JOINT WORK SESSION MEETING
AGENDA
CITY OF CREVE COEUR
CITY COUNCIL &
PARKS AND HISTORIC PRESERVATION COMMITTEE
300 NORTH NEW BALLAS RD
MAY 28, 2024
6:00 PM

CALL TO ORDER

ROLL CALL

DISCUSSION ITEMS

1. **Approval of May 13, 2024, City Council Work Session Minutes**
2. **Venable Park Concept Plan and Memorial Artwork Review**
   Summary: Staff will review the preliminary design for Venable Park, as well as provide an update on the status of the memorial artwork for the park.

ADJOURNMENT

Pursuant to Section 610.022 RSMo., the City Council could, at any time during the meeting, vote to close the public meeting and move to closed session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney as provided under Section 610.021(1) RSMo. and/or personnel matters under Section 610.021(13) RSMo. And/or employee matters under Section 610.021(3) RSMo. and/or real estate matters under Section 610.021(2) or other matters as permitted by Chapter 610.

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.

WORK SESSION MEETING
MINUTES
CITY OF CREVE COEUR
CITY COUNCIL
300 NORTH NEW BALLAS RD
MAY 13, 2024
6:00 PM

CALL TO ORDER

A work session meeting of the City Council of the City of Creve Coeur was called to order by Mayor Robert Hoffman at the City Council Chamber, 300 North New Ballas Rd, City of Creve Coeur Government Center, Creve Coeur, MO 63141 on Monday, May 13, 2024, at 6:00 PM.

ROLL CALL

Mayor Robert Hoffman
Council Member, Ward 1 Mark Manlin
Council Member, Ward 1 Donna Spence
Council Member, Ward 2 Tim Carney
Council Member, Ward 2 Nicole Greer
Council Member, Ward 3 David Hoffman
Council Member, Ward 4 Joseph Martinich
Council Member, Ward 4 Scott Saunders

Council Member, Ward 3 Sari Neudorf was absent.

Also present: Incoming Council Member, Ward 2 Kimberly Norwood and Incoming Council Member Drew Newman.

Staff Present: City Administrator Mark Perkins, Assistant City Attorney Stephanie Karr, Director of Finance Lori Obermoeller, Director of Public Works Jim Heines, Acting Director of Public Works Steven Berecz, Director of Recreation Jason Valvero, Assistant City Administrator Sharon Stott, Chief of Police Jeffrey Hartman, HR Generalist Janet Rueschhoff, and City Clerk Kellie Henke.

DISCUSSION ITEMS

1. **Approval of April 24, 2024, City Council Joint Work Session Minutes**

Mayor Hoffman introduced incoming Council Member Ward 2 Kimberly Norwood and Council Member Ward 3 Drew Newman.

WORK SESSION MEETING
MINUTES
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CITY COUNCIL
300 NORTH NEW BALLAS RD
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RESULT: APPROVED (UNANIMOUS)
MOVER: Council Member Ward 3 Hoffman
SECONDER: Council Member Ward 2 Carney
AYES: Manlin, Spence, Carney, Greer, Hoffman, Martinich, Saunders

The vote on the motion being 7 ayes and 0 nays, motion carried.

2. **Fiscal Year 2025 Proposed Budget Follow Up**

City Administrator Mark Perkins provided an overview of the FY25 Capital Improvement Fund (CIP) budget (see Exhibit A, slides 32-56) and discussed projected grant funding for the New Ballas, Craig Road, and Lindbergh - Old Olive Intersection CIP projects. Mr. Perkins stated the Lindbergh - Old Olive Intersection project is an essential component of the Great Rivers Greenway Centennial Trail. Mr. Perkins discussed the FY25 CIP Fund Expenditures including building and improvements, park and recreational facilities, street and sidewalk improvements, capital equipment, and personnel.

Director of Finance Lori Obermoeller provided an overview of the FY25 revenues and expenses for the Debt Service Fund and FY25 expenses from the Police Building Fund. Ms. Obermoeller stated the rate on the bonds averages around three percent.

Mr. Perkins discussed projected revenue sources for the Public Safety Fund, including a half-cent county wide public safety sales tax and additional sales tax on recreational marijuana. Mr. Perkins provided a breakdown of how the funds are to be allocated: police operating costs, public safety capital expenditures, police building maintenance and operations, and police pension liability. Mr. Perkins also discussed expenses in FY24 and the projected expenses in FY25.

Chief of Police Jeffrey Hartman provided an overview of FY25 Capital Expenditures of the Public Safety Fund, including walkie talkies, gas masks, and a community resource dog. Council Member Manlin confirmed the cost of the resource dog includes the purchase of the animal, training for the animal, and training for the handler. Chief Hartman stated Purina has offered to donate food and the Creve Coeur Crime Prevention partnership would pay for fifty percent of the cost and potential donations may cover the remainder.

Mr. Perkins provided an overview of the Parks and Stormwater Fund and stated the tax was adopted by Creve Coeur residents in 2020 and the revenue generated is not subject to county sharing. Mr. Perkins discussed the projected FY25 revenues and expenses, including park projects, stormwater projects, capital equipment, and project administration.

Council Member Spence confirmed there is no designated funding amounts for either stormwater or park projects. Ms. Obermoeller stated City policy states that 20% of the funds are to be used towards the maintenance and operations of the parks. The funding can be allocated at the Council's discretion,

Mr. Perkins provided an overview of the Municipal Enterprise Fund and stated it consists of the Golf Course and Ice arena budgets. Mr. Perkins discussed projected FY25 revenues and expenses and stated the goal of these funds is to cover all operating costs with user fees. Mr. Perkins stated rate increases for golf and the ice arena may be considered in the fall.

Ms. Obermoeller provided an overview of the Sewer Lateral Fund and stated in October 1, 2023 the City's reimbursement rate increased from fifty percent to seventy percent. Ms. Obermoeller stated residents pay $28 per year on their property tax bills.

Council Member Carney confirmed FY25 includes $225,000 funding from the Metropolitan St. Louis Sewer District (MSD) for the Deer Creek Operations, Maintenance, Construction, and Improvement Taxes (OMCI) taxing district. Mr. Perkins stated that due to the recent passing of Proposition S, MSD is seeking input from cities whether to continue operation of the Deer Creek OMCI district, and if so, at what rate. Mr. Perkins recommends setting the tax rate to fifty percent of the current rate in order to maintain the current revenue amount.

3. Proposed FY25 Employee Benefit Enhancements

Assistant City Administrator Sharon Stott summarized the Comprehensive Benefit Survey that was conducted by the City in 2022 and provided an overview of the City's strengths and the benefit enhancements made in FY23 and FY24. These enhancements contributed towards the City’s goal of making Creve Coeur more competitive and responsive to employee requests (see Exhibit B). Ms. Stott stated the survey supported Goal 1 of the Creve Coeur 2023-2025 Strategic Plan: Invest in City Services to make them effective and efficient by retaining and attracting qualified employees through competitive pay and benefits.

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Ms. Stott discussed possible benefit enhancements for FY25. Discussion included paid time off and retirement benefits. Ms. Stott stated recommendations made by staff were based on the Comprehensive Benefit Survey results, discussions with Department Heads, and feedback from employees during informational meetings and in the questionnaire results.

Ms. Stott discussed a paid time off suggestion for adding 120 hours annually of paid Family and Medical Leave Act (FMLA) for each employee. Ms. Stott stated that current City policy requires concurrent use of accrued paid leave until exhausted and then unpaid leave applies. Ms. Stott provided an overview of the pros and cons.

Due to the upcoming start time of the regular City Council meeting, Mr. Perkins stated the remainder of the discussion will be added as an item under Business from the City Administrator.

ADJOURNMENT

The meeting adjourned at 7:26 PM.

Submitted by:

Kellie Henke
City Clerk

Dr. Robert Hoffman
Mayor

Exhibit A

FY 2025 Proposed Budget

Joint Work Session

City Council & Finance Committee

April 24, 2024

FY25 Annual Budget Overview

- Proposed budget provides resources for meeting high expectations of the community

- City continues to be financially strong

  - AAA Bond Rating

  - General Fund Revenues increased 8% between FY21 and FY23 as a result of $5M from CARES & ARPA

FY25 Annual Budget Overview

- General Fund revenues increased an average of 1.1% over 10 years until FY23, but sales and utility taxes have increased significantly over last 2 years

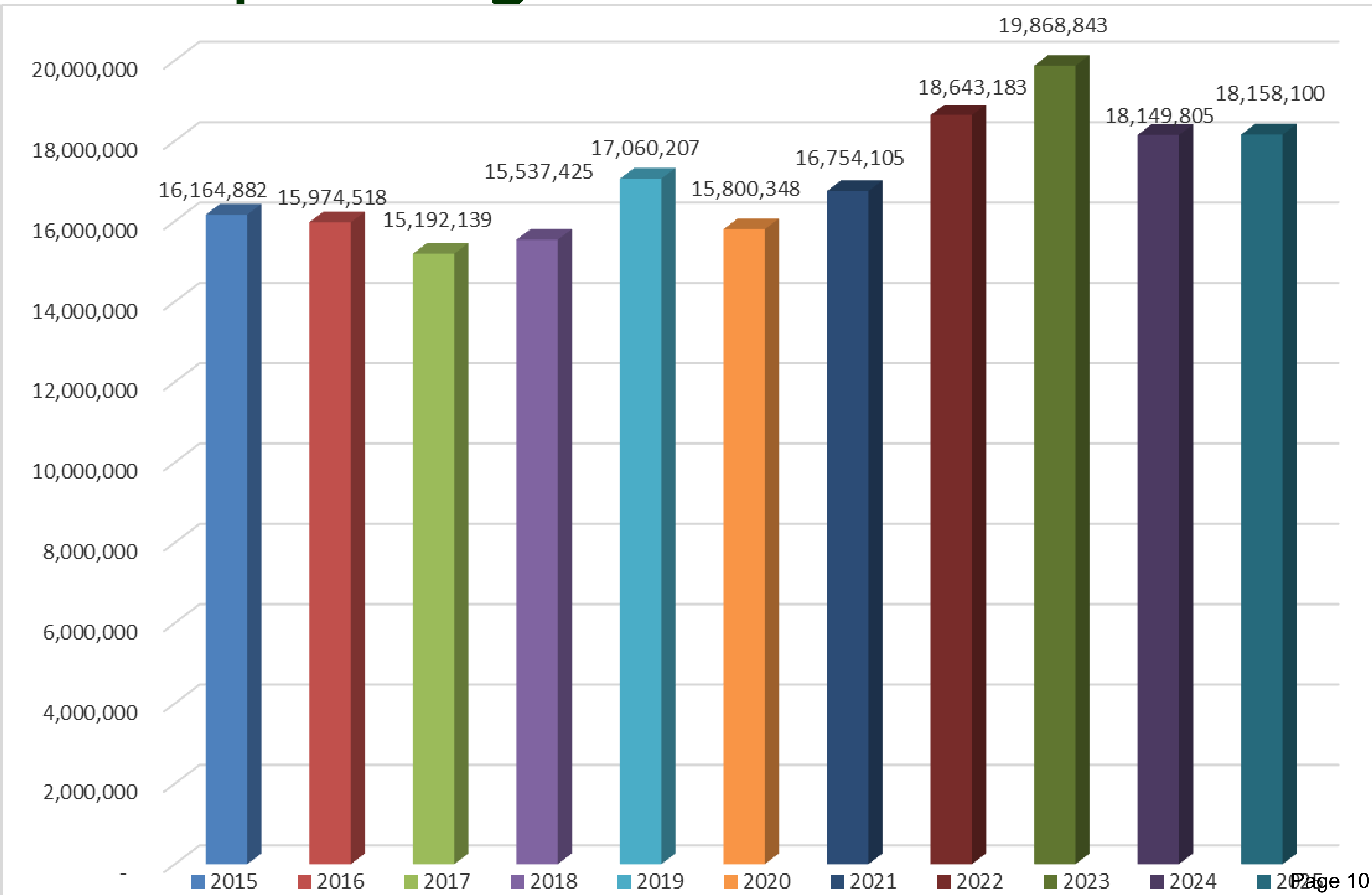
- General Fund unassigned balance of $13.8M, or 77.9% of annual expenditures after:

  - Increase in facilities reserves from $3M to $7M
  - Increase in street reserves from $1M to $2M

FY25 Annual Budget Overview

- Expenditure growth average of 2.2% over 10 years
- Personnel Costs have increased significantly over last two years
  - Several long-standing vacancies have been filled
  - Larger salary increases to maintain market competitiveness

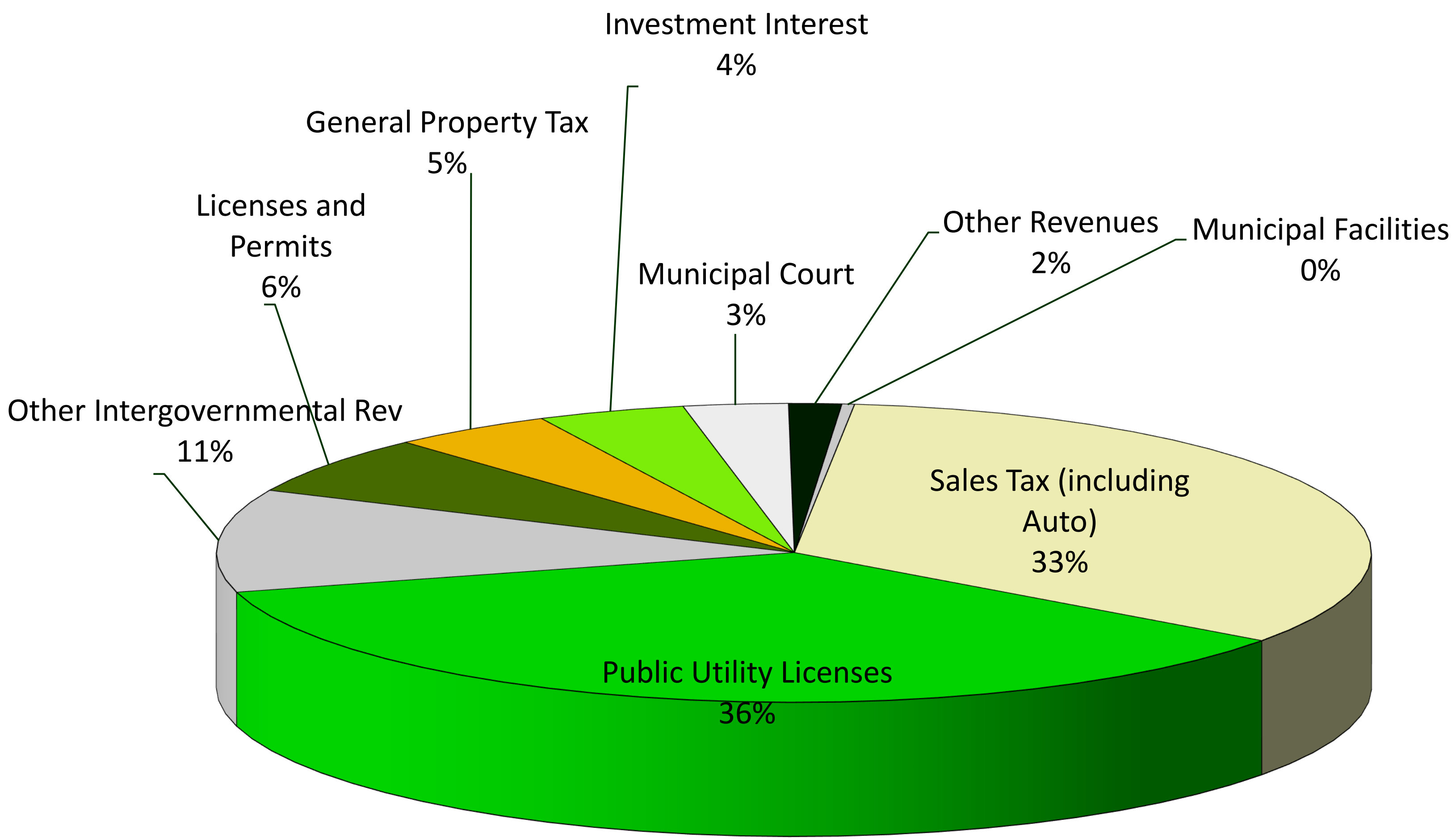
General Fund 10 Year Operating Revenue Trend



FY25 General Fund Revenues

Sales Tax (including Auto)	$6,055,864
Public Utility Tax	$6,485,293
Other Intergovernmental Rev	$2,017,749
Licenses and Permits	$1,160,319
General Property Tax	$824,867
Investment Interest	$750,000
Municipal Court	$532,270
Other Revenues	$267,739
Municipal Facilities	$64,000
Total	$18,158,100

General Fund Revenues by Class



General Fund Revenues

- Sales Tax: Average increase 6.71% since FY21;
  - Projected increase of 1% in FY25

- Utility Tax: Average increase 6.13% since FY21
  - Projected increase of 1% in FY25, except Phone decrease 2%, so net increase only .6%

- Building Permits
  - Projected decrease of 5.5% in FY25, based on 5-year avg.

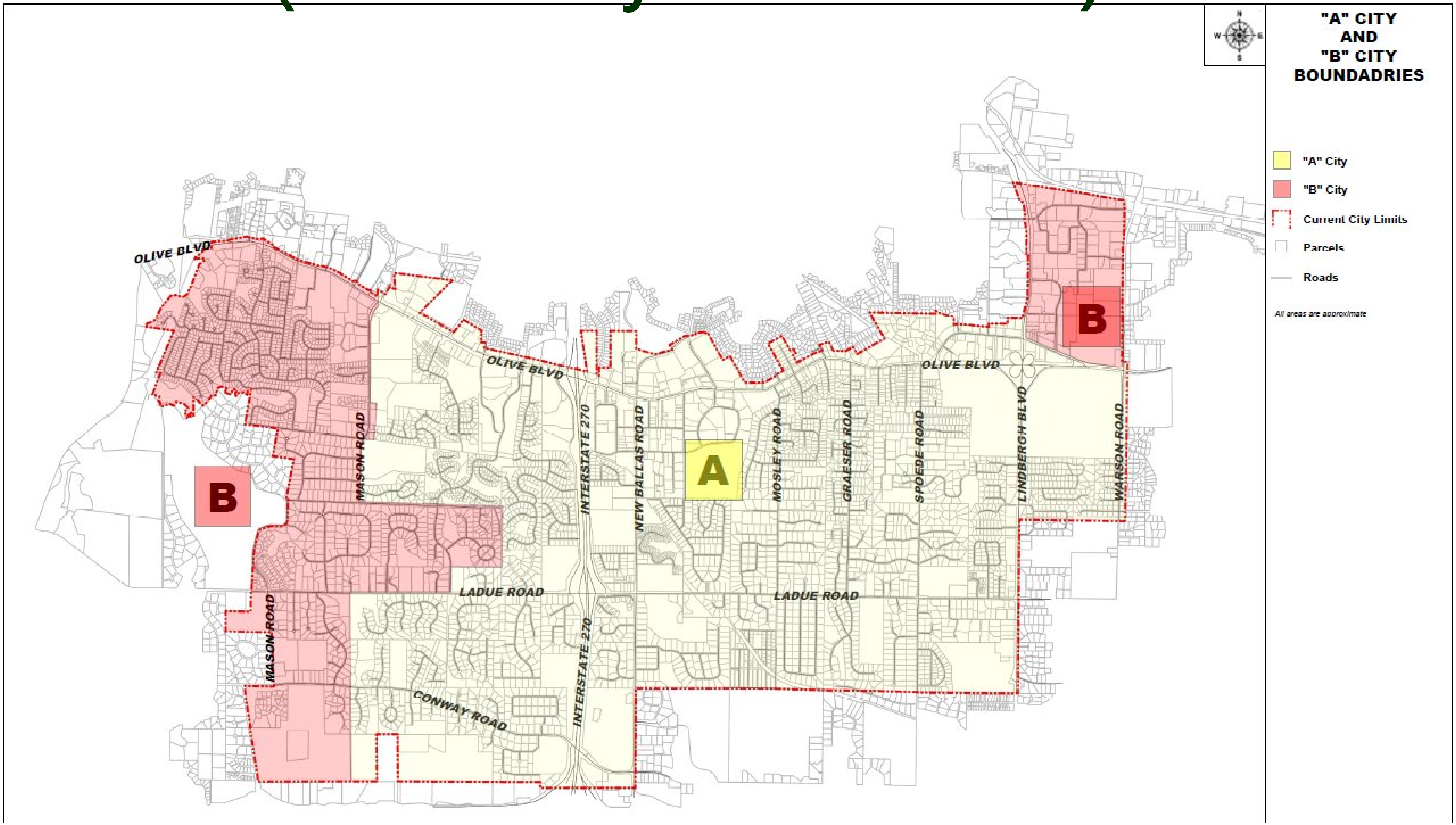
General Fund Revenues

- Real Estate Tax:
  - Projected increase of 1% in FY25
  - Amount of increase is limited to rate of inflation and any new construction
  - Real estate taxes comprise less than 5% of city's General Fund Revenues
  - Tax rate is projected to remain at $.067 for residential and from $.080 for commercial per $100 AV due to a non-reassessment year

General Fund Revenues

- Sales Tax Sharing
  - 1993 Legislation requires sharing by “A Point of Sale” cities based on sliding scale formula
  - Annexed Areas - “B Pool” – Shared County-wide based on population
  - Creve Coeur includes both “A” and “B” Areas
  - “A” City - $5.7M less $1M sharing
  - “B” City - $1.1M

General Fund Revenues (A & B City Boundaries)



Property Tax Rate

Assessed Value: Res 0%; Personal Property 0%

Tax Year	2023	2024	$ Change
Real property			
Market value	500,000	500,000	
Tax rate	0.067	0.067	
Real Estate Tax	**$63.65**	**$63.65**	**$0.00**
Personal property			
Market value	30,000	30,000	
Tax rate	0.000	0.000	
Personal Property Tax	**$0.00**	**$0.00**	**$0.00**
Debt Service Levy			
Police Building & Renovations	0.082	0.082	
Debt Service Levy on Res.	**$77.90**	**$77.90**	**$0.00**
Debt Service Levy on PP	**$8.12**	**$8.12**	**$0.00**
Sewer lateral assessment			
Per Home	**$28**	**$28**	**$0**
Net tax effect	**$177.67**	**$177.67**	**$0.00**

FY25 Revenue Outlook

- Overall General Fund Revenues are Flat from FY24 at $18M
- Utility Taxes are flat at $6.5M from FY24 as a result of phone decreasing 2% from FY24
- Intergovernmental Revenues (including sales tax) is projected to increase $163K or 2% from FY24 (due to 10% increase in Gasoline Tax)
- Licenses & Permits are projected to decrease $153K or 11.6% due to Building Permits coming off record years & returning to normal 5-year trend

FY25 General Fund Transfers

- **Transfer In from Public Safety Fund: $799,822**
  - PD moved to 12-hour shift in FY19; Market equity and Step Plan pay adjustments in FY22, FY23 and FY25; now includes 20% of Sales Tax (used to be expense in PS, but now Transfer In to GF to cover PD Pension Costs)
- **Transfer in from Park & Stormwater Fund: $565,988**
  - Represents 20% of P&S Sales Tax revenues to supplement park and stormwater operations/maintenance
- **Transfer out to Capital Improvement Fund: $500,000**
  - A portion of county road & bridge tax revenue, to pay for road improvements – increased by $100K

General Fund Reserves

FY25 Projected Ending Balance - $22.9M

- City Policy – Reserve shall be no less than 33% of annual expenditures
- A portion of city's fund balance is proposed for dedication to future specific purposes:
  - $7M dedicated for future facility needs
  - $1M added each year going forward until FY28
  - $2M dedicated to future street improvements (up $1M)

FY25 Projected Unassigned Ending Balance - $13.8M or 77.9%

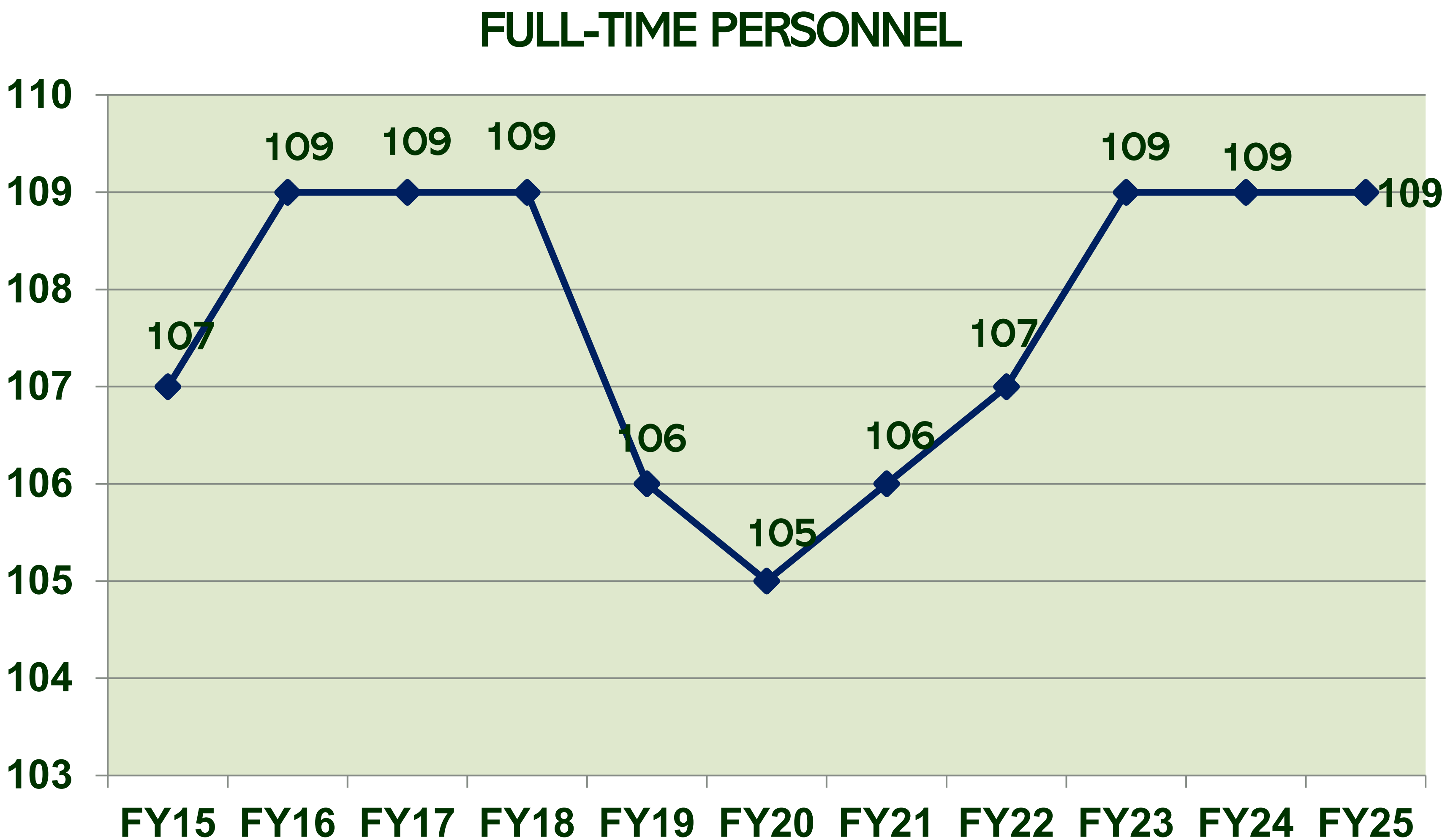
General Fund Expenditures By Category

	FY24 Estimated	FY25 Projected	% Change
Personnel Services	$12,515,988	$12,685,089	1.4%
Operating Expenses	$4,613,633	$4,806,360	4.2%
Capital Outlay	$758,150	$260,990	(65.6%)
TOTAL	**$17,887,771**	**$17,752,440**	**(.76)%**

General Fund Personnel FY25

- 2% Increase in Minimum & Maximum Salary Ranges & Market Equity for all Merit-Based Positions & 3.5% Increase for all Step-Based Grades ($232,278)
- 4% Merit Increase for Merit-Based employees & 3.5% Increase for all Step-Based employees ($257,800)
- Full-time staffing remains at 109

10-Year Staffing Levels



Local Gov't Employees Retirement System (LAGERS)

- In FY24, City moved remaining Legacy Plan employees (23) to LAGERS
- Upgraded LAGERS plan
- Provided a COLA to current retirees
  - (One-time cost $2.4M)
- Transferred Legacy Plan admin to LAGERS
- City has no further obligation to Legacy Plan;
  - Most recent annual Legacy Plan cost was $1.2M

Local Gov't Employees Retirement System (LAGERS)

- FY25 City contribution is $1,458,034 up from $1,209,408 reflecting a full year in LAGERS and full staffing

- Employees contribute 4% of salary to LAGERS ($468,318)

St. Louis Area Insurance Trust (SLAIT)

- Self-insured pool - 27 member cities/agencies
- Worker's compensation, general liability and health;
- Funds for each segment of the pool are legally separate
- Worker's Compensation
  - FY25 includes a 5% increase in the rate
  - Rate Mod went from 1.03 to 1.32 (additional 28%)
- Liability – FY25 includes a 10% increase

SLAIT Health Insurance

- Health Insurance Premium + 7.5% for FY25 – $97K
- 15 year avg increase: 4.5%
- Total City Cost FY25 - $1,417,250
- Employee contribution - $290,578
- Spousal Surcharge ($200/month) – 6 active employees & 3 retirees
  - estimated savings - $125K annually

General Fund Operating Expenditures

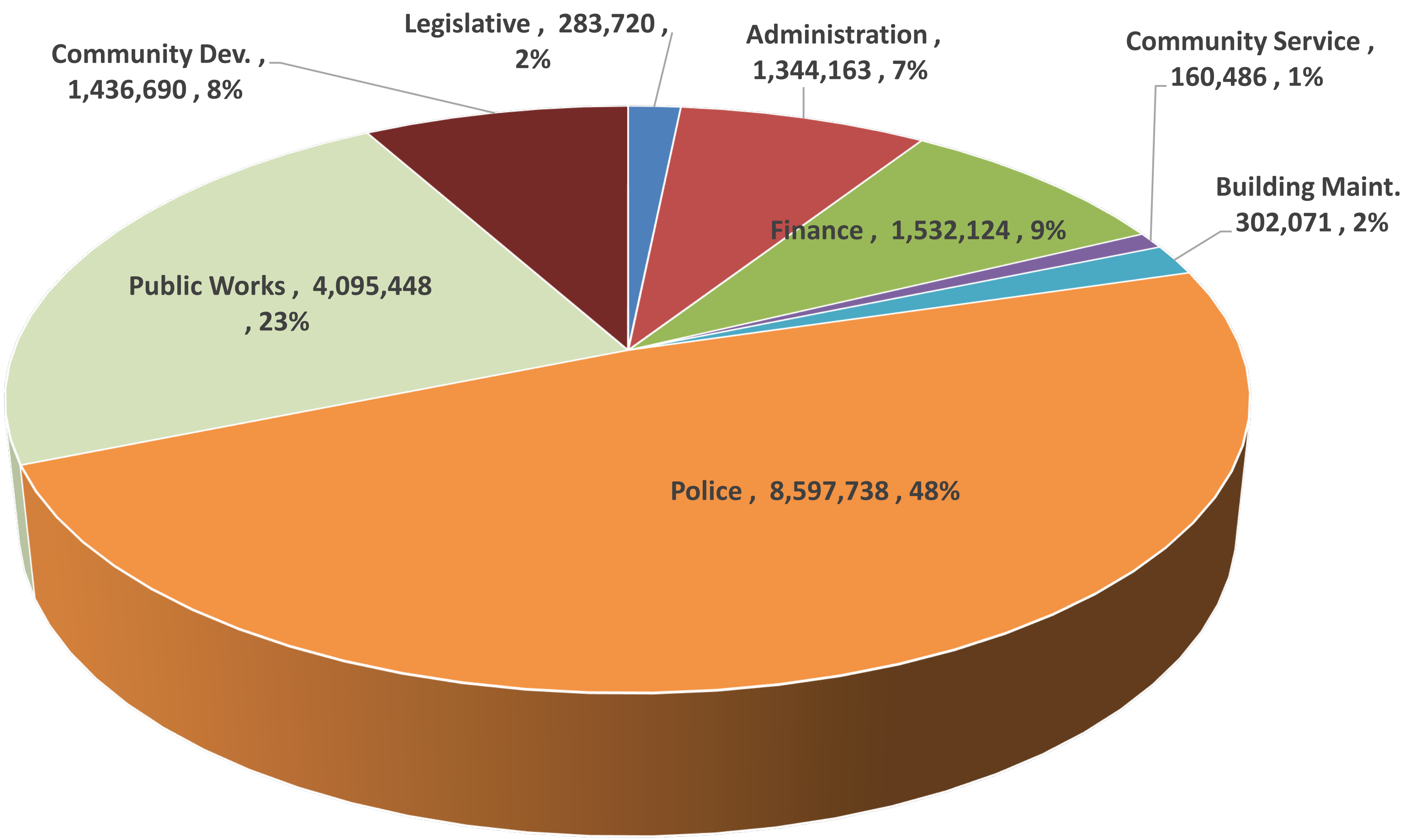
- Overall increase of 4.2% to $4.8M

- Trash & recycling service for single family homes and condos ($871,500)
  - 18.1% of General Fund non-personnel costs
  - 4% budgeted increase in FY25 ($32,500)
  - Current contract expires June 30, 2025

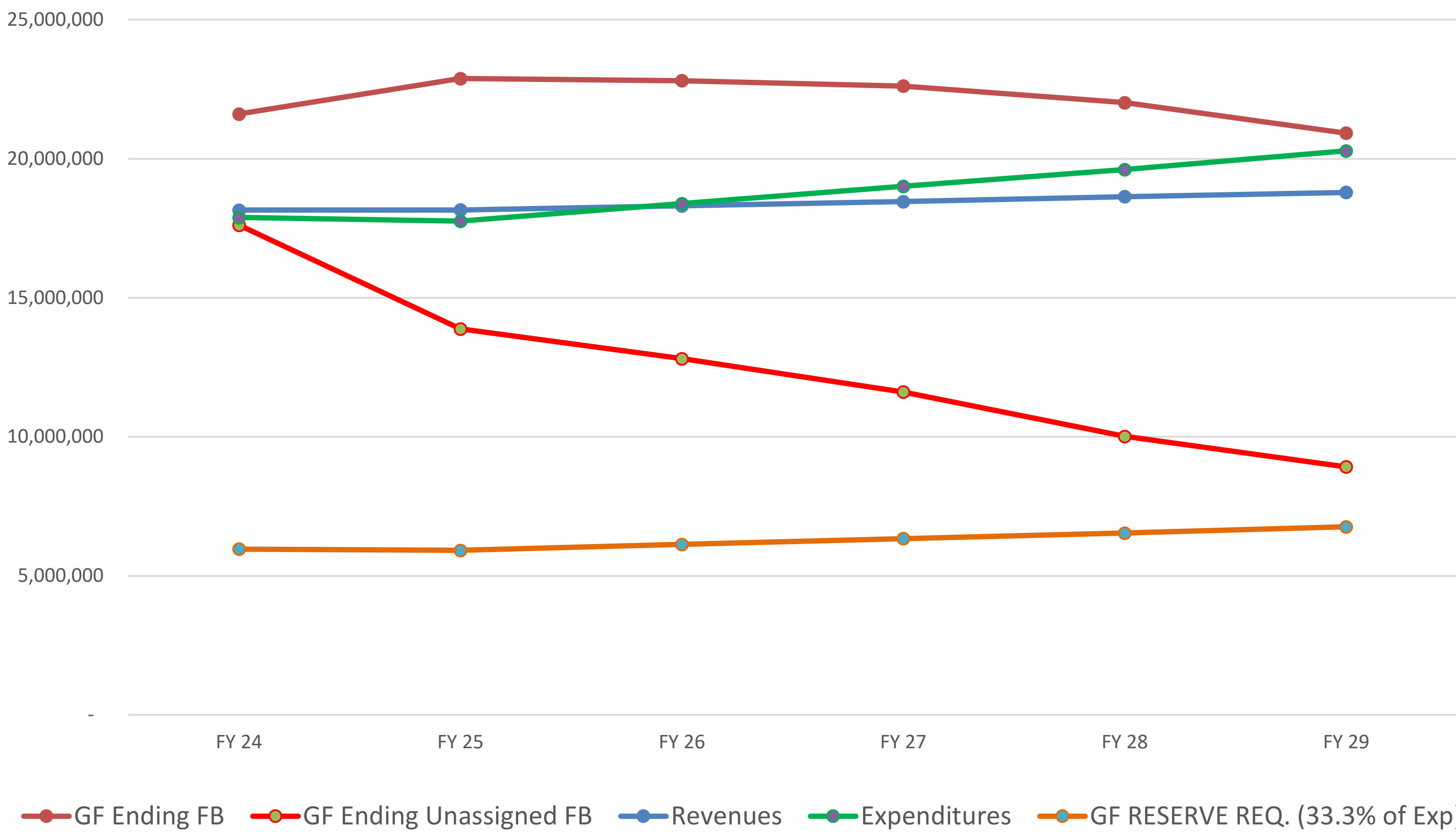
General Fund Capital Outlay

- Decrease of 65.6% in FY25 to $260,990
- Police:
  - Fewer police vehicles (3) to be purchased in FY25, due in part to:
    - FY23 Vehicles weren't received until FY24
    - FY24 included 2 vehicles that were totalled in vehicle crashes, requiring replacement ahead of schedule

General Fund Expenditures By Department



General Fund 5 Year Projections



General Fund 5 YR Projections
(FY24-26)

	FY 2024	FY 2025		FY 2026
Revenues	18,149,805	18,158,100		18,307,021
Expenditures	-17,887,771	-17,752,440		-18,386,085
Revenue over (under) Expenditures	262,034	405,661		-79,064
Transfers - In (From Public Safety)	371,606	799,822		832,825
Transfers - In (From Parks & Stormwater)	582,434	565,998		571,658
Transfers - Out (To Enterprise)	0	0		0
Transfers - Out (To Capital/P&S)	-2,139,305	-500,000		-1,400,000
Net Change in Fund Balance	-923,231	1,271,481		-74,581
Fund Balance - Beginning of year	22,533,844	21,610,613		22,882,093
FUND BALANCE - End of the Year	21,610,613	22,882,093		22,807,513
*Less RESERVE GF BAL. FOR CAPITAL CONST.	4,000,000	9,000,000	*	10,000,000
Unassigned Fund Balance	17,610,613	13,882,093		12,807,513

General Fund 5 YR Projections (FY27-29)

	FY 2027	FY 2028	FY 2029
Revenues	18,460,189	18,635,164	18,787,516
Expenditures	-19,010,965	-19,608,612	-20,280,697
Revenue over (under) Expenditures	-550,776	-973,447	-1,493,182
Transfers - In (From Public Safety)	854,489	876,836	899,891
Transfers - In (From Parks & Stormwater)	577,375	583,149	588,980
Transfers - Out (To Enterprise)	0	0	0
Transfers - Out (To Capital/P&S)	-500,000	-500,000	-500,000
Net Change in Fund Balance	381,087	-13,463	-504,311
Fund Balance - Beginning of year	22,807,513	22,611,225	22,014,614
FUND BALANCE - End of the Year	22,611,225	22,014,614	20,921,324
*Less RESERVE GF BAL. FOR CAPITAL CONST.	11,000,000	12,000,000	12,000,000
Unassigned Fund Balance	11,611,225	10,014,614	8,921,324

Options for Cost Savings / Revenue Enhancements

- 1.25% Use Tax (voter approval) +/- $500,000
- Trash / Recycling Direct Invoice to Residents - $400-800,000
- Business License Fee
  - Currently $30 per 1,000 square feet; Minimum $40; Maximum $1,000 per business
  - Rates among lowest in region
  - No changes since 1990
- Gross Receipts Tax – currently 7% for Residential & 8% for Commercial (Authorized up to 10%)

Use Tax (1 of 2)

- Applied on MO transactions purchased from Out-of-State Vendors
  - Replaces sales tax revenue lost to on-line sales
  - Would level the playing field for brick and mortar retailers
  - Applied to the same type of products subject to the traditional Sales Tax….it's only subject to 1 tax, so it's not a double taxation
  - Rate applied at the same rate as the Local Sales Tax Rate – Creve Coeur's current local rate is 1.25

Use Tax (2 of 2)

- Rate is determined based on Point of Delivery, instead of Point of Sale
- Vendor remits to the DOR, who then sends to the City
- State of Missouri Rate is 4.225%
- 53 of 81 St. Louis County Municipalities have it

- May only be implemented with Voter Approval

Capital Improvement Fund (1 of 2)

- Sales Tax Revenues projected to be $2.3M
- Sales tax subject to 15% county sharing
- Grant funding projected to be $3.7M
  - New Ballas - $904K
  - Craig Rd - $960K
  - Lindbergh-Old Olive Intersection - $1.8M

Capital Improvement Fund (2 of 2)

- CIP Fund Expenditures for FY 2025:
  - Building & Improvements ($240,000)
  - Park and Recreational Facilities ($30,500)
  - Street & Sidewalk Improvements ($5,382,300)
  - Capital Equipment ($400,258)
  - Personnel ($180,226)

Debt Service Fund

- Voters approved $10.7 million bond issue in 2016 to build a new police station
- $0.082 tax levy on real estate and property taxes for 20 years – remains same due to defeasance in FY23
- Revenues from tax & interest in FY25: $983,790
- Expenses from principal & interest in FY25: $696,308

Police Building Fund

- Expenses in FY25 include:
  - Police Parking Lot Security Fence - $210K

Public Safety Fund

- Half-cent County-wide public safety sales tax; 5/8ths disbursed to cities on per capita basis
- 3% Sales Tax on Recreational Marijuana effective October 1, 2023
- Sales tax revenues projected at $1,496,924 in FY25 (5.3% increase).

Public Safety Sales Tax Policy

- Police Operating Costs – 45-55%
  - Compensation/Training
  - FY25 – 48.5%
- Public Safety Capital Expenditures – 15-25%
  - Equipment, park security, etc.
  - FY25 – 16.9%
- Police Bldg Maint. & Operation – 10-20%
  - FY25 – 11.4%
- Police Pension Liability – 15-25%
  - FY25 – 20%

Public Safety Fund

- Expenses in FY24 ($2,680,029) include $1.5M for the COLA to the Legacy Pension Plan

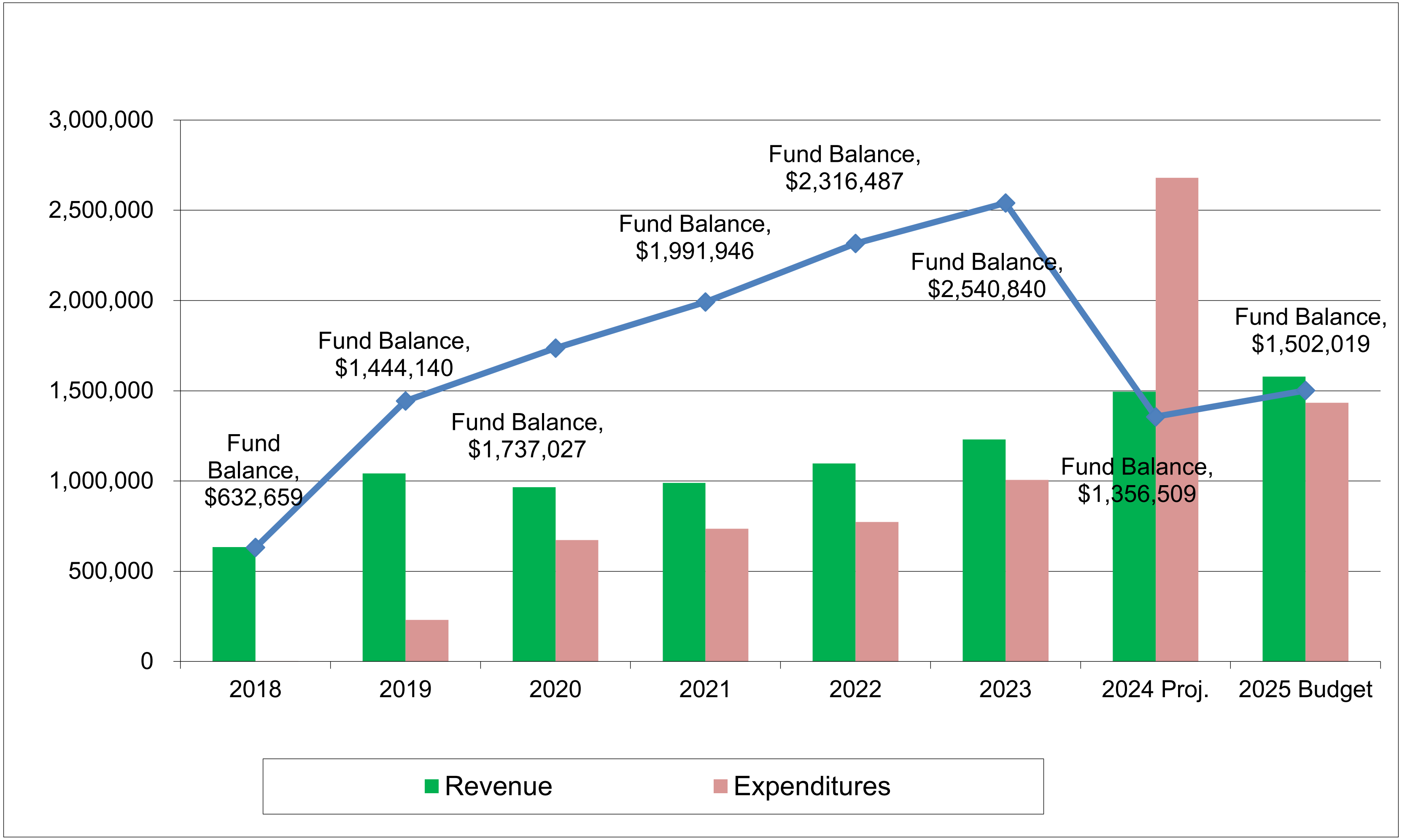
- Expenses in FY25 ($1,433,414) include:
  - Ongoing Personnel Costs to transition from 8 hour shift to 12 hour shift from FY19, Market Equity adjustments in FY22, FY23 & FY25 ($515,401)
  - 20% of sales tax used for offsetting police legacy retirement plan ($284,421)
  - Operating & Building Costs ($380,742)

Public Safety Fund

Capital Expenditures ($242,850)

- $72K for Pistols/Holsters
- $64K for Walkie Talkies
- $45K for Admin Vehicle
- $22,500 for Building & Improvements
- $13,600 for Gas Masks
- $11K for Comfort Dog

Public Safety Fund



Parks & Stormwater Fund

- Half cent sales tax – adopted by Creve Coeur voters in 2020
- Not subject to county sharing
- Funding from Sales Tax projected to be $2,858,291 in FY25
- $749,533 dedicated to future park improvements
  - Proceeds from sale of Fountain Park

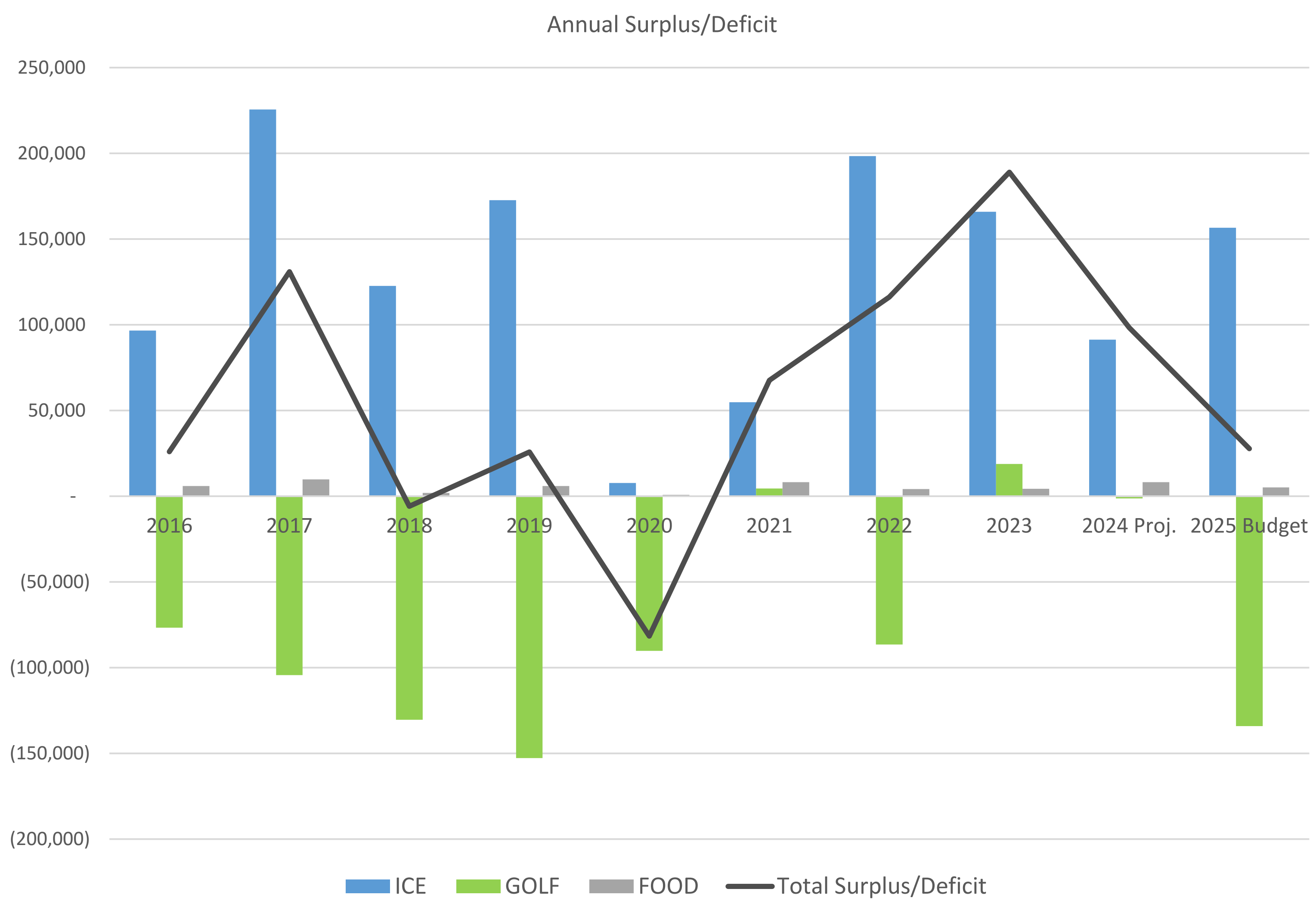
Parks & Stormwater Fund

- Expenses in FY25 ($4,232,728) include:
  - Park Projects ($2,336,000)
  - Stormwater Projects ($1,691,000)
  - Capital Equipment ($30,000)
  - Project Administration ($175,728)

Municipal Enterprise Fund

- Golf Course & Ice Arena budgets are accounted for in the Municipal Enterprise Fund (MEF)
- Goal is for MEF to cover all operating costs with user fees.

Enterprise Fund



Municipal Enterprise Fund

- Financial health of the MEF Continues to Improve due to:
  - Golf Course continues to see higher usage
  - Recent rate increases

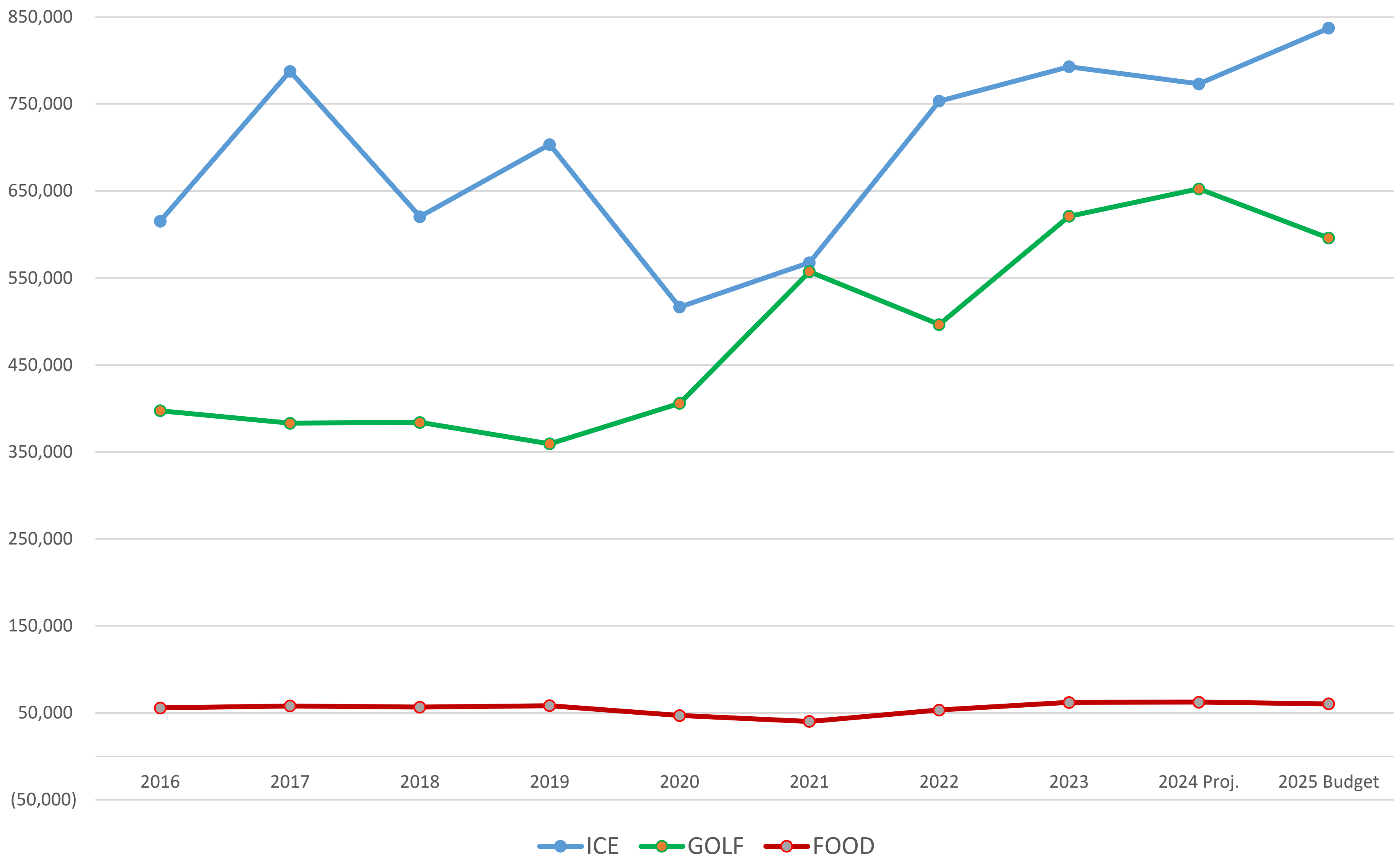
- Projected Fund Balance for FY25: $515,000
  - No Need for transfers from General Fund
  - MEF funded $52K capital improvements in FY25 instead of Capital Fund

Enterprise Fund FY25

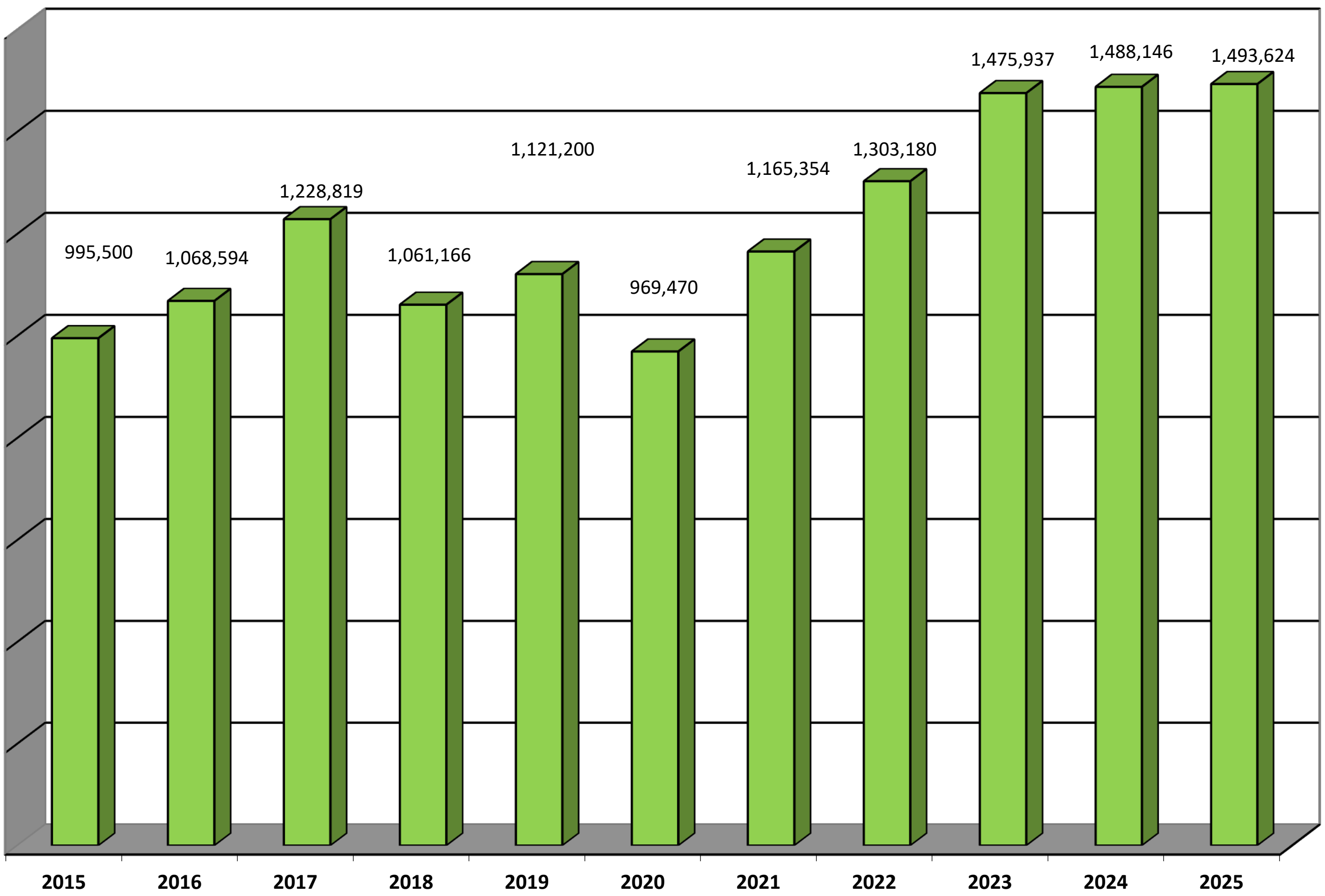
- Overall Operating Revenues estimated to increase .37% to $1,493,624 for FY25
  - Ice Arena – increase 8.30% to $837K
  - Golf – decrease 8.69% to $596K

- Revenues have increased average 4.11% per year over last 10 years

Enterprise Revenue by Division



Enterprise Fund 10 Year Operating Revenue Trend



Enterprise Fund Revenues

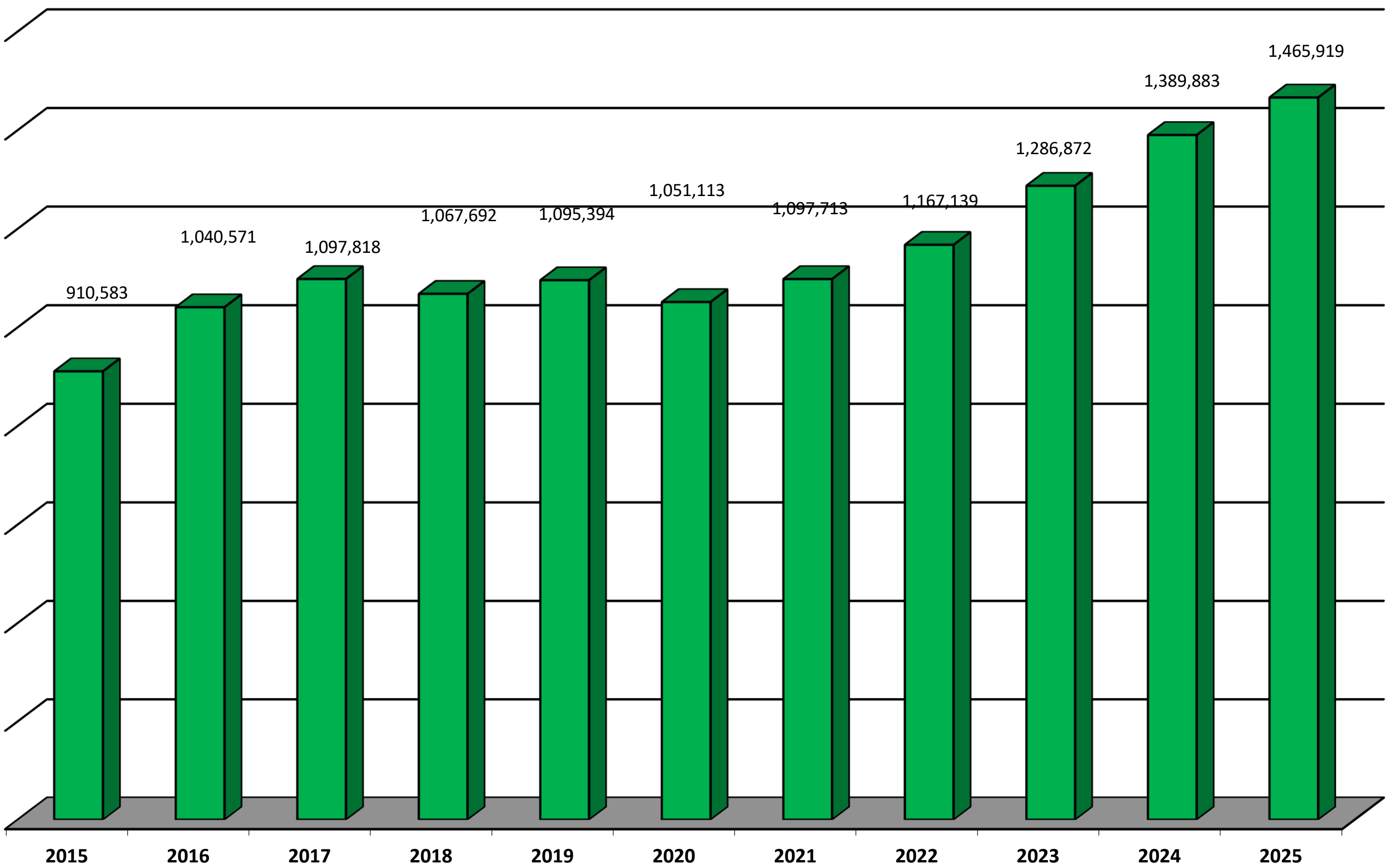
	FY24 Estimate	FY25 Projected	% Change
Ice Arena	$773,112	$837,275	8.3%
Food Service	$62,500	$60,500	(8.69%)
Golf Course	$652,534	$595,849	(3.2%)
Transfer from GF	$0	$0	
TOTAL REVENUES	**$1,488,146**	**$1,493,624**	**.37%**

Enterprise Fund FY25

- Overall Operating Expenses estimated to increase 5.5% to $1,465,919
  - Due to Personnel Costs

- Expenditures have increased average 4.78% per year over last 10 years

Enterprise Fund 10 Year Operating Expenditure Trend



Enterprise Fund Expenditures by Category

	FY24 Estimate	FY25 Projected	% Change
Personnel Services	$786,649	$843,221	7.2%
Operating Expenses	$547,751	$518,846	(5.3%)
Capital Outlay	$55,483	$103,852	87.2%
TOTAL EXPENSES	**$1,389,883**	**$1,465,919**	**5.5%**

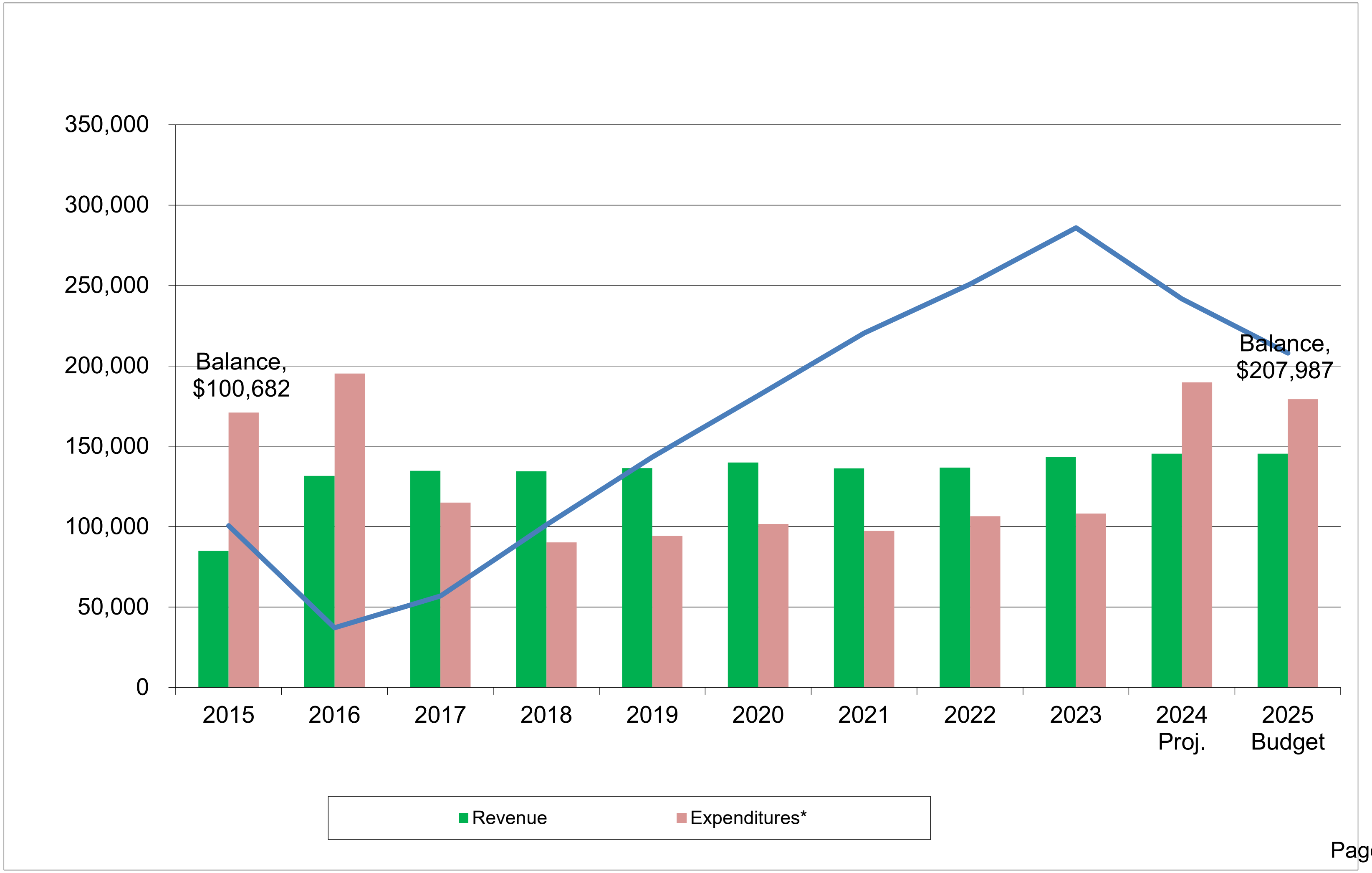
Enterprise Fund Capital Outlay

- Golf Cart Lease ($32,040)
- Golf Course Greens Mower ($52,000)
- Ice Arena Building Improvements ($10,500)

Sewer Lateral Fund

- As of October 1, 2023, provides reimbursement of 70% (up from 50%) or up to $7,500 for costs associated with broken lateral lines
- Funded by $28 property tax assessed on all residential property
- FY24 projected operating revenues $145,500; expenditures $189,730
- FY25 estimated operating revenues $145,500; expenditures $179,238

Sewer Lateral Revenues Expenses & Fund Balance



Questions & Answers

Exhibit B

CREVE COEUR

Proposed New/Enhanced Employee Benefits

AGENDA

I. Why add new or enhance employee benefits?
II. Regional Comprehensive Benefit Survey Results
III. Employee Benefit Questionnaire Results
IV. Completed FY24 Benefit Enhancements
V. Proposed FY25 Benefit Enhancements
VI. Future Benefit Enhancements

WHY ADD NEW OR ENHANCE?

Creve Coeur Strategic Plan 2023-2025

Goal 1. *Invest in city services to make them effective and efficient.*

Strategy: *Retain and attract qualified employees through competitive pay and benefits.*

1st Year Action Item: *Conduct a comprehensive review of city's benefit package.* ***[Completed FY 2023]***

FALL 2022 REGIONAL SURVEY TOOL

Survey consisted of 150+ questions focused on benefits:

- General information
- Group Insurance Plans
- Paid Time Off
- Retirement Benefits
- Miscellaneous

REGIONAL SURVEY PARTICIPANTS

22 agencies were solicited & 100% participated

- **Select Cities** (n=16): Ballwin, Brentwood, Chesterfield, Clayton, Des Peres, Frontenac, Kirkwood, Ladue, Maplewood, Maryland Heights, Olivette, Richmond Heights, St. Peters, Town & Country, University City, Webster Groves
- **Others** (n=6): St. Charles County and cities of Ellisville, Lake Saint Louis, O'Fallon (MO), St. Charles, Wentzville

CREVE COEUR STRENGTHS

COMPETITIVE

- Method of Overtime Pay
- Health Insurance: Coverage, City Cost-Share of Dependent Premiums, Deductible Reimbursement, Incentive for Waiving
- City-Paid Life & Accidental Death & Dismemberment Insurance
- Pay-In-Lieu of Vacation
- Donation of Paid Leave (vacation & comp time)

CREVE COEUR STRENGTHS

COMPETITIVE…*continued*

- Sick Leave Accrual Maximum (1,056 hrs)
- New Hire Use of Paid Leave *(enhanced FY23)*
- Carryover of Personal Days (40 hrs)
- One-Time Merit Bonus
- Independent Financial Planning Advisors (RPA)
- Holiday Award
- Light/Restricted Duty Policy
- Recruitment Incentive Program (*new FY23*)

CREVE COEUR OPPORTUNITIES

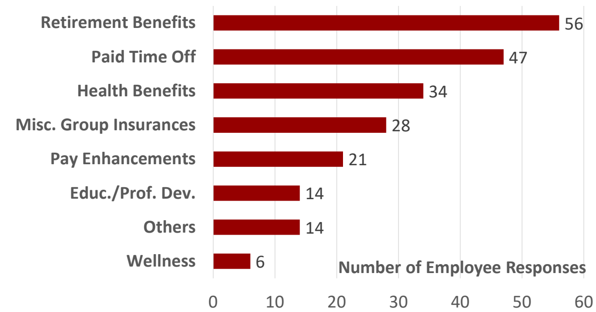
OPPORTUNITIES

- Retirement Benefits
  - Defined Benefit Plan
  - Matching Defined Contribution Plan
- Health Benefits
  - Retiree Health Insurance Cost Share
  - Spousal Surcharge
- Paid Time Off
  - Vacation, Holidays, Personal Days, Parental Leave
- Educational/Professional Development

EMPLOYEE QUESTIONNAIRE

- Sent to employees (EEs) in February 2023
- Demographic information & two 2 open-ended questions:
    1. ***List up to 3 benefits you would like to see enhanced***
    2. ***List up to 3 new benefits that the City doesn't currently offer that you would like to see added.***
- 75% participation (n=74 out of 98); data compiled into 8 main categories to better quantify results

FEBRUARY 2023 EMPLOYEE QUESTIONNAIRE RESULTS



FY24 ENHANCEMENTS

Pay Enhancements - *#5 EE Choice*

- Cost of Living Adjustment (COLA)
    - 3% for merit-based & 3.5% step-based (Police Officers & Police Sergeants)
- Merit & Step Increases
    - 4% average for merit increases & 3.5% step increases; performance-based
- Market Equities
    - 2%-5% for a few positions to more closely align with similar positions in select cities

FY24 ENHANCEMENTS *(CONTINUED…)*

Defined Benefit Retirement - *#1 EE Choice*

- **LAGERS Upgrade & Transition**
    - Upgraded from LT8-65 plan to the highest plan available = L6
    - Transferred <u>active</u> Legacy Plan EEs to LAGERS 9/1/24
- **Creve Coeur Legacy Plan**
    - Provided a retroactive COLA to retirees; modified the plan to include future COLAs, and transferred administration of Legacy Plan to LAGERS 1/1/24

FY24 ENHANCEMENTS *(CONTINUED…)*

Paid Time Off - ***#2 EE Choice***

- **Vacation Leave**: Increased accrual schedule by adding 20 hours at years 3 and 15 of full-time service
- **Sick Leave**: Increased accrual schedule during 1st year for new hires by adding 49 hours more (145 hours total)
- **Personal Leave**: Deposited one-time 16 hours at 30 days of full-time service for new hires ***(New)*;** increased from 8 hours to 16 hours annually for all EEs

FY 2024 ENHANCEMENTS (CONTINUED…)

Dental / Vision Insurances - ***#4 EE Choice***

- **Retiree Dental & Vision Insurances -** ***(New)***
  - Added retirees as an eligible class to dental & vision until age 65; no City-cost share
- **Dental/Vision Insurance Coverages -** ***(Reviewed)***
  - Level & cost of insurance coverages during RFP process in October 2023
  - No changes recommended by the Employee Benefits Committee due to the cost of upgrading outweighed minor benefit enhancements

FY24 ENHANCEMENTS (CONTINUED…)

Educational & Professional Development - ***#6 EE Choice***

- **Tuition Reimbursement** ***(Enhanced)***
  - Increased tuition reimbursement from $2,500 to $3,600/annually
- **Book Reimbursement** ***(Enhanced)***
  - Increased book reimbursement from $200 to $400/annually

ENHANCEMENTS INCLUDED IN FY25 BUDGET

Pay Enhancements - ***#5 EE Choice***

- **Market Equities & Salary Range Increases**
  - Market Equities: 2% for merit-based employees & 3.5% for step-based employees (POs/Sergeants)
  - A few other minor market equities for select positions based on annual salary survey (1%-7%)
  - Raised the salary ranges accordingly
- **Merit/Step Increases**
  - 4% average for merit increases & 3.5% step increases

FOR CITY COUNCIL CONSIDERATION

FY25

- Paid Family & Medical Leave
- Retiree Health Insurance Cost Share

FUTURE

- Juneteenth Holiday
- Spousal Health Insurance Surcharge
- Matching 457 Contribution
- Fitness Class Reimbursement

FOR CONSIDERATION IN FY25

(CONTINUED…)

City-Paid Parental Leave / Family & Medical Leave Act (FMLA) Leave - *#2 EE Choice*

- 22.7% (n=5) offer paid parental leave
  - Average of 216 hrs (5.4 weeks) provided by those cities offering it
- 13.6% (n=3) offer paid short-term disability - **$**
  - Applies for illness or medical condition; not bonding
- 4.5% (n=1) offer paid extended sick leave
  - Any FMLA qualifying event (max of 1,040 hrs/accrued) in addition to PTO, including bonding

FOR CONSIDERATION IN FY25

(CONTINUED…)

Existing City Policy for Parental Leave / FMLA Leave

- FMLA leave is unpaid
- City requires concurrent use of accrued paid leave until exhausted then unpaid leave applies
- Limits use of sick leave to 120 hrs (3 weeks) per year for bonding or to care for a sick family member
- Current policies do not work well for new(er) hires
- Directors met and discussed in FY23 & FY24 seeking a reasonable solution/accommodation

FOR CONSIDERATION IN FY25

(CONTINUED…)

- Directors' consensus was to recommend 120 hours (approximately 3 weeks) of **Paid FMLA**
- Would apply to any FMLA qualifying event:
  - Birth of a child & bonding
  - Employee's serious illness/medical condition
  - Employee's family member's serious illness/ medical condition, etc.
- Equitable to employees in all life stages

FOR CONSIDERATION IN FY25
(CONTINUED…)

Paid FMLA - Pros

- Generally would be cost-neutral to the City
  - No payout during or after employment
- Applies to <u>any</u> FMLA qualifying event
- Equitable to all full-time EEs in various life stages
- Recruitment & Retention Tool
  - Hard to fill positions
  - The City would be more competitive
  - Responsive to EEs request for paid "parental" leave

FOR CONSIDERATION IN FY25
(CONTINUED…)

Paid FMLA - Cons

- Department staff scheduling may be impacted
- Possible decrease in employee (EEs) morale
  - Additional workload to EEs for an extended time
  - Vacation requests could be denied or delayed
- Overtime rates may apply, if necessary

Note: When FMLA leave applies, an employee is entitled to take up to 12 weeks/year off work regardless if leave is paid or unpaid

FOR CONSIDERATION IN FY25
(CONTINUED…)

Does the City Council want to approve 120 hours of PAID FMLA?

FOR CONSIDERATION IN FY 2025

Retiree Health Insurance - *#3 EE Choice*

- 90.1% (n=20) allow employees to remain on insurance; Creve Coeur does until age 65
- 55% (n=11) contribute toward retiree health premiums
  - Creve Coeur eliminated City cost-share of retiree health for those hired on or after 7/1/2001 prior to joining St. Louis Area Insurance Trust (SLAIT) in 2009; rate increases have since stabilized
- 22.7% (n=5) contribute toward the retiree deductibles; Creve Coeur does

FOR CONSIDERATION IN FY 2025
(CONTINUED…)

Retiree Health Insurance *#3 EE Choice*

Of the cities that contribute toward the retiree health premiums:

- 81.8% (n=9) pay a percentage
  - City share varies between 10% - 100%
  - Three cities pay the same cost share as full-time EEs
- 18.2% (n=2) provide a fixed monthly amount averaging between $200-$400 per month

FOR CONSIDERATION IN FY 2025
(CONTINUED…)

Retiree Health Insurance – Pros

- Rewards employees for retiring from public service vs. private sector
- May reduce the liability of older employees in physically demanding jobs
- May incentivize higher compensated EEs to retire sooner and be replaced by EEs at lower salaries
- Reduces out-of-pocket expenses for retirees on fixed income
- Financial exposure to the city can be determined

FOR CONSIDERATION IN FY 2025
(CONTINUED…)

Retiree Health Insurance – Cons

- Could expedite retirement (age 55 police; age 60 for all others)
  - Loss of expertise, historical knowledge
- Long-term financial commitment
  - Difficult benefit to take away once retirees rely on it
- Cost
  - Varies based on the approach

FOR CONSIDERATION IN FY 2025
(CONTINUED…)

Retiree Health Insurance - *#3 EE Choice*

- Directors met in FY23 & FY24 to discuss a reasonable and affordable solution
- Consensus was to recommend $300/month = approx. 41% of Retiree-Only premium
  - For employees hired on or after July 1, 2001
- $49K average/year based on 10-year projections (assumes every employee maintains coverage, retires when eligible, and no spousal surcharge applies)

FOR CONSIDERATION IN FY25
(CONTINUED…)

Retiree Health Insurance - *#3 EE Choice*

Premium Tier	Per Month 100% Premium	Per Month w/$300 City Contrib.
Retiree Only	$732.45	$432.45
Retiree & Child(ren)	$1,391.72	$1,091.72
Retiree & Spouse	$1,538.20*	$1,238.20*
Family	$2,124.17*	$1,824.17*

**$200 spousal health insurance surcharge may apply*

FOR CONSIDERATION IN FY25
(CONTINUED…)

Retiree Health Insurance Example - *#3 EE Choice*
Example:
$6,305 avg. monthly salary x 2% x 20 years of service

Description	Per Month @ 100%	Per Month w/$300
LAGERS Pension (pre-tax)	$2,522.33	$2,522.33
Retiree-Only Health Premium	-$735.45	-$432.45
Pension minus health insurance	**$1,789.78**	**$2,089.88**

FOR CONSIDERATION IN FY25
(CONTINUED…)

Does the City Council want to approve a fixed monthly contribution of $300/month for retirees hired on or after 7/1/2001?

FOR FUTURE CONSIDERATION

- **Juneteenth Holiday:** $ revisit discussion; consider adding as a paid holiday
- **Spousal Health Insurance Surcharge:** $ consider reducing or removing
- **Matching Defined Contribution Plan:** $ research costs and feasibility, consider adding to incentivize employees to save and plan for retirement
- **Fitness Class Reimbursement**: $ consider partial reimbursement to encourage employees to engage in fitness programs

Questions?

CITY OF CREVE COEUR

MEMORANDUM

Date: May 21, 2024
To: Mark Perkins, City Administrator
From: Jason Valvero, Director of Recreation
CC: Parks and Historic Preservation Committee
Subject: Venable Park Master Plan Update

The city completed a Master Plan for all city parks in 2019 with Planning Design Studio (PDS). As a result of that plan, staff has been working with the City Council and other stakeholder groups to move through the design and renovation of the city parks. Millennium Park was selected first to complete an individual park master plan and Venable Park was second. The park master plan and renovations do include the memorial artwork to honor Dr. Venable.

Background

The city started working with an international design firm, with Venable family ties, called HDR in early of 2022. The great niece of Dr. Venable works for HDR and helped start the process of entering into an agreement with the pro bono arm of the company, called Design for Others (D4O). The city then hired a memorial consultant to help with the process of selecting an artist and concept to honor Dr. Venable with an end goal to make sure the memorial is part of the fabric of the plan. The City Council adopted the Venable Park Master Plan at their November 13, 2023 meeting. As a result, the city hired TWM to take the adopted master plan and create the necessary design and bid documents for the project.

The process also included the creation of a Memorial and Commemorative Project Plan. This plan adopted by the City Council is acting as a guide on the necessary steps to take to create the memorial to honor Dr. Venable. Staff is now ready to present the park concept and memorial plan to the City Council for discussion and direction.

Park Concept Plan

The concept plan includes replacing the walking paths and current pavilion, renovating the restrooms to be year-round, adding a new central plaza with the memorial artwork, replacing the 2–5-year-old playground, adding a splash pad, renovating the parking lot and replacing the pedestrian bridge. The park entrance will be modified and the park sign will be relocated. The staff will be bidding out the plan with the bridge replacement and the splash pad as alternates to provide the City Council with options depending on how the bid totals come in. Click here to view the concept plan.

Memorial Artwork

Staff has finished meeting with the stakeholders (Venable Park Task Force, Memorial Jury and the Parks and Historic Preservation Committee) who are providing direction for the project and is now moving forward with Via Partnerships to get the budget and contract with the artists finalized. The artwork will be placed in the new park plaza. This location will provide exposure of the artwork and the story of Dr. Venable to the visitors of the park. The staff will work with TWM to include as much of the original concept by the artists as possible, including benches, lighting and educational components that will complement the artwork. The installation of the memorial will coincide with the park master plan schedule. Staff is still working within the original memorial budget of $300,000 approved by the City Council. Click here to view the information about the artwork.

Project Budget

TWM has created an opinion of probable cost for the plan. A total of $2,425,000 has been allocated in the FY25 Parks and Stormwater Fund. The all-in estimated cost is $2,768,852, which includes $252,000 in contingency. If you remove the two alternates (the bridge at $275,000, and the splash pad at $203,390) the total would be $2,290,462, which includes $190,000 in contingency.

Timeline

There are two options staff is considering regarding when to close the park down for construction. One option is to bid the project in October/November and award the contract in December. This would mean starting construction in January, 2025 and re-opening the park in October, 2025. Option two is to defer bidding to allow the park to remain open through Labor Day, 2025, with construction commencing immediately thereafter. The park would be closed similar to the Millennium Park project and reopen around Memorial Day of 2026. This option would ensure the park is open through the summer of 2025, but the roughly six-month deferral could also result in higher bid prices.

Feedback and Direction

Staff will be looking for feedback and direction from the City Council regarding the project. Once the final plan is drafted, staff will meet with the Parks and Historical Preservation Committee and the Planning and Zoning Commission for final comments before final presentation to the City Council for approval.