I.A

MEMORANDUM

TO: Mike Geisel, City Administrator

FROM: Justin Wyse, Director of Planning JW
James Eckrich, Director of Public Works/City Engineer

SUBJECT: Planning and Public Works Committee Meeting Summary
Thursday, June 12, 2025

A meeting of the Planning and Public Works Committee of the Chesterfield City Council was held on **Thursday, June 12, 2025** in Conference Room 101.

Attendance:
Mayor Dan Hurt
Chair Merrell Hansen (Ward IV)
Councilmember Mary Ann Mastorakos (Ward II)
Councilmember Lane Koch (Ward III)
Councilmember Michael Moore (Ward III)
Councilmember Gary Budoor (Ward IV)

Others in attendance:
Justin Wyse, Director of Planning
James Eckrich, Director of Public Works/City Engineer

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

I. APPROVAL OF MEETING SUMMARY

A. May 8, 2025

Councilmember Koch made a motion to approve the Meeting Summary of **May 8, 2025.** The motion was seconded by Councilmember Hansen and **passed** by a voice vote of 3-0

II. UNFINISHED BUSINESS - No unfinished business at this time.

III. NEW BUSINESS

A. Action to amend the existing agreement with St. Louis County Government for Code Enforcement Services.

STAFF PRESENTATION
Mr. Justin Wyse, Director of Planning explained that the City Council's recent changes to repeal the International Property Maintenance code resulted in the County requesting that we formally update our contract with the County that details which services are provided.

DISCUSSION

Motion

Councilmember Mastorakos made a motion to forward the **Action to amend the existing agreement with St. Louis County Government for Code Enforcement Services** to City Council with a recommendation to approve. The motion was seconded by Councilmember Koch and **passed** by a voice vote of 3-0.

[Please see the attached report prepared by Justin Wyse, Director of Planning, for additional information on Code Enforcement Services Agreement.]

B. CVAC Missouri American Water Easement Dedication.

STAFF PRESENTATION

Mr. James Eckrich, Director of Public Works/City Engineer explained the request for dedication of an easement at the CVAC property for the extension of a twelve-inch water line along North Outer 40. The Mayor and Committee asked several questions about the easement request, which were answered by Mr. Eckrich. Mr. Eckrich explained the differences between a public water main, which requires an easement, and a service line, which does not. Mr. Eckrich also explained the differences between utility location in easement and right of way. Mayor Hurt asked if the proposed easement was located adjacent to existing easements on the parcel, which Mr. Eckrich answered affirmatively. Chair Hansen asked whether the proposed water main extension would provide service to properties north of the levee and outside the easement limits. Mr. Eckrich stated that the proposed water main will help provide that service, but that additional easements and main extensions will be necessary to service properties that are not adjacent to the proposed easement / water main.

DISCUSSION

There was general discussion of this request and the Committee's support to construct facilities necessary to improve the CVAC and the area along North Outer 40 Road.

Motion

Councilmember Koch made a motion to forward the **CVAC Missouri American Water Easement Dedication** to City Council with a recommendation to approve. The motion was seconded by Councilmember Mastorkos, and **passed** by a voice vote of 3-0.

[Please see the attached report prepared by Jim Eckrich, Director of Public Works/City Engineer, for additional information on CVAC Missouri American Easement Dedication.]

C. Debris Management Plan – Policy Modification and Request for Supplemental Allocation for 2025 Concrete Slab Replacement.

STAFF PRESENTATION

Mr. James Eckrich, Director of Public Works/City Engineer stated that at the May 19, 2025 City Council meeting the City Council directed the Planning and Public Works Committee to discuss whether the Debris Management Plan should be modified to tie implementation to a specific storm level. Mr. Eckrich stated that he has studied this matter and consulted with other industry professionals. He stated that he does not believe the Plan should or could effectively be tied to a storm magnitude.

Mr. Eckrich explained the reason for his findings, which are delineated in detail in his memorandum. The Committee concurred with his findings, and that any delay in plan implementation would be received negatively by residents. Councilmember Koch stated that while the City has acted swiftly in the most recent event, some residents who took action to remove debris prior to the pickup implementation were frustrated.

Mr. Eckrich explained the Debris Management Plan and the designation of a Local Disaster (Staff) / State of Emergency (Mayor). Chair Hansen asked what happens if key staff or the Mayor are not available. Mr. Eckrich explained that in those cases we would attempt to contact the Staff / Mayor, but if they could not be reached, we would follow protocol, City policy, and the City's Emergency Operation Plan (EOP). There were several questions about the EOP which were answered by Mr. Wyse, Mr. Eckrich, and Mayor Hurt.

Mr. Eckrich clarified his request regarding this matter, which contains three components. Each request requires a positive recommendation by PPW and authorization of the full City Council.

1) A request to make minor modifications the Public Works Policy Number 42
2) A request for a Budget Transfer from General Fund – Fund Reserves to the Capital Projects Fund in the amount of $500,000 for additional concrete slab work in 2025.
3) A request for a change order in the amount of $500,000 to Concrete Slab Replacement Project B to construct additional concrete slab replacement work.

DISCUSSION

Discussion was held regarding each of the three requests. Mr. Eckrich explained the reasons for the minor changes in PW Policy Number 42, specifically regarding the inability to get emergency bids from tree contractors. The Committee discussed the financial impact of the debris removal efforts this year. Mr. Eckrich stated out of pocket costs have been low due to the use of City staff and equipment. The real cost is the cost of lost productivity due to the suspension of all other work over two separate three-week periods. Mr. Eckrich explained that this loss of productivity is made worse due to the Street Maintenance Division being short seven maintenance workers. Councilmember Mastorakos questioned the logistics of the designation of a Local Disaster, which was clarified by Mr. Eckrich. Mayor Hurt discussed the impact of the debris removal and the impact to the streets. Chair Hansen stated that it is important for us to fully staff our departments, and that Staff should notify Council if action is needed in this area. Councilmember Koch stated that the City should publicize the parameters of the debris removal plan and notify residents as soon as possible if debris will be picked up. Mr. Eckrich stated that he plans to write an article in the next newsletter and address this topic at the Trustee Symposium.

Chair Hansen asked for three separate motions to address each of the requests.

Motion 1

Councilmember Mastorakos made a motion to recommend modifications to **Policy PW-42 Debris Management Plan** to City Council with a recommendation to approve. The motion was seconded by Councilmember Koch, and **passed** by a voice vote of 3-0.

Motion 2

Councilmember Mastorakos made a motion to recommend approval of a **Budget Amendment from General Fund – Fund Reserves** to the Capital Projects Fund in the amount of $500,000 to fund additional concrete slab work due to street maintenance work that could not be completed during storm debris removal efforts. The motion was seconded by Councilmember Koch, and **passed** by a voice vote of 3-0.

Motion 3

Councilmember Hansen made a motion to recommend a change order to **Concrete Slab Project B** in the amount of $500,000 to fund additional concrete slab replacement work. The motion was seconded by Councilmember Koch, and **passed** by a voice vote of 3-0.

[Please see the attached report prepared by Jim Eckrich, Director of Public Works/City Engineer, for additional information on Debris Management Plan.]

D. MSD Municipal Stormwater Grant Program – Policy Recommendation

STAFF PRESENTATION

Mr. James Eckrich, Director of Public Works/City Engineer stated that on May 1, 2025 the Planning and Public Works Committee directed the City Engineer to draft Policy PW-43 regarding MSD Municipal Stormwater Grants. As detailed in the prior submittal the new Policy dictates that these MSD grants will only be used for two purposes: 1) projects in the public right of way or on City property; 2) to reimburse subdivisions for costs incurred associated with private storm water facilities, detention / retention basins, and storm water Best Management Practices (BMPs). Mr. Eckrich states that as requested by the Committee, the Policy also dictates that $100,000 annually will be banked for possible use on larger projects in the future.

DISCUSSION

Mayor Hurt thanked Mr. Eckrich for drafting the Policy and reiterated his support for banking funds for future use. Chair Hansen and committee members asked several questions, which we were addressed by Mr. Eckrich. Councilmember Koch questioned whether the funds could be used to reimburse subdivisions for work completed in prior years. Mr. Eckrich stated that this is a program administered by MSD, and that MSD was unlikely to approve the funding of projects constructed before implementation of this grant program. The Committee stated that the proposed MSD program contains a number of unknowns, which likely cannot be addressed until implementation of the Program. The PPW members collectively expressed their support for this policy and the importance of reviewing the City's participation annually. Mr. Eckrich clarified that the Policy contains a requirement for an annual presentation to PPW and a full analysis of the Policy after three years. Councilmember Koch stated that when this program is advertised to residents, it is important that it be clear that this is an MSD program. Mr. Eckrich agreed and stated this would be addressed in the future application and during the Trustee Symposium.

Motion

Councilmember Mastorakos made a motion to forward the **MSD Municipal Stormwater Grant Program – Policy Recommendation** to City Council with a recommendation to approve. The motion was seconded by Councilmember Koch and **passed** by a voice vote of 3-0.

[Please see the attached report prepared by Jim Eckrich, Director of Public Works/City Engineer, for additional information on MSD Municipal Stormwater Grant Program.]

E. Downtown Chesterfield – Discussion with TSG representatives

Mr. Tim Lowe, TSG representative, gave a PowerPoint presentation providing a detailed quarterly update to post demolition and status of the construction phase for Downtown Chesterfield. Topics included an update on demolition and construction, the anticipated scheduled for improvements to Clarkson Road, plans for improvements to the ring road located on the Dillard's parcel, a potential development of the former Sachs parcels along Chesterfield Parkway, and development options being studied by TSG. Information and discussion purposes only – no action necessary.

IV. OTHER

V. ADJOURNMENT

The meeting adjourned at **7:29 p.m**.