

**CITY OF SUNSET HILLS  
BOARD OF ALDERMEN  
MEETING AGENDA  
JULY 11, 2023  
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**

**[https://us02web.zoom.us/j/85470412183?  
pwd=YlIZem9JeFdSK0ZPL0dQWjQ3MwVNUt09](https://us02web.zoom.us/j/85470412183?pwd=YlIZem9JeFdSK0ZPL0dQWjQ3MwVNUt09)**

**You can join the meeting via Zoom.com**

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

**Meeting ID: 854 7041 2183**

**Password: 385430**

**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](mailto:bgillett@sunset-hills.com) no later than 4 pm on Tuesday, July 11, 2023. 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 June 13, 2023 regular and closed session meetings.

Documents:

[MINUTES BOA JUNE 13 2023 DRAFT.PDF](#)

5. EMPLOYEE SERVICE AWARD

- a) Sergeant Steve Lucas- 25 years of service
- b) Gerald Brown, Director of Parks & Recreation- 20 years of service

6. JIM JESSE MAYORAL PRESENTATION

7. PRESENTATION

- a) 3600 S. Lindbergh

Documents:

[PRESENTATION 3660 S. LINDBERGH 4-STORY PDFS FOR AGENDA FOR BOA ON 7-11-23.PDF](#)  
[PRESENTATION 3660 S. LINDBERGH 5-STORY PDFS FOR AGENDA FOR BOA ON 7-11-23.PDF](#)

8. CONSENT AGENDA

- a) Bills to be approved
- b) Request by Ameriprise Financial for a client appreciation special event September 23, 2023 at 10825 Watson Road
- c) Request by Merlo Plumbing for 40<sup>th</sup> Anniversary Celebration special event July 13, 2023 at 11041 Gravois Ind. Ct.

Documents:

[CONSENT AGENDA JUN 2023 EXPENDITURES BY DEPARTMENT.PDF](#)  
[CONSENT AGENDA JUN 2023 EXPENDITURES BY TYPE.PDF](#)  
[CONSENT AGENDA JUN 2023 EXPENDITURES BY VENDOR.PDF](#)  
[CONSENT AGENDA AMERIPRISE FINANCIAL SPECIAL EVENT REQUEST.PDF](#)  
[CONSENT AGENDA AMERIPRISE FINANCIAL 10825 WATSON RD SITE MAP FOR 09 23 23 PRIVATE EVENT.PDF](#)  
[CONSENT AGENDA SPECIAL EVENT REQUEST SUNSET HILLS MERLO ANNIVERSARY PARTY.PDF](#)  
[CONSENT AGENDA MERLO PLUMBING EVENT SITE PLAN.PDF](#)

9. PUBLIC HEARINGS

The Board will consider a petition for a Text Amendment, submitted by the City of Sunset Hills, to amend Section 7.5-2(m) and Appendix A, Section A-1.5 of the Unified Development Ordinance, relating to traffic study requirements

The Board will consider a petition for a Text Amendment, submitted by the City of Sunset Hills, to amend Section 7.5-2(m) of the Unified Development Ordinance, relating to traffic study requirements

Documents:

[PUBLIC HEARINGS BILL NO 21 P-16-23 PUBLIC HEARING - COPY.PDF](#)  
[PUBLIC HEARINGS BILL NO 22 P-20-23.PDF](#)

10. PUBLIC COMMENT

## 11. OLD BUSINESS

### 11.I. BILL NO. 8 FOR RECONSIDERATION

An Ordinance granting a Conditional Use Permit to Collective Solutions, LLC for a new Wireless Telecommunications Facility at 109 Deane Court, Per application P-13-23

#### Documents:

[BILL NO 08 COLLECTIVE SOLUTIONS 1\) COVER PAGE 6.26.23.PDF](#)  
[BILL NO 08 COLLECTIVE SOLUTIONS WIRELESS FACILITY ORD 2\) P-13-23.PDF](#)  
[BILL NO 08 COLLECTIVE SOLUTIONS 2B\) RECONSIDERATION REQUEST.PDF](#)  
[BILL NO 08 COLLECTIVE SOLUTIONS 3\) P-13-23 APPLICATION.PDF](#)  
[BILL NO 08 COLLECTIVE SOLUTIONS 4\) P-13-23 UPDATED STAFF REPORT.PDF](#)  
[BILL NO 08 COLLECTIVE SOLUTIONS 5\) P-13-23 PETITIONER INFORMATION.PDF](#)  
[BILL NO 08 COLLECTIVE SOLUTIONS 6\) P-13-23 PUBLIC HEARING.PDF](#)  
[BILL NO 8 COLLECTIVE SOLUTIONS BUTCHER BRANCH - 199 FT MONOPOLE AND COMPOUND \(002\).PDF](#)  
[BILL NO 8 COLLECTIVE SOLUTIONS BUTCHER BRANCH - 199 FT MONOPOLE AND COMPOUND VIEW 2 \(002\).PDF](#)  
[BILL NO 8 COLLECTIVE SOLUTIONS BUTCHER BRANCH - ANTENNA ARRAY \(002\).PDF](#)  
[BILL NO 8 COLLECTIVE SOLUTIONS BUTCHER BRANCH - COMPOUND.PDF](#)

### 11.II. BILL NO. 13

An Ordinance approving a lot split for 9831 Sappington Road  
SECOND READING

#### Documents:

[BILL NO 13 LOT SPLIT 1\) P-17-23 COVER PAGE \(2\).PDF](#)  
[BILL NO 13 LOT SPLIT 2\) P-17-23 ORDINANCE 9831 SAPPINGTON ROAD.PDF](#)  
[BILL NO 13 LOT SPLIT 3\) P-17-23 APPLICATION.PDF](#)  
[BILL NO 13 LOT SPLIT 4\) P-17-23 UPDATED STAFF REPORT.PDF](#)  
[BILL NO 13 LOT SPLIT 5\) MARGARET ANN LOT SPLIT PLAT - PRELIM \(002\).PDF](#)  
[BILL NO 13 LOT SPLIT 5\) P-17-23 LOT SPLIT PLAT.PDF](#)  
[BILL NO 13 LOT SPLIT 6\) P-17-23 PUBLIC NOTICES.PDF](#)  
[BILL NO 13 LOT SPLIT 23012CD-SDP 1.PDF](#)

### 11.III. BILL NO. 15

An Ordinance amending the Unified Development Ordinance related to Improvement Guarantee Releases  
SECOND READING

#### Documents:

[BILL NO 15 UDO IMPROV GUARANTEE RELEASE 1\) P-21-23 COVER PAGE \(3\).PDF](#)  
[BILL NO 15 UDO IMPROV GUARANTEE RELEASES 2\) P-21-23 ORDINANCE.PDF](#)

[BILL NO 15 UDO IMPROV GUARANTEE RELEASE 3\) P-21-23 APPLICATION.PDF](#)  
[BILL NO 15 UDO IMPROV GUARANTEE RELEASE 4\) P-21-23 UPDATED STAFF REPORT2.PDF](#)  
[BILL NO 15 UDO IMPROV GUARANTEE RELEASE 5\) P-21-23 PUBLIC NOTICES.PDF](#)

11.IV. BILL NO. 16

An Ordinance rezoning 12405, 12411, & 12417 West Watson Road from R-2 Single Family Residential to PD-LC(B) Planned Development-Limited Commercial and amending the official zoning map  
SECOND READING

Documents:

[BILL NO 16 LIMITED COMMERCIAL1\) P-27-22 COVER PAGE 2.PDF](#)  
[BILL NO 16 PD LIMITED COMMERCIAL P-27-22 ORDINANCE \(3\).PDF](#)  
[BILL NO 16 LIMITED COMMERCIAL 3\) P-27-22 APPLICATION.PDF](#)  
[BILL NO 16 LIMITED COMMERCIAL 4\) P-27-22 UPDATED STAFF REPORT.PDF](#)  
[BILL NO 16 LIMITED COMMERCIAL 5\) P-27-22 PRELIMINARY DEVELOPMENT PLAN.PDF](#)  
[BILL NO 16 LIMITED COMMERCIAL 6\) P-27-22 TRAFFIC STUDY.PDF](#)  
[BILL NO 16 LIMITED COMMERCIAL 7\) P-27-22 PUBLIC NOTICES.PDF](#)  
[BILL NO 16 LIMITED COMMERCIAL 8\) P-27-22 SECOND READING REQUEST.PDF](#)

11.V. BILL NO. 17

An Ordinance granting a Conditional Use Permit to George Despotis for Construction of a bank with a drive through, per application P-28-22  
SECOND READING

Documents:

[BILL NO 17 CUP DESPOTIS 1\) P-28-22 COVER PAGE \(2\).PDF](#)  
[BILL NO 17 CUP DESPOTIS 2\) P-28-22 ORDINANCE \(2\).PDF](#)  
[BILL NO 17 CUP DESPOTIS 3\) P-28-22 APPLICATION.PDF](#)  
[BILL NO 17 CUP DESPOTIS 4\) P-28-22 UPDATED STAFF REPORT.PDF](#)  
[BILL NO 17 CUP DESPOTIS 5\) PRELIMINARY DEVELOPMENT PLAN.PDF](#)  
[BILL NO 17 CUP DESPOTIS 6\) P-28-22 TRAFFIC STUDY.PDF](#)  
[BILL NO 17 CUP DESPOTIS 7\) P-28-22 PUBLIC NOTICES.PDF](#)  
[BILL NO 17 CUP DESPOTIS 8\) P-28-22 SECOND READING REQUEST.PDF](#)

11.VI. BILL NO. 18

An Ordinance approving a Preliminary Development Plan for 12405, 12411, & 12417 West Watson Road  
SECOND READING

Documents:

[BILL NO 18 PRELIM DEV PLAN DESPOTIS 1\) P-29-2 COVER PAGE \(2\).PDF](#)  
[BILL NO 18 PRELIM DEV PLAN DESPOTIS 2\) P-29-2 ORDINANCE 3.PDF](#)  
[BILL NO 18 PRELIM DEV PLAN DESPOTIS 3\) P-29-22 APPLICATION.PDF](#)

[BILL NO 18 PRELIM DEV PLAN DESPOTIS 4\) P-29-22 UPDATED STAFF REPORT.PDF](#)  
[BILL NO 18 PRELIM DEV PLAN DESPOTIS 5\) PRELIMINARY DEVELOPMENT PLAN.PDF](#)  
[BILL NO 18 PRELIM DEV PLAN DESPOTIS 6\) P-29-22 TRAFFIC STUDY.PDF](#)  
[BILL NO 18 PRELIM DEV PLAN DESPOTIS 7\) P-29-22 PUBLIC NOTICES.PDF](#)  
[BILL NO 18 PRELIM DEV PLAN DESPOTIS 8\) P-27-22 SECOND READING REQUEST.PDF](#)

11.VII. BILL NO. 19

An Ordinance approving a Historic Route 66 neon sign at 10709 Watson Road  
SECOND READING

Documents:

[BILL NO 19 1\) ROUTE 66 SIGN COVER PAGE \(2\).PDF](#)  
[BILL NO 19 2\) HISTORIC SIGN ORDINANCE.PDF](#)  
[BILL NO 19 3\) APPLICATION.PDF](#)  
[BILL NO 19 4\) ORDINANCE 2294.PDF](#)  
[BILL NO 19 5\) SITE PLAN.PDF](#)

12. 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 EXPENDITURES BY DEPT\_JAN TO JUN 2023.PDF  
REPORTS EXPENDITURES BY TYPE\_JAN TO JUN 2023.PDF  
REPORTS EXPENDITURES BY VENDOR\_JAN TO JUN 2023.PDF  
REPORTS REVENUE\_JAN TO JUN 2023.PDF  
REPORTS STATEMENT OF REVENUE AND EXPENDITURES BY FUND\_JAN  
TO JUN 2023.PDF  
REPORTS JUNE POLICE MONTHLY STATISTICS.PDF  
REPORTS PW ENGINEER REPORT (003).PDF  
REPORTS PARKS JULY 2023.PDF  
REPORTS COURT - JUNE 2023.PDF

### 13. NEW BUSINESS

#### 13.I. BILL NO. 20

An Ordinance authorizing the City to enter into "SunCrest Fest" Carnival Special Event agreement and granting further authority

FIRST READING

Documents:

[BILL NO 20 COVER PAGE - SUNCREST FEST.PDF](#)  
[BILL NO 20 SUNCREST FEST AUTHORIZING ORDINANCE.PDF](#)  
[BILL NO 20 SUNCREST FEST AGREEMENT.PDF](#)

#### 13.II. BILL NO. 21

An Ordinance amending Section 7.5-Application Requirements of Section 7-  
Commercial, Office, and/or Industrial Planned Development Section 1.5 of Appendix A  
of the Unified Development Ordinance related to Traffic Study Requirements and Level  
"D" Service

FIRST READING

Documents:

[BILL NO 21 UDO TRAFFIC STUDY AND LOS 1\) P-16-23 COVER PAGE.PDF](#)  
[BILL NO 21 P-16-23 PUBLIC HEARING.PDF](#)  
[BILL NO 21 UDO TRAFFIC STUDY AND LOS 2\) P-16-23 ORDINANCE.PDF](#)  
[BILL NO 21 UDO TRAFFIC STUDY AND LOS 3\) P-16-23 APPLICATION.PDF](#)  
[BILL NO 21 UDO TRAFFIC STUDY AND LOS 4\) P-16-23 STAFF REPORT  
\(002\).PDF](#)  
[BILL NO 21 UDO TRAFFIC STUDY AND LOS 5\) P-16-23 PUBLIC  
NOTICE.PDF](#)

#### 13.III. BILL NO. 22

An Ordinance amending Section 7.5- Application Requirements of Section 7-  
Commercial, Office, and/or Industrial Planned Development of the Unified Development  
Ordinance related to Traffic Study Requirements

FIRST READING

Documents:

[BILL NO 22 UDO TRAFFIC STUDY 1\) P-20-23 COVER PAGE \(002\).PDF](#)  
[BILL NO 22 UDO TRAFFIC STUDY 2\) P-20-23 ORDINANCE.PDF](#)

BILL NO 22 UDO TRAFFIC STUDY 3) P-20-23 STAFF REPORT (002).PDF  
BILL NO 22 UDO TRAFFIC STUDY 4) P-20-23 PUBLIC NOTICE.PDF  
BILL NO 22 P-20-23 PUBLIC HEARING.PDF

13.IV. BILL NO. 23

An Ordinance amending Chapter 2, Article IX of the Code of Ordinances to add an additional duty for the City's Finance Committee  
FIRST READING

Documents:

BILL NO 23 COVER PAGE - FINANCE COMMITTEE CONTRACT  
REVIEW.PDF  
BILL NO 23 FINANCE COMMITTEE - REAL ESTATE CONTRACT REVIEW  
ORD.PDF

13.V. BILL NO. 24

An Ordinance approving an easement agreement between the City of Sunset Hills and DIF Sunset Place LLC for the Eddie & Park Road sidewalk project  
FIRST READING

Documents:

BILL NO 24 COVER PAGE - DIF - EDDIE PARK SIDEWALK -  
EASEMENT.PDF  
BILL NO 24 ORDINANCE APPROVING EASEMENT AGMT WITH DIF  
SUNSET PLACE LLC V.2.PDF  
BILL NO 24 EXHIBIT 1 TO ORDINANCE APPROVING EASEMENT  
AGMT.PDF

13.VI. RESOLUTION NO. 683

A Resolution approving an agreement for Custom Property Solutions, LLC and authorizing the Mayor and City Administrator to execute the same on behalf of the City of Sunset Hills

Documents:

RESOLUTION NO 683 COVER PAGE -CUSTOM SHADE CANOPIES.PDF  
RESOLUTION NO 683 CUSTOM SHADE CANOPIES AT ATHLETIC  
COMPLEX.PDF  
RESOLUTION NO 683 2023 QUOTE SUNSET HILLS REPLACEMENT  
SHADES.PDF

13.VII. RESOLUTION NO. 684

A Resolution approving a contract renewal for the postage meter rental and maintenance agreement and authorizing the Mayor and City Administrator to execute the same on behalf of the City of Sunset Hills

Documents:

RESOLUTION NO 684 MARXAM COVER PAGE.PDF  
RESOLUTION NO 684 MARXAM 2.PDF

RESOLUTION NO 684 MARXAM AGREEMENT.PDF  
RESOLUTION NO 684 MARXAM MAIL.PDF

13.VIII. RESOLUTION NO. 685

A Resolution declaring surplus property and authorizing the sale of such property

Documents:

RESOLUTION NO 685 SURPLUS PROPERTY 2009 INTERNATIONAL NO. 2  
(003).PDF  
RESOLUTION NO 685 SURPLUS PROPERTY COPIERS.PDF  
RESOLUTION NO 685 SURPLUS PROPERTY POWER WASHER HEATER  
TAR.PDF  
RESOLUTION NO 685 SURPLUS PROPERTY - PW.PDF

13.IX. RESOLUTION NO. 686

A Resolution approving a maintenance agreement with Metropolitan St. Louis Sewer  
District (MSD) and authorizing the Mayor and City Administrator to execute the same  
on behalf of the City of Sunset Hills

Documents:

RESOLUTION NO 686 COVER PAGE - MAINT AGREEMENT MSD FOR  
LYNSTONE PARK.PDF  
RESOLUTION NO 686 MSD AGREEMENT LYNSTONE PARK.PDF  
RESOLUTION NO 686 MSD MAINT AGREEMENT .PDF  
RESOLUTION NO 686 LYNSTONE PARK OM - SUBMITTAL\_06-29-2023.PDF

14. APPOINTMENTS

15. GENERAL DISCUSSION

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

Documents:

CLOSED AGENDA MEETING JULY 11, 2023 (2).PDF

17. ADJOURNMENT