



**NOTICE OF PUBLIC MEETING
JANUARY 7, 2025 – 7:00 P.M.
BOARD OF ALDERMEN MEETING
TENTATIVE AGENDA**

- I. MEETING CALLED TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. APPROVAL OF DECEMBER 2, 2024 MINUTES
- V. CITIZEN COMMENTS
- VI. RESOLUTIONS
 - R01-25 A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH VISTA COUNSELING LLC FOR LAW ENFORCEMENT COUNSELING SERVICES
- VII. ORDINANCES FOR FIRST READING
 - B01-25 AN ORDINANCE AMENDING SECTION 300.010 OF THE GLENDALE MUNICIPAL CODE PERTAINING TO ALL-TERRAIN VEHICLES AND UTILITY VEHICLES
 - B02-25 AN ORDINANCE AMENDING CHAPTER IX OF THE CITY PERSONNEL POLICY MANUAL REGARDING LEAVE POLICIES
- VIII. DISCUSSION ITEMS
 - a. “Blueprint Glendale” Comprehensive Plan Update
 - b. Upcoming Boards and Commission Appointments
- IX. ADJOURNMENT
- X. EXECUTIVE SESSION

Notice is hereby given that, subject to a motion duly made and adopted, the Board of Aldermen will hold a closed meeting pursuant to (i) RSMo Section 610.021(1) for the purpose of dealing with matters relating to privileged communications between the City’s representatives and its attorney; and (ii) Section 610.021(9) preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups.

Frank Johnson
City Administrator

Posted 12:00 P.M. January 6, 2024



MINUTES
BOARD OF ALDERMEN MEETING
DECEMBER 2, 2024 –7:00 p.m.

CALL TO ORDER

A meeting of the Board of Aldermen of the City of Glendale was held on Monday, December 2, 2024. Mayor Wilcox presided and called the meeting to order at 7:00 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 Lane
Alderman Kayser
Alderman Roettger

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

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Moved by Alderman Nauman, seconded by Alderman Lane and unanimously carried, to approve the regular meeting minutes of November 18, 2024.

CITIZEN COMMENTS

Resident Kate Jamieson of 1301 Glendale Gardens Dr. stated that as president of the Glendale Gardens Condo Association she was reviewing the plans for the new parking lot at the Glendale Chrysler Dealership and noticed that the southeast corner of the lot only shows grass. She would like to see trees or shrubs added to the plan to ensure that the view of the new parking lot will be screened from the Glendale Gardens Condos.

RESOLUTIONS

R37-24 – Site Improvement Plan for Vehicle Storage Lot

Resolution 37-24 was introduced, a resolution approving the site improvement plans for a vehicle storage lot at 10088 Manchester Road submitted on behalf of Merlo Automotive Group, Inc.

City Administrator Frank Johnson noted that following the feedback provided at the November 13, 2024 Plan Commission meeting and the public hearing at the November 18, 2024 Board of Aldermen meeting regarding the vehicle

storage lot plans and the associated changes to Glendale Chrysler's Special Use Permit (SUP), the applicant has revised the plans to include the following points. Mr. Johnson noted that Josh Barcus with Stock and Associates is available to answer questions.

- All construction traffic must enter and exit the site through Manchester Road.
- Adding two trees on the western side
- Adding stop signs at the entry and exist of the existing and revised connections of Glendale Gardens Dr. and the dealership's parking lots.

Alderman Nauman asked Mr. Barcus about adding trees to the southeast corner as per resident Kate Jamieson's public comment. Mr. Barcus explained that the fence along the southern property boundary would stay in place, but that the landscape review didn't request or require additional trees or landscaping. He noted that the southeast corner falls within public right-of-way and would need to be publicly maintained.

Alderman Nauman made a motion to amend Resolution 37-24 to include provisions for landscaping in the southeast corner of the property. The motion was seconded by Alderman Roberts.

City Attorney Jim Hetlage added the following language to the resolution: "As a condition to the Board's approval of the Site Improvement Plans, Applicant is required to provide enhanced landscaping in the southeast corner of the Property to establish a visual buffer between the vehicle storage lot and the Glendale Gardens Condominiums, which landscaping shall be subject to approval by the City Administrator."

The board unanimously approved the amendment to Resolution 37-24 and the updated resolution in its entirety.

ORDINANCES FOR SECOND READING AND FINAL APPROVAL

Bill 25-24 – Modified
Special Use Permit for Merlo
Automotive Group
(Assigned Ord. No. 25-24)

Bill 25-24 was introduced, an ordinance authorizing the issuance of a modified Special Use Permit to Merlo Automotive Group, Inc. for the expansion of a new car sales dealership and used car sales agency in conjunction therewith at 10070 Manchester Road and a vehicle storage lot at 10088 Manchester Road.

Moved by Alderman Nauman and seconded by Alderman Capshaw Cushing, and unanimously carried, to approve the second reading of Bill 25-24 by title only.

City Administrator Frank Johnson noted that at the previous meeting, there were requests for no parking signs on Glendale Gardens Drive. He stated that those would be addressed through the City’s parking traffic regulations and Glendale Police Department action.

Moved by Alderman Nauman, seconded by Alderman Roettger for final approval of Bill 25-24 by title only.

The vote thereon was as follows:

Alderman Nauman	“Yes”
Alderman Roberts	“Yes”
Alderman Capshaw Cushing	“Yes”
Alderman Lane	“Yes”
Alderman Kayser	“Yes”
Alderman Roettger	“Yes”

Bill 25-24 passed with 6 Aye, 0 Nay, 0 Absent

Bill 26-24 – Election for Issuing General Obligation Bonds (Assigned Ord. No. 26-24)

Bill 26-24 was introduced, an ordinance calling an election in the City of Glendale, Missouri, on the question of issuing general obligation bonds.

Moved by Alderman Lane and seconded by Alderman Capshaw Cushing, and unanimously carried, to approve the second reading of Bill 26-24 by title only.

City Administrator Frank Johnson reported that Martin Ghafoori with Stifel is in attendance to provide more information regarding the bond.

Mr. Ghafoori explained that the City currently has \$5.3 million in outstanding debt from the City’s previous bond issuance for the City Hall renovation and new firehouse in 2016. Stifel’s debt capacity analysis shows that the total debt that could be outstanding for the City is \$45 million. This is based on the fact that cities can carry debt up to 20% of their total assessed valuation. This leaves plenty of room to take on an additional \$18 million in debt to finance the roads and stormwater improvement projects.

The first issuance of debt would be for just under \$10 million with a 5% interest rate in June 2025. The remaining amount would be addressed through a second issuance in June 2028. The impact on residents would be 35 cents of increased tax levy. For a \$300,000 home, this would translate to an annual tax increase of just under \$200.

The board discussed the difficulty of determining the impact of St. Louis County’s new property tax freeze for seniors. Stifel will continue to monitor

the situation and the impact of the freeze on the forecasted debt repayment if the bond issue is passed by voters.

Moved by Alderman Lane, seconded by Alderman Capshaw Cushing for final approval of Bill 26-24.

The vote thereon was as follows:

Alderman Nauman	“Yes”
Alderman Roberts	“Yes”
Alderman Capshaw Cushing	“Yes”
Alderman Lane	“Yes”
Alderman Kayser	“Yes”
Alderman Roettger	“Yes”

Bill 26-24 passed with 6 Aye, 0 Nay, 0 Absent

Bill 27-24 – Repealing of Pet License Ordinances
(Assigned Ord. No. 27-24)

Bill 27-24 was introduced, an ordinance repealing sections 210.100 and 210.110 of the municipal code of ordinances of the City of Glendale, Missouri, regarding registration of dogs and cats with the city and issuance of pet licenses.

Moved by Alderman Lane and seconded by Alderman Nauman, and unanimously carried, to approve the second reading of Bill 27-24 by title only.

City Administrator Frank Johnson reported that the information collected by the licensing process is no longer needed with the prevalence of microchipping pets. The Glendale Police Department owns a chip reader making pet identification through this mechanism quick and convenient. Additionally, the revenue generated by the license is negligible.

Moved by Alderman Nuaman and seconded by Alderman Roettger, and unanimously carried, for final approval of Bill 27-24.

The vote thereon was as follows:

Alderman Nauman	“Yes”
Alderman Roberts	“Yes”
Alderman Capshaw Cushing	“Yes”
Alderman Lane	“Yes”
Alderman Kayser	“Yes”
Alderman Roettger	“Yes”

Bill 27-24 passed with 6 Aye, 0 Nay, 0 Absent

**ORDINANCES FOR
FIRST READING,
SECOND READING AND
FINAL APPROVAL**

Bill 28-24 – Agreement with St. Louis County for Emergency Communications (Assigned Ord. No. 28-24)

Bill 28-24 was introduced, an ordinance approving an agreement with St. Louis County, Missouri, acting for the St. Louis County Emergency Communications Commission, to allow the City of Glendale to continue participation in the county-wide emergency communications radio system.

Moved by Alderman Lane and seconded by Alderman Nauman, and unanimously carried, to approve the first reading of Bill 28-24 by title only.

Police Chief Jeff Beaton explained that the week prior St. Louis County contacted agencies letting them know that the agreement with the St. Louis County Emergency Communications Commission was set to expire on December 31, 2024 and that the agreement needed to be renewed before that point. He noted that the county-wide emergency communications radio system has greatly enhanced communications by enabling all agencies to communicate via one channel instead of multiple channels.

Moved by Alderman Lane and seconded by Alderman Nauman, and unanimously carried, to approve the second reading of Bil 28-24 by title only.

Moved by Alderman Lane and seconded by Alderman Roettger, and unanimously carried, for final approval of Bill 28-24.

The vote thereon was as follows:

Alderman Nauman	“Yes”
Alderman Roberts	“Yes”
Alderman Capshaw Cushing	“Yes”
Alderman Lane	“Yes”
Alderman Kayser	“Yes”
Alderman Roettger	“Yes”

Bill 28-24 passed with 6 Aye, 0 Nay, 0 Absent

REPORTS

Mr. Johnson reported that the City received a six month report from the City of Webster Groves regarding recreation memberships and facility usage as part of the City’s recreation services agreement. The report noted that 33 Glendale residents purchased memberships to the Webster Groves Community Center and 159 daily admission visits occurred.

The Glendale Summer Bash is scheduled for June 13 and the Firehouse Run will occur on March 23, 2025.

Alderman Roberts noted that March 23 falls within the Kirkwood School District's spring break. Staff was instructed to check on the availability of March 30 as an alternative date.

Deputy City Clerk Gabby Macaluso reported that the City's tree lighting event will occur on the upcoming Friday, December 6, with the lighting occurring at 6:30 p.m. and the winter market opening at 6:00 p.m.

She also noted that the Boards and Commissions Celebration of Service is scheduled for December 17 at 7:00 p.m. at the Algonquin Golf Club. She requested that board members RSVP if they have not yet done so.

**ALDERMEN
COMMENTS**

Alderman Kayser confirmed that the Kirkwood School District's spring break is March 17-24, 2025.

Alderman Lane complimented staff on the creation and quality of the printed newsletter. She expressed her condolences to former Mayor Schuster and his family regarding the passing of Mrs. Schuster.

Alderman Roberts thanked Mr. Jones and Captain Catlett for their treatment of the roads during the winter weather and weather updates, respectively.

ADJOURN

Moved by Alderman Nauman, seconded by Alderman Kayser, and unanimously carried to adjourn the meeting at 8:06 p.m.



Glendale Police Department Chief Jeffrey Beaton

Memo

To: City Administrator, Frank Johnson
From: Chief Jeffrey Beaton
CC: Mayor & Board of Aldermen
Date: December 2, 2024
Re: Police Officer Wellness Checks

City Administrator Johnson,

Per State of Missouri Statute 590.192 **“All peace officers shall be required to meet with a program service provider once every three to five years for a mental health check-in”** (see a copy of the State Statute attached).

I recently attended a Law Enforcement Officials of Greater St. Louis meeting where Vista Counseling, LLC presented on this particular statute. They are a counseling firm specializing in providing counseling services to law enforcement officers and other first responders.

I previously spoke with a representative from our EAP (Employee Assistance Program) in reference to providing these “mental health check-ins” however they have not been very responsive to committing to assisting with them as defined in the State Statute.

I have met with several other local police agencies who use Vista Counseling, LLC and they are very satisfied with their services. There is no official contract for providing these services, however the agreement is simply provided on a case-by-case basis for the price of \$70 per police officer for a 50-minute yearly wellness visit (see agreement attached).

These wellness visits are strictly confidential and in accordance with Missouri State Statute 590.192.

I respectfully request that we present a Resolution to the Glendale Board of Aldermen authorizing these services with Vista Counseling, LLC.

Respectfully,

Jeffrey Beaton

Chief Jeffrey Beaton

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT
WITH VISTA COUNSELING LLC FOR LAW ENFORCEMENT
COUNSELING SERVICES

WHEREAS, Missouri State Statute 590.192 requires that all peace officers shall be required to meet with a program service provider once every three to five years for a mental health check-in; and

WHEREAS, the City has determined that Vista Counseling is highly qualified to provide specialized counseling services to law enforcement officers and other first responders; and

WHEREAS, the cost for these services will be provided on a case-by-case basis for an agreed price of \$70 per police officer per 50-minute annual visit.

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

SECTION ONE: The Board of Alderman hereby authorizes the execution of an agreement with Vista Counseling to provide counseling services, attached hereto as Exhibit A.

SECTION TWO: This resolution shall become effective upon its passage.

This Resolution passed and approved this 6th day of January 2025.

ATTEST:

Michael A. Wilcox
Mayor

Frank Johnson
City Administrator/City Clerk



VISTA COUNSELING LLC

332 Jungermann Road, Suite B
St. Peters, MO 63376

11/12/2024

Chief Beaton,

Cost Summary of the Mandatory Wellness Visit and Special Circumstances Referral

- \$70 per 50-minute mandatory yearly wellness visit per Officer/Employee.
- \$70 per 50-minute special circumstances referral visit during normal business hours. (8 am to 8 pm in my office)
- \$100 per 50-minute special circumstances referral visit if I travel to the employee's residence or your Agency specifically for that referral only.

The following services are included in the above pricing.

Mandatory Wellness Visit

- Psychoeducation regarding the effects of the job.
- Tools and skills necessary to stay healthy in their career.
- Literature containing current studies regarding mental health specific to first responders.

Special Circumstances Referral

- Up to 8 Sessions
- Formal Management Referrals
- Substance Abuse Screening and Counseling
- Non-testing Assessments for Return to Duty

This proposal will be in effect from December 1, 2024 to November 30, 2025, subject to annual appropriation of funds. (THIS CAN BE CHANGED)

Mrs. Sanda Gunn, MA PLPC, and I expect to be available on the DATE TO BE DETERMINED of each month, from 7 am to 3 pm (TIMES CAN BE ADJUSTED) , starting xxxx for appointments at the Glendale Police Department in the designated office space. Employees may also schedule appointments at our Office on any date and time as needed. Dates and times can be adjusted as necessary.

Respectfully Submitted,

Cpt. Chad Rackers (ret.)

Captain Chad Rackers (Ret.) MA PLPC
Vista Counseling, LLC

AN ORDINANCE AMENDING SECTION 300.010 OF THE GLENDALE MUNICIPAL CODE PERTAINING TO ALL-TERRAIN VEHICLES AND UTILITY VEHICLES

WHEREAS, Chapter 300 of the Glendale Municipal Code of Ordinances establishes the traffic code of the City of Glendale, Missouri (the “City”), and establishes regulations and enforcement mechanisms pertaining to traffic within the City; and

WHEREAS, the Board of Aldermen deems it in the best interest of the City to adopt revised definitions of all-terrain vehicle and utility vehicle to better define both and clarify existing regulations.

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

SECTION ONE:

Section 300.010 of the Glendale Municipal Code is hereby amended to read as follows (with additions appearing in bold and deletions struck-through):

Section 300.010 Definitions

The following words and phrases, when used in this Title, mean:

...

ALL-TERRAIN VEHICLE

Any motorized vehicle manufactured and used **primarily** ~~exclusively~~ for off-highway use which is fifty (50) inches or less in width, with an unladen dry weight of six hundred (600) pounds or less, traveling on three (3), four (4) or more low pressure tires, with a seat designed to be straddled by the operator and handlebars for steering control.

...

UTILITY VEHICLE

Any motorized vehicle manufactured and used **primarily** ~~exclusively~~ for off-highway use which is **seventy (70)** ~~sixty-three (63)~~ inches or less in width, with an unladen dry weight of **three one thousand (3,000)** ~~eight hundred fifty (1,850)~~ pounds or less, traveling on four (4) or six (6) wheels, to be used primarily for landscaping, lawn care, ~~or~~ maintenance, **off-road or sport utility** purposes.

SECTION TWO:

All other provisions of Section 300.010 of the Glendale Municipal Code not amended herein shall remain unchanged and in full force and effect.

SECTION THREE:

This Ordinance shall be in full force and effect from and after its passage and approval.

This Ordinance, after being read two times, is passed and approved this 20th day of January, 2025.

Michael A. Wilcox
Mayor

ATTEST:

Frank Johnson
City Clerk

AN ORDINANCE AMENDING CHAPTER IX OF THE CITY PERSONNEL
POLICY MANUAL REGARDING LEAVE POLICIES

WHEREAS, Section 120 of the Municipal Code of the City of Glendale provides that the Board of Aldermen shall adopt personnel rules and regulations and may approve amendments that may be proposed by the City Administrator; and

WHEREAS, Ordinance No. 1458 was adopted on January 28, 1969 establishing a Personnel Policy and Procedures (“Policy Manual”) for the City of Glendale; and

WHEREAS, the Policy Manual has periodically been updated and amended since it was established in order to comply with current labor law and reflect the City’s current personnel procedures; and

WHEREAS, the Board of Aldermen desires to establish a policy allowing part-time workers to be eligible for paid sick leave, to clarify eligibility for holiday pay, to adjust the allowed time increments for which sick leave can be taken, and to no longer require paid sick leave to be used for eligible funeral leave.

NOW, THERFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF GLENDALE, MISSOURI, AS FOLLOWS:

SECTION ONE: Chapter IX – Leave Time of the Policy Manual of the City is hereby amended to read as follows (with additions appearing in bold and deletions struck through):

Section 2. ***Holidays***

Full-time employees of the classified ~~and full-time exempt~~ service **and full-time exempt employees** shall be granted leave with pay on the following holidays:

New Years Day

Martin Luther King Jr. Day

President’s Day

Memorial Day

Juneteenth

Independence Day

Labor Day

Thanksgiving Day

Day After Thanksgiving

Christmas Day

For Administration and Public Works Department employees, these days will be days off with pay. Police and Fire employees will be required to work their regularly scheduled shifts and will receive an amount of holiday pay approved by the Board of Aldermen. Payment of holiday pay will either be included in the payroll checks that cover the pay period in which the holiday falls, or an annual holiday paycheck to be paid in December. Temporary service employees working on a holiday shall receive regular pay. If a holiday falls on a Saturday, the holiday will be observed on the preceding Friday. If the holiday falls on Sunday, the holiday will be observed on the Monday immediately following. If an unauthorized absence occurs on the day preceding and/or following a holiday, the employee shall not receive compensation for the holiday.

Section 3. *Sick Leave*

Sick leave is granted to ~~all classified and~~ full-time ~~and part-time exempt service~~ employees to protect them from endangering their health and that of their fellow workers. It is intended to be a protection in case of need and is not to be used as vacation. Sick leave with pay shall be granted for the following:

- A. When the employee is too ill to perform his/her duties.
- B. Medical or dental examination or treatment **for the employee or his/her immediate family members.**
- C. Illness of an **immediate family** member ~~of the employee's household~~ that requires the personal care and attention by that employee and is approved by their Department Head.
- D. **Public health emergencies resulting in closure of the employee's workplace or the school or place of care for the employee's child.**
- E. **In response to certain needs relating to domestic violence, sexual assault, or stalking, including medical, counseling, relocation, or legal services.**

Fire Department employees shall earn sick leave at the rate of twenty-four (24) hours per month. Fire Department employees with twenty (20) or more years of continual service shall earn sick leave credit at the rate of thirty-six (36) hours per month. Sick leave for Fire Department employees shall be allowed to accumulate to a maximum of sixty (60) 24-hour work shifts and is transferable from year to year. Sick leave for Fire Department employees shall be charged in amounts not less than four (4) hours unless approved by the Fire Chief and City Administrator.

All police employees, excluding the Chief of Police and Captain/Assistant Chief, shall earn sick leave at the rate of twelve (12) hours per month. Employees with twenty (20) or more years' service shall earn sick leave credit at the rate of sixteen (16) hours per month. Sick leave shall be allowed to accumulate to a maximum of sixty (60) 12-hour workdays and is transferable from year to year. Sick leave shall be charged in amounts not less than six (6) hours unless approved by the Chief of Police or City Administrator.

All other **full-time** classified and full-time exempt employees shall earn sick leave at the rate of eight (8) hours per month. Employees with twenty (20) or more years' service shall earn sick leave credit at the rate of twelve (12) hours per month. Sick leave shall be allowed to accumulate to a maximum of sixty (60) 8-hour workdays and is transferable from year to year. Sick leave **for such**

employees shall be charged in amounts not less than **one (1) hour** ~~four (4) hours~~ unless approved by the City Administrator.

Part-time employees will accrue one (1) hour of paid sick leave for every thirty (30) hours worked. Sick leave shall be allowed to accumulate to a maximum of eighty (80) hours of sick leave and it is transferable from year to year. Sick leave shall be charged in amounts not less than **one (1) hour** unless approved by the City Administrator.

Sick leave with pay in excess of three (3) consecutive working days, (two (2) consecutive work shifts for Fire Department employees) for reason of personal illness or physical incapacity may be subject to a request for a written statement by a licensed physician certifying the employee's condition preventing him or her from performing his or her duties. The City Administrator shall have the authority to confer with the employee's physician and the City's designated physician in order to allow light duty for the employee if the City Administrator deems it appropriate. When any other circumstances warrant in the judgment of the City Administrator, an employee may also be required to furnish a doctor's certificate for any period of absence for which sick leave is claimed. When there is doubt as to whether an employee is physically capable of returning to work after an illness or non-work-related injury, that employee may be referred to a physician designated by the City for a physical examination.

If in the opinion of the City Administrator in consultation with a physician designated by the City that any employee is not capable of returning to work after an illness or non-work-related injury, the employee may be eligible for family and medical leave in accordance with Section 6 of this chapter.

Paid sick leave shall normally not exceed the amount of sick leave accrued by an employee.

Section 11. *Funeral Leave*

Paid leave shall be granted **to an employee upon the** ~~from accrued sick leave for a death in the employee's immediate family. Upon the death of an immediate family member (spouse, child, step-child, parent, parent-in-law or sibling), the employee may take up to three (3) days of funeral leave. Upon the death of the employee's grandparent, grandchild, aunt, uncle or first cousin, the employee may take one (1) day of funeral leave. in an amount normally not exceeding three (3) days.~~ For fire department employees this leave will not normally exceed two (2) consecutive 24-hour work shifts **upon the death of an immediate family member or one (1) day upon the death of the employee's grandparent, grandchild, aunt, uncle or first cousin. Any additional leave must be taken as vacation leave and is subject to review and approval by the employee's supervisor.** ~~For purposes of funeral leave, immediate family means spouse, grandparent, parent, child, sibling, uncle, aunt, nephew, niece, first cousin, half brother, half sister, by blood or marriage.~~

SECTION TWO: It is hereby declared to be the intention of the Board of Aldermen that the sections, paragraphs, sentences, clauses, phrases and words of this ordinance are severable, and if any section, paragraph, sentence, clause, phrase or word(s) of his ordinance shall be declared unconstitutional or otherwise invalid, such unconstitutionality or invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses, phrases and words of this ordinance since the same would have been enacted by the Board of Aldermen without incorporation in the

ordinance of any such unconstitutional or invalid portion of this ordinance.

SECTION THREE: This Ordinance shall be in full force and effect from and after its passage and approval.

Read two times and passed by the Board of Aldermen of the City of Glendale, Missouri, this 20th day of January 2025.

ATTEST:

Michael A. Wilcox
Mayor

Frank Johnson
City Administrator/City Clerk



Internal Memorandum

TO: Mayor and Board of Aldermen

FROM: Frank Johnson, City Administrator

DATE: December 30, 2024

RE: Blueprint Glendale Project Update

In the spring of 2024, the City resumed working with H3 to create the Glendale’s first ever comprehensive plan—which we have called Blueprint Glendale—and related zoning code update. As the year comes to a close, I wanted to provide you all with a recap of the activities and progress we have made on this project and an estimated timeline and schedule for the year ahead.

BLUEPRINT GLENDALE 2024 RECAP

- **March 4** – Tim Breihan, project lead for H3, presented the Board with a refresher on the project and an overview of the various components and phases.
- **April 22** – The City convened the project Steering Committee for its first meeting. For the meeting, H3 prepared an existing conditions analysis and a list of issues/opportunities based on that analysis.
- **April-June** – Based on the feedback from the Steering Committee, H3 revised the issues/opportunities list and created a draft vision, goals and objectives for Blueprint Glendale.
- **June 10** – The Steering Committee held their second meeting, where they provided feedback to H3 on the draft vision, goals and objectives.
- **June 25** – The City held a public open house and workshop where Mr. Breihan led a community discussion on the draft vision, goals and objectives. Feedback was collected from participants, and the materials and a recording of the presentation were posted on the City’s website.
- **July-Oct** – H3 worked on drafting the next core component of the plan, the future land use plan and community place type districts. This information will tie in directly to the zoning code update. The vision, goals and objectives were also updated based on community feedback.

- **Oct. 31** – Mayor Wilcox and I met with Mr. Breihan to review the draft of the future land use plan and provided an initial round of feedback.
- **Nov. 25** – The Steering Committee held their third meeting and provided feedback on the draft future land use plan.

ESTIMATED TIMELINE AND SCHEDULE FOR 2025

The most immediate item for 2025 will be scheduling a second Business Owners' Roundtable to get more targeted feedback on the commercial aspects of the zoning code update. This is tentatively scheduled for Jan. 21. Following this, H3 estimates they will require 12 to 14 weeks to get through the technical task of drafting the specifics for the zoning code update. We also expect to receive the final components of the comprehensive plan related to strategies for economic workforce development and housing.

As that process is ongoing, we are planning to hold two additional work sessions with the Steering Committee along with an informational presentation for the Board of Aldermen. The tentative schedule would be:

- Week of Feb. 17 for the first steering committee work session.
- March 3 or March 17 for the Board of Aldermen presentation.
- Week of March 24 for the second steering committee work session.

The goal will be to have nearly all the draft zoning code update completed by mid-April. This would allow us to move into the final phase of the project over the summer, which will involve presenting the complete comprehensive plan and zoning code package to the public, holding a staff and elected officials workshop, and then ultimately moving to final adoption by the Board.

MEMO ATTACHMENTS

- Project timeline and phasing overview graphic
- Draft Vision, Goals and Objectives

PROJECT SEQUENCE & PHASES

Phase 1 Existing Conditions Analysis		Phase 3 Community Visioning and Goal Setting		Phase 4 Draft Comprehensive Plan Recommendations and Components		Phase 5 Zoning Code Update	
Technical Tasks	Community Engagement	Technical Tasks	Community Engagement	Technical Tasks	Community Engagement	Technical Tasks	Community Engagement
Data Collection & Base Mapping	Glendale Online Survey	Draft Community Vision	Steering Committee Meeting #2	Final Draft Community Vision	Business Owners Focus Group Meeting #2	Draft Zoning District Map	Steering Committee Zoning Code Update Work Session
Physical & Regulatory Conditions Analysis	Business Owners Focus Group #1	Draft Comprehensive Goals & Objectives	Public Workshop #1	Final Draft Community Goals & Objectives	Steering Committee Meeting #3	Draft Zoning District List, Parameters & Regulation	Plan Commission Briefing
		Revised Draft Community Vision, Goals, & Objectives		Draft Comprehensive Plan Strategies		Draft Zoning Code Update Materials	Board of Aldermen Briefing
Phase 2 Existing Zoning Code Assessment				Draft Economic Workforce Development Strategies		Phase 6 Final Comprehensive Plan and Adoption Activities	
Technical Tasks	Community Engagement			Draft Housing Strategy		Technical Tasks	Community Engagement
Existing Zoning Code Review	Steering Committee Meeting #1			Draft Community Place Types & Future Land Use Plan		Final Comprehensive Plan Components & Document	Final Public Open House
Place-Based Zoning Capacity Analysis				Draft Transportation & Infrastructure Recommendations		Implementation Priorities and Strategic Plan	Plan Commission & Board of Alderman
Issues/Opportunities				Draft Parks and Recreation Recommendations		Final Zoning Code Updates	Public Hearing
Draft Consensus Issues and Opportunities		Draft Community Vision, Goals, and Objectives		Draft Comprehensive Plan Document and Economic Workforce Development Strategies		Final Comprehensive Plan Document and Economic Workforce Development Strategies	

COMMUNITY VISION STATEMENT

Glendale will preserve, protect, and strengthen its charming neighborhoods, high-quality housing, distinctive landscape, unique local businesses, and strong sense of community to remain a premier place to live, work, and visit with an excellent quality life for current and future residents, businesses, and visitors.

Goal 1: Community Identity & Placemaking

Glendale will maintain its identity as a desirable residential community by preserving and enhancing its traditional village charm; maintaining community-focused City services with good relationships with City residents; facilitating thoughtful development that respects Glendale's sense of place; and prioritizing family-friendly neighborhoods and amenities.

Goal 2: Distinctive Neighborhoods and Housing

Glendale will preserve its desirable neighborhoods and stable residential property values by preserving existing homes; requiring that new homes and additions are thoughtful, well-designed, and built with high-quality materials, methods, and details compatible with Glendale's existing built environment; and support the ability of existing residents to remain in their homes.

Goal 3: Local Businesses and Neighborhood Business Districts

Glendale will help to maintain existing and attract new unique, community-based businesses by preserving and enhancing the City's local business districts on Sappington Road and Manchester Road.

Goal 4: Accessibility and Mobility

Glendale will maintain its regional vehicular accessibility; enhance community walkability and bikeability; improve bike and pedestrian safety and comfort; and strategically-connect to regional trail networks to support an equity of mobility for all residents, no matter their age, income, or ability.

Goal 5: Community Health, Well-Being, and Resilience

Glendale will integrate healthy and active living; civic and community services; fiscal and economic health; environmental beauty and enhancement; well-maintained public infrastructure; community safety; and support for people of all ages with an exemplary quality of life to remain a choice community.

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Glendale will maintain its identity as a desirable residential community by preserving and enhancing its traditional village charm; maintaining community-focused City services with good relationships with City residents; facilitating thoughtful development that respects Glendale's sense of place; and prioritizing family-friendly neighborhoods and amenities.

Draft Objectives:

Objective 1.1: **Preserve the high quality of and enhance the character of Glendale's subdivisions, neighborhoods, and commercial areas.**

Objective 1.2: **Coordinate with neighboring communities to develop and implement a consistent and identifiable physical character for Manchester Road and adjacent commercial development.**

Objective 1.3: **Develop streetscape enhancements to key Glendale streets as part of Glendale's physical character and regional identity.**

Objective 1.4: **Establish design guidelines for public and private landscaping to protect and enhance Glendale's urban forest and landscape.**

Objective 1.5: **Strengthen Glendale's identity with gateway features along regional corridor entrances to the City.**

Goal 2: Distinctive Neighborhoods and Housing

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Draft Objectives:

- Objective 2.1:* Ensure that Glendale's zoning code permits the development compatible infill housing development that responds to current and future demographic trends and market preferences.**
- Objective 2.2:* Maintain and enhance Glendale's architectural design guidelines and architectural review process to ensure that they are easy to understand, enforceable, and compatible with the City's built environment.**
- Objective 2.3:* Develop City programs and community events to support the ability of existing residents—in particular senior citizens and those living on fixed incomes—to maintain their homes and remain in their homes.**

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Draft Objectives:

Objective 3.1: **Maintain and support local businesses in the Sappington Road business district.**

Objective 3.2: **Maximize the economic productivity of commercial properties along Manchester Road.**

Objective 3.3: **Actively identify, target, and recruit businesses that are desirable to the Glendale community.**

Objective 3.4: **Consider establishing a volunteer Standing Committee for Economic Development to add economic development capacity to Glendale City government.**

Goal 4: Accessibility and Mobility

Glendale will maintain its regional vehicular accessibility; enhance community walkability and bikeability; improve bike and pedestrian safety and comfort; and strategically-connect to regional trail networks to support an equity of mobility for all residents, no matter their age, income, or ability.

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Draft Objectives:

Objective 4.1: **Maintain Glendale's regional vehicular accessibility while discouraging cut-through traffic on Berry Road and improving the visual character and walkability of the Manchester Road corridor.**

Objective 4.2: **Enhance the safety and comfort of key streets in Glendale for biking and walking.**

Objective 4.3: **Repair and maintain Glendale's existing roads and sidewalks.**

Objective 4.4: **Improve regional transit access to Glendale.**

Objective 4.5: **Improve vehicular traffic flow and safety for all users.**

Goal 5: Community Health, Well-Being, and Resilience

Glendale will integrate healthy and active living; civic and community services; fiscal and economic health; environmental beauty and enhancement; well-maintained public infrastructure; community safety; and support for people of all ages with an exemplary quality of life to remain a choice community.

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Glendale will integrate healthy and active living; civic and community services; fiscal and economic health; environmental beauty and enhancement; well-maintained public infrastructure; community safety; and support for people of all ages with an exemplary quality of life to remain a choice community.

Draft Objectives:

- Objective 5.1:* **Properly manage and mitigate stormwater runoff and reduce flooding and erosion impacts on residential and commercial properties.**
- Objective 5.2:* **Actively manage and maintain Glendale’s urban forest and landscape through partnerships with homeowners, subdivisions, and utility providers.**
- Objective 5.3:* **Repair and maintain Glendale’s aging infrastructure.**
- Objective 5.4:* **Consider the identification of property for future purchase and development of a City park within Glendale.**
- Objective 5.5:* **Promote active living with publicly-accessible recreation amenities for Glendale residents, regardless of age, income, or ability.**
- Objective 5.6:* **Continue recreation facility use partnerships with Kirkwood and Webster Groves**
- Objective 5.7:* **Ensure effective emergency service access, alternative transportation options, and energy security in the event of natural disasters and social unrest.**



Internal Memorandum

Office of the City Administrator

TO: Honorable Mayor Mike Wilcox
and the Glendale Board of Aldermen

FROM: Frank Johnson, City Administrator

DATE: January 3, 2025

ADMINISTRATION

Winter Storm

- The National Weather Service has issued a Winter Storm Watch for the entire metro area until 6 a.m., Monday, January 6. As the bulk of the bad weather is expected for Saturday/Sunday, I anticipate that we should still be able to hold the Board meeting as scheduled. However, we will monitor the situation closely and will reschedule the meeting to Tuesday, if needed.
- Republic Services has stated that they will inform us no later than Sunday evening if their Monday service plans will be impacted.

415 Sappington Rezoning

- The proposed commercial rezoning for 415 Sappington is on the agenda for Plan Commission review at their Jan. 8 meeting. The meeting starts at 6 p.m. and will include time for public comment. The agenda and proposed plans are available on the City website for any interested residents.

Candidate Filings for the April 2025 Municipal Election

- The following candidates filed for the upcoming election:

Mike Wilcox	Mayor
Andrew Stewart	Alderman, Ward 1
E.J. Miller	Alderman, Ward 2
Gina Fiordelisi	Alderman, Ward 2

- No candidates filed for Ward 3. An individual who declares an intent to run as a write-in candidate may be elected to the open seat, provided they file a declaration with the St. Louis County Election Board prior to 5 p.m. on the second Friday preceding election day.
- Otherwise, the Mayor, with approval of the Board, will appoint someone to serve until the 2026 municipal election, per Missouri State Statutes, and then the election winner will serve the remainder of the term until April 2027.

Bond Election

- The official certification of the bond election will be submitted to St. Louis County along with the candidate filings in early January. Early next year, the City will begin preparing

information for the website and for distribution to residents on the bond issue, as well as our strategy for sharing this information (mailings, open houses, etc.). Staff is also gathering quotes from outside public engagement firms for potential assistance.

- As a reminder, the City can't use public funds to promote or advocate for the passage of the bond.

Firehouse Run

- Registration is now live for the Firehouse Run and is available on the City website. The date for the Firehouse Run has been shifted slightly to March 30 to accommodate the Kirkwood School District's spring break.

FIRE & POLICE

The fire and police departments responded to several major incidents in the last few weeks. Their dedication, readiness and quick response is critical to the public safety of our community.

- On Dec. 30, public safety personnel responded to a report of a residential structure fire on Southridge Dr. Glendale firefighters located the fire in the basement and were able to quickly extinguish it, but the damage to the house was extensive. Crews from Kirkwood, Rock Hill, Brentwood, Webster Groves and Maplewood assisted.
- On Jan. 2, public safety personnel responded to a report of a fatal pedestrian accident on Manchester Road. The Missouri State Highway Patrol is leading the investigation of the accident.
- On Jan. 3, public safety personnel received reports of a structure fire on Glen Elm Dr. caused by a gas leak. The occupants of the home were uninjured, but the home itself was a total loss with the structure eventually knocked down in order to contain the fire. The public works department also assisted by providing and operating the heavy equipment used to demo the structure.

PUBLIC WORKS

The report from public works is delayed due to Superintendent Terry Jones assisting the fire and police departments with the Glen Elm structure fire on Jan. 3.

REMINDERS/UPCOMING EVENTS

Board of Aldermen Meeting	Monday, January 6, 7 p.m.
Plan Commission/Architectural Review Board	Wednesday, January 8, 6 p.m.
Board of Aldermen Meeting	Tuesday, January 21, 7 p.m.



***Report of Runs
December 2024***

Glendale Fire Department

MONTHLY ACTIVITY REPORT

DECEMBER 2024

Notable Incidents:

- Responded for a residential structure fire on Southridge Dr. 1410 arrived to find an active fire in the basement. 1410 deployed an attack line and began extinguishment and search for occupants. All occupants were out of the structure and the fire was extinguished with the help of automatic aid departments. The fire was extinguished and the alarm was placed under control.
- Responded for a structure fire in the 600 block of Harper, assist to Webster Groves. Initial units arrive and found a wall outlet on fire. 1410 arrived and assisted by turning off the electric at the breaker. The hazard was removed and no further extension was found.
- Responded for a structure fire on Moreland. 1410 arrived and found a fire on the stove with extension to the cabinets above. The fire was quickly extinguished and the structure was ventilated.
- Responded for vehicle accident with a pedestrian struck at the intersection of Manchester and Sappington Rd. 1410 arrived and found person who had been struck by a car. The patient was deceased and was not transported.
- Responded for a seizure in the 500 block of Gederson, in Warson Woods. 1410 arrived and initiated patient care. The patient was transported to the hospital by the Kirkwood ambulance.

Fire Department Training:

- All Glendale FD crews participated in EMS “Protocol Review” delivered by SSM @ the Maplewood Fire Department.
- All Glendale FD members attended “Live Burn” training at West County Fire & EMS. All crews participated in various evolutions involving simulated fire scenarios, ventilation, and search & rescue training.

Fire Department Activities

- Glendale FD crews conducted numerous public relations and public education activities throughout the month, including:
 - Station tours x2.
 - Conducted CPR classes x2.
- Crews attended the “Show ‘n Tell” event for special needs children at the Christian Life Center in Glendale.
- Crews attended the “Show ‘n Tell” event for children at the Camp Circle Star at the Webster Hills Christian Life Center.
- Lead the funeral procession for Charlie Kohler, a Warson Woods resident and Iwo Jima veteran.
- The on duty crew participated in the annual Glendale Tree lighting by delivering Santa to the event.

Previous Month ▾ Dec 1, 2024 - Dec 31, 2024 ▾

40%

FIRE
Percentage of Total Incidents

60%

EMS
Percentage of Total Incidents

25

INCIDENTS
In Selected Time Slice

31

DAYS
In Selected Time Slice



Counts | % Rows | % Columns | % All

Week Ending	12/1/24	12/8/24	12/15/24	12/22/24	12/29/24	1/5/25	1/12/25	1/19/25	1/26/25	2/2/25	2/9/25	2/16/25	2/23/25	Total
Glendale Fire Department		5	7	9	4									25
Total		5	7	9	4									25

Previous Month ▾ Dec 1, 2024 - Dec 31, 2024 ▾

50%

FIRE
Percentage of Total Incidents

50%

EMS
Percentage of Total Incidents

60

INCIDENTS
In Selected Time Slice

31

DAYS
In Selected Time Slice



Counts % Rows % Columns % All

Week Ending	12/1/24	12/8/24	12/15/24	12/22/24	12/29/24	1/5/25	1/12/25	1/19/25	1/26/25	2/2/25	2/9/25	2/16/25	2/23/25	Total
(11) Structure Fire				1			1							2
(15) Outside rubbish fire					1									1
(31) Medical assist				1	1									2
(32) Emergency medical service (EMS) incident	1	8	8	5	3	3								28
(41) Combustible/f... spills & leaks					2	1								3
(44) Electrical wiring/equipm. problem				1		1								2
(52) Water problem		1												1
(61) Dispatched and canceled en route		5	1	3	2	1								12
(62) Wrong location, no emergency found			1											1
(70) False alarm and false call, other		1												1
(74) Unintentional system/detect... operation (no fire)	1	1	1	4										7
Total	2	16	12	14	9	7								60

Previous Month ▾ Dec 1, 2024 - Dec 31, 2024 ▾

71%

FIRE
Percentage of Total Incidents

29%

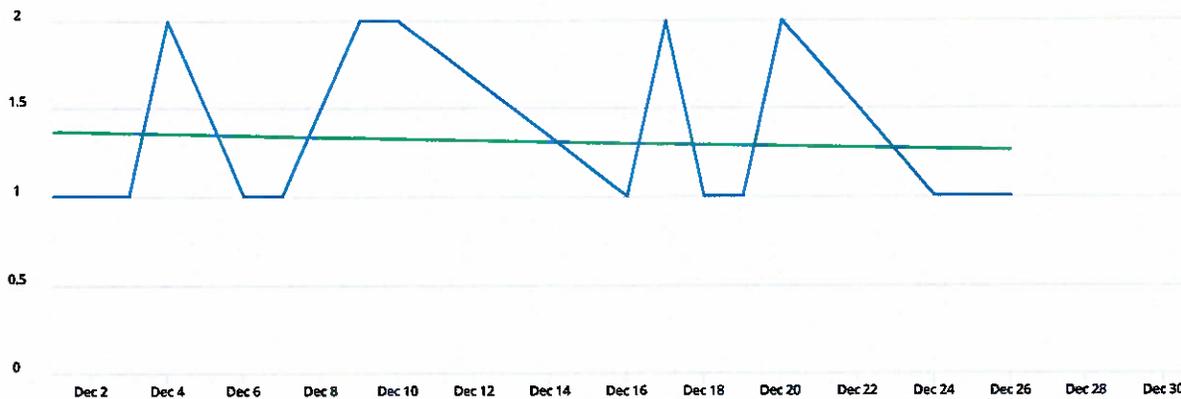
EMS
Percentage of Total Incidents

21

INCIDENTS
in Selected Time Slice

31

DAYS
in Selected Time Slice



Counts | % Rows | % Columns | % All

Week Ending	12/1/24	12/8/24	12/15/24	12/22/24	12/29/24	1/5/25	1/12/25	1/19/25	1/26/25	2/2/25	2/9/25	2/16/25	2/23/25	Total
Glendale Fire Department	1	6	4	7	3									21
Total	1	6	4	7	3									21



Previous Month ▾

Dec 1, 2024 - Dec 31, 2024 ▾

40%

FIRE
Percentage of Total Incidents

27%

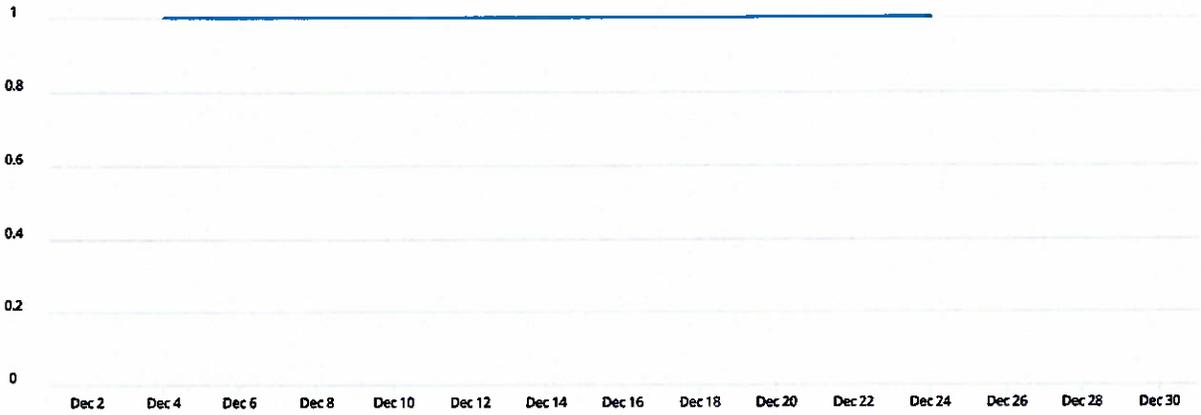
EMS
Percentage of Total Incidents

233

INCIDENTS
in Selected Time Slice

371

DAYS
in Selected Time Slice



Counts
 % Rows
 % Columns
 % All

Week Ending	12/1/24	12/8/24	12/15/24	12/22/24	12/29/24	1/5/25	1/12/25	1/19/25	1/26/25	2/2/25	2/9/25	2/16/25	2/23/25	Total
Glendale Fire Department		2	1	2	1									6
Total		2	1	2	1									6

Warson Woods Monthly Report

Total Calls

Call Volume by Type

of unique Incident Number
15

