



To: Mayor and City Council  
From: Mark Perkins, City Administrator  
Date: February 26, 2018; updated March 14, 2018  
Re: Capital Improvement Program Update – FY2019-2023

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The proposed Capital Improvement Program (CIP) for the five-year period beginning July 1, 2018 is provided herein. This year, the overview of the five-year capital plan includes the Capital Fund, as well as the Building Project Fund and its associated Debt Service.

The plan is also being submitted to the Planning and Zoning Commission and Finance Committee for their review and comment. A public hearing before the City Council is scheduled for Monday, April 9. As in previous years, input from the public, City staff, and the City's boards, commissions and committees has been considered as part of the CIP update.

## **CAPITAL FUND**

### **Capital Fund Revenues**

The ½ cent capital improvement sales tax is the major funding source for the CIP. Capital sales tax revenues are projected to be \$2,046,955 at the end of the current fiscal year compared to last year's total of \$2,057,326, or a decrease of approximately .5%. Sales tax revenue is projected to remain flat in fiscal years 2019 through 2023, consistent with a decade-long trend.

A General Fund transfer of \$400,000 is proposed for fiscal years FY19-FY21. 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, and gasoline tax revenues; however, as a result of stagnant General Fund sales revenues, no transfers to the Capital Fund are scheduled for FY22-FY23.

The City has been successful in obtaining grant funding for several street and park projects as indicated on the revenue detail on Exhibit A. It is anticipated that we will be able to obtain future grant funding during the course of the five-year program to supplement the plan as presented.

### **Capital Fund Expenditures**

Capital outlay for the next five years ranges from approximately \$2.23 million to \$3.21 million annually. These figures will likely increase as federal transportation funds are secured for certain projects.

Previously, debt service had comprised a significant portion of the City's CIP dollars since the purchase and construction of Millennium Park in 2000. In FY14, the debt was retired, six years ahead of schedule. By paying off this debt early (\$4,250,897), the city saved a considerable amount in interest expense.

Status updates for FY18 projects and CIP FY19-23 highlights for each major category follow:

### 9501 Building & Improvement Projects

Americans with Disabilities Act Improvement (ADA) / Community Development Block Grant (CDBG) (\$20,000/FY18; \$20,000 FY19-FY23) – FY18 Funds were used for ADA accessibility improvements to the pedestrian signals at two intersections: North New Ballas Road at Studt Avenue and Ladue Road at Spoede Road. In FY19, improvements to the pedestrian signal on North New Ballas Road north of Rocky Drive and south of Old Ballas Road are planned. Staff continue to research suitable uses for federal CDBG funds in FY20 and beyond. The application for these funds and commitment to a particular project typically occurs one year prior to the fiscal year in which the funds are spent.

Government Center Renovations Design (\$50,000/FY20; \$200,000/future) – In FY17, voters with the passage of a bond measure (Prop P) to construct a new Police Department building and to provide security and accessibility improvements to the existing Government Center building. This project involves designing renovations to the Creve Coeur Government Center to include modification to the City Council chamber, employee work spaces, and building equipment, such as the electrical service switchgear. Costs associated with the accessibility and safety improvements to the Government Center will be paid from the Building Project Bond Fund as outlined in Prop P.

Police Firing Range Improvements (\$100,000/FY18) – Projects includes the demolition, disposal, and removal of the current target-retrieval system and bullet trap system in the firing range. The existing range was built in 1974 with a shelf life of 15 years. The \$100,000 project cost will be offset with \$15,000 in proceeds from the Police Department drug seizures and \$30,000 in City Council-approved donations.

### 9506 Park Development Projects

Park Improvements Grant Match (\$25,000/FY23) – 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 ever two years. The CIP includes specific project descriptions for FY19 and FY21 and are highlighted below. The project for FY23 has not yet been determined.

Golf Course Cart Path/Bridge/Fence Replacement (\$50,953/prior; \$518,114/FY18) – The City was successful in receiving a St. Louis Municipal Park Grant to resurface the asphalt cart paths, replace two of the cart bridges, and replace a portion of the fence at the Creve Coeur Golf Course per the Golf Course Needs Assessment. The project cost will be offset by \$455,150 in grant funding.

Ice Arena Refrigerant Switch-Over Grant Match (\$75,000/FY21) – 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 CO<sub>2</sub>, is estimated to be \$550,000. An application for a Municipal Park Grant is anticipated in FY21.

Playground Safety Surface Replacement (\$56,508/prior; \$75,000/FY21) – This project includes the replacement of damaged areas and rejuvenation of the rubberized safety surface beneath the City's playgrounds. The playground at Millennium Park was replaced in FY17 because it was the most urgent need. Staff will continue to assess the park with the most-needed surface repairs for the funds slated in FY21; however, other playgrounds will require replacement in the future.

Golf Course Irrigation System Replacement Design and Grant Match (\$12,000/FY18; \$22,500/FY19) – This project includes the design of a new irrigation system and the 5% grant match required to replace the existing irrigation system at the Creve Coeur Golf Course estimated to cost \$450,000. The existing system is 42 years old and is becoming unserviceable because of its age. Staff will pursue a grant through the St. Louis Municipal Park Grant Commission in FY19, and construction would be planned for FY19.

Park Bridge Replacement (\$75,007/prior; \$30,000/FY19) – This project includes the review of replacement or rehabilitation options for two existing vehicular bridges: the bridge at Malcolm Terrace Park near the end of Townsend Street and the maintenance bridge at the Creve Coeur Golf Course. The design that began in FY17 found the bridge at Malcolm Terrace Park to be structurally sound, although substantial stream bank protection is required. The maintenance bridge at the Creve Coeur Golf Course must be replaced. Evaluation of the replacement options for the Creve Coeur Golf Course bridge is planned for FY19, but the stream and bridge stabilization required for the Malcolm Terrace Park bridge has been moved to a “future project.”

Ice Arena Office Area Improvements (\$10,000/FY18) – This project involves replacement of a large office window with severe water damage and is not energy efficient.

Historic Building Renovation and Preservation (\$30,000/FY18) – This project involves an architectural assessment of the current conditions of two historical log cabins in Conway Park and one historic school house in Lake School Park, as well as recommendations and design specifications for improving and maintaining these buildings in a historically conscious manner. All three buildings have structural and deterioration issues that have progressed beyond routine maintenance.

Tennis Court Repairs (\$50,000/FY18; \$35,000/FY21; \$50,000/FY23) – This project involves the repairs to and resurfacing of the tennis courts in the City’s parks in order to maintain the quality necessary for safe and enjoyable play. Improvements are planned for Beirne Park in FY18, Conway Park in FY21 and Lake School Park in FY23.

Park Trail Improvements Grant Match (\$15,000/FY20) – This project involves resurfacing two asphalt trails and the parking lot at Malcolm Terrace Park. The cost reflects the City’s portion (20%) of a \$75,000 project funded by a federal grant through the Recreational Trails Program. City staff will apply for the grant in FY18, and, if successful, construction would be expected in FY20.

Dielmann Recreation Complex Parking Lot Retaining Wall (\$1,050/prior; \$24,663/FY18) – This project included replacement of a deteriorating railroad tie wall and adjacent concrete block wall at the Dielmann Recreation Complex’s east parking lot. These walls were damaged by a tree that fell in the parking lot in FY17. The new wall is a modular block wall. Cost was partially offset from an insurance payment in FY17.

Dielmann Recreation Complex Emergency HVAC Replacement (\$130,000/FY18) – This project included the emergency replacement of critical elements to the HVAC system at the Dielmann Recreation Complex which failed in late spring FY17. Replacement of failed elements included the boiler, condenser and air handler which affected all common areas of the complex including the offices, concession area and warming area outside the skating rink.

City Entrance and Park Identification Signage Master Plan (\$20,000/FY19) – This project includes contracting with a consultant to design new City entrance signs/monuments, park identification signs/monuments, and directional signs leading visitors to City facilities per the City’s Strategic Plan FY18-21.

Parks Master Plan (\$50,000/FY19) – This project includes 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.

### 9509 Stormwater Projects

Stormwater Master Plan Projects (\$150,000/FY21) – The Stormwater Master Plan update completed in 2012 identified several projects to be completed over the next several years. The scope of some stormwater projects is greater than what this program can afford, therefore these projects are listed separately below.

Middlebrook Drive Stormwater Improvements (\$34,975/prior; \$7,100/FY18; \$250,000/FY19) – Project includes replacing the culvert pipes under Middlebrook Drive and making associated repairs to the roadway. In FY13, \$31,075 was spent for the design for this project. In FY16 & FY18, the project’s plans and easement documents were updated. The project has been identified as a high priority by the Stormwater Committee.

Alden Lane Culvert Improvements (\$37,599/prior; \$141,936/FY18) – Project included the design (FY16) and construction (FY17-FY18) of an extension to an existing drainage culvert that carries Alden Lane over a creek. The project had been identified as urgent by the Stormwater Committee, because a part of the culvert had begun to collapse.

### 9510 Street & Sidewalk Projects

Street and Sidewalk Maintenance Program (\$1,125,000/FY18; \$1,250,000/FY19) – The majority of CIP expenditures are dedicated to preserving the City’s streets and sidewalks through concrete-slab replacement, asphalt overlay, and other preservation techniques. Priorities are guided by the City’s infrastructure management program and street rating system. In FY16, the City had a complete review of the conditions of the City’s pavement network which is used to further assist in prioritization of repairs.

Street Reconstruction (\$300,000/FY18-FY22) – Several of the City’s streets are in poor condition and require extensive rehabilitation or reconstruction. Among these are ‘composite’ streets – asphalt over concrete – that are beyond their useful lives. In FY18, the City started work in the Ladue Estates subdivision, and work will continue in this subdivision in FY19. The FY23 budget has been reduced to zero in order to compensate for the work expected on Mosley Road that year.

Coeur De Ville Drive Improvements – (\$761,122/prior; \$80,000/FY19) – An engineering design began in FY14 through FY16 with construction beginning in FY17 with completion in FY19. The City secured a federal grant to cover \$419,533 of the project cost. The project involved the partial reconstruction of the City-owned portion

of Coeur de Ville between Parc Provence and Royal Valley Drive, as well as sidewalk repairs and accessibility ramps from Olive Boulevard to Ladue Road. Additional plantings were installed between Coeur De Ville and I-270 including around the MoDOT equipment storage area to create a visual barrier. The scope of the project expanded in FY17 to include additional sidewalk replacement, prompting the need for a second phase of design and construction (FY18 & FY19).

Warson Road Improvement Project (\$78,673/prior; \$664,000/FY18) – The City was successful in obtaining a federal grant (\$428,800) for an asphalt resurfacing and sidewalk accessibility improvement project from the City's southern city limits to Olive Boulevard. Prior years reflect design and engineering fees with construction in FY18.

Emerson Road Improvement Project (\$40,000/FY18; \$34,508/FY19; \$592,000/FY20) – 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 DeSmet Jesuit High School. FY18-FY19 cost is for design and engineering, and the FY19-FY20 cost represents construction of the project. The City was successful in receiving a federal grant which will fund up to \$444,000 of the construction costs.

Mosley Road Improvement Projects – North and South Phases (\$86,768/prior; \$150,000/FY19; \$20,000/FY21; \$155,000/FY22; \$400,000/FY23) – The project includes completing the design for Mosley Road, acquiring the necessary easements, and construction of the roadway improvements in a two-phase project. The “North Phase” would be from Olive Boulevard to Mosley Acres Drive, and the “South Phase” would be from Mosley Acres Drive to Ladue Road. The roadway work will include minor widening, slight vertical and horizontal alignment changes where necessary, utility relocation, stormwater improvements, sidewalk accessibility improvements, and pavement resurfacing. A conceptual design was completed in FY14-16 (\$86,768). City staff plans to apply for a federal grant in FY18 to assist with 80% of the cost of the right of way and construction portions of the “North Phase.” Another grant application may be made for the “South Phase” project, but it appears that the City may need to pay the entire cost of this project. The FY23 Roadway Reconstruction/Rehabilitation budget has been tentatively designated for Mosley Road.

New Ballas Improvement Project Grant Match Phase 1, Phase 2 and Phase 3 (\$250,000/FY21; \$50,000/FY22; \$300,000/FY23; \$525,000/Future) – The entire 3-phase project includes pavement resurfacing, concrete curb and sidewalk replacement, and accessibility improvements along New Ballas Road from Conway Road to Olive Boulevard. Phase 1 includes 100% of the design for all three phases and improvements on New Ballas Road from Conway Road to Ladue Road. Phase 2 includes improvements from Ladue Road to Magna Carta Drive. Phase 3 continues improvements from Magna Carta Drive to Olive Boulevard. The grant match includes 100% of the cost of design and 20% of the construction cost. The city initially applied for Phase 1 grant in FY15, but was unsuccessful. Staff will reapply in FY18.

Fernview Drive Resurfacing Project (\$50,000/FY19; \$336,000/FY21) – The project involves asphalt pavement resurfacing along Fernview Drive from Gallagher Road to Olive Boulevard. The City was awarded a federal grant which will reimburse up to \$250,000 of the construction cost. The design phase for this project is scheduled for FY19 and construction in FY21. Sidewalks were not included as part of this project, because further study and public outreach is required to determine the feasibility of adding sidewalks. A separate “future project” has been included in the CIP for Fernview and Bellerive Estates sidewalks. The total resurfacing project cost is anticipated to be \$386,000 with the city share to be \$136,000.

North New Ballas Road Sidewalk Phase 2A (\$20,131/prior; \$87,070/FY18; \$285,000/FY19) – This project includes the design and construction of a sidewalk along the west side of North New Ballas Road from Ladue Road to DeSmet Jesuit High School. The City was awarded a federal Transportation Alternatives Program grant to fund \$254,400, or approximately 70% of the estimated cost of land acquisition and construction.

Craig Road Concept Improvement Plan (\$40,000/FY19) – This project involves engineering design services to develop concept-level improvement plans for Craig Road between Olde Cabin Road and Olive Boulevard. A concept improvement plan provides better understanding of options for roadway and sidewalk improvements and provides a basis for pursuing federal grant assistance.

Old Olive Street Road Great Streets Study Grant Match (\$50,000/FY18) – The project involves a “Great Streets” planning study for Old Olive Street Road that will be run by the East-West Gateway Council of Governments in partnership with St. Louis County and the City of Creve Coeur. A Great Streets study provides guidance for how to best use the public right of way to support different modes of transportation and current and future uses in a practical and attractive way. The recent development of the 39 North Master Plan has brought new focus to this portion of the City. The one-year effort will include significant public involvement. The partnership included contributions of \$50,000 (10%) from each St. Louis County and the City for what is anticipated to be a \$500,000 planning study.

Ladue Road Emergency Repair (\$19,180/prior; \$771,860/FY18) – The project included emergency roadway stabilization and pavement repair work along Ladue Road just east of New Ballas Road. The hillside that supports the south side of Ladue Road failed due to a combination of its steep slope and soil saturation following heavy rains. The project cost of \$791,040 was paid for by city reserves established several years ago to fund a roadway emergency such as this.

Signal Enhancement Projects (\$121,268/FY18; \$100,000/FY19) – The Missouri Department of Transportation (MoDOT) plans to replace several traffic signals along Lindbergh Boulevard and Olive Boulevard in FY18. The City and the Olive Boulevard Transportation Development District (Olive TDD) have entered into a partnership with MoDOT to add illuminated street name signs and black powder coating to these new signals. Additional lighting and signal enhancements are planned for North New Ballas Road in FY19. The City’s share of this project is anticipated to be \$131,268 of the total \$221,268 cost.

#### 9516 Capital Equipment

Proposed funding for capital equipment ranges from \$280,544 to \$446,545 per year over the next five years. Only capital equipment with a cost of \$20,000 or more, and a useful life of five years or longer are included in the CIP.

Public Works Equipment (\$225,265/FY18; \$312,372/FY19) – All capital equipment approved in FY18 was purchased under budget. Costs and equipment purchases vary and are described in-depth in the 5-year Fleet Replacement Report FY19-23.

Ice Resurfacing Vehicle Replacement (\$74,500/FY18) – The City purchased a 2014 Olympia for the Ice Arena at the Dielmann Recreation Complex to replace a 15-year-old Olympia that was at the end of its useful life.

Comprehensive Hardware and Software System Phase 2 (\$65,000/FY18; \$98,000/FY19) – This project includes Phase 2 of a comprehensive software system purchase with Tyler Technologies to improve city processes pertaining to applicant tracking, miscellaneous accounts receivable, asset management, permitting and land management, code enforcement and a customer portal for permitting and inspections. In FY18, the hardware necessary to host Phase 1, Phase 2 software and all city data was purchased (\$65,000). Also in FY18, the software modules for Phase 1 including general ledger, budgeting and payroll/human resources and was purchased from the General Fund.

Police Investigations Vehicle Replacement (\$30,000/FY19) – This project includes the purchase of a 2018 Dodge Durango Special Service Package AWD Sport Utility vehicle for investigative and surveillance purposes for the Police Department. The 10-year-old Chevrolet TrailBlazer may be sold at auction and is anticipated to offset expenses by \$10,000.

Golf Course Sprayer Replacement (\$30,000/FY21) – This project is to purchase a new spray system and chassis for turf maintenance and treatment. The new sprayer would replace the current 1997 Toro 3100 workman and the 2004 Toro spray system used by the Creve Coeur Golf Course. The chassis is 21 years old with a life expectancy of 12 to 14 years, and the current spray system is 14 years old with a life expectancy of a 12 to 14 years.

#### Administration

Project Manager (\$436,275/FY19-FY23 total) – Project Manager costs associated with the salary and benefits for a full-time employee to oversee the Capital Improvement Program in the field. City staff have been successful in obtaining grants to offset costs associated with capital improvements. Grant administration requires oversight by Public Works staff in-house to monitor costs and schedules associated with large grant projects as well as staff to oversee construction of those projects in the field.

#### **Capital Fund - Future Project List**

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

#### **BUILDING PROJECT FUND (PROP P)**

##### **Building Project Fund Revenues**

In November 2016, Creve Coeur residents voted to approve a \$10.69 million bond measure to provide funding to build a new building for the Police Department and to make accessibility and security improvements to the existing Government Center building at 300 N. New Ballas Road. The bonds were publically sold and the revenue was received by the City in FY17.

##### **Building Project Fund Expenses**

###### *9501 – Building & Improvement Projects*

Professional Services (\$950,000/prior; \$200,000/FY19). 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 FY17-FY18. Construction-related professional services began in FY18 and are expected to be finished with the anticipated completion of the building in FY19.

Site Work and Building Construction (\$3,290,703/prior; \$5,460,217/FY19) – This phase of the project includes the site work, building construction, finishes and furnishing of the new building for the Police Department. Site work is expected to be complete in FY18, and the building is expected to be complete, fully functional and occupied in FY19.

Bond Financing (\$151,631/prior) – This aspect of the project included the necessary service costs associated with issuing and managing the bonds for the project which were incurred in FY17.

Government Center Accessibility and Security Improvements (\$521,059/FY21) – This project involves assessment of and improvements to various aspects of the Creve Coeur Government Center building in order to bring the building into better compliance with current accessibility and security standards and expectations. These improvements were specifically outlined in the bond referendum.

## **DEBT SERVICE**

### **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 \$3.94 million for FY19-FY23.

### **Debt Service Expenses**

The debt service expenses associated with the Building Project Fund will be paid through the real and property taxes for the next 20 years (sunset in 2037). The debt service expenditures, including interest and principal expenses, are estimated to be approximately \$3.56 million for FY19-FY23.

## **ALL PROJECT DESCRIPTIONS**

Detailed project description sheets for CIP FY19-FY23 description sheets for Future Projects, as well as the information included herein, are available on the City's website [www.creve-coeur.org/cip](http://www.creve-coeur.org/cip).

## **SCHEDULE**

The CIP FY19-FY23 Schedule is located on the following page.

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

## **ATTACHMENTS**

Exhibit A – CIP FY19-FY23 Spreadsheet (Capital Fund & Building Project Fund)

Exhibit B – CIP FY19-FY23 Capital Fund Project Descriptions & Future Project Descriptions; Building Project Fund Project Descriptions

Exhibit C – CIP FY19-FY23 Citizen Recommendations & Staff Responses

Exhibit D – CIP FY14-FY23 Overview Spreadsheet  
Exhibit E – Capital Fund Future Project List

**CAPITAL IMPROVEMENT PROGRAM  
FY 2019-2023 SCHEDULE FOR ANNUAL UPDATE**

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December 1, 2017 – January 8, 2018	Solicit input from citizens, City committees, and City staff
January-February 2018	Staff research, analysis and compilation
February 26, 2018	Proposed CIP submitted to City Council, P&Z and Finance Possible initial City Council Work Session
March 5, 2018	Planning & Zoning Commission Review
March 6 & 20, 2018	Finance Committee Review
March 12 & 26, 2017	Possible City Council Work Sessions
April 9, 2018	Public Hearing before City Council Possible City Council Approval