



**MINUTES OF THE PUBLIC HEARING OF  
MONDAY, JUNE 18, 2018  
AT 200 HIGHLANDS BOULEVARD DRIVE  
REGARDING A SPECIAL USE PERMIT REQUEST FOR APPROVAL  
OF AN ACCESSORY STRUCTURE AT  
901 HOWARD GEORGE DRIVE**

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 City of Manchester Board of Aldermen shall hold a public hearing on Monday, June 18, 2018 at 7:00 p.m. at the Manchester Police Facility, 200 Highlands Boulevard Drive, to consider the following:

CASE #18-SUP-004 – Kevin McGowan, on behalf of JCKW Properties LLC, owner, is seeking approval of an accessory structure, specifically a shed, at Auto Trim and Restyling, located at 901 Howard George Drive, in the C-1 Commercial Zoning District.”

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 a proponent, Mr. Kevin McGowan, 747 Memoir Lane, stated that he owns the building and business, and has been at 901 Howard George Drive since 2008. Since recession, his business became stagnant, but over the past few years, he is now doing well. He has added two new products, and those items are very special and need a very clean environment. He said he can't have wind or dust near those things. He takes care of the grounds himself, and his lawn and garden and snow plow equipment are in the final bay and paint protection work is done in the bay, so he is running out of room. He said it would be beneficial to have an 8 foot x 10 foot structure, because it is very difficult for him to do that work and keep everything clean. The proposed location is in the back near the fence line, and he has proposed some greenery. The paint protection business has

grown; bringing in five or six cars a day, and he has to do some of the cars two or three times now, so it is not very effective.

There were no opponents, no questions or comments from the public.

Alderman Hamill said the Planning and Zoning Commission approved it unanimously.

Mayor Clement closed the public hearing at 7:06 p.m.

Respectfully submitted,

Ruth E. Baker, MMC/MPCC  
City Clerk

***Note:** This is a journal of the Public Hearing held Monday, June 18, 2018 regarding a Special Use Permit Request for approval of an accessory structure at 901 Howard George Drive., (summary), not a verbatim transcript. If a recording of the public hearing is desired, please contact City Hall.*



**MINUTES OF THE PUBLIC HEARING OF  
MONDAY, JUNE 18, 2018  
AT 200 HIGHLANDS BOULEVARD DRIVE  
PERTAINING TO A DISCUSSION OF THE ALLOCATION  
OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

Mayor Mike Clement called the Public Hearing of the Board of Aldermen to order at 7:07 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 City of Manchester will hold a public hearing to discuss the allocation of \$24,300.00 in Community Development Block Grant Funds which will become available on or after January 1, 2019. The public hearing will be held at 7:00 p.m. on June 18, 2018 at the City of Manchester Police Facility at 200 Highlands Boulevard Drive, Manchester, MO 63011.”

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.

Director of Planning, Zoning, and Economic Development Melanie Rippetoe spoke as a proponent, and stated that this is the 32nd year in a row that the City has made application with the Community Development Block Grant Funding Program. She said the program is coordinated by St. Louis County and funds have been used for rehabilitation of private residences. Director Rippetoe said it is a once-in-a-lifetime participation, and it is a five-year forgivable loan, as long as the owner lives in the house for five years, otherwise, they will have to pay back a sum as prorated. She asked for a motion approving the application for the Community Development Block Grant in the amount of \$24,300.00.

There were no opponents, no comments from the public, and no questions from the members of the Board of Aldermen or the City staff.

Alderman Hamill made the motion to proceed with the application. The motion was seconded by Alderman Ottenad, and carried unanimously, without objection.

Mayor Clement closed the public hearing at 7:14 p.m.

Respectfully submitted,

Ruth E. Baker, MMC/MPCC  
City Clerk

*Note: This is a journal of the Public Hearing held June 18, 2018 pertaining to Allocation of Community Development Block Grant Funds, (summary); not a verbatim transcript. If a recording of the public hearing is desired, please contact City Hall.*



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING  
OF MONDAY, JUNE 18, 2018  
AT 200 HIGHLANDS BOULEVARD DRIVE**

1. CALL TO ORDER

Mayor Mike Clement called the Regular Board of Aldermen meeting to order at 7:14 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 Regular Board of Aldermen meeting of Monday, June 4, 2018

Alderman Hamill made the motion to approve the Minutes of the Regular Board of Aldermen meeting of Monday, June 4, 2018. The motion was seconded by Alderman Ottenad, and carried unanimously, without objection.

4. ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

Mayor Clement stated he will introduce a Boy Scout.

Alderman Hamill made the motion to approve the Order of Items on the Agenda as amended. The motion was seconded by Alderman Ottenad and carried 6 – 0, with no objections from the Board.

5. CONSIDERATION OF PETITIONS AND COMMENTS FROM THE PUBLIC

a. Comments from the Public

Ms. Pauline Bair, 305 Morewood Drive, said she wanted it on the record that the Memorial Day service that Mayor Clement organized was very nice, there was a display of 26 flags. There was a soldier from Manchester and his parents in attendance, and they were pleased.

Also, she helped set up 26 flags at the Park. She wanted to say thank you for doing this.

Ms. Bair stated the water feature is really sad. It needs to be removed or fixed; the water runs all over the sidewalk.

Mr. Robert Lopez, 1302 Mautenne, thanked the Mayor and other attendees for attending the deer meeting. He stated he is opposed to actions on it, especially hunting.

Mayor Clement stated that Mr. Lopez was invited because he has a different voice.

Mayor Clement introduced Boy Scout Brooks Hoyt from Troop 313 in Des Peres, and stated he is working on his "Citizenship in the Community" Merit Badge.

## 6. REPORTS FROM THE MAYOR

### a. Mayoral Report

Mayor Clement said he was also going to acknowledge the flags and how nice it is to show them off. He thanked Earl and Pauline Bair for their help, and he thanked the staff from the Parks and Recreation Department for installing the sleeves to place the flagpoles.

Mayor Clement stated that everyone is invited to the first meeting with small businesses at 7:45 a.m. on July 18. This first meeting includes the smallest of Manchester businesses, those with one to eight employees, and a second meeting will be held shortly after for those business that have more employees.

Mayor Clement reported that the first concert of the Manchester Community Band was held last night. He said he believes there were about 150 to 175 people in attendance, and it was really nice. The next concert is July 15.

## 7. REPORTS FROM THE CITY ADMINISTRATOR

City Administrator Larry Perney stated this afternoon, he received the final draft of the 2017 CAFR (Comprehensive Annual Financial Report); Director Langevin will send it to everyone tomorrow.

City Administrator Perney stated the Resolution authorizing the sale of general obligation bonds is on the agenda today. The voters approved fixing the streets and sidewalks. The first offering will be \$9 million of the \$16 million. He explained that the bond proceeds must be used within three years, and the City can't get \$16 million in work done in three years, so it was decided to break it up in two pieces. As part of the bond sale, the City had to get a rating from Standard & Poors, and the City was able to keep our rating the same. The bonds will go on sale July 16. He introduced Joy Howard of WM Financial Strategies and Mark Grimm of Gilmore and Bell.

Joy Howard congratulated the City on keeping the bond rating. She said Larry Perney and Kathleen Langevin were both involved in the rating process, and the rating is AA-. The best rating is AAA, then AA ratings, basically one rating below the best. Competitive bids will be taken on July 16 and the results of that sale will be brought before the Council that evening. She invited the

elected officials to see how a competitive bid is handled. She said the Resolution that is being approved tonight is basically to approve various documents that go out to prospective bidders. She said if there were any questions, Mark Grimm from Gilmore and Bell is here. There were no questions.

- a. List of Paid Bills (Warrant dates of June 3 – June 16, 2018)

There were no questions.

## 8. REPORTS FROM COMMITTEES

- a. Planning and Zoning Commission

Alderman Hamill was not available for the Planning and Zoning Commission meeting, so Mayor Clement stated that there was a request for a sign and it was approved unanimously.

- b. Homecoming Committee

Alderman Ottenad stated that the Homecoming Committee did not have a meeting. This Wednesday, June 20, there will be pictures, so members should wear their blue shirts, at 6:00 p.m. at Schroeder Park. She said there will be a pot luck dinner and a meeting to follow.

## 9. ACTION ON OLD BILLS

- a. There were none.

## 10. INTRODUCTION OF NEW BILLS

- a. RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF GENERAL OBLIGATION BONDS OF THE CITY OF MANCHESTER

Alderman Hamill read proposed Resolution # 18-0635, entitled: “A RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF GENERAL OBLIGATION BONDS OF THE CITY OF MANCHESTER, MISSOURI”, by title only.

Alderman Hamill made the motion for approval of Resolution # 18-0635. The motion was seconded by Alderman Ottenad and carried 6 – 0, with no objections from the Board.

- b. RESOLUTION ACCEPTING BID TO REPLACE THE DETERIORATED TRENCH DRAIN STRUCTURE ON ENCHANTED PARKWAY

Alderman Huether read proposed Resolution # 18-0636, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH R.V. WAGNER, INC. IN AN AMOUNT NOT TO EXCEED THIRTY-FIVE THOUSAND SIX HUNDRED FORTY-FOUR DOLLARS (\$35,644.00), FOR REPLACEMENT OF THE STREET TRENCH DRAIN STRUCTURE LOCATED AT 567 ENCHANTED PARKWAY”, by title only.

Alderman Heuther made the motion for approval of Resolution # 18-0636. The motion was seconded by Alderman Ottenad and carried 6 – 0, with no objections from the Board.

c. RESOLUTION AUTHORIZING RENEWAL OF AGREEMENT REGARDING SOFTWARE AND SERVICES WITH TYLER TECHNOLOGIES

Alderman Toben read proposed Resolution # 18-0637, entitled: “A RESOLUTION ACCEPTING THE AMENDMENT TO SUBSCRIPTION AGREEMENT FROM TYLER TECHNOLOGIES, INC. IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SEVENTY-FIVE THOUSAND THREE HUNDRED FIFTY DOLLARS (\$175,350.00) FOR THE ACCESS TO THE SOFTWARE AND SERVICES FOR THE INCODE FINANCIAL ACCOUNTING SYSTEM SOFTWARE FOR A PERIOD OF FIVE YEARS, AND AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO THE AMENDMENT TO SUBSCRIPTION AGREEMENT THEREFOR”, by title only.

Alderman Toben made the motion for approval of Resolution # 18-0637. The motion was seconded by Alderman Ottenad and carried 6 – 0, with no objections from the Board.

d. RESOLUTION AUTHORIZING FILING WITH THE ST. LOUIS COUNTY BOUNDARY COMMISSION A MAP PLAN IDENTIFYING THE LIMITS OF ANY POTENTIAL BOUNDARY CHANGES

Alderman Baumann read proposed Resolution # 18-0638, entitled: “A RESOLUTION BY THE CITY OF MANCHESTER AUTHORIZING THE CITY ADMINISTRATOR TO FILE WITH THE BOUNDARY COMMISSION OF ST. LOUIS COUNTY MAP PLANS IDENTIFYING THE LIMITS OF ANY POTENTIAL BOUNDARY CHANGES THAT MAY OCCUR DURING THE UPCOMING FIVE-YEAR PLANNING CYCLE ESTABLISHED BY THE BOUNDARY COMMISSION”, by title only.

Director of Public Works Bob Ruck said this opportunity comes up every six years for municipalities in St. Louis County to submit a map plan for what we might be interested in for the next five years.

City Administrator Perney said we don’t have to try to annex, but if we are on the plan, we can do that.

Alderman Baumann made the motion for approval of Resolution # 18-0638. The motion was seconded by Alderman Ottenad and carried 6 – 0, with no objections from the Board.

e. BILL APPROVING A SPECIAL USE PERMIT FOR AN ACCESSORY STRUCTURE AT 901 HOWARD GEORGE DRIVE

Alderman Ottenad introduced Bill # 18-2336, entitled: “AN ORDINANCE CREATING A SPECIAL USE PERMIT AND GRANTING THE SAME TO JCKW PROPERTIES LLC TO ALLOW AN ACCESSORY STORAGE BUILDING BEHIND THE STORE AT 901 HOWARD GEORGE DRIVE, AS PROVIDED FOR IN ARTICLE 5, SECTION 405.240.B OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, COMMONLY KNOWN AS “THE ZONING ORDINANCE OF THE CITY OF MANCHESTER”, by title only.



Alderman Ottenad stated that emergency legislation had been requested. She made a motion for approval of emergency legislation. The motion was seconded by Alderman Hamill, and carried unanimously, without objection.

Alderman Ottenad read for the second time Bill # 18-2336, entitled: “AN ORDINANCE CREATING A SPECIAL USE PERMIT AND GRANTING THE SAME TO JCKW PROPERTIES LLC TO ALLOW AN ACCESSORY STORAGE BUILDING BEHIND THE STORE AT 901 HOWARD GEORGE DRIVE, AS PROVIDED FOR IN ARTICLE 5, SECTION 405.240.B OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, COMMONLY KNOWN AS “THE ZONING ORDINANCE OF THE CITY OF MANCHESTER”, by title only.

Alderman Otteand made the motion that Bill # 18-2336 become Ordinance # 18-2220. The motion was seconded by Alderman Hamill.

A poll of the Board showed:

Alderman Hamill - aye  
Alderman Toben – aye  
Alderman Baumann – aye  
Alderman Ottenad – aye  
Alderman Heuther – aye  
Alderman Nolte -aye

Mayor Clement reported the vote passed with a 6 – 0, with no objections from the Board.

f. BILL PROVIDING FOR DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTEREST FOR CERTAIN CITY OFFICIALS

Alderman Nolte introduced Bill # 18-2337, entitled: “AN ORDINANCE RE-AFFIRMING THE PROVISIONS OF SECTIONS 120.010 THROUGH 120.070 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, WHICH SECTIONS ESTABLISH A PROCEDURE TO PROVIDE FOR THE DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTEREST FOR CERTAIN MUNICIPAL OFFICIALS OF THE CITY OF MANCHESTER”, by title only.

Alderman Baumann stated he is unsure what this is about.

Alderman Nolte stated currently municipal officials in Manchester according to Missouri Law can opt out of filing personal financial disclosures that describe your entire financial history. State Law allows that to happen but the City has to pass an Ordinance to reaffirm that and this gives the public a right to weigh in on it.

Alderman Hamill asked City Clerk Ruth Baker if the City does this every year or two years. City Clerk Baker stated it is done every two years.

11. MISCELLANEOUS

a. Comments from the Public

There were none.

13. ADJOURNMENT

At 7:33 p.m., there being no further business, Alderman Hamill made the motion to adjourn. The motion was seconded by Alderman Baumann and carried unanimously, without objection. The meeting adjourned at 7:33 p.m.

Respectfully submitted,

Ruth E. Baker, MMC/MPCC  
City Clerk

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