

MEMORANDUM

DATE: May 19, 1989

TO: Members - Public Works/Parks Committee

FROM: William C. Hawn, Director of Public Works/City Engineer *WCH*

SUBJECT: Minutes - Meeting 5/18/89

RECOMMENDATIONS - PUBLIC WORKS/PARKS COMMITTEE

A meeting of the Public Works Committee was held on Thursday, May 18, 1989. Those in attendance included Councilmember Jade Bute, Chairperson, (Ward II), Councilmember Charlie Fawcett (Ward IV), Councilmember Barry Flachsbart (Ward I), and Director of Public Works/City Engineer Bill Hawn. The following is a listing of those items discussed/recommendations made by this Committee at this meeting:

1. Councilmember Bute announced that the next meeting of the Public Works/Parks Committee would be held on Thursday, June 8, 1989, at 5:15 P.M.
2. The Committee voted unanimously to recommend that the enclosed proposed ordinance, creating a Public Works Board of Variance, be approved by City Council at the June 5, 1989, City Council meeting.
3. Councilmember Bute next informed the Committee that City Attorney Doug Beach, as requested at the previous meeting, had reviewed the proposed Escrow Agreement, which would guarantee subdivision improvements, including snowplowing and street maintenance of streets which have not yet been completed and/or dedicated and accepted by the City of Chesterfield. City Attorney Doug Beach recommended that this issue be reviewed and approved by the Planning Commission before submitting to the entire City Council. The Committee voted unanimously to submit the proposed Escrow Agreement to the Planning Commission.

4. The Committee next reviewed the Land Development Process, a process by which proposed development is reviewed and approved within the City of Chesterfield, and recommended the following for Step #3, dealing with improvement plans in the handbook:
 - A. The Public Works Citizens Advisory Group is to look at detention requirements and maintenance requirements for detention structures.
 - B. Bill Hawn, Director of Public Works/City Engineer is to check on where the criteria was established concerning curb cuts.
 - C. Public Works Citizens Advisory Group is to look at the possibility of permitting low water road crossing (allows water to overlap the roadway during periods of heavy rain as opposed to a bridge).
5. The Committee reviewed the issue of grading permits for new development. Director of Public Works/City Engineer Bill Hawn recommended the development of criteria for a grading permit based upon all the information received. The Committee requested Mr. Hawn to compile the information and report findings at the next Public Works/Parks Committee meeting.
6. A vote was taken next by the Committee as to whether to receive and file a letter from Mr. Gil Sherman with the following results: Ayes - Fawcett, Flachsbart. Nays - Bute. Therefore, it was approved to receive and file the letter from Mr. Gil Sherman, dated April 24, 1989.
7. The Committee voted unanimously to obtain the new St. Louis County Highway standards and review same for possible adoption, with addendum to reflect the City of Chesterfield's upgrades in construction standards.
8. Councilmember Bute, liaison to the Public Works Citizens Advisory Board, gave a report of their meeting held Tuesday, May 16, 1989, and advised that the minutes from that meeting would be available at the next Public Works/Parks Committee for a detailed discussion.

9. The Committee voted unanimously to reorganize the Parks & Recreation Advisory Board as follows:
 1. Facility Planning -
Councilmember Hartman (liaison)
 2. Programming and Special Events -
Councilmember Schroeder (liaison)

The Parks & Recreation Advisory Board will continue to report to the the Public Works/Parks Committee of Council.

10. Director of Public Works/City Engineer Mr. Hawn updated the Committee on the status of the street sign inventory program that the Missouri State Highway Department will fund in accordance with their Traffic Engineering Assistance Program. Crawford, Bunte, and Brammeier, an engineering firm from St. Louis, has been selected to conduct the traffic sign inventory and this work is scheduled to commence by June 1, 1989.
11. Mr. Hawn next explained to the Committee his memo of May 10, 1989, concerning lawn sprinkler systems in the right-of-way and the need for an ordinance for excavation type of permit. Mr. Hawn stated that the City currently does not have any permit that would allow residents or contractors to make excavations within streets and/or right-of-way areas. Mr. Hawn indicated that this ordinance would insure that, prior to any excavation in the pavement, in the right-of-way, or in the sidewalk areas, that a permit would have to first be obtained from the City to insure that the excavation was done properly and that the repair was made in accordance with the City of Chesterfield standards. The Committee voted unanimously to recommend that an excavation permit be established for excavation within the City of Chesterfield right-of-way areas and to request Finance and Administration Committee of Council to have a fee established at a maximum of fifty dollars (\$50.00), with the intent that the initial permit fee would be thirty-five dollars (\$35.00).

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12. Mr. Hawn explained his memo to the Committee of May 10, 1989, regarding the need for additional snow removal equipment. The Committee expressed concern of the effect on the current and future budgets and directed Mr. Hawn to prepare a detailed report of how equipment could be lease purchased, over a lease purchase period, without an increase to the Public Works Department Budget.

13. Councilmember Bute called to the attention of the Committee, City Administrator Michael G. Herring's memo, dated May 11, 1989, which recommends, due to the July 4, 1989, holiday, rescheduling the Public Works/Parks Committee meeting for Thursday, July 6, 1989, at 7:00 P.M. The Committee voted unanimously to reschedule the Public Works/Parks Committee meeting for Thursday, July 6, 1989, at 7:00 P.M.

If you have any questions about any of the items discussed above, please contact either Councilmember Bute, Chairperson, or any other member of this Committee.

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cc: Michael G. Herring, City Administrator