

DATE: April 15, 2004
TO: Michael G. Herring, CA
FROM: Brian McGownd, DDPW\ACE



SUBJECT: Meeting Minutes, PW\Parks 3/31/04

A meeting of the Public Works/Parks Committee began at 5:45 p.m. on Wednesday, March 31, 2004. Councilmembers in attendance were Chairperson Connie Fults (Ward 4), Barry Flachsbart (Ward 1), Bruce Geiger (Ward 2) and Mike Casey (Ward 3). Also in attendance were, 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. Several other people were in attendance. A copy of the attendance list is attached to these minutes.

The meeting was called to order at 5:45 p.m.

*** To be discussed at the 4/19/04 meeting of City Council.**

Agenda Item #1: Councilmember Casey motioned to accept the meeting minutes of the PW\Parks Committee from January 6, 2004, as submitted. Councilmember Flachsbart seconded the motion. The motion passed, 3 – 0, with Councilmember Geiger abstaining.

*** Agenda Item #2a: Mr. Dunkle summarized Staff’s recommendation regarding the proposal from the CBSA for the lighting of Field 7 at the CVAC. He stated that the cost for this work would not exceed \$50,000. Since this project was not included in the 2004 Budget, funding would have to come from fund reserves, to be fully reimbursed by the CBSA over a five year period. He said, per the CBSA’s letter dated March 31, 2004, the CBSA would totally fund the project by reimbursing the City an amount of \$10,000 per year for four years and an amount of up to \$10,000 for the fifth year. After a brief discussion, **Councilmember Flachsbart motioned to recommend that an amount not to exceed \$50,000 be taken from Fund Reserves for the installation of lights on Field No. 7 at the CVAC, with this amount being reimbursed by the CBSA at a rate of \$10,000 per year for each of the next four years, and up to \$10,000 in the fifth year, as outlined in their letter dated March 31, 2004, and to forward this recommendation to the City Council for further consideration and approval. Councilmember Geiger seconded the motion.** Councilmember Casey asked if the City would incur additional maintenance costs associated with the installation of these new lights. Mr. Geisel indicated that users of lighted fields pay a premium field rental, not only the standard field rental fee, but also an extra premium for use of the lights which offsets the cost associated with lights and utilities. He also said that since the field would now be lit, it would be rented out at night which allows the generation of additional revenue that was not previously available. **The motion passed unanimously, 4 – 0.****

Agenda Item #2b: Mr. Dunkle and Mrs. Kay Folsom, Chairperson of the Beautification Committee, explained that the Beautification Committee had never developed a mission statement to guide their efforts. Mrs. Folsom stated that the committee, after several months’ worth of work, had created a mission statement for the PW/Parks Committee’s review and approval. Councilmember Flachsbart pointed out that the word “of” should be added at the end of the first line of the first objective. After a brief discussion, **Councilmember Flachsbart made a motion to commend the Beautification Committee on all the good work they provide to the City, and to approve the Committee’s mission statement. Councilmember Geiger seconded the motion, which passed unanimously, 4 –**

0.

* **Agenda Item #2c (i)**: Mr. Dunkle summarized the CCE's request to send letters, on City letterhead, to the U.S. Congressman and to the U.S. Senators that represent Chesterfield, asking them to vote for the oak tree as the national tree. Councilmember Flachsbart stated that he had no objection to the CCE sending this letter, as a committee, but was reluctant to send such a letter on City letterhead. He said that he intended to vote no on this issue. Mrs. Darcy Capstick, Co-Chair of the CCE briefed the Committee on the CCE's request. After a brief discussion, **Councilmember Casey made a motion to recommend, for City Council consideration and approval, that the CCE be authorized to send a letter, on City letterhead, to Congressman Aiken, Senator Talent and Senator Bond, encouraging them to vote for the oak tree as the national tree. Chairperson Fults seconded the motion, which passed, 3 – 1, with Councilmember Flachsbart voting nay.**

Agenda Item #2c (ii): Mr. Dunkle summarized the CCE's request to take photographs of the two oldest trees in the City and to display them behind the front desk at the entrance to City Hall. Mr. Geisel stated that although these trees deserved recognition and should be documented, Staff was concerned with the location within City Hall at which these pictures would be placed. Discussion ensued about the motif that the City was looking for at City Hall and the various conversations that had occurred over time about what sort of photographs or artwork would adorn the walls of City Hall, taking into consideration the display cabinets currently used by the Historical Committee to display artifacts. **Councilmember Casey motioned to direct Staff to photograph the two specific trees within the City. Councilmember Geiger seconded the motion, which passed unanimously, 4-0.** After further discussion, **Councilmember Casey motioned to direct Staff to bring back to the Committee suggestions for locating the photographs, as well as suggestions for other displays and artwork within City Hall. Councilmember Flachsbart seconded the motion, which passed unanimously, 4-0.**

Agenda Item #6: Mr. Geisel summarized Ms. Hubert's memo regarding requesting authorization to attach the escrows in four subdivisions. Discussion ensued regarding the Waverly Place Subdivision. In response to a question from Councilmember Casey, Mr. Geisel stated that the street gate and the landscaping were being handled by the City Attorney, as these two items were not required public improvements, and therefore not part of the subdivision escrow. He also stated that the subdivision escrow could not be used to resolve outstanding liens that were placed on individual homes. Mr. Gary Bethel of Hardy Credit Company, the developer for the Waverly Place Subdivision briefly spoke to the Committee, and outlined his plan of attack for completing the required improvements. Mr. Geisel clarified that the Department of Public Works was requesting authorization to attach the escrows, however, would work with those developers who were trying to complete the improvements and would only attach the escrow as a last resort. **Councilmember Flachsbart made a motion to authorize the attachment of the escrows in the four subdivisions identified in Ms. Hubert's memo dated March 17, 2004. Councilmember Casey seconded the motion, which passed unanimously, 4 – 0.**

* **Agenda Item #3:** Mr. Geisel summarized his memo regarding the forward funding proposal for the five parcels located between Highway Forty and Chesterfield Airport Road, east of Long Road. He explained that the proposal included constructing potable water mains, roads, street lights and the

master plan storm drainage channel. He stated that the estimated cost to construct these improvements was an amount not to exceed \$3.5 million. Mr. Geisel indicated that he had conferred with Director of Finance Jeremy Craig, who assured him that adequate TIF funds were available to cover this amount within the TIF special projects fund. Discussion ensued regarding the forward funding proposal and the need to construct these improvements as a single project. Mr. Geisel stated that the forward funding agreement would be created with the intent to fully reimburse the TIF, with Developers making their reimbursement contributions at such time as their property was developed. Councilmember Flachsbart asked if the existing utility lines would be placed underground as part of this project. Mr. Geisel stated that each individual parcel's zoning requirements dealt with the underground utility issue, therefore, it was not part of this proposal, and that utility construction was not part of this project. He also mentioned that the cost associated with placing the utilities underground would prohibit the City from entering into the forward funding agreement because of insufficient TIF funds to cover the cost. After a brief discussion, Mr. Geisel said that conduits would be designed into the roadway plans so that the road would not have to be open cut in the future when the utilities were placed underground, below the new roads. **Councilmember Flachsbart motioned to recommend to the City Council as a whole, authorizing Staff to enter into forward funding agreements providing for the construction of public infrastructure improvements for the development tracts known as Long Road Crossing, Chesterfield Corporate Park, Terra Corporate Park, Cambridge Engineering, Waller-Hoch, and Chesterfield Exchange, consisting of engineering design, surveys, grading, road construction, storm sewer construction, potable water supply, street lights, retaining walls, and associated ancillary work, in an amount not to exceed \$3.5 million which is to be fully funded by the TIF Special Projects Fund. Councilmember Geiger seconded the motion, which passed unanimously, 4-0.**

***Agenda Item #4:** Mr. McGownd stated that the policy regarding private street acceptance was tabled after the last meeting, and that as directed by the Committee, the policy was revised to include language that the City would not consider accepting private streets if the associated record plat, which created the private street, included language that the private streets were dedicated as private and were to remain private forever. Councilmember Geiger said that the policy states that prior to acceptance, the streets must meet City standards. Mr. Geiger was concerned and suggested that this standard be further defined so that the City would not accept a street which would create an undue maintenance burden shortly thereafter. After a brief discussion, Mr. Geisel suggested that language could be added to the policy that stated that no street segment would be accepted with an overall pavement rating of less than seven (7.00) and no individual section or slab rated five (5) or less, as determined by physical inspection by the Department of Public Works. **Councilmember Geiger motioned to recommend approval of the proposal, with the revision suggested by Mr. Geisel and to forward the revised policy to City Council for consideration and approval. Councilmember Flachsbart seconded the motion, which passed unanimously, 4-0.**

Agenda Item #5: Mr. McGownd stated that the private streets within the Stonehill Village developments were completed and met the City's construction standards for approval. He mentioned that Mr. Guyer, a trustee of Village B, had been advised of the recommendation for approval, by Public Works Staff. He also stated that a few minor items remained to be addressed by the developers in each village and that these items would be completed within the near future, at which time escrow

releases would be processed, releasing the developer from further obligations per the escrow agreement. **Councilmember Flachsbart motioned to approve the private streets within the Stonehill Village Subdivision. Councilmember Geiger seconded the motion, which passed unanimously, 4 – 0.**

***Agenda Item #7:** Mr. Geisel summarized his memo regarding Crown Industrial Court. After a brief discussion, **Councilmember Casey motioned to recommend approving the quit claim deed which would release the City's interest in Crown Industrial Court as a public roadway, and to forward to City Council for further consideration. Councilmember Geiger seconded the motion, which passed unanimously, 4 – 0.**

Agenda Item #8: Mr. Geisel advised the Committee that the preliminary design of the Long Road interchange had been completed. He provided the Committee with selected reduced size pages of the preliminary design plans. The preliminary engineering design indicates the location and character of the improvements and defines the extent of right of way that will be required. In response to a question from Councilmember Flachsbart, he stated that the consultant used traffic projections for full build, as provided for in the 20-year projections made by Crawford, Bunte, Brammeier as part of the Valley Master Planning effort previously completed, when designing the interchange. He also mentioned that MoDOT was involved in the review and approval of the conceptual design. The Committee received and filed the update.

***Agenda Item #9:** Mr. Geisel provided a brief summary of the status of the Chesterfield Valley Stormwater update. He showed the Committee several drawings that were prepared by the consultant. With the exception of submission of the final report and error checked drawings, the work was substantially completed. He reminded the Committee that although \$500,000 was budgeted, only \$300,000 was authorized from the TIF Special Projects Fund to cover the initial work and that the value of the work was quickly approaching that level. He said that it would be beneficial to utilize the consultant, Thomas & Hutton, to review functional equivalence proposals, and to maintain and periodically update the master plan; therefore, he requested that an additional \$100,000 be authorized from the TIF Special Projects Fund for this purpose. After a brief discussion, **Councilmember Flachsbart motioned to recommend an additional expenditure with the firm of Thomas and Hutton, in the amount of \$100,000, bringing the current level of authorization to \$400,000 for work associated with the Chesterfield Valley Master Storm Water Plan, and to provide for additional services as needed throughout 2004. Chairperson Fults seconded the motion, which passed unanimously, 4 – 0.**

Agenda Item #10: Mr. Geisel gave a brief summary of issues related to capital funding, manpower, resources, and maintenance strategies. After a brief discussion, Councilmember Flachsbart stated that he felt this issue should be placed before the voters. He said this issue should be fully explained to the voters and that they should be given an opportunity to vote on property tax increases to cover the cost of properly repairing streets and should be made aware that if the tax increase did not pass, then maintenance techniques utilizing asphalt patches and asphalt overlays would be utilized more extensively. Considerable discussion ensued. The Committee directed Staff to prepare information regarding revenues that would potentially be generated by varying levels of a property tax, if

established for this purpose. This information would be provided to this Committee at their next regular meeting for further discussion. **Councillmember Flachsbart motioned, that after this information had been provided and discussed further by the Committee, that Mayor Nations then be asked to provide time in a future Council work session or call a special meeting of City Council to further discuss this issue, at which time Mr. Geisel should be prepared to summarize the memorandum in detail. Councillmember Geiger seconded the motion, which passed unanimously, 4 – 0.**

Agenda Item #11a: Mr. Geisel gave a brief summary of the definition and uses of “floodplain” and “floodway”, as those terms are used by the Federal Emergency Management Agency and the National Flood Insurance Program..

* **Agenda Item #11b:** Mr. Geisel summarized his memo regarding the Missouri American Water Franchise. He said the City Council approved the franchise agreement in March of 2002 and that the franchise agreement must also be placed on a City wide ballot, to be approved by the voters of the City. Therefore, City Attorney Beach recommends that this issue be placed on the August ballot. . **Councillmember Casey motioned to recommend approval of the ordinance which would place the franchise agreement with the Missouri American Water Company on the August 2004 ballot and to recommend said ordinance to City Council for their review and approval. Councillmember Flachsbart seconded the motion, which passed unanimously, 4 – 0.**

The meeting was adjourned at 7:35 p.m.

cc: Mayor John Nations
Department Heads/Executive Staff