



WHERE COMMUNITY AND SPIRIT MEET®

### **WORK SESSION MINUTES**

A work session of the Kirkwood City Council was held on April 19, 2018, at 5:30 p.m. Present were Mayor Griffin, Council Members Duwe, Edman, Luetzow, Ward, and Zimmer. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer Georgia Ragland, Public Information Officer Beth von Behren, and City Attorney John Hessel. Council Member Sears and City Clerk Betty Montañó were absent and excused.

### **APPROVAL OF APRIL 5, 2018 MINUTES**

Motion was made by Council Member Zimmer and seconded by Council Member Luetzow to approve the April 5, 2018 minutes. The motion was unanimously approved.

### **TRAIN STATION FOUNDATION**

Barb Byerly and Charlie Woodard, Members of the Train Station Foundation, presented an update of the Train Station Foundation's efforts. Some of the issues discussed are as follows:

- Printed material such as; brochures, donor packets, etc. have been designed. The material will also be on the Foundation's website. Handouts of examples were distributed.
- The Foundation's website is currently under development. The City of Kirkwood will also have a page on their website for the Foundation.
- Donations will be able to be made through the Foundation's website.
- The Foundation is exploring ideas on how to best recognize donors.
- The Marketing Plan includes press releases, connecting to websites of other organizations, speaker bureau, media engagement, etc.
- The kick-off date is still in the works. It is the Foundations goal to start the kick-off once the first major donation is received.

### **SCHOOL SAFETY DISCUSSION**

Police Chief Brian Murphy, Police Officer (SRO) Bob Johler, and Director of Public Services Bill Bensing presented information pertaining to school safety. Some of the issues discussed are as follows:

- The Kirkwood Police Department has met with the Kirkwood School District regarding school safety over the past several years and recently met with them on March 1<sup>st</sup>.
- There is an active shooter training that the SRO Officers and teachers train with called ALICE (Alert, Lockdown, Inform, Counter, and Enforce). There is also solo officer training that SRO's may attend.
- Kirkwood High is mandated that they must do one active shooter training per year. Kirkwood High has decided to hold four a year.
- In addition to the four training session per year, Kirkwood High has added more cameras, working on a confidential reporting system, formed committees, and are working on safety forums.
- The Kirkwood School District has had conversations about possibly adding more SRO's.
- Chief Administrative Officer Russell Hawes meets with the Kirkwood School District Superintendent on a quarterly basis.
- Director of Public Services Bill Bensing reported that staff is working with the School District on the Safe Routes to School and pedestrian safety.

### **CITIZEN SURVEY**

Chief Administrative Officer Russell Hawes reported that a citizen survey is done every other year and it is time for the ETC Institute to conduct another survey. The categories of the survey cover a wide array of topics and the City uses the survey to engage the effectiveness of services.

Staff is requesting that if the council has any specific topics they would like the survey to cover to e-mail the Assistant Chief Administrative Officer with those ideas. This topic will be scheduled for a future work session for further discussion.

There being no further matters to come before the council, the meeting was adjourned

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Laurie Asche, CMC/MRCC  
Deputy City Clerk