

**CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI  
MAYOR AND BOARD OF ALDERMEN MEETING  
THURSDAY DECEMBER 7, 2023-7:30 PM  
PRE MEETING AT 7:00 PM  
CLOSED MEETING-6:30 P.M.**

**Notice is hereby given that the City of Bellefontaine Neighbors will hold a Board of Aldermen meeting on Thursday, December 7, 2023, at 7:30 p.m. at City Hall, 9641 Bellefontaine Road, Bellefontaine Neighbors, and MO. 63137.**

Persons interested in making their views known on any matter will be able to speak during the meeting under "Public Comments". In addition, anyone may send an email with his or her comments to the City Clerk at [sruffin-hall@cityofbn.com](mailto:sruffin-hall@cityofbn.com) no later than Thursday, December 7, 2023, by 12:00 pm. All comments received by email will be entered into the public record and publicly as time allows. All emailed comments will also be distributed to the entire Board at or before the meeting.

**AGENDA**  
**BELLEFONTAINE NEIGHBORS BOARD OF ALDERMEN**  
**REGULAR BOARD MEETING**  
**BELLEFONTAINE NEIGHBORS CITY HALL**  
**9641 BELLEFONTAINE RD BELLEFONTAINE NEIGHBORS, MO. 63137**  
**THURSDAY-DECEMBER 7<sup>TH</sup>, 2023-7:30 PM**

**PRE MEETING AT 7:00 PM**

1. CALL THE MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PRESENTATION OF UNAPPROVED MINUTES (B.O.A Regular Meeting Minutes)- (B.O.A. Special Meeting-06-26-23, B.O.A Meeting-10-05-23, and 11-02, B.O.A Meeting)
6. APPROVAL OF INVOICES (LORI LENZ)
  - 11-09-23 through 11-27-23-\$62,456.69
  - 11-23-23 through 12-04-23-\$2,545.97
7. TREASURER'S REPORT- (RICK ROGNAN)
8. PUBLIC WORKS REPORT (JEFF ROSS)
9. CODE ENFORCER REPORT (FELECIA BISHOP)
10. PARKS AND RECREATION REPORT (JIMMY KIRINCICH)
11. POLICE REPORT (MAJOR TIMOTHY SANDERS)
  - Crime Activity Report Attached for November 2023
12. CITY ATTORNEY'S REPORT (SUSIE MCFARLAND)
13. NEW BUSINESS: (DISCUSSION & VOTE)
  - A. BILL #2680- AN ORDINANCE AMENDING SECTION 5-54 OF ARTICLE IV OF CHAPTER 5 OF THE CODE OF ORDINANCES OF THE CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI.(INTRODUCED BY ALDERWOMAN PEG WARNUSZ)
  - B. BILL # 2681- AN ORDINANCE OF THE CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI, AMENDING CHAPTER 22, SECTION 22-16 TO RE-ESTABLISH THE FEE FOR REPAIR OF LATERAL SEWER SERVICE LINES AND ESTABLISHING ELIGIBLE COSTS TO BE

PAID BY THE CITY (INTRODUCED BY ALDERWOMAN LYNETTE VONSEGGERN)

C. A RESOLUTION(2023-03) OF THE CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI TO COMPENSATE THE MEMBERS OF THE IMAGE AND BEAUTIFICATION BOARD. (ALEASE DAILES)

14. OLD BUSINESS: (DISCUSSION & VOTE)

A. BILL #2682 AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR OF THE CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI, TO EXECUTE AND ENTER INTO A CONTRACT ON BEHALF OF THE CITY OF BELLEFONTAINE NEIGHBORS WITH CRWILLIAMS & ASSOCIATES LLC FOR AUDIT SERVICES.

(INTRODUCED BY ALDERWOMAN THERESA HESTER)

B. BILL #2683 AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR OF THE CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI, TO EXECUTE AND ENTER INTO A SERVICE AGREEMENT ON BEHALF OF THE CITY OF BELLEFONTAINE NEIGHBORS WITH DEKA CORPORATION D/B/A DEKA SERVICE FOR HVAC REPLACEMENTS AND IMPROVEMENTS. (INTRODUCED BY ALDERWOMAN THERESA HESTER)

15. ALDERMAN'S REPORT

16. MAYOR'S REPORT

17. ADJOURNMENT

NOTICE IS HEREBY GIVEN THAT ON THE 7<sup>th</sup> DAY OF DECEMBER, 2023 SUBJECT TO A MOTION DULY MADE AND ADOPTED, THE BOARD OF ALDERPERSONS MAY HOLD A CLOSED MEETING FOR THE PURPOSE OF DISCUSSING MATTERS RELATING TO ONE OR MORE OF THE FOLLOWING: LEGAL ACTIONS, CAUSES OF ACTION, LITIGATION OR PRIVILEGED COMMUNICATIONS BETWEEN THE CITY'S REPRESENTATIVES AND ITS ATTORNEYS (SEC. 610.021(1); LEASE, PURCHASE OR SALE OF REAL ESTATE (SEC. 610.021(2); HIRING, FIRING DISCIPLINING OR PROMOTING EMPLOYEES (SEC. 610.021(3); PREPARATION FOR NEGOTIATIONS WITH EMPLOYEE GROUPS (SEC. 610.021(9); BIDDING SPECIFICATIONS (SEC 610.021(11); AND /OR PROPRIETARY TECHNOLOGICAL MATERIALS (SEC 610.02 (15).

THIS AGENDA WITH PUBLIC NOTICE OF THE BOARD OF ALDERPERSON'S MEETING ON DECEMBER 7<sup>TH</sup>, 2023 WAS POSTED ON DECEMBER 6<sup>TH</sup>, 2023 AT 5:00 PM 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 SEMMIE RUFFIN-HALL, CITY CLERK, CITY OF BELLEFONTAINE NEIGHBORS-9641 BELLEFONTAINE ROAD-ST. LOUIS, MO 63137-(314) 867-0076.**



**CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI  
BOARD OF ALDERMEN SPECIAL VIA ZOOM  
MEETING MINUTES  
MONDAY JUNE 26, 2023-6:00 P.M.**

**PRESENT** Mayor Dinah Tatman, City Attorney Dorothy White-Coleman.

**Mayor Tatman CALLED THE MEETING TO ORDER** at 6:05 p.m.

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderman Peg Warnusz-Present
- Alderman Theresa Hester-Present
- Alderman Lynette VonSeggern-Ward-EXCUSED
- Alderman (Board President) James Thomas, Sr.-Present
- Alderman Regina Harmon-Ward-Present
- Alderman Alease Dailes-Present
- Alderman Alicia Smith-Present
  
- **Six Present/ One Absent** -Quorum was established.

Mayor asked for a **motion to approve the agenda**. Alderman Alicia Smith made a **motion** to approve the agenda for June 26, for the special meeting to pay the over and under bills from our meeting on June 22, 2023, **Alderwoman Regina Harmon Ward**. Mayor asked if there were any questions. **Board President Thomas** stated concerning check #46011 in the invoice it is 17008 and 17009 and 017023. We need to amend the agenda due to the fact that all these bills are over the limit for a bid that is needed. **Mayor stated** actually they are not. They are three different bids for three different parts of the building, so we have lumped them together on one check, but they were individual bids, we do have the bid information which is allowable. **Board President** asked if the bids were given to the Board. Mayor stated they do not have to go to the board if they are \$10,000 or under. Mayor stated I sent the ordinance over to the board. **Board President** stated he read it said bids still have to be obtained, Mayor stated bids were obtained and does not have to be approved by the board if you read **Sec 2-249. Sec C-1:**

- Items estimated to cost ten thousand dollars (\$10,000.00) or more can be purchased only after obtaining formal written and sealed bids or by special board action on sole source, specialized and non-standard items.
- Items estimated to cost between two thousand five hundred dollars (\$2,500.00) and nine thousand nine hundred ninety-nine dollars ninety-nine cents (\$9,999.99) may be purchased by the director of purchasing after obtaining three (3) or more price quotations on company stationery.

Mayor stated that is the procedure that was followed if you would look at it before you, one bid was \$6,200 another was \$5,700 and the third one was \$1,344.00. All of these meet the criteria under **section 2-249**. Mayor stated she would like to refer to legal counsel if there are any more questions or clarity that is needed Alderman **Alease Dailes** stated she can answer this question as well it has to be brought to the board, its **American Recuse Plan Funds**, there was no vote taken. They may be individual bills; however, they are going to one company for \$13,234.00 and anything under the **American Rescue Plan** need to be voted on by the board and the bids need to be presented to the board. For the record so she can have that on file. **Attorney Dorothy White-Coleman** stated she heard some information she was not certain about, did **Alderwoman Dailes** mention ARPA Funds (Mayor stated yes), what is the source of payment, Mayor stated these are coming out of the General Budget, **Alderman Dailes** stated no it says the American Recuse Plan Act and it says \$13,234. It is three separate bids going to one company and it was not brought before the board, there was not a vote on it nor has the board been provided with the bids. Mayor stated and the question was under **Sec 2-249. Sec C-1 under Director of Purchasing**. Even though it is going to one company that company did three different parts of the building:

- One Bid the Police Department
- Second Bid Administrative Wing
- Third was the cleaning of the floors

All of those under the permitted amount do not have to be brought before the board and the Director of Purchasing, with three bids which we got from three different companies can make that determination. **Alderman Dailes** stated her question again it is not a question it is a statement under the **American Recuse Plan**, which is Federal Funds, we were not provided with the bids, and it is one

company they may have done different bids for each room, but they did the cleaning at one time. \$13,234.00 is going to one company. We were not provided the RFQ's, or the bids and I need to look at the American Recuse Plan to see if this is under the safety plus it needs to be board approved. Attorney Dorothy White-Coleman stated with respect to the ARPA Funds it was not my understanding it would be out of ARPA Funds is that correct Mayor Tatman, Mayor responded that is correct. Alderman Dailes stated I can only go by what is stated on our sheet, American Recuse Plan Act. Alderman Smith stated outside of that Sec 2-252 talks about purchase orders, and it does limit \$10,000.00 but it does state in Sec B (like Baker):

- Requests for bids for items of more than ten thousand dollars (\$10,000.00) should be submitted at least six (6) weeks in advance of the time the materials or services will be needed. Delivery of many goods will demand advance planning and early ordering.

Alderman Smith stated it does show that a bid should have been submitted. Mayor stated and a bid was submitted for each section of the building as stated before, Attorney Dorothy White-Coleman (interjected) and stated Mayor Tatman they were cleaned at separate times, right? Mayor said yes, they were. Attorney Dorothy White-Coleman stated that you got a bid for each portion of the building that was cleaned by this company. Is that the way this transpired? Mayor stated, yes, we did. And you really did not need a formal bid, Mayor interjected and stated we knew this might be an issue so we did it anyway, so we have the bids here, we did it that way we knew that might be called into question. Alderman Dailes stated let me say this, so you did it separately, Alderman Dailes stated for the record knowing that each bid would be under \$10,000.00 so when it came to the total of \$13,234.00 it would not be questioned. Mayor Tatman stated no, that is not what I said. I said we got bids let me clarify and state what I meant. Because the interpretation is incorrect. What I said was even though bids are not required we added an extra layer of clarification for transparency, so under Sec 2-249., it states the direct procedure of what on what is to be put in place and we followed those procedures. Alderman Thomas stated that even though you knew that you did not need the bids, you got the bids anyway. Mayor said yes Sir. Alderman Thomas stated even as a courtesy and you knew there was going to be a situation are a problem or a question to this purchase just asking a question why you did not present this to the board, and we would not be even

having this discussion. **Mayor stated**, first of all it is not required, and I do not have to. I did it as an extra layer of transparency. As to why I did it, we have been doing a lot of things that are not required but as an extra layer of transparency we have been offering this board extra transparency and extra information that is not even required. **Attorney Dorothy White-Coleman stated** it was my understanding when this initially came up there were people who had contacted COVID and there were other illnesses that were in the building, and you felt the need to have it cleaned? **Mayor stated** yes. **Attorney Dorothy White-Coleman stated** you acted with a certain amount of expediency as a result. **Mayor stated** that was one thing in our city-wide meeting, you are absolutely correct. Unanimously the first thing that the employees asked and all the building. We have not even gotten the Recreation Center cleaned yet. Because we had two outbreaks of COVID in this building and the vents had not been cleaned for over 30 years. I have pictures; we have dead mice and birds and everything. And because we have three employees with pulmonary issues that can be tied back to dirty air and a dirty building. Not only did we get the vents cleaned we also got the carpets cleaned and the floors. I have pictures, I will show the board the next time we meet in person. If the Health Department (which we did call) if we show the Health Department the pictures of our vents; the reason you cannot pinpoint per say our building had not been getting clean air because all of the ducts (100%) of the air ducts were blocked. So, all the germs and air coming into the building were coming out of the cold air ducts. That is why they were so dirty. Not only that but ALL of the vents had mold (we have pictures) so when we had the three different companies come in, we called the Health Department first. And they did recommend a couple of companies and yes, we did need to get it cleaned. So that is the reason. **Alderman Smith stated**, so I have two concerns with this company (**Dalmatian Cleaning and Restoration**) I do not know where to begin; this company lists an address of 33 Mercury Drive which is a private home this is not a cleaning business outside of that, there is a Dalmatian Cleaning and Restoration Company listed but not for **this address, but for me looking at the company, I don't know it to be is it the address or is it the company who did the cleaning it list the company but the address is not correct.** **Mayor Tatman interjected and stated**, thank you **Alderman Smith** because you are good at this would you also check the **Better Business Bureau** because we did that to, we have their certificate from the **Better Business Bureau**, so they were totally vetted. And what I am going to do, I know this is important, I do not want to prolong this any longer if this board has an issue with us cleaning the building for the health of our employees and it was



done decently and in order. Also, it was checked before we did that. I want that on record too. **Mayor stated** if you (**Alderman Smith**) would check the **Better Business Bureau** we have all the papers here if you want to see them. **Alderman Smith** asked if she could finish her question. She stated there is a business at 13574 Industrial Drive, but it is in Bridgeton 63044, and it does list their telephone number of (314) 423-0101 so is it them or is it the people at 33 Mercury, which is for me. Outside of that there is an **Ordinance number of Sect 2-253-C, C** like **Charlie** that talks about purchases and emergency purchases to not exceed \$5000 without board of alderman approval. I get the whole thing, but for me I think this is a conversation I had with you guys, meaning the board and with you Mayor, for me I am confused on what is so new compared to a year ago in regard to how things were done and what was being presented to the board. That is confusing for me, starting out as an elective official. I am being presented with specific things and it is coming to the board and now all of a sudden, I am being told I do not have to. Well, was this the proper procedure then or is it the proper procedure now? It forces me to go look. No offense Mayor you throw State Statutes and there are Federal Statutes too and Federal trumps State. So how far is the rabbit hole going to go? She is not going to let it go far, we need to end this conversation. If the board does not want to pay this bill, I will let you guys deal with the legal issues and ramifications I think we kind of exhausted the conversation on this, if we can move forward and you can make a motion or not but I want to end the conversation I think we have exhausted all of the avenues, if anyone wants to see the bids you welcome to come see the bids, you welcome to come see the license, the **Better Business Certificate** that we have on this company we have on this company. **Alderman Smith** asked if we have any other bids. Was this the only one? **Mayor stated** no, we have all the bids of actually four companies. That we sent the bids out too. So, we have them here if anyone would like to see them.

**Mayor stated** I would like to end the discussion here. **Alderman Dailes stated** she has a question if I may, a point of order this is the board of aldermen talking and it was called for a discussion and there are some more questions that are on the floor and at least I would like to ask my question and state that, it's not that we **don't care**. I am just going about what I heard you say, if yall do not care about the staff. Yes, we do care about the staff and everybody in there, however if you say transparency. **Mayor stated** exactly. **Alderman Dailes stated** what is wrong with informing the board because we would not be here today and its not about you stopping the discussion if there is a discussion and the board of alderman

want to ask as many questions as they want. **Mayor interjected** and states as the Chairman, **Alderman Dailes** stated but we ask a question. **Mayor** stated I did not say you could not, but as the Chairman point of order, I am calling a point of order and I am inviting the board if you want the extra documentation, it is free and transparent, and you can do that. And so, I am calling a point of order and I am asking either we make a motion or table it, whatever the boards pleasure. So, I will go back to saying that I would ask for the approval of the agenda, we did that. The next is the approval of **invoices over \$500 dated June 1-June 14, 2023, in the amount of \$77,907.38- (Can be found on 06-15-23 Agenda).**

Board President Thomas made a motion to amend the agenda and remove check #46011, invoice #17008, invoice #17009 and invoice #017023. The minutes and the RFO must be provided because we are using **Federal ARPA Funds** and also within this motion to remove check #46013 and we ask that the City Clerk please provide the minutes and the vote tally of the board of aldermen for this purchase. I would also add to this motion that all of the bids be provided to the board for review since the work has already been done. I want to put this on the record, if we are going to be transparent, then we need to be transparent from the beginning not at the end. **Alderman Thomas** stated that is the motion. **Mayor Tatman** made a statement because one of those checks in a reimbursement for myself and I want it for the record that the board wants to remove check #46013 which is reimbursement for the mayor in the amount of \$659.82 which were items that were bought for Memorial Day Co-Sponsorship Program, for the record. Now may I have a second. **Alderman Dailes, second and** with that second its Ok and we honor our veterans we just want transparency, and I second that motion.

**Mayor Tatman** states with the insinuating remark of not having transparency, there are things that the government has authority that the board can be informed but does not have authority to make decisions over. I want to make that clear. **Mayor** stated a motion has been made and seconded. **Mayor called for an all in-favor.** **Alderman Smith** stated she has a discussion. I would like to amend the amendment, there is an incorrect amount of check #46039 in the amount for the aquatics area the bill is \$1,000 on the check ledger it says \$1,120.65 however the bill provided is says \$1,120.56 so it is a .09 cents difference so that will bring the total from \$77,907.38 to \$77,907.29 and that is if all the bills are paid in full.

Check #46043 this check ledger says it is from June 1 through June 14<sup>th</sup> the first order in the first bill is an office expense of \$18.17 but it is from May 26<sup>th</sup>, but that bill should not be in this ledger. Mayor stated what we have done for you all so the checks can be in sequential order instead of separating the overs and unders it is going to bring the checks out of sequence. **Alderman Smith** stated she is not concerned with the amount I am concerned with the date. The date says May, we are paying bills from June 1<sup>st</sup> so why are we paying a bill from May 26<sup>th</sup> that is included in June's bills. Mayor stated that the bill was received late. **Alderman Dales** stated with **James's** amendment (not with the ones that Alicia stated) but the total will be \$64,013.56 he just did not say the amount.

Mayor stated we will vote on the first motion that is on the floor to amend the agenda and to remove check #46011, invoice #17008, invoice #17009 and invoice #017025 and also check #46013, Mayor asked for a second, **Alderman Lynette VonSeggern** seconded. Mayor called for roll call.

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderman Peg Warnusz-Yes
- Alderman Theresa Hester-No
- Alderman Lynette VonSeggern-Ward-Yes
- Alderman (Board President) James Thomas, Sr.-Yes
- Alderman Regina Harmon-Ward-Yes
- Alderman Aleese Dales-Yes
- Alderman Alicia Smith-Yes
- 

Six Yes/ One-No. Motion passed.

**Alderman Dales** made the motion to approve the under \$500 for June 1 through June 14, 2023, in the amount of \$4,543.27, **Alderman Harmon-Ward** seconded. Mayor called for discussion. Mayor called for an all-in favor:

Seven -Yays, No-Nays Motion passed.

**Alderman VonSeggern** made a motion to approve invoices over 500 for June 15<sup>th</sup> through June 23, 2023, in the amount of \$33,829.28, second by **Alderman Warnusz**. Mayor asked any questions. **Alderman Hester** states she cannot make a conscious decision on voting on bills over \$500 because she does not have that

information. Mayor asked for any other questions. Alderman Smith inquired about #46044 in the amount of \$692.62 but there is a lot of information scratched out. Was this a payroll check, it was manual check. Mine is blurry. City Clerk responded it was a payroll check. Mayor called for an all in-favor:

Six Ayes- (Alderman Hester could not make a conscious decision to vote) Motion passed.

Alderman Smith made a motion to call for a close session in regard to newfound information in regard to a personnel matter at a later date, not today. Alderman Dallas second. Mayor called for any questions. Alderman Hester, can we have it over zoom. The consensus was it will be over zoom. Mayor called for an all in-favor:

Seven-Ayes/ No-Nays. Motion passed.

Mayor asked for a motion to adjourn. Alderman Smith made a motion to adjourn today's Special Board Meeting for 06-26-23 in regard to paying the bills for June 1 through June 14<sup>th</sup>, 2023, and June 15<sup>th</sup>, 2023, for the overs and unders for both dates. Second made by Alderman Dailes.

Mayor called for an all-in favor.

Seven-Ayes/ No-Nays. Motion passed.

Meeting adjourned at 6:45pm.

ATTEST

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Sammi Ruffin-Hall, City Clerk

Approved by the Board of Aldermen on \_\_\_\_\_



**CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI  
MAYOR AND BOARD OF ALDERMEN MEETING MINUTES  
THURSDAY-OCTOBER 5, 2023-7:35 P.M.**

**PRESENT** Mayor Dinah Tatman, City Attorney Dorothy White-Coleman, Chief of Police Jeremy Ihler, Public Works Director Jeff Ross, Parks and Recreation Director Jimmy Kirincich, Code Enforcer Felicia Bishop, Treasurer Rick Rognan and City Clerk Semmie Ruffin-Hall.

**Mayor Tatman CALLED MEETING TO ORDER** at 7:35 p.m.

**Pledge of Allegiance**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderwoman Alicia Smith-**Present**
- Alderwoman Alease Dailes-**Present**
- Alderwoman Regina Harmon-Ward-**Present**
- Alderman (Board President) James Thomas, Sr.-**Present**
- Alderwoman Lynette VonSeggern-**Present**
- Alderwoman Peg Warnusz-**Present**
- Alderwoman Theresa Hester-**Present**

**Seven Present** -Quorum was established.

**MOTION TO APPROVE THE AGENDA**

- **Alderwoman Theresa Hester motioned** with an amendment to item #11 to allow 15 minutes for discussion for administrative pay for employees and to add in the vote following the discussion. **Alderwoman Lynette VonSeggern seconded.**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderman Theresa Hester-**Yes**
- Alderman Peg Warnusz-**Yes**
- Alderman Lynette VonSeggern- **Yes**
- Alderman (Board President) James Thomas, Sr.-**Abstained**

- Alderman Regina Harmon-Ward-**No**
- Alderman Alease Dailes-**No**
- Alderman Alicia Smith- **No**

**3-Ayes/3-Nayes/ 1-Abstained Motion passed.**

**President James Thomas, Sr. made a motioned to amend the agenda to end the meeting at 9:15 pm, Alderwoman Lynette VonSeggern seconded. All Aldermen present voted "Aye". The vote was unanimous.**

**MOTION PASSED**

**MEETING OPEN TO THE PUBLIC (3 MINUTE TIME LIMIT)**

- **Mary Mentzler-13XX Shepley**
  - Thanked Chief Ihler for his 25 years of service to Bellefontaine.
  - Thanked the street department for filling the holes on Shepley.
- **Melvin Williams-99XX Martingale**
  - Commended someone for the idea of little stories posted in the park next to City Hall (St. Louis County Park)
  - Raised concerns of where the firehouse has been built.
  - Mayor stated she would find out and have him to call Mr. Williams
- **Wanda Lane-99XX Martingale Road**
  - Spoke on Behalf of RGSD
  - Citizens were interested in speaking to Superintendent
  - There are repercussions and consequences for the activities that happened up there. It was violent. Serious when we think about expulsions.
  - We will take each case by case
  - District is making every effort to reach out to the Community. Sponsoring Community Volunteer of the month.
  - I do not think anyone loves their children any more than we love ours so we have to step up.
  - Spoke on the Recreation Center-Parks Director why was not the park grant completed that was imitated and your intentions were to upgrade some restrooms in a park;
  - Mayor comment made at town hall meeting regarding city staff we all would be doing better if fully staffed.
  - At the May 4 meeting the board unanimously voted for a hiring freeze until the fiscal year 2021, 22 and 23 audits were completed. That has not happened.

- CPA Firm dismissed us, would like more information on that.
- Last thing from the Missouri Municipal league, page 25 (read this section). This a petty thing, but this is their mandate and you adhere to. In addition, that should be adhered to.
- The citizens would like unity on this board.

### **APPROVAL OF INVOICES (08-8-23 THROUGH 09-16-23) \$371,504.38**

**Alderman Lynette VonSeggern** made a motion to approve invoices. **Second made by Alderwoman Peg Warnusz.**

### **DISCUSSION:**

**Alderwoman Alicia Smith** states total does not add up. **Alderwoman Alease Dailes** stated many do not have line items, what accounts they are coming from. **Alderwoman Lynette VonSeggern** stated can we pay the bills that are not in discrepancy and come back and pay the other bills in question in a special meeting. **Alderwoman Dailes** stated from her understanding the bills have already been paid regardless of what the board has said. **Mayor** stated majority of them have been paid, we have incurred close \$5,000 in late fees. The board has opted not to pay any of the bills and so we have to pay builds for services or incur late fees, credit being denied or downgraded. So yes, some of the builds the decision was made to pay some of them. **Alderman Thomas** stated they did not pay the bills because there are discrepancies on the bills. Two special meetings were called and bills were still not in order. I asked the City Clerk are there bills that can be corrected and then we will call for one more special meeting to pay the bills that have not already been paid. **Mayor Tatman** stated she has asked several times can we pay the ones that are not in question, instead of not paying any. **Alderwoman Smith** question how the board would know what is duplicate or not. Not comfortable agreeing to pay bills that may possibly be a duplicate. **Mayor Tatman** stated look at the ledger and the ones that are not duplicates to go ahead and pay those and we investigate those that have been duplicates. We know that this is an issue we have to deal with and we will deal with it accordingly. **Alderwoman VonSeggern** stated could we get a new ledger where there are no duplicates so we know exactly what we have. **Mayor** stated absolutely you could. **Alderwoman Dailes** stated there is a bill in here to pay for bonding for someone that should not have been hired. **Mayor** asked what the board pleasure on the bills is. **Alderwoman Harmon-Ward** stated the ones that have discrepancies how do we know the ones that have and have not been paid.

**Mayor stated** you would be given a clean ledger. Know that the utilities will be paid services that contractors have given us will be paid the other ones we can go through. **Mayor stated all in favor of paying the bills for \$371,504.38:**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderman Theresa Hester-**Yes**
- Alderman Peg Warnusz-**Yes**
- Alderman Lynette VonSeggern-**No**
- Alderman (Board President) James Thomas, Sr.-**No**
- Alderman Regina Harmon-Ward-**No**
- Alderman Alease Dailes-**No**
- Alderman Alicia Smith-**No**

**2-Ayes/5-Nayes. Nays' have it. Motion Failed.**

**President Thomas** asked the **City Clerk** provide us with the amend bills so that we will know what bills that have already been paid and what bills need to be paid. **City Clerk** responded yes.

#### **PARKS AND RECREATION (DIRECTOR JIMMY KIRINCICH)**

##### **HVAC Upgrade: The City currently has three units that are not working correctly.**

Gymnasium-Unit needs to be replaced with a unit that can pull the humidity out of the area down to the correct levels of 30-50%. The current unit will only drop the humidity to 78%.

City Hall front office- The unit is broke and needs a full replacement. I had two companies look at it and both recommended a full replacement.

Police Office- Has a 3-ton unit that fails to keep the offices cool during the hot summer months. The unit will short cycle and not lower the temperature. This unit was installed in 1992 and needs a full replacement.

Total Cost Estimated:

Asking for BOA approval to move forward with an RFP to have all three units replaced. We will run the RFP through the Ameren Bizsavers program to receive incentives and money back on purchase.

##### **Purchase of two 2024 Ford F150, Regular Cab, 4x2 Trucks for Parks Department**

In the current ARPA budget I had \$56,000 for two trucks. The current quote I received with spray in bedliner, running boards and weather floor mats added is \$38,300 per truck. I am requesting \$76,600 in ARPA funds to replace our two



oldest trucks, which are 2000 and 2006. Our oldest truck then will be mine, which is a 2010.

I am requesting the board make a motion to allocate an additional \$20,600 to my ARPA account line for Two Ford F-150 Trucks, which will bring the total to \$76,600. These trucks will be purchased through state bid contract.

**Office Change Order:**

Crallo construction is the general contractor that is overseeing the gymnasium renovation. I am requesting the board extend their contract by \$16,088.46 to approve the change order to build an office for the Director of Parks and Recreation at the Recreation Center. The library area will be converted into an office by installing a door, new lighting, and window looking out into the library. The book library will then be moved to a nook in the hallway. My current office is next door in the building department. This will free up an office for future hires and allow other Director of Parks and Recreation to have an office in the Recreation Center. I have funds in my equipment maintenance and building maintenance account that will be reallocated to complete this project.

**President James Thomas, Sr. mad a motion for Director Jimmy for Parks and Rec to create an RFP for the air conditioner system for the Street Department, Gymnasium and the Police Department. Second by Alderwoman Theresa Hester.**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderman Alicia Smith-Yes
- Alderman Alease Dailes-Yes
- Alderman Regina Harmon-Ward-Yes
- Alderman (Board President) James Thomas, Sr.-Yes
- Alderman Lynette VonSeggern-Yes
- Alderman Peg Warnusz-Yes
- Alderman Theresa Hester-Yes

**7-Ayes/0-Nayes-Ayes have it. Motion Passed**

**President James Thomas, Sr. mad a motion for Director Jimmy from Parks and Rec to purchase one truck (F-150) for \$38,300.00. Second by Alderwoman Theresa Hester. Mayor stated purchase from the ARPA Funds-\$38,300.00.**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderman Alicia Smith-Yes

- Alderman Alease Dailes-Yes
- Alderman Regina Harmon-Ward-Yes
- Alderman (Board President) James Thomas, Sr.-Yes
- Alderman Lynette VonSeggern-Yes
- Alderman Peg Warnusz-Yes
- Alderman Theresa Hester-Yes

**7-Ayes/0-Nayes-Ayes have it. Motion Passed**

**President James Thomas, Sr. mad a motion for Director Jimmy from Parks and Rec to give him \$16,888.44 to take funds from equipment and building maintenance fund (\$8,444.22 from each) to complete his office and the change order. Second by Alderwoman Theresa Hester. Second by Alderwoman Regina Harmon-Ward.**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderman Alicia Smith-Yes
- Alderman Alease Dailes-Yes
- Alderman Regina Harmon-Ward-Yes
- Alderman (Board President) James Thomas, Sr.-Yes
- Alderman Lynette VonSeggern-Yes
- Alderman Peg Warnusz-Yes
- Alderman Theresa Hester-Yes

**7-Ayes/0-Nayes-Ayes have it. Motion Passed**

**PUBLIC WORKS (DIRECTOR JEFF ROSS)**

- 1 residential sewer lateral done. An additional 3 are pending or in progress.
- Cut 41 vacant lots (tall grass violations)
- City Wide Trash pickup on 30<sup>th</sup> the volunteers picked up 94 bags of trash. We thank you.
- 3 trees were taken down and another 3 were contracted out and removed
- 2 vacant homes were cleaned and abated
- Continued preventive maintenance for all city vehicles and equipment.

- Yard waste materials were removed from street department yard in preparation and anticipation to start and build a recycle program hopefully to start in the fall of 2024 (mulch, firewood, compost)
- We did asphalt patch work on Shepley, Neighbor, Wentworth, Waldorf, Bakewell, Church, Donnell, Gleason, Gardo, Gardo court, Odessa.

Labor Day – yet another storm hit knocking down limbs which are also been picking up.

We are looking into having a job fair on October 28<sup>th</sup> from 10am-1pm for open positions for the City of Bellefontaine Neighbors.

RFQs for road salt for the winter season has been published and the sealed bids are to be opened at the next board meeting October 19<sup>th</sup>.

RFQs for new city signage has also been published and the sealed bids for those are to be opened at the November 16<sup>th</sup> board meeting.

The Public Works Department is in immediate need of a number of things to run efficiently.

Tree removal, there are trees in the city that need to be removed immediately so I'm requesting funds for our department to have these trees removed. \$75,000 I believe would be a good amount to start with.

We all are aware of the property maintenance issues we are having within the city I am suggesting to the board to come up with a fund strictly to deal with vacant and blighted properties, without having funds available it somewhat leaves our hands tied as to the length we can go to correct the issues.

There are a number of ordinances that we feel need to be updated, or new ones established to deal with the current times and issues. Some of the following we feel need updated in the very near future to help us enforce these ordinances more efficiently

1. Sewer Lateral ordinance (Spending Cap)
2. Gaming Machines
3. Update of Permit Fees

4. Redefine Driveways and parking surfaces
5. Establish a new ordinance on Dumpster rental length of time and the fee
6. Ordinance that addresses the number of rental properties the city can allow.
7. Dog registrations, Laws,
8. Privacy Fence Ordinance.

That completes my report.

**Alderman Dailes** asked if Director Ross could send a list to the Board of all the ordinances you want updated. **Director Ross** stated I could send that out. Do you need us to make a motion now? **Director Ross** stated a motion would be great on the \$75,000 tree removal. **Alderman VonSeggern** had a question for your vacant properties. What are you referring too? **Director Ross** stated we have couple of properties that have been vacant for over ten years. One Nectar that had a tree to come down in the back of house, one on Laire that a tree also came down in the back of the house. With these funds available we can have a contractor come in take care of those issues and we can take care of everything else, and assessed that to the property owner's real estate taxes. **Alderman Dailes** asked would it be more beneficial to let it go repurchase it through St. Louis County then tear it down. **Director Ross** stated that is a decision that would have to be made as a whole. St. Louis County from what I understand offer Bellefontaine first dibs on homes like that.

**Director Ross** is asking for \$75,000 to take care of the important tree removal right now and to also to establish an amount that all agree upon to take care of the vacant and blighted properties. **Alderman Dailes** asked would that come out of ARPA Funds or General Funds. **Treasurer Rick Rogan** stated it would come out of ARPA or Capital Improvement. Since ARPA Funds have to be spent by December 31 of next year (and this is safety issue) here is an opportunity that is being presented by Jeff.

**Alderman Regina Harmon-Ward** motion to give Director Ross, \$75,000.00 for tree removal from the ARPA Funds, **Second by Alderman Alicia Smith.**



**Alderwoman Smith** asked, **Rick** can you tell us what is left in the ARPA Funds after. **Rick** stated could do that the next meeting. **Alderwoman Alicia Smith** is money available, **Rick** said yes. **President Thomas** stated there was \$220,000.00 listed in the veto budget (2023/24) then you would not have to stand before us asking for money. **Alderwoman Dailes** stated if the budget had not been vetoed this is probably going to subtract from that line item.

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderman Alicia Smith-Yes
- Alderman Alease Dailes-Yes
- Alderman Regina Harmon-Ward-Yes
- Alderman (Board President) James Thomas, Sr.-Yes
- Alderman Lynette VonSeggern-Yes
- Alderman Peg Warnusz-Yes
- Alderman Theresa Hester-Yes

**7-Ayes/0-Nayes-Ayes have it. Motion Passed**

**President James Thomas, Sr.** made a motioned to extend the time to 9:25 pm., **Alderwoman Lynette VonSeggern** seconded. **All Aldermen present voted "Aye"**. The vote was unanimous.

#### **CODE ENFORCER (FELICIA BISHOP)**

- ✓ Assisted DCFS in un-fitting a residence (Ashbrook).
- ✓ Meet with investor who agreed to sale (two) nuisance properties.
- ✓ Issued 24-hour notice for board up painting (Surrey Lane).
- ✓ Removed one illegally occupied squatter.
- ✓ Made Landlord of property (Chambers) that was conducting fraudulent activities, informed him of the consequences. Regarding our criminal activity ordinance; owner agreed to serve tenant with 30 day vacate notice.
- ✓ Communicated with property owner of property (Fontaine pl.) regarding criminal activity ordinance.
- ✓ Issued fifteen (15) nuisance letters for no occupancy permit with 72 hours required response time.
- ✓ Issued (10) nuisance letter for dogs not registered and /or not leashed
- ✓ Issued an addition 166-nuisance letters for property maintenance issues.

- ✓ Meet with Traverse Logistics owner has been given deadline of 10/30/23 to comply with all city request, and rectify nuisances are face license revocation.
- ✓ Notified Section 8 of tenants that are non-compliant.
- ✓ Meet with Tonya Patton of Riverview Gardens school district to explain the process on us working together to stop the use of unoccupied addresses for school registration.
- ✓ Meet with homeowner and new contractor regarding corrections required for the residence on Running brook.
- ✓ Meet with Ruler foods property manager to discuss property maintenance and develop a plan to move forward with complying with the necessary repairs.

**Alderman Dailes stated** can you send us a list and then can you be more specific in what you would like to do with the properties; you are asking us for \$100,000.00. As well as the sending us the ordinance numbers that you need us to change. **President Thomas stated** would you send that to the City Clerk so that she may disperse it to the board. **Felicia replied** yes.

**Alderman Theresa Hester made a motion** to extend the time to 9:30 pm., **Alderman Lynette VonSeggern seconded.**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderman Alicia Smith-Yes
- Alderman Alease Dailes-Yes
- Alderman Regina Harmon-Ward-Yes
- Alderman (Board President) James Thomas, Sr.-Yes
- Alderman Lynette VonSeggern-Yes
- Alderman Peg Warnusz-Yes
- Alderman Theresa Hester-Yes

**7-Ayes/0-Nayes-Ayes have it. Motion Passed**

**POLICE DEPARTMENT REPORT (CHIEF JEREMY IHLER)**

-Previous twelve months looking at crime overall crime dropped 12%.

- Homicide, robbery, larceny and motor vehicle theft dropped somewhere between 19% and 83%.
- However our motor vehicle theft up 44%.
- I have two thirds of the staff actually two thirds of an excellent staff,

- The years of experience I have per officer now averages out to 10-15 years.
- Calls for service up 10%, that is 27,000 per year previously has gone up to 30,000.
- Just a reminder 10 years ago we moved our National Night out from first Tuesday night to the second Tuesday.
- As of this coming Thursday, I will be retiring from the Police Department.

### **ADMINISTRATIVE PAY FOR EMPLOYEES-DISCUSSION**

**Mayor Tatman stated** we would take fifteen minutes to discuss then vote.

**President Thomas** excused himself due to a conflict of interest. **Alderswoman Hester made motion** to discuss. **Second by Alderswoman VonSeggern.**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderman Theresa Hester-**Yes**
- Alderman Peg Warnusz-**Yes**
- Alderman Lynette VonSeggern-**Yes**
- Alderman Regina Harmon-Ward-**Yes**
- Alderman Alease Dailes-**Yes**
- Alderman Alicia Smith-**Yes**

**6-Ayes/0-Nayes-Ayes have it. Motion Passed**

### **DISCUSSION:**

**Alderswoman Dailes states** the attorney put in here and we did not vote on it and I think we should vote on it. Based on email one-person put in which shall not include an employee on probationary period for a promotion and that was not voted on. **Attorney Dorothy White-Coleman stated** the original resolution is actually before you, not the one that **Alderswoman Hester. City Clerk had to** excuse herself to get the correct resolution. **Alderswoman Hester stated** she noticed that the original resolution was broad in probationary period and so to make sure we do not leave anyone out that has been with the city for ten, twelve years and moving from part time to full time. We want to recognize those people in their new position. Section 3 says the board hereby authorizes municipal administrative pay as follows: for all active full time employees of the city who worked 32 to 40 hours per week and have completed their new hire probationary period which shall not include any employee on a probationary period of promotion at the time of this resolution is passed. The board authorizes one time sum of \$3,000.00 of municipal administrative assistant pay less taxes; for all active

regularly scheduled weekly part time employees of the city who work an average of 20 hours a week or more and have completed their required new hire probationary period which shall not include any employee on a probationary period for promotion at the time of this resolution is passed, the board authorizes the one time sum of \$1,000.00 of municipal administrative assistant pay less taxes; for all active regularly schedule weekly part time employees who work for the city who work less than 20 hours a week and who have completed their required probationary period at the time this resolution is passed authorizes one-time payment of \$750.00 of municipal administrative assistant pay less taxes. Temporary and seasonal employees are not eligible for municipal administrative assistant pay. I added that new hire probationary period so that we do not get confused when we are talking about promotions and recognizing some one that has been with the city for ten, twelve years. If you move from part time to full time that does not make you a new employee, that just means you moved within the company. **Mayor called for any other questions and is everybody clear on what resolution we are voting. Alderwoman Dailes stated** we are voting on if we want to add this to it. **Mayor Tatman stated** the motion we made earlier was to discuss and then to vote on. **Alderwoman Smith stated** section three is still not correct. Go to the bottom it states "twenty hour a week and who have completed their regular probationary period at the time of this resolution is passed". It is missing the part that says the same thing that the person that is receiving \$3,000.00 and \$1,000.00. What about those people who have completed their new hire probationary period. Still missing the verbiage of promotion probationary period. All three of those lines are not identical. The \$3,000.00 and \$1,000.00 would receive it but the person who is \$750.00 who may have a new hire probationary period, the verbiage is not there. Semmie just provided that one. We are voting on the original, one **Alderwoman Dailes stated** and if we want to add the probationary. **Alderwoman Smith stated** she was just reading it to point out that part is missing so if this part that you were looking at and voting on it still not correct. The point that I am making is if you are going to give it to someone that is receiving \$3,000.00 and if I am the person receiving \$750.00 I am suing the City. **Attorney White Coleman stated** Alderwoman Smith if that what this board decides it wants we can make that consistent, if that what the board decides. **Alderwoman Smith stated** she was just pointing out it is not consistent. **Attorney White Coleman stated** we are not voting on that you are voting on if you want to accept that language.

**Mayor Tatman stated she is putting forth the motion that the resolution be adopted as it is adding the verbiage that was inserted by Alderwoman Hester. Mayor called for a motion that the resolution be passed with verbiage added by Alderwoman Hester.**

**Alderwoman Hester made motioned to accept the resolution adding resolution for municipal; administrative pay adding the verbiage that I added in and be consistent with each three amounts. Second, Alderwoman VonSeggern. Mayor called for any more discussion.**

**DISCUSSION:**

**Alderwoman Hester-Ward had a question** the person who was promoted did the years but they did not do the man-hours that the full time employees did so how is that fair to the employees that put in the 80 hours all those years. I cannot see that. **Alderwoman Hester stated** so really with this pay nothing is being fair, right, because we missed the deadline to pay this money out for what it should have been ARPA pay but it is not. But when you talk about adding the man hours as a full time person because they were a part time, I think they did do the man hours they been with the City twelve years.

They have proven themselves worthy. **Alderwoman Dailes stated** these funds are coming from the ARPA pay and I cannot see someone working 40 hours for twelve years and then someone working 2 hours, 3 hours we do not know and get the same amount of money. Trying to be fair.

**Mayor Tatman stated we are voting on accepting this resolution adding in and adopting verbiage that Alderwoman Hester inserted.**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- **Alderman Alicia Smith-No**
- **Alderman Alease Dailes-No**
- **Alderman Regina Harmon-Ward-No**
- **Alderman Lynette VonSeggern-Yes**
- **Alderman Peg Warnusz-Yes**
- **Alderman Theresa Hester-Yes**

**3-Nays/3-Yays. Mayor broke the tie and voted Yes. Motion passed**



**Mayor called for a motion to adjourn-Alderman Alicia Smith made the motion to adjourn at 9:30 pm Second made by Alderwoman Theresa Hester/Alderwoman Alease Dailes.**

**Mayor called for an all-in favor: All Aldermen present voted "Aye". The vote was unanimous.**

**Ayes have it and motion passed.**

**Meeting adjourned at 9:30 pm.**

**ATTEST:**

\_\_\_\_\_  
**Semmie Ruffin-Hall, City Clerk**

**Approved by the Board of Aldermen on \_\_\_\_\_**

**CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI  
MAYOR AND BOARD OF ALDERMEN MEETING MINUTES  
THURSDAY-NOVEMBER 2, 2023-7:30 P.M.**

**PRESENT** Mayor Dinah Tatman, City Attorney Dorothy White-Coleman, Interim Chief of Police Major Timothy Sanders, Public Works Director Jeff Ross, Parks and Recreation Director Jimmy Kirincich, Treasurer Rick Rognan and City Clerk Semmie Ruffin-Hall.

**Mayor Tatman CALLED MEETING TO ORDER** at 7:30 p.m.

**Pledge of Allegiance**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderwoman Alicia Smith-**Present**
- Alderwoman Alease Dailes-**Present**
- Alderwoman Regina Harmon-Ward-**Present**
- Alderman (Board President) James Thomas, Sr.-**Present**
- Alderwoman Lynette VonSeggern-**Present**
- Alderwoman Peg Warnusz-**Present**
- Alderwoman Theresa Hester-**Present**

**Seven Present** -Quorum was established.

**MOTION TO APPROVE THE AGENDA**

**Alderwoman Lynette VonSeggern motioned, Second Alderwoman Regina Harmon-Ward.**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderwoman Alicia Smith-**Yes**
- Alderwoman Alease Dailes- **Yes**
- Alderwoman Regina Harmon-Ward- **Yes**
- Alderman (Board President) James Thomas, Sr.-**Yes**
- Alderwoman Lynette VonSeggern-**Yes**
- Alderwoman Peg Warnusz-**Yes**
- Alderwoman Theresa Hester-**Yes**

**7-Ayes/0-Nayes-Ayes have it. Motion Passed.**

**President Thomas motioned to amend agenda and end meeting at 8:40pm to go into closed session, Second by Alderwoman Alease Dailes.**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderwoman Alicia Smith-Yes
- Alderwoman Alease Dailes- Yes
- Alderwoman Regina Harmon-Ward- Yes
- Alderman (Board President) James Thomas, Sr.-Yes
- Alderwoman Lynette VonSeggern-Yes
- Alderwoman Peg Warnusz-Yes
- Alderwoman Theresa Hester-Yes

**7-Ayes/0-Nayes-Ayes have it. Motion Passed.**

**MEETING OPEN TO THE PUBLIC (3 MINUTE TIME LIMIT)**

- **Michael Levison-15XX Fathom Drive**
  - Concerned about \$300.00 fee to be charged for residential rental.
  - Very difficult to work with the Mayor, either your way or the highway.
- **Anthony Green-92XX Waldorf Drive**
  - In front of you is a 6/30/22 balance sheet under Mayor Tommie Pierson and filed at the Missouri State Auditors website.
  - Minus \$771,000 over draft per the ledger, asked Mayor Pierson and he could not answer. Asked Angela Dorn, no answer, Treasurer no answer he referred me to Angela Dorn.
  - Been over a year and we need an answer.
  - Bank reconciliation has not been done for 24 months.
  - May be external fraud coming in
- **Kathleen Ives-104XX Toelle Lane**
  - Invested in looking at 6-foot fences but our policy here is only 4-foot fences, unfortunately there are numerous properties with 6-foot fences, some with electric gates.
  - Make policy where we can have 6-foot fences but until that is done every single person need to take it out.
  - Wrong to tell us we cannot have a 6-foot fence.
- **Marcie Gooden-94XX Duenke Drive**
  - Who is working on it (fence ordinance), I was working with West and Clayton Klein.
  - City Engineer (Clayton Klein) needs to be involved.

- Robin Lampley-98XX Surrey Lane  
-Inquiring about \$300 Residential fee when will it be started

**FINANCE DIRECTOR-(LORI LENZ)**

- **APPROVAL OF INVOICES**
  - A. First Register-(October 3, 2023-October 13, 2023 (\$11,292.71)

Aldерwoman Regina Harmon-Ward motioned to approve invoices, President Thomas seconded.

**DISCUSSION:**

President Thomas stated, Lori there was some discrepancies found that's the reason why the amount changed and those discrepancies will be given to the City Clerk.

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderwoman Alicia Smith-**Abstained**
- Alderwoman Alease Dailes- **Yes**
- Alderwoman Regina Harmon-Ward- **Yes**
- Alderman (Board President) James Thomas, Sr.-**Yes**
- Alderwoman Lynette VonSeggern-**Yes**
- Alderwoman Peg Warnusz-**Yes**
- Alderwoman Theresa Hester-**Yes**

**6-Ayes/0-Nayes/1-Abstained-Ayes have it. Motion Passed.**

- B. Second Register-(October 16, 2023-October 26, 2023 (\$70,410.95)

Alderwoman Alicia Smith motioned to approve invoices, Alderwoman Theresa Hester seconded.

**DISCUSSION:**

**Alderwoman Smith stated,** I have questions, the AFLAC bill check #46451. The bill says \$228.96 but check register says \$104.94, not sure, which one it is. There is an amount of (for Bridgefield Asphalt Plant) \$661.36 says I know it is actually a penny but I look at all the bills and the bill is actually \$661.35. Lori stated AFLAC bill should be \$104.94. **Alderwoman Smith spoke with Lori** so AFLAC amount should be \$228.96 new total is **\$70,534.96**. **Alderwoman Lynette VonSeggern had a question on** Dorothy White-Coleman's bill. She has a remaining balance of \$4200 why don't we pay her complete bill. **Lori answered** she has no idea we pay by the invoice every single month since she came on. I know there is a balance on

there but I have not had time to go through it.

**Alderwoman Alicia Smith made a corrected motion to approve invoices for \$70,534.96 from October 16, 2023-October 26, 2023, Alderwoman Lynette VonSeggern seconded.**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderwoman Alicia Smith-Yes
- Alderwoman Alease Dailes- Yes
- Alderwoman Regina Harmon-Ward- Yes
- Alderman (Board President) James Thomas, Sr.-Yes
- Alderwoman Lynette VonSeggern-Yes
- Alderwoman Peg Warnusz-Yes
- Alderwoman Theresa Hester-Yes

**7-Ayes/0-NayesAyes have it. Motion Passed.**

**Alderwoman Alease Dailes stated** I had to sunshine you. We actually pulled out the checks for \$13,234.00 for Dalmatian that was paid under the ARPA Funds. It says General Fund then it says Capital Expense. So which one was it paid under. **Lori stated** paid out of Capital. **Alderwoman Dailes stated** what check detail is that on. What dates? When did board vote on it to be paid. Asked Lori to send to the board.

#### **TREASURER-(RICK ROGNAN)**

- Want to make sure the Board gets all the information they need as we move forward.
- I do not want to give you things you are not going to use in order to facilitate your job.
- Couple of things today. First item all the payroll analysis for this calendar year.
- Senate Bill 190 did pass by St. Louis County. Strongly recommend to the City we identify every rental property that we have. Reason is rental property does not qualify.
- We now have positive pay. Positive pay does this all the check washing we had going around here cannot happen. Once you upload check Register to Simmons Bank if anyone of those attributes on those checks are different it is not paid.
- We still have some accounts out there that need to be pulled back.
- Funds should not be co-mingled.
- MOSIP account is already authorized just need to move money over.



-Concerned about ACH coming out. Needs to be on a separate register.

**Alderwoman Lynette VonSeggern motioned to extend meeting until 9 pm, Alderwoman Peg Warnusz seconded.**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderwoman Alicia Smith-**No**
- Alderwoman Alease Dailes- **No**
- Alderwoman Regina Harmon-Ward- **No**
- Alderman (Board President) James Thomas, Sr.-**No**
- Alderwoman Lynette VonSeggern-**Yes**
- Alderwoman Peg Warnusz-**Yes**
- Alderwoman Theresa Hester-**Yes**

**4-Nayes/3-Ayes-Nayes have it. Motion Failed.**

**Mayor informed the citizens things that are on the agenda and not covered will go on the next agenda on 11-16-23.**

**Mayor called for a motion to adjourn-Alderman Theresa Hester made the motion to adjourn the meeting and go into close session (verbiage of closed session read) at 8:45pm Second made by Alderwoman Lynette VonSeggern.**

**ROLL CALL:** City Clerk Semmie Ruffin Hall called the roll:

- Alderwoman Alicia Smith-**Yes**
- Alderwoman Alease Dailes-**Yes**
- Alderwoman Regina Harmon-Ward- **Yes**
- Alderman (Board President) James Thomas, Sr.**Yes**
- Alderwoman Lynette VonSeggern-**Yes**
- Alderwoman Peg Warnusz-**Yes**
- Alderwoman Theresa Hester-**Yes**

**7-Ayes/0-Nayes-Ayes have it. Motion Passed.**

**Meeting adjourned at 8:45 pm.**

**ATTEST:**

\_\_\_\_\_  
Semmie Ruffin-Hall, City Clerk

Approved by the Board of Aldermen on \_\_\_\_\_

BELLEFONTAINE NEIGHBORS  
Check Detail

November 9 - 27, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	46558	11/09/2023	SPAULDING DECON	1003.4 - OPERATING ACCT-NEW		-11,163.00
Bill	INV # 1307842	11/09/2023		5330 - CAPITAL EXPENSE	-11,163.00	11,163.00
					-11,163.00	11,163.00
Bill Pmt -Check	46559	11/13/2023	ANGELA D. WHITE	1003.4 - OPERATING ACCT-NEW		-75.00
Bill	ROOM REFUND	11/13/2023		4069 - ROOM RENT	-75.00	75.00
					-75.00	75.00
Bill Pmt -Check	46560	11/13/2023	ART'S LAWN MOWER SHOP	1003.4 - OPERATING ACCT-NEW		-60.94
Bill	INV # C041600B	11/09/2023		5511 - EQUIP-MAINT	-60.94	60.94
					-60.94	60.94
Bill Pmt -Check	46561	11/13/2023	DANIELLE RAY	1003.4 - OPERATING ACCT-NEW		-75.00
Bill	ROOM REFUND	11/13/2023		4069 - ROOM RENT	-75.00	75.00
					-75.00	75.00
Bill Pmt -Check	46562	11/13/2023	ED ROEHR SAFETY PRODUCTS	1003.4 - OPERATING ACCT-NEW		-393.98
Bill	INV # 536428	11/09/2023		5222 - PERSONNEL CLOTHING & EQUIP	-149.80	149.80
Bill	INV # 536427	11/09/2023		5222 - PERSONNEL CLOTHING & EQUIP	-107.18	107.18
Bill	INV # 536426	11/09/2023		5223 - TRAINING & ORIENTATION	-6.00	6.00
Bill	INV # 536425	11/09/2023		5223 - TRAINING & ORIENTATION	-6.00	6.00
Bill	INV # 536424	11/09/2023		5222 - PERSONNEL CLOTHING & EQUIP	-125.00	125.00
					-393.98	393.98
Bill Pmt -Check	46563	11/13/2023	JAY HENGES ENTERPRISES, INC.	1003.4 - OPERATING ACCT-NEW		-4,430.47
Bill	INV # FL 61178	11/09/2023		2049.1 - ASSET FORFEITURE-JUSTICE F	-4,430.47	4,430.47

**BELLEFONTAINE NEIGHBORS**  
**Check Detail**  
November 9 - 27, 2023

Bill Pmt -Check	46567	11/13/2023	1003.4 - OPERATING ACCT-NEW	-4,430.47	4,430.47
Bill	ROOM REFUND	11/13/2023	4069 - ROOM RENT	-75.00	-75.00
Bill Pmt -Check	46567	11/13/2023	1003.4 - OPERATING ACCT-NEW	-10,395.56	10,395.56
Bill	INV # F34354	11/13/2023	5626 - SALT	-2,020.47	2,020.47
Bill	INV # F34352	11/13/2023	5626 - SALT	-2,124.49	2,124.49
Bill	INV # F34351	11/13/2023	5626 - SALT	-2,104.01	2,104.01
Bill	INV # F34357	11/13/2023	5626 - SALT	-2,076.96	2,076.96
Bill	INV # F34354	11/13/2023	5626 - SALT	-2,069.61	2,069.61
Bill Pmt -Check	46567	11/09/2023	5530 - CAPITAL EXPENSE	-5,300.00	5,300.00
Bill	ROOM REFUND	11/13/2023	1003.4 - OPERATING ACCT-NEW	-75.00	-75.00
Bill Pmt -Check	46568	11/13/2023	1003.4 - OPERATING ACCT-NEW	-120.00	120.00
Bill	INV # 130486	11/09/2023	5518 - AQUATICS	-120.00	120.00
Bill Pmt -Check	46569	11/13/2023	1003.4 - OPERATING ACCT-NEW	-75.00	-75.00
Bill	ROOM REFUND	11/13/2023	4069 - ROOM RENT	-75.00	-75.00

BELLEFONTAINE NEIGHBORS  
Check Detail  
November 9 - 27, 2023

Bill	Bill Type	Check #	Date	Account	Debit	Credit
	Pmt -Check	66573	11/16/2023	1003.4 - OPERATING ACCT-NEW	-75.00	75.00
	Pmt -Check	66574	11/16/2023	1004 - PAYROLL-CITIZENS	-990.00	990.00
	Pmt -Check	66575	11/17/2023	1003.4 - OPERATING ACCT-NEW	-172.69	172.69
	Pmt -Check	66576	11/17/2023	1004 - PAYROLL-CITIZENS	-172.69	172.69
	Pmt -Check	66577	11/22/2023	1003.4 - OPERATING ACCT-NEW	-13,700.00	13,700.00
	Pmt -Check	66578	11/22/2023	1004 - PAYROLL-CITIZENS	-13,700.00	13,700.00
	Pmt -Check	66579	11/22/2023	1003.4 - OPERATING ACCT-NEW	0.00	0.00
	Pmt -Check	66580	11/22/2023	1004 - PAYROLL-CITIZENS	0.00	0.00
	Pmt -Check	66581	11/22/2023	1003.4 - OPERATING ACCT-NEW	0.00	0.00
	Pmt -Check	66582	11/22/2023	1004 - PAYROLL-CITIZENS	0.00	0.00
	Pmt -Check	66583	11/22/2023	1003.4 - OPERATING ACCT-NEW	0.00	0.00
	Pmt -Check	66584	11/22/2023	1004 - PAYROLL-CITIZENS	0.00	0.00



BELLEFONTAINE NEIGHBORS  
Check Detail  
November 9 - 27, 2023

Bill Pmt -Check	46577	11/22/2023	TREASURER, ST LOUIS COUNTY	1003.4 - OPERATING ACCT-NEW	0.00	0.00
Bill Pmt -Check	46578	11/22/2023	TREASURER, ST LOUIS COUNTY	1003.4 - OPERATING ACCT-NEW	0.00	0.00
Bill Pmt -Check	46579	11/22/2023	TREASURER, ST LOUIS COUNTY	1003.4 - OPERATING ACCT-NEW	0.00	0.00
Bill Pmt -Check	46580	11/22/2023	TREASURER, ST LOUIS COUNTY	1003.4 - OPERATING ACCT-NEW	0.00	0.00
Check	46582	11/22/2023	VOIDED	1003.4 - OPERATING ACCT-NEW	0.00	0.00
Bill Pmt -Check	46583	11/22/2023	A T & T 5001	1003.4 - OPERATING ACCT-NEW	0.00	0.00
Bill		11/22/2023		5025 - UTIL-TELEPHONE	-2,040.13	-2,040.13
Bill Pmt -Check	46584	11/22/2023	AMEREN MISSOURI	1003.4 - OPERATING ACCT-NEW	-2,040.13	2,040.13
Bill	ACCT # 9273419116	11/22/2023		5021 - UTIL-ELECTRIC	-12.02	-12.02
Bill Pmt -Check	46585	11/22/2023	CINTAS CORPORATION #731	1003.4 - OPERATING ACCT-NEW	-12.02	12.02
					-12.02	12.02
						-527.07

# BELLEFONTAINE NEIGHBORS

## Check Detail

November 9 - 27, 2023

Bill	INV # 4169453694	11/22/2023	5044 · OFFICE EXP	-175.69	175.69
Bill	INV # 4170255330	11/22/2023	5044 · OFFICE EXP	-175.69	175.69
Bill	INV # 4172220028	11/22/2023	5044 · OFFICE EXP	-175.69	175.69
				<u>-527.07</u>	<u>527.07</u>
Bill Pmt -Check	46599	11/22/2023	1003.4 · OPERATING ACCT-NEW		-85.06
Bill	INV # 0436211930	11/22/2023	5226 · EMERGENCY SERVICES	-85.06	85.06
				<u>-85.06</u>	<u>85.06</u>
Bill Pmt -Check	46597	11/22/2023	1003.4 · OPERATING ACCT-NEW		-87.35
Bill	INV # 6236512	11/22/2023	5032 · BUILDING MAINTENANCE	-87.35	87.35
				<u>-87.35</u>	<u>87.35</u>
Bill Pmt -Check	46630	11/22/2023	1003.4 · OPERATING ACCT-NEW		-615.24
Bill	INV # 307249	11/22/2023	5026 · FUEL	-615.24	615.24
				<u>-615.24</u>	<u>615.24</u>
Bill Pmt -Check	46599	11/22/2023	1003.4 · OPERATING ACCT-NEW		-1,750.00
Bill	INV # 112491	11/22/2023	4097.2 · AMERICAN RESCUE PLAN ACT	-1,750.00	1,750.00
				<u>-1,750.00</u>	<u>1,750.00</u>
Bill Pmt -Check	46590	11/22/2023	1003.4 · OPERATING ACCT-NEW		-344.11
Bill	INV # STL205378	11/22/2023	5623 · EQUIP-MAINT	-344.11	344.11
				<u>-344.11</u>	<u>344.11</u>
Bill Pmt -Check	46591	11/22/2023	1003.4 · OPERATING ACCT-NEW		-2,564.81
Bill	INV # 12457457	11/22/2023	5030 · MAINTENANCE	-2,564.81	2,564.81
				<u>-2,564.81</u>	<u>2,564.81</u>

BELLEFONTAINE NEIGHBORS

Check Detail

November 9 - 27, 2023

Pay Method	Check #	Date	Description	Amount	Balance
Bill	ACCT # 21001350251	11/22/2023	1003.4 - OPERATING ACCT-NEW	-2,564.81	2,564.81
Bill	ACCT # 21001171139	11/22/2023	5023 - UTIL-WATER	-524.12	-524.12
Bill			5023 - UTIL-WATER	-61.93	61.93
Bill			5023 - UTIL-WATER	-462.19	462.19
Bill			5023 - UTIL-WATER	-524.12	524.12
Bill	INV # 9148	11/22/2023	1003.4 - OPERATING ACCT-NEW	-1,924.00	-1,924.00
Bill			5011 - MEMBERSHIPS	-1,924.00	1,924.00
Bill			5011 - MEMBERSHIPS	-1,924.00	1,924.00
Bill	INV # 332647721001	11/22/2023	1003.4 - OPERATING ACCT-NEW	-881.98	-881.98
Bill	INV # 341400416001	11/22/2023	5044 - OFFICE EXP	-168.17	168.17
Bill	INV # 326056872001	11/22/2023	5044 - OFFICE EXP	-405.55	405.55
Bill	INV # 327405159001	11/22/2023	5044 - OFFICE EXP	-203.97	203.97
Bill	INV # 327407726001	11/22/2023	5044 - OFFICE EXP	-51.98	51.98
Bill			5044 - OFFICE EXP	-51.90	51.90
Bill			5044 - OFFICE EXP	-881.98	881.98
Bill	46595	11/22/2023	PAT KELLY EQUIPMENT COMPANY 1003.4 - OPERATING ACCT-NEW	-171.90	-171.90
Bill	INV # P81749	11/22/2023	5623 - EQUIP-MAINT	-171.90	171.90
Bill			5623 - EQUIP-MAINT	-171.90	171.90
Bill	46596	11/22/2023	PREFERRED RESOURCE NETWORK 1003.4 - OPERATING ACCT-NEW	-125.76	-125.76
Bill	INV # 13230	11/22/2023	5044 - OFFICE EXP	-125.76	125.76
Bill			5044 - OFFICE EXP	-125.76	125.76
Bill	46597	11/22/2023	REJIS COMMISSION 1003.4 - OPERATING ACCT-NEW	-2,563.23	-2,563.23

RELLEFONTAINE NEIGHBORS

Check Detail

November 9 - 27, 2023

5017 - IT REJIS FEES  
5219 - IT REJIS-POLICE

Bill	INV #	Date	Description	Amount	Balance
Bill	INV # 519535	11/22/2023		-24.00	24.00
Bill	INV # 519025	11/22/2023		-2,539.23	2,539.23
Bill Post-Check	46696			-2,563.23	2,563.23
Bill	INV # 509952042	11/22/2023	1003.4 - OPERATING ACCT-NEW	-316.73	-316.73
Bill Post-Check	46690		5001 - EQUIPMENT MAINTENANCE	-316.73	316.73
Bill	INV # 375000	11/22/2023	1003.4 - OPERATING ACCT-NEW	-358.11	-358.11
Bill Post-Check	46690		5001 - EQUIPMENT MAINTENANCE	-358.11	358.11
Bill	INV # 179925671	11/14/2023	1003.4 - OPERATING ACCT-NEW	-463.43	-463.43
Bill Post-Check	46690		5222 - PERSONNEL CLOTHING & EQUIP	-463.43	463.43
<b>TOTAL</b>		<b>43</b>			<b>\$62,456.69</b>

RECEIVED

Spaulding Decon Metro East  
8668 Nealy Lane  
Edwardsville, IL 62025  
www.spauldingdecon.com  
(618) 272-1292

SPaulding  
DECON

Felicia Bishop - City of  
City of Bellefontaine Neighbors  
9641 Bellefontaine Rd  
Bellefontaine Neighbors, MO

RECEIVED BY  
CITY OF BELLEFONTAINE NEIGHBORS  
DATE: 11/19/23  
FOR: [Signature]  
APPROVED FOR PAYMENT  
AMOUNT \$ 11,763.00  
INVOICE # 1307342  
INVOICE DATE 11/15/23  
AMOUNT DUE \$11,163.00

INVOICE # 1307342  
INVOICE DATE 11/15/23  
AMOUNT DUE \$11,163.00

Item	Description	Quantity	Unit Price	Amount
Hoarding	Hoarding	1	\$12,000.00	\$12,000.00
Dispatch Fee Non-Emergency	Dispatch Fee Weekday, During Business Hours	1	\$150.00	\$150.00
Waste - Dumpster	Dumpster for disposal of waste	3	\$499.00	\$1,497.00
Consumables Fee	Consumables Fee includes: Tyvek suits, masks, gloves, bags, etc Please note - Original proposal costs for this category was \$515. Amount was reduced due to fewer materials used than predicted.	1	\$400.00	\$400.00
Waste - Dumpster	Additional dumpsters - 20 yrd for three 20 yrd dumpsters. One additional 20 yrd dumpster was used. 11/1/23 - 2 20 yrd dumpsters used 11/2/23 - 2 20 yrd dumpsters used	1	\$499.00	\$499.00
Waste - Dumpster	Additional dumpsters - 30 yrd 11/7/23 - 1 30 yrd dumpster used 11/6/23 - 2 30 yrd dumpsters used	3	\$539.00	\$1,617.00

Subtotal	\$16,163.00
Tax	\$0.00
Total	\$16,163.00
Amount Paid	\$5,000.00
Amount Due	\$11,163.00

Terms

Due upon receipt. Finance charges may accrue.



**FACILITY REFUND RECEIPT**

Receipt #: 301632  
 Payment Date: 10/31/23  
 Household: 14611  
 ANGELA D. WHITE  
 1527 GOLDEN  
 Bellefontaine Nbrs, MO 63137  
 Min Ph: (314)285-0392

Bellefontaine Neighbors  
 Parks and Recreation Department  
 9669 Bellefontaine Road  
 Bellefontaine Nbrs, MO 63137  
 Phone: (314)867-0700

Reservation Updated: Recreation Center, Meeting Room 101  
 Reserv. Contact: ANGELA D. WHITE  
 Phone Number: (314)285-0392  
 Reserv. Number: 7591  
 Firm  
 Status: Firm  
 Purpose: repass  
 Anticipated Count: 47

Date(s) And Times	New Fees	Total Fees	New Paid	Total Paid	Amount Due
Mon 10/30/2023 11:00 am to 5:30 pm	0.00	100.00	0.00	100.00	0.00
Deposit:	75.00-	0.00	75.00-	0.00	0.00
No refunds or credits will be given for cancellations made less than 2 weeks before the event. A \$3.00 service charge will be made for cancellations made more than 2 weeks in advance.					

Processed on 10/31/23 @ 9:14 am by ANS

Total New Deposit Fees	75.00-
Total New Fees	0.00
Discount Applied	0.00
<b>Total Due</b>	<b>75.00-</b>
Total Deposit Fees Refunded	75.00
Total Fees Paid	0.00
<b>Total Refunded</b>	<b>75.00</b>

**Household Balance Information**  
 Overall Household Credit Balance Available 0.00  
 Overall Household Balance Due 0.00

Refund of: 75.00 Made By: Journal With Reference:  
 A refund of \$75.00 will be mailed to:

ANGELA D. WHITE  
 1527 GOLDEN  
 Bellefontaine Nbrs, MO 63137  
 Authorized Signature: *Angela D. White*

Date: 10/31/23

Authorized Signatures: \_\_\_\_\_  
 Date: \_\_\_\_\_



Phone: (314) 867-0077

*Mr. Bunn*

Charge Sale

PAY THIS AMOUNT \$60.94

SUBTOTAL 60.94

ALL CLAIMS AND RETURNABLE GOODS MUST BE ACCOMPANIED BY THIS BILL.  
 15% RESTOCKING CHARGE ON RETURNABLE ITEMS.  
 MOST ELECTRICAL PARTS & SPECIAL ORDERS ARE NOT RETURNABLE.

#5511 Equipment Maintenance

RECEIVED BY [Signature]  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE 11/16/23  
 FOR DEPT. [Signature]  
 APPROVED [Signature]  
 FOR PAYMENT [Signature]  
 AMOUNTS 60.94

RECEIVED  
 NOV 08 2023

Tax ID	Description	Price	Amount
N	PARTS COUNTER 1 BS 8099907	60.94	60.94
	CAP-A/C RAI		

Sold By: 092 PO #: EXM BLADES Date 11/02/23 COUNTER INVOICE C0416008  
 SHIP BY: Tax #: ON FILE

\*\* WE APPRECIATE YOU \*\* CURRENT HOURS: MON - FRI: 8 AM to 5:00 PM, SATURDAY: 8 AM to NOON, SUNDAY: CLOSED  
 \*\* MAIN #867-0700 \*\* VINCE 537-3152 JEFF 805-1294  
 CITY OF BELLEFONTAINE NEIGH. 17419 ST LOUIS, MO 63137  
 SOLD TO \*\*\* emailed \*\*\*  
 SHIP TO STREETS & PARKS DEPT'S

www.ArtsLawnMowerSncou.com

15 Black Jack Court - Florence, MO 63026  
 (314) 741-1085  
**ARTS LAWN MOWER SUPPLY**

JOHN DEERE



*Jacks*

*Kj06070*

# FACILITY REFUND RECEIPT

Receipt # 301332  
 Payment Date: 10/24/23  
 Household: 15135

Bellefontaine Neighbors  
 Parks and Recreation Department  
 569 Bellefontaine Road  
 Bellefontaine Nbrs., MO 63137  
 Phone: (314)867-0700

DANIELLE RAY  
 9279 DELL CT  
 Bellefontaine Nbrs. MO 63137

Home Ph: (618)713-7099

**Reservation Updated: Recreation Center, Meeting Room 101**

Reserv. Contact: DANIELLE RAY  
 Phone Number: (618)713-7099  
 Reserv. Number: 7561  
 Status: Firm  
 Purpose: BABY SHOWER  
 Anticipated Count: 47

Date(s) And Times	New Fees	Total Fees	New Paid	Total Paid	Amount Due
Sat 10/21/2023 11:00 am to 5:30 pm	0.00	100.00	0.00	100.00	0.00
Deposit:	75.00-	0.00	75.00-	0.00	0.00

Facility Comments

No refunds or credits will be given for cancellations made less than 2 weeks before the event. A \$3.00 service charge will be made for cancellations made more than 2 weeks in advance.

Processed on 10/24/23 @ 10:29 am by ANS

Total New Deposit Fees	75.00-
Total New Fees	0.00
Discount Applied	0.00
<b>Total Due</b>	<b>75.00-</b>
Total Deposit Fees Refunded	75.00
Total Fees Paid	0.00
<b>Total Refunded</b>	<b>75.00</b>

**Household Balance Information**

Overall Household Credit Balance Available 0.00  
 Overall Household Balance Due 0.00

Refund of: 75.00 Made By: Journal With Reference:

A refund of \$75.00 will be mailed to:  
 DANIELLE RAY  
 9279 DELL CT  
 Bellefontaine Nbrs. MO 63137

Ashley N. Stinson ✓  
 Authorized Signature

10/24/23  
 Date

\_\_\_\_\_  
 Authorized Signature

\_\_\_\_\_  
 Date



# Ed Roehr Safety Products

**Ship To Address:**  
 2550 St. Louis Avenue  
 St. Louis, MO 63106

**Remittance Address:**  
 P.O. Box 790379  
 St. Louis, MO 63179

Phone # 314-533-9344

Fax # 314-533-3830

INVOICE NO.	PAGE
536428	01
INVOICE DATE	
11/07/23	

Wholesale Distributor  
 POLICE - FIRE - EMS  
 Equipment & Uniforms

**SOLD TO** BELLEFONTAINE NEIGHBORS  
 POLICE DEPT.  
 9641 BELLEFONTAINE  
 ST. LOUIS, MO 63137

**SHIP TO** BELLEFONTAINE NEIGHBORS  
 POLICE DEPT.  
 9641 BELLEFONTAINE  
 ST. LOUIS, MO 63137

ORDER NO.	ORDER DATE	CUSTOMER NO.	SLSMN	PURCHASE ORDER NUMBER	SHIP VIA	ENTERED
242967	11/07/23	000000001165	016		Jamie to	DeJJ

QTY. ORDER/B.O.	QTY. SHIP/RETURN	ITEM NO./DESCRIPTION	UNIT PRICE	UOM DISC.	NET PRICE
0002	0002	jj PPCBNPD-NEW Emblem Plaque PPC Bellefontaine Neighbors Police NEW 10" Scale	74.90	EA	149.80

RECEIVED BY ✓  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: 11/17/23  
 FOR: [Signature] DEPT  
 APPROVED [Signature]  
 FOR PAYMENT [Signature]  
 AMOUNT \$ 149.80

5222

RETURN PRODUCTS ARE NOT ACCEPTED WITHOUT A RETURN AUTHORIZATION

PO Box 790379  
 St. Louis, MO 63179  
 NET 30

SALE AMOUNT	149.80
MISC. CHARGE	.00
FREIGHT	.00
SALES TAX	.00
TOTAL	149.80



# Ed Roehr Safety Products

**Ship To Address:**  
 2550 St. Louis Avenue  
 St. Louis, MO 63106

**Remittance Address:**  
 P.O. Box 790379  
 St. Louis, MO 63179

Phone # 314-533-9344

Fax # 314-533-3830

INVOICE NO.	PAGE
536427	01
INVOICE DATE	
11/07/23	

Wholesale Distributor  
 POLICE - FIRE - EMS  
 Equipment & Uniforms

**SOLD TO**  
 BELLEFONTAINE NEIGHBORS  
 POLICE DEPT.  
 9641 BELLEFONTAINE  
 ST. LOUIS, MO 63137

**SHIP TO**  
 BELLEFONTAINE NEIGHBORS  
 POLICE DEPT.  
 9641 BELLEFONTAINE  
 ST. LOUIS, MO 63137

ORDER NO.	ORDER DATE	CUSTOMER NO.	SLSMN	PURCHASE ORDER NUMBER	SHIP VIA	ENTERED
237432	01/16/23	000000001165	016	WOJ-235 / BEWIG	Jamie to	DeJJ
QTY. ORDER/B.O.	QTY. SHIP/RETURN	ITEM NO./DESCRIPTION	UNIT PRICE	UCM DISC.	NET PRICE	
0002	0002	jj Joe Bewig BL8676-04-XLR Shirt BL FlexRS SS DW III SuperShirt Emb B/SLvs	53.59	EA.	107.18	

RECEIVED BY  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: 11/11/2023  
 FOR: POLICE DEPT  
 APPROVED FOR PAYMENT: *Mary S. [Signature]*  
 AMOUNT \$ 107.18

5222

RETURN PRODUCTS ARE NOT ACCEPTED WITHOUT A RETURN AUTHORIZATION

PO Box 790379  
 St. Louis, MO 63179  
 NET 30

SALE AMOUNT	107.18
MISC. CHARGE	.00
FREIGHT	.00
SALES TAX	.00
TOTAL	107.18



# Ed Roehr Safety Products

**Ship To Address:**  
 2550 St. Louis Avenue  
 St. Louis, MO 63106

**Remittance Address:**  
 P.O. Box 790379  
 St. Louis, MO 63179

Phone # 314-533-9344

Fax # 314-533-3830

INVOICE NO.	PAGE
536426	01
INVOICE DATE	
11/07/23	

Wholesale Distributor  
 POLICE - FIRE - EMS  
 Equipment & Uniforms

**SOLD TO**  
 BELLEFONTAINE NEIGHBORS  
 POLICE DEPT.  
 9641 BELLEFONTAINE  
 ST. LOUIS, MO 63137

**SHIP TO**  
 BELLEFONTAINE NEIGHBORS  
 POLICE DEPT.  
 9641 BELLEFONTAINE  
 ST. LOUIS, MO 63137

ORDER NO.	ORDER DATE	CUSTOMER NO.	SLSMN	PURCHASE ORDER NUMBER	SHIP VIA	ENTERED
240970	07/21/23	000000001165	016	WOJ-271 / BRANNAM	Jamie to	DeJJ
QTY. ORDER/B.O.	QTY. SHIP/RETURN	ITEM NO./DESCRIPTION	UNIT PRICE	UOM DISC.	NET PRICE	
0001	0001	jj New Hire / Matthew Brannam INV B218873 9/8/23 JT. SBZNAME TAPE Cloth Nametape 557 Blk Square w/Velcro / Specify: Colors White on Black To Read: BRANNAM / Add Velcro	5.00	EA	6.00	

RECEIVED BY ✓  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: 11/7/2023  
 FOR: police DEPT  
 APPROVED FOR PAYMENT: *[Signature]*  
 AMOUNT \$ 6.00

5223

RETURN PRODUCTS ARE NOT ACCEPTED WITHOUT A RETURN AUTHORIZATION

PO Box 790379  
 St. Louis, MO 63179  
 NET 30

SALE AMOUNT	6.00
MISC. CHARGE	.00
FREIGHT	.00
SALES TAX	.00
TOTAL	6.00





# Ed Roehr Safety Products

**Ship To Address:**  
 2550 St. Louis Avenue  
 St. Louis, MO 63106

**Remittance Address:**  
 P.O. Box 790379  
 St. Louis, MO 63179

Phone # 314-533-9344

Fax # 314-533-3030

INVOICE NO.	PAGE
536425	01
INVOICE DATE	
11/07/23	

Wholesale Distributor  
 POLICE - FIRE - EMS  
 Equipment & Uniforms

**SOLD TO**  
 BELLEFONTAINE NEIGHBORS  
 POLICE DEPT.  
 9641 BELLEFONTAINE  
 ST. LOUIS, MO 63137

**SHIP TO**  
 BELLEFONTAINE NEIGHBORS  
 POLICE DEPT.  
 9641 BELLEFONTAINE  
 ST. LOUIS, MO 63137

ORDER NO.	ORDER DATE	CUSTOMER NO.	SLSMN	PURCHASE ORDER NUMBER	SHIP VIA	ENTERED
240969	07/21/23	000000001165	016	WOJ-270 / BARNETT	Jamie to	DeJJ

QTY. ORDER/B.O.	QTY. SHIP/RETURN	ITEM NO./DESCRIPTION	UNIT PRICE	UOM DISC.	NET PRICE
0001	0001	jj New Hire / Christopher Barnett INV B218873 9/8/23 JL SBZNAME TAPE Cloth Nametape 3 1/2" Blk Square w/Velcro / Specify: Colors White on Black To Read: BARNETT / Add Velcro	5.00	EA	5.00

RECEIVED BY ✓  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: 11/12/23  
 FOR Police DEPT  
 APPROVED FOR PAYMENT [Signature]  
 AMOUNT \$ 6.00

5223

RETURN PRODUCTS ARE NOT ACCEPTED WITHOUT A RETURN AUTHORIZATION

PO Box 790379  
 St. Louis, MO 63179  
 NET 30

SALE AMOUNT	5.00
MISC. CHARGE	.00
FREIGHT	.00
SALES TAX	.00
TOTAL	5.00



# Ed Roehr Safety Products

**Ship To Address:**  
 2550 St. Louis Avenue  
 St. Louis, MO 63106

**Recurrence Address:**  
 P.O. Box 790379  
 St. Louis, MO 63179

Phone # 314-533-9344

Fax # 314-666-3530

INVOICE NO.	PAGE
521474	01
INVOICE DATE	
11/07/23	

Wholesale Distributor  
 POLICE - FIRE - EMS  
 Equipment & Uniforms

**SOLD TO**  
 BELLEFONTAINE NEIGHBORS  
 POLICE DEPT.  
 9641 BELLEFONTAINE  
 ST. LOUIS, MO 63137

**SHIP TO**  
 BELLEFONTAINE NEIGHBORS  
 POLICE DEPT.  
 9641 BELLEFONTAINE  
 ST. LOUIS, MO 63137

ORDER NO.	ORDER DATE	CUSTOMER NO.	SLSMN	PURCHASE ORDER NUMBER	SHIP VIA	ENTERED
242236	09/29/23	000000001165	016	WQJ-259 / HARRIS	Jamie to	DeJJ

QTY. ORDER/B.O.	QTY. SHIP/RETURN	ITEM NO./DESCRIPTION	UNIT PRICE	UOM DISC.	NET PRICE
0001	0001	jj Lt. Shawn Harris MERJ003911-13M Boot MER MOAB3 Mid WP 31k 13M Tactical	125.00	EA	125.00
<div data-bbox="568 1197 1088 1470" data-label="Text"> <p>RECEIVED BY            CITY OF BELLEFONTAINE NEIGHBORS            DATE: <u>11/7/2023</u>            FOR <u>police</u> DEPT            APPROVED FOR PAYMENT <u>[Signature]</u>            AMOUNT \$ <u>125.00</u></p> </div> <p style="text-align: center;"><u>5222</u></p>					
RETURN PRODUCTS ARE NOT ACCEPTED WITHOUT A RETURN AUTHORIZATION					125.00

PO Box 790379  
 St. Louis, MO 63179

NET 30

SALE AMOUNT	125.00
MISC. CHARGE	.00
FREIGHT	.00
SALES TAX	.00
TOTAL	125.00

# JAY HENGES ENTERPRISES, INC

Flooring Division  
 4133 Shoreline Dr.  
 Earth City MO 63045-1211  
 United States  
 800-456-5464

Invoice Number: FL 61178

Date: 10/31/2023  
 Order Date: 08/01/2023  
 Invoice Type: Regular Invoice

C016343

B CITY OF BELLEFONTAINE NEIGHBORS MO  
 I 9641 BELLEFONTAINE RD  
 L BELLEFONTAINE MO 63137  
 L  
 T  
 O

S BELLEFONTAINE RD - POLICE DEPT  
 M 9641  
 I BELLEFONTAINE POLICE DEPT  
 P Job = 53788  
 T  
 O

**Fax:**

Order	Purchase Order	FOB	Ship Via	Terms	SM1	SM2	SM3
FLC0002102	-- SEE BELOW --			Net 30 Days	22	17	
Line/Rel	Qty Ordered	Qty Shipped	Back Order	Unit Price	Extended Price		
1	1.000	1.000	0.000	4,430.47000	4,430.47		

Item: Flooring Per Agreement  
 Description: BELLEFONTAINE RD, 9641 - POLICE DEPT  
 U/M: EA  
 Date Shipped: 10/31/2023  
 Lot Number: 53788

<b>RECEIVED BY</b> ✓	
CITY OF BELLEFONTAINE NEIGHBORS	
DATE: 11/9/23	
FOR: Police Dept	DEPT
APPROVED FOR PAYMENT	<i>[Signature]</i>
AMOUNT \$	4,430.47

Acct# 2049.1

Cust PO:#0038822 REQUISITION

Sales Amount	4,430.47
Misc Charges	0.00
Freight	0.00
Surcharge	0.00
Sales Tax	0.00

Thank you for doing business with Jay Henges Enterprises, Inc.

Remit To:  
 JAY HENGES ENTERPRISES, INC  
 4133 Shoreline Drive  
 Earth City MO 63045-1211  
 314-291-6600 Ext 241

Prepaid Amount	0.00
<b>Total</b>	<b>4,430.47</b>

# FACILITY REFUND RECEIPT

Receipt # 802112  
 Payment Date: 11/13/23  
 Household: 2778

Bellefontaine Neighbors  
 Parks and Recreation Department  
 569 Bellefontaine Road  
 Bellefontaine Nbrs., MO 63137  
 Phone: (314)867-0700

JOYCE A. RAY  
 843 BELLA  
 Bellefontaine Nbrs. MO 63137

**Reservation Updated: Recreation Center, Meeting Room 101**

Reserv. Contact: **JOYCE A. RAY**  
 Phone Number: **(314)868-7093**  
 Reserv. Number: **7581**  
 Status: **Firm**  
 Purpose: **birthday party**  
 Anticipated Count: **47**

Date(s) And Times	New Fees	Total Fees	New Paid	Total Paid	Amount Due
Sat 11/11/2023 11:00 am to 5:30 pm	0.00	100.00	0.00	100.00	0.00
Deposit:	75.00-	0.00	75.00-	0.00	0.00

Facility Comments: No refunds or credits will be given for cancellations made less than 2 weeks before the event. A \$3.00 service charge will be made for cancellations made more than 2 weeks in advance.

Processed on 11/13/23 @ 1:26 pm by ANS

Total New Deposit Fees	75.00-
Total New Fees	0.00
Discount Applied	0.00
<b>Total Due</b>	<b>75.00-</b>
Total Deposit Fees Refunded	75.00
Total Fees Paid	0.00
<b>Total Refunded</b>	<b>75.00</b>

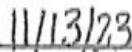
**Household Balance Information**

Overall Household Credit Balance Available 0.00  
 Overall Household Balance Due 0.00

Refund of: 75.00 Made By: Journal With Reference:

A refund of \$75.00 will be mailed to:  
 HURLEY  
 843 BELLA  
 Bellefontaine Nbrs. MO 63137

  
 Authorized Signature

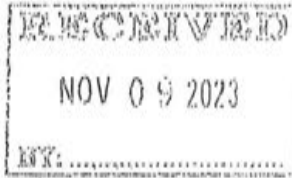
  
 Date

Authorized Signature

Date

**OAKLEY FERTILIZER, INC.**

P.O. BOX 17880  
 NORTH LITTLE ROCK, AR 72117  
 800-723-0309 or 501-945-0875  
 Fax # +1(501)945-3731

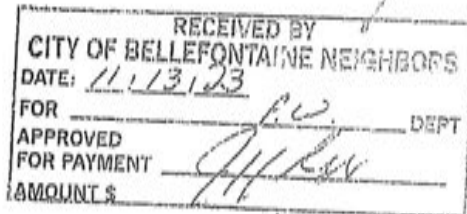


Invoice # F34364  
 Invoice Date 11/8/2023  
 Terms NET 30 DAYS  
 Due Date 12/8/2023  
 SO Number SORC0580  
 Release Number ROSTLRS1219  
 PO Number 3904  
 Ticket Number 70042889  
 Destination SAINT LOUIS, MO

**Sold To:**  
 CITY OF BELLEFONTAINE NEIGHBOR  
 9641 BELLEFONTAINE RD  
 SAINT LOUIS, MO 63137-1818  
 Account # 0008425

**Sales Invoice - Order**

When	Description	Units	BKO	UOM	Price	Discount	Amount
11/7/2023	ROCK SALT	24.6700	0.0000	Tons	\$81.90	\$0.00	\$2,020.47
11/7/2023	TONNAGE TAX-BUYER'S OBLIGATION	24.6700	0.0000	Tons	\$0.00	\$0.00	\$0.00
<b>Total Due</b>							<b>\$2,020.47</b>



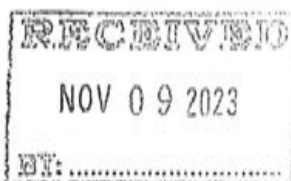
11/2,020.47  
 15624

REMIT AND MAKE PAYABLE TO:

Bank of America  
 ACH Payments use 6086 082000073

**OAKLEY FERTILIZER, INC.**

P.O. BOX 17880  
 NORTH LITTLE ROCK, AR 72117  
 800-723-0309 or 501-945-0875  
 Fax # +1(501)945-3731



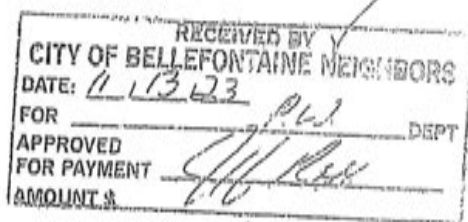
Invoice # F34362  
 Invoice Date 11/8/2023  
 Terms NET 30 DAYS  
 Due Date 12/8/2023  
 SO Number 80RC0580  
 Release Number ROSTLRS1218  
 PO Number 3904  
 Ticket Number 70042887  
 Destination SAINT LOUIS, MO

**Sold To:**

CITY OF BELLEFONTAINE NEIGHBOR  
 9641 BELLEFONTAINE RD  
 SAINT LOUIS, MO 63137-1818  
 Account # 0008425

**Sales Invoice - Order**

When	Description	Units	SIQ	UOM	Price	Discount	Amount
11/7/2023	ROCK SALT	25.9400	0.0000	Tons	\$81.90	\$0.00	\$2,124.49
11/7/2023	TONNAGE TAX-BUYER'S OBLIGATION	25.9400	0.0000	Tons	\$0.00	\$0.00	\$0.00
<b>Total Due</b>							<b>\$2,124.49</b>



\$2,124.49  
 \$562.60

**REMIT AND MAKE PAYABLE TO:**  
 OAKLEY FERTILIZER, INC.  
 P.O. BOX 17880  
 NORTH LITTLE ROCK, AR 72117

Bank of America  
 ACH Payments use ABA 092000073  
 Wire Payments use ABA 026009583  
 Swift Code BOFAUS33  
 Account # 487001822411



# OAKLEY FERTILIZER, INC.

P.O. BOX 17880  
NORTH LITTLE ROCK, AR 72117  
800-723-0309 or 501-945-0875  
Fax # +1(501)945-3731

**RECEIVED**  
NOV 09 2023  
BY: .....

Invoice # F34361  
Invoice Date 11/8/2023  
Terms NET 30 DAYS  
Due Date 12/8/2023  
SO Number SORC0580  
Release Number ROSTLR91217  
FC Number 3904  
Ticket Number 70042886  
Destination SAINT LOUIS, MO

**Sold To:**  
CITY OF BELLEFONTAINE NEIGHBOR  
9641 BELLEFONTAINE RD  
SAINT LOUIS, MO 63137-1818  
Account # 0008425

## Sales Invoice - Order

When	Description	Units	BLD	UOM	Price	Discount	Amount
11/7/2023	ROCK SALT	25.6900	0.0000	Tons	\$81.80	\$0.00	\$2,104.01
11/7/2023	TONNAGE TAX-BUYER'S OBLIGATION	25.6900	0.0000	Tons	\$0.00	\$0.00	\$0.00
<b>Total Due</b>							<b>\$2,104.01</b>

RECEIVED BY  
CITY OF BELLEFONTAINE NEIGHBORS  
DATE: 11/13/23  
FOR \_\_\_\_\_ DEPT  
APPROVED FOR PAYMENT  
AMOUNT \$

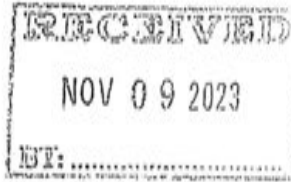
\$2,104.01  
\$5424

**REMIT AND MAKE PAYABLE TO:**  
OAKLEY FERTILIZER, INC.  
P.O. BOX 17880  
NORTH LITTLE ROCK, AR 72117

Bank of America  
ACH Payments use ABA 062000073  
Wire Payments use ABA 0280000993  
Swift Code BOFAUS33  
Account # 407001623411

# OAKLEY FERTILIZER, INC.

P.O. BOX 17880  
NORTH LITTLE ROCK, AR 72117  
800-723-0309 or 501-945-0875  
Fax # +1(501)945-3731

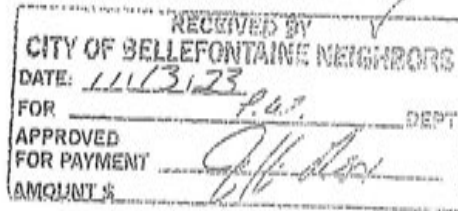


Invoice #	F34357
Invoice Date	11/8/2023
Terms	NET 30 DAYS
Due Date	12/8/2023
SO Number	SORC0580
Release Number	RCSTLR91216
PO Number	3904
Ticket Number	70042884
Destination	SAINT LOUIS, MO

**Sold To:**  
CITY OF BELLEFONTAINE NEIGHBOR  
9641 BELLEFONTAINE RD  
SAINT LOUIS, MO 63137-1818  
Account # 0008425

## Sales Invoice - Order

When	Description	Units	BKO	UOM	Price	Discount	Amount
11/7/2023	ROCK SALT	25.3600	0.0000	Tons	\$81.90	\$0.00	\$2,076.98
11/7/2023	TONNAGE TAX-BUYER'S OBLIGATION	25.3600	0.0000	Tons	\$0.00	\$0.00	\$0.00
<b>Total Due</b>							<b>\$2,076.98</b>



*\$2,076.98*  
*\$56.98*

**REMIT AND MAKE PAYABLE TO:**  
OAKLEY FERTILIZER, INC.  
P.O. BOX 17880  
NORTH LITTLE ROCK, AR 72117

Bank of America  
ACH Payments use ABA 082000073  
Wire Payments use ABA 025005593  
Swift Code BOFAUS33  
Account # 487801822111

**OAKLEY FERTILIZER, INC.**

P.O. BOX 17880  
 NORTH LITTLE ROCK, AR 72117  
 800-723-0309 or 501-945-0875  
 Fax # +1(501)945-3731

**RECEIVED**  
 NOV 09 2023  
 BY: .....

Invoice #  
 Invoice Date  
 Terms  
 Due Date  
 SO Number  
 Release Number  
 PO Number  
 Ticket Number  
 Destination

F34354  
 11/8/2023  
 NET 30 DAYS  
 12/3/2023  
 SORC0580  
 RCSTLR61215  
 3904  
 70042883  
 SAINT LOUIS, MO

**Sold To:**

CITY OF BELLEFONTAINE NEIGHBOR  
 9641 BELLEFONTAINE RD  
 SAINT LOUIS, MO 63137-1818  
 Account # 0008425

**Sales Invoice - Order**

When	Description	Units	EKO	UOM	Price	Discount	Amount
11/7/2023	ROCK SALT	25.2700	0.0000	Tons	\$81.90	\$0.00	\$2,069.61
11/7/2023	TONNAGE TAX-BUYER'S OBLIGATION	25.2700	0.0000	Tons	\$0.00	\$0.00	\$0.00
<b>Total Due</b>							<b>\$2,069.61</b>

RECEIVED BY  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: 11.13.23  
 FOR: \_\_\_\_\_ DEPT  
 APPROVED FOR PAYMENT: \_\_\_\_\_  
 AMOUNT: \_\_\_\_\_

*Handwritten:* \$2,069.61  
 \$2,069.61

**REMIT AND MAKE PAYABLE TO:**  
 OAKLEY FERTILIZER, INC.  
 P.O. BOX 17880  
 NORTH LITTLE ROCK, AR 72117

Bank of America  
 ACH Payments use ABA 082000073  
 Wire Payments use ABA 026008593  
 Swift Code BOFAUS33  
 Account # 437001621111

Ogie Plastering Company, LLC  
 26 Burlington Ct  
 Saint Charles, Mo. 63304  
 Phone 314-856-2444

Invoice

TO

RECEIVED  
 OCT 27 2023

DATE 10/26/2023

TO: JKIRINCICH@CITYOFFBN.CO  
 DIRECTOR OF P&R  
 BELLFONTAINE NEIGHBORS, 63137

RECEIVED BY: [Signature]  
 CITY OF BELLFONTAINE NEIGHBORS  
 DATE: 10/27/23  
 FOR: PAID DEPT:  
 APPROVED FOR PAYMENT: [Signature]  
 AMOUNT \$ 5300.00

Area of work:  
 Bellefontaine Rec Center

5530  
 FICCT# ARPA Contingency

DESCRIPTION	AMOUNT
Areas of work: 3 walls that were not on the other wall bid	
Setup	
Remove old loose plaster and paint	
Seal bigger holes and entire wall	
Apply fill to bigger holes	
Apply skim coat over entire wall	
Apply smooth finish coat	
Clean up	
The total sq footage for work is approximately 360 sq ft	
Materials	
Plaster weld	
10 bgs gypsolite	
2 bgs lime	
2 bgs Gauging plaster	
1 bg moulding plaster	
Alumn	
Mesh	
	2 men @ 3 days \$4,800.00
	\$500.00
This quote is to repair the obvious areas and not the entire wall. This includes each of the 3 areas mentioned. Not responsible for painting	
TOTAL	\$5,300.00

Payment is due within 30 days.  
 If you have any questions concerning this invoice, contact Terry Ogle at 314-856-2444.

# FACILITY REFUND RECEIPT

Receipt #: 302111  
 Payment Date: 11/13/23  
 Household: 14843

Bellefontaine Neighbors  
 Parks and Recreation Department  
 569 Bellefontaine Road  
 Bellefontaine Nbrs., MO 63137  
 Phone: (314)867-0700

THERESA COLLINS  
 1136 GRENSHAW  
 Bellefontaine Nbrs. MO 63137

Home Ph: (314)363-1578

**Reservation Updated: Recreation Center, Meeting Room 109**

Reserv. Contact: THERESA COLLINS  
 Phone Number: (314)363-1578  
 Reserv. Number: 7553  
 Status: Firm  
 Purpose: BABY SHOWER  
 Anticipated Count: 35

Date(s) And Times	New Fees	Total Fees	New Paid	Total Paid	Amount Due
Sun 11/12/2023 11:00 am to 05:30 pm	0.00	90.00	0.00	90.00	0.00
Facility Comments	Deposit: 75.00-	0.00	75.00-	0.00	0.00
No refunds or credits will be given for cancellations made less than 2 weeks before the event. A \$3.00 service charge will be made for cancellations made more than 2 weeks in advance.					

Processed on 11/13/23 @ 1:25 pm by ANS

Total New Deposit Fees	75.00-
Total New Fees	0.00
Discount Applied	0.00
<b>Total Due</b>	<b>75.00-</b>
Total Deposit Fees Refunded	75.00
Total Fees Paid	0.00
<b>Total Refunded</b>	<b>75.00</b>

**Household Balance Information**

Overall Household Credit Balance Available 0.00  
 Overall Household Balance Due 0.00

Refund of: 75.00 Made By: Journal With Reference:

A refund of \$75.00 will be mailed to:  
 THERESA COLLINS  
 1136 GRENSHAW  
 Bellefontaine Nbrs. MO 63137

*Ashley N. Stenson*  
 Authorized Signature

11/13/23  
 Date

Authorized Signature

Date



156 Weldon Parkway  
 Maryland Heights, MO 63043  
 Phone: 314-432-1801 Fax: 314-432-0069

# INVOICE

www.westportpools.com

For Invoice Questions Contact:  
 service@westportpools.com or call  
 314-743-4829

Date: 11/3/2023  
 Invoice No. 130486  
 Terms: Net 10 days

Customer ID: B010

City of Bellefontaine Neighbors  
 Email Invoices To:  
 jkirincich@cityofbn.com

Service: City of Bellefontaine Neighbors  
 Location: 9641 Bellefontaine Rd.  
 Bellefont. Nbrs, MO 63137

Reference: Work Order 164084  
 Description: Work Order 164084 COUNTER SALES

PO Number:

Item	Description	UOM	Quantity/ (Hours)	Unit Price/ (Labor Rate)	Amount/ (Extension)
<b>Parts</b>					
11/3/2023	CHEMPHAJ1210 SODIUM BICARB / ALK UP 50 LB BAG		4.00	\$30.00	\$120.00
Parts Subtotal					\$120.00

11/8/23  
 Parker ✓  
 J. K. [Signature]  
 \$120.00  
 Aquatics

REMIT TO: WESTPORT POOLS  
 156 WELDON PARKWAY  
 MARYLAND HEIGHTS, MO 63043

Or pay online at [www.westportpools.com/pay-bill](http://www.westportpools.com/pay-bill)

Subtotal:	\$120.00
Sales Tax:	\$0.00
Payments:	\$0.00
<b>Total Due:</b>	<b>\$120.00</b>



Happy with our service?  
 You can easily leave a  
 Google review using this  
 QR code.



# FACILITY REFUND RECEIPT

Receipt # 301331  
 Payment Date: 10/24/23  
 Household: 2336

Bellefontaine Neighbors  
 Parks and Recreation Department  
 369 Bellefontaine Road  
 Bellefontaine Nbrs., MO 63137  
 Phone: (314)867-0700

WILMA A. PICKETT  
 9409 ACOSTA  
 Bellefontaine Nbrs. MO 63137

Home Phone: (314)388-1725

**Reservation Updated: Recreation Center, Meeting Room 101**

Reserv. Contact: **TRANTINA FITZGERALD**  
 Phone Number: **(314)388-1725**  
 Reserv. Number: **7583**  
 Status: **Firm**  
 Purpose: **Repast**  
 Anticipated Count: **47**

Date(s) And Times	New Fees	Total Fees	New Bal.	Total Bal.	Amount Due
Mon 10/23/2023 11:00 am to 5:30 pm	100.00	100.00	0.00	100.00	0.00
Deposit:	75.00-	0.00	75.00-	0.00	0.00

Facility Comments: No refunds or credits will be given for cancellations made less than 2 weeks before the event. A \$3.00 service charge will be made for cancellations made more than 2 weeks in advance.

Processed on 10/24/23 @ 10:22 am by ANS

Total New Deposit Fees	75.00-
Total New Fees	0.00
Discount Applied	0.00
<b>Total Due</b>	<b>75.00-</b>
Total Deposit Fees Refunded	75.00
Total Fees Paid	0.00
<b>Total Refunded</b>	<b>75.00</b>

**Household Balance Information**

Overall Household Credit Balance Available 0.00  
 Overall Household Balance Due 0.00

Refund of: 75.00 Made By: Journal With Reference:

A refund of \$75.00 will be mailed to:  
 WILMA PICKETT  
 9409 ACOSTA  
 Bellefontaine Nbrs. MO 63137

Adrian M. Stensom  
 Authorized Signature

10/24/23  
 Date

\_\_\_\_\_  
 Authorized Signature

\_\_\_\_\_  
 Date

Ogle Plastering Company, LLC  
 26 Burlington Ct  
 Saint Charles, Mo. 63304  
 Phone 314-856-2444



10/21/23

DATE 03/23/2023

TO:  
 C Rallo  
 Nicks@crallo.com

Park  
 Jike

Area of work: Bellefontaine Rec Center

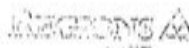
\$13,700 #5530-Cap  
 APPA Contract funds  
 C. Rallo Contract

DESCRIPTION	AMOUNT
<p>Areas of work: 20x40 Wall with most damage            Setup- materials, water, elec , mixing station            Remove old loose plaster and paint            Seal bigger holes and entire wall            Apply fill to bigger holes            Apply skim coat over entire wall            Apply smooth finish coat            Clean up</p> <p>Materials            Plaster weld            Pallet gypsolite            6 bgs lime            10 bgs Gauging plaster            1 bg moulding plaster            Alumn            Mesh</p> <p>This quote is to do the entire wall. There is a possibility that the entire wall may not need to be done? I would have to assess the damage after demo. This is for worse case scenario.            This quote is for the one bigger wall only. Not responsible for painting</p>	<p>2 men @ 8 days</p> <p style="text-align: right;">\$220.00-</p>
TOTAL	\$13,700.00

46573

**CITY OF BELLEFONTAINE NEIGHBORS**

9641 BELLEFONTAINE RD  
SAINT LOUIS, MISSOURI 63137  
(314) 867-0076 FAX (314) 867-1790



70-188/610

11/22/2023

PAY TO THE ORDER OF TREASURER, ST LOUIS COUNTY

Thirty and 00/100

\$ 30.00

DOLLARS

TREASURER, ST LOUIS COUNTY  
41 S. CENTRAL, 8TH FLOOR  
ST. LOUIS, MO 63105

CITY TREASURER

CITY CLERK

MAYOR

MEMO 1106 DARR

*Vad*

*Chris Johnson*  
AUTHORIZED SIGNATURE

⑈046573⑈ ⑆081001387⑆ 0565524502⑈

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

46573

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023

Discount

Payment

30.00

Check Amount

30.00

OPERATING ACCT- 1106 DARR

30.00

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

46573

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023

Discount

Payment

30.00

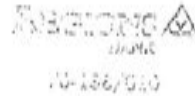
Check Amount

30.00

46574

**CITY OF BELLEFONTAINE NEIGHBORS**

9641 BELLEFONTAINE RD  
SAINT LOUIS, MISSOURI 63137  
(314) 867-0076 FAX (314) 867-1790



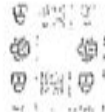
11/22/2023

PAY TO THE ORDER OF TREASURER, ST LOUIS COUNTY

\$ 30.00

Thirty and 00/100\*\*\*\*\* DOLLARS

TREASURER, ST LOUIS COUNTY  
41 S. CENTRAL, 8TH FLOOR  
ST. LOUIS, MO 63105



*[Signature]*  
CITY TREASURER  
CITY CLERK  
MAYOR  
AUTHORIZED SIGNATURE

MEMO

9506 BELLEFONTAINE ROAD

⑈046574⑈ 1:08 100 1 38 71 0 18 5 5 2 5 50 2⑈

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

46574

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023  
Discount

Payment  
30.00

Check Amount 30.00

OPERATING ACCT- 9506 BELLEFONTAINE ROAD

30.00

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

46574

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023  
Discount

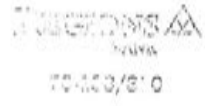
Payment  
30.00

Check Amount 30.00

46575

**CITY OF BELLEFONTAINE NEIGHBORS**

9641 BELLEFONTAINE RD  
SAINT LOUIS, MISSOURI 63137  
(314) 867-0076 FAX (314) 867-1790



11/22/2023

PAY TO THE ORDER OF TREASURER, ST LOUIS COUNTY

\$ 30.00

Thirty and 00/100\*\*\*\*\* DOLLARS

TREASURER, ST LOUIS COUNTY  
41 S. CENTRAL, 8TH FLOOR  
ST. LOUIS, MO 63105



*[Signature]*  
MAYOR  
AUTHORIZED SIGNATURE

MEMO 1187 FOREST HOME DRIVE

⑈046575⑈ ⑆081001357⑆ 0165545502⑆

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

46575

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023  
Discount

Payment  
30.00  
30.00

Check Amount

*void*

OPERATING ACCT- 1187 FOREST HOME DRIVE

30.00

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

46575

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023  
Discount

Payment  
30.00  
30.00

Check Amount

OPERATING ACCT- 1187 FOREST HOME DRIVE

30.00

CITY OF BELLEFONTAINE NEIGHBORS

9641 BELLEFONTAINE RD  
SAINT LOUIS, MISSOURI 63137  
(314) 867-0076 FAX (314) 867-1790

REWARDS  
70 185/310

11/22/2023

46576

PAY TO THE ORDER OF TREASURER, ST LOUIS COUNTY

\$ 30.00

Thirty and 00/100

DOLLARS

TREASURER, ST LOUIS COUNTY  
41 S. CENTRAL, 8TH FLOOR  
ST. LOUIS, MO 63105

CITY TREASURER

CITY CLERK

MAYOR

MEMO

9470 JAROS COURT

*David Johnson*  
AUTHORIZED SIGNATURE

⑈046576⑈ ⑆081001357⑆ 0265324308⑈

*VOID*

CITY OF BELLEFONTAINE NEIGHBORS

TREASURER, ST LOUIS COUNTY

46576

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023  
Discount

Payment  
30.00  
30.00

Check Amount

OPERATING ACCT- 9470 JAROS COURT

30.00

CITY OF BELLEFONTAINE NEIGHBORS

TREASURER, ST LOUIS COUNTY

46576

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023  
Discount

Payment  
30.00  
30.00

Check Amount



46577

**CITY OF BELLEFONTAINE NEIGHBORS**

9641 BELLEFONTAINE RD  
SAINT LOUIS, MISSOURI 63137  
(314) 867-0076 FAX (314) 867-1790



70-103/810



11/22/2023

PAY TO THE ORDER OF TREASURER, ST LOUIS COUNTY

\$ 30.00

Thirty and 00/100 DOLLARS

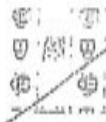
TREASURER, ST LOUIS COUNTY  
41 S. CENTRAL, 8TH FLOOR  
ST. LOUIS, MO 63105

CITY TREASURER

CITY CLERK

MEMO

1130 CHAMBERS ROAD



*David Johnson*  
AUTHORIZED SIGNATURE MAYOR

⑈046577⑈ ⑆081001887⑆ 0165529502⑈

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

46577

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023

Discount

Payment  
30.00

Check Amount

30.00

OPERATING ACCT- 1130 CHAMBERS ROAD

30.00

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

46577

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023

Discount

Payment  
30.00

Check Amount

30.00

46578

**CITY OF BELLEFONTAINE NEIGHBORS**

9641 BELLEFONTAINE RD  
SAINT LOUIS, MISSOURI 63137  
(314) 867-0076 FAX (314) 867-1790

REIMBURSEMENT  
70-120,210

11/22/2023

PAY TO THE ORDER OF TREASURER, ST LOUIS COUNTY

\$ 30.00

Thirty and 00/100 \*\*\*\*\* DOLLARS

TREASURER, ST LOUIS COUNTY  
41 S. CENTRAL, 8TH FLOOR  
ST. LOUIS, MO 63105

CITY TREASURER

CITY CLERK

MAYOR

*[Signature]*  
AUTHORIZED SIGNATURE

MEMO

928 AMARAL CIRCLE

⑈046578⑈ ⑆0810063571⑆ 065529303⑈

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

46578

Date	Type	Reference	Original Amt.	Balance Due	11/22/2023 Discount	Payment
11/22/2023	Bill	POST 3RD	30.00	30.00		30.00
					Check Amount	30.00

OPERATING ACCT- 928 AMARAL CIRCLE 30.00

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

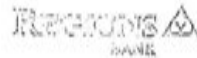
46578

Date	Type	Reference	Original Amt.	Balance Due	11/22/2023 Discount	Payment
11/22/2023	Bill	POST 3RD	30.00	30.00		30.00
					Check Amount	30.00

46579

**CITY OF BELLEFONTAINE NEIGHBORS**

9641 BELLEFONTAINE RD  
SAINT LOUIS, MISSOURI 63137  
(314) 867-0076 FAX (314) 867-1790



70.550/110

11/22/2023

PAY TO THE ORDER OF TREASURER, ST LOUIS COUNTY

\$ 30.00

Thirty and 00/100\*\*\*\*\*

DOLLARS

TREASURER, ST LOUIS COUNTY  
41 S. CENTRAL, 8TH FLOOR  
ST. LOUIS, MO 63105

CITY TREASURER

CITY CLERK

MAYOR

AUTHORIZED SIGNATURE

*[Handwritten Signature]*

MEMO

931 AMARAL CIRCLE

⑈046579⑈ ⑆081001387⑆ 0665529502⑈

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

46579

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023

Discount

Payment

30.00

Check Amount

30.00

OPERATING ACCT- 931 AMARAL CIRCLE

30.00

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

46579

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023

Discount

Payment

30.00

Check Amount

30.00

46580

**CITY OF BELLEFONTAINE NEIGHBORS**

9641 BELLEFONTAINE RD  
SAINT LOUIS, MISSOURI 63137  
(314) 867-0076 FAX (314) 867-1790



70-150/310

11/22/2023

PAY TO THE ORDER OF TREASURER, ST LOUIS COUNTY

\$ 30.00

Thirty and 00/100 \*\*\*\*\* DOLLARS

TREASURER, ST LOUIS COUNTY  
41 S. CENTRAL, 8TH FLOOR  
ST. LOUIS, MO 63105



*Daniel Johnson*  
AUTHORIZED SIGNATURE

CITY TREASURER

CITY CLERK

MAYOR

MEMO

1242 ST CYR ROAD

⑈046580⑈ ⑆081001387⑆ 0165529502⑈

*VOID*

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

46580

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023  
Discount

Payment  
30.00  
30.00

Check Amount

OPERATING ACCT- 1242 ST CYR ROAD

30.00

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

46580

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023  
Discount

Payment  
30.00  
30.00

Check Amount

OPERATING ACCT- 1242 ST CYR ROAD

30.00

46581

**CITY OF BELLEFONTAINE NEIGHBORS**

9641 BELLEFONTAINE RD  
SAINT LOUIS, MISSOURI 63137  
(314) 867-0076 FAX (314) 867-1790

REGIONS BANK

70-530/316

11/22/2023

PAY TO THE ORDER OF TREASURER, ST LOUIS COUNTY

\$ 30.00

Thirty and 00/100 DOLLARS

TREASURER, ST LOUIS COUNTY  
41 S. CENTRAL, 8TH FLOOR  
ST. LOUIS, MO 63105



*[Signature]*  
CITY TREASURER  
CITY CLERK  
MAYOR  
AUTHORIZED SIGNATURE

MEMO 10510 HOYT DRIVE

⑈046581⑈ ⑆081001357⑆ 01655245020⑆

**CITY OF BELLEFONTAINE NEIGHBORS**

46581

TREASURER, ST LOUIS COUNTY

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023

Discount

Payment

Check Amount

30.00

30.00

OPERATING ACCT- 10510 HOYT DRIVE

30.00

OPERATING ACCT- 10510 HOYT DRIVE

30.00

**CITY OF BELLEFONTAINE NEIGHBORS**

46581

TREASURER, ST LOUIS COUNTY

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023

Discount

Payment

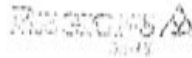
Check Amount

30.00

30.00

**CITY OF BELLEFONTAINE NEIGHBORS**

9641 BELLEFONTAINE RD  
SAINT LOUIS, MISSOURI 63137  
(314) 867-0076 FAX (314) 867-1790

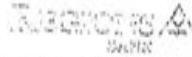


70.138/310

46582

**CITY OF BELLEFONTAINE NEIGHBORS**

9641 BELLEFONTAINE RD  
SAINT LOUIS, MISSOURI 63137  
(314) 867-0076 FAX (314) 867-1790



70.138/310

46581

PAY TO THE ORDER OF TREASURER, ST LOUIS COUNTY

11/22/2023

CITY CLERK

00.00

CITY TREASURER

Thirty and 00/100

0 12 0 0

CITY CLERK

0 12 0 0

DOLLARS

MEMO TREASURER, ST LOUIS COUNTY

41 S. CENTRAL, 8TH FLOOR

ST. LOUIS, MO 63105

0 12 0 0

AUTHORIZED SIGNATURE

CITY TREASURER

0 12 0 0

CITY CLERK

MEMO CITY OF BELLEFONTAINE NEIGHBORS L

046581

*void*

0 12 0 0

AUTHORIZED SIGNATURE

MAYOR

46582

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023

Discount

Payment

Check Amount

30.00

30.00

46581

**CITY OF BELLEFONTAINE NEIGHBORS**

OPERATING ACCT- 10510 HOYT DRIVE

46582

30.00

**CITY OF BELLEFONTAINE NEIGHBORS**

TREASURER, ST LOUIS COUNTY

Date Type Reference  
11/22/2023 Bill POST 3RD

Original Amt.  
30.00

Balance Due  
30.00

11/22/2023

Discount

Payment

Check Amount

30.00

30.00

46581



RECEIVED

# Monthly Statement

Special Offer

Call us today at 800.933.8405. Business customers call 800.221.2000.

### Bill At A Glance

Previous Consolidated Bill	5,438.14
Payment <i>Pd 10/30 #46492</i>	1,453.25CR
Adjustments	99.62
Past Due - Please Pay Immediately	4,084.51
Current Charges	1,940.51
<b>Total Amount Due</b>	<b>\$6,025.02</b>
Current Charges Due in Full by	Nov 27, 2023

### Summary of Charges

Item	No.	Qty	Description	Amount	Percent
1	10-23		Previous		
2	10-23		Long distance charge on unpaid balance		
<b>Total</b>				60.25	100.00

### Billing Summary

Online: att.com/myatt	Page	
Plans and Services		.00
1 800 321-2000		
Service Changes:		
1 800 321-2000		
Repair Services:		
1 800 288-2020		
Individual Account Summary	1	1,940.51
<b>Total Current Charges</b>		<b>1,940.51</b>

2	10-23		Service Charge		
3	10-23		Service Charge		
4	10-23		Service Charge		
<b>Total Current Charges</b>				1,940.51	100.00

### Remittance Information

Account	Debit	Credit	Total
814 305-0012	1,940.51		1,940.51
814 305-0012		1,940.51	1,940.51
<b>Total</b>	<b>1,940.51</b>	<b>1,940.51</b>	<b>0.00</b>

RECEIVED BY  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: *11/17/23*  
 FOR: *Belmont* DEPT  
 APPROVED  
 FOR PAYMENT: *[Signature]*  
 AMOUNT \$ *2040.13*

#5045

### News You Can Use Summary

- PREVENT DISCONNECT
  - LONG DIST. PROVIDERS
  - FEES AND SURCHARGES
  - STILL GETTING PAPER?
- See 'News You Can Use' for additional information

### PREVENT DISCONNECT

Thank you for being a valued customer. Please be aware that all charges must be paid each month to keep your account current and prevent collection activities. We are required by law to shut off certain services for non-payment of your telephone bill, such as long distance and pay per use services. These services may be interrupted or suspended. These charges are included in the Total Amount Due and are \$6025.02. Also, non-payment may result in other charges such as mobile and internet, and internet may result in these services being interrupted.

### LONG DIST. PROVIDERS

Our records show that you have not selected a primary local toll or long distance carrier. Please contact us if this does not agree with your records.

Local Services provided by AT&T Arkansas, AT&T Kansas, AT&T Missouri, AT&T Oklahoma, or AT&T Texas based upon the area code, as listed on your bill.

GO GREEN - Recycle your unused billing.





Pay by phone: 1.866.268.3729  
 Pay by mail: PO Box 89069, Chicago, IL 60680-1069  
 Pay online or manage your account: AmerenMissouri.com  
 Customer Service: 1.877.426.3736

DATE: 11/13/23  
 APPROVED FOR PAYMENT: *Diana K. [Signature]*  
 ACCOUNT DUE: \$50.21

Account Billing Period: 10/01/2023 - 10/31/2023

Outdoor Lighting Charge	\$11.11
Municipal Lighting Discount	-\$1.14
Renewable Energy Adjustment	\$0.02
Fuel Adjustment Charge	\$0.24
Missouri State Sales Tax	\$0.43
Missouri Local Sales Tax	\$0.41
Bellefontaine Nghbrs Municipal Charge - Service	\$0.82
Late Pay Charge @ 1%	\$0.12
Bellefontaine Nghbrs Municipal Charge - Non Service	\$0.01
Prior Balance <i>pd 10/30# 46994</i>	\$12.36
<b>Amount Due</b>	<b>\$24.38</b>

**Due Date:** 11/30/2023  
**Account Number:** 9273419116  
**Customer Name:** CITY OF BELLEFONTAINE  
**Service Address:** CHAMBERS RD ABOUT 200 FT E OF FOND A  
**Previous Statement:** \$12.36

Requesting Service from 10/01/2023 to 10/31/2023

Meter Number	Current Reading	Previous Reading	Current Usage	Reading Type
			27475	Estimated

Quantity	Description	Monthly Rate	Previous Status
1	6200 FV [unclear]	1.11	Active

An Ameren Missouri Energy offer to help you discover new ways to save money and make your business more sustainable. Learn about incentives that may work for you, such as solar, EV charging or for growing your food. Visit [ameren.com/energyoffer](#) for more information. Your free, no strings attached consultation.

For pricing fee information, visit [ameren.com/pricing](#). Update your account information so we can contact you with offers that may be of interest to you. Or visit your online account, [ameren.com/myaccount](#), to view or update your profile.

>> See reverse for messages

Please return this portion with your payment.



Check if you have address changes on back.

000596 2247301 0001 092139 102  
 00596 1 AB 0.537 ADC 630  
 CITY OF BELLEFONTAINE  
 NEIGHBORS  
 9641 BELLEFONTAINE RD  
 SAINT LOUIS, MO 63137-1818

Amount Due: \$24.38  
 Date: November 30, 2023  
 Amount Due: \$24.64  
 Account Number: 9273419116  
 Total: 12.02

AMEREN MISSOURI  
 PO BOX 89069  
 CHICAGO IL 60680-1069

1220000 0092734373006 00024640 00000000 00024380

10/13/23 00596 2247301 0001 092139 102  
 AMEREN MISSOURI



FOR NON-PAYMENT CORRESPONDENCE:  
 CINTAS CORPORATION #0731 0731  
 6200 OLIVE BLVD.  
 UNIVERSITY CITY MO 63130  
 US

PAYMENT INQUIRY # 314-362-1010  
 USER ID & CREDENTIALS # 314-362-1010

# ACCOUNT STATEMENT

TO VIEW AND PAY YOUR BILLS  
 ONLINE VISIT:  
 WWW.CINTAS.COM/MYACCOUNT

3118416 01 AB 0.537 \*\*AUTO T1 0 0810 63137-189941 -C03-P18426- RE



CITY OF BELLEFONTAINE  
 9641 BELLEFONTAINE  
 SAINT LOUIS MO 63137-1899

PAYER # 13715108  
 STATEMENT DATE 11/13/2023

DATE	SOLD-TO	DESCRIPTION	REFERENCE	AMOUNT DUE	DUE DATE	
09/05/2023	13695920		4168742071	75.69	10/10/2023	
09/18/2023	13695920		4168031465	175.69	10/10/2023	
10/02/2023	13695920		4169459364	175.69	11/10/2023	
10/16/2023	13695920		4170865330	175.69	11/10/2023	
10/30/2023	13695920		4172260028	175.69	11/10/2023	
CURRENT		1 - 30 DAYS	31 - 60 DAYS	60 DAYS	90 DAYS	TOTAL DUE
\$527.07		\$351.38	\$0.00	\$0.00	\$0.00	\$878.45

RECEIVED BY  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: 11/17/23  
 FOR: Adams  
 APPROVED FOR PAYMENT: *[Signature]*  
 AMOUNT \$ 527.07  
 #5044

FILED 11/17/23

Page 1 of 1  
 For fast and accurate processing, please detach and enclose this invoice with your payment.

PAYER # 13715108  
 CITY OF BELLEFONTAINE  
 9641 BELLEFONTAINE  
 SAINT LOUIS MO 63137

\$	878.45	527.07
----	--------	--------

File an invoice below? Thank you, allow 5-10 days processing

DATE	REFERENCE	AMOUNT
09/05/2023	4168742071	175.69
09/18/2023	4168031465	175.69
10/02/2023	4169459364	175.69
10/16/2023	4170865330	175.69
10/30/2023	4172260028	175.69

PLEASE REMIT PAYMENT TO:  
 CINTAS CORP  
 P.O. BOX 88005  
 CHICAGO IL 60680-1005



Ciox Health - PAYMENTS ONLY

P.O. Box 409822  
Atlanta, GA 30384-9822  
Fed Tax ID 58 - 2659941  
1-800-367-1500

CIOX  
HEALTH  
INVOICE

Invoice #: 0438211930  
Date: 11/10/2023  
Customer #: 2300799

Ship to:

OFFICER BARNETT  
BELLEFONTAINE NEIGHBORS PD  
9641 BELLEFONTAINE RD  
SAINT LOUIS, MO 63137-1818

Bill to:

OFFICER BARNETT  
BELLEFONTAINE NEIGHBORS PD  
9641 BELLEFONTAINE RD  
SAINT LOUIS, MO 63137-1818

Records from:

CHRISTIAN HOSPITAL  
11133 DUNN RD  
SAINT LOUIS, MO 63136-6163

Requested By: BELLEFONTAINE NEIGHBORS PD DOB: 06/22/1975  
Patient Name: SHINUALD KOBIE

Description	Quantity	Unit Price	Amount
Basic Fee			28.97
Retrieval Fee			1.00
Per Page Copy (Paper) 1	01	1.60	50.48
Shipping			3.03
Subtotal			83.05
Sales Tax			0.00
Invoice Total			83.05
Balance Due			83.05

RECEIVED BY ✓  
CITY OF BELLEFONTAINE NEIGHBORS  
DATE: 11/21/23  
FOR: Police DEPT  
APPROVED FOR PAYMENT [Signature]  
AMOUNT \$ 83.05

#5226

Terms: Net 30 days Please remit this amount: \$83.05(USD)

23-1645 - BFN P.D.  
Domestic

Ciox Health - PAYMENTS ONLY

P.O. Box 409822  
Atlanta, GA 30384-9822  
Fed Tax ID 58 - 2659941  
1-800-367-1500

Invoice #: 0438211930

Check # \_\_\_\_\_

Payment Amount \$ \_\_\_\_\_

Get future medical records as soon as they are processed, by signing up for secure electronic delivery. Register at: <https://www.smartrequest.com/>

Please return stub with payment.

Please include invoice number on check.

To pay invoice online, please go to <https://paycioxhealth.com/pay/> or call 800-367-1500.

Email questions to [collections@cioxhealth.com](mailto:collections@cioxhealth.com).

# INVOICE



City Lighting Products Saint Louis  
 Branch: 01 CLP Saint Louis  
 4307 West Papin  
 Saint Louis, MO 63110  
 USA  
 314-534-1090

RECEIVED

INVOICE  
 6236512  
 Invoice Date: 10/27/2023 13:36:00 Page: 1 of 1  
 ORDER NUMBER:  
 1976530  
 Tracking#: 785611342555

Bill To:  
 CITY OF BELLEFONTAINE  
 9641 BELLEFONTAINE RD.  
 ST. LOUIS, MO 63137  
 USA

Bill To:  
 CITY OF BELLEFONTAINE  
 9641 BELLEFONTAINE RD.  
 ST. LOUIS, MO 63137  
 USA

Customer ID: 103108

PO Number		Term Description		Net Due Date	Due Date	Due Amount			
Jim 10-9		Net 30		11/09/2023	11/09/2023	0.00			
Order Date	Pick Ticket No	Primary Salesperson			Phone				
10/9/2023 10:43:20	4187148	House ST.			785611342555				
Quantities					Item ID	Item Description	Unit Price	Qty	Ext. Price
Line	Ordered	Shipped	Back Order	Type	Item ID	Item Description	Unit Price	Qty	Ext. Price

Delivery Instructions: Call Jim when these come in. 314-534-1090

Carrier: FedEx Ground Service

Tracking #: 785611342555

Line	Ordered	Shipped	Back Order	Type	Item ID	Item Description	Unit Price	Qty	Ext. Price
1	3	3	0		CANLU15055ECO	LU150 55 ECO	EA	27.990	83.97

Total Lines: 1

Total Freight In: 0.00

Total Freight Out: 16.35

AMOUNT DUE: 87.35

If you pay before >>> 11/26/23 save >>> 0.00 and pay only >>> 87.35

RECEIVED BY [Signature]  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: 11.17.23  
 FOR: [Signature] DEPT  
 APPROVED FOR PAYMENT [Signature]  
 AMOUNT \$ 87.35

Building Maintenance  
 \$87.35

Remit To:  
 CITY LIGHTING PRODUCTS CO.  
 PO BOX 755  
 ARLINGTON HEIGHTS, IL 60006-0755



Document ID: 6525511

Rev 1

ORIGINAL



Invoice  
Energy Petroleum Co  
P.O. Box 790372

RECEIVED  
NOV 11 2023  
CITY OF BELLEFONTAINE NEIGHBORS

St Louis, MO 63179-0372 USA  
Phone: (314)383-3700  
(314)383-3711 (Fax)

Remit To: P.O. Box 790372 St Louis, MO 63179-0372

Account Number: 12320138  
Invoice Number: 307249  
Invoice Date: 11/06/2023 01:07:00 PM

City Of Bellefontaine Nghbrs  
9641 Bellefontaine Rd.  
St Louis, MO 63137

Shipping Address:  
City Of Bellefontaine Nghbrs  
9641 Bellefontaine Rd.  
St Louis, MO 63137

HM DOT- Name, Class, ID, Group	Product	Product Description	Delivered Quantity	Unit Price	Extended Price
Carrier: Energy Petroleum Co Tankwagon		Vehicle: 2020 PET TANKER 311,975			
Order Number: 307249		Purchase Order Number: none			
A640	Diesel #2 Ultra LS Dyed Winter		139.7000	88.80100	12393.08
				Tax:	32.18
				Tax Total (amt):	8615.24
				Exc. Tax Total:	30.00

CRITICAL DESCRIPTION: NA1993, Diesel Fuel, Combustible Liquid, PG III  
Dyed Diesel, Non-Taxable Use Only, Penalty for Taxable Use

*Late getting 11-21-23  
Paid because  
had two invoices  
I had to verify  
correct one  
Jemine*

RECEIVED BY  
CITY OF BELLEFONTAINE NEIGHBORS  
DATE: 11/21/23  
FOR: [Signature] DEPT  
APPROVED  
FOR PAYMENT: [Signature]  
AMOUNT \$: 11,502.80

Excise Certificate Number	Amount Due	Stamp
MO State Excise Tax - Motor Fuel	\$0.13	No
MO State Sales/Use Fuel Tax	\$0.74	No
US Fed Excise Tax - Oil Spill Tax	\$0.00	Yes
US Fed Excise Tax - Storage Tank	\$0.40	No
US Fed Excise Tax - Superfund Gas & Dies	\$0.19	No
	\$0.73	No

No terms discount available for this invoice.

Product Total:	12393.08
Shipping / Freight Total:	30.00
Tax Total:	8615.24
Invoice Total:	21038.32
Discount Total:	30.00
Net Invoice Total:	21008.32
Total Due:	21008.32

Thank You for your Business  
should you have any questions  
please contact us at 800-536-6828  
or email us at Orders@EnergyPetro.com

**Complete Care of Shade Trees  
and Ornamental Plants**

Insured



*Handwritten notes:*  
11/10/2023  
11/10/2023

*Handwritten notes:*  
11/10/2023  
11/10/2023

City of Bellefontaine Neighbors  
Jeff Ross  
9641 Bellefontaine Rd.  
St. Louis MO 63137

**PAID**  
11/10/2023 Due upon receipt

Job Name	Job Site	Phone	Service Provider	Job Value
of Bellefontaine Neighbors 20231	City of Bellefontaine	687-0075	Tom Gamma	\$1,750.00

#	Item	Service Description	Completed	Rate	Qty	Total
8	(Item #8) REMOVAL	10024 Ashbrook - Remove an Oak tree and cut off stump near to ground. Haul debris.	11/8/2023	0.00	0.00	3500.00
14	(Item #14) REMOVAL	920 Fontaine - Remove an Oak tree and cut off stump near to ground. Haul debris. (NOTE: This was not on the list but marked in orange)	11/8/2023	0.00	0.00	1,250.00

Thank you,  
Tom Gamma

**RECEIVED BY** ✓  
**CITY OF BELLEFONTAINE NEIGHBORS**  
DATE: 11/22/23  
FOR: P.W. DEPT  
APPROVED FOR PAYMENT: [Signature]  
AMOUNT: 1,150.00  
ACCT #

*Handwritten:* ARPA

Subtotal: \$1,750.00  
Tax: \$3.00  
Total: \$1,753.00  
Paid: \$0.00  
Balance: \$1,753.00

**PAYMENT DUE UPON RECEIPT**



**DEDICATED TO TREE CARE PRESERVATION**





# KEY EQUIPMENT & SUPPLY CO.

## INVOICE

St. Louis: 1-800-325-4323  
 Kansas City: 1-800-262-0149  
 Springfield: 217-622-2834

Remit To  
 P.O. Box 790379  
 St. Louis, MO 63179

**BILL TO:**  
 CITY OF BELLEFONTAINE  
 9641 BELLEFONTAINE RD  
 BELLEFONTAINE, MO 63137

ALL CLAIMS MUST BE MADE WITHIN 5 DAYS OF RECEIPT OF  
 MERCHANDISE  
 NO RETURNS WILL BE ACCEPTED WITHOUT WRITTEN AUTHORIZATION

Invoice Number: [blank]  
 Date: [blank]  
 Customer: [blank]  
 Salesperson: [blank]

SHIP TO:  
 CITY OF BELLEFONTAINE  
 9641 BELLEFONTAINE RD  
 BELLEFONTAINE, MO 63137  
 DELIVERY  
 R. Gregory

Terms: NET 30 Days  
 Due By: 12/14/2023

Item Number	Description	Ordered	EQ	Ship Wtd	EQ EQ	Unit Price	Total Price
14A7DB	CASTROL PYROPLEX	5.00	3.00	5.00	EQ	16.77	83.85

# 5623

Subtotal	83.85
Discount	0.00
Freight	0.00
Total	83.85
Amount Paid	0.00
Amount Due	83.85

RECEIVED BY  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: 11/22/23  
 FOR: P.W. DEPT  
 APPROVED FOR PAYMENT: [Signature]  
 AMOUNT: \$83.85



MC Mechanical Services  
 405 Billmore Drive  
 Fenton, MO 63026  
 314-988-8400



Bill To  
 City of Bellefontaine Neighbors  
 9669 Bellefontaine Road  
 St. Louis, MO 63137

Invoice No.	12457457	Service Location	Bellefontaine Recreational Center
Invoice For	Service Call Job #31720082 (10/20/2023 - 10/23/2023)		9669 Bellefontaine Road St. Louis, MO 63137
Transaction Date	11/8/2023		
Due Date	12/8/2023 (Net 30)		

**Notes**

Meeting Room AC unit not turning on. It is 77 degrees in meeting room and lobby. Contact: Dan J. 314-509-0044

Technicians: Kevin Hendershot

10/23/23: Replaced oil control and oil in the compressor. Put in factory amount of oil into compressor. Started unit and found that oil control bleed intermittently holding out unit from running. Went over problem with Carrier support and found logic in control board not letting oil flow through randomly. Jumped out bird and unit fired up and ran without jumper after a few minutes. Wrote down procedure to restart unit for Jim and Jimmy to reset unit until cooling isn't needed this winter.

10/20/23: I found unit tripped on oil control. Jumped out oil control and unit ran for an hour after taking jumper off. Oil control is welded open when it trips. Picked up oil control and new refrigerant oil. Will replace oil control and oil on Monday.

Code	Item	Qty	Unit Price	Total
L REG	LABOR	1.0	\$1,100.00	\$1,100.00
MTL-	Mineral oil-2 gallons	1	615.99	615.99
MTL-	Oil pressure control and angle valve	1	874.21	874.21
TRUCK	TRUCK CHARGE	1	301.00	301.00
CONSUM	CONSUMABLES	1	538.84	538.84
<b>GRAND TOTAL</b>				<b>3,430.04</b>

**Terms & Conditions**

All past due amounts are subject to a service charge of 1.5% per month (18% per year). If Buyer fails to pay within terms, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees.

**NOTICE TO OWNER**

FAILURE OF THIS CONTRACTOR TO PAY THOSE PERSONS SUPPLYING MATERIAL OR SERVICES TO COMPLETE THIS CONTRACT CAN RESULT IN THE FILING OF A MECHANIC'S LIEN ON THE PROPERTY WHICH IS THE SUBJECT OF THIS CONTRACT PURSUANT TO CHAPTER 429, RSMo. TO AVOID THIS RESULT YOU MAY ASK THIS CONTRACTOR FOR "LIEN WAIVERS" FROM ALL PERSONS SUPPLYING MATERIAL OR SERVICES FOR THE WORK DESCRIBED IN THIS CONTRACT. FAILURE TO SECURE LIEN WAIVERS MAY RESULT IN YOUR PAYING FOR LABOR AND MATERIAL TWICE.

11/20/23 ✓  
 Power  
 Jim Hendershot  
 314-564-81  
 Building Maintenance  
 #5032







**North County Incorporated**  
 8225 Florissant Rd.  
 Suite 11  
 St. Louis, MO 63121

Date	Invoice #
11/17/23	0142

RECEIVED

**Bill To**

City of Bellefontaine Neighbors  
 Mayor Rev. Dinah Tatman  
 9641 Bellefontaine Road  
 Bellefontaine Neighbors, MO 63137

Item	Description	Qty	Rate	Amount	P.O. No.
2024 Member Renew Govt./ Mu...	2024 Membership Renewal - Governments, Municipalities & County	1	1,824.00	1,824.00	

RECEIVED BY  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: 11/17/23  
 FOR: Adm  
 APPROVED FOR PAYMENT: *[Signature]*  
 AMOUNT \$ 1,824.00  
 ACC # 5011

Thank you for your Membership Support. Membership Increases only 2% each year.

[www.NorthStLouisCommunity.org](http://www.NorthStLouisCommunity.org)  
 Your North County, Our Future

Phone # (314) 895-6241

rzoll@northcountyinc.com

www.northcountyinc.com



REPRINT OF ORIGINAL INVOICE

70000

FOR YOUR INFORMATION  
 IF YOU HAVE ANY QUESTIONS  
 OR PROBLEMS, CONTACT US

OUR CUSTOMER SERVICE GROUP (800) 233-4423  
 FOR ACCOUNT INQUIRIES (800) 721-8582

INVOICE NUMBER	332647721001	INVOICE DATE	18-SEP-23
ORDER NUMBER	332647721001	ORDER DATE	18-SEP-23
TERMS	Net 30	STAYMENT DATE	18-OCT-23

Federal ID # 86-2161688

Bill To: ATTN: ACCTS PAYABLE  
 CITY OF BELLEFONTAINE  
 9641 BELLEFONTAINE RD  
 SAINT LOUIS MO 63137-1899

Bill To: CITY OF BELLEFONTAINE NEIGHBORS  
 9641 BELLEFONTAINE RD  
 SAINT LOUIS MO 63137-1899

ACCOUNT NUMBER	ACCOUNT MANAGER	SHIP TO ID	ORDER NUMBER	ORDER DATE	ORDER DATE	
28677760	Depot, Office	9641BELLEFONT AINERO	332647721001	18-SEP-23	18-SEP-23	
BILLING ID	PURCHASE ORDER	RELEASE	ORDERED BY	DEST/LOC	COST CENTER	
231729			SEMME RUPPIN-K			
CATALOG ITEM # / MANUF CODE	DESCRIPTION / CUSTOMER ITEM #	U/L TAX	QTY ORG	QTY S/D	UNIT PRICE	EXTENDED PRICE
<div data-bbox="527 955 982 1186" data-label="Text"> <p>RECEIVED BY ✓            CITY OF BELLEFONTAINE NEIGHBORS            DATE: 11/30/23            FOR: H.M.S.D. DEPT            APPROVED FOR PAYMENT: <i>[Signature]</i>            AMOUNT \$: 168.17</p> </div>						
					SUB-TOTAL	168.17
					TIERED DISCOUNT	0.00
					DELIVERY	0.00
					MISCELLANEOUS	1.30
					S&W. TAX	0.00
					TOTAL	169.47

ALL AMOUNTS ARE BASED ON USD CURRENCY

To return supplies, please repack in original box and insert our packing list, or copy of this invoice. Please note that the return shipping cost is the responsibility of the customer. Please do not return furniture or machines until you call us first for instructions. Shortage or damage must be reported within 3 days of receipt.

CUSTOMER NAME	BILLING ID	INVOICE NUMBER	INVOICE DATE	DUPLICATE
CITY OF BELLEFONTAINE	231729	332647721001	18-SEP-23	1001

FL0 002317295 332647721001 18-SEP-23

PLEASE SEND YOUR CHECK TO:  
 ODP Business Solutions, LLC  
 PO BOX 660113  
 DALLAS TX 75266-0113

PLEASE RETURN THIS COPY WITH YOUR PAYMENT TO ENSURE PROMPT CREDIT TO YOUR ACCOUNT.  
 PLEASE DO NOT STAPLE OR PUNCH HOLE



REPRINT OF ORIGINAL INVOICE

10000

FOR CUSTOMER SERVICE CENTER  
 2011 BELLEFONTAINE NEIGHBOR  
 SAINT LOUIS, MO 63137-1899

FOR CUSTOMER SERVICE CENTER (314) 486-4423  
 FOR ACCOUNT INQUIRIES (314) 741-8532

Federal ID # 86-2161688

INVOICE NUMBER	33284778	INVOICE DATE	19-SEP-23
ORDER NUMBER	33284778	ORDER DATE	19-SEP-23
TERMS	Net 30	EXPIRY DATE	18-OCT-23

**Bill To:** ATTN: ACCTS PAYABLE  
 CITY OF BELLEFONTAINE  
 9641 BELLEFONTAINE RD  
 SAINT LOUIS MO 63137-1899  
 00000000000000000000

**Ship To:** CITY OF BELLEFONTAINE NEIGHBOR  
 9641 BELLEFONTAINE RD  
 SAINT LOUIS MO 63137-1899

ACCOUNT NUMBER	ACCOUNT MANAGER	SHIP TO ID	ORDER NUMBER	ORDER DATE	EXP. DATE		
28677760	Depot, Office	9641BELLEFONT AINERD	33284778	19-SEP-23	18-OCT-23		
BILLING ID	PURCHASE ORDER	RELEASE	ORDERED BY	DESKTOP	COST CENTER		
231729			SEMMIE RUFFIN-H				
CATALOG ITEM # / MANUF CODE	DESCRIPTION / CUSTOMER ITEM #	UNIT TAX	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	EXTENDED PRICE
8011521 2095472	PM,PROFILE,GEL,,7MM,12P, 8011521	OZ Y	2	2	0	5.990	11.98
675041 21528	PAPER,COPY,ASTRO,LUNAR B 675041	RM Y	1	1	0	40.990	40.99
273361 WOFQD12-WHI	WITE-OUT,EZ,DOZ,WHITE 273361	OZ Y	2	2	0	15.990	31.98
150810 WOSQPP21-WHI	PEN,CORR,SHAKE'N SQUEEZE 150810	PK Y	1	1	0	4.990	4.99
879800 WOELP418-WHI	TAPE,CORRCCTION,WITE-OUT, 879800	PK Y	2	2	0	9.990	19.98
6843133 ODV6843133	FOLDER,2PK,DARK BLUE,25P 6843133	PK Y	5	5	0	7.990	39.95
427866 WMN2096	Geo Gene,SRAY,12 oz 427866	EA Y	1	1	0	7.990	7.99
307397 NJH58SW	PAD,PERF,5X8,CAN,LGL,RLD 307397	DZ Y	3	3	0	3.990	11.97
421062 098330	DATER,SELF-INKING,RECD W 421062	EA Y	1	1	0	6.990	6.99
841407 035551	STAMP,FILE COPY,RED 841407	EA Y	1	1	2	2.990	5.98
498811 498811	SHEET PROTECT,OD,STD,CLR 498811	BX Y	5	5	0	3.990	19.95



REPRINT OF ORIGINAL INVOICE

10000

IF YOU HAVE ANY QUESTIONS OR PROBLEMS, PLEASE CALL US

FOR CUSTOMER SERVICE ORDER: (800) 255-4423  
FOR ACCOUNT INQUIRIES: (800) 721-8592

Federal ID # 86-2161688

INVOICE NUMBER	341436446001	ISSUE DATE	07-NOV-25
ORDER NUMBER	341436446001	TERMS	Net 30
ORDER DATE	07-NOV-25	PAYMENT DUE	07-DEC-25

**Bill To:** ATTN: ACCTS PAYABLE  
CITY OF BELLEFONTAINE  
9641 BELLEFONTAINE RD  
SAINT LOUIS MO 63137-1899

**Ship To:** CITY OF BELLEFONTAINE  
9641 BELLEFONTAINE RD  
SAINT LOUIS MO 63137-1899

ACCOUNT NUMBER	28677760	ACCOUNT MANAGER	Depot, Office	SHIP TO ID	9641BELLEFONTAINE RD	ORDER NUMBER	341436446001	ORDER DATE	07-NOV-25	SHIP DATE	07-NOV-25
BILLING ID	231729	PURCHASE ORDER		RELEASE		ORDERED BY	SEMMIE RUFFIN	DESTROY		ORDER TOTAL	
CATALOG ITEM # / MANUF CODE		DESCRIPTION / CUSTOMER ITEM #		UNIT		PRICE		QTY		AMOUNT	

RECEIVED FROM  
CITY OF BELLEFONTAINE  
DATE 11/30/22  
APPROVED FOR PAYMENT  
AMOUNT \$ 103.41

SUB-TOTAL	103.41
TAX	
DELIVERY	
MISCELLANEOUS	
GRAND TOTAL	103.41

ALL AMOUNTS ARE BASED ON USD CURRENCY

To return supplies, please repack in original box and insert our packing list, or copy of this invoice. Please note that this invoice is not valid for returns. Please do not return furniture or machines until you call us first for instructions. Shortage or damage must be reported within 2 days of receipt.

CUSTOMER NAME	BILLING ID	INVOICE NUMBER	INVOICE DATE	INVOICE TOTAL
CITY OF BELLEFONTAINE	231729	341436446001	07-NOV-25	103.41

FL0 002807855 341436446001 00000000000000000000

PLEASE SEND YOUR CHECK TO:  
ODP Business Solutions, LLC  
PO BOX 660113  
DALLAS TX 75266-0113

PLEASE RETURN TO US WITHIN 30 DAYS OF RECEIPT TO ENSURE PROMPT CREDIT TO YOUR ACCOUNT. PLEASE DO NOT STAPLE TO THE BOTTOM OF THE INVOICE.







REPRINT OF ORIGINAL INVOICE

10000

THANKS FOR YOUR ORDER  
IF YOU HAVE ANY QUESTIONS  
OR PROBLEMS, JUST CALL US

FOR CUSTOMER SERVICE ORDER: (866) 263-2423  
FOR ACCOUNT INQUIRIES : (800) 721-8582

Federal ID # 86-2161688

INVOICE NUMBER	AMOUNT DUE	DUPLICATE NUMBER
328058072001	203.87	1 OF 1
INVOICE DATE	TERMS	PAYMENT DUE
31-AUG-23	Net 30	30-SEP-23

**Bill To:** ATTN: ACCTS PAYABLE  
CITY OF BELLEFONTAINE  
9641 BELLEFONTAINE RD  
SAINT LOUIS MO 63137-1899

CITY OF BELLEFONTAINE  
9641 BELLEFONTAINE RD  
SAINT LOUIS MO 63137-1899

ACCOUNT NUMBER 28677760		ACCOUNT MANAGER Depot, Office		SHIP TO 9641 BELLEFONTAINE RD SAINT LOUIS, MO 63137-1899
BILLING ID 231729	PURCHASE ORDER LENZ	RELEASE	CARRIER	
CATALOG ITEM # / MANUF CODE	DESCRIPTION / CUSTOMER ITEM #			
487021 9435B001AA 828290 P914CK/3/36	TONER,CANON 137,BLACK 487021 PAPER,GRNT,25%,24#,100,G 828290			

CITY OF BELLEFONTAINE  
DATE: 11/20/23  
FOR: *[Signature]*  
APPROVED  
FOR PAYMENT  
AMOUNT \$

SUB-TOTAL	
TAX	
DELIVERY	
MISCELLANEOUS	
SPECIALS	
<b>TOTAL</b>	

ALL AMOUNTS ARE BASED ON USD CURRENCY

To return supplies, please rewrap in original box and insert our packing list, or copy of this invoice. Please note: **NEVER RETURN UNUSED SUPPLIES TO THE MANUFACTURER.** Please do not return furlines or machines until you call us first for instructions. Shortage or damage must be reported within 8 days of receipt.

CUSTOMER NAME	BILLING ID	INVOICE NUMBER	INVOICE DATE	INVOICE TYPE
CITY OF BELLEFONTAINE	231729	328058072001	31-AUG-23	...

FL0 002807205 88712672001 011 000001 01

PLEASE SEND YOUR CHECK TO:  
ODP Business Solutions, LLC  
PO BOX 660113  
DALLAS TX 75266-0113

PLEASE RETURN THIS AT THE END OF YOUR PAYMENT TO ENSURE PROMPT CREDIT TO YOUR ACCOUNT.  
PLEASE DO NOT WRITE OR SIGN THIS INVOICE.







Personal Assistance Services

### Preferred Resource Network

dba Personal Assistance Services  
9735 Landmark Parkway, Suite 17  
Saint Louis, MO 63127  
Voice 800-356-0845

Visit us at [www.paseap.com](http://www.paseap.com)

RECEIVED  
NOV 14 2023

### INVOICE

Invoice # 23-11  
Invoice Date 11/13/2023  
Invoice Amount \$125.76  
Total Due \$125.76  
Purchase Order  
Term

BILL TO: City of Bellefontaine Neighbors  
9641 Bellefontaine Road  
St. Louis, MO 63137

City of Bellefontaine Neighbors  
9641 Bellefontaine Road  
St. Louis, MO 63137

QTY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
48	Employees	Monthly EAP Services 12/01/2023 - 12/31/2023	\$2.62	\$125.76
TOTAL AMOUNT DUE				\$125.76

RECEIVED BY  
CITY OF BELLEFONTAINE NEIGHBORS  
DATE: 11/17/23  
FOR: Admin  
APPROVED FOR PAYMENT: *[Signature]*  
AMOUNT \$ 125.76  
*Account*



# PAT KELLY EQUIPMENT

5920 N. Lindbergh Blvd.  
Hazelwood, MO 63042-3124

Call: (314) 328-2000

SALES - RENTALS - SERVICE - PARTS

Ship To:

IN STORE PICKUP	NOV 1 2013
-----------------	------------

Invoice To:

CITY OF BELLEFONTAINE 9641 BELLEFONTAINE RD. BELLEFONTAINE MO 63137
---

174056700	315-007-0018
174056700	315-007-0018

## PARTS INVOICE

ORDER#: 189990

\*\*ANY CREDIT CARD TRANSACTIONS CAN ONLY BE DONE AT TIME OF PURCHASING... WE WILL NOT ACCEPT CREDIT CARD PAYMENT FOR ACCOUNTS RECEIVABLE BALANCES.

Part#	Description	Bin	ORD	QTY	UNIT	PRICE	TOTAL
19451	VNTD WHT HH	AQUA16	2	2		11.50	23.00
14230	EAR MUFFS	AQUA04	2	2		8.95	17.90
95334	29 DEC EARMUFFS	AQUA03	2	2		8.95	17.90
MS339C3XL	TYPE III VEST	VEST	2	2		17.99	35.98
M7148C-3XL	TYPE III VEST	VEST	2	2		17.99	35.98
TOTAL CHARGE							171.80

RECEIVED BY  
CITY OF BELLEFONTAINE NEIGHBORS  
DATE: 11/20/13  
FOR: [Signature] DEPT: 703023  
APPROVED FOR PAYMENT: [Signature]  
AMOUNT \$: 171.80

LATE CHARGE 1 1/2% PER MONTH ( 18 % PER ANNUM) RESTOCKING CHARGE 15% MINIMUM. SERVICE CHARGE \$5.00  
TERMS NET 30 DAYS FROM THE DATE OF INVOICE. SPECIAL ORDER GOODS ARE NOT RETURNABLE. A COPY OF THE SALES RECEIPT MUST ACCOMPANY ALL RETURNS  
RETURNED GOODS ARE SUBJECT TO RESTOCKING CHARGE AND MUST BE MADE WITHIN 15 DAYS OF PURCHASE. TITLE TO ALL ITEMS REMAINS WITH THE VENDOR UNTIL  
PURCHASE PRICE, INTEREST AND OTHER CHARGES ARE FULLY PAID. CASH, CHECK, MASTERCARD, VISA OR DISCOVER IS ACCEPTED.

Signature \_\_\_\_\_

SEE REVERSE SIDE FOR TERMS & CONDITIONS



# REJIS

When Data Matters

REJIS Commission  
4255 W Pine Blvd  
Saint Louis MO  
63108  
(314) 535-1950



Invoice  
519535

31162 Bellefontaine Neighbors Prosecuting Attorney

31162 Bellefontaine Neighbors Prosecuting Attorney  
Bellefontaine Neighbors, MO 63108

Terms	Due Date	Created From	Client Services Rep	Entered Date	Invoice Date
Net 30	12/14/2023		Brian P. Kelen	12/14/2023	12/14/2023
QTY	Item	Proposal #	Unit Price	Rate	Amount
48	PAM-011 PAMS/Show-Me Courts Interface There is a \$0.50 charge per case sent from PAMS to Show-Me Courts. This charge will be billed monthly based on the number of cases sent to Show-Me Courts.			\$0.50	\$24.00

Subtotal 524.00  
Total 524.00

RECEIVED BY  
CITY OF BELLEFONTAINE NEIGHBORS  
DATE: 11/17/23  
FOR: PAMS  
APPROVED FOR PAYMENT: [Signature]  
AMOUNT \$ 24.00

Acc# 5017

detach and return with remittance

Remit to:  
REJIS Commission  
4255 W Pine Blvd  
Saint Louis MO 63108  
(314) 535-1950

Invoice #: 519535  
Remit this amount: \$24.00  
Customer #: 31162 Bellefontaine  
Neighbors Prosecuting Attorney







**REJIS**

When Data Matters

REJIS Commission  
4255 W Pine Blvd  
Saint Louis MO  
63108  
(314) 535-1950

Invoice

#519628

11/07/23

30050 Bellefontaine Neighbors Police Department

Subtotal 2,539.23

Total 2,539.23

RECEIVED BY <input checked="" type="checkbox"/>	
CITY OF BELLEFONTAINE NEIGHBORS	
DATE: 11/1/2023	
FOR: Police	DEPT
APPROVED FOR PAYMENT	<i>M. S. 0160</i>
AMOUNT \$	\$2539.23

#5219

detach and return with remittance

Remit to:  
REJIS Commission  
4255 W Pine Blvd  
Saint Louis MO 63108  
(314) 535-1950

Invoice #: 519628  
Remit this amount: \$2,539.23  
Customer #: 30050 Bellefontaine  
Neighbors Police Department





# REJIS

When Data Matters

REJIS Commission  
4255 W Pine Blvd  
Saint Louis MO  
63108  
(314) 535-1950



519628  
#519628  
11/20/2023

30050 Bellefontaine Neighbors Police Department

Bill To  
Angie Wojtkowski  
Bellefontaine Neighbors Police Dept.  
9641 Bellefontaine Road  
Bellefontaine Neighbors, MO 63147

Terms	Due Date	Created From	Client Services Rep	Period Start	Period End		
Net 30	12/20/2023		Brian P Haley	11/1/2023	11/30/2023		
QTY	Item	Proposal #	PO #		Qty	Amount	
1	WN-0093 AT&T 20 Mbps Fiber Connection	SO#: 605				\$315.00	\$315.00
1	LE-0009-M-2023 LEWeb Subscription Fee - Monthly					\$1,127.00	\$1,127.00
10	WN-0064-2022 Verizon-Unlimited National Access Wireless Plan					\$55.00	\$550.00
2	SV-0035-2022 PASS-Fee Per Civilian Employee at PD	A7DF0829 (1), SO#:604 (2)				\$2.00	\$2.00
20	SV-0036-2022 PASS-Fee Per Commissioned Officer	A7DF0829				\$3.00	\$60.00
1	LE-0013-2023 Live Scan Standard Workstation Connection	53193158				\$60.00	\$60.00
3	DC-0023 REJIS Provided Storage - Per Terabyte (TB) REJIS Provided Storage - Per Terabyte (TB)	SO#: 1084				\$35.00	\$105.00
1	LE-0076-M MSHP MULES Connection Fee-Circuit - Monthly - 9/1/22-6/30/24 ORI: MO0950400					\$60.00	\$60.00

detach and return with remittance

Remit to:  
REJIS Commission  
4255 W Pine Blvd  
Saint Louis MO 63108  
(314) 535-1950

Invoice #: 519628  
Remit this amount: \$2,539.23  
Customer #: 30050 Bellefontaine  
Neighbors Police Department







# SUMNER ONE

6717 Waldemar Ave, St Louis, MO 63139  
314.633.1400 | SumnerOne.com

Invoice Number: 3759339  
Invoice Date: 12/14/2023  
Invoice Type: 0335.11  
Invoice Price: \$338.11  
Invoice Ref: 10201027

Please Remit Payment to: P.O.Box 5180 St. Louis, MO 63139-0180

Bill To: CITY OF BELLEFONTAINE NEIGHBORS  
9641 BELLEFONTAINE RD  
SAINT LOUIS, MO 63137-1818

Customer: CITY OF BELLEFONTAINE NEIGHBORS  
9641 BELLEFONTAINE RD  
SAINT LOUIS, MO 63137-1818

PLEASE DETACH THIS PORTION AND RETURN TO US AT THE BOTTOM

Account No	Invoice Number	Due Date	Invoice Type
10201027	3759339	12/14/2023	0335.11

### Usage Details

Meter Group	Total Copies	Covered Copies	Start Date	End Date	Rate	Usage
B/W	50,642	18,000	0	12/14/2023	\$0.007187	\$338.11

Meter Type	Equip. Number	Serial Number	Begin	End	Copies
B/W	SF671	W377505522	146,672	150,036	14,043
B/W	SF672	W226900793	165,480	301,883	28,413

Total Reported Usage Charges:	\$338.11
Total Reported Base Charges:	\$0.00
Total Water Group Charges:	\$338.11

RECEIVED BY ✓  
CITY OF BELLEFONTAINE NEIGHBORS  
DATE: 11/17/23  
FOR: Admin  
APPROVED FOR PAYMENT: *[Signature]*  
AMOUNT \$: 338.11

Acct # 5031

Would you like to pay via ach? Contact us at [accounting@sumnerone.com](mailto:accounting@sumnerone.com) to get started, or about receiving your invoices via email or accessing our online portal? Contact [adminsupport@sumnerone.com](mailto:adminsupport@sumnerone.com) today. Thank you for your business!

Please Remit Payment to: SumnerOne P.O. Box 5180 St. Louis, MO 63139-0180



6717 Waldemar Ave, St Louis, MO 63139  
314.633.1400 | SumnerOne.com

NOV 15 2023

Invoice Number: 1730839  
Invoice Date: 11/14/2023  
Invoice Total: \$355.11  
Due Date: 12/13/23  
Account No: 10201027

Please Remit Payment to: P.O.Box 5180 St. Louis, MO 63139-0180

Bill To: CITY OF BELLEFONTAINE NEIGHBORS  
9641 BELLEFONTAINE RD  
SAINT LOUIS, MO 63137-1818

Customer: CITY OF BELLEFONTAINE NEIGHBORS  
9641 BELLEFONTAINE RD  
SAINT LOUIS, MO 63137-1818

PLEASE DETACH THIS PORTION AND RETURN WITH PAYMENT

Account No 10201027	Invoice Number 3759339	Due Date 12/14/2023	Invoice Total \$355.11
Contract Number ZCN12653-01	Contact	Contract Amount \$355.11	P.O. Number P.O. Number
Contract Reference		Service Dates 02/15/2023	Exp. Date May 30

Summary:

Contract base rate charge for the 11/14/2023 to 02/13/2024 billing period \$157.00  
 Contract coverage charge for the 08/14/2023 to 11/13/2023 coverage period \$201.11  
 \*\*See coverage details below \$358.11

Detail:

Equipment included under this contract

Kyocera/TA-4002I

Number	Serial Number	Base Amt.	Location
SF671	W377505522	\$0.00	CITY OF BELLEFONTAINE NEIGHBORS 9641 BELLEFONTAINE RD SAINT LOUIS, MO 63137-1818 SF671 (015) City Clerk

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total
B/W	B/W	144,679	158,820		\$358.11

Kyocera/TA-6002I

Number	Serial Number	Base Amt.	Location
SF672	W226900793	\$0.00	CITY OF BELLEFONTAINE NEIGHBORS 9641 BELLEFONTAINE RD SAINT LOUIS, MO 63137-1818 SF672 (015) City Clerk

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total
B/W	B/W	465,490	501,983		\$358.11



1-800-295-5510

uline.com

PO Box 88741 • Chicago IL 60680-1741

INVOICE NO.



INVOICE

ULINE P&D DEPT. 88-3884 32

SHIPPING SUPPLY SPECIALISTS

THANK YOU FOR YOUR ORDER. ULINE CUSTOMER SINCE 2012

SOLD TO:

MDG2017 00007004 1 AB 053 7 7626318  
BELLEFONTAINE NEIGHBORS POLICE  
9641 BELLEFONTAINE RD  
SAINT LOUIS MO 63137-1698



YOUR ORDER # 8775643

SHIP TO:

BELLEFONTAINE NEIGHBORS POLICE  
9641 BELLEFONTAINE RD  
SAINT LOUIS MO 63137-1698

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
12	RL	S-8038 4.33"X244' WAX TT FIBER 1200T	9.00	108.0
12	RL	S-7998 4X3 DESK THERMAL TRANSFER LABEL	12.00	144.0
5	BX	S-16767X ULINE BLK 6 MIL NITRILE GLOVES-XL	17.00	85.0
5	BX	S-16767L ULINE BLK 6 MIL NITRILE GLOVES-L	17.00	85.0

RECEIVED BY ✓  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: 11/14/23  
 FOR: Police Department DEPT  
 APPROVED FOR PAYMENT [Signature]  
 AMOUNT \$ 403.43

5222

ORDER PLACED BY: ANGIE WOJTKOWSKI

INTERNET /

SUB-TOTAL	SALES TAX	DISCOUNT	AMOUNT DUE
403.40	.03		403.43

U100-9-2

BELLEFONTAINE NEIGHBORS  
Check Detail

November 23 through December 4, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	46601	11/28/2023	MINUTEMAN PRESS	1003.4 - OPERATING ACCT-NEW	-927.82	-927.82
Bill	INV # 49399	11/28/2023		5047 - POSTAGE	-309.28	309.28
Bill	INV # 49399	11/28/2023		5513 - OFFICE	-618.54	618.54
					-927.82	927.82
Bill Pmt -Check	46602	12/04/2023	AIRGAS-MID AMERICA	1003.4 - OPERATING ACCT-NEW	-277.28	-277.28
Bill	INV # 5503335190	12/04/2023		5311 - EQUIP-MAINT	-277.28	277.28
					-277.28	277.28
Bill Pmt -Check	46603	12/04/2023	BOBBY MATTHEWS SR.	1003.4 - OPERATING ACCT-NEW	-75.00	-75.00
Bill	ROOM REFUND	12/04/2023		4069 - ROOM RENT	-75.00	75.00
					-75.00	75.00
Bill Pmt -Check	46604	12/04/2023	BYRD PLUMBING, INC	1003.4 - OPERATING ACCT-NEW	-165.00	-165.00
Bill	INV # 292885889	12/04/2023		5511 - EQUIP-MAINT	-165.00	165.00
					-165.00	165.00
Bill Pmt -Check	46605	12/04/2023	DIONNIE BECK	1003.4 - OPERATING ACCT-NEW	-172.00	-172.00
Bill	ROOM REFUND	11/27/2023		4069 - ROOM RENT	-172.00	172.00
					-172.00	172.00
Bill Pmt -Check	46606	12/04/2023	FILE ON Q	1003.4 - OPERATING ACCT-NEW	-335.00	-335.00
Bill	INV # 11461	12/04/2023		5227 - CONTRACTS AND WARRANTI	-335.00	335.00
					-335.00	335.00
Bill Pmt -Check	46607	12/04/2023	JEFF SULLIVAN	1003.4 - OPERATING ACCT-NEW	-105.87	-105.87





3:06 PM  
12/04/23

# BELLEFONTAINE NEIGHBORS

## Check Detail

November 23 through December 4, 2023

Bill	UNIFORM REIMBURSE	12/04/2023	5316 - UNIFORMS				
Bill	46608	12/04/2023	MARJORIE DUNN	1003.4 - OPERATING ACCT-NEW	-105.87	105.87	
Bill	PASS REFUND	11/27/2023		4063 - WEIGHT ROOM	-50.00	50.00	
Bill	46609	12/04/2023	RANDY COOK	1003.4 - OPERATING ACCT-NEW	-75.00	75.00	
Bill	ROOM REFUND	11/27/2023		4069 - ROOM RENT	-75.00	75.00	
Bill	46610	12/04/2023	SHIRLEY THOMAS	1003.4 - OPERATING ACCT-NEW	-75.00	75.00	
Bill	ROOM REFUND	11/27/2023		4069 - ROOM RENT	-75.00	75.00	
Bill	46611	12/04/2023	STACYE O. FORD	1003.4 - OPERATING ACCT-NEW	-75.00	75.00	
Bill	ROOM REFUND	12/04/2023		4069 - ROOM RENT	-75.00	75.00	
Bill	46612	12/04/2023	TERMINIX INTERNATIONAL	1003.4 - OPERATING ACCT-NEW	-213.00	213.00	
Bill	INV # 438730312	12/04/2023		5032 - BUILDING MAINTENANCE	-71.00	71.00	
Bill	INV # 437629163	12/04/2023		5032 - BUILDING MAINTENANCE	-71.00	71.00	
Bill	INV # 440037941	12/04/2023		5032 - BUILDING MAINTENANCE	-71.00	71.00	
TOTAL		12				\$2,545.97	



Chesterfield Minuteman Press  
 #6 Clarkson Wilson Centre  
 Chesterfield, MO 63017

Phone: 636-530-0020  
 Web: www.chesterfield.minutemanpress.com  
 E-mail: mmpchesterfield@minutemanpress.com  
 Invoice Number 49399  
 Invoice Date 11/15/2023

Invoice

Bill to: City of Bellefontaine Neighbors  
 Jimmy Kinrich  
 9641 Bellefontaine Road  
 St. Louis, MO 63137  
  
 Phone: 314-867-0700  
 Mobile Phone: 314-882-0044

Ship to: City of Bellefontaine Neighbors  
 Jimmy Kinrich  
 9641 Bellefontaine Road  
 St. Louis, MO 63137  
  
 Phone: 314-867-0700  
 Mobile Phone: 314-882-0044

4,373 Newsletter & Activity Guide (Winter 2024) POSTAGE (Job 107831) \$927.82

Invoice Subtotal: \$927.82  
 Invoice Total: \$927.82  
 Balance Due: \$927.82

Click or Scan the QR Code  
 to Pay Online



11/28/23  
 Parks  
*[Signature]*  
 \$927.82

Admin - \$309.28 - 5047

Parks - \$618.54

Salesperson: Marv Schaefer

2.0000% interest per month on past-due invoices.

Please pay from this invoice. No statements will be sent.



AIRGAS USA, LLC  
PO Box 9249  
Marietta, GA 30065-2249

# CYLINDER RENTAL INVOICE

INVOICE DATE	PAYER	INVOICE NO.	DUE DATE	PAY THIS AMOUNT
10/31/2023	1770413	5503335190	11/30/2023	\$ 277.28

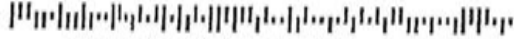
SOLD BY AIRGAS USA, LLC (S142)  
3500 BERNARD ST  
SAINT LOUIS MO 63103-2402  
314-533-3100

**Manage Your Account Online 24/7**  
Access order history, view cylinder balances, get proofs of delivery,  
pay invoices and more – visit [Airgas.com](http://Airgas.com) today



Please send new or updated blanket purchase orders to: [airgassouthbpo@airgas.com](mailto:airgassouthbpo@airgas.com)

**PLEASE MAKE CHECKS PAYABLE AND REMIT TO:**



T155 P4 163237-21-1-4 - 44197

BILL TO

CITY OF BELLEFONTAINE  
NEIGHBORS  
9641 BELLEFONTAINE RD  
SAINT LOUIS MO 63137-1818



044197  
3



AIRGAS USA, LLC  
PO BOX 734672  
DALLAS TX 75373-4672

17704131550333519000000277288

TO ENSURE PROPER CREDIT, PLEASE RETURN THE UPPER PORTION WITH YOUR REMITTANCE. FOR QUESTIONS ON YOUR ACCOUNT PLEASE CALL: 800-727-0693

INVOICE NO.	SOLD TO NUMBER	SHIP TO	INVOICE DATE	RENTAL PURCHASE ORDER NO.	TERMS					
5503335190	1770413	1770413	10/31/2023	RENT	NET 30					
MATERIAL / DESCRIPTION DOCUMENT / DATE	BEG BAL	SHIP	RETURN	ADJ	END BAL	LEASES	SUBJECT TO RENT	NET DAYS	RATE	PRICE
RRCYLILG-AC - Rent Cyl Ind Large Acetylene	3	0	0	0	3	3	0	0	\$1.451/DAY	
RRCYLILG-AR - Rent Cyl Ind Large Argon	1	0	0	0	1	1	0	0	\$1.184/DAY	
RRCYLILG-BE - Rent Cyl Ind Large Helium	1	0	0	0	1	0	1	31	\$1.184/DAY	\$36.70 N
RRCYLILG-OK - Rent Cyl Ind Large Oxygen	3	0	0	0	3	0	3	93	\$1.673/DAY	\$155.59 N
	8	0	0	0	8					\$192.29

Airgas Hazmat Charge (H) - see Itemized Charges on reverse or visit [www.Airgas.com/terms-of-sale](http://www.Airgas.com/terms-of-sale)

RECEIVED BY ✓  
CITY OF BELLEFONTAINE NEIGHBORS  
DATE: 11/17/23  
FOR P.W. DEPT  
APPROVED  
FOR PAYMENT [Signature]  
AMOUNT \$ 192.28

#5311

Acct#

RECEIVED

Rental Period  
From: 10/01/2023 To: 10/31/2023

Hazmat: 84.99

**Important:** See the Notice Regarding Cylinder Rentals/Leases and Responsibility on the Reverse side of this form. You will be deemed to have accepted the provisions in the said Notice as part of the contractual arrangements between you and us, unless you reject such provisions by written advice to us within (15) days after the date of this document.

AMOUNT	\$ 277.28
--------	-----------

**FOR WIRE TRANSFER PAYMENTS:**

AIRGAS USA, LLC  
Acct No. 550372244  
JPMC Bank, ABA No 021000021  
[ww-global-remits@airgas.com](mailto:ww-global-remits@airgas.com)



SHIP TO: 1770413  
CITY OF BELLEFONTAINE  
NEIGHBORS  
9641 BELLEFONTAINE RD  
SAINT LOUIS MO 63137-1818



AIRGAS USA, LLC  
PO Box 9249  
Marietta, GA 30065-2249

044197

# FACILITY REFUND RECEIPT

*Refund Pro  
11/28/23*

Receipt # 302553  
 Payment Date: 11/28/23  
 Household: 10331

Bellefontaine Neighbors  
 Parks and Recreation Department  
 569 Bellefontaine Road  
 Bellefontaine Nbrs., MO 63137  
 Phone: (314)867-0700

BOBBY MATHEWS SR.  
 1201 KILGORE  
 Bellefontaine Nbrs. MO 63137

Hm Ph: (314)869-9483

**Reservation Updated: Recreation Center, Meeting Room 109**

Reserv. Contact: BOBBY MATHEWS SR.  
 Phone Number: (314)869-9483  
 Reserv. Number: 7589  
 Status: Firm  
 Purpose: baby shower

<u>Date(s) And Times</u>	<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
Sat 11/25/2023 11:00 am to 05:30 pm	0.00	90.00	0.00	90.00	0.00
<b>Deposit:</b>	75.00-	0.00	75.00-	0.00	0.00

Facility Comments: No refunds or credits will be given for cancellations made less than 2 weeks before the event. A \$3.00 service charge will be made for cancellations made more than 2 weeks in advance.

Processed on 11/28/23 @ 9:38 am by ANS

Total New Deposit Fees	75.00-
Total New Fees	0.00
Discount Applied	0.00
<b>Total Due</b>	<b>75.00-</b>
Total Deposit Fees Refunded	75.00
Total Fees Paid	0.00
<b>Total Refunded</b>	<b>75.00</b>

**Household Balance Information**

Overall Household Credit Balance Available 0.00  
 Overall Household Balance Due 0.00

Refund of: 75.00 Made By: Journal With Reference:

A refund of \$75.00 will be mailed to:  
 BOBBY MATHEWS SR.  
 1201 KILGORE  
 Bellefontaine Nbrs. MO 63137

*Bobby M. Mathews Sr.* ✓  
 \_\_\_\_\_  
 Authorized Signature

*11/28/23*  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Authorized Signature

\_\_\_\_\_  
 Date



Byrd Plumbing, Inc.  
500 Little Hills Industrial Blvd, Saint Charles, 63301, United States  
(314) 867-5696

RECEIVED

BILL TO  
BELLEFONTAINE CITY HALL  
9641 Bellefontaine Road  
St. Louis, MO 63137 USA

RECEIVED BY	✓
CITY OF BELLEFONTAINE NEIGHBORS	
DATE: 11/28/23	
FOR _____	Parker DEPT
APPROVED FOR PAYMENT	<i>[Signature]</i>
AMOUNT \$	\$165.00

*Equipment Maintenance #5511*

INVOICE	INVOICE DATE
29288588 B	Nov 21, 2023

JOB ADDRESS  
BELLEFONTAINE CITY HALL  
9641 Bellefontaine Road  
St. Louis, MO 63137 USA

Terms: Net 30  
Completed Date: 11/21/2023  
Payment Term: Due Upon Receipt  
Due Date: 11/21/2023

DESCRIPTION OF WORK

Arrived to test backflow in mini golf area in behind building. Device has already been winterized. Will return to test device when it is de winterized.

SUB-TOTAL	\$165.00
TOTAL DUE	\$165.00
BALANCE DUE	\$165.00

Thank you for choosing Byrd Plumbing, Inc.  
CUSTOMER AUTHORIZATION

This invoice is agreed and acknowledged. Payment is due upon receipt. A service fee will be charged for any returned checks, and a financing charge of 1% per month shall be applied for overdue amounts.

*[Signature]*  
Sign here

Date 11/21/2023

CUSTOMER ACKNOWLEDGEMENT

I have inspected all of the work done by Byrd Plumbing pursuant to the contract terms agreed by me at the above listed address. I find that all work has been completed in a satisfactory and workmanlike manner. I have been given the opportunity to address concerns and/or discrepancies in the work provided, and I either have no such concerns or have found no discrepancies or they have been addressed by Byrd Plumbing to my satisfaction. My signature here signifies my full and final acceptance of all work performed by the contractor pursuant to the contract as agreed.

*[Signature]*  
Sign here

Date 11/21/2023

# FACILITY REFUND RECEIPT

**Receipt #** 302151  
**Payment Date:** 11/14/23  
**Household:** 17456

Bellefontaine Neighbors  
 Parks and Recreation Department  
 9669 Bellefontaine Road  
 Bellefontaine Nbrs., MO 63137  
 Phone: (314)867-0700

DIONNE BECK  
 1134 WENTWORTH  
 Bellefontaine Nbrs. MO 63137

Hm Ph: (314)566-6306

**Reservation Cancellation: Recreation Center, Meeting Room 101**

Reserv. Contact: **DIONNE BECK**  
 Phone Number: **(314)566-6306**  
 Reserv. Number: **7580**  
 Status: **Cancelled**  
 Purpose: **WESLEY'S BIRTHDAY PARTY**  
 Anticipated Count: **47**

<u>Date(s) And Times</u>	<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
Sun 11/19/2023 11:00 am to 5:30 pm	100.00-	0.00	100.00-	0.00	0.00
Deposit:	72.00-	3.00	72.00-	3.00	0.00

Processed on 11/14/23 @ 2:16 pm by SJB

Total New Deposit Fees	72.00-
Total New Fees	100.00-
Discount Applied	0.00
<b>Total Due</b>	<b>172.00-</b>
Total Deposit Fees Refunded	72.00
Total Fees Refunded	100.00
<b>Total Refunded</b>	<b>172.00</b>

**Household Balance Information**

Overall Household Credit Balance Available	0.00
Overall Household Balance Due	0.00

Refund of: 172.00 Made By: Journal With Reference:

A refund of \$172.00 will be mailed to:  
 DIONNE BECK  
 1134 WENTWORTH  
 Bellefontaine Nbrs. MO 63137

  
 \_\_\_\_\_  
 Authorized Signature

11/14/23  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Authorized Signature

\_\_\_\_\_  
 Date



# INVOICE

832 Industry Drive  
 Tukwila WA 98188  
 PH: 206-575-3488/800-603-6802  
 Fax: 206-575-3927

DATE	INVOICE NO.
12/1/2023	11461

VENDOR# / CUSTOMER #:
FileOnQ / 20450

**BILL TO**

Bellefontaine Neighbors Police Dept.  
 Accounting  
 9641 Bellefontaine Road  
 St Louis MO 63137

**SHIP TO**

Bellefontaine Neighbors Police Dept.  
 Evidence  
 9641 Bellefontaine Road  
 St Louis, MO 63137

P.O. NO.	TERMS	DUE DATE	REP	SHIP DATE	SHIP VIA
2023MS	MONTHLY	12/1/2023	MTX	12/1/2023	Monthly MTX

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
MONTHLYMTX	FileOnQ Software Maintenance & Support Valid MONTHLY: DECEMBER 2023MS  **SPECIAL AGREEMENT** \$335.00 monthly licensing & support fee (S. ENGLUND)  EvidenceOnQ Server Database 1- Box Module 1 - Retention Module 1 - Signature Capture Module 1 - Document Collection 1 - Inventory Module 1 - eDocs & Imaging Module 6 - Reports 3 - EvidenceOnQ Concurrent Client Seat Licenses  OUT OF STATE - Missouri	1	335.00	335.00T
			0.00%	0.00

**RECEIVED BY** ✓  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: 11/30/23  
 FOR: Police DEPT  
 APPROVED FOR PAYMENT: Mrs SO 160  
 AMOUNT \$: 335.00

#5212

**\*\*ALL MAJOR CREDIT CARDS ACCEPTED\*\***

FileOnQ Technology/Product Protected by Patent No's  
 RE47071 & RE47094

Federal ID # 91- 1947942

<b>Total</b>	\$335.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	<b>\$335.00</b>

**QUESTIONS: 800-603-6802 Ext. 125 or Email: [Becky@FileOnQ.com](mailto:Becky@FileOnQ.com)**



Jeff Sullivan



5555 St. Louis Mills Blvd. #167  
Hazelwood, MO 63042  
314-225-0100  
NOW HIRING  
www.basspro.com/careers

SALE TRANSACTION

Cci 5201 Blazer Brass	\$14.99
0076683052018	
Cci 5201 Blazer Brass	\$14.99
0076683052018	
Bps Therma/black/xl/	\$19.99
0840194734264	
*Price Reduced:	
Rh Relaxed/stone/36x3	\$11.98
0786669700375	
** (Was \$19.99 - Saving \$8.01)	
*Price Reduced:	
Rh Relaxed/darks/36x3	\$11.98
0786669701105	
** (Was \$19.99 - Saving \$8.01)	
*Price Reduced:	
Rh Relaxed/darks/36x3	\$11.98
0786669701105	
** (Was \$19.99 - Saving \$8.01)	
*Price Reduced:	
Ozark Mountain Yd Fla	\$9.98
0900005252124	
** (Was \$22.99 - Saving \$13.01)	
*Price Reduced:	
Ozark Mountain Yd Fla	\$9.98
0900007439455	
** (Was \$22.99 - Saving \$13.01)	
DONATION	\$1.00
2194221	
SALESTAX \$105.87 @11.988%	\$12.69

Items in Transaction: 9  
TOTAL \$119.56  
DEBIT \*\*\*\*\*4208 \$119.56

PAYMENT CARD PURCHASE TRANSACTION  
CUSTOMER COPY

DEBIT \*\*\*\*\*4208  
Type: Chip Read Auth Code: 001488  
TC: FAA23E935C649A50 ARC: 00  
AID: A0000000980840 PAN Seq:

RECEIVED BY  
CITY OF BELLEFONTAINE NEIGHBORS  
DATE: 11/30/23  
FOR: P.W. DEPT  
APPROVED FOR PAYMENT  
AMOUNT \$ 105.87  
Acct # 5314

**PASS REFUND RECEIPT**

Receipt # 295139  
 Payment Date: 07/05/23  
 Household: 3470

Bellefontaine Neighbors  
 Parks and Recreation Department  
 9669 Bellefontaine Road  
 Bellefontaine Nbrs., MO 63137  
 Phone: (314)867-0700

MARJORIE DUNN  
 1223 ROXTON  
 Bellefontaine Nbrs. MO 63137

Hm Ph: (314)868-2353

**Pass Updated: GEN ID (Resident ID Card)**

Pass Holder: MARJORIE DUNN  
 Pass Number: 53704  
 Valid Dates: 07/03/2023 to 07/03/2024 (Dates Updated)

<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
0.00	5.00	0.00	5.00	0.00

**Pass Cancellation: WTRM PR (WEIGHT ROOM PRIMARY PASS)**

Pass Holder: MARJORIE DUNN  
 Pass Number: 67251  
 Valid Dates: 12/05/2022 to 12/05/2023

<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
50.00-	0.00	50.00-	0.00	0.00

Processed on 07/05/23 @ 9:59 am by SJB

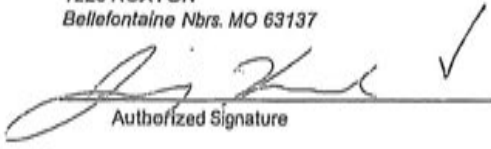
Total New Fees	50.00-
Discount Applied	0.00
<b>Total Due</b>	<b>50.00-</b>
Total Fees Refunded	50.00
<b>Total Refunded</b>	<b>50.00</b>

**Household Balance Information**

Overall Household Credit Balance Available 0.00  
 Overall Household Balance Due 0.00

Refund of: 50.00 Made By: Journal With Reference:  
 Payment of: 5.00 Made By: Credit Balance With Reference:

A refund of \$50.00 will be mailed to:  
 MARJORIE DUNN  
 1223 ROXTON  
 Bellefontaine Nbrs. MO 63137

   
 Authorized Signature

11/27/23  
 Date

\_\_\_\_\_  
 Authorized Signature

\_\_\_\_\_  
 Date

**FACILITY REFUND RECEIPT**

Receipt # 302439  
 Payment Date: 11/22/23  
 Household: 785

Bellefontaine Neighbors  
 Parks and Recreation Department  
 569 Bellefontaine Road  
 Bellefontaine Nbrs., MO 63137  
 Phone: (314)867-0700

RANDY COOK  
 921 DELAIRD  
 Bellefontaine Nbrs. MO 63137

Hm Ph: (314)258-6870

**Reservation Updated: Recreation Center, Meeting Room 101**

Reserv. Contact: CHARI COOK  
 Phone Number: (314)258-6870  
 Reserv. Number: 7560  
 Status: Firm  
 Purpose: bridal shower  
 Anticipated Count: 47

Date(s) And Times	New Fees	Total Fees	New Paid	Total Paid	Amount Due
Sat 11/18/2023 11:00 am to 5:30 pm	0.00	100.00	0.00	100.00	0.00
Deposit:	75.00-	0.00	75.00-	0.00	0.00

Facility Comments: No refunds or credits will be given for cancellations made less than 2 weeks before the event. A \$3.00 service charge will be made for cancellations made more than 2 weeks in advance.

Processed on 11/22/23 @ 8:19 am by ANS

Total New Deposit Fees	75.00-
Total New Fees	0.00
Discount Applied	0.00
<b>Total Due</b>	<b>75.00-</b>
Total Deposit Fees Refunded	75.00
Total Fees Paid	0.00
<b>Total Refunded</b>	<b>75.00</b>

**Household Balance Information**

Overall Household Credit Balance Available 0.00  
 Overall Household Balance Due 0.00

Refund of: 75.00 Made By: Journal With Reference:

A refund of \$75.00 will be mailed to:  
 COOK  
 921 DELAIRD  
 Bellefontaine Nbrs. MO 63137

Randy N. Stinson ✓      11/22/23  
 Authorized Signature      Date      Authorized Signature      Date

# FACILITY REFUND RECEIPT

**Receipt #** 302438  
**Payment Date:** 11/22/23  
**Household:** 12542

Bellefontaine Neighbors  
 Parks and Recreation Department  
 569 Bellefontaine Road  
 Bellefontaine Nbrs., MO 63137  
 Phone: (314)867-0700

SHIRLEY THOMAS  
 9475 YORKTOWN  
 Bellefontaine Nbrs. MO 63137

Hm Ph: (314)312-9166

**Reservation Updated: Recreation Center, Meeting Room 109**

**Reserv. Contact:** SHIRLEY THOMAS  
**Phone Number:** (314)312-9166  
**Reserv. Number:** 7592  
**Status:** Firm  
**Purpose:** Family Picture Day

<u>Date(s) And Times</u>	<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
Sun 11/19/2023 11:00 am to 05:30 pm	0.00	90.00	0.00	90.00	0.00
<b>Deposit:</b>	75.00-	0.00	75.00-	0.00	0.00

**Facility Comments** No refunds or credits will be given for cancellations made less than 2 weeks before the event. A \$3.00 service charge will be made for cancellations made more than 2 weeks in advance.

Processed on 11/22/23 @ 8:16 am by ANS

Total New Deposit Fees	75.00-
Total New Fees	0.00
Discount Applied	0.00
<b>Total Due</b>	<b>75.00-</b>
Total Deposit Fees Refunded	75.00
Total Fees Paid	0.00
<b>Total Refunded</b>	<b>75.00</b>

**Household Balance Information**

Overall Household Credit Balance Available	0.00
Overall Household Balance Due	0.00

Refund of: 75.00 Made By: Journal With Reference:

A refund of \$75.00 will be mailed to:  
 SHIRLEY THOMAS  
 9475 YORKTOWN  
 Bellefontaine Nbrs. MO 63137

  
 Authorized Signature

11/27/23  
 Date

Authorized Signature

Date

# FACILITY REFUND RECEIPT

**Receipt #** 302554  
**Payment Date:** 11/28/23  
**Household:** 7601

Bellefontaine Neighbors  
 Parks and Recreation Department  
 369 Bellefontaine Road  
 Bellefontaine Nbrs., MO 63137  
 Phone: (314)867-0700

**STACYE FORD**  
 1152 KILGORE  
 Bellefontaine Nbrs. MO 63137

Hm Ph: (314)372-5129

**Reservation Updated: Recreation Center, Meeting Room 101**

**Reserv. Contact:** STACYE FORD  
**Phone Number:** (314)372-5129  
**Reserv. Number:** 7576  
**Status:** Firm  
**Purpose:** Baby Shower  
**Anticipated Count:** 40

Date(s) And Times	New Fees	Total Fees	New Paid	Total Paid	Amount Due
Sat 11/25/2023 11:00 am to 5:30 pm	0.00	100.00	0.00	100.00	0.00
<b>Deposit:</b>	75.00-	0.00	75.00-	0.00	0.00

**Facility Comments** No refunds or credits will be given for cancellations made less than 2 weeks before the event. A \$3.00 service charge will be made for cancellations made more than 2 weeks in advance.

Processed on 11/28/23 @ 9:41 am by ANS

Total New Deposit Fees	75.00-
Total New Fees	0.00
Discount Applied	0.00
<b>Total Due</b>	<b>75.00-</b>
Total Deposit Fees Refunded	75.00
Total Fees Paid	0.00
<b>Total Refunded</b>	<b>75.00</b>

**Household Balance Information**

Overall Household Credit Balance Available 0.00  
 Overall Household Balance Due 0.00

Refund of: 75.00 Made By: Journal With Reference:

A refund of \$75.00 will be mailed to:

STACYE FORD  
 1152 KILGORE  
 Bellefontaine Nbrs. MO 63137

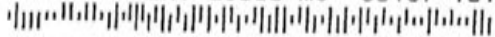
	11/28/23	_____	_____
Authorized Signature	Date	Authorized Signature	Date



7834 0300 NO RP 06 33062023 YNHNHNNH 0003766 S1 T17

3766 1 AB 0.534

BELLEFONTAINE CTY REC  
ACCOUNTS PAYABLE  
9669 BELLEFONTAINE RD  
SAINT LOUIS MO 63137-1818



### ACCOUNT INVOICE

My Customer Number: 2559761

Please Pay By: Upon Receipt

Total Due: \$71.00

**PAY ONLINE**  
TerminixCommercial.com

**PAY BY PHONE**  
1.855.456.3631

**QUESTIONS**  
• 1.800.TERMINIX  
• TerminixCommercial.com

### ! YOUR ACCOUNT IS PAST DUE.

If you're having trouble paying your bill, we can work with you. Just call 1.800.TERMINIX to speak with a billing representative. You can also pay your bill online or by mail.



SERVICE DATE	DESCRIPTION OF SERVICES & SERVICE ADDRESS	INVOICE NUMBER	CHARGES	PAYMENTS / CREDITS	NET AMOUNT
10/03/2023	Pest Control Work Order 19671228887 Environmental and Safety Surcharge	438730312	\$66.00 \$5.00		
	Location: 9669 BELLEFONTAINE RD, SAINT LOUIS MO 63137				\$71.00

RECEIVED BY  CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: 11/22/23  
 FOR \_\_\_\_\_ DEPT \_\_\_\_\_  
 APPROVED FOR PAYMENT   
 AMOUNT \$ 71.00

RECEIVED

DUE DATE: Upon Receipt      *Building maintenance #5032*      TOTAL DUE: \$71.00

The environmental and safety surcharge covers ongoing costs required for maintaining environmental and safety initiatives for our employees and customers. This includes but is not limited to transportation improvements, safety training and service safety protocols as they may pertain to each industry we service. Limitations apply.

Please tear along line to remit.

### Payment Options:

- EasyPay automated payments (sign up at TerminixCommercial.com)
- Pay online at My Account at TerminixCommercial.com
- Pay by phone at 1.855.456.3631
- Pay by enclosed check
- Credit card payment. Please fill out the following:

Circle One: DISCOVER    VISA    MasterCard    American Express  
( \_\_\_\_\_ )    Exp date: \_\_\_\_ / \_\_\_\_

Name (as it appears on credit card): \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Amount Due: \$71.00

Amount Paid: \_\_\_\_\_

Invoice Number: 438730312  
Customer Number: 2559761

BELLEFONTAINE CTY REC  
ACCOUNTS PAYABLE  
9669 BELLEFONTAINE RD  
SAINT LOUIS MO 63137

Sign up for EasyPay  
automated payments at  
[TerminixCommercial.com](http://TerminixCommercial.com)

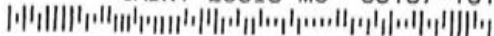
REMIT TO:  
TERMINIX PROCESSING CENTER  
PO BOX 802155  
CHICAGO IL 60680-0



7534 0300 NO RP DL 11062023 YNNNNNNN 0003761 51 T17

3769 1 AB 0.534

BELLEVILLE CTY REC  
ACCOUNTS PAYABLE  
9669 BELLEVILLE RD  
SAINT LOUIS MO 63137-1818



### ACCOUNT INVOICE

My Customer Number: 2559761

Please Pay By: Upon Receipt

Total Due: \$71.00

PAY ONLINE  
TerminixCommercial.com

PAY BY PHONE  
1.855.456.3631

QUESTIONS  
• 1.800.TERMINIX  
• TerminixCommercial.com

### ! YOUR ACCOUNT IS PAST DUE.

If you're having trouble paying your bill, we can work with you. Just call 1.800.TERMINIX to speak with a billing representative. You can also pay your bill online or by mail.



SERVICE DATE	DESCRIPTION OF SERVICES & SERVICE ADDRESS	INVOICE NUMBER	CHARGES	PAYMENTS / CREDITS	NET AMOUNT
09/05/2023	Pest Control Work Order 19605759160 Environmental and Safety Surcharge	437629163	\$66.00 \$5.00		
Location: 9669 BELLEVILLE RD, SAINT LOUIS MO 63137					\$71.00

RECEIVED BY  
CITY OF BELLEVILLE NEIGHBORS  
DATE: 11/26/23  
FOR: Parks DEPT  
APPROVED FOR PAYMENT: *[Signature]*  
AMOUNT \$ 71.00

*Building Maintenance #5032*

**DUE DATE: Upon Receipt** **TOTAL DUE: \$71.00**

The environmental and safety surcharge covers ongoing costs required for maintaining environmental and safety initiatives for our employees and customers. This includes but is not limited to transportation improvements, safety training and service safety protocols as they may pertain to each industry we service. Limitations apply.

Please tear along line to remit.

### Payment Options:

- EasyPay automated payments (sign up at TerminixCommercial.com)
- Pay online at My Account at TerminixCommercial.com
- Pay by phone at 1.855.456.3631
- Pay by enclosed check
- Credit card payment. Please fill out the following:

Circle One: DISCOVER VISA MasterCard American Express

( ) Exp date: /

Name (as it appears on credit card):

Authorized Signature:

Amount Due: \$71.00

Amount Paid:

Invoice Number: 437629163  
Customer Number: 2559761

BELLEVILLE CTY REC  
ACCOUNTS PAYABLE  
9669 BELLEVILLE RD  
SAINT LOUIS MO 63137

Sign up for EasyPay  
automated payments at  
TerminixCommercial.com

REMIT TO:  
TERMINIX PROCESSING CENTER  
PO BOX 802155  
CHICAGO IL 60680-0



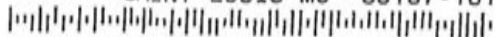




7534 0300 NO RP 13 11132023 YNNNNNNH 000636 SL T32

8816 1 AB 0.534

BELLEFONTAINE CTY REC  
 ACCOUNTS PAYABLE  
 9669 BELLEFONTAINE RD  
 SAINT LOUIS MO 63137-1818



ACCOUNT INVOICE	
My Customer Number:	2559761
Please Pay By:	11/27/2023
Total Due:	\$71.00

- PAY ONLINE**  
TerminixCommercial.com
- PAY BY PHONE**  
1.855.456.3631
- QUESTIONS**  
• 1.800.TERMINIX  
• TerminixCommercial.com

**EASY WAYS TO PAY YOUR TERMINIX® INVOICE**

Paying your bill is easy, especially online. Just visit the "Manage My Account" portal at TerminixCommercial.com and sign up with your Customer Number: 2559761 and phone number to start paying bills online.



SERVICE DATE	DESCRIPTION OF SERVICES & SERVICE ADDRESS	INVOICE NUMBER	CHARGES	PAYMENTS / CREDITS	NET AMOUNT
11/07/2023	Pest Control Work Order 19741471357	440037941	\$66.00		
	Environmental and Safety Surcharge		\$5.00		
	Location: 9669 BELLEFONTAINE RD, SAINT LOUIS MO 63137				\$71.00

RECEIVED BY  
 CITY OF BELLEFONTAINE NEIGHBORS  
 DATE: 11/28/23  
 FOR: Parks DEPT  
 APPROVED FOR PAYMENT: *[Signature]*  
 AMOUNT \$ 71.00

**DUE DATE: 11/27/2023**      *Building Maintenance*      **TOTAL DUE: \$71.00**

This invoice reflects payments received by 11/13/2023. If you have not paid your previous balance, please make your payment today. Any Year in Advance payment received will be applied to any previous balance on this agreement. The environmental and safety surcharge covers ongoing costs required for maintaining environmental and safety initiatives for our employees and customers. This includes but is not limited to transportation improvements, safety training and service safety protocols as they may pertain to each industry we service. Limitations apply.

Please tear along line to remit.

- Payment Options:**
- EasyPay automated payments (sign up at TerminixCommercial.com)
  - Pay online at My Account at TerminixCommercial.com
  - Pay by phone at 1.855.456.3631
  - Pay by enclosed check
  - Credit card payment. Please fill out the following:

Circle One: DISCOVER   VISA   MasterCard   American Express  
 ( \_\_\_\_\_ )      Exp date: \_\_\_\_ / \_\_\_\_  
 Name (as it appears on credit card): \_\_\_\_\_  
 Authorized Signature: \_\_\_\_\_  
 Amount Due: \$71.00    1 year in advance: \$828.24  
 Amount Paid: \_\_\_\_\_

8.1% 10.9%  
 when you pay  
 1-Year in advance

Invoice Number: 440037941  
 Customer Number: 2559761  
 BELLEFONTAINE CTY REC  
 ACCOUNTS PAYABLE  
 9669 BELLEFONTAINE RD  
 SAINT LOUIS MO 63137

**REMIT TO:**  
 TERMINIX PROCESSING CENTER  
 PO BOX 802155  
 CHICAGO IL 60680-0

3 00000000 10 000025597612 00000000004400379412 0000710000082824 5

**INTRODUCED BY ALDERMAN PEG WARNUSZ**

BILL NO. 2680

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

**AN ORDINANCE AMENDING SECTION 5-54 OF ARTICLE IV OF CHAPTER 5 OF THE CODE OF ORDINANCES OF THE CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI.**

**WHEREAS**, Chapter 5 of the Code of Ordinances of the City of Bellefontaine Neighbors, Missouri (the "City") sets forth provisions concerning buildings and building regulations of the City; and

**WHEREAS**, Sections 5-54(a), 5-54(c) and 5-54(d) of Article IV of Chapter 5 of the Code of Ordinances of the City provides regulations concerning fencing in residential districts R-1, R-2, R-3 and those residential lots in other zoning districts of the City;

**WHEREAS**, parts of Sections 5-54(a) 5-54(c) and 5-54(d) regarding fencing and rear yard privacy on residential lots in the City are outdated; and

**WHEREAS**, the Board of Aldermen desire and finds it in the best interest of the City to update and amend Section 5-54 of Article IV of Chapter 5 of the Code of Ordinances of the City with respect to fencing on residential lots in the City.

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

**Section One.**

Section 5-54 of Article IV of Chapter 5, Administration of the Code of Ordinances of the City of Bellefontaine Neighbors, Missouri is hereby amended by enacting a new Section 5-54 thereof, to read as follows:

**Chapter 5. Building and Building Regulations**

**Article II. Fences and Similar Structures**

**Sec. 5-54 Regulations of residential R-1, R-2, R-3 and those residential lots in other zoning districts.**

(a) *Perimeter fences*: It is the preference and policy of the city that all perimeter fences on residential lots should be wooden or vinyl fences having the configuration of traditional wooden board fences with vertical flat "boards" on at least two (2) parallel rails supported by periodic posts.

The construction or installation of a perimeter fence shall require the issuance of a permit by the city engineer. Any person desiring to construct or install on a residential lot any perimeter fence

of a type other than wooden, or vinyl as described above shall first apply to the city engineer for a permit to do so, which application shall detail the location, materials and installation details as may be required by the city engineer. Any perimeter fence other than a wooden or vinyl as described above shall be constructed of materials as listed in the definition of "perimeter fences" in section 5-51 of this code and be consistent with the general architecture of the neighborhood in the city as determined by the city engineer.

In determining whether or not a proposed fence is consistent with the general architecture of a neighborhood, the city engineer may consider whether there is a predominance of any particular style and/or material commonly used for fences in the neighborhood of the proposed fence and whether the proposed fence, either in its materials, method of construction, color or other physical characteristics, would be unsightly, grotesque, unsuitable or incompatible when compared to fences and buildings in the surrounding area and, consequently, would be detrimental to the stability of values of surrounding properties.

If the proposed fence complies with any applicable subdivision indenture regulations, that fact may also be considered by the city engineer in assessing architectural conformity.

No permit for construction of a residential perimeter fence other than a wooden or vinyl as described above shall be issued prior to the expiration of thirty (30) days from the date the completed application shall have been filed, during which time the city engineer shall investigate and consider the architectural conformity of the proposed fence in accord with this section. The city engineer shall act upon the application within fifteen (15) days after the expiration of the said thirty (30) day period.

(1) No fences are permitted in the front yard, and no privacy screening or decorative materials may be included as part of a fence.

(2) The maximum height of all residential fences shall be seventy-two (72) inches above grade.

(3) Fences shall have not less than thirty percent (30%) open area.

(4) Appropriate gates shall be installed for adequate ingress and egress to the fenced area. All rails, posts, braces, etc., shall face the owner's side of the fence.

(b) *Dog run or pen:* A dog run or dog pen shall be constructed of chain link fencing material only, not more than six (6) feet in height above grade, except where subdivision restrictions specify otherwise, and shall not enclose an area of more than two hundred (200) square feet in the rear yard only, with the width of same not less than five (5) feet and the length not exceeding forty (40) feet. No dog run shall be closer than ten (10) feet to another parallel fence, property line or structure.

(c) *Garden fence, permanent:* A regular perimeter fence, as provided for in paragraph (a) of this Section, may be constructed permanently with adequate gate for ingress and egress to enclose a specific area of not more than twenty-five percent (25%) of a rear or side yard for the purpose of use as a garden.

(d) *Rear yard privacy structure:* For a wood deck, patio area or in-ground pool:

(1) A privacy structure shall be constructed of wood or decorative masonry materials not to exceed six (6) feet in height above the floor of a wood deck or grade of patio area or in-ground pool of which the structure is designed to cause privacy.

(2) A privacy structure may screen an area in the rear yard not to exceed five hundred (500) square feet of the deck, patio area or in-ground pool.

(3) A privacy structure shall be constructed at least three (3) feet from a perimeter fence or other parallel structure not to exceed sixteen (16) feet in length per side and not to exceed three (3) sides of area to be screened.

(4) A privacy structure may be constructed as in subparagraph (d)(3) of this section, but may exceed sixteen (16) feet to the full length of a side or rear yard line which is adjacent to a commercial area or an area which may be considered unsightly, as determined by the city engineer.

(e) *Above-ground swimming pools:* All deck fences around an above-ground swimming pool may not exceed thirty-six (36) inches above the basic deck platform.

(f) *Decorative structures and trellises:* A decorative structure and/or trellis may be constructed of wood, stone, decorative masonry or wrought iron material on a lot in the front, side or rear yard. Such decorative structure may be installed next to a driveway or sidewalk and a minimum of three (3) feet from all property lines and shall allow for adequate ingress and egress of vehicles at the driveway. The type of structure and location shall be subject to that which may be deemed prudent by the city engineer or for safety and with the general architectural conformity in the City.

## **Section Two.**

(a) *Grandfather Provision.* This Section shall not apply to the following:

(1) All six (6) foot privacy fencing existing before the effective date of this Ordinance

(2) All motorized (electrical opening fences) existing before the effective of this Ordinance

## **Section Three.**

It is hereby declared to be the intention of the Board of Aldermen that the sections, subsections, paragraphs, sentences, clauses, phrases, and words of this ordinance shall be severable, and if any section, subsection, paragraph, sentence, clause, phrase, or words of this ordinance shall, for any reason, be held unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The City of Bellefontaine Neighbors, Missouri hereby declares that it would have passed this ordinance, and each section, subsection,

clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional.

**Section Four.**

The Chapter, Article, and/or Section assignments designated in this Ordinance may be revised and altered in the process of recodifying or servicing the Code of Ordinances of the City of Bellefontaine Neighbors, Missouri upon supplementation of such code if, in the discretion of the editor, an alternative designation would be more reasonable. In adjusting such designations, the editor may also change other designations and numerical assignment of code sections to accommodate such changes.

**Section Five.**

This Ordinance shall take effect and be in force from and after passage and approval by the Mayor.

7

**PASSED BY THE BOARD OF ALDERMEN FOR THE CITY OF BELLEFONTAINE NEIGHBORS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

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

Attest:

\_\_\_\_\_  
Semmie Ruffin-Hall, City Clerk

**APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

\_\_\_\_\_  
Dinah L. Tatman., Mayor

Attest:

\_\_\_\_\_  
Semmie Ruffin-Hall, City Clerk



**AN ORDINANCE OF THE CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI, AMENDING CHAPTER 22, SECTION 22-16 TO RE-ESTABLISH THE FEE FOR REPAIR OF LATERAL SEWER SERVICE LINES AND ESTABLISHING ELIGIBLE COSTS TO BE PAID BY THE CITY.**

**WHEREAS**, Section 249.422 R.S.Mo. 2016 authorizes all Cities of the State of Missouri located within a sewer district established pursuant to Article VI, Section 30(a) Mo. Const. to enact an ordinance imposing an annual fee not to exceed Fifty Dollars (\$50.00) per year for the repair of lateral sewer service lines on residential property having six (6) or less dwelling units, if approved by a majority of the voters voting on the proposal; and

**WHEREAS**, on April 6, 1999, the Board of Aldermen submitted to the voters of the City a proposal to enact an ordinance imposing an annual fee not to exceed twenty-eight dollars (\$28) per year for the repair of defective lateral sewer service lines on residential property having six (6) or less dwelling units, if approved by a majority of the voters voting on the proposition; and

**WHEREAS**, a majority of the voters voting on the proposal approved such annual fee; and

**WHEREAS**, the City enacted Section 22-16 of Chapter 22 of the City Code to implement an annual fee not to exceed twenty-eight dollars (\$28) per year for the repair of defective lateral sewer service lines on residential property having six (6) or less dwelling units; and

**WHEREAS**, the Board of Aldermen of the City of Bellefontaine Neighbors has found that instead of increasing the annual fee currently imposed for the repair of defective lateral sewer service lines on all residential property having six (6) or less dwelling units, it would be in the best interests of the citizens of the City, and prudent for the City, to amend Chapter 22, Section 22-16 of the City Code to impose a maximum amount that the City will pay towards eligible costs for defective lateral sewer service line repairs.

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

**Section One.**

Section 22-16 of Chapter 22 Sewers and Sewage Disposal is hereby amended as follows:

**Chapter 22 Sewers and Sewage Disposal**

Section 22-16. Establishing a fee for repair of lateral sewer service lines.

- (a) *Annual fee.* There shall remain levied and imposed on all residential property having (6) or less dwelling units an annual fee of twenty-eight dollars (\$28) to provide funds to pay

the cost of certain repairs for defective lateral sewer service lines of those dwelling units.

- (b) *Repair fund.* The funds collected pursuant to this section shall be deposited in a special account to be used solely for the purpose of paying for all or a portion of the costs reasonably associated with and necessary to administer and carry out the defective lateral sewer service line repairs. All interest generated on deposited funds shall be accrued to the special account established for the repair of lateral sewer service lines.
- (c) *Eligible costs.* The City will pay eligible costs up to a maximum of \$7,500 for defective lateral sewer service line repairs. Any costs in excess of this amount shall be the responsibility of the owner.
- (d) *Additional fund sources.* The collector of revenue of the city may add such fee to the general tax levy bills of property owners within the city. All revenues received on such combined bill which are for the purpose of providing for, ensuring or guaranteeing the repair of lateral sewer lines, shall be separated from all other revenues so collected and credited to the appropriate fund or account of the city, as specified above.

[NOTE: Other Sections are not altered, amended or affected in any way by this amendment and remain in full force and effect. For that reason these Sections are not set forth here in full.]

## **Section Two.**

This Ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor.



PASSED BY THE BOARD OF ALDERMEN FOR THE CITY OF BELLEFONTAINE NEIGHBORS THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

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

**ATTEST:**

\_\_\_\_\_  
Semmie Ruffin-Hall, City Clerk

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
Dinah L. Tatman, Mayor

**ATTEST:**

\_\_\_\_\_  
Semmie Ruffin-Hall, City Clerk

INTRODUCED BY ALDERMAN ALEASE DAILES

RESOLUTION NO.2023-03

**A RESOLUTION OF THE CITY OF BELLEFONTAINE  
NEIGHBORS, MISSOURI TO COMPENSATE THE MEMBERS  
OF THE IMAGE AND BEAUTIFICATION BOARD.**

**WHEREAS**, the Board of Aldermen previously approved the creation of an advisory committee known as the Bellefontaine Neighbors Image and Beautification Board to recommend projects to improve the quality of life for residents of the City of Bellefontaine Neighbors, Missouri (the "City") by enhancing the appearance and image of the community; and

**WHEREAS**, the Image and Beautification Board has assisted the City in achieving these goals by overseeing certain projects undertaken by the Parks, and Recreation Board.

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

**SECTION ONE.** The Board hereby approves the payment of \$60.00 to the Chair of the Image and Beautification Board, Earlyn Gordon, \$45.00 to Board Member Caroline McDonald, \$45.00 to Board Member Jennie Stewart, \$30.00 to Board Member Shelley Davis, and \$30.00 to Board Member Rodney Weeden of the Image and Beautification Board in consideration of their participation in certain projects on behalf of the City to assist the City in its efforts to improve the quality of life for residents of the City during the third quarter of the calendar year 2023.

**SECTION TWO.** The Mayor and Board shall implement this Resolution and develop any supplemental policy or procedure needed to govern such Resolution.

**SECTION THREE.** This Resolution shall be in full force and effect from and after its passage by the Board and approval by the Mayor.

**THIS RESOLUTION WAS PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

\_\_\_\_\_  
Dinah L. Tatman, Mayor

Attest:

\_\_\_\_\_  
Semmie Ruffin-Hall, City Clerk

INTRODUCED BY THERESA HESTER

BILL NO. 2682

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

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR OF THE CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI, TO EXECUTE AND ENTER INTO A CONTRACT ON BEHALF OF THE CITY OF BELLEFONTAINE NEIGHBORS WITH CRWILLIAMS & ASSOCIATES LLC FOR AUDIT SERVICES.

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

**Section 1.** The Mayor and other appropriate city officials are hereby authorized to execute and enter into an agreement on behalf of the City with CRWilliams & Associates LLC (“CRWilliams”), whereby CRWilliams will provide audit services for the City of Bellefontaine Neighbors in substantial accord with the terms and conditions set forth in Exhibit A attached hereto and incorporated herein by this reference, together with such amendments, addenda or revisions thereto in form or substance as may be approved by the City Attorney.

**Section 2.** This Ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor.

PASSED BY THE BOARD OF ALDERMEN FOR THE CITY OF BELLEFONTAINE NEIGHBORS ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

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

Attest:

\_\_\_\_\_  
Semmie Ruffin-Hall, City Clerk

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
Dinah L. Tatman, Mayor

Attest:

\_\_\_\_\_  
Semmie Ruffin-Hall, City Clerk

[CITY LETTERHEAD]

December \_\_, 2023

Mr. Joseph Joyner, CPA  
CRWilliams & Associates LLC  
Certified Public Accountants  
1257 Hornsby Avenue  
St. Louis, MO 63147

RE: Two-Year Municipal Audit Services Engagement

This engagement letter (the "Engagement Letter") confirms the City of Bellefontaine Neighbors, Missouri's (the "City") acceptance of CRWilliams & Associates LLC ("CRWilliams") proposal submitted August 11, 2023 (the "Proposal") in response to the City's Request For Qualifications ("RFQ") to provide audit services (the "Audit Services") to the City.

The City and CRWilliams hereby agree as follows:

1. The Proposal shall be attached to this Engagement Letter and incorporated herein by reference and shall, collectively with the Engagement Letter, be referred to as the "Agreement." The Audit Services to be provided are as more fully described in the Proposal.
2. The Audit Services performed by CRWilliams shall be provided in accordance with applicable Missouri statutes, rules and regulations, including but not limited to, Mo. Code Regs. tit. 5 § 30-4.030.
3. CRWilliams represents and warrants that it is an independent auditor who holds a current permit to practice public accounting in the state of Missouri and meets the requirements for continuing professional education and peer review, as defined by the regulations of the Missouri State Board of Accountancy and Government Auditing Standards. CRWilliams further represents and warrants that any third parties or subcontractors used by CRWilliams shall also meet these requirements.
4. Prior to commencing performance of the Audit Services, CRWilliams shall secure, and maintain in force until completion of the Audit Services, the following kinds of insurance in the following amounts:

TYPE OF COVERAGE	LIMITS OF LIABILITY
Professional Liability	\$2,000,000 (if applicable)

Certificates of Insurance evidencing the proper coverage and adding the City as an additional insured must be provided and accepted by the City prior to the start of Audit

EXHIBIT A

Services and any change in coverage must be reported thirty (30) days prior to taking effect. The insurance carrier must be an "A +" rated carrier. CRWilliams' policy must also state that it is primary over any other available insurance that CRWilliams may carry.

CRWilliams agrees that all Audit Services performed pursuant to this Agreement shall be at CRWilliams' exclusive risk until final and complete acceptance thereof by the City, and in case of any loss or damage thereto, in whole or in part, prior to such acceptance, however caused, such loss and/or damage shall be borne by CRWilliams.

5. Term and Termination.

a. This Agreement shall commence on the Effective Date and terminate on \_\_\_\_\_, 20\_\_\_. Either party may terminate this Agreement at any time upon thirty (30) days advance written notice to the other party.

b. Either party may terminate this Agreement immediately upon notice to the other party if the other party breaches or is in default of any obligation hereunder, including the failure to make any payment when due, if said default has not been cured within thirty (30) days after receipt of written notice from the non-defaulting party.

c. Upon termination of this Agreement, CRWilliams shall immediately cease performing any Audit Services and CRWilliams shall pay CRWilliams any compensation due for Audit Services actually rendered. Sections 4, 5, 6, 7, 8 and 9 shall survive the termination of this Agreement. Termination of this Agreement by either party shall not act as a waiver of any breach of this Agreement and shall not act as a release of either party from any liability for breach of such party's obligations under this Agreement. Neither party shall be liable to the other for damages of any kind solely as a result of terminating this Agreement in accordance with its terms, nor shall termination of this Agreement by a party be without prejudice to any other right or remedy of such party under this Agreement or applicable law.

6. Indemnification.

To the fullest extent permitted by law, CRWilliams agrees to indemnify, defend and hold harmless the City, its officers, agents, volunteers, lessees, invitees, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of, or related to CRWilliams' performance of the Audit Services, including illness, sickness or the contracting of a contagion or an injury to a person or persons, whether bodily injury or other personal injury (including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of its officers, agents and volunteers, or anyone directly or indirectly employed or hired by CRWilliams or anyone for whose acts regarding CRWilliams may be liable, regardless of whether caused in part by the negligence or wrongdoing of City and any of its agents or

employees. Nothing in this Agreement shall constitute or be considered a waiver of the District's sovereign immunity.

7. Confidentiality.

a. By virtue of this Agreement, the parties may have access to information that is confidential to one another ("Confidential Information"). For purposes of this Agreement, Confidential Information of a party means information, ideas, materials or other subject matter of such party, whether disclosed orally, in writing or otherwise, that is provided under circumstances reasonably indicating that it is confidential or proprietary. Confidential Information includes, without limitation, all business plans, technical information or data, product ideas, methodologies, calculation algorithms and analytical routines; and all personnel, District, and financial information or materials disclosed or otherwise provided by such party ("Disclosing Party") to the other party ("Receiving Party"). Confidential Information does not include that which (i) is already in CRWilliams' possession at the time of disclosure to CRWilliams, (ii) is or becomes part of public knowledge other than as a result of any action or inaction of the District, (iii) is obtained by CRWilliams from an unrelated third party without a duty of confidentiality, (iv) is independently developed by CRWilliams or (v) is a matter of public record.

b. The Receiving Party shall not use Confidential Information of the Disclosing Party for any purpose other than in furtherance of this Agreement and the activities described herein. The Receiving Party shall not disclose Confidential Information of the Disclosing Party to any third parties except as otherwise permitted hereunder. The Receiving Party may disclose Confidential Information of the Disclosing Party only to those employees or contractors who have a need to know such Confidential Information and who are bound to retain the confidentiality thereof under provisions (including, without limitation, provisions relating to nonuse and nondisclosure) no less restrictive than those required by the Receiving Party for its own Confidential Information. The Receiving Party shall maintain Confidential Information of the Disclosing Party with at least the same degree of care it uses to protect its own proprietary information of a similar nature or sensitivity, but no less than reasonable care under the circumstances. Each party shall advise the other party in writing of any misappropriation or misuse of Confidential Information of the other party of which the notifying party becomes aware.

c. Notwithstanding the foregoing, this Agreement shall not prevent the Receiving Party from disclosing Confidential Information of the Disclosing Party to the extent required by a judicial order or other legal obligation, provided that, in such event, the Receiving Party shall promptly notify the Disclosing Party to allow intervention (and shall cooperate with the Disclosing Party) to contest or minimize the scope of the disclosure (including application for a protective order).

d. The Receiving Party acknowledges that the Disclosing Party considers its Confidential Information to contain trade secrets of the Disclosing Party and that any unauthorized use or disclosure of such information would cause the Disclosing Party

irreparable harm for which its remedies at law would be inadequate. Accordingly, each party (as the Receiving Party) acknowledges and agrees that the Disclosing Party will be entitled, in addition to any other remedies available to it at law or in equity, to the issuance of injunctive relief, without bond, enjoining any breach or threatened breach of the Receiving Party's obligations hereunder with respect to the Confidential Information of the Disclosing Party, and such further relief as any court of competent jurisdiction may deem just and proper.

e. Upon termination of this Agreement, the Receiving Party will immediately return to the Disclosing Party all Confidential Information of the Disclosing Party embodied in tangible (including electronic) form or destroy all such Confidential Information and certify in writing to the Disclosing Party that all such Confidential Information has been destroyed.

## 8. General Provisions.

a. CRWilliams represents and warrants as follows:

(1) CRWilliams is incorporated in and is and shall remain in good standing under the laws of the State of Missouri and any other applicable laws, and is duly authorized to conduct business under this Agreement.

(2) CRWilliams has full power and authority to enter into this Agreement and carry out all of its terms and provisions.

(3) This Agreement has been duly authorized by all necessary institutional action and represents the legally binding and fully enforceable obligation of, and the persons entering into and executing this Agreement on behalf of CRWilliams are fully authorized to do so.

(4) No part of this Agreement or of any activity to be undertaken by CRWilliams hereunder shall violate or otherwise be inconsistent with any provision of:

- i. any judicial or administrative order or ruling applicable to CRWilliams, or
- ii. any statute, rule or regulation applicable to CRWilliams or to CRWilliams' activities under this Agreement.

b. To the extent it is required, CRWilliams shall comply with Missouri Revised Statutes §285.530. Pursuant to Missouri Revised Statutes §285.530, all business entities awarded any contract in excess of five thousand dollars (\$5,000) with a Missouri public school district must, as a condition to the award of any such contract, be enrolled and participate in a federal work authorization program with respect to the employees working in connection with the contracted services being provided, or to be provided, to the District (to the extent allowed by E-Verify) as set out in ATTACHMENT A. Compliance with this provision requires completion of ATTACHMENT B.



c. CRWilliams shall not discriminate on the basis of race, religion, sex, creed, national origin, handicap, marital status, or veteran's status in its operation, management, and employment practices, and with respect to availability and accessibility of services to the public. CRWilliams agrees to comply with all applicable laws of the State of Missouri and of the United States of America, regarding such non-discrimination and equality of opportunity.

d. Neither party shall be liable for any delays or failures in performance due to circumstances beyond its control, including acts of God, war, terrorist acts, government regulations, disaster, strikes, civil disaster, or curtailment of transportation facilities, provided the party experiencing the force majeure condition provides immediate written notification to the other party.

e. The delay or failure by CRWilliams to exercise or enforce any of its rights under this Agreement shall not constitute or be deemed a waiver of CRWilliams' right thereafter to enforce those rights, nor shall any single or partial exercise of any such right preclude any other or further exercise thereof or the exercise of any other right.

f. The provisions of this Agreement shall be severable and if any provision of this Agreement is deemed unenforceable, then such provision shall be enforced to the maximum extent possible under applicable law so as to effect the intent of the parties and the other provisions of this Agreement shall continue in full force and effect.

g. Nothing in this Agreement shall create a contractual relationship with or a cause of action in favor of any third party. It is agreed by the District and CRWilliams that this Agreement is intended for the benefit of the District and CRWilliams only and not for the benefit of CRWilliams' subcontractors, including suppliers, or any of their employees or agents, or any other person or entity.

h. This Agreement may not be assigned by CRWilliams without the written consent of the City.

i. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof, and supersedes all prior or contemporaneous communications, negotiations, and agreements, written or oral, regarding the subject matter hereto. No modification or amendment or waiver to this Agreement will be effective unless in writing and signed by each of the parties.

j. Any and all notices, demands, requests, or other communications required or permitted by this Agreement or by law to be served on, given to, or delivered to any party hereto by any other party to this Agreement, shall be in writing and shall be deemed duly served when deposited in the United States mail, first-class postage prepaid, return receipt requested, registered with an overnight carrier for delivery, or through personal deliverance, addressed to the party at the address as listed below, or any subsequent address or key contact person the parties may designate in writing under this paragraph:

**IF TO CRWILLIAMS:**

CRWilliams & Associates LLC

\_\_\_\_\_  
\_\_\_\_\_  
Attention: \_\_\_\_\_

**IF TO CITY:**

City of Bellefontaine Neighbors, MO  
9641 Bellefontaine Road  
St. Louis, Missouri 63137  
Attention: Mayor Dinah L. Tatman

k. The Agreement shall be construed in accordance with and governed by the internal laws of the State of Missouri, without regard to or application of provisions relating to choice of law. If any dispute arises out of this Agreement, which results in litigation, the venue of such litigation shall be St. Louis County, Missouri. The parties agree that should a dispute arise regarding the subject matter herein, the prevailing party shall be awarded reasonable attorneys' fees and costs for such litigation and any and all appeals.

9. CRWilliams will not begin its performance of the Audit Services for the City pursuant to this until the City has notified CRWilliams in writing that the City has completed its banking reconciliations for Fiscal Years 2021-2022 and 2022-2023.

10. The following documents are attached hereto and incorporated herein by reference:

ATTACHMENT A - FEDERAL WORK AUTHORIZATION PROGRAM ("E-VERIFY") ADDENDUM

ATTACHMENT B - FEDERAL WORK AUTHORIZATION PROGRAM AFFIDAVIT

City of Bellefontaine Neighbors, Missouri Request For Quotations For Auditing Services dated August 14, 2023 ("RFQ")

CRWilliams & Associates LLC Proposal for Two-Year Municipal Audit Services City of Bellefontaine Neighbors For the Contract Period Through June 30, 2023

In the event of any inconsistency between the Proposal and/or the RFQ and/or the Engagement Letter, the terms of the RFQ and the Engagement Letter shall prevail over other documents.

Very truly yours,

\_\_\_\_\_  
Mayor Dinah L. Tatman  
City of Bellefontaine Neighbors, MO

CRWilliams & Associates LLC  
December \_\_\_\_, 2023  
Page 7

This Engagement Letter and Agreement is  
acknowledged and agreed to by CRWilliams:

\_\_\_\_\_  
Name \_\_\_\_\_  
Title \_\_\_\_\_

\_\_\_\_\_  
Date

CRWilliams & Associates LLC,  
Certified Public Accountants

## ATTACHMENT A

### FEDERAL WORK AUTHORIZATION PROGRAM ("E-VERIFY") ADDENDUM

Pursuant to Missouri Revised Statute §285.530, all business entities awarded any contract in excess of five thousand dollars (\$5,000) with a Missouri public school district must, as a condition to the award of any such contract, be enrolled and participate in a federal work authorization program with respect to the employees working in connection with the contracted Services being provided, or to be provided, to the District (to the extent allowed by E-Verify). In addition, the business entity must affirm the same through sworn affidavit and provision of documentation. In addition, the business entity must sign an affidavit that it does not knowingly employ any person who is an unauthorized alien in connection with the Services being provided, or to be provided, to the District.

Accordingly, you:

a) agree to have an authorized person execute the attached "Federal Work Authorization Program Affidavit" attached hereto as Exhibit A and deliver the same to the District prior to or contemporaneously with the execution of your contract with the District;

b) affirm you are enrolled in the "E-Verify" (formerly known as "Basic Pilot") work authorization program of the United States, and are participating in E-Verify with respect to your employees working in connection with the Services being provided (to the extent allowed by E-Verify), or to be provided, by you to the District;

c) affirm that you are not knowingly employing any person who is an unauthorized alien in connection with the Services being provided, or to be provided, by you to the District;

d) affirm you will notify the District if you cease participation in E-Verify, or if there is any action, claim or complaint made against you alleging any violation of Missouri Revised Statute §285.530, or any regulations issued thereto;

e) agree to provide documentation of your participation in E-Verify to the District prior to or contemporaneously with the execution of your contract with the District (or at any time thereafter upon request by the District), by providing to the District an E-Verify screen print-out (or equivalent documentation) confirming your participation in E-Verify;

f) agree to comply with any state or federal regulations or rules that may be issued subsequent to this addendum that relate to Missouri Revised Statute §285.530; and

g) agree that any failure by you to abide by the requirements a) through f) above will be considered a material breach of your contract with the District.

By: \_\_\_\_\_ (signature)

Printed Name and Title: \_\_\_\_\_

For and on behalf of: \_\_\_\_\_ (company name)

**ATTACHMENT B**

**FEDERAL WORK AUTHORIZATION PROGRAM AFFIDAVIT**

I, \_\_\_\_\_, being of legal age and having been duly sworn upon my oath, state the following facts are true:

1. I am more than twenty-one years of age; and have first-hand knowledge of the matters set forth herein.

2. I am employed by \_\_\_\_\_ and have authority to issue this affidavit.

3. I am enrolled in and participating in the United States E-Verify (formerly known as "Basic Pilot") federal work authorization program with respect to any employees working in connection with the services I am providing to, or will provide to, the District, to the extent allowed by E-Verify.

4. I do not knowingly employ any person who is an unauthorized alien in connection with the services I am providing to, or will provide to, the District.

FURTHER AFFIANT SAYETH NOT.

By: \_\_\_\_\_ (individual signature)

For: \_\_\_\_\_ (company name)

Title: \_\_\_\_\_

Subscribed and sworn to before me on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

NOTARY PUBLIC

My commission expires:

## **REQUEST FOR QUOTATION (RFQ)**

*From:* City of Bellefontaine Neighbors 9641 Bellefontaine Road St. Louis, MO 63137

*Tel:* 314-867-0076 *Fax:* 314-867-1790

*Date:* Monday, August 14, 2023

*Subject:* RFQ for Auditing Services

*Attention:* City Clerk: Semmie Ruffin-Hall-Email: [sruffin-hall@cityofbn.com](mailto:sruffin-hall@cityofbn.com)

### **1. Introduction & Objective:**

The City of Bellefontaine Neighbors invites qualified CPA Audit firms to submit quotations to provide auditing services for the city. The aim is to obtain an independent and professional assessment of the city's financial statements, practices, and records, ensuring accuracy, compliance, and transparency.

### **2. Scope of Work:**

The successful firm shall:

- Conduct a comprehensive annual audit of the city's 2022 and 2023 financial statements.
- Examine and assess internal controls and provide recommendations.
- Prepare and present findings clearly and concisely to city officials.
- Offer guidance on financial best practices.
- Any other related services that may arise during the engagement.

### **3. Eligibility:**

Interested firms should:

- Be licensed to practice in the state of Missouri.
- Have a minimum of [5 years] of experience in municipal/government auditing.
- Provide references from at least three similar municipal or government clients.

### **4. Proposal Requirements:**

Please include the following in your quotation:

- Firm background and experience.
- Proposed team structure and qualifications.
- Detailed approach to the scope of work.
- Proposed timeline for completion.
- Pricing structure and any associated fees.

### **5. Submission Details:**

Please send your quotations to:

City Clerk: Semmie Ruffin-Hall- Email: [sruffin-hall@cityofbn.com](mailto:sruffin-hall@cityofbn.com) City of Bellefontaine Neighbors  
9641 Bellefontaine Road St. Louis, MO 63137

### **6. Important Dates:**

- Quotation Submission Deadline: [Monday, October 23, 2023]
- Estimated Start Date: [Monday, November 6, 2023]
- Estimated Completion Date: [Wednesday, January 31, 2024, or open for discussion]

### **7. Evaluation Criteria:**

Proposals will be evaluated based on the following criteria:

- Experience and qualifications of the firm.
- Proposed approach to the scope of work.



- Competitive pricing.
- References and past performance.

**8. Additional Notes:**

- The City of Bellefontaine Neighbors reserves the right to accept or reject any or all quotations and to waive any informalities or irregularities in the received quotations.
- Questions or clarifications regarding this RFQ can be directed to Mayor Dinah Tatman at the above contact information.

We thank all firms for their interest and look forward to a successful partnership with the chosen firm.

Sincerely,

Mayor Reverend Dinah Tatman

**Proposal for Two-Year Municipal Audit Services**  
**City of Bellefontaine Neighbors**  
**For the Contract Period through June 30, 2023**

**Submitted August 11, 2023**

**Joseph Joyner, CPA**  
**Offices in: St. Louis, MO, Chicago, IL, Gary, IN**

**Mailing Address:**  
**CRWilliams & Associates LLC**  
**Certified Public Accountants**  
**1257 Hornsby Avenue**  
**St. Louis, MO 63147**  
**(219)-944-1615 (Bus)/(866)-834-4294 (Fax)**  
**[jjoyner@crwilliams.net](mailto:jjoyner@crwilliams.net)**

**CRWilliams & Associates LLC**

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Cover Letter - Proposal for Audit Services

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LETTER OF TRANSMITTAL

Pricing and Price Analysis

The Technical Proposal

Proposed Methodology, Approach, Work Plan (Exhibit B),  
Team Qualifications and Assurances Regarding Personnel  
(Exhibit D, and Exhibit E),

Past Performance and Assurances Regarding the Organization  
(Exhibit F and Exhibit G).

Miscellaneous Exhibits/Information:

Minority Business Enterprise (MBE)/Women Business Enterprise (WBE) Participation,  
Organizations for the Blind and Sheltered Workshop Preference, and/or Missouri  
Service-Disabled Veteran Business Enterprise Participation

- Exhibit H-Participation Commitment
- Exhibit I-Documentation of Intent to Participate

Miscellaneous Information

- Missouri Licenses
  - Firm License
  - Individual License

1257 Hornsby \* St. Louis, Missouri 63147  
TEL: (219) 944-1615 \* FAX: (866) 834-4294 \* [www.crwilliams.net](http://www.crwilliams.net)

August 10, 2023

Dinah Tatman  
Mayor  
City of Bellefontaine Neighbors  
9641 Bellefontaine Road  
St. Louis, Missouri 63137

We are very pleased for the opportunity to respond to the **REQUEST FOR QUOTATION** Two-Year City of Bellefontaine Neighbors Audit Services for the effective date of contract through December 31, 2023. We are licensed by the State of Missouri. This offer is a firm proposal for 60 days and we understand and will comply with the terms and requirements of the RFP documents.

Why should you select CRWilliams & Associates LLC for this project? We are qualified to provide services within the time frame requested and believe we are qualified due to years of experience in providing audit and accounting services to state agencies, county governments, cities, municipalities and others including:

Counties/Cities

Washington County Missouri-2020 & 2021  
Atchison County Missouri-2020 & 2021  
Laclede County-2021  
Reynolds County Missouri-2020 & 2021  
Village of Uplands Park Missouri-2018 & 2021  
City of Velda Village Missouri 2016 - 2022  
Wright County-2006-2007, 2019  
City of Gary Chicago International Airport 2020  
City of East St. Louis, Illinois 2016-2020  
Village of Cahokia Illinois 2021  
Canteen Township Illinois 2020  
Village of Centreville Illinois 2016 - 2018  
Normandy Fire Protection District 2016-2022  
Missouri Department of Natural Resources 2012-2016

We are committed to perform this engagement with the highest level of professionalism and respect expected and that comes from working cooperatively with the State of Missouri participants. The accompanying response is a written expression of our qualifications but cannot completely convey the enthusiasm with which we approach this opportunity. We look forward to working with you.

Sincerely,

*Joseph Joyner*

City of Bellefontaine Neighbors Request for Quotation

**EXHIBIT A PRICING PAGE**

**Audit Services** –CRWilliams & Associates LLC shall provide a firm, fixed total price for providing an Audit Without a Single Audit per year, and a firm, fixed total price for providing an Audit With a Single Audit per year. CRWilliams & Associates LLC shall provide such prices for providing the services required herein in accordance with the provisions and requirements of this RFQ. All costs associated with providing the required services shall be included in the stated prices.

*(UNSPSC Code: 93151607)*

	<b>Firm, Fixed Total Price Per Audit Per Year Without a Single Audit</b>	<b>Firm, Fixed Total Price Per Audit Per Year With a Single Audit</b>
City of Bellefontaine Neighbors	\$ <u>10,635</u> Item 1	\$ <u>13,826</u> Item 2

The total audit fees are \$21,270 for both years if no single audit, and maximum at \$27,652 if both years are single audit.

Request for Quotation  
City of Bellefontaine Neighbors  
Office of Administration

**COMPANY PROFILE**

**Firm Profile, Organization, Size, Structure**

CRWilliams & Associates LLC is a regional Certified Public Accounting firm providing comprehensive services to private and public sector organizations in the areas of accounting and auditing services for municipal entities, partnerships, corporations, and nonprofit entities. The clients we have served over the years range in size from the pioneering entrepreneur to the established multimillion-dollar municipal corporation. Each is provided with the same level of dedicated professional service.

CRWilliams & Associates LLC has established offices in three cities in the Midwest: Gary, Indiana; St. Louis, Missouri, and Chicago, Illinois. In addition, to our internal structure, we have developed relationships with the Big Four international accounting firms, and with large regional firms, to provide our clients with the expertise to handle their every conceivable accounting need.

CRWilliams & Associates LLC has established a reputation for quality services and well-thought out procedures to solve our clients' accounting needs. The partners at CRWilliams & Associates LLC have accumulated more than 45 years of accounting experience covering diverse areas of accounting, auditing, taxation, and management advisory services. We have geared our services to solve your problems.

To maintain the competitive edge, CRWilliams & Associates LLC has computerized its services and trained its personnel to be versed in computer technologies. We have utilized our computer acumen to ease the physical burden of our workload. We have never let the computer interfere with our professional judgment.

Our base of accounting and auditing services, are supplemented with comprehensive taxation and management advisory services.

We have developed a network of accounting, tax, and management advisory professionals.

**LICENSE /PERMIT TO PRACTICE IN MISSOURI**

CRWilliams & Associates LLC is licensed and registered to perform audits in the states of Missouri, Indiana, Illinois, California, New Jersey, Mississippi, Ohio, Michigan and Maryland. We meet or exceed requirements of those States' Board of Accountancy for continuing education.

**ENGAGEMENT TEAM LOCATION**

The team chosen for this engagement would include the firm's assurance services partner, a quality review manager, an engagement manager, one senior auditor and one staff auditor from the St. Louis Office. The assurance services partner will supervise this engagement. CRWilliams & Associates LLC is headquartered in Gary, Indiana with offices in St. Louis, Missouri and Chicago, Illinois.

**RANGE OF SERVICES**

Our governmental staff consist of nine (9) CPA's, and twelve (12) professional staff members, all with significant audit and accounting experience. We are auditors-of-record preparing GASB-34, and OMB-Circular Uniform Guidance audits for Counties, Cities, Towns, Housing Authorities and other municipal entities.

All staff has significant governmental, nonprofit, and for-profit audit, and tax experience. We service clients in a variety of industries with specialized emphasis on governmental, nonprofit, health-care, small businesses, and professional corporations. We currently serve as auditors for cities, government entities, municipalities, and nonprofit organizations who have single audit compliance requirements.

**QUALITY CONTROL POLICIES**

Our independent peer review was recently performed by BCA Watson Rice LLP for fiscal year ended December 31, 2020, and our next peer review period ends December 31, 2023. Our staff participates in continuing professional education and are actively involved in organizations such as the American Institute of Certified Public Accountants (AICPA), the Missouri Society of Certified Public Accountants (MSCPA), and the National Association of Black Accountants (NABA).

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Government Auditing Standards, Yellow Book, require audit management to obtain at least eighty hours of continuing education and training every two years, of which, at least twenty-four of those eighty hours are directly related to the government environment.

We established and implemented a program to ensure all our auditors meet the CPE requirements. This program ensures we are proficient in the appropriate accounting principles and standards and in nonprofit and government auditing. We maintain documentation of the education and training and ensure we staff our nonprofit and government engagements with supervision and management professionals who have met yellow book education and experience requirements.

**RELATIONSHIP DEVELOPMENT AND AMOUNT OF ASSISTANCE REQUIRED**

The desired and/or essential relationships we will establish between the management of Bellefontaine Neighbors, the Missouri State Auditor's Office, and our project team is associated with mutual planning the tasks to perform. Our approach to completing the tasks will involve City of Bellefontaine Neighbors staff's participation, developing the project team's understanding of the environment, and continuous cooperation meeting the engagement objectives. We will need assistance in retrieving and locating documents, preparing confirmations, and some minor copying.

**WORK COMPLETION**

We strive to complete any engagement work awarded, we have not failed to deliver our product on as contracted. This record of timely delivery is because we staff our jobs with adequate, experienced professionals, including our managing officer, who ensures our engagements are brought in on time and on budget.

**MALPRACTICE INSURANCE**

CRWilliams & Associates LLC has Errors and Omission insurance of \$1,000,000/\$1,000,000 per occurrence/aggregate.

**Overall Supervision Exercised**

We will maintain the quality of fieldwork staff by maintaining the assignment of the personnel identified in exhibit C to this engagement. Personnel will not be changed without the express prior written consent of Bellefontaine Neighbors or State Auditor, and only then with personnel of equal or higher experience and education. We will assign staff accountants and provide Bellefontaine Neighbors notification upon contract award.

**Affirmative Statement of Independence**

CRWilliams & Associates LLC affirms it is independent of the Bellefontaine Neighbors as defined by the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. CRWilliams & Associates LLC further affirms no prior personal relationship with the Bellefontaine Neighbors or the Office of State Auditor, and is unaware of any current personal relationships maintained with any Bellefontaine Neighbors or the State Auditor's staff or officers.

CRWilliams & Associates LLC affirms it will not solicit to perform any additional services for the City of Bellefontaine Neighbors while performing the audit.



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**EXHIBIT B**

**METHOD OF PERFORMANCE**

We have propose utilizing one team of auditors performing audit services. The team is staffed with one engagement coordinating partner, one site coordinating manager, one site audit senior, and one site staff auditor. We have scheduled the team to complete field work in 2 - 2.5 weeks of site work with the remainder of the testing and the report preparation completed off site.

We will utilize a secure portal for City of Bellefontaine Neighbors staff provided documents as we continue communication with the varying City of Bellefontaine Neighbors staff responsible for the component environments.

We are prepared to begin the planning activities within two weeks of notification. We propose site work to begin about fifteen days post-the City of Bellefontaine Neighbors' general ledger closing, no later than August 30, 2023, to begin the first City of Bellefontaine Neighbors audit. We propose to complete field work and the report drafts by November 17, 2023. Exhibit C identifies the specific staff resources assigned to the City of Bellefontaine Neighbors by the level of staff skills. The schedule of activities within the method of performance identifies each staff person by specific task and hours assigned to the specific task.

The project plan, staffing resources, describes the allocations enabling completion of each City of Bellefontaine Neighbors' audit in a timely manner.

3. Economic Impact to Missouri - The offeror should respond to the following:

- Provide a description of the proposed services that will be performed and/or the proposed products that will be provided by Missourians and/or Missouri products.

Offeror Response: The proposed services by provided by Missourians are the audit for financial and compliance.

- Provide a description of the economic impact returned to the State of Missouri through tax revenue obligations.

Offeror Response: The economic impact returned to the State of Missouri is the state and Saint Louis City earnings and income taxes on the income and earnings generated by this and other engagements. The impact directly sustains a Missouri business in its entrepreneurial efforts. The business efforts result in utilization of Missouri citizens, utilization of products purchased in Missouri resulting in the payment of Missouri payroll taxes, income taxes, local property taxes, and sales taxes. The employment of Missouri citizens enables each to participate in the remittance of income taxes, local property taxes, local earnings taxes and sales taxes. CRWilliams provision of services enables its Missouri clients to meet compliance and other reporting obligations contributing to the reduction in dysfunctional management practices.

- Provide a description of the company's economic presence within the State of Missouri (e.g., type of facilities: sales offices; sales outlets; divisions; manufacturing; warehouse; other), including Missouri employee statistics.

Offeror Response: CRWilliams economic presence within the State of Missouri is experienced through the acquisition of practice space resulting in the employment of landlord/property management personnel encompassing both property management and maintenance. The landlord/property management business efforts result in hiring Missouri citizens, utilization of products purchased in Missouri resulting in the payment of Missouri payroll taxes, income taxes, local property taxes, and sales taxes. The employment of Missouri citizens enables each to participate in the remittance of income taxes, local property taxes, local earnings and sales taxes. CRWilliams has employed two staff accountants, two accounting clerks, a senior accountant and an assurance partner in the Saint Louis office.

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**METHOD OF PERFORMANCE**

We will provide financial and compliance audits, as required, on a regulatory basis, based on the Government Audit Standards, report to the Bellefontaine Neighbors and the Office of State Auditor, electronic and hard copies to the St Bellefontaine Neighbors, Office of State Auditor, and the Federal Audit Clearing House no later than the dates required in Request for Quotation. We can begin our planning within two weeks of the notice of award.

**Entrance Conference.** We will conduct an entrance conference at the beginning of fieldwork to review with the associated management various issues such as any comments relating to internal accounting controls and procedures, related party transactions, fraud issues, and the audit environment. CRWilliams will schedule the entrance conference at a location and time mutually agreed upon by the City of Bellefontaine Neighbors and CRWilliams. CRWilliams shall notify the City of Bellefontaine Neighbors elected officials, City of Bellefontaine Neighbors City Clerk, City of Bellefontaine Neighbors Finance Clerk, City of Bellefontaine Neighbors City Collector and the City of Bellefontaine Neighbors Treasurer of the entrance conference arrangements.

**Focus on Uniform Guidance**

Our applicability of the changes in single audit as revised through Uniform Guidance is addressed in identifying the whether City of Bellefontaine Neighbors reaches threshold or is required by contract to perform single audit testing. We will continue our discussions with the City of Bellefontaine Neighbors Clerks regarding Uniform Guidance requirements and reviewing a schedule of data requests.

Our review of the changes in the Single Audit Uniform Guidance audit requirements as revised through the issuance of Uniform Guidance, Single Audit, 2.CFR.200 Subpart F – audit requirements indicate the guidance over 2.CFR.200 Subpart F – Audit Requirements will be effective for audit years beginning after November 2021. The RFP audit period is affected. Uniform Guidance, Single Audit, 2.CFR.200 Subpart F audit requirements replace the audit requirements under OMB Circular Uniform Guidance and will impact the way we plan, and report results under single audits.

The changes in the audit procedures under Uniform Guidance require addressing the change in the Single Audit Threshold (200.501) include – The threshold for requiring a single audit increases from \$500,000 to \$750,000 in federal expenditures. The Type A programs experience and increase in thresholds (200.518) – The lowest level threshold for type A programs has been increased from \$300,000 to \$750,000. Type A Program Risk Assessment (200.518 & 200.519) under Uniform Guidance changes to reflect Type A program are considered high risk and subject to audit as a major program if the program has not been audited in the past two years, or if the program had a high risk finding during its most recent audit period. The impact is to increase focus on the internal controls implementation. The planning activities will incorporate prior year findings corrective actions implementation as a part of initial risk assessment.

Type B Program Risk Assessment (200.518 & 200.519) requires the auditor perform an assessment of Type B programs to assess which programs are high risk. Uniform Guidance requires an assessment on Type B programs over 25% of the Type A threshold. The change requirements do not require identifying more high-risk Type B programs than 25% of the number of low-risk Type A programs. The Uniform Guidance encourages an approach leading to different high-risk Type B programs audited as a major program in a given period when selecting the Type B programs to assess for risk. The Percentage of Coverage Rule (200.518) for auditees assessed at low risk indicate the total major programs selected based on the risk assessment discussed above must be at least 20% of the total federal awards expended. For auditees not considered low risk, the percentage coverage is increased to 40%. Under prior OMB guidance, the percentage coverage was 25% for low-risk auditees and 50% for auditees not considered low risk.

The criteria for a low-risk auditee (200.520) requires an auditee to meet all of the conditions described in the Uniform Guidance to be considered a low risk auditee. The conditions take a two-year lookback approach. We have not reiterated the multiple conditions but will address in the planning component reviewing the prior year findings as a component of the initial risk assessment. Audit findings changes (200.516) under Uniform Guidance, the known and likely questioned costs threshold has been raised from \$10,000 to \$25,000. Uniform Guidance directs the Corrective Action Plan prepared by the auditee in response to the audit findings documented separately from the auditor's findings. The Schedule of Expenditures of Federal Awards Disclosures (200.510) under Uniform Guidance adds new disclosures to be included with the SEFA. This includes a requirement to disclose whether or not the entity elected to use the 10% *de minimis* indirect cost rate.

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Our audit will be conducted as required by Request for Quotation and the Office of State Auditor in accordance with (1) generally accepted auditing standards (GAAS) as promulgated by the American Institute of Certified Public Accountants, (2) Government Auditing Standards as issued, and updated through 2022, by the Comptroller General of the United States, and (3) U.S. OMB Circular UNIFORM GUIDANCE, as required in U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). We will also compile the schedule of expenditures of federal awards for compliance with U.S. OMB Circular Uniform Guidance. If financial statements are not prepared in accordance with generally accepted accounting principles (GAAP), CRWilliams will make the appropriate audit report modifications and disclosures.

**SCOPE OF SERVICES**

We will conduct an independent financial and compliance audit of the basic financial statements for the two years ended June 30, 2023, for single audit engagements and financial audit of the basic financial statements for the years ended June 30, 2022 and June 30, 2023 for non-single audit engagements. If financial statements are not prepared in accordance with generally accepted accounting principles (GAAP), the contractor shall make appropriate audit report modifications and disclosures. The contractor shall include all City of Bellefontaine Neighbors funds and all City of Bellefontaine Neighbors officer's accounts in the scope of the audit, as appropriate, excluding any funds or entities that have been separately audited. The contractor should ensure all monies handled by such entities are included in the scope of the audit, not just monies passed through other City of Bellefontaine Neighbors officials.

We will incorporate in our compliance procedures the inclusion of a determination and the reporting of any reduction in tax revenues resulting from an agreement between the City of Bellefontaine Neighbors and the individual/entity in which the City of Bellefontaine Neighbors has agreed to forgo tax revenues it otherwise is entitled in return for the individual/entity taking a specific action after the agreement is entered for economic development or other activities benefiting the City of Bellefontaine Neighbors.

We utilize a comprehensive set of work programs as published by PPC's Guide to Audit of Local & State Government. These programs cover key areas relating to the engagement. As part of our engagement planning process each work program is reviewed and customized based on the unique needs of each client. We will review the budget, financial statements, organization charts, financial manual, program requirements, and program budgets. The hours will differ by each counties' individual audit environment. The following hours schedule is an estimate of the average hours by single audit and non-single audit engagement.

Schedule of Single Audit Hours by Major Component

		Staff	Senior	Manager	Partner	QC Partner
Planning	99.00	0.00	23.75	50.88	24.38	0.00
Audit Field Work	222.38	72.83	76.83	49.47	12.24	11.00
Audit Report	45.50	2.00	0.00	19.20	18.30	6.00
	<u>366.88</u>	<u>74.83</u>	<u>100.58</u>	<u>119.55</u>	<u>54.92</u>	<u>17.00</u>

Schedule of Non-Single Audit Hours by Major Component

		Staff	Senior	Manager	Partner	QC Partner
Planning	70.50		15.75	38.38	16.38	
Audit Field Work	173.38	60.83	60.83	34.47	6.24	11.00
Audit Report	27.50	2.00		7.20	18.30	
	<u>271.38</u>	<u>62.83</u>	<u>76.58</u>	<u>80.05</u>	<u>40.92</u>	<u>11.00</u>

**Approach in Drawing Sample Sizes and Extent of Statistical Sampling**

Our utilization of sampling in general centers on compliance and control testing of account balances. We use quality

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control materials from PPC in all our audit engagements. These forms guide our staff through a logical process of assessing inherent risk, control risk, and combined risk, followed by an assessment of appropriate sample size for testing controls over expenditures and legal compliance.

Sample size obtained fall into categories of 25, 40, or 70, depending on the circumstances. The most common scenario would be a selection of 40 or 70 transactions in the first year of our engagement, followed by a sample size of 25 in subsequent years, assuming no significant problems are discovered in the first year. We are usually able to cover a substantial portion of the three categories of testing with one sample, resulting in an efficient transaction-testing phase. The City of Bellefontaine Neighbors is responsible for locating and filing invoices selected for testing.

The City of Bellefontaine Neighbors is responsible for locating invoices and other documents. If certain documents cannot be located such will affect the timeliness and completion of our engagement.

**Use of EDP Software in the Engagement**

We will use laptop computers and printers during the engagement to run spreadsheets and software to draft your financial statements and typing your audit report on-site.

**Analytical Review.** In accordance with generally accepted auditing standards (SAS No. 56), analytical reviews will be utilized in the planning process and during the final review stage. Specific procedures would include comparison of actual results to prior years and to adopted budget (as amended), comparison of expected revenue (percent collected) to actual revenue recognized.

**Approach to Gain & Document an Understanding of Internal Control Structure**

Statements on Auditing Standards No. 55/112/114/115 require us to gain, and communicate, an understanding of the control environment and to assess control risk in planning our audit. In order to accomplish this, we will utilize our Government Organization Planning Form and by discussion with appropriate staff, we will document significant internal control points in the revenue, general ledger, payroll, accounts payable, and purchasing systems.

In addition, an evaluation of the internal controls relative to any data processing operation is performed as an integral part of our financial audit for our audit clients. We will also review the specific controls that relate to each major application that has accounting significance such as payroll, accounts payables, and purchasing systems.

**Approach to Determine Laws and Regulations**

The primary guidance used to identify appropriate tests of, and document compliance with, laws and regulations will be the applicable *AICPA Guidelines for External Auditors*, the Uniform Guidance audit requirements as revised through the issuance of Uniform Guidance, Single Audit, 2.CFR.200 Subpart F – audit requirements and Governmental Accounting, Auditing, and Financial Reporting revised 2020. In addition, we will review organizational documents, contracts and debt covenants to determine which applicable laws and regulations apply and design our tests accordingly.

**Identification of Anticipated Potential Problems**

We will immediately verbally notify the State Auditor upon identification or indication of the following:

- Indications of un-auditable records or circumstances requiring audit adjustments.
- Indications of defalcation, fraud, abuse, illegal acts, or other irregularities, including all questioned costs found as a result of these acts.

**Irregularities and illegal acts.** We understand we are to make an immediate, verbal and subsequent written report on all irregularities and illegal acts or indications of illegal acts of which we become aware to the State Auditor.

**Reports to issue:**

1. A combined report on the fair presentation of the financial statements in conformity with generally accepted accounting principles and on the Schedule of Federal Financial Assistance.
2. A report on Compliance and on Internal Control over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.
3. A report on Compliance with Requirements Applicable to Major Programs and Internal Control Over Compliance in Accordance with OMB Circular Uniform Guidance as applicable.
4. Management letter to the City of Bellefontaine Neighbors' management reporting on findings and questioned costs under *Government Auditing Standards*, and reporting on matters and concerns other than findings and



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questioned costs under Government Auditing Standards. We will provide the letter to the State Auditor as a part of the audit report for release on the State Auditor's website.

We will communicate any reportable conditions found during the engagement. A reportable condition will be defined as a significant deficiency in the design or operation of the internal control structure that could adversely affect the organization's ability to record, process, summarize, and report financial data consistent with the assertions of the board in the financial statements. Reportable conditions that are also material weaknesses will be identified as such in the report. Non-reportable conditions discovered would be reported in a separate Management Advisory Comments Letter to the Board. The reports on compliance will include all instances of noncompliance.

We will provide an electronic copy (PDF) of the audit reports to the state agency, for audits without a single audit, no later than November 30, 2023. Upon approval of the audit report by the state agency, the contractor shall deliver two signed copies of the final audit report and an electronic PDF file of the final audit report to the state agency. The contractor shall work with the City of Bellefontaine Neighbors to determine the number of final signed audit reports the contractor shall provide to the City of Bellefontaine Neighbors upon approval of the final audit report and PDF file by the state agency. The contractor shall also provide a searchable PDF of the audit report to the audited City of Bellefontaine Neighbors. The contractor shall submit electronic copies to the state agency using either electronically created (not scanned) PDF files or report source files, such as Word, Excel, Word Perfect, or Quattro.

**Reporting to the City of Bellefontaine Neighbors and the Office of State Auditor, and other associated Administrators.** As required by Statement on Auditing Standards No. 61, we will make certain the Management is informed of each of the following:

1. The auditor's responsibility under GAAS.
2. Significant accounting policies.
3. Management judgments and accounting estimates.
4. Significant adjustments.
5. Other information in documents containing financial statements.
6. Disagreements with the board.
7. Management consultation with other accountants.
8. Major issues discussed with the board prior to retention.
9. Difficulties encountered.

**Exit Conference.** We will conduct an exit conference at the close of fieldwork to review with the associated management various issues such as any comments relating to internal accounting controls and procedures. We will also present our observations about the City of Bellefontaine Neighbors' operations. CRWilliams will schedule the exit conference at locations and times mutually agreed upon by the City of Bellefontaine Neighbors and CRWilliams. CRWilliams shall notify the City of Bellefontaine Neighbors elected officials, City of Bellefontaine Neighbors Clerk, and the City of Bellefontaine Neighbors Treasurer of the exit conference. We will notify any other City of Bellefontaine Neighbors officials or boards to which recommendations are addressed. We will obtain written responses from the applicable officials to the findings for report inclusion.

Work papers are retained for five years and will be made available to appropriate regulatory agencies upon written request. We agree and understand the state agency will have the right to access and review any, and all workpapers developed through the audit.

**Presentation of the Report to the Management.** The engagement partner will present the reports, financial statements, management letter, and SAS 112/115 letter to the Management immediately following the completion of fieldwork. We will provide only the City of Bellefontaine Neighbors, the State Auditor, and applicable federal awarding agencies and pass-through entities with the final audit report. Any request for audit reports from any entity other than the entities indicated are communicated to the State Auditor for the State Auditor's approval and handling.

**Communication of Reportable Conditions.** Statement on Auditing Standards (SAS) No's. 60/112/114/115, "Communication of Internal Control Structure Related Matters," applies to all audit committees or to individuals with a level of responsibility equivalent to an audit committee in organizations that do not have one. (e.g., the legislative body). For purposes of SAS No. 112, the following definitions apply:

Our consideration of internal control over financial reporting is for a limited purpose and would not necessarily identify

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all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

**EXHIBIT D  
TECHNICAL PROPOSAL**

**TEAM QUALIFICATIONS – LEADERSHIP TEAM MEMBER BIOGRAPHIES**

Directions for Vendor: No more than ten (10) auditing team members' biographies will be considered in the evaluation. Biographies should be submitted in the attached format. One (1) member of the auditing team should be identified as the vendor's primary person responsible for the delivery of the project. By including their biographies, the vendor is committing the auditing team members to support the project, should it be awarded.

<b>Name:</b>	<b>Joseph Joyner</b>
<b>Title:</b>	<b>partner</b>
<b>Proposed project role:</b>	<b>Review partner</b>
<b>% of time committed to project:</b>	<b>35%</b>

**Education, certifications, and other distinctions:**

<b>Degree, certification, or other distinctions</b>	<b>Institution</b>	<b>Date</b>
BA, Economics	UCLA	1972
MBA	Harvard Graduate School of Business	1977
Certified Public Accountant		1983

**Employment history:**

<b>Organization</b>	<b>Role</b>	<b>Dates</b>
<i>Touché Ross</i>	fiscal controls, indirect cost, financial and feasibility studies	1977-1980
<i>HCA</i>	<i>Managed multiple hospitals as a controller and/or chief financial officer</i>	1980-1984
CRWilliams & Associates	Practice as a cpa firm	1986-present

**Specific experience relevant to project:**

<b>Topic</b>	<b>Years of experience</b>	<b>Brief description of relevant experience (e.g., specific projects; previous employment)</b>
Governmental Audits	15	See below
Project Leadership	15	See below
Other	25	See below

**Other experience or background information:**

Joe is licensed to practice as a CPA in Indiana, Illinois, Missouri, and Mississippi and obtained a B.A. degree in Economics from UCLA in 1972 and an MBA from the Harvard Graduate School of Business in 1977. Joe received his CPA license in 1983 and has 26 years of experience performing financial & compliance audits, fiscal controls, indirect cost, financial and feasibility studies with Touché Ross & Co. and McKinley Jones & Associates, CPA's, Lake County, St. Mary Medical and St. Louis Comprehensive Community Health Centers, Gary Community Mental Health Center, D.C. General, Brackenridge Hospital, Southwest Community, Hardin County Memorial, and Lake County Convalescent Home. Joe managed/reviewed municipal and fire protection district audits of The Housing Authority of the City Gary Indiana, Normandy Fire Protection District, Mississippi City of Dellwood, Missouri, Bollinger City of Dellwood, Missouri, Carter City of Dellwood, Missouri, and Independence Missouri Housing Authorities. Joe has taught internal audit seminars to the City of St. Louis internal audit staff in their continuing education program.



**EXHIBIT D  
TECHNICAL PROPOSAL**

**TEAM QUALIFICATIONS – LEADERSHIP TEAM MEMBER BIOGRAPHIES**

Directions for Vendor: No more than ten (10) auditing team members' biographies will be considered in the evaluation. Biographies should be submitted in the attached format. One (1) member of the auditing team should be identified as the vendor's primary person responsible for the delivery of the project. By including their biographies, the vendor is committing the auditing team members to support the project, should it be awarded.

<b>Name:</b>	<b>Carla Randolph</b>
<b>Title:</b>	<b>partner</b>
<b>Proposed project role:</b>	<b>Engagement partner</b>
<b>% of time committed to project:</b>	<b>65%</b>

**Education, certifications, and other distinctions:**

<b>Degree, certification, or other distinctions</b>	<b>Institution</b>	<b>Date</b>
Bachelor of Science Accountancy	Southern Illinois University Carbondale	1974
Master's in Business Administration	Southern Illinois University Edwardsville	1977
Certified Information Systems Auditor		2008
Certified Public Accountant		1982

**Employment history:**

<b>Organization</b>	<b>Role</b>	<b>Dates</b>
Citicorp Mortgage	Accounting Policy Manager	1977 - 1984
Mercantile Bank	Accounting Officer	1984 - 1993
Campbell LLC	Audit Manager	1996 - 2012
Campbell LLC	contract Finance Director for the City of East Saint Louis	2006 - 2012

**Specific experience relevant to project:**

<b>Topic</b>	<b>Years of experience</b>	<b>Brief description of relevant experience (e.g., specific projects; previous employment)</b>
Governmental Audits	20	See below
Project Leadership	15	See below
Other		See below

**Other experience or background information:**

Ms. Randolph specializes in providing OMB Uniform Guidance/A-133 audits, contract controller in OMB Uniform Guidance/A-133 environments, and risk management solutions to clients. Ms. Randolph is a Certified Public Accountant and began her career as an Accounting Policy Manager for Citicorp Mortgage. Her experience includes auditing; developing internal controls, policy and procedure; and compliance testing.

Ms. Randolph's background also includes working as a municipal financial officer where she was directly responsible for compliance, risk and control for a city with over \$80 million in transactions. She has been responsible for OMB Uniform Guidance/A-133 reporting for the grantee and for the sub-recipient OMB Uniform Guidance/A-133 requirements. She developed, implemented and tested internal controls, policies, process flows, and procedures used in the execution of deliverables to mitigate risk. She ensured that process flows contained proper segregation of duties and tested to ensure work was being performed in accordance with policy, procedure, contract requirements, laws, and regulations.

Ms. Randolph has, for a number of years, participated in a State of Illinois program reviewing OMB A-133 reports from municipal and nonprofit entities. Ms. Randolph has performed multiple financial and compliance audits whereby she determined if the procedures, processes, and responsibilities were performed in accordance with the internal controls, governing documents, laws, and regulations. For more than 10 years, Ms. Randolph has examined numerous contracts related to financial transactions to ascertain contractual and compliance requirements, obligations and covenants of each party involved.

**EXHIBIT D**  
**TECHNICAL PROPOSAL**  
**TEAM QUALIFICATIONS – WORKING TEAM MEMBER BIOGRAPHIES**

Directions for Vendor: No more than ten (10) auditing team members' biographies will be considered in the evaluation. Biographies should be submitted in the attached format. One (1) member of the auditing team should be identified as the vendor's primary person responsible for the delivery of the project. By including their biographies, the vendor is committing the auditing team members to support the project, should it be awarded.

<b>Name:</b>	Gina Aranduche
<b>Title:</b>	<b>Audit Manager</b>
<b>Proposed project role:</b>	<b>Audit Manager</b>
<b>% of time committed to project:</b>	<b>100</b>

**Education, certifications, and other distinctions:**

Degree, certification, or other distinctions	Institution	Date
Bachelor of Science in Accountancy	Holy Name University	2010
Certified Public Accountant		2014

**Employment history:**

Organization	Role	Dates
CRWilliams & Associates LLC	Audit Manager	2015-present
Wright & Associates CPA	Audit Manager	2009-2015
Ayala Land Inc	Subsidiary Accountant	2006-2009
Ever Consumer Sales, Inc	Accounts Payable Associate	2002-2006

**Specific experience relevant to project:**

Topic	Years of experience	Brief description of relevant experience (e.g., specific projects; previous employment)
Governmental Audits	9	See below
Other	8	See below

**Other experience or background information:**

Gina has nearly 15 years of diversified experience in all aspects of accounting, finance and business management. Aside from her proven expertise in accounting, auditing, and financial management, she has demonstrated leadership and communication skills in serving the community as well as in the financial arena. Planning, problem solving, crises management, training and her ability to accommodate are strong points.

- Responsible for practice development, firm administration and providing accounting, auditing and consulting services to public sector and non-profit organizations.
- Directs and performs financial and compliance audits in accordance with Government Auditing Standards and HUD regulations and cost certifications for HUD and OHFA.
- Directed the work of up to six assistants in the performance of audit fieldwork of various non-profit organizations and HUD projects.

Ms. Aranduche has performed financial statement audits for various municipal entities in which she was responsible for developing and executing audit plans as well as assessing internal controls. She interviewed clients to gain an understanding of the entities' internal control structure; documented the controls and process flows; assessed the effectiveness of the controls based on the analysis of samples selected; and made recommendations to strengthen weak controls.

**EXHIBIT D**  
**TECHNICAL PROPOSAL**  
**TEAM QUALIFICATIONS – WORKING TEAM MEMBER BIOGRAPHIES**

Directions for Vendor: No more than ten (10) auditing team members' biographies will be considered in the evaluation. Biographies should be submitted in the attached format. One (1) member of the auditing team should be identified as the vendor's primary person responsible for the delivery of the project. By including their biographies, the vendor is committing the auditing team members to support the project, should it be awarded.

<b>Name:</b>	<b>La Royce Gaines</b>
<b>Title:</b>	<b>Audit Senior</b>
<b>Proposed project role:</b>	<b>Staff Accountant</b>
<b>% of time committed to project:</b>	<b>100%</b>

**Education, certifications, and other distinctions:**

<b>Degree, certification, or other distinctions</b>	<b>Institution</b>	<b>Date</b>
Master of Education Management	Lindell University	2007
Master of Business Administration	Lindell University	2015
MASTER OF TEACHING SECONDARY EDUCATION	Lindell University	2005
BSBA (ACCOUNTING)	HARRIS STOWE STATE UNIVERSITY	1999

**Employment history:**

<b>Organization</b>	<b>Role</b>	<b>Dates</b>
CRWilliams & Associates LLC	Staff Auditor	2015-present
Confluence Academy	Accounting Instructor	2012-2013
St. Louis Public Schools	Accounting Instructor	2007-2012
Peoples' Health Center	Staff Accountant	2002-2003
Southeast Consolidator's	Accountant	2001-2002

**Specific experience relevant to project:**

<b>Topic</b>	<b>Years of experience</b>	<b>Brief description of relevant experience (e.g., specific projects; previous employment)</b>
Governmental Audits	4	See below
Other	4	See below

Ms. Gaines has performed financial statement audits for various municipal entities in which she was responsible for developing and executing audit plans as well as assessing internal controls. She interviewed clients to gain an understanding of the entities' internal control structure; documented the controls and process flows; assessed the effectiveness of the controls based on the analysis of samples selected; and made recommendations to strengthen weak controls.

**EXHIBIT E**  
**TECHNICAL PROPOSAL**  
**PAST PERFORMANCE**

Directions to Vendor: The vendor should provide the overall relevant vendor experience related to this RFQ.

Overall Relevant Vendor Experience (succinctly identify experience in each of the qualification areas identified below)	
Governmental Agency Auditing	

Governmental

CRWilliams & Associates LLC is licensed and registered to perform audits in the states of Missouri, Indiana, Illinois and Mississippi. The team members assigned will meet or exceed requirements of those States' Board of Accountancy for continuing education at the beginning of audit activities. The team chosen for this engagement will provide services from the St. Louis Office. The engagement partner will supervise this engagement. CRWilliams & Associates LLC is headquartered in Merrillville, Indiana with offices in St. Louis, Missouri and Chicago, Illinois.

Our governmental staff consist of five (5) CPAs, and (6) professional staff members, all with significant municipal and state audit and accounting experiences. We are, and have been, auditors-of-record preparing GASB-34, and OMB-Circular Uniform Guidance/A-133 audits\_for Counties, Cities, Towns, Fire Protection Districts and Housing Authorities.

All staff has significant governmental, nonprofit and for-profit audit experiences. We service clients in a variety of industries with specialized emphasis on governmental, nonprofit, healthcare, small businesses, and professional corporations. We have served as auditors for the State of Missouri Department of Natural Resources performing soil and water conservation and state park concessions audits, Illinois State departments' audits, differing state municipalities and nonprofit organizations audits.

CRWilliams performs financial and compliance audits in accordance with Government Auditing Standards and HUD regulations and cost certifications for HUD and OHFA.

CRWilliams developed and executed audit plans as well as assessing internal controls for various municipal entities. The team generates an understanding of the entities' internal control structure; documented the controls and process flows; assessed the effectiveness of the controls based on the analysis of samples selected; and made recommendations to strengthen weak controls. CRWilliams performs financial and compliance audits in accordance with Government Auditing Standards and HUD regulations and cost certifications for HUD and OHFA. CRWilliams team members acquired the capacity by performing either audits, consulting or employed in the following environments:

- State Agency Engagements with the Illinois Office of the Auditor General as special assistant auditor involving financial and compliance audits for Illinois Capital Development Board, multiple State of Illinois Universities – A-133 various programs, Southern Illinois University Head Start – A-133 Department Education , Illinois State Treasurers, State of Illinois Health and Human Services – A-133 Health and Human Services, Illinois Supreme Court Preservation Commission, Illinois Legislative Information Systems
- Public Sector Audits for City of Alorton Illinois, City of East Saint Louis Illinois – Uniform Guidance/A-133, City of Washington Park Illinois, Sutes Township, NEAFPD, City of Velda Village Hills, Village of Hanley Hills, City of Dellwood, multiple county audits

Quasi-Governmental,  
See Governmental Above

- Southern Illinois University Alumni Association
- Southern Illinois University Foundation
- East Saint Louis Public Library
- Financial and Uniform Guidance/A-133 audits of Non-Profits:
  - Hazel Bland Center
  - CDBG Corporation

Performance and/or Environmental Auditing  
See Governmental Above

- Assessment of City of Gary Indiana Fire Department,
- Missouri Department of Natural Resources performing soil and water conservation and state park concessions audits

**EXHIBIT E**  
**TECHNICAL PROPOSAL-CONTINUED**  
**PAST PERFORMANCE CONTINUED**

Directions to Vendor: The vendor should provide three (3) past performance reference case studies. Each should have been completed in the past three (3) years. At least two (2) should involve work for a local government agency. The vendor should copy and complete this Exhibit for each case study presented.

CASE STUDY	
<b>Project Title</b>	2016 through 2020 Financial and Compliance Audit
<b>Duration of the Project</b>	Over multiple years
<b>Specific Contact Information:</b>	Organization Name: City of East St. Louis, Illinois Contact Person Name: Dawayne Stewart Telephone Number: 618-482-6785 Email Address: dstewart@cesl.us
<b>The vendor should summarize below the past project's context, objectives, approach and impact achieved relevant to this RFP.</b>	
<p>Our audit was conducted as required by the City of East St. Louis, Illinois in accordance with (1) generally accepted auditing standards (GAAS) and Statements on Standards for Attestation Audits as both promulgated by the American Institute of Certified Public Accountants, (2) Government Auditing Standards as issued, and updated through 2018, by the Comptroller General of the United States, and (3) U.S. OMB Circular Uniform Guidance/A-133, as required. We will also compile the schedule of expenditures of federal awards for compliance with U.S. OMB Circular Uniform Guidance/A-133.</p> <p>We conducted an independent financial and compliance audit of the basic financial statements for the audit year ended.</p> <p>We utilize a comprehensive set of work programs as published by PPC's Guide to Audit of Local &amp; State Government. These programs cover key areas relating to the engagement. We add client specific procedures for performance audits. As part of our engagement planning process each work program is reviewed and customized based on the unique needs of each client. We reviewed the budget, financial statements, organization charts, financial manual and program budgets.</p> <p>We communicated any reportable conditions found during the engagement. Non-reportable conditions discovered would be reported in a separate Management Advisory Comments Letter to the board. The reports on compliance will include all instances of noncompliance.</p> <p>We conducted an exit conference at the close of fieldwork to review with the Board and management various issues such as any comments relating to internal accounting controls and procedures.</p>	



**EXHIBIT E**  
**TECHNICAL PROPOSAL-CONTINUED**  
**PAST PERFORMANCE CONTINUED**

Directions to Vendor: The vendor should provide three (3) past performance reference case studies. Each should have been completed in the past three (3) years. At least two (2) should involve work for a local government agency. The vendor should copy and complete this Exhibit for each case study presented.

CASE STUDY	
<b>Project Title</b>	Financial and Compliance Audit
<b>Duration of the Project</b>	Multiple years 2007 - 2022
<b>Specific Contact Information:</b>	Organization Name: Northeast Ambulance and Fire Protection District Contact Person Name: Quinten Randolph Telephone Number: 314-382-1501 Email Address: Randolph@northeastfiredistrict.org
<b>The vendor should summarize below the past project's context, objectives, approach and impact achieved relevant to this RFP.</b>	
<p>Our audit was conducted as required by the Northeast Ambulance and Fire Protection District in accordance with (1) generally accepted auditing standards (GAAS) and Statements on Standards for Attestation Audits as both promulgated by the American Institute of Certified Public Accountants, (2) Government Auditing Standards as issued, and updated through 2018, by the Comptroller General of the United States, and (3) U.S. OMB Circular Uniform Guidance/A-133, as required. We will also compile the schedule of expenditures of federal awards for compliance with U.S. OMB Circular Uniform Guidance/A-133.</p> <p>We conducted an independent financial and compliance audit of the basic financial statements for the audit year ended.</p> <p>We utilize a comprehensive set of work programs as published by PPC's Guide to Audit of Local &amp; State Government. These programs cover key areas relating to the engagement. We add client specific procedures for performance audits. As part of our engagement planning process each work program is reviewed and customized based on the unique needs of each client. We reviewed the budget, financial statements, organization charts, financial manual and program budgets.</p> <p>We communicated any reportable conditions found during the engagement. Non-reportable conditions discovered would be reported in a separate Management Advisory Comments Letter to the board. The reports on compliance will include all instances of noncompliance.</p> <p>We conducted an exit conference at the close of fieldwork to review with the Board and management various issues such as any comments relating to internal accounting controls and procedures.</p>	



**EXHIBIT E**  
**TECHNICAL PROPOSAL-CONTINUED**  
**PAST PERFORMANCE CONTINUED**

Directions to Vendor: The vendor should provide three (3) past performance reference case studies. Each should have been completed in the past three (3) years. At least two (2) should involve work for a local government agency. The vendor should copy and complete this Exhibit for each case study presented.

CASE STUDY	
<b>Project Title</b>	Financial and Compliance Audit
<b>Duration of the Project</b>	Multiple years 2017 - 2022
<b>Specific Contact Information:</b>	Organization Name: City of Velda Village Hills Contact Person Name: Diane Turner Telephone Number: (314)261-7221 Email Address: veldavillage@sbcglobal.net

**The vendor should summarize below the past project's context, objectives, approach and impact achieved relevant to this RFP.**

Our audit was conducted as required by the City of Velda Village Hills in accordance with (1) generally accepted auditing standards (GAAS) and Statements on Standards for Attestation Audits as both promulgated by the American Institute of Certified Public Accountants, (2) Government Auditing Standards as issued, and updated through 2020, by the Comptroller General of the United States, and (3) U.S. OMB Circular Uniform Guidance/A-133, as required. We will also compile the schedule of expenditures of federal awards for compliance with U.S. OMB Circular Uniform Guidance/A-133.

We conducted an independent financial and compliance audit of the basic financial statements for the audit year ended.

We utilize a comprehensive set of work programs as published by PPC's Guide to Audit of Local & State Government. These programs cover key areas relating to the engagement. We add client specific procedures for performance audits. As part of our engagement planning process each work program is reviewed and customized based on the unique needs of each client. We reviewed the budget, financial statements, organization charts, financial manual and program budgets.

We communicated any reportable conditions found during the engagement. Non-reportable conditions discovered would be reported in a separate Management Advisory Comments Letter to the board. The reports on compliance will include all instances of noncompliance.

We conducted an exit conference at the close of fieldwork to review with the Board and management various issues such as any comments relating to internal accounting controls and procedures.

**EXHIBIT F**  
**ASSURANCES REGARDING THE ORGANIZATION**  
**QUALITY/PEER REVIEW**

The vendor hereby affirms that the vendor's organization is a participant in the following external quality/peer review program(s):

Peer Review Alliance Committee  
(Name of Program)

Indiana CPA Society/ AICPA Peer Review Program  
(Name of Program)

Indicate by placing an "X" on the lines before the statements applicable to the organization.

- The organization hereby affirms the attached quality/peer review report is the audit firm's most current quality/peer review report issued. (Attach a copy of the report.)
- The quality/peer review included a review of government audits.
- The quality/peer review did not include a review of government audits.
- The organization hereby affirms the attached letter of comments (findings and recommendations) represents **ALL** such findings and recommendations received as a result of the organization's most recent quality/peer review.
- The organization hereby affirms **NO** letter of comments (findings and recommendations) was received as a result of the organization's most recent quality/peer review.
- The organization hereby affirms the attached response(s) represents **ALL** responses made by the organization with respect to the organization's most recent quality/peer review.
- The organization hereby affirms the audit firm has never received a quality/peer review.
- The organization hereby affirms a quality/peer review of the firm is currently in process and the report has not yet been issued.
- The organization expects to receive its first quality/peer review in the month of \_\_\_\_\_, (List month and year.)

**EXHIBIT G**  
**PARTICIPATION COMMITMENT**

**Minority Business Enterprise/Women Business Enterprise (MBE/WBE) and/or Organization for the Blind/Sheltered Workshop and/or Service-Disabled Veteran Business Enterprise (SDVE) Participation Commitment** – If the vendor is committing to participation by or if the vendor is a qualified MBE/WBE and/or organization for the blind/sheltered workshop and/or a qualified SDVE, the vendor must provide the required information in the appropriate table(s) below for the organization proposed and must submit the completed exhibit with the vendor's proposal.

For Minority Business Enterprise (MBE) and/or Woman Business Enterprise (WBE) Participation, if proposing an entity certified as both MBE and WBE, the vendor must either (1) enter the participation percentage under MBE or WBE, **or** must (2) divide the participation between both MBE and WBE. If dividing the participation, do not state the total participation on both the MBE and WBE Participation Commitment tables below. Instead, divide the total participation as proportionately appropriate between the tables below.

Place a check in the appropriate box below for the county Participation Commitment proposed. There should only be **ONE** box checked. If proposing Participation Commitment for multiple counties, copy and complete this Participation Commitment exhibit for each proposed county.

<b>MBE Participation Commitment Table</b>		
<i>(The services performed or the products provided by the listed MBE must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)</i>		
<b>Name of Each Qualified Minority Business Enterprise (MBE) Proposed</b>	<b>Committed Percentage of Participation for Each MBE (% of the Actual Total Contract Value)</b>	<b>Description of Products/Services to be Provided by Listed MBE</b> <i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the MBE is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
1. CRWilliams & Associates LLC	100%	<b>Product/Service(s) proposed:</b> The contractor shall conduct an audit of the City of Bellefontaine Neighbor's financial statements. RFP Paragraph References:
2.	%	<b>Product/Service(s) proposed:</b> RFP Paragraph References:
3.	%	<b>Product/Service(s) proposed:</b> RFP Paragraph References:
4.	%	<b>Product/Service(s) proposed:</b> RFP Paragraph References:

City of Bellefontaine Neighbors Request for Quotation

<b>MBE Participation Commitment Table</b>		
(The services performed or the products provided by the listed MBE must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)		
<b>Name of Each Qualified Minority Business Enterprise (MBE) Proposed</b>	<b>Committed Percentage of Participation for Each MBE (% of the Actual Total Contract Value)</b>	<b>Description of Products/Services to be Provided by Listed MBE</b>
		<i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the MBE is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
<b>Total MBE Percentage:</b>	<b>100%</b>	

**EXHIBIT G, continued**  
**PARTICIPATION COMMITMENT**

WBE Participation Commitment Table		
(The services performed or the products provided by the listed WBE must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)		
Name of Each Qualified Women Business Enterprise (WBE) proposed	Committed Percentage of Participation for Each WBE (% of the Actual Total Contract Value)	Description of Products/Services to be Provided by Listed WBE  <i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the WBE is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
1. N/A	0%	Product/Service(s) proposed: RFP Paragraph References:
2.	%	Product/Service(s) proposed: RFP Paragraph References:
3.	%	Product/Service(s) proposed: RFP Paragraph References:
4.	%	Product/Service(s) proposed: RFP Paragraph References:
<b>Total WBE Percentage:</b>	<b>0%</b>	

**EXHIBIT G, continued**  
**PARTICIPATION COMMITMENT**

Organization for the Blind/Sheltered Workshop Commitment Table		
<ul style="list-style-type: none"> <li>The services performed or the products provided by the listed Organization for the Blind/Sheltered Workshop must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.</li> <li>The vendor must either be an organization for the blind or sheltered workshop or must be proposing to utilize an organization for the blind/sheltered workshop as a subcontractor and/or supplier in an amount that must equal, at a minimum, the greater of \$5,000 or 2% of the total dollar value of the contract for purchases not exceeding \$10 million.</li> <li>The vendor may propose more than one organization for the blind/sheltered workshop as part of the vendor's total committed participation. However, the services performed or products provided must still meet the requirements noted herein.</li> </ul>		
Name of Organization for the Blind or Sheltered Workshop Proposed	Committed Participation (\$ amount or % of total value of contract)	Description of Products/Services to be Provided by Listed Organization for the Blind/Sheltered Workshop <i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the organization for the blind/sheltered workshop is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
1. N/A	0	Product/Service(s) proposed: RFP Paragraph References:
2.		Product/Service(s) proposed: RFP Paragraph References:
<b>Total Blind/Sheltered Workshop Percentage:</b>	<b>0%</b>	

**EXHIBIT G, continued**  
**PARTICIPATION COMMITMENT**

SDVE Participation Commitment Table		
(The services performed or the products provided by the listed SDVE must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)		
Name of Each Qualified Service-Disabled Veteran Business Enterprise (SDVE) Proposed	Committed Percentage of Participation for Each SDVE (% of the Actual Total Contract Value)	Description of Products/Services to be Provided by Listed SDVE  <i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the SDVE is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
1.N/A	0%	Product/Service(s) proposed:  RFP Paragraph References:
2.	%	Product/Service(s) proposed:  RFP Paragraph References:
<b>Total SDVE Percentage:</b>	<b>0%</b>	



Request for Quotation

**EXHIBIT H**

**DOCUMENTATION OF INTENT TO PARTICIPATE**

If the vendor is proposing to include the participation of a Minority Business Enterprise/Women Business Enterprise (MBE/WBE) and/or Organization for the Blind/Sheltered Workshop and/or qualified Service-Disabled Veteran Business Enterprise (SDVE) in the provision of the products/services required in the RFP, the vendor must either provide this Exhibit or letter of intent recently signed by the proposed MBE/WBE, Organization for the Blind, Sheltered Workshop, and/or SDVE documenting the following information with the vendor's proposal.

*~ Copy This Form For Each Organization Proposed ~*

Vendor Name: CRWilliams & Associates LLC

**This Section To Be Completed by Participating Organization:**

*By completing and signing this form, the undersigned hereby confirms the intent of the named participating organization to provide the products/services identified herein for the vendor identified above.*

Indicate appropriate business classification(s):

MBE  WBE  Organization for the Blind  Sheltered Workshop  SDVE

Name of Organization:

(Name of MBE, WBE, Organization for the Blind, Sheltered Workshop, or SDVE)

Contact Name:	<u>Joseph Joyner</u>	Email:	<u>jjoyner@crwilliams.net</u>
Address (If SDVE, provide MO Address):	<u>1257 Hornsby, 2N</u>	Phone #:	<u>219-944-1615</u>
City:	<u>St. Louis</u>	Fax #:	<u>866-834-4294</u>
State/Zip:	<u>Missouri 63147</u>	Certification #	<u>11475</u>
SDVE's Website Address:		Certification Expiration Date:	<u>(or attach copy of certification) 9/9/2024</u>

Service-Disabled Veteran's (SDV) Name:	<u></u>	SDV's Signature:	<u></u>
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(Please Print)

**PRODUCTS/SERVICES PARTICIPATING ORGANIZATION AGREED TO PROVIDE**

Describe the products/services you (as the participating organization) have agreed to provide:  
CRWilliams & Associates LLC shall conduct an independent financial audit of the City of Bellefontaine Neighbors

**Authorized Signature:**

Joseph Joyner  
*Authorized Signature of Participating Organization*  
*(MBE, WBE, Organization for the Blind, Sheltered Workshop, or SDVE)*

8/11/2023  
*Date*

**EXHIBIT H. continued**

**DOCUMENTATION OF INTENT TO PARTICIPATE**

**SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE (SDVE)**

If a participating organization is an SDVE, unless the Service-Disabled Veteran (SDV) documents were previously submitted within the past three (3) years to the Division of Purchasing (Purchasing), the vendor **must** provide the following SDV documents:

- ✓ a copy of the SDV's Certificate of Release or Discharge from Active Duty (DD Form 214), and a copy of the SDV's disability rating letter issued by the Department of Veterans Affairs establishing a service connected disability rating, or a Department of Defense determination of service connected disability.

(NOTE: The SDV's Certificate of Release or Discharge from Active Duty (DD Form 214), and the SDV's disability rating letter issued by the Department of Veterans Affairs establishing a service connected disability rating, or Department of Defense determination of service connected disability shall be considered confidential pursuant to subsection 14 of section 610.021, RSMo.)

The vendor should check the appropriate statement below and, if applicable, provide the requested information.

- No, I have not previously submitted the SDV documents specified above to Purchasing and therefore have enclosed the SDV documents.
- Yes, I previously submitted the SDV documents specified above within the past three (3) years to Purchasing.

**Date** SDV Documents were Submitted: \_\_\_\_\_

Previous **Proposal/Contract Number** for Which the SDV Documents were Submitted:

\_\_\_\_\_  
(if applicable and known)

(NOTE: If the proposed SDVE and SDV are listed on the Purchasing SDVE database located at <http://oa.mo.gov/sites/default/files/sdvelisting.pdf>, then the SDV documents have been submitted to Purchasing within the past three [3] years. However, if it has been determined that an SDVE at any time no longer meets the requirements stated above, Purchasing will remove the SDVE and associated SDV from the database.)

**FOR STATE USE ONLY**

SDV Documents - Verification Completed By:

\_\_\_\_\_  
Buyer

\_\_\_\_\_  
Date

**BUSINESS ENTITY CERTIFICATION, ENROLLMENT DOCUMENTATION,  
AND AFFIDAVIT OF WORK AUTHORIZATION**

**BUSINESS ENTITY CERTIFICATION:**

The vendor must certify their current business status by completing either Box A or Box B or Box C on this Exhibit.

- |   |
|---|
| <p><b>BOX A:</b> To be completed by a non-business entity as defined below.</p> <p><b>BOX B:</b> To be completed by a business entity who has not yet completed and submitted documentation pertaining to the federal work authorization program as described at <a href="http://www.uscis.gov/e-verify">http://www.uscis.gov/e-verify</a>.</p> <p><b>BOX C:</b> To be completed by a business entity who has current work authorization documentation on file with a Missouri state agency including Division of Purchasing.</p> |
|---|

Business entity, as defined in section 285.525, RSMo, pertaining to section 285.530, RSMo, is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term "business entity" shall include but not be limited to self-employed individuals, partnerships, corporations, contractors, and subcontractors. The term "business entity" shall include any business entity that possesses a business permit, license, or tax certificate issued by the state, any business entity that is exempt by law from obtaining such a business permit, and any business entity that is operating unlawfully without such a business permit. The term "business entity" shall not include a self-employed individual with no employees or entities utilizing the services of direct sellers as defined in subdivision (17) of subsection 12 of section 288.034, RSMo.

Note: Regarding governmental entities, business entity includes Missouri schools, Missouri universities, out of state agencies, out of state schools, out of state universities, and political subdivisions. A business entity does not include Missouri state agencies and federal government entities.

**BOX A – CURRENTLY NOT A BUSINESS ENTITY**

I certify that N/A \_\_\_\_\_ (Company/Individual Name) **DOES NOT CURRENTLY MEET** the definition of a business entity, as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above, because: (check the applicable business status that applies below)

- I am a self-employed individual with no employees; **OR**
- The company that I represent employs the services of direct sellers as defined in subdivision (17) of subsection 12 of section 288.034, RSMo.

I certify that I am not an alien unlawfully present in the United States and if \_\_\_\_\_ (Company/Individual Name) is awarded a contract for the services requested herein under \_\_\_\_\_ (RFP Number) and if the business status changes during the life of the contract to become a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo then, prior to the performance of any services as a business entity, \_\_\_\_\_ (Company/Individual Name) agrees to complete Box B, comply with the requirements stated in Box B and provide the Division of Purchasing with all documentation required in Box B of this exhibit.

\_\_\_\_\_  
Authorized Representative's Name (Please Print)

\_\_\_\_\_  
*Authorized Representative's Signature*

\_\_\_\_\_  
Company Name (if applicable)

\_\_\_\_\_  
Date

*(Complete the following if you DO NOT have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box B, do not complete Box C.)*

BOX B – CURRENT BUSINESS ENTITY STATUS	
<p>I certify that N/A _____ (Business Entity Name) <b>MEETS</b> the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530.</p>	
<p>Authorized Business Entity Representative's Name (Please Print)</p>	<p><i>Authorized Business Entity Representative's Signature</i></p>
<p>Business Entity Name</p>	<p>Date</p>
<p>E-Mail Address</p>	
<p>As a business entity, the vendor must perform/provide each of the following. The vendor should check each to verify completion/submission of all of the following:</p>	
<p><input type="checkbox"/> Enroll and participate in the E-Verify federal work authorization program (Website: <a href="http://www.uscis.gov/e-verify">http://www.uscis.gov/e-verify</a>; Phone: 888-464-4218; Email: <a href="mailto:e-verify@dhs.gov">e-verify@dhs.gov</a>) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;</p>	
<p>AND</p>	
<p><input type="checkbox"/> Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include EITHER the E-Verify Employment Eligibility Verification page listing the vendor's name and company ID OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor's name and the MOU signature page completed and signed, at minimum, by the vendor and the Department of Homeland Security – Verification Division. If the signature page of the MOU lists the vendor's name and company ID, then no additional pages of the MOU must be submitted;</p>	
<p>AND</p>	
<p><input type="checkbox"/> Submit a completed, notarized Affidavit of Work Authorization provided on the next page of this Exhibit.</p>	

**AFFIDAVIT OF WORK AUTHORIZATION:**

The vendor who meets the section 285.525, RSMo, definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now \_\_\_\_\_ (Name of Business Entity Authorized Representative) as \_\_\_\_\_ (Position/Title) first being duly sworn on my oath, affirm \_\_\_\_\_ (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that \_\_\_\_\_ (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

*In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)*

_____	_____
<i>Authorized Representative's Signature</i>	Printed Name
_____	_____
Title	Date
_____	_____
E-Mail Address	E-Verify Company ID Number

Subscribed and sworn to before me this \_\_\_\_\_ of \_\_\_\_\_, I am  
(DAY) (MONTH, YEAR)  
commissioned as a notary public within the County of \_\_\_\_\_, State of  
(NAME OF COUNTY)  
\_\_\_\_\_, and my commission expires on \_\_\_\_\_.  
(NAME OF STATE) (DATE)

\_\_\_\_\_  
*Signature of Notary* *Date*

(Complete the following if you have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box C, do not complete Box B.)

BOX C – AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATUS	
<p>I certify that CRWilliams &amp; Associates LLC (Business Entity Name) <b>MEETS</b> the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri state agency that affirms enrollment and participation in the E-Verify federal work authorization program. The documentation that was previously provided included the following.</p> <ul style="list-style-type: none"> <li>• The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor's name and the MOU signature page completed and signed by the vendor and the Department of Homeland Security – Verification Division</li> <li>• A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months).</li> </ul>	
<p>Name of Missouri State Agency to Which Previous E-Verify Documentation Submitted: Division of Purchasing and Materials Management</p>	
<p>Joseph Joyner</p>	<p><i>Joseph Joyner</i></p>
<p>Authorized Business Entity Representative's Name (Please Print)</p>	<p><i>Authorized Business Entity Representative's Signature</i></p>
<p>CRWilliams &amp; Associates LLC</p>	<p>8/11/2023</p>
<p>Business Entity Name</p>	<p>Date</p>
<p>jjoyner@crwilliams.net</p>	<p>458703</p>
<p>E-Mail Address</p>	<p>E-Verify MOU Company ID Number</p>
FOR STATE OF MISSOURI USE ONLY	
<p>Documentation Verification Completed By:</p>	
	<p> </p>
<p>Buyer</p>	<p>Date</p>

*State of Missouri*  
Division of Professional Registration  
Limited Liability Company

VALID THROUGH OCTOBER 31, 2023  
ORIGINAL CERTIFICATE/LICENSE NO. 2009003277  
CRWILLIAMS & ASSOCIATES LLC  
1257 HORNSBY, 2N  
SAINT LOUIS MO 63147  
USA

CRWILLIAMS & ASSOCIATES LLC  
1257 HORNSBY, 2N  
SAINT LOUIS MO 63147  
USA





State of Missouri

Division of Professional Registration  
Certified Public Accountant - Individual

VALID THROUGH SEPTEMBER 30, 2023  
ORIGINAL CERTIFICATE/LICENSE NO. 2008004251  
JOSEPH JOYNER  
CRWILLIAMS & ASSOCIATES LLC  
7863 BROADWAY, SUITE 244  
MERRILLVILLE IN 46410  
USA

JOSEPH JOYNER  
CRWILLIAMS & ASSOCIATES LLC  
7863 BROADWAY, SUITE 244  
MERRILLVILLE IN 46410  
USA



Sarah H. Steelman  
Commissioner



Corey D. Bolton  
Director

STATE OF MISSOURI  
OFFICE OF ADMINISTRATION  
OFFICE OF EQUAL OPPORTUNITY

THIS CERTIFIES THAT

**CRWilliams & Associates LLC**

Qualifies as a Minority-Owned Business Enterprise which has met the eligibility criteria established by the State of Missouri, Office of Administration.

Handwritten signature of Corey D. Bolton in black ink.

Corey D. Bolton, Director, Office of Equal Opportunity

Certification Number: 11475	Date of Issue: 9/9/2021	Date of Expiration: 9/9/2024
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- ❖ Date of Expiration is only valid with completion of Annual Update / Recertification prior to the anniversary date.
- ❖ Current certification status of the above mentioned firm can be verified on the Office of Equal Opportunity Directory's website at: <https://equal.opportunity.mo.gov/CertifiedFirms/>

INTRODUCED BY ALDERMAN ALICIA SMITH

BILL NO. 2683

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

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR OF THE CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI, TO EXECUTE AND ENTER INTO A SERVICE AGREEMENT ON BEHALF OF THE CITY OF BELLEFONTAINE NEIGHBORS WITH DEKA CORPORATION D/B/A DEKA SERVICE FOR HVAC REPLACEMENTS AND IMPROVEMENTS.

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

**Section 1.** The Mayor and other appropriate city officials are hereby authorized to execute and enter into an agreement on behalf of the City with Deka Corporation d/b/a DEKA Service (“DEKA”), whereby DEKA will perform permanent HVAC Replacement & Improvements for three HVAC units that includes the gymnasium unit at the Recreation Center, Office and Police Department Unit at City Hall, for the City of Bellefontaine Neighbors in substantial accord with the terms and conditions set forth in Exhibit A attached hereto and incorporated herein by this reference, together with such amendments, addenda or revisions thereto in form or substance as may be approved by the City Attorney.

**Section 2.** This Ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor.

PASSED BY THE BOARD OF ALDERMEN FOR THE CITY OF BELLEFONTAINE NEIGHBORS ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

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

Attest:

\_\_\_\_\_  
Semmie Ruffin-Hall, City Clerk

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
Dinah Tatman, Mayor

Attest:

\_\_\_\_\_  
Semmie Ruffin-Hall, City Clerk

## **Contract Between Deka Corporation d/b/a DEKA Service and the City of Bellefontaine Neighbors, Missouri**

**This Contract** (the "Contract") is between the City of Bellefontaine Neighbors, Missouri, 9641 Bellefontaine Road, Bellefontaine Neighbors, MO 63137 (hereinafter referred to as the "City") and Deka Corporation d/b/a DEKA Service, a for-profit corporation organized and existing under the laws of the State of Missouri having a principal place of business at 1802 Larkin Williams Road, Fenton, MO 63026 (hereinafter referred to as the "Contractor") and will go into effect upon execution.

### **Witnesseth, That:**

**Whereas**, the City desires to engage the Contractor to render certain services in connection therewith;

#### **I. Scope of Services**

**A.** The Contractor shall, in a satisfactory and proper manner as determined by the City, perform the following services (the "Services"):

Contractor shall install the following permanent HVAC Replacement & Improvements for three HVAC units that includes the gymnasium unit at the Recreation Center, Office and Police Department Unit at City Hall, which Services shall include:

Demo the complete Gym unit;  
Install (1) new 25 Air handler with a hot water reheat coil;  
Install (1) new 25-ton condensing unit;  
Fabricate and install new refrigeration lines;  
Replace (1) 3-ton RTU for police;  
Replace (1) 7.5-ton split system gas fired;  
Power and control wiring;  
Start up; and  
Rework condensation drains on City Hall roof for all HVAC Units to run to gutters; and  
Install all appropriate sensors to have adequate temperature readings.

All Services to be provided are as more fully described in the City's Bid Form dated October 10, 2023, the Contractor's Cover Letter and Proposal dated November 9, 2023, and the Contractor's Proposal dated November 9, 2023 Rev 1., which shall be attached hereto and incorporated into this Contract by reference as part of **Exhibit A Documents**.

#### **II. Time of Performance**

**A.** The requirements outlined in the Scope of Services as described in Section I, Paragraph A are to commence as soon as practicable after the execution of this Contract or at a time acceptable to both the Contractor and the City and shall be undertaken and completed in

**Exhibit A**

such sequence as to assure their expeditious completion in light of the purposes of the Contract, but in any event, all of the provisions required hereunder shall be completed according to the following schedule:

If required under Section V, Paragraph E, Subparagraphs 2 and 3 of this Contract, performance and/or payment bonds shall be obtained no later than \_\_\_\_\_, 2023.

Work shall commence per the Scope of Services no later than \_\_\_\_\_, 2024, subject to issuance to the Notice to Proceed.

All Work provided for in this Contract shall be satisfactorily completed within \_\_\_\_\_ ( ) calendar weeks after commencement of the Work, subject to the issuance date of the Notice to Proceed.

### **III. Compensation and Method of Payment**

**A.** The City agrees to pay the Contractor the Sum of \$158,800.00. Such Sum is to be paid in the following manner in Subsection B upon the following terms:

Equipment and materials to be invoiced upon receipt from suppliers. Project labor and subcontractor costs to be invoiced monthly as percentage of completion or alternatively upon completion of agreed upon schedule milestones. All invoices shall be due NET 30 (thirty) days.

**B.** In every case, payment is subject to receipt of an invoice for payment from the Contractor specifying that it has completed and fulfilled a component of the requirements of this Contract identified in Section I and that it is entitled to receive the amount requisitioned under the terms of this Contract. Satisfactory performance required under this Contract shall be determined by the City as a condition of payment.

### **IV. Special Conditions**

**A.** The Contractor agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 of the Housing and Urban Development regulations concerning Community Development Block Grants (CDBG) and all federal regulations and policies issued pursuant to these regulations.

### **V. General Conditions**

**A. General Compliance.** The Contractor agrees to comply with all applicable federal, state and local laws and regulations governing the funds provided under this Contract.

**B. Independent Contractor.** Nothing contained in this Contract is intended to, or shall be construed in any manner as, creating or establishing the relationship of

employer/employee between the parties. The Contractor shall at all times remain an independent Contractor with respect to the Services to be performed under this Contract. The City shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance as the Contractor is an independent Contractor.

**C. Hold Harmless.** The Contractor shall hold harmless, defend and indemnify the City from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Contractor's performance or nonperformance of the Services or subject matter called for in this Contract. No provision of this Contract shall constitute a waiver of the City's right to assert a defense based on the doctrines of sovereign immunity, official immunity, or any other immunity available under law.

**D. Workers' Compensation.** The Contractor shall provide Workers' Compensation Insurance coverage for all employees involved in the performance of this Contract.

**E. Bonding Requirements.** The parties understand and agree that the Notice to Proceed will not be issued until the following bonding requirements have been met:

**1. Bid Guarantee Bond.** The Contractor shall post a bid guarantee bond of 5 percent of the bid price to assure that the bidder will, upon acceptance of his or her bid, execute such contractual documents as may be required within the time specified in the bid documents. (Applicable to contracts over \$10,000.)

**2. Performance Bond.** The Contractor shall post a performance bond for 100 percent of the Contract Sum to assure satisfactory completion of work provided for in this Contract. (Applicable to contracts over \$10,000.)

**3. Payment Bond.** The Contractor shall post a bond for 100 percent of the Contract Sum to assure payment of all persons supplying labor and material in the execution of work provided for in this Contract. (Applicable to contracts over \$100,000.)

**F. Performance of Work.** If the Contractor fails to complete the Work in accordance with the Time of Performance outlined in Section II, Paragraph A of this Contract, unless the delay is excusable under the provisions outlined in Paragraph H of this Section, this may be grounds for termination of this Contract as discussed in Paragraph M of this Section.

**G.** After Commencement of the Work, and until final completion of the Work, the Contractor shall report to the City, at such intervals as the City may reasonably direct, the actual progress of the work compared to the Time of Performance. If the Contractor falls behind schedule for any reason, it shall promptly take, and cause its Subcontractors to take, such action as is necessary to remedy the delay, and shall submit promptly to the City for



approval a supplementary schedule or progress chart demonstrating the manner in which the delay will be remedied.

H. Delays beyond the Contractor's control shall include such incidents as strikes, lockouts, fire, and other natural or man-made disasters. Weather shall not constitute a cause for granting an extension of time.

I. If the City determines that, as a result of any such cause beyond the Contractor's control, the delay in completion of the Work is so great that it cannot be remedied in the manner described in Paragraph G of this Section, or if the backlog of Work is so great that it cannot be remedied without incurring additional cost which the City does not authorize, then the Time of Performance shall be extended pursuant to a Contract Addendum for the minimum period of delay occasioned by such cause. The period of delay and extension shall be determined by the City and approved by the County.

J. All work provided for in this Contract shall be performed in a safe, neat and workmanlike manner.

K. **Amendments.** The City or the Contractor may amend this Contract at any time provided that such amendments make specific reference to this Contract and are executed in writing, signed by a duly authorized representative of both organizations, and approved by the County. Such amendments shall not invalidate this Contract, nor relieve or release the City or the Contractor from its obligations under this Contract.

L. The City may, at its discretion, amend this Contract to conform with federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the Scope of Services, or schedule of the activities to be undertaken as part of this Contract, such modifications will be incorporated only by written amendment signed by both the City and the Contractor.

M. **Termination of Contract.** If the Contractor is adjudged a bankrupt, or if the Contractor makes a general assignment for the benefit of creditors, or if a receiver is appointed on account of the Contractor's insolvency, or if the Contractor repeatedly fails, except in cases for which extension of time is provided, to make progress in accordance with the Time of Performance outlined in Section II, Paragraph A of this Contract, or if the Contractor fails to make prompt payment to Subcontractors or for material or labor, or if the Contractor disregards applicable regulations, laws, ordinances, or the instructions of the City, or if the Contractor fails to perform the work provided for in this Contract in a safe, neat and workmanlike manner, or if the Contractor otherwise breaches any provision of this Contract, the City may, without prejudice to any other right or remedy, by giving three (3) days prior written notice to the Contractor and his surety, terminate this Contract, take possession of the Work and of all materials and equipment thereon and finish the Work by whatever method the City may deem expedient. In such case, the Contractor shall not be



entitled to receive any further payment until the Work is finished. If the unpaid balance of the Contract Sum shall exceed the expense of finishing the Work, including additional architectural, managerial, and administrative expenses, such excess shall be paid to the Contractor. If such expenses shall exceed the unpaid balance of the Contract Sum, the Contractor shall pay the difference to the City promptly upon demand. In the event of termination pursuant to this paragraph, the Contractor, upon the request of the City, shall promptly:

1. Assign to the City in the manner and to the extent directed by the City all rights, title and interest of the Contractor under any subcontracts, purchase orders and construction equipment leases to which the Contractor is a party and which relate to the Work or to construction equipment required therefore, and

2. Make available to the City to the extent directed by the City all construction equipment owned by the Contractor and employed in connection with the Work.

N. Performance of the Work hereunder may be terminated by the City by giving three (3) days prior written notice to the Contractor if the City, in its sole discretion, decides to discontinue or suspend construction. In the event of such termination, as opposed to termination pursuant to Paragraph M of this Section, the Contract Sum shall be reduced in an equitable manner by agreement between the parties or by arbitration.

O. **Insurance.** The Contractor shall name City, its employees, agents and representatives as Additional Insureds for Comprehensive General Liability, Comprehensive Business Automobile Liability, Excess Liability Coverage or Umbrella, and Professional Liability and provide the other insurance coverages required by the Contract, with respect to work performed by the Contractor, as provided in the coverages and amounts listed below:

Contractor shall purchase and maintain the following insurance, at Contractor's expense:

1. Commercial General Liability (occurrence form) including: premises and completed operations, broad form property damage and contractual liability, products liability, employees as insureds, explosion, collapse and underground and independent contractors with minimum limits of:

- \$2,000,000 General aggregate
- \$2,000,000 Products-completed operations aggregate
- \$1,000,000 Personal and advertising injury
- \$1,000,000 Each occurrence
- \$100,000 Fire damage
- \$10,000 Medical payments

Contractual Liability coverage may not contain restriction for assumption of the others sole negligence, or deletion of coverage for contractual liability. Coverage may have punitive damages exclusion.

2. Commercial Automobile Liability:

\$1,000,000 Combined Single Limit (per accident) including all owned autos, hired autos and non-owned autos.

Contractual liability coverage may not contain restrictions for assumption of others sole negligence, nor any deletion of coverage for contractual liability.

3. Workers' Compensation: as per the statutory requirements of Missouri performed, including Employer's Liability with a minimum limits of:

\$500,000 per accident  
\$500,000 per disease each employee  
\$500,000 disease policy limit

Any subcontractor or employee leasing company used by the contractor must maintain Workers' Compensation coverage equal to these limits. Any employee leasing company must also name Contractor as Alternate Employer.

All personnel on Contractor's job sites must be covered under a Workers' Compensation policy within the statutory limits as provided under the laws of the state in which the work is performed.

If contractor is a sole proprietor and has no other employees, contractor MUST still purchase a Workers' Compensation Policy. When contractor purchases Workers' Compensation Insurance, the certificate must indicate whether coverage has been waived for Officers, Partners, Shareholders, LLC Members and/or Sole Proprietors.

4. Excess Liability Coverage or Umbrella: minimum limits of \$4,000,000 overlaying the underlying limits for commercial General Liability, Auto Liability and Employers Liability.

5. Professional Liability Insurance with limits of:

\$ 300,000 per individual per occurrence

\$1,000,000 per aggregate per occurrence

Contractor agrees to provide at least sixty (60) days advance written notice of any cancellation or rescission of any policy that Contractor or any of its subcontractors or suppliers is required to maintain under the contract documents.

**P. Bonds.** Contractor shall furnish bonds acceptable to the City which cover the faithful performance of the Contract for the benefit of the City and payment of any and all obligations arising under the Contract as required by Missouri law, as follows:

Type

Bid Bond	5% of Contract Value
Performance and Payment Bond	Full Contract value

**Q. Severability.** The provisions of this Contract shall be severable and if any provision of this Contract is deemed unenforceable, then such provision shall be enforced to the maximum extent possible under applicable law so as to effect the intent of the parties and the other provisions of this Contract shall continue in full force and effect.

**R. Jurisdiction.** The provisions of this Contract shall be severable and if any provision of this Contract is deemed unenforceable, then such provision shall be enforced to the maximum extent possible under applicable law so as to effect the intent of the parties and the other provisions of this Contract shall continue in full force and effect.

## **VI. Documentation and Recordkeeping**

**A. Records.** The Contractor and the City shall retain all records pertinent to expenditures incurred under this contract for a period of four (4) years after the submission of the CDBG Consolidated Annual Performance Evaluation Report (CAPER) for the program year in which the activity was completed, or after the resolution of all Federal audit findings, whichever occurs later.

**B. Payment Procedures.** The City will pay to the Contractor funds available under this Contract based upon information submitted by the Contractor and consistent with any approved budget and policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Contractor, and not to exceed actual cash requirements.

## **VII. Personnel and Participant Conditions**

**A. Civil Rights Compliance.** The Contractor agrees to comply with all city and state civil rights ordinances and with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 109 of Title I of the Housing and Community Development Act of 1974, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and with Executive Order 11246 as amended by Executive Orders 11375 and 12086. The Contractor shall include the provisions of this part in all subcontracts.

**B. Nondiscrimination.** The Contractor will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, national origin, sex, disability or other handicap, age, marital status, or status with regard to public assistance. The Contractor will take affirmative action to ensure that all employment practices are free from such discrimination. Such employment practices include but are not limited to the following: hiring, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting agency setting forth the provisions of this nondiscrimination clause. The Contractor shall include the provisions of this part in all subcontracts.

**C. Land Covenants.** This Contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and 24 CFR 570, Part I. In regard to the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this Contract, the Contractor shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the City and the United States are beneficiaries of and entitled to enforce such covenants. The City, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

**D. Section 504 and Americans with Disabilities Act.** The Contractor agrees to comply with any federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 706) and the Americans with Disabilities Act which prohibits discrimination against the handicapped in any federally assisted program. The City shall provide the Contractor with any guidelines necessary for compliance with that portion of the regulations in force during the term of this contract.

**E.** It shall be the responsibility of the Contractor to ensure that all goods, services, and/or work procured and/or performed under this Contract shall conform to and be performed in compliance with the Americans with Disabilities Act of 1990. The Contractor agrees that, in case of non-compliance, it shall replace the service and/or work performed in order to effect such compliance, or pay liquidated damages in the amount required to effect compliance.

**F. Affirmative Action.** The Contractor agrees that it shall commit to carrying out, pursuant to the County's specifications, an Affirmative Action Program in keeping with the principles as provided in the President's Executive Order 11246 of September 24, 1965. The County shall provide Affirmative Action guidelines to the Contractor to assist in the formulation of such program.



**G. MBE/DBE/WBE.** The Contractor will use its best efforts to afford minority and women-owned business enterprises the maximum practicable opportunity to participate in the performance of this Contract. As used in this Contract, the term "minority and female business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are African-Americans; Spanish-speaking, Spanish-surnamed or Spanish heritage Americans; Asian-Americans; and American Indians. The Contractor may rely on written representations by Subcontractors regarding their status as minority and female business enterprises in lieu of an independent investigation.

**H. Access to Records.** The Contractor shall furnish and cause each of its Subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the City, the United States Department of Housing and Urban Development (hereinafter referred to as "HUD"), or the County, or other authorized federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.

**I. EEO/AA Statement.** The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that it is an Equal Opportunity or Affirmative Action employer.

#### **VIII. Employment Restrictions**

**A. OSHA.** Where employees are engaged in activities not covered under the Occupational Safety and Health Act of 1970, they shall not be required or permitted to work, be trained, or receive services in buildings or surroundings or under working conditions which are unsanitary, hazardous or dangerous to the participants' health or safety.

**B. "Section 3" Clause.** Compliance with the provisions of Section 3 of the Housing and Urban Development Act of 1968, as amended; the regulations set forth in 24 CFR 135; and all applicable rules and orders issued hereunder prior to the execution of this contract shall be a condition of the federal financial assistance provided under this contract and binding upon the County, the City and the Contractor. Failure to fulfill these requirements shall subject the City, the Contractor and any Subcontractor, their successors and assigns, to those sanctions specified by the agreement through which federal assistance is provided. The City certifies and agrees that no contractual or other disability exists which would prevent compliance with these requirements.

**C.** The Contractor further agrees to comply with these "Section 3" requirements and to include the following language in all subcontracts executed under this Contract: "The work to be performed under this contract is a project assisted under a program providing direct federal financial assistance from HUD and is subject to the requirements of Section 3 of the

Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in or owned in substantial part by persons residing in the areas of the project."

**D.** The Contractor certifies and agrees that no contractual or other disability exists which would prevent compliance with these requirements.

**E. Subcontracts.** The Contractor will include this "Section 3" clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the Subcontractor is in violation of regulations issued by HUD. The Contractor will not subcontract with any Subcontractor where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR 135 and will not let any subcontract unless the Subcontractor has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

**F. Assignability.** The Contractor shall not assign or transfer any interest in this Contract without the prior written consent of the City thereto; provided, however, that claims for money due or to become due to the Contractor from the City under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the City.

**G. Conflict of Interest.** The Contractor agrees to abide by the provisions of 24 CFR 570.611 with respect to conflicts of interest, and covenants that it presently has no financial interest and shall not acquire any financial interest, direct or indirect, which would conflict in any manner or degree with the performance of Services required under this Contract. The Contractor further covenants that in the performance of this Contract no person having such a financial interest shall be employed or retained by the Contractor hereunder. These conflict of interest provisions apply to any person who is an employee, agent, the Contractor, officer, elected official or appointed official of the City, or of any designated public agencies or Contractors which are receiving funds under the CDBG program.

## **IX. Subcontracts**

**A. Approvals.** The Contractor shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the City prior to the execution of such agreement.

**B. Monitoring.** The County will monitor all Subcontractors on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance. However, it is expressly agreed that the County will not be held

responsible for contract non-compliance on the part of any Subcontractor, or for any damages incurred as the result of non-compliance.

**C. Content.** The Contractor shall cause all of the provisions of this Contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Contract.

**D. Selection Process.** The Contractor shall undertake to ensure that all subcontracts let in the performance of this Contract shall be awarded on a fair and open competitive basis.

## **X. Copyright**

**A.** If this Contract results in any copyrightable material, the City, reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use, and authorize others to use, the work for government purposes.

## **XI. Religious Organization**

**A.** The City agrees that funds provided under this Contract will not be utilized for religious activities, to promote religious interests, or for the benefit of a religious organization in accordance with the federal regulations specified in 24 CFR 570.200(j).

## **XII. Environmental Conditions**

**A. Lead-Based Paint.** The Contractor agrees that any construction or rehabilitation of residential structures with assistance provided under this Contract shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR Part 35, in particular SubPart B thereof. Such regulations pertain to all HUD-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning.

**B. Historic Preservation.** The Contractor agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR, Part 800-Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this Contract.



### **XIII. E-Verify**

To the extent that it is required, the Contractor shall comply with Section 285.530 RSMo. regarding enrollment and participation in a federal work authorization program with respect to all persons working in connection with the services provided under this Contract and represents and warrants that it is in compliance with Section 285.530 at the time of the award of this Contract. Contractor shall provide a sworn affidavit and supporting documentation affirming participation in a qualified work authorization program and that Contractor does not knowingly employ any person who is an unauthorized alien in connection with the Work to be performed pursuant to this Contract substantially in the form of the **ATTACHMENTS 1 and 2** to this Contract which shall be incorporated herein by this reference.

### **XIV. Miscellaneous**

**A. Anti-Discrimination Against Israel Act.** Pursuant to Section 34.600 of the Revised Statutes of Missouri, as amended (the "Section"), the Contractor hereby certifies to the City that it is not currently engaged in and shall not, for the duration of this Contract, engage in a boycott of goods or services from the State of Israel, companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel, or persons or entities doing business in the State of Israel. The foregoing certification shall not be deemed an admission or agreement that the Section is applicable to the purchase of the Services, but the foregoing certification is provided if the Section is applicable. If the Section is initially deemed or treated as applicable to the purchase of the Services, but it is subsequently determined not to apply for any reason including by reason of applicable federal law, the repeal or amendment of the Section or any ruling of a court of competent jurisdiction as to the unenforceability or invalidity of the Section, then the foregoing certification shall cease and not exist.

### **XV. Attachments**

The following documents are attached hereto and incorporated herein as part of **Exhibit A**:

**City's Bid Form dated October 10, 2023**

**Contractor's Cover Letter and Proposal dated November 9, 2023**

**Selective Insurance Company of America Bid Bond No. 1295480**

**Contractor's Proposal dated November 9, 2023 Rev 1. and Bid dated November 9, 2023.**

**Comprehensive General Liability Policy and Certificate naming City as Additional Insured**

**Comprehensive Business Automobile Liability Policy and Certificate naming City as Additional Insured**

**Professional Liability Policy and Certificate naming City as Additional Insured**

**Workers Compensation Insurance Policy**

**Performance and Payment Bond**

In the event of any inconsistency between the Contract and Exhibit A, the terms of the Contract and the City's Bid Form dated October 10, 2023 shall prevail over other documents.

**[Remainder of Page Intentionally Left Blank.]**

**IN WITNESS WHEREOF**, the parties hereto have executed this Contract as of the later of the dates set forth below.

**City of Bellefontaine Neighbors, MO**

**Deka Corporation d/b/a DEKA Service**

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Name: Dinah L. Tatman

Name: \_\_\_\_\_

Title: Mayor

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Approved as to legal form:

Signed:

\_\_\_\_\_

Name:

\_\_\_\_\_

## ATTACHMENT 1

### FEDERAL WORK AUTHORIZATION PROGRAM ("E-VERIFY") ADDENDUM

Pursuant to Missouri Revised Statute §285.530, all business entities awarded any contract in excess of five thousand dollars (\$5,000) with a Missouri political subdivision must, as a condition to the award of any such contract, be enrolled and participate in a federal work authorization program with respect to the employees working in connection with the contracted Work being provided, or to be provided, to the City (to the extent allowed by E-Verify). In addition, the business entity must affirm the same through sworn affidavit and provision of documentation. In addition, the business entity must sign an affidavit that it does not knowingly employ any person who is an unauthorized alien in connection with the Work being provided, or to be provided, to the City.

Accordingly, you:

a) agree to have an authorized person execute the attached "Federal Work Authorization Program Affidavit" attached hereto and deliver the same to the City prior to or contemporaneously with the execution of your contract with the City;

b) affirm you are enrolled in the "E-Verify" (formerly known as "Basic Pilot") work authorization program of the United States, and are participating in E-Verify with respect to your employees working in connection with the Work being provided (to the extent allowed by E-Verify), or to be provided, by you to the City;

c) affirm that you are not knowingly employing any person who is an unauthorized alien in connection with the Work being provided, or to be provided, by you to the City;

d) affirm you will notify the City if you cease participation in E-Verify, or if there is any action, claim or complaint made against you alleging any violation of Missouri Revised Statute §285.530, or any regulations issued thereto;

e) agree to provide documentation of your participation in E-Verify to the City prior to or contemporaneously with the execution of your contract with the City (or at any time thereafter upon request by the City), by providing to the City an E-Verify screen print-out (or equivalent documentation) confirming your participation in E-Verify;

f) agree to comply with any state or federal regulations or rules that may be issued subsequent to this addendum that relate to Missouri Revised Statute §285.530; and

g) agree that any failure by you to abide by the requirements a) through f) above will be considered a material breach of your contract with the City.

By: \_\_\_\_\_ (signature)

Printed Name and Title: \_\_\_\_\_

For and on behalf of: \_\_\_\_\_ (company name)

ATTACHMENT 2

FEDERAL WORK AUTHORIZATION PROGRAM AFFIDAVIT

I, \_\_\_\_\_, being of legal age and having been duly sworn upon my oath, state the following facts are true:

1. I am more than twenty-one years of age; and have first-hand knowledge of the matters set forth herein.
2. I am employed by \_\_\_\_\_ and have authority to issue this affidavit.
3. I am enrolled in and participating in the United States E-Verify (formerly known as "Basic Pilot") federal work authorization program with respect to any employees working in connection with the services I am providing to, or will provide to, the City, to the extent allowed by E-Verify.
4. I do not knowingly employ any person who is an unauthorized alien in connection with the services I am providing to, or will provide to, the City.

FURTHER AFFIANT SAYETH NOT.

By: \_\_\_\_\_ (individual signature)

For: \_\_\_\_\_ (company name)

Title: \_\_\_\_\_

Subscribed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

NOTARY PUBLIC

My commission expires:

**EXHIBIT A - Documents**