



MINUTES
BOARD OF ALDERMEN
SPECIAL MEETING
CITY OF GREEN PARK, MISSOURI
April 26, 2018

Mayor Reinagel called the Meeting of the Board of Aldermen to order at 6:11 p.m. on Thursday, April 26, 2018, at the Green Park City Hall, 11100 Mueller Road, Suite 5, Green Park, Missouri. The roll was called and the following officers were present:

	<u>Present</u>	<u>Absent</u>	<u>Excused</u>
Mayor: Bob Reinagel	X		
Aldermen: Fred Baras			X
Carol Hamilton	X		
Tim Thuston			X
Joe Monteleone			X
Michael Broughton	X		
James Jones	X		

SPECIAL MEETING:

1. Selection of Engineering Services for Mueller Road Resurfacing and Sidewalk Improvements STP-4911(603).

City Administrator James Mello advised the City received seven (7) Letters of Interest from engineering firms for this federally funded project. He and the City Engineer, Derrick Madej, reviewed each firm and narrowed it down to the top three (3) which were CDG Engineers, Inc., CEM Engineering LLC, and Horner Shifrin. The Board of Aldermen needed to select the firm for the City to engage for the engineering consulting services. All three firms could meet the DBE goal. A general discussion ensued and the Board came to the consensus of contracting with Horner Shifrin.

2. Discussion of Residential Grant Program – Process and Documents

City Administrator James Mello referred to his memo dated April 26, 2018 to the Mayor and the Board of Aldermen outlining the Grant Program. Discussion included how the program works, who is eligible, program requirements, how much assistance is available and how to apply. Applications will be accepted year-round and processed on a first come, first served basis. Applications will be awarded based on the criteria set forth until the budgeted funds for the year have been obligated. Grant will be forgivable at a rate of 20% of the original grant amount per year for 5 years as long as homeowner does not rent home, move out of the

home, sell the property, transfer ownership of the property or homeowner passes away. Every individual that is on the deed of trust will need to sign the application.

Discussion ensued regarding the financial qualification for the grant. Income limits would be based on the St. Louis County HUD table. The City needs to decide whether to use the low income range or the moderate income range. Nathan Nickolaus, Attorney at Law, with Cunningham, Vogel and Rost, P.C., suggested using the County's median income table.

Applicants will need to submit 2 years of wage information based on federal tax documents (W2, etc.), a clear statement of the scope of work and statement of relationship to code compliance, health and safety importance or other need for work (nothing aesthetic). The City will utilize the St. Louis County pre-approved contractor list. Applicant must receive a minimum of 3 estimates or 5 solicited estimates. Homeowner decides which contractor to use from the approved list.

Applicant also must provide affidavit affirming information submitted is correct and truthful. Alderman Broughton suggested the form be notarized as well. A form stating they have read and understand the terms of the agreement must also be signed by the applicant. Proof of homeowner's insurance renewed annually until loan is forgiven or repaid must be provided. Suggestion was made for the Deputy City Clerk to call the insurance company to verify insurance is renewed each year during the term of the grant. The City will pay contractor invoices directly after the work is completed and inspected by St. Louis County or City Staff.

3. Discussion of Potential Annexation

James Mello began the discussion by advising that the City has the opportunity to submit annexation plans to the Boundary Commission every 5 years and the deadline for doing this is in July 2018. The City needs to figure out the targeted population. Also need to look at Sales Tax Revenue, Utility Tax Revenue, how many miles of road need replacement, number of businesses in proposed annexed area, trash service, snow/ice removal, and police services.

Mr. Mello addressed the Board's attention to the 2 maps he prepared showing areas to consider for annexation he called "Concord Expansion" and "Northwest Expansion." The maps included notes on estimated land area, estimated population, housing units, households, and rentals. He also indicated the median age of each proposed area, approximate population under the age of 18, and approximate population over 18. The Estimated Annual Sales Tax Revenue was also included on the maps and indicated types of businesses included in each scenario.

A general discussion ensued regarding how to get citizens on board with annexation and ways to promote the City of Green Park.

4. Miscellaneous

Mayor Reinagel advised this year's "Groovin' on the Green" will be held on Sunday, September 23rd. Music from 2 to 6 p.m. Free food and drink.

Alderman Hamilton brought up the issue of potholes she had reported earlier. Mr. Mello advised those potholes are not in the City's right-of-way.

5. Adjournment

Alderman Hamilton made a motion to adjourn the meeting. The motion was seconded by Alderman Broughton. Upon a voice vote being taken, the motion passed and the meeting adjourned at approximately 8:00 p.m.



Mayor Bob Reinagel

Attest:



City Administrator / City Clerk