

DATE: February 22, 2002

TO: Michael G. Herring, CA

FROM: Brian McGownd, DDPW\ACE

SUBJECT: Meeting Minutes, PW\Parks 2/11/02

A meeting of the Public Works/Parks Committee began at 5:30 p.m. on Monday, February 11, 2002. Councilmembers in attendance were Chairperson Barry Streeter (Ward 2), Barry Flachsbart (Ward 1), Mike Casey (Ward 3), and Mary Brown (Ward 4). Also in attendance were Mike Herring – City Administrator, Mike Geisel – Director of Public Works/City Engineer, Brian McGownd - Deputy Director of Public Works\Assistant City Engineer, and Darren Dunkle - Superintendent of Parks, Recreation and Arts.

The meeting was called to order at 5:30 p.m.

* To be discussed at 2/20/02 City Council Meeting

Agenda Item #1: Councilmember Brown motioned to accept the meeting minutes of the PW\Parks Committee from January 14, 2002, as submitted. Councilmember Casey seconded the motion. The motion passed unanimously, 3 – 0. Councilmember Flachsbart had not yet arrived.

* Agenda Item #2: Mr. Geisel stated that at their last meeting, the Committee directed Staff to develop membership requirements for the Public Works Citizens Advisory Group. He briefly summarized the membership requirements that were drafted. Councilmember Brown stated that City Council adopted a policy, which required four residents from each Ward to serve on a citizens committee. Mr. Herring stated that if the Committee so desired, they could recommend to City Council that the PWCAG become a statutory committee. The membership requirements would be adopted by ordinance, and therefore, the policy regarding the number of members from each Ward would not apply. Councilmember Casey motioned to recommend that the membership requirements for the PWCAG, as prepared by the Department of Public Works, be adopted by ordinance, and to forward it to the City Council for further consideration. The motion passed unanimously, 3 – 0. (See Bill # 2048)

Councilmember Flachsbart arrived at the meeting at this point – approximately 5:40 p.m.

Agenda Item #3. Mr. McGownd stated that this item was tabled at the previous Committee meeting. Chairperson Streeter stated that the general perception of the public is that the City's policy on open channels has changed because of the Bridal Creek project. Mr. Geisel stated that the proposed grant was for design only, and was in an amount of \$20,000. The City's share would also be \$20,000. Discussion ensued

regarding the City's current policy on open channels. Mr. Geisel stated that the policy has not changed, and would only change if approved by City Council. The Bridal Creek project was initiated to determine the viability and efficacy of bio-stabilization projects, and to offer an alternative to structural solutions, all to allow City Council additional options, if they chose to review the current policy at some point in the future. He said that by conducting a second, smaller pilot project like the proposed Meadowbrook Farm project, the City would have data on the results of bio-stabilization projects for a large and small open channel project. In that way, the viability of bio-stabilization projects could be assessed for most typical channel problems. However, Mr. Geisel cautioned the City about additional pilot projects and suggested that the City wait until completion of the two bio-stabilization projects, and subsequent reports from the Department of Public Works that the City Council could use to help them decide if any policy changes were warranted. Councilmember Casey motioned to accept Mr. Geisel's recommendation for acceptance of the grant for the Meadowbrook Farm Stormwater Improvement Project as a second and final pilot project and to await report and discussion on the bio-stabilization projects prior to discussion of any policy changes regarding maintenance of open channels. Councilmember Brown seconded the motion which passed unanimously, 4 – 0. Budgeted funds already exist to cover the design phase for this project.

Agenda Item #4: Mr. Dunkle gave a brief history of the celebration and the City's relationship with the Chesterfield Chamber of Commerce in co-sponsoring the event. He stated that \$12,000 was budgeted for fireworks, and that as in the past, the City would reimburse the Chamber. Councilmember Flachsbart motioned to approve the Chesterfield Chamber of Commerce's request to reimburse the Chamber up to \$12,000 for the cost associated with the fireworks for the Birthday Celebration. Councilmember Brown seconded the motion which passed unanimously, 4 – 0.

* Agenda Item #5: Councilmember Flachsbart stated that he felt that the term "immediately adjacent" should refer to both sides of the street. After some discussion, Councilmember Flachsbart motioned to amend the policy to include the original level of support percentages, 75% within the general area and 90% immediately adjacent, and to change the definition of "immediately adjacent" to include the opposite side of the street, forwarding the proposed policy to City Council with a recommendation for passage. Councilmember Casey seconded the motion. The motion passed unanimously, 4 – 0.

*Agenda Item #6: Mr. McGownd stated that he had recently met with representatives from the St. Louis County Department of Highways and Traffic, Mayor Nations, and Councilmember Casey regarding revisions that the County has made to the alignment of the Baxter Road project. He said that the purpose of the revisions was to lessen the impact, as much as possible, to adjacent properties, and to try to utilize as much of the existing curb and sidewalk as possible. He stated that the County has requested that the City acknowledge and concur to the proposed Baxter Road alignment. Councilmember Casey pointed out that Baxter Road, at the intersection of Country Ridge, was going to be lowered a total of six feet. He asked what impact this would have on Country Ridge and the surrounding property owners. Mr. McGownd replied that the grade of Country Ridge east of Baxter would remain the same, only pitched towards Baxter Road instead of away

from it. He said that Country Ridge west of Baxter would be steeper. The current grade of 3% would increase to 8%. As far as the impact to adjacent properties, he stated that the County had acknowledged that they still need to look at this intersection closer, and will address the concerns of the adjacent property owners when they negotiate for the necessary right-of-way and temporary construction easements. Councilmember Casey motioned to direct Staff to send a letter to St. Louis County which states that the City is in general agreement with the proposed alignment of Baxter Road, but remains concerned with the possible impact that the alignment might have on the properties adjacent to the intersection of Country Ridge and Baxter Road, and to request that this area be reviewed by the County to try to minimize any negative impact to the greatest extent possible. Councilmember Brown seconded the motion which passed unanimously, 4 – 0.

* Mr. Geisel told the Committee that the County has proposed to install landscaped medians as part of the project, but that the County does not irrigate the medians, nor do they maintain the medians once they are constructed. He said, as outlined in the Memorandum of Understanding (which had been provided to the Committee Members), the County will install the landscaped medians if the City agrees to maintain the medians in perpetuity, and will install an irrigation system if the City agrees to pay for it. After some discussion, Councilmember Flachsbart motioned to recommend that the City agree to pay the cost to install an irrigation system within the proposed landscaped medians, agree to the maintenance of the medians in perpetuity, and to direct Staff to so advise St. Louis County. Further, the Memorandum of Understanding would be forwarded to City Council for review and eventual adoption. Inasmuch as the irrigation and memorandum of understanding created monetary commitments, both items would be forwarded to the full Council for concurrence. Councilmember Casey seconded the motion which passed unanimously, 4 – 0. (See Bill # 2049)

* Agenda Item #7.: Mr. Geisel stated that the Missouri American Water Company has never had a franchise agreement with the City. In working closely with Mr. Beach, an ordinance, which establishes a franchise agreement, has been developed. He told the Committee that if the ordinance were adopted Mr. Beach would draft language such that a franchise proposal could be placed on a future ballot. Councilmember Flachsbart motioned to recommend adoption of the ordinance that would grant a franchise agreement to the Missouri American Water Company, and to forward it to the City Council for further consideration. Councilmember Brown seconded the motion which passed unanimously, 4 – 0. (See Bill # 2050)

* Agenda Item #8: Mr. Dunkle stated that, as directed by the Committee, Staff solicited proposals and subsequently conducted interviews of consultants to perform a public engagement process regarding the future of parks in Chesterfield. He said that Staff recommends that Leisure Vision, Inc. be hired to perform the public engagement process. He then introduced Mr. Ron Vine, Vice-President of Leisure Vision. Mr. Vine showed the Committee a PowerPoint presentation, which outlined the history of his firm, past projects that his firm has completed, and the project approach that he suggests be used in conducting the public engagement. After some brief discussion, Councilmember Flachsbart motioned to recommend that the City enter into a contract with the firm of

Leisure Vision, Inc., in the amount not to exceed \$30,000, which would be taken from contingency, to perform a public engagement process to determine the future of parks within Chesterfield, and to forward the recommendation to the City Council for further consideration. Councilmember Casey seconded the motion. Chairperson Streeter asked if Mr. Vine's project schedule was appropriate. Mr. Bob Buck of the PRACAC suggested that Mr. Vine's schedule was consistent with the schedule that the PRACAC had previously developed. The motion passed unanimously, 4 – 0.

Agenda Item #9 (Other): Councilmember Flachsbart motioned to reconsider Agenda Item #2. Councilmember Casey seconded the motion, which passed unanimously, 4-0. Councilmember Flachsbart stated that, as the liaison to the PWCAG, he was concerned about the previous motion that was made that would cut the size of the group down to ten members. He thought that it would be more appropriate to have 12 members, two from each Ward and four at large members. He also felt that the requirements should be changed to allow residents who have relevant professional experience in the field of Public Works to be members. After some discussion, Councilmember Flachsbart motioned to revise the PWCAG membership requirements to allow 12 members, two from each Ward and four at large members, and to delete "or similar relevant professional experience" from the third paragraph, and replace it with "or have relevant professional experience in the field of Public Works ". Councilmember Brown seconded the motion, which passed unanimously, 4-0. (See Bill # 2048)

The meeting was adjourned at 6:55 PM.

The next meeting of the PW\Parks Committee is scheduled for March 27, 2002, in Conference Room No. 3 located at City Hall.

cc: Mayor John Nations
Department Heads/Executive Staff