


MEMORANDUM

DATE: December 20, 1991

TO: Michael G. Herring, City Administrator

FROM: William C. Hawn, Director of Public Works/City Engineer 

RE: Minutes - Meeting Public Works/Parks Committee

A meeting of the Public Works/Parks Committee was held on December 19, 1991. Those in attendance included Councilmember Jade Bute, Chairperson, (Ward II), Councilmember Alan Politte (Ward III), Councilmember Nancy Greenwood (Ward I), Councilmember Linda Tilley (Ward IV), Councilmember Dan Hurt (Ward III), Mayor Jack Leonard, City Administrator Michael G. Herring, and Director of Public Works/City Engineer William C. Hawn. Also in attendance were Vicky Neil, Bud Hirsch, Mark Teitelbaum, Sid Kolten & Julie Sutter.

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

1. City Administrator Herring explained a proposal to reduce right-of-way requirements in new subdivisions, which resulted from meetings with the Home Builders Association (HBA) over the past year. These meetings involved Mr. Herring, Mr. Hawn, Mr. Duepner, and HBA representatives. The present requirement calls for a 50' wide right-of-way. The HBA and the City are in agreement to reduce the right-of-way from 50' to 40'. This would not pose any problems with anyone involved. The HBA has proposed an additional reduction of right-of-way, to 36'. Mr. Herring explained why staff was opposed to the 36' proposal. The first concern of the City would be with regard to street trees. The trees would need enough root space for them to grow. The second concern would be the storm sewers overlapping the sidewalk area. Mr. Teitelbaum assured the Committee that the houses would not be set any closer to the street, whether the 40' or 36' right-of-way was approved.

Councilmember Greenwood made a motion to forward this matter to the Public Works Citizens Advisory Group for their review and recommendation. Councilmember Tilley seconded the motion and it passed unanimously.

2.a. Councilmember Politte presented a proposal for recreational activities for 1992. Councilmember Politte proposed to adopt and submit to Council the acceptance of the nine programs which, if approved, would be implemented during the first six months of 1992. This proposal presents a unique non-duplication of recreational activities within the City, utilizing existing resources. Councilmember Greenwood seconded

PUBLIC WORKS/PARKS COMMITTEE MEETING (Cont'd)

Page Two

December 20, 1991

the motion, but suggested that radio advertising costs should be investigated further, as they appeared to be too low. Councilmember Greenwood also suggested that the participants help defray some of the costs for the T-shirts. Councilmember Bute explained that contacts have been made with potential sponsors for each event, but there are no firm commitments at this time. Additionally, the program regarding Teen Council will include both Parkway and Rockwood School Districts. It was suggested that each program be monitored closely and that information be provided to the committee with regard to any/all expenses to be incurred by the City. This proposal was approved unanimously.

2.b. Councilmember Greenwood motioned to go into executive session. Councilmember Politte seconded the motion. Roll call vote - Councilmember Nancy Greenwood, Councilmember Alan Politte, Councilmember Linda Tilley, Councilmember Jade Bute all voted "aye".

Councilmember Politte made a motion to retain Vicky Neil as a recreation consultant for 6 months, January 1, 1992, through June 30, 1992, for a total compensation fee of \$6000.00. Councilmember Linda Tilley seconded the motion. Councilmember Bute informed the Committee that there has been much positive feedback from the Community with regard to Mrs. Neil's performance. Mr. Herring informed the Committee that the funds for this would be taken from 1992 contingency. The motion passed unanimously.

Councilmember Politte made a motion to come out of the executive session. Councilmember Greenwood seconded the motion. There was a second roll call and it passed unanimously.

3. Director of Public Works Hawn updated the proposal on the Street Survey Contract which is being performed by Havens & Emerson. Mr. Hawn suggested including the annexed area streets and streets citywide which are 5 years or newer, into the contract, at a total additional cost of \$20,270.00. Councilmember Linda Tilley made a motion to recommend the addition of a total of 11.6 miles to the scope of work for the Street Survey Study. It was seconded by Councilmember Tilley. Mayor Leonard expressed concern that 200 feet of Woodsmill, north of Olive, be included in the survey also. It was decided that this should be included but at no additional cost. Funding for this survey will be from 1992 contingency. The motioned passed unanimously.

4. City Administrator Herring updated the Committee with regard to the ordinance on restrictions of heavy equipment operation after 6:00 PM. The Committee had directed Mr. Herring to contact Mr. Beach to determine if violators of this ordinance could be prosecuted if City inspectors were on-site to determine compliance with construction standards. Mr. Beach has determined that a citation can be issued to violators. The Committee Members directed Mr. Herring to alert the Prosecuting Attorney that they feel this is a serious violation and tickets will be issued.

PUBLIC WORKS/PARKS COMMITTEE MEETING (Cont'd)

Page Three

December 20, 1991

Councilmember Greenwood proposed that the fine be \$500 per hour and \$500 per construction vehicle. Councilmember Tilley seconded the motion and it passed unanimously. Mr. Herring will contact City Attorney Beach and direct him to prepare the appropriate ordinance amendment.

5. Public Works Director Hawn explained the proposal to improve the sanitary sewer system in Forest Meadows. As a result of a reinspection by MSD, they have identified a second deficiency in the sanitary sewers and repairs that need to be made. The price is \$1350.00 to make the repairs. There is enough money in escrow to fund the repairs. Councilmember Greenwood made a motion to authorize the work to be funded out of existing escrow, and the motion was seconded by Councilmember Tilley and passed unanimously. The Committee also approved bringing any future situations like this to them for review/approval.

6. City Administrator Herring explained MSD's decision to not accept maintenance for gabion walls for erosion control. The Committee directed Mr. Herring to send MSD a letter protesting the decision.

7. Councilmember Dan Hurt is requesting that the detention basins in the Westerly Development be cleaned out every 3 weeks. Mr. Herring commented that Mr. Hawn had recently contacted Mr. Beach as to the advisability of the City cleaning these detention basins, following notice being given to the developer. Councilmember Hurt requested that Mr. Beach also address how much notice would be required. The Committee approved this action. Mr. Hawn explained that the ordinance for this subdivision requires detention basins be working properly after thirty percent (30%) of the building permits have been issued. The detention basin in Westerly should be functioning near 100%. There was a lengthy discussion on changing procedures with regard to subdivisions under construction and monitoring the function of detention basins. As it stands now, there are weekly inspections as subdivisions are being developed. (NOTE: Both Councilmembers Politte and Greenwood left at this point.)

Councilmember Hurt is also requesting that a swale be constructed from Lot #20 to the detention basin. There is a runoff problem and the property owners have no objection to this swale being constructed. There was a discussion as to whom should install this swale and who will be responsible legally and financially. Mr. Hawn commented that this was not a part of the ordinance originally adopted by the City. As a result, Mr. Herring stated that the City had no legal authority to require the developer to install the swale. If it is constructed, it would be at the expense of the residents or the City. These issues and others will be brought before the Committee at the next meeting.

Councilmember Hurt also requested that development information not be withheld from citizens if they request it. Mr. Herring and Mr. Hawn responded that they were not aware of any public information being withheld.

8. Public Works Director Hawn updated the Committee on the Capital Street Project. Mr. Hawn stated that a letter was received from the contractor indicating that they have completed the project as of December 15th and is asking for release of payment. A final punchlist is being prepared.

9. The Committee accepted as information a letter from Mr. Hawn regarding issue of asbestos in City buildings.

10. Councilmember Bute informed the Committee that the next meeting will be held on Thursday, January 9th, at 7:30 AM.

11. There being for further business to discuss, the meeting was adjourned.