



WHERE COMMUNITY AND SPIRIT MEET™

**City of Kirkwood  
City Council Work Session  
Thursday, November 7, 2024**

**5:30 p.m.**

**City Hall, Main Level Conference Room  
139 S. Kirkwood Rd.  
Kirkwood, MO 63122  
(Posted November 5, 2024)**

*(Please note that work sessions are for council discussion only and there will be no public comment portion of the meeting. When a topic is completed the council will immediately move on to the next item on the agenda.)*

- I. Approval of the October 17, 2024 Work Session Minutes**
- II. Boards and Commissions Policies**
- III. Digital Speed Signs and Update on Crosswalk Safety Signs**
- IV. Motion to close the meeting pursuant to RSMo Chapter 610.021 (1-Legal)**
- V. Motion to open the meeting**
- VI. Meeting Adjournment**

**Kirkwood City Council:** Mayor Liz Gibbons, Council Members Gina Jaksetic, Nancy Luetzow, Mark McLean, Al Rheinnecker, Paul Schaefer, and Mark Zimmer

**Contact Information:** For full City Council contact information visit [www.kirkwoodmo.org/council](http://www.kirkwoodmo.org/council). To contact the City Clerk call 314-822-5802. To contact the Chief Administrative Officer call 314-822-5803.

**Accommodation:** The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as CD by calling 314-822-5802.



WHERE COMMUNITY AND SPIRIT MEET®

## **WORK SESSION MINUTES**

A work session of the Kirkwood City Council was held on October 17, 2024, at 5:30 p.m. at Kirkwood City Hall, 139 S. Kirkwood Road, Kirkwood, Missouri. Present Deputy Mayor Zimmer, Council Members Jaksetic, Luetzow, Rheinacker, and Schaefer. Also in attendance were Chief Administrative Officer Russ Hawes, Assistant Chief Administrative Officer David Weidler, City Clerk Laurie Asche, Communications Manager Jessica Winter, and Parks and Recreation Director Kyle Henke. Mayor Gibbons and Council Member McLean were absent and excused.

### **APPROVAL OF THE OCTOBER 10, 2024 WORK SESSION MINUTES**

Motion was made by Council Member Schaefer and seconded by Council Member Luetzow to approve the minutes of the October 10<sup>th</sup> Work Session minutes.

### **DEER FEEDING PROHIBITION DISCUSSION**

Council Member Luetzow discussed deer issues with the Council. In 2018, a deer count was done. Powder Valley conducts a controlled Deer hunt to limit the population. The City of Des Peres conducts a controlled Deer Hunt using archery. Several Counties have passed Ordinances that prohibit feeding deer. Council Member Luetzow suggests prohibiting the feeding of deer, as it could cause chronic wasting disease.

Some discussion took place as follows:

- A question was raised about why prohibiting the feeding of deer didn't start years ago.
- Concerns were raised about prohibiting feeding, which might be challenging to enforce.
- A question was raised asking if it would be possible to sterilize male deer.
- A question was raised about whether the City should prohibit subliminal feeding to all wildlife.
- A question was raised asking how to get the word out to residents.

It was the consensus of the Council to draft legislation to prohibit the feeding of Deer.

### **EMPLOYEE COMPENSATION UPDATE**

Assistant Chief Administrative Officer David Weidler provided the council with a market update. The City of Kirkwood contracted with McGrath Human Resources Group to perform a market update for compensation and benefits. In December 2023, the city provided McGrath Group with current compensation and benefits information and solicited data from comparable organizations in the area. The City's current compensation was reviewed against the market at the 55<sup>th</sup>, 65<sup>th</sup>, 75<sup>th</sup>, and 80<sup>th</sup> percentiles. The process consisted of reviewing each position's job description and classification to comparators.

The McGrath Group also reviewed the city's pension benefits. The City of Kirkwood, Des Peres, and Chesterfield are unique municipal employers in Missouri, as we provide defined contribution plans paired with deferred compensation 457(b) voluntary plans. The City of Kirkwood offers a 6.5% contribution to our defined contribution plan, and the City Council approved in March a one percentage point increase in the match to our deferred compensation 457(b) voluntary plan, increasing the match from 2% to 3% for a total provided compensation of up to 9.5%. With this change, our City contribution to retirement benefits is now higher than our defined contribution comparators. The City of



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Kirkwood provides multiple levels of health insurance, allowing the employee to determine their acceptable level of risk vs the cost of premium payments.

With the addition of Juneteenth in 2022, Kirkwood provides 11 holidays, with our comparators providing between 10 and 12 per year. Kirkwood is also competitive amongst its comparators, providing a maximum of 25 days of vacation for 17 years of employment. The City provides 12 sick days per year up to a maximum accumulation of 135 days/1,040 hours (equivalent to 1,456 hours for fire personnel). Parental Leave was added in 2022; Kirkwood provides its employees with 3 weeks of parental leave. The City provides Life Insurance and Accidental Death and Dismemberment Insurance benefits to its employees for life insurance in the amount of 4X – 1X annual salary for civilian employees and yearly 6x-1x salary for police and fire employees with a maximum benefit of \$400,000 based upon the employees' age. The City provides Long Term Disability policy that compensates up to 60% of an employee's salary with a maximum benefit of \$8,000 per month with a waiting period of 180 days. The City provides the option of an employee-paid benefit for short-term disability, which provides compensation of up to 60% of an employee's salary with a maximum benefit of \$2,000 per week for up to 24 weeks.

Some discussion took place as follows:

- A question was raised asking how many employees contribute to deferred comp.
  - Most employees who are eligible are participating.
  - Some employees withdraw from their deferred comp after employment separation with a penalty.
- A question was raised about how often the City checks the health insurance market to stay self-insured.
  - The health of the plan is evaluated annually.
  - An overall plan review is done every 2-3 years.
- A question was raised about what the city pays in contribution per employee.
- A question was raised about whether self-insure covers dental and vision.
  - No, those are separate plans.
- A question was raised about whether prescription benefits are tied to medical benefits.
  - Yes, costs are on an employee basis
- A question was raised asking if Slate has been considered.
  - Slate is a pooled insurance. In the past, they did not want to work with Kirkwood because of our Utilities. If Kirkwood were to join Slate and decide to leave, we would have to pay a runout rate.
- A question was raised asking how many employees have insurance coverage.
  - 290 employees are covered.
- A question was raised about whether health insurance is provided to part-time employees.
  - Part-time employees who work under 30 hours a week do not receive health benefits.
- A question was raised about the value of the pension trust fund.
- A suggestion was made to offer Long-term Disability after 90 days.
  - The City will evaluate that for next year



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- A question was raised about deferred comp being included in compensation when looking at salary.
- A question was raised about whether employees can withdraw money from their deferred comp once they are no longer employed with the City.
  - Yes, but they will be taxed.
- A question was raised about the 529 plan.
  - 529 Plan is a tax-advantaged savings plan designed to help families save for college and other expenses.
- A question was raised about whether the Housing Authority, Special Business District, and the Kirkwood Library receive health insurance from the City.
  - Yes, they utilize the City for their health insurance.

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

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Laurie Asche  
City Clerk

Meeting Date	Mark Campbell	Chris Burton	Don Anderson	Michael Marlo	Dick Gordon	Ninad Garware	Ben Arenberg	Pat Jones	Don Hussman	Todd Neu
<b>2023 ARB MEETINGS</b>										
3-Jan	0	1	1	1	1			1	0	0
17-Jan	0	1	0	1	1			1	1	0
6-Feb	1	1	1	1	1			0	0	0
21-Feb	0	1	1	0	1			1	0	0
6-Mar	1	1	1	1	1			0	0	0
20-Mar	0	1	1	1	1			0	1	0
3-Apr	1	1	1	1	1			0	0	0
17-Apr	0	1	1	1	1			1	0	0
1-May	1	1	1	1	1			0	0	0
15-May	0	1	1	1	1			1	0	0
5-Jun	0	0	1	1	1			1	0	0
20-Jun	1	1	1	1	1			0	0	0
3-Jul	0	1	1	1	1			0	0	0
17-Jul	1	1	1	1	1			0	0	0
7-Aug	0	1	1	1	1			0	1	0
21-Aug	1	1	1	1	1			0	0	0
5-Sep	1	1	1	1	1			0	0	0
18-Sep	1	1	1	1	1			0	0	0
2-Oct	1	1	1	1	1			0	0	0
16-Oct	0	1	1	1	1			0	0	0
6-Nov	0	1	1	1	1			1	1	0
20-Nov	0	1	1	1	1			1	0	0
4-Dec	0	1	1	0	1			1	0	0
18-Dec	0	1	1	1	1			0	0	0
TOTAL	10	23	23	22	24			9	4	0
% of Meetings	42%	96%	96%	92%	100%			38%	17%	0%
<b>2024 ARB MEETINGS</b>										
2-Jan	0	1	1	1	1			1	0	0
16-Jan	0	1	1	1	1			0	0	0
5-Feb	1	1	0	1	1			0	0	0
20-Feb	0	0	1	1	1			1	0	0
4-Mar	0	1	1	0	1			0	0	0
18-Mar	0	1	1	1	1			0	0	0
1-Apr	1	1	1	1	1			0	0	0
15-Apr	1	1	1	1	1			0	0	0
6-May	1	1	1	1	1			0	0	0
20-May	1	1	1	1	1			0	0	0
3-Jun	0	1	1	1	1			0	0	0
17-Jun	0	1	1	1	1			0	0	0
1-Jul	1	1	1	1	1			0	0	0
15-Jul	1	1	1	1	1		1	0	0	0
5-Aug	0	0	1	0	1		1	0	0	0
19-Aug	0	1	1	1	1		1	0	0	0
TOTAL	7	14	15	14	16		3	2	0	0
% of Meetings	44%	88%	94%	88%	100%		75%	13%	0%	0%

# Arts Commission

## Meeting Date Current members who were absent

1/17/2023 Andy Palambo  
2/21/2023 Andy Palambo  
3/21/2023 Andy Palambo  
4/18/2023 Andy Palambo, Mark Braun, Erika Whitaker  
5/16/2023 Zoe Perkins, Rachel Brandt  
7/18/2023 Andy Palambo, Mark Braun  
8/15/2024 Andy Palambo, Erika Whittaker, Rachel Brandt  
10/17/2023 Andy Palambo, Mark Braun  
11/21/2023 Andy Palambo, Erika Whitaker, Mary Butkus  
12/19/2023 Andy Palambo, Rachel Brandt, Glenda Hares  
1/16/2024 Andy Palambo  
3/19/2024 Rachel Brandt, Erika Whitaker  
4/16/2024 Andy Palambo, Mark Braun  
5/21/2024 Andy Palambo, Mark Braun, Rachel Brandt  
6/18/2024 Andy Palambo, Mark Braun, Rachel Brandt  
7/16/2024 Andy Palambo, Mark Braun, Rachel Brandt



Meeting Date	Cindy Coronado	Pat Jones	Kirk Hutchinson	Sandy Behrens	Gerry Bidenstein	Gil Kleinknecht	Paul Ward
<b>2023 BOA MEETINGS</b>							
9-Jan							
13-Feb							
13-Mar	0	1				1	1
10-Apr	1	1				0	0
8-May	1	1				1	0
12-Jun	1	1				0	0
10-Jul							
14-Aug	1	1				0	0
11-Sep	1	1				1	0
9-Oct							
13-Nov	1	1				0	0
11-Dec	1	1				0	0
Total	7	8				3	1
% of Meetings	88%	100%				38%	13%

**2024 BOA MEETINGS**

8-Jan	1	1				0	0
12-Feb	1	1				0	0
11-Mar							
8-Apr	1	1				0	0
13-May							
10-Jun	1	1				1	1
10-Jul	1	1	1	1	1	0	0
12-Aug	1	1	1	1	1	0	0
Total	6	6	2	2	2	1	1
% of Meetings	100%	100%	100%	100%	100%	17%	17%



Civilian Pension

February 2023

**Board Members Present**

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Josh Loeffler, Chair  
Tim Engelbrecht, Secretary/Treasurer  
Jeff Holley  
Josh Wright  
Mark Petty  
Jill Potts

**Board Members Absent**

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David Brandt

May 2023

**Board Members Present**

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Josh Loeffler, *Chair*  
Tim Engelbrecht, *Secretary/Treasurer*  
David Brandt  
Jeff Holley  
Mark Petty  
Jill Potts

**Board Members Absent**

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Josh Wright

December 2023

**Board Members Present**

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Tim Engelbrecht, *Secretary/Treasurer*  
David Brandt  
Mark Petty  
Jill Potts

**Board Members Absent**

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Jeff Holley  
2 Vacant

February 2024

**Board Members Present**

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Tim Engelbrecht, *Chair*  
David Brandt, *Secretary/Treasurer*  
Jeff Holley  
Mark Petty  
Dean Shillito

**Board Members Absent**

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Jill Potts  
1 Vacant

May 2024

**Board Members Present**

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David Brandt, *Secretary/Treasurer*

Jamal Dillahunt

Jeff Holley

Jill Potts

Dean Shillito

**Board Members Absent**

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Tim Engelbrecht, *Chair*

1 Vacant

# Finance Department

## Memorandum

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**TO:** Laurie Asche, City Clerk

**FROM:** Jennifer Forgy, Assistant Finance Director

**DATE:** August 29, 2024

**RE:** Citizens Finance Committee Attendance

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Laurie,

Below is the information requested regarding attendance to Citizen Finance Committee meetings for the timeframe of January 1, 2023 to current. There were four meetings out of twenty for that timeframe where all members attended in person.

### Absences

9/15/2023	Tom Feiner
9/29/2023	Josh Loeffler
10/6/2023	Doug Coombs
10/13/2023	Hunter Martiniere
10/27/2023	Josh Loeffler
11/3/2023	Randy Moore & Hunter Martiniere
11/10/2023	Matt Kersting
12/1/2023	Josh Loeffler & Randy Moore
12/8/2023	Brian Gill & Hunter Martiniere
12/22/2023	Brian Gill, Hunter Martiniere & Randy Moore

### Attended By Phone

10/13/2023	Tom Feiner
11/3/2023	Josh Loeffler
12/15/2023	Matt Kersting

# Greenlee Festival Committee

## Meeting Date Current members who were absent

2/2/2023

3/29/2023

4/26/2023

5/24/2023 Ryan Geringer

6/28/2023

7/30/2023

8/30/2023

9/27/2023

1/24/2024

2/28/2024 Andrew Stream

3/27/2024

4/24/2024

5/22/2024 Andrew Stream

6/26/2024 Ryan Geringer



## Industrial Development Authority Attendance

August 31, 2023 – Brian Gill, Ryan Molen, Scott Barthelmass, Ron Evens (John Bickel Jr. – no longer a current member)

August 28, 2024 – Brian Gill, Scott Barthelmass, Ron Evens, Mike Waters (Ryan Molen absent)

Meeting Date	Ryan Molen	Aaron Senne	Noelle Seymour	Michael Karpowicz	Kristy Piasecki	Linda Hervatin	Ron Ruzicka
<b>2023 LANDMARKS MEETINGS</b>							
11-Jan	1	1	1				
8-Feb	1	1	0				
8-Mar	1	1	0				
12-Apr	1	1	1				
10-May	1	1	1				
14-Jun	1	1	1				
12-Jul	1	1	0	1	1		
9-Aug	1	1	1	1	1		
13-Sep	0	0	1	1	0		
8-Nov	0	1	0	1	1		
13-Dec	1	1	0	0	1		
TOTAL	9	10	6	4	4		
% of Meetings	82%	91%	55%	80%	80%		
<b>2024 LANDMARKS MEETINGS</b>							
10-Jan	1	1	1	1	1		
14-Feb	0	1	0	1	1		
13-Mar	1	1	1	1	0		
10-Apr	1	1	0	1	1		
8-May	1	1	1	1	0		
23-May	1	1	1	1	1		
12-Jun	0	1	0	0	1		
10-Jul	1	0	0	1	1	1	1
14-Aug	1	0	0	1	1	1	1
TOTAL	7	7	4	8	7	2	2
% of Meetings	78%	78%	44%	89%	78%	100%	100%

## Library Board Attendance

Feb 2023 Absent - Price, McKee

March 2023 Absent - None

April 2023 Absent - No current absent

May 2023 -Absent - Reyes-Jones

June 2023 Absent - No current absent

July 2023 Absent - None

August 2023 - No meeting

September 2023 Absent - Price

October 2023 Absent - Harms, McKee, Reyes-Jones

November 2023 Absent - McLaughlin

December 2023 - No meeting

January 2024 - Absent - Smith

February 2024 Absent - Reyes-Jones

March 2024 - No meeting

April 2024 Absent - McKee

May 2024 Absent - None

June 2024 No meeting

July 2024 - Absent - Wolshock, Price

August 2024 Absent - Harms, Missey



# Local Housing Authority

## Request from Mayor Gibbons

From: Laurie Asche (aschelb@kirkwoodmo.org)

To: raichejd@kirkwoodmo.org; lowryag@kirkwoodmo.org; hoerrla@kirkwoodmo.org; henkekk@kirkwoodmo.org; wardbm@kirkwoodmo.org; carronjd@kirkwoodmo.org; slybm@kirkwoodmo.org; winterja@kirkwoodmo.org; weidledc@kirkwoodmo.org; pettyma@kirkwoodmo.org; forgyjl@kirkwoodmo.org; christa@kirkwoodpubliclibrary.org; kirkwoodha@sbcglobal.net; depoe@downtownkirkwood.com

Cc: hawesrb@kirkwoodmo.org

Date: Wednesday, August 28, 2024 at 02:37 PM CDT

Good Afternoon,

Mayor Gibbons would like to be provided with attendance records for your Board/Commission Members from Jan. 1, 2023 to current, only for current serving members. The Mayor intends to discuss Board/Commission Member attendance with the Council in a work session in possibly Oct. So, if you could, please provide the information to me sometime within the next couple of weeks.

I have passed this request by CAO Hawes and he has authorized this request to be sent to all of you.

Thank you,

Laurie Asche  
City Clerk  
City of Kirkwood  
139 S. Kirkwood Road  
Kirkwood, MO 63122  
Office: 314.822.5802 | Fax: 314.822.5863  
[www.kirkwoodmo.org](http://www.kirkwoodmo.org)

		2023	
		Jan	—
		Feb	Michelle Storgion
		March	Mary Ann Peters
		April	—
		MAY	—
		June	Gerald DeWolf
		July	—
		AUG	— vacation month
		Sept	Mary Ann Peters
		Oct	—
		Nov	Michelle Storgion
		Dec	

  

		2024	
		Jan	Gerald DeWolf
		Feb	—
		March	Gerald DeWolf
		April	—
		MAY	Gerald - Carole Fitzgerald
		June	Gerald DeWolf
		July	—
		AUG	— vacation month

# Park Board

Meeting Date	Current members who were absent
1/23/2023	
2/27/2023	
3/13/2023	Nate Wurtz
5/15/2023	Jordan Wienke
6/26/2023	Kevin Miller
8/21/2023	
9/25/2024	Nate Wurtz, Lauren Nieman, Becky Jones
10/16/2023	Nate Wurtz
11/20/2023	Steve Ostrowski, Nate Wurtz, Christopher Molitor
12/18/2023	Kevin Miller, Becky Jones
1/29/2024	Christopher Molitor
2/26/2024	Lauren Nieman, Becky Jones
3/25/2024	Ellen Edman
4/15/2024	Steve Ostrowski, Lauren Nieman
5/20/2024	Jordan Wienke, Kevin Miller
6/17/2024	Kevin Miller
7/15/2024	Kevin Miller, Lauren Nieman
8/19/2024	Becky Jones

**PLANNING AND ZONING COMMISSION**

**ATTENDANCE**

**JANUARY TO MAY 2023**

	1/4	1/18	2/1	2/15	3/1	3/15	4/5	4/19	5/3	5/17	TOTAL	
2	CANCELLED, NO BUSINESS											
James Dietl 966-8000-x803 cell: 314-412-4100	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	No	Yes	5/7	71%
3	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	Yes	Yes	6/7	86%
David Eagleton, S/IT 1-636-346-9343 (packet)	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	Yes	Yes	6/7	86%
1	No	Yes	Yes	CANCELLED, NO BUSINESS				Yes	Yes	Yes	6/7	86%
Jim Adkins, Chair 314-503-6224	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	Yes	Yes	6/7	86%
4	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	Yes	Yes	6/7	86%
Ron Evens 314-440-822359 (packet)	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	Yes	Yes	6/7	86%
5	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	Yes	Yes	6/7	86%
Thomas Feiner, VC 314-821-4232 (packet)	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	Yes	Yes	6/7	86%
6	Yes	Yes	No	CANCELLED, NO BUSINESS				Yes	No	Yes	5/7	71%
Mary Lee Salzer-Lutz 314-412-7895 (packet)	Yes	Yes	No	CANCELLED, NO BUSINESS				Yes	No	Yes	5/7	71%
7	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	No	Yes	6/7	86%
Sandy Washington 314-406-6299 (packet)	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	No	Yes	6/7	86%
8	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	Yes	Yes	6/7	86%
Darrell Scott 314-650-5438	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	Yes	Yes	6/7	86%
9	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	Yes	Yes	7/7	100%
Allen Klippel 314-749-2924 (packet)	Yes	Yes	Yes	CANCELLED, NO BUSINESS				Yes	Yes	Yes	7/7	100%
<b>Attendance at Meeting</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>CANCELLED, NO BUSINESS</b>				<b>8</b>	<b>7</b>	<b>9</b>		

**PLANNING AND ZONING COMMISSION  
ATTENDANCE**

**JUNE TO DECEMBER 2023**

	6/7	6/21	7/5	7/19	8/2	8/23*	9/6	9/20	10/4	10/18	11/1	11/15	12/6	12/20	TOTAL	
James Diet 966-8000-x803 cell: 314-412-4100															0/4	0%
2 David Eagleton, S/F 1-636-346-9343 (packet)															4/5	80%
1 Jim Adkins, Chair 314-503-6224															5/5	100%
3 Ron Evens 314-440-8359 (packet)															5/5	100%
4 Thomas Feiner, VC 314-821-4232 (packet)															4/5	80%
5 Mary Lee Salzer-Lutz 314-412-7895 (packet)															4/5	80%
6 Sandy Washington 314-406-6299 (packet)															3/5	60%
7 Darrell Scott 314-650-5438															4/5	80%
8 Allen Klippel 314-749-2924 (packet)															5/5	100%
9 Karen Coulson 636-544-5533															3/4	75%
<b>Attendance at Meeting</b>																

\*Special Called Meeting

**PLANNING AND ZONING COMMISSION  
ATTENDANCE  
JANUARY TO MAY 2024**

	1/3	1/17	2/7	2/21	3/6	3/20	4/3	4/17	5/1	5/15	TOTAL	
2	David Eagleton, S/F 1-636-346-9343 (packet)	Yes	Yes	Yes	CANCELLED, NO BUSINESS	No	Yes	CANCELLED, NO BUSINESS	Yes	Yes	6/7	86%
1	Jim Adkins, Chair 314-503-6224	Yes	Yes	Yes		Yes	Yes		Yes	Yes	No	No
3	Ron Evens 314-440-8359 (packet)	Yes	Yes	Yes	CANCELLED, NO BUSINESS	Yes	Yes	CANCELLED, NO BUSINESS	Yes	Yes	7/7	100%
4	Thomas Feiner, VC 314-821-4232 (packet)	Yes	Yes	Yes		Yes	Yes		Yes	Yes	No	No
5	Mary Lee Saizer-Lutz 314-412-7895 (packet)	Yes	Yes	Yes	CANCELLED, NO BUSINESS	No	No	CANCELLED, NO BUSINESS	No	Yes	4/7	57%
6	Sandy Washington 314-406-6299 (packet)	Yes	No	No		Yes	Yes		Yes	No	No	Yes
7	Darrell Scott 314-650-5438	Yes	Yes	Yes	CANCELLED, NO BUSINESS	Yes	No	CANCELLED, NO BUSINESS	Yes	Yes	6/7	86%
8	Allen Klippel 314-749-2924 (packet)	No	Yes	Yes		Yes	Yes		Yes	Yes	Yes	Yes
9	Karen Coulson 636-544-5533	Yes	No	Yes	CANCELLED, NO BUSINESS	No	Yes	CANCELLED, NO BUSINESS	Yes	Yes	5/7	71%
	<b>Attendance at Meeting</b>	<b>8</b>	<b>7</b>	<b>8</b>			<b>6</b>		<b>7</b>		<b>7</b>	<b>7</b>





*we been fixing*

**KUFC Meeting Attendance**

**Members**

Meeting Dates	Mike Hankins	Tanner Craft	Chris Molitor	Mariah Harris	Shane Staten	Renee Werner	JoAnne Osbourn	Tim Cox	John Baker	Brandon Larkin
1/24/23	X	X	X	X	X	X				
2/28/23	X	Absent	X	X	X	X				
3/28/23	X	Absent	X	X	X	X				
4/25/23	X	Absent	X	X	X	X				
5/23/23	X	X	Absent	X	X	X				
6/27/23	No meeting held due to the fact several commission members announced they would be absent									
7/25/23	X	Absent	X	X	X	X				
8/22/23	X	X	X	Absent	X	X				
9/26/23	X	X	X	X	Absent	X				
10/3/23	X	Absent	X	X	X	X				Special Meeting
10/24/23	No meeting held due to the fact several commission members announced they would be absent									
11/28/23	Meeting Held, No Notes Located - Welcomed JoAnne and Tim to Board									
1/23/24	X	Absent	X	Resigned	X	Resigned	X	Absent		
2/27/24	No meeting held due to the fact several commission members announced they would be absent									
3/26/24	X	Absent	X		X		X	Absent	X	
4/23/24	X	X	X		X		X	X	X	
5/28/24	X	Absent	X		X		X	X	Absent	
6/25/24	X	X	X		X		X	X	X	
7/23/24	X	X	X		X		X	X	X	X
8/27/24	X	X	X		X		X	Absent	X	X



	A	B	C	D	E	F
1	Board/Commission	Municiple Code/Ordinance	Tools	Responsibilities/Powers and Duties	Term length/# of Terms	Composition
2						
3	<b>ARB</b>	Chapter 2 - Administration	Guidelines - Architectural	Single family residential design review - review building	3 years	7 members - 4 have to be from Kirkwood -
4		Article VII - Division 3	Guidelines/Window Trim	plans for all new single-family residences/additions/	Shall serve until a successor is	3 can be from outside of Kirkwood-own a
5			ARB Application	accessory structures - offer design suggestions to help	duly appointed and qualified	business in Kirkwood or are professionals
6				comply with City design guidelines		in architecture, landscape design, graphic
7						arts, industrial design, urban planning or
8			Sign Code	Reviews and approves all sign applications		similar fields
9						Prefer - 1 member commercial property
10			ARB Commercial Building	Reviews building applications for new construction/		owner/business owner/operator/employee
11			Application	additions/renovations of building exteriors for		and 2 members who are professionals in
12				non-residential and multi-family residential for		above descriptor
13				compliance with development criteria		3 alternative members (serve in absence)
14						
15						Appointed by Mayor/approval by council
16						(quorum is 4)
17						
18	<b>Arts Commission</b>	Chapter 2 - Administration	Public Art Policy/Procedures -	Promotes and sponsors the arts and participation in	3 years	9 members - at least 6 must be Kirkwood
19		Article VII - Division 8	approved/adopted by Council	the arts	Shall serve until a successor	residents
20		Ordinance 10134 (6/13/2013)	3/16/2017	Duties and responsibilities listed in Municipal Code	is duly appointed and	Members shall have an interest in the arts
21				Chapter 2 - Administration; Article VII - Division 8	qualified	
22						(Ordinance 10134 had 7 members with at
23						least 5 Kirkwood residents)
24						
25						
26						
27	<b>Aquatic Advisory Board</b>	Est. in 1999 in accordance			3 year	
28		with the Tri-City Aquatic Center			May not be reappointed	
29		Agreement/Kirkwood, Glendale,			without a 1 year absence	
30		Oakland				
31						
32						
33	<b>Board of Adjustment</b>	Chapter 2 - Administration	City of Kirkwood Residents' Guide	Powers and Duties listed in Municipal Code - Division 10	5 years	5 members - residents of Kirkwood
34		Article VII - Division 10	to the Board of Adjustment		Shall serve until a successor	3 alternative members (serve in absence)
35			BOA Application		is duly appointed and	Appointed by Mayor/approved by Council
36					qualified	
37						4 members constitutes a quorum for
38						conducting business
39						
40						
41						
42						
43						
44						
45	<b>Citizens' Finance</b>	Chapter 2 - Administration	Information from Finance Dept	Purpose of Committee - Municipal Code -Chapter 2	3 years	8 members
46	<b>Committee</b>	Article VII - Division 6	and Dept Heads	(Administration); Article VII - Division 6	Shall serve until a successor	Appointed by the Mayor/approval of
47			Draft Budget Message	Report findings/recommendations to the City Council after	is duly appointed and	Council
48				review done	qualified	
49				Advisory body to the Council		
50						

	A	B	C	D	E	F
51						
52						
53	<b>Civilian Pension Board</b>	Appendix F		Powers and Duties listed in Appendix F	Appointed members - 3 years	7 members - 5 appointed by the City
54		ecode360.c0m			Elected members - 2 years	Council (non-employees) and 2 employees
55						of the City elected by the employees
56						
57						Quorum - 4 members
58						
59						
60	<b>Downtown SBD</b>	Chapter 6 - Business	Boundaries	Sets strategic goals/allocates the budget for the downtown	3 years/2 consecutive	9 members - qualifications tied to SBD
61	<b>Advisory Commission</b>	Redevelopment - Article II	Bylaws	Kirkwood organization/submits budget for approval		Members nominated by SBD
62				by City Council		nominating committee - voted on by
63				Duties of the advisory commission listed in Article II		members of SBD
64						No member of the municipal gov't can be
65						a member of this commission
66						
67	<b>Farmer's Market</b>	Chapter 2 - Administration		Duties listed in Chapter 2 - Administration; Article VIII	3 years	5 members
68	<b>Advisory Committee</b>	Article VIII -Kirkwood			Serve not more than 2	Members nominated by SBD
69		Farmers' Market			consecutive terms	3 have to be residents
70						No more than 2 shall be members of the
71						SBD
72						City council shall approve nominees
73						
74						
75						
76	<b>Greentree Festival</b>			Responsible for planning the City's annual Greentree	3 years	3 appointed members - + others
77	<b>Committee</b>			Festival		
78						
79						
80	<b>Human Rights</b>	Chapter 12 - Article I, II, III	HRC Mediation Agreement/	Powers and Duties listed in Municipal Code - Chapter 12	3 years	9 members - residents of Kirkwood
81	<b>Commission</b>		Supporting Documents	Includes developing a strategic plan for accomplishing	Shall serve until a successor	Appointed by the City Council
82			Fair Housing Code	the goals/responsibilities outlined in the ordinance, to be	is duly appointed and	
83				re-evaluated every 3 years (last one 1/29/22)	qualified	
84				Complaint; investigation by the commission; informal		
85				conciliation; hearing; enforcement by the city		
86				Authority and responsibility for administrating the		
87				"Fair Housing Code"		
88						
89						
90						
91						
92	<b>Industrial Development</b>	Appendix D		Meet as needed - file annual report with City	6 years	5 members
93	<b>Authority</b>	ecode360.c0m		Council and include audited financial statements -		
94				Industrial Revenue Bonds/other related to		
95				commercial development		
96						
97						
98	<b>Landmarks Commission</b>	Chapter 2 - Administration	Historic Preservation webpage -	Certificate of Appropriateness - CoA review for	3 years	7 members - residents of Kirkwood
99		Article VII - Division 9	Landmarks/HistoricDistricts/	Demolition/Alterations/New Construction		Appointed by City Council
100			Design Guidelines	Powers and Duties listed in Municipal Code - Division 9		To the extent available in the city, shall
101			Landmarks Commission Brochure			include members representing architecture,

	A	B	C	D	E	F
102			Historic District Nomination			architectural history, history, archaeology,
103			Guidelines			planning, urban design, cultural geography,
104						or any other field related to historic
105						preservation
106						
107						
108	<b>Library Board</b>	<i>Has bylaws</i>		<i>Bylaws list Duties of the Officers, Duties of the</i>	<i>3 years</i>	<i>9 members</i>
109		<i>Under the authority of the Revised</i>		<i>Standing Committees, Duties of the Executive Committee</i>	<i>Shall serve no more than 2</i>	<i>Appointed by Mayor - approved by Council</i>
110		<i>Statutes of the State of Missouri,</i>			<i>successive terms</i>	
111		<i>Sections 182.200 et al</i>			<i>Will not be eligible for 2 years</i>	
112		<i>Kirkwood Public Library organized</i>			<i>after expiration of 2nd term</i>	
113		<i>under those statutes on</i>				
114		<i>11-Dec-26</i>				
115						
116						
117						
118						
119	<b>Local Housing</b>			Provides and maintains facilities for low-income	4 years	5 members
120	<b>Authority</b>			housing for the elderly as well as additions/		
121				improvements to the building		
122				Annual budget/annual audit		
123						
124						
125	<b>Park Board</b>	<i>Has bylaws</i>	<i>Master Plans</i>	<i>Park Budget</i>	<i>3 years</i>	<i>9 members - residents of Kirkwood</i>
126		<i>Under Chapter 90, Missouri</i>	<i>Budget</i>	<i>Maintains exclusive control of expenditures of all monies</i>	<i>City council establish the</i>	<i>Appointed by the City Council</i>
127		<i>Revised Statutes 1978</i>		<i>collected to the credit of the park fund</i>	<i>number of terms a Board</i>	
128				<i>Power to purchase/secure ground to be used for parks</i>	<i>member should serve</i>	
129				<i>Full responsibilty to maintain, manage and administer the</i>		
130				<i>Kirkwood City parks and park systems in the public interest</i>		
131				<i>Shall employ a Director of Parks....</i>		
132						
133						
134						
135	<b>Planning and Zoning</b>	Chapter 2 - Administration	Zoning, subdivision and sign codes	Commercial Site Plan Reviews/Rezoning/Special	4 years	9 members - residents of Kirkwood
136	<b>Commission</b>		updated/approved by council	Use Permits/Subdivision of Property/Community		Appointed by the City Council
137			2/18/2021	Unit Plans/Zoning Code Amendments		<b>Commission shall also include the Mayor,</b>
138			EnVision 2035			<b>if the Mayor chooses to be a member, and</b>
139				Powers and Duties listed in Municipal Code - Division 2		<b>a member of the Council selected by the</b>
140						<b>Council, if the Council chooses to have a</b>
141				Duties imposed by state statutes		<b>member serve on the Commission</b>
142						
143						
144						
145						
146	<b>Police/Firefighters</b>	Appendix F		Powers and Duties listed in Appendix F	2 year terms for	7 members
147	<b>Pension Board</b>	ecode360.c0m			elected members	Mayor/mayor designee, Police Chief, Fire
148						Chief
149						2 Police Officers - elected by majority of
150						Police Officers
151						2 Firefighters - elected by majority of
152						Firefighters

	A	B	C	D	E	F
153						
154						
155	<b>Urban Forestry</b>	Chapter 2 - Administration	Tree Code	Duties listed in Chapter 2/Article VII/	3 years	7 members (not clearly stated in
156	<b>Commission</b>	Article VII - Division 7	Tree Inventory	Division 7	Serve until a successor is	ordinance)
157			Urban Forest Master Plan	Advise on removal of trees in city ROWs	duly appointed and	
158			Tree Manual	Annual report to City Council	qualified	Shall be selected based upon their
159						professional experience, training, special
160						interest, or exhibited abilities in the area
161						of urban forestry or related fields
162						
163						
164						
165	<b>Youth Advisory</b>	Chapter 2 - Administration			3 year	11 members
166	<b>Commission</b>	Article VII - Division 4				
167		Ordinance 10711				

	G	H	I
1	<b>Removal of Members</b>	<b>Organization</b>	<b>Misc.</b>
2			
3	Members/alternatives shall be	Members of ARB elect Chair and Vice-	A motion made on a decision shall
4	removable for cause by the Council	Chair - 1 year terms - but shall hold	carry when at least 4 members of
5	upon written charges and after	the office until a successor has been	the ARB concur
6	public hearing	elected	
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18		Officers shall consist of a Chairperson	A quorum shall consist of 5 voting members
19		and a Vice Chairperson and such	
20		other officers it deems necessary....	
21		Officers shall be elected by the	
22		commission members - serve for 1 year	
23		or until their successors shall be	
24		elected, unless re-elected to such	
25		office	
26			
27			
28			
29			
30			
31			
32			
33	Members/alternatives shall be	Members of BOA elect Chair, Vice-	The concurring vote of four members of the
34	removable for cause by the Council	Chair and Secretary - 1 year terms -	BOA shall be necessary to reverse or modify
35	upon written charges and after	Shall hold the office until a successor	any order, requirement, decision or
36	public hearing	has been elected	determination of the Dir. of Public Services, or
37			to decide in favor of the applicant on any matter
38			upon which it is required to pass under the
39			Zoning/Subdivision Code or to effect any
40			variation in such Code.
41			
42			
43			
44			
45	The Council may remove any member	Shall annually elect from its members	
46	of the Committee at any time	its own Chair and Vice Chair. The	
47		Chair and Vice Chair may be elected to	
48		2 consecutive 1 year terms but shall	
49		hold office until a successor has been	
50		elected	

	G	H	I
51			
52			
53	The City Council may remove any	The Board shall elect a Chairman and	Quorum - 4 members
54	Board member - removal becomes	Treasurer from among the members	Resolutions/actions taken at the meeting shall
55	effective upon Council's adoption	May elect other officers as needed	be by the vote of the majority of those
56	of a resolution	May employ a secretary who may	present at the meeting (unless otherwise
57		be a city employee	provided herein...)
58			
59			
60	The City Council may remove any	Annual election of officers in June	
61	member of the advisory committee	Chairman, Vice Chairman, Secretary-	
62	for misconduct or neglect of duty	Treasurer (Executive Committee)	
63			
64			
65			
66			
67	Members may be asked to resign	Shall elect a Chairman and Secretary	A majority of such number shall constitute a
68	their seat if they are absent from 3	and such other officials as it may	quorum for the transaction of business
69	consecutive unexcused meetings	deem desirable	Reports to the Market Master
70		Chair may serve for no more than 2	
71		consecutive years	
72			
73			
74			
75			
76			
77			
78			
79			
80	Member's absence may be excused	Chair and Vice-Chair elected by	
81	by the Chair as long as request made	members of the commission - serve	
82	prior to the meeting	1 year- shall serve until successors	
83	The Council may remove any member	elected - unless re-elected to office	
84	of the Commission at any time		
85	without cause		
86	Any member who is absent, without		
87	being excused, from 3 consecutive		
88	meetings or 25% of the time		
89	within a calendar year shall be		
90	considered to have resigned		
91			
92			
93			
94			
95			
96			
97			
98		Officers elected by the Commission	
99		from its membership - Chairman,	
100		Vice Chairman, Recording Secretary,	
101		Corresponding Secretary	

	G	H	I
102		Serve for 1 year subject to reelection	
103		to such office	
104			
105			
106			
107			
108	<i>In accordance with State Statues,</i>	<i>President appoints a nominating</i>	Quorum - 5 of the Trustees
109	<i>any member of the board who shall</i>	<i>committee in March - slate of officers</i>	
110	<i>miss 2 meetings in 1 year, 3 meetings</i>	<i>for President, Vice-President,</i>	
111	<i>in 2 years or 4 meetings in 3 years,</i>	<i>Treasurer, Secretary presented at May</i>	
112	<i>without just cause, shall be subject</i>	<i>mtg - elected to begin in June</i>	
113	<i>to removal</i>	<i>One year terms- can serve 2</i>	
114	<i>May also be removed for cause, if</i>	<i>consecutive terms - may serve again</i>	
115	<i>upon investigation by a special</i>	<i>after off for 1 term</i>	
116	<i>committee - recommended and</i>	<i>Secretary/Treasurer may be held by</i>	
117	<i>approved by 2/3 vote of Board</i>	<i>1 person</i>	
118			
119			
120			
121			
122			
123			
124			
125	<i>A member may be excused from a</i>	<i>Officers are President, Vice-</i>	
126	<i>meeting by the President or Vice-</i>	<i>President, and Treasure</i>	
127	<i>President and, if either is</i>	<i>Elected in April - serve until</i>	
128	<i>unavailable, by any other officer</i>	<i>successor - starts in May</i>	
129	<i>If a member is absent from 3</i>	<i>Have specific duties of the officers</i>	
130	<i>consecutive regular meetings without</i>		
131	<i>being excused-the member shall be to</i>		
132	<i>have resigned from the board</i>		
133			
134			
135	<i>Member may be removed by the City</i>	<i>Commission may elect from among its</i>	
136	<i>Council only after a public hearing</i>	<i>members its own Chairman, Vice</i>	
137	<i>during which good cause for removal</i>	<i>Chairman, Secretary and Treasurer, and</i>	
138	<i>is shown. Four unexcused absences</i>	<i>from time to time provide such rules</i>	
139	<i>in succession shall constitute a</i>	<i>and regulations not inconsistent with</i>	
140	<i>presumption of good cause for</i>	<i>the provisions of thie Code and other</i>	
141	<i>purposes of removal</i>	<i>ordinances of the City, for its own</i>	
142		<i>organization and procedure as it may</i>	
143		<i>deem proper</i>	
144			
145			
146		<i>Board of Trust shall elect one of its</i>	Quorum - 4 members
147		<i>members to serve as Chairman</i>	Resolutions/actions taken at the meeting shall
148		<i>May elect other offices from its</i>	be by the vote of the majority of those
149		<i>members as it deems necessary</i>	present at any such meeting.
150			
151			
152			

	G	H	I
153			
154			
155	The Council may remove any member	Commission shall elect from its	
156	of the Commission at any time	members its own Chair, Vice Chair,	
157		and Secretary. The Chair and Vice	
158		Chair shall be elected for a term of 1	
159		year, but shall hold the office until	
160		a successor is elected	
161			
162			
163			
164			
165			has not been active
166			
167			