



**MINUTES**  
**BOARD OF ALDERMEN MEETING**  
**NOVEMBER 4, 2024 –7:00 p.m.**

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**CALL TO ORDER**

A meeting of the Board of Aldermen of the City of Glendale was held on Monday, November 4, 2024. Mayor Wilcox presided and called the meeting to order at 7:02 p.m.

**PLEDGE OF ALLEGIANCE**

Mayor Wilcox led the Pledge of Allegiance.

**ROLL CALL**

Aldermen Present

Aldermen Absent

Alderman Nauman  
Alderman Roberts  
Alderman Capshaw Cushing  
Alderman Kayser  
Alderman Roettger

Alderman Lane

Also present were: Frank Johnson, City Administrator; Jim Hetlage, City Attorney; Terry Jones, Public Works Superintendent; Jeff Beaton, Police Chief; Dan Lawrence, Finance Director; Matt Hawkins, Fire Captain; and Gabby Macaluso, Deputy City Clerk.

**APPROVAL OF AGENDA**

Moved by Alderman Roettger, seconded by Alderman Capshaw Cushing and unanimously carried, to approve the agenda as submitted.

**APPROVAL OF MINUTES**

Moved by Alderman Roettger, seconded by Alderman Kayser and unanimously carried, to approve the regular meeting minutes of October 21, 2024.

**CITIZEN COMMENTS**

Resident and City Forester Andrew Haskenhoff stated before the Board of Aldermen that he would like to see sidewalks added to Brownell Ave.

**PRESENTATIONS**

Keith Slusser with Fick, Eggemeyer and Williamson Certified Public Accountants (FEW) reported on the City’s FY2023-24 Audit. He noted that the he did most of the field work in September, but the completion and presentation of the audit doesn’t occur until November when the Missouri Local Government Employees Retirement System (LAGERS) releases their actuarial evaluation. FEW had an unmodified opinion on the audit, which he notes is desirable.

**RESOLUTIONS**

**R34-24 – Election of Officers**

Resolution 34-24 was introduced, a resolution calling for the election of officers to serve the City of Glendale, Missouri, as mayor and Aldermen from each of the City’s three wards; setting terms of office, declaring

filing dates and time for such municipal offices, and establishing dates and polling hours for the Election Day.

City Administrator Frank Johnson reported that this is a standard resolution that the City needs to pass to file for the 2025 municipal election.

Moved by Alderman Nauman and seconded by Alderman Capshaw Cushing and unanimously carried to approve Resolution 34-24.

**R35-24 – Contract with CJ Saliga & Co.**

Resolution 35-24 was introduced, a resolution authorizing a contract with CJ Seliga & Co. for the purchase and installation of a new HVAC unit for the public works building located at 721 Bismark Ave.

City Administrator Frank Johnson reported that the existing HVAC unit at the public works building is of a significant age, is no longer operating optimally and required expensive recent repairs. CJ Seliga & Co. provided the most cost-effective bid which includes the removal of existing equipment, installation of new equipment, and warranties on parts and labor.

Moved by Alderman Nauman and seconded by Alderman Roettger and unanimously carried to approve Resolution 35-24.

**Public Hearing – Zoning Code Amendments**

Mayor Wilcox opened the public hearing regarding zoning amendments to sections of the Glendale Municipal Zoning Code at 7:12. City Administrator Frank Johnson explained that the amendments are necessary for the zoning code to align with the proposed new Architecture Review Board (ARB) guidelines, which are before the Board of Aldermen for approval.

Changes include updates to definitions and terms, most significantly the terms Floor Area Ratio (FAR) and the impervious surface limits. Adding these terms will make them applicable to all properties, not just those before the ARB for project review. Current properties will be grandfathered in, so new standards are applicable to new construction or additions to existing structures.

Mayor Wilcox asked for public comment and resident Laurie Harper of 1018 Glenbrook expressed appreciation for the ARB's work on putting together the new guidelines. She asked if someone were to install a pool or new basketball court, would it impact the impervious surface limitations of the property?

Mr. Johnson explained that it would impact the impervious surface limitations and that the City is working with its engineer to establish

some updated grading permit requirements that would address property modifications like pools and paved surfaces.

Ms. Harper asked if the Lochmueller Group’s stormwater master plan implementation is continuing. Mr. Johnson explained that three of the projects proposed in the master plan have been included in the proposed street and stormwater bond projects. The list of projects have also been sent to the Metropolitan Sewer District (MSD) for review and some have been identified by MSD as projects eligible for funding moving forward.

Ms. Harper also asked if the monitoring of compliance with the new ARB guidelines for construction projects would be addressed by the City if the new guidelines were approved. Mr. Johnson noted that the construction permits and inspections are still going through St. Louis County and the City’s code enforcement officer will enforce property code violations.

Alderman Roberts asked Ms. Harper if she had other concerns about the ARB guidelines. She noted the issues with 993 Glenbrook’s construction with a builder who didn’t comply with approved plans. She wants adherence to the new ARB guidelines to be a priority.

There were no other public comments, and Mayor Wilcox declared the public hearing closed at 7:20 p.m.

## **ORDINANCES FOR FIRST READING**

**Bill 22-24** – Municipal Code Amendments (Assigned Ord. No. 22-24)

Bill 22-24 was introduced, an ordinance amending sections of 400.010, 400.140, and 400.190 of the municipal code of ordinances of the City of Glendale, Missouri, regarding changes in definitions in the zoning code related to the City’s revised architectural review guidelines and amendments to the R-1 and R-2 area regulations.

Moved by Alderman Nauman and seconded by Alderman Capshaw Cushing, and not unanimously carried, to approve the first reading of Bill 22-24 by title only.

City Administrator Frank Johnson reported that the zoning code changes consist of technical changes. The most substantial changes include the definition of Floor Area Ratio (FAR) and impervious surface limits. FAR would now include space conditioned to serve as a living space.

The code changes also establish that the FAR and impervious surface limits apply to the R-1 and R-2 zoning districts. Impervious surface limits would apply to the property itself, patios, swimming pools, etc.

Mayor Wilcox requested a roll call vote for the first reading of Bill 22-24 because the reading was not unanimously approved. The vote thereon was as follows:

Alderman Nauman	“Yes”
Alderman Roberts	“No”
Alderman Capshaw Cushing	“Yes”
Alderman Lane	Absent
Alderman Kayser	“Yes”
Alderman Roettger	“Yes”

**Bill 23-24 – Zoning Code Amendments Pertaining to Architectural Review Guidelines (Assigned Ord. No. 23-24)**

Bill 23-24 was introduced, an ordinance amending section 535.150 of the Glendale Municipal Code pertaining to Architectural Review Guidelines.

Moved by Alderman Nauman and seconded by Alderman Capshaw Cushing, and not unanimously carried, to approve the first reading of Bill 23-24 by title only.

City Administrator Frank Johnson reported that the proposed ordinance would adopt the new Architectural Review Board guidelines as part of the City’s zoning code. He recommends that projects currently under ARB review would be subjected to the current guidelines. Mr. Johnson notes that ARB chairman John Fernhoff is at the meeting in case the board members have questions.

Mayor Wilcox asked Mr. Johnson to outline some of the bigger changes. Mr. Johnson noted the following elements.

- The ARB would require more detailed plans for proposed projects. Material samples would be required for siding, roofs and other elements that diverge from the existing design.
- Neighborhood characteristics would be a factor in project approval. The ARB will consider architectural trends in the neighborhoods.
- Scale definition would be achieved through Floor Area Ratio (FAR), height requirements, impervious surface cover limits.
- Site design guidelines would include property grading, overall sight design, drainage, and stormwater flow and mitigation on site.
- Landscape design must account for tree protections, especially for heritage trees.
- Architectural design requirements discourage front-facing garages and limit driveway width.

ARB Chairman Fernhoff was recognized to speak. He explained that the City needs more limits to guide architectural review of new construction and additions to preserve neighborhood character. He noted that he wishes the City could hire a full-time construction inspector to monitor

building projects to ensure compliance with the ARB guidelines during construction. He also stresses that the guidelines are a living, breathing document that can be changed as necessary.

Alderman Roberts asked if the City received feedback from the Home Builders Association (HBA). Mayor Wilcox noted that he met with the HBA and they understood the City’s concerns about the scale of new homes needing to be compatible with the neighborhood’s trends and lot sizes. Mayor Wilcox noted that the HBA did have concerns about the FAR, but they were on-board with water mitigation efforts.

City Forester Andrew Haskenhoff was recognized to speak. He expressed concerns about water mitigation requirements in the proposed new guidelines being too stringent and problematic for the Home Builders Association. He also voiced concerns about the potentially negative impact of water mitigation practices on trees. He asked when the tree study is applicable to projects and Mr. Johnson explained that they may be waived for projects involving additions by the City Administrator, but they are required for new construction.

Alderman Kayser voiced concerns regarding unintended consequences of requiring rear-facing garages and the need for longer driveways to access them as it related to creating more impervious surfaces and stormwater issues.

ARB member Reed Voorhees was recognized to speak. He stressed that the ARB always works with builders to create high-quality projects.

Mayor Wilcox requested a roll call vote for Bill 23-24 because it was not unanimously approved. The vote thereon was as follows:

Alderman Nauman	“Yes”
Alderman Roberts	“No”
Alderman Capshaw Cushing	“Yes”
Alderman Lane	Absent
Alderman Kayser	“Yes”
Alderman Roettger	“Yes”

**Bill 24-24 – Intergovernmental Agreement for Firefighter Training (Assigned Ord. No. 24-24)**

Bill 24-24 was introduced, an ordinance authorizing the execution of an intergovernmental agreement for firefighter training with the West County EMS and Fire Protection District.

City Administrator Frank Johnson reported that the ordinance renews an existing agreement with the West County EMS and Fire Protection District for training at a tower facility. The agreement helps Glendale firefighters meet training hour requirements.

Moved by Alderman Nauman and seconded by Alderman Roettger and unanimously carried to approve the first reading of Bill 24-24 by title only.

**DISCUSSION – Streets, Sidewalks and Stormwater Bond Options**

City Administrator Frank Johnson noted that at the previous Board of Aldermen meeting, members requested a slightly modified option that includes sidewalk work along Venneman Ave. He presented this new option, noting the total cost would be approximately \$18 million. This excludes the sidewalk work along E. Essex Ave. to Berry Rd. and sidewalks along Brownell Ave. The estimated cost per household would be slightly higher than \$258 per year per average single-family home. The modified option, referred to as Option 1B, is summarized as:

- Includes all street and stormwater improvement projects
- Includes repair/replacement work to existing sidewalks and construction of new sidewalks along Chelsea Ave., Alexandra Ave., and Venneman Ave.
- Excludes costs to construct new sidewalks along E. Essex Ave. between N. Sappington Rd. and N. Berry Rd.
- Excludes cost to extend sidewalk along south side of Brownell Ave to Idlewild Place.
- Total Cost: \$18,178,000

Alderman Nauman asked why the Brownell Ave. sidewalks were excluded from the project. Public Works Superintendent Terry Jones said to trim costs from the overall bond issue. He noted that the Brownell Ave. sidewalk project could be accomplished as a Capital Improvement Project.

Moved by Alderman Nauman and seconded by Alderman Roettger, and unanimously carried to approve Streets, Sidewalks and Stormwater Bond Option 1B.

**CITY ADMIN. REPORT**

Mr. Johnson explained that he continues to work with St. Louis County to understand their permitting and inspection process more clearly. He will present these findings with the Board of Alderman. Other updates include:

- City newsletters should be arriving in mailboxes soon. Digital copies will go out later in the week.
- Recruitment for the Communications Coordinator position continues.
- H3 provided a draft update of the City's comprehensive plan. The next step will be the Steering Committee meeting to get their feedback on the plan.

- Special Use Permit Amendment on behalf of the Glendale Chrysler will be before the Board of Aldermen for consideration at the November 18 meeting.

## **ALDERMEN COMMENTS**

Alderman Capshaw Cushing and Alderman Roberts thanked the ARB for their work on the new guidelines.

Alderman Nauman noted that he was contacted by a resident on Glenbrook concerned about creeping bamboo and the lack of an ordinance banning it. He said we would reach out to Mr. Jones about solutions and drafting new guidelines.

## **ADJOURN**

Moved by Alderman Nauman, seconded by Alderman Capshaw Cushing, and unanimously carried to adjourn the meeting at 8:33 p.m.