

MEMORANDUM

DATE: September 26, 1995

TO: Michael G. Herring, City Administrator

FROM: ^{M O Geisel} Michael O. Geisel, Director of Public Works/City Engineer

RE: Minutes - Public Works/Parks Committee Meeting, September 20, 1995

A meeting of the Public Works/Parks Committee began at 7:30 p.m. on Wednesday, September 20, 1995. Those in attendance included Councilmember Alan Politte (Ward III), Chairperson, Councilmember Colleen Hilbert (Ward I), Councilmember Ed Levinson (Ward II), Councilmember Mike Cullen (Ward IV), Assistant City Administrator/Personnel Director Brenda Collins, Director of Public Works/City Engineer Mike Geisel, Parks, Recreation and Arts Superintendent Ron Coleman, and Assistant City Engineer Bonnie Hubert.

The following items were discussed:

- 1) Councilmember Politte called for acceptance of the minutes from the August 2, 1995 meeting. The motion was made by Councilmember Levinson, seconded by Councilmember Cullen and approved unanimously.
- 2) City Engineer Geisel reviewed his September 8, 1995 memo regarding personnel in the engineering division. After discussion, Councilmember Levinson made a motion to recommend to the full Council the addition of a Civil Engineer position to be filled immediately. He further motioned to endorse the replacement of the vacant Plan Review Engineer position with another Civil Engineer position, and to forward the endorsement to the Finance and Administration Committee. It was clarified that these actions would be in addition to the Civil Engineer position that currently exists. The motion was seconded by Councilmember Cullen and approved unanimously. The costs associated with the immediate hiring of a Civil Engineer can be funded from the existing Plan Review Engineer position. Funds for hiring the additional position would be transferred from Street Division Personnel Services.
- 3) Parks, Recreation and Arts Superintendent Ron Coleman reviewed his September 5, 1995 memo regarding co-sponsoring a running event on Thanksgiving. He reported that the Parks, Recreation and Arts Citizens Advisory Committee endorsed participation in the event. Councilmember Levinson moved to direct Staff to proceed with arrangements for participation in the event. The motion was seconded by Councilmember Cullen and approved unanimously. There would be no projected net cost to the City.

4) Councilmember Politte opened discussion of the proposed 1996 budget goals for the Public Works Department. The Committee stressed the need for short term and long term goals, to outline strategies that are not routinely performed in the course of the work but unique items that are accomplished once to contribute to the goal to which they apply, and the need to include funding requirements for individual items. Specifically, the Committee requested the clean-up of rights-of-way and nuisance signs be added to the Beautification strategies and to add moving into the Public Works Facility by August 1996 and a designation of when everything will be operational to the Public Works facility strategies. The Committee also reinforced the need for a more effective customer response system in Public Works. It was noted that this issue had also been discussed by the Finance and Administration Committee of City Council. City Engineer Geisel will revise the goals and bring them back to the Committee. Councilmember Levinson stated that he would like to see snow removal for private streets included in the goals.

5) Assistant City Administrator Collins reviewed her memo of August 4, 1995 regarding the results of the solid waste hauler survey. After discussion, the Committee asked Ms. Collins and the Chesterfield Citizens Committee for the Environment to investigate an optional two time per week pickup, the use of larger containers, and the City paying the trash hauler directly and then collecting payment from residents in the development of the new specifications for trash hauling and recycling.

6) Councilmember Politte opened the floor for discussion of escrow extensions. Councilmember Hilbert made a motion to approve the extensions of escrows for Conway Ridge, Cookshire, Estates at Baxter Lane, Amherst, Countryside at Chesterfield, Plat 1, Woodcliffe Place, Spirit Trade Center, Plat 1, Stonebriar, Plat 1 and 2 Replacement Escrow, Stonebriar, Plat 3A Replacement Escrow, Brookhill Estates, Plat 4, Stonebriar, Plat 2, Countryside at Chesterfield, Plat 1, Chesterfield Farms, Plat 1 and Stonebriar, Plat 1 per staff recommendations of September 12, 1995. The motion was seconded by Councilmember Levinson and approved unanimously.

7) City Engineer Geisel reviewed his September 12, 1995 memo regarding extension of escrows. Councilmember Levinson moved to authorize Staff to approve routine escrow extensions administratively. The motion was seconded by Councilmember Cullen and approved unanimously. In those circumstances where significant problems are involved or Staff recommends attachment of escrows, recommendations will continue to be forwarded to the Committee for action.

8) City Engineer Geisel updated the Committee on the status of several stormwater projects. Staff is designing a relief sewer for the flooding problem at 14934 Royalbrook. The sewer will mitigate the likelihood of the structure flooding; however, the street will continue to flood because a portion of the downstream storm sewer system is undersized. The project will be bid this year. Phase III of the Westbury project is also scheduled to be bid this year. A storm sewer on Sunbridge and another on Southdown are experiencing major subsidence. Storm sewer structures have actually moved down the major hills on which they are located. Due to the magnitude of the projects, a proposal for professional engineering services will be sought.

9) Councilmember Cullen and City Engineer Geisel reported on the status of the renderings of the Valley. The renderings should be available within 30-45 days after the specifics of what is to be depicted is decided and the contracts are signed.

10) City Engineer Geisel summarized City Administrator Mike Herring's memo of August 12, 1995, regarding the status of the 500-year levee. In order for the Corps of Engineers to authorize the next phase of the project, the feasibility study, with a local commitment to pay 50% of the study cost, \$750,000, must be made. The Levee District and TIF Commission have indicated a willingness to each consider/recommend funding \$150,000 of the cost. It has been suggested that the City consider funding \$150,000 from the \$1 million escrow account that was established after the flood. There is approximately \$180,000 remaining in that account. After discussion that this is the most important item that could be funded from this account, the positive message it sends to potential developers in the Valley, questions concerning participation by the City of Wildwood in the project, the Levee District's plans to purchase all property between Eatherton and the levee, and the need to develop a plan for TIF expenditures, Councilmember Cullen made a motion to authorize up to \$150,000 for the City's prorated share of the cost of the feasibility study for the 500-year levee. The motion was seconded by Councilmember Hilbert and passed unanimously. The Committee requested that the City Administrator investigate inclusion of further discussion regarding property acquisition on the agenda for the next Executive Session of the City Council.

11) Councilmember Levinson reported that the Historic District Task Force reviewed the proposed interchange at the east end of the Valley. The Task Force also expressed concern about the effect a 500-year levee might have on Don Weigand's house. The Task Force is considering forwarding a request that the Levee District take into account any modifications of the improved levee design that would save Don Weigand's home.

12) Councilmember Politte reported that a volunteer day for planting of 60,000 daffodil bulbs has been scheduled for Saturday, October 21, 1995, 9:00 a.m. - 2:00 p.m.

13) The next meeting of the Committee will be at 7:30 p.m. Tuesday, October 17, 1995. The meeting adjourned at approximately 8:35 p.m.

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