



WHERE COMMUNITY AND SPIRIT MEET®

WORK SESSION MINUTES

A work session of the Kirkwood City Council was held on October 11, 2018, at 7:00 a.m. Present were Mayor Griffin, Council Members Duwe, Edman, Luetzow, Ward, Wurtz, and Zimmer. Also in attendance were Chief Administrative Officer Russell Hawes, City Clerk Laurie Asche, Deputy City Clerk Fredrick Doss, and City Attorney John Hessel.

APPROVAL OF OCTOBER 4, 2018 MINUTES

Motion was made by Council Member Duwe and seconded by Council Member Edman to approve the October 4, 2018 minutes. The motion was unanimously approved.

PRESENTATION ON WEBSITE DESIGN

Public Information Officer Beth von Behren, Director of Parks and Recreation Murray Pounds, and Director of Electric Mark Petty were in attendance to present and discuss the new City website. A Power Point was presented. Some of the issues discussed are as follows:

- A Request for Proposals was drafted in the summer of 2017 for the redesign of the City's website, and the company Vision was selected.
- A "Core Team" of City staff was put together to work with Vision on the new website design. The Core Team includes Public Information Officer Beth von Behren, Director of Parks and Recreation Murray Pounds, Director of Public Services Bill Bensing, and Chief Administrative Officer Russell Hawes.
- Council Member Ward joined the meeting.
- There will be "Content Groups", which are groups of City staff who work on content on the website.
- The new website will be user friendly, be ADA compliant, use heat mapping, and be transparent.
- A discussion took place regarding the Boards and Commissions page on the new website.
 - It was requested that all the boards and commissions be listed with a description of each.
 - "Kirkwood" should be removed before the name of the boards and commissions.
 - The Volunteer Profile Form should be included on the page.
- Concern was raised that under the "Government" tab that the Public Services Departments are not all listed, such as; Planning & Zoning, Street, Sanitation. Departments can be listed with redirects to their pages.
- Parks & Recreation and the Electric Department will each have their own sub-sites. The Electric sub-site will include an outage map.
- The new website will not be rolled out until input is received and adjustments made.
- It was the consensus of the council to have Council Members Edman, Wurtz and Zimmer meet with the website core team to give input and discuss adjustments to the new website.
- Council Member Ward left the meeting.

MOTION TO CLOSE THE MEETING

Motion was made by Council Member Edman and seconded by Council Member Duwe to close the meeting pursuant to RSMo Chapter 610.021 (1 – Legal).

Roll Call Vote as Follows:

Mayor Griffin	"Yes"
Council Member Ward	Absent
Council Member Wurtz	"Yes"

Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	"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:

Mayor Griffin	"Yes"
Council Member Ward	Absent
Council Member Wurtz	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	"Yes"

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

Laurie Asche, CMC/MRCC
City Clerk