

**Thursday, March 11, 2021**  
**PUBLIC WORKS COMMITTEE - VIRTUAL MEETING**  
**MEETING MINUTES**

**1. CALL TO ORDER AND ROLL CALL**

A. Call to Order - Chairman Wegge called the meeting to order at 6:03 PM

B. Roll Call -

Chairman Wegge - Present

Alderman Gould - Not present for roll call - arrived at 6:10 PM

Alderman Lochmoeller - Present Alderwoman Tice - Present

Other member present for the meeting included Collette Hermann with Navigate Building Solutions, David Kehm and Michael Browning with Christner Architects, and Steve Muskopf, Building Official.

**2. AGENDA APPROVAL**

A. Approval or Amendment of the Agenda - Agenda was approved by acclamation.

**3. ANNOUNCEMENTS, APPOINTMENTS, PROCLAMATIONS AND RECOGNITIONS - None**

**4. CITIZEN COMMENTS**

A. Citizen Comments - None

**5. REPORT OF COMMITTEE CHAIR AND ALDERMEN**

A. Chairman Brandon Wegge - Ward 2

Chairman Wegge noted he was happy to see the Dog Park construction beginning so quickly and expressed appreciation.

B. Alderman Jeff Gould - Ward 3

Not present for report

C. Alderman Steve Lochmoeller - Ward 3

No report

D. Alderwoman Nancy Parker Tice - Ward 1

Alderwoman Tice expressed thanks to the crews on behalf of the residents for the trash collection during cold weather.

**6. CITY ADMINISTRATOR REPORT - No Report**

**7. DEPARTMENT REPORT**

A. Parks & Recreation - No Report from Eric Gruenenfelder

Alderman Wegge asked about the Pickleball court, and Eric shared it will be starting up on April 12 for drop-in participation. They have the nets, paddles and balls.

B. Planning and Zoning - No Report from Lisa Koerkenmeier, she will have items for discussion under New Business.

C. Public Works - Dan Gummertsheimer gave an update regarding:

- Streetlights in York Village (getting easements) and Brentwood Forest (LED upgrades), Reinhold is doing underground feeds and awaiting on Ameren. Should have done early spring.
- Sanitation pickup in Brentwood Forest
- Promenade South Entrance - pavement Project - survey plat illustrates city's property ownership. Costs for additional pavement area now to be incorporated in future roadway repairs, but worth discussion to review turning over the ownership of this space to business owners for future. Have TWM look at that.

Alderman Gould suggested some additional community education or posts regarding trash pick-up and Oops stickers.

Alderman Wegge inquired about trash pick-up and bulk item pick-up at Condo's/Villa's. Dan working with them, as they have no place to put big items. Associations need to make a policy for their residents.

Alderman Wegge also asked about Rosalie STP sidewalk project and timing work with MSD. Dan noted we have to have our work done in 2021 and we are moving forward with bids in April.

**8. CONSENT AGENDA - None**

## **9. OLD BUSINESS**

### **A. Norm West Park Pavilion & Event Lawn Cost Estimate**

Eric introduced Collette Hermann with Navigate Building Solutions and David Kehm and Michael Browning with Christner Architects to go over the schematic design cost estimates for the project, as requested by the Board. Eric shared his screen with a Power Point presentation sharing a funding recap, costs and contingency funds, noting we are currently \$61,000 under budget and have money available for some operational and sustainable alternates.

Alderman Gould asked about the cost recovery and long-term gains if they invest in geo-thermal or solar panels and asked about the movable "nanawall" and the pros and cons for this feature.

Michael Browning stated that the pros for the wall include easy to operate and move, along with giving more flexibility of space. They are thermal and secure. The con would have to be additional expense. However, the expense of this will still keep the project under budget.

Discussion took place regarding geo-thermal and solar. Solar may be easier and less expensive, but committee would like analysis of the information for consideration. It was proposed that the Sustainability Commission review this information as well as the Board before final decision.

### **B. Norm West Park Playground RFQ**

Eric gave a power point presentation and shared his screen with information previously presented. They received 6 responses to the RFQ, 3 firms were narrowed down and SWT Design was selected as they had the best design and presentation. If committee approves, this RFQ selection will go the Board at March 15<sup>th</sup> meeting for final approval. We will host a workshop after the election so residents and our new official can participate in the discussion.

Motion was made by Alderman Gould and seconded by Alderwoman Tice to approve SWT and have Christner present designs for Pavilion with solar power and cost recovery.

Motion carried by unanimous voice vote.

## **10. NEW BUSINESS**

### **A. Discussion of the City of Brentwood Table of Permit Fees**

Lisa Koerkenmeier and Steve Muskopf spoke about current building permit fees adopted back in 2014. The City does permit fees for building and construction permits, mechanical, electrical, plumbing, demolition, fire safety, curb cuts, excavation, and contractor registration license and sign permits. They are gathering information for what other municipalities charge for these fees as well to share in the future. Steve explained how they calculate their building permits now, and how the ICC (International Co-Council) does building elevations and permit fees. We could work with them on those; their fee structure is much more cumbersome. Alderman Lochmoeller and Alderman Wegge think it could be good idea to use ICC suggestion for square footage costs.

### **B. Discussion of the City of Brentwood Occupancy Permit Inspection and Occupancy Permit Fees**

Lisa spoke about this as well. The City provides a check list for occupancy permit inspection and fees. We charge Occupancy permit fees and inspection fees on commercial property, but only occupancy and not an inspection fee for residential. Again, we can look at how others do this and consider an inspection charge for residential. However, if a job inspection is incomplete, we don't want to keep going back on a residential inspection and charging a fee each time, so they have considered suggesting that the first one is free - but then charge for each one after that. This happens with commercial properties as well. The problem is that people are moving in prior to scheduling an inspection or getting started on projects before an inspection, which is not good. Could use ideas for better ways to handle these things. Several suggestions were offered on ways to review Occupancy and Inspection requirements and fees but agreed that this needs to be reviewed.

### **C. Discussion of the City of Brentwood Development Fees**

Lisa shared that Development fees such as Rezoning, Conditional use permits, and Variance Applications we do a flat fee of \$100, and we do not charge for public hearing. We may need to look at this and see what other municipalities do and update as it has been the same for a long time.

The Department will keep looking into all of these items and will bring recommendations back to the committee for support. No recommendations tonight but think it is good timing to start looking at this now since it has not been looked at for a while and since there may be a wave of new construction with Brentwood Bound as it is completed.

## **11. CITIZEN COMMENTS**

### **A. Citizen Comments - None**

**12. ADJOURN**

A. Adjourn

Motion was made by Alderwoman Tice and seconded by Alderman Gould to adjourn the meeting.

Motion carried by unanimous voice vote. Meeting ended at 7:28 PM