



the City of Greendale

BOARD OF ALDERPERSONS SPECIAL MEETING
7309 NATURAL BRIDGE ROAD, ROOM 205
ST, LOUIS, MO 63121
THURSDAY, MARCH 30, 2017
3:30 P.M.

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF THE AGENDA

OLD BUSINESS

None

NEW BUSINESS

1. Arbor Day 2017 Proclamation
2. Bill 710/Ordinance 700 - Normandy Police 2017 Contract
3. Request to Proceed – Budget for 2210 Normandy Drive

PUBLIC COMMENT

ADJOURNMENT

Copies of all ordinances proposed to be introduced for consideration by the +Board of Alderpersons and any other items included in the Board of Alderperson's Board Packet are available for public inspection at the Office of the City Clerk.

Dated: March 29, 2017

William C. Hanks
City Clerk of Greendale

PROCLAMATION
CITY OF GREENDALE, MISSOURI

- WHEREAS:* Arbor Day is observed throughout the nation and the world and on Sunday, April 30, 2017 the City of Greendale will sponsor its thirteen annual Arbor Day; and
- WHEREAS,* The City of Greendale is proud of its Tree City USA status awarded in May 2006; and
- WHEREAS,* The City of Greendale is known for its beautiful trees, and was so named because of its many trees; and
- WHEREAS,* Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and
- WHEREAS,* Trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and
- WHEREAS,* Trees in our city increase property values, enhance the quality of life in our neighborhood, and beautify our community.

NOW, THEREFORE, I, _____, MAYOR OF THE CITY OF GREENDALE, DO HEREBY PROCLAIM, _____ as,

THIRTEEN ANNUAL ARBOR DAY

Be it further proclaimed that all citizens are urged to support efforts to protect our trees, support our City's urban forestry program, and to plant trees to gladden the hearts and promote the well being of present and future generations.

Adopted this _____ day of _____, 2017

H. Lamarr Huddleston, Mayor

ATTEST:

William C. Hanks, City Clerk

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING MAYOR OF THE CITY OF GREENDALE, MISSOURI TO EXECUTE A CONTRACT ON BEHALF OF THE CITY OF GREENDALE WITH THE CITY OF NORMANDY AUTHORIZING THE CITY OF NORMANDY TO PROVIDE POLICE SERVICES FOR THE CITY OF GREENDALE, EFFECTIVE WHEN.

BE IT ORDAINED BY THE BOARD OF ALDERPERSONS OF THE CITY OF GREENDALE, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. The Mayor of the City of Greendale, Missouri is hereby authorized to execute a contract on behalf of the City of Greendale with the City of Normandy to provide police services for the City of Greendale. A copy of said contract is attached hereto and made a part hereof as though fully set forth herein marked "Exhibit A".

Section 2. Effective When. This ordinance shall be in full force and effect from and after its passage and approval by the Board of Alderpersons and being duly signed by the Mayor

Section 3. This ordinance supersedes all ordinances or parts of ordinances adopted prior hereto which are in conflict herewith, to the extent of such conflict.

Passed and approved this _____ day of _____, 2017.

H. Lamarr Huddleston, Mayor

ATTEST:

William C. Hanks, City Clerk

City Attorney

MUTUAL LAW ENFORCEMENT ASSISTANCE AGREEMENT

THIS AGREEMENT made and entered into this ____ day of _____, 2017 by and between the City of Normandy, Missouri (hereinafter referred to as "NORMANDY"), and the City of Greendale, Missouri (hereinafter referred to as "GREENDALE"), both duly organized Municipal Corporations in the State of Missouri, pursuant to their respective ordinances hereto agree as follows:

ARTICLE I - POLICE AND COURT SERVICES OF NORMANDY

- 1.1 Normandy agrees to provide to Greendale police protection and services as more fully described in this Agreement.
- 1.2 Normandy will furnish Greendale services as set out herein to enforce all Federal and State laws insofar as the same come within the knowledge and notice of the members of Normandy's Police Department. Police protection and services shall include, by way of illustration and not of limitations, the following:
 - a) Normandy will provide twenty-four hour police patrol and protection to Greendale. The service area of the Normandy Police Department shall be divided into two or more sectors for patrol. Greendale will be included within one of those sectors. It is agreed that, under normal circumstances, a patrol/police vehicle shall be visible on each and every street in Greendale at least once per hour, twenty-four hours per day. Provided, however, that this level of visibility shall not be required when Normandy police units are called to the scene of a fire or as primary or back-up units to assist in response to the occurrence of a major felony, traffic accident or when another police officer is in need of immediate aid.
 - b) A prevention program for criminal activity and patrol will be instituted and maintained between the Normandy Police Department and the Village of Greendale.
 - c) Both Normandy (Police Chief and or designee) and Greendale (Mayor and or designee) will meet quarterly, at a time and place that is mutually agreeable to discuss best practices, crime reports, and crime trends that may or may not affect how service is delivered to Greendale.
 - d) In addition to the other police services to be provided under this Agreement, Normandy will provide or cause to be provided other police services for investigation and/or prosecution of major felonies as are requested by the Mayor of Greendale.

- 1.3 Normandy will enforce all General Ordinances of Greendale except as specifically excluded in § 2.3 of this Agreement.
- 1.4 The Normandy Police Department will attempt to serve or cause to be served all summons issued by Greendale and all warrants issued by the Municipal Judge of Greendale. If requested by the Mayor of Greendale, the Normandy Police will assist him/her in the service of any and all summons pertaining to Health, Housing, Licensing, Real Estate, and Zoning.
- 1.5 The Normandy Municipal Courts will provide a court facility for Greendale Municipal Court which will be located at 7700 Natural Bridge Rd, Normandy, Missouri 63121. In addition the City of Normandy will provide Greendale a Municipal Court Clerk as well as a Municipal Prosecutor's Assistant which is included in the annual fee described in 3.1.
- 1.6 Normandy will require the attendance of any member of its Police Department at any trial or court proceeding where the attendance of such person is necessary as a witness in any matter pending before the Municipal Court of Greendale or other courts of St. Louis County.
- 1.7 The Chief of Police of Normandy will forward to the Mayor of Greendale a copy of each and every Police Report regarding activities and police calls in Greendale. A monthly report of all calls, incidents, arrests, and traffic observations will be forwarded to the Mayor of Greendale. All records pertaining to the police service rendered by the Normandy Police in Greendale will be available for inspection by the Mayor of Greendale. A copy of each crime report will be forwarded to the Mayor upon completion of the report by a Normandy Police Officer.
- 1.8 The Chief of Police of Normandy or his duly authorized representative, shall attend any meeting of the Board of Alderpersons of Greendale when requested by the Mayor of Greendale. If the Chief of Police is specifically requested, at least Seventy-Two hours' notice will be given.

ARTICLE II – GREENDALE

- 2.1 Greendale, through its public officials, agrees to participate in this Agreement as more fully described herein.
- 2.2 Greendale will retain its own Code Enforcement Officer (CEO) and establish his work hours and days and he shall perform such police services that Greendale directs him to perform.

- 2.3 Greendale will aid Normandy in its enforcement of the General Ordinances of Greendale except provisions of the Administrative Code. Further, the Chief Enforcement Officer of Greendale (CEO) shall have primary responsibility for enforcement of the General Ordinances of Greendale pertaining to Health, Housing, Licensing, Real Estate and Zoning; provided, however, Normandy will observe for and report to the CEO of Greendale any suspected violation of said Ordinances and specifically will investigate to determine if any Occupancy Permit, as required by Greendale Ordinances, has been issued when it appears that moving is in progress at a residence in Greendale.
- 2.4 Any copies of Police Reports forwarded to the Mayor of Greendale shall remain confidential except to the extent otherwise required by Chapter 610 of the Revised Statutes of Missouri. Any and all additional copies thereof shall be acquired only through the Normandy Police Department or the Attorney for Greendale.
- 2.5 Greendale will keep, or cause to be kept, to the extent reasonably possible, all streets and alleys free of snow to provide access for police vehicles solely for the purpose of assisting Normandy in its response time to render police protection and services. Under normal conditions Normandy will open and close the gates in order to facilitate efficient snow removal and trash service. In the event that police officers are unable to respond to open the gates, notification will be made to persons designated by Greendale, only when feasible to do so. Those designated by Greendale will also be prepared to unlock the gates when notified by the police, and also be able to monitor the weather and make sure that the gates have been unlocked and opened.

ARTICLE III – CONTRACT TERM, FEES AND EXPENSES

- 3.0 The term of this agreement shall be three one year terms beginning April 1, of each term and ending March 31 of the subsequent calendar year. Each term shall automatically renew for an additional year unless either party provides the other party sixty (60) days written notice of its intent to terminate prior to the expiration of the immediately preceding term. Any such timely notice of termination shall terminate all remaining one year terms of the agreement.
- 3.1 For Police Services enumerated herein, Greendale agrees to pay to Normandy a monthly fee and reimburse Normandy for such expenses as shall be determined under this Agreement. It is also understood by Normandy and Greendale that the base fee of \$82,000.00 will not increase for the terms of the contract. This fee includes the services of a Municipal Prosecutors' Assistant who will be assigned to the Greendale Municipal

Court and will be available during normal business hours to facilitate timely transfer of information between the municipal court, the prosecutor and Greendale.

3.2

- i. During the first year of this agreement, the base fee for routine police services shall be \$82,000.00 per year payable in equal monthly installments of \$6,833.33. The first such installment shall be due and payable on the 15th of the first month of this Agreement with the remaining installments being due and payable on the 15th day of each succeeding month for eleven (11) months.
- ii. During the second year of this agreement, the base fee for routine police services shall be \$82,000.00 per year payable in equal monthly installments of \$6,833.33. The first such installment shall be due and payable on the 15th day of the thirteenth month of this agreement and each succeeding month for eleven (11) months thereafter.
- iii. During the third year of this agreement, the base fee for routine police services shall be no more than \$82,000.00 per year payable in equal monthly installments of \$6,833.33. The first such installment shall be due and payable on the 15th day of the twenty-fifth month of this Agreement and each succeeding month for eleven (11) months thereafter.

3.3

In addition to the monthly base fee, if additional police service is rendered in the capacity of the Major Case Squad of Greater St. Louis, Greendale will reimburse Normandy for the actual expenses incurred by Normandy which are payable to the entity or person other than Normandy. For this purpose, Normandy will provide Greendale all such statements or invoices which Normandy receives for such service. (Examples would be meals for investigators during the duration of the call out, travel, and lodging if required.)

ARTICLE IV – TERMS AND CONDITIONS

4.1

It is expressly understood that any duly appointed officers of the Normandy Police Department who enters Greendale under the terms of this Agreement shall remain under the authority and jurisdiction of the Chief of Police of Normandy and the Mayor of Greendale shall have no control or jurisdiction over said officers.

- 4.2 It is expressly understood that if incarceration is required all persons arrested by any Normandy Police Officer shall be jailed at the St. Louis County Jail or St. Ann City Jail and admitted to bail in such manner as the County or City Jail shall prescribe. Nothing herein shall require any officer to actually take into custody any person accused of any traffic violation where, in the discretion of the officer, a copy of the summons will be sufficient to accomplish the presence of the accused.
- 4.3 The City of Normandy shall carry all forms of insurance that may be reasonably required, including but not limited to, a public liability policy offering maximum limits of \$2,000,000 for bodily injury and \$2,000,000 for property damage; and Police Professional Liability Insurance in the amount of \$1,000,000 per person and \$2,000,000 per occurrence. Normandy shall cause to have added Greendale as additional insured and shall forward certificates of coverage to all named parties insured prior to the commencement of services under the terms of this Agreement.

ARTICLE V – TIME OF PERFORMANCE: TERMINATION

- 5.1 The services of this Agreement shall commence at 12:01 a.m. on the 1st day of April, 2017, and shall remain in effect as provided in Article III hereof.
- 5.2 It is expressly understood and agreed that this Agreement cannot be unilaterally terminated by either party during the first twelve (12) consecutive month period hereof except upon a material breach of the agreement by either party with written notice thereof provided to the breaching party. It is further expressly understood and agreed that after the first twelve months this Agreement may be terminated with or without cause, by either party upon sixty (60) days advance written notice of such intention delivered to the Mayor of Normandy or the Mayor of Greendale and any fees or expenses due shall be adjusted between them on a prorated basis.

IN TESTIMONY WHEREOF, the parties have hereunto caused these present to be signed by their respective officers with seal affixed on the day first above written.

ATTEST:

CITY OF GREENDALE

William C. Hanks
CITY CLERK

By: _____
H. Lamarr Huddleston
MAYOR

ATTEST:

CITY OF NORMANDY, MISSOURI

Sharon Warren
CITY CLERK

By: _____
Patrick B. Green
MAYOR

Construction Budget

ITEM	DESCRIPTION	m2 COST
GENERAL REQUIREMENTS		
Construction Facilities	First Aid, Sanitary Facilities	\$ 200
Waste Disposal	1 container(s) for duration of project.	\$ 500
Misc. Materials	Consumables: tape, paper, masks, etc	\$ 50
		<u>\$ 750</u>
DEMOLITION & CLEAN UP		
Demolition - Interior	Demo and cleanout of house: remove old carpet, remove and save kitchen cabinets, sinks, etc. remove bath fixtures and save	\$ 2,500
General Labor	Job site clean up, materials handling	\$ 1,250
Final Cleaning	Cleaning Service and Self-Performance	\$ 450
		<u>\$ 4,200</u>
FRAMING		
	Frame walls per rough plans.	\$ 2,000
HVAC		
Heating and Cooling System	Heating and cooling system. (2) zoned systems: use existing ductwork.	\$ 6,500
PLUMBING		
Plumbing Piping and Pumps	Move kitchen sink, new toilet, sink in ADA, cap old plumbing from Secured closet area (former bath)	\$ 3,500
Sewer and Water Line	None Bid. Use existing	\$ -
Plumbing Equipment	None bid. Use existing	\$ -
Plumbing Fixtures	New adult height toilet, wall mount lav, faucets	\$ 400
	Total	<u>\$ 3,900</u>
ELECTRICAL		
Medium-Voltage Electric	New 200- amp service. Fish new light fixtures in ceilings, GFCIs for baths and kitchen. Leave ungrounded receptacles.	\$ 5,500
Low-Voltage Electric	Exterior light for sign.	\$ 300
Lighting (Fixtures)	Security system allowance. Fixtures only.	\$ 1,030
	Total	<u>\$ 6,830</u>
INSULATION		
Batt insulation	Use existing.	\$ -
	Total	<u>\$ -</u>

Construction Budget

DOORS AND WINDOWS

Doors and Frames	Exterior Doors - Repairs to front door. New conf. room entrance door, New rec room door.	\$	1,200
	Interior Doors - New door at top of stairs, new ADA bath door	\$	200
Replacement windows	New windows for Conf. room entrance	\$	600
Window repairs	Labor and materials for window repairs.	\$	125
		\$	<u>2,125</u>

DRYWALL AND PLASTER

Hang drywall on new walls, patches for electrical work	\$	2,500
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TILE SETTING

Repairs to bathroom wall.	\$	100
	Total	\$ 100

WOOD FLOORING

None bid	\$	-
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VINYL TILE FLOORS

Clean up existing floors. Repairs in mayor's office. New tile in conf. room	\$	2,200
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PAINTING - INTERIOR

Ceilings in flat white. One color flat on walls. Stain new interior doors.	\$	3,500
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INTERIOR FINISH CARPENTRY

Interior Finish Carp Labor	Install millwork; install cabinets, vanities	\$	1,000
Millwork	Base board for new rooms.	\$	300
Wood Stairs and Railings	Use existing rail/ brackets. Remove, refinish, reinstall. NO work on basement stairs.	\$	170
		\$	<u>1,470</u>

SPECIALTIES

Mirrors, Bath Accessories	Materials and labor. Allowance.	\$	250
Shower Doors	None bid	\$	-
Closets	Wire shelf in each cabinet.	\$	400
Window Treatments	Repairs to existing blinds: install several middle brackets	\$	100
		Total	\$ 750

CABINETS / COUNTERS

Cabinets/Counters	Use existing	\$	-
Vanities/ tops	Use existing.	\$	-
Appliances	None bid.	\$	-
		Total	\$ -

CONCRETE

Flatwork - Interior	None bid.	\$	-
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MASONRY

Tuckpoint	None bid.	\$	-
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METALS

Metal Handrails	None bid		
Metal Fencing	None bid	\$	-
		\$	-

ROOFING

Shingle Roof	None bid.	\$	-
		Total	\$ -

Construction Budget

EXTERIOR FINISH CARPENTRY	Replace damaged plywood on eaves. Install doors, windows.	\$	1,500
PAINTING - EXTERIOR	One color on soffits. Stain exterior doors.	\$	2,450
PAVING / SITE WORK			
Paving	Walks and steps	\$	2,500
Tree and Brush Removal	trim bushes, remove one tree	\$	1,500
		\$	4,000
	CATEGORY TOTALS	\$	42,650

Construction Budget

CONTRACTOR PROFIT

CONTRACTOR PROFIT	\$	4,265
CONTINGENCY	\$	4,692
PROJECT TOTAL	\$	<u>51,607</u>