

**DRAFT MINUTES  
PUBLIC INFRASTRUCTURE TASK FORCE  
CITY OF TOWN AND COUNTRY  
Thursday, February 20, 2020**

**CALL TO ORDER**

City Administrator Bob Shelton called the meeting to order at 8:05 a.m.

**PRESENT**

Alderman Sue Allen, Co-Chair  
Alderman Ryan Mortland, Co-Chair  
Tom Adamitis

Jane Tracy (Absent)  
Kyle Rhodes  
Steven Schumm

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

**APPROVAL OF MINUTES – JANUARY 16, 2020**

The draft minutes were presented for consideration. Mr. Adamitis stated the minutes should reflect his absence at the last meeting. With no other additions or corrections, the Minutes were approved without objection.

**FINANCIAL IMPACT OF COMPLETING TRAIL SYSTEM IN TEN YEARS**

Materials were distributed to the Task Force members outlining cost estimates for completing all the trails in ten years. Mr. Shelton stated that a consultant would be needed and that cost would factor in to the “staffing needed to complete” factor. Alderman Mortland questioned if any potential grant funds were included in the estimate, and Mr. Shelton stated they were not. Mr. Adamitis noted that the projected deficit is small, especially considering that no grant funds were factored and believes the goal is attainable. Discussion ensued relating to potential grant opportunities, and Project Manager Tim Randick noted that parks and trails grants are difficult to obtain in Town and Country as the grant commission pushes for 8’ wide trails, while the residents of Town and Country prefer 5’ trails.

Mr. Schumm questioned if it would be reasonable to move funds from the general fund into the parks and trails fund for the projects estimated to be completed in the first 5 years. Additional discussion was held relating to the general fund, sales tax projections, and other revenues that fund the general fund. Ms. Reitz noted that an increase is not expected, and noted a slight decrease due to online sales.

Mr. Adamitis inquired about the Clayton/Ballas budget line item, and Mr. Shelton stated that line item has been removed as the City’s portion of the agreement with St. Louis County is complete. Mr. Shelton further stated that the project is not moving forward due to issues with right-of-way acquisition, which the County was notified of.

The Public Infrastructure Task Force is recommending to proceed with the first five year plan for the trails projects. Mr. Shelton clarified that the 141 flyover was not included in the estimates, as that would require a partnership with MoDOT.

Mr. Rhodes stated that he would like to see the City encourage MoDOT to move forward with the 141 project. Alderman Mortland indicated that the City stays in communication with the area engineer from MoDOT.

### **DRAFT COMPREHENSIVE PLAN CAPITAL RECOMMENDATIONS**

City Planner Ryan Spencer reviewed a summary of the Comprehensive Plan and various cost projections for new development, road repairs, trails, etc. Mr. Spencer noted that the trails are included in the 1-5 year and the 5-10 year summary. Mr. Schumm would like to see projected cost sources and estimated timeline included in the summary and overall plan.

### **ADDITIONAL INFORMATION REQUESTS**

Mr. Shelton stated that Staff will draft a report, plan, and recommendation for review by the Task Force at the next meeting. Pending approval from the Task Force, that recommendation will then be forwarded to the Board of Aldermen.

### **NEXT MEETING DATE**

The next meeting will be held in March, with an exact date to be determined.

### **ADJOURNMENT**

With no further business, the meeting was adjourned at 9:09 a.m.

**RECOMMENDATIONS  
PUBLIC INFRASTRUCTURE TASK FORCE  
CITY OF TOWN AND COUNTRY  
2019-2020**

**BACKGROUND:**

The Public Infrastructure Task Force (PITF) was appointed by Mayor Dalton with approval of the Board of Aldermen on June 10, 2019 and held their first meeting on July 9, 2019. The initial goal was to recommend funding goals and mechanisms going into the 2020 Calendar year budget. During meetings in October/November of 2019, the task force reviewed detailed capital expense financial history and projections, specifically related to 1) roads, sidewalks and trails, 2) parks and stormwater, and 3) general capital such as vehicles and equipment. The task force also reviewed the City's overall property assets, which is attached.

**Overview:**

Overall the Task Force made several key capital allocation recommendations:

- Highest priority is public safety and capital expenses related to buildings and equipment to provide public safety.
- Infrastructure impacting the largest number of residents should receive the second highest priority such as roadways, sidewalks and trails.
- Recommended spending parks/stormwater revenue on projects that benefit the most residents such as trails and park facilities with an emphasis on maintenance of existing infrastructure.
- Recommendation on new trails was to allocate funding for trails where there is support from the residents and to prioritize areas that can be completed expeditiously and that have funding assistance. Goal is to develop planning and prioritization to complete trails and sidewalks in ten years.
- Recommended coordination with MoDOT to provide sound abatement in areas where highway traffic noise levels meet federal guidelines regardless of housing density.
- Recommended re-allocating available parks and storm water revenues to higher priority projects such as trails and roadways for recreation/drainage related activities and expenses to serve the needs and desires of more residents.
- Recommended further communication with residents and possible impact study for the MoDOT project at 141/Woods Mill.

## **Further Recommendations:**

**Project:** New 141/Woods Mill exit ramp

**Background:** A new Woods Mill/141/Clayton Road exit ramp was recommended by a traffic study undertaken jointly by the City and the businesses located at the intersection of Clayton Road/Woods Mill/141. The project recommended by CBB Traffic Engineering and reviewed by MoDOT and St. Louis County Highway Department would construct a flyover ramp from southbound 141 to the east side of Clayton Road, estimated at several million dollars. The project would ease traffic and safety issues with the large traffic volumes that exit 141 onto Woods Mill heading east or west on Clayton Road. The project would require Right of Way acquisition from the Kings Cove Subdivision.

**Recommendation:** The PITF was advised that the 141/Woods Mill rebuild should be a priority to improve safety and traffic flow for residents and the critical businesses located at the intersection. Because the improvements would all be located on MoDOT roadway systems the project should be the responsibility of MoDOT. PITF encouraged more communications with the citizenry regarding this potential project to ensure comprehensive input is provided to MoDOT. This will aid the Board of Aldermen in determining their level of support for the MoDOT project as MoDOT allocates resources to design and construction. Any project design should also include sound abatement for the homes in any impacted neighboring properties.

\*Following the task force recommendations in March of 2020 the COVID-19 Pandemic swept through the United States and St. Louis area resulting in County-wide stay at home orders for all non-essential workers. Schools and places of business were closed and some have not reopened more than eight months later.

These life changing events resulted in immediate and significant declines in sales tax, building permits, business licenses and even court revenues all totaled in excess of \$2 million in the 2020 budget alone. The long range forecast is that spending habits have permanently been altered including a shift to on-line purchasing which does not generate revenue to the City.

The result was a need for the City to immediately forgo, defer or amend operational and capital spending. Projects planned for calendar year 2020 were shifted to an emergency basis only.

The recommendations of the Public Infrastructure Task Force included in this report were prior to the pandemic and were based on pre-pandemic capital revenue and spending projections.

The City's dependence on sales tax revenue and zero property tax revenue for all Capital and Operating expenses has been spotlighted during COVID-19 as capital projects were the first to be deferred or eliminated in order to maintain appropriate

reserve levels. Spending on public safety should continue to be the highest priority with non-essential capital projects funded only if reserve levels are sufficient.

Public Infrastructure Task Force

Co-Chairs Alderman Sue Allen, Alderman Ryan Mortland

Tom Adamitis, Jane Tracy, Kyle Rhodes, Steven Schumm, Preston Polk, John Eilermann, Rich Francisco

**PROPERTY SCHEDULE  
CITY OF TOWN AND COUNTRY INVENTORY**

DESCRIPTION	LOCATION	<u>BUILDING</u> 2019-20 VALUES	<u>CONTENTS</u> 2019-20 VALUES	<u>TOTAL</u> 2019-20 VALUES
GOVERNMENT CENTER (INCLUDES TOWER)	1011 MUNICIPAL CENTER DR.	\$ 4,834,941	\$ 971,273	\$ 5,806,214
FIRE STATION	13443 CLAYTON ROAD	\$ 2,863,366	\$ 35,199	\$ 2,898,565
LONG VIEW FARM	13525 CLAYTON ROAD	\$ 2,526,375	\$ 57,411	\$ 2,583,786
LONG VIEW FARM BARN	13525 CLAYTON ROAD	\$ 227,966	\$ -	\$ 227,966
LONG VIEW PARK PAVILION	13525 CLAYTON ROAD	\$ 184,005	\$ -	\$ 184,005
LONG VIEW PARK PLAYGROUND	13527 CLAYTON ROAD	\$ 81,557	\$ -	\$ 81,557
LONG VIEW PARK DOCKS & BOARDWALKS	13528 CLAYTON ROAD	\$ 255,291	\$ -	\$ 255,291
LONG VIEW PARK RESTROOM	13529 CLAYTON ROAD	\$ 179,351	\$ -	\$ 179,351
LONG VIEW PARK SURVEILANCE SYSEM CAMERAS	13530 CLAYTON ROAD			\$ -
SINGLE FAMILY RESIDENCE	13332 CLAYTON ROAD	\$ 21,224	\$ -	\$ 21,224
DRACE PARK				
DRACE LOG CABIN	2310 CEDAR VALLEY ROAD	\$ 184,517	\$ -	\$ 184,517
DRACE GAZEBO	2310 CEDAR VALLEY ROAD	\$ 46,526	\$ -	\$ 46,526
DRACE PLAYGROUND EQUIPMENT	2310 CEDAR VALLEY ROAD	\$ 63,965	\$ -	\$ 63,965
OGE LOG CABIN	2310 CEDAR VALLEY ROAD	\$ 180,405	\$ -	\$ 180,405
BARN	2310 CEDAR VALLEY ROAD	\$ 42,448	\$ 10,612	\$ 53,060
DRACE PLAYGROUND SURFACE	2311 CEDAR VALLEY ROAD	\$ 46,745	\$ -	\$ 46,745
DRACE SITE FURNISHING (BENCHES, TABLES, ETC.)	2312 CEDAR VALLEY ROAD	\$ 59,660	\$ -	\$ 59,660
DRACE RESTROOM/STABLE AND FIXTURES	2313 CEDAR VALLEY ROAD	\$ 316,383	\$ -	\$ 316,383
DRACE RECONSTRUCTED ESTILL LOG CABIN	2314 CEDAR VALLEY ROAD	\$ 123,012	\$ -	\$ 123,012
DRACE LIGHT STANDARDS	2315 CEDAR VALLEY ROAD	\$ 27,062	\$ -	\$ 27,062
DRACE FENCING	2316 CEDAR VALLEY ROAD	\$ 24,603	\$ -	\$ 24,603
PRESERVATION PARK	12595-12655 N. FORTY DRIVE	\$ -	\$ -	\$ -
TABLES	12595-12655 N. FORTY DRIVE	\$ 1,846	\$ -	\$ 1,846
PAVILION	12595-12655 N. FORTY DRIVE	\$ 104,560	\$ -	\$ 104,560
PLAYGROUND EQUIPMENT	12595-12655 N. FORTY DRIVE	\$ 63,965	\$ -	\$ 63,965
PLAYGROUND SURFACE	12595-12655 N. FORTY DRIVE	\$ 46,868	\$ -	\$ 46,868
RESTROOMS-STRUCTURE & FIXTURES	12595-12655 N. FORTY DRIVE	\$ 276,776	\$ -	\$ 276,776
FENCE	12595-12655 N. FORTY DRIVE	\$ 3,075	\$ -	\$ 3,075
BRIDGE	12595-12655 N. FORTY DRIVE	\$ 49,204	\$ -	\$ 49,204

**PROPERTY SCHEDULE  
CITY OF TOWN AND COUNTRY INVENTORY**

DESCRIPTION	LOCATION	<u>BUILDING</u> 2019-20 VALUES	<u>CONTENTS</u> 2019-20 VALUES	<u>TOTAL</u> 2019-20 VALUES
STEPS & HANDRAILS	12595-12655 N. FORTY DRIVE	\$ 3,691	\$ -	\$ 3,691
TENNIS COURTS (FENCE, SURFACE, NETS, POSTS, LIGHTS)	12595-12655 N. FORTY DRIVE	\$ -	\$ -	\$ -
SURVEILANCE SYSTEM CAMERAS	12595-12655 N. FORTY DRIVE	\$ 258,325	\$ -	\$ 258,325
SALT STORAGE FACILITY	680 SOUTH WOODS MILL ROAD	\$ -	\$ 11,100	\$ 11,100
TOWN SQUARE PAVILION		\$ 861,264	\$ -	\$ 861,264
SERVICE FACILITY		\$ -	\$ -	\$ -
		\$ 535,036	\$ 20,000	\$ 555,036
		\$ 330,454	\$ 40,000	\$ 370,454
			\$ -	\$ -
	TOTALS	\$ 13,958,977	\$ 1,085,596	\$ 15,044,572
Police Vehicles (16)				\$ 480,000
Other Vehicles (10)				\$ 300,000
Weapons, Generators, Tools				\$ 130,000
Bobcats, Mowers, Trailers				150,000
Computer Equipment				115,000
<b>TOTALS</b>				<b>1,175,000</b>
Roads				
Sidewalks				
Trails				
Property (Wellbridge site)				