

**MONDAY, MARCH 20, 2023 7:00 P.M.**  
**BOARD OF ALDERMEN**  
**MINUTES**

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MAYOR MIKE WILCOX

ALDERMAN PAUL ROETTGER

ALDERMAN AARON NAUMAN

ALDERMAN LISA CAPSHAW CUSHING

ALDERMAN BERRY LANE

ALDERMAN TONY ROBERTS

ALDERMAN SARAH VITALE

CITY ATTORNEY, JIM HETLAGE  
CITY ADMINISTRATOR, BEN DECLUE  
DEPUTY CITY CLERK, JOANNE CARR

MEETING CALLED TO ORDER

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The meeting was called to order at 7:00 PM by Mayor Wilcox.

ROLL CALL

Present: Alderman Roettger, Alderman Nauman,  
Alderman Capshaw Cushing, Alderman Vitale

Absent: Alderman Lane, Alderman Roberts

Present: Chief Jeff Beaton

APPROVAL OF THE AGENDA

Mayor Wilcox asked if there were any changes to the March 20, 2023 meeting agenda. There were none. Alderman Nauman approved the agenda. Alderman Roettger seconded the motion which was unanimously approved.

APPROVAL OF THE MINUTES FROM MARCH 6, 2023 MEETING

Mayor Wilcox asked if there were any changes or corrections to the Board minutes from the March 6, 2023 meeting. There were none. Alderman Roettger moved approval of the minutes. Alderman Nauman seconded the motion, which was unanimously approved.

CITIZEN COMMENTS

None

TRESURER'S REPORT- FEBRUARY 2023

Mr. DeClue reported that the city continued to move forward with stable to good numbers, noting that nothing out of the ordinary transpired during the month of February. Mr. DeClue stated that he and Mr. Lawrence had been looking for good investment opportunities and moved a CD to Cadence Bank, adding that it was an 18-month CD. Mr. DeClue noted that they had only looked at stable markets at institutions that did not exceed FDIC limits.

## ORDINANCES FOR FIRST READING

### B11-23 AN ORDINANCE AMENDING SECTION 400.010 OF THE MUNICIPAL CODE OF ORDINANCES OF THE CITY OF GLENDALE, MISSOURI, REGARDING CHANGES IN DEFINITIONS RELATED TO THE CITY'S REVISED ARCHITECTURAL REVIEW BOARD GUIDELINES

Alderman Nauman moved approval of the first reading of Ordinance B11-23. Alderman Capshaw Cushing seconded the motion.

Mr. DeClue stated that this Ordinance was generated following two separate meetings held by the ARB; March 8<sup>th</sup> and March 14, 2023 and was essential to the new guidelines which when changed need to be aligned with the zoning code. Mr. DeClue noted that the Ordinance indicates the changes adding that things like balcony, trees, adjusted gross area are listed and generally will eliminate grey areas in the zoning code.

Mayor Wilcox noted that there would be a public hearing on April 3, 2023 to allow for discussions if necessary.

Alderman Nauman asked if applicants would come to City Hall. Mr. DeClue stated that will continue to do so and added that the website will be changed, a new application will be generated, and a full copy of the guidelines will be uploaded to the site. It was noted that a full set of guidelines will be uploaded to the website and added that currently, the old language was still in place. Mr. DeClue stated that the zoning code would change along with the guidelines once everything is approved. Mr. DeClue stated that there would be no ARB meetings in April.

Mayor Wilcox asked if there were any additional questions or comments. There were none.

Mayor Wilcox called for a voice vote which was unanimously approved.

Mr. DeClue read this ordinance by caption only.

This ordinance was tabled for the next meeting.

### B12-23 AN ORDINANCE AMENDING SECTIONS 535.040, 535.070, 535.080, 535.090 AND 535.150 OF CHAPTER 535 OF TITLE V OF THE MUNICIPAL CODE OF ORDINANCES OF THE CITY OF GLENDALE, MISSOURI, REGARDING ARCHITECTURAL REVIEW BOARD PROCEDURES AND ADOPTION OF REVISED ARCHITECTURAL REVIEW BOARD GUIDELINES

Alderman Nauman moved approval of the first reading of Ordinance B12-23. Alderman Capshaw Cushing seconded the motion.

Mr. DeClue again reported that this ordinance related to the substantial changes made to the ARB guidelines adding that it was an entire new booklet developed by ARB and Board of Aldermen during the last two years. Mr. DeClue reported that the ARB were all volunteers,

noted that Glendale was fortunate that they worked so hard with complex issues and added that 82 pages were written highlighting new rules and examples of construction requirements. Mr. DeClue stated that some of the changes included higher standards to meet impervious coverage on the lot and in the yard, others revisions include a reduction to the FAR, which will be .25% for lots 8000 sq. ft. or less and .30% for all other lots. Mr. DeClue stated that there was a slight increase for larger lots which can accommodate the increase. Mr. DeClue stated that the guidelines would eliminate some subjectivity, adding that it was a long process.

Mayor Wilcox stated that the ARB worked on the guidelines for two years, adding that the two Boards had a few workshops and noted that it was not completely understandable from a laymen's point of view and asked Mr. DeClue if there was anything in the guidelines that might create major questions in the future.

Mr. DeClue stated that he had a suspicion that there would be further discussions in the future about the lowest FAR value in a year from now but noted that the submission was really good and would create a thoughtfully designed home or it will turn the key off on development in Glendale. Mr. DeClue stated that medium to large lots will continue to be remodeled and possibly less so on small lots and countered that the city may not see any need for changes going forward. Mr. DeClue stated the majority of the guidelines include items that the county has always wanted, adding that drainage was clarified. Mr. DeClue stated that the onus was on the people making the designs and noted that it was exciting in that sense, noting that using the level of detail provided in the guidelines could make Glendale a leader in architectural improvements and neighborhood character.

It was noted that there were changes related to materials and the question was asked whether there were any legal rules about materials. Mr. DeClue noted that the City of Clayton required brick to be used on all new construction but added that there was always the ability to make changes noting that there were many tools available to address any needs for changes in the future.

Mr. Hetlage stated that everyone has read the guidelines and added that it was important that the Board wanted to move forward.

Alderman Roettger asked about builders. Mr. DeClue stated that the city worked closely with builders and give them the draft document when requested.

Alderman Nauman stated that the ARB accomplished what was important to him, noting that the preservation of Glendale's housing stock, consideration of stormwater issues, tree preservation and materials, etc., will be 80 pages of guidelines which all will be codified, making it easier to change if necessary. Alderman Nauman noted that 2014 was the last time anything was changed.

Alderman Vitale asked if these guidelines would affect the zoning requirements for apartments. Mr. Hetlage stated that there were no multifamily units addressed in these guidelines. Mr. Hetlage stated that there were some areas in Glendale where it was appropriate adding that the city did not need to change that.

Mayor Wilcox asked if there were any additional questions or comments. There were none.

Mayor Wilcox called for a voice vote which was unanimously approved.

Mr. DeClue read the ordinance by caption only.

This ordinance was tabled for the next meeting.

## RESOLUTIONS

R08-23 A RESOLUTION AUTHORIZING THE EXECUTION OF A SUPPLEMENTAL COOPERATIVE AGREEMENT WITH ST. LOUIS COUNTY WHICH INCORPORATES CONSOLIDATED PLAN OF ST. LOUIS COUNTY AND SETS FORTH THE TERMS AND CONDITIONS FOR CONTINUED PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AS ADMINISTERED THROUGH ST. LOUIS COUNTY

Alderman Nauman moved approval of the reading of Resolution R08-23. Alderman Roettger seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue reported that the city needed to review this ordinance every year, adding that it is a requirement by St. Louis County to allow for cities to opt out of program if necessary. Mr. DeClue stated that he did not know of any municipalities that have opted out and added that the approval of the resolution will keep Glendale in the program. Mr. DeClue noted that the city did not need to track the type of housing as in other municipalities, but the grant money is used on an individual basis. Mr. DeClue stated that the city did not have many applicants, but the grant equals \$7,500.00 and as part of an agreement with CDBG department, a homeowner must agree to stay in the home for 5 years or make repayment of the entire amount of funds.

Mayor Wilcox asked if there were any additional comments or questions. There were none.

Mayor Wilcox called for a voice vote which was unanimously approved.

R09-23 A RESOLUTION PROCLAIMING THE FOURTEENTH OF APRIL 2023, AS ARBOR DAY IN THE CITY OF GLENDALE

Alderman Nauman moved approval of the reading of Resolution R09-23. Alderman Roettger seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue reported that this resolution is required to be part of the Tree City USA certification, adding that the city usually aligns with the National Arbor day which is the last Friday in April. Mr. DeClue stated that this year, Glendale's Arbor Day will be

celebrated April 14<sup>th</sup> which will align with the local Tree City USA luncheon along with a tree planting celebration on site recognizing Don Baumstark, our retired Forester. A tree will be planted, a plaque will be awarded for Mr. Baumstark's years of service. Mr. DeClue reported that Board members were welcome to attend the luncheon; however, only 4 tickets were available. Mayor Wilcox stated that he would like to attend.

Mayor Wilcox asked if there were any additional comments or questions. There were none.

Mayor Wilcox called for a voice vote which was unanimously approved.

R10-23 A RESOLUTION PROJECTING NON-BINDING TAX LEVY RATES  
PURSUANT TO RSMo 137.243

Alderman Roettger moved approval of the reading of Resolution R10-23. Alderman Nauman seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue reported that this resolution declared the non-binding projected tax levy for 2023 for each of the taxes set by the City, each of which are the same as last year's rates and represent the tax ceiling. Mr. DeClue noted that the non-binding projected tax levy for each taxing jurisdiction will be used to provide taxpayers with a Notice of Projected Tax Liability.

Mr. DeClue stated that these rates were non-binding and further information would be available in September which would allow the City to make an informed decision on the appropriate levy necessary to maintain the Board's level of service and fiduciary responsibility. Mr. DeClue noted that Mr. Hetlage stated that a State statute required the city issue a resolution reporting the numbers. Mr. DeClue also noted that most cities use last year's numbers and added the Mr. Lawrence calculated out the latest numbers.

Mayor Wilcox asked if there were any additional comments or questions. There were none.

Mayor Wilcox called for a voice vote which was unanimously approved.

## REPORTS

### Mr. DeClue

Mr. DeClue reported that the generator would be commissioned tomorrow, powered up and powered down tomorrow as a test and added that the city would remain with power throughout the workday. Mr. DeClue stated that this testing would complete the successful project, which corrected the drainage problems behind the building and replaced the broken generator. Mr. DeClue stated that Mr. Jones will continue to work with contractors concerning the tuckpointing. Mr. DeClue reported that there would be a new fence in the back of the building, noted that there were questions about ownership of the old fence and added that the new estimates for the fence were lower than estimates received during the COVID year. The fence request should be presented in May, 2023.

Chief Beaton reported that he had been working on code enforcement issues related to 945 Glenbrook and was working with the County and the attorney to resolve the ongoing issues including abandoned cars and the damaged soffit. With regard to 42 Southridge, Chief Beaton stated that the men's group from his church in Valley Park and from Mary Queen of Peace have agreed to help clean up the home, adding that the homeowner was agreeable to this help. Chief Beaton stated that 15 to 25 men would be available to clear the yard of honeysuckle, weeds, and overgrown shrubs, and front the money to repair/replace support posts for the porch and stairs, and work on scraping and painting the house. Chief Beaton stated that it would take a few weekends to get it all done. Chief Beaton reported that the home owner was on a fixed income and had been hesitant about applying for a CDBG grant, did not want liens on her home and was grateful for all the help. Chief Beaton stated the interior would be reviewed later, once the outside is complete.

Chief Beaton stated that some home citations were underway and being monitored but added that the above two were the most serious homes problems in Glendale.

Chief Beaton reported that the Police Department budgeted for two part-time positions for records clerk and noted that their clerk was doing a great job. Chief Beaton asked that the second position that has been held for a second records clerk be switched to a part-time code enforcement position, adding that it may be a retired detective. Chief Beaton stated that it would be a benefit for the city and allow our officers to do more police work. Chief Beaton stated that other cities have a specific person adding that Oakland had someone. Mayor Wilcox stated that they had a wonderful person working for them who recently retired and instead, hired a St. Louis County service to take their place. Chief Beaton stated that the currently, the County was busy and shorthanded adding that if Glendale own person, quicker progress could be made by keeping a daily presence in the city. Chief Beaton stated that the employee would work regular days with a regular schedule, dedicated to code violations. Chief Beaton stated that law enforcement would not end but would support the position.

Mr. DeClue also reported that he was working with Lochmueller Group on the stormwater ordinance, adding that the best course of action would be to budget the money paid out by MSD, \$24,000 annual allotment, and continue to budget in that way for the \$90,000.00 expenditure proposed by Lochmueller which would be most economical. Mr. DeClue stated that the next step with getting storm water under control noting that it was not defined in our code or strong in the county code but added that this will help us manage the problems moving forward along with the ARB guidelines. Mr. DeClue also stated that Mr. Jones had a task order for a street master plan which would include with sidewalks and would also tap grant funding. Mr. DeClue reported that our new Social Media person, Alex Darmody, had already started and was doing a great job.

#### Alderman Roettger

Alderman Roettger asked about the Glendale Chrysler meeting scheduled for Wednesday. Mr. DeClue stated that the Plan Commission would meet to hear Glendale Chrysler's presentation to amend their previous SUP plan and included abandoning the retaining wall, would limit tree removal to 20 trees, redesigned the fence to be built, keep the hillside intact, modified the size of

the storage building, and included a new sound study for the car wash. Glendale Chrysler believes that the sound study complies with sound requirements and added that there will be an on-site meeting scheduled open to the public following the Plan Commission meeting which schedule will be widely shared with neighbors. The Plan Commission will make a recommendation to the Board of Aldermen following their initial review as experts and look to the BOA for a final decision. Mr. DeClue stated that he would reach out to Ms. Roper about these issues to prepare her once she is elected Alderman.

Mayor Wilcox asked about the adjoining property Glendale Chrysler recently purchased. Mr. DeClue stated that on a short-term basis, they will leave the property as is, and eventually tear all the buildings down for probable use as truck/trailer parking. Mayor Wilcox asked if it would make sense to move the car wash there. Mr. DeClue agreed that it made sense, but noted that complete details had not been received yet.

It was noted that MoDot was making use of parking space with their easement for sidewalk on Manchester Rd. thereby creating the need for parking relief somewhere on the existing Glendale Chrysler lot. Mr. DeClue added that the buildings were not tenable due to a water pipe burst which damaged the building due to freezing.

Alderman Vitale

Alderman Vitale thanked Mr. Hetlage for clarifying the codes for apartments with regard to the new guidelines. Alderman Vitale noted that the city was inclusive of everyone, adding that the height issue was a concern, as well as the size of a possible apartment.

Alderman Lane

None

Alderman Capshaw Cushing

None

Alderman Roberts

None

Alderman Nauman

Alderman Nauman understood that Flok cameras caught a crime ring through a Dierberg's camera located in their grocery store lot. Chief Beaton stated that Dierberg's place Flok cameras at all their locations and added that the city has access to them. Chief Beaton stated that if Glendale had a crime trend, the Flok would share the movement of the particular vehicle(s).

Chief Beaton stated that the second Flok pole scheduled for Glendale had experienced a delay due to an alteration needed for the solar panel. Chief Beaton stated that he was working with Ameren who was delayed as well as weather delays. Chief Beaton stated that he would keep the Board updated, noting that it was a valuable program. Chief Beaton also stated that Frederick Lane will be adding a Flok camera and will let us know if they need assistance from the City.

Alderman Nauman asked if there was anything new with Jazzfest. There was nothing to report at this time.

Jim Hetlage

None

Chief Beaton

Mayor Wilcox

Mayor Wilcox reported on the loss suffered by one of the City's refuse drivers, Patrick Mack, whose daughter was killed due to a domestic situation. Mayor Wilcox noted that someone had been arrested. Mayor Wilcox also noted that a GoFundMe page was initiated and would be running in the next few days organized by local residents.

#### ADJOURNMENT

Alderman Nauman moved to adjourn the meeting, seconded by Alderman Roettger. The motion was unanimously approved.

These minutes are approved as submitted this 3rd day of April, 2023

Joanne Carr  
Deputy City Clerk