



WHERE COMMUNITY AND SPIRIT MEET®

**City Council Meeting Minutes
Kirkwood City Hall
Thursday, January 18, 2024, 7:00 p.m.**

Pursuant to notice of meeting duly given by the Mayor, the City Council convened on Thursday, January 18, 2024, at 7:00 p.m. at Kirkwood City Hall, 139 South Kirkwood Road, Kirkwood, Missouri. Present were: Present were Mayor Griffin, Council Members Duwe, Gibbons, Luetzow, Sears, Wurtz, and Zimmer. Also in attendance were Chief Administrative Officer Russ Hawes, Assistant Chief Administrative Officer David Weidler, Deputy City Clerk Bridget Waters, and City Attorney John Hessel.

INTRODUCTIONS AND RECOGNITIONS

NONE

PRESENTATIONS

NONE

PUBLIC HEARINGS

NONE

PUBLIC COMMENTS

NONE

CONSENT AGENDA

Motion was made by Council Member Zimmer and seconded by Council Member Duwe to approve the Consent Agenda. It was requested that item (d) be removed from the Consent Agenda for discussion. The Consent Agenda with item (d) removed was unanimously approved.

- a) Approval of the January 4, 2024 Council Meeting Minutes
- b) Resolution 4-2024, appointing Andrew Stream to the Greentree Festival Committee for a term to December 2027
- c) Resolution 5-2024, accepting the proposal of Starfire Corporation in the amount not to exceed of \$25,500 (which includes a contingency of \$500) for the City of Kirkwood 4th of July Fireworks Displays for an initial term of 12 months with the option to renew for up to four additional 12 month terms, pending budgetary approval, and authorizing and directing the Mayor to enter into a contract
- d) Resolution 6-2024, accepting the proposal of DTK Studios in the amount of \$21,000 for Photography and Videography Services for the City of Kirkwood for an initial term of 12 months with the option to renew for up to four additional 12 month terms, pending budgetary approval, and authorizing and directing the Mayor to enter into a contract ****Removed and placed under Consent Agenda Items for Discussion***



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UNFINISHED BUSINESS

Bill 11016, appropriating \$1,788,973.83 from the Certificates of Participation Series 2024 to the Fire Department Rolling Stock Account, contingent upon the issuance of the Certificates of Participation Series 2024, and accepting the bid of Sentinel Emergency Solutions in the amount of \$1,788,973.83 (pursuant to HGAC Cooperative Contract) for the purchase of a Rosenbauer Mid-Mount 100 Foot Tower Ladder for the Fire Department and authorizing and directing the Director of Procurement to issue a Purchase Order was brought before the City Council.

Roll Call:

Mayor Griffin	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”
Council Member Zimmer	“Yes”

The bill, having received majority approval of the Council, was adopted and became Ordinance 10843.

Motion was made by Council member Sears and seconded by Council member Luetzow to bring Substitute Bill 11017 to the floor. Motion was unanimously approved.

Substitute Bill 11017, authorizing the City of Kirkwood, Missouri, to enter into a Lease Purchase Transaction, the proceeds of which will be used to pay all or a portion of the costs of acquiring certain property, constructing improvements within the City and other costs related thereto; and authorizing the execution of certain documents and actions in connection therewith was brought before the City Council. A discussion took place.

Roll Call:

Mayor Griffin	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”
Council Member Zimmer	“Yes”

The bill, having received majority approval of the Council, was adopted and became Ordinance 10844.



NEW BUSINESS

Bill 11018, granting a Special Use Permit for Drive-Through Facility for Restaurant and approving the B-5 Final Site Plan Amendment at the property known as 1147 South Kirkwood Road, subject to certain conditions was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Zimmer to accept the bill as read.

Motion was made by Council Member Gibbons and seconded by Council Member Luetzow to amend Bill to add subsection 22 under Section 1 which would read, "Prior to the issuance of permits, a revised final site plan shall be submitted that extends the proposed 5' wide internal walkway along the eastern edge of the proposed parking field." The motion to amend was unanimously approved.

Motion was made by Council Member Sears and seconded by Council Member Zimmer to suspend Roberts Rule of Order to allow the petitioner to address the Council. The motion was unanimously approved. A discussion took place.

The amended bill received first reading approval and was held over.

Bill 11019, granting a Special Use Permit for an Animal Facility, Major at 10328, 10330 and 10332 Manchester Road (Greentree Center), subject to certain conditions was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Duwe to accept the bill as read.

The bill received first reading approval and was held over.

Bill 11020, amending the provisions of the Municipal Code, Chapter 25 – Zoning and Subdivision by changing the Personal and Commercial Service Use from Special to Permitted in the I-1, Light Industrial District was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Duwe to accept the bill as read.

Motion was made by Council Member Luetzow and seconded by Council Member Zimmer to amend Bill 11020 by amending the title to state "An Ordinance amending the provisions of the Municipal Code, Chapter 25 – Zoning and Subdivision by changing the Personal and Commercial Service Use from Special to Permitted in certain areas zoned I-1, Light Industrial District", and to strike the language in Section 1 in the proposed ordinance and replace it with a new Section 1, to add a new Section 2, and to renumber the existing Section 2 as Section 3, with the language as follows:

"SECTION 1. That the City of Kirkwood Municipal Code of Ordinances, Chapter 25 – Zoning and Subdivision Code, Article III Zoning Districts and Principal Uses, Table 35-1, row "Personal and commercial service" and column "I-1" is hereby amended by adding letters "PS/" in front of "S", to change this use category as "PS/S" for permitted with standards/special use."



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“SECTION 2. That the City of Kirkwood Municipal Code of Ordinances, Chapter 25 – Zoning and Subdivision, is hereby amended by deleting subsection (y) in Section 25-36, Use –Specific Standards, in its entirety, and replacing it with the following language:

(y) Personal and commercial service.

(1) In the B-1 and B-2 Districts, the maximum size of any tenant space shall not exceed 2,000 square feet.

(2) In the I-1 District, such use is permitted only on lots with frontage or addresses on South Kirkwood Road, Grand Avenue and Prospect Avenue. On all other I-1 zoned lots, such use shall be a special use requiring approval through the special use permit review procedure.” The motion to amend was approved with Council Members Duwe, Gibbons, Luetzow, Wurtz, and Zimmer in favor and Mayor Griffin, and Council Member Sears opposed.”

Motion was made by Council Member Sears and seconded by Council Member Luetzow to suspend Roberts Rule of Order to allow the petitioner to address the Council. The motion was unanimously approved. A discussion took place.

The amended bill received first reading approval and was held over.

Bill 11021, amending Chapter 4, Animals and Fowl, Section 4-9 of the Municipal Code of Ordinances, to provide an exception for Service Animals was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Zimmer to accept the bill as read.

The bill received first reading approval and was held over.

Bill 11022, approving the Preliminary Plat and Final Plat for a Major Subdivision at the properties known as 111 W. Rose Hill Avenue and 711 S. Kirkwood Road, and approving two modifications to the Subdivision Design Standards in Chapter 25, Article X of the Municipal Code of Kirkwood, subject to certain conditions was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Luetzow to accept the bill as read. A discussion took place.

The bill received first reading approval and was held over.

Resolution 7-2024, authorizing and directing the Mayor to enter into a Mutual Aid Agreement with the Missouri Public Utility Alliance for mutual aid resources for the Electric Department was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Luetzow to accept the Resolution as read. A discussion took place.



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Roll Call:

Mayor Griffin	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”
Council Member Zimmer	“Yes”

Resolution 8-2024, accepting the bid of Sunbelt Solomon in the amount of \$81,814 for repair of transformers for the Electric Department and authorizing and directing the Director of Procurement to issue a Purchase Order was brought before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Gibbons to accept the Resolution as read. A discussion took place.

Roll Call:

Mayor Griffin	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”
Council Member Zimmer	“Yes”

Resolution 9-2024, authorizing and directing the submittal of a Surface Transportation Program (STP) Application to East-West Gateway Council of Governments for Federal Funds for Grant’s Trail Phase 2 was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Luetzow to accept the Resolution as read. A discussion took place.

Roll Call:

Mayor Griffin	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”
Council Member Zimmer	“Yes”

Resolution 10-2024, calling for the joint establishment of a City-Wide Transportation Development District; authorizing the City of Kirkwood, Missouri, to join with the Downtown Kirkwood Special Business District in a petition to create the Kirkwood City-Wide Transportation Development District; and authorizing certain



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actions related thereto was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Gibbons to accept the Resolution as read. A discussion took place.

Roll Call:

Mayor Griffin	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”
Council Member Zimmer	“Yes”

CONSENT AGENDA ITEMS FOR DISCUSSION

Resolution 6-2024, accepting the proposal of DTK Studios in the amount of \$21,000 for Photography and Videography Services for the City of Kirkwood for an initial term of 12 months with the option to renew for up to four additional 12 month terms, pending budgetary approval, and authorizing and directing the Mayor to enter into a contract was brought before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Sears to accept the Resolution as read. Discussion took place.

Roll Call:

Mayor Griffin	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”
Council Member Zimmer	“Yes”

CITY COUNCIL REPORTS

Council Member Gibbons wanted to thank the Water Department for their quick response to the water main breaks that accrued during inclement weather. Council Member Gibbons also informed Council that this past year the Kirkwood Public Library received over \$68,000 in grants and received a grant from the Library Board. This grant is going to new equipment, like sewing machines, laser leveler, and Roku streaming device that can be rented out.

Council Member Zimmer gave a positive plug to City employees who do such a great job. The owners of the new Hello Juice location gave an interview stating the reason why they chose Kirkwood. Kirkwood encourages small businesses and the City employees are the friendliest employees for local government.



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CHIEF ADMINISTRATIVE OFFICER REPORT

Mr. Hawes reported that the City received an Application for Temporary Outdoor Promotional Variance from the Alpine Shop, 440 N. Kirkwood Road, to hold their annual Spring Showcase and Swap from April 5, 2024 through April 7, 2024. Motion was made by Council Member Luetzow and seconded by Council Member Sears to approve the application. A discussion took place. The application was unanimously approved.

CITY ATTORNEY REPORT

Mr. Hessel had nothing to report.

CITY CLERK REPORT

Ms. Asche reported on scheduled upcoming public hearings:

February 1, 2024

1. Vacating a portion of a public right-of-way known as Jefferson Avenue (from Harrison Avenue to Clay Avenue) between blocks 16 and 21 in the Town of Kirkwood Subdivision in the City of Kirkwood, St. Louis County, Missouri

ADJOURNMENT

There being no further business to come before the Council, the formal meeting was adjourned at 8:04 p.m. The next regular meeting of the Kirkwood City Council will take place at 7:00 p.m. on February 1, 2024.

Laurie Asche
City Clerk

Approved: