

MEMORANDUM

DATE: October 18, 1995

TO: Michael G. Herring, City Administrator

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

RE: Minutes - Public Works/Parks Committee Meeting, October 17, 1995

A meeting of the Public Works/Parks Committee began at 7:30 p.m. on Tuesday, October 17, 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), City Administrator Mike Herring, Director of Public Works/City Engineer Mike Geisel, Finance Director Jan Hawn, Parks, Recreation and Arts Superintendent Ron Coleman, Assistant City Engineer Bonnie Hubert, Darcy Capstick and Resa Manson of the Citizens Committee for the Environment (CCE), and Bill Hawn representing the Home Builders Association (HBA).

The following items were discussed:

- 1) Councilmember Politte called for acceptance of the minutes from the September 20, 1995 meeting. The motion was made by Councilmember Levinson, seconded by Councilmember Cullen and approved unanimously.
- 2) Darcy Capstick, Chair of the CCE, made a presentation on the St. Louis County Recycling and Source Reduction Grant application prepared by the CCE. Of the 12 applications received, the Chesterfield application was considered the best by all judges in St. Louis County. The Committee commended Ms. Capstick and the CCE on their achievement and service to the community. **Councilmember Levinson moved to recommend that the City Council approve submission of the final grant application to the County. The motion was seconded by Councilmember Cullen and passed unanimously.**
- 3) Councilmember Levinson summarized the issues related to homes that are depicted as being in the floodplain on the current FEMA Flood Insurance Rate Maps as outlined in City Engineer Geisel's October 13, 1995 memo regarding letters of map revision (LOMR). Mr. Levinson stated that the impact is not only on the houses in the flood plain, for which new owners will have to obtain flood insurance and lose appraised value due to being designated in the floodplain, but surrounding homes whose appraised values will be affected due to comparable sale values. He suggested the City retain a Consultant to prepare LOMR requests for affected homes. City Engineer Geisel reported that, due to the number and location of the affected homes, it would be more cost effective to have a consultant prepare a flood insurance study of an entire creek instead of individual subdivisions. However, the

estimated cost for preparation of LOMR documents, which is not firm, is \$150,000. After discussion of the cost of the service relative to the benefit and the City's obligation to notify the affected property owners, it was determined that staff would obtain a more definite cost estimate so a quantitative analysis could be made. Mr. Bill Hawn, representing the HBA, advised the Committee that the HBA is concerned about what requirements the City may impose on new subdivisions relative to obtaining letters of map revision from FEMA and any delay this may impose on the development process. City Engineer Geisel explained that while final issuance of LOMR could take 6-12 months, a conditional approval could be obtained from FEMA up front. Mr. Hawn, indicated that even conditional approvals could take 3-6 months. The HBA suggests that procurement of LOMR be a condition of the sale of affected homes.

4) City Engineer Geisel reported that the Finance and Administration Committee voted 3-1 to delay any action on this Committee's recommendation to hire an additional Civil Engineer as soon as possible. **Councilmember Cullen moved and Councilmember Hilbert seconded to recommend the immediate addition of this position to the full Council. The motion passed unanimously.**

5) Councilmember Politte opened discussion of the proposed Public Works budget goals. Organization of a Halloween window decorating contest will be added to the Parks program goals and the goals will be organized regarding short and long term goals. **Councilmember Levinson moved to add a goal regarding identification of costs and opportunities to provide snow removal services on private streets, excluding gated and apartment communities. The motion was seconded by Councilmember Hilbert and passed unanimously.**

6) Discussion of the proposed 1996 budget included the funding of Public Works capital street improvements and the possible allocation of approximately \$300,000 of additional revenues identified in City Administrator Herring's budget message for capital street projects. Discussion followed regarding asphalt overlays, the need for basic communication skills training for Street Division personnel, identification of competency improvement requirements for all employees, the need for additional personnel in the Parks Division, use of the City Clerk Division personnel as pool secretaries, the need for a long term perspective on recurring annual costs associated with proposed Parks programs, the need to establish Parks programs, reallocation of costs from the Street Division to Parks Division for beautification related expenses, the need to identify in the budget which Parks programs generate additional revenue, the expense for an additional work station, benefits of total survey station surveying equipment and 1 ton dump trucks, and replacement of a 7 year old loader. City Administrator Herring stressed, as outlined in his budget message, the need to remain consistent with funding for capital improvements. If surplus revenue is to be directed to capital improvements next year, the proposed budget should be modified prior to approval. **Councilmember Levinson moved to recommend that the budget for capital street improvements be increased by \$290,000 and the budget for capital beautification projects be increased by \$10,000. The motion was seconded by Councilmember Politte and passed unanimously.** Unallocated funds identified within Mr. Herring's budget memo, as well as fund reserve dollars in excess of the 50% reserve policy, would be used to fund these additional expenditures.

7) Parks, Recreation and Arts Superintendent Coleman circulated a draft flyer that was prepared for the Gobble Wobble walk/run to be held Thanksgiving morning. He reported that additional sponsors are still being identified.

8) Councilmember Levinson questioned the proposed requirements of donation of park land and construction of trails on a development adjacent to Chesterfield Elementary School and expressed concern about future requirements that may be proposed relative to other properties and the need for the Council to adopt a policy in this regard. City Engineer Geisel and Parks, Recreation and Arts Superintendent Coleman explained that the site was identified as a park site in the Parks Master Plan and that staff had several meetings with the developer in order to develop a mutually beneficial proposal. The City Attorney has determined that the City cannot require donation of land relative to the rezoning of this tract. The acquisition of this land, identification of alternate sites, and acquisition process proposals were referred to the Parks Acquisition and Negotiation Committee for recommendation to this Committee.

9) City Engineer Geisel reviewed the bid results for one ton dump trucks as outlined in his October 12, 1995 memo. He advised the Committee that bids were solicited on two occasions due to the original bids being over budget. The second bids were \$36,996 over budget. Mr. Geisel indicated that he considered the option of procuring one less truck to approximate the budgeted amount, but believes that all four trucks are needed at this time. The Committee accepted the information. Mr. Herring will present this recommendation under his report at Monday's meeting.

10) Councilmember Politte requested the Committee's agreement for Parks, Recreation, and Arts Superintendent Coleman to hold an office in the Missouri Conservation Federation. Due to a concern about conflict of interest, Mr. Coleman resigned from the Board of the Federation when he accepted employment with the City. Mr. Coleman has determined that the work of the Federation does not conflict with the City's goals and desires to accept appointment as an officer of the Board. Following discussion regarding membership of the Federation, whether the Federation had taken a position on the 500-year levee proposal for the Valley and the need to further the City's goals, the Committee expressed no opposition to Mr. Coleman's involvement with the Federation at this time. The Committee urged Mr. Coleman to monitor the Federation's position on issues and to not take any positions contrary to stated City goals and objectives.

11) The meeting adjourned at approximately 9:45 p.m.

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