

**CITY OF SHREWSBURY
WORK SESSION OF THE
BOARD OF ALDERMEN**

July 28, 2020

An Open Meeting of the Board of Aldermen of the City of Shrewsbury, Missouri was held at 6:00 p.m. on July 28, 2020 in the Aldermanic Chambers of City Hall and via Zoom teleconference for the transaction of such business that came before the Board.

Present:	Mayor	Sam Scherer
	Alderman	Mike Travaglini
	Alderman	Greg Lauter
	Alderman	Keith Peters
	Alderman	John Odenwald – Via Zoom
	Alderman	Elisa Reeves – Via Zoom
	Alderman	Michael Schmelzle

Also Present:	Director of Administration	Jonathan Greever
	Fire Chief	Chris Amenn
	Chief of Police	Lisa Vargas
	Director of Parks & Recreation	Chris Buck
	Director of Public Works	Tony Wagner – Via Zoom
	City Attorney	Mike Daming
	Asst. Dir. Administration/City Clerk	Elliot Brown

Roll Call

Mayor Scherer called the meeting to order, and City Clerk Brown commenced with the roll call. A quorum was present for the transaction of City business.

Approval of Minutes

Mayor Scherer introduced the minutes from the June 23, 2020 Work Session, the July 14, 2020 Board Meeting, and the July 14, 2020 CDBG Public Hearing and opened the floor for discussion. There being no discussion, **Alderman Travaglini made a motion to approve the minutes; Alderman Peters seconded the motion. The motion passed unanimously by voice vote.**

Preliminary Plat Review – Rothman Site

Mayor Scherer then introduced the preliminary plat to the Board and Director Greever outlined the responsibilities of the Board members in reviewing the preliminary plat at 7737 Watson Rd. as presented by the applicants. The applicants Beau Reinberg and Garen Miller presented their proposed plat to the Board, describing the long-term goals for site and the various procedural steps they had to follow to successfully redevelop it. The applicants sited a project in Ellisville that was scheduled to be completed in September 2020. Alderman Peters asked that the applicants if they planned to submit renderings site at some point. The applicants responded that they would do so later in the process. Alderman Schmelzle asked what the estimated timeline of the project was. The applicants stated that they were looking at 6 months of planning followed by 10 to 12 months of construction at the site. **Alderman Travaglini made a motion to approve preliminary plat as submitted; Alderman Peters seconded the motion. The motion passed unanimously by voice vote.**

Year End Audit Report

Representatives Renita Duncan and Alisha Barnum from the City's auditing firm, Rubin Brown, presented the results of the 2019 fiscal year audit. There were no new accounting policies during the audit year, no transactions that did not have proper authorizations, and no significant transactions were recognized in a different time period from when they occurred. There were some necessary audit adjustments decreasing the fund balance by approximately \$214,181 and increasing the fund balance by \$34,803. The auditors and City staff agree that these corrections are immaterial to the basic financial statements taken as a whole. The City's tax revenue per capita increased in 2019 from 2018 due to the increase in sales tax from additional activity at Walmart, Aldi, and Schnucks. The unassigned General fund balance percentage decreased in 2019 from 2018 as a result of additional spending. The General fund operating margin also decreased in 2019 from 2018 as a result of increased spending outpacing revenue. The auditors recommended the City improve financial statement close procedures to ensure that all revenue and account balances are reconciled and reviewed prior to the audit. They also recommended the City implement procedures to ensure all TIF fund adjustments are properly posted prior to opening a new period. Lastly, they recommended instituting additional standards to analyze and verify any wires and electronic transfers as a protective measure against potential fraud.

6 Month Financial Review

Director Oettle presented her financial report for January through June 2020 to the Board. Overall sales tax revenues are 3.8% higher than this time last year. General fund revenues are 40% of budget and \$195k less than this time last year. General fund expenditures are 49% of budget and \$34k more than this time last year. License and permit revenues are down due to the shutdown in late March and early April and are expected to rise in July. Utility tax revenue is a little bit down from this time last year as well. Sales tax in all general fund categories is higher than this time last year except for the public safety sales tax which is slightly lower. Parks and Recreation revenue has dropped significantly compared to this time last year, and expenditures are also down.

Capital revenue is \$30k higher than time last year and expenditures are \$78k higher than this time last year. Debt service fund expenditures are at 100% for the year and revenues are low, but this is normal as they will be collected at the end of the year when property taxes are paid. Mayor Scherer thanked Director Oettle for presenting the information and informed the Board that the 2021 budget process would begin soon and that he would be working with the department heads to make the figures as reality based as possible.

Sign Permit – 7504 Murdoch Ave Pizza World

Mayor Scherer introduced the permit application to the Board and Director Greever stated that it had been reviewed by Staff for compliance with City codes and recommended it for approval. **Alderman Peters made a motion to approve the permit; Alderman Lauter seconded the motion. The motion passed unanimously by voice vote.**

Bid Results – 2020 Street Improvements

Director Wagner presented the results of the bids that had been submitted for the street sealing at the 7400 Block of Sutherland Ave., Kenrick Valley Drive., and Lake Kenrick Ct. The lowest and best bid came from McConnell & Associates at \$7,372.00 and was recommended for acceptance by Staff. **Alderman Peters made a motion to approve the permit; Alderman Travaglini seconded the motion. The motion passed unanimously by voice vote.**

Discussion – Proposed Ambulance Fee Ordinance

Chief Amenn presented the proposed ordinance setting a fee schedule for ambulance services provided by the City of Shrewsbury Fire Department. The goal of the ordinance would be to increase the recovery of costs of providing this service from 30% to closer to 50% and to increase transparency. There is currently no ordinance setting the rates for this service, and some residents are under the impression that they do not have to pay for the service. A hardship waiver would be created for residents that are unable to afford the service. Alderman Odenwald inquired as to why a resident of Shrewsbury should have to pay the same amount as a non-resident for this service. Chief Amenn indicated that this ordinance would put into place industry best practices as well as open up possible Medicare reimbursements and grants that we are not currently eligible for. Alderman Schmelzle asked how much the City currently has to write-off each year for ambulance services to residents who do not pay for it. Chief Amenn estimated that it was between \$40k-\$65k annually. The ordinance was tabled for further consideration at a later meeting.

Old & New Business

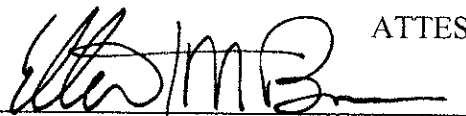
None

Hear Citizens

Anna Bischoff of 7228 Nottingham asked whether City Staff had data on Covid-19 cases within Shrewsbury and if it did not, whether it would be helpful. Chief Amenn stated that the Fire Department gets daily reports on Covid-19 cases within St. Louis County. Alderman Travaglini stated that there was a news report that indicated Shrewsbury was a “hot-spot” for Covid-19 and asked why this was the case while neighboring communities were not. Chief Amenn responded that the news agency that ran that report was using St. Louis county zip code data and the editor responsible for the report for some reason only listed some of the communities in the 63119 zip-code. Director Greever stated that HIPAA regulations preclude the City from disseminating any data on the medical history of individual residents, so no department outside of Fire has access to the Covid-19 information that Chief Amenn has.

Adjournment

Alderman Travaglini made a motion to adjourn the meeting; Alderman Lauter seconded the motion. The motion passed unanimously.



ATTEST:

Elliot M. Brown
Asst. Dir. of Administration/City Clerk



Sam Scherer
Mayor

