

# MEMORANDUM

TO: Mike Geisel, City Administrator

FROM: Justin Wyse, Director of Planning *JW*  
James Eckrich, Director of Public Works/City Engineer *JE*

SUBJECT: Planning & Public Works Committee Meeting Summary  
Thursday, May 4, 2023



A meeting of the Planning and Public Works Committee of the Chesterfield City Council was held on Thursday, May 4, 2023 in Conference Room 101.

In attendance were: **Chair Merrell Hansen** (Ward IV); **Councilmember Mary Monachella** (Ward I), and **Councilmember Mary Ann Mastorakos** (Ward II). **Councilmember Dan Hurt** (Ward III) was absent,

Also in attendance were: Councilmember Gary Budoor (Ward IV); Jim Eckrich, Director of Public Works/City Engineer; Justin Wyse, Director of Planning; Shilpi Bharti, 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 April 20, 2023 Committee Meeting Summary

**Councilmember Mastorakos** made a motion to approve the Meeting Summary of April 20, 2023. The motion was seconded by Councilmember Monachella and **passed by a voice vote of 3-0**.

## II. UNFINISHED BUSINESS

- A. **POWER OF REVIEW: Dierbergs The Market Place (Billy G's), Sign Package:** A sign package for Dierbergs The Market Place located on an 11.35-acre tract of land located east of Clarkson Road and north of Baxter Road, zoned "C8"- Planned Commercial District (Ward 2).

### **STAFF PRESENTATION**

Shilpi Bharti, Planner, stated that Summit Sign has submitted a Sign Package for Dierbergs The Market Place. The applicant request is to amend the existing Sign Package for Dierbergs The Market Place to include one blade sign on the west side of the outlot building in addition to the attached wall sign.

The Planning Commission approved the project by a vote of 5-2 at their March 13, 2023 meeting. Power of Review was then called for the project. At the April 20, 2023, Planning & Public Works Committee meeting, the Committee discussed the project and recommended that the height of

the blade sign be modified. The applicant stated that they would reconsider the blade sign and resubmit a revised design. The project was then postponed until tonight's meeting.

Since that time, the applicant has revised their submittal and is proposing two different sign areas. The area of these two signs will not exceed 5% of the building elevation.

### **DISCUSSION**

There was some discussion regarding how signage is measured. Justin Wyse, Director of Planning, stated there is a specific section in the Sign Code that pertains to wall signs and how to measure them. If the area of the proposed signs is measured separately, they would equal 5% or less of the building elevation. However, if the two signs were measured together as one sign, they would total more than 5% because there would be negative space along the sides of the sign.

**Councilmember Mastorakos made a motion to forward Dierbergs The Market Place (Billy G's), Revised Sign Package to City Council with a recommendation to approve.** The motion was seconded by Councilmember Monachella.

#### **Discussion after the Motion**

Councilmember Mastorakos asked if the request complies with City Code. Mr. Wyse stated that it does not comply with what Staff can approve administratively. When a Sign Package is requested, it is a deviation from what Staff can approve. However, the Code specifically allows for the flexibility to request a revision, so it is in line with what the Code allows.

The above motion was **passed** by a voice vote of 3-0.

**[Please see the attached report prepared by Justin Wyse, Director of Planning, for additional information on Dierbergs The Market Place (Billy G's) Sign Package.]**

### **III. NEW BUSINESS**

#### **A. Concrete Slab Replacement Project C**

##### **STAFF PRESENTATION**

Jim Eckrich, Director of Public Works/City Engineer, stated that the City is experiencing high vacancies within the Street Maintenance Division. The Street Maintenance Division currently has a staffing level of 25 Maintenance Workers with 12 vacancies. The impact of these vacancies is significant in both reduced work output and morale. The Street Maintenance Division has had to discontinue important street maintenance operations which is directly leading to the degradation of the City's public infrastructure.

The Street Maintenance Division is still completing work that is essential (joint repair, curb repair/replacement, tree trimming). However, one of the street maintenance operations that we have been unable to perform is in-house concrete slab replacement. Our previous practice has been to contract for large-scale slab replacement and to replace smaller groupings of slabs (generally ten or less) using in-house street maintenance personnel.

When positions remain vacant, the money budgeted for those positions is unspent and lapses into the General Fund-Fund Reserves. Staff is proposing that we utilize these "savings" to construct a third concrete slab replacement project in 2023.

Mr. Eckrich stated that he contacted Amcon Municipal Concrete to find out if such a project was feasible. Amcon has successfully completed myriad concrete slab projects for the City in the past and does excellent work. Amcon is also currently constructing the Sidewalk Replacement Project B for the City. Amcon has expressed an interest in this project, specifically because we would be very flexible regarding the timing of the work.

Staff recommends that the City utilize unspent funding dedicated to personnel within the Street Maintenance Division and issue a change order to Amcon within the Sidewalk Replacement Project B in an amount of \$500,000 for a third concrete slab replacement project. This will allow the City to address a number of deficient concrete slabs which would otherwise be postponed to future years.

### **DISCUSSION**

Chair Hansen inquired as to whether or not the City should publicly bid the project. Mr. Eckrich stated that the City is currently having difficulty securing bidders for projects. When publicly bidding projects, the City delineates exactly which slabs are to be replaced on specific streets. This project is totally different. The City would basically be using Amcon to perform isolated slab replacement that has typically been completed by our in-house street maintenance crews. Amcon was the low bidder on our Sidewalk B Project so they have previously been selected by the City of based upon a public bid. I could have requested prices from Next Level, who was selected for Slab Replacement Projects A & B; however, they are a new contractor and they already have a heavy workload associated with these projects. The City has always had a great experience with Amcon, and Amcon has always treated the City fairly.

**Councilmember Monachella made a motion to forward the following to City Council with a recommendation to approve.**

- 1. Authorize an internal Budget Transfer of \$500,000 from 001-072-5211 to 001-072-5251 to fund a \$500,000 concrete slab replacement project.**
- 2. Authorize the City Administrator to execute a \$500,000 Change Order to Amcon Municipal Paving within Sidewalk Project B for construction of concrete slab replacement at unit prices submitted by Amcon and approved by the Director of Public Works.**

The motion was seconded by Councilmember Mastorakos and **passed by a voice vote of 3-0.**

**[Please see the attached report prepared by Jim Eckrich, Director of Public Works/City Engineer, for additional information on Concrete Slab Replacement Project C.]**

### **B. St. Louis Metro APWA Salt Cooperative – Deicing Salt**

#### **STAFF PRESENTATION**

Jim Eckrich, Director of Public Works/City Engineer, stated that the City coordinates the purchase and delivery of deicing salt for all members of the St. Louis Metro APWA Salt Cooperative (Co-op). The Co-op is comprised of 49 cities and eight school districts which combine their purchasing power to obtain the best price possible for deicing salt.

Last year the City implemented a significant change in the way the Co-op was administered. For many years there were two separate bids for salt – one for the salt itself, and one for delivery. We

changed that process in 2022 whereby both the purchase of salt and the delivery of salt was handled by the low bidder. This change has been overwhelmingly positive and we will continue with the new procedure in the future.

As low bidder, Compass Minerals provided salt for the 2022/2023 season at a cost of \$78.37/ton. Compass is willing to extend the contract at the same terms with a cost increase of 7.25%. They have justified the cost increase by delineating their increased material, trucking and storage costs. The proposed cost increase was initially higher, but Mr. Eckrich stated that he was able to negotiate the cost down to the 7.25% increase which will result in a delivered price of \$84.05/ton for all members of the Co-op.

Staff recommends that the City accept the 7.25% price increase proposed by Compass Minerals on behalf of the Co-op because if this contract were bid, the Co-op would likely receive higher prices. Further, due to the mild winter last year, many agencies may greatly reduce their salt order. Compass Minerals is aware of this and have accepted that the fall order may be significantly lower. Compass has demonstrated their flexibility and willingness to work with the Co-op members to adjust their salt orders.

**Councilmember Mastorakos made a motion to accept the 7.25% increase from Compass Minerals on behalf of the St. Louis Metro APWA Salt Cooperative and forward to City Council with a recommendation to approve.** The motion was seconded by Councilmember Monachella.

#### **Discussion after the Motion**

There was some general discussion regarding the specifics of the Co-op, the responsibilities of the City, the benefits to the City of administering the Co-op, and the historic performance of Compass Minerals.

**The above motion was passed by a voice vote of 3-0.**

**[Please see the attached report prepared by Jim Eckrich, Director of Public Works/City Engineer, for additional information on St. Louis Metro APWA Salt Cooperative.]**

### **C. Public Works Storage Facility Structure**

#### **STAFF PRESENTATION**

Jim Eckrich, Director of Public Works/City Engineer, stated that Staff has been investigating the construction of an overhead storage area in the garage portion of the Public Works Facility.

The proposed improvements will be constructed entirely within the existing structure and will allow overhead storage along the southern wall of the garage area of the Public Works Facility. The proposed storage structure will allow our mechanics to recapture portions of the garage that are unusable due to existing storage, and will allow our fleet operations to be more efficient.

In 2021, a feasibility study was conducted which generated a schematic design and estimated project cost of \$225,000. The next step in the process was to complete an architectural design, including plans and bid documents. On February 27, 2023, Staff issued a Request for Qualifications to five architectural firms. Two of the firms chose to submit qualifications, from which Archimages Incorporated was chosen as the firm most qualified to provide the desired

architectural services. The scope and fee for the design work is \$51,750. The 2023 Budget includes \$60,000 for architectural services at the Public Works Facility.

**Councilmember Mastorakos made a motion to enter into an agreement with Archimages Incorporated to provide architectural services at the Public Works Facility in an amount not to exceed \$57,000 and to forward to City Council with a recommendation to approve.** The motion was seconded by Councilmember Monachella.

#### **Discussion after the Motion**

The Committee discussed the total cost of the project and what would be included in the architectural design work.

Chair Hansen asked if this was an essential expenditure. Mr. Eckrich explained that the building improvements are a necessary in order to allow the City's Fleet Maintenance Staff to operate more safely and effectively. The City cannot function properly without our fleet, which includes all police, public works, and parks vehicles and equipment. These vehicles and equipment are all serviced out of the Public Works Facility garage where the fleet maintenance crew performs essential work for the City's entire fleet. The proposed improvements will provide a safe space that allows for the proper placement, storage and access to the tools and equipment that are needed for our fleet personnel to efficiently perform their job. Overhead storage is an easy and cost-effective solution.

**The above motion was passed by a voice vote of 3-0.**

**[Please see the attached report prepared by Jim Eckrich, Director of Public Works/City Engineer, for additional information on the Public Works Facility Storage Structure.]**

#### **IV. OTHER**

#### **V. ADJOURNMENT**

The meeting adjourned at 6:20 p.m.