

CITY OF FRONTENAC



MINUTES OF THE CITY OF FRONTENAC BOARD OF ALDERPERSONS AUGUST 15, 2023

The August 15, 2023 regular meeting of the Board of Alderpersons of the City of Frontenac was called to order at 6:00 p.m. with Kate Hatfield, presiding.

Mayor Hatfield asked everyone to observe a moment of silence for 22-year police veteran, Jeremy Newton, who passed away Thursday.

The Alderpersons present were Pat Kilker (video), Meg Mannion, Jamie Griesedieck, Scott Mullis, Tom O'Brien, and Dan Millman.

Also, in attendance was City Administrator, Scott Schaefer; City Clerk, Leesa Ross; City Attorney, Kevin O'Keefe; Police Captain, Craig Picha; Assistant Fire Chief, Kevin Halloran; Public Works Director, Jeff Wappelhorst; Finance Officer, Lea Ann Bennett; and Building Commissioner, David Fairgrieve.

The Pledge of Allegiance was stated.

A. MOTION TO APPROVE AGENDA

Mayor Hatfield asked for a motion to approve tonight's agenda.

MOTION: Alderperson Millman made a motion and Alderperson O'Brien made a second to approve the meeting agenda. All Alderpersons presented voted "Aye". The vote was unanimous. **MOTION PASSED.**

B. PUBLIC HEARING

1. Bill No. 2023-2068 - Discussion of prohibiting the rezoning of any lot to either Section 405.055 "R-3" Villa Residence District or Section 405.090 "PD" Planned Development District Regulations (PDR, PDC, PDMXD) of the City of Frontenac Code of Municipal Ordinances, as recommended in the "Frontenac 2050 Comprehensive Plan update", adopted on May 3, 2023.

Mr. Schaefer presented a power point presentation on this item. Mr. Schaefer said the bill prohibits rezoning of property as a planned development residential-PDR; planned development commercial-PDC; planned development mixed use-PDMXD; and R-3 Villa residence. The zoning text amendments were reviewed by the Planning & Zoning Commission at their meeting on August 1, 2023 and voted unanimously for approval. He explained planned development zoning, and stated the concern is they are overly flexible and can be misused. Properties in Frontenac that have been developed using these

districts are multi-family villas and, townhomes. These four districts will remain on the books but will be frozen, and no one can rezone to those districts under these measures. The four properties developed under the districts are the Enclaves by Simon Homes on North Forty Drive; Talamore Square by Payne homes on the South Outer Drive; McBride Home Villas on Clayton Road; and the Library on Clayton and Spoede Road, is also R3 zoning. The DESCOCO development on Lindbergh which includes LifeTime Fitness, Uncle Julio's, Chase Bank and the Stifel office building is a planned development commercial development. The moratorium was enacted in September and extended in April. If this ordinance is approved the moratorium will end tonight. The city is going through a re-write of the zoning codes by H3 Studio. A draft should be submitted within the next three weeks. Regulations will be in-line with the 2050 comp plan and the 2022 resident satisfaction survey. The land use zoning code will be modernized which will clean up old antiquated polices. The new zoning will establish a new business district, on the Lindbergh corridor. The city will wipe out any districts for villas and condos, however there may be an opportunity for condos in the commercial corridor on Lindbergh. Mr. Schaefer asked residents to participate and become a part of the outcome. Mr. Schaefer also stated the comp plan is available online on the city's website.

A letter was submitted by resident Marianne Tyrrell of Willow Leaf Dr. which was presented to the Mayor and Board regarding zoning within the City of Frontenac. Mr. Tim Breihan of H3 Studio was also present.

Mayor Hatfield thanked the residents for coming out and for also being patient in the two-year process of passing the comp plan.

Mr. Robert Reeb of 43 Portland Drive asked if the comp plan was available. Mr. Schaefer stated yes, it is available online.

Mrs. Barbara Reeb of Portland Drive asked what the ex-out section was on the presentation. Mr. Schaefer stated it was in reference to planned development mixed. It has not been utilized but was a develop tool that was available.

2. Community Development Block Grant (CDBG) Hearing to discuss allocation of \$60,000 in block grant funding over a three-year period for the Home Improvement Program (HIP) administered by St. Louis County Office of Community Development.

Mayor Hatfield explained the Community Development Block Grant (CDBG) allocation of \$60,000 over three years for the Home Improvement Program (HIP) administered by St. Louis County Office of Community Development.

C. PUBLIC FORUM (PRESENTATION OF REMARKS AND/OR PETITIONS)

No comments were made at this time.

D. MAYOR’S COMMENTS, REPORTS, APPOINTMENTS

Mayor Hatfield congratulated staff members who celebrated anniversaries in August.

Lieutenant Brian Wolf celebrated 31 years
Administrative Clerk, Shari Cooper will celebrate 20 years
Police Officer, Andrew Anzalone will celebrate 5 years

Mayor Hatfield thanked the police and fire departments leadership regarding turn over and making Frontenac a great place to work.

E. COMMENTS BY BOARD OF ALDERPERSON MEMBERS

Aldersperson Millman stated if anyone gets a chance, please see the police department entrance which is shrouded. Captain Picha stated it was completed with help from the fire department.

F. REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES

- 1. Planning & Zoning Commission: August 2023
- 2. Ways & Means Committee: None
- 3. Public Works Commission: None
- 4. Building Permit Report: July 2023

Mayor Hatfield stated the above reports will stand as submitted.

G. CITY STAFF’S REPORT

- 1. City Clerk

Ms. Ross had nothing to report at this time.

- 2. Finance Officer

Ms. Bennett stated sales tax numbers are down 2.3% from last year and up 1.6% compared to budget. She said revenue is looking good with sales tax.

- 3. City Administrator Report

Mr. Schaefer stated the pressure paving project in North West End Park is delayed, due to the rain this morning. They had a late start but started on Donoho and moved southbound.

Mr. Schaefer stated the strategic plan for IT has been completed to formulate a long-range IT strategic plan. There is a vendor here tonight to speak on that effort. There was a copy of the strategic plan

document in the packet. There are short and long-term needs. He said he would like an okay on the document, so we can move forward, and get going on the city's new website, updated cyber security, and purchase a new phone system. Mayor Hatfield said this document will guide us on making IT decisions, and that it was mostly policy and procedures.

Mayor Hatfield asked for a motion to approve the motion to accept the IT Strategic Plan document.

MOTION: Alderperson O'Brien made a motion to approve the IT Strategic Plan and Alderperson Millman made a second to the motion. All Alderpersons present voted "Aye". Motion passed by a vote of 6-0.

4. Strategic Plan Updates

- No updates

H. CONSENT AGENDA:

1. Minutes – July 20, 2023, Regular Board of Alderpersons Meeting
2. Warrant lists for June 1 – June 30, 2023
3. **Resolution No. 2023-537:** A resolution authorizing a contract with EDM Incorporated to provide engineering services for stormwater master plan and continuation of the capital plan
4. **Resolution No. 2023-538:** A resolution authorizing the City Administrator to issue notice to proceed to EDM Incorporated on its proposal for project monitoring services relating to completed stormwater improvements at Timber Trail
5. **Resolution No. 2023-539:** A resolution authorizing a 5-year sole source agreement with Flock Safety for automated license plate reader technology

MOTION: Alderperson Mullis made a motion and Alderperson Mannion made a second to approve the consent agenda.

ROLL CALL VOTE: Alderperson Griesedieck, "Aye"; Alderperson O'Brien, "Aye"; Alderperson Millman, "Aye"; Alderperson Mullis, "Aye"; Alderperson Mannion, "Aye"; and Alderperson Kilker, "Aye". All Alderpersons present voted "Aye." The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

I. UNFINISHED BUSINESS

There was no unfinished business.

J. NEW BUSINESS:

1. **Bill No. 2023-2068:** An ordinance prohibiting the rezoning of any lot to either Section 405.055 “R-3” villa residence district or Section 405.090 “PD” planned development district regulations (PDR, PDC, PDMXD) of the City of Frontenac Code of Municipal Ordinances, as recommended in the “Frontenac 2050 Comprehensive Plan Update”, adopted on May 3, 2023

There was no further discussion on this topic.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2023-2068.

MOTION: Alderperson O’Brien made a motion and Alderperson Millman made a second to the motion to approve a second reading of Bill No. 2023-2068. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

Mayor Hatfield asked Ms. Ross for a second reading of Bill No. 2023-2068.

Bill No. 2023-2068: An ordinance prohibiting the rezoning of any lot to either Section 405.055 “R-3” villa residence district or Section 405.090 “PD” planned development district regulations (PDR, PDC, PDMXD) of the City of Frontenac Code of Municipal Ordinances, as recommended in the “Frontenac 2050 Comprehensive Plan Update”, adopted on May 3, 2023

Mayor Hatfield asked for a motion to approve Bill No. 2023-2068.

MOTION: Alderperson O’Brien made a motion to approve Bill No. 2023-2068 and Alderperson Mannion made a second for approval.

Mayor Hatfield asked Ms. Ross for a roll call of the Board of Alderpersons.

ROLL CALL VOTE: Alderperson Griesedieck, “Aye”; Alderperson O’Brien, “Aye”; Alderperson Millman, “Aye”; Alderperson Mullis, “Aye”; Alderperson Mannion, “Aye”; and Alderperson Kilker, “Aye”. All Alderpersons present voted “Aye.” The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

2. **Bill No. 2023-2069:** An ordinance authorizing the Mayor to execute an agreement on behalf of the City of Frontenac, Missouri, to provide municipal court services to the City of Crystal Lake Park, Missouri

Alderperson Millman asked why was this a bill and not a resolution. Mr. O’Keefe stated for intergovernmental agreements, they must be passed by ordinances.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2023-2069.

MOTION: Alderperson Millman made a motion and Alderperson Mullis made a second to the motion to approve a second reading of Bill No. 2023-2069. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

Mayor Hatfield asked Ms. Ross for a second reading of Bill No. 2023-2069.

Bill No. 2023-2069: An ordinance authorizing the Mayor to execute an agreement on behalf of the City of Frontenac, Missouri, to provide municipal court services to the City of Crystal Lake Park, Missouri

Mayor Hatfield asked for a motion to approve Bill No. 2023-2069.

MOTION: Alderperson Mullis made a motion to approve Bill No. 2023-2069 and Alderperson Griesedieck made a second for approval.

Mayor Hatfield asked Ms. Ross for a roll call of the Board of Alderpersons.

ROLL CALL VOTE: Alderperson O’Brien, “Aye”; Alderperson Millman, “Aye”; Alderperson Mullis, “Aye”; Alderperson Mannion, “Aye”; Alderperson Kilker, “Aye”; and Alderperson Griesedieck, “Aye”. All Alderpersons present voted “Aye.” The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

3. **Bill No. 2023-2070:** An ordinance amending Chapter 225 of the Frontenac Municipal Code of Ordinances relating to nuisances

Mr. Schaefer stated he was approached by staff to bring the nuisance code up to date with best practices. He said swimming pools must be drained into a sanitary inlet and not many residents have access. The city attempted an ordinance to reflect what MSD would like us to do. There is no way to communicate how MSD defines chorine content, but there is a measure of PH value. MSD does not have it on their books, and they rely on best practices, which is promoted on their website. The bill reflects their best practices. Mayor Hatfield stated we need to train residents to put the water in cross water drains and not storm water drains. She said the city will follow the guidelines of MSD. Mr. Schaefer stated a new version, #4 was circulated.

Mayor Hatfield asked for a motion to amend Bill No. 2023-2070, to the text amendment version 4, distributed before the meeting.

MOTION: Alderperson Millman made a motion and Alderperson O’Brien made a second to the motion to amend Bill2023-2070, to the text amendment version 4 that was distributed prior to the meeting. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

Mayor Hatfield asked for a motion for a second reading of Bill No. 2023-2070 as amended.

MOTION: Alderperson Griesedieck made a motion and Alderperson Mullis made a second to the motion to approve a second reading of Bill No. 2023-2070 as amended. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

Mayor Hatfield asked Ms. Ross for a second reading of Bill No. 2023-2070.

Bill No. 2023-2070: An ordinance amending Chapter 225 of the Frontenac Municipal Code of Ordinances relating to nuisances

Mayor Hatfield asked for a motion to approve Bill No. 2023-2070.

MOTION: Alderperson Griesedieck made a motion to approve Bill No. 2023-2070 as amended and Alderperson Mannion Mullis made a second for approval.

Mayor Hatfield asked Ms. Ross for a roll call of the Board of Alderpersons.

ROLL CALL VOTE: Alderperson O’Brien, “Aye”; Alderperson Millman, “Aye”; Alderperson Mullis, “Aye”; Alderperson Mannion, “Aye”; Alderperson Kilker, “Aye”; and Alderperson Griesedieck, “Aye”. All Alderpersons present voted “Aye.” The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

K. EXECUTIVE SESSION FOR R.S. MO 610.021 (3) PERSONNEL AND (12) CONTRACT NEGOTIATIONS AND MEETING ADJOURNMENT

Mayor Hatfield asked for a motion to adjourn the meeting.

MOTION: Alderperson Griesedieck made a motion and Alderperson Mannion made a second to the motion to go into executive session for reasons stated by Mayor Hatfield, and to adjourn the meeting.

ROLL CALL VOTE: Alderperson Millman, “Aye”; Alderperson Mullis, “Aye”; Alderperson Mannion, “Aye”; Alderperson Kilker, “Aye”; Alderperson Griesedieck, “Aye”; and Alderperson O’Brien, “Aye”. All Alderpersons present voted “Aye.” The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

The meeting was adjourned at 6:38 p.m.