

**CITY OF SUNSET HILLS  
BOARD OF ALDERMEN  
A G E N D A  
NOVEMBER 09, 2021  
6:00 P.M.**

**A meeting of the Board of Aldermen was called by Mayor  
Patricia Fribis and will be held virtually via Zoom**

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

**[https://us02web.zoom.us/j/82706052183?  
pwd=REtGQkw0cmh4dit4czAyY3pzSUI0Zz09](https://us02web.zoom.us/j/82706052183?pwd=REtGQkw0cmh4dit4czAyY3pzSUI0Zz09)**

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

**Meeting ID: 827 0605 2183**

**Password: 945565**

**No comments will be taken from the public during the meeting, with exception of during the public hearings. If you 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 [bjillett@sunset-hills.com](mailto:bjillett@sunset-hills.com) no later than 4 pm on Tuesday, November 9, 2021. 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 MINUTES

Approval of the minutes of the October 12, 2021 regular and closed session meetings and the October 26, 2021 special and closed session meetings.

Documents:

[BOA MINUTES DRAFT OCTOBER 12 2021.PDF](#)  
[BOA MINUTES DRAFT OCTOBER 26 2021.PDF](#)

4. APPROVAL OF THE AGENDA

5. CONSENT AGENDA

a. Bills to be approved

Documents:

[BILLS TO BE APPROVED OCTOBER 2021 EXPENDITURES BY DEPT.PDF](#)  
[BILLS TO BE APPROVED OCTOBER 2021 EXPENDITURES BY TYPE.PDF](#)  
[BILLS TO BE APPROVED OCTOBER 2021 EXPENDITURES BY VENDOR.PDF](#)

6. PUBLIC HEARINGS

None.

7. PUBLIC COMMENT

8. OLD BUSINESS

8.I. BILL NO. 18

An Ordinance amending Appendix B, Section 5 to prohibit the elevation of primary structures in Residential zoning districts utilizing pier construction

**SECOND READING**

Documents:

[BILL NO 18 TEXT AMENDMENT 1\) P-19-21 COVER PAGE \(004 NOV\).PDF](#)  
[BILL NO 18 TEXT AMENDMENT 2\) P-19-21 APPLICATION \(002\).PDF](#)  
[BILL NO 18 TEXT AMENDMENT 3\) P-19-21 UPDATED STAFF REPORT \(2\).PDF](#)  
[BILL NO 18 TEXT AMENDMENT 4\) P-19-21 PUBLIC HEARING.PDF](#)  
[BILL NO 18 TEXT AMENDMENT ELEVATION OF PRIMARY STRUCTURES ORD 10.7.21.PDF](#)  
[BILL NO 18 TEXT AMENDMENT PUBLIC HEARING \(2\).PDF](#)

8.II. BILL NO. 20

An Ordinance accepting Pagada Parkway, Caddyshack Circle, and Marchem Circle for public maintenance

**SECOND READING**

\*Petitioner has requested to postpone

Documents:

[BILL NO 20 TAPAWINGO STREETS 000\) COVER PAGE.PDF](#)  
[BILL NO 20 TAPAWINGO STREET MAINTENANCE ORD 9.8.21.PDF](#)  
[BILL NO 20 TAPAWINGO STREETS 00\) MEMO.PDF](#)  
[BILL NO 20 TAPAWINGO STREETS 1\) LIST OF ATTACHED DOCUMENTS.PDF](#)  
[BILL NO 20 TAPAWINGO STREETS 2\) ORDINANCE 2000 - ACCEPTANCE OF PRIVATE STREETS.PDF](#)  
[BILL NO 20 TAPAWINGO STREETS 3\) MANORS AT TAPAWINGO - REQUEST FOR CITY MAINTENANCE.PDF](#)  
[BILL NO 20 TAPAWINGO STREETS 4\) MANORS AT TAPAWINGO](#)

DEFICIENCY REPORT.PDF  
BILL NO 20 TAPAWINGO STREETS 5) MANORS AT TAPAWINGO - 2019  
REPORT MAPS.PDF  
BILL NO 20 TAPAWINGO STREETS 6) TAPAWINGO ANNUAL  
MAINTENANCE COST REPORT.PDF  
BILL NO 20 TAPAWINGO STREETS 7) MANORS AT TAPAWINGO STREET  
REPAIR BREAKDOWN.PDF  
BILL NO 20 TAPAWINGO STREETS 8) TAPAWINGO - REQUEST  
AMENDMENT.PDF  
BILL NO 20 TAPAWINGO STREETS 9) STREET MAP.PDF  
BILL NO 20 TAPAWINGO STREETS 10) RUIZ RESPONSE TO SUNSET  
HILLS NON-COMPLIANCE REPORT.PDF  
BILL NO 20 TAPAWINGO STREETS 11) WES SEARCY  
MEMORANDUM.PDF  
BILL NO 20 TAPAWINGO STREETS 12) ROAD GRADES.PDF  
BILL NO 20 TAPAWINGO STREETS 13) M AND H CONCRETE BID.PDF  
BILL NO 20 TAPAWINGO STREETS 14) OWNERSHIP AND ENCUMBRANCE  
REPORT.PDF  
BILL NO 20 TAPAWINGO STREETS 15) APPLICANT EMAIL RESPONSE -  
MANORS AT TAPAWINGO.PDF  
BILL NO 20 TAPAWINGO STREETS 16) JSB TAPAWINGO JOINER  
LETTER.PDF  
BILL NO 20 TAPAWINGO STREETS 17) DEDICATION OF CITY RIGHT OF  
WAY.PDF  
BILL NO 20 TAPAWINGO STREETS 18) INDENTURE OF TRUST AND  
RESTRICTIONS FOR TAPAWINGO.PDF  
BILL NO 20 TAPAWINGO STREETS 19) LOCATION OF CITY RIGHT OF  
WAY.PDF  
BILL NO 20 TAPAWINGO STREETS 20) CBB TRANSPORTATION  
REPORT.PDF  
BILL NO 20 TAPAWINGO STREETS 21) LETTER FROM CITY ENGINEER  
RELEASING ESCROW (R. WILLIAMS) DATED 08-21-2006.PDF  
BILL NO 20 TAPAWINGO STREETS 22) FOSTER CORRESPONDENCE.PDF  
BILL NO 20 TAPAWINGO STREETS 23) MSD LETTERS OF  
DEDICATION.PDF  
BILL NO 20 TAPAWINGO STREETS 24) AMEREN LETTER RE STREET  
LIGHTS.PDF  
BILL NO 20 TAPAWINGO STREETS 25) CORING REPORT.PDF  
BILL NO 20 TAPAWINGO STREETS 26) GRADE REPORT.PDF

#### 8.II.i. ADDITIONAL TAPAWINGO DOCUMENTS

##### Documents:

BILL NO 20 TAPAWINGO STREETS 27) TAPAWINGO\_LETTER TO  
SUNSET HILLS MAYOR AND BOARD OF ALDERMEN (10.08.2021).PDF  
BILL NO 20 TAPAWINGO STREETS 27A) INDEX FOR BOA 10-12-21  
EXHIBITS.PDF  
BILL NO 20 TAPAWINGO STREETS 28) 01\_EXECUTIVE SUMMARY  
EXHIBIT 1.PDF  
BILL NO 20 TAPAWINGO STREETS 29) 02\_STATUS OF OBLIGATIONS  
UNDER ORDINANCE 2000 EXHIBIT 2.PDF  
BILL NO 20 TAPAWINGO STREETS 30) 03\_STREET MAINTENANCE  
COSTS EXHIBIT 3.PDF  
BILL NO 20 TAPAWINGO STREETS 31) 04\_STREETS CONSTRUCTED IN  
ACCORDANCE WITH CITY STANDARDS DESPITE CONTRARY  
STATEMENTS EXHIBIT 4.PDF  
BILL NO 20 TAPAWINGO STREETS 32) 05\_HISTORY OF WHETHER THE  
STREETS WOULD BE PUBLIC OR PRIVATE EXHIBIT 5.PDF

BILL NO 20 TAPAWINGO STREETS 33) 06\_REASONS FOR ACCEPTING THE STREETS FOR MAINTENANCE EXHIBIT 6.PDF  
BILL NO 20 TAPAWINGO STREETS 34) 07\_APPLICATION TO CITY FOR ACCEPTANCE OF MANORS STREETS EXHIBIT 7.PDF  
BILL NO 20 TAPAWINGO STREETS 35) 08\_CITY MEMO AND NON-COMPLIANCE REPORT EXHIBIT 8.PDF  
BILL NO 20 TAPAWINGO STREETS 36) 09\_MANORS RESPONSE TO CITY NON-COMPLIANCE REPORT.PDF  
BILL NO 20 TAPAWINGO STREETS 37) 10\_AMENDMENT TO APPLICATION AND UPDATE TO RESPONSE TO NON-COMPLIANCE REPORT EXHIBIT 10.PDF  
BILL NO 20 TAPAWINGO STREETS 38) 11\_AGENDA AND MINUTES OF PUBLIC WORKS MEETING\_JUNE 3, 2021.PDF  
BILL NO 20 TAPAWINGO STREETS 39) 12\_AGENDA AND MINUTES OF PUBLIC WORKS MEETING\_JULY 1, 2021.PDF  
BILL NO 20 TAPAWINGO STREETS 40) 13\_AGENDA AND MINUTES OF PLANNING AND ZONING COMMISSION\_AUGUST 4, 2021.PDF

8.III. BILL NO. 21

An Ordinance granting a Conditional Use Permit to Post Motorworks LLC for operation of a Vehicle Service Facility at 10340 (aka 11025) Winter Industrial Drive  
**SECOND READING**

Documents:

BILL NO 21 POST MOTORWORKS 1) P-16-21 COVER PAGE (2).PDF  
BILL NO 21 POST MOTORWORKS 2) P-16-21 APPLICATION.PDF  
BILL NO 21 POST MOTORWORKS 3) P-16-21 UPDATED STAFF REPORT.PDF  
BILL NO 21 POST MOTORWORKS 4) P-16-21 PETITIONER INFORMATION.PDF  
BILL NO 21 POST MOTORWORKS 5) P-16-21 REVISED STRIPING PLAN.PDF  
BILL NO 21 POST MOTORWORKS 6) P-16-21 PUBLIC HEARING.PDF  
BILL NO 21 POST MOTORWORKS CUP (GRANT) 10.5.21.PDF

8.IV. BILL NO. 22

An Ordinance granting a Conditional Use Permit to Donut Palace for operation of a restaurant at 3751 South Lindbergh Boulevard  
**SECOND READING**

Documents:

BILL NO 22 DONUT PALACE 1) P-17-21 COVER PAGE (2).PDF  
BILL NO 22 DONUT PALACE 2) P-17-21 APPLICATION.PDF  
BILL NO 22 DONUT PALACE 3) P-17-20 UPDATED STAFF REPORT.PDF  
BILL NO 22 DONUT PALACE 4) P-17-21 PETITIONER INFORMATION.PDF  
BILL NO 22 DONUT PALACE 5) P-17-21 PUBLIC HEARING.PDF  
BILL NO 22 DONUT PALACE CUP 10.5.21.PDF

9. CITY OFFICIAL AND COMMITTEE REPORTS

City Clerk/City Administrator, Brittany Gillett

Director of Finance, Susanna Messmer

Chief of Police, Stephen Dodge

City Attorney, James C. Hetlage

City Engineer, Bryson Baker

Director of Parks & Recreation, Gerald Brown

#### Committee Reports

Finance Committee – Alderman Stewart

Economic Development Committee – Aldermen Price

Parks & Recreation Commission – Alderman Wong

Police Advisory Board – Alderman Epperson

Public Works Committee – Alderman Friedmann

#### Documents:

[REPORTS PW ENGINEER REPORT \(002\).PDF](#)  
[REPORTS PD OCTOBER MONTHLY STATISTICS.PDF](#)  
[REPORTS PARKS NOV 2021.PDF](#)  
[REPORTS COURT OCT 2021 SMC.PDF](#)  
[REPORTS COURT OCT 2021 IMDS.PDF](#)

#### 10. NEW BUSINESS

##### 10.I. BILL NO. 27

An Ordinance adopting the 2022-2026 Capital improvements Plan  
**FIRST READING**

#### Documents:

[BILL NO 27 COVER PAGE CIP.PDF](#)  
[BILL NO 27 2022 -2026 CAPITAL IMPROVEMENTS PLAN.PDF](#)  
[BILL NO 27 CAPITAL 2022 BUDGET AND 2023 TO 2026 PLAN.PDF](#)

##### 10.II. BILL NO. 28

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, 2022, and ending  
December 31, 2022, providing for expenditures in accordance with  
said budget and making appropriations thereof  
FIRST READING

Documents:

[BILL NO 28 COVER PAGE - BUDGET.DOCX.PDF](#)  
[BILL NO 28 OPERATIONS BUDGET ORD 11.9.21.PDF](#)  
[BILL NO 28 BUDGET MEMO - 2022 BUDGET.DOCX.PDF](#)  
[BILL NO 28 BUDGET TABLE OF CONTENTS.PDF](#)  
[BILL NO 28 BUDGET I. SUMMARY.PDF](#)  
[BILL NO 28 BUDGET II. STATEMENTS OF REVENUES EXPENDITURES  
CHANGES IN FUND BALANCE.PDF](#)  
[BILL NO 28 BUDGET III. REVENUE.PDF](#)  
[BILL NO 28 BUDGET IV. PERSONNEL EXPENDITURES \(2\).PDF](#)  
[BILL NO 28 BUDGET V. OPERATING EXPENDITURES.PDF](#)  
[BILL NO 28 BUDGET VI. CAPITAL 2022 BUDGET AND 2023 TO 2026  
PLAN.PDF](#)  
[BILL NO 28 BUDGET VII. DEPARTMENTAL OPERATING AND CAPITAL 2022  
DETAIL.PDF](#)  
[BILL NO 28 BUDGET VIII. ARPA OPTIONS.PDF](#)  
[BILL NO 28 BUDGET IX. LONG-TERM DEBT.PDF](#)  
[BILL NO 28 BUDGET ALDERMEN PRESENTATION.PDF](#)  
[BILL NO 28 BUDGET DETAIL FULL.PDF](#)

10.III. RESOLUTION NO. 589

A Resolution establishing fees for Residents and Non-Residents for usage of  
Public Facilities

Documents:

[RESOLUTION NO 589 COVER PAGE - PARK FEES FOR 2022 \(02\).PDF](#)  
[RESOLUTION NO 589 PARK FEES FOR 2022.PDF](#)  
[RESOLUTION NO 589 EXHIBIT A PARK FEES FOR 2022.PDF](#)

11. APPOINTMENTS

John Haasis - Ward 2 Board of Adjustment- term expires 11/09/2026

Ronald Hack - Ward 2 Board of Adjustment Alternate - term expires

11/09/2026

12. FUND BALANCE POLICY DISCUSSION

Documents:

[FUND BALANCE POLICY AGENDA ITEMS COVER PAGE.PDF](#)  
[FUND BALANCE POLICY PROPOSALS.PDF](#)  
[FUND BALANCE POLICY SECTION 2-10.PDF](#)  
[FUND BALANCE POLICY PROPOSED.PDF](#)  
[FUND BALANCE POLICY 09.07.21 FINANCE MEETING MINUTES -  
APPROVED.PDF](#)

13. EDDIE & PARK SIDEWALK SURVEY DISCUSSION

Documents:

[EDDIE AND PARK SIDEWALKS -LETTER 2.PDF](#)

14. GENERAL DISCUSSION

Documents:

[GENERAL DISCUSSION AMERICAN EAGLE CONTRACT - EXTENSION REQUEST.PDF](#)

15. ADJOURNMENT