



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

**BOARD OF ALDERMEN
AGENDA
OCTOBER 7, 2026
7:00 p.m.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Widaman
Alderman Detweiler
Alderman Gittemeier
Alderman Johnson
Alderman Nay
Alderman Waters
Alderman Wilson

CONSENT AGENDA

1. Board of Aldermen Regular Session Minutes – 09 16 26
2. Expenditures Report dated – 10 07 26
3. Veterans Salute to Service Program – fee waiver
4. Appointment of Robert M. Rickerson to the BaratHaven CID – term expiring February 15, 2030.
5. Release Land Disturbance Escrow for Courtyards at BaratHaven
6. Quail Hallow Street Closure on October 25, 2026, for HOA Block Party – 169 Sanctuary Drive to 177 Sanctuary Drive

ITEMS REMOVED FROM CONSENT AGENDA

PUBLIC COMMENT

NEW BUSINESS

1. **PRESENTATION** – Engineering Concepts – Weldon Spring Phase I
2. **RBA** – Solar Panel Design Guidelines – Alderman Waters



3. Resolution No. 407

A Resolution of the City of Dardenne Prairie, Missouri, Authorizing the Funding to Immaculate Conception Dardenne School in Support of a School Resource Officer Program Agreement Between Immaculate Conception Dardenne School and St. Charles County Police Department

4. Resolution No. 408

A Resolution of the City of Dardenne Prairie, Missouri, Accepting a Bid for Resurfacing the City Hall Playground

5. Resolution No. 409

A Resolution of the City of Dardenne Prairie, Missouri, Granting a One-Year Extension of the Approved PUD Area Plan for Property Located At 2450 Technology Drive, Pursuant to Section 405.350 of the City Code

6. Resolution No. 410

A Resolution of the City of Dardenne Prairie, Missouri, Establishing a Policy and Procedure for the Evaluation and Addressing Resident Requests Concerning Street Creep, Longitudinal Pavement Movement, and Related Pavement Conditions Adjacent to Residential Driveways

7. Bill No. 26 - 45

An Ordinance of the City of Dardenne Prairie, Missouri, Authorizing the Purchase of Two Used International TerraStar Municipal Dump/Plow Trucks and Associated Equipment from the City of St. Peters, Missouri, for a Total Purchase Price Not to Exceed Twenty Thousand Dollars (\$20,000.00)

8. Bill No. 26 – 46

An Ordinance of the City of Dardenne Prairie, Missouri, Authorizing the City Administrator to Execute a Contract with Essential Network Technologies, for Access Control Replacement Project

OLD BUSINESS

1. Bill No. 26 – 42 (first reading on 09-16-26)

An Ordinance of the City of Dardenne Prairie, Missouri, Approving a Conditional Use Permit for a Dog Grooming Salon Located at 1656 Bryan Road

OFFICER & STAFF COMMUNICATIONS

1. City Attorney
2. City Staff
3. Aldermen
4. Mayor
6. Monthly Reports

ADJOURNMENT



CALL TO ORDER

Mayor Widaman called the September 16, 2026, City of Dardenne Prairie, Board of Aldermen meeting to order at 7:00 pm.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was said.

ROLL CALL

	Present	Absent
Mayor Widaman	X	
Ald Detweiler	X	
Ald Gittermeier		X
Ald Johnson	X	
Ald Nay	X	
Ald Waters	X	
Ald Wilson	X	

ALSO PRESENT: City Administrator Kyle Michel, City Attorney John Young and City Clerk Deborah Ryan

CONSENT AGENDA

1. Board of Aldermen Regular Session Minutes – 09 02 26
2. Expenditures Report dated – 09 16 26
3. Treasurers Report dated – 08 31 26
4. Immaculate Conception of Dardenne – By the Drink Liquor License - October 4, 2026

Moved by Alderman Johnson seconded by Alderman Detweiler to approve the consent agenda as presented.

All ayes, motion carried.

ITEMS REMOVED FROM CONSENT AGENDA

No items removed

PUBLIC COMMENT

The following spoke during public comment:

- Cheryl Bratton
- Christy Valenti
- Jol King

PUBLIC HEARING

1. The Velvet Paw is Requesting a Conditional Use Permit for a Dog Grooming Salon located at 1656 Bryan Road, Dardenne Prairie MO, current Zoning is C-2 and requesting C-2 CUP

Motion by Alderman Wilson, seconded by Alderman Detweiler to open the Public Hearing.

Applicants Robbi Johnson and Kristy Distefano spoke regarding the business.



Motioned by Alderman Wilson, seconded by Alderman Detweiler to close the Public Hearing.

2. The tax rate proposed by the City of Dardenne Prairie for its 2026 tax levy is \$0.0821 dollars per \$100.00 of assessed valuation. The estimated amount of revenue required to be provided from the property tax as set forth in the annual general budget is \$421,843 which includes an increase of \$13,566, or 3.2%, due to an increase in Assessed Valuation resulting from New Construction.

Motion by Alderman Wilson, seconded by Alderman Detweiler to open the Public Hearing.

City Administrator Michel stated this is the annual public hearing so the City can set the tax rate by the end of September as required by State Statute. There is no change in the rate from 2025.

Motioned by Alderman Detweiler, seconded by Alderman Wilson to close the Public Hearing.

NEW BUSINESS

Mayor Widaman asked if there are any objections to moving Item 6, Bill No. 26-42 to the top of New Business so the applicants do not have to wait. No objections were heard, Item 6 moved to the beginning of New Business.

6. Bill No. 26 – 42

An Ordinance of the City of Dardenne Prairie, Missouri, Approving a Conditional Use Permit for a Dog Grooming Salon Located at 1656 Bryan Road

Motioned by Alderman Detweiler, seconded by Alderman Wilson for the first reading of Bill No. 26-42, by title only.

All ayes, motion carried.

City Attorney read Bill No. 26-42, by title only.

City Administrator Michel stated the Planning and Zoning Commission held the public hearing on Wednesday, September 7, 2026. The primary concerns from P & Z was parking and as the applicants stated, this is primarily a drop off/pick up facility and no long term parking would be required. P & Z recommended approval with no conditions.

1. Resolution No. 405

A Resolution of the City of Dardenne Prairie, Missouri, Approving Purchases for the Replacement of Playground Equipment and Authorizing the City Administrator to Execute the Necessary Documents

City Attorney read Resolution No. 405, by title only

City Administrator Michel stated as previously discussed, staff is working on replacing the pour in place surfacing at the playground in City Hall Park. An inspection was completed and staff received three quotes to cover a variety of parts, fixtures, equipment and materials. Installation labor will be completed, where possible, in house. There will be some ancillary costs for some minor items such as concrete for setting fixtures, etc. This expense will be included and combined with the \$485,000 budgeted funds for the playground surface replacement and playground reserve.



Requests not to exceed \$30,000 in expenditure. Additionally, this Resolution will also serve as preauthorization to dispose of old equipment and materials in accordance with City policies and practices.

Moved by Alderman Johnson, seconded by Alderman Wilson to approve Resolution No. 405. All ayes, motion carried.

2. Resolution No. 406

A Resolution of the City of Dardenne Prairie, Missouri, Establishing the Salute to Service Program to Honor Members and Veterans of the United States Armed Forces

City Attorney read Resolution No. 406, by title only

City Administrator Michel stated this Resolution simply seeks to adopt the program as a formal program of the City. Staff have been meeting with the City Veteran Liaison to roll out this program, and the goal is to have two installations a year.

Moved by Alderman Johnson, seconded by Alderman Wilson to approve Resolution No. 406. All ayes, motion carried.

3. Bill No. 26 - 39

An Ordinance of the City of Dardenne Prairie, Missouri Establishing the AD Valorem Taxes For All Real & Tangible Personal Property Within the City of Dardenne Prairie For The Period of January 1, 2026, to December 31, 2026

Moved by Alderman Wilson, seconded by Alderman Detweiler for the first reading of Bill No. 26-39, by title only. All ayes, motion carried.

City Attorney read Bill No. 26-39 for the first time, by title only.

City Administrator Michel stated staff is requesting two readings and approval tonight as this information needs to be returned to the County by the end of the month.

Moved by Alderman Detweiler, seconded by Alderman Wilson for the second reading of Bill No. 26-39, by title only. All ayes, motion carried.

City Attorney read Bill No. 26-39 for the second time, by title only.

Motioned by Alderman Nay, seconded by Alderman Detweiler for the final passage of Bill No. 26-39.

Roll call vote:

Alderman Wilson, Aye
Alderman Waters, Aye
Alderman Nay, Aye
Alderman Johnson, Aye
Alderman Detweiler, Aye



The vote on the motion, 5 ayes and 0 nay, motion carried. Bill No. 26-39 becomes Ordinance No. 2432.

4. Bill No. 26 - 40

An Ordinance of the City Of Dardenne Prairie, Missouri Authorizing The City Administrator To Negotiate And Execute A Professional Services Contract By And Between The City And Amcon Municipal Concrete For The 2026 Concrete Street Slab, Sidewalk And Curb Replacement Program

Moved by Alderman Wilson, seconded by Alderman Johnson for the first reading of Bill No. 26-40, by title only. All ayes, motion carried.

City Attorney read Bill No. 26-40 for the first time, by title only.

City Administrator Michel stated the budget has almost \$1 million for this project and the bids have come in at \$408,000.00. Staff is requesting two readings and approval tonight so that the project can commence. The packet information indicates where the slab replacements will be.

Moved by Alderman Johnson, seconded by Alderman Wilson for the second reading of Bill No. 26-40, by title only. All ayes, motion carried.

City Attorney read Bill No. 26-40 for the second time, by title only.

Motioned by Alderman Johnson, seconded by Alderman Wilson for the final passage of Bill No. 26-40.

Roll call vote:

Alderman Deweiler, Aye
Alderman Johnson, Aye
Alderman Nay, Aye
Alderman Waters, Aye
Alderman Wilson, Aye

The vote on the motion, 5 ayes and 0 nay, motion carried. Bill No. 26-40 becomes Ordinance No. 2433.

5. Bill No. 26 – 41

An Ordinance of the City of Dardenne Prairie, Missouri, Authorizing the City Administrator to Accept the Proposal from SWT Design, Inc., for the Barathaven Park Master Plan, Engineering and Phase I Improvements and Matters Related Thereto

Moved by Alderman Johnson, seconded by Alderman Wilson for the first reading of Bill No. 26-41, by title only. All ayes, motion carried.

City Attorney read Bill No. 26-41 for the first time, by title only.

City Administrator Michel stated the intent is to get SWT to Prairie Days to get information out to the public. When the report went out to the Board, the pricing was not available, but that has since



been received and staff is working with SWT to confirm pricing with the scope of work. SWT is comfortable coming to Prairie Day with a first reading from the Board and that will give time to get finalized numbers in the contract documents before the next meeting for approval.

Moved by Alderman Wilson, seconded by Alderman Detweiler for the second reading of Bill No. 26-41, by title only. All ayes, motion carried.

City Attorney read Bill No. 26-41 for the second time, by title only.

Motioned by Alderman Johnson, seconded by Alderman Wilson for the final passage of Bill No. 26-41.

Roll call vote:

Alderman Johnson, Aye
Alderman Detweiler, Aye
Alderman Nay, Aye
Alderman Waters, Aye
Alderman Wilson, Aye

The vote on the motion, 5 ayes and 0 nay, motion carried. Bill No. 26-41 becomes Ordinance No. 2434.

6. Bill No. 26 – 42

An Ordinance of the City of Dardenne Prairie, Missouri, Approving a Conditional Use Permit for a Dog Grooming Salon Located at 1656 Bryan Road

Read at the beginning of New Business.

7. Bill No. 26 - 43

An Ordinance of the City of Dardenne Prairie, Missouri, Authorizing The City Administrator To Negotiate And Execute A Deposit Agreement Guaranteeing Land Disturbance Improvements With Cash By And Between The City And Bridgewater Communities, Guaranteeing The Construction, Installation, And Completion Of Certain Improvements Within The Villages At Dardenne Place, Phase 3

Moved by Alderman Nay, seconded by Alderman Wilson for the first reading of Bill No. 26-43, by title only. All ayes, motion carried.

City Attorney read Bill No. 26-43 for the first time, by title only.

City Administrator Michel stated this Land Disturbance is currently secured with cash and the applicant does plan to come back at a later date with a letter of credit from the bank and that will have additional action that will need to come before the Board.

Moved by Alderman Johnson, seconded by Alderman Wilson for the second reading of Bill No. 26-43, by title only. All ayes, motion carried.

City Attorney read Bill No. 26-43 for the second time, by title only.



Motioned by Alderman Johnson, seconded by Alderman Wilson for the final passage of Bill No. 26-43.

Roll call vote:

Alderman Nay, Aye
Alderman Detweiler, Aye
Alderman Johnson, Aye
Alderman Waters, Aye
Alderman Wilson, Aye

The vote on the motion, 5 ayes and 0 nay, motion carried. Bill No. 26-43 becomes Ordinance No. 2435.

8. Bill No. 26 – 44

An Ordinance of the City of Dardenne Prairie, Missouri, Authorizing The City Administrator To Negotiate And Execute A Deposit Agreement Guaranteeing Site Plan Improvements With Cash Escrow By And Between The City And Bridgewater Communities, Guaranteeing The Construction, Installation, And Completion Of Certain Improvements Within The Villages At Dardenne Place, Phase 3

Moved by Alderman Nay, seconded by Alderman Wilson for the first reading of Bill No. 26-44, by title only. All ayes, motion carried.

City Attorney read Bill No. 26-44 for the first time, by title only.

City Administrator Michel stated this Site Plan Improvement is currently secured with cash and the applicant does plan to come back at a later date with a letter of credit from the bank and that will have additional action that will need to come before the Board.

Moved by Alderman Johnson, seconded by Alderman Wilson for the second reading of Bill No. 26-44, by title only. All ayes, motion carried.

City Attorney read Bill No. 26-44 for the second time, by title only.

Motioned by Alderman Johnson, seconded by Alderman Wilson for the final passage of Bill No. 26-44.

Roll call vote:

Alderman Waters, Aye
Alderman Detweiler, Aye
Alderman Johnson, Aye
Alderman Nay, Aye
Alderman Wilson, Aye

The vote on the motion, 5 ayes and 0 nay, motion carried. Bill No. 26-44 becomes Ordinance No. 2436.



OLD BUSINESS

1. **Bill No. 26-37** (First reading on 09/02/26)

An Ordinance of the City of Dardenne Prairie, Missouri, Authorizing The City Administrator To Negotiate And Execute A Professional Services Contract By And Between The City And Oates Associates, Inc. For Engineering Services Related To The Bates Road Phase 1 Improvements - STBG-5407(622)

Moved by Alderman Johnson, seconded by Alderman Wilson for the second reading of Bill No. 26-37, by title only. All ayes, motion carried.

City Attorney read Bill No. 26-37 for the second time, by title only.

City Administrator Michel stated the takeaway from the last discussion is that the Board wanted me to do a little research on the cost associated with a simple mill and overlay out on Bates Road. The last two weeks, staff anticipates approximately \$750,000 for a mill and overlay. The grant award for the construction alone was \$836,000 with a total phase cost of \$1 million and the City's portion would be \$209,000.00. That construction contemplates more than just the road. City Administrator Michel stated he has reached out to Oates to confirm their understanding. The intent of the engineering contract is to provide options for the residents and the Board to consider and make an informed decision.

Alderman Wilson asked for a break down of the grant and why the City needs the funds.

City Administrator Michel stated this grant was applied for back in January 2025 and was one of three or four grant applications that came before the Board at one time. Most of our major thorough fairs have some sort of grant application underway. The main reason for the grants is to stretch the taxpayer dollars and do more with those dollars. For this one alone, as mentioned, a simple mill and overlay project would be approximately \$800,000 instead of \$200,000 with the grant project. Grants have allowed the City to work on several road projects at once instead of waiting several years in-between when funding permits. The award information came back in fall of 2025 and the Board had some heavy discussions about what to do specifically as it relates to Bates. RFQ's were released earlier this summer and received six responses and Oates was ultimately chosen as the best qualified and that is how we arrived to this engineering contract before the Board.

Alderman Nay stated he understands this contract to be planning and engineering only.

City Administrator Michel stated this is for engineering and provide options. Any deviation from the grant application will require additional funds from the City, a grant application amendment and possible loss of grant funding. But we don't know that until Oates begins their research and findings.

Alderman Wilson asked the Board members if this process was the same process as Stump Road, those that were seated Aldermen at the time.

Unanimous yes.

Alderman Nay asked when the public input process will be.



Oates representatives stated early, but the study and review process will need to begin first.

Alderman Nay asked if bicycle movements will be counted.

Oates representatives stated yes.

Alderman Johnson stated it isn't that bikes are there now but connectivity that this will provide for future cyclists once the road is completed and what the County is predicting.

Alderman Detweiler stated she wants Oates to understand that the Elected Officials have a choice, and the residents have a choice and that has not always been the case. That needs to change and residents don't want choices made for them that they don't want to use. Alderman Detweiler stated she wants it to be clear that this is being discussed and residents will have a choice and voice about what they want on Bates Road.

Motioned by Alderman Wilson, seconded by Alderman Johnson for the final passage of Bill No. 26-37.

Roll call vote:

Alderman Wilson, Aye
Alderman Detweiler, Aye
Alderman Johnson, Aye
Alderman Nay, Aye
Alderman Waters, Aye

The vote on the motion, 5 ayes and 0 nay, motion carried. Bill No. 26-37 becomes Ordinance No. 2437.

2. Bill No. 26-38 (First reading on 09/02/26)

An Ordinance of the City of Dardenne Prairie, Missouri, Amending Various Provisions Of Article II Of Chapter 110 Of The Municipal Code Of The City Of Dardenne Prairie, Missouri, And Providing For The Standard Practices Of Board Of Aldermen Meetings

Moved by Alderman Johnson, seconded by Alderman Wilson for the second reading of Bill No. 26-38, by title only. All ayes, motion carried.

City Attorney read Bill No. 26-38 for the second time, by title only.

Motioned by Alderman Wilson, seconded by Alderman Detweiler for the final passage of Bill No. 26-38.

Roll call vote:

Alderman Nay, Aye
Alderman Detweiler, Aye
Alderman Johnson, Aye
Alderman Waters, Aye
Alderman Wilson, Aye



The vote on the motion, 5 ayes and 0 nay, motion carried. Bill No. 26-38 becomes Ordinance No. 2438.

OFFICER & STAFF COMMUNICATIONS

1. City Attorney

No report.

2. City Engineer

No report.

3. City Administrator

City Administrator Michel stated the Governor signed a law regarding the Flock cameras, not that the City has any, but suspect there will be legislation coming forth regarding Flock cameras.

City Administrator Michel stated Prairie Days is scheduled for September 26. We have the Prairie Pet contest open as well and registration is on the City's website. Voting will take place on Prairie Day.

City Administrator Michel stated we have two Coffee with a Cop days scheduled for October 1, 2026, from 6:30 – 8:30 am at QT on Bryan Road and on October 5, 2026 from 10 am to noon at Target.

City Administrator Michel stated Bingo is scheduled for October 2, 2026 and doors open at 10:30 am, and registration is available on the website or contacting City Hall.

4. Aldermen

Alderman Johnson stated the MML conference was a good conference and well attendance. Impressed with the packet the City Administrator put together with the playground information. Alderman Johnson stated he has enjoyed speaking with the residents about Bates Road and stated we do need to get the study completed and look into what can be done and make a decision.

Alderman Waters stated he enjoyed the MML conference, this was his first conference and enjoyed meeting and speaking with other cities, large and small from around the entire state and speaking with what issues everyone is dealing with. AI was an interesting topic at the conference and not nearly as advanced as most think it is. Next year it will be in St. Louis at Union Station.

Alderman Detweiler thanked all those that attended to speak about Bates Road and enjoyed hearing from others regarding other issues from around the City.

5. Mayor

Mayor Widaman stated as a reminder that Prairie Day will be on September 26, 2026, and thanked everyone for coming out tonight and engaging, we are listening. Thanked the Officer for being present and keeping us safe.



CITY OF DARDENNE PRAIRIE
2032 HANLEY ROAD
DARDENNE PRAIRIE MO 63368

BOARD OF ALDERMEN
MEETING MINUTES
SEPTEMBER 16, 2026

ADJOURNMENT

Moved by Alderman Detweiler, seconded by Alderman Wilson to adjourn the meeting.

All ayes, motion carried.

Meeting adjourned at 8:03 pm.

Approved by the Board of Alderman on 10 07 26

Respectfully submitted:

Deborah Ryan, City Clerk

EXPENDITURES FOR APPROVAL
10/7/2026

1 Americom Technology Solutions	IT - October	2,407.82
2 America's Parking Remarking	Signs	31.00
3 Benjamin Kloos	Prosecuting Attorney: October & certified case	2,500.00
4 Bridge Tower Media	Public Hearing Notices	65.74
5 CDS Office Technologies	Copies	304.43
6 Charter Communications	Service to 10-7-26	239.83
7 Craig & Sons Concrete, Inc.	Performance Bond Release	500.00
8 Cuivre River Electric	Light on Weldon Spring	44.25
9 Cuivre River Electric	Henke/Feise Rd. Traffic Signals	81.00
10 Cuivre River Electric	Light at Georgetown Park	38.43
11 Cuivre River Electric	Lights at St. Williams Apts.	43.66
12 Cuivre River Electric	Hanley Rd. Traffic Signal	88.00
13 DJM Ecological Services, Inc.	Herbicide treatment and spot mow	15,456.00
14 First Bank	Credit Card Charges	6,434.79
15 First Capital Advisors	Lobbying services: October	1,500.00
16 Gerstner Electric	Pole relocation for cameras	1,542.20
17 Hamilton Weber	Legal fees - August	5,285.28
18 Insurance: Anthem	Health - October	19,082.18
19 Insurance: KC Life	Vision, Dental, Disability & Life: October	1,810.79
20 Just In Time Lawn Care, LLC	City Hall landscape bed maintenance	8,921.00
21 Kohrs Truck & Auto Repair, Inc.	2008 F350 truck repair	3,822.89
22 LAGERS	September, 2026	13,112.05
23 Mark Byrne	Municipal Judge: October	500.00
24 Mark Johnson	MML mileage reimbursement	217.50
25 MO Rural Services	Workers Compensation Insurance	4,420.00
26 MOCCFOA	Master Academy: Ryan	145.00
27 O'Fallon Community Foundation	2027 Municipal Showcase	500.00
28 Parks: 4 Quarters LLC	Prairie Day: hotdogs and hamburgers	186.07
29 Parks: Book N Bounce LLC	Prairie Day: bounce houses	666.36
30 Parks: JFP Equine, Inc.	Prairie Day: clydesdale	850.00
31 Parks: Newsmagazine Network	Prairie Day: full page ad	1,500.00
32 Parks: Pro Active Print Services	Prairie Day: banner, signs, postcards & postage	2,940.39
33 Parks: Sunbelt Rentals	Lighting for playgrounds - July & August	1,655.69
34 Parks: Various Umpires	Umpire pay to 09-16-26	1,340.00
35 Paychex	September time system fee	158.70
36 Payroll	09-25-26 Payroll	48,443.03
37 Pro Outdoor, Inc.	Irrigation system repair	870.27
38 PWSD #2	City Hall water to 08-20-26	85.20
39 Revize LLC	Website AI ChatBot	2,900.00
40 SafeBuilt	Plan reviews	4,362.22
41 Spire	Maintenance building service	300.00
42 St. Lukes Workplace Health	New employee screening	52.00
43 UMB Bank, NA	September, 2026 TDD Sales Tax Payment	25,076.34
44 Vogel Heating & Cooling	Unit diagnostic	327.00
		180,807.11

Approved by Board of Aldermen 10/07/26

Mayor Keith Widaman



September 28, 2026

VIA EMAIL

Keith Widaman
Mayor
City of Dardenne Prairie
2032 Hanley Road
Dardenne Prairie, MO 63368
mayorwidaman@dardenneprairie.org

Re: BaratHaven Community Improvement District (the "District")

Honorable Mayor Widaman:

Pursuant to the Community Improvement District Act, Sections 67.1401 to 67.1571 of the Revised Statutes of Missouri, as amended (the "CID Act"), the BaratHaven Community Improvement District (the "District") was formed by the passage of Ordinance No. 992 (the "Ordinance"), on February 15, 2006, by the City of Dardenne Prairie, Missouri (the "City").

The District respectfully requests the appointment of the following individuals to the District's board of directors be made by the Mayor and, at their next meeting, approved by the Board of Aldermen:

Robert M. "Mark" Rickerson, to a four-year term expiring on February 15, 2030.

If you have any questions, please call me at (314) 342-4155.

Kind regards,

Tari Rader
Paralegal

TRR:

cc: Debbie Ryan; Debbie.Ryan@dardenneprairie.org via email
Kyle Michel; Kyle.Michel@dardenneprairie.org via email
Robert D. Klahr; rklahr@atllp.com via email



Kyle Michel, MPA, ICMA-CM
City Administrator
City of Dardenne Prairie
2032 Hanley Road
Dardenne Prairie, MO 63368
(636)561-1718

Staff Report

Date: 10/2/2026

Subject: Partial Escrow Release – Land Disturbance Improvements

Courtyards at Barathaven
Project Number 972070

Mayor and Board of Aldermen:

Per the request of Reisch Sansone Communities Barathaven LLC, staff has inspected the improvements on April 23rd, 2026 with a reinspection on October 2nd, 2026, and recommends the release of the escrow (Deposit Agreement) established via Ordinance #2124 and held as a Construction Deposit for the subject project in the amount of \$36,773 by way of letter of credit. Land disturbance activities are completed and were inspected for completion previously by City Engineer Matt Davidson with reinspection by myself. Upon written request from the developer, staff recommends release of this construction deposit.

Respectfully,

Kyle Michel, MPA, ICMA-CM
City Administrator
636-561-1718
kyle.michel@dardenneprairie.org

RBA FORM

MEETING DATE: October 7, 2026
Regular (X) Work Session ()
ATTACHMENT: YES (X) NO ()
Contract () Ordinance () Other (X) –
Street Closure Application

Request for Board Action
By: Kyle Roettger

Description:

Approval of a temporary closure of Sanctuary Drive from 169 Sanctuary Drive to 177 Sanctuary Drive for the Quail Hollow HOA block party on October 25, 2026, from 3:00 p.m. to 6:00 p.m., including Public Works delivery and pickup of City-owned barricades.

Recommendation: Staff – Approve (X) Disapprove ()

Summary/Explanation:

Barbara Collier, on behalf of Quail Hollow HOA, has submitted the attached Temporary Street Closure / Block Party Application for a neighborhood chili cook-off and community gathering. The requested closure is limited to Sanctuary Drive between 169 and 177 Sanctuary Drive for the three-hour event on October 25, 2026.

The application states that access to three residential driveways will be affected and that the affected households were notified as of September 30, 2026. The applicant indicates that no intersections will be completely blocked and that emergency vehicle access will be maintained throughout the event. Reasonable access must also be provided for residents needing to enter or leave properties within the closure area.

The HOA requests four to six City-owned barricades, with delivery before the event and pickup afterward by the Public Works Department. Staff recommends authorizing this assistance, subject to barricade availability, with the final number, placement, and delivery and pickup schedule coordinated by Public Works and the applicant.

Staff recommends approval of the requested closure and barricade assistance subject to the conditions in the application. Emergency access and fire hydrants must remain unobstructed, and barricades must be placed as directed or approved by the City. The applicant is responsible for removing event materials and trash, reopening the roadway at the end of the approved closure period, and returning it to substantially its prior condition. Approval may be revoked if conditions become unsafe or the event violates the conditions of approval.

Budget Impact:

Public Works staff time and vehicle use will be required to deliver and retrieve existing City-owned barricades. A dollar estimate has not been established; any additional staffing cost will depend on the delivery and pickup schedule.

RBA requested by: Kyle Roettger – Public Works Supervisor

Date: 10-07-2026

CITY OF DARDENNE PRAIRIE, MISSOURI

TEMPORARY STREET CLOSURE / BLOCK PARTY APPLICATION

City Hall: 2032 Hanley Road, Dardenne Prairie, Missouri
63368

1. APPLICANT INFORMATION

Applicant Name:

Barbara Collier - Quail Hollow HOA

Address:

171 Sanctuary Dr DPMO 63368

City/State/ZIP:

Phone: 314-283-9059

Email:

labcjc@swbell.net

Are you a resident of the street proposed for closure?

☒ Yes ☐ No

2. EVENT INFORMATION

Event / Block Party Name:

Chili Cook-off

Event Date: 10/25/2020

Requested Closure Start Time:

3:00

☐ AM ☒

PM

Requested Closure End Time:

5:00

☐ AM ☒

PM

Estimated Attendance:

>100

Purpose / Description of Event:

Neighborhood Chili Cook-off/
Community gathering

3. STREET CLOSURE REQUEST

Street Requested for Closure:

169-177 Sanctuary Dr.
Beginning Point / Cross Street:

Sanctuary & Finch

Ending Point / Cross Street:

169 Sanctuary Dr.

Is the requested roadway a City-maintained public street?

☒ Yes ☐ No ☐ Unknown

Will any intersections be completely blocked?

☐ Yes ☒ No

If yes, describe:

Will access to any driveways be affected?

☒ Yes ☐ No

If yes, describe:

driveways for 3 residences will be affected but all families notified

4. EMERGENCY AND RESIDENT ACCESS

The applicant understands that the street closure must be maintained in a manner that allows reasonable access for police, fire, ambulance, and other emergency vehicles.

Will emergency vehicle access be maintained throughout the event?

☒ Yes

The applicant also agrees to make reasonable accommodations for residents who require access to or from property located within the closure area.

5. BARRICADES AND TRAFFIC CONTROL

Barricades or other traffic-control devices shall be placed as directed or approved by the City.

Barricades Requested from the City:

☒ Yes ☐ No

If yes:

Number Requested: 4-6

The applicant understands that:

☐ City-owned barricades remain property of the City of Dardenne Prairie.

☐ Barricades shall not be moved from approved locations except when necessary to provide emergency access.

☐ The applicant shall notify the City immediately if any City-

owned barricade is damaged, lost, or stolen.

☐ Approval of this application does not guarantee that the City will provide barricades. Availability shall be determined by the City.

6. NEIGHBORHOOD NOTIFICATION

The applicant agrees to make reasonable efforts to notify residents whose normal access may be affected by the proposed closure.

Approximate number of residences affected:

3

Date residents will be notified:

done via of 9/30/2024

7. APPLICANT RESPONSIBILITIES

By signing below, the applicant acknowledges and agrees that:

1. Approval applies only to the date, time, and location identified in this application.
2. The applicant shall comply with all conditions imposed by the City.
3. Emergency vehicle access shall be maintained at all times.
4. Fire hydrants shall remain unobstructed.
5. No permanent markings or alterations may be made to the roadway, curb, sidewalk, signs, or other City property.
6. All trash, equipment, tables, chairs, decorations, and other materials shall be removed immediately following the event.
7. The roadway shall be returned to substantially the same condition that existed before the event.
8. The applicant shall immediately report damage to City property.
9. Approval may be revoked if conditions become unsafe or if the event is conducted in violation of City ordinances or the conditions of approval.
10. The applicant understands that issuance of a temporary street closure approval does not relieve participants from compliance with other applicable City ordinances, state laws, or regulations.

8. APPLICANT CERTIFICATION

Applicant Signature:

Printed Name: _____

Date: _____

FOR CITY USE ONLY

Date Application Received: _____

City-Maintained Street Confirmed:

☐ Yes ☐ No

Public Works Review:

☐ Approved ☐ Approved with Conditions ☐ Not
Recommended

Comments:

Barricades Available:

☐ Yes ☐ No

Number Authorized: _____

Additional Traffic-Control Requirements:

Board of Aldermen / City Administrator

☐ APPROVED

☐ APPROVED WITH CONDITIONS

☐ DENIED

Conditions of Approval:

Authorized Closure Date: _____

Authorized Closure Hours: _____ to

Approved Closure Limits:

Authorized By: _____

Title: _____

Signature: _____ **Date:** _____

RBA FORM (OFFICE USE ONLY)

MEETING DATE: 10/07/2026

Regular (X) Work Session (X)

Contract () Ordinance () Other ()

ATTACHMENT: YES (x) NO ()

Ward 3

• Description:

Commercial and Residential Solar Panel Policy Guidelines

• Recommendation: Staff — Approve() Disapprove ()

• Summary/Explanation:

The City of Dardenne Prairie lacks a solar panel policy and therefore needs to adopt rules to provide decision-makers and citizens with clear guidelines for installing and using solar panels in residential and commercial areas.

Recent decisions made by the state legislature and courts, while meaningful, leave the use of this technology and its potential effect on property values subject to interpretation by citizens, HOAs, and municipalities.

The City of Lake Saint Louis has long-standing policies worth considering as a guideline for Dardenne Prairie should we decide to move forward. Their policies provide a reasonable foundation for DP to consider, but they lack the specifics needed to guide the use of this technology considering recent state legislative actions and court rulings. I am attaching the City of Lake Saint Louis guidelines for review.

• Budget Impact: (revenue generated, estimated cost, CIP item, etc.)

There would be no budget impact unless requiring a vote by the residents, which I don't think it does.

RBA requested by: Bob Waters and Mark Johnson Date: 09/29/2026

DocuSigned by:
Bob Waters
E72B0FC8ECE47B...

Signed by:
Mark Johnson
C3C1A839DB49442...

Chapter 420. Use Regulations

Article IV. Accessory Uses And Structures

Section 420.150. Additional Standards For Specific Accessory Uses And Structures.

M. Solar Energy Systems.

1. General Requirements.

- a.** A building permit is required prior to the installation of any solar energy system unless otherwise exempted by the Building Official.
- b.** The owner of a solar energy system shall ensure that the installation, inspection, maintenance, repair and replacement of the solar energy system and all its components are in accordance with all applicable municipal codes, NFPA 70 and the requirements of any other State or Federal agency of competent jurisdiction.
- c.** All wiring associated with a solar energy system shall be routed underground or contained within a raceway that complements the building materials of the principal structure.
- d.** Solar energy collectors shall be located in the least visible location from perspectives outside the property lines where panels would be reasonably, though not necessarily optimally, functional.
- e.** Solar energy collectors shall be documented by the manufacturer as being nonreflective pursuant to recognized engineering standards showing reflectivity of less than thirty percent (30%) or shall be placed such that concentrated sunlight or glare shall not be directed onto nearby properties or streets.
- f.** Building-integrated solar energy systems shall be allowed regardless of visibility, provided that the building-integrated system meets all required setback, height and land use requirements for the district in which the building is located.
- g.** Solar energy system design shall be performed by a qualified solar installer or by an electrical engineer licensed by the State of Missouri. All solar energy system installations shall be performed by or supervised by the system designer.

2. Ground-Mounted Solar Energy Systems.

- a.** Ground-mounted solar energy systems shall only be located in the rear and side yards of a property.
- b.** In residential zoning districts, ground-mounted solar energy systems and supporting structures may not exceed a total height of five (5) feet as measured from the average grade at the base of the supporting structure to the highest edge of the system and shall be installed such that the ground underneath can be properly maintained.
- c.**

In nonresidential zoning districts, ground-mounted solar energy systems and supporting structures may not exceed a total height of twenty (20) feet as measured from the average grade at the base of the supporting structure to the highest edge of the system.

- d. The area below ground-mounted solar energy systems shall have decorative mulch or rock that has a retaining border capable of retaining the mulch or rock within the intended area.
 - e. Ground-mounted solar energy systems shall be substantially screened from public view (including adjacent properties and public rights-of-way) by walls, plantings, or other architectural features or a combination thereof; provided, however, that the screening shall not be required to be so dense, so tall, or so located as to render the equipment essentially nonfunctional.
- 3. Building-Mounted Solar Energy Systems.
 - a. Building-mounted solar energy systems shall be:
 - (1) Installed in the plane of the roof (flush-mounted); or
 - (2) Made part of the roof design (capping or framing compatible with the color of the roof or structure).
 - b. Where solar energy equipment is installed on roofs, the roof shall be constructed to support the loads imposed by such modules.
 - c. When located on a sloped roof, solar energy collectors shall be located on a rear- or side-facing roof, as viewed from a fronting street. In cases of corner lots or lots with more than one (1) street frontage, the side of the roof fronting a street shall be considered a front-facing roof.
 - d. Solar energy systems shall not project vertically above the peak of a sloped roof to which it is attached.
 - e. When located on a sloped roof, solar energy collectors shall be positioned in a symmetrical fashion and centered on the plane of the roof on which they are located.
 - f. Solar energy collectors installed on a flat roof must be screened by the use of a parapet or other architectural feature to screen the view from the street or from ground level on adjoining properties.
 - g. All exterior electrical or plumbing lines must be painted in a color scheme that matches as closely as possible the color of the structure and the materials adjacent to the lines when visible from the street.
 - h. Building-mounted solar energy systems on an accessory building may be located on any roof that is not facing the principal structure frontage.



Kyle Michel, MPA, ICMA-CM
City Administrator
City of Dardenne Prairie
2032 Hanley Road
Dardenne Prairie, MO 63368
(636)561-1718

Staff Report

TO: Board of Aldermen

DATE: 7 October 2026

SUBJECT: ICD SRO Program

Executive Summary:

This staff report is provided in connection with a proposed Resolution authorizing payment to Immaculate Conception Dardenne School (ICD) in support of costs associated with its School Resource Officer (SRO) program provided through the St. Charles County Police Department (SCCPD).

Overview:

As part of the FY2026 budget, the City designated funds to support the assignment of an SRO at ICD. The proposed Resolution authorizes the release of those budgeted funds to ICD for costs incurred pursuant to its agreement with SCCPD.

It is important to note that the City is not currently a party to the agreement between ICD and SCCPD. As such, the FY2026 appropriation and payment should be treated as a one-time allocation and should not be construed as an ongoing financial commitment by the City.

If ICD seeks continued City financial support for the SRO program in future fiscal years, ICD should submit a written request to the City as part of the City's annual budget process. Any future funding should be evaluated based upon the City's available resources, competing budget priorities, and the terms of the SRO program in effect at that time.

Additionally, if City financial participation is continued, staff recommends that the City seek to become a party to, or otherwise enter into an appropriate agreement concerning, the SRO program. Such an agreement would clearly establish the City's financial obligation, the amount and timing of payments, the respective responsibilities of the participating parties, and other applicable terms of the City's participation.

Staff's preference would be for any future City contribution to be paid directly to SCCPD/St. Charles County rather than reimbursed or paid through ICD. The existing agreement between ICD and SCCPD does not currently provide for this arrangement. Therefore, the proposed Resolution authorizes

payment directly to ICD, with ICD remaining responsible for payment to SCCPD pursuant to its existing agreement.

Financial Impacts:

The FY2026 budget includes \$21,564 for the purpose of supporting the SRO program at ICD. This amount represents a one-time allocation for the current fiscal year and does not constitute a commitment to provide funding in subsequent fiscal years.

Any future allocation should be considered based upon:

1. A written request for financial support from ICD;
2. Evaluation of available City resources, budget constraints, and competing priorities; and
3. An amended or separate agreement clearly defining the City's participation, financial obligations, and responsibilities associated with the SRO program.

Staff Recommendation:

Staff recommends approval of the proposed Resolution authorizing payment of \$21,564 to Immaculate Conception Dardenne School as appropriated in the FY2026 budget for support of the School Resource Officer program.

Respectfully,

A handwritten signature in blue ink, appearing to read "Kyle Michel".

Kyle Michel, MPA, ICMA-CM
City Administrator
636-561-1718
kyle.michel@dardenneprairie.org

RESOLUTION NO. 407

A RESOLUTION OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING FUNDING TO IMMACULATE CONCEPTION DARDENNE SCHOOL IN SUPPORT OF A SCHOOL RESOURCE OFFICER PROGRAM AGREEMENT BETWEEN IMMACULATE CONCEPTION DARDENNE SCHOOL AND ST. CHARLES COUNTY POLICE DEPARTMENT

WHEREAS, the City of Dardenne Prairie, Missouri (the “City”), recognizes the importance of maintaining a safe and secure educational environment for students, faculty, staff, and visitors; and

WHEREAS, Immaculate Conception Dardenne (ICD) established a School Resource Officer (“SRO”) program agreement with the St. Charles County Police Department (SCCPD) to provide law enforcement services and support to the school; and

WHEREAS, the City has agreed to share the costs associated with the SRO position, with the City responsible for \$21, 564.00 of the applicable costs and ICD responsible for remaining costs of their agreement with SCCPD, and

WHEREAS, the Board of Aldermen finds that an agreement with ICD for an SRO is in the best interests of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. The Board of Aldermen hereby authorizes the funding in the amount of \$21,564.00 for the assignment of a School Resource Officer and ICD and the costs associated therewith.

SECTION 2. The appropriate City staff are hereby authorized and directed to take all actions necessary and appropriate to carry out the intent and purpose of this Resolution.

SECTION 3. This Resolution shall be in full force and effect immediately upon its adoption.

Approved this 7th day of October 2026.

Mayor

Attest:

City Clerk



Kyle Michel, MPA, ICMA-CM
City Administrator
City of Dardenne Prairie
2032 Hanley Road
Dardenne Prairie, MO 63368
(636)561-1718

Staff Report

TO: Board of Aldermen

DATE: 7 October 2026

SUBJECT: City Hall Playground Resurfacing

Executive Summary

This staff report is provided in connection with a proposed Resolution authorizing the City Administrator to complete the bid review process, negotiate final terms, and execute the necessary contract for replacement of the fall protection surfacing at City Hall Park.

Overview

As previously discussed and approved by the Board of Aldermen, the City has engaged Planning Design Studio to assist with replacement of the playground surfacing at City Hall Park. Pricing for the surfacing replacement was solicited through available cooperative purchasing agreements, with two bids received.

The bids are currently being reviewed for completeness, accuracy, warranty coverage, and available alternatives. Alternatives under consideration include the use of synthetic turf in place of poured-in-place surfacing, as well as the incorporation of bonding additives intended to extend the useful life and durability of the poured-in-place surfacing.

The proposed Resolution would authorize the City Administrator to complete the bid evaluation and execute a contract for the playground surfacing replacement in an amount not to exceed \$375,000. The current highest bid, including available alternatives, is approximately \$373,000. As such, the proposed not-to-exceed amount provides sufficient authority to fully evaluate the bids and available alternatives and select the combination that provides the City with the best overall value, durability, and warranty protection.

Financial Impacts

As previously reported, the FY2026 Budget includes a total of \$485,000 for this project between Account 500.12.06, Playground Resurfacing, and Account 500.12.07, Playground Reserve.

The Board previously authorized an amount not to exceed \$30,000 for playground equipment associated with this project, leaving approximately \$455,000 available within the existing project budget.

Authorization of a surfacing contract in an amount not to exceed \$375,000 would leave approximately \$80,000 within the existing budget. This remaining funding provides an appropriate contingency for potential change orders, incidental costs associated with installation of the new playground equipment, site cleanup and restoration, and other work that may be necessary to fully complete the project.

No additional appropriation is anticipated as part of this authorization.

Staff Recommendation

Staff recommends approval of the proposed Resolution authorizing the City Administrator to complete the bid evaluation, negotiate final terms, and execute the necessary contract for replacement of the City Hall Park playground surfacing in an amount not to exceed \$375,000.

Respectfully,



Kyle Michel, MPA, ICMA-CM
City Administrator
636-561-1718
kyle.michel@dardenneprairie.org

RESOLUTION NO. 408

A RESOLUTION OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, ACCEPTING A BID FOR RESURFACING THE CITY HALL PLAYGROUND

WHEREAS, the City of Dardenne Prairie, Missouri (the "City"), desires to resurface the playground located at City Hall in order to maintain a safe, functional, and accessible recreational facility for the community; and

WHEREAS, the City solicited bids for the City Hall Playground Resurfacing Project in accordance with applicable City policies and procedures in an amount not to exceed \$375,000.00; and

WHEREAS, the City received and reviewed the bids submitted for the project; and

WHEREAS, the Board of Aldermen finds that acceptance of said bid is in the best interest of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. Bid Acceptance. This resolution authorizes the acceptance of the lowest and best responsive bid for the resurfacing of the City Hall Playground, in an amount not to exceed Three Hundred Seventy-Five Thousand Dollars (\$375,000.00), subject to compliance with all applicable bid specifications, terms, conditions and City requirements.

SECTION 2. Authorization to Execute Agreement. The City Administrator is hereby authorized and directed to execute, on behalf of the City, any contract, agreement, purchase order, or other documents necessary to effectuate the City Hall Playground Resurfacing Project, subject to review and approval by the City Attorney as to form.

SECTION 3. Notice to Proceed. Upon execution of the required contract or agreement and satisfaction of all applicable conditions, the City Administrator is authorized to issue a Notice to Proceed to the successful bidder and to administer the project on behalf of the City.

SECTION 4. Funding. Payment for the project shall be made from funds lawfully appropriated and budgeted for the City Hall Playground Resurfacing Project.

SECTION 3. This Resolution shall be in full force and effect immediately upon its adoption.

Approved this 7th day of October 2026.

Mayor

Attest:

City Clerk



Kyle Michel, MPA, ICMA-CM
City Administrator
City of Dardenne Prairie
2032 Hanley Road
Dardenne Prairie, MO 63368
(636)561-1718

Staff Report

TO: Board of Aldermen

DATE: 7 October 2026

SUBJECT: Extension Request Cedar Stone PUD

Executive Summary:

This staff report is provided in connection with a request to extend the Area Plan approval for the 13.18-acre C-3 Retail Commercial District Planned Unit Development approved by Ordinance No. 2353.

Overview:

Ordinance No. 2353 approved an Area Plan for approximately 13.18 acres of property zoned C-3 Retail Commercial District Planned Unit Development on March 5, 2025.

Section 405.280(A)(4) of the City Code provides that approval of a PUD Area Plan expires one year after the date of approval unless a Final Plan has been approved by the Planning and Zoning Commission. A Final Plan for the commercial property was not approved within this one-year period, resulting in expiration of the Area Plan on March 5, 2026.

Section 405.350 of the City Code allows the Board of Aldermen, upon written request of the applicant, to grant a one-year extension from the initial expiration date. The applicant has submitted a request for this extension.

Approval of the requested extension would allow the Area Plan to remain effective through March 5, 2027, providing additional time for a Final Plan for the commercial property to be submitted and approved in accordance with the City Code. The extension does not modify the previously approved Area Plan or otherwise change the applicable development requirements.

Financial Impacts:

There are no direct financial impacts to the City associated with approval of the requested extension.

Staff Recommendation:

Staff recommends approval of the requested one-year extension of the Area Plan, establishing March 5, 2027, as the deadline for approval of a Final Plan.

Next steps for the developer would then be to submit a Final Plan for review and consideration by the Planning & Zoning Commission and the Board of Aldermen.

Respectfully,

A handwritten signature in blue ink, appearing to read "Kyle Michel".

Kyle Michel, MPA, ICMA-CM
City Administrator
636-561-1718
kyle.michel@dardenneprairie.org

RESOLUTION NO. 409

A RESOLUTION OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, GRANTING A ONE-YEAR EXTENSION OF THE APPROVED PUD AREA PLAN FOR PROPERTY LOCATED AT 2450 TECHNOLOGY DRIVE, PURSUANT TO SECTION 405.350 OF THE CITY CODE

WHEREAS, the City of Dardenne Prairie, Missouri (the “City”), previously approved a Planned Unit Development (“PUD”) Area Plan for property located at 2450 Technology Drive, consisting of approximately 13.18 acres designated for commercial/multifamily development (the “Property”), by Ordinance No. 2353; and

WHEREAS, pursuant to Section 405.350 of the City Code, an approved PUD Area Plan is subject to the time limitations and extension provisions established therein; and

WHEREAS, the deadline for approval of a Final Plan for the Property was March 5, 2026; and

WHEREAS, the applicant has requested a one-year extension of the approved PUD Area Plan to allow additional time for completion and approval of the Final Plan for the Property; and

WHEREAS, the City has determined that granting the requested one-year extension is appropriate and consistent with the provisions of Section 405.350 of the City Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. The approved PUD Area Plan established by Ordinance No. 2353 for the approximately 13.18-acre commercial/multifamily portion of the property located at 2450 Technology Drive is hereby granted a one-year extension pursuant to Section 405.350 of the City Code.

SECTION 2. The deadline for approval of a Final Plan for the Property is hereby extended from March 5, 2026, to March 5, 2027.

SECTION 3. Except as expressly modified by this Resolution, all terms, conditions, requirements, and provisions of Ordinance No. 2353 and the approved PUD Area Plan shall remain in full force and effect.

SECTION 4. This Resolution shall take effect and be in full force and effect immediately upon its adoption.

Approved this 7th day of October 2026.

Mayor

Attest:

City Clerk



SANDBERGPHOENIX

Madison L. Silvey
Attorney

701 Market Street, Suite 600
St. Louis, MO 63101-1826
Tel: 314.446.4281
Fax: 314.241.7604
msilvey@sandbergphoenix.com
www.sandbergphoenix.com

September 30, 2026

Board of Aldermen
City of Dardenne Prairie
2032 Hanley Road,
Dardenne Prairie, MO 63368

RE: Request for One-Year Extension of Approved PUD Area Plan Under Section 405.350 of the City Code; 2450 Technology Drive (13.18-Acre Commercial/Multifamily Portion); Ordinance No. 2353

Dear Board of Aldermen:

On behalf of Dardenne Tech, LLC (“**Applicant**”), and pursuant to Section 405.350 of the City Code of the City of Dardenne Prairie, Missouri, I write to request a one-year extension of the approved Planned Unit Development (“**PUD**”) Area Plan for the 13.18-acre commercial/multifamily portion of the development located at 2450 Technology Drive, Dardenne Prairie, Missouri (the “**Property**”).

The Area Plan for the 13.18-acre commercial/multifamily portion of the Property was approved by the Board of Aldermen on March 5, 2025, under Ordinance No. 2353. This commercial/multifamily Area Plan is separate and distinct from the residential Final Plan previously approved under Ordinance No. 2296.

Under Section 405.280(A)(4) of the City Code, an approved PUD Area Plan expires one year after its approval unless a Final Plan for the subject property has been approved by the Planning and Zoning Commission within that period. This is a fixed approval deadline: expiration turns solely on whether a Final Plan has been approved within the one-year window, and diligent pursuit of engineering, design, or construction activity does not toll, extend, or otherwise affect that threshold. Because a Final Plan for the commercial/multifamily portion of the Property was not approved by March 5, 2026, the Area Plan approved under Ordinance No. 2353 has expired.

The City Code provides a remedy for this under Section 405.350. The Board of Aldermen may, upon written request from the applicant, grant a one-year extension measured from the initial expiration date. Granting the requested extension would move the deadline for approval of a Final Plan for the 13.18-acre commercial/multifamily portion of the Property from March 5, 2026, to March 5, 2027. This letter constitutes the Applicant’s written request for that extension.

The Applicant has elected to develop the multifamily component of the Property first, with the commercial component to follow, and neither component has yet commenced construction. That decision reflected a considered business judgment to allow the local multifamily leasing market to stabilize, confirming achievable rents, comparable projects, and anticipated return, and to account for prevailing

construction costs and interest rates before committing to construction. The Applicant's inability to reach the Final Plan stage for the commercial/multifamily portion within the initial one-year period also resulted largely from circumstances outside its control. The Area Plan approval process itself spanned nearly two years, as the application was submitted in May 2023 but not approved until March 5, 2025. That timeline was further extended by approximately eighteen months by two City-initiated efforts: (i) a City-commissioned study of the adjacent town square area, which concluded that the Property should be developed as a combination of single-family, multifamily, and commercial uses; and (ii) a City steering committee of residents, officials, developers, and business leaders, whose findings the Applicant was asked to await. As a result, the Applicant lost the opportunity to be among the first multifamily communities in this growing market, including the chance to precede a competing 300-unit, four-story subsidized development.

Market conditions have now matured to the point that the Applicant can reliably underwrite the project. With sale prices and the leasing market stable, the Applicant is prepared to move forward and requires only the requested extension to complete the Final Plan process for the previously approved Area Plan. The extension is necessary because, absent it, the Applicant would be required to restart the entitlement process and resubmit the Area Plan under the updated regulations now governing multifamily development, notwithstanding the nearly two years the City and the Applicant already invested in reviewing and approving the current plan. That result would impose substantial additional cost and delay on the Applicant, consume further City staff and Commission resources on a plan the City has already vetted, and risk altering a development concept the City itself helped shape through its town square study and steering committee. The Applicant remains committed to the development contemplated by the approved Area Plan and will proceed in good faith with the engineering, design, and regulatory steps necessary to bring a Final Plan to the Planning and Zoning Commission. Granting the extension will allow the project to advance under the original Area Plan approval and will preserve the original plan and intent as previously reviewed and approved by the City, without requiring resubmittal under the updated regulations governing multifamily development.

For these reasons, the Applicant respectfully requests that the Board of Aldermen grant a one-year extension of the Area Plan approved under Ordinance No. 2353, pursuant to Section 405.350 of the City Code, extending the deadline for Final Plan approval to March 5, 2027. The Applicant appreciates the Board's consideration and is available to provide any additional information the Board may require.

Thank you for your time and attention to this matter. We look forward to the Board's favorable consideration.

Very truly yours,

SANDBERG PHOENIX & VON GONTARD P.C.



Madison L. Silvey

MLS:

ORDINANCE NO. 2353

**AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI,
APPROVING THE REZONING OF APPROXIMATELY 13.18 ACRES OF
LAND FROM ND, NEW DEVELOPMENT DISTRICT TO C-3, RETAIL
COMMERCIAL DISTRICT, PLANNED UNIT DEVELOPMENT (P.U.D.);
AND APPROVING AN AREA PLAN FOR THE SAME**

WHEREAS, on May 2, 2023, an application was submitted by Volz, Incorporated (“Applicant”), to the City of Dardenne Prairie, Missouri (the “City”), for the rezoning of approximately 13.18 acres of real property more particularly described in Exhibit A, attached hereto and incorporated by reference herein (the “Property”), and owned by Dardenne Tech, LLC (the “Owner”), from ND, New Development District, to C-3, Retail Commercial District, Planned Unit Development (P.U.D.), pursuant to the Municipal Code of the City of Dardenne Prairie, Missouri; and

WHEREAS, the Applicant also submitted a P.U.D. Request – Area Plan for the approval of an Area Plan for the Property; and

WHEREAS, the Planning and Zoning Commission of the City (the “Planning and Zoning Commission”), considered the proposed rezoning and Area Plan and recommended approval of said rezoning and Area Plan; and

WHEREAS, the Board of Aldermen of the City and the Planning and Zoning Commission held Public Hearings on the proposed rezoning request and Area Plan; and

WHEREAS, at such Public Hearings all persons-in-interest and other citizens were given an opportunity to be heard on the proposed rezoning request and Area Plan.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. Zoning Amendment. That after proper notice in accordance with the ordinances of this City and applicable laws of the State of Missouri, a public hearing was held with regard to the rezoning of a certain 13.18 acres area of real property described more particularly on Exhibit A, attached hereto and incorporated by reference herein, first before the Planning and Zoning Commission and then the Board of Aldermen of the City of Dardenne Prairie, Missouri, and approval is hereby granted to rezone such 13.18 acre area of real property from ND, New Development District, to C-3, Retail Commercial, Planned Unit Development (P.U.D.), pursuant to the Municipal Code of the City of Dardenne Prairie, Missouri, subject to the Applicant and Owner’s (or their respective successors in interest) compliance with all conditions herein as well as those reflected on the Area Plan approved in Section 2 of this Ordinance.

SECTION 2. Area Plan. That upon review, first before the Planning and Zoning Commission and then the Board of Aldermen of the City of Dardenne Prairie, Missouri, the Board of Aldermen does hereby approve the Area Plan for the Property submitted by Applicant and prepared by Volz, Incorporated, stamped and sealed by a professional engineer on June 6, 2023, and referencing Project # 22742, which plan is on file in the Office of the City Clerk and incorporated by reference herein (the “Area Plan”), subject to the Applicant’s and the Owner’s (and their respective successors in interest) compliance with all of the conditions herein as well as those reflected on the approved Area Plan.

SECTION 3. Area Plan Conditions of Issuance. The approval of the Area Plan pursuant to Section 2 of this Ordinance is expressly conditioned upon the following:

1. The Applicant and the Owner, having to the best of its knowledge, provided City with all information required by the appropriate sections of the Zoning Ordinance pertaining to a C-3 Retail Commercial, Planned Unit Development (P.U.D.) and agrees that any information inadvertently omitted will be provided upon request, as soon as it may reasonably be obtained; and
2. The Applicant and the Owner (and their respective successors in interest) agree that all improvements shall be constructed to meet all applicable state and local codes and shall comply with all of the City’s applicable Ordinances and street construction standards.

SECTION 4. Authorized Uses. Consistent with Section 405.195(D), uses permitted on any property with a C-3 Retail Commercial District, Planned Unit Development (P.U.D.) designation shall be limited to those uses expressly authorized in this Ordinance, and any use not expressly permitted herein shall be prohibited. In approving the area plan, Section 405.195(D) authorizes the Board of Aldermen to permit, or permit with conditions, any uses described in Section 405.180(B)-(C), Section 405.190(B)-(C), and Section 405.195(B)-(C). The following uses are hereby permitted on the Property, subject to their compliance with the Area Plan:

1. Multiple Family Residential Dwellings subject to the provisions of Section 405.175(D)-(K);
2. Retail Store, (in connection with which there shall be no slaughtering of animals or poultry, no commercial fish cleaning or processing on the premises), including antique, art, book, candy, camera, cigar, clothing, department, dress, drug, dry goods, furniture, gift, glass, hardware, jewelry, leather, liquor, luggage, music, notions, novelty, pastry, pet, pottery, radio, sporting goods, stationery and toy shops;
3. Drive-Through Facilities (restaurants, pharmacy, grocery, etc.);
4. Convenience store (with fuel sales);
5. Business Office;

6. Bank or Financial Institution;
7. General Service and Repair Establishments, including dyeing or cleaning works or laundry, plumbing and heating, printing, painting, upholstering and repairing;
8. Health Service Providers; Health Care Providers; Health and Wellness Services; Medical Services; Medical Offices; Clinics and Laboratories; and Hospitals on not less than five (5) acres;
9. Educational Facility;
10. Restaurants, coffee shops, bakeries, and similar dining establishments without drive-through windows, including a restaurant bar, as defined in Section 600.010;
11. Personal Service Uses, including barbershop, beauty parlor, photographic or art studio, messenger, taxicab, reducing salon, newspaper or telegraphic branch station, laundry or dry cleaning, pet grooming, launderette or self-service laundry and uses of a similar character;
12. Grocery stores and supermarkets;
13. Hobby Stores;
14. Microbreweries within restaurants and do-it-yourself beer- and wine-making stores;
15. Theater, not including drive-in theater;
16. Ice cream and frozen desserts, retail; and
17. Alcoholic beverages (liquor, beer and wine), retail.

SECTION 5. Amend Zoning Map. That, pursuant to the Municipal Code of the City of Dardenne Prairie, Missouri, the City Engineer is hereby directed to amend the Official Zoning Map of the City consistent with this Ordinance.

SECTION 6. Savings: Except as expressly set forth herein, nothing contained in this Ordinance shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in manner connected with the subject matter hereof.

SECTION 7. Severability Clause: If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable

provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer valid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

SECTION 8. Effective Date: This Ordinance shall be in full force and take effect from and after the date of its final passage and approval.

Read the first (1st) time this 21st day of June, 2023.

John W. Botwin
As Presiding Officer and as Mayor

Attest:

Kim Clark
City Clerk

Read the second (2nd) time, passed and approved this 5th day of March, 2025.

John W. Botwin
As Presiding Officer and as Mayor

Attest:

Kim Clark
City Clerk

Exhibit A

RESIDENTIAL TRACT

A TRACT OF LAND BEING PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 11, TOWNSHIP 46 NORTH – RANGE 2 EAST, ST. CHARLES COUNTY, MISSOURI AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE NORTH LINE OF SAID SOUTHEAST QUARTER OF SECTION 11 WITH THE WEST LINE OF POST ROAD, 30 FEET WIDE, AS RECORDED IN ROAD PLAT BOOK 1 PAGE 9 OF THE ST. CHARLES COUNTY RECORDS; THENCE SOUTHWARDLY ALONG SAID WEST LINE THE FOLLOWING COURSES AND DISTANCES: SOUTH 03 DEGREES 07 MINUTES 35 SECONDS EAST 461.52 FEET, SOUTH 0 DEGREES 59 MINUTES 24 SECONDS EAST 379.86 FEET, SOUTH 00 DEGREES 22 MINUTES 55 SECONDS EAST 297.22 FEET AND SOUTH 00 DEGREES 57 MINUTES 28 SECONDS WEST 78.00 FEET TO A POINT; THENCE LEAVING SAID WEST LINE NORTH 89 DEGREES 02 MINUTES 32 SECONDS WEST 161.47 FEET TO A POINT; THENCE NORTH 62 DEGREES 20 MINUTES 33 SECONDS WEST 140.77 FEET TO A POINT; THENCE NORTH 36 DEGREES 13 MINUTES 40 SECONDS WEST 546.71 FEET TO A POINT; THENCE ALONG A CURVE TO THE LEFT WHOSE RADIUS POINT BEARS SOUTH 53 DEGREES 46 MINUTES 20 SECONDS WEST 1,850.00 FEET FROM THE LAST MENTIONED POINT, A DISTANCE OF 216.94 FEET TO A POINT; THENCE NORTH 42 DEGREES 02 MINUTES 59 SECONDS WEST 59.72 FEET TO A POINT; THENCE NORTH 35 DEGREES 17 MINUTES 05 SECONDS WEST 66.81 FEET AND NORTH 27 DEGREES 11 MINUTES 26 SECONDS WEST 256.2 FEET TO A POINT; THENCE NORTH 01 DEGREES 48 MINUTES 13 SECONDS EAST 116.38 FEET TO A POINT; NORTH 44 DEGREES 28 MINUTES 26 SECONDS EAST 151.34 FEET; TO THE NORTH LINE OF SAID SOUTHEAST QUARTER OF SECTION 11; THENCE EASTWARDLY ALONG SAID NORTH LINE, SOUTH 89 DEGREES 11 MINUTES 02 SECONDS EAST 801.04 FEET TO THE POINT OF BEGINNING AND CONTAINING 18.24 ACRES ACCORDING TO CALCULATIONS BY VOLZ INC. DURING APRIL 2018.

COMMERCIAL TRACT

A TRACT OF LAND BEING PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 11, TOWNSHIP 46 NORTH – RANGE 2 EAST, ST. CHARLES COUNTY, MISSOURI AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE WEST LINE OF POST ROAD, 30 FEET WIDE, AS RECORDED IN ROAD PLAT BOOK 1 PAGE 9 OF THE ST. CHARLES COUNTY RECORDS, WITH THE SOUTH LINE OF PROPERTY DESCRIBED IN DEED TO MELVIN HEMSATH AND WIFE, AS RECORDED IN BOOK 1275 PAGE 923 OF THE ST. CHARLES COUNTY RECORDS; THENCE WESTWARDLY ALONG SAID SOUTH LINE NORTH 88 DEGREES 32 MINUTES 15 SECONDS WEST 599.61 FEET TO THE NORTHEAST LINE MISSOURI INTERSTATE HIGHWAY 64; THENCE NORTHWESTWARDLY ALONG SAID NORTHEAST LINE OF MISSOURI INTERSTATE HIGHWAY 64 THE FOLLOWING COURSES AND DISTANCES: NORTH 36 DEGREES 13 MINUTES 40 SECONDS WEST 1259.42 FEET, NORTH 53 DEGREES 46 MINUTES 20 SECONDS EAST 35.00 FEET, NORTH 36 DEGREES 13 MINUTES 40 SECONDS WEST 20.00 FEET AND SOUTH 53 DEGREES 46 MINUTES 20 SECONDS WEST 8.70 FEET TO THE SOUTHEAST LINE OF PROPERTY DESCRIBED AS PARCEL #2 IN DEED TO BRYANT D. HIMMELSBACH AND WIFE AS RECORDED IN BOOK 1301 PAGE 482 OF THE ST. CHARLES COUNTY RECORDS; THENCE NORTHEASTWARDLY ALONG SAID SOUTHEAST LINE NORTH 25 DEGREES 50 MINUTES 30 SECONDS EAST 309.94 FEET TO THE NORTH LINE OF SAID SOUTHEAST QUARTER OF SECTION 11; THENCE EASTWARDLY ALONG SAID NORTH LINE, SOUTH 89 DEGREES 11 MINUTES 02 SECONDS EAST 367.72 FEET TO A POINT; THENCE SOUTH 44 DEGREES 28 MINUTES 26 SECONDS EAST 151.34 FEET TO A POINT; THENCE SOUTH 01 DEGREES 48 MINUTES 13 SECONDS WEST 116.38 FEET TO A POINT; THENCE SOUTH 27 DEGREES 11 MINUTES 26 SECONDS EAST 256.2 FEET TO A POINT; THENCE SOUTH 38 DEGREES 17 MINUTES 05 SECONDS EAST 66.81 FEET TO A POINT; THENCE SOUTH 42 DEGREES 02 MINUTES 59 SECONDS EAST 59.72 FEET TO A POINT; THENCE ALONG A CURVE TO THE RIGHT WHOSE RADIUS POINT BEARS SOUTH 47 DEGREES 03 MINUTES 12 SECONDS WEST 1850.00 FEET FROM THE LAST MENTIONED POINT, A DISTANCE OF 216.94 FEET TO A POINT; THENCE SOUTH 36 DEGREES 13 MINUTES 40 SECONDS EAST 546.71 FEET TO A POINT; THENCE SOUTH 62 DEGREES 20 MINUTES 33 SECONDS EAST 140.77 FEET TO A POINT; THENCE SOUTH 89 DEGREES 02 MINUTES 32 SECONDS EAST 161.47 FEET TO THE AFOREMENTIONED WEST LINE OF POST ROAD, 30 FEET WIDE; THENCE SOUTHWARDLY ALONG SAID WEST LINE SOUTH 0 DEGREES 57 MINUTES 28 SECONDS WEST 109.40 FEET TO THE POINT OF BEGINNING AND CONTAINING 13.18 ACRES ACCORDING TO CALCULATIONS BY VOLZ INC DURING APRIL 2018.

RBA FORM

MEETING DATE: October 7, 2026
Regular (X) Work Session ()
ATTACHMENT: YES (X) NO ()
Contract () Ordinance () Other (X) –
Policy and Request Form

Request for Board Action
By: Kyle Roettger

Description:

Approval of the Street Creep and Driveway Relief Cut Policy and accompanying Driveway Apron Relief Strip Request Form to establish a consistent process for evaluating resident requests and providing limited relief cuts where movement of City-maintained street pavement is contributing to pressure at a driveway approach.

Recommendation: Staff – Approve (X) Disapprove ()

Summary/Explanation:

The City does not currently have definitive language in its code addressing street creep. Public Works has prepared the attached policy to establish how staff will evaluate these concerns and determine when a City-funded relief cut is appropriate. Street creep is the gradual movement of concrete street pavement that may place pressure against a driveway approach or other adjacent improvement.

Under the proposed policy, staff will inspect reported locations. Relief cuts will be considered only along streets publicly maintained by the City, where observable pavement movement is present, the work is technically appropriate, and it will not adversely affect public improvements or utilities. The City Engineer, Public Works Department, or another authorized City representative will determine the location, dimensions, and method of an approved relief cut.

The City may perform, or arrange for, an approved relief cut at City expense to reduce pavement pressure. The policy limits the City's responsibility to that work and states that performing a relief cut does not constitute an admission of liability. Property owners remain responsible for maintenance and repair of private improvements, existing damage, and additional work beyond the approved relief cut.

The accompanying request form provides a standard method for homeowners to request evaluation and document their acknowledgment of the proposed work. Staff recommends approval of the attached policy and request form. The policy will become effective upon Board approval and remain in effect until amended or repealed by the City.

Budget Impact:

Approved relief cuts will result in City labor, equipment, material, and/or contractor costs. No total cost estimate or dedicated funding amount has been established. Costs will depend on the number of eligible requests and the work required at each location; funding needs will be evaluated as requests are approved.

RBA requested by: Kyle Roettger – Public Works Supervisor

Date: 10-07-2026

RESOLUTION NO. 410

A RESOLUTION OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, ESTABLISHING A POLICY AND PROCEDURE FOR THE EVALUATION AND ADDRESSING RESIDENT REQUESTS CONCERNING STREET CREEP, LONGITUDINAL PAVEMENT MOVEMENT, AND RELATED PAVEMENT CONDITIONS ADJACENT TO RESIDENTIAL DRIVEWAYS.

WHEREAS, the City of Dardenne Prairie, Missouri (the “City”), is responsible for the maintenance and preservation of public streets and associated public infrastructure within the City; and

WHEREAS, the City periodically receives requests and complaints from residents concerning street creep, longitudinal pavement movement, pavement displacement, cracking, buckling, or related pavement conditions occurring adjacent to or near residential driveways; and

WHEREAS, pavement movement may result from a variety of factors, including, but not limited to, normal pavement expansion and contraction, temperature fluctuations, traffic loading, subgrade conditions, drainage, soil movement, pavement age and deterioration, driveway construction or configuration, or other site-specific conditions; and

WHEREAS, the City desires to establish a consistent and reasonable process for receiving, documenting, evaluating, and responding to resident requests concerning such conditions; and

WHEREAS, establishing such a policy will promote consistency, transparency, and the efficient use of City resources in responding to residents’ concerns regarding pavement movement and related conditions.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. The Board of Aldermen hereby establishes policy to address resident requests concerning street creep, longitudinal pavement movement or related pavement conditions adjacent to residential driveways.

SECTION 2. The Street Creep Policy shall be administered in accordance with the policy set forth in Exhibit A, attached hereto and incorporated herein by reference.

SECTION 3. The City Administration and its designated representatives are hereby authorized to administer and implement the policy consistent with this Resolution and Exhibit A.

SECTION 4. This Resolution shall be in full force and effect immediately upon its passage and approval.

Read and adopted this 7th day of OCTOBER 2026.

Mayor

ATTEST:

City Clerk



STREET CREEP AND DRIVEWAY RELIEF CUT POLICY

Policy No.: _____
Effective Date: _____
Approved By: Board of Aldermen
Adopted By: Resolution No. _____

I. PURPOSE

The purpose of this policy is to establish a consistent process for evaluating and addressing requests involving apparent street creep or longitudinal pavement movement adjacent to residential driveways.

For purposes of this policy, street creep means the gradual longitudinal movement of concrete street pavement that may place pressure against a driveway approach, sidewalk, curb, or other adjacent improvement.

II. POLICY

When a property owner reports suspected street creep, City staff shall inspect the location to determine whether movement of the public street pavement appears to be contributing to compression or displacement at the driveway approach.

If the City determines that street pavement movement is occurring and a relief cut is an appropriate preventive measure, the City may perform, or cause to be performed, a relief cut at City expense.

The location, width, depth, and method of the relief cut shall be determined by the City Engineer, Public Works Department, or other authorized City representative.

III. CITY RESPONSIBILITY

The City's responsibility under this policy shall be limited to performing an approved relief cut intended to reduce or relieve pressure associated with movement of the public street pavement.

Performance of a relief cut shall not constitute an admission of liability for damage to a driveway, sidewalk, garage floor, foundation, landscaping, mailbox, or other private improvement.

The City shall not be responsible for:

- Existing cracks, settlement, deterioration, or construction deficiencies;
- Damage caused by private driveway or sidewalk movement;
- Repair or replacement of private driveway slabs;
- Cosmetic restoration beyond the work necessary to complete the relief cut; or
- Future movement or damage that may occur after a relief cut is performed.

IV. PROPERTY OWNER RESPONSIBILITY

The property owner shall remain responsible for maintenance and repair of private driveway improvements and other privately owned improvements.

Where additional repair is desired beyond the City-approved relief cut, the property owner shall be responsible for the cost of such work.

The property owner shall make requests for street creep evaluation and relief cut determination using forms provided by the City.

V. ELIGIBILITY

Relief cuts will be considered only where City staff determines that:

1. The adjoining street is publicly maintained by the City;
2. Observable pavement movement is present;
3. The proposed relief cut is technically appropriate; and
4. Performing the work will not adversely affect the street, curb, drainage system, sidewalk, utilities, or other public improvements.

XI. CONTACT INFORMATION

Questions regarding this policy may be directed to:

Kyle Roettger, Public Works Supervisor

kyle.roettger@dardenneprairie.gov

XII. EFFECTIVE DATE

This policy shall become effective upon approval by the Board of Aldermen and shall remain in effect until amended or repealed by the City.



Driveway Apron Relief Strip Request Form

2032 Hanley Road

Dardenne Prairie, MO. 63368

Kyle.Roettger@dardenneprairie.gov

The thermal expansion and contraction of concrete pavements can cause street movement, otherwise known as “street creep”. Cured concrete expands and contracts due to temperature changes throughout the year. Areas such as at the end of “T” intersections and cul-de-sacs, and on the outside of a curve are especially susceptible to experiencing pavement movement. For more about the City’s Driveway Policy and street movement, see attached “Street Creep and Driveway Relief Cut Policy”.

Although residential driveways are private property, and maintenance and repair of the driveway is the sole responsibility of the homeowner, as a courtesy to Dardenne Prairie residents, the City offers limited repair service to those with possible compression where their driveway apron meets the street. The service entails:

1. Making a saw cut across the driveway approximately 3” to 6” from the back of the existing curb line.
2. Removal of the existing concrete.
3. Re-fill of the gap with fiber expansion joint.

This creates a 3- to 6- inch flexible gap between the street and driveway that helps absorb pavement movement and reduce pressure on the driveway.

Property Owner(s) Name(s): _____

Address: _____ Phone: _____

In and for the consideration of the City of Dardenne Prairie, Missouri, installing an expansion joint to my/our driveway in satisfaction of a claim by me/us that the condition of the abutting street is causing pressure on the driveway, and for which the City disclaims liability, I/we, the undersigned homeowner(s), agree(s) to release and hold harmless the City of Dardenne Prairie, its employees, agents, and officers from any and all liability that may occur during installation of expansion joint and in the future as a result of the installation of the expansion joint, even if as a result of the City’s own negligence.

Property Owner Signature/Date

Property Owner Signature/Date

RBA FORM (OFFICE USE ONLY)

MEETING DATE:

Regular (☒) Work Session ()

ATTACHMENT: YES (☒) NO ()

Contract () Ordinance () Other (☒)

Request for Board Action

By: Kyle Roettger

- **Description:**

Authorize the purchase of two used International TerraStar municipal dump/plow trucks from the City of St. Peters for \$10,000 each. Both trucks include a dump body, 9-foot Boss snowplow, Henderson 4-cubic-yard drag-chain salt spreader, and Force America hydraulic system. The total purchase price is \$20,000.

- **Recommendation:** Staff - Approve (X) Disapprove ()

- **Summary/Explanation:**

The City of St. Peters is retiring the two trucks through its fleet replacement process and is holding both units for Dardenne Prairie. Unit 422 is a 2015 International TerraStar with approximately 49,000 miles. Unit 737 is a 2016 International TerraStar with approximately 67,000 miles.

St. Peters Fleet Maintenance reports that both trucks currently run and operate as intended and were recently driven without operational concerns. Tire condition was reported at approximately 60 to 90 percent, with both trucks described as having like-new tires.

Public Works reviewed the available work-order histories. The records document routine preventive maintenance and repairs to the engines, transmissions, brakes, tires, hydraulics, plows, and spreaders. St. Peters also advises that the transmission cooler lines and fuel tanks on both trucks have been replaced, with stainless-steel fuel tanks installed. New batteries were recently installed on the unit that did not start during the City's initial visit; the truck then started and operated normally.

The trucks will support snow and ice response and year-round Public Works operations, including material hauling, street maintenance, stormwater work, and park projects. Because the vehicles are approximately ten years old and have prior winter-service use, the purchase will remain subject to final staff inspection and confirmation that both units and their snow equipment remain operational at delivery.

- **Budget Impact: \$20,000 total (\$10,000 per truck)**

RBA requested by: Kyle Roettger Date: 10-07-26

Supporting Information

The proposed acquisition is a direct municipal-to-municipal purchase of two operational, fully equipped Public Works trucks. The equipment is being sold as used property and will show wear consistent with prior dump-truck and snow-removal service.

Vehicle Summary

Item	Unit 422	Unit 737
Model	2015 International TerraStar	2016 International TerraStar
VIN	1HTJSSKK7FH719767	1HTJSSKK1GH749204
Mileage	Approximately 49,000	Approximately 67,000
Purchase price	\$10,000	\$10,000
Snowplow	9-foot Boss	9-foot Boss
Salt spreader	Henderson 4-cubic-yard drag-chain	Henderson 4-cubic-yard drag-chain
Hydraulics	Force America	Force America
Reported status	Runs and operates as intended	Runs and operates as intended

Maintenance and Condition Review

St. Peters supplied the available work-order history for both units. Staff's review found documented preventive maintenance and repairs consistent with municipal winter-service equipment. Notable recent and major work includes:

- Unit 422 - transmission return, supply, and upper hardlines replaced with transmission fluid service; brake, tire, plow-bracket, hydraulic, and routine engine/filter work documented.
- Unit 737 - EGR and transmission service; fuel-pump repair; replacement fuel tank and straps; brake, tire, hydraulic, plow, spreader, and routine engine/filter work documented.
- Both units - St. Peters reports replacement transmission cooler lines and stainless-steel fuel tanks, tires in good condition, and current operation as intended.

Action Requested

Approve the purchase of Unit 422 and Unit 737 from the City of St. Peters for a combined amount of \$20,000 and authorize the City Administrator to execute the documents necessary to complete the purchase, subject to final staff inspection and confirmation of operational condition at delivery.

Supporting records: City of St. Peters work-order histories for Units 422 and 737; vehicle photographs supplied by St. Peters.

Market Price Comparison

Reference	Year and model	Configuration	Price indicator
Proposed City purchase	2015 and 2016 International TerraStar	49,000 and 67,000 miles; dump body, Boss plow, Henderson spreader	\$10,000 each
Current retail listing	2015 International TerraStar	36,000 miles; dump body, 10-foot Boss plow, Smith spreader; noted body and 4WD items	\$32,500 asking price
Current municipal auction	2015 Ford F-550	46,000 miles; stainless dump body, 9-foot 6-inch plow, spreader	\$34,100 current bid as of 9-23-26; auction ongoing
City replacement benchmark	New 2027 Ford F-550	City budgetary quote for dump truck with plow and spreader package	\$115,531 per truck

Three to Five Year Cost Outlook

The St. Peters records show approximately \$26,991 in recorded lifetime maintenance activity for Unit 737 and \$25,443 for Unit 422. This equates to roughly \$2,450 per truck-year under St. Peters' internal parts and labor accounting. Because both trucks are now approximately ten years old, staff should plan above that historical average.

Cost item	Planning amount	Assumption
Preventive service	\$600-\$1,000 per truck annually	Oil, filters, inspections, fluids, lubrication, and normal service items
Tires	\$1,600-\$2,500 per full set	Tires are currently reported in good condition; allow one full set per truck within five years
Cutting edge and plow wear	\$400-\$800 per truck per event	Allow one or two replacement events within five years, depending on winter use
Brakes and batteries	\$1,450-\$3,200 per truck	Five-year allowance for one significant brake service and one battery-set replacement
Hydraulic, spreader, and electrical	\$750-\$1,500 per truck annually	Hoses, fittings, lights, controls, bearings, chains, and minor equipment repairs
Unplanned repair reserve	\$2,500-\$5,000 per truck	Five-year reserve for an emissions, fuel-system, transmission-line, or similar age-related repair
Planning horizon	Maintenance reserve for both trucks	Total City investment including purchase
Three years	\$18,000-\$24,000	\$38,000-\$44,000
Five years	\$30,000-\$40,000	\$50,000-\$60,000

Future outlook and impact: Staff anticipates approximately \$6,000-\$8,000 annually for both trucks combined. At the high end of the five-year projection, the City would have approximately \$60,000 invested in both trucks, compared with approximately \$231,062 to acquire two new fully equipped trucks at the City's current budgetary estimate. This is not inclusive of insurance and fuel.

Vehicle Photographs



International TerraStar municipal dump truck with 9-foot Boss snowplow



Henderson 4-cubic-yard drag-chain salt spreader and dump-body installation

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AND AGREEMENT FOR PURCHASE OF TWO USED INTERNATIONAL TERRASTAR MUNICIPAL DUMP/PLOW TRUCKS AND ASSOCIATED EQUIPMENT FROM THE CITY OF ST. PETERS, MISSOURI, FOR A TOTAL PURCHASE PRICE NOT TO EXCEED TWENTY THOUSAND DOLLARS (\$20,000.00).

WHEREAS, the City of Dardenne Prairie, Missouri (the "City"), desires to acquire additional equipment for use in municipal operations, including snow and ice removal, road maintenance, and other public works activities; and

WHEREAS, the City of St. Peters, Missouri, has offered for sale to the City two (2) used International TerraStar municipal dump/plow trucks, including associated equipment; and

WHEREAS, each truck is equipped with a dump body, nine-foot (9') BOSS snowplow, Henderson four (4) cubic yard drag chain salt spreader, and Force America hydraulic system; and

WHEREAS, the City has determined that the purchase of the two (2) trucks and associated equipment is in the best interests of the City and will provide equipment necessary to support the City's municipal operations; and

WHEREAS, the total purchase price for the two (2) International TerraStar municipal dump/plow trucks and associated equipment is Twenty Thousand Dollars (\$20,000.00), or Ten Thousand Dollars (\$10,000.00) per truck; and

WHEREAS, the Board of Aldermen desires to authorize the purchase of said equipment from the City of St. Peters, Missouri, subject to the terms and conditions agreed upon by the parties.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. Authorization of Purchase.

Authorizing the City Administrator to execute a purchase agreement with the City of St. Peters, Missouri, for the purchase of two (2) used International TerraStar municipal dump/plow trucks, together with the equipment associated with each truck, for a total purchase price not to exceed Twenty Thousand Dollars (\$20,000.00), with a purchase price of Ten Thousand Dollars (\$10,000.00) per truck.

SECTION 2. Savings Clause: Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

SECTION 3. Severability Clause: If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or

unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

SECTION 4. This Ordinance shall take effect upon its passage and approval according to law.

Mayor

Attest:

City Clerk

Approved this 7th day of October, 2026.

Mayor

Attest:

City Clerk

EXHIBIT A

RBA FORM (OFFICE USE ONLY)

MEETING DATE: October 7th, 2026

Regular (☒) Work Session (☐)

ATTACHMENT: YES (☒) NO (☐)

Contract (☐) Ordinance (☐) Other (☐)

Request for Board Action

By: Rose Maresca

Ward Citywide

• **Description: Access Control Replacement**

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

Summary/Explanation: Access Control Replacement Project

Current State

The City's existing punch-code door locks have become outdated and no longer provide the level of security, accountability, and administrative control appropriate for City facilities. The current system relies on shared or manually maintained access codes, which can be difficult to manage as employees, contractors, and authorized users change over time. Punch codes may also be shared or retained by former users, requiring codes to be periodically changed and redistributed to maintain security.

Staff recommends replacing the existing punch-code locks with a modern electronic access control system utilizing Bluetooth-enabled mobile credentials and physical access badges. The proposed solution will allow the City to assign individual credentials to authorized users, providing greater control over who may access specific doors and facilities.

Additional benefits of the proposed system include:

- Improved facility security by eliminating shared punch codes.
- Individual Bluetooth and badge credentials for authorized users.
- Immediate activation or revocation of access as staffing and operational needs change.
- Electronic access history for increased accountability and security review.
- Reduced administrative burden associated with changing and redistributing punch codes.
- Easier management of temporary access for contractors, vendors, or other authorized individuals.
- A more scalable platform that can support future expansion to additional City doors or facilities.

The City has completed the Request for Proposal (RFP) process, and the vendor, Essential Technology Solutions, submitted the lowest-cost cloud-based solution that met all project requirements.

Project Cost:

- Project Value (Equipment, Software, Installation, and 10-Year Service): \$42,767.53

Recommendation

Staff recommends approval of the Access control project to modernize the City's security infrastructure, improve reliability, provide centralized cloud-based management, and ensure long-term manufacturer support.

-
- **Budget Impact:** (revenue generated, estimated cost, CIP item, etc.)

The FY2026 Budget includes \$30,000 for access control improvements. Staff requests a budget adjustment for an additional \$12,767.53

RBA requested by: _____ CA: _____

**AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI,
AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH
ESSENTIAL NETWORK TECHNOLOGIES, FOR ACCESS CONTROL
REPLACEMENT PROJECT**

WHEREAS, the City of Dardenne Prairie solicited proposals for the update of security access control through a competitive Request for Proposal process; and

WHEREAS, the proposals were evaluated based upon qualifications, technical capabilities, cost, and overall value to the City; and

WHEREAS, the Board of Aldermen finds that the proposal submitted by Essential Technology Solutions is the proposal most advantageous to the City, price and other factors considered; and

WHEREAS, timely award of the contract will permit the City to execute an orderly transition from the current punch-code locks to a modern electronic access control system utilizing Bluetooth-enabled mobile credentials and physical access badges;

WHEREAS, the proposed project will allow the City to assign individual credentials to authorized users, providing greater control over who may access specific doors and facilities; and

WHEREAS, the total value of the project is Forty-two thousand, seven hundred and sixty-seven dollars and fifty-three cents (\$42,767.53), this is for equipment, software, installation and ten (10-year) year service.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. That the proposal submitted by **Essential Technology Solutions**, attached hereto as **Exhibit A**, is hereby accepted as the proposal most advantageous to the City for the replacement of the City's security access control.

SECTION 2. That the City Administrator is hereby authorized to make expenditures pursuant to the Agreement and any related financing documents in an amount not to exceed Forty-two thousand, seven hundred and sixty-seven dollars and fifty-three cents (\$42,767.53), subject to approval by the Board of Aldermen.

SECTION 3. Savings Clause: Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

SECTION 4. Severability Clause: If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

SECTION 5. This Ordinance shall take effect upon its passage and approval according to law.

Mayor

Attest:

City Clerk

Approved this 7th day of October, 2026.

Mayor

Attest:

City Clerk



Essential
NETWORK TECHNOLOGIES

Main: 636-477-6301

Email:
tgarnier@essentialnetworktech.com

Web: www.essentialnetworktech.com

Verkada Hardware

Qty	Product Details	Price	Ext. Price
12	AD34-HW AD34 Multi-format Card Reader AD34 Multi-format Card Reader	\$253.02	\$3,036.24
12	LIC-AC-10Y-CAP 10-Year Door License, Capacity Increase 10-Year Door License, Capacity Increase	\$1,449.28	\$17,391.36
1	AC62-HW AC62 16 Door Controller Verkada AC62 16 Door Controller	\$4,349.28	\$4,349.28
1	ACC-BAT-18AH 4AH Backup Battery Verkada 18AH Backup Battery for AC62	\$476.96	\$476.96
1	Shipping Shipping Shipping	\$197.89	\$197.89
Subtotal:			\$25,451.73

Labor and Installation

Description	Price	Qty	Ext. Price
S6PLB-CE-BU Cat6 Plenum Blue (Ortronics) Cat6 Plenum Blue (Panduit)	\$0.35	50	\$17.50
184STR-UPL-B-WH 184STR-UPL-B-WH 18/4 Speaker Cable/Control Cable, 184STR-UPL-B-WH 18/4 Speaker Cable/Control Cable, 4 Conductor, 18 AWG, Unshielded, Plenum, 1000 Feet, White	\$0.36	2000	\$720.00
226STR-SPL-B-WH 22/6 Speaker Cable/Control Cable, 6 Conductor, 22 A 2/6 Speaker Cable/Control Cable, 6 Conductor, 22 AWG, Shielded, Plenum	\$0.32	2000	\$640.00
HE-94630LBM HES 9400-12/24D-630-LBM 9400 Series Slim-Line, Outdoor Rated Surface Mounted Electric Strike with Latchbolt Monitor, Satin Stainless Steel	\$503.45	5	\$2,517.25
HE-800010403 8000 COMPLETE - 801/801A FP 8000 COMPLETE - 801/801A FP	\$173.51	5	\$867.55



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Labor and Installation

Description		Price	Qty	Ext. Price
AC-600S	#600LB MAGLOCK Maglock - 600 lb.	\$200.32	2	\$400.64
AC-AM3315	Alarm Controls AM3315 Armature Spacer for 600 Series and 1200 Series	\$39.65	2	\$79.30
TS-2	Alarm Controls TS-2 Request to Exit Station, 2" Green Square Push Button, Single Gang, 430 Stainless Steel	\$58.98	2	\$117.96
RJ45-EN	RJ45	\$0.29	2	\$0.58
BCH21	Cooper B-Line BCH21 J-Hook, 1-5/16 Inch	\$5.29	30	\$158.70
OL-10BR3X	BEA 10BR3-X Programmable 3-Relay Logic Module BEA 10BR3-X Programmable 3-Relay Logic Module	\$143.16	2	\$286.32
Wiring	Dual AC Line Drops Wiring Labor	\$300.00	12	\$3,600.00
Wiring	Single Cat 6 Cable Drops Wiring Labor	\$250.00	1	\$250.00
Labor (ENT)	Installation & Configuration Installation & Configuration	\$7,660.00	1	\$7,660.00
Subtotal:				\$17,315.80



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Verkada Access Control

Quote Information:

Quote #: ENTQ006390

Version: 6

Delivery Date: 09/08/2026

Expiration Date: 12/31/2026

Prepared for:

City of Dardenne Prairie

2032 Hanley Rd

Dardenne Prairie, MO 63368

Rose Maresca

(314) 495-1367

ITManager@dardenneprairie.gov

Prepared by:

Essential Network Technologies

Tommy Garnier

636-477-6317

Fax 636-477-6302

tgarnier@essentialnetworktech.com

Quote Summary

Description	Amount
Verkada Hardware	\$25,451.73
Labor and Installation	\$17,315.80
Total:	\$42,767.53

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

LIMITED WARRANTY: ENT warrants it will provide its services in a professional manner by qualified personnel in accordance with this proposal and that the performance by ENT of the services described in this proposal shall be in compliance with all applicable laws, rules and regulations. No representations or warranties as to the use, functionality, operation, or security of the customer's networks are made by ENT other than as expressly stated herein. THE FOREGOING WARRANTIES ARE EXCLUSIVE AND ARE MADE IN LIEU OF ALL OTHER WARRANTIES, EITHER EXPRESS AND IMPLIED, WHICH ARE HEREBY DISCLAIMED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF NON-INFRINGEMENT, TITLE, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND ANY WARRANTIES ARISING OUT OF A USE IN TRADE OR COURSE OF DEALING OR PERFORMANCE. ENT DOES NOT WARRANT: (i) THAT ACCESS TO OR USE OF ALL OR ANY PART OF ENT'S SERVICES OR THE CUSTOMER'S INFORMATION TECHNOLOGY ENVIRONMENT WILL BE CONTINUOUS, ERROR-FREE OR UNINTERRUPTED, (ii) THAT PATCHES OR WORKAROUND WILL BE PROVIDED, (iii) THAT THE RESULTS OF ENT'S ANALYSIS OF THE CUSTOMER'S INFORMATION TECHNOLOGY ENVIRONMENT WILL BE COMPLETE OR ERROR-FREE, (iv) THAT ERRORS WILL BE CORRECTED IN SERVICE UPDATES OR THAT ANY SERVICE WILL DETECT EVERY POSSIBLE VULNERABILITY, DEFICIENCY, AND/OR DEFECT IN THE CUSTOMER'S SYSTEMS, (v) THAT THE CUSTOMER'S SYSTEMS WILL OPERATE WITHOUT ERROR AFTER TESTING, OR (iii) THAT ENT'S SERVICES WILL MEET ALL OF THE CUSTOMER'S REQUIREMENTS OR NEEDS.

The warranties set forth above do not apply if non-compliance is caused by or has resulted from: (i) use of ENT's services for any purpose other than that set forth and authorized in this proposal, (ii) misuse of ENT's services, (iii) any malfunction of the customer's information technology environment, including, but not limited to, software, hardware, computers, computer-related equipment, networks, and network connections, (iv) any modification to the customer's information technology environment after performance of ENT's services hereunder, or (v) an event of force majeure.

By accepting this proposal, the customer acknowledges and agrees that the customer is solely responsible for the application, operation and management of its information technology environment, including but not limited to: (a) purchasing, licensing, maintaining, and adequately securing hardware and software; (b) enacting and following appropriate operating and security procedures; (c) enacting and following appropriate protective measures to safeguard the customer's information technology environment; (d) enacting and following adequate backup contingency plans; and (e) employing qualified personnel to obtain the desired results with respect to the customer's information technology environment. ENT is not responsible for any security breaches or other security incidents with respect to the customer's information technology environment, whether caused by the customer not following appropriate operating procedures and/or security and protective measures or otherwise.

EXCLUSIVE REMEDY: If ENT's services provided under this proposal do not materially comply with the requirements stated in the Limited Warranty Section above, the customer's sole remedy will be to receive a refund of the fees paid for the non-conforming services, even if such remedy fails of its essential purpose. BY ACCEPTING THIS PROPOSAL, THE CUSTOMER AGREES THAT ENT IS NOT RESPONSIBLE FOR ANY LOSS OF DATA, COST OF PROCUREMENT OF SUBSTITUTE GOODS, OR ANY SPECIAL, INDIRECT, INCIDENTAL, EXEMPLARY, PUNITIVE, OR CONSEQUENTIAL DAMAGES ARISING OUT OF THE PERFORMANCE OF ENT'S SERVICES UNDER THIS PROPOSAL, EVEN IF ENT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND THE CUSTOMER HEREBY WAIVES AND RELEASES ANY RIGHTS OR CLAIMS AND AGREES TO HOLD ENT HARMLESS FROM AND AGAINST ANY SUCH DAMAGES OR LOSSES. THIS LIMITATION APPLIES TO ALL CAUSES OF ACTION, WHETHER BASED IN CONTRACT, TORT (INCLUDING NEGLIGENCE OR STRICT LIABILITY), STATUTE OR OTHERWISE. REGARDLESS OF THE FORM OF THE CLAIM, ENT'S TOTAL LIABILITY TO THE CUSTOMER SHALL BE LIMITED TO THE AMOUNT OF FEES THE CUSTOMER HAS



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PAID TO ENT FOR SERVICES PURSUANT TO THIS PROPOSAL.
Hardware, licensing, and shipping will be invoiced upon delivery to ENT's warehouse.

Essential Network Technologies

City of Dardenne Prairie

Signature: _____

Name: Tommy Garnier

Title: _____

Date: 09/08/2026

Signature: _____

Name: Rose Maresca

Date: _____



Kyle Michel, MPA, ICMA-CM
City Administrator
City of Dardenne Prairie
2032 Hanley Road
Dardenne Prairie, MO 63368
(636)561-1718

Staff Report

TO: Board of Aldermen

DATE: 9-10-2026

SUBJECT: Conditional Use Permit – The Velvet Paw

Summary:

A request for a Conditional Use Permit has been submitted by Robert Johnson and Kristy Distefano for a proposed business, The Velvet Paw, an appointment-based dog grooming salon.

The proposed location for the business is an existing commercial space at 1656 Bryan Road. The property is currently zoned C-2, General Commercial.

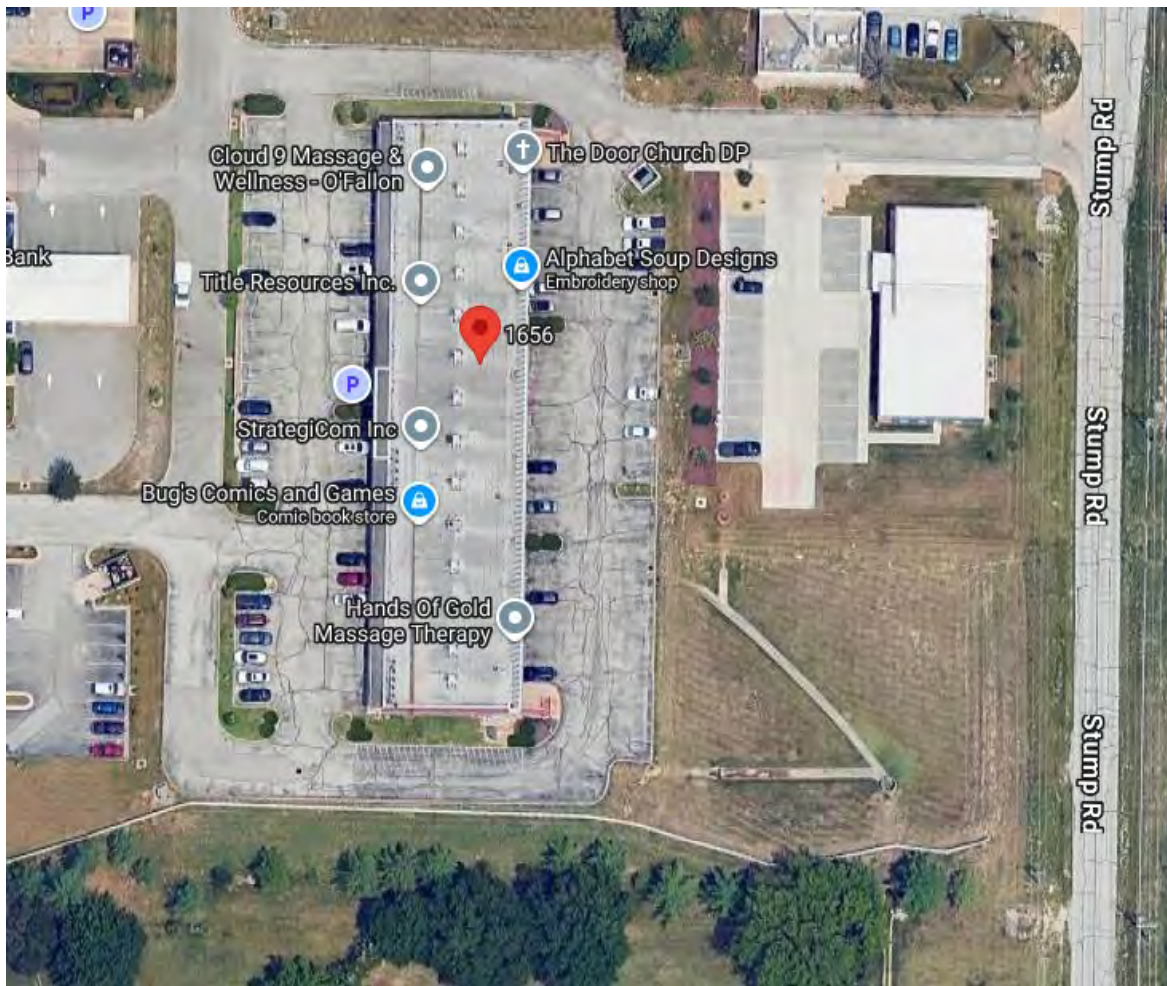
Under this request, the applicant is asking for a Conditional Use Permit pursuant to Section 405.190 - C (24) that would allow for any permissive or conditional use in the "C-1" District to be permitted under the Conditional Use Permit.

As it relates to the C-1 Local Commercial District, a pet grooming facility is anticipated as a conditional use under Section 405.180 - C (10)

The property in which this unit is situated currently contains other businesses operating under a conditional use permit, permissible under a conditional use permit, or otherwise requiring additional considerations by the Planning & Zoning Commission and the Board of Aldermen. Several of which would be permissible under a similar request, any permissive or conditional use in the "C-1" District. Specifically, the property in question houses:

- Massage parlors
- Hair salons (conditional use under C-1)
- Medical offices (conditional use under C-1)

Exhibit A: Property Location



Application Review:

The application for a Conditional Use Permit has been reviewed and found to be complete. The City has received all required fees and supporting documentation. Additionally, a hearing notice was published as required by law.

During review by the Planning & Zoning Commission, a question was raised regarding the requirement for a site plan to be included with the CUP application. Said requirement can be waived by the zoning administrator. I have waived this requirement as the proposed location for this business is an existing commercial building. A building permit site plan may be required based upon proposed efforts to remodel the interior of the building. However, this has no bearing on the CUP application and is not applicable until a building permit is applied for.

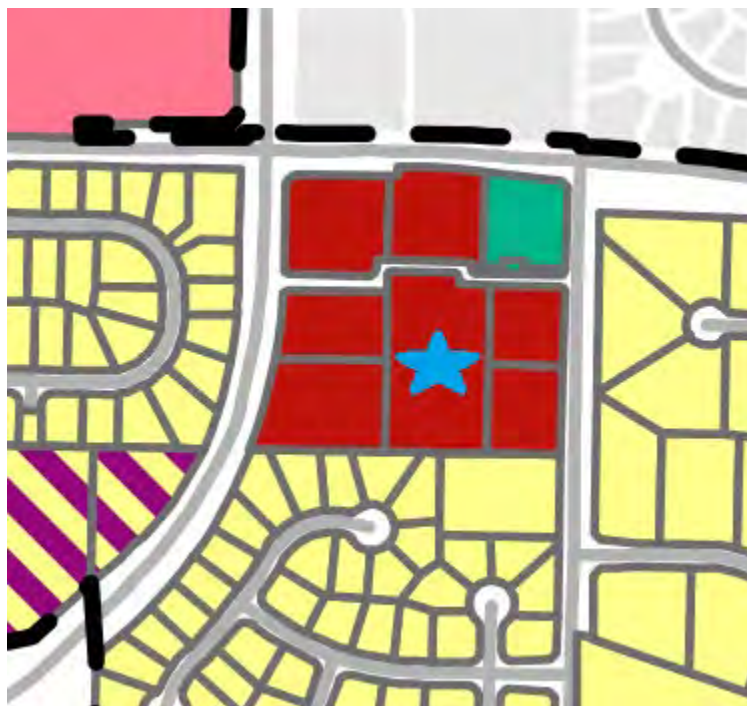
An additional question was raised regarding parking. There is no adverse parking impacts expected nor is additional parking and/or a traffic impact analysis appropriate or necessary as again, the building is a pre-existing commercial building with adequate parking facilities that are

managed via the leasing operations of the building's owner. Additionally, the application is for a by appointment only business. Per the applicant, they anticipate serving no more than three customers at a time that will be dropping off dogs and collecting dogs after services are complete.

Comprehensive Plan Compliance:

The Vision 2020 Comprehensive Plan and Future Land Use Map designate the subject property as commercial. The plan does not differentiate between types or levels of commercial in this instance. As the request is not to rezone the property, but to allow for uses not contemplated as permitted uses, the request is in keeping with the Future Land Use Map and the intent of the Vision 2020 Comprehensive Plan.

Exhibit B: Future Land Use Map



Staff Recommendations:

The Conditional Use Permit application appears to be complete, satisfies all applicable requirements of the City Code, and is consistent with the City's adopted planning documents, including the Vision 2020 Comprehensive Plan and Future Land Use Map. Based on the foregoing analysis, staff finds the request to be reasonable and appropriate and recommends approval of the Conditional Use Application as submitted.

Planning & Zoning Recommendations:

The Planning & Zoning Commission held the required public hearing on September 9th, 2026. After said hearing, the Commission reviewed the application and recommended approval of the application by unanimous vote. No conditions were contemplated, considered, or recommended with this application.

Respectfully,

A handwritten signature in blue ink, appearing to read "Kyle Michel". The signature is fluid and cursive, with the first name "Kyle" and last name "Michel" clearly distinguishable.

Kyle Michel, MPA, ICMA-CM
City Administrator
636-561-1718
kyle.michel@dardenneprairie.org

**AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI,
APPROVING A CONDITIONAL USE PERMIT FOR A DOG GROOMING
SALON LOCATED AT 1656 BRYAN ROAD**

WHEREAS, on July 21, 2026, a Conditional Use Permit Application was submitted to the City of Dardenne Prairie, Missouri (the “City”), a copy of which is attached hereto as **Exhibit A** and incorporated herein by reference (the “Application”), by The Velvet Paw LLC (the “Applicant”), requesting to use certain real property located at 1656 Bryan Road located in the City (the “Property”), and owned by GSR Ventures LLC (collectively, the “Owners”) to open and operate a Dog Grooming Salon; and

WHEREAS, the Property is zoned “C-2,” General Commercial District, pursuant to the Municipal Code of the City of Dardenne Prairie (the “Municipal Code”), under this request, the applicant is asking for a Conditional Use Permit pursuant to Section 405.190(C)(24) that would allow for any permissive of conditional use in the “C-1” District to be permitted under the Conditional Use Permit; and

WHEREAS, pursuant to Section 405.180(C)(10) of the Municipal Code, as it relates to C-1 Local Commercial District, a pet grooming facility is anticipated as a conditional use (the “Conditional Use”); and

WHEREAS, pursuant to Section 405.475 of the Municipal Code, the Planning and Zoning Commission and Board of Aldermen held public hearings on the Conditional Use Permit Application; and

WHEREAS, the Board of Aldermen considered the Application, the criteria provided in Section 405.475 of the Municipal Code, and the particular evidence presented at the public hearings before the Planning and Zoning Commission on September 9, 2026, and before the Board of Aldermen on September 16, 2026.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. Effective Date. This Ordinance shall take effect and be in force from and after its passage by the Board of Aldermen and its approval by the Mayor of the City of Dardenne Prairie, Missouri.

SECTION 2. Savings Clause. Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

SECTION 3. Severability Clause. If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every

BILL NO. 26 - 42

ORDINANCE NO. _____

remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

Read two times, passed, and approved this day of 2026.

Attest:

City Clerk

Mayor

Approved this day of 2026.

Attest:

City Clerk

Mayor

BILL NO. 26 - 42

ORDINANCE NO. _____

Exhibit A

THE VELVET PAW

DOG GROOMING

CONDITIONAL USE PERMIT REQUEST

Request for a C-1 Conditional Use at Property Currently Zoned C-2 General Commercial

1656 Bryan Road
O'Fallon, Missouri 63368

July 25, 2026

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

Re: Conditional Use Permit for The Velvet Paw - 1656 Bryan Road

Dear Mayor and Members of the Board of Aldermen:

We respectfully request approval of a Conditional Use Permit for The Velvet Paw, an appointment-based dog grooming salon proposed for the existing commercial space at 1656 Bryan Road.

The property is currently zoned C-2 General Commercial. The requested approval is to allow The Velvet Paw to operate as a C-1 conditional use in accordance with Section 405.190(C)(24). This request is for the specific pet-grooming use at this location and is not a request for unrestricted C-1 zoning or for approval of unrelated uses.

The Velvet Paw will be a professionally managed, low-impact neighborhood business. Grooming services will be performed indoors, customer visits will be scheduled primarily by appointment, and operations will occur during normal daytime business hours. Dogs will remain indoors except during controlled customer arrival and departure.

Why this conditional use is appropriate

- The business will occupy and improve an existing commercial storefront.
- Appointments will be spaced throughout the day, helping manage traffic and parking demand.
- All grooming and bathing activities will take place inside the premises.
- No outdoor kennels, overnight boarding, breeding, or animal sales are proposed.
- The business will provide a useful local service, support nearby businesses, and create local employment.
- The proposed storefront and interior buildout will be attractive, professional, and compatible with the surrounding commercial center.

We are committed to complying with all applicable building, health, sanitation, parking, signage, and operating requirements. We also welcome reasonable conditions that help ensure The Velvet Paw continues to be a responsible and positive neighbor.

The attached concept renderings illustrate our intended investment in the storefront and interior. They are provided for concept and presentation purposes only. Final buildout plans and finishes may differ based on permitting, engineering, landlord approval, product availability, and construction requirements.

Thank you for your time and consideration. We respectfully ask the Board of Aldermen to approve the C-1 conditional use for The Velvet Paw at the property currently zoned C-2 General Commercial.

Sincerely,

Robert Johnson & Kristy Distefano
Owners, The Velvet Paw



Concept Renderings Based on Actual Space

The Velvet Paw Dog Grooming — 1656 Bryan Road, O'Fallon, Missouri

1) Storefront Concept



2) Reception & Retail



3) Main Grooming Area



4) Photo Op Wall / Client Experience



5) Tub Room / Bathing Area



Renderings for concept only. Actual buildout designs may differ.

DARDENNE



PRAIRIE

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

CONDITIONAL USE PERMIT APPLICATION

CITY OF DARDENNE PRAIRIE, MISSOURI

www.DardennePrairie.org

APPLICANT:

The Velvet Paw LLC.
Company Name

Rob Johnson / owner
Printed Name, Title

134 Liberty Valley Dr.
Street Address

Foristell, MO. 63348
City/State/Zip Code

636.466.7078 rvtpd3869@gmail
Telephone Email

OWNER:

G.S.R. Ventures LLC c/o Corporate Group, Inc.
Company Name

Kim York, agent for Landlord
Printed Name, Title

2500 S Old Hwy 94, Suite 200
Street Address

St. Charles, MO 63303
City/State/Zip Code

636-946-0761
Telephone Email

STREET ADDRESS OF CONDITIONAL USE: 1656 Bryan Rd.
O'Fallon, MO 63368

LEGAL DESCRIPTION OF PROPERTY: _____

EXISTING ZONING: C-2 PROPOSED ZONING: NO change to existing. center zoning (Rg)

PROPOSED USE & SCOPE OF WORK: Luxury one-on-one Dog
Grooming salon.

CONDITIONAL USE APPLICATION FEE SUBMITTED: paid

SITE PLAN REVIEW FEE SUBMITTED (if applicable): N/A

CONDITIONAL USE PERMIT APPLICATION

Consideration a conditional use shall be based on the following criteria:

- A. Does the use comply with all applicable provisions of the zoning ordinance?
- B. Does the use at the specified location contribute to and promote the welfare and convenience of the public?
- C. The use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.
- D. The use shall not dominate the immediate neighborhood. In determining whether the conditional use will so dominate the immediate neighborhood, consideration shall be given to:
 1. The location, nature and height of buildings, structures, walls and fences on the site; and
 2. The nature and extent of proposed landscaping and screening on the site.
- E. Off-street parking and loading areas shall be provided in accordance with the standards set forth in the zoning ordinance.
- F. Adequate utility, drainage and other such necessary facilities must be provided.
- G. Adequate access roads or entrance and exit drives must be provided. (Minimum 25' for 2-way and 14' for 1-way traffic.)
- H. In consideration of requests for any conditional use permits, the Planning and Zoning Commission/Board of Aldermen shall require such conditions of use as it deems necessary to protect the best interests of the City and the surrounding property and to achieve the objectives of the zoning ordinance.
- I. A time limitation may be required.

Please Note:

- In addition to the conditional use permit (CUP), a Building Permit and approval by the appropriate Fire Protection District may be required.
- Any signage to be placed on the subject property requires a separate Sign Permit or Master Sign Plan.
- A Business License will be required for any business occupying the space/site.

CONDITIONAL USE PERMIT APPLICATION

- Two (2) copies of a plot survey/sketch/site plan drawn to scale shall be prepared on sheet(s) not to exceed twenty-four (24) inches by thirty-six (36) inches and shall show the lot or lots included in the application; show all structures; give appropriate dimensions, utility easements and other information listed on this application. *Additional copies for distribution to Planning and Zoning Commission and Board of Aldermen members will be requested upon review.*
- Electronic and paper copy of legal description of the property. Electronic files may be sent via email to Planning@Dardenneprairie.org

- The applicant is required to appear before the Planning and Zoning Commission and Board of Aldermen.

Before signing this application, make sure all items above are completed

 Applicant's Signature	<u>7-28-26</u> Date
 Owner's Signature	<u>8/4/26</u> Date

NOTE: By affixing signatures to this application form, the Applicant and Owner hereby verify 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 signatures further indicate that the information provided on this form and on any additional data attached hereto is true, complete, and accurate.