

**CITY OF HAZELWOOD  
COUNCIL WORK SESSION  
MAY 11, 2016**

**CALL TO ORDER**            A Council work session was called to order by Mayor Matthew G. Robinson at 6:00 p.m. on Wednesday, May 11, 2016, in the Council Chambers at Hazelwood City Hall, 415 Elm Grove Lane.

On roll call the following members of the Council were present:

Robert M. Aubuchon  
Don W. Ryan  
Robert Parkin II  
Matthew G. Robinson  
Russell Todd  
Rosalie Hendon  
Mary G. Singleton  
Carol A. Stroker

Councilman Warren H. Taylor was not present. Mrs. Wolf declared a quorum was present. Also present were City Manager Matt Zimmerman and City Clerk Colleen Wolf.

**AGENDA**                    Mayor Robinson suggested item 2.b, Discussion of Audit of Robertson Fire Protection District, be moved to the last item on the agenda.

There were no objections.

**SPECIAL ORDER OF BUSINESS**

**RESIDENT NOTIFICATION OPTIONS**            Mr. Aubuchon requested a discussion of resident notification options because of the percentage of people without internet access and the desire to keep residents well informed.

Mr. Aubuchon stated, with the plan to cut printing and mailing of the newsletter and Activity Guide and rely heavily on Facebook and the City's website, he believes affordable ways to get information to residents without internet access should be considered.

Communications Coordinator Tim Davidson responded staff has discussed ways to reduce the cost of printing the newsletter and Activity Guide, such as more cost-effective two or one color formats which would reduce production costs by \$800 to \$1,000. However, the majority of the expense associated with the newsletter and Activity Guide is the cost of postage for mailing.

Mr. Aubuchon stressed the importance of keeping residents informed and involved, particularly the elderly who often don't have computers. He suggested holding monthly informational sessions at one of the recreation centers.

Mrs. Stroker suggested elderly residents can keep informed through the Hazelnuts.

Staff will continue to seek ways to keep residents informed in addition to Facebook and the City website.

F.Y. 2017 BUDGET            Mr. Zimmerman stated, since the April 13 budget work session, staff identified additional potential changes to the proposed fiscal year 2017 budget.

For example, Cabela's must pay sales tax to the City based on a minimum of \$50 million in sales in accordance with their contract. Therefore, the fiscal year 2016 estimate and fiscal year 2017 proposed budgets have been adjusted to account for shortfall payments of \$51,000. Total changes to the fiscal year 2016 budget estimate are approximately \$87,000 and total changes to the fiscal year 2017 proposed budget are approximately \$863,000. The General Fund deficit is estimated at almost \$1 million for the current fiscal year and at \$1 million for next fiscal year which would place the reserve at 17.6% at the end of fiscal year 2017. Per policy, the City will implement expense reductions and/or find new revenue sources to eliminate the deficit when reserves fall below 17%.

Mr. Aubuchon expressed opposition to additional budget cuts at this time.

In response to additional Council comments, Mr. Zimmerman stated the deficit situation is revenue driven. Revenues are currently 9% under budget. Court fines continue to decline, business license fees have decreased significantly, and sales and property taxes are down. In general, revenues are trending down and expenses are trending up due to personnel costs. Mr. Zimmerman stated the Council could wait another year in anticipation that an agreement can be made with the fire districts.

Mrs. Hendon asked the status of the proposal to restructure.

Mr. Zimmerman stated the decision to restructure is the Council's. If the Council desires, discussion can take place in closed session.

BOARD/COMMISSION        Mrs. Wolf stated with the recent Charter amendment, the  
APPOINTMENTS            Mayor will now make all board and commission  
PROCEDURE                appointments with approval of the City Council.

Mrs. Wolf stated the Council would make any recommendations to the Mayor who would then make the nomination. She suggested the Council could notify her of any recommendations. She would then provide the Mayor with a list. The preliminary procedure for reappointments would remain unchanged. Each year around this time, the Council would receive a list of board and commission members whose terms will expire in June. Council members would then call those individuals to confirm their willingness

to serve an additional term. Those names would be submitted to the City Clerk who would provide them to the Mayor for nominations. Approval of the appointments would be by the full Council.

Mrs. Singleton suggested, when a Council member recommends an appointment from another ward, the Council member from that ward should be notified.

Mayor Robinson suggested copies of any letters to newly appointed or reappointed board and commission members should be provided to Council members of all affected wards.

**AUDIT OF RFPD** Mayor Robinson reported, due to concerns related to risk and conflicts in the language of HB 2777, the Robertson Fire Protection District (RFPD) withdrew support of the bill last week.

Mayor Robinson discussed the lack of cooperation and willingness by the RFPD to negotiate. He suggested staff investigate the process for requesting a state audit of the district in order to assist the City in future efforts by clarifying their financial position.

In response to comments by Mr. Aubuchon concerning the portion of the City within RFPD boundaries, Mr. Zimmerman stated it's impossible to accurately calculate the amount of revenue and expenses for the area. For example, the amount of utility taxes and sales taxes collected is proprietary information.

Mayor Robinson suggested adoption of a resolution to request that, in the event the City is in deficit spending, the RFPD reduce the City payment to the district by the amount the district has been contributing to their reserve.

Several Council members expressed disappointment in the unwillingness of the fire districts to work with the City.

Mayor Robinson stated the resolution will serve to educate and inform the public.

**ADJOURNMENT** The meeting was adjourned at 6:50 p.m.

ATTEST:

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Matthew G. Robinson - Mayor  
City of Hazelwood, Missouri

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Colleen Wolf, MMC - City Clerk  
City of Hazelwood, Missouri