



WHERE COMMUNITY AND SPIRIT MEET®

WORK SESSION MINUTES

A work session of the Kirkwood City Council was held on March 3, 2016, at 5:30 p.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 Montañó, and Public Information Officer Beth von Behren.

APPROVAL OF WORK SESSION MINUTES

Motion was made by Council Member Griffin and seconded by Council Member Ward to approve the meeting minutes of February 18, 2016. The motion was unanimously approved.

THIRD QUARTER FINANCIAL REPORT

Director of Finance John Adams was in attendance to present and discuss the Third Quarter Financial Report. Some of the issues discussed are as follows:

- Balance Sheet – General Fund: the cash balance is just over 36% of the budgeted annual operating expenditures.
- Taxes: as of today the sales taxes are up approximately \$80,000 from this same time last year. The building permits are up approximately \$27,000 from this same time last year. A discussion took place regarding gross receipts. Gross receipts tax is the second revenue generator, behind the sales tax.
- Salary and benefits make up approximately 75% of the General Fund. A discussion took place.
- Changes in Net Position: Electric, Water and Sanitation show positive changes in Net Position.
- Council Member Sears joined the meeting.
- Question was raised and a discussion took place regarding the global economy.
- Police and Fire Pension: at approximately \$1.8 million in unrestricted cash. Expenditures to date are at approximately \$1 million.
- Parks and Stormwater Sales Tax: have approximately \$1.6 million in unrestricted cash.

BUDGET DISCUSSION

Assistant Chief Administrative Officer Georgia Ragland was in attendance and Gail Meriweather with Arthur J. Gallagher & CO participated by phone to discuss the proposed wage increases in the proposed budget. Some of the issues discussed are as follows:

- A discussion took place regarding the proposed 3% salary increase. 3% is the average salary increase in the market. Department heads have the discretion to determine how much of the 3% salary increase to give to their employees.
- Question was raised and a discussion took place regarding why CPI is generally not considered. Organizations should not be paying according to CPI, but should pay for the price of labor.
- A good performance management system is needed. Staff is looking to implement such a system within the next year.
- A discussion took place regarding the proposed five new positions. Chief Administrative Officer will make sure the fiscal year fund balance is positive in net profit before hiring any of the new positions. If the fund does not have a positive net profit, then not all the new positions will be hired.



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COMPLETE STREETS

Chief Administrative Officer Russell Hawes and Cindy Mense with Trailnet were in attendance to discuss Complete Streets. Some of the issues discussed are as follows:

- Complete Streets Initiative identifies a vision of how we want to look at street projects in the future.
- St. Louis County has adopted a Complete Streets Ordinance.
- It is recommended that a Complete Streets Ordinance be drafted for the City of Kirkwood. If an Ordinance is adopted a committee should be created to oversee aspects of how things could be implemented.
- Question was raised regarding what the pros and cons are for a Resolution versus an Ordinance. A discussion took place. An Ordinance becomes a part of the Code of Ordinances and a Resolution is a statement of policy.
- It was the consensus of the council that staff draft a Complete Streets Ordinance.

The meeting was adjourned.

Betty Montañó, MMC/MPCC
City Clerk