



**MINUTES OF THE PUBLIC HEARING OF
TUESDAY, SEPTEMBER 3, 2019
AT 200 HIGHLANDS BOULEVARD DRIVE
REGARDING ESTABLISHMENT OF THE
2019 PROPERTY TAX LEVY**

Mayor Mike Clement called the Public Hearing of the Board of Aldermen to order at 7:00 p.m.

Roll call showed those present were Alderman Huether, Alderman Nolte, Alderman Hamill, Alderman Ottenad, Alderman Baumann, Alderman Toben, and Mayor Clement. A quorum was present.

The following notice of the public hearing was then read:

“The Board of Aldermen of the City of Manchester will hold a public hearing at 7:00 p.m. on Tuesday, September 3, 2019 at Manchester Police Headquarters, 200 Highlands Blvd., at which time citizens may comment on the proposed 2019 Property Tax Levy for the City’s General Operating Fund and Debt Service Fund.”

Mayor Clement advised that first the proponents would speak, then the opponents, and comments from the public, followed by questions from the members of the Board of Aldermen or the City staff.

Speaking as the proponent, Donald J Yucuis, Director of Finance, stated that the assessments went up 11.8 percent. Most people think that taxes go up, but the State and the Hancock Amendment control how many dollars we can request. This year the CPI, which is one factor of the amount that we can raise was 1.9 percent. We did have new construction but with the combined totals for the general levy, Manchester was able to increase the dollars by \$3,000. Manchester has requested the maximum. He said what the maximum does with the extra \$3,000 from last year is that it reduces the rates for residential and commercial taxes. Personal Property remains the same at .05. The approximate dollars Manchester will receive are \$161,007 for the 2019 Levy, if approved. The debt service levy was allowed to go to .28 cents. That will generate approximately \$1,176,000.00.

Director Yucuis stated there is an ordinance on this night’s agenda for a reading because the City has to file tax rates with the County by October 1st.

There were no opponents and no comments from the public.

Alderman Hamill asked the reason that it went from .41 cents to .37 cents. Director Yucius responded that it is because we have a higher base and Manchester can only request so many dollars.

Alderman Nolte asked if we are at our cap now, and Director Yucuis stated that we are not.

Director Don Yucuis stated the rates can only be increased during even years which will be next year. He said there is a process that would take place by the Board of Aldermen. It is a public hearing, adopting a Resolution and making a policy statement as to the reason for requesting the maximum.

Mayor Clement closed the public hearing at 7:04 p.m.

Respectfully submitted,

Ruth E. Baker, MMC/MPCC
City Clerk

Note: This is a journal of the Public Hearing held September 3, 2019 (summary); not a verbatim transcript regarding establishment of the 2019 Property Tax Levy. If a recording of the public hearing is desired, please contact City Hall.



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF TUESDAY, SEPTEMBER 3, 2019
AT 200 HIGHLANDS BOULEVARD DRIVE**

1. CALL TO ORDER

Mayor Mike Clement called the Regular Board of Aldermen meeting to order at 7:04 p.m.

2. ROLL CALL AND STATEMENT OF QUORUM

Roll call showed those present were Alderman Huether, Alderman Nolte, Alderman Hamill, Alderman Ottenad, Alderman Baumann, Alderman Toben, and Mayor Clement. A quorum was present.

3. APPROVAL OF THE MINUTES

a. Minutes of the Monday, August 19, 2019 Regular Board of Aldermen meeting

Alderman Ottenad made the motion to approve the Minutes of the Regular Board of Aldermen meeting of Monday, August 19, 2019. The motion was seconded by Alderman Toben and carried unanimously, with no objections from any members of the Board of Aldermen.

4. ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

Mayor Clement stated that he wanted to add to the agenda the introduction of the Boy Scout who was in the audience.

Alderman Ottenad made the motion to approve the Order of Items on the Agenda as amended. The motion was seconded by Alderman Huether and carried unanimously, with no objections from any members of the Board of Aldermen.

5. CONSIDERATION OF PETITIONS AND COMMENTS FROM THE PUBLIC

a. Comments from the Public

There were none.

6. REPORTS FROM THE MAYOR

a. Introduction of Boy Scout

Mayor Clement introduced Boy Scout Alex Goheen from Troop 750, sponsored by Wren Hollow School. He is working on his "Communications" Merit Badge.

b. Mayoral Report

Mayor Clement acknowledged that one of our newer police officers, Tim Darling, had an accident and had a bad burn with damage to his hand, wrist and lower arm.

Alderman Ottenad stated that Tim Darling had been with the Parks Department before he went to the Police Academy and became an officer with Manchester.

Mayor Clement wanted to remind everyone this Thursday that Manchester Police is hosting a Blood Drive Competition against West County Fire and EMS.

Mayor Clement stated a week from Wednesday, is "Conversation with the Mayor" at 6:30 p.m. After this evening meeting, we will move back to the morning sessions.

Mayor Clement stated there are a lot of events, a lot of good things going on for Homecoming. The City will have four booths: Veterans, composting and recycling, the business association and CERT.

Mayor Clement stated that September 21 is "Clean Stream" in the Parks. They have a group of volunteers come and help clean up the streams.

He stated that September 28 is Artsfest. It will be held at the Parks Department.

Mayor Clement stated that September 20 is the POW-MIA Ceremony at the Veterans Memorial around 10:00 a.m. There will be a missing man table and a brief reading.

7. REPORTS FROM THE CITY ADMINISTRATOR

a. List of Paid Bills (Warrant dates of August 18 - August 31, 2019)

There were no questions.

8. REPORTS FROM COMMITTEES

a. Planning and Zoning Commission

Alderman Hamill stated there was no meeting, and nothing scheduled.

b. HOMECOMING COMMITTEE

Alderman Ottenad stated 7:15 Friday night, they will be having the awards ceremony to honor the Manchester business of the year, Citizen of the year and Parade Grand Marshall. On Saturday at 10:00 a.m. the parade starts at Journey Church and ends at Parkway Southwest Middle. They hope everyone comes and enjoys the parade.

9. ACTION ON OLD BILLS

a. BILL # 19-2383 - AN ORDINANCE AMENDING THE CODE REGARDING TO THE CITY'S DEER CONTROL POLICY AND HUNTING REGULATIONS PERTAINING TO THE CITY'S PARKS

Alderman Toben explained that they finalized conditions for hunting in the Parks. Essentially, they are only going to allow hunting in the parks October 15 through January 15. The full season is from September 15 through January 15. There are some nice times in September, and Manchester is letting regular patrons of the park utilize it to the best of their ability.

Alderman Toben stated they are only going to allow hunting from predawn through 9:00 a.m. After that, all hunters must be checked out with the Parks Director. Before they hunt, they will have to be in with the Parks Director as well as the Police Department. There will be small signs that will be posted on the evening before or very early of the day of the hunt. The signs will be posted during the hunt and removed daily when the hunt is finished.

Alderman Toben stated Manchester is only going to allow two tree stands in Schroeder Park and one tree stand in Stoecker Park. Also, there is no field dressing in any of the parks.

Mayor Clement explained that hunting in the park has taken a lot of consideration.

Alderman Toben read for the second time Bill # 19-2383, entitled: "AN ORDINANCE AMENDING ARTICLE I (PARK REGULATIONS) OF CHAPTER 235 AND ARTICLE V OF CHAPTER 205 OF THE MUNICIPAL CODE BOTH RELATING TO THE CITY'S DEER CONTROL POLICY AND HUNTING REGULATIONS", by title only.

Alderman Toben made the motion that Bill # 19-2383 become Ordinance #19-2267. The motion was seconded by Alderman Ottenad.

A poll of the Board showed:

Alderman Nolte - aye
Alderman Hamill - aye
Alderman Toben - aye
Alderman Baumann - aye
Alderman Ottenad - aye
Alderman Huether - aye

Mayor Clement announced the vote passed 6 - 0, with no objections from any members of the Board.

Mayor Clement stated this changes the City Code and at the next Board Meeting there will be a Resolution regarding hunting in the park.

Mayor Clement stated he wants informational letters to go out to the residents on Bublin Lane and Old Sulphur Springs Road. City Administrator Perney stated he was waiting for this Bill to pass and then would be mailing them out.

10. INTRODUCTION OF NEW BILLS

a. BILL APPOINTING THE CITY'S MUNICIPAL JUDGE

Mayor Clement stated that our current municipal judge, Michael Gunn is retiring due to the age restrictions for serving on the bench, so a couple months ago they started to talk about his replacement. Candidates were interviewed with a team of City Administrator Perney, Court Administrator Colleen Massey-Skaggs, and the Chief of Police Scott Will. They interviewed four people after a screening and sought out by Mrs. Massey-Skaggs.

Mayor Clement stated they will be recognizing Judge Michael Gunn at the next Board of Aldermen meeting. There will be a party on September 30 which is his last day of being the Municipal Judge.

Alderman Ottenad introduced Bill # 19-2384, entitled: "AN ORDINANCE APPOINTING CHARLES W. BILLINGS AS MUNICIPAL JUDGE FOR THE CITY OF MANCHESTER AND ESTABLISHING A RATE OF COMPENSATION FOR THE POSITION", by title only.

Alderman Ottenad stated that the new municipal judge will be appointed for a term of no less than two years.

No further action at this time.

b. BILL ESTABLISHING A VETERANS COMMISSION

Alderman Huether introduced Bill # 19-2385, entitled: "AN ORDINANCE ESTABLISHING A VETERANS COMMISSION FOR THE CITY OF MANCHESTER", by title only.

Mayor Clement acknowledged that the formation of this Veterans Commission has been a significant act and he is proud. He acknowledged City Administrator Perney, Chief Will, Alderman Ottenad and Alderman Huether. He said there are 22 people that regularly get together to talk about veteran issues. It is culmination of that group's work.

Alderman Huether said she also wanted to acknowledge the hard work of City Clerk Ruth Baker, saying she has a strong heart for Veterans.

No further action at this time.

c. BILL ESTABLISHING THE 2019 PROPERTY TAX LEVY

Alderman Hamill introduced Bill # 19-2386, entitled: "AN ORDINANCE ESTABLISHING AND LEVYING THE RATE OF TAXATION UPON ALL REAL AND

PERSONAL PROPERTY IN THE CITY OF MANCHESTER FOR CALENDAR YEAR 2019”, by title only.

No further action at this time.

d. RESOLUTION AUTHORIZING ACCEPTANCE OF GRANT FUNDS FOR RECYCLING

Alderman Huether read Proposed Resolution # 19-0691, entitled: “RESOLUTION OF THE CITY OF MANCHESTER BOARD OF ALDERMEN ENDORSING SAINT LOUIS COUNTY’S GRANT PROGRAM FOR THE CITY’S WASTE REDUCTION EFFORTS”, by title only.

Alderman Huether clarified that the Board had passed a Resolution supporting the grant project earlier in the summer. St. Louis County provided the language for that Resolution. Manchester had sent the original approved Resolution to them, and since then their legal department has been given the documentation extra scrutiny. Their legal department bounced it back and requested that Manchester approve a new Resolution with the new language provided.

Alderman Ottenad asked if we are not sure if Manchester is getting the funds. Alderman Huether replied that Manchester is still getting the funding.

Alderman Huether made the motion to approve Resolution # 19-0691. The motion was seconded by Alderman Toben and carried 6 - 0, with no objections from any members of the Board of Aldermen.

e. RESOLUTION APPROVING CONTRACT FOR THE CHANNEL J STREAMBANK RESTORATION PROJECT

Alderman Toben read Proposed Resolution # 19-0692, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH IDEAL LANDSCAPE CONSTRUCTION, INC. IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SIXTY-THREE THOUSAND EIGHT HUNDRED SEVENTY DOLLARS (\$163,870.00) INCLUDING A SIX PERCENT (6%) CHANGE ORDER IN THE AMOUNT OF NINE THOUSAND TWO HUNDRED SEVENTY-FIVE DOLLARS (\$9,275.00) IN THE EVENT OF UNFORESEEN CONDITIONS, FOR CONSTRUCTION OF STORMWATER IMPROVEMENTS FOR THE CHANNEL J STREAMBANK RESTORATION PROJECT”, by title only.

Mayor Clement asked for clarification of where Channel J is.

Director of Public Works Bob Ruck stated that it is in Town & Country South off Hanna Road. He stated that this is one of the smaller channel projects, but it has caused significant damage to a couple yards.

Alderman Toben made the motion to approve Resolution # 19-0692. The motion was seconded by Alderman Hamill and carried 6 - 0, with no objections from any members of the Board of Aldermen.

- f. RESOLUTION AUTHORIZING CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE CHANNEL J STREAMBANK RESTORATION

Alderman Baumann read Proposed Resolution # 19-0693, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH STOCK & ASSOCIATES CONSULTING ENGINEERS, INC. IN AN AMOUNT NOT TO EXCEED SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$7,500.00) TO PROVIDE THE CITY WITH CONSTRUCTION MANAGEMENT SERVICES FOR THE CHANNEL J STREAMBANK RESTORATION PROJECT IN THE CITY OF MANCHESTER", by title only.

Alderman Baumann made the motion to approve Resolution # 19-0693. The motion was seconded by Alderman Otteand and carried 6 - 0, with no objections from any members of the Board of Aldermen.

- g. RESOLUTION APPROVING CONTRACT FOR SURVEY AND DESIGN SERVICES FOR BRITTANY PARKWAY SIDEWALK PROJECT

Alderman Hamill read Proposed Resolution # 19-0694, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH TREKK DESIGN GROUP, LLC. IN AN AMOUNT NOT TO EXCEED SEVENTEEN THOUSAND TWO HUNDRED NINETY-NINE DOLLARS (\$17,299.00) TO PROVIDE THE CITY WITH SURVEYING AND ENGINEERING DESIGN SERVICES FOR THE 1210 BRITTANY PARKWAY SIDEWALK AND DRAINAGE IMPROVEMENTS PROJECT IN THE CITY OF MANCHESTER", by title only.

Alderman Hamill made the motion to approve Resolution # 19-0694. The motion was seconded by Alderman Ottenad and carried 6 - 0, with no objections from any members of the Board of Aldermen.

- h. RESOLUTION AUTHORIZING CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE LINDY BOULEVARD BRIDGE

Alderman Toben read Proposed Resolution # 19-0695, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH HORNER & SHIFRIN, INC. IN AN AMOUNT NOT TO EXCEED NINE THOUSAND EIGHT HUNDRED TWELVE DOLLARS (\$9,812.00) TO PROVIDE THE CITY WITH CONSTRUCTION MANAGEMENT SERVICES FOR THE LINDY BOULEVARD BRIDGE REHABILITATION PROJECT IN THE CITY OF MANCHESTER", by title only.

Alderman Toben made the motion to approve Resolution # 19-0695. The motion was seconded by Alderman Ottenad and carried 6 - 0, with no objections from any members of the Board of Aldermen.

- i. RESOLUTION AUTHORIZING CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES FOR PONTOISON DRIVE STORMWATER IMPROVEMENTS

Alderman Nolte read Proposed Resolution # 19-0696, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH HORNER & SHIFRIN, INC. IN AN AMOUNT NOT TO EXCEED TEN THOUSAND NINE HUNDRED FOUR DOLLARS (\$10,904.00) TO PROVIDE THE CITY WITH CONSTRUCTION MANAGEMENT SERVICES FOR THE PONTOISON DRIVE STORMWATER IMPROVEMENTS PROJECT IN THE CITY OF MANCHESTER", by title only.

Mayor Clement asked when this is going to start.

Director of Public Works said it should start in the middle of September, weather permitting.

Alderman Nolte made the motion to approve Resolution # 19-0696. The motion was seconded by Alderman Hamill and carried 6 - 0, with no objections from any members of the Board of Aldermen.

- j. RESOLUTION AUTHORIZING CONTRACT FOR PROFESSIONAL SURVEYING SERVICES FOR THE RUSSELL WIRTH/PARK LANE RIGHT-OF-WAY

Alderman Ottenad read Proposed Resolution # 19-0697, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH HORNER & SHIFRIN, INC. IN AN AMOUNT NOT TO EXCEED NINE THOUSAND EIGHT HUNDRED FIFTY EIGHT DOLLARS (\$9,858.00) TO PROVIDE THE CITY WITH PROFESSIONAL SURVEYING SERVICES FOR THE RUSSELL WIRTH LANE/PARK LANE RIGHT-OF-WAY IN THE CITY OF MANCHESTER", by title only.

Alderman Ottenad asked what they are looking for in this Resolution.

Director of Public Works Bob Ruck explained that this lane is actually alley ways that run in front of Manchester Athletic Association and further west between the car dealership and also will include Dean Reitter Avenue which is across from Henry Avenue as well as Lewis Avenue at the west end where Neighbors Credit Union is. They are trying to establish what the right-of-way is through there. They are going to do an improvement under Proposition S next year. There will be some modifications for where the sidewalks and curbing are located.

Alderman Ottenad made the motion to approve Resolution # 19-0697. The motion was seconded by Alderman Hamill and carried 6 - 0, with no objections from any members of the Board of Aldermen.

- k. RESOLUTION APPROVING CONTRACT FOR 2019 PUBLIC WORKS AND PARKS ASPHALT PAVEMENT IMPROVEMENTS

Alderman Nolte read Proposed Resolution # 19-0698, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH E. MEIER CONTRACTING, INC. IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED THIRTY-NINE THOUSAND FOUR HUNDRED FIFTY-THREE DOLLARS AND FORTY-THREE CENTS (\$439,453.43), WHICH

INCLUDES A FIVE PERCENT (5%) CHANGE ORDER IN THE AMOUNT OF TWENTY THOUSAND NINE HUNDRED TWENTY-SIX DOLLARS (\$20,926.00) TO BE USED FOR UNFORESEEN WORK CONDITIONS, FOR THE 2019 PROPOSITION "S" AND SCHROEDER CITY PARK ASPHALT IMPROVEMENTS PROJECT", by title only.

Alderman Nolte made the motion to approve Resolution # 19-0698. The motion was seconded by Alderman Ottenad and carried 6 - 0, with no objections from any members of the Board of Aldermen.

I. RESOLUTION APPROVING AN INTERNAL CONTROL POLICY

Alderman Baumann read Proposed Resolution # 19-0699, entitled: "A RESOLUTION APPROVING AN INTERNAL CONTROL POLICY FOR THE CITY OF MANCHESTER", by title only.

Alderman Baumann made the motion to approve Resolution # 19-0699. The motion was seconded by Alderman Toben and carried 6 - 0, with no objections from any members of the Board of Aldermen.

m. RESOLUTION TO DETERMINE THE INTENT TO REFUND CERTAIN CITY OBLIGATIONS

Alderman Nolte read Proposed Resolution # 19-0700, entitled: "A RESOLUTION DETERMINING THE INTENT OF THE CITY OF MANCHESTER, MISSOURI TO ISSUE, SUBJECT TO CERTAIN TERMS AND CONDITIONS, ITS TAX INCREMENT AND TRANSPORTATION REFUNDING REVENUE BONDS (HIGHWAY 141/MANCHESTER ROAD REDEVELOPMENT PROJECT), SERIES 2019, TO REFUND CERTAIN OUTSTANDING OBLIGATIONS OF THE CITY; AND AUTHORIZING CERTAIN ACTIONS AND DOCUMENTS IN CONNECTION THEREWITH", by title only.

City Administrator Larry Perney explained that the Manchester Highlands Tax Increment Financing "TIF" Funds are callable in November. The City has contracted with Joy Howard to look at numbers early on, and it showed early on that most of the benefit will go to the developer not much to Manchester. They have talked to the developer and they have spoken to some financial institutions that said in the actual RFP that we would show there would be a benefit to us and them. They went out for an RFP for refinancing the TIF bonds, and rates are low and it is a good time to refinance.

Alderman Nolte made the motion to approve Resolution # 19-0700. The motion was seconded by Alderman Hamill and carried 6 - 0, with no objections from any members of the Board of Aldermen.

Mayor Clement thanked Director of Finance Don Yucuis for taking time to speak to him. He said if anyone has any questions, they should contact the finance director.

11. MISCELLANEOUS

a. Comments from the Public

There were none.

12. ADJOURNMENT

At 7:42 p.m., there being no further business, Alderman Nolte made the motion to adjourn. The motion was seconded by Alderman Toben and carried unanimously, without objection. The meeting adjourned at 7:42 p.m.

Respectfully submitted,

Ruth E. Baker, MMC/MPCC
City Clerk

Note: This is a journal of the Board of Aldermen meeting held Tuesday, September 03, 2019 (summary); not a verbatim transcript. If a recording of the meeting is desired, please contact City Hall.

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