



WHERE COMMUNITY AND SPIRIT MEET™

**Kirkwood City Council Work Session
Agenda
Thursday, May 16, 2019, 6:00 p.m.
Kirkwood City Hall
Main Level Conference Room
139 South Kirkwood Road
Kirkwood, MO 63122**

(The following topics are for planning purposes only and should be considered tentative and subject to change. Please confirm with the City Clerk on the work day prior to the meeting that the meeting will actually take place and that the nature of the agenda topics has not changed. Please note that the time for each of the topics are estimates. When a topic is completed the council will immediately move on to the next item on the agenda.)

- I. Approval of May 9, 2019 Work Session Minutes**
- II. Certificate of Participation Refunding (6:00 p.m. to 6:30 p.m.)**
- III. East Monroe Sidewalk (6:30 p.m. to 6:50 p.m.)**
- IV. Meeting adjournment**

Kirkwood City Council: Mayor Tim Griffin; Council Members Nancy Luetzow, Maggie Duwe, Ellen Edman, Mark Zimmer, Wallace Ward, and Kara Wurtz

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.



WHERE COMMUNITY AND SPIRIT MEET®

WORK SESSION MINUTES

A work session of the Kirkwood City Council was held on May 9, 2019 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, Assistant Chief Administrative Officer Georgia Ragland, City Clerk Laurie Asche, Public Information Officer Beth von Behren, Human Resources Manager Mollie LeBlanc, Fire Chief Jim Silvernail, City Attorney John Hessel and Labor Attorney Curt Calloway.

APPROVAL OF MAY 2, 2019 MEETING MINUTES

Motion was made by Council Member Ward and seconded by Council Member Zimmer to approve the May 2, 2019 minutes. The motion was unanimously approved.

BOARDS AND COMMISSIONS REAPPOINTMENTS AND APPOINTMENTS

Mayor Griffin and the City Council discussed reappointments and new appointments to Boards and Commissions. The following action took place:

Motion was made by Council Member Ward and seconded by Council Member Wurtz to make the following reappointments:

Aquatic Advisory Council (3 Year Term)

Aaron Cole June 2022

Architectural Review Board (3 Year Term)

Don Anderson June 2022

Arts Commission (3 Year Term)

James Erwin June 2022

Board of Adjustment (5 Year Term)

Mark McLean June 2024

Joe Roeser June 2024

Finance Committee (3 Year Term)

Barbara Feiner June 2022

Kathy Harris June 2022

Kelly Mulholland June 2022

Human Rights Commission (3 Year Term)

Robert Boyd June 2022

Judy Moticka June 2022

Landmarks Commission (3 Year Term)

Judith Brauer June 2022

Park Board (3 Year Term)

Matt Helbig June 2022

Scott Stream June 2022

Urban Forestry Commission (3 Year Term)

Carol Rush	June 2022
Barbara Sandhagen	June 2022
Joseph Day	June 2022

The motion was unanimously approved.

Motion was made by Council Member Ward and seconded by Council Member Wurtz to making the following appointments:

Aquatic Advisory Council (3 Year Term)

Diane Dooley	June 2022
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Human Rights Commission (3 Year Term)

Paul Ward	June 2022
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Library Board (3 Year Term)

Ben Clark	June 2020 (P)
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Urban Forestry Commission (3 Year Term)

Michael Hankins	June 2022
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The motion was unanimously approved. Legislation will be drafted for council consideration for the reappointments and appointments.

STRATEGIC PLANNING SESSION TOPICS

Chief Administrative Officer Russell Hawes distributed handouts which contained possible agenda topics for the Strategic Planning Session in July. Some of the issues discussed are as follows:

- Thursday's tentative agenda items include:
 - Revenue Trends, Long Term Financial Sustainability Plan, and Council Discussion and Q&A with Department Heads
- Friday's tentative agenda items include:
 - STL Benchmark Cities, Vision Zero, Sewer Lateral Program Adjustment, Streaming Council Meetings, Electric Time of Use Rates, City/County Merger, Communications Plan, Pension Concerns, Performing Arts Center/Community Center Project, Strategic Plan Update, and Recycling and Solid Waste Automation
- It was requested that council provide any additional agenda items they would like discussed. Some of the ideas are as follows:
 - Green Space Islands in Downtown Kirkwood, Streetscape Planning, Pedestrian Zone/General Safety in Downtown Kirkwood, Parking for the Performing Arts Center and New Restaurants, Communication between the City of Kirkwood and the Special Business District, Personnel topic regarding a suggestion for new staff, Update on Zoning & Subdivision Steering Committee, Active Shooter Situations in Schools and how to connect with the Police Department, Additional Partnerships with Surrounding Communities, Board and Commission Training, Zoning Code Waivers, Architectural Review Board, Infrastructure, AirBnB's, and Public Safety Education
- The suggested topics will be taken into consideration when drafting the agenda for the Strategic Planning Session. It was requested that if council has any further topics they would like discussed to please provide them to the Chief Administrative Officer.

MOTION TO CLOSE THE MEETING

Motion was made by Council Member Ward and seconded by Council Member Duwe to close the meeting pursuant to RSMo Chapter 610.021(9) (Negotiations).

Roll Call Vote as Follows:

Mayor Griffin	“Yes”
Council Member Luetzow	“Yes”
Council Member Duwe	“Yes”
Council Member Edman	“Yes”
Council Member Zimmer	“Yes”
Council Member Ward	“Yes”
Council Member Wurtz	“Yes”

The meeting was closed.

MOTION TO OPEN THE MEETING

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

Roll Call Vote as Follows:

Mayor Griffin	“Yes”
Council Member Luetzow	“Yes”
Council Member Duwe	“Yes”
Council Member Edman	“Yes”
Council Member Zimmer	“Yes”
Council Member Ward	“Yes”
Council Member Wurtz	“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

**KIRKWOOD, MISSOURI
TENTATIVE TIME SCHEDULE
REFUNDING CERTIFICATES OF PARTICIPATION**

JUNE							JULY							AUGUST							SEPTEMBER						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
						1		1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31	29	30					
30																											

Resolution to Proceed and Approving Gilmore & Bell (as Bond Counsel) and WM Financial Strategies (as Financial Advisor).....	June 6
Review Structure	Week of June 10
Request for Proposals for Trustee	Week of June 10
1 st Draft of Preliminary Official Statement Completed.....	June 21
1 st Draft of Certificate Documents Completed	June 28
Comments on 1 st Draft of Preliminary Official Statement	June 28
2 nd Draft of Preliminary Official Statement Completed	July 1
Revised Documents & Comments to 2nd Draft Preliminary Official Statement	July 10
Application for Rating.....	July 11
Rating Preparation Meeting	Week of July 15
Draft Underwriting Request for Proposals Completed	Week of July 15
Rating Call.....	Week of July 22
Rating Assigned	July 26
Distribute Underwriting Request for Proposals	July 26
Underwriting Proposal Due.....	August 9
Selection of Underwriter	August 12
Documents to Council	
1st Reading Certificate Ordinance and Approve G-17 Resolution.....	August 15
Documents to Underwriter	August 16
Final Preliminary Official Statement.....	August 23
Certificate Presale.....	Week of August 26
2nd Reading Certificate Ordinance	September 5
Conditional Notice of Redemption.....	September 6
Certificate Closing.....	September 16
Redemption of BABs	October 7

Council Meeting Dates:
Kirkwood – 1st and 3rd Thursday

**CITY OF KIRKWOOD
CERTIFICATES OF PARTICIPATION, SERIES
2019 Debt Service Comparison**

Issue Date: 9/2/2019
Settlement Date: 9/2/2019

<u>Date</u>	Series 2009			Series 2018				Debt Serv.	Debt Serv.
	<u>Outstanding</u>	<u>Reserve Fund</u>	<u>Net</u>	<u>Principal</u>	<u>Rate</u>	<u>Interest</u>	<u>Debt Ser.</u>	<u>Change</u>	<u>Annual</u>
	<u>Debt Service*</u>	<u>& Estimated Int.</u>	<u>Debt Service</u>						<u>Change</u>
3/1/2020	73,728.69	0.00	73,728.69			36,586.85	36,586.85	37,141.83	37,141.83
9/1/2020	368,728.69	0.00	368,728.69	330,000	1.750	36,791.25	366,791.25	1,937.44	
3/1/2021	68,887.00	0.00	68,887.00			33,903.75	33,903.75	34,983.25	36,920.69
9/1/2021	373,887.00	0.00	373,887.00	335,000	1.850	33,903.75	368,903.75	4,983.25	
3/1/2022	63,732.50	0.00	63,732.50			30,805.00	30,805.00	32,927.50	37,910.75
9/1/2022	378,732.50	0.00	378,732.50	340,000	1.900	30,805.00	370,805.00	7,927.50	
3/1/2023	58,255.44	0.00	58,255.44			27,575.00	27,575.00	30,680.44	38,607.94
9/1/2023	383,255.44	0.00	383,255.44	345,000	1.950	27,575.00	372,575.00	10,680.44	
3/1/2024	52,498.88	0.00	52,498.88			24,211.25	24,211.25	28,287.63	38,968.06
9/1/2024	392,498.88	0.00	392,498.88	355,000	2.000	24,211.25	379,211.25	13,287.63	
3/1/2025	45,813.63	0.00	45,813.63			20,661.25	20,661.25	25,152.38	38,440.00
9/1/2025	395,813.63	0.00	395,813.63	360,000	2.050	20,661.25	380,661.25	15,152.38	
3/1/2026	38,931.75	0.00	38,931.75			16,971.25	16,971.25	21,960.50	37,112.88
9/1/2026	403,931.75	0.00	403,931.75	365,000	2.100	16,971.25	381,971.25	21,960.50	
3/1/2027	31,754.94	0.00	31,754.94			13,138.75	13,138.75	18,616.19	40,576.69
9/1/2027	411,754.94	0.00	411,754.94	375,000	2.150	13,138.75	388,138.75	23,616.19	
3/1/2028	24,283.19	0.00	24,283.19			9,107.50	9,107.50	15,175.69	38,791.88
9/1/2028	419,283.19	0.00	419,283.19	385,000	2.300	9,107.50	394,107.50	25,175.69	
3/1/2029	16,516.50	0.00	16,516.50			4,680.00	4,680.00	11,836.50	37,012.19
9/1/2029	426,516.50	0.00	426,516.50	390,000	2.400	4,680.00	394,680.00	31,836.50	
3/1/2030	8,454.88	0.00	8,454.88			0.00	0.00	8,454.88	40,291.38
9/1/2030	438,454.88	438,697.00	-242.13			0.00	0.00	-242.13	-242.13
	4,875,714.75	438,697.00	4,437,017.75	3,580,000		435,485.60	4,015,485.60	421,532.15	421,532.15

* Based on the Series 2009 Bonds receiving a 35% BAB subsidy - NO REDUCTION IS ASSUMED FOR SEQUESTRATION
Savings are net of expenses.