



Grove CID Executive and Finance Committee Meeting

**TO BE HELD**

March 13, 2023, at 10:00 AM

**Via Zoom**

**Mobile : US: +13052241968,,85247527517# US or +13092053325,,85247527517#**

**Meeting URL: <https://us06web.zoom.us/j/85247527517>**

**Meeting ID: 852 4752 7517**

**NOTICE & PROPOSED AGENDA**

**TAKE NOTICE** that on March 13<sup>th</sup>, 2023, at 10:00 AM via Zoom, the Grove Community Improvement District (the "District") will hold an **Executive and Finance Committee** meeting to consider and act upon the matters on the following tentative agenda and such other matters as may be presented at the meeting and determined to be appropriate for discussion at that time.

1. **Call to Order**
2. **Approval of Meeting Minutes**
3. **FY24 Budget Proposal**
4. **Landscaping Contracts**
5. **Other Business**
6. **Adjournment**

**This meeting is open to the public;** provided, however, a portion of the meeting may be closed to discuss select matters as provided by Section 610.021, RSMo.

Representatives of the news media may obtain copies of this notice, and persons with disabilities wishing to attend can contact: Park Central Development, 4512 Manchester #100, St. Louis, 63110, (314) 535-5311.

**DATE POSTED: 3-10-2023**

**Time Posted: 10:00 AM**

• **The Grove Community Improvement District** •

4512 Manchester, Suite #100 Saint Louis, MO 63110 (314) 535-5311

[www.thegrovestl.com](http://www.thegrovestl.com)



Grove CID Executive Committee Meeting Minutes  
February 6th, 2023 at 10:00am  
**ZOOM**

**Committee members present:** Kelly Kenter, Kelly Spencer, Matt Bauer, Tatyana Telnikova, Don Bellon,  
**Committee members not in attendance:**  
**Others in attendance:** Annette Pendilton, Abdul Abdullah, Brian James, Jazzmine Johnson (Park Central)

1. **Call to Order:** K. Kenter called the meeting to order at 10:04 AM.
2. **Approval of Previous Minutes:** Don Bellon made a motion to approve the minutes. Matt Bauer seconded the motion. All in favor, motion passes.
3. **Bank Account**
  - a. The board discussed moving Grove CID funds from Commerce Bank to Simmons Bank. Chart below shows how funds would be split for money market accounts and CD's with closing the Commerce Bank account by year end of 6/30/23.

Matt Bauer to Everyone 10:28 AM

\$471,187	Current Balance	
\$50,000	Commerce Checking	
\$100,000	3-mo CD	
\$100,000	6-mo CD	
\$100,000	9-mo CD	
\$121,187	Money Market	

Who can see your messages?

D. Bellon motioned to approve the bank account from Commerce Bank to Simmons Bank with changes noted. T. Telnikova seconded the motion. All in favor, motion passes.

K. Kenter asked if Park Central would look into contacting Street Department to replace the streetlight that was destroyed and to also look into the dual heads of pedestrian lights located at Grove sign on Manchester and Taylor avenue.

4. **Adjournment:** Kelly Kenter adjourn the meeting at 10:31AM.

• The Grove Community Improvement District •

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☎ 314-535-5311  
✉ Abdul@pcd-stl.org  
📍 4512 Manchester Ave, Ste. 100,  
St. Louis, MO 63110-2100

March 13, 2023

# FY24 Budget Proposal



	Annual Budget FY 2023	Project by YE	Project FY 2024	Comments
<b>Income</b>				
<b>46400 · Reserves</b>	38,630.00			
<b>40150 · Special Assessments</b>	90,000.00	109,343.82	80,000.00	Looking at a 25% reduction due to the decrease in assessment rate. Cane's is due to come online in FY24
<b>40100 · CID 1% Sales and Use Tax</b>	300,000.00	401,931.25	380,000.00	Sales tax totals for FY 22 was \$410,756 sure that FY 23 will come just as close. Due to some new businesses that came online FY 23. Cane's and a couple other businesses due to come online FY 24
<b>40200 · Interest Earnings</b>		-		
<b>Total 40000 · Revenue</b>	<u>428,630.00</u>	<u>511,275.07</u>	<u>460,000.00</u>	
<b>Total Income</b>				
<b>Expense</b>				
<b>60270 · Sponsorships</b>	54,600.00	67,499.66	70,000.00	
<b>60100 · Administrative Support</b>				
<b>60110 · Administration-Park Central</b>	50,680.00	50,680.00	50,680.00	
<b>60135 · General Liability Insurance</b>	19,200.00	21,009.05	22,000.00	
<b>60140 · Audit Services</b>	8,000.00	8,500.00	8,500.00	
<b>60130 · Directors &amp; Officers Insurance</b>	800.00			
<b>60170 · Storage Facility</b>	700.00	1,108.28	1,188.00	price increase by Life Storage
<b>60150 · Legal Services</b>	4,000.00	7,685.00	4,000.00	
<b>60115 · Postage/Office Supplies</b>	0.00	398.86		
<b>Total 60100 · Administrative Support</b>	<u>83,380.00</u>	<u>156,481.99</u>	<u>156,368.00</u>	
<b>60400 · Public Services</b>				
<b>60415 · Public Pkg lot-Litter Control</b>		300.00		
<b>60410 · Litter Control</b>	46,000.00	52,505.62	53,000.00	
<b>60420 · Landscaping</b>	4,500.00	0.00	4,500.00	
<b>Total 60400 · Public Services</b>	<u>50,500.00</u>	<u>52,805.62</u>	<u>57,500.00</u>	
<b>60200 · Marketing</b>				
<b>60210 · Advertising</b>				
<b>60215 · Promotional Materials</b>	1,800.00	600.00		
<b>60220 · Website &amp; Design Services</b>	12,200.00	16,693.88	16,200.00	Engagetaste and photographer increased prices
<b>Total 60200 · Marketing</b>	<u>14,000.00</u>	<u>17,293.88</u>	<u>16,200.00</u>	
<b>60300 · Public Improvements</b>				
<b>60335 · Public Parking Lot Rental</b>				
<b>60315 · Street Lighting Impr-Electricit</b>	9,000.00	4,925.25	5,500.00	
<b>60325 · Holiday Decorations</b>		7,820.68		



☎ 314-535-5311  
✉ Abdul@pcd-stl.org  
📍 4512 Manchester Ave, Ste. 100,  
St. Louis, MO 63110-2100

**TO:**

Grove CID Board

**RE: Landscaping Proposals**

**March 13, 2023**

**Dear Board,**

As requested, please find landscaping proposals enclosed.

**Regards,**

**Abdul-Kaba Abdulla**

**Executive Director**

# Landscaping Proposals

## Proposal #1:



ST. LOUIS SELECT  
— LANDSCAPING —

The Grove CID Flower Pots -MAINT 23	\$3,932.22
The Grove CID Landscape Beds -MAINT 23	\$4,380.63
The grove CID Options -LAND 23	\$1,787.56
Tree Wells The Grove CID -LAND 23	\$6,913.15
<b>Total:</b>	<b>\$17,013.56</b>

## Proposal #2:



Tree Well Maintenance - 2 times annually	\$5,360.00
Annual Planters - 2 times annually	\$7,750.00
T&M Weeding, Bed Prep, & Planting Services	\$0
Planter Bed Maintenance - 2 times annually	\$3,440.00
<b>Total:</b>	<b>\$16,550.00</b>

# Landscaping Proposal #1



ST. LOUIS SELECT  
LANDSCAPING

The Grove CID Flower Pots -MAINT 23	\$3,932.22
The Grove CID Landscape Beds -MAINT 23	\$4,380.63
The grove CID Options -LAND 23	\$1,787.56
Tree Wells The Grove CID -LAND 23	\$6,913.15
<b>Total:</b>	<b>\$17,013.56</b>

## **The Grove CID Flower Pots -MAINT 23**

### **Cost**

Annual Bed Prep	\$1,577.49
Annual Installation	\$2,354.73

## **The Grove CID Landscape Beds -MAINT 2**

### **Cost**

Spring Cleanup	\$671.48
Bed Maintenance	\$632.12
Bed & Tree Ring Edging	\$309.66
Mulch Installation	\$1,033.34
Bush Trimming Round 1	\$471.79
Bush Trimming Round 2	\$471.79
Fall Cleanup	\$790.45

## **Tree Wells The Grove CID -LAND 23**

### **Cost**

Spring Cleanup	\$531.16
Bed Maintenance	\$1,262.64
Bed & Tree Ring Edging	\$870.84
Mulch Installation	\$3,288.99
Bed Pre-Emergent of Landscape Beds	\$323.90
Fall Cleanup	\$635.62

## **The grove CID Options -LAND 23**

Watering	\$1,577.49
Tree Prep	\$605.17
Tree Planting	\$538.21
Shrub Planting	\$382.64

# Landscaping Proposal #2



## Tree Well Maintenance - 2 times annually in April/May and September/October

Includes required labor and below specified materials for maintaining the tree wells, per following specifications: Remove and haul away existing mulch and topsoil, as necessary, to prevent mulch spilling onto the surrounding concrete and building up on the tree trunks. Clean-up, edge, weed, apply pre-emergent, and mulch in all wells. Haul away all job related debris.

Items	Description	
MULCH	~40 yards, Double Ground, Dyed-Brown Mulch and pre-emergent (20 yards, 2 times a year)	
DISPOSAL	Proper disposal of unwanted vegetative debris.	
LABOR RATE		
<b>Group Total:</b>		<b>\$5,360.00</b>

## Planter Bed Maintenance - 2 times annually in April/May and September/October

Includes required labor and below specified materials for maintaining planter beds, per following specifications: Remove and haul away existing mulch and topsoil, as necessary, to prevent mulch spilling onto the surrounding concrete. Clean-up, including cutting off the ornamental grasses and pruning shrubs. Edge, weed, apply pre-emergent, and mulch in all planter beds. Haul away all job related debris.

Items	Description	
MULCH	~10 yards, Double Ground, Dyed-Brown Mulch (5 yards, 2 times a year)	
DISPOSAL	Proper disposal of unwanted vegetative debris.	
LABOR RATE		
<b>Group Total:</b>		<b>\$3,440.00</b>

## Annual Planters - 2 times annually in April/May and September/October

Includes required labor and below specified material for installing annuals, per following specifications. Remove and haul away spent annuals, and old potting soil. Install new potting soil and fertilizer. Install seasonal annuals (approx. 8 per pot). Clean up and haul away all job related debris.

Items	Description	
SOIL MIX	Potting Mix plus Fertilizer	
ANNUAL	4" Annual (8 plants per pot, 2 times per year)	
DISPOSAL	Proper disposal of unwanted vegetative debris.	
LABOR RATE		
<b>Group Total:</b>		<b>\$7,750.00</b>





# Service Proposal

**THE GROVE COMMUNITY IMPROVEMENT DISTRICT**  
**4512 MANCHESTER AVENUE**  
**ST. LOUIS, MISSOURI 63110**

**Sales:** St. Louis Select Landscaping & Lawn Care  
2701 Williams Creek Rd. High Ridge, Mo 63049

**The Grove CID Flower Pots -MAINT 23**  
4512 Manchester Avenue St. Louis, Missouri 63110

**Est ID:** EST1896592

**Date:** Dec-05-2022

St. Louis Select Landscaping would like to thank you for opportunity to work with you. Let this be proof that we strive with our customer service and do our very best to be as competitively priced as possible without sacrificing quality. We have a unique team of professionals that is assigned to each project to ensure that you receive the best quality, customer service, and experience that our industry has to offer. We spare no expense to make sure that St. Louis Select Landscaping is a company you can refer to your closest friends and family. We are excited to work together and are eager to answer any questions you may have.

Flower Services	Visits	Billing Type	Visit Price	Season Price
<b>Annual Bed Prep</b>	<b>1</b>	<b>Per Visit</b>	<b>\$1,577.49</b>	<b>\$1,577.49</b>

Prep each of the 15 planted pots by removing any old plants / root balls, debris and installing new planting media.

<b>Annual Installation</b>	<b>1</b>	<b>Per Visit</b>	<b>\$2,354.73</b>	<b>\$2,354.73</b>
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Installation of annual flowers will commence after the threat of any late frost. Types of flowers planted shall be selected for normal site conditions and discussed with The Grove prior to installation.

This agreement is hereby made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022 \_\_\_\_\_, hereafter called Owner and St. Louis Select Landscaping & Lawn Care, LLC, hereafter called Contractor.

The said parties, for the considerations hereinafter mentioned, hereby agree to the following:

1. The contractor agrees to provide the following services: Listed on the service proposal.
2. The contractor agrees to provide all materials required to perform the foregoing.
3. The owner hereby agrees to pay the Contractor, for the aforesaid services, the sum of \$\_\_\_\_\_ plus Time and material jobs, in the following manner: Upon Completion of Work. Interest shall accrue on all unpaid balances at the rate of 1 and 1/2 percent per month. \_\_\_ payments starting \_\_\_\_\_ each in the amount of \$\_\_\_\_\_. Any time and material jobs will be billed separately from set monthly payments.
4. St. Louis Select Landscaping & Lawn Care LLC may terminate this agreement at anytime if \_\_\_\_\_ fails to pay St. Louis Select Landscaping & Lawn Care LLC as herein provided. In the event St. Louis Select Landscaping & Lawn Care LLC hires counsel to collect any overdue bill, St. Louis Select Landscaping & Lawn Care LLC shall be entitled to reasonable attorney's fees

5. All proposed deviations in the work ordered by the Owner must be in writing, the contract sum being increased or decreased accordingly to the Contractor. Any claims for increases in the cost of the work must be presented by the Contractor to the Owner in writing, and written approval of the Owner shall be obtained by the Contractor before proceeding with the ordered change of revision.
6. In the event the Contractor is delayed in the prosecution of the work by acts of God, fire, flood or any other unavoidable casualties; or by labor strikes, later delivery of materials; or by neglect of the Owner, the time for completion of the work shall be extended for the same period as the delay occasioned by any of the aforementioned causes.
7. Neither the Owner nor Contractor shall have the right to assign any rights of interest occurring under this agreement without the written consent of the other, nor shall the Contractor assign any sums due, or to become due, to him under the provisions of this agreement.
8. This agreement, and any breach thereof, shall be interpreted under laws of the State of Missouri
9. In the event of Owner's breach of its obligations under this Contract, Owner shall be responsible for Contractor's reasonable costs of collection incurred in enforcing said Contract. Reasonable costs of collection shall include but not be limited to attorney's fees, court costs, and expert witness fees.
10. If work becomes unacceptable, an agent working on behalf of \_\_\_\_\_, will notify Contractor via certified mail giving the Contractor 30 days to fix the problem. If at the end of that 30 days the work has not been corrected, the Contract will be dissolved.
11. **Multi Year Contracts:** are subject to rate increases based on a change in prevailing wage which is determined each year and set by Department of Labor. Please contact your St Louis Select representative with any questions you might have.
12. At any time during the term of this Agreement, should the average retail price of fuel in the St. Louis area exceed \$3.25 per gallon for more than a fifteen (15) day period in any one month, St. Louis Select Landscaping, LLC shall be entitled to levy a surcharge as follows on that month's invoice amount:  
 \$3.25 - \$3.50/gal. - 1.5%  
 \$3.51 - \$4.00/gal. - 2.0%  
 \$4.01 - \$4.50/gal. - 3.0%  
 \$4.51+/gal. - 4.0%

St. Louis Select Landscaping & Lawn Care LLC : Client  
 Name:

By: By:

Date: Date:

**Estimate authorized by:**

**Estimate approved by:**

St. Louis Select Landscaping &  
 Lawn Care 2701 Williams  
 Creek Rd. High Ridge, Mo 63049

**Signature Date:** 12/05/2022

**Signature Date:**

**Email:** gregs@stlselectlawn.com



# Service Proposal

**THE GROVE COMMUNITY IMPROVEMENT DISTRICT**  
**4512 MANCHESTER AVENUE**  
**ST. LOUIS, MISSOURI 63110**

**Sales:** St. Louis Select Landscaping & Lawn Care  
 2701 Williams Creek Rd. High Ridge, Mo 63049

**The Grove CID Landscape Beds -MAINT 23**  
 4512 Manchester Avenue St. Louis, Missouri 63110

**Est ID:** EST1896481

**Date:** Dec-05-2022

St. Louis Select Landscaping would like to thank you for opportunity to work with you. Let this be proof that we strive with our customer service and do our very best to be as competitively priced as possible without sacrificing quality. We have a unique team of professionals that is assigned to each project to ensure that you receive the best quality, customer service, and experience that our industry has to offer. We spare no expense to make sure that St. Louis Select Landscaping is a company you can refer to your closest friends and family. We are excited to work together and are eager to answer any questions you may have.

Services	Visits	Billing Type	Visit Price	Season Price
<b>Spring Cleanup</b>	<b>1</b>	<b>Per Visit</b>	<b>\$671.48</b>	<b>\$671.48</b>
A general spring cleanup shall be provided one time in the beginning of the season to cut back ornamental grasses, cut back herbaceous perennials and remove debris that has accumulated over winter.				
<b>Bed Maintenance</b>	<b>2</b>	<b>Per Visit</b>	<b>\$316.06</b>	<b>\$632.12</b>
This service will be performed 2x per season. Weeds will be either pulled and or sprayed with a non selective herbicide to eliminate the presence of undesired vegetation in landscape beds.				
<b>Bed &amp; Tree Ring Edging</b>	<b>2</b>	<b>Per Visit</b>	<b>\$154.83</b>	<b>\$309.66</b>
Beds will be edged to create a neat appearance.				
<b>Mulch Installation</b>	<b>2</b>	<b>Per Visit</b>	<b>\$516.67</b>	<b>\$1,033.34</b>
All mulched beds will be brought up to or maintained at depth of approximately 2" using Hardwood Mulch.				
<b>Bush Trimming Round 1</b>	<b>1</b>	<b>Per Visit</b>	<b>\$471.79</b>	<b>\$471.79</b>

This task will be performed as stated on all shrubs in healthy condition. Shrubs that are in major decline, and/or have been damaged over more than 1/3 and are considered unproductive are not included in this proposal. Any shrubs larger than 7' requiring special equipment such as a high-lift truck or ladder that cannot be properly trimmed from the ground are not covered in this proposal.

Shrub Pruning - Shrubs will be pruned to maintain good shape and to remove dead, damaged or unproductive branches. Shrubs will be pruned at the proper time of year to maximize natural color.

Formal Hedges - All formal hedge rows shall be sheared to maintain a tight formal appearance. Hedges are defined as "two or more plants in a row."

**Bush Trimming Round 2** **1 Per Visit** **\$471.79** **\$471.79**

This task will be performed as stated on all shrubs in healthy condition. Shrubs that are in major decline, and/or have been damaged over more than 1/3 and are considered unproductive are not included in this proposal. Any shrubs larger than 7' requiring special equipment such as a high-lift truck or ladder that cannot be properly trimmed from the ground are not covered in this proposal.

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Formal Hedges - All formal hedge rows shall be sheared to maintain a tight formal appearance. Hedges are defined as "two or more plants in a row."

**Fall Cleanup** **1 Per Visit** **\$790.45** **\$790.45**

This service consists of the removing weeds, debris and leaf debris

This agreement is hereby made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022 \_\_\_\_\_, hereafter called Owner and St. Louis Select Landscaping & Lawn Care, LLC, hereafter called Contractor.

The said parties, for the considerations hereinafter mentioned, hereby agree to the following:

1. The contractor agrees to provide the following services: Listed on the service proposal.
2. The contractor agrees to provide all materials required to perform the foregoing.
3. The owner hereby agrees to pay the Contractor, for the aforesaid services, the sum of \$\_\_\_\_\_ plus Time and material jobs, in the following manner: Upon Completion of Work. Interest shall accrue on all unpaid balances at the rate of 1 and 1/2 percent per month. \_\_\_ payments starting \_\_\_\_\_ each in the amount of \$\_\_\_\_\_. Any time and material jobs will be billed separately from set monthly payments.
4. St. Louis Select Landscaping & Lawn Care LLC may terminate this agreement at anytime if \_\_\_\_\_ fails to pay St. Louis Select Landscaping & Lawn Care LLC as herein provided. In the event St. Louis Select Landscaping & Lawn Care LLC hires counsel to collect any overdue bill, St. Louis Select Landscaping & Lawn Care LLC shall be entitled to reasonable attorney's fees
5. All proposed deviations in the work ordered by the Owner must be in writing, the contract sum being increased or decreased accordingly to the Contractor. Any claims for increases in the cost of the work must be presented by the Contractor to the Owner in writing, and written approval of the Owner shall be obtained by the Contractor before proceeding with the ordered change of revision.
6. In the event the Contractor is delayed in the prosecution of the work by acts of God, fire, flood or any other unavoidable casualties; or by labor strikes, later delivery of materials; or by neglect of the Owner, the time for completion of the work shall be extended for the same period as the delay occasioned by any of the aforementioned causes.
7. Neither the Owner nor Contractor shall have the right to assign any rights of interest occurring under this agreement without the written consent of the other, nor shall the Contractor assign any sums due, or to become due, to him under the provisions of this agreement.
8. This agreement, and any breach thereof, shall be interpreted under laws of the State of Missouri

9. In the event of Owner's breach of its obligations under this Contract, Owner shall be responsible for Contractor's reasonable costs of collection incurred in enforcing said Contract. Reasonable costs of collection shall include but not be limited to attorney's fees, court costs, and expert witness fees.

10. If work becomes unacceptable, an agent working on behalf of \_\_\_\_\_, will notify Contractor via certified mail giving the Contractor 30 days to fix the problem. If at the end of that 30 days the work has not been corrected, the Contract will be dissolved.

11. **Multi Year Contracts:** are subject to rate increases based on a change in prevailing wage which is determined each year and set by Department of Labor. Please contact your St Louis Select representative with any questions you might have.

12. At any time during the term of this Agreement, should the average retail price of fuel in the St. Louis area exceed \$3.25 per gallon for more than a fifteen (15) day period in any one month, St. Louis Select Landscaping, LLC shall be entitled to levy a surcharge as follows on that month's invoice amount:

\$3.25 - \$3.50/gal. - 1.5%

\$3.51 - \$4.00/gal. - 2.0%

\$4.01 - \$4.50/gal. - 3.0%

\$4.51+/gal. - 4.0%

St. Louis Select Landscaping & Lawn Care LLC : Client  
Name:

By: By:

Date: Date:

**Estimate authorized by:**

**Estimate approved by:**

St. Louis Select Landscaping &  
Lawn Care 2701 Williams  
Creek Rd. High Ridge, Mo 63049

**Signature Date:** 12/05/2022

**Signature Date:**

**Email:** gregs@stlselectlawn.com



# Service Proposal

**THE GROVE COMMUNITY IMPROVEMENT DISTRICT**  
**4512 MANCHESTER AVENUE**  
**ST. LOUIS, MISSOURI 63110**

**Sales:** St. Louis Select Landscaping & Lawn Care  
 2701 Williams Creek Rd. High Ridge, Mo 63049

**The grove CID Options -LAND 23**  
 4512 Manchester Avenue St. Louis, Missouri 63110

**Est ID:** EST1896670

**Date:** Dec-05-2022

St. Louis Select Landscaping would like to thank you for opportunity to work with you. Let this be proof that we strive with our customer service and do our very best to be as competitively priced as possible without sacrificing quality. We have a unique team of professionals that is assigned to each project to ensure that you receive the best quality, customer service, and experience that our industry has to offer. We spare no expense to make sure that St. Louis Select Landscaping is a company you can refer to your closest friends and family. We are excited to work together and are eager to answer any questions you may have.

Optional Services	Visits	Billing Type	Visit Price	Season Price
<b>Watering</b>	<b>1</b>	<b>Per Visit</b>	<b>\$261.55</b>	<b>\$261.54</b>

This service will be performed on the 15 flower pots. This covers a per occurrence watering and hand weeding service.

<b>Tree Prep</b>	<b>1</b>	<b>Per Visit</b>	<b>\$605.17</b>	<b>\$605.17</b>
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This is to remove 1' of soil and mulch to an 8x8' tree well. Additional T/M charges will apply for removing stump / roots. Tree wells that are bigger than 8x8 will be assessed additional charges.

<b>Tree Planting</b>	<b>1</b>	<b>Per Visit</b>	<b>\$538.21</b>	<b>\$538.21</b>
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Installation of (1) 2" Oak or Maple tree. Different varieties of tree may have additional charges.

**Trees and shrubs are perishable items and require proper care, attention, and maintenance from the client. All plants that are covered by mechanical irrigation or where the client has purchased a watering program through St. Louis Select, will be covered by a 1 year 1 time plant replacement warranty covering materials and labor, from the date of install. This excludes trees in turf areas. These trees will need to have water bags installed and filled one time per week under a watering program. Trees and shrubs will be eligible for replacement when 50% or more of the plant has died.**

**This estimate does not include staking and cabling of trees. If you feel this is necessary for your site there will be a \$35 per tree charge for installation and a \$25 per tree removal charge.**

<b>Shrub Planting</b>	<b>1</b>	<b>Per Visit</b>	<b>\$382.64</b>	<b>\$382.64</b>
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This cost is based on planting (3) #5 Green Velvet Boxwood. This service and its true cost will vary based on plant type(s) and Quantity.

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4. St. Louis Select Landscaping & Lawn Care LLC may terminate this agreement at anytime if \_\_\_\_\_ fails to pay St. Louis Select Landscaping & Lawn Care LLC as herein provided. In the event St. Louis Select Landscaping & Lawn Care LLC hires counsel to collect any overdue bill, St. Louis Select Landscaping & Lawn Care LLC shall be entitled to reasonable attorney's fees
5. All proposed deviations in the work ordered by the Owner must be in writing, the contract sum being increased or decreased accordingly to the Contractor. Any claims for increases in the cost of the work must be presented by the Contractor to the Owner in writing, and written approval of the Owner shall be obtained by the Contractor before proceeding with the ordered change of revision.
6. In the event the Contractor is delayed in the prosecution of the work by acts of God, fire, flood or any other unavoidable casualties; or by labor strikes, later delivery of materials; or by neglect of the Owner, the time for completion of the work shall be extended for the same period as the delay occasioned by any of the aforementioned causes.
7. Neither the Owner nor Contractor shall have the right to assign any rights of interest occurring under this agreement without the written consent of the other, nor shall the Contractor assign any sums due, or to become due, to him under the provisions of this agreement.
8. This agreement, and any breach thereof, shall be interpreted under laws of the State of Missouri
9. In the event of Owner's breach of it's obligations under this Contract, Owner shall be responsible for Contractor's reasonable costs of collection incurred in enforcing said Contract. Reasonable costs of collection shall include but not be limited to attorney's fees, court costs, and expert witness fees.
10. If work becomes unacceptable, an agent working on behalf of \_\_\_\_\_, will notify Contractor via certified mail giving the Contractor 30 days to fix the problem. If at the end of that 30 days the work has not been corrected, the Contract will be dissolved.
11. **Multi Year Contracts:** are subject to rate increases based on a change in prevailing wage which is determined each year and set by Department of Labor. Please contact your St Louis Select representative with any questions you might have.
12. At any time during the term of this Agreement, should the average retail price of fuel in the St. Louis area exceed \$3.25 per gallon for more than a fifteen (15) day period in any one month, St. Louis Select Landscaping, LLC shall be

entitled to levy a surcharge as follows on that month's invoice amount:

\$3.25 - \$3.50/gal. - 1.5%

\$3.51 - \$4.00/gal. - 2.0%

\$4.01 - \$4.50/gal. - 3.0%

\$4.51+/gal. - 4.0%

St. Louis Select Landscaping & Lawn Care LLC :  
Name:

Client

By:

By:

Date:

Date:

**Estimate authorized by:**

**Estimate approved by:**

St. Louis Select Landscaping &  
Lawn Care 2701 Williams  
Creek Rd. High Ridge, Mo 63049

**Signature Date:**

12/05/2022

**Signature Date:**

**Email:**

gregs@stlselectlawn.com





# Service Proposal

**THE GROVE COMMUNITY IMPROVEMENT DISTRICT**  
**4512 MANCHESTER AVENUE**  
**ST. LOUIS, MISSOURI 63110**

**Sales:** St. Louis Select Landscaping & Lawn Care  
 2701 Williams Creek Rd. High Ridge, Mo 63049

**Tree Wells The Grove CID -LAND 23**  
 4512 Manchester Avenue St. Louis, Missouri 63110

**Est ID:** EST1896413

**Date:** Dec-05-2022

St. Louis Select Landscaping would like to thank you for opportunity to work with you. Let this be proof that we strive with our customer service and do our very best to be as competitively priced as possible without sacrificing quality. We have a unique team of professionals that is assigned to each project to ensure that you receive the best quality, customer service, and experience that our industry has to offer. We spare no expense to make sure that St. Louis Select Landscaping is a company you can refer to your closest friends and family. We are excited to work together and are eager to answer any questions you may have.

Services	Visits	Billing Type	Visit Price	Season Price
<b>Spring Cleanup</b>	<b>1</b>	<b>Per Visit</b>	<b>\$531.16</b>	<b>\$531.16</b>
A general spring cleanup shall be provided one time in the beginning of the season to cut back ornamental grasses, cut back herbaceous perennials and remove debris that has accumulated over winter.				
<b>Bed Maintenance</b>	<b>2</b>	<b>Per Visit</b>	<b>\$631.32</b>	<b>\$1,262.64</b>
This service will be performed 2x per season. Weeds will be either pulled and or sprayed with a non selective herbicide to eliminate the presence of undesired vegetation in landscape beds.				
<b>Mulch Installation</b>	<b>2</b>	<b>Per Visit</b>	<b>\$1,644.50</b>	<b>\$3,288.99</b>
All mulched beds will be brought up to or maintained at depth of approximately 2" using Double ground Hardwood Mulch.				
<b>Bed &amp; Tree Ring Edging</b>	<b>2</b>	<b>Per Visit</b>	<b>\$435.42</b>	<b>\$870.84</b>
All mulched beds and tree rings will be edged to create a neat appearance.				
<b>Fall Cleanup</b>	<b>1</b>	<b>Per Visit</b>	<b>\$635.62</b>	<b>\$635.62</b>
This service consists of the removal of weeds, debris and leaves.				
<b>Bed Pre-Emergent of Landscape Beds</b>	<b>2</b>	<b>Per Visit</b>	<b>\$161.95</b>	<b>\$323.90</b>

Bed pre-emergent materials will be supplied to all mulched areas to prevent weed seed germination.

This agreement is hereby made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022 \_\_\_\_\_, hereafter called Owner and St. Louis Select Landscaping & Lawn Care, LLC, hereafter called Contractor.

The said parties, for the considerations hereinafter mentioned, hereby agree to the following:

1. The contractor agrees to provide the following services: Listed on the service proposal.
2. The contractor agrees to provide all materials required to perform the foregoing.
3. The owner hereby agrees to pay the Contractor, for the aforesaid services, the sum of \$\_\_\_\_\_ plus Time and material jobs, in the following manner: Upon Completion of Work. Interest shall accrue on all unpaid balances at the rate of 1 and 1/2 percent per month. \_\_\_ payments starting \_\_\_\_\_ each in the amount of \$\_\_\_\_\_. Any time and material jobs will be billed separately from set monthly payments.
4. St. Louis Select Landscaping & Lawn Care LLC may terminate this agreement at anytime if \_\_\_\_\_ fails to pay St. Louis Select Landscaping & Lawn Care LLC as herein provided. In the event St. Louis Select Landscaping & Lawn Care LLC hires counsel to collect any overdue bill, St. Louis Select Landscaping & Lawn Care LLC shall be entitled to reasonable attorney's fees
5. All proposed deviations in the work ordered by the Owner must be in writing, the contract sum being increased or decreased accordingly to the Contractor. Any claims for increases in the cost of the work must be presented by the Contractor to the Owner in writing, and written approval of the Owner shall be obtained by the Contractor before proceeding with the ordered change of revision.
6. In the event the Contractor is delayed in the prosecution of the work by acts of God, fire, flood or any other unavoidable casualties; or by labor strikes, later delivery of materials; or by neglect of the Owner, the time for completion of the work shall be extended for the same period as the delay occasioned by any of the aforementioned causes.
7. Neither the Owner nor Contractor shall have the right to assign any rights of interest occurring under this agreement without the written consent of the other, nor shall the Contractor assign any sums due, or to become due, to him under the provisions of this agreement.
8. This agreement, and any breach thereof, shall be interpreted under laws of the State of Missouri
9. In the event of Owner's breach of it's obligations under this Contract, Owner shall be responsible for Contractor's reasonable costs of collection incurred in enforcing said Contract. Reasonable costs of collection shall include but not be limited to attorney's fees, court costs, and expert witness fees.
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\$4.51+/gal. - 4.0%

St. Louis Select Landscaping & Lawn Care LLC : Client  
Name:

By:

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Date:

**Estimate authorized by:**

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St. Louis Select Landscaping &  
Lawn Care 2701 Williams  
Creek Rd. High Ridge, Mo 63049

**Signature Date:**

12/05/2022

**Signature Date:**

**Email:**

gregs@stlselectlawn.com

1515 Lonedell Industrial Court  
 Arnold, MO 63010  
 Phone: 636-296-4660



Grove Community Improvement District  
 Cell: 314-535-5311

Job Address:  
 4512 Manchester Avenue  
 St. Louis, MO 63110

**Print Date:** 12-6-2022

## Grove Community Improvement District - Proposal



### Tree Well Maintenance - 2 times annually in April/May and September/October

Includes required labor and below specified materials for maintaining the tree wells, per following specifications: Remove and haul away existing mulch and topsoil, as necessary, to prevent mulch spilling onto the surrounding concrete and building up on the tree trunks. Clean-up, edge, weed, apply pre-emergent, and mulch in all wells. Haul away all job related debris.

Items	Description	
MULCH	~40 yards, Double Ground, Dyed-Brown Mulch and pre-emergent (20 yards, 2 times a year)	
DISPOSAL	Proper disposal of unwanted vegetative debris.	
LABOR RATE		
<b>Group Total:</b>		<b>\$5,360.00</b>

### Planter Bed Maintenance - 2 times annually in April/May and September/October

Includes required labor and below specified materials for maintaining planter beds, per following specifications: Remove and haul away existing mulch and topsoil, as necessary, to prevent mulch spilling onto the surrounding concrete. Clean-up, including cutting off the ornamental grasses and pruning shrubs. Edge, weed, apply pre-emergent, and mulch in all planter beds. Haul away all job related debris.

Items	Description	
MULCH	~10 yards, Double Ground, Dyed-Brown Mulch (5 yards, 2 times a year)	

DISPOSAL Proper disposal of unwanted vegetative debris.

LABOR RATE

**Group Total:** **\$3,440.00**

### Annual Planters - 2 times annually in April/May and September/October

Includes required labor and below specified material for installing annuals, per following specifications. Remove and haul away spent annuals, and old potting soil. Install new potting soil and fertilizer. Install seasonal annuals (approx. 8 per pot). Clean up and haul away all job related debris.

Items	Description
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SOIL MIX	Potting Mix plus Fertilizer
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ANNUAL	4" Annual (8 plants per pot, 2 times per year)
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DISPOSAL	Proper disposal of unwanted vegetative debris.
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LABOR RATE

**Group Total:** **\$7,750.00**

### T&M Weeding, Bed Prep, & Planting Services

Includes required labor, and below specified materials to complete as-needed services outside of the above contract. Final price is dependent on the amount of man-hours used, plus drive time, and the materials used.

Items	Description
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TOPSOIL	\$40.00 per yard. ~ 3/4 yard per tree well
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SHRUB	\$20.00-\$50.00 Shrubs as needed, price dependent on type of plant
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TREE	\$160.00 - \$200.00 15 gallon trees as needed, price dependent on type of tree
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MULCH	\$40.00 / yard, Double Ground, Dyed-Brown Mulch including pre-emergent
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DISPOSAL	\$50.00 / full truckload of debris
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LABOR RATE	\$60.00 / Man-hour labor rate
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**Group Total:** **\$0.00**

**Total Price: \$16,550.00**

## CONTRACTOR AGREEMENT

THIS AGREEMENT made by and between Shelton Landscape & Maintenance INC., hereinafter called the Contractor and Grove Community Improvement District, hereinafter called the Owner.

WITNESSETH, that the Contractor, and the Owner for the considerations named, agree as follows:

### ARTICLE 1. SCOPE OF WORK

The contractor shall furnish all the materials and perform all the work shown and/or described in the specifications entitled above, as it pertains to work performed on property address, specified above.

### ARTICLE 2. THE CONTRACT PRICE

The Owner shall pay the Contractor for the material and labor to be performed under the above specified Contract price, subject to additions and deductions pursuant to change orders authorized by both the Contractor and Owner.

### ARTICLE 3. PROGRESS PAYMENTS

Payments of the Contract Price shall be timely paid in the manner following: Each project to be invoiced upon completion of work no deposit will be necessary unless the project exceeds an estimated cost of \$10,000.00 is due after the project has been completed and approved by the Owner or the general contractor.

**All payments shall be timely paid pursuant to the above schedule to avoid any late payment fee.** If payments are not received in such manner, Owner agrees to pay all interest accrued on any outstanding balance at a monthly percentage rate of 2%. **Any refusal to pay late fees will result in nullification of all warranties and lien waivers.**

**Furthermore, Contractor maintains the absolute right to enter the property anytime, with or without notice, to remove and take possession of all unused materials, plants and all equipment owned or leased by Contractor. Contractor may also file a lien against the property pursuant to Section 429.010, et seq., of the Revised Statutes of Missouri to secure payment of work or labor completed, machinery or equipment rented, materials, trees, plants or any type of landscaping goods or services furnished.**

### ARTICLE 4. GENERAL PROVISIONS

1. The Contractor shall furnish a plan and scale drawing showing the shape, size dimensions, and specifications **for any engineered or permit required project**, a description of the work to be completed, a description of the materials and equipment to be used, and the agreed consideration for the project.
2. **Any unforeseen expenses arising from engineering design changes by St. Louis County or otherwise, hidden sub grade complications; including any utility or irrigation lines or pipes, footings, old concrete, ledge rock and boulders will be billed at a cost of time and materials. If the homeowner or contractor is not made available within 24 hours to witness and assess the situation, work will continue without a change order and documentation of the excavation and costs will be provided.**
3. Contractor is not an engineering firm and is not licensed to practice engineering. Nothing in this Contract shall be construed as requiring Contractor to make any engineering calculations or engineering judgments. Owner may wish to consult with an engineer before signing the Contract.
4. **Contractor shall have no obligation to perform a change in the work unless Contractor and Owner sign a change order describing the change and the corresponding adjustment in the Contract Price. All change orders shall be in writing and signed by Owner and Contractor, and shall be incorporated into, and become a part of, the Contract.**
5. Contractor will call 1-800-DIG-RITE to mark all public utilities. Further, Contractor will make every effort to use caution to avoid unmarked underground obstructions not marked by Dig Rite, however any damage to unmarked private utilities, irrigation lines, invisible pet fences, underground electrical lines or other underground obstructions not located by Dig Rite will be the sole responsibility of the Owner, and Owner agrees to hold harmless, indemnify and defend Contractor from any liability resulting from damage to said obstructions.
6. Owner is responsible for disclosing all information pertinent to the construction plan and proposal, including structural elements, so to prevent negligent business. Contractor is not responsible for damage to Owner's property during demolition or removal of debris where not previously made aware by the Owner.
7. Contractor is not responsible for any cosmetic damage done to private or public roads, driveways, and/or sidewalks when accessing Owner's property for site enhancements. Contractor to use skid steer and mini excavator both with tracks as needed for proper

removal and installation. Contractor agrees to remove all debris and leave the premises in broom clean condition.

- 8. Contractor may at its discretion engage subcontractors to perform work hereunder, provided Contractor shall fully pay said subcontractors and in all instances, remain responsible for the proper completion of this Contract.
- 9. Contractor warrants it is adequately insured for injury to its employees and others incurring loss or injury because of the acts of Contractor, its employees or subcontractors.
- 10. Contractor shall charge to obtain all permits & local business licenses necessary for the work to be performed.**
- 11. Contractor shall not be liable for any delay due to circumstances beyond its control, including but not limited to weather, project changes, equipment failure, and casualty or general unavailability of materials.**
- 12. Included with this Contract is Contractor's standard Limited Warranty, found at www.shelton-landscape.com, which shall commence upon final completion of work and is valid only if full payment of work has been received.
- 13. All materials ordered or delivered to project site, as outlined in the scope of work, will be subject up to a 20% restocking fee if declined by the homeowner due to changes in the scope of work.**
- 14. This contract and its performance are governed by the laws of the place of the project. A lien waiver shall be furnished, if requested, to Owner upon payment of the Contract Price in full. Missouri law requires the furnishing of the following notice:

**NOTICE TO OWNER**

**Failure of this contractor to pay those persons supplying material or services to complete this contract can result in the filing of a mechanic's lien on the property which is the subject of this contract pursuant to Chapter 429, RSMO. To avoid this result, you may ask this contractor for "lien waivers" from all persons supplying material or services for the work described in this contract. Failure to secure lien waivers may result in your paying for labor and material twice.**

- 15. The Contract is the entire agreement and consists of these General Provisions, Scope of Work, Time of Completion, Contract Price, Progress Payments, and Shelton Landscape's Limited Warranty. There are no other agreements, oral or written, between Contractor and Owner. All previous statements, representations and promises by Contractor are null and void; there is no right to rely upon any such statement, representation or promise.

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. SHELTON LANDSCAPE & MAINTENANCE is authorized to do the work as specified. Payment will be made as outlined above.

**We Want To Thank You For Considering Shelton Landscape And Maintenance For Your Outdoor Projects. It Is Because Of Our Customers, Both New And Old, That We Continue To Be In Business For Over 40 Years, A Trusted Contractor With The Better Business Bureau, Angie's List, And Our Community As A Whole.**

I confirm that my action here represents my electronic signature and is binding.

Signature:

\_\_\_\_\_

Date:

\_\_\_\_\_

Print Name:

\_\_\_\_\_

Shelton Landscape Selection Criteria:

#1) Please see the attached Letter

#2) We use a traditional top down management approach. The Designer/Salesman in charge of your proposal/estimate, will be the person in charge of the account. She will be responsible for scheduling the project, designing the plant layouts, and ordering the materials. Once the project is scheduled, she will be in charge of running the crew, explaining the project, and making sure that the scope of work is completed. Once the work is completed, she will have the office manager send the bill. The designer/salesman will be your direct line of communication.

#3) Shelton Landscape uses multiple hiring processes. American Citizens and legal immigrants are hired through traditional hiring process of applications, resumes, and interviews. For the seasonal influx of work, we use the H2B program.

#4) See proposal for the price for instances. We will bill upon completion of projects, so a minimum of 2 per year. If additional work is requested, that will be billed upon completion as well.

#6) Sybergs Family of Restaurants – Attention Kirk Syberg, Owner (314) 757-9500

City of Arnold, Mo – Attention Judy Wagner, Director of Public Works

(636) 282-6650



# SHELTON

Landscape & Maintenance



Shelton Landscape & Maintenance has been serving the metro St. Louis Area for over 40 years. We are a fully licensed and insured, full-service landscape company. Exceeding our customer's expectations has been key to our success. Our reputation speaks for itself, and is built upon:

- Honesty and trust
- 100% Customer satisfaction
- Quality workmanship and products
- Competitive pricing
- Repeat customers and referrals

As we continue to grow and ensure a stable foundation for Shelton's future success, please allow one of our great designers to turn your outdoors into a space you can enjoy and be proud of.

Be sure to visit our website at [www.shelton-landscape.com](http://www.shelton-landscape.com) for more information and examples of our work. We are located near Highway 55 and Highway 141, at 1515 Lonedell Industrial Court, Arnold, MO 63010.

We would love to add your name to our list of very satisfied customers, and allow you more time to relax. Thank you for considering Shelton Landscape & Maintenance. We are here if you need us!

*Scott Shelton*  
Scott Shelton  
President

*Clay Deschler*  
Clay Deschler  
Co-Owner

**Save Time & Enjoy  
Your Weekend...  
Leave the Hard  
Work to Shelton!**

- Landscape Design
- Retaining Walls
- Boulder Walls
- Paver Hardscapes
- Landscape Lighting
- Water Features
- Custom Decks
- Landscape Maintenance
- Lawn Maintenance
- Snow Removal