

**CITY OF DARDENNE PRAIRIE  
2032 HANLEY ROAD  
DARDENNE PRAIRIE, MO 63368**

**BOARD OF ALDERMEN  
WORKSHOP AGENDA  
JUNE 15, 2016  
5:30 p.m.**

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**CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ITEMS FOR DISCUSSION AND CONSIDERATION**

1. Presentation of the Independent Auditor's Report & Financial Statements by Botz, Deal & Company, P.C.
2. City's Depository for City Funds
3. Short Term Goals (0 – 3 year projects)
4. Long Term Goals (3 – 10 year projects)
5. Review of Board of Aldermen Meeting Agenda (06-15-16)

**STAFF COMMUNICATIONS**

1. City Attorney
2. City Engineer
3. Staff
4. Aldermen
5. Mayor

**CLOSED SESSION**

Roll call vote to hold closed session pursuant to RSMo 610.021 section \_\_\_\_\_  
Litigation and Privileged Communications (1)  
Real Estate (2)  
Personnel (3)  
Labor (9)  
Bid Specs (11)  
Audit (17)

**RETURN TO REGULAR MEETING AGENDA**

**ADJOURNMENT**

*CITY OF DARDENNE PRAIRIE, MISSOURI*

*FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
DECEMBER 31, 2015*

***CITY OF DARDENNE PRAIRIE, MISSOURI***

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## INDEPENDENT AUDITORS' REPORT



The Honorable Mayor and Members of the Board of Aldermen  
*CITY OF DARDENNE PRAIRIE, MISSOURI*

### Report on the Financial Statements

We have audited the accompanying modified cash basis financial statements of the governmental activities and each major fund of the City of Dardenne Prairie, Missouri, as of and for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## **Opinions**

In our opinion the financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities and each major fund of City of Dardenne Prairie, Missouri, as of December 31, 2015, and the respective changes in modified cash basis financial position for the year then ended in accordance with the modified cash basis of accounting described in Note 1.

## **Emphasis of Matter**

As described in Note 1 to the financial statements, in 2015, the City adopted new accounting guidance, GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27* and GASB Statement No. 71, *Pension Contributions Made Subsequent to the Measurement Date*. Our opinion is not modified with respect to this matter.

## **Basis of Accounting**

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

## **Other Information**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and schedule of funding progress on pages 4 through 10 and 31 through 35, be presented to supplement the basic financial statements. Such information, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Dardenne Prairie, Missouri's basic financial statements. The management's discussion and analysis, budgetary comparison, schedule of changes in net pension liability and schedule of employer contributions are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The management's discussion and analysis, budgetary comparison, schedule of changes in net pension liability and schedule of employer contributions are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

*Betz Deal & Company*

May 26, 2016

**CITY OF DARDENNE PRAIRIE, MISSOURI**  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2015

As management of the City of Dardenne Prairie, Missouri, we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended December 31, 2015. We encourage readers to consider the information presented here along with the City's financial statements, including the notes to the financial statements.

**FINANCIAL HIGHLIGHTS**

- On a government-wide basis the assets of the City exceeded its liabilities for the most recent fiscal year by \$25,555,063. The City has unrestricted net position of \$4,587,042.
- As of the close of the current fiscal year, the City's governmental funds reported combined ending fund balance of \$4,722,832.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$3,540,676.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to service as an introduction to the City's financial statements. The City's financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains required supplementary information.

**Government-wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the City's finances in a manner similar to a private-sector business. Note the government-wide financial statements exclude fiduciary fund activities. For the most part, the effect of interfund activity has been removed from these statements. Individual funds are not displayed but the statements distinguish governmental activities, which normally are supported by taxes and City general revenues, from business-type activities, which rely to a significant extent on fees and charges to external customers for support.

The statement of net position presents information on all of the City's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The statement of activities presents information showing how the City's net position changed during the most recent fiscal year.

The City has elected to utilize a modified cash basis of accounting as explained in Note 1 of the notes to the financial statements.

## **Fund Financial Statements**

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, the governmental fund financial statements do not report long-term assets or liabilities. These funds use fund balance as their measure of available spendable financial resources at the end of the period, such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statement, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financial decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and the government-wide governmental activities.

The City maintains several individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Road Fund, Parks and Recreation and Storm Water Control Fund, Capital Improvement Fund, Certificates of Participation Debt Service Fund and Neighborhood Improvement District Debt Service Fund all of which are considered to be major funds.

The City adopts an annual appropriated budget for all of its funds. Budgetary comparison statements have been provided for the General Fund and major special revenue funds to demonstrate legal compliance with the respective adopted budget.

## **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

## **Supplementary Information**

In addition to the financial statements and accompanying notes, certain required supplementary information has been provided.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

The City presents its financial statements under the reporting model pursuant to Governmental Accounting Standards Board Statement No. 34 (GASB 34), *Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*.

A condensed version of the statement of net position follows:

	2015	2014	Increase (Decrease)
<b>ASSETS</b>			
Cash and cash equivalents	\$ 4,240,452	\$ 3,765,589	\$ 474,863
Restricted cash and cash equivalents	612,704	603,797	8,907
Net pension asset	80,308	-	80,308
Capital assets	<u>24,782,489</u>	<u>25,483,344</u>	<u>(700,855)</u>
Total Assets	<u>29,715,953</u>	<u>29,852,730</u>	<u>(136,777)</u>
<b>DEFERRED OUTFLOWS</b>			
	<u>36,665</u>	<u>-</u>	<u>36,665</u>
<b>LIABILITIES</b>			
Court bond liability	1,578	5,392	(3,814)
Lease security deposits	4,420	4,420	-
Performance deposit	124,326	137,765	(13,439)
Long-term obligations (current portion)	280,000	265,000	15,000
Long-term obligation (noncurrent)	<u>3,761,624</u>	<u>4,045,364</u>	<u>(283,740)</u>
Total Liabilities	<u>4,171,948</u>	<u>4,457,941</u>	<u>(285,993)</u>
<b>DEFERRED INFLOWS</b>			
	<u>25,607</u>	<u>-</u>	<u>25,607</u>
<b>NET POSITION</b>			
Net investment in capital assets	19,785,865	20,122,980	(337,115)
Restricted for:			
Debt services	612,671	603,764	8,907
Policing and road improvements	411,639	264,644	146,995
Park/storm water control Improvements	71,644	54,346	17,298
Capital improvements	86,202	-	86,202
Unrestricted	<u>4,587,042</u>	<u>4,349,055</u>	<u>237,987</u>
Total Net Position	<u>\$ 25,555,063</u>	<u>\$ 25,394,789</u>	<u>\$ 160,274</u>

As noted earlier, net position may serve over time as a useful indicator of a city's financial position. As illustrated above, in the case of the City of Dardenne Prairie, assets exceeded liabilities by \$25,555,063 at the close of December 31, 2015.

By far the largest portion of the City of Dardenne Prairie's net position (77.4%) reflects its investment in capital assets (e.g., land, building, and infrastructure) less any related debt used to acquire those assets that is still outstanding. The City of Dardenne Prairie uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

An additional portion of the City of Dardenne Prairie's net position (6%) represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position \$4,587,042 may be used to meet the government's ongoing obligations to citizens and creditors.

**Governmental Activities**

As illustrated below, governmental activities increased the City's net position by \$160,274.

	2015	2014	Increase (Decrease)
<b>REVENUES</b>			
Program revenues:			
Charges for services	\$ 382,146	\$ 429,222	\$ (47,076)
Operating and capital grants	725,502	734,164	(8,662)
General revenues and transfers:			
Sales tax	1,717,718	1,667,278	50,440
Property taxes	293,194	290,442	2,752
NID Assessment Fees	126,666	126,666	-
Franchise fees	117,848	108,267	9,581
Investment income	3,463	7,319	(3,856)
Miscellaneous	96,009	103,523	(7,514)
<b>Total Revenues</b>	<u>3,462,546</u>	<u>3,466,881</u>	<u>(4,335)</u>
<b>EXPENSES</b>			
General government	1,818,803	1,879,785	(60,982)
Road	274,634	260,571	14,063
Park	106,812	126,792	(19,980)
Storm water projects	13,996	43,367	(29,371)
Public safety	312,432	305,082	7,350
Interest on long-term debt	161,604	171,509	(9,905)
Unallocated depreciation	682,409	682,409	-
<b>Total Expenses</b>	<u>3,370,690</u>	<u>3,469,515</u>	<u>(98,825)</u>
<b>CHANGE IN NET POSITION</b>	91,856	(2,634)	94,490
<b>NET POSITION - BEGINNING</b>	25,394,789	25,397,423	(2,634)
Prior period adjustment	68,418	-	68,418
<b>NET POSITION - ENDING</b>	<u>\$ 25,555,063</u>	<u>\$ 25,394,789</u>	<u>\$ 160,274</u>

## FINANCIAL ANALYSIS OF THE CITY'S FUNDS

The City uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

### Governmental Funds

The focus of the City's governmental funds is to provide information on inflows, outflows, and balances of available expendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance (deficit) may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year. The following is an analysis of fund balance:

	General Fund	Road Fund	Parks and Recreation And Storm Water Control	Capital Improvement Fund	Certificate of Participation Debt Service Fund	NID Debt Service Fund
December 31, 2015	\$ 3,540,676	\$ 411,639	\$ 71,644	\$ 86,202	\$ 248,217	\$ 364,454
December 31, 2014	3,460,671	\$ 264,644	\$ 54,346	\$ (161,616)	\$ 248,203	\$ 355,561

The General Fund is the chief operating fund of the City of Dardenne Prairie. A measure of the General Fund's liquidity, it may be useful to compare General Fund unassigned fund balance to General Fund total expenditures. General Fund unassigned fund balance represents 183% of General Fund total expenditures. The fund balance in the City's General Fund increased by \$80,005 from the prior year fund balance.

### CAPITAL ASSETS

The City has a net investment of \$24,782,489 at December 31, 2015 in a broad range of capital assets, including land, building, improvements, and infrastructure. This amount includes a net decrease for the current fiscal year (including additions and deductions) of \$700,855. The City's capital assets, net of accumulated depreciation, consisted of:

	2015	2014	Increase (Decrease)
Land	\$ 2,722,922	\$ 2,722,922	\$ -
Land improvements	2,094,002	2,088,872	5,130
Building and improvements	3,302,198	3,302,198	-
Equipment	556,503	514,289	42,214
Infrastructure	20,860,156	20,860,156	-
Construction in progress	128,869	-	128,869
<b>TOTAL</b>	<u>29,664,650</u>	<u>29,488,437</u>	<u>176,213</u>
Less: Accumulated Depreciation	(4,882,161)	(4,005,093)	(877,068)
<b>Total Capital Assets, Net of Accumulated Depreciation</b>	<u>\$ 24,782,489</u>	<u>\$ 25,483,344</u>	<u>\$ (700,855)</u>

## LONG-TERM DEBT

### Certificate of Participation Series 2008 (COPS 2008)

During 2008, the City authorized the issuance of \$3,200,000 Certificates of Participation, Series 2008 to provide funds to (a) pay the costs of the construction of a portion of a new city hall, (b) traffic signalization, (c) fund a debt service reserve fund for the Series 2008 Certificates and (d) pay the costs of delivering the Series 2008 Certificates. Principal owed at December 31, 2015 totaled \$2,380,000.

### Certificate of Participation Series 2009 (COPS 2009)

During 2009, the City authorized the issuance of \$900,000 Certificates of Participation, Series 2009 collectively with the Series 2008 Certificates of Participation to provide funds to (a) acquire park land, construct and equip a park maintenance building and provide park improvements and landscaping at the City's city hall site, together with all related improvements and, (b) to pay the costs of issuing the Series 2009 Certificates. Principal owed at December 31, 2015 totaled \$670,000.

### Neighborhood Improvement District Limited General Obligation Bond

During 2005, the City authorized the issuance of \$1,605,000 Neighborhood Improvement District General Obligation Bonds for the purpose of (1) paying all or part of the costs of improvements within the district's boundaries, (2) paying the costs of issuing the bonds, and (3) establishing and funding the Bond Reserve.

During 2012, the City authorized the issuance of \$1,240,000 Neighborhood Improvement district Limited General Obligations Refunding Bonds for the purpose of providing funds to (a) refund the series 2005 Bonds, (b) fund a debt service reserve fund to secure the 2012 Bonds, and (c) pay the costs of issuance of the 2012 Bonds. Principal owed at December 31, 2015 totaled \$955,000.

## 2015 SIGNIFICANT BUDGET VARIATIONS

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<u>General Fund</u>			
Capital outlay	669,008	389,190	279,818

Fluctuations are attributed to the fact that budgeted projects were behind schedule at year-end.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

For year ending December 31, 2016, the City projects revenue of \$2,051,301 and expenditures of \$1,865,153 in the General Fund. The City is planning to invest approximately \$894,000 in capital projects of which approximately \$501,000 is to be derived from the General Fund and the balance of funding is to be derived from the Parks & Storm Water Fund, Special Revenue Fund and Capital Improvement Fund. As a result, the City estimates an ending fund balance of \$3,230,657 in the General Fund at December 31, 2016. The City anticipates an ending fund balance of \$71,644 in the Parks and Recreation/Storm Water Control Fund, \$411,639 in the Road Special Revenue Fund and \$86,168 in the Capital Improvement Fund.

## **Request for Information**

This financial report is designed to provide a general overview of the City's finances for all those with and interest in the City's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Kimberlie Clark, City Clerk/Treasurer  
City of Dardenne Prairie  
2032 Hanley Road  
Dardenne Prairie, MO 63368

**CITY OF DARDENNE PRAIRIE, MISSOURI**  
**STATEMENT OF NET POSITION - MODIFIED CASH BASIS**  
**DECEMBER 31, 2015**

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 4,240,452
Restricted cash and cash equivalents	612,704
Net pension asset	80,308
Capital assets - net:	
Nondepreciable	2,851,791
Depreciable	21,930,698
<b>TOTAL ASSETS</b>	<u>29,715,953</u>
<b>DEFERRED OUTFLOWS</b>	
Pension related deferred outflows	<u>36,665</u>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<u>29,752,618</u>
<b>LIABILITIES</b>	
Court bond liability	1,578
Lease security deposits	4,420
Performance deposits	124,326
Noncurrent liabilities:	
Due in one year	280,000
Due in more than one year	3,761,624
<b>TOTAL LIABILITIES</b>	<u>4,171,948</u>
<b>DEFERRED INFLOWS</b>	
Pension related deferred inflows	<u>25,607</u>
<b>NET POSITION</b>	
Net investment in capital assets	19,785,865
Restricted for:	
Debt service	612,671
Policing and improvement of roads	411,639
Park and storm water control improvements	71,644
Capital improvements	86,202
Unrestricted	4,587,042
<b>TOTAL NET POSITION</b>	<u>\$ 25,555,063</u>

The accompanying notes are an integral part of these financial statements.

**CITY OF DARDENNE PRAIRIE, MISSOURI**  
**STATEMENT OF ACTIVITIES - MODIFIED CASH BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

<u>Functions/Programs</u>	Program Revenue		Net (Expense) Revenue and Change in Net Position
<u>Governmental Activities</u>	Charges for Service	Capital Grants and Contributions	Governmental Activities
General government	\$ 1,818,803	\$ -	\$ (1,678,220)
Road	274,634	725,502	450,868
Park	106,812	-	(106,812)
Stormwater projects	13,996	-	(13,996)
Public safety	312,432	241,563	(70,869)
Interest on long-term debt	161,604	-	(161,604)
Depreciation, unallocated	682,409	-	(682,409)
<b>TOTAL GOVERNMENTAL ACTIVITIES</b>	<b>\$ 3,370,690</b>	<b>\$ 382,146</b>	<b>(2,263,042)</b>
	Taxes:		
	Sales		
	Property		1,717,718
	NID assessment fees		293,194
	Franchise fees		126,666
	Investment income		117,848
	Rental income		3,463
	Miscellaneous		51,132
	<b>TOTAL GENERAL REVENUES</b>		<b>2,354,898</b>
	CHANGE IN NET POSITION		91,856
	NET POSITION - BEGINNING OF YEAR, AS PREVIOUSLY STATED		25,394,789
	Prior period adjustment		68,418
	NET POSITION - BEGINNING OF YEAR, AS RESTATED		25,463,207
	NET POSITION - END OF YEAR		\$ 25,555,063

The accompanying notes are an integral part of these financial statements.

**CITY OF DARDENNE PRAIRIE, MISSOURI**  
**BALANCE SHEET - MODIFIED CASH BASIS - GOVERNMENTAL FUNDS**  
**DECEMBER 31, 2015**

	General Fund	Road Fund	Parks and Recreation and Storm Water Control Fund	Capital Improvement Fund	Certificates of Participation Debt Service Fund	Neighborhood Improvement District Debt Service Fund	Total
<b>ASSETS AND OTHER DEBITS</b>							
Cash and cash equivalents	\$ 3,671,000	\$ 411,639	\$ 71,644	\$ 86,169	\$ -	\$ -	\$ 4,240,452
Restricted cash	-	-	-	33	248,217	364,454	612,704
<b>TOTAL ASSETS</b>	<b>\$ 3,671,000</b>	<b>\$ 411,639</b>	<b>\$ 71,644</b>	<b>\$ 86,202</b>	<b>\$ 248,217</b>	<b>\$ 364,454</b>	<b>\$ 4,853,156</b>
<b>LIABILITIES</b>							
Court bonds liability	\$ 1,578	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,578
Lease security deposits	4,420	-	-	-	-	-	4,420
Performance deposits	124,326	-	-	-	-	-	124,326
<b>TOTAL LIABILITIES</b>	<b>130,324</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>130,324</b>
<b>FUND BALANCES</b>							
Restricted for:							
Policing and road improvement	-	411,639	-	-	-	-	411,639
Parks and recreation and storm water control	-	-	71,644	-	-	-	71,644
Debt service	-	-	-	-	248,217	364,454	612,671
Capital improvements	-	-	-	86,202	-	-	86,202
Unassigned	3,540,676	-	-	-	-	-	3,540,676
<b>TOTAL FUND BALANCES</b>	<b>3,540,676</b>	<b>411,639</b>	<b>71,644</b>	<b>86,202</b>	<b>248,217</b>	<b>364,454</b>	<b>4,722,832</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 3,671,000</b>	<b>\$ 411,639</b>	<b>\$ 71,644</b>	<b>\$ 86,202</b>	<b>\$ 248,217</b>	<b>\$ 364,454</b>	<b>\$ 4,853,156</b>

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets of \$29,664,650 net of accumulated depreciation of \$4,882,161 are not financial resources and, therefore, are not reported in the funds.

Bonds payable are not reported in the funds.

Net pension assets are not a current financial resource and therefore not reported in the funds.

Deferred outflows of resources related to the pension are not available to pay current expenditures and therefore are deferred in the funds.

Deferred inflows of resources related to the pension are not due and payable in the current period and therefore are deferred in the funds.

Net position of governmental activities

	24,782,489
	(4,041,624)
	80,308
	36,665
	(25,607)
	\$ 25,555,063

The accompanying notes are an integral part of these financial statements.

**CITY OF DARDENNE PRAIRIE, MISSOURI**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - MODIFIED CASH BASIS**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	General Fund	Road Fund	Parks and Recreation and Storm Water Control Fund		Capital Improvement Fund	Certificates of Participation Debt Service Fund	Neighborhood Improvement District Debt Service Fund	Total
<b>REVENUES</b>								
Taxes	\$ 1,530,825	-	\$ 38,044	\$ 559,891	\$ -	-	\$ -	\$ 2,128,760
Intergovernmental	-	725,502	-	-	-	-	-	725,502
Licenses and permits	140,583	-	-	-	-	-	-	140,583
Court fines	241,563	-	-	-	-	-	-	241,563
Investment income	2,667	262	22	210	14	288	3,463	
Lease revenue	51,132	-	-	-	-	-	-	51,132
Other revenue	44,877	-	-	-	-	-	-	44,877
<b>TOTAL REVENUES</b>	<u>2,011,647</u>	<u>725,764</u>	<u>38,066</u>	<u>560,101</u>	<u>14</u>	<u>126,666</u>	<u>126,954</u>	<u>3,462,546</u>
<b>EXPENDITURES</b>								
Current:								
General government	1,542,452	-	-	-	-	-	-	1,542,452
Public safety	-	303,430	-	-	-	-	-	303,430
Park	-	-	6,772	-	-	-	-	6,772
Storm water projects	-	-	13,996	-	-	-	-	13,996
Road maintenance	-	274,634	-	-	-	-	-	274,634
Capital outlays	389,190	705	-	-	-	-	-	389,895
Debt service:								
Principal, interest, and fiscal charges	-	-	-	312,283	-	118,061	-	430,344
<b>TOTAL EXPENDITURES</b>	<u>1,931,642</u>	<u>578,769</u>	<u>20,768</u>	<u>312,283</u>	<u>-</u>	<u>118,061</u>	<u>-</u>	<u>2,961,523</u>
<b>CHANGE IN FUND BALANCE</b>	80,005	146,995	17,298	247,818	14	8,893	-	501,023
<b>FUND BALANCES - BEGINNING OF YEAR</b>	3,460,671	264,644	54,346	(161,616)	248,203	355,561	-	4,221,809
<b>FUND BALANCES - END OF YEAR</b>	<u>\$ 3,540,676</u>	<u>\$ 411,639</u>	<u>\$ 71,644</u>	<u>\$ 86,202</u>	<u>\$ 248,217</u>	<u>\$ 364,454</u>	<u>\$ -</u>	<u>\$ 4,722,832</u>

The accompanying notes are an integral part of these financial statements.

**CITY OF DARDENNE PRAIRIE, MISSOURI**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES OF GOVERNMENTAL**  
**FUNDS - MODIFIED CASH BASIS - TO THE STATEMENT OF ACTIVITIES - MODIFIED CASH BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

Amounts reported for governmental activities in the statement of activities are different because:

Change in fund balance	\$ 501,023
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:	
Expenditures for capital assets	47,344
Construction in progress	128,869
Current year's depreciation	(877,068)
Expenses related to providing pension benefits are reported using a different measurement focus in the statement of activities compared to the governmental fund statements. Expenditures in the governmental fund exceed the expense reported in the statement of activities.	
	22,948
The bond premium is reported on the fund financial statements when debt is issued but amortized in the statement of activities.	
	3,740
Repayment of bond principal is an expenditure in the governmental funds, but reduces long-term liabilities in the statement of net position.	
	265,000
Change in net position	\$ 91,856

The accompanying notes are integral part of these financial statements.

**CITY OF DARDENNE PRAIRIE, MISSOURI**  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2015

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The City of Dardenne Prairie, Missouri, (the City) was incorporated as a fourth class city on June 21, 2001 and established a Mayor/Board of Aldermen form of government. The City's major operations include general administrative services and road and park development.

The City defines its financial reporting entity in accordance with Governmental Accounting Standards Board Statement 61, *The Financial Reporting Entity* (GASB 61) and Statement 39, *Determining Whether Certain Organizations are Component Units* (GASB 39). Based on the criteria identified in GASB 61 and GASB 39 there are no significant component units required to be included as part of the reporting entity.

**A. GOVERNMENT-WIDE AND FINANCIAL STATEMENTS**

**Government-wide Financial Statements** - the government-wide financial statements include the statement of net position - modified cash basis and the statement of activities - modified cash basis. These statements report information on all of the nonfiduciary activities of the primary government. The material effect of interfund activity has been removed from these statements. Individual funds are not displayed but the statements distinguish governmental activities, which normally are supported by taxes and City general revenues, from business-type activities, which rely on a significant extent on fees and charges to external customers for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segments are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported as general revenues.

**Fund Financial Statements** - Separate financials statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**

B. **MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND FINANCIAL STATEMENT PRESENTATION**

In the government-wide statement of net position - modified cash basis and the statement of activities - modified cash basis, governmental activities are presented using the economic resources measurement focus, within the limitations of the modified cash basis of accounting.

In the fund financial statements, the governmental funds utilize a "current financial resources" measurement focus as applied to the modified cash basis of accounting. Only current financial assets and liabilities are generally included on the balance sheet - modified cash basis. The operating statements present sources and uses of available spendable financial resources during a given period. Fund balances are used as measures of available spendable financial resources at the end of the period in each fund.

The City reports the following major governmental funds:

**General Fund** - is the primary operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

**Road Fund** - is used to account for certain tax and intergovernmental revenues legally restricted to expenditures for road improvements.

**Park and Recreation and Storm Water Control Fund** - is used to account for certain taxes restricted for parks and recreation and storm water control expenditures.

**Capital Improvement Fund** - is used to account for certain taxes restricted for funding of capital improvements.

**Certificates of Participation** - is used to account for certain revenues restricted for debt service payments.

**Neighborhood Improvement District Debt Service Fund** - is used to account for revenues and debt service payments related to Neighborhood Improvement District bonds.

C. **DEPOSITS AND INVESTMENTS**

The government's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from date of acquisition.

The City is authorized to invest funds not immediately needed for the purposes to which the funds are applicable, in obligations of the United States Treasury, United States Government Agencies, and Repurchase Agreements, Certificates of Deposit, Banker's Acceptance and Commercial Paper. Investments are carried at cost or fair value.

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** - continued

D. **CAPITAL ASSET, DEPRECIATION AND AMORTIZATION**

Capital assets, which include property plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The City elected not to report general infrastructure assets retroactively. Therefore, no general infrastructure assets purchased or constructed prior to January 1, 2004 are included in the statement of net position.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Property, plant and equipment of the primary government is depreciated using the straight line method over the following estimated useful lives:

<u>Major Group</u>	<u>Life</u>
Land improvements	15 - 40 Years
Buildings and building improvements	10 - 40 Years
Infrastructure	30 - 40 Years
Vehicles and Equipment	3 - 20 Years

E. **LONG-TERM LIABILITIES**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position - modified cash basis. Bond premiums and discounts, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of applicable bond premium or discount. Debt issuance costs are expensed in the period the debt is issued.

In the fund financial statements, governmental funds, recognize bond premiums and discounts as well as bond issuance costs, during the current period, the face amount of debt issued is reported as other financial sources. Premiums received on debt issuances are reported as other financial sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received are reported as debt service expenditures.

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** - continued

F. **PROPERTY TAXES**

Property tax revenues are recorded when received. The City's property taxes are levied each September based on the assessed value at January 1 for all real and personal property located in the City. The assessed value at January 1, 2015 was \$261,250,529. The City's property tax rate for 2015 was \$.1125 per \$100 of assessed valuation. Taxes are due and payable on November 1 and delinquent after December 31.

All property tax assessment, billing, and collection function are handled by the St. Charles County Collector.

G. **FUND BALANCE**

In the fund financial statements, governmental funds report aggregate amounts for five classifications of fund balances based on the constraints imposed on the use of these resources. The spendable portion of the fund balance comprises the remaining four classifications:

**Nonspendable fund balance** - This classification includes amounts that cannot be spent because they are either (a) not in spendable form - prepaid items or inventories; or (b) legally or contractually required to be maintained intact.

**Restricted** - This classification reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

**Committed** - These amounts can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the Board of Aldermen, the government's highest level of decision making authority. Those committed amounts cannot be used for any other purpose unless the Board of Aldermen removes the commitment by taking the same type of action imposing the commitment.

**Assigned** - This classification reflects the amounts constrained by the City's "intent" to be used for specific purposes, but are neither restricted nor committed. The City's Board of Aldermen has the authority to assign amounts to be used for specific purposes. Assigned fund balance include all remaining amounts (except negative balances) that are reported in the governmental funds, other than the General Fund, that are not classified as nonspendable and are neither restricted nor committed.

**Unassigned** - Resources which cannot be properly classified in one of the other four categories. The General Fund is the only fund that reports a positive unassigned fund balance amount. Unassigned balances also include negative balances in the governmental funds reporting resources restricted for specific programs.

The City would typically use restricted fund balances first, followed by committed resources and assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first.

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**

H. **USE OF ESTIMATES**

The preparation of financial statements in conformity with modified cash basis of accounting requires the City to make estimates and assumptions that affect the reported amounts of assets and liabilities at fiscal year-end and revenues and expenditures during the reporting period. Actual results could differ from those estimates.

I. **PENSIONS**

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Missouri Local Government Employees Retirement System (LAGERS) and additions to/deductions from LAGERS fiduciary net position have been determined on the same basis as they are reported by LAGERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

2. **BUDGET POLICY AND PRACTICE**

The Board of Aldermen adopts an annual budget for all funds in accordance with the modified cash basis of accounting. All budget appropriations lapse at year-end.

3. **DEPOSITS AND INVESTMENTS**

**Deposits** - Custodial Credit Risk for deposits is the risk that in the event of a bank failure, the City's deposits may not be returned or the City will not be able to recover collateral securities in the possession of an outside party. The City's bank deposits are required by state law to be secured by the deposit for certain securities specified at RSMo 30.270 with the City or trustee institution. The value of the securities must amount to the total of the City's cash not insured by the Federal Deposit Insurance Corporation.

At December 31, 2015, all deposits were fully insured or collateralized.

**Investments** - State statutes authorize Missouri local governments to invest in obligations of the U.S. Treasury, U.S. agencies and various state and local governments.

3. **DEPOSIT AND INVESTMENTS - continued**

Investment Credit Risk

The City does not have formal policies in place to minimize credit risk, the risk of loss due to the failure of the security issuer. GASB 40 requires governments to disclose the credit risk associated with the following investments:

- Debt securities (excluding U.S. government obligations and obligations guaranteed by the full faith and credit of the U.S. government)
- External investment pools
- Money market mutual funds
- Bond mutual funds
- Other pooled investments of fixed-income securities

Disclosures include the credit quality rating, as established by nationally recognized statistical rating organizations (NRSROs). The City's investments subject to credit risk disclosures as of December 31, 2015 include:

<u>Investment</u>	<u>Amount</u>	<u>S &amp; P Rating</u>
Money Market Mutual Fund	\$ 248,217	AAAm

4. **RESTRICTED ASSETS**

Restricted assets are reported in various funds for cash deposited legally restricted for specific uses such as road improvements, park expenditures, storm water projects, construction projects and debt service. See Note 1 describing the priority for use of restricted and unrestricted assets.

5. CAPITAL ASSETS

	BALANCE BEGINNING OF YEAR	TRANSFERS AND ADDITIONS	TRANSFERS AND DELETIONS	BALANCE END OF YEAR
Governmental activities:				
Capital assets, not being depreciated				
Land	\$ 2,722,922	\$ -	\$ -	\$ 2,722,922
Construction in progress	-	128,869	-	128,869
Total capital assets, not depreciated	<u>2,722,922</u>	<u>128,869</u>	<u>-</u>	<u>2,851,791</u>
Capital assets, being depreciated:				
Land improvements	2,088,872	5,130	-	2,094,002
Building and improvements	3,302,198	-	-	3,302,198
Equipment	514,289	42,214	-	556,503
Infrastructure	20,860,156	-	-	20,860,156
Total capital assets, being depreciated	<u>26,765,515</u>	<u>47,344</u>	<u>-</u>	<u>26,812,859</u>
Less accumulated depreciation for:				
Land improvements	(185,295)	(54,941)	-	(240,236)
Building	(438,124)	(85,581)	-	(523,705)
Equipment	(255,619)	(54,137)	-	(309,756)
Infrastructure	(3,126,055)	(682,409)	-	(3,808,464)
Total accumulated depreciation	<u>(4,005,093)</u>	<u>(877,068)</u>	<u>-</u>	<u>(4,882,161)</u>
Total capital assets, being depreciated, net	<u>22,760,422</u>	<u>(829,724)</u>	<u>-</u>	<u>21,930,698</u>
Total capital assets, net	<u>\$ 25,483,344</u>	<u>\$ (700,855)</u>	<u>\$ -</u>	<u>\$ 24,782,489</u>

Depreciation expense was charged to functions/programs of the City as follows:

Government activities:	
General government	\$ 87,374
Park	98,283
Police/Court	9,002
Unallocated	<u>682,409</u>
Total depreciation expense governmental activities	<u>\$ 877,068</u>

## 6. LONG-TERM DEBT

The following is a summary of changes in long-term debt for the year ending December 31, 2015.

	BALANCE, BEGINNING OF YEAR	ADDITIONS	REDUCTIONS	BALANCE, END OF YEAR	DUE WITHIN ONE YEAR
Governmental activities:					
Certificates of Participation-2009	\$ 705,000	\$ -	\$ 35,000	\$ 670,000	\$ 40,000
Certificates of Participation-2008	2,515,000	-	135,000	2,380,000	140,000
Neighborhood Improvement District Bonds	1,050,000	-	95,000	955,000	100,000
Issuance Premium	40,364	-	3,740	36,624	-
Subtotal governmental activities	\$ 4,310,364	\$ -	\$ 268,740	\$ 4,041,624	\$ 280,000

### Certificate of Participation, Series 2009 (COPS 2009)

During 2009, the City authorized the issuance of \$900,000 Certificates of Participation, Series 2009 collectively with the Series 2008 Certificates of Participation to provide funds to (1) acquire park land, construct and equip a park maintenance building and provide park improvements and landscaping at the City's city hall site, together with all related improvements and (2) to pay the costs of issuing the Series 2009 certificates.

### Certificate of Participation, Series 2008 (COPS 2008)

During 2008, the city authorized the issuance of \$3,200,000 Certificates of Participation, Series 2008 to provide funds to (a) pay the costs of the construction of a portion of a new city hall, (b) traffic signalization, (c) fund a debt services reserves fund for the Series 2008 Certificates and (d) pay the costs of delivering the Series 2009 certificates.

### Neighborhood Improvement District (NID) Limited General Obligation Bonds

During 2005, the City authorized the issuance of \$1,605,000 Neighborhood Improvement District General Obligation Bonds for the purpose of (1) paying all part of the costs of improvements within the district's boundaries, (2) paying the costs of issuing the 2005 Bonds, and (3) establishing and funding the 2005 Bond Reserve.

6. **LONG-TERM DEBT** - continued

**Neighborhood Improvement District (NID) Limited General Obligation Bonds** - continued

During 2012, the City authorized the issuance of \$1,240,000 Neighborhood Improvement District Limited General Obligations Refunding Bonds for the purpose of providing funds to (a) refund the Series 2005 Bonds, (b) fund a debt service reserve fund to secure the 2012 bonds, and (c) pay the cost of issuance of the 2012 Bonds. The net proceeds (after payment of underwriting fees and other issuance costs) were used to purchase securities for deposit in an irrevocable trust with an escrow agent to provide for all future debt service payments on the old debt. As a result the old debt is considered to be defeased and the liability for this debt issue has been removed from the City's financial statements. As of December 31, 2015, the remaining amount of the old debt which is in an irrevocable trust which is considered defeased. The city decreased its aggregated debt service payments by \$282,099 over 12 years which resulted in an economic gain (difference between the present values of the old and new debt service payments) of \$228,826.

The annual principal and interest requirements to maturity of long-term debt as of December 31, 2015 are as follows:

YEAR	COP 2009		COP 2008		NID	
	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2016	\$ 40,000	\$ 29,816	\$ 140,000	\$ 104,958	\$ 100,000	\$ 20,381
2017	40,000	28,036	145,000	98,784	100,000	17,856
2018	40,000	26,256	150,000	92,390	105,000	15,497
2019	45,000	24,476	160,000	85,774	105,000	13,083
2020	45,000	22,472	165,000	78,718	110,000	10,638
2021 - 2025	270,000	79,432	945,000	277,168	435,000	18,224
2026 - 2028	190,000	17,132	675,000	60,418	-	-
<b>TOTAL</b>	<b>\$ 670,000</b>	<b>\$ 227,620</b>	<b>\$ 2,380,000</b>	<b>\$ 798,210</b>	<b>\$ 955,000</b>	<b>\$ 95,679</b>

NID Debt Service Fund is used to pay the NID bond obligation and the capital improvement sales tax deposited in the Capital Improvement Fund is the source used to pay the Certificates of Participation obligations.

7. **PENSION PLAN**

**Plan Description**

The City's defined benefit pension plan provides certain retirement, disability and death benefits to plan members and beneficiaries. The City participates in the Missouri Local Government Employees Retirement System (LAGERS). LAGERS is an agent multiple-employer, statewide public employee pension plan established in 1967 and administered in accordance with RSMo. 70.600-70.755. As such, it is LAGERS responsibility to administer the law in accordance with the expressed intent of the General Assembly. The plan is qualified under the Internal Revenue Code Section 401(a) and is tax exempt. The responsibility for the operations and administration of LAGERS is vested in the LAGERS Board of Trustees consisting of seven persons. LAGERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained by accessing the LAGERS website at [www.molagers.org](http://www.molagers.org).

7. **PENSION PLAN - continued**

**Benefits Provided**

LAGERS provides retirement, death and disability benefits. Benefit provisions are adopted by the governing body of the employer, within the options available in the state statutes governing LAGERS. All benefits vest after 5 years of credited service. Employees who retire on or after age 60 with 5 or more years of service are entitled to an allowance for life based upon the benefit program information provided below. Employees may retire with an early retirement benefit with a minimum of 5 years of credited service and after attaining age 55 and receive a reduced allowance.

	<u>2015</u>
Benefit Program	1.50% for life
Final Average Salary	5 years
Member Contribution Rate	0%

Benefit terms provide for annual post retirement adjustments to each member's retirement allowance subsequent to the member's retirement date. The annual adjustment is based on the increase in the Consumer Price Index and is limited to 4% per year.

**Employees Covered By Benefit Terms**

At June 30, 2015, the following employees were covered by the benefit terms:

Active employees	6
Inactive employees entitled to but not yet receiving benefits	4
Inactive employees or beneficiaries currently receiving benefits	-
<b>TOTAL</b>	<u>10</u>

**Contributions** - The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by LAGERS. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance an unfunded accrued liability. Full-time employees of the employer do not contribute to the pension plan. Employer contribution rates are 10.7% of annual covered payroll for the year ended June 30, 2015.

**Net Pension Liability** - The employer's net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of February 28, 2015.

**Actuarial assumptions** - The total pension liability in the February 28, 2015 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	3.5 % wage; 3.0% price
Salary Increase	3.5% to 6.8% including inflation
Investment rate of return	7.25%

7. PENSION PLAN - continued

**Actuarial assumptions - continued**

Mortality rates were based on 105% of the 1994 Group Annuity Mortality Table set back 0 years for both males and females.

The actuarial assumptions used in the February 28, 2015 valuation were based on the results of an actuarial experience study for the period March 1, 2005 through February 28, 2010.

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Equity	48.50%	5.50%
Fixed Income	25.00%	2.25%
Real Assets	20.00%	4.50%
Strategic Assets	6.50%	7.50%

**Discount rate** - The discount rate used to measure the total pension liability is 7.25%. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payment to determine the total pension liability.

7. PENSION PLAN - continued

**Changes in the Net Pension Liability**

	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability (Asset)
Balances as of June 30, 2014	\$ 360,960	\$ 411,255	\$ (50,295)
Changes for the year:			
Service cost	37,268	-	37,268
Interest	27,494	-	27,494
Differences between expected and actual experience	(30,739)	-	(30,739)
Contributions - employer	-	34,665	(34,665)
Net investment income	-	8,609	(8,609)
Benefit payments, including refunds	(75)	(75)	-
Administrative expense	-	(932)	932
Other (net transfer)	-	21,694	(21,694)
Net Changes	33,948	63,961	(30,013)
Balances as of June 30, 2015	\$ 394,908	\$ 475,216	\$ (80,308)

**Sensitivity of the net pension liability to changes in the discount rate** - The following presents the Net Pension Liability of the employer, calculated using the discount rate of 7.25%, as well as what the employer's Net Pension Liability would be using a discount rate that is one percentage point lower 6.25% or one percentage point higher 8.25% than the current rate.

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Net pension liability (asset)	\$ (16,417)	\$ (80,308)	\$ (133,487)

7. **PENSION PLAN - continued**

**Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

For the year ended June 30, 2015 the employer recognized pension expense of \$11,717. The employer reported deferred outflows and inflows of resources related to pensions from the following sources:

	<u>Deferred Outflow of Resources</u>	<u>Deferred Inflow of Resources</u>
Differences between expected and actual experience	\$ -	\$ (25,607)
Changes in assumptions	-	-
Net differences between projected and actual earnings on pension plan investments	18,542	-
Employer contributions subsequent to the measurement date	18,123	-
Total	<u>\$ 36,665</u>	<u>\$ (25,607)</u>

The June 30, 2015 balance of \$18,123, reported as deferred outflows of resources resulting from City contributions subsequent to the measurement date, will be recognized as a reduction of net pension liability in the year ended June 30, 2016.

The remaining deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	
2016	\$ (496)
2017	(496)
2018	(496)
2019	(498)
2020	(5,079)

8. **PRIOR PERIOD ADJUSTMENT**

During the fiscal year ended December 31, 2015, the District implemented Governmental Accounting Standards Board Statement No. 68, *Accounting and Financial Reporting for Pensions* and GASB Statement No. 71, *Pension Contributions Made Subsequent to the Measurement Date*. As a result the beginning net position for governmental activities was increased by \$68,418.

9. **PARK FACILITIES LEASE**

The City leases certain park facilities pursuant to an operating agreement effective May 23, 2007. Annual rent equals \$1 per year for an initial twenty-five year lease term. The lease term may be extended by the City for an additional four twenty-five year terms.

## 10. OPERATING LEASES AS LESSOR

Approximately 5,000 square feet of space on the second floor of the City Hall building is available for lease. This includes approximately 3,000 square feet of actual office space and approximately 2,000 square feet of shared common area. The following is a schedule of future minimum lease payments pursuant to executed leases in place for the years ending December 31:

2016	\$ 26,527
2017	8,512
2018	2,128

## 11. RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City purchases commercial insurance for all risks of loss.

There were no significant reductions in insurance coverage during 2015 and settlement amounts have not exceeded insurance coverage for the current or three prior years.

## 12. JOINT VENTURE

Pursuant to a March 1, 2005 Transportation Development Agreement between the City and OPUS Northwest LLC (developer), a commercial real estate development known as Dardenne Town Square, significant State of Missouri roadway and infrastructure improvements and significant City roadway improvements were constructed. A transportation development district (TDD) was created to provide funding for the roadway and infrastructure improvements.

The City agreed to contribute 50% of the city sales tax received from business and other activities on the property within the TDD. This amount equaled ½ of 1% of all retail sales within the TDD through May 31, 2008.

During 2008, the City received \$3,000,000 from the State of Missouri as additional funding for the TDD City roadway improvements. As a result, effective April 1, 2008, in lieu of remitting the \$3,000,000 to the TDD, the City elected to increase its monthly contribution to the TDD to 59.5% of the city sales tax generated within the TDD. Amounts remitted to the TDD during 2015 totaled \$377,407.

## 13. INTERFUND BALANCES

### Park Improvements Advance

During 2011, in order to complete the park improvements, the City used \$925,577 of General Fund reserves in anticipation of using future capital improvement sales tax to repay the General Fund over five years beginning in 2012.

During 2015, the final payment of \$250,000 was paid back to the General Fund.

**14. PENDING GOVERNMENTAL ACCOUNTING STANDARDS**

The effect on the City's financial statements of the following statements issued, but not yet adopted, has not yet been determined.

This report does not incorporate GASB Statement No. 72, Fair Value and Measurement, GASB Statement No. 73, Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of FASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68, GASB Statement No. 74, Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans, GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, GASB Statement No. 76, The Hierarchy of Generally Accepted Accounting Principles for State and Local Government, GASB State No. 77, Tax Abatement Disclosures, GASB Statement No. 78, Pensions Provided through Certain Multiple Employer Defined Benefit Pensions plans and GASB Statement No. 79, Certain External Investment Pools and Pool Participants. The City will adopt and implement these statements at the required time.

**15. CONTINGENCIES**

The City is a defendant in several legal proceedings covering various matters. The City and legal counsel are actively contesting the claims. Due to the uncertainty of litigation, the City is unable to determine the outcome of these matters.

**16. EXPENDITURES IN EXCESS OF APPROPRIATIONS**

During the year ended December 31, 2015, expenditures of \$578,769 in the Road Fund exceeded appropriations of \$564,430.

**17. SUBSEQUENT EVENTS**

Subsequent events have been evaluated through May 26, 2016, which is the date the financial statements were available to be issued.

**REQUIRED SUPPLEMENTARY INFORMATION**

**CITY OF DARDENNE PRAIRIE, MISSOURI**  
**REQUIRED SUPPLEMENTARY INFORMATION**  
**BUDGETARY COMPARISON SCHEDULE**  
**GENERAL FUND**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	BUDGET		ACTUAL	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	ORIGINAL	FINAL		
<b>REVENUES</b>				
Taxes	\$ 1,481,939	\$ 1,528,939	\$1,530,825	\$ 1,886
Licenses and permits	115,270	137,535	140,583	3,048
Court fines	297,000	250,000	241,563	(8,437)
Investment income	5,500	4,000	2,667	(1,333)
Lease revenue	59,214	51,507	51,132	(375)
Other revenue	36,450	43,100	44,877	1,777
<b>TOTAL OPERATING REVENUE</b>	<u>1,995,373</u>	<u>2,015,081</u>	<u>2,011,647</u>	<u>(3,434)</u>
<b>EXPENDITURES</b>				
Current:				
General government	1,740,957	1,584,523	1,542,452	42,071
Capital outlays	605,910	669,008	389,190	279,818
<b>TOTAL EXPENDITURES</b>	<u>2,346,867</u>	<u>2,253,531</u>	<u>1,931,642</u>	<u>321,889</u>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	(351,494)	(238,450)	80,005	318,455
<b>OTHER FINANCING SOURCES (USES)</b>				
Interfund transfer	250,000	250,000	-	(250,000)
<b>CHANGE IN FUND BALANCE</b>	(101,494)	11,550	80,005	<u>\$ 68,455</u>
<b>FUND BALANCE - BEGINNING OF YEAR</b>	<u>3,460,671</u>	<u>3,460,671</u>	<u>3,460,671</u>	
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 3,359,177</u>	<u>\$ 3,472,221</u>	<u>\$3,540,676</u>	

**CITY OF DARDENNE PRAIRIE, MISSOURI**  
**REQUIRED SUPPLEMENTARY INFORMATION**  
**BUDGETARY COMPARISON SCHEDULE**  
**ROAD FUND**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	BUDGET		ACTUAL	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	ORIGINAL	FINAL		
<b>REVENUES</b>				
Intergovernmental	\$ 680,000	\$ 680,000	\$ 725,502	\$ 45,502
Investment income	250	250	262	12
<b>TOTAL REVENUES</b>	<u>680,250</u>	<u>680,250</u>	<u>725,764</u>	<u>45,514</u>
<b>EXPENDITURES</b>				
Current expenditures:				
Public safety	303,430	303,430	303,430	-
Road maintenance	250,000	250,000	274,634	(24,634)
Captial outlay	11,000	11,000	705	10,295
<b>TOTAL EXPENDITURES</b>	<u>564,430</u>	<u>564,430</u>	<u>578,769</u>	<u>(14,339)</u>
<b>CHANGE IN FUND BALANCE</b>	115,820	115,820	146,995	<u>\$ 31,175</u>
<b>FUND BALANCE - BEGINNING OF YEAR</b>	<u>264,644</u>	<u>264,644</u>	<u>264,644</u>	
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 380,464</u>	<u>\$ 380,464</u>	<u>\$ 411,639</u>	

**CITY OF DARDENNE MISSOURI**  
**REQUIRED SUPPLEMENTARY INFORMATION**  
**BUDGETARY COMPARISON SCHEDULE**  
**PARKS AND RECREATION AND STORM WATER CONTROL FUND**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	BUDGET		ACTUAL	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	ORIGINAL	FINAL		
<b>REVENUES</b>				
Taxes	\$ 36,500	\$ 36,500	\$ 38,044	\$ 1,544
Investment income	100	100	22	(78)
<b>TOTAL REVENUES</b>	<u>36,600</u>	<u>36,600</u>	<u>38,066</u>	<u>1,466</u>
<b>EXPENDITURES</b>				
Current expenditures:				
Park	18,700	18,700	6,772	11,928
Storm water projects	25,000	25,000	13,996	11,004
<b>TOTAL EXPENDITURES</b>	<u>43,700</u>	<u>43,700</u>	<u>20,768</u>	<u>22,932</u>
<b>CHANGE IN FUND BALANCE</b>	(7,100)	(7,100)	17,298	<u>\$ 24,398</u>
<b>FUND BALANCE - BEGINNING OF YEAR</b>	<u>54,346</u>	<u>54,346</u>	<u>54,346</u>	
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 47,246</u>	<u>\$ 47,246</u>	<u>\$ 71,644</u>	

**CITY OF DARDENNE PRARIE, MISSOURI**  
**REQUIRED SUPPLEMENTARY INFORMATION**  
**SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND INVESTMENT**

	<b>June 30, 2015</b>
<b>Total Pension Liability</b>	
Service cost	\$ 37,268
Interest on the total pension liability	27,494
Change of benefit terms	-
Difference between expected and actual experience	(30,739)
Changes of assumptions	-
Benefit payments, including refunds	75
<b>Net change in total pension liability</b>	<b>33,948</b>
<b>Total pension liability - beginning</b>	<b>360,960</b>
<b>Total pension liability - ending</b>	<b>\$ 394,908</b>
 <b>Plan Fiduciary Net Position</b>	
Contributions-employer	34,665
Contributions-employee	-
Net investment income	8,609
Benefit payments, including refunds	(75)
Pension plan administrative expense	(932)
Other (net transfer)	21,694
<b>Net change in plan fiduciary net position</b>	<b>63,961</b>
<b>Plan fiduciary net position - beginning</b>	<b>411,255</b>
<b>Plan fiduciary net position - ending</b>	<b>\$ 475,216</b>
 <b>Employer net pension liability (asset)</b>	<b>\$ (80,308)</b>
 <b>Plan fiduciary net position as a percentage of the Total pension liability</b>	<b>120.34 %</b>
 <b>Covered employee payroll</b>	<b>\$ 300,631</b>
 <b>Employer's net pension asset as a percentage of covered employee payroll</b>	<b>(26.71) %</b>

**Notes to schedule:**

Information for prior years is not available; amounts presented for the year end were determined as of June 30, the measurement date.

**CITY OF DARDENNE PRARIE, MISSOURI**  
 REQUIRED SUPPLEMENTARY INFORMATION  
 SCHEDULE OF EMPLOYER CONTRIBUTIONS  
 LAST TEN FISCAL YEARS

<u>Year ended December 31,</u>	<u>Actuarial Determined Contribution</u>	<u>Actual Contribution</u>	<u>Contribution Deficiency (Excess)</u>	<u>Covered Payroll</u>	<u>Actual Contribution as a % of Covered Payroll</u>
2006	\$ 3,627	\$ 3,627	\$ -	\$ 31,000	11.7 %
2007	22,720	22,720	-	194,190	11.7
2008	24,549	24,549	-	225,219	10.9
2009	35,808	35,809	-	322,598	11.1
2010	39,664	39,664	-	339,007	11.7
2011	34,947	34,947	-	296,162	11.8
2012	27,398	27,398	-	228,313	12.0
2013	40,860	40,860	-	385,471	10.6
2014	38,619	38,619	-	351,081	11.0
2015	35,964	35,965	-	336,116	10.7

**Notes to Schedule of Contributions**

**Valuation date:** 02/28/15

**Notes:** The roll-forward of total pension liability from February 28, 2015 to June 30, 2015 reflects expected service cost and interest reduced by actual benefit payments and administrative expenses.

**Methods and assumptions used to determine contribution rates:**

<b>Actuarial cost method</b>	Entry age normal
<b>Amortization method</b>	Level percentage of payroll, closed
<b>Remaining amortization period</b>	Multiple bases from 15 to 21 years
<b>Asset valuation method</b>	5-year smoothed market; 20% corridor
<b>Inflation</b>	3.5% wage inflation; 3.0% price inflation
<b>Salary increases</b>	3.5% to 6.8% including wage inflation
<b>Investment rate of return</b>	7.25%, net of investment and administrative expenses
<b>Retirement age</b>	Experience-based table of rates that are specific to the type of eligibility condition.
<b>Mortality</b>	105% of the 1994 Group Annuity Mortality Table set back 0 years for men and 0 years for women. Based upon experience observed during the most recent 5-year period study, it appears that the current table provides for an approximate 13% margin for future mortality improvement.

**Other information:** None



To the Honorable Mayor and Members of the Board of Alderman  
of City of Dardenne Prairie, Missouri

We have audited the financial statements of the governmental activities and each major fund-modified cash basis of the City of Dardenne Prairie, Missouri for the year ended December 31, 2015. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

### **REQUIRED COMMUNICATIONS**

#### **Auditors' Responsibility under U.S. Generally Accepted Auditing Standards**

As stated in our engagement letter, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with the modified cash basis of accounting. Our audit of the financial statements does not relieve you or management of your responsibilities.

Our responsibility for the supplementary information accompanying the financial statements, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

As part of our audit, we considered the internal control of the City of Dardenne Prairie, Missouri. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the City of Dardenne Prairie, Missouri compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our tests was not to provide an opinion on compliance with such provisions.

## Significant Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by City of Dardenne Prairie, Missouri are described in Note 1 to the financial statements. The City adopted GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – An Amendment to GASB Statement 27* and GASB Statement 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date – an amendment to GASB Statement 68* during 2015. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

## Management's Judgments and Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the City's financial statements was:

- Management estimates useful lives of capital assets which affects depreciation expense and the net book value of capital assets.
- Management reports the net pension asset and pension expense based on an actuarially determined pension liability. There are a number of estimates required in the calculations, including life expectancy, returns on assets and future wage increases.

We evaluated the key factors and assumptions used to develop the above estimate in determining that it is reasonable in relation to the financial statements taken as a whole. The financial statement disclosures are neutral, consistent and clear.

## Disagreements with Management

We encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments on any significant matters, the scope of the audit or significant disclosures to be included in the financial statements. Nor did we encounter any difficulties in dealing with management related to the performance of the audit.

## Corrected and Uncorrected Misstatements

Management corrected all misstatements identified during our audit.

## Management Representations

We have requested certain representations from management that are included in the management representation letter. This representation letter constitutes written acknowledgements by management that it has the primary responsibility for the fair presentation of the financial statements in accordance with generally accepted accounting principles. The representation letter also includes the more significant oral representations made by officers and employees during the course of the audit and includes specific representations, is intended to reduce the possibility of misunderstandings between us and the City and reminds the signing officers to consider seriously whether all material liabilities, commitments and contingencies or other important financial information have been brought to our attention.

## Alternative Treatments Discussed with Management

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

## **INTERNAL CONTROL DEFICIENCIES**

In planning and performing our audit of the financial statements of the governmental activities and each major fund of the City as of and for the year ended December 31, 2015, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the following deficiencies in the City's internal control to be material weaknesses:

**Financial Statement Preparation** - The City is responsible for establishing and maintaining internal controls in the financial reporting system and for the fair presentation of the financial position, results of and disclosures in the financial statements, in conformity with the modified cash basis of accounting. The City does not have a system of internal controls that would enable management to conclude the financial statements and related disclosures are complete and presented in accordance with the modified cash basis of accounting. As such, the city has requested us to assist in identifying adjustments to the accounting records and to prepare a draft of the financial statements, including the related footnote disclosures. The outsourcing of these services is not unusual in organizations of your size and is a result of a cost benefit decision to rely on our accounting expertise rather than incurring this internal resource cost.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of Board of Alderman and management of the City of Dardenne Prairie, Missouri and is not intended to be, and should not be, used by anyone other than these specified parties.

*Botz Deal & Company*  
May 26, 2016

**RBA FORM (OFFICE USE)**

MEETING DATE: **June 15, 2016**

Regular ( ) Work Session (X)

ATTACHMENT: YES (X) NO ( )

Contract ( ) Ordinance ( ) Other (X)

**Request for Board Action**

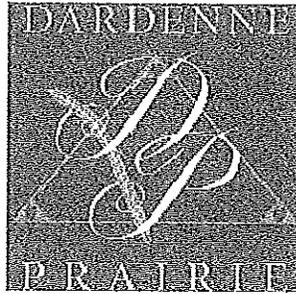
**By: Mayor ZUCKER**

• **Description:**

**Shall Dardenne Prairie transfer all City Accounts from PNC Bank to First Bank**

• **Recommendation: Staff – Approve (X) Disapprove ( )**

- The City has maintained a banking relationship with PNC Bank and its predecessor, National City Bank, for many years.
- Municipal Code calls for the City to maintain its accounts in a bank located in Dardenne Prairie.
- Over the past year, the level of service from PNC has declined. Interest paid on some accounts was 0.10% and in some cases reduced to 0.05% and 0.01% without explanation. PNC pays interest only on some accounts. On the plus side, PNC charges very few fees. After numerous complaints and inquiries, PNC raised interest back to .10% retroactive to January 1, 2016.
- First Bank offers to pay interest on all City operating accounts over \$1000 at a rate of 0.25%. On an average daily balance (on all accounts) of \$4,797,898 the monthly interest would be \$999.56. Estimated monthly fees would be \$156.05. First Bank's proposal is attached. Estimated monthly net income would be \$843.51 or \$10,122.12 per year.
- In contrast, PNC pays .10% on money market accounts totaling about \$3.7 million. That comes to about \$298 per month or \$3,583 per year.
- Based on the promise of more interest income and a more responsive management team at First Bank, the City Treasurer and I recommend moving the City's accounts to First Bank, located at Town Square on Rt. N next to Red Robin.
- An ordinance will be presented for a vote at the July 6 BOA meeting.
- Budget Impact: Approximately \$6,500 per year more interest income.



# **The City of Dardenne Prairie**

**And**

**First Bank**

## **Banking and Depository Services Proposal**

April 20, 2016





April 20, 2016

City of Dardenne Prairie  
2032 Hanley Road  
Dardenne Prairie, Mo 63368  
Kim Clark, City Clerk/Treasurer

Dear Mrs. Clark:

Thank you for choosing First Bank to present its proposal for the City of Dardenne Prairie

As this proposal contains significant detail with respect to fees and interest rates for the City's Accounts, we give special mention to the following items:

- The Bank will pay cash interest on ALL of the City's Operating balances
- There will be a fixed interest rate of .25%
- All deposits will be collateralized at 100% according to Missouri statutes 30.270.1 110.010 and 110.020
- The initial orders of checks for accounting software will be provided at no charge

First Bank's approach to fees is straight forward; it does not have many ancillary fees charged by other institutions that may not surface until after the account opening process is completed.

Making sure the City has all of the information it needs to enter into the relationship with First Bank reflects the consultative approach that First Bank takes with its clients. We will work with the City to offer Receivables, Payables, Information Reporting and Fraud Protection Solutions to ensure maximum efficiency and security in managing its revenue cycle and back office.

Best Regards,

A handwritten signature in cursive script, appearing to read "Paula Bue".

Paula Bue  
Vice President | Treasury Management Officer  
First Bank 11901 Olive Blvd. Creve Coeur, Mo 63141  
(314) 692-6353

A handwritten signature in cursive script, appearing to read "Anita Shephard".

Anita Shephard  
Assistant Vice President | Branch Manager | Relationship Manager  
7833 Highway N Dardenne Prairie, Mo 63368  
(636) 695-0044

cc: David C. Zucker  
Mayor, Dardenne Prairie

Attachments

#### **GENERAL INFORMATION - FIRST BANK**

First Bank is in its 105<sup>th</sup> year under the same local family ownership. First Bank's Personal Service to the City comes in the form of a dedicated Relationship Manager and Treasury Management Officer. All of the Bank's Primary operations and support teams are located in the Dardenne Prairie and St. Louis areas.

In addition to the dedicated Officers, the City will have a local Treasury Management Client Support Representative for technical support.

#### **BANK RATING AND FINANCIALS:**

First Bank has a 288 IDC rating (Superior) with Bank Financial Quarterly. First Bank is privately held and thus not required by regulation to subscribe to services such as Moody's or Standard & Poor's for a rating.

The First Bank 2014 Business Review has been included.

**DESCRIPTION OF CURRENT CHECKING AND SAVINGS ACCOUNTS**

**The City Currently has the following Accounts:**

General Fund Checking

General Fund Money Market

Special Revenue Fund Checking

Special Revenue Fund Money Market

Parks & Storm Water Fund Checking - Parks M.M.

Capital Improvement Sales Tax Money Market

Certificate Payment Account Checking

Municipal Bond Account Checking

Escrow Bond Account Checking (Interest 0.01%)

Bryan Road NID Bond Fund Money Market (0.10%)

Bryan Road NID Bond Reserve Fund Money Market (0.10%)

## **DESCRIPTION OF PROPOSED CHECKING ACCOUNTS**

All accounts will earn interest at 0.25%

All checking accounts will be in First Banks Public Funds Accounts (472)

Designated specifically for government agencies

The accounts are charged a monthly fee and per transaction fees. The collected balances are used to offset the monthly charge through analysis.

These accounts earn interest on collected balances over \$1,000.00

The account will go dormant if there is no activity for 366 consecutive days. A monthly service charge will then be applied beginning the month in which the 366<sup>th</sup> day falls.

### **Image Statement Options**

Defaults to 18 images per page (front only)

12 images per page (front only) available at no charge

Six (6) images per page (front/back) with/without deposit tickets (front only) available \$5.00 per month

Statements will be mailed to the customer on a monthly basis. The statement cycles on the last day of the month (unless statements are printed via Gateway on-line)

## DESCRIPTION OF PROPOSED MONEY MARKET ACCOUNTS

### Business Advantage Money Market for Public Funds (477)

For savings and money market accounts, federal regulations limit telephone, online, third party or

Pre-authorized transfers to six per month. If you exceed these limits a monthly "excessive transaction fee" will be assessed one-time for each statement cycle (\$25.00 for money market accounts) in which your account exceeds this limit. Fees may reduce earnings.



**First Banks, Inc.**  
*Treasury Management Services*

## Electronic Debit Protection Services

Use of pre-authorized electronic debits has become an increasingly common and convenient way to make settle tax payments and pay other financial obligations. However, problems can arise when your company's account number falls into the wrong hands.

First Bank's Electronic Debit Protection Service provides additional control over your business accounts, reducing or eliminating your exposure to unauthorized Automated Clearinghouse (ACH) transactions.

### How Electronic Debit Protection Works

**Choice Of Protection** – First Bank's Electronic Debit Protection service provides two different ways to control incoming ACH debit activity - Debit Block and Selective Authorization. With Debit Block, no incoming ACH transactions are allowed to debit your account. Selective Authorization allows more flexibility, restricting transactions only to those debits originated by a pre-approved list of trading partners.

**Automatic Returns** – All ACH debits identified by First Bank's Electronic Debit Protection as unauthorized are automatically returned to the originating financial institution. No intervention is required on the part of your business.

**No Posting** – Unauthorized transactions identified by Electronic Debit Protection are never posted to your company's account. Instead, these ACH debits are returned immediately to the originating bank.

### The Benefits of Using Electronic Debit Protection

**Reduce Fraud Risk** – Electronic Debit Protection dramatically reduces, or even eliminates, unauthorized electronic debits on company accounts.

**Reduce Potential For Loss** – Automatic return of unauthorized ACH transactions helps lessen the possibility that the originating bank will dishonor your returns as untimely.

**Ease and Control** – With Electronic Debit Protection, you can easily maintain a list of authorized trading partners, maximizing control over those allowed to debit your business account.

**Easier Account Management** – Because unauthorized ACH transactions are returned before posting, there are no additional transactions to reconcile and no affidavits or other forms to complete.



## Online Reporting

First Bank offers Gateway, an Internet-based solution that provides a convenient and secure way to monitor financial activity and handle daily transactions.

### ❖ **Gateway Online Reporting and Product Delivery**

- Monitor daily account balances, deposits, and disbursements
- View data up to 18 months
- Stop payments and view check images
- Transfer funds between First Bank accounts
- Originate ACH debit and credit transactions
- Upload check issue files and make online Positive Pay decisions
- Customized Reporting
- In Service alerts and external notification
- Loan payments and history
- Layered security
- Domestic and international wire transfers



## Commercial Card Solution

**Business Edition Cards** – issued by First Bankcard for small and medium sized businesses.

- ❖ No Annual Fee
- ❖ Revolving Line of Credit
- ❖ Simple Application/Approval Process
- ❖ Employee Cards with Individual Limits on Spend
- ❖ Online Access to Transaction Detail
- ❖ Maximum Rewards Program



## Merchant Credit Card Processing

First Bank's Merchant Credit Card Services provides high-value, low-cost processing for all major credit, debit, stored-value cards and checks.

- ❖ Partnered with First Data Commercial Services, an industry leader
- ❖ Point-of-Sale (POS) terminals feature rapid authorization, reports and reviews
- ❖ Wide range of hardware/software solutions, flexible interfaces to E-cash
- ❖ Registers, PCs and POS equipment in a stand-alone or LAN environment
- ❖ Internet POS capabilities enable businesses to accept internet card payments
- ❖ TeleCheck® Services Inc. reduces the risk associated with accepting checks



Proforma Analysis

CITY OF DARDENNE PRAIRIE  
2032 HANLEY ROAD  
DARDENNE PRAIRIE, MO 63368

AVERAGE DAILY BOOK BALANCE	4,797,898.92
Estimated Monthly Interest Earnings flat 0.25%	999.56
Estimated Monthly Bank Fees	(\$156.05)
Estimated Monthly Net income (Interest less fees)	843.51
Estimated ANNUAL Net income (interest less fees)	10,122.12

Public Funds Checking Accounts / Business Advantage Public Funds Money Markets:  
Interest will be paid on all balances at 0.25 basis points

Funds will be 100% collateralized

DESCRIPTION	VOLUME	UNIT PRICE	TOTAL CHARGE
<b>DEPOSITORY SERVICES</b>			
BUSINESS ACCOUNT	5	\$19.50	\$97.50
CHECKS/DEBITS	100	\$0.45	\$45.00
ACH CREDITS	10	\$0.27	\$2.70
ACH DEBITS	5	\$0.17	\$0.85
<b>INFORMATION REPORTING SERVICES</b>			
GATEWAY ON LINE BANKING MAINTENANCE	0	\$25.00	\$0.00
ONLINE STOP PAYMENTS (Gateway)	0	\$20.00	\$0.00
GATEWAY TO INITIATE ACH	0	\$15.00	\$0.00
ACH ITEMS ORIGINATED VIA GATEWAY	0	\$0.11	\$0.00
<b>ELECTRONIC DEBIT PROTECTION</b>			
ALL	0	\$7.50	\$0.00
SELECTIVE	1	\$10.00	\$10.00
<b>COIN &amp; CURRENCY</b>			
CASH DEPOSIT (PER \$100)		\$0.15	
			=====
ESTIMATE OF MONTHLY MAINTENANCE			\$156.05

Positive Pay  
(checks) 40.00 per month

**Kim Clark**

**From:** clayton.frauenfelder@pnc.com  
**Sent:** Friday, April 01, 2016 1:04 PM  
**To:** Kim Clark; David Zucker  
**Cc:** brett.briggs@pnc.com; levar.anderson@pnc.com  
**Subject:** City of Dardenne Prairie/PNC Follow Up Items

Good afternoon,

Thank you for the engaging conversation Wednesday. To keep us focused and moving in the right direction, I've attached a number of items that we discussed in our meeting for your review and feedback.

1. Customer Service - Our goal is to quickly address the needs of the City. LeVar and I will be your main relationship contacts going forward. Please do not hesitate to contact us directly. Our full contact information is listed below including cell numbers.

Clay Frauenfelder, CTP  
Treasury Management  
PNC Bank

LeVar Anderson, VP  
Senior Business Banker

120 South Central Avenue, D4-YB93-08-6  
Clayton, Missouri 63105

120 South Central Avenue, D4-YB93-08-6  
Clayton, Missouri 63105

314-898-1268 (office)  
618-581-4199 (cell)  
855-298-7184 (fax)  
[Clayton.Frauenfelder@pnc.com](mailto:Clayton.Frauenfelder@pnc.com)

(p) 314.898.1515  
(c) 314.910.8415  
(f) 877.556.2459  
[Levar.anderson@pnc.com](mailto:Levar.anderson@pnc.com)

2. Money Market Interest Refund - As of March 11th, we increased our standard money market rate from .05% to .10% for the General Fund Money Market Sweep to better align with the City's other money markets. The Parks/SW Money Market rate of .01% will be updated to .10% for April activity. We agree to refund the interest difference dating back to Jan 1, 2016. The refund of \$332.58 for the General Fund and \$14.43 for the Parks/SW will post within the next few business days. Please see analysis below.

**General Fund Money Market #8702**

Month	Average Collected Balance	Interest Rate	Interest Paid
Jan-16	\$3,708,684	0.05%	\$146.93
Feb-16	\$3,665,074	0.05%	\$155.21
Mar-16	\$3,583,565	0.09%	\$259.69
<b>Total Refund Due to Acct *8702</b>			

*posted 5.4.16*

**Parks/SW Money Market #8681**

Month	Average Collected Balance	Interest Rate	Interest Paid
Jan-16	\$62,295	0.01%	\$0.49
Feb-16	\$62,295	0.01%	\$0.53
Mar-16	\$64,223	0.01%	\$0.54
<b>Total Refund Due to Acct *8681</b>			

**TOTAL REFUND**

3. Other account recommendations- After further review of the existing account structure, we recommend removing the \$15 monthly Sweep feature for the Special Revenue Account AND the Parks Account. The accounts have less than 6 debits per month which will allow the conversion to a Money Market account.

Please respond to confirm if you would like to proceed with these changes.

4. Printed Statement Fee - I am still looking into this request and have a follow up question. Will you continue to need the check images on each of the statements?

Going forward, we are available for relationship review meetings with the City, please let us know if there is a good time in June/July.

Have a great weekend.

Thank you,

Clay Frauenfelder, CTP  
Treasury Management  
PNC Bank

St. Louis, MO Office  
120 South Central Avenue, D4-YB93-08-6  
Clayton, Missouri 63105

314-898-1268 (office)  
618-581-4199 (cell)  
855-298-7184 (fax)  
[Clayton.Frauenfelder@pnc.com](mailto:Clayton.Frauenfelder@pnc.com)

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PNC, 249 Fifth Avenue, Pittsburgh, PA 15222; [pnc.com](http://pnc.com)

CITY OF DARDENNE PRAIRIE  
2032 HANLEY ROAD  
DARDENNE PRAIRIE, MO 63368

BOARD OF ALDERMEN  
MEETING AGENDA  
JUNE 15, 2016  
7:00 p.m.

---

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

ROLL CALL

Mayor Zucker  
Alderman Klingerman  
Alderman Nay  
Alderman Gotway  
Alderman Koch  
Alderman Wandling  
Alderman Santos

OPEN FORUM

CONSENT AGENDA

1. Board of Aldermen Minutes 6-1-16
2. Workshop Summary 6-1-16
3. Expenditures for Approval 6-15-16
4. Temporary Use Permit – Fireworks – Hale Fireworks – 88 Hubble Drive
5. Temporary Use Permit – Fireworks – Fireworks Universe – 2534 Technology Drive
6. Independent Auditor's Report & Financial Statements for the period ended December 31, 2015
7. Construction Deposit Release – Consort Homes – Avalon Lots 10,11 & 43 - \$3,300.00
8. Liquor License Annual Renewals:
  - Everything Wine & Cigars – 1001 Rondale Court - Intoxicating Liquor (All Kinds) by Drink & Sunday
  - Shop N Save – 7909 Highway N – Intoxicating Liquor (all kinds) Original Package & Sunday and Tasting
  - Town Square Pub & Grub – 7843 Highway N – Intoxicating Liquor (All Kinds) by Drink & Sunday
  - WMH Sports Services, LLC – 2032 Hanley Road – Malt Liquor & Light Wines by Drink

ITEMS REMOVED FROM CONSENT AGENDA

## PUBLIC HEARING

1. A P.U.D. Request – Area Plan for the approximate 15.790 acres of land at the northwest corner of the intersection of Bryan Road and Feise Road known as “Cora Marie’s Marketplace, P.U.D. Area Plan” from Applicant Gary H. Feder, Husch Blackwell LLP, Attorney for Property Owner/Applicant Cora Bopp Family Limited Partnership.
2. A Conditional Use Permit Application for an approximate 6.25 acres of land more or less of the approximate 15.79 acres of land commonly known as 1575 Bryan Road bounded by Feise Road on the south by Bryan Road on the east and by the “West Branch Tributary B” creek on the north and west, and more particularly described in the Conditional Use Permit Application received by the City on March 7, 2016 from Applicant BFA, Inc., Engineer for Contractor Purchaser/Developer Wal-Mart Stores, Inc. and from the Property Owner Cora Bopp Family Limited Partnership.

## OLD BUSINESS

### 1. **Bill #16-10**

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, PROVIDING FOR THE APPROVAL OF A PUD AREA PLAN FOR THE APPROXIMATE 15.79 ACRES OF LAND KNOW AS “CORA MARIE’S MARKETPLACE, PUD AREA PLAN

## STAFF COMMUNICATIONS

1. City Attorney
2. City Engineer
3. Staff
4. Aldermen
5. Mayor

## CLOSED SESSION

Roll call vote to hold closed session pursuant to RSMo 610.021 section \_\_\_\_\_  
Litigation and Privileged Communications (1)  
Real Estate (2)  
Personnel (3)  
Labor (9)  
Bid Specs (11)  
Audit (17)

## RETURN TO REGULAR MEETING AGENDA

## ADJOURNMENT

The City of Dardenne Prairie Board of Aldermen meeting was called to order at 7:11 p.m. The meeting was held at Dardenne Prairie City Hall located at 2032 Hanley Road.

The meeting was opened with the Pledge of Allegiance followed by the invocation by Alderman Dan Koch.

Present at roll call were Mayor Zucker, Aldermen Santos, Koch, Gotway Wandling and Nay(via video). Alderman Klingerman was absent. Also present were City Clerk Kim Clark, City Engineer Luke Kehoe and City Attorney's David Hamilton and John Young. Staff member Jeff Amelong was also in attendance.

OPEN FORUM – The following individuals were in attendance to speak.

Dale Stoecklein – 7351 Highway N  
Arnie Dienoff – P.O. Box 1535, 63366

**CONSENT AGENDA**

1. Board of Aldermen Minutes 5-18-16
2. Workshop Summary 5-18-16
3. Expenditures for Approval 6-1-16
4. Temporary Use Permit – Fireworks – Knights of Columbus – 2199 Post Road
5. Fireworks Display – Delmar Gardens – June 26, 2016
6. Liquor License Annual Renewals:
  - Knights of Columbus – 2199 Post Road – Malt Liquor & Light Wines by Drink
  - Midwest Petroleum #18 – 2700 Technology Drive – Intoxicating Liquor (all kinds) Original Package & Sunday
  - Thoele Convenience Store #650 – 7407 South Outer 364 – Intoxicating Liquor (all kinds) Original Package & Sunday
  - Wehrenberg, Inc – 7805 Highway N - Intoxicating Liquor (all kinds) By Drink & Sunday
  - QuikTrip #657 – 1150 Feise Road – Intoxicating Liquor (all kinds) Original Package & Sunday
  - His and Hers BBQ – 7827 Highway N – Malt Liquor by Drink
  - Red Robin – 7821 Highway N - Intoxicating Liquor (all kinds) By Drink & Sunday
  - Target Store T-2103 - 7955 Highway N - Intoxicating Liquor (all kinds) Original Package & Sunday

With no objections, the consent agenda is approved.

**PUBLIC HEARING**

1. A P.U.D. Request – Area Plan for the approximate 15.790 acres of land at the northwest corner of the intersection of Bryan Road and Feise Road known as “Cora Marie’s Marketplace, P.U.D. Area Plan” from Applicant Gary H. Feder, Husch Blackwell LLP, Attorney for Property Owner/Applicant Cora Bopp Family Limited Partnership.

A motion was made by Alderman Gotway, Seconded by Alderman Wandling to continue the Public Hearing to 06-15-16. Motion passed unanimously.

2. A Conditional Use Permit Application for an approximate 6.25 acres of land more or less of the approximate 15.79 acres of land commonly known as 1575 Bryan Road bounded by Feise Road on the south by Bryan Road on the east and by the "West Branch Tributary B" creek on the north and west, and more particularly described in the Conditional Use Permit Application received by the City on March 7, 2016 from Applicant BFA, Inc., Engineer for Contractor Purchaser/Developer Wal-Mart Stores, Inc. and from the Property Owner Cora Bopp Family Limited Partnership.

A motion was made by Alderman Santos, Seconded by Alderman Gotway to continue the Public Hearing to 06-15-16. Motion passed unanimously.

**OLD BUSINESS**

1. **Bill #16-10**

AN ORDINANCE OF THE CITY OF DARDEENNE PRAIRIE, MISSOURI, PROVIDING FOR THE APPROVAL OF A PUD AREA PLAN FOR THE APPROXIMATE 15.79 ACRES OF LAND KNOW AS "CORA MARIE'S MARKETPLACE, PUD AREA PLAN

A motion was made by Alderman Gotway, Seconded by Alderman Santos to postpone Bill #16-10 to 06-15-16. Motion passed unanimously.

**STAFF COMMUNICATIONS**

City Engineer Luke Kehoe mentioned he has paper copies of the Cora Marie Area Plan. Alderman Koch mentioned the need to notify permit holders of the parking situation at BaratHaven fields.

A motion was made by Alderman Gotway, Seconded by Alderman Santos to adjourn the meeting at 7:32 p.m. Motion passed unanimously.

Respectfully submitted,

---

Kim Clark, City Clerk

## WORKSHOP SUMMARY

JUNE 1, 2016

The City of Dardenne Prairie workshop session was called to order at 5:33 p.m. The meeting was held at Dardenne Prairie City Hall located at 2032 Hanley Road.

The meeting was opened with the Pledge of Allegiance.

The following were in attendance: Mayor Zucker, Aldermen Wandling, Koch, Santos and Gotway. Alderman Nay joined via video at approximately 5:55. Alderman Klingerman was absent. Also present were City Clerk Kim Clark, City Engineer Luke Kehoe and City Attorney's David Hamilton and John Young. Staff member Jeff Amelong was also in attendance.

### ITEMS FOR DISCUSSION AND CONSIDERATION

1. ICD Color Run
2. Indoor Storage Facilities in Dardenne Prairie (Mayor)
3. Short Term Goals (0 – 3 year projects)
4. Long Term Goals (3 – 10 year projects)
5. Review of Board of Aldermen Meeting Agenda (06-01-16)

### STAFF COMMUNICATIONS

City Engineer Luke Kehoe mentioned the following:

- Leighton Hollow Escrows
- Trail relocation contract status
- Final Approval of Sidewalk project
- St. Charles County routine work

Mayor Zucker mentioned the following:

- Concession Stand
- Basement leak
- Repair of fountain
- CERT surplus equipment sales
- Brett Ridge Drive dispute

A motion was made by Alderman Gotway, Seconded by Alderman Wandling to hold a closed session pursuant to RSMo 610.021 section (2) Real Estate and (3) Personnel. Motion passed unanimously. Roll call was as follows:

Alderman Koch – Aye	Alderman Klingerman – Absent
Alderman Wandling – Aye	Alderman Nay – Aye
Alderman Santos – Aye	Alderman Gotway – Aye

### CLOSED SESSION

A motion was made by Alderman Santos, Seconded by Alderman Gotway to adjourn the meeting at 7:11 p.m. Motion passed unanimously.

Respectfully submitted,

---

Kim Clark, City Clerk

**EXPENDITURES FOR APPROVAL  
6/15/2016**

1 Ameren	Street Lights to 6/2	49.27
2 Baumstark Roofing, Inc.	Leak Repair	150.00
3 BMI	Annual Music License	336.00
4 Charter	City Hall Internet	123.19
5 Childs Tire	Tire for Ballfield Chalker	96.00
6 Consort Homes, LLC	Avalon Deposit Refund	3,300.00
7 County Land Maintenance, Inc.	Brushhogging and Fertilizer	1,948.00
8 Court-Missouri Department of Revenue	Crime Victims: April & May, 2016	1,868.06
9 Court-Sheriff Retirement Fund	Retirement Fund: April & May, 2016	786.00
10 Court-St. Charles County-Dom Violence Fur	Court Fines: April & May, 2016	526.00
11 Court-Treasurer; State of Missouri	POST Fees: April & May, 2016	263.00
12 GFI Digital	Copies	111.53
13 Hoff Heating & AC, Inc.	AC Repair	979.00
14 Insurance: Capital Administrators	Vision: June, 2016	91.15
15 Kone, Inc.	Quarterly Maintenance to 8/31/16	375.06
16 LAGERS	April, 2016	2,516.98
17 Mercy	Employee Screening	52.00
18 MOCCFOA - Eastern Division	City Clerk Annual Installation Luncheon	25.00
19 Mrs. Hogan	Park Pavilion Cancellation Refund	100.00
20 NRPA	Conference: DeWinters	382.00
21 Parks: C & R Sound	Movie Sound & Screen	300.00
22 Pass Security	Alarm Monitoring thru 9/30/16	81.00
23 Payroll	Payroll: 06-03-16	19,738.89
24 Pizzo's Driveway Sealing	City Hall Caulking	750.00
25 PNC	Credit Card Charges	729.36
26 Professional Irrigation Systems, LLC.	Irrigation Activation	675.00
27 Promotions Pronto	Polo Shirts for Board & P&Z	78.63
28 PWSD #2	City Hall Fountain to 5-20-16	76.76
29 PWSD #2	City Hall to 5-20-16	43.54
30 SiteOne	Ballfield Chalk	140.00
31 St. Charles County Recorder of Deeds	Lien Filing	24.00
32 Total Lock & Security	Tenant Key	19.50
33 Tracker Designs	Monthly Website Search Engine & Quarterly Update	177.50
34 Windstream	Phone Service	626.76
35 WMH Sports Services: John Hecei	June Umpires	1,652.50
		<b>39,191.68</b>

Approved by Board of Aldermen 6-15-16

\_\_\_\_\_  
Mayor David C. Zucker



City of Dardenne Prairie  
2032 Hanley Road  
Dardenne Prairie, MO 63368  
636-561-1718

16-260

**TEMPORARY USE PERMIT- FIREWORKS STANDS OR TENTS**

Applications must be completed in full for each location in Dardenne Prairie and submitted to the City Clerk. (Incomplete applications will be returned.)

All permits shall expire on the eighth day following July 4<sup>th</sup> of every year.

This application must be submitted to the City Clerk along with a cashier's check for \$3000.00, site plan, letter from property owner, certificate of insurance, and emergency contact form.

5/19/16  
Application Date

Location of Stand/Tent 88 Hubble Drive  
Name of Business Hale Fireworks, LLC  
Business Owner Mitch Hale  
Address 48 Brokenbow Rd  
City, State & Zip Buffalo, Mo 65622  
Phone 417 345-0361

Name & Phone # of Senior Manager on Site Sharlene Highfill 417 849-6615  
Property Owner Name Greater Missouri Builders  
Property Owner Address 1551 Wall St., Suite 220  
City, State, & Zip St. Charles, Mo 63303  
Property Owner Phone 636 946-1341  
MO Sales Tax # (Attach a copy of MO Retail Sales License) 18243169

Mitch Hale  
Applicant Signature

NOTE: By affixing signatures to this application form, the Applicant hereby verifies that they have reviewed the applicable zoning regulations; they are familiar with the specific requirements relative to this application; and they take full responsibility for this application. The above signature further indicates that the information provided on this form and on any additional data attached hereto is true, complete, and accurate.



## Original Sign and Return

This lease, made and entered into this 6<sup>th</sup> day of May, 2016, by and between Greater Missouri Builders, herein after referred to "Lessors" and Hale Fireworks LLC, 48 Brokenbow Road, Buffalo, MO 65622, hereinafter referred to as "Lessees".

**Witnesseth:**

The Lessors, do hereby lease to the Lessees, and the Lessees do hereby lease from the Lessors, the premises located 88 Hubble Drive, Dardenne Prairie, MO, said location to be utilized for the purpose of retail fireworks sales, parking lot pertaining to activities of the same. Lessees will erect a large tent/stand for fireworks sales.

1. This lease shall commence no earlier than June 5, 2016 and terminate on July 10, 2016.
2. Lessees agree to pay \$3,500.00 rental for the 2016 (1) season. Lessees will be responsible for providing electricity.
3. Lessees agree to carry liability insurance in the minimum amount of \$2,000,000 with Lessors named as additional insured and a copy of the policy issued to Lessor for file purposes prior to business commencing.
4. Lessees agree to maintain a clean area and will clean up and remove any debris left by their business operation.
5. Lessees are responsible to repair any damage to location site including arranging and paying for the repair of any damage with a certified and or licensed trade professional.
6. This lease is null and void if premises cannot be used to sell fireworks. Lessees reserve **First Right of Refusal** for rental of said premises for the same said purpose for business season 2017. \*

Attested to by:

Donald R. Runk 5-12-16 PBC  
"Lessor" Date

Mitch Hale 5/6/16  
Hale Fireworks, LLC Date  
Mitch Hale, Owner  
"Lessees"

Contract for 2017 is cancellable if property is sold. PBC



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
5/6/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Britton Gallagher One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 216-658-7100		FAX (A/C, No): 216-658-7101
	<b>E-MAIL ADDRESS:</b>		
		<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
		INSURER A: Everest Indemnity Insurance Co.	10851
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

**COVERAGES**                      **CERTIFICATE NUMBER: 793019904**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC			S18ML00106-161	3/1/2016	3/1/2017	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$500,000
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS - COMP/OP AGG	\$2,000,000
								\$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS  <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE  DED      RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				WC STATUTORY LIMITS	OTHER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement. In respect to the fireworks location at 88 Hubble Drive, Dardenne Prairie, MO 63368  
Landowner: Greater Missouri Builders

<b>CERTIFICATE HOLDER</b> Greater Missouri Builders 1551 Wall Street St. Charles MO 63303	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	--

Site Plan near 85 Hubble Dr  
Diverse Pines, No

STORAGER

Electric Line

Light Pole

Light Pole

Electric Line

Light Pole

170'

90'

TENT

TRASH

30'

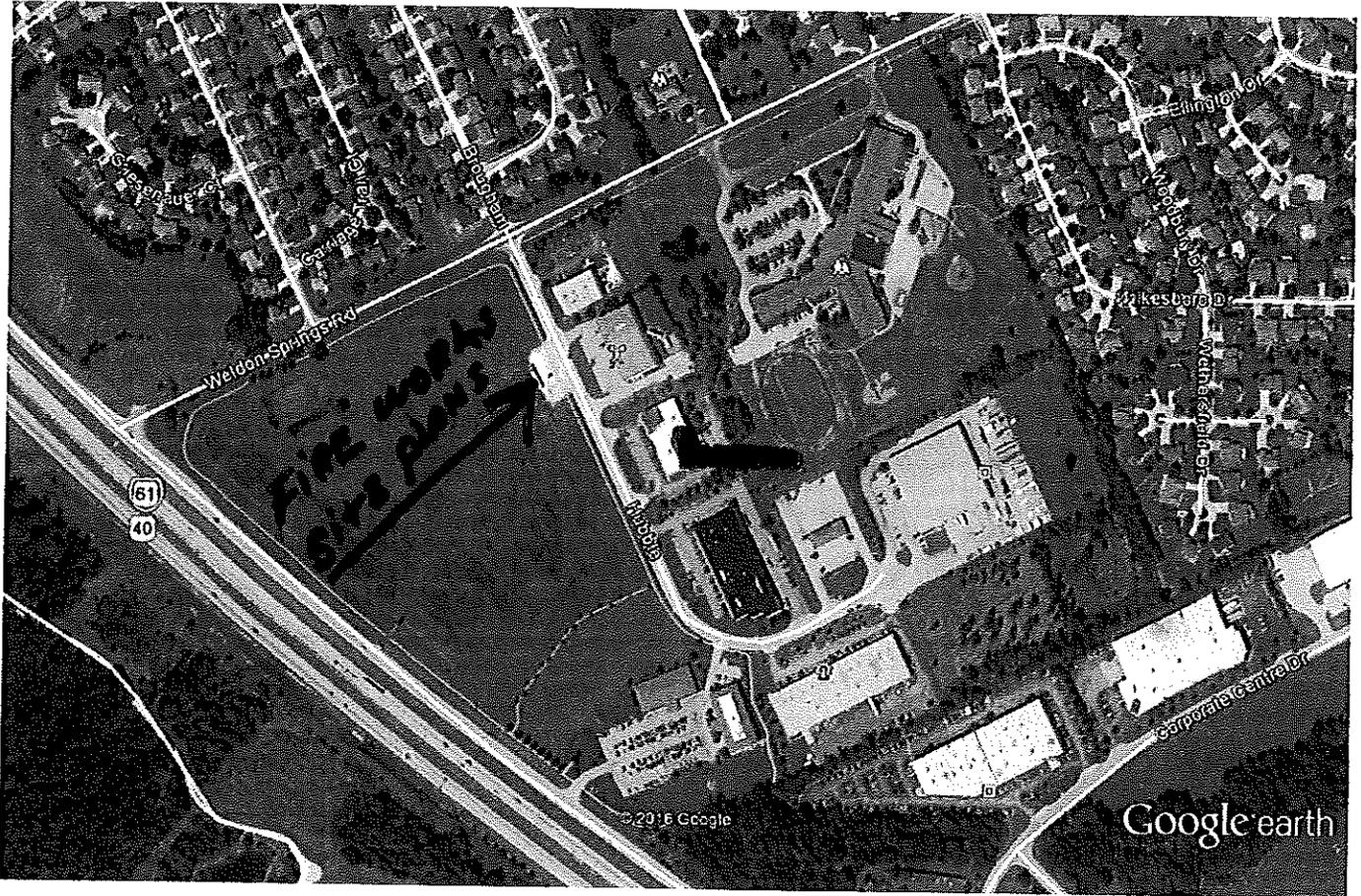
100'

Electric Service

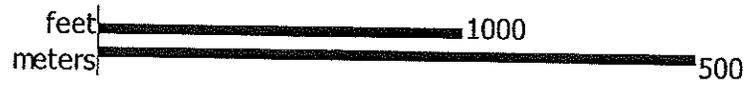
- P #1
- P #2
- P #3
- P #4
- P #5
- P #6
- P #7
- P #8
- P #9
- P #10

Gravel Lot

Hubble Dr



Google earth



170777  
2015-11-15

**City of Dardenne Prairie  
Business Emergency Contact FORM**

The information contained on this form will be kept confidential and will be used when an emergency or unusual situation arises at the business indicated. Persons listed on the form should be those that have keys and a working knowledge of the alarms (if any), business layout and business operation. A copy of this form will be provided to the St. Charles County Sheriff's Department, which is the law enforcement authority for Dardenne Prairie. Please list people who can respond in a reasonable amount of time.

**Please print or type:**

Business Owner's Name Mitch Hale

Business Name Hale Fireworks, LLC

Business Address 88 Hubble Drive

Plaza/Business Center Name (if applicable) \_\_\_\_\_

Alarm Company (if equipped) \_\_\_\_\_

Alarm Company Phone ( ) \_\_\_\_\_

**Contact Personnel in Order:**

Call First: Sharlene Highfill Name: Sharlene Highfill Phone: (417) 849-6615

Then Try: David Highfill Name: David Highfill Phone: (417) 827-5728

Next Try: Nick Bailey Name: Nick Bailey Phone: (417) 733-3111

Any special notes or considerations (Dogs, Chemicals, Hazardous areas, etc.)

Seasonal firework sales tent  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



City of Dardenne Prairie  
2032 Hanley Road  
Dardenne Prairie, MO 63368  
636-561-1718

APPLICATION should be  
received no later than

6/15/16

16-258

TEMPORARY USE PERMIT- FIREWORKS STANDS OR TENTS

Applications must be completed in full for each location in Dardenne Prairie and submitted to the City Clerk.  
(Incomplete applications will be returned.)

All permits shall expire on the eighth day following July 4<sup>th</sup> of every year.

This application must be submitted to the City Clerk along with a cashier's check for \$3000.00, site plan, letter from property owner, certificate of insurance, and emergency contact form.

6-5-16  
Application Date

Location of Stand/Tent 2534 Technology Dr.

Name of Business Fireworks Universe

Business Owner Luke Bollinger

Address 215 Red Leaf Way

City, State & Zip Wright City MO 63390

Phone 636-293-4907

Name & Phone # of Senior Manager on Site Luke Bollinger 636-293-4907

Property Owner Name Steve Lumley

Property Owner Address 1902 Ridge Lake Dr.

City, State, & Zip Clusterfield MO 63017

Property Owner Phone 314-606-2220

MO Sales Tax # (Attach a copy of MO Retail Sales License) 22608877

[Signature]  
Applicant Signature

NOTE: By affixing signatures to this application form, the Applicant hereby verifies that they have reviewed the applicable zoning regulations; they are familiar with the specific requirements relative to this application; and they take full responsibility for this application. The above signature further indicates that the information provided on this form and on any additional data attached hereto is true, complete, and accurate.

**City of Dardenne Prairie  
Business Emergency Contact FORM**

The information contained on this form will be kept confidential and will be used when an emergency or unusual situation arises at the business indicated. Persons listed on the form should be those that have keys and a working knowledge of the alarms (if any), business layout and business operation. A copy of this form will be provided to the St. Charles County Sheriff's Department, which is the law enforcement authority for Dardenne Prairie. Please list people who can respond in a reasonable amount of time.

**Please print or type:**

Business Owner's Name Luke Bollinger

Business Name Fireworks Universe

Business Address 2534 Technology Dr.

Plaza/Business Center Name (if applicable) \_\_\_\_\_

Alarm Company (if equipped) \_\_\_\_\_

Alarm Company Phone ( ) \_\_\_\_\_

**Contact Personnel in Order:**

*Call First:*  
Name: Luke Bollinger Phone: (636) 293-4907

*Then Try:*  
Name: Justine Bollinger Phone: (636) 293-0480

*Next Try:*  
Name: Mike Cokley Phone: (314) 581-2318

Any special notes or considerations (Dogs, Chemicals, Hazardous areas, etc.)

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Temporary Fireworks Stand Property Use Permission Form

April 25, 2016

To whom it may concern,

ACPS, LLC authorizes Luke Bollinger of Fireworks Universe to use the property located at 2534 Technology Drive O'Fallon, MO 63368 to operate a "Temporary Firework Stand" from 06/15/2014 to 07/15/2014 in accordance with our rental and hold harmless agreements.

A handwritten signature in black ink that reads "Steve Lumley". The signature is written in a cursive style with a large, stylized initial 'S'.

Steve Lumley  
Member  
ACPS, LLC



*Missouri*  
DEPARTMENT OF REVENUE  
Taxation Division

## CERTIFICATE OF NO TAX DUE

FIREWORKS UNIVERSE  
215 RED LEAF WAY  
WRIGHT CITY MO 63390  
LUKE BOLLINGER

DATE: MAY 2, 2016

MISSOURI TAX ID NUMBER: 22608877

To whom it may concern: The Missouri Department of Revenue certifies that the above listed taxpayer/account has filed all required returns and paid all retail sales tax due, including penalties and interest, or does not owe any retail sales tax, according to the records of the Missouri Department of Revenue, as of May 1, 2016. These records do not include returns that are not required to be filed as of this date for taxes previously collected or that have been filed but not yet processed by the Department.

This statement only applies to retail sales tax due and does not limit the authority of the Director of Revenue to assess, and/or collect liabilities under appeal, in default of an installment agreement entered into with the Director of Revenue or that become known to the Department as a result of audit, review of taxpayer's records, or determination of successor liability.

THIS CERTIFICATE REMAINS VALID FOR 90 DAYS FROM THE ISSUANCE DATE.

DIRECTOR OF REVENUE OR DELEGATE  
STATE OF MISSOURI

BY:

A handwritten signature in cursive script that reads "Susan White".

Susan White  
Supervisor  
Business Tax Registration Section

BK:DU0979

TAR055  
201612300301268

**State of Missouri**  
**Missouri Temporary Sales License**

**LICENSEE:**

**FIREWORKS UNIVERSE  
2534 TECHNOLOGY DR  
DARDENNE PRAIRIE MO 63368  
BOLLINGER LUKE**

**LICENSE ISSUED:**

**MAY 02, 2016**

**MISSOURI TAX IDENTIFICATION NUMBER: 22608877**

**THE ISSUANCE OF THIS LICENSE IS CONTINGENT UPON THE LICENSEE'S  
COMPLIANCE IN ALL RESPECTS WITH THE REQUIREMENTS OF CHAPTER 144  
RSMO, AND THE RULES PROMULGATED THEREUNDER.**

**THIS LICENSE IS VALID ONLY FROM JUNE 20, 2016 TO  
JULY 10, 2016.**

**THIS LICENSE MUST BE PROMINENTLY DISPLAYED.**

**DIRECTOR OF REVENUE**

*Nia Ray*

**THIS BUSINESS IS REGISTERED INSIDE THE CITY LIMITS OF  
DARDENNE PRAIRIE IN THE COUNTY OF ST CHARLES AND YOU ARE  
LIABLE TO COLLECT AND REMIT ALL APPLICABLE STATE AND LOCAL SALES  
TAXES.**

**THIS LICENSE IS NOT ASSIGNABLE OR TRANSFERABLE**



**Fireworks Universe**  
2534 Technology Dr

**Legend**  
2534 Technology Dr

2534-Technology Dr

Parkings

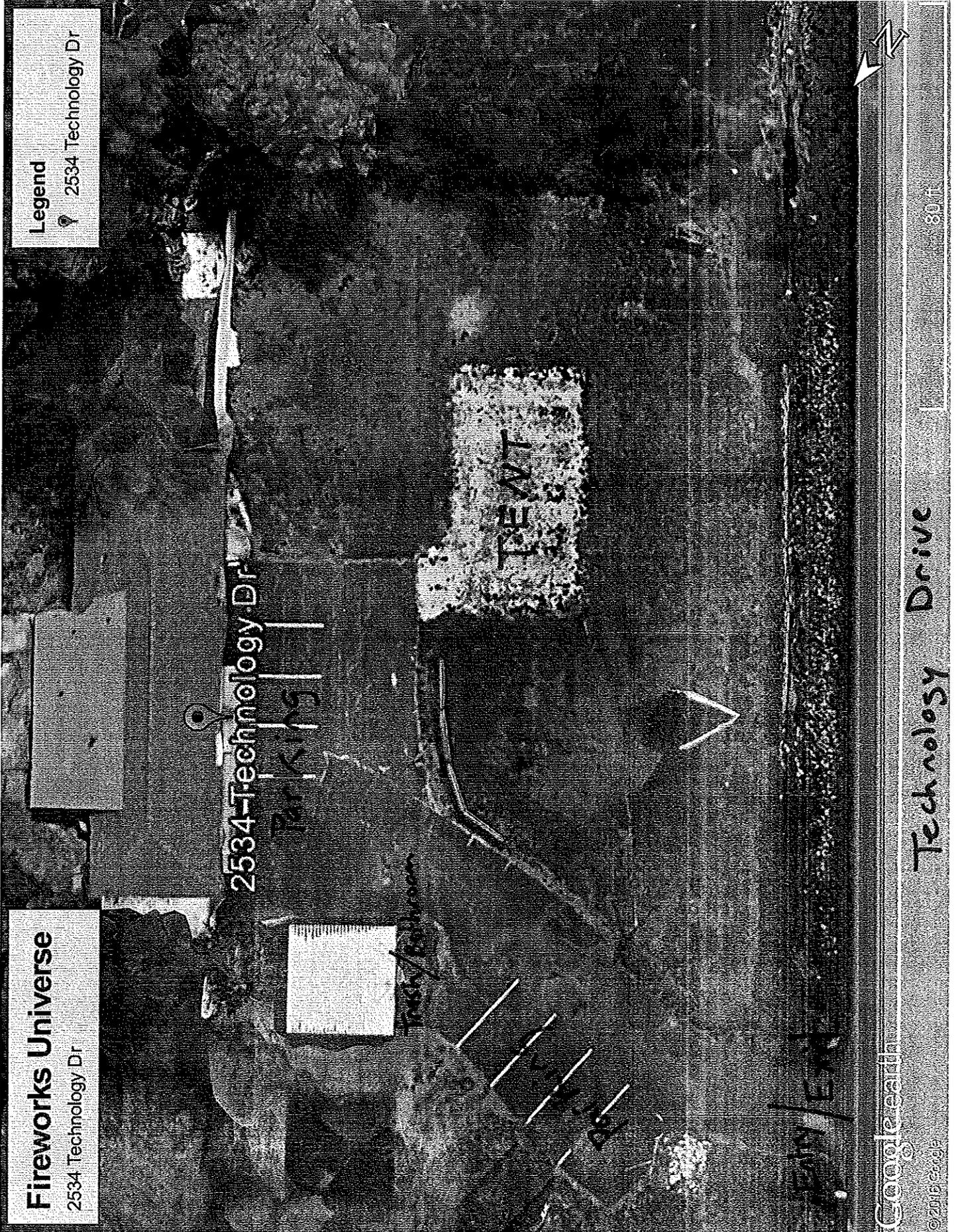
TEVT

Google Earth

© 2015 Google

Technology Drive

80 ft





City Engineer  
Phone 636.978.6008  
Fax 636.898.0923  
Engineer @DardennePrairie.org

City Hall  
2032 Hanley Road  
Dardenne Prairie, MO 63368  
Phone 636.561.1718  
Fax 636.625.0077

June 8, 2016

Mayor David Zucker  
City of Dardenne Prairie  
2032 Hanley Rd.  
Dardenne Prairie, MO 63368

**Subject:** SWPPP Construction Deposit Established by Consort Homes, LLC - Release No. 1  
Avalon Lot 10, 11 and 43  
Dardenne Prairie Project No. 970200

Dear Mayor Zucker:

Per the request of Consort Homes, LLC, and our inspection of the subject lots, we recommend a 100% release of the Construction Deposit amount established by Consort Homes, LLC and being held by the City for the guarantee of erosion and siltation control at the subject lots in the amount of \$3,300.00.

The attached deposit account summary form details the total Construction Deposit amounts being held by the City and the amount recommended for this release.

If you have any questions, please feel free to contact me.

Sincerely,

KEHOE ENGINEERING COMPANY INC.



Luke R. Kehoe, P.E., CFM, LEED AP  
City Engineer

Attachment

cc: Board of Aldermen  
Kim Clark, City Clerk  
Jeff Amelong, Building Code Official  
Roger L. Cox, Consort Homes, LLC  
James R Jones, Meramec Valley Bank  
Mary Caye Jones, MVB Real Estate, Inc.

DARDENNE



www.DardennePrairie.org

City Engineer  
Phone 636.978.6008  
Fax 636.898.0923  
Engineer@DardennePrairie.org

City Hall  
2032 Hanley Road  
Dardenne Prairie, MO 63368  
Phone 636.561.1718  
Fax 636.625.0077

**Deposit Account Summary**  
**970200 Avalon Subdivision**

**Release No.: 1**

Last Updated: 06/08/2016

Lots 10, 11 and 43

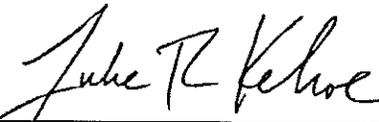
Lot No.	Deposit Posted By McKelvey Homes*		Bldg. Dept. Issued Occ. Permit**	Previously Released Deposit	Recommended		Lot No.
	Date	Amount			Reimbursed This Period	Released To Date	
10	05/10/2013	\$ 1,100.00	yes	\$ -	\$ 1,100.00	\$ 1,100.00	10
11	05/10/2013	\$ 1,100.00	yes	\$ -	\$ 1,100.00	\$ 1,100.00	11
43	05/10/2013	\$ 1,100.00	yes	\$ -	\$ 1,100.00	\$ 1,100.00	43
<b>Total</b>	-	\$ 3,300.00	-	\$ -	\$ 3,300.00	\$ 3,300.00	

\* This SWPPP deposit does not include other "Escrow" provided by separate agreement with developer for completion of entire development

Approved for release by the City Engineer

Approved for release by the Board of Aldermen

Prepared by:

  
Kehoe Engineering Company, Inc.  
Luke R. Kehoe, P.E., City Engineer

DARDENNE

# Liquor License Application



Complete all information on the following page. Any falsification or misrepresentation on this application could result in immediate revocation or suspension of your liquor license.

Questions, please call 636-561-1718

Name of Business:

Everything Wine and Cigars LLC

Location Address:

1001 Rondale Ct

Mailing Address:

1001 Rondale Ct  
Dardenne Prairie MO 63368

JUN 07 2015  
BY: MK  
CR 1006  
16-0189

Name of Applicant:

Sherri Beeman

Applicant Email Address:

Sherri@everythingwineandcigars.com

Address:

3135 Post Run Dr  
Fallon MO 63368

Driver's License #:

State: MO

Date of Birth

5-31-77

Place of Birth:

JACKSONVILLE FL

Business Phone:

636 294-5911

Home Phone:

314 809 2633

1. Has applicant ever had a liquor license previously?

YES  NO

If YES give place: renewal here

2. Has applicant ever had liquor license revoked?

YES  NO

If YES give date and place:

3. Has applicant ever been convicted of a violation of any law applicable to the manufacture or sale of intoxicating liquor or non-intoxicating beer?

YES  NO

If YES give dates, locations, and charges:

4. Has applicant ever been convicted of a Felony Offense?

YES  NO

If YES give dates, locations and charges:

5. Has applicant ever been convicted of a misdemeanor offence?

YES  NO

If YES give dates, locations and charges:

Type of liquor license applying for:

retail Liquor by drink / SUNDAY

I/We hereby authorize Sheriff of St. Charles County or his designate to conduct a criminal history check and personal background check for release of any information, in Police and /or court records involving me, to the Mayor and Board of Aldermen to evaluate my application for a Liquor License.

Signature

Date

6-3-16

DARDENNE

# Liquor License Application



Complete all information on the following page. Any falsification or misrepresentation on this application could result in immediate revocation or suspension of your liquor license.

Questions, please call 636-561-1718

Name of Business: Shop 'n Save Warehouse Foods, Inc. dba Shop 'n Save

Location Address: 7909 Hwy N

Dardenne Prairie, MO 63366

Mailing Address: 10461 Manchester Rd.

Kirkwood, MO 63122

RECEIVED  
JUN 07 2015

BY: thv CR06256225  
REC 16-0187

Name of Applicant: Timothy Watts

Applicant Email Address: tim.j.watts@supervalu.com

Address: 1116 Timber Line Ct.

Wentzville, MO 63385

Driver's License #: B121003001 State: MO

Date of Birth: 2/24/1970 Place of Birth: Spokane, WA

Business Phone: (314) 984-1379 Home Phone: (208) 241-4101

1. Has applicant ever had a liquor license previously? YES X NO       
If YES give place: SnS licensed locations attached
2. Has applicant ever had liquor license revoked? YES      NO X  
If YES give date and place:
3. Has applicant ever been convicted of a violation of any law applicable to the manufacture or sale of intoxicating liquor or non-intoxicating beer? YES      NO X  
If YES give dates, locations, and charges:
4. Has applicant ever been convicted of a Felony Offense? YES      NO X  
If YES give dates, locations and charges:
5. Has applicant ever been convicted of a misdemeanor offence? YES      NO X  
If YES give dates, locations and charges:

Type of liquor license applying for: Intoxicating Liquor (All Kinds) Original Package, Sunday Sales, Tasting Permit

I/We hereby authorize Sheriff of St. Charles County or his designate to conduct a criminal history check and personal background check for release of any information, in Police and /or court records involving me, to the Mayor and Board of Aldermen to evaluate my application for a Liquor License.

Timothy Watts  
Signature

5/18/16  
Date



Complete all information on the following page. Any falsification or misrepresentation on this application could result in immediate revocation or suspension of your liquor license.

Questions, please call 636-561-1718

PRAIRIE

Name of Business: TOWN Square Pub N Grub

Location Address: 7843 Highway N  
Dardenne Prairie Mo 63364

Mailing Address: \_\_\_\_\_

Name of Applicant: NICOL POTTER

PAID JUN 08 2015  
BY: MLV CK 5434  
REC. 16: 0190

Applicant Email Address: townsquarepubn grub@yahoo.com

Address: 7616 Wynn P  
Ballwin Mo 63021

Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_

Date of Birth: 12-4-1973 Place of Birth: Fairfield CA

Business Phone: (636) 625-4400 Home Phone: 314 ~~636~~ 749-7374

- 1. Has applicant ever had a liquor license previously? YES \_\_\_ NO   
If YES give place:
- 2. Has applicant ever had liquor license revoked? YES \_\_\_ NO   
If YES give date and place:
- 3. Has applicant ever been convicted of a violation of any law applicable to the manufacture or sale of intoxicating liquor or non-intoxicating beer? YES \_\_\_ NO   
If YES give dates, locations, and charges:
- 4. Has applicant ever been convicted of a Felony Offense? YES \_\_\_ NO   
If YES give dates, locations and charges:
- 5. Has applicant ever been convicted of a misdemeanor offence? YES \_\_\_ NO   
If YES give dates, locations and charges:

Type of liquor license applying for: INTOXICATING LIQUOR (ALL KINDS) BY DRINK + SOUNDS

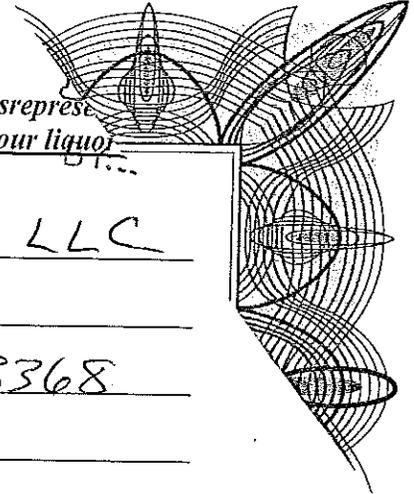
I/We hereby authorize Sheriff of St. Charles County or his designate to conduct a criminal history check and personal background check for release of any information, in Police Aldermen to evaluate my application for a Liquor License. Restroom Bars  
ie, to the Mayor and Board of

Signature: [Handwritten Signature]

Date: 6-7-16

DARDENNE

# Liquor License Application



Complete all information on the following page. Any falsification or misrepresentation of information on this application could result in immediate revocation or suspension of your liquor license.

Questions, please call 636-561-1718

PRAIRIE

Name of Business:

W M H Sports Services, LLC

Location Address:

2032 Hanley Rd  
Dardenne Prairie, MO 63368

Mailing Address:

1821 Plaza Ct  
St. Charles, MO 63303

Name of Applicant:

John Hecei

Applicant Email Address:

wmhsports@aol.com

Address:

1821 Plaza Ct  
St. Charles, MO 63303

Driver's License #:

1050295031 State: \_\_\_\_\_

Date of Birth

2/25/84 Place of Birth: St. Charles, MO

Business Phone:

(636) 395-7259 Home Phone: (636) 875-4485

1. Has applicant ever had a liquor license previously? YES  NO   
If YES give place: St. Charles
2. Has applicant ever had liquor license revoked? YES  NO   
If YES give date and place:
3. Has applicant ever been convicted of a violation of any law applicable to the manufacture or sale of intoxicating liquor or non-intoxicating beer? YES  NO   
If YES give dates, locations, and charges:
4. Has applicant ever been convicted of a Felony Offense? YES  NO   
If YES give dates, locations and charges:
5. Has applicant ever been convicted of a misdemeanor offence? YES  NO   
If YES give dates, locations and charges:

Type of liquor license applying for

Malt Liquor / Wine By Drink

I/We hereby authorize Sheriff of St. Charles County or his designate to conduct a criminal history check and personal background check for release of any information, in Police and /or court records involving me, to the Mayor and Board of Aldermen to evaluate my application for a Liquor License.

Signature

Date

06/15/2011

3/30/16

