



**WORK SESSION MEETING
AGENDA
CITY OF CREVE COEUR
CITY COUNCIL
300 NORTH NEW BALLAS RD
AUGUST 9, 2021
6:00 PM**

CALL TO ORDER

ROLL CALL

DISCUSSION ITEMS

- 1. Approval of June 28, 2021 City Council Work Session Meeting Minutes**
- 2. Government Center Renovation Project Discussion and Ice Arena Refrigerant Update**
Summary: Discuss the Government Center Renovation project and staff's recommendations. Provide an update on the status of the Ice Arena Refrigerant Conversion project.

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 08/5/2021
Deborah Ryan, MPCC
City Clerk



**WORK SESSION MEETING
MINUTES
CITY OF CREVE COEUR
CITY COUNCIL
300 NORTH NEW BALLAS RD
JUNE 28, 2021
6:00 PM**

CALL TO ORDER

A regular meeting of the City Council of the City of Creve Coeur was called to order by Mayor Glantz at the City Council Chamber, 300 North New Ballas Rd, City of Creve Coeur Government Center, Creve Coeur, MO 63141 on Monday, June 28, 2021 at 6:00 PM.

ROLL CALL

Council Member, Ward 1 Heather Silverman
Council Member, Ward 1 Mark Manlin – Via Zoom
Council Member Ward 2 Nicole Greer
Council Member, Ward 3 Alice Benner – Via Zoom
Council Member, Ward 2 Tim Carney
Council Member, Ward 3 David Hoffman
Council Member Ward 4 Dan Tierney
Council Member, Ward 4 Joseph Martinich

DISCUSSION ITEMS

1. Approval of May 24, 2021 City Council Work Session Meeting Minutes

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	David Hoffman, Council Member, Ward 3
SECONDER:	Heather Silverman, Council Member, Ward 1
AYES:	Carney, Hoffman, Tierney, Martinich, Silverman, Manlin, Greer, Benner

The vote on the motion being 8 ayes and 0 nays, motion carried.

2. Millennium Park Master Plan Review

Scott Emmelkamp of Planning Design Studio reviewed the three different phases and focused on the second design for cost and amenities. (Exhibit A)

Council Member Martinich asked if the sports fields were eliminated.

Scott Emmelkamp stated yes.

Council Member Martinich asked how much play/use do the current fields get.

Jason Valvero stated very little.

Council Member Martinich stated \$2.3 million is a lot of money.



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Scott Emmelkamp stated the safety surface and replacing the play equipment is the largest cost.

Council Member Silverman asked what was the cost of the current equipment.

Jason Valvero stated the current equipment was installed in 2002 and has reached its lifespan.

Council Member Martinich asked the if there are other Ninja courses in the area and how much as they used and does it conflict with the small children's areas.

Scott Emmelkamp stated it is very popular and the city of Hazelwood has a similar area and it is separated from the smaller child area so there isn't any conflict.

Council Member Tierney stated he likes the lake feature and asked how would the water get there.

Scott Emmelkamp stated that would be decided in the planning stages but likely a storm water runoff area would be diverted to fill the lakes.

Council Member Carney stated there are only seventy parking spaces and asked if the same amount of spaces will remain after the redesign of the area.

Scott Emmelkamp stated yes.

Council Member Martinich asked how will the new splash area get shade.

Scott Emmelkamp stated fabric structures.

Council Member Martinich asked how long would fabric last.

Scott Emmelkamp stated that would be another area to consider during the planning stages and how well the item will be maintained by the city.

Council Member Tierney asked how much public input was received during this process.

Scott Emmelkamp stated the city received 219 responses to the questionnaires that were sent out.

Council Member Tierney asked what is the most requested item.

Scott Emmelkamp stated trails.

Council Member Tierney stated if trails were the most requested item, then why is that last to complete in the plan.



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Council Member Benner asked what the age groups for the play structures will be geared to.

Scott Emmelkamp reviewed the type of structures and ages groups.

Council Member Manlin asked of the implied liability with the ninja equipment.

Mark Perkins stated the city generally has coverage for those types of accidents.

Council Member Tierney asked if in the information received, was an amphitheater something the citizens wanted.

Jason Valvero stated the PHP members thought it would be a good use of space and funding.

David McCoy stated the PHP voted on what plan they thought was best and agrees that some of the other features of the plan should come before redoing the current features.

Rupi Pujji stated she agrees with David McCoy's statement.

Nancy Allen stated she is less impressed with the amphitheater and stated the PHP worked hard on the plan and what is being presented here tonight is a lot less than what was discussed at the last meeting among members. Would like to see a larger yard for the Tappmeyer House and residents are not happy with the proposed connector trail to the park.

Mayor Hoffman stated there is a large elevation difference in that area to get that connector trail established.

Council Member Martinich thanked David McCoy and members for their work on this project.

Adjourn at 6:52 pm

RESULT:	ITEM DISCUSSED
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City Council
300 North New Ballas Rd
Creve Coeur, MO 63141

Meeting: 08/09/21 06:00 PM
Department: Public Works Department
Category: Discussion
Prepared By: Jim Heines
Department Head: Jim Heines

SCHEDULED

STAFF REPORT

Government Center Renovation Project Discussion and Ice Arena Refrigerant Update

Discuss the Government Center Renovation project and staff's recommendations.
Provide an update on the status of the Ice Arena Refrigerant Conversion project.



DEPARTMENT OF PUBLIC WORKS OFFICE MEMO

DATE: August 2, 2021
TO: Mark Perkins, City Administrator
FROM: Jim Heines, Director of Public Works
SUBJECT: Government Center Renovation Project

Building History

The Creve Coeur Government Center building at 300 North New Ballas Rd. was originally built in or around 1951 as Weber Elementary School. The original building was a rectangular shape 60' x 120'. Over the years there were six additions to the school building, most of which to add a gymnasium, a cafeteria (now the Multi-purposed Room), and several wings on the building for additional classrooms.

In 1987, the city purchased the property from Parkway School District and completed a major renovation of the building to serve as a Government Center. The building was occupied by the city upon completion in the summer of 1989.

The city added a gun range and sally port for the police department in 1995. The emergency generator was also upgraded to support the entire building a few years later through an Emergency Services grant.

Since the renovation and addition projects were completed over 25 years ago, the city has made infrastructure improvements as systems reached their service life and began to fail. Those improvements include:

- Cooling tower replacement in 2009
- Boiler replacement 2013
- New Water Service Line 2016
- Variable Frequency Drive Pump on HVAC system 2017
- Electrical Panel replacement 2021
- Numerous HVAC Glycol piping repairs

2014 Space Needs Study & Building Analysis

In 2014 the city contracted with Bond Architects to conduct a space needs study for the Government Center and Police. The study revealed that the available space in the Government Center was not adequate to house Government Center, Community Service, and Police operations.

Bond Architects was then requested to develop options with associated costs for the city which ranged from raising the existing Government Center and building an all new building to making minor renovations to the existing building. At the same time that this second phase of the study was taking place, a Citizen Task Force was assembled to help guide the project.

After a year and a half of research and development from April 2014 through October 2015 the final recommendations were recommended to Council. This included the following two-phase plan:

- Construction of a new 25,000 square foot Police Station north of the Government Center;
- Once the Police building was constructed the city would complete a renovation of the Government Center.

A concept plan of Government Center spaces was developed during this phase and is attached for your convenience. In this concept plan, the Council Chambers/Court Room, Lobby, Multi-Purpose Room and the Gymnasium were to remain in place but would require significant renovations for continued use.

Some of the biggest changes proposed in the study involve moving the Public Works/Community Development staff to the north wing on the second level. By relocating these staff members to a larger space, it would provide adequate room for the PW/CD operations.

The 2014 needs analysis is available on the city's website,

<https://www.crevecoeurmo.gov/765/Police-and-Government-Center-Needs-Analy>

Funding Sources

The Council successfully pursued a Bond issue with the voters in the amount of \$10,690,000 to fund the Police Building. A portion of the Bond proceeds (\$521,059) was reserved for improvements at the Government Center related to Safety, Security, and ADA compliance.

Upon completion of the construction of the Police Building in August 2019 the final change order reflected a surplus budget for the project, \$670,769. Staff proposes utilizing this surplus funding for additional Security, Safety and ADA compliance construction for the Government Center renovation project.

The City Council has also set aside \$2 million in fund balance for city facility needs and the Government Center in particular. A summary of identified funding for renovation of the Government Center is as follows:

<u>Funding source</u>	<u>Amount</u>
Reserve Bond Funding	\$ 521,059
Remaining Police Building Construction Funds	\$ 670,769
<u>City Reserve Funding</u>	<u>\$2,000,000</u>
Total	\$3,191,828

Potential funding may also become available through the ARRA program sponsored by the Federal Government to help local government agencies recover from the lost revenues caused by the COVID 19 Pandemic, although final rules on the use of such funds are not yet available.

Next Steps

Previous studies and assessments have allowed the city to determine space needs and develop a concept plan for the Government Center. However, the concept plan will need to be updated to address the current needs of the city.

Although city staff has investigated several options regarding the design and construction of the renovation improvements, we feel that our first step should be to contract with a Project Management firm to be involved from the beginning of the project.

A Project Management firm was used for the Police Station project, and we found their services to be an important component to the overall success of the project. Tasks for the project manager include:

- Develop a project budget and detailed cost estimates.
- Draft a Design Service RFQ, provide feedback on RFQ respondents, help negotiate pricing for design services.
- Assist with design process and correspond with Design Consultant.
- Assist with construction bidding and provide assistance during contract award.
- Provide daily Project Management and quality control throughout the construction of the project while closely monitoring the budget.
- Review Change Orders and negotiate pricing.
- Hold regular meetings with the General contractor and subcontractors.
- Provide regular status reports and budget updates to City staff and Council.

A Project Management firm will have skilled staff experienced in building renovation projects and will be able to assist the city in making educated decisions on the design and construction methods. They will also be able to help with the RFQ process for architectural services, develop specification standards, construction bidding, day to day project management and quality control of the construction phase.

In summary, our experience with utilizing a consultant for Project Management services has been quite successful and a significant value to the city. As a result, we propose to hire a project manager as the next step in the process.

Task Force

It may also be helpful to establish a task force to not only make recommendations on the government center renovation process, but also on other upcoming facilities issues, including the ice arena project.