WORK SESSION MEETING
AGENDA
CITY OF CREVE COEUR
CITY COUNCIL
300 NORTH NEW BALLAS RD
APRIL 13, 2017
6:00 PM

CALL TO ORDER

ROLL CALL

DISCUSSION ITEMS

1. **Work Session Minutes Dated March 27, 2017**
   Summary:

2. **Pension**
   Summary: Continued discussion of possible transition from the city's defined contribution plan to a defined benefit plan. Additional information has been included on our web site as well, http://creve-coeur.org/index.aspx?nid=873.

3. **Police**
   Summary: The Architect and our Owner's Rep will give a presentation on the status of the Police Building Design

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 04/7/2017**
Deborah Ryan, MPCC
City Clerk

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

Meeting: 04/13/17 06:00 PM
Department: Legislative /City Clerk
Category: Report
Prepared By: Debbie Ryan
Initiator: Debbie Ryan
Sponsors:

SCHEDULED

DRAFT MINUTES (ID # 2392)

DOC ID: 2392

Work Session Minutes Dated March 27, 2017

WORK SESSION MEETING MINUTES
CITY OF CREVE COEUR CITY COUNCIL
300 NORTH NEW BALLAS RD
MARCH 27, 2017
6:00 PM

Present: Mayor Glantz, Council Members Faron, Lawrence, Ruzicka, D'Alfonso, Saunders and Baseley

Staff Present: Mark Perkins City Administrator, Carl Lumley City Attorney, Jason Jaggi Community Development Director, Tracy Hansen Finance Director, Jim Heines Public Works Director, Matt Wohlberg City Engineer and Sharon Stott Assistant to the City Administrator

1. Work Session Minutes Dated March 13, 2017

Council Member Faron moved, seconded by Council Member Lawrence to accept the Work Session Meeting Minutes from March 13, 2017.

Approved by unanimous vote.

2. Capital Improvement Program FY2018 to FY2022

There were no follow-up questions from the prior work session.

3. FY2018 Roadway Maintenance Program Recommendations

Matt Wohlberg reviewed the FY18 Roadway Maintenance Program. (Exhibit A)

4. Capital Equipment Program

Jim Heines reviewed the Capital Equipment Program. (Exhibit B) Jim Heines stated the Public Works Department will begin trying to take on Police Department fleet repairs. This would be general maintenance on a vehicle including brakes and oil changes. Could possibly lead to adding a mechanic in the future.

Mark Perkins stated sales tax is flat and expect it to continue, need to start thinking about additional revenue sources for the Capital Improvement Plan.

Adjourned at 7:05 p.m.

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

Meeting: 04/13/17 06:00 PM
Department: City Administrator
Category: Report
Prepared By: Mark Perkins

SCHEDULED

Department Head: Carl Lumley

STAFF REPORT

Pension

Continued discussion of possible transition from the city's defined contribution plan to a defined benefit plan. Additional information has been included on our web site as well, http://creve-coeur.org/index.aspx?nid=873.

BILL NO. ___________________ **ORDINANCE NO: __________________**

AN ORDINANCE OF THE CITY OF CREVE COEUR, MISSOURI, ELECTING FOR THE CITY TO BECOME AN EMPLOYER AND TO COVER EMPLOYEES, WHO ARE NOT SUBJECT TO THE CITY'S FROZEN DEFINED BENEFIT PLAN, PURSUANT TO THE MISSOURI LOCAL GOVERNMENT EMPLOYEES' RETIREMENT SYSTEM, AND TERMINATING THE CITY'S 2006 DEFINED CONTRIBUTION PLAN.

WHEREAS, the City currently maintains a frozen defined benefit retirement plan for employees hired before June 1, 2006, pursuant to Ordinance 5347 and a defined contribution retirement plan for employees hired on or after June 1, 2006 pursuant to Ordinance 5476; and

WHEREAS, the City Council of the City of Creve Coeur has determined that it is in the best interests of employees and the City to provide retirement benefits for its eligible employees hired on or after June 1, 2006 under the Missouri Local Government Employees Retirement System (LAGERS), pursuant to the provisions of Sections 70.600 through 70.755, RSMo and has complied with the notice and filing requirements of Section 105.675 RSMo; and

WHEREAS, the City Council understands that, by joining LAGERS, the City is accepting the legal obligation to fully fund the elected benefits now and in the future and that it will be financially able to do so; and

WHEREAS, employees of the City participate in the federal Social Security program; and

WHEREAS, the City Council agrees not to continue or commence coverage of its employees hired on or after June 1, 2006 under another retirement plan similar in purpose to LAGERS as is prohibited by Sections 70.600 to 70.655 RSMo.; and

WHEREAS, all persons who presented themselves before the City Council and desiring to be heard were given an opportunity to be heard and a copy of the proposed ordinance has been made available for public inspection prior to its consideration by the City Council; and the Bill was 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. That the City of Creve Coeur**,** a "political subdivision," as defined in Section 70.600(19) RSMo , hereby elects to become a participating employer of the Missouri Local Government Employees Retirement System, as defined in Section 70.600(11), and to thereby provide retirement benefits to all its eligible general and police employees hired on or after June 1, 2006 (except as otherwise provided for breaks in service under the City's frozen defined benefit plan) under Benefit Program LT-8(65)**,** pursuant to Section 70.655.1 RSMo. It is understood there is no statutory provision for a participating political subdivision to terminate its membership under LAGERS.

Section 2. That all employment prior to the date the City becomes a participating employer in LAGERS is to be considered for vesting purposes for such employees and for determining the beginning date of employer contributions for employees hired and/or employed during this period but not for the calculation of credited service or final average salary.

Section 3. That "membership service," as defined in Section 70.600(15), for such employees refers to any period of employment beginning or rendered on or after the date the City becomes a LAGERS employer. Such service shall be considered for purposes of vesting, calculating credited service, and calculating final average salary.

Section 4. That the City hereby elects that employees eligible to become members of LAGERS hereunder are those employees employed in positions normally requiring 1500 hours of work a year, provided such employees are not members of another governmental retirement plan, or are otherwise excluded from membership in LAGERS by state law, pursuant to 16 CSR 20-2.010(B).

Section 5. That the City hereby elects to have the "final average salary" of its employee members determined over a 60 consecutive-month period pursuant to the provisions in Sections 70.600(12) and 70.656 RSMo.

Section 6. That the City hereby elects to require employees who become members of LAGERS hereunder to pay 4% employee contributions to LAGERS, pursuant to Section 70.705 RSMo.

Section 7. That the City hereby elects the minimum service retirement age for all eligible employees in accordance with Sections 70.600(16).

Section 8. That the City agrees to hold LAGERS harmless from any liability with respect to this transaction, apart from those obligations imposed on LAGERS by Sections 70.600 – 70.755 RSMo, provided the transaction is completed according to the terms contained herein.

Section 9. That the City Finance Director and her designees are hereby authorized and directed to deduct from the wages or salaries of each employee member, the employee contributions required by Section 70.705, RSMo and this Ordinance, and to promptly remit such contributions to LAGERS, along with the employer contributions required by Sections 70.705, 70.730, and 70.735 RSMo.

Section 10. That the City Administrator and his designees are hereby authorized and directed to take all actions, sign all documents, and to do any and all things and take any and all actions required to effectuate this Ordinance.

Section 11. The city clerk shall provide a certified copy of this Ordinance to the LAGERS board of trustees within 10 days after enactment hereof. The City's participation as a LAGERS employer will commence on July 1, 2017

Section 12. Effective as of the commencement of the election set forth herein, the City's 2006 Defined Contribution Retirement Plan is terminated.

Section 13. This ordinance shall become effective in accordance with Section 3.11 (g) of the City Charter.

ADOPTED THIS ___DAY OF ________________, 2017.

ELLEN LAWRENCE
PRESIDENT OF CITY COUNCIL

APPROVED THIS ___ DAY OF __________________, 2017.

BARRY GLANTZ
MAYOR

ATTEST:

DEBORAH RYAN, MPCC
CITY CLERK

CERTIFICATION

I hereby certify that the above **Ordinance** No. ________ is a true and correct copy of **an Ordinance** that was duly enacted by the **City Council** of **the City of Creve Coeur, Missouri.**

Date **Signature** **(Clerk)**

CITY OF CREVE COEUR

February 23, 2017

To: Mayor and City Council

From: Mark Perkins, City Administrator

Re: Retirement Plan Review – Additional LAGERS options

Attached you will find a chart comparing the cost of 3 different levels of LAGERS retirement benefits to our current defined contribution plan. The three levels of LAGERS benefits are:

- L-12 – 1.75% of final average salary for life
- LT-8 – 1.5% of final average salary for life, plus 0.50% to age 65
- L-7 – 1.5% of final average salary for life

L-12 is the benefit level that we have previously suggested if, in fact, the City opts for LAGERS, due to the fact that L-12 is the closest benefit level to the city's closed defined benefit plan.

LT-8 and L-7 represent two additional options which offer slightly lower benefit levels and correspondingly lower costs.

Attached you will find additional information on the LAGERS benefit as well as illustrations of various benefit levels.

Defined Contribution (DC) Plan vs LAGERS

Year 1 Estimated

	Current DC Plan	LAGERS L-12	LAGERS L-7	LAGERS LT-8
Covered Payroll [1]	3,762,795	3,762,795	3,762,795	3,762,795
% Contribution (3)	.825	.09325	0.07625	0.08215
Estimated Contribution	310,431	350,881	286,913	309,114
Difference		-40,450	23,518	1,317

Year 30 Estimated

	Current DC Plan	LAGERS L-12	LAGERS L-7	LAGERS LT-8
Covered Payroll [2]	18,795,168	18,795,168	18,795,168	18,795,168
% Contribution (3)	.08725	.09325	0.07625	0.08215
Estimated Contribution	1,639,878	1,752,649	1,433,132	1,544,023
Difference		-112,771	206,747	95,855

(1) Based on Buck Consultants Estimate.

(2) Based on covered payroll increased 3.25% each year over 30 years and assumes all employees are within the plan 30 years.

(3) Assumes no change in LAGERS required contribution rate

Missouri LocAl Government Employees Retirement System
Brief Summary of LAGERS
Benefits and Conditions Evaluated and/or Considered
as of February 29, 2016
(Section references are to RSMo)

Voluntary Retirement. Sections 70.645 & 70.600. A member may retire with an age & service allowance after both (i) completing 5 years of credited service, and (ii) attaining the minimum service retirement age.

The minimum service retirement age is age 60 for a general employee and age 55 for a police or fire employee. Optionally, employers may also elect to provide for unreduced benefits for employees whose combination of years of age and years of service equals 80 or more.

Final Average Salary. Section 70.600. The average of a member's monthly compensation during the period of 60 consecutive months (or optionally, 36 consecutive months) of credited service producing the highest monthly average, which period is contained within the 120 consecutive months of credited service immediately preceding retirement.

Age & Service Allowance. Section 70.655. The allowance, payable monthly for life, equals a specified percent of a member's final average salary multiplied by the number of years of credited service. Each employer elects the percent applicable to its members, from the following programs:

L-1 Benefit Program:	1.00% for life
L-3 Benefit Program:	1.25% for life
L-7 Benefit Program:	1.50% for life
L-12 Benefit Program:	1.75% for life
L-6 Benefit Program:	2.00% for life
LT-4(65) Benefit Program:	1.00% for life, plus 1.00% to age 65
LT-5(65) Benefit Program:	1.25% for life, plus 0.75% to age 65
LT-8(65) Benefit Program:	1.50% for life, plus 0.50% to age 65
LT-14(65) Benefit Program:	1.75% for life, plus 0.25% to age 65

The only LT benefit programs available for adoption after August 1, 1994 are the LT(65) programs.

Benefit programs L-9 and LT-10(65) are unavailable for adoption after August 1, 2005.

Benefit program L-11, available only to groups not covered by social security, provides for 2.5% for life.

Subsequent to joining the System the governing body can elect to change benefit programs for the employees, but not more often than once every 2 years.

Early Allowance. Section 70.670. A member may retire with an early allowance after both (i) completing 5 years of credited service, and (ii) attaining age 55 if a general employee or age 50 if a police or fire employee.

The early allowance amount, payable monthly for life, is computed in the same manner as an age & service allowance, based upon the service and earnings record to time of early retirement, but reduced to reflect the fact that the age when payments begin is younger than the minimum service retirement age. The amount of the reduction is 1/2 of 1% (.005) for each month the age at retirement is younger than the minimum service retirement age.

APPENDIX III

SUMMARY OF
LAGERS PROVISIONS

Deferred Allowance. Section 70.675. If a member leaves LAGERS-covered employment (i) before attaining the early retirement age, and (ii) after completing 5 years of credited service, the member becomes eligible for a deferred allowance; provided the former member lives to the minimum service retirement age and does not withdraw the accumulated contributions.

The deferred allowance amount, payable monthly for life from the minimum service retirement age, is computed in the same manner as an age & service allowance, based upon the service and earnings record to time of leaving LAGERS coverage.

Deferred allowances are also payable any time after reaching the early retirement age, with the reduction for early retirement noted on the previous page.

Non-Duty Disability Allowance. Section 70.680. A member with 5 or more years of credited service who becomes totally and permanently disabled from other than duty-connected causes becomes eligible to receive a non-duty disability allowance computed in the same manner as an age & service allowance, based upon the service & earnings record to time of disability.

Duty Disability Allowance. Section 70.680. A member regardless of credited service who becomes totally and permanently disabled from duty-connected causes becomes eligible to receive a duty disability allowance computed in the same manner as an age & service allowance, based upon the earnings record to time of disability but based upon the years of credited service the member would have completed had the member continued in LAGERS-covered employment to age 60.

Death-in-Service. Section 70.661. Upon the death of a member who had completed 5 years of credited service, the eligible surviving dependents receive the following benefits:

(a) The surviving spouse receives an allowance equal to the Option A allowance (joint and 75% survivor benefit) computed based upon the deceased members' service & earnings record to time of death.

(b) When no spouse benefit is payable, the dependent children under age 18 (age 23 if they are full time students) each receive an equal share of 60% of an age & service allowance computed based upon the deceased member's service & earnings record to time of death.

(c) If the death is determined to be duty related, the 5 year service requirement is waived and the benefit is based on years of credited service the member would have completed had the member continued in LAGERS-covered employment to age 60.

Benefit Changes After Retirement. Section 70.655. For retirements effective after September 28, 1975, there is an annual redetermination of monthly benefit amount, beginning the October first following 12 months of retirement. As of each October first the amount of each eligible benefit is redetermined as follows:

(a) Subject to the maximum in (b), the redetermined amount is the amount other-wise payable multiplied by: 100% plus up to 4%, as determined by the LAGERS Board of Trustees, for each full year of retirement.

(b) The redetermined amount may not exceed the amount otherwise payable multiplied by the ratio of the Consumer Price Index for the immediately preceding month of June to the Consumer Price Index for the month of June immediately preceding retirement.

Member Contributions. Sections 70.690 & 70.705. Each member contributes 4% of compensation beginning after completion of sufficient employment for 6 months of credited service.

If a member leaves LAGERS-covered employment before an allowance is payable, the accumulated contributions are refunded to the member. If the member dies, his accumulated contributions are refunded to a designated beneficiary.

The law governing LAGERS also has a provision for the adoption of a non-contributory plan in which the full cost of LAGERS participation is paid by the employer. Adoption of the non-contributory provisions may be done at the time of membership or a later date; however, a change from contributory to non-contributory or vice-versa may not be made more frequently than every 2 years. Under the non-contributory provisions there is no individual account maintained for each employee and no refund of contributions if an employee terminates before being eligible for a benefit.

Employer Contributions. Section 70.730. Each employer contributes the remainder amounts necessary to finance the employees' participation in LAGERS. Contributions to LAGERS are determined based upon level-percent-of-payroll principles, so that contribution rates do not have to increase over decades of time.

APPENDIX IV

BENEFIT ILLUSTRATIONS

Missouri LAGERS
Illustrations of Age and Service Allowance Amounts For Sample Combinations of Service & Salary
(L-1 Benefit Program is Years of Credited Service times: 1.00% of FAS [1])

Final Average Salary (FAS) [1]	LAGERS BENEFIT [3]	Estimated Social Security [2]	Estimated Monthly Total $	Estimated Monthly Total % of FAS
35 Years of Service:				
$1,500	$ 525	$ 882	$1,407	94%
2,000	700	1,028	1,728	86%
2,500	875	1,174	2,049	82%
3,000	1,050	1,320	2,370	79%
3,500	1,225	1,465	2,690	77%
4,000	1,400	1,611	3,011	75%
25 Years of Service:				
$1,500	$ 375	$ 882	$1,257	84%
2,000	500	1,028	1,528	76%
2,500	625	1,174	1,799	72%
3,000	750	1,320	2,070	69%
3,500	875	1,465	2,340	67%
4,000	1,000	1,611	2,611	65%
15 Years of Service:				
$1,500	$225	$ 882	$1,107	74%
2,000	300	1,028	1,328	66%
2,500	375	1,174	1,549	62%
3,000	450	1,320	1,770	59%
3,500	525	1,465	1,990	57%
4,000	600	1,611	2,211	55%

1 "Final Average Salary" means the monthly average of an employee's compensation during the period of 60 consecutive months (or optionally, 36 consecutive months) when they were highest, contained within the last 120 months of Credited Service.

2 "Estimated Social Security" means, for an employee covered by Social Security, an employee's estimated OASDI retirement benefit and is based upon an estimated "average indexed monthly earnings" for an employee retiring at age 65 in 2016 - it does not include any amounts which might be payable to an eligible spouse or children.

3 Amounts are shown to nearest $1, for simplicity; actual amounts are to nearest 1¢.

Missouri LAGERS
Illustrations of Age and Service Allowance Amounts For Sample Combinations of Service & Salary
(L-3 Benefit Program is Years of Credited Service times: 1.25% of FAS [1])

Final Average Salary (FAS) [1]	LAGERS BENEFIT [3]	Estimated Social Security [2]	Estimated Monthly Total $	Estimated Monthly Total % of FAS
35 Years of Service:				
$1,500	$ 656	$ 882	$1,538	103%
2,000	875	1,028	1,903	95%
2,500	1,094	1,174	2,268	91%
3,000	1,313	1,320	2,633	88%
3,500	1,531	1,465	2,996	86%
4,000	1,750	1,611	3,361	84%
25 Years of Service:				
$1,500	$ 469	$ 882	$1,351	90%
2,000	625	1,028	1,653	83%
2,500	781	1,174	1,955	78%
3,000	938	1,320	2,258	75%
3,500	1,094	1,465	2,559	73%
4,000	1,250	1,611	2,861	72%
15 Years of Service:				
$1,500	$281	$ 882	$1,163	78%
2,000	375	1,028	1,403	70%
2,500	469	1,174	1,643	66%
3,000	563	1,320	1,883	63%
3,500	656	1,465	2,121	61%
4,000	750	1,611	2,361	59%

1 "Final Average Salary" means the monthly average of an employee's compensation during the period of 60 consecutive months (or optionally, 36 consecutive months) when they were highest, contained within the last 120 months of Credited Service.

2 "Estimated Social Security" means, for an employee covered by Social Security, an employee's estimated OASDI retirement benefit and is based upon an estimated "average indexed monthly earnings" for an employee retiring at age 65 in 2016 - it does not include any amounts which might be payable to an eligible spouse or children.

3 Amounts are shown to nearest $1, for simplicity; actual amounts are to nearest 1¢.

Missouri LAGERS
Illustrations of Age and Service Allowance Amounts
For Sample Combinations of Service & Salary
(L-7 Benefit Program is Years of Credited Service times: 1.50% of FAS [1])

Final Average Salary (FAS) [1]	LAGERS BENEFIT [3]	Estimated Social Security [2]	Estimated Monthly Total $	Estimated Monthly Total % of FAS
35 Years of Service:				
$1,500	$ 788	$ 882	$1,670	111%
2,000	1,050	1,028	2,078	104%
2,500	1,313	1,174	2,487	99%
3,000	1,575	1,320	2,895	97%
3,500	1,838	1,465	3,303	94%
4,000	2,100	1,611	3,711	93%
25 Years of Service:				
$1,500	$ 563	$ 882	$1,445	96%
2,000	750	1,028	1,778	89%
2,500	938	1,174	2,112	84%
3,000	1,125	1,320	2,445	82%
3,500	1,313	1,465	2,778	79%
4,000	1,500	1,611	3,111	78%
15 Years of Service:				
$1,500	$338	$ 882	$1,220	81%
2,000	450	1,028	1,478	74%
2,500	563	1,174	1,737	69%
3,000	675	1,320	1,995	67%
3,500	788	1,465	2,253	64%
4,000	900	1,611	2,511	63%

1 "Final Average Salary" means the monthly average of an employee's compensation during the period of 60 consecutive months (or optionally, 36 consecutive months) when they were highest, contained within the last 120 months of Credited Service.

2 "Estimated Social Security" means, for an employee covered by Social Security, an employee's estimated OASDI retirement benefit and is based upon an estimated "average indexed monthly earnings" for an employee retiring at age 65 in 2016 - it does not include any amounts which might be payable to an eligible spouse or children.

3 Amounts are shown to nearest $1, for simplicity; actual amounts are to nearest 1¢.

Missouri LAGERS
Illustrations of Age and Service Allowance Amounts For Sample Combinations of Service & Salary
(L-12 Benefit Program is Years of Credited Service times: 1.75% of FAS [1])

Final Average Salary (FAS) [1]	LAGERS BENEFIT [3]	Estimated Social Security [2]	Estimated Monthly Total $	Estimated Monthly Total % of FAS
35 Years of Service:				
$1,500	$ 919	$ 882	$1,801	120%
2,000	1,225	1,028	2,253	113%
2,500	1,531	1,174	2,705	108%
3,000	1,838	1,320	3,158	105%
3,500	2,144	1,465	3,609	103%
4,000	2,450	1,611	4,061	102%
25 Years of Service:				
$1,500	$ 656	$ 882	$1,538	103%
2,000	875	1,028	1,903	95%
2,500	1,094	1,174	2,268	91%
3,000	1,313	1,320	2,633	88%
3,500	1,531	1,465	2,996	86%
4,000	1,750	1,611	3,361	84%
15 Years of Service:				
$1,500	$ 394	$ 882	$1,276	85%
2,000	525	1,028	1,553	78%
2,500	656	1,174	1,830	73%
3,000	788	1,320	2,108	70%
3,500	919	1,465	2,384	68%
4,000	1,050	1,611	2,661	67%

1 "Final Average Salary" means the monthly average of an employee's compensation during the period of 60 consecutive months (or optionally, 36 consecutive months) when they were highest, contained within the last 120 months of Credited Service.

2 "Estimated Social Security" means, for an employee covered by Social Security, an employee's estimated OASDI retirement benefit and is based upon an estimated "average indexed monthly earnings" for an employee retiring at age 65 in 2016 - it does not include any amounts which might be payable to an eligible spouse or children.

3 Amounts are shown to nearest $1, for simplicity; actual amounts are to nearest 1¢.

Missouri LAGERS
Illustrations of Age and Service Allowance Amounts For Sample Combinations of Service & Salary
(L-6 Benefit Program is Years of Credited Service times: 2.00% of FAS [1])

Final Average Salary (FAS) [1]	LAGERS BENEFIT [3]	Estimated Social Security [2]	Estimated Monthly Total $	Estimated Monthly Total % of FAS
35 Years of Service:				
$1,500	$1,050	$ 882	$1,932	129%
2,000	1,400	1,028	2,428	121%
2,500	1,750	1,174	2,924	117%
3,000	2,100	1,320	3,420	114%
3,500	2,450	1,465	3,915	112%
4,000	2,800	1,611	4,411	110%
25 Years of Service:				
$1,500	$ 750	$ 882	$1,632	109%
2,000	1,000	1,028	2,028	101%
2,500	1,250	1,174	2,424	97%
3,000	1,500	1,320	2,820	94%
3,500	1,750	1,465	3,215	92%
4,000	2,000	1,611	3,611	90%
15 Years of Service:				
$1,500	$ 450	$ 882	$1,332	89%
2,000	600	1,028	1,628	81%
2,500	750	1,174	1,924	77%
3,000	900	1,320	2,220	74%
3,500	1,050	1,465	2,515	72%
4,000	1,200	1,611	2,811	70%

[1] "Final Average Salary" means the monthly average of an employee's compensation during the period of 60 consecutive months (or optionally, 36 consecutive months) when they were highest, contained within the last 120 months of Credited Service.

[2] "Estimated Social Security" means, for an employee covered by Social Security, an employee's estimated OASDI retirement benefit and is based upon an estimated "average indexed monthly earnings" for an employee retiring at age 65 in 2016 - it does not include any amounts which might be payable to an eligible spouse or children.

[3] Amounts are shown to nearest $1, for simplicity; actual amounts are to nearest 1¢.

Missouri LAGERS
Illustrations of Age and Service Allowance Amounts
For Sample Combinations of Service & Salary

(LT-4(65) Benefit Program is Years of Credited Service
times: 2.00% of FAS [1] to age 65)
1.00% of FAS [1] at age 65)

Final Average Salary (FAS) [1]	LAGERS BENEFIT [3] To 65	LAGERS BENEFIT [3] At 65	Estimated Social Security [2]	Estimated Monthly Total To 65	Estimated Monthly Total At 65	Percent of FAS To 65	Percent of FAS At 65
35 Years of Service:							
$1,500	$1,050	$ 525	$ 882	$1,050	$1,407	70%	94%
2,000	1,400	700	1,028	1,400	1,728	70%	86%
2,500	1,750	875	1,174	1,750	2,049	70%	82%
3,000	2,100	1,050	1,320	2,100	2,370	70%	79%
3,500	2,450	1,225	1,465	2,450	2,690	70%	77%
4,000	2,800	1,400	1,611	2,800	3,011	70%	75%
25 Years of Service:							
$1,500	$ 750	$ 375	$ 882	$ 750	$1,257	50%	84%
2,000	1,000	500	1,028	1,000	1,528	50%	76%
2,500	1,250	625	1,174	1,250	1,799	50%	72%
3,000	1,500	750	1,320	1,500	2,070	50%	69%
3,500	1,750	875	1,465	1,750	2,340	50%	67%
4,000	2,000	1,000	1,611	2,000	2,611	50%	65%
15 Years of Service:							
$1,500	$ 450	$225	$ 882	$ 450	$1,107	30%	74%
2,000	600	300	1,028	600	1,328	30%	66%
2,500	750	375	1,174	750	1,549	30%	62%
3,000	900	450	1,320	900	1,770	30%	59%
3,500	1,050	525	1,465	1,050	1,990	30%	57%
4,000	1,200	600	1,611	1,200	2,211	30%	55%

[1] "Final Average Salary" means the monthly average of an employee's compensation during the period of 60 consecutive months (or optionally, 36 consecutive months) when they were highest, contained within the last 120 months of Credited Service.

[2] "Estimated Social Security" means, for an employee covered by Social Security, an employee's estimated OASDI retirement benefit and is based upon an estimated "average indexed monthly earnings" for an employee retiring at age 65 in 2016 - it does not include any amounts which might be payable to an eligible spouse or children.

[3] Amounts are shown to nearest $1, for simplicity; actual amounts are to nearest 1¢.

Missouri LAGERS
Illustrations of Age and Service Allowance Amounts
For Sample Combinations of Service & Salary

(LT-5(65) Benefit Program is Years of Credited Service
times: 2.00% of FAS [1] to age 65)
1.25% of FAS [1] at age 65)

Final Average Salary (FAS) [1]	LAGERS BENEFIT [3] To 65	LAGERS BENEFIT [3] At 65	Estimated Social Security [2]	Estimated Monthly Total To 65	Estimated Monthly Total At 65	Percent of FAS To 65	Percent of FAS At 65
35 Years of Service:							
$1,500	$1,050	$ 656	$ 882	$1,050	$1,538	70%	103%
2,000	1,400	875	1,028	1,400	1,903	70%	95%
2,500	1,750	1,094	1,174	1,750	2,268	70%	91%
3,000	2,100	1,313	1,320	2,100	2,633	70%	88%
3,500	2,450	1,531	1,465	2,450	2,996	70%	86%
4,000	2,800	1,750	1,611	2,800	3,361	70%	84%
25 Years of Service:							
$1,500	$ 750	$ 469	$ 882	$ 750	$1,351	50%	90%
2,000	1,000	625	1,028	1,000	1,653	50%	83%
2,500	1,250	781	1,174	1,250	1,955	50%	78%
3,000	1,500	938	1,320	1,500	2,258	50%	75%
3,500	1,750	1,094	1,465	1,750	2,559	50%	73%
4,000	2,000	1,250	1,611	2,000	2,861	50%	72%
15 Years of Service:							
$1,500	$ 450	$281	$ 882	$ 450	$1,163	30%	78%
2,000	600	375	1,028	600	1,403	30%	70%
2,500	750	469	1,174	750	1,643	30%	66%
3,000	900	563	1,320	900	1,883	30%	63%
3,500	1,050	656	1,465	1,050	2,121	30%	61%
4,000	1,200	750	1,611	1,200	2,361	30%	59%

1 "Final Average Salary" means the monthly average of an employee's compensation during the period of 60 consecutive months (or optionally, 36 consecutive months) when they were highest, contained within the last 120 months of Credited Service.

2 "Estimated Social Security" means, for an employee covered by Social Security, an employee's estimated OASDI retirement benefit and is based upon an estimated "average indexed monthly earnings" for an employee retiring at age 65 in 2016 - it does not include any amounts which might be payable to an eligible spouse or children.

3 Amounts are shown to nearest $1, for simplicity; actual amounts are to nearest 1¢.

Missouri LAGERS
Illustrations of Age and Service Allowance Amounts For Sample Combinations of Service & Salary

(LT-8(65) Benefit Program is Years of Credited Service times: 2.00% of FAS [1] to age 65) 1.50% of FAS [1] at age 65)

Final Average Salary (FAS) [1]	LAGERS BENEFIT [3] To 65	LAGERS BENEFIT [3] At 65	Estimated Social Security [2]	Estimated Monthly Total To 65	Estimated Monthly Total At 65	Percent of FAS To 65	Percent of FAS At 65
35 Years of Service:							
$1,500	$1,050	$ 788	$ 882	$1,050	$1,670	70%	111%
2,000	1,400	1,050	1,028	1,400	2,078	70%	104%
2,500	1,750	1,313	1,174	1,750	2,487	70%	99%
3,000	2,100	1,575	1,320	2,100	2,895	70%	97%
3,500	2,450	1,838	1,465	2,450	3,303	70%	94%
4,000	2,800	2,100	1,611	2,800	3,711	70%	93%
25 Years of Service:							
$1,500	$ 750	$ 563	$ 882	$ 750	$1,445	50%	96%
2,000	1,000	750	1,028	1,000	1,778	50%	89%
2,500	1,250	938	1,174	1,250	2,112	50%	84%
3,000	1,500	1,125	1,320	1,500	2,445	50%	82%
3,500	1,750	1,313	1,465	1,750	2,778	50%	79%
4,000	2,000	1,500	1,611	2,000	3,111	50%	78%
15 Years of Service:							
$1,500	$ 450	$338	$ 882	$ 450	$1,220	30%	81%
2,000	600	450	1,028	600	1,478	30%	74%
2,500	750	563	1,174	750	1,737	30%	69%
3,000	900	675	1,320	900	1,995	30%	67%
3,500	1,050	788	1,465	1,050	2,253	30%	64%
4,000	1,200	900	1,611	1,200	2,511	30%	63%

[1] "Final Average Salary" means the monthly average of an employee's compensation during the period of 60 consecutive months (or optionally, 36 consecutive months) when they were highest, contained within the last 120 months of Credited Service.

[2] "Estimated Social Security" means, for an employee covered by Social Security, an employee's estimated OASDI retirement benefit and is based upon an estimated "average indexed monthly earnings" for an employee retiring at age 65 in 2016 - it does not include any amounts which might be payable to an eligible spouse or children.

[3] Amounts are shown to nearest $1, for simplicity; actual amounts are to nearest 1¢.

Missouri LAGERS
Illustrations of Age and Service Allowance Amounts
For Sample Combinations of Service & Salary

(LT-14(65) Benefit Program is Years of Credited Service
times: 2.00% of FAS [1] to age 65)
1.75% of FAS [1] at age 65)

Final Average Salary (FAS) [1]	LAGERS BENEFIT [3] To 65	LAGERS BENEFIT [3] At 65	Estimated Social Security [2]	Estimated Monthly Total To 65	Estimated Monthly Total At 65	Percent of FAS To 65	Percent of FAS At 65
35 Years of Service:							
$1,500	$1,050	$ 919	$ 882	$1,050	$1,801	70%	120%
2,000	1,400	1,225	1,028	1,400	2,253	70%	113%
2,500	1,750	1,531	1,174	1,750	2,705	70%	108%
3,000	2,100	1,838	1,320	2,100	3,158	70%	105%
3,500	2,450	2,144	1,465	2,450	3,609	70%	103%
4,000	2,800	2,450	1,611	2,800	4,061	70%	102%
25 Years of Service:							
$1,500	$ 750	$ 656	$ 882	$ 750	$1,538	50%	103%
2,000	1,000	875	1,028	1,000	1,903	50%	95%
2,500	1,250	1,094	1,174	1,250	2,268	50%	91%
3,000	1,500	1,313	1,320	1,500	2,633	50%	88%
3,500	1,750	1,531	1,465	1,750	2,996	50%	86%
4,000	2,000	1,750	1,611	2,000	3,361	50%	84%
15 Years of Service:							
$1,500	$ 450	$ 394	$ 882	$ 450	$1,276	30%	85%
2,000	600	525	1,028	600	1,553	30%	78%
2,500	750	656	1,174	750	1,830	30%	73%
3,000	900	788	1,320	900	2,108	30%	70%
3,500	1,050	919	1,465	1,050	2,384	30%	68%
4,000	1,200	1,050	1,611	1,200	2,661	30%	67%

[1] "Final Average Salary" means the monthly average of an employee's compensation during the period of 60 consecutive months (or optionally, 36 consecutive months) when they were highest, contained within the last 120 months of Credited Service.

[2] "Estimated Social Security" means, for an employee covered by Social Security, an employee's estimated OASDI retirement benefit and is based upon an estimated "average indexed monthly earnings" for an employee retiring at age 65 in 2016 - it does not include any amounts which might be payable to an eligible spouse or children.

[3] Amounts are shown to nearest $1, for simplicity; actual amounts are to nearest 1¢.

DEFINED BENEFIT PENSION COMPARISON - RANKING BY BENEFIT PROVIDED

AGENCY	PLAN	EMPLOYEE CONTRIBUTION	BENEFIT	COLA	FINAL AVERAGE SALARY (IN YEARS)
Brentwood	City	6%	3.5% x years of service up to 20 years	YES	n/a
Maryland Heights	LAGERS L-6	0%	2% x years of service	YES	5
Richmond Heights	LAGERS L-6	4%	2% x years of service	YES	3
Webster Groves - Police	LAGERS L-6	4%	2% x years of service	YES	5
St. Peters	LAGERS L-6	4%	2% x years of service Rule of 80	YES	3
Ladue	City	6%	2% x years of service up to 30 years	YES	n/a
Creve Coeur (Current DB Plan 1)	City	3%	2% x years of service up to 30 years Rule of 85	NO	5
Clayton	City	5%	2% per year, max 40 years/80%	NO	n/a
T&C	LAGERS LT-14	4%	1.75% for life + .25% to age 65	YES	3
Creve Coeur (Current DB Plan 2)	City	3%	1.7% x years of service and 3% contribution into a 401 Rule of 85	NO	5
Frontenac	LAGERS LT-8	0%	1.5% x years of service + .50% to age 65	YES	3

DEFINED BENEFIT PENSION COMPARISON - RANKING BY BENEFIT PROVIDED

AGENCY	PLAN	EMPLOYEE CONTRIBUTION	BENEFIT	COLA	FINAL AVERAGE SALARY (IN YEARS)
Creve Coeur (Proposed Lagers)	PROPOSED LAGERS LT-8	4%	1.5% x years of service + .50% to age 65	YES	5
Webster Groves - General	LAGERS L-7	4%	1.5% x years of service	YES	5
St. Louis County - Police	County	4%	1.4% x years of service		
St. Louis County - General	County	4%	1.3% x years of service		
Ballwin	LAGERS L-3	0%	1.25% + years of service	YES	3

Finance Committee

March 10, 2017

The Honorable Barry L Glantz, Mayor of Creve Coeur
The Honorable Members of the Creve Coeur City Council
City of Creve Coeur
300 North New Ballas Road
Creve Coeur, Missouri 63141

RE: LAGERS Defined Benefit Pension Plan & Perpetual and Irrevocable Finance Agreements

Dear Mayor Glantz and Members of the City Council:

The Finance Committee (the "**Committee**") has spent a great deal of time considering and evaluating the City's proposed entry into the Defined Benefit Pension Plan administered by LAGERS (the "**LAGERS Plan**"). The Committee discussed the LAGERS Plan at three separate meetings, including holding a special meeting to discuss this subject on December 8, 2016. At these meetings, the Committee reviewed a substantial amount of information on the LAGERS Plan, as well as, other materials that were diligently assembled by City staff at our request. At its March 7, 2017 meeting, the Committee voted to pass the following resolution and submit it to the City Council for consideration:

> **Resolved, that the City of Creve Coeur should establish a financial policy that prohibits the City from entering into any perpetual and/or irrevocable financial agreements.**

The Committee understands that, if adopted, this resolution would prevent the City from entering the LAGERS Plan. It would not; however, prevent the City from considering other defined benefit plans or other enhancements to its current retirement plans or compensation structure. The Committee remains concerned about the economic impact implementing a new defined benefit plan would have on the City's long-term financial stability, though the Committee understands employee preference for such a plan.

The primary reason the Committee adopted the above resolution is the requirement that once a municipality enters the LAGERS Plan, the municipality is prohibited from discontinuing its participation in or exiting the LAGERS Plan. The Committee notes the City decided in 2006 that it was financially prudent to close its existing defined benefit plan. The Committee is very concerned that a perpetual and irrevocable plan like the LAGERS Plan severely limits the City's ability to respond to economic downturns and corresponding declines in revenue.

The Committee would welcome the opportunity to hold a joint work session on this subject with the City Council if that would assist in its decision-making process on this resolution or the adoption of any defined benefit plan.

Sincerely,

Adam Shulenburger
Finance Committee

CREVE COEUR POLICE DEPARTMENT INTEROFFICE MEMO

DATE: January 20, 2017

TO: Mark Perkins, City Administrator

FROM: Glenn Eidman, Chief of Police

SUBJECT: Defined Benefit Plan

The Police Department has recently experienced receiving several resignations of police officers wherein their primary reason for seeking employment has been because other law enforcement agencies offer a defined benefit retirement program. Additionally, our current recruitment efforts have yielded very few candidates with experience, the current pool of applicants are college graduates who do not have the academy, and do not have any experience in law enforcement. We have received at least a dozen calls from experienced officers who have stated the reason they won't apply is the lack of a defined benefit plan. While I truly do believe that the City and the PD have worked hard to be an employer of choice, the reality of the situation lies in the fact that a defined benefit pension plan would make the police department more competitive and "even the playing field" in retaining and recruiting the top law enforcement candidates in this area. During the last two hiring cycles, our department experienced trouble attracting Police Officers with experience. On at least two occasions, our recruiter was asked by potential candidates why we had three different pension plans and why we didn't have a defined benefit plan. The PD is experiencing a shortage of experienced police officers that are submitting applications.

This, I feel is in part to our overall compensation package. The majority of Police agencies looking for Police officers with experience- have a defined benefit plan (including Federal Agencies who are aggressively looking for Agents, DEA, FBI, Secret Service, and the ATF). When making the comparison to agencies for employment, the retirement portion of the package is scrutinized by the veteran Police officers to ensure that our agency is the one that they want to choose.

Police Officers are conservative by nature and somewhat cynical when viewing the market volatility and overall lackluster performance of the stock market over the last 16 years, making a defined benefit plan much more appealing. Additionally, Police officers are not comfortable with making financial decisions and managing investments for their retirements.

In today's employment market, defined benefit plans are not commonly used for two reasons: costs and longevity. Many employers do not want the responsibility for long range planning for employees, and are concerned about the cost factors involved with defined benefit plans. The PD, and the City, is unusual in the fact that we strive for longevity, and up to this point have accomplished that for the many of our personnel. The future for the Police department is at a crossroads without a better balance of organizational tensions in today's law enforcement market we will continue to see opportunities for turnover, a loss of intellectual capital, a causal link between tenure, performance and citizen satisfaction. While I understand that in the business world, a defined benefit program isn't necessary to create a competitive package, in the Law Enforcement arena, the defined benefit is increasingly becoming the norm.

To complicate the process for replacing an officer who resigns; when the Police department opens a hiring process, it is usually a two-three month process from the start until a conditional offer of employment is made. If the applicant does not have experience, they will be required to attend the Police Academy which is approximately six months long. Once they have graduated from the Police Academy, they will participate in 12 weeks of field training with an experienced officer, making the time frame from start to finish, at almost one full year. The lost knowledge from experienced officers resignations, and other work that doesn't get done while management is forced to focus on filling those slots and replacements cause morale problems, as well as causing problems for current employees who can't get time off because of the shortages.

The solution for this current situation should be tangible to the employee, yet economically feasible for the City. It could be accomplished by changing from the current DC plan to a DB plan with LAGERS.

- LAGERS continues to be a recognized leader amongst public defined benefit plans and, to accomplish this task, I would suggest we opt for a cost factor for L-12 (1.75% multiplier)
- LAGERS will eliminate the need for independent audits, annual actuarial reports, and the time staff must spend managing all the various documentation, meetings, RFP's, etcs.
- LAGERS caps the annual cost to increases at 1%. The City's current DB Plan has no cap on the annual increase and City contributions has seen annual increases over 10% in years past.
- LAGERS is well managed, with an average annual return of 7.80% for the last 20 years. In comparison, the City's current DB plan average for 20 years was 5.6%.

DATE OF HIRE	RESIGNATION DATE	REASON FOR RESIGNING
	Pending-March 2017	In the process for a federal agency. Awaiting a conditional offer of employment. The lack of a Defined Benefit Plan is one of the biggest reasons.
	Pending-March 2017	In the process for a federal agency. Awaiting a conditional offer of employment. Defined benefit is not the reason for his move. More opportunities for advancement, better overall package.
	Pending-March 2017	In the process for another agency, on the eligibility list waiting for a conditional hire. Pay fairly competitive, Defined Benefit Plan is LAGERS, LT-14. When he found out that we were looking at LAGERS LT-8, he stated he would stay. Since it has been several months awaiting where we are going with LAGERS, He stated that he would accept the other agencies offer. “They are not serious about this plan. The fact that they have been reviewing this for over a year, makes me believe they will not make this transition”
	Pending-March 2017	In the background phase with another agency. The agency is larger, the agency has a take-home car program, a SWAT team and a much better defined benefit package. They are in LAGERS at LT-8, in addition, they have a 3% matching contribution for their Deferred Compensation plan. Salary is competitive with ours.
December 14th, 2010	January 27th, 2017	Officer stated he was leaving for 2 reasons, the first was the lack of a DB plan; “I have been watching the discussion from the city council, They are not taking this issue seriously. I set a time line of 12 months, and there is still no change, thus I began looking for other options. Additionally, he wants a larger department as he feels he would have more opportunities.
June 20th, 2014	January 24th, 2017	Leaving to work for a federal agency, more pay, better benefits, and opportunities.
August 22nd 2011	October 3rd, 2016	Two female officers left law enforcement to start their own businesses, citing for several reasons. Shift work causing issues with the spouse, a lack of a defined benefit plan, a DB would allow them to the focus to on the job, and not worry about having a pension and an investment strategy. Both also cited the present dangers and threats of being shot-which officers have been facing during the last year. Those circumstances have prompted them to make the move to a different job.
November 28th, 2005	August 5th, 2016	
April 9th, 2012	June 9th, 2016	One officer adamantly stating that he wanted a defined benefit pension plan. (LAGERS is the plan that the agency currently has. That agency changed from a defined contribution plan to a defined benefit plan, effective July 1, 2013). In addition he wanted to work 12 hours shifts.
July 16th, 2012	April 5th, 2016	One officer adamantly stating that he wanted a defined benefit pension plan. (LAGERS is the plan that the agency currently has. In addition he wanted to work 12 hours shifts.
June 2nd, 2012	October 23rd, 2014	One officer resigned to go to another law enforcement agency, citing specifically the agency has a defined benefit pension plan (LAGERS), more opportunities with a larger department and closer to home.

I have included a summary of other cities, their pension plan, employee contribution, level of benefit and the pension type. The Defined Contribution is a minority in the benefit packages for police and city government in this area. Thus, a retention and recruiting tool is somewhat limited by our current package. Our police officers are some of the best, brightest, and efficient in their field. This is one of the reasons for so much of our success. However, if they chose to go to another law enforcement agency, the demand for good law enforcement officers is high, and the supply of that caliber is very low, thus making them a very marketable and desirable employee to other agencies. A Defined Benefit Plan provides employees with a dignified exit from the workforce, keeps lines of promotion open, attracts and retains quality workers.

Ferguson, and Senate Bill 5, and the more recent attacks and murders of officers across the nation, have brought about a lot of changes to the law enforcement arena, specifically a level of accountability exclusively in St. Louis County, which is not equal in other counties. Many agencies realize that they need to be competitive in the market to attract good law enforcement officers.

Recently, the paradigm has been to rejuvenate the employment packages for law enforcement officers. Many Cities have greatly enhanced their current package by increasing the starting salaries, mid-range and top salaries; while offering a DB plan. This brings about a great challenge for our police department as our Defined Contribution does not measure up to the same plans offered by many cities.

Chief Glenn Eidman

Retirement Plan Advisors - Ladlie / Trachsel
Creve Coeur Summary

Metric	Description of Metric	Number	Comments
In Person Meetings	Number of in-person meetings at the City of Creve Coeur	87	Some meetings are secondary with the same individual for follow up, additional detail, etc.
In RPA Office Meetings	Number of off-site meetings with city employees	16	Generally more detailed and typically involved the employee and their spouse.
Presentations	Number of group presentations at the City of Creve Coeur	4	The group meetings were done at the beginning of the transition to inform the employees of the cost savings and plan enhancements.
Benefit Fairs	Number of health benefit fairs attended at City of Creve Coeur (October 6, 2016)	1	Good experience. Increased employee familiarity.
457 Enrollments	Number of new enrollments into voluntary 457 plans	18	Reflects employees interest in investing more for their retirement security.
401(a) Enrollments	Number of new hires enrolled	14	Helping employees understand the benefit of a defined contribution plan.
457 Payroll Deferral Increase	Percentage of employees who increased contributions following meetings with RPA	27.5% Increase	*See note below...
Total Investment	Total balance of employee investments in plan at the beginning of contract, vs. today	19% Increase	**See note below...
Correspondence	Comments or emails from employees to RPA (if any)	Several	We have had very positive verbal feedback from retirement committee members, department leaders and several employees.
Training	Number of free retirement plan fiduciary trainings offered to Retirement Plan Advisory Committee meeting	2	Upcoming Trustee University 5/08/2017
RPA Advisory	Number of Retirement Plan Advisory Committee meetings attended	4	5/31/2016, 09/12/2016, 11/14/2016, 03/07/2017
SponsorPlus Reports	Number of SponsorPlus Scorecard investment reports provided	2	11/14/2016, 3/07/2017

*ICMA contributions were $6229.39/per pay period on 8/15/2016 and $11,166.65/per pay period on 3/15/2017 resulting in a 79% increase.
Voya contributions were $7950/per pay period on 8/10/2016 and $6905/per pay period on 3/13/2017 resulting in a 13% decrease.
The changes of deferrals is a result of the investment advice to the employees on where their deferrals are best suited for them based on their time horizons and risk tolerances.

**Total balance includes all 401(a) accounts and the ICMA/Voya 457 platforms. Total balance on 9/30/2016 was $8,879,285. Total balance on 3/27/2017 was $10,549,295. These totals includes contributions, loan repayments and investment results.

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

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

Meeting: 04/13/17 06:00 PM

DOC ID: 2393 A

DISCUSSION ITEM (ID # 2393)

Police

DEPARTMENT OF PUBLIC WORKS
OFFICE MEMO

DATE: April 5, 2017

TO: Mark Perkins, City Administrator

FROM: Jim Heines, Director of Public Works

SUBJECT: New Police Building Project Update

City Council approved a contract with ArchImages on Monday, February 13, 2017 for the design of a new Police building. Immediately after the approval, staff formed a work group made up of key personnel to assist Design Team to evaluate previous program studies and verify space needs.

After just a few meetings, the Design Team was able to adjust the square foot needs to be more in line with the Police Departments current needs as well as planning for future growth. This allowed for the building size to drop from approximately 28,000 SF to about 25,000 SF.

The Design Team met with the Facility Task Force, made up of Committee members representing specific Committees, Mayor Glantz, Councilman Faron, and staff members, on Thursday, March 30, 2017. They made a presentation to the Task Force regarding the process to date and other details as listed below:

- Proposed building size
- Orientation
- Site Concept Plan
- Estimated budget
- Schedule

Other topics that were included in the presentation and discussed by the Task Force included energy efficiency, art, and landscaping. A copy of the meeting minutes from Feb. 1, 2017 and March 30, 2017 attached for your convenience.

A similar presentation will be given to Council at the Work Session scheduled for Thursday, April 13, 2017. However, there will be more details available for discussion. Included in the Work Session packet is the presentation which includes a site concept plan, detailed cost estimate, and schedule. We will also discuss the Building Schematic Plan, what steps are next and how we plan to stay on track to meet our schedule.

MEETING SUMMARY

FACILITIES TASK FORCE

PUBLIC WORKS CONFERENCE ROOM
300 N NEW BALLAS ROAD, CREVE COEUR, MISSOURI 63141
WEDNESDAY, FEBRUARY 1, 2017 @ 5:30 PM

MEMBERS & STAFF

FRAN CANTOR
GEORGE DIRKERS
BETH KISTNER
RICHARD KOCH
RICHARD KUTTA
JOE MARTINICH
MARJORIE RICHTER
JEFF ROSENTHAL

MAYOR, BARRY GLANTZ
COUNCIL MEMBER, JAMES FARON
MARK PERKINS, CITY ADMINISTRATOR
JIM HEINES, DIRECTOR OF PUBLIC WORKS
GEORGE SEIFRIED, PROJECT MANAGER
PATTI HARE, ADMIN ASSISTANT

I. CALL MEETING TO ORDER AND ROLL CALL

Members present:
Fran Cantor
Beth Kistner
Dick Koch
Dick Kutta
Joe Martinich
Margie Righter
Jeff Rosenthal

Members absent:
George Dirkers

Councilman James Faron
Mayor Barry Glantz
Navigate Project Manager Todd Sweeney

Staff Present:
Mark Perkins. City Administrator
Jim Heines, PW Director
Glenn Eidman, Police Chief
George Seifried, Project Manager

Staff absent:
Patti Hare, Recording Secretary

Others Present:

Jess Witte, Arts Committee (attending for George Dirkers)

Mayor Glantz welcomed members and thanked all for participating in this endeavor. He introduced Todd Sweeney as our project manager and consultant on the project.

II. OLD BUSINESS

- None

III. NEW BUSINESS

- **Election of Chair and Vice-Chair**

Staff explained the responsibilities of these positions. It could be an 18 month assignment where the chair (vice-chair) would be responsible for coordinating agendas and running the Task Force meetings. By unanimous vote, Dick Kutta was appointed chair and Dick Koch as vice-chair of the Facilities Task Force.

- **Review Task Force Responsibilities and Duties**

Staff pointed out that each of the members were chosen for their experience on various Creve Coeur committees and boards. Referral was made to Resolution No. 1258 where it stated that the Task Force will provide input on key issues to the City Council throughout the planning stages of the new police building.

Upon the Architect's completion of the review of work completed during the Needs Assessment and a new Schematic Design based upon the program data, the Task Force will convene for a 30% review and discussion. At 60% the design would be presented to the Task Force again to review and to show how the project is progressing. There will be revised budget numbers and the Task Force will be asked for feedback if they feel the project is on the right track. The project manager stated that the Task Force will not be involved with the construction but will be notified on updates and significant changes. Staff restated that the most important thing will be to all work together to keep the project in budget and on time. Per the project manager, Navigate will own the scope, schedule and budget of the project.

- **Discuss RFQ Responses, Review Panel Process & Recommendation**

The city received 10 responses to the RFQ for Architectural Service to design the new Police Building. A review panel made up of staff members, the Mayor and several committee members evaluated the proposals and interviewed the top four firms. After the interviews it was determined that Archimages Inc. was the best firm to provide Architectural and Site Design services for the new Police Building. Staff and the Owner's Representative are currently working with Archimages to define the scope of services and associated cost. We plan to submit a recommendation to award a contract to Council at the February 13, 2017 meeting.

- **Review Architect's Scope of Services and Proposed Cost**

There was an extensive process for selecting the Owner's Agent and Architect for the project. The project manager explained the choice of the Architect. He provided documents to the members. The RFQ followed all of the state's statutes and all legal aspects. A required qualification process was used where the most qualified Architectural firm was chosen. Only after that could the City begin discussions regarding pricing. At that point a fair and equitable price would be negotiated, attached to the contract and forwarded to Council for approval.

- **Review Project Budget & Schedule**

This is a $7.4 million construction project and the design team will define the building which best meets the Police needs and functions. The previous work by Bond & Associates will be utilized and the team will be asked to evaluate and improve it. Wilson Estes is part of the design team and are experts in police buildings. Contract and fee negotiations are going on now through February 9, 2017. Council will have a contract with packets to go out on 2/9/17 with possible approval by February 13, 2017.

Scope of Services will include:

1. Architectural and interior design
2. Structural engineering
3. Mechanical engineering and plumbing
4. Landscape design to bridge both projects
5. Furniture selection
6. Signage for interior and exterior
7. Space planning
8. Code review
9. Sustainable Design
10. Low voltage design

A Task Force member was concerned about the lack of sustainability specifics in the documents and of a qualified LEED person on the team. The project manager assured the member that the LEED designer on the team had gone through all the training and testing required and is fully certified. The contract will include sustainability provisions. To confirm the importance of this, the team has been instructed to design to basic LEED Version 3 criteria and to track this with the standard LEED scoring matrix and to document as proof. It was suggested that there be consideration of solar panels, white / green roofs, passive heating and cooling, more ventilation and an IT room to be designed up front.

The project manager was concerned about the cost of detailed analyses on various aspects, and suggested this was not practical. However, the architect will be required to design a building to meet basic LEED Version 3 design criteria and track efforts made by each discipline.

The project manager went over the budget sheet and explained in detail the costs and the schedule of events. A Task Force member was concerned that landscaping is not shown as a budget item. It was explained that this does not appear on the general cost estimate at this stage of design, but will appear on the the concept design as a line item as more detailed plans and cost estimates are developed.

The incorporation of Art was also brought up. There will be a line item to include either interior / exterior art or both.

Although not part of the Architectural Services, Geotech is still identified in the budget in case more boring or additional studies are needed.

Each of the firms were asked what they thought the price of the building construction would be. They all stated amounts that were very close to our budget. The project budget is approximately $260 per sq. ft. for construction.

A question was asked regarding cost and authority to approve Change Orders. Staff explained that currently the City's purchasing policy allows the City Administrator to approve Change Orders that are up to 10% of the project cost or $50,000, whichever is less. If the Change Order exceeds the City Administrator's authority, we would evaluate how time sensitive it is and a special Council meeting may be called for approval.

For the 8-9 months staff has been in discussions with Ameren who is offering grants for energy efficiency. Their reimbursement program may be a means to be able to upgrade systems and equipment to a more efficient level. Once our architect is on board, discussions with Ameren will reconvene. It was recommended to make sure that the contract follows all grant requirements.

IV. OTHER BUSINESS

- **Tentative Dates for Future Task Force Meetings**

On February 15, Staff and the project manager will meet with the architect to go over the schedule. Task Force meetings will be scheduled at that time with the possible next meeting at the end of March or early April. The project manager stated that no design choices will be presented without costs. The schedule, cost and design come together. A (4) week notice will be given before a meeting can be scheduled. There will most likely be (4) meetings in total.

V. ADJOURNMENT – 6:45 p.m.

MEETING SUMMARY

FACILITIES TASK FORCE

COUNCIL CHAMBERS
300 N NEW BALLAS ROAD, CREVE COEUR, MISSOURI 63141
THURSDAY, MARCH 30, 2017 @ 5:30 PM

MEMBERS & STAFF

FRAN CANTOR
GEORGE DIRKERS
BETH KISTNER
RICHARD KOCH
RICHARD KUTTA
JOE MARTINICH
MARJORIE RICHTER
JEFF ROSENTHAL

MAYOR, BARRY GLANTZ
COUNCIL MEMBER, JAMES FARON
MARK PERKINS, CITY ADMINISTRATOR
JIM HEINES, DIRECTOR OF PUBLIC WORKS
GEORGE SEIFRIED, PROJECT MANAGER
PATTI HARE, ADMIN ASSISTANT

I. CALL MEETING TO ORDER AND ROLL CALL

Members present:
George Dirkers
Dick Koch
Dick Kutta (by phone)
Joe Martinich
Jeff Rosenthal

Members absent:
Fran Cantor
Beth Kistner
Margie Righter

Mayor Barry Glantz
Navigate Project Manager Todd Sweeney
Horner & Schifrin MEP, FP Brian Heideman
CEDC Principal Brandon Harp
Archimages Principal Gregg Garner - Interior Design Director & Leed Professional Marianne Maxvill

Council member absent:
James Faron

Staff Present:
Mark Perkins. City Administrator
Jim Heines, PW Director
Georg Seifried, Project Manager
Glenn Eidman, Police Chief

Staff absent:
Patti Hare, Recording Secretary

II. OLD BUSINESS

- None

III. NEW BUSINESS

- **Presentation by Archimages**

Introductions –

Mr. Garner presented members of the Design Team and had each explain their roles and responsibilities. A slide show presentation followed to simplify the flow of events.

Organizational Chart Reviews –
The organizational flow chart was reviewed. The team had 30 days to establish the framework for work flow on the development and was successful. They gathered information from outside sources such as MSD, IT, etc. which was communicated as part of the design. The Design Team was formed along with working in tandem required standards of CALEA and determine the specific needs of the Police.

Design Process Review –
Mr. Garner went over the process to be followed. Space needs study review started on February 21 with the Design Team meeting with the User Group to determine actual space needs and closely related operations. The team is fine tuning the schematic design, and site design to better meet the needs of the Police Department. Once the schematics/designs are completed and approved by the city, Archimages will begin drafting construction documents, and specifications for the bidding and construction of the project. The City as well as the Architect anticipate having this project out for bid by November 1, 2017

Schedule Review –
Mr. Garner presented a spreadsheet with detailed information and dates of what needs to be accomplished before November. There will be (3) more opportunities for the Task Force to meet in the next 3 months to make sure the project is on schedule and on budget.

Budget Review –
Mr. Sweeney from Navigate went over the budget in detail. He pointed out that a program statement was developed to identify specifics needs, such as square footage, number of cells, hallways, etc. After collecting all data, the square footage was set at approximately 25,000 sq. ft. which is less than originally planned. The budget is based on past experiences with similar police building developments. The figures are projections and will fluctuate. The functionality and safety/security of the building are the first priorities.

At this point the budget appears to be very tight. There will be some items that are placed in the bid document as an option such as covered parking for police cars and a Building Automation System. As the consultant gets further into the design, more accurate cost estimates will be developed and funding for these items may become available within the current budget.

Programming / Space –
A detailed spreadsheet was presented showing how the square footage was calculated. The interior space sizes may fluctuate some as the floor plans are developed. Revised spaces will be in response to available space and locating like operations in the same area or floor level.

Design Concept / Site –
Mr. Garner discussed the design elements the team had to research such as how will the project impact traffic on N New Ballas and Magna Carta. A list of important Elements to incorporate into the design include:
The site plan will address items such as: how the building will sit on the property, here the front entrance will be, water detention, parking for the public and police and the connection between the Government and the new building.

- Civil Design Standards

- Site Circulation
- Access
- Connectivity to the Government Center
- Accessibility/Grades
- Hardscape/Landscape
- Green/Park/Shade Features
- Public Art
- Lighting (Internal and External)
- Water Quality/Detention/Storm Water Collection System
- Signage (building and site)
- Color and Materials

Topics of Interest – Sustainability
Mr. Garner stated that they are not going for LEED certification for sustainability on this project; however, Archimages will follow the LEED check list throughout the design and construction phases to provide a sustainable approach. The discussion was then turned over to Ms. Maxvill. She informed the room that she will use a LEED scorecard checklist for tracking. Several potential credits have already been identified that can be used in various categories such as: site, water, atmosphere, indoor environmental quality and design. Areas of the project which will receive close attention are:

- Lighting, HVAC Solar, Geothermal
- Building Envelope
- Building Automation
- Equipment Life Cycles

Next Steps –
It was suggested that the next meetings go an extra hour for more in depth discussions. Mr. Garner stated that the (3) remaining dates need to be established to keep on schedule. Thursday, May 4 at 5:30 will be the next meeting. Tentative dates to be confirmed will be: Thursday, June 1 and Thursday, July 13, both meetings start at 5:30.

Artistic Elements Timeline Review-
Mr. Dirkers from the Arts Committee made his presentation and asked if it would be possible to get the community / local artists involved with artwork for the new building. The Arts Committee would like an independent space within the new building to utilize some murals, sculptures and paintings similar to what is currently in our local hospitals. The Consultant responded that some of these elements may be a possibility and detailed discussions on these topics would take place later as the project plans develop. For now there has been a $15,000 budget set for art and several locations on the site plan have been identified as potential locations for artwork.

IV. OTHER BUSINESS

- Dates for Future Task Force Meetings
  Thursday, May 4 – firm
  Thursday, June 1- tentative
  Thursday, July 13 – tentative

V. ADJOURNMENT
Meeting was adjourned at approximately 6:40 PM

City of Creve Coeur

Proposed Police Station

Council Work Session – 4/13/17

CITY OF CREVE COEUR, MO. • 1949 •

Archimages

architecture | interiors

AGENDA

April 13, 2017

ASK

LISTEN

RESPOND

Ai

Items for Discussion:

Introductions, Roles & Responsibilities

Organization Chart Review

Design Process Review

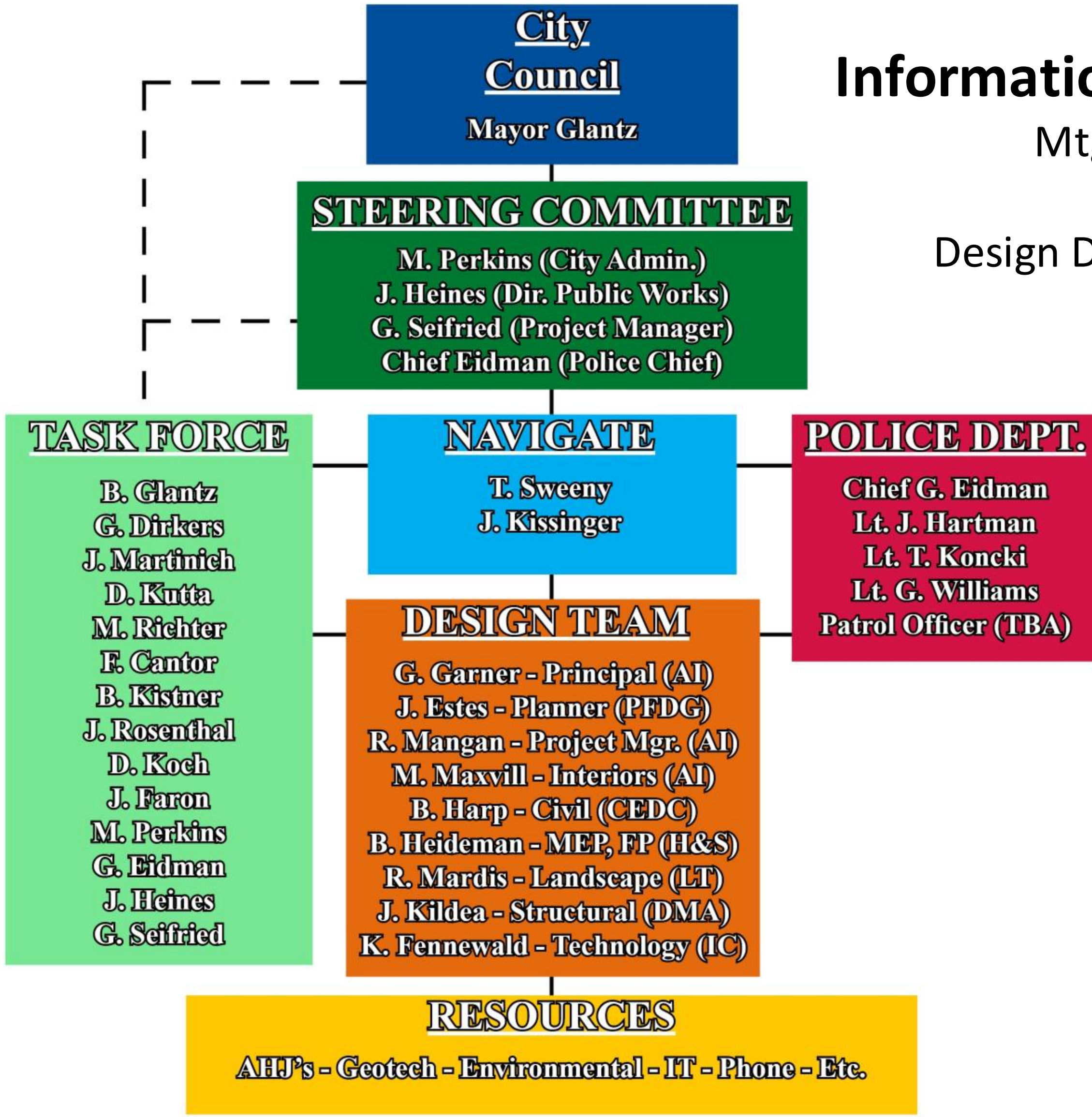
Schedule Review

Program/Design Concepts

Budget Review

Next Steps

ORGANIZATION

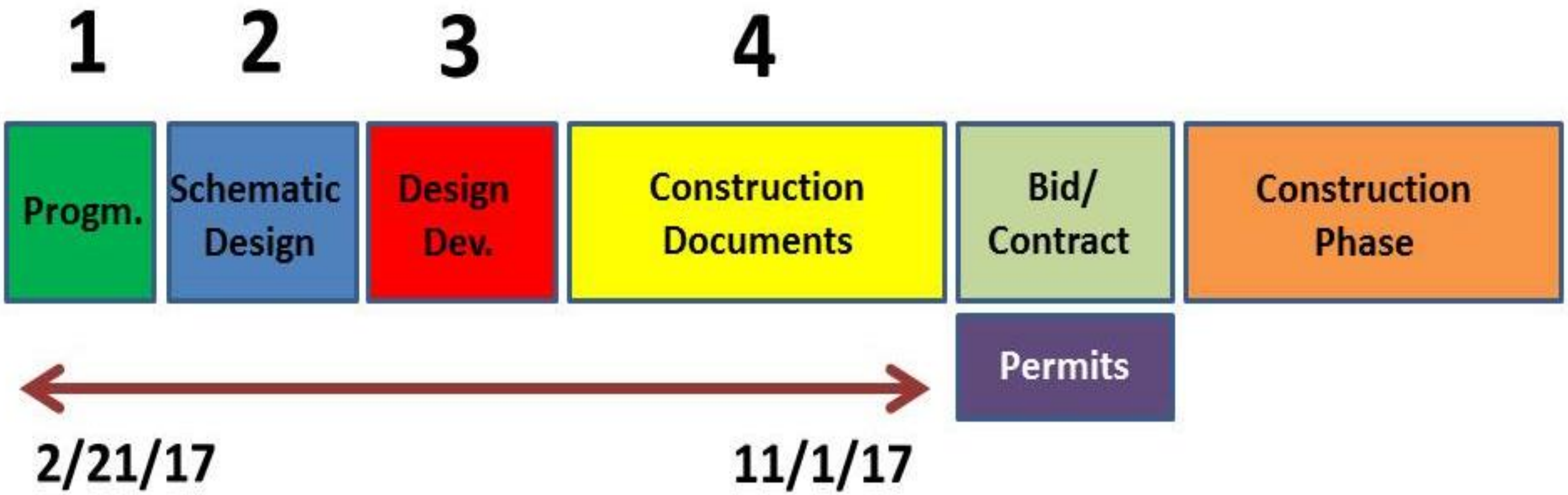


Information flow:

Mtg. minutes
Emails
Design Documents
Budgets
Schedules

Arts
Sustainability
Finance
P&Z
Storm Water
Beautification
Council

PROCESS

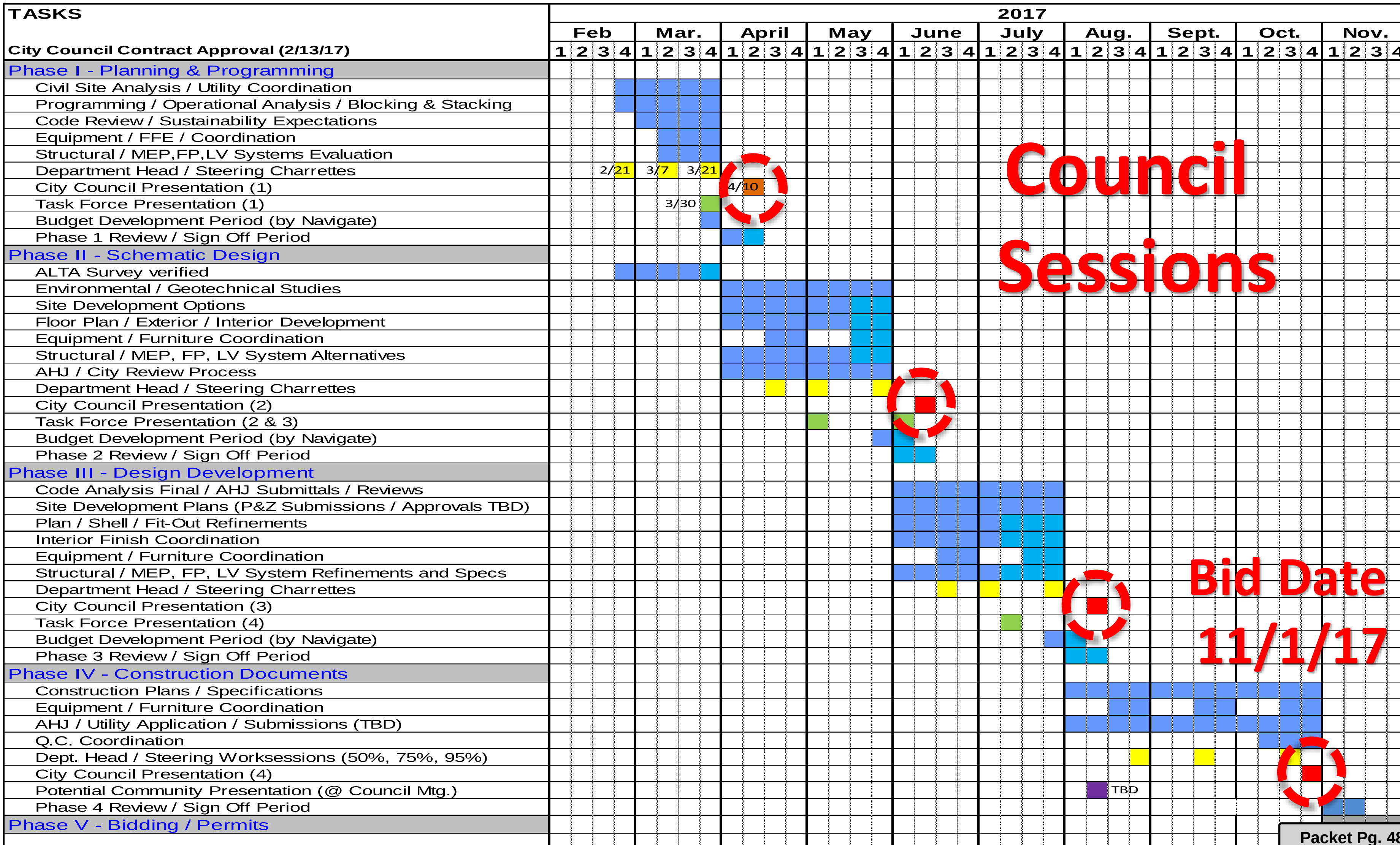


- Consistent attendance
- Active participation
- Efficient response, decisions
- Clear communication

Ai

SCHEDULE

City of Creve Coeur - Municipal Center



PROGRAMMING – BLDG.

3.d

CREVE COEUR REVISED POLICE FACILITY PROGRAM							
Initial Program dated June 24, 2016							
March 7, 2017							
Prior Name	New Name	Current Staff	Future Staff	Workstations	Occupants	Prior SF	New SF
Police Administration							
1 Police Chief	Police Chief	1		1	1	230	275
2 Chief's Administrative Assistant	Chief's Administrative Asst.	1		1	1	130	125
3 Chief's Conference Room	Chief's Conference Room			1	8	290	250
Administrative Support Services							
6 Sgt. Adm & Support Services	Administrative Services Captain	1		1	1	90	200
7 Sgt. Spec Projects	Lieutenant - CALEA	1		2	1	110	200
9 Support Svc Asst	Administrative Services Assistant	1		1	1	85	125
10 Records Associates	Records Clerks	2	1	3	3		
11 Records	Records Files					610	580
12 Copy/Print Room	Copy/Print Room					130	80
71 IT Office	IT Office			2	2	250	210
72 Server Room	Server Room					120	180
N/A	Fleet Management			1	1	0	125
64 Storage	Fleet Storage					160	140
Evidence							
36 Evidence Officer	Evidence Custodian	1		1	1		125
Toilet	Toilet						0
37 Evidence Processing	Officer [illegible]ecured [illegible]d. Prep, B&T						130
N/A	Evid. Custo[illegible]ed Processing						110
38 Evidence Lab	[illegible] Lab						150
39 Evidence Storage	Gener[illegible] Evidence [illegible]torage					1,190	560
	D[illegible]g Evidence Storage						140
	Firearms/ Cash Vault						130
	Large Evidence Storage						280
	Large Evidence Drops (2)						100
Continued							
Field Operations							
4 Lt. Police Ops CMDR	Police [illegible]eratio[illegible] Captai[illegible]	1		1	1	180	200
5 Lt. Police Field Ops CMDR	Lt. Police [illegible] Operations	1		1	1	180	200
31 Conference Room	Conference [illegible]m				6		200
Uniform Patrol							
15 Sgt's Office	N/A			3		400	0
32 Watch Commander's Office	Watch Command Sergeants	6		1	3	500	365
N/A	Patrol Officers	24				0	0
N/A	Relief Officers	2				0	0
N/A	Reserve Officer	1				0	0
33 Squad Room	Squad Room			1	25	730	550
35 Report Writing	Report Writing			1	4	180	160
48 Armory	Armory/ Gun Cleaning			1		130	110
N/A	Arsenal/ Ammunition Storage						90
Investigations							
19 Sgt./Supervisor	Sgt./Supervisor	1		1	1	140	150
	Future Private Office		1				125
20 Detectives	Detectives	5	1	7	6	780	785

Space Program

CREVE COEUR POLICE FACILITY FLOOR LEVEL PLACEMENT

Initial Program dated June 24, 2016

March 21, 2017

	Option 1		Option 2		Option 3 (Preferred)		
Police Administration	Upper Level	Lower Level	Upper Level	Lower Level	Upper Level	Lower Level	GSF
1 Police Chief	275		275		275		
2 Chief's Administrative Asst	125		125		125		
3 Chief's Conference Room	250		[illegible]50		250		
Administrative Support Services							899.795
6 Administrative Services Captain	200		[illegible]00		200		
7 Lieutenant - CALEA	200		200		200		
9 Administrative Services Assistant	125		125		125		
10 Records Clerks							
11 Records Files	580		580		[illegible]		
12 Copy/Print Room	[illegible]80		80		[illegible]80		
71 IT Office	[illegible]10		210		210		
72 Server Room			[illegible]80		180		
Fleet Management	[illegible]25				125		2353.31
64 Fleet Storage		140		140		140	193.802
Evidence							
36 Evidence Custodian		[illegible]25	125			125	
Toilet		0	0			0	
37 Officer Unsecured Evidence Prep. Bag & Tag		[illegible]	130			130	
Evidence Custodian Secured Processing		[illegible]10	110			110	
38 Evidence Lab		150	150			150	
39 General Evidence Storage		560	560			560	
Drug Evidence Storage		140	140			140	
Firearms/ Cash Vault		130	130			130	
Large Evidence Storage		280		280		280	
Large Evidence Drops (2)		100		100		100	2387.918

Page 1 of 4

Blocking

Stacking

Total Program:

25,187 SF

2 Story Facility

DESIGN CONCEPT - SITE












Design Elements:

- Civic (CV) Design Standards
- Orientation/Impact/Entry
- Circulation (public vs. police)
- Access (primary/secondary)
- Connectivity to City Hall
- Accessibility/Grades
- Hardscape/Landscape
- Green/Park/Shade Features
- Public Art (ext./int.)
- Lighting (site & building)
- Water Quality/Detention
- Signage (site & building)
- Color and Materials

DESIGN CONCEPT - SITE

TOPICS OF INTEREST

LEED 2009 for New Construction and Major Renovations
Project Checklist

Project Name
Date

Certified Level

Sustainable Sites — Possible Points: 26

Y	?	N				
Y			Prereq 1		Construction Activity Pollution Prevention	
			Credit 1		Site Selection	1
			Credit 2		Development Density and Community Connectivity	5
			Credit 3		Brownfield Redevelopment	1
★			Credit 4.1		Alternative Transportation—Public Transportation Access	6
★			Credit 4.2		Alternative Transportation—Bicycle Storage and Changing Roon	1
★			Credit 4.3		Alternative Transportation—Low-Emitting and Fuel-Efficient Ve	3
			Credit 4.4		Alternative Transportation—Parking Capacity	2
			Credit 5.1		Site Development—Protect or Restore Habitat	1
			Credit 5.2		Site Development—Maximize Open Space	1
★			Credit 6.1		Stormwater Design—Quantity Control	1
			Credit 6.2		Stormwater Design—Quality Control	1
			Credit 7.1		Heat Island Effect—Non-roof	1
★			Credit 7.2		Heat Island Effect—Roof	1
			Credit 8		Light Pollution Reduction	1

Water Efficiency — Possible Points: 10

Y	?	N			
Y			Prereq 1	Water Use Reduction—20% Reduction	
★			Credit 1	Water Efficient Landscaping	2 to 4
			Credit 2	Innovative Wastewater Technologies	2
★			Credit 3	Water Use Reduction	2 to 4

Energy and Atmosphere — Possible Points: 35

Y	?	N			
Y			Prereq 1	Fundamental Commissioning of Building Energy Systems	
Y			Prereq 2	Minimum Energy Performance	
Y			Prereq 3	Fundamental Refrigerant Management	
★			Credit 1	Optimize Energy Performance	1 to 19
			Credit 2	On-Site Renewable Energy	1 to 7
			Credit 3	Enhanced Commissioning	2
			Credit 4	Enhanced Refrigerant Management	2
			Credit 5	Measurement and Verification	3
★			Credit 6	Green Power	2

Materials and Resources — Possible Points: 14

Y	?	N			
Y			Prereq 1	Storage and Collection of Recyclables	
			Credit 1.1	Building Reuse—Maintain Existing Walls, Floors, and Roof	1 to 3
			Credit 1.2	Building Reuse—Maintain 50% of Interior Non-Structural Element	1
			Credit 2	Construction Waste Management	1 to 2
			Credit 3	Materials Reuse	1 to 2

Materials and Resources, Continued

Y	?	N			
★			Credit 4	Recycled Content	1 to 2
★			Credit 5	Regional Materials	1 to 2
			Credit 6	Rapidly Renewable Materials	1
			Credit 7	Certified Wood	1

Indoor Environmental Quality — Possible Points: 15

Y	?	N			
Y			Prereq 1	Minimum Indoor Air Quality Performance	
Y			Prereq 2	Environmental Tobacco Smoke (ETS) Control	
			Credit 1	Outdoor Air Delivery Monitoring	1
			Credit 2	Increased Ventilation	1
★			Credit 3.1	Construction IAQ Management Plan—During Construction	1
			Credit 3.2	Construction IAQ Management Plan—Before Occupancy	1
★			Credit 4.1	Low-Emitting Materials—Adhesives and Sealants	1
★			Credit 4.2	Low-Emitting Materials—Paints and Coatings	1
★			Credit 4.3	Low-Emitting Materials—Flooring Systems	1
			Credit 4.4	Low-Emitting Materials—Composite Wood and Agrifiber Product	1
★			Credit 5	Indoor Chemical and Pollutant Source Control	1
★			Credit 6.1	Controllability of Systems—Lighting	1
★			Credit 6.2	Controllability of Systems—Thermal Comfort	1
★			Credit 7.1	Thermal Comfort—Design	1
★			Credit 7.2	Thermal Comfort—Verification	1
			Credit 8.1	Daylight and Views—Daylight	1
			Credit 8.2	Daylight and Views—Views	1

Innovation and Design Process — Possible Points: 6

Y	?	N			
★			Credit 1.1	Innovation in Design: Specific Title	1
			Credit 1.2	Innovation in Design: Specific Title	1
			Credit 1.3	Innovation in Design: Specific Title	1
			Credit 1.4	Innovation in Design: Specific Title	1
			Credit 1.5	Innovation in Design: Specific Title	1
			Credit 2	LEED Accredited Professional	1

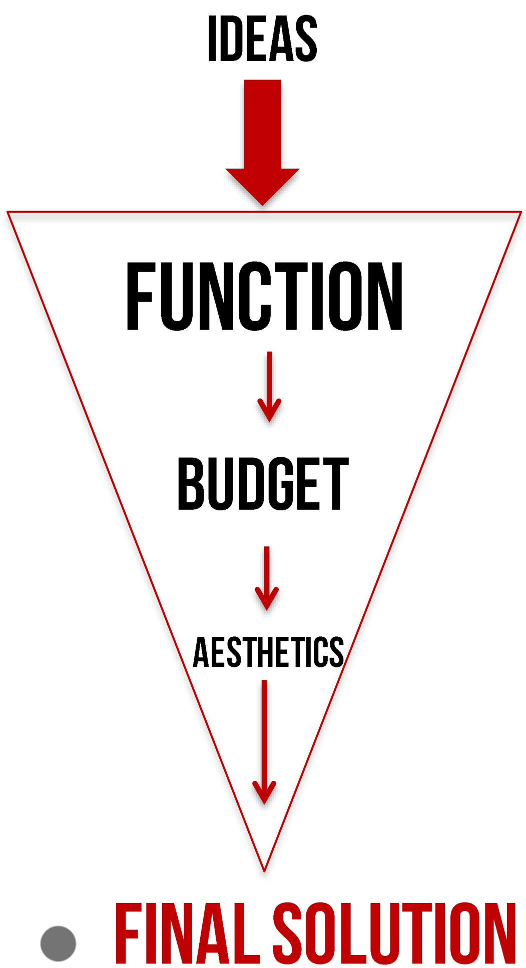
Regional Priority Credits — Possible Points: 4

Y	?	N			
			Credit 1.1	Regional Priority: Specific Credit	1
			Credit 1.2	Regional Priority: Specific Credit	1
			Credit 1.3	Regional Priority: Specific Credit	1
			Credit 1.4	Regional Priority: Specific Credit	1

Total — Possible P

Certified 40 to 49 points   Silver 50 to 59 points   Gold 60 to 79 points   Pl

BUDGET



Budget Format

Building:	$ 5,739,860.00
Sitework:	$ 1,295,467.00
Contractor GC & OH:	$ 984,945.00
Design/Const. Contingency	$ 787,780.00
	$ 8,808,052.00
Soft Costs:	$ 1,881,948.00
Total:	**$10,690,000.00**

Includes:	$ 15,000	Public Art
	$105,000	Landscape/Irrigation
Bid Alternates:	$ 75,561	Bldg. Automation
	$144,000	Covered Parking

NEXT STEPS

1. Programming Phase - **Complete**
2. Schematic Design Phase – **Underway (6/1/17)**
    - Floor plan options
    - Exterior Massing/Materials
    - Site design criteria (MSD)
    - Systems Evaluations
    - Budget/Schedule Coordination

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