



City of Creve Coeur

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

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

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

CAPITAL FUND

Capital Fund Revenues

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

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

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

Capital Fund Expenditures

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

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

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

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

9501 Building & Improvement Projects

1. Americans with Disabilities Act (ADA) Improvements / Community Development Block Grant (CDBG)
FY2019: \$23,850. FY2020 – FY2023: \$20,000 annually
FY2019 Funds have been dedicated for accessibility improvements to the pedestrian signals at the signalized intersection between Rocky Drive and Old Ballas Road. FY2020 funds are to be used for similar improvements to the signal at the intersection of North New Ballas Road and Magna Carta Drive. The application for these funds and commitment to a particular project typically occur one year prior to the fiscal year in which the funds are spent.

2. Government Center Renovations Design
FY2021: \$50,000. Future: \$200,000
This project involves designing renovations to the Creve Coeur Government Center to include modification to the City Council chamber, employee work spaces, and building equipment, such as the electrical service switchgear. Costs associated with the accessibility and safety improvements to the Government Center will be paid from the Building Project Bond Fund as outlined in Prop P.

3. Police Firing Range Improvements
FY2019: \$89,201.
This project included the demolition, disposal, and removal of the current target-retrieval system and bullet trap system in the Police Department's firing range. The existing range was built in 1974 and had an expected life of 15 years. The \$109,200 project cost was offset by private donations of \$25,000 and \$20,000 in proceeds from the Police Department's drug seizures. The cost to the City's Capital Fund was then reduced to a net \$32,101 when the remaining cost of the project was split between the Public Safety Fund and the Capital Fund.

9506 Park Development Projects

1. Park Improvements Grant Match
No funding specified in five year plan. Future: \$30,500.
This line item contains place holders for the City's matching funds for Municipal Park Grant applications, which the City pursues on odd-numbered fiscal years. The proposed CIP includes specific project descriptions for FY2021 (Ice Arena Refrigerant Switchover) and FY2023 (Tennis Court Replacement), with highlights of each below.

4. Golf Course Irrigation System Replacement Design and Grant Match
FY2018: \$10,500. FY2019: \$0.
The original intent for this project was to be the design and grant match for an application for a Municipal Park Grant for the replacement of the existing irrigation system at the Creve Coeur Golf Course. Originally estimated to cost \$450,000, the design found that this system would cost over \$800,000. This project was moved to be a "future project" as a result.

7. Ice Arena Improvements

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

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

8. Park Bridge Replacement

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

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

9. Parks Master Plan

FY2019: \$50,000.

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

10. Creve-Coeur-Frontenac Missouri Pacific Trail Study

FY2020: \$30,000.

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

11. Dielmann Recreation Complex Parking Lot Lighting

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

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

12. Historic Building Renovation and Preservation

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

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

13. Ice Arena Compressor Replacement

FY2020: \$30,000.

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

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

14. Tennis Court Repairs

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

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

15. Dielmann Recreation Complex HVAC Replacement – Phase 2

FY2021: \$110,000.

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

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

FY2021: \$75,000

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

17. Malcolm Terrace Park Trail Improvements (Grant Match)

FY2021: \$15,000.

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

18. Playground Safety Surface Replacement

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

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

19. City Entrance and Park Identification Signage Master Plan

FY2022: \$20,000.

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

20. Millennium Park Trail Study

FY2022: \$30,000.

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

21. Ice Arena Floor Replacement

FY2023: \$200,000.

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

22. Tennis Court Replacement Project (Grant Match)

FY2023: \$30,000.

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

9509 Stormwater Projects

1. Stormwater Improvements per Master Plan

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

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

4. Middlebrook Drive Stormwater Improvements

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

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

9510 Street & Sidewalk Projects

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

1. Street and Sidewalk Maintenance Program

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

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

2. Street Reconstruction

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

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

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

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

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

6. Signal Enhancement Projects

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

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

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

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

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

9. Craig Road Improvements (Design and Grant Match)

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

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

10. Emerson Road Improvement Project (federal STP grant)

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

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

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

9516 Capital Equipment

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

1. Public Works Capital Equipment
FY2019: \$312,272. FY2020: \$88,948.
A two-ton truck, a ¾-ton pickup truck, and a leaf vacuum were purchased in FY2019. The final purchase may be a one-ton dump truck or a used bucket truck. Either way, these purchases will be within the specified budget. Purchases for FY2020 include a one-ton dump truck. Costs and equipment purchases vary and will be described in detail at the City Council work session on March 25.

3. Comprehensive Hardware and Software System – Phase 2
Prior Years: \$59,173. FY2019: \$98,000.
This project includes Phase 2 of a comprehensive software system purchase with Tyler Technologies to improve city processes pertaining to applicant tracking, miscellaneous accounts receivable, asset management, permitting and land management, code enforcement and a customer portal for permitting and inspections. In FY18, the hardware necessary to host Phase 1, Phase 2 software and all city data was purchased (\$65,000). Also in FY18, the software modules for Phase 1 including general ledger, budgeting and payroll/human resources and was purchased from the General Fund.

4. Police Investigations Vehicle Replacement
FY2019: \$30,000.
This involves the purchase of a 2018 Dodge Durango Special Service Package AWD Sport Utility vehicle for investigative and surveillance purposes for the Police Department. The 10-year-old Chevrolet TrailBlazer may be sold at auction and is anticipated to offset expenses by \$10,000.

5. Golf Course Sprayer Replacement
FY2020: \$35,000.
This purchase will be for a new spray system and chassis for turf maintenance and treatment. The new sprayer would replace the current 1997 Toro 3100 workman and the 2004 Toro spray system used by the Creve Coeur Golf Course. The chassis is 22 years old with a life expectancy of 12 to 14 years, and the current spray system is 15 years old with a life expectancy of a 12 to 14 years.

6. Phone System Replacement
FY2021: \$48,500.
This project involves the replacement of the phone system used by the City's staff. The City's current phone system will no longer be warranted or supported after 2021. Functioning and reliable phones are essential for City staff to complete their work.

Administration

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

Capital Fund - Future Project List

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

BUILDING PROJECT FUND (PROP P)

Building Project Fund Revenues

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

Building Project Fund Expenses

9501 – Building Design and Construction

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

Debt Service Revenues

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

Debt Service Expenses

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

CITIZEN COMMENTS AND STAFF RESPONSES

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

ATTACHMENTS

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

ALL PROJECT DESCRIPTIONS

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

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