



WHERE COMMUNITY AND SPIRIT MEET®

WORK SESSION MINUTES

A work session of the Kirkwood City Council was held on January 21, 2016, at 7:00 a.m. Present were Mayor McDonnell, Council Members Biedenstein, Griffin, Luetzow, Sears, and Ward. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer Georgia Ragland, City Clerk Betty Montañó, and Public Information Officer Beth von Behren. Council Member Jaksetic was absent and excused.

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 14, 2016. The motion was unanimously approved.

PUBLIC SERVICES DEPARTMENTS BUDGET DISCUSSION

Director of Public Services Bill Bensing was in attendance to discuss the Public Services department's budget. Some of the issues discussed are as follows:

- Street Department:
 - Other Professional Services line item increased due to outsourcing tree trimming so the Street Department employees can focus on preventative maintenance of streets. Can save money doing street maintenance internally.
 - Street Maintenance increased due to increasing usage of asphalt and concrete for preventative maintenance.
 - The Street Department budget increased approximately 16% from the previous year.
 - A discussion took place regarding the proposed City Forester position. If the City Forester position is not approved the funds will be put towards lawn maintenance.
 - A discussion took place regarding the proposed Administrative Assistant for the Street/Sanitation Departments. The position would not increase full-time salaries in the Street Department.
- Engineering & Planning Department:
 - There is an increase in full-time salaries for the proposed City Forester and Assistant City Planner positions.
 - Professional Services line item increased due to increasing storm water problems and the increase of impervious services. Would like to have a consultant do an assessment on how to handle the storm water problems. A discussion took place.
 - A discussion took place regarding federal grants and grant applications.
- Building Department:
 - The Building Department's Insurance Service Office rating is a 9, with 10 being the worst. A discussion took place regarding the proposed Building Inspector position.
- Water Department:
 - A Water Base Charge line item was added for just the base charge for the meter for allow for better tracking.
 - The Infrastructure Renewal Fee is based on water usage.



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

Betty Montañó, MMC/MPCC
City Clerk