

**CITY OF SHREWSBURY**  
**BOARD OF ALDERMEN**  
**WORK SESSION OF THE BOARD OF ALDERMEN**  
**October 22, 2013**

A Work Session of the Board of Aldermen of the City of Shrewsbury, Missouri was held at 6:00 p.m. this 22<sup>nd</sup> day of October, 2013 in the Aldermanic Conference Room of City Hall for the transaction of such business that may come before the Board.

There were present:

Mayor ..... Felicity Buckley  
Alderman ..... Elmer Kauffmann  
Alderman ..... Mike Travaglini  
Alderwoman..... Chris Gorman  
Alderman ..... Sam Scherer  
Alderman ..... Rick Steingrudy

There were also present:

City Attorney ..... Michael Daming  
Director of Administration..... Jonathan D. Greever  
Director of Finance ..... Danielle Oettle  
Police Chief..... Jeff Keller  
Street Superintendent..... Tony Wagner  
City Clerk..... Carly West  
Fire Chief..... Bill Fox

**Roll Call**

Mayor Buckley opened the meeting and City Clerk West commenced with the roll call. A quorum of the Board was present.

**Closed Session**

Alderman Travaglini made a motion that the Board adjourn to a closed session with closed record and closed vote. Alderman Scherer seconded the motion and upon roll call, the following vote was recorded: Alderman Kauffmann, "Aye"; Alderman Travaglini, "Aye"; Alderman Scherer, "Aye"; Alderman Steingrudy, "Aye".

The work session resumed at 6:25 p.m.

**Approval of Minutes**

Mayor Buckley introduced the minutes for the October 8, 2013 regular session and noted that as a matter of procedure, if there is any objection to the minutes as presented, any errors or omissions needed to be brought up for discussion so the concerns are on the record and so minutes could be corrected before they are voted on. She then opened the floor for discussion. There being no discussion, Alderman Scherer made a motion to approve the minutes. Alderwoman Gorman seconded the motion, and it passed unanimously.

Mayor Buckley introduced the minutes for the October 8, 2013 work session and opened the floor for discussion. There being no discussion, Alderwoman Gorman made a motion to approve the minutes. Alderman Scherer seconded the motion, and it passed unanimously.

### Hear Citizens

None present.

### Parks Board Nomination

Mayor Buckley presented the nomination of Sue Kriegshauser to the Parks Board. She and Alderman Travaglini noted that Ms. Kriegshauser is a life-long resident of Shrewsbury. Alderman Travaglini made a motion to approve her nomination. Alderwoman Gorman seconded the motion, and it passed unanimously.

### Police Department Vehicle Purchase

Police Chief Jeff Keller stated that he had learned that Joe Machens Ford in Jefferson City had been awarded the state contract for 2014, and that the price for a police vehicle would be increasing by \$500. He stated that he had contacted Machens, who offered to sell the City a police vehicle at the 2013 price immediately, but the City would not be required to pay or take delivery until 2014. He requested that the Board allow him to purchase the vehicle immediately for \$25,523.00. Alderman Scherer made a motion to grant the request. Alderman Steingrubby seconded the motion, and it passed unanimously.

### Citizen of the Year Nominations

Mayor Buckley opened the floor for Citizen of the Year nominations, noting that the Board did not have to complete nominations right then, but would instead be able to nominate a citizen at subsequent meetings. Alderman Kauffmann nominated Joe LaVenture, stating that he had done a tremendous amount of volunteer work for the community. Mayor Buckley noted that Mr. LaVenture had been approached about being the Grand Marshal of the Centennial parade, and he had declined due to his health. Alderman Travaglini nominated Greg Meyer noting that he had been very active with the Centennial celebration and the Historical Society. Mayor Buckley asked that the Aldermen consider who they would like to nominate before the next meeting.

### Budget Workshop #2

Mayor Buckley directed the Board's attention to the memo from Finance Director Danielle Oettle, stating that Ed Tabash would be coming in to make a presentation to the Board regarding insurance so they would have a better idea of what is happening. She noted that the Affordable Care Act would be a consideration in insurance renewal, and she would recommend that the City keep the benefit package mostly the same for the upcoming year and not jump into any large changes right away. She noted there might be options in the private insurance market where the City might be able to provide a lump sum and the employee would be able to choose their own insurance coverage. She also noted that she felt there was not enough information at this point to really make any informed decisions. Ms. Oettle noted that the insurance provider had stated there would be increased fees that would result in the City's yearly increase being more substantial than it had been in the past.

Mayor Buckley stated that the projected surplus in the general fund for 2013 could be applied to the general fund deficit for 2014. Ms. Oettle stated that the surplus was unassigned, so there were other options available, such as putting it in the capital improvement fund. Mayor Buckley noted that there was \$200,000 that would need to be budgeted over the next two years for the street repair grant that had been awarded to the City. She noted that if the money were held in an available fund, it would give the impression that it was

available for use, and that it would be better to leave it as one amount, as it would be earning more interest that way.

Alderman Kauffmann asked Ms. Oettle what interest rate the City could get if that money were invested in a CD. Ms. Oettle stated that it would need to be a one-year CD so the funds could be available when needed, and the interest rate on that kind of investment was less than 1%.

Chief Keller asked how the money was being moved or if it were just being encumbered. Ms. Oettle answered that it would show as a cash reserve or investment, and Chief Keller noted that it was all on paper and no actual money was moving. Ms. Oettle answered that the money was not earning any interest by just sitting in the bank account, and explained that the City had moved away from having a sweep account because the fees associated with a sweep account were more than the interest it was making in that account. The fees had gone down by about \$300 per month, and that was with a loss of \$40 per month in interest, so it made more sense for the City to carry a higher daily balance than have a sweep account.

Mayor Buckley noted that she had reduced "consultant fees" in the Elected Officials section down to \$10,000. She stated that further analysis had been done, and the previous amount of \$15,000 was unnecessary. She stated that they were going to try to complete an update of the Comprehensive Plan, the Capital Improvement Plan, and the Employee Manual, and there would probably not be any projects other than that.

Mayor Buckley stated that in the Parks Department, \$4,000 would be removed from the Special Events line, as that was the amount budgeted for fireworks, and with the exception of the Centennial Celebration, those had not been purchased and had been donated. She also noted that there had been discussion as to having the Fall Festival later in the afternoon since there were not many people between 11am and 3pm, and possibly cutting down the number of bands, and saving some money in that way. Mr. Wagner stated that he had concerns about cutting the hours of the Fall Festival, as there was the hole-in-one that made money for a good cause, and there were many children who came to play during the earlier hours. Alderman Steingrubby asked about the craft booths, and Mr. Buck answered that they did not sell much before early afternoon. Mayor Buckley stated that the play area could still be up, but perhaps there could not be a band, and Mr. Wagner suggested the idea of just having recorded music playing.

Alderman Travaglini suggested the idea of moving the Fall Festival from Saturday to Sunday. Chief Fox stated that having the event that long would be very hard on people if they didn't have a day to rest afterwards. Mayor Buckley stated that she would have concerns about having an event that late on a school night, as many people stayed to enjoy the fireworks at the end, but might not stay that late if they had children that needed to be up early the next day.

Mayor Buckley stated that the \$4,000 would be removed, and efforts would be made to move some of those expenses around and find some savings. She noted that it would be easier to plan closer to the event.

Alderman Kauffmann asked if other festivals start at 3:00 p.m., and Mayor Buckley stated that she did not know how other municipalities work. Alderman Kauffmann stated that dropping the soccer game might have made that difference, and Mayor Buckley noted that there was a good group for the soccer game, but very few people came over and actually stayed the whole day. Alderman Kauffmann stated that he thought people did stay. Mayor Buckley asked Mr. Buck, and he stated that there was not any sort of sustained crowd because of it.

Mr. Wagner stated that the date needed to be considered so it didn't fall on the same day as the balloon race, or Affton's or Webster Groves' festivals. Mayor Buckley noted that the crowd that they were hoping to draw was mostly the Shrewsbury crowd but that even with this year being the Centennial Festival, the grounds were pretty empty between around noon and 3:00 p.m.

Mayor Buckley asked each of the Aldermen individually if there were any general fund expenditure cuts that the Board needed to consider. None of the Aldermen had any additional cuts to suggest. She asked Ms. Oettle for her recommendation as to where to apply the surplus from 2013, and Ms. Oettle stated that she would consider the options.

Mr. Buck explained to the Board that \$15,000 had been budgeted for repairs to the roof over the gym, but he had gotten an estimate, and the contractor had stated that the roof could be minimally repaired for around \$500 and last at least a couple more years. He stated that he would like to use those funds instead to purchase a Gator and an apparatus to drag the fields, both of which were very much needed. Alderman Scherer noted that the Gator was probably around 15 years old, and only meant to last around 5 years. Mr. Buck stated that the equipment could be purchased for the amount being saved on the roof. Mayor Buckley noted that since it would be saving some employee time, there could be some time devoted to landscaping. Mr. Buck stated that he would provide better numbers to adjust the Parks capital improvement budget.

Mayor Buckley asked each of the Aldermen individually if there were any expenses they would like to see cut from the capital improvement fund, and none of the Aldermen had any suggestions.

Ms. Oettle raised the issue of the printers and copiers, and Mr. Greever explained that he and Ms. Oettle had been in talks with DaCom and Xerox, and they explained that since the capital improvement deficit were not as high, they had discussed with both of those companies the possibility of seeing some savings with an early contract renewal or an early buy-out. The saving for doing this in the current year instead of the subsequent year would be around \$6,700. Ms. Oettle stated that they were waiting some final proposals, but they would potentially be asking the Board to make that purchase early.

Alderwoman Gorman stated that she was impressed with the work the department heads were doing to improve the City's financial situation.

Chief Fox stated that he had been surveying the ambulance fees charged by the surrounding municipalities, and that Shrewsbury charged significantly less than some. The fees needed to be based on actual costs, but that costs had risen and there might be areas where fees might need to be raised, such as mileage.

### Old Business

None.

### New Business

Mayor Buckley reminded the Board that Make A Difference Day was the following Saturday and that Mr. Buck had procured some trees from Forest ReLeaf at no cost to the City. She noted that over the past four years, around 90 trees had been planted, and some of them that had been planted near the City Center would help with the energy efficiency of the building.

Mayor Buckley informed the Board that there would be some building permit changes coming, as the current Code does not deal with larger scale building projects and building permits currently only last six months, which does not address larger projects.

Mayor Buckley stated that she had attended the kick-off meeting of the merged St. Louis City/County Economic Development Board. She stated that there was a push to unite the City and County which was supposed to go to a vote of the cities, but they were already in the process of trying to merge services such as police department. She discussed the pros and cons of the merged economic development board and some of the questions that she had asked of them and the concerns that she had.

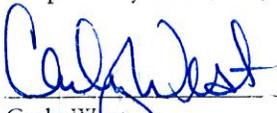
Alderman Steingrubby asked if there were any updates regarding the South County Connector project. Mayor Buckley answered that there was still time for the County to respond to the responses. She stated that she had heard that sentiment was that the project would die until the elections were over.

Mr. Wagner noted the trees that were being taken out at Lansdowne. Mayor Buckley answered that the area he was referencing was a re-landscaping project. She stated that is a multi-million dollar project and that she would be following the progress. She also noted that there was a CID passed for redevelopment in the Grant's Park shopping center. She finally noted that the bowling alley was undergoing a great deal of work and would be opening soon.

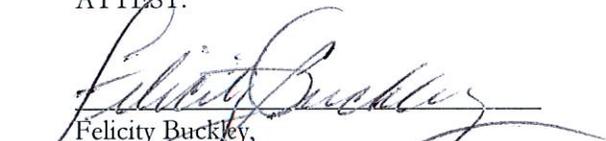
**Adjourn**

Alderman Travaglini made a motion to adjourn. Alderman Scherer seconded the motion, and it passed unanimously. The work session adjourned at 8:00 p.m.

Respectfully submitted,

  
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Carly West,  
City Clerk

ATTEST:

  
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Felicity Buckley,  
Mayor