



WHERE COMMUNITY AND SPIRIT MEET®

WORK SESSION MINUTES

A work session of the Kirkwood City Council was held on December 15, 2016, 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, and City Attorney John Hessel. City Clerk Betty Montaño was absent and excused.

APPROVAL OF WORK SESSION MINUTES

Motion was made by Council Member Sears and seconded by Council Member Zimmer to approve the meeting minutes of December 8, 2016. The minutes were unanimously approved.

DISCUSSION REGARDING PROCESS OF COMPREHENSIVE PLAN

City Planner Jonathan Raiche and Director of Public Services Bill Bensing were in attendance to discuss the process of the Comprehensive Plan. A Power Point was presented. Some of the issues discussed are as follows:

- A description of what a Comprehensive Plan, from the Missouri State Statute, was given.
- Planning and Zoning Commission is an intentionally separate body.
- The Mayor and City Council put together a Steering Committee, which included a City Council Liaison and City Staff to draft the Comprehensive Plan.
- Outreach for the drafting of the Comprehensive Plan consisted of; three open houses, one community workshop, website surveys, pop-up community meetings, and Steering Committee meetings.
- The remaining steps include; review of Chapters 6, 7, and 8 of the Comprehensive Plan, Planning and Zoning Commission holding a public hearing on the Comprehensive Plan, and a kick-off meeting and adoption of the Plan.
- The Comprehensive Plan is a 20-year document which should have a general directional and implementation aspects. The Plan will be reviewed once every five years.
- The Comprehensive Plan will be a tool to help guide the decisions of the Planning and Zoning Commission.
- Over the next month work on the Comprehensive Plan will be taken over by internal staff.
- It was requested that implementation into how to save houses be included in the Landmarks section of the Plan, that there be a broader spectrum of inclusion regarding the Kirkwood Public Library, and that shared parking be included in the section regarding Expanding Parking Downtown.
- Question was raised regarding if there is an avenue that would address the aging population and aging in place.
- The draft Comprehensive Plan will be provided to the City Council prior to Planning and Zoning Commission holding a public hearing.

DISCUSSION OF EXTRANEIOUS R-O-W

Chief Administrative Officer Russell Hawes and Director of Public Services Bill Bensing brought to the council's attention and discussed a request from the property owners of 740 N. Kirkwood Road to transfer the easement behind the property to the property owners.

Over the past several years staff has been developing a list of City owned properties that have very little use and/or value to the City. Staff recommends identifying and putting together a list of the parcels that have no monetary value to bring before the City Council.

Motion was made by Council Member Sears and seconded by Council Member Ward to allow the transfer of ownership of the easement at the back property line of 740 N. Kirkwood Road to the property owners of 740 N. Kirkwood Road. The motion was unanimously approved.

TOWN HALL MEETINGS DISCUSSION

Mayor Griffin brought to the Council's attention the idea of bringing back Town Hall Meetings. The idea is to have three Town Hall meetings a year, at City Hall, with themes and topics. It was recommended that topics should be things that are generally misunderstood by the public. Chief Administrative Officer Russell Hawes recommended having a Town Hall meeting in March 2017, prior to the April 2017 election, with the topic being about taxes.

MOTION TO CLOSE THE MEETING

Motion was made by Council Member Sears and seconded by Council Member Duwe to close the meeting pursuant to RSMo Chapter 610.021 (1) Approval of Closed Session Minutes.

Roll Call Vote as Follows:

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

The meeting was closed.

MOTION TO OPEN THE MEETING

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

Roll Call Vote as Follows:

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

The meeting was opened and adjourned

Laurie Asche, CMC/MRCC
Deputy City Clerk