



**Finance Committee
Committee Meeting Agenda
March 31, 2020
4:00 PM
Online Meeting**

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

Approval of February 4, 2020 Finance Committee Meeting Minutes

5. Reports

Chairperson

Audit Committee

Pension Board

Council Liaison

Staff

6. Unfinished Business

7. New Business

Review Proposed 5-Year Capital Improvement Plan

Review of Police Body Cameras

Discussion of Revenue and Expenditures

8. Other Business

FY 2020 Meeting Schedule

9. Public Comments

10. Adjourn

- 11. Due to extreme circumstances regarding the COVID-19 pandemic, this meeting will be held online only. Members of the public may access live audio and/or video at the following link: <https://zoom.us/j/594356826>**



**Finance Committee
Committee Meeting Minutes
February 4, 2020
4:00 PM
Administrative Conference Room**

1. Call to Order

2. Roll Call

Richard Kutta	Chair	
Ronald Abeles	Committee Member	(Absent)
Marjorie Richter	Committee Member	
Adam Shulenburg	Vice Chair	(Absent)
Phillip Hellwege	Committee Member	
Ted Armstrong	Committee Member	(Absent)
Wesley Perkins	Committee Member	
Lori Obermoeller	Director of Finance	
Ellen Lawrence	Council Liaison	
Jason Valvero	Director of Parks & Recreation	
Peter Kim	Finance Manager	
Tracy Brothers	Finance Clerk	
Mark Perkins	City Administrator	
Sharon Stott	Assistant City Administrator	
Joseph Martinich	Environmental Committee Chair	

3. Approval of Agenda

Motion to Approve Agenda

Committee agreed to move the Discussion of the Solar Panel to after the Approval of Minutes to accommodate Joe Martinich from the Energy and Environment Committee. Agenda was approved as amended.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Phillip Hellwege, Committee Member
SECONDER:	Marjorie Richter, Committee Member
AYES:	Kutta, Richter, Hellwege, Perkins
ABSENT:	Abeles, Shulenburg, Armstrong

4. Approval of Minutes

Approval of January 7, 2020 Finance Committee Meeting Minutes

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Marjorie Richter, Committee Member
SECONDER:	Phillip Hellwege, Committee Member
AYES:	Kutta, Richter, Hellwege, Perkins
ABSENT:	Abeles, Shulenburg, Armstrong

5. Reports



**Finance Committee
Committee Meeting Minutes
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Chairperson

Audit Committee

Ms. Richter stated a meeting will be scheduled to interview audit firms for the City's audit. The current contract is set to expire this year. The meeting is tentatively set for March 9, 2020 at 4:00 pm. Proposals are due February 28, 2020 which will give the City ample time to pick the top three and the audit committee to interview them.

Pension Board

Meeting is being held directly after the Finance Committee's meeting starting at 5:30 pm.

Council Liaison

Ms. Lawrence stated she discussed the \$200.00 fee for employee spouses that wanted to be covered by the City's health insurance rather than their employers. The Council felt that was unfair to the employees and the fee was too high. The committee felt they should make a presentation to the Council with back up showing the savings to the City and why they are suggesting this fee.

Staff

Ms. Obermoeller reminded the Committee that on February 24, 2020 at 7:00 pm there is a joint work session with the City Council scheduled and dinner will be provided. This meeting is to discuss future budget items and this meeting would be a good opportunity to bring up the health insurance premiums, revenue items, and other budget items. Mr. Perkins stated this is a budget preview and Ms. Obermoeller will be reviewing the budget projections and where the City stands with the Council.

6. Unfinished Business

Follow Up Outstanding Task Force Items

The Committee discussed the outstanding items identified by the Task Force that need to be addressed in the upcoming budget. The Committee discussed the line item for overtime and is deferring this for a later date. Discussion was held on the cell phone line item. The Committee decided the savings for paying a stipend versus providing city phones was not significant enough to change. Another line item discussed was charging for snow plowing private streets. The Committee decided to remove item from the outstanding items list. Another line item was the insurance for retirees and current employees. The Committee is currently addressing this line item.

7. New Business

Discussion of Solar Panel

The Committee discussed the option of keeping the solar panels or returning them. Ms. Obermoeller and Mr. Valvero stated that there is no cost to the City that at the end of the lease the City can have the Solar Panels. Mr. Martinich stated that this company works mostly with not for profit entities and at the end of the agreement gives or donates the solar panels to them. Mr. Kutta submitted a spreadsheet outlining the savings and cost to maintain the panels over the next twenty years. The Committee discussed the pros and cons of keeping the solar panels. Mr. Martinich stated he keeps a daily log of the savings for his solar panels. He recommended that if the City takes off the panel that

Minutes Acceptance: Minutes of Feb 4, 2020 4:00 PM (Approval of Minutes)



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Mr. Valvero gain access to this information.

Mr. Hellwege motioned the Committee recommend to City Council based upon the Committee's analysis that the City approve taking over the solar panels as a gift. Ms. Richter seconded the motion with all present voting aye.

Finance Committee's Recommendation on Health Insurance

The Committee agreed to put together a memo to the City Council on their recommendations concerning the health insurance.

Discussion of Park Sales Tax

The Committee discussed the Park Sales tax and how the revenue from the tax would be allocated. A policy would be set by Council to outline the distribution of the tax. Mr. Valvero responded to the question asked about recommending the half cent parks sales tax to Council. He stated the Parks and Historic Preservation Committee was not ready to recommend the sales tax that they would like to explore all other options first. There was some recommendation for funding sources through the Parks Master Plan but it's not a lot of money. Mr. Valvero stated members on the Parks and Historic Preservation Committee recommended a fund raiser to raise money for the City Park's needs.

The Committee discussed the time line to have the recommendation to the Council and having the Park Sales tax on the ballot by the November election.

2nd Quarter Financial Statement

8. Other Business

FY20 Meeting Schedule

9. Public Comments

10. Adjourn

Motion to Adjourn Meeting

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Phillip Hellwege, Committee Member
SECONDER:	Marjorie Richter, Committee Member
AYES:	Kutta, Richter, Hellwege, Perkins
ABSENT:	Abeles, Shulenburg, Armstrong

Minutes Acceptance: Minutes of Feb 4, 2020 4:00 PM (Approval of Minutes)



City of Creve Coeur

To: Mayor and City Council

Date: February 21, 2020

Re: Proposed FY2021-FY2025 Capital Improvement Program

I am pleased to present the proposed Capital Improvement Program (CIP) for the five-year period beginning July 1, 2020. 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.

This proposed plan will be submitted to the Planning & 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. A public hearing before the City Council to discuss the CIP is scheduled for Monday, April 13. Suggestions from the public, City staff, and the City's boards, commissions, and committees have been considered as part of the CIP update.

CAPITAL FUND

Capital Fund Revenues

The ½-cent capital improvement sales tax is the primary funding source for the CIP. Capital improvement sales tax revenues are projected to be \$2,169,930 at the end of the current fiscal year (i.e. FY2020), which represents a 0.1% increase over the \$2,167,326 that the City received in FY2018. Sales tax revenues are projected to remain at the FY2020 level throughout the five-year plan, which is consistent with a decade-long trend of typically flat sales tax revenues.

A 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 tax revenues.

The City has been successful in obtaining grant funding for several projects to improve streets, sidewalks, and public facilities, as detailed on Exhibit A. City staff anticipates that we will continue to obtain grant funding over the next five years to supplement the proposed plan, although grants are competitive and continued success cannot be guaranteed.

Capital Fund Expenditures

Capital outlay for the next five years ranges from approximately \$2.64 million to \$4.78 million annually. These figures will likely increase as federal transportation funds and local municipal park grant funds are secured for certain projects.

Brief status updates for FY2020 CIP projects and highlights of the proposed projects in FY2021 through FY2025 projects are included below. These project highlights are arranged to be consistent with their order in the five-year CIP spreadsheet in Exhibit A and the project narrative descriptions in Exhibit B. Details about projects that ended in FY2019 have not been included.

GOVERNMENT FACILITIES

CAPITAL FUND

1. Americans with Disabilities Act (ADA) Improvements / Community Development Block Grant (CDBG)

FY2020: \$20,000. FY2021 – FY2025: \$20,000 annually

The City receives \$20,000 in Community Development Block Grant funding each year. FY2020 funds have been dedicated for accessibility improvements to the pedestrian signals at the intersection of New Ballas Road and Magna Carta Drive. FY2021 funds will be used to assist with improvements to the parking lot at Malcolm Terrace Park. 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: \$250,000. Future: \$0

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. A concept plan and design will be developed in FY2021, the cost of which will be offset by a General Fund transfer into the Capital Fund. At least some of the costs associated with the accessibility and safety improvements to the Government Center will be paid from the Police Building Project Bond Fund as outlined in Proposition P.

3. Government Center Gym HVAC Replacement

FY2020: \$36,030.

The HVAC unit that serves the gymnasium at the Creve Coeur Government Center unexpectedly failed in early FY2020 and required immediate replacement.

4. Court Office Renovation

FY2020: \$30,000.

The current court offices will be renovated to improve the space and to possibly accommodate additional staff if the City begins joint operations with other area communities and hosts the joint effort at the Government Center.

PARKS AND RECREATIONAL FACILITIES

CAPITAL FUND

Park Improvements Grant Match

No funding specified in the 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 in odd-numbered fiscal years. The proposed CIP includes specific project descriptions for FY2021 (Millennium Park Playground), FY2023 (Ice Arena Refrigerant Switchover) and FY2025 (Tennis Court Replacement), with highlights of each below.

Note: Project numbers correspond to the project numbers on the five-year CIP spreadsheet and narrative report. Projects that ended in FY2019 are not listed in this summary, meaning that some numbers may appear to be missing from this summary.

3. Parks Master Plan

FY2019: \$48,000. FY2020: \$2,000.

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.

4. Ice Arena Improvements

FY2019: \$267,254. FY2020: \$111,237

The City was awarded a Municipal Park Grant to make several 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 front door for the building, a new boiler, and three new water heaters. The grant reimbursement is expected to be approximately \$347,841, about 92% of the total project cost.

5. Creve-Coeur-Frontenac Missouri Pacific Trail Study

FY2020: \$0.

The intent of this project was to create a concept-level plan to study the feasibility of a walking trail along the former Missouri Pacific Railroad corridor between Malcolm Terrace Park and Villa Coublay Drive. This project was postponed due to lack of support from the City of Frontenac for the possible connection to a new park there.

6. Tennis Court Repairs

FY2020: \$0.

The intent of this project was to repair and repaint the tennis courts at Conway Park. This project was postponed due to ongoing discussions about how these courts will be used in the future and how that will coordinate with the Parks Master Plan.

7. Millennium Park Trail Study

FY2020: \$9,135.

This project involved a feasibility study and concept-level plans for a new path at Millennium Park and several possible connections to the park from adjacent neighborhoods. These projects will be added to the list of possible future parks improvement projects.

8. Golf Course Pond Fountain

FY2020: \$25,000.

This project will replace the fountain and its power supply at the southern pond near the hole #5 green at the Creve Coeur Golf Course. An aerator will also be added to help keep the pond healthy and clear.

9. Historic Building Renovation and Preservation

FY2019: \$9,973. FY2020: \$35,000.

Drainage improvements and building repairs are planned for and around the Lake School House in the spring of 2020. These repairs were recommended by the building assessment report from FY2019.

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10. 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.

11. Playground Safety Surface Replacement

Prior years: \$86,508. 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. Additional emergency repairs will be completed at Millennium Park in FY2020 in order to keep both of the playgrounds open. The surface at Venable Memorial Park is planned for replacement in FY2024.

12. Dielmann Recreation Complex Parking Lot Lighting

FY2020: \$10,000. FY2021: \$30,000.

This project involves the replacement of 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. The new lighting will be energy-efficient LED lights.

13. 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.

14. Millennium Park Playground Replacement (Grant Match)

FY2021: \$30,500.

Both of the primary playgrounds at Millennium Park have deteriorating safety surfaces, and the equipment for the larger playground is becoming obsolete. This project would replace both playgrounds and their associated safety surfaces. The amount shown for FY2021 represents the City's anticipated 6% share of a Municipal Park Grant for the project. The total project cost would be approximately \$500,000.

15. Ice Arena Refrigerant Switch-Over (Design and Grant Match)

FY2021: \$15,000. FY2023: \$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. A preliminary design is planned for FY2021 to prepare the City for an application for a Municipal Park Grant is anticipated in FY2023.

16. Malcolm Terrace Park Trail Improvements (CDBG Grant)

FY2021: \$75,000.

This project involves repairing and resurfacing two asphalt trails and the parking lot at Malcolm Terrace Park. The cost of this project is offset by \$20,000 in Community Development Block Grant funding.

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17. 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.

18. 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 the 2003 building renovation. The existing floor is worn out and needs to be replaced before it becomes a tripping hazard.

19. Venable Memorial Park Improvements (Grant Match)

FY2023: \$150,000.

Several of the existing facilities at Venable Memorial Park are ageing and need updates or replacement. These include the pavilion, walking paths, restrooms, and tennis court. The City plans to apply for a Land and Water Conservation Fund (LWCF) grant to assist with the cost of some of these improvements. The amount shown is the City's 50% match for what is expected to be an application for a \$300,000 project.

20. Tennis Court Replacement Project (Grant Match)

FY2023: \$30,000.

The tennis courts at Venable Memorial 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 either replace the courts at both parks or remove and expand the courts at Lake School Park, as was suggested by the Parks Master Plan. The amount shown represents the City's anticipated share of a Municipal Park Grant for the project.

STORMWATER

CAPITAL FUND

2. Middlebrook Drive Stormwater Improvements

Prior Years: \$42,075. FY2020: \$50,000. FY2021: \$200,000.

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 FY2020 and to extend into FY2021. The project had been identified as a high priority by the Stormwater Committee, and Missouri American Water encouraged the project due to concerns that the site instability could damage the water main on Middlebrook Drive.

3. Balcon Estates Culvert Improvements

FY2020: \$10,000.

MSD replaced a collapsed stormwater inlet on Balcon Estates Court that the City had begun to review for a possible stormwater project.

4. Ballas Culvert Erosion Rehabilitation

FY2021: \$50,000.

Funding is recommended in FY2021 to design repairs for erosion at the downstream end of a box culvert beneath New Ballas Road south of Tarrytown Drive. Repairs are recommended before the issue threatens

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the integrity of the culvert. This project has been identified as a high priority by the Stormwater Committee.

STREETS AND SIDEWALKS

CAPITAL FUND

The types of several federal and state roadway grants are abbreviated due to the length of their names. These include the federal Surface Transportation Program (STP) grant, the federal Transportation Alternatives Program (TAP) grant, the Community Development Block Grant (CDBG), the State of Missouri's Cost Share Program (State Cost Share), and the Governor's Transportation Cost-Share Program (Governor's Program).

1. Street and Sidewalk Maintenance Program

FY2020: \$1,456,500. FY2021: \$1,313,300.

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/Rehabilitation

FY2020: \$483,993. FY2021: \$300,000. FY2023 – FY2025: \$300,000/year.

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 FY2021, this program will complete the roadway rehabilitation in the Ladue Estates subdivision that began in FY2018. The FY2022 budget has been reduced to zero in order to compensate for the work planned for Mosley Road that year.

5. Warson Road Improvements (Federal STP grant)

Prior Years: \$651,662. FY2020: \$21,959.

This project involved pavement resurfacing and sidewalk replacement along Warson Road between Olive Boulevard and Countryside Place. The City received a federal STP grant of \$428,800 for the project.

6. Fernview Sidewalk Concept Plan

FY2020: \$28,642

This study reviewed the feasibility and cost of adding a sidewalk to Fernview Drive between Olive Boulevard and Gallagher Road. Sidewalks were not included as part of the Fernview Drive Resurfacing Project.

7. Pavement Conditions Ratings Update

FY2021: \$45,000.

The City uses pavement management software to evaluate pavement conditions that assist with planning for future repairs. City staff typically update the pavement condition ratings for 25% of the City each year. This review will be for the entire City and will be completed by a consultant to verify that the City's ratings remain accurate.

8. New Ballas Median Plantings

FY2021: \$20,000.

This project involves new trees, median end treatments, and plantings in the centerline median along North New Ballas Road near the Creve Coeur Government Center. This island is currently lined with ash trees that need to be removed due to the emerald ash borer infestation. The Horticulture, Ecology, and Beautification Committee has reviewed the planting plan and has recommended this project.

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9. Signal Enhancement Projects

Prior Years: \$95,792. FY2020: \$98,136. FY2021: \$240,000.

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, FY2020, and FY2021. Nearly all of the signalized intersections in Creve Coeur along Olive and Lindbergh will have illuminated street name signs following the FY2021 project.

10. Emerson Road Improvement Project (Federal STP grant)

Prior Years: \$55,016. FY2020: \$34,752. FY2021: \$605,000.

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 to begin in the winter of 2020 and extend through the spring of 2021 (FY2021). The City received a federal grant that will reimburse up to \$444,000 (73%) of construction costs.

11. Fernview Drive Resurfacing (Federal STP grant)

Prior Years: \$27,953. FY2020: \$28,471. 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 the summer of 2020 (FY2021).

12. Mosley Road Improvement Project (federal STP grant)

Prior Years: \$33,689. FY2020: \$100,000. FY2021: \$236,907. FY2022: \$1,310,000.

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.

13. New Ballas Road Improvement Project – Phase 1 (Federal STP grant)

FY2021: \$150,000. FY2022: \$180,000. FY2023: \$1,020,000.

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. Design is scheduled for FY2021, right of way and easement acquisition will be in FY2022, and construction will be in FY2023. The City has been awarded a federal STP grant of \$960,000 to assist with the cost of this project.

14. Lindbergh – Old Olive Intersection Reconstruction (State Cost Share; STP Grant Match)

Prior Years: \$30,306. FY2020: \$13,100. FY2021: \$190,000. FY2022: \$25,000. FY2023: \$90,160. FY2024: \$1,106,140.

This project involves the reconstruction and reorientation of the intersection of Old Olive Street Road at Lindbergh Boulevard to include a traffic signal and a designated crossing for a bicycle and pedestrian trail. The total cost of this project is estimated to be approximately \$2,600,000. The City has been awarded approximately \$1 million in State Cost Share funding, and the City has applied for another \$1.1 million in federal STP funding. The amounts shown are the City's share following a successful STP grant applications. Construction is expected in FY2024.

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15. Olive-Lindbergh Interchange Enhancements

FY2020: \$290,000. FY2022: \$30,000.

The City has partnered with the St. Louis Economic Development Partnership and the Missouri Department of Transportation to add decorative elements to the traffic signals and bridge as part of the 2020 project to partially reconstruct the Olive-Lindbergh interchange. Funds are identified in FY2022 for a landscaping design for this interchange following the completion of the roadway project.

16. Craig Road Improvements (Design and Grant Match)

FY2019: \$5,970. FY2020: \$33,830. FY2023: \$100,000. FY2024: \$10,000. FY2025: \$250,000.

A traffic study and concept plan were completed in FY2020 to prepare for an FY2021 federal STP grant application for intersection, pavement, and sidewalk improvements to Craig Road from Olde Cabin Road to Olive Boulevard. The funding included in FY2023-FY2025 represents the City's anticipated share of a grant-funded roadway improvement project. The total cost of the project is estimated to be \$1,400,000.

17. New Ballas Sidewalk Extension (Design and Grant Match)

FY2023: \$50,000. FY2024: \$50,000.

This project involves adding a sidewalk along the west side of New Ballas Road between Magna Carta Drive and Rocky Drive to fill in one of the only remaining sidewalk gaps along New Ballas Road. The City plans to apply for a federal TAP grant to assist with the construction cost. The costs shown represent the estimated design fee and City match for the cost to construct the project. The design and construction years are estimated.

18. New Ballas Road Improvements – Phase 2 (Design and Grant Match).

FY2024: \$100,000. FY2025: \$25,000. Future: \$300,000.

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 and 20% grant match for the right-of-way and construction phases of the project. The total cost of this project is estimated to be \$1,700,000.

19. New Ballas Road Improvements – Phase 3 (Design and Grant Match).

FY2024: \$100,000. Future: \$250,000.

This project would involve roadway, sidewalk, and signal improvements along North New Ballas Road, generally from Ladue Road to Magna Carta Drive. The cost shown represents the estimated design fee and 20% grant match for the right-of-way and construction phases of the project. The total cost of this project is estimated to be \$1,350,000.

CAPITAL EQUIPMENT

CAPITAL FUND

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

FY2020: \$155,884. FY2021: \$355,300. FY2022-FY2025: \$322,275 annual average.

Two one-ton trucks were purchased in FY2020. Recommended purchases for FY2021 include a two-ton dump truck, two leaf vacuums, a crackseal machine, and a limb chipper. A continuous vehicle-replacement schedule is recommended to prevent reliance on obsolete equipment, high maintenance costs, and increased equipment down-time.

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2. Golf Course Sprayer Replacement

FY2020: \$31,751. FY2022: \$20,000. FY2023: \$35,000. FY2024: \$20,000. FY2025: \$40,000.

A new work vehicle and spray system were purchased in FY2020. Several work vehicles are recommended in the five-year plan to replace equipment that will be 15-29 years old when replaced. These vehicles are necessary for the efficient upkeep of the Creve Coeur Golf Course.

3. Police Department Fitness Equipment

Prior Years: \$17,500. FY2020: \$17,500.

The City received a donation of \$35,000 to pay for new fitness equipment for the Creve Coeur Police Department.

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.

7. Olive Median Street Light Stock

FY2021: \$50,000

The City plans to purchase several decorative street lights to keep in stock so that replacement lights are more readily available if any are struck by a vehicle on Olive Boulevard. Light replacement can currently take months. Insurance proceeds will reimburse the City for the replacement lights.

8. Public Works Facility Gasoline System Replacement

FY2021: \$35,000

The existing gas pumps and fuel-management system are out of date and have begun to require annual maintenance in order to meet the minimum standards to own and operate the fueling station. A new system is recommended to increase efficiency and reliability.

ADMINISTRATION

CAPITAL FUND

Project Management

FY2021: \$96,475. FY2022-FY2025: \$109,931 annual average.

This item includes the costs associated with the salary and benefits for a full-time employee to help 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 DISCUSSION

An updated list of Future Projects is attached as Exhibit E.

The City has many maintenance needs, improvements, and desired facilities that are anticipated for years beyond the five-year projections or for which there is currently not sufficient funding in the capital fund. In addition, several plans have been developed to outline long-term goals for parks and roadways. Staff will present a detailed account of the future projects at the City Council work session on March 9.

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BUILDING PROJECT BOND FUND (PROPOSITION 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. The bonds were publically sold and the revenue was received by the City in FY2017.

Building Project Fund Expenses

The Building Project Bond Fund includes one funding category. Most of the costs listed in this fund were associated with the new Police Department building and site work and are expected to be complete by the end of FY2020.

BUILDING DESIGN AND CONSTRUCTION

BUILDING PROJECT BOND FUND

1. Police Building Professional Services

Prior Years: \$1,305,104. FY2020: \$250,000.

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 extended through FY2020.

2. Police Building Site Work and Building Construction

Prior Years: \$6,675,712. FY2020: \$1,500,000.

This phase of the project includes the site work, building construction, finishes, and furnishing of the new building for the Police Department. Construction began in FY2018, and the Police Department is currently occupying the building. Some work remains to be completed, and this is expected to be finished by the end of FY2020.

3. Government Center Accessibility and Security Improvements

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.

4. Government Center Electrical Switchgear Replacement

FY2020: \$9,000. FY2021: \$150,000.

This project involves the replacement of the electrical switchgear that serves the Creve Coeur Government Center. The existing equipment is outdated and is recommended for replacement.

Note: Project numbers correspond to the project numbers on the five-year CIP spreadsheet and narrative report. Projects that ended in FY2019 are not listed in this summary, meaning that some numbers may appear to be missing from this summary.

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 \$4.52 million for the five-year period of FY2021-FY2025.

Debt Service Expenses

The debt service expenses associated with the Building Project Bond 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 \$3.59 million for FY2021-FY2025.

CITIZEN COMMENTS AND STAFF RESPONSES

Several comments and suggestions for the CIP were submitted for consideration. These comments and the staff responses are included in the attached Exhibit C.

ATTACHMENTS

- Capital Improvement Plan Schedule
- Exhibit A – CIP FY2021-FY2025 Spreadsheet (Capital Fund & Building Project Fund)
- Exhibit B – CIP FY2021-FY2025 Summary Report and Project Descriptions (Capital & Building Funds)
- Exhibit C – Citizen Recommendations for the CIP
- Exhibit D – CIP FY2016-FY2025 Ten-Year Overview Spreadsheet
- Exhibit E – 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.

City Staff and I look forward to reviewing the proposed FY 21-25 Capital Improvement Program during our upcoming City Council Work Sessions.

Sincerely,

Mark Perkins
City Administrator

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

Note: Project numbers correspond to the project numbers on the five-year CIP spreadsheet and narrative report. Projects that ended in FY2019 are not listed in this summary, meaning that some numbers may appear to be missing from this summary.

Schedule for Annual Capital Improvement Program Update Fiscal Years 2021-2025

December 9, 2019 – January 31, 2020	CIP public comment period: City staff solicits input from residents, City committees, staff, and other stakeholders
January 7, 2020	CIP discussion at monthly Department Head meeting
January 31, 2020	Deadline for staff to submit all new and updated CIP project sheets
February 10, 2020	Staff meeting to review the draft CIP.
February 18, 2020	Staff meeting to review final draft of CIP prior to submission to City Council and others.
February 24, 2020	City Administrator submits the draft CIP to City Council, Planning & Zoning Commission, and Finance Committee
March 9, 2020	City Council Work Session #1 – CIP Overview Joint work session with Finance Committee
March 16, 2020	Introduction of CIP to the Planning & Zoning Commission
March 17, 2020	Review of CIP with the Finance Committee
March 23, 2020	City Council Work Session #2 Review Roadway and Sidewalk Programs Review Capital Equipment
April 6, 2020	Follow-up Meeting with Planning & Zoning Commission
April 13, 2020	Public Hearing before City Council Possible approval of the CIP by City Council

Schedule revised January 6, 2020.

EXHIBIT A
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY2021 - FY2025

CAPITAL FUND

9501 GOVERNMENT FACILITIES	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
01 Accessibility Improvements (CDBG)	20,000	23,850	20,000	20,000	-	20,000	20,000	20,000	20,000
02 Government Center Renovations (Design)	-	-	-	-	250,000	-	-	-	-
03 Police Firing Range Improvements	57,000	57,000	-	-	-	-	-	-	-
04 Government Center Gym HVAC Replacement	-	-	-	36,030	-	-	-	-	-
05 Court Office Renovation				30,000	-	-	-	-	-
Subtotal (Government Facilities) % of Total Capital Fund Outlay	77,000 2%	80,850 3%	20,000 1%	86,030 3%	250,000 5%	20,000 1%	20,000 1%	20,000 1%	20,000 1%

9506 PARKS AND RECREATIONAL FACILITIES	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
01 Golf Course Irrigation Replacement (Design and Grant Match)	22,500	-	-	-	-	-	-	-	-
02 Park Bridge Replacement	30,000	6,988	-	-	-	-	-	-	-
03 Parks Master Plan	50,000	48,000	-	2,000	-	-	-	-	-
04 Ice Arena Improvements (Municipal Park Grant)	20,000	267,254	-	111,237	-	-	-	-	-
05 Creve-Coeur-Frontenac Missouri Pacific Trail Study	-	-	30,000	-	-	-	-	-	-
06 Tennis Court Repairs	-	35,635	35,000	-	-	-	-	-	-
07 Millennium Park Trail Study	-	-	20,000	9,135	-	-	-	-	-
08 Golf Course Pond Fountain	-	-	25,000	25,000	-	-	-	-	-
09 Historic Building Rehabilitation and Preservation	-	9,973	35,000	35,000	-	-	-	-	-
10 Ice Arena Compressor Replacement	-	-	30,000	24,059	-	-	-	-	-
11 Playground Safety Surface Replacement	-	-	-	30,000	-	-	-	100,000	-
12 Dielmann Recreation Complex Parking Lot Lighting	-	-	20,000	10,000	30,000	-	-	-	-
13 Dielmann Recreation Complex HVAC Replacement - Phase 2	-	-	-	-	110,000	-	-	-	-
14 Millennium Park Playground Replacement (Grant Match)	-	-	-	-	30,500	-	-	-	-
15 Ice Arena Refrigerant Switch Over (Design and Grant Match)	-	-	-	-	15,000	-	75,000	-	-
16 Malcolm Terrace Park Trail Improvements (CDBG Grant)	-	-	-	-	75,000	-	-	-	-
17 City Entrance & Park Identification Signage Master Plan	20,000	-	-	-	-	20,000	-	-	-
18 Ice Arena Floor Replacement	-	-	-	-	-	-	200,000	-	-
19 Venable Memorial Park Improvements (Grant Match)	-	-	-	-	-	-	150,000	-	-
20 Tennis Court Replacement Project (Grant Match)	-	-	-	-	-	-	-	-	30,500
Subtotal (Parks and Recreational Facilities) % of Total Capital Fund Outlay	142,500 4%	367,850 13%	195,000 6%	246,431 8%	260,500 5%	20,000 1%	425,000 11%	100,000 3%	30,500 1%

9509 STORMWATER	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
01 Stormwater Improvements Per Master Plan	-	-	-	-	-	-	-	-	-
02 Middlebrook Drive Culvert Rehabilitation	250,000	3,174	250,000	50,000	200,000	-	-	-	-
03 Balcon Estates Culvert Improvements	-	-	18,250	10,000	-	-	-	-	-
04 Ballas Culvert Erosion Rehabilitation (Design)	-	-	-	-	50,000	-	-	-	-
Subtotal (Stormwater) % of Total Capital Fund Outlay	250,000 8%	3,174 0%	268,250 9%	60,000 2%	250,000 5%	- 0%	- 0%	- 0%	- 0%

Communication: Review Proposed 5-Year Capital Improvement Plan (New Business)

EXHIBIT A
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY2021 - FY2025

CAPITAL FUND

9510 STREETS AND SIDEWALKS	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
01 Street and Sidewalk Maintenance Program	1,250,000	1,185,389	1,331,250	1,456,500	1,313,300	1,346,100	1,379,800	1,414,300	1,449,700
02 Street Reconstruction/Rehabilitation	300,000	141,605	365,000	483,993	300,000	-	300,000	300,000	300,000
03 North New Ballas Sidewalk Phase 2A (TAP Grant)	285,000	157,559	-	-	-	-	-	-	-
04 Coeur De Ville Drive Improvements (STP Grant)	80,000	68,496	-	-	-	-	-	-	-
05 Warson Road Improvement Project (STP Grant)	-	337,387	-	21,959	-	-	-	-	-
06 Fernview Sidewalk Concept Plan			35,000	28,642	-	-	-	-	-
07 Pavement Condition Ratings Update	-	-	-	-	45,000	-	-	-	-
08 New Ballas Median Plantings	-	-	-	-	20,000	-	-	-	-
09 Signal Enhancement Projects	100,000	2,200	-	98,136	240,000	-	-	-	-
10 Emerson Road Improvement Project (STP Grant)	34,508	44,227	603,000	34,752	605,000	-	-	-	-
11 Fernview Drive Resurfacing (STP Grant)	50,000	27,953	-	28,471	336,000	-	-	-	-
12 Mosley Road Improvement Project (STP Grant)	150,000	33,689	20,000	100,000	236,907	1,310,000	-	-	-
13 New Ballas Road Improvements - Phase 1 (STP Grant)	-	-	-	-	150,000	180,000	1,020,000	-	-
14 Lindbergh-Old Olive Intersection (State Cost-Share; STP Grant Match)	-	30,306	-	13,100	190,000	25,000	90,160	1,106,140	-
15 Olive-Lindbergh Interchange Enhancements	-	-	70,000	290,000	-	30,000	-	-	-
16 Craig Road Improvements (Design & Grant Match)	40,000	5,970	-	33,830	-	-	100,000	10,000	250,000
17 New Ballas Sidewalk Extension (Design & Grant Match)	-	-	-	-	-	-	50,000	50,000	-
18 New Ballas Road Improvements - Phase 2 (Design & Grant Match)	-	-	-	-	-	-	-	100,000	25,000
19 New Ballas Road Improvements - Phase 3 (Design & Grant Match)	-	-	-	-	-	-	-	-	100,000
Subtotal (Streets and Sidewalks)	2,289,508	2,034,781	2,424,250	2,589,383	3,436,207	2,891,100	2,939,960	2,980,440	2,124,700
% of Total Capital Fund Outlay	70%	70%	78%	79%	72%	86%	76%	84%	80%

9516 CAPITAL EQUIPMENT	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
01 Public Works Capital Equipment	312,372	222,252	88,948	155,884	355,300	300,700	346,300	326,000	316,100
02 Golf Course Capital Equipment	-	-	35,000	31,751	-	20,000	35,000	20,000	40,000
03 Comprehensive Hardware and Software System - Phase 2	98,000	45,859		-	-	-	-	-	-
04 Police Investigations Vehicle Replacement	30,000	31,253		-	-	-	-	-	-
05 Police Department Fitness Equipment		17,500		17,500					
06 Phone System Replacement	-	-	-	-	48,500	-	-	-	-
07 Olive Median Street Light Stock					50,000				
08 Public Works Facility Gasoline System Replacement					35,000				
Subtotal (Capital Equipment)	440,372	316,864	123,948	205,135	488,800	320,700	381,300	346,000	356,100
% of Total Capital Fund Outlay	13%	11%	4%	6%	10%	10%	10%	10%	13%

ADMINISTRATION	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
Project Management	83,000	83,612	89,505	93,665	96,475	99,369	102,350	105,421	108,583
Subtotal (Administration)	83,000	83,612	89,505	93,665	96,475	99,369	102,350	105,421	108,583
% of Total Capital Fund Outlay	3%	3%	3%	3%	2%	3%	3%	3%	4%

Communication: Review Proposed 5-Year Capital Improvement Plan (New Business)

EXHIBIT A
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY2021 - FY2025

CAPITAL FUND

TOTAL CAPITAL FUND OUTLAY	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
	3,282,380	2,887,131	3,120,953	3,280,644	4,781,982	3,351,169	3,868,610	3,551,861	2,639,883

9514 DEBT SERVICE	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 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	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
	3,282,380	2,887,131	3,120,953	3,280,644	4,781,982	3,351,169	3,868,610	3,551,861	2,639,883

CAPITAL FUND REVENUES	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
Beginning Fund Balance (estimated Cash Basis as of July 1)	1,887,040	1,887,040	997,953	1,998,714	1,787,172	738,120	829,381	419,401	350,020
Estimated Capital Improvement Sales Tax Revenue (1/2 Cent)	2,130,456	2,167,326	2,151,761	2,169,930	2,169,930	2,169,930	2,169,930	2,169,930	2,169,930
Estimated Interest Revenue	3,800	9,203	3,000	20,000	10,000	10,000	10,000	10,000	10,000
Est. Addtnl Revenue (Outside agencies, grants, reimbursement & other)	328,400	422,276	983,600	479,172	893,000	852,500	868,700	892,550	20,000
Proceeds from Equipment Sales	10,000	-	-	-	10,000	10,000	10,000	10,000	10,000
General Fund Transfers In	400,000	400,000	400,000	400,000	650,000	400,000	400,000	400,000	400,000
Public Safety Transfer In	-	-	-	-	-	-	-	-	-
Total Revenues & General Fund Transfers In - Capital Fund	2,872,656	2,998,805	3,538,361	3,069,102	3,732,930	3,442,430	3,458,630	3,482,480	2,609,930
Total Anticipated Year End Expenditures	3,282,380	2,887,131	3,120,953	3,280,644	4,781,982	3,351,169	3,868,610	3,551,861	2,639,883
Ending Fund Balance (Cash Basis) - Capital Fund	1,477,316	1,998,714	1,415,361	1,787,172	738,120	829,381	419,401	350,020	320,067

ESTIMATED ADDITIONAL CAPITAL FUND REVENUE (FUNDING SOURCES)	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
Community Development Block Grants for ADA Improvements	20,000	23,850	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Warson Road Improvement Project (STP Grant)	-	241,246	-	-	-	-	-	-	-
Emerson Road Improvement Project (STP Grant)	-	-	444,000	-	444,000	-	-	-	-
North New Ballas Sidewalk Improvement Project (TAP Grant)	212,000	122,180	-	-	-	-	-	-	-
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	347,841	-	-	-	-	-
Mosley Road Improvements - North Phase (STP Grant)	-	-	-	-	84,000	676,000	-	-	-
Park Master Plan (Municipal Park Planning Grant)	6,400	-	-	6,400	-	-	-	-	-
Donation for Police Fitness Equipment	-	35,000	-	-	-	-	-	-	-
New Ballas Improvements - Phase 1 (STP Grant)	-	-	-	-	-	144,000	816,000	-	-
Lindbergh-Old Olive Intersection (State Cost-Share Program)	-	-	-	-	95,000	12,500	32,700	872,550	-
Subtotal	328,400	422,276	861,600	479,172	893,000	852,500	868,700	892,550	20,000

EXHIBIT A
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY2021 - FY2025

BUILDING PROJECT BOND FUND (PROP P)

BUILDING PROJECT BOND FUND REVENUES	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
Beginning Fund Balance (estimated Cash Basis as of July 1)	8,739,611	8,739,612	1,649,002	2,928,351	1,247,351	1,109,351	600,292	610,292	620,292
Estimated Bond Proceeds	-	-	-	-	-	-	-	-	-
Estimated Interest Revenue	33,600	130,361	200	78,000	12,000	12,000	10,000	10,000	10,000
Transfers In	-	-	-	-	-	-	-	-	-
Total Revenues & Transfers In	33,600	130,361	200	78,000	12,000	12,000	10,000	10,000	10,000
9501 BUILDING DESIGN AND CONSTRUCTION	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
01 Police Building Professional Services	200,000	369,190	25,000	250,000	-	-	-	-	-
02 Police Building Site Work and Building Construction	5,460,217	5,572,432	1,418,341	1,500,000	-	-	-	-	-
03 Government Center Assessibility & Security Improvements	-	-	-	-	-	521,059	-	-	-
04 Government Center Electrical Switchgear Replacement			17,500	9,000	150,000	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-
Total Anticipated Year End Expenditures & Transfers	5,660,217	5,941,622	1,460,841	1,759,000	150,000	521,059	-	-	-
Ending Fund Balance (Cash Basis) - Building Project Bond Fund (Prop P)	3,112,994	2,928,351	188,361	1,247,351	1,109,351	600,292	610,292	620,292	630,292
9514 DEBT SERVICE	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
DEBT SERVICE (PROP P) REVENUES									
Beginning Fund Balance (estimated Cash Basis as of July 1)	258,532	258,532	380,522	362,136	552,380	745,524	932,467	1,118,061	1,307,755
Estimated Property Tax Collection Revenue	832,396	815,260	901,000	901,000	901,000	901,000	901,000	901,000	901,000
Estimated Interest Revenue	1,000	-	1,000	2,500	2,500	2,500	2,500	2,500	2,500
Total Anticipated Revenues	833,396	815,260	902,000	903,500	903,500	903,500	903,500	903,500	903,500
DEBT SERVICE (PROP P) EXPENSES									
Estimated Expenditures	-	250	250	250	250	250	250	250	250
Estimated Interest Expenses	291,406	291,406	283,006	283,006	270,106	261,306	247,656	233,556	236,956
Estimated Principal Expenses	420,000	420,000	430,000	430,000	440,000	455,000	470,000	480,000	490,000
Total Anticipated Expenditures	711,406	711,656	713,256	713,256	710,356	716,556	717,906	713,806	727,206
Ending Cash Balance	380,522	362,136	569,266	552,380	745,524	932,467	1,118,061	1,307,755	1,484,049

CAPITAL IMPROVEMENT PROGRAM SUMMARY

TOTAL COMBINED CAPITAL PROGRAM (CAPITAL FUND & BUILDING PROJECT BOND FUND)	FY2019 BUDGETED	FY2019 ACTUAL	FY2020 BUDGETED	FY2020 PROJECTED	FY2021 PROJECTED	FY2022 PROJECTED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED
Total Combined Revenues & Transfers In	3,739,652	3,944,426	4,440,561	4,050,602	4,648,430	4,357,930	4,372,130	4,395,980	3,523,430
Total Combined Anticipated Year End Expenditures & Transfers	9,654,003	9,540,409	5,295,050	5,752,900	5,642,338	4,588,784	4,586,517	4,265,667	3,367,089
Ending Fund Balance (Cash Basis) - All Capital Funds	4,970,832	5,289,202	2,172,988	3,586,903	2,592,995	2,362,141	2,147,754	2,278,067	2,434,408



CITY OF CREVE COEUR

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

CAPITAL FUND

BUILDING PROJECT BOND FUND

FISCAL YEARS 2021-2025

EXECUTIVE SUMMARY

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

CAPITAL FUND

BUILDING PROJECT BOND FUND

FISCAL YEARS 2021-2025



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 and 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.

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

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.

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:

- *Availability of Outside Funding:* projects that are eligible for and are likely to be considered for grant funding or shared-cost programs.
- *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

- *Citizen Demand*: projects that have received a level of demonstrated citizen support or demand, including support of City departments, boards, committees, and commissions.
- *Condition of Existing Facility*: improvements that replace or maintain the City's infrastructure, facilities, or equipment so that it remains in a serviceable, safe, and efficient condition.
- *Coordination (projects, regulations, City-adopted plans)*: projects that fit within planned 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.
- *Economic Growth*: projects focused on maintaining housing values and attracting businesses, residents, or visitors to the City. Projects supporting private development must include return on investment ratios or a fully documented cost/benefit analysis.
- *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.
- *Protection & Conservation*: improvements to the City's park system or historical landmarks that allow these facilities to be enjoyed by future generations or projects that reduce the City's environmental impact.
- *Public Safety*: improvements that focus on preserving and protecting the general public from harm and reducing the City's risk exposure.

Development and Adoption of the CIP

By City charter, a draft of the 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 the submittal of the draft CIP to the City Council, public input is obtained through the City newsletter, website, and the City's boards, committees, and commissions.

Prior to the City Council's adoption of the CIP, and as required by City charter, the CIP 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 to review the final draft of the CIP in March or April, prior to adoption.

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

FY2021-FY2025 CIP Overview

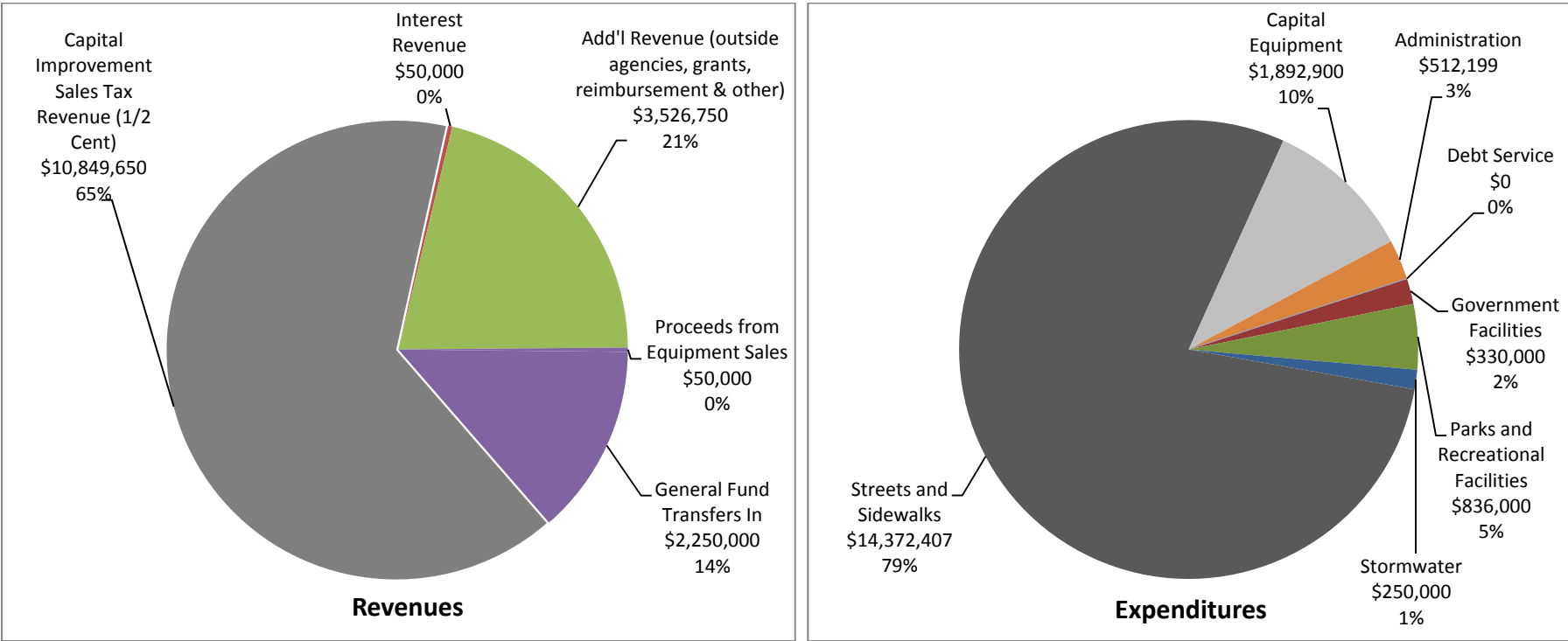
Capital Fund

Over the next five years, the projected revenues for capital projects total approximately \$16.73 million. The total cost of capital projects over the next five years is estimated at \$18.19 million.

The half-cent capital improvement sales tax serves as the primary funding source for the City’s capital projects. The balance is covered by grants and transfers from the general fund. With revenue projections remaining flat, the proposed five-year plan emphasizes maintenance and replacement of existing facilities and equipment over the introduction of additional facilities.

The City plans to seek grant funding to assist with the cost of several of the major roadway, sidewalk, and park improvement projects. These grants typically require the City to fund a portion of the project, or a local “grant match.” Several projects in the five-year CIP include grant matches and are noted accordingly. If the City is awarded the anticipated grant, future capital improvement plans will include the total project expenses and revenues in the applicable years.

Capital Fund Revenues and Expenses by Category for FY2021 - FY2025



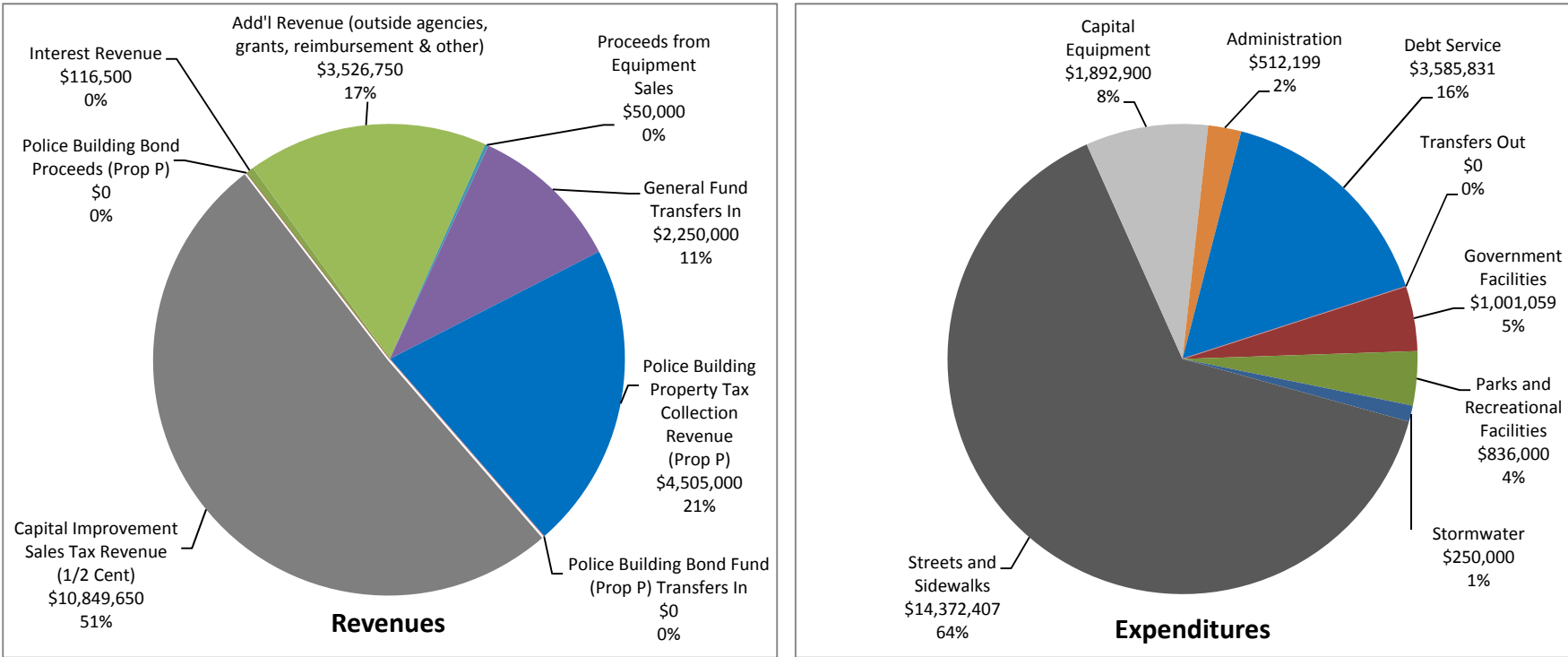
Building Project Bond Fund (Proposition P)

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 FY2018 and will continue through FY2020. Accessibility and security improvements to the existing Government Center building are tentatively planned for FY2022. The debt service for the Building Project Bond Fund 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 \$21.30 million. The half-cent capital improvement sales tax and the building project bond property tax collection serve as the primary funding sources for FY2021-FY2025. The total combined projected expenses for capital projects over the next five years is estimated at \$22.45 million.

Combined Capital Fund & Building Project Bond Fund Revenues and Expenses by Category for FY2021 - FY2025



*Bond proceeds for the Building Project Bond Fund occurred in FY2017 and therefore are not reflected in FY2021-FY2025 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 2021-2025



CAPITAL FUND

9501 – GOVERNMENT FACILITIES

CAPITAL FUND

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2021-2025



ACCESSIBILITY IMPROVEMENTS (CDBG)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$20,000	\$20,000	\$0	\$20,000	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

Project Description:

In FY2021, approximately \$20,000 of Community Development Block Grant (CDBG) funds have been committed to providing accessibility improvements to the parking lot at Malcolm Terrace Park. No funding is shown here for FY2021, because the Malcolm Terrace Park project is a separate project under Parks and Recreational Facilities. Projects in FY2022-FY2025 will focus on accessibility improvements for public facilities elsewhere in the City.

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 at Magna Carta Drive in FY2020.

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 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$250,000	\$0	\$250,000	\$0	\$250,000	\$0	\$0	\$0	\$0	TBD

Project Description:

This project involves reviewing the existing concept-level renovation plans for the Creve Coeur Government Center, updating these plans, and developing construction drawings for the renovation project. The design is expected to include modifications to the City Council chamber, employee work spaces, and building equipment. Funds are specified in FY2021 for the design. Construction funds will be programmed in the appropriate fiscal years once the renovation plans and the construction schedule become more clearly defined.

Existing Condition:

The Creve Coeur Government Center has inadequate space for staff, meetings, archives, and storage. The former 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:

The City has set aside \$2.2 million in its General Fund for use for renovations to the Government Center. The cost of this project will be offset by General Fund transfers into the Capital Fund.

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 2021-2025



PARK IMPROVEMENTS (GRANT MATCH)**CAPITAL FUND**

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	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. It is anticipated that, if successful, the grant in FY2021 will be used to replace the playgrounds at Millennium Park, FY2023 will assist with the Ice Arena Refrigerant Switch Over at the Creve Coeur Ice Arena, and FY2025 will be used to replace the tennis courts at Venable Memorial Park and/or Lake School Park. The CIP includes specific project descriptions for FY2021, FY2023, and FY2025. Refer to each project sheet 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 (FY2019-FY2020).

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 – Millennium Park Playground Replacement

FY2023 – Ice Arena Refrigerant Switch Over

FY2025 – Venable Memorial Park and/or Lake School Park Tennis Court Replacement

PLAYGROUND SAFETY SURFACE REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Year	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$100,000	TBD	\$100,000	\$30,000	\$0	\$0	\$0	\$100,000	\$0	\$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 beneath the southern playground at Millennium Park will be overlaid with a new rubberized surface in order to bring it into compliance and allow it to open for the season. This safety surface failed its annual tests in late 2019, forcing the City to close the playground.

Existing Condition:

The rubberized surfaces beneath the City's playgrounds in Millennium Park, Conway Park, and Venable Memorial Park provide the required protection for children and other users against injury from a fall off of the playground or swing set. The edges of the south playground surface at Millennium Park were repaired in FY2017, but this surface no longer meets safety standards and needs rejuvenation with an overlay of a new rubberized surface. Staff will continue to evaluate the surfaces at Conway Park and Venable Memorial Park and will recommend repairs or replacement to these surfaces accordingly. At this time, the safety surface at Venable Memorial Park is scheduled for replacement in FY2024, as it 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	\$	100,000
Equipment	\$	
Other	\$	
Total (FY2024)	\$	100,000

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

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$40,000	\$0	\$40,000	\$10,000	\$30,000	\$0	\$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	\$ 5,000
Land Acquisition	\$
Construction	\$ 35,000
Equipment	\$
Other	\$
Total	\$ 40,000

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

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$110,000	\$0	\$110,000	\$0	\$110,000	\$0	\$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

MILLENNIUM PARK PLAYGROUND REPLACEMENT (GRANT MATCH)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
TBD	TBD	\$30,500	\$0	\$30,500	\$0	\$0	\$0	\$0	\$0

Project Description:

This project would remove and replace the two main playgrounds and their safety surfaces at Millennium Park. The City Share reflects the required 6% local contribution for a Municipal Park Grant. The City plans to seek \$475,000 in grant funding in FY2021. The FY2021 budget will need to be adjusted to reflect the full project cost if the City is successful in obtaining a grant for the project.

Existing Condition:

The primary (northern) playground at Millennium Park was constructed in 2004, and the secondary (southern) playground was added in 2007. The City capped the safety surface for the northern playground and made repairs to the southern playground's surface in 2017. The safety surface beneath the southern playground no longer provides the cushioning that is required, so the City was forced to close this playground in early 2020. The equipment at the northern playground and the surface beneath it are wearing out and require replacement.

Justification: *Operating Efficiency; Condition of Existing Facility; Availability of Outside Funding; Safety*
The safety surface of the southern playground has failed its annual inspection will be closed until repairs can be made. The safety surface for the northern playground is older and the 2017 overlay is expected to expire soon. These surfaces must meet safety standards in order for the playgrounds to be open.

Operating Budget Impact:

The northern playground is a European design, and the age and style of the playground make it difficult to find parts for the equipment. New playground equipment and safety surfaces are expected to cost less to maintain.

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

Expenditure Type:

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

ICE ARENA REFRIGERANT SWITCH-OVER (DESIGN AND GRANT MATCH)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$90,000	TBD	\$90,000	\$0	\$15,000	\$0	\$75,000	\$0	\$0	\$0

Project Description:

The current system that cools the ice at the Creve Coeur Ice Arena operates using R-22 (Freon), a product that is now illegal to import into or produce in the United States. 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. A design of the system is planned for FY2021 to determine the City's options. 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 in FY2023. 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 has been 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. no longer produced or imported R-22. Any repair or catastrophic system failure could mean that the City will 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 FY2023 and, if approved, the switchover will take place in FY2023.

Expenditure Type:

Planning, Design & Engineering	\$ 40,000
Land Acquisition	\$
Construction	\$
Equipment	\$ 50,000
Other	\$
Total (Grant Match)	\$ 90,000

MALCOLM TERRACE PARK TRAIL IMPROVEMENTS (CDBG GRANT)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$75,000	\$20,000	\$55,000	\$0	\$75,000	\$0	\$0	\$0	\$0	\$0

Project Description:

The project involves updating and repairing two asphalt trails and the parking lot at Malcolm Terrace Park. The City has applied for \$20,000 in Community Development Block Grant (CDBG) funding to assist with the cost of this project.

Existing Condition:

Asphalt paths are in use at Venable Memorial 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, Conway Park, and an access path to Venable Memorial Park, 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. 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:

None.

Expenditure Type:

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

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 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$20,000	\$0	\$20,000	\$0	\$0	\$20,000	\$0	\$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

ICE ARENA FLOORING REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$200,000	\$0	\$200,000	\$0	\$0	\$0	\$200,000	\$0	\$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

VENABLE MEMORIAL PARK IMPROVEMENTS (GRANT MATCH)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
TBD0	TBD	\$150,000	\$0	\$0	\$0	\$150,000	\$0	\$0	\$0

Project Description:

In FY2023, the City plans to apply for a Land and Water Conservation Fund (LWCF) grant to make improvements to Dr. H. Phillip Venable Memorial Park. The project will involve such improvements to the park as a new pavilion, new tennis courts, improved walking paths, and more accessible parking. The amount shown in FY2023 is the City's planned 50% grant match for a project that is expected to cost approximately \$300,000. Upon successfully obtaining the grant, the actual costs will be programmed into the FY2023 capital budget through a budget adjustment.

Existing Condition:

Several of the facilities at Venable Memorial Park are ageing and require updates or replacement. The asphalt tennis courts have been overlaid multiple times and can no longer be reliably repaired, and facilities like the pavilion, asphalt paths, and restrooms have not been updated in the past ten years.

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

The LWCF grant will allow the City to maximize the effect of the funding available for improvements to Venable Memorial Park.

Operating Budget Impact:

New facilities are expected to require less annual maintenance and fewer funds than the existing equipment.

Comments:

The planned playground safety surface replacement for Venable Memorial Park in FY2024 could be combined with these improvements to further maximize the funding request through the LWCF grant

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	150,000
Equipment	\$	
Other	\$	
Total (Grant Match)	\$	150,000

TENNIS COURT REPLACEMENT PROJECT (GRANT MATCH)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$30,500	TBD	\$30,500	\$0	\$0	\$0	\$0	\$0	\$30,500	\$0

Project Description:

In FY2025, the City plans to apply for a Municipal Park Grant to substantially fund the replacement of the courts at Lake School Park and/or Venable Memorial 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 FY2025 capital budget through a budget adjustment.

Existing Condition:

The courts at Lake School Park and Venable Memorial 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 Venable Memorial Park were repaired and repainted in FY2019, but additional maintenance or improvements to the Venable Memorial Park courts may no longer be effective.

Expenditure Type:

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

CAPITAL FUND

9509 – STORMWATER

CAPITAL FUND

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2021-2025



STORMWATER IMPROVEMENTS PER MASTER PLAN

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$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. Description of that project is included on its own project sheet.

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 FY2019 and FY2020 were used to offset the cost of the Middlebrook Drive Stormwater Improvements.

Expenditure Type:

Planning, Design & Engineering	\$
Land Acquisition	\$
Construction	\$
Equipment	\$
Other	\$
Annual Total:	\$ 0

MIDDLEBROOK DRIVE STORMWATER IMPROVEMENTS

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$292,075	\$0	\$292,075	\$92,075	\$200,000	\$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. The easements required for the project were donated by the adjacent property owners. Trees and bushes will be included in the restoration of disturbed area to replace some of the removed vegetation.

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 as one of the highest among reviewed stormwater issues with 145 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 is scheduled for construction in 2020 (FY2019-FY2020) now that MSD's project is complete and the City has obtained all of 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

BALLAS CULVERT EROSION REHABILITATION (DESIGN)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
TBD	\$0	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0

Project Description:

This project involves the survey and design services needed to develop a plan to repair erosion damage at the downstream end of a large stormwater culvert on the east side of New Ballas Road, generally opposite of Sackston Woods Lane. The design will provide the City with a reasonable cost estimate for the repair, and this cost will be entered into the appropriate year of the capital improvement program once it is known.

Existing Condition:

Stormwater flowing out of the downstream end of the culvert has carved out a void that is undermining the culvert. Rehabilitation of this area is needed before the erosion causes damage to the culvert.

Justification: *Public Safety; Condition of Existing Facility*

New Ballas Road is the most heavily used road that the City maintains. Protection of New Ballas Road and its infrastructure is necessary to limit impacts to daily traffic. This issue rated as one of the highest among reviewed stormwater issues with 140 points, and the project has a benefit-to-cost ratio is 1.1, according to the metrics used in the Stormwater Master Plan.

Operating Budget Impact:

The eventual repair would be designed to resemble a natural stream and would require little annual maintenance. The design will have no impact on the operating budget.

Comments:

The design for this project uses funding originally set aside for the FY2021 Stormwater Master Plan project.

Expenditure Type:

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

CAPITAL FUND

9510 – STREETS AND SIDEWALKS

CAPITAL FUND

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2021-2025



STREET AND SIDEWALK MAINTENANCE PROGRAM

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Year	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$1,313,300	\$0	\$1,313,300	\$1,473,505	\$1,313,300	\$1,346,100	\$1,379,800	\$1,414,300	\$1,449,700	TBD

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's street and sidewalk network form the City's largest asset that serves all of the City's residents and visitors. Annual maintenance of streets and sidewalks is required to preserve their functionality and to limit future repair costs. 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	\$	1,313,300
Equipment	\$	
Other	\$	
Total (FY2021)	\$	1,313,300

STREET RECONSTRUCTION/REHABILITATION

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Year	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$300,000	\$0	\$300,000	\$365,000	\$300,000	\$0	\$300,000	\$300,000	\$300,000	TBD

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-FY2021 projects involve rehabilitation of the Ladue Estates subdivision, and Winrock Drive was included in the FY2019 project. 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. Most of the streets that have been included in this program were older concrete streets that were overlaid with asphalt decades ago.

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 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 candidates listed to the right do not form an exhaustive list and are not necessarily the streets with the lowest condition ratings – some streets with lower surface condition ratings can be repaired through extensive concrete slab replacement or asphalt resurfacing.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	300,000
Equipment	\$	
Other	\$	
Total (FY2021)	\$	300,000

Street Reconstruction/Rehabilitation Candidate Examples (in Alphabetical Order)

Street Name	Pavement Condition Index (0 – 100)
Country Fair Lane	80
Conway Garden Court	62
Craig Road	45
Emerson Road	41
Ladue Estates Drive West	52
Ladue Meadows Drive	75
Magna Carta Drive	90
Mosley Road	50
Tureen Drive	56

PAVEMENT CONDITION RATINGS UPDATE

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$45,000	\$0	\$45,000	\$0	\$45,000	\$0	\$0	\$0	\$0	\$0

Project Description:

The project involves engineering consulting services to provide an independent assessment of the City's pavement conditions and ride quality. These pavement conditions are used as a tool to guide the recommendations of City staff for the annual pavement improvement programs.

Existing Condition:

The pavement conditions were independently evaluated in FY2016. Since then, City staff have updated the condition ratings of about one quarter of the City's streets each year. The City does not have the equipment to efficiently or effectively measure ride quality.

Justification: *Condition of Existing Facility; Operating Efficiency*

Pavement condition ratings need to be up to date in order for them to be reliable tools for planning pavement repairs and for judging the performance of the pavement management program.

Operating Budget Impact:

None.

Comments:

None.

Expenditure Type:

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

NEW BALLAS MEDIAN PLANTINGS

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$20,000	\$0	\$20,000	\$0	\$20,000	\$0	\$0	\$0	\$0	TBD

Project Description:

This project involves new trees, median end treatments, and plantings in the centerline median along North New Ballas Road near the Creve Coeur Government Center.

Existing Condition:

The existing island is generally grass with ash trees along its center and landscaping at each end.

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

The ash trees in this median will be removed in FY2020 as part of the systematic removal of ash trees throughout the City due to the emerald ash borer infestation. This project will add low-maintenance flowers and plants to the planned replacement of the trees in the median.

Operating Budget Impact:

The proposed planting plan is not expected to add any costs to the operating budget.

Comments:

The planting plan is recommended by the City's Horticulture, Ecology, and Beautification Committee.

Expenditure Type:

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

SIGNAL ENHANCEMENT PROJECTS

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$436,128	\$87,705	\$348,423	\$196,128	\$240,000	\$0	\$0	\$0	\$0	TBD

Project Description:

These projects involve partnerships with the Missouri Department of Transportation (MoDOT), the Olive Boulevard Transportation Development District (Olive TDD), and Saint Louis County to add black powder coat and illuminated street name signs to several traffic signals along Olive Boulevard, Lindbergh Boulevard, and North New Ballas Road. The work in FY2021 will involve a partnership with MoDOT to add black powder coating and illuminated street name signs to two projects along Olive Boulevard – one involving the intersections of Olive at Spode and at Old Olive, and the second involving eight intersections along Olive Boulevard west of New Ballas Road.

Existing Condition:

MoDOT plans to replace the old and/or outdated traffic signals at the intersections of Olive at Old Olive Street Road, Spode Road, Tempo Drive, Ross/Questover, and Fernview Drive.

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

Including these enhancements to new traffic signals as part of the MoDOT and County projects will be much more cost effective and will result in better products than if completed as part of one or more independent projects to add these enhancements once the traffic signals are in place.

Operating Budget Impact:

The City will be responsible to maintain the illuminated street name signs and the black powder coating on the signal equipment, and the City will be responsible to pay the electric bills for the signs. These costs are expected to be minimal.

Comments:

The outside funding sources include construction reimbursement from the Olive TDD (estimated at \$62,000) for the lighting work along New Ballas Road and a development escrow (estimated at \$25,705) for illuminated street name signs at the intersections of New Ballas Road at Studt Avenue and at Old Ballas Road.

Expenditure Type:

Planning, Design & Engineering	\$ 50,592
Land Acquisition	\$
Construction	\$ 385,536
Equipment	\$
Other	\$
Total	\$ 436,128

EMERSON ROAD IMPROVEMENT PROJECT (FEDERAL STP GRANT)**CAPITAL FUND**

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$694,768	\$444,000	\$250,768	\$89,768	\$605,000	\$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 73% 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 41 in 2019, 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	\$ 84,988
Land Acquisition	\$ 4,780
Construction	\$ 605,000
Equipment	\$
Other	\$
Total	\$ 694,768

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

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$392,423	\$250,000	\$142,423	\$56,423	\$336,0000	\$0	\$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:

The Missouri Department of Transportation (MoDOT) plans to make signal and accessibility improvements at the intersection of Fernview Drive and Olive Boulevard through a project that begins in FY2021.

Expenditure Type:

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

MOSLEY ROAD IMPROVEMENT PROJECT (FEDERAL STP GRANT)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$1,767,364	\$760,000	\$1,007,364	\$220,457	\$236,907	\$1,310,000	\$0	\$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.

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	\$ 220,596
Land Acquisition	\$ 150,000
Construction	\$ 1,310,000
Equipment	\$
Other (Concept Plan- FY2016)	\$ 86,768
Total	\$ 1,767,364

NEW BALLAS ROAD IMPROVEMENTS – PHASE 1 (FEDERAL STP GRANT)

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$1,350,000	\$960,000	\$390,000	\$0	\$150,000	\$180,000	\$1,020,000	\$0	\$0	\$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.

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 have been to devote approximately 10% of the City's annual concrete repairs to this section of New Ballas Road for approximately 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	\$ 150,000
Land Acquisition	\$ 180,000
Construction	\$ 1,020,000
Equipment	\$
Other	\$
Total	\$ 1,350,000

LINDBERGH-OLD OLIVE INTERSECTION (STATE COST-SHARE; STP GRANT MATCH)**CAPITAL FUND**

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$1,454,706	\$1,012,750	\$441,956	\$43,406	\$190,000	\$25,000	\$90,160	\$1,106,140	\$0	\$0

Project Description:

This project involves the partial reconstruction of the intersection of Lindbergh Boulevard and Old Olive Street Road in order to add a traffic signal that will provide full access in all directions. This signal will allow for a pedestrian/bicycle crossing across Lindbergh. The costs shown represent approximately 15% of what is expected to be a \$2.58 million project. The City has been awarded State Cost-Share funding in for approximately 40% of the total project cost. In FY2020, staff applied for federal STP grant funding for another 45% of the project cost. 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, the 39 North Master Plan, and the Old Olive Street Road Great Street Plan. 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 were developed as part of the Old Olive Street Road great street plan, 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 and FY2020 to refine the project plans and estimates in preparation for the grant applications. Future improvements to Old Olive 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	\$ 337,206
Land Acquisition	\$ 115,160
Construction	\$ 1,002,340
Equipment	\$
Other	\$
Total (Cost Share & STP Grant Match)	\$ 1,454,706

OLIVE-LINDBERGH INTERCHANGE ENHANCEMENTS

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$320,000	\$0	\$320,000	\$290,000	\$0	\$30,000	\$0	\$0	\$0	TBD

Project Description:

The City has partnered with the St. Louis Economic Development Partnership (SLEDP) and the Missouri Department of Transportation (MoDOT) to add decorative elements to the planned reconfiguration of the interchange of Olive Boulevard at Lindbergh Boulevard. The enhancements include black powder coat and illuminated street name signs to two new traffic signals on Olive and decorative median, pedestrian-scale lighting, and bridge treatments along Olive over Lindbergh. The project will be managed by SLEDP and is expected to be complete by the end of 2020.

The funding identified in FY2022 is for the design of landscaping for the Olive-Lindbergh interchange.

Existing Condition:

The existing cloverleaf interchange is outdated and will be reconfigured to a more compact and more pedestrian-friendly design.

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

The Olive-Lindbergh interchange serves as one of the main entry points to the City and is located in the middle of the emerging 39 North District. Visual improvements in this area promote the City and encourage growth. Including these enhancements as part of the SLEDP project will be much more cost effective and will result in better products than if completed as part of one or more independent projects to add these enhancements once the traffic signals and bridge improvements are in place.

Operating Budget Impact:

The City will be responsible to maintain the signal and bridge enhancements, but these costs are expected to be minimal for the foreseeable future.

Comments:

The cost to construct the landscaping at this interchange will not be known until the design is complete.

Expenditure Type:

Planning, Design & Engineering	\$ 85,000
Land Acquisition	\$
Construction	\$ 235,000
Equipment	\$
Other	\$
Total	\$ 320,000

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

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$399,800	TBD	\$399,800	\$39,800	\$0	\$0	\$100,000	\$10,000	\$250,000	\$0

Project Description:

The project involves improvements to the intersection layout, pavement, and sidewalks of Craig Road between Old Ballas Road and Olive Boulevard. The City plans to apply for federal STP grant funding in FY2021 to assist with the costs of this project. The costs shown are for the full design cost and for an estimated 20% of the right-of-way acquisition and construction costs. 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 sections of the pavement have failed. The traffic flow along Craig 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*

Portions of Craig Road are in poor condition, and the City has provided increasing attention to pavement repairs and pothole patching. 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:

None.

Expenditure Type:

Planning, Design & Engineering	\$	139,800
Land Acquisition	\$	10,000
Construction	\$	250,000
Equipment	\$	
Other	\$	
Total (Design and Grant Match)	\$	399,800

NEW BALLAS SIDEWALK EXTENSION (DESIGN & GRANT MATCH)**CAPITAL FUND**

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$110,818	TBD	\$110,818	\$10,818	\$0	\$0	\$50,000	\$50,000	\$0	\$0

Project Description:

This project involves relocating a retaining wall to accommodate a new sidewalk along the west side of North New Ballas Road between Magna Carta Drive and Rocky Drive. Constructing this sidewalk will connect two sections of sidewalk to create a continuous pedestrian path along the west side of New Ballas from Conway Road to Old Ballas Road. The City plans to seek federal funding for this project through the Transportation Alternatives Program. The grant match for this project includes 100% of the design costs and 20% of the estimated 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:

No sidewalk currently exists at this site, but pedestrians commonly use the small grass strip nonetheless. The property's retaining wall has been a barrier to constructing a sidewalk here.

Justification: *Public Safety; Availability of Outside Funding*

Completion of this sidewalk will provide a more suitable pedestrian route for those wishing to north along the west side of New Ballas Road.

Operating Budget Impact:

The new sidewalk will eventually need maintenance, but that maintenance will be funded through the City's annual street and sidewalk maintenance program in the capital improvement budget.

Comments:

This project would complete the sidewalk improvements envisioned in a sidewalk concept study from 2008. The conceptual plans from that study provided the basis of the design for a portion of the Ladue Road Sidewalk Project in 2013 and for the New Ballas Sidewalk Improvements between Ladue Road and De Smet Jesuit High School in 2019.

The Transportation Alternatives Program grant is not offered every year, and it is currently unknown when the next grant round will be scheduled.

Expenditure Type:

Planning & Design	\$ 57,968
Land Acquisition	\$ 2,850
Construction	\$ 50,000
Equipment	\$
Other	\$
Total (Design & Grant Match)	\$ 110,818

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 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$425,000	TBD	\$425,000	\$0	\$0	\$0	\$0	\$100,000	\$25,000	\$300,000

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 2 (\$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:

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

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

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$350,000	TBD	\$350,000	\$0	\$0	\$0	\$0	\$0	\$100,000	\$250,000

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. 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:

This project is the third of what is expected to be four phases of improvements to New Ballas Road.

Expenditure Type:

Planning & Design	\$ 100,000
Land Acquisition (FY2026)	\$ 20,000
Construction (FY2027)	\$ 230,000
Equipment	\$
Other	\$
Total (Design and Grant Match)	\$ 350,000

CAPITAL FUND

9516 – CAPITAL EQUIPMENT

CAPITAL FUND

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2021-2025



9516 CAPITAL EQUIPMENT - 01

PUBLIC WORKS CAPITAL EQUIPMENT

CAPITAL FUND

FY2021 Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Year	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$355,300	\$0	\$355,300	\$155,884	\$355,300	\$300,700	\$346,300	\$326,000	\$316,100	\$325,000

Project Description:

The following major equipment purchases are planned for FY2021 as replacements for older equipment used by the Department of Public Works:

• Two-ton Dump Truck with Plow and Spreader	\$ 137,500
• Crack Seal Machine	\$ 49,600
• Leaf Vacuum (25 CY capacity)	\$ 54,500
• Leaf Vacuum (14 CY capacity)	\$ 51,700
• Limb Chipper	\$ 62,000
	\$ 355,300

Equipment replacement is based upon a scheduled rotation that helps limit the financial impact on any one year. The equipment that will be replaced ranges in age from 9-20 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:

Capital equipment includes City equipment costing greater than \$20,000 and having a useful life of at least five years. 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	\$ 355,300
Other	\$
Total (FY2021)	\$ 355,300

9516 CAPITAL EQUIPMENT – 02

GOLF COURSE CAPITAL EQUIPMENT

CAPITAL FUND

FY2021 Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$0	\$0	\$0	\$31,751	\$0	\$20,000	\$35,000	\$20,000	\$40,000	TBD

Project Description:

The following major equipment purchases are planned at the Creve Coeur Golf Course as replacements for older equipment:

• FY2022 – Heavy-duty turf vehicle	\$ 20,000
• FY2023 – Greens mower	\$ 35,000
• FY2024 – Heavy-duty turf vehicle	\$ 20,000
• FY2025 – Rough mower (used)	\$ 40,000
	\$ 115,000

These vehicles are used to maintain the fairways, rough, and greens at the golf course. The equipment that will be replaced will range in age from 15 to 29 years old at the time of replacement.

Existing Condition:

The golf course staff uses a small fleet of equipment to maintain the golf course. Some of the existing equipment has begun to wear out with age, resulting in either limited use or increased repair costs. Certain equipment, like the turf vehicles, are used for a variety of tasks. Other equipment, like the rough mower, has no back-up for its function.

Justification: *Condition of Existing Unit; Operating Efficiency; Coordination*

Properly functioning and reliable equipment is needed for the effective maintenance of the golf course. The 2015 *Analysis of Golf Course Existing Conditions for Needs Assessment* report found that all of the equipment that is proposed for replacement has exceeded its useful life. The report recommended that all of this equipment be replaced by 2019.

Operating Budget Impact:

New equipment will be expected to require less maintenance than the current equipment, which should result in lower operating costs.

Comments:

None.

Expenditure Type:

Planning, Design & Engineering	\$	
Land Acquisition	\$	
Construction	\$	
Equipment	\$	115,000
Other	\$	
Total (FY2021-FY2025)	\$	115,000

9516 CAPITAL EQUIPMENT – 06

PHONE SYSTEM REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$48,500	\$0	\$48,500	\$0	\$48,500	\$0	\$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, and the manufacturer will no longer offer technical support for the City's phone system beginning in 2021. The City's staff cannot fully 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

OLIVE MEDIAN STREET LIGHT STOCK

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$50,000	TBD	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0	TBD

Project Description:

The City has installed decorative street lights along much of the median of Olive Boulevard. Unfortunately, several of the lights have been damaged or destroyed through vehicular accidents. While the drivers' insurance typically pays for the replacement of the light, the process of ordering and installing the new light can take months, and there is no light in place during that time. The City plans to order three decorative street lights to establish a stock of lights that can be used to more rapidly replace damaged lights. The City would then use applicable insurance proceeds from accidents to replenish the stock of equipment.

Existing Condition:

The City maintains approximately 50 decorative street lights in the medians along nearly two miles of the Olive Boulevard. These lights help light Olive at night, beautify Olive during the day, and provide a sense of place in Creve Coeur.

Justification: *Public Safety; Beautification; Operating Efficiency*

The process of ordering and installing a new light can take months to complete. The City will be able to more rapidly replace damaged lights if replacements are in stock.

Operating Budget Impact:

None.

Comments:

The stock of lights will be stored at one of the City's Public Works facilities, where the equipment will be protected from the weather and from possible damage from on-site operations.

Expenditure Type:

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

PUBLIC WORKS FACILITY GASOLINE SYSTEM REPLACEMENT

CAPITAL FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$35,000	\$0	\$35,000	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0

Project Description:

This project involves the replacement of the gasoline pumps and the software and computer system managing the fuel system at the Creve Coeur Public Works facility at 966 Rue de la Banque Drive.

Existing Condition:

The City operates a fueling station at its Public Works facility for the use of the City's vehicles, primarily the Public Works and Police Department's fleets. This fueling station includes two gasoline pumps and one diesel pump. The two gasoline pumps were installed in 1999 when the property was developed. A computer system is used to track gasoline use for each vehicle and to monitor the underground system for leaks. The software and hardware included in this computer system were installed in 2006. The City is required to have operational pumps and monitoring, and both have needed annual maintenance in order for the City to meet the minimum standards for the system.

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

Annual repairs are needed to bring the pumps into compliance with state requirements prior to each year's inspection. Both the pumps and the computer system need to be re-calibrated frequently to remain a reliable monitoring system. Updates to the system are not possible, because the system is so old. Replacement is now necessary. The City could use a local gas station for fuel, but doing so would be less efficient for the frequent fueling of the Police and Public Works fleets.

Operating Budget Impact:

New pumps are expected to require less maintenance than the existing pumps. New computer software and hardware will reduce staff time needed to verify that the system is accurate.

Comments:

None.

Expenditure Type:

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

CAPITAL FUND

ADMINISTRATION

CAPITAL FUND

CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2021-2025



ADMINISTRATION

PROJECT MANAGEMENT

CAPITAL FUND

FY2021 Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Year	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$96,475	N/A	\$96,475	\$93,665	\$96,475	\$99,369	\$102,350	\$105,421	\$108,583	TBD

Description:

This item includes the costs associated with the full-time salary and benefits for a civil engineer to help oversee the design and construction of projects outlined in the Capital Improvement Program.

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 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	\$	96,475
Total (FY2021)	\$	96,475

BUILDING PROJECT BOND FUND PROJECTS

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2021-2025



9501 – POLICE BUILDING CONSTRUCTION

BUILDING PROJECT BOND FUND

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2021-2025



PROFESSIONAL SERVICES

BUILDING PROJECT BOND FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	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 2021	FY 2022	FY 2023	FY 2024	FY 2025	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 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$521,059	\$0	\$521,059	\$0	\$0	\$521,059	\$0	\$0	\$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 FY2017 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

GOVERNMENT CENTER ELECTRICAL SWITCHGEAR REPLACEMENT

BUILDING PROJECT BOND FUND

Total Project Cost	Outside Funding Source	City Share	Estimated Total Capital Costs						
			Prior Years	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Future
\$159,000	\$0	\$159,000	\$9,000	\$150,000	\$0	\$0	\$0	\$0	\$0

Project Description:

This project involves the replacement of the electrical switchgear that serves the Creve Coeur Government Center.

Existing Condition:

The electric service for the Creve Coeur Government Center includes an outdated switchgear that needs to be replaced. The switchgear is located in the lower level of the Government Center. Although it was impacted by the water service line leak several years ago, the switchgear remains functional.

Justification: *Public Safety; Condition of Existing Facility*

The switchgear must be operational for the Creve Coeur Government Center to be open for business. The existing system is too old to be repaired or updated.

Operating Budget Impact:

None.

Comments:

The residents of Creve Coeur passed Proposition P in FY2017 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	\$ 9,000
Land Acquisition	\$
Construction	\$
Equipment	\$ 150,000
Other	\$
Total	\$ 159,000

EXHIBIT C
CITIZEN RECOMMENDATIONS AND STAFF RESPONSES
CAPITAL IMPROVEMENT PROGRAM
FISCAL YEARS 2021-2025

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

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• <i>Add pedestrian connection between Questover subdivision and Millennium Park</i>	
• <i>Add pedestrian bridges over Olive Boulevard.</i>	
2. Mary Schnoring (590 Sarah Lane)	4
• <i>Improve entrances along Old Ballas Road.</i>	
3. Ollie Fisher (953 North Spoede Road)	5
• <i>Improve sidewalk along Spoede Road.</i>	
4. Mike Fries (12949 Gallagher Road)	6
• <i>Add street lights to Gallagher Road.</i>	
5. Barb Finnegan (109 Emerald Green Court)	7
• <i>Extend sidewalk along New Ballas Road north of Magna Carta Drive.</i>	
• <i>Add bike trail along Ladue Road.</i>	
6. Sharon Leve (12317 Boothbay Court)	9
• <i>Make the restrooms at Conway Park for year-round use.</i>	
7. Greg Wilson (address not specified)	10
• <i>Improve sidewalks along Olive Boulevard and New Ballas Road.</i>	
8. Joyce Steiger (200 North New Ballas Road)	11
• <i>Add lighting for sidewalks along New Ballas Road.</i>	
9. David Meyer (433 Shadybrook Lane)	12
• <i>Revise Lindbergh/Quailways/Tealbrook intersection to add right-turn lane.</i>	
10. Barbara Brozek (914 Stablefield Court)	13
• <i>Extend the sidewalk along Ambois Drive.</i>	
11. Carolyn Schuerman (11345 Mosley Lane)	14
• <i>Fix Mosley Road.</i>	
12. Kathy Rockamann (159 Carriage Square Drive)	15
• <i>Add pickleball courts at City parks.</i>	

**Citizen Recommendations
CIP FY2021–FY2025**

Susan Hurt (856 Questover Lane)

Suggestion

I would like the City to continue to develop plans for adding trail connections between Millennium Park and the Questover Subdivision.

Staff Response

The City looked at an option to expand the trail in Millennium Park and several options to connect the adjacent subdivisions to the park. The study is conceptual, with the intent on identifying the feasibility and cost of creating these trails. So far, there are no plans to construct any of these paths.

Exhibit 1 (page 2 of the attached draft report) shows the study locations. Two of these locations sought to connect the Questover subdivision to the east side of Millennium Park. The first ("Connection Spur 2") would begin at Bentley View Court, curve around the north side of the detention basin, and then connect to the trail in Millennium Park. The second ("Connection Spur 2A") would begin at Questover Lane just north of Cabot Manor Circle and then pass between the houses to connect to Millennium Park. We chose these locations because the edge of the park is flatter there than further north.

We would need easements from the adjacent homeowners for either of the paths, so we would want to have pretty strong support from the subdivision and the adjacent homeowners before we start the design and plan for construction.

It appears that we have two feasible options to connect the Questover subdivision to Millennium Park. With the subdivision's support, I think that the City would be likely to add one of these connections into the City's capital improvement plan. If the subdivision is not interested, then the City will likely focus on the connections to the subdivisions to the south of the park.

**Citizen Recommendations
CIP FY2021–FY2025**

Susan Hurt (856 Questover Lane)

Suggestion

As a resident of Creve Coeur who is interested in promoting a safe, walkable community, I ask that you consider constructing pedestrian bridges across Olive, perhaps near the intersection of Questover and Ross or the new BJC Hospital. Currently it is unsafe crossing Olive on foot; the only option is to drive across, leading to further traffic congestion and less community cohesion.

Staff Response

The Missouri Department of Transportation (MoDOT) owns and maintains Olive Boulevard. MoDOT is currently designing roadway and pedestrian improvements along Olive that will include the intersections of Olive at Questover/Ross and Olive at BJC Hospital. Information about this project (including a tentative schedule and conceptual plans) can be found on the project's website at:

<https://www.modot.org/route-340-resurfacing-between-lea-oak-and-i-270>

The project will replace the traffic signal at the intersection of Olive at Questover/Ross and will bring the intersection and its pedestrian crossings into compliance with the standards established through the Americans with Disabilities Act (ADA). The project will also update the pedestrian crossings at the signal for the Olive entrance to BJC Hospital so that these crossings are also ADA compliant.

**Citizen Recommendations
CIP FY2021–FY2025**

Mary Schnoring (590 Sarah Lane)

Suggestion

Having read your invitation to suggest a project that will be beneficial to the residents of Creve Coeur, I am taking this opportunity to request consideration be given to "fixing" the main entrance/exit to Golfview on the Green Condo complex off Old Ballas Road. One would need only to drive in or out once to realize that the construction was not done in a professional manner. Each time I leave the campus, my poor husband is jarred in his seat no matter how slowly I drive. Entering is no different. There are over 90 families who would benefit from this improvement and I am certain all would be most grateful.

Staff Response

Thank you for your suggestion to improve the entrance to the Golfview on the Green complex. The entrances along Old Ballas Road are generally of two different types: ones where the apron begins at the edge of Old Ballas and others with an apron that begins at the top of the rolled curb along Old Ballas. The entrance to the Golfview complex begins at the top of the curb, and I think that is the bump that you feel.

The City made sidewalk updates on Old Ballas Road in 2010 and is currently considering additional updates for that area. It will make sense to consider revising entrances like yours to be smoother at the edge of Old Ballas when the sidewalks are updated there.

**Citizen Recommendations
CIP FY2021–FY2025**

Ollie Fisher (953 North Spoede Road)

Suggestion

I would like the city to consider the sidewalks on Spoede Road between Olive and Ladue. The sidewalk is only on one side of the street, very narrow, and the curbs are in disrepair.

When my wife and I walk we must move into the street to allow strollers, or people walking in the opposite direction to pass.

This is dangerous as the street is also very narrow. Additionally, many sections of the sidewalk are uneven while electric posts block some sidewalks.

Thank you for considering the citizen input.

Staff Response

The City's right of way along Spoede Road varies in width, but the sidewalk for much of the north end of Spoede is located at the extent of this right of way. It appears that widening of the entire sidewalk would require easements from most or all of the residents north of Colonial Hills Parkway, and a project of that scale may take years to become a reality.

The limited right of way is also why mailboxes, utility poles, and fire hydrants are so close to (and – as you point out – within) the sidewalk.

The City will review this sidewalk for any tripping hazards. We will also review whether the sidewalk can be improved with intermittent passing areas, similar to those that were created along Graeser Road several years ago. These areas are slightly wider and spaced about every 200 feet to help prevent the need for you to step onto the grass or out onto Spoede to make way for other pedestrians.

**Citizen Recommendations
CIP FY2021–FY2025**

Mike Fries (12949 Gallagher Road)

Suggestion

Regarding possible candidates for Creve Coeur capital spending in 2020, I would like to suggest one or maybe 2 street lights in the section of Gallagher Rd just east of Fernview Dr. This section is literally a black hole at night and sure could use some light for the 8 houses along it. There is a street light on the section west of Fernview but none on ours. We've been in the dark for the 45+ years we've lived here and I think it's time for a change.

Staff Response

Adding street lights along a street or a neighborhood can be a polarizing idea. We have heard from residents who passionately support or oppose street lights. For this reason, new street lighting on a residential street typically begins with a request from a subdivision's trustees.

Please find the City's street lighting policy attached. This policy includes the process to follow to add street lights to Gallagher. Generally, the process involves:

1. A request from your subdivision trustee to the City to begin the process
2. Your subdivision would coordinate the location of the lights and the installation of the electrical conduit needed for the lights.
3. Ameren installs the lights and the wiring.
4. The City accepts the responsibility to pay for the electricity for the lights.
5. Ameren remains the owner of the lights and maintains them.

**Citizen Recommendations
CIP FY2021–FY2025**

Barb Finnegan (109 Emerald Green Court)

Suggestion

I am a Creve Coeur resident and lived near the City Hall area for over 30 years. We have worked hard to get sidewalks on Ballas Road for a good part of that 30 years. One area of major concern is the area just north of the Post Office where not only the kids from DeSmet try to traverse but I do as well, as many other pedestrians.

There is a narrow strip of grass which is very dangerous to walk on, or you can trespass on the office building landscape area which is what many of us have done for over 10 years. I even talk occasionally to an elder gentleman with a cane who walks that narrow grass strip and it is frightening to see how unstable he is. I am always worried he will stumble into traffic or a side mirror from a truck will knock him down.

Is there someone who can get this project through for the safety of the students and residents who are trying to traverse this area?

I will say the dirty word, "Eminent Domain" which should clearly be used in this situation if there is no cooperation from the building owner. This is very clearly a safety issue and fits the bill to use Eminent Domain before someone is either seriously hurt or killed in this area.

About 10 years ago I met with Jim Heines and some others who showed me the plan for a sidewalk in that area, but it never came to fruition, as I believe the building owner pushed back. I don't think a little push back should hold up the city in ensuring safety for all, particularly in such a very visible location as the Police Department and City Hall right across the street.

That is one suggestion.

My other comment is the same as for the last 30 years living here. We need more accessible biking and pedestrian trails in Creve Coeur. A pedestrian friendly city strongly enhances desirability of a community. It would be nice to have some way to connect to Creve Coeur park or to work with Trail Net or the many organizations who are trying to make our entire St. Louis area more bike friendly.

Take a visit to the Grants Trail in South County. It's a beautiful and very often used biking/walking trail, off the roads, which is a win-win for all.

The bike paths on Olive are very dangerous and way too close to traffic. Perhaps a trail along Ladue Road like they have on Clayton Road would be good, but it needs to be safe and away from traffic traveling at 40 plus mph. I hope someone is looking at what other communities are doing in this respect, not only in St. Louis but in progressive cities like Denver. I don't want to live in a community that falls behind and is known as a town just for an older population. Let's draw the health minded and younger people here as well.

**Citizen Recommendations
CIP FY2021–FY2025**

Barb Finnegan (109 Emerald Green Court)

Staff Response

The City is currently working with the owner of the property north of the post office to provide the right of way and easements needed to add a sidewalk on the west side of New Ballas Road from Magna Carta Drive to Rocky Drive.

The need to relocate the existing retaining wall along this property's New Ballas frontage will make this section of sidewalk quite expensive. For this reason, the City plans to pursue federal funding to assist with the cost of the project. Similar funding was used to help build the sidewalks on Ladue Road, Emerson Road, and New Ballas Road in your area in recent years. These three sidewalk projects originated with the sidewalk plan that you referenced.

The use of eminent domain would be the City's last resort, and it does not appear that would be necessary in this case.

The proposed five-year capital improvement program identifies this project in anticipation of a grant opportunity in the near future and the City's successful application for funding.

Because the process of extending the sidewalk is expected to take several years, and because the pedestrian route to get from Magna Carta to Rocky Drive requires pedestrians to cross to the east side of New Ballas, the City is currently updating its pedestrian crossings along New Ballas Road. The curb ramps and push buttons are currently being replaced at the signal for the medical office buildings and the shopping center that includes St. Louis Bread Company. Similar improvements are planned for the intersection of New Ballas Road at Magna Carta Drive later this year.

The City shares your desire to become more bicycle friendly and better connected. Adding bicycle trails is a long-term process that requires public support and funding. For example, adding a bike trail along Ladue Road would face the challenges of limited right of way, utility relocation, grading, and roadway modifications to accommodate the trail crossings. The cost to add such a trail would need to be weighed against the need to maintain the existing roadway.

The City has been actively working with area agencies to explore possibilities for adding bicycle trails and connections. Recent examples include:

- 2018 addition of a bicycle connection and crossing to Stacy Park near Bayer's entrance on Warson Road
- 2019 study of possible neighborhood connections to Millennium Park
- 2015 study of the possible addition of a bike path along Mason Road
- The on-going effort to reconfigure Old Olive Street Road to include a separate bike path.
- 2019 adoption of the 39 North Greenway plan.

**Citizen Recommendations
CIP FY2021–FY2025**

Sharon Leve (12317 Boothbay Court)

Suggestion

I would like to propose making the bathrooms at Conway Park year round use. PLEASE! I don't know about any other park in Creve Coeur, but each park should have at least one.

Staff Response

The Parks and Historic Preservation Committee has made the same recommendation. The City will try to find ways to renovate or replace the restrooms in the parks so that they can be open all year.

The restrooms in most of the City's parks were designed to be open only during the spring, summer, and fall. The buildings generally use vents to help keep them from becoming too hot during the summer, but this system makes them susceptible to freezing during the winter. The restrooms' plumbing is disconnected and the restrooms are closed during the winter to prevent the pipes in the buildings from freezing and breaking.

**Citizen Recommendations
CIP FY2021–FY2025**

Greg Wilson (address not specified)

Suggestion

I saw on your website that you are requesting ideas for capital improvements. Improve/Create a safe running/biking path along Olive and along New Ballas, with a barrier, even if just a slight curb to protect from cars. I understand it isn't easy, but surely there are spots that you can improve. The whole stretch is dangerous (I run it regularly).

Improve bike paths/running paths on the major arteries.

Great River Greenway may be able to help.

Staff Response

The Missouri Department of Transportation (MoDOT) owns and maintains Olive Boulevard, and the City owns and maintains New Ballas Road. Creating and maintaining accessible sidewalks and pedestrian routes is a high priority for both MoDOT and the City.

MoDOT is currently designing roadway and pedestrian improvements along Olive west of Interstate 270. Information about this project (including a tentative schedule and conceptual plans) can be found on the project's website at:

<https://www.modot.org/route-340-resurfacing-between-lea-oak-and-i-270>

This project will take several years to complete, but the plan is to create continuous sidewalks from Fernview Drive to Interstate 270. Doing so will close some gaps that exist, perhaps the most notable of which are between Fee Fee Road and Mason Road.

The City strives to keep its existing sidewalk network in good shape and to fill gaps where possible. Several projects are planned along New Ballas Road to update both the pavement and the sidewalk, and an additional project is proposed to extend the New Ballas sidewalk on the west side of New Ballas between Rocky Drive and Magna Carta Drive. The City's goal is to eventually create continuous, accessible sidewalks along both sides of New Ballas Road.

**Citizen Recommendations
CIP FY2021–FY2025**

Joyce Steiger (200 North New Ballas Road)

Suggestion

Ballas Road is DARK at night. We have a lovely neighborhood, but cannot walk on the sidewalk on Ballas, because it is dark. I see people out walking with flashlights.

Staff Response

The City currently has plans for several projects to improve the pavement and sidewalks along New Ballas Road, and it would be appropriate to explore the feasibility and cost of street and sidewalk lighting as part of those projects.

Adding lights can be a polarizing topic, so the City will want to carefully vet this before putting anything in place.

**Citizen Recommendations
CIP FY2021–FY2025**

David Meyer (433 Shadybrook Drive)

Suggestion

With the recent and proposed construction near the Quailways/Tealbrook U-Turn, I propose the exchange be improved to allow for two lanes of traffic for cars entering Lindbergh. One lane for cars crossing the boulevard, and the other for right turns on Lindbergh. Often, cars wait for 4-5 minutes to take a simple right on red - even longer during periods of heavy traffic.

Thanks for considering this project.

Staff Response

The Missouri Department of Transportation (MoDOT) owns and maintains Lindbergh Boulevard and the U-turn at the Quailways/Tealbrook intersection. I will forward your request to MoDOT, but I think that it is unlikely that they will expand the intersection, because they recently replaced the traffic signal there.

**Citizen Recommendations
CIP FY2021–FY2025**

Barbara Brozek (914 Stablefield Court)

Suggestion

I would like to submit a suggestion for the Capital Improvement list:

Extension of the sidewalk along Ambois Drive near Bellerive elementary school. Currently the sidewalk abruptly stops along Ambois Drive a few hundred yards past the school.

Ambois is a “connector” street which is used for school traffic as well as cars going from Mason to Fernview to Olive to avoid several stoplights on Olive. Cars frequently speed on Ambois, and the street has several sharp/blind turns.

Extending the sidewalk would allow pedestrians - especially school children - to walk safely.

Staff Response

The sidewalks along Ambois Drive are absent in the Bellerive Estates Second Edition subdivision, but are present in the Bellerive Farms and Maison Manor subdivisions. I think that the standard changed (i.e. sidewalks became required) for the latter two subdivisions.

The City is interested in connecting gaps in the sidewalks, but doing so will take time, planning, and public outreach. Sidewalks can be popular until someone realized that it will impact their landscaping, trees, or driveway.

The City is nearly finished with a conceptual plan to add a sidewalk to Fernview Drive. I imagine that a sidewalk on Ambois would begin with a similar process, and I support adding such a plan to the Capital Improvement Program. That said, funding that plan could be a challenge in FY2021.

Instead of rushing into developing a plan, I think that it would be a good idea for City staff to start by asking those who live along Ambois Drive whether or not they would support the addition of a sidewalk in front of their homes. The City will probably need easements from several of the residents to build the sidewalk, so local support will be necessary in order to have a successful project.

**Citizen Recommendations
CIP FY2021–FY2025**

Carolyn Schuerman (11345 Mosley Lane)

Suggestion

Fix Mosley Rd.

Staff Response

The City is currently in the design phase for an upcoming project to improve Mosley Road from Ladue Road to Olive Boulevard. This project will include sidewalk repairs and updates, smoothing out some of the hills, minor widening to move traffic off of the drainage inlets, and a new asphalt surface for Mosley. Construction of the project is scheduled to begin in the spring of 2022 or 2023, depending on how the design and easement acquisition progress.

The City was awarded a federal grant to fund a substantial portion of this project.

The preliminary plans are complete for the project, and the City is now looking toward this summer to hold a public information meeting to discuss the project with the residents along Mosley.

**Citizen Recommendations
CIP FY2021–FY2025**

Kathy Rockamann (159 Carriage Square Drive)

Suggestion

I am a resident of Creve Coeur and live at 159 Carriage Square Drive. I am writing to request that we get some pickleball courts put in in some of our parks. I know that a tennis court can pretty easily be changed to a pickleball court. With all of the tennis courts that we have in all of the city's parks, it seems only fair to have some courts to use for pickleball. Pickleball is fast growing in popularity and is not only for older players. Younger people, even preteens can play it. Please consider this. I feel it could benefit many of our residents.

Staff Response

The demand for pickleball courts has grown in recent years, and the City plans to add more pickleball options in its parks when work is done on the tennis courts. For example, pickleball lines were added to the courts at Venable Memorial Park when the courts there were repaired and repainted in 2018.

The City has considered adding pickleball lines to the existing courts at Lake School Park and Conway Park. The development of the Parks Master Plan also raised the idea of creating designated pickleball courts at a park like Lake School Park. The renovation of the courts at Lake School Park is tentatively scheduled for FY2025.

EXHIBIT D
TEN-YEAR CAPITAL IMPROVEMENT PROGRAM
(COMBINED CAPTIAL FUND AND BUILDING PROJECT BOND FUND)
REVENUE AND EXPENDITURES SUMMARY
FY2016-FY2025

REVENUES	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025
Beginning Fund Balance <i>(est. Cash Basis as of July 1)</i>	\$ 1,326,656	\$ 2,188,311	\$ 12,168,363	\$ 10,885,185	\$ 5,289,202	\$ 3,586,903	\$ 2,592,995	\$ 2,362,141	\$ 2,147,754	\$ 2,278,067
City Sales Tax	\$ 2,056,301	\$ 2,057,326	\$ 2,130,456	\$ 2,167,326	\$ 2,169,930	\$ 2,169,930	\$ 2,169,930	\$ 2,169,930	\$ 2,169,930	\$ 2,169,930
Building Project Bond Fund (Prop P)	\$ -	\$ 10,843,381	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest on Investments	\$ 1,092	\$ 2,923	\$ 125,409	\$ 139,564	\$ 100,500	\$ 24,500	\$ 24,500	\$ 22,500	\$ 22,500	\$ 22,500
Building Project Property Tax Collection	\$ -	\$ -	\$ 824,154	\$ 815,260	\$ 901,000	\$ 901,000	\$ 901,000	\$ 901,000	\$ 901,000	\$ 901,000
Other Agency Funding	\$ 627,305	\$ 662,851	\$ 664,998	\$ 422,276	\$ 479,172	\$ 893,000	\$ 852,500	\$ 868,700	\$ 892,550	\$ 20,000
Proceeds from Equipment Sales	\$ 15,440	\$ 10,420	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Transfers In from Other Funds	\$ 400,000	\$ 400,000	\$ 1,200,000	\$ 400,000	\$ 400,000	\$ 650,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
TOTAL REVENUES	\$ 3,100,138	\$ 13,976,901	\$ 4,945,017	\$ 3,944,426	\$ 4,050,602	\$ 4,648,430	\$ 4,357,930	\$ 4,372,130	\$ 4,395,980	\$ 3,523,430

EXPENDITURES	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025
Government Facilities	\$ 133,986	\$ 482,677	\$ 1,871,699	\$ 6,022,472	\$ 1,836,030	\$ 250,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Parks and Recreational Facilities	\$ 551,553	\$ 163,003	\$ 813,462	\$ 367,850	\$ 246,431	\$ 260,500	\$ 20,000	\$ 425,000	\$ 100,000	\$ 30,500
Stormwater	\$ 40,405	\$ 198,457	\$ 148,370	\$ 3,174	\$ 60,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -
Streets and Sidewalks	\$ 1,492,533	\$ 2,900,591	\$ 2,444,553	\$ 2,034,781	\$ 2,589,383	\$ 3,436,207	\$ 2,891,100	\$ 2,939,960	\$ 2,980,440	\$ 2,124,700
Capital Equipment	\$ 325,710	\$ 252,121	\$ 384,490	\$ 316,864	\$ 205,135	\$ 488,800	\$ 320,700	\$ 381,300	\$ 346,000	\$ 356,100
Administration	\$ -	\$ -	\$ -	\$ 83,612	\$ 93,665	\$ 96,475	\$ 99,369	\$ 102,350	\$ 105,421	\$ 108,583
Debt Service	\$ -	\$ -	\$ 565,622	\$ 711,656	\$ 713,256	\$ 710,356	\$ 716,556	\$ 717,906	\$ 713,806	\$ 727,206
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL EXPENDITURES	\$ 2,544,187	\$ 3,996,849	\$ 6,228,196	\$ 9,540,409	\$ 5,752,900	\$ 5,642,338	\$ 4,588,784	\$ 4,586,517	\$ 4,265,667	\$ 3,367,089
ENDING FUND BALANCE (CASH BASIS)	\$ 1,882,607	\$ 12,168,363	\$ 10,885,184	\$ 5,289,202	\$ 3,586,903	\$ 2,592,995	\$ 2,362,141	\$ 2,147,754	\$ 2,278,067	\$ 2,434,408

Communication: Review Proposed 5-Year Capital Improvement Plan (New Business)

EXHIBIT E
CAPITAL FUND FUTURE PROJECT LIST

FUTURE PROJECT LIST (in alphabetical order)	ESTIMATED COST	NOTES
Ambois Sidewalk Feasibility Study	\$ 30,000	Explore possibility of filling 2,000-foot gap between existing sidewalks on Ambois to connect sidewalk networks.
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 Updgrade/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	MoDOT to make these improvements in FY2021-FY2023.
Fernview Drive/Bellerive Estates Drive Sidewalk Project	\$ 1,050,000	Per Pedestrian Plan; Fernview Sidewalk Feasibility Study completed in 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; Olive-Lindbergh Enhancements in FY2020 and FY2022.
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 Sidewalk 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	Added to the CIP as a Municipal Park Grant Project in FY2021.
New Ballas Road Improvement Project - Phase 3	\$ 1,450,000	Added to the CIP with design phase identified in FY2025.
New Ballas Road Improvement Project - Phase 4	\$ 1,270,000	Moved to Future Projects with reorganization of grant applications in FY2019; federal grant application anticiapated 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	\$ 300,000	Added to the CIP as an anticipated Transportation Alternatives Program grant in FY2022-FY2023.
Office Parkway and Olde Cabin Road Roadway and Sidewalk Improvements	\$ 1,400,000	Project includes both sidewalk improvements and roadway improvements; Craig Road improvements identified as a separate project.
Old Olive Street Road Great Streets - Phase 2	\$ 3,500,000	Roadway reconstruction, sidewalk, and multi-use trail east of Lindbergh
Old Olive Street Road Great Streets - Phase 3	\$ 6,000,000	Roadway reconstruction, sidewalk, and multi-use trail west of Lindbergh
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	Tranferred from CIP FY16-FY20 to Future Project List - no site identified for the building
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 inlcuded in FY2020
Venable Memorial Park Pedestrian Bridge Replacement	\$ 150,000	
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	\$ 95,600.00	MoDOT will install sidewalks along Olive in FY2021-FY2023.

Future Projects are identified projects which either have no available funding or do not have a fully developed scope or estimate.
A comprehensive report on future projects will be presented to the City Council for the CIP work session on Monday, March 9.

*New projects in bold



CREVE COEUR POLICE DEPARTMENT INTEROFFICE MEMO

DATE: March 13, 2020
TO: Chief G. Eidman
FROM: Capt. Tim Koncki
SUBJECT: In-Car and Body-Worn Cameras

Current Police Department policy requires officers to record all official contacts with the public. The Creve Coeur Police Department has been utilizing in-car video cameras for nearly two decades. More recently, the department implemented a limited roll-out of body-worn cameras.

In-car and body-worn cameras create video records of the incidents that officers encounter and how they respond to incidents. The use of in-car and body-worn camera technology has been a great benefit as they help build better relationships with the community by promoting accountability, transparency and legitimacy. Additionally, these cameras assist in improving evidence collection, aiding criminal prosecution, strengthening officer performance, documenting encounters between police and the public, and by assisting in citizen complaints and internal affairs investigations.

The video footage captured from in-car and body-worn cameras has served as an accurate record of police interactions with the community. The body worn-camera video provides an excellent point-of-view perspective from the officer's position. The Creve Coeur traffic officers who have been using the body-worn cameras have endorsed their use. They have all found them extremely valuable tools while going about their job. In addition, patrol supervisors and commanders have found the recordings valuable in conducting performance audits and investigating citizen complaints.

The majority of in-car camera equipment being utilized by the department is over 7 years old and out of warranty. While these in-car cameras have served the department well for the past several years, we have experienced an increase in repair issues. Also, advances in technology have created a need to upgrade the current equipment. The new technology available offers a host of benefits, to include:

- Several officer safety features
- Full integration between body-cam and in-car recordings
- Automatic recording when officer weapon is drawn from holster
- Option for live view from remote locations

- Geo fence programming to eliminate officer error in forgetting to activate camera
- More secure anchoring systems to uniform to ensure camera lens is not pulled from uniform during struggle
- Cloud based storage option that will greatly decrease work hours creating copies
- Smart redaction capability which will reduce time spent fulfilling FOIA and Discovery requests
- Greater battery life than existing equipment

For these reasons, the Police Department recommends a purchase (or lease) of new in-car cameras and a full implementation of body-worn cameras for the police officers working patrol assignments. This would require a purchase (or lease) of equipment for 40 officers and 17 patrol vehicles.

The police department published a “Request for Bid” for 17 in-car cameras and 40 body-worn cameras. There were five bids received before the deadline. They are listed below in alphabetical order, along with cost and minimal requirement comparison.

		Full Integration	Battery Life	File Sharing	Secure Mount	Trade-In	Warranty
Vendor	Cost						
Axon Enterprise	\$ 273,908	x	-	x	-	-	1-year
Coban	\$ 534,139	x	-	x	-	-	3-year
Digital Ally	\$ 295,055	x	-	x	-	x	3-year
KustomSignals	\$ 310,000	x	-	x	-	-	5-year
Utility Associates *	\$ 324,819	x	x	x	x	x	5-year

* 5-Yr Lease

After careful review of all bids, the recommended vendor to supply the equipment and contract is Utility Body Worn. Utility not only meets all of the minimal requirements, but also provides many officer safety and higher quality features in comparison to the other vendors. Some of the safety features of note:

1. **Officer Down Emergency Alert** – system detects when an officer down and immediately starts recording. The system sends a real-time emergency alert with location to Dispatch and nearby police officers.
2. **Gunshot Detection** – body worn units detect nearby gunshots which triggers the recording and alerts all officers.
3. **Live Streaming & Immediate Upload** – officer video recording can be viewed remotely by supervisors when necessary. Videos are immediately uploaded for review with no significant lag time.

4. **Holster Activation** – system starts recording when officers draws his weapon from his holster and also alerts Dispatch.
5. Various other advanced technical settings that will allow for efficient and high quality recording and review.

The agreement with Utility would be a 5-year lease of equipment with all service, repair, replacement and upgrades included. There is no requirement to purchase equipment.

Recently, the St. Louis County Police Department has implemented the Utility camera system. Early reviews from their experience have been favorable. The Bridgeton Police Department is in the process of implementing the Utility camera system.

Respectfully,

Capt Koncki

Capt. Tim Koncki DSN 513

Glenn A. Eidman
Chief of Police



BUSINESS 314-432-8000
FAX 314-432-5691
EMERGENCY 911

CREVE COEUR POLICE DEPARTMENT
300 N. New Ballas Rd.
Creve Coeur, MO 63141-7501

REQUEST FOR BID

March 4, 2020

The Creve Coeur Police Department is requesting bids and pricing for the purchase or lease for a full system of in-car (17 units) and body-worn (40 units) cameras to replace our current equipment. The proposed equipment should:

- fully integrate with each other
- Individual units shall have a battery life to last 16 continuous hours
- Utilize a cloud based storage system, efficient and easy to use redaction software system, and ability to file share with outside entities.
- In-car-video Cameras - the system should have two cameras in the vehicle interior; one showing a front view and a second camera showing the prisoner compartment. Both cameras should have audio capability.
- Trade-in credit for existing in-car and body cam equipment is considered.
- The body cameras must be rugged and able to withstand rough treatment. The camera must be securely mounted to the officer's uniform to ensure it does not become dislodged in the course of duty. Video capture must be continuous without interruption even during adverse conditions of weather or impact.
- The bid should include the cost of equipment, installation, training, maintenance warranty, storage, along with any modifications necessary to existing equipment. The storage system should have the capacity to save 61 days for all recordings as well as additional storage for certain video needed to be retained for longer periods of time.
- The bid shall stand for 7 business days with a return by e-mail, or if preferred a formal bid document of the vendor's choosing. The bids are due back to Captain T. Koncki no later than Thursday, March 12, 2020 at 5pm central time.

Communication: Review of Police Body Cameras (New Business)

Please forward all bids to:

Captain Tim Koncki
350 N. New Ballas Road
Creve Coeur, MO. 63141
(314) 872-0946 Ext 2524
tkoncki@crevecoeurmo.gov

By: Capt. Tim Koncki

On behalf of:
Chief Glen Eidman



Discussion of Warranties, Agreements, Terms and Conditions

Full details regarding Warranties for the BodyWorn™ solution, and Rocket IoT™ in-car video and Interview Room solutions can be accessed in the documents described below, and can be accessed through the links provided.



Utility BodyWorn Hardware Warranty

<http://bit.ly/BW-Hardware-Warranty>

The Utility BodyWorn Hardware Warranty describes the warranty provided on Utility's BodyWorn devices. Under this agreement, Utility guarantees that its devices are free from defects, and agrees to replace any parts or devices that have not been broken under malicious intent or subjected to extreme conditions.



Utility Rocket IoT Hardware Warranty

<http://bit.ly/RIOT-Hardware-Warranty>

The Utility Rocket IoT Hardware Warranty describes the warranty provided on Utility's Rocket IoT manufactured devices. Under this agreement, Utility guarantees that its devices are free from defects, and agrees to replace any parts or devices that have not been broken under malicious intent or subjected to extreme conditions.



Service Level Agreement

<https://www.bodyworn.com/service-agreement>

The Service Level Agreement describes the levels of service, software agreement, and terms and conditions that the client will receive from Utility (the supplier).

The client depends on Utility IT equipment, software and services, some of which are of critical importance to the client. As such, the SLA sets out what levels of availability and support the client is guaranteed to receive, forms an important part of the contract, and enables the two parties to work together effectively.

The Utility "Software as a Service" Agreement (SaaS Agreement) describes Utility's service commitment of software provided to client. The document details the services that will be provided, the environment under which the software will operate, how the software may be upgraded, the uptime of the service, and the hours where support can be reached. Further, the document details permitted usage of the software, restrictions on software usage, the fees that will be assessed, and the terms under which they are due.

The Utility Terms and Conditions detail the conditions under which Utility conducts sales of its proprietary products. This includes liability limitations, logistics of product transfer, protection of intellectual property, payment information, and the jurisdiction under which legal action may be taken.



Data Security



Utility Data Security Documentation

bit.ly/Utility-Data-Security

This Utility Data Security Documentation is a summary overview of the security, performance, reliability, and scalability for Utility hardware, software as a service, and hosting environment. Utility uses a combined hardware and software defense-in-depth architecture to protect the confidentiality, integrity, and availability of customer information. The security and performance architecture adapts automatically to changes in technology, internal and external threats to networks and applications, and to client operations. Third party security risk evaluations are performed to assure the effectiveness of our procedures, methodology, equipment, facilities, and personnel.



Amazon Web Services (AWS)

Utility purchases services from Amazon Web Services to provide backend processing and storage for its software packages. The following documentation explains Amazon's security standards, obligations, and assurances provided for the safety, security, and accessibility of all client data.

AWS Service Organization Controls 3 Report - bit.ly/AWSControls

The AWS Service Organization Controls 3 Report provides an overview of how Amazon maintains operation of technology, people, data, and infrastructure supporting its AWS services.

AWS Overview of Security Processes - bit.ly/AWS-SecurityReport

The AWS Overview of Security Processes describes the systems put in place to assure that Amazon is able to meet the high service and security standards that its clients demand. This includes an in-depth review of how Amazon maintains both physical and electronic security over its cloud services.

CJIS Compliance on AWS - bit.ly/Utility-is-CJIS-Compliant

The CJIS Compliance on AWS document provides Amazon's perspective on and approach to being fully compliant with Criminal Justice Information Standards (CJIS). These standards are set nationally by the Federal Bureau of Investigation (FBI) for information storage, usage, and sharing within law enforcement.



Appendix

Procurement Information on CJIS Compliance

BodyWorn™ and the Rocketlo™ in-car video camera systems with AvailWeb™ are Cloud-based video solutions that meet and exceed standards for CJIS Compliance, and offer a scalable video management and storage platform with high availability and dependability. Cloud-based solutions outperform the alternate — on-premise storage — and protect the confidentiality, integrity, and availability of criminal justice information and data. Cloud-based solutions are fundamental to credibility, by projecting transparency, and preserving your Community's trust.

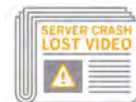
Security - Cloud-based storage is unparalleled security and redundancy.

Rest assured that your video data in the Cloud is much more secure than what lives on a tower or in your server room. Those with the most to protect – from leading defense agencies to global companies - have chosen Cloud-based storage. There is a long and successful track record of law enforcement customers using the Cloud for a wide range of sensitive federal and state government workloads, including CJIS data.



Reliability - Cloud-based storage is unparalleled reliability.

A Cloud-based provider platform virtually eliminates risk of downtime. Amazon S3, for example, is designed to provide 99.99999999% durability and 99.99% availability over a given year, redundantly stored on multiple devices across multiple facilities in geographically separate locations. It is an illusion to think criminal justice information is more reliable in a Department's on-premises local storage facility. One incident with rebuilding 'on-prem' crashed servers - and its unbudgeted cost - is all it takes to prove it. You don't want to be that case study.



Budget - Without the Cloud, agencies spend a lot of the IT budget to manage storage.

That takes funding off the streets, and requires hiring that is difficult to defend and pay for. With cloud storage, that's no longer an issue. Now, you can focus on how the police camera video solution will help you further your law enforcement mission. The video IT piece belongs to somebody else.

Flexibility - Scale up and down to meet your current needs.

In business, this flexibility is key. In government, new expenditures are tough to defend and pay for. With Cloud-based solutions, you no longer have to build for the future, or be constrained by decisions made or contracts signed in the past. You can adjust your video storage expenditures to meet your agency's immediate needs.

Resiliency - No law enforcement agency can ignore resiliency threats.

Yet few have the resources alone to deliver security when your Community itself is in harm's way. Cloud providers' resiliency programs identify, respond to, and recover from a major incident, with contingency management, business continuity, and disaster recovery plans. Cloud-based providers identify critical system components required to maintain the availability of the system, and recover services in the event of an outage from physically separate locations, maintain authoritative backups, employ continuous infrastructure capacity planning, and monitor to ensure successful replication. Cloud-based resiliency means you can keep your promises "To Serve" when most needed in your Community.



Appendix Procurement Information on CJIS Compliance Continued

Cost - Using Cloud technology reduces your storage and maintenance fees.

No more servers, software, and update fees. Many of the hidden costs typically associated with video storage, (and with software implementation, customization, hardware, maintenance, and training) are rolled into a transparent subscription fee. No more need to explain any unanticipated cost – you are covered.

It's Mobile - Internet standards and web services allow you to interconnect services.

Today's cloud-based solutions for law enforcement are managed under secure controls, and in continuous alignment with federal, state and local law enforcement Criminal Justice Information Security (CJIS) policy. This means that you can centralize your law enforcement video and access it from anywhere in the world, on any computer or mobile device, at any time. Your mission-critical video information is fully mobile.

Utility and AWS CJIS Compliance in the Cloud

Utility is fully committed to continually exceeding industry standards for data security including Criminal Justice Information Standards (CJIS). The following documentation provides details on how Utility ensures customer data is secured.

Utility Data Security Documentation

Utility's Data Security Documentation is a summary overview of the security, performance, reliability, and scalability for Utility hardware, software as a service, and hosting environment.

Utility uses a combined hardware and software defense-in-depth architecture to protect the confidentiality, integrity, and availability of customer information. The security and performance architecture adapts automatically to changes in technology, all threats to networks and applications, and to client operations. Third party security risk evaluations are performed to assure the effectiveness of our procedures, methodology, equipment, facilities, and personnel.

Full Document: bit.ly/UA-Data-Security

Amazon Web Services (AWS)

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CJIS Compliance on AWS

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Full Document: bit.ly/Utility-is-CJIS-Compliant

AWS Service Organization Controls 3 Report

The AWS Service Organization Controls 3 Report provides an overview of how Amazon maintains operation of technology, people, data, and infrastructure supporting its AWS services.

Full Document: bit.ly/AWSCControls

AWS Overview of Security Processes

The AWS Overview of Security Processes describes the systems put in place to assure that Amazon is able to meet the high service and security standards that its clients demand. This includes an in-depth review of how Amazon maintains both physical and electronic security over its cloud services.

Full Document: bit.ly/AWS-SecurityReport



The **Smartest** Body Camera Technology

BodyWorn™ by Utility, Inc. is a future-proof solution that overcomes significant pitfalls that are found in competing police body-worn cameras. Utility developed this smart device to provide agencies with greater benefits than a manually operated camera. BodyWorn automatically records, based on policies when triggers are activated. Command centers and 911 dispatchers can send live messages to BodyWorn devices and view live streaming during critical moments. The video, audio and metadata automatically and securely uploads to cloud storage, eliminating the inconvenience of physically docking the device. BodyWorn is more powerful than ever now, with it's Gunshot Detection and Smart Holster Sensors.

- Ⓢ **Automatic Policy-Based Recording**
- Ⓢ **Functional Fusion of Technology and Garment**
- Ⓢ **Secure Automatic Wireless Offload - CJIS Compliant**
- Ⓢ **Integration with the Rocket™ and Rocket IoT™**
- Ⓢ **Real-Time BOLO, Amber, and Silver Alerts**
- Ⓢ **Gunshot Detection**
- Ⓢ **Smart Holster Sensors**
- Ⓢ **Internal GPS and Accelerometer**
- Ⓢ **4G LTE Internet Connectivity**
- Ⓢ **Discrete Alerts for Backup**
- Ⓢ **Hi-Definition Video**
- Ⓢ **Officer Down Alerts**
- Ⓢ **Live Video Streaming**
- Ⓢ **Smart Video Redaction**
- Ⓢ **Wide Field of View**
- Ⓢ **Continuous Battery**





Product Features & Specifications



FEATURES:

- ⦿ Automatic Policy-Based Triggers
- ⦿ Immediate and Secure Evidence Offload
- ⦿ Real-Time Alerting
- ⦿ Officer Down Alerting
- ⦿ Live Video Streaming
- ⦿ Securely Mounted in Uniform

BODY CAMERA

Video

- 720p HD Video Resolution
- 30 Frames per Second
- Automatic High Dynamic Range
- Video Stored in Secure Slice Files
- Automatic Wireless Media Offload Process
- Automatic Secure Wipe after Upload
- Bright LED for Night Recording

Interactive

- Integrated LCD Monitor
- Automatic Officer Assignment
- Automatic Integration with In-Car Video Triggers and Metadata
- Voice/Touch Point Manual Operation Capable
- Covert Mode with Vibrating Notifications
- Bluetooth Communications
- Chain of Custody Validation for each minute of Automatic Video Offload
- Mobile Viewing Screen for Immediate Video Playback
- Accelerometer G-force Recording Triggers

Connectivity

- WiFi Connectivity
- Mass Alert Distribution - BOLO, Silver, Amber
- Cell Phone Replacement Alternative
- Cellular Connectivity Capable
- Receive Text Message Capable
- Voice Command Capable
- Audio Notification Capable

Other Features

- Live Streaming Video Capable
- GPS Position Reporting
- Time, Date, GPS Location in Metadata File
- Integration with Video Mapping Software

Environmental

- Operating temperature: -10° to 40° C
- Fully Rechargeable in just over an hours
- No Electromagnetic Interference



Multiple Mounting Options

Merging the BodyWorn™ technology with the officer's uniform keeps it streamlined and non-threatening. This ensures that the device is beyond the easy reach of criminals and is stable when recording, to provide the optimal audio and video of an incident.



EXTERNAL VEST CARRIER



DUTY SHIRT



SAFETY VEST



FOUL WEATHER JACKET



TACTICAL VEST



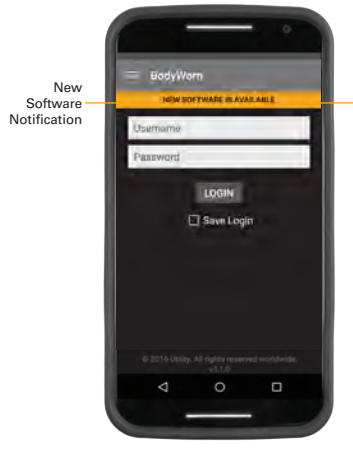
Available in a Variety of Brands, Color and Style Options



BodyWorn User Guide

Software Updates

Over-the-air updates are pushed out to each device and can be downloaded instantly.



Click the 'NEW SOFTWARE IS AVAILABLE' notification bar and follow the prompts to update the BodyWorn software.

Follow the prompts to complete the installation by clicking 'INSTALL'

BodyWorn Login

Login to your BodyWorn™ account with your assigned credentials or built-in NFC chip.



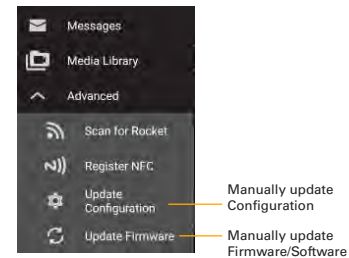
Home Screen

After logging in, you will be taken to the home screen.

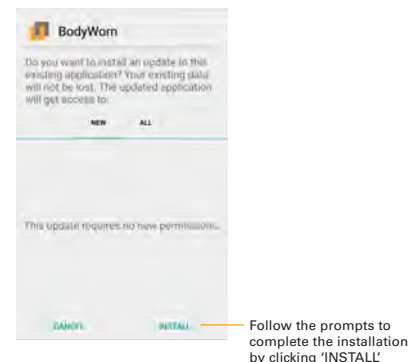


Software Updates

Use the Advanced menu in the Navigation Drawer to download configuration and firmware updates.



The Firmware can also be updated as described on the first page of this User Guide by clicking the notification at the top of the screen.



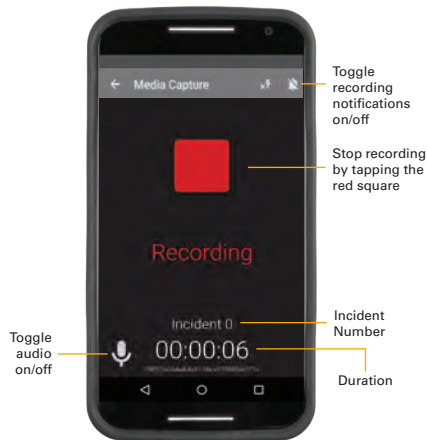


BodyWorn User Guide

Media Capture

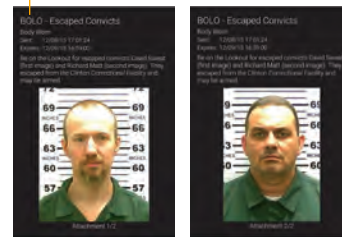
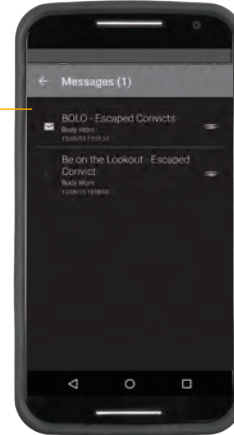
In Media Capture, you can record videos and take pictures.
To access, follow these steps:

1. Click the 'Media Capture/ Media Library' icon
2. Click the 'video camera' icon



Messages

Receive messages like BOLO and Amber/Silver alerts, action zone entries, and 'recording' notifications by Supervisors and Central Dispatch.



Messages can include multiple attachments, written content and a subject line.

Photo Capture

Collect picture evidence to upload to secure storage by tapping the camera icon inside the Media Library tab.

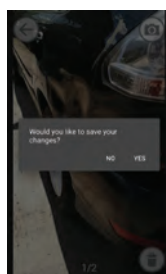
1. Click the 'Media Capture/ Media Library' icon
2. Click the 'camera' icon



Photo Capture



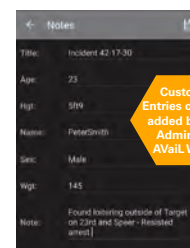
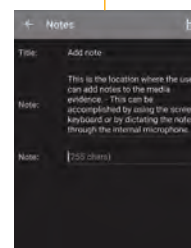
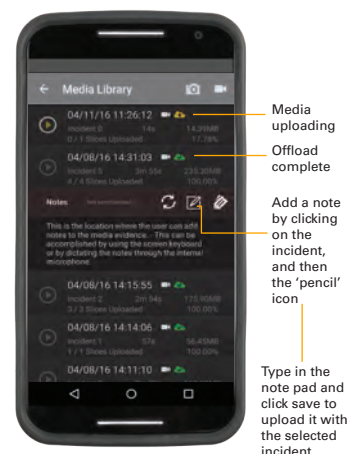
Photo Review



Save the Incident

Media Library/Notes

View uploading and offloaded media in the Media Library. This can be located in the Navigation Drawer or the Media Capture folder.



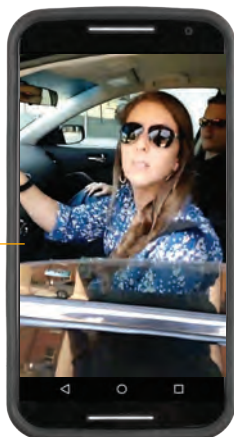
Custom Entries can be added by an Admin in AValt Web



BodyWorn User Guide

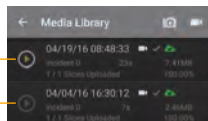
Media Playback

Video Evidence can be played back immediately on the BodyWorn device.



View your media evidence by clicking the incident's play button

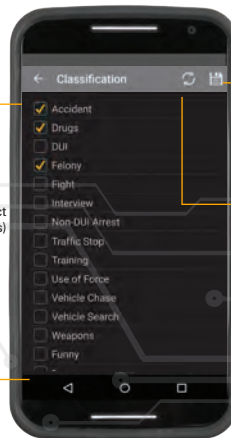
Media is no longer viewable when the play button is gray due to storage limitation or expiration



Adding Classifications

Choose the specific incident you wish to add a classification to within the Media Library. To access, follow these steps:

1. Click the 'Media Capture/ Media Library' icon
2. Click the incident you want to classify, and then the 'tag' icon

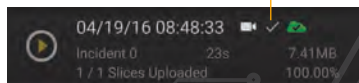


Select Classification(s)

Save Classification(s)

Sync with server

Once a classification is saved, there will be an check mark next to the description in the Media Library.



Bluetooth/Status Check

BodyWorn can be activated through the connected Bluetooth device.



Status Check can be accessed by holding down the Utility icon on the home screen.



Contact Support



1-800-597-4707



support@utility.com



www.BodyWorn.com

Communication: Review of Police Body Cameras (New Business)



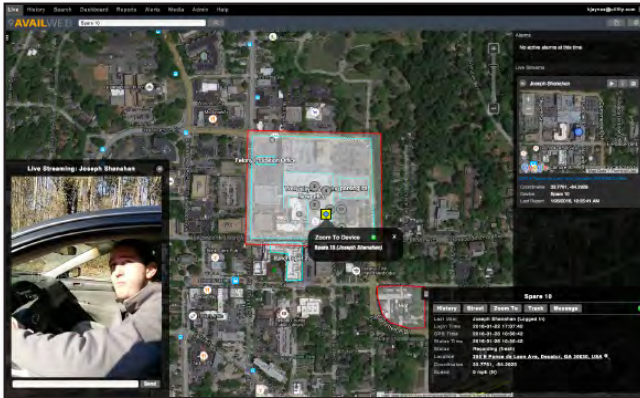
Smarter Digital Evidence Management

AVaiLWEB™ is a powerful web-browser solution that makes it easy yet secure to search, play, manage, redact, and share video and data with a secure chain of custody. The media interface allows multiple related video and audio feeds to be played simultaneously. AVaiLWEB also has live video streaming allowing dispatchers and supervisors to have complete situational awareness. It also provides an automatic real-time, map-based view of location and status of all mobile operations, including vehicles, personnel, and assets. AVaiLWEB provides Geofence alerts, live tracking, traffic and weather overlays, asset overlays and Street Views.

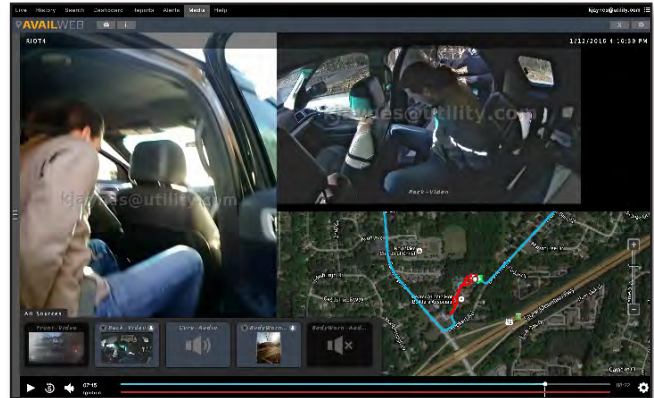
- ⦿ All-In-One Web-Browser Platform
- ⦿ Seamless Transfer of Video
- ⦿ Secure & Unlimited Cloud Storage
- ⦿ Geofence & Action Zone Activation
- ⦿ Synchronized Video & Audio
- ⦿ Video Redaction Tools
- ⦿ Comprehensive Chain of Custody
- ⦿ Customizable Configurations
- ⦿ Multiple Videos from an Incident
- ⦿ Live Map View
- ⦿ Live Video Streaming
- ⦿ Interactive Reporting
- ⦿ Send Real-Time Alerts
- ⦿ Ultimate Witness Portal



LIVE VIDEO STREAMING



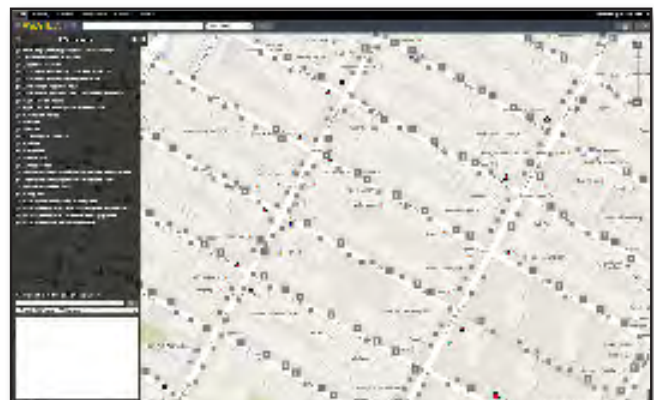
VIDEO TRACKING AND PLAYBACK



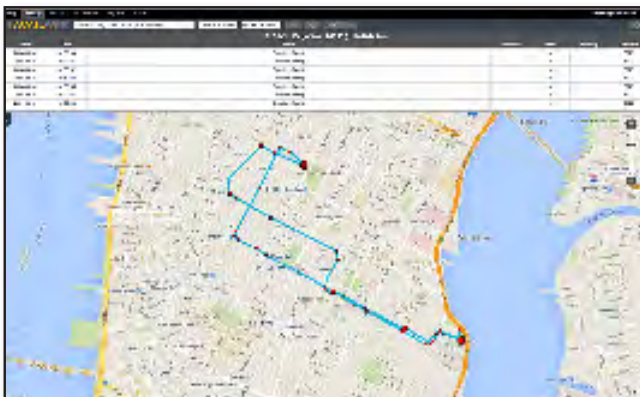
CUSTOM GEOFENCES



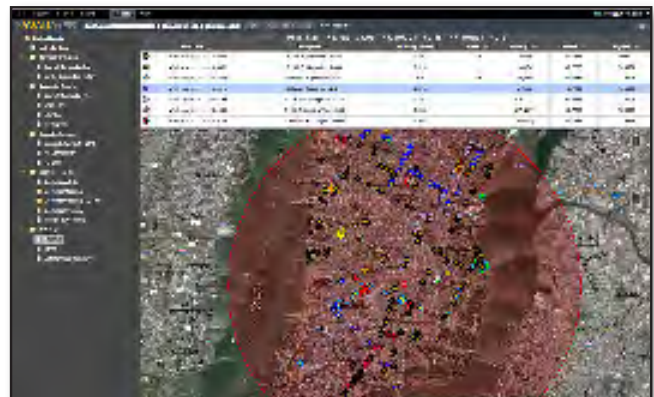
GIS/ESRI DATA OVERLAYS



HISTORICAL GPS TRACKING



CUSTOM DEVICE REPORTS





Smart Redaction

Automated Video Redaction

With SmartRedaction™, law enforcement agencies have the ability to redact video more effectively and efficiently when responding to Public Records Requests for video evidence, such as Freedom of Information Act (FOIA). The process of preparing videos for public dissemination, while maintaining privacy rights of those involved, can be time consuming and expensive. Not with Smart Redaction.



Smart Redaction identifies, tracks and redacts objects and people in a video, alleviating the need for large staff to work long hours to review and manually redact video. Smart Redaction is an industry-leading redaction tool, built for BodyWorn™ and Rocket IoT™ in-car video, that protects the privacy of victims, innocent bystanders, minors and undercover officers, while saving time and money for the agency using it.



Smart Holster Sensor

When Seconds Mean Lives, Intelligence Matters



INTELLIGENT HOLSTER ACTIVATION AND ALERT SYSTEM

- ⦿ Automatic Activation of Body Cameras Upon Removal of Firearm
- ⦿ Real-Time Emergency Alerts to Dispatchers and Nearby Officers
- ⦿ Weeks of Battery Life on One Charge, USB Re-Chargeable
- ⦿ LED Status Indicator with Charge Status Alerts
- ⦿ Installation in Seconds on Most Major Holsters with No Modification Required





Smart Shot 360

Gunshot Detection with Smart Pre-Event Recording



The BODYWORN™ camera uses Artificial Intelligence (AI)

BodyWorn is currently perfecting Gunshot Detection using Artificial Intelligence and sophisticated mathematical processing to detect the sound signature of a nearby gunshot.

ONCE DETECTED, AUTOMATION BEGINS:

④ GUNSHOT ALERT

Central dispatch, all nearby police officers, supervisors, and command staff get immediate alerts that a gun was fired near a police officer. The officer's exact location is shown on the AVAIL map provides automatic backup to "Shots Fired" radio call.

④ POLICY-BASED AUTOMATIC RECORDING START

Video recording starts automatically on recognition of a gunshot. Central dispatch can activate live video streaming from the BodyWorn camera.

④ SMART PRE-EVENT RECORDING

Gunshot recognition causes prior two minutes of video **and audio** to be prepended to the video recording.

④ AUTOMATICALLY CREATE AN ACTION ZONE

An action zone around the Police Officer's location is automatically established. All other BodyWorn and in-vehicle cameras inside the action zone automatically start video recording. All cameras inside the action zone capture two minute Smart pre-event recording with video and audio.

④ AUTOMATICALLY QUARANTINE USE OF FORCE VIDEO

All video recorded inside the gunshot action zone is automatically quarantined for Command Staff Review.



Product Features & Specifications



FEATURES:

- ⦿ 4G LTE Internal Cellular Modem
- ⦿ Supports All Major US Carriers, Dual SIM Capability
- ⦿ Dual WiFi: Hotspot around the vehicle
Access Point for high-speed offload
- ⦿ Integrated Crash Sensor
- ⦿ Integrated Battery Monitoring & Internal
Temperature Sensor (for health monitoring)
- ⦿ Optically Isolated Trigger Inputs & 1 Relay Output
(5 total, 4.5V to 24V)
- ⦿ Integrated Siren Trigger Interface
- ⦿ Integrated On-Board Diagnostics: J1979 (ISO 15675-4),
J1939 (The ISO 15675-4 was mandated in 2008 for all
US cars: Is CAN interface)
- ⦿ Under Voltage Warning / Shutdown
- ⦿ Software Adjustable Shutdown Timer
- ⦿ Integrated GPS with Antenna Detection Technology
(for health monitoring)
- ⦿ Remotely manage network configurations: Firewall,
IPSec, Port Forwarding, Split networking, black and
white list, bandwidth management

ROCKET IOT UNIT

Dimensions: 197mm (l) x 150mm (w) x 43mm (h)

Material: Cast Aluminum

Power: 9 - 24Vdc / 14W

Storage: 120GB Solid State Drive

Processor: Intel Dual Core Atom Processor, 1.33GHz

Memory: 2GB RAM, 1066 MT/s

Connectors: Color Coded, Water Tight, Locking

- 1 RED: Power and On-Board Diagnostics
- 2 DARK BLUE: 4 Ethernet (802.3af PoE 10/100Mb)
- 1 BLUE: 1Gb Ethernet
- 1 BLACK: Triggers (1 Ignition, 4 Programmable Inputs,
1 Siren, 1 Relay Output)
- 1 Radar Interface (RS-232)
- 1 USB 2.0 (optional)

RF Connectors

- 2 FME Cellular
- 2 RSPMA 2.4/5 GHz (WiFi 802.11 g/n/ac MIMO)
- 2 RSPMA 2.4/5 GHz (WiFi 802.11 g/n/ac MIMO)
- 1 SMA GPS

Environmental

- Temperature Range: -20° to 70° C
- IP-67 (submerge 1M for 30min w/ no water ingress)

Certifications

- FCC
- MIL-810G: Shock, Vibration & Temperature

IN-CAR CAMERAS

Front Camera

- 2MP Full HD
- 30 FPS at 1080p (H.264)
- 0.1 LUX Minimum Illumination for
Optimal Low Light Performance
- Auto Day / Night mode
- 3.7mm Lens (Wide Angle)
- Robust Low Profile Mounting

Back Seat (Prisoner)

- 2MP Full HD
- 30 FPS at 1080p (H.264)
- 0 LUX Min Illumination
- Auto Day / Night mode
- Integrated Microphone
- 2.9mm Lens (Wide Angle)
- Robust Mounting Design



Multi-band Antenna



FEATURES:

- ☉ **All-in-one Antenna: GPS, Cellular, WiFi Host & WiFi Client**
- ☉ **Easy to Install**
- ☉ **Certified for Rocket Installations**
- ☉ **Permanent or Temporary Options Available**
- ☉ **Antennas come in Black or White**

SPECIFICATIONS

Frequency & Gain

- **Cable 1:** 694-894 MHz, 3 dBi & 1.7-2.7 GHz, 5 dBi
- **Cable 2:** 2.4 GHz 5 dBi; 4.9-6.0 GHz, 5 dBi
- **Cable 3:** 2.1-2.5 GHz, 5 dBi; 4.4-6.0 GHz, 5 dBi
- **Cable 4 (GPS):** 1575.42 +/- 2 MHz, LNA: 26dB 5 dBi nominal RHCP

VSWR: 2:1 max over range

Nominal Impedance: 50 ohms

Maximum Power: 10 Watts

GPS

- **Noise Figure:** 2.0 dB max, 1.7 dB typical
- **Amplifier Bias:** 2.7 to 5 VDC
- **Current:** 20 mA max, 10 mA typical

Case: 4.2"D x 3.2"H (107 mm x 81 mm)
add ½" (1.3 cm) to height for magbase

Case Material: White or Black UV resistant ASA

MGW Mounting: Magnet Mount

SMW Mounting: Threaded metal stud ¾" dia. x ½" long
(19 mm x 13mm) for ¼" (6mm) thick metal; supplied
with gasket and nut. Other length studs available

Cables

- Cable 1: Cellular FME connector 15ft (4.5 meters)
- Cables 2 & 3: WiFi RPSMA 15ft (4.5 meters)
- Cable 4: GPS SMA 15ft (4.5 meters)

Environmental

- Temperature Range: -40° to +85° C

Certifications

- Shock & Vibration: IEEE1478, EN 61373, MIL-810G, TIA 329.2-C
- Dust/Water Ingress: SMW:IP67, MGW:IPx5



Yard Smart Waypoint



FEATURES:

- Ⓢ High Speed Video/Media Upload
- Ⓢ Secure Store and Forward Technology
- Ⓢ x86 64bit Intel Dual Core Atom Processor, 1.33GHz
- Ⓢ Dual WiFi MIMO
- Ⓢ AES 256 Encryption

SPECIFICATIONS

Dimensions: 197mm (l) x 150mm (w) x 43mm (h)

Material: Cast Aluminum

Power: 9 - 24Vdc / 14W PoE

Storage: 1 TB Solid State Drive

Connectors: Color Coded, Water Tight, Locking

- 1 RED: Power
- 2 DARK BLUE: 4 Ethernet (802.3af PoE 10/100Mb)
- 1 BLUE: 1Gb Ethernet
- 1 USB 2.0 (optional)

RF Connectors

- 2 RSPMA 2.4 GHz (WiFi 802.11 b/g/n MIMO)
- 2 RSPMA 5 GHz (WiFi 802.11 a/n/ac MIMO)

Environmental

- Temperature Range: -20° to 70° C
- IP-67 (submerge 1M for 30min w/ no water ingress)
- NEMA Weatherproof enclosure
- Shielded internal antennas
- Non-conducting fiberglass casing

Certifications

- FCC
- MIL-810G: Shock, Vibration & Temperature



Rocket Locker



FEATURES:

- ☉ Tamper-proof power and antenna connections
- ☉ Rugged composite enclosure
- ☉ Secure with MasterLock Key
- ☉ Easy to Install

Increased Security and Performance

The Rocket Locker is a secure, ruggedized housing that protects the Rocket hardware and peripherals from damage and tampering. Cable connections and hardware can only be accessed with a MasterLock™ Key.

Fully Secure

The Locker seamlessly encloses a Rocket, Booster, and Power Timer, providing a completely environment-proof encasing. Tampering is greatly reduced — no cable connection or hardware can be reached without a key.

Easy Install

The Rocket, Booster, and Power Timer are pre-mounted within the Locker itself, which is then mounted on a bracket, requiring four bolts to hold it in place. The Rocket Locker only takes up a 13"x10"x3.75" space.



Interview Room Solution



FEATURES:

- Ⓢ RocketIoT DVR, Communications & Control Unit
- Ⓢ Cameras with Covert Microphone
- Ⓢ Wall Switch
- Ⓢ Multiple Trigger Options
- Ⓢ Unlimited Evidence Management Software & Storage
- Ⓢ Part of the AVailWEB Ecosystem
- Ⓢ Compatible with BodyWorn through AVailWEB
- Ⓢ Supports Multiple Cameras

SPECIFICATIONS:

DVR

Dimensions: 197mm (l) x 150mm (w) x 43mm (h)

Material: Cast Aluminum

Power: 9 - 24Vdc / 14W

Storage: 120/128GB Solid State Drive

Environmental

- Temperature Range: -20° to 70° C
- IP-67 (submerge 1M for 30min w/ no water ingress)

Certifications

- FCC
- MIL-810G Shock, Vibration & Temperature
- PRCRB

CAMERAS

Image Settings

- 4 Megapixel (2688 x 1536) Resolution

Min Illumination: 0.01 lux at f2.5 (30 IRE, 2400K)

Lens: Fixed Focal, f3.7mm at f2.5

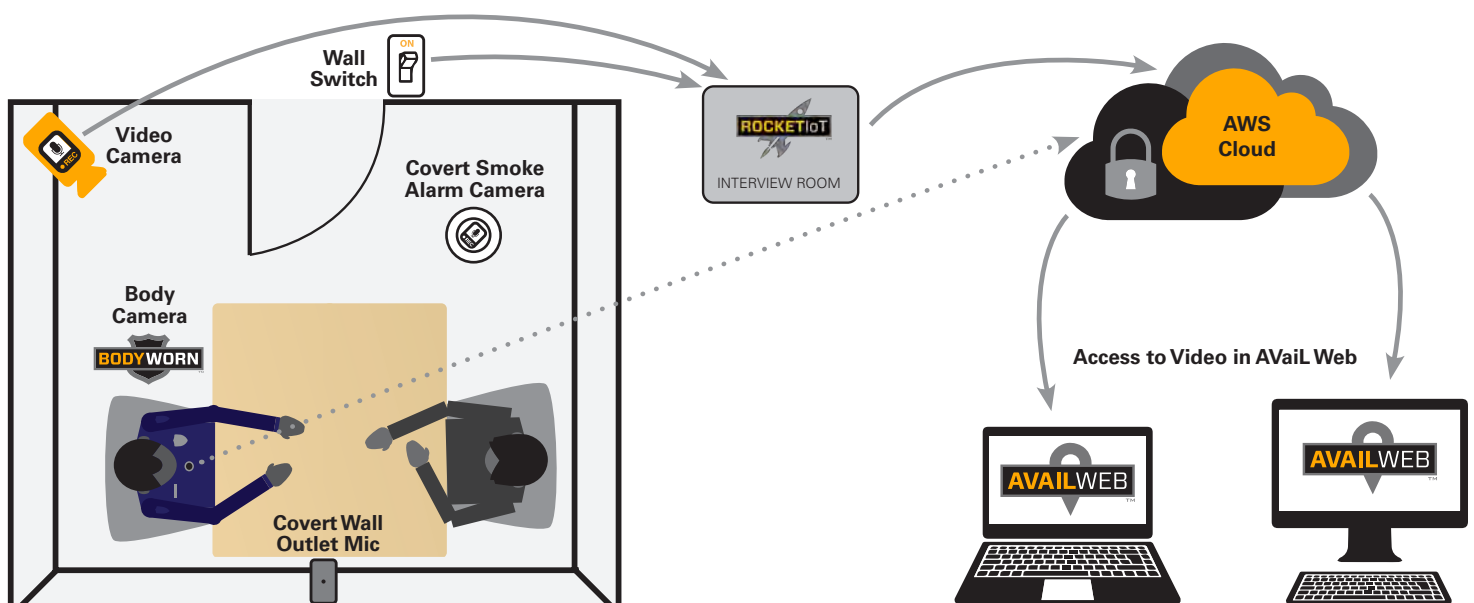
Frame Rate: 30fps (1920 x 1080)

Wide Dynamic Range: Basic WDR (75dB)

Image Sensor: Progressive Scan CMOS

Sensor Size: 1/2.8"

Effective Pixels: 1944(H) x 1224(V) (2.38 MP)



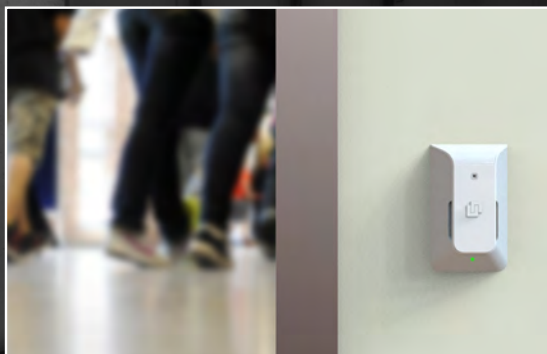
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Revenues



**Finance Committee
March 17, 2020**

Presented by:

**Mark Perkins, City Administrator
&
Lori Obermoeller, Director of Finance**



Alternatives for Revenue Enhancements



- **Gross Receipts Tax**– currently at 7% for Residential & 8% for Commercial, except 5% for Cable
- **Business License Fees** – \$30 per 1,000 Square Feet; Minimum \$40; Maximum \$1,000
- **Parks & Stormwater Sales Tax** – Rate of 0.50%
- **Local Option Use Tax** – Rate of 0.75% if approved by the voters
- **Real Estate Tax** – Currently .075 Residential, .077 Commercial per \$100 AV

Utility Gross Receipt Taxes

- Levy on Gross Sales from telephone, electric, gas, and water companies
- Creve Coeur is authorized up to 10% on all utilities except Cable
 - City charges 7% on Residential Utilities
 - City charges 8% on Commercial Utilities
 - Cable Franchise Tax is 5%
- .5% increase in Residential Electric - \$54,903
- .5% increase in Commercial Electric - \$145,394
- .5% increase in Residential Gas - \$26,755
- .5% increase in Commercial Gas - \$15,407
- .5% increase in Water - \$30,000
- .5% increase in Phone - \$66,288
- .5% increase in ALL utilities (except cable) - \$338,747
 - Impact: .5% increase on a \$200 monthly utility bill - \$1

Utility Gross Receipt Tax Rates as of April 2019

	Res	Comm	Res	Comm	Res	Comm	Res	Comm
<u>City</u>	<u>Elec</u>	<u>Elec</u>	<u>Gas</u>	<u>Gas</u>	<u>Water</u>	<u>Water</u>	<u>Phone</u>	<u>Phone</u>
Olivette	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
Maplewood	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00
Clayton	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00
Frontenac	0.50	8.00	0.50	8.00	0.50	8.00	0.50	8.00
Kirkwood	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50
Creve Coeur	7.00	8.00	7.00	8.00	7.00	8.00	7.00	8.00
Ballwin	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00
Webster Groves	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00
Ladue	6.90	6.90	7.00	7.00	7.00	7.00	7.00	7.00
Town & Country	0.00	6.75	0.00	7.00	0.00	7.00	0.00	7.00
Richmond Heights	5.63	5.63	6.00	6.00	6.00	6.00	6.00	6.00
Maryland Heights	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50
Chesterfield	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Manchester	4.00	4.00	5.00	5.00	5.00	5.00	5.00	5.00
Des Peres	3.50	3.50	4.00	4.00	5.00	5.00	5.00	5.00

Business License Fees

- Business License Fee Options:
 - Flat Fee (115 cities)
 - Gross Receipts (34 cities) – generates the most revenue
 - Number of Employees (6 cities)
 - Square Footage (5 cities including Creve Coeur)
 - Other/Mixed (32 cities)
- Creve Coeur generates \$225K per year
- Removal of \$1,000 cap generates \$40K

Business License Calculation Fee Examples

- Per Gross Receipts:
 - Des Peres - \$1.25 per \$1,000 gross receipts or \$.20 per square foot
 - \$487,817,000 Total Sales X .00125 = \$609,771 or
 - 10,000 sq. ft = 10,000 X .20 = \$2,000
 - Frontenac - .10% of gross receipts (only calculation)
 - \$487,817,000 Total Sales X .10% = \$487,817
 - Town & Country - .2% 1st \$10M; .10% 2nd \$10M; .05% over \$10M
 - \$36,155,268 (\$20M X .20% + \$16,155,268 X .10%) = \$56,155 (1 Business)
- Per Square Footage
 - Creve Coeur - \$.03; maximum \$1,000
 - Maryland Heights \$.02 per square foot
 - Chesterfield – Retail - \$.08; Office - \$.04; Manuf. - \$.02

Business License Fees

Municipality	Total Revenue per Year	# of Licenses Issued each Year	Business License Tax Formula?
Town and Country	\$1,691,788	400	Percentage of Gross Receipts and Linked to Square Footage of Business
City of Des Peres	\$1,116,500	600	Percentage of Gross Receipts and Other
City of Kirkwood	\$773,263	900	Percentage of Gross Receipts
City of Ballwin	\$624,718	343	Percentage of Gross Receipts
City of Chesterfield	\$623,767	2,380	Linked to Square Footage of Business
Maryland Heights	\$550,000		Linked to Square Footage of Business
City of Clayton	\$441,317	900	Percentage of Gross Receipts
City of Webster Groves	\$376,576	571	Percentage of Gross Receipts
City of Frontenac	\$367,075	268	Percentage of Gross Receipts
City of Olivette	\$230,439		Percentage of Gross Receipts and Other
Creve Coeur	\$225,000	1,303	Linked to Square Footage of Business

Sales Taxes

- Local Sales Taxes – current tax rate – 8.4875%
 - *General Sales Tax – 1% “A/B” City
 - *Local Option Sales Tax – 1/8 or 1/4 cent
 - *Capital Improvement Sales Tax – 1/2 cent
 - Economic Development Sales Tax – Up to 1/2 cent
 - Stormwater/Parks Sales Tax – Up to 1/2 cent
- May only be implemented with voter approval

*Adopted by the City of Creve Coeur

Sales & Use Tax Rates

		1/8 or 1/4 CENT	1/2 CENT	CAPITAL IMPROV	UP TO 1/2 CENT STORM & PARKS	UP TO 1/2 CENT ECON. DEV.	UP TO 1/4 CENT FIRE DEPT	Special Taxes	MUNI TAX	TOTAL TAX	LOCAL USE TAX	Out of State Auto
		Chapter 94.850	Chapter 94.890	DISTRIB OPTION	Chapter 644.032	Chapter 67.1305	Chapter 321.242	See Below	RATE	RATE	Chapter 144.757	Retain 32.087
CITY	POP											
Clayton	15,939	Nov-93	Nov-95	1	Apr-97		Apr-14		1.50	9.2375	Nov-18	Apr-16
Des Peres	8,373	Nov-93	Nov-94	1	Aug-00		Nov-03		1.50	9.2375	Aug-96	NA
Frontenac	3,482	Nov-93	Nov-94	1	Nov-04		Apr-02		1.50	9.2375	Apr-16	Apr-16
Kirkwood	27,540	Nov-94	Nov-94	1	Apr-98		Apr-15		1.50	9.2375	Aug-96	NA
Maplewood	8,046	Feb-94	Feb-94	1	Nov-97		Apr-03		1.50	9.2375	Aug-96	NA
Olivette	7,737	Nov-93	Nov-95	1	Apr-02		Nov-01		1.50	9.2375	Aug-96	NA
Richmond Heights	8,603	Nov-93	Jun-94	1	Aug-97		Apr-03		1.50	9.2375	Nov-15	Nov-15
Webster Groves	22,995	Nov-04	Apr-96	2	Apr-99		Nov-04		1.50	9.2375		Apr-16
Ladue	8,521	Nov-93	Nov-94	1	Jun-03				1.25	8.9875		Apr-18
Manchester	18,094	Aug-94	Aug-94	1	Aug-00				1.25	8.9875		Apr-16
Town & Country	10,815	Nov-94	Nov-94	1	Apr-98				1.25	8.9875		Apr-16
Ballwin	30,404		Nov-95	1	Apr-01				1.00	8.7375		Apr-16
Chesterfield	47,484		Nov-96	1	Nov-04				1.00	8.7375		Apr-16
Creve Coeur	17,833	Nov-10	Nov-97	1					0.75	8.4875		Apr-16
Maryland Heights	27,472				Nov-95				0.50	8.2375		Apr-16
									90.25			
# of cities adopting tax		44	79		55	15	17	2	1.114198	AVG.	32	47

Stormwater/Parks Sales Tax

- **Stormwater/Parks Sales Tax** – Up to ½ cent
- May only be implemented with voter approval
 - Not subject to sharing
 - Park and Stormwater capital projects
 - Helps offset park operations of about \$400,000
 - Impact: For every \$100 purchase, additional tax of \$0.50.
- Only 5 cities over 5K population do not levy the parks/stormwater sales tax

Use Tax

- Applied on MO transactions purchased from Out-of-State vendors
 - Applied to the same type of products subject to the traditional Sales Tax
 - Rate applied at the same rate as the local Sales Tax Rate
 - Creve Coeur's current local rate is .75%...possible revenue of \$340K per year after sharing 15% with "Pool"
 - Rate is determined based on Point of Delivery, instead of Point of Sale
 - Vendor remits to the DOR, who then sends back to the municipality
 - Paid predominately by businesses
 - State of Missouri Rate is 4.225%
 - 32 St. Louis County Municipalities have adopted the use tax
- May only be implemented with voter approval



Property Taxes

- 2019 Property Tax Rates
 - Residential \$.075 per \$100 AV
 - Commercial \$.077 per \$100 AV
 - Personal \$0 – NO City Tax Assessed
 - Prop P Debt \$.082 Proposed
- Creve Coeur's Tax Rate is already at the Ceiling or Maximum Allowed
- Voter Increase Tax Rate - \$95,000 more per year for \$.01
 - Impact: \$400,000 market value home is \$7.60 per year

2019 Property Tax Rates

MUNICIPALITIES	RES	COMM	AGRI	PP
BALLWIN	0.0000	0.0000	0.0000	0.0000
CHESTERFIELD	0.0000	0.0000	0.0000	0.0000
*DES PERES	0.0000	0.0000	0.0000	0.0000
MARYLAND HEIGHTS	0.0000	0.0000	0.0000	0.0000
TOWN & COUNTRY	0.0000	0.0000	0.0000	0.0000
CREVE COEUR-Only PP on Debt	0.1570	0.1590	0.1050	0.0820
MANCHESTER	0.3170	0.3170	0.0000	0.3300
*FRONTENAC	0.4350	0.3520	0.0000	0.5530
*KIRKWOOD	0.4630	0.5100	0.0000	0.5570
*RICHMOND HEIGHTS	0.5210	0.6100	0.0000	0.6070
*LADUE	0.6170	0.5660	0.0000	0.7560
*CLAYTON	0.6880	0.8020	0.0000	0.9010
*WEBSTER GROVES	0.7170	0.7240	0.0000	0.9020
*MAPLEWOOD	0.9610	1.3880	0.0000	1.6170
*OLIVETTE	1.1460	1.3820	0.0000	1.4260
*Denotes City with Fire Department				

Comments/Questions?





**City of Creve Coeur
Finance Committee
FY20 Meeting Schedule
Meeting Time 4:00 PM to 5:30 PM**

DATE	TOPIC
August 27, 2019	Nominate Chair & Committee Liaisons Review Employee & Retired Benefits Review Fraud Risk Assessment Review 4 th Quarter Financials and Year-End Adoption of Old Olive Street Road Further Discussion of Revenue Options
September 10, 2109	Discuss Approach Reviewing Employee Benefits
October 22, 2019	Review of 1 st Quarter Financials, Further Discussion of Revenue Options
November 5, 2019	Discuss Employee Benefits
January 7, 2020	Discuss Employee Benefits Update on Finance Task Force
February 4, 2020	Review of 2nd Quarter Financials, Review of Financial Policies
February 24, 2020 - Canceled	Joint Work Session with the City Council to Preview the FY21 Budget
March 9, 2020	Joint Work Session with City Council to Review of Proposed 5-Year Capital Plan
March 17, 2020	Review Proposed 5-Year Capital Plan
April 21, 2020	Review Proposed Budget Preview
May 5, 2020	Review of Proposed Budget, Review 3 rd Quarter Financials
June 2, 2020	Olive/Graeser TDD Audit (every 3 years) Nominate Chair

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.