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MEMORANDUM

DATE: May 12, 1994

TO: Michael G. Herring, City Administrator

FROM: Michael O. Geisel, Assistant City Engineer

RE: Minutes - Meeting (5/10/94) Public Works/Parks Committee

A meeting of the Public Works/Parks Committee began at 7:30 p.m. on May 10, 1994. Those in attendance included Councilmember Ed Levinson, Chairperson, (Ward II), Councilmember Colleen Hilbert (Ward I), Councilmember Alan Politte (Ward III), Councilmember Dick Hrabko (Ward IV), City Administrator Michael G. Herring, Acting Director of Public Works/City Engineer Michael O. Geisel. Also in attendance were Mayor Jack Leonard, Vietta O'Shea representing the Home Builders Association, Mr. Bob Ricard of Chesterfield Hills Subdivision, and Mr. Tony Lindsay of Hunters Point Subdivision, and Mr. Mark Beldner representing Monterra Subdivision.

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

- 1) Councilmember Hrabko motioned to accept the revised minutes from the March 12, 1994, meeting. Councilmember Hilbert seconded the motion, which passed unanimously, 4 - 0.
- 2) Councilmember Levinson appointed Councilmember Politte as Vice-Chair of this Committee.
- 3) Councilmember Levinson assigned Committee liaisons. The following appointments were made: Public Works Board of Variance - Councilmember Hrabko, Parks and Recreation and Arts Citizen Advisory Group - Councilmember Politte, Public Works Citizen Advisory Group - Councilmember Levinson, Citizens for the Environment - Councilmember Hilbert, and the Historical Commission - Councilmember Hrabko.
- 4) Councilmember Politte explained that he had received petitions from residents of Ward Three expressing concern relative to a proposed expansion of construction hours. Acting City Engineer Geisel explained that the current proposal does not change the specified hours of construction, but provides a mechanism whereby the Director of Public Works can issue a permit for an extension of those hours due to special circumstances. In each case, the contractor or developer would be required to request the exception in advance such that inspectors and/or Police personnel could be scheduled. Mr. Lindsay indicated that this satisfied his concerns. Councilmember Hrabko explained that the City's ability to levy fines as a third class City was limited and that the penalties were insufficient to deter developers during those instances where

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weather could cause substantial project delays and financial losses. Councilmember Politte motioned to take the bill back to the City Council for final adoption. The motion was seconded by Councilmember Hilbert and passed unanimously, 4 - 0.

5) Acting Director of Public Works Geisel discussed his memorandum dated May 4, 1994, regarding asphalt overlays. Mr. Geisel explained that the City Council had requested that the trustees of those subdivisions in Wards One and Three where overlays were proposed, be advised and their input solicited with regard to construction of asphalt overlays. As a result of discussions with the Trustees of River Bend Addition, that subdivision had been removed from further consideration. Councilmember Hrabko motioned to recommend a transfer \$160,000 from contingency funds and to approve the list of streets contained in Mr. Geisel's memorandum except those in Windemere Subdivision. At the request of Councilmember Hilbert, those streets in Windemere Subdivision would be considered after soliciting input from the Subdivision Trustees. Councilmember Politte seconded the motion which passed unanimously, 4 - 0.

6) Mr. Mark Beldner, President of the Monterra Subdivision Trustee Association, addressed the Committee regarding the concrete slab replacement project on Renaldo and San Angelo initiated during 1993. Mr. Beldner expressed gratitude to the City for the efforts in rehabilitating their streets. However, Mr. Beldner complained that there was a lack of communication between the residents and the City. Mr. Beldner expressed concerns regarding poor workmanship and cracking of concrete pavements. Acting Director of Public Works Geisel agreed that there was a lack of project oversight and communication during this phase of the project. However, City inspectors were carefully reviewing the concerns expressed by the residents as identified by Councilmember Hilbert. Mr. Geisel indicated that most of the problems identified by the residents involved concrete cracking or sod mixtures. In most instances, it appeared as if the work has subsequently been constructed to City standards. The problems in the area were more procedural and communication related, as opposed to quality related. The Committee directed Mr. Geisel to walk the project with Mr. Beldner and any other interested persons to discuss specific problems and to report back on any items not resolved, at the next meeting of the Committee.

7) Councilmember Levinson discussed the need for a long range plan for the Public Works Department, and asked that Staff prepare a report for the next Committee meeting. City Administrator Herring requested that staff be given at least two months, due to the current workload within the Department. The Committee agreed and requested that Staff review and project their needs for the next five years, and submit a preliminary report in two months.

8) Councilmember Politte informed the Committee regarding the Parks, Recreation, and Arts Citizens Advisory Group's efforts to investigate and plan for a "Taste of Chesterfield" event.

9) City Administrator Herring discussed Director of Planning, Jerry Duepner's memorandum dated March 16, 1994, regarding amendments to the procedures for accepting donations of

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Parkland. Councilmember Politte motioned to accept Staff's recommendation which would require a review of the Restrictive Covenant or Indenture for the Subdivision and verification that the City incur no undue obligations. The motion was seconded by Councilmember Hrabko and passed unanimously, 4 - 0.

10) The Committee reviewed the proposed dedication of Parkland from the Countryside Subdivision and concurred with the recommendation of the Planning and Zoning Committee not to accept the donation.

11) Acting Director of Public Works Geisel explained a proposed change in the escrow release policy which would provide for a full release of escrows for sidewalks and street trees after completion and inspection by the City, prior to acceptance of the improvements by City Council. Mr. Geisel further explained that this proposal was a result of the ongoing dialogue with a Committee of the Home Builders Association, Mr. Herring, Mr. Duepner, and himself. Councilmember Hrabko moved to recommend acceptance of the policy change as described in the memorandum from Mr. Geisel dated May 4, 1994. The motion was seconded by Councilmember Hilbert and passed unanimously, 4 - 0.

12) City Administrator Herring discussed the City's current policy which requires Staff to send certified letters to subdivision residents prior to releasing escrows for streets and stormsewers. Mr. Herring indicated that this procedure was objectionable to the Home Builders Association. The Committee discussed and re-affirmed the current policy.

13) Acting Director of Public Works Geisel discussed the work schedules provided to the Committee regarding sidewalks. Mr. Geisel explained that the work schedules are not intended to be comprehensive but designed to provide the Council with information about the scheduling and operations of the street maintenance division. City Administrator Herring informed the Committee that the addresses and work locations were descriptive, but that crews have been instructed to complete all the work in the general vicinity while at a work site. Mr. Geisel informed the Committee that it was his intent to provide updated work schedules as part of each future agenda packet.

14) The Committee discussed construction of sidewalks along State and County maintained roads. Councilmember Levinson motioned to establish a policy that would allow the City Administrator to enter into maintenance agreements requiring the City to maintain sidewalks in or adjacent to State or County right-of-ways whenever necessary as sidewalks are constructed in conjunction with developments or Public Projects. Councilmember Hrabko seconded the motion which passed unanimously, 4 - 0.

15) Councilmember Levinson discussed the need for a sidewalk in the vicinity of the Clubhouse at the intersection of Justus Post and Chesterfield Parkway. Councilmember Hrabko motioned to direct staff to analyze this walk and estimate costs to construct with funds from our

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Capital sidewalk construction program. Councilmember Politte seconded the Motion which passed unanimously, 4 - 0.

16) City Administrator Herring updated the Committee on the efforts of the Highway Beautification Committee. Mr. Herring explained that the Committee had met with the Consultant and discussed their progress and the City's desire to have the work completed as soon as possible. Mr. Herring further informed the Committee that the Consultant was reviewing the proposed entrance monument signs and would provide suggestions and input in conjunction with their proposal. The next meeting of the Highway Beautification Committee is scheduled for June 16, at 8:00 a.m. Councilmember Levinson discussed his desire to plant pine trees and shade trees at the terminus of Batesville Court where it meets Chesterfield Parkway in an effort to shield the neighborhood. Councilmember Levinson motioned to allocate up to \$500 of the Highway Beautification funds to contract with a nursery to plant Pine trees and/or shade trees at this location. The motion was seconded by Councilmember Politte and passed unanimously, 4 - 0.

17) Acting Director of Public Works Geisel discussed his memorandum dated May 4, 1994, regarding a proposed settlement with Harrowood Construction in the amount of \$40,314.54. Councilmember Hrabko motioned to direct the City Administrator to execute the agreement. The motion was seconded by Councilmember Levinson and passed, 4 - 0. This agreement will net the City approximately \$28,930. Acting Director of Public Works Geisel requested that the Committee consider transfer of the \$28,929.46 left as a result of the Harrowood settlement to the Capital Street Reconstruction account. Councilmember Hrabko motioned to recommend this transfer of funds. Councilmember Levinson seconded the motion which passed unanimously, 4 - 0.

18) Acting Director of Public Works Geisel discussed his memorandum dated May 6, 1994 regarding cracksealing. Mr. Geisel explained that the Committee had directed Staff to review the current cracksealing operation and to obtain costs for contracting this work out. In light of the Committee's request, the memorandum is informational, but contains no recommendation. The Committee suggested that a recommendation regarding a crackseal program be forwarded in conjunction with the action plan and needs assesement, including estimated costs to contract for this work.

19) City Administrator Herring discussed the bid recommendation for selective slab replacement. Mr. Herring explained that the Department of Public Works split this years work into two projects in order to exercise more control and complete the work sooner. As anticipated, due to increases in unit costs and continued street deterioration, the project bid costs exceeded budget appropriations. Acting Director of Public Works Geisel explained that due to the anticipated shortfall, the projects were further divided into a base bid and two bid alternates. The work proposed is in conformance with the recommendations of Havens and Emerson, but additional slabs were identified to be replaced due to continued deterioration. Mr. Geisel further

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explained that the bid prices did not contain an allowance for testing services that necessarily need to be taken from the project account. Councilmember Hilbert motioned to approve the Base Bid and Bid Alternate 1 for both projects, transferring \$350,000 from fund reserves, this amount includes funds for testing services. The motion was seconded by Councilmember Hrabko and passed unanimously, 4 - 0.

20) Councilmember Levinson discussed a stormwater problem within Conway Glen subdivision, at the rear of 1305 - 1311 Conway Oaks Drive. Mr. Levinson explained that stormwater has eroded a swale and fails to reach the storm sewer at the top of the terrace. As a result, the water flows over and through the railroad tie wall at this location. The Committee viewed a videotape of the area. Councilmember Hrabko motioned to approve a cost sharing agreement for 50% of the total repair cost, the City's share not to exceed \$6,500, to be funded from the Capital Sewer Reconstruction Funds. All work is to be repaired per plans prepared by the homeowners or subdivision and reviewed/approved by the Director of Public Works. The Subdivision is to provide a hold harmless and release from future obligations. The motion was seconded by Councilmember Politte and passed unanimously, 4 - 0. The Committee re-affirmed the current stormwater maintenance policy and the ability of the Committee to address problems on a site-by-site basis.

21) Councilmember Hrabko moved to direct staff to evaluate a concern of the Clarkson Woods South Subdivision Trustees regarding an eroded dam and the installation of utilities. Mr. Hrabko provided Acting Director of Public Works correspondence from Tony Hill, Trustee of Clarkson Woods South. The motion was seconded by Councilmember Politte and passed unanimously, 4 - 0. A report is to be submitted back to the Committee for review and assessment as to what steps can/should be taken by the City.

22) City Administrator Herring discussed a proposed storm water improvement project along the East side of Schoettler Road in conjunction with the development of two parcels. Mr. Herring discussed Acting Director of Public Works Geisel's memorandum dated May 5, 1994, and the need to resolve this project prior to approval of adjacent development. Councilmember Hurt joined the meeting at this time and discussed efforts to secure funding for the project from current and future development as well as St. Louis County. Mr. Herring requested that the Committee conceptually approve the project and to proceed with efforts to facilitate the improvements. Councilmember Politte motioned to direct Staff to proceed with the design concept and seek to obtain funding support from adjacent development and St. Louis County. At this time, no City funds are to be directed toward the construction of this project. The motion was seconded by Councilmember Hrabko and passed unanimously, 4 - 0.

23) Acting Director of Public Works Geisel explained that the escrow for Conway Ridge Subdivision has expired and the Developer has not demonstrated an inclination to complete the improvements. Mr. Geisel indicated that the escrow had been extended previously but the developer failed to complete the improvements. Councilmember Hrabko motioned to attach the

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subdivision escrow to complete the required improvements. Councilmember Hilbert seconded the motion which passed unanimously, 4 - 0.

24) Acting Director of Public Works Geisel explained that the escrow for Chesterfield Estates Plat Three had expired. The only remaining improvements are related to a single lot which is currently being built upon. The Metropolitan St. Louis Sewer District will not accept the sanitary sewers for maintenance until the lot improvements are completed. Councilmember Politte motioned to extend the escrow for six months. Councilmember Hrabko seconded the motion which passed 3 - 0 - 1, with Councilmember Levinson abstaining.

25) City Administrator Herring informed the Committee that he had been contacted by Mr. Mike Fischer of Gateway Center International, one of the the truck dealers who submitted a bid to provide the City a 2-1/2 ton double dump truck. Mr. Fischer expressed concern regarding the City's decision to purchase a GMC truck, even though costing \$3,000 more. Mr. Herring advised the Committee that Mr. Fischer had indicated that he would be contacting the Mayor and City Council to protest this decision. Mr. Herring and Mr. Geisel both reiterated their reasons for recommending the GMC (no need to stock different parts and no need to train mechanics re: International Trucks, etc). The Committee voted unanimously to reaffirm the Council's decision to purchase the GMC truck.

26) The Committee retired to Executive Session to discuss Personnel issues.

27) The Committee agreed to schedule their next three meetings: Thursday, June 2, 1994 at 7:00 p.m.; Wednesday, June 29, 1994 at 7:30 p.m.; and Wednesday, July 27, 1994 at 7:30 p.m.