

## MEMORANDUM

DATE: July 29, 1994

TO: Michael G. Herring, City Administrator

FROM: Michael O. Geisel, Assistant City Engineer

RE: Minutes - Meeting (7/27/94) Public Works/Parks Committee

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A meeting of the Public Works/Parks Committee began at 7:30 p.m. on July 27, 1994. Those in attendance included Councilmember Ed Levinson, Chairperson, (Ward II), Councilmember Colleen Hilbert (Ward I), Councilmember Alan Politte (Ward III), Councilmember Linda Tilley (Ward IV), Councilmember Dan Hurt (Ward III), City Administrator Michael G. Herring, Director of Public Works/City Engineer Michael O. Geisel. Also in attendance were Larry Marks representing Development Strategies, Mark Eshelman representing Booker and Associates, John Langa, Administrator of the Chesterfield Community Development Corporation, Rudy Stinnett, CCDC Member, Chairperson of the Chesterfield Valley Study Committee Bill Kirchoff, Chairperson of the Parks, Recreation and Arts Citizens Advisory Committee Bob Grant, and Kathy Higgins representing Sachs Properties.

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

- 1) Councilmember Politte motioned to accept the minutes from the June 28, 1994, meeting. Councilmember Tilley seconded the motion, which passed unanimously, 4 - 0.
- 2) Councilmember Politte made a motion to grant a one year extension to the Stonebriar plat one escrow per the recommendation of the Planning Department. Councilmember Tilley seconded the motion which passed unanimously, 4 - 0.
- 3) Councilmember Levinson introduced Mr. Larry Marks from Development Strategies. Councilmember Levinson explained that the City Council had previously accepted Phases one and two of the Valley Study, and the scope of work for Phase three was now being considered. Mr. Marks distributed copies of the revised Phase three scope of services and the associated cost proposal. Mr. Marks explained to the Committee that Phase three was a single portion of a five part study. He further explained that Phase three involved preliminary engineering and the preparation of preliminary designs and cost estimates for the sanitary sewer system, water distribution system, interior storm water model, and transportation improvements. Mr. Marks advised the Committee that they would not be preparing working drawings, but drawings that would identify the size, location, and geometry of the respective infrastructure improvements. Councilmember Levinson advised the Committee that he considers the storm water drainage component absolutely essential, but has concerns about the necessity to initiate preliminary design for the sanitary and water distribution networks. Councilmember Levinson explained that he had contacted Mr. Ken Miller of the County Water Department, and Mr. Bob Butchko of the Metropolitan St. Louis Sewer District regarding the proposed scope of work, and both entities

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indicated that they would complete the designs in conjunction with providing their normal services. The Committee discussed the need to include the optional portion of work related to Wetland identification and mitigation strategies. City Administrator Herring explained that the Chesterfield Valley Study Committee considered the entire scope of work and viewed many of the tasks as being equally important. The tasks that were not part of the Council's original charge to the Study Committee were identified as optional, but should in no way diminish their importance. The Committee requested that Development Strategies provide additional information relative to estimated manhours and manhour charges to support their fee proposal. Councilmember Levinson motioned to table the proposal and request Staff to set up meetings with the utilities to discuss the proposed scope of services. Councilmember Hilbert seconded the motion which passed 3 - 0. (Councilmember Tilley had left the meeting just prior to this vote.)

4) Councilmember Politte advised the Committee that a group has been assembled to work for passage of the Parks Bond Issue on the November election. Councilmember Politte explained that Chesterfield Citizens for Parks was a campaign committee, completely separate from the City. He further advised that Faith Martens has agreed to Chair this campaign committee. Bob Grant explained that a steering committee had been set up, and other committees had been formed for marketing, to establish a speakers bureau, to coordinate fund raising and publicity.

5) Councilmember Politte suggested that the City has a role to provide accurate and sufficient information for Chesterfield voters to be fully informed. Councilmember Politte stated that the advisor from A. G. Edwards, Don Bemis, had recommended that mailings be conducted during the five weeks prior to the election. Councilmember Levinson suggested that the City send detailed information concerning the Parks proposal to each Chesterfield household. After further discussion, City Administrator Herring confirmed that the City cannot incur any costs to encourage a vote for or against a proposal, but can expend funds to distribute factual informational. Mr. Herring further explained that the Parks, Recreation, and Arts Citizen Advisory Committee was in the process of preparing specific recommendations for this type of information distribution. Councilmember Hilbert requested guidance as to what the City and individual elected officials can/cannot do regarding the November bond issue election. Mr. Herring stated that he would obtain this information. Councilmember Hilbert also requested that City Attorney Beach review any informational mailings prior to distribution, to be sure they comply with the law. Councilmember Hurt suggested that the Committee contact scouting organizations to solicit their assistance in distributing information. Councilmember Politte explained that the Citizens Committee would be utilizing the Scouts as well as contacting various professional and commercial associations for their endorsements.

6) Councilmember Politte advised the Committee that the City had received a follow up letter from Mr. Lou Sachs regarding the Public Art subcommittee. Mr. Politte explained that the subcommittee is scheduled to meet on Saturday and will respond back to Mr. Sachs.

7) Councilmember Levinson expressed his desire to move forward with acquisition of property for a new Public Works facility. Councilmember Levinson suggested that the City could enter into contingent contracts for either or both parcels regardless of the mode of financing. If necessary, he thought the City could afford to pay cash from fund reserves. City Administrator Herring explained that Karen Irwin (A. G. Edwards) is working on a financing package which will provide the ability to fund various needs, including the land and building for a new Public Works facility. A meeting will be scheduled with the full Council, shortly after the election, to discuss A.G. Edwards' proposal and the City's strategy to meet its goals. Both Councilmembers Politte and Hurt expressed their desire to evaluate the A. G. Edwards' proposal, before deciding how to pay for obtaining land for this facility, but indicated support for trying to obtain contingent contracts. Councilmember Politte motioned to recommend establishment of a special committee, after the City Council meeting on August 15, 1994, to negotiate contingent contracts on either or both of the proposed parcels for a Public Works facility. Councilmember Hilbert seconded the motion which passed unanimously, 3 - 0. Mr. Herring informed the Committee that the current lease for the garage facility expires July 31. The City will continue to occupy the space on a month-to-month basis, at the same rate of \$3,500/mo. The current owners are attempting to sell the property and do not want any long-term leases in place at the time of sale. Mr. Herring noted that he and Mr. Beach were attempting to obtain some concessions from the current owners to provide more notice. It may be possible to enter into a lease agreement with the new owners. The Committee urged Mr. Herring to continue to work with Mr. Beach to secure more affordable lease terms.

8) City Engineer Geisel explained that Staff had included work schedules for the various Public Works activities in the Committee's meeting packet. These schedules are periodically updated and are provided to the Committee as information. Councilmember Hilbert indicated that she had been contacted about a sidewalk concern located at 241 Kinderhook. Mr. Geisel advised the Committee that the sidewalk schedule was current and that the timeframes should be met. Mr. Geisel noted that the Department's clerical staff have copies of these schedules and provide updates for citizens when they call.

9) City Administrator Herring explained that City Attorney Doug Beach had been contacted by Al Michenfelder, attorney for Sachs Properties, regarding the condemnation of the right-of-way for Lydia Hill across the Richman tract. The original design for the road system had been approved by St. Louis County in conjunction with the site development plans for Chesterfield Village. Since the City incorporated, the City is now the governing agency for the road network, previously approved by the County. Sachs Properties has inquired if the City is interested in participating in the suit for acquisition of the right-of-way. The City would incur no costs, but would be named in the suit filed by Sachs Properties. Councilmember Levinson explained that this parcel is one of the parcels identified in the parks plan and if the bond issue passes in November, the City would be acquiring the property regardless. Councilmember

Levinson further explained that he had discussed this litigation with an attorney for the Richman property who felt an agreement could be negotiated. Councilmember Levinson suggested that the City act as a facilitator between Sachs and the interests involved in the Richman tract. Ms. Higgins explained that the configuration of Lydia Hill had been established by filing an amended site development plan, signed by Dr. and Mrs. Richman. They had previously agreed to dedicate the right-of-way, in exchange for Sachs Properties building the roadway system. Dr. Richman has since passed away and Mrs. Richman has been declared incompetent. Dr. Richman's son Jerry, and daughter Susan now control the property. Ms. Higgins indicated that she had personally contacted Jerry Richman but he did not respond, and that she had also spoken with Dr. Richman's daughter, Dr. Susan Pittman. Dr. Pittman had expressed very clearly to Ms. Higgins that she was not interested in dedicating the right-of-way. The Committee requested that City Attorney Doug Beach contact the attorneys for both parties to determine if an agreement can be reached.

10) The Committee discussed specific direction to Staff to use during preparation of the 1995 budget. Councilmember Politte requested that \$10,000 be allocated for parks and recreational programs. Councilmember Politte further requested that a Parks Director be funded to start January 1, 1995. The Committee discussed whether a separate department was necessary or should the Parks Department be a division of Public Works. Councilmember Politte expressed his desire to have a separate Parks Department, but was not adamantly against starting a Parks staff as a division of Public Works. Councilmember Politte explained that while there would not be much responsibility initially for maintenance and operation, the Parks Director would have much work in coordinating property acquisition and construction of facilities and developing recommendations for operation, staffing, promotions and marketing of the parks system. Councilmember Levinson suggested that additional staff would also be necessary to maintain citywide beautification projects and the volley ball court. City Administrator Herring advised the Committee that if the bond issue passes, there would be additional costs incurred to have Booker prepare design drawings and bid specifications for the parks facilities. However, these costs could be covered by the bond issue itself. Councilmember Hilbert suggested that a list of specific stormwater projects be identified, rather than simply including a lump sum for unspecified projects. She also requested that dollars be included for additional seasonal laborers, to allow for increased work output, like this year.

11) Councilmember Hilbert updated the Committee with regard to the proposed sidewalk along River Valley Drive. Councilmember Hilbert advised the Committee that she has had additional contacts with both of the Kelly brothers and discussed the sidewalk proposal. Councilmember Politte motioned to direct Staff to contact the Kelly's once more to gain an easement. If the property owners refuse, then the City will not pursue the sidewalk any further. The motion was seconded by Councilmember Hilbert and passed unanimously, 3- 0.

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- 12) City Engineer Geisel updated the Committee with regard to the Community Development Block Grant for 1994. Mr. Geisel explained that the Public Works Department is currently soliciting bids for approximately \$53,000 worth of sidewalk, handicap ramp, and associated slab repairs. Bids are due in August 2, 1994. The Committee requested that Mr. Herring develop information regarding the current CDBG appropriation, indicating the amounts allocated for handicap access ramps/sidewalks versus home improvement. The Committee indicated their possible support for additional sidewalk/handicap ramps in the future.
- 13) City Engineer Geisel updated the Committee with regard to the asphalt overlay program for 1994. Mr. Geisel explained that the Public Works Department is currently soliciting bids for approximately \$160,000 worth of asphalt overlays and slurry seals. Bids are due in August 2, 1994.
- 14) City Administrator Herring updated the Committee with regard to the Chesterfield Beautification Committee. Mr. Herring explained that the Committee had directed him to contact the consultant and ask that detailed plans, specifications, and cost estimates be prepared for three projects. Specifically, Chesterfield Airport Road overpass, Clarkson\Olive medians, the Chesterfield Parkway\Clarkson Road intersection, and to finalize the overall master plan. Mr. Herring further advised the Committee that it was the general consensus of the Beautification Committee to initiate work on the medians this year. Councilmember Hilbert requested that the Beautification Committee be requested to develop plans for the 141\Olive area such that the Planning Commission could use the landscape plans whenever site improvements are proposed in this area.
- 15) Councilmember Levinson explained that the Committee had requested Staff to review the street construction standards to determine if lowering the standards would save enough funds to allow for additional slab replacement. City Engineer Geisel discussed his memorandum dated July 21, 1994, wherein he recommended against such a reduction in standards. Mr. Geisel explained that elimination of the rock base and a reduction of the pavement thickness from 7" to 6" would result in approximately 12.35% savings. However, the design life of the pavement would be cut in half. Mr. Geisel further advised the Committee that pavements are designed relative to the number of heavy axle loads they are expected to carry. The reduction from seven to six inches of pavement reduces the theoretical load carrying capacity from 300,000 axle repetitions, to 150,000 repetitions.
- 16) The Committee agreed to schedule their next meeting on Wednesday, August 24, 1994 at 6:00 p.m.