



WHERE COMMUNITY AND SPIRIT MEET®

### **WORK SESSION MINUTES**

A work session of the Kirkwood City Council was held on October 6, 2016, at 5:30 p.m. Present were Mayor Griffin, Council Members Duwe, Edman, Luetzow, Sears, Ward, and Zimmer. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer Georgia Ragland, City Clerk Betty Montano, and City Attorney John Hessel.

### **APPROVAL OF WORK SESSION MINUTES**

Motion was made by Council Member Sears and seconded by Council Member Duwe to approve the meeting minutes of September 15, 2016. The minutes were unanimously approved.

### **DOWNTOWN MASTER PLAN DISCUSSION ON COLLABORATION WITH IDA**

Chief Administrative Officer Russell Hawes presented and discussed the Downtown Master Plan with Parking Study. Some of the issues discussed are as follows:

- The City of Kirkwood has the opportunity to utilize IDA funding to complete a Downtown Master Plan with Parking Study.
- The study is projected to cost approximately \$120,000.
- The City has received full support of the IDA for the project. The IDA would manage the process and project and City staff would handle the procurement process.
- The plan would be completed with community and business owner input, and be coordinated with the Special Business District, the Urban Forestry Committee, and other stakeholders.
- The IDA is a City Commission with the members appointed by the City Council. However, the IDA has full control over their funds.

Motion was made by Council Member Sears and seconded by Council Member Duwe to authorize staff to draft legislation to authorize the City to negotiate a contract with the IDA. The motion was unanimously approved.

### **MOTION TO CLOSE THE MEETING**

Motion was made by Council Member Luetzow and seconded by Council Member Duwe to close the meeting pursuant to RSMo Chapter 610.021 (1) Discussion with City Attorney.

Roll Call Vote as Follows:

Council Member Sears	"Yes"
Council Member Ward	Absent
Council Member Zimmer	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"

The meeting was closed. Council Member Ward joined the meeting.

### **MOTION TO OPEN THE MEETING**

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

Council Member Sears	"Yes"
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Council Member Ward	"Yes"
Council Member Zimmer	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Mayor Griffin	"Yes"
Council Member Luetzow	"Yes"

The meeting was opened and adjourned.

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Betty Montaña, MMC/MPCC  
City Clerk