

Meeting Minutes
Storm Water Committee Meeting
Department of Public Works
October 20, 2017
8:00 am

The meeting was called to order at 8:00 am.

The following members were present

Bob Watt, Maryann Rober, Lloyd Palans, Tom Bower, and Trae Myer

Also present

Councilman Bill Brennan, Anne Lamitola, Public Works Director, Pete Merten, Engineering Manager for the City of Ladue

Members of the public present

Judd Presley, 25 Log Cabin Lane, Ed Horn, 50 Woodcrest, Jim Adams, 49 Woodcrest

Adoption of the Agenda

Chairman Watt asked for a motion to approve and adopt the agenda; Mr. Palans made a motion to adopt, Ms. Rober seconded the motion. All present were in favor and the motion passed.

Approval of the July 7, 2017 meeting minutes

Chairman Watt asked for a motion to approve the June 15, 2017 meeting minutes; Mr. Palans made a motion, Ms. Rober seconded the motion. All present were in favor and the motion passed.

Public Forum

The residents from Woodcrest expressed concern about rear yard flooding in their area. Mr. Merten responded that a portion of Woodcrest is included in the Deerfield-Wakefield project area that is within the approved 5-year implementation plan.

Mr. Presley, 25 Log Cabin Lane, stated that his home has been in the family since 1954 and storm water issues have been increasing over time. Mr. Presley stated that the streets have been eroded.

2017 Five-Year Storm Water Implementation Program Letter of Intent acquisition process

Chairman Watt stated that the 5-year Storm Water Implementation plan was presented to City Council in July and was adopted. The plan includes funding the five highest ranking projects in the first five years of the implementation program. Chairman Watt passed on feedback from the City Council who complimented the Storm Water Advisory Committee on the hard work that has been involved in developing the program.

Pete Merten, formally with HR Green and now the City's Storm Water Engineering Manager provided an update on the implementation plan. He explained that the Letters of Intent, as required by the implementation plan, have been mailed. The letters of intent, which indicate property owner support for a project, are to be acquired prior to commencing project design. The process for obtaining buy-in will consist of mailings, public informational meetings, and one-on-one contact. The public meetings have been scheduled as follows:

- Tuesday November 7th 4:00 – 6:00 pm, (Bank Stabilization Projects nos. 1618, 1611.01, 1625.02 and 1643).
- Thursday November 9th 4:00 – 6:00 pm, (Infrastructure Projects nos. 1614A, 1602 and 1605).
- Tuesday November 14th 4:00 – 6:00 pm, (1601.01 Deerfield/Wakefield).

Each public informational meeting will be limited to two hours and will include breakout sessions and a brief presentation by City staff. HR Green will attend and participate in the meetings. There will be display boards that illustrate the types of projects and HR Green will man a laptop at an interactive GIS station to help visualize project locations and concept solutions. LOIs will be accepted at the informational meetings. Mr. Merten reminded the committee that the Letters of Intent (LOIs) must be obtained prior to the commencement of the design phase and that the goal is to obtain all LOIs by the end of the 2017.

Ms. Rober asked who will be required to maintain plantings associated with stream bank stabilization projects. Mr. Merten stated that the property owners will enter into a maintenance agreement and will be responsible for the plant maintenance. Prior to completion of the construction phase, the contractor must maintain the plantings. It was further explained that infrastructure such as storm sewer pipe and inlets are dedicated to MSD for their maintenance. Furthermore, the projects will require a combination of temporary construction easements, permanent easements that are dedicated to the City, and maintenance agreements for plantings. The City will be seeking donated easements and will not compensate property owners for easements.

Mr. Watt inquired as to who received a Letter of Intent and Mr. Merten stated that only property owners requiring submission of easements received a LOI. Other property owners in the project area, as well as trustees, received the Public project meeting notice. The role of the subdivision trustees is to solicit support for the project from neighbors. Mr. Palans added that neighbors should be encouraged to communicate with each other in order for the City to obtain the LOIs.

2017 Five-Year Storm Water Implementation Program design consultant pre-qualification process

Mr. Merten stated that the City will pre-qualify engineering firms for the various storm water projects which include two main categories of work: (1) stream channel/culvert, and (2) piped conveyance/infrastructure. The process begins with issuance of a request for qualifications (RFQ) to the engineering community.

The selection process begins by ranking the firms from the RFQs received using a point system for each qualification. The top ranked firms will be interviewed then re-ranked based on the interviews. The City will then establish a pre-qualification list which will be valid for five years. Mr. Merten distributed the draft schedule for design procurement. Ms. Lamitola asked that if Storm Water Advisory Committee members are interested in participating in the interview process to let her know. Interviews will tentatively be conducted in late December 2017 or early January 2018.

Mr. Meyr inquired as to when easements will be solicited and Mr. Merten stated that easements are typically obtained at 30% design completion.

Councilman Brennan inquired about funding for storm water components on sidewalk and roadway projects. Ms. Lamitola stated that the storm water fund will continue to be utilized to fund the storm water components for improvement projects on right-of-way, but that many of such projects are 80% federally funded. Ms. Lamitola stated that the City is in the process of

completing an ADA transition plan which will identify sidewalks that require improvement in order to comply with ADA. Some of those improvements may require storm water modifications.

Chairman Watt stated that the City will continue to seek funding opportunities with MSD and other entities in order to optimize the City's funding of storm water projects.

Storm water ordinance revising the City's development standards

Ms. Lamitola stated that on October 16, 2017, an ordinance was adopted by City Council that amends the zoning code to require any increase in storm water runoff from projects be contained on the project site for the design storm. The ordinance establishes new requirements for plan submissions that include storm water runoff calculations as well as depiction of how the increased flow rate will be retained on site. City Council has elected to adopt ordinances to attempt to prevent additional storm water problems from developing in conjunction with adopting the implementation plan to fund storm water improvements.

Other Matters Deemed Appropriate

The City of Ladue was appointed to the MSD Rate Commission and chose Lloyd Palans to represent the City in that role. The committee congratulated Mr. Palans on this appointment. Mr. Palans will serve on the finance committee of the MSD rate commission for a two-year term.

MSD has received the City's master plan and added 29 projects to their storm water database. Eleven of the projects were already identified by MSD and included in their data base. Fifteen projects did not qualify for MSD consideration for various reasons, and were not added to the MSD database. The net result is that the City of Ladue now has 40-projects identified in MSD's system. City staff will revisit the fifteen projects that were not added by MSD to ascertain if adjustments can be made to qualify them for inclusion in MSD's storm water database.

City staff is working with HR Green to develop scope, schedule and fee for development of stream and sinkhole maintenance guides.

Federal and State Emergency Agency (FEMA/SEMA) has issued draft floodplain maps. These agencies are seeking public input and feedback on the draft maps which are utilizing updated topographic information. There are links on the City's website to the draft maps and an e-mail blast has been distributed to Ladue residents who subscribe to the blasts in order to solicit input. There are also draft map copies in the Public Works office for public viewing. The City has provided SEMA with the City's hydraulic model developed during the Storm Water Master Plan to aid SEMA's consultant in their mapping effort. Public comments are due on October 30, 2017. The projected effective date for the maps is late 2019 or early 2020.

The next Storm Water Advisory Committee meeting date will be held on January 12, 2018 at 8:00 am.

Chairman Watt announced that he will be moving to Clayton and subsequently will be resigning from the committee at the beginning of 2018. The Storm Water Advisory Committee members thanked Chairman Watt for his service.

Mr. Bowers made a motion to adjourn. Ms. Rober seconded the motion. All present were in favor and the motion passed. The meeting adjourned at 9:22 am.

A handwritten signature in cursive script, appearing to read "R C Watt", is written over a horizontal line. The signature is fluid and somewhat stylized, with a long horizontal stroke extending to the right.

Mr. Robert Watt, Chairman
Ladue Storm Water Advisory Committee