



**REGULAR MEETING
AGENDA
CITY OF CREVE COEUR
CITY COUNCIL
300 NORTH NEW BALLAS RD
JUNE 8, 2015
7:00 PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

ROLL CALL

COMMENTS FROM THE GENERAL PUBLIC

(Citizens are asked to limit comments to three minutes and to complete a speaker card)

PUBLIC HEARING - FY 2016 ANNUAL BUDGET

ACCEPTANCE OF THE AGENDA

ANNOUNCEMENTS

*The City Council meets the 2nd and 4th Monday of each month
6:00 p.m. - 7:00 p.m. - Work Session
7:00 p.m. - Regular Meeting of the City Council*

1. CONSENT AGENDA

a. Council Minutes Dated May 26, 2015

b. Creve Coeur Arts Committee Request Regarding the 2015 Silver Screen Series Film Festival

Summary: The Creve Coeur Arts Committee is interested in continuing its partnership with Maturity and Its Muse for the 2015 Silver Screen Series Film Festival. The Film Series will screen four films, one each week, on Thursdays in September, at the Creve Coeur AMC Theatre. The films selected will carry the message that aging is positive and fun. The Creve Coeur Arts Committee is seeking Council's approval for the event as well as \$4000 in financial assistance from the City and permission also to solicit for donations in compliance with the City's Donation Policy.

BILLS PAYABLE REPORT

For Information Only

Summary: A report of bills payable dated June 3, 2015 in the amount of \$175,490.73 has been provided for Council review. No vote is required.



**AGENDA
CITY OF CREVE COEUR
CITY COUNCIL
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7:00 PM**

UNFINISHED BUSINESS

- 2. Bill No. 5548 - an Ordinance Authorizing the Installation of One (1) Fire Hydrant for West Side of Windsor Oaks Drive in the City of Creve Coeur, Missouri. Final Reading and Passage**

Summary: At the request of American Water Company and the Creve Coeur Fire District to install a fire hydrant on the west side of Windsor Oaks Drive.

NEW BUSINESS

- 3. Bill No. 5549 - an Ordinance Amending the Adopted FY 2015 General, Capital, Retirement and Municipal Enterprise Funds Budgets of the City of Creve Coeur by Authorizing Additional Appropriations and Unappropriations from Operating Departments. First Reading**

Summary: An Ordinance to amend the FY 2015 Budget in the General, Capital, Retirement and Municipal Enterprise Funds

- 4. Bill No. 5550 - an Ordinance Adopting the Annual Budget of the City of Creve Coeur for the Fiscal Year 2016 Commencing July 1, 2015 and Appropriating Funds Pursuant Thereto. First Reading**

Summary: An ordinance adopting the Fiscal Year 2016 Budget.

- 5. Bill No. 5551 - an Ordinance Approving a Final Subdivision Plat for a Subdivision Known as Windsor Oaks, City of Creve Coeur, St. Louis County, Missouri. First Reading**

Summary: Rob Rehnquist, of Rehnquist Design & Build, Inc. has submitted an application for final plat approval of a 4.975 acre, four-lot minor subdivision at 12507 Conway Road to be known as "Windsor Oaks." No changes to the zoning are requested nor is Residential Design Development (RDD) approval.

- 6. Resolution No. 1168 - a Resolution of the City Council of the City of Creve Coeur, Missouri Authorizing the Execution of a Contract with Cole and Associates for Professional Engineering Services Related to the Warson Road Resurfacing Project for the Amount of \$79,074.92.**

Summary: City staff has reviewed the qualifications of several engineering firms and recommends that the City hire Cole and Associates to complete the roadway and sidewalk design for the Warson Road Resurfacing Project. Up to 80% of the design and construction costs for this project will be subsidized through a federal grant. Construction of this project is anticipated in 2017.



**AGENDA
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7. Resolution No. 1169 - a Resolution of the City Council of the City of Creve Coeur, Missouri Authorizing the Execution of a Contract Increase with Intuition & Logic, Inc. for Engineering Services Related to the Middlebrook Culvert Rehabilitation Project for the Amount of \$2,790.00.

Summary: Staff recommends entering into a supplemental agreement with Intuition & Logic to update the plans and easements for the replacement of a drainage culvert beneath Middlebrook Lane. This project had been postponed due to a sewer project by MSD in this area. Intuition & Logic completed the initial design for this culvert replacement in 2013. Construction is now planned for the summer of 2016.

BUSINESS FROM MAYOR AND CITY COUNCIL

8. Council Liaison Reports

BUSINESS FROM CITY ADMINISTRATOR

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: _____ posted 06/5/2015
Deborah Ryan, MPCC
City Clerk



City Council
300 North New Ballas Rd
Creve-Coeur, MO 63141

Meeting: 06/08/15 07:00 PM
Department: Legislative /City Clerk
Category: Public Hearing
Prepared By: Debbie Ryan

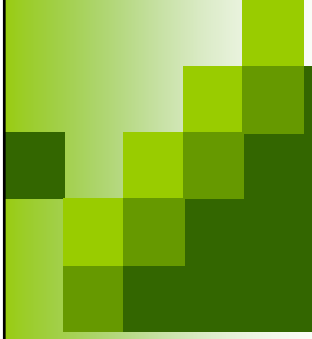
Initiator: Debbie Ryan

Sponsors:

PUBLIC HEARING (ID # 1371)

DOC ID: 1371

FY 2016 Annual Budget



FY16 Annual Budget

Public Hearing
June 8, 2015



FY16 Budget Overview

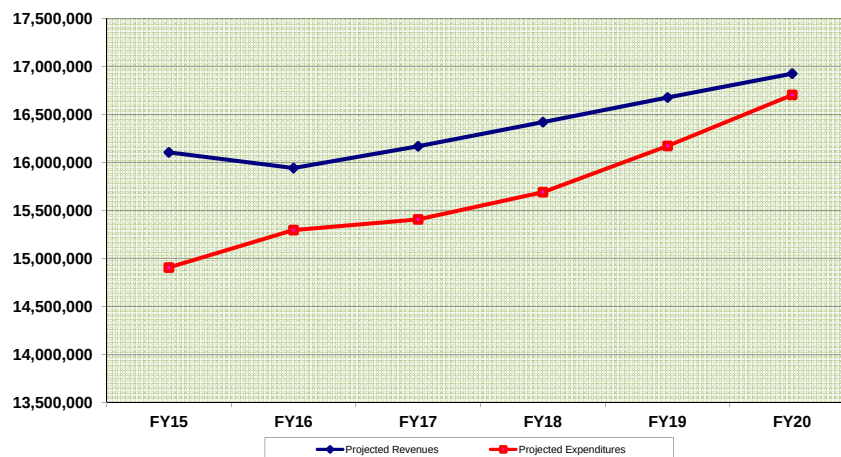
- Resources allocated to maintain the city's high service levels and meet citizen expectations
- Stable financial outlook due to:
 - Staffing level reductions in prior years
 - Continued emphasis on controlling costs

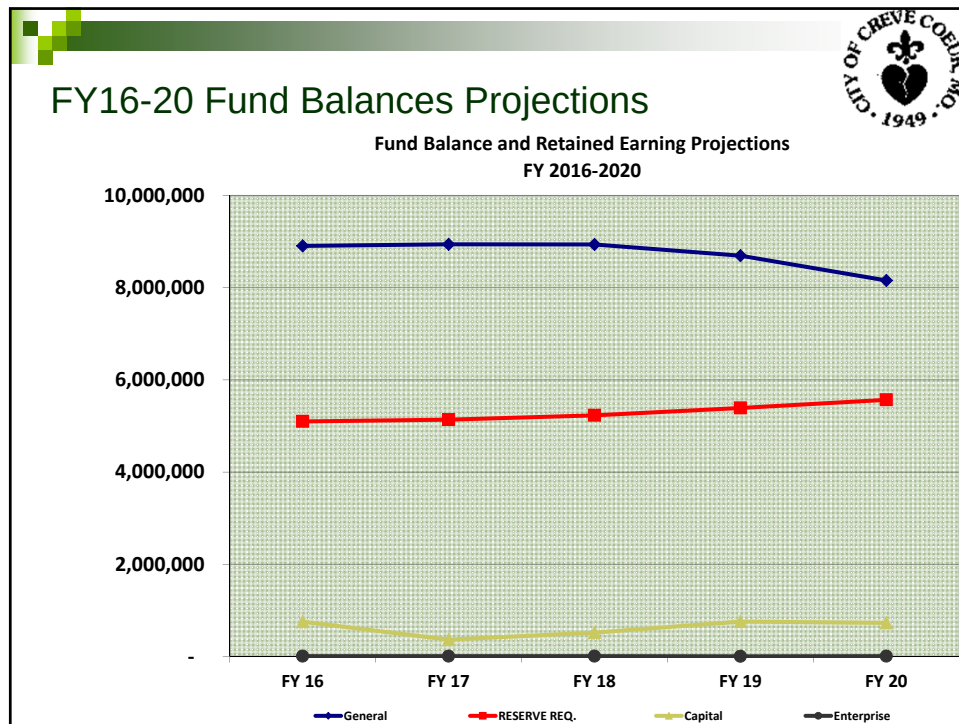
FY16 Estimated General Fund



Balance, Beginning of Year	11,990,789
Revenues	15,940,619
Expenditures	(15,294,343)
Operating Transfers – In	0
Operating Transfers – Out (Enterprise, Capital & Pension)	(730,000)
Reserve GF Balance (proposed) <i>Police & Govt. Center Facilities</i>	(2,000,000)
<i>Street Construction</i>	(1,000,000)
Ending Fund Balance (cash basis)	8,907,065

GF Fund Revenues/Expenses





FY16-20 Fund Balance Projections

- Transfers to CIP for additional street work (\$400,000 annually)
- Transfer to Pension Fund to reduce unfunded liability (\$300,000 annually)
- Transfer to Enterprise Fund (\$30,000 in FY16)
- FY20 Projected Fund Balance
 - \$8,158,716, or approx. 49% of operating expenditures

FY16 Revenue Outlook



- Estimated decrease of (1.02)% in General Fund Revenues
- Utility taxes are projected to increase 2.74%
- Intergovernmental revenues (sales tax) is projected to increase 1.12%
- Licenses and permits revenues are projected to decrease (24.26)%
- Municipal Court revenues to decline (10.00)%
- Interest on investments are projected to increase 2.65%

FY16 General Fund Revenues



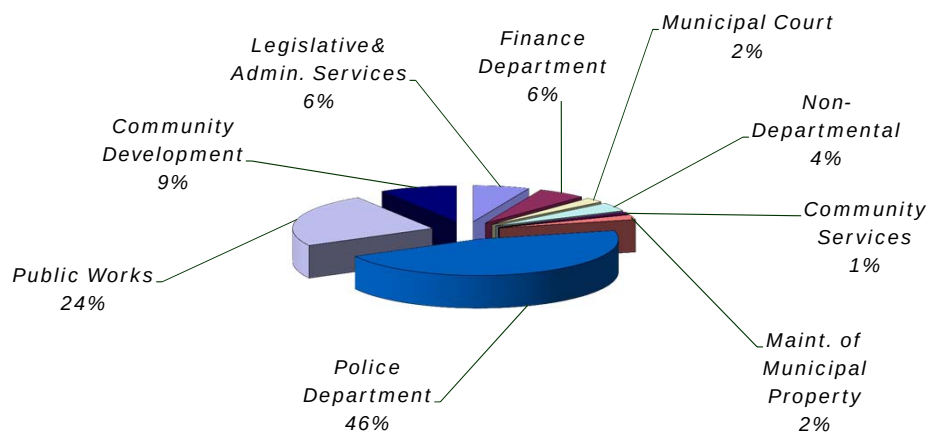
Intergovernmental Rev.	6,794,000
Public Utility Tax	6,113,000
Municipal Court	1,012,500
Licenses & Permits	868,700
General Prop Tax	577,000
Other Revenues	285,044
Investment Revenues	169,375
Municipal Facilities	121,000

General Fund Expenditures By Category



	FY15 Estimated	FY16 Projected	% Change
Personnel Services	10,002,768	10,626,825	6.2%
Operating Expenses	4,571,531	4,249,680	(7.0)%
Capital Outlay	329,667	417,838	26.7%
TOTAL	14,903,966	15,294,343	2.6%

General Fund Expenditures By Department



Personnel Expenditures



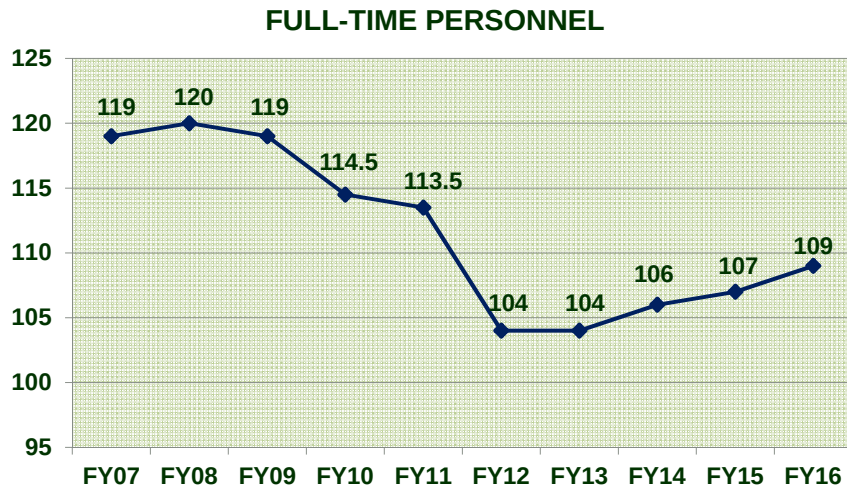
- Merit pay & one time merit bonus pay increases for FY16 are budgeted at \$183,160
 - Avg. increase of 3% to employees below salary grade max
 - Avg. increase of 1.5% to employee at max for one-time merit bonus
- Market adjustments (2%-5%) to several positions (approx. \$67,301)
- 3% increase to salary grade minimums and maximums in FY16

Personnel Expenditures



- Longevity pay to will decrease 3% (\$67,392)
- Two additional full-time positions:
 - Project Manager – Engineering (est. \$48,276 plus benefits)
 - Assist Public Works Department with field inspections and project management of street, sidewalk and building construction projects
 - Plans Examiner / Building Inspector (est. \$56,880 plus benefits)
 - Assist Building Division with residential & commercial construction plan review and field inspections

10-Year Staffing Levels



Health Insurance (1 of 2)



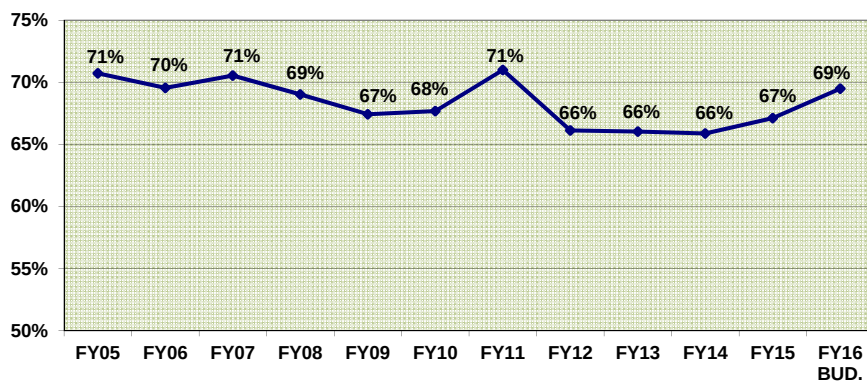
- Creve Coeur is 1 of 19 cities/agencies that comprise the St. Louis Area Insurance Trust (SLAIT) self-insured health program.
- Rate hold (0%) for FY16 (approx. \$1.26 million)
 - Average rate increase under SLAIT (2010-16) = 4.3%
 - Average increase prior to SLAIT (2000-09) = 11.3%

Health Insurance (2 of 2)



- Affordable Care Act self-insured health plans required to pay \$63/annually per participant (approx. \$17,000) to stabilize individual market.
- Fee anticipated to be phased out in 2017.

Personnel as % of Total General Fund Budget



Operating Expenditures (1 of 3)



- Trash & recycling services (\$950,864) represent 20.4% of non-personnel in the General Fund in FY16.
- Approx. 30% reduction (\$400,000) from FY15.
- Residents selected approx. 75% curbside & 25% valet (rear yard) trash collection
 - FY16 – City pays entire \$15 for valet per household
 - FY17 – City / resident share cost @ \$7.50/ea.
 - FY18 – Resident pays entire \$15

Operating Expenditures (2 of 3)



- West Central Dispatch Center (\$480,000)
- Web redesign & content update (\$20,000)
- Strategic Plan update (\$15,000)
- Web based financial analysis software (\$8,900)
- IT management outsourcing (\$55,200)
- Employee Defined Benefit Plan & Defined Contribution Retirement Plan
 - Independent plan review (\$15,000)
 - Consultant for RFP process for investment manager / consulting services (\$15,000)

Operating Expenditures (3 of 3)



- Independent review of Street Pavement Condition Index Program (\$30,000)
- Street Maintenance Program Consulting (\$10,000)
- Consulting services to develop growth plan for Research Office District (Plant Science) (\$35,000)
- Emerald Ash Borer Tree Maintenance Program (\$30,000/Streets; \$10,000/Parks)

Capital Outlay (1 of 2)



- Agenda management lease (\$11,352/annual)
- Police Department
 - Replacement of 15 tasers (\$15,150)
 - Replacement of (13) in-car computers w/software (\$50,247)
 - (3) 2016 Dodge Chargers and (2) Ford Explorers (\$58,754)
 - (2) motorcycle HD video/audio systems (\$13,500)
 - (5) body cameras (\$7,800)

Capital Outlay (2 of 2)



- In-house email server (\$20,000)
- Commercial grade stump grinder (\$18,650)
- Misc. playground equipment & park furniture replacement (\$9,000)

Defined Benefit Pension Plan



- Employees hired prior to July 1, 2006
- 8-year normal vesting period
- Unreduced retirement based on rule of 85 formula or age 65 (55 for police).

Employee Contributions to DB Plan

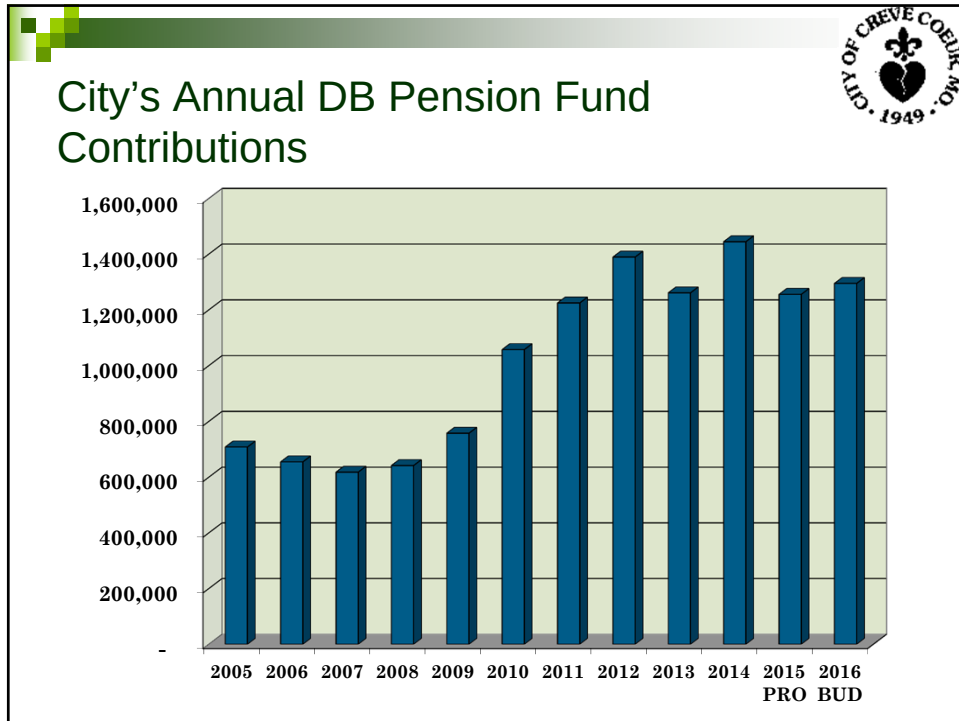


- FY12 – 1% of salary
- FY13 – 1.5% of salary
- FY14 – 2% of salary
- FY15 – 2.5% of salary
- **FY16 – 3% of salary**

Defined Benefit Pension Plan



- Employee contribution in FY16 will generate \$112,000 to offset a portion of the City's total contribution
- FY16 budgeted City contribution per actuary \$950,000
- FY16 additional City contribution by transfer \$300,000



Defined Benefit Pension Plan

Beginning Year Balance	\$22,350,324
Revenues	\$2,671,523
Expenditures	(\$1,507,863)
Transfers-In GF	\$300,000
Ending Fund Balance	\$23,813,984



Defined Contribution Retirement Plan

- City contributes 8% defined contribution for employees hired after June 1, 2006
- Employees are eligible for 1% contribution after 6 years of employment if they contribute 2% of their salary
- FY16 City contribution \$298,903



Capital Improvement Fund (1 of 3)

- Funding from half-cent sales tax projected to be \$2,100,938
- Funding from outside sources projected to be \$934,533
- General Fund transfer of \$400,000

Capital Improvement Fund (2 of 3)



- Major projects in the 5-Year CIP program budgeted for FY 2016 include:
 - Accessibility Improvements (\$20,000)
 - Public Art – Danforth Plant Science Center Bus Shelter (\$55,000)
 - Police & Government Center Facilities – Phase 2 Preliminary Design (\$55,000)
 - Public Art – CVS Bus Shelter (\$30,765)
 - Golf Course Dam Rehabilitation & Pond Siltation Removal – South (\$500,000)

Capital Improvement Fund (3 of 3)



- Major projects in the 5-Year CIP program budgeted for FY 2016 *continued*:
 - Street & Sidewalk Maintenance Program (\$1.1 million)
 - Street Reconstruction (\$350,000)
 - Olive Boulevard Sidewalk Mason West Engineering Concept (\$80,000)
 - Coeur de Ville Drive Resurface (\$655,000; federal grant will reimburse \$419,433)

Capital Improvement Fund (3 of 3)



- Major projects in the 5-Year CIP program budgeted for FY 2016 *continued*:
 - Warson Road Improvement Design & Engineering (\$55,000; federal grant will reimburse \$428,000 for construction in FY17)
 - Emerson Sidewalk Improvement Project Preliminary Design & Engineering (\$20,178)

Capital Equipment Program



- (1) two-ton dump w/plow & spreader (\$123,287)
- (1) one-ton dump truck w/plow & spreader (\$63,003)
- (1) trailer-mounted crash attenuator (\$21,000)
- (1) diesel powered leaf vacuum (\$44,615)



Enterprise Fund

- Golf Course, Ice Arena budgets accounted for independent of General Fund
- Transfers from General Fund have offset revenue decreases
- Goal is for Enterprise Fund to cover all operating costs with user fees.



Enterprise Fund FY15 Review

- Operating revenues projected to decrease by \$37,980 or (3.8%)
- Transfer from General Fund (\$10,000)
- Operating expenses projected to decrease by \$33,250 or (3.3%)



Enterprise Fund FY16

- Operating revenues estimated to increase \$10,665 or 1.12%
- Operating expenses estimated to increase \$38,905 or 4.05%
- Transfer from General Fund of \$30,000



Enterprise Fund FY16

REVENUES	
Ice Arena	534,240
Food Service	52,870
Golf Course	378,970
Utilization of Retained Earnings	3,162
Transfer from GF	30,000
TOTAL REVENUES	999,242

Enterprise Fund FY16



EXPENSES	
Ice Arena	474,027
Food Service	44,387
Golf Course	480,828
TOTAL EXPENSES	999,242

Enterprise Fund Capital Outlay



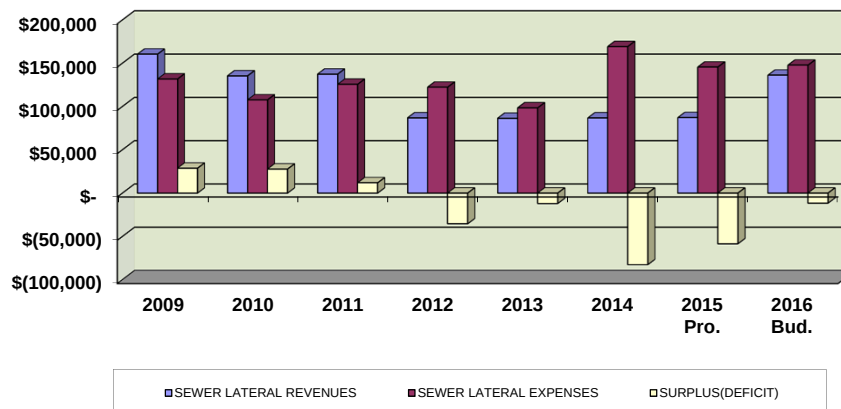
- Floor Scrubber Replacement (\$4,600)
- Triplex Mower (used) (\$15,000)
- Lease for (32) golf carts (\$19,200)



Sewer Lateral Fund

- Provides reimbursement of 80% or up to \$7,500 for costs associated with broken lateral lines
- Funded by \$18 property tax assessed on all residential property; proposed to return to \$28
- FY15 projected operating revenues \$87,000; expenditures \$145,508
- FY16 estimated operating revenues \$136,000; expenditures \$147,637

Sewer Lateral Fund Revenues and Expenses



Finance Committee Review

- Finance Committee reviewed on May 19 and June 2, 2015

Questions &
Answers



City Council
300 North New Ballas Rd
Creve-Coeur, MO 63141

Debbie Ryan
City Clerk
(314) 872-2517
www.creve-coeur.org/

Meeting: 06/08/15 07:00 PM

DOC ID: 1370

COUNCIL MINUTES (ID # 1370)

Council Minutes Dated May 26, 2015



**MINUTES
CITY OF CREVE COEUR
CITY COUNCIL
300 NORTH NEW BALLAS RD
MAY 26, 2015
7:30 PM**

CALL TO ORDER

A regular meeting of the City Council of the City of Creve Coeur was called to order by Council President Kreuter at the Creve Coeur Government Center, 300 N. New Ballas Road on Monday, May 26, 2015 at 7:30 p.m.

PLEDGE OF ALLEGIANCE

Kevin Westphal from Boy Scout Troop 809 led the Pledge of Allegiance.

INVOCATION

Council President Kreuter gave an invocation.

ROLL CALL

Mr. Kreuter	Council Member Ward I
Ms. Kramer	Council Member Ward I
Mrs. Lawrence	Council Member Ward II
Mrs. D'Alfonso	Council Member Ward III
Mr. Hoffman	Council Member Ward III
Mr. Kent	Council Member Ward IV
Mr. Saunders	Council Member Ward IV

* - Mayor Glantz and Council Member Wang were absent.

COMMENTS FROM THE GENERAL PUBLIC

(Citizens are asked to limit comments to three minutes and to complete a speaker card)

ACCEPTANCE OF THE AGENDA

Council Member Hoffman moved, seconded by Council Member Kramer to accept the agenda as presented, with the vote upon such motion as follows, to-wit:

Council Member Kramer – Aye
Council Member Lawrence- Aye
Council Member Hoffman – Aye
Council Member Kreuter – Aye
Council Member Saunders - Aye
Council Member Kent – Aye
Council Member D'Alfonso – Aye

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

Attachment: 05 26 15 minutes (1370 : Council Minutes Dated May 26, 2015)



**MINUTES
CITY OF CREVE COEUR
CITY COUNCIL
300 NORTH NEW BALLAS RD
MAY 26, 2015
7:30 PM**

ANNOUNCEMENTS

***The City Council meets the 2nd and 4th Monday of each month
6:00 p.m. - 7:00 p.m. - Work Session
7:00 p.m. - Regular Meeting of the City Council***

Future Public Hearing - June 8, 2015 - 7:00 P.M. - FY 2016 City Budget

1. CONSENT AGENDA

Council Member Saunders moved, seconded by Council Member Lawrence to approve the consent agenda as presented:

a. Council Minutes Dated May 11, 2015

b. Annual Records Destruction - 2015

Council President Kreuter called the question to approve the consent agenda as presented, with the vote upon such motion as follows, to-wit:

Council Member D'Alfonso – Aye
Council Member Kent – Aye
Council Member Saunders – Aye
Council Member Kramer – Aye
Council Member Lawrence – Aye
Council Member Hoffman – Aye
Council Member Kreuter – Aye

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

BILLS PAYABLE REPORT

For Information Only

Summary: A report of bills payable dated May 19, 2015 in the amount of \$724,449.77 has been provided for Council review. No vote is required.

UNFINISHED BUSINESS

2. Bill No. 5547 - an Ordinance Amending Section 235.030.A.2.B(8) Regarding Fees for Unlimited Yard Waste Collection Services. Final Reading and Passage

City Clerk read Bill No. 5547 for the final time.

Council Member Saunders moved, seconded by Council Member Hoffman to approve Bill No. 5547, with the vote upon such motion as follows, to-wit:

Attachment: 05 26 15 minutes (1370 : Council Minutes Dated May 26, 2015)



**MINUTES
CITY OF CREVE COEUR
CITY COUNCIL
300 NORTH NEW BALLAS RD
MAY 26, 2015
7:30 PM**

Council Member D'Alfonso – Aye
Council Member Kent – Aye
Council Member Saunders – Aye
Council Member Hoffman – Aye
Council Member Lawrence – Aye
Council Member Kramer – Aye
Council Member Kreuter – Aye

The vote on the motion being 7 ayes and 0 nays, motion carried. Bill No. 5547 becomes Ordinance No. 5425.

NEW BUSINESS

3. Bill No. 5548 - an Ordinance Authorizing the Installation of One (1) Fire Hydrant for West Side of Windsor Oaks Drive in the City of Creve Coeur, Missouri. First Reading

City Clerk read Bill No. 5548 for the first time.

4. Resolution No. 1167 - a Resolution of the City of Creve Coeur Adopting the St. Louis Regional All-Hazard Mitigation Plan 2015-2020 (Updated 2015)

City Clerk read Resolution No. 1167.

Council Member Saunders moved, seconded by Council Member Hoffman to approve Resolution No. 1167.

Lt. Koncki of the Creve Coeur Police Department stated FEMA (Federal Emergency Management Agency) requires local governments and school districts to adopt the updated plan by resolution of the governing body every five years.

Council President Kreuter called the question to approve Resolution No. 1167, with the vote upon such motion as follows, to-wit:

Council Member Kramer – Aye
Council Member Lawrence- Aye
Council Member Hoffman – Aye
Council Member Saunders – Aye
Council Member Kent – Aye
Council Member D'Alfonso – Aye
Council Member Kreuter – Aye

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



**MINUTES
CITY OF CREVE COEUR
CITY COUNCIL
300 NORTH NEW BALLAS RD
MAY 26, 2015
7:30 PM**

BUSINESS FROM MAYOR AND CITY COUNCIL

5. Council Liaison Reports

Council Member Hoffman stated on June 9, 2015 the Police Department award ceremony will take place in the lobby at 2 p.m. immediately followed by Police & Safety Committee meeting. National Night Out is scheduled for June 16, 2015, please contact Officer Grace Fico if you haven't been placed on a list yet.

BUSINESS FROM CITY ADMINISTRATOR

6. Renewal of City Attorney Retainer Agreement

Mark Perkins stated no action is needed to continue the agreement. City staff is happy with services provided by Carl Lumley and the fees/charges are in line with other area municipalities. Council concurred that no action required.

7. GFOA - Mo Award Recipient - Dan Smith, Finance Director

Mark Perkins stated Dan Smith, Finance Director for the City of Creve Coeur was awarded the 2015 Excellence in Government Award from the GFOA. Mr. Smith is an asset to the city, a constant professional and brings a lot to his profession by passing along his knowledge by mentoring. Council agreed.

Council Member Hoffman moved, seconded by Council Member Kramer to adjourn at 8:20 p.m., with the vote upon such motion begin as follows:

Council Member D'Alfonso – Aye
Council Member Kent – Aye
Council Member Kreuter – Aye
Council Member Hoffman – Aye
Council Member Lawrence – Aye
Council Member Kramer – Aye

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

Submitted by:

Deborah Ryan
City Clerk

David Kreuter
Council President

Attachment: 05 26 15 minutes (1370 : Council Minutes Dated May 26, 2015)



City Council
300 North New Ballas Rd
Creve-Coeur, MO 63141

Debbie Ryan
City Clerk
(314) 872-2517
www.creve-coeur.org/

Meeting: 06/08/15 07:00 PM

DOC ID: 1359

DISCUSSION ITEM (ID # 1359)

Creve Coeur Arts Committee Request Regarding the 2015 Silver Screen Series Film Festival

The Creve Coeur Arts Committee is interested in continuing its partnership with Maturity and Its Muse for the 2015 Silver Screen Series Film Festival. The Film Series will screen four films, one each week, on Thursdays in September, at the Creve Coeur AMC Theatre. The films selected will carry the message that aging is positive and fun. As we have done the past two years, we will develop additional programming to coordinate with these films, which could include panel discussions about productive aging, entertainment provided by senior citizens, or other related activities.

Maturity and Its Muse, a 501(c)(3) not for profit organization, was founded by Lynn Hamilton in 2009. Its mission is to promote positive and productive aging through the arts.

The Creve Coeur Arts Committee is seeking Council's approval for the event. Below is our initial budget for the film series. This includes \$4000 in financial assistance from the City (any additional funds raised would be used to lessen the City's contribution, as was achieved previously). We seek permission also to solicit for donations in compliance with the City's Donation Policy. A list of potential donors is attached.

It should be noted that last year the City provided \$4000 for the 2014 Silver Screen Series, and very little of that amount needed to be utilized. We spent a total of \$1914.88 in City funds. We are again asking for \$4000 for the 2015 film series, in case of unexpected expenses or an underwriting shortfall.

The film series the past two years generated tremendous good will for the City and its residents. We look forward to building on our success and creating another compelling event that celebrates seniors in our community and beyond.

EXPENSES

Film rental (\$500 per film x 4 films)	\$2,000
Printing (posters & flyers)	1,800
Refreshments (\$250 x 4)	1,000
Contingency	<u>1,200</u>
<u>Total Expenses</u>	<u>\$6,000</u>

REVENUES

Underwriters	\$2,000
Financial assistance from City	<u>4,000</u>
<u>Total Revenues</u>	<u>\$ 6,000</u>

MEMO TO MAYOR, CITY COUNCIL AND CITY ADMINISTRATOR**Meeting Date:** June 8, 2015**Subject:** Creve Coeur Arts Committee request regarding the 2015 Silver Screen Series Film Festival

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Contingency	<u>1,200</u>
<u>Total Expenses</u>	<u>\$6,000</u>

REVENUES

Underwriters	\$2,000
Financial assistance from City	<u>4,000</u>
<u>Total Revenues</u>	<u>\$ 6,000</u>

THE 2015 SILVER SCREEN SERIES
COMPLIANCE WITH CREVE COEUR'S DONATION POLICY

In accordance with the City's Donation Policy, we are asking permission to contact the following entities for underwriting support and/or in-kind contributions. Money raised will reduce the amount of financial assistance from the City.

AMC Theatres
Barnes Jewish Hospital
Creve Coeur Assisted Living & Memory Care
Danforth Plant Science Center
First Watch
The Gatesworth Senior Living/Parc Provence
The Hallmark
Lutheran Senior Services
Mercy Hospital
Monsanto or Monsanto Fund (Deborah Patterson)
Dr. Phil and Sima Needleman
Pasta House Company
Plaza Motors
St. Lukes Hospital
Washington University



City Council
300 North New Ballas Rd
Creve-Coeur, MO 63141

SCHEDULED

Meeting: 06/08/15 07:00 PM
Department: Finance Department
Category: Report
Prepared By: Sherry Hall
Initiator: Dan Smith
Sponsors:

BILLS LISTING (ID # 1366)

DOC ID: 1366 A

Bills Payable Listing

For Information Only

A report of bills payable dated June 3, 2015 in the amount of \$175,490.73 has been provided for Council review. No vote is required.



City of Creve Coeur
300 N. New Ballas Road
Creve Coeur, Missouri 63141
(314) 432-6000
www.creve-coeur.org

DATE: June 3, 2015

TO: Mark Perkins, City Administrator

FROM: Daniel Smith, Director of Finance

SUBJECT: Bills Payable

For your information and transmittal to the City Council, is a list of bills payable dated June 3, 2015 in the amount of \$175,490.73.



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

NO DEPT - NO DIV

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00344		1002365356	30-Apr-15	BRIDGESTONE GOLF, INC.	GOLF BALLS FOR RESALE	06-00-00-1625	153.00
02472		051115	11-May-15	GOLD, ROBERT	SEWER LATERAL REPAIR REIMB.	02-00-00-1901	4,919.20
02475		031615	16-Mar-15	JOEL KALEMIS	SEWER LATERAL REPAIR REIMB.	02-00-00-1901	3,592.00
00105		0346017192005	15-May-15	REPUBLIC SERVICES	500 EA YARD WASTE BAGS	01-00-00-1655	1,725.00
00092		71593	06-May-15	ST LOUIS COUNTY	ST LOUIS CNTY MUNI HOUSNG FEE	01-00-00-2410	210.00
02473		43015	30-Apr-15	VETTER, JOSEPH	SEWER LATERAL REPAIR REIMB.	02-00-00-1901	2,192.00
02474		030915	09-Mar-15	ZELSON, LINDA	SEWER LATERAL REPAIR REIMB.	02-00-00-1901	5,324.80
Sum of Invoices							18,116.00



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

LEGISLATIVE

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00303		10765337	20-May-15	MISSOURI LAWYERS MEDIA	PUB HRG NOTICE-FY 16 BUDGET	01-11-13-6260	107.88
01048		9745654143	13-May-15	VERIZON WIRELESS	AIR CARD 4/14-5/13/15	01-11-13-9504	40.01
Sum of Invoices							147.89



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

Administration

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00005		1680781	13-May-15	AMERICAN STAMP	NAME BADGE	01-12-11-6202	14.00
00005		1680938	21-May-15	AMERICAN STAMP	NAME BADGE-NEW STAFF MEMBER	01-12-11-6202	14.00
02443		87136	15-May-15	BENEFLEX HR RESOURCES, INC.	MONTHLY COBRA ADMIN	01-12-11-6203	723.00
02470		2827	21-May-15	U.S. GREEN BUILDING COUNCIL	INTERNSHIP-GREENHSE GAS INV.	01-12-11-6203	2,000.00
Sum of Invoices							2,751.00



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

IT

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00474	P002158	IN007033	19-May-15	AP TECHNOLOGY	SECUREIMAGE-ANNUAL MAINT.	01-12-51-6213	115.00
00474	P002158	IN007033	19-May-15	AP TECHNOLOGY	SECURECHECK-ANNUAL MAINT.	01-12-51-6213	995.00
02338		70128	06-May-15	ID EDGE INC	ID CARD BLANKS	01-12-51-7331	54.83
Sum of Invoices							1,164.83



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

FINANCE

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00016		052115	21-May-15	COLLECTOR OF REVENUE	SALES TAX REPORT-MAY 2015	01-13-11-6202	20.00
Sum of Invoices							20.00



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

MUNICIPAL COURT

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00050		INV0041689	15-May-15	REJIS	SUBSCRIPTION FEES-MAY 2015	01-13-14-6202	1,671.51
00005		1680909	19-May-15	AMERICAN STAMP	PRE-INKED STAMPS	01-13-14-7304	83.65
01169		3265308382	02-May-15	STAPLES ADVANTAGE	CONFIDENTIAL STAMPS, REDAC. TA	01-13-14-7304	58.05
Sum of Invoices							1,813.21



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

INTERDEPARTMENTAL

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
01169		3265308382	02-May-15	STAPLES ADVANTAGE	REDACTION TAPE	01-13-15-7312	2.24
00075		4055	04-May-15	WUSSLER BUSINESS FORMS	BUSINESS CARDS	01-13-15-7312	198.00
01169		3263611793	18-Apr-15	STAPLES ADVANTAGE	BINDERS, FOLDERS-CHIEF'S OFFIC	01-13-15-7312	90.66
00045		767454267001	24-Apr-15	OFFICE DEPOT-BUSINESS DIV	TONER-BLDG. DEPT.	01-13-15-7312	268.97
00045		767271202001	23-Apr-15	OFFICE DEPOT-BUSINESS DIV	TAPE DISP., CALCULATOR-ICE	01-13-15-7312	26.24
00046		CIV0132572	01-May-15	OFFICE ESSENTIALS	CHAIRMAT-PD	01-13-15-7312	45.23
01484		354658-0	06-May-15	OFFICE SOURCE, INC.	20 CASES 8.5x11 PAPER	01-13-15-7312	599.80
Sum of Invoices							1,231.14



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

COMMUNITY SERVICES

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00005		1680641 GF	05-May-15	AMERICAN STAMP	PRE-INKED STAMPS FOR POS	01-14-11-7304	103.10
01693		94555197 GF	17-Apr-15	RICOH	COPIER LEASE	01-14-11-6213	77.47
Sum of Invoices							180.57



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

ICE ARENA

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00005		1680640 EF	05-May-15	AMERICAN STAMP	PRE-INKED STAMPS FOR POS	06-14-31-7304	103.10
00080		4547-126-5	31-Dec-14	DIERBERGS	SNACKS FOR 2014 HOLIDAYS-ICE	06-14-31-7304	28.95
00080		6526-184-5	23-Jan-15	DIERBERGS	BIRTHDAY CAKE	06-14-31-7304	27.99
01693		9455197 EF	17-Apr-15	RICOH USA, INC	COPIER LEASE 4/12 - 5/11/15	06-14-31-6213	77.47
01169		3259680340	07-Mar-15	STAPLES ADVANTAGE	TIME CARDS, STENO BOOKS	06-14-31-7304	35.59
Sum of Invoices							273.10



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

GOLF MAINTENANCE

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00066		246244	08-May-15	FROESEL OIL	250 GAL GASOLINE	06-14-32-7307	557.14
00066		246243	08-May-15	FROESEL OIL	100 GAL DIESEL FUEL	06-14-32-7307	208.27
01415	P002156	INV0014538	11-May-15	GREENSPRO, INC.	ACELEPRYN INSECTICIDE	06-14-32-7303	927.50
01136		71642249	06-May-15	JOHN DEERE LANDSCAPES	FERTILIZER SPREADER	06-14-32-7303	440.96
00040		57384	16-Mar-15	MILBRADT	BACKPACK BLOWER	06-14-32-6212	351.99
00565		72-2015DUES	04-May-15	MISSISSIPPI-VALEY GOLF COURSE SUPER. ASSOC.	ANNUAL DUES-GETTEMEIER	06-14-32-6262	80.00
00565		283-2015DUES	05-May-15	MISSISSIPPI-VALEY GOLF COURSE SUPER. ASSOC.	ANNUAL DUES-PFLANTZ	06-14-32-6262	80.00
00175		1010404-00	15-May-15	MTI DISTRIBUTING, INC.	VALVE GASKET COVER FOR MD80	06-14-32-6211	5.32
00175		1007567-01	15-May-15	MTI DISTRIBUTING, INC.	CUT SPACERS FOR 4500	06-14-32-6211	31.60
00491		122186	07-May-15	SCHMITTEL'S NURSERY	6 FLATS WAVE PETUNIAS	06-14-32-7303	174.00
00173		IN126561	15-May-15	SUPREME TURF PRODUCTS	FERTILIZER-FAIRWAYS/TEES	06-14-32-7303	660.00
00173		IN126399	08-May-15	SUPREME TURF PRODUCTS	FUNGICIDE FOR GREENS	06-14-32-7303	345.00
00173		IN126401	11-May-15	SUPREME TURF PRODUCTS	FUNGICIDE FOR GREENS	06-14-32-7303	520.00
00173		IN126402	11-May-15	SUPREME TURF PRODUCTS	WETTING AGENT FOR GREENS	06-14-32-7303	585.00

Sum of Invoices 4,966.78



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

PRO SHOP

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00121		925977076	28-Apr-15	CALLAWAY GOLF	LOGO GOLF BALLS FOR RESALE	06-14-33-8324	343.75
01693		9455197 EF	17-Apr-15	RICOH USA, INC	COPIER LEASE 4/12 - 5/11/15	06-14-33-6213	77.47
Sum of Invoices							421.22



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

SNACK BAR

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
01001		66494	12-May-15	BI-STATE REFRIGERATION	REPAIRS TO ICE MACHINE	06-14-34-6211	160.00
02437	P002140	8965	11-May-15	J.J. KOKESH & SON, INC.	REPLACE GREASE TRAP/PIPING	06-14-34-6211	559.00
02437	P002140	8965	11-May-15	J.J. KOKESH & SON, INC.	REPLACE GREASE TRAP/PIPING	06-14-34-6212	520.13
01471		96944	29-Apr-15	RL MUELLER NATIONAL DIST., INC.	SNACKS FOR RESALE	06-14-34-8319	312.38
01121		82322	18-May-15	TJ'S PIZZA	PIZZAS FOR RESALE	06-14-34-8315	192.35
Sum of Invoices							1,743.86



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

BUILDING MAINTENANCE

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
01550		452-8805545	26-May-15	ARAMARK UNIFORM SERVICES	UNIFORM RENTAL (5/26/15)	01-16-11-7308	4.16
01550		452-8780180	19-May-15	ARAMARK UNIFORM SERVICES	UNIFORM RENTAL (5/19/15)	01-16-11-7308	4.16
01867		18802	03-Apr-15	AUTHORIZED ELEVATOR	ELEVATOR REPAIRS 4/3/15	01-16-11-6211	302.20
00692		544319	14-May-15	ST LOUIS SAFETY, INC.	KNEE PADS, SAFETY GLASSES	01-16-11-7308	27.91
00087		54078	19-May-15	SYSTEMAIRE	HEAT PUMP #25 REPAIRS	01-16-11-6212	782.50
00087		54051	19-May-15	SYSTEMAIRE	HEAT PUMP #21 REPAIR	01-16-11-6212	490.00
Sum of Invoices							1,610.93



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

POLICE-ADMIN

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
02119		221701	15-May-15	DAVE SINCLAIR LINCOLN-MERCURY, INC.	CAR 2402 3000 MILE SERVICE	01-21-11-6210	42.95
02094		812HP025M34404	11-May-15	MISSOURI STATE HIGHWAY PATROL	(6) MULES SEARCHES	01-21-11-6203	72.00
00050	P001945	INV0041690	15-May-15	REJIS	SUBSCRIPTION FEES-MAY 2015	01-21-11-6202	4,030.39
00050		INV0041690..	15-May-15	REJIS	NETMOTION CONN. WIRELESS FEE	01-21-11-6202	8.00
00050		INV0041690..	15-May-15	REJIS	LIVESCAN CONNECTION-MAY 2015	01-21-11-6202	50.00
00050		INV0041690..	15-May-15	REJIS	IMDS ORACLE DB MAINT-MAY 2015	01-21-11-6202	21.00
00050		INV0041690..	15-May-15	REJIS	CISCO ASA 5505 MAINT-MAY 2015	01-21-11-6202	20.77
00050		INV0041690..	15-May-15	REJIS	5% MONTHLY REBATE-MAY 2015	01-21-11-6202	-201.52
00050	P001946	INV0041690.	15-May-15	REJIS	GLOBAL SOFTWARE SVC-MAY 2015	01-21-11-6213	1,102.50
00050		INV0041690..	15-May-15	REJIS	CAD MOBILE ACCESS-MAY 2015	01-21-11-6213	52.50
01048		9745129926	04-May-15	VERIZON WIRELESS	BROADBAND-IPAD APRIL 2015	01-21-11-6253	40.01
01048		285787742-0	18-May-15	VERIZON WIRELESS	MONTHLY AIRCARD CHARGES	01-21-11-6253	40.01
Sum of Invoices							5,278.61



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

POLICE-INVESTIGATIONS

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00050		INV0041690..	15-May-15	REJIS	IMDS ORACLE DB MAINT-MAY 2015	01-21-21-6202	10.50
Sum of Invoices							10.50



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

POLICE-PATROL

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00426	P002112	33204	21-May-15	ADGRAPHIX	GRAPHIC PKG FOR 2015 EXPLORER	01-21-22-6210	190.00
00426	P002112	33204	21-May-15	ADGRAPHIX	INSTALLATION FEE	01-21-22-6210	59.00
02126	P002141	477887	05-May-15	ALAMAR UNIFORMS OF KANSAS CITY	SHIPPING FEE	01-21-22-7313	45.00
02126	P002141	477887	05-May-15	ALAMAR UNIFORMS OF KANSAS CITY	CTS SUPER SOCK ROUNDS	01-21-22-7313	1,164.00
01821		6049063	21-May-15	ALL STAR DODGE CHRYSLER JEEP	CAR 2406 REPL BRKN SEATBELT	01-21-22-6210	185.76
00234		427459	03-Apr-15	ED. ROEHR SAFETY PRODUCTS	UNIFORM ITEMS FOR PO WILSON	01-21-22-5107	312.50
00234		430061	18-May-15	ED. ROEHR SAFETY PRODUCTS	TWO "L" BRACKETS	01-21-22-6210	9.88
00234		430060	18-May-15	ED. ROEHR SAFETY PRODUCTS	CREDIT FOR BRACKET NOT NEEDED	01-21-22-6210	-37.00
00096		151100	25-May-15	EVS	INSTALL COMPUTER IN CAR 2405	01-21-22-6210	195.00
00096		151101	25-May-15	EVS	INSTALL LPR & COMPUTER IN 2406	01-21-22-6210	345.00
00147		499571	26-May-15	INTOXIMETERS	PAPER ROLLS DP SINGLE PLY	01-21-22-6211	99.00
00147		499572	26-May-15	INTOXIMETERS	MOUTHPIECE AS4 OR ECIR	01-21-22-6211	87.00
00125		346119	17-Mar-15	LEON UNIFORM	UNIFORMS FOR PO WILSON	01-21-22-5107	505.60
00125		346119-01	23-Mar-15	LEON UNIFORM	UNIFORMS FOR PO WILSON	01-21-22-5107	170.30
00125		349935	13-May-15	LEON UNIFORM	3 SHIRTS FOR CHAPLAINS	01-21-22-7308	164.63
00125		347416	18-May-15	LEON UNIFORM	BIKE PATROL UNIFORM-OFFICER	01-21-22-7308	114.93
00098		3028	13-May-15	McCLAIN RADAR SERVICE	SERVICE CALL TO REPAIR RADAR	01-21-22-6211	75.00
00050		INV0041690..	15-May-15	REJIS	14 VERIZON DATA LINES-MAY 2015	01-21-22-6253	686.00
01584		1500635	19-May-15	RESPONDER PUBLIC SAFETY EQUIPMENT	(2) COMPUTER MONITOR MOUNTS	01-21-22-6210	529.50
01584		1500636	19-May-15	RESPONDER PUBLIC SAFETY EQUIPMENT	(4)BRACKETS FOR MONITOR MOUNTS	01-21-22-6210	128.95
01584		1500658	20-May-15	RESPONDER PUBLIC SAFETY EQUIPMENT	CREDIT FOR RETURNED ITEM	01-21-22-6210	-57.14
01584		1500657	21-May-15	RESPONDER PUBLIC SAFETY EQUIPMENT	RETURN SIREN SPKR BRACKET	01-21-22-6210	-24.99
01584		1500659	20-May-15	RESPONDER PUBLIC SAFETY EQUIPMENT	(2) CUPHOLDERS 6 FILLER PLATES	01-21-22-6210	117.19
Sum of Invoices							5,065.11



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

STREETS

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
01550		452-8805542	26-May-15	ARAMARK UNIFORM SERVICES	MOP RENTAL (5/26/15)	01-31-41-6212	3.97
01550		452-8780177	19-May-15	ARAMARK UNIFORM SERVICES	MOP RENTAL (5/19/15)	01-31-41-6212	3.97
01550		452-8805542	26-May-15	ARAMARK UNIFORM SERVICES	UNIFORM RENTAL (5/26/15)	01-31-41-7308	62.29
01550		452-8780177	19-May-15	ARAMARK UNIFORM SERVICES	UNIFORM RENTAL (5/19/15)	01-31-41-7308	62.30
00010		965963	19-May-15	BRANNEKY HARDWARE	PLEXIGLASS FOR SIGNS	01-31-41-7311	73.24
01187		1915950	19-May-15	CHEMSEARCH	CHEMICALS FOR SHOP FLOOR	01-31-41-7301	174.00
00049		37998	20-May-15	EMPLOYEE STAFFING GROUP	TEMP PERSONNEL W/E 5/17/15	01-31-41-6207	2,956.33
00049		37984	13-May-15	EMPLOYEE STAFFING GROUP	TEMP PERSONNEL W/E 5/10/15	01-31-41-6207	2,571.82
00023		468183	21-May-15	FRED WEBER	ASPHALT-ANDES/CLION	01-31-41-7305	220.00
00023		467861	20-May-15	FRED WEBER	ASPHALT-CLION	01-31-41-7305	165.00
00023		467335	18-May-15	FRED WEBER	ASPHALT-CLION	01-31-41-7305	330.00
02402		6219-239031	20-May-15	HANDY AUTOMOTIVE	GASKET MATERIAL	01-31-41-6210	3.27
02402		6219-238670	18-May-15	HANDY AUTOMOTIVE	OIL & FUEL FILTERS	01-31-41-6210	13.24
02402		6219-239558	27-May-15	HANDY AUTOMOTIVE	OIL FILTERS	01-31-41-6210	12.96
00156		65917	15-May-15	L & C TRUCK REPAIR, INC.	EMERGENCY REPAIRS-TRK 311	01-31-41-6210	1,156.30
00156		65377	05-May-15	L & C TRUCK REPAIR, INC.	REPLACE TRANSMISSION LINES 311	01-31-41-6210	929.45
00100		34277	14-May-15	MISSOURI PETROLEUM	ASPHALT TACK	01-31-41-7305	150.00
00411		105919	22-May-15	N.B. WEST CONTRACTING CO.	COLD PATCH	01-31-41-7305	232.30
00786		0512818-IN	26-May-15	NEUMAYER EQUIPMENT COMPANY, INC.	DIESEL PUMP DISPLAY REPAIR	01-31-41-6212	811.30
01962		3506	13-Mar-15	PAINTING TECHNOLOGIES	PAINT DAMAGED COLUMN 270 RAMP	01-31-41-6212	500.00
00110		321077	19-May-15	RICMAR INDUSTRIES	LENS CLEANING WIPES-SAFETY GLA	01-31-41-7308	71.93
00270		21639-00	18-May-15	TERMINAL SUPPLY CO.	DIRECTIONAL LED WARNING LIGHT	01-31-41-7305	625.44

Sum of Invoices 11,129.11



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

HEALTH & WELFARE

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00105	P001995	0346-017192005	15-May-15	REPUBLIC SERVICES	RESIDENTIAL SERVICE-MAY 2015	01-31-42-6214	85,691.40
00105	P001995	0346-017192005	15-May-15	REPUBLIC SERVICES	RECYCLING SERVICE-MAY 2015	01-31-42-6217	24,849.00
Sum of Invoices							110,540.40



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

PARKS

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
01550		452-8805542	26-May-15	ARAMARK UNIFORM SERVICES	UNIFORM RENTAL (5/26/15)	01-31-43-7308	20.77
01550		452-8780177	19-May-15	ARAMARK UNIFORM SERVICES	UNIFORM RENTAL (5/19/15)	01-31-43-7308	20.77
02332		612840	18-May-15	ARCH ENGRAVING	REPLACE BROKEN MEMORIAL PLAQUE	01-31-43-6212	30.00
00011		29071162	14-May-15	CARTER-WATERS LLC	ITEMS FOR TENNIS COURT REPAIRS	01-31-43-6212	65.69
00011		29070980	12-May-15	CARTER-WATERS LLC	SEALANT FOR TENNIS COURTS	01-31-43-6212	195.00
00049		37998	20-May-15	EMPLOYEE STAFFING GROUP	TEMP PERSONNEL W/E 5/17/15	01-31-43-6207	985.44
00049		37984	13-May-15	EMPLOYEE STAFFING GROUP	TEMP PERSONNEL W/E 5/10/15	01-31-43-6207	857.28
02402		6219-238670	18-May-15	HANDY AUTOMOTIVE	OIL & FUEL FILTERS	01-31-43-6210	4.41
02402		6219-239558	27-May-15	HANDY AUTOMOTIVE	OIL FILTERS	01-31-43-6210	4.32
02402		6219-238885	19-May-15	HANDY AUTOMOTIVE	OIL FILTER FOR J.D. TRACTOR	01-31-43-6211	7.04
00117		0050748	14-May-15	HOME DEPOT	ITEMS FOR PARK MAINTENANCE	01-31-43-6212	21.55
00117		1014429	13-May-15	HOME DEPOT	HOSE REEL-TAPPMeyer	01-31-43-6212	99.94
01136		71776254	14-May-15	JOHN DEERE LANDSCAPES	RAINBIRD SOLENOID, CLAMPS	01-31-43-9503	709.09
00209		223169/1	17-May-15	KIRKWOOD MATERIAL SUPPLY	MULCH FOR W. OLIVE ISLANDS	01-31-43-7303	321.00
00209		223157/1	16-May-15	KIRKWOOD MATERIAL SUPPLY	MULCH FOR W. OLIVE ISLANDS	01-31-43-7303	160.50
00209		223189/1	18-May-15	KIRKWOOD MATERIAL SUPPLY	MULCH FOR W. OLIVE ISLANDS	01-31-43-7303	160.50
00209		223322/1	19-May-15	KIRKWOOD MATERIAL SUPPLY	MULCH FOR W. OLIVE ISLANDS	01-31-43-7303	321.00
00209		223495/1	20-May-15	KIRKWOOD MATERIAL SUPPLY	MULCH FOR W. OLIVE ISLANDS	01-31-43-7303	321.00
00209		223574/1	21-May-15	KIRKWOOD MATERIAL SUPPLY	MULCH FOR W. OLIVE ISLANDS	01-31-43-7303	321.00
00209		222497/1	08-May-15	KIRKWOOD MATERIAL SUPPLY	MULCH FOR W. OLIVE ISLANDS	01-31-43-7303	160.50
00209		222657/1	12-May-15	KIRKWOOD MATERIAL SUPPLY	MULCH FOR W. OLIVE ISLANDS	01-31-43-7303	160.50
00156		65917	15-May-15	L & C TRUCK REPAIR, INC.	EMERGENCY REPAIRS-TRK 311	01-31-43-6210	385.44
00156		65377	05-May-15	L & C TRUCK REPAIR, INC.	REPLACE TRANSMISSION LINES 311	01-31-43-6210	309.82
00110		321077	19-May-15	RICMAR INDUSTRIES	LENS CLEANING WIPES-SAFETY GLA	01-31-43-7308	71.92
00492	P002133	166398	27-May-15	TOMASOVIC GREENHOUSE & NURSERY INC	SPRING ANNUALS FOR OLIVE/I270	01-31-43-7303	2,773.00

Sum of Invoices 8,487.48



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

COMMUNITY DEVELOPMENT - PLANNING

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
00213		052715-1	27-May-15	MCLAUGHLIN COURT REPORTING SERVICES, INC	CRT REPORTER 5/4/15 P&Z MTG	01-32-11-6203	90.00
00303		10767550	20-May-15	MISSOURI LAWYERS MEDIA	PUB HRG NOTICE-P&Z	01-32-11-6260	42.92
Sum of Invoices							132.92



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

COMMUNITY DEVELOPMENT - BUILDING

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account	Invoice Amount
01048		9745129926	04-May-15	VERIZON WIRELESS	TABLETS FOR INSPECTORS APRIL	01-32-61-6253	290.06
Sum of Invoices							290.06



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

CAPITAL IMPROVEMENTS

Vendor Number	Purchase Order	Invoice Number	Invoice Date	Vendor Name	Description	GL Account
00102		794720	19-May-15	BEYERS LUMBER	WOOD FOR ART PROJECT	02-61-71-9501-14103

Sum of Invoices

Total of All Invoices



CITY OF CREVE COEUR
ACCOUNTS PAYABLE LISTING

6/3/2015

Invoice Amount
116.01
116.01

175,490.73



City Council
300 North New Ballas Rd
Creve-Coeur, MO 63141

Meeting: 06/08/15 07:00 PM
Department: Legislative /City Clerk
Category: Policy
Prepared By: Debbie Ryan
Department Head: Debbie Ryan

SCHEDULED

ORDINANCE

**Bill No. 5548 - an Ordinance Authorizing the Installation of
One (1) Fire Hydrant for West Side of Windsor Oaks Drive in
the City of Creve Coeur, Missouri. Final Reading and
Passage**

At the request of American Water Company and the Creve Coeur Fire District to install
a fire hydrant on the west side of Windsor Oaks Drive.

Ordinance

Meeting of June 8, 2015

BILL No. 5548

ORDINANCE No. _____

AN ORDINANCE AUTHORIZING THE INSTALLATION OF ONE (1) FIRE HYDRANT FOR WEST SIDE OF WINDSOR OAKS DRIVE IN THE CITY OF CREVE COEUR, MISSOURI

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CREVE COEUR MISSOURI AS FOLLOWS:

SECTION 1: As requested by the Creve Coeur Fire District, the Missouri American Water Company, in accordance with its duties pursuant to its certificate of convenience and necessity, shall install one (1) public fire hydrant in the City of Creve Coeur at the following location:

One (1) new public fire hydrant shall be installed on the west side of Windsor Oaks Drive approximately 210 ft. north of the intersection of Conway Road and Windsor Oaks Drive between Lot – 1 and Lot - 2.

SECTION 2: All of said work shall be done under the supervision of the City Council or its proper representative, and for the purpose of this ordinance, the Missouri American Water Company is hereby given permission to make all necessary excavations for the proper execution of said work.

SECTION 3: This ordinance shall become effective in accordance with Section 3.11 (g) of the City Charter.

ADOPTED THIS ____ DAY OF _____, 2015

DAVID KREUTER
PRESIDENT OF CITY COUNCIL

APPROVED THIS ____ DAY OF _____, 2015

BARRY GLANTZ
MAYOR

ATTEST:

DEBORAH RYAN
CITY CLERK

Attachment: Bill No. 5548 (1352 : Bill No. 5548 - Fire Hydrant for Windsor Oaks Drive)



City Council
300 North New Ballas Rd
Creve-Coeur, MO 63141

Meeting: 06/08/15 07:00 PM
Department: Finance Department
Category: Budget
Prepared By: Sherry Hall
Department Head: Dan Smith

SCHEDULED

ORDINANCE

**Bill No. 5549 - an Ordinance Amending the Adopted FY 2015
General, Capital, Retirement and Municipal Enterprise Funds
Budgets of the City of Creve Coeur by Authorizing Additional
Appropriations and Unappropriations from Operating
Departments. First Reading**

An Ordinance to amend the FY 2015 Budget in the General, Capital, Retirement and
Municipal Enterprise Funds

Ordinance

Meeting of June 8, 2015

BILL NO. _____

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE ADOPTED FY 2015 GENERAL, CAPITAL
RETIREMENT AND MUNICIPAL ENTERPRISE FUNDS BUDGETS OF THE CITY OF CREVE COEUR
BY AUTHORIZING ADDITIONAL APPROPRIATIONS AND UNAPPROPRIATIONS
FROM OPERATING DEPARTMENTS**

WHEREAS, REVENUES WERE ESTIMATED AND APPROPRIATIONS WERE AUTHORIZED IN THE ANNUAL CITY BUDGET ADOPTED ON JUNE 23, 2014 BY ORDINANCE NO. 5379 AND AMENDED ON FEBRUARY 9, 2015 BY ORDINANCE NO. 5419

WHEREAS, IT IS IN THE INTEREST OF THE CITY OF CREVE COEUR TO AUTHORIZE ADDITIONAL APPROPRIATIONS TO PAY FOR UNBUDGETED AND UNANTICIPATED EXPENDITURES AND TO UNAPPROPRIATE ITEMS BUDGETED BUT NOT COMPLETED IN VARIOUS CATEGORIES AS PROVIDED IN THE CITY CHARTER AND THE CITY CODE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CREVE COEUR AS FOLLOWS:

SECTION 1. THAT THE ANNUAL OPERATING BUDGETS FOR THE GENERAL, CAPITAL, RETIREMENT AND MUNICIPAL ENTERPRISE FUNDS FOR FISCAL YEAR 2015 AS ADOPTED, ARE HEREBY AMENDED BY AUTHORIZING ADDITIONAL APPROPRIATIONS IN THE AMOUNT OF \$580,423 IN THE FOLLOWING DEPARTMENTS:

GENERAL FUND

CITY COUNCIL	12,150
CITY CLERK	5,532
MIS	547
FINANCE	7,100
MUNICIPAL COURT	600
NON-DEPARTMENTAL	8,000
BUILDING MAINTENANCE	7,760
POLICE - ADMINISTRATION	4,700
POLICE - INVESTIGATION	2,500
POLICE - PATROL	6,500
PUBLIC WORKS - ADMIN	1,600
PUBLIC WORKS - STREETS	28,850
PUBLIC WORKS - PARKS	25,200
COMMUNITY DEVELOPMENT - ADMIN	34,300
COMMUNITY DEVELOPMENT - BUILDING DIVISION	14,590
TOTAL ADDITIONAL APPROPRIATIONS-GENERAL FUND	\$ 159,929

CAPITAL FUND

PARK DEVELOPMENT PROJECT	\$ 7,480
TAPPMAYER HOUSE PAINTING	30,000
DIELMANN RECREATION COMPLEX IMPROVEMENTS	103,000
STREET MAINTENANCE - CONCRETE	184,000
STREET RECONSTRUCTION	57,500
TOTAL ADDITIONAL APPROPRIATIONS-CAPITAL FUND	\$ 381,980

RETIREMENT FUND

PROFESSIONAL SERVICES	\$ 10,000
TOTAL ADDITIONAL APPROPRIATIONS-RETIREMENT FUND	\$ 10,000

MUNICIPAL ENTERPRISE FUND

ICE ARENA	\$ 16,428
GOLF - MAINTENANCE	2,286
GOLF - PRO SHOP	9,800
TOTAL ADDITIONAL APPROPRIATIONS-MUNICIPAL ENTERPRISE FUND FUND	\$ 28,514

Attachment: Ordinance Amending 2015 Budget 5-28-15.xls (1372 : Bill No.5549 - Amendment to Fiscal Year 2015 Budget)

BILL NO. _____

ORDINANCE NO. _____

TOTAL ALL ADDITIONAL APPROPRIATIONS**\$ 580,423**

SECTION 2. THE ANNUAL OPERATING BUDGETS FOR THE GENERAL, CAPITAL, RETIREMENT AND MUNICIPAL ENTERPRISE FUNDS AS ADOPTED, ARE HEREBY AMENDED BY AUTHORIZING ADDITIONAL UNAPPROPRIATIONS IN THE AMOUNT OF \$1,651,546.

GENERAL FUND

CITY CLERK	\$ 2,200
MUNICIPAL COURT	\$ 1,800
NON-DEPARTMENTAL	\$ 44,000
COMMUNITY SERVICES	\$ 9,500
BUILDING MAINTENANCE	\$ 10,000
POLICE - ADMIN	\$ 4,500
POLICE - INVESTIGATION	\$ 17,400
POLICE - PATROL	\$ 60,880
PUBLIC WORKS - ADMIN	\$ 1,419
PUBLIC WORKS - STREETS	\$ 23,100
PUBLIC WORKS - PARKS	\$ 14,500
COMMUNITY DEVELOPMENT - ADMIN	\$ 18,500
COMMUNITY DEVELOPMENT - BLDG	\$ 6,700

TOTAL UNAPPROPRIATIONS - GENERAL FUND**\$ 214,499****CAPITAL FUND**

GOVERNMENT CENTER SPACE ANALYSIS/DESIGN	\$ 140,000
ADA IMPROVEMENTS	\$ 20,000
GOLF COURSE PATH IMPROVEMENT	\$ 50,000
GOLF COURSE DAM REHABILITATION	\$ 397,000
COEUR DE VILLE DRIVE	\$ 458,000
STREET MAINTENANCE - ASPHALT	\$ 50,000
SIDEWALK MAINTENANCE	\$ 158,000
CAPITAL EQUIPMENT	\$ 55,447

TOTAL UNAPPROPRIATIONS - CAPITAL FUND**\$ 1,328,447****RETIREMENT FUND**

RETIRED EMPLOYEE BENEFIT EXPENSE	\$ 75,000
----------------------------------	-----------

TOTAL UNAPPROPRIATIONS - RETIREMENT FUND**\$ 75,000****MUNICIPAL ENTERPRISE FUND**

ICE ARENA	\$ 24,500
GOLF - MAINTENANCE	\$ 9,100

TOTAL ADDITIONAL APPROPRIATIONS - MUNICIPAL ENTERPRISE FUND**\$ 33,600****TOTAL ALL ADDITIONAL APPROPRIATIONS****\$ 1,651,546**

SECTION 3. THE ANNUAL GENERAL FUND BUDGET FOR FISCAL YEAR 2015 AS ADOPTED IS HEREBY AMENDED FOR THE FOLLOWING INCREASE OR (DECREASE) IN BUDGET REVENUES:

ACCOUNT

ELECTRIC GROSS RECEIPTS	\$ (163,000)
SALES TAX RETAIL	\$ 270,000
SALES TAX AUTO	\$ 15,000
GASOLINE TAX	\$ 16,000

Attachment: Ordinance Amending 2015 Budget 5-28-15.xls (1372 : Bill No.5549 - Amendment to Fiscal Year 2015 Budget)

BILL NO. _____

ORDINANCE NO. _____

COUNTY ROAD AND BRIDGE TAX	\$	(18,000)
BUILDING PERMITS	\$	100,000
OCCUPANCY PERMITS	\$	(20,000)
MULTIPURPOSE ROOM RENTAL	\$	15,000
CABLE FRANCHISE FEES	\$	15,000

SECTION 4. THE ANNUAL CAPITAL FUND BUDGET FOR FISCAL YEAR 2015 AS ADOPTED IS HEREBY AMENDED FOR THE FOLLOWING INCREASE OR (DECREASE) IN BUDGET REVENUES:

ACCOUNT

SALES TAX RETAIL	\$	156,000
OTHER AGENCY FUNDING	\$	(950,000)

SECTION 5. THE ANNUAL ENTERPRISE FUND BUDGET FOR FISCAL YEAR 2015 AS ADOPTED IS HEREBY AMENDED FOR THE FOLLOWING INCREASE OR (DECREASE) IN BUDGET REVENUES:

ACCOUNT

GREENS FEES	\$	(25,000)
CART RENTALS	\$	(10,000)

SECTION 6. THE ANNUAL RETIREMENT FUND BUDGET FOR FISCAL YEAR 2015 AS ADOPTED IS HEREBY AMENDED FOR THE FOLLOWING INCREASE OR (DECREASE) IN BUDGET REVENUES:

ACCOUNT

EMPLOYER CONTRIBUTIONS	\$	(105,000)
INTEREST ON INVESTMENTS	\$	75,000
GAIN (LOSS) ON INVESTMENTS	\$	(600,000)

SECTION 7. THIS ORDINANCE SHALL BECOME EFFECTIVE PURSUANT TO PROVISIONS OF SECTION 3.11(G) OF THE CHARTER.

ADOPTED THIS _____ DAY OF _____ 2015.

CHARLOTTE D'ALFONSO
PRESIDENT, CITY COUNCIL

BARRY GLANTZ
MAYOR

ATTEST:

DEBORAH RYAN, MPCC
CITY CLERK



MEMORANDUM

DATE: June 4, 2015

TO: Mark Perkins, City Administrator

FROM: Daniel Smith, Director of Finance

SUBJECT: Fiscal Year 2015 Budget Amendments

During the financial year it becomes necessary to adjust the approved budget due to unanticipated expenditures, postponement or delay of expenditures, certain expenditures being higher or lower than anticipated and other reasons. As a result, staff is requesting additional appropriations, unappropriations and changes in budgeted revenues to the FY 2015 budget. Some of the highlights are as follows:

1. General Fund

a. Additional Appropriations

Some additional appropriations are requested for legal expenses, election expenses, health insurance due to coverage differences, health insurance deductible reimbursement, overtime in Police-Patrol and Building Inspection, Increased work on streets, Comprehensive Plan costs and others.

b. Unappropriations

Major unappropriations occurred in Part-Time Salaries in Community Services, Hospital And Medical Insurance-Non-Departmental, Unemployment Insurance, Temp Salaries-Municipal Court, Technical and Professional Services Community Services, Salaries-Police-Investigations, Gas and Propane-Patrol, Salaries in Planning and others.

Overall unappropriations exceeded additional appropriations by almost \$70,000.

c. Revenues

Overall revenues increased approximately \$230,000. Revenues were increased substantially in the area of Sales Tax and Building Permits. A substantial decrease is projected in Electric Gross Receipts.

2. Municipal Enterprise Fund

a. Appropriations

Additional appropriations were in the Ice Arena, Golf Maintenance and the Pro Shop.

b. Unappropriations

Reduction in appropriations are required in the Ice Arena and Golf Maintenance.

Also in the Enterprise Fund unappropriations requested were greater than additional appropriations.

3. Retirement Fund

a. Appropriations

Additional appropriations were requested for Professional Services due to more pension analytical work.

b. Unappropriations

Unappropriations were requested due to Pension Benefit Expenses being less than anticipated.

c. Revenues

Revenues from Employer Contributions were reduced to lower than anticipated actuarially required contribution. In addition, Appreciation on Investments was reduced due to market performance in FY 2015. Revenues from Interest Income was increased for FY 2015.

4. Capital Fund

a. Appropriations

Additional appropriations were requested primarily for Tappmeyer House painting, Dielmann Complex Improvement Project and Street Maintenance (Concrete) and Reconstruction.

b. Unappropriations

Unappropriations include the Government Center Space Analysis, Golf Course Path Improvement, Golf Course Dam Rehabilitation, Coeur de Ville Drive, Street Maintenance (asphalt), Sidewalk Maintenance, and Capital. Most of the reduction results from projects not being done or completed in FY 2015.

c. Revenues

Sales tax revenues are increased but Other Agency Revenues are decreased. The decrease in Other Agency Revenues is due to Grant funding for Dielmann Recreation Complex and Coeur de Ville projects not being available until FY 2016.

Based on the above information staff requests approval for amending the FY 2015 General, Capital Retirement and Municipal Enterprise Fund budgets. As a result of this being the final budget adjustment for FY 2015 it may be necessary to make a few minor adjustments at the next meeting prior to passage of this legislation.

I would be happy to answer any questions.



City Council
300 North New Ballas Rd
Creve-Coeur, MO 63141

Meeting: 06/08/15 07:00 PM
Department: Finance Department
Category: Budget
Prepared By: Sherry Hall
Department Head: Dan Smith

SCHEDULED

ORDINANCE

**Bill No. 5550 - an Ordinance Adopting the Annual Budget of
the City of Creve Coeur for the Fiscal Year 2016 Commencing
July 1, 2015 and Appropriating Funds Pursuant Thereto.
First Reading**

An ordinance adopting the Fiscal Year 2016 Budget.

BILL NO. _____

ORDINANCE NO. 5550

**AN ORDINANCE ADOPTING THE ANNUAL BUDGET OF THE CITY OF CREVE COEUR
FOR THE FISCAL YEAR 2016 COMMENCING JULY 1, 2015 AND
APPROPRIATING FUNDS PURSUANT THERETO**

WHEREAS, THE ANNUAL BUDGET FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2015 HAS BEEN PROPOSED IN ACCORDANCE WITH STATE LAWS AND THE CITY CHARTER, AND

WHEREAS, THE FINANCE COMMITTEE REVIEWED AND RECOMMENDED APPROVAL OF THE PROPOSED BUDGET, AND

WHEREAS, A COPY OF THE PROPOSED BUDGET HAS BEEN AVAILABLE FOR PUBLIC INSPECTION AT THE CREVE COEUR GOVERNMENT CENTER AND A PUBLIC HEARING ON THE BUDGET WAS CONDUCTED ON JUNE 8, 2015, AT WHICH TIME ALL PERSONS WERE GIVEN AN OPPORTUNITY TO BE HEARD IN ACCORDANCE WITH CITY CHARTER REQUIREMENTS AND A NOTICE OF THE PUBLIC HEARING AND A GENERAL SUMMARY OF THE PROPOSED BUDGET WERE PUBLISHED IN THE ST. LOUIS COUNTIAN ON MAY 22, 2015, AND

WHEREAS, A COPY OF THIS ORDINANCE HAS BEEN MADE AVAILABLE FOR PUBLIC INSPECTION PRIOR TO ITS ADOPTION AND THIS BILL WAS READ BY TITLE IN AN OPEN MEETING TWO TIMES BEFORE FINAL PASSAGE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CREVE COEUR, MISSOURI AS FOLLOWS:

SECTION 1: THE ANNUAL BUDGET FOR THE CITY OF CREVE COEUR, MISSOURI FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2015, A COPY OF WHICH IS ATTACHED HERETO AND MADE A PART HEREOF AS IF FULLY SET FORTH HEREIN AS AMENDED AS DESCRIBED IN THE DIRECTOR OF FINANCE'S MEMORANDUM DATED JUNE 2, 2015, A COPY OF WHICH IS ATTACHED HERETO AND MADE A PART HEREOF AS IF FULLY SET FORTH HEREIN IS HEREBY ADOPTED. PURSUANT TO CHARTER SECTION 9.5(D), ADOPTION OF THE BUDGET CONSTITUTES APPROPRIATION OF THE AMOUNTS SPECIFIED THEREIN AS EXPENDITURES FROM THE FUNDS INDICATED. APPROPRIATION SHALL BE AS SPECIFIED BY ENUMERATED BUDGET LINE ITEM. FURTHER DETAIL WITHIN A BUDGET LINE ITEM EXPLAINS THE INTENDED USE OF FUNDS AS OF THE TIME OF BUDGET DEVELOPMENT, BUT SUCH USES MAY BE CHANGED AS AUTHORIZED BY THE CITY ADMINISTRATOR WITHIN THE LIMITS OF THE BUDGET LINE ITEM.

SECTION 2: PURSUANT TO RESOLUTION NO. 987, THE CITY OF CREVE COEUR, MISSOURI, GOVERNMENTAL ACCOUNTING FUND BALANCE CLASSIFICATIONS AND POLICY, PROCEDURE D. "ASSIGNED FUND BALANCE", AND AS PROPOSED BY THE CITY ADMINISTRATOR AND THE DIRECTOR OF FINANCE, IN CONNECTION WITH APPROVAL OF THE ANNUAL BUDGET THE CITY COUNCIL HEREBY APPROVES ASSIGNMENT OF THE SUM OF \$2,000,000 OF RESERVE FUNDS FOR THE INTENDED USE OF PAYING FOR PUBLIC FACILITIES DURING OR SUBSEQUENT TO FYE 2016 AND THE ASSIGNMENT OF THE SUM OF \$1,000,000 OF RESERVE FUNDS FOR THE INTENDED USE OF STREET IMPROVEMENTS DURING OR SUBSEQUENT TO FYE 2016. SPECIFIC APPLICATION OF SUCH FUNDS WILL BE IDENTIFIED IN ORIGINAL OR AMENDED BUDGET DOCUMENTATION.

SECTION 3: THIS ORDINANCE SHALL BECOME EFFECTIVE PURSUANT TO THE PROVISIONS OF SECTION 3.11(G) OF THE CHARTER.

PASSED THIS 22nd DAY OF JUNE, 2015.

DAVID KREUTER
PRESIDENT OF CITY COUNCIL

APPROVED THIS 22nd DAY OF JUNE, 2015.

BARRY GLANTZ

Ordinance

Meeting of June 8, 2015

MAYOR

ATTEST:

DEBORAH RYAN, MRCC
CITY CLERK



MEMORANDUM

DATE: June 2, 2015

TO: Mark Perkins, City Administrator

FROM: Daniel Smith, Director of Finance

SUBJECT: Amendments to Original Budget Presented by the City Administrator

Staff is proposing three amendments to the budget presented by the City Administrator to City Council on April 20, 2015. These are as follows:

1. Transfer of the salary of the prosecuting attorney to the City Council budget from the Municipal Court budget to more appropriately reflect the organization structure within the city. This would increase the line item for salaries in Legislative by \$38,000 and decrease the line for salaries in the Municipal Court by \$38,000.
2. In addition, Special Prosecutor fees of \$1,000 are being moved from the Municipal Court (Professional Services) to Legal Services in Legislative.
3. The city entered into an agreement with OpenGov in FY 2015 to increase transparency of its finances on the website. The annual cost for this is estimated at \$8,900 in FY 2016. This was omitted from the budget in error. Therefore, staff recommends increasing the Finance Department Professional Services line item by \$8,900. Since 2016 is a base year for projecting projected expense for the General Fund 2017 through 2020 will also be increased. The new General Fund expenditure budget for 2016 is \$15,294,343.
4. In addition, certain other changes were made in the text portion of the proposed FY 2016 Budget to better reflect the changes above and clarify actual operations of the City. These were as follows:
 - a. Organization Chart Change – Addition of Municipal Court Judge (dotted line to Mayor/Council) and direct line to Municipal Court. Addition of Prosecuting Attorney under City Attorney. Changes better reflect the structure of the city.
 - b. Budget Narratives for Legislative and Municipal Court note aforementioned transfers to better reflect the structure of the city.

- c. Police – Patrol & Community Policing Division Department Narrative – Added clarification under Performance and Workload Measures: “Performance measures are a means of comparing Police Department activity from year to year. The City does not utilize any form of quota system for arrests, citations or other enforcement actions. Reduction in such enforcement actions is a positive development, if attributable to prevention or decline in crime and violations”.

Staff proposes no other changes prior to the first reading of the FY 2016 budget ordinance. I would be happy to respond to any questions.



City Council
300 North New Ballas Rd
Creve-Coeur, MO 63141

Meeting: 06/08/15 07:00 PM
Department: City Council
Category: Report
Prepared By: Whitney Kelly
Department Head: Debbie Ryan

SCHEDULED

ORDINANCE

Bill No. 5551 - an Ordinance Approving a Final Subdivision Plat for a Subdivision Known as Windsor Oaks, City of Creve Coeur, St. Louis County, Missouri. First Reading

Rob Rehnquist, of Rehnquist Design & Build, Inc. has submitted an application for final plat approval of a 4.975 acre, four-lot minor subdivision at 12507 Conway Road to be known as "Windsor Oaks." No changes to the zoning are requested nor is Residential Design Development (RDD) approval.

Ordinance

Meeting of June 8, 2015

BILL No _____

ORDINANCE No 5551

**AN ORDINANCE APPROVING A FINAL SUBDIVISION PLAT FOR A
SUBDIVISION KNOWN AS WINDSOR OAKS, CITY OF CREVE COEUR, ST.
LOUIS COUNTY, MISSOURI**

WHEREAS, an application has been submitted by Rehnquist Design and Build, Inc. for approval of a final plat of a subdivision known as Windsor Oaks, north of Mason Road and east of the Cabin Grove subdivision; and

WHEREAS, the final plat of the Windsor Oaks subdivision conforms to the preliminary plat approved by the Planning and Zoning Commission on April 6, 2015; and,

WHEREAS, public notice of said final plat application was provided in accordance with Section 410.140.C.2 of the Creve Coeur Municipal Code; and

WHEREAS, the Planning and Zoning Commission recommended approval of the Windsor Oaks final plat by a vote of 5-0 on June 1, 2015; and

WHEREAS, a copy of the proposed ordinance has been made available for public inspection prior to its adoption by the City Council and this bill having been read by title in open meeting two times before final passage by the City Council;

NOW, THEREFORE, be it ordained by the City Council of the City of Creve Coeur, Missouri as follows:

SECTION 1: The Final Plat of the subdivision known as Windsor Oaks, described as a tract of land being part of the northeast quarter of Section 16 situated in Township 45 North, Range 5 East, City of Creve Coeur, St. Louis County, Missouri, as heretofore submitted on May 11, 2015 is hereby approved subject to the following conditions:

1. Prior to issuance of any building permits, the applicant shall record the final subdivision plat, including indentures restricting future access of Lot 1 from Conway Road, and restricting access of Cabin Grove to the new road, as approved by the City Council, and record appropriate indentures requiring maintenance of the stormwater basins and common ground areas, as approved by the City Attorney.
2. All subdivision indentures shall be reviewed and approved by the City Attorney prior to the signing of the Mylar.
3. All easement labels and descriptions on the plat, as well as all subdivision plat scripts, shall be reviewed and approved by the City Attorney prior to signing of the Mylar to ensure adequate descriptions are provided and terminology is correct.
4. The Applicant shall provide two (2) disks containing a digitized version of the plat shall be submitted along with two (2) printed copies of the recorded plat. Acceptable data formats include AutoCAD (.dwg or .dxf), MicroStation Design File (.dgn), ArcInfo Coverage, ArcView Shape File (.shp), or MapInfo.

SECTION 2: Such approval of the plats for the subdivision of the property shall be endorsed on said Plat as indicated in Section 1 hereof under the hand of the City Clerk, and the seal of the City of Creve Coeur, Missouri shall be affixed thereto.

SECTION 3: This ordinance shall become effective in accordance with Section 3.11 (g) of the City Charter.

ADOPTED THIS ____ DAY OF _____, 2015.

DAVID KREUTER
PRESIDENT OF CITY COUNCIL

APPROVED THIS ____ DAY OF _____, 2015.

BARRY GLANTZ
MAYOR

ATTEST:

DEBORAH RYAN, MPCC
CITY CLERK



city
of

CREVE COEUR

3.7.b

300 North New Ballas Road • Creve Coeur, Missouri 63141
(314) 432-6000 • Fax (314) 872-2539 • Relay MO 1-800-735-2966
www.creve-coeur.org

APPLICATION TO PLANNING AND ZONING COMMISSION #15-014 FOR APPROVAL OF THE FINAL PLAT FOR “WINDSOR OAKS,” A MINOR SUBDIVISION AND THE ASSOCIATED SUBDIVISION IMPROVEMENTS ON 4.975 ACRES AT 12507 CONWAY ROAD

FOR THE MEETING OF: Monday, June 1, 2015

LOCATION: 12507 Conway Road, in the A Single Family District.

REQUEST: Rob Rehnquist, of Rehnquist Design & Build, Inc. has submitted an application for final plat approval of a 4.975 acre, four-lot minor subdivision at 12507 Conway Road to be known as “Windsor Oaks.” No changes to the zoning are requested nor is Residential Design Development (RDD) approval. The subdivision improvement plans are also submitted for approval.

ADDITIONAL INFORMATION: Minor subdivisions consist of not more than four lots having primary access to a minor subdivision street with a private drive right-of-way width of 50 feet, in conformance with Section 410.240(D) of the Subdivision Code. The preliminary plat was approved on April 6, 2015.

APPLICANT: Rob Rehnquist
Rehnquist Design & Build, Inc.
11084 Gravois Industrial Ct.
St. Louis, MO 63128

Key Issues:

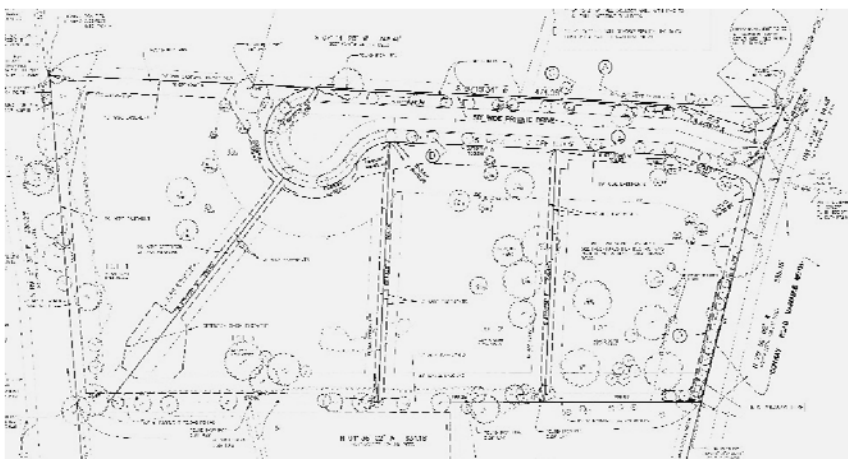
- Is the final plat in substantial conformance with the approved preliminary plat?
- Does the request follow the Subdivision Regulations?

Comp. Plan References

- Residential Neighborhoods

Zoning Code References

- Section 405.250: “A” Single Family Residential District
- Chapter 410: Subdivision and Development of Land



REPORT PREPARED BY:

Paul Langdon AICP, Community Development Director

Date

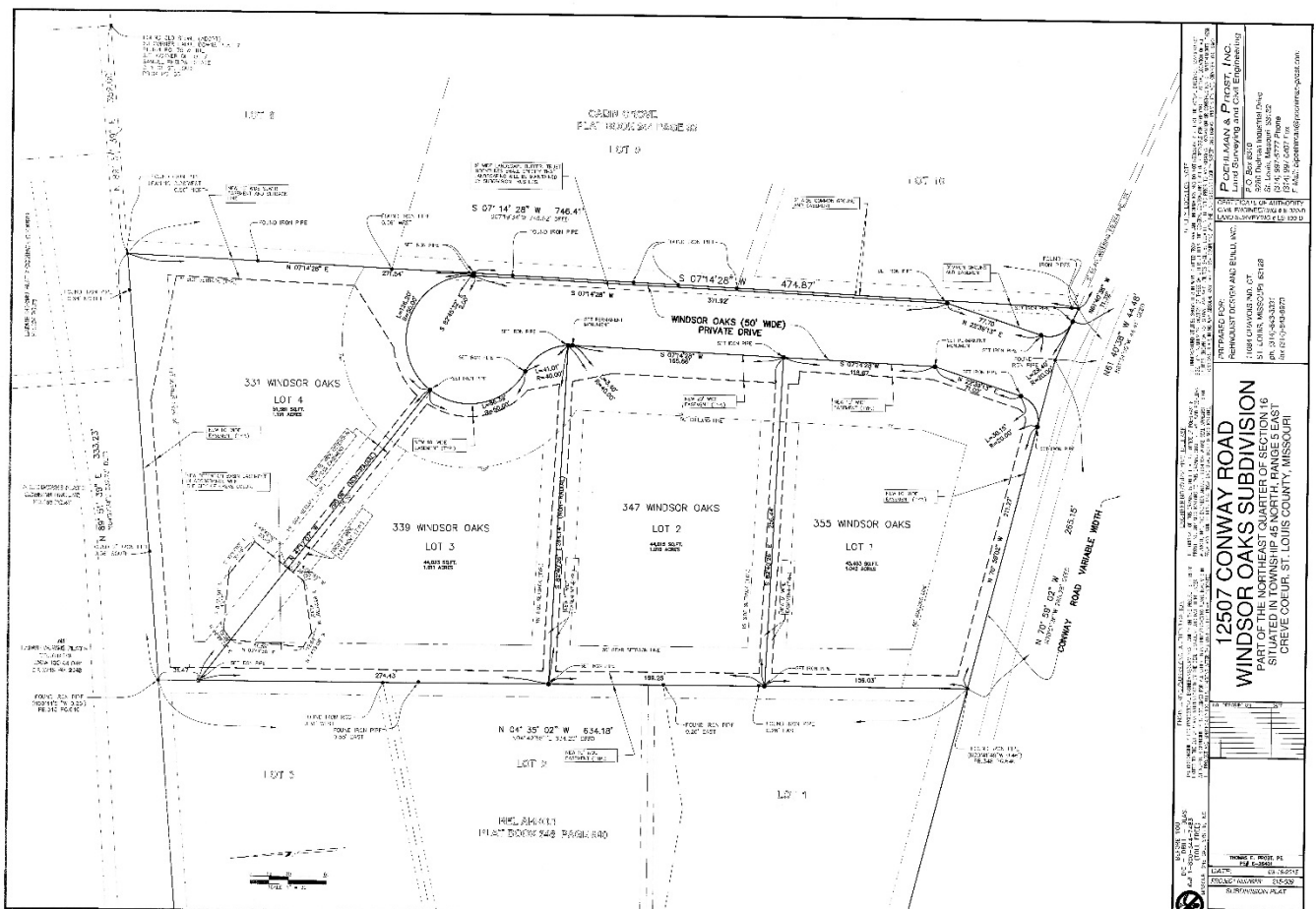
ATTACHMENTS: Draft Ordinance
Applicant’s Final Plat submitted on May 11, 2015

The adjacent zoning and land uses are as follows:

Direction	Use	Zoning District	Separated by
North	Single-family residence	A Single-family Residential	N/A
South	Single-family residences	A Single-family Residential	Conway Road
East	Single-family residences	A Single-family Residential	N/A
West	Single-family residence	A Single-family Residential	N/A

The preliminary plat was reviewed and approved by the Planning Commission on April 6th, 2015. The final plat and subdivision improvement drawings have been submitted for review and final approval by the Planning Commission and City Council. If approved, the applicant may apply for construction permits immediately thereafter.

The final plat contains the same lot layout with four lots of at least one acre in area and a single-loaded cul-de-sac street accessing Conway Road. The plat also contains easements restricting access along the east subdivision boundary and across the south property line of Lot 1. The common ground area for a subdivision monument sign is also provided. Below is the proposed final plat drawing:



One concern that is supplemental to the review against the preliminary plat is the content of some of the notations. Staff request that the easements identified on the final plat be notated with the purpose of those easements consistent with the subdivision indentures. Also, the plat script appears to use the term “dedicated” in certain instances where staff believe the word “granted” is more appropriate. These can be resolved prior to recording of the plat and a recommended condition of approval is included in the draft ordinance that covers the same.

Subdivision Improvements

Staff have reviewed the Subdivision Improvement drawings and find that they are general conformance with the preliminary plat, including the tree preservation requirement, and they contain adequate and appropriate provisions stormwater management. As indicated above, they also respect the access restrictions to the east and south. One item that is not complete is the pedestrian access. While the sidewalk on-site correct, they have not included the required ADA access to and across Conway Road as required by the following condition of approval for the preliminary plat:

1. The Subdivision Improvement Plan shall include a separated five-foot sidewalk along the new street with an ADA accessible ramp and pedestrian crossing sign at Conway Road. A corresponding ramp shall be installed between Conway Road and the sidewalk on the south side of the right-of-way to connect the new street to the sidewalk along the south side of Conway Road.

Since this a simple correction, staff suggest that the Planning Commission require the correction to the satisfaction of the Zoning Administrator prior to approval of the final plat by the City Council.

CONCLUSION AND ACTION

Subdivision Improvement Plan

Review and approval of the subdivision improvement drawings is within the purview of the Planning Commission and must be complete to the Commission’s satisfaction prior to a recommendation of approval for the final plat. As noted above, there is only one correction to be made regarding the pedestrian access at Conway Road. If the Commission is satisfied that the drawings are otherwise suitable for approval, staff recommend the following conditions be placed on that approval:

1. Prior to approval of the final plat ordinance by the City Council, the Subdivision Improvement Plan shall be amended to the satisfaction of the Zoning Administrator to include an ADA accessible ramp and pedestrian crossing sign at Conway Road connected to the separated five-foot sidewalk along the new street. A corresponding ramp to be installed by the applicant between Conway Road and the sidewalk on the south side of the right-of-way to connect the new street to the sidewalk along the south side of Conway Road shall also be included in the Subdivision Improvement Plan.
2. The applicant is required to submit a Site Improvement Permit application, showing all exterior improvements, as required by Section 420.070 of the Land Disturbance Code. The permit application shall be in substantial conformance with the “Windsor Oaks Proposed 4 Lot Subdivision” drawings prepared by Poehlman & Prost, Inc, and hand

dated May 11, 2015 by Thomas E. Prost, except as modified by the other conditions of approval.

Action on this item will be in the form of a motion to recommend approval as presented, or approval with additional conditions, to meet all technical requirements. City Council action is not required. Assuming agreement with the Staff Report, the following is an example motion for this item:

“I move to approve the subdivision improvement plans subject to the conditions outlined in the staff report for the minor subdivision at 12507 Conway Road as shown in the “Windsor Oaks Proposed 4 Lot Subdivision” drawings prepared by Poehlman & Prost, Inc, and hand dated May 11, 2015 by Thomas E. Prost” (Other conditions may be added, eliminated, altered, and modified by prior motion).

Final Plat

Review of final plats is a ministerial act to ensure that the proposed final plat is substantially similar to the preliminary plat and substantially meets all land development standards of this Chapter and those of any other applicable City regulations. This application does substantially meet all applicable codes for the A Single Family Residential District, subject to the following suggested conditions of approval which are also included in the attached draft ordinance:

1. Prior to issuance of any building permits, the applicant shall record the final subdivision plat, including indentures restricting future access of Lot 1 from Conway Road, and restricting access of Cabin Grove to the new road, as approved by the City Council, and record appropriate indentures requiring maintenance of the stormwater basins and common ground areas, as approved by the City Attorney.
2. All subdivision indentures shall be reviewed and approved by the City Attorney prior to the signing of the Mylar.
3. All easement labels and descriptions on the plat, as well as all subdivision plat scripts, shall be reviewed and approved by the City Attorney prior to signing of the Mylar to ensure adequate descriptions are provided and terminology is correct.
4. The Applicant shall provide two (2) disks containing a digitized version of the plat shall be submitted along with two (2) printed copies of the recorded plat. Acceptable data formats include AutoCAD (.dwg or.dxf), MicroStation Design File (.dgn), ArcInfo Coverage, ArcView Shape File (.shp), or MapInfo.

Action on this item will be in the form of a motion to recommend approval of the attached draft ordinance as presented, or approval with additional conditions, to meet all technical requirements. Final approval of the draft ordinance by City Council is required. Assuming agreement with the Staff Report, the following is an example motion for this application:

“I move to recommend approval of the final subdivision plat for Windsor Oaks Subdivision with the conditions in the draft ordinance attached to the staff report for the meeting of June 1, 2015.” (other conditions may be added, eliminated, altered, and modified by prior motion).

APPENDIX 1: COMPREHENSIVE PLAN

Included and attached by reference. See body of report for specific excerpts.

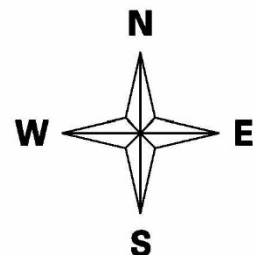
APPENDIX 2: ZONING CODE (CHAPTER 405 OF THE CREVE COEUR MUNICIPAL CODE)

Included and attached by reference. See body of report for specific excerpts.

**APPENDIX 3: CREVE COEUR SUBDIVISION AND LAND DEVELOPMENT REGULATIONS
(CHAPTER 410 OF THE CREVE COEUR MUNICIPAL CODE)**

Included and attached by reference. See body of report for specific excerpts.

Attachment: Staff Report.06-01-2015 (1365 : Bill No.5551 - Windsor Oaks Subdivision Final Plat)



APPENDIX 4: SITE PHOTOGRAPHS

Photo Date: 4/3/2015



Description: View looking north at the subject property from across Conway Road.



Description: View looking northwest from the existing driveway toward the west property line.



Description: View looking north from the back of the existing home.



UTILITY LOCATION NOTE

THE UNDERGROUND UTILITIES SHOWN HEREIN WERE PLOTTED FROM AVAILABLE INFORMATION AND DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE, NONEXISTENCE, TYPE, NUMBER OR LOCATION OF THESE OR OTHER UTILITIES. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFICATION OF ALL UTILITIES SHOWN ON THIS PLAN. THE LOCATION OF ALL UTILITIES SHOWN OR NOT SHOWN, AND SAID UTILITIES SHALL BE LOCATED IN THE FIELD PRIOR TO ANY GRADING, EXCAVATION OR CONSTRUCTION OF FOUNDATIONS OR STRUCTURES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND COMPLIANCE WITH ALL APPLICABLE REGULATORY AGENCIES' REQUIREMENTS. NO PROVISIONS SHALL IN NO WAY ABSOLVE ANY PARTY FROM COMPLYING WITH THE UNDERGROUND FACILITY SAFETY AND DAMAGE PREVENTION ACT, CHAPTER 309.45NO.

POEHLMAN & PROST, INC.
Land Surveying and Civil Engineering
P.O. Box 8340
9280 Diehlman Industrial Drive
St. Louis, Missouri 63132
(314) 997-5777 Phone
(314) 997-5777 Fax
E-Mail: bpoehlman@poehlman-prost.com

CERTIFICATE OF AUTHORITY
CIVIL ENGINEERING # E-922-I
LAND SURVEYING # LS-199-D

PREPARED FOR:
REHNQUIST DESIGN AND BUILD, INC.,
11084 GRAVOIS IND. CT.
ST. LOUIS, MISSOURI 63128
ph. (314)-843-3331
fax (314)-843-8973

12507 CONWAY ROAD
WINDSOR OAKS SUBDIVISION
PART OF THE NORTHEAST QUARTER OF SECTION 16
SITUATED IN TOWNSHIP 45 NORTH, RANGE 5 EAST
CREVE COEUR, ST. LOUIS COUNTY, MISSOURI

[illegible]

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(TOLL FREE)
MISSOURI ONE CALL SYSTEM, INC.**

THOMAS E. PROST, PE	
PE# E-26401	
DATE:	03-18-2015
PROJECT NUMBER:	215-009
SUBDIVISION PLAT	

OWNERSHIP'S CERTIFICATION

WE, THE UNDERSIGNED OWNER OF THE TRACT OF LAND PLATTED HEREIN AND FURTHER DESCRIBED IN THE FOREGOING SURVEYOR'S CERTIFICATE HAVE CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED IN THE MANNER SHOWN ON THIS PLAT WHICH SUBDIVISION SHALL HEREAFTER BE KNOWN AS: "WINDSOR OAKS".

WINDSOR OAKS ROAD, 50 FEET WIDE, (TOGETHER WITH ROUNDED INTERSECTION AND CUL-DE-SAC) AS SHOWN ON THIS PLAT IS HEREBY DEDICATED AS A PRIVATE STREET FOR THE USE AND BENEFIT OF THE OWNERS OF THIS SUBDIVISION, SAID PRIVATE ROAD IS BEING CONVEYED TO THE TRUSTEES OF SAID "WINDSOR OAKS" AND THEIR SUCCESSORS AND ASSIGNS BY SEPARATE DEED OF EVEN DATE.

SAID PRIVATE ROADWAY RIGHT-OF-WAY ALONG WITH OTHER EASEMENTS SHOWN ON THIS PLAT, UNLESS DESIGNATED FOR OTHER SPECIFIC PURPOSES, ARE HEREBY DEDICATED TO THE CITY OF CREVE COEUR, THE TRUSTEES OF THE SUBDIVISION, METROPOLITAN ST. LOUIS SEWER DISTRICT, MISSOURI AMERICAN WATER COMPANY, LACLEDE GAS COMPANY, AMERUN UE, SOUTHWESTERN BELL TELEPHONE COMPANY AND THE REVELANT CABLE TELEVISION COMPANY FOR CABLE AND RELATED EQUIPMENT FOR THE TRANSMISSION OF TELECOMMUNICATIONS SERVICES AND THEIR SUCCESSORS AND ASSIGNS, AS THEIR INTERESTS MAY APPEAR, FOR THE PURPOSE OF CONSTRUCTING, MAINTAINING AND REPAIRING OF PUBLIC UTILITIES AND SEWER AND DRAINAGE FACILITIES, WITH THE RIGHT OF TEMPORARY USE OF ADJACENT GROUND NOT OCCUPIED BY IMPROVEMENTS FOR THE EXCAVATION AND STORAGE OF MATERIALS DURING INSTALLATION, REPAIR OR REPLACEMENT OF SAID UTILITIES, SEWERS AND DRAINAGE FACILITIES.

THE PERMANENT AND SEMI-PERMANENT MONUMENTATION SHOWN ON THIS PLAT IS TO BE SET WITHIN 12 MONTHS OF COMPLETION OF FINAL GRADING..

THE BUILDING LINES SHOWN ON THIS PLAT ARE HEREBY ESTABLISHED. THIS SUBDIVISION IS SUBJECT TO CONDITIONS AND RESTRICTIONS SET UP IN AN INSTRUMENT RECORDED IN DEED BOOK _____, PAGE _____. IT IS HEREBY CERTIFIED THAT ALL EXISTING EASEMENTS ARE SHOWN ON THIS PLAT AT THE TIME AND DATE OF RECORDING OF THIS PLAT.

IN WITNESS WHEREOF, WE HAVE HEREUNTO SET OUR HANDS THIS _____ DAY OF _____, 20____.

REHNQUIST DESIGN & BUILD, INC.

STATE OF MISSOURI)
)SS
COUNTY OF ST. LOUIS)

BY: _____
ROBERT S. REHNQUIST, PRESIDENT

ON THIS _____ DAY OF _____, 20____, BEFORE ME PERSONALLY APPEARED ROBERT S. REHNQUIST, TO ME KNOWN, WHO BEING BY ME DULY SWORN, DID SAY THAT HE IS THE PRESIDENT OF REHNQUIST DESIGN & BUILD, INC., A CORPORATION OF THE STATE OF MISSOURI, AND THAT THE SEAL AFFIXED TO THE FOREGOING INSTRUMENT IS THE CORPORATE SEAL OF SAID CORPORATION, AND THAT SAID INSTRUMENT WAS SIGNED IN BEHALF OF SAID CORPORATION BY AUTHORITY OF ITS BOARD OF DIRECTORS AND SAID ROBERT S. REHNQUIST ACKNOWLEDGED SAID INSTRUMENT TO BE THE FREE ACT AND DEED OF SAID CORPORATION.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL THE DAY AND YEAR FIRST ABOVE WRITTEN.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC

LIEN HOLDER'S CERTIFICATION

THE UNDERSIGNED LEGAL OWNER AND HOLDER OF NOTES SECURED BY DEED OF TRUST RECORDED IN DEED BOOK _____, PAGE _____ OF THE ST. LOUIS COUNTY RECORDS DOES HEREBY CONSENT TO, RATIFY AND APPROVE THE FOREGOING SUBDIVISION PLAT ALL AS SHOWN ON THIS PLAT.

IN WITNESS WHEREOF, WE HAVE HEREUNTO SET OUR HANDS AND AFFIXED OUR CORPORATE SEAL THIS _____ DAY OF _____, 20____.

ENTERPRISE BANK AND TRUST

BY: _____

STATE OF MISSOURI)
)SS
COUNTY OF ST. LOUIS)

OFFICER

ON THIS _____ DAY OF _____, 20____, BEFORE ME APPEARED _____ OF ENTERPRISE BANK & TRUST TO ME PERSONALLY KNOWN, WHO BEING BY ME DULY SWORN, DID SAY HE/SHE IS _____ AND THAT SAID INSTRUMENT WAS SIGNED IN BEHALF OF SAID CORPORATION BY AUTHORITY OF ITS BOARD OF DIRECTORS, AND SAID _____ ACKNOWLEDGED SAID INSTRUMENT TO BE THE FREE ACT AND DEED OF SAID CORPORATION.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC

CITY CERTIFICATION

THIS IS TO CERTIFY THAT THIS SUBDIVISION PLAT OF "WINDSOR OAKS" WAS APPROVED BY THE CITY OF CREVE COEUR, MISSOURI BY ORDINANCE _____, ON THIS _____ DAY OF _____, 20____.

CITY OF CREVE COEUR, MISSOURI

DEBORAH RYAN, CITY CLERK

DATE

PROPERTY DESCRIPTION

A TRACT OF LAND IN THE NORTHEAST QUARTER OF SECTION 16, TOWNSHIP 45 NORTH, RANGE 5 EAST, ST. LOUIS COUNTY, MISSOURI, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE NORTHEASTERN LINE OF CONWAY ROAD, 60 FEET WIDE, AT ITS INTERSECTION WITH THE EASTERN LINE OF PROPERTY FORMERLY DESCRIBED IN DEED TO THOMAS J. WEILER RECORDED IN DEED BOOK 3440, PAGE 497 OF THE ST. LOUIS COUNTY RECORDS, NOW BEING THE SOUTHEAST CORNER OF LOT 1 OF BEL ARBOR, A SUBDIVISION RECORDED IN PLAT BOOK 348, PAGE 640 OF THE ST. LOUIS COUNTY RECORDS; THENCE NORTH 04 DEGREES 35 MINUTES 02 SECONDS WEST ALONG THE EASTERN LINE OF SAID WEILER TRACT AND BEL ARBOR SUBDIVISION, A DISTANCE OF 634.18 FEET TO THE NORTHEASTERN CORNER THEREOF, SAID POINT ALSO BEING LOCATED ON THE NORTHERN LINE OF SECTION 16, AS AFOREMENTIONED; THENCE NORTH 89 DEGREES 51 MINUTES 39 SECONDS EAST, ALONG SAID SECTION LINE, A DISTANCE OF 333.23 FEET TO A POINT BEING THE NORTHWESTERN CORNER OF LOT 8 OF CABIN GROVE, A SUBDIVISION RECORDED IN PLAT BOOK 244, PAGE 35 OF THE ST. LOUIS COUNTY RECORDS; THENCE DEPARTING SAID SECTION LINE, SOUTH 07 DEGREES 14 MINUTES 28 SECONDS WEST ALONG THE WESTERN SUBDIVISION LINE OF SAID CABIN GROVE SUBDIVISION, A DISTANCE OF 746.41 FEET TO A POINT ON THE NORTHEASTERN LINE OF SAID CONWAY ROAD; THENCE 61 DEGREES 40 MINUTES 38 SECONDS WEST, ALONG CONWAY ROAD RIGHT OF WAY LINE, A DISTANCE OF 44.48 TO AN ANGLE POINT THEREIN; THENCE CONTINUING ALONG SAID ROAD LINE, NORTH 70 DEGREES 59 MINUTES 02 SECONDS WEST, A DISTANCE OF 265.15 FEET TO THE POINT OF BEGINNING, CONTAINING 216,708 SQUARE FEET OR 4.975 ACRES.

SURVEY STATEMENT

THIS IS TO CERTIFY TO REHNQUIST DESIGN & BUILD INC. THAT TO THE BEST OF MY BELIEF, KNOWLEDGE AND ABILITY, POEHLMAN & PROST INC., DURING THE MONTH OF FEBRUARY, 2015, EXECUTED A BOUNDARY & TOPOGRAPHIC SURVEY BASED ON FIELD INFORMATION OBTAINED FROM FIELD PERSONEL UNDER MY DIRECTION AND CREATED A SUBDIVISION PLAT, ON A TRACT OF LAND SITUATED IN THE NORTHEAST QUARTER OF SECTION 16, TOWNSHIP 45 NORTH, RANGE 5 EAST, IN ST. LOUIS COUNTY, MISSOURI.

I ALSO DECLARE THAT UNDER MY SUPERVISION AND TO THE BEST OF MY ABILITY AND PROFESSIONAL JUDGMENT, THAT THE RESULTS SHOWN HEREON ARE MADE IN ACCORDANCE WITH THE CURRENT MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS FOR URBAN CLASS PROPERTY AS SET FORTH BY THE MISSOURI DEPARTMENT OF NATURAL RESOURCES, DIVISION OF GEOLOGY AND LAND SURVEY AND RULES PROMULGATED BY THE MISSOURI BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, AND LAND SURVEYORS ACCORDING TO 20 CSR 2030, EFFECTIVE APRIL, 2008.

IN WITNESS WHEREOF, WE HAVE SET OUR FIRM NAME AT OUR OFFICE IN ST. LOUIS COUNTY, MISSOURI, ON THIS 20th DAY OF FEBRUARY 2015.

POEHLMAN & PROST INC.
PROJECT NUMBER 215-009

BY: _____
CHRISTOPHER M. LANEMAN P.L.S.# 2369

GENERAL SURVEY NOTES

1. SOURCE OF TITLE & EASEMENTS: ALLIANT NATIONAL TITLE INSURANCE COMPANY, COMMITMENT NUMBER 524758, WITH AN EFFECTIVE DATE OF JANUARY 16, 2015 @ 8:00 A.M.
2. SOURCE OF BEARINGS: BEL ARBOR, A SUBDIVISION IN ST. LOUIS COUNTY RECORDED IN PLAT BOOK 348, PAGE 640 OF THE ST. LOUIS COUNTY RECORDS.
3. CLASSIFICATION OF SURVEY: URBAN
4. SOURCE OF RECORD: REPRESENTATIVE DEED RECORDED IN DEED BOOK 21009 PAGE 319 RECORDED IN THE ST. LOUIS COUNTY RECORDS.
5. THE SUBJECT TRACT CONTAINS 216,708 SQUARE FEET OR 4.975 ACRES.

ST. LOUIS COUNTY BENCHMARK NO. 13373 N.G.V.D. (U.S.G.S.) DATUM

STL #13373 CUT "L" AT THE EASTERMOST OF TWO ANGLE POINTS IN THE BACK EDGE OF SIDEWALK BEHIND THE HANDICAP RAMP IN THE PAVEMENT ROUNDING EAST OF CONWAY AIRE DRIVE AND SOUTH OF CONWAY ROAD; ROUGHLY 28 FEET SOUTH OF THE CENTERLINE OF CONWAY ROAD. ELEV. = 580.07'

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(TOLL FREE)
MISSOURI SURVEYING & SYSTEMS, INC.



CHRISTOPHER M. LANEMAN, PLS
PLS# LS-2369
DATE: 03-18-2015
PROJECT NUMBER: 215-009
SUBDIVISION PLAT

ENGINEERING/SURVEYING AUTHENTICATION

THE RESPONSIBILITY FOR PROFESSIONAL ENGINEERING/SURVEYING LIABILITY ON THIS PROJECT IS HEREBY LIMITED TO THE SET OF PLANS AUTHENTICATED BY THE SEAL, SIGNATURE AND DATE HERE UNDER ATTACHED. RESPONSIBILITY IS OBLANDED FOR ALL OTHER ENGINEERING/SURVEYING PLANS INVOLVED IN THE PROJECT AND SEPARATELY DATED. SIGNATURES AFTER THIS DATE, UNLESS RE-AUTHENTICATED.

NO	DESCRIPTION	DATE

ENGINEERING/SURVEYING RELEASE

THE ORIGINAL OF THIS DRAWING IS ON FILE AT THE OFFICE OF POEHLMAN & PROST, INC. ANY MODIFICATIONS TO THIS DRAWING SHALL RELEASE SAID POEHLMAN & PROST, INC. FROM ANY LIABILITY RESULTING FROM SAID UNAUTHORIZED MODIFICATIONS.

12507 CONWAY ROAD
WINDSOR OAKS SUBDIVISION
PART OF THE NORTHEAST QUARTER OF SECTION 16
SITUATED IN TOWNSHIP 45 NORTH, RANGE 5 EAST
CREVE COEUR, ST. LOUIS COUNTY, MISSOURI

PREPARED FOR:

REHNQUIST DESIGN AND BUILD, INC.
11084 GRAYVOIS IND. CT.
ST. LOUIS, MISSOURI 63128
ph. (314)-843-3331
fax (314)-843-8973

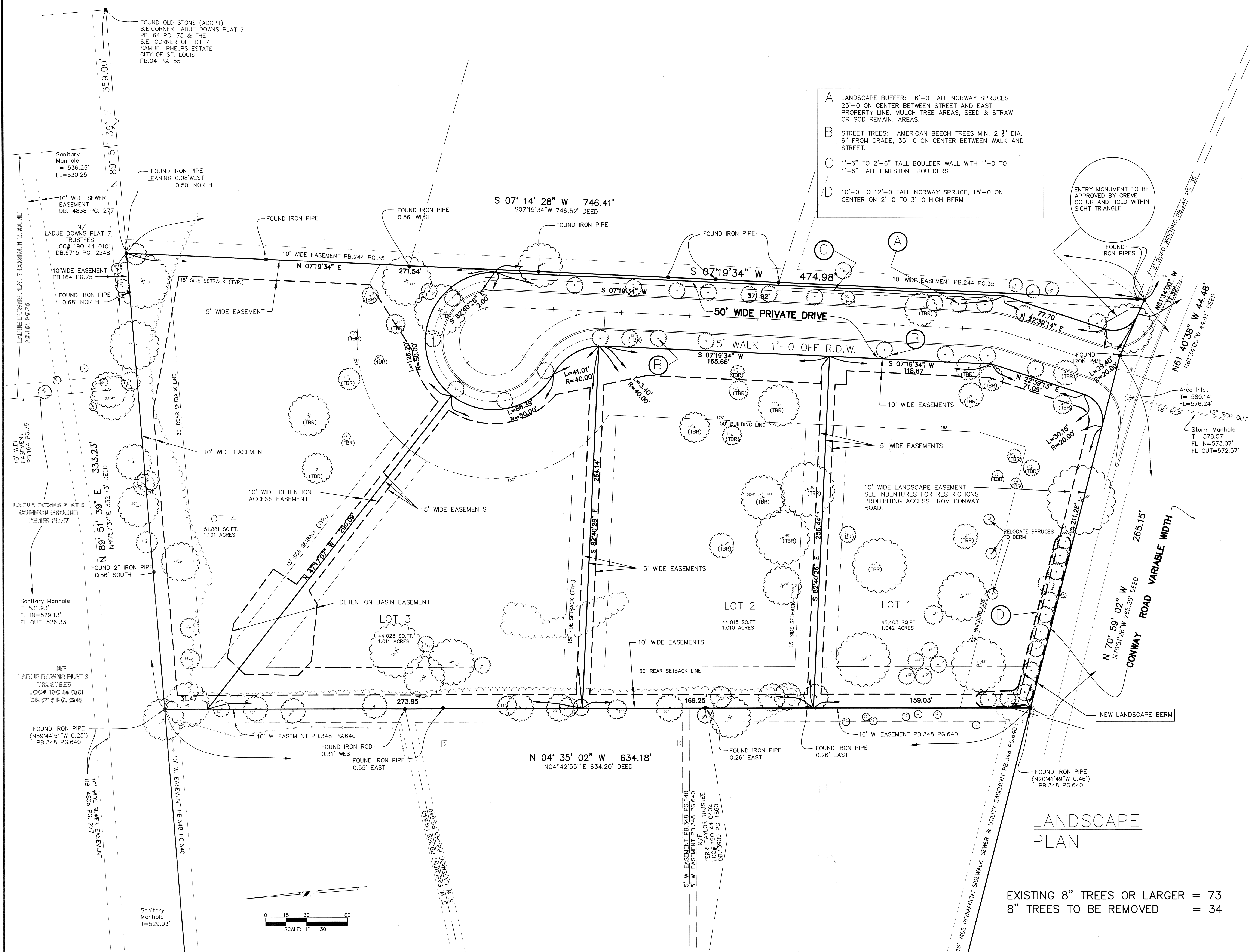
CERTIFICATE OF AUTHORITY
CIVIL ENGINEERING # E-922-[
LAND SURVEYING # LS-199-D

POEHLMAN & PROST, INC.
Land Surveying and Civil Engineering

P.O. Box 8340
9280 Dielman Industrial Drive
St. Louis, Missouri 63132
(314) 997-5777 Phone
(314) 997 0407 Fax
E-Mail: bipoehlman@poehlman-prost.com

UTILITY LOCATION NOTE

THE UNDERGROUND UTILITIES SHOWN HEREIN WERE PLOTTED FROM AVAILABLE INFORMATION AND DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE, NONEXISTENCE, SIZE, TYPE, NUMBER OR LOCATION OF THESE OR OTHER UTILITIES. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UTILITIES PRIOR TO ANY EXCAVATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ANY NECESSARY PERMITS AND DAMAGE PREVENTION ACT, CHAPTER 338, RSMo.



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THE RESPONSIBILITY FOR PROFESSIONAL ENGINEERING/SURVEYING LIABILITY ON THIS PROJECT IS HEREBY LIMITED TO THE SET OF PLANS AUTHENTICATED BY THE SEAL, SIGNATURE AND DATE HEREIN. ANY OTHER ENGINEERING/SURVEYING PLANS INVOLVED IN THIS PROJECT ARE NOT TO BE CONSIDERED AUTHENTICATED.

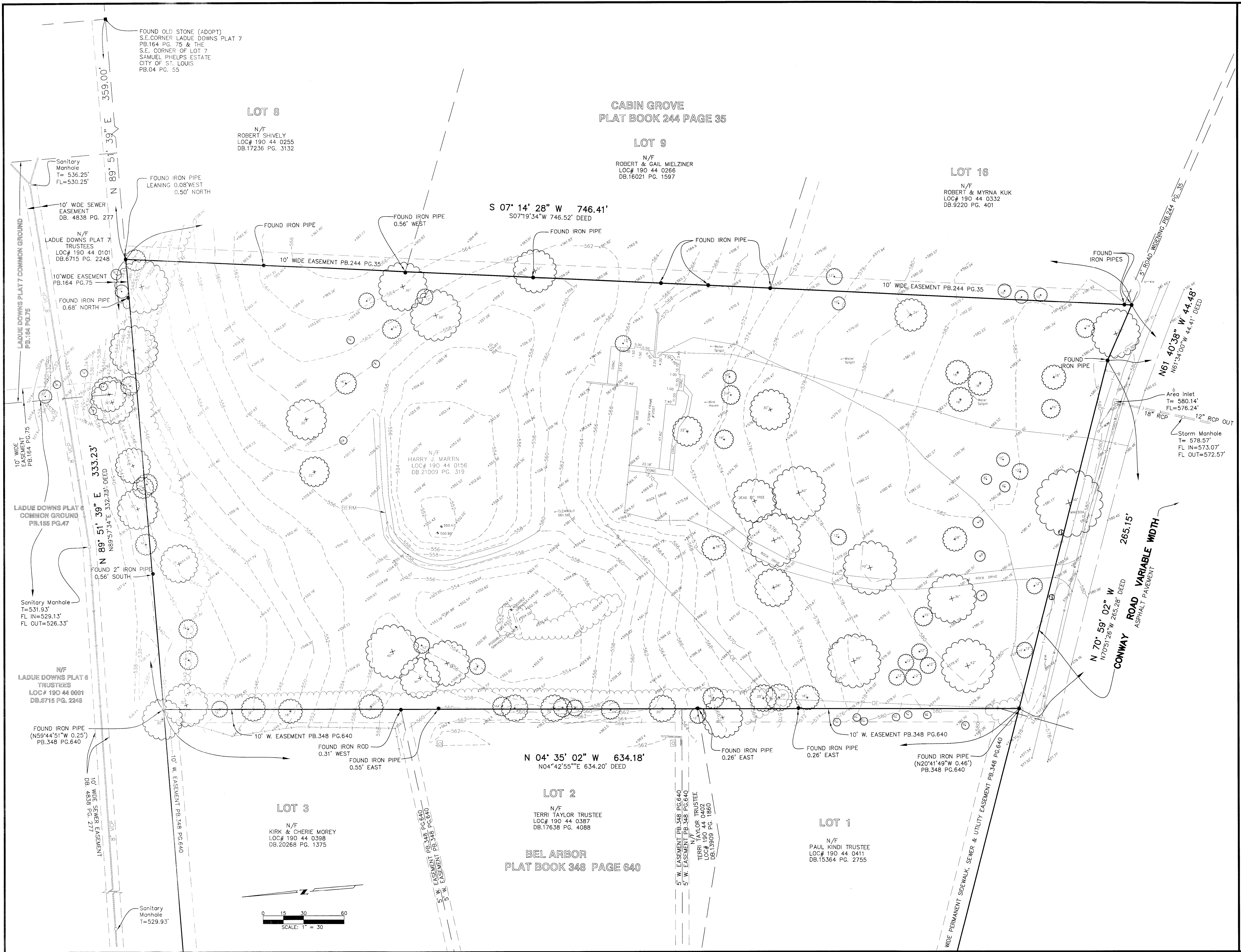
ENGINEERING/SURVEYING RELEASE
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UTILITY LOCATION NOTE
THE UNDERGROUND UTILITIES SHOWN HEREIN WERE PLOTTED FROM AVAILABLE INFORMATION AND DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE, NONEXISTENCE, SIZE, TYPE, NUMBER OR LOCATION OF THESE OR OTHER UTILITIES. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UTILITIES SHOWN OR NOT SHOWN, AND SAID UTILITIES SHALL BE LOCATED IN THE FIELD PRIOR TO ANY GRADING, EXCAVATION OR CONSTRUCTION OF IMPROVEMENTS. THESE PROVISIONS SHALL IN NO WAY ABSOLVE ANY PARTY FROM COMING WITH THE UNDERGROUND FACILITY SAFETY AND DAMAGE PREVENTION ACT, CHAPTER 339, RSMO.

Windsor Oaks Subdivision PROPOSED 4 LOT SUBDIVISION PART OF THE NORTHEAST QUARTER OF SECTION 16 SITUATED IN TOWNSHIP 45 NORTH, RANGE 5 EAST CREVE COEUR, ST. LOUIS COUNTY, MISSOURI	
PREPARED FOR: REHNQUIST DESIGN AND BUILD, INC. 11084 GRAVIOS IND. CT. ST. LOUIS, MISSOURI 63128	POEHLMAN & PROST, INC. Land Surveying and Civil Engineering P.O. Box 8340 9280 Dielman Industrial Drive St. Louis, Missouri 63132 (314) 997-5777 Phone (314) 997 0407 Fax E-Mail: bipoehlman@poehlman-prost.com
CERTIFICATE OF AUTHORITY CIVIL ENGINEERING # E-922-D LAND SURVEYING # LS-199-D	

C-1 Packet Pg. 8

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ENGINEERING/SURVEYING RELEASE
THE ORIGINAL OF THIS DRAWING IS ON FILE AT THE OFFICE OF POEHLMAN & PROST, INC. ANY MODIFICATIONS TO THIS DRAWING SHALL BE RELEASED BY POEHLMAN & PROST, INC. FROM ANY LIABILITY RESULTING FROM ANY UNAUTHORIZED MODIFICATIONS.

UTILITY LOCATION NOTE
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PREPARED FOR:
REHNUST DESIGN AND BUILD, INC.
11084 GRAVIES IND. CT.
ST. LOUIS, MISSOURI 63128

POEHLMAN & PROST, INC.
Land Surveying and Civil Engineering
P.O. Box 8340
9280 Delman Industrial Drive
St. Louis, Missouri 63132
(314) 997-5777 Phone
(314) 997-0407 Fax
E-Mail: bpoehlman@poehlman-prost.com

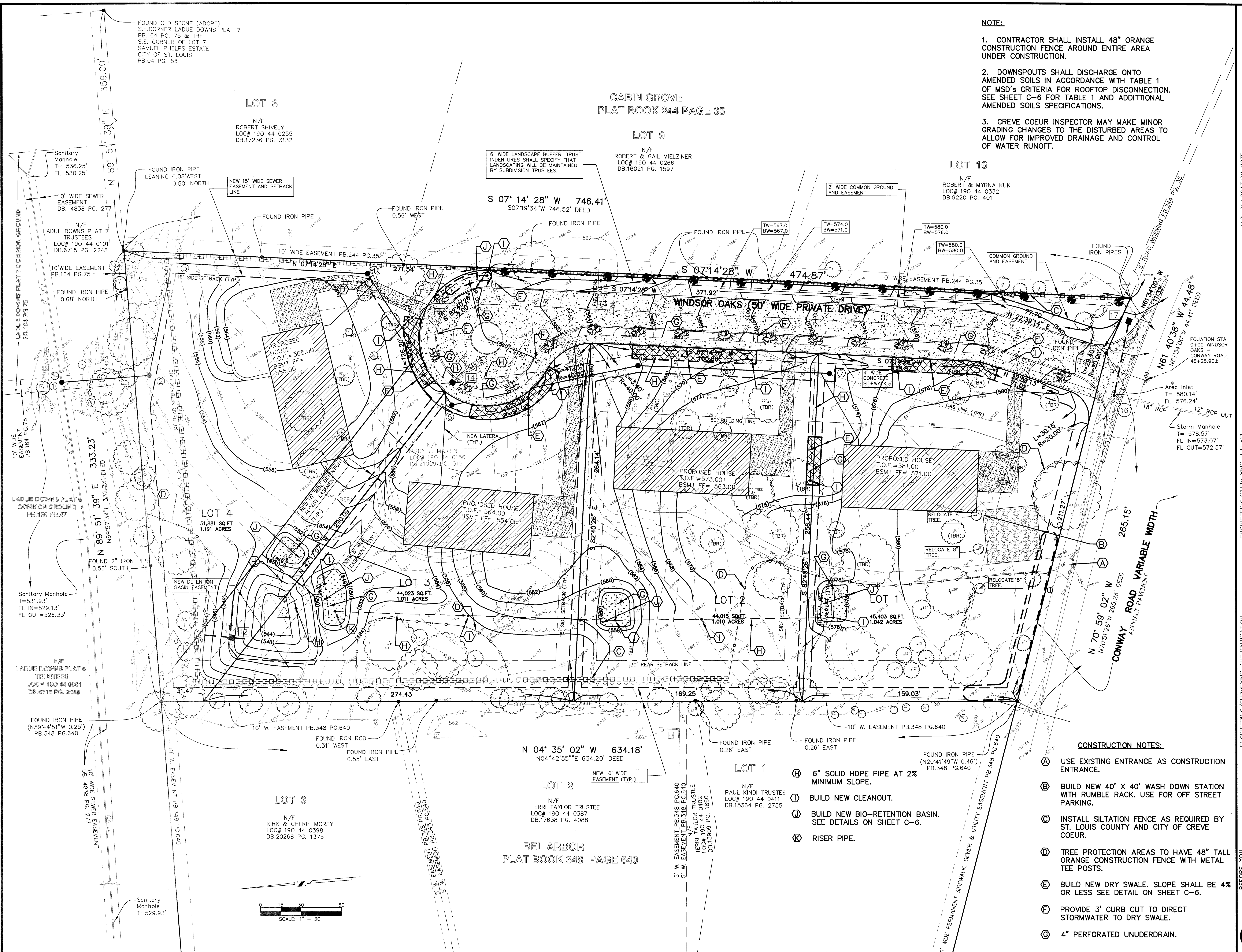
CERTIFICATE OF AUTHORITY
LAND SURVEYING # E-922-C
LAND SURVEYING # LS-199-D

WINDORS OAKS
PROPOSED 4 LOT SUBDIVISION
PART OF THE NORTHEAST QUARTER OF SECTION 16
SITUATED IN TOWNSHIP 45 NORTH, RANGE 5 EAST
CREVE COEUR, ST. LOUIS COUNTY, MISSOURI

NO.	DESCRIPTION	DATE
1	MSD SUBMITTAL	05-08-20

THOMAS E. PROST, PE
PE# E-26401
DATE: 03-18-2015
PROJECT NUMBER: 215-009
BOUNDARY AND TOPOGRAPHIC SURVEY
C-2 OF 12
Packet Pg. 89





- NOTE:**
- CONTRACTOR SHALL INSTALL 48" ORANGE CONSTRUCTION FENCE AROUND ENTIRE AREA UNDER CONSTRUCTION.
 - DOWNSPOUTS SHALL DISCHARGE ONTO AMENDED SOILS IN ACCORDANCE WITH TABLE 1 OF MSD'S CRITERIA FOR ROOFTOP DISCONNECTION. SEE SHEET C-6 FOR TABLE 1 AND ADDITIONAL AMENDED SOILS SPECIFICATIONS.
 - CREVE COEUR INSPECTOR MAY MAKE MINOR GRADING CHANGES TO THE DISTURBED AREAS TO ALLOW FOR IMPROVED DRAINAGE AND CONTROL OF WATER RUNOFF.

- CONSTRUCTION NOTES:**
- A USE EXISTING ENTRANCE AS CONSTRUCTION ENTRANCE.
 - B BUILD NEW 40' X 40' WASH DOWN STATION WITH RUMBLE RACK. USE FOR OFF STREET PARKING.
 - C INSTALL SILTATION FENCE AS REQUIRED BY ST. LOUIS COUNTY AND CITY OF CREVE COEUR.
 - D TREE PROTECTION AREAS TO HAVE 48" TALL ORANGE CONSTRUCTION FENCE WITH METAL TEE POSTS.
 - E BUILD NEW DRY SWALE. SLOPE SHALL BE 4% OR LESS SEE DETAIL ON SHEET C-6.
 - F PROVIDE 3' CURB CUT TO DIRECT STORMWATER TO DRY SWALE.
 - G 4" PERFORATED UNDERDRAIN.

ENGINEERING/SURVEYING AUTHENTICATION

THE RESPONSIBILITY FOR PROFESSIONAL ENGINEERING/SURVEYING LIABILITY ON THIS PROJECT IS HEREBY CERTIFIED TO THE ENGINEER/SURVEYOR WHOSE NAME AND SEAL APPEAR HEREON. THE PROJECT AND SPECIFICALLY EXCLUDES REVISIONS AFTER THIS DATE, UNLESS RE-AUTHENTICATED.

DATE: 05-08-2015

ENGINEERING/SURVEYING RELEASE

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UTILITY LOCATION NOTE

THE UNDERGROUND UTILITIES SHOWN HEREIN WERE PLOTTED FROM ANY AVAILABLE RECORDS, FIELD SURVEY, AND/OR INTERVIEW WITH THE PROPERTY OWNER. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UTILITIES, SHOWN OR NOT SHOWN, AND SAID UTILITIES SHALL BE LOCATED IN THE FIELD PRIOR TO ANY GRADING, EXCAVATION OR CONSTRUCTION OF IMPROVEMENTS. THESE PROMISES SHALL IN NO WAY ABSOLVE ANY PARTY FROM COMPLYING WITH THE UNDERGROUND FACILITY SAFETY AND DAMAGE PREVENTION ACT, CHAPTER 318, RSMO.

BEFORE YOU DIG - DRILL - BLAST (TOLL FREE)

MISSOURI ONE CALL SYSTEM, INC.

THOMAS E. PROST, PE
PE# E-28401

DATE: 03-18-2015

PROJECT NUMBER: 215-009

GRADING, BMP AND SWPPP PLAN

C-4 O Packet Pg. 91

WINDSOR OAKS

PROPOSED 4 LOT SUBDIVISION

PART OF THE NORTHEAST QUARTER OF SECTION 16
SITUATED IN TOWNSHIP 45 NORTH, RANGE 5 EAST
CREVE COEUR, ST. LOUIS COUNTY, MISSOURI

PREPARED FOR:

REHQUIST DESIGN AND BUILD, INC.
11084 GRAVOIS IND. CT.
ST. LOUIS, MISSOURI 63128
ph: (314)-843-3331
fax: (314)-843-8973

POEHLMAN & PROST, INC.

Land Surveying and Civil Engineering

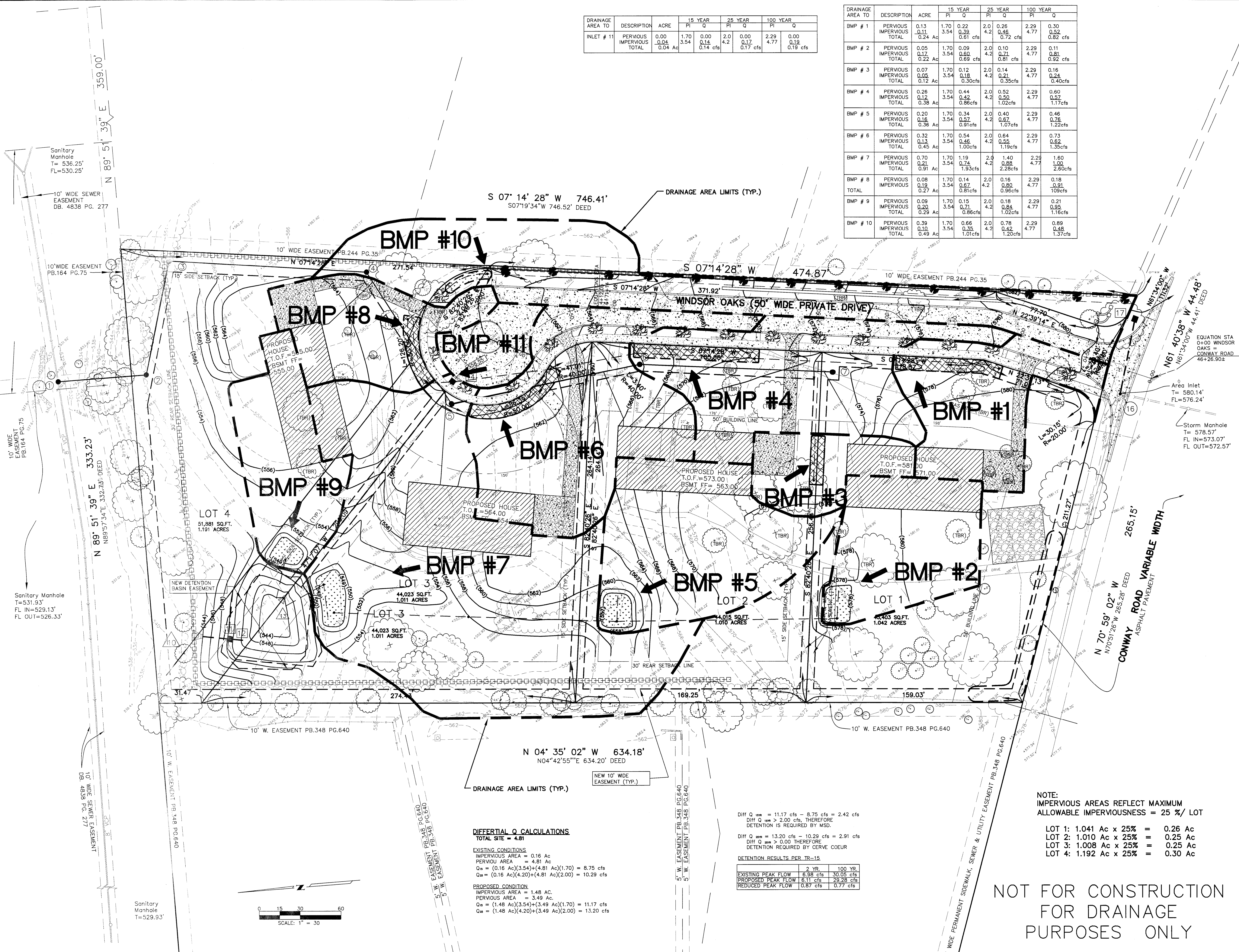
P.O. Box 8340
9280 Dielman Industrial Drive
St. Louis, Missouri 63132
(314) 997-5777 Phone
(314) 997-0407 Fax
E-Mail: bpoehman@poehliman-prost.com

CERTIFICATE OF AUTHORITY

CIVIL ENGINEERING # E-922-D
LAND SURVEYING # LS-199-D

DRAINAGE AREA TO	DESCRIPTION	ACRE	15 YEAR		25 YEAR		100 YEAR	
			PI	Q	PI	Q	PI	Q
INLET # 11	PERVIOUS IMPERVIOUS TOTAL	0.00 0.04 0.04 Ac	1.70 3.54	0.00 0.14 cfs	2.0 4.2	0.00 0.17 cfs	2.29 4.77	0.00 0.19 cfs

DRAINAGE AREA TO	DESCRIPTION	ACRE	15 YEAR		25 YEAR		100 YEAR	
			PI	Q	PI	Q	PI	Q
BMP # 1	PERVIOUS IMPERVIOUS TOTAL	0.13 0.11 0.24 Ac	1.70 3.54	0.22 0.39 cfs	2.0 4.2	0.26 0.46 cfs	2.29 4.77	0.30 0.52 cfs
BMP # 2	PERVIOUS IMPERVIOUS TOTAL	0.05 0.17 0.22 Ac	1.70 3.54	0.09 0.60 cfs	2.0 4.2	0.10 0.81 cfs	2.29 4.77	0.11 0.81 cfs
BMP # 3	PERVIOUS IMPERVIOUS TOTAL	0.07 0.05 0.12 Ac	1.70 3.54	0.12 0.18 cfs	2.0 4.2	0.14 0.21 cfs	2.29 4.77	0.16 0.24 cfs
BMP # 4	PERVIOUS IMPERVIOUS TOTAL	0.26 0.12 0.38 Ac	1.70 3.54	0.44 0.86 cfs	2.0 4.2	0.52 1.02 cfs	2.29 4.77	0.60 1.17 cfs
BMP # 5	PERVIOUS IMPERVIOUS TOTAL	0.20 0.16 0.36 Ac	1.70 3.54	0.34 0.52 cfs	2.0 4.2	0.40 0.67 cfs	2.29 4.77	0.46 0.76 cfs
BMP # 6	PERVIOUS IMPERVIOUS TOTAL	0.32 0.13 0.45 Ac	1.70 3.54	0.54 0.46 cfs	2.0 4.2	0.64 0.55 cfs	2.29 4.77	0.73 0.82 cfs
BMP # 7	PERVIOUS IMPERVIOUS TOTAL	0.70 0.21 0.91 Ac	1.70 3.54	1.19 0.74 cfs	2.0 4.2	1.40 0.88 cfs	2.29 4.77	1.60 1.00 cfs
BMP # 8	PERVIOUS IMPERVIOUS TOTAL	0.08 0.19 0.27 Ac	1.70 3.54	0.14 0.67 cfs	2.0 4.2	0.16 0.90 cfs	2.29 4.77	0.18 1.09 cfs
BMP # 9	PERVIOUS IMPERVIOUS TOTAL	0.09 0.20 0.29 Ac	1.70 3.54	0.15 0.86 cfs	2.0 4.2	0.18 1.02 cfs	2.29 4.77	0.21 1.16 cfs
BMP # 10	PERVIOUS IMPERVIOUS TOTAL	0.39 0.10 0.49 Ac	1.70 3.54	0.66 0.35 cfs	2.0 4.2	0.78 0.42 cfs	2.29 4.77	0.89 0.48 cfs



DIFFERENTIAL Q CALCULATIONS

TOTAL SITE = 4.81

EXISTING CONDITIONS
IMPERVIOUS AREA = 0.16 Ac
PERVIOUS AREA = 4.65 Ac
 $Q_{15} = (0.16 \text{ Ac})(3.54) + (4.65 \text{ Ac})(1.70) = 8.75 \text{ cfs}$
 $Q_{25} = (0.16 \text{ Ac})(4.20) + (4.65 \text{ Ac})(2.00) = 10.29 \text{ cfs}$

PROPOSED CONDITION
IMPERVIOUS AREA = 1.48 Ac
PERVIOUS AREA = 3.49 Ac
 $Q_{15} = (1.48 \text{ Ac})(3.54) + (3.49 \text{ Ac})(1.70) = 11.17 \text{ cfs}$
 $Q_{25} = (1.48 \text{ Ac})(4.20) + (3.49 \text{ Ac})(2.00) = 13.20 \text{ cfs}$

Diff Q $_{15}$ = 11.17 cfs - 8.75 cfs = 2.42 cfs
Diff Q $_{25}$ = 13.20 cfs - 10.29 cfs = 2.91 cfs
Diff Q $_{100}$ = 0.00 THEREFORE
DETENTION REQUIRED BY CERVO COEUR

DETENTION RESULTS PER TR-15

	2 YR	100 YR
EXISTING PEAK FLOW	6.98 cfs	30.05 cfs
PROPOSED PEAK FLOW	6.11 cfs	29.28 cfs
REDUCED PEAK FLOW	0.87 cfs	0.77 cfs

NOTE:
IMPERVIOUS AREAS REFLECT MAXIMUM
ALLOWABLE IMPERVIOUSNESS = 25 %/ LOT

LOT 1: 1.041 Ac x 25% =	0.26 Ac
LOT 2: 1.010 Ac x 25% =	0.25 Ac
LOT 3: 1.008 Ac x 25% =	0.25 Ac
LOT 4: 1.192 Ac x 25% =	0.30 Ac

NOT FOR CONSTRUCTION
FOR DRAINAGE
PURPOSES ONLY

UTILITY LOCATION NOTE

THE UNDERGROUND UTILITIES SHOWN HEREIN WERE PLOTTED FROM AVAILABLE INFORMATION AND DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE. NONEXISTENCE, SIZE, TYPE, NUMBER OR LOCATION OF THESE UTILITIES. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION.

ENGINEERING/SURVEYING AUTHENTICATION

THE RESPONSIBILITY FOR PROFESSIONAL ENGINEERING/SURVEYING LIABILITY ON THIS PROJECT IS HEREBY LIMITED TO THE SET OF PLANS AUTHENTICATED BY THE SEAL, SIGNATURE AND DATE HERE UNDER. ATTACHED. RESPONSIBILITY IS DISCLAIMED FOR ALL OTHER ENGINEERING/SURVEYING PLANS INVOLVED IN THE PROJECT AND SPECIALLY FOR ANY UTILITIES RESULTING FROM SAID UNAUTHORIZED NOTIFICATIONS. THE PROJECT AND SPECIALLY FOR ANY UTILITIES RESULTING FROM SAID UNAUTHORIZED NOTIFICATIONS.

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MISSOURI ONE CALL SYSTEM, INC.



POEHLMAN & PROST, INC.
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(314) 997-0407 Fax
E-Mail: bpoehman@poehman-prost.com

CERTIFICATE OF AUTHORITY
CIVIL ENGINEERING # E-922-L
LAND SURVEYING # LS-199-D

WINDSOR OAKS
PROPOSED 4 LOT SUBDIVISION
PART OF THE NORTHEAST QUARTER OF SECTION 16
SITUATED IN TOWNSHIP 45 NORTH, RANGE 5 EAST
CREVE COEUR, ST. LOUIS COUNTY, MISSOURI

NO	DESCRIPTION	DATE
1	MSD SUBMITTAL	05-08-20

THOMAS E. PROST, PE
PE# E-26401

DATE: 03-18-2021
PROJECT NUMBER: 215-009

DRAINAGE AREA
MAP

\\scit\c\7\015\015-009\Engineering\Site Improvement\Plans\Revision 3 05-11-15\15-009 C-6 BMP AND SWPPP DETAIL.dwg, 5/17/2015 12:40:37 PM

SODDING

PHYSICAL DESCRIPTION - A 3/4-inch to 1-inch thick mat of vigorous turf, free of disease, insects and weeds. Sod prevents rainwater from disrupting the soil structure and causing erosion. Sod slows water runoff and acts as a filter when sediment-laden runoff crosses over the sodded area. Sodding: 803-10-00, Zoyzia 803-10-10, Bermuda 803-10-20, Snp-803-20-00.

WHERE BMP IS TO BE INSTALLED - Typically installed in areas requiring immediate erosion protection, such as swales or detention ponds and as filter strips, around inlets, and adjacent to curbs. Also installed in areas requiring immediate aesthetic appearance or function such as entrances to new subdivision and off site construction areas.

CONDITIONS FOR EFFECTIVE USE OF BMP - Type of Flow: Sheet flow and low concentrated flows with velocities less than 5 fps.

WHEN BMP IS TO BE INSTALLED - Immediately after finish grading, installation of area inlets, and installation of underground services and foundations of new homes.

INSTALLATION/CONSTRUCTION PROCEDURES

- ✓ Finish grade area and remove all debris larger than 1/4-inch in diameter and concentrated areas of smaller debris.
- ✓ Soil preparation of area to be sodded shall be determined by tests to determine lime and fertilizer requirements. Soil amendments shall be mixed into top 3 to 4 inches of soil by diking or other means.
- ✓ Level and roll soil lightly to provide an even grade and firm the surface. Soil should not be excessively wet or dry.
- ✓ Lay first row of sod perpendicular to the slope or direction of flow. But subsequent rows tight against previous rows with strips staggered in brick-like pattern. Fill minor gaps with good soil and roll entire surface to ensure contact.
- ✓ Stake, staple and/or net corners and centers of sod strips as required.
- ✓ Water immediately after installation enough to soak 4 inches into soil without causing runoff.
- ✓ For additional information see Section 803 of St. Louis County's Standard Specification for Highway Construction.
- ✓ Type of soil shall be as specified in the contract or on the approved plans.

O&M PROCEDURES:

- ✓ Water sod daily for 3 weeks - enough to soak 4-inches into soil without causing runoff.
- ✓ Reposition areas of sod that have moved along a slope.
- ✓ Remove sediment accumulations - replace sod if necessary.
- ✓ Repair any eroded areas, replace sod, and stabilize as needed.
- ✓ Do not mow until 3-inches of new growth occur. During the first 4 months, mow no more than 1/4 the grass height.

SITE CONDITIONS FOR REMOVAL - Not applicable.

TYPICAL DETAIL - 803-10-00

SILT FENCE

PHYSICAL DESCRIPTION - Silt fences are used as temporary perimeter controls, appropriate to the BMP, at sites where construction activities will disturb the soil. They can also be used on the interior of the site. A silt fence consists of a length of filter fabric stretched between anchoring posts spaced at regular intervals along the site at low and down slope areas. The filter fabric should be entrenched in the ground. When installed correctly and inspected frequently, silt fence can be an effective barrier to silt leaving the site in storm water runoff.

WHERE BMP IS TO BE INSTALLED - Silt fences apply to construction sites with relatively small drainage areas. They are appropriate in areas where runoff will be low to low (flow not exceeding 0.5 cfs). The drainage area for silt fences should not exceed 0.25 acre per 100 foot fence length (100 square feet per foot of fence). The slope length above the fence should not exceed 100 feet (NAHB, 1995). The fence should be designed to withstand the runoff from a 10-year peak storm event.

CONDITIONS FOR EFFECTIVE USE OF BMP - Spacing of parallel lengths of silt fence along slopes is relative to slope steepness as follows:

Type of Flow:	Sheet flow only.
Contributing Slope Length:	30 feet maximum for 3:1 slopes. 50 feet maximum for slopes between 3:1 and 1:1. 100 foot maximum for slopes under 10%.

For additional information see Section 806.70 of St. Louis County's Standard Specification for Highway Construction.

WHEN BMP IS TO BE INSTALLED - Prior to disturbance of natural vegetation and at intervals during construction of fill areas. Install on the perimeter of the site (where storm water exits the site) prior to disturbance of natural vegetation, around material stock piles and interior to the site along slopes, at the base of slopes and at intervals during construction of slopes.

INSTALLATION/CONSTRUCTION PROCEDURES

- ✓ Drive post for fence line.
- ✓ Dig trench to required dimensions in front of posts for fabric burial.
- ✓ Attach wire mesh to posts.
- ✓ Attach fabric to posts, allowing required length below ground level to run fabric along bottom of trench.
- ✓ Backfill and compact soil in trench to protect and anchor fabric.

If a standard-strength fabric is used, it can be reinforced with wire mesh behind the filter fabric. This increases the effective life of the fence. The maximum life expectancy for synthetic fabric silt fences is about 6 months, depending on the amount of rainfall and runoff.

The stakes used to anchor the filter fabric should be wood or metal. Wooden stakes should have minimum dimensions of 2 by 2 inches if a hardwood like oak is used. Stakes from soft woods like No. 2 Southern Pine, should have minimum dimensions of 4 by 4 inches. When using steel (standard U, T, L or C shape sections) posts in place of wooden stakes, they should weigh no less than 1.33 lb/linear foot. If metal posts are used, attachment points are needed for fastening the filter fabric with wire ties. Posts should be least 5 feet long and driven or placed at a slight upstream angle into the ground to a

minimum depth of 18 inches. Depth shall be increased to a minimum of 22 inches if fence is placed on a slope of 3:1 or greater. When the post embedment depth is impossible to obtain, the posts shall be adequately secured to prevent overturning of the fence due to sediment loading.

Erect silt fence in a continuous fashion from a single roll of fabric to eliminate gaps in the fence. If a continuous roll of fabric is not available, overlap the fabric from both directions only at stakes or posts. Overlap at least 5 inches.

The Geosynthetic filter fabric and wire mesh (when applicable) shall be no less than 30 inches above ground and end stapled or wired to the upslope side of the post. Stakes should be a 17-gauge wire and 1/2 inch long. Excavate a trench to bury the bottom of the fabric fence in a "V" configuration at least 6 inches below the ground surface. The trench shall be backfilled with native soil and the soil compacted over the geotextile. This helps to prevent gaps from forming near the ground surface. Gaps would make the fencing useless as a sediment barrier.

The height of the fence posts should be 38 (22-inch embedment) to 42 (18-inch embedment) inches above the original ground surface. If standard-strength fabric is used with 14-gauge steel wire with a mesh spacing of 6 inches by 6 inches (or a prefabricated polymeric mesh of equivalent strength), space the posts no more than 4 feet apart. If extra-strength fabric is used without wire mesh reinforcement, space the posts no more than 4 feet apart with woven or 6 feet apart with non-woven (geosynthetic).

Alternate Construction: Install fence by slicing it into ground with specialized equipment. Install posts at reduced spacing indicated on detail.

LIMITATIONS - Do not install silt fences along areas where rocks or other hard surfaces will prevent you from uniformly anchoring the fence posts and entrenching the filter fabric. Installing fences in such an area greatly reduces their effectiveness and can create runoff channels leading offsite. Silt fences are not suitable for areas where large amounts of concentrated runoff are likely. Fence shall not be used when slope is 1:1 or greater and water flow rates exceed 2 cubic feet per minute. Open, windy areas present a maintenance challenge, too, because high winds can make the filter fabric deteriorate faster. Do not install silt fences across streams, ditches, or waterways (Smolen et al., 1998).

When the pores of the fence fabric become clogged with sediment, pools of water are likely to form on the uphill side of the fence. Setting and design of the silt fence should account for this. Take care to avoid unnecessarily diverting stormwater from these pools, causing further erosion damage.

MAINTENANCE CONSIDERATIONS - Inspect silt fences regularly and frequently, as well as after each rainfall event, to make sure that they are intact and that there are no gaps where the fence meets the ground or tears along the length of the fence. If you find gaps or tears, repair or replace the fabric immediately. Remove accumulated sediments from the fence basin when the sediment reaches one-third to one-half the fence height. Remove sediment more frequently if accumulated sediment is creating noticeable strain on the fabric and the fence might fail from a sudden storm event. When you remove the silt fence, remove the accumulated sediment, dress the area disturbed to give it a pleasing appearance and vegetate all bare areas as well.

O&M PROCEDURES

- ✓ Inspect every week and after every storm.
- ✓ Remove sediment buildup deeper than 1/2 the fence height or 12", whichever is less.
- ✓ Replace torn or clogged fabric; repair loose fabric.
- ✓ Repair unstable or broken posts.
- ✓ Stabilize any areas susceptible to undermining.
- ✓ Extend fence or add additional row(s) of fence if necessary to provide adequate protection.

SITING AND DESIGN CONSIDERATIONS - The material for silt fences should be a pervious sheet of synthetic fabric such as polypropylene, nylon, and polyester or polyethylene yarn. Choose the material based on the minimum synthetic fabric requirements shown in Table 1 below.

Table 1- Temporary Silt Fence Property Requirements

Physical Property	Test Method	Units	MARV Geotextile Requirements		
			Supported Silt Fence ¹	Unsupported Silt Fence Woven Elongation ≥ 50%	Unsupported Silt Fence Non-Woven Elongation ≥ 50%
Post Spacing (Maximum)		feet	4	4	6
Height of Wire / Polymer Fence (Minimum)		inches	30	---	---
Grab Strength (Minimum): Machine Direction Cross Machine Direction	ASTM D 4632	pounds	90 90	125 100	125 100
Permittivity (Minimum)	ASTM D 4491	sec ⁻¹	0.05	0.05	0.05
Apparent Opening Size (AOS) ²	ASTM D 4751	Sieve Number	30	30	30
Ultraviolet Stability (Minimum (retained strength)	ASTM D 4355		70% after 500 h of exposure		

Notes:

MARV Minimum Average Roll Value

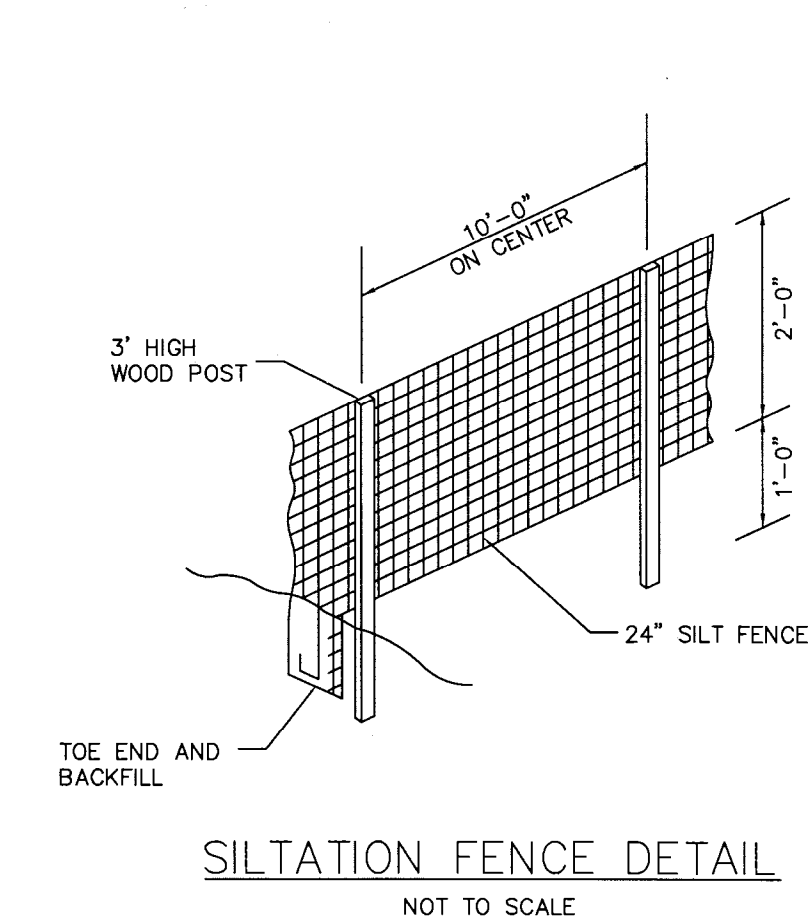
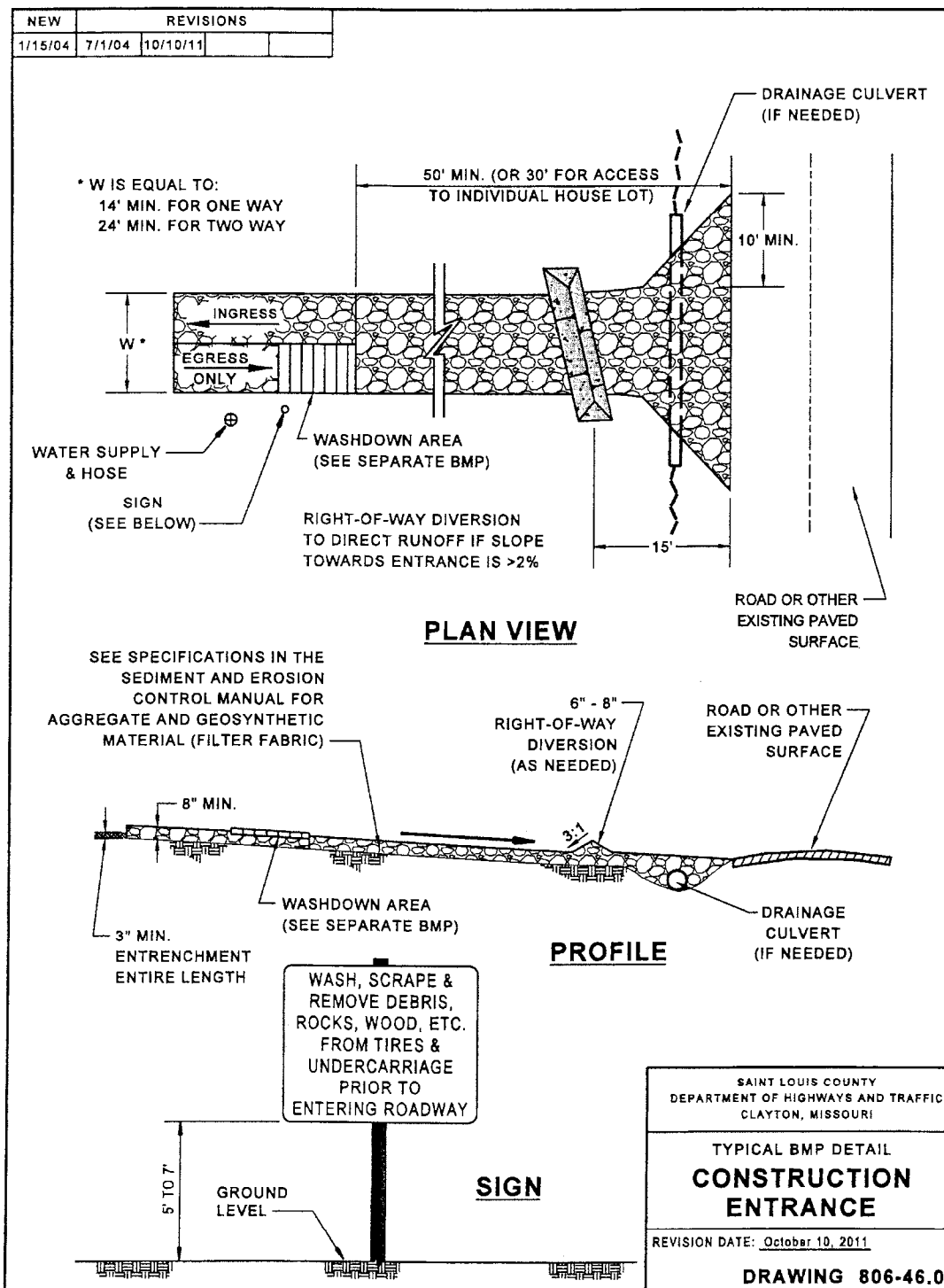
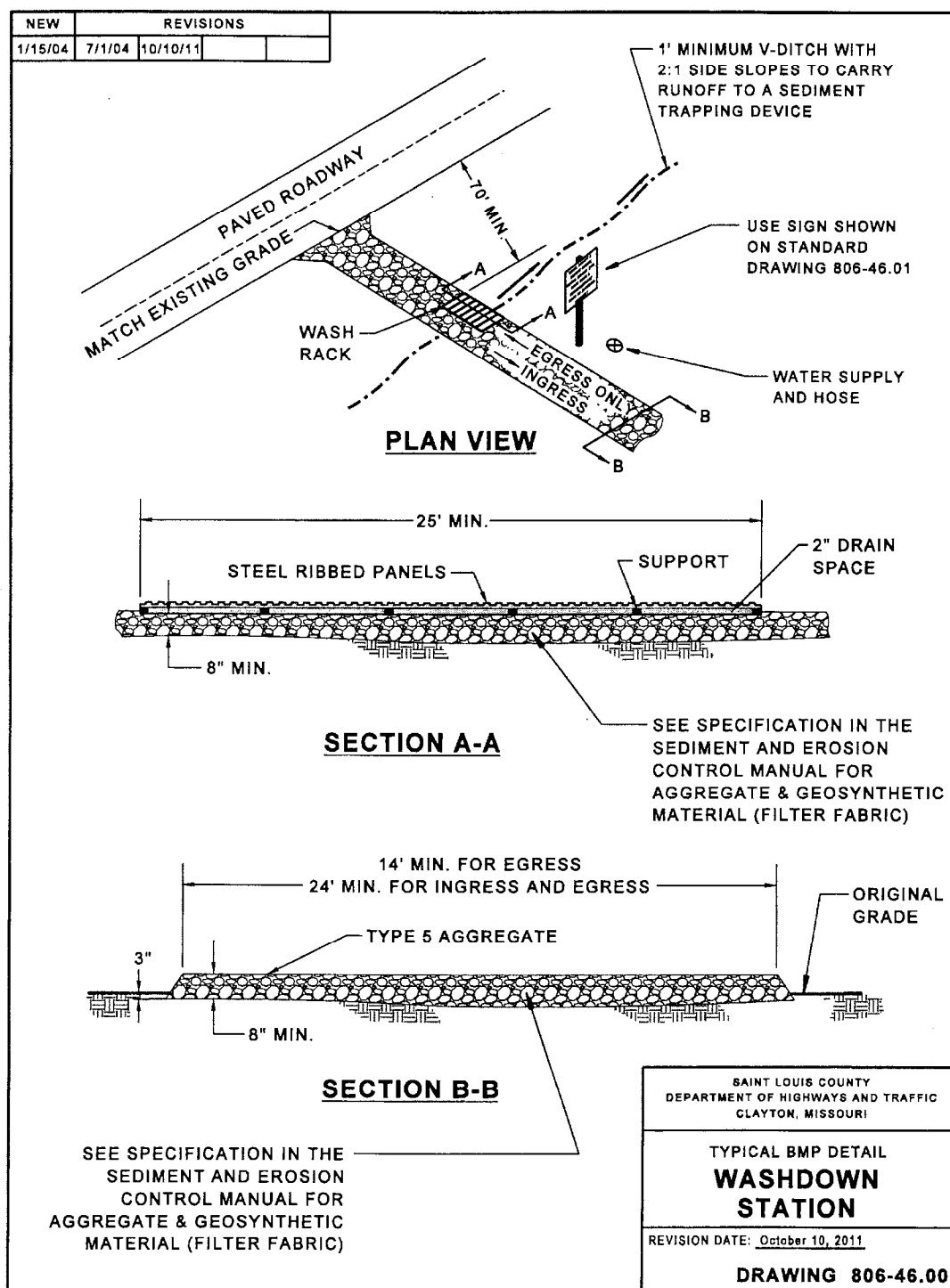
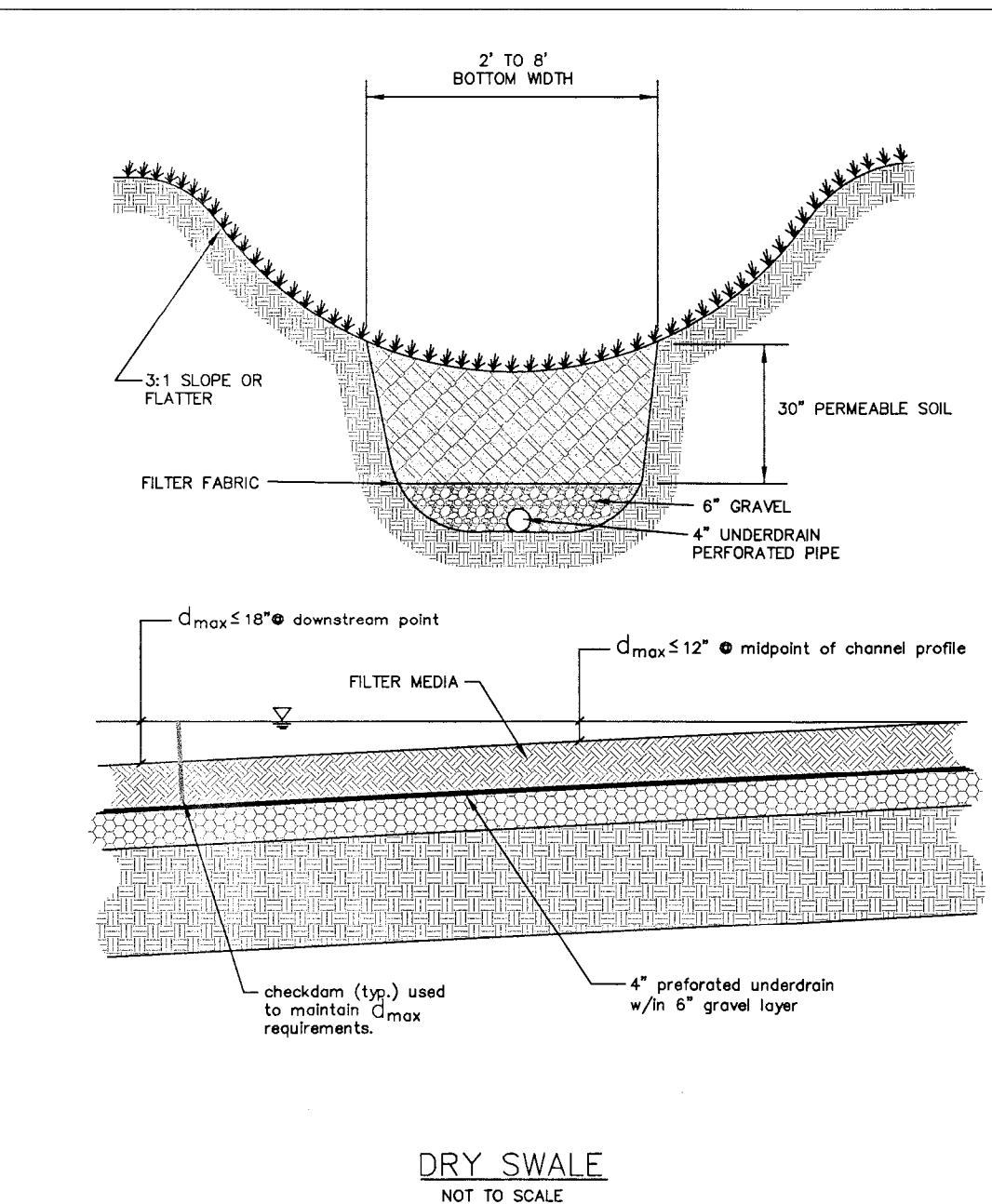
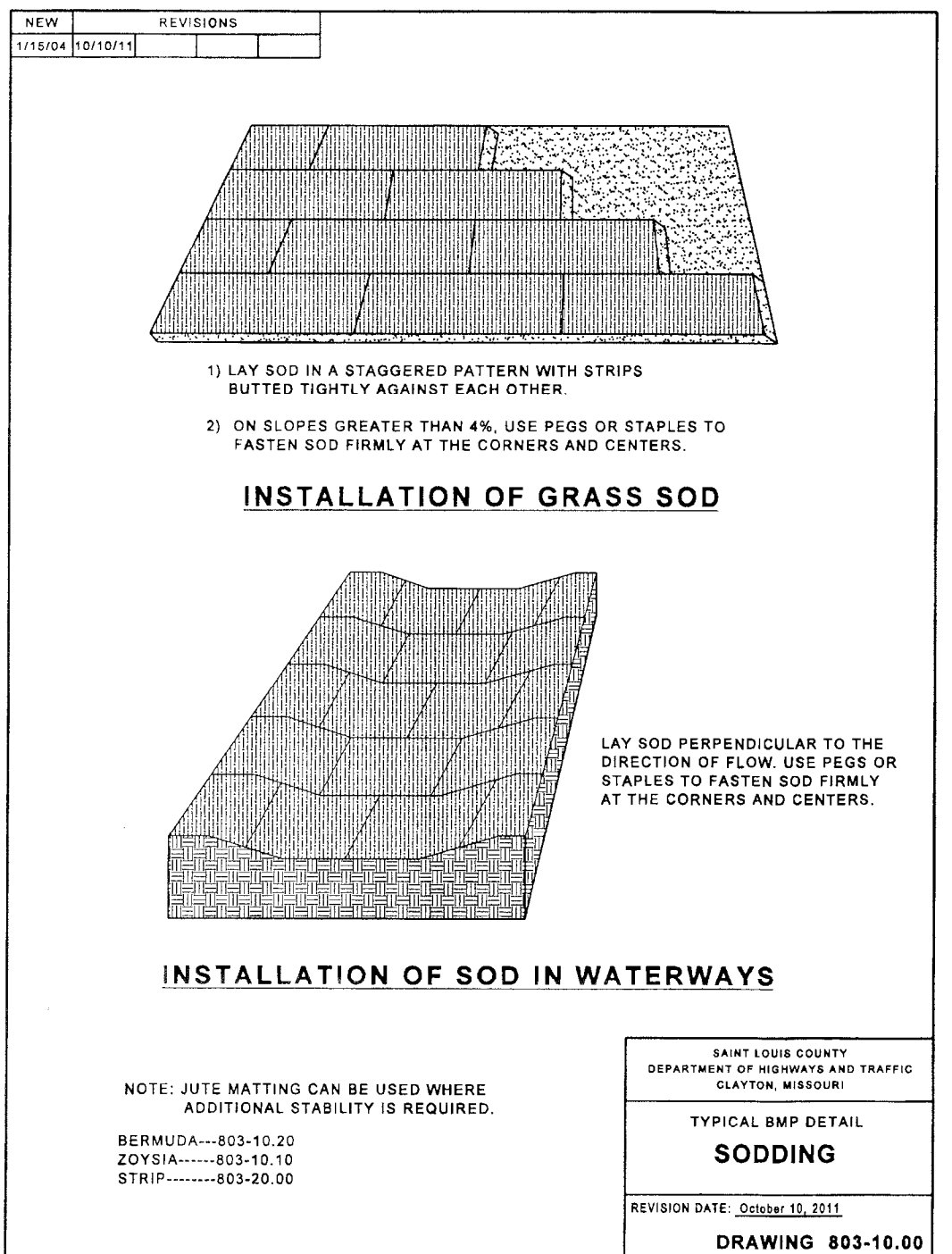
¹ Elongation measured in accordance with ASTM D 4632

² Silt Fence Support - 14-gauge steel wire with a mesh spacing of 6 inches by 6 inches (or a prefabricated polymeric mesh of equivalent strength)

³ Maximum Average Roll Value

SITE CONDITIONS FOR REMOVAL - After permanent vegetation of slope is established. Remove fence and post, regrade trench area and vegetate.

TYPICAL DETAIL - 806-70-00



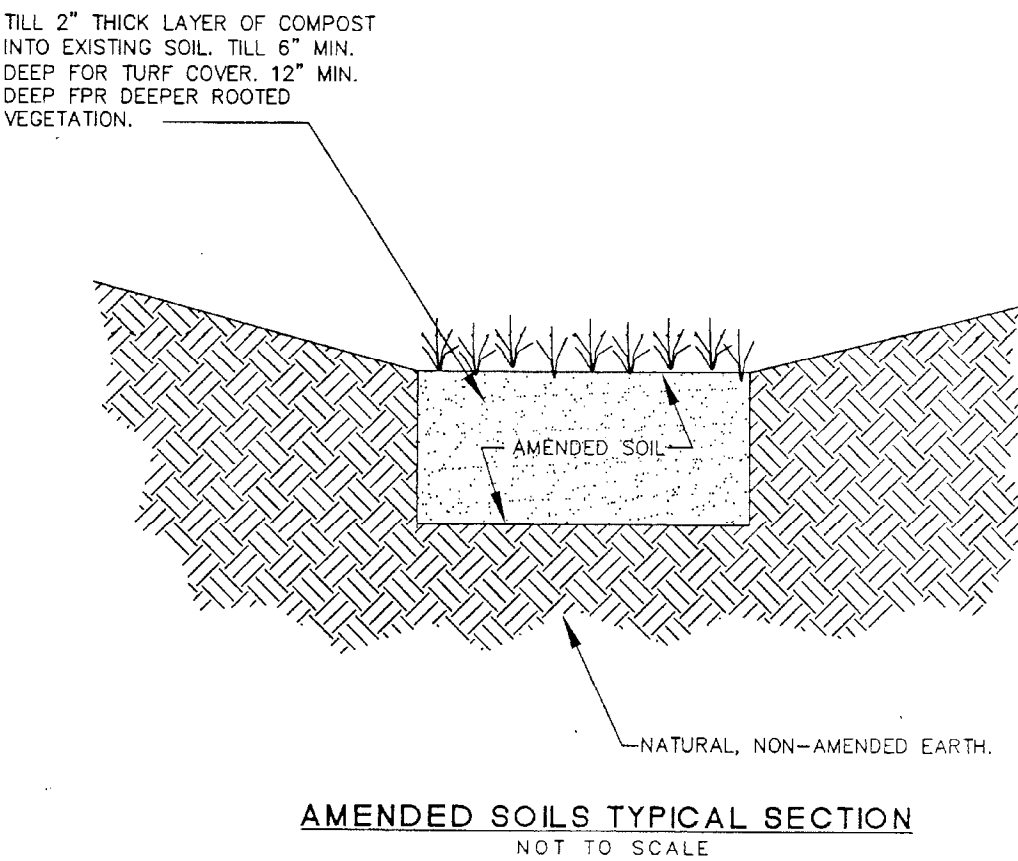
MAINTENANCE FOR SYNTHETIC FILTER BARRIERS

1. FILTER BARRIERS SHALL BE INSPECTED IMMEDIATELY AFTER EACH RAINFALL AND AT LEAST DAILY DURING PROLONGED RAINFALL. ANY REQUIRED REPAIRS SHALL BE MADE IMMEDIATELY.
2. SHOULD THE FABRIC DECOMPOSE OR BECOME INEFFECTIVE PRIOR TO THE END OF THE EXPECTED USABLE LIFE AND THE BARRIER STILL BE NECESSARY, THE FABRIC SHALL BE REPLACED PROMPTLY.
3. SEDIMENT DEPOSITS SHOULD BE REMOVED AFTER EACH STORM EVENT. THEY MUST BE REMOVED WHEN DEPOSITS REACH APPROXIMATELY HALF THE HEIGHT OF THE BARRIER.
4. ANY SEDIMENT DEPOSITS REMAINING IN PLACE AFTER THE SILT FENCE OR FILTER BARRIER IS NO LONGER REQUIRED SHALL BE DRESSED TO CONFORM WITH EXISTING GRADE, PREPARED AND SEEDED.

SILTATION CONTROL DETAILS

EROSION AND SEDIMENT CONTROL DEVICES SHALL BE SUFFICIENT TO PROTECT ALL OFF-SITE PROPERTY FROM SILTATION AND SHALL BE INSTALLED PRIOR TO BEGINNING OF ANY GRADING OR CONSTRUCTION. THE SILTATION CONTROL MEASURES SHALL BE APPROVED BY THE PUBLIC WORKS DEPARTMENT PRIOR TO ISSUANCE OF A BUILDING PERMIT. THESE DEVICES SHALL BE MAINTAINED DURING THE CONSTRUCTION ACTIVITIES. FAILURE TO MAINTAIN THESE DEVICES AUTHORIZES THE PUBLIC WORKS DEPARTMENT TO ISSUE A STOP WORK ORDER FOR THE BUILDING PERMIT UNTIL SUCH DEVICES ARE RESTORED.

NOTE: THE ENGINEER SHALL NOT BE RESPONSIBLE FOR THE MEANS, METHODS, TECHNIQUES, SEQUENCES OR PROCEDURES OF CONSTRUCTION SELECTED BY THE CONTRACTOR TO PROTECT OFF-SITE PROPERTY FROM EROSION OR SILTATION. THE ENGINEER SHALL NOT BE LIABLE FOR DAMAGE CAUSED BY EROSION OR SILTATION DUE TO DEFECTIVE SILTATION CONTROL DEVICES.



NOTES:

- (1) SEE TABLE 1, AMENDED SOILS DISCONNECTED CRITERIA FOR DESIGN REQUIREMENTS.
- (2) TILL SOIL SUBGRADE PRIOR TO COMPOST ADDITION, AND TILL AFTER COMPOST ADDITION.
- (3) CLEAN ALL OBJECTS LARGER THAN 2" FROM AMENDED SOIL AREA.
- (4) FOR TURF COVER, COMPLETE WITH FINE GRADING AND SODDING IN ACCORDANCE WITH MSD STANDARD SPECIFICATIONS.
- (5) SEE COMPOST SPECIFICATION FOR COMPOST MATERIAL PROPERTIES AND TESTING REQUIREMENTS.

Description. This work shall consist of incorporating compost within the root zone of the planned vegetation cover to improve soil quality and evapotranspiration.

Compost Application Procedure. Amended soils disconnection detail.

1. Clear surface of obstructions and properly dispose. The soil surface shall be reasonably free of all objects, including stone and rubble, greater than 2 inches, and other material which will interfere with planting and subsequent site maintenance.
2. Rototill to a depth of 6-8" for turf cover and a minimum of 12" for deep rooted vegetation. If the soil is too dense for a rototiller, the soil should first be broken up into large aggregates using a soil ripper.
3. If obstructions are unearthed during tilling, clear obstructions and properly dispose of. The soil surface shall be reasonably free of all objects, including stone and rubble, greater than 2 inches, and other material which will interfere with planting and subsequent site maintenance.
4. Distribute compost evenly to a minimum depth of 2 inches over the soil surface.
5. Retrotill several times in perpendicular directions to incorporate compost and other soil amendments.
6. Complete with fine grading and sodding.
7. Water thoroughly. Allow soil to settle for one week.

Compost. Compost shall be mature, stable, weed free, and produced by aerobic decomposition of organic matter. Compost feedstock may include, but is not limited to: agricultural, food or industrial residuals, class A biosolids as defined in the EPA CFR Title 40, Part 503, yard trimmings, or source-separated municipal solid waste. The product must not contain any visible refuse or other physical contaminants, substances toxic to plants, or over 5% sand, silt, clay or rock material by dry weight. The product shall possess no objectionable odors. The product must meet all applicable USEPA CFR, Title 40, Part 503 Standards for Class A biosolids. The moisture level shall be such that no visible water or dust is produced when handling the material.

Testing. Prior to delivery of any compost to the site and as part of shop drawing review, the following documentation shall be provided by the contractor to the District Inspector:

- feedstock percentage in the final compost product
- a statement that the compost meets federal and state health and safety regulations
- a statement that the composting process has met time and temperature requirements
- a copy of the lab analysis, less than four months old, performed by a Seal of Testing Assurance Certified Laboratory verifying that the compost meets the physical requirements as described in Table 1.

Sod, Fertilizing, Sodding and Watering to be in accordance with MSD Standard Construction Specifications Part 8 Section F.

Parameter	Range	Testing Method
pH	6.0-8.5	ITMECC 4.11A
Soluble Salt Concentration	< 10dSm	ITMECC 4.10-A
Moisture	30-60% wet weight basis	SMEWC 2540B
Organic Matter	30-65% dry weight basis	ITMECC 5.67-A
Total Nitrogen (N)	>1.00% dry weight basis	ITMECC 04.02-D
Phosphate (P2O5)	>0.50% dry weight basis	ITMECC 04.03-A
Potash (K2O)	>0.10% dry weight basis	ITMECC 04.04-A
Particle Size	85% pass through 5/8" screen or smaller	ITMECC 2.02-B
Stability (Carbon Dioxide evolution rate)	>80% relative to positive control	ITMECC 5.08-B
Maturity (Seed emergence and seedling vigor)	>90% relative to positive control	ITMECC 5.05-A
Physical contaminants (man made inerts)	<1% dry weight basis	ITMECC 3.08-A
Chemical contaminants	Meet or exceed US EPA Class A standard, 40 CFR § 503.13, Tables 1 and 3 levels:	
Arsenic	< 41ppm	ITMECC 4.08-AS
Barium	< 39 ppm	ITMECC 4.06-CD
Cadmium	< 300 ppm	ITMECC 4.05-CU
Copper	< 1,500 ppm	ITMECC 4.06-PB
Lead	< 17 ppm	ITMECC 4.06-HG
Mercury	< 75 ppm	ITMECC 4.05-MO
Molybdenum	< 420 ppm	ITMECC 4.06-NI
Nickel	< 100 ppm	ITMECC 4.06-SE
Selenium	< 2,800 ppm	ITMECC 4.06-ZN
Zinc	< 1,000 MPN per gram, dry weight basis	ITMECC 7.01
Biological contaminants (pathogens)	< 1,000 MPN per gram, dry weight basis	
Fecal coliform	< 1,000 MPN per gram, dry weight basis	

Table 1. Amended Soils Disconnection Design Criteria

Design Factor	Disconnection Criteria
Maximum impervious area treated	1,000 square feet
Minimum area of amended soils	Equal to area of impervious disconnect
Minimum width of amended soils	10 feet
Longest flow path of impervious area	50 feet
Disconnection length	Equal to the longest flow path of impervious area. No less than 20 feet for downspout disconnections.
Disconnection slope	5% maximum

UTILITY LOCATION NOTE
THE UNDERGROUND UTILITIES SHOWN HEREIN WERE PLOTTED FROM AVAILABLE INFORMATION AND DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE, NONEXISTENCE, SIZE, LOCATION, DEPTH, OR CHARACTER OF ANY UTILITIES. EXCAVATION OR CONSTRUCTION OF IMPROVEMENTS, HEREIN SHOWN OR NOT SHOWN, AND SAID UTILITIES SHALL BE LOCATED IN THE FIELD PRIOR TO ANY GRADING, EXCAVATION OR CONSTRUCTION OF IMPROVEMENTS. THESE PROVISIONS SHALL IN NO WAY ABSOLVE ANY PARTY FROM COMPLYING WITH THE UNDERGROUND FACILITY SAFETY AND DAMAGE PREVENTION ACT, CHAPTER 319, RSMO.

PREPARED FOR:
REHNFELT DESIGN AND BUILD, INC.
11084 GRAVOIS IND. CT.
ST. LOUIS MISSOURI 63128
ph: (314)-943-3331
fx: (314)-843-8973
rob@rdhomes.com

P. Oehlman & Prost, Inc.
Land Surveying and Civil Engineering
P.O. Box 8340
9280 Dielman Industrial Drive
St. Louis, Missouri 63132
(314) 997-5777 Phone
(314) 997 0407 Fax
E-Mail: bpoehlman@poehlman-prost.com

CERTIFICATE OF AUTHORITY
CIVIL ENGINEERING # E-922-D
LAND SURVEYING # LS-199-D

ENGINEERING/SURVEYING AUTHENTICATION
THE RESPONSIBILITY FOR PROFESSIONAL ENGINEERING/SURVEYING LIABILITY ON THIS PROJECT IS HEREBY LIMITED TO THE SET OF PLANS AUTHENTICATED BY SIGNATURE AND SEAL OF THE ENGINEER AND/OR SURVEYOR WHOSE SEAL APPEARS HEREON. NO OTHER CHANGES OR REVISIONS SHALL BE AUTHORIZED IN THE PROJECT AND SPECIFICALLY EXCLUDES REVISIONS AFTER THIS DATE UNLESS RE-AUTHENTICATED.

BEFORE YOU
DIG -
DRILL -
BLAST
CALL 1-800-344-7483
(TOLL FREE)
MISSOURI ONE CALL SYSTEM, INC.

WINDSOR OAKS
PROPOSED 4 LOT SUBDIVISION
PART OF THE NORTHEAST QUARTER OF SECTION 16
SITUATED IN TOWNSHIP 45 NORTH, RANGE 5 EAST
CREVE COEUR, ST. LOUIS COUNTY, MISSOURI

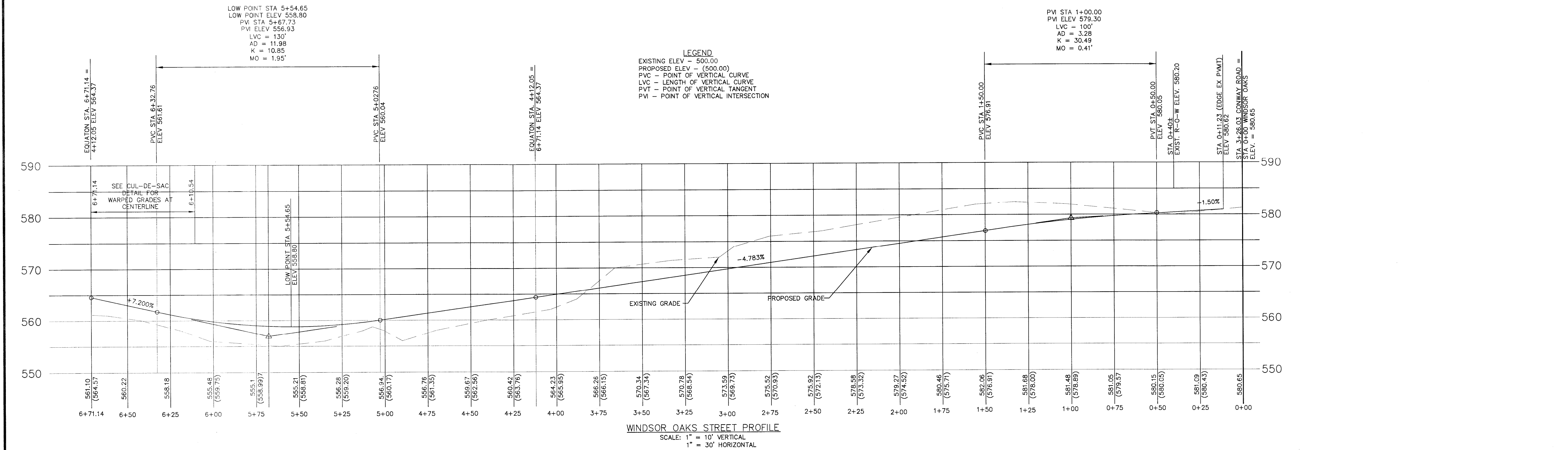
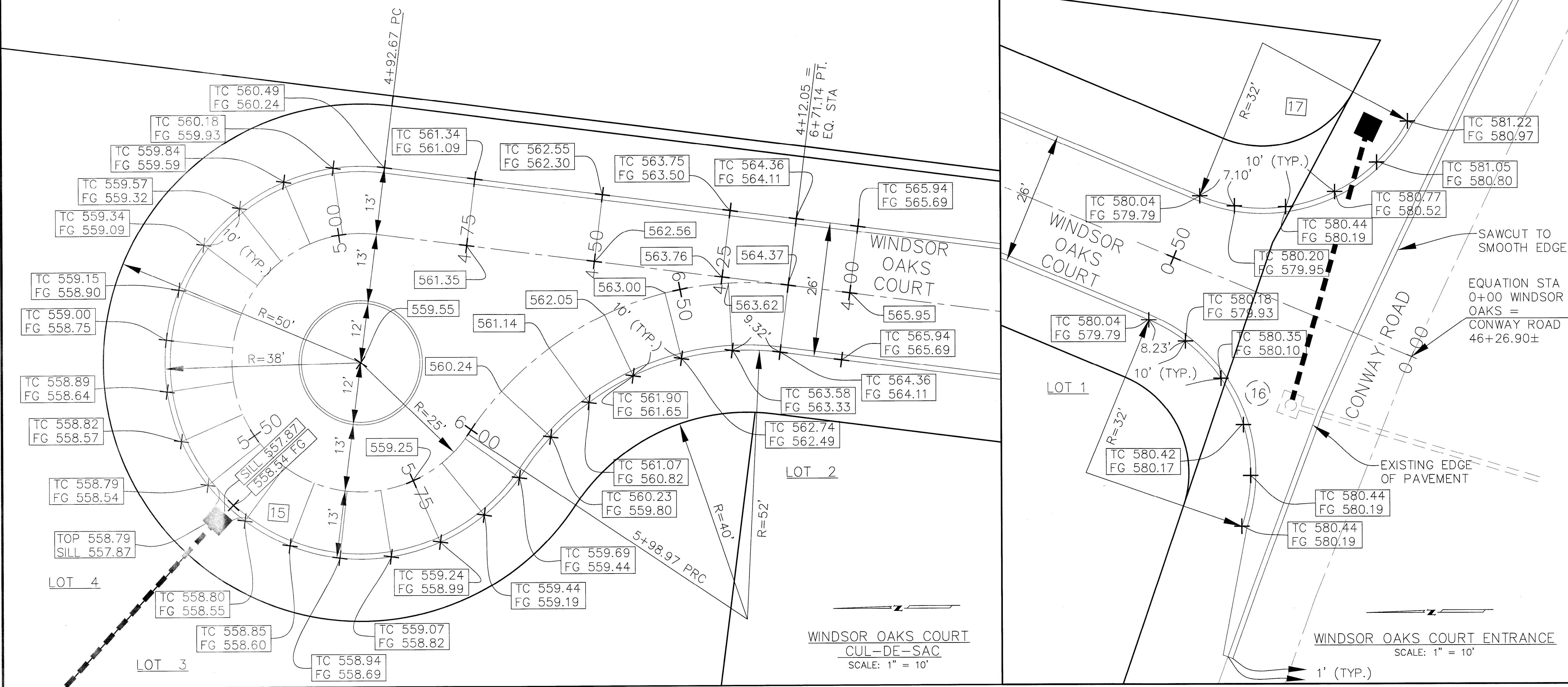
Attachment: Combined Subdivision Plans (1365 - Bill No.5551 - Windsor Oaks Subdivision Final Plan)

NO DESCRIPTION DATE
1 MSD SUBMITTAL 05-08-201

THOMAS E. PROST, PE
PE# E-28401

DATE:
PROJECT NUMBER: 215-009
BMP AND SWPPP
DETAIL SHEET

C-6 O Packet Pg. 93



UTILITY LOCATION NOTE

THE UNDERGROUND UTILITIES SHOWN HEREIN WERE PLOTTED FROM AVAILABLE INFORMATION AND DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE, NONEXISTENCE, SIZE, TYPE, NUMBER OR LOCATION OF THESE OR OTHER UTILITIES. GENERALLY, THE LOCATION OF UTILITIES IS BASED ON RECORD DRAWINGS, FIELD SURVEY, AND/OR EXCAVATION OR CONSTRUCTION OF IMPROVEMENTS. THESE PROVISIONS SHALL IN NO WAY ASSURE ANY PARTY FROM COMPLYING WITH THE UNDERGROUND FACILITY SAFETY AND DAMAGE PREVENTION ACT, CHAPTER 319, RSMO.

ENGINEERING/SURVEYING AUTHENTICATION

THE ORIGINAL OF THIS DRAWING IS ON FILE AT THE OFFICE OF POEHLMAN & PROST, INC. ANY MODIFICATIONS TO THIS DRAWING SHALL BE RELEASED BY POEHLMAN & PROST, INC. IN WRITING. THE ENGINEER'S SIGNATURE AND SEAL ARE REQUIRED FOR ANY MODIFICATION. ANY MODIFICATION NOT AUTHORIZED BY POEHLMAN & PROST, INC. SHALL BE VOID AND WITHOUT EFFECT. ANY MODIFICATION NOT AUTHORIZED BY POEHLMAN & PROST, INC. SHALL BE VOID AND WITHOUT EFFECT.

BEFORE YOU DIG - DRILL - BLAST (TOLL FREE) MISSOURI ONE CALL SYSTEM, INC.

THOMAS E. PROST, PE
PE# E-26401

DATE: 03-18-201
PROJECT NUMBER: 215.009
STREET PROFILE

C-7 OF 10
Packet Pg. 94

WINDSOR OAKS
PROPOSED 4 LOT SUBDIVISION
PART OF THE NORTHEAST QUARTER OF SECTION 16
SITUATED IN TOWNSHIP 45 NORTH, RANGE 5 EAST
CREVE COEUR, ST. LOUIS COUNTY, MISSOURI

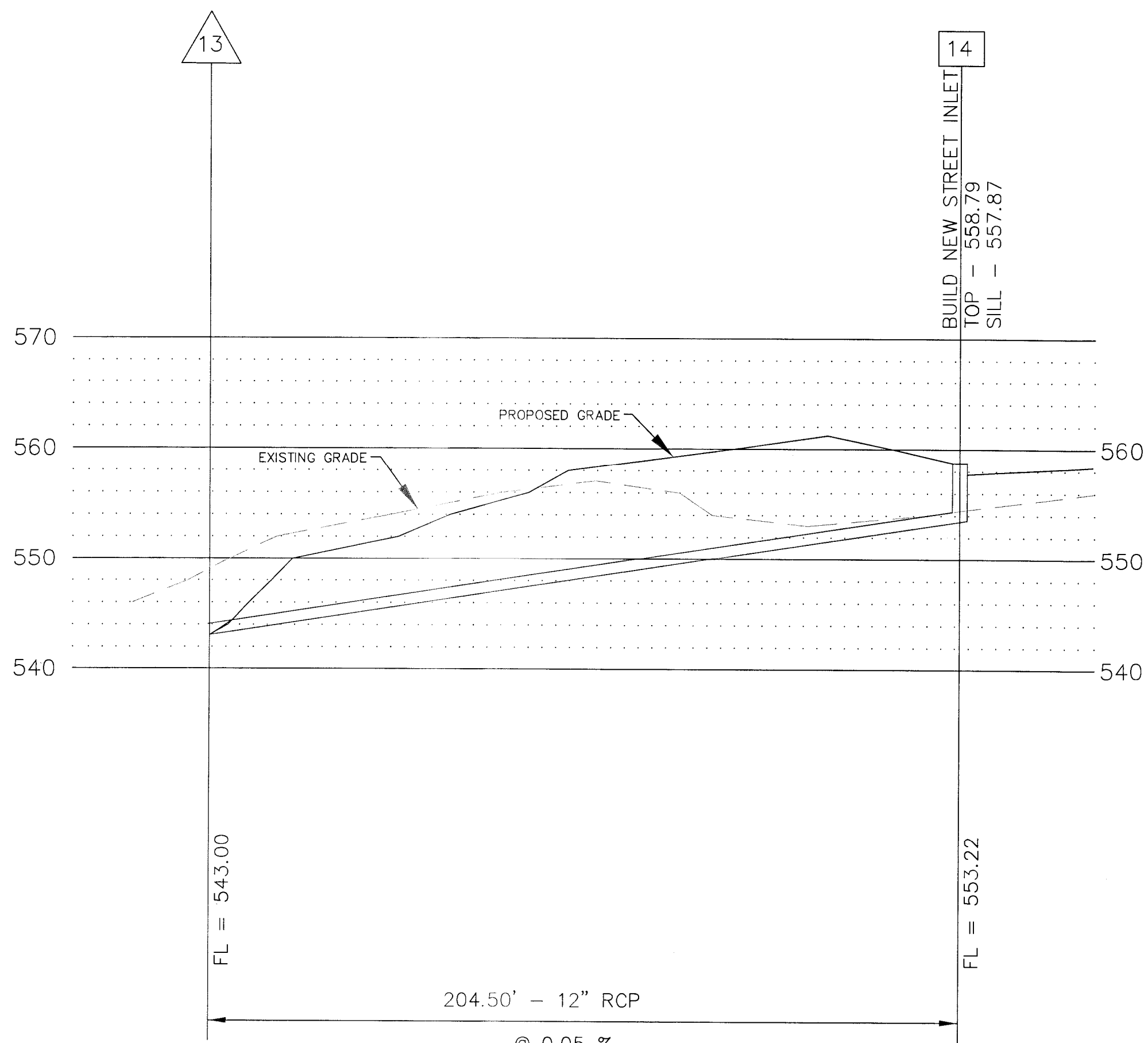
PREPARED FOR:
REHNSQUIST DESIGN AND BUILD, INC.
11084 GRAVOIS IND. CT.
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ph: (314)-843-3331
fx: (314)-843-8973
rob@rdbhomes.com

CERTIFICATE OF AUTHORITY
CIVIL ENGINEERING # E-922-C
LAND SURVEYING # LS-199-D

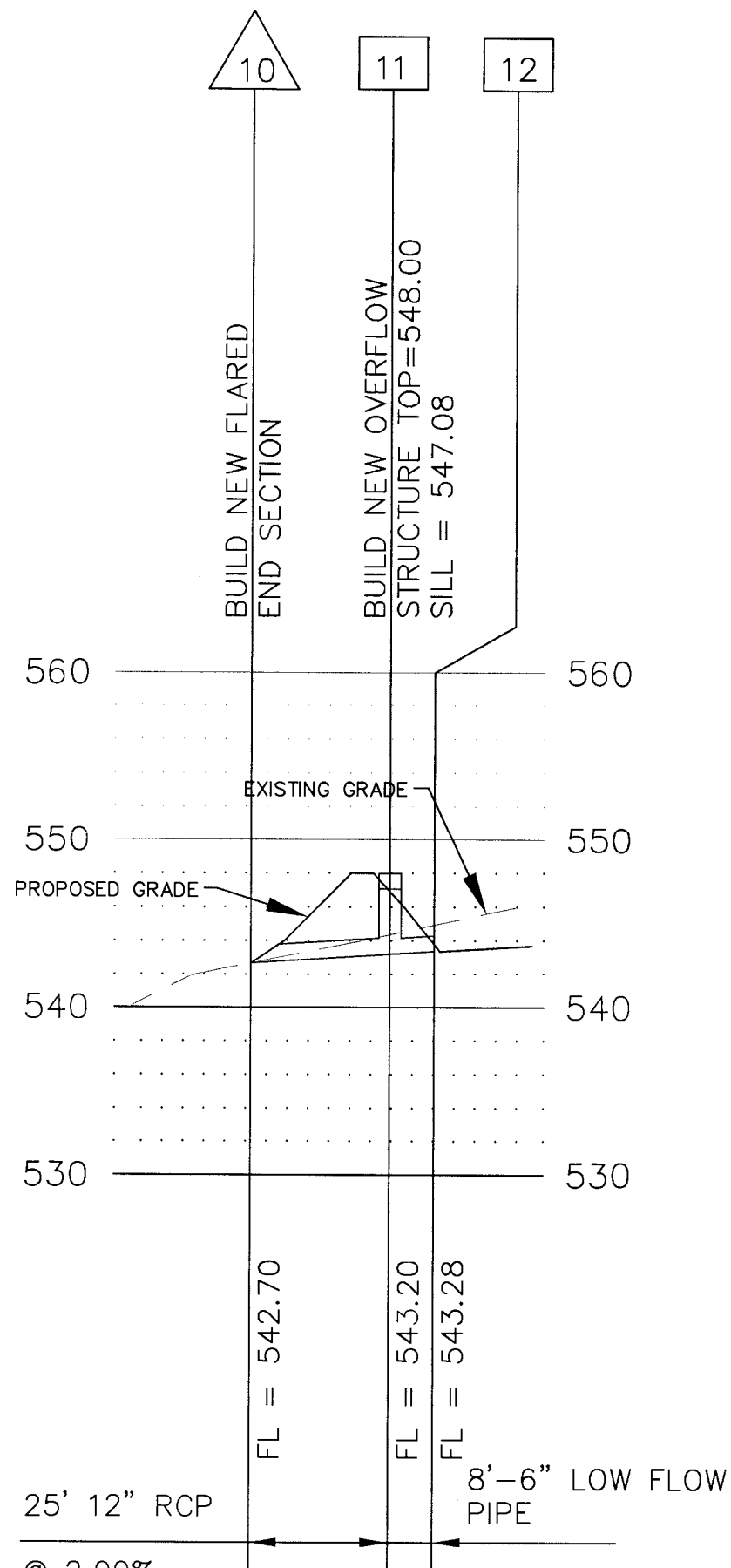
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Attachment: Combined Subdivision Plans (1365 : Bill No.5551 - Windsor Oaks Subdivision Final Plat)

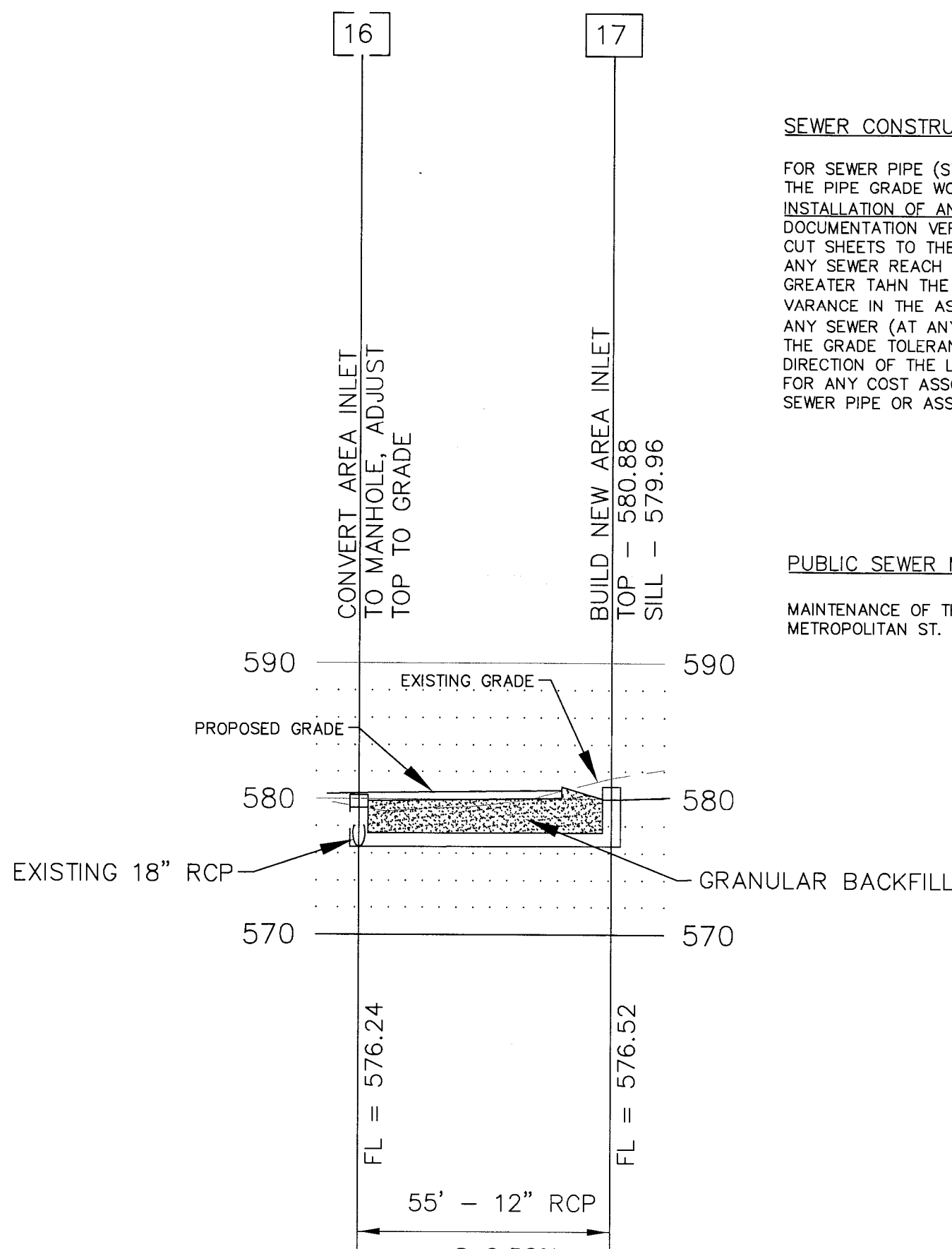
\\sdc\ent\2015\215-000\Engineering\Site Improvement Plans\Revision 3 05-11-15\215-009 C-8 Sewer Profiles.dwg, 5/13/2015 12:42:55 PM



STORM SEWER PROFILE
SCALE: 1" = 30' HORIZONTAL
1" = 10' VERTICAL



STORM SEWER PROFILE
SCALE: 1" = 30' HORIZONTAL
1" = 10' VERTICAL



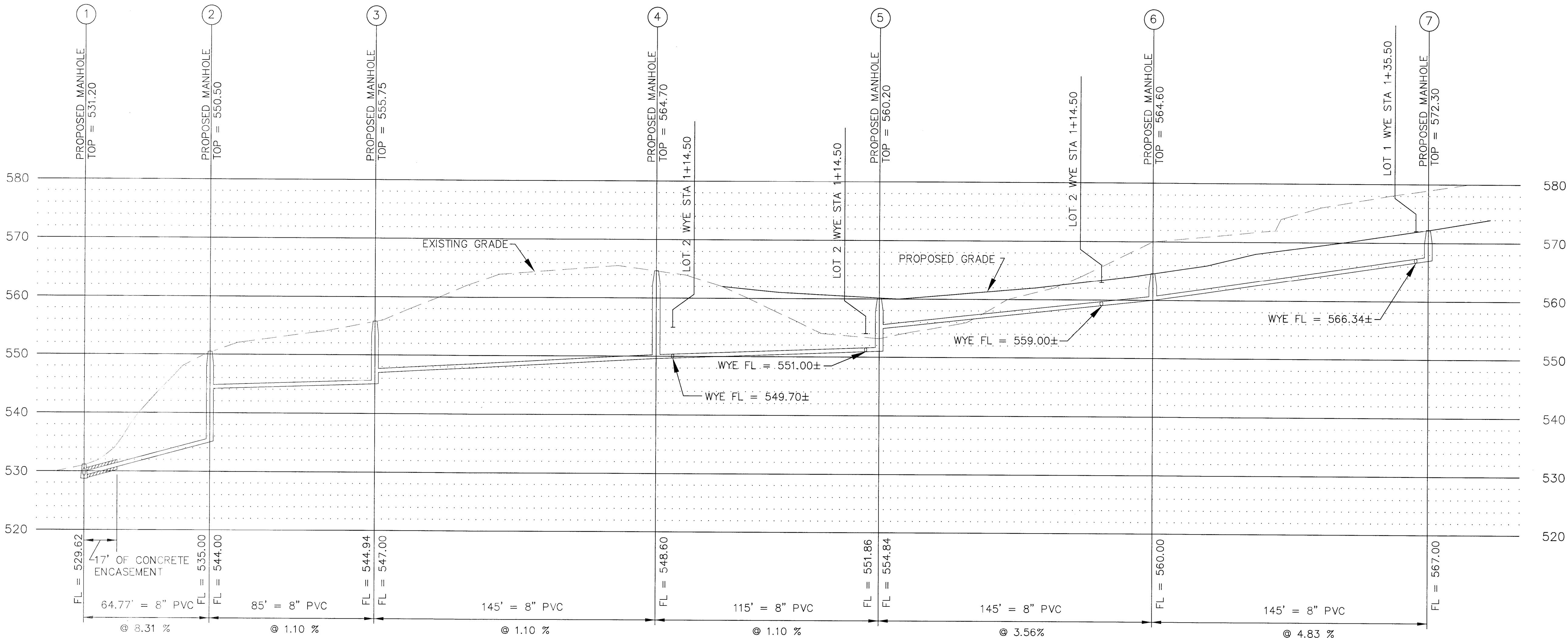
STORM SEWER PROFILE
SCALE: 1" = 30' HORIZONTAL
1" = 10' VERTICAL

SEWER CONSTRUCTION AT ONE PERCENT (1%) OF LESS:

FOR SEWER PIPE (STORM, SANITARY, AND COMBINED) WITH A DESIGN GRADE LESS THAN ONE PERCENT (1%), VERIFICATION OF THE PIPE GRADE WILL BE REQUIRED FOR EACH INSTALLED REACH OF SEWER, PRIOR TO ANY SURFACE RESTORATION OR INSTALLATION OF ANY SURFACE IMPROVEMENTS. THE CONTRACTOR'S FIELD SUPERVISOR WILL BE REQUIRED TO PROVIDE DAILY DOCUMENTATION VERIFYING THAT THE AS-BUILT PIPE GRADE MEETS THE DESIGN GRADE THROUGH THE SUBMITTAL OF SIGNED CUT SHEETS TO THE DISTRICT INSPECTOR UPON REQUEST. THE CONTRACTOR WILL BE REQUIRED TO REMOVE AND REPLACE ANY SEWER REACH HAVING AN AS-BUILT GRADE FLATTE THAN DESIGN GRADE BY MORE THAN 0.1% SEWEERS WITH GRADES GREATER TAWN THE DESIGN GRADE MAY BE LEFT IN PLACE PROVIDED; NO OTHER SEWER GRADE IS REDUCED BY THE VARIANCE IN THE AS-BUILT GRADE'S ALSO RESERVES THE RIGHT TO RWQUIRE THE CONTRACTOR TO REMOVE AND REPLACE ANY SEWER (AT ANY TIME PRIOR TO CONSTRUCTION APPROVAL) FOR WHICH THE AS-BUILT GRADE DOES NOT COMPLY WITH THE GRADE TOLERANCE SATED IN THE ABOVE PARAGRAPHS. FIELD SURVEYED VERIFICATION MUST BE MADE UNDER THE DIRECTION OF THE LICENSED LAND SURVEYOR OR REGISTERED ENGINEER. THE SEWER CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COST ASSOCIATED WITH THE FIELD VERIFICATION OF THE SEWER GRADE, OR REMOVAL AND REPLACEMENT OF THE SEWER PIPE OR ASSOCIATED APPURTENANCES.

PUBLIC SEWER MAINTENANCE:

MAINTENANCE OF THE SEWER DESIGNATED "PUBLIC" SHALL BE THE RESPONSIBILITY OF THE METROPOLITAN ST. LOUIS SEWER DISTRICT UPON DEDICATION OF THE SEWERS TO THE DISTRICT.



SANITARY SEWER PROFILE
SCALE: 1" = 30' HORIZONTAL
1" = 10' VERTICAL

UTILITY LOCATION NOTE
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ENGINEERING/SURVEYING RELEASE
THE ORIGINAL OF THIS DRAWING IS THE PROPERTY OF POEHLMAN & PROST, INC. ANY REPRODUCTIONS OF THIS DRAWING SHALL BE RELEASED TO THE DISTRICT INSPECTOR UPON REQUEST. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UTILITIES, SHOWN OR NOT SHOWN, AND SAID UTILITIES SHALL BE LOCATED IN THE FIELD PRIOR TO ANY GRADING, EXCAVATION, OR CONSTRUCTION. THESE PROVISIONS SHALL IN NO WAY ABSOLVE ANY PARTY FROM COMPLYING WITH THE UNDERGROUND FACILITY SAFETY AND DAMAGE PREVENTION ACT, CHAPTER 316, RSMO.

BEFORE YOU DIG - DRILL - BLAST (TOLL FREE)
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CERTIFICATE OF AUTHORITY
CIVIL ENGINEERING # E-922-D
LAND SURVEYING # LS-199-D

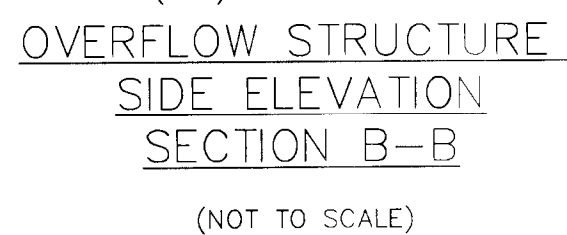
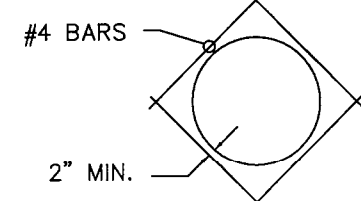
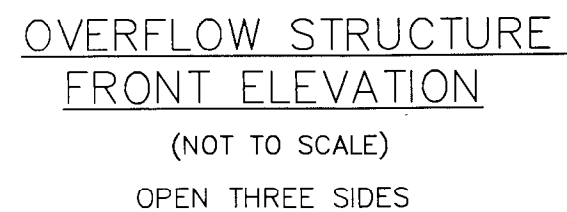
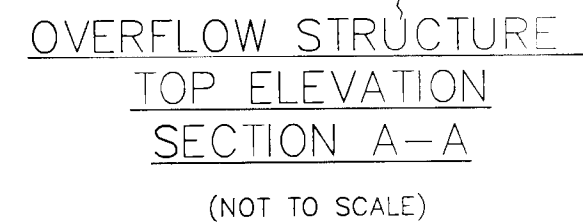
POEHLMAN & PROST, INC.
Land Surveying and Civil Engineering
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9280 Dieleman Industrial Drive
St. Louis, Missouri 63192
(314) 997-5777 Phone
(314) 997-0407 Fax
E-Mail: bpoehlman@poehlman-prost.com

WINDSOR OAKS PROPOSED 4 LOT SUBDIVISION

PART OF THE NORTHEAST QUARTER OF SECTION 16
SITUATED IN TOWNSHIP 45 NORTH, RANGE 5 EAST
CREVE COEUR, ST. LOUIS COUNTY, MISSOURI

NO.	DESCRIPTION	DATE
1	MSD SUBMITTAL	05-08-2015

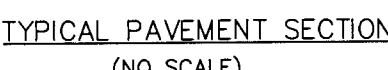
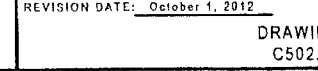
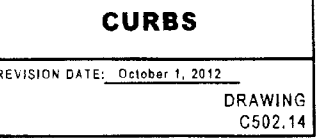
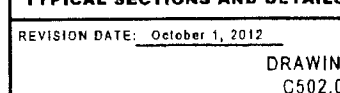
THOMAS E. PROST, PE
PE# E-26401
DATE: 03-18-2015
PROJECT NUMBER: 215.009
SANITARY AND STORM PROFILES



(NOT TO SCALE)

* OPEN THREE SIDES

1. CONCRETE FOR THE STRUCTURE SHALL BE "AIR ENTRAINED", 6% (+/-1%), AND CONTAIN AT LEAST 6 SACK CLASS "A" PORTLAND CEMENT PER CUBIC YARD. THE CONCRETE SHALL BE PLACED AT A SLUMP OF 4 INCHES +/-1/2 INCH. THE CONCRETE SHALL BE PROPORTIONED AND TRANSPORTED IN ACCORDANCE WITH ASTM C-94.
2. REINFORCING STEEL SHALL CONFORM TO ASTM C-615-60, WITH DEFORMATIONS CONFORMING TO ASTM A-305, AND SHALL HAVE A MINIMUM COR OF 2 INCHES EXCEPT FOR 3 INCHES WHERE CONCRETE IS POURED AGAINST EARTH.
3. LAPS AND/OR SPLICES IN REINFORCING STEEL SHALL BE A MINIMUM OF 30 BAR DIAMETERS.
4. KEYS JOINTS SHOWN ARE TO BE 2-INCH TO 2-INCH KEYS CONSTRUCTION JOINTS.
5. Ps = 24,000 PSI
6. Pc = 3,750 PSI
7. ALL EXPOSED EDGES TO HAVE A 3/4-INCH CHAMFER.
8. CONTRACTOR TO PROVIDE FOR BYPASS OF STORMWATER DURING CONSTRUCTION OF STRUCTURE.
9. SOIL DENSITY TESTS SHALL BE OBTAINED BY THE GEOTECHNICAL ENGINEER AT SELECTED INTERVALS TO INSURE COMPLIANCE WITH SOIL SPECIFICATIONS.
10. ALL SOIL SPECIFICATIONS SHALL BE AS DIRECTED BY GEOTECHNICAL ENGINEER.



C-9 OF 10

Attachment: Combined Subdivision Plans (1365 : Bill No.5551 - Windsor Oaks Subdivision Final Plat)



City Council
300 North New Ballas Rd
Creve-Coeur, MO 63141

Meeting: 06/08/15 07:00 PM
Department: Public Works Department
Category: Contract
Prepared By: Matt Wohlberg
Department Head: Jim Heines

SCHEDULED

RESOLUTION

Resolution No. 1168 - a Resolution of the City Council of the City of Creve Coeur, Missouri Authorizing the Execution of a Contract with Cole and Associates for Professional Engineering Services Related to the Warson Road Resurfacing Project for the Amount of \$79,074.92.

City staff has reviewed the qualifications of several engineering firms and recommends that the City hire Cole and Associates to complete the roadway and sidewalk design for the Warson Road Resurfacing Project. Up to 80% of the design and construction costs for this project will be subsidized through a federal grant. Construction of this project is anticipated in 2017.

RESOLUTION NO. 1168

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CREVE COEUR, MISSOURI AUTHORIZING THE EXECUTION OF A CONTRACT WITH COLE AND ASSOCIATES FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE WARSON ROAD RESURFACING PROJECT FOR THE AMOUNT OF \$79,074.92.

WHEREAS, the City Council of the City of Creve Coeur authorized the pursuit of federal grant funding for the resurfacing of Warson Road through Resolution 1104 and later authorized the execution of a federal grant agreement for the project through Ordinance 5393;

WHEREAS, the City has been awarded federal grant funding through the Surface Transportation Program (STP) to assist with the cost of designing and constructing the improvements to Warson Road;

WHEREAS, firms offering professional design services have been competitively vetted per the requirements outlined by the Missouri Department of Transportation, the organization that administers the STP grant for Warson Road;

WHEREAS, Cole and Associates was determined by City staff to be the best qualified firm to complete the design services;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CREVE COEUR, AS FOLLOWS:

Section 1. The Contract between **Cole and Associates** and the City regarding the “STP-5526(640) Warson Road Resurfacing Project,” attached hereto as “Exhibit 1,” with a not-to-exceed **contract sum of \$ 79,074.92**, is hereby approved, and the City Administrator is hereby authorized and directed to enter into and execute that Contract. The Contract as executed shall be in substantially the form of “Exhibit 1,” with such changes therein as shall be approved by the officers of the City executing same, consistent with the provisions and intent of this Resolution. The City Administrator and his designated representatives are hereby authorized and directed to take any and all actions necessary, desirable, convenient, or proper in order to carry out the intent of this Resolution, the matters herein authorized, and the rights and duties of the City under the Contract.

Section 2. The execution of the Contract described above and attached hereto as “Exhibit 1” shall be contingent upon the approval of the Missouri Department of Transportation (MoDOT), as MoDOT approval of the Contract is required for the obligation of funding for the STP grant for the Warson Road Resurfacing Project. Should MoDOT refuse or otherwise fail to approve the Contract in substantially the form of “Exhibit 1,” authorization to execute this Contract may, at the discretion of the City Administrator, be rescinded, and the Contract shall become void.

Adopted this 8th day of June, 2015.

Barry Glantz

Resolution

Meeting of June 8, 2015

Mayor

Attest:

Deborah Ryan, City Clerk

EXHIBIT 1**SPONSOR: City of Creve Coeur Missouri****LOCATION: Warson Road (South of Countryshire Place to Olive Blvd)****PROJECT: STP-5526(640) Warson Road Resurfacing Project**

THIS CONTRACT is between *City of Creve Coeur Missouri*, hereinafter referred to as the "Local Agency", and *Cole and Associates* hereinafter referred to as the "Engineer".

INASMUCH as funds have been made available by the Federal Highway Administration through its *Surface Transportation Program*, coordinated through the Missouri Department of Transportation, the Local Agency intends to improve sidewalk and pavement along Warson Road from South of Countryshire Place to Olive Blvd. and requires professional engineering services. The Engineer will provide the Local Agency with professional services hereinafter detailed for the planning, design and construction inspection of the desired improvements and the Local Agency will pay the Engineer as provided in this contract. It is mutually agreed as follows:

ARTICLE I – SCOPE OF SERVICES

See Attached Exhibit A

ARTICLE II-ADDITIONAL SERVICES

The Local Agency reserves the right to request additional work, and changed or unforeseen conditions may require changes and work beyond the scope of this contract. In this event, a supplement to this agreement shall be executed and submitted for the approval of MoDOT prior to performing the additional or changed work or incurring any additional cost thereof. Any change in compensation will be covered in the supplement.

If the project requires extensive drainage improvements then Cole & Associates will have to obtain approval from the Metropolitan St. Louis Sewer District which will require submittal to the Metropolitan St. Louis Sewer District which historically has increased engineering scope including addressing extensive project changes. A fee for this work (if required) is shown in the attached Exhibit A.

ARTICLE III - RESPONSIBILITIES OF LOCAL AGENCY

The Local Agency will cooperate fully with the Engineer in the development of the project, including the following:

- A. Make available all information pertaining to the project which may be in the possession of the Local Agency;
- B. Provide the Engineer with the Local Agency's requirements for the project;
- C. Make provisions for the Engineer to enter upon property at the project site for the performance of his duties;

- D. Examine all studies and layouts developed by the Engineer, obtain reviews by MoDOT, and render decisions thereon in a prompt manner so as not to delay the Engineer;
- E. designate a Local Agency's employee to act as Local Agency's Person in Responsible Charge under this contract, such person shall have authority to transmit instructions, interpret the Local Agency's policies and render decisions with respect to matters covered by this agreement (see EPG 136.3);
- F. perform appraisals and appraisal review, negotiate with property owners and otherwise provide all services in connection with acquiring all right-of-way needed to construct this project.

ARTICLE IV - PERIOD OF SERVICE

The Engineer will commence work within two weeks after receiving notice to proceed from the Local Agency. The general phases of work will be completed in accordance with the following schedule:

- A. PS&E Approval by MODOT shall be completed on March 1, 2016
- B. Construction Phase shall be completed 60 days after construction final completion schedule.

The Local Agency will grant time extensions for delays due to unforeseeable causes beyond the control of and without fault or negligence of the Engineer. Requests for extensions of time shall be made in writing by the Engineer, before that phase of work is scheduled to be completed, stating fully the events giving rise to the request and justification for the time extension requested.

ARTICLE V – STANDARDS

The Engineer shall be responsible for working with the Local Agency in determining the appropriate design parameters and construction specifications for the project using good engineering judgment based on the specific site conditions, Local Agency needs, and guidance provided in the most current version of EPG 136 LPA Policy. If the project is on the state highway system or is a bridge project, then the latest version of MoDOT's Engineering Policy Guide (EPG) and Missouri Standard Specifications for Highway Construction shall be used (see EPG 136.7). The project plans must also be in compliance with the latest ADA (Americans with Disabilities Act) Regulations.

ARTICLE VI - COMPENSATION

For services provided under this contract, the Local Agency will compensate the Engineer as follows:

- A. For design services, including work through the construction contract award stage, the Local Agency will pay the Engineer a fee of \$78,292.00 (lump sum) and reimbursables up to \$782.93 for a total amount of \$79,074.92, which amount shall not be exceeded.

- B. The compensation outlined above has been derived from estimates of cost which are detailed in Exhibit A. Any major changes in work, extra work, exceeding of the contract ceiling, or change in the predetermined fixed fee will require a supplement to this contract, as covered in Article II - ADDITIONAL SERVICES.
- C. **METHOD OF PAYMENT** - Partial payments for work satisfactorily completed will be made to the Engineer upon receipt of itemized invoices by the Local Agency. Invoices will be submitted no more frequently than once every two weeks and must be submitted monthly for invoices greater than \$10,000. A pro-rated portion of the fixed fee will be paid with each invoice. Upon receipt of the invoice and progress report, the Local Agency will, as soon as practical, but not later than 45 days from receipt, pay the Engineer for the services rendered, including the proportion of the fixed fee earned as reflected by the estimate of the portion of the services completed as shown by the progress report, less partial payments previously made. A late payment charge of one and one half percent (1.5%) per month shall be assessed for those invoiced amount not paid, through no fault of the Engineer, within 45 days after the Local Agency's receipt of the Engineer's invoice. The Local Agency will not be liable for the late payment charge on any invoice which requests payment for costs which exceed the proportion of the maximum amount payable earned as reflected by the estimate of the portion of the services completed, as shown by the progress report. The payment, other than the fixed fee, will be subject to final audit of actual expenses during the period of the Agreement.
- D. **PROPERTY ACCOUNTABILITY** - If it becomes necessary to acquire any specialized equipment for the performance of this contract, appropriate credit will be given for any residual value of said equipment after completion of usage of the equipment.

ARTICLE VII - COVENANT AGAINST CONTINGENT FEES

The Engineer warrants that he has not employed or retained any company or person, other than a bona fide employee working for the Engineer, to solicit or secure this agreement, and that he has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty, the Local Agency shall have the right to annul this agreement without liability, or in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee, plus reasonable attorney's fees.

ARTICLE VIII - PROFESSIONAL ENDORSEMENT

All plans, specifications and other documents shall be endorsed by the Engineer and shall reflect the name and seal of the Professional Engineer endorsing the work. By signing and sealing the PS&E submittals the Engineer of Record will be representing to MoDOT that the design is meeting the intent of the federal aid programs.

ARTICLE IX - RETENTION OF RECORDS

The Engineer shall maintain all records, survey notes, design documents, cost and accounting records, construction records and other records pertaining to this contract and to the project covered by this contract, for a period of not less than three years following final payment by FHWA. Said records shall be made available for inspection by authorized representatives of the Local Agency, MoDOT or the federal government during regular working hours at the Engineer's place of business.

ARTICLE X - OWNERSHIP OF DOCUMENTS

Plans, tracings, maps and specifications prepared under this contract shall be delivered to and become the property of the Local Agency upon termination or completion of work. Basic survey notes, design computations and other data prepared under this contract shall be made available to the Local Agency upon request. All such information produced under this contract shall be available for use by the Local Agency without restriction or limitation on its use. If the Local Agency incorporates any portion of the work into a project other than that for which it was performed, the Local Agency shall save the Engineer harmless from any claims and liabilities resulting from such use.

ARTICLE XI – SUSPENSION OR TERMINATION OF AGREEMENT

- A. The Local Agency may, without being in breach hereof, suspend or terminate the Engineer's services under this Agreement, or any part of them, for cause or for the convenience of the Local Agency, upon giving to the Engineer at least fifteen (15) days' prior written notice of the effective date thereof. The Engineer shall not accelerate performance of services during the fifteen (15) day period without the express written request of the Local Agency.
- B. Should the Agreement be suspended or terminated for the convenience of the Local Agency, the Local Agency will pay to the Engineer its costs as set forth in Attachment A including actual hours expended prior to such suspension or termination and direct costs as defined in this Agreement for services performed by the Engineer, a proportional amount of the fixed fee based upon an estimated percentage of Agreement completion, plus reasonable costs incurred by the Engineer in suspending or terminating the services. The payment will make no other allowances for damages or anticipated fees or profits. In the event of a suspension of the services, the Engineer's compensation and schedule for performance of services hereunder shall be equitably adjusted upon resumption of performance of the services.
- C. The Engineer shall remain liable to the Local Agency for any claims or damages occasioned by any failure, default, or negligent errors and/or omission in carrying out the provisions of this Agreement during its life, including those giving rise to a termination for non-performance or breach by Engineer. This liability shall survive and shall not be waived, or estopped by final payment under this Agreement.
- D. The Engineer shall not be liable for any errors or omissions contained in deliverables which are incomplete as a result of a suspension or termination where the Engineer is deprived of the opportunity to complete the Engineer's services.
- E. Upon the occurrence of any of the following events, the Engineer may suspend performance

hereunder by giving the Local Agency 30 days advance written notice and may continue such suspension until the condition is satisfactorily remedied by the Local Agency. In the event the condition is not remedied within 120 days of the Engineer's original notice, the Engineer may terminate this agreement.

1. Receipt of written notice from the Local Agency that funds are no longer available to continue performance.
2. The Local Agency's persistent failure to make payment to the Engineer in a timely manner.
3. Any material contract breach by the Local Agency.

ARTICLE XII - DECISIONS UNDER THIS CONTRACT

The Local Agency will determine the acceptability of work performed under this contract, and will decide all questions which may arise concerning the project. The Local Agency's decision shall be final and conclusive.

ARTICLE XIII - SUCCESSORS AND ASSIGNS

The Local Agency and the Engineer agree that this contract and all contracts entered into under the provisions of this contract shall be binding upon the parties hereto and their successors and assigns.

ARTICLE XIV - COMPLIANCE WITH LAWS

The Engineer shall comply with all federal, state, and local laws, ordinances, and regulations applicable to the work, including Title VII of the Civil Rights Act of 1964 and non-discrimination clauses incorporated herein, and shall procure all licenses and permits necessary for the fulfillment of obligations under this contract.

ARTICLE XV - RESPONSIBILITY FOR CLAIMS AND LIABILITY

The Engineer agrees to save harmless the Local Agency, MoDOT and FHWA from all claims and liability due to his negligent acts or the negligent acts of his employees, agents or subcontractors.

ARTICLE XVI - NONDISCRIMINATION

The Engineer, with regard to the work performed by it after award and prior to completion of the contract work, will not discriminate on the ground of race, color or national origin in the selection and retention of subcontractors. The Engineer will comply with Title VII of the Civil Rights Act of 1964, as amended. More specifically, the Engineer will comply with the regulations of the Department of Transportation relative to nondiscrimination in federally assisted programs of the Department of Transportation, as contained in 49 CFR 21 through Appendix H and 23 CFR 710.405 which are herein incorporated by reference and made a part of this contract. In all solicitations either by competitive bidding or negotiation made by the Engineer for work to be performed under a

subcontract, including procurements of materials or equipment, each potential subcontractor or supplier shall be notified by the Engineer's obligations under this contract and the regulations relative to non-discrimination on the ground of color, race or national origin.

ARTICLE XVII – LOBBY CERTIFICATION

CERTIFICATION ON LOBBYING: Since federal funds are being used for this agreement, the Engineer's signature on this agreement constitutes the execution of all certifications on lobbying which are required by 49 C.F.R. Part 20 including Appendix A and B to Part 20. Engineer agrees to abide by all certification or disclosure requirements in 49 C.F.R. Part 20 which are incorporated herein by reference.

ARTICLE XVIII – INSURANCE

- A. The Engineer shall maintain commercial general liability, automobile liability, and worker's compensation and employer's liability insurance in full force and effect to protect the Engineer from claims under Worker's Compensation Acts, claims for damages for personal injury or death, and for damages to property arising from the negligent acts, errors, or omissions of the Engineer and its employees, agents, and Subconsultants in the performance of the services covered by this Agreement, including, without limitation, risks insured against in commercial general liability policies. Engineer shall cause Local Agency to be named as additional insured on such policies.
- B. The Engineer shall also maintain professional liability insurance to protect the Engineer against the negligent acts, errors, or omissions of the Engineer and those for whom it is legally responsible, arising out of the performance of professional services under this Agreement.
- C. The Engineer's insurance coverage shall be for not less than the following limits of liability:
 - 1. Commercial General Liability: \$500,000 per person up to \$3,000,000 per occurrence;
 - 2. Automobile Liability: \$500,000 per person up to \$3,000,000 per occurrence;
 - 3. Worker's Compensation in accordance with the statutory limits; and Employer's Liability: \$1,000,000; and
 - 4. Professional ("Errors and Omissions") Liability: \$1,000,000, each claim and in the annual aggregate.
- D. The Engineer shall, upon request at any time, provide the Local Agency with certificates of insurance evidencing the Engineer's commercial general or professional liability ("Errors and Omissions") policies and evidencing that they and all other required insurance are in effect as to the services under this Agreement, including endorsements confirming additional insured status as required herein.

- E. Any insurance policy required as specified in (ARTICLE XX) shall be written by a company which is incorporated in the United States of America or is based in the United States of America. Each insurance policy must be issued by a company authorized to issue such insurance in the State of Missouri.

ARTICLE XIX - ATTACHMENTS

The following exhibits are attached hereto and are hereby made part of this contract:

Exhibit A – Scope of Service and Estimate of Cost

Attachment B - Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions.

Attachment C - Certification Regarding Debarment, Suspension, and Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions.

Attachment D – Fig. 136.4.15 Conflict of Interest Disclosure Form

Executed by the Engineer this ____ day of _____, 2015.

Executed by the City this ____ day of _____, 2015.

FOR: CITY OF CREVE COEUR, MISSOURI

BY: _____
Mayor

ATTEST: _____
City Clerk

FOR: COLE AND ASSOCIATES, INC.

BY: _____
Vice President of Engineering

ATTEST: _____

I hereby certify under Section 50.660 RSMo there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the Treasury, to the credit of the fund from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.

CITY CLERK

EXHIBIT A
SCOPE OF SERVICES/ESTIMATE OF FEE

ATTACHMENT B

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS - PRIMARY COVERED TRANSACTIONS

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," "proposal" and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-- Lower Tier Covered Transaction" provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded

from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to check the Nonprocurement List at the Excluded Parties List System.

<https://www.epls.gov/eplsearch.do?page=A&status=current&agency=69#A>.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters -Primary Covered Transactions

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Fig. 136.4.1 Contract

Revised 6/25/13

ATTACHMENT C

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND
VOLUNTARY EXCLUSION--LOWER TIER COVERED TRANSACTIONS**

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List at the Excluded Parties List System.
<https://www.epls.gov/eplsearch.do?page=A&status=current&agency=69#A>.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which normally possessed by a prudent person in the ordinary course of business dealings.

Fig. 136.4.1 Contract

Revised 6/25/13

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Attachment D – Fig. 136.4.15
Conflict of Interest Disclosure Form for LPA/Consultants
 Local Federal-aid Transportation Projects

Firm Name (Consultant): Cole and Associates

Project Owner (LPA): City of Creve Coeur, Missouri

Project Name: Warson Road Improvements (South of Countryshire Place to Olive Blvd)

Project Number: STP-5526(640)

As the LPA and/or consultant for the above local federal-aid transportation project, I have:

1. Reviewed the conflict of interest information found in Missouri's Local Public Agency Manual (EPG 136.4)
2. Reviewed the Conflict of Interest laws, including 23 CFR § 1.33, 49 CFR 18.36.

And, to the best of my knowledge, determined that, for myself, any owner, partner or employee, with my firm or any of my sub-consulting firms providing services for this project, including family members and personal interests of the above persons, there are:

☒ No real or potential conflicts of interest
 If no conflicts have been identified, complete and sign this form and submit to LPA

☐ Real conflicts of interest or the potential for conflicts of interest
 If a real or potential conflict has been identified, describe on an attached sheet the nature of the conflict, and provide a detailed description of Consultant's proposed mitigation measures (if possible). Complete and sign this form and send it, along with all attachments, to the appropriate MoDOT District Representative, along with the executed engineering services contract.

CITY OF CREVE COEUR, MISSOURI

COLE AND ASSOCIATES

Printed Name: _____

Printed Name: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

WARSON ROAD IMPROVEMENT PROJECT
CITY OF CREVE COEUR, MO
REVISED, MAY 8, 2015

[illegible]

EXHIBIT A
WARSON ROAD IMPROVEMENT PROJECT
CITY OF CREVE COEUR, MO
REVISED, MAY 8, 2015

Task	Cole											
	Associate / Project Manager	PM / Project Engineer (PE)	Designer	Lead Landscape Architect	Landscape Architect	Survey Manager	Surveyor IV (PLS)	Survey Technician	Survey Crew	Easements	Easements	
	John Harshbarger	Tim Baker	Taylor Stuart	Jeremy Roach	Joe Horvath	Scott Sherbut	Steve Borgmann	Tom Eggers		Exhibits	Land Descriptions	
Hourly Rates	\$160.00	\$140.00	\$115.00	\$210.00	\$125.00	\$135.00	\$105.00	\$98.00	\$155.00	\$450.00	\$200.00	TOTAL
	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Each	Each	HOURS
Total Hours	58	167.5	282	2	18	5	32	48	112	4	4	732.5
Total Fees	\$9,280.00	\$23,450.00	\$32,430.00	\$420.00	\$2,250.00	\$675.00	\$3,360.00	\$4,704.00	\$17,360.00	\$1,800.00	\$800.00	\$78,292.00

Total Labor Cost\$78,292.00

Reproduction and Mileage Cost Estimate (1% of project cost)\$782.93

Estimated Total Project Cost\$79,074.93

IF REQUIRED ONLY

Storm Sewer Design (if required)												
Prepare project specifications	0.5	2										2.5
Perform additional survey of sewers for design	0.5	1				1		4	8			14.5
Prepare plan and profile of sewer relocation	2	8	24									34
Prepare hydraulic calculations per MSD requirements	1	8	4									13
QA/QC Review	4											4
Prepare construction estimate	0.5	2	4									6.5
Prepare applicable forms and/or applications		0.5										0.5
MSD Permit processing	2	12	24									38
Subtotal Storm Sewer Design (hours)	10.5	33.5	56	0	0	1	0	4	8	0	0	113
Subtotal Storm Sewer Design (fees)	\$1,680.00	\$4,690.00	\$6,440.00	\$0.00	\$0.00	\$135.00	\$0.00	\$392.00	\$1,240.00	\$0.00	\$0.00	\$14,577.00



DEPARTMENT OF PUBLIC WORKS STAFF MEMORANDUM

DATE: June 4, 2015

TO: Mark Perkins, City Administrator

CC: Jim Heines, Director of Public Works

FROM: Matt Wohlberg, P.E., City Engineer

SUBJECT: Consultant Recommendation
Warson Road Resurfacing Project Design

City staff recommends that the City retain the engineering services of Cole and Associates for the development of plans and specifications necessary to construct the Warson Road Resurfacing Project. This project and its design are covered by a federal grant which will reimburse up to 80% of the cost of each phase.

Project Summary

Warson Road represents much of the City's easterly border, generally from Baur Road south to Countryshire Place. The City of Creve Coeur maintains the south half of Warson Road in the City, from Olive Boulevard south to Countryshire Place. St. Louis County maintains Warson Road north of Olive Boulevard.

The City's portion of Warson Road is in fair condition. The asphalt pavement is ageing, which has resulted in surface cracking. There are also areas of concern for the condition of the pavement base, as the pavement has sunk or has broken in these areas. Staff has proposed to repair the failing locations of Warson Road prior to pavement resurfacing for the entire section that is maintained by the City.

A public sidewalk runs along the westerly side of Warson Road, and the City will be obligated to make the adjustments and repairs necessary to create a technically accessible path along this sidewalk that meets the applicable federal accessibility standards. Curb ramps will be installed at the intersections and the intersections themselves will need to be adjusted to provide a suitable crosswalk area. The project will also involve sidewalk replacement and mudjacking to ensure that the sidewalk has the appropriate cross slope and that there are no tripping hazards.

The project that is proposed for Warson Road is essentially the same as the recent resurfacing and sidewalk improvements along Graeser Road. Staff anticipates that the project will begin with sidewalk improvements and end with the pavement repairs and resurfacing.

STP Grant. The City was awarded a federal Surface Transportation Program (STP) grant for the design and construction of the Warson Road project. Through this grant, the City will be reimbursed for up to 80% of the design and construction costs associated with the project. According to the project schedule, the design phase of the project is to occur in 2016 with construction in 2017 or 2018. The City was allowed to extend the design phase for this project forward into 2015, which will provide additional time to work through the design and, if necessary, right-of-way and easement acquisition.

The Missouri Department of Transportation (MoDOT) administers these federal grants and the various accompanying obligations.

The grant carries with it various federal requirements, the most notable of which are the processes that need to be followed. Similar to the City's practices, the process by which a consultant may be hired to design a federal-grant project must be based upon the consultant's qualifications. There are, however, additional steps throughout the process for MoDOT review and approval, and in no way can price be a consideration for selection.

Qualifications Review

City staff opted to solicit qualifications packages from design firms on MoDOT's "LPA Consultant On-Call List." (LPA is an acronym for local public agency.) This list contains qualifications statements from those engineering firms which have indicated an interest in and demonstrated their capability for various types of projects. City staff sent a request for qualifications to five of the firms on this list. All five firms responded with a positive letter of interest.

Public Works staff evaluated the submissions independently and ranked them based upon the criteria established in the qualifications request, those being:

- Experience and technical competence
- Capacity and capability
- Past record of performance

City staff found that all of the firms that submitted letters of interest were qualified to perform the design, but that several of these firms were well qualified and submitted excellent qualifications packages. City staff found that Cole and Associates (Cole) to be the most qualified firm for the design.

Cole is a multi-disciplinary surveying and engineering firm with offices in St. Louis, St. Charles, and Dallas. Cole's experience includes municipal roadway projects in the St. Louis area with federal grant aid that are similar in scope to the Warson Road project. Cole is also quite familiar with the current pedestrian accessibility requirements and has completed large-scale evaluations for St. Louis County. The City is also currently working with Cole as a sub-consultant on one of the current artistic bus shelter projects.

Contract Negotiation

Staff from Cole and the City met to discuss and refine a scope of services that will be suitable for the design of the Warson Road project. This scope of work generally includes a site survey, development of easement documents (as necessary), coordination with residents, area utilities, and MoDOT, and the development of plans and bid documents for the construction project.

The scope and fee negotiations resulted in a not-to-exceed fee proposal of \$79,074.92. The nature of such a contract is that the City would pay for the actual time and materials needed to develop the construction plans for the Warson Road project, up to the not-to-exceed limit. Some tasks within the scope of work, such as the project specifications, can be clearly defined and are known to be needed. Others, such as the construction-phase services and the right-of-way services, can be defined, but the existing conditions and the development of the project will determine whether these services are necessary. Therefore, some tasks carry a contingency factor out of necessity.

The fee proposal represents approximately 17% of the estimated \$471,000.00 cost to construct the project. The fee proposal is higher than expected, but a significant amount of design time will be required for designing accessible sidewalks along portions of Warson Road, particularly

at the intersections. In fact, the fee proposal includes more evaluation and design time for the sidewalk than for the roadway itself.

City staff feels that Cole has provided a fair fee proposal for the scope of services involved with the design of the Warson Road project.

Funding for Design

Funding for the design phase of the Warson Road project was included in the 2015 and 2016 fiscal years in the Capital Improvement Plan under budget number 02-61-71-9510. The combined budget for these design services is \$75,000. \$20,000 was originally set aside for design work during FY2015, but it appears that the design work will not begin until FY2016.

The fee proposal is approximately \$4,000 higher than the budgeted amount. As stated above, the engineering services contract is set up to be paid on an hourly basis, and some of the services proposed in the contract may not be needed.

Up to 80% of the engineering design fee qualifies for reimbursement through the STP grant. Therefore, the City should expect to receive reimbursement of up to \$63,259.93 through the grant.

Recommendation

Based upon the qualifications review process and an evaluation of the fee proposed for the design of the Warson Road Resurfacing Project, staff feels that Cole and Associates is the best qualified firm to perform the design and will do so at a fair price.

City staff recommends the execution of a contract with Cole and Associates for engineering design services related to the Warson Road Resurfacing Project for the not-to-exceed fee of \$79,074.92.



City Council
300 North New Ballas Rd
Creve-Coeur, MO 63141

Meeting: 06/08/15 07:00 PM
Department: Public Works Department
Category: Change Order
Prepared By: Matt Wohlberg
Department Head: Matt Wohlberg

SCHEDULED

RESOLUTION

Resolution No. 1169 - a Resolution of the City Council of the City of Creve Coeur, Missouri Authorizing the Execution of a Contract Increase with Intuition & Logic, Inc. for Engineering Services Related to the Middlebrook Culvert Rehabilitation Project for the Amount of \$2,790.00.

Staff recommends entering into a supplemental agreement with Intuition & Logic to update the plans and easements for the replacement of a drainage culvert beneath Middlebrook Lane. This project had been postponed due to a sewer project by MSD in this area. Intuition & Logic completed the initial design for this culvert replacement in 2013. Construction is now planned for the summer of 2016.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CREVE COEUR, MISSOURI AUTHORIZING THE EXECUTION OF A CONTRACT INCREASE WITH INTUITION & LOGIC, INC. FOR ENGINEERING SERVICES RELATED TO THE MIDDLEBROOK CULVERT REHABILITATION PROJECT FOR THE AMOUNT OF \$2,790.00.

WHEREAS, the City provides safe public rights of way for its commercial and residential communities;

WHEREAS, the City's Stormwater Committee and City staff have identified the need to improve a failing drainage culvert beneath Middlebrook Lane;

WHEREAS, the City hired Intuition & Logic to develop engineering design plans for the replacement of the Middlebrook culvert, which services were authorized by the City Council through the passage of Resolution 1002 on April 23, 2012;

WHEREAS, Supplemental Agreement #1 for these design services, for the sum of \$3,100.00, was approved by the City Administrator on October 2, 2012;

WHEREAS, Chapter 140 of the Municipal Code of the City of Creve Coeur requires that change orders in excess of 10% be presented to the City Council of the City of Creve Coeur for approval;

WHEREAS, Supplemental Agreement #2, for the sum of \$3,027.50, was authorized by the City Council on February 11, 2013, through Resolution 1042;

WHEREAS, the City's culvert project was postponed due to planned improvements in the area by the Metropolitan St. Louis Sewer District (MSD);

WHEREAS, MSD plans to begin its sewer improvements in early 2016, which will allow the City's project to begin by the summer of 2016;

WHEREAS, additional design services are required to update the project plans and easements, and to obtain the necessary permit from MSD;

WHEREAS, staff has reviewed the supplemental agreement for these services proposed by Intuition & Logic, and staff has found the proposal to be fair and to the City's advantage to undertake.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF CREVE COEUR, AS FOLLOWS:

Section 1. The supplemental agreement between **Intuition & Logic, Inc.,** and the City regarding the Middlebrook and Chilton Culvert Rehabilitation Projects, attached hereto as "Additional Services for Middlebrook and Chilton Culvert Rehabilitation Design - Supplemental Agreement #3," and referred to hereafter as "Supplemental Agreement #3," with a **sum of \$2,790.00**, is hereby approved and the City Administrator is hereby authorized and directed to enter into and execute that supplemental agreement. The Supplemental Agreement as executed shall be in substantially the form of "Supplemental Agreement #3," with such changes

therein as shall be approved by the officers of the City executing same, consistent with the provisions and intent of this Resolution. The City Administrator and his designated representatives are hereby authorized and directed to take any and all actions necessary, desirable, convenient, or proper in order to carry out the intent of this Resolution, the matters herein authorized, and the rights and duties of the City under the Contract.

Adopted this 8th day of June 2015.

Barry Glantz
Mayor

Attest:

Deborah Ryan, City Clerk



16253 Swingley Ridge Rd, Suite 100, St. Louis, MO 63017
636.777.3000 314.432.5812



June 3, 2015

Matt Wohlberg, PE
City Engineer
City of Creve Coeur
300 North New Ballas Road
Creve Coeur, Missouri 63141

Re: Additional Services for Middlebrook and Chilton Culvert Rehabilitation Design – Supplemental Agreement #3

Dear Mr. Wohlberg:

Thank you for the opportunity to provide this estimate for additional services for the Middlebrook Culvert Project. The scope of additional services is to revise the Middlebrook Culvert plans to illustrate the new MSD sanitary sewer as follows:

- 1.0 Plan Set Revisions
 - 1.1 Illustrate the proposed new MSD sanitary sewer line
 - 1.2 Label the existing MSD sanitary sewer line “to be removed” in the vicinity of the north retaining wall and label the pipe ends to be grout plugged
 - 1.3 Revise north wall detail to illustrate pipe removal
 - 1.4 Prepare revised and sealed final plan set
- 2.0 Specifications Revisions
 - 2.1 Revise specifications to require contractor to coordinate with MSD construction and begin after MSD construction is complete.
- 3.0 Easement Revisions
 - 3.1 Revise Temporary Easement to reflect potential future new owner for #6 Middlebrook
 - 3.2 Revise Permanent Easement to reflect potential future new owner for #6 Middlebrook
- 4.0 MSD Coordination and Plan Review Submittal

The additional services estimate is \$2,790.00. If this proposal is acceptable, please sign where indicated below, return a copy for our records and retain the original for your records.

If you have any questions or would additional information, please do not hesitate to call or email. I look forward to hearing from you soon!

Best Regards,



Mark Meyer, PE
President

Acceptance:

Name:

Title:

Date:



DEPARTMENT OF PUBLIC WORKS STAFF MEMORANDUM

DATE: June 4, 2015

TO: Mark Perkins, City Administrator

CC: Jim Heines, Director of Public Works

FROM: Matt Wohlberg, P.E., City Engineer

SUBJECT: Project Update and Staff Recommendation for Design Services
Middlebrook and Chilton Culvert Rehabilitation Projects

The Metropolitan St. Louis Sewer District (MSD) has recently informed the City that its sanitary sewer project near Middlebrook Drive will begin in 2016. The City had postponed its culvert replacement project on Middlebrook Drive due to the pending MSD project. City staff recommends that the City hire Intuition & Logic for engineering services needed to prepare the project for construction immediately following the MSD project.

Project History

In early 2011, staff learned of the deteriorating condition of a drainage culvert beneath Middlebrook Drive and the collapse of the end of a drainage culvert that ran beneath Chilton Lane. The City brought these issues to the attention of MSD and requested assistance with funding the repairs for these culverts. This funding request was unsuccessful, leaving the City to correct these culvert issues on its own.

The City hired Intuition & Logic in 2012 to review the culverts beneath Middlebrook and Chilton and the two creeks that run through these culverts, and to develop a solution to these problems. The preliminary design found that the culverts at both locations were too small and that both would need to be enlarged. With the scope of the projects increasing, the City decided to separate the projects.

Replacement of the collapsed culvert at Chilton Lane was found to be the most urgent of the two projects. Construction of this project began in the fall of 2013 and was completed in the early spring of 2014.

Replacement of the culvert beneath Middlebrook Lane was initially discussed to be included in the 2014 fiscal year budget, but this project was put on hold once City staff learned of a planned project from MSD. The MSD project involves the replacement of a sanitary sewer that runs below the walls proposed as part of the City's drainage culvert replacement project. The City postponed its project to avoid needing to remove and replace some of the retaining wall that would have been required by MSD to complete their project.

MSD Project

MSD is now nearly complete with the design and right-of-way acquisition required for their sanitary sewer project, and MSD has informed the City that they plan to begin their project in early 2016. MSD will begin their project at Middlebrook Drive and will no longer need access to that area by the summer of 2016.

Recommendation

City staff recommends that the City begin the culvert replacement project immediately following MSD's completion of its work in the area for several reasons. First, because the two work areas overlap, the inconvenience to the residents along Middlebrook Drive will be limited if the City's and MSD's projects run in succession. Second, the restoration efforts of both projects can be coordinated such that MSD's efforts will not be made moot or be destroyed by the City's project. Third, and most importantly, the culvert and the street above it continue to deteriorate and need replacement. City staff has repeatedly patched the pavement over the culvert to counter the continuing washout of the roadway base. The street needed to be partially reconstructed in 2014 following a collapse at this location.

Additional design services are required to apply for a new permit from MSD for the culvert replacement project, to renew the easement documents, and to update the project plans and specifications for bidding and construction. Intuition & Logic has provided a proposal to complete these services for a fee of \$2,790. Staff finds that this fee is reasonable and that the services offered are essential for the culvert project to be completed in 2016, as recommended.

These proposed services represent the third supplemental agreement for design services for the Middlebrook and Chilton Culvert Rehabilitation Project. The initial design fee for this project was \$58,799.75. The two supplemental agreements to date involved:

Supplemental Agreement #1

Approved: October, 2012

Additional fee: \$3,100.00

Once the preliminary design was completed for the two culverts, staff recommended that the original project (to complete work on both culverts) be separated into two projects, whereby each culvert would be completed individually. Separation of the projects would involve parallel submissions to MSD and additional work to prepare separate plans, specifications, and estimates.

Supplemental Agreement #2

Approved: January, 2013

Additional fee: \$ 3,027.50

Easements were included in the design contract as direct-expense items, and the design found that more easements were needed than originally anticipated. These easements were generally needed to accommodate the side retaining walls for each drainage culvert and for working room for the projects. Such easements were not initially expected, because the initial plan was to attempt to repair the culverts rather than to fully replace and enlarge them.

The staff memoranda regarding these supplemental services are attached.

Staff recommends that the City extend the design services with Intuition & Logic through Supplemental Agreement #3 so that the project can be permitted, easements be obtained, and bid documents be prepared in anticipation of construction of the project in 2016.

Attachments: Staff memorandum, dated October 2, 2012, regarding change order #1

Staff memorandum, dated January 29, 2013, regarding change order #2



DEPARTMENT OF PUBLIC WORKS STAFF MEMORANDUM

DATE: October 2, 2012

TO: Mark Perkins, City Administrator

CC: Jim Heines, Director of Public Works

FROM: Matt Wohlberg, P.E., City Engineer

SUBJECT: Review and Recommendation of Change Order #1
Middlebrook and Chilton Culvert Rehabilitation Projects

The preliminary design has been completed for the replacement of failing drainage culverts beneath Middlebrook Lane and Chilton Lane. Investigation into these issues found the problems to be worse than initially expected, and it appears that these culverts will need to be replaced rather than repaired in place. The estimated cost of these repairs exceeds the budget for this work, and it is recommended that these culverts be addressed one at a time. A change order is recommended to account for the additional design and coordination work involved with separating this project into two projects.

Design Status and Discussion

The City retained the design services of Intuition & Logic to review the existing conditions and to propose and design a solution to the issues found at each culvert. Through their review, Intuition & Logic found that the existing culverts are in poor condition and are undersized for the area that drains to each culvert, making the replacement of the culverts the only viable option. Furthermore, the presence of the regulatory flood plain at each of these culverts complicated the use of culvert liners or other apparent methods to use the existing culverts in place. It is unlikely that such repairs to these culverts would pass the necessary permitting reviews by the Metropolitan St. Louis Sewer District (MSD) or the Missouri Department of Natural Resources (DNR).

Preliminary design plans for the replacement of these culverts have been developed and are currently in the permitting process.

Financial Impact

Upon agreeing that repairing the existing culvert was not likely to be permitted at either site, and considering the apparent under-sized culvert at each location, Intuition & Logic and City staff began discussions regarding full replacement of each culvert. It was clear from the initial stages of the design process that the proposed improvements would likely exceed the budget for the work.

Preliminary cost estimates were developed by Intuition & Logic as part of the preliminary design submission. The estimated costs of replacing the culvert at each site are (approximately):

Chilton Lane.....	\$ 148,000
Middlebrook Lane.....	\$ 190,000
Total	\$ 338,000

The City's Capital Improvement Plan for the (current) 2013 fiscal year identifies \$125,000 for stormwater improvements to Middlebrook Lane and Chilton Lane (account 02-61-71-9509-13515). The CIP budget was set on the assumption that these culverts could be repaired in place.

Phased Approach

The Capital Improvement Plan budget is far less than what is expected to be required to complete the proposed work, but it is relatively close to the projected cost of the improvements to Chilton Lane. Given that the culvert beneath Chilton Lane has collapsed and has left a potentially hazardous hole immediately adjacent to the road pavement, and given that the situation at Middlebrook appears stable for now, City staff recommends the adoption of a phased approach to these culvert improvements. In other words, the recommendation is to make separate projects out of the Chilton Lane and Middlebrook Lane culvert improvements.

Furthermore, City staff recommends that the first phase of the project be to complete the proposed improvements at Chilton Lane and that these improvements be pursued during the current fiscal year. It is understood that that bids for the project may be higher than the budget. If that is the case, then discussions regarding financing the project or abandoning it will be necessary.

This recommendation includes the pursuit of future capital improvement funds for the replacement of the culvert beneath Middlebrook Lane.

Change Order for Design

City staff has reviewed a proposal from Intuition & Logic through which the Middlebrook and Chilton Culvert Rehabilitation Project would be divided into two plan sets, with one plan set for each culvert project. Most of the design and permitting work can be performed for both culverts at the same time, but there will be some additional costs associated with creating separate plan sets. Intuition & Logic has provided the following cost breakdown for the additional work:

<u>Item</u>	<u>Estimated Cost</u>
Permitting.....	\$ 800.00
Final Design Plans	\$ 1,800.00
Printing and Direct Expenses.....	\$ 500.00
Total Change Order #1:	\$ 3,100.00

The original contract price for this work was \$58,799.75. The proposed Change Order #1 represents a contract increase of approximately 5.3%. It seems unlikely that a different consultant would be able to provide these services at a lower cost.

Recommendation

City staff recommends the approval of the proposed separation of the design plans and the acceptance of the proposed change order for the associated additional services.



DEPARTMENT OF PUBLIC WORKS STAFF MEMORANDUM

DATE: January 29, 2013

TO: Mark Perkins, City Administrator

CC: Jim Heines, Director of Public Works

FROM: Matt Wohlberg, P.E., City Engineer

SUBJECT: Review and Recommendation of Change Order #2
Middlebrook and Chilton Culvert Rehabilitation Projects

A second change order has become necessary for the design services related to the Middlebrook and Chilton Culvert Rehabilitation Projects. Because the net change of both change orders exceeds 10% of the original contract value, this change order is required receive the approval of City Council.

Change Order #1

The first change order involved the additional design services required to divide the original project into two separate projects (i.e. each culvert would be a separate project). This change was ordered by the City in October 2012 when it became evident that the budget would not allow for the original plan, that being to repair both culverts as one project.

A description of Change Order #1 and the reasoning behind it are discussed in the attached Staff Memorandum dated October 2, 2012.

The work associated with Change Order #1 is complete.

Change Order #2

The second change order involves the development of six additional easements that were not included in the original contract. These six easements area as follows:

- Four (4) permanent drainage easements became necessary as the culvert repair projects became culvert replacement projects. The proposed culverts and wing walls are wider than the existing drainage easements, and these four permanent easements will be necessary to maintain this infrastructure in the future.
- Two (2) encroachment easements were required by the Metropolitan St. Louis Sewer District (MSD) following their final design review in December 2012. These easements provide for work on and around a sanitary manhole on the south side of Middlebrook Lane that is in the immediate vicinity of the proposed work.

Easement documents were included in the contract as direct-expense items, but the quantity is higher than was expected. Change Order #2 accounts for the cost to develop and coordinate these additional easements.

Cost Summary. City staff has reviewed a proposal from Intuition & Logic that detailed the costs associated with the easement work discussed above. The costs include the direct expense of the easements and some consultant time to update the plans to include these easements. Intuition & Logic has provided the following cost breakdown for the additional work:

<u>Item</u>	<u>Cost</u>
Easements	\$ 2,350.00
Coordination and drafting	\$ 677.50
Total Change Order #2:	\$ 3,027.50

The original contract price for this work was \$58,799.75. The proposed Change Order #2 represents a contract increase of approximately 5.1% of the original contract amount.

Summary of Changes to Date

The table below summarizes the two change orders:

<u>Item</u>	<u>Cost</u>	<u>Percent of Original Contract</u>
Change Order #1	\$ 3,100.00.....	5.3%
Change Order #2	\$ 3,027.50.....	5.1%
Total:	\$ 6,127.50	10.4%

As described above, Change Order #2 causes the net increase to the contract price to be \$6,127.50, or approximately 10.4% of the original contract amount.

No additional change orders are anticipated, as the design effort for this project is substantially complete.

Recommendation

City staff recommends the approval of the proposed change order for the design services and direct expenses associated with the additional easements.