



**NOTICE OF PUBLIC MEETING
FEBRUARY 3, 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 JANUARY 21, 2025 MINUTES
- V. CITIZEN COMMENTS
- VI. RESOLUTIONS
 - R02-25 A RESOLUTION AUTHORIZING THE PAYMENT OF THE SURFACE TRANSPORTATION PROGRAM GRANT APPLICATION FEE FOR PHASE 2 OF THE E. ESSEX AVE. IMPROVEMENT PROJECT
- VII. ORDINANCES FOR FIRST READING
 - B03-25 AN ORDINANCE AMENDING SECTIONS 515.010, 515.030, 515.050, 515.080, 515.090 AND 515.110 OF THE GLENDALE MUNICIPAL CODE PERTAINING TO TEMPORARY SIGNS IN RESIDENTIAL ZONING DISTRICTS IN THE CITY OF GLENDALE, MISSOURI
 - B04-25 AN ORDINANCE AMENDING TABLE III-A OF TITLE III OF THE MUNICIPAL CODE OF THE CITY OF GLENDALE, MISSOURI, REGARDING NO PARKING ON A PORTION OF GLENDALE GARDENS DRIVE AND MATTERS RELATING THERETO.
- VIII. ADJOURNMENT

Frank Johnson
City Administrator

Posted 5 P.M. January 31, 2025



MINUTES
BOARD OF ALDERMEN MEETING
JANUARY 21, 2025 –7:00 p.m.

CALL TO ORDER

A meeting of the Board of Aldermen of the City of Glendale was held on Tuesday, January 21, 2025. 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 Roberts
Alderman Capshaw Cushing
Alderman Lane
Alderman Kayser
Alderman Nauman
Alderman Roettger

Also present were: Frank Johnson, City Administrator; Jim Hetlage, City Attorney; Jeff Beaton, Police Chief; and Gabby Macaluso, Deputy City Clerk.

APPROVAL OF AGENDA

Mayor Wilcox noted that while the January 21 date on the agenda title is correct, the date on the “Approval of Minutes” section of the agenda should be updated from January 6 to January 7, 2025 to reflect the date on which the meeting was held due to inclement weather.

Moved by Alderman Nauman, seconded by Alderman Lane and unanimously carried, to approve the agenda with the edited date.

APPROVAL OF MINUTES

Mayor Wilcox noted that the day of the week on the “Call to Order” section should say “Tuesday, January 7, 2025” instead of “Monday, January 7, 2025.”

Moved by Alderman Lane, seconded by Alderman Kayser and unanimously carried, to approve the regular meeting minutes of January 7, 2025 with this edit.

CITIZEN COMMENTS

No public comment.

17 Boy Scouts from Troop 360 attended the meeting as part of their work to receive the Citizenship in the Community and Communications badge.

TREASURER’S REPORT

City Administrator Frank Johnson explained that the Treasurer’s Report provides a financial report for the first six months of the City’s fiscal year. During the month of December, the General Fund received \$1,020,242 in revenues and had \$598,670 in expenditures causing a monthly surplus of \$421,572.

APPOINTMENTS

City Administrator Frank Johnson reminded the Board of Aldermen that last year, they reappointed every member serving on the Board of Adjustment, Architectural Review Board (ARB), and Plan Commission to staggered terms and made term lengths equal for both the ARB and Plan Commission. These changes were designed to better organize and structure appointments.

Members who had served the longest, were reappointed to a one-year term set to expire on January 31, 2025 to start that staggered reappointment schedule. The members up for reappointment are Thomas Lane on the Board of Adjustment, and Jeffrey Fernhoff and Reed Voorhees on the ARB/Plan Commission.

Alderman Lane recused herself from the discussion and voting of Thomas Lane being reappointed to the Board of Adjustment.

Moved by Alderman Roettger, seconded by Alderman Nauman, and unanimously carried, except for Alderman Lane, to approve the appointments as listed above.

ORDINANCES FOR SECOND READING AND FINAL APPROVAL

Bill 01-25 – Municipal Code Amendment Regarding All-Terrain & Utility Vehicles (Assigned Ord. No. 01-25)

Bill 01-25 was introduced, an ordinance amending section 300.010 of the Glendale municipal code pertaining to all-terrain vehicles and utility vehicles.

Mr. Johnson noted that the ordinance is to clarify the definition of all-terrain and utility vehicles to specify the vehicles that are prohibited on city streets.

Moved by Alderman Roettger, seconded by Alderman Capshaw Cushing and unanimously carried, to approve the second reading of Bill 01-25 by title only.

Moved by Alderman Nauman, seconded by Alderman Capshaw Cushing to approve the final reading of Bill 01-25.

The vote thereon was as follows:

Alderman Nauman	“Aye”
Alderman Roberts	“Aye”
Alderman Capshaw Cushing	“Aye”

Alderman Lane	“Aye”
Alderman Kayser	“Aye”
Alderman Roettger	“Aye”

**Bill 02-25 – Personnel
Policy Manual Amendment
(Assigned Ord. No. 02-25)**

Bill 02-25 was introduced, an ordinance amending chapter IX of the city personnel policy manual regarding leave policies.

Mr. Johnson noted that the ordinance would update personnel policies to provide sick leave to part-time employees, allow all employees to take sick leave in smaller increments of time, and create a separate bank of paid time off for funeral leave. He also noted that the sick leave benefit to part-time employees would help with recruitment of employees and encourage them to stay home when sick.

Moved by Alderman Lane, seconded by Alderman Capshaw Cushing and unanimously carried, to approve the second reading of Bill 02-25 by title only.

Moved by Alderman Nauman, seconded by Alderman Capshaw Cushing to approve the final reading of Bill 02-25.

The vote thereon was as follows:

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

Discussion Items

Mr. Johnson discussed the City’s sign code and the need to change language to be more content neutral. Mr. Johnson and City Attorney Jim Hetlage worked together to refine the language in the code and proposed the following changes for the Board of Aldermen to consider and vote on a later date.

- Signs may not be posted for more than 45 days in any 3-month period.
- No more than one sign containing the same message for lots having a width of 100’ or less. Larger lots may have no more than two signs containing the same message.
- No signs may be posted in the ROW or in such a manner as to obstruct any sight triangle at an intersection.

Mr. Johnson explained that in preparation for the Proposition S bond issue public education campaign, staff prepared and published an RFP for public engagement services. The City only received one response and it was more expensive than anticipated. Mr. Johnson stated that he believes the City can handle the campaign in house now that the new Communications Coordinator

has started. This outreach would include website information, newsletter, postcard, social media and other traditional communications mechanisms.

REPORTS

Providing Internal Updates

Mr. Johnson asked how the board would like to receive information regarding the tracking of critical projects and other initiatives.

Alderman Nauman said that they've always received status updates but would appreciate the visibility of seeing the updates for each item. The report would state the status, who owns it, when milestones will be met, etc. It would be the Excel version of the narrative that is in the packet.

Mayor Wilcox and Alderman Nauman thought that monthly updates would be a good place to start.

Alderman Nauman asked if the CA report could be pulled out of the Board of Aldermen packet and include in the email as a separate attachment.

Rezoning Public Hearing

Mr. Johnson reminded the Board of Aldermen that the public hearing regarding the rezoning appeal for the coffee shop is set for the February 3rd Board of Aldermen meeting. He noted that any emailed public comment will be sent to them in batches.

Alderman Roberts asked about public engagement for this. Mr. Johnson said staff will update the marquee sign, mail notices to surrounding properties, advertise in the Countian and Webster-Kirkwood Times, and share info through the City's website, social media, and weekly e-newsletter.

Alderman Roettger asked what are the grounds on which the preliminary development plan should be measured by the BOA for approval. Mr. Hetlage said that he would be sending a memo to the BOA.

Other Updates

The election filing paperwork has been filed with and certified by the Board of Elections.

Ms. Macaluso reminded the board members that the Glendale Firehouse Run is scheduled for Sunday, March 30.

ALDERMEN COMMENTS

Alderman Roettger expressed appreciation to the Public Works Department for clearing streets and the Fire Department for their efforts to the numerous recent resident fire incidents.

Alderman Kayser express appreciation to the Public Works Department for the ice clearance on Alexandra Ave. Mr. Johnson noted that the drainage issues on that street would be a stormwater project funded by the bond issue if

it were passed. Expressed thanks to the Fire Department for working the fires and accidents in this cold weather.

Alderman Lane thanked Police, Fire, and Public Works Departments for their hard work and for keeping the city safe.

Alderman Capshaw Cushing also thanked the City’s departments for their hard work in the extreme weather.

Alderman Roberts also expressed appreciation for the City’s departments in keeping the community safe.

**EXECUTIVE SESSION
(CLOSED)**

Moved by Alderman Kayser, seconded by Alderman Lane to adjourn to Executive Session in accordance with Section 610-021, section 3 for the purpose of dealing with employee information.

The vote thereon was as follows:

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

ADJOURN

Moved by Alderman Nauman, seconded by Alderman Lane to adjourn to Executive Session at 7:55 p.m.



Internal Memorandum

TO: Frank Johnson, City Administrator
FROM: Terry Jones, Public Works Superintendent ^{TA}
DATE: January 29, 2025
RE: E. Essex Ave Phase 2 STP Application

Frank,

Applications requesting Federal Aid to improve roadways and sidewalks through the Surface Transportation Program (STP) are due to be submitted to the East-West Gateway Council of Governments (EWG) on or before February 7, 2025.

In 2024, Glendale applied for Federal Aid funding to reconstruct and install a sidewalk along E. Essex Ave between N. Sappington Rd and Devon Rd. The application was denied based on its score in relation to competing projects throughout St. Louis County.

Glendale plans to re-submit this project to EWG for consideration in 2025. Glendale staff and Lochmueller engineers met with representatives of EWG in early January to discuss ways to make the 2025 application more competitive. Following a close examination of the application scoring criteria, it was determined that the only way to gain scoring points was to decrease the amount of Federal Aid requested, therefore increasing the city's share of the project.

The maximum score available for any project is 125. In 2024, EWG's minimum score for consideration of funding was 87. Prior to adjustments, the E. Essex Ave Phase 2 application was estimated to score 84. To increase the score to a minimum of 87, the Sponsor Share of the application increased from a standard 20% to 29.4%. This change increases Glendale's cost approximately \$100,000 over a 5-year period.

The overall cost of this project is estimated at \$2,422,200. Glendale will be requesting \$1,710,073 in Federal Aid, leaving Glendale's (sponsor) share at \$712,127.

Lochmueller Group plans to submit the application to EWG on the city's behalf, however there are a few items that the city must supply to Lochmueller to accompany and complete the application:

- **Letters of Support.** The city has canvassed E. Essex Ave to seek signatures from residents along the proposed work area in favor of the project. Several homeowners have

provided signatures. In addition, several local businesses owners, elected officials, and first responders have also provided signatures in support of the project.

- **Application Signatures.** Attached to this memo are several signature pages from the application. City staff and the Mayor must sign these pages which are then provided to Lochmueller.
- **Application Deposit.** A check from the city for 0.5% of the Federal Share must accompany the application. If the application is denied, then the deposit check is returned to the city. If approved, then the deposit check is applied to the cost of the project. The deposit amount for the 2025 application is \$8,550.37.
- **Crash Data.** Glendale's Police Department has provided the necessary crash data to Lochmueller.

Please let me know if you have any questions.

PROJECT DEVELOPMENT SCHEDULE					
<i>Note: many stages can occur concurrently.</i>					
Activity Description	Start Date (MM/YYYY)	Finish Date (MM/YYYY)	Time Frame (Months)		
Receive award notification letter from EWG	10/2025	10/2025	1		
Execute agreement (project sponsor and DOT)	11/2025	01/2026	3		
Engineering services contract submitted and approved*	02/2026	04/2026	3		
Environmental review process – NEPA classification and clearance	04/2026	02/2027	11		
Public meeting/hearing	12/2026	12/2026	1		
Develop and submit preliminary plans	04/2026	11/2026	8		
Preliminary plans approved	12/2026	12/2026	1		
Develop and submit right-of-way plans	12/2026	05/2027	6		
Review and approval of right-of-way plans	06/2027	06/2027	1		
Submit and receive approval for notice to proceed for right-of-way acquisition (A-Date)*	07/2027	08/2027	2		
Right-of-way acquisition	09/2027	09/2028	13		
Utility coordination	10/2026	05/2029	26		
Develop and submit PS&E	09/2027	05/2029	21		
District review and approval of PS&E*	06/2029	08/2029	3		
Advertise for bids/bid letting/bid concurrence	09/2029	12/2029	4		
Project implementation/construction	01/2030	10/2030	10		
* Finish date must match fiscal year for each milestone shown in bold text.					
FINANCIAL PLAN					
<i>Note: federal participation for a phase of work must not exceed 80% in Missouri for all phases of work and 80% in Illinois for construction/construction engineering phase only. In Illinois, PE and ROW must be paid with local funds.</i>					
Phase of Work⁷	Starting Federal Fiscal Year⁸	Total Phase Cost	STP-S Funds Requested	Sponsor Share	Sponsor Share Percentage
PE / Planning / Environmental Studies	FY 2026	\$ 348,800	\$ 246,253	\$ 102,547	29.40%
Right-of-Way (ROW)	FY 2027	\$ 197,600	\$ 139,506	\$ 58,094	29.40%
Construction Engineering	FY 2029	\$ 215,800	\$ 152,355	\$ 63,445	29.40%
Construction / Implementation	FY 2029	\$ 1,660,000	\$ 1,171,960	\$ 488,040	29.40%
TOTAL PROJECT COST		\$ 2,422,200	\$ 1,710,073	\$ 712,127	29.40%
Identify the source(s) of local matching funds (e.g., state DOT, city, county, county road board, county motor fuel tax, private entity), and the amount for each source:		City of Glendale			

⁷ View STP-S Project Development Workbook (pages 6-8) for information on funding availability by fiscal year and phase of work.

⁸ Fiscal years are federal fiscal years (October 1 through September 30).

Table 2: Project Type and Performance Criteria Values

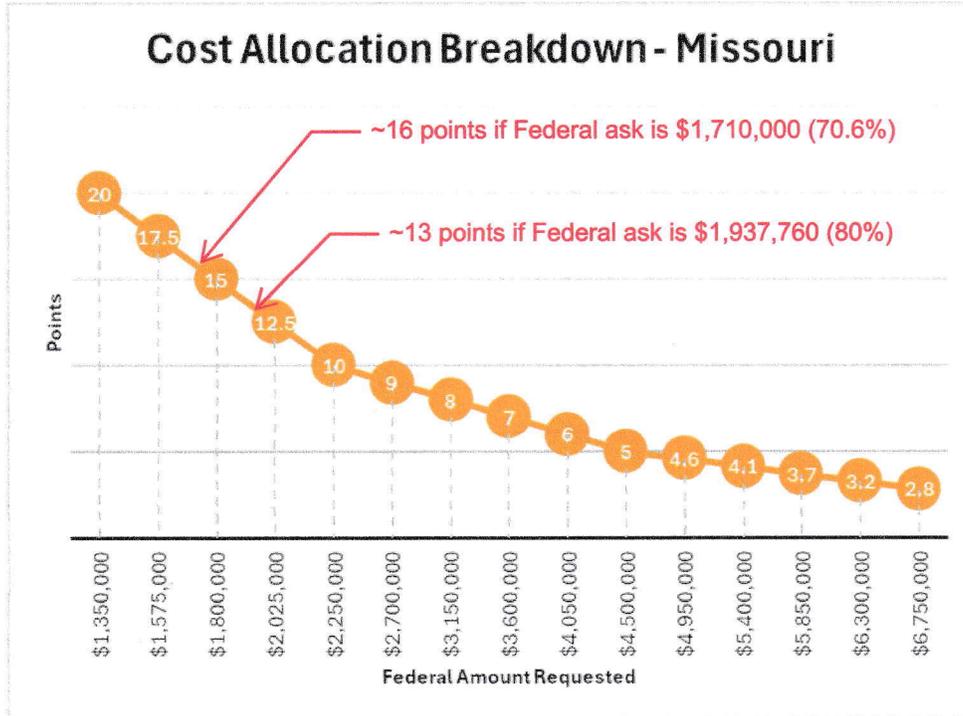
Guiding Principles	STP-S Project Type											Freight / Economic Development	
	Road Preservation		Bridge Preservation		Traffic Flow	Safety	Active Trans	Transit			Freight		Economic Development
	Within Community	Outside Community	Within Community	Outside Community				Asset Management & System Upgrades	Expansion - Adding Capacity	Expansion - Geographic Expansion			
Well-maintained & Resilient	65	72	75	79	5	5	-	45	-	-	5	5	61
Choices & Access for All	12	5	9	5	10	10	30	24	64	69	10	10	3+1+2 = 6
Thriving Neighborhoods & Communities / Equitable	4	4	4	4	4	4	22	8	8	8	4	4	0
Vibrant Downtown & Central Core	-	-	-	-	-	-	10	1	1	1	-	-	
Safe & Secure	8	8	2	2	8	73	35	7	7	7	8	8	4
Seamless, Efficient, & Reliable	1	1	-	-	50	-	-	5	5	5	12	12	0
Economic Vitality	9	9	10	10	13	8	-	-	5	-	60	60	0
A Healthy & Sustainable Environment	1	1	-	-	10	-	3	10	10	10	1	1	0
Total Performance Points	100	100	100	100	100	100	100	100	100	100	100	100	71
Cost	20	20	20	20	20	20	20	20	20	20	20	20	-13 to 16
Usage	5	5	5	5	5	5	5	5	5	5	5	5	0
Total Points Available	125	125	125	125	125	125	125	125	125	125	125	125	84 to 87

Project usage and cost points will be included in the final scoring of each project, which is worth an additional 25 points. Projects can receive up to five points for usage and up to 20 points for cost. Person Miles of Travel (PMT) will be calculated for each project type to determine the facility usage. **Table 3** shows the usage allocation breakdown for Illinois and Missouri.

Table 3: Usage Allocation Breakdown – Illinois and Missouri

Illinois		Missouri	
Usage Ranges – PMT	Points	Usage Ranges – PMT	Points
6,501+	5	15,001+	5
4,001-6,500	4	10,001-15,000	4
2,501-4,000	3	6,001-10,000	3
1,001-2,500	2	4,001-6,000	2
501-1,000	1	1,001-4,000	1
1-500	0	1-1,000	0

Figure 2:



BEGIN SIGNATURE PAGES

POLICY ON REASONABLE PROGRESS CERTIFICATION – MISSOURI SPONSORS ONLY

Following on the next page is a copy of the policy on reasonable progress adopted by the East-West Gateway Council of Governments Board of Directors.

The undersigned representative of the Project Sponsor hereby certifies that s/he has read this policy and understands its requirements. The representative acknowledges that failure to meet all of the reasonable progress requirements could result in federal funds being revoked and returned to the regional funding pool, as dictated by the policy.

Chief Elected Official (or Chief Executive Officer):

Name (print): Mike Wilcox, Mayor

Signature: _____

Date: _____

POLICY ON REASONABLE PROGRESS – MISSOURI SPONSORS ONLY

Reasonable Progress

For projects or programs included in the Transportation Improvement Program (TIP), “reasonable progress” will have been made if the project has advanced to the point of obligating all federal funds programmed for that project in the current fiscal year, regardless of the phase of work (*i.e., preliminary engineering, right-of-way acquisition, or plans, specifications, and estimates*). If a project fails to obligate the programmed federal funds by September 30 of the current year, the funding will be forfeited and returned to the regional funding pot. Actual progress toward implementation is measured against the schedule submitted by the Project Sponsor in the project application.

Policy Procedures and Enforcement

Projects that do not obligate all federal funds by the Board-approved suspense date will be removed from the TIP and the federal funds associated with those projects will be returned to the regional funding pool for redistribution. The removal of projects from the TIP will require no further Board action and the sponsor will have to repay any federal funds already spent if the funding is forfeited.

If a project is realizing delays that will put the federal funding at risk of forfeiture (*i.e., not meet a September 30 deadline*), the Project Sponsor will have the opportunity to ask for consideration of a “one-time extension” in their project schedule. The one-time extension can only be requested for the implementation/construction phase of the project. The extension request will only be considered once a year and has to be made before June 1 of the current fiscal year of the TIP.

To be considered for this extension the Project Sponsor has to demonstrate on all counts: a) the delay is beyond their control and the sponsor has done due diligence in progressing the project; b) federal funds have already been obligated on the project or in cases that no federal funds are used for PE and/or ROW acquisition, there has been significant progress toward final plan preparation; and c) there is a realistic strategy in place to obligate all funds.

One-time extensions of up to three (3) months may be granted by EWG staff and one-time extensions greater than three (3) months, but not more than nine (9) months, will go to the Board of Directors for their consideration and approval. Projects requesting schedule advancements will be handled on a case-by-case basis, subject to available funding, and are subject to the Board-adopted rules for TIP modifications.

Project Monitoring

An extensive monitoring program has been developed to help track programmed projects and ensure that funding commitments and plans are met. Monthly tracking reports are developed and posted on the EWG website, utilizing project information provided by the Project Sponsor and MoDOT district offices. Additionally, project sponsors are contacted at least every month by EWG staff for project status updates.

FINANCIAL CERTIFICATION OF MATCHING FUNDS

This is to ensure sufficient funds are available to pay the non-federal share of project expenditures for the following project to be funded under the provisions of the Infrastructure Investment and Jobs Act (IIJA).

Project Title: E Essex Avenue Improvement - Phase 2

Local Match Amount: \$712,127

Sponsoring Agency: City of Glendale

Chief Elected Official (or Chief Executive Officer):

Name (print): Mike Wilcox, Mayor

Signature: _____

Date: _____

Chief Financial Officer:

Name (print): Dan Lawrence, Finance Officer

Signature: _____

Date: _____

PERSON OF RESPONSIBLE CHARGE CERTIFICATION

The key regulatory provision, 23 CFR 635.105 – Supervising Agency, provides that the State Transportation Agency (STA) is responsible for construction of federal-aid projects, whether it or a local public agency (LPA) performs the work. The regulation provides that the STA and LPA must provide its full-time employee to be in “responsible charge” of the project.

The undersigned employee(s) of the Project Sponsor will act as person of responsible charge. If at any point the employee leaves the LPA, the LPA is responsible for finding a suitable replacement and notifying EWG. If the person of responsible charge is found to not be a full-time employee of the LPA, it will result in the loss of federal funds for this project. One employee can act as person of responsible charge for all three phases. All three phases must be signed.

Person of Responsible Charge – Design Phase

Name (print): Terry Jones
Title: Superintendent of Public Works Email: tjones@glendalemo.org
Signature: _____
Date: _____

Person of Responsible Charge – Right-of-Way Acquisition Phase

Name (print): Terry Jones
Title: Superintendent of Public Works Email: tjones@glendalemo.org
Signature: _____
Date: _____

Person of Responsible Charge – Construction/Implementation Phase

Name (print): Terry Jones
Title: Superintendent of Public Works Email: tjones@glendalemo.org
Signature: _____
Date: _____

RIGHT-OF-WAY ACQUISITION CERTIFICATION STATEMENT

The State Department of Transportation and the Federal Highway Administration (FHWA) have the right and responsibility to review and monitor the acquisition procedures of any federally funded transportation project for adherence to The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970. Those projects found in non-compliance may jeopardize all or part of their federal funding.

A. The Project Sponsor hereby certifies that any right-of-way, and/or permanent or temporary easements necessary for this project, obtained prior to this application, were acquired in accordance with The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

B. The Project Sponsor also certifies that any additional right-of-way, and/or permanent or temporary easements, subsequently required to complete the project, will be acquired according to The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

Frank Johnson

Name (print)

City Administrator

Title

Signature

Date

NOTIFICATION OF TITLE VI & NONDISCRIMINATION REQUIREMENTS

Title VI

A recipient of any federal funds from the U.S. Department of Transportation (“DOT”) must comply with federal statutes, regulations, executive orders, and other pertinent directives that govern nondiscrimination in federally assisted programs. Below is a list of the statutes and regulations that may apply to a recipient’s program; however, other federal requirements regarding nondiscrimination may be imposed by DOT.

- A. Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. §§ 2000d *et seq.*
- B. All requirements imposed by or pursuant to the Code of Federal Regulations, Title 49: Transportation, Subtitle A: Office of the Secretary of Transportation, Part 21: *Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964.*

As part of federal requirements, a recipient of funds from DOT must ensure that it has written policies and procedures in place to ensure nondiscrimination in its programs, up to and including, developing a Title VI Plan.

Nondiscrimination

A recipient of any federal funds from the U.S. Department of Transportation (“DOT”) must comply with federal statutes, regulations, executive orders, and other pertinent directives that govern nondiscrimination in federally assisted programs. Below is a list of the statutes and regulations that may apply to a recipient’s program; however, other federal requirements regarding nondiscrimination may be imposed by DOT.

- A. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, and implementing regulations at 49 CFR Part 21 – *Nondiscrimination in Federally Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act.*
- B. The equal employment opportunity provisions of 49 U.S.C. § 5332 and Title VII of the Civil Rights Act of 1964, 42 U.S.C. §§ 2000e *et seq.*, and implementing regulations, including;
 1. 41 CFR Part 60 – *Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.*
- C. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. §§ 1681 *et seq.*, and implementing regulations at 49 CFR Part 25 – *Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance.*
- D. Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, and the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. §§ 12101 *et seq.*, and implementing regulations, including:
 1. 49 CFR Part 27—*Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.*
 2. 49 CFR Part 37—*Transportation Services for Individuals with Disabilities (ADA).*
 3. 36 CFR Part 1192 and 49 CFR Part 38—*Americans with Disabilities (ADA) Accessibility Specifications for Transportation Vehicles.*
 4. 28 CFR Part 35—*Nondiscrimination on the Basis of Disability in State and Local Government Services.*
 5. 28 CFR Part 36—*Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities.*
 6. 41 CFR Subpart 101 – 119—*Accommodations for the Physically Handicapped.*
 7. 29 CFR Part 1630—*Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act.*
 8. 47 CFR Part 64, Subpart F—*Telecommunications Relay Services and Related Customer Premises Equipment for the Hearing and Speech Disabled.*
 9. 36 CFR Part 1194—*Electronic and Information Technology Accessibility Standards.*

- 10. 49 CFR Part 609—*Transportation for Elderly and Handicapped Persons*.
- 11. Federal civil rights and nondiscrimination directives implementing those federal laws and regulations, unless the federal government determines otherwise in writing.
- E. The Age Discrimination Act of 1975, as amended, 42 U.S.C. §§ 6101 *et seq.*
- F. The Age Discrimination in Employment Act, 29 U.S.C. §§ 621 through 634, and implement regulations of the U.S. Equal Employment Opportunity Commission at 29 CFR Part 1625—*Age Discrimination in Employment Act*.
- G. The Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. §§ 1101 *et seq.*, the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, as amended, 42 U.S.C. §§ 4541 *et seq.*, and the Public Health Service Act of 1912, as amended, 42 U.S.C. §§ 290dd through 290dd-2.
- H. Executive Order 12898—Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, 42 U.S.C. § 4321 note, and DOT Order 5620.3 at Federal Register Vol. 62 No. 18377—*Department of Transportation Actions to Address Environmental Justice in Minority Populations and Low-Income Populations*.
- I. Executive Order 13166 – Improving Access to Services for Persons with Limited English Proficiency, 42 U.S.C. § 2000d – 1 note, and implementing policy guidance at Federal Register Vol. 70 No. 74087—*DOT Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficiency (LEP) Person*.

By submitting its application as part of the TIP process and signing below, the Project Sponsor certifies that it has reviewed the federal requirements regarding nondiscrimination in federally assisted programs and believes that the Project Sponsor complies with the required policies and procedures.

Also, the Project Sponsor acknowledges its understanding that if the Project Sponsor does not have the required policies and procedures in place prior to federal funds being obligated, then the Project Sponsor’s project may become ineligible for federal funding.

Frank Johnson _____

Name (print)

City Administrator _____

Title

Signature

Date

A RESOLUTION AUTHORIZING THE PAYMENT OF THE SURFACE
TRANSPORTATION PROGRAM GRANT APPLICATION FEE FOR PHASE 2
OF THE E. ESSEX AVE. IMPROVEMENT PROJECT

WHEREAS, the City of Glendale, Missouri (“City”), is desirous of performing major repairs to East Essex Avenue between North Sappington Road and Devon Road; and

WHEREAS, the City approved Resolution 45-23 authorizing Task Order #17 with Lochmueller Group, which provides for its assistance in applying for Federal funding from the East-West Gateway Council of Governments Surface Transportation Program; and

WHEREAS, the City applied for federal aid funding through the program in the 2024 cycle and the E. Essex Ave. Phase 2 project was not selected due to its score in relation to competing projects throughout the St. Louis metro region; and

WHEREAS, the City and Lochmueller Group have met with representatives of East-West Gateway to discuss ways to make the application more competitive for the upcoming 2025 grant cycle; and

WHEREAS, City staff and Lochmueller Group believe that the guidance offered by representatives of East-West Gateway will make the application for this project more competitive and therefore recommend that such application be resubmitted to East-West Gateway for funding consideration through the 2025 Surface Transportation Program Call for Projects with an application fee not to exceed Eight-Thousand Five-Hundred Fifty dollars and Thirty-Seven Cents (\$8,550.37); and

WHEREAS, the City has determined it is in the best interest of the City to resubmit the surface transportation program grant application to East-West Gateway to seek federal funding through the 2025 Surface Transportation Program and to pay the application fee in an amount not to exceed Eight-Thousand Five-Hundred Fifty dollars and Thirty-Seven Cents (\$8,550.37).

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

SECTION ONE: The Board of Alderman of the City of Glendale, Missouri, hereby approves submitting the surface transportation program grant application to East-West Gateway to seek federal funding through the 2025 Surface Transportation Program for the City’s E. Essex Ave. Phase 2 project and approves payment of the application fee to East-West Gateway Council of Governments for the Surface Transportation Program at a price not to exceed Eight-Thousand Five-Hundred Fifty dollars and Thirty-Seven Cents (\$8,550.37).

SECTION TWO: The City shall and the Mayor, City Administrator and other appropriate officers, agents and employees of the City are authorized to execute said grant application and to take such further actions and execute and deliver such other documents, certificates, and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution.

SECTION THREE: This project will be budgeted and charged to line item 90060-44033.

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

This Resolution Passed and Approved on the 3rd day of February, 2025.

Michael A. Wilcox
Mayor

ATTEST:

Frank Johnson
City Administrator/City Clerk

AN ORDINANCE AMENDING SECTIONS 515.010, 515.030, 515.050, 515.080, 515.090 AND 515.110 OF THE GLENDALE MUNICIPAL CODE PERTAINING TO TEMPORARY SIGNS IN RESIDENTIAL ZONING DISTRICTS IN THE CITY OF GLENDALE, MISSOURI

WHEREAS, Chapter 515 of the Glendale Municipal Code of Ordinances imposes certain rules and regulations related to permissible signs in the various zone districts within the City of Glendale, Missouri (the “City”); and

WHEREAS, City staff has recommended revisions to the sign code in order to ease with enforcement and application, and the Board of Aldermen has determined that certain amendments to Sections 515.010 and 515.110 of the Municipal Code are appropriate all for the benefit of the residents of the City.

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

SECTION ONE:

Section 515.010 of the Glendale Municipal Code shall be amended by removing the definition of “political signs,” amending the definition of “church bulletin board,” and adding a new definition of “temporary sign” as follows:

Section 515.010 – Definitions.

For the purposes of this Chapter the following words and phrases shall have the meanings respectively ascribed to them by this Section:

~~CHURCH~~ BULLETIN BOARD

A sign attached to the exterior of a **public, charitable or religious institution** ~~church~~ or located elsewhere on the ~~church~~ premises and used to indicate the services or activities of the **institution** ~~church~~ and including the ~~church~~ name **of the institution** if desired.

...

~~POLITICAL SIGN~~ — A temporary sign advocating or opposing any political proposition or candidate for public office.

...

TEMPORARY SIGN – Any sign intended for a limited or intermittent period of display, made of non-rigid material. For the purpose of this article, the term “temporary” means three months or less.

...

SECTION TWO:

Section 515.030 of the Glendale City Code addressing issuance of sign permits is hereby amended to read as follows:

Section 515.030 Permit — Issuance Not to Grant Vested Right.

The granting of such license and permit shall not grant the holder of such permit a vested right and in the event that at any time ~~in the opinion of the Board of Aldermen, the sign, billboard or bill or painted sign~~ **violates this chapter** ~~becomes objectionable~~, it shall be removed at the direction of the Board of Aldermen.

SECTION THREE:

Section 515.090 of the Glendale City Code addressing prohibited signage is hereby amended to add new sub-sections (A)(12) and (A)(13) to read as follows:

Section 515.090 Prohibited Signs and Prohibited Locations

...

12. Any sign located in the public right-of-way.
13. Within the sight triangle at the intersection of any two streets, as determined by the City Traffic Engineer.

SECTION FOUR:

Section 515.050 of the Glendale City Code addressing commercial signage is hereby amended to add a new sub-section (A)(5) to read as follows:

...

5. **Real estate signs.** Unilluminated commercial real estate signs not exceeding sixteen (16) square feet in area which advertise the sale, rental or lease of the premises upon which the sign is located may be erected without a permit, provided that only one (1) sign is erected on a building or premises per lot and such sign is not located within the public right-of-way. This requirement shall not preclude the placement of an additional window sign which shall designate the actual area for sale, rent or lease **pursuant to subsection 4 herein.** ~~A window sign may cover no more than fifty percent (50%) of the window or glass to which it is applied.~~ Any such sign shall refer only to the sale or lease of the building or premises; the name, address and telephone number of the agent; the zoning designation; and the amount of space available. ~~"Sold," "Leased" or "Rented" signs are not permitted.~~ All signs must be removed within ~~two~~ ten (10) days of the sale closing or lease initiation date.

SECTION FIVE:

Section 515.080 of the Glendale City Code addressing temporary signs is hereby amended to read as follows:

Section 515.080 Temporary Signs.

A single temporary ~~Special promotions or display signs not exceeding twelve (12) square feet upon property in commercial districts, used for holidays or the promotion of civil welfare or charitable purposes may be temporarily displayed by any church, not for profit institution or government. The signs may not be displayed for a period of not more than fifteen (15) consecutive days. Such a temporary, nor shall any sign shall not be permitted more often than once every sixty (60) each forty five (45) days.~~

SECTION SIX:

Section 515.110 of the Glendale City Code addressing signs in residentially zoned districts is hereby amended to read as follows:

Section 515.110 – Residentially Zoned Districts.

- A. Subject to the limitations hereinafter set forth, only the following signs shall be permitted in residential districts:
1. *Public, charitable or religious institution bulletin boards.* **Bulletin boards not over twenty-four (24) square feet and no linear dimension in excess of six (6) feet, for Ppublic, charitable or religious institutions desiring to erect bulletin boards located on their premises of the institution are permitted in residentially zoned districts. Institutions wishing to erect such bulletin boards shall submit a sign application the same to the City Administrator for approval; provided, that the face of the bulletin board shall not exceed twenty four (24) square feet with no linear dimension in excess of six (6) feet, and which shall be located on the premises of such institution, and with a be set back from the right-of-way by of ten (10) feet and –Ssuch signage shall not violate the provisions of Section 515.090. No charge shall be made for such permit or for the annual inspection thereof, but such signs-bulletin boards shall be safely maintained in accordance with the provisions of Section 515.070.**
 2. *Political Temporary noncommercial signs.* **No political sign-Temporary signs not exceeding eight (8) square feet in area having a non-commercial message may be displayed on private property advertising any candidate or political cause shall be erected on any premise in a residential zone. No illuminated signs of this character shall be erected. Temporary noncommercial signs, such as those announcing political candidates or issues, sign shall not be posted more than thirty (30) forty-five (45) days in any 3-month period. Prior to the election at which such candidate or causes are being submitted and shall be removed within three (3) days after such election. No such signs shall be erected within fifteen (15) feet of the paved portion of the street. No signs shall be posted on private property without**

permission of the property owner. There shall be no more than **one (1) sign containing the same message per lot for lots having a width of 100 feet or less and no more than two (2) signs containing the same message per lot on lots having a width of greater than 100 feet.** ~~Political signs shall not be required to be submitted for a permit.~~

3. *Property Real estate signs.* Unilluminated residential real estate signs not exceeding **eight (8)** square feet in area which advertise **the** sale, rental or lease of the premises upon which the signs are located may be erected, without a permit.; ~~provided, that such signs are not located within fifteen (15) feet of the paved portion of the street.~~ There shall not be more than one (1) sign on each lot frontage. One (1) "Open" directional sign for each house for sale of a size not exceeding four (4) square feet to be located at the corner of two (2) intersecting streets may also be erected without a permit provided that the sign is located at least two (2) feet from the paved portion of the street, permission is given for the placement of the sign by the property owner, and adjoining property owner and the sign is only displayed **during the hours of an open house.** ~~on Sunday between the hours of 1:00 P.M. and 5:00 P.M. "Sold", "Leased" or "Rented" signs are not permitted.~~ **All signs must be removed within ten days following the date of closing on the sale or leasing of the property.**

~~Unilluminated commercial real estate signs not exceeding sixteen (16) square feet in area which advertise sale, rental or lease of the premises upon which the sign is located may be erected without a permit provided, that only one (1) sign is erected on a building or premises per lot and such sign is not located within the public right-of-way. This requirement shall not preclude the placement of an additional window sign which shall designate the actual area for sale, rent or lease. A window sign may cover no more than fifty percent (50%) of the window or glass to which it is applied. Any sign legend shall refer only to the sale or lease of the building or premises; the name, address and telephone number of the agent; the zoning designation; and the amount of space available. "Sold," "Leased" or "Rented" signs are not permitted. All signs must be removed within two ten (102) days of the sale closing or lease initiation date.~~

4. ~~Temporary accessory signs to subdivision developments.~~ These signs shall be for the purpose of identification of homes for sale or rent in the subdivision under construction. One (1) such sign shall be allowed for each subdivision or development and shall not be closer than nine (9) feet to the right-of-way of adjacent streets. No sign shall be higher than eight (8) feet from the ground. The sign shall be removed within ten (10) days of that time in which occupancy permits have been issued for eighty percent (80%) of the homes in the subdivision.
4. ~~5.~~ *Garage sale signs Temporary yard signs.* Signs used to indicate a garage sale, **estate sale**, lawn sale or basement sale ~~may not be placed within fifteen (15) feet of the paved portion of the street.~~ Such signs shall not be larger than four (4) square feet. No more than one (1) such sign per lot may be posted between the hours of 7:00 A.M. and 8:00 P.M. and all signs must be removed **upon conclusion of the**

sale and shall not be posted for more than four (4) consecutive days after one (1) day.

SECTION SEVEN

The remaining provisions of Chapter 515 not amended by this Ordinance shall remain in full force and effect.

SECTION EIGHT:

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 18th day of February, 2025.

Michael A. Wilcox
Mayor

ATTEST:

Frank Johnson
City Clerk

AN ORDINANCE AMENDING TABLE III-A OF TITLE III OF THE MUNICIPAL CODE OF THE CITY OF GLENDALE, MISSOURI, REGARDING NO PARKING ON A PORTION OF GLENDALE GARDENS DRIVE AND MATTERS RELATING THERETO.

WHEREAS, the City of Glendale, Missouri (the “City”), is authorized to regulate traffic movements upon the City streets and, in accordance with such authority, has adopted Title III of the Code of Ordinances (the “Code”) in general and Chapter 355 regarding the designation and enforcement of parking restrictions within the City;

WHEREAS, as part of the designation of parking restrictions within the City, the City maintains Table III-A designating no parking zones on certain streets within Title III of the Code; and

WHEREAS, the Board of Aldermen of the City (the “Board of Aldermen”) deems it appropriate to amend Table III-A regarding the designation of no parking areas on City streets to prohibit the parking of motor vehicles on a portion of Glendale Gardens Drive all within Title III of the Code.

NOW, THEREFORE, Be It Ordained by the Board of Aldermen of the City of Glendale, Missouri, as follows:

SECTION ONE:

Table III-A of Schedule III of Title III of the of the Municipal Code is hereby repealed and a new Table III-A is adopted in lieu thereof to read as follows (new language underlined and deleted language shown as struck through):

Schedule III. Parking Restrictions

Table III-A. No Parking Zones:

It shall be unlawful for any vehicle at any time to park on either side of or on any part of any of the following streets as hereinafter designated which are streets having a width of the paved portion of the street of less than sixteen (16) feet or which are a main traffic artery and which are classified as Class C streets or which the City Traffic Engineer determines shall be designated as a no parking area. Signs shall be erected indicating that parking is prohibited on:

Ord. No.	Location	Boundaries
CC 1970 §16-90	Berry Road	Except along the west side from a point fifteen (15) feet north of the north line of Flower Hill Drive northwardly to the north line of Flower Hill Subdivision.
CC 1970 §16-90	Chelsea Avenue	From west curb line of Sappington Road to a point two hundred fifty (250) feet west; except, that vehicles may load and unload school children along the north curb line by stopping within one (1) foot of and parallel to the curb.

Ord. No.	Location	Boundaries
<u>ORD 04-25</u>	<u>Glendale Gardens Drive</u>	<u>From south curb line of Manchester Road to a point two hundred fifty (250) feet south on the west curb and to a point two hundred eighty (280) feet south on the east curb.</u>
CC 1970 §16-90	Greentree Lane	From Berry Road west for one hundred (100) feet.
CC 1970 §16-90	Hawbrook	Except that on the south side of Hawbrook Avenue from a point twenty-six (26) feet east of the paved portion of Sappington Road eastwardly to a point one hundred (100) feet east of paved portion of Sappington Road, parking of passenger automobiles shall be permitted. No trucks or commercial vehicles may be parked in this area.
CC 1970 §16-90	Idlewild Lane	
CC 1970 §16-90	Kirkham Avenue	
CC 1970 §16-90	Manchester Road	
CC 1970 §16-90	Sappington Road	

SECTION TWO:

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

Read two times and finally passed by the Board of Aldermen of the City of Glendale, Missouri, this 18th day of February 2025.

Mike Wilcox
Mayor

Frank Johnson
City Administrator/City Clerk