



WHERE COMMUNITY AND SPIRIT MEET

### **WORK SESSION MINUTES**

A work session of the Kirkwood City Council was held on March 15, 2018, at 5:30 p.m. Present were Mayor Griffin, Council Members Duwe, Edman, Luetzow, Sears, Ward, and Zimmer. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer Georgia Ragland, Public Information Officer Beth von Behren, Director of Electric Mark Petty, City Planner Jonathan Raiche, City Engineer Ted Dunkman, and City Attorney John Hessel. City Clerk Betty Montañó was absent and excused.

### **APPROVAL OF MARCH 8, 2018 MINUTES**

Motion was made by Council Member Duwe and seconded by Council Member Edman to approve the March 8, 2018 minutes. The motion was unanimously approved.

### **MOTION TO CLOSE THE MEETING**

Motion was made by Council Member Ward and seconded by Council Member Duwe to close the meeting pursuant to RSMo Chapter 610.021 (2) (Real Estate).

Roll Call Vote as Follows:

Mayor Griffin	"Yes"
Council Member Ward	Absent
Council Member Zimmer	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"

The meeting was closed.

### **MOTION TO OPEN THE MEETING**

Motion was made by Council Member Ward and seconded by Council Member Luetzow to open the meeting.

Roll Call Vote as Follows:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Zimmer	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"

The meeting was opened.

### **KIRKWOOD ROAD SIGNALIZATION PROJECT**

Director of Electric Mark Petty and City Engineer Ted Dunkman presented information pertaining to the Kirkwood Road Signalization Project. Some of the issues discussed are as follows:

- The City's consultant is currently in the process of finalizing the CMAQ project's final plans, specifications and estimate for submittal to MoDOT.
- Once the final submittal is approved the project will be advertised for bid.
- The project bid advertisement will call for MoDOT standard mast arms painted black as the base bid.
- The bid advertisement will call for an add alternate for an enhanced decorative mast arm with luminaires matching the existing luminaires and posts found along Kirkwood Road.
- The City will be reimbursed up to the value of the MoDOT standard black mast arms.

Motion was made by Council Member Sears and seconded by Council Member Zimmer to execute the Participation Agreement with MoDOT and to have the base bid be the add alternate. The motion was unanimously approved.

#### **INITIAL DISCUSSION OF DOWNTOWN MASTER PLAN**

Chief Administrative Officer Russell Hawes and City Planner Jonathan Raiche presented information pertaining to the Downtown Master Plan. Some of the issues discussed are as follows:

- Staff recommends the following course of action regarding the recently presented Downtown Mater Plan & Parking Study:
  - Support Resolutions will be voted on by P&Z and IDA
  - City Council will vote on a support resolution
  - Adoption of the Framework Plan and A/B Grid Map
  - Adoption of Zoning Code Amendments
- A support resolution is general support and will provide direction to staff, residents, and development.
- It was recommended that future council work sessions take place, starting with the Framework Plan and the A/B Grid Map.
- The retail study will be discussed at the Council Retreat in June.
- Mayor Griffin and Chief Administrative Officer Russell Hawes will discuss upcoming dates for a work session to begin discussion on the Framework Plan and A/B Grid Map.

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

---

Laurie Asche, CMC/MRCC  
Deputy City Clerk