

**CITY OF TWIN OAKS  
BOARD OF ALDERMEN MEETING  
TWIN OAKS TOWN HALL  
1381 BIG BEND ROAD  
WEDNESDAY, OCTOBER 4, 2023, 7:00 p.m.**

**Tentative Agenda**

- 1) REGULAR MEETING CALLED TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) APPROVAL OF CONSENT AGENDA
  - a) Board of Aldermen Regular Meeting Minutes from September 20, 2023
  - b) Board of Aldermen Work Session Minutes from September 20, 2023
  - c) Board of Aldermen Closed Meeting Minutes from September 20, 2023
  - d) Bills List from September 16 to September 29, 2023
- 6) REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
  - a) Police Report — Officer John Wehner
- 7) NEW BUSINESS
  - a) **Resolution No. 2023-19:** A RESOLUTION OF THE TWIN OAKS BOARD OF ALDERMEN APPROVING AN AUDITING SERVICES AGREEMENT WITH BOTZ, DEAL & COMPANY, P.C.
  - b) **Resolution No. 2023-20:** A RESOLUTION OF THE TWIN OAKS BOARD OF ALDERMEN APPROVING AN AGREEMENT WITH MISSOURI MACHINERY AND ENGINEERING CO., DBA THE PUMP SHOP, FOR REPAIR OF RECIRCULATING PUMP.
  - c) **Resolution No. 2023-21:** A RESOLUTION APPROVING THE PURCHASE OF CERTAIN PROPERTY INTEREST
- 8) DISCUSSION ITEMS
- 9) ATTORNEY’S REPORT
- 10) CITY CLERK’S REPORT
- 11) MAYOR AND ALDERMEN COMMENTS

12) FINAL CITIZEN COMMENTS

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

13) CLOSED SESSION

Upon motion duly made and seconded, the Board of Aldermen will hold a closed session pursuant to Chapter 610 R.S.MO. for the reasons specifically set forth in Section 610.021 including, but not limited to, discussion pertaining to (1) legal actions, causes of action and litigation or confidential communications with the City's Attorney; and (2) the lease, sale or purchase of real estate.

14) ADJOURNMENT

Frank Johnson  
City Clerk/Administrator

POSTED: October 2, 2023, 10:00 a.m.

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

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF ALDERMEN OF TWIN OAKS,  
TWIN OAKS TOWN HALL  
ST. LOUIS COUNTY, MISSOURI  
WEDNESDAY SEPTEMBER 20, 2023**

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 – yea  
Dennis Whitmore – yea Tim Stoeckl – yea

Also Present: Frank Johnson, City Clerk/Administrator  
Paul Rost, City Attorney  
David Watson, Financial Consultant

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 Tim Stoeckl so motioned, seconded by Alderman Lisa Eisenhauer. The motion passed by a unanimous voice vote.

**APPROVAL OF THE CONSENT AGENDA**

Mayor Fortune asked for a motion to approve the Consent Agenda consisting of Regular Meeting Minutes from September 6, 2023; Board of Aldermen Closed Meeting Minutes from September 6, 2023; Bills List from September 2 to September 15, 2023; and Credit Card List from August 1 to August 31, 2023. Alderman April Milne motioned to approve the consent agenda, seconded by Alderman Dennis Whitmore. The motion passed by a unanimous voice vote.

**REPORT OF COMMITTEES/COMMISSION/CONTRACTORS**

**Financial Statements:** Financial Consultant Dave Watson reported that the City’s finances remained strong in the month of August and are projected to continue through the end of the year. He explained that the strong financial year has been a result of increasing tax revenue with overall revenue increasing 13 percent from 2022. He added that the recently adopted use tax and public safety have been strong contributors, and that the City’s population growth has increased the public safety tax by an estimated 50 percent.

**Park Committee:** Assistant City Clerk, Paula Dries reported on planning for the upcoming Fun Family Day. She informed the Board that the City has hired Jukebox Heroes to entertain at the Pavilion from 1:00-3:00 and that Mike Krewson has built carnival games. She also reported that Park Committee has purchased all the prizes and scheduled the food delivery for the afternoon, and that Committee member Cindy Cornelius will be manning the cotton candy machine to make sure everyone has enough sugar to fuel through the day. She added that the Parkway South National Honor Society will be providing student volunteers coming for the Dunk Booth and assist with games, and food.

### **PUBLIC HEARING**

Mayor Fortune opened the public hearing for presentation and discussion of the proposed property tax rate for 2023. Financial Consultant, David Watson explained that the state collects all the assessed values of property provided by St. Louis County Assessor's Office. The City then submits that data to the State Auditor who uses a formula established by the Hancock Amendment to determine the tax rates. Mr. Watson noted that the Commercial property tax is the only one that applies for the City of Twin Oaks, and that this tax has been on the decline for the past few years due to commercial business challenging their assessments.

### **NEW BUSINESS**

**Bill No. 23-10: An Ordinance Establishing the Annual Rate of Tax Levy for the Year 2022 on All Real Property Within the City of Twin oaks, Missouri: Providing for the Extension of Said Taxes on the Books of the Collector of Revenue: and providing for the Collection Thereof By the Collector for the City of Twin Oaks, Missouri:** City Clerk/Administrator Frank Johnson read Bill No. 23-10. There being discussion or questions, City Clerk/Administrator Johnson read Bill No. 23-10 for a second time. Alderman Eisenhower motioned to approve Bill No. 23-10, seconded by Alderman Milne. The motion passed on a roll call vote as follows: Alderman Eisenhower-yea, Alderman Stoeckl-yea, Alderman Milne-yea, and Alderman Whitmore-yea. Mayor Fortune stated that Bill No. 23-10 being duly passed becomes Ordinance No. 23-10.

**Bill No. 23-11: An Ordinance Amending the Land Disturbance Code, Chapter 407, of the Twin Oaks Municipal Code.** City Clerk/Administrator Johnson read Resolution No. 23-11. City Clerk/Administrator Johnson reminded the Board that this update to the Code will replace all references to St Louis County with City of Twin Oaks. He explained that this will allow the City perform maintenance within the city limits without having to apply for a land disturbance permit. City Clerk/Administrator Johnson read Bill No. 23-11 for a second time. Alderman Whitmore motioned to approve Bill No. 23-11, seconded by Alderman Eisenhower. The motion passed on a roll call vote as follows: Alderman Eisenhower-yea, Alderman Stoeckl-yea, Alderman Milne-yea, and Alderman Whitmore-yea. Mayor Fortune stated that Bill No. 23-11 being duly passed becomes Ordinance No. 23-11.

### **DISCUSSION ITEMS**

There were no discussion items.

### **ATTORNEY'S REPORT**

City Attorney, Paul Rost asked the Board if they would consider clarification on curb cuts in the City Code. He explained that this amendment would require that any new curb cuts include the addition of sidewalks, curbs and gutters. The Board unanimously agreed to have the code amended.

### **CITY CLERK'S REPORT**

City Clerk/Administrator Johnson referred the Board to his written report and provided a summary of its contents. He informed the Board that the development plans for Sav-On Liquor and Bartolino's Restaurant will be reviewed by the Planning and Zoning Commission with Board approval at the second meeting in October.

He also reviewed with the Board a complaint the City had received from a resident on Autumn Leaf Drive regarding the noise generated by the neighboring Twin Oaks Presbyterian Church Christian School. He stated that he discussed the issue with the church management and requested that they work on minimizing the disruption to residents.

### **PUBLIC HEARING**

City Attorney, Paul Rost motioned to have the Agenda amended to include the Public Hearing for the proposed Zoning changes for the Land Disturbance Code. Alderman Eisenhauer so motioned seconded by Alderman Milne. Mayor Fortune reopened the public hearing for any comments or discussion on the Land Disturbance Code Amendment. There being no comments or questions, Mayor Fortune closed the Public Hearing.

### **MAYOR & ALDERMEN COMMENTS**

Alderman Whitmore reported that the men's bathroom has a urinal that is continually running. He also asked that the city limit sign from Laws Court be moved to Big Bend Road.

### **FINAL CITIZEN COMMENTS**

There were no final citizen comments.

### **CLOSED SESSION**

Mayor Fortune asked for a motion to move into closed session pursuant to Chapter 610 RSMo for the purpose of dealing with matters relating to the following: legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its Attorneys (610.021(1) RSMo.). Alderman Whitmore so motioned, seconded by Alderman Milne. The motion passed on a roll call vote as follows: Alderman Milne-yea, Alderman Whitmore-yea, Alderman Stoeckl-yea and Alderman Eisenhauer-yea. The Board moved into Closed Session at 7:44 pm.

**ADJOURNMENT**

The Board returned from closed session at 7:51 p.m. There being no further business Mayor Fortune asked for a motion to adjourn the meeting. Alderman Milne so motioned, seconded by Alderman Whitmore and the regular meeting was adjourned at 7:51 p.m.

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

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

ATTEST:

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

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

**MINUTES OF THE WORK SESSION  
TWIN OAKS CITY HALL  
CITY OF TWIN OAKS BOARD OF ALDERMEN  
WEDNESDAY, SEPTEMBER 20, 2023**

The Work Session was called to order by Mayor Russ Fortune at 6:00 p.m. pursuant to public notice and agenda. Those in attendance were:

Mayor Russ Fortune-yea

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

Also Present: City Clerk/Administrator, Frank Johnson  
Paul Rost, City Attorney

**2024 Capital Improvement Plan**

City Clerk/Administrator Frank Johnson presented to the Board the list of projects for the current year 2023 and a list proposals for the Board to consider in 2024. The Board discussed several projects that were centered in the Twin Oaks Park, including repair of the current tennis court, removing the double inlet by the playground, adding a Disk Golf Course, additional parking, improving the existing access road and electrical upgrades.

Maintenance Supervisor John Kevin Williams explained that the Tennis Court would require more than a repair as the underlying structure for the court is decaying and would need to be replaced. He estimated that the cost would be substantial. Alderman Tim Stoeckl noted that if the court is rebuilt, then the surrounding fence may also need to be replaced. The Board briefly discussed various public use options for that area that included replacing the tennis court with an additional pavilion and using the area for a Dog Park. City Clerk/Administrator Johnson also explained that the repair of the double inlet in the Park has been on the Capital Improvement list for a number of years but that the Board has previously concluded that the cost to replace or modify the inlet is too expensive at this time and has opted to continue to maintain the area with fill.

The Board then discussed putting in additional parking for the Park. The Board discussed the pros and cons to adding parking, and whether would additional parking overload the park and be detrimental to the enjoyment of the park. The Board agreed that improving the current access road is likely to be a better option.

The Board next asked Maintenance Supervisor Williams about any other needs for the park. Mr. Williams remarked that performing bands are requiring additional wattage for powering sound equipment and effects, including lighting. Mr. Williams also remarked that the solar lighting hasn't been reliable or bright enough, and that he would prefer to replace the existing lights with electric lights. He explained that the upgrade would allow park staff to access outlets for event lighting and could be set on a timer to turn off after the park closes to detour people from entering the park after hours.

The Board then discussed the Crescent Avenue Improvement Project. City Clerk/Administrator Johnson stated that the project is progressing with ROW negotiations and plans for the MSD permit submittal. He explained that the Board's next decision will involve determining the scope of improvements for Crescent Road. He presented the Board with several possible options, including creating stormwater infrastructure, widening the road, adding a sidewalk and repairing the road surface.

The Board asked City Clerk/Administrator Johnson if there were any plans for the City of Valley Park to place a sidewalk along Crescent Avenue and if Valley Park would be willing to contribute to the Sidewalk project since it would benefit both cities. City Clerk/Administrator Johnson stated that there are no concept plans that include a sidewalk and that Valley Park will not be contributing financially to the Crescent Road improvement Project at this time. The Board then discussed applying for a federal grant for funding repairs for Crescent Road. City Clerk/Administrator Johnson noted that the project would not be eligible for federal funding if it is classified as a local access road. He added that the road is in need of repairs, so the project needs to be completed in a timely manner. The Board directed City Clerk/Administrator Johnson to have BFA survey the road and make recommendations on the extent of the repair needed.

Lastly, the Board asked for more information on the cost and timeline for the previously discussed electrical work in the park.

### **ADJOURNMENT**

There being no further business Alderman April Milne motioned to adjourn the Work Session Meeting at 6:58 p.m., seconded by Alderman Lisa Eisenhauer, the motion passed with the unanimous consent of the Board.

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



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

ATTEST:

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

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

City of Twin Oaks							
Bills and Applied Payments							
September 16, 2023 to September 29, 2023							
Check No.	Column1	Invoice Date	Memo/Description	Invoice No.	Bill Amt	Check Amt	Payment Date
12700	St Louis County Public Works	8/27/2023	Occupancy Inspection Fee for Apt. 553, 521, 432, 238	TO910230005 5003	\$300.00	\$300.00	10/4/2023
12701	Tech Electronics	9/12/2023	2 batteries for fire system	229562	\$82.00	\$82.00	10/4/2023
12702	Harvey's Services Inc.	9/10/2023	lawn mowing services for 141/Big Bend, City Hall & Park	29749	\$4,381.75	\$4,381.75	10/4/2023
12703	Arbor Creek Condo Association	9/19/2023	refund for deposit	CR091823	\$100.00	\$100.00	10/4/2023
12704	Game World Event Services, LLC	9/23/2023	remaining payment for Family Fun Day	2997	\$2,961.75	\$2,961.75	10/4/2023
12705	Della Steele	9/25/2023	refund for cancelation of an event for 10-1-23	CR100123	\$205.00	\$205.00	10/4/2023
12706	TruGreen	9/19/2023	aeration and seeding	183403053	\$362.31	\$362.31	10/4/2023
12707	Too Creative	9/27/2023	postcards for fall leaf pickup dates-2023	5001	\$340.00	\$340.00	10/4/2023
12708	Civicplus, Inc	9/6/2023	annual renewal website hosting and support	Q-48902-1	\$2,885.75	\$2,885.75	10/4/2023
Autopay	AT&T	9/7/2023	monthly billing for 50 Crescent	9698	\$127.40	\$127.40	9/29/2023
Autopay	AT&T	9/6/2023	monthly billing for City Hall	11803	\$135.48	\$135.48	9/27/2023
Autopay	Ameren	9/21/2023	monthly billing for 50 Crescent	2123	\$116.33	\$116.33	10/12/2023
Autopay	Ameren	9/21/2023	monthly billing for City Hall	8004	\$1,259.06	\$1,259.06	10/12/2023
Autopay	Ameren	9/21/2023	monthly billing for 50 Crescent	7008	\$12.93	\$12.93	10/12/2023
Autopay	Ameren	9/21/2023	monthly billing for street lights 141/Big Bend	9007	\$83.48	\$83.48	10/12/2023
Autopay	Ameren	9/21/2023	monthly billing for 1 Twin Oaks Ct	5112	\$466.51	\$466.51	10/12/2023
Autopay	MSD	9/22/2023	monthly billing for 50 Crescent	0813150-0	\$34.84	\$34.84	10/12/2023
Autopay	Spire	9/25/2023	monthly billing for 50 Crescent	361	\$28.29	\$28.29	10/10/2023
					\$13,882.88	\$13,882.88	
			Alderman				
			Alderman				



## CITY OF TWIN OAKS POLICE ACTIVITY REPORT September 2023

Radio CFS: 36

Self-Initiated Assignments: 42

Police Reports Written: 11

Total Traffic Stops: 18

### Arrests:

Felony 0

Misdemeanor 3 (Tampering and Trespassing)

Summons (Arrest Notification) 1 (Assault)

### Auto Accidents:

Injury 0

Non-Injury 7

Locations: Crescent Ave and Meramec Station Rd, (5) MO Hwy 1414 at Big Bend Rd,

1310 Big Bend Rd

Crimes Reported: 3

(Destruction of Property in the 1500 block of Autumn Leaf Dr, Larceny at 1393 Big Bend Rd, Assault in the 1500 Block of Birnamwood Trail Dr.)

Patrol Bicycle Program: 32.6 hours

**A RESOLUTION OF THE TWIN OAKS BOARD OF ALDERMEN  
APPROVING AN AUDITING SERVICES AGREEMENT WITH BOTZ,  
DEAL & COMPANY, P.C.**

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WHEREAS, the City of Twin Oaks (the “City”) advertised a Request for Proposal for audit services; and

WHEREAS, in response the City received one proposal which was from Botz, Deal & Company, P.C.; and,

WHEREAS, the Board of Aldermen reviewed the proposal received; and

WHEREAS, the Board of Aldermen has determined that the proposal of Botz, Deal & Company, P.C., attached hereto as Exhibit A and incorporated herein by reference (the “Proposal”) meets the needs of the City at this time.

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

**Section 1.** The Board of Aldermen hereby accepts the Proposal from and approves the appointment of Botz, Deal & Company, P.C. as auditors of the City’s financial statements for a period of three (3) years, beginning with the fiscal year ended on December 31, 2023 and ending fiscal year ended on December 31, 2025 (the “Audit Term”).

**Section 2.** The Board of Aldermen hereby authorizes the Mayor to execute the agreement substantially in the form of the agreement attached as Exhibit B hereto and incorporated herein by reference (the “Agreement”) to engage Botz, Deal & Company, P.C. as the auditor of the city’s financial statements for the Audit Term pursuant to the terms as the Agreement at a rate of \$18,750 for year ending December 31, 2023, \$19,750 for year ending December 31, 2024, and \$20,750 for year ending December 31, 2025 for a total charge for the Audit Term of \$59,250.

**Section 3.** 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 20<sup>th</sup> DAY OF SEPTEMBER 2023,  
BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI.

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Russ Fortune, Mayor

Attest:

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Frank Johnson, City Clerk

**Exhibit A**

**Botz, Deal & Company, P.C. Proposal**

**CITY OF TWIN OAKS, MISSOURI**

**PROPOSED SCHEDULE OF COMPENSATION  
Audit Services  
2023-2024-2025**

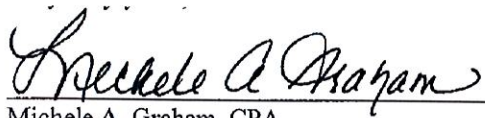
Name of Firm Submitting RFP: Botz, Deal and Company PC  
Name of Person Submitting RFP: Michele Graham  
Address: Two Westbury Drive, St. Charles, MO 63301  
Telephone Number: 636-946-2800  
Email: [mgraham@botzdeal.com](mailto:mgraham@botzdeal.com)

Proposes Compensation

<b>YEAR</b>	<b>AUDIT FEE</b>
1. Audit for year ending December 31, 2023	\$18,750
2. Audit for year ending December 31, 2024	\$19,750
3. Audit for year ending December 31, 2025	\$20,750
Total Charges for 2023, 2024, 2025	\$59,250

The above fee is based upon a reasonable amount of assistance and cooperation from the City's staff and the assumption we will not encounter unusual circumstances or fraud. If we encounter such a situation, we will discuss this with you before proceeding.

The fee includes routine calls and assistance to your staff with any accounting issues, which may arise during the year. If considerable time and/or research is involved, there is a charge for this service, and we will inform management of this prior to providing the service. We may issue another engagement letter for additional services, if the engagement is extensive. Additional services provided to the City will be billed based on time involved in accordance with our standard billing rates.

  
Michele A. Graham, CPA

September 18, 2023  
Date

**Exhibit B**

**Botz, Deal & Company, P.C. Agreement**

RESOLUTION NO. 2023-20

**A RESOLUTION OF THE TWIN OAKS BOARD OF ALDERMEN  
APPROVING AN AGREEMENT WITH MISSOURI MACHINERY AND  
ENGINEERING CO., DBA THE PUMP SHOP, FOR REPAIR OF  
RECIRCULATING PUMP.**

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**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, the City Purchase Contract with Missouri Machinery and Engineering Co., DBA The Pump Shop, for the repair of a recirculating pump at a base price of \$2,083.59 substantially in the form of the Agreement attached hereto as “Exhibit 1” and incorporated herein by reference.

**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 4<sup>th</sup> DAY OF OCTOBER 2023,  
BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI.

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Russ Fortune, Mayor

Attest:

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Frank Johnson, City Clerk





**MISSOURI MACHINERY & ENGINEERING CO.**  
 4981 FYLER AVE., ST. LOUIS, MO 63139 (314) 231-9806

Ship To: IN STORE PICKUP

Invoice To: DJM ECOLOGICAL SERVICES  
 4630 W FLORISSANT AVE.  
 ST. LOUIS MO 63115

Attention: JEFF TUBBS

Branch 01 - ST. LOUIS		
Date 09/29/2023	Time 12:34:07 (O)	Page 1
Account No DJ2388	Phone No 3144782388	Est No 01 001958
Ship Via WILL CALL	Purchase Order TWIN OAKS	
Tax ID No		
		Salesperson REP

ESTIMATE EXPIRY DATE: 10/29/2023

**SERVICE ESTIMATE - NOT AN INVOICE**

\*\*\*\*\* Segment 01 \*\*\*\*\*

Stock #: 002080 TWIN OAKS STREAM PUMP MS #: TBD  
 Make: BA Model: 3SE\*\*\*\*  
 Is to have the following work done

LABOR TO DISASSEMBLE AND INSPECT FOR POSSIBLE REPAIR  
COMPLAINT:

CUSTOMER STATES PUMP WAS OPERATIONAL PRIOR TO REMOVAL FOR  
 DREDGING AND UPON REINSTALLATION WOULD NOT OPERATE.

ADDITIONAL DESCRIPTION:

DJM ECOLOGICAL SERVICES  
 4630 W FLORISSANT AVE.  
 ST. LOUIS MO 63115

Authorization: \_\_\_\_\_

Labor: 397.50  
 Subtotal: 397.50

\*\*\*\*\* Segment 02 \*\*\*\*\*

LABOR AND MATERIAL TO REPAIR PUMP

CAUSE:

Found bad capacitor and bearings  
 Recommend replacing aforementioned parts and seal

<u>Part#</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>	<u>Amount</u>
I6203-ZZ	BEARING,DOUBLE	1		
I6206-ZZ	BEARING,DOUBLE	1		
036391	45MF RUN CAP	1		
130182	SEAL KIT	1		

Parts: 561.09  
 Labor: 1125.00

**Thank You For Your Business!**



**MISSOURI MACHINERY & ENGINEERING CO.**  
 4981 FYLER AVE., ST. LOUIS, MO 63139 (314) 231-9806

**Ship To:** IN STORE PICKUP

**Invoice To:** DJM ECOLOGICAL SERVICES  
 4630 W FLORISSANT AVE.  
 ST. LOUIS MO 63115

Attention: JEFF TUBBS

Branch 01 - ST. LOUIS		
Date 09/29/2023	Time 12:34:07 (O)	Page 2
Account No DJ2388	Phone No 3144782388	Est No 01 001958
Ship Via WILL CALL	Purchase Order TWIN OAKS	
Tax ID No		
		Salesperson REP

ESTIMATE EXPIRY DATE: 10/29/2023

**SERVICE ESTIMATE - NOT AN INVOICE**

Authorization: \_\_\_\_\_

Subtotal: 1686.09  
 Parts: 561.09  
 Labor: 1522.50  
 TOTAL: 2083.59

**Thank You For Your Business!**

# City Clerk/Administrator's Report

City of Twin Oaks, Board of Alderman

**September 29, 2023**

## General Updates

### **Development Plan Application for Sav-On Liquor & Wine and Bartolino's**

- The Planning and Zoning Commission reviewed the development plans for Sav-On Liquor & Wine and Bartolino's Restaurant at their Sept. 26 meeting. The Commission recommended approval of both plans.

### **Carreta's**

- The City has received the passed final commercial occupancy inspection for Carreta's.

### **Leaf Collection Dates**

- We have received the leaf collection dates from Hendel. Leaf pickup this year will be Oct. 24, Nov. 7, Nov. 14, Nov. 28, Dec. 5 and Dec. 1. Leaf postcards have been ordered and should be delivered next week.

## Project Updates

### **Small Pump Repair**

- The recirculating pump for the creek at the north end of the Park has several broken bearings that need to be replaced. The damage was likely caused by the pump trying to muscle through the sludge that was in the creek ponds..

### **Crescent Ave. Stormwater and Sidewalk Improvements**

- Negotiations are continuing for the ROW acquisition.. BFA has completed draft plans for the stormwater infrastructure at Crescent Road and Laws Court and should have them ready for review and submittal to MSD soon.
- The waterline on Crescent Avenue has been re-potholed and successfully located. Missouri American Water was on site for the work. BFA reported that the line is approximately three feet deep and should not need to be relocated.

### **Meramec Station Curb Replacements**

- Staff is working on re-bidding this project to incorporate County requirements and permit application process.