

MEMORANDUM

DATE: August 31, 1994

TO: Michael G. Herring, City Administrator

FROM: Michael O. Geisel, Director of Public Works\City Engineer

RE: Minutes - Meeting (8/24/94) Public Works/Parks Committee

A meeting of the Public Works/Parks Committee began at 6:30 p.m. on August 24, 1994. Those in attendance included Councilmember Ed Levinson, Chairperson, (Ward II), Councilmember Colleen Hilbert (Ward I), Councilmember Alan Politte (Ward III), Councilmember Mike Cullen (Ward IV), City Administrator Michael G. Herring, Director of Public Works/City Engineer Michael O. Geisel. Also in attendance were Mayor Jack Leonard, Bill Kirchoff representing the Chesterfield Valley Study Committee, Richard Ward and Larry Marks representing Development Strategies, Inc., Ed Johnson, Terry Beider, and Mark Eshelman representing Booker Associates.

The following is a listing of those items discussed by the Committee at this meeting: ***To be discussed at the September 7 City Council meeting.**

1) Councilmember Politte motioned to accept the minutes from the July 27, 1994, meeting. Councilmember Hilbert seconded the motion, which passed unanimously, 4 - 0.

2) Councilmember Levinson confirmed that the Committee members had received copies of the letters from the St. Louis County Water Company and the Metropolitan St. Louis Sewer District relative to the scope of work for Phase Three of the Chesterfield Valley Study. Councilmember Levinson expressed his opinion that given the need to initiate the wetland identification work, he felt that eliminating tasks 3.3.1 and 3.3.2 dealing with sanitary sewer and water distribution infrastructure would yield sufficient funds to contract for the wetland identification. Mr. Kirchoff indicated that he had discussed these tasks with several members of the Chesterfield Valley Study Committee and their consensus was that this work was necessary. He further suggested that the Wetland inventory and environmental studies could reasonably be funded from the \$1,000,000 that City Council has set aside for levee

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restoration and the 500 year levee. City Engineer Geisel reminded the Committee that the City had made application for funding the Wetland identification and mitigation strategies through an EDA Planning Grant. However, Staff had not yet been advised as to whether this grant application had been approved. Mr. Geisel recommended that the scope of work necessary for wetland identification and environmental assessments be separated and new proposals be solicited without prejudice to the existing proposal submitted by Booker. Mr. Geisel indicated that this work was sufficiently different and should be given additional emphasis and Staff supervision due to the timetables involved.

City Engineer Geisel suggested that items 3.3.1 and 3.3.2 of the proposed scope of work be omitted until Development Strategies and Booker Associates could amend this portion of the scope of work to reflect the input from St. Louis County Water and the Metropolitan St. Louis Sewer District. Councilmember Levinson indicated his desire to include optional task #3 dealing with refinement of the Highway 109 alignment. City Engineer Geisel suggested that this task may be unnecessary due to Development Strategies previous agreement to include Highway 109 in the Phase Two report and associated exhibits. Mr. Larry Marks confirmed that Highway 109 was already part of the report. Councilmember Levinson motioned to table section 3.3.1 and 3.3.2 until the scope could be revised and a revised fee negotiated. Further, Councilmember Levinson recommended that tasks 3.1, 3.2, 3.3.3, 3.3.4, 3.3.5, 3.4, 3.5, 3.6, and task 3.7 as outlined in the proposed work plan from Development Strategies dated July 27, 1994, be approved subject to negotiation of a final fee for services. The negotiation committee would be selected by Bill Kirchoff, Chairperson of the Chesterfield Valley Study Committee. Councilmember Hilbert seconded the motion which passed unanimously, 4 - 0.

Councilmember Politte motioned to direct Staff to begin preparation of requests for proposals for the Wetland and environmental work as described in the letter from the Corps of Engineers dated **July 22, 1994**, requesting assistance from Mr. Lee McKinney in said preparation. Mr. McKinney would be omitted from a potential list of consultants due to his current contract with the City.

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Councilmember Cullen seconded the motion which passed unanimously, 4 - 0.

3) Councilmember Politte updated the Committee regarding Parks issues. Councilmember Politte reminded to the Committee that City Council would be meeting with A.G. Edwards on Wednesday, 8/31/94 at 5:30 p.m. to discuss the Parks Bond Issue and financing alternatives for other City needs. Councilmember Politte advised the Committee that the "Chesterfield Citizens for Parks", a not-for-profit residents group formed to promote the Parks Bond Issue, was planning two (2) fund raisers; First, a by-invitation-only cocktail party, tentatively scheduled for September 21st, and a kids and family fund raiser tentatively scheduled for October 1st. Councilmember Politte further advised the Committee that the "Chesterfield Citizens for Parks" was currently conducting a phone poll and was planning to initiate their direct contact marketing in October. The Committee discussed the need to send informative mailings to Chesterfield households. Councilmember Politte indicated that the Parks, Recreation, and Arts, Citizens Advisory Group working with A. G. Edwards, would have the suggested content for an informational mailing prior to the September 19 City Council meeting.

4) City Engineer Geisel advised the Committee that the meeting packet contained Staff recommendations to extend the escrow agreements for Woodcliffe Place, Brook Hill Estates Plat 4, White Gate Farms, Stonebriar Plats 1 & 2, and Stonebriar Plat 3A for a period of one year. Mr. Geisel requested that the Committee additionally consider an extension to the escrow for Stonebriar Plat 2 in accordance with Staff's recommendation. Councilmember Levinson motioned to approve all six escrow extensions as recommended by City Staff. Councilmember Hilbert seconded the motion which passed unanimously, 4 - 0.

*5) City Administrator Herring advised the Committee that Heberer Equipment Company had accepted the City's offer of settlement in the amount of \$6,500. For the benefit of the new Committee Members, Mr. Herring explained that during the flood recovery process in 1993, the City had rented four tractors from Heberer

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Equipment to be used to drive pumps draining the Valley. One of the pumps was damaged, in excess of \$18,000. Despite similar usage of the other tractors, they were not damaged. Mr. Herring further explained that due to differing accounts of what actually happened and potential costs associated with litigation, this Committee had authorized Mr. Herring and City Attorney Doug Beach to make a settlement offer of not more than \$6,500 and require Mr. Heberer to execute a release agreement. Councilmember Cullen discussed costs associated with settlements of this sort and advised the Committee that the actual settlement costs need to be inflated by the legal fees involved. The Committee directed Mr. Herring to obtain this information from City Attorney Beach. Councilmember Politte motioned to recommend the settlement to City Council. Councilmember Hilbert seconded the motion which passed unanimously, 4 - 0.

6) Councilmember Levinson requested that Staff provide some sort of status reports on citizen concerns that the Councilmembers have called in to City Staff. The Committee discussed several actions to minimize paperwork and to keep the Councilmembers informed. City Engineer Geisel agreed to place copies of work orders generated by Council's calls in the Councilmember's mailslots. The Councilmembers could then call and make specific requests on individual work orders.

Councilmember Hilbert indicated concern regarding barricades being left in residents yards for a long period of time. Mr. Geisel explained that the Public Works Division maintains a listing of locations where barricades have been placed. Frequently, the barricades are left to safeguard dangerous holes until the necessary repairs can be made. The Committee requested that the Public Works Department send letters to the residents where barricades were placed such that the residents would not think that the work request had been lost or forgotten. Finally, the Committee approved a motion to have Mr. Herring direct the City's Computer Specialist to give priority attention to the completion of the Public Works Work Order System software, presently being designed/implemented.

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*7) Mr. Geisel next informed the Committee that agreements for the Wilson Road project needs to be executed by Mr. Herring. An ordinance authorizing this will be proposed for submission to City Council at the September 7 meeting. The Committee accepted this as information.

8) Councilmember Levinson distributed a letter that City Administrator Herring had drafted for him that was intended to be given to the Corps of Engineers at their public hearing, scheduled for September 12, 1994, regarding 500-year levee to protect the Chesterfield Valley. Councilmember Levinson asked if the Committee had any reservations about him signing the letter as Chairperson of the Public Works\Parks Committee. Councilmember Cullen suggested that the City Councilmembers draft petitions and solicit signatures such that the petitions could be presented to the Corps of Engineers at the hearing. Councilmember Politte suggested that the letter should be brought before the City Council such that all 8 Councilmembers could sign. Mr. Herring advised the Committee that he had sent the Councilmembers an offer to draft their letters if they so desired. Mr. Herring also noted that letters from each Councilmember would be more effective than one letter, signed by all eight Councilmembers. The Committee agreed and advised Councilmember Levinson that they did not object to the letter he had distributed for review. The Committee further instructed Mr. Herring to prepare a resolution, for adoption at the September 7 City Council meeting, stating the City's support for a 500-year levee.

9) City Engineer Geisel advised the Committee that Councilmember Flachsbarth had requested specific information relative to the efforts being employed to patch potholes. Mr. Geisel asked if the Committee had any questions regarding his memorandum dated August 19, 1994, regarding the Department's efforts to patch potholes. There were no questions. The Committee expressed appreciation for the information provided.

*10) Councilmember Levinson next commented that he thought that

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this Committee had previously voted to request that the street tree list include Pin Oak species. Mr. Geisel noted that the Pin Oak had previously been excluded due to damage that Pin Oaks potentially cause to sidewalks and curblines. Councilmember Levinson motioned to revise the list of approved street trees to include the Pin Oak. Councilmember Hilbert seconded the motion which passed unanimously, 4 - 0. City Administrator Herring advised the Committee that this recommendation would need to be forwarded to Council for approval. Councilmember Cullen presented City Engineer Geisel with a letter from W. Phillips Berwick, owner of the Living Tree service. Mr. Berwick, a certified arborist, was concerned with the pruning that City crews had completed. The Committee directed Mr. Geisel to contact Mr. Berwick to hear his concerns.

11) City Engineer Geisel asked if the Committee had any questions regarding the revised work schedules for Concrete Slab Replacement and Roscoe patching. Mr. Geisel advised the Committee that the schedules would be revised again in the near future due to the loss of seasonal help.

12) City Administrator Herring discussed the 1994 program funding for Community Development Projects. A total of \$76,927 was provided by St. Louis County: \$34,000 for home improvements, \$20,000 for playground equipment for the disabled, and \$22,927 for handicap ramps. Councilmember Hilbert suggested that the Home Improvement Program be structured such that homeowners cannot repeatedly come back for additional grants. The Committee directed Staff to revise the budget allocations to provide \$10,000 for the Home Improvement Program, \$15,000 for playground equipment for the disabled, and \$51,927 for handicap ramp construction. This is to be forwarded to the F&A Committee for consideration/approval.

13) City Engineer Geisel asked if the Committee had any questions regarding the revised work schedules for Storm Sewer repairs. The Committee had no questions.

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14) City Engineer Geisel reminded the Committee that the City's lease for the street maintenance facility had expired and that the Maintenance Division was operating on a month-to-month lease. Mr. Geisel explained that the Department was investigating several potential sites for temporary quarters in the event the Maintenance Division had to vacate the current premises. Mr. Geisel reminded the Committee that a negotiating committee had been selected to begin negotiations to acquire land for a permanent facility. Mr. Geisel advised the Committee that the negotiating committee had its first meeting earlier that day.

15) City Engineer Geisel advised the Committee that he had contacted Mr. Kelly on River Valley Drive as directed by the Committee. Mr. Kelly was unwilling to grant an easement for sidewalk purposes, without cash compensation. City Administrator Herring noted that the Committee had not recommended condemnation and had requested Staff to determine for a final time if Mr. Kelly would grant the easement without compensation. *Mayor Leonard noted that he had discussed this matter with City Attorney Beach. Mr. Beach had suggested that a cash offer be made, prior to initiating condemnation procedures. The Committee discussed construction of the walk along the west side of River Valley Drive. Mr. Geisel advised the Committee that construction along the west side involved considerably more expense due to storm sewerage and grades. The Committee agreed to table this issue and requested that Staff determine the economic value that could be achieved by constructing the walk along the east side such that an offer could be made to acquire the Kelly and Holt properties and construct the walk along the east side of River Valley Drive, at a cost less than the alternative walk along the west side of River Valley Drive. Mr. Geisel noted that \$24,225 had been budgeted for this project.

16) Councilmember Cullen requested that the issue of advertising signs placed on utility poles within the right of way be placed on the agenda for the next meeting.

*17) The next Committee meeting is scheduled for Wednesday, September 21, 1994 at 7:30 p.m.