



**Finance Committee
Committee Meeting Agenda
March 5, 2019
5:30 PM
Administrative Conference Room
300 N New Ballas Rd**

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Minutes**

Approval of November 6, 2018 Finance Committee Meeting Minutes

Approval of November 13, 2018 Finance Committee Meeting Minutes

5. Reports

Chairperson

Audit Committee

Pension Board

Building Task Force

Council Liaison

Staff

A. Court Budget for Consolidation

6. Unfinished Business

7. New Business

Overview to 5 Year CIP

Discussion of Financial Taskforce's Progress

Rank Follow Up Questions

2nd Quarter Financial Report

Golf Cart Lease vs. Purchase 2019

Energy Star Report



**Finance Committee
Committee Meeting Agenda
March 5, 2019
5:30 PM
Administrative Conference Room
300 N New Ballas Rd**

8. Other Business

FY19 Meeting Schedule

9. Public Comments

10. Adjourn



**Finance Committee
Committee Meeting Minutes
November 6, 2018
5:30 PM
Dielmann Meeting Room 2
300 N New Ballas Rd**

1. Call to Order

2. Roll Call

Richard Kutta	Vice-Chairperson	
Larry Potashnick	Board Member	(Absent)
Ronald Abeles	Board Member	(Absent)
Marjorie Richter	Board Member	
Adam Shulenburg	Chairperson	
Phillip Hellwege	Chairman	
Tim Fogerty	Board Member	
Lori Obermoeller	Director of Finance	
Debbie Loso	Assistant	
Sharon Stott	Assistant City Administrator	
Heather Silverman	Council Liaison	
Chris Tumbarello	IT Coordinator	
Tracy Brothers	Finance Clerk	

3. Approval of Agenda

Approval of Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Richard Kutta, Vice-Chairperson
SECONDER:	Phillip Hellwege, Chairman
AYES:	Kutta, Richter, Shulenburg, Hellwege, Fogerty
ABSENT:	Potashnick, Abeles

4. Approval of Minutes

Approval of October 9, 2018 Finance Committee Meeting Minutes

Mr. Shulenburg asked to have Mr. Hellwege's title of Chairman changed to Chairperson to be consistent.

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Phillip Hellwege, Chairman
SECONDER:	Marjorie Richter, Board Member
AYES:	Kutta, Richter, Shulenburg, Hellwege, Fogerty
ABSENT:	Potashnick, Abeles

5. Reports

Chairperson



**Finance Committee
Committee Meeting Minutes
November 6, 2018
5:30 PM
Dielmann Meeting Room 2
300 N New Ballas Rd**

The Committee discussed the term limits of the members serving on the Audit Committee and when to appoint new members. Suggestion was made to appoint new member for the Finance Task Force if current members are not able to attend all the meetings.

Mr. Shulenburger will touch base with Mr. Abeles to confirm his interest and comment to attend the Task Force meetings.

Audit Committee

The Audit Committee has not met since the last Finance Committee meeting.

Pension Board

No report Liaison for Pension Board was absent from meeting.

Building Task Force

No report from Liaison.

Council Liaison

No report from Liaison.

Staff

No report from Staff.

6. New Business

IT Security and Back Up Plan

Mr. Tumbarello, IT Coordinator for the City presented the Committee with the security and backup policy for the City's computers and software. Mr. Tumbarello discussed security of information coming into the out of the City and the retention policy for backups, where and how the information is stored. He also discussed the different security and policies for the various departments using the City's software. Mr. Tumbarello stated the information back up to the Cloud is stored in three different locations within the United States. The City works with Winning Technology who provides assistance to the IT Coordinator three days a week for projects and other areas as needed.

1st Quarter Financial Report

Ms. Obermoeller reviewed the 1st Quarter Financial report with the Committee. Over all the General Fund revenues are up over last fiscal year. There is an increase in utility revenues and paid court fines The City received a SLAIT reimburse for the third year in a row which was received earlier this year than in the past years. Expenses are up due to paying out the pension contribution in the first quarter where last year it was paid in the second quarter.

The Committee discussed how the City reviews the sales tax received and if we are receiving the correct portion of the sales tax. Ms. Obermoeller stated she does do an audit on the sales tax and the business's in the City.

Minutes Acceptance: Minutes of Nov 6, 2018 5:30 PM (Approval of Minutes)



**Finance Committee
Committee Meeting Minutes
November 6, 2018
5:30 PM
Dielmann Meeting Room 2
300 N New Ballas Rd**

FY18-14 Budget Vs. Actual

The Committee discussed the FY18-14 Budget vs. Actual report. The Committee wanted to review this information to have a better view of how well the City meets its original budget compared to the actual revenue and expenditures.

Task Force Mission Statement and Questions

Mr. Shulenburg outlined to the Committee how the Task Force decided to proceed reviewing the City's expenditures. The Task Force put together the order in which to meet with individual departments. The Task Force is wanting to put together questions to ask all the departments and they are wanting suggestions from the Finance Committee. The Committee needs to submit their recommended questions to Mr. Shulenburg or Ms. Obermoeller by tomorrow November 7, 2018 by 5 p.m. They would like to have a Mission Statement in case questions arise.

7. Unfinished Business

8. Other Business

FY19 Approve Meeting Schedule

Mr. Shulenburg discussed with the members changing the time of the Finance Committee meetings to 4:30 PM instead of 5:30 PM. The Committee decided to tentatively hold an additional meeting January 15, 2018 at 4:30 PM to discuss the results of the Task Force.

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Kutta, Richter, Shulenburg, Hellwege, Fogerty
ABSENT:	Potashnick, Abeles

9. Public Comments

10. Adjourn

Motion to Adjourn

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Richard Kutta, Vice-Chairperson
SECONDER:	Tim Fogerty, Board Member
AYES:	Kutta, Richter, Shulenburg, Hellwege, Fogerty
ABSENT:	Potashnick, Abeles

Minutes Acceptance: Minutes of Nov 6, 2018 5:30 PM (Approval of Minutes)



**Finance Committee
Committee Meeting Minutes
November 13, 2018
4:00 PM
Administrative Conference Room
300 N New Ballas Rd**

1. Call to Order

2. Roll Call

Richard Kutta	Vice-Chairperson	
Larry Potashnick	Board Member	(Absent)
Ronald Abeles	Board Member	
Marjorie Richter	Board Member	
Adam Shulenburg	Chairperson	
Phillip Hellwege	Board Member	
Tim Fogerty	Board Member	
Lori Obermoeller	Director of Finance	
Heather Silverman	Council Liaison	
Debbie Loso	Assistant	
Tracy Brothers	Finance Clerk	

3. Approval of Agenda

Motion to Approve Agenda

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Kutta, Vice-Chairperson
SECONDER:	Phillip Hellwege, Board Member
AYES:	Kutta, Abeles, Richter, Shulenburg, Hellwege, Fogerty
ABSENT:	Potashnick

4. New Business

Appoint member to Finance Task Force

Mr. Kutta nominated Mr. Fogerty to the Finance Task Force to replace Mr. Abeles who is unable to attend the meetings at this time. Mr. Hellwege motioned to accept the nomination with Mr. Abeles seconding the motion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Phillip Hellwege, Board Member
SECONDER:	Ronald Abeles, Board Member
AYES:	Kutta, Abeles, Richter, Shulenburg, Hellwege, Fogerty
ABSENT:	Potashnick

5. Unfinished Business

6. Other Business



**Finance Committee
Committee Meeting Minutes
November 13, 2018
4:00 PM
Administrative Conference Room
300 N New Ballas Rd**

7. Public Comments

8. Adjourn

Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Kutta, Phillip Hellwege
AYES:	Kutta, Abeles, Richter, Shulenburg, Hellwege, Fogerty
ABSENT:	Potashnick

Minutes Acceptance: Minutes of Nov 13, 2018 4:00 PM (Approval of Minutes)

Court Budget with 4 Cities (using 2 Year Average)

BUDGET WORKSHEET -MUNICIPAL COURT	Current Budgets				
	Creve Coeur	T&C	Frontenac	Ladue	Total
ACCOUNT DESCRIPTION	2019 Budget	2019 Budget	2019 Budget	2019 Budget	2019 Budget
SALARIES & BENEFITS	192,200	173,604	78,722	96,058	540,583
SALARIES-PERM. EMPLOYEES	126,360	109,668	58,608	59,249	353,885
SALARIES-TEMP. EMPLOYEES	\$0				-
Municipal Judge - Included in Professional Services					
Provisional Judge - Included in Professional Services					
OVERTIME	8,500	8,500		3,000	20,000
VACATION PAY	2,469				2,469
LONGEVITY PAY	2,304				2,304
PROVISION FOR SALARY ADJUSTMENT	2,940	4,387			7,327
HOSPITAL AND MEDICAL INSURANCE	5,745	11,273	9,100	19,647	45,765
DENTAL INSURANCE	337	1,780	955	1,318	4,390
VISION INSURANCE	-	-	-	215	215
GROUP LIFE INSURANCE	490	347		92	929
ACCIDENTAL DEATH INSURANCE	98				98
DISABILITY INSURANCE	393	691		201	1,285
SOCIAL SECURITY CONTRIBUTION	10,907	9,375	4,484	4,762	29,528
PENSION CONTRIBUTION 11.9%	27,090	18,906	3,817	5,706	55,519
WORKERS COMPENSATION	4,567	3,677	1,758	1,867	11,869
TUITION REIMBURSEMENT	-	5,000			5,000
PROFESSIONAL SERVICES	26,915	25,896	12,000	9,000	73,811
Court Appointed Attorney Fees, Intrepret	3,315	1,000			
Municipal Judge and Provision Judge	23,600	24,896	12,000	9,000	
TECHNICAL AND PERSONAL SERVICES	15,774	12,996	8,350	7,103	44,223
REJIS Subscription Fee	15,774	12,996	8,350	7,103	
Creve Coeur Space					
OFFICE EQUIPMENT MAINTENANCE	4,620	5,000	1,200	220	11,040
Copier/Fax Lease. Monthly lease, overage	4,620	-	-		
Tablet				220	
EDUCATION AND TRAINING	3,189	3,129	2,375	2,400	11,093
Training fees for Municipal Judge & Court	3,189	3,129	2,375	2,400	
DUES, MEMBERSHIPS & SUBSCRIPTIONS	450	200	225	325	1,200
MSLACA & MACA Dues	450	200	225	325	
National Assoc. for Court Administrator					
GENERAL SUPPLIES	2,040	1,100	900	2,800	6,840
Office/Computer Supplies, Postage, Unifc	2,040	1,100	900	2,800	
EQUIPMENT	1,000	450	220	500	2,170
Misc. Equipment	1,000			500	
BUILDING	-	450	220	-	670
Renovations					
(Includes Furniture & Equipment)					
GRAND TOTALS	246,188	222,825	104,212	118,406	691,630
SUMMARY					
Salaries & Wages	142,573	122,555	58,608	62,249	385,985
Benefits	49,627	51,049	20,114	33,809	154,598
Contractual/Services	50,948	47,221	24,150	19,048	141,367
Commodities	2,040	1,100	900	2,800	6,840
Capital	1,000	900	440	500	2,840
	246,188	222,825	104,212	118,406	691,630

Consolidated Budgets (Used 2 Year Average)	Creve Coeur	T&C	Frontenac	Ladue	Total
	2019 Budget	2019 Budget	2019 Budget	2019 Budget	2019 Budget
	186,859	154,225	82,677	88,837	512,597
	126,360	109,668	58,608	59,249	353,885
	\$0				-
	4,065	3,344	1,410	1,181	10,000
	2,469				2,469
	2,304				2,304
	2,940	4,387			7,327
	5,748	11,496	10,608	16,008	43,860
	264	264	492	756	1,776
	-	-	-	-	-
	480	417	223	225	1,345
	88	77	41	41	248
	379	329	176	178	1,062
	10,568	8,981	4,591	4,623	28,763
	27,090	9,274	4,741	4,774	45,880
	4,103	3,489	1,786	1,801	11,180
		2,500			2,500
	26,915	25,896	12,000	9,000	73,811
	3,315	1,000			
	23,600	24,896	12,000	9,000	
	18,701	15,404	9,365	7,954	51,423
	15,774	12,996	8,350	7,103	
	2,927	2,408	1,015	851	
	1,878	1,545	651	546	4,620
	1,878	1,545	651	546	
	3,189	3,129	2,375	2,400	11,093
	3,189	3,129	2,375	2,400	
	261	252	181	175	869
	200	200	160	160	
	61	52	21	15	
	2,032	1,672	705	591	5,000
	2,032	1,672	705	591	
	203	167	71	59	500
	203	167	71	59	
	2,439	2,006	846	709	6,000
	2,439	2,006	846	709	
	242,477	204,296	108,871	110,269	665,913
	138,138	117,398	60,018	60,430	375,985
	48,721	36,826	22,659	28,406	136,612
	50,944	46,226	24,572	20,074	141,816
	2,032	1,672	705	591	5,000
	2,642	2,173	917	768	6,500
	242,477	204,296	108,871	110,269	665,913

Budgets with 5 Employees (Used 2 Year Average)	Creve Coeur	T&C	Frontenac	Ladue	Total
	Budget	Budget	Budget	Budget	Budget
	175,468	144,339	60,866	50,993	431,666
	119,875	98,609	41,582	34,837	294,904
	4,065	3,344	1,410	1,181	10,000
	1,016	836	353	295	2,500
					-
	3,596	2,958	1,247	1,045	8,847
	15,492	12,744	5,374	4,502	38,112
	722	594	250	210	1,776
	-	-	-	-	-
	456	375	158	132	1,121
	84	69	29	24	206
	360	296	125	105	885
	9,834	8,090	3,411	2,858	24,193
	14,227	11,703	4,935	4,135	35,000
	3,708	3,050	1,286	1,078	9,122
	2,032	1,672	705	591	5,000
	26,915	25,896	12,000	9,000	73,811
	3,315	1,000			
	23,600	24,896	12,000	9,000	
	18,701	15,404	9,365	7,954	51,423
	15,774	12,996	8,350	7,103	
	2,927	2,408	1,015	851	
	1,878	1,545	651	546	4,620
	1,878	1,545	651	546	
	4,512	3,712	1,565	1,311	11,100
	4,512	3,712	1,565	1,311	
	366	301	127	106	900
	366	301	127	106	
	2,032	1,672	705	591	5,000
	2,032	1,672	705	591	
	203	167	71	59	500
	203	167	71	59	
	-	-	-	-	-
	-	-	-	-	-
	230,075	193,035	85,350	70,559	579,020
	128,553	105,747	44,592	37,359	316,251
	46,915	38,592	16,274	13,634	115,415
	52,372	46,857	23,709	18,917	141,854
	2,032	1,672	705	591	5,000
	203	167	71	59	500
	230,075	193,035	85,350	70,559	579,020

Budgets with 4.5 Employees (Used 2 Year Average)	Creve Coeur	T&C	Frontenac	Ladue	Total
	Budget	Budget	Budget	Budget	Budget
	149,653	123,104	51,912	43,491	368,159
	95,900	78,887	33,266	27,870	235,923
	5,707	4,695	1,980	1,659	14,040
	4,065	3,344	1,410	1,181	10,000
	1,016	836	353	295	2,500
					-
	2,877	2,367	998	836	7,078
	13,156	10,822	4,563	3,823	32,364
	615	506	213	179	1,512
					-
	364	300	126	106	897
	67	55	23	20	165
	288	237	100	84	708
	8,382	6,895	2,907	2,436	20,620
	12,195	10,031	4,230	3,544	30,000
	2,989	2,459	1,037	869	7,353
	2,032	1,672	705	591	5,000
	26,915	25,896	12,000	9,000	73,811
	3,315	1,000			
	23,600	24,896	12,000	9,000	
	18,701	15,404	9,365	7,954	51,423
	15,774	12,996	8,350	7,103	
	2,927	2,408	1,015	851	
	1,878	1,545	651	546	4,620
	1,878	1,545	651	546	
	3,658	3,009	1,269	1,063	9,000
	3,658	3,009	1,269	1,063	
	293	241	102	85	720
	293	241	102	85	
	1,626	1,338	564	473	4,000
	1,626	1,338	564	473	
	203	167	71	59	500
	203	167	71	59	
	-	-	-	-	-
	-	-	-	-	-
	202,927	170,703	75,933	62,670	512,233
	109,566	90,128	38,006	31,841	269,541
	40,087	32,976	13,905	11,650	98,618
	51,445	46,094	23,387	18,648	139,574
	1,626	1,338	564	473	4,000
	203	167	71	59	500
	202,927	170,703	75,933	62,670	512,233

(3,711)	(18,529)	4,659	(8,136)	(25,717)
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(16,113)	(29,789)	(18,861)	(47,846)	(112,609)
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(43,261)	(52,122)	(28,279)	(55,736)	(179,397)
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Creve Coeur Space Fee

- Office Space Lease
- Financial Processing
- Payroll Processing
- Legal Fees
- IT Support
- Audit Fees
- HR Fees
- Shredding Services
- Telephone Fees

TICKETS FILED	FY16	FY17	FY18	3 Year Average	2 Year Average	1 Year Average
CREVE COEUR	7,604	4,193	4,764	44.65%	40.65%	41.52%
T&C	4,443	3,363	4,005	31.85%	33.44%	34.91%
FRONTENAC	1,419	1,517	1,590	12.20%	14.10%	13.86%
LADUE	1,587	1,489	1,114	11.30%	11.81%	9.71%
	15,053	10,562	11,473	100.00%	100.00%	100.00%

BUDGET WORKSHEET -MUNICIPAL COURT	Current Budgets			
	Creve Coeur	T&C	Frontenac	Total
	2019	2019	2019	2019
ACCOUNT DESCRIPTION	Budget	Budget	Budget	Budget
SALARIES & BENEFITS	192,200	173,604	78,722	444,525
SALARIES-PERM. EMPLOYEES	126,360	109,668	58,608	294,636
SALARIES-TEMP. EMPLOYEES	\$0			\$0
Municipal Judge - Included in Professional Services				
Provisional Judge - Included in Professional Services				
OVERTIME	8,500	8,500		17,000
VACATION PAY	2,469			2,469
LONGEVITY PAY	2,304			2,304
PROVISION FOR SALARY ADJUSTMENT	2,940	4,387		7,327
HOSPITAL AND MEDICAL INSURANCE	5,745	11,273	9,100	26,118
DENTAL INSURANCE	337	1,780	955	3,072
VISION INSURANCE	-	-	-	-
GROUP LIFE INSURANCE	490	347		837
ACCIDENTAL DEATH INSURANCE	98			98
DISABILITY INSURANCE	393	691		1,084
SOCIAL SECURITY CONTRIBUTION	10,907	9,375	4,484	24,766
PENSION CONTRIBUTION 11.9%	27,090	18,906	3,817	49,813
WORKERS COMPENSATION	4,567	3,677	1,758	10,002
TUITION REIMBURSEMENT	-	5,000		5,000
PROFESSIONAL SERVICES	26,915	25,896	12,000	64,811
Court Appointed Attorney Fees, Intrepret	3,315	1,000		
Municipal Judge and Provision Judge	23,600	24,896	12,000	
TECHNICAL AND PERSONAL SERVICES	15,774	12,996	8,350	37,120
REJIS Subscription Fee	15,774	12,996	8,350	
Creve Coeur Space				
OFFICE EQUIPMENT MAINTENANCE	4,620	5,000	1,200	10,820
Copier/Fax Lease. Monthly lease, overage	4,620	-	-	
Tablet				
EDUCATION AND TRAINING	3,189	3,129	2,375	8,693
Training fees for Municipal Judge & Court	3,189	3,129	2,375	
DUES, MEMBERSHIPS & SUBSCRIPTIONS	450	200	225	875
MSLACA & MACA Dues	450	200	225	
National Assoc. for Court Administrator				
GENERAL SUPPLIES	2,040	1,100	900	4,040
Office/Computer Supplies, Postage, Unifo	2,040	1,100	900	
EQUIPMENT	1,000	450	220	1,670
Misc. Equipment	1,000			
BUILDING	-	450	220	670
Renovations				
(Includes Furniture & Equipment)				
GRAND TOTALS	246,188	222,825	104,212	573,224
SUMMARY				
Salaries & Wages	142,573	122,555	58,608	323,736
Benefits	49,627	51,049	20,114	120,790
Contractual/Services	50,948	47,221	24,150	122,319
Commodities	2,040	1,100	900	4,040
Capital	1,000	900	440	2,340
	246,188	222,825	104,212	573,224

Creve Coeur Space Fee
Office Space Lease
Financial Processing
Payroll Processing
Legal Fees
IT Support
Audit Fees
HR Fees
Shredding Services
Telephone Fees

	Consolidated Budgets (Used 2 Year Average)			
	Creve Coeur	T&C	Frontenac	Total
	2019	2019	2019	2019
	Budget	Budget	Budget	Budget
	187,456	154,752	82,899	425,106
	126,360	109,668	58,608	294,636
	\$0			\$0
10,000	4,609	3,792	1,599	10,000
	2,469			2,469
	2,304			2,304
	2,940	4,387		7,327
	5,748	11,496	10,608	27,852
	264	264	492	1,020
	-	-	-	-
	480	417	223	1,120
	88	77	41	206
	379	329	176	884
	10,609	9,015	4,606	24,230
	27,090	9,310	4,756	41,156
	4,114	3,497	1,790	9,402
		2,500		2,500
	26,915	25,896	12,000	64,811
	3,315	1,000		
	23,600	24,896	12,000	
	19,093	15,726	9,501	44,320
7,200	15,774	12,996	8,350	
	3,319	2,730	1,151	
	2,130	1,752	739	4,620
4,620	2,130	1,752	739	
	3,189	3,129	2,375	8,693
	3,189	3,129	2,375	
	269	252	181	702
150	200	200	160	
	69	52	21	
	1,844	1,517	640	4,000
4,000	1,844	1,517	640	
	230	190	80	500
500	230	190	80	
	2,766	2,275	959	6,000
6,000	2,766	2,275	959	
	243,891	205,488	109,373	558,752
	138,682	117,846	60,207	316,736
	48,773	36,905	22,692	108,370
	51,595	46,755	24,796	123,146
	1,844	1,517	640	4,000
	2,996	2,465	1,039	6,500
	243,891	205,488	109,373	558,752
	(2,297)	(17,337)	5,162	(14,472)

	Budgets with 4 Employees (Used 2 Year Average)			
	Creve Coeur	T&C	Frontenac	Total
	Budget	Budget	Budget	Budget
	162,619	133,770	56,409	352,799
324,431	108,648	89,373	37,688	235,709
235,708.80	4,609	3,792	1,599	10,000
10,000	1,152	948	400	2,500
	3,259	2,681	1,131	7,071
3% incr	14,918	12,271	5,175	32,364
32,364	697	573	242	1,512
1,512	413	340	143	896
-	76	63	26	165
	326	268	113	707
	9,002	7,405	3,122	19,529
30,000	13,828	11,375	4,797	30,000
7,346.26	3,386	2,785	1,175	7,346
5,000	2,305	1,896	799	5,000
-	26,915	25,896	12,000	64,811
64,811	3,315	1,000		
-	23,600	24,896	12,000	
-	19,093	15,726	9,501	44,320
37,120	15,774	12,996	8,350	
-	3,319	2,730	1,151	
7,200	2,130	1,752	739	4,620
4,620	4,148	3,413	1,439	9,000
-	4,148	3,413	1,439	
9,000	332	273	115	720
-	332	273	115	
720	1,844	1,517	640	4,000
-	1,844	1,517	640	
4,000	230	190	80	500
-	230	190	80	
500	-	-	-	-
-	-	-	-	-
-	217,311	182,536	80,923	480,770
573,224	117,669	96,794	40,817	255,280
-	44,950	36,976	15,592	97,519
323,736	52,618	47,059	23,794	123,471
120,790	1,844	1,517	640	4,000
122,319	230	190	80	500
4,040	217,311	182,536	80,923	480,770
2,340				
573,224				
	(28,876)	(40,289)	(23,289)	(92,454)

TICKETS FILED	FY16	FY17	FY18	3 Year Average	2 Year Average	1 Year Average
CREVE COEUR	7,604	4,193	4,764	50.34%	46.09%	46.09%
T&C	4,443	3,363	4,005	35.90%	37.92%	37.92%
FRONTENAC	1,419	1,517	1,590	13.76%	15.99%	15.99%
				0.00%	0.00%	0.00%
	13,466	9,073	10,359	100.00%	100.00%	100.00%

Communication: Court Budget for Consolidation (Reports)



To: Mayor and City Council
From: Mark Perkins, City Administrator
Date: February 25, 2019
Re: Proposed FY2020-FY2024 Capital Improvement Program

The proposed Capital Improvement Program (CIP) for the five-year period beginning July 1, 2019 is provided herein. The overview of the proposed five-year capital plan includes both the Capital Fund and the Building Project Fund, along with its associated Debt Service.

While copies of this plan will be sent to the members of the City's committees, the proposed plan will be submitted to the Planning and Zoning Commission and Finance Committee for their review and comment. The schedule for when the proposed CIP will be discussed with the Planning and Zoning Commission, the Finance Committee, and the City Council is included at the end of this memorandum. According to the schedule, a public hearing before the City Council is scheduled for Monday, April 8. As in previous years, input from the public, City staff, and the City's boards, commissions, and committees has been considered as part of the CIP update.

CAPITAL FUND

Capital Fund Revenues

The ½ cent capital improvement sales tax is the major funding source for the Capital Fund in the CIP. Capital sales tax revenues are projected to be \$2,151,761 at the end of the current fiscal year (i.e. FY2019), which represents a 1% increase over the \$2,130,456 that the City received in FY2018. Sales tax revenues are projected to remain at the FY2019 level throughout the five-year plan, which is consistent with a decade-long trend of typically flat interest revenue.

An annual transfer of \$400,000 from the General Fund to the Capital Fund is proposed for each fiscal year in the proposed CIP. These transfers provide an important supplemental funding source for the City's street program. General Fund transfers to the Capital Fund are made in most years, and are appropriate based on the transportation-oriented revenue sources of the General Fund which include the County road and bridge revenues and gasoline tax revenues.

The City has been successful in obtaining grant funding for several projects to improve streets, sidewalks, and public facilities, as is indicated on the revenue detail on Exhibit A. City staff anticipates that the City will be able to continue to successfully obtain future grant funding during the course of the next five year program to supplement the proposed plan.

Capital Fund Expenditures

Capital outlay for the next five years ranges from approximately \$2.64 million to \$3.63 million annually. These figures will likely increase as federal transportation funds and local municipal park grant funds are secured for certain projects.

The purchase and construction of Millennium Park caused debt service to be a significant portion of the City's

CIP dollars. The retirement of this debt (\$4,250,897) six years ahead of schedule allowed the City to save a considerable amount in interest expenses.

Brief status updates for FY2019 CIP projects and highlights of the proposed projects in FY2020 through FY2024 projects follow. These project highlights are arranged to be consistent with their order in the spreadsheet in Exhibit A and the project descriptions in Exhibit B. Details about projects that ended in FY2018 have not been included.

9501 Building & Improvement Projects

1. Americans with Disabilities Act (ADA) Improvements / Community Development Block Grant (CDBG)
FY2019: \$23,850. FY2020 – FY2023: \$20,000 annually
FY2019 Funds have been dedicated for accessibility improvements to the pedestrian signals at the signalized intersection between Rocky Drive and Old Ballas Road. FY2020 funds are to be used for similar improvements to the signal at the intersection of North New Ballas Road and Magna Carta Drive. The application for these funds and commitment to a particular project typically occur one year prior to the fiscal year in which the funds are spent.
2. Government Center Renovations Design
FY2021: \$50,000. Future: \$200,000
This project involves designing renovations to the Creve Coeur Government Center to include modification to the City Council chamber, employee work spaces, and building equipment, such as the electrical service switchgear. Costs associated with the accessibility and safety improvements to the Government Center will be paid from the Building Project Bond Fund as outlined in Prop P.
3. Police Firing Range Improvements
FY2019: \$89,201.
This project included the demolition, disposal, and removal of the current target-retrieval system and bullet trap system in the Police Department's firing range. The existing range was built in 1974 and had an expected life of 15 years. The \$109,200 project cost was offset by private donations of \$25,000 and \$20,000 in proceeds from the Police Department's drug seizures. The cost to the City's Capital Fund was then reduced to a net \$32,101 when the remaining cost of the project was split between the Public Safety Fund and the Capital Fund.

9506 Park Development Projects

1. Park Improvements Grant Match
No funding specified in five year plan. Future: \$30,500.
This line item contains place holders for the City's matching funds for Municipal Park Grant applications, which the City pursues on odd-numbered fiscal years. The proposed CIP includes specific project descriptions for FY2021 (Ice Arena Refrigerant Switchover) and FY2023 (Tennis Court Replacement), with highlights of each below.
4. Golf Course Irrigation System Replacement Design and Grant Match
FY2018: \$10,500. FY2019: \$0.
The original intent for this project was to be the design and grant match for an application for a Municipal Park Grant for the replacement of the existing irrigation system at the Creve Coeur Golf Course. Originally estimated to cost \$450,000, the design found that this system would cost over \$800,000. This project was moved to be a "future project" as a result.

7. Ice Arena Improvements

FY2019: \$423,000 (design and construction)

The City was awarded a Municipal Park Grant to reimburse up to \$397,600 in construction costs related to improvements to the Creve Coeur Ice Arena, including roof beam reinforcement, new boards around the ice, a new sound system for the ice arena, repairs for the staff office area, a new boiler, and three new water heaters.

8. Park Bridge Replacement

Prior Years: \$75,007. FY2019: \$6,988.

In FY2019 the City had concept-level designs developed for the replacement of a maintenance bridge at the Creve Coeur Golf Course. A “future project” was created for the replacement of this bridge with drainage culverts.”

9. Parks Master Plan

FY2019: \$50,000.

This project included a study to provide the City with a guiding document to assist with planning for the future of City parks. The study will include an inventory and assessment of the parks, current maintenance needs, status of amenities compared to local and national standards, and recommendations for future improvements. The plan will provide clear direction for planning of maintenance and capital improvements and assist with securing outside funding to supplement the CIP.

10. Creve-Coeur-Frontenac Missouri Pacific Trail Study

FY2020: \$30,000.

This project will include surveying and engineering services to create a concept-level plan for a possible walking trail along the former Missouri Pacific Railroad corridor between Malcolm Terrace Park and Villa Coublay Drive. The intent of the project will be to determine whether constructing such a path is feasible. This plan would be coordinated with a similar effort by the City of Frontenac to investigate the possibility of a trail from Villa Coublay Drive east.

11. Dielmann Recreation Complex Parking Lot Lighting

FY2020: \$20,000. FY2021: \$20,000.

This project will involve a two-year effort to replace the lighting for the parking lots at the Dielmann Recreation Complex. The purpose of the project is to provide adequate and consistent light for the parking lots to increase safety and functionality of the lots.

12. Historic Building Renovation and Preservation

FY2019: \$14,093. FY2020: \$35,000. FY2021: \$100,000. FY2022: \$75,000.

The report completed in FY2019 led to recommendations for repairs to the Lake School house in Lake School Park and Hackman Cabin and Clester Cabin in Conway Park. These repairs include such things as new roofs and other improvements to help prevent rain and animals from entering the structures.

13. Ice Arena Compressor Replacement

FY2020: \$30,000.

The project involves the replacement of one (1) 100-ton ice rink plant compressor that is necessary to create and maintain the ice for the ice arena at the Dielmann Recreation Complex. The compressor is

one of the originals from the major renovation of the Ice Arena in 2003. It has internal damage that cannot be repaired, and it must be replaced.

14. Tennis Court Repairs

FY2019: \$34,585. FY2020: \$35,000.

This project involves the repairs to and resurfacing of the tennis courts in the City's parks in order to maintain the quality necessary for safe and enjoyable play. The courts at Beirne Park were repaired and repainted in FY2019. Similar repairs are planned for the courts of Conway Park in FY2020. The project at Conway Park will include converting one of the tennis courts into pickleball courts.

15. Dielmann Recreation Complex HVAC Replacement – Phase 2

FY2021: \$110,000.

This project involves the removal and replacement of the remaining air handler and condensing unit that serve the Dielmann Recreation Complex. The replacement of this equipment will complement and complete the air handler, condenser, and boiler units that were replaced in FY2018. The two units that are proposed to be replaced are beyond their useful lives, and the new units will be more reliable and more efficient.

16. Ice Arena Refrigerant Switch-Over (Grant Match)

FY2021: \$75,000

The Ice Arena cooling system currently uses R-22 refrigerant. Beginning January 1, 2020, the production and importation of R-22 refrigerant is prohibited due to environmental and health risks. Project cost is for a grant match for the cost of transitioning to an alternate cooling system, such as Ammonia or CO2, is estimated to be \$550,000. An application for a Municipal Park Grant is anticipated in FY2021.

17. Malcolm Terrace Park Trail Improvements (Grant Match)

FY2021: \$15,000.

This project involves resurfacing two asphalt trails and the parking lot at Malcolm Terrace Park. The cost reflects the City's portion (20%) of a \$75,000 project funded by a federal grant through the Recreational Trails Program. City staff will apply for the grant in FY2020, and, if successful, construction would be expected in FY2021.

18. Playground Safety Surface Replacement

Prior years: \$56,508. FY2021: \$75,000. FY2024: \$100,000.

This project includes the replacement of damaged areas and rejuvenation of the rubberized safety surface beneath the City's playgrounds. The surfaces beneath the playgrounds at Millennium Park were repaired in FY2017. Further repairs at Millennium Park are planned for FY2021, and the surface at Beirne Park is planned for replacement in FY2024.

19. City Entrance and Park Identification Signage Master Plan

FY2022: \$20,000.

This project includes working with a consultant to design new signs or monuments for the various points of entry into the City and the City's parks, as well as directional signs leading visitors to City facilities. This study was included among the goals of the City's Strategic Plan FY2018-2021.

20. Millennium Park Trail Study

FY2022: \$30,000.

This project will include surveying and engineering services to create a concept-level plan for a possible walking trail that extends south from the paved walking trail at Millennium Park. The intent of the project will be to determine whether constructing such a path is feasible. At least one bridge over the nearby creek appears to be necessary to complete the path.

21. Ice Arena Floor Replacement

FY2023: \$200,000.

This project involves replacing the rubberized flooring that is around the ice rink, in the player's locker rooms, and in the referee's changing room. Most of this flooring dates back to when the building was renovated in 2003. The existing floor is worn out and needs to be replaced before it becomes a tripping hazard.

22. Tennis Court Replacement Project (Grant Match)

FY2023: \$30,000.

The tennis courts at Beirne Park and Lake School Park are asphalt courts that have been overlaid several times and cannot be effectively overlaid in the future. Through this project, the City would replace these tennis courts with post-tensioned concrete courts, which reportedly last for decades. The amount shown represents the City's anticipated share of a Municipal Park Grant for the project.

9509 Stormwater Projects

1. Stormwater Improvements per Master Plan

FY2021: \$150,000. FY2024: \$150,000.

The Stormwater Master Plan update that was completed in 2012 identified and prioritized several stormwater projects throughout the City. In FY2021, funding is recommended to help address erosion of a creek next to South New Ballas Road.

4. Middlebrook Drive Stormwater Improvements

Prior Years: \$42,075/prior. FY2019: \$250,000.

This project includes replacing the culvert pipe under Middlebrook Drive and making associated repairs to the creek and the roadway. Construction of the project is expected to begin in FY2019 and to extend into FY2020. The project has been identified as a high priority by the Stormwater Committee.

9510 Street & Sidewalk Projects

The types of several federal roadway grants are abbreviated due to the length of their names. These include the Surface Transportation Program (STP) and the Transportation Alternatives Program (TAP) grants.

1. Street and Sidewalk Maintenance Program

FY2019: \$1,250,000. FY2020: \$1,281,250.

Much of the Capital Fund CIP expenditures are dedicated to preserving the City's streets and sidewalks through concrete slab replacement, asphalt resurfacing, microsurfacing, sidewalk repairs and improvements, and other preservation techniques. Priorities are guided by the City's infrastructure management program and street rating system.

2. Street Reconstruction

FY2019: \$300,000. FY2020: \$365,000. FY2021: \$300,000. FY2023: \$300,000. FY2024: \$300,000.

Several of the City's streets are in poor condition and require extensive rehabilitation or reconstruction. Among these are 'composite' streets – old concrete base pavement with asphalt overlay – that are beyond their useful lives. In FY2018, the City started work in the Ladue Estates subdivision, and work will continue in this subdivision in FY2019 and FY2020. The FY2022 budget has been reduced to zero in order to compensate for the work expected on Mosley Road that year.

5. North New Ballas Sidewalk Phase 2A (federal TAP grant)

Prior Years: \$120,747. FY2019: \$140,000.

This project involves adding a sidewalk along the west side of New Ballas Road from Ladue Road to De Smet Jesuit High School. Design and easement acquisition were completed in FY2018, and construction will take place in late FY2019. The anticipated amount of grant funding the City will receive for this project will be \$154,400, or approximately 60% of the total estimated cost of the project.

6. Signal Enhancement Projects

Prior Years: \$95,792. FY2019: \$98,136.

The City has partnered with the Missouri Department of Transportation (MoDOT) and the Olive Boulevard Transportation Development District (Olive TDD) to include illuminated street name signs onto several new traffic signals along Lindbergh Boulevard and Olive Boulevard in FY2018 and FY2019. A separate project with the Olive TDD will add sidewalk lighting and illuminated street name signs along New Ballas Road from Old Ballas Road to Olive Boulevard. The City's costs in FY2019 will be offset by approximately \$62,000 from the Olive TDD and \$25,705 from a development escrow that was set aside for this type of work on New Ballas Road.

8. Coeur de Ville Drive Improvements (federal STP grant)

Prior Years: \$759,274. FY2019: \$67,300.

This project began as a roadway and sidewalk improvement project with federal STP funding. The scope of the sidewalk work along Coeur de Ville grew beyond that which was anticipated by City staff, and this resulted in a second design and construction effort for three sections of sidewalk – the "Phase 2" sidewalk improvements. These Phase 2 improvements will be completed in FY2019.

9. Craig Road Improvements (Design and Grant Match)

FY2019: \$39,800. FY2021: \$50,000. FY2023: \$50,000. FY2024: \$10,000.

A traffic study is currently underway to identify possible solutions for the non-standard intersections at Olde Cabin Road and at Office Parkway. The concept plan developed in FY2019 will be refined into a preliminary design for the purposes of applying for federal STP funding in FY2021. The funding included in FY2023 and FY2024 represents the City's anticipated share of the design and right-of-way phases of a grant-funded roadway improvement project. The eventual improvements to Craig Road will focus on pavement resurfacing, re-aligned intersections, and better pedestrian connectivity.

10. Emerson Road Improvement Project (federal STP grant)

Prior Years: \$20,789. FY2019: \$54,719. FY2020: \$603,000.

The project includes pavement widening and resurfacing, new curb and gutter, and enclosed stormwater facilities along the City-maintained section of Emerson Road from Old Ballas Road to De Smet Jesuit High School. Construction is expected in FY2020. The City received a federal STP grant that will reimburse up to \$444,000 (73%) of the construction costs.

11. Fernview Drive Resurfacing (federal STP grant)
FY2019: \$56,423. FY2021: \$336,000.
This project involves asphalt pavement resurfacing along Fernview Drive from Gallagher Road to Olive Boulevard. The City was awarded a federal STP grant which will reimburse up to \$250,000 (approximately 75%) of the construction cost. Construction of the project is scheduled for FY2021.
12. Fernview Sidewalk Concept Plan
FY2020: \$35,000
Sidewalks were not included as part of the Fernview Drive Resurfacing Project, because further study and public outreach is required to determine the feasibility of adding sidewalks. This study is meant to do just that so that the City and the residents along Fernview better understand what is involved with adding a sidewalk to Fernview Drive. If a sidewalk is found to be feasible, this concept plans could be useful in securing federal TAP funding for the project.
13. Mosley Road Improvement Project (federal STP grant)
FY2019: \$140,596. FY2020: \$20,000. FY2021: \$130,000. FY2022: \$1,245,000.
This project involves roadway resurfacing, sidewalk upgrades, drainage improvements, and partial roadway reconstruction for Mosley Road, from Olive Boulevard to Ladue Road. Design began in FY2019, easement acquisition is expected to begin in FY2020 and end in FY2021, and construction is expected to be in FY2022. The City was awarded a federal STP grant of \$760,000 for this project.
14. New Ballas Road Improvement Project – Phase 1 (Design and Grant Match)
FY2021: \$150,000. FY2022: \$36,000. FY2023: \$204,000.
This project involves the replacement of approximately 25% of the roadway pavement, joint repairs, sidewalk improvements, and signal improvements to North New Ballas Road, from Olive Boulevard to Craig Road. The amounts shown represent the full design cost in FY2021 and 80% of the costs associated with easement acquisition in FY2022 and construction in FY2023. The total cost of this project is estimated to be \$1,300,000.
15. Old Olive/Lindbergh Intersection Reconstruction (Design and Grant Match)
FY2019: \$32,000. FY2022: \$125,000. FY2023: \$10,000. FY2024: \$215,000.
This project involves the reconstruction and reorientation of the intersection of Old Olive Street Road at Lindbergh Boulevard. The current intersection allows only limited access and turning movements. The proposed intersection would have a traffic signal and a designated crossing for a bicycle and pedestrian trail. The total cost of this project is estimated to be approximately \$2,500,000. The amounts shown are the City's share following successful applications for cost-share funding from MoDOT and federal STP grant funding from East-West Gateway. Applications for these funding sources is expected in FY2020.
16. New Ballas Road Improvements – Phase 2 (Design and Grant Match).
FY2024: \$100,000.
This project would involve roadway, sidewalk, and signal improvements along South New Ballas Road, generally from Conway Road to Ladue Road. The cost shown represents the estimated design fee for the project. Costs associated with easement acquisition and construction are expected to exceed \$1,000,000. Construction of this phase of improvements to New Ballas Road would be in FY2026.

9516 Capital Equipment

Proposed funding for capital equipment ranges from \$123,948 to \$601,330 per year over the next five years. Only capital equipment with a cost of \$20,000 or more, and a useful life of five years or longer, are included in the CIP.

1. Public Works Capital Equipment

FY2019: \$312,272. FY2020: \$88,948.

A two-ton truck, a ¾-ton pickup truck, and a leaf vacuum were purchased in FY2019. The final purchase may be a one-ton dump truck or a used bucket truck. Either way, these purchases will be within the specified budget. Purchases for FY2020 include a one-ton dump truck. Costs and equipment purchases vary and will be described in detail at the City Council work session on March 25.

3. Comprehensive Hardware and Software System – Phase 2

Prior Years: \$59,173. FY2019: \$98,000.

This project includes Phase 2 of a comprehensive software system purchase with Tyler Technologies to improve city processes pertaining to applicant tracking, miscellaneous accounts receivable, asset management, permitting and land management, code enforcement and a customer portal for permitting and inspections. In FY18, the hardware necessary to host Phase 1, Phase 2 software and all city data was purchased (\$65,000). Also in FY18, the software modules for Phase 1 including general ledger, budgeting and payroll/human resources and was purchased from the General Fund.

4. Police Investigations Vehicle Replacement

FY2019: \$30,000.

This involves the purchase of a 2018 Dodge Durango Special Service Package AWD Sport Utility vehicle for investigative and surveillance purposes for the Police Department. The 10-year-old Chevrolet TrailBlazer may be sold at auction and is anticipated to offset expenses by \$10,000.

5. Golf Course Sprayer Replacement

FY2020: \$35,000.

This purchase will be for a new spray system and chassis for turf maintenance and treatment. The new sprayer would replace the current 1997 Toro 3100 workman and the 2004 Toro spray system used by the Creve Coeur Golf Course. The chassis is 22 years old with a life expectancy of 12 to 14 years, and the current spray system is 15 years old with a life expectancy of a 12 to 14 years.

6. Phone System Replacement

FY2021: \$48,500.

This project involves the replacement of the phone system used by the City's staff. The City's current phone system will no longer be warranted or supported after 2021. Functioning and reliable phones are essential for City staff to complete their work.

Administration

Project Manager (\$447,182/FY2020-FY2024 total) – This item includes the costs associated with the salary and benefits for a full-time employee to oversee the Capital Improvement Program in the field. City staff have been successful in obtaining grants to offset costs associated with capital improvements. Grant administration requires oversight by Public Works staff to monitor costs and schedules associated with large grant projects as well as staff to oversee construction of those projects in the field.

Capital Fund - Future Project List

A list of potential projects for a future CIP is included. Future projects are identified as projects with either no available funding or with a scope and/or estimate that has not been fully developed. These projects are *not* part of the five-year CIP, but may warrant future consideration for funding.

BUILDING PROJECT FUND (PROP P)

Building Project Fund Revenues

In November 2016, Creve Coeur residents voted to approve a \$10.69 million bond measure to provide funding to build a new building for the Police Department and to make accessibility and security improvements to the existing Government Center building at 300 North New Ballas Road. The bonds were publically sold and the revenue was received by the City in FY2017.

Building Project Fund Expenses

9501 – Building Design and Construction

1. Police Building Professional Services
Prior Years: \$975,914. FY2019: \$200,000. FY2020: \$25,000.
Professional services are necessary for the construction of the new Police Department building and include site survey, building design, site layout, permitting, bidding, and construction inspection. These services also include the consultant hired as the City's representative and project manager for the project. A majority of the design was completed in FY2017-FY2018. Construction-related professional services began in FY2018 and are expected to be finished with the anticipated completion of the building in FY2019. A small contingency budget is included in FY2020.
2. Police Building Site Work and Building Construction
Prior Years: \$1,103,280. FY2019: 6,924,209. FY2020: \$304,313.
This phase of the project includes the site work, building construction, finishes, and furnishing of the new building for the Police Department. The original plan involved having the site work and construction complete in FY2019. There have been some delays due to weather and other circumstances, so a contingency is included in FY2020.
3. Government Center Accessibility and Security Improvement
FY2022: \$521,059.
This project involves assessment of and improvements to various aspects of the Creve Coeur Government Center building in order to bring the building into better compliance with current accessibility and security standards and expectations. These improvements were specifically outlined in the bond referendum.

Debt Service Revenues

The debt service revenues associated with the Building Project Fund will be collected from real estate and property taxes for the next 20 years (sunset in 2037). The tax collection revenue and interest from the estimated \$0.08 tax levy is estimated to generate approximately \$4.01 million for FY2020-FY2024.

Debt Service Expenses

The debt service expenses associated with the Building Project Fund will be paid through the real and property taxes for the next 20 years (sunset in 2037). The debt service expenditures, including interest and principal expenses, are estimated to be approximately \$3.57 million for FY2020-FY2024.

CITIZEN COMMENTS AND STAFF RESPONSES

Several comments and suggestions were submitted for consideration. These comments and the staff responses will be presented to the City Council at the Work Session on Monday, February 25. Afterward, these will be posted to the City's website along with the other CIP documentation.

ATTACHMENTS

- Capital Improvement Plan Schedule
- Exhibit A – CIP FY2020-FY2024 Spreadsheet (Capital Fund & Building Project Fund)
- Exhibit B – CIP FY2020-FY2024 Summary Report and Project Descriptions
Capital Fund, Future Projects, and Building Project Fund
- Exhibit C – CIP FY2015-FY2024 Ten-Year Overview Spreadsheet
- Exhibit D – Capital Fund Future Project List

ALL PROJECT DESCRIPTIONS

This report and all of its attachments can be found on the City's website at www.creve-coeur.org/cip.

- CC:
- Planning & Zoning Commission
 - Finance Committee
 - Arts Committee
 - Economic Development Committee
 - Stormwater Committee
 - Parks & Historic Preservation Committee
 - Horticulture, Ecology & Beautification Committee
 - Energy & Environment Committee

Schedule for Annual CIP Update

Capital Improvement Program - Fiscal Years 2020-2024

December 10, 2018 – February 4, 2019	CIP public comment period: City staff solicits input from residents, City committees, staff, and other stakeholders
January 8, 2019	CIP discussion at monthly Department Head meeting
February 4, 2019	Deadline for staff to submit all new and updated CIP project sheets
February 11, 2019	Staff meeting to review the draft CIP.
February 19, 2019	Staff meeting to review final draft of CIP prior to submission to City Council and others.
February 25, 2019	City Administrator submits the draft CIP to City Council, Planning & Zoning Commission, and Finance Committee City Council Work Session #1 – CIP Overview
March 1, 2019	Deadline to submit public hearing notice to City Clerk for publication
March 4, 2019	Introduction of CIP to the Planning & Zoning Commission
March 5, 2019	First review of CIP with the Finance Committee
March 18, 2019	Follow-up Meeting with Planning & Zoning Commission
March 19, 2019	Second review of CIP with the Finance Committee
March 25, 2019	City Council Work Session #2 Review Roadway and Sidewalk Programs Review updates and comments from Finance and P&Z
April 8, 2019	Public Hearing before City Council Possible approval by City Council

Schedule revised March 1, 2019.

Communication: Overview to 5 Year CIP (New Business)

EXHIBIT A
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY2020 - FY2024

CAPITAL FUND

9501 GOVERNMENT FACILITIES	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
01 Accessibility Improvements (CDBG)	20,000	20,000	20,000	23,850	20,000	20,000	20,000	20,000	20,000
02 Government Center Renovations (Design)	-	-	-	-	-	50,000	-	-	-
03 Police Firing Range Improvements	75,000	-	-	89,201	-	-	-	-	-
Subtotal (Government Facilities)	95,000	20,000	20,000	113,051	20,000	70,000	20,000	20,000	20,000
% of Total Capital Fund Outlay	3%	1%	1%	3%	1%	2%	1%	1%	1%

9506 PARKS AND RECREATIONAL FACILITIES	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
01 Dielmann Recreation Complex HVAC Replacement	-	130,015	-	-	-	-	-	-	-
02 Dielmann Recreation Complex Parking Lot Retaining Wall	25,000	28,899	-	-	-	-	-	-	-
03 Golf Course Cart Path, Bridge & Fence Replacement (Muni Park Grant)	-	516,588	-	-	-	-	-	-	-
04 Golf Course Irrigation Replacement (Design and Grant Match)	-	10,500	22,500	-	-	-	-	-	-
05 Ice Arena Office Area Improvements	25,000	-	-	-	-	-	-	-	-
06 Ice Arena Roof Beam Repair	-	94,184	-	-	-	-	-	-	-
07 Ice Arena Improvements (Municipal Park Grant)	-	-	20,000	423,000	-	-	-	-	-
08 Park Bridge Replacement	200,000	32,476	30,000	6,988	-	-	-	-	-
09 Parks Master Plan	-	-	50,000	50,000	-	-	-	-	-
10 Creve-Coeur-Frontenac Missouri Pacific Trail Study	-	-	-	-	30,000	-	-	-	-
11 Dielmann Recreation Complex Parking Lot Lighting	-	-	-	-	20,000	20,000	-	-	-
12 Historic Building Rehabilitation and Preservation	30,000	-	-	14,093	35,000	100,000	75,000	-	-
13 Ice Arena Compressor Replacement	-	-	-	-	30,000	-	-	-	-
14 Tennis Court Repairs	50,000	800	-	34,585	35,000	-	-	-	-
15 Dielmann Recreation Complex HVAC Replacement - Phase 2	-	-	-	-	-	110,000	-	-	-
16 Ice Arena Refrigerant Switch Over (Grant Match)	-	-	-	-	-	75,000	-	-	-
17 Malcolm Terrace Park Trail Improvements (Grant Match)	-	-	-	-	-	15,000	-	-	-
18 Playground Safety Surface Replacement	-	-	-	-	-	75,000	-	-	100,000
19 City Entrance & Park Identification Signage Master Plan	-	-	20,000	-	-	-	20,000	-	-
20 Millennium Park Trail Study	-	-	-	-	-	-	30,000	-	-
21 Ice Arena Floor Replacement	-	-	-	-	-	-	-	200,000	-
22 Tennis Court Replacement Project (Grant Match)	-	-	-	-	-	-	-	30,000	-
Subtotal (Parks and Recreational Facilities)	330,000	813,462	142,500	528,666	150,000	395,000	125,000	230,000	100,000
% of Total Capital Fund Outlay	10%	21%	4%	13%	6%	11%	4%	9%	4%

9509 STORMWATER	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
01 Stormwater Improvements Per Master Plan	-	-	-	-	-	150,000	-	-	150,000
02 Golf Course Dam Stabilization, Pond Siltation Removal Phase I	70,000	-	-	-	-	-	-	-	-
03 Alden Lane Culvert Improvements	-	141,936	-	-	-	-	-	-	-
04 Middlebrook Drive Stormwater Improvements	250,000	6,434	250,000	250,000	-	-	-	-	-
Subtotal (Stormwater)	320,000	148,370	250,000	250,000	-	150,000	-	-	150,000
% of Total Capital Fund Outlay	9%	4%	8%	6%	0%	4%	0%	0%	6%

Communication: Overview to 5 Year CIP (New Business)

EXHIBIT A
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY2020 - FY2024

CAPITAL FUND

9510 STREETS AND SIDEWALKS	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
01 Street and Sidewalk Maintenance Program	1,125,000	1,075,782	1,250,000	1,250,000	1,281,250	1,313,281	1,346,113	1,379,766	1,414,260
02 Street Reconstruction/Rehabilitation Program	300,000	79,520	300,000	455,039	365,000	300,000	-	300,000	300,000
03 Ladue Road Emergency Repair	-	771,860	-	-	-	-	-	-	-
04 Old Olive Street Road Great Streets Study	50,000	50,000	-	-	-	-	-	-	-
05 North New Ballas Sidewalk Phase 2A (TAP Grant)	25,000	100,616	285,000	140,000	-	-	-	-	-
06 Signal Enhancement Projects	-	95,792	100,000	98,136	-	-	-	-	-
07 Warson Road Improvement Project (STP Grant)	588,000	235,602	-	340,587	-	-	-	-	-
08 Coeur De Ville Drive Improvements (STP Grant)	20,000	14,592	80,000	67,300	-	-	-	-	-
09 Craig Road Improvements (Design & Grant Match)	40,000	-	40,000	39,800	-	50,000	-	50,000	10,000
10 Emerson Road Improvement Project (STP Grant)	65,000	20,789	34,508	54,719	603,000	-	-	-	-
11 Fernview Drive Resurfacing (STP Grant)	-	-	50,000	56,423	-	336,000	-	-	-
12 Fernview Sidewalk Concept Plan					35,000				
13 Mosley Road Improvement Project (STP Grant)	-	-	150,000	140,596	20,000	130,000	1,245,000	-	-
14 New Ballas Road Improvement Project - Phase 1 (Design & Grant Match)	-	-	-	-	-	150,000	36,000	204,000	-
15 Old Olive/Lindbergh Intersection Reconstruction (Design & Grant Match)	-	-	-	32,000	-	-	125,000	10,000	215,000
16 New Ballas Road Improvements - Phase 2 (Design & Grant Match)	-	-	-	-	-	-	-	-	100,000
Subtotal (Streets and Sidewalks)	2,213,000	2,444,553	2,289,508	2,674,600	2,304,250	2,279,281	2,752,113	1,943,766	2,039,260
% of Total Capital Fund Outlay	64%	64%	71%	65%	86%	63%	84%	74%	76%

9516 CAPITAL EQUIPMENT	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
01 Public Works Capital Equipment	328,638	255,817	312,372	312,372	88,948	601,330	278,075	356,290	297,506
02 Ice Resurfacing Vehicle Replacement	156,000	69,500	-	-	-	-	-	-	-
03 Comprehensive Hardware and Software System - Phase 2	-	59,173	98,000	98,000	-	-	-	-	-
04 Police Investigations Vehicle Replacement	-	-	30,000	30,000	-	-	-	-	-
05 Golf Course Sprayer Replacement	-	-	-	-	35,000	-	-	-	-
06 Phone System Replacement	-	-	-	-	-	48,500	-	-	-
Subtotal (Capital Equipment)	484,638	384,490	440,372	440,372	123,948	649,830	278,075	356,290	297,506
% of Total Capital Fund Outlay	14%	10%	14%	11%	5%	18%	9%	13%	11%

ADMINISTRATION	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
Project Manager	-	-	83,000	83,000	85,075	87,202	89,382	91,616	93,907
Subtotal (Administration)	-	-	83,000	83,000	85,075	87,202	89,382	91,616	93,907
% of Total Capital Fund Outlay	0%	0%	3%	2%	3%	2%	3%	3%	3%

Communication: Overview to 5 Year CIP (New Business)

CAPITAL FUND

EXHIBIT A
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY2020 - FY2024

TOTAL CAPITAL FUND OUTLAY	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
	3,442,638	3,810,875	3,225,380	4,089,689	2,683,273	3,631,313	3,264,570	2,641,673	2,700,673

9514 DEBT SERVICE	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
N/A	-	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-	-
% of Total Year End Figures	0%	0%	0%	0%	0%	0%	0%	0%	0%

TOTAL YEAR END FIGURES (Capital Outlay & Debt Service) - CAPITAL FUND	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
	3,442,638	3,810,875	3,225,380	4,089,689	2,683,273	3,631,313	3,264,570	2,641,673	2,700,673

CAPITAL FUND REVENUES	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
Beginning Fund Balance (estimated Cash Basis as of July 1)	1,053,493	1,702,929	1,887,040	1,887,040	749,241	1,604,329	892,577	889,568	833,456
Estimated Capital Improvement Sales Tax Revenue (1/2 Cent)	2,108,030	2,130,456	2,130,456	2,151,761	2,151,761	2,151,761	2,151,761	2,151,761	2,151,761
Estimated Interest Revenue	7,500	(468)	3,800	3,000	3,000	3,800	3,800	3,800	3,800
Est. Addtnl Revenue (Outside agencies, grants, reimbursement & other)	407,045	664,998	322,000	392,129	983,600	354,000	696,000	20,000	20,000
Proceeds from Equipment Sales	20,000	-	10,000	5,000	-	10,000	10,000	10,000	10,000
General Fund Transfers In	400,000	1,200,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Public Safety Transfer In	125,000	-	-	-	-	-	-	-	-
Total Revenues & General Fund Transfers In - Capital Fund	3,067,575	3,994,986	2,866,256	2,951,890	3,538,361	2,919,561	3,261,561	2,585,561	2,585,561
Total Anticipated Year End Expenditures	3,442,638	3,810,875	3,225,380	4,089,689	2,683,273	3,631,313	3,264,570	2,641,673	2,700,673
Ending Fund Balance (Cash Basis) - Capital Fund	678,430	1,887,040	1,527,916	749,241	1,604,329	892,577	889,568	833,456	718,344

ESTIMATED ADDITIONAL CAPITAL FUND REVENUE (FUNDING SOURCES)	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
Community Development Block Grants for ADA Improvements	20,000	20,000	20,000	23,850	20,000	20,000	20,000	20,000	20,000
Warson Road Improvement Project (STP Grant)	367,045	133,438	-	231,247	10,000	-	-	-	-
STL County Muni Park Grant / Cart Path and Bridge Improvements	-	435,595	-	-	-	-	-	-	-
Emerson Road Improvement Project (STP Grant)	-	-	-	-	444,000	-	-	-	-
Police Firing Range - Proceeds from Police Department Drug Seizures	20,000	-	-	-	-	-	-	-	-
Donations for Police Firing Range Improvements	-	25,000	-	-	-	-	-	-	-
North New Ballas Sidewalk Improvement Project (TAP Grant)	-	42,400	212,000	-	112,000	-	-	-	-
Fernview Drive Improvement Project (STP Grant)	-	-	-	-	-	250,000	-	-	-
North New Ballas Lighting and Signal Enhancements - Olive TDD	-	-	60,000	62,000	-	-	-	-	-
North New Ballas Signal Enhancements - Development Escrow	-	-	30,000	25,705	-	-	-	-	-
Ladue Court Escrow Reimbursement	-	-	-	17,226	-	-	-	-	-
Ice Arena Improvements - Municipal Park Grant	-	-	-	-	397,600	-	-	-	-
Mosley Road Improvements - North Phase	-	-	-	-	-	84,000	676,000	-	-
Police Firing Range - Capital Fund Reimbursement from Public Safety Fund	-	-	-	32,101	-	-	-	-	-
Insurance Proceeds - Public Works Gate	-	8,565	-	-	-	-	-	-	-
Municipal Park Planning Grant	-	-	6,400	6,400	-	-	-	-	-
Subtotal	407,045	664,998	322,000	392,129	983,600	354,000	696,000	20,000	20,000

EXHIBIT A
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY2020 - FY2024

BUILDING PROJECT BOND FUND (PROP P)

BUILDING PROJECT BOND FUND REVENUES	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
Beginning Fund Balance (estimated Cash Basis as of July 1)	10,465,433	10,465,433	8,739,611	8,739,611	1,649,002	1,326,589	1,330,539	813,430	817,380
Estimated Bond Proceeds		-	-	-	-	-	-	-	-
Estimated Interest Revenue	80,500	125,877	33,600	33,600	6,900	3,950	3,950	3,950	3,950
Transfers In	-		-	-	-	-	-	-	-
Total Revenues & Transfers In	80,500	125,877	33,600	33,600	6,900	3,950	3,950	3,950	3,950
9501 BUILDING DESIGN AND CONSTRUCTION	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
01 Police Building Professional Services	781,320	748,419	200,000	200,000	25,000	-	-	-	-
02 Police Building Site Work and Building Construction	3,935,384	1,103,280	5,460,217	6,924,209	304,313	-	-	-	-
03 Government Center Assessibility & Security Improvements	-	-	-	-	-	-	521,059	-	-
Transfers Out	-		-	-	-	-	-	-	-
Total Anticipated Year End Expenditures & Transfers	4,716,704	1,851,699	5,660,217	7,124,209	329,313	-	521,059	-	-
Ending Fund Balance (Cash Basis) - Building Project Bond Fund (Prop P)	5,829,229	8,739,611	3,112,994	1,649,002	1,326,589	1,330,539	813,430	817,380	821,330
9514 DEBT SERVICE	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
DEBT SERVICE (PROP P) REVENUES									
Beginning Fund Balance (estimated Cash Basis as of July 1)	-	-	258,532	258,532	380,522	509,235	590,129	664,822	738,166
Estimated Property Tax Collection Revenue	769,471	824,154	832,396	832,396	840,719	790,000	790,000	790,000	790,000
Estimated Interest Revenue	400	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Total Anticipated Revenues	769,871	824,154	833,396	833,396	841,719	791,000	791,000	791,000	791,000
DEBT SERVICE (PROP P) EXPENSES									
Estimated Expenditures	-	636	-	-	-	-	-	-	-
Estimated Interest Expenses	259,206	244,986	291,406	291,406	283,006	270,106	261,306	247,656	233,556
Estimated Principal Expenses	310,000	320,000	420,000	420,000	430,000	440,000	455,000	470,000	480,000
		-							
Total Anticipated Expenditures	569,206	565,622	711,406	711,406	713,006	710,106	716,306	717,656	713,556
Ending Cash Balance	200,665	258,532	380,522	380,522	509,235	590,129	664,822	738,166	815,610

Communication: Overview to 5 Year CIP (New Business)

CAPITAL IMPROVEMENT PROGRAM SUMMARY

TOTAL COMBINED CAPITAL PROGRAM (CAPITAL FUND & BUILDING PROJECT BOND FUND)	FY2018 BUDGETED	FY2018 ACTUAL	FY2019 BUDGETED	FY2019 PROJECTED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED
Total Combined Revenues & Transfers In	3,917,946	4,945,017	3,733,252	3,818,885	4,386,980	3,714,511	4,056,511	3,380,511	3,380,511
Total Combined Anticipated Year End Expenditures & Transfers	8,728,548	6,228,196	9,597,003	11,925,304	3,725,592	4,341,419	4,501,935	3,359,329	3,414,229
Ending Fund Balance (Cash Basis) - All Capital Funds	6,708,324	10,885,184	5,021,432	2,778,765	3,440,153	2,813,245	2,367,820	2,389,002	2,355,284



CITY OF CREVE COEUR

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

CAPITAL FUND

BUILDING PROJECT BOND FUND

FISCAL YEARS 2020-2024

EXECUTIVE SUMMARY

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

CAPITAL FUND

BUILDING PROJECT BOND FUND

FISCAL YEARS 2020-2024



EXECUTIVE SUMMARY

The Capital Improvement Program (CIP) is the City's long-range plan for improvements to infrastructure, parks, and other community facilities. The CIP is a tool to assess the long-term capital needs, values, and desires of the City and to establish funding of high-priority projects in a timely, cost-effective manner. This plan is a living document and is subject to amendment by the City Council.

The CIP is intended to ensure that policy makers are responsible to the citizens of Creve Coeur with respect to the expenditure of City funds for capital improvements.

To be eligible for the CIP, projects or equipment must have a useful life of at least five years and a minimum cost of \$20,000.

CIP Goals

The following are goals of the CIP:

- Provide a planned replacement of deteriorating infrastructure
- Repair deteriorated infrastructure
- Improve operational or functional aspects of existing infrastructure
- Add new facilities and improve the community's infrastructure to enhance the quality of life in Creve Coeur
- Provide for planned replacement of major equipment required for City operations

Relationship between the CIP and the Creve Coeur 2030 Comprehensive Plan

According to the Creve Coeur 2030 Comprehensive Plan: *"Within the Creve Coeur 2030 Comprehensive Plan Update, many projects are identified or implied, as specific projects or as conceptual ideas. These projects and others, resulting from recommendations of the Comprehensive Plan, should be developed and incorporated in the City's annual CIP review process. Further detail and refinement of identified and conceptual projects, facilities, or infrastructure improvement needs will be required as the implementation of the Comprehensive Plan occurs."*

CIP Criteria

A special set of criteria has been identified to assist in assessing and prioritizing CIP projects. Proposed projects reflect the goals of the Comprehensive Plan through their demonstration of these criteria:

- *Public Safety*: focused on preserving and protecting the general public from harm and reducing risk exposure
- *Condition of Existing Facility*: maintaining City infrastructure and facilities in a serviceable condition

- *Operating Efficiency*: equipment or facilities improvements to streamline work processes or benefit from technological advancements; projects which reduce the cost of operations will receive priority. Projects which increase the cost of operations shall have identified trade-offs to support those additional costs
- *Citizen Demand*: level of demonstrated citizen support or demand, including support of City boards, committees and commissions
- *Economic Growth*: projects focused on attracting businesses, residents or visitors to the City
- *Protection & Conservation*: improvements to park system or historical landmarks for future generations or reduce environmental impact
- *Beautification*: aesthetic improvements to natural habitats or frequently traveled or visited areas within the City for public enjoyment such as the use of public art on public lands
- *Coordination (projects, regulations, City-adopted plans)*: coordination between multiple projects or agencies to reduce costs or minimize disruption to services, meet state or federal law requirements, or identified in other City-adopted plans
- *Availability of Outside Funding*: projects that are likely to be considered for grant funding or shared cost programs

Development and Adoption of the CIP

By City charter, a five-year CIP is proposed by the City Administrator to the City Council, no later than the second regular meeting in February of each year.

Prior to submittal to the City Council, public input is obtained through the City newsletter, website, and City boards, committees, and commissions.

Prior to the City Council adoption, and as required by City charter, the plan is submitted to the Finance Committee for recommendations and comments. The Planning & Zoning Commission also reviews the plan emphasizing the location, extent, and character of the proposed projects prior to City Council review, approval, and adoption. A public hearing is held by the City Council annually in March or April, prior to adoption.

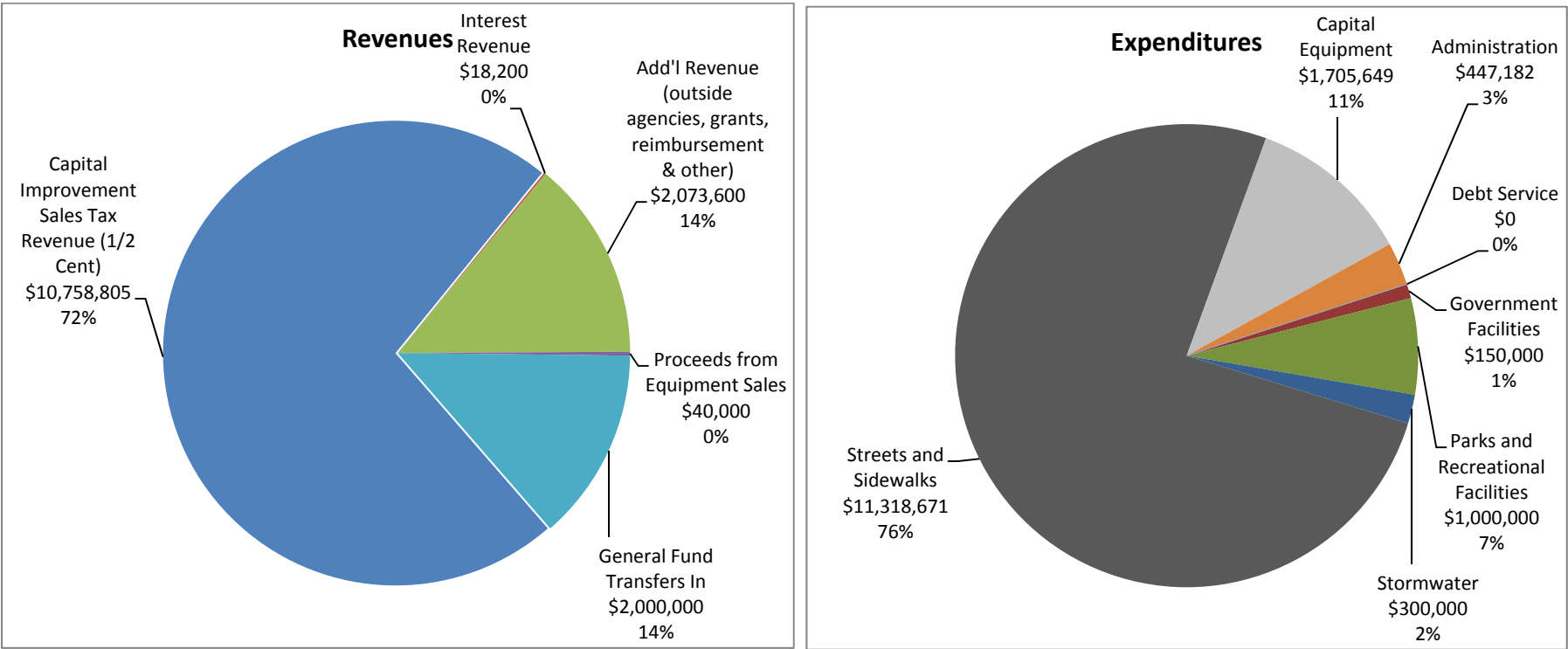
The CIP includes a description of each project with details regarding justification, cost estimate, operating and maintenance budget impact, and funding sources.

2020-2024 CIP Overview

Capital Fund

Over the next five years, the projected revenues for capital projects total approximately \$14.89 million. The 1/2 cent Capital Improvement Sales Tax serves as the primary funding source for these projects. The balance is covered by grants and transfers from the general fund. The total cost of capital projects over the next five years is estimated at \$14.92 million. Several projects in the five-year CIP include grant matches and are noted accordingly on project sheets. If the City is awarded a specified grant, future capital improvement plans will include the total associated expenses and revenues in the applicable years.

Capital Fund Revenues and Expenses by Category for FY2020 - FY2024



Building Project Bond Fund (Prop P)

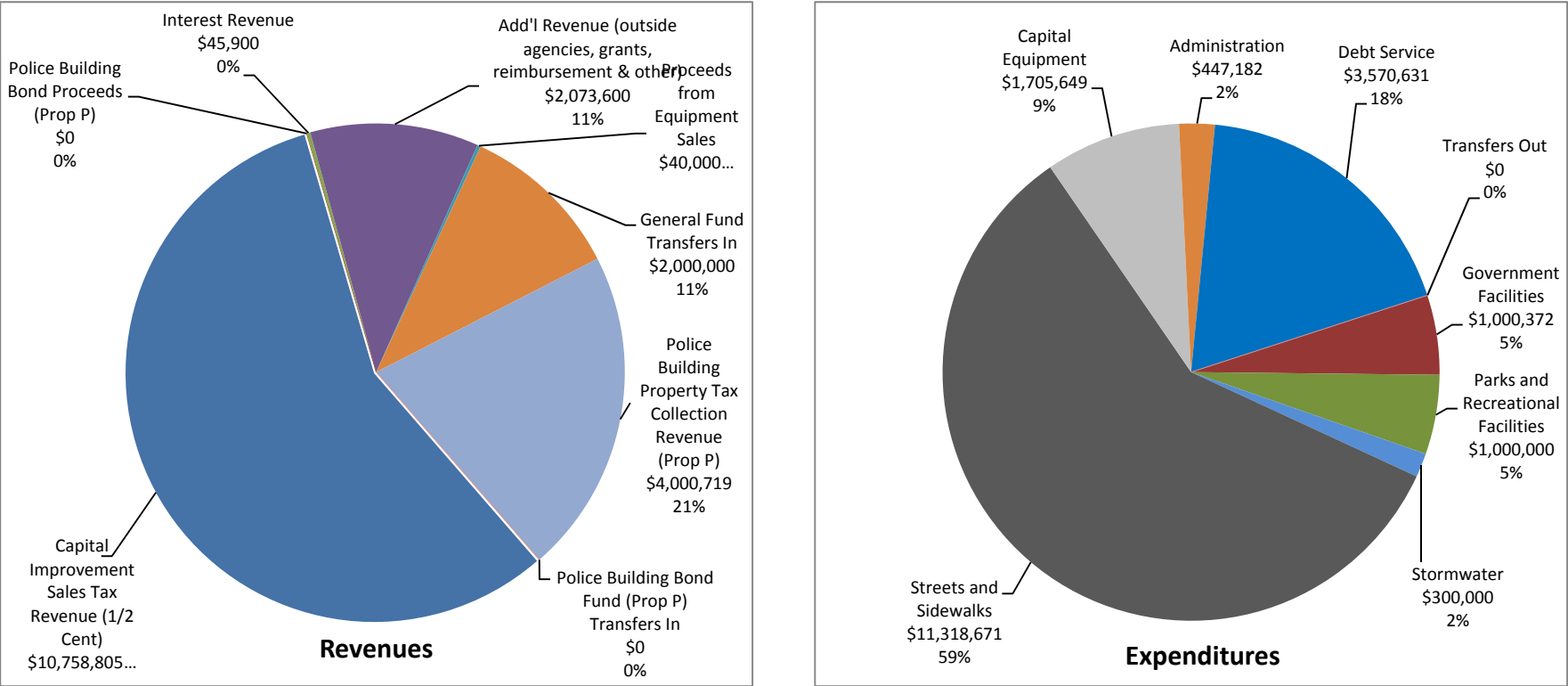
In November 2016, Creve Coeur voters approved a ballot measure authorizing the issuance of general obligation bonds of \$10.69 million for the purpose of constructing, furnishing and equipping a new police station on the existing government center property and making safety, security and accessibility

renovations to the existing government center. The expenses for the police building began in FY18 and will continue through FY2020. Accessibility and security improvements to the existing Government Center building are planned for FY2022. The debt service for Prop P will be paid through a 20-year real estate and personal property tax levy, which is anticipated to sunset in 2037.

Combined Capital Fund and Building Project Bond Fund

Over the next five years, the total projected revenues for capital projects in both the Capital and the Building Project Bond funds are estimated to be approximately \$18.92 million. The 1/2 cent Capital Improvement Sales Tax and the Building Project Bond Property Tax Collection serve as the primary funding sources for FY2020-FY2024. The total combined projected expenses for capital projects over the next five years is estimated at \$19.14 million.

Combined Capital Fund & Building Project Bond Fund Revenues and Expenses by Category for FY2020 - FY2024



*Bond proceeds for the Building Project Bond Fund occurred in FY2017 and therefore are not reflected in FY2020-FY2024 total revenues.

For more information about the CIP, contact Matt Wohlberg, City Engineer, at mwohlberg@crevecoeurmo.gov or (314) 442-2084.

CAPITAL FUND PROJECTS

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2020-2024



CAPITAL FUND

9501 – GOVERNMENT FACILITIES

CAPITAL FUND

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2020-2024



ACCESSIBILITY IMPROVEMENTS (CDBG)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$20,000	\$20,000	\$0	\$23,850	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	

Project Description:

In FY2020, approximately \$20,000 of Community Development Block Grant (CDBG) funds have been committed to providing accessibility improvements to the intersection of North New Ballas Road at Magna Carta Drive. This project follows recent efforts to improve pedestrian accessibility along North New Ballas Road and will complement the completion of the Police Building and the pavement improvements to Magna Carta Drive that are expected to will follow.

Existing Condition:

Projects are designed to improve facilities that are out of compliance with the current Americans with Disabilities Act (ADA) regulations.

Justification: *Public Safety; Coordination; Availability of Outside Funding*

Each project seeks to improve ADA compliance through accessibility improvements to government facilities and along public pedestrian routes. The focus of these projects is to provide public safety as well as to upgrade existing facilities.

Operating Budget Impact:

None. Projects that are undertaken as part of this program are relatively small in scope, and the City typically receives 100% reimbursement for the project costs through the CDBG federal grant.

Comments:

The City is designating this funding with the anticipation of receiving grant funding in the amount of \$20,000 from the CDBG Commission. This is an annual grant available to municipalities to address accessibility projects. Scheduling of this project is subject to a successful grant application and availability of grant funding.

The funding shown in Prior Years reflects improvements to the pedestrian signal on North New Ballas Road north of Rocky Drive and south of Old Ballas Road in FY2019.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	20,000
Equipment	\$	
Other	\$	
Annual Total	\$	20,000

GOVERNMENT CENTER RENOVATIONS (DESIGN)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$250,000	\$0	\$250,000	\$0	\$0	\$50,000	\$0	\$0	\$0	\$200,000

Project Description:

This project involves designing renovations to the Creve Coeur Government Center following the Police Department's move to the new Police Building. The design is expected to include modifications to the City Council chamber, employee work spaces, and building equipment, such as the electrical service switchgear. Funds are specified in FY2021 for the development of preliminary plans that will help the City determine the scope and cost of various options for improvements to the Government Center.

Existing Condition:

The Creve Coeur Government Center has inadequate space for staff, meetings, archives, and storage. The existing Police Department and the rest of the Government Center will require extensive renovations to move departments to more accessible locations and to make the Government Center more accommodating, helpful, and useful for both residents and staff.

Justification: Operating Efficiency; Condition of Existing Facility

Renovation of the Government Center will require careful design in order to create a building layout that promotes efficient and effective service to the City's residents.

Operating Budget Impact:

None.

Comments:

Construction funds will be programmed in the appropriate fiscal years once the renovation plans and the construction schedule become more clearly defined.

Expenditure Type:

Planning, Design & Engineering	\$ 250,000
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ 250,000

CAPITAL FUND

9506 – PARKS AND RECREATIONAL FACILITIES

CAPITAL FUND

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2020-2024



PARK IMPROVEMENTS (GRANT MATCH)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
TBD	TBD	\$30,500	\$0	\$0	\$0	\$0	\$0	\$0	\$30,500

Project Description:

Funds listed in this account represent the City's anticipated matching funds for projects funded through Municipal Park Grants, for which the City can apply every two years. The CIP includes specific project descriptions for FY2021 and FY2023. It is anticipated that, if successful, the grant in FY2021 will be used to assist with the Ice Arena Refrigerant Switch Over and that the grant in FY2023 will be used to replace the tennis courts at Beirne Park and Lake School Park. Please refer to those specific project sheets for more information.

Existing Condition:

Numerous aspects of the City's parks (including tennis courts, playgrounds, walking paths, pavilions, ball fields, and other amenities) require maintenance, improvements, or replacement.

Justification: *Availability of Outside Funding; Condition of Ex. Facility; others depend upon the project*
Park grants are competitive. By budgeting for the local match, a grant application can be completed without searching for available funds or making amendments to the program. Available grants may help to address any number of CIP criteria including, but not limited to, improving condition of existing facilities, operating efficiency, beautification, and protection and conservation of the park system or historical landmarks. Finally, these projects are supported by the Parks Master Plan and/or the needs assessments of the Dielmann Recreation Complex (FY2014) and Golf Course (FY2016) and the Parks Master Plan that is underway and expected to be completed in FY2019.

Operating Budget Impact:

The improvements brought by these projects typically replace old or failing systems that require significant maintenance. These improvements should reduce operating costs.

Comments:

The current maximum amount of funding that the City is eligible for through the Municipal Park Grant program is currently \$475,000 for a given project. These grants are competitive, and the City's contribution to the project affects the project application score and likelihood of a funding award. The City plans to provide a 6% grant match for its projects in order to maximize the number of points related to the City's contribution, which would make the grant match about \$30,500 for a project that receives the maximum grant funding.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	30,500
Equipment	\$	
Other	\$	
Total (Future Grant Match)	\$	30,500

Anticipated Municipal Park Grant Application Schedule:

FY2021 – Ice Arena Refrigerant Switchover

FY2023 – Beirne Park and Lake School Park Tennis Court Replacement

FY2025 – Golf Course Irrigation Replacement

FY2027 – Lake School Park Playground Replacement

Communication: Overview to 5 Year CIP (New Business)

CREVE-COEUR-FRONTENAC MISSOURI PACIFIC TRAIL STUDY

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$30,000	TBD	\$30,000	\$0	\$30,000	\$0	\$0	\$0	\$0	TBD

Project Description:

This project will include surveying and engineering services to create a concept-level plan for a possible walking trail along the former Missouri Pacific Railroad corridor between Malcolm Terrace Park and Villa Coublay Drive. The intent of the project will be to determine whether constructing such a path is feasible. This plan would be coordinated with a similar effort by the City of Frontenac to investigate the possibility of a trail from Villa Coublay Drive east.

Existing Condition:

The area to be studied is a wooded utility corridor.

Justification: *Coordination, Availability of Outside Funding, Citizen Demand*

Residents have requested that the City investigate and create new paths and trails through the recent Citizen Survey, and both the Comprehensive Plan Creve Coeur 2030 and the City's Strategic Plan identify such efforts as near-term priorities.

Operating Budget Impact:

A new trail will require maintenance, but the costs of this maintenance are expected to be limited by the use of wood chips as the walking surface.

Comments:

Construction of this trail would qualify for funding through a Municipal Park Grant or a Recreational Trails Grant.

Expenditure Type:

Planning, Design & Engineering	\$ 30,000
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ 30,000

DIELMANN RECREATION COMPLEX PARKING LOT LIGHTING**CAPITAL FUND**

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$40,000	\$0	\$40,000	\$0	\$20,000	\$20,000	\$0	\$0	\$0	\$0

Project Description:

This project will include replacing the existing light fixtures with new and additional LED light fixtures for the two parking lots at the Dielmann Recreation Complex. The purpose of the project is to provide adequate and consistent light for the parking lots to increase safety and functionality of the lots.

Existing Condition:

Currently, the parking lots are lit with light poles that were installed by and are maintained by Ameren. The front parking lot has some older and some newer light fixtures, and the back parking lot only has two light poles, but needs several more to cover the entrance and underserved sections of the lot.

Justification: *Public Safety; Operating Efficiency; Condition of Existing Facility*

The safety of the users of the Dielmann Recreation Complex is a primary concern, and the new lights will help limit the City's risk expose. The current poles provide minimal, inadequate coverage, and these light poles need frequent maintenance. The new poles will have LED fixtures that will provide better, more consistent light output.

Operating Budget Impact:

The project would not change that the City currently pays a monthly fee to Ameren for replacing bulbs that go out and for fixing damages that occur to the poles that are out of the City's control (e.g. wind or storm damage). However, the new LED lights should result in lower monthly electric bills.

Comments:

None.

Expenditure Type:

Planning, Design & Engineering	\$ 40,000
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ 40,000

HISTORIC BUILDING REHABILITATION AND PRESERVATION

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$40,000	\$0	\$40,000	\$14,093	\$35,000	\$100,000	\$75,000	\$0	\$0	TBD

Project Description:

This project involves the assessment, improvement, and preservation of three locally historic buildings that are located in the City's Parks: Hackman Cabin and Clester Cabin in Conway Park, and Lake School House in Lake School Park. Following an assessment of these buildings in FY2019, building repairs and stabilization efforts are recommended for the preservation of the structures, with Lake School House in FY2020, Hackman Cabin in FY2021, and Clester Cabin in FY2022.

Existing Condition:

All three of the buildings need significant repairs and improvements to help keep rain and/or animals from entering the buildings.

Justification: *Protection and Conservation; Operating Efficiency; Condition of Existing Facility*

The Parks and Historic Preservation Committee requested that the City invest into these buildings, as they are considered to be part of the heritage of Creve Coeur.

Operating Budget Impact:

Structural repairs to stabilize these buildings are expected to decrease future operating costs for building repairs.

Comments:

Funding in prior years includes the assessment of the cabins in FY2019 and the installation of informational signs for these buildings and the Tappmeyer House in FY2019.
A new roof was added to the Lake School House within the past five years.

Expenditure Type:

Planning, Design & Engineering	\$ 9,300
Land Acquisition	\$
Construction	\$ 210,000
Equipment	\$ 4,793
Other	\$
Total	\$ 224,093

ICE ARENA COMPRESSOR REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$30,000	\$0	\$30,000	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0

Project Description:

The project involves the replacement of one (1) 100-ton ice rink plant compressor that is necessary to create and maintain the ice for the ice arena at the Dielmann Recreation Complex.

Existing Condition:

The existing unit is over its recommended hours use total of 45,000 hours. Furthermore, the compressor has internal damage that cannot be repaired and that is causing it to leak oil.

Justification: *Operating Efficiency; Condition of Existing Facility*

The ice plant is made up of three (3) 100-ton compressors, with two running in service and the third as the backup. The system operates in this fashion to allow for servicing of any one compressor at any time and still have two in service to meet the demands of the rink. The compressor is one of the originals from the major renovation of the Ice Arena in 2003.

Operating Budget Impact:

The new compressor is expected to reduce operating costs by requiring less maintenance. There will be a little savings on time and material by not having to add oil to the compressor.

Comments:

None.

Expenditure Type:

Planning, Design & Engineering	\$
Land Acquisition	\$
Construction	\$
Equipment	\$ 30,000
Other	\$
Total	\$ 30,000

TENNIS COURT REPAIRS

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$70,635	\$0	\$70,635	\$35,635	\$35,000	\$0	\$0	\$0	\$0	\$0

Project Description:

This project involves repairs to and resurfacing of the tennis courts in the City's parks in order to maintain the quality of courts necessary for safe and enjoyable play. Improvements to Conway Park are planned for FY2020. These improvements will include minor repairs, repainting, and conversion of one of the courts into pickleball courts.

Existing Condition:

The courts at Conway Park have held up well to recent park improvements, but these courts are in need of rejuvenation.

Justification: *Condition of Existing Facility; Beautification; Citizen Demand; Public Safety*

Tennis courts need to be meticulously maintained in order to make them suitable for play. Cracks, divots, and other defects can influence the bounce of the ball or cause players to trip, and neither condition encourages use of the courts. There has also been a growing demand to add pickleball courts to the City's parks.

Operating Budget Impact:

Maintenance of the tennis courts has increasingly become the job of the City's Public Works staff. Such work is time consuming. New tennis court surfaces would eliminate the need for significant repair efforts in the near future.

Comments:

Tennis court improvements would qualify for funding through the Municipal Park Grant program, but these funds are being used for other City projects.

The courts at Beirne Park were repaired and repainted in FY2018, the cost of which is listed as "prior years."

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	70,635
Equipment	\$	
Other	\$	
Total	\$	70,635

DIELMANN RECREATION CENTER HVAC REPLACEMENT – PHASE 2**CAPITAL FUND**

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$110,000	\$0	\$110,000	\$0	\$0	\$110,000	\$0	\$0	\$0	\$0

Project Description:

This project involves the removal and replacement of the remaining air handler and condensing unit that serve the Dielmann Recreation Complex. The replacement of this equipment will complement and complete the air handler, condenser, and boiler units that were replaced in FY2018.

Existing Condition:

The Dielmann Recreation Complex uses two air handlers and two condensing units for its heating and air conditioning. The two units that are proposed to be replaced are beyond their useful lives.

Justification: *Operating Efficiency; Condition of Existing Facility*

New units will be more efficient than the existing units, and the new units are expected to require little or no maintenance for several years.

Operating Budget Impact:

Increased efficiency and limited maintenance should result in lower operating costs.

Comments:

None.

Expenditure Type:

Planning, Design & Engineering	\$
Land Acquisition	\$
Construction	\$
Equipment	\$ 110,000
Other	\$
Total	\$ 110,000

ICE ARENA REFRIGERANT SWITCH-OVER (GRANT MATCH)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$75,000	TBD	\$75,000	\$0	\$0	\$75,000	\$0	\$0	\$0	\$0

Project Description:

The current system that cools the ice operates using R-22 (Freon), a product that is already becoming more expensive and will soon become unavailable as a coolant. This project would include transitioning the current cooling system, through retrofit or replacement of the existing equipment, to an alternative coolant such as Ammonia or CO₂. The total cost of this project is estimated to be \$550,000. The City Share reflects the remaining \$75,000 if the City is awarded a \$475,000 Municipal Park Grant. The full project cost will be programmed into the appropriate fiscal years if the City is successful in obtaining a grant for the project.

Existing Condition:

The existing equipment is currently operational, but the three compressors in this system have required frequent maintenance. Even small repairs to the system can result in a loss of coolant and, therefore, require a system “charge” or refill. Vendors who do these repairs are responsible for disposing of lost Freon, and the City often incurs service charges associated with these disposals.

Justification: *Operating Efficiency; Condition of Existing Facility; Coordination; Availability of Outside Funding; Protection & Conservation*

This project directly affects operational efficiency. Under the U.S. Clean Air Act & the Montreal Protocol on Substances that Deplete the Ozone Layer, use of R-22 refrigerant is being phased out of use because of the damage these types of substances can cause to the earth’s ozone layer. Starting on January 1, 2020, the U.S. will no longer produce or import R-22; should there be any repair or catastrophic system failure after that date, the City may be unable to recharge the system to maintain cooling.

Operating Budget Impact:

Once the switch over occurs, the cost of maintaining the system will be included in the building’s preventive maintenance contract. The real savings will be seen when the system moves away from the expensive R-22 cost, simply due to the lack of supply for R-22 coolant.

Comments: A grant will be applied for in FY2021 and, if approved, the switchover will take place in FY2021.

Expenditure Type:

Planning, Design & Engineering	\$ 25,000
Land Acquisition	\$
Construction	\$
Equipment	\$ 50,000
Other	\$
Total (Grant Match)	\$ 75,000

MALCOLM TERRACE PARK TRAIL IMPROVEMENTS (GRANT MATCH)**CAPITAL FUND**

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$15,000	TBD	\$15,000	\$0	\$0	\$15,000	\$0	\$0	\$0	\$0

Project Description:

The project involves resurfacing two asphalt trails and the parking lot at Malcolm Terrace Park. The amount of \$15,000 represents the City's portion of the cost for a \$75,000 project that is funded by a federal grant through the Recreational Trails Program. The actual cost of the project will be programmed into the Capital Improvement Plan if the City is awarded the grant.

Existing Condition:

Asphalt paths are in use at Beirne Park, Conway Park, Malcolm Terrace Park, and Millennium Park. Most of these trails are in good condition and need preventative maintenance to preserve their condition. The paths at Malcolm Terrace Park and an access path to Beirne Park, however, are in poor condition and require resurfacing and localized replacement.

Justification: *Public Safety; Cond. of Existing Facility; Availability of Outside Funding; Citizen Request*

The City's parks are a sense of pride for Creve Coeur, and the City is obligated to provide adequate and safe access to the parks. Pursuit of grant funding to assist with maintaining this access allows the City to meet its obligations at a reduced cost.

Operating Budget Impact:

Asphalt path maintenance can be costly. Replacement of the paths at Malcolm Terrace Park will reduce maintenance costs for the near future.

Comments:

The Recreational Trails Program provides up to 80% reimbursement of construction costs for projects totaling up to \$125,000. The City's applications for this grant in FY2017 and FY2018 were not successful, but another attempt will be made in FY2020. Should a grant be awarded for this project, the City would have three years to complete the project. Construction would be expected in FY2021.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	15,000
Equipment	\$	
Other	\$	
Total (City Share)	\$	15,000

PLAYGROUND SAFETY SURFACE REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$75,000	TBD	\$75,000	\$56,508	\$0	\$75,000	\$0	\$0	\$100,000	\$75,000

Project Description:

This project involves the replacement of damaged areas and rejuvenation or replacement of the rubberized safety surface beneath the City's playgrounds. The surface of the original playground at Millennium Park was replaced in FY2017, because it was the most urgent need. Several other playgrounds will require attention in the near future. The second playground at Millennium Park is scheduled for FY2021, and the surface beneath the playground at Beirne Park is scheduled for FY2024.

Existing Condition:

The rubberized surface beneath the City's playgrounds in Millennium Park, Conway Park, and Beirne Park provides the required protection for children and other users against injury from a fall off of the playground or swing set. The edges of the newer playground surface at Millennium Park were repaired in FY2017, but this surface will need to be replaced by FY2021. Staff will continue to evaluate the surfaces at Conway Park and Beirne Park and will recommend repairs or replacement to these surfaces accordingly. At this time, the safety surface at Beirne Park is expected to be the next to need replacement after Millennium Park.

Justification: *Public Safety; Availability of Outside Funding; Condition of Existing Facility*

Keeping the safety surface of the City's playgrounds in good condition is required for the continuing use of the playgrounds and the safety of the playgrounds' users.

Operating Budget Impact:

None.

Comments:

This work would qualify for grant funding through the Municipal Parks Grant program, but the next several grant opportunities will be directed toward other needs.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	175,000
Equipment	\$	
Other	\$	
Total (FY2021 & FY2024)	\$	175,000

CITY ENTRANCE AND PARK IDENTIFICATION SIGNAGE MASTER PLAN

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$20,000	\$0	\$20,000	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0

Project Description:

This project includes the City contracting with a consultant to design new City Entrance signs/monuments, Park Identification signs/monuments, and directional sign leading visitors to City Facilities.

Existing Condition:

City entrance signs are about 15 years old and some are damaged and in need of replacement. We have the same issue with the directional signs leading visitors to City facilities. There has been an interest expressed by the Park and Historical Preservation Committee to construct new signage/monuments at the entrance of each City Park.

Justification: *Condition of Existing Equipment; Beautification; Coordination*

Existing signs are old and in need of replacement. Some signs are missing and others are damaged beyond repair. The park identification signs are extremely old and require replacement, however, a couple of parks have brick monument signs that are fairly new. Development of a Sign Masterplan was included as an action item in the FY2018-2021 Strategic Plan.

Operating Budget Impact:

This is a design and cost estimate for the purchase and construction new signage. There is no effect on the operating budget. Once designed, we can obtain cost estimates and budget funding in future years for the manufacturing and installation of the new signs/monuments.

Comments:

By reviewing the entire signage needs of the city, we will have an opportunity to evaluate the current sign types and locations. Although the signs for Parks may be different than the City Entrance signs, we can create a signage theme so that there are similarities with all City signs thus creating sign branding unique to Creve Coeur.

Expenditure Type:

Planning, Design & Engineering	\$ 20,000
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ 20,000

MILLENNIUM PARK TRAIL STUDY

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$30,000	TBD	\$30,000	\$0	\$0	\$0	\$30,000	\$0	\$0	TBD

Project Description:

This project will include surveying and engineering services to create a concept-level plan for a possible walking trail that extends south from the paved walking trail at Millennium Park. The intent of the project will be to determine whether constructing such a path is feasible. At least one bridge over the nearby creek appears to be necessary to complete the path.

Existing Condition:

The area to be studied is a wooded area with no formal paths.

Justification: *Coordination, Availability of Outside Funding, Citizen Demand*

Residents have requested that the City investigate and create new paths and trails through the recent Citizen Survey, and both the Comprehensive Plan Creve Coeur 2030 and the City's Strategic Plan identify such efforts as near-term priorities.

Operating Budget Impact:

A new trail will require maintenance, but the costs of this maintenance are expected to be limited by the use of wood chips as the walking surface.

Comments:

Construction of this trail would qualify for funding through a Municipal Park Grant or a Recreational Trails Grant.

Expenditure Type:

Planning, Design & Engineering	\$ 30,000
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ 30,000

ICE ARENA FLOORING REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$200,000	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000	\$0	\$0

Project Description:

This project involves replacing the rubberized flooring that is around the ice rink, in the player's locker rooms, and in the referee's changing room.

Existing Condition:

A majority of the flooring is the original floor from the major renovation project in 2003 and is near the end of its useful life. Some smaller areas have been replaced due to high traffic areas, including the areas beneath the player's benches and near the public entrance gate area that leads onto the ice rink.

Justification: *Public Safety; Condition of Existing Facility*

The project will focus on preserving and protecting the general public from harm when using the ice rink for public skating, special events, or ice rentals and will reduce the City's risk exposure. The project will update the aging flooring and provide an aesthetic look to match the rest of the facility.

Operating Budget Impact:

The rink's ice will need to be taken out to allow the concrete floor temperature to rise to the manufacturer's recommendation to warranty the installation. This will cause a shutdown of the ice for approximately three weeks, two for the floor project and one for the removal and installation of new ice. The Ice Arena will schedule the replacement of the flooring to coincide with a shutdown of the ice in order to limit the construction impact on ice users and possible revenue losses. Once the floor is installed, there will be minimal upkeep involved.

Comments:

None.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	200,000
Equipment	\$	
Other	\$	
Total	\$	200,000

TENNIS COURT REPLACEMENT PROJECT (GRANT MATCH)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$30,000	TBD	\$30,000	\$0	\$0	\$0	\$0	\$30,000	\$0	\$0

Project Description:

In FY2023, the City plans to apply for a Municipal Park Grant to substantially fund the replacement of the courts at Lake School Park and Beirne Park with post-tensioned concrete courts. The amount shown in FY2023 is the City's planned grant match for a project that is expected to cost approximately \$500,000. Upon successfully obtaining the grant, the actual costs will be programmed into the FY2023 capital budget through a budget adjustment.

Existing Condition:

The courts at Lake School Park and Beirne Park are asphalt courts that have been overlaid several times and cannot be effectively overlaid in the future.

Justification: *Availability of Outside Funding; Protection & Conservation; Beautification; Citizen Demand; Public Safety*

Tennis courts need to be meticulously maintained in order to make them suitable for play. Cracks, divots, and other defects can influence the bounce of the ball or cause players to trip, and neither condition encourages use of the courts.

Operating Budget Impact:

Maintenance of the tennis courts has increasingly become the job of the City's Public Works staff. Such work is time consuming. New tennis courts would eliminate the need for significant repair efforts in the near future.

Comments:

The courts at Beirne Park were repaired and repainted in FY2018, but additional maintenance or improvements to the Beirne Park courts may no longer be effective.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	30,000
Equipment	\$	
Other	\$	
Total (Grant Match)	\$	30,000

CAPITAL FUND

9509 – STORMWATER

CAPITAL FUND

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2020-2024



STORMWATER IMPROVEMENTS PER MASTER PLAN

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$0	\$0	\$0	\$0	\$0	\$150,000	\$0	\$0	\$150,000	\$150,000

Project Description:

The 2012 Stormwater Master Plan update identified numerous stormwater-related projects that involve streams and public infrastructure. The City aims to address these issues over time as funding allows and using the master plan benefit rating as a guide. The scope of work for some of the projects listed in the master plan is greater than what this program can afford at the current funding level. These projects have been treated as separate items in the Capital Improvement Plan, but funding for such projects typically replaces the annual funding in this account.

In FY2021, funding is recommended to help address erosion of a creek next to South New Ballas Road.

Existing Condition:

Issues under consideration typically exhibit erosion, deteriorated infrastructure, and/or flooding.

Justification: *Condition of Existing Facility; Public Safety; Citizen Demand, Coordination*

The Stormwater Committee reviewed the issues in the Stormwater Master Plan and agreed that the City's use of public funds should be limited to projects to resolve issues that involve public infrastructure and/or public conveyances of water. Such issues may never be adequately or correctly resolved without the City's initiative, funding, and oversight.

Operating Budget Impact:

None.

Comments:

Funding for FY2017-FY2018 (\$150,000/year) were used to offset the expense of the Golf Course Dam Stabilization and Siltation Removal project (FY2017) and the Alden Lane Culvert Repair Project (FY2018). Funding for FY2019 and FY2020 will be used to offset the cost of the Middlebrook Drive Stormwater Improvements.

Expenditure Type:

Planning, Design & Engineering	\$ 50,000
Land Acquisition	\$
Construction	\$ 100,000
Equipment	\$
Other	\$
Annual Total (FY21 & FY24):	\$ 150,000

MIDDLEBROOK DRIVE STORMWATER IMPROVEMENTS

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$292,075	\$0	\$292,075	\$42,075	\$250,000	\$0	\$0	\$0	\$0	\$0

Project Description:

This project involves replacing a failing culvert pipe beneath Middlebrook Drive and making associated repairs to the impacted area of the roadway and the stream. The project will include decorative elements, similar to those included in the Chilton Lane culvert replacement project in 2013. Easements will be required from the adjacent properties in order to complete the project. Trees and bushes will be included in the restoration of disturbed area to replace some of the vegetation that will be removed.

Existing Condition:

The culvert pipe is both undersized and failing, with increasing impact to the pavement of Middlebrook Drive above. In a heavy rain event, the creek flow exceeds the culvert capacity, and the creek overtops the street. The voids around the culvert were addressed in 2014 following a partial collapse of the roadway, but this repair was never expected to last more than a few years.

Justification: *Public Safety; Condition of Existing Facility; Beautification; Coordination*

Analysis of the stream found that the existing culvert pipe does not meet current size requirements, so lining the pipe or in-kind replacement would not be permissible. The Stormwater Committee identified the replacement of this culvert as a high priority in 2016, because the failure of this culvert would limit access to or isolate several homes along Middlebrook Drive. This issue rated highest among reviewed stormwater issues with 175 points, and the project has a benefit-to-cost ratio is 0.6, according to the metrics used in the Stormwater Master Plan.

Operating Budget Impact:

City staff has repeatedly patched the roadway pavement above this culvert, with a significant repair in 2014. This project will eliminate this problem and future needs for such maintenance.

Comments:

The design for this project was completed in FY2013. This project was originally scheduled to be constructed in FY2014; however, the Metropolitan St. Louis Sewer District's (MSD) planned sanitary sewer replacement for this area began in 2016. The City's project was re-scheduled for 2019 (FY2019-FY2020) to allow adequate time for MSD to complete its project and for the City to acquire the easements needed for the project. This project uses funding originally set aside for the FY2019 and FY2020 Stormwater Master Plan projects.

Expenditure Type:

Planning, Design & Engineering	\$ 10,000
Land Acquisition	\$ 1,000
Construction	\$ 250,000
Equipment	\$
Other (Design FY2013)	\$ 31,075
Total	\$ 292,075

CAPITAL FUND

9510 – STREETS AND SIDEWALKS

CAPITAL FUND

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2020-2024



STREET AND SIDEWALK MAINTENANCE PROGRAM

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$1,281,250	\$0	\$1,281,250	\$1,250,000	\$1,281,250	\$1,313,281	\$1,346,113	\$1,379,766	\$1,414,260	\$0

Project Description:

The project includes concrete pavement replacement, asphalt pavement resurfacing, asphalt pavement maintenance, microsurfacing, roadway striping, and sidewalk replacement for the annual maintenance of the City's roadway and sidewalk networks.

Existing Condition:

While the majority of the City's pavement network is in good condition, annual and on-going evaluation of pavement and sidewalk conditions find ageing and failing pavement and sidewalks that need to be addressed.

Justification: *Public Safety; Condition of Existing Facility; Coordination; Citizen Demand*

The City uses a pavement management system to track pavement conditions, and the City aims to evaluate the condition of each street on a four-year rotation. The pavement condition data assists with the prioritization of pavement repairs and maintenance and helps the City preserve its existing infrastructure as efficiently as possible. Federal regulations require that sidewalks meet accessibility standards so that all users have an opportunity to travel safely. The City's sidewalk maintenance program follows the federal regulations and supports the City's Pedestrian Plan.

Operating Budget Impact:

Pavement and sidewalk maintenance programs will improve and preserve the infrastructure and will result in a reduction in the number of pothole repairs and other on-going maintenance needs.

Comments:

Approximately 10% of the annual street and sidewalk improvements are directed toward accessibility improvements to the City's sidewalk network in support of the accessibility transition plan. Larger projects, such as grant-funded improvements, are described in separate project sheets.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	1,281,250
Equipment	\$	
Other	\$	
Total (FY2020)	\$	1,281,250

STREET RECONSTRUCTION/REHABILITATION

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$300,000	\$0	\$300,000	\$300,000	\$365,000	\$300,000	\$0	\$300,000	\$300,000	\$0

Project Description:

The City plans to fully or substantially replace sections of failed residential roadways as part of this project. The various needs of the pavement network are evaluated each year to determine which streets will be reconstructed. The FY2018-FY2020 projects involve rehabilitation of the Ladue Estates subdivision. Funding in FY2022 will be used to offset the costs for the “South Phase” improvements to Mosley Road. Projects in FY2023 and beyond will be determined after future reviews of pavement conditions.

Existing Condition:

Residential streets that are considered for reconstruction have reached the end of their useful lives and are generally in too poor of condition to gain long-term benefits from the City’s typical pavement maintenance programs.

Justification: *Public Safety; Condition of Existing Facility; Citizen Demand*

All of the City’s streets will eventually reach the end of their useful lives, fail at a structural level, and require reconstruction. This program provides the City with a tool to address some of its residential streets that are in poor or failing condition that typical maintenance programs can no longer improve.

Operating Budget Impact:

Streets with failing pavement typically require frequent maintenance in the form of pothole patching and emergency pavement repairs, which City staff often performs to address the issues as quickly as possible. Allocation of funds for reconstruction also allows for more of the maintenance budget to be used for maintaining and preserving streets that are in better condition. This allows for the needs of more streets and sidewalks to be addressed and will reduce the number of calls for City staff to make repairs.

Comments:

The budget projections are based upon planned roadway replacement and rehabilitation. These plans typically change due to pavement failures or coordination with utilities or other projects. The amount of funding in FY2020 is greater than normal, because it includes \$65,000 of surplus funding that resulted from reducing the scope of the FY2018 rehabilitation project at Ladue Estates Drive East.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	365,000
Equipment	\$	
Other	\$	
Total (FY2020)	\$	365,000

Street Reconstruction/Rehabilitation Candidate Examples (in Alphabetical Order)

Street Name	Pavement Condition Index (0 – 100)
Country Fair Lane (Interior Loop)	87
Conway Garden Court	62
Ladue Estates Drive	38
Ladue Estates Drive South	42
Ladue Estates Drive West	52
Ladue Meadows Drive	77
Magna Carta Drive	56
Mosley Road	50
Sherwyn Drive	52
Winrock Drive	50

CRAIG ROAD IMPROVEMENTS (DESIGN AND GRANT MATCH)**CAPITAL FUND**

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$339,800	TBD	\$339,800	\$39,800	\$0	\$50,000	\$0	\$50,000	\$0	\$200,000

Project Description:

The project involves improvements to the intersection layout, pavement, and sidewalks of Craig Road between Old Ballas Road and Olive Boulevard. The project includes several phases: concept development and traffic study (FY2019), preliminary design and grant application (FY2021), final design (FY2023), and construction (FY2025). The costs shown are for the full design cost and for an estimated 20% of the construction cost. The full cost of the project will be included upon award of a grant for the project.

Existing Condition:

The pavement of Craig Road is currently in fair condition, but its traffic flow is hampered by non-standard intersections with Olde Cabin Road and Office Parkway. The sidewalks along Craig Road are generally inadequate and have poor accessibility at the intersections.

Justification: *Public Safety; Cond. of Existing Facility; Availability of Outside Funding; Citizen Request*

Craig Road receives significant traffic from the Creve Coeur Executive Office Park and from those traveling between Olive Boulevard and New Ballas Road. Improvements to the intersections along Craig Road are recommended to improve the flow and safety of this traffic and to provide better sidewalk crossings at these intersections.

Operating Budget Impact:

The pavement and sidewalks of Craig Road are in increasing need of maintenance. Roadway resurfacing and sidewalk reconstruction would reduce future maintenance costs.

Comments:

Craig Road was recently reclassified to become eligible for federal roadway grants. Improvements to the sidewalk system in the Creve Coeur Executive Office Park are being pursued through the Transportation Alternatives Program grant, which may coincide with or incorporate this project.

Expenditure Type:

Planning, Design & Engineering	\$ 139,800
Land Acquisition	\$
Construction (FY2025)	\$ 200,000
Equipment	\$
Other	\$
Total (Design and Grant Match)	\$ 339,800

EMERSON ROAD IMPROVEMENT PROJECT (FEDERAL STP GRANT)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$678,508	\$444,000	\$234,508	\$75,508	603,000	\$0	\$0	\$0	\$0	\$0

Project Description:

The project includes pavement widening and resurfacing, new curb and gutter, and enclosed stormwater facilities along the City-maintained section of Emerson Road from Old Ballas Road to De Smet Jesuit High School. In FY2016, the City was awarded a federal grant that will fund up to \$444,000, which is approximately 74% of the estimated construction cost for the project.

Existing Condition:

The existing roadway pavement is in marginal condition: its edges are deteriorating, a retaining wall supporting the street is failing, and the street width is insufficient. The City's portion of Emerson Road was found to have an average pavement condition index (PCI) of 44 in 2016, which indicates that the pavement is in need of significant improvements.

Justification: *Public Safety; Condition of Existing Facility; Availability of Outside Funding*

Emerson Road does not meet current standards for width and safety. The project will increase the roadway width and will improve drivers' sight lines by lowering the peak of the hill just north of De Smet Jesuit High School.

Operating Budget Impact:

Fixing the street and the failing headwall will reduce the number of maintenance calls to fix Emerson.

Comments:

The Emerson Road Improvement Project follows a concept plan that was developed for Emerson Road in FY2011. The sidewalk improvements that were part of this concept plan will be completed through the Emerson Road Sidewalk Improvement Project in FY2017, for which the City received a federal grant to assist with construction costs. The Missouri Department of Transportation owns Emerson Road south of De Smet Jesuit High School.

Expenditure Type:

Planning, Design & Engineering	\$ 71,508
Land Acquisition	\$ 4,000
Construction	\$ 603,000
Equipment	\$
Other	\$
Total	\$ 678,508

FERNVIEW DRIVE RESURFACING (FEDERAL STP GRANT)**CAPITAL FUND**

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$392,423	\$250,000	\$142,423	\$56,423	\$0	\$336,000	\$0	\$0	\$0	\$0

Project Description:

This project involves asphalt pavement resurfacing along Fernview Drive from Gallagher Road to Olive Boulevard. The City was awarded a federal grant that will reimburse up to \$250,000 (approximately 74%) of the construction cost for this project.

Existing Condition:

Fernview Drive consists of an asphalt street with concrete curbs and gutters between Gallagher Road and Olive Boulevard. Fernview Drive has sections that are currently in good condition, but some sections have deteriorated. Fernview has an average pavement condition index (PCI) of 59, meaning that it is in “fair” condition with the need for a resurfacing soon. This average PCI balances very good sections with PCI in the 80’s with poor sections with PCI in the 40’s.

Justification: *Public Safety; Availability of Outside Funding; Citizen Demand*

The roadway resurfacing is needed to maintain the pavement along Fernview Drive before more substantial rehabilitation becomes necessary. Fernview is used by about 4,300 vehicles per day, making it one of the most heavily traveled City streets in a residential area.

Operating Budget Impact:

The project will result in less need for City staff to patch Fernview Drive. Future maintenance expenses are expected to be lower due to this project.

Comments:

Sidewalks were not included as part of this project, because further study and public outreach is required to determine the feasibility of adding sidewalks to Fernview Drive. A separate “future project” has been included in this Capital Improvement Plan for Fernview and Bellerive Estates sidewalks.

Expenditure Type:

Planning, Design & Engineering	\$ 56,423
Land Acquisition	\$
Construction	\$ 336,000
Equipment	\$
Other	\$
Total	\$ 392,423

FERNVIEW SIDEWALK CONCEPT PLAN

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$35,000	\$0	\$35,000	\$0	\$35,000	\$0	\$0	\$0	\$0	TBD

Project Description:

This project will extend the design for the Fernview Drive Improvement Project to review the options for and feasibility of adding a sidewalk along Fernview Drive between Olive Boulevard and Gallagher Road. This will be a separate project from the roadway resurfacing project on Fernview Drive. This project will involve public outreach, as public support will be essential if easements are necessary to construct the sidewalk.

Existing Condition:

There are no sidewalks along Fernview Drive, a street that carries over 4,000 vehicles on an average day. Most of the subdivisions on the east and west sides of Fernview Drive have sidewalks, but these stop short of Fernview.

Justification: *Public Safety; Availability of Outside Funding; Citizen Demand; Coordination*

Residents have requested that the City add sidewalks and better pedestrian connectivity through the recent Citizen Survey. The addition of sidewalks to Fernview is supported by both the Comprehensive Plan Creve Coeur 2030 and the City's Strategic Plan.

Operating Budget Impact:

None.

Comments:

The City has received a federal grant for improvements to the pavement of Fernview Drive, and a project to add a sidewalk to Fernview would also qualify for grant funding. A "future project" is included in this Capital Improvement Plan for Fernview and Bellerive Estates sidewalks. This study will involve only Fernview Drive.

Expenditure Type:

Planning, Design & Engineering	\$ 35,000
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ 35,000

MOSLEY ROAD IMPROVEMENT PROJECT (FEDERAL STP GRANT)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$1,622,364	\$760,000	\$862,364	\$227,364	\$20,000	\$130,000	\$1,245,000	\$0	\$0	\$0

Project Description:

Improvements to Mosley Road will involve roadway resurfacing, localized roadway reconstruction adjust the vertical alignment, and sidewalk improvements from Olive Boulevard to Ladue Road. The City was awarded a federal Surface Transportation Program (STP) grant for 80% of the anticipated costs for the right-of-way and construction phases for the improvements between Olive Boulevard and Tureen Drive. The design for the project and the improvements south of Tureen Drive will be fully funded by the City. This project has been included in previous capital improvement plans as two phases. The two phases will be combined into one project to limit certain construction costs and to limit the impact on residents along Mosley Road.

Existing Condition:

Mosley Road is an asphalt street that last saw major roadway work in 2000 with the addition of the existing sidewalk. The pavement is failing in areas, but the general need for the roadway is resurfacing. The roadway width is also inconsistent, with some areas less than 20 feet wide. Mosley Road was found to have an average pavement condition index (PCI) of 54 in 2016, which indicates that the pavement is a good candidate for resurfacing.

Justification: *Public Safety; Condition of Ex. Facility; Citizen Demand; Availability of Outside Funding*

Of the City's principal roadways, the condition of Mosley Road is one of the worst. Complaints are common regarding the pavement condition, poor ride quality, and stormwater drainage issues. A preliminary design completed in FY2015 for Mosley Road also found several areas where the vertical or horizontal alignments do not meet design standards.

Operating Budget Impact:

The City completes significant pavement patching along Mosley Road nearly every year. Completing this project would eliminate this need and expense.

Comments:

A conceptual design for Mosley Road was completed for \$86,768 in FY2014-FY2016. FY2022 Roadway Reconstruction funds will be used to offset the cost of the improvements to Mosley south of Tureen Drive.

Expenditure Type:

Planning, Design & Engineering	\$ 227,364
Land Acquisition	\$ 150,000
Construction	\$ 1,245,364
Equipment	\$
Other	\$
Total	\$ 1,622,364

NEW BALLAS ROAD IMPROVEMENTS – PHASE 1 (DESIGN & GRANT MATCH)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$390,000	TBD	\$390,000	\$0	\$0	\$0	\$150,000	\$36,000	\$204,000	\$0

Project Description:

The project includes the replacement of approximately 25% of the concrete pavement, joint replacement, and diamond grinding of the pavement surface along North New Ballas Road between Olive Boulevard and Craig Road. The project would also include sidewalk improvements and updates to highlight the signal at Cityplace Drive and the four-way stop at American Legion Drive. The City applied for federal Surface Transportation Program funding for this project in FY2019. The amount shown represents 100% of the design and 80% of the estimated cost for the right-of-way and construction phases of the project. The full project cost will be included in the appropriate fiscal years if the City is successfully obtains a grant for this work.

Existing Condition:

Areas of the concrete pavement are in good condition, but many areas are in poor condition and require replacement. Joint deterioration is the primary issue along this section of North New Ballas Road, and this issue causes poor ride quality. Much of the existing sidewalk was constructed in the early 1990's and falls short of the current accessibility standards. This section of North New Ballas Road was found to have an average pavement condition index (PCI) of 75 in 2016.

Justification: *Public Safety; Condition of Existing Facility; Availability of Outside Funding; Beautification*

New Ballas Road is the City's largest street and one of two City-maintained streets classified as a minor arterial. Preservation of this street's pavement is a high priority, both for the traveling public and to control future costs. The deteriorating concrete pavement, sidewalks, curbs, and entrances require a significant investment to correct, and grant assistance for the work will make affording these improvements much more manageable. An alternative to grant funding would be to devote approximately 10% of the City's annual concrete repairs to this section of New Ballas Road for the next 5-10 years.

Operating Budget Impact:

This project will eliminate joint patching needs and sidewalk issues that require staff attention.

Comments:

None.

Expenditure Type:

Planning & Design (FY2022)	\$ 150,000
Land Acquisition (FY2023)	\$ 36,000
Construction (FY2024)	\$ 204,000
Equipment	\$
Other	\$
Total (Design & Grant Match)	\$ 390,000

OLD OLIVE/LINDBERGH INTERSECTION RECONSTRUCTION (DESIGN & GRANT MATCH)**CAPITAL FUND**

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$382,000	TBD	\$382,000	\$32,000	\$0	\$0	\$125,000	\$10,000	\$215,000	\$0

Project Description:

This project involves the reconstruction of the intersection of Lindbergh Boulevard and Old Olive Street Road in order to provide full access in all directions. A traffic signal would be added to this intersection, as would a pedestrian/bicycle crossing. The costs shown represent approximately 10% of what is expected to be a \$2.5 million project. Staff plans to apply for the MoDOT Cost Share program for approximately 50% of the cost of the project and then to apply for federal Surface Transportation Program funding for approximately 40% of the project cost. Both applications are anticipated for FY2020. If the City is awarded this funding, then the full cost and grant funding will be included in the appropriate years.

Existing Condition:

The existing intersection of Lindbergh Boulevard and Old Olive Street Road allows only right-in, right-out access for Old Olive on both sides of Lindbergh. A concrete barrier along the Lindbergh median prohibits any east-west vehicular or pedestrian crossing of this intersection.

Justification: *Availability of Outside Funding; Coordination*

The proposed improvements to this intersection are supported by the Comprehensive Plan Creve Coeur 2030 and the 39 North Master Plan, and these improvements provide the best chance for a pedestrian or bicycle crossing of Lindbergh Boulevard in that area.

Operating Budget Impact:

The City will most likely need to take over the maintenance of Old Olive Street Road from the Missouri Department of Transportation in return for the funding for this project. The ongoing maintenance cost for Old Olive Street Road could be significant.

Comments:

Conceptual plans for this intersection have been developed as part of the Old Olive great streets study, which was completed through a partnership of St. Louis County, the St. Louis Economic Development Partnership, and the City of Creve Coeur. Funding in “prior years” represents design costs in FY2019 to refine the project plans and estimates in preparation for the funding applications. Future improvements to Old Olive Street Road are likely to qualify for federal funding, although the classification of Old Olive may change following its removal from the state roadway system.

Expenditure Type:

Planning, Design & Engineering	\$ 157,000
Land Acquisition	\$ 10,000
Construction	\$ 215,000
Equipment	\$
Other	\$
Total (Design & Grant Match)	\$ 382,000

NEW BALLAS ROAD IMPROVEMENTS – PHASE 2 (DESIGN & GRANT MATCH)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$425,000	TBD	\$425,000	\$0	\$0	\$0	\$0	\$0	\$100,000	\$325,000

Project Description:

The project includes pavement resurfacing, concrete curb and sidewalk replacement, and accessibility improvements along New Ballas Road from Conway Road to Ladue Road. The project will also include extending the existing planted median toward Conway Road, pedestrian connections to the bus stops along the east side of New Ballas, and a review of the traffic operations at New Ballas and Ladue Road. The grant match for Phase 1 (\$425,000) includes 100% of the design costs and 20% of the estimated land acquisition and construction costs. The full project cost will be included in the appropriate fiscal years if the City is successful in obtaining a grant for the work.

Existing Condition:

The asphalt pavement is generally in good condition, but many of the concrete sidewalks, curbs, and entrances are in poor condition. Although much of the sidewalk and curbing was replaced in FY2019, areas still fall short of the current accessibility standards. South New Ballas Road was found to have an average pavement condition index (PCI) of 70 in 2016, which indicates that the pavement is generally in “very good” condition and that is currently an appropriate candidate for pavement preservation. The pavement will be 20 years old at the time of the anticipated construction for this project, and the pavement condition is expected to have deteriorated by then to the point that resurfacing is necessary.

Justification: *Public Safety; Condition of Existing Facility; Availability of Outside Funding; Beautification*

New Ballas Road is the City’s largest street and one of two City-maintained streets classified as a minor arterial. Preservation of this street’s pavement is a high priority, both for the traveling public and to control future costs. The deteriorating sidewalks, curbs, and entrances require a significant investment to correct, and grant assistance for the work will make affording these improvements much more manageable.

Operating Budget Impact:

This project will eliminate pavement patching needs and sidewalk issues that require staff attention.

Comments:

The City applied for federal grant assistance for improvements to this section of New Ballas Road in FY2015, but the application was unsuccessful due to the good condition of the road at that time. This project is the second of what is expected to be four phases of work along New Ballas Road.

Expenditure Type:

Planning & Design (FY2024)	\$ 100,000
Land Acquisition (FY2025)	\$ 25,000
Construction (FY2026)	\$ 300,000
Equipment	\$
Other	\$
Total (Design & Grant Match)	\$ 425,000

CAPITAL FUND

9516 – CAPITAL EQUIPMENT

CAPITAL FUND

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2020-2024



9516 CAPITAL EQUIPMENT - 01

PUBLIC WORKS CAPITAL EQUIPMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$88,948	\$0	\$88,948	\$312,372	\$88,948	\$601,330	\$278,075	\$356,290	\$297,506	\$0

Project Description:

Capital equipment includes City equipment costing greater than \$20,000 and having a useful life of at least five years based on replacement schedule. The Public works equipment listed below is for the replacement of existing equipment that is 16 years old.

Existing Condition:

The current equipment has reached the end of its useful and dependable life. Significant maintenance costs can be expected if this equipment is kept in service.

Justification: *Public Safety; Condition of Existing Facility; Operating Efficiency*

Replacement of the equipment noted below is necessary to provide services to the residents and repair the City's infrastructure. Without replacement, it will not only have an effect on public safety, it will also affect the City's operating efficiency due to down time for equipment repairs.

Operating Budget Impact:

Replacement of older equipment helps reduce the overall annual maintenance costs of the Public works fleet. Holding on to older equipment will likely result in significant increases in repair bills and a reduction in efficiency and ability to provide service to the residents due to an increase in downtime cause by equipment failure.

Comments:

The following major equipment purchases are planned for FY2020 as replacements for older equipment:

- One-ton Dump Truck with Plow and Spreader\$ 88,948
- \$ 88,948

Public Works staff plans to trade-in or sell the replaced equipment at auction after the new replacement vehicle arrives. The amount of revenue from the auctioned equipment will help offset the cost to purchase new equipment.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	
Equipment	\$	88,948
Other	\$	
Total (FY2020)	\$	88,948

GOLF COURSE SPRAYER REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$35,000	\$0	\$35,000	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0

Project Description:

Purchase a new sprayer to replace the current combination of a 1997 Toro 3100 workman and 2004 Toro Spray system.

Existing Condition:

The current spray system and chassis are aging, and replacement should occur in FY21. The current chassis is 21 years old and has 3394 hours operating time, with an average of approximately 130 hours per year. The life expectancy of the chassis is 12 to 14 years. The current spray system is 14 years old, with an average life expectancy of 10 to 12 years.

Justification: *Condition of Existing Unit; Operating Efficiency*

The current chassis and sprayer combination has passed its useful life and is becoming costly and time-consuming to maintain. The operating efficiency of the course would increase by use of new sprayer technologies such as speed and turn control, spraying accuracy as well as reduced emissions.

Operating Budget Impact:

Maintenance and repair costs are approximately \$750 annually; however, as the unit ages the cost of maintenance can substantially increase. The anticipated annual maintenance costs for a newer unit for the first 5 years is less than \$200 per year.

Comments:

The city only has one sprayer and the downtime caused by maintenance repairs can impact pesticide control on all turf areas. Increased pressure from disease and weeds will have a negative impact on turf conditions and can deter golfers from play. Greens are sprayed every 10 to 14 days throughout the growing season to prevent disease pathogens from infecting play areas, as well as foliar fertilizer application. Greens are sprayed around 10 times annually to apply pre and post emergence weed and insect control. Fairways, tees, and rough areas are sprayed as much as 10 times annually to prevent and cure disease, insects, and weeds. A new sprayer is preferred to a used one due to lack of quality used sprayers available to purchase. Upon arrival of purchased sprayer, the old spray system would be traded in or sent to auction to help offset cost. The current chassis would be used by golf maintenance staff as a material handler.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	
Equipment	\$	35,000
Other	\$	
Total	\$	35,000

9516 CAPITAL EQUIPMENT – 05

PHONE SYSTEM REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$48,500	\$0	\$48,500	\$0	\$0	\$48,500	\$0	\$0	\$0	\$0

Project Description:

This project involves the replacement of the phone system used by the City's staff. The existing system will no longer be warranted or supported after 2021.

Existing Condition:

While the existing system is in fair condition, it seems likely that it will need a software or server upgrade in or around FY2021. .

Justification: *Condition of Existing Unit; Operating Efficiency*

Technical support for the phone system is essential to keeping it functional. The City's staff cannot perform their jobs without a functional phone system.

Operating Budget Impact:

A monthly licensing fee would be added to the operating budget of approximately \$25,800/year. This fee would be slightly offset by eliminating current PRI for phone (\$10,092/year) and phone maintenance (\$2,000/year).

Comments:

Due to Toshiba eliminating its telecommunications division, the current phone system will be unsupported in 2021, requiring the need to move to a new system that is up to date and supported.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	
Equipment	\$	48,500
Other	\$	
Total	\$	48,500

CAPITAL FUND

ADMINISTRATION

CAPITAL FUND

CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2020-2024



ADMINISTRATION

PROJECT MANAGER

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$85,075	N/A	\$85,075	\$83,000	\$85,075	\$87,202	\$89,382	\$91,616	\$93,906	\$0

Description:

This item includes the costs associated with the full-time salary and benefits for a Project Manager to oversee projects in the Capital Improvement Fund.

Existing Condition:

The project manager assists the Public Works Department-Administration Division with monitoring construction activity, preparing contract documents, performing design surveys, and developing review processes in order to ensure compliance with codes and specifications for capital improvement projects for the City of Creve Coeur.

Justification: *Operating Efficiency*

The responsible and effective administration of the City's capital improvement projects, and grant-related projects in particular, requires significant staff time. Projects often have similar schedules, and multiple projects often require immediate attention at the same time. The City's Public Works Administration staff is too small to consistently accommodate the demands of these projects while also meeting the expectations for the various other services provided by the Department of Public Works.

Operating Budget Impact:

Annual costs for this position may include ongoing employee training, city equipment, cell phone, and general supplies, which are anticipated to be approximately \$1,000 per year.

Comments:

Prior to FY2019, this position was fully funded through the General Fund – Public Works/Administration operating budget.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	
Equipment	\$	
Other	\$	85,075
Total (FY2020)	\$	85,075

CAPITAL FUND

FUTURE PROJECTS

CAPITAL FUND

CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS UNKNOWN



PARKS AND RECREATIONAL FACILITIES

FUTURE PROJECT: BEIRNE PARK PEDESTRIAN BRIDGE REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$150,000	TBD	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000

Project Description:

This project would involve the removal and replacement of a wooden pedestrian bridge that crosses Monsanto-Sunswept Creek to connect Foxbrook Drive to Beirne Park. The replacement bridge would be a pre-fabricated steel bridge with a wooden walking surface, smaller in width but similar in construction to those at the Creve Coeur Golf Course.

Existing Condition:

The existing bridge is made of steel trusses that support a wooden walking surface and wooden safety rails. The wooden elements of the bridge are deteriorating, and several elements have already been replaced.

Justification: *Public Safety; Condition of Existing Facility; Availability of Outside Funding; Citizen Demand*
The condition of some of the wooden walking surface has become a concern due to the uneven and sometimes slick surface.

Operating Budget Impact:

Public Works staff makes periodic repairs to this bridge following inspections and in response to complaints from nearby residents who use the bridge to access the park. A new, pre-fabricated bridge would virtually eliminate maintenance costs for the near future.

Comments:

This project would qualify for a Municipal Park Grant.

An alternative to this project would be to have the City's Public Works staff replace the wooden elements of the bridge. The cost of this work would be substantially less than the proposed pre-fabricated bridge.

The next revisions to the regulatory flood plain are expected to identify a floodway and a 100-year flood plain for the section of Monsanto-Sunswept Creek that this bridge spans. The impact to this bridge will be that changes to it might require a more significant design effort than if completed previously.

Expenditure Type:

Planning, Design & Engineering	\$ 50,000
Land Acquisition	\$
Construction	\$ 100,000
Equipment	\$
Other	\$
Total	\$ 150,000

Communication: Overview to 5 Year CIP (New Business)

STREETS AND SIDEWALKS

FUTURE PROJECT: BRIDGE AND CULVERT REHABILITATION

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
UNKNOWN	\$0	UNKNOWN	\$0	\$0	\$0	\$0	\$0	\$0	UNKNOWN

Project Description:

The City is responsible for the maintenance of several drainage culverts that carry creeks and streams beneath the City's roadways. This project involves the design and construction needed to address maintenance, repair, or replacement of these culverts as they become necessary.

Existing Condition:

Four of the City's culverts appear on the State of Missouri's state-wide register and are inspected annually by both City and State staff. These culverts are currently in good condition.

Justification: *Public Safety*

Past projects to repair culverts at Chilton Lane, Alden Lane, and Middlebrook Lane were undertaken after the failures of these culverts and when those failures threatened the roadway above. Effective and structurally sound culverts are required to keep stormwater from becoming a hazard to the driving public.

Operating Budget Impact:

Regular inspections will require some staff time to undertake. Consultants may be required to specific issues.

Comments:

None.

Expenditure Type:

Planning, Design & Engineering	\$	TBD
Land Acquisition	\$	TBD
Construction	\$	TBD
Equipment	\$	
Other	\$	
Total	\$	TBD

PARKS AND RECREATIONAL FACILITIES

FUTURE PROJECT: CERTIFIED NATURE EXPLORER CLASSROOM

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$25,000	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000

Project Description:

The proposed outdoor classroom could be located in Malcom Terrace Park or Millennium Park. This classroom would include elements such as music & movement area, a place to do nature art, a place to build, climb or crawl, a place to gather or play in water and will include signage throughout.

Existing Condition:

None.

Justification: *Protection & Conservation; Beautification*

The goal will be to create an area that can be utilized for both programming provided by the City as well as a place for birthday parties, meeting place for play or scout groups and outdoor classroom for local schools. Having a Certified Nature Explorer Classroom in a Creve Coeur park supports the CIP criteria by enhancing the usefulness and beautification of the environment by providing a nature-rich outdoor space for current and future generations to use the natural world as an integral part of learning.

Operating Budget Impact:

Minimal impact to the operating budget is anticipated – similar to adding playground equipment.

Comments:

None.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	25,000
Equipment	\$	
Other	\$	
Total	\$	25,000

PARKS AND RECREATIONAL FACILITIES

FUTURE PROJECT: CREEKSIDE/BELLERIVE TRAIL (GRANT MATCH)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$25,000	TBD	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000

Project Description:

The project involves the creation of a new asphalt trail to extend from the Creekside at Mason subdivision to Bellerive Elementary School, which would provide a pedestrian connection from Rue de Fleur and Bellerive Estates Drive to Mason Road. The amount of \$25,000 represents the City's portion of the cost for a \$125,000 project that is funded by a federal grant through the Recreational Trails Program (RTP). The actual cost of the project will be programmed into the appropriate years of the Capital Improvement Plan if the City is awarded the grant.

Existing Condition:

Several parcels of common ground connect along the south side of the creek and provide the opportunity for a pedestrian and bicycle pathway.

Justification: *Public Safety; Availability of Outside Funding; Citizen Request*

The City's parks are a sense of pride for Creve Coeur, and the City is obligated to provide adequate and safe access to the parks. Pursuit of grant funding to assist with maintaining this access allows the City to meet its obligations at a reduced cost.

Operating Budget Impact:

The City may assume responsibility to mow and otherwise maintain the common ground areas where the paths would be installed. Mowing costs are estimated to be approximately \$2,000/year.

Comments:

Support from the Parkway School District and the subdivision trustees will be sought before the City pursues a grant for this project. Easements will be required to construct the project.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	25,000
Equipment	\$	
Other	\$	
Total (Grant Match)	\$	25,000

PARKS AND RECREATIONAL FACILITIES

FUTURE PROJECT: CONWAY PARK LAKE DREDGING

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$250,000	N/A	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000

Project Description:

The project involves the removal of silt and other debris that has accumulated at the bottom of the lake at Conway Park.

Existing Condition:

This sediment has reduced the depth of the lake to the point where the fountain can no longer be used and the overall health of the pond is diminishing.

Justification: *Condition of Existing Facility; Beautification*

The lake at Conway Park is a key element of the landscape toward the north end of the park. Maintaining this as a healthy and attractive lake will help to preserve the visual appeal of Conway Park and will help to provide a positive experience for park patrons.

Operating Budget Impact:

Maintaining the fountain requires more significant staff time than if the fountain were in deeper water.

Comments:

None.

Expenditure Type:

Planning, Design & Engineering	\$ 30,000
Land Acquisition	\$
Construction	\$ 220,000
Equipment	\$
Other	\$
Total (Grant Match)	\$ 250,000

PARKS AND RECREATIONAL FACILITIES

FUTURE PROJECT: CONWAY PARK PATH RECONSTRUCTION

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$260,000	TBD	\$260,000	\$0	\$0	\$0	\$0	\$0	\$0	\$260,000

Project Description:

This project would involve the full-depth reclamation of the pavement of the asphalt walking path at Conway Park and the construction of a new, 10-foot-wide asphalt path over the newly fortified base. This method is preferred, because the existing path and its base would be ground up and integrated into the soil to provide a strong base for the new path.

Existing Condition:

The walking path at Conway Park is approximately 0.8 miles long. It connects the parking lot at the south end of the park to the City's dog park, and it loops around the park's lake to provide a commonly used walking path. This asphalt path is typically 6-7 feet wide. It has begun to fail in multiple locations, in part because the path is barely wide enough to allow all of the tires of the City's maintenance vehicles to consistently remain on the pavement. The result is that these vehicles put a lot of stress on the edges of the asphalt, and this has caused sections of the asphalt to crack.

Justification: *Cond. of Existing Facility; Beautification; Citizen Demand; Availability of Outside Funding*

The dog park is one of the most popular amenities in the City's parks, and staff has received requests from park patrons to repair this path. The current choice is to either replace sections of the path at its current width or to replace all of the path at a width that allows for better access. Some of the broken areas of the path have developed into hazards, and these areas have been temporarily closed until the City's Public Works crews or a contractor can replace that section of path.

Operating Budget Impact:

The existing path requires annual repairs. The proposed path would reduce or eliminate such maintenance for the foreseeable future.

Comments:

This work would qualify for funding through a Municipal Park Grant.

Expenditure Type:

Planning, Design & Engineering	\$ 10,000
Land Acquisition	\$
Construction	\$ 250,000
Equipment	\$
Other	\$
Total (Grant Match)	\$ 260,000

PARKS AND RECREATIONAL FACILITIES

FUTURE PROJECT: DIELMANN RECREATION COMPLEX RENOVATIONS - PHASE 2

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
UNKNOWN	TBD	TBD	\$0	\$0	\$0	\$0	\$0	\$0	UNKNOWN

Project Description:

A needs analysis for the Dielmann Recreation Complex was completed in 2013 and used as a guide for Round 15 Municipal Park Grant Commission construction grant awarded in 2015. Phase I renovations included updates to the lobby, creation of a centralized check-in desk for the building, and updated and expanded meeting room space, as well as energy efficiency upgrades. Future phases could include additional energy efficiency upgrades such as interior and exterior lighting, parking lot modifications for better traffic flow, additional updates to the East Meeting Room, such as the addition of a catering kitchen, direct entry from the east parking lot, a north facing clearstory for additional light in the ice arena, and additional on-ice lounge or locker room facilities.

Existing Condition:

The existing building is functional but inefficient from staffing, logistic, and energy standpoints.

Justification: *Availability of Outside Funding; Beautification; Citizen Demand; Operating Efficiency; Condition of Existing Facility*

This project was designed based on public input, and may be possible for future grant funding; however, several other priority projects have been slated for Municipal Park Grant funding for FY2019-FY2023.

Operating Budget Impact:

TBD

Comments:

CIP grant matches for FY2019-FY2023 have been earmarked for other upgrades or improvements at the Creve Coeur Golf Course and Park System.

Expenditure Type:

Planning, Design & Engineering	\$
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ TBD

STREETS AND SIDEWALKS

FUTURE PROJECT: DOWNTOWN STREETScape AND INFRASTRUCTURE

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
UNKNOWN	TBD	UNKNOWN	\$0	\$0	\$0	\$0	\$0	\$0	UNKNOWN

Project Description:

The downtown plan calls for a significant investment into the City's Central Business District, which is generally the area bounded by Olive Boulevard on the north, Old Ballas Road on the east and south, and Interstate 270 on the west. Improvements to the public rights of way in this area include pavement, gutters, wide sidewalks, cross-walks, signals, and street furniture beyond items that are developer expenses.

Existing Condition:

Excluding the perimeter roads, only the Studt Avenue pavement meets the downtown zoning requirements. Everything else will need to be purchased.

Justification: *Economic Growth; Public Safety; Beautification*

The City has had this district in the Comprehensive Plan since 1969, and it is not reasonable to expect that all of the costs within the public rights-of-way can be borne by the development community. Without public investment, the likelihood of development is increasingly remote. Proposed improvements are supported by the 2006 Creve Coeur Central Business District / Downtown Area Implementation Strategy Report.

Operating Budget Impact:

Operating costs are unknown, but these are expected to be low. The City will be required to enter into a maintenance agreement with the Missouri Department of Transportation for any non-standard or decorative features along Olive Boulevard.

Comments:

Median planters and street lights will be extended east along Olive Boulevard through the Central Business District by the Olive Boulevard Transportation Development District in 2016. Further enhancements to Olive Boulevard may not be possible due to limited right of way.

Expenditure Type:

Planning, Design & Engineering	\$
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ TBD

STREETS AND SIDEWALKS

FUTURE PROJECT: FALAISE SIDEWALK FEASIBILITY STUDY

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$20,000	N/A	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000

Project Description:

This project will explore the feasibility of a sidewalk along Falaise Drive, from Cross Creek Drive to Hibler Road.

Existing Condition:

There are currently no sidewalks along Falaise Drive. Pedestrians have the option to use the paved shoulder of Falaise, but this shoulder is not technically accessible. The streets to the north and south (Cross Creek Drive and Hibler Road, respectively) both have concrete sidewalks.

Justification: *Public Safety; Availability of Outside Funding; Citizen Demand; Coordination*

Some residents of the Country Forest Subdivision have requested that the City add a sidewalk to Falaise Drive. In addition, a majority of residents requested better pedestrian connectivity through the recent Citizen Survey. The addition of sidewalks to Falaise is supported by both the Comprehensive Plan Creve Coeur 2030 and the City's Strategic Plan.

Operating Budget Impact:

None.

Comments:

This project would involve public meetings to discuss the options available for the sidewalk.

Expenditure Type:

Planning, Design & Engineering	\$ 20,000
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ 20,000

STREETS AND SIDEWALKS

FUTURE PROJECT: FERNVIEW AT OLIVE INTERSECTION IMPROVEMENTS

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$850,000	TBD	TBD	\$0	\$0	\$0	\$0	\$0	\$0	\$850,000

Project Description:

This project involves improvements to the intersection of Fernview Drive at Olive Boulevard, including new traffic signals, pavement widening, pedestrian facilities, and illuminated street name signs.

Existing Condition:

The intersection of Fernview Drive and Olive Boulevard has old traffic signal equipment and poor islands and grades, and these conditions combine to create a barrier for future sidewalk projects along Olive Boulevard and along Fernview Drive.

Justification: *Public Safety; Availability of Outside Funding; Condition of Existing Facility*

The intersection improvements at Fernview and Olive would allow for pedestrian improvements where no pedestrian facilities currently exist.

Operating Budget Impact:

The City would need to maintain illuminated street name signs and other non-standard items added to the intersection of Fernview and Olive, but this expense is expected to be minimal.

Comments:

Olive Boulevard is owned and maintained by the Missouri Department of Transportation and this project would require MoDOT approval and permitting. Olive Boulevard and Fernview Drive qualify for federal grant assistance. The City could receive up to 80% reimbursement for costs related to this project if such a grant was awarded.

Expenditure Type:

Planning, Design & Engineering	\$ 100,000
Land Acquisition	\$
Construction	\$ 750,000
Equipment	\$
Other	\$
Total	\$ 850,000

STREETS AND SIDEWALKS

FUTURE PROJECT: FERNVIEW DRIVE / BELLERIVE ESTATES DRIVE SIDEWALK

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						Future
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	
\$1,050,000	TBD	TBD	\$0	\$0	\$0	\$0	\$0	\$0	\$1,050,000

Project Description:

The project will involve the addition of a sidewalk along Fernview Drive and Bellerive Estates Drive to connect the sidewalk on Mason Manor Drive to Olive Boulevard. These streets serve as the main roadway for much of the residential area in Ward 4 and have recently been reclassified as “minor collectors.” This reclassification allows for roadway and sidewalk improvements to be considered for federal grants.

Existing Condition:

No sidewalk currently exists along Fernview Drive or Bellerive Estates Drive, and no continuous sidewalk exists through the surrounding residential neighborhoods.

Justification: *Public Safety; Availability of Outside Funding*

The addition of a sidewalk along both Fernview Drive and Bellerive Estates Drive would provide a designated area for pedestrians that would be safer than the street, which is the only current option. Fernview Drive and Bellerive Estates Drive are each listed as “third priority” in the Creve Coeur Pedestrian Plan.

Operating Budget Impact:

This sidewalk would not significantly impact the City’s operating budget, but maintaining the sidewalk as an accessible pedestrian route would eventually become part of the capital improvement program.

Comments:

The proposed sidewalk would pass through approximately 50 properties. It is likely that the City would need to acquire easements from some of the affected property owners in order to adjust the lawns and driveways to allow the sidewalk to pass through. Fernview Drive and Bellerive Estates Drive were recently reclassified as “minor collector” roadways, a classification which qualifies these streets for federal grant assistance. The City would likely apply for a federal Transportation Alternatives Program grant for this project. This grant would require an aggressive schedule for easement acquisition.

Expenditure Type:

Planning, Design & Engineering	\$ 150,000
Land Acquisition	\$ 150,000
Construction	\$ 750,000
Equipment	\$
Other	\$
Total	\$ 1,050,000

PARKS AND RECREATIONAL FACILITIES

FUTURE PROJECT: GOLF COURSE IRRIGATION SYSTEM REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$875,000	TBD	\$875,000	\$10,500	\$0	\$0	\$0	\$0	\$0	\$860,000

Project Description:

This project includes replacing the current irrigation system with a new system that will use less water and will allow better control over irrigation. The cost shown above includes the design of the new irrigation system that was completed in FY2018. The anticipated construction cost is up to \$860,000, if the current trend of increasing materials costs continues.

Existing Condition:

The current irrigation system is over 40 years old. Required repairs have been increasing annually. The current setup is very limited in its ability to isolate areas of the system. Therefore, when there is a break or other repair is required, there is a significant area of the system that must closed-off and drained before it can be repaired. Not only does this result in water waste, but it also endangers the health of the turf, resulting in additional watering, chemical, and labor costs to bring that area back to health.

Justification: *Cond. of Ex. Facility; Operating Efficiency; Conservation; Outside Funding, Coordination*

The current system is becoming unserviceable because of its age. Additionally, a newer system can be controlled more specifically to both minimize the system loss when a repair is required, increasing the overall efficiency. Replacement of the irrigation system was recommended by the Golf Course Needs Assessment that was completed in FY2015.

Operating Budget Impact:

Once the initial install of the system has occurred, the cost of upkeep will be minimal for the next 10 years. A new irrigation system will require less maintenance and will better conserve water resources.

Comments:

Grant funding is possible through the St. Louis Municipal Park Grant Commission. This grant has a maximum award of \$475,000 per project requiring the City to match at least 5% of the project total. Costs shown for prior years includes the design of the new irrigation system in FY2018.

Expenditure Type:

Planning, Design & Engineering	\$ 15,000
Land Acquisition	\$
Construction	\$ 430,000
Equipment	\$ 430,000
Other	\$
Total	\$ 875,000

Communication: Overview to 5 Year CIP (New Business)

PARKS AND RECREATIONAL FACILITIES

FUTURE PROJECT: GOLF COURSE MAINTENANCE BRIDGE

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$150,000	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000

Project Description:

This project involves the replacement of the vehicular maintenance bridge at the Creve Coeur Golf Course with a pair of drainage culverts. A study in FY2019 found that construction of culverts would give the City more flexibility and would cost less than construction of a new bridge.

Existing Condition:

The existing bridge consists of old utility poles laid across the channel with wooden planks attached to the top to create a driving surface. The bridge is sinking on one side, the wood is rotting, and the planks often break and need to be replaced.

Justification: *Public Safety; Condition of Existing Facility; Operating Efficiency*

The existing bridge is used on a limited basis due to its condition. It is closed to heavy vehicles. Replacement of the bridge would allow for more use of the southeast corner of the golf course property.

Operating Budget Impact:

This maintenance bridge serves as the most direct access to the southeastern corner of the Golf Course. Using alternate routes takes longer and can cause damage to the course.

Comments:

None.

Expenditure Type:

Planning, Design & Engineering	\$ 45,000
Land Acquisition	\$
Construction	\$ 105,000
Equipment	\$
Other	\$
Total	\$ 150,000

PARKS AND RECREATIONAL FACILITIES

FUTURE PROJECT: GOLF COURSE SOUTH FENCE REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$75,000	\$0	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000

Project Description:

This project involves the replacement of a deteriorated fence along the south property line of the Creve Coeur Golf Course. This fence is in two sections, one on each side of Marford Drive.

Existing Condition:

All of the existing fence is old and in some state of disrepair. The fence on the east side of Marford Drive no longer reaches the ground, as the hillside below has eroded over time to the point where some of the fence footings are exposed. The fence on the west side of Marford Drive is overgrown with dense brush, and its condition has not been determined.

Justification: *Public Safety; Condition of Existing Facility; Citizen Demand*

Several residents on the east side of Marford Drive whose properties share the fence line with the Golf Course have requested that this fence be replaced. The fence is necessary to separate residential areas from areas of active play on the course.

Operating Budget Impact:

None.

Comments:

The replacement of the fence on the east side of Marford Drive is estimated to cost approximately \$25,000, and the fence on the west side of Marford Drive would be \$50,000 or more.

Expenditure Type:

Planning, Design & Engineering	\$ 5,000
Land Acquisition	\$ 0
Construction	\$ 70,000
Equipment	\$
Other	\$
Total	\$ 75,000

STORMWATER / PARK AND RECREATIONAL FACILITIES

FUTURE PROJECT: GOLF COURSE STORMWATER SYSTEM IMPROVEMENTS (PHASE 2)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$1,700,000	\$0	\$1,700,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,700,000

Project Description:

The scope of this project includes improvements to the lakes, dam, and drainage channels at the Creve Coeur Golf Course. Future projects include: dam replacement, south channel improvements, silt removal of the northern three lakes, and replacing the gabion rock lining the lakes with boulders and aquatic plants.

Existing Condition:

The lake system that runs through the Creve Coeur Golf Course was originally constructed as a series of stormwater detention lakes as part of the Creve Coeur Executive Office Park development, which is immediately north of the golf course. The dam at the south end of this system failed in 2013, and a temporary repair was made to the dam in FY2017. The lakes have accumulated silt, and the lakes are no longer deep enough to allow for fountains or to be healthy enough to resist algae growth during the summer.

Justification: *Condition of Existing Facility; Beautification, Citizen Demand*

The lakes are filling in with silt and debris, which must be removed to restore adequate water depth to support healthy ponds that continue to function as settlement basins. Suspended solids are significant pollutants in stormwater runoff, and settling ponds are recommended at the upstream end of a retention/detention system to allow the solids to settle out of the stormwater before the water flows into area creeks and streams.

Operating Budget Impact:

The anticipated maintenance costs for the stormwater facilities are expected to be approximately \$15,000 per year for the next 20 years.

Comments:

The City has invested approximately \$250,000 in studies, design, and repairs to this system from FY2013-FY2017. The most significant of these costs came in FY2017 for a project to remove silt from the southern-most lake and to stabilize the dam.

Expenditure Type:

Planning, Design & Engineering	\$ 150,000
Land Acquisition	\$
Construction	\$ 1,500,000
Equipment	\$ 50,000
Other	\$
Total	\$ 1,700,000

STREETS AND SIDEWALKS

FUTURE PROJECT: LADUE ROAD IMPROVEMENTS AT I-270

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
UNKNOWN	TBD	TBD	\$0	\$0	\$0	\$0	\$0	\$0	UNKNOWN

Project Description:

The project will require the evaluation of the traffic flow of Ladue Road between New Ballas Road and Coeur de Ville Drive, including the Ladue Road interchange at Interstate 270. Following the traffic study, the project would involve the design and construction of improvements to provide better traffic management and access to get on and off I-270.

Existing Condition:

Ladue Road intersects New Ballas Road, Emerson Road, Interstate 270, and Coeur de Ville within a quarter of a mile. This area is heavily used during morning and evening rush hours as commuters use this route for work, local hospitals, and schools. Turning lane lengths are generally inadequate to accommodate this congestion, and several of the turning movements from these intersections are in conflict.

Justification: *Public Safety; Condition of Existing Facility*

The existing intersection and roadway configuration causes traffic congestion and difficulties navigating across lanes of traffic to gain access to I-270. Improvement of access to Interstate 270 at Ladue Road would provide motorists with a better alternative to access the highway and could relieve pressure at the Olive/270 interchange.

Operating Budget Impact:

The City will be required to maintain any decorative and/or non-standard facilities that are installed within the rights of way of the Missouri Department of Transportation (MoDOT), including Interstate 270, Emerson Road, Ladue Road, and Coeur de Ville Drive.

Comments:

Interstate 270, Emerson Road, Ladue Road, and Coeur de Ville Drive are owned and maintained by MoDOT, and improvements to these roadways will require MoDOT approval. The City will explore grant and cost-sharing opportunities to implement this project. If changes are required to the I-270 overpass at Ladue Road, the scale and cost of this project will likely exceed what can be expected to receive federal funding through the Surface Transportation Program, which is typically sought for major roadway projects. Other funding sources may be required.

Expenditure Type:

Planning, Design & Engineering	\$
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ TBD

STREETS AND SIDEWALKS

FUTURE PROJECT: LADUE ROAD RESURFACING (DESIGN AND GRANT MATCH)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$500,000	TBD	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000

Project Description:

The project will involve asphalt resurfacing, full-depth asphalt pavement repairs, signal improvements, and sidewalk improvements along Ladue Road, from Emerson Road to Lindbergh Boulevard. Staff plans to apply for federal grant assistance for this project. The grant match for this phase includes 100% of the design, and 80% of the land acquisition and construction costs. The full project cost is expected to be approximately \$2.5 million and will be included in the appropriate fiscal years if the City successfully obtains a grant for this work.

Existing Condition:

Ladue Road is an asphalt minor arterial roadway in Creve Coeur that was last repaved by St. Louis County in 2012 as part of the transfer of the street following the closure and reconstruction of Interstate 64 (Highway 40). Ladue Road is currently in good condition, but several of the full-depth repairs that were completed in 2012 have begun to fail. The asphalt pavement will be over 20 years old by the time a project with grant funding reaches construction, and it is expected that the pavement will need to be resurfaced at that time.

Justification: *Public Safety; Condition of Existing Facility; Availability of Outside Funding*

Approximately 10,000 vehicles use Ladue Road each day. Preservation of the pavement of Ladue Road is a high priority.

Operating Budget Impact:

Resurfacing Ladue Road should have minimal impact on the operating budget. Most of the repairs and improvements to Ladue Road become capital improvement projects due to the scope and location of the work.

Comments:

Due to the scope of this project, it may need to be separated into two phases.

Expenditure Type:

Planning, Design & Engineering	\$ 250,000
Land Acquisition	\$ 50,000
Construction	\$ 200,000
Equipment	\$
Other	\$
Total (Design & Grant Match)	\$ 500,000

Communication: Overview to 5 Year CIP (New Business)

PARKS AND RECREATIONAL FACILITIES

FUTURE PROJECT: LAKE SCHOOL PARK PLAYGROUND REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$350,000	TBD	\$350,000	\$0	\$0	\$0	\$0	\$0	\$0	\$350,000

Project Description:

This project would involve the replacement of the playground at Lake School Park. The new playground would have accessible components and would have a suitable safety surface beneath it.

Existing Condition:

The existing playground at Lake School Park was constructed in 2003. It is in poor condition, and replacement parts for some of the elements are no longer available. The retaining walls and mulch that were used beneath the playground do not provide the fall protection that is required for new playgrounds.

Justification: *Public Safety; Condition of Existing Facility; Availability of Outside Funding*

Sections of the existing playground have been or will soon be closed due to the current conditions and the inability to find replacement parts.

Operating Budget Impact:

Public Works staff maintains this playground and the areas around it. As its condition worsens, staff will spend increasing amounts of time inspecting the playground and making repairs. A new playground will require less staff time.

Comments:

This project would qualify for a Municipal Park Grant, and an application for this project is anticipated in FY2027. If a Municipal Park Grant helps to pay for this playground, then nearly all of the cost of the project will be covered by the grant. The playground may not be able to be maintained in good working order for that long, and it may need to be closed for a time before it can be replaced.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	350,000
Equipment	\$	
Other	\$	
Total	\$	350,000

Communication: Overview to 5 Year CIP (New Business)

FUTURE PROJECT: MALCOLM TERRACE PARK BRIDGE AND STREAM REHABILITATION

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$500,000	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000

Project Description:

This project involves the rehabilitation of a section of Deer Creek in Malcolm Terrace Park that has eroded its banks and threatens a vehicular bridge at the end of Townsend Drive. This bridge is currently closed due to the erosion around its foundations. The creek bank stabilization would extend around and upstream from this bridge.

Existing Condition:

A structural review in FY2017 found that the bridge remains structurally sound. The concern is the erosion around the bridge's foundations. There is little vegetation or armoring along the stream banks to limit further erosion of the stream banks in this area.

Justification: *Public Safety; Operating Efficiency*

The bridge provides the best vehicular access to the south portion of Malcolm Terrace Park, and this access is the most convenient and efficient to use for maintenance and emergency vehicles.

Operating Budget Impact:

There is a nominal additional cost for maintenance staff to use the low-water crossing upstream of this bridge, but this bridge is not always accessible. When it is not accessible, maintenance is postponed.

Comments:

The City received a Bridge Engineering Assistance Program (BEAP) grant from the Missouri Department of Transportation (MoDOT) in FY2017 that fully funded a preliminary review of the Malcolm Terrace Park bridge. This review found that the existing bridge can be used in place.

Expenditure Type:

Planning, Design & Engineering	\$ 50,000
Land Acquisition	\$ 0
Construction	\$ 450,000
Equipment	\$
Other	\$
Total	\$ 500,000

STREETS AND SIDEWALKS

FUTURE PROJECT: MASON ROAD SIDEWALK INFILL

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$1,435,000	TBD	TBD	\$10,000	\$0	\$0	\$0	\$0	\$0	\$1,425,000

Project Description:

The project involves the City's participation in a joint, five-phase project with Saint Louis County and the City of Town and Country to create a continuous pedestrian route along Mason Road between Clayton Road and Olive Boulevard. The amount of \$1,435,000 represents the estimated cost to the City for its portion of three phases of the project, plus \$10,000 for the City's share of the cost to develop a concept plan for the sidewalk. The actual contributions to the project will be programmed into the appropriate fiscal years if the partnership is successful in obtaining one or more federal grants for the various phases of the project. These projects are envisioned to be added onto future St. Louis County projects to improve Mason Road.

Existing Condition:

No continuous sidewalk currently exists along Mason Road from Conway Road to Olive Boulevard. Gaps are present between Conway Road and Ladue Road and then for much of Mason Road between Ladue Road and Hibler Road.

Justification: *Public Safety; Coordination; Availability of Outside Funding; Citizen Demand*

This project will provide pedestrian accessibility along Mason Road where few pedestrian facilities currently exist. Completion of the sidewalk along Mason Road identified as a "Second Priority" project in the Creve Coeur Pedestrian Plan.

Operating Budget Impact:

None.

Comments:

Mason Road is owned and maintained by Saint Louis County. The City and the City of Town and Country developed a conceptual design plan for a continuous pedestrian route along Mason Road from Clayton Road to Olive Boulevard in FY2017. St. Louis County has recently been awarded a federal grant to provide new sidewalks at the intersections of Mason Road with Conway Road. Future improvements to the Mason Road sidewalk will qualify for federal grant assistance, which would likely come through the Surface Transportation Program (if with a St. Louis County roadway project) or the Transportation Alternatives Program (if as stand-alone projects).

Expenditure Type:

Planning, Design & Engineering	\$ 235,000
Land Acquisition	\$ 250,000
Construction	\$ 950,000
Equipment	\$
Other	\$
Total	\$ 1,435,000

PARKS AND RECREATIONAL FACILITIES

FUTURE PROJECT: MILLENNIUM PARK PARKING LOT LIGHTING

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$80,000	\$0	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$80,000

Project Description:

The project would involve adding lights to the parking lot at Millennium Park. These lights would be of the same style and would resemble the layout of the parking lot lights of the new Barnes Jewish Hospital parking lots adjacent to the Millennium Park lot.

Existing Condition:

The Millennium Park parking lot is currently not lit.

Justification: *Public Safety; Coordination*

Parking lot lighting will improve public safety for the lot in the evenings and will make the lighting consistent between the new and existing parking lots.

Operating Budget Impact:

There will be an on-going electrical bill for the lights, but this cost is expected to be low.

Comments:

None.

Expenditure Type:

Planning, Design & Engineering	\$ 10,000
Land Acquisition	\$
Construction	\$
Equipment	\$ 70,000
Other	\$
Total	\$ 80,000

PARKS AND RECREATIONAL FACILITIES

FUTURE PROJECT: MILLENNIUM PARK PLAYGROUND REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$400,000	TBD	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$400,000

Project Description:

This project would involve the replacement of the equipment and safety surface of the main playground at Millennium Park.

Existing Condition:

The existing playground at Millennium Park was constructed in the early 2000's. It is heavily used, especially by camps over the summer. The equipment is ageing, and replacement parts for the playground are becoming more difficult to find.

Justification: *Public Safety; Condition of Existing Facility; Availability of Outside Funding*

If replacement parts cannot be found for a playground element, then that section of the playground may be closed to use.

Operating Budget Impact:

Public Works staff maintains this playground and the areas around it. As its condition worsens, staff will spend increasing amounts of time inspecting the playground and making repairs. A new playground will require less staff time.

Comments:

This project would qualify for a Municipal Park Grant.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	400,000
Equipment	\$	
Other	\$	
Total	\$	400,000

STREETS AND SIDEWALKS

NEW BALLAS ROAD IMPROVEMENT PROJECT – PHASE 3 (DESIGN & GRANT MATCH)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$350,000	TBD	\$350,000	\$0	\$0	\$0	\$0	\$0	\$0	\$350,000

Project Description:

The project includes pavement resurfacing, concrete curb replacement, illuminated street name signs, and accessibility improvements along New Ballas Road from Ladue Road to Magna Carta Drive. Construction for this project is envisioned to be the third of four phases of improvements to New Ballas Road, with the ultimate limits of work extending from Conway Road to Craig Road. Staff plans to apply for federal grant assistance for this project. The grant match for this phase includes 100% of the design, and 80% of the land acquisition and construction costs. The full project cost will be included in the appropriate fiscal years if the City successfully obtains a grant for this work.

Existing Condition:

The asphalt pavement along New Ballas Road is generally in good condition, but many of the concrete sidewalks, curbs, and entrances are in poor condition. Much of the existing sidewalk falls short of the current accessibility standards. North New Ballas Road was found to have an average pavement condition index (PCI) of 72 in 2016, indicating the pavement was generally in “very good” condition at that time. New Ballas Road was last resurfaced in 2008, meaning that it will be over 20 years old and will need to be resurfaced by the time this project moves to construction.

Justification: *Public safety; Condition of Existing Facility; Availability of Outside Funding; Beautification*

New Ballas Road is the City’s largest street and one of two City-maintained streets classified as a minor arterial. Preservation of this street’s pavement is a high priority, both for the traveling public and to control future costs. The deteriorating sidewalks, curbs, and entrances require a significant investment to correct, and grant assistance for the work will make affording these improvements much more manageable.

Operating Budget Impact:

This project will eliminate pavement patching needs and sidewalk issues that require staff attention.

Comments:

The design for the Phase 3 improvements will include the design of Phase 4 (i.e. Magna Carta to Olive) in an effort to maximize efficiency and continuity of the design.

Expenditure Type:

Planning & Design	\$ 200,000
Land Acquisition	\$ 20,000
Construction	\$ 230,000
Equipment	\$
Other	\$
Total (Design and Grant Match)	\$ 450,000

STREETS AND SIDEWALKS

NEW BALLAS ROAD IMPROVEMENT PROJECT – PHASE4 (DESIGN & GRANT MATCH)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$270,000	TBD	\$270,000	\$0	\$0	\$0	\$0	\$0	\$0	\$270,000

Project Description:

The project includes pavement resurfacing, concrete curb replacement, illuminated street name signs, and accessibility improvements along New Ballas Road from Magna Carta Drive to Olive Boulevard. Construction for this project is envisioned to be the fourth and final phase of improvements to New Ballas Road, with the ultimate limits of work extending from Conway Road to Craig Road. Staff plans to apply for federal grant assistance for this project. The grant match for this phase includes 100% of the design, and 80% of the land acquisition and construction costs. The full project cost will be included in the appropriate fiscal years if the City successfully obtains a grant for this work.

Existing Condition:

The asphalt pavement along New Ballas Road is generally in good condition, but many of the concrete sidewalks, curbs, and entrances are in poor condition. Much of the existing sidewalk falls short of the current accessibility standards. North New Ballas Road was found to have an average pavement condition index (PCI) of 72 in 2016, indicating the pavement was generally in “very good” condition at that time. New Ballas Road was last resurfaced in 2008, meaning that it will be over 20 years old and will need to be resurfaced by the time this project moves to construction.

Justification: *Public safety; Condition of Existing Facility; Availability of Outside Funding; Beautification*

New Ballas Road is the City’s largest street and one of two City-maintained streets classified as a minor arterial. Preservation of this street’s pavement is a high priority, both for the traveling public and to control future costs. The deteriorating sidewalks, curbs, and entrances require a significant investment to correct, and grant assistance for the work will make affording these improvements much more manageable.

Operating Budget Impact:

This project will eliminate pavement patching needs and sidewalk issues that require staff attention.

Comments:

The design for the Phase 4 improvements will be completed as part of a joint design for Phases 3 and 4, if the City is awarded a federal grant for Phase 3.

Expenditure Type:

Planning & Design	\$ 20,000
Land Acquisition	\$ 20,000
Construction	\$ 230,000
Equipment	\$
Other	\$
Total (Design and Grant Match)	\$ 270,000

STREETS AND SIDEWALKS

FUTURE PROJECT: NEW BALLAS ROAD/OLIVE BOULEVARD INTERSECTION IMPROVEMENTS

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$1,850,000	TBD	TBD	\$0	\$0	\$0	\$0	\$0	\$0	\$1,850,000

Project Description:

This project will improve the geometry of the intersection by re-aligning the through lanes and extending turn lanes. The traffic signals (to be installed by MoDOT in FY2019) will need to be relocated for this project.

Existing Condition:

The New Ballas Road lane alignment is offset between the north and south sides of Olive Boulevard. Pedestrian facilities at this intersection are limited, and the existing signal equipment and medians force the one crosswalk across Olive to be crooked.

Justification: *Public Safety; Condition of Existing Facility; Availability of Outside Funding*

The intersection of Olive Boulevard and North New Ballas Road is one of the principal intersections in the City. The geometry and visibility of the intersection pose potential hazards. Improvements to this intersection would also impact and improve the pedestrian crossings. Sidewalks along both Olive Boulevard and North New Ballas Road are listed at "first priority" in the Creve Coeur Pedestrian Plan.

Operating Budget Impact:

No significant operating budget increase is anticipated to result from this project.

Comments:

Olive Boulevard is owned and maintained by the Missouri Department of Transportation and this project would require MoDOT approval and permitting. Olive Boulevard and New Ballas Road qualify for federal grant assistance. The City could receive up to 80% reimbursement for costs related to this project if such a grant were awarded.

Expenditure Type:

Planning, Design & Engineering	\$ 200,000
Land Acquisition	\$ 150,000
Construction	\$ 1,500,000
Equipment	\$
Other	\$
Total	\$ 1,850,000

Communication: Overview to 5 Year CIP (New Business)

STREETS AND SIDEWALKS

FUTURE PROJECT: NEW BALLAS SIDEWALK IMPROVEMENTS PHASE 2B

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$400,000	TBD	TBD	\$0	\$0	\$0	\$0	\$0	\$0	\$400,000

Project Description:

This project is designed to fill in the gap in the pedestrian network on the west side of New Ballas Road between Magna Carta Drive and Rocky Drive. This project would involve removing and replacing a retaining wall and landscaping within the project limits.

Existing Condition:

Following the completion of the North New Ballas Sidewalk Improvements Phase 2A Project, there will be a continuous sidewalk along both sides of North New Ballas Road from Ladue Road to Magna Carta Drive. No sidewalk exists between Magna Carta Drive and Rocky Drive on the west side of North New Ballas Road.

Justification: *Public Safety; Citizen Demand; Availability of Outside Funding*

Providing a sidewalk where none exists would improve accessibility and protect the general public walking along the area. New Ballas Road is identified as a “first priority” in the Creve Coeur Pedestrian Plan.

Operating Budget Impact:

None.

Comments:

It will be necessary to obtain easements for this project. New Ballas Road is classified as a minor arterial roadway and therefore qualifies for federal grant assistance for roadway and sidewalk projects.

The City was awarded a federal Transportation Alternatives Program grant in FY2018 for the “Phase 2A” sidewalk improvements. “Phase 2A” involves creating a new sidewalk from Ladue Road to the existing sidewalk at De Smet High School. Construction of this project will be completed in late FY2019.

Expenditure Type:

Planning, Design & Engineering	\$	50,000
Land Acquisition	\$	25,000
Construction	\$	325,000
Equipment	\$	
Other	\$	
Total	\$	400,000

STREETS AND SIDEWALKS

FUTURE PROJECT: OFFICE PARK ROADWAY AND SIDEWALK IMPROVEMENTS

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$1,350,000	TBD	TBD	\$0	\$0	\$0	\$0	\$0	\$0	\$1,350,000

Project Description:

The project will involve asphalt pavement resurfacing and sidewalk replacement along Olde Cabin Road, Office Parkway, and Craig Road within the Creve Coeur Executive Office Park. The new sidewalk would be increased to at least six feet wide to be consistent with the Creve Coeur Pedestrian Plan and would include sidewalk lighting. Roadway improvements would include the changes to several intersections along Craig Road that will be recommended through a concept study in FY2019.

Existing Condition:

The pavement within the Creve Coeur Executive Office Park is generally in fair condition: the micro-surfacing from 2011 is wearing off and pavement repairs are becoming more frequent. The sidewalks within the Office Park are generally structurally sound, but these sidewalks are not technically accessible. Any further micro-surfacing or resurfacing would require that the City address the accessibility issues along the sidewalk at the same time.

Justification: *Condition of Existing Facility; Coordination; Economic Development; Availability of Outside Funding*

The roads and sidewalks within the Creve Coeur Executive Office Park are heavily used by the businesses located there and serve as the means to access the City's Dielmann Recreational Complex. Maintenance of the pavement will be needed soon, and the scope of the sidewalk improvements and the longer life of the pavement resurfacing make a resurfacing project for the pavement repairs more logical than another surface treatment. Sidewalks along Craig Road (South of Olive), Office Parkway, and Olde Cabin Road are listed as "third priority" sidewalks in the Creve Coeur Pedestrian Plan.

Operating Budget Impact:

None.

Comments:

The cost breakdown for the project includes approximately 75% for sidewalk replacement, lighting, and curbing, and 25% for pavement resurfacing. These sidewalk improvements qualify for federal grant assistance, but an application failed in 2015.

Expenditure Type:

Planning, Design & Engineering	\$ 100,000
Land Acquisition	\$ 50,000
Construction	\$ 1,200,000
Equipment	\$
Other	\$
Total	\$ 1,350,000

STREETS AND SIDEWALKS

FUTURE PROJECT: OLD OLIVE STREET ROAD IMPROVEMENTS

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
TBD	TBD	TBD	\$0	\$0	\$0	\$0	\$0	\$0	TBD

Project Description:

This project involves the transformation of Old Olive Street Road from part of the state-maintained Olive/Lindbergh interchange to a City-maintained street that incorporates a new intersection at Old Olive Street Road and Lindbergh Boulevard, improved pedestrian access, street lighting, and other “great streets” elements into its design. The City entered into a partnership with the St. Louis Economic Development Partnership (SLEDP) and St. Louis County in FY2018 to begin a study into what this project would entail.

Existing Condition:

Old Olive Street Road is currently owned and maintained by the Missouri Department of Transportation. Old Olive is on the state’s roadway network, because its two halves serve as two ramps for the interchange of Olive Boulevard and Lindbergh Boulevard. An upcoming project by St. Louis County will overhaul this interchange, which will end the State’s need for Old Olive Street Road. Current discussions involve transitioning Old Olive Street Road from the State network to the City’s network.

Justification: *Beautification; Citizen Demand; Condition of Existing Facility; Availability of Outside Funding*
Improvements to Old Olive Street Road would be consistent with the Comprehensive Plan Creve Coeur 2030 and the 39 North Master Plan. The Creve Coeur Pedestrian Plan lists sidewalks along Old Olive Street Road as “second priority.”

Operating Budget Impact:

Adding Old Olive Street Road to the City’s network will increase operations and maintenance costs. If Old Olive is provided to the City in good condition, the initial maintenance costs would be expected to be low.

Comments:

Old Olive Street Road qualifies for federal grant assistance.
Improvements to Old Olive Street Road will be significant, and these will probably be completed in up to three phases. The intersection of Lindbergh Boulevard and Old Olive Street Road has been included in the CIP as a separate project, and this project is not included among the three phases of improvements.

Expenditure Type:

Planning, Design & Engineering	\$
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ TBD

PARKS AND RECREATIONAL FACILITIES

FUTURE PROJECT: PARK PLAYGROUND SAFETY SURFACE REPAIRS

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$75,000	TBD	TBD	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000

Project Description:

This project involves the replacement of damaged areas and rejuvenation of the rubberized safety surface beneath the City's playgrounds.

Existing Condition:

The City has four playgrounds in three parks that use a rubberized safety surface to provide the required fall protection against injury if a child were to fall off of a playground or swing set. The surfaces in Millennium Park were originally installed in 2002 and 2006, Beirne Park in 2009, and Conway Park in 2011. These surfaces begin to show significant wear after about 10-12 years of use, at which time replacement or significant maintenance is recommended.

Justification: *Public Safety; Availability of Outside Funding; Condition of Existing Facility*

Keeping the safety surface of the City's playgrounds in good condition is required for the continuing use of the playgrounds and the safety of the playgrounds' users.

Operating Budget Impact:

None.

Comments:

This work would qualify for grant funding through the Municipal Park Grant program.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	75,000
Equipment	\$	
Other	\$	
Total (Per Park)	\$	75,000

FUTURE PROJECT: PUBLIC ART IN CITY PARKS AND PROPERTIES

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
TBD	TBD	TBD	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Project Description:

This project would involve commissioning, installing, and/or renting art pieces to be displayed on City properties and in the City's parks.

Existing Condition:

Several art pieces are currently on display at the Creve Coeur Government Center, Millennium Park, Conway Park, and Malcolm Terrace Park.

Justification: *Beautification; Citizen Demand*

The Creve Coeur Arts Committee seeks to identify locations and install art on public lands to further the goals of the Public Art Master Plan, which was approved in 2012.

Operating Budget Impact:

City staff will encourage the artists to incorporate ease of maintenance into his design. Ongoing maintenance of the art pieces may be required, but these costs are anticipated to be minimal.

Comments:

The art projects will require reviews from the Parks and Historic Preservation Committee (if located in a park) and the Arts Committee.

Expenditure Type:

Planning, Design & Engineering	\$
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ TBD

GOVERNMENT FACILITIES

FUTURE PROJECT: PUBLIC WORKS EQUIPMENT STORAGE BUILDING

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$300,000	TBD	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000

Project Description:

The project involves the planning, design, engineering and construction for the demolition of the existing residential structure at 1030 North Lindbergh Boulevard and construction of an equipment storage shed at this property. The new building will have a floor area of approximately 5,600 square feet and will house the City's leaf vacuums, limb chippers, and other equipment that is stored on this site when not in use. The total project cost is estimated to be \$300,000. Planning, design and engineering (\$50,000) will provide better estimates of cost to be programmed into the appropriate future fiscal year.

Existing Condition:

The existing house is deteriorated and has little value to the operations of the Public Works Department. The basement stays wet, the grading and the subsurface drains are such that storm water infiltrates through the back door of the basement, and the roof and chimney leak into the upstairs portion of the house. The site currently provides no shelter for the City's equipment that is stored there.

Justification: *Condition of Existing Facility; Operating Efficiency*

The existing structure on this site provides little benefit to the Public Works Department. The property at 1030 N. Lindbergh Blvd is used as an equipment storage lot, a transfer station for the leaf and limb collection programs, a project supply lot, and a restroom facility for City workers. Currently the equipment is stored outside in the elements, which cause accelerated aging through exposure to UV as well as extreme temperature change, rain, and snow.

Operating Budget Impact:

A new structure will have water, electric and sewer hookups, but monthly utility costs are expected to be minimal (approximately \$3,000/annually). The structure proposed would be a concrete block building with a metal roof requiring minimal maintenance. Another positive impact on the operating budget will be a reduction in maintenance on equipment as well as increasing its service life.

Comments:

None.

Expenditure Type:

Planning, Design & Engineering	\$ 50,000
Land Acquisition	\$
Construction	\$ 250,000
Equipment	\$
Other	\$
Total	\$ 300,000

Communication: Overview to 5 Year CIP (New Business)

STREETS AND SIDEWALKS

FUTURE PROJECT: STUDDT EXTENSION – OLD BALLAS ROAD TO CRAIG ROAD

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
>\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	>\$1,000,000

Project Description:

This downtown plan recommended that Studdt Avenue be extended east beyond Old Ballas Road, to Craig Road. This will require the purchase of the office building at 677 Craig Road prior to construction of the road.

Existing Condition:

The office property is in fair condition but is small and does not appear to be fully occupied. It was appraised by the St. Louis County Assessor at \$825,500 in 2018. There is no right-of-way present and no reusable pavement.

Justification: *Public Safety; Condition of Existing Facility*

The intersection of North New Ballas Road and Olive Boulevard has a very low level of service for those going northbound to Olive Boulevard. Extending Studdt Avenue would draw motorists well east of New Ballas Road, through the future downtown area, before turning on Craig Road to reach Olive Boulevard. Connecting Studdt Avenue to Craig Road will also extend alternate access to the Creve Coeur Fire Department. Proposed improvements are supported by the 2005 Creve Coeur Central Business District Land Use Plan.

Operating Budget Impact:

Unknown.

Comments:

None.

Expenditure Type:

Planning, Design & Engineering	\$
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ >1,000,000

STREETS AND SIDEWALKS

FUTURE PROJECT: TRAIL CONNECTIVITY STUDIES

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
TBD	TBD	TBD	\$0	\$0	\$0	\$0	\$0	\$0	TBD

Project Description:

This project will involve the study of possible off-street trail connections to improve walkability and bikeability in Creve Coeur. Several trail areas have been identified for future review and consideration including, but not limited to, an area between Conway and Ladue roads, an area between Malcom Terrace Park to Spodee Road, and a trail connection near Millennium Park, from Mason Road through the Creekside at Mason Subdivision to Bellerive Elementary School.

Existing Condition:

While there are trails in several Creve Coeur parks, there are opportunities to create a more extensive greenway and pathway network for bicycle and pedestrian connectivity throughout the city.

Justification: *Citizen Demand; Protection & Conservation; Beautification; Coordination; Avail. of Outside Funding*
The Creve Coeur 2030 Comprehensive Plan and the Strategic Plan FY18-20 suggest the development of greenways to increase connectivity in Creve Coeur as an action item. A more robust trail network will provide better public access to community amenities and a variety of on- and off-street connections to promote cycling and walking as viable transportation options.

Operating Budget Impact:

Increasing the City trail infrastructure would require ongoing maintenance that would could impact the operating budget. In addition, proposed trails would most likely require easements from all property owners along the trail with associated costs that are yet to be determined.

Comments:

The design and construction of a new trail would qualify for federal and state grants. A study into a particular trail would be encouraged by support from residents directly along that trail, particularly those from whom the City would require easements for the project. Such support would be critical to successfully completing a project with grant funding and the specific schedules that accompany that funding.

Expenditure Type:

Planning, Design & Engineering	\$
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ TBD

STREETS AND SIDEWALKS

FUTURE PROJECT: WEST OLIVE MEDIAN ENHANCEMENTS PHASE II (MASON TO FERNVIEW) CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$2,200,000	\$0	\$2,200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$2,200,000

Project Description:

This project includes the construction of landscaped medians with decorative lighting in the medians along Olive Boulevard. Additional right-turn lanes may also be constructed to help manage traffic at signalized intersections. Replacement of traffic control signals with an upgraded black powder coat, Accessible Pedestrian Signals/cross walk signals, and illuminated street name signs are also planned as part of this project.

Existing Condition:

Olive Boulevard from Mason Road west to Fernview Drive is typically four lanes wide with a two-way lane between the east-bound and west-bound lanes. There are many points to make left turns to either the north or south, thus causing congestion and safety concerns.

Justification: *Public Safety; Economic Development; Beautification*

Olive Boulevard serves as a principal roadway in Creve Coeur. Improvements to the traffic flow and aesthetics along Olive will benefit many residents and visitors to the City.

Operating Budget Impact:

The City will be required to maintain any decorative and/or non-standard facilities that are installed within the Olive Boulevard right of way.

Comments:

The Missouri Department of Transportation (MoDOT) owns and operates Olive Boulevard. MoDOT will require that the City enter into a maintenance agreement for any decorative and/or non-standard items. This project will require MoDOT approval and permitting.

Expenditure Type:	
Planning, Design & Engineering	\$ 200,000
Land Acquisition	\$
Construction	\$ 2,000,000
Equipment	\$
Other	\$
Total	\$ 2,200,000

Communication: Overview to 5 Year CIP (New Business)

STREETS AND SIDEWALKS

FUTURE PROJECT: WEST OLIVE MEDIAN IRRIGATION CONTROL

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$40,000	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000

Project Description:

This project will involve evaluating the City's existing irrigation control system for the landscaped medians along Olive Boulevard from Cross Creek Drive to Mason Road. Following the evaluation, the project would include making adjustments or replacements to the system to make it function properly and efficiently.

Existing Condition:

The plants in the landscaped medians of Olive Boulevard rely upon an irrigation system to survive. The median irrigation control system is not fully connected to the irrigation system and does not function as it was intended. The system is currently running off of batteries and is often operated manually, which can be daily, on-site operation of the system at certain times of the year.

Justification: *Condition of Existing Facility; Economic Development; Beautification*

The City has invested in and takes pride in its landscaped medians. A functional irrigation system is vital to keeping the plants in the medians alive and thriving.

Operating Budget Impact:

On-site staff operation of the irrigation system, and the staff time needed for the traffic control and the safety concerns about working in the Olive medians, could be avoided with a wireless operational system that allows for controlling the system from an office.

Comments:

Proper functionality of the irrigation system is recommended prior to implementing any new, long-term planting plans for the Olive medians.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	
Equipment	\$	40,000
Other	\$	
Total	\$	40,000

STREETS AND SIDEWALKS

FUTURE PROJECT: WEST OLIVE SIDEWALK CONCEPT STUDY (MASON TO WEST CITY LIMIT) CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 20__	FY 20__	FY 20__	FY 20__	FY 20__	Future
\$95,600	\$0	\$95,600	\$5,600	\$0	\$0	\$0	\$0	\$0	\$95,600

Project Description:

The project involves engineering design services to evaluate the available options and to develop a preliminary plan to create a continuous, accessible pedestrian route along approximately 7,000 linear feet of the south side of Olive Boulevard, from Mason Road to Highway 141. The intent would be to provide a continuous sidewalk through both Creve Coeur and the City of Chesterfield. Infill sidewalk and accessibility improvements will be needed between Mason Road and Fernview Drive, but intersection improvements, retaining walls, and a pedestrian crossing at Creve Coeur Creek will likely be required to extend the sidewalk to Highway 141.

Existing Condition:

No continuous sidewalk currently exists along the south side of Olive Boulevard between Mason Road and the west city limit near Highway 141. Significant obstacles to creating this sidewalk include the intersection of Olive at Fernview, the crossing of Creve Coeur Creek, and existing grades.

Justification: *Public Safety; Coordination; Availability of Outside Funding*

The project will add and improve pedestrian accessibility along Olive Boulevard. This project would qualify for a federal Transportation Alternatives Program grant due to the sidewalk improvements, and it may qualify for a federal Surface Transportation Program grant with the anticipated traffic signal and intersection improvements at Fernview and Olive. A concept plan will allow the City to understand the scope of work for this project and will assist the City in any grant application(s) for the project. This sidewalk is identified as a "first priority" in the Creve Coeur Pedestrian Plan.

Operating Budget Impact:

None.

Comments:

Olive Boulevard is owned and maintained by the Missouri Department of Transportation, and this design would need to be approved by MoDOT. A portion of this concept design (from Fernview west to Mill Crossing) was developed in FY2013-FY2014, but this study was postponed indefinitely and was moved to a future project.

Expenditure Type:

Planning, Design & Engineering	\$ 95,600
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Total	\$ 95,600

Additional Comments:

The original intent was to develop a plan to create a continuous sidewalk along Olive Boulevard through both Creve Coeur and Chesterfield. Chesterfield informed the City in the fall of 2015 that they were no longer interested in participating in this plan, negating the overall goal for the project. Furthermore, with the cost of projects increasing, the City decided to focus on maintenance and improvements to the City's infrastructure, as opposed to a study in how to improve MoDOT's infrastructure.

BUILDING PROJECT BOND FUND PROJECTS

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2020-2024



9501 – POLICE BUILDING CONSTRUCTION

BUILDING PROJECT BOND FUND

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2020-2024



PROFESSIONAL SERVICES

BUILDING PROJECT BOND FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$1,200,914	\$0	\$1,200,914	\$1,175,914	\$25,000	\$0	\$0	\$0	\$0	

Project Description:

Professional services for the construction of the new Police Department building are required for site survey, building design, site layout, permitting, bidding, and construction inspection. These services include the consultant hired as the City's representative and project manager for the project. A majority of the design was completed in in FY2017 and FY2018. Construction-related services began in FY2018 and are expected to be finished with the anticipated completion of the building in FY2019. Some design costs may extend into FY2020.

Existing Condition:

None.

Justification: *Public Safety; Citizen Demand; Coordination; Operating Efficiency*

These services are necessary for the Police Building Project, and staff does not have the capacity to provide these services.

Operating Budget Impact:

None.

Comments:

The residents of Creve Coeur passed Proposition P in FY17 to provide funding for a new police station and accessibility, safety, and security improvements to the Creve Coeur Government Center.

Expenditure Type:

Police Building Design Services	\$ 712,322
Owner Rep/Project Manager	\$ 345,374
Survey & Other Design Services	\$ 62,500
Land Acquisition	\$
Construction	\$
Equipment	\$
Other (Contingency)	\$ 80,718
Total	\$ 1,200,914

SITE WORK AND BUILDING CONSTRUCTION

BUILDING PROJECT BOND FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future
\$8,331,802	\$0	\$8,331,802	\$8,027,489	\$304,313	\$0	\$0	\$0	\$0	\$0

Project Description:

This phase of the project includes all aspects of the site work, building construction, finishes, and furnishing of the new building for the Police Department. The City has hired United Construction to complete the majority of these construction services. Site work is expected to be complete in FY2018, and the building is expected to be complete, fully functional, and occupied in FY2019.

Existing Condition:

The existing Police Department is housed in the Creve Coeur Government Center building, and the existing facilities were found to be inadequate and inefficient to renovate.

Justification: *Public Safety; Citizen Demand; Coordination; Operating Efficiency*

A new police building was found to be the most appropriate means to provide for the current and future needs of the Police Department, which will allow the Police Department to continue to provide excellent services to the residents of Creve Coeur.

Operating Budget Impact:

None.

Comments:

None.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	7,642,489
Equipment	\$	385,000
Other (Contingency)	\$	304,313
Total	\$	8,331,802

GOVERNMENT CENTER ACCESSIBILITY AND SECURITY IMPROVEMENTS

BUILDING PROJECT BOND FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future
\$521,059	\$0	\$521,059	\$0	\$0	\$0	\$521,059	\$0	\$0	

Project Description:

This project involves assessment of and improvements to various aspects of the Creve Coeur Government Center building in order to bring the building into better compliance with current accessibility and security standards and expectations.

Existing Condition:

The Creve Coeur Government Center is a renovated elementary school. Several aspects of the layout and features of the building do not meet the current standards for accessibility or security.

Justification: *Public Safety; Citizen Demand; Coordination*

These improvements were specifically outlined in the bond referendum. As a public building, the Creve Coeur Government Center is expected to be accessible and secure, both for visitors and City staff.

Operating Budget Impact:

Accessibility and security renovations are expected to have minimal impact on the operating budget. These renovations may replace ageing equipment or facilities, which should decrease the maintenance costs associated with them.

Comments:

The residents of Creve Coeur passed Proposition P in FY17 to provide funding for a new police station and accessibility, safety, and security improvements to the Creve Coeur Government Center.

Expenditure Type:

Planning, Design & Engineering	\$ 50,000
Land Acquisition	\$
Construction	\$ 396,059
Equipment	\$ 75,000
Other	\$
Total	\$ 521,059

EXHIBIT C
TEN-YEAR CAPITAL IMPROVEMENT PROGRAM
(COMBINED CAPTIAL FUND AND BUILDING PROJECT FUND)
REVENUE AND EXPENDITURES SUMMARY FY2015-FY2024

REVENUES	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024
Beginning Fund Balance (est. Cash Basis as of July 1)	720,228	1,326,656	2,188,311	12,168,363	10,885,184	2,778,765	3,440,153	2,813,245	2,367,820	2,389,002
City Sales Tax	2,026,656	2,056,301	2,057,326	2,130,456	2,151,761	2,151,761	2,151,761	2,151,761	2,151,761	2,151,761
Building Project Bond Fund (Prop P)			10,843,381	0	0	0	0	0	0	0
Interest on Investments	1,326	1,092	2,923	125,409	37,600	10,900	8,750	8,750	8,750	8,750
Building Project Property Tax Collection			0	824,154	832,396	840,719	790,000	790,000	790,000	790,000
Other Agency Funding	465,735	627,305	662,851	664,998	392,129	983,600	354,000	696,000	20,000	20,000
Proceeds from Equipment Sales	29,963	15,440	10,420	0	5,000	0	10,000	10,000	10,000	10,000
Transfers In from Other Funds	400,000	400,000	400,000	1,200,000	400,000	400,000	400,000	400,000	400,000	400,000
TOTAL REVENUES	2,923,680	3,100,138	13,976,901	4,945,017	3,818,885	4,386,980	3,714,511	4,056,511	3,380,511	3,380,511

EXPENDITURES	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2023
Government Facilities	131,123	133,986	482,677	1,871,699	7,237,260	349,313	70,000	20,000	20,000	20,000
Parks and Recreational Facilities	70,698	551,553	163,003	813,462	528,666	150,000	395,000	125,000	230,000	100,000
Stormwater	17,313	40,405	198,457	148,370	250,000	0	150,000	0	0	150,000
Streets and Sidewalks	1,971,768	1,492,533	2,900,591	2,444,553	2,674,600	2,304,250	2,279,281	2,752,113	1,943,766	2,039,260
Capital Equipment	171,385	325,710	252,121	384,490	440,372	123,948	649,830	278,075	356,290	297,506
Administration	0	0	0	0	83,000	85,075	87,202	89,382	91,616	93,907
Debt Service	0	0	0	565,622	711,406	713,006	710,106	716,306	717,656	713,556
Transfers Out	0	0	0		0	0	0	0	0	0
TOTAL CAPITAL EXPENDITURES	2,362,287	2,544,187	3,996,849	6,228,196	11,925,304	3,725,592	4,341,419	4,501,935	3,359,329	3,414,229
ENDING FUND BALANCE (CASH BASIS)	1,281,621	1,882,607	12,168,363	10,885,184	2,778,765	3,440,153	2,813,245	2,367,820	2,389,002	2,355,284

**EXHIBIT D
CAPITAL FUND FUTURE PROJECT LIST**

FUTURE PROJECT LIST (in alphabetical order)	ESTIMATED COST	NOTES
Beirne Park Pedestrian Bridge Replacement	\$ 150,000	
Bridge and Culvert Rehabilitation	Unknown	Project intended to help plan for projects similar to the recent culvert failures on Alden, Chilton, and Middlebrook.
Certified Nature Explorer Classroom	\$ 25,000	Transferred from CIP FY17-FY21 to Future Project List
City Entrance Signage Upgrade/Replacement	Unknown	Per 39 North branding/marketing plan; Study included in CIP for FY2022 (originally FY2019).
Conway Park Lake Dredging	\$ 250,000	Project involves design and sediment removal to improve the Conway Park lake.
Conway Park Path Reconstruction	\$ 260,000	The existing path would be recycled into a new base for a wider and stronger path.
Creekside/Bellerive Estates Trail	\$ 125,000	A Recreational Trails Program grant application is envisioned for this project.
Dielmann Recreation Complex Renovations - Phase II	Unknown	Phase I was completed in FY2015-FY2016.
Downtown Streetscape and Infrastructure	Unknown	Per Business District / Downtown Area Implementation Strategy Plan
Falaise Sidewalk Feasibility Study	\$ 20,000	Multiple requests have been made to explore this sidewalk.
Fernview at Olive Intersection Improvements	\$ 850,000	Located in MoDOT right of way.
Fernview Drive/Bellerive Estates Drive Sidewalk Project	\$ 1,050,000	Per Pedestrian Plan; Fernview Sidewalk Feasibility Study in CIP for FY2020.
Golf Course Irrigation System Replacement	\$ 875,000	Moved to Future Projects from CIP due to cost and other needs.
Golf Course Maintenance Bridge	\$ 150,000	Removed from five-year CIP in FY2018. Formerly "Parks Bridge Replacement Project."
Golf Course South Fence Replacement	\$ 75,000	Replacement of the fence along the south side of the Golf Course. Adjacent residents requested this fence to be replaced.
Golf Course Stormwater System Improvements (Phase 2)	\$ 1,700,000	Phase 1 Improvements completed in FY2016-FY2017
Ladue Road Improvements at I-270	Unknown	Located in MoDOT right of way.
Ladue Road Resurfacing	\$ 2,500,000	Likely to become two phases of improvements due to project size.
Lake School Park Playground Replacement	\$ 350,000	The existing playground was installed in 2003 and is becoming obsolete.
Lindbergh Boulevard Streetscape Enhancement Project	Unknown	Signal Enhancements Project on Lindbergh in FY2018 reduced this project scope; Phase I - transferred from CIP FY2019 to Future Project List pending implementation of "39 North"
Malcolm Terrace Park Bridge and Stream Rehabilitation	\$ 500,000	Formerly "Parks Bridge Replacement Project." Stream bank stabilization and protection for a vehicular bridge in Malcolm Terrace Park
Mason Road Sidwalk Infill	\$ 1,435,000	Project in coordination with St. Louis County, with possible grant funding; transferred from CIP FY2017-FY2021 to Future Project List
Millennium Park Parking Lot Lighting	\$ 80,000	
Millennium Park Playground Replacement	\$ 350,000	The existing playground was installed in the early 2000's and is becoming obsolete.
New Ballas Road Improvement Project - Phase 3	\$ 1,450,000	Moved to Future Projects with reorganization of grant applications; federal grant application anticipated in FY2023; includes design for phases 3 and 4.
New Ballas Road Improvement Project - Phase 4	\$ 1,270,000	Moved to Future Projects with reorganization of grant applications in FY2019; federal grant application anticipated in FY2024
New Ballas Road / Olive Boulevard Intersection Improvements	\$ 1,850,000	Cost estimate updated FY2018; Signal Enhancements Project on Olive in FY2018 included this intersection
New Ballas Sidewalk Phase 2B - Magna Carta Drive to Rocky Drive	\$ 400,000	Easements required; grant funding possible; Cost estimate updated FY2018; Federal grant awarded for Phase 2A project (Ladue to De Smet), with construction in FY2019
Office Park Roadway and Sidewalk Improvements	\$ 1,350,000	Project includes both sidewalk improvements and roadway improvements; cost updated F2018
Old Olive Street Road Improvements	Unknown	Planning study with St. Louis County and St. Louis Economic Development Partnership in FY2018 to shape the scope of this project; possible future federal grant application
Park Playground Safety Surface Repairs (each)	\$ 75,000	Included in CIP FY2021 and FY2024; additional surfaces need repair in future
Public Art in City Parks and Properties	Unknown	
Public Works Equipment Storage Building	\$ 300,000	Transferred from CIP FY16-FY20 to Future Project List
Studt Extension from Old Ballas Road to Craig Road	\$ 1,000,000	Per Central Business District Land Use Plan 2005
Trail Connectivity Studies	Unknown	Per Comprehensive Plan 2030 and Strategic Plan FY18-20; scope, location and cost TBD; studies of trails at Malcolm Terrace Park and Millennium Park included in FY2020
West Olive Median Enhancements, Phase II - Mason to Fernview	\$ 2,200,000	
West Olive Median Irrigation Control	\$ 40,000	
West Olive Sidewalk Concept Study - Mason to West City Limit	\$95,600	Cost includes \$5,600 from FY2014; Tranferred from CIP FY17-FY21 due to loss of interest by area cities for connections to this sidewalk

Future Projects are identified projects which either have no available funding or do not have a fully developed scope or estimate. See Future Project Sheets for more information.

***New projects in bold**

Communication: Overview to 5 Year CIP (New Business)

CITIZEN RECOMMENDATIONS AND STAFF RESPONSES
CAPITAL IMPROVEMENT PROGRAM
FISCAL YEARS 2020-2024

Each recommendation is summarized below, generally in the order that the request was received. All of the recommendations and the corresponding responses from City staff are attached.

1. Dan Creston (415 Sheffield Estate Drive)
 - Add a sidewalk to Mason Road.
2. Cathy Luh (12233 Kingshill Drive)
 - Add a sidewalk to Falaise Drive.
3. Jane Ryley (954 North Spoede Road)
 - Add a traffic signal at Olive Boulevard and Barre Haven Drive.
4. Al Fischer (12206 Princetowne Drive)
 - Repair Princetowne Drive
5. Randy Dunn (20 Beacon Hill Drive)
 - Replace street signs with illuminated, white signs with black letters.
6. Michael Tessler (13523 Weston Park Drive, Town and Country)
 - Improve median of Craig Road just south of Olive Boulevard.
7. Melissa Inkley (12958 Ferntop Lane)
 - Repair the drainage culvert behind this home.
 - Provide asphalt overlay for Ferntop Lane, Fernway Lane, and Ferngate Lane
 - Replace stop sign posts and street sign posts in Fernwood subdivision with the decorative posts.
8. Robert Kent (13084 Ferntrails Lane)
 - Inventory sidewalks
 - Survey residents to determine interest in adding a sidewalk to their street
 - Establish a cost-share program for sidewalk repairs
 - Survey residents to determine interest in street lights
 - Set up a capital fund to add street lights to subdivisions
 - Revise pavement program to reach a condition goal in the next 5-10 years
 - Suspend capital expenditures for the Dielmann Recreation Complex
 - Convert golf course and Dielmann Recreation Complex into a park and updated community facility.
9. Country Forest Subdivision Trustees
 - Include appearance as part of the criteria for selecting streets to repair.
 - Resurface the streets in the Country Forest Subdivision.
10. Bob Hurster (561/567 Sarah Lane), Board President, Villas at Golfview Condominiums
 - Install new drains on Sarah Lane to prevent stormwater from entering parking lot.
11. Scott Alton (439 Ridgecorde Place; 11457 Olde Cabin Road)
 - Repave Craig Road.

12. David McCoy (831 Montmartre Court) on behalf of the Parks and Historic Preservation Committee
Nancy Litzinger (764 Aramis Drive)
 - Provide \$100,000 for improvements to cabins and Lake School house.
13. David McCoy (831 Montmartre Court) on behalf of the Parks and Historic Preservation Committee
 - Increase the number of walking and biking trails.
14. Joanna Schillinger (62 Tealwood Drive)
 - Replace rock slope along Lindbergh Boulevard with a wall.

From: "Dan Creston" <dan.creston@gmail.com>
Date: December 1, 2018 at 9:33:29 AM CST
To: <sstott@crevecoeurmo.gov>
Subject: Capital Projects

Hi Sharon – Saw a post on Facebook looking for Capital Improvement suggestions. I'm not sure if Mason Road from Conway to Ladue is in Creve Coeur or Town and Country? If it is in Creve Coeur we could use a full sidewalk for the length of Mason Road from Conway to Ladue. There is some sidewalk there but it is inconsistent.

Thanks,
Dan Creston
Trustee Sheffield Estates

Dan Creston
Creston Consulting, LLC
Start-up / Small Business Consulting
415 Sheffield Estate Dr.
Creve Coeur, MO 63141

314-542-4042 office
314-575-4192 cell
dan.creston@gmail.com

www.archgrants.org
www.stlouisarchangels.com

From: "Dan Creston" <dan.creston@gmail.com>
Date: December 28, 2018 at 3:00 PM CST
To: <mwohlberg@crevecoeurmo.gov>
Subject: Sidewalk on Mason

Not sure if I sent this to you or not a few weeks ago, but is Mason between Conway & Ladue Creve Coeur? If so request a full sidewalk on Mason, only part of it is covered now.

Thanks
Dan Creston
Sheffield Estates

Sent from my iPhone

Dan Creston

Cell: 314-575-4192



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Re: Sidewalk on Mason

1 message

Matt Wohlberg <mwohlberg@crevecoeurmo.gov>
To: Dan Creston <dan.creston@gmail.com>
Bcc: Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Fri, Jan 4, 2019 at 11:22 AM

Dan,

I think you may have submitted something, because the topic sounds familiar. Unfortunately, I cannot find a previous message.

Regardless, this is a good suggestion. There would be several agencies involved with adding this sidewalk: Mason Road is owned and maintained by St. Louis County, the south half of this section of Mason is in Town and Country, and the north half of this section of Mason is in Creve Coeur. Several years ago, Town and Country and Creve Coeur developed a plan to add a sidewalk or bike trail to Mason Road and reviewed it with St. Louis County. We found that it was not really feasible to try to create the sidewalk separately from roadway improvements, but we are in a good position to add the sidewalk or trail to the next St. Louis County project to improve Mason.

This project is currently listed as a "future project" in the CIP, because we do not know which year it would be built. I think that it will continue to be a future project in the current iteration of the CIP forecast.

I hope that this helps. Please let me know if you would like to discuss this or anything else.

Thank you,

Matt

CITY OF CREVE COEUR

Matt Wohlberg, PE, CFM
City Engineer

300 N. New Ballas Road
Creve Coeur, MO 63141
Phone: (314) 442-2084
Fax: (314) 872-2505

www.creve-coeur.org

On Fri, Dec 28, 2018 at 3:00 PM Dan Creston <dan.creston@gmail.com> wrote:

Not sure if I sent this to you or not a few weeks ago, but is Mason between Conway & Ladue Creve Coeur? If so request a full sidewalk on Mason, only part of it is covered now.

Thanks

Dan Creston
Sheffield Estates

Sent from my iPhone

Dan Creston

Cell: 314-575-4192

Communication: Overview to 5 Year CIP (New Business)

From: **Cathy Luh** <cathyluh@icloud.com>
Date: Mon, Dec 3, 2018 at 3:26 PM
Subject: Capital improvements
To: <sscott@crevecoeurmo.gov>

Hi,

I love on Kingshill and walk extensively around my neighborhood. I appreciate the sidewalk addition along Coeur de Ville a few years back, and the sidewalk widening on Coeur de Ville up to Olive more recently.

It would be great — and safer— to have a sidewalk along the stretch where Cross Creek Dr becomes Falaise near the “Country Forest” subdivision signs. I personally turn onto Country Glen lane, so that stretch is most important to me.

Thanks,
Cathy Luh
12233 Kingshill Dr
63141

Sent from my iPhone



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Re: Capital improvements

Matt Wohlberg <mwohlberg@crevecoeurmo.gov>
To: Sharon Stott <sstott@crevecoeurmo.gov>
Bcc: Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Tue, Dec 4, 2018 at 3:49 PM

Hi Sharon,

We have had several variations of this request over the past few years. Unfortunately, while there are some in the Country Forest subdivision who think that a sidewalk is a good idea, there are others who think that one is a bad idea.

I think that it would be appropriate to add a future project for this sidewalk, with the first step in the project being a feasibility study. The intent would be to create a continuous walking path to connect the existing sidewalks at Hibler Road and at Cross Creek Drive. We will need to get the support of the neighborhood before we move forward with a design. The feasibility study would give us the cost and easement information we would need to have the necessary discussions with the subdivision. All of this will take time.

In the meantime, we plan to continue sidewalk repairs and improvements along Cross Creek Drive and Tempo Drive in the next fiscal year.

Thank you,

Matt

CITY OF CREVE COEUR

Matt Wohlberg, PE, CFM
City Engineer

300 N. New Ballas Road
Creve Coeur, MO 63141
Phone: (314) 442-2084
Fax: (314) 872-2505

www.creve-coeur.org

On Mon, Dec 3, 2018 at 4:37 PM Sharon Stott <sstott@crevecoeurmo.gov> wrote:
CIP...

----- Forwarded message -----
From: **Cathy Luh** <cathyluh@icloud.com>
Date: Mon, Dec 3, 2018 at 3:26 PM
Subject: Capital improvements
To: <sstott@crevecoeurmo.gov>

Hi,
I love on Kingshill and walk extensively around my neighborhood. I appreciate the sidewalk addition along Coeur de Ville a few years back, and the sidewalk widening on Coeur de Ville up to Olive more recently.

It would be great — and safer— to have a sidewalk along the stretch where Cross Creek Dr becomes Falaise near the “Country Forest” subdivision signs. I personally turn onto Country Glen lane, so that stretch is most important to me.

Thanks,
Cathy Luh

Communication: Overview to 5 Year CIP (New Business)

12233 Kingshill Dr
63141

Sent from my iPhone

--

Sharon Stott
Assistant City Administrator
City of Creve Coeur
300 N. New Ballas Road
Creve Coeur, MO 63141
P| 314-872-2516
F| 314-872-2539
sscott@crevecoeurmo.gov
www.creve-coeur.org

From: **Ryley, Jane (ELS-STL)** <J.Ryley@elsevier.com>
Date: Tue, Dec 4, 2018 at 11:08 AM
Subject: Capital Improvement Projects --- City of Creve Coeur
To: sstott@crevecoeurmo.gov <sstott@crevecoeurmo.gov>

Attn: Sharon Stott, Assistant City Administrator, c/o CIP Ideas, City of Creve Coeur, [300 N. New Ballas Rd., Creve Coeur, MO 63141](#).

Dear Ms. Stott,

I received the below announcement through my enrolment in the Next Door neighborhood program.

Citizen Input for Capital Improvement Projects

The city is seeking ideas for capital improvement projects from Creve Coeur residents. Capital improvements include projects such as the construction of sidewalks, street resurfacing and improvements to the stormwater system. If you would like the city to consider a project, please submit your ideas by February 4, 2019, to sstott@crevecoeurmo.gov or write to: Sharon Stott, Assistant City Administrator, c/o CIP Ideas, City of Creve Coeur, 300 N. New Ballas Rd., Creve Coeur, MO 63141.

The idea I would like to submit is for the installation of a traffic light at the intersection of Barre Haven Drive and Olive Boulevard.

I live in the Briarcliff subdivision, and the nightly traffic through our neighborhood is constant. Understandably, the employees of the businesses at the intersection in question, as well as the residents of the WestChase apartments, must cut through Briarcliff in order to travel east on Olive or south on Spoede via the North Spoede/Olive intersection light. (Of note, there are signs indicating through traffic is prohibited.) However, a left turn onto Olive from Barre Haven at rush hour, is both virtually impossible and dangerous.

As a resident, I've long been aware of the volume of traffic, based upon noise level. However I recently installed a Ring video doorbell on my residence. I now have proof that between the hours of approximately 4 pm and 6 pm, one vehicle per minute passes by the intersection of North Spoede and Wilton Royal.

I realize there is a short distance between the light at Spoede/Olive, the Barre Haven/Olive intersection, and the Graeser/Olive intersection. However if the lights were timed appropriately, motorists would have clear passage through that area.

I appreciate the opportunity to express my idea. If I can further clarify the benefits to the entire community of such an initiative, please let me know.

Best wishes,

Jane Ryley

954 N. Spoede Rd.

St. Louis, MO 63146

Cell: 314-397-2011

E-mail: j.ryley@elsevier.com



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Re: Capital Improvement Projects --- City of Creve Coeur

1 message

Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Tue, Dec 4, 2018 at 1:26 PM

To: Sharon Stott <sstott@crevecoeurmo.gov>

Cc: Jim Heines <jheines@crevecoeurmo.gov>

Hi Sharon,

Almost anything concerning a traffic signal on Olive would be a MoDOT issue.

I would not necessarily recommend adding a signal at Barre Haven and Olive to MoDOT. The signal would be too close to the existing signals at Graeser and Spoede to meet the MoDOT spacing standards. It might be more difficult than Ms. Ryley thinks to coordinate the timing of the signals, and I think that it would make the area more congested. The recommendation would probably fail before it started. I suppose we could ask MoDOT to review it, even if the outlook is not very good.

Perhaps you can share the following with Ms Ryley:

Thank you for the suggestion. We will ask MoDOT to review whether an additional signal would be feasible at the intersection of Olive and Barre Haven. However, the City's Public Works staff feels that adding this signal will be unlikely due to the close proximity to the signals at Olive and Spoede and at Olive and Old Olive. MoDOT typically requires at least 1/4 to 1/2 mile between new signals, and the addition of a signal at Barre Haven and Olive would be within about 500 feet of the signal at Spoede.

Thank you,

Matt

CITY OF CREVE COEUR

Matt Wohlberg, PE, CFM
City Engineer

300 N. New Ballas Road
Creve Coeur, MO 63141
Phone: (314) 442-2084
Fax: (314) 872-2505

www.creve-coeur.org

On Tue, Dec 4, 2018 at 12:10 PM Sharon Stott <sstott@crevecoeurmo.gov> wrote:

Matt,

I gather a traffic signal would be a MODOT issue. Is this something we would normally recommend to MODOT? Any comments I can share with Ms. Ryley?

Thank you.

Sharon

----- Forwarded message -----

From: **Ryley, Jane (ELS-STL)** <J.Ryley@elsevier.com>

Date: Tue, Dec 4, 2018 at 11:08 AM

Communication: Overview to 5 Year CIP (New Business)

Subject: Capital Improvement Projects --- City of Creve Coeur
To: sscott@crevecoeurmo.gov <sscott@crevecoeurmo.gov>

Attn: Sharon Stott, Assistant City Administrator, c/o CIP Ideas, City of Creve Coeur, 300 N. New Ballas Rd., Creve Coeur, MO 63141.

Dear Ms. Stott,

I received the below announcement through my enrolment in the Next Door neighborhood program.

Citizen Input for Capital Improvement Projects

The city is seeking ideas for capital improvement projects from Creve Coeur residents. Capital improvements include projects such as the construction of sidewalks, street resurfacing and improvements to the stormwater system. If you would like the city to consider a project, please submit your ideas by February 4, 2019, to sscott@crevecoeurmo.gov or write to: Sharon Stott, Assistant City Administrator, c/o CIP Ideas, City of Creve Coeur, 300 N. New Ballas Rd., Creve Coeur, MO 63141.

The idea I would like to submit is for the installation of a traffic light at the intersection of Barre Haven Drive and Olive Boulevard.

I live in the Briarcliff subdivision, and the nightly traffic through our neighborhood is constant. Understandably, the employees of the businesses at the intersection in question, as well as the residents of the WestChase apartments, must cut through Briarcliff in order to travel east on Olive or south on Spoede via the North Spoede/Olive intersection light. (Of note, there are signs indicating through traffic is prohibited.) However, a left turn onto Olive from Barre Haven at rush hour, is both virtually impossible and dangerous.

As a resident, I've long been aware of the volume of traffic, based upon noise level. However I recently installed a Ring video doorbell on my residence. I now have proof that between the hours of approximately 4 pm and 6 pm, one vehicle per minute passes by the intersection of North Spoede and Wilton Royal.

I realize there is a short distance between the light at Spoede/Olive, the Barre Haven/Olive intersection, and the Graeser/Olive intersection. However if the lights were timed appropriately, motorists would have clear passage through that area.

I appreciate the opportunity to express my idea. If I can further clarify the benefits to the entire community of such an initiative, please let me know.

Best wishes,

Jane Ryley

954 N. Spoede Rd.

St. Louis, MO 63146

Cell: 314-397-2011

E-mail: j.ryley@elsevier.com

--

Sharon Stott
Assistant City Administrator
City of Creve Coeur
300 N. New Ballas Road
Creve Coeur, MO 63141
P| 314-872-2516
F| 314-872-2539
sscott@crevecoeurmo.gov
www.creve-coeur.org

AL FISCHER

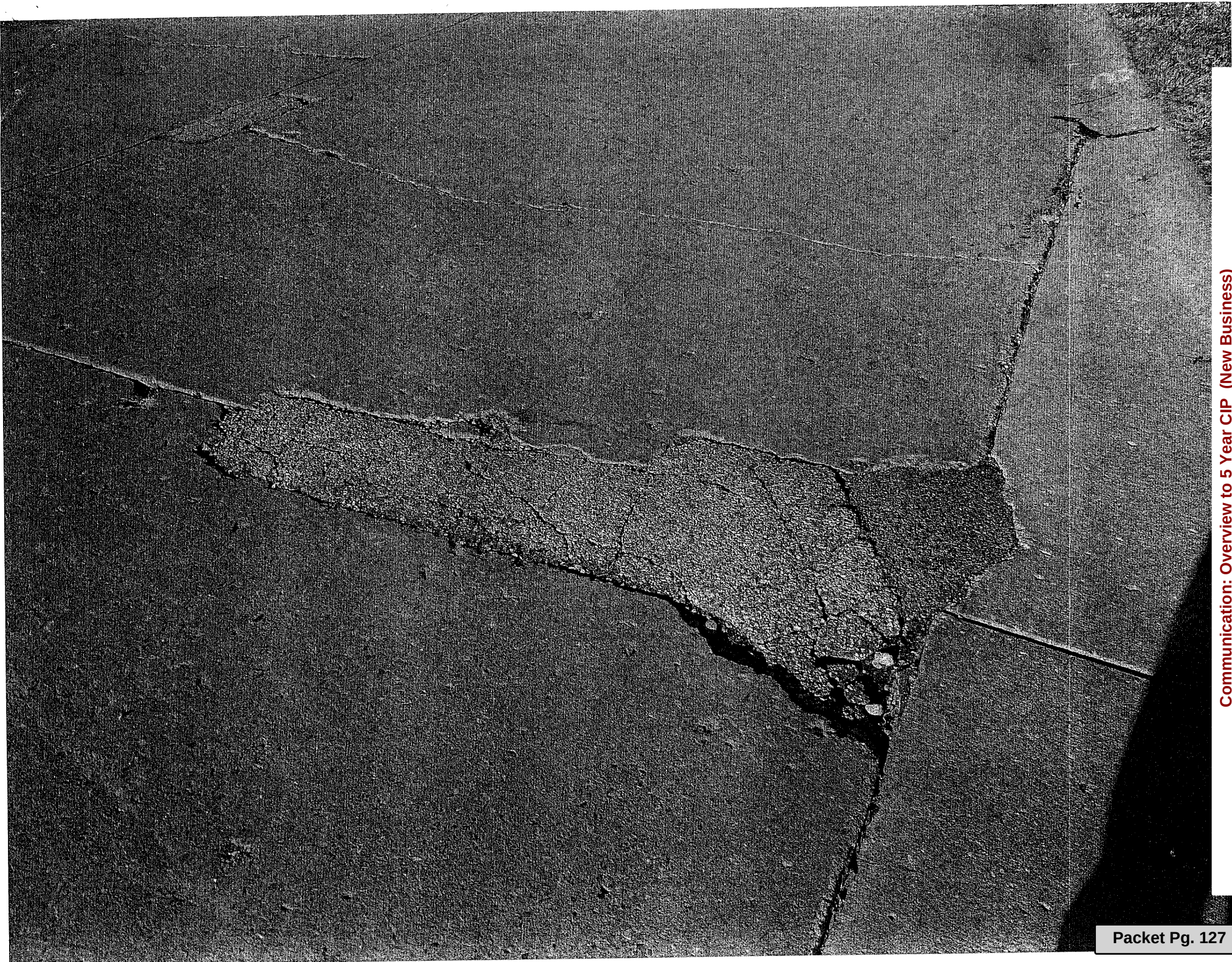
12206 PRINCE TOWNE

CREVE COEUR, MO.

63141

314-434-5815

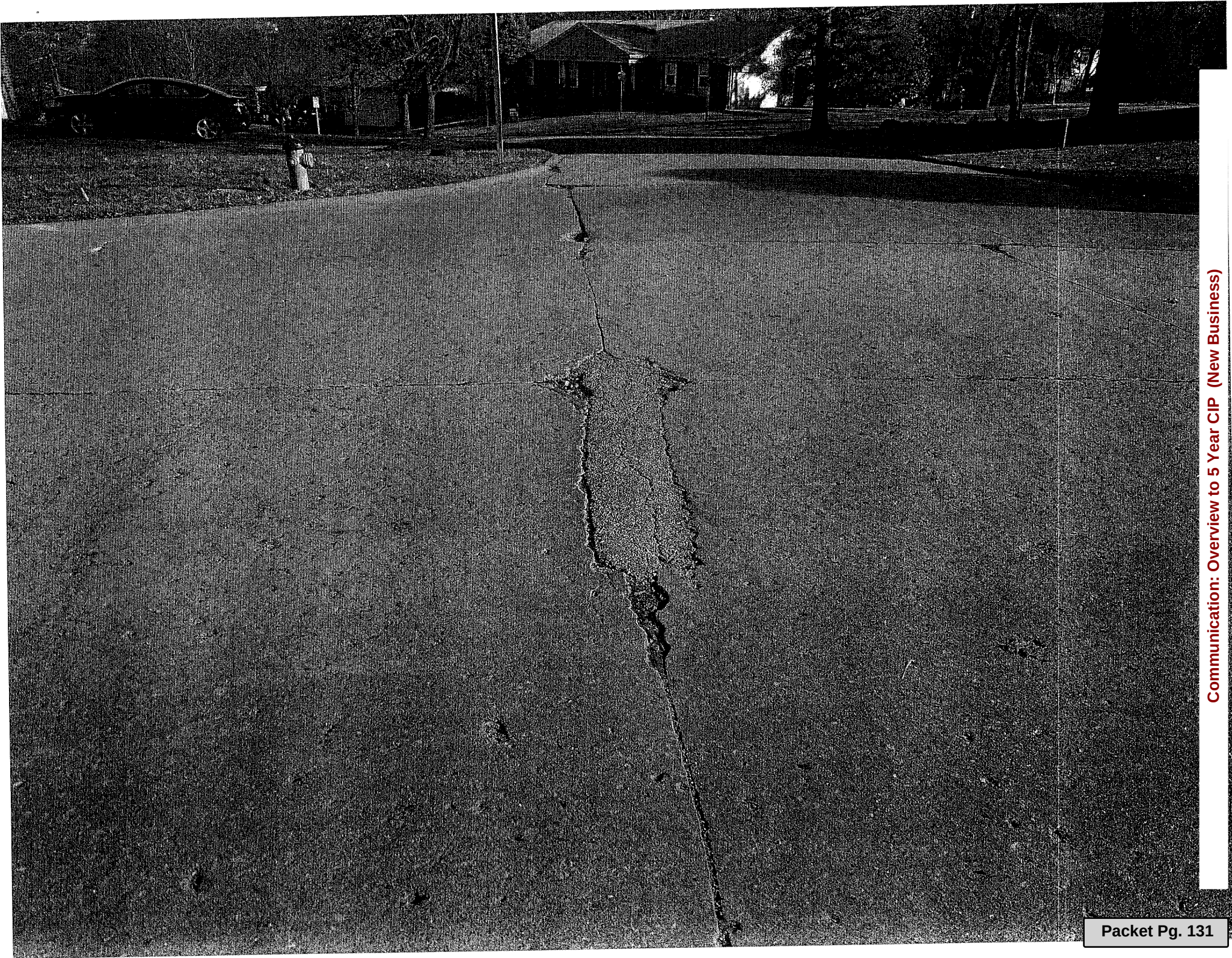
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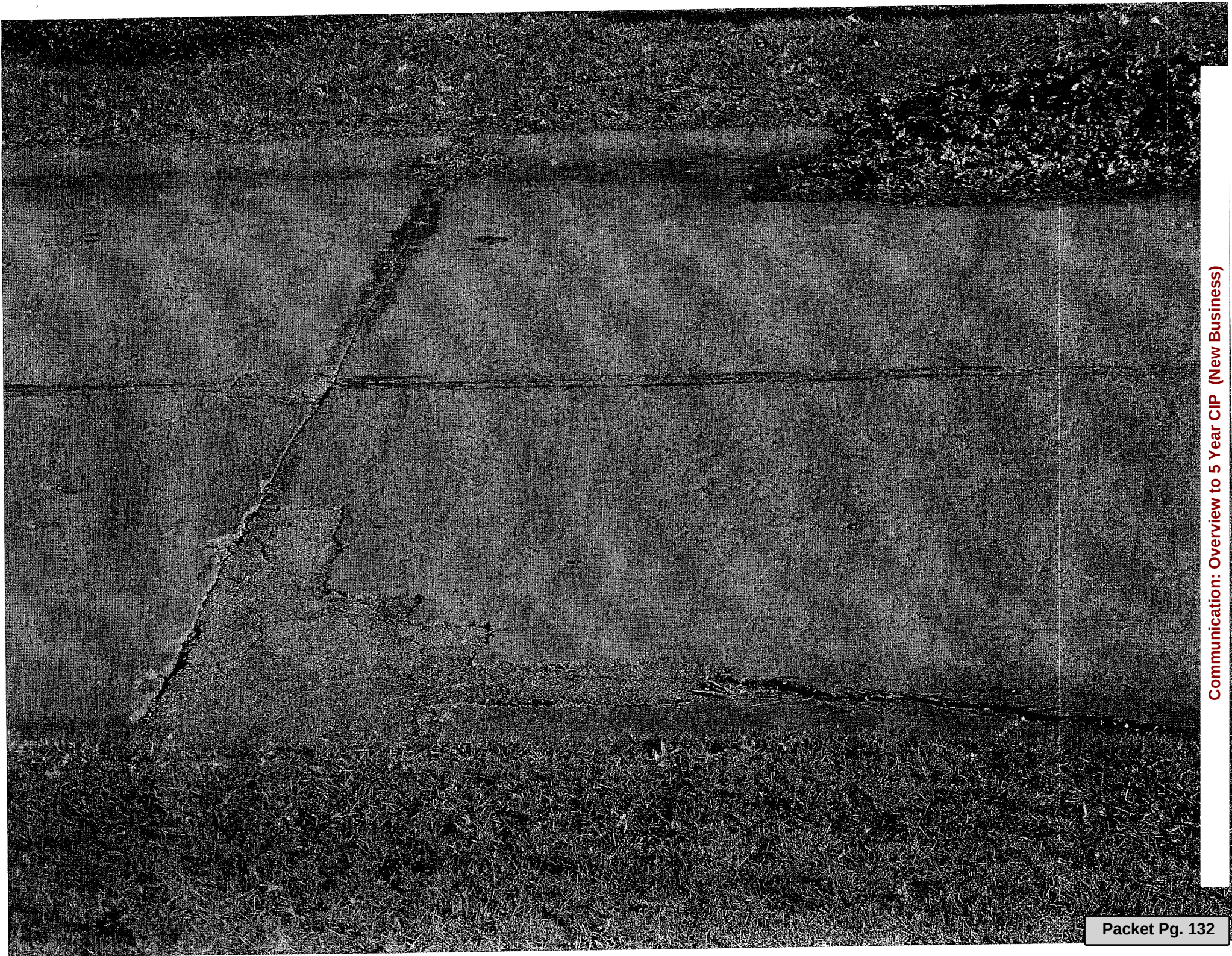


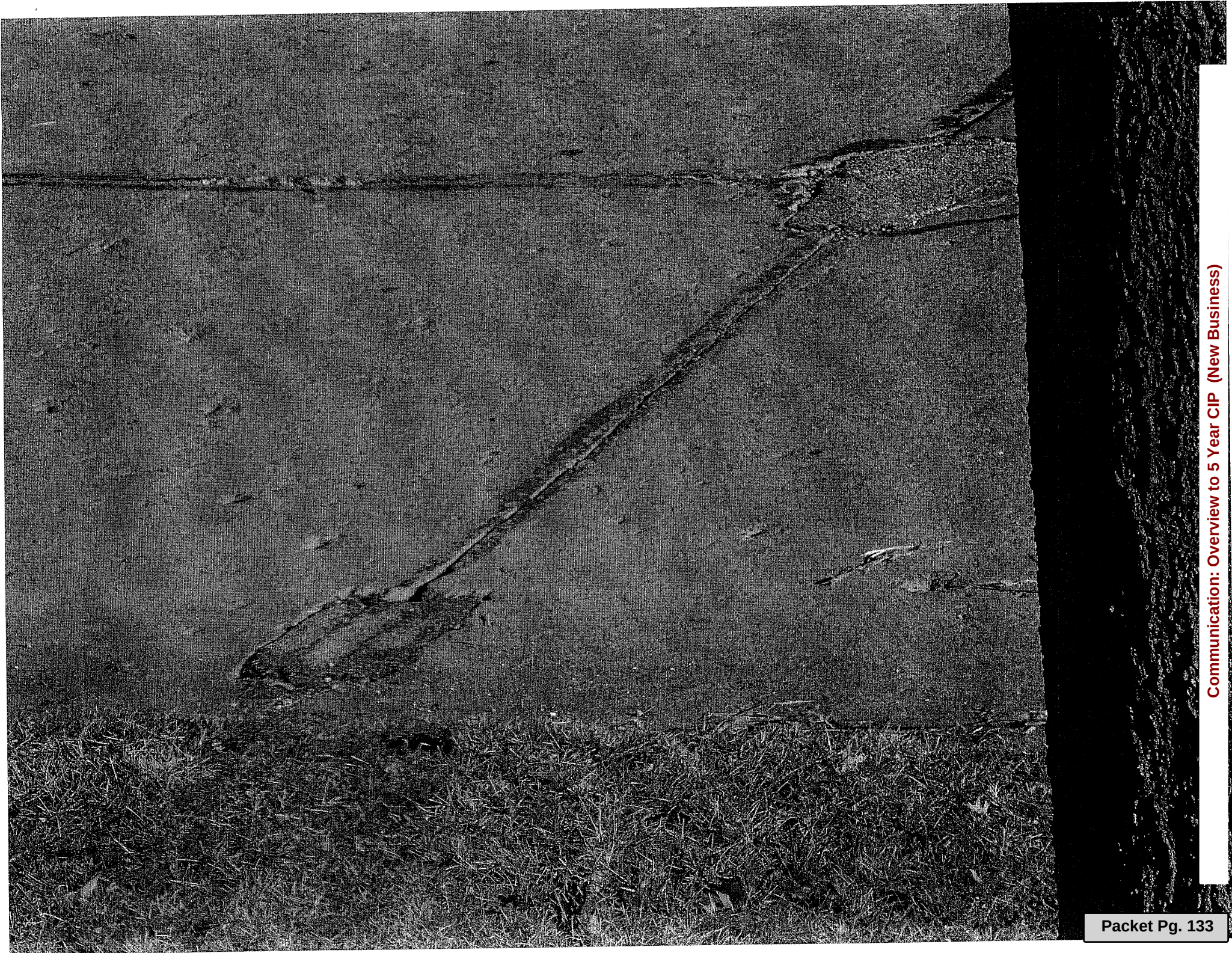


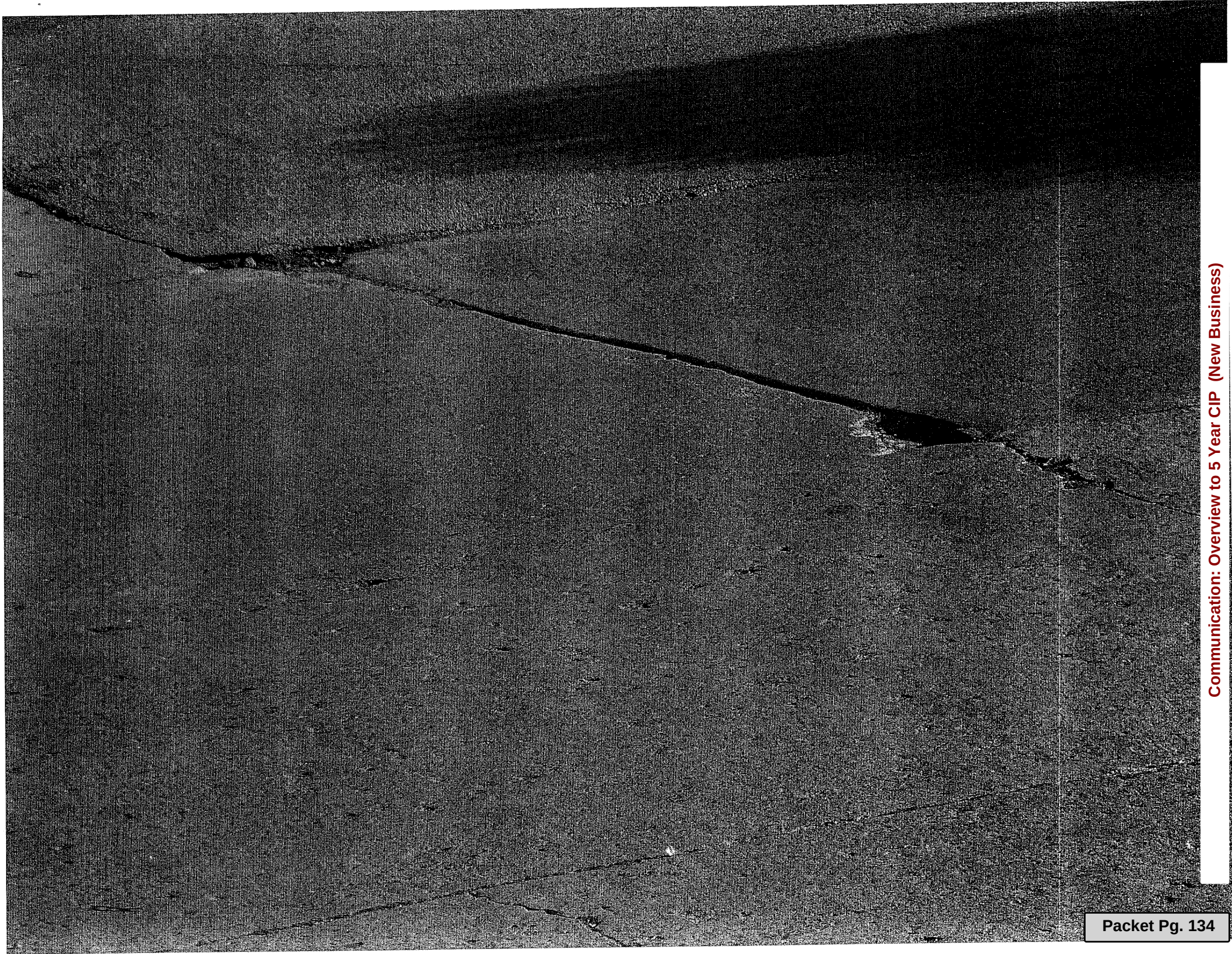


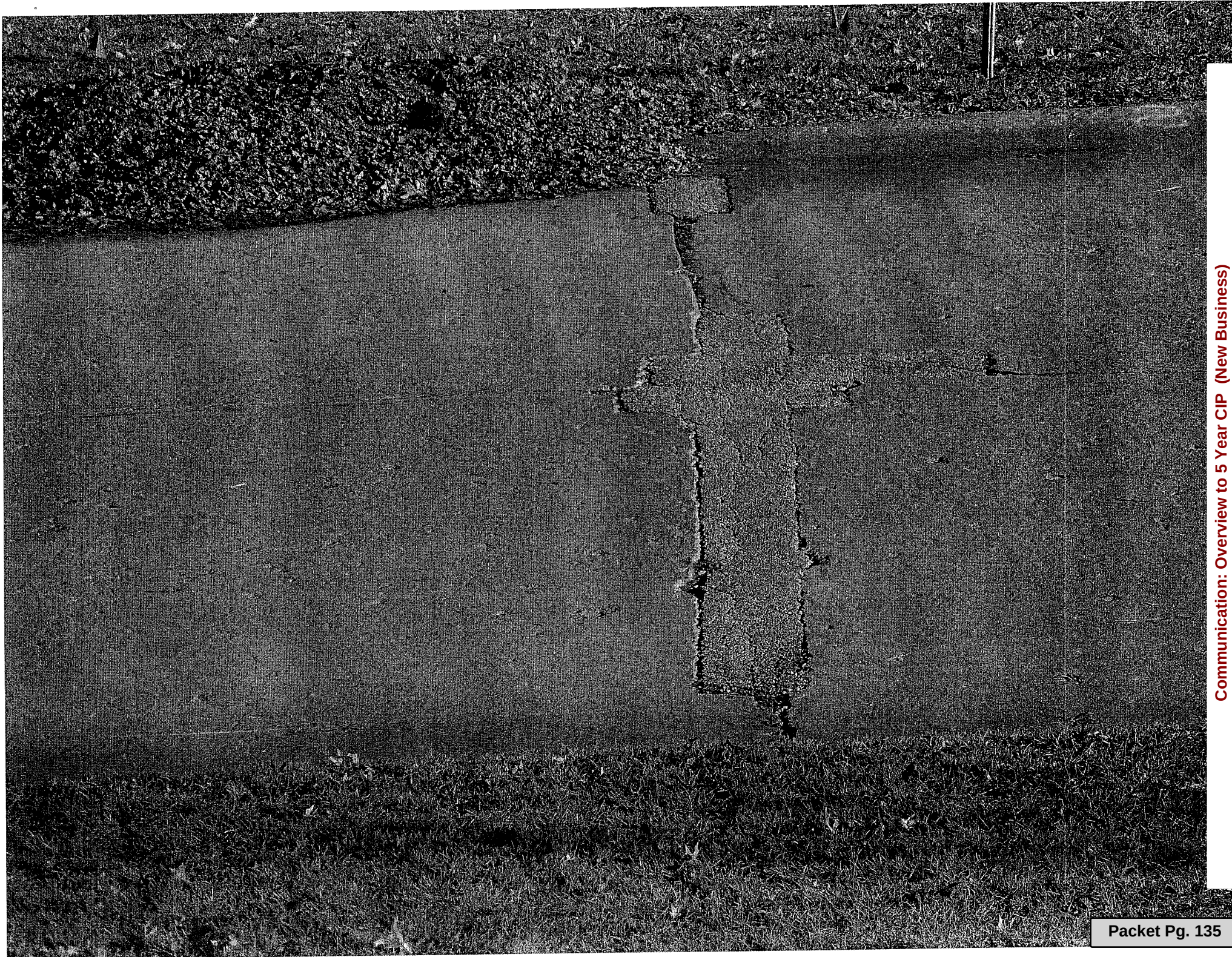




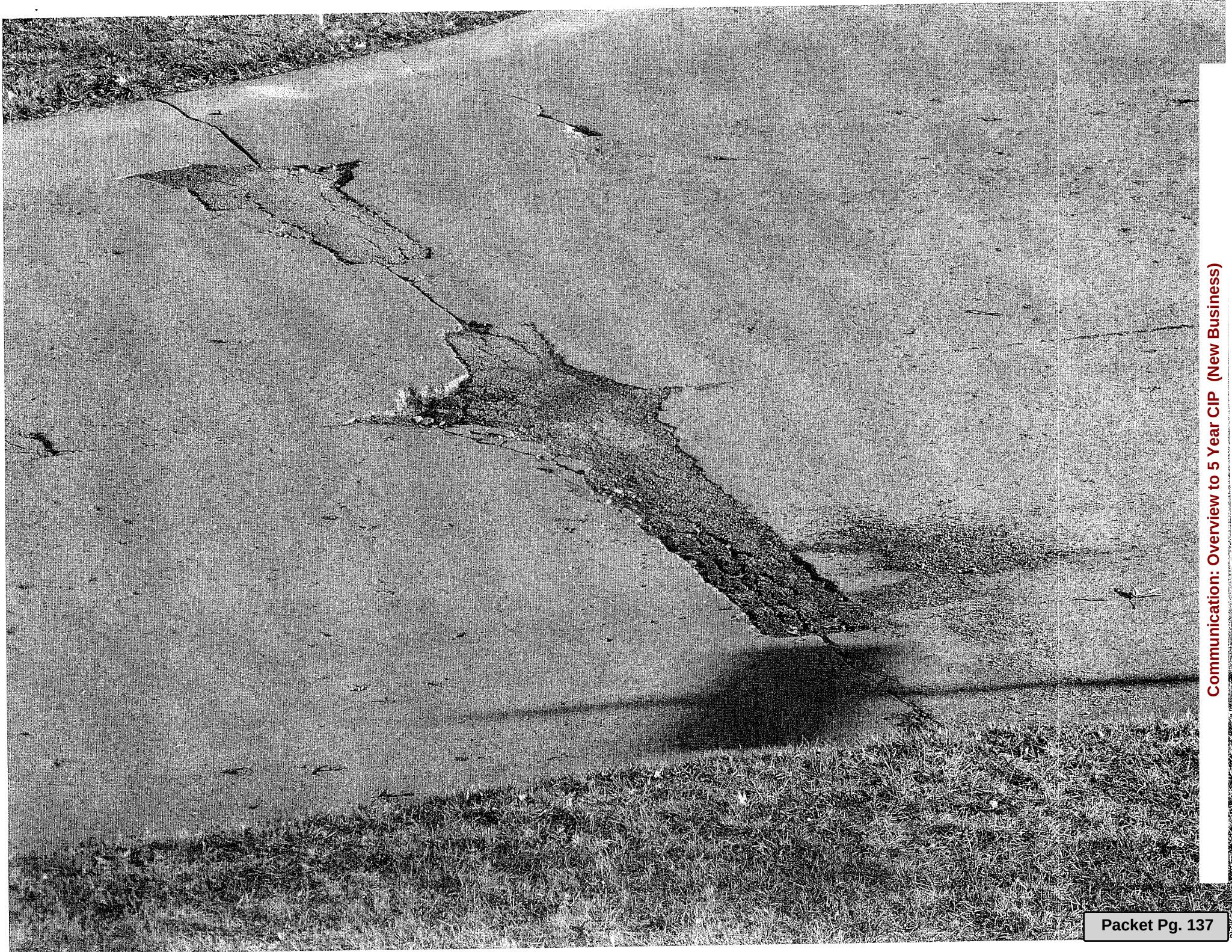




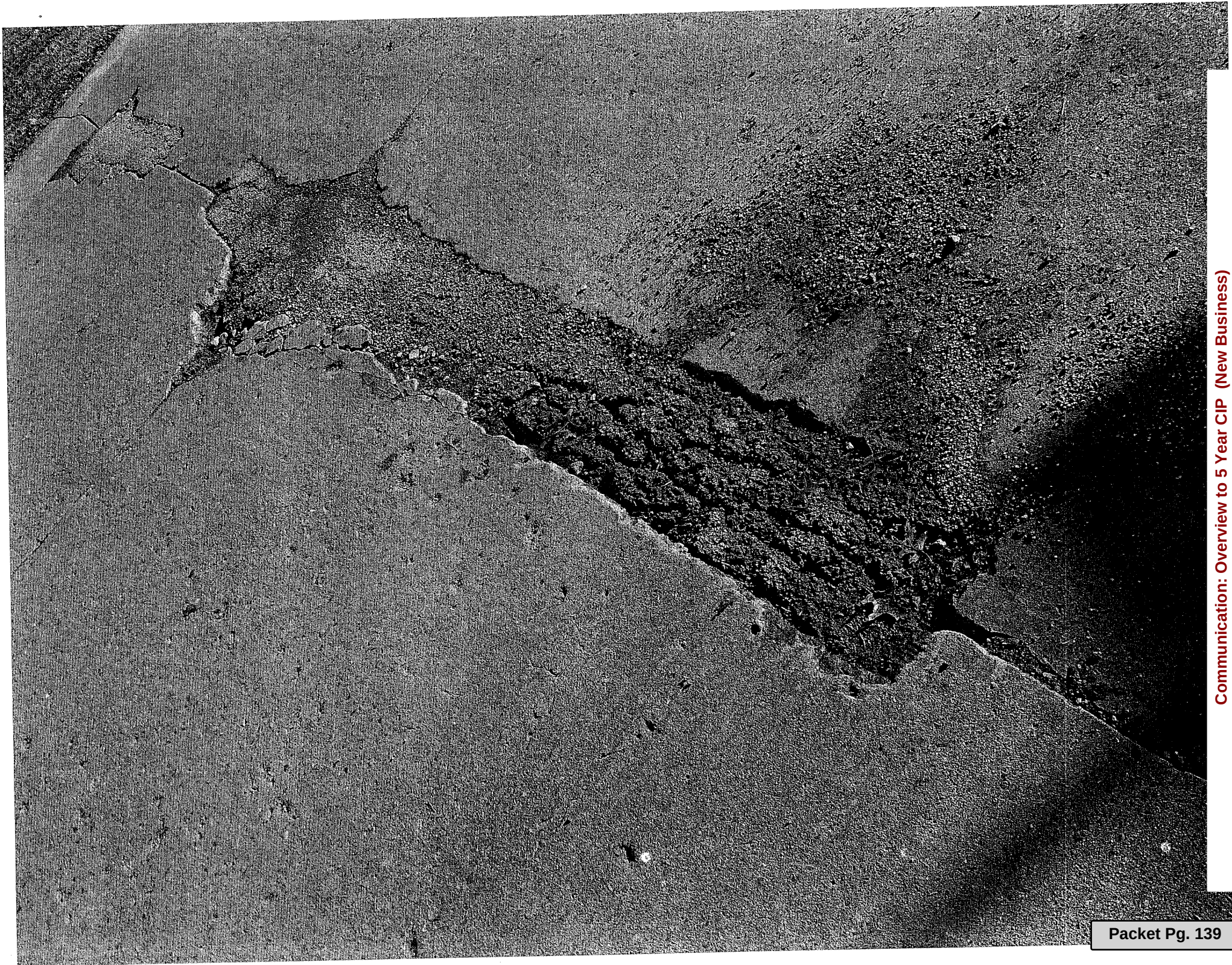


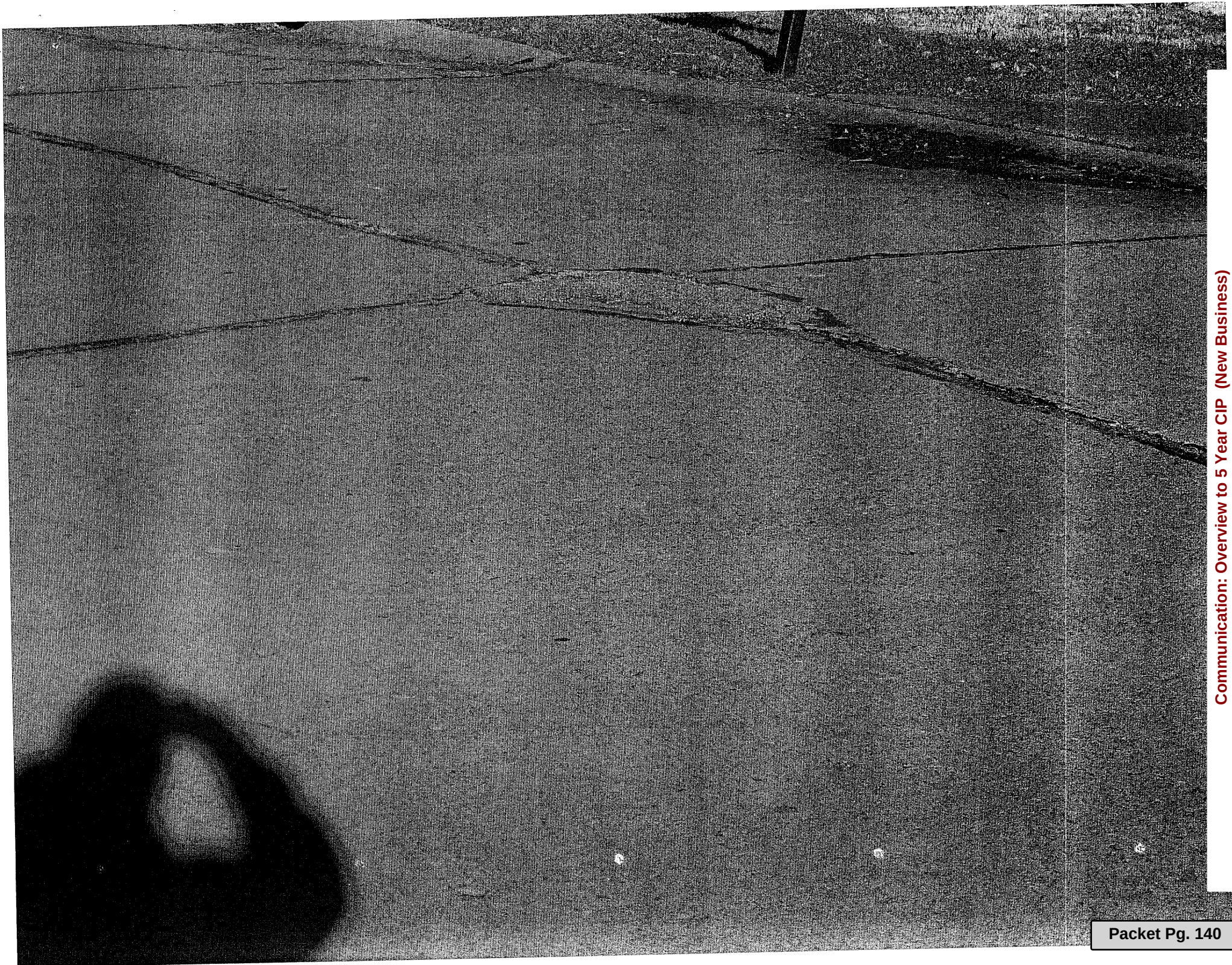




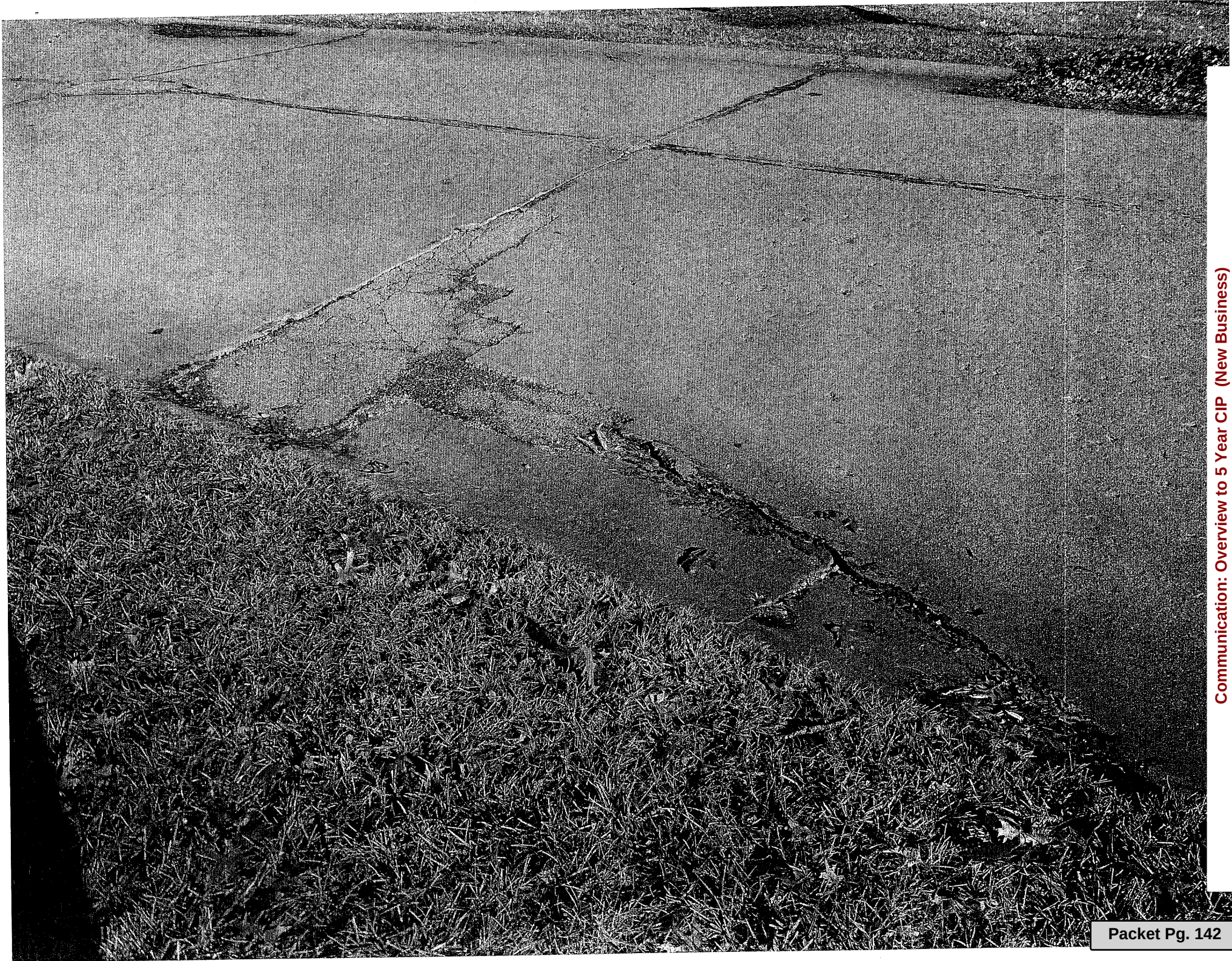


POTH OLES











Mr. Fischer and I spoke on the phone to discuss his request for pavement maintenance on Princetowne Drive near his home. He stated that the concrete slabs in front of his house have been in disrepair for some time, and he wanted the City to replace them instead of patching them again with asphalt.

I told Mr. Fischer that City's concrete program projections include Princetowne Drive for improvements in FY2021 (i.e. the summer of 2021), but that this plan is re-evaluated each spring to make sure that it remains relevant.

Matt Wohlberg

City Engineer



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

street signs

1 message

Randy Dunn <randun50@yahoo.com>

Sat, Jan 5, 2019 at 9:46 AM

Reply-To: Randy Dunn <randun50@yahoo.com>

To: mwohlberg@crevecoeurmo.gov

Matt, here is my recommendation and I am sure there is some federal grant money available for this, but to update all of the street signs to the white background with bold black lettering. Green was for the nineties and is so ugly and dated. All of the cities in St. Charles County have switched to that, City of Manchester has, and are much easier to see, especially at night. With an aging population this seems like a no brainer. And light up the signs like you do now on the major streets and intersections. Green is ugly and dated. Creve Coeur is a city that usually leads the way, but here is something you are way behind on. So this one seems the easiest, will update the city and taken it from the 1990s to 2020.

That is my two cent opinion for a project for 2019. Thank you for your hard work for the City.

Randy Dunn

Communication: Overview to 5 Year CIP (New Business)



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Re: street signs

1 message

Matt Wohlberg <mwohlberg@crevecoeurmo.gov>
To: Randy Dunn <randun50@yahoo.com>
Bcc: Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Mon, Jan 7, 2019 at 8:15 AM

Mr. Dunn,

Thank you for the suggestion for the Capital Improvement Plan.

The City strives to keep its street signs up to date with respect to the requirements of the Manual for Uniform Traffic Control Devices (MUTCD). The green background and white lettering on our street name signs is the current standard in the MUTCD, although alternate backgrounds of brown, blue, and white are allowed. The brown background is typically reserved for historic areas (as with the Ladue Estates subdivision's signs), which would leave blue and white as the alternate options.

I do not have an estimate of the cost to replace the signs, but I imagine it would be enough that we would need to consider changing the color of the street name signs to either white or blue the next time a change in standard or normal wear and tear causes the City to replace all of its street name signs. These were recently replaced, so I do not think that we will be due to change out the signs in the near future. Aside from cost, our staff would not be immediately available to replace the street name signs. For now, we are focusing on completing the replacement of the wooden stop sign posts with decorative posts throughout the City.

The illuminated street name signs are generally feasible at traffic signals, but these would be impractical at most intersections without a traffic signal. The main reason would be a lack of a power source, but the cost of the illuminated signs would also be a concern. The estimated cost to add illuminated signs to two intersections on New Ballas Road is approximately \$20,000 per intersection.

Your suggestion of grant funding is a good one. The major roadways in and through Creve Coeur qualify for federal grant funding, and the City does intend to add illuminated street name signs for signalized intersections as part of its roadway grant applications. Unfortunately, it does not appear that we would be successful in getting grant funding for a project that involved only street signs.

I hope that this helps. Please let me know if you would like to discuss anything.

Thank you,

Matt

CITY OF CREVE COEUR

Matt Wohlberg, PE, CFM
City Engineer

300 N. New Ballas Road
Creve Coeur, MO 63141
Phone: (314) 442-2084
Fax: (314) 872-2505

www.creve-coeur.org

On Sat, Jan 5, 2019 at 9:46 AM Randy Dunn <randun50@yahoo.com> wrote:

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Communication: Overview to 5 Year CIP (New Business)

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That is my two cent opinion for a project for 2019. Thank you for your hard work for the City.

Randy Dunn



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Capital Improvement Project / Office Park Entrance

1 message

Michael Tessler <mtessler@buiusa.com>

Mon, Jan 7, 2019 at 7:19 AM

To: "mwohlberg@crevecoeurmo.gov" <mwohlberg@crevecoeurmo.gov>

Good morning,

Some time back, the city updated the entrance to the Creve Coeur Executive Office Park (Olive/Craig) and replaced a dated sign. There is a long bed behind the sign that is very much in need of attention (repairing, removal, ??). As you consider projects, I hope you will consider the area beyond the entrance sign as it is rather unsightly. Thank you in advance for your consideration.

MT



Michael Tessler | President

11433 Olde Cabin Road, Third Floor, Saint Louis, Missouri 63141

Office: 314-392-2841 | 800-645-2841 | mtessler@buiusa.com

Fax: 314-392-2842

Website: www.buiusa.com

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Communication: Overview to 5 Year CIP (New Business)



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Re: Capital Improvement Project / Office Park Entrance

Matt Wohlberg <mwohlberg@crevecoeurmo.gov>
To: Michael Tessler <mtessler@buiusa.com>
Bcc: Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Wed, Jan 23, 2019 at 9:19 AM

Mr. Tessler,

I agree that the median is not attractive. We have been on hold with this median until a few things are figured out. The City is currently planning for roadway and sidewalk modifications to Craig Road from Olive Boulevard to Olde Cabin Road. The City is also anticipating some level of development along the east side of Craig immediately south of Olive. Both of these projects will likely require some changes to the Craig median, and we would wait until then for any long-term changes.

That does not mean that we must do nothing until then. We will explore short-term updates to the median to improve how it looks in the meantime.

Thank you,

Matt

CITY OF CREVE COEUR

Matt Wohlberg, PE, CFM
City Engineer

300 N. New Ballas Road
Creve Coeur, MO 63141
Phone: (314) 442-2084
Fax: (314) 872-2505

www.creve-coeur.org

On Mon, Jan 7, 2019 at 7:19 AM Michael Tessler <mtessler@buiusa.com> wrote:

Good morning,

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MT

Michael Tessler | President



11433 Olde Cabin Road, Third Floor, Saint Louis, Missouri 63141

Office: 314-392-2841 | 800-645-2841 | mtessler@buiusa.com

Fax: 314-392-2842

Website: www.buiusa.com

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Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

CIP Project Ideas

1 message

Melissa Inkley <inkley4@yahoo.com>

Tue, Jan 8, 2019 at 2:26 PM

To: mwohlberg@crevecoeurmo.gov

Cc: sbaseley@crevecoeurmo.gov

Good Afternoon Matt,

We'd like to submit a few project ideas for the capital improvement plan committees consideration. Thank you for the opportunity to submit project ideas for consideration.

1. Consider fixing the culvert behind 12958 Ferntop Ln, which also is adjacent to 943 Ferngate Ln. The bottom of the pipe is rusted out, and there's some major drainage, erosion, and sinkhole issues. This has been discussed with MSD, which says it's a subdivision/city issue. Some funds from previous CIPs have been used to correct drainage issues in other parts of the city, so we would like this to be considered here, as well.
2. Consider resurfacing/repaving the Fernwood Manor part of the Fernwood subdivision (starting at Ferntop and going south on Ferngate and Fernway). Plats 1, 2, and 3 of Fernwood have been repaved, and this would look more cohesive if the rest of the subdivision was, as well, in addition to helping with potholes, cracks, etc.
3. Consider replacing the street posts and signs in Fernwood Manor and other parts of Fernwood plats 1, 2, and 3. The posts on Fernview drive have been already upgraded to black steel posts, and it would be nice if the rest of our street posts were, as well. Perhaps this is already included in a future plan, but if not, we would like for it to be considered.

Thanks,

Melissa Inkley
314-277-8532

Communication: Overview to 5 Year CIP (New Business)



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Re: CIP Project Ideas

1 message

Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Tue, Jan 22, 2019 at 7:56 AM

To: Melissa Inkley <inkley4@yahoo.com>

Cc: Sue Baseley <sbaseley@crevecoeurmo.gov>

Bcc: Jim Heines <jheines@crevecoeurmo.gov>, Michael Fogg <mfogg@crevecoeurmo.gov>, Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Ms. Inkley,

Thank you for your suggestions for the Capital Improvement Plan. My responses below are numbered to correspond to your requests:

1. Culvert Repair. The stormwater pipe that you mentioned is shown on MSD's facility maps and is part of their system to maintain. The City would need to defer to MSD for the maintenance or replacement of this pipe. The pipe is made of corrugated metal. As you and I have observed, the pipe is rusting out at the bottom. It appears to me that the pipe remains functional, but it will need to be addressed in time. I will discuss this pipe and the potential to include it as a future capital improvement project with the Stormwater Committee at their next meeting, which will be Wednesday, February 13.
2. Asphalt Repaving. The City plans to replace the top layer of asphalt for the asphalt portions of Ferntop, Gallagher, and Ferntrails within the next two years to coincide with the resurfacing of Fernview Drive. We are not currently planning any asphalt overlay of concrete roadways, as we have found this to be a long-term maintenance problem. The area that you mentioned was included in last summer's concrete slab replacement program, which addressed the worst portions of Fernway and Ferngate. Staff will continue to monitor these streets for future concrete replacement, pothole patching, and crack sealing needs.
3. Sign posts. We are working through the City to replace all of these posts with the decorative posts. The main roads, like Fernview, were addressed first, and now we are working through the subdivisions. It may be a few years before the program is finished.

I hope that these responses are helpful. Please let me know if I did not address your questions or if you would like to discuss anything else.

Thank you,

Matt

CITY OF CREVE COEUR

Matt Wohlberg, PE, CFM
City Engineer

300 N. New Ballas Road
Creve Coeur, MO 63141
Phone: (314) 442-2084
Fax: (314) 872-2505

www.creve-coeur.org

On Tue, Jan 8, 2019 at 2:27 PM Melissa Inkley <inkley4@yahoo.com> wrote:

Good Afternoon Matt,

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Communication: Overview to 5 Year CIP (New Business)

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Thanks,

Melissa Inkley
314-277-8532

From: ROBERT Kent [mailto:bobsbrokenheart@att.net]

Sent: Tuesday, January 08, 2019 10:05 PM

To: Carole Lutkemeyer <9thinning@charter.net>

Subject: Fw: SUGGESTIONS FOR 2019 CREVE COEUR CAPITAL IMPROVEMENT BUDGET

Dear Ms. Stott:
Assistant City Administrator

For the record as a Citizen Suggestion for the Capital Improvement Plan which the City has solicited.

Following are my suggestions for items to be included in the Creve Coeur Capital improvement Budget:

1) SIDEWALKS

It is suggested that the the City take an Inventory of all of the existing sidewalks in the City to determine which of the 300 plus streets have sidewalks partial sidewalks or no sidewalks. This can be accomplished at no additional cost by having the Public Works Truck Drivers who man the leaf & Limb trucks take the survey as the other workers are vacuuming the leaves or shredding the limbs into the trailer hoppers. There are periods of time when the drivers are just sitting waiting for the process to be completed where they would have time to record the street sidewalks or absence thereof on a clip board.

it took me just two days to inventory Ward iv's 90 streets.

Once the inventory is complete then the street residents can be surveyed to determine if they want sidewalks or not. If less than a majority want sidewalks then that street can be stricken from the list for the next say five years.

Once the streets that the residents have indicated want sidewalks then a five year plan can be drawn up to provide sidewalks and the cost spread accordingly in the CIP Program.

Secondly, It it proposed that the City set up a capital investment fund of \$250,000 for sidewalks to be matched by citizens who want their existing sidewalks replaced now. Each year the residents would submit the amount of sidewalk in front of their homes that they want replaced and they would match the cost (50%) resident 50% City. Pleas see the Chicago, Illinois plant that has worked for years.

2) Streetlights

Th same Public works drivers can inventory all of the streets that have streetlights and those that do not. Again, the residents can be surveyed tot determine if they want streetlights and those that do not. Then set up a capital investment amount to provide those sidewalks over a five, seven or ten year time period depending on the cost.

3) Streets

We have Pavement Condition Indexes (PCI) for all of the streets in the City. It is suggested that a level of condition be selected as a goal for all streets of say 80.

Then based upon costs for concrete asphalt and combinations a total cost be calculated to bring all of the streets up to this level. Divide that total cost by five, seven or ten years to determine the Capital improvement Dollars per year to attain that level. By optimization, you will be able to determine the time and level that the City can attain with X amount of dollars per year.

It then might be wise to lock in contractors by bid over a sustained number of years to achieve these goals. leave the Public Works out of it.

4) The new Park Master Plan will soon be completed. I should include some "pocket parks for Ward IV which has no City parks.

Also, th City spent over \$800,000 last year on the Dielmann Complex which is losing money each year. It is suggested that with the opening of new modern Ice skating and golf venues in the nearby county that losses will increase significantly. It is suggested that the CIP expenditures for the Dielmann Complex be suspended and the money used for bicycle and hiking trails that the citizens have been asking for over twelve years in the Citizen Survey which to date have been largely ignored.

This complex should be analyzed for conversion to a park for all citizen use and consideration for a multipurpose facility conversion which more closely meets the needs of all citizens. A bond Issue to suppor this conversion has been shown in the Citizen Surveys to have support of the general citizenry.

Thank you for including these suggestions in the record and consideration in the forthcoming Capital Improvement Plan

Sincerely,

Robert W. Kent
13084 Ferntrails lane
CreveCoeur, Missouri 63141
Ward IV



Re: FW: SUGGESTIONS FOR 2019 CREVE COEUR CAPITAL IMPROVEMENT BUDGET

1 message

Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Mon, Jan 28, 2019 at 8:11 AM

To: bobsbrokenheart@att.net

Cc: Sharon Stott <sstott@crevecoeurmo.gov>, Mark Perkins <mperkins@crevecoeurmo.gov>

Bcc: Matt Wohlberg <mwohlberg@crevecoeurmo.gov>, Jim Heines <jheines@crevecoeurmo.gov>

Mr. Kent,

Thank you for your suggestions for the Capital Improvement Plan. These will be included as part of the record.

I have some comments in response to your suggestions.

1. Sidewalks.

- The City has an inventory of the 40 miles of sidewalk that it maintains. \$100,000 is typically allocated in each year's capital budget for maintenance of these sidewalks.
- It would not be appropriate for the drivers of the leaf-collection or limb-collection trucks to attempt to keep track of the presence or condition of sidewalks during the leaf or limb programs. These drivers are responsible to stay aware of their surroundings, especially the road, in order to keep their crew safe. This is a full-time job that should not be distracted by other tasks.
- New and better sidewalks and trails were a common request in the 2018 Community Survey. While our current focus is on maintaining the existing sidewalks, we are adding sidewalks where we can. New sidewalks, like the one to be added along New Ballas Road this spring, require several years of planning and grant funding to make them a reality.
- Extending sidewalks on streets where the sidewalk runs along only part of that street can make sense when there is a place for that extended sidewalk to lead. Taking Fernview Drive as an example, the time to complete all of the sidewalks that stop short along the streets adjoining Fernview would be when a sidewalk is added to Fernview Drive. The Fernview sidewalk project is included as a "future project" in the current CIP, and it is expected that strong public support and grant funding would be required to proceed with that project.
- Staff will review the possibility of adding a cost-share program into the FY2021 program (i.e. next year). The program in Chicago has already stopped taking applications for the current year, and we feel that it would be too late to consider starting a program like this for the current construction year. It is impossible to know what level of interest or participation residents would have, but it will be interesting to find out.

2. Street Lights

- The City has a procedure in place for subdivisions to add street lights. Through this program, the subdivision's trustees coordinate the location of the lights and the installation of the conduit needed to power the lights. Ameren then installs the street lights, and the City pays for the electricity and maintenance of the lights.
- Unfortunately, I did not find this policy readily available on the City's website. We will add information on this policy to the Public Works page.

3. Streets

- The City hired a consultant named IMS in 2016 to review its pavement conditions and its pavement maintenance budget. IMS concluded that the City's current maintenance budget is appropriate to maintain the City's average pavement conditions.
- Multi-year paving contracts may not be necessary or feasible. The City receives competitive bids for its pavement projects each year, and the cost of the work has generally been lower than or equal to expectations. In addition, a multi-year roadway repair contract would need to define the scope of work for each year, and that would limit or eliminate the flexibility needed when conditions change.
- The Department of Public Works plays a central role in the planning and execution of the City's roadway maintenance programs, so leaving Public Works out of the paving programs is currently not an option. Even if multi-year projects were put into place, someone at the City would need to set up and run these programs. Presumably, that would remain the responsibility of the Department of Public Works.

4. Parks and Golf Course

- The City has included increasing the number of its parks as one of its goals in the strategic plan. Ward 4 is a primary focus of this goal. The City will continue to consider opportunities for parks in Ward 4 as they present themselves.
- The amount spent on the Dielmann Recreation Complex and the Creve Coeur Golf Course last year was offset by about \$455,000 in grant funding, which would account for more than half of the capital investments there.
- According to the 2018 Community Survey, a majority of the residents polled sated that they were in favor of the City continuing to operate the golf course (see question 15). The survey can be found on the City's website at <http://www.creve-coeur.org/DocumentCenter/View/8451/Creve-Coeur-2018-Survey-Findings-Report-and-Appendices>.
- While I could not find reference to a bond issue in the 2018 survey, there is a question about the level of support for a new sales tax to fund parks and stormwater improvements (question 16). A majority responded that they would be in favor of such a tax, which would provide improvements to all of the City's parks, not just the golf course.

Again, thank you for the suggestions for improving Creve Coeur.

Sincerely,

CITY OF CREVE COEUR

Matt Wohlberg, PE, CFM
City Engineer

300 N. New Ballas Road
Creve Coeur, MO 63141
Phone: (314) 442-2084
Fax: (314) 872-2505

www.creve-coeur.org

From: ROBERT Kent [mailto:bobsbrokenheart@att.net]
Sent: Tuesday, January 08, 2019 10:05 PM
To: Carole Lutkemeyer <9thinning@charter.net>
Subject: Fw: SUGGESTIONS FOR 2019 CREVE COEUR CAPITAL IMPROVEMENT BUDGET

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Assistant City Administrator

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Following are my suggestions for items to be included in the Creve Coeur Capital improvement Budget:

1) SIDEWALKS

It is suggested that the the City take an Inventory of all of the existing sidewalks in the City to determine which of the 300 plus streets have sidewalks partial sidewalks or no sidewalks. This can be accomplished at no additional cost by having the Public Works Truck Drivers who man the leaf & Limb trucks take the survey as

the other workers are vacuuming the leaves or shredding the limbs into the trailer hoppers. There are periods of time when the drivers are just sitting waiting for the process to be completed where they would have time to record the street sidewalks or absence thereof on a clip board.

it took me just two days to inventory Ward iv's 90 streets.

Once the inventory is complete then the street residents can be surveyed to determine if they want sidewalks or not. If less than a majority want sidewalks then that street can be stricken from the list for the next say five years.

Once the streets that the residents have indicated want sidewalks then a five year plan can be drawn up to provide sidewalks and the cost spread accordingly in the CIP Program.

Secondly, It it proposed that the City set up a capital investment fund of \$250,000 for sidewalks to be matched by citizens who want their existing sidewalks replaced now. Each year the residents would submit the amount of sidewalk in front of their homes that they want replaced and they would match the cost (50%) resident 50% City. Pleas see the Chicago, Illinois plant that has worked for years.

2) Streetlights

Th same Public works drivers can inventory all of the streets that have streetlights and those that do not. Again, the residents can be surveyed tot determine if they want streetlights and those that do not. Then set up a capital investment amount to provide those sidewalks over a five, seven or ten year time period depending on the cost.

3) Streets

We have Pavement Condition Indexes (PCI) for all of the streets in the City. It is suggested that a level of condition be selected as a goal for all streets of say 80. Then based upon costs for concrete asphalt and combinations a total cost be calculated to bring all of the streets up to this level. Divide that total cost by five, seven or ten years to determine the Capital improvement Dollars per year to attain that level. By optimization, you will be able to determine the time and level that the City can attain with X amount of dollars per year.

It then might be wise to lock in contractors by bid over a sustained number of years to achieve these goals. leave the Public Works out of it.

4) The new Park Master Plan will soon be completed. I should include some "pocket parks for Ward IV which has no City parks.

Also, th City spent over \$800,000 last year on the Dielmann Complex which is losing money each year. It is suggested that with the opening of new modern Ice skating and golf venues in the nearby county that losses will increase significantly. It is suggested that the CIP expenditures for the Dielmann Complex be suspended and the money used for bicycle and hiking trails that the citizens have been asking for over twelve years in the Citizen Survey which to date have been largely ignored.

This complex should be analyzed for conversion to a park for all citizen use and consideration for a multipurpose facility conversion which more closely meets the needs of all citizens. A bond Issue to support this conversion has been shown in the Citizen Surveys to have support of the general citizenry.

Thank you for including these suggestions in the record and consideration in the forthcoming Capital Improvement Plan

Sincerely,

Robert W. Kent

13084 Ferntrails lane

CreveCoeur, Missouri 63141

Ward IV

January 15, 2019

Matt Wohlberg
City Engineer, c/o CIP Ideas
City of Creve Coeur
300 N. Ballas Road
Creve Coeur, MO 63141

RECEIVED
JAN 15 2019
C.C. Public Works

This request for a capital improvement project comes from the Country Forest Subdivision in Creve Coeur. Country Forest contains over 78 acres with eight streets branching off the City owned Falaise Drive. The property contains 148 residences, established in 1972.

Repaving the streets in the subdivision is our recommendation for a project. Following is the rationale for this request coming from the subdivision.

The agenda for the Country Forest Subdivision Annual Homeowners meetings in each of the past three years has shared the concern about the appearance of the streets in the subdivision. The HOA meetings are well attended by 70 or more homeowners. The Ward III council members also attend our annual meetings. The most recent meeting, October 11, 2018, shared that the streets are rated and placed on 3-year cycle for repair by the City. As was the case last year, our neighborhood is not on the 3-year cycle. The City's present criteria for repair are limited to structural concerns only.

A motion was made that the Trustees would contact Creve Coeur about considering the appearance of the streets as well as structural criteria. The present appearance leaves the perception of a run-down subdivision. We have a history of issues with wear and with gravel coming up from the last micro surfacing. The motion was unanimously approved.

Trustees sent a November 15th letter with photos to the Director of Public Works, James Heines, about structural road erosion at the entrance on Falaise and the black ice issue in winter as cars slide into the retaining wall. Since the road is lower than the drain by the wall, water cannot flow into the drain from the street. The water collects, forms puddles and freezes. The road has decayed into a series of concave pockets along the drain over recent years.

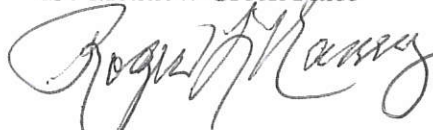
At the Ward III Town Hall Meeting last November, Trustees also mentioned this structural condition and the unsightly appearance of the streets and the homeowners request to include street appearance as one of criteria for repair. Mayor Glantz and the Ward III council members attended that Town Hall meeting.

Representing these 148 homeowners in Creve Coeur, we heartily encourage the CIP fund to include a project for street resurfacing in the Country Forest Subdivision.

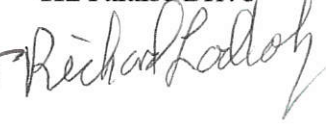
Trustee Jack Groneck
12344 Woodline Drive



Trustee Roger Naney
430 Meadow Green Place



Trustee Richard Lodholz
412 Falaise Drive



Copy: Ward III Council Member, Charlotte D'Alfonso
Ward III Council Member, Dr. Robert Hoffman

Communication: Overview to 5 Year CIP (New Business)



Page 1

The photos were taken to the west of this curve at the entrance. They show the problem with drainage along Falaise Drive with the drain swale along the wall now being higher than the road bed.

Water collects and freezes since it cannot flow into the originally constructed drain.

Photos taken first week of
November 2018



Page 2

The problem situation with the south side of Falaise Drive as you enter the Country Forest Subdivision at the north entrance is shown in the photos to the left.

The roadbed is below the concrete drain at the base of the wall. Water collects in the drain, but water also collects in the road outside the drain because the drain is above the road.



Over the past three years this issue has not been addressed and concave pockets have been formed and contain puddles, which cause the pavement to continue to erode.

The road must be higher than the edge of the drain so that water can flow into the drain swale and down Falaise to the curve at the entrance.

This situation enhances the black ice condition that has cause multiple wrecks as cars slide into the wall.



This is a structural problem and fits the cities criteria for road repair.



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Capital Improvement Plan Request

1 message

Matt Wohlberg <mwohlberg@crevecoeurmo.gov>
To: Richard Lodholz <rlodholz@sbcglobal.net>

Mon, Feb 25, 2019 at 10:38 AM

Dr. Lodholz,

Thank you for the request that you and your fellow trustees submitted for consideration for the City's Capital Improvement Plan.

While I think that the City needs to consider roadway work in your subdivision, I do not think that the City can use aesthetics as a repair criteria. The reason is that this would be rather subjective, as many who report pavement concerns claim that their street is the worst in town. There is good reason for that, as people naturally tend to pay the most attention to their street, because they see and use that one the most.

That is not to say that the streets in the Country Forest subdivision need no repairs. As you pointed out, the edge of the asphalt along the north end of Falaise could be improved, and the microsurfacing from several years ago is wearing off throughout the subdivision. These are issues that we will need to consider as we prepare the pavement maintenance program for this year and the projections for the next few years.

Thank you,

Matt

CITY OF CREVE COEUR

Matt Wohlberg, PE, CFM
City Engineer

300 N. New Ballas Road
Creve Coeur, MO 63141
Phone: (314) 442-2084
Fax: (314) 872-2505

www.creve-coeur.org

Communication: Overview to 5 Year CIP (New Business)

The Villas at Golfview Condominium Association
561/567 Sarah Lane
Creve Coeur, Missouri 63141
January 20, 2019

Re: 2019 Creve Coeur Capital Improvement Project Idea

Matt Wohlberg, City Engineer
c/o CIP Ideas
City of Creve Coeur
300 N. New Ballas Rd.
Creve Coeur, Missouri 63141

Dear Mr. Wohlberg,

The Villas at Golfview is a complex consisting of two buildings, each housing twenty-one condominiums. The buildings are situated below street level and toward the middle of Sarah Lane on the west side of the street.

Sarah Lane is constructed so it declines on each end and plateaus along The Villas at Golfview property. There are two storm sewer cisterns located on the west side of the street, approximately 75 to 85 feet in either direction from our property and both on the downhill. Two fire hydrants are located on the flatter section of Sarah Lane, but not one storm sewer cistern. Consequently, water runoff from rain, snowmelt, and the fire hydrants flows from a good portion of Sarah Lane to the center of the length of the street and down onto our property. Our property also gets a great amount of runoff from the parking lot of the condominium complex located directly across the street from our property. The water runoff creates hazardous pools of water on our parking lot in front of the building entrance at 561, has caused leakage into and damage to the interior of the garage at 561, floods the interior of the garages at both 561 and 567, and causes additional drainage problems around the entire perimeter of our property.

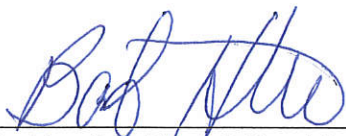
We have grated trench drains constructed across the entrances to our garages and an underground drainage system to handle water runoff from our property. However, this is not capable of handling the additional runoff from the street and the property directly across the street. There is a full but small blacktop berm across our entrance drive and a partial one across our exit drive. However, these lips are not effective in stopping or diverting the water runoff.

We would like to propose that trench drains with appropriate load rated steel grates be constructed on the street across the entire entrance and exit drives of our parking lot. A drainage system such as this would collect the water running off of Sarah Lane and the property directly across the street before it can flow onto our property, finally stopping the long time and continuous damage to our parking lot, buildings, and land, and the hazardous pooling of water on our parking lot and at the immediate left of our exit drive on Sarah Lane.

The Villas at Golfview Condominium Association appreciates your taking the time to read, discuss, and entertain our idea as a Creve Coeur Capital Improvement Project in 2019. Forty-two families thank you for your serious consideration and acceptance of our proposal.

Very respectfully,

The Villas at Golfview Condominium Association



Bob Hurster, Board President
rhurster@charter.net
(314) 616-2901

cc: Karla Rebello
RAFCO Properties
7700 Forsyth, Suite 100
Clayton, MO 63105
karla@rafcoprop.com
(314) 721-8427



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

2019 Creve Coeur Capital Improvement Plan Project Idea

1 message

Matt Wohlberg <mwohlberg@crevecoeurmo.gov>
To: rhurster@charter.net

Mon, Feb 25, 2019 at 11:51 AM

Mr. Hurster,

Thank you for submitting your request for consideration in the City's Capital Improvement Plan.

I think that your request needs some investigation, and it may take a few years to resolve the drainage situation of Sarah Lane with respect to your parking lot entrances. I will ask MSD to review this as we do.

The map of MSD facilities appears to show two of the trench drains from your parking lot, and it may be that the system was designed to use your parking lot to collect stormwater. This, in particular, is something that I want to investigate, because it is not necessarily common. It may also have implications for how we repair Sarah Lane and the sidewalks along it.

In order to make the sidewalks along Sarah comply with accessibility requirements, nearly all of the entrances along Sarah Lane will need to be replaced, including the ones at the Villas at Golfview. Doing so could easily keep the water off of your entrances, but we will need to figure out where the water goes from there. The grated drains are a good idea, but I am not yet sure where those drains would lead.

Again, thank you for the suggestion. I am sure that we will be in touch regarding this issue and future improvements to Sarah Lane.

Thank you,

Matt

CITY OF CREVE COEUR

Matt Wohlberg, PE, CFM
City Engineer

300 N. New Ballas Road
Creve Coeur, MO 63141
Phone: (314) 442-2084
Fax: (314) 872-2505

www.creve-coeur.org

Communication: Overview to 5 Year CIP (New Business)

Melman, Alton & Co., LLC.

7777 BONHOMME, SUITE 1203 • ST. LOUIS, MISSOURI 63105
TELEPHONE: (314) 721-7070 • FAX: (314) 721-7075

Certified Public Accountants

January 22, 2019

Matt Wohlberg City Engineer
c/o CIP Ideas
City of Creve Coeur
300 N. New Ballas Rd.
Creve Coeur, MO 63141

Dear Mr. Wohlberg,

I hope that you are doing well. My name is Scott Alton, and I am a Certified Public Accountant at Melman, Alton, & Co, LLC. I have been a homeowner in Creve Coeur for almost 20 years. I respectfully request the following improvement to be considered for funding under the upcoming capital improvement program.

In July 2019 my firm, Melman, Alton, & Co, LLC, will be moving from Clayton to the Fairways Building located at 11457 Olde Cabin Rd, St. Louis, MO 63141-7116. I have been to the building numerous times and noticed the road leading back to Olde Cabin road is in need of **repaving** as highlighted on the attached map. It appears that it has been many years since the road has been repaved and the patch-work that has taken place in the past does not look professional, and does not live up to the high standards of Creve Coeur. Although the road has received some patch-work, it has continued to deteriorate and now is somewhat of an eyesore. This road receives a great deal of traffic from the many businesses located in the area, as well as the ice arena and golf course. This is one of the first things that visitors to the area see and it would be great for the City of Creve Coeur if visitors have a positive first impression of our city.

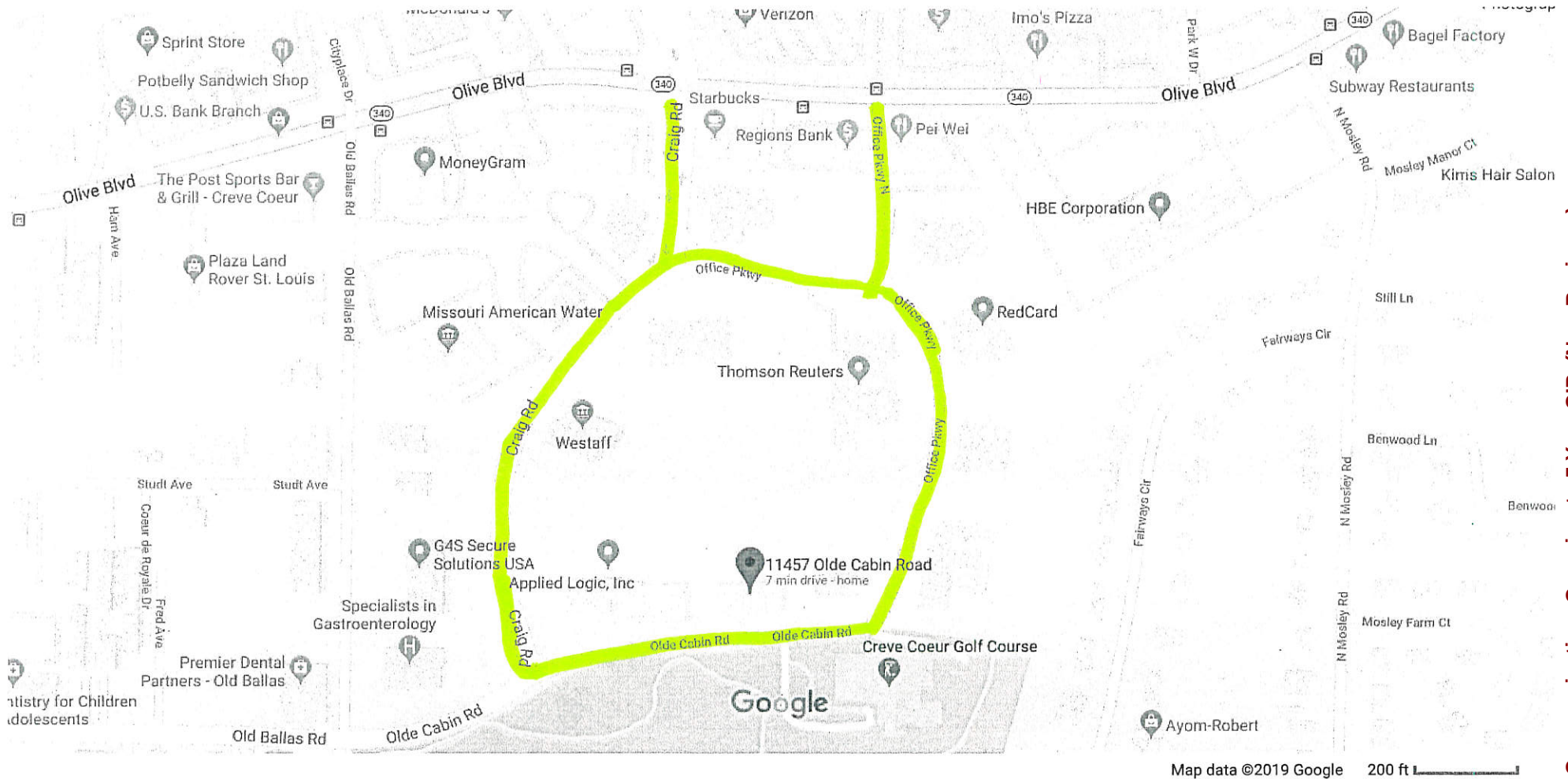
Sincerely,



Scott T. Alton, P.C., CPA

Enclosures:

Google Maps 11457 Olde Cabin Rd



Communication: Overview to 5 Year CIP (New Business)



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

CIP Submittal for Craig Road

1 message

Matt Wohlberg <mwohlberg@crevecoeurmo.gov>
To: salton@melaltoncpa.com

Mon, Feb 25, 2019 at 12:11 PM

Mr. Alton,

Thank you for your request to add pavement improvements to the Creve Coeur executive office park to the Capital Improvement Program. I apologize that it has taken so long to respond to your request.

First, it is great news that your firm will be moving into Creve Coeur! I hope that the move goes smoothly and that your company enjoys much success here.

Second, I agree that the streets in the Creve Coeur executive office park (Craig, Olde Cabin, Office Parkway, and Office Parkway North) need work. We have some long-range plans for this area, which I will touch on below, but there are areas of the pavement, curbing, and sidewalks that need immediate attention. These areas should be addressed through our annual paving and pavement maintenance programs, and these should improve the area in the short term.

The City understands that significant work is needed in the office park, and we have begun a process to review whether it makes sense to pursue larger improvements to the area or to rebuild what is there today. In particular, we are reviewing the layouts of the intersections of Craig at Olde Cabin and Craig at Office Parkway to make these better for cars, bikes, and pedestrians. In addition to this, we are planning for the eventual replacement of the sidewalk in the interior of the roadway loop with a wider sidewalk to accommodate all of the pedestrians who walk this route.

Part of this planning process will involve public meetings, and we will make sure that you are invited. The first meeting will not be for a few months.

The current capital improvement plan includes design work and an application for federal funding to help pay for the improvements to Craig Road. If successful, that project would be implemented in 6-7 years. While I would not want to repave Craig if we might tear it up in a few years, we certainly cannot do nothing until then, and that is where the pavement and sidewalk repairs come in.

I hope this helps explain where we stand on Craig Road. Please let me know if you would like to discuss anything further.

Thank you,

Matt

CITY OF CREVE COEUR

Matt Wohlberg, PE, CFM
City Engineer

300 N. New Ballas Road
Creve Coeur, MO 63141
Phone: (314) 442-2084
Fax: (314) 872-2505

www.creve-coeur.org

Communication: Overview to 5 Year CIP (New Business)



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

CIP Request

1 message

David McCoy <dmc831@gmail.com>

Sat, Feb 2, 2019 at 12:15 AM

To: "Wohlberg, Matt" <mwohlberg@ci.creve-coeur.mo.us>

Cc: David Hoffman <dzhoffma1@gmail.com>, David Russell <bookbikebeyond1@gmail.com>, Jason Valvero <jvalvero@crevecoeurmo.gov>, Nancy Litzinger <nancywl@sbcglobal.net>, Phyllis Cantor <pcantor@aol.com>, Rick Darrow <rsdarrow@icloud.com>, Roberta Horwitz <cap1206@aol.com>, Rupi Pujji <pujjir@sbcglobal.net>, Sue Baseley <sbaseley@yahoo.com>

Hi Matt,

The city recently paid for an assessment of the log cabins located in Conway Park. The assessment has determined the cabins are in need of urgent maintenance to prevent them from further environmental damage and eventually restore them to a condition that would allow them to be opened to the public. Initially it is estimated approximately \$100K is needed for urgent repairs and additional investment will be needed in future years to complete the work. The total estimated amount and time-frame will be obtained from the assessment when it is completed in the next few weeks. The log cabins provide historical value to the city and its citizens and the justification for funding this work is based on meeting several of the criteria for CIP investments including Protection and Conservation of historical landmarks of which we have few in Creve Coeur. If the log cabins were in suitable condition to open to the public they have the potential to provide income by renting them for events. I am submitting this request on behalf of the Parks and Historical Preservation Committee.

Thanks

Dave McCoy

PHP Chairperson

Communication: Overview to 5 Year CIP (New Business)



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Re: CIP Request

1 message

Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Mon, Feb 25, 2019 at 12:21 PM

To: David McCoy <dmc831@gmail.com>

Cc: "Wohlberg, Matt" <mwohlberg@ci.creve-coeur.mo.us>, David Hoffman <dzhoffma1@gmail.com>, David Russell <bookbikebeyond1@gmail.com>, Jason Valvero <jvalvero@crevecoeurmo.gov>, Nancy Litzinger <nancywl@sbcglobal.net>, Phyllis Cantor <prcantor@aol.com>, Rick Darrow <rsdarrow@icloud.com>, Roberta Horwitz <cap1206@aol.com>, Rupi Pujji <pujjir@sbcglobal.net>, Sue Baseley <sbaseley@yahoo.com>

Hi Dave,

Thank you for the suggestion for adding repairs to the cabins and Lake School house to the capital improvement plan.

We have received the report from Tim Kilby, and I will scan it and send you and your committee a copy for review.

The report identifies several "must do" projects for each building. Staff has recommended that the City complete these improvements if the City is to keep the buildings in place, and the proposed capital improvement plan includes approximately \$200,000 over the next three years for this work.

Unfortunately, I do not think that either of the cabins or Lake School house would be suitable for hosting any events. At best, I think that the cabins and school house, once stabilized, could be open for periodic tours of small groups of people.

Please let me know if you would like to discuss anything further.

Thank you,

Matt

CITY OF CREVE COEUR

Matt Wohlberg, PE, CFM
City Engineer

300 N. New Ballas Road
Creve Coeur, MO 63141
Phone: (314) 442-2084
Fax: (314) 872-2505

www.creve-coeur.org

On Sat, Feb 2, 2019 at 12:15 AM David McCoy <dmc831@gmail.com> wrote:

Hi Matt,

The city recently paid for an assessment of the log cabins located in Conway Park. The assessment has determined the cabins are in need of urgent maintenance to prevent them from further environmental damage and eventually restore them to a condition that would allow them to be opened to the public. Initially it is estimated approximately \$100K is needed for urgent repairs and additional investment will be needed in future years to complete the work. The total estimated amount and time-frame will be obtained from the assessment when it is completed in the next few weeks. The log cabins provide historical value to the city and its citizens and the justification for funding this work is based on meeting several of the criteria for CIP investments including Protection and Conservation of historical landmarks of which we have few in Creve Coeur. If the log cabins were in suitable condition to open to the public they have the potential to provide income by renting them for events. I am submitting this request on behalf of the Parks and Historical Preservation Committee.

Communication: Overview to 5 Year CIP (New Business)

Thanks

Dave McCoy

PHP Chairperson



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

CIP Request

1 message

David McCoy <dmc831@gmail.com>

Sun, Feb 3, 2019 at 12:13 AM

To: "Wohlberg, Matt" <mwohlberg@ci.creve-coeur.mo.us>

Cc: David Hoffman <dzhoffma1@gmail.com>, David Russell <bookbikebeyond1@gmail.com>, Jason Valvero <jvalvero@crevecoeurmo.gov>, Nancy Litzinger <nancywl@sbcglobal.net>, Phyllis Cantor <prcantor@aol.com>, Rick Darrow <rsdarrow@icloud.com>, Roberta Horwitz <cap1206@aol.com>, Rupi Pujji <pujjir@sbcglobal.net>, Sue Baseley <sbaseley@yahoo.com>

Hi Matt,

From the most recent city survey it was clear that increasing the number of walking/biking trails was a high priority. Creve Coeur ranks below the national average for number of trails in similar cities. To respond to citizen needs Creve Coeur must make an annual investment in trail development. Trail costs can vary but can also be supplemented from state and federal grants. The city should allocate \$250K per year for the next five years to develop new trails which could amount to 1-2 miles of trails per year depending on the type (see attached cost estimates from 2010 which would increase by 20% due to inflation). If grant money is received the actual amount used could be less. This request meets several of the CIP criteria but specifically "Citizen Demand: level of demonstrated citizen support or demand, including support of City boards, committees and commissions."

I am submitting this CIP request on behalf on the Parks and Historical Preservation committee.

Other state and federal grant references are listed as links below.

<https://mostateparks.com/page/61220/recreational-trails-program-rtp-grants>

https://www.fhwa.dot.gov/environment/recreational_trails/

Thank you

David McCoy

Parks and Historical Preservation Committee Chairperson



appendix_b___trailcosts.pdf

220K

Communication: Overview to 5 Year CIP (New Business)



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Re: CIP Request

1 message

Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Mon, Feb 25, 2019 at 12:41 PM

To: David McCoy <dmc831@gmail.com>

Cc: "Wohlberg, Matt" <mwohlberg@ci.creve-coeur.mo.us>, David Hoffman <dzhoffma1@gmail.com>, David Russell <bookbikebeyond1@gmail.com>, Jason Valvero <jvalvero@crevecoeurmo.gov>, Nancy Litzinger <nancywl@sbcglobal.net>, Phyllis Cantor <prcantor@aol.com>, Rick Darrow <rsdarrow@icloud.com>, Roberta Horwitz <cap1206@aol.com>, Rupi Pujji <pujjir@sbcglobal.net>, Sue Baseley <sbaseley@yahoo.com>

Hi Dave,

Thank you for the suggestion to add bicycle and pedestrian trails to Creve Coeur.

The proposed Capital Improvement Plan includes studies to add trails or sidewalks in three locations: from Malcolm Terrace Park into Frontenac, in the wooded area of Millennium Park, and along Fernview Drive. These studies will review the feasibility and estimated cost of each so that we can best prepare to complete these projects. Public meetings to discuss these projects will be important, especially if we expect to need easements from homeowners to make the projects possible.

In addition, the proposed capital improvement plan includes the reconfiguration of the intersection of Lindbergh Boulevard and Old Olive Street Road. Doing so would create a pedestrian and bicycle crossing at this intersection that does not currently exist, and this would open possibilities for what has been envisioned for Old Olive in terms of a pedestrian-and-bicycle-friendly environment.

Until we have a decent estimate for each project, I would not want to set an annual investment amount or an annual goal for the length of path or sidewalk to construct. Easements, design, and permitting can significantly increase the expected cost of a project.

Please let me know if you would like to discuss anything.

Thank you,

Matt

CITY OF CREVE COEUR

Matt Wohlberg, PE, CFM
City Engineer

300 N. New Ballas Road
Creve Coeur, MO 63141
Phone: (314) 442-2084
Fax: (314) 872-2505

www.creve-coeur.org

On Sun, Feb 3, 2019 at 12:13 AM David McCoy <dmc831@gmail.com> wrote:

Hi Matt,

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I am submitting this CIP request on behalf on the Parks and Historical Preservation committee.

Other state and federal grant references are listed as links below.

Communication: Overview to 5 Year CIP (New Business)

<https://mostateparks.com/page/61220/recreational-trails-program-rtp-grants>

https://www.fhwa.dot.gov/environment/recreational_trails/

Thank you
David McCoy
Parks and Historical Preservation Committee Chairperson



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Capital improvement suggestion

1 message

Johanna Schillinger <johannaschillinger15@gmail.com>
To: mwohlberg@crevecoeurmo.gov

Sat, Feb 9, 2019 at 2:36 PM

I saw your request for citizen input for Creve Coeur capital improvement projects and wanted to send a suggestion. You may not be able to consider the following because Lindbergh is a state highway, but I live in Tealwood subdivision and the white stack stone wall that runs along Lindbergh between South Tealwood entrance and North Tealwood entrance and the adjacent sidewalk are both an eyesore and dangerous. A survey paid for by a resident of the subdivision shows that this wall does not belong to the subdivision. I do not believe the State of Missouri will do anything about it because of the shortage of funds for roads that already exists. Lindbergh is heavily traveled just south of Bayer and highly visible. It would be nice to have a wall that is sturdy and can hold up the hill. It seems like walking along the sidewalk could be dangerous because the mud is washing down from the hill on the walk and the stones are loose.

The Creve Coeur newsletter indicated the deadline for these requests was Feb. 4, but I hope you will be willing to consider this improvement idea.

Sincerely

Johanna Schillinger

62 Tealwood Dr

Creve Coeur, MO. 63141

314-956-9495



Virus-free. www.avast.com

Communication: Overview to 5 Year CIP (New Business)



Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Re: Capital improvement suggestion

1 message

Matt Wohlberg <mwohlberg@crevecoeurmo.gov>

Mon, Feb 25, 2019 at 1:07 PM

To: Johanna Schillinger <johannaschillinger15@gmail.com>

Ms. Schillinger,

Thank you for your suggestion for the capital improvement plan.

Whether this slope was once a stacked-stone wall or whether it was meant to be a slope lined with stones, I think that the original intent was to be decorative and functional. If the slope is improved in some way, either by the City or MoDOT, it would be more structural than decorative.

I think that the City will defer to MoDOT for how to handle this wall in their right of way. Even though it is possible that MoDOT would permit the City to install a new wall or some other slope protection, the City has numerous projects in its own right of way that requires our focus. I will ask MoDOT to review it.

Thank you,

Matt

CITY OF CREVE COEUR

Matt Wohlberg, PE, CFM
City Engineer

300 N. New Ballas Road
Creve Coeur, MO 63141
Phone: (314) 442-2084
Fax: (314) 872-2505

www.creve-coeur.org

On Sat, Feb 9, 2019 at 2:36 PM Johanna Schillinger <johannaschillinger15@gmail.com> wrote:

I saw your request for citizen input for Creve Coeur capital improvement projects and wanted to send a suggestion. You may not be able to consider the following because Lindbergh is a state highway, but I live in Tealwood subdivision and the white stack stone wall that runs along Lindbergh between South Tealwood entrance and North Tealwood entrance and the adjacent sidewalk are both an eyesore and dangerous. A survey paid for by a resident of the subdivision shows that this wall does not belong to the subdivision. I do not believe the State of Missouri will do anything about it because of the shortage of funds for roads that already exists. Lindbergh is heavily traveled just south of Bayer and highly visible. It would be nice to have a wall that is sturdy and can hold up the hill. It seems like walking along the sidewalk could be dangerous because the mud is washing down from the hill on the walk and the stones are loose.

The Creve Coeur newsletter indicated the deadline for these requests was Feb. 4, but I hope you will be willing to consider this improvement idea.

Sincerely

Johanna Schillinger
62 Tealwood Dr
Creve Coeur, MO. 63141
314-956-9495



Virus-free. www.avast.com

Communication: Overview to 5 Year CIP (New Business)



CAPITAL IMPROVEMENT PLAN

FISCAL YEARS
2020 - 2024

GOALS OF THE CIP



- Plan for replacement and major repair of city infrastructure
- Improve operational or functional aspects of existing infrastructure
- Add new facilities and improve the community's infrastructure to enhance the quality of life in Creve Coeur
- Provide for planned replacement of major equipment required for City operations

CIP CRITERIA



- Public Safety
- Condition of Existing Facility
- Operating Efficiency
- Citizen Demand
- Economic Growth
- Protection & Conservation
- Beautification
- Coordination (projects, regulations, City-adopted plans)
- Availability of Outside Funding

CHANGES IN 2019



- Names of fund categories
- Organization of Parks and Facilities projects
- Generally chronological order of projects

CIP FUNDS



CAPITAL FUND

- Government Facilities
- Parks and Recreational Facilities
- Stormwater
- Streets and Sidewalks
- Capital Equipment

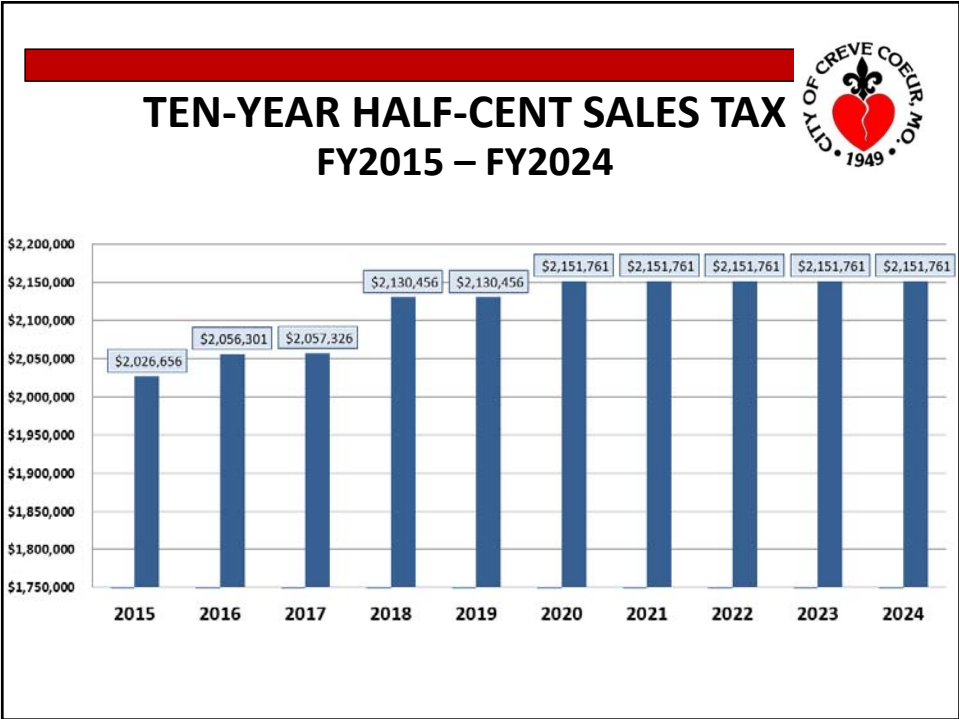
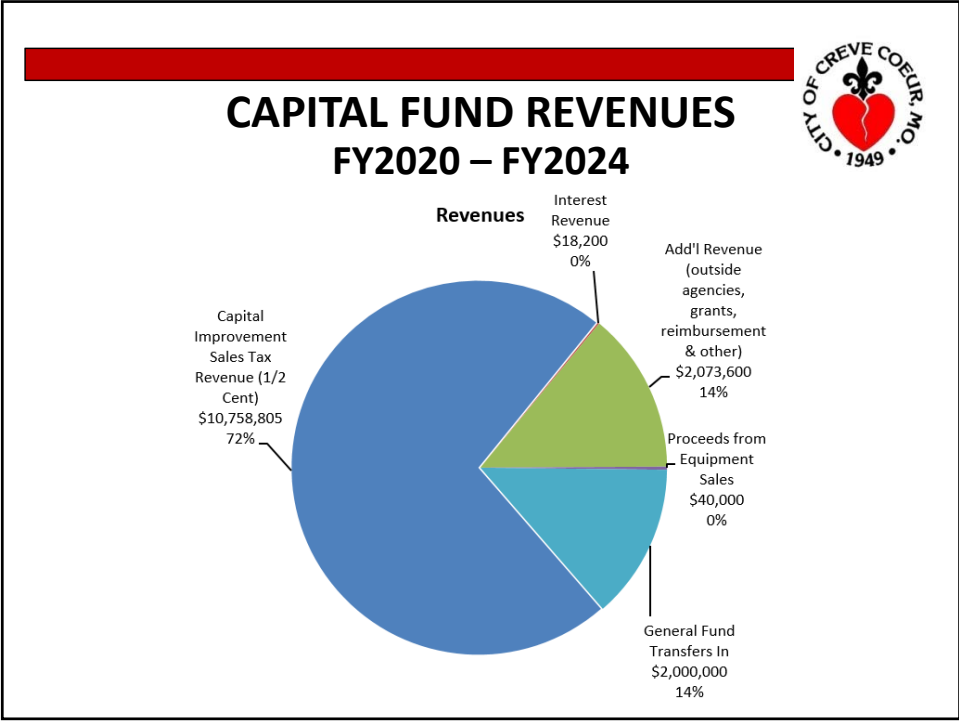
POLICE BUILDING FUND

- Building Construction
- Debt Service



CIP REVENUES AND EXPENDITURES

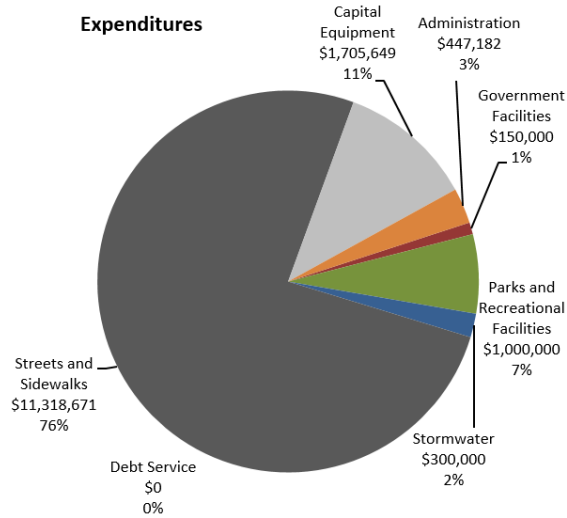
CAPITAL FUND



CAPITAL FUND EXPENDITURES FY2020 – FY2024



Expenditures



CIP PROJECTS FY2020-FY2024 CAPITAL FUND

GOVERNMENT FACILITIES



ACCESSIBILITY IMPROVEMENTS

- FY2020-FY2024 - \$20,000 annually
- CDBG grant

GOVERNMENT CENTER RENOVATIONS (DESIGN)

- FY2021 - \$50,000
- Future - \$200,000

PARKS AND RECREATIONAL FACILITIES (1 OF 4)



CREVE-COEUR-FRONTENAC MISSOURI PACIFIC TRAIL STUDY

- FY2020 - \$30,000

DIELMANN RECREATION COMPLEX PARKING LOT LIGHTING

- FY2020 - \$20,000
- FY2021 - \$20,000

HISTORIC BUILDING REHABILITATION AND PRESERVATION

- FY2020 - \$35,000
- FY2021 - \$100,000
- FY2022 - \$75,000

PARKS AND RECREATIONAL FACILITIES (2 OF 4)



ICE ARENA COMPRESSOR REPLACEMENT

- FY2020 - \$30,000

TENNIS COURT REPAIRS

- FY2019 - \$34,585 (Beirne Park)
- FY2020 - \$35,000 (Conway Park)

DIELMANN COMPLEX HVAC REPLACEMENT (PHASE 2)

- FY2021 - \$110,000

PARKS AND RECREATIONAL FACILITIES (3 OF 4)



ICE ARENA REFRIGERANT SWITCH-OVER

- FY2021 - \$75,000 (Grant match)
- Municipal Park Grant Application in FY2021

MALCOLM TERRACE PARK TRAIL IMPROVEMENTS

- FY2021 - \$15,000 (Grant match)
- Recreational Trails Program Grant Application in FY2020

PLAYGROUND SAFETY SURFACE REPLACEMENT

- FY2021 - \$75,000
- FY2024 - \$100,000

PARKS AND RECREATIONAL FACILITIES (4 OF 4)



CITY ENTRANCE & PARK IDENTIFICATION SIGNAGE PLAN

- FY2022 - \$20,000

MILLENNIUM PARK TRAIL STUDY

- FY2022 - \$30,000

ICE ARENA FLOOR REPLACEMENT

- FY2023 - \$200,000

TENNIS COURT REPLACEMENT PROJECT

- FY2023 - \$30,000 (Grant match)
- Municipal Park Grant Application in FY2023

STORMWATER



STORMWATER IMPROVEMENTS PER MASTER PLAN

- FY2021 - \$150,000
- FY2024 - \$150,000

STREETS AND SIDEWALKS (1 OF 5)



STREET AND SIDEWALK MAINTENANCE PROGRAM

- FY2020 - \$1,281,250
- 2.5% annual increase
- Work Session March 25

STREET RECONSTRUCTION/REHABILITATION PROGRAM

- FY2020 - \$365,000
- FY2021, FY2023, FY2024 - \$300,000
- FY2022 – Mosley Road
- Work Session March 25

STREETS AND SIDEWALKS (2 OF 5)



CRAIG ROAD IMPROVEMENTS

- FY2019 - \$39,800 (Traffic study and concept plan)
- FY2021, FY2023 (Design)
- FY2024 - \$10,000 (Grant match)
- FY2025 - \$200,000 (Grant match)
- STP Grant Application in FY2021

EMERSON ROAD IMPROVEMENTS

- Prior Years - \$75,508
- FY2020 - \$603,000 (Construction)
- STP Grant Awarded (\$444,000)

STREETS AND SIDEWALKS (3 OF 5)



FERNVIEW DRIVE RESURFACING

- Prior Years - \$56,423
- FY2021 - \$336,000 (Construction)
- STP Grant Awarded (\$250,000)

FERNVIEW SIDEWALK CONCEPT PLAN

- FY2020 - \$35,000

STREETS AND SIDEWALKS (4 OF 5)



MOSLEY ROAD IMPROVEMENT PROJECT

- FY2020 - \$20,000 (Design)
- FY2022 - \$130,000 (Easements)
- FY2023 - \$1,245,000 (Construction)
- STP Grant Awarded (\$760,000)

NEW BALLAS ROAD IMPROVEMENTS (PHASE 1)

- FY2021 - \$150,000 (Design)
- FY2022 - \$36,000 (Easements – Grant match)
- FY2023 - \$204,000 (Construction – Grant match)
- STP Grant Application in FY2019

STREETS AND SIDEWALKS (5 OF 5)



OLD OLIVE/LINDBERGH INTERSECTION RECONSTRUCTION

- FY2019 - \$32,000 (Preliminary Design)
- FY2022 - \$125,000 (Design)
- FY2023 – \$10,000 (Easements – Grant match)
- FY2024 - \$215,000 (Construction – Grant match)
- MoDOT Matching Funds Application in FY2020
- STP Grant Application in FY2020

NEW BALLAS ROAD IMPROVEMENTS (PHASE 2)

- FY2024 - \$100,000 (Design)
- STP Grant Application in FY2021

CAPITAL EQUIPMENT



Assess and plan for long-term capital equipment needs

Capital equipment

- \$20,000 or more
- 5+ years of useful life

\$1.7 million for five-year plan

CAPITAL EQUIPMENT



PUBLIC WORKS CAPITAL EQUIPMENT

- Work session March 25

GOLF COURSE SPRAYER REPLACEMENT

- FY2020 - \$35,000

PHONE SYSTEM REPLACEMENT

- FY2021 – \$48,500

ADMINISTRATION



PROJECT MANAGER

- Salary & benefits for full-time position (avg. \$89,436 annually FY2020-FY2024)
- Budgeted in General Fund/PW-Admin operating budget prior to FY2019
- Responsible for administration of the CIP projects and grant-related projects

CIP PROJECTS AT THE DIELMANN RECREATION COMPLEX



PARKS AND RECREATIONAL FACILITIES PROJECTS

- Dielmann Complex Parking Lot Lighting (\$40,000)
- Ice Arena Compressor Replacement (\$30,000)
- Dielmann Complex HVAC Replacement Phase 2 (\$110,000)
- Ice Arena Refrigerant Switch-Over (\$75,000 – Grant match)
- Ice Arena Floor Replacement (\$200,000)

CAPITAL EQUIPMENT

- Golf Course Sprayer Replacement (\$35,000)

TOTAL FOR FY2020-FY2024 = \$490,000

FUTURE PROJECTS



Moved from 5-Year CIP to Future Project List

- Golf Course Irrigation Replacement

Future Projects partially addressed in FY2020-FY2024

- Government Center Renovations Design
- Creve-Coeur-Frontenac Missouri Pacific Trail
- City Entrance & Park Identification Signage Master Plan
- Millennium Park Trail
- Craig Road Improvements
- Fernview Sidewalk
- New Ballas Road Improvements – Phase 2



CIP PROJECTS

FY2020-FY2024

**BUILDING PROJECT BOND FUND
(PROPOSITION P)**

BUILDING PROJECT FUND OVERVIEW



November 2016 – Voters approved \$10.69 million bond measure to build a new police station

Bonds sold and revenue received in FY2017

Debt will be paid off through real estate and property tax (\$0.080) annually for 20 years (sunset 2037)

Police building construction anticipated to be complete at the end of FY2019

BUILDING PROJECT FUND OVERVIEW



POLICE BUILDING PROFESSIONAL SERVICES

- Prior Years - \$948,419
- FY2020 - \$25,000 (Contingency)

POLICE BUILDING CONSTRUCTION

- Prior Years - \$8,027,489
- FY2020 - \$304,313 (Contingency)

GOVERNMENT CENTER ACCESSIBILITY & SECURITY

- FY2022 - \$521,059



QUESTIONS?

<http://www.creve-coeur.org/95/Capital-Improvement-Program>



**Finance Task Force
Task Force Minutes
October 24, 2018
4:00 PM
Administrative Conference Room**

I. Call to Order

Ellen Lawrence	Councilman
Robert Hoffman	Councilman
Charlotte D'Alfonso	Councilman
Larry Potashnick	Board Member
Ronald Abeles	Board Member
Heather Silverman	
Adam Shulenburg	Board Member
Lori Obermoeller	Director of Finance
Debbie Loso	Assistant
Mark Perkins	City Administrator
Tracy Brothers	Finance Clerk

II. Approval of Agenda

Mr. Hoffman began the meeting as acting Chairperson.

Approval of Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Heather Silverman
SECONDER:	Ellen Lawrence, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Potashnick, Abeles, Silverman, Shulenburg

III. New Business

Election of Chair and Vice-Chair

Ms. Lawrence nominated Ms. D'Alfonso for chairperson and Mr. Shulenburg for vice-chair. Members nominated accepted the nomination with present voting aye.

Calendar

The Task force was given six months to complete the task. The Task Force will meet every two weeks for two hours beginning on November 14, 2018 at 4:00 to 6:00 PM. The follow meeting dates have been agreed upon; November 28, 2018, December 12, 2018, January 2, 16, and 30, 2019.

Discuss Purpose and Establish Objective

The Task Force determined the objective of the Task Force is cost reduction. The Task Force decided to meet with each individual department, review their budget, and get feedback from them on how they could reduce cost in their departments or what ideas they may have in making it more efficient. The Task Force will take the next scheduled meeting to review and determine a line of questions to ask departments, and to create their mission statement and purpose in case questions arise why the City is taking an in depth look at cost reductions. Each member will submit questions to Ms. Obermoeller no later than the morning of November 7, 2018 or sooner if possible. She will compile all questions and have for the next scheduled meeting. The decision was made to meet with



**Finance Task Force
Task Force Minutes
October 24, 2018
4:00 PM
Administrative Conference Room**

two small or one large department per meeting with the meeting lasting two hours. This will give the Task Force enough time to interview the department and have discussion afterward.

The meeting scheduled on November 28, 2018 the Task Force will be meeting with the Administration, IT and Finance departments.

IV. Adjournment

Motion to Adjourn

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Larry Potashnick, Board Member
SECONDER:	Ellen Lawrence, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Potashnick, Abeles, Silverman, Shulenburg

Communication: Discussion of Financial Taskforce's Progress (New Business)



**Finance Task Force
Task Force Minutes
November 14, 2018
4:00 PM
Administrative Conference Room**

I. Call to Order

Ellen Lawrence	Councilman	
Robert Hoffman	Councilman	
Charlotte D'Alfonso	Chair	
Larry Potashnick	Board Member	(Absent)
Ronald Abeles	Board Member	(Absent)
Heather Silverman		
Adam Shulenburg	Vice-Chair	
Tim Fogerty	Board Member	
Lori Obermoeller	Director of Finance	
Sharon Stott	Assistant City Administrator	
Mark Perkins	City Administrator	
Debbie Loso	Assistant	

II. Approval of Agenda

Approve

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Robert Hoffman, Councilman
SECONDER:	Ellen Lawrence, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick, Abeles

III. Approval of Minutes

Approval of October 24, 2018 Finance Task Force Task Force Minutes

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Hoffman, Councilman
SECONDER:	Ellen Lawrence, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick, Abeles

IV. Old Business

V. New Business

Discussion of Mission Statement and Purpose

A question was raised if the Task Force was discussing revenues and expenditures or just expenditures. Ms. Obermoeller pointed out that the City Council asked the Task Force to address expenditures. The Task Force felt like they would primarily address expenditures, but as revenues came up, they would go ahead and discuss the revenues. They didn't want the Task Force meeting



**Finance Task Force
Task Force Minutes
November 14, 2018
4:00 PM
Administrative Conference Room**

with all of the departments and then later having another group meeting with the departments to discuss the revenues. It seemed more productive to discuss revenues as they relate to that department while interviewing each department.

The following Mission statement was created: The Finance Task Force will investigate and report to the City Council options and recommendations for expenditure reductions and overall financial health of the City while continuing to provide high level services.

The following Goals & Objectives were created:

Goal: To fully examine city expenditures in order to ensure that we are being the best stewards of tax payer dollars.

Goal: To review each department to ensure that services are being provided efficiently and meeting appropriate quality standards.

Goal: Provide recommendations to the City Council.

Objective: Hear presentations from each city department

Objective: Provide each department with a list of questions

Objective: Have facilitated discussion in order to identify where efficiencies can be improved

Objective: Create a written report of recommendations

Discussion of Submitted Questions

There was a lot of discussion of what questions to ask all of the departments. Adam wanted to make sure that we didn't have to stick to just the list of questions...he wanted to be able to ask other questions as well. The group decided that they would create a list of questions that would help the departments get their thoughts together and that would help the Task Force know what other questions to ask during the interview. The following questions were created as a list for all departments to complete and submit for the agenda packets prior to the department's scheduled interview:

- Provide a list of services which are currently outsourced
- How would your department reduce cost by 5, 10, or 20 percent annually? How do you see your department reducing costs? This would include short-term tactical suggestions as well as over-arching strategic ideas.
- How can we better collaborate with other cities or the county to provide efficiencies to our current operating model? What would be the potential economic impact of such actions?
- Can you think of any public/private partnerships that would reduce costs and benefit the City?
- Is there aspects of your department's services or tasks that could be outsourced? Why would this work/not work?
- Are you in contact with similar departments in other communities? If so, are there efficiencies occurring (short and long term) in these other agencies that could work for Creve Coeur?
- What long term items/processes should the city be looking at to effectively control costs, increase revenue or increase efficiency?
- Which services can be eliminated or performed less frequently? Which services could be performed by another department or combined with another department?
- Identify additional services that would be beneficial "if only there was enough time."
- Are there any services or tasks performed by your department "just because we always have done it"?
- Identify services that could be performed more quickly, better, more easily by switching to an



**Finance Task Force
Task Force Minutes
November 14, 2018
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Administrative Conference Room**

improved method. How much improvement could result?
· Are there any services you or your staff could do better with more knowledge, training?
The following questions will be verbal questions that will be asked by the Task Force to each department:

- What are your concerns about this process?
- What do we need to know that we are not asking you?
- What is council missing - what do you want us to know as we look at revenue and costs that might not be evident?

Adam handed out an example of a report that St. Louis County prepares on code enforcement contracts that they do for other municipalities. He wondered if this would be possible for departments to do on other things. The group decided it would be too time consuming and not enough time to do.

Along with these questions, the following items would be provided: Organizational Chart, Job Descriptions for each department, and Budget Narratives for each department.

The next meeting will be with Administration/IT/Legal and Finance/Interdepartmental

Timeline for Department Interviews

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick, Abeles

VI. Other Business

Meeting Schedule

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick, Abeles

VII. Adjournment

Adjourn

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Robert Hoffman, Councilman
SECONDER:	Ellen Lawrence, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick, Abeles



**Finance Task Force
Task Force Minutes
November 28, 2018
4:00 PM
Administrative Conference Room**

I. Call to Order

Ellen Lawrence	Councilman	
Robert Hoffman	Councilman	
Charlotte D'Alfonso	Chair	
Larry Potashnick	Board Member	(Absent)
Ronald Abeles	Board Member	(Absent)
Heather Silverman		
Adam Shulenburg	Vice-Chair	
Tim Fogerty	Board Member	
Mark Perkins	City Administrator	
Sharon Stott	Assistant City Administrator	
Lori Obermoeller	Director of Finance	
Debbie Loso	Assistant	
Barry Glantz	Mayor	

II. Approval of Agenda

1. Motion to Approve Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ellen Lawrence, Councilman
SECONDER:	Robert Hoffman, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick, Abeles

III. Approval of Minutes

Approval of November 14, 2018 Finance Task Force Task Force Minutes

1. Motion to Approve Minutes

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Robert Hoffman, Councilman
SECONDER:	Tim Fogerty, Board Member
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick, Abeles

IV. Old Buisness

V. New Business



**Finance Task Force
Task Force Minutes
November 28, 2018
4:00 PM
Administrative Conference Room**

FY19 Working Personnel

Organization Chart

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick, Abeles

Detail Analysis

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick, Abeles

Department Interviews

Legal, Admin, IT

Chair Ms. D'Alfonso asked if there were any questions from the answers provided by Administration, Information Systems or Legal. A question was asked how the department plans on making the reduction of 5, 10 or 20% because it wasn't stated how the department would achieve this. Mr. Perkins commented that the departments were supposed to provide short bullets as answers with the intent of providing more detail during the interview. Plus, any sensitive information was not supposed to be put in the packets. We do not want departments or employees worrying about their jobs. If the Task Force ever wants to get into more specifics, they can ask at the meetings. However, keep in mind that these are open and recorded meetings. Mr. Shulenburg asked if the Task Force could ever have closed meetings to discuss personnel, but Mr. Perkins stated that he didn't believe so, but would check with City Attorney.

Outside of the newsletter, which is 7.3% of Administration's budget, the biggest expense (like most department's) is from Personnel. Mr. Perkins stated that 72% of the City's budget is from Personnel expenditures.

Mr. Hoffman stated that we would get a lot of pushback if we eliminated the newsletter. He also wanted to remind the group that departments will have different opinions than City Council. Ms. Lawrence stated that we are a service organization so we need to figure out a way to provide these services cheaper. Mr. Shulenburg suggested advertising or having sponsorships in Newsletter to help pay for the costs.

In regards to PC/Laptops, the replacements could be delayed longer than 5 years to help reduce costs.

A Phone Audit could be done to reduce lines no longer needed. Charlotte asked if an audit was planned already. Staff stated that it was not, but we would look at in the future.

A Consolidation of Court was discussed. It could be similar to the consolidation of dispatch to WDCD. This idea will be reviewed at the next interview.

Having SLAIT increase the benefits offered for Dental, Life, EAP, etc. is something that has been asked before but because most cities are with Delta Dental, cities don't want to change so it's not beneficial for SLAIT to offer. It's very different from health.

Some other suggestions for reduction in costs are as follows: 1) look at reducing city paid



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dependent portion of insurance; 2) eliminate or reduce vacation buy-back (City pays out \$46K per year which is up to 10 days per employee and only about 15 employee elect this per year); 3) increase required employee contribution in Old Legacy Pension Plan to match LAGER's required 4% contribution (equates to about \$34K per year); 4) review/reduce employee relations events (\$3,500 is cost of employee appreciation luncheon); 5) don't allow retirees to stay on the City's insurance (\$180K per year); 6) change health insurance plan to high deductible or HSA

Legal Budget Narrative

Administrative Budget Narratives

IT Budget Narrative

Legal, Admin and IT Job Descriptions

Legal, Admin, and IT Task Force Answers

Finance

Like the Administrative and Information Systems Departments, most of the costs for Finance is in Personnel. In FY2018, Finance changed one of its full-time positions to part-time, saving about \$50K per year.

Some items discussed by the task force are as follows: 1) are employee paychecks electronic? Ms. Obermoeller stated that it is not at this time, but we will look at possibly doing this in the future since this is something the new software is capable of doing. We just need to make sure receiving it electronic is secure; 2) we need to look at printer costs and how we can reduce the amount of paper we print. Ms. Obermoeller said once business license and other modules get set up with the citizen self service portal, this will allow citizens to print their own business license and possibly other things. Plus, more functions will be done through email instead of mailing notifications.

Not only the reduction of expenditures should be reviewed, but also the review of business license fees, in addition to looking at other possible revenue sources. Business license fees are the lowest in the area and we should be more comparable to surrounding municipalities.

The discussion of having a central customer service area was also discussed. The task force would like to see this looked at in the future to see if there would be any efficiencies or cost savings in implementing.

There was also some discussion of making sure all departments are not only cross-trained within the departments, but also cross-trained between departments, so that employees understand the entire flow from the beginning to the end, and how one department's transactions affect other departments.

Finance Budget Narrative

Finance Job Descriptions

Finance Dept Task Force Answers



**Finance Task Force
Task Force Minutes
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Interdepartmental

Interdepartmental Budget Narrative

Interdepartmental Depart Task Force Answers

VI. Reports

Meeting Schedule

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick, Abeles

VII. Adjournment

VIII. Communications

The following items are take-aways from the interviews that the task force would like to possibly consider for the future:

- Look at reducing the costs of the newsletter through a reduction in the number of issues, printing black and white, moving to electronic, etc.
- Increase refresh rates of PC/laptops/printers/peripherals
- Investigate managed print services to determine if the city can reduce costs for toner, printer, maintenance, etc.
- Perform phone audit to possibly reduce the monthly costs due to lines that are no longer used
- Look at municipal court consolidation similar to WCDC
- Look at employee benefits such as health and dental insurance and possible reductions with either reducing city paid dependent portions, going to a high deductible plan or HSA Plan, etc.
- Look at eliminating or reducing vacation buyback options for employees
- Look at increasing Legacy Pension Plan employee contribution from 3% to 4% like it is with LAGERS employees
- Look at reducing the costs for employee events such as wellness and recognition programs
- Review/reduce the city-paid portion of retiree insurance
- Look at offering employees eligible for retirement to stay on health insurance to encourage voluntary retirement
- Look at certain revenue fees to make sure they are comparable to surrounding municipalities (such as business license fees)
- Look at creating a centralized customer service center as you walk into the building to provide more efficiencies and cost savings
- Look at cross training and making sure it is done in each department and between departments



**Finance Task Force
Task Force Minutes
December 19, 2018
4:00 PM
Administrative Conference Room**

I. Call to Order

Ellen Lawrence	Councilman	
Robert Hoffman	Councilman	
Charlotte D'Alfonso	Chair	
Larry Potashnick	Board Member	(Absent)
Heather Silverman		
Adam Shulenburg	Vice-Chair	
Tim Fogerty	Board Member	
Lori Obermoeller	Director of Finance	
Mark Perkins	City Administrator	
Sharon Stott	Assistant City Administrator	

II. Approval of Agenda

1. Motion to Amend the Agenda

Amended the Agenda to do Court 1st and then Legislative

RESULT:	AMENDED [UNANIMOUS]
MOVER:	Robert Hoffman, Councilman
SECONDER:	Ellen Lawrence, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick

2. Motion to Approve Agenda as Amended

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Robert Hoffman, Councilman
SECONDER:	Ellen Lawrence, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick

III. Approval of Minutes

Approval of November 28, 2018 Finance Task Force Task Force Minutes

Amend the minutes to add No InkJet printer at every desk under Communications

Communication: Discussion of Financial Taskforce's Progress (New Business)



**Finance Task Force
Task Force Minutes
December 19, 2018
4:00 PM
Administrative Conference Room**

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Ellen Lawrence, Councilman
SECONDER:	Robert Hoffman, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick

IV. Old Business

Organization Chart

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick

Detail Analysis

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick

Questions

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick

V. New Business

Department Interviews

Legislative

Legislative Budget Narrative

Legislative Job Description

Legislative Task Force Answers

Mr. Shulenburg asked why we don't do the codification in-house? Debbie Ryan said that she does not have enough time to do herself and only a few cities do it themselves. Mr. Shulenburg asked if we ever thought about using an intern from Washington University to do this? Ms. Ryan said that we have a part-time person help with other things, but she would look into an intern as well.



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Ms. Lawrence asked about the costs for voice recognition software for taking minutes at meetings. Ms. Ryan did not know the costs but would get the costs. Mr. Shulenburg said that it was only \$600 for a one-time fee. Ms. D'Alfonso asked that we look into this and check with the City Attorney to see if we really want verbatim minutes.

Municipal Court

Municipal Court Budget Narrative

Municipal Court Job Descriptions

Municipal Court Task Force Answers

Adam Shulenburg asked that we defer the discussion of the possible court consolidation until the Judge and Prosecuting Attorney (PA) are present to discuss as well. Mark Perkins stated that we are working on putting the numbers in a budget format now and will have more to discuss later and at that time we will have the Judge present. The Task Force agreed to go ahead and discuss what was submitted so far.

Mr. Perkins said that the other cities that have consolidated have not renewed judge contracts as they expire. Mr. Shulenburg asked the term limit and expiration of our Judge? It is a 4-year term and the terms expire April 2019.

Mr. Shulenburg asked how the other cities that have consolidated hold court for each of the municipalities? Mr. Perkins stated that they are all held in the same location, but there is a different docket with different times for each city. Our consolidation would be an intergovernmental agreement that would specify the terms. It would have to be cooperatively determined, and all employees would probably be under the City of Creve Coeur instead of a separate entity like WCDC, because there wouldn't be as many employees.

Mr. Shulenburg asked if the PA and PA assistant would be discussed as well? Mr. Perkins said that he wasn't sure it could get much less because it's already a lot less than it was, but we would review it.

Mr. Hoffman asked what happens with ordinances and codes? Mr. Perkins said that the ordinances and codes will stay the same for each municipality because 1 Judge can do all as long as each city has a separate docket so the Judge can separate it out. It's no different than the same Judge serving multiple locations now.

Mr. Shulenburg asked if we can start holding court during the day? Yes, court can be held during the day, which a lot of attorneys like so that they don't have to attend as many evening courts. It would save on overtime costs.

Ms. Lawrence asked about the debt collection with Show Me Court software? Ms. Caswell stated that the new software will have the resources available to collect the outstanding balances. The new software has the capability of collecting fines and court costs from the defendant's tax returns. Ms. Lawrence asked if we could opt out of the debt collection and



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Ms. Caswell stated that we could not.

Ms. D'Alfonso asked about changing the housing docket so that the PA first meets with the Code Enforcement Department and defendant without involving the courts. Ms. Caswell said that we do get a lot of defendants in first to get them in compliance where the court isn't really involved. It's more of a meeting with the Defendant, the code enforcement department and the PA.

Mr. Shulenburg said that he tried calling the City to get a hold of the PA and he was told that he had to call the PA directly and was given the number. When he called the number, there was no message on the PA recorder saying when he would get a call back. He thinks it needs to be stated so attorneys know what to expect and don't keep calling the court department to ask. Mr. Perkins said that we would be talking to the PA and setting up some service standards or expectations to address these concerns. It is a good idea to let attorneys know a time frame.

Ms. D'Alfonso asked if we could start posting bonds online. The police department has some concerns that they don't know when the bond has been paid or posted, but we will check with the police department to see if we can do. It doesn't cost the city anything to do online. The Task Force all agreed that we need to get the police on board.

Questions about citizens roaming downstairs and wanting information about renting rooms was discussed. Mr. Perkins said that we have been dealing with this issue for years. We have talked about having Martha (the receptionist) do it when we know someone wants to look at the rooms. We will put better instructions on the website and maybe even put information downstairs for people to see Martha for additional information.

Mr. Hoffman said that council currently does not hear any complaints about court so we need to be careful what we change. We don't want to make changes that are going to cause more complaints.

Mr. Fogerty asked that we discuss the vacation buyback some more from the last meeting. Ms. D'Alfonso said that we would get through the Q&A for both departments and then we could discuss at the end.

VI. Discussion and Wrap Up

Mr. Fogerty asked if the Pay in Lieu of Vacation was the right thing for the City and if the City can still afford to offer it? Mr. Shulenburg pointed out that the City is buying it back at a higher rate. Ms. Lawrence wondered if the carry over amount was too high; does the City need to look at reducing it? Ms. D'Alfonso asked if the City ever looked at 10 hour work days so the office could be open later for citizens. Ms. Obermoeller said that this was done in previous cities and very few citizens came in after 5, but those that did were only for the building department (issuing permits). Plus, employees hated having to stay late one day per week. It was later eliminated since there was very little value to doing. Plus, with the new software, more and more is being offered online so there is little need to be open later.

Ms. D'Alfonso asked how Creve Coeur's benefits compare to other cities? How does the overtime calculation on anything over 8 hours per day compare to what other cities are doing? Do other cities offer



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sick leave buy back? Ms. Stott said that we do continuously look and compare benefits with other cities because there are always surveys going around. Ms. Stott also relayed to the Task Force that staff did reach out to SLAIT after the last meeting about a higher deductible health insurance plan and they would not recommend a higher deductible plan based on our comparable cities.

The following items are the take-aways from the interviews that the Task Force would like to possibly consider or to have staff research in the future:

- Getting at Wash U intern for City Clerk's office for codification or something else
- Costs of voice recognition software & attorney's recommendations of software
- Look at court consolidation. How would it be set up, would court be during day and at night, would we consolidate Judges & PAs,
- Look at PA service standards or expectations
- Look at allowing defendants to post bonds online
- Look at having Martha trained on showing meeting rooms to citizens
- Look at housing docket changes
- Look at debt collection with new Show Me Court Software
- Look at and compare employee benefits with other cities

VII. Reports

Meeting Schedule

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburger, Fogerty
ABSENT:	Potashnick

VIII. Adjournment

1. Motion to Adjourn

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ellen Lawrence, Councilman
SECONDER:	Heather Silverman
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburger, Fogerty
ABSENT:	Potashnick



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4:00 PM**

PW Administrative Conference Room

I. Call to Order

Ellen Lawrence	Councilman	
Robert Hoffman	Councilman	
Charlotte D'Alfonso	Chair	
Larry Potashnick	Board Member	(Absent)
Heather Silverman		(Absent)
Adam Shulenburg	Vice-Chair	
Tim Fogerty	Board Member	
Glenn Eidman	Chief of Police	
Jon Romas	Police Captain	
Lori Obermoeller	Director of Finance	
Debbie Loso	Assistant	
Mark Perkins	City Administrator	
Sharon Stott	Assistant City Administrator	

II. Approval of Agenda

1. Motion to Approve Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ellen Lawrence, Councilman
SECONDER:	Robert Hoffman, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Shulenburg, Fogerty
ABSENT:	Potashnick, Silverman

III. Approval of Minutes

Approval of December 19, 2018 Finance Task Force Task Force Minutes

IV. Old Business

Organization Chart

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Shulenburg, Fogerty
ABSENT:	Potashnick, Silverman

Detail Analysis

Communication: Discussion of Financial Taskforce's Progress (New Business)



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RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Shulenburg, Fogerty
ABSENT:	Potashnick, Silverman

Questions

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Shulenburg, Fogerty
ABSENT:	Potashnick, Silverman

V. New Business

Department Interviews

Police

Police Combined Narratives FY19

Police Job Descriptions

Police Task Force Answers

Chief Eidman stated that vehicle & equipment maintenance is currently outsourced and it costs about \$1,500 per vehicle to do a change-over of moving equipment from old vehicle to new vehicle. They have 26 vehicles with 15 marked cars. Vehicle Maintenance includes gas. SUVs cost about \$.08 per mile to drive. They normally drive them about 80K - 85K miles before retiring them. Mr. Shulenburg asked how we chose 85K miles? The Chief replied that if they go much over 85K miles, then the City gets a lot less when we try to sell them. We normally have 18 months to 3 years before we sell them. The Chief stated that they have looked at leasing but it's really not a good option. Every year, we purchase vehicles slightly under the State Contract. Mr. Shulenburg asked if the vehicles that we purchased are specially equipped and the answer was yes.

Ms. Lawrence asked if the outsourcing of the prisoners will stop once the new building is completed and the answer was no. Creve Coeur is only a temporary holding facility where it is monitored remotely. It costs \$35/day at County.

Ms. Lawrence asked how cutting the uniform allowance affects the employees? It was noted that most cities do not give a clothing allowance to every employee like Creve Coeur does, but rather allots a certain dollar amount to each employee, but then pays for the uniforms through the city's vendor. We currently give a uniform allowance of \$1,100 per each commissioned officer. Going to a quarter-master system would cut it to \$600 per employee and would be paid directly to the vendor by the City instead of going to the employee (this is called a quarter-master system). Mr. Shulenburg asked if the City and employee paid SS/Medicare on the clothing allowance now and the answer was yes. So really this reduction saves more because the City will not be paying the SS/Medicare taxes. Ms. Lawrence asked if we could do the quarter-master system? Chief said yes. He also stated that he would visit

Communication: Discussion of Financial Taskforce's Progress (New Business)



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setting up a Dry Cleaner for discounts for employees that want to take their laundry to the cleaners.

Ms. Lawrence stated that we may need to revisit the Prop P (Public Safety Sales Tax money) policy. The current policy says that we can allocate 10% for pension, but she believes this may need to be increased. However, we need to wait to see how much the police building ends up needing from these funds before making any changes. Ms. Lawrence likes using Prop P for pension costs.

Ms. Lawrence asked who the City would add to West Central Dispatch Center (WCDC) if we could. Maybe Glendale, Ladue, or Des Peres. Problem with those cities is that they also have fire departments. WCDC doesn't do fire departments so that's the issue with those cities not wanting to join now. Ms. D'Alfonso suggested that the Council start talking with those city's council members to see if they are interested.

Dr. Hoffman stated that the 10% and 20% reduction options were unrealistic. Mr. Perkins said that we were able to reduce 50 sworn officers down to 49 last fall when an officer retired and when we switched to the new 12-hour shifts. The change to 12-hour shifts made this possible. We were able to move a traffic officer to crime prevention. We have a required minimum of 5 officers on at all times, but with the 12-hour shifts we have 6 scheduled each day. Of course, there are vacations and sick days so we aren't always fully staffed, but with more on, it eliminates the need to fill days off, which then creates less OT. Ms. Lawrence would like to see how it goes with just 49 officers before deciding to fill the vacant position. Ms. D'Alfonso asked how long it takes to hire someone? The answer was that it does take some time, but because of the new 12-hour shift, the new shift allows them more time to get someone instead of having to rush as much as they did before. Dr. Hoffman, Ms. Lawrence and Ms. D'Alfonso all commented that they have noticed more officers out with the new 12-hour shifts.

Ms. Lawrence asked if the reduction from 2 FT to 2 PT non-commissioned staff were already done and the answer was yes.

Mr. Shulenburg asked why Creve Coeur officers don't do off duty at theatres? Chief responded that the theatres can get officers cheaper with the County so they normally use them. Chief said they are so busy now, that they would not be able to take on additional orders. The Chief stated that they would like to focus more on proactive things.

Mr. Shulenburg asked about the firing range and if we were recouping our costs with only collecting \$3,500 from outside agencies. The Chief stated that he believes so.

Ms. Lawrence asked if we were getting all of the grant opportunities possible or were we missing out on any opportunities due to not being able to apply. Chief stated that he did not believe we were missing out on any.

Mr. Shulenburg asked if we see other cities outsourcing their police departments with Creve Coeur? The Chief said the we are always looking for those opportunities, but those opportunities really aren't out there. Mr. Perkins said that the only real possibility of gaining is through annexation. If we annex north, we could get some then. Mr. Shulenburg asked if other cities do that? It was answered that North County Coop did it. Mr. Perkins said that if the county were to take over our police department, we don't know how many officers they



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would have cover Creve Coeur, but it would probably not be as many. The Chief stated that the level of service would definitely go down.

Mr. Shulenburg asked how our level of service compared to Town & Country (T&C) and Frontenac? It was answered that T&C doesn't answer alarm calls and Frontenac goes to any and every call.

Mr. Shulenburg asked if other cities have the same level of service that we provide would be better candidates for combining? Ms. D'Alfonso doesn't want to lose the excellent service that we already have with the police department. She believes we are already a lot more proactive than most communities. Chief said Creve Coeur has more traffic accidents. Ms. D'Alfonso asked what the Chief meant by being having more proactive law enforcement activity? Chief said to do things like money laundering, cyber-crime, etc. Chief said that we used to have a full-time employee to focus on asset forfeitures/seizure money, but that was cut.

Ms. Lawrence said that we have a lot of well-educated, retired residents that could probably help the police department out. Maybe we need to set up a Creve Coeur Police Tech Support Team. Need to check with City Attorney. Maybe this will help us be more productive and effective.

Ms. Lawrence stated that if the Chief hears of ways to make it better for employees to let them know.

Mr. Shulenburg asked why we don't do DUI Check Points anymore? Chief said not a lot came out of doing those and it was expensive. It was more educational. Plus, the State doesn't fund those any more. We still do some, but not as many.

VI. Discussion and Wrap Up

The following items are the take-aways from the interviews that the Task Force would like to possibly consider or to have staff research in the future:

- Uniform Allowance reduction and setting up a Dry Cleaner Discount and Quarter Master
- WCDC - adding more cities
- Prop P (Public Safety Sales Tax) Policy and raising the amount to fund pension costs. We can revisit during the budget process.
- Evaluate current reduction of 50 officers to 49 to see if we need to fill vacant position
- Look at firing range fee that we charge others. Staff will come back with a recommendation fee to the Task Force
- Look at creating a Creve Coeur Police Tech Support Team to help the department out

VII. Reports

Meeting Schedule



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RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Shulenburger, Fogerty
ABSENT:	Potashnick, Silverman

VIII. Adjournment



**Finance Task Force
Task Force Minutes
January 16, 2019
4:00 PM**

PW Administrative Conference Room

I. Call to Order

Ellen Lawrence	Councilman	
Robert Hoffman	Councilman	
Charlotte D'Alfonso	Chair	
Larry Potashnick	Board Member	(Absent)
Heather Silverman		
Adam Shulenburg	Vice-Chair	
Tim Fogerty	Board Member	
Lori Obermoeller	Director of Finance	
Mark Perkins	City Administrator	
Sharon Stott	Assistant City Administrator	
Debbie Loso	Assistant	
Jim Heines	Public Works Director	
Mike Fogg	Operations Superintendent	

II. Approval of Agenda

1. Motion to Approve Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Robert Hoffman, Councilman
SECONDER:	Ellen Lawrence, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick

III. Approval of Minutes

Approval of January 2, 2019 Finance Task Force Task Force Minutes

IV. Old Buisness

Organization Chart

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick

Detail Analysis

Communication: Discussion of Financial Taskforce's Progress (New Business)



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RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick

Questions

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick

V. New Business

Department Interviews

Public Works

Public Works Combined Narratives FY19

Public Works Job Descriptions

Public Works Task Force Answers

Ms. Lawrence asked about dead animal pick up (Packet Page 15) and who picked them up? Mr. Heines stated that we contract with a company to pick up the large animals, but Public Works picks up the small animals.

Packet Page 17, Acct 6251 - Street Light Maintenance - Do we want to make subdivisions pay for part of this expenditure? If we ask subdivisions to pay, then they probably won't and then the streets will be dark and security may be an issue.

Packet Page 44 - Mr. Shulenburg asked if leaf and limb pickup was offered by Republic? They do offer unlimited leaf and limb pickup for \$9 per month. However, this \$9 rate was offered because they know we pick up leaf and limbs free so if we no longer offer this free service, the fee might go up. Plus, they don't vacuum the leaves like we do.

Mr. Shulenburg asked why the savings for charging private streets snow plowing services and leaf/limb pickup was so low (\$30,000-\$40,000)? Mr. Heines said that savings amount was only for the cost of snow plowing. Mr. Shulenburg asked if we could outsource snow plowing? Yes, but it may be difficult finding someone that can do the entire city and to also be cheaper than what the City can do it for. Mr. Shulenburg asked what the mileage was per truck? The chipper truck is the highest mileage with 60-70K miles. We get 10-12 years on 2-Ton Trucks (we have 9). We also have 9 spreaders for all of the 2-Ton Trucks. 1-Ton Trucks are used for daily work. With the last snow storm, we had 6 2-Ton Trucks in operation. We have 9 routes in the City, but we don't have enough manpower to operate all 9 trucks.

Mr. Shulenburg asked why the savings wasn't higher with snow plowing? There is material savings, but you can't really cut manpower with only 20% of the streets being private so there



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is no savings with labor. You might, however, be able to eliminate a truck if we no longer did private streets. Mr. Shulenburg asked if we could do snow plowing for unincorporated areas to try to gain money? Not really a good idea because we won't be able to get compensated from the County for doing their road. Would Olivette be interested? Don't really know. We looked at outsourcing leaf pickup with Olivette and we were better deal for them, but they knew that our residents would be taken care of first and they would be 2nd, so they didn't want that. Snow plowing would be the same. Ms. Silverman asked if we could do with any other cities? We have talked about this before with other cities, but the level of service with other cities are so different. Town & Country doesn't even offer leaf vacuuming. Olivette contracts leaf service out, but they do plow their own streets for snow removal. You also might make the Creve Coeur residents angry if you did other cities and then their service level suffered because of it. Probably not a real good idea to try to take on more streets. Maybe we can try outsourcing 1 route at a time for snow plowing to see how it works? It might be hard to find contractors willing to commit to doing it without paying some price upfront, but we can look into it. Ms. Lawrence commented that we would probably have the same problem we had with mowing where we couldn't get people to do it. Mr. Fogg stated that the State tried to do this before and the costs were so high that they didn't do.

Ms. D'Alfonso asked why we are vacuuming leaves for private streets that are closed off to the public? Most often these streets aren't closed off to the public...they have 1 end open, just not both ends. We do, however, plow gated streets. We don't maintain the streets for private streets, but we do the snow plowing. We have about 30 lane miles out of 150 that are private, so that's about 20% of our streets. Maybe we need to start charging private streets a yearly fee for snow plowing? Mr. Shulenburg asked what we would charge all residents for leaf and limb service if we went to a fee for all? Ms. D'Alfonso said, "that is the last thing we would want to change because that is the one service that all residents really want". Mr. Perkins said the City of Kirkwood went to a fee base program, but then eventually stopped that and got out the business altogether. Now they only sell bags and stickers. We would need more staff to do a fee-based program if the City were to charge residents. Leaf and Limb fixed costs are higher than variable costs. Maybe we can eliminate 2 employees which would be the only real savings.

Ms. Lawrence said that maybe we should do 1 limb pickup per month instead of 1 per week in the summer only? Maybe we should also encourage more residents to use Republic Services. Staff will look into offering less in summer only.

Dr. Hoffman asked how many residents participate in the EAB Tree Removal Program? We get quite a few. We have been offering the program for 2 years now, but we don't replant unless it is City Property or in a Park. Ms. Lawrence would like to make sure that we are giving residents information on the program when we take trees down in the ROW. Maybe we can put brochure in with the letter that we send out before we remove the tree?

Packet Page 44 & 45 - Historical Cabins and School House - Dr. Hoffman wanted to know why we restore these buildings? Mr. Heines said they are getting a cost to restore these buildings now, but we could also look at the cost of having them removed and include that in the report. Staff will also look at possibility of selling the Tappmeyer House or other options available.

Packet Page 45 - Stainless Steel Spreaders - City currently only uses the stainless-steel spreaders once per vehicle, but we could take off of the retired truck and put on the new vehicle so that we get 2 vehicle lives out of them.



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Packet Page 45 - Farmers Market - Ms. D'Alfonso said that we have been doing the Farmer's Market for 4 years now and it still isn't self-sustaining. It costs the City about \$9K per year to operate it. How many people use it? Ms. Lawrence said that the vendors say that they have a lot of people that come and buy a lot, but they do just that and don't stick around. We don't rent that space, so no cost there, but the vendors would prefer a more visible spot closer to Olive Road. Sales are up 30% from last year. We have about 12 vendors. We charge \$100 - \$150 per vendor. Danforth Center has shown some interests in hosting the Farmers Market, but they aren't ready yet. Question was asked why we do the Farmer's Market if we are losing \$9K per year? We do it for Community Engagement. Plus, our goal was to break even, but it just hasn't happened yet. There was discussion of moving it to Fresh Market area. Looking at other areas as well.

Task Force would like to see a list of what community engagement activities or special events we offer residents and the costs of each. They would also like to see a list of the vendors for the Farmer's Market and what they are paying?

Packet Page 46 - Horticultural Program - Ms. Lawrence asked about the horticultural program and whether we have ever contacted UMSL? Yes, we have used other schools. They normally do the design and figure it all out and don't charge. Mr. Heines said the cost to maintain the landscaping throughout the City is very high and adding additional areas make it hard for staff to keep up. Mr. Shulenburg asked if we could outsource the gardening. We already outsource some of it, but we maintain some ourselves. Ms. D'Alfonso asked if we could have a Landscaping Day? Ms. Stott commented that it is expensive to do and we have to worry about the liability costs. Mr. Shulenburg suggested putting up signs when someone maintains the area just like they do along highways. Ms. D'Alfonso said it is getting harder and harder to find volunteers for anything. Are there any areas that are more labor intensive than others? Olive medians are the most labor-intensive area. Staff looks at low maintenance and drought tolerant plants for landscaping as much as possible. Ms. D'Alfonso said that AVISRE at NLC had a bulb that you put in the ground to release water on golf courses so maybe we need to look into that for landscaping throughout the City.

Packet Page 47 - Public Works Efficiencies - Mr. Shulenburg asked if we have ever had an outside company look at Public Works efficiencies? ICMA does a benchmarking with other local municipalities that we participate in and use to compare data. The only problem with this data is that every city looks and answers the questions differently so basically, "garbage in, garbage out" exists. But staff will distribute the ICMA report to the Task Force. Seems like Creve Coeur is always within the same group of responses as most others which is good that we aren't the outlier.

Mr. Perkins said that there are consultants out there that will look at efficiencies because he knows Maryland Heights did one and he thinks it was around \$10K. Mr. Shulenburg said that he believes spending money to do a Public Works Study would be justified since we are spending \$50K on Park Plan. It might be good to know what are the Best Practices.

Packet Page 48 - ROW Mowing - What is the cost savings if we give back to the subdivisions to do themselves? \$15K/\$20K per year. Flail Mower for ROW is used April - June/July and is the most expensive part. We could start billing like we do for tall weeds. If we do, then we would first send a letter that we cut the ROW, but that the next time, they will be charged. Olive is the biggest problem area. Ms. D'Alfonso wanted to know the Return on Investment for the automated irrigation systems? We need irrigation system on the west side of the City, but we can't even get bids. No one wants to do it. We are continuously looking for drought



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resistant landscaping, but still a big problem area.

Mr. Heines wanted to point out that there are some items that get charged to his budget that are expensive that are beyond his control. For example, when the street lights and planters get hit, they are very expensive to replace. And while insurance normally covers these costs, the expenditure comes out of his budget, where the revenue goes into a revenue account. He just wanted to point that out.

Mr. Heines also said that the new software will show costs for programs, so they will be able to track that better in the future.

Packet Page 15 - Fleet Maintenance Expenditures - It is very cost effective to bring maintenance in house. If we do Police Equipment Changeover, this is not cost effective per the Police Chief. Staff will not look at the costs of bringing Changeover in-house. If we were to add another mechanic, would that increase the life of our vehicles and reduce the overall costs? Staff will look into this.

Mr. Shulenburg asked how often we rebid outsourced items? We do this often.

Public Works Outsourced Services

VI. Discussion and Wrap Up

The following items are the take-aways from the interviews that the Task Force would like to possibly consider or to have staff research for the future:

- Look at charging private streets a yearly snow plowing fee
- Look at out sourcing snow plowing for 1 of the routes (pilot program)
- Look at only doing 1 limb pickup per month instead of 1 per week in the summer only
- Look at all future options for the Historical Cabins, the Lake Schoolhouse and the Tappmeyer House
- Start using Stainless Steel spreaders on more than 1 truck; extending their life and not having to purchase a new spreader with every new truck purchase
- Provide a list of all community engagement activities and special events that we offer residents and the costs for each
- Provide a list of all of the Farmer's Market vendors and what they are paying
- Give ICMA Survey Report to Task Force
- Look at costs of doing Public Works Efficiencies Study
- Look at billing for ROW mowing
- Look at costs to bring Police Vehicle Change Over inhouse and maybe hiring another mechanic to help with this. Would this mechanic also increase the life of the vehicles and reducing overall costs?

VII. Reports

Meeting Schedule



**Finance Task Force
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4:00 PM**

PW Administrative Conference Room

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick

VIII. Adjournment

1. Motion to Adjourn

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ellen Lawrence, Councilman
SECONDER:	Tim Fogerty, Board Member
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg, Fogerty
ABSENT:	Potashnick



**Finance Task Force
Task Force Minutes
January 30, 2019
4:00 PM**

PW Administrative Conference Room

I. Call to Order

Ellen Lawrence	Councilman	
Robert Hoffman	Councilman	
Charlotte D'Alfonso	Chair	
Larry Potashnick	Board Member	
Heather Silverman		
Adam Shulenburg	Vice-Chair	(Absent)
Tim Fogerty	Board Member	
Lori Obermoeller	Director of Finance	
Mark Perkins	City Administrator	
Sharon Stott	Assistant City Administrator	
Debbie Loso	Assistant	
Steve Unser	Building Official	
Jason Jaggi	Director of Community Development	

II. Approval of Agenda

Motion to Approve Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Robert Hoffman, Councilman
SECONDER:	Ellen Lawrence, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Potashnick, Silverman, Fogerty
ABSENT:	Shulenburg

III. Approval of Minutes

Approval of January 16, 2019 Finance Task Force Task Force Minutes

Amend minutes Packet Page 6 to reflect that the Police Department said having the equipment change-over on new police vehicles brought in-house was not cost effective.

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Ellen Lawrence, Councilman
SECONDER:	Robert Hoffman, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Potashnick, Silverman, Fogerty
ABSENT:	Shulenburg

IV. Old Buisness

Organization Chart



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RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Potashnick, Silverman, Fogerty
ABSENT:	Shulenburg

Detail Analysis

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Potashnick, Silverman, Fogerty
ABSENT:	Shulenburg

Questions

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Potashnick, Silverman, Fogerty
ABSENT:	Shulenburg

V. New Business

Department Interviews

Community Development

Community Development Combined Narrative FY19

Community Development Job Descriptions

Community Development Task Force Answers

Mr. Potashnick asked about the history of the elevator inspections done by the County? Mr. Unser stated that in 1986 when he started, everything was done in-house, but then some items were outsourced to the County due to workload, instead of hiring staff. Elevator services were one of those items outsourced. Then electrical, plumbing and mechanic services were next to be outsourced. Now Creve Coeur does building, plan review and residential mechanical (HVAC) permits and inspections. Mr. Potashnick asked if we could outsource everything? Yes, but there would be less than 1% savings. Mr. Jaggi stated that the BOCA code used to be little, but it is not used any more. Creve Coeur now uses ICC Codes (International Code Council), which is more complex so that's part of the reason for the change and need for a more specialized skill set. Mr. Potashnick stated that it would be easier for the customer if everything was done by one entity. It was stated that Creve Coeur inspectors are not like others; they do inspections the next day which doesn't happen with the County. The sequence of inspections is what affects the timing of inspections, which is part of the customers frustrations. Less than 1% savings is \$130,376. Ms. Lawrence said that most of her calls in regards to the building department are about building inspections and she knows those calls would increase with County. Ms. Silverman asked about training? Mr.



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Unser stated that the inspectors are certified by International Code Council. Once certified, then they must get 15 hours of training per every 3 years. Dr. Hoffman said that he gets a lot of calls about the turn-a-round time and it turns out to be County inspections. Ms. D'Alfonso asked if there were any fees could be increased to help offset the cost. Mr. Unser said yes. County provides permit reports for plumbing and electric, but not sure hiring another employee is warranted unless the fees could cover employee costs. Apartment Re-occupancy is another area that the fee structure could change to address illegal re-occupancies and multiple inspections potentially resulting in increase revenue.

Ms. Lawrence asked what illegal occupancy was? When an inspector goes out to do an inspection on vacant property and the unit is occupied. There is a penalty fee which is double the conditional occupancy (CO) fee (\$75 x 2 = \$150) and there is a \$100 penalty so it costs them \$175 extra when there is an illegal occupancy. Mr. Jaggi said that the penalties and fees aren't really enough to deter landlords from occupying the units because they can get that month's rent, pay the penalties and still come out ahead. Ms. Silverman asked if we could raise the penalties? Mr. Jaggi said that they started the apartment re-occupancy in 2012 so it probably is time to revisit the fees. Dr. Hoffman asked if we were limited in the amount of fines we could charge? Through the court system, yes, we are limited, but we can adjust the fees based on our costs. Mr. Perkins said that they have talked about bringing back another in-house inspector, but they wouldn't even need to hire another employee because current staff can do plumbing. We do have to be careful about bringing too much back in-house because of recessions. But the advantage is a better level of service. We are waiting to see the efficiencies created from the software and possible staffing changes. Ms. D'Alfonso would like to look at benefits, costs and savings of doing residential plumbing and electric again. Look at type and fees for each for last 3 years. Ms. Lawrence would like to wait to hire or add more staffing until after we have had the opportunity to evaluate efficiencies from the new software.

Enforcement levels are lower...what does this mean? Doing more inspections in less area. Mr. Unser said that our inspectors spend more time at the job site which means we can catch more problems. Our ordinances are more restrictive. County would have to follow our ordinances if they were to take over. Ms. D'Alfonso asked about sharing with other cities? We can't find inspectors right now and we looked at Town & Country, Maryland Heights a few years ago and no one is interested. Cities have adopted different codes. Creve Coeur uses 2009, some use 2015. County uses 2009. Some, however, have deleted part of the codes such as Energy Conservation. Creve Coeur has not deleted portions of the code. Mr. Unser said that the City is more responsive and does a better job because we spend more time doing the inspections. County Plan Review will take 6 - 8 weeks, where Creve Coeur will do within 1 - 2 weeks.

Ms. Lawrence would like to look at two topics on Packet Page 60 under #8. 1) increasing building permit fees to capture more of the costs of providing these services; and 2) offering a stipend for cell phones instead of providing low-cost model phones to employees. As well as, whether we should really be requiring inspectors to utilize a personal vehicle and reimburse those employees for mileage instead of providing city vehicles to inspectors as discussed on Packet Page 61.

Ms. Silverman asked if we should be addressing more property maintenance issues? Dr.



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Hoffman and Ms. Lawrence wondered the same thing. Most of their calls are regarding property maintenance. However, we are legally limited on what we can do. Ms. Silverman asked if they could be given a list of those problem properties and what actions have been taken on each. Yes, we know which properties are the reoccurring ones, so we could put together a list of those and distribute. We can't issue a warrant any more for those that don't show up to court. Full-time Code Enforcement Officer spends 10-15% of his time dealing with code enforcement and the rest doing apartment re-occupancy inspections. Ms. D'Alfonso said that the Citizen Survey showed Creve Coeur being better than other cities, even though the building department has complaints.

Packet page 64 looks at Building Code Enforcement Cost. Page 66 looks at Apartment Re-Occupancy and Page 65 combines all costs. Mr. Perkins said that Table 1 on Building Code Enforcement Costs has a 90% recovery of costs instead of the 86% that we have used in the past. Mr. Potashnick asked why it wasn't 100%? How does this compare to other cities? It was stated that we are more aggressive than most cities and if we recover 100%, then we would be at the top of other cities. However, Table 1 does not include Overhead and we could include those. Mr. Jaggi said that costs aren't usually the complaints that he hears...most of the complaints are because they are more restrictive in codes. We aren't as welcoming as other cities, but ours are what our residents want.

Ms. D'Alfonso said that charts on Packet page 67 - 69 are in line with other cities. When are we going to increase our fees? It was stated that after this Task Force review, we had planned on discussing with the Council during the budget process.

Mr. Potashnick asked why we don't adjust the fees annually? Mr. Perkins said that we usually look at it every 3 - 5 years. Mr. Potashnick said maybe we need to do more often; we don't have to adjust every year, but at least look at it? Mr. Perkins said we do review more often and our goal has increased to 90% funding. Mr. Potashnick would like to see us add overhead and see what the numbers look like. Everyone agreed that we should see the numbers at 90% and 100% with overhead, as well as 100% without overhead. It was also stated that we can present these numbers during the budget process. Mr. Potashnick asked why we care about being close to other cities' fees? It was stated that we don't want to discourage people from getting permits. And permits fees are doubled if you don't get one and get caught.

Ms. D'Alfonso said that this group needs to talk about revenues after we conclude our expenditure interviews. She would like to see this brought up at the next City Council meeting so we can't keep moving forward after we finish expenditures.

Mr. Potashnick asked Community Development how they would cut 10% across the board? Can you cut and still maintain same level of service? If we cut staff, we'd have to cut service per Mr. Jaggi. We are hoping though to lower operational costs with the new software by being more efficient and going paperless. We spend about \$7,000 in printing costs.

In 2009, we lost 2.5 employees due to cut backs, but have since rehired. We were down 6 and now we have 9 employees.

Mr. Potashnick asked if we could consolidate and save? Mr. Jaggi wasn't sure. Level of



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service is so different and most cities are not interested. Mr. Perkins said that 5 - 6 years ago the City did an analysis with Frontenac, Town & Country and Olivette to see what they could all do to join the building department with these cities. We didn't see any substantial savings. We will share the report, and we could look at doing the analysis again.

Mr. Potashnick said the County has a higher volume. Yes, but that includes annual inspections where they go in and out quickly. Our inspectors are more thorough. Mr. Potashnick asked if we could we spend time less time on the inspections? Yes, but we tend to and prefer to take longer on inspections instead of reducing time for the inspection. Eventually, we may reduce the amount of time we spend with those inspections. Mr. Potashnick's stated that his experience has been that if you force employees to be more efficient, they will figure it out.

Ms. D'Alfonso said that residents would be willing to pay more to keep services. We have to be careful about cutting staff because we will probably lose our concierge service that we have come to expect. Ms. D'Alfonso said that as retirements happen, we should look at cutting through attrition if possible.

Community Development Staff Report

VI. Discussion and Wrap Up

The following items are the take-aways from the interviews that the Task Force would like to possibly consider or to have staff research for the future:

- Look at doing residential plumbing and electric again. What are the savings? Look at by type and fees for the last 3 years?
- Look at increasing the building permit fees to capture more of the costs of providing these services.
- Look at offering a stipend for cell phones instead of providing a low-cost model to employees.
- Look at costs of providing a city vehicle to inspectors so they don't have to use their own personal vehicle and get reimbursed for mileage.
- Look at including overhead in with building code enforcement costs to see what 90% and 100% recovery costs would be. Also look at what it would be if recovery costs were 100% without overhead.
- Evaluate the efficiencies and reduction in printing costs with the new software.
- Distribute report from years ago that analyzed joining building departments with other cities such as Frontenac, Town & Country, Olivette, etc. Can we look at updating the report?
- As retirements happen and employees leave, we should be looking at the possibility of reducing staff through attrition.

VII. Reports

Meeting Schedule



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RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Potashnick, Silverman, Fogerty
ABSENT:	Shulenburg

VIII. Adjournment

Motion to Adjourn

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tim Fogerty, Board Member
SECONDER:	Heather Silverman
AYES:	Lawrence, Hoffman, D'Alfonso, Potashnick, Silverman, Fogerty
ABSENT:	Shulenburg



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I. Call to Order

Ellen Lawrence	Councilman	
Robert Hoffman	Councilman	
Charlotte D'Alfonso	Chair	(Absent)
Larry Potashnick	Board Member	
Heather Silverman		
Adam Shulenburg	Vice-Chair	(Absent)
Tim Fogerty	Board Member	(Absent)
Lori Obermoeller	Director of Finance	
Mark Perkins	City Administrator	
Sharon Stott	Assistant City Administrator	
Jason Valvero	Director of Parks & Recreation	
Tim Brinks	Assistant Director of Parks & Recreation	

II. Approval of Agenda

1. Motion to Approve Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Heather Silverman
SECONDER:	Ellen Lawrence, Councilman
AYES:	Lawrence, Hoffman, Potashnick, Silverman
ABSENT:	D'Alfonso, Shulenburg, Fogerty

III. Approval of Minutes

Approval of January 30, 2019 Finance Task Force Task Force Minutes

Mr. Potashnick wanted clarification on Packet Page 3 that less than 1% savings of \$130,376 is a representation of the entire General Fund Budget. Ms. Lawrence wanted clarification that most of her calls are about building inspections and not just calls in regards to the building department.

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Ellen Lawrence, Councilman
SECONDER:	Heather Silverman
AYES:	Lawrence, Hoffman, Potashnick, Silverman
ABSENT:	D'Alfonso, Shulenburg, Fogerty

IV. Old Buisness

Organization Chart

Detail Analysis

Questions



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V. New Business

Department Inter Views

Dielmann Recreation Center

Dielmann Recreation Center Combined Narratives FY19

Dielmann Recreation Center Job Descriptions Combined

Dielmann Recreation Center Task Force Answers

Mr. Potashnick asked if they could get an organizational chart with an actual head count in every position. Ms. Stott distributed a Summary of Full-Time Authorized Personnel by Department from the budget book.

Director of Parks & Recreation Jason Valvero and Assistant Director Tim Brinks went through the answers to all of the questions. Below are a few items that were discussed in more detail:

Packet page 40 talked about Goose Roundup. This is where they come and physically remove the geese and take them to a different location. It is very effective and more effective than having the dog.

Ms. Lawrence asked if we could plant native grasses on the golf course? No, native grasses are too tall for golfers and they just don't work for golf courses.

Using more part-time staffing was discussed, but it's really had to find reliable part-time employees. Plus, there's a skill to cutting the golf greens, so we really need employees experienced in grass cutting for the golf course.

Dr. Hoffman asked why we don't have concessions at the ice rink open more? We should be selling hot chocolate, coffee, popcorn, snacks, etc. Mr. Brinks said that if the Rockets are playing a game, they do open the concessions. However, some times the Rockets will schedule a game without them knowing it is a game, so the concessions may not get opened for every game. But for the most part, the concessions are open for every game, every weekend and all golf or special events. The concessions used to be open 11 - 6 every day, but it just wasn't cost effective to do every day. They have tried to open for practices, but no one really eats during practices. Vending machines do very well and we keep 100% of the profit. However, we don't really have the space for many more vending machines.

Sponsorships for concerts haven't been as good as the last few years because they only have about 350 people attending the concerts so people don't want to sponsor a small group. It cost about \$2,000 to put a concert on. Not sure how many of the attendees are residents. Question was asked if they can get rid of the bandwagon? Some bands don't need it, but others have to have it. Plus, there is no electric if there isn't the bandwagon, so that would be an issue. Can we look at doing more international programming groups? Yes, but still won't attract that many more people.



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The Farmer's Market location was discussed. Still trying to find a good location. Legion Hall is a possible option and it will help eliminate public works costs and Johnny on the Spot costs.

Mr. Valvero stated that they do lots of cross promotions with concerts and camps with other municipalities.

The LED light replacement program in the Ice Rink hasn't happened yet because it's really not effective to do all at once.

The irrigation system for the golf course was installed in 1974, so it's really old technology. They looked at having it replaced last year, but it was way more expensive to replace than they anticipated. The question was asked how much longer it will last? The guess was another 10 years. Then what will the City do? No real plan on what to do after that, but will probably look at Grants. We can get about \$475,000 every other year through the 1/10 cent St. Louis County Parks Tax and we usually get some of these funds. The current system uses staff labor to adjust the heads, but it doesn't always take a lot of staff time.

Ms. Lawrence asked about HVAC training costs and if it would save to train maintenance person to know? They currently look at opportunities to train staff when they can.

Mr. Potashnick asked what they would do if they had to do a 20% increase in revenues to cover costs, could they do it and be self-sustaining? No, we would price ourselves out of the market. We are currently about 20% less than the private facilities, but at about the same as other municipalities. Mr. Potashnick asked if we could increase revenues 5% a year over the next 4 years? No, not really. The staff does increase revenues whenever they can, but we can't promise to be able to do 5% every year for the next 4 years.

Ms. Lawrence was wondering if we could do Groupons? Maybe have a 2-hour Golf Getaway? Mr. Valvero stated that they do Groupons with the Ice Arena, but they don't do for Golf because it costs the City money.

Ms. Lawrence wants staff to look at adding more vending machines in the Dielmann Center lobby so people have more options when the concessions are shut down.

Mr. Potashnick asked if we could monetize the golf course? If we did, we would have to change the comprehensive plan in order to do. Currently, the plan says it has to be a park or a golf course. Mr. Potashnick asked if we could sell Millennium Park? No, there are deed restrictions that prevent us from selling this park. It was mentioned that we are currently in the process of selling Fountain Park. Mr. Potashnick asked if those funds could go into the General Fund to help relieve that fund? This can be looked at.

The next meeting will be a wrap up of the interviews with answers to many of the questions that came from each session. Finance Director Obermoeller will also distribute revenue presentations that were handed out to the Finance Committee last year.

Farmers Market Memo 2018

VI. Discussion and Wrap Up



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VII. Reports

Meeting Schedule

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, Potashnick, Silverman
ABSENT:	D'Alfonso, Shulenburger, Fogerty

VIII. Adjournment



**Finance Task Force
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4:00 PM
PW Administrative Conference Room**

I. Call to Order

Ellen Lawrence	Councilman	
Robert Hoffman	Councilman	
Charlotte D'Alfonso	Chair	
Larry Potashnick	Board Member	(Absent)
Heather Silverman		
Adam Shulenburg	Vice-Chair	(Remote)
Tim Fogerty	Board Member	(Absent)
Lori Obermoeller	Director of Finance	
Mark Perkins	City Administrator	
Sharon Stott	Assistant City Administrator	
Debbie Loso	Assistant	

II. Approval of Agenda

1. Motion to Approve Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Robert Hoffman, Councilman
SECONDER:	Heather Silverman
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburg
ABSENT:	Potashnick, Fogerty

III. Approval of Minutes

Approval of February 13, 2019 Finance Task Force Task Force Minutes

Ms. Lawrence asked that the minutes be amended to add that she wants staff to look at adding more vending machines in the Diehlmann Center lobby so people have more options when the concessions is shut down.

RESULT:	ACCEPTED AS AMENDED [4 TO 0]
MOVER:	Robert Hoffman, Councilman
SECONDER:	Ellen Lawrence, Councilman
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman
ABSTAIN:	Shulenburg
ABSENT:	Potashnick, Fogerty

IV. Old Buisness

V. New Business

Final Combinded Questions & Follow Ups



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Ms. Lawrence wanted to make a statement and suggestion before starting. She has been thinking that if the Task Force were to just cut half of a million, then that will go a long way. She would like to see all of the follow up questions be ranked by easy, moderate or difficult and ranked by priority. She thinks we can get to \$500,000 pretty easy, which will then add up over multiple years.

The 5-year General Fund projections were handed out and discussed. It was noted that the \$400,000 transfer out of the General Fund is not discretionary. These funds are from the County Road & Bridge Tax and State Statute requires that they be used for improvements and repairs of public roads, streets and bridges within the city, which is why half of the revenue is transferred to the Capital Fund.

It was also pointed out that while this is a 5-year projection, there is more confidence in the 3-year projections. As you move further out, it gets more difficult to predict what is going to happen.

Mr. Shulenburger wanted to state for the record that we could increase the building fees to help recover the costs, but he still struggles with the overall costs in the building department. He still thinks the need of the building department should be reviewed further.

Ms. D'Alfonso would like to see us put the list of follow up questions in priority as well. She suggested listing each one as either a 1 for easy, 2 for moderate, 3 not so easy, 4 for unknown or 5 for delete.

Dr. Hoffman agreed with the recommendation of ranking the questions, but wanted to state that it was clear after going through this process that the departments do a good job of watching their money which is why there wasn't much to cut.

The Task Force then proceed through the questions and the attached spreadsheet summarizes their recommendations. Below are a few comments on some of the items:

- Ms. Lawrence does not want to see the newsletter cut at all because of the usefulness of the document. Mr. Perkins asked if it could be cut to every other month? Dr. Hoffman and Ms. D'Alfonso said No. Ms. Silverman said maybe they could work towards that in the future as the community demographics change. Ms. D'Alfonso said that she would prefer they do the black and white option before reducing any of the issues. Ms. Lawrence agreed with Ms. D'Alfonso. Maybe over time, residents will feel less reliant on the newsletter, but at this point in time, that is not the case. Mr. Perkins asked if the number of pages could be reduced. No one really thought it could be reduced. Ms. D'Alfonso wondered if we could email to those that want to opt out of receiving it? Staff commented that they have tried that before and not many people respond so it doesn't really help.
- Ms. Lawrence wants to make sure no one is using ink jets.
- A Court consolidation spreadsheet was distributed and discussed and all were in favor with moving forward with this. The only wildcard right now is Ladue. We are not sure if they are onboard, but they can always come on board later if they decided not to do now.
- Ms. Lawrence wanted to see the Vacation Buyback reduced to 1 week. It was agreed to implement this in FY 2020.
- Ms. Lawrence believes there is a fairness issue with the pension plans having different employee contribution percentages and thinks they should both be the same, which is 4%. All agreed and decided to make this effective FY 2020.
- Health insurance for retirees was discussed, but they all agreed that this should not be done.



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- Ms. D'Alfonso thought the OT should be looked at and changed to be paid on anything over 40 hours per week since there are no other cities that do this, instead of anything over 8 hours per day. All agreed this should be done and implemented January 1, 2021. It was also agreed that the OT rate should not be overstated and the City should move towards correcting this.
- Ms. Lawrence would like to see 15% of the public safety sales tax money be used for pension. She would like to have these funds transferred to the General Fund to reduce the city's current pension contribution from the Legacy DB Plan and from LAGERS. Staff will verify the funds can be used for pension.
- The Task Force does not want to charge private streets for snow removal at this time.

It was decided that the next step is to report these recommendations to the Council at the March 11 work session. Staff will prepare a summary of the savings for each one of the rankings. The Task Force will meet next Wednesday to discuss the report.

Revenues and Expenditures

Alternative Revenue Source

VI. Discussion and Wrap Up

VII. Reports

Meeting Schedule

RESULT:	DEFERRED [UNANIMOUS]
AYES:	Lawrence, Hoffman, D'Alfonso, Silverman, Shulenburger
ABSENT:	Potashnick, Fogerty

VIII. Adjournment

Finance Task Force

Ranking of Follow Up Questions

Ranking Descriptions:

1-Do ASAP

2-Do in time

3-Look at doing down the road

4-Unknown, can review later

5-Delete

	Amount of Savings					
	1	2	3	4	5	Comments
<u>Legal, Administration, IT</u>						
Reduce Costs of Newsletter			\$ 5,358			Do not Reduce # of Issues; Only Consider Black & White
Increase Refress Rates of PC/Laptops/Printers/Peripherals			\$ 4,000			
Investigate Managed Print Services	\$ 4,800					
Perform Phone Audit	\$ 6,200					
Look at Employee Benefits such as Health & Dental			X			Keep Competitive Work Environ.-So Continously Review
Look at Eliminating or Reducing Vacation Buyback	\$ 27,000					Reduce to 1 Week; Implement FY 2020
Look at Increasing Legacy Pension Plan Employee Contribution	\$ 34,000					Increase Contribution from 3% to 4%; Implement FY 2020
Look at Reducing Costs for Employee Events-Wellness/Recognition			\$ 3,500			
Review/Reduce City Paid Portion of Retiree Insurance			\$ 173,000			
Look at Offering Employees Eligible for Retirement Incentives to Retire				X		
Compare Employee Benefits with Other Cities	X					Continously Doing
Look at OT over 8 Hours per Day and Overstated OT Rate						Implement OT over 40 hours on 1/1/21; Change OT Rate
<u>Finance, Interdepartmental</u>						
Look at Revenue Fees	X					
Look at Creating a Centralized Customer Service Center		X				Will Review after Software Fully Implemented
Look at Cross Training within Departments	X					
Look at Going Paperless & Reducing Printing Costs	X					
<u>Council/City Clerk/Legislative</u>						
Look at Getting Wash U Intern to help with Codification				X		
Look at Voice Recognition Sotware for Minutes					X	
<u>Municipal Court</u>						
Look at Muncipal Court Consolidation	\$ 43,261					LT-Goal of Consolidating with only 4.5 Employees
<u>Police</u>						
Look at Reducing Uniform Allowance & Going to Quarter-Master System	\$ 28,700					Implement FY 2020
Look at Adding more Cities to WCDC	X					Continously Doing
Change Public Safety Sales Tax Policy to allow 15% for Pension Costs	\$ 127,500					Use 15% of the Public Safety Sales Tax \$ for PD Pension
Evaluate Reduction of 1 Officer (from 50 to 49)	\$ 123,000					Done
Look at Firing Range & What we are Charging Users	\$ 3,500					
Look at Creating a Creve Coeur Police Tech Support Team	X					

Communication: Rank Follow Up Questions (New Business)

Finance Task Force

Ranking of Follow Up Questions

Ranking Descriptions:

1-Do ASAP

2-Do in time

3-Look at doing down the road

4-Unknown, can review later

5-Delete

	Amount of Savings					
	1	2	3	4	5	Comments
Public Works						
Look at Charging Private Streets for Snow Plowing		\$ 35,000				Revisit in 2021
Look at Out-Sourcing Snow Plowing					X	
Look at only doing 1 Limb Pickup per month in the Summer Only			X			
Distribute EAB Tree Removal Program	X					Already doing
Look at all Options for Historical Cabins, Schoolhouse & Tappmeyer House	X					Already doing
Start using Stainless Steel Spreaders on more than 1 Truck	X					Already doing
Provide a List of Community Engagement & Special Events Activities	X					Done
Provide a List of all Farmer's Market Vendors & What they are Paying	X					Done
Give ICMA Survey to Task Force	X					Done
Look at Costs of Doing a Public Works Efficiency Study					X	
Look at Billing ROW Mowing			X			Look at down the road
Look at Hiring another Mechanic to Increase Life of Vehicles			X			Look at down the road
Community Development						
Look at Doing Residential Plumbing & Electric			X			
Look at Increasing the Building Permit Fees to 90% or 100% of the Costs		X				Look at 90% or 100% in 2021 or later
Offer a Stipend for Cell Phones Instead of Providing Low-Cost Models	X					If no additional costs to the City, why not do
Look at Costs of Providing City Vehicles to Inspectors				X		
Look at Including Overhead in with Building Code Enforcement Costs		X				Look at 90% or 100% in 2021 or later
Evaluate the Efficiencies in Reducing Printing Costs with the New Software	X					Will do once software implementation is complete
Distribute Report Analyzing Joining Building Depts with other Cities	X					Done
Look at Reducing Staff through Attrition	X					Continously Ongoing
Total Savings	\$397,961	\$ 35,000	\$185,858	\$ -	\$ -	

Communication: Rank Follow Up Questions (New Business)



MEMORANDUM

DATE: February 4, 2019

TO: Mark Perkins, City Administrator

FROM: Lori Obermoeller, Director of Finance

SUBJECT: Second Quarter FY 2019 Financial Analysis

Attached is the financial report for the General Fund, the Municipal Enterprise Fund, the Capital Fund, the Sewer Lateral Fund and the Public Safety Fund for the 2nd quarter of FY 2019. Some of the fluctuations in both revenues and expenditures worth discussion are as follows:

1. General Fund

a. Revenues

Overall, revenues for FY 2019 are \$279,430 more than revenues for the same time period in FY 2018. The increases are primarily in the areas of:

- Property Taxes are \$106,800 more than FY 2018, but that is more of a timing issue. Last year St. Louis County was slow on distributing funds
- Utility Revenues are \$21,370 more than FY 2018 due to an increase in municipal rates
- County Road & Bridge is up \$99,694 again due to timing. Last year St. Louis County was slow on distributing funds
- Municipal Court Revenues are \$94,574 more due to an increase in tickets issued and paid
- Interest Revenues are \$64,283 more due to an increase in interest rates and an increase in investment portfolio
- Other Revenues are \$51,233 more due to \$24,750 from the Sale of GMC dump truck, 2 Dodge Chargers and 1 Ford Explorer, as well as \$19,798 from the closure of the 401a Plan

However, below are some of the revenue sources that have decreased:

- Sales Tax – down \$72,864
- Licenses & Permits – Building permits are down \$113,650 but we had some really big permits (BJC Hospital) in FY2018

b. Expenditures

Expenditures for the General Fund are \$85,398 more than the same time period in FY 2018. However, due to payroll being paid in arrears, FY 2019 has 1 less payroll than the same time period as FY 2018.

- The financial software is the main reason for this overage. FY 2019 has \$84,130 for the software, where we did not have this expenditure in FY 2018.
- Refuse Collections increased 4% (\$29K more per year) on July 1, 2018, so Health and Environment is higher than FY 2018, but we anticipated and budgeted for this increase
- Park Maintenance is up due to equipment purchase in FY 2019 (8 picnic tables & benches and 2 ADA Drinking fountains), but this was budgeted for FY 2019

While overall revenues and expenditures are up for the FY 2019 General Fund, everything seems to be within the anticipated budgeted amounts. We budgeted a decrease of \$407,880 in revenues in the general fund from FY 2018 budget mainly due to an anticipated decrease in court fines and sales tax revenues. However, we also budgeted \$439,143 less in expenditures due to new software costs (approximately \$200K) being in FY 2018 and not FY 2019 General Fund. Expenditures are also down due to less staffing in the Finance and Public Works Departments. So overall, everything seems to be close to the budgeted amounts for FY 2019.

2. Municipal Enterprise Fund

a. Revenues

Overall, Revenues for the Enterprise Fund are \$42,570 less than what was received in FY 2018. Golf revenue was down \$12,140, where Ice revenues were down \$31,086. Almost half of the decrease in Ice revenue is a timing issue with the Hockey League Rental. The rest is due to a decrease in Ice Rental and many of the other ice related events such as Learn to Skate and Figure Skating. Part of the decrease is a timing issue, and the rest is due to the ice rink closure in late spring. We issued several \$25 credits to be used later, so many of those were applied in the 1st quarter.

b. Expenditures

Expenditures are \$15,364 more than last year. See below for a detailed description of the expenditure fluctuations:

- Golf/Pro-Shop Division – there was an overall increase of about \$11,905 due to an increase in operational expenditures such as water/sewer (we reallocated these expenditures in FY2019 to better reflect actual usage, resulting in higher charges to the golf course), horticultural supplies, small equipment, etc.
- Ice Arena - an overall increase of \$32,573 with part of it being an increase in operational expenditures such as utilities, gas/propane, chemicals, equipment maintenance, etc. There was also an increase in part-time staff and an increase of \$12,500 for Property Insurance due to the bill being paid in December where last year it was paid in January.
- Food Service – a decrease in food and beverage costs of about \$2,214

We budgeted an increase in revenues and a decrease in expenditures for the Enterprise Fund. With the exception of the Rockets payments not being received yet, the revenues are slightly less than anticipated, mainly due to the ice rink being closed for so long in late spring 2018. And while expenditures are slightly more than last year at this time, due to several small one-time capital purchases and the timing of the insurance payment, we are pretty much on track with the expenditure budget.

3. Capital Fund

a. Revenues

At this time, revenues for the Capital Fund are down \$50,851 from last year due to FY 2018 including grant reimbursement for Emerson Road and Warson Road. Sales tax revenue is flat.

b. Expenditures

Expenditures are \$853,968 less than last year at this time due to the Ladue Road Repair Project being a major factor in last year's expenditures. All current expenditures are within the budget.

The Capital Fund is within what was budgeted for FY 2019.

4. Sewer Lateral Fund

c. Revenues

Sewer Lateral Revenue is \$3,103 more than FY 2018. But that is due to St. Louis County being slow in disbursement last year.

d. Expenditures

Expenditures are \$10,863.92 less than last year.

Overall, the Sewer Lateral Fund was budgeted with a surplus of \$20,500. We are at a surplus of \$40,416 due to most of the revenue coming in during the 2nd quarter. Because expenditures are down, we are slightly better than anticipated for the year.

5. Public Safety Sales Tax Fund

e. Revenues

The Public Safety Sales Tax revenues are at \$490,300 for the 2nd Quarter of FY 2019, which is \$414,766 more than 2nd Quarter of FY 2018. We didn't start receiving this sales tax until December of last year which is why FY 2019 has more revenue. We budgeted \$500,000 in FY 2018 and received \$634,959, which represented 9 months. We budgeted \$850,000 in FY 2019 and looks like we might be close.

f. Expenditures

So far \$62,858.12 has been expensed for FY 2019 and nothing was expensed in FY 2018.

The Public Safety Sales Tax Fund started last fiscal year. So far very little has been used out of this fund. The fund balance as of 12/31/18 is \$1,060,101.

Also attached is the Investment report. You will notice that the 1st page is all General Fund money, where the 2nd page is for Capital and Escrow money. In regards to the General Fund investments, the 1st half of the page are investments in Agency Securities where the bottom half includes investments in CDs. You will also notice that with each section, it is sorted by Maturity Date with the earliest maturity being listed 1st. The last part of the 2nd page lists who we purchased the investments from and as you can see, most of them are purchased through Multi-Bank Securities (MBS) with the investment being held at Pershing; all of the others are purchased and held at the financial institution listed.

I would be pleased to respond to any questions.



City of Creve Coeur
Statement of Revenues and Expenditures
As of December 31, 2018
FY 2019

	Annual Budget	Adjusted Budget	YTD Actual	YTD With Encumb	2019 Actual As % of Adjusted Budget	2018 2nd Qtr Actual	2018 Actual As % of Budget
<u>General Fund Revenues:</u>							
Property Taxes	672,044	672,044	262,816		39.1%	156,016	28.3%
Sales Tax	5,096,789	5,096,789	2,133,437		41.9%	2,206,301	44.6%
Utility Taxes	5,834,943	5,834,943	3,045,554		52.2%	3,024,176	51.6%
Cig., Gas, Road & Auto Sales	1,684,950	1,684,950	755,470		44.8%	657,533	30.0%
Licenses and Permits	1,029,896	1,029,896	436,798		42.4%	519,515	53.1%
Charges for Municipal Services	99,900	99,900	33,538		33.6%	34,733	33.7%
Municipal Court	428,000	428,000	291,882		68.2%	197,308	32.9%
Interest Revenue	200,000	200,000	185,969		93.0%	121,686	57.9%
Other Revenues	457,776	551,153	225,562		40.9%	174,329	53.6%
Total Revenues	15,504,298	15,597,675	7,371,027		47.3%	7,091,597	45.0%
<u>General Fund Expenditures:</u>							
Legislative Services	254,991	257,991	120,376	123,376	46.7%	227,791	48.0%
Legal Services	278,083	278,083	69,395	69,395	25.0%	0	0.0%
Administrative Services	619,909	644,909	309,608	330,562	48.0%	325,429	50.6%
Information Systems	231,817	352,113	209,940	262,713	59.6%	94,623	21.9%
Finance Department	543,929	543,929	265,952	280,452	48.9%	313,577	54.7%
Municipal Court	261,598	261,598	133,573	149,906	51.1%	118,241	45.8%
InterDepartmental	526,369	526,369	311,112	312,810	59.1%	309,039	62.3%
Community Services	134,059	134,059	57,444	59,308	42.8%	49,952	42.2%
Maint. of Municipal Prop.	358,759	358,759	181,429	226,185	50.6%	168,225	47.3%
Police Department	7,355,427	7,363,359	3,782,849	4,281,242	51.4%	3,790,741	50.7%
Public Works - Admin.	521,580	521,580	291,183	298,936	55.8%	311,760	50.5%
Street Maintenance	1,602,632	1,642,331	729,852	901,505	44.4%	733,067	43.9%
Health and Environment	780,000	780,000	376,082	774,715	48.2%	365,510	47.2%
Park Maintenance	500,244	500,244	238,875	254,504	47.8%	226,783	43.9%
Community Development	1,472,719	1,558,164	809,581	811,181	52.0%	767,115	52.1%
Total Expenditures	15,442,116	15,723,488	7,887,250	9,136,789	50.2%	7,801,852	49.1%
Total Operating Surplus (-Deficit)	62,182	(125,813)	(516,223)			(710,255)	
Transfers To Other Funds	400,000	400,000	0			0	
Operating Revenues Over (under) Expenditures	(337,818)	(525,813)	(516,223)			(710,255)	



**City of Creve Coeur
Statement of Revenues and Expenditures
As of December 31, 2018
FY 2019**

	Annual Budget	Adjusted Budget	YTD Actual	YTD With Encumb	2019 Actual As % of Adjusted Budget	2018 2nd Qtr Actual	2018 Actual As % of Budget
<u>Municipal Enterprise Fund Revenues:</u>							
Golf Course	380,038	380,038	197,717		52.0%	209,857	55.9%
Food Service	59,600	59,600	32,175		54.0%	31,518	56.3%
Ice Arena	687,388	687,388	262,517		38.2%	293,603	46.9%
Capital Contribution	0	0	0		0.0%	0	0.0%
Total Revenue	1,127,026	1,127,026	492,408	0	43.7%	534,978	104.7%
<u>Municipal Enterprise Fund Expenditures:</u>							
Golf Course	528,994	528,994	265,762	268,003	50.2%	256,098	52.3%
Food Service	48,201	48,201	25,632	27,607	53.2%	27,846	67.9%
Ice Arena	524,895	524,895	241,474	266,132	46.0%	233,559	43.9%
Depreciation	0	0	0	0	0.0%	0	0.0%
Total Expenditures	1,102,090	1,102,090	532,867	561,741	48.4%	517,503	48.7%
Total Operating Surplus (-Deficit)	24,936	24,936	(40,459)			17,475	
Transfers to other Funds	0	0	0			0	
Operating Revenues Over (Under) Expenditures	24,936	24,936	(40,459)			17,475	



City of Creve Coeur
Statement of Revenues and Expenditures
As of December 31, 2018
FY2018

	Annual Budget	Adjusted Budget	YTD Actual	YTD With Encumb	2019 Actual As % of Adjusted Budget	2018 2nd Qtr Actual	2018 Actual As % of Budget
<u>Capital Improvement Fund Revenues:</u>							
Intergovernmental	2,046,955	2,046,955	1,048,301		51.2%	1,047,292	49.7%
Interest Revenue	3,800	3,800	0		0.0%	-10	-0.1%
Other Revenues	332,000	736,000	4,465		0.6%	56,336	6.0%
Total Revenues	2,382,755	2,786,755	1,052,766	0	37.8%	1,103,617	36.2%
<u>Capital Improvement Fund Expenditures:</u>							
Personnel	85,000	85,000	40,268	40,268	47.4%	0	0.0%
Building & Improvements	40,000	540,100	67,450	82,750	12.5%	0	0.0%
Park Development Projects	122,500	139,878	68,297	106,716	48.8%	434,711	50.2%
Storm water Projects	250,000	250,000	3,140	4,264	1.3%	141,936	42.9%
Street Overlay/Repair	2,289,508	2,987,875	1,464,040	1,825,940	49.0%	1,855,849	51.7%
Capital Equipment	440,372	440,372	4,833	351,401	1.1%	69,500	17.1%
Total Expenditures	3,227,380	4,443,225	1,648,028	2,411,340	37.1%	2,501,996	46.3%
Total Operating Surplus (-Deficit)	(844,625)	(1,656,470)	(595,262)			(1,398,378)	
Transfers in from General Fund	400,000	400,000	0			0	
Operating Revenues Over (Under) Expenditures	(444,625)	(1,256,470)	(595,262)			(1,398,378)	



**City of Creve Coeur
Statement of Revenues and Expenditures
As of December 31, 2018
FY2018**

	Annual Budget	Adjusted Budget	YTD Actual	YTD With Encumb	2019 Actual As % of Adjusted Budget	2018 2nd Qtr Actual	2018 Actual As % of Budget
<u>Sewer Lateral Fund</u>							
Intergovernmental	132,200	132,200	83,287	0	63.0%	80,184	60.7%
Total Revenues	132,200	132,200	83,287	0	63.0%	80,184	60.7%
<u>Sewer Lateral Fund Expenditures:</u>							
Technical & Personal Services	1,500	1,500	0	0	0.0%	0	0.0%
Sewer Lateral Reimbursements	110,000	110,000	42,871	42,871	39.0%	53,735	48.9%
Total Expenditures	111,500	111,500	42,871	42,871	38.4%	53,735	48.2%
Total Operating Surplus (-Deficit)	20,700	20,700	40,416			26,449	
Operating Revenues Over (Under) Expenditures	20,700	20,700	40,416			26,449	



	Annual Budget	Adjusted Budget	YTD Actual	YTD With Encumb	2019 Actual As % of Adjusted Budget	2018 2nd Qtr Actual	2018 Actual As % of Budget
<u>Public Safety Sales Tax Fund</u>							
Intergovernmental	850,000	850,000	490,300	0	57.7%	75,535	15.1%
Interest Revenue	1,000	1,000	0	0	0.0%	0	0.0%
Total Revenues	851,000	851,000	490,300	0	57.6%	75,535	15.1%
<u>Public Safety Sales Tax Fund</u>							
Operating Expenditures	57,008	57,008	15,647	20,399	27.4%	0	0.0%
Capital Expenditures	30,130	77,341	47,211	47,211	61.0%	0	0.0%
Total Expenditures	87,138	134,349	62,858	67,610	46.8%	0	0.0%
Total Operating Surplus (-Deficit)	763,862	716,651	427,442			75,535	
Transfers out to General Fund	139,202	139,202	0			0	
Operating Revenues Over (Under) Expenditures	624,660	577,449	427,442			75,535	

Investments - December 31, 2018

GENERAL FUND

Investment	CUSIP Tracking #	Instrument	Holder	Quantity	Premium / Discount	Principal	Market Value	YTM	Purchase Date	Maturity Date	Call Date	Years	Interest Earned
FMNA	3136G3YG4	Fed	MBS	150,000.00	(37.50)	149,962.50		1.000%	7/25/2016	4/25/2019		2.9	
FHLB Bond	313379EE5	Fed	MBS	400,000.00	3,320.00	403,320.00		1.625%	7/10/2015	6/14/2019	BULLET	3.11	
FHLB Bond	313383vn8	Fed	MBS	400,000.00	1,252.98	401,252.98		2.000%	9/12/2014	9/13/2019	BULLET	5.0	
FHLB Bond	3130A6NA1	Fed	MBS	400,000.00	(77.53)	399,922.47		1.400%	10/29/2015	10/29/2019	4/29/2016	4.0	
FHLB Bond	3130A17H5	Fed	MBS	400,000.00	9,260.00	409,260.00		2.000%	1/28/2016	3/4/2020	BULLET	4.1	
FFCB	3133EGBL8	Fed	MBS	400,000.00	(250.00)	399,750.00		1.370%	5/19/2016	5/19/2020	5/19/2017	4.0	
FHLB Bond	3130A87H0	Fed	MBS	400,000.00	(160.00)	399,840.00		1.400%	5/26/2016	5/26/2020	5/26/2017	4.0	
FFCB	3133EGFNO	Fed	MBS	400,000.00	1,528.00	401,528.00		1.400%	6/28/2016	6/15/2020	6/15/2017	3.11	
FHLB Bond	3130A8NS8	Fed	MBS	400,000.00	(700.00)	399,300.00		1.240%	7/28/2016	7/13/2020	1/17/2017	3.11	
FFCB	3133EGVK8	Fed	MBS	400,000.00	(280.00)	399,720.00		1.350%	9/21/2016	9/21/2020	9/21/2017	4.0	
FHLB Bond	3130A9WK3	Fed	MBS	400,000.00	-	400,000.00		1.400%	10/28/2016	10/28/2020	4/28/2017	4.0	
FHLB Bond	3130A86G3	Fed	MBS	250,000.00	477.50	250,477.50		1.600%	6/20/2016	11/25/2020		4.5	
		Subtotal		4,400,000.00	14,333.45	4,414,333.45							-
Allegiance Bank	1051695A0	CD	1sTEN	125,000.00		124,946.11		1.250%	7/14/2016	1/14/2019		2.6	128.68
Northfield Bank	66612AA93	CD	MBS	245,000.00	(342.01)	244,657.99		1.200%	6/29/2016	4/29/2019		2.10	
Bank of Leumi		CD	MOSIP	150,000.00		150,000.00		2.450%	5/4/2018	5/6/2019		1.0	
Bank of the West		CD	MOSIP	239,000.00		239,000.00		1.350%	5/9/2016	5/9/2019		3.0	
Wells Fargo	9497486F9	CD	MBS	245,000.00	-	245,000.00		1.250%	7/8/2016	7/1/2019		2.11	
BMW Bank of North America	05580ACD4	CD	MBS	245,000.00	-	245,000.00		1.950%	7/9/2015	7/17/2019		4.0	
Morgan Stanley	61747MXT3	CD	MBS	245,000.00	-	245,000.00		1.700%	8/3/2017	8/12/2019		2.0	
Capital One NA	14042E5R7	CD	MBS	245,000.00	-	245,000.00		2.100%	8/19/2015	8/19/2019		4.0	
Tustin Comm Bank	1052926A9	CD	1sTEN	243,902.45		246,107.59		2.50%	8/21/2018	8/22/2019		1.0	517.87
Morgan Stanley	61760A-KC-2	CD	MBS	245,000.00		245,000.00		2.600%	4/12/2018	4/13/2020		2.0	
American Express Centurion	02587DXU7	CD	MBS	245,000.00	-	245,000.00		2.000%	5/7/2015	5/7/2020		5.0	
Discover Bank	254672600	CD	MBS	245,000.00	-	245,000.00		1.900%	7/26/2017	7/27/2020		3.0	
Ally Bank Midvale	02006L4S9	CD	MBS	245,000.00	-	245,000.00		1.900%	8/3/2017	8/10/2020		3.0	
Commerical Banking Co	1051021A5	CD	1sTEN	250,000.00		238,996.99		2.850%	9/6/2018	8/18/2020		1.11	573.27
Royal Banks of Missouri	1052956A2	CD	1sTEN	250,000.00		237,942.51		2.950%	9/24/2018	9/24/2020		2.0	591.43
First Technology	33715LAW0	CD	MBS	150,000.00		150,000.00		2.000%	10/17/2017	10/30/2020		3.0	
Luana Savings Bank	1049673A0	CD	1sTEN	250,000.00		237,288.77		2.850%	9/12/2018	11/23/2020		2.2	569.43
State Bk India NY	856285-HL-8	CD	MBS	245,000.00		245,000.00		2.450%	2/14/2018	2/16/2021		3.0	
Marlin Business Bk	57116APP7	CD	MBS	245,000.00	-	245,000.00		1.900%	8/14/2017	2/23/2021		3.6	
MB FINL BK	55266C-YY-6	CD	MBS	245,000.00		245,000.00		2.600%	3/23/2018	3/23/2021		3.0	
Bristol Cnty Svgs BK	110001-AJ-3	CD	MBS	245,000.00		245,000.00		2.700%	4/18/2018	4/19/2021		3.0	
TowneBank	89214P-BL-2	CD	MBS	245,000.00		245,000.00		2.800%	4/30/2018	4/30/2021		3.0	
Horizon Bank Natl	44042WBZ9	CD	MBS	245,000.00		245,000.00		2.750%	5/4/2018	5/4/2021		3.0	
Medallion Bank	58404DCA7	CD	MBS	245,000.00		245,000.00		2.950%	6/4/2018	6/4/2021		3.0	
Mercantill Bank	58733AEX3	CD	MBS	245,000.00		245,000.00		3.000%	6/21/2018	6/21/2021		3.0	
Bar HBR Bank & trust	066851WF9	CD	MBS	245,000.00		245,000.00		3.000%	6/29/2018	6/29/2021		3.0	
Midwest Bankcenter	59828QBB3	CD	MBS	245,000.00		245,000.00		2.850%	9/12/2018	9/13/2021		3.0	
Bank Midwest	063615BK3	CD	MBS	245,000.00		245,000.00		2.900%	9/17/2018	9/15/2021		2.11	
US Alliance FCU	90352RAE5	CD	MBS	245,000.00		245,000.00		3.100%	9/27/2018	9/27/2021		3.0	
JPMorgan Chase Bank	48128FZJ4	CD	MBS	245,000.00		245,000.00		3.150%	10/19/2018	10/19/2021		3.0	
Mountain Amer Fed Cr Un	62384RAH9	CD	MBS	245,000.00		245,000.00		3.200%	10/31/2018	10/29/2021		2.11	
Synchrony Bank	87164YNU4	CD	MBS	245,000.00	-	245,000.00		1.700%	10/31/2016	10/31/2021		5.0	
Capital One Bank	1404206G0	CD	MBS	245,000.00		245,000.00		2.150%	11/13/2017	11/8/2021		3.11	
Michigan Legacy	59452WAA6	CD	MBS	245,000.00		245,000.00		3.200%	11/9/2018	11/9/2021		3.0	
Third Fed Svgs & LN	88413QBY3	CD	MBS	245,000.00		245,000.00		2.500%	1/30/2018	1/31/2022		4.0	
First Bank PR Santurce	33767A3U3	CD	MBS	245,000.00	-	245,000.00		2.250%	8/3/2017	8/11/2022		5.0	
Goldman Sachs Bk	38148PWT0	CD	MBS	245,000.00	-	245,000.00		2.650%	1/24/2018	1/24/2023		5.0	
UBS BK USA	90348JCR9	CD	MBS	245,000.00	-	245,000.00		3.150%	5/30/2018	5/30/2023		5.0	
		Subtotal		9,007,902.45	(342.01)	8,973,939.96							2,380.68

Investments - December 31, 2018													
GENERAL FUND													
Total General Fund				13,407,902.45		13,388,273.41							
CAPITAL IMPROVEMENT FUND													
Investment	CUSIP Tracking #	Instrument	Holder	Quantity	Premium / Discount	Principal	Market Value	YTM	Purchase Date	Maturity Date	Call Date	Years	Interest Earned
Citibank Natl Assn	17312Q-H7-7	CD	MBS	245,000.00		245,000.00		2.700%	3/29/2018	3/29/2021		3.0	
Stifel BK & TR	86063Q-AB-1	CD	MBS	245,000.00		245,000.00		2.700%	3/29/2018	3/29/2021		3.0	
Total Capital Improvement Fund				490,000.00		490,000.00							
ESCROW FUND													
Investment	CUSIP Tracking #	Instrument	Holder	Quantity	Premium / Discount	Principal	Market Value	YTM	Purchase Date	Maturity Date	Call Date	Years	Interest Earned
Safra Natl Bk	78658Q-2N2	CD	MBS	245,000.00		245,000.00		2.00%	2/28/2018	2/27/2019		0.11	
Security State Bank	1052762A6	CD	1st TEN	250,000.00		248,319.17		2.20%	4/25/2018	4/25/2019		1.0	457.07
Bank India New York	06279KKW5	CD	MBS	245,000.00		245,000.00		2.30%	5/21/2018	5/22/2019		1.0	
Bank Hapoalim	06251AU40	CD	MBS	245,000.00		245,000.00		2.35%	8/21/2018	8/27/2019		1.0	
Total Escrow Fund				985,000.00	-	983,319.17							
TOTAL INVESTMENTS FOR ALL FUNDS						14,861,592.58							
Total Investments by Holder			1st TEN			1,333,601.14							
			MBS			13,138,991.44							
			MOSIP			389,000.00							
			TOTAL INVESTMENTS			14,861,592.58							
			MBS UNVEST CASH			14,861,592.58							
Do not add interest to MBS principal amount but enter into interest earned column													
Add interest to interest earned column and to principal for 1st Tennessee Bank monthly													
Add interest to interest earned column and to maturing investments in principal column													

CITY OF CREVE COEUR



MEMORANDUM

Date: February 8, 2019
To: Finance Committee
From: Jason Valvero, Director of Recreation and Tim Brinks, Assistant Director of Recreation
CC: Lori Obermoeller, Director of Finance
Subject: Golf Cart Lease vs Purchase

The golf course has both owned and leased golf carts in the past, with opting for a lease program starting in 2013. Recently, staff went out for bid for a three-year lease to replace our current 32 golf cart fleet. Below is a price comparison of leasing the carts per year versus purchasing the fleet outright.

Manufacture	Lease Price Per Month	Per Year (6 payments)	Purchase Price Per Cart	Purchase Price of full fleet
E-Z-Go Golf Car TXT Golf Cart	\$5,024.00	\$30,144.00	\$4,700	\$150,400

Staff went to the 3-year lease option because the purchased carts started showing their age after the third year, as repair costs started rising, performance declined and the experience of our patrons was diminished. Staff was buying a small number carts almost every year to keep the fleet refreshed and keep carts operating efficiently. When the city owned the carts, all battery and normal wear and tear costs were at the city's expense, which kept building up. It seemed there were issues every year and as the fleet aged, staff could not keep up with the repairs.

Under the lease program, batteries are covered under the warranty and the vendor will maintain and fill the batteries on monthly basis under the new maintenance agreement. Typically, batteries last three to four years depending on maintenance. If the city owned the carts and had to replace the batteries, it would be approximately \$1,000 per cart. Staff budgets \$2,100 per year for maintenance fees, items include tires, rims and bag racks. This maintenance fee would most likely triple if the city owned the carts.

The current lease is coming to an end in April, as the carts typically start having problems within this time period. Each cart does hundreds of rounds a season, creating quite a bit of wear and tear on the cart. Also, under the lease program, we receive 32 new carts every 36 months. This option keeps the cart fleet looking fresh, as the customers like having newer carts and ones that run efficiently.

The golf course generates approximately \$85,000 in cart rental fees per year. The course almost generates the 3-year lease cost in the first year of fleet operation.

Communication: Golf Cart Lease vs. Purchase 2019 (New Business)

Meter: Natural Gas

Property: Creve Coeur Public Works Garage (ID 3761002)

Start Date	End Date	Usage	Cost
1/20/2016	2/16/2016	1554.99	\$1,086.10
2/17/2016	3/17/2016	640.32	\$612.86
3/18/2016	4/18/2016	367.2	\$399.01
4/19/2016	5/17/2016	23.4	\$66.69
5/18/2016	6/19/2016	21.44	\$66.49
6/20/2016	7/19/2016	7.15	\$58.91
7/20/2016	8/17/2016	11.29	\$61.28
8/18/2016	9/19/2016	4.12	\$57.12
9/20/2016	10/18/2016	33.99	\$74.41
10/19/2016	11/16/2016	203.5	\$247.75
11/17/2016	12/18/2016	1451.12	\$1,121.91
12/19/2016	1/18/2017	1697.73	\$1,264.45
		6016.25	\$5,116.98

Start Date	End Date	Usage	Cost
1/19/2017	2/16/2017	1135.57	\$940.45
2/17/2017	3/19/2017	982.3	\$852.27
3/20/2017	4/18/2017	369.5	\$438.45
4/19/2017	5/17/2017	115.47	\$134.02
5/18/2017	6/19/2017	20.52	\$71.30
6/20/2017	7/19/2017	10.22	\$64.61
7/20/2017	8/17/2017	5.12	\$60.79
8/18/2017	9/19/2017	4.08	\$60.04
9/20/2017	10/18/2017	131.84	\$155.69
10/19/2017	11/16/2017	168.76	\$243.17
11/17/2017	12/18/2017	655.56	\$656.01
12/19/2017	1/18/2018	2350.9	\$1,614.43
		5949.84	\$5,291.23

Start Date	End Date	Usage	Cost
1/19/2018	2/18/2018	1595.96	\$1,187.68
2/19/2018	3/19/2018	1313.28	\$1,027.85
3/20/2018	4/17/2018	1167.24	\$945.24
4/18/2018	5/17/2018	465.35	\$367.26
5/18/2018	6/18/2018	20.64	\$52.06
6/19/2018	7/16/2018	1.03	\$23.55
7/17/2018	8/19/2018	0	\$37.45
8/20/2018	9/19/2018	0	\$37.45
9/20/2018	10/17/2018	232.22	\$202.26
10/18/2018	11/18/2018	971.92	\$733.35
11/19/2018	12/18/2018	1291.17	\$957.49
12/19/2018	1/20/2019	1479.7	\$1,091.68
		8538.51	\$6,663.32

Meter: Electric Grid Meter

Property: Creve Coeur Public Works Garage

Start Date	End Date	Usage	Cost
1/28/2016	2/28/2016	11500	\$855.54
2/28/2016	3/29/2016	7590	\$649.88
3/29/2016	4/27/2016	5710	\$530.55
4/27/2016	5/26/2016	5470	\$559.73
5/26/2016	6/27/2016	7630	\$925.56
6/27/2016	7/28/2016	8050	\$975.32
7/28/2016	8/25/2016	6700	\$815.41
8/25/2016	9/26/2016	7350	\$619.59
9/26/2016	10/25/2016	5630	\$525.55
10/25/2016	11/27/2016	6480	\$573.52
11/27/2016	12/28/2016	9120	\$713.37
12/28/2016	1/29/2017	9410	\$731.30
		90640	\$8,475.32

Start Date	End Date	Usage	Cost
1/29/2017	2/27/2017	7350	\$621.60
2/27/2017	3/28/2017	5810	\$539.59
3/28/2017	4/26/2017	5830	\$557.68
4/26/2017	5/25/2017	6060	\$766.14
5/25/2017	6/26/2017	7310	\$919.43
6/26/2017	7/26/2017	8010	\$1,005.29
7/26/2017	8/24/2017	6790	\$855.68
8/24/2017	9/25/2017	7150	\$625.28
9/25/2017	10/24/2017	6300	\$579.92
10/24/2017	11/26/2017	6170	\$573.00
11/26/2017	12/27/2017	6610	\$596.46
12/27/2017	1/28/2018	8330	\$716.77
		81720	\$8,356.84

Start Date	End Date	Usage	Cost
1/28/2018	2/28/2018	7590	\$654.86
2/28/2018	3/27/2018	6640	\$620.79
3/27/2018	4/26/2018	5290	\$523.69
4/26/2018	5/28/2018	6130	\$802.86
5/28/2018	6/26/2018	6610	\$863.94
6/26/2018	7/26/2018	7640	\$994.98
7/26/2018	8/26/2018	6240	\$784.31
8/26/2018	9/25/2018	7540	\$705.72
9/25/2018	10/24/2018	5980	\$536.51
10/24/2018	11/26/2018	6330	\$560.02
11/26/2018	12/27/2018	5820	\$533.07
12/27/2018	1/28/2019	7800	\$606.44
		79610	\$8,187.18

Meter: Natural Gas

Property: Creve Coeur Government Center

Start Date	End Date	Usage	Cost
1/14/2016	2/11/2016	2294.79	\$1,468.87
2/12/2016	3/13/2016	1041.2	\$820.38
3/14/2016	4/13/2016	428.4	\$458.68
4/14/2016	5/12/2016	58	\$86.71
5/13/2016	6/13/2016	61.2	\$89.26
6/14/2016	7/13/2016	6.13	\$58.26
7/14/2016	8/11/2016	3.07	\$56.54
8/12/2016	9/14/2016	5.15	\$57.69
9/15/2016	10/13/2016	60.77	\$89.92
10/14/2016	11/10/2016	1095.98	\$811.07
11/11/2016	12/13/2016	894.07	\$5,457.58
12/13/2016	1/15/2017	12845	\$7,997.31
		18793.76	\$17,452.27

Start Date	End Date	Usage	Cost
1/16/2017	2/12/2017	8189.4	\$5,017.49
2/12/2017	3/13/2017	3502.9	\$2,586.29
3/14/2017	4/12/2017	2739.18	\$1,590.67
4/13/2017	5/10/2017	184.73	\$180.72
5/11/2017	6/13/2017	11.3	\$64.37
6/14/2017	7/13/2017	2.05	\$58.45
7/14/2017	8/13/2017	2.05	\$58.45
8/14/2017	9/13/2017	37.81	\$85.28
9/14/2017	10/12/2017	17.44	\$69.99
10/13/2017	11/12/2017	890.09	\$865.98
11/13/2017	12/12/2017	1509.64	\$1,147.58
12/13/2017	1/14/2018	3499.06	\$2,263.56
		20585.65	\$13,988.83

Start Date	End Date	Usage	Cost
1/15/2018	2/12/2018	2523.34	\$1,711.91
2/13/2018	3/13/2018	1533.67	\$1,152.56
3/14/2018	4/12/2018	1490.94	\$1,128.26
4/13/2018	5/13/2018	164.86	\$224.30
5/14/2018	6/13/2018	13.42	\$142.25
6/14/2018	7/15/2018	8.26	\$139.01
7/16/2018	8/13/2018	8.26	\$139.01
8/14/2018	9/13/2018	6.16	\$137.68
9/14/2018	10/11/2018	33.83	\$155.45
10/11/2018	11/18/2018	971.92	\$871.09
11/18/2018	12/12/2018	2325.13	\$1,616.32
12/12/2018	1/14/2019	2180.45	\$1,523.78
		11260.24	\$8,941.62

Bold Section- verified numbers correct as entered, high due to system issue that was later resolved

Meter: Electric Grid

Property: Creve Coeur Government Center

Start Date	End Date	Usage	Cost
1/29/2016	2/28/2016	76560	\$4,945.04
2/28/2016	3/29/2016	70560	\$4,043.98
3/29/2016	4/27/2016	65400	\$4,469.16
4/27/2016	5/26/2016	65280	\$7,019.55
5/26/2016	6/27/2016	84480	\$8,928.19
6/27/2016	7/27/2016	83280	\$8,773.85
7/27/2016	8/25/2016	84600	\$8,969.23
8/25/2016	9/26/2016	89520	\$5,790.19
9/26/2016	10/25/2016	65880	\$4,598.70
10/25/2016	11/27/2016	74400	\$4,897.66
11/27/2016	12/28/2016	80280	\$5,345.58
12/28/2016	1/29/2017	73680	\$5,063.24
		913920	\$72,844.37

Start Date	End Date	Usage	Cost
1/29/2017	2/27/2017	63000	\$4,499.13
2/27/2017	3/28/2017	60720	\$4,272.88
3/28/2017	4/26/2017	59880	\$4,311.68
4/26/2017	5/25/2017	63120	\$6,827.68
5/25/2017	6/26/2017	77280	\$8,417.54
6/26/2017	7/26/2017	81140	\$9,134.02
7/26/2017	8/24/2017	72240	\$8,181.71
8/24/2017	9/25/2017	75240	\$5,033.26
9/25/2017	10/24/2017	63960	\$4,428.49
10/24/2017	11/26/2017	71520	\$4,676.70
11/26/2017	12/27/2017	71640	\$4,757.13
12/27/2017	1/28/2018	77265	\$5,323.01
		837005	\$69,863.23

Start Date	End Date	Usage	Cost
1/28/2018	2/26/2018	71637	\$4,754.75
2/26/2018	3/27/2018	62160	\$4,409.61
3/27/2018	4/26/2018	58920	\$4,401.50
4/26/2018	5/28/2018	74040	\$8,075.54
5/28/2018	6/26/2018	76800	\$8,730.65
6/26/2018	7/26/2018	87840	\$9,669.73
7/26/2018	8/26/2018	79440	\$8,438.19
8/26/2018	9/25/2018	76800	\$4,499.20
9/25/2018	10/24/2018	63360	\$4,489.86
10/24/2018	11/26/2018	71760	\$4,758.93
11/26/2018	12/27/2018	71280	\$4,838.25
12/27/2018	1/28/2019	76320	\$4,696.63
		870357	\$71,762.84

Communication: Energy Star Report (New Business)



**City of Creve Coeur
Finance Committee
FY19 Meeting Schedule**

DATE	TOPIC
September 4, 2018	Review of 4 th Qtr Financials and Year-End,
October 9, 2018	Discussion of Cost Reductions
November 6, 2018	Review of 1st Quarter Financials,
February 12, 2019	Review of 2nd Quarter Financials, Policy Reviews
March 5, 2019	Review of Proposed 5-Year Capital Plan
March 19, 2019	Review of Proposed 5-Year Capital Plan
April 23, 2019	Review Proposed Budget Preview
May 7, 2019	Review of Proposed Budget, Review 3 rd Quarter Financials
June 4, 2019	Further Review of Proposed Budget

FINANCE COMMITTEE PRIORITIES

- As part of the budget review process, evaluate economic justification and risks of proposed single-project capital and operational expenditures in excess of \$100,000 or a combination of multiple similar projects or the aggregate value of multi-year projects over \$1 million.
- Review proposed financing, bond indebtedness, taxation and leases greater than \$10,000 prior to council action.
- Review project closeout reports for scope, schedule and cost variation.
- Periodically review and comment on the surplus funds investment policy and financial performance.
- Review opportunities for cooperative purchasing or contracting ventures with other municipalities.