



AGENDA
CITY OF CREVE COEUR
STORMWATER COMMITTEE
300 NORTH NEW BALLAS RD
JANUARY 11, 2023
4:45 PM

I. CALL TO ORDER

II. NEW BUSINESS

1. Stormwater Management Plan - Consultant Presentation

III. ROLL CALL

IV. APPROVAL OF MINUTES

2. September 14th, 2022 Minutes
3. November 16th, 2022 Minutes
4. December 14th, 2022 Minutes

V. UNFINISHED BUSINESS

5. Cost-Share Program Update

VI. BUSINESS FROM STAFF

VII. NEXT MEETING DATE

VIII. ADJOURNMENT

Posted by: _____

Date/Time posted: _____

If you need special accommodations to attend a meeting, services may be arranged by contacting the Office of the City Administrator in advance.



**Stormwater Committee
Committee Meeting Minutes
September 14, 2022
4:45 PM
Online**

Meeting Connection Information

As a precautionary measure to help prevent exposure to and spread of COVID-19, the Stormwater Committee meeting scheduled for 4:45 p.m. on Wednesday, September 14, 2022, will be held virtually as a Zoom meeting.

Citizens are encouraged to participate and submit public comments in the following ways:

1. **Video Livestream** - Watch a live online broadcast of the Stormwater Committee meeting using the following link:
<<https://us02web.zoom.us/j/81619786821?pwd=TTZzQ1c0b0xuOUJDeIB3RWNmMHVDQT09>>.
The public will be required to provide a name and email address to enter the meeting (the email address will not be saved or used to contact you). Citizens will have the opportunity to make public comments live during the meeting using the Zoom program.
2. **Teleconference** - Call in to the meeting by dialing (312) 626-6799 and entering meeting ID 816 1978 6821 and passcode 960941 when prompted.
3. **Email** - Questions or comments that citizens wish the Stormwater Committee to consider may be emailed to the City. In order for questions and comments to be considered at this meeting, those questions or comments must be submitted no later than 5:00 p.m. on Tuesday, September 13, 2022. Submit questions and comments to Sinan Alpaslan Assistant Director of PW/City Engineer to salpaslan@crevecoeurmo.gov.

I. Call Meeting to Order

Call meeting to order at 4:51 by Bernard Feldman.

II. Roll Call

Richard Kutta	Committee Member	(Absent)
Patrick Brown	Committee Member	(Absent)
Kathleen Rizzo	Committee Member	(Remote)
Bernard Feldman	Committee Member	(Remote)
Mary Helen Gerst	Committee Member	(Remote)
Sinan Alpaslan	Assistant Director of Public Works/City Engineer	(Absent)
Peter Wazlawek	Committee Member	(Remote)
Samantha Davies		(Remote)
Bryan Pearl		(Absent)
Tim Carney	City Council Liaison	(Remote)
Jim Heines	Public Works Director	(Remote)
Margaret Ries	Public Works Administrative Services Associate	(Remote)

III. Approval of Agenda

Motion to approve agenda by Bernard Feldman. All in favor.

IV. Approval of Minutes

Approval of minutes for:

-April Meeting: all in favor for approval of minutes

-May Meeting: all in favor for approval of minutes

-July Meeting: tabled for next meeting



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V. Comments from General Public

No comments from the public at this time.

VI. New Business

A. RFQ - Update

Stormwater Subcommittee met on August 17th, 2022 to discuss the RFQ - Stormwater Management Plan Draft.

Updates Regarding the RFQ by Jim Heines:

- The RFQ was posted at the end of August. It was sent to panel of consultants.
 - Next Tuesday, September 20th, staff should get responses regarding the RFQ from consultants.
- Staff will need 2 members from the subcommittee for the review of consultants and interviews.
 - Interviews will take place to determine which consultant is best qualified.
- Motion by Peter Wazlawek seconded by Mary Helen Gerst and Kathy Rizzo, for Dick Kutta and Bryan Pearl to be representatives for the review of consultants upon agreement. All in Favor.

B. Status of Projects in Design

Review of Projects in Design by Jim Heines:

Alden Lane

- Preliminary plans were given to MSD.
 - Staff is waiting on approval of the plans from MSD.
 - The plans include creating a MSD standard catch basin on both sides of the street with a new pipe underneath the street that is piped to the creek.
 - They are hopeful to have it available for bid by midwinter following approval from MSD.
 - It is hopeful to be in construction this year.
- The cost estimate is \$20,000. The money was budgeted a couple year ago. The updated cost estimate is 35,000-40,000 due to the rise of costs. There is a potential to use part of the Deer Creek OMCI money for the cost difference.
- There is the possibility of an easement on part of a resident's property with the support of the resident. They are drafting easement documents and going to get signatures.

Ballas/Tarrytown Project

- Potential to use Deer Creek OMCI money to cover the cost of the project.
- Culvert pipe that goes under Ballas road needs to be repaired.
- The creek that flows past the culvert pipe and into backyards of the residents of Tarrytown is in need of erosion control.
 - Staff met with the residents of Tarrytown to discuss the project plans for the creek on their properties and the culvert on S New Ballas Road.
 - Staff would need access to a resident's driveway to store equipment for the repairs.
 - Jim Heines stated that Mr. Wolkowitz offered access to his driveway to store the equipment that the crews will be using. Crews will have access through Mr. Wolkowitz's yard to the backyards of his residence and the neighboring resident's(Mrs. Wolff) yard closest to Ballas to complete repairs, including the culvert repair and erosion control along the creek.
 - Jim Heines stated that Mrs. Wolff would allow easements in the backyard to fix the culvert. Mrs. Wolff would also allow access to the backyard to complete erosion control along the creek in her backyard.



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-Jim Heines stated that the Cantor's residing on Tarrytown furthest from Ballas, asked for staff look at the status of the culvert on their driveway that the creek also runs through. There is potential to harmer the pipe and clean up the area around their culvert to allow the water to move through there easier.

-At one resident's home on Tarrytown, the creek almost undercuts their pool. The plan would be to realign the creek and move it away from the pool. The staff brought up the need to bring a boring rig to do soil samples on their property as part of the plan, the resident would not allow the boring rig to go on their property. In addition, the resident is reluctant to allow access and easements to their property.

-The committee was in agreement that if the resident refuses access and easement to their property the resident will not be a part of the project taking place in Tarrytown. The resident will be responsible for future repair costs and will be unable to receive assistance from the city at a later date regarding the stormwater issue of the creek undercutting their pool.

Golf Course

-From fairway number 5 in the green on south end up to Old Cabin there is a series of lakes that drain to the south (which is the beginning of Deer Creek).

-One part of the project plans are to put aerators in the lakes to keep the water churned up and oxygenated to maintain the health of the lake.

-Another part of the project is concerning the roof drainage system on the Dielmann Center. The drainage system has not been performing correctly causing flooding in the building.

-HR Green has had plumbers out to try to open up the line and stoke them to help them perform better. They have not found collapsed pipes as of yet. They found that it ties into a 12 inch reinforced pipe with a huge capacity which ties into the MSD system that leads into Fairway Subdivision that goes into the creek located there.

-HR Green is still investigating. Cleaning out the system has helped with the capacity of the drainage system. Staff is still waiting on the final results from HR Green after cleaning and scoping the system.

Hibler Road

-There has been drainage issues on the roadside ditch on Hibler that has silted and clouded up on the north side of the street.

-Midway there is a downhill spot where water starts crossing over at several points on the road. It causes parts of the road to be slick and in the winter becomes ice.

-The plan is to reestablish the ditch and potentially put a catch basin midway because on the other side of the road there curbs and sidewalks. But, there is not catch basin. The addition of a catch basin would eliminate a lot of the street flooding.

-Second half of the project on Hibler is on the other side of Falaise Dr.

-The roadside ditch is nonexistent due to trees near the Country Forest Subdivision common ground that are growing in the middle of the swale causing a disruption.

-Trees will need to be cut to reestablish the swale which will improve the performance of the stormwater run off.

C. Update on Millennium Park Detention Area

Update on the path on Millennium Park by Jim Heines:

-Water from the extreme flooding in July washed out trail and caused sink holes.

-Staff has closed the area off.

-Consultant began working on an emergency repair plan.

-Consultants are working with Army corps and MSD.

-Army Corps will not allow trees to be cut until November 1st. Once Tree are cut, construction repairs can begin.



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-Pathway will be opened up once the repairs are complete. The pathway will have gravel until asphalt can be placed in the spring due to the temperature.

-Cost of the project will be in 100,000-125,00 range.

-When the pathway is open and has gravel Mary Helen Gerst suggested having a sign on the pathway suggesting under construction until asphalt can be placed to let the residents be aware that the gravel is not the final result of the construction.

D. On Site Stormwater Detention

No comments at this time.

VII. Unfinished Business

No unfinished business at this time.

VIII. Business from Committee Members

Bernard Feldman proposed a tour of the stormwater project sites for a better understanding of the project. All the committee members were interested in a tour. The tour would be in early November around 3:30 or 4:00 due to the sunset. Bernard Feldman suggested to have it in lieu of a meeting with the agreement of the chair.

Sam Davies brought up the issues with the stormwater detention area for Royal Valley. It is not draining properly. It is also receiving water from more than the one subdivision. Jim Heines said that staff can go out and look at the detention area to give advice on next steps.

IX. Business from Staff Liaison

Jim Heines asked the committee if they wanted to meetings to be continued through zoom, return back to in-person, or have a hybrid option. The committee would be open to returning to in-person with the option for being hybrid through zoom. The current time frame works for the committee members.

Proposal from Sam Davies to have the stormwater project site tour on October 12th at 4:00pm in place of the stormwater committee meeting. The committee was in favor of taking a tour at the stormwater projects sites on October 12 at 4:00pm.

The committee will discuss the November 9th meeting date when the committee meets on October 12th.

X. Adjournment

Motion to adjourn by Kathy Rizzo and Peter Wazlawek seconded by Mary Helen Gerst . All in Favor. Adjournment at 6:05pm.



MINUTES
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300 NORTH NEW BALLAS RD
NOVEMBER 16, 2022
4:45 PM

I. CALL TO ORDER

The Stormwater Committee Meeting was called to order at 4:46PM.

II. ROLL CALL

Tim Carney - City Council Representative, Jim Heines - Director of Public Works, Sinan Alpaslan - Assistant Director of Public Works/City Engineer were also in attendance.

III. APPROVAL OF AGENDA

Agenda had to be adjusted to add two sections: Approval of Agenda and Comments from General Public.

IV. APPROVAL OF MINUTES

1. Draft Meeting Minutes July 13th, 2022

A motion was made for the approval of minutes for July 13th, 2022. The vote to approve minutes was unanimous.

2. Draft Meeting Minutes August 17th, 2022 - Stormwater Sub-Committee Meeting

There was a spelling error that was corrected from congregated to corrugated. Once that correction was made, a motion was made for the approval of minutes for August 17th, 2022. The vote to approve minutes was unanimous.

3. Draft Meeting Minutes October 12th, 2022

A motion was made for the approval of minutes for October 12th, 2022. The vote to approve minutes was unanimous.

V. UNFINISHED BUSINESS

4. Recap of Field Tour

Jim Heines presented an overview of the field tour that occurred on October 12th, 2022. The field tour consisted of areas under design for stormwater projects that will be occurring, as well as a finished stormwater project. It provided the committee with visuals of the stormwater concerns in the area, as well as potential solutions to those problems that may be presented by consultants.



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VI. NEW BUSINESS

5. Stormwater Project Cost Share Program

Discussion led by Jim Heines. Years ago the City had a program where subdivisions could apply to participate in a cost-share program similar to a grant program with a 50-50 cost share and up to \$25,000. Subdivisions could use it to pay for the maintenance and repair of existing stormwater systems that subdivisions are responsible for maintaining. In the past, some subdivisions participated in the program. Jim Heines provided an example of the Ladue Lakes Subdivision. The Ladue Lakes subdivision completed work on the lake and the outflow. The previous cost-share program had not received as many applicants, therefore the stormwater committee suggested that the program be taken out of the City's ordinance due to lack of funds and applicants. Recently, there has been interest in reviving the stormwater project cost share program. The field tour looked at the Royal Valley Subdivision, which provided examples of why a revival of the cost-share program would be beneficial for subdivisions. For example, other subdivisions are pumping their stormwater into the Royal Valley's detention area, causing additional maintenance of the detention area without assistance from the other subdivisions. There is an opportunity to revive the program due to interest and availability of funds. Mary Helen Gerst, Samantha Davies, and Richard Kutta will be part of a subcommittee to create a proposal to bring to the council regarding reviving the stormwater project cost-share program.

6. Stormwater Master Plan Consultant Recommendation

Sinan Alpaslan presented the Stormwater Master Plan Consultant Recommendation. A Stormwater Master Plan RFQ was released in August. It was sent to qualified consultants that would be able to perform the task presented. Three consultants responded :Horner & Shifrin, HR Green, and Intuition & Logic. A couple members of the stormwater committee sat in on the interviews. Each member of the interview team submitted scores of each candidate. There were 25 points for each category (firm qualifications, qualifications for the project manager and project team, relevant stormwater experience, approach to problem-solving) for a total of 100 points. The scores were submitted anonymously. The totals provided by each panelist were averaged for each consultant. Horner & Shifrin's average score was 75 and they placed third. HR Green's average score was 88 and they placed second. Intuition & Logic's average score was 93 and they placed first. Intuition and Logic is the consultant that will



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be recommended for the creation of the stormwater master plan. City Staff Member Sinan Alpaslan recommended Intuition and Logic for contract negotiations for their engineering services.

VII. BUSINESS FROM STAFF

No business presented from staff.

VIII. COMMENTS FROM THE PUBLIC

Mr. Wasielewski wanted to update the committee on his concern about the creek on his property that had been eroding. He said that MSD had visited his property to assist in the erosion occurring. MSD is not providing further assistance at this time. A FEMA engineer also reviewed his property and could also not provide further assistance.

IX. NEXT MEETING DATE

The subcommittee for developing a cost-share program for subdivision stormwater committee meetings will be on December 14th, 2022. The next Stormwater Committee meeting will be on January 11th, 2022.

X. ADJOURNMENT

Meeting was adjourned at 6:03PM.



**MINUTES
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MEETING
300 N NEW BALLAS RD
DECEMBER 14, 2022
4:45 PM**

I. CALL TO ORDER

The subcommittee meeting began at 4:45 PM.

II. ROLL CALL

III. APPROVAL OF AGENDA

Agenda was approved.

IV. NEW BUSINESS

Subcommittee members and City staff held a discussion regarding forming a cost-share program for stormwater projects for Subdivisions/HOA.

1. Cost Share Program for Subdivisions

An open discussion was held among the subcommittee and staff members to develop a cost-share program for subdivision/HOA stormwater projects.

-Dick Kutta asked about the subcommittee's thoughts on the size of the project for the cost share program.

-Dick Kutta referred to Frotenac's amount of \$50,000 as the maximum for a homeowner and civil project.

-Jim Heines raised the question, is this going to be a cost-share project for the subdivision for public issues (ie detention clean up, deteriorated outflow structure) or should we categorize it by comparing HOA/Subdivision and Homeowner's projects? The previous cost-share program had a budget of \$20-25,000, whereas now an HOA/Subdivision may need up to \$50,000.

-Past Cost-Share Program (discussed by Jim Heines)

-Only used for Subdivision/HOA purposes

-Ladue Lake Subdivision used the previous program twice: 1) outflow structure for the lake 2) flume for outflow from creek that needed repair

-Previously, not very many subdivisions used the cost-share program.

-A Discussion was held regarding subdivisions that could be interested in the cost-share program now.

-The East side of town is more limited because the MSD requirements are younger than that side of town. However, they may need construction now because of problems that have since developed. The West side of town is newer and has MSD maintenance requirements. They may be interested in the cost-share program.

-Subdivisions that have lakes could also benefit from the program for the up-keep



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and maintenance of the lakes.

-The Broadview Farm subdivision had to fix their lake approximately 10 years ago. The lake had algae built up and it smelled during the summer. This is an example of how subdivisions could use the cost-share program.

-Jim Heines asked if the subcommittee wanted to go two ways with the program. A subdivision/HOA fund for the cost-share program and another smaller fund for the residents/homeowners to utilize.

-Dick Kutta would prefer it if the program for the residents/homeowners was not difficult to apply for, avoiding required steps involving easements and surveys.

-Jim Heines said that it would need to depend on the project and scope of work.

-Jim Heines also mentioned that we would need to be specific in terms of grading.

-Currently there is a Gabion Rock program with the City. Residents can ask for Gabion Rock to help with erosion control. They would have to place it themselves. But, when you start to get into grading for erosion control it is a more expensive operation. That is where the cost-share program would be beneficial for the homeowner. Which raises the question again, whether the cost-share program would be beneficial to have two parts for applicants to apply: 1) for HOA/Subdivision 2) homeowner.

-Mary Helen Gerst and Dick Kutta were in agreement that that program should be available for HOA/Subdivision and homeowner use.

-Dick Kutta asked if we should include duplex/condo homes in the cost-share program.

-Jim Heines replied that in the past with multi-family buildings that are more than 6 units attached they would not qualify for the program. If it is a smaller complex, we would consider it a single family home and it would be included in the program. This standard is already set with the leaf collection and sewer lateral program.

-Dick Kutta referred to another City's cost-share program that required multiple bids for the scope of the work. Should we require bids?

-Jim Heines said that it is required to do three bids for the sewer lateral program. It could also depend on the project.

-Dick Kutta suggested categorizing by price and bids required.

-Tim Carney said that residents go to staff for approval, and if the cost is too much it could be turned down.

-Jim Heines said that there were a couple ways to go with it: smaller jobs could get administrative approval from staff and the bigger projects could be approved by the committee.



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- Dick Kutta recommended unbiased approval based on a dollar amount.
- Jim Heines asked how much money should be set aside, a ballpark amount. How much money should be set aside each year?
- Dick Kutta said Frontenac's program has a budget of \$50,000 and Ladue's program has a budget of \$100,000.
- Tim Carney suggested at least \$100,000 if there are two programs. He also said we need to look at stormwater fund.
- Jim Heines said that everything we take for the program will be from the parks and stormwater fund. He also suggested starting with \$100,000.
- Tim Carney asked how we would get the breakdown of the cost and where the money is allocated to the residents.
- Jim Heines said that the breakdown would go on the website, newsletter, social media, and at the quarterly meeting for the stormwater management plan.
- Dick Kutta asked when dealing small projects with the cost of \$10,000-15,000 are there requirements for permitting with DNR, MSD, or Army Corps?
- Jim Heines said that it depends on the projects and location. If you start touching the waterways it requires MSD approval and an engineer to submit plans and approval
- beyond homeowner portion.
- Tim Carney if a homeowner had a creek to dig into would the City need to get involved? Jim Heines replied yes.
- Dick Kutta asked when we have small projects that are worth \$10,000-\$15,00, are there requirements for permitting with DNR, MSD, or Army Corps?
- Jim Heines replied that it depends on the type of the projects. When you start touching waterways it requires MSD approval and engineers to submit plans and approval.
- Tim Carney said that if the homeowner had a creek to dig into the City would need to get involved.
- Mary Helen Gerst agreed that the City should review plans for work done for the Cost Share Program. She did ask if, after the work is done, can the City Re-Nig on the program?
- Jim Heines said that the City will look to make sure the job is done correctly. If not, the contractor should fix it. The homeowner should not make a final payment unless the City has looked at it.
- Dick Kutta asked how many projects can the City/Staff handle?
- Jim Heines replied that the City can't manage the projects, but staff can review them. He doesn't think there will be a lot of HOA/Subdivision projects, but believes that



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the residents will participate in the smaller standalone projects.

-Sinan Alpaslan wants to make sure that the money is used for the project it was applied for and asked if this would be a reimbursement program.

-Jim Heines replied that the cost-share program would be a reimbursement program.

-Dick Kutta asked if 3-4 projects a year would be reasonable?

-Jim Heines replied yes, and it can be adjusted as applicants apply.

-Dick Kutta said that some residents may be waiting for the Master Plan to get their work done.

-Jim Heines replied that they could be waiting a long time, as they may not score as high.

-Dick Kutta asked if we should have a scoring system. If there are 3 applicants that apply, how would it be decided?

-Jim Heines said that when they submit we would look to see if the solution is best or not.

-Mary Helen Gerst asked if committee members would look at the application or just someone from staff?

-Jim Heines replied that someone from staff who is trained in that area would review the applications. There could be a difference between small projects/big projects and who will be doing the review. Small projects will be staff approved and the bigger projects could have committee approval.

-Dick Kutta asked that the process be streamlined.

-Dick Kutta asked what would it take to be a qualifying project?

-Dione Garson replied if it is a development project, it would not qualify.

-Jim Heines added that it is an existing problem not caused by a home addition like a pool or patio.

-Sinan Alpaslan added that we would need to make sure the proposed project would not create a downstream problem. In addition, he also said that we could have proposed solutions for maintenance issues. For example, when the option of an open channel versus a pipe solution is provided, we would prefer an open channel versus a pipe. The pipe has more maintenance required. It is underground and would need to be serviced from time to time to maintain it.

-Dick Kutta suggests that each subcommittee member could compile criteria for qualifications for an application to the cost-share program to share out at the next subcommittee meeting.

-Dione Garson suggested creating an incentive for residents that participate in the



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program. They could be allowed additional money/bonus if their project has public benefit or creates better water quality. For example, if a swale is needed in the project they could build a bio swale and obtain additional money or bonus toward the reimbursement. It could even be a tiered incentive depending on the scope of work/solutions for the project.

-Dick Kutta said that it was a good idea. This is where City staff expertise could come into play.

-Jim Heines presented his notes summarizing the discussion:

- The cost-share program would have funds of \$100,000.

- The HOA/Subdivision would be reimbursed 50% of the cost of the project up to \$25,000.

- The home owner/resident would be reimbursed 50% of the cost of the project up to \$7,500.

- There is a potential bonus for water quality/public benefit.

- The HOA/Subdivision application would be approved by the Stormwater Committee

- The home owner/resident application would be approved by City Staff.

- Solve existing problems on site.

- Not helping solve grading issues cause by additions, pools, patios, etc as part of a development project on their property.

- Streamline the process at both ends.

-Dick Kutta presented concern regarding other Cities requirements for an application review cost. He didn't want to charge applicants for staff reviewing the application.

-Tim Carney and Jim Heines said that we would not charge for staff time for reviewing the application.

V. ADJOURNMENT

The next Stormwater Committee Meeting is January 11th. The next subcommittee meeting is February 8th.

Adjournment was at 6:16PM.