

THE CITY OF CLAYTON

Board of Aldermen  
In-Person and Virtual Meeting  
September 10, 2024  
7:11 p.m.

MINUTES

Mayor Harris called the meeting to order and requested a roll call. The following individuals were in attendance:

In-person: Bridget McAndrew, Susan Buse, Becky Patel, Rick Hummell, Jeff Yorg, and Mayor Michelle Harris.

Staff: City Manager Gipson, City Attorney O’Keefe, City Clerk Frazier, Assistant City Manager Muskopf

Absent: Gary Feder

PUBLIC REQUESTS AND PETITIONS

None

AN ORDINANCE AMENDING SECTION 215.765 TO MODIFY THE ALLOWABLE HOURS OF USAGE FOR MOTOR-DRIVEN OUTDOOR MAINTENANCE EQUIPMENT

City Manager Gipson reported that the Board of Aldermen discussed leaf blowers and gas-powered lawn equipment on April 19, 2024, and July 19, 2024. The Board of Aldermen expressed a desire to further restrict the permitted hours for contracted lawn maintenance using gas-powered equipment. The attached ordinance would reduce the permitted hours for the operation of motor-driven outdoor equipment on weekdays for contractors from 7:00 AM to 8:00 PM as currently allowed, to 7:00 AM to 6:00 PM.

**Motion made by Alderman McAndrew to amend Bill No. 7038 by the new text of Bill No. 7038.1 as provided in the Board packet. Alderman Buse seconded.**

**The motion passed unanimously by a voice vote.**

**Alderman McAndrew introduced Bill No. 7038.1, approving an amendment to Section 215.765 to modify the allowable hours of usage for motor-driven outdoor maintenance equipment to be read for the second time by title only. Alderman Buse seconded.**

**City Attorney O’Keefe reads Bill No. 7038.1, second reading, an Ordinance Amending Section 215.765 to Modify the Allowable Hours of Usage for Motor-Driven Outdoor Maintenance Equipment by title only.**

**The motion passed on a roll call vote: Alderman McAndrew – Aye; Alderman Buse – Aye; Alderman Patel – Aye; Alderman Hummell – Aye; Alderman Yorg – Aye; and Mayor Harris – Aye. The bill, having received majority approval, was adopted, and became Ordinance No. 6899 of the City of Clayton.**

## A RESOLUTION ESTABLISHING A TENANT BILL OF RIGHTS

City Manager Gipson reported that the Board of Aldermen has discussed the establishment of a Tenant Bill of Rights multiple times. The proposed resolution contains all changes and revisions requested by the Board of Aldermen during those discussions.

The proposed tenant Bill of Rights will not create any new regulations but is rather a compilation of existing provisions related to fair housing and housing standards contained within Federal, State and Local laws.

**Motion made by Alderman McAndrew to approve Resolution No. 2024-13, Establishing a Tenant Bill of Rights. Alderman Buse seconded.**

**The motion passed unanimously on a voice vote.**

## A PUBLIC HEARING AND AN ORDINANCE SETTING THE TAX YEAR 2024 PROPERTY TAX LEVIES FOR FISCAL YEAR 2025 BUDGET – 1<sup>ST</sup> READING

**Mayor Harris opened the public hearing and requested proof of publication.**

City Manager Gipson reported that as part of the property tax levy process, the Board will hold a public hearing to seek public input on the proposed tax rates. Included in the Board's packet is the proposed calendar year 2024 property tax levy recommendations for Budget Year 2025.

**Mayor Harris closed the public hearing.**

**Alderman McAndrew introduced Bill No. 7040, approving an Ordinance Setting the Tax Year 2024 Property Tax Levies for the FY2025 Budget to be read for the first time by title only. Alderman Buse seconded.**

**City Attorney O'Keefe reads Bill No. 7040, first reading, an Ordinance Levying and Establishing the Rate of Annual Taxes for General Municipal Purposes; Police Building Debt Service; General Obligation Debt Service; And Special Business District Purposes to Be Collected by the City of Clayton, Missouri, for the Year 2024 by title only.**

**The motion passed unanimously on a voice vote.**

## A PUBLIC HEARING AND AN ORDINANCE FOR THE FISCAL YEAR 2025 OPERATING AND CAPITAL IMPROVEMENTS BUDGET—1<sup>ST</sup> READING

**Mayor Harris opened the public hearing and requested proof of publication.**

City Manager Gipson reported that in August, the Board of Aldermen received the City Manager's proposed Fiscal Year 2025 Operating and Capital Improvements Budgets. As part of the budget process, the Board is required to hold a public hearing to seek public input prior to formal budget adoption.

**Mayor Harris closed the public hearing.**

**Alderman McAndrew introduced Bill No. 7041, an Ordinance Approving the FY2025 Operating & Capital Improvement Budget to be read for the first time by**

**title only. Alderman Buse seconded.**

**City Attorney O’Keefe reads Bill No. 7041, first reading, An Ordinance Adopting an Annual Budget for Fiscal Year 2025 Commencing on October 1, 2024 and Appropriating Funds Pursuant Thereto by title only.**

**The motion passed unanimously on a voice vote.**

**CONSENT AGENDA**

1. Minutes – August 27, 2024
2. A contract for Professional Design Services for the Fire Training Center.

**Motion made by Alderman McAndrew to approve the Consent Agenda. Alderman Buse seconded.**

**The motion passed on a roll call vote: Alderman McAndrew – Aye; Alderman Buse – Aye; Alderman Patel – Aye; Alderman Hummell – Aye; Alderman Yorg – Aye; and Mayor Harris – Aye.**

**FY2024 3RD QUARTER FINANCIAL REPORT**

Karen Dilber, Director of Finance presented to the Board on the FY2024 3rd Quarter Financial report as provided in the Board packet.

**AN ORDINANCE FOR THE 3RD QUARTER AMENDMENT TO THE FISCAL YEAR 2024 BUDGET**

Karen Dilber, Director of Finance reported to the Board summarizing the proposed amendments to the FY2024 3<sup>rd</sup> Quarter Budget.

**Alderman McAndrew introduced Bill No. 7042, approving the FY2024 3<sup>rd</sup> Quarter Budget Amendment to be read for the first time by title only. Alderman Buse seconded.**

**City Attorney O’Keefe reads Bill No. 7042, first reading, an Ordinance Amending the Fiscal Year 2024 Budget and Appropriating Funds Pursuant Thereto by title only.**

**The motion passed unanimously on a voice vote.**

**Alderman McAndrew moves that the Board give unanimous consent to consideration for adoption of Bill No. 7042 on the day of its introduction. Alderman Buse seconded.**

**The motion passed unanimously on a voice vote.**

**Alderman McAndrew introduces Bill No. 7042, approving the FY2024 3<sup>rd</sup> Quarter Budget Amendment to be read for the second time by title only. Alderman Buse seconded.**

**City Attorney O’Keefe reads Bill No. 7042, first reading, an Ordinance Amending the Fiscal Year 2024 Budget and Appropriating Funds Pursuant Thereto by title only.**

**The motion passed on a roll call vote: Alderman McAndrew – Aye; Alderman Buse – Aye; Alderman Patel – Aye; Alderman Hummell – Aye; Alderman Yorg – Aye; and Mayor Harris**

**– Aye. The bill, having received majority approval, was adopted, and became Ordinance No. 6900 of the City of Clayton.**

**AN ORDINANCE ESTABLISHING SECTION 225.095 TO REQUIRE NOTICE OF THE TENANT BILL OF RIGHTS**

City Manager Gipson reported that the Board of Aldermen has established a Tenant Bill of Rights (Resolution 2024-13). Section IV of the Tenant Bill of Rights requires the following access to information:

1. The Tenant Bill of Rights or notice thereof must be posted on the premises of each rental property containing three (3) or more units in the City of Clayton.
2. Property owners or their designated property managers must provide a copy of the Tenant Bill of Rights to each leaseholder.

The proposed ordinance will make the notification requirement enforceable.

City Manager Gipson noted that the City will notify property owners of the November 1, 2024, effective date.

**Alderman McAndrew introduces Bill No. 7043, an ordinance establishing Section 225.095 to Require Notice of the Tenant Bill of Rights to be read for the first time by title only. Alderman Buse seconded.**

**City Attorney O’Keefe reads Bill No. 7043, first reading, an Ordinance Establishing Section 225.095 Notice of Tenant Bill of Rights by title only.**

**The motion passed unanimously on a voice vote.**

**Alderman McAndrew moves that the Board give unanimous consent to consideration for adoption of Bill No. 7043 on the day of its introduction. Alderman Buse seconded.**

**The motion passed unanimously on a voice vote.**

**Alderman McAndrew introduced Bill No. 7043, an ordinance establishing Section 225.095 to Require Notice of the Tenant Bill of Rights to be read for the second time by title only. Alderman Buse seconded.**

**City Attorney O’Keefe reads Bill No. 7043, second reading, an Ordinance Establishing Section 225.095 Notice of Tenant Bill of Rights by title only.**

**The motion passed on a roll call vote: Alderman McAndrew – Aye; Alderman Buse – Aye; Alderman Patel – Aye; Alderman Hummell – Aye; Alderman Yorg – Aye; and Mayor Harris – Aye. The bill, having received majority approval, was adopted, and became Ordinance No. 6901 of the City of Clayton.**

**RESOLUTION FOR THE FY2025 CLAYTON RECREATION, SPORTS AND WELLNESS COMMISSION (CRSWC) BUDGET FOR THE CENTER OF CLAYTON**

City Manager Gipson reported that the proposed FY2025 CRSWC Budget for the Center of Clayton includes revenues and expenses for the period October 1, 2024, through September

30, 2025 for the three CRSWC Funds --- Operating, Equipment Replacement and Capital. The CRSWC considered this budget on August 16, 2024, and approved it as proposed. On September 4, 2024, the budget was presented at the Joint Meeting of the Board of Aldermen and the Board of Education.

Toni Siering, Director of Parks & Recreation, was present to answer questions.

**Motion made by Alderman McAndrew to approve Resolution No. 2024-15, the CRSWC FY2025 Budget. Alderman Buse seconded.**

**The motion passed unanimously on a voice vote.**

**Motion made by Alderman McAndrew to adjourn the meeting. Alderman Buse seconded.**

**The motion was approved unanimously on a voice vote.**

There being no further discussion the Board adjourned at 7:51 p.m.

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Mayor

ATTEST:

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City Clerk