



WHERE COMMUNITY AND SPIRIT MEET®

WORK SESSION MINUTES

A work session of the Kirkwood City Council was held on February 4, 2016, at 5:30 p.m. Present were Mayor McDonnell, Council Members Biedenstein, Griffin, Jaksetic, Luetzow, Sears, and Ward. Also in attendance were Chief Administrative Officer Russell Hawes, City Clerk Betty Montañó, and Public Information Officer Beth von Behren.

APPROVAL OF WORK SESSION MINUTES

Motion was made by Council Member Griffin and seconded by Council Member Luetzow to approve the meeting minutes of January 21, 2016. The motion was unanimously approved.

CAO BUDGET MESSAGE DISCUSSION

Chief Administrative Officer Russell Hawes was in attendance to discuss the CAO Budget Message. Some of the issues discussed are as follows:

- Primary Capital Improvements were discussed. Some of the Capital Improvements are as follows:
 - Administrative Department: Replacement vehicle for the current Ford Escape. The current vehicle would be used by the new Custodian position, if approved by council.
 - MIS: New storage area network and server upgrades.
 - Building Services: Painting of Fire Houses #1 and #3, and will share in the cost of the new Purchasing/Utilities Heat Pump.
 - Police Department: Purchase three new patrol vehicles, a detective vehicle, two lease vehicles, and mobile data terminals. A discussion took place.
 - Council Member Biedenstein joined the meeting.
 - Fire Department: Laptop computers for vehicles, physical training equipment, new appliances, and furniture replacement.
 - Public Services: Two new pickup trucks. One truck would be used by the new Forester position, if approved by council. If the position is not approved then the funds for the second truck will be removed from the budget. Infrastructure Improvements include; Street Restoration Program, 50/50 Sidewalk Program, Emmerson Culvert Replacement, and Quan Intersection Improvements. A discussion took place. Backup information, including a roadway plan and cost estimate, was requested. Staff will provide council with the requested information prior to the next council meeting.
 - Street Department: Prime tank, two crew cabs, and a cold plane miller.
 - Water Department: Funding for water main replacement. A discussion took place regarding Operational Improvements.
 - Sanitation Department: A study is currently underway that will help determine what to do with the current commercial sanitation operation. The study will be done in mid-April. The scope of the study is focused on commercial, but will be looking at the overall operations; routes, communication aspects, etc. The study will not include residential. Question was raised regarding the current fuel costs and it was requested that information be provided that include the actual fuel costs by department. Staff will provide the requested information prior to the next council meeting.
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- Recreation: Fillmore Park Development, pool painting and repairs, and Emmerson Culvert Replacement. The Emmerson Culvert Replacement is a 50/50 sharing with Public Services. A discussion took place regarding the Aquatic Center.
- Electric Department: Distribution System (circuit upgrades), signal modernization, automated meter reading, and SCADA system. Two electric charging stations are being proposed. A discussion took place regarding the Redevelopment Initiative.
- More information on the implementation of the data driven decision making was requested. Chief Administrative Officer Russell Hawes gave a brief explanation.

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

Betty Montaña, MMC/MPCC
City Clerk