

MEMORANDUM

DATE: March 8, 1993

TO: Michael G. Herring, City Administrator

FROM: ^{WCH} William C. Hawn, Director of Public Works/City Engineer

RE: Minutes - Meeting (3/3/93) Public Works/Parks Committee

A meeting of the Public Works/Parks Committee was held on March 3, 1993. Those in attendance included Councilmember Dick Hrabko, Chairperson, (Ward IV), Councilmember Nancy Greenwood (Ward I), Councilmember Ed Levinson (Ward II), Councilmember Alan Politte (Ward III), City Administrator Michael G. Herring, Director of Public Works/City Engineer William C. Hawn, and Assistant City Engineer Michael O. Geisel. Also in attendance were City Attorney Doug Beach, Director of Planning Jerry Duepner, Recreation Activities Coordinator Rob Rich, Chairperson Bill Kolath (Highway Beautification Committee), Chairperson Becky Minogue (Chesterfield Citizens Committee for the Environment), and Ms. Vietta Mydler, Mr. Dennis Hayden, and Mr. Sid Koltun representing the Home Builder's Association.

The following is a listing of those items discussed by the Committee at this meeting:

1. Chairperson Kolath of the Highway Beautification Committee opened the discussion by outlining the three tasks his committee was assigned: Highway 40/340 Beautification Project, maintenance of grassy medians on Highway 40, and the City Limit Sign Project. Pertaining to the 340/40 Highway Beautification Project, Mr. Kolath reviewed the process for obtaining bids for this project. He stated that the successful bidder is required to maintain and guarantee the growth of all the trees, shrubs, and plants. The plant materials are to be checked by Chip Soule, District Landscape Supervisor for the State Highway Department, to make sure nothing is defective. The landscape plantings include 1,272 trees, bushes, and shrubs, 4,000 annual flowers, and 640 pounds of dwarf fescue grass seed. Eleven requests for proposals were sent out to various nurseries and seven bids were received by the City. Mr. Kolath reported that Mr. Soule's cost estimate for materials alone had been \$24,241. Baxter Gardens was the low bidder, for a total of \$36,681, which was further itemized to indicate \$24,454 for materials and \$12,227 for labor. The Highway Beautification Committee recommends that City Council accept the low bid of \$36,681 from Baxter Gardens. The budget for this project is \$50,000. Councilmember Politte motioned to recommend to City Council that Baxter Gardens be awarded the bid in the amount of \$36,681. Councilmember Greenwood seconded the motion, which passed

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unanimously. Councilmember Hrabko suggested that the landscaping department/horticulturist from St. Louis County Jail be contacted to see if there is an interest in bidding on this project. Councilmember Hrabko indicated he would contact the County Jail's horticulturist. [Note: Councilmember Hrabko later determined that the St. Louis County Jail could not handle this project at the present time.]

Mr. Kolath next explained that the Highway Beautification Committee was also responsible for areas along Highway 340, southwardly to Baxter Road and north of Highway 40 to Roosevelt Parkway. In these areas, the grassy medians require periodic mowing and cleaning. The City solicited bids for the maintenance of these medians along Highway 340. Three companies submitted bids, and the Highway Beautification Committee recommends that the low bidder, Contemporary Landscaping, be awarded the bid of \$5,468. Councilmember Politte made a motion to recommend that Contemporary Landscaping be awarded the bid. Councilmember Greenwood seconded the motion, which passed unanimously. The total annual allocation for the highway beautification was \$50,000. The remaining balance, after bid award for the above-noted project, is \$13,319. After awarding the bid for cutting of the grassy medians, the balance remaining in this account would be \$7,851. It was further noted that the City will accept this firm's bids for the next four years, after 1993, and determine if funding should be appropriate each year for this purpose. If so, these bids will be binding on this firm.

Mr. Kolath informed the Committee that the Highway Beautification Committee had solicited various firms to design a "City Limit Sign", as part of a design competition. The response from the solicitation was extremely poor and the Highway Beautification Committee was not totally satisfied with any of the proposed signs submitted. He requests that the Public Works/Parks Committee authorize \$500, such that the Highway Beautification Committee may hire a graphic design firm to design a suitable sign. Councilmember Levinson motioned to authorize a \$500 allocation. Councilmember Politte seconded the motion, which passed unanimously. The Committee indicated that the sign design be compatible with an overall signage program within the City. The \$500 is to come from the \$7,851 remaining in the Highway Beautification budget.

2. Councilmember Levinson requested to have the meeting minutes from the previous meeting of 2/4/93 be revised on: Page 1, Item #1, second sentence to read as follows: "He proposed an amenity incentive zoning for all development in an effort to get park land donations." Councilmember Levinson motioned to approve the meeting minutes for 2/4/93, as amended. Councilmember Greenwood seconded the motion, which passed unanimously.

3. Chairperson Minogue of the Chesterfield Citizens Committee for the Environment

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opened discussion regarding the Financial Assistance Application for Solid Waste Management. Ms. Minogue indicated that several changes were necessary prior to submitting the application. Specifically, the original application had not provided for shipping and handling costs and the cost associated with an additional mailer insert. The net affect of these changes is to increase the total cost by \$200 to \$5,994. Councilmember Politte made a motion to approve these changes and authorize submission of the grant application. Councilmember Greenwood seconded the motion, which passed unanimously. The total cost to the City will be \$19 for in-kind expenses and \$579 in cash commitment expenses.

Ms. Minogue discussed the possibility of co-sponsoring a household hazardous waste collection with St. Louis County. Ms. Minogue indicated that it would not be possible to host the collection activity within Chesterfield, as there are no sites available. Councilmember Levinson expressed concern as to the potential location of the collection site. Councilmember Levinson wanted an assurance that the collection site would be within a reasonable proximity to adequately serve Chesterfield residents. Ms. Minogue indicated that the cost to co-sponsor the collection would most likely be an in-kind contribution not to exceed \$200 and that she felt comfortable that the site would be reasonably close. Councilmember Levinson made a motion to authorize co-sponsoring the household hazardous waste collection activity with an in-kind contribution not to exceed \$200. The motion was seconded by Councilmember Greenwood and passed unanimously.

4. Councilmember Politte informed the Committee that the Parks, Recreation and Arts Citizens Advisory Committee has requested that a second mailing be made to the trustees who had not responded to the initial Common Ground Survey. Councilmember Levinson motioned that the survey be mailed as requested. Councilmember Greenwood seconded the motion, which passed unanimously.

Councilmember Politte introduced Recreation Activities Coordinator, Rob Rich, who informed the Committee of the various recreation programs planned. Mr. Rich informed the Committee that the "Egg Hunt" may not be scheduled, due to the tight time frame involved in scheduling this event. Councilmember Levinson asked if any of these events would involve a cost to the City. Mr. Rich explained that the goal for funding the various events is not to exceed \$100 per event. However, it is his goal to have these activities funded by local businesses, at no cost to the City. Councilmember Greenwood commented that the City should be cautious with the "Day Camp" program at Forest Lake Tennis Club. She is concerned that the tennis club is a for-profit organization and would like to have the City's blessing on this project. Councilmember Hrabko is concerned that the "Chesterfield Festival at Faust" event would be duplicating similar programs that are frequently scheduled at the park. Councilmember Politte requested that Mr. Rich be allowed more time to investigate these events. Councilmember Politte motioned to receive and file this activity

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report. Councilmember Levinson seconded the motion, which passed unanimously.

5. Mr. Dennis Hayden, representing the Home Builder's Association, requested that the revised escrow release policy, which requires the City to notify residents of pending acceptance of streets, sidewalks, and storm sewers, be held in abeyance until St. Louis County completes its study on escrow procedures. Mr. Hayden indicated that the HBA does not believe it is appropriate to involve residents in the final inspection process for escrow release. He made the Committee aware that St. Louis County has experienced problems in the past and advised that St. Louis County has hired an independent consultant to study the escrow release procedure. Councilmember Hrabko discussed the Committee's reasoning for sending out letters to residents prior to escrow release. City Administrator Herring stated that, assuming this new policy would be reaffirmed, the City had worked with the HBA on the wording of the letter to the homeowners. The Committee agreed to look at the St. Louis County Study when it is completed and be open to ideas for reevaluating the escrow procedures. Mr. Hayden indicated that the HBA was appreciative that the City solicited their input as to the wording of the letter and that he felt it was reasonable that the City continue its current policy until such time as the results of the County study are available. Councilmember Hrabko requested Staff continue to monitor the internal escrow process and provide recommendations, if necessary, at future Committee meetings.

6. Councilmember Hrabko requested a motion to move into Executive Session to discuss potential litigation with City Attorney Beach. Councilmember Greenwood made the motion and Councilmember Politte seconded. The motion passed unanimously. A roll call vote was taken, with the following results: Councilmember Levinson - aye; Councilmember Hrabko - aye; Councilmember Politte - aye; and, Councilmember Greenwood - aye. Councilmember Greenwood motioned to end the Executive Session. Councilmember Politte seconded the motion, which passed unanimously.

Director of Public Works/City Engineer Hawn summarized the creek erosion problem at 1183 Richland. The previous owner to the property had installed a tie wall in an attempt to stabilize the embankment. The subdivision trustees had provided seed to help vegetate the area. The area is now starting to erode and undermine, and the slope is starting to fail. The property owners would like to bring the City into this situation. Staff has gone out to look at the erosion and give the home owners/trustees some options as to what can be done to correct this situation. Mr. Hawn feels we should not get involved into any type of design work. We can advise them of their options, but can not design the correction. Mr. Beach agreed that the City should not accept responsibility to repair the problem. Councilmember Hrabko reminded the Committee that there is nothing the City can do without changing its policy on erosion control and open channel maintenance. The Committee received and filed this information reaffirming the current policy.

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Mr. Herring requested that the Committee authorize implementation of the Creek Blockage Removal Program, as outlined in Mr. Hawn's memo dated 2/24/93. Councilmember Politte motioned to authorize this program. The motion was seconded by Councilmember Greenwood, which passed unanimously. Bids will be sought for the purchase of a used crawler, while City Attorney Beach completes his work regarding preparation of hold-harmless agreements.

7. Mr. Beach opened discussion on settlement of escrow agreement claims for The Forest - Plats I, II, and III, and Green Trails West Subdivision. The Resolution Trust Company has offered to settle these escrow claims for \$.95 on the \$1.00. Councilmember Politte motioned to accept the RTC offer. Settlement of these claims will allow the City to correct outstanding deficiencies to public improvements. Councilmember Greenwood seconded the motion, which passed unanimously.

8. Councilmember Politte made a motion to recommend approval of an ordinance to prevent the unauthorized moving of barricades. Councilmember Levinson seconded the motion, which passed unanimously. This item will now go to City Council for approval.

9. Councilmember Levinson opened discussion on acceptance of Old Woods Mill. According to Councilmember Levinson, St. Louis County has suggested that the City hold off on the acceptance of Old Woods Mill Road for a couple of years. St. Louis County and Missouri State Highway Department are presently negotiating regarding several similar items. It was agreed by the Committee that Old Woods Mill Road should be a County arterial road, because it links Clayton Road, Town & Country Commons Shopping Center and St. Luke's Hospital. Councilmember Politte suggested that we do not accept the street, but provide snow removal. Mr. Hawn stated that he has talked with the State and they have no objection to the City plowing Old Woods Mill Road. Councilmember Levinson also requested that a letter be written to the State and to St. Louis County, that the City would not accept this street at this time but that the City would do snow removal. Councilmember Politte made a motion to delay acceptance of Old Woods Mill Road, pending resolution of discussions by the State and the County, but that the City will provide snow removal. Councilmember Greenwood seconded the motion, which passed unanimously. Mr. Herring will send a letter to all appropriate parties.

10. Councilmember Hrabko advised the Committee that Councilmember Levinson is requesting Staff to evaluate the feasibility of sites within Chesterfield Valley to deposit street rubble. Councilmember Politte made a motion for Staff to investigate the feasibility of locating a landfill in the Valley. Councilmember Greenwood seconded the motion, which passed unanimously.

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11. Councilmember Hrabko announced that the next meeting of this Committee will be held on Thursday, April 8, 1993, at 5:30 p.m.
12. There being no further business, the meeting was adjourned.