

MEMORANDUM

*1235
6/6/96*

DATE: June 6, 1996
TO: Michael G. Herring, City Administrator
FROM: Michael O. Geisel, Director of Public Works/City Engineer
RE: Minutes - Public Works/Parks Committee Meeting, June 3, 1996

A meeting of the Public Works/Parks Committee began at 7:30 p.m. on Monday, June 3, 1996. Those in attendance included Councilmember Alan Politte (Ward III), Chairperson, Councilmember Colleen Hilbert (Ward I), Councilmember Larry Grosser (Ward II), Councilmember Mike Cullen (Ward IV), City Administrator Mike Herring, Director of Public Works/City Engineer Mike Geisel, Assistant City Engineer Bonnie Hubert and Parks, Recreation and Arts Superintendent Ron Coleman. The following guests were also in attendance: Darcy Capstick, Chairperson, Jeanne Clauson, John Huhn, and Ken Denson representing the Citizens Committee for the Environment; Ron Gabbard, Brent Batliner, Marv Rothberg, and Mike Harvey representing Browning Ferris Industries (BFI); Elaine C. Finn and Nancy Greenwood.

The following items were discussed:

- 1) Councilmember Politte called for acceptance of the minutes from the April 9, 1996 meeting. The motion was made by Councilmember Hilbert, seconded by Councilmember Politte and approved unanimously, 2-0. Councilmember Grosser abstained and Councilmember Cullen had not yet arrived.
- ★ 2) Assistant City Engineer Hubert reviewed her May 30, 1996 memo regarding award of the solid waste hauling contract. Ms. Capstick reviewed her May 28, 1996 memo regarding the Citizens Committee for the Environment recommendation that BFI be awarded the contract. City Administrator Herring confirmed that the City Attorney has contacted cities in the area and is comfortable with making the contract exclusive. He also advised that BFI will have the notice to residents, which is required under the terms of the contract, ready to disseminate as soon as the contract is approved by Council and that Environmental Industries has agreed to work with BFI in making the transition as smooth as possible. It was agreed that new information regarding holiday collection schedules should be disseminated by BFI when final decisions are made regarding the collection schedule for each ward. The Chesterfield Citizen and Cable Access Channel could be used. **Councilmember Hilbert moved that the Committee recommend that the exclusive solid waste hauling contract be awarded to BFI. The motion was seconded by Councilmember Grosser and approved unanimously.**

(SEE BILL #'S 1235 AND 1236)

3) The Committee selected the following Councilmembers to serve as liaisons to committees and commissions:

Public Works Citizens Advisory Group	Colleen Hilbert
Parks, Recreation and Arts Citizens Advisory Committee	Alan Politte
Historical Commission	Larry Grosser
Public Works Board of Variance	Mike Cullen
Citizens Committee for the Environment	Larry Grosser
Beautification Committee	Alan Politte
Chesterfield Arts Commission	Alan Politte
Valley Master Development Plan	Mike Cullen

4) City Administrator Herring reviewed his May 30, 1996 memo regarding establishment of a Chesterfield Transportation Commission. Staff has developed a mission statement and proposed membership for this commission. The following revisions to the information in the memo were made. The fourth point was amended to read "To improve transportation access to further enhance employment opportunities in Chesterfield. The statement "To enhance recreation and tourism" was added. The statement "To project short-term and long-term transportation needs in Chesterfield" was added. With regard to membership, a representative from the Valley 2000 Coalition was added. **Councilmember Cullen motioned to have the City Attorney draft an ordinance establishing the Chesterfield Transportation Commission for consideration by the full Council. The motion was seconded by Councilmember Grosser and passed unanimously.**

5) Parks, Recreation and Arts Superintendent Coleman reported that he had identified a grant that could be used to purchase vehicles for local transportation needs. Funding is limited and there is apparently a long waiting list for grants. It would be to the City's advantage to get its name on the list of those who have requested funding. The Grant would provide \$150,000 for the purchase of vans. No programs or funding is available for ongoing operations or personnel. **The Committee directed Mr. Coleman to submit the application for the grant before the June 14, 1996 deadline.**

6) City Engineer Geisel reported that, in addition to working with a Home Builders Association Committee, Staff had begun to meet with representatives of the Chamber of Commerce and other representatives of the Commercial Development Community to review the plan review process in an effort to streamline procedures and minimize duplication. City Administrator Herring noted that Staff would continue to advise and update the Committee relative to Staff's progress and any proposed procedural changes.

7) City Engineer Geisel reviewed his March 27, 1996 memo regarding work strategy, which was developed and signed by all but three employees in the Department. The memo was intended to provide an assessment of where the City is regarding work orders and other assignments and to provide recommendations on how to direct the City's work efforts during the 1996 year. Discussion followed regarding the history that established current practices and how the Department of Public Works had taken on considerable additional duties over time. Mr. Geisel explained that the work strategy contained several specific provisions and requested Committee concurrence. Specifically, Mr. Geisel discussed eliminating the Department's efforts to paint stop bars at all stop signs. Stop Bars would be painted only at intersections with Crosswalks and at those locations where it is necessary to define the point of stopping to ensure motorist and pedestrian safety. The Department proposes to no longer replace driveway aprons for residents, unless the apron is damaged or is to be removed in conjunction with an adjacent sidewalk or street project. Mr. Geisel also requested the Committee to endorse the Department's level of effort toward storm sewer repairs. Councilmember Cullen suggested that Staff develop and send a letter to the MSD officially notifying MSD that the City understands that service and maintenance of storm sewers is their responsibility. Mr. Geisel assured the Committee that MSD was aware of their obligations, but lacked funds. However, the letter would be sent. Mr. Cullen asked, given the emphasis on pothole repairs, that the work strategy be revised to allow the Department to conduct slab replacements, in the event of a road collapse or similar condition. Mr. Geisel assured the Committee that special needs would continue to be addressed whenever necessary. Mr. Herring commended City Engineer Geisel and the Department of Public Works on the team effort involved in developing the strategy. **Councilmember Hilbert moved to accept the strategy as developed by the team. Councilmember Cullen seconded the motion which passed unanimously.**

8) Parks, Recreation and Arts Superintendent Coleman, City Engineer Geisel and Assistant City Engineer Hubert provided the Committee with a status update on projects. Highlights included goals of opening the Chesterfield Elementary Park this Fall, the Central City Park, complete with aquatic facility, in Summer 1997 and a tentative open house at the new Public Works Facility at the end of September 1996. The Committee acknowledged the reports, noting that the Department is handling a large number of projects.

9) Parks, Recreation and Arts Superintendent Coleman summarized the Branch Out Missouri grant application for installation of trees along Clarkson Road between Baxter Road and Wilson Road. Mr. Herring stated that such applications are normally approved in advance by the Committee; however, application deadlines were such that he had authorized Mr. Coleman to proceed. **Councilmember Grosser moved, and Councilmember Cullen seconded, to approve the grant application. The motion passed unanimously.**

10) City Engineer Geisel provided a department staffing update. A Civil Engineer has left the City to serve with the Peace Corps in Poland. A Street Supervisor accepted employment for a

significant increase in pay and a salaried position. Four probationary Street Maintenance Workers are pursuing jobs in other fields. Advertisements have been placed to enable replacement of these employees, as soon as possible.

11) City Engineer Geisel presented the artist's renderings of the final development of Chesterfield Valley. The Committee directed Staff to produce copies of the drawings, notify the Chamber of Commerce, Chesterfield Community Development Corporation, Valley 2000 Coalition and Civic Progress that they are available, and create a display of the renderings in the Council Chambers. It is the Committee's goal to use these renderings to help promote business and development in the Valley.

12) City Engineer Geisel summarized the history and concerns regarding placement and repair of lawn sprinkler systems on right of way. After discussion, **the Committee affirmed the current policy which requires that a homeowner execute a hold-harmless agreement prior to the City initiating any sprinkler related repairs. Refusal to execute the Hold Harmless Agreement would cause the City to cut and cap the system within the right of way. Sprinkler repairs would be completed, with a hold harmless agreement, one time, with the City having no responsibility for additional repair or damage for future events. Systems would be repaired one time, after which, a hold harmless agreement would be on file and all future repairs would be the responsibility of the property owner. Mr. Geisel indicated that the Department of Public Works would however, continue to repair those facilities which are damaged as a direct result of our construction operations.**

13) Councilmember Politte stated that goal setting would be held for the next meeting and requested that Councilmembers send any ideas they have to Mr. Herring prior to the next meeting. Councilmember Hilbert requested that the Public Works budget goals also be distributed with the next agenda.

14) Councilmember Grosser commended City Engineer Geisel and Parks, Recreation and Arts Superintendent Coleman for the assistance they have provided him during his first months in office.

★ 15) The next meeting of the Committee will be at 7:30 p.m. Wednesday, June 26, 1996. The meeting adjourned at approximately 9:10 p.m.

cc: Mayor Jack Leonard
Dept. Heads/Exec. Staff