

**PUBLIC WORKS COMMITTEE MEETING**

**CALL TO ORDER**

Alderman Lochmoeller called the Public Works Committee Meeting to order at 4:30 pm.

**ROLL CALL**

Deputy City Clerk Wrobel performed roll. The following members were present:

Alderman Dimmitt-Present  
Alderman Leahy-Present  
Alderman Lochmoeller-Present  
Alderman Wegge-Absent

Also present were: City Administrator Bola Akande, Public Works Director Dan Gummersheimer, Director of Parks and Recreation Eric Gruenenfelder and Deputy City Clerk Lori Wrobel.

**APPROVAL OF AGENDA**

Alderman Lochmoeller suggested putting on hold item 11a. Discussion on the Sewer Lateral Repair Program Policy from UNFINISHED BUSINESS. Chairman Lochmoeller said that we are still waiting on some documentation from our City Attorney. Alderman Dimmitt made a motion to put on hold UNFINISHED BUSINESS item 11a. and Alderman Leahy second it. The agenda stands as submitted with the noted change.

**APPROVAL OF MINUTES**

**February 15, 2018** Alderman Lochmoeller asked that the minutes be reviewed regarding if Alderman Dimmitt or Alderman Leahy motioned. The minutes stand approved as corrected.

**PUBLIC COMMENTS**

None

**COMMENTS BY COMMITTEE MEMBERS**

None

**CHAIRMAN'S COMMENTS**

None

**BID OPENING/SELECTION**

None

**PUBLIC HEARING**

None

**PRESENTATION**

**Independent Transportation Network Gateway Dignified Transportation for Services**

Ms. Margie Diekemper of Independent Transportation Network Gateway (INT Gateway) presented on the hopeful expansion of ITN Gateway into the City of Brentwood and surrounding St. Louis counties such as Clayton, Chesterfield, Ladue, Richmond Heights, Webster Groves, etc. ITN Gateway is an affiliate of ITNAmerica, a national non-profit transportation system that has been in existence for over 20 years, and is meeting the transportation needs of aging Americans in cities across the country. ITN Gateway is not intended to replace or in any way compete with the provided existing services, rather introduce unique transportation options to seniors in underserved areas. This 24 hour-7 days a week service is designed to meet the needs for persons 60 years of age or older and adults 21 years of age or older with visual

impairments. Ms. Diekemper stated that this expansion project has been in planning for a little over two years and shared with the committee how ITN Gateway can serve the needs of qualifying residents in the City of Brentwood.

### **Parks and Recreation Department FY18 Program and Services**

Director of Parks and Recreation Eric Gruenenfelder presented to the committee ongoing, current and future FY2018 Projects. In 2018, the Parks & Recreation Department will begin the annual maintenance of the City's Urban Tree Canopy. All mature trees shall be placed on a four-year assessment rotation scheduled by Wards. Staff is currently assessing all trees in Ward 1, which include identifying trees that can be pruned in-house by our Urban Forester, trees that have already been pruned during the previous growing season, and trees that may have special pruning requirements. Pruning will be systematically scheduled street by street with a contractor. Last year, the Public Works Committee approved the department's Emerald Ash Borer Plan and the department will implement Year 1 of the plan in 2018. To date, staff have identified 67 trees for removal, with the removal cost of \$95,720, reforestation cost of \$40,200 and total expenditures of \$135,920. Affected homeowners have all been notified via mail. On-call Supportive Urban Forest Tree Care service provided by a third party tree maintenance, which was approved by the Board of Aldermen on November 7, 2016, is a 3-year agreement with two optional 1-year extension. Staff have begun a proactive maintenance schedule of the City's urban tree forest after years of reactive tree maintenance. Staff expects annual cost to reduce once the City completes full cycle of annual maintenance and Emerald Ash Borer Plan. The FY2018 Parks & Recreation Department Urban Forestry Budget includes: Ash Tree Removal – Removal of 67 Trees: \$95,720, Ash Tree Reforestation – Replanting of 67 Trees: \$40,200, Annual Maintenance – Ward 1 Pruning: \$165,000, Miscellaneous Maintenance – Miscellaneous Pruning and Removals: \$12,000, and Miscellaneous Planting: \$7,080. Director Gruenenfelder stated that we are on a current 1 to 1 of replanting any removed trees, which maintains the tree canopy in the City. He also gave an update on the Brentwood Park Playground Replacement Project, which replaced the old playground in Brentwood Park as part of Project Clear. The estimated cost is \$329,400. The City also received a two-year grant in the amount of \$164,700 to fund half of projected costs. Money received from MSD will not be used to fund this project. The Brentwood Park Maintenance Building Replacement Project is also underway. The old building has been removed as part of Project Clear. A change in location should prevent future flooding concerns as we increase parking in Brentwood Park. The estimated total project cost is \$497,738 and construction is projected to begin once Phase II is completed in Brentwood Park. Additional FY2018 Project includes the Community Center Security System, which is the installation of door access on internal external doors at the Brentwood Recreation Complex. This will allow management staff the ability to assign specific access to specific doors and will track any access attempts. The estimated cost of this project is \$57,000. The Community Center Meeting Room at the Brentwood Recreation Complex is receiving AV equipment upgrades, which will make the meeting room more desirable for business meetings. The estimated budget cost is \$13,000. Other meeting rooms will be completed in 2019 and 2020, respectively. The Yorkshire Court Trail Connection Project is still in progress. Staff is in communication with the property owner about obtaining property access. One of the multiple switchbacks will be needed to make the trail accessible. The site may also need retaining walls for site stabilization. If an agreement with the homeowner is reached, and while the legal agreement is being finalized, staff will begin working on the specification on the connection and determine if the project can be completed in-house. Estimated total project costs will depend on if the project can be completed in-house or contracted out.

### **UNFINISHED BUSINESS**

#### **Discussion on City-wide Yard Waste Pickup Services**

Public Works Director Dan Gummertsheimer updated the Committee on the Brentwood Forest dumpster situation. To recap, as the dumpster becomes filled with yard waste, it is picked up and replaced with an empty one by Greenwood; however the number of pickups have been escalating. Currently, there is not a limit or any written agreement with Brentwood Forest. Yard waste service for Brentwood Forest residents is provided by the Greenwood Group. The agreement with Greenwood Group has been ongoing for the last 8 years. This contractor provides leaf collection services primarily in the fall of each year. The contractor offloads yard waste into the dumpsters located behind 9118 West Swan Circle. When these dumpsters are filled and require emptying them, Greenwood Group contacts Republic Services, the owner of the dumpsters, to schedule a replacement dumpster. Republic Services sends its invoices to the City of

Brentwood which processes payment. Republic Services has provided these roll-off dumpsters since FY 2011 and the City of Brentwood has paid for this expense through the Sanitation Department's solid waste disposal budget line item. Data for FY2011 through FY2017 was compiled to illustrate the historical values for the duration of the Republic Services contract. A review of this data illustrated that the dumpster replacement schedule varies depending on the seasonal usage. The peak months for dumpster replacement ranges from October through January of each year. The dumpster replacement fee for one 30 cubic yard dumpster is \$538.20. The current rate has been in effect since October 2017. From the data for FY2011 through FY 2017, it is predicted that there will likely be 50 or greater quantity of dumpsters replaced in FY2018. The expected costs for this quantity will likely exceed \$22,000 depending on the current Republic Services billing rates and the actual quantity of dumpsters replaced. The maximum data point values for the data set of the seven (7) fiscal years are 55 total dumpsters emptied/exchanged in FY2014 and \$25,665.21 total expenses in FY2017. The 50 dumpsters at 30 cubic yards per dumpster represents approximately 1,500 cubic yards of yard waste in a given fiscal year. Alderman Leahy inquired about the possibility of a discussion with the Brentwood Forest Board at capping the yard waste fee. Alderman Leahy made a motion to go out for bid for the dumpsters to inquire for research purposes about competitive size and quantity. Alderman Leahy also would like staff to contact the Brentwood Forest Management and inquire about pricing flexibility. This was seconded by Alderman Dimmitt. The motion was approved unanimously.

## **NEW BUSINESS**

### **Discussion on the Operations of the Annual Brentwood Days**

Director of Parks and Recreation Eric Gruenenfelder presented to the Committee several options to finance Brentwood Days after continuous yearly net loss. After 2013, the department made a conscious effort to find sponsors to assist in reducing the net loss of the event. In 2017, revenue was \$9,050 and expenditures as \$72,000 with a net loss of -\$62,950. Each year, Parks and Recreation Department contacts over 125 businesses to sponsor Brentwood Days. Unfortunately, response has not been good. The best year, the department received 15 sponsors for a total of \$8,400. Most of the sponsorships that the department does receive are below \$1,000. Staff has brainstormed with a number of options that could help reduce the net loss: Option #1 is to charge non-residents for carnival rides, Option #2 is to charge everyone for carnival rides, and Option #3 is that the City could earn additional revenue through alcohol sales. Alderman Dimmitt inquired about the quantity of current alcohol sales. It is important to note that any option may affect the overall attendance at Brentwood Days. Reducing the size of the crowd may influence some vendors not to attend Brentwood Days. The Committee made a recommendation of no change.

### **Discussion on Roadway Drainage Issues**

Public Works Director Dan Gummersheimer presented to the Committee a resident request that Public Works mill and gouge the new asphalt to create a similar trough. The concern with grinding down the pavement along this western edge of Salem Road is that it creates an elongated swale that can allow water to collect and infiltrate the pavement base layer or in cold weather form ice which could expand and damage the surrounding pavement area. Public Works staff does not recommend reducing the thickness of the roadway to accommodate this request for concerns listed above. If modifications are needed with this property, then there are other engineering solutions which could be considered for the property owner to design/implement. Some examples of these modifications include a driveway trench drain, culvert pipe, driveway berm, driveway trough, or other modification. Raising the roadway curb height would not reduce the flood concern without modifications to the driveway as the curb would only divert the water until it reached the lowest elevation, i.e. the driveway apron and followed the downslope to the property. Brentwood property resident Mike Cheatham stated to the Committee the how the flooding is impeding on his property and requested a curb be installed to prevent future flooding issues. Alderman Leahy requested staff to look at it and report back with suggestions to fix it. This was seconded by Alderman Dimmitt. The motion was approved unanimously.

## **ADJOURNMENT**

Alderman Leahy made a motion to Adjourn at 6:25pm. Alderman Dimmitt seconded the motion. A unanimous voice vote was taken.

## **Meeting Adjourned**

**Next Meeting April 11, 2018**