



**NOTICE OF PUBLIC MEETING  
SEPTEMBER 15, 2025 – 7:00 P.M.  
BOARD OF ALDERMEN MEETING  
TENTATIVE AGENDA**

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- I. MEETING CALLED TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. APPROVAL OF SEPTEMBER 2, 2025 MINUTES
- V. CITIZEN COMMENTS
- VI. SWEARING-IN OF FIREFIGHTER/PARAMEDIC VIDAL HERNANDEZ
- VII. TREASURER’S REPORT
- VIII. ORDINANCES FOR FIRST READING, SECOND READING AND FINAL APPROVAL

PUBLIC HEARING – 2025 PROPERTY TAX RATES

- B20-24 AN ORDINANCE LEVYING AND FIXING THE TAX RATES IN THE CITY OF GLENDALE, COUNTY OF ST. LOUIS, STATE OF MISSOURI, FOR THE YEAR 2025 ON ALL PROPERTY SUBJECT TO TAXATION IN SAID CITY FOR GENERAL MUNICIPAL PURPOSES, FOR THE CITY’S PENSION FUND, AND FOR THE CITY’S DEBT SERVICE FUND
- B22-25 AN ORDINANCE APPROVING A FINAL PLAT FOR THE CONSOLIDATION OF PROPERTIES LOCATED AT WESTBOROUGH COUNTRY CLUB

IX. ORDINANCES FOR SECOND READING AND FINAL APPROVAL

- B17-25 AN ORDINANCE AMENDING CHAPTER IX OF THE CITY PERSONNEL POLICY MANUAL REGARDING HEALTH INSURANCE RETIREMENT POLICIES
- B18-25 AN ORDINANCE AMENDING TABLE III-A OF TITLE III OF THE MUNICIPAL CODE OF THE CITY OF GLENDALE, MISSOURI, REGARDING NO PARKING ON ESSEX AVENUE AND MATTERS RELATING THERETO
- B19-25 AN ORDINANCE AMENDING SECTIONS 140.020, 140.110, AND 140.130 OF THE GLENDALE MUNICIPAL CODE PERTAINING THE OPEN MEETINGS AND RECORDS POLICY OF THE CITY OF GLENDALE, MISSOURI

X. ORDINANCES FOR FIRST READING

- B21-25 AN ORDINANCE AMENDING CHAPTER 355 OF THE GLENDALE MUNICIPAL CODE BY ADDING A NEW SECTION, TO BE NUMBERED 355.110, REGARDING ON-STREET PARKING REGULATIONS OF THE CITY OF GLENDALE, MISSOURI

XI. RESOLUTIONS

R42-25 A RESOLUTION APPOINTING KORI NEELY, P.E. OF HR GREEN INC AS CITY ENGINEER FOR THE CITY OF GLENDALE AND AUTHORIZING A SERVICES AGREEMENT BETWEEN THE CITY OF GLENDALE AND HR GREEN INC FOR CITY ENGINEERING SERVICES

XII. REPORTS

XIII. ADJOURNMENT

XIV. EXECUTIVE SESSION

Notice is hereby given that, subject to a motion duly made and adopted, the Board of Aldermen of the City of Glendale will hold a closed session, for the purpose of considering one or more of the following matters pursuant to § 610.021, RSMo: (1) legal actions, causes of action, litigation or privileged communications between the City's representatives and its attorneys; and (12) for the purpose of dealing with matters relating to any documents and information pertaining to a negotiated contract until a contract is executed.

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Gabrielle Macaluso  
Community Engagement Officer

Updated 3:30 p.m., September 15, 2025



**MINUTES  
BOARD OF ALDERMEN MEETING  
September 2, 2025 –7:00 p.m.**

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**CALL TO ORDER**

A meeting of the Board of Aldermen of the City of Glendale was held on Monday, September 2, 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 Nauman  
Alderwoman Volk  
Alderwoman Capshaw Cushing  
Alderwoman Lane  
Alderwoman Fiordelisi  
Alderman Stewart

Also present were: Frank Johnson, City Administrator; Brian Malone, City Attorney; Jeff Beaton, Police Chief; Terry Jones, Public Works Superintendent; and Gabby Macaluso, Community Engagement Officer.

**APPROVAL OF AGENDA**

Moved by Alderwoman Lane, seconded by Alderwoman Volk, and unanimously carried, to approve the agenda as submitted.

**APPROVAL OF MINUTES**

Moved by Alderman Nauman, seconded by Alderman Stewart, and unanimously carried, to approve the regular meeting minutes of August 18, 2025.

**CITIZEN COMMENTS**

**Tom Mehan, 103 Austin Place:** Mr. Mehan asked how the City of Glendale can reallocate the Prop S funds that were freed up when the Board of Aldermen decided to forgo the addition of sidewalks to Alexandra Ave. (*due to public feedback*) to another project. He said he’s opposed to this reallocation and doesn’t think it’s legal. He thanked Mayor Wilcox and Mr. Jones for their quick responses when he emailed this question.

Mayor Wilcox reiterated the response shared with Mr. Mehan via email from the City’s bond counsel, which noted that as long as the new project meets the parameters of the what the bond language said, a project could be added in place of the Alexandra Ave. sidewalks.

## **ORDINANCES FOR FIRST READING**

**Bill 17-25** – Personnel  
Policy Manual Amendment  
(Assigned Ord. No. 17-25)

Mayor Wilcox introduced Bill 17-25, an ordinance amending Chapter IX of the City Personal Policy Manual regarding health insurance retirement policies.

Moved by Alderman Stewart, seconded by Alderman Nauman and unanimously carried, to approve the first reading of Bill 17-25 by title only.

City Administrator Frank Johnson explained that the Collective Bargaining Agreement (CBA) approved by the Board of Aldermen included a provision to lower the age to access the retirement medical plan from 60 to 55 when the retiree has 20 years of service. Mr. Johnson noted that the retiree must pay the entire premium.

**Bill 18-25** – Amending  
Table III-A of Title III of  
the City’s Municipal Code  
(Assigned Ord. No. 18-25)

Mayor Wilcox introduced Bill 18-25, an ordinance amending Table III-A of Title III of the Municipal Code of the City of Glendale, Missouri, regarding no parking on Essex Avenue and matters relating thereto.

Moved by Alderman Stewart, seconded by Alderman Nauman and unanimously carried, to approve the first reading of Bill 18-25 by title only.

Mr. Johnson noted that prior to the reconstruction of E. Essex Avenue, a small shoulder existed where limited parking could occur. This shoulder is now gone and with the new curb and gutter in place, the street is too narrow to allow parking otherwise.

**Bill 19-25** – Amending the  
City’s Municipal Code  
Regarding Open Meetings  
and Records Policy  
(Assigned Ord. No. 19-25)

Mayor Wilcox introduced Bill 19-25, an ordinance amending the sections 140.020, 140.110, and 140.130 of the Glendale Municipal Code pertaining to the open meetings and records policy of the City of Glendale, MO.

Moved by Alderman Stewart, seconded by Alderwoman Lane and unanimously carried, to approve the first reading of Bill 19-25 by title only.

Mr. Johnson noted that these changes are to bring the City of Glendale into compliance with new state statutes that allow cities to exclude records containing individually identifiable information of a minor, except under certain circumstances

## **RESOLUTIONS**

**R40-25** – Readoption and  
Reaffirming the City’s  
Municipal Code Related to  
Conflicts of Interest

Mayor Wilcox introduced Resolution 40-25, a resolution readopting and reaffirming the requirements and polices of Chapter 110 of the Municipal Code of the City of Glendale related to conflicts of interest.

Mr. Johnson explained that according to State statute, municipalities must determine whether to conform to the detailed personal financial disclosure

requirements spelled out in the statutes or adopt its own rules for disclosing conflicts of interest. The state statute sets out certain minimum requirements for a local conflict of interest disclosure ordinance. An ordinance, resolution, or order must be adopted at least every other year.

Moved by Alderwoman Stewart, seconded by Alderman Stewart and unanimously carried, to approve Resolution 40-25.

**R41-25** – Contract  
Authorization with Morton  
Salt Inc.

Mayor Wilcox introduced Resolution 41-25, a resolution authorizing a contract with Morton Salt Inc. for the purchase of supplemental rock salt for fiscal year 2026.

Mr. Johnson explained that the City of Glendale received three bids for rock salt from three vendors. The lowest, best, and recommended bid is from Morton Salt Inc. He noted that this contract is intended to be a backup source of salt and possibly not needed during the season.

Moved by Alderwoman Lane, seconded by Alderman Stewart and unanimously carried, to approve Resolution 41-25.

## **DISCUSSION ITEMS**

### **Long-Term Street Parking Restriction**

Mr. Johnson explained that after the City removed the restriction prohibiting parking on the street between 2:00 a.m. and 6:00 a.m., there was no parking restriction in its place. He noted that the Board of Aldermen asked Chief Beaton to research and propose a new parking restriction. Chief Beaton proposed a seven-day limit for continuous parking.

Alderman Stewart asked if the City has received a lot of complaints about parked cars. Mayor Wilcox and some of the aldermen said yes.

Alderwoman Volk expressed a preference for ordinances with provisions that make parking restrictions more enforceable.

Alderman Nauman expressed concern about totally banning parking cars across the street from driveway opening. Mayor Wilcox shared this concern, but recognized that parking across the street from driveway openings can be a major issue if a street is narrow.

Alderwoman Volk suggested allowing parking on only one side of the street for some streets that are of a certain width or exhibit parking issues.

Mayor Wilcox suggested an education campaign promoting parking regulations and encouraging courteous parking practices, coupled with warnings placed on cars that are parked without care for their neighbors.

Alderman Stewart mentioned that in Kirkwood and Oakland, they have a 48-hour street parking restriction. He asked when the clock starts in terms of tracking the amount of time that a car is parked in a particular space. Alderman Stewart noted that he would like to hear from Captain Catlett and the Police Department about what they think are reasonable parking restrictions.

Alderman Nauman asked if the goal is to get cars off the street. He asked if the goal is to encourage vehicles to be parked on driveways instead of the street?

Alderwoman Lane said that she receives complaints from residents regarding vehicles that are parked too close to four-way stops, parked on too narrow of a street in violation of the 12-foot wide rule, and trash trucks that can't fit between two parked cars.

Mr. Johnson asked the Board of Aldermen if they would support the seven-day parking restriction ordinance given its limitations.

Mayor Wilcox asked the Board for their opinion.

Alderman Stewart said yes because it's a place to start and it can be adjusted with time.

Captain Catlett noted that the countdown for the seven-day parking limit would start on the day the Police Department receives and documents a complaint about a parked vehicle.

Alderwoman Fiordelisi said that the seven-day restriction is a good starting point and thinks that the communication campaign to increase awareness of parking regulations and etiquette is a good idea.

Alderwomen Lane and Capshaw Cushing also felt that it's a good start.

Alderwoman Volk said that it was a good start, but her preference would be a shorter maximum number of days parked, but will defer to the Police Department's guidance.

Alderman Nauman said he felt that the parking restrictions are not necessary and that the City hasn't fully framed out a purpose.

### **Traffic Calming**

Mr. Johnson explained that the City has been receiving more pressure from residents to implement traffic control measures on their streets. He noted that the pressure has increased because Kirkwood has implemented multiple traffic control measures and adopted a safe streets plan.

Mr. Johnson asked the Board of Aldermen to let him know the level of approach they prefer for exploring the issue and identifying approaches for calming traffic.

Mr. Johnson proposed creating a task force to help address traffic calming techniques holistically, rather than piecemeal. This group would identify the biggest traffic issues throughout the whole city. The task force members would include:

- Police Chief
- Public Works Superintendent
- Mayor
- Alderman from each ward
- New City Engineer

Alderwoman Capshaw Cushing said she feels the task force is necessary since there's been so many close calls and near misses of pedestrian accidents.

Alderwoman Volk seconded this sentiment and asked the Police Department about police department data regarding near misses. Mr. Johnson explained that unfortunately, the Police Department primarily has data for accidents, not near misses unless a police report was made.

Aldermen Stewart asked if the speed bumps installed on Longview Blvd. have helped slow down traffic.

Mr. Johnson said he met with the City of Kirkwood to discuss their study of traffic patterns on streets around N. Glendale Elementary. He said their data would be helpful to the City of Glendale.

Alderman Nauman would like to see which techniques have been successful and which have failed.

Alderman Stewart noted that the cost and effectiveness of these techniques need to be assessed.

Mayor Wilcox asked the Board members to send their thoughts to Frank.

Alderman Nauman asked if the school road study addressed side streets or arterials only. Mr. Johnson explained that both were being assessed.

## **REPORTS**

Mr. Johnson noted the following items in his report:

- Reminded Board members to complete the Comprehensive Plan Meeting poll to determine a meeting date.
- Stated that he continues to work with City Attorney Jim Hetlage to refine the zoning code.

- Reminded the Board that he serves on the Municipal League Administration Affairs Committee, which is now focused on the state’s redistricting efforts in the mid-census term and juvenile justice reform.
- Reminded the Board of JazzFest on September 19 from 6:00-10:00 p.m.
- Noted that Chief Beaton is out on medical leave and that he just celebrated his 14<sup>th</sup> work anniversary.
- Shared that the new firefighter starts on September 9<sup>th</sup>.

Ms. Macaluso noted that staff continues to prepare for JazzFest.

**ALDERMEN  
COMMENTS**

Alderman Fiordelisi stated that she looks forward to working on traffic calming issues.

Alderman Lane shared that she wants to be sure that Idlewild and Venemann Ave. are studied by the task force and staff to determine if Idlewild should be a one-way street and to look at pedestrian safety and effective traffic calming approaches on both streets. She also noted that Kirkwood is surveying their residents about what they would like the pool facility. She confirmed with Mr. Johnson that the City of Glendale has not been contacted regarding this survey.

Mr. Johnson noted that he reached out the City’s representative on the Aquatics Board and they clarified that the survey is trying to determine if Kirkwood residents want to keep maintaining the pool, upgrade it, or redo it.

Alderman Capshaw Cushing noted that child was hit by a vehicle at the intersection of Rock Hill and Central, speaking to the need for a study of Glendale’s streets and traffic control techniques.

Alderman Nauman noted that there were 17 days to JazzFest.

**EXECUTIVE SESSION  
(CLOSED)**

Moved by Alderman Lae, seconded by Alderman Capshaw Cushing to adjourn to Executive Session pursuant to (i) RSMo Section 610.021(2) for the purpose of dealing with matters relating to the leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor; and (ii) Section 610.021(3) for the purpose of dealing with matters relating to hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

The vote thereon was as follows:

Alderman Nauman	“Aye”
Alderman Volk	“Aye”
Alderman Capshaw Cushing	“Aye”

Alderman Lane	“Aye”
Alderman Fiordelisi	“Aye”
Alderman Stewart	“Aye”

**ADJOURN**

Moved by Alderman Nauman, seconded by Alderman Volk and unanimously approved to adjourn the Board of Aldermen public meeting at 8:18 p.m.



***Internal Memorandum***

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**Office of the City Administrator**

**To: Honorable Mayor Mike Wilcox  
Members of the Board of Aldermen**

**From: Frank Johnson, City Administrator  
Steve Chamberlin, City Treasurer & Dan Lawrence, Finance Officer**

**Subject: August Treasurer's Report**

**Date: September 12, 2025**

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**Cash and Investment Balances:**

The City's cash position remains stable through the end of August with a cash and investment balance as of August 31, 2025, of \$5,127,330. Of this figure, \$4,803,273 is available for operations of the city. A month ago, the figure was \$4,980,591 with a comparable number on August 31, 2024, of \$4,709,521.

The decrease in funds available for operations during August is normal due to low collection of property tax bills (\$2,517), and trash bill collections (\$34,113). The two large and unusual cash disbursements were to City of Kirkwood in the amount of \$76,532 for 2023 Aquatic Center maintenance and \$35,626 to Miken for computer hardware upgrades.

The City's cash and investment position increases in December and January and generally declines from February through November as a normal occurrence until property tax collections start back up again in December.

**General Fund Revenues and Expenditures:**

During the month of August, the General Fund received \$416,071 in revenues and had \$411,523 in expenditures causing a monthly surplus of \$4,548. A year ago, the figures were \$416,974 in revenues and \$430,172 in expenses for a deficit of \$13,198. Please see below for further details as well as the enclosed all funds totals document.

**REVENUES**

General Fund	August-25		Year to Date	
	2025	2024	2025	2024
Property Taxes	951	1,667	2,425	3,148
Sales Tax	112,463	108,618	216,358	204,771
Gross Receipts-Electric	71,158	62,564	101,581	95,842
Gross Receipts-Telephone	5,615	5,757	13,209	13,095
Gross Receipts-Gas	8,966	9,584	18,858	19,971
Gross Receipts-Water	26,546	24,320	46,025	45,972
Local Option Use Tax	26,075	32,281	52,346	57,650
Court Revenues	8,557	6,931	11,338	11,012

**EXPENDITURES**

General Fund	August-25		Year to Date	
	2025	2024	2025	2024
Administration	46,343	50,465	131,840	120,011
Court	8,788	10,218	19,345	20,560
Police Department	144,183	153,503	388,422	366,295
Fire Department	159,869	167,383	435,306	397,804
Public Works	52,340	48,603	141,469	123,432

**Notes:**

- Sales tax revenue from the 1% pool through July and August is approximately \$12,000 higher in FY 2026 compared to the same two months last year.
- General liability, vehicle, and property insurance expense across all four departments has increased by \$20,000 compared to previous fiscal year.
- Year-to-date expenditures across Administration, Police, and Fire Departments are higher compared to previous due to budgeted increases in salaries and worker's compensation expense.
- Expenses were higher in Public Works for July and August compared to last year by approximately \$18,000 mostly due to extra full-time employee.

**Pension Fund Revenues and Expenditures:**

The City's contribution to the Fire and Police Pension Fund is funded by property tax, which for FY 2025 is budgeted to generate \$580,000. This is substantially greater than FY 2020 and earlier year figures of approximately \$135,000 as the passage of Prop E during the June 2020 election will greatly increase the property tax revenues available to the Pension Plan. All full-time employees have been enrolled in the MO Lagers plan as of January 1, 2021. The employee (4% of salary) and City contributions (various rate depending on department) are paid monthly to MO Lagers. For August, the employee withholding was \$7,892 with a City contribution of \$24,137. On April 1, 2021, MO Lagers took over the legacy portion of the Glendale retirement plan for retirees as well. The underfunded balance in the legacy portion of the plan is paid through semi-annual payments of \$118,728 beginning May 1, 2021. Also beginning January of 2021, transfers

to the General Fund from the Pension Fund are recorded for the Police and Fire portion of the City Lagers expense.

The Pension Fund's assets held at PNC of \$5,540,348 was transferred to MO LAGERS on March 9, 2021.

**Park and Stormwater Revenues and Expenditures:**

The ½ cent Park and Stormwater sales tax (collected on a point-of-sale basis) typically generates approximately \$175,000 a year. Of this amount, \$120,000 is budgeted to pay for the annual maintenance expense for Glendale's portion of the Aquatic Center for 2023 and 2026 as well as additional costs of \$14,500 for an expanded parks and recreational agreement with the City of Kirkwood and Webster Groves. The annual transfer budgeted for FY 2026 of \$60,000 to the Capital Improvement Fund for the stormwater portion of street projects in the CIP Fund occurred in June. Sales tax revenue through two months of the 2026 fiscal year is \$32,390 compared to \$31,641 for the previous fiscal year.

**Capital Improvement Fund Revenues and Expenditures:**

The Capital Improvement Fund has four sources of funding – a ½ cent sales (collection based on population) as well as a portion of the Fire Safety sales tax, transfers from the Park and Storm water Fund, occasional sales of surplus equipment, and grant revenue from STP street projects. Through two months of the fiscal year sales tax revenue is \$98,219 compared to \$94,274 for the prior year. There were four significant Capital Improvement Fund expenditures during August and they are listed below.

- Zoning code update plan-\$18,833
- Engineering services for Essex project-\$22,197
- Sappington Road engineering services-\$20,015
- Novachip-\$225,000

**\$1,000 to \$5,000 Purchases:**

There were 9 items that fell into this category during August 2025, and they are listed below.

- AC Systems, Inc.-\$2,450 Repair A/C system at City Hall.
- M&C Landscaping-\$4,690 City Hall & FD grounds maintenance (multiple months).
- National Construction-\$3,095 Fencing for upcoming Jazzfest.
- Gene Del Printing-\$2,153 Printing of newsletters.
- SSM Executive Health-\$4,735 Fire Department physicals.
- Wedge Tire-\$1,218 Replacement of tire for PW vehicle.
- Luby Equipment-\$2,311 Repair throttle of skid steer.
- Ideal Landscape-\$1,775 Stormwater Detention System.
- Meyer Electric-\$1,324 Replace GFCI & cones on streetlights.

If you have any questions regarding this report, please let me know. Thank you.

Cash and Investments	Balance		
	31-Aug-25	31-Jul-25	Change
General Fund	4,803,273.00	4,980,591.00	(177,318.00)

  

General Fund	August-25		Year to Date	
	2025	2024	2025	2024
Revenues	416,071.00	416,973.95	798,346.00	794,186.48
Expenses	411,523.00	430,172.45	1,116,383.00	1,028,101.87
Surplus(Deficit)	4,548.00	(13,198.50)	(318,037.00)	(233,915.39)

  

Sewer Lateral Fund	August-25		Year to Date	
	2025	2024	2025	2024
Revenues	9,581.00	9,572.87	19,065.00	18,994.08
Expenses	10,035.00	3,100.00	18,365.00	8,225.00
Surplus(Deficit)	(454.00)	6,472.87	700.00	10,769.08

  

Sanitation Fund	August-25		Year to Date	
	2025	2024	2025	2024
Revenues	75,824.00	56,237.20	150,977.00	112,331.74
Expenses	75,352.00	54,858.95	149,738.00	111,270.17
Surplus(Deficit)	472.00	1,378.25	1,239.00	1,061.57

  

Pension Fund	August-25		Year to Date	
	2025	2024	2025	2024
Revenues	634.00	1,112.85	1,616.00	2,101.92
Expenses	43,925.00	39,255.16	100,583.00	89,411.22
Surplus(Deficit)	(43,291.00)	(38,142.31)	(98,967.00)	(87,309.30)

  

Prop P Fund	August-25		Year to Date	
	2025	2024	2025	2024
Revenues	38,359.00	36,067.25	72,719.00	69,700.75
Expenses	33,333.00	34,166.66	66,667.00	68,333.32
Surplus(Deficit)	5,026.00	1,900.59	6,052.00	1,367.43

  

Parks and Stormwater Fund	August-25		Year to Date	
	2025	2024	2025	2024
Revenues	14,492.00	18,590.13	32,390.00	31,641.20
Expenses	1,077.00	0.00	77,610.00	0.00
Surplus(Deficit)	13,415.00	18,590.13	(45,220.00)	31,641.20

  

Capital Improvement Fund	August-25		Year to Date	
	2025	2024	2025	2024
Revenues	51,147.00	50,020.84	98,219.00	94,274.13
Expenses	293,893.00	386,783.04	327,047.00	401,377.88
Surplus(Deficit)	(242,746.00)	(336,762.20)	(228,828.00)	(307,103.75)

  

Debt Services Fund	August-25		Year to Date	
	2025	2024	2025	2024
Revenues	713.00	1,261.23	1,818.00	2,382.16
Expenses	73,950.00	79,500.00	74,250.00	79,500.00
Surplus(Deficit)	(73,237.00)	(78,238.77)	(72,432.00)	(77,117.84)

  

Prop S Fund	August-25		Year to Date	
	2025	2024	2025	2024
Revenues	3,255.00	0.00	10,159,169.00	0.00
Expenses	21,663.00	0.00	42,563.00	0.00
Surplus(Deficit)	(18,408.00)	0.00	10,116,606.00	0.00

AN ORDINANCE AMENDING CHAPTER IX OF THE CITY PERSONNEL POLICY  
MANUAL REGARDING HEALTH INSURANCE RETIREMENT 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 change the health insurance coverage upon retirement policy to lower the eligibility age to 55 years old so that it matches the retirement age for the city’s LAGERS pension plan.

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

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

Section 4. *Health Insurance Coverage Upon Retirement*

- A. *Retiree Coverage* – Effective July 1, 2023, employees who retire with at least twenty (20) consecutive years of full-time service and who are at least **fifty-five (55)** ~~sixty (60)~~ years of age as of the date of retirement may purchase health insurance from the City’s health insurance plan under conditions outlined in this section.

**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 15<sup>th</sup> day of September 2025.

ATTEST:

\_\_\_\_\_  
Michael A. Wilcox  
Mayor

\_\_\_\_\_  
Frank Johnson  
City Administrator/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 ESSEX AVENUE 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 either side of E. Essex Avenue from Sappington Rd. west to the city boundary at Hill Dr. 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:

<b>Ord. No.</b>	<b>Location</b>	<b>Boundaries</b>
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.

<b>Ord. No.</b>	<b>Location</b>	<b>Boundaries</b>
<u>ORD 18-25</u>	<u>Essex Avenue</u>	<u>West from Sappington Road to the west City limits.</u>
ORD 04-25	Glendale Gardens Drive	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.
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	

**Table III-B. Limited Parking – One Side of Street:**

The following streets having a width of the paved portion of from sixteen (16) feet to twenty-three (23) feet inclusive, are designated as Class B streets or which the City Traffic Engineer determines shall be designated as a limited parking area and it shall be unlawful to park a vehicle on the side of the street indicated hereinbelow opposite the name of the street. Such streets shall be posted with signs indicating the side of the street on which parking is prohibited. Parking on the other side of the street shall not be in violation of this Title:

<b>Ord. No.</b>	<b>Location</b>	<b>Boundaries</b>
CC 1970 §16-91	Algonquin Estates	North Side
CC 1970 §16-91	Austin Place	West from Lockwood Boulevard to Cornelia
CC 1970 §16-91	Bismark Avenue	South side
CC 1970 §16-91	Beverly	North side
CC 1970 §16-91	Brownell	North from Venneman to west City limits

<b>Ord. No.</b>	<b>Location</b>	<b>Boundaries</b>
CC 1970 §16-91	Chelsea Avenue	North from Sappington Road west to Venneman Avenue. Loading and unloading shall be permitted when signs are posted
CC 1970 §16-91	Chelsea Avenue	South from Sappington Road west to Venneman Avenue between the hours of 3:15 P.M. and 3:45 P.M. except on days when North Glendale School is not in session
CC 1970 §16-91	Cornelia Avenue	North from Berry Road to Parkland Avenue
CC 1970 §16-91	Devon Road	East where street is in Algonquin Estates
CC 1970 §16-91	Edwin Avenue	East Lockwood to Hawbrook Road
CC 1970 §16-91	Edwin Avenue	West Essex Avenue to Moreland Avenue
CC 1970 §16-91	Elm Avenue	East from Lockwood to Hawbrook Avenue
<del>CC 1970 §16-91</del>	<del>Essex Avenue</del>	<del>South from Sappington Road to the west City limits</del>
CC 1970 §16-91	Essex Avenue	North from Sappington Road east to west line of Devon Road
CC 1970 §16-91	Fuhrman Terrace	North
CC 1970 §16-91	Greentree Lane	North to within one hundred (100) feet of Berry Road
CC 1970 §16-91	Hawbrook Avenue	North from one hundred fifty-five (155) feet east of the east line of Sappington Road to west City limits
CC 1970 §16-91	Joanna	North from Nancy Jo west to 150 feet west of Andrew Drive
CC 1970 §16-91	Joanna	South from its intersection with Nancy Jo to a point thirty-five (35) feet west of the intersection
CC 1970 §16-91	Josephine Avenue	North
CC 1970 §16-91	Kenmore Drive	West, from Manchester Road to Tarrymore Lane
CC 1970 §16-91	Kenmore Drive	East, from its intersection with Manchester Road to a point eighty (80) feet south of the intersection
10-93 §1	Lockwood	South side except south parking shall be permitted on the south side of Lockwood Avenue from the Western entrance of the parking lot of the Webster Groves Christian Church to 153 feet eastward on Sundays between the hours of 8:00 A.M. and 1:00 P.M.

<b>Ord. No.</b>	<b>Location</b>	<b>Boundaries</b>
CC 1970 §16-91	Luckystone Avenue	North
CC 1970 §16-91	Luther Court	No parking on east side of west half of Luther Court and no parking on west side of east half of Luther Court
CC 1970 §16-91	Moreland Avenue	South side, from 902 Moreland Avenue to South Moreland Avenue
CC 1970 §16-91	Moreland Avenue	West from Moreland Avenue to Essex Avenue
CC 1970 §16-91	Nancy Jo	East except between Joanna and Nancy Carol Lane
CC 1970 §16-91	Nancy Jo	West from its intersection with Joanna to a point thirty-five (35) feet south of the intersection
CC 1970 §16-91	Oakway Avenue	North
CC 1970 §16-91	Parkland Avenue	West from Lockwood Avenue to Hawbrook Avenue
CC 1970 §16-91	Trevillian Avenue	North
CC 1970 §16-91	Venneman Alley	South from Sappington Road west to Venneman Avenue
CC 1970 §16-91	Venneman Avenue	West from Chelsea Avenue south to Essex Avenue
CC 1970 §16-91	Victoria Avenue	North from Sappington Road east to Albert
CC 1970 §16-91	Warwick Lane	North

## **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 \_\_\_ day of September 2025.

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Mike Wilcox  
Mayor

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Frank Johnson  
City Administrator/City Clerk

AN ORDINANCE AMENDING SECTIONS 140.020, 140.110, AND 140.130 OF THE GLENDALE MUNICIPAL CODE PERTAINING TO THE OPEN MEETINGS AND RECORDS POLICY OF THE CITY OF GLENDALE, MISSOURI

**WHEREAS**, Chapter 610, RSMo, requires cities to adopt written Sunshine law policies; and

**WHEREAS**, House Bill 145, signed by the Governor on July 14, 2025, amended §§ 610.021 and 610.026, RSMo, regarding categories of closed meetings and records and collection of fees for copying and fulfilling requests for public records; and

**WHEREAS**, City staff recommends that certain sections contained in Chapter 140 of the Municipal Code be amended regarding categories of closed meetings and records, custodian of records duties, and collection of fees for researching and collecting public records; and

**WHEREAS**, the Board of Aldermen of the City of Glendale, Missouri has determined that the amendments to Chapter 140 are appropriate and in the best interest of the City.

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

**SECTION ONE:**

Section 140.020 of the Glendale Municipal Code shall be amended to read as follows (with new text in bold and deletions struck through):

**Section 140.020 – Meetings, Records and Votes to Be Public -- Exceptions.**

- A. All meetings, records and votes are open to the public, except that any meeting, record, minutes or vote relating to one (1) or more of the following matters, as well as other materials designated elsewhere in this Chapter, shall be closed unless the public governmental body votes to make them public:

...

15. **Records relating to reports of allegations of improper governmental activities under § 29.221, RSMo.**
16. Confidential or privileged communications between a public governmental body and its auditor, including all auditor work product; however, all final audit reports issued by the auditor are to be considered open records pursuant to this Chapter.
17. **Security measures, global positioning system (GPS) data, investigative information, or investigative or surveillance techniques of any public agency responsible for law enforcement or public safety that, if disclosed, has the potential to endanger the health or safety of an individual or the public.**
18. **Any information or data provided to a tip line for the purpose of safety or**

security at an educational institution that, if disclosed, has the potential to endanger the health or safety of an individual or the public.

19. Any information contained in any suspicious activity report provided to law enforcement that, if disclosed, has the potential to endanger the health or safety of an individual or the public.
20. Operational guidelines, policies and specific response plans developed, adopted, or maintained by any public agency responsible for law enforcement, public safety, first response, or public health for use in responding to or preventing any critical incident which has the potential to endanger individual or public safety or health. Financial records related to the procurement of or expenditures relating to operational guidelines, policies or plans purchased with public funds shall be open. When seeking to close information pursuant to this exception, the public governmental body shall affirmatively state in writing that disclosure would impair the public governmental body's ability to protect the security or safety of persons or real property, and shall in the same writing state that the public interest in nondisclosure outweighs the public interest in disclosure of the records.
- ~~21. Operational guidelines and policies developed, adopted or maintained by any public agency responsible for law enforcement, public safety, first response or public health for use in responding to or preventing any critical incident which is or appears to be terrorist in nature and which has the potential to endanger individual or public safety or health. Nothing in this exception shall be deemed to close information regarding expenditures, purchases or contracts made by an agency in implementing these guidelines or policies. When seeking to disclose information pursuant to this exception, the agency shall affirmatively state in writing that disclosure would impair its ability to protect the safety or health of persons and shall in the same writing state that the public interest in non-disclosure outweighs the public interest in disclosure of the records. This exception shall expire and be of no further force or effect on December 31, 2012.~~
21. Existing or proposed security systems and structural plans of real property owned or leased by a public governmental body and information that is voluntarily submitted by a non-public entity owning or operating an infrastructure to any public governmental body for use by that body to devise plans for protection of that infrastructure, the public disclosure of which would threaten public safety.
  - a. Records related to the procurement of or expenditures relating to security systems purchased with public funds shall be open;
  - b. When seeking to close information pursuant to this exception, the public governmental body shall affirmatively state in writing that disclosure would impair the public governmental body's ability to protect the security or safety of persons or real property and shall in the same writing state that the public interest in non-disclosure outweighs the public interest in disclosure of the records;

- c. Records that are voluntarily submitted by a non-public entity shall be reviewed by the receiving agency within ninety (90) days of submission to determine if retention of the document is necessary in furtherance of a State security interest. If retention is not necessary, the documents shall be returned to the non-public governmental body or destroyed;
  - d. ~~This exception shall expire and be of no further force or effect on December 31, 2012.~~
22. Records that identify the configuration of components or the operation of a computer, computer system, computer network or telecommunications network and would allow unauthorized access to or unlawful disruption of a computer, computer system, computer network or telecommunications network of a public governmental body. This exception shall not be used to limit or deny access to otherwise public records in a file, document, data file or database containing public records. Records related to the procurement of or expenditures relating to such computer, computer system, computer network or telecommunications network, including the amount of monies paid by or on behalf of a public governmental body for such computer, computer system, computer network or telecommunications network, shall be open.
  23. Credit card numbers, personal identification numbers, digital certificates, physical and virtual keys, access codes or authorization codes that are used to protect the security of electronic transactions between a public governmental body and a person or entity doing business with a public governmental body. Nothing in this Section shall be deemed to close the record of a person or entity using a credit card held in the name of a public governmental body or any record of a transaction made by a person using a credit card or other method of payment for which reimbursement is made by a public governmental body.
  24. **Records relating to foster home or kinship placements of children in foster care under § 210.498, RSMo.**
  25. **Individually identifiable customer usage and billing records for customers of a municipally owned utility or a utility operated by any political subdivision created by Article VI, Section 30(a) of the Constitution of Missouri, unless the records are requested by the customer or authorized for release by the customer, except that a municipally owned utility or a utility operated by any political subdivision created by Article VI, Section 30(a) of the Constitution of Missouri shall make available to the public the customer's name, billing address, location of service, and dates of service provided for any commercial service account.**
  26. **Any portion of a record that contains individually identifiable information of a minor under eighteen years of age held by a public governmental body, if such public governmental body is a city, town, village, or park board except when such records are requested by the division of labor standards within the department of labor and industrial relations for the purpose of enforcing chapter 294, RSMo.**

27. **Individually identifiable customer information for visitors who make a camping, lodging, or shelter reservation for a county park, municipal park, or Missouri state park or state historic site unless the records are requested by the visitor or authorized for release by the visitor, and except that this exemption shall not apply to the municipality of residence and the zip code of residence of the visitor.**
28. **Records to protect the specific location of a plant or animal species considered endangered, threatened, critically imperiled, imperiled, or vulnerable when the known location may cause the species to be at an increased risk of peril.**

### **SECTION TWO:**

Section 140.110 of the Glendale City Code addressing the custodian of records is hereby amended to add a new subsection (G) to read as follows:

#### **Section 140.110. Custodian Designated – Response to Request for Access to Records.**

...

- G. **If the City Clerk responds to a request for public records in order to seek a clarification of the request and no response to the request for clarification is received by the City within ninety (90) days, or within one hundred fifty (150) days if the total fees requested by the City for fulfilling the request are greater than one thousand dollars (\$1,000.00), of sending the request for clarification, then such request for public records shall be considered withdrawn. This section shall not apply if a lawsuit has been filed against the City with regard to the records that are the subject of the request. The request for clarification by the City Clerk shall include notice to the requester that if the requester fails to respond within ninety (90) days, or within one hundred fifty (150) days if the total fees requested by the City for fulfilling the request are greater than one thousand dollars (\$1,000.00), then the request shall be considered withdrawn.**

### **SECTION THREE:**

Section 140.130 of the Glendale City Code addressing fees for records requests is hereby amended to read as follows (with new language in bold and deleted language struck through):

#### **Section 140.130. Fees.**

- A. The custodian shall charge ten cents (\$0.10) per page for a paper copy not larger than nine (9) by fourteen (14) inches, plus an hourly fee for duplicating time not to exceed the average hourly rate of pay for clerical staff of the City. Research time required for fulfilling records requests may be charged at the actual cost of research time. Based on the scope of the request, the City shall produce the copies using employees of the City that result in the lowest amount of charges for search, research and duplication time. Prior to producing copies of the requested records, the person requesting the records may request the City to

provide an estimate of the cost to the person requesting the records. The custodian shall receive ~~(or may require)~~ payment prior to ~~duplicating and/or searching for documents.~~ **fulfilling the request.**

- B. Fees for providing access to public records maintained on computer facilities, recording tapes or disks, video tapes or films, pictures, maps, slides, graphics, illustrations or similar audio or visual items or devices and for paper copies larger than nine (9) by fourteen (14) inches shall include only the cost of copies, staff time, which shall not exceed the average hourly rate of pay for staff of the City required for making copies and programming, if necessary, and the disk or tape or other medium used for the duplication. Fees for maps, blueprints or plats that require special expertise to duplicate may include the actual rate of compensation for the trained personnel required to duplicate such maps, blueprints or plats. If programming is required beyond the customary and usual level to comply with a request for records or information, the fees for compliance may include the actual costs of such programming.
- C. Upon request, the City shall provide copies of any written, audio, and/or video public records. The following fees shall apply:
1. Written police report: five dollars (\$5.00) per report.
  2. Audio compact disc: five dollars (\$5.00) per disc.
  3. DVD: five dollars (\$5.00) per disc.
- D. **The custodian shall provide notice that a request for public records shall be considered withdrawn if the requester fails to pay all fees within ninety (90) days, or within one hundred fifty (150) days if the fees are greater than one thousand dollars (\$1,000.00). Any request for records to the City that is pending on August 28, 2025, shall be considered withdrawn if the requester fails to remit all fees by January 1, 2026.**
- E. **If the same or substantially similar request for public records is made within six months after a request was withdrawn for failure to respond to a request for clarification in accordance with Subsection (G) of Section 140.110, or for failure to remit fees as required herein, then the City may request payment of the same fees for the original request in addition to any allowable fees necessary to fulfill the subsequent request.**
- F. **Subsections (D) and (E) of this Section shall not apply if a lawsuit has been filed against the City with regard to the records that are the subject of the request.**

#### **SECTION FOUR:**

The remaining provisions of Chapter 140 not amended by this Ordinance shall remain in full force and effect.

#### **SECTION FIVE:**

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 \_\_\_ day of \_\_\_\_\_, 2025.

---

Michael A. Wilcox  
Mayor

ATTEST:

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Frank Johnson  
City Clerk/Administrator

AN ORDINANCE LEVYING AND FIXING THE TAX RATES IN THE CITY OF GLENDALE, COUNTY OF ST. LOUIS, STATE OF MISSOURI, FOR THE YEAR 2025 ON ALL PROPERTY SUBJECT TO TAXATION IN SAID CITY FOR GENERAL MUNICIPAL PURPOSES, FOR THE CITY’S PENSION FUND, AND FOR THE CITY’S DEBT SERVICE FUND

**WHEREAS**, state law requires the City of Glendale to establish its tax rates and notify the County Collector of Revenue of the established rates by October 1; and

**WHEREAS**, following a Public Hearing duly advertised in a newspaper of general circulation as required by Missouri Revised Statutes Section 67.110, the Board of Aldermen has determined that revenues budgeted to be generated from property taxes in Fiscal Year 2026 are \$859,700 for the General Fund, \$580,300 for the Pension Fund, and \$1,560,200 for the Debt Services Fund; and

**WHEREAS**, upon receipt and review of the Certification of Assessed Value of all Real Property and Personal Property issued by the Assessor of St. Louis County for 2025 it has been determined that a total property tax rate (per \$100 of assessed value) necessary to generate sufficient property tax revenue for fiscal year 2025-2026 must be as follows:

<u>GENERAL FUND</u>	
RESIDENTIAL REAL ESTATE	\$ .2680
COMMERCIAL REAL ESTATE	\$ .2840
PERSONAL PROPERTY	\$ .5190
<u>PENSION FUND</u>	
RESIDENTIAL REAL ESTATE	\$ .1900
COMMERCIAL REAL ESTATE	\$ .1730
PERSONAL PROPERTY	\$ .2400
<u>DEBT SERVICES FUND</u>	
RESIDENTIAL REAL ESTATE	\$ .5300
COMMERCIAL REAL ESTATE	\$ .5300
PERSONAL PROPERTY	\$ .5300

**WHEREAS**, the Board of Aldermen has determined that revenues generated from the proposed property tax rates in Fiscal Year 2026 will be \$859,895 for the General Fund, \$573,461 for the Pension Fund, and \$1,568,795 for the Debt Services Fund.

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

**SECTION ONE:**

There is hereby levied a tax rate on each one hundred dollars (\$100.00) valuation of all property real, personal, and mixed, including stocks of goods and wares which are subject to taxation in the City of Glendale for the year 2025 which tax shall be payable during the year 2025 and shall become delinquent January 1, 2026, as follows:

GENERAL FUND

RESIDENTIAL REAL ESTATE	\$ .2680
COMMERCIAL REAL ESTATE	\$ .2840
PERSONAL PROPERTY	\$ .5190

PENSION FUND

RESIDENTIAL REAL ESTATE	\$ .1900
COMMERCIAL REAL ESTATE	\$ .1730
PERSONAL PROPERTY	\$ .2400

DEBT SERVICES FUND

RESIDENTIAL REAL ESTATE	\$ .5300
COMMERCIAL REAL ESTATE	\$ .5300
PERSONAL PROPERTY	\$ .5300

**SECTION TWO:**

This Ordinance shall be in full force and effect both 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 \_\_\_\_ day of September, 2025.

\_\_\_\_\_  
Michael A. Wilcox  
Mayor

ATTEST:

\_\_\_\_\_  
Frank Johnson  
City Administrator/City Clerk

AN ORDINANCE AMENDING CHAPTER 355 OF THE GLENDALE MUNICIPAL CODE BY ADDING A NEW SECTION, TO BE NUMBERED 355.110, REGARDING ON-STREET PARKING REGULATIONS OF THE CITY OF GLENDALE, MISSOURI

**WHEREAS**, the City of Glendale, Missouri (the “City”), is authorized by Section 304.120, RSMo to regulate traffic movements and parking upon the streets and, in accordance with such authority, has adopted Title III of the Code of Ordinances (the “Municipal Code”) in general and Chapter 355 regarding the designation and enforcement of parking restrictions within the City; and

**WHEREAS**, City staff recommends that Chapter 355 of the Municipal Code be amended regarding certain limitations for on-street parking via the addition of a new Section 355.110; and

**WHEREAS**, the Board of Aldermen of the City of Glendale, Missouri has determined that the addition of Section 355.110 is appropriate and in the best interest of the City.

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

**SECTION ONE:**

Section 355.110 of the Glendale Municipal Code is hereby amended by repealing Section 355.110, and replacing it with a new section, to read as follows:

**Section 355.110. Parking Longer than Seven Days – Parking Wrecked, Etc., Vehicle Longer than Forty-Eight Hours.**

No person shall park, or cause to be parked, any vehicle continuously upon any street where parking is permitted for longer than seven (7) consecutive days; nor shall any person park any wrecked or dilapidated vehicle, or any vehicle without motive power or not capable of immediate movement, on any street or roadway where parking is permitted longer than forty-eight (48) hours. Any such vehicle so parked is hereby declared to be a nuisance and an unlawful obstruction of the highway and street, and the owner thereof shall be prima facie responsible for such violation.

**SECTION TWO:**

The remaining provisions of Chapter 355 not amended by this Ordinance shall remain 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 \_\_\_ day of \_\_\_\_\_, 2025.

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Michael A. Wilcox  
Mayor

ATTEST:

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Frank Johnson  
City Clerk



**Internal Memorandum**

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TO: Frank Johnson, City Administrator  
FROM: Terry Jones, Public Works Superintendent *TJ*  
DATE: September 10, 2025  
RE: City Engineer Selection Recommendation

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Frank,

Following the termination of the City Engineer Services Contract with the Lochmueller Group, the City issued a Request for Qualifications (RFQ) on July 23, 2025, to identify a qualified local engineering firm to serve as the new City Engineer. Submissions were due by 2:00 PM on August 11, 2025, and were received from the following firms:

- Casco Civil
- Great Rivers Engineering
- HR Green

The Selection Committee, comprised of Alderman Nauman, Alderman Stewart, Alderwoman Volk, you, and myself, reviewed all submitted qualifications. Each firm was individually interviewed in a virtual setting. Upon completion of the interviews, each committee member independently scored the firms using a Qualifications-Based Selection (QBS) system. The final scoring results are shown below:

<b>Committee Member</b>	<b>Casco Civil</b>	<b>HR Green</b>	<b>Great Rivers Eng.</b>
Aaron Nauman	72	84	73
Amy Volk	79	98	92
Andrew Stewart	55	90	65
Frank Johnson	83	95	95
Terry Jones	75	93	76
<b>Average Score</b>	<b>72.8</b>	<b>92.0</b>	<b>80.2</b>

With the highest overall average score, HR Green was identified as the top-ranked firm. The City subsequently requested a formal Proposal from HR Green, to be led by Kori Neely, P.E., a Glendale resident who would be designated as City Engineer upon approval of the agreement.

HR Green submitted their Proposal on August 25, 2025, outlining a renewable 3-year contract with a maximum 5% annual inflationary rate. Upon receipt, city staff reviewed the scope of services and recommended slight revisions to align with the original RFQ. The revised Proposal was submitted to the City Attorney, who provided a red-lined version with recommended legal edits. These changes were reviewed and approved by HR Green's legal counsel.

The revised Proposal, including the rate sheet, was then shared with the Selection Committee for review. Additional adjustments were requested and, on September 8, HR Green confirmed acceptance of all final revisions.

Considering HR Green's:

- High QBS scoring from the Selection Committee
- Positive references
- Familiarity with the City of Glendale
- Strong staffing capacity
- Willingness to make requested contractual and legal revisions

I recommend that the Mayor and Board of Aldermen approve the City Engineer Services Contract with HR Green and appoint Kori Neely as the City Engineer.

The ESC is attached to this memo for review and signatures.

Please let me know if you have any questions or require additional documentation.

A RESOLUTION APPOINTING KORI NEELY, P.E. OF HR GREEN INC AS CITY ENGINEER FOR THE CITY OF GLENDALE AND AUTHORIZING A SERVICES AGREEMENT BETWEEN THE CITY OF GLENDALE AND HR GREEN INC FOR CITY ENGINEERING SERVICES

**WHEREAS**, the Municipal Code of the City of Glendale (“City”) authorizes the Mayor to appoint and employ a qualified Engineer as City Engineer, with the approval of the Board of Aldermen; and

**WHEREAS**, City staff prepared a Request for Qualifications for City Engineering Services and received three (3) qualified submissions; and

**WHEREAS**, after scoring and interviews by the City’s review team, HR Green Inc. scored highest and performed best in their interview and as such their services agreement is being recommended for approval, with Kori Neely, P.E. of HR Green also being recommended by the Mayor to the Board of Aldermen to serve as City Engineer.

**NOW, THEREFORE**, Be It Resolved By the Board of Aldermen of the City of Glendale, Missouri as Follows:

**SECTION ONE:** The Board of Aldermen hereby appoints Kori Neely, P.E. of the Lochmueller Group. as City Engineer of the City of Glendale.

**SECTION TWO:** The Board of Aldermen of the City of Glendale, Missouri, approves the Services Agreement with HR Green Inc. in substantially the form attached hereto as Exhibit A.

**SECTION THREE:** The City shall and the Mayor and other appropriate officers, agents and employees of the City are authorized to execute the Agreement with HR Green Inc. (the “Agreement”) in substantially the form attached hereto as Exhibit A, 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 FOUR:** That this Resolution shall be in full force and effect from and after its passage and approval.

This Resolution Passed and Approved this 15<sup>th</sup> Day of September 2025.

\_\_\_\_\_  
Mike Wilcox  
Mayor

ATTEST:

\_\_\_\_\_  
Frank Johnson  
City Administrator/City Clerk

**AGREEMENT FOR CITY ENGINEERING SERVICES**

THIS AGREEMENT FOR ENGINEERING SERVICES (the “Agreement”), dated this \_\_ day of August, 2025, is entered into between the City of Glendale, Missouri (CITY) and HR GREEN, INC. (CONSULTANT).

WHEREAS, CITY issued a Request for Qualifications dated \_\_\_\_\_, 2025, for City Engineering Services; and

WHEREAS, CONSULTANT submitted a response to CITY’S RFQ on \_\_\_\_, 2025 (the “Proposal”); and

WHEREAS, CITY has selected CONSULTANT, to perform professional services to assist CITY staff with a variety of engineering, planning, and construction management services, as required, in accordance with the RFQ and the Proposal, which are incorporated herein by reference.

CITY and CONSULTANT hereby agree as follows:

**ARTICLE 1- SCOPE OF SERVICES**

The scope of services under this Agreement may include but is not limited to the following:

- 1A. General City Engineering
  - Advise, assist, and consult with CITY representatives on engineering matters
  - Serve as a voting member of the City’s Plan Commission and attend Board of Aldermen meetings as requested
  - Attend staff level City meetings with City staff, public officials, community leaders, developers, contractors, or the public (as needed)
  - Public engagement (as needed)
  - Identification and development of conceptual plans, alternatives and/or cost estimates
  - Identification, development, oversight, and analyzing Capital Improvement Program (CIP)
  - Review CIP program budget and provide cash flow analysis (as needed)
  - Grant writing, procurement and applications
  - Conduct MicroPAVER inspections and evaluations; prioritize and present annual street condition report to City
  - Review of utility relocation plans and general coordination with utility providers on behalf of City for capital projects
  - Periodic field site visits during construction and/or construction administration assistance throughout construction as deemed necessary by the City
  - Management of STBG projects
  - Provide recommendations for project development and management of OMCI funding
  - Assist with the preparation of RFPs and RFQs and manage the bidding process as requested
  - Maintain citywide mapping and GIS data

- Review proposed subdivision maps, parcel maps, boundary adjustment and legal descriptions for conformance with local and state ordinances and laws.
- Review proposed grading, drainage and improvement plans for private and public development projects
- Recommend conditions of approval for proposed development projects.
- Review of traffic impact studies, traffic warrant studies or site development plans related to private development projects.
- 1B. Project-Specific Engineering Services
  - Land Surveying Tasks
    - Measuring and determining property boundaries and marking/staking said boundaries
    - Creating and deciphering legal descriptions
  - Design Tasks
    - Design of roadways, alleys, public parking lots, sidewalks, trails, shared use paths, etc. utilizing local funding.
    - Evaluation and design of stormwater or storm sewer improvements
  - Construction Tasks
    - Provide a Resident Engineer on either a part-time or full-time basis for construction projects funded with local, state or federal money.
    - Documentation of construction activities including daily reports, quantity measurements, communication with residents, monitoring of schedule and similar tasks.
    - Prepare of punch list items and project close out procedures.

Note: Consultant will be excluded from the design or construction management of any federally funded projects that the CITY undertakes, or any projects related to CITY's Prop S bond. CONSULTANT can participate as the CITY's representative for the work (oversight of another design or construction management consultant) only.

The CITY shall request "Project-Specific Engineering Services" on a work order basis (sample work order is included as Attachment 1 to this Agreement) and request a detailed scope of service, schedule, and cost for services for each work order.

## **ARTICLE 2 - FEES AND PAYMENT**

- A) The services described in Article 1A will be billed on a time and materials basis at the direction of the City Administrator according to the attached fee schedule (Attachment 2). For services described in Article 1B, the CITY will pay, and the CONSULTANT will accept as full compensation for the cost of services as described in each work order's Scope of Services. The annual maximum limit of this Agreement shall not exceed one hundred twenty five thousand dollars and no cents (\$125,000). With the approval of CITY's Board of Aldermen, a contingency of up to twenty five thousand dollars and no cents (\$25,000) may be utilized for this Agreement.
- B) Progress payments for services rendered shall be made monthly upon submission of a detailed invoice, in a reasonably satisfactory form to the CITY representative (as defined in Article 16 below)

for work performed during the previous month. The CITY will make progress payments not later than thirty days after receipt of acceptable invoices with appropriate documentation.

- C) The associated fees subject to this Agreement are effective from the date of execution to December 31<sup>st</sup>, 2028. Beginning in 2027, the fee rate schedule may be updated once per year as needed to reflect changes in hourly rates for the next CITY Fiscal Year, which runs July 1<sup>st</sup> to June 30<sup>th</sup>. Hourly rate adjustments shall not exceed 5% per year. Any fees outside of the noted hourly rates shall be negotiated between the CITY and CONSULTANT. CONSULTANT shall notify the CITY of any and all fee adjustments, but in no event less than sixty days prior to any such fee adjustment becoming effective.

### **ARTICLE 3 – SUBCONTRACTING**

CONSULTANT is the prime consultant to the CITY for this Agreement. If services are needed by others, CONSULTANT may use subcontract agreements. No part of the services to be performed by CONSULTANT hereunder shall be subcontracted without the prior written consent of the CITY. The subcontracting of the work shall in no way relieve the CONSULTANT of the CONSULTANT's primary responsibility for the quality and performance of the work. The CONSULTANT represents that any subcontractor, as provided for herein, is in full compliance with all applicable laws, rules, regulations, ordinances, provisions of this Agreement, and, without limiting the generality of the foregoing, compliance with all federal laws applicable to contracts of this type.

### **ARTICLE 4 - RESPONSIBILITY OF CONSULTANT**

Documents shall be prepared in accordance with the general instructions provided by the City Representative.

Services provided by the CONSULTANT under this Agreement will be performed in a professional manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing at the same time and in the same or similar locality.

The CONSULTANT shall be responsible for the professional quality, technical accuracy, and coordination of the CONSULTANT's professional services furnished under this Agreement. The CONSULTANT shall, without additional compensation, correct or revise any errors or deficiencies.

Neither the CITY's review, approval, or acceptance of, nor payment for, any of the services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or any cause of action arising out of the performance of this Agreement, and the CONSULTANT shall be and remain liable to the CITY in accordance with applicable City codes and Ordinances and State and Federal laws for all damages to the CITY caused by the CONSULTANT's negligent performance of any of the services furnished under this Agreement.

CONSULTANT shall not be responsible for any delay in or failure to perform due to unforeseeable events beyond its reasonable control, such as wars, riots, strikes, or natural disasters. Routine governmental actions or decrees shall not constitute a force majeure event.

CONSULTANT shall not be held responsible for any delays in completion due to unreasonable delay by the CITY in giving the necessary approvals or direction.

#### **ARTICLE 5 - TIME OF COMPLETION**

Work will be completed on as-needed basis. The amount of time to complete each work order will vary depending on the scope of each work order.

#### **ARTICLE 6 - INFORMATION BY THE CITY**

The CITY will provide, upon request, available information of record to the CONSULTANT. The CITY will not be responsible for the accuracy of the information provided.

The CITY will provide representatives to attend meetings with interested property owners and public utilities, upon request of the CONSULTANT.

#### **ARTICLE 7 - INSURANCE REQUIREMENTS**

The CONSULTANT shall procure and maintain during the life of this Agreement insurance of the types and minimum amounts as follows:

Comprehensive General Liability:	\$3,000,000.00 each occurrence
	\$3,000,000.00 aggregate
Automobile Liability and Bodily Injury,	\$1,000,000.00 combined single limit per accident
including Death:	\$2,000,000.00 aggregate
Professional Liability:	\$3,000,000.00 each claim
	\$3,000,000.00 aggregate

Workers Compensation: Per State Statutory Requirements

The Commercial General Liability policy shall be endorsed to cover the liability assumed by the CONSULTANT hereunder. To the extent permitted by law, the CONSULTANT shall name the CITY as an additional insured on all insurance policies, except Professional Liability and Workers' Compensation, required by the Agreement. Said insurance shall be written by a company or companies licensed to do business in the State of Missouri.

Certificates evidencing such insurance, including Professional Liability, shall be furnished the CITY prior to CONSULTANT commencing the work. The insurance evidenced by the certificate shall indicate that it will not be canceled, except that it may be canceled upon thirty days prior written notice thereof to the CITY, with a ten-day exception for non-payment of premium. All insurance required hereunder shall apply on a primary and non-contributory basis with respect to the CITY's own insurance coverage. The certificate(s) must state "the City of Glendale is an additional insured on a primary and non-contributory basis" on those policies applicable.

#### **ARTICLE 8 – INDEMNIFICATION**

The CONSULTANT shall indemnify and hold harmless the CITY, its Board of Aldermen, officers, representatives and employees against any liabilities, damages, and costs (including reasonable attorney fees) suffered or incurred by the CITY for personal injuries including death, or property damages sustained, arising out of or relating to the negligent or willful acts, errors or omissions of the CONSULTANT, any subcontractors of CONSULTANT their respective agents, employees or contractors to the extent caused in whole or in part by such acts, errors, or omissions.

By execution and performance of this Agreement, CITY does not intend to, nor shall it be deemed to have waived or relinquished any immunity or defense on behalf of CITY, and CITY's Board members, officers, directors, servants, employees, agents, successors or assigns.

#### **ARTICLE 9 - CANCELLATION OF AGREEMENT**

This Agreement may be terminated by the CITY at any time, with or without cause, effective following fifteen (15) days' prior written notice thereof to the CONSULTANT.

CONSULTANT may terminate the Agreement for cause, following seven (7) days' written notice to CITY and the subsequent failure of the CITY to cure the breach within thirty (30) days.

Should the Agreement be so terminated, all drawings and documents in connection with the project shall become the property of the CITY after payment in full for expenses incurred and services performed in a manner consistent with professional standard of care by the CONSULTANT to the date of termination. The Consultant shall not be responsible for errors or omissions in drawings and documents which are incomplete as a result of an early termination of this Agreement pursuant to this Article 9.

#### **ARTICLE 10 - OWNERSHIP OF DOCUMENTS**

All original documents, graphic material, drawings, photographs, or plans prepared by the CONSULTANT for the project shall be deemed the property of the CITY and the CITY shall be entitled to physical possession of said documents whether complete or in progress.

A record copy of all original written instruments and/or drawings created by the CONSULTANT in accordance with this Agreement shall be retained by the CONSULTANT. Original written instruments and/or drawings are not intended or represented to be suitable for reuse by the CITY or others on any other project. Any such reuse, use of incomplete documents, or alteration of original written instruments and/or drawings without the CONSULTANT's written authorization will be at the CITY's sole risk and without liability to the CONSULTANT. To the extent permitted by applicable law, the CITY agrees to indemnify and hold harmless, the CONSULTANT from any and all liabilities, damages and costs to the extent caused by the misuse or unauthorized reuse of the written instruments and/or drawings.

#### **ARTICLE 11 - DECISIONS UNDER THIS AGREEMENT**

The City Representative will determine the acceptability of the drawings, specifications, and estimates to be furnished, and will decide all questions that may arise relative to the proper performance of this Agreement, and his decision shall be final and conclusive.

**ARTICLE 12 - EQUAL OPPORTUNITY AND NON-DISCRIMINATION**

The CONSULTANT, with regard to the work performed by it after award and prior to completion of the contract work, will not discriminate on the basis of race, color, religion, sex, national origin or disability in the selection and retention of subcontractors. The CONSULTANT will comply with Title VI of the Civil Rights Act of 1964, as the same has been or may be amended from time to time. In all solicitation either by competitive bidding or negotiations made by the CONSULTANT for work to be performed under a subcontract, including procurement of materials or equipment, each potential subcontractor or supplier shall be notified of the CONSULTANT's obligations under this Agreement and the regulations relative to nondiscrimination on the ground of race, color religion, sex, national origin, or disability.

The CONSULTANT will take action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to the employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. The CONSULTANT agrees to post notices pertaining to the foregoing in conspicuous places available to employees and applicants for employment.

The CONSULTANT will, in all solicitations or advertisements for employees placed by or on behalf of the CONSULTANT, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin or disability.

The CONSULTANT will comply with all provisions of federal, state, and local codes, ordinances and regulations governing the regulation of Equal Employment Opportunity and Non-Discrimination.

During performance of the obligations set forth in this Agreement, each party agrees that it shall not discriminate against any employee or applicant for employment in the terms or conditions of employment including but not limited to: recruitment, selection, training, upgrading, promotion, demotion, transfer, layoff, or termination due to said person's race, religion, creed, color, sex, age, national origin, handicap, or disability.

In the event that any or all of the provision(s) of the foregoing paragraphs (a) or (b) conflict with federal, state or other local laws, ordinances or regulations, then the requirements of such federal, state or local laws, ordinances, or regulations shall prevail. Compliance with the foregoing provisions shall not relieve the CONSULTANT from adherence to any and all additional requirements regarding equal employment or non-discrimination set forth in such federal, state, or other local laws, ordinances or regulations.

**ARTICLE 13 - CONFLICTS OF INTEREST**

The parties agree to abide by all applicable federal, state, and local laws, ordinances and regulations relating to conflicts of interest.

**ARTICLE 14 - SUCCESSORS AND ASSIGNS**



Circuit Court of St. Louis County, Missouri. All parties to this Agreement consent to the jurisdiction and exclusive venue of that court.

#### **ARTICLE 19 – CONFLICTS**

In the event of any conflict or discrepancy between the terms of this Agreement and those set forth in other documents, it is expressly understood and agreed that the terms and provisions of this Agreement and all subsequent Amendments shall govern.

#### **ARTICLE 20 – SEVERABILITY**

If any provision of this Agreement is held to be illegal, invalid, or unenforceable under present or future laws, such provision shall be fully severable. In such event, this Agreement shall be construed and enforced as if such illegal, invalid, or unenforceable provision had never comprised a part of this Agreement and the remaining provisions of this Agreement shall remain in full force and effect, and shall not be affected by the illegal, invalid, or unenforceable provision.

#### **ARTICLE 21 – CONSTRUCTION MEANS AND METHODS**

CONSULTANT shall not be responsible for the means and methods of construction, job site safety, or appropriateness of installation methods undertaken on any property within the City of Glendale by the CITY, developer and or Consultant hired to perform services related to this Agreement.

#### **ARTICLE 22 – EMPLOYEE VERIFICATION**

CONSULTANT will comply with and satisfy the requirements of Sec. 285.530.2, RSMo. Supp. 2009, which requires as a condition for the award of any contract or grant in excess of five thousand dollars by any political subdivision of the State of Missouri to a business entity, that the business entity shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted service, and requires every such business entity to also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

#### **ARTICLE 23 – DISPUTE RESOLUTION**

The parties agree that all disputes arising out of or relating to this Agreement shall be submitted to non-binding mediation unless the parties mutually agree otherwise.

#### **ARTICLE 24 – MISCELLANEOUS**

CONSULTANT certifies that it is not currently engaged in and agrees for the duration of this Agreement not to engage in, a boycott of goods or services from the State of Israel or any company, person, or entity doing business with or in the State of Israel.

IN WITNESS WHEREOF, the duly authorized parties hereto have set their hands and seals as of the day and year first above written.

**CITY OF GLENDALE, MO.**

**HR GREEN, INC.**

\_\_\_\_\_  
Signature  
Frank Johnson, City Administrator

\_\_\_\_\_  
Signature  
Jason Dohrmann, Vice President

ATTEST:

ATTEST:

\_\_\_\_\_  
Signature  
\_\_\_\_\_  
Print Name, Title

\_\_\_\_\_  
Signature  
\_\_\_\_\_  
Print Name, Title

# Attachment 1

## SAMPLE WORK ORDER



### CLIENT WORK ORDER AUTHORIZATION

**Client Name:** Click here to enter text. **Project**

**Name:** Click here to enter text. **Project**

**Number/Task:** Click here to enter text.

**Project Manager:** Click here to enter text.

**Contract Date:** Click here to enter a date.

**Revision Date:** Click here to enter a date.

1. **The following initiation or change of the work is hereby requested per:**  
**Meeting Type:** Choose an item.      **Discussion Date:** Click here to enter a date.
2. **The result of this Work Order is as follows:**  
 (a) **Anticipated Professional Services Fees** Choose an item.: Click here to enter text.  
 (b) **Anticipated Changes in Schedule:** Click here to enter text.  
 (c) **Anticipated changes in construction cost** Choose an item. Click here to enter text.  
 (d) **Anticipated changes in function or performance of product:**  
     Click here to enter text.  
 (e) **Other:**  
     Click here to enter text.
3. **The reason for these changes in Scope of the Work is as follows:**  
 Click here to enter text.
4. **Total estimated professional service fees as a result of this change:** Click here to enter text.
5. **Final delivery date:** Click here to enter a date.
6. **Project Manager's Comments**  
 Click here to enter text.

This work will not be initiated until this form has been signed and returned by the client. This extra work is subject to the terms and conditions of the contract for this project dated: Click here to enter text.

**Client Acceptance By:** \_\_\_\_\_

**Title** \_\_\_\_\_ **Date:** \_\_\_\_\_

**HR Green Project Manager Signature** \_\_\_\_\_

**Final Dispensation is to be:** Choose an item.

**Distribution:**

**Attachment 2**  
**FEE SCHEDULE\***  
 (Through 6/30/2027)

<u>Classification</u>	<u>Rate per Hour**</u>
Principal	\$265.00 - \$385.00
Senior Professional	\$265.00 - \$385.00
Professional	\$180.00 - \$265.00
Junior Professional	\$110.00 - \$185.00
Senior Technician	\$145.00 - \$190.00
Technician	\$90.00 - \$155.00
Senior Field Personnel	\$170.00 - \$230.00
Field Personnel	\$105.00 - \$185.00
Junior Field Personnel	\$95.00 - \$130.00
Senior Administrative	\$130.00 - \$170.00
Administrative	\$75.00 - \$130.00
Operator/Interns	\$75.00 - \$150.00

**Other Direct Costs (ODC)**

Mileage	IRS rate
Xerox Copies	\$0 /Copy
Plan Sheets	\$0 /Sheet
Long Distance Phone	none
Overnight Mail/Express	none
Miscellaneous	Actual Cost

\*Fee schedule containing above items and date may be attached and labeled "Attachment 2" in place of this sheet.

\*\* Rate for actual employee to be used will be shown in proposed work orders.