



WHERE COMMUNITY AND SPIRIT MEET™

**Kirkwood City Council Work Session
Agenda
Thursday, June 6, 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 16, 2019 Work Session Minutes**
- II. Sanitation Update (6:00 p.m. to 6:30 p.m.)**
- III. FlashVote Survey Tool (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 16, 2019 at 6:00 p.m. Present were Mayor Griffin, Council Members Duwe, Edman, Luetzow, Wurtz, and Zimmer. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer Georgia Ragland, City Clerk Laurie Asche, Deputy City Clerk Fredrick Doss, Public Information Officer Beth von Behren, and Finance Director John Adams.

APPROVAL OF MAY 9, 2019 MEETING MINUTES

Motion was made by Council Member Zimmer and seconded by Council Member Duwe to approve the May 9, 2019 minutes. The motion was unanimously approved.

CERTIFICATE OF PARTICIPATION REFUNDING

Chief Administrative Officer Russell Hawes introduced Finance Director John Adams and Financial Consultant Joy Howard to present information to the council regarding the refunding of outstanding municipal bonds for the purpose of refinancing them at a lower interest rate. A handout containing proposed Mathematical Computations for refunding Certificates of Participation for Series 2009 Build America Bonds as distributed as well as a tentative schedule for the refunding of the certificates. Bond refunding is similar to refinancing a house, however in this case it would be a 10 year refinancing of \$3.9 million in bond obligations. Since interest rates are so low the city has the opportunity to refinance its current debt obligations at a lower interest rate for an estimated savings of about \$421K. Thus far the City has been able to predict the market pretty well, but with changing markets the estimated savings could be higher or lower. The only out of pocket expense at this time would be the rating fee which is estimated to be at about \$15,000. John Adams advised that in order to get the best result possible from refinancing the issuance would have to be as close to September 1 as possible, so he is seeking a motion from Council to initiate this process pending a June 6th resolution for Council consideration to formalize the refunding the bonds for refinancing.

Motion was made by Council Member Duwe and seconded by Council Member Zimmer to initiate the process of refunding the bonds for the purposes of refinancing the City's \$3.9 million in bond obligations, pending a resolution to formalize this action at the June 6th City Council Meeting:

The motion was unanimously approved. Legislation will be drafted for council consideration to proceed with refunding municipal bonds for refinancing and approving Gilmore & Bell as Bond Counsel and WM Financial Strategies as Financial Advisor.

EAST MONROE SIDEWALK

Chief Administrative Officer Russell Hawes distributed handouts which contained a map of the East Monroe Sidewalk Gap and an informal petition from 5 of the 7 property owners along the stretch of East Monroe where there is currently no sidewalk. The City has allocated and budgeted funds for design work, preliminary engineering and construction for sidewalk improvements. The city is in receipt of an informal petition indicating support of making such improvements in this fiscal year on East Monroe, which is currently on the prioritization list. This would require an appropriation from the Capital Improvements Fund for about \$80-100K to add this project to the existing projects list. Along the stretch of East Monroe displayed in the handout there is currently no sidewalk

on either side of the street. The proposed project would be to add a sidewalk on the north side of the street, and that would fill a gap in the network of walkable connectivity east of Downtown. A discussion took place. Some issues discussed as follows:

- A question was raised regarding whether there would be enough room to add a bike lane.
 - It is possible, but we can't guarantee that there's enough width to add a bike lane, but it's worth seeing if it is feasible.
- A suggestion was made to put in a crosswalk at the intersection of Woodlawn and Monroe.
- How wide would the sidewalk be on the north side of the street?
 - The standard sidewalk section is 5 feet wide but can be narrowed to 4 feet, and we shouldn't go any narrower than that.
- Part of this project will require working with the several property owners along Monroe to put in the sidewalk while protecting some of the old growth trees that exist along Monroe.

CLAY STREET OVERPASS/BRIDGE

Chief Administrative Officer closed the Clay Street Bridge/overpass as of 5:00 p.m. today. The City was notified by a resident that there appeared to be cracks in the retaining wall that supports the bridge. He forwarded pictures of what he observed and it appears that the retaining wall has bowed out a bit and there are chunks of the retaining wall that have fallen off. The bridge also appears to have sunk deeper into the ground creating a bit of a trip hazard for pedestrians crossing the bridge. The bridge/overpass will be closed to vehicle and pedestrian traffic until a structural engineer can come evaluate the bridge.

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

Laurie Asche, CMC/MRCC
City Clerk

INTEROFFICE MEMORANDUM

Department of Public Services

TO: **Russell Hawes, Chief Administrative Officer**

FROM: **William E. Bensing Jr., Public Services Director**

SUBJECT: **Residential Solid Waste Collection Automation**

DATE: **June 5th, 2019**

Solid Waste Collection Automation

This project continues to move slowly forward with program changes and grant requirements.

Initially, the staff was working with a cart vendor under a cooperative purchasing agreement which would have enabled a spring 2019 roll out of the new trash cart program. As program requirements were defined and implementation plans developed the City had an opportunity to submit for a grant.

In late 2018, Kirkwood submitted a grant application requesting \$100,000 in funding from the St. Louis – Jefferson Solid Waste Management District for the purchase of 96-gallon recycling carts. In late February 2019, the City was notified that the District approved the grant in the amount of \$25,000. Although, to accept this funding, the carts would have to be publicly and competitively bid. It was decided that this additional funding warranted delaying the roll out of the program.

On the June 20, 2019 City Council meeting, several items will be on the agenda that relate to this program. First, there will be an ordinance amending the FY19-20 Sanitation budget to allow for the purchase of the new carts and the associated cost for the implementation and delivery of the carts. Second, there will be a resolution allowing for the financing of the carts through a lease purchase agreement. This annual payment has been budgeted in FY 19-20 and future years. Finally, there will be a resolution approving the cart purchase in the amount of \$630,147.

Once the cart purchase is approved by the City Council and the contract is executed, actual program implementation will begin. Staff will be working with the contractor and our PIO in advance to provide residents notice of the new cart program and what to expect over the next 4 months.

The first phase in the program is for the contractor to send every residential household a postcard allowing them to select the size of their new trash cart and recycling cart. This phase has been allotted a 4-week time period.

Residents will be able to select one size for trash and one size for recycling.

Cart Size – Recycling	Cart Size - Trash
<input type="checkbox"/> 64-gallon	<input type="checkbox"/> 64-gallon
<input type="checkbox"/> 96-gallon	<input type="checkbox"/> 96-gallon (additional cost \$5/month)

Once the first phase information is gathered the contractor will have 8 weeks to produce and manufacture the required types and number of carts. The final phase will be the assembly and delivery of carts to each residential property. The contractor will have 4 weeks to fully complete the delivery of all carts.

The new program will remain as once-a-week service of trash and recycling on the same day they're currently receiving service. The City will only pick up trash and recyclables that fit into the carts. Materials outside of the cart (i.e. cardboard, trash, and debris) will not be picked under the curbside program. Materials outside of the cart will either have to be taken to the recycling center or collected at an additional fee as a special pick-up.

In August, the Sanitation Division will be making the final delivery of black trash bags; which will end the long time program of annually providing black trash bags. The end of this program will reduce operational cost by \$60,000 annually. This is a key component in operational cost reduction along with other gained efficiencies.

From: [Georgia Ragland](#)
To: [Laurie Asche](#)
Subject: Work session topic
Date: Wednesday, June 05, 2019 10:51:27 AM

Laurie,

At the work session this coming Thursday the council will have a brief discussion about the proposed wording of our first FlashVote survey. Russ asked me to provide you with the proposed survey language so that you could make sure council sees it in advance of the meeting. It appears below.

Thanks,
Georgia

Title: Sewer Lateral Pipe Insurance

1-Sewer customers in the City of Kirkwood currently pay about \$28 per year to the City for "Sewer Lateral Insurance". This insurance pays for 75% of the total repair cost if the sewer pipe fails between your house and the main sewer pipe in the street.

Prior to reading this question, which best describes what you knew about the Sewer Lateral Insurance Program?

- a. I never heard of it
- b. I heard of it, but didn't know customers paid \$28 per year for it
- c. I heard of it and knew customers paid \$28 per year, but wasn't sure what it covered
- d. I heard of it, knew it was \$28 per year and knew it covered 75% of sewer lateral pipe repair costs
- e. Not Sure

2-Each year about 1% of sewer customers have a lateral pipe failure and the average repair cost is about \$3,000. With 75% coverage the City pays an average of \$2,250 and the average paid by the homeowner is \$750. A few repairs each year cost over \$7,500 and the insurance program is slightly underfunded overall.

Which of the following would be your preference for the Sewer Lateral Insurance program going forward?

- Reimbursement is reduced to 65% to fund all of the lateral pipe failures in a given year
- Reimbursement remains at 75% and funding for the program is increased
- Reimbursement remains at 75% each year until that year's Sewer Lateral insurance money is spent, then goes to 0% (first come, first served)
- Reimbursement is increased to 100% and funding for the program is increased, but total reimbursement is capped at a maximum of \$5,000 per customer with 0% above \$5,000
- Other _____

3-Any other comments or suggestions about Sewer Lateral Insurance?

(OPEN)