Whitton Expressway EIS

Appendix 4f-B

Coordination

City of Jefferson

John Landwehr
Mayor

Notice of Meeting and Tentative Agenda

Public Works and Planning Committee

Thursday, July 24, 2008
7:45 a.m.
John G. Christy Municipal Building, 320 East McCarty Street
Boone/Bancroft Room (Upper Level)

TENTATIVE AGENDA

1. Introductions

2. Approval of the June 19, 2008 Committee meeting minutes

3. New Business
   - ✓1. Permissive Use of Right-of-way at 4715 Scruggs Road (Matt Morasch)
   - **2. Lane Striping Modification to Industrial Drive from Dix Road to Highway 179 (Matt Morasch)
   - 3. Street and Stormwater Maintenance and Repair Backlog (Matt Morasch)
   - **4. High Street and Madison Street Repair of Settlement Issues (Matt Morasch)
   - **5. Whitton Expressway EIS - Mitigation to the Park Place Park (Olive and Park Street) (Matt Morasch)
   - 6. Summary of Existing Building Codes (Pat Sullivan)
   - 7. Sewer Master Plan Update and Emerging Issues (Eric Seaman)

4. Other Business
   - 1. Citizen opportunity to address Council/Staff on Stormwater Issues and Topics (Matt Morasch)
   - 2. Committee Priorities (Councilman Penfold)

5. Adjournment

✓ next City Council agenda if approved by the Public Works & Planning Committee
* future City Council agenda if approved by the Public Works & Planning Committee
** staff direction requested

MINUTES
JEFFERSON CITY
PUBLIC WORKS AND PLANNING COMMITTEE
Boone/Bancroft Room
John G. Christy Municipal Building
320 East McCarty Street
July 24, 2008

Committee Members Present	Attendance
Dan Klindt	4 of 4
Cindy Layton	4 of 4
Jim Penfold, Chairman	4 of 4
Committee Members Absent	
Mike Harvey, Vice Chairman	1 of 4
Jane Smith	2 of 4

Staff Present
Patrick E. Sullivan, PE, Director of Community Development
Janice McMillan, Deputy Director for Planning and Transportation
Matt Morasch, Deputy Director for Public Works
David Bange, Engineering Division Director
Eric Seaman, Deputy Director for Wastewater Utilities
Don Fontana, Civil Engineer
Britt Smith, Streets/Parking Division Director
Melva Fast, Assistant to the City Administrator
Charles Lansford, Assistant Director of Community Development
Ron Davenport, Building Regulations Division Director
Brenda Wunderlich, Administrative Assistant

Chairman Penfold called the meeting to order at 7:47 a.m. A quorum was present at this time. The following guests were present: Marvin Stuenkel, citizen; Mike Dusenberg, MoDOT District 5; Matt Burcham, MoDOT Central Office; Jason Sommerer, MoDOT District 5; Mark Mehmert, JC Chamber; Steve Albert and Larry Dahl, A & D Development, LLC; David Hagan, Ameren UE; James Stark, Septagon; Alan Mudd, Assoc. RE Group (Old Town Committee); Dan Bernskoetter, Embarq; Phil Freeman, Freeman Mortuary; Jim Wisch, Wavco; and Kris Hilgedick, News Tribune.

1. Introductions

Those present introduced themselves.

2. Approval of the June 19, 2008 Committee meeting minutes

Councilman Klindt moved and Councilwoman Layton second to approve the minutes, motion carried.

3. New Business

1. Permissive Use of Right-of-way at 4715 Scruggs Station Road on Fairgrounds Road (Matt Morasch)

Mr. Morasch explained the request was to locate a private stormwater pipe and inlet extension on City right-of-way. Staff recommends approval of the request with the following conditions:

1. Extend pavement on downstream side of drive 10 ft. and warp to divert stormwater to the curb/ditch line.
2. Seal joint between driveway and pavement on Scruggs Station Road.

Councilman Klindt moved and Councilwoman Layton seconded to refer the Permissive use of right-of-way to the City Council with recommendation to approve, motion carried.

Chairman Penfold explained there is a request from City staff to add an item under New Business to the agenda. Councilwoman Layton moved and Councilman Klindt seconded to amend the agenda to add Item 8 regarding utility easements in support of the vacation of Wall Way, motion carried.

8. Utility Easements in Support of the Vacation of Wall Way

Mr. Morasch explained the utility relocation is a result of the Wall Way vacation. During construction, those utilizing the City parking lot will be allowed to park on the adjacent County grounds and therefore only minor disruption is anticipated for parking customers.

Councilman Klindt moved and Councilwoman Layton seconded to forward this item to City Council with recommendation to approved, motion carried.

2. Lane Striping Modification to Industrial Drive from Dix Road to Highway 179 (Matt Morasch)

Mr. Morasch explained City staff is requesting the Committee review and endorse revising the lane striping on Industrial Drive to a "3-lane" section between Dix Road and Hwy. 179. The request received a favorable recommendation from the Traffic and Transportation Commission at their May meeting.

Councilman Klindt moved and Councilwoman Layton seconded to endorse the lane striping revisions as requested by staff, motion carried.

3. Street and Stormwater Maintenance and Repair Backlog (Matt Morasch)

Mr. Morasch explained the challenges the Street Division is tasked with in maintaining and repairing, street and stormwater failures. He stated the use of in-house crews to clean up and dispose of storm debris from last year's ice storm and a wet spring season has limited staff's ability to begin needed repairs. When the overlay project began staff was then tasked with trucking operations and conducting street repairs in support of the overlay project which stretches the overlay dollars. However this has resulted in a backlog of street repairs. Staff anticipates being able to catch up with most of the repair backlog by late fall by delaying some of the in-house replacement/improvements that were being conducted in the last couple of years.

There was discussion among Committee members and staff regarding sink holes and liability issues.

4. High Street and Madison Street Repair of Settlement Issues (Matt Morasch)

Mr. Morasch explained staff is requesting the Committees concurrence on repairs to the above noted streets, to remedy settlement issues likely caused by settlement of stone fill in utility trenches as a result of the downtown streetscape project. Staff is proposing to have the overly contractor mill a 10-ft. strip out of the middle of the pavement and replace it with asphalt. The cost to complete this work will be approximately $8,000.00. The work will be done at night so as not to disrupt the downtown merchants.

Councilman Klindt moved and Councilwoman Layton seconded to endorse repairs to High and Madison Street's to remedy settlement issue, motion carried.

5. Whitton Expressway EIS – Mitigation to the Park Place Park (Olive and Park Street) (Matt Morasch)

Mr. Morasch stated staff is requesting the Committee endorse a plan for the mitigation of right-of-way impacts to Park Place Park.

Councilman Klindt moved and Councilwoman Layton seconded endorse the plan for the mitigation of right-of-way impacts to Park Place Park subject to endorsement by the Parks Commission, motion carried.

6. Summary of Existing Building Codes (Pat Sullivan)

Mr. Sullivan gave a presentation of the importance of building codes in existing structures.

There was discussion among Committee members, staff, and the Old Towne Redevelopment Committee members regarding existing building codes, compliance issues, staff enforcement, fire protection requirements, encouraging first time buyers, and protection of public health and safety.

Councilman Klindt requested staff get a copy of the Springfield, Missouri codes pertaining to existing structures, for the Committee to review. Chairman Penfold explained there would be additional discussion on this item at a future Committee meeting.

7. Sewer Master Plan Update and Emerging Issues (Eric Seaman)

Mr. Sullivan gave a presentation explaining the disinfection mandate under the State operating permit and the sewer master plan update needed for the Wastewater system. He also explained the problems of wet weather sewer overflows in the Boggs Creek basin. Staff is requesting the Committee authorize the hiring of consultant to do the user rate study and the master plan update. Funding will be from the Wastewater Fund.

Councilwoman Layton moved and Councilman Klindt seconded to endorse a user rate study contract and the master plan update, motion carried.

* Councilman Klindt left the meeting at this time (9:21 a.m.).

4. Other Business

1. Citizen opportunity to address Council/Staff on Stormwater Issues and Topics (Matt Morasch)

There was no one present regarding discussion of this issue.

2. Committee Priorities (Councilman Penfold)

- Chairman Penfold requested this item to be continued.

5. Adjournment

Chairman Penfold announced the meeting was adjourned at this time (9:23 a.m.).

Respectfully Submitted,

Brenda Wunderlich

Brenda Wunderlich
Administrative Assistant

City of Jefferson

John Landwehr
Mayor

Parks and Recreation Commission Meeting
August 12, 2008
Washington Park Ice Arena
711 Kansas Street, Jefferson City, MO 65101
4:30 p.m.

AMENDED AGENDA

I. Call to Order

II. Roll Call

III. Approval of Agenda

IV. Presentations

- **A. City Council Liaison Comments**
- **B. Environmental Quality Commission Liaison - Marty Miller**
- **C. Whitton Expressway EIS - Mitigation to Park Place Park (Olive & Park Streets) - Michael Dusenberg-MoDOT**
- **D. Immigration Reform Legislation Potential Impact on Parks and Recreation - Drew Hilpert - Assistant City Counselor**

V. Approval of Minutes

- **A. Regular Meeting - July 8, 2008**
- **B. Special Commission Meeting - July 29, 2008**

VI. Staff Reports/Progress Reports

Subject

- **A.** ***Director's Report***
  1. **July Financial Report**
  2. **2008-09 Budget Update**
  3. **Facility Use Agreement with Jefferson City Figure Skating Club**
  4. **Facility Use Agreement with Jefferson City Youth Hockey Association**
  5. **Facility Use Agreement with Central Missouri Youth Hockey Association**
- **B.** ***July Recreation & Support Services Report*** — ***Tina Werner***
- **C.** ***July Recreation Facilities & Special Services Report*** — ***Phil Stiles***
- **D.** ***July Resources Report*** — ***J.J. Gates***

VII. Committee Reports and Actions

- **A.** ***Recreation Services Committee*** — ***Steve Duncan***
  1. **No work session has been held since the last Commission meeting.**
  2. **Approve Program and Facility Participant Disciplinary and Grievance Procedure.**
  3. **Next Work Session tentatively scheduled for October 28, 2008 at 7:30 a.m.**
- **B.** ***Park Resources and Planning Committee***
  1. **No work session has been held since the last Commission meeting.**
  2. **Next Work Session tentatively scheduled September 23, 2008 at 7:30 a.m.**

C. *AdHoc Oak Hills Advisory Committee* — *Linda McAnany*

1. **No work session has been held since the last Commission meeting.**
2. **Next Work Session tentatively scheduled for August 19, 2008 at 5:30 p.m.**

VIII. President's Report/Announcements — *Steve Duncan*

A. 2008-09 Committee Organization

IX. Old/Other Business

X. Adjournment

Notice of
Public Hearing
Immediately following the Parks and Recreation Commission Meeting at approximately 5:30 p.m.
Whitton Expressway Environmental Impact Study as related to Park Place Park

The Parks and Recreation Commission and MoDOT will jointly host an open house public hearing to solicit and receive public comment regarding the impact of proposed street improvements on Park Place Park.

The Public Hearing will conclude at approximately 6:30 p.m.

Minutes
City of Jefferson
Parks & Recreation Commission
Meeting
August 12, 2008

ROLL CALL	***ATTENDANCE RECORD***	***STAFF PRESENT:***
COMMISSION PRESENT:		
Michael Couty	3-3	Director:
Steve Duncan	3-3	Bill Lockwood
Linda McAnany	3-3	General Recreation and Support Services Division Director:
Marty Miller	3-3	Tina Werner
Larry Vincent	3-3	Recreation Facilities and Special Services Division Director:
Heidi Doerhoff Vollet	3-3	Phil Stiles
ABSENT:		Park Resources Division Director:
Gart Pollard	2-3	J.J. Gates
Dr. Bryan Pope	2-3	Administrative Assistant:
Edith Vogel	2-3	Amy Shaw
CITY COUNCIL LIAISON:		
None		**Press:** Kris Hilgedick, News Tribune
		Guests: Steve Rasmussen-City Administrator; Drew Hilpert-Law Department; City Councilwoman Anita Randolph; Michael Dusenberg-MoDOT; Kristy Rydman-JCFSC

CALL TO ORDER

The meeting was called to order by President Duncan at 4:40 p.m. in the Multipurpose Room of the Washington Park Ice Arena, 711 Kansas Street, Jefferson City, MO 65101.

APPROVAL OF AGENDA

President Duncan asked for approval of the agenda as presented. Commissioner McAnany made a motion to approve the agenda. The motion was seconded by Commissioner Vollet. The motion passed with all voting in favor.

PRESENTATIONS

CITY COUNCIL LIAISON COMMENTS

President Duncan welcomed Councilwoman Randolph to the meeting and reported that she will likely be appointed to the Commission as City Council Liaison. Councilwoman Randolph stated she would be pleased if the City Council appoints her to the Commission as she has been a longtime advocate of Parks and Recreation and feels they offer many benefits to the community.

ENVIRONMENTAL QUALITY COMMISSION

Commissioner Miller reported that no meeting has been held since the last Commission meeting. The next meeting is scheduled for August 21, 2008.

WHITTON EXPRESSWAY EIS - MITIGATION TO PARK PLACE PARK (OLIVE & PARK STREETS)

Director Lockwood introduced Michael Dusenberg of the Missouri Highway and Transportation Department (MoDOT). Lockwood stated he has had the opportunity to work with Dusenberg on the

CAMPO Technical Committee and Dusenberg serves as the Planning Manager for MoDOT District 5. Lockwood reported there has been a long-term study relative to what should be done with Highway 50 East through Jefferson City in relation to the Prison Redevelopment Site. Lockwood stated that Dusenberg would provide an update and request support of a plan that MoDOT hopes to put in place.

Dusenberg stated that MoDOT and Cole County began a partnership a little over a year ago to perform an environmental impact statement and determine the impact that would be caused by the Prison Redevelopment Site in relation to Whitton Expressway. Dusenberg stated that MoDOT is now working on the "draft" environmental document and MoDOT feels that the best alternative involves a two-pronged approach that would include a full interchange at Lafayette Street and would also leave Lafayette Street as a three-lane roadway. As a part of the two-pronged approach, MoDOT is also looking at the access of Lafayette Street that would create an extension of Clark Avenue. Dusenberg stated that Commissioners would see in the handouts provided what the access would look like at Clark Avenue and how it would affect Park Place Park by seven hundredths of an acre. What MoDOT is seeking from the Commission is support of the proposal so that when MoDOT goes through two necessary adjacent properties to the south of the park, MoDOT would acquire those entire properties and trade off the access right-of-way for the area of the park that is affected.

Following a brief discussion of the Commission, **Commissioner Vincent made a motion to endorse the conceptual proposal as presented by MoDOT. The motion was seconded by Commissioner McAnany. The motion passed with all voting in favor.**

IMMIGRATION REFORM LEGISLATION POTENTIAL IMPACT ON PARKS AND RECREATION

Drew Hilpert of the City's Law Department spoke briefly updating Commissioners on some state legislation passed recently that will have impact on City contracts exceeding $5,000. He reported that contractors will have to sign an affidavit stating they will participate in a federal work authorization program that will verify that all employees are lawfully able to be in the United States. Secondly, the contractor will have to sign an affidavit that they do not knowingly employ unauthorized aliens and any contractor will now have to provide ten hours of OSHA training to all employees working on each job. Additionally, Hilpert stated that all City employees will now have to go through the e-verify process as there is also a requirement that no person can receive health insurance or insurance benefits without being verified.

APPROVAL OF MINUTES

REGULAR MEETING - JULY 8, 2008 & SPECIAL MEETING - JULY 29, 2008

Commissioner McAnany made a motion to approve the meeting minutes of the July 8, 2008 Regular meeting and the July 29, 2008 Special meeting. The motion was seconded by Commissioner Miller. The motion passed with all voting in favor.

STAFF REPORTS/PROGRESS REPORTS

DIRECTOR'S REPORT

JULY FINANCIAL REPORT

Director Lockwood stated he had nothing particular to note other than the summer months are the heaviest expenditure time and overall it appears that the department will be coming in under budget. Lockwood stated that last month he reported there was a 1.8% increase in the Local Parks Sales Tax collection, but he received an updated report last week from the Finance Department showing it is up from 1.8% to 2.6%. He was unsure if the increase would remain the same through the rest of the year, but the collection was better news than was previously reported.

2008-2009 BUDGET

Director Lockwood updated Commissioners on the budget status since the last work session. He stated that the City Council held a special meeting August 11th wherein the Mayor introduced the budget to the Council. The only change that was relative to Parks and Recreation to bring the general fund into balance was that the Mayor cut $22,500 from the $45,000 allotted to Parks and Recreation from the Operating Reserves to maintain street trees. Lockwood stated that currently staff is spending more than $45,000 and he would have to monitor and clarify any workload responsibilities to assure we are in compliance with the City ordinance relative to street trees.

FACILITY USE AGREEMENT WITH JEFFERSON CITY FIGURE SKATING CLUB; FACILITY USE AGREEMENT WITH JEFFERSON CITY YOUTH HOCKEY ASSOCIATION and FACILITY USE AGREEMENT WITH CENTRAL MISSOURI YOUTH HOCKEY ASSOCIATION

Director Lockwood stated that one of the goals in working through all of the special meetings, hearings, and sub-committee meetings with issues related to the ice arena was to get back into the practice of entering into formal written agreements with the major user groups. In the past, agreements were similar to what is included in the meeting packet. Lockwood stated that Drew Hilpert of the City's Law Department, Phil Stiles and Missy Morarity have spent a lot of time going through the three agreements for the user groups. Lockwood stated that the agreements have not been presented to any of the groups yet because contracts are first approved by the Commission before submitting them to the user groups for execution.

Commissioner Vollet asked how the hourly rates are figured for each group. Lockwood stated that staff tries to set fees according to the Cost Recovery and Philosophy Policy to be a break-even operation. He stated that several years ago we did a market analysis with other rinks to come up with a reasonable hourly rate.

Following further discussion, **Commissioner Miller made a motion to approve the Facility Use Agreement with Jefferson City Figure Skating Club, Jefferson City Youth Hockey Association and Central Missouri Youth Hockey Association subject to approved wording changes outlined by Drew Hilpert of the City's Law Department. The motion was seconded by Commissioner McAnany. The motion passed with all voting in favor.**

JUNE GENERAL RECREATION & SUPPORT SERVICES REPORT

Tina Werner, General Recreation and Support Services Division Director, reported that the youth baseball and softball leagues are finished, but there were some teams that were not able to play their last two or three games due to rainouts. Staff is working to determine whether credits should be issued.

Werner reported that an end of the summer softball meeting is scheduled for August 23rd to evaluate the youth softball program and invited Commissioners to attend. She stated that Angie Toebben would be sending notice of this meeting to all parents involved in the summer softball programs.

Werner reported that registration ended on August 11th for the NFL Flag Football program. This program is for kids in grades 1-4.

In adult sports, Werner reported that the summer softball program will end this week and the fall league starts the week of August 18th. Volleyball registration ended on August 11th and there are 32 teams registered.

In golf, Werner stated that play is down by 700 rounds year-to-date and approximately $5,000 in revenue.

JUNE RECREATION FACILITIES & SPECIAL SERVICES REPORT

Phil Stiles, Recreation Facilities and Special Services Division Director, reported that Ellis Porter Pool closed Sunday, August 10th and Memorial Park Family Aquatic Center closes on August 17th with the Hot Dippity Dog Event.

Stiles reported that movie nights on the Capitol lawn co-sponsored by the Missouri River Regional Library, Downtown Association, U.S. Cellular and Parks and Recreation went well. The last movie of the season was held on August 8th with approximately 1,300 people attending.

The Washington Park Ice Arena opened for the season on August 1st. A Hockey camp was held last week and public sessions are being held throughout the week.

In closing, Stiles reported that the fall/winter Program Guide was published on August 3rd and was distributed through the News Tribune. Copies are also available at the Parks office.

JUNE PARK RESOURCES REPORT

J.J. Gates, Park Resources Division Director, reported the two new holes at the Golf Course will be opened for the Mayor's Cup and will be open to the general public on Saturday, August 16th.

Gates reported that the greenway extension through County Park is about 50% complete.

Gates stated that staff is working to increase space at the Park Maintenance Center now that the roof has been installed on the new expansion.

In closing, Gates reported that work continues on the Washington Park Recreation Center as staff works to replace some concrete and asphalt in the parking lot and finish the interior of the building.

COMMITTEE REPORTS AND ACTIONS

A. RECREATION SERVICES COMMITTEE

Director Lockwood once again presented the Program and Facility Participant Disciplinary and Grievance Procedure to Commissioners for their review. Lockwood stated that he made an insert in wording to further clarify the procedure.

Following minimal discussion, **Commissioner Vollet made a motion to approve the Program and Facility Participant Disciplinary And Grievance Procedure. The motion was seconded by Commissioner McAnany. The motion passed with all voting in favor.**

The next work session is tentatively scheduled for October 28, 2008 at 7:30 a.m.

B. PARK RESOURCES AND PLANNING COMMITTEE

No work session has been held since the last Commission Meeting. The next work session is tentatively scheduled for September 23, 2008 at 7:30 a.m.

C. AdHoc OAK HILLS ADVISORY COMMITTEE

No work session has been held since the last Commission Meeting. The next work session is tentatively scheduled for August 19, 2008 at 5:30 p.m .

PRESIDENT'S REPORT/ANNOUNCEMENTS

President Duncan called attention to information at each member's seat. He stated that these names are citizens in the community, who have in the past, volunteered for one of the three committees. He reported that he and Director Lockwood would work to finalize the committee structure within the upcoming week.

OTHER BUSINESS

None.

ADJOURNMENT

The regular meeting adjourned at 6:10 p.m.

Whitton Expressway EIS

Jefferson City Parks Board Meeting
August 12, 2008

Name	Company/Organization	Address, City, State, Zip	E-mail	Phone
Mary R. Smith		1113 Park J.C. Mo 65101		573-635-4253
Ken Enloe		1307 Elmerina Ave.		573-635-3966
[illegible]		609, [illegible]		515-658-5599
Cathy Bordner		927 Fairmount BLVD		573/893-2729

City of Jefferson

320 E. McCarty Street
Jefferson City, MO 65101

John Landwehr
Mayor

Phone: 573-634-6304
Fax: 573-634-6522

October 6, 2008

Roger Schwartze, P.E.
District Engineer
Missouri Department of Transportation
1511 Missouri Boulevard, P.O. Box 718
Jefferson City, Missouri 65102

Dear Roger:

The City of Jefferson is aware that the proposed preferred alternative for the Whitton Expressway EIS, specifically as it pertains to access to the Missouri State Penitentiary (MSP) site, involves a future extension of Clark Avenue into the eastern end of the MSP site. Our understanding is that the current proposal for the Clark Avenue extension would parallel Olive Street south to north. As such, the extension would impact 0.07 acres of the eastern portion of the Park Place Park's 0.7 acres.

As you are aware, Park Place Park is a neighborhood park owned and maintained by the Jefferson City Department of Parks, Recreation and Forestry. The portion of the park that would be impacted is currently an open grassy area. No impacts are anticipated to the western portion of the park, which includes a basketball court. Given the minimal impacts, the City does not anticipate that the proposed project would adversely impact the park's primary activities, features and attributes. The mitigation plan, as proposed to the Parks and Recreation Commission at their August 12, 2008 meeting, would involve replacing the open grassy area adjacent to the existing basketball court with nearly 0.2 acres of land from properties immediately north or south of the park. This is more than twice the area impacted. The Parks and Recreation Commission voted unanimously in favor of the mitigation plan.

Since Clark Avenue is under the responsibility of the City of Jefferson, Mike Dusenberg, District 5 Planning Manager, presented the Park Place mitigation plan to the Jefferson City Public Works and Planning Committee at their July 24, 2008 meeting. The Public Works and Planning Committee is also supportive of the proposal.

Considering the support of the Parks and Recreation Commission as well as the Public Works and Planning Committee, the City of Jefferson fully concurs with the Park Place proposal as outlined in the Whitton Expressway draft Environmental Impact Statement.

If you require any further action on this issue, please feel free to contact me.

Sincerely,

John Landwehr
Mayor