

## PUBLIC NOTICE

### CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI REGULAR MEETING OF THE BOARD OF ALDERPERSONS VIA VIDEO/TELECONFERENCE THURSDAY, NOVEMBER 19, 2020 – 7:30 – 9:30 PM

Notice is hereby given that the City of Bellefontaine Neighbors (“City”) will hold its regularly scheduled Board of Alderpersons meeting on Thursday, November 19, 2020, 7:30 – 9:30 p.m. via video/teleconference.

In view of the COVID-19 pandemic, and the Federal, State, County, and City Emergency Declarations, and in accordance with the provisions of Sec. 610.020, RSMo., the City acknowledges that it would be dangerous and impractical, if not impossible, for this meeting to be physically accessible to the public. The City also recognizes the need for the public’s business to be attended to in order to protect the public health, safety, and welfare. In order to balance the need for both continuity of government and protection of the health and safety of our residents, business persons and employees, this meeting of the Board of Alderpersons will not be open to public attendance in person. **THE MEETING WILL BE ACCESSIBLE BY THE PUBLIC IN REAL TIME ONLY BY A VIDEO/TELEPHONE CONFERENCE CALL VIA ZOOM. THE INSTRUCTIONS TO JOIN ARE BELOW:**

**To Join the meeting by via website:**

- (1) Go to Zoom at <https://zoom.us>
- (2) Select Join a Meeting
- (3) Enter Meeting ID: 825 620 8214
- (4) Enter Password: 4i85eK

**To Join the meeting by phone call (audio):**

- (1) Call 1 312 626 6799 US (Chicago)  
1 646 558 8656 US (New York)
- (2) When prompted, enter the Pass Code 452739

**THE AGENDA FOR THIS BOARD MEETING IS SET FORTH HEREIN.**

Instruction for providing public comments: Persons interested in making their views known on any matter will be able to speak during the video/teleconference meeting under “Public Comments.” In addition, anyone may send an email with their comments to the City Clerk at [FStevens@cityofbn.com](mailto:FStevens@cityofbn.com) by no later than Wednesday November 18, 2020 by 12:00 p.m. All comments received by email will be entered into the public record and publicly read as time allows. All emailed comments will also be distributed to the entire Board at or before the meeting. Thank you for your understanding and patience as we all try to get through these unprecedented times.

**POSTED: NOVEMBER 17, 2020 @ 5:00 PM**

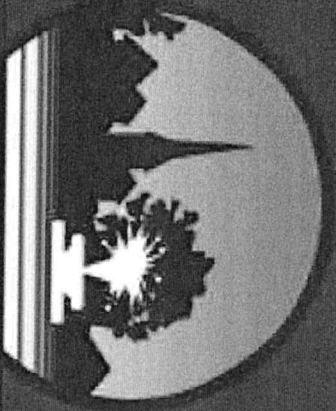
**REGULAR BOARD MEETING  
THURSDAY – NOVEMBER 19, 2020 -7:30 – 9:30PM  
BELLEFONTAINE NEIGHBORS BOARD OF ALDERPERSONS  
WILL CONVENE FOR THE ABOVE REFERENCED MEETING - VIA ZOOM**

**AGENDA**

1. CALL MEETING TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. PUBLIC HEARING – CONDITIONAL USE PERMIT/IN HOME CHILD CARE – 9961 NORTHAMPTON DRIVE – TOYA STEED
5. PRESENTATION OF UNAPPROVED MINUTES: REGULAR BOA MTG 11/5/2020, SPECIAL BOA Mtg. 11/12/2020
6. MEETING OPEN TO PUBLIC: (With a 3-minute time limit).
7. CITY TREASURER’S REPORT
  - a. APPROVAL OF INVOICES OVER \$500
8. CITY COLLECTOR’S REPORT
9. PLANNING AND ZONING REPORT
10. BUILDING INSPECTOR REPORT
11. CITY ENGINEER REPORT
12. CHIEF OF POLICE
13. CITY ATTORNEY
14. UNFINISHED BUSINESS
  - a. 2<sup>ND</sup> READ - BILL NO. 2599 – AN ORDINANCE AUTHORIZING AN AGREEMENT WITH CURTIS, HEINZ, GARRETT & O’KEEFE, PC TO RETAIN THE SERVICES OF THE LAW FIRM AND HELMUT STARR TO ACT AS SPECIAL COUNSEL TO THE CITY REGARDING VARIOUS CITY LEGAL ISSUES – ALDERWOMAN AVANT-ELLIOTT
  - b. ZOOM SET-UP PROPOSAL
15. NEW BUSINESS
  - a. WILLIAM SIMMONS – SHERWOOD HILLS SUBDIVISION
  - b. REQUEST FOR APPROVAL – PURCHASE OF UPS BATTERY - PARAGON MICRO
  - c. DISCUSSION OF ESTABLISHING THE BISSELL HILLS SHOPPING CENTER AS A COMMUNITY IMPROVEMENT DISTRICT (CID) – ALDERMAN CARROLL
  - d. DISCUSSION OF CITIZEN’S COMMENTS IN THE MINUTES
  - e. APPROVAL OF RECREATION SPACE FOR TOYS FOR TOTS EVENT
  - f. BUDGET AMENDMENT FOR COMMUNITY EVENTS
  - g. STANDING COMMITTEE AMENDMENTS
  - h. DISCUSSION OF THE CITY’S BOARDS AND COMMISSIONS – 10 MINUTE TIME LIMIT – ALDERMAN CARROLL
  - i. REFER TO THE PARKS AND RECREATION BOARD TO DEVELOP A 10 YEAR MASTER PLAN FOR THE CITY’S PARKS THAT DETAILS THE DIRECTION OF PARK PROJECTS PROGRAMMING, REPAIRS, AND ANY FUTURE MAINTENANCE (ALONG WITH ESTIMATES FOR FUTURE BUDGETING) AND PRESENT THIS MASTER PLAN TO THE BOA AND MAYOR AT/BY THE DECEMBER 16, 2020 BOA MEETING – ALDERMAN CARROLL
  - j. REFER TO THE YOUTH COMMISSION TO STUDY AND PROVIDE A WRITTEN REPORT OF THE GENERAL WELFARE OF YOUTH AND YOUNG ADULT (25YO AND YOUNGER) IN THE COMMUNITY AND PROVIDE RECOMMENDATIONS FOR THE IMPROVEMENT IN THE OVERALL WELFARE OF YOUTH AND YOUNG ADULTS AND PRESENT THIS REPORT TO THE BOA AND MAYOR AT/BY THE DECEMBER 16, 2020 MEETING – ALDERMAN CARROLL
16. REPORT OF MAYOR
17. REPORT OF ALDERMEN
18. MEETING OPEN TO PUBLIC: (With a 3-minute time limit).
19. CLOSED SESSION: HIRING, FIRING, DISCIPLINING OR PROMOTING 610.021(3)
20. ADJOURNMENT

**THIS AGENDA WITH PUBLIC NOTICE OF THE BOARD OF ALDERPERSON’S MEETING ON NOVEMBER 19, 2020 WAS POSTED ON NOVEMBER 17, 2020 AT 5:00 P.M. IN BELLEFONTAINE NEIGHBORS CITY HALL (FRONT DOOR) AND ON THE CITY’S WEBPAGE AT [www.cityofbn.com](http://www.cityofbn.com). FOR A COPY, CONTACT THE CITY CLERK’S OFFICE.**

Copies of this notice may be obtained by contacting: Fran Stevens, City Clerk - City of Bellefontaine Neighbors 9641 Bellefontaine Road - St. Louis, MO 63137 - (314) 867-0076



# Bellefontaine *Neighbors*

## NOTICE OF PUBLIC HEARING

The City of Bellefontaine Neighbors Board of

Aldermen will hold a Public Hearing as part of its

regular meeting on November 19, 2020 at 7:30 p.m.

regarding an application for a Conditional Use Permit

to operate an in-home child care as a home

occupation at 9961 Northampton Drive which is

currently zoned R-3 Residential:

The applicant is Toya Steed.

BILL NO. 2599

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

**AN ORDINANCE AUTHORIZING AN AGREEMENT WITH CURTIS, HEINZ, GARRETT & O'KEEFE, PC. TO RETAIN THE SERVICES OF THE LAW FIRM AND HELMUT STARR TO ACT AS SPECIAL LEGAL COUNSEL TO THE CITY REGARDING VARIOUS CITY LEGAL ISSUES.**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI, AS FOLLOWS:**

**Section 1.**

The Mayor or other appropriate city officials are hereby authorized to execute and enter into an agreement for professional services with Curtis, Heinz, Garrett & O'Keefe, PC to retain Helmut Starr to serve as special counsel related to legal issues of the City as requested from time to time by the Mayor or the Board of Aldermen and in substantial accordance with the terms and conditions set forth in Exhibit A, attached hereto and incorporated herein by this reference.

**Section 2.**

This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

**PASSED BY THE BOARD OF ALDERMEN FOR THE CITY OF BELLEFONTAINE NEIGHBORS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.**

\_\_\_\_\_  
Presiding Officer

Attest:

\_\_\_\_\_  
Fran Stevens, City Clerk

\_\_\_\_\_  
Tommie L. Pierson, Mayor

Attest:

\_\_\_\_\_  
Fran Stevens, City Clerk

**APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.**

CONTRACT  
SPECIAL COUNSEL

The Contract made and entered into this 5 day of November 2020, by and between the City of Bellefontaine Neighbors, hereinafter referred to as "City", and Helmut Starr, hereinafter referred to as "Attorney":

WITNESSETH:

WHEREAS, it is the desire of the City of Bellefontaine Neighbors and the Attorney to reduce to writing the terms under which Attorney will perform services as Special Counsel for the City of Bellefontaine Neighbors,

NOW, THEREFORE, IT IS AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. Employment: City hereby employs Helmut Starr as Special Counsel, and Helmut Starr hereby accepts such employment upon the terms and conditions hereinafter set forth.
2. Employment Period: The employment period shall commence as of the date of execution hereof and shall continue until the Board of Aldermen determines that the Special Counsel services described herein are no longer needed, unless earlier terminated by either party effective 60 days following written notice thereof to the other party.
3. Licensed: The Attorney shall be duly licensed to practice law in the State and Federal Courts within the State of Missouri.
4. Base Salary Duties: The duties of the Special Counsel, if they include attendance at regular meetings of the Board of Aldermen held on the first and third Thursdays of each month, shall be paid for at a base salary as defined in paragraph five (5) hereof.
5. Base Salary: The base salary will be Three Hundred Fifty Dollars

(\$350.00) per regular meeting set forth in paragraph 4 above.

6. Substitute Attorney: In the event Helmut Starr cannot attend a meeting of the Board of Aldermen or other board or commission as requested, the Board President will determine whether there is a need for Special Counsel services at such meeting. If, in the opinion of the Board President, legal counsel is required, Helmut Starr shall provide, at the same cost as set forth in paragraph 5 above, a substitute Attorney from the Curtis, Heinz, Garrett & O'Keefe, P.C. law firm with municipal law experience to attend such meeting. The substitute Attorney shall also be licensed to practice law in the State and Federal Courts within the State of Missouri.

7. Additional Duties: In addition to the Special Counsel's duties that may be requested as set forth in Paragraph four (4), above, it shall further be the Special Counsel's duty to, upon the request of the Mayor or the Board President, as authorized periodically by the Board of Aldermen, to: (a) review contracts entered into by the City; (b) attend special or additional meetings of the Board of Aldermen, meetings of the Planning and Zoning Commission and the Board of Adjustment; (c) to consult with the Mayor, the Board of Aldermen or other City officials in drafting legal opinions, ordinances or resolutions; (d) represent the City in other matters, as directed by the Mayor or the Board of Aldermen, in Federal and State Courts and in or before State and Federal administrative agencies and commissions; and (e) generally represent and advise the City of Bellefontaine Neighbors and its officials in such other legal matters as may be required from time to time.

8. Additional Salary: In addition to the base salary for services as set forth in paragraph five (5), shall be paid additional compensation for the performance of all

matters as set forth in Paragraph seven (7) at the rate of Two Hundred Fifty Dollars (\$250.00) per hour for Helmut Starr and partners of the firm, One Hundred and Sixty-Five Dollars (\$165.00) per hour for attorneys who are associates of the firm and Ninety Dollars (\$90.00) per hour for paralegal services through April 30, 2021. Beginning May 1, 2021, the hourly rates of compensation shall change to Two Hundred and Sixty Dollars (\$260.00) per hour for Helmut Starr and partners of the firm, One Hundred and Seventy-Five Dollars (\$175.00) for attorneys who are associates of the firm and Ninety Dollars (\$90.00) for paralegal services through April 30, 2022. Beginning May 1, 2022, the hourly rates of compensation shall change to Two Hundred and Seventy Dollars (\$270.00) per hour for Helmut Starr and partners of the firm, One Hundred and Eighty-Five Dollars (\$185.00) for attorneys who are associates of the firm and One Hundred Dollars (\$100.00) for paralegal services. Special Counsel authorized to use the services of other lawyers in the firm of which he is a member for the performance of any of the services hereinabove set forth. Special Counsel shall submit a statement to City for such additional services, if any, on a monthly basis stating the rate and a detailed statement of the number of hours required to provide such services. The additional hourly compensation shall be due and paid to Special Counsel no later than thirty (30) days following the date of each such statement. All Special Counsel services shall be under the direction and control of Special Counsel Helmut Starr.

9. Supersedes Prior Contracts: The execution of this contract shall serve to supersede any prior contractual arrangements between the parties relating to the same or similar matters, effective on the first day of the month following the date of execution first stated above.



IN WITNESS WHEREOF, we have hereunto set our hands and seals the day and year first  
above written.

HELMUT STARR

CITY OF BELLEFONTAINE NEIGHBORS

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Helmut Starr,  
Special Counsel

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Tommie L. Pierson  
Mayor

ATTEST:

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Fran Stevens, City Clerk





Bellefontaine Neighbors Police Department



REQUEST FOR APPROVAL

DATE: 11/05/2020  
 TO: CHIEF IHLER  
 FROM: ANGIE WOJTKOWSKI

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Chief,

The current UPS battery that is housed in our main level server rack is malfunctioning. We were hoping that we would be able to make it through the current budget year without having to replace the unit. Unfortunately, our building has many brown outs and that takes its toll on this device in the long run. It needs to be replaced ASAP.

REJIS requested 3 quotes for replacement, however, after some time we have only received one official quote from Paragon Micro. CDW-G and SHI did not respond to our request for a quote for this particular item.

This is billable to the REJIS Admin/City account as it supports the entire city network server(s).

**APC-SMART UPS / APC Network Management Card w Remote Mgmt Adapter.**

<b>Paragon Micro:</b>	<b>\$984.98</b>
<b>CDW-G</b>	<b>Did not respond to request for quote</b>
<b>SHI</b>	<b>Did not respond to request for quote</b>

Winning Bid (only responding vendor):

<b>Paragon Micro:</b>	<b>\$984.98</b>
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# Paragon Micro Inc.

PO Box 775695  
Chicago IL 60677-5695



DUNS: 800436714  
TIN: 20-0144408  
CAGE CODE: 4ZHT8

**Bill To:**

City of Bellefontaine Neighbors  
Accounts Payable  
9641 Bellefontaine Road  
St. Louis MO 63137

**Ship To:**

City of Bellefontaine Neighbors  
Angie Wojtkowski  
9641 Bellefontaine Road  
St. Louis MO 63137

## Quote

### Q1021311

**Date:** 10/22/2020  
**Expires:** 11/21/2020

**Sales Rep**  
Russo, Jeff  
847-719-8417  
jrusso@paragonmicro.com

**Customer Contact**  
Contact: Wojtkowski, Angie  
Account: CO14250  
PO#:  
Phone: 314-867-0080  
Email: awojtkowski@cityofbn.com

Quote Name		Terms	Cost Center		
APC SmartUPS 1500VA/NIC		Net 30			
External Notes					
Qty	MPN	Description	Notes	Unit Price	Total
1	SMT1500RM2 UC	APC Smart-UPS SMT1500RM2UC - UPS (rack-mountable) - AC 120 V - 1 kW - 1440 VA - 1 x - USB, serial - output connectors: 6 - 2U - black - with APC SmartConnect		704.99	704.99
1	AP9630	APC Network Management Card 2 - Remote management adapter - SmartSlot - 10/100 Ethernet - black - for Smart-UPS 1000, 1500, 2200, 3000, 750; Smart-UPS RM 3000VA; Smart-UPS X		279.99	279.99
				Subtotal	984.98
				Shipping Cost (FedEx Ground® (2-5 Business Days))	0.00
				<b>Total</b>	<b>\$984.98</b>

We value your business and will continue to provide you with excellent service in addition to our comprehensive product line.

SALES TAXES ARE ESTIMATED and may change depending on the rates levied by the destination's tax jurisdiction at the time of invoicing. Finalized invoice will be sent by Paragon Micro's Accounting Department.

PRICING AND INFORMATION DISCLAIMER: All pricing is subject to change without notice. For all prices, products and offers, Paragon Micro, Inc. reserves the right to make adjustments due to changing market conditions, product discontinuation, manufacturer price changes, errors in advertisements and other extenuating circumstances. While Paragon Micro, Inc. uses reasonable efforts to include accurate and up-to-date information on the Site, Paragon Micro, Inc. makes no warranties or representations as to the Site's accuracy. Paragon Micro, Inc. assumes no liability or responsibility for any errors or omissions in the content on the Site.

Accepted By: Printed Name

Purchase Order #

Authorized Signature

Date