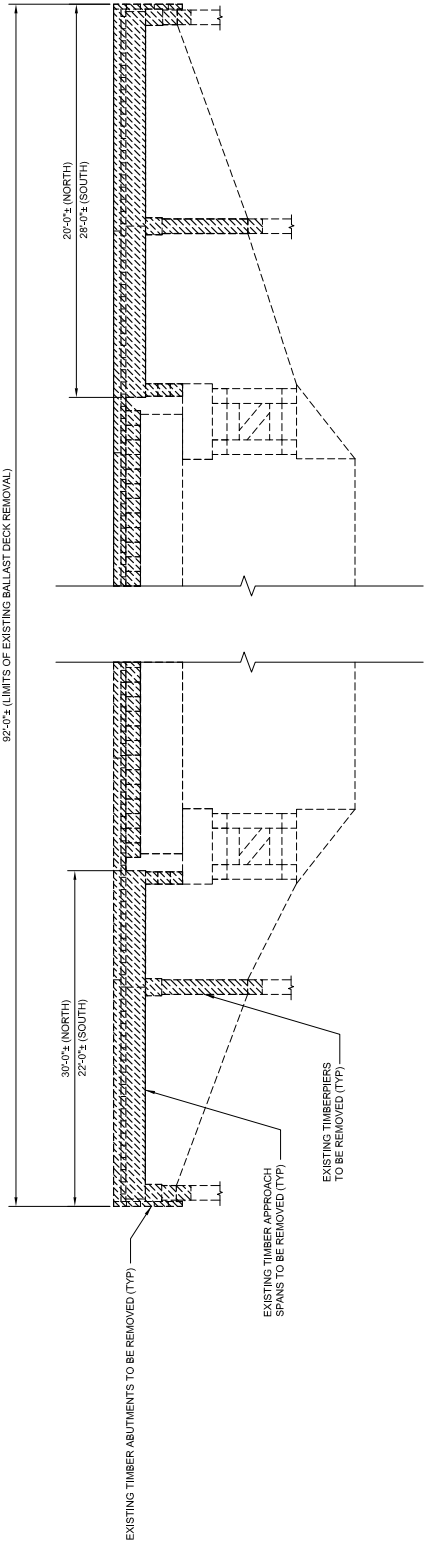


PLAN

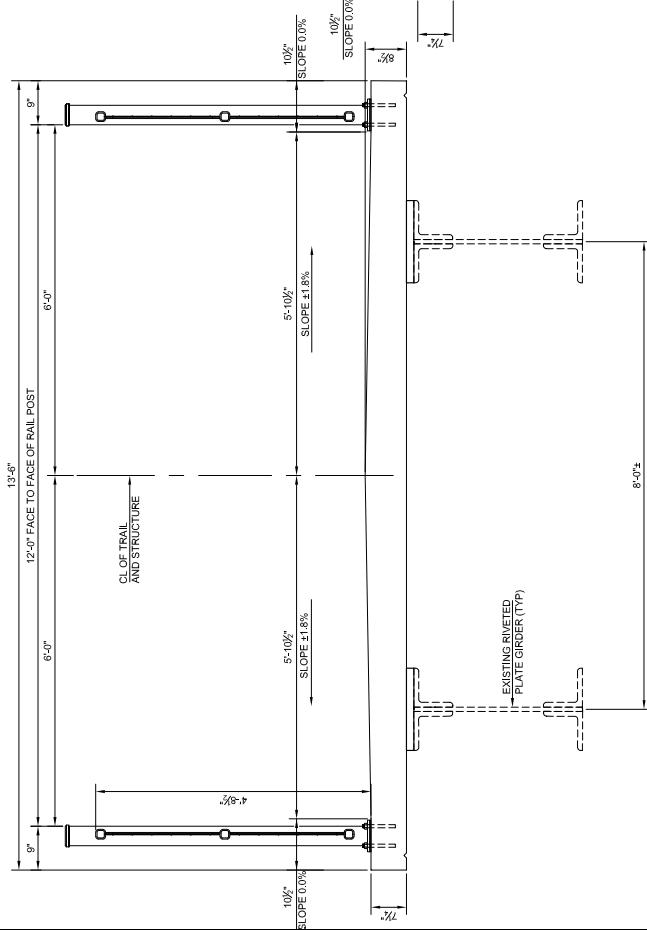


ELEVATION

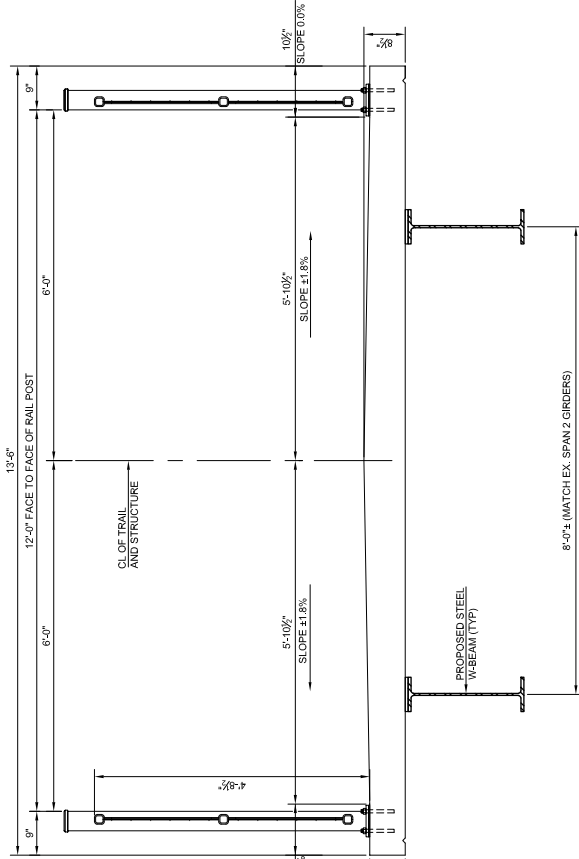
92'-0"± (LIMITS OF EXISTING BALLAST DECK REMOVAL)



DEMOLITION ELEVATION



TYPICAL DECK CROSS SECTION
(SPAN 2)



TYPICAL DECK CROSS SECTION
(SPAN 1&3)

**THOUVENOT,
WADE &
MOERCHEN, INC.**
ENGINEERS ARCHITECTS PLANNERS



ST. LOUIS OFFICE
1001 W. WASHINGTON BLVD. SUITE 2001
ST. LOUIS, MISSOURI 63101
TEL: (314) 433-1000
FAX: (314) 241-2300
info@twm-t.com

SWANSEA OFFICE
100 W. WASHINGTON BLVD. #200
SWANSEA, ILLINOIS 62226
TEL: (618) 674-4668
FAX: (618) 674-4668
info@twm-t.com

MEMPHIS OFFICE
3316 LEMAY INDUSTRIAL BLVD.
COLUMBIA, MISSOURI 65201
TEL: (314) 442-0474

LEWIS & CLARK
REGISTERED PROFESSIONAL ENGINEER
REGISTERED ARCHITECT
REGISTERED PLANNER

REVISION: _____
REVISION: _____
REVISION: _____
REVISION: _____
DATE: _____

ISSUE DATE: 10/23/2020

CAD DWG FILE: _____
DRAWN BY: DKA
CHECKED BY: JBR
DESIGNED BY: _____

SHEET NUMBER:

S-02

2 OF 3 SHEETS
10/23/2020



Appendix B



Photo 1 – Bridge Elevation (Looking North)



Photo 2 – Bridge Elevation (Looking North)



Photo 3 – Bridge Elevation (Looking South)



Photo 4 – Top of Bridge (Looking East)



Photo 5 – Top of Bridge (Looking West)



Photo 6 – Existing Ballast Deck Deterioration



Photo 7 – Existing Ballast Deck Deterioration



Photo 8 – Existing Ballast Deck Deterioration



Photo 9 – Existing Steel Plate Girder (From Below)



Photo 10 – Existing Steel Plate Girder



Photo 11 – Existing Steel Plate Girder



Photo 12 – Existing Steel Plate Girder (Showing Cross Frames)



Photo 13 – Existing Steel Plate Girder (Showing Bearing)



Photo 14 – Existing Timber Approach Spans



Photo 15 – Existing Timber Approach Span Deterioration



Photo 16 – Existing East Abutment Elevation (Showing Timber Retaining Wall)



Photo 17 – Existing East Abutment Elevation



Photo 18 – Existing West Abutment Elevation



Photo 19 – Existing West Abutment Elevation



Photo 20 – Existing Abutment Pile Deterioration



Photo 21 – Existing Abutment Pile Deterioration



Photo 22 – Existing Abutment Pile Deterioration



Photo 23 – Existing Abutment Pile Deterioration



Photo 24 – Existing Timber Pier



Photo 25 – Existing Interior Bent Elevation



Photo 26 – Existing Interior Bent (Looking South)



Photo 27 – Existing Interior Bent (Looking North)



Photo 28 – Existing Roadway Clearance Sign



Photo 29 – Name Plate



Photo 30 – Similar Construction



Photo 31 – Similar Construction



Photo 32 – Similar Construction



Appendix C

CONSTRUCTION COST ESTIMATE - PROPOSED REPAIRS AND BRIDGE MODIFICATIONS

| Work Item Description | Unit | Quantity |
|--|------|----------|
| Mobilization & Clearing and Grubbing | LS | 1 |
| Existing Ballast Deck Removal | LF | 92 |
| Existing Timber Abutment and Approach Span Removal | LS | 1 |
| New Steel Approach Spans & Bolsters | LF | 66 |
| New CIP Concrete Abutments | EA | 2 |
| CIP Concrete Deck | SF | 1478 |
| Clean and seal existing concrete bearing seats | LS | 1 |
| Steel Bridge & Approach Railings | LF | 356 |

CONSTRUCTION COST ESTIMATE - PREFABRICATED PEDESTRIAN TRUSS

| Work Item Description | Unit | Quantity |
|--|------|----------|
| Mobilization & Clearing and Grubbing | LS | 1 |
| Existing Ballast Deck Removal | LF | 92 |
| Existing Timber Abutment and Approach Span Removal | LS | 1 |
| Existing Structural Steel Removal | LS | 1 |
| New CIP Concrete Abutments | EA | 2 |
| Fabricate and Set New Pedestrian Truss | LF | 110 |
| Steel Approach Railings | LF | 137 |



LASHLY & BAER, P.C.
ATTORNEYS AT LAW

BRIAN J. MALONE
Licensed in Missouri
DIRECT: 314 436.8375
bmalone@lashlybaer.com

MISSOURI
714 Locust Street
St. Louis, MO 63101-1699
TEL: 314 621.2939
FAX: 314 621.6844
www.lashlybaer.com

ILLINOIS
20 East Main Street
Belleville, IL 62220-1602
TEL: 618 233.5587
By Appointment Only

June 28, 2022

City of Twin Oaks
Attn: City Clerk, Frank Johnson
1381 Big Bend Road
Twin Oaks, Missouri 63021

Re: Request for Proposals – Prosecuting Attorney Services

Dear Mr. Johnson:

Lashly & Baer is very pleased to respond to your request for proposals in connection with the selection of a prosecuting attorney for the City of Twin Oaks, Missouri.

In light of our experience, we believe that we are uniquely qualified to provide the required legal services. We have a broadly based governmental and public institutions practice, with clients throughout the St. Louis metropolitan area. Our clients currently consist of metropolitan library districts, a county library district, federal agencies, municipal and county governments, school districts, fire districts, issuers of tax-exempt obligations, colleges, urban development authorities and others.

I currently serve as municipal prosecuting attorney for the cities of Festus, Glendale, and Weldon Spring. I am a former Assistant County Counselor, and have considerable experience prosecuting in the St. Louis County Municipal Court, where the City's ordinance violations are heard.

We believe that Lashly & Baer will provide unique value-added legal services in a cost-effective manner to the City of Twin Oaks based upon our unparalleled experience and our practical awareness. We take pride in the energy and innovation which we bring to provide solutions and positive results for our clients. We look forward to meeting with you as you consider our proposal. Should you have any questions, please feel free to call me.

Very truly yours,

Brian J. Malone
BJM/nm

MISSOURI

714 Locust Street
St. Louis, MO 63101-1699
TEL: 314-621-2939
FAX: 314-621-6844
www.lashlybaer.com

ILLINOIS

30 East Main Street
Belleville, IL 62220-1602
TEL: 618-253-5587
By Appointment Only



City of Twin Oaks, Missouri Lashly & Baer, P.C. Proposal Response for Prosecuting Attorney Services

Contact Information

Brian J. Malone

Lashly & Baer, P.C.
714 Locust Street
St. Louis, Missouri 63101-1699
Telephone: 314-621-2939
Direct: 314-436-8375
Email: bmalone@lashlybaer.com
Fax: 314-621-6844

**City of Twin Oaks – Request for Proposal
Prosecuting Attorney Services**

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SECTION 1 FIRM INFORMATION

The legal practice of Lashly & Baer, P.C. was established in 1912 and extends to the representation of national, regional and local clients consisting of individual, business, governmental and nonprofit clients who are active in many significant industries and range in size from small start-up enterprises to established international companies. The Firm was originally organized as a partnership in 1912. In 1975, the Firm was reorganized as a professional corporation under the laws of the State of Missouri and the Rules of the Supreme Court of Missouri.

Office Locations. The Firm's offices are located at 714 Locust Street, St. Louis, Missouri 63101; 314-621-2939 (telephone); 314-621-6844 (facsimile); and at 20 East Main Street, Belleville, Illinois 62220, 618-233-5587 (telephone); 618-277-4552 (facsimile).

Management. The Firm is governed by a five-member Board of Directors. Lisa O. Stump is President and Chief Executive Officer of the Firm.

Practice Areas. The Firm is divided into client groups for Governmental and Public Institutions which includes educational institutions, for Private Business, and for Risk Management.

Governmental and Public Institutions. Lisa O. Stump is Chair of the Governmental and Public Institutions Practice Group.

For over 40 years, Lashly & Baer has provided sound legal counsel to public sector institutions. During this time, we've earned a solid reputation for prompt legal services at a reasonable cost. We believe that providing smart legal advice is vital, but providing this help in a timely manner is just as critical to meeting your legal issues. Our attorneys are experienced and trial-tested in the statutes and regulations affecting government and public agencies. We represent a variety of clients including major school districts, a multi-state compact agency, libraries, a housing authority, municipalities, fire districts, a rate review agency, and issuers of tax-exempt obligations. Lashly & Baer has the experience to handle drafting ordinances, resolutions, contracts, leases, public bidding, tax increases, bond issues, and other legal issues that government and public agencies regularly face.

City of Twin Oaks Accountability. Attorney Brian J. Malone will have ultimate responsibility and accountability for the prosecuting attorney services provided and fees charged to the City of Twin Oaks, Missouri. Other attorneys at Lashly & Baer with prosecutorial experience will be available to serve the City of Twin Oaks under Mr. Malone's supervision.

Conflict of Interest Procedures. We represent many government entities within the St. Louis metropolitan area, listed in section 3. After due inquiry, we know of no conflict of interest and we agree not to acquire any interest either directly or indirectly that would present any conflict of interest in our ability to perform legal services for the City of Twin Oaks, Missouri.

Under applicable Missouri Supreme Court Rules, a conflict of interest exists whenever the representation of a client will be directly adverse to another client, or whenever the representation may be materially limited by a lawyer's responsibility to another client. As a general rule, when

such a conflict exists, the lawyer must withdraw from the representation unless the lawyer reasonably believes the representation of either client will not be adversely affected and each client consents after consultation.

A conflict check is circulated among the lawyers and staff by the billing attorney for each new client or new matter for an existing client. The Accounting Department compares the conflict check data against all existing and former clients and vendors.

We have always been very cognizant of these principles and we have seldom been faced with the need to withdraw from representing one of our clients due to a conflict, but we remain ever vigilant of that possibility. In the event a conflict were to arise, we would make appropriate disclosures and otherwise act in accordance with our ethical obligations.

SECTION 2
PRINCIPAL QUALIFICATIONS AND EXPERIENCE

Naturally, the entire resources of Lashly & Baer will be available to the City of Twin Oaks. However, Brian J. Malone will be primarily responsible for providing prosecuting attorney services to the City.

Brian J. Malone, B.A. Truman State University, 2002; J.D., Washburn University School of Law, 2006. Mr. Malone is licensed to practice before the Supreme Court of Missouri (2006) and the United States District Court for the Eastern District of Missouri (2009). He joined the Firm in 2016 and became a member in 2019. Brian's practice is primarily devoted to assisting governmental bodies and public institutions in the St. Louis area.



Brian serves as the municipal prosecuting attorney for the cities of Glendale, Festus, and Weldon Spring. Brian began his career as an Assistant County Counselor for St. Louis County, where he served as municipal prosecuting attorney. Brian served as the prosecuting attorney in the Town and Country Municipal Court from 2011 – 2015. Brian has tried dozens of bench trials in municipal court and circuit court, and tried several jury trials on municipal ordinance violation cases. Brian regularly advises cities on code enforcement and municipal court procedures.

Brian presently serves as City Attorney for the cities of Ellisville and Festus. Mr. Malone has worked with local governments on a wide variety of legal issues including personnel matters, zoning, election law, taxation, constitutional law, official immunity, sovereign immunity, sunshine law, accessibility, and general government operations. Brian has provided legal advice to municipalities, school districts, public libraries, public hospitals, election authorities, and other governmental entities. Brian has represented local governments and public bodies in circuit courts in Missouri, has briefed and argued cases before the Missouri Court of Appeals, and has successfully argued before the Missouri Supreme Court. *Metro. St. Louis Sewer District v. City of Bellefontaine Neighbors*, 476 S.W.3d 913 (Mo. banc 2016).

Brian earned his J.D. from Washburn University School of Law, where he was active in moot court and the law clinic. Brian tried his first jury trial while still a student in the law clinic. In law school, Brian was selected for the Order of the Barristers, recognizing his achievements in oral advocacy, and received the Ungerman Award for excellence in clinical practice.

Brian has presented seminars on municipal court procedures and firearms law, and has published the following articles: *The Right to Regulate the Right to Bear Arms*, Missouri Municipal Review, March/April 2018; *News from the Bench: Considering the Right to Bear Arms*, Missouri Municipal Review, Jan./Feb. 2019; and *Developments in the Law Regarding Warrantless Arrests*, Journal of the Missouri Bar, Nov./Dec. 2019; and *Demystifying the Second Amendment Preservation Act: A Guide for Cities and Police Departments*, Missouri Municipal Review, March/April 2022.

Mr. Malone is a member of the Municipal Attorneys Association of Metropolitan St. Louis, The Bar Association of Metropolitan St. Louis, and the Missouri Municipal Attorneys Association. Brian was selected by FOCUS St. Louis for its 2020-2021 Leadership St. Louis Class.

**SECTION 3
REFERENCES**

We provide prosecuting attorney services to the following municipalities:

City of Ellisville

Mr. Bill Schwer
City Manager
1 Weis Avenue
Ellisville, Missouri 63011
636-227-9660, Ext. 3025

City of Festus

Mr. Greg Camp
City Administrator
711 W. Main Street
Festus, Missouri 63028
636-937-4694, Ext. 307

City of Glendale

Mr. Ben DeClue
City Administrator
424 N. Sappington Road
Glendale, Missouri 63122
314-965-3600

City of Weldon Spring

Michael Padella
City Administrator
City of Weldon Spring
5401 Independence Rd.
Weldon Spring, Missouri 63304
636-441-2110, Ext. 102

SECTION 4
PROPOSED FEE/EXPENSE REIMBURSEMENT

Fee Proposal

We have found that many clients are attracted to our competitive fee structure. The fees charged to the regular business clients of Lashly & Baer presently range from \$250 an hour to \$450 an hour, depending upon the age, experience and degree of responsibility possessed by a given lawyer on a given matter. We have a different and lower schedule of rates when rendering services to clients that are supported by public funds. We propose to provide general legal services to the City of Twin Oaks at the following **reduced governmental** hourly rates:

- For the flat fee of **\$700.00 per month**, Lashly & Baer shall provide the following basic services:
 - Prepare and prosecute municipal ordinance violations of the City of Twin Oaks in the St. Louis County Municipal Court, as submitted by the law enforcement/code enforcement officers and personnel, issue additional charges, recommend amendments to charges, and be accessible to court personnel, as may be required; and
 - Attend one regular docket of the municipal court per month.
- The Following additional services shall be rendered to the City by Lashly & Baer at the reduced hourly rate of **\$225.00 per hour**:
 - Prosecution of municipal ordinance violations in the St. Louis County Circuit Court for jury trial or trial de novo;
 - Attend additional or special dockets; and
 - Prosecution of appeals of municipal prosecutions to the Missouri Court of Appeals and/or the Supreme Court of Missouri.

Because of our broad experience in all areas of municipal law, we regularly focus on ensuring that the right attorney is handling each assignment to provide efficient and economical legal services to the City. All work will be supervised by the primary Attorney, Brian J. Malone.

We recognize that every City has different needs and that Twin Oaks is transitioning from having its ordinance violations prosecuted by the Office of the County Counselor to having its own municipal prosecutor. We are happy to discuss alternate fee structures to better suit the City's needs.

Expenses – Expenses incurred in the course of our representation such as court costs, copying, long distance telephone charges and computerized legal research are billed separately at our actual cost. When economically feasible, large reproduction projects are sent to an outside copy service. The Firm does not bill for mileage for travel to Twin Oaks. Other travel will be billed at actual cost and the above-quoted hourly rates.

Estimates – We regularly provide estimates of the fees and expenses for the performance of the legal services at any time. Such an estimate depends, in large part, on the extent to which the City

may conduct certain due diligence activities and participate in the documentation of certain of these matters. It will also depend on the need to obtain such constituent organizational approvals as the City may require as a matter of policy and the willingness of such constituent organizations to take reasonable positions throughout the project.

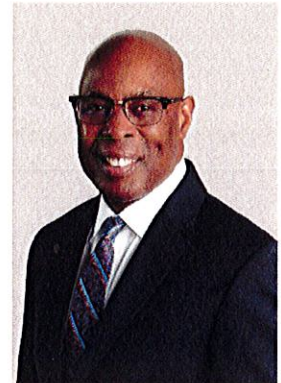
Estimates may require adjustment to provide for: (i) a request for additional legal services not contemplated; (ii) a change in the structure of the participants which requires additional legal services; (iii) an unanticipated demand which requires additional legal services; (iv) a delay in the receipt of information required for the prompt delivery of legal services; (v) a delay in the conclusion of the matter which requires additional legal services; (vi) a change in the law which requires additional legal services; and (vii) an unknown or unexpected factual circumstance which requires additional legal services.

Cost Containment – Cost containment is, in our experience, a matter of management as well as technique. Early identification of legal issues generally permits an inexpensive examination of effective alternatives. Our billing would identify the City’s staff member who requested the work. In addition, we provide monthly status reports of legal matters.

Invoicing of Services Rendered – Each invoice for services and costs will be submitted directly to the Twin Oaks City Hall. Attorney and paralegal time is recorded in increments of 1/10 of an hour.

**SECTION 5
ATTORNEY PROFILES**

Judge Jimmie M. Edwards, is a member of the Firm’s Litigation, and Government and Education practice groups. He is also a mentor, as well as assisting with the Firm’s recruiting and diversity committees.



Judge Edwards served St. Louis as the Director of Public Safety since 2017, when he was appointed by Mayor Lyda Krewson. Prior to this position, he was appointed to the 22nd St. Louis Judicial Circuit Court and served there from 1992 to 2017. He spent most of his time on the bench as an Administrative Judge of the Family Court and Chief Juvenile Court Judge. Judge Edwards spent 15 years hearing adult cases before being appointed to the juvenile court in hopes of making a difference in the lives of children before they became criminals.

Judge Edwards is the founder of the Innovative Concept Academy, a ground-breaking school in St. Louis Missouri that acts as a last resort for at-risk teens. The program garnered national attention from CBS Early Show, Today Show, The Wall Street Journal, and a visit from the U.S. Secretary of Education. The program also earned Edwards the “Hero Among Us” recognition by People magazine. Ebony magazine selected him to its 2013 “Power 100 Most Influential in America List” and Chief Justice of the United States John Roberts presented Judge Jimmie M. Edwards with the William Rehnquist Award for Judicial Excellence, one of our nation’s highest judicial awards. In 2014, Judge Edwards received honorary Doctor of Law Degrees from Saint Louis University and Eden Theological Seminary.

Judge Edwards graduated from Saint Louis University in 1978, where he earned a Bachelor of Arts degree, and again in 1982, where he earned a Juris Doctorate degree. Judge Edwards began his practice at a small law firm in St. Louis, Missouri in 1981.

James C. Hetlage, B.A., English Literature, Kenyon College, 1986; J.D., Washington University, 1989. Mr. Hetlage is licensed to practice before the United States Courts of Appeals for the Eighth Circuit and the Federal Circuit, the United States District Court for the Eastern District of Missouri, the Supreme Court of Missouri and the Supreme Court of Illinois. Mr. Hetlage has been selected for inclusion in *Missouri & Kansas Super Lawyers* (Employment & Labor) in multiple years, most recently in 2021, and has been selected by his peers for inclusion in *The Best Lawyers in America*® in multiple years, most recently in 2022, for his work in Employment Law on behalf of employers and management. Mr. Hetlage has also earned the AV Preeminent rating, which is the highest possible rating, from Martindale-Hubbell. Mr. Hetlage has practiced law at Lashly & Baer, P.C. since 1989. He became a Shareholder of the Firm in 1996, has led the Firm’s labor and employment practice team since 1999, and has served on the Firm’s Board of Directors from 2013 to present.



Mr. Hetlage serves as the City Attorney for the Cities of Wentzville, Missouri, and Glendale, Missouri, as special employment counsel to the Cities of Crestwood and Festus, and as special counsel for the City of Sunset Hills. Mr. Hetlage addresses general municipal governance issues for these cities, including Sunshine Law issues, election law issues, general employment and labor law issues, procurement issues, and public contracting issues. Mr. Hetlage also serves as counsel for the Board of Election Commissioners of the City of St. Louis and is personally responsible for advising the Board on election, open records and employment law issues, and he handles all of the Board's litigation. In addition, Mr. Hetlage represents public and private-sector clients in commercial litigation, employment litigation and class action labor claims. Mr. Hetlage has drafted and advised boards on the interpretation of various policies and regulations for public and governmental institutions including, employment policies, public records policies, open meeting policies, and conflict of interest policies.

Much of Mr. Hetlage's work is in the area of public employment law. Mr. Hetlage engages in the defense of employment discrimination claims and litigation and addresses general employment and labor law issues for public agency and private employers. He has tried and successfully defended claims brought under Title VII, the ADEA, the ADA, the Rehabilitation Act, the Missouri Human Rights Act, 42 U.S.C. § 1981 and 1983, and the FMLA. Mr. Hetlage has represented The Bi-State Development Agency, the Board of Education of the City of St. Louis, the Rockwood R-VI School District, the St. Louis Public Library and other public employers in employment discrimination matters, general employment law litigation, public sector labor law issues, EEO matters and general employment and labor law counseling.

A significant part of Mr. Hetlage's litigation practice includes the pursuit of and defense against claims for immediate equitable relief when legal remedies are inadequate. Mr. Hetlage is experienced in pursuing and defending applications for special writs, motions for temporary restraining orders and claims for preliminary and permanent injunctions and for declaratory judgment.

Mr. Hetlage takes an aggressive approach to defending employment cases, by thoroughly analyzing the facts in each case and identifying means to win the case as swiftly as possible. Through this aggressive approach, Mr. Hetlage has many cases dismissed prior to trial and thus saves his clients both time and substantial legal fees. He has defended over 40 employment cases and has represented employers before the EEOC and the Missouri Commission on Human Rights in more than 100 charges of discrimination. Mr. Hetlage has argued labor and employment matters before the Missouri Supreme Court, the U.S. Court of Appeals for the Eighth Circuit, the Missouri Court of Appeals and both federal and state trial courts in Missouri and Illinois. Mr. Hetlage has significant experience in resolving employment and labor disputes through arbitration and mediation. Mr. Hetlage's representation of employers includes consultation regarding hiring practices, WARN Act compliance, ADA compliance, termination and disciplinary practices, and preparation and review of employee manuals and policies. Mr. Hetlage has concentrated much of his employment practice in the representation of governmental and public agencies that face due process and other constitutional considerations in their employment decisions in addition to the standard employment laws. Through such consultation and review, clients are often able to avoid unnecessary and costly litigation.

In addition to his extensive employment experience, Mr. Hetlage represents governmental agencies, businesses and individuals both as defendant and plaintiff in various types of general commercial litigation, including construction litigation related to the MetroLink Light Rail System, condemnation for certain public bodies and property owners, and litigation regarding real estate disputes. Mr. Hetlage has defended class action lawsuits brought in State and Federal Courts in Missouri including claims under the Fair Labor Standards Act, the Fair Credit Reporting Act and the Fair and Accurate Credit Transactions Act. Mr. Hetlage has also handled complex litigation regarding compensation and retirement benefits of public-sector employees including the defense of the Saint Louis Public Library in litigation involving interpretation and application of the laws and regulations applicable to the St. Louis City Employees Retirement System.

Mr. Hetlage also regularly advises cities regarding economic development incentives, including the issuance of Chapter 100 bonds, and the use of Community Improvement Districts, Neighborhood Improvement Districts, Transportation Development Districts and Tax Increment Financing to assist in financing development projects. Mr. Hetlage is well-versed in reviewing complex bond documents on behalf of cities and other bond issuers and works very well with designated bond counsel to ensure the interests of the city are well represented.

Mr. Hetlage often speaks at seminars and in-service training programs on sexual harassment and other employment topics. His recent topics include “Personnel Law Updates for Missouri Municipal Employers,” Missouri Municipal League Annual Conference, September 16, 2020; “Impacts of the Families First Coronavirus Response Act and the Coronavirus Aid, Relief, and Economic Security Act (CARES Act),” Missouri Municipal League Webinar, April 2, 2020; “Employment Law Basics and Developments” at the monthly meeting of the St. Louis Paralegals Association in August 2018; “The Fair Labor Standards Act for Schools” at a MSBA Webinar in February 2013; “Social Networking Websites in the Workplace – What’s Legal; What’s Not” at the 2009 MSBA Conference; “Employment Laws for Missouri School Districts” at the 2007 Missouri Association of School Business Officials Conference; “Selecting and Terminating Employees” for an NBI seminar; “Drug Testing of Private and Public Employees” for the Human Resources Management Association; and “Recent Developments in the ADA and FMLA” for a seminar on Hot Topics in School Law.

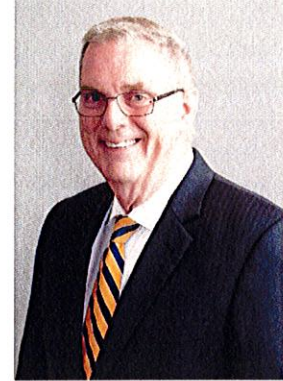
Mr. Hetlage’s significant reported cases include:

Clark v. St. Louis Public Schools, 2006 WL 208600 (E.D. Mo.);
Wade-Lemee v. Board of Education, 2005 WL 2333890 (E.D. Mo.);
Davis v. Hammonds, 103 Fed. App. 51 (8th Cir.);
Darst Webbe Tenant Assoc. v. St. Louis Housing Authority, 202 F.Supp.2d 938 (E.D. Mo.);
Cross v. Board of Education, 223 F.3d. 867 (8th Cir.);
Wack v. Board of Education of the City of St. Louis, 25 S.W.3d 689 (Mo. App. E.D.);
FDIC v. Davis, 167 F.3d 1199 (8th Cir.);
Miles v. Board of Education of the City of St. Louis, 989 F. Supp. 1225 (E.D. Mo.);
C.F.S. v. Mahan, 943 S.W.2d 615 (Mo. App. E.D.).

Mr. Hetlage is a member of the American Bar Association, The Missouri Bar, the Bar Association of Metropolitan St. Louis, and the Illinois Bar Association. He is a member of the American Bar Association’s Labor and Employment and Litigation Sections. Mr. Hetlage has served on the Washington University School of Law Executive Alumni Committee, the Board of Directors of the

National Kidney Foundation of Eastern Missouri and Metro East, Inc., and the Board of Directors of the Webster Child Care Center.

Lawrence J. Wadsack, B.S., *with honors*, Criminal Justice, Truman State University, 1977; J.D., *magna cum laude*, Saint Louis University, 1996. At Saint Louis University School of Law, Mr. Wadsack was a member of the Order of the Woolsack, a William Healy Scholar, an editor of the Saint Louis University Law Journal, and the recipient of several American Jurisprudence Awards. He is licensed to practice before the United States Court of Appeals for the Eighth Circuit, the United States District Court for the Eastern District of Missouri, the Supreme Court of Missouri and the Supreme Court of Illinois.



Mr. Wadsack engages primarily in the representation of governmental and public institutions. He advises public entities on various issues, including open meetings law, the conduct and contest of election results and campaigns, the use of metal detectors, employee dress codes, the First Amendment, search and seizure, work place and religion, and employee discipline and termination. He has dealt extensively with how social networking sites such as Facebook and Twitter impact governmental entities and their staffs.

Mr. Wadsack has defended negligence claims brought against public entities and their employees and is well-versed in both sovereign and official immunity defensive doctrines. Mr. Wadsack has served as a facilitator at School Violence Prevention Seminars. He has made multiple presentations at conferences and has presented on a wide range of topics including a school district's authority to discipline students for activities on social networking sites, due process rights, school safety and security, residency and enrollment, student discipline, Fourth Amendment rights, and defense of negligence claims.

Mr. Wadsack advises public entities regarding employee hiring and background checks and procedural requirements for disciplining and terminating employees and has conducted and prosecuted numerous administrative personnel hearings.

Mr. Wadsack has provided City Attorney and Prosecuting Attorney services for the City of Festus, Missouri and has served as the Assistant Prosecuting Attorney for the City of Weldon Spring, Missouri.

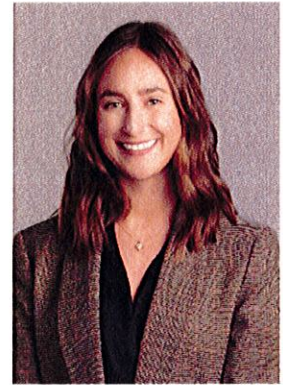
Prior to becoming an attorney, Mr. Wadsack served as a Major with the St. Louis County Police Department in Clayton, Missouri. He is a graduate of the F.B.I. National Academy in Quantico, Virginia.

Mr. Wadsack is a member of the American Bar Association, The Missouri Bar, Bar Association of Metropolitan St. Louis, Illinois State Bar Association, National Council of School Attorneys, Missouri Council of School Attorneys, St. Louis County Bar Association, the St. Louis County Municipal League, the Missouri Municipal League, the Missouri Municipal Attorneys Association

and the F.B.I. National Academy Associates. In addition, Mr. Wadsack has served as a Board Member for the Special Olympics Missouri and for the Special Olympics Missouri Endowment Fund.

Mr. Wadsack serves as a volunteer to support The Backstoppers of St. Louis and is proud to be a member of The Backstoppers Family Friend Committee. The Backstoppers is an organization that provides support and financial assistance to the spouses and children of local police officers, firefighters, publicly-funded paramedics and EMTs and volunteer fire protection units, who have lost their lives while performing their duty.

Alexandra S. Sievers, B.S., *summa cum laude*, Political Science, Southern Illinois University Edwardsville, 2017; J.D., *magna cum laude*, Saint Louis University School of Law, 2020. Ms. Sievers is a member of the Order of the Woolsack at Saint Louis University School of Law where she received Academic Excellence Awards in several subjects. Ms. Sievers is licensed to practice law before the Supreme Court of Missouri, the United States District Court, Eastern District of Missouri and United States District Court, Western District of Missouri. Ms. Sievers is admitted to the Illinois Bar.



Ms. Sievers focuses her practice primarily in the representation of governmental and public institutions, with an emphasis on education law. Ms. Sievers is an Assistant Prosecutor in Festus, Missouri. She has assisted in drafting and interpreting a variety of agreements for municipal clients, including service agreements and cooperative agreements between political subdivisions. Ms. Sievers has assisted in policy development, as well as preparing ordinances and resolutions for a variety of public entities. She has experience in researching and drafting memoranda on election law, labor and employment, zoning, constitutional law, sovereign immunity, Title IX, electronic signature policies, disability discrimination, notary law, Sunshine Law, body camera law, and taser retention. She assisted the Firm in the drafting of the Coronavirus Resource page, and researched and analyzed local, state and federal coronavirus statutes, orders and opinions. Ms. Sievers regularly appears at meetings of boards of adjustment, planning commissions and architectural review boards. Ms. Sievers has assisted in reviewing and updating cities codes of ordinances to reflect new changes in the law.

Ms. Sievers is a member of the American Bar Association, the Missouri Bar Association, the Bar Association of Metropolitan St. Louis, the Women Lawyers' Association of Greater St. Louis, the Missouri School Boards Association and the Illinois Bar Association.

ENGELMEYER & PEZZANI, LLC

ATTORNEYS AT LAW

Timothy A. Engelmeyer*
Anthony M. Pezzani

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Chesterfield MO 63017

636-532-9933

314-448-4320 fax

www.epfirm.com

Emily W. Kalla*
Associate Attorney

*Also licensed in Illinois

June 27, 2022

Mr. Frank Johnson
City Clerk
City of Twin Oaks
1381 Big Bend Rd.
Twin Oaks, Missouri 63021

Re: Prosecuting Attorney Services

Dear Mr. Johnson:

Please allow this letter to serve as my proposal to provide prosecuting attorney services for the City of Twin Oaks. I have attached my resume that summarizes my prosecution experience at the municipal level. I would also like to highlight a couple areas where my services could benefit your city.

First, I already serve as the prosecutor for the neighboring city of Valley Park. Criminal activity does not confine itself to certain boundaries or jurisdictions. I am keenly aware of the issues that face both cities and it would be a benefit to have one set of eyes working with the St. Louis County Police on those common issues, notably crossover crime.

Second, I have extensive experience working with problem properties and code violations. While drugs, traffic and peace disturbances are worthy of aggressive prosecution, dilapidated and ill-maintained properties are the biggest challenge for municipal officials. I have the knowledge and experience to address these issues head-on.

My proposal to handle prosecution services for the city, including handling all warrant applications, reviewing & approving all tickets/summons/citations written under the Twin Oaks Municipal Code, and litigating all certified jury trials is \$150.00 per hour. Since court staff employees are prohibited from performing prosecutorial services under recent changes in the law, my proposal also includes an experienced Prosecutor Assistant at the rate of \$25.00 per hour.

Mr. Frank Johnson
City Clerk
City of Twin Oaks
Page Two

Thank you for allowing me to submit this proposal and I look forward to meeting you in person.

Sincerely,


Timothy A. Engelmeier

TAE:kjk
Enclosure

TIMOTHY A. ENGELMEYER
ENGELMEYER & PEZZANI, LLC
Attorney at Law

tim@epfirm.com

Residence:
1406 Fox Hill Farms Ct.
Chesterfield, MO 63005
(314) 799-0830

Office:
13321 N. Outer Forty Rd.
Chesterfield, MO 63017
(636) 532-9933

EDUCATION:

- * Horton Watkins High School 1985
- * Arizona State University '85-'87
- * Southwest Mo. State U.--B.S. Communications '87-'89
- * St. Louis University--Juris Doctorate '89-'92

EXPERIENCE:

- * Partner, Engelmeyer & Pezzani, LLC '06-
- * Partner, McMichael, Logan & Engelmeyer '92-'06
- * Prosecuting Attorney, City of Chesterfield '01-
- * Prosecuting Attorney, City of Valley Park '07-
- * Prosecuting Attorney, City of Des Peres '04-
- * Prosecuting Attorney, City of Fenton '18-
- * Prosecuting Attorney, City of Clarkson Valley '18-
- * Deputy Prosecuting Attorney, City of Wildwood '03-
- * Judge, Town of Augusta '06-'16
- * Judge, City of Creve Coeur '10-
- * Provisional Judge, Cities of O'Fallon & St. Charles '14-

WORK EMPHASIS:

- * Litigation. Prosecuting and Defending civil and criminal cases.
- * Federal and State Appeals
- * Arbitration and Mediation

**ASSOCIATIONS/
MEMBERSHIPS:**

- * The Missouri Bar
- * The Illinois Bar
- * Board of Directors, Mo. Municipal & Ass. Circuit Judges Ass.
- * The Bar Association of Metropolitan St. Louis
(Former Board of Directors and Chair of the Suburban Section)
- * The Lawyers Association of St. Louis
- * The American Bar Association
- * The Chicago Bar Association
- * The Missouri Athletic Club

LICENSED:

- * The State of Missouri
- * The State of Illinois
- * The United States District Court Eastern District of Mo.
- * The United States District Court Western District of Mo.
- * The United States 8th Circuit Court of Appeals

PERSONAL: Married to Dana Engelmeyer. Three children: Avery (22), Luke (20) and Blake (17).



Prepared by:
Richard R. Gratza, CPA
rickg@kebcpa.com | 314.231.6232

PROPOSAL TO

City of Twin Oaks

FOR CONTRACTED ACCOUNTING SERVICES



ACCOUNTING | CONSULTING | WEALTH MANAGEMENT

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June 11, 2021

City Clerk
City of Twin Oaks
1381 Big Bend Rd.
Twin Oaks, Missouri 63021

Dear Mr. Frank Johnson:

Thank you for giving Kerber, Eck & Braeckel LLP the opportunity to submit a proposal to provide services to the City of Twin Oaks. We trust that our stability, experience, and depth in working with local governments such as yours will combine to meet your accounting needs.

Our firm takes great pride in being exceptionally responsive to our clients' needs. We have developed an exceptional reputation that has gained us the respect of our clients throughout the local and regional community.

We trust the information contained herein is complete and satisfies the requirements of your request. Please call should you need us to clarify or provide any additional information. We look forward to the opportunity to meet with representatives of the City to discuss our services and this exciting opportunity in greater detail. You would be a valued client to us and we appreciate your consideration. If selected, we will strive to provide the City with exceptional service in a timely manner at a reasonable price

Sincerely,

KERBER, ECK & BRAECKEL LLP

Richard R. Gratza CPA
Partner

FIRM PROFILE

Founded in 1931, Kerber, Eck & Braeckel LLP (KEB) is a multi-office, full-service CPA firm with nine offices located in the following Midwestern cities.

Illinois

Springfield
Litchfield
Columbia
Harrisburg
O'Fallon
Marion

Missouri

St. Louis
Cape Girardeau

Wisconsin

Milwaukee

KEB is currently ranked among the largest 150 CPA Firms in the Country based on firm members in the American Institute Certified Public Accounting (AICPA). The combined resources of our nine offices enables us to offer our clients a wide range and diversity of resources and technical expertise. KEB is also a member of Inpact Americas, which is affiliated with Inpact International, a global network of 150 CPA firms operating in over 60 countries. Membership provides additional resources we can access, if needed, for potentially highly technical issues.

With 27 partners and nearly 200 professional and support personnel, KEB is *large enough* to provide the technical expertise the City desires, yet *small enough* to provide the hands-on, personal attention you deserve. Our philosophy is not complicated. We stress expertise, responsive service, and most of all dedication to our clients.

FIRM QUALIFICATIONS

Nothing compares to the structure and intricacies of government operations and regulations and few firms can match KEB's expertise and experience in serving public sector entities. In fact, state and local government is one of the top industry specialties of our firm and our experience extends beyond traditional auditing services. We provide a wide range of accounting and management advisory services from comprehensive outsourced controllership services to more limited assistance to address a specific need.

Our extensive background of service to the public sector provides us the insight to recognize the unique challenges faced by local governments today. You can expect your KEB team to assist you in meeting these challenges by providing you with ideas, recommendations, and alternatives that add sound financial perspective to your decision making. We offer our clients tailored solutions, not a cookie-cutter, one size fits all approach.

KEB has assisted many of its clients in earning national recognition and enhanced credibility by preparing financial reports that receive the annual Government Finance Officers Association (GFOA) *Certificate of Achievement for Excellence in Financial Reporting* and the Association of School Business Officials (ASBO) *Certificate of Excellence in Financial Reporting*. KEB even has professionals on the GFOA's *Special Review Committee* who review these financial reports for this prestigious award.

KEB also has extensive expertise with Federal grant compliance and the new OMB Uniform Guidance. You can count on our professionals to provide you with the guidance you need to comply with the ever-increasing demands for transparency and accountability.

Our professionals are active in the GFOA, Association of Government Accountants (AGA), ASBO, and various governmental committees of both the Missouri and Illinois CPA societies. In addition, our professionals are frequent speakers for these organizations on issues affecting local governments.

Those government agencies charged with regulating selected businesses and industries appreciate KEB’s insight into the demands and complexities associated with performing these regulatory functions and have frequently turned to KEB to assist them. Recent engagements have included:

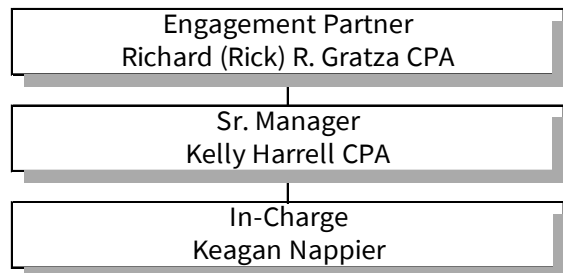
- Annual reviews of approximately 550 Federal program audits performed by other CPA firms on behalf of the Illinois Department of Healthcare and Family Services.
- Ongoing compliance assessments of riverboat casinos with the state laws and regulations.
- Targeted examinations of the insurance industry on behalf of government regulators.

With today’s ever-changing and tumultuous political and regulatory climate, you need an accounting firm with industry experience. KEB is that firm and we have been at it for nearly nine decades.

KEY PERSONNEL

We have selected the following individuals as your team to provide the accounting services outlined herein:

ORGANIZATIONAL CHART



Rick Gratza, CPA will have overall responsibility for all aspects of our service to the City. Rick has centered his entire career on serving nonprofits and local governments. Prior to joining KEB in 1998, Rick worked for the Missouri State Auditor where he focused on financial and performance audits of state and local governments. Rick serves on the *Special Review Committee* of the Government Finance Officers Association and past chair of the MSCPA’s *School Audit Committee*. In addition to leading some of KEB’s largest governmental audits, Rick also provides a wide range of accounting and management advisory services. Recent engagements have included:

- Outsourced controllership services for RAC, a \$7M grant making organization, which included the implementation of a new accounting system, revision of the chart of accounts, development of an accounting policies and procedures manual, and revamping the monthly financial reporting package resulting in streamlined processes and more clear, consistent and useful information for management.
- Ongoing financial and operational reviews of five St. Louis cultural institutions on behalf of the Zoo Museum District resulting in recommendations for improving internal controls and operating efficiency.
- Review of internal controls and investigative accounting for a number of school districts, municipalities, courts, and defense contractor resulting in recommendations for improving internal controls.



[Kelly Harrell, CPA](#) is a manager in the St. Louis office and will be responsible for review and supervision of the services provided to the City. Kelly has over 10 years of experience and provides her clients with a full array of accounting services including reviews, bookkeeping, financial statement preparation, controllership services, and QuickBooks consulting. Kelly also has audit experience with not-for-profits, governmental entities, closely-held companies and retirement plans. Other clients served by Kelly include the St. Louis County Library District, Employees Retirement System of the City of St. Louis and the Firefighters Retirement Plan for the City of St. Louis

Neither KEB nor its employees currently have, nor will they have, any conflict of interest between themselves and the City.

APPROACH

In our approach to serving the City, KEB will:

- Provide a highly skilled team of seasoned accounting and consulting professionals with industry knowledge and experience.
- Commit and maintain the necessary staffing, both number and level, to ensure all services will be rendered on a timely basis, and in conformity with reporting requirements.
- Schedule and supervise our team to insure seamless and effective delivery of services.
- Use the latest technology to streamline processes and enhance internal controls.
- Concentrate on maintaining a close and constructive relationship with the City management at all times and on being continually responsive to your needs.
- Regularly communicate our meaningful and relevant financial information in an easily understandable format to aid you in your decision making.

You can also expect work with the same upper-level professionals throughout the year, every year, enabling your KEB team to develop a solid understanding of your organization and minimize disruption to your operations.

Once engaged, we will immediately schedule a meeting with your team and will begin our services. Of course, as we gain more familiarity, we will look for opportunities to streamline financial reporting, enhance internal control, and add greater value and perspective to your decision making.

To reduce travel time and hold down costs, our work will primarily be performed remotely. While not on-site, your KEB team will make themselves available by phone, email and text to respond timely to any need. Our team will also make themselves available for additional face-to-face meetings if the need arises.

We can implement vendor payments currently performed by the City of Twin Oaks via Bill.com to automate invoice approval and payment. Vendor invoices are scanned into Bill.com and then electronically routed to appropriate approvers. Invoices can be approved from anywhere using your laptop or mobile device. Once approved, Bill.com pays the vendor electronically and updates QuickBooks. All invoices and other supporting documentation are conveniently stored in Bill.com and easily retrievable from anywhere using your laptop or mobile device. The result? No paper filing or opportunity for lost records. Use of this technology will improve operating efficiency, strengthen overall internal control and provide for greater convenience for all stakeholders.

All work will be thoroughly reviewed by both the KEB manager and partner assigned to your team. The partner and manager will meet with you via video conference to discuss all facets of the financial reporting package. You can expect your KEB team to provide you with the most meaningful and relevant information in an easily understandable format. During these meetings, you can also expect your KEB team to:

- Offer ideas, recommendations, and alternative that add value and sound financial perspective to your decision making.
- Proactively inform you regarding any changes in accounting, auditing or compliance affecting local governments, and even more importantly, how those changes impact the City.

Your KEB team will work hard to build a solid partnership with you through open and frequent communication. We will actively work to understand your unique concerns and needs and demonstrate our commitment to personal attention and service as follows:

- **ACCESSABILITY** – At KEB, partner involvement is frequent and personal. You will have direct access to Rick Gratz, the partner assigned to your team.
- **RESPONSIVENESS** – *A UNIQUE COMMITMENT* – All of our professionals are committed to returning client telephone calls and emails within four hours.

SCOPE OF SERVICES

The scope of our services, as described in the request for proposal, are as follows:

| Scope of Services | | Included | Not Included |
|-------------------|---|----------|--------------|
| a. | Monthly: -Consult with the City Clerk on preparation of financials statements -Consult with City Clerk regarding bank reconciliations and any issues or concerns regarding transactions recorded in QuickBooks -Attend monthly Board meetings | X | |
| b. | Quarterly: -Review City's books and records with the City Clerk -Prepare and present to the Board: -Comparative Statements of Revenues Collected and Expenditures Paid -Comparative Statements of Net Position | X | |
| c. | Semi-annually: -Prepare the semi-annual statement of receipts and expenditures and indebtedness of the City per Section 79.160 RSMo. | X | |
| d. | Annually: -Prepare necessary information to qualify and file the City's ad valorem property tax including submitting a proposed tax levy rate the MO State Auditor for Review -Assist in the preparation of the City's budget in compliance with Section 130.20 of the Twin Oaks Code, including a budget message. -Assist in the preparation of any necessary amendments to the City's budget | X | |
| e. | Coordinate and supervise the annual audit of the City's financial statements | X | |
| f. | Provide additional consultation and advice on other matters to the City Clerk and Alderman, as needed, within the scope of the services described above. | X | |

PROPOSED FEE

Our proposed fee for the accounting described herein will be \$900 per month. Assuming there are no significant changes in the size or complexity of the City, future fee increases are expected to be approximately 3% per year. Services performed by KEB outside the scope of this proposal will be billed at regular hourly rates. Our hourly rates are based on the level of the staff and areas follows:

| | |
|---------|-------|
| Partner | \$275 |
| Manager | 190 |
| Senior | 125 |
| Staff | 100 |

CLOSING

KEB looks forward to beginning a productive and long-term relationship with the City. We hope to be your “partners” as you move forward in your organizational goals. As a valued client of KEB, you will receive unparalleled input and support from our professional advisors.

City Clerk/Administrator's Report

City of Twin Oaks, Board of Alderman

July 1, 2022

General Updates

St. Louis County Court Contract

- The City has received two responses to the RFP for Prosecuting Attorney Services, which closed on June 29. The proposals are from attorney Brian Malone with Lashley & Baer (currently providing services for Glendale, Festus and Weldon Springs) and from attorney Tim Engelmeyer with Engelmeyer & Pezzani (currently providing services for the city of Valley Park).

Waste Management Issues

- Staff and Mayor Russ Fortune met with representatives from Waste Management on June 21 to discuss ongoing issues with bulky item pickup and communication. Waste Management will be sending out information to residents on a new 1-800 number they can call to schedule these items for pickup.

Big Bend Square Entrances

- Staff discussed the responsibility for maintenance of the entrances with the shopping center owner. They do not view the concrete apron as being a part of their property, and will be investigating to see if they have any existing agreements or other documentation that provide guidance on who is responsible for its maintenance.
- The Board also discussed the right turn out exit onto Big Bend Road between Dunkin Donuts and Commerce Bank. That portion of the development is actually owned by Dunkin, not Propper. The City will contact Dunkin to alert them to its condition and the need for repair.

Electric Police Bike

- The new electric police bike has been purchased and delivered. The City was able to take advantage of a trade-in program offered by the retailer that lowered the price to \$4,571.88. This price includes approximately \$286 in sales tax, for which the City has requested a refund, so the final price will be \$4,285.88.

Project Updates

Crescent Ave. Sidewalk

- ORC submitted the requests for the title reports and appraisal on June 9 and estimated they will be completed in four weeks.
- Once the title reports have been received, BFA will do remaining survey field work and prepare easement exhibits.

Solar Radar Sign

- The potential location identified on Crescent Avenue is not viable due to the location of underground utilities, and it is suspected the same problem exists along most of the

road. Staff is currently exploring ways to mount the larger sign on the existing pole without exposing it to passing traffic.