



WHERE COMMUNITY AND SPIRIT MEET®

**City Council Meeting Minutes
Kirkwood City Hall
Thursday, November 2, 2023, 7:00 p.m.**

Pursuant to notice of meeting duly given by the Mayor, the City Council convened on Thursday, November 2, 2023, at 7:00 p.m. at Kirkwood City Hall, 139 South Kirkwood Road, Kirkwood, Missouri. Present were: Present were Mayor Griffin, Council Members Duwe, Gibbons, Luetzow, Sears, Wurtz, and Zimmer. Also in attendance were Chief Administrative Officer Russ Hawes, Assistant Chief Administrative Officer David Weidler, City Clerk Laurie Asche, Deputy City Clerk Bridget Waters, City Attorney John Hessel, and City Planner II Amy Lowry.

INTRODUCTIONS AND RECOGNITIONS

NONE

PRESENTATIONS

NONE

PUBLIC HEARINGS

Mayor Griffin recessed the meeting for the purpose of conducting a public hearing regarding a request for a Special Use Permit for an Indoor Amusement Facility (Little's Loft Play Café) at 117 W. Argonne. Mr. Hessel entered the following exhibits into records: an Affidavit of Publication in the St. Louis Countian on October 13, 2023, as Exhibit 1; an Affidavit of Publication in the Webster-Kirkwood Times on October 13, 2023 as Exhibit 2; a list of properties that were notified of the hearing; as Exhibit 3; an aerial view map showing the subject property, as Exhibit 4; the report of the Planning and Zoning Commission from City Planner II Amy Lowry dated October 4, 2023 as Exhibit 5; the letter from the Planning and Zoning Commission dated October 5, 2023 as Exhibit 6; and the Kirkwood Code of Ordinances, as Exhibit 7.

City Planner II Amy Lowry presented the matter to the Council:

- The applicant is requesting a Special Use Permit for an Indoor Amusement Facility
- The lot is 7000 sq. ft. and the building is 3909 sq. ft.
- No more than 3200 sq. ft. will be devoted to the play area
- Days and hours of operation for the play café are proposed as 8 a.m. to 4 p.m. seven days a week.
- Employees and outside vendor instructors may offer classes to the clientele
- The applicant will have 3-4 employees during peak hours, and 2-3 at other times
- A café is proposed for the business, but this use is subordinate to the play component
- It will be open to members of the public without a play appointment
- A café would fit under the use category of a restaurant which is a permitted use in the B-2 zoning district
- In the B-2 Zoning District, an indoor amusement facility requires a special use



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permit

- The facility is located on the North side of Argonne Drive, across from Kirkwood Train Station

Petitioner Hannah Campbell and Jennifer Beazley, Attorney for the petitioner were in attendance to discuss the request for Special Use Permit with Council.

Some of the discussion that took place is as follows:

- Concerns about how the reservations and play pass will work
- Concerns about staffing between peak hours
- Concerns about the food beverage options
- Concerns about outside toys and floor covering in the play area
- Are County Health inspections required for this type of facility

The bill will be on the November 16, 2023 Council meeting agenda under New Business.

PUBLIC COMMENTS

NONE

CONSENT AGENDA

Motion was made by Council Member Wurtz and seconded by Council Member Zimmer to approve the Consent Agenda. The Consent Agenda was unanimously approved.

- a) Approval of the October 19, 2023 Council Meeting Minutes
- b) Resolution 123-2023, accepting the bid of Don Brown Chevrolet in the amount of \$51,973 (pursuant to State of Missouri Cooperative Contract) for the purchase of a 2024 Chevy Tahoe SSV for the Fire Department and authorizing and directing the Director of Procurement to issue a Purchase Order
- c) Resolution 124-2023, accepting the bid of Network Technology Partners in the amount of \$19,792.08 for Sophos Software License Renewal for the MIS Department and authorizing and directing the Director of Procurement to issue a Purchase Order

UNFINISHED BUSINESS

Bill 11006, appropriating \$25,000 from the Equitable Sharing Fund Balance to the Police Department Training Account for training for the Police Department was brought before the City Council.

Roll Call:

Mayor Griffin	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	“Yes”



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Council Member Sears	“Yes”
Council Member Wurtz	“Yes”
Council Member Zimmer	“Yes”
Council Member Duwe	“Yes”

The bill, having received majority approval of the Council, was adopted and became Ordinance 10833.

Bill 11007, appropriating \$63,100 from the Equitable Sharing Fund Balance to the Police Department Professional Services Account for the Police Department was brought before the City Council.

Roll Call:

Mayor Griffin	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”
Council Member Zimmer	“Yes”
Council Member Duwe	“Yes”

The bill, having received majority approval of the Council, was adopted and became Ordinance 10834

NEW BUSINESS

Bill 11008, authorizing the City of Kirkwood to participate in the Missouri Firefighters Critical Illness Trust and Pool, and further authorizing the Mayor to execute such documents as may be necessary for the City of Kirkwood’s participation therein was brought before the City Council. Motion was made by Council Member Sears and seconded by Council Member Luetzow to accept the bill as read.

The bill received first reading approval and was held over.

Resolution 125-2023, authorizing and directing the Mayor to enter into a Master Power Purchase and Sale Agreement between the City of Kirkwood and Cordelio/Moraine Sands, LLC for future energy and capacity transactions for the Kirkwood Electric Department was brought before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Duwe to accept the Resolution as read.

Roll Call:

Mayor Griffin	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	“Yes”



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Council Member Sears	“Yes”
Council Member Wurtz	“Yes”
Council Member Zimmer	“Yes”
Council Member Duwe	“Yes”

Resolution 126-2023, accepting the bid of SiteOne Landscape Supply at the rates provided in the memo, amount not to exceed budgeted funds annually, for the purchase of trees on an as needed basis for the Forestry Division, for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval, and authorizing and directing the Mayor to enter into a contract was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Duwe to accept the Resolution as read. Discussion took place.

Roll Call:

Mayor Griffin	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”
Council Member Zimmer	“Yes”
Council Member Duwe	“Yes”

Resolution 127-2023, accepting the bid of Elliot Equipment Company in the amount of \$180,000 (pursuant to Sourcwell Cooperative Contract) for the purchase of a 2020 25YD Rear Loader Refuse Truck for the Sanitation Department and authorizing and directing the Director of Procurement to issue a Purchase Order was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Duwe to accept the Resolution as read. Discussion took place.

Roll Call:

Mayor Griffin	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”
Council Member Zimmer	“Yes”
Council Member Duwe	“Yes”

Resolution 128-2023, amending the contract with McGrath Human Resources for an additional amount not to exceed of \$31,030 (which includes a contingency of \$5,000) for a market update of pay and benefits for all full-time staff of the City of Kirkwood and authorizing and directing the Mayor to enter into an amended contract was brought



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before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Duwe to accept the Resolution as read. Discussion took place.

Roll Call:

Mayor Griffin	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”
Council Member Zimmer	“Yes”
Council Member Duwe	“Yes”

CONSENT AGENDA ITEMS FOR DISCUSSION

NONE

CITY COUNCIL REPORTS

Mayor Griffin informed Council of Former Chief Administrative Officer Mike Brown’s passing and gave his condolences to the Brown family. Mike Brown was with the City for 33 years. He was the first Chief Administrative Officer under the new Charter that was formed in 1984.

Council Member Luetzow gave her condolences to the Brown family. Luetzow also gave her condolences to the family of Marie Kelley who passed on September 20, 2023. The incident that took place on October 15, 2023 at Kirkwood North Middle School, Council Member Luetzow would like to thank all the parents that jumped in to action. Council Member Luetzow also informed the Council of the 50 Trees event taking place in front of Mudd’s Groves at 11am. They will be planting there 1000th tree and paying tribute to the City’s first Forester Anton Lindell who was hired in 1910. On Saturday, November 4th, 50Trees will be planting at least 65 more trees.

CHIEF ADMINISTRATIVE OFFICER REPORT

Mr. Hawes reported that the City of Kirkwood received an request from the Kirkwood Optimist Club to operate its annual fundraising tree lot at North Middle School with set up on November 11, 2023 and tree lot opening on November 24, 2023 with hours of operation 4:00 p.m. to 9:00 p.m. Thursday and Friday, and 9:00 a.m. to 9:00 p.m. Saturday and Sunday was brought before the City Council. Council Member Wurtz and seconded by Council Member Zimmer. Motion passed unanimously.

Mr. Hawes reported that the City of Kirkwood received an Application for Liquor License to sell Intoxicating Liquor by the Drink, plus Sunday, from Kokuu Kirkwood, LLC, 343 S. Kirkwood Road was brought before the Council. Council Member Zimmer and seconded by Council Member Wurtz. Motion passed unanimously.

CITY ATTORNEY REPORT

Mr. Hessel made remarks on the passing of former Chief Administrative Officer



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Mike Brown.

CITY CLERK REPORT

Ms. Asche had nothing to report.

ADJOURNMENT

There being no further business to come before the Council, the formal meeting was adjourned at 7:35 p.m. The next regular meeting of the Kirkwood City Council will take place at 7:00 p.m. on November 16, 2023.

Laurie Asche
City Clerk

Approved: