



**AGENDA
CITY OF CREVE COEUR
STORMWATER COMMITTEE
300 N NEW BALLAS RD
APRIL 17, 2023
4:45 PM**

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES

1. March 15th, 2023 Minutes (Draft)
Summary:

V. UNFINISHED BUSINESS

2. Cost-Share Program Discussion

VI. BUSINESS FROM STAFF

3. Stormwater Management Plan Update

VII. COMMENTS FROM THE PUBLIC

VIII. NEXT MEETING DATE

IX. 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.



**MINUTES
CITY OF CREVE COEUR
STORMWATER COMMITTEE
300 N NEW BALLAS RD
MARCH 15, 2023
4:45 PM**

I. CALL TO ORDER

The meeting was called to order at 4:45PM.

II. ROLL CALL

Stormwater Committee Members in attendance: Chair Richard Kutta, Vice Chair Bernard Feldman, Patrick Brown, Peter Wazlawek, Samantha Davies, Mary Helen Gerst, and Kathleen Rizzo.

City Council Liaison Tim Carney was also in attendance.

Staff in attendance: Jim Heines, Director of Public Works; Dione Garson, Civil Engineer.

III. APPROVAL OF AGENDA

Patrick Brown made a motion for the approval of the agenda, seconded by Kathleen Rizzo. All in favor.

IV. STORMWATER MANAGEMENT PLAN - INTUITION & LOGIC PRESENTATION

Dione Garson and Jim Heines presented an update on Intuition & Logic's (I&L's) progress towards the Stormwater Management Plan. Currently, I&L are doing stream channel evaluations. Presentation Materials are ready for next week's open house on March 22nd from 6:30-8:00PM in the multipurpose room. There are boards that will be set up for the open house. One board displays the creeks that are being evaluated. Another one shows a range of issues increasing in emergence to show a variety of potential problems relating to stormwater. Another board details the prioritization ranking system I&L has developed. It is based on MSD's ranking system. There will be an explanation of the scoring system to show how various issues may be scored for resident reference. I&L staff will be there at each table/board to assist residents. Stormwater committee members are welcome and encouraged to attend the open house. I&L will present an update on their progress with the stormwater management plan. The presentation will be short, with 9 slides. Following the presentation, residents will be able to walk around to talk with engineers, fill out the stormwater questionnaires on laptop, and ask questions regarding the stormwater management plan. There will be a map of the City with post-it notes for residents to make notes on areas of concern. All stormwater problems that have been reported to the City of Creve Coeur in the past were given to I&L as additional data points for stormwater concerns to rank when developing the Stormwater Management Plan. Current stormwater projects have been included on the live map for reporting stormwater concerns in the questionnaire. I&L would like stormwater concerns reported by June 1st.



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V. APPROVAL OF MINUTES

1. January 11th, 2023 Minutes

Kathleen Rizzo made the motion for the approval of the January 11th, 2023 Minutes; seconded by Bernard Feldman. All in favor.

VI. NEW BUSINESS

2. Capital Improvement Plan

Jim Heines presented a document with an update to the Capital Improvement Plan (CIP) for FY2024. The important part for the Committee to look at is in the parks and stormwater section in 9509. It lists the projects that are in design. For FY24 there is \$150,000 aside for design work for projects that are TBA. Dione Garson presented an overview and update for each of the projects listed in the CIP.

Hibler Road: It has a drainage ditch filled with stones and overgrown vegetation. The drainage ditch is not functioning properly. It creates pounding on the road, creating dangerous conditions in the winter. The project proposes to clean up the swale and to add a new stormwater conveyance pipe to get it to a creek.

Alden Lane: There are two inlets on each side of Alden that are handmade, not up to MSD standards, that are not functioning properly. In addition, there is a CMP pipe connecting a corrugated metal pipe that discharges into the creek that is also failing, causing a sink hole. This project will put MSD standard inlets and re-pipe it, to get the flows into the creek properly. We are awaiting easement documents, then following we will move to the bidding process.

Ballas Culvert/Tarrytown: Plans have been submitted to all utilities to identify conflicts. It's going through the various approval process with DNR, Army Corps of Engineers, and MSD. We applied for the MSD OMCI funding last week for this project, as well as, for the project on Alden Lane.

Golf Course Pond Aeration: There is hope to have it constructed in the late summer and early fall. HR Green is having an electrical engineer review the plans at this time. At this time, the pond by the 5th green that is in need of aeration has enough power for a fountain. But, not enough power for a compressor for the aeration. The electrical engineer will help ensure there is enough power for aeration.

VII. UNFINISHED BUSINESS



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3. Cost Share Program

Richard Kutta and Jim Heines visited the Missouri Botanical Gardens to get more information regarding their costshare program with MSD. A takeaway from the meeting, brought up by Jim Heines, was to receive applications by a due date rather than a rolling basis, to be able to evaluate and rank them. Depending on availability of funds, a second round of applications may be submitted for a second time that year. This would be more manageable for staff time. The review of applications could be during a slower period of the year. Following review of the applications, awards would be granted and construction could begin. Dick Kutta suggested that the first year of the program be a pilot year to determine how the funds will work the following year. The pilot phase could include smaller projects for a budget total of \$50,000. Those that apply will split the cost 50/50 with the City. A discussion for more specific details regarding the potential cost-share program for residential stormwater projects will be held on April 5th, 2023 at the next Stormwater Committee meeting.

VIII. BUSINESS FROM STAFF

Dione Garson asked if a committee member would be willing to have a table at the Arbor Day Celebration on Sunday April 30th, 2023 at Millennium Park from 1-3PM. The table would have information regarding the Stormwater Management Plan and additional information regarding Stormwater Improvements. Bernard Feldman volunteered. Tim Carney offered to assist.

IX. COMMENTS FROM THE PUBLIC

No comments from the public at this time.

X. NEXT MEETING DATE

The next Stormwater Committee Meeting will be Wednesday, April 5th, 4:45PM.

XI. ADJOURNMENT

The meeting adjourned at 6:15PM.

Homeowner & HOA Grant Cost Share Program

Program requirements to consider

- Grant funds are not to be used for projects in the regulated floodplain as mapped by FEMA.
- Grant funds are not to be used to meet the City's or MSD's stormwater regulation requirements for detention or water quality.
- Three bids from qualified consultants (design) and contractors (construction) – how will the program define a qualified? Will a licensed professional for design be required? How will a qualified contractor be determined?
- The program will not fund solutions to problems that the homeowner creates by adding impervious area, changing grading, changing vegetation, or any other changes to the site that impact the flow or infiltration of stormwater.
- Should problems created by nearby new construction be included? Or will this be a civil action between private land owners? Town & Country does not fund solutions to issues caused by upstream/higher elevation new construction.
- HOAs cannot use funding from the City's grant program for maintenance activities required by MSD.
- The entire project must take place within the City limits.
- The property owner is the applicant not the vendor or contractor.
- Invasive species cannot be used.

Questions

What will be funded?

- What type of stormwater management solutions will be funded?
 - Rain gardens?
 - Cisterns?
 - Porous pavers with an underdrain and/or underground detention?
 - Rain barrels?
 - It seems unlikely a homeowner would install a green roof, but should it be included as an approvable option?
 - Vegetated swales?
 - Modified French drains?
 - Amended soils?
 - Stormwater trees?
 - Dry wells?
 - Lawn alternatives if allowed by City code?
- Rain barrels are relatively low cost
 - Would the City consider a simplified submittal and approval process for rain barrels?
 - For example:
 - Homeowners could find a rain barrel they like online;
 - Include a link to the product in the simplified application; and then
 - the City would approve if the gallons was above a set threshold (maybe 50 gallons?).
 - For approved applications, could funds be paid after the homeowner emails a photo of the installed rain barrel?
 - Homeowners could install the rain barrels (no contractor required).
- Live stakes
 - Could live stakes also have a simplified application form and approval process like described above for rain barrels?

How will projects be selected for funding?

- What is the approval/selection process and timeline?
 - Will the program have one or two submission windows per year?
 - What will be the deadline(s) for submission?
 - How long will City staff be allowed for review of submissions?
 - How long will the Stormwater Committee be given for reviews?
- How will individual homeowner projects be scored and ranked?
 - Will volume of detention be a factor in scoring?
 - Will higher scores be given for infiltration-based solutions or solutions that include vegetation? The Deer Creek Watershed Alliance gives 3 out of a possible 3 points for rain gardens and permeable pavers (infiltration-based solutions). Other types eligible of features get 2 points.
 - Will benefits to adjacent or nearby sites be considered in scoring?
 - Will water quality improvement benefits be considered in scoring?
- How will HOA projects be scored and ranked?
 - Will scoring consider if the HOA has been actively maintaining the basin or other stormwater installations?
 - Will scoring consider if the basin is accepting flows from outside the HOA's subdivision?
 - Will basins installed before MSD requirements be scored higher than MSD-required basins?
- What work will be excluded from funding for individual homeowner projects?
 - As listed above: the program will not fund regulatory-required (as required by the City or any other regulatory entity) maintenance activities or new construction.
 - Damage or the relocation of utilities or the homeowner's property such as lawn sprinkling systems, lighting, patios, pools, sheds, and any other structure or system.
 - The homeowners' or HOA trustee's time and efforts to prepare the submittal to the City's grant program – including meetings with City staff and any other time or activities associated with the program.
 - Vegetation around the BMP or replacement of vegetation that was damaged or removed during the construction of the BMP.
 - Clean up costs after construction.

What happens during the installation process?

- Will the City require a simplified Stormwater Pollution Prevention Plan for construction phase?
- What permits, if any, will be required from the City's Building Department?
- Does Planning and Zoning have any concerns or restrictions that should be considered in developing the grant program?
- Will the City require a maintenance agreement for grant-funded projects?
 - If so, what will the agreement require?
 - How will the agreement be enforced?
 - What should be the duration of the agreement?
 - If a maintenance agreement is required, what happens if the site is sold to a new owner?
- If a project is selected, how long will homeowners be given for installation?
 - If the project is not installed within the required timeframe, what happens?

How will site owners be reimbursed?

- What will be required before the City can reimburse the site owner?
 - Site visit by City Staff? Photos?
 - Receipts
 - Complete description of installation that shows:
 - Any differences between what was proposed and what was installed
 - Number of plants
 - Dimensions
- How will the City keep records of grant-funded projects? GIS layer?

Possible submittal requirements

- Description of stormwater problem ideally with photos.
- Description of proposed solution and explanation of how the proposed solution would potentially solve the stormwater problem.
- What efforts, if any, has the site owner made in the past to try to solve the problem?
- Has anything changed on the site or near the site that may have created the stormwater problem or made the stormwater problem worse?

Information in the submittal

- Homeowner(s) name and contact information (phone number and email)
- Location of the site
- Location of laterals – infiltration-based installations should not be constructed over laterals
- Location of underground utilities – make sure homeowners have a locate before design to ensure that proposed work will not be in conflict with underground utilities
- Grade lines (existing and proposed) so that reviewers can determine direction of flows
- Simple project plans showing
 - North arrow
 - Street names
 - Drawing scale
 - Title block with applicant's name, address, who created the plan, date the sheet was created

Existing

- Existing structures – plus show the distance of the proposed BMP to foundations. BMPs should be at least 10 feet from foundations
- Underground utilities including laterals
- Existing trees
- Existing BMPs
- Location of downspout and sump pump discharge
- Existing creek or stream (if applicable) and floodplain (if applicable)
- Property and ROW lines

Proposed

- Proposed location of stormwater management installation
- Simple detail drawing of the proposed installation with dimensions
- Spec sheets (this might be required for sites installing engineered soils or a pre-fabricated device)
- Percent void space of rock used for detention (if applicable)
- Distance of the proposed installation's overflow structure or outlet to the adjacent property line or roadway and/or sidewalk
- Direction flows will discharge

- Detention volume or attenuation of proposed installation
 - For raingardens calculate volume to the top of the spillway
 - For raingardens, estimate drawdown time – too much water sitting too long in a raingarden can cause issues for homeowners
 - How should attenuation be estimated – if estimated at all?