

**DATE:** April 8, 2003  
**TO:** Michael G. Herring, CA  
**FROM:** Brian McGownd, DDPW\ACE



**SUBJECT: Meeting Minutes, PW\Parks 3/31/03**

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A meeting of the Public Works/Parks Committee began at 5:45 p.m. on Monday, March 31, 2003. Councilmembers in attendance were Chairperson Barry Flachsbart (Ward 1), Bruce Geiger (Ward 2), Mike Casey (Ward 3), Connie Fults (Ward 4) and Dan Hurt (Ward 3). Also in attendance were, Mike Herring – City Administrator, Mike Geisel – Director of Public Works/City Engineer, Brian McGownd - Deputy Director of Public Works\Assistant City Engineer, Darren Dunkle - Superintendent of Parks, Recreation and Arts, Bonnie Hubert – Superintendent of Engineering Operations, and June Nunn – GIS Specialist and also in attendance were David Human and Lee McKinney.

The meeting was called to order at 5:45 p.m.

**\* To be discussed at 4/21/03 meeting of City Council.**

**Agenda Item #1: Councilmember Casey motioned to accept the meeting minutes of the PW\Parks Committee from January 27, 2003, as submitted. Councilmember Fults seconded the motion. The motion passed unanimously, 4 – 0.**

**Agenda Item #2:** Darcy Capstick, Co-chair of the CCE, told the Committee about “Project Re-Directory”, which is a telephone book recycling program sponsored by SBC. She said the program consists of collection containers being placed at various drop-off points, the collection of the containers, promotional materials, media releases, examples of materials that are made from recycled phone books, all at no cost to the City. She said drop-off points could be located at local Starbucks Coffee Houses, Chesterfield Mall, Chesterfield Fire Protection District Headquarters, and City Hall. Ms. Capstick suggested placing a recycling drop-off container in the roundabout at the intersection of Stemme and City Center Drive. Mr. Geisel indicated that a container could not be placed on the pavement and it would prevent busses from using the roundabout. After a brief discussion, the Committee directed Staff to work with Mrs. Capstick to review alternatives and to determine if a potential drop-off site can be located at City Hall.

**Agenda Item #3:** Mr. Geisel reported, as previously directed by the Committee, that Mr. Rob Emmett, Urban Forester with the Missouri Department of Conservation, had visited the Manor Lake Subdivision and determined that the Street Maintenance Division had followed recommended practices with regard to tree trimming and per City policy. He also stated that Mr. Emmett trained the Street Maintenance Division last Fall, as he has done each year. Mr. Emmett would prefer that the City amend its policies to include more ornamental pruning and to provide a consistent height of pruning. Mr. Politte asked if a property owner could trim trees adjacent to their property, instead of the City crews. Mr. Geisel indicated that the Public Works Maintenance Division distributes a notice to residents prior to the beginning of their trimming activities in the area. The notice explains the proposed activity and advises residents that if they would prefer to trim the trees themselves, they would be able to do so as long as they trimmed to City specifications. After further discussion regarding the City’s practice of providing ten foot clearance over sidewalks and twelve foot clearance over the street, Councilmember Casey requested that Staff provide the Committee with information regarding tree-trimming programs in other communities. Councilmember Geiger stated that the

Committee may desire to revisit the trimming policy at a later date.

**Agenda Item #5:** Mr. Geisel told the Committee that he had been advised that the Mayor had received a request from Dr. Goodman, the President of Logan College, that consideration of using Logan College facilities in conjunction with the City's park operations be pulled from the agenda. Mr. Geisel did not have any details, but indicated that he did confirm that the request to remove the item from consideration had been delivered to the City. After some discussion, **Councilmember Casey motioned to table this item until further details could be provided. Councilmember Geiger seconded the motion, which passed unanimously, 4-0.**

**Agenda Item #6:** Mr. Herring discussed the legal opinions provided by Mr. Beach regarding the Sewer Lateral Program. Specifically, Mr. Beach provided opinions which confirmed the City's ability to "lend" funds to the sewer lateral account and confirming that the City has no legal obligation to repair qualifying defective sewer laterals if sufficient funds are not available in the sewer lateral fund. Mr. Herring also provided a brief update of the current status of the program. He indicated that if the rate of program applications submitted continued, Staff did not anticipate a funding shortage or the need to place applications on a waiting list. Mr. McGownd advised that he regularly reviews the status of the program, on a monthly basis. If the financial situation changed, Staff would so advise the Committee. Mr. Geisel reminded the Committee that they had previously directed Staff to develop suggested plan modifications. Staff is developing these recommendations and will be working with the PWCAG with regard to potential modifications to the current Sewer Lateral Insurance Program. Any recommendations or proposed revisions will be returned to this Committee for further action.

\* **Agenda Item #7:** Mr. Geisel stated that the City had been approached by property owners in the Valley requesting that the City forward fund the construction of a water main north of Highway 40 from the existing main at the U.S. Ice Sports Facility to the existing main at the Outdoor Equipment site. Mr. Geisel reminded the Committee that the City selectively participated in forward funding agreements, using TIF funds to construct previously identified critical infrastructure. The Council had directed Staff to work towards construction of as many of the identified \$30 million in critical infrastructure and set aside \$15 million for this purpose. Staff was to leverage the funds to the greatest extent practicable. Mr. Geisel indicated that the water main extension was on the critical priority project list and that the forward funding agreement would be similar to the agreements previously approved by the City Council. He said that, among others, the water main would serve the new Junior Achievement site. Current estimates of the water main extension are approximately \$800,000. A total of five property owners would benefit from the improvement, and would each contribute a pro-rata share, except for the Outdoor Equipment site which had previously funded the cost of extending another water main under the highway to their site, to which the currently proposed water main would connect. The Committee asked whether or not the forward funding agreements provided an escalation clause for the future reimbursements paid by the property owners. Staff was directed to review and report back to Council prior to Council acting on the forward funding agreements. **Councilmember Geiger motioned to recommend to Council, that the City Administrator be authorized to execute forward funding agreements with the adjacent property owners as outlined in Mr. Geisel's memorandum dated March 25, 2003. Councilmember Casey seconded the motion. The motion passed unanimously, 4 – 0.**

**Agenda Item #4:** Mr. Geisel, with the help of June Nunn, GIS Specialist, performed a demonstration of the City's Geographical Information System. Mr. Geisel advised the Committee that the public GIS station was active and in use in the City Hall lobby. He indicated that he had observed significant use over the last week. Mr. Geisel and Mrs. Nunn demonstrated the GIS system using the built-in audio-visual and network connections. The Committee was provided information to show how to access the system, and instructed how to navigate through the menu system to fully utilize all of the maps, databases, plats, and information that is available through the system. A user guide was distributed to the Committee. Mr. Geisel advised the Committee of the three levels of functionality available and the current ten user license restrictions on the system. He also indicated that the five year budget included funds to upgrade to ARCIMS in 2004, which would allow the GIS system to become network based and move toward internet availability. After a brief discussion, Chairperson Flachsbart commended Staff on their continued development of the GIS, and thought that as it was developed, it was a terrific asset to the City which allowed Staff to be more efficient and effective.

\* **Agenda Item #8:** Mr. Geisel explained that, as part of the rezoning process for the Villas at Ladue Bluffs, the traffic restrictions were included as part of the "Attachment A". An ordinance is required to establish the traffic restrictions for codification purposes when amending the appropriate traffic schedules. **Councilmember Casey motioned to recommend approval of the ordinances which creates turn and parking restrictions on various streets within the Villas at Ladue Bluffs development, and to forward said ordinances to City Council for consideration and approval. Councilmember Fults seconded the motion, which passed unanimously, 4 – 0.**

**Agenda Item #9:** Mr. Geisel stated that three private streets within the Nooning Tree Subdivision had been constructed under the supervision of Chesterfield Staff and they meet the City's minimum construction criteria. Staff recommends construction acceptance of the specific streets. He reminded the Committee that public streets are accepted for public maintenance by ordinance. Since private streets are not accepted for maintenance, Council had adopted a policy which requires approval of Staff's recommendation to accept construction of the private streets. **Councilmember Casey motioned to approve the following private streets within the Nooning Tree Subdivision: Brightfield Manor Drive, Brightfield Manor Court and Speckledwood Manor Court. Councilmember Fults seconded the motion, which passed unanimously, 4 – 0.**

\* **Agenda Item #10:** Mr. McGownd explained the purpose and need for an ordinance that formally requires as-built information and certifications to be submitted for all Valley Master Stormwater improvements that are constructed as part of development. Councilmember Geiger stated that the proposed ordinance did not clearly reflect when the information was to be submitted to the City. It was pointed out that Section 1 of the proposed ordinance states "Upon completion of the improvements" the information is to be submitted. After some discussion, **Councilmember Casey motioned to direct Staff to revise the proposed ordinance to clarify when the as-built/certification information was to be submitted, and to forward the revised ordinance, with the Committee's favorable recommendation, to City Council for consideration and approval. Councilmember Geiger seconded the motion, which passed unanimously, 4 – 0.**

**Agenda Item #11:** Mr. McGownd gave a brief summary of the Sub-Basin Management Plan for the Meadowbrook Farm Subdivision Project, which had been prepared by Intuition & Logic under contract to the City, funded jointly by the City and a 2002 State Stormwater Grant. He stated that the report identified 19 different interventions, which are broken into four construction phases based on priority, location and access. He said that a portion of Phase I would be addressed by St. Louis County as part of their proposed Baxter Road improvement, and that Phase II addressed the area adjacent to Thistlebriar Court. He said Staff recommended that the Public Works Department be given authorization to proceed with the development of plans and specifications for a portion of Phase I, and all of Phase II. Mr. Geisel stated that this project was the second and final “open channel” pilot project. He said with the 2003 State Stormwater Grant, sufficient funds were available in the current budget to address the phases that Staff recommended. He said that Staff would not take any action until official word was received that the City had been awarded the 2003 grant. **Councilmember Casey motioned to receive and file the Meadowbrook Farms Sub-Basin Management Plan prepared by Intuition & Logic dated March 2003, and to authorize the Public Works Department to proceed with the preparation of plans and specifications for the construction of the grade control intervention listed in Phase I, as well as all of the interventions listed in Phase II of the report, and to recommend to City Council that the project should be pursued. Councilmember Geiger seconded the motion, which passed unanimously, 4 – 0.** Councilmember Geiger reminded the Committee that 2003 State Stormwater Grant funds has also been sought for the preparation of a basin plan for the Shenandoah Subdivision, and that the trustees of the subdivision have been told that they would have to supply the matching funds. The Shenandoah Subdivision was expected to meet in June of this year and formally determine if they would fund the local share of this project. The Department of Public Works will not proceed or obligate itself in any financial way relative to the Shenandoah project until such time as Shenandoah has formally committed to fund the local share of the project costs.

**Agenda Item #12:** Mr. Herring advised the Committee that at various times, Council has expressed their interest in developing a trail in conjunction with the Monarch-Chesterfield Levee. David Human representing the Levee District, advised that the Levee District was supportive of such a trail concept, continued to cooperate with the City, but also advised the Committee that the Levee District was legally prohibited from using Levee District authority to condemn or acquire easements, or use Levee District funds for this purpose. Mr. Lee McKinney discussed the potential of Federal financial participation for recreation purposes. He indicated that the Federal Government is technically able to participate at a 50% cost sharing level, up to 10% of the total levee project cost, which is currently estimated to be \$60 million. The recreation portion must be separately justified economically and approved. Mr. Geisel advised the Committee, that as part of the Parks Division’s effort to update the Parks Master Plan, Mr. Dunkle was attempting to develop a conceptual master trail plan. It is important to note that the levee does not form a full loop and plans need to be developed on how to accomplish the full connection, how to accommodate street crossings, how to develop trail access, and how the various City facilities would be interconnected. Mr Geisel further commented that this was a very busy time within the Parks Division and that this effort was not a short term endeavor. The Committee advised Mr. McKinney and Mr. Human, that the City was very interested in pursuing a “levee trail” along with the associated ancillary infrastructure such as trailheads, rest stops, parking areas, multiple trail access points and trail kiosks. They further indicated that the levee trail system

was but one component of an overall system of interconnected trails that would connect City parks, wetland areas, extend into Maryland Heights and ultimately interconnect with access points connected to the Katy Trail.

**Agenda Item #13:** Chairperson Flachsbart said he had expected the information that he had prepared a few months ago regarding the appointment/re-appointment of members to the PWCAG would have been included in the Committee's packet. He said the information would have assisted the other Committee members in understanding the qualifications of the current members, the Wards they represented, and a possible scenario regarding the length of terms for re-appointed members. After a brief discussion, Mr. Geisel said that the information Chairperson Flachsbart prepared would be placed in each of the Committee member's mail slot at City Hall. The Committee was asked to review the information, and submit nominees for the PWCAG to the Mayor, who would then review and make appointments as he saw fit, which would then have to be approved by City Council at a later date.

**Agenda Item #14:** Mr. Geisel reminded the Committee that City Council recently authorized a contract with Thomas and Hutton Associates to provide assistance to the City in updating the Valley Stormwater Model and creating a point-in-time version to mark a point in time stage of development and model development. He also indicated that it is difficult to create a point-in-time version at the same time that functional equivalent proposals are being considered. It simply creates additional variables and a condition that the point-in-time model is outdated as soon as its completed. **Councilmember Flachsbart motioned to recommend to City Council that Staff not consider any functional equivalence studies for development in Chesterfield Valley, during the time period that Thomas and Hutton Associates is working with the City to develop a validated, point-in-time version of the stormwater model.** Mr. Geisel indicated that Staff expected a point-in-time, validated model to be available within eight months. Every effort would be made to accomplish the effort more expeditiously to decrease this timeframe. He also indicated that not reviewing functionally equivalent proposals would allow development to continue as long as it was consistent with the existing Stormwater Master Plan. As long as site improvements were proposed consistent with the Master Plan, development would be allowed to proceed without any impediments or delays related to the Master Plan. Councilmember Casey seconded the motion which passed unanimously, 4 – 0.

**Agenda Item #15:** Councilmember Geiger shared with the Committee a concern expressed to him by a resident regarding the signalized pedestrian crossing/traffic signal at Old Baxter Road/Old Clarkson Road and Baxter Road. He said the resident complained that when the "walk" button was pushed, and the "walk" sign was given, that vehicles were still allowed to make right and left turns across the crosswalk that was just given clearance to walk. He stated that the resident had met with the St. Louis County Department of Highways and Traffic regarding this matter. Mr. Geisel explained that he had spoken to the resident and St. Louis County regarding his concern. As is typical with all intersections, free flowing right turns and unprotected left turns are allowed to be made regardless if the "walk" sign was given to pedestrians, but that the pedestrian has right-of-way. Vehicles making turns in this situation are required to yield to pedestrians in the crosswalk. Councilmember Geiger said that the County had put up signs at this intersection informing vehicles to yield to pedestrians in the crosswalk. After some further discussion, Councilmember Casey suggested that Staff prepare an article to be placed in the "Citizen Newsletter" that informed residents of the standard operation of signals with

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regard to pedestrians crossing the roadway at designated crosswalks. Mr. Geisel said that Staff would prepare such an article for an upcoming Citizen Newsletter.

The meeting was adjourned at 7:38 PM.

The next meeting of the PW/Parks Committee is scheduled for June 9, 2003, at 5:45 p.m. in Conference Room No. 102 and 103 located at City Hall.

cc: Mayor John Nations  
Department Heads/Executive Staff