



**MINUTES OF THE PUBLIC HEARING OF
MONDAY, AUGUST 21, 2023
2024 COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION**

CALL TO ORDER

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

ROLL CALL AND STATEMENT OF QUORUM

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

PUBLIC HEARING

The following notice of the public hearing was then read:

“The City of Manchester will hold a public hearing to discuss the allocation of \$48,600 in Community Development Block Grant Funds. The public hearing will be held at 7:00 p.m. on August 21, 2023 at the City of Manchester Justice Center at 200 Highlands Boulevard Drive, Manchester, MO 63011.”

Speaking as a proponent, City Administrator Klocke reported that the City had posted the Notice of Public Hearing and Fair Housing Information sheets in accordance with St. Louis County, Office of Community Development requirements at the Police Department, City Hall, and the Parks and Recreation Building. City Administrator Klocke continued by explaining the type of projects in which the Community Development Block Grant funds can be utilized and went over changes in St. Louis County’s administration of the program. Due to the change of a three-year funding cycle, the City will allocate a larger sum of funds than previous annual cycles to the program. Before annexation the City would be allocating \$72,900 over the three year cycle. He continued that this is currently the second year in the three-year cycle, so the City proposes to allocate \$48,000 FY24.

City Administrator Klocke explained the Home Improvement Program and how it has been utilized by residents with the City’s allocated Community Development Block Grant funds. He continued that there are currently 27 Manchester residents on the wait list. Applications are no longer accepted due to the wait list length and the program does not advertise. The program is administered on first come first served basis.

COMMENTS FROM OPPONENTS, QUESTIONS OR COMMENTS FROM THE PUBLIC

There were no opponents.

ADJOURNMENT

Mayor Clement closed the public hearing at 7:09 p.m.



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF MONDAY, AUGUST 21, 2023
AT 200 HIGHLANDS BOULEVARD DRIVE**

CALL TO ORDER

Mayor Clement called the Regular Board of Aldermen Meeting to order at 7:09 p.m.

ROLL CALL AND STATEMENT OF QUORUM

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

APPROVAL OF THE MINUTES

August 7, 2023 Regular Board of Aldermen Meeting

Alderman Huether suggested the removal of “RESURFACING AND” from the last line of the title of Bill No. 23-2508. City Attorney Seele recommended an addition to the Establishment of Order of Items on the Agenda to include the cause of the additional closed session being a timely matter that had come up the afternoon of the previous meeting. Alderman Dodge made the motion to approve the minutes of the Monday, August 7, 2023, Regular Board of Aldermen Meeting, as amended. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

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

CONSIDERATION OF PETITIONS

Growing Manchester Final Report

Dr. Larson, Chair of Growing Manchester: Our Future Together, along with a few leaders within the group including Dan Kemper, Keith Weldon, and John Ottenad, presented the final report for the Growing Manchester team’s efforts. Dr. Larson explained the purpose of their community engagement team was to create open dialogues with community members about the annexation plan and to empower them to make an informed decision regarding annexation. The group explained the process of their facilitation team and their four-month long community engagement effort that included door to door visits, surveys, communications, and four informational open houses. They presented feedback they had received from people at the open houses and shared what the community found most important in regard to services and questions.

Mr. Ottenad went over the Growing Manchester’s recommendations for moving forward that

included continued outreach to provide factual information through various mediums, tailored neighborhood outreach, and the continuation of community dialogue.

Dr. Larson closed out the presentation with recommendations to the Board if annexation is approved. These recommendations included welcoming new residents and informing them of the timeline and transition in receiving Manchester services, while also gathering and incorporating feedback on the transition.

Mayor Clement thanked the Growing Manchester team for their hard work and for presenting their information to the Board.

Comments from the Public

Lee Presser, owner of 1140 Big Bend Station Dr, trustee of Big Bend Station Subdivision, stated that he had worked with both St. Louis County and the City of Manchester and found that City Staff is easier to get ahold of and communicate with. He continued that it is rare for everyday people to get to talk to the County Executive or officials at St. Louis County and access to Manchester government is much easier. Mr. Presser continued discussing the financial trouble of St. Louis County.

REPORTS FROM THE MAYOR

Mayoral Proclamation – National Nonprofit Day

Mayor Clement read a proclamation recognizing National Nonprofit Day in the City of Manchester and highlighting the good work that nonprofits do in the community and the abundant engagement of Manchester residents in volunteerism and helping those in need.

Mayoral Reports

Mayor Clement announced the resignation of Manchester’s Prosecuting Attorney Mark Levitt. He continued that Keith Cheung has been appointed as the interim Prosecuting Attorney. He reported that Mr. Cheung was a Manchester resident and a principle/partner at Curtis, Heinz, Garrett & O’Keefe, P.C. He continued that with the timing of the retirement and appointment, an ordinance approving Mr. Cheung as the Interim Prosecuting Attorney would be brought before the Board at the next meeting.

Mayor Clement acknowledged Derek Williams for his donation of a new lawn mower to the Lafayette Industries silent auction. Mayor Clement also acknowledged Bill Vivrett, an active member of the Manchester art community, for his donation of some original paintings. Mayor Clement reminded everyone of the fundraisers at Tuckers and at Lafayette Industries to benefit Sgt Absolon.

Mayor Clement reminded the Board that due to Labor Day the next Board of Aldermen meeting would be on Tuesday, September 5th.

REPORTS FROM THE CITY ADMINISTRATOR

FY 2022 Audit Presentation

Eric Stopp and Mollie Malone, City Auditors, explained the process of the audit, noted highlights of the audited 2022 financial statements. Mr. Stopp reviewed the 2022 audit and noted there were no findings for the current year. He also described upcoming changes in accounting standards and their effects on the 2023 financial statements. Mr. Stopp and Ms.

Malone thanked the finance department for their timely responses in compiling information for the audit and acknowledged the City's progress in paying off the TIF bond.

2nd Quarter 2023 Financial Statements

Director of Finance Sieve presented the six-month financial report. He explained that the City's sales tax revenue is at 60.13% of budget through July, where it was projected to be at 50%. Director Sieve summarized the financial reports for each fund for the first two quarters of 2023.

Recruitment and Referral Incentive Program Policy

City Administrator Klocke discussed a proposed recruitment and referral incentive program policy. The policy was an incentive program to be paid to employees who are considered to hold "difficult-to-find" positions. He explained what would qualify a position to be "difficult-to-find" and that the proposed incentive would be \$7,000 to employees hired to these positions. He continued that to receive the incentive the employee would be required to sign a service requirement agreements that they must work for the City for 3 years or would be required to pay the amount back to the City. He continued that the policy also addresses a referral amount of \$3,500 to current employees who successfully refer someone for a "difficult-to-find" position and that the incentive would be made available to them after that person has completed their probationary period. City Administrator Klocke explained that these incentives are to recruit top-tier talent and promote longevity of employment with the City.

City Administrator Klocke answered the Board's questions and explained some potential timeframes for release of the incentive amount. Alderman Nolte and Alderman Ottenad expressed concern about the amount of the incentive and the distribution of the amount in an effort to retain employees. Alderman Nolte and Alderman Baumann expressed concern on the referral incentive time frame.

List of Paid Bills (Warrant dates of 08-07-2023 to 08-20-2023)

There were no questions.

Reports from the Committees

Planning and Zoning Commission

Mayor Clement reported that the Planning and Zoning Commission approved a residential greenspace variance and a site plan for 14390 Manchester Road. He continued that they also had discussion on comprehensive marijuana text amendments.

Veterans Commission

Alderman Huether reported that the Chairperson of the Veterans Commission, Kay Bell, was honored by the Missouri's Lieutenant Governor with the Senior Service Award for her lifelong support of active-duty military and veterans. She continued that the next meeting would be August 22nd at 5pm. Upcoming events include Manchester Homecoming and POW/MIA Remembrance Day.

Audit and Finance Committee

Alderman Baumann stated that the Audit and Finance Committee had met prior to the Board of Aldermen meeting and went over the six-month financial report.

Tree Advisory Board

Alderman Dodge stated that there was no report for the Tree Advisory Board.

Homecoming Committee

Alderman Ottenad reported that the Homecoming Committee has had \$10,000 worth of items donated for the raffle and bingo. She notified the Board that they had increased the number of raffle tickets to be sold during the event and there will be 45 booths at Homecoming.

Annexation Update

Alderman Dodge stated there was no report outside of the Growing Manchester Final Report from earlier in the meeting.

ACTION ON OLD BILLS

BILL NO. 23-2509

Amending Chapter 215 Relating to Nuisances Affecting Health

Alderman Toben read for the second time Bill No. 23-2509 entitled: "AN ORDINANCE AMENDING ARTICLE I OF CHAPTER 215 OF THE CODE OF ORDINANCES RELATING TO NUISANCES AFFECTING HEALTH IN THE CITY OF MANCHESTER, MISSOURI," by title only.

Alderman Toben made the motion that Bill No. 23-2509, become Ordinance No. 23-2393. The motion was seconded by Alderman Baumann.

A poll of the Board showed:

Alderman Baumann - aye

Alderman Toben - aye

Alderman Huether - aye

Alderman Ottenad - aye

Alderman Dodge - aye

Alderman Nolte - aye

Mayor Clement announced that the motion passed 6 to 0, with no objections from any members of the Board of Aldermen.

INTRODUCTION OF NEW LEGISLATION

Resolution No. 23-0944

Community Development Block Grant

Alderman Nolte read Proposed Resolution No. 23-0944, entitled: "A RESOLUTION OF THE CITY OF MANCHESTER BOARD OF ALDERMEN ENDORSING THE 2023 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM MUNICIPAL APPLICATION," by title only.

Alderman Nolte made the motion for approval of Resolution No. 23-0944. The motion was seconded by Alderman Huether and carried unanimously, with no objections from any members of the Board of Aldermen.

MISCELLANEOUS

Comments from the Public

Wayne Hartmann, owner of 415 Cardiff Ln, expressed concern with deer in Manchester. Mayor Clement explained the suburban bow hunters' program and what they would require to hunt in his area.

Mr. Hartmann expressed concern about the overdue license plates that are not being ticketed. He continued that he had discussed this issue with people in Jefferson City and presented what he believed insurance companies should do to help with this issue. Alderman Nolte explained that the Missouri legislature just passed legislation that involved dealers collecting taxes on vehicles. Mayor Clement encouraged Mr. Hartmann to schedule a time to meet with Chief Will so he can provide the data regarding the overdue license plates.

Mr. Hartmann reiterated the concern of Mr. Presser about getting ahold of members of St. Louis County. He continued that when he has had issues in Manchester, he is able to get ahold of elected officials and get the issues resolved within a few days.

ADJOURNMENT

There being no further business, Alderman Nolte made the motion to adjourn. The motion was seconded by Alderman Baumann and carried unanimously. The meeting adjourned at 8:39 p.m.