MEMORANDUM

TO: Michael G. Herring, City Administrator

FROM: Mike Geisel, Director of Public Services

SUBJECT: Planning & Public Works Committee Meeting Summary
Thursday, April 24, 2014

A meeting of the Planning and Public Works Committee of the Chesterfield City Council was held on Thursday, April 24, 2014 in Conference Room 101.

In attendance were: **Chair Dan Hurt** (Ward III), **Councilmember Connie Fults** (Ward IV), **Councilmember Nancy Greenwood** (Ward I), and **Councilmember Elliott Grissom** (Ward II).

Also in attendance were: Mayor Bob Nation; Councilmember Barry Flachsbart, Ward I; Planning Commission Chair Mike Watson; 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 6, 2014 Committee Meeting Summary.

Councilmember Fults made a motion to approve the Meeting Summary of March 6, 2014. The motion was seconded by Councilmember Grissom and **passed** by a voice vote of 4-0.

The Committee agreed to amend the Agenda order and began with item III.E.

III. NEW BUSINESS

E. TSP 43-2014 Verizon Wireless (132 Woodcliff Place Drive): A request to obtain approval to amend a Telecommunications Siting Permit to accommodate three (3) additional antennas on an existing lattice tower zoned R2(PEU)on a 0.41 acre tract of land located on the west side of Wildhorse Springs Drive, approximately 250 feet north of Wildhorse Springs Court (18T410128).

STAFF PRESENTATION

Senior Planner John Boyer stated that the proposed Telecommunications Siting Permit for 132 Woodcliff Place Drive is to accommodate three new antennas and accessory cables on an existing 127-foot-tall lattice tower. The antennas will be located on the existing antenna platform at 118 feet above the surrounding grade. The requested addition is not considered a substantial modification requiring a Public Hearing.

DISCUSSION

Chair Hurt asked if any modifications will be made to the structure on the ground. Mr. Boyer stated that no changes are proposed to the structure.

Citing past maintenance issues, Councilmember Fults questioned whether the site is being appropriately maintained. Mr. Boyer replied that he had visited the site a few days earlier and the site is being properly maintained. Ms. Nassif stated that if Staff had found any problems with the site, the petition would have been held.

Councilmember Greenwood asked if the proposed antennas are the same size as the existing antennas. The petitioner stated that they are proposing to add three antennas, which are larger than the existing ones. Regarding the existing 12'x30' shelter building and generator, no type of expansion or change is being done. However, they may add some computer units to the inside of the existing shelter.

Councilmember Greenwood questioned why the proposed antennas are larger than the existing ones. The petitioner replied that with the 4G technology, more things are able to be captured inside the antennas, such as wider band widths. The antennas have consistently been between 4-8 feet in size; but at a height of 120 feet they do not appear to be large.

Because of the tower's location within a subdivision, Councilmember Fults reminded the petitioner that work is to be done during the daylight hours. The petitioner acknowledged the restriction and noted that routine work will only be done during daylight hours.

Councilmember Fults made a motion to forward TSP 43-2014 Verizon Wireless (132 Woodcliff Place Drive) to City Council with a recommendation to approve. The motion was seconded by Councilmember Grissom and **passed by a voice vote of 4-0.**

Note: This is a Telecommunications Siting Permit which requires a voice vote at the May 5, 2014 City Council Meeting.

[Please see the attached report prepared by Aimee Nassif, Planning and Development Services Director, for additional information on TSP 43-2014 Verizon Wireless (132 Woodcliff Place Drive).]

F. Chesterfield Historic and Landmark Preservation Committee Policy Update

STAFF PRESENTATION

Ms. Aimee Nassif, Planning and Development Services Director/Staff Liaison for the Chesterfield Historic and Landmark Preservation Committee (CHLPC), stated the Committee would like to amend City Policy Number 3, which governs this Committee. The Committee is proposing the following three amendments:

1. Membership terms. The current language states that if a member resigns or is removed from office, they cannot be re-appointed for a period of two years. The Committee would like to remove this language.
2. Meeting quorum. Current Policy dictates that a quorum is 50% of the membership. Because a number of CHLPC members are engaged in committee activities which can occur in conflict with the scheduled monthly meetings, they are proposing to change the quorum to 30% of membership; however, votes on financial matters exceeding $300.00 would only be taken when 50% or more of the full membership is in attendance or votes by proxy.
3. Property action. The current Policy states that no action can be taken on a property without prior notification of the property owner. They would like to have the ability to do research and discuss properties at any of the meetings.

DISCUSSION

Councilmember Fults asked for clarification on the proposed amendments.

Terms of Members

Ms. Nassif stated that the Committee wants to remove the language whereby if a member resigns or is removed, they would have to wait two years before re-appointment. This was initiated in 2010 because some members had resigned and then wanted to be re-appointed. Councilmember Flachsbart indicated they currently have one member who resigned due to ill health but the CHLPC would like this person to be re-appointed as soon as they are able.

Meeting Quorum

With regard to the change in the meeting quorum, Ms. Nassif stated there are currently 15 members serving on the Committee. Many of them are not able to attend regularly. That is why they are requesting that the quorum be reduced 30%.

Action on Properties

Councilmember Fults expressed concern about the Committee researching and discussing a property without the owner's consent. Councilmember Flachsbart stated with the current language, the Committee cannot even look at the records for all the various homes that are over 100 years old because they would have to notify the homeowner. The Committee would be researching homes in general terms only. The purpose of the Committee is to identify historic homes and you cannot identify a historic home without identifying the age of the home. Ms. Nassif stated the research would not be interior research of the home, just researching available public records.

Councilmember Grissom made a motion to forward the Chesterfield Historic and Landmark Preservation Committee's Policy Updates 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 requires a voice vote at the May 5, 2014 City Council Meeting.

[Please see the attached report prepared by Aimee Nassif, Planning and Development Services Director, for additional information on Chesterfield Historic and Landmark Preservation Committee Policy Updates.]

D. P.Z. 02-2014 Herman Stemme Office Park (MiTek USA, Inc.): A request for an amendment to Ordinance 2319 to modify development criteria for 26.3 acres zoned "C8" Planned Commercial District located northeast of the intersection of Interstate 64/ US Highway 40 and Olive Boulevard (18S240179, 18S240421, 18S520602, 18S240410, 18S240498, 18S331392, 18S240443, 18S240311, 18S240201).

STAFF PRESENTATION

Ms. Aimee Nassif, Planning and Development Services Director stated that Stock and Associates Consulting Engineers, on behalf of Mitek, has submitted a request for an ordinance amendment to amend the Herman Stemme Office Park ordinance to accommodate a change to the development criteria. The ordinance includes an overall cap for square footage, which limits the square footage to approximately 338,000 square feet. The ordinance also includes a restriction limiting an individual office building to 50,000 gross square feet.

The site has approximately 110,000 square feet of development remaining. Mitek is requesting to remove the 50,000 square foot restriction for an individual office building while leaving the cap on the overall square footage unchanged. They would like to build an office building of approximately 90,000-95,000 square feet in size.

DISCUSSION

Chair Hurt questioned if this limitation includes parking structures. Ms. Nassif replied that parking structures are generally not included in square footage requirements.

Councilmember Greenwood asked for clarification as to whether the new building would be up to six stories tall. Ms. Nassif stated that Staff does not yet have a plan for the proposed building; but the ordinance does allow a six-story building.

Councilmember Grissom made a motion to forward P.Z. 02-2014 Herman Stemme Office Park (MiTek USA, Inc.) to City Council with a recommendation to approve.

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

Chair Hurt asked the petitioner if there are any plans for a parking structure on the site. The petitioner stated that there are no plans for a parking structure. Also, it is his understanding that the proposed building is a three-story structure.

Note: One Bill, as recommended by the Planning Commission, will be needed for the May 5, 2014 City Council Meeting.
See Bill #

[Please see the attached report prepared by Aimee Nassif, Planning and Development Services Director, for additional information on P.Z. 02-2014 Herman Stemme Office Park (MiTek USA, Inc.).

B. P.Z. 13-2013 St. Luke's Hospital-East Campus (222 S. Woods Mill Rd.): A request for an amendment to Ordinance 2224 to modify the boundaries and development conditions of the "MU" Medical Use District located east of the intersection of South Woods Mill Road and Hwy 141 (18Q240306).

STAFF PRESENTATION

Senior Planner John Boyer stated that St. Luke's Hospital is requesting an amendment to its existing ordinance to modify the boundaries and development conditions of the Medical Use District on their eastern campus. The petitioner is proposing to remove property covered under Ordinance No. 2224, specifically parts of 175 S. Woods Mill Road (west of Hwy 141) and to remove standards under this ordinance which pertain to the western parcel. The result would be to have one ordinance governing the entire eastern campus.

With the new ordinance, no new footprints are being planned for the buildings. The only changes are: (1) a setback modification due to the Highway 141 expansion; and (2) an increase of one-story to the parking garage structure making it eight-stories vs. the seven stories allowed in the existing ordinance.

DISCUSSION

Councilmember Grissom inquired as to the tallest existing building in the development. Mr. Boyer stated that it is nine stories but it was noted that the proposed expansion elevations in this area are lower than the existing hospital tower.

Planning Chair Watson stated that the Planning Commission approved the petition 9-0 with an amendment to the setbacks as recommended by Staff.

Councilmember Grissom made a motion to forward P.Z. 13-2013 St. Luke's Hospital-East Campus (222 S. Woods Mill Rd.) 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: One Bill, as recommended by the Planning Commission, will be needed for the May 5, 2014 City Council Meeting.
See Bill #

[Please see the attached report prepared by Aimee Nassif, Planning and Development Services Director, for additional information on P.Z. 13-2013 St. Luke's Hospital-East Campus (222 S. Woods Mill Rd).]

C. P.Z. 14-2013 St. Luke's Hospital-West Campus (175 S. Woods Mill Rd.): A request for a zoning map amendment from "MU" Medical Use District, "R-2" Residence District and "FPNU" Flood Plain Non-Urban District to create a new "MU" Medical Use District for a 40.3 acre tract of land located west of the intersection of South Woods Mill Road and Hwy 141 (18Q140343, 18Q510278, 18Q230204 and 18Q210211).

STAFF PRESENTATION

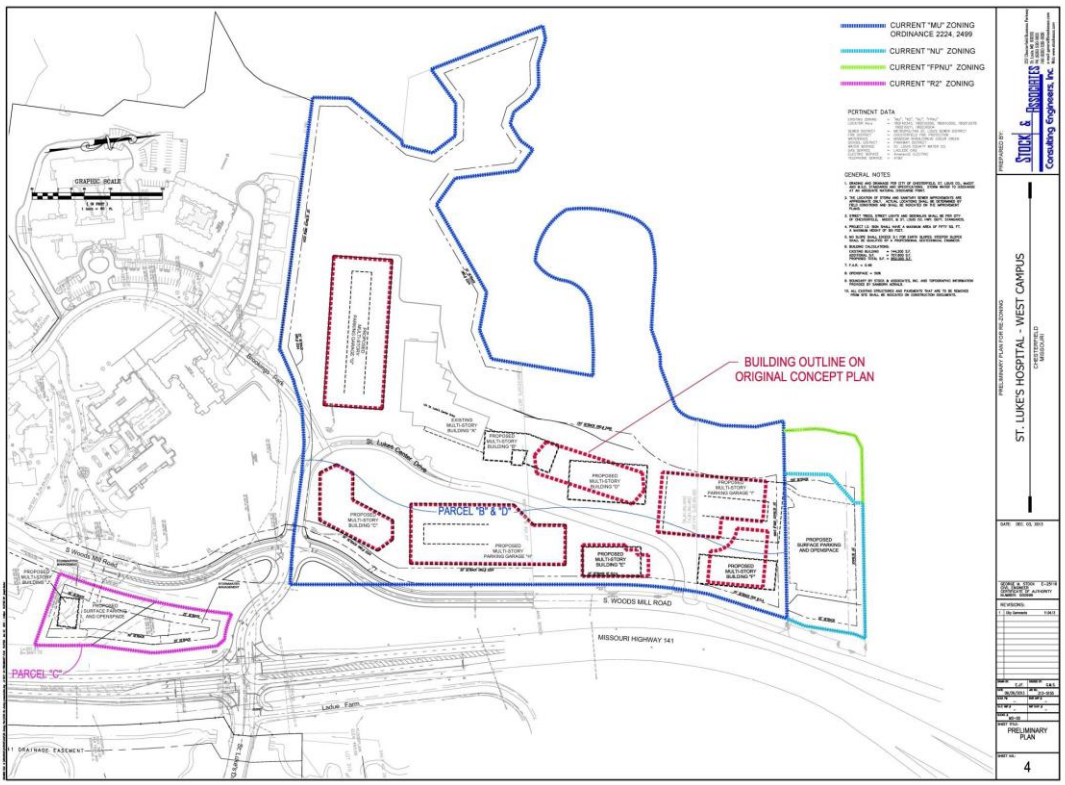
Senior Planner John Boyer stated that the area of this property is currently governed by two City of Chesterfield ordinances, Ordinance 2224 and 2499. The intent is to place the western campus under its own ordinance separate from the eastern campus.

The current request pertains to Parcels B, D, and E as shown in the aerial above. Parcels B and D are existing parcels of the campus; if approved, Parcel E would be added to the development. Mr. Mike Doster, representing the petitioner, stated that there are no current plans for Parcel C so it has been removed from this request.

Mr. Boyer pointed out that Parcel B had a setback of 25-50 feet along the western property line, which has been increased to 100 feet to match more favorably to the setbacks of Parcel D.

DISCUSSION

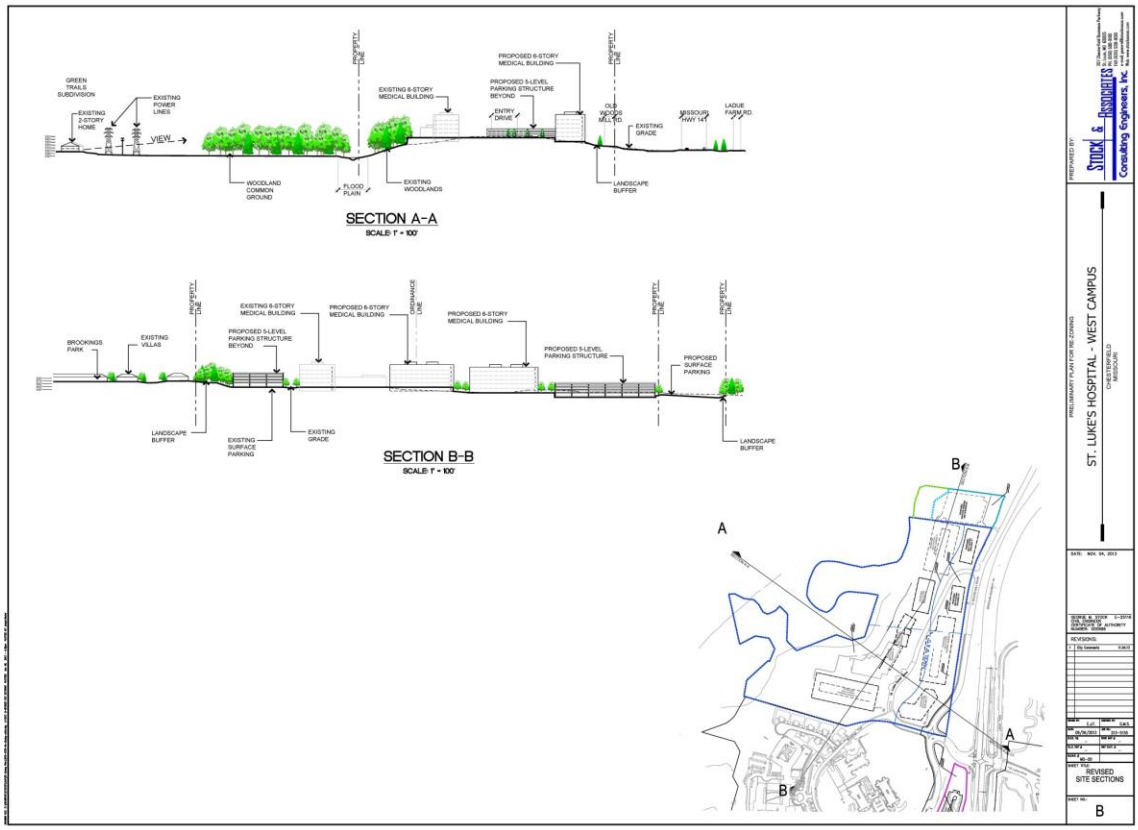
Mr. George Stock then presented a PowerPoint presentation showing the Preliminary Plan of the site outlining the proposed buildings and parking structures (shown below). The red dotted lines indicate the building outlines of the original concept plan. The black lines indicate the building outlines of the current proposal.



Regarding parking, Mr. Stock clarified the following:

- There are three parking garages proposed for the site.
- The western parking garage is scheduled to be five stories in height, which is less than 60 feet in height and which will be screened by trees. *Councilmember Greenwood pointed out that the trees are not leafed out all year.*
- One of the five-story garages will have one story built below grade.
- The surface parking lot is on bedrock.

Mr. Stock then presented cross sections of the site for the Committee's review.



Cross Section B-B (shown above) depicts the following:

- The existing villas at Brooking Park with a landscaped berm.
- New parking garage relative to the existing outpatient services building, showing how much lower the parking garage is compared to the building.
- Proposed six-story medical building, adjacent to the outpatient services building. One level of this building is below grade.
- Proposed five-level parking garage with one level below grade.
- Proposed surface parking lot.

Considerable discussion followed regarding the heights of the structures, specifically the parking garages. The Committee reviewed the structure heights compared to the treeline and each other, along with their visibility from the neighboring residences. It was noted that the angle on the berm is 3:1, which is the maximum slope allowed by the City.

Councilmember Flachsbart stated that the residents question whether they will have more square footage facing them from the hilltop than the original proposal. Mr. Stock stated that it is less square footage. The original proposal included one large building; the current proposal includes two buildings, which are less square footage than the previously proposed one building.

Councilmember Flachsbart noted that the garage will include shielding to prevent light shining onto the residences.

Planning Chair Watson stated that the Planning Commission also questioned the heights of the structures and how they would be viewed from the neighboring residential areas. After reviewing Cross Section B-B, the Commission approved the petition by a vote of 9-0. It was also noted that the Planning Commission had serious concerns about Parcel C, which has since been removed from the petition.

Ms. Nassif stated that the Planning Commission worked very hard on this petition. She added that the Preliminary Plan included in the packet shows the parking setbacks, structure setbacks, tree preservation area, and landscape berm.

Councilmember Greenwood still expressed concern about what the residents will see from their homes but acknowledged the hard work of both the Planning Commission and Staff. She noted that she will be asking for Power of Review.

Councilmember Greenwood made a motion to forward P.Z. 14-2013 St. Luke's Hospital-West Campus (175 S. Woods Mill Rd.) to City Council with a recommendation to approve. The motion was seconded by Chair Hurt and **passed by a voice vote of 4-0.**

Note: One Bill, as recommended by the Planning Commission, will be needed for the May 5, 2014 City Council Meeting.
See Bill #

[Please see the attached report prepared by Aimee Nassif, Planning and Development Services Director, for additional information on P.Z. 14-2013 St. Luke's Hospital-West Campus (175 S. Woods Mill Rd.).

G. Beautification – Olive at Woods Mill

STAFF PRESENTATION

Mike Geisel, Director of Public Services stated that on multiple occasions, City Council has requested that Staff attempt to identify opportunities to improve the aesthetics of the vacant privately owned parcel at the southwest corner of Woods Mill and Olive. Over the last few years, Staff has been unsuccessful in gaining the property owner's permission to allow any landscaping or beautification projects on the site. Councilmember Greenwood recently arranged a meeting with the property owner, who has agreed to allow the City to initiate a mutually agreeable beautification project as long as it does not encumber his ability to develop or sell the property in any way. A simple license was discussed with the property owner that would accommodate a City project to beautify and maintain such amenities, holding the property owner harmless, and providing a cancellation provision to allow the City time to remove any salvageable

materials in the event the property owner was able to execute a development or sale of the property. The property owner has informally acknowledged his consent of this concept in order to allow Staff to initiate efforts to seek Council authorization to move forward with a beautification project.

Council previously authorized funds for the beautification and enhancement of the Route 141 project. In 2013 due to the unsightly condition of the enhancements while the MoDOT project was ongoing, the City sought early acceptance of the Route 141 enhancements. The City recognized substantial savings during this process and thus there are funds available to be re-directed to beautify the Woods Mill/Olive parcel if Council so desires. It is requested that $25,000 of the Route 141 project funds be utilized for this improvement.

DISCUSSION

Chair Hurt asked what kind of amenities could be used that would be removable. Mr. Geisel advised that we may need to perform a Phase I environmental study first because there was a gas station on the property previously. This would protect the City from being accused of contaminating the site. The $25,000 will include the cost of this study. Staff will bring in topsoil, berm up around the perimeter, plant ornamental trees, low shrubs and ground cover, which will minimize maintenance of the site. Since the area will not be irrigated, drought tolerant landscaping will be planted.

Councilmember Grissom commended Councilmember Greenwood and Staff on their efforts to improve this site. It has been an eyesore for a long time. Councilmember Flachsbart agreed and asked Mr. Geisel if the curb cut entrances can be closed off so people will stop using them. Mr. Geisel stated there will be a continuous berm across that area to prevent cut through traffic, but the curb cuts will not be physically removed.

Mayor Nation expressed concern about public money being spent on private property and the precedent it could set. He asked if there was an ordinance to influence the property owner to make it presentable. Mr. Geisel said the property is currently maintained in full conformance with the City's property maintenance code. The Property Maintenance Code was developed to be least intrusive intentionally to minimize government interference with the residents' everyday life. There is no violation at this site. It is basically a gravel lot. The property would be cited when weeds are overgrown but generally they meet the property maintenance code and have no obligation beyond that. He also stated that the City will be responsible for maintaining any landscaped improvements.

Councilmember Greenwood explained this is very similar to the islands in the middle of Olive and Clarkson. It is public land but it is theoretically right-of-way and owned by the State and they can do whatever they wish with what the City has planted there. In this case, the property owner is granting the City an easement in order to make some improvements. The City will landscape the area and use materials that can be reused elsewhere. There is not one subdivision meeting that she has attended where the residents do not complain about this site. When she went door-to-door, many residents

also asked what could be done with that lot. She did not feel that the City wants an entrance into Chesterfield to look that way.

Councilmember Fults asked where the money to fund the improvements would come from. Mr. Geisel advised there was an approximate total of $200,000 set aside for enhancements at the interchanges of Olive and 141, Ladue and 141, and the Ladue Road bridge. This money was committed and the City entered into a contract with MoDOT to make those improvements. The funds were being expended, however, the City stopped MoDOT from continuing because the enhancements were going to drag out and not be maintained as the City wanted. Councilmember Fults clarified that this is not an expense of new money; this is money that has been earmarked to improve this area. Mr. Geisel confirmed this and stated that the money is allocated for landscaping and beautification purposes along this area. If the Committee concurs and directs, Staff will simply re-allocate that money.

Councilmember Grissom asked if planters could be used instead of actually planting landscaping. The planters could easily be moved somewhere else without a huge amount of expense. Mr. Geisel indicated that can be accomplished if the Committee so desires. In the past, the City has used planters; however, that was not an acceptable solution to the general public. He stated the first objective is to cover the rock and Staff suggests that it would be covered with topsoil. Chair Hurt suggested putting down topsoil and planting sod. The sod could easily be moved elsewhere. There was some discussion about the lack of water available on the site for maintaining grass and Mr. Geisel stated he wanted to minimize the amount of sod, because he wanted to minimize the mowing maintenance.

Councilmember Greenwood made a motion to approve Staff's recommendation to re-allocate up to $25,000 of previously authorized funds for the beautification of the southwest corner of Olive and Woods Mill. The motion was seconded by Councilmember Fults and **passed by a voice vote of 4-0.**

H. Chesterfield Valley Athletic Complex Signage

STAFF PRESENTATION

Mike Geisel, Director of Public Services stated the 2014 budget provides funding for new signage at the Chesterfield Valley Athletic Complex. The Parks Division and Landmark Signs have developed an attractive and effective sign concept which is similar to the signage at the entry to the Amphitheater at Central Park. The proposed sign is located adjacent to the privacy fence enclosure in the main parking lot. When combined with the landscape planter constructed by Staff, the sign and landscaping will assist in substantially obscuring the dumpster enclosure, thus enhancing the complex identification as well as improving the aesthetics.

DISCUSSION

Councilmember Greenwood asked how tall the sign is and why it is so large. Mr. Geisel said the sign is approximately 20 feet high. It was designed to obscure the dumpster enclosure and to be easily seen from the highway. There is signage within the complex indicating the location of fields, but there is no identification signage for the Chesterfield Valley Athletic Complex itself. Councilmember Fults indicated that numerous residents have remarked that there is no visible signage from Highway 40 to identify the complex.

Chair Hurt stated that it appears the sign is "see-thru" and asked how this is accomplished. Mr. Geisel stated the letters will be mounted to channels. The sign is directly modeled after the Amphitheatre signage.

Mayor Nation asked if any alternative names were considered. He pointed out that someone may drive by and think it is Chesterfield Valley, i.e., Clarkson Valley, as opposed to Chesterfield Valley Athletic Complex. Chair Hurt asked why *Valley* was so important. Mr. Geisel stated we can eliminate the *Valley*, however, there was a significant effort on behalf of the City in marketing the *Valley to distinguish it from its previous names, such as* Gumbo, etc. Chesterfield *Valley* is a regional place and is well recognized. Many people refer to it as the *Valley*.

Councilmember Greenwood asked if the funds have already been appropriated for the signage. Mr. Geisel stated $39,000 has been budged for the sign in the Parks sales tax fund. However, before Staff initiates the bidding process, we wanted to make sure the Committee approves of the concept.

Councilmember Fults made a motion to approve the proposed Chesterfield Valley Athletic Complex signage. The motion was seconded by Councilmember Grissom and **passed by a voice vote of 4-0.**

I. Department of Public Services Supplemental Radios

STAFF PRESENTATION

Mike Geisel, Director of Public Services stated in 2009, St. Louis County voters approved a tax to provide a county-wide interoperable radio system. Subsequently, the Emergency Communications Commission (ECC) was created for the purpose of administering an emergency communication system including an interoperable county-wide wireless radio communication network providing communication links that permit participating governmental entities to communicate within the geographic boundaries of the county. This includes the radio network, radios, towers, communication center, the emergency alert system and enhancements to the 911 system. Simultaneously, parallel efforts are going on in the counties of Franklin, Jefferson, St. Charles and Monroe County in Illinois.

Chesterfield Department of Public Services, like many municipalities, owns its own radio frequency and is licensed to operate in the 800 Megahertz bandwidth. The Department has an inventory of 96 radios, comprised of both 35 watt mobile and 3 watt portable radios. The City leases space on the Doubletree elevator tower where there is an antenna and repeater station. The capability of the City's communication system is limited to one repeater channel and one "talk around" channel. The geographic limits of our DPS communications are constrained to the immediate geographic area and there are multiple gaps in coverage.

In creating a comprehensive and truly interoperable communication system, the ECC has constructed a communications center, erected multiple additional communication towers, specified and purchased a state of the art trunked communications network, and is providing new radio hardware to *all* participating agencies in St. Louis County. The City's Police and Public Services Departments will be receiving more than 200 radios, each valued between $2,500 and $4,000 at no cost to the City. The Police radios are at the upper end of that scale and are necessarily more complex and expensive. The Department of Public Services radios (96 in the current inventory to be provided by the ECC) are at the $2,500 price point (this is the discounted contract price available through the ECC in conjunction with the purchase of approximately 10,000 radios). There is obviously ancillary hardware associated with the radios, such as vehicle chargers, microphones and gang chargers.

When the ECC provides these radios and access to the overall network, the City will eliminate and dispose of our current 800 MgHz DPS radios and our repeater. We will be able to dispose of these components and avoid the ongoing repeater maintenance, tower lease, licensing, and regular annual maintenance expenses. More importantly, the City will have a truly interoperable radio system capable of communicating with other Public Works agencies in the County as well as the ability to communicate with Police, Fire, and EMS. The ECC network is not only more reliable, but is also designed for far more comprehensive coverage.

Staff initiated an internal review of the City's existing communications, desired needs, needs during an emergency response, and needs during planned events. Through this review, Staff has identified a need for 21 additional radios. If we purchase the additional 21 radios with the original ECC contract, the City will get the contract pricing of approximately $2,500 per radio which is a 40% discount off of the regular government pricing from Motorola – this would be at a cost not to exceed $55,000. However, in order to obtain the discounted pricing, the City needs to purchase them now while the ECC is placing the order to replace our existing radios.

DISCUSSION

In response to Chair Hurt's questions, Mr. Geisel stated the City of Chesterfield will be receiving 96 radios and is requesting an additional 21 radios. The Police and Department of Public Services will be receiving more than 200 radios, each valued between $2,500 and $4,500 at no cost to the City. The Police radios are at the upper end of that scale and are necessarily more complex and expensive. The Department of

Public Services radios (96 in the current inventory) are at the $2,500 discounted price point. The current 96 radios cover Public Works, Parks, Facilities, Administration, and volunteers - everyone needed for a coordinated emergency response. The 96 radios include those permanently mounted in vehicles and the other half are portable radios that can be assigned to personnel on an as-needed basis.

Councilmember Greenwood asked what the additional benefits would be to the City in purchasing an additional 21 radios and to whom the radios would be assigned. Mr. Geisel stated that during an emergency response, anyone that is part of that response will have to have an interoperable radio so they can be assigned to a team or dispatched out to communicate with all the other disciplines. They are not all needed on a daily basis, but will be needed in an emergency response.

Councilmember Fults clarified by stating that when the County tax passed, it enabled the City to receive replacements for the existing radios only. Anything on top of that could be purchased at a discounted rate. She noted that if in the future it is determined that the City needs additional radios, we will pay full price. She asked how many of the 96 radios will go in City vehicles. Mr. Geisel stated there are 54 mobile units, leaving 42 portable units.

Councilmember Fults then inquired as to how many people need to be in communication with each other, on average, during a huge event at the Amphitheater. Mr. Geisel stated perhaps 30.

Mr. Geisel pointed out that we will be disposing the current 96 radios along with the repeater, which will provide funds from their disposal. We will also save the monthly rental fees that we pay for the repeater at the Doubletree and we will not have to spend money repairing and maintaining our network all year. Even though we will spend $55,000 for the additional 21 radios, we will certainly recover a substantial part of that through the disposal of our existing hardware. With the current radios, we only have the ability to converse with people within Chesterfield but have no ability to communicate with Police, Fire, EMS, etc., which is an ongoing problem. The new radios expand our capabilities significantly. The City will be receiving $250,000 worth of brand new equipment to maintain a level of capability and communication. If we are going to maximize that, we need an additional 21 radios. Once purchased, those additional 21 radios will become part of the County Wide ECC communication network..

Chair Hurt compared the radios to computers. In a few years, they will need to be replaced with the latest technology. This new system is important, but there will continually be upgrades and we will want to continually upgrade. Mr. Geisel advised that when you buy through the ECC, the radios generally come with a two year warranty. The ECC has a five year warranty on top of the factory warranty so if purchased through the ECC, they will be warranted for seven years. On top of that, because the ECC has to maintain the network, we do not have the option of switching to a different radio. If the ECC decides to use a different style radio, they have to do it globally. The ECC tax was made permanent, so if they make a decision to change

models they have to do it globally. As long as we are on the network, they will upgrade the radios, maintain them and install them. So if we have 117 radios at the time of the upgrade, then 117 radios will be replaced.

Councilmember Grissom made a motion to approve the Department of Public Services request to purchase an additional 21 radio units from Motorola through the Emergency Communications Commission contract at a cost not to exceed $55,000 using 2014 budgeted funds in the Capital Projects Fund. The motion was seconded by Councilmember Fults and **passed by a voice vote of 4-0.**

J. Public Works Mutual Aid Agreement

STAFF PRESENTATION

Mr. Jim Eckrich, Public Works Director/City Engineer, stated the City of Chesterfield has a Mutual Aid Agreement with three other cities, Manchester, Ellisville, and Ballwin. That agreement contains a section (VIII E). "Reimbursement of Costs", which states:

> *Provider's costs as documented in this Section will only be reimbursed by Recipient if Recipient receives a monetary benefit, grant or disaster funding from a third party including, but not limited to, federal or state disaster relief.*

This means that if the City of Chesterfield helps out the City of Ellisville in some kind of a mutual aid response, Ellisville will not pay us unless they receive reimbursement from the federal government or some other party. This clause is deemed illegal by FEMA, who is the agency most likely to grant a benefit of that kind. So if Ellisville went to FEMA for reimbursement, FEMA would ask for the Mutual Aid Agreement, and they would not be eligible for reimbursement.

The new proposed Mutual Aid Agreement contains some very minor wording changes along with one substantive change to Section VIII E which reads:

> *Provider's costs as documented in this Section will be reimbursed by Recipient. Provider shall provide a summary of all costs to Recipient within sixty days of the end of an event. Recipient will provide payment to provider in full within ninety days of receipt of the cost summary.*

By replacing the current language with the proposed language, we will be in compliance with FEMA requirements. FEMA has reviewed the proposed Agreement.

Once Manchester, Ellisville, and Ballwin sign the Agreement, we will offer this same Agreement to other cities within the St. Louis area and try to create a comprehensive Mutual Aid Agreement. Police and Fire have effective Mutual Aid Agreements, however, Public Works does not and we would like to start one.

DISCUSSION

In response to Chair Hurt's question, Mr. Eckrich verified that the City Attorney has reviewed the Agreement.

Councilmember Fults stated we sent trucks to Ferguson when they had a tornado three or four years ago. With this language change, would we still send trucks there or just limit our help to those signing this Agreement? Mr. Eckrich stated that we do not currently have a Mutual Aid Agreement with Ferguson. It would be ideal to have an Agreement with all the cities within St. Louis County, but we would likely send help in emergency cases even without a Mutual Aid Agreement. Mr. Geisel gave an example of sending trucks to Florissant. If Florissant received a disaster declaration and did recover their expense, we would not recover our expenses because Chesterfield does not have a Mutual Aid Agreement with Florissant. By having a Mutual Aid Agreement, we can recover our expenses. While it may not be expected, it is nice to be reimbursed.

Councilmember Greenwood made a motion to forward the revised Mutual Aid Agreement to City Council with a recommendation to approve. The motion was seconded by Councilmember Fults and **passed by a voice vote of 4-0.**

Note: One Bill, as recommended by the Planning Commission, will be needed for the May 5, 2014 City Council Meeting.
See Bill #

[Please see the attached report prepared by Jim Eckrich, Public Works Director/City Engineer, for additional information on the Public Works Mutual Aid Agreement.]

II. OLD BUSINESS

A. Street Tree Policy

STAFF PRESENTATION

Mr. Mike Geisel, Director of Public Services stated that at the last Planning and Public Works Committee meeting, the current Council policy relating to tree removals within the City right-of-way was discussed. The Committee confirmed Staff's interim process and directed Staff to revise the policy accordingly. The policy has been updated to reflect the Committee's direction regarding the removal and replacement of nuisance trees including Sweetgum trees within the right-of-way.

Councilmember Fults made a motion to forward the revised Street Tree Policy to City Council with a recommendation to approve. The motion was seconded by Councilmember Grissom.

DISCUSSION ON THE MOTION

Councilmember Greenwood asked for clarification on the removal policy. If a tree was obstructing street lights, would it be considered a nuisance and be cut down rather than just trimmed back? Mr. Geisel stated we would trim the tree to the extent possible rather than cut it down. That is why the language says *The Public Works Director **may** consider its removal . . .* rather than ***shall** consider its removal . . .*

The motion to approve then **passed by a voice vote of 4-0.**

Note: This requires a voice vote at the May 5, 2014 City Council Meeting.

[Please see the attached report prepared by Mike Geisel, Director of Public Services, for additional information on the Street Tree Policy.]

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 Landmark Preservation Committee
- Board of Adjustment

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

Councilmember Fults volunteered to be *Vice Chair of the Planning and Public Works Committee* and stated she will attend any Planning Commission meetings that Chair Hurt is unable to attend.

Councilmember Grissom volunteered to serve on the *Board of Adjustment*.

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

All Officer and Committee Assignments were approved by a voice vote of 4–0.

IV. PROJECT UPDATES

Ms. Aimee Nassif, Planning and Development Services Director, stated that due to time constraints, she will email her presentation to the Committee.

V. OTHER – None.

VI. ADJOURNMENT

The meeting adjourned at 7:10 p.m.