



WHERE COMMUNITY AND SPIRIT MEET®

**City of Kirkwood
City Council Work Session
Thursday, August 1, 2024
5:30 p.m.**

**City Hall, Main Level Conference Room
139 S. Kirkwood Rd.
Kirkwood, MO 63122
(Posted July 30, 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 July 11, 2024 Work Session Minutes
(Continued from July 18, 2024)**
- II. Approval of the July 18, 2024 Work Session Minutes**
- III. Procurement Overview**
- IV. Planning & Zoning Overview**
- V. Meeting Adjournment**

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

Contact Information: For full City Council contact information visit 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.



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WORK SESSION MINUTES

A work session of the Kirkwood City Council was held on July 11, 2024, at 4:30 p.m. at Kirkwood City Hall, 139 S. Kirkwood Road, Kirkwood, Missouri. Present Mayor Gibbons, Council Members Jaksetic, Luetzow, McLean, Rheinnecker, Schaefer, and Zimmer. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer David Weidler, City Clerk Laurie Asche, Director of Public Services Chris Krueger, Communications Manager Jessica Winter, and City Attorney John Hessel.

MOTION TO CLOSE THE MEETING

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

Roll Call:

Mayor Gibbons	“Yes”
Council Member Schaefer	“Yes”
Council Member Zimmer	“Yes”
Council Member Jaksetic	“Yes”
Council Member Luetzow	“Yes”
Council Member McLean	“Yes”
Council Member Rheinnecker	“Yes”

The meeting was closed.

MOTION TO OPEN THE MEETING

Motion was made by Council Member Rheinnecker and seconded by Council Member McLean to open the meeting.

Roll Call:

Mayor Gibbons	“Yes”
Council Member Schaefer	“Yes”
Council Member Zimmer	“Yes”
Council Member Jaksetic	“Yes”
Council Member Luetzow	“Yes”
Council Member McLean	“Yes”
Council Member Rheinnecker	“Yes”

The meeting was opened.

APPROVAL OF THE JUNE 20, 2024 WORK SESSION MINUTES

Motion was made by Council Member Schaefer and seconded by Council Member Luetzow to approve the minutes of June 20th Work Session. The minutes were approved, with Council Members Rheinnecker, McLean, and Zimmer abstaining.



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APPROVAL OF THE JULY 3, 2024 WORK SESSION MINUTES

Motion was made by Council Member Zimmer and seconded by Council Member Schaefer to approve the minutes of the July 3rd Work Session. The minutes were approved, with Council Member Luetzow abstaining.

DISCUSSION ON CITY ATTORNEY RESIDENCY

Chief Administrative Officer Hawes suggested that the Council discuss the Charter provision requiring that the City Attorney live in the City of Kirkwood.

The Council's consensus is to eliminate the requirement that the City Attorney must live in the City of Kirkwood and add it to the November 5th ballot.

PUBLIC SERVICES BUDGET PLANNING DISCUSSION

Director of Public Services Chris Krueger was in attended to discuss Public Services budget planning with the Council. Public Services encompasses four departments: Engineering, Sanitation, Street, and Water. Some of the discussion is as follows:

Engineering:

- The department reviews and issues excavation permits in the right of way, grading permits, driveway permits, stormwater reviews for a building permit, manages traffic signals and lighted pedestrian crossing.
- Staffing consists of 5.33 employees.
- New employees: Assistant City Engineer will start on August 1, 2024, and a new City Forester will begin on July 29, 2024.
- Grants that are awarded for projects all require a match from the City.
- The City will find out if awarded the grant in August 2024 for the Grants Trail Phase II Project.
- The City has already completed a Vision Zero Action Plan. A Supplemental Action Plan will look more in-depth at the implementation of the actual plan.
- If the Transportation Development District (TDD) passes
- The goal is to do a City-wide Storm Water Master Plan.

Some discussion took place as follows:

- It was requested that if the Transportation Development District (TDD) tax passes, the map showing the possible street repairs could be expanded to show more than 2-years worth of repairs.
- It was requested that possible damage to fire trucks loaded with water due to raised intersections be looked into.
- Question was raised regarding if the sidewalks on East Essex will stay as asphalt or go back to being concrete. The sidewalks will go back to being concrete.
- Question was raised regarding if the 27 miles of the streets in Kirkwood are considered by lane miles. No, the 27 miles of streets is driving down both sides of the street.
- Question was raised regarding what the PCI rating now. PCI rating was 80.8 last year; this year it is 70.0.



Sanitation:

- Staffing consists of 16.33 employees.
- Recycling, Trash, and Yard Waste services 9,244 customers using six routes (3 trash and 3 recycling), with each route servicing approximately 1,500 residences per day.
- The recycling center on Taylor is very well utilized. It is the intent to move the center to the new Public Works facility.
- Biggest challenge for the department is the maintenance and equipment failure on trash trucks.
- Residents who play the Recycle Quest Game can become “Certified Kirkwood Recyclers.” They can also sign up for a special collection service or bulky pickup.

Some discussion took place as follows:

- Question was raised regarding if the City has ever done any printed information on recycling. Yes, it is provided in the utility billings
- Suggestion was made regarding making the Sanitation’s webpage more user-friendly and easier to navigate.
- Question was raised regarding how much the City is getting paid for recycling per ton. It varies every single month, and it depends on the market. Staff will look into and provide information to the Council.

Street:

- Staffing consists of 13 employees.
- The department’s primary role is to complete street patching in asphalt or concrete.
- The department is also responsible for: plowing snow and spreading salt in the winter, street signage done in-house, and street pavement striping.

Some discussion took place as follows:

- Question was raised regarding if there is a new development and the developer has to do some repairs that causes damage to the street, who is responsible for repairing the street. The homeowner or the property builder would be responsible.
- Question was raised regarding who is responsible for keeping track of the repair to the street or sidewalk due to damage from development. The Engineering Department is responsible. An Excavation permit would be filed with the Building Department.

Water:

- Staffing consists of 18.84 employees.
- The department is responsible for: repairing main breaks, monitoring and working on pump stations and 4 water towers, managing permanent restoration of main breaks.
- Water main replacement is being planned for: Big Bend from Fillmore to Kirkwood Road, and Raynor Road and Taylor Young Drive.
- A 5% increase in water rates is planned for in April 2025.



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- Lead Service Line (LSL) Inventory: Kirkwood Water serves approximately 10,000 service lines, 530 known LSLs, and 1,500 unknown materials. The City has applied for \$2 million to fund replacement service lines but has not been awarded the money.
- Planned project for fiscal year 2025/2026: Design of Park #2 Pump Station, Woodgate water main replacement construction, Lockett Road water main replacement construction, and Marshall Road transmission line 20" EZ Valve installation.

Some discussion took place as follows:

- Question was raised regarding if a home has lead service line pipes, will the City make the homeowner replace the line.
- Question was raised regarding how much the department has in reserves right now. The final numbers are not yet available since the 20% increase was approved.
- It was requested that a map color coding the water mains and streets would be helpful when considering which streets and water mains are high-priority.

MOTION TO CLOSE THE MEETING

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

Roll Call:

Mayor Gibbons	"Yes"
Council Member Schaefer	"Yes"
Council Member Zimmer	"Yes"
Council Member Jaksetic	"Yes"
Council Member Luetzow	"Yes"
Council Member McLean	"Yes"
Council Member Rheinnecker	"Yes"

The meeting was closed.

MOTION TO OPEN THE MEETING

Motion was made by Council Member Zimmer and seconded by Council Member Schaefer to open the meeting.

Roll Call:

Mayor Gibbons	"Yes"
Council Member Schaefer	"Yes"
Council Member Zimmer	"Yes"
Council Member Jaksetic	"Yes"
Council Member Luetzow	"Yes"
Council Member McLean	"Yes"
Council Member Rheinnecker	"Yes"

The meeting was opened.



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

Laurie Asche
City Clerk



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WORK SESSION MINUTES

A work session of the Kirkwood City Council was held on July 18, 2024, at 5:00 p.m. at Kirkwood City Hall, 139 S. Kirkwood Road, Kirkwood, Missouri. Present Mayor Gibbons, Council Members Jaksetic, Luetzow, McLean, Rheinnecker, Schaefer, and Zimmer. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer David Weidler, City Clerk Laurie Asche, and Director of Electric Mark Petty.

APPROVAL OF THE JULY 11, 2024 WORK SESSION MINUTES

Motion was made by Council Member Zimmer and seconded by Council Member Jaksetic to continue approval of the July 11, 2024 Work Session minutes to August 1, 2024. A discussion took place. The motion to continue the minutes to the August 1, 2024 work session agenda was unanimously approved.

MSD/SUGAR CREEK STORMWATER MITIGATION

Bret Berthold, MSD Executive Director, was present to discuss this topic with the Council. Some of the discussion is as follows:

- City of Kirkwood is in 3 OMCI Taxing Districts: Deer Creek (Northeast), Gravois Creek (Southeast), and Sugar Creek (West).
- MSD is requesting that municipalities with at least one OMCI taxing district to consider whether they support continuation of the property tax at one-quarter of the current rate.
- The question before Council is if they support leaving the OMCI property-tax in place, at some level, whether it be through all three water sheds, or only one or two.
- If the OMCI property-tax were to continue at the one-quarter of the current rate, the City of Kirkwood be eligible to receive up to an additional \$169,000 per year in grant funds.
- The City of Kirkwood is also eligible to receive \$300,000 per year in Prop S funds, which would be in the form of a municipal grant, and would be fund that could be used anywhere in the City of Kirkwood.
- OMCI property-tax grant funds can only be used within the specific water shed.
- Prop S funds can be accumulated from year to year, and the City can pool money with the City of Des Peres
- If the Council wishes to support the continuing OMCI taxing districts, a letter of support would need to be submitted to MSD by no later than mid-September
- A recommendation needs to be made by MSD to the MSD Rate Commission by October.

Some of the discussion that took place is as follows:

- Question was raised regarding what the OMCI property-tax at one-quarter of the current rate would cost a homeowner. It is based on the assessed value of the home.
- Confirmation was sought regarding if for the OMCI grant funds, funds would be collected by MSD and the municipality would then come to MSD with a proposed project, and if MSD approves of the project they would reimburse the municipality for the project. Yes.



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- Question was raised regarding if the OMCI grant funds generated in the Kirkwood's taxing districts could go to other municipalities. No, the funds stay within the City of Kirkwood.
- Non-residential will start receiving a non-impervious fee in the OMCI taxing districts.
- Kirkwood has been accumulating OMCI grant funds since 2020 and currently has approximately \$800,000, in which \$200,000 of those funds are being used to develop a Storm Water Master Plan.
- It was requested that MSD to provide a list of proposed projects that MSD is reviewing.
- Question was raised regarding if the City could support continuing only 1 or 2 OMCI taxing districts, and not all 3? The answer is yes.
- Question was raised regarding how many years the Prop S funds be accumulated. Approximately 2-3 years.
- Question was raised regarding if Prop S grant money is restricted to the districts. No, Prop S grant money can be used in any district. OMCI grant funds would have to be spent in the specific watershed districts.
- MSD will send municipalities the status of their OMCI grant funds.

This topic will be placed on a future Work Session agenda.

ELECTRIC BUDGET PLANNING DISCUSSION

Director of Electric Mark Petty and Kyle Haemig with GDS Associates were in attendance to present information on Kirkwood Electric's Power Supply. Some of the discussion is as follows:

- Kirkwood runs and owns its electric distribution system.
- The largest expense the Electric Department has is purchase power.
- The City of Kirkwood has true independence by having a City Council being the rate making authority with no State oversight, which allows Kirkwood greater control than most municipalities.
- Ameren owns Kirkwood's transmission, MISO operates Ameren's transmission, and Kirkwood has many power suppliers. There is no current power supply contract with Ameren.
- The Federal Energy Regulatory Commission regulates MISO. Wholesale markets are federal markets.
- Kirkwood deals directly with the MISO grid, has MISO obligations, and pays MISO bills.
- Kirkwood buys its power from Prairie State Energy Campus, with a contract through the year 2042; and anticipated to start buying power from Grain Belt somewhere between the years 2027-2030.
- Power is not priced on a daily basis. It is priced more by of an hour-by-hour or minute-by-minute basis.
- Fundamentally, you cannot store power at the whole sale level.

Some of the discussion from Council is as follows:

- Question was raised regarding if the City of Kirkwood could generate its electricity. Building a facility in this area is difficult due to current air emission standards. The City would need to get MISO approval.



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- Planning for an unstable market until sales grow and contingency planning was recommended.
- Question was raised regarding if there has been consideration given to lowering the rates for certain hours of the day. Time of Use Rates encourage usage when there are lower system needs, which encourages less use during peak hours and more use outside of peak hours.
- Question was raised regarding what the value of Kirkwood's electric system is. Worth approximately \$27 million.
- Question was raised regarding if the \$5.5 million in cash reserves is enough. One year's worth of operating revenues is recommended for reserves.

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

Laurie Asche
City Clerk