



WHERE COMMUNITY AND SPIRIT MEET®

Minutes

CITIZEN'S FINANCE COMMITTEE

KIRKWOOD CITY HALL
139 S. KIRKWOOD ROAD
Main Level Conference Room

Friday December 10, 2010 - 7:00 A.M.

Attendance

Matthew Biere, John Banjak,
Ray DeVasto, Kathy Paese, Mike Heyer, Ron Evens,
Bonita Campbell

Council Liaison – Bob Sears

Staff Liaison – John Adams, Sandy Stephens, Teresa Knese

Staff – Georgia Ragland

Visiting Department Head – Todd Rehg, Public Works

Absent

M Karl Hawkins

CITIZEN COMMENT

There were no citizen comments.

Minutes 12/3/10 Meeting

Recommend approval Ron Evens; 2nd Kathy Paese,
minutes approved

New Business:

- Budget review Todd Rehg, Public Works
- Roundtable discussion on departmental recommendations

Todd Rehg (Street):

- Street crews work strictly on maintenance, forestry (trimming and removing trees), lawn maintenance, and snow removal
- City buys salt for snow removal in the summer. Current contract is active until August 2011.
- Street replacement is contracted. Concrete streets are being replaced with concrete and asphalt streets are being replaced with asphalt.
- The Federal Government is mandating stricter guidelines on the reflectivity of the street signs. The city is working on upgrading the signs.
- New street sweeper purchased in January 2010 for \$190,000. Meets EPA requirements and has a life expectancy of seven to ten years. Special Business District is swept three times a week.
- Increase in radio equipment maintenance due to aging radio system. Partnered with the police department for new equipment.
- Staffing for snow removal is a little short. Employees from Sanitation, Water, and Parks are used, and there are regular trucks fitted with blades for non-CDL licensed employees to use.
- Questioned why the Street Department cuts all of the city areas outside the Parks and Parks contracts out?
- Capital:
 - Purchase of a hydraulic lift trailer the will replace three trailers.
 - Purchase of a walk-behind mower.

Todd Rehg (Engineering/Building Commission):

- Todd discussed the Zoning Administrator hired in 2008 and his job duties.
- Permit applications are starting to trend upwards in commercial and single family homes.
- Question asked from committee about parking in the Special Business. Zoning administrator surveyed parking and determined there is plenty of spaces but not enough for were

you want to go. It is not convenient and sometimes people have to walk.

- Aberdeen project is keeping a building inspector busy.
- Slight upgrade in building permits.
- Deputy Building Commissioner retiring in March 2011. Budgeting for part-time employee to temporarily fill the position until a replacement is hired.
- New BOCA codes books need to be purchased.
- Capital:
 - Engineering Technician salary paid out of capital funds.

Todd Rehg (Sanitation):

- Single family recycling begins January 1, 2011. Multi-family will be at a later date yet to be determined.
- Recycling cart delivery will begin Monday, December 13, 2010. Cost of the carts will be reimbursed through a grant.
- Re-emphasize the cost saving implications to residents as the program gets under way.
- Questioned if there was any way the city could approach an area gas station to get a discount on fuel for the whole city. Georgia stated she is currently having Kim Butts check into this.
- Capital:
 - Upgrade of security card access into building.
 - Mixed paper compactor, applying for a grant to get 80% of the cost back.

Other Comments Made:

- Ron questioned capital improvement budgets being higher than last year. Is there a review board? Stated there was a capital budget committee but they no longer meet.
- Councilman Sears commented that Shop and Save sued and the city prevailed.
- Councilman Sears also commented that asking gas stations for a two-cent reduction in fuel for the

city maybe the entire gross margin for most fuel retailers.

- John Adams asked the committee to take a look at the materials Finance gives to them and let Finance know if they have any comments or suggestions on what they would like or not like to improve the process. John Banjak asked for an overview in front of the budget books to assist them in finding sections faster.

Next Meeting Discussion Topics:

- Committee's respective departments and prioritizing discussion and opinions about that department.
- Each committee member to come up with issues identifying key areas to talk about.
- Committee members to read over last years recommendations.
- John will get with Water on more detail on the requested storage building on costs and specifics on what costs entail.
- Since last year a lot of research and reporting was completed by the committee on legal fees, the committee agrees to sideline the issue for the year. Mr. Brown is scrutinizing the invoice monthly.
- Vote on issues of recommendations.

Meeting Adjourned: Next meeting Friday December 17, 2010 at 7:00 a.m. at City Hall