



WHERE COMMUNITY AND SPIRIT MEET™

## **WORK SESSION MINUTES**

A work session of the Kirkwood City Council was held on November 16, 2023 at 5:30 p.m. at Kirkwood City Hall, 139 S. Kirkwood Road, Kirkwood, Missouri. Present were Mayor Griffin, Council Members Gibbons, Luetzow, Sears, 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, Public Services Director Chris Krueger, and City Attorney John Hessel. Council Members Duwe and Wurtz were absent and excused.

## **APPROVAL OF THE NOVEMBER 2, 2023 WORK SESSION MINUTES**

Motion was made by Council Member Zimmer and seconded by Council Member Sears to approve the November 2, 2023 Work Session minutes. The motion was unanimously approved.

## **WATER COST OF SERVICE STUDY**

Public Services Director Chris Krueger and Calvin Coles from Waterworth presented the Water cost of service study to Council. In late 2022/early 2023 staff requested a 30% increase in water rates due to raising costs in operations, water fittings and parts, raising costs in replacing water mains per linear foot, debt service and the continued transfer of funds out of the water fund. The water rates in May 2023 were raised by 15%. Since May 2023, the City hired Waterworth to complete financial models and analyze the cost of service for the Kirkwood Water Department.

Waterworth studied current capital and operational expenses, revenues from residential and commercial uses, and current and future debt services for pump stations in Kirkwood. Waterworth recommends a minimum operating threshold of just under \$3 million and escalating with estimated CPI, which follows 75% of out operating expenses. Also, a cash reserve target of \$3 million was recommended to cover an unforeseen disaster. An example, if a pump station or water tower were to fail. Based upon the current and next 7 years of expenses, revenues and debt; Waterworth and City Staff is recommending a 20% increase in water rates in FY25 effective May 1, 2025 and a 5% in calendar year 2025, 2026, and 2027. A discussion took place.

## **CITIZEN SURVEY QUESTIONS**

Assistant Chief Administrative Officer David Weidler discuss the Citizen Survey questions with Council. The City of Kirkwood contracted with ETC Institute to perform a statistically valid community survey. This process is done every other year. The survey questions primarily deal with the level of satisfaction residents have with city services such as police, fire, parks, streets, water, sanitation, electric service, and utility billing. Responses to these questions provide the opportunity to benchmark our services to other entities regionally and nationally. City Staff would like the opportunity to explore customizable questions prior to completion of the survey instrument. A discussion took place.



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

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Laurie Asche  
City Clerk