

# MEMORANDUM

TO: Michael G. Herring, City Administrator  
FROM: Mike Geisel, Director of Public Services  
SUBJECT: Planning & Public Works Committee Meeting Summary  
Thursday, April 23, 2015

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A meeting of the Planning and Public Works Committee of the Chesterfield City Council was held on Thursday, April 23, 2015 in Conference Room 101.

In attendance were: **Chair Connie Fults** (Ward IV), **Councilmember Nancy Greenwood** (Ward I), **Councilmember Bridget Nations** (Ward II), and **Councilmember Dan Hurt** (Ward III). (*Councilmember Nations arrived at 5:34 p.m.*)

Also in attendance were: Councilmember Mike Casey (Ward III); Councilmember Bruce DeGroot (Ward IV); Mike Geisel, Director of Public Services; Jim Eckrich, Public Works Director/City Engineer; Aimee Nassif, Planning & Development Services Director; John Boyer, Senior Planner; and Kathy Juergens, Recording Secretary.

The meeting was called to order at 5:30 p.m.

## I. APPROVAL OF MEETING SUMMARY

### A. Approval of the March 19, 2015 Committee Meeting Summary.

Councilmember Greenwood made a motion to approve the Meeting Summary of March 19, 2015. The motion was seconded by Councilmember Hurt and **passed** by a voice vote of 3-0.

## II. OLD BUSINESS - None

## III. NEW BUSINESS

### A. Selection of Officers and Committee Assignments

- Chair of Planning & Public Works Committee/Planning Commission Liaison
- Vice Chair of Planning & Public Works Committee
- Chesterfield Historic and Landmarks Preservation Committee
- Board of Adjustment

Councilmember Fults volunteered to be *Chair of Planning & Public Works Committee/Planning Commission Liaison*.

Councilmember Greenwood volunteered as Council Liaison for the *Chesterfield Historic and Landmark Preservation Committee*.

Councilmember Hurt volunteered to be *Vice Chair of the Planning and Public Works Committee*.

Councilmember Nations was recommended to serve as Council Liaison to the *Board of Adjustment*.

**Councilmember Greenwood made a motion to approve the Officer and Committee Assignments.** The motion was seconded by Councilmember Hurt and **passed by a voice vote of 3-0.**

- B. T.S.P. 46-2015 Sprint (7 Chesterfield Mall):** A request to obtain approval for a Telecommunications Siting Permit to accommodate three (3) new panel antennas for an existing array within the "C8" Planned Commercial District of land located internally on the Chesterfield Mall property with an address of 7 Chesterfield Mall.

#### **STAFF REPORT**

Mr. John Boyer, Senior Planner, presented the request for three additional panel antennas located on the roof of Chesterfield Mall. The rooftop array was approved in 2002 administratively prior to the adoption of the City's current telecommunication's requirements. Since Sprint will be adding antennas beyond what was originally approved, the tower must receive a Telecommunications Siting Permit as required by current code. The array will not be expanded in any way.

#### **Discussion**

In response to Councilmember Hurt's questions, Russell Been, Collective Solutions, stated the antennas are 10 feet high from the roofline to the top of the antenna and screening is not necessary because their position in the center of the rooftop keeps them from being visible.

**Councilmember Hurt made a motion to forward T.S.P. 46-2015 Sprint (7 Chesterfield Mall) to City Council with a recommendation to approve.** The motion was seconded by Councilmember Greenwood and **passed by a voice vote of 4-0.**

**Note: This is a Telecommunications Siting Permit which requires a voice vote at the May 4, 2015 City Council Meeting.**

**[Please see the attached report prepared by Aimee Nassif, Planning and Development Services Director, for additional information on T.S.P. 46-2015 Sprint (7 Chesterfield Mall.)]**

- C. All Hazard Mitigation Planning Resolution**

#### **STAFF REPORT**

Mr. Mike Geisel, Director of Public Services, advised that last August City Council approved a Resolution indicating the City's intent to participate in the regional All Hazards Mitigation Plan update which allows the City to be eligible for disaster mitigation funds. The 2015-2020 update for Missouri has been completed and this Resolution adopts the referenced plan.

**Councilmember Hurt made a motion to forward the All Hazard Mitigation Planning Resolution to City Council with a recommendation to approve.**

Councilmember Greenwood pointed out the requirement for a yearly inspection of the levee system and asked if the Levee District handles this. Mr. Geisel stated that the Corps of Engineers actually performs the required inspection.

The above motion was seconded by Councilmember Nations and passed by a voice vote of 4-0.

**Note: One Resolution, as recommended by the Planning & Public Works Committee, will be needed for the May 4, 2015 City Council Meeting.  
See Resolution #**

**[Please see the attached report prepared by Mike Geisel, Director of Public Services, for additional information on the All Hazard Mitigation Planning Resolution.]**

#### **D. Chesterfield Parkway East Pedestrian Bridge**

##### **STAFF REPORT**

Mr. Jim Eckrich, Public Works Director/City Engineer, stated that for several years, the City has been seeking funding for a pedestrian bridge over I-64 near Chesterfield Parkway East. The City was able to secure a grant of \$900,000 through the Transportation Alternatives Program (TAP). The total estimated cost of this project is \$2,075,000 of which City Council had previously set aside \$420,000. Staff is recommending the following actions be taken:

1. Recommend to Council an additional allocation of \$755,000 from the General Fund – Fund Reserve.
2. Approve a Program Agreement with MoDOT in order to accept this grant. The Agreement contains the same standard language used within other federally funded projects, such as South Greentrails Drive, Appalachian Trail and Ladue Road.
3. Approve an Engineering Service Contract with HR Green in the amount of \$84,000 for bid preparation work.

##### **Discussion**

Councilmember Greenwood questioned if preparation for the bid involves engineering work. Mr. Eckrich stated most of the engineering is complete, however, since the plans are dated 2012, they will need to be reviewed and revised to meet current standards. Additionally, the consultant will coordinate with utilities, obtain approval of other governmental agencies, and review structural submittals.

Chair Fults asked what the total cost of the project was at the time Council allocated \$420,000. Mr. Eckrich indicated the City anticipated receiving a grant for 80% of the total project so the \$420,000 was based on 20%. The total project was estimated to be \$2.6 million at that time.

Councilmember Hurt stated that when this is completed, there will be a walkable pedestrian pathway all the way around the Parkway except for the area across from P.F. Chang's. Mr. Geisel confirmed and stated this includes sidewalks, lighting, pedestrian heads at the intersection, and it will connect with the improvements that Mercy will be building along the Parkway. With regard to the area across from P.F. Chang's, Mr. Eckrich pointed out there is an asphalt stabilized shoulder but not a sidewalk.

**Councilmember Hurt made a motion to approve the Program Agreement with Missouri Highways and Transportation Commission, execute an Engineering Services Contract with HR Green in the amount of \$84,000, and authorize an additional transfer of \$755,000 from the General Fund – Fund Reserve. The motion was seconded by Councilmember Nations and passed by a voice vote of 4-0.**

**Note: One Bill, as recommended by the Planning & Public Works Committee, will be needed for the May 4, 2015 City Council Meeting.  
See Bill #**

**[Please see the attached report prepared by Jim Eckrich, Public Works Director/City Engineer, for additional information on the Chesterfield Parkway East Pedestrian Bridge.]**

## **E. HVAC Equipment Replacement**

### **STAFF REPORT**

Mr. Mike Geisel, Director of Public Services, stated that since the F&A Committee elected not to create a Capital Replacement/Project Fund, Staff was directed to bring such projects forward to Committee as needs dictated. One of the recommended projects was the replacement of City Hall HVAC rooftop equipment. These HVAC units have reached their expected life, and it is becoming increasingly difficult, and expensive, to keep repairing the units. There was a fairly significant failure this spring and our Maintenance Staff continues to do what it can to maintain the units and prolong their life. Staff is, therefore, requesting that \$600,000 be transferred from the General Fund – Fund Reserves for the purpose of replacing all the rooftop HVAC units.

### **Discussion**

Chair Fults asked how much was earmarked for the replacement. Mr. Geisel stated nothing was earmarked. F&A instructed Staff to apply on a project-by-project basis as time and needs dictated.

In response to Councilmember Hurt's question, Mr. Geisel replied there are eight units that need to be replaced. He further explained they are part of the same energy management system. The necessary work involves reprogramming the energy management system, updating the controls and bringing in a crane at approximately \$18,000 to place the units. Mr. Geisel confirmed that the units were all purchased at the same time, they are the original equipment, and they have reached their design life. Upgrades to the units and the energy management system will be incorporated at the time the units are replaced including an increase in capacity. Staff will work with an HVAC designer. Once the project is bid out, it will take approximately 12 weeks for the units to be built and delivered.

Councilmember Casey asked if there is current technology that will allow for the reduction of individual units while maintaining the same capacity of cooling within City Hall resulting in fewer units to maintain. Mr. Geisel stated that because the building has different uses, specific areas within City Hall are zoned separately for maximum efficiency. The Police Department and detention area have priority and must run 24/7. It is not necessary or cost effective to condition the Council Chambers on a 24/7 basis like the Police Department. There are different units for the second floor as it is necessary to only heat and cool those areas when they are occupied. There is also a completely separate unit for the IT area because of the heat load generated from the servers and computer equipment.

Mr. Geisel described the frequency of repair that City maintenance Staff has recently undertaken to maintain the units, noting that it is not feasible to continue investing in them. He further explained the current units utilize R22 refrigerant which has been phased out due to environmental reasons. While it is still available, it is very expensive at \$800/canister vs. \$50/canister when the units were first installed in 2000. However, the City will recover some costs as there is an aftermarket for R22 refrigerant and the City will also receive the salvage value on the mechanical equipment and the metals.

There was further discussion regarding the cost effectiveness of replacing all the units at one time versus a few at a time and it was determined that replacing all the units at one time is more feasible.

**Councilmember Hurt made a motion to recommend a transfer of \$600,000 from the General Fund – Fund Reserves for replacement of the rooftop HVAC equipment at City Hall.** The motion was seconded by Councilmember Greenwood.

#### **Discussion on the Motion**

Councilmember Greenwood again pointed out the need for a capital maintenance fund rather than continually asking for a General Fund transfer for projects such as this. She felt the City should have a more proactive process rather than a reactive process. This has been discussed several times; however, nothing has ever been done about it. Mr. Geisel pointed out that Staff recommended that Council transfer the amounts over the 40% threshold to a Capital Replacement Fund. Each project would still require Council approval but that money would be set aside for the replacement of capital items that cannot be ordinarily budgeted. However, Council elected not to create the Capital Replacement Fund. Councilmember Greenwood stated she was not in favor of transferring everything over the 40% reserve into that account, but felt some sort of an account is needed for capital replacements.

There was further discussion about whether there is a need to establish a Capital Replacement Fund given the fact that Staff keeps Council informed of the capital projects that will need future funding. It was also noted that such expenses cannot reasonably be included in an annual operating budget. There was general discussion relative to the \$4 million balance in the General Fund – Fund Reserve. Mr. Geisel clarified and emphasized that Finance Director Craig White has updated the 2015 end of year General Fund – Fund Reserve balance to be \$4.28 million over the 40% reserve policy, that this was not the General Fund – Fund Balance, but only that portion in excess of the 40% reserve policy. Mr. Geisel further stated that the total estimated end of year total General Fund – Fund Reserves is approximately \$14 million. It may be confusing to the general public when we refer to only that portion in excess of the 40% policy value, as the balance of the General Fund – Fund Reserves.

Mr. Geisel then pointed out that if there was a major system failure, there would be a minimum of 12 weeks to getting replacement units built and installed. Such a timeframe would have major repercussions to the IT unit and the detention facility.

**The above motion passed by a voice vote of 4-0.**

**[Please see the attached report prepared by Mike Geisel, Director of Public Services, for additional information on City Hall HVAC Equipment Replacement.]**

## **Public Street Acceptance – Reserve at Chesterfield Village**

### **STAFF REPORT**

**Councilmember Nations** made a motion to accept Oak Stand Path and Willow Weald Path within the Reserve at Chesterfield Village Plats 2 and 3 as City streets. The motion was seconded by Councilmember Greenwood and **passed** by a voice vote of 4-0.

**Note: One Bill, as recommended by the Planning & Public Works Committee, will be needed for the May 4, 2015 City Council Meeting.  
See Bill #**

**[Please see the attached report prepared by Jim Eckrich, Public Works Director/City Engineer for additional information on Public Street Acceptance – Reserve at Chesterfield Village.]**

### **G. Public Street Acceptance – Wilson Creek**

**Councilmember Greenwood** made a motion to accept Todd Evan Trail as a City street. The motion was seconded by Councilmember Nations.

#### **Discussion on Motion**

Mr. Geisel explained that Flower Homes had previously completed the streets; however, they did not meet City standards. For the past year, Ms. Nassif has worked with Mr. Flower and the residents to find a way to remediate the situation and streets now meet City standards.

The above motion **passed** by a voice vote of 4-0.

**Note: One Bill, as recommended by the Planning & Public Works Committee, will be needed for the May 4, 2015 City Council Meeting.  
See Bill #**

**[Please see the attached report prepared by Jim Eckrich, Public Works Director/City Engineer for additional information on Public Street Acceptance – Wilson Creek.]**

## **IV. PROJECT UPDATES**

Ms. Aimee Nassif, Planning and Development Services Director, presented updates on the following projects:

### **WARD I: PROJECT UPDATE**

- St. Luke's Amended Site Development Concept Plan
- Monsanto Parking Garage, Greenhouse and Technology Building
- Friendship Village – three new villas

### **WARD II: PROJECT UPDATE**

- Mercy Health Campus – Virtual Care Center

- Herman Stemme Office Park – MiTek USA
- St. Louis County Public Library – Reading Garden
- Sachs Properties – The Grove

#### **WARD IV: PROJECT UPDATE**

- Arbors at Kehrs Mill
- Falling Leaves Estates
- Spirit Valley Business Park Lot 16 – Rainbow Point Properties
- Chesterfield Commons Six – Courtyard by Marriott
- Bur Oaks
- Chesterfield Blue Valley New Development
  - Cavender’s Boot City
  - Gander Mountain
  - Gas Mart
  - Burlington
  - Premium Outlets Addition

#### **OTHER PRODUCTS CURRENTLY UNDER REVIEW:**

- Wildhorse Bluffs
- Four Seasons Plaza West
- THF Chesterfield Development
- New Covenant Group
- Property Maintenance Code Research/Update
- Petropolis
- Forum Apartments
- Four Seasons Ordinance Amendment Request
- Scott Properties
- Schoettler Grove
- Arbors at Kehrs Mill
- 1901 Wilson Road
- 18061 and 18053 Wild Horse Creek Road Boundary Adjustment
- Chesterfield Commons Development – Red Robin
- Edison Express Improvement Plans
- Monsanto 10<sup>th</sup> ASDP
- Silver Maple Farms Vacation of Easement and ASDP
- St. Luke’s Improvement Plan

#### **V. OTHER**

#### **VI. ADJOURNMENT**

The meeting adjourned at 6:23 p.m.