



WHERE COMMUNITY AND SPIRIT MEET®

WORK SESSION MINUTES

A work session of the Kirkwood City Council was held on February 11, 2016, at 7:00 a.m. Present were Mayor McDonnell, Council Members Biedenstein, Griffin, Jaksetic, Luetzow, Sears, and Ward. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer Georgia Ragland, City Clerk Betty Montaño, and Public Information Officer Beth von Behren.

APPROVAL OF WORK SESSION MINUTES

Motion was made by Council Member Jaksetic and seconded by Council Member Griffin to approve the meeting minutes of February 4, 2016. The motion was unanimously approved.

CAO BUDGET MESSAGE DISCUSSION

Chief Administrative Officer Russell Hawes was in attendance to discuss the CAO Budget Message. Some of the issues discussed are as follows:

- Quan Avenue:
 - Mr. Hawes had provided information requested by the council regarding the Quan Avenue project.
 - Concern expressed that there are other needs in the city that may have a higher priority.
 - Council has been provided with information on this project in the past and staff moved forward with the project since there didn't seem to be objection from the council.
 - Are there place folders for capital projects funding in the future?
 - Has cost sharing for this project (with the school district) been considered?
 - Is grant funding available for this project? If council supports the project staff will try to get funding assistance, but no guarantee.
 - Staff needs to know quickly whether or not the council supports the project because of pre-orders, putting out specs for equipment, etc.
 - Three of the four property owners have agreed to providing easements.
 - This is a carry-over project that was left out of the Taylor project with anticipation that it would be addressed separately.
 - The funding for the project is coming from the Electric Fund and the projected funds would be usable for other capital type of projects.
 - It was the consensus of the council that more prioritization probably needs to be done and discussion of the priorities needs to take place on future projects.
 - Mr. Hawes suggested that if council wants to discuss five-year capital plan at the budget retreat or at work sessions that is possible and he wanted to make sure it is understood that this is not a closed process.
- Compensation and Classification
 - Information was provided to council on last year's classification and pay plan and the proposed 2016 classification and pay plan.
 - New positions have been included in the plan.
 - The number of classifications has been reduced from 23 to 12 and several positions have been consolidated.
 - Administrative Secretary, Secretary, etc. have been consolidated to Administrative Assistant titles
 - The information provided is based on market averages



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- Discussion ensued about percentages of increases and impact on raises and that some employees could get a total of 12% increase
- Most employees won't be affected with an increase to minimum plus a 3% salary increase
- The approximate amount to bring employees to minimum is about \$24,000
- Concern that the City is moving out of the 60th percentile
- Staff will provide the council with information on salary last year versus this year

MOTION TO CLOSE THE MEETING

Motion was made by Council Member Jaksetic and seconded by Council Member Luetzow to close the meeting pursuant to RSMo Chapter 610.021 (2) Real Estate.

Roll Call Vote as Follows:

Council Member Biedenstein	"Yes"
Council Member Griffin	"Yes"
Council Member Jaksetic	"Yes"
Council Member Luetzow	"Yes"
Mayor McDonnell	"Yes"
Council Member Sears	"Yes"
Council Member Ward	"Yes"

MOTION TO OPEN THE MEETING

Motion was made by Council Member Luetzow and seconded by Council Member Biedenstein to open the meeting.

Roll Call Vote as Follows:

Council Member Biedenstein	"Yes"
Council Member Griffin	"Yes"
Council Member Jaksetic	"Yes"
Council Member Luetzow	"Yes"
Mayor McDonnell	"Yes"
Council Member Sears	"Yes"
Council Member Ward	"Yes"

The meeting was opened and adjourned.

Betty Montaño, MMC/MPCC
City Clerk