

A RESOLUTION OF THE CITY OF CHESTERFIELD, MISSOURI TO PERMIT THE CITY OF BALLWIN, MISSOURI TO INSTALL A LICENSE PLATE RECOGNITION CAMERA WITHIN THE MUNICIPAL BOUNDARIES OF THE CITY OF CHESTERFIELD.

WHEREAS, the City of Chesterfield, Missouri (the "City") received a request from the City of Ballwin, Missouri ("Ballwin") to place a license plate recognition camera within the City's municipal boundaries at the intersection of Clayton, Henry, and Schoettler Roads; and,

WHEREAS, the City has no objection to Ballwin placing a license plate recognition camera within the City's municipal boundaries; and,

WHEREAS, the City has previously installed its own license plate recognition cameras within the City's municipal boundaries and finds that the installation of license plate recognition cameras has benefited the public health, safety, and welfare; and,

WHEREAS, the City Council believes that Ballwin's installation of a license plate recognition camera in the municipal boundaries of the City would enhance the public health, safety, and welfare of citizens of both the City and Ballwin.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF CHESTERFIELD, MISSOURI, AS FOLLOWS:

1. The City Council hereby states that the City has no objection to the City of Ballwin, Missouri installing a license plate recognition camera at the intersection of Clayton, Henry, and Schoettler Roads and the City agrees to waive any associated costs and/or permits that would be required by the City.
2. Nothing herein is intended to relieve Ballwin of any terms and conditions of St. Louis County including any permitting requirements within the St. Louis County right-of-way. The City is not a party to any agreement, including but not limited to, any agreement to maintain any right-of-way.
3. This Resolution shall be in full force and effect from and after its passage and approval.

Passed and adopted this 5TH day of September, 2023.

Bob Patton
Presiding Officer

Bob Patton
Mayor

Attest:

Vickie McBound
City Clerk

The following is a step-by-step procedure that any municipality within St. Louis County can follow to obtain a permit allowing the installation of License Plate Recognition Cameras with County maintained right of ways.

Step 1

The Municipality, their consultant or contractor shall submit plans along with a Special Use Permit Application to St. Louis County's Civil Plan Review Section. The following items will need to be provided or detailed in the plans and permit application.

1. Exact Location of each license plate recognition (LPR) camera proposed to be installed. The locations will be conceptually evaluated using the following criteria:
 - a. Are the cameras entirely within the city limits of the municipality requesting the cameras?
 - b. Are the cameras used solely for LPR purposes?
 - c. Is the requested camera location a duplication of existing LPR cameras previously installed within the County's right of way?
 - d. Does the LPR camera adversely affect any mode of transportation or mobility?
 - e. Has this request for an LRP camera originated from a subdivision? If yes, the Subdivision must submit their request through the municipality.
2. Detailing how the camera will be installed to ensure the installation meets County standards.

If these criteria are met, the County will provide conceptual approval of the submitted plans.

Step 2

After the County has given conceptual approval of the plans submitted, the County will draft an Agreement for the installation, operation, and maintenance of the LPR cameras requested. The Agreement will be submitted to the City for execution prior to execution by the appropriate County officials.

In an effort to streamline the process, the City should submit the following information and documentation along with the plans and permit application:

1. Contact information for three individuals to sign the Agreement on behalf of the City. The three individuals are typically the Mayor/City Manager, the City Clerk, and the City Attorney. The contact information shall include their full legal name, title, phone number and email address. The County will utilize the DocuSign program to facilitate the execution of this Agreement.

2. An ordinance, statute or other legal document that state the three individuals have the authority to execute this Agreement on behalf of the City.

Step 3

To complete the permit, the Municipality, their consultant, or contractor shall submit all additional standard special use permit materials such as certificate of insurance.

Step 4

Once Step one, two and three are completed in their entirety, the Municipality, their consultant, or contractor will be issued a permit after payment of all applicable fees associated with the permit process.

Step 5

The Municipality, their consultant or contractor can then have the LPR camera(s) installed in compliance with the Special Use Permit.