

**DRAFT MINUTES  
PUBLIC INFRASTRUCTURE TASK FORCE  
CITY OF TOWN AND COUNTRY  
Thursday, January 16, 2020**

**CALL TO ORDER**

City Administrator Bob Shelton called the meeting to order at 8:02 a.m.

**PRESENT**

Alderman Sue Allen, Co-Chair	Jane Tracy (8:10 am)
Alderman Ryan Mortland, Co-Chair	Kyle Rhodes
Tom Adamitis (Absent)	Steven Schumm

Others present: Finance Director Pam Reitz, Project Manager Tim Randick, Public Works Director Tim Gregowicz, Communications and Administrative Support Morgan Kuepfert.

**APPROVAL OF MINUTES – NOVEMBER 21, 2019**

The draft minutes were presented for consideration. Mr. Rhodes stated he would like to amend the Minutes to add in discussion of sound abatement. With no other additions or corrections, the Minutes were approved without objection.

**CAPITAL ASSET INVENTORY**

Handouts were provided to the Task Force Members that outlined the current Capital Asset Inventory, broken out by department. City Administrator Bob Shelton reviewed the inventory list. Mr. Shelton stated that the new IT Company is currently working on a comprehensive inventory of devices, software, hardware, etc. Finance Director Pam Reitz added that the Police Department is also reviewing the current list and noted that potential changes are forthcoming.

**FUTURE PROJECT ESTIMATES**

Mr. Shelton briefly reviewed the projects and their descriptions. Aldermen Mortland suggested adding funding sources, such as grants, to the spreadsheet. Additional discussions were held relating to other future projects not listed, such as the crosswalk between the Fire Station and the Straub's parking lot. Mr. Shelton then reviewed the 5 year cost projection. City Planner Ryan Spencer noted that the cost estimate is \$6.9 million total, but that the City has over \$1 million in grant funding. Additional discussions were held relating to the Topping Road Project, and Project Manager Tim Randick noted that the City is funding Phase II so both phases can be done together. Mr. Shelton stated that the Public Works Department plans to hire an intern to do an in-depth inventory of all City streets. Mr. Rhodes inquired about the 141 and Clayton intersection, noting that this was not on the list. Mr. Randick stated that there are no estimates at this point, and Alderman Mortland stated he would like to see it on the list even if the numbers are not correct. Additionally, it was noted that this spreadsheet did not show any ongoing maintenance, and Mr. Randick stated he would update.

Mr. Shelton reviewed the list of future trails projects. Discussions were held relating to what funds trails projects get paid out of. Mr. Schumm questioned if the proposed timeline was realistic, and Mr. Shelton stated when working with St. Louis County or other entities, timelines can change.

**FUTURE REVENUE ESTIMATES**

General discussion was held relating to future revenue estimates for the 5 and 10 year plan, funding, etc. Mr. Shelton recommended focusing on the 10 year plan at this time so those items can be more specific. Mr. Schumm recommended breaking out projects based on what fund they will be paid out of, as well as additional line items for Comprehensive Plan additions.

**NEXT MEETING DATE**

The next meeting will be held in February, with an exact date to be determined. It was noted that City Planner Ryan Spencer will give a Comprehensive Plan Update at the next meeting.

**ADJOURNMENT**

With no further business, the meeting was adjourned at 9:15 a.m.