

## AGENDA

### PUBLIC WORKS COMMITTEE

Thursday, July 7, 2016

6:00 P.M.

The Sunset Hills Public Works Committee will hold a meeting on Thursday, July 7, 2016 at 6:00 P.M. in the Public Works Conference Room located at 3939 S. Lindbergh Blvd.

1. Approval of Minutes from June 2, 2016
2. Citizen Comments (10 Minutes Set Aside For Comments)  
(Comments Only – No Questions – 2 Minutes Per Citizen)
3. Forest Path – Sanitary Sewer Issues
4. Application for Sunset Hills to Accept Private Street for Public Maintenance  
(Gary Player Drive, Caddyshack Circle, Pagada Parkway, Flagstick Court, Fringe Court, Collar Court, Break Court, Sunny Dawn Court, Kahlia Way, and Marchem Circle)
5. City Hall – Automatic Locks/Other Lobby Enhancements
6. Stop Sign Request – Hilltop and Leebur – Alderman Krueger
7. 12505 Weber Hill Road – Drainage Improvements
8. Flood Information – Update
9. Project Updates:
  - West Watson
  - Eddie and Park Sidewalk
  - East Watson Sidewalk
  - Lindbergh Sidewalk
10. Other Matters Deemed Appropriate

# **CITY OF SUNSET HILLS, MISSOURI**

## **MEMORANDUM**

To: Public Works Committee:  
Alderman Dr. Thomas Musich, Chairman  
Alderman Richard Gau  
Alderman Kurt Krueger  
Alderman Thompson Price

From: Bryson E. Baker, P.E.  
City Engineer/Public Works Director

Date: July 5, 2016

Subject: July 7, 2016 Public Works Committee (PWC) Meeting

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The following will provide information for the various items on the agenda for the July 7, 2016 meeting of the Public Works Committee that will be held at 6:00 PM.

**1) Meeting Minute Approval**

Approval of the meeting minutes from the June 2, 2016 meeting of the Public Works Committee.

**2) Citizen Comments**

**3) Forest Path – Sanitary Sewer Issues**

- MSD has informed staff that corrections to the pump station servicing Forest Path residents are being performed. The electronics for the pump are being moved out of the flood area. They will be adding a second pump to the station. They will also be adding a pump port to allow easier access to the pump in the event of a flood.
- MSD has scheduled wet weather/saturated soil condition televising of certain sanitary sewer lateral lines. The lines being televised are based on MSD qualifications. Based on the results of these videos MSD may install a check valve at the property.
- City staff will continue to monitor the project.

**4) Application for Sunset Hills to Accept Private Street for Public Maintenance (Gary Player Drive, Caddyshack Circle, Pagada Parkway, Flagstick Court, Fringe Court, Collar Court, Break Court, Sunny Dawn Court, Kahlia Way, and Marchem Circle)**

- Per Ordinance #2000, John King, on behalf of the residents of Tapawingo on the Green, Manors at Tapawingo, and the Tapawingo Golf Course request that the City accept the streets of these subdivisions for maintenance.
- Staff has prepared a non-compliance report of deficiencies, including condition, legal issues and ownership issues. A report of anticipated annual maintenance costs has also been prepared.

**5) City Hall – Automatic Locks/Other Lobby Enhancements**

- City staff has issued a Request for Qualifications (RFQ) for professional services to prepare Bridge Documents.
- The Bridge Documents will allow the City to request bids for a design/build of improvements to the city hall lobby, council chambers and public works offices.
- RFQ's are due by July 15, 2016.

**6) Stop Sign Request – Hilltop and Leebur**

- A resident at 9905 Benbury Court contacted Alderman Krueger regarding the addition of stop signs on Hilltop at Leebur.
- This intersection is currently a two (2) way stop with traffic stopping on Leebur and Hilltop being a through street.
- Staff performed a traffic study to determine if the intersection meets warrants for the addition of stop signs on Hilltop. The traffic study is included in the packet.
- According to the Manual on Uniform Traffic Control Devices (MUTCD) STOP signs should NOT be used for speed control and the street carrying the lowest amount of traffic should be stopped.
- The traffic study results showed a lower than required vehicular volume to warrant a multi-way stop intersection.
- Other items that may be considered for the construction of a multi-way stop at this intersection include (1) the need to control left-turn conflicts (2) an intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.
- Staff was directed by the Committee to send a letter to area residents asking whether they were in favor or against the proposed addition of stop signs on Hilltop.
- Staff received eighteen (18) responses from sixty-one (61) letters. There were fourteen (14) responses in favor of the additional stop signs and four (4) against the addition.

## **7) 12505 Weber Hill Road – Drainage Improvements**

- Staff has received complaints regarding the drainage area between the properties at 12505 Weber Hill and 12515 Weber Hill.
- The resident's complaint is regarding storm water that flows between their properties towards Weber Hill Road. Part of the water is coming from the subdivision at the rear of their properties, Fall Ridge. Other water is coming off of the hill at the rear of their properties. The complaint also includes the height of the storm water inlet at Weber Hill.
- Staff, along with MSD, met with the property owner of 12515 Weber Hill. MSD and City staff are in concurrence the issue is minimal and warrants no action on either MSD's part or the City's.

## **8) Flood Information – Update**

- The approximate cost from the City's Public Works budget at this time is \$35,000.00, which includes sand, bags, dumping fees and other related expenses.
- City staff has submitted application forms for one (1) property that meets the requirements for a Severe Repetitive Loss (SRL) program. Staff is working with SEMA regarding the application.
- Staff has submitted a Notice of Interest (NOI) for the Hazard Mitigation Grant Program (HMGP) that now includes three (3) properties, one (1) of which is the SRL property. This program requires a twenty-five (25) percent match, which can be a local match or a match by the affected property owners.
- Staff has submitted an NOI for public properties which includes damages to park properties and possible reimbursement for sandbags, sand and other flood clean-up. Staff is currently working with FEMA in regards to this submittal for reimbursement.
- City staff is continuing to work with affected residents and SEMA.

## **9) Project Updates**

- **West Watson**
  - MoDOT has issued the Authority to Advertise.
  - The advertisement has been placed. Bids are due on July 12, 2016.
- **Eddie and Park Sidewalk Contract**
  - Construction is in progress.
- **East Watson Sidewalk**
  - Staff is working with Oates Associates on the final plans for the project.
- **Lindbergh Sidewalk Project**
  - The consultant is preparing preliminary plans for the project.

## **10) Other Matters Deemed Appropriate**

## MINUTES

### PUBLIC WORKS COMMITTEE

Thursday, June 2, 2016

6:00 P.M.

The Sunset Hills Public Works Committee met on Thursday, June 2, 2016 at 6:00 P.M. in the Public Works Conference Room located at 3939 S. Lindbergh Blvd.

#### **Roll Call.**

**Present:** Tom Musich, Kurt Krueger, Rich Gau.

**Absent:** Thompson Price.

City Engineer / Director of Public Works - Bryson Baker

Assistant City Engineer – Wes Searcy

Bill Kopff – 9938 Hilltop

Frank Hardy – 421 Rayburn

Bob Flynn – 9383 Caddyshack

Don Hagen - 13020 Sunnydawn

Jeff Sanders – 6 Break Ct.

Mark Columbo – 9902 Grandview Forest Dr.



1. Approval of Minutes from April 7, 2016

**Motion:** Minutes,

**Action:** Approve,

**Moved by** Rich Gau,

**Seconded by** Kurt Krueger.

Motion passed unanimously.



2. Citizen Comments (10 Minutes Set Aside For Comments)  
(Comments Only – No Questions – 2 Minutes Per Citizen)

Mr. Kopff said he was here to speak on the matter concerning Item 7

▶  
3. Forest Path – Sanitary Sewer Issues

Mr. Baker said he's been in contact with MSD and has not been getting much information from them. He commented that the matter is moving rather slowly and added that MSD still thinks the issue is a pump problem.

▶  
4. Application for Sunset Hills to Accept Private Street for Public Maintenance  
(Gary Player Drive, Caddyshack Circle, Pagada Parkway, Flagstick Court, Fringe Court, Collar Court, Break Court, Sunny Dawn Court, Kahlia Way, and Marchem Circle)

Mr. Baker said he is waiting on authorization for Attorney John King to be the representative for the Tapawingo trustee associations. He said we are starting to gather data in preparation for presentation to the Public Works Committee for consideration.

▶  
5. Solid Waste Ordinance 1764

Mr. Baker said this was on the agenda from a request a couple of months ago. He updated the committee on department follow-up on enforcement with regard to compliance with Ordinance 1764.

Chairman Musich said he received a couple of calls on the matter. He said that he explained trash service is like any other utility.

Alderman Gau said he also received a couple of calls on this matter. He said he felt that use of that of the Municipal Court was a waste. Mr. Baker explained that only after residents were non-responsive to notices to comply, are they then sent to Municipal Court, as like any other Ordinance violation.

Alderman Krueger asked if residents are being fined for leaving out trash cans for longer than 24 hours. Mr. Baker agreed that this could be a problem per ordinance, but the department lacks staff to monitor matters to that level.

Alderman Gau asked if residents are properly notified. Mr. Baker responded affirmatively and that is the case before any matter would be moved to Municipal Court.

Alderman Gau asked how many homes are being cited. Mr. Baker said the number varies almost daily, but we are down to about 40 homes City-wide.

▶  
6. City Hall – Automatic Locks/Other Lobby Enhancements

Mr. Baker said we are still unsure of the scope of what is needed for this topic. Alderman Gau suggested focusing on the lobby area. Mr. Baker explained this was what became problematic for the Public Works Office Improvement as was the original intent of this project.

Discussion included cost for just the design. Alderman Krueger suggested that design typically will run about 10% of the actual construction cost.

Mr. Baker suggested that design/build projects have not been approved in the State of Missouri for very long. He also said that we have not budgeted for this activity this year.

After discussion, the committee recommended focus developing this scope as a design/build project to include the lobby and the Robert C. Jones Chambers with the intent of developing a cohesive plan for the entire building and budget for this as design/build project for 2017.

▶  
7. Stop Sign Request – Hilltop and Leebur – Alderman Krueger

Mr. Baker explained the results of the traffic study in the area of Hilltop and Leebur. His conclusion was that while it may not be good engineering practice, the City can still place the additional signage here.

Chairman Musich asked for Mr. Kopff's input on this matter. Mr. Kopff complained about the speeding traffic in the area. He said that a couple of mail boxes and a tree have been destroyed from the speeds cars are traveling up and down Hilltop.

Mr. Baker pointed out that "MUTCD" criterion clearly states that stop signs are not to be used for speed control.

The committee recommended that a letter be written to the residents in close proximity to this intersection seeking their input as to the stop sign configuration they would prefer at the intersection of Hilltop at Leebur.

▶  
8. Request to Purchase City Property – 118 Monica

Mr. Baker explained this request. Chairman Musich asked for this to remain on the Committee Agenda so Mr. Baker could keep them apprised as things progress.

▶  
9. Flood Information – Update

Mr. Baker updated the committee on the status of department follow-up on this matter. He said that the first house will be remodeled and will stay.

Alderman Krueger asked how much Public Works is out from Flood follow-up so far. Mr. Baker responded the amount is somewhere between \$35-50K. He said that the Parks Department is north of \$100K.

▶  
10. Board of Alderman Work Session – Overview of Public Works Committee

Mr. Baker explained that Mayor Fribis asked for a self-assessment of committees of their scope and jurisdiction as compared to what is codified by code.



## 11. Project Updates:

- West Watson – Mr. Baker explained that we just received notice from MODOT to advertise today. He said this will be at their website for 21 days. Mr. Baker said that if all goes well, we hope to have this project on the streets for bid sometime in July and work complete by the end of the year.
- Eddie and Park Sidewalk – Mr. Baker explained that Mr. Searcy is working on this project and it started today. Chairman Musich asked about the extra dirt. Mr. Searcy responded that the dirt is being staged on site so that what can be used up is close by, otherwise it will be hauled away. Chairman Musich expressed concern over the fate of the trees on site. Mr. Searcy stated this was a concern before project start, but root mitigation was surprisingly minimal upon excavation today. Mr. Baker commented that our intent is to work around trees with projects to minimize their removal and only remove them at a later date if they suffer what later can be determined as fatal disturbance.
- East Watson Sidewalk – Mr. Baker said that we have preliminary plans. He said that Oates will start on final plans once he gives them the approval to do so. Mr. Baker stated that we are currently working out the details to save the trees close to S. Lindbergh. Chairman Musich asked about easement acquisition. Mr. Baker responded that is still ongoing and reported that property adjustments will be drawn up with the final plans. He commented that he hopes to have property matters done by the end of this summer.
- Lindbergh Sidewalk – Mr. Baker said that Oates is about to start on preliminary plans for submission to MODOT. He added that surveyors should be on site within a few days and there will also be some property acquisitions with this project.



## 12. Other Matters Deemed Appropriate

Mr. Baker reported that the Sewer lateral program letters have gone out. Chairman Musich said he received his letter. Mr. Baker went on to explain the Mr. Searcy wrote up an article for the Horizon newsletter and information was posted to the City website. Alderman Krueger asked when we could expect results of how many residents signed up for the program. Mr. Baker said he said something could be expected within a couple of month and added that he fielded a few questions about the program.

Alderman Krueger asked about the Fox Bridge sewer connection for the 25 Black Oak sanitary sewer extension project. Mr. Baker said he was included in some meetings relative to this project, but was not sure if this matter has been completely resolved. Mr. Krueger said they are still apparently working on this line from the top of the system, working their way down to the lift station.

Alderman Gau asked about the status of the study of the Geyer & Rott Rd. intersection. Mr. Baker responded that the TEAP grant was rejected, but that we could apply again next year. Mr. Baker said we could do that on our own, but the cost of that would likely be about \$10K.

Alderman Gau asked about the Rott Rd. headwall replacements. Mr. Baker responded that we are still moving forward with this project, but it is complicated with all the stake holders involved including St. Louis County, Fenton Fire, the utilities, etc. Chairman Musich pointed out that there is also a headwall like this on Eddie & Park that is all marked up. Mr. Baker said all 3 headwalls contemplated for replacement are surveyed. He explained some utility coordination with Ameren and St. Louis County (by the sculpture park) is required due to some sidewalks planned with some utility pole interference. Aldermen Gau asked about a bridge contemplated to cross over Rott from the office park to the sculpture park. Alderman Krueger responded that the red granite for that project cannot be found for donation. Mr. Baker said he hopes to have money budgeted for these headwall replacements next year. Alderman Krueger asked if the County could help us with the study at Geyer & Rott Rd. Mr. Baker responded that could be done, but it takes the TEAP study first.

**Motion:** Adjournment,

**Action:** Adjourn,

**Moved by** Rich Gau,

**Seconded by** Kurt Krueger.

Motion passed unanimously.

The Meeting adjourned at 6:53PM.

Respectfully,

A handwritten signature in black ink, appearing to read 'Bryson E. Baker', written in a cursive style.

Bryson E. Baker, PE

Director of Public Works / City Engineer

# City of Sunset Hills, Missouri

## Public Works Department

### MEMORANDUM

To: Public Works Committee

From: Bryson E. Baker, P.E.  
City Engineer/Public Works Director

Date: July 5, 2016

Re: Acceptance of Private Streets for City Maintenance –Tapawingo  
Non-Compliance Report  
Annual Maintenance Costs

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On March 16, 2016, Mr. John King, representing the residents of Tapawingo on the Green, Manors at Tapawingo and the Tapawingo Golf Course requested the City to accept their streets for City maintenance.

Per Ordinance 2000, Section 1-2.4(b), City of Sunset Hills, Public Works staff has prepared a non-compliance report including deficiencies that do not comply with Sunset Hills street standards and codes and also annual maintenance costs to the City if the streets are accepted for public maintenance.

According to Ordinance 200, Section 1-2.4 (c), the applicant should submit detailed engineering plans which specify all necessary improvements required to cure all known/unknown deficiencies and bring the street into full compliance with City standards and codes. The proposed construction plan shall include a complete and accurate cost estimate for all proposed improvements and shall be certified by a licensed and registered design professional.

Once the plans are completed and submitted to staff they will be forwarded to the Public Works Committee, then to the Planning & Zoning Committee for their review, evaluation, and recommendation for approval, then ultimately to the Board of Alderman.

If you have any questions or would like to further discuss, please let me know.

## **City of Sunset Hills**

Application for Sunset Hills to Accept the Following Private Streets for Public Maintenance:

Gary Player Drive, Caddyshack Circle, Pagada Parkway, Flagstick Court, Fringe Court, Collar Court, Break Court, Sunny Dawn Court, Kahlia Way, and Marchem Circle.

### **Non-Compliance Report**

Mr. John King, on behalf of the trustees for Tapawingo on the Green, Manors of Tapawingo and the Tapawingo Golf Club, has applied to the City of Sunset Hills requesting the City consider accepting their streets for maintenance by the City.

As stated in Ordinance No. 2000, this document will serve as the non-compliance report presented to the Public Works Committee and the applicant.

The streets included in this application have the following known deficiencies:

1. One hundred and eighteen (118) concrete slabs need replaced due to unsatisfactory condition by visual observation.
2. Fifteen (15) sidewalk ramps need replaced due to not meeting current ADA requirements.
3. Ten (10) signs need replaced due to unsatisfactory condition/not meeting current MUTCD requirements.
4. Multiple locations of roadway has grade above the seven percent (7%) allowed. Some locations are above the ten percent (10%) maximum allowed by variance.
5. It appears part of boulder wall is located within street right-of-way.
6. Five (5) golf cart crossings are located within street right-of-way.
7. One (1) golf hole for the Tapawingo golf course is located within the street right-of-way, and includes crossing a street during play.

The streets included in this application have the following unknown deficiencies:

1. Have all storm sewers been accepted by the Metropolitan Sewer District (MSD)?
2. Do all streets meet City standards for construction?
3. Street lights are located on streets. Are they acceptable to Ameren?
4. Record plat scripts need revised.
5. Responsible party to approve and agree to plan. Is the permission legal?

### **Concrete Slabs**

One-hundred and eighteen (118) slabs are deficient throughout the three (3) subdivisions. Slabs required for replacement are selected based on the normal criteria used by the City of Sunset Hills for our slab replacement program. Slabs broken into three (3) or more pieces, excessive spalling or a combination of breaks and spalling are the criteria used for the selection of deficient slabs.

### **Sidewalk Ramps**

Fifteen (15) sidewalk ramps are deficient. The ramps do not meet current American with Disabilities Administration (ADA) standards.

### **Signs**

Ten (10) signs throughout the subdivisions are deficient. The signs do not meet current Manual on Uniform Traffic Control Devices (MUTCD) standards and/or current reflectivity standards.

### **Street Grade**

Four (4) areas have streets in excess of allowable street grades thereby are deficient.

### **Boulder Wall**

It appears from St. Louis County GIS aerials that part of the boulder wall is within dedicated street right-of-way. Walls are not permitted within public street right-of-way.

### **Golf Cart Crossings**

There appears to be five (5) golf cart crossings on the streets within the subdivisions. Golf cart crossings are not permitted within public street right-of-way.

### **Golf Hole**

One (1) golf hole crosses street right-of-way within the subdivisions. A golf hole is not permitted within public street right-of-way.

### **Storm Sewers**

The storm sewers within the subdivisions should be accepted for maintenance from the Metropolitan Sewer District (MSD). Proof of acceptance is required by the applicant.

### **Street Construction (Structure)**

Public streets are required to be seven (7) inches thick and have one (1) inch diameter dowel rods on centerline and at all lateral joints in the pavement. An aggregate base of four (4) inches of Type 1 aggregate is required. Public streets must also have under drains tied into storm sewers. The applicant is required to provide confirmation.

**Street Lights**

Street lights are located within street right-of-way. Street lights within public right-of-way should be dedicated to the City. Do the street lights within the subdivision meet Ameren’s requirements for maintenance? Confirmation is required from the applicant.

**Responsible Party**

The applicant must demonstrate that some entity, such as the trustees, has the legal right to convey all of the relevant property to the city and to bind the owners to any plan for repairs and restoration.

**Record Plat Scripts**

Scripts for the record plats of the subdivisions either state the street right-of-way will be private for perpetuity or are unclear on the maintenance. The scripts would need to be revised if the streets were accepted for City maintenance.

The applicant should submit detailed engineering plans which specify all necessary improvements required to cure all known/unknown deficiencies and bring the street into full compliance with City standards and codes. The proposed construction plan shall include a complete and accurate cost estimate for all proposed improvements and shall be certified by a licensed and registered design professional.

## **City of Sunset Hills**

Application for Sunset Hills to Accept the Following Private Streets for Public Maintenance:

Gary Player Drive, Caddyshack Circle, Pagada Parkway, Flagstick Court, Fringe Court, Collar Court, Break Court, Sunny Dawn Court, Kahlia Way, and Marchem Circle.

### **Annual Maintenance Cost Report**

Mr. John King, on behalf of the trustees for Tapawingo on the Green, Manors of Tapawingo and the Tapawingo Golf Club, has applied to the City of Sunset Hills requesting the City consider accepting their streets for maintenance by the City.

As stated in Ordinance No. 2000, this document will serve as the annual maintenance cost report presented to the Public Works Committee and the applicant.

The annual maintenance costs to the City, if the private streets are accepted for public maintenance, is calculated based on the average maintenance costs over a six (6) year period to perform maintenance to City of Sunset Hills public streets.

The average maintenance costs from 2010 to 2015 were \$1,976,000. Based on a total miles of public streets of 48.25 miles, the average cost of maintenance per mile is approximately \$41,000.

The total number of miles of the streets in the application for City maintenance is 4.35 miles. The average yearly cost for maintenance to those streets is approximately is \$178,000.



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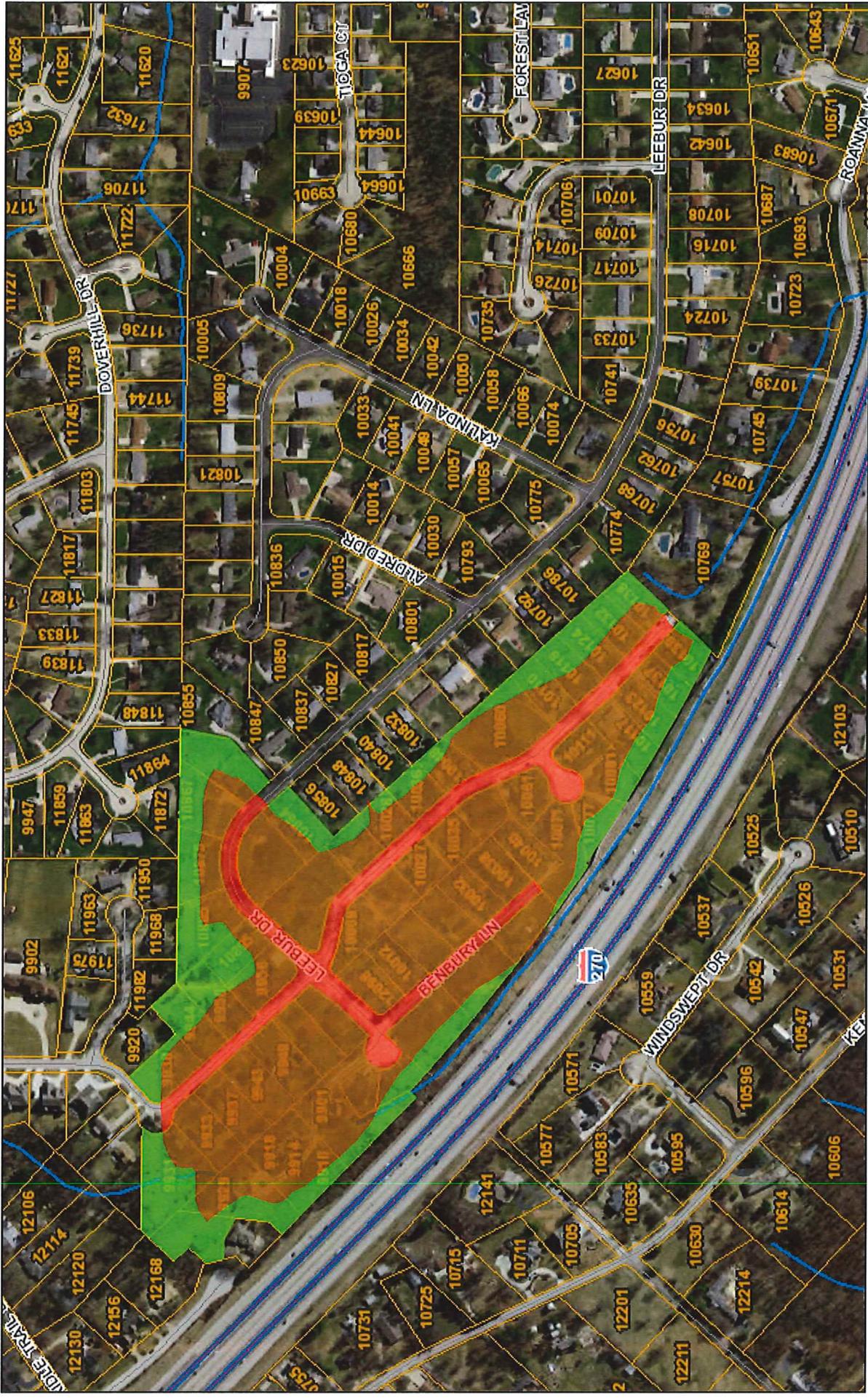
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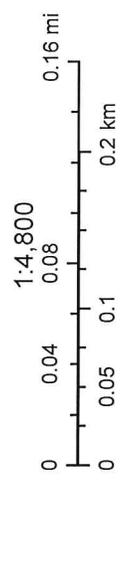
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# St. Louis County Parcel Map



June 3, 2016

- User drawn polygons
- Selected Parcels



St. Louis County GIS Service Center

