

**CITY OF SUNSET HILLS
BOARD OF ALDERMEN
MEETING AGENDA
NOVEMBER 8, 2022
6:00 P.M.**

**A meeting of the Board of Aldermen was called by Mayor Patricia Fribis and will be held in the Robert C. Jones Auditorium at City Hall, 3939 S. Lindbergh Boulevard
And virtually via Zoom**

You can join the meeting via Zoom.com or by using the following link:

**[https://us02web.zoom.us/j/86727530596?
pwd=T0RpQjIramxnaFFVcHVadVBEOHpFUT09](https://us02web.zoom.us/j/86727530596?pwd=T0RpQjIramxnaFFVcHVadVBEOHpFUT09)**

Or, you can dial in at 312-626-6799

Meeting ID: 867 2753 0596

Password: 445618

Public comments will be taken at the meeting, however, if you are unable to attend and wish to submit comments to be read aloud into the record on any topics other than the public hearings, please submit them in writing to bgillett@sunset-hills.com no later than 4 pm on Tuesday, November 8, 2022. All submittals must include your name and address. Comments must not contain vulgar language or exceed three minutes in duration.

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF THE AGENDA
4. APPROVAL OF MINUTES

Approval of the minutes of the October 11, 2022 regular and closed session meetings, the October 27, 2022 special and closed session meetings, and the November 2, 2022 special and closed session meetings.

Documents:

[MINUTES BOA OCTOBER 11, 2022 DRAFT.PDF](#)
[MINUTES BOA OCTOBER 27, 2022 DRAFT.PDF](#)
[MINUTES BOA NOVEMBER 2, 2022 DRAFT.PDF](#)

5. EMPLOYEE SERVICE AWARD

- a. Officer Troy Weber- 15 years of service
- b. Officer Kenny Scheetz- 15 years of service

6. CONSENT AGENDA

- a. Bills to be approved

Documents:

[CONSENT AGENDA OCT 2022 EXPENDITURES BY DEPT.PDF](#)
[CONSENT AGENDA OCT 2022 EXPENDITURES BY TYPE.PDF](#)
[CONSENT AGENDA OCT 2022 EXPENDITURES BY VENDOR.PDF](#)

7. PUBLIC HEARINGS

The Board will consider a petition for a Conditional Use Permit submitted by Bass Pro Shops LLC for a change in use at 3600 South Lindbergh Boulevard

The Board will consider a petition for a Final Development plan, submitted by Whalen Custom Homes Inc. for the property at 13270 Maple Drive

The Board will consider a petition for a Text Amendment for creation of a new Zoning District (Planned Development- Residential/Villas) submitted by Rolwes Development for the redevelopment of properties known as Gates Manor Subdivision

The Board will consider a Change of Zoning from R-4 Single Family Residential- 10,000 square foot minimum lot size, to PD-RV Planned Development- Residential/Villas submitted by Rolwes Development for the redevelopment of properties known as Gates Manor Subdivision

The Board will consider a Preliminary Development Plan submitted by Rolwes Development LLC for the redevelopment of properties known as Gates Manor Subdivision

Documents:

[PUBLIC HEARING BILL NO 31 P-21-22.PDF](#)
[PUBLIC HEARING BILL NO 32 P-23-22.PDF](#)
[PUBLIC HEARINGS P-24-22 THRU P-26-22.PDF](#)

8. PUBLIC COMMENT

9. OLD BUSINESS

None

10. CITY OFFICIAL AND COMMITTEE REPORTS

City Clerk/City Administrator, Brittany Gillett

Director of Finance, Susanna Messmer

Chief of Police, Stephen Dodge

City Attorney, Erin Seele

City Engineer, Bryson Baker

Director of Parks & Recreation, Gerald Brown

Committee Reports

Finance Committee – Alderman Fernandez

Economic Development Committee – Alderman Hof

Parks & Recreation Commission – Alderman Wong

Police Advisory Board – Alderman Epperson

Public Works Committee – Alderman Friedmann

Documents:

[REPORTS STATEMENT OF REVENUE AND EXPENDITURES BY FUND_JAN-OCT 2022.PDF](#)

[REPORTS REVENUE_JAN-OCT 2022.PDF](#)

[REPORTS EXPENDITURES BY TYPE_JAN-OCT 2022.PDF](#)

[REPORTS EXPENDITURES BY DEPT_JAN-OCT 2022.PDF](#)

[REPORTS EXPENDITURE BY VENDOR_JAN-OCT 2022.PDF](#)

[REPORTS OCTOBER POLICE STATISTICS PDF.PDF](#)

[REPORTS PW ENGINEER REPORT \(002\).PDF](#)

[REPORTS PARKS NOV 2022.PDF](#)

[REPORTS COURT OCTOBER 2022.PDF](#)

11. NEW BUSINESS

11.1. BILL NO. 28

An Ordinance establishing a compensation schedule for Patrolmen and Sergeants of the Sunset Hills Police Department
FIRST READING

Documents:

[BILL NO 28 COVER PAGE - POLICE PAY MATRIX.PDF](#)

[BILL NO 28 PAY MATRIX ORDINANCE.PDF](#)
[BILL NO 28 SUPPORTING DOCS 20221102113436856.PDF](#)
[BILL NO 28 PAY MATRIX EXHIBIT A.PDF](#)

11.II. BILL NO. 29

An Ordinance approving and adopting an Operations Budget of anticipated cash revenue and cash disbursements for the General Revenue Fund of the City of Sunset Hills, St. Louis County, Missouri, for the fiscal year commencing January 1, 2023, and ending December 31, 2023, providing for expenditures in accordance with said budget and making appropriations thereof

FIRST READING

Documents:

[BILL NO 29 COVER PAGE 2023 BUDGET.PDF](#)
[BILL NO 29 OPERATIONS BUDGET ORD 11.8.22.PDF](#)
[BILL NO 29 MEMO 2023 BUDGET \(2\).PDF](#)
[BILL NO 29 ALDERMEN PRESENTATION BUDGET OVERVIEW.PDF](#)
[BILL NO 29 BUDGET DETAIL 2023.PDF](#)
[BILL NO 29 TABLE OF CONTENTS BUDGET \(2\).PDF](#)
[BILL NO 29 BUDGET SUMMARY OF CHANGES SINCE JOINT BOA MTG.PDF](#)
[BILL NO 29 BUDGET FUND STATEMENT FORECAST_2022.PDF](#)
[BILL NO 29 BUDGET FUND STATEMENT BUDGET_2023.PDF](#)
[BILL NO 29 BUDGET FUND BALANCE SUMMARY.PDF](#)
[BILL NO 29 BUDGET REVENUE_2023.PDF](#)
[BILL NO 29 BUDGET EXPENDITURES BY TYPE.PDF](#)
[BILL NO 29 BUDGET EXPENDITURES BY DEPT.PDF](#)
[BILL NO 29 BUDGET EXPENDITURES BY FUND.PDF](#)
[BILL NO 29 BUDGET CAPITAL PLAN_2023 TO 2027 \(2\).PDF](#)
[BILL NO 29 BUDGET ARPA OPTIONS.PDF](#)
[BILL NO 29 A. CBIZ SUNSET HILLS PLANNING LETTER.PDF](#)
[BILL NO 29 B. CBIZ SALARY STRUCTURE RECOMMENDATION.PDF](#)
[BILL NO 29 C. RECOMMENDED 2023 SALARY STRUCTURE.PDF](#)
[BILL NO 29 D. SSI COST OF LIVING INFORMATION.PDF](#)
[BILL NO 29 E. DOL INFLATION INFORMATION.PDF](#)
[BILL NO 29 F. SLACMA SURVEY.PDF](#)

11.III. BILL NO. 30

An Ordinance adopting the 2023-2027 Capital improvements Plan

FIRST READING

Documents:

[BILL NO 30 CIP COVER PAGE.PDF](#)
[BILL NO 30 ORD 2023 -2027 CAPITAL IMPROVEMENTS PLAN.PDF](#)
[BILL NO 30 BUDGET CAPITAL PLAN_2023 TO 2027 \(2\).PDF](#)

11.IV. BILL NO. 31

An Ordinance granting a Conditional Use Permit to Sunset Hills Owner, LLC for a change of use at 3600 South Lindbergh Boulevard to authorize a

Service Center as part of the Bass Pro Shop, per application P-21-22

FIRST READING

**Petitioner has requested a second reading*

Documents:

[BILL NO 31 1\) P-21-22 COVER PAGE.PDF](#)
[BILL NO 31 2A\)ORDINANCE GRANTING CUP TO BASS PRO.PDF](#)
[BILL NO 31 3\) P-21-22 UPDATED STAFF REPORT.PDF](#)
[BILL NO 31 4\) P-21-22 PETITIONER INFORMATION.PDF](#)
[BILL NO 31 5\) P-21-22 PUBLIC HEARING.PDF](#)
[BILL NO 31 P-21-22 SECOND READING REQUEST.PDF](#)

11.V. BILL NO. 32

An Ordinance approving a Final Development Plan for the property at 13270

Maple Drive

FIRST READING

Documents:

[BILL NO 32 1\) P-23-22 COVER PAGE.PDF](#)
[BILL NO 32 2\) ORD - APPROVING DEVELOPMENT PLAN MAPLE DRIVE.PDF](#)
[BILL NO 32 3\) P-23-22 UPDATED STAFF REPORT.PDF](#)
[BILL NO 32 4\) P-23-22 FINAL DEVELOPMENT PLAN.PDF](#)
[BILL NO 32 5\) P-23-22 PUBLIC HEARING.PDF](#)
[P-23-21APPROVAL ORDINANCE.PDF](#)

11.VI. BILL NO. 33

An Ordinance amending Appendix A of the Unified Development Ordinance of the City of Sunset Hills to create a new Planned District, PD-RV Planned Development- Residential/ Villas

FIRST READING

Documents:

[BILL NO 33 1\) P-24-22 COVER PAGE.PDF](#)
[BILL NO 33 2\) ORD - TEXT AMENDMENT CREATE PD-RV DISTRIT_.PDF](#)
[BILL NO 33 3\) P-24-22 UPDATED STAFF REPORT.PDF](#)
[BILL NO 33 4\) P-24-22 THRU P-26-22 PUBLIC HEARING.PDF](#)

11.VII. BILL NO. 34

An Ordinance rezoning eleven properties that make up Gates Manor Subdivision from R-4 Single Family Residential to PD-RV Planned Development-Residential/Villa District and amending the official zoning map

FIRST READING

Documents:

BILL NO 34 1) P-25-22 COVER PAGE.PDF
BILL NO 34 2)ORD - REZONING FROM R-4 TO PD-RV - GATES MANOR
SUBDIVISION.PDF
BILL NO 34 3) P-25-22 UPDATED STAFF REPORT.PDF
BILL NO 34 4) P-25-22 TRAFFIC MEMO FROM CBB.PDF
BILL NO 34 5) P-24-22 THRU P-26-22 PUBLIC HEARING.PDF

11.VIII. BILL NO. 35

An Ordinance approving a Preliminary Development Plan for the Gates
Manor Subdivision
FIRST READING

Documents:

BILL NO 35 1) P-26-22 COVER PAGE.PDF
BILL NO 35 2) ORD PRELIMINARY DEVELOPMENT PLAN - GATES MANOR
SUBDIVISION (NOV 22).PDF
BILL NO 35 3) P-26-22 UPDATED STAFF REPORT.PDF
BILL NO 35 4) P-26-22 PRELIMINARY DEVELOPMENT PLAN.PDF
BILL NO 35 5) P-24-22 THRU P-26-22 PUBLIC HEARING (003).PDF

11.IX. BILL NO. 36

An Ordinance appointing and engaging the services of Special Counsel to
assist the City and authorizing the execution of an engagement letter.
FIRST READING

**Staff has requested a second reading*

Documents:

BILL NO 36 COVER PAGE - SPECIAL COUNSEL.PDF
BILL NO 36 ORD - AUTHORIZING ENAGEMENT OF SPECIAL
COUNSEL.PDF
BILL NO 36 ENGAGEMENT LETTER.PDF

11.X. RESOLUTION NO. 641

A Resolution approving a Contract for the City's Communications Audit and
Strategic Communications Plan and authorizing the Mayor and/or the City
Administrator to execute the same on behalf of the City of Sunset Hills

Documents:

RESOLUTION NO 641 COVER PAGE - CREATIVE ENTOURAGE (02).PDF
RESOLUTION NO 641 COMMUNICATIONS AUDIT AND PLAN
AGREEMENT.PDF
RESOLUTION NO 641 CREATIVE ENTOURAGE (005).PDF
RESOLUTION NO 641 CREATIVE ENTOURAGE PROJECT SCOPE.PDF
RESOLUTION NO 641 MASTER SERVICE AGREEMENT.PDF
RESOLUTION NO 641 STATEMENT OF WORK_SUNSETHILLS 090922.PDF

11.XI. RESOLUTION NO. 649

A Resolution approving a contract with Automated Data Systems, Inc. and

authorizing the Mayor and City Administrator to execute the same on behalf of the City of Sunset Hills

Documents:

[RESOLUTION NO 649 ADS - SERVER - AGENDA COVER PAGE.PDF](#)
[RESOLUTION NO 649 APPROVAL OF ADS SERVER AGREEMENT.PDF](#)
[RESOLUTION NO 649 ADS SERVER QUOTE.PDF](#)

12. APPOINTMENTS

Jennifer Geen Planning and Zoning at large to replace Terry Beiter (term Expires 06/12//2026)

Mike Svoboda Planning and Zoning Ward 4 reappointment (term expires 06/12/2026)

13. GENERAL DISCUSSION

14. REQUEST TO MEET IN CLOSED SESSION PURSUANT TO 610.21.(1) TO DISCUSS LEGAL MATTERS

Documents:

[CLOSED AGENDA MEETING NOVEMBER 08, 2022.PDF](#)

15. ADJOURNMENT