



WHERE COMMUNITY AND SPIRIT MEET™

**Kirkwood City Council Work Session
Agenda
Thursday, September 19, 2019, 5:30 p.m.
Kirkwood City Hall
Main Level Conference Room
139 South Kirkwood Road
Kirkwood, MO 63122
(Posted September 17, 2019)**

(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 the September 12, 2019 Work Session Minutes**
- II. Pay Classification Adjustments (5:30 p.m. to 6:00 p.m.)**
- III. Community Center Survey (6:00 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 September 12, 2019 at 7:00 a.m. Present were Mayor Griffin, Council Members, Luetzow, Duwe, Edman, Zimmer, Wurtz and Ward. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer Georgia Ragland, City Clerk Laurie Asche, and Deputy City Clerk Fredrick Doss.

APPROVAL OF AUGUST 15, 2019 MEETING MINUTES

Motion was made by Council Member Ward and seconded by Council Member Duwe to approve the August 15, 2019 minutes. The motion was unanimously approved.

OMCI – MSD PROPOSAL

Chief Administrative Officer Russell Hawes briefly reviewed the Metropolitan St. Louis Sewer District (MSD) Capital Project funding regarding Stormwater projects, presented to Council at the August 8th work session. The board of Trustees was seeking input from municipalities as to whether to begin generating revenue to address unfunded storm water related issues in the watersheds under the management of MSD, as well as how they would like the funds generated to be administered. Two options were presented:

- Option 1: Funding administered by MSD – Funding generated would be totally administered by MSD. MSD would plan, design, and construct projects within each area based on available funding and established priorities to address flooding and erosion.
- Option 2: Funding Administration Split – Funding generated within each municipality/unincorporated area would be split between MSD and the local agency at 50/50 or other ratio. Municipality/county would use its funds to address its priority storm water issues. MSD would use remaining funds to plan, design and construct projects within each area based on available funding and established priorities to address flooding and erosion.

There are 3 Stormwater watersheds that impact Kirkwood; Deer Creek, Sugar Creek, Gravois Creek. The property tax for storm water & sanitary sewer programs were established by MSD in the past, and MSD lowered the property tax to zero in 2016. In April of 2019 the voters turned down a referendum to change the tax rate to a different methodology of funding. Now MSD is considering reinstating the tax rates and they would like to know which option the City would like to utilize from the options presented at the August 8th meeting. Staff recommends selecting Option 2, wherein half of the revenue generated will go to MSD and the other half will be set aside in a fund for the City to utilize on storm water projects it has prioritized. The City would select, design and administer projects within the watershed, with the consent of MSD. The cost of the project would be 100% reimbursable from the fund, much like a grant. Chief Administrative Officer Russell Hawes would like authorization from the Council to convey the City of Kirkwood position.

Motion was made by Council Member Duwe and seconded by Council Member Luetzow to authorize the CAO to convey the City of Kirkwood's position that, should MSD reinstitute storm water project funding as proposed in the Sugar Creek, Gravis Creek and Deer Creek basins, the city opts to participate in Option Two. The motion was approved by a vote of 6-1.

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

Laurie Asche, CMC/MRCC
City Clerk

Date: August 8, 2019

To: Georgia Ragland, Chief Administrative Officer

From: Malayna Halvorson Maes, Senior HR Consultant

Re: 2020 Salary Schedule Recommendations

Police and Fire Pay Plans

McGrath Human Resources Group was asked to conduct an analysis of the Police and Fire Salary Schedules for the City Kirkwood for the recommended Salary Schedule adjustment effective 1/1/2020.

For consistency, McGrath utilized the same comparable organizations used in the 2018 Study. The City provided the Consultants with 2019 data from the Public Salary database and was supplemented by McGrath data used in recent projects with overlapping comparable organizations. The same methodology for analysis that was used for the 2018 Study was utilized with the 2019 data.

Based on this analysis, it is recommended the City adjust both the Fire Pay Plan and Police Pay Plan by 4% effective 1/1/2020.

The City is also recommended to review the wages of the Command Staff who are placed on the Civilian and Fire Department Command Pay Plan. In order to minimize compression between the Fire Captains and higher ranks, the City should also ensure the Fire Marshal and Deputy Chief are also adjusted by 4% in 2020.

Finally, given the current market conditions for public safety positions in the St. Louis metro area, employers are continuously monitoring and adjusting these wages. The City is recommended these Pay Plans again be evaluated in 2020, for 2021.

Civilian Pay Plan

Dr. Victoria McGrath provided you 2020 wage projection information in July 2019. At this time, the anticipated 3.25% projected salary trends for 2020 continue to hold. With CPI-U at 1.6% (June 2019), our current recommendation is to apply 1.75% for an overall Salary Schedule adjustment on 1/1/2020 and utilize the merit process for additional increases. The July CPI-U numbers will be released in mid-August to help forecast any changes to that trend as we enter the last part of 2019.

City of Kirkwood
Classification and Pay Plan
Fire Employees (excluding Command Staff)
Effective January 1, 2020

Firefighter/EMT		1	2	3	4	5	6	7	
		\$58,238.96	\$60,131.73	\$62,086.01	\$64,103.81	\$66,187.18	\$68,338.26	\$70,559.25	
		\$60,568.52	\$62,537.00	\$64,569.45	\$66,667.96	\$68,834.67	\$71,071.79	\$73,381.62	
Firefighter/Paramedic	Training		1	2	3	4	5	6	7
		\$58,663.20	\$62,909.60	\$64,954.16	\$67,065.17	\$69,244.79	\$71,495.25	\$73,818.85	\$76,217.96
		\$61,009.73	\$65,425.98	\$67,552.33	\$69,747.78	\$72,014.58	\$74,355.06	\$76,771.60	\$79,266.68
Engineer			1	2	3	4	5	6	7
			\$62,909.60	\$64,954.16	\$67,065.17	\$69,244.79	\$71,495.25	\$73,818.85	\$76,217.96
			\$65,425.98	\$67,552.33	\$69,747.78	\$72,014.58	\$74,355.06	\$76,771.60	\$79,266.68
Captain			1	2	3	4	5	6	7
			\$78,637.00	\$81,192.70	\$83,831.46	\$86,555.98	\$89,369.05	\$92,273.54	\$95,272.43
			\$81,782.48	\$84,440.41	\$87,184.72	\$90,018.22	\$92,943.81	\$95,964.48	\$99,083.33

Community Attitude and Interest Survey: *Let your voice be heard today!*

The City of Kirkwood would like your input to help prioritize the need for the INDOOR recreation, fitness, and social facilities for our community. This survey will take approximately 10 minutes to complete. When you are finished, please return your survey in the enclosed postage-paid, return-reply envelope. There is also an option to respond to this survey online. You can do so by going to the website: cityofkirkwoodparkssurvey.org. We greatly appreciate your time.

Are you a resident of the City of Kirkwood?

_____ (1) Yes, Please continue with the survey.

_____ (2) No, Please discontinue the survey (This is for City of Kirkwood residents only)

1. From the following list of INDOOR recreation program spaces provided by the City of Kirkwood at the Kirkwood Community Center, please indicate how often you and members of your household have used each program space during the past 12 months by circling the appropriate number to each of these.

Times your household used program spaces at Kirkwood Recreation Center

	<u>Never</u>	<u>1-6</u>	<u>7-20</u>	<u>21+</u>
A. Kirkwood Recreation Station Ice Arena	1	2	3	4
B. Kirkwood Community Center Gymnasiums	1	2	3	4
C. Kirkwood Community Center Meeting Rooms	1	2	3	4

2. How would you rate the overall quality of the INDOOR facilities operated by the City of Kirkwood that you and members of your household USED during the past 12 months?

_____ (1) Excellent

_____ (3) Fair

_____ (5) Don't Know

_____ (2) Good

_____ (4) Poor

3. From the following list, please check ALL the other facilities that you and members of your household used for INDOOR recreation, fitness and social activities during the past 12 months.

_____ (1) Private Fitness Clubs

_____ (2) YMCA

_____ (3) Churches

_____ (4) Community Center in Other Communities (i.e. Des Peres Lodge, Webster Groves)

_____ (5) Universities/Colleges/Junior Colleges

_____ (6) Public Schools

_____ (7) Private Schools

_____ (8) Other: _____

_____ (9) None

4. Which ONE of the following statements best represents how Kirkwood's INDOOR recreation, fitness and social facilities that you are currently using meet your needs?

_____ (1) Meet all of your needs _____ (2) Meet some of your needs
 _____ (3) Do not meet any of your needs

5. The City of Kirkwood is considering developing additional INDOOR program areas, at the existing Community Center location. Listed below are potential features that could be incorporated into the design of new/expanded INDOOR program areas. For each one, please indicate approximately how often you and members of your household would use each of these features by circling the appropriate number to the right of the feature.

	<u>Several Times</u>	<u>Once Per</u>	<u>Once Per</u>	<u>A Few Times</u>	<u>Never</u>
	<u>Per Week</u>	<u>Week</u>	<u>Month</u>	<u>Per Year</u>	
A. Walking and Jogging Track	1	2	3	4	5
B. Weight Room and Cardiovascular Equipment	1	2	3	4	5
C. Aerobics/Fitness/Dance Studio	1	2	3	4	5
D. Meeting/Party/Reception Fitness	1	2	3	4	5
E. Child Care Facilities for Facility Users	1	2	3	4	5
F. Arts and Crafts Room	1	2	3	4	5
G. Children's Play Area	1	2	3	4	5
H. Other: _____	1	2	3	4	5

6. If the City of Kirkwood expands/builds new INDOOR recreation, fitness, and social programs spaces that you and members of your household would use, which ONE of the following statements best represents how often you think that you or other members of your household would visit the center.

_____ (1) Several times per week _____ (4) monthly
 _____ (2) Once per week _____ (5) Less than once per month
 _____ (3) A few times a month _____ (6) Never

7. Counting yourself, how many people in your household are:

Under age 5 _____ Ages 15-19 _____ Ages 35-44 _____ Ages 65-74 _____
 Ages 5-9 _____ Ages 20-24 _____ Ages 45-54 _____ Ages 75+ _____
 Ages 10-14 _____ Ages 25-34 _____ Ages 55-64 _____

8. What is your age? _____

9. Your gender:
 _____ (1) Male
 _____ (1) Female

10. Which one of these best describes your home?

_____ (1) Single Family Residence

_____ (2) Apartment

_____ (3) Condominium

_____ (4) Other: _____

11. If fitness related elements such as a walking/jogging track, cardiovascular equipment, weight training equipment, and exercise studio were added to the community center program how likely would you be to pay for the opportunity to use such services based on the following approximate prices/fees for residents:

	<u>Daily</u>	<u>Monthly</u>	<u>Annual</u>
A. Adult	\$ 5	\$25	\$250
B. Senior	\$ 4	\$20	\$200
C. Family	\$ 12	\$70	\$550
D. Youth	\$ 3.50	\$15	\$150

_____ (1) Will Not Use

_____ (2) Somewhat Likely

_____ (3) Likely

_____ (4) Very Likely