

Please note, residents can share comments **in-person**, virtually via Zoom using the “Raise Hand” option, via email or U.S. mail. Written comments will **not** be read aloud at the meetings. All speakers will be allowed three minutes. Instructions on listening through your phone or computer to the teleconference available at webstergrovesmo.gov/teleconference.

[Please note, due to the ongoing pandemic, masks are recommended.]

**CITY OF WEBSTER GROVES
COUNCIL WORK SESSION AGENDA
DATE: TUESDAY – AUGUST 2, 2022**

6:30 P.M.

LOCATION – CITY HALL

IN-PERSON

AND VIA TELECONFERENCE

#4 E. LOCKWOOD AVENUE

1. CHARTER REVIEW ADVISORY BOARD INTERVIEWS
2. REVIEW REGULAR AGENDA
3. MAYOR/COUNCIL/CITY MANAGER ISSUES/MEETING UPDATES
4. TOPIC:
 - Neighborhood Traffic Management Program
5. APPOINTMENTS TO BOARDS & COMMISSIONS
6. EXECUTIVE (CLOSED SESSION)
RE:
 1. ATTORNEY-CLIENT PRIVILEGED COMMUNICATIONS
[MO. STATUTE 610.021 (1)]
 2. REAL ESTATE [MO. STATUTE 610.021 (2)]
 3. PERSONNEL [MO. STATUTE 610.021 (3)]
 4. NEGOTIATED CONTRACT [MO. STATUTE 610.021 (12)]
7. ADJOURNMENT

**CITY OF WEBSTER GROVES
CITY COUNCIL MEETING
DATE: TUESDAY – AUGUST 2, 2022
[8:15 P.M. – SPECIAL START TIME]
LOCATION–CITY HALL-#4 E. LOCKWOOD
IN-PERSON
AND VIA TELECONFERENCE**

Please note, residents can share comments **in-person**, virtually via Zoom using the “Raise Hand” option, via email or U.S. mail. Written comments will **not** be read aloud at the meetings. All speakers will be allowed three minutes. Instructions on listening through your phone/computer to teleconference are available at webstergrovesmo.gov/teleconference.
[Please note, due to the ongoing pandemic, masks are recommended.]

Welcome to the regular meeting of the City Council. We welcome questions, ideas and comments from persons in attendance. Members of the audience may, however, comment only when recognized by the Mayor or Mayor ProTem if the Mayor is absent. We ask that comments be limited to **three minutes** in order to complete the agenda within a reasonable time. Comments concerning items not on the agenda should be made during the Remarks of Visitors section of the agenda, near the beginning of the meeting.

I. ROLL CALL

II. PUBLIC HEARING

1. Proposed Community Development Block Grant Funds for the 2023 Budget

- **Resolution #2022-34** – Authorizing the City Manager of the City of Webster Groves, Missouri, to Submit on Behalf of the City of Webster Groves, Missouri, an Application for Community Development Funds for Calendar Year 2023 to St. Louis County Office of Community Development, Department of Human Services, Providing for Specific Programs to be Undertaken Within Said City Under the Housing and Community Development Act of 1974, as Amended

III. REMARKS OF VISITORS

IV. NEW BUSINESS - MAYOR, COUNCILMEMBERS, CITY ATTORNEY, CITY MANAGER

V. UNFINISHED BUSINESS

- 1. Bill #9188 – Third Reading** – An Ordinance Amending the Traffic Code, of the City of Webster Groves, by Amending Chapter 60, Article XVI “Schedules”, Section 60.975 – Schedule H “Parking Prohibited” to Create a No Parking Zone on the North Side of Fairlawn Avenue Between Oakwood Avenue and Newport Avenue

2. **Bill #9189 – Third Reading** – An Ordinance Amending the Code of Webster Groves, Chapter 2, “Administration” by Amending Section 2.010 “Meetings of the Council” and Section 2.040 “Order of Business; Conduct of Meetings”

VI. NEW BUSINESS

1. **Bill #9190 – First, Second and Third Reading** – An Ordinance Permitting the Subdivision of Certain Property at 820 Marshall Avenue, and 828 Marshall Avenue
2. **Bill #9191 – First & Second Reading** – An Ordinance of the City of Webster Groves, Missouri, Amending Chapter 56, “Architectural Review Board”, by Revising Section 56.050 “Permit Applications Submitted to the Board” Including the Process for Administrative Approval and to Clarify the Review Process

VII. APPROVAL OF CONSENT AGENDA

1. **Approval of Minutes** – July 19, 2022
2. **Resolution #2022-35** – Authorizing the City Manager to Purchase a Street Sweeper for the Public Works Department
3. **Resolution #2022-36** – Amending the Budget for Fiscal Year 2023

VIII. APPOINTMENTS TO BOARDS AND COMMISSIONS

IX. EXECUTIVE (CLOSED SESSION)

RE: 1. ATTORNEY-CLIENT PRIVILEGED COMMUNICATIONS

[MO. STATUTE 610.021 (1)]

2. REAL ESTATE [MO. STATUTE 610.021 (2)]

3. PERSONNEL [MO. STATUTE 610.021 (3)]

4. NEGOTIATED CONTRACT [MO. STATUTE 610.021 (12)]

X. ADJOURNMENT

Individuals who require an accommodation (sign language, interpreter, listening devices, etc.) to participate in the meeting should contact the City Clerk at 314-963-5318 (fax number 314-963-7561) or Relay Missouri at 1-800-735-2966 (TDD) at least two working days prior to the meeting.

NEXT REGULAR MEETING DATE: TUESDAY – SEPTEMBER 6, 2022

[NOTE: AUGUST 16, 2022 COUNCIL MEETING IS CANCELED]

RESOLUTION #2022-34

A RESOLUTION AUTHORIZING THE CITY MANAGER OF THE CITY OF WEBSTER GROVES, MISSOURI, TO SUBMIT ON BEHALF OF THE CITY OF WEBSTER GROVES, MISSOURI, AN APPLICATION FOR COMMUNITY DEVELOPMENT FUNDS FOR CALENDAR YEAR 2023 TO ST. LOUIS COUNTY OFFICE OF COMMUNITY DEVELOPMENT, DEPARTMENT OF HUMAN SERVICES, PROVIDING FOR SPECIFIC PROGRAMS TO BE UNDERTAKEN WITHIN SAID CITY UNDER THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED

WHEREAS, the Mayor has executed the Agreement with the County of St. Louis for programs to be undertaken under the Housing and Community Development Act of 1974 as authorized by Ordinance No. 7217.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEBSTER GROVES, MISSOURI, as follows:

Section 1: The City Manager of the City of Webster Groves, Missouri, is hereby authorized to submit on behalf of the City, the 2023 Municipal Application for Community Development Funds (said summary budget in the form of Exhibit "A" attached hereto and made a part hereof) providing for specific programs to be undertaken within said City with St. Louis County, Missouri.

Section 2: The City Manager is hereby authorized to execute all necessary documents and papers required for the consummation and execution of said application.

Exhibit "A"

<u>Home Improvement Program</u>	<u>\$33,300.00</u>
TOTAL	\$33,300.00

ADOPTED this ___ day of _____, 2022.

Mayor

ATTEST:

City Clerk

BILL #9188
ORDINANCE #9188

AN ORDINANCE AMENDING THE TRAFFIC CODE, OF THE CITY OF WEBSTER GROVES, BY AMENDING CHAPTER 60, ARTICLE XVI “SCHEDULES”, SECTION 60.975 - SCHEDULE H “PARKING PROHIBITED” TO CREATE A NO PARKING ZONE ON THE NORTH SIDE OF FAIRLAWN AVENUE BETWEEN OAKWOOD AVENUE AND NEWPORT AVENUE

WHEREAS, the Council finds that it is in the best interest of the community, and the preservation of the health, safety, and general welfare of the citizens of Webster Groves, to create a No Parking Zone on the north side of Fairlawn Avenue between Oakwood Avenue and Newport Avenue to allow appropriate roadway clearance for traffic and emergency vehicles due to the narrow width of the roadway.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WEBSTER GROVES, MISSOURI, AS FOLLOWS:

Section 1. Section 60.975 - Schedule H of Chapter 60, the Traffic Code of Webster Groves, is hereby amended to create a No Parking Zone on the north side of Fairlawn Avenue between Oakwood Avenue and Newport Avenue at all times.

Section 2. The City Manager is hereby authorized and directed to erect the appropriate signs carrying out the intention of this ordinance.

Section 3. This ordinance shall be printed in the Code of Webster Groves.

Section 4. This ordinance shall take effect and be in force from and after its passage and approval as provided by law.

PASSED AND APPROVED this ____ day of _____, 2022.

MAYOR

ATTEST:

CITY CLERK

BILL #9189
ORDINANCE #9189

**AN ORDINANCE AMENDING THE CODE OF WEBSTER GROVES,
CHAPTER 2, "ADMINISTRATION"
BY AMENDING SECTION 2.010 "MEETINGS OF THE COUNCIL" AND SECTION 2.040
"ORDER OF BUSINESS; CONDUCT OF MEETINGS"**

WHEREAS, to make meeting times more flexible, and after receiving input from the public regarding the title related to speaker comments, the City Council desires to amend Chapter 2 of the Code of Webster Groves as follows:

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WEBSTER GROVES AS FOLLOWS:

Section 1. Chapter 2, "Administration," Article I, "City Council and Mayor", Section 2.010 "Meetings of the Council", is hereby amended to read as follows:

Section 2.010. Meetings of the Council.

The Council shall meet regularly on the first and third Tuesdays of each month in the Council Chamber of the City Hall. Meetings will be held at a time set by the Council with adequate notice to the public. When the day of meeting falls on a legal holiday, the meeting shall be held on the day following, unless the Council shall decide otherwise. Special meetings may be called by the Mayor or Mayor Pro tempore, or by any two members of the Council by written request filed with the City Clerk. Notice of special meetings shall be given in writing to each member at least one day in advance of the meeting, stating the purpose of the special meeting. By consent of the council or for reason of lack of a quorum, a meeting may be adjourned to another date, no later than the next regular meeting date. (Ord. No. 8450, § 1, 4-5-05)

Section 2. Chapter 2, "Administration," Article I, "City Council and Mayor", 2.040. a(3) "Order of Business; Conduct of Meeting", is hereby amended to read as follows:

3. Remarks from the Community and Visitors

Section 3. This ordinance shall be printed in the Code of Webster Groves.

Section 4. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 5. This ordinance shall take effect and be in force from and after its passage and approval as provided by law.

PASSED AND APPROVED this ___ day of _____ 2022.

MAYOR

ATTEST:

CITY CLERK

BILL #9190
ORDINANCE #9190

**AN ORDINANCE PERMITTING THE SUBDIVISION
OF CERTAIN PROPERTY AT 820 MARSHALL AVENUE,
AND 828 MARSHALL AVENUE**

WHEREAS, Blue Properties, LLC (Tim Dolan) and Joshua Hill and Elizabeth Goodbrake (the “Owners”) -- who own certain property that is approximately 0.631 acres of land commonly referred to as 820 Marshall Avenue and 828 Marshall Avenue and that is more particularly described in the final subdivision plat which is attached hereto as **Exhibit A** and that is incorporated herein by this reference (hereinafter referred to as “the Property”) -- have requested a subdivision of the Property that is within the “A4” Seventy-Five Hundred Square Foot Residence District; and

WHEREAS, one of the accessory structures are currently non-conforming to the Zoning Code; and

WHEREAS, the re-subdivision of the Property does meet all the requirements of the current version of the zoning code; and

WHEREAS, consideration of the request was referred to the City Plan Commission, which, after studying the application and the standards and requirements of the Webster Groves Subdivision Ordinance, recommended approval of the requested subdivision to allow the existing accessory structure to remain in place at 828 Marshall Avenue until such time as it is reconstructed or required to be reconstructed pursuant to the regulations governing non-conforming uses; and

WHEREAS, the owners are now requesting that the City Council give final approval to the subdivision of the Property;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WEBSTER GROVES, MISSOURI, AS FOLLOWS:

Section 1. The City Council approves the subdivision of the Property in accordance with the final subdivision plat submitted to the Council and attached hereto as Exhibit A, including allowing the existing accessory structure to remain where they have been built until such time as they are reconstructed or required to be reconstructed pursuant to the regulations governing non-conforming uses.

Section 2. All future development at the subject properties shall meet the existing Municipal Code requirements. The establishment of this plat precludes current and future owners from obtaining variances from the Municipal Code at the subject properties.

Section 3. This ordinance shall not be printed in the Code of Webster Groves.

Section 4. This ordinance shall take effect and be in force from and after its passage and approval.

Passed and Approved this _____ day of _____ 2022.

Mayor

ATTEST:

City Clerk

**BILL #9191
ORDINANCE #9191**

**AN ORDINANCE OF THE CITY OF WEBSTER GROVES, MISSOURI,
AMENDING CHAPTER 56, “ARCHITECTURAL REVIEW BOARD,” BY
REVISING SECTION 56.050 “PERMIT APPLICATIONS SUBMITTED TO THE
BOARD” INCLUDING THE PROCESS FOR ADMINISTRATIVE
APPROVAL AND TO CLARIFY THE REVIEW PROCESS**

WHEREAS, the City Council of Webster Groves, Missouri, has determined that it is in the best interest of the residents of Webster Groves to periodically update its Architectural Review Board powers and authority in order to best protect the public health, safety and general welfare; and

WHEREAS, the City Council gave due notice and heard and considered comments and suggestions on the proposed revisions by those present on Tuesday, August 2, 2022 at 8:15 P.M.;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WEBSTER GROVES, MISSOURI, AS FOLLOWS:

Section 1. Section 56.050 “Permit Applications Submitted to the Board” shall hereby be amended to read as follows:

Every application for a permit, or any amendment thereto, under either Chapter 20 or Chapter 54 of the Code of Webster Groves for a “structure” as that term is defined in Chapter 53 excluding fences as already defined in the Code, shall be submitted, along with the plans, elevations, detail drawings and specifications, to the Department of Planning and Development. Amendments or additions to such an application may be approved by staff if:

1. *Alterations and repairs not affecting the outward appearance of an existing building, sign or retaining wall; or*
2. *All of the following:*
 - a. *Not located within a Historic District; and*
 - b. *An addition of less than ~~two~~ four hundred (~~200~~ 400) square feet; and*
 - c. *Not located on the primary front elevation and/or not readily visible from the public right of way.*

Additionally, the following can be approved by Staff:

1. *Windows in a Historic District that are being replaced matching existing window pattern and size;*
2. *Replacement of porches in Historic Districts that match the existing design details;*

3. Windows on the front elevation of a house that currently has differing window patterns where the replacements will increase the window design compatibility;
4. Front porches that are replacements in the same size and general look;
5. Accessibility ramps on the front elevation; and
6. Solar Panels on a front elevation where the panels are evenly spaced across the roofline.

Staff will determine if those amendments or additions will require additional review by the ARB based on guidelines to be promulgated by the Director of Planning and Development and approved by motion of the City Council, from time to time. All other applications shall be forwarded to the ARB before being approved by the Building Commissioner.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3. This Ordinance shall be printed in the Code of Webster Groves.

Section 4. This Ordinance shall become effective immediately upon passage and approval.

Passed and Approved this ____ day of _____ **2022.**

Mayor

ATTEST:

City Clerk

CITY OF WEBSTER GROVES

July 19, 2022

The City Council met this date in a regular session, in the City Council Chambers, which was available to the public in person, and via teleconference, at 7:32 p.m.

Present at Roll Call: Mayor Laura Arnold (via teleconference)
Mayor Pro Tem Pam Bliss
Councilmember David Franklin (via teleconference)
Councilmember Emerson Smith
Councilmember Karen D. Alexander (via teleconference)
Councilmember Sarah Richardson
Councilmember Emily Hixson Shepherd

A quorum was present.

Also present: Dr. Marie Peoples, City Manager
Mr. Neil Bruntrager, City Attorney
Ms. Katie Nakazono, City Clerk

COMMUNITY DAYS AWARDS

Director of Parks and Recreation Scott Davis thanked Police, Fire, Parks and Rec, Public Works, and all of the City employees who help with Community Days. He also thanked the Masons who are marshals of the parade every year. He thanked the schools, churches, and other buildings that allow parking and restroom usage and also thanked this year's parade judges. He and Mayor Pro Tem Bliss distributed parade awards. The Mayor and Council thanked Mr. Davis for the hard work he and his team puts in every year.

REMARKS OF VISITORS

No Remarks of Visitors.

NEW BUSINESS – MAYOR, COUNCILMEMBERS, CITY ATTORNEY, CITY MANAGER

No New Business.

NEW BUSINESS

BILL #9188 – FIRST & SECOND READING

Councilmember Hixson Shepherd introduced **BILL #9188 – AN ORDINANCE AMENDING THE TRAFFIC CODE, OF THE CITY OF WEBSTER GROVES, BY AMENDING CHAPTER 60, ARTICLE XVI “SCHEDULES”, SECTION 60.975 – SCHEDULE H “PARKING PROHIBITED” TO CREATE A NO PARKING ZONE ON THE NORTH SIDE OF FAIRLAWN AVENUE BETWEEN OAKWOOD AVENUE AND BOMPART AVENUE**, and at the Councilmember's request, the Bill was read twice, first and second times by title only, and placed on the agenda for future consideration of the Council.

July 19, 2022

BILL #9189 – FIRST & SECOND READING

Councilmember Smith introduced **BILL #9189 – AN ORDINANCE AMENDING THE CODE OF WEBSTER GROVES, CHAPTER 2 “ADMINISTRATION” BY AMENDING SECTION 2.010 “MEETINGS OF THE COUNCIL” AND SECTION 2.040 “ORDER OF BUSINESS; CONDUCT OF MEETINGS”**, and at the Councilmember’s request, the Bill was read twice, first and second times by title only, and placed on the agenda for future consideration of the Council.

CONSENT AGENDA

A motion was made by Councilmember Richardson, seconded by Councilmember Smith, to approve the Consent Agenda.

Mayor Pro Tem Bliss called for the vote on the Consent Agenda.

MEMBERS VOTING:

AYES: BLISS, FRANKLIN, SMITH, ALEXANDER, RICHARDSON, HIXSON SHEPHERD, ARNOLD

NOES: NONE

Mayor Pro Tem Bliss stated that the Consent Agenda was approved.

The following Consent Agenda was approved:

- **Approval of Minutes** – July 5, 2022
- **Resolution #2022-32** - A Resolution Restating and Affirming Ordinance #7669 Which Established Section 2.080 of the Code of Webster Groves, “Compliance With the State Conflict of Interest Law”
- **Resolution #2022-33** – Amending the Budget for Fiscal Year 2023

APPOINTMENTS TO BOARDS AND COMMISSIONS

- Ben Eckler was reappointed to the Parks and Recreation Commission.

Mayor Arnold thanked Mayor Pro Tem Bliss for handling tonight’s meeting.

EXECUTIVE (CLOSED) SESSION

Councilmember Hixson Shepherd made a motion, which was seconded by Councilmember Smith, to go into Executive Closed Session per Attorney-Client Privileged Communications [MO Statute 610.021(1)], Personnel [MO Statute 610.021 (3)] and Negotiated Contract [MO Statute 610.021 (12)].

Mayor Arnold called for the vote to go into Executive (Closed) Session.

MEMBERS VOTING:

AYES: FRANKLIN, SMITH, ALEXANDER, RICHARDSON, HIXSON SHEPHERD, ARNOLD, BLISS

NOES: NONE

Mayor Pro Tem Bliss stated that they would go into Executive (Closed) Session.

ADJOURNMENT

There being no further business to come before the City Council, the meeting was adjourned at 8:56 p.m. on motion of the Mayor, duly seconded.

July 19, 2022

PASSED AND APPROVED this _____ day of _____ 2022.

Mayor

City Clerk

RESOLUTION #2022-35

**AUTHORIZING THE CITY MANAGER TO PURCHASE A STREET SWEEPER
FOR THE PUBLIC WORKS DEPARTMENT**

WHEREAS, the City desires to purchase a Street Sweeper for the Public Works Department; and

WHEREAS, the Sourcewell Cooperative Purchasing Agreement bid contract with Key Equipment & Supply Company, 13507 NW Industrial Drive, Bridgeton, MO 63044, in the amount of \$174,578.70 (with all discounts and trade-ins) for a Street Sweeper, with extra brooms, was determined to be the most advantageous bid received in accordance with the specifications.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WEBSTER GROVES, that the City Manager be authorized to accept the bid, and to enter into a contract, with Key Equipment & Supply Company, for the sum hereinabove set forth, and to assure that all items constituting the bid are provided in accordance with specifications.

BE IT FURTHER RESOLVED, that funds for this purchase shall be paid from the Capital Improvement Sales Tax Fund.

ADOPTED this _____ day of _____, 2022.

MAYOR

ATTEST:

CITY CLERK

RESOLUTION 2022-36

AMENDING THE BUDGET FOR FISCAL YEAR 2023

WHEREAS, the City of Webster Groves City Council approved projects for Ivory Crockett Park, Deer Creek Park, and Blackburn Park in Resolutions 2022-25, 2022-26, and 2022-27 respectively, on June 21, 2022; and

WHEREAS, expenditure authority is required in the FY2023 budget to fund these projects originally authorized in FY2022.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Webster Groves, Missouri, that the Annual Budget for the fiscal year beginning July 1, 2022, is hereby amended to appropriate an increase in the amount of expenditures of \$510,000.00, as prepared by the City Manager and presented to the City Council on this date for Fiscal Year 2023; and

BE IT FURTHER RESOLVED, that in accordance with Section 5.14 of the City Charter, \$23,238 is appropriated as expenditures to the Park Improvement Fund for Fiscal Year 2023.

Passed and approved on this _____ day of _____, 2022.

Mayor

ATTEST:

City Clerk