



WHERE COMMUNITY AND SPIRIT MEET®

WORK SESSION MINUTES

A work session of the Kirkwood City Council was held on December 3, 2015, 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, Assistant Chief Administrative Officer Georgia Ragland, City Clerk Betty Montañó, City Attorney John Hessel, and Public Information Officer Beth von Behren.

APPROVAL OF WORK SESSION MINUTES

Motion was made by Council Member Luetzow and seconded by Council Member Griffin to approve the meeting minutes of November 19, 2015. The motion was unanimously approved.

PARKING PERMIT PROPOSAL

Assistant Chief Administrative Officer Georgia Ragland and Police Captain John Folluo were in attendance to discuss the 2016 Downtown Parking Permit Program recommendations. Some of the issues discussed are as follows:

- A discussion took place regarding the proposed parking permit fees. There was not 100% full utilization of the permits offered for sale this last year. Staff is expecting an increase in revenue for the sale of parking permits this coming year.
- The Kirkwood Public Library receives 20 free permits each year. Question was raised regarding whether or not the Library should reimburse the City for the permits.
- Lot I would be signed and utilized for two hour free parking and Amtrak overnight parking by permit. A permit is not needed for the two hour free parking.
- The one-day parking permits purchased from the SBD can be used on any lot.
- Purchase of the kiosk for Lot I was already budgeted for and funds will be transferred out of the Contingency Fund. Council would like flexibility in how the kiosk for Lot I is programmed.
- The timeframe for the purchase and installation of the kiosk for Lot I would be sometime within the next couple of months.

DISCUSSION OF APPROPRIATION FOR STREETS

Council Member Biedenstein requested that legislation be placed on the formal agenda for council consideration regarding appropriation of funds in the amount of \$750,000 to be used towards asphalt streets. Handouts were passed out which included information from the 2015 Summary of Results from the ETC Institute Survey. Some of the issues discussed are as follows:

- It is requested that the funds be appropriated now so that projects could be bid out and work can begin in April 2016.
- Staff believes it would be appropriate to look at this appropriation of funds during the budget cycle. Concern was raised regarding taking funds from the General Fund at this time, as the General Fund is below where it was this time last year. However, if the appropriation of funds are approved then staff recommends moving \$500,000 from the Electric Fund and putting it into the General Fund.
- A discussion took place. It was requested that staff come back with a recommendation as to where and how more money could be found to be spent towards streets.



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BOARD OF ADJUSTMENT APPOINTMENTS

Mayor McDonnell discussed the two recommendations to fill vacancies on the Board of Adjustment. Legislation is on the formal agenda for council consideration. Council Member Ward joined the meeting. A discussion took place regarding the benefit of moving alternates to full time members.

MOTION TO CLOSE THE MEETING

Motion was made by Council Member Sears and seconded by Council Member Jaksetic to close the meeting pursuant to RSMo Chapter 610.021 (1) Discussion with City Attorney.

Roll Call Vote as Follows:

Council Member Biedenstein	“Yes”
Council Member Griffin	“Yes”
Council Member Jaksetic	“Yes”
Council Member Luetzow	“Yes”
Mayor McDonnell	“Yes”
Council Member Sears	“Yes”
Council Member Ward	“Yes”

The meeting was closed.

MOTION TO OPEN THE MEETING

Motion was made by Council Member Jaksetic and seconded by Council Member Griffin to open the meeting.

Roll Call Vote as Follows:

Council Member Biedenstein	“Yes”
Council Member Griffin	“Yes”
Council Member Jaksetic	“Yes”
Council Member Luetzow	“Yes”
Mayor McDonnell	“Yes”
Council Member Sears	“Yes”
Council Member Ward	“Yes”

The meeting was opened and adjourned.

Laurie Asche
Deputy City Clerk