



**BOARD OF ALDERMEN**  
**Regular Meeting**  
**March 2, 2026 @ 6:00 PM**

Notice is hereby given that the **Board of Aldermen** of the City of Brentwood, Missouri, will hold an **Open Meeting** with a vote to go into Closed Session in the Council Chambers at City Hall located at 2348 S. Brentwood Blvd., Brentwood, MO 63144. Virtual Access is also available via Zoom

**Instructions to Participate Virtually**

**Zoom Webinar:** <https://us02web.zoom.us/j/86547857328>

**Dial:** 301-715-8592 /// Webinar ID: 865 4785 7328

**YouTube Channel:** [Brentwoodmo Govtv](#) - Watch a live video broadcast

**Instructions for Public Comments**

You may email comments no later than 24 hours before the start of the meeting. Submit public comments to [CityClerkOffice@brentwoodmo.org](mailto:CityClerkOffice@brentwoodmo.org). Public comments, provided they comply with the City's guidelines, will be read during the meeting, made a part of the official record of the meeting, and made accessible to the public online following the meeting.

**The City of Brentwood will provide reasonable accommodations for people with disabilities to enable their attendance at city meetings. Please contact the city administrator's office at 314-962-4800 extension 8608, use relay Missouri 1-800-735-2966 TDD or contact us by email at [CityClerkOffice@brentwoodmo.org](mailto:CityClerkOffice@brentwoodmo.org) at least 48 hours prior to the meeting to make your accommodation request.**

Posted this 26th day of February, 2026 at 2:00 PM

By: Octavia Pittman, City Clerk

- 1. CALL TO ORDER & PLEDGE OF ALLEGIANCE**
  - A. Call to Order and Pledge of Allegiance
- 2. ROLL CALL**
  - A. ROLL CALL
- 3. AGENDA APPROVAL**
  - A. Approval or Amendment of Agenda

**4. ANNOUNCEMENTS, APPOINTMENTS, PROCLAMATIONS, AND RECOGNITIONS**

**5. PUBLIC HEARING**

- A. Public Hearing on Ordinance approving the Site Development Plan and Authorizing the Issuance of a New Conditional Use Permit for Honey Coffee to operate a Restaurant With Carry-Out at 13 Brentwood Promenade Court within the Brentwood Promenade Shopping Center in the PD-Planned Development Overlay District

**SYNOPSIS:**

Public Hearing on Ordinance approving the Site Development Plan and Authorizing the Issuance of a New Conditional Use Permit for Honey Coffee to operate a Restaurant With Carry-Out at 13 Brentwood Promenade Court within the Brentwood Promenade Shopping Center in the PD-Planned Development Overlay District

**INITIATING DEPARTMENT:**

Planning and Development

**SUBJECT:**

Bill NO. 6593: Conditional Use Permit for Honey Coffee at 13 Brentwood Promenade Court within the Brentwood Promenade Shopping Center.

**PRESENTER:**

Whitney Kelly, AICP, Planning and Development Director

**BACKGROUND:**

The property is zoned PD-Planned Development Overlay District, where Section 400.1380(C)(5) Restaurants are listed as a conditional use that requires review at the Planning and Zoning Commission and approval at the Board of Aldermen. There are no changes to the exterior of the building or site proposed with this application. The Planning and Zoning Commission recommended approval at the February 11th meeting by a unanimous approval. Applicant is requesting a first and second reading on the March 2nd meeting.

**FINANCE/OPERATIONS:**

Not Applicable

**RECOMMENDATION:**

Discussion and first reading.

**LIST OF SUPPORTING DOCUMENTS ATTACHED:**

[PZ #26-003.Honey Coffee. 13 Brentwood Promenade.Public Hearing Notice.pdf](#)



**6. CITIZEN COMMENTS**

## 7. MAYOR AND ALDERMEN REPORTS

- A. Mayor, David Dimmitt
- B. Alderman David Plufka - Ward 1
- C. Alderwoman Nancy Parker Tice - Ward 1
- D. Alderwoman Michele Goad - Ward 2
- E. Alderwoman Sunny Sims - Ward 2
- F. Alderman Steve Lochmoeller - Ward 3
- G. Alderman Jeff Gould - Ward 3
- H. Alderwoman Sharon Harter - Ward 4
- I. Alderman Sullivan Erger - Ward 4

## 8. CITY ADMINISTRATOR REPORT

- A. Presentation of Annual Actuarial Valuation Report

### **SYNOPSIS:**

Presentation of the Actuarial Report - Valuation is based on employee data and financial data as of January 1, 2026

### **INITIATING DEPARTMENT:**

Ekon Benefits

### **PRESENTER:**

Aaron J. Stoll, Chief Actuary, Ekon Benefits

### **BACKGROUND:**

Actuarial Valuation report of the City of Brentwood Police and Firemen's Pension Plan (the Plan) as of January 1, 2026 is presented for review and discussion. At the request of the Plan Trustees Ekon Benefits have completed this Actuarial Valuation as required by state and federal law. This report is intended solely for the Trustees, Plan Administrator and, if applicable, the Independent Accountant. It may only be provided to other parties in its entirety and with our prior approval, and we are not responsible for any unauthorized use. We do not maintain any relationship or have any conflict of interest that would impact the results presented within this report.

### **FINANCIAL/OPERATIONS:**

Please reference the attached document.

### **RECOMMENDATION:**

This is for information only.

### **LIST OF SUPPORTING DOCUMENTS ATTACHED:**

- [Actuarial Report January 1, 2026](#) 

## 9. CONSENT AGENDA

A. Standing Committees Reports

B. Warrant Lists:

[Operating Funds](#) 

[Expenditures from the 2019 Certificates of Participation Proceeds](#)  (COP)

The Warrant List is presented for review and approval.

### **2026 Budget**

**2026 Operating Budget Expenditures** \$145,933.25

**Brentwood Bound:** \$ 837.50

**Revised 2019 Series Certificates of Participation**

**OVERALL TOTAL** \$146,770.75

**Brentwood Municipal Code - Chapter 135: City of Brentwood, MO Code Chapter 135: Purchasing Code <https://ecode360.com/29379408> (Ordinance No. 5021 approved June 21, 2022 has not yet been updated by E-Code)**

Per the City of Brentwood Financial Policies and Procedures Manual:

For expenditures of \$2,500 or more, (with the exception of some routine bills, such as utility bills and insurance), the Finance Director prepares a warrant list for review by the City Administrator and Chairman of the Ways and Means Committee. The final version of the warrant list is placed on the agenda for formal approval at the next Board of Aldermen meeting (identified control procedure). These purchases generally consist of equipment and professional services, including legal services. In most cases, the Warrant List is approved prior to checks being mailed; however, invoices due prior to the Board Meeting are mailed when due.

C. Approval of Meeting Minutes - [February 17, 2026](#) 

Motion to approve Consent Agenda

## **10. OLD BUSINESS**

A. **Bill No. 6590 - An Ordinance Amending Sections 400.450, 400.920, 400.930 in Division 4 and Division 8 of Chapter 400 Relating To Building Permits For Residential Building and Construction Projects And Declaring When Approval of The Architectural Review Board is Required - 2nd Reading**

### **SYNOPSIS:**

The Planning and Zoning Commission adopted the Residential Design Guidelines

on August 13, 2025. In the effort to allow for quicker review of minor projects and to reduce the review at the Architectural Review Board, Staff is seeking a Text Amendment to allow for staff approval of projects that are not visible from the public right-of-way and is consistent with the Design Guidelines. Larger projects, such as room additions, and any projects that are visible from the public right-of-way, or if the Building Official has a concern, then the project will be forwarded to the Architectural Review Board for review and approval.

**INITIATING DEPARTMENT:**

Planning and Development

**SUBJECT:**

An Ordinance Amending Sections 400.450, 400.920, 400.930 in Divisions 4 And Division 8 Of Chapter 400 Relating to Building Permits for Residential Building and Construction Projects and Declaring When Approval of the Architectural Review Board is Required

**PRESENTER:**

Whitney Kelly, AICP, Director of Planning and Development

**BACKGROUND:**

The Planning and Zoning Commission adopted the Residential Design Guidelines on August 13, 2025. The Architectural Review Board has asked for the text amendment, and the Planning and Zoning Commission recommended approval of the text amendment at its meeting on January 14th by unanimous approval.

**FINANCE/OPERATIONS:**

Not Applicable

**RECOMMENDATION:**

Discussion and First Reading. Second Reading scheduled for March 2, 2026

**LIST OF SUPPORTING DOCUMENTS:**

- [Draft Ordinance Staff Approval - Projects Consistent with Design Guidelines.docx](#) 
- [#26-05.Text Amend-ARB.Staff Report.01-14-2026.pdf](#) 
- [Bill No 6590 - text amendment division 4 and 8 .pdf](#) 

Motion to perfect Bill No 6590 into Ordinance Form. (5215)

**B. Bill No. 6591 - Ordinance Amending Sections 400.2900, 400.2910, And 400.3020 of Division 8 of Chapter 400 of Title 4 of the Code Of Ordinances of the City of Brentwood Regulating Flood Hazard Controls - 2nd Reading**

**SYNOPSIS:**

FEMA/SEMA has recommended that for buildings, and all related utility and structures, within a floodplain should be built at two feet above the base floodplain elevation in order to ensure that buildings located in flood plains and floodways are constructed or renovated in a manner that protects the safety of the occupants and the contents of such buildings. In addition, the regulations provide that any renovation exceeding 50% of the current value of the structure should be on a cumulative, rather than a case-by-case basis, is to be floodproofed. The cumulative period would be for 10 years.

**INITIATING DEPARTMENT:**

Planning and Development Department

**PRESENTER:**

Whitney Kelly, AICP, Director of Planning and Development

John Benisch, Chief Building Official

**SUBJECT:**

Ordinance Amending Sections 400.2900, 400.2910, And 400.3020 of Division 8 of Chapter 400 of Title 4 of the Code Of Ordinances of the City of Brentwood Regulating Flood Hazard Controls

**BACKGROUND:**

Division 8: Flood Hazard Control of the City's Zoning Regulations provides specific standards for all properties within the Floodplain areas. The Planning and Zoning Commission recommended approval at the January 14th meeting by a unanimous approval.

**FINANCE/OPERATIONS:**

Not Applicable

**RECOMMENDATION:**

Discussion and First Reading. Second Reading scheduled for March 2 Board of

Aldermen Meeting.

**LIST OF SUPPORTING DOCUMENTS ATTACHED:**

- [Draft Ordinance amending Chapter 400 Re Flood Management .docx](#) 
- [#26-04. Floodplain Regulations Staff Report.01-14-2026.pdf](#) 
- [Bill No 6591 - text amendment flood hazard controls.pdf](#) 

Motion to perfect Bill No 6591 into Ordinance Form (5216)

- C. **Bill No. 6592 - An Ordinance Amending Sections 375.010 Through 375.150 Of Chapter 375 Of Title 3, Repealing Sections 340.100 And 340.107 Of Chapter 340 Of The Code Of Ordinances Of The City Of Brentwood Regulating The Use Of Alternative Vehicles In The City of Brentwood, Missouri, And Amending Section 225.040 Of Chapter 225 Of The Code Of Ordinances Regarding Park Rules - 2nd Reading**

**SYNOPSIS**

The City of Brentwood began receiving a number of safety complaints regarding the use of mini-motor bikes powered by electric motors being operated in an unsafe manner by juvenile drivers.

**INITIATING DEPARTMENT**

Police

**SUBJECT**

Alternative Vehicles

**PRESENTER**

Major Joe Sullivan

**BACKGROUND/MEETING HISTORY**

After receiving complaints regarding the reckless nature of alternative vehicles being operated on city streets, the Police Department reviewed our current ordinance addressing motorized bicycles. In its current form, municipal code does not define or regulate many of the latest versions of mini bikes being manufactured and sold to consumers.

**FINANCE/OPERATIONS**

N/A

## RECOMMENDATION

The Police Department recommends an updated ordinance to address and enforce the reported safety issues regarding the use of alternative vehicles on city streets.

## LIST OF SUPPORTING DOCUMENTS ATTACHED

- [Bill No 6592 Ordinance amending Chapters 375 and 340 Regarding Alternative Vehicles and Sec. 225\(3592057.1\).pdf](#) 
- [E-Bike Use Chart.pdf](#) 
- [Memo to Board of Aldermen re Regulation of Alternative Vehicles \(02-10-2026\)\(3602508.1\).pdf](#) 
- [Memo to Board of Aldermen re Regulation of Alternative Vehicles \(01-30-2026\)\(3592073.1\).docx](#) 
- [Communications Roll Out E-Bikes.pdf](#) 

Motion to perfect Bill No 6592 into Ordinance Form (5217)

## 11. NEW BUSINESS

- A. **Bill No. 6593 - An Ordinance Approving the Site Development Plan and Authorizing the Issuance of a New Conditional Use Permit for Honey Coffee to Operate a Restaurant with Carry-Out At 13 Brentwood Promenade Court Within the Brentwood Promenade Shopping Center in the PD-Planned Development Overlay District - First Reading**

### SYNOPSIS:

Hai Tang, of Honey Coffee, is seeking approval to locate a coffee shop within the former tenant space for Great Clips Hair Cutting at 13 Brentwood Promenade Court, located within the north-east corner of the property. The space is 1,090 square feet and the proposed floor plan shows a total of 16 seats, with 3 employees at the busiest shift. Hours of operation are Monday-Sunday, 7AM to 10PM. There will be no patio or outside waiting area and no changes to the exterior of the building or the site.

### INITIATING DEPARTMENT:

Planning and Development

### SUBJECT:

Honey Coffee Conditional Use Permit within the tenant space at 13 Promenade Court within the Brentwood Promenade Shopping Center

### PRESENTER:

Hai Tang, Applicant

Whitney Kelly, Director of Planning and Development,

**BACKGROUND:**

On February 3, 1997, the Board of Aldermen adopted Ordinance No. 3528 approving an amendment to the site development plan depicting the Brentwood Promenade as previously approved by Ordinance No. 3497 which approved the rezoning of the property to “PD” Planned Development Overlay District. The subject property fronts Eager Road and is located just south of Interstate 64. In 2012, the Board authorized the removal of a 10,222 sq. ft. retail end cap, replaced with a 20,000 sq. ft. new retail space for up to 3 tenants that include the current tenants of Lane Bryant, Carter’s and the former Great Clips (which was created in 2013) and the reduction in the parking by 16 spaces. The entire development is 25.6 acres in area. The property is zoned PD-Planned Development Overlay District, where Section 400.1380(C)(5) Restaurants are listed as a conditional use that requires review at the Planning and Zoning Commission and approval at the Board of Aldermen. The Planning and Zoning Commission recommended approval at the February 11th meeting by a unanimous approval. Applicant is requesting a first and second reading on the March 2nd meeting.

**FINANCE/OPERATIONS:**

Not Applicable

**RECOMMENDATION:**

Discussion and First Reading. Second Reading scheduled for March 16th Board of Aldermen Meeting.

**LIST OF SUPPORTING DOCUMENTS:**

- [Draft Ordinance](#) 
- Applicant’s Materials: [Floor Plan, electrical plan.pdf](#)  [Site Plan.pdf](#) 
- [Staff Report for the February 11, 2026, Planning and Zoning Commission Meeting](#) 
- [Parking Study from 2012](#) 

**B. Bill No. 6594 - An Ordinance Granting Site Development Plan Approval For Chiller Equipment Sound Enclosure At 2555 Hermelin Drive - First Reading**

**SYNOPSIS:**

Davis Boeglin, CRB Engineering, Inc., on behalf of Kindeva, submitted an application for site plan approval for the sound abatement for the Chillers that have been out of compliance with the City’s Noise Ordinance.

**INITIATING DEPARTMENT:**

Planning and Development Department

**SUBJECT:**

Site Development Plan for Kindeva Drug Delivery, Chiller Equipment Sound Enclosure at 2555 Hermelin Drive

**PRESENTERS:**

- Whitney Kelly, Director of Planning and Development
- Dennis Johnson with Kindeva, and Davis Boeglin, CRB Engineering Inc.

**BACKGROUND:**

The subject property is in the Hanley Industrial Court in the LI-Light Industrial District, and within the Floodplain Overlay District. The property is classified as Floodway and located in the AE Zone by FEMA. The Floodway is the channel of a streamway, plus the adjacent floodplain area, that must be kept from encroachment to that the 1% annual chance flood can be carried without substantial increases in flood height. The area is also within the Stream Buffer Protection area, where under Section 400.3060 that for streams depicted as a solid blue line on the U.S.G.S. map, an undisturbed natural vegetative buffer shall be maintained for 50 feet, measured horizontally, on both banks (as applicable) of the stream as measured from the top of the stream bank. For all other streams subject to this Division, an undisturbed natural vegetative buffer shall be maintained for 25 feet, measured horizontally, on both banks (as applicable) of the stream as measured from the top of the stream bank. According to St. Louis County records, the building at 2555 Hermelin was constructed in 1973. The stream buffer standards were codified in 2008. The Planning and Zoning Commission recommended approval at its meeting on February 11, 2026.

**FINANCE/OPERATIONS:**

Not Applicable

**RECOMMENDATION:**

Discussion and First Reading. Second Reading scheduled for March 16th Board of Aldermen Meeting.

**LIST OF SUPPORTING DOCUMENTS:**

- [Draft Ordinance](#) 
- [Chiller Platform Plan 80398-R1\\_ceb.pdf](#) 
- [2026.01.09 Kindeva Brentwood - Sound Wall Site Plan Exhibit.pdf](#) 
- [KDD Brentwood Sound Wall Render.pdf](#) 
- [KDD BRENTWOOD civil plan from MMT CPA2 Permit 101018 sealed.pdf](#) 
- [IAC Slimline Sell Sheet.pdf](#) 
- [Example exterior sound curtains.pdf](#) 
- [Staff Report for the February 11, 2026 Planning and Zoning Commission](#) 
- [Burns McDonnell Noise Study. 10.1.2025.pdf](#) 

**12. CITIZEN COMMENTS**

**13. CLOSED MEETING**

**14. ADJOURNMENT**

Regular meetings are livestreamed on YouTube and recorded. The recording will be made available on the City's YouTube channel. Please be aware that your presence may be recorded.