

**CITY OF HAZELWOOD
REGULAR COUNCIL MEETING
NOVEMBER 19, 2025**

CALL TO ORDER

A regular meeting of the Hazelwood City Council was called to order by Mayor Matthew G. Robinson at 6:31 p.m. on Wednesday, November 19, 2025, in the Council Chambers of Hazelwood City Hall, 415 Elm Grove Lane.

Mayor Robinson asked those present to join in a moment of silent meditation followed by the Pledge of Allegiance.

On roll call the following members of the Council were present:

Jen Hatton
William C. Hoops, Jr.
Robert M. Aubuchon
Lesli M. Henderson
Kelly Wadlow
Matthew G. Robinson
Lisa M. Matlock
Warren H. Taylor
Robert C. Smith

City Clerk Julie Lowery declared a quorum was present. Also present were City Manager David Leezer and City Attorney Kevin O'Keefe.

AGENDA

There being no amendments proposed, Mr. Taylor moved, seconded by Ms. Matlock, the adoption of the agenda as printed. The motion passed unanimously.

CONSENT AGENDA

Mr. Taylor moved, seconded by Mrs. Henderson, the adoption of the consent agenda as printed. The following vote was recorded on the motion:

AYE - 9

NAY - 0

Ms. Hatton
Mr. Hoops
Mr. Aubuchon
Mrs. Henderson
Ms. Wadlow
Mayor Robinson
Ms. Matlock
Mr. Taylor
Mr. Smith

The motion passed unanimously and the consent agenda was adopted.

**APPROVAL OF
MINUTES**

Mr. Taylor moved, seconded by Mrs. Henderson, to approve the minutes of the October 30 Council work session and the November 5 regular and closed Council meetings as submitted. The motion passed unanimously.

SPECIAL ORDER OF BUSINESS

**EMPLOYEE
INTRODUCTION**

Parks and Recreation Superintendent Doug Littlefield introduced newly hired Aquatics Recreation Supervisor Carolyn Fuchs.

**COMMUNITY HERO
AWARD RECOGNITION**

Bob Ulrich was recognized as the 2025 Community Hero Award recipient for his dedicated military and continued commitment to keeping his neighborhood safe and connected.

**PRESENTATION
PATRIOT AWARD**

A presentation was made to recognize Police Chief James Hudanick as the recipient of the Service Member Patriot Award from the Employer Support of the Guard and Reserve (ESGR).

The Patriot Award honors supervisors who demonstrate exceptional support for employees serving in the National Guard or Reserve. The award is especially meaningful because recipients are nominated by the service members they supervise.

Chief Hudanick was nominated by Police Officer Tess Kliethermes, who also serves as a Captain in the United States Army. Colonel Gruetzemacher, U.S. Army (Retired), representing the Employer Support of the Guard and Reserve (ESGR), assisted in presenting the award.

PROCLAMATIONS AND RESOLUTIONS - None

CITIZENS HEARINGS AND PRESENTATION OF PETITIONS

Mayor Robinson explained the procedures to be followed during a hearing. He invited anyone desiring to make a comment to come forward at this time.

**BILL 5192
COMP STUDY
OPPOSITION**

Don Davidson of 4921 Rose Blossom Lane expressed opposition to Bill 5192 which authorizes an agreement for a authorize an agreement for a classification, compensation, and benefit study.

Mr. Davidson stated he believes the study should be completed by staff.

Mr. Davidson also stated he was displeased with the lack of code enforcement being done in the Cedarbrook subdivision.

**CITY MANAGER'S
STATUS REPORT**

Mr. Leezer gave the Council updates on past and upcoming events.

Mr. Leezer stated that the new City newsletter is now available and expressed his appreciation to Susan Funderburg and Pam Reynolds for their work in preparing it.

He stated leaf collection is underway and will continue through the week of December 15. The schedule is available on the City's website.

The Hazelwood Firefighters will host their annual Breakfast with Santa on Saturday, December 6, from 8 a.m. to 10:30 a.m. at Fire House 2.

On Monday, December 1, the Hazelwood Fire Department will escort Santa through the City beginning at 6 p.m. Santa's route is posted on the Fire Department's Facebook page.

Mr. Leezer reported that City Council members and staff participated in the annual Florissant Veterans Day Parade, and he expressed appreciation to Larry Epifanio for creating the float and to Larry Meyer and Michael Meyer for providing transportation.

PUBLIC HEARINGS - None

COMMUNICATIONS

**MLMSTL
NEWSLETTER**

The November issue of The Link was received from the Municipal League of Metro St. Louis.

EWGCG BUDGET

The East-West Gateway Council of Governments' proposed budget for fiscal year 2026 was received.

**EWGCG
BRIEFINGS**

The November 6 issue of Briefings was received from the East-West Gateway Council of Governments.

**EWGCG
BRIEFINGS**

The November 13 issue of Briefings was received from the East-West Gateway Council of Governments.

Mr. Taylor moved, seconded by Mrs. Henderson, to receive and file all communications. The motion passed unanimously.

UNFINISHED BUSINESS

**PUBLIC COMMENT
TIME LIMIT**

Mayor Robinson proposed increasing the time residents are allowed to address the Council at meetings from three minutes to five minutes.

Ms. Hatton and Mrs. Henderson expressed support for retaining the current three-minute limit, noting that additional time may be granted when appropriate.

MAYOR AND COUNCIL REPORTS

WORK SESSION No items were added to the January 14 Council Work
AGENDA ITEMS Session agenda.

BOARD & COMMISSION No appointments or reappointments were made to the City's
APPOINTMENTS boards and commissions.

CITY MANAGER'S REPORT

H.R. PAYROLL Human Resources Manager Tiffany Paul stated staff
SYSTEM recommends authorization of an agreement with UKG
for the implementation of a human resources information
and payroll system at an annual cost not to exceed \$46,845.

Ms. Paul stated the City currently uses ADP for payroll while many other human resources functions remain manual or split between multiple systems, creating operational inefficiencies. To modernize and streamline HR processes, staff recommend transitioning to a fully integrated Human Resources Information System through UKG, which will combine payroll, onboarding, time management, benefits coordination, and other HR functions into one platform. The UKG system will eliminate duplicate processes, improve accuracy, and support greater employee self-service. Staff recommend approval of the agreement with UKG at a one-time launch cost of \$13,335.30 and an annual cost not to exceed \$46,845.

Mr. Hoops moved, seconded by Mr. Smith, to concur with the staff recommendation to authorize an agreement with UKG for the implementation of a human resources information and payroll system at an annual cost not to exceed \$46,845, and to place the draft bill on this agenda for introduction. The motion passed unanimously and the bill was added to the agenda as item 17.a.

LEASE CITY PROPERTY Mr. Leezer reported staff recommends approval to extend a
COMM. TOWER lease for City property for a communications tower.

Mr. Leezer stated the City entered into a lease with Eco-Site, Inc. (Vertical Bridge) in 2017 for placement of a cell tower for property adjacent to Truman Park at 7029 Howdershell Road. The current lease includes a 10-year term with four optional five-year renewals and provides for monthly rent of \$2,000 with a 2% annual increase. The company has requested an extension of the agreement to add five additional five-year renewal periods to align with a long-term service contract. The extension does not change the rent or annual adjustment, and the company has offered a one-time \$4,000 contribution for new picnic tables and grills.

Mr. Smith asked whether the 2% annual increase in rent would be maintained under the extended agreement.

Mr. Leezer responded that the 2% escalation remains favorable to the City.

Mr. Smith moved, seconded by Mrs. Henderson, to concur with the staff recommendation to approve the extension of a lease agreement between the City of Hazelwood and Eco-Site, Inc. for City property at 7029 Howdershell Road and to place the draft bill on this agenda for introduction. The motion passed unanimously and the bill was added to the agenda as item 17.b.

LICENSING & PERMITTING SOFTWARE	Chief Hudanick stated staff recommends authorization of a service agreement with Clariti Cloud USA, Inc. for licensing and permitting software at a cost not to exceed \$108,950.
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Chief Hudanick stated that the permitting software previously purchased through CivicPlus did not function as intended and was unable to support an integrated licensing and permitting process for Code Enforcement, Fire, and Finance. After efforts to resolve the issues were unsuccessful, staff evaluated alternatives and conducted demonstrations with five vendors. Clariti provides the most cost-effective option and the best fit for the City's needs. Staff recommend entering into a three-year agreement with Clariti at a total cost of \$108,950, with funding to come from the Code Enforcement and City Manager budgets.

Mr. Aubuchon moved, seconded by Ms. Matlock, to concur with the staff recommendation to authorize a service agreement with Clariti Cloud USA, Inc. for their licensing and permitting software at a cost not to exceed \$108,950 for a three-year term and to place the draft bill on this agenda for introduction. The motion passed unanimously and the bill was added to the agenda as item 17.c.

POLICE DEPARTMENT QUARTERLY REPORT	Chief Hudanick gave an update on Police, Building and Code Enforcement Departments.
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Chief Hudanick stated overall crime continues to decline compared to 2024. Burglaries are down 15%, property damage 48%, vehicle thefts 6%, stealing 43%, robberies 12%, assaults 34%, and drug violations 18%. Aggravated assaults increased by 24%. DWI arrests rose 8%.

He stated School Resource Officer contracts with the Hazelwood School District and Ferguson-Florissant School District have been fully executed for the 2025–2026 school year.

Chief Hudanick stated the police department currently has 67 of 69 authorized officers. Five officers are attending the police academy, with two expected to graduate imminently.

Traffic calming devices were installed on Riverwood Estates Boulevard, Flamingo Drive, and Fee Fee Road as part of a pilot program to evaluate effectiveness.

A Hazelwood Police officer was honored at the 18th Annual St. Louis Area Crisis Intervention Team Banquet for exemplary de-escalation during a January 2025 incident involving an armed, suicidal individual. Eighteen officers have received departmental awards this year recognizing professionalism, decisive action, and public safety leadership.

Chief Hudanick stated the Police Department won the 3rd Annual Battle of the Badges Softball Tournament for the third consecutive year. One officer competed with Team USA Roller Hockey, winning the World Championship in China, and two officers played on the Lawmen, a local police softball team, that won the national World Series in Las Vegas.

He stated the department's annual Needy Family Program is underway, and donations may be coordinated through Police Officer Devan Valenti.

Chief Hudanick stated that since January, the Rental Housing Group has managed 2,763 active rental permits and issued 2,384 warnings, 560 summonses, 123 stop-work orders, 158 unfit structure notices, and 7 dangerous building notices, along with 130 updated occupancy permits. Monthly code enforcement and rental housing group reports have been publicly available online since September 1, increasing transparency. A new building inspector has been hired, the Plan Reviewer has obtained certification, and a Code Officer earned Property Maintenance certification, strengthening professional competency within the division.

CITY ATTORNEY'S REPORT - None

CITY CLERK'S REPORT - None

**COMMISSION AND
BOARD REPORTS**

Mr. Taylor moved, seconded by Mrs. Henderson, to receive and file the minutes of the October 13 Neighborhood Watch Commission meeting. The motion passed unanimously.

NEW BUSINESS - None

INTRODUCTION AND FIRST READING OF BILLS

**H.R. PAYROLL
SYSTEM**

Mayor Robinson called for the first reading of a bill to authorize a service agreement with UKG for the implementation of a human resources information and payroll system.

There were no objections and Bill 5194 was read by title only:

**AN ORDINANCE AUTHORIZING A SERVICE AGREEMENT WITH UKG KRONOS
SYSTEMS, LLC FOR A HUMAN RESOURCES INFORMATION AND PAYROLL**

SYSTEM AT AN ANNUAL COST NOT TO EXCEED FORTY-SIX THOUSAND EIGHT HUNDRED FORTY-FIVE DOLLARS (\$46,845).

Bill 5194 will be on the agenda for second reading on December 3.

CELL TOWER Mayor Robinson called for the first reading of a bill to authorize an extension of a lease agreement between the City and Eco-Site, Inc. for City property at 7029 Howdershell Road.

There were no objections and Bill 5195 was read by title only:

AN ORDINANCE AUTHORIZING A LEASE AGREEMENT WITH ECO- SITE, INC., FOR THE LOCATION OF A MONOPOLE COMMUNICATION TOWER ON CITY PROPERTY AT 7029 HOWDERSHELL ROAD.

Bill 5195 will be on the agenda for second reading on December 3.

SERVICE AGREEMENT Mayor Robinson called for the first reading of a bill to authorize
LICENSING & PERMIT a service agreement with Clariti Cloud USA, Inc. for licensing
SOFTWARE and permitting software.

There were no objections and Bill 5196 was read by title only:

AN ORDINANCE AUTHORIZING A SERVICE AGREEMENT WITH CLARITI CLOUD USA, INC., FOR CODE ENFORCEMENT, FIRE AND FINANCE DEPARTMENTS LICENSING AND PERMITTING SOFTWARE FOR A THREE-YEAR TERM AT A COST NOT TO EXCEED ONE HUNDRED EIGHT THOUSAND NINE HUNDRED FIFTY DOLLARS (\$108,950).

Bill 5196 will be on the agenda for second reading on December 3.

SECOND READING OF BILLS AND ACTION ON BILLS

BILL 5192 Mayor Robinson called for the second reading of Bill 5192 to
EMPLOYEE PAY PLAN authorize an agreement for a classification, compensation, and benefit study.

There were no objections and Bill 5192 was read by title only:

AN ORDINANCE AUTHORIZING AN AGREEMENT WITH MCGRATH HUMAN RESOURCES GROUP FOR A PAY PLAN CLASSIFICATION, COMPENSATION, AND BENEFIT STUDY AT A COST NOT TO EXCEED SIXTY-ONE THOUSAND FIVE HUNDRED DOLLARS (\$61,500).

Ms. Matlock moved, seconded by Mr. Hoops, the adoption of Bill 5192 as an ordinance. The following vote was recorded on the motion:

AYE - 8

Ms. Hatton
Mr. Hoops
Mr. Aubuchon
Mrs. Henderson
Mayor Robinson
Ms. Matlock
Mr. Taylor
Mr. Smith

NAY - 1

Ms. Wadlow

Bill 5192 was unanimously adopted as Ordinance 5074-25.

BILL 5193

LIQUOR SALE HOURS

Mayor Robinson called for the second reading of Bill 5193 exempting the City from provisions of Revised Statutes of Missouri Section 311.2026 Supp. 2025, relating to liquor licenses.

There were no objections and Bill 5193 was read by title only:

AN ORDINANCE EXEMPTING THE CITY OF HAZELWOOD FROM THE PROVISIONS OF SECTION 311.2026, RSMO, RELATING TO LIQUOR LICENSES.

Mr. Aubuchon moved, seconded by Mr. Smith, the adoption of Bill 5193 as an ordinance. The following vote was recorded on the motion:

AYE - 9

Ms. Hatton
Mr. Hoops
Mr. Aubuchon
Mrs. Henderson
Ms. Wadlow
Mayor Robinson
Ms. Matlock
Mr. Taylor
Mr. Smith

NAY - 0

Bill 5193 was unanimously adopted as Ordinance 5075-25.

MISCELLANEOUS BUSINESS AND ANNOUNCEMENTS

CITY HALL CLOSED

Mayor Robinson announced City Hall would be closed on November 27 and November 28 for the Thanksgiving Holiday.

COUNCIL MEETING

Mayor Robinson announced the next regular Council meeting would be held Wednesday, December 3 at 6:30 p.m. in the Council Chambers.

ADJOURNMENT

There being no further business to come before the Council,
the meeting was adjourned at 7:25 p.m.

Matthew G. Robinson - Mayor
City of Hazelwood, Missouri

ATTEST:

Julie Lowery, CMC - City Clerk
City of Hazelwood, Missouri