

**CITY OF DARDENNE PRAIRIE
2032 HANLEY ROAD
DARDENNE PRAIRIE, MO 63368**

**BOARD OF ALDERMEN
WORKSHOP AGENDA
DECEMBER 2, 2015
5:30 p.m.**

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ITEMS FOR DISCUSSION AND CONSIDERATION

1. Pedestrian & Drainage Facilities Improvements Project Change Order #1 (Kehoe)
2. ADA Ramp Reconstructions and Sidewalk Connections, Phase 1 Federal Funding Application (Kehoe)
3. Discuss prospective Ballot Measure to retain City Sales Tax for Motor Vehicle purchases (Mayor)
4. 2016 Budget (Mayor)
5. Construction Repair Issues at City Hall (Mayor)
6. Short Term Goals (0 – 3 year projects)
7. Long Term Goals (3 – 10 year projects)
8. Review of Board of Aldermen Meeting Agenda (12-02-15)

STAFF COMMUNICATIONS

1. City Attorney
2. City Engineer
3. Staff
4. Aldermen
5. Mayor

CLOSED SESSION

Roll call vote to hold closed session pursuant to RSMo 610.021 section _____
Litigation and Privileged Communications (1)
Real Estate (2)
Personnel (3)
Labor (9)
Bid Specs (11)
Audit (17)

RETURN TO REGULAR MEETING AGENDA

ADJOURNMENT

Consent

RBA FORM (OFFICE USE ONLY)

MEETING DATE: 12/02/2015

Regular (x) Work Session (x)

ATTACHMENT: YES (x) NO (x)

Contract (x) Ordinance (x) Other ()

Request for Board Action
By: Staff

Ward 1

Description: Pedestrian and Drainage Facilities Improvements Project
Change Order No. 1
Site 1 - Move Retaining Wall and Sidewalk
Site 5 - Remove and Replace Concrete Sidewalk Ramp

• **Recommendation:** Staff - Approve (x) Disapprove ()

• **Summary/Explanation:**

See attached proposed Change Order No. 1. The proposed changes to the plans as designed for the Pedestrian and Drainage Facilities Improvements project includes moving the proposed retaining wall and walk closer to Hanley Road and the modification of an existing Highway N sidewalk ramp near Crossroads Elementary School. The Contract time for this change order will be increased by 5 calendar days.

• **Budget Impact:** (revenue generated, estimated cost, CIP item, etc.)

This change order will create a project underrun.

1. Contract Amount	\$258,168.70
2. Overrun(Underrun) this Change Order	\$(2,124.00)*
3. Overrun(Underrun) previous Change Orders	\$0.00
4. Total Overrun(Underrun) to Date	\$(2,124.00)*
5. Total Contract Amount	\$256,044.70

*proposed - for consideration by the BOA

RBA requested by: Luke R. Kehoe

Date: 11/30/2015

RBA FORM (OFFICE USE ONLY)

MEETING DATE: 12/02/2015

Regular (x) Work Session (x)

ATTACHMENT: YES (x) NO ()

Contract (x) Ordinance (x) Other ()

Request for Board Action
By: Staff

15-46

Ward All

**Description: ADA Ramp Reconstructions and Sidewalk Connections, Phase I
Federal Funding Application
Transportation Alternatives Program**

• **Recommendation:** Staff – Approve (x) Disapprove ()

• **Summary/Explanation:**

East-West Gateway Council of Governments (EWGCOG) is now soliciting for project applications through the Transportation Alternatives Program (TAP). TAP, authorized under MAP-21, provides funding for on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, environmental mitigation, and safe routes to school projects. The City must be able to provide a minimum of a twenty percent funding match.

This year, approximately \$7 million will be available in Missouri portion of the region. School districts and not-for-profit agencies are not eligible applicants, but may partner as secondary sponsors with any eligible entity. A Project Development Workshop was held on October 15, 2015. At this workshop, EWGCOG staff provided information on TAP including program eligibility, project applications, scoring criteria, and available funding.

A draft of the final application for the first phase of ADA Compliance

Applications are due December 7, 2015.

• **Budget Impact:** (revenue generated, estimated cost, CIP item, etc.)

A refundable application fee = 0.5% of federal funding being requested (\$1,906.91) and 20% of project costs (\$95,345.39).

RBA requested by: Luke R. Kehoe

Date: 11/30/2015

RBA FORM (OFFICE USE)

MEETING DATE: **December 2, 2015**

Regular () Work Session (X)

ATTACHMENT: YES (X) NO ()

Contract () Ordinance () Other (X)

Request for Board Action
By: Mayor ZUCKER

- **Description: Discuss prospective
Ballot Measure to retain City Sales Tax for Motor Vehicle purchases**

- **Recommendation: Staff – Approve () Disapprove ()**

• **Summary/Explanation:**

- Presently DP collects about \$250,000 per year in sales tax for purchases of motor vehicles, outboard motors, boats & trailers. Of the 7.45% in sales tax collected when a car (etc.) is registered, 5.950% goes to the state and county, and 1.50% goes to the City of Dardenne Prairie. Tax burden falls on the resident of DP regardless of where the vehicle was purchased.
- Because of a MO Supreme Court ruling in 2012 the City's ability to collect sales tax on vehicles purchased out of state will expire at the end of 2016 unless the voters of DP approve a ballot measure to keep the tax in force.
- Other cities in St. Charles County are planning to place a proposition on the April 2016 ballot asking their residents to approve the continued collection of city sales tax on motor vehicles purchased out of state.
- Taxes will continue to be collected on cars purchased from a Missouri Car Dealer so the city's loss of revenue would occur if a resident went to Illinois (or other foreign territory) to buy a car. We don't know how many would travel out of state to save money, but most cities appear to be using a 10% number to calculate risk of loss, meaning a loss of revenue of about \$25,000 for DP. Car sales lost to Illinois would reduce revenues for MO car dealers, have some negative impact on personal income of sales and service staff and would lower taxes collected by MO and St. Charles County.
- On the other hand, a trip to Illinois to buy a \$40,000 car would, for example, save a DP resident \$600 in local sales tax if the tax is allowed to expire in 2017.
- The question to the BOA: Shall Dardenne Prairie ask its voters to choose whether to authorize the continued collection of the local sales tax on Motor Vehicles, boats, trailers and outboard motors? If so, we need to pass an ordinance on 12/16 if we want to make the April 2016 ballot.
- **Budget Impact:**

A ballot measure will cost a little more than just a municipal election for Alderman and Mayor.

RBA FORM (OFFICE USE)

MEETING DATE: **December 2, 2015**

Regular () Work Session ()

ATTACHMENT: YES () NO ()

Contract () Ordinance () Other ()

Request for Board Action
By: Mayor ZUCKER

- **Description: Discuss in Workshop and pass in regular Session the Budget for Fiscal Year 2016**

- **Recommendation: Staff – Approve () Disapprove ()**

• **Summary/Explanation:**

- The FY 2016 budget has been drafted, reviewed by staff and the mayor in September and October and examined in two special budget workshop meetings of the BOA in November.
- Revenue from all sources is estimated to total \$3,355,851; expenses for all purposes except capital improvements, are estimated to total \$2,776,500, leaving a net surplus of \$579,351.
- The BOA has reviewed a long list of Capital Improvement Projects assembled by the City Engineer and has selected several projects to be funded in 2016
- As a result of the BOA's review, the 2016 budget authorizes \$894,000 in Capital Improvement Projects which are to be paid for by applying the \$579,351 surplus from 2016 revenues and drawing \$314,649 from unrestricted reserves.
- A 10 page power point document summarizing the revenues and expenses for each city fund was posted on the City's website (www.dardenneprairie.org) on November 24, 2015 for public inspection.

Budget Impact:

The FY 2016 budget will authorize \$2,776,500 in expenses and \$894,000 in Capital Improvement Projects to be paid for by 2016 revenues plus \$314,649 from reserves.

**DARDENNE PRAIRIE BUDGET--2016
TOP LEVEL OVERVIEW**

REVENUE FUND	REVENUE	EXPENSE	NET
GENERAL FUND	2,051,301	1,865,153	186,148
SPECIAL REVENUE	700,250	571,674	128,576
CAPITAL IMPROVEMENTS	564,200	314,773	249,427
PARKS/STORM WATER	40,100	24,900	15,200
TOTAL	3,355,851	2,776,500	579,351

DARDENNE PRAIRIE BUDGET--2016

PARKS & STORM WATER

ACCT#	ACCOUNT NAME	\$\$\$
314 (Income)	Parks Tax	40,000
392 (Income)	Interest	100
Subtotal		40,100
512 (Expense)	NPDES Phase II	16,000
598 (Expense)	Storage Garage	5,400
596 (Expense)	Mosquito Control	3,500
Subtotal		24,900
NET SURPLUS		\$15,200

DARDENNE PRAIRIE BUDGET—2016

CAPITAL IMPROVEMENTS

ACCOUNT #	ACCOUNT NAME	\$\$\$\$
315 (Income)	Capital Improvements Sales Tax (1/2 %)	564,000
320 (Income)	Interest	200
Subtotal		564,200
510a (Expense)	COP Debt Service City Hall	244,958
510b (Expense)	COP Debt Service City Hall	69,815
Subtotal		314,773
NET SURPLUS		249,427

DARDENNE PRAIRIE BUDGET—2016

SPECIAL REVENUE

ACCOUNT #	ACCOUNT NAME	\$\$\$
312 (Income)	Motor Fuel Tax	450,000
314 (Income)	Road & Bridge Tax	250,000
392 (Income)	Interest	250
Subtotal		700,250
550 (Expense)	Road Fund Applications	9,000
570 (Expense)	St. Charles County Road Maintenance Contract	250,000
600 (Expense)	St. Charles County Police Contract	312,674
Subtotal		571,674
NET SURPLUS		128,576

DARDENNE PRAIRIE BUDGET—2016

GENERAL FUND REVENUE

ACCOUNT #	ACCOUNT NAME	\$\$\$\$
312 (Income)	Property Tax	291,776
316 (Income)	General Sales Tax (1%)	1,128,000
324 (Income)	Franchise Fees	118,000
332,334,336 (Income)	Licenses	9,800
340-349 (Income)	Permits & Fees	112,875
351 City (Income)	Hall Leases	57,000
351 c,p,f,354,355	Room, fields, park, misc.	93,850
356a	Municipal Court	240,000
		\$2,051,301

DARDENNE PRAIRIE BUDGET—2016 GENERAL FUND EXPENSES (1 OF 2)

ACCOUNT #	ACCOUNT NAME	\$\$\$
510 b,e,f,g,h; 515	Engineering	129,690
533	Legal	120,000
542-547	Insurance	30,325
552-555	Maint. of bldgs & grounds	59,720
561-563	Public Relations	37,000
572	City Hall/Park Overhead	91,210
582-586	Dues/Training/Conf.	34,500
591	Election	12,000
594-598,653	MISC.	34,400

DARDENNE PRAIRIE BUDGET -- 2016 GENERAL FUND EXPENSES (2 OF 2)

ACCOUNT #	ACCOUNT NAME	\$\$\$\$\$
626-628	Vehicle Maint. & Gas	12,000
664,515,	Planning	105,000
722	Audit	12,250
775,776,777,750	Staff Salary & Fringes	601,000
851-857	Municipal Court	54,954
994	Pay to Town Square TDD	376,000
695	Parks & Rec Activities	65,500
696	Tree City USA	24,000
XXX	Youth League @ Ball Park	40,720
664a	Storm Water Master Plan	25,000
TOTAL EXPENSES		\$1,865,153

DARDENNE PRAIRIE BUDGET — 2016
 LITTLE LEAGUE/DARDENNE PARK
 (ESTIMATED ANNUAL OPERATING INCOME & EXPENSES)

ACCOUNT	Expense \$\$\$\$	Revenue \$\$\$\$
Baseball Registration Fees		40,000
Umpires	9,000	
Field Maintenance	7,000	
Uniforms/Equipment	3,500	
Utilities (WiFi)	1,200	
Insurance	1,500	
Liquor Licenses	220	
Trophies	300	
Concession Stand	Contract out; COGS not City expense	Contract out for % of profit
Contingencies	18,000	
TOTAL	40,720	40,000

**DARDENNE PRAIRIE BUDGET — 2016
LITTLE LEAGUE/DARDENNE PARK
(CAPITAL IMPROVEMENTS FOR 2016)**

Project Name	Estimated \$\$\$\$
Bleachers	22,000
Lights	2,000
Equipment replace or repair	2,000
Refurbish/repurpose shed & concession stand for storage	600
Repair/upgrade foul poles, dugouts, backstops	300
MISC.	3,100
TOTAL	30,000
11/30/2015	

DARDENNE PRAIRIE BUDGET—2016
 LITTLE LEAGUE/DARDENNE PARK
 (CAPITAL IMPROVEMENTS FOR 2017-2020)

Project Name	Estimated \$\$\$
Lights	200,000
Replace Gator and other equipment	15,000
Additional Landscaping, Gentemann Field Monument, Entry Way, Flag Pole?	TBD
Run water & sewer to Old Concession Stand	TBD
Pave gravel Parking Lot	TBD
Regrade and raise outfield, Field 1	TBD
????	TBD
TOTAL	TBD

DARDENNE PRAIRIE BUDGET—2016 CAPITAL IMPROVEMENTS FOR 2016

PROJECT NAME	\$\$\$\$	\$\$\$\$
Barathaven Trail Relocation & Repair	158,000	(Ward 3)
Additional Road Maintenance & Repair under St. Charles County Contract	150,000	(All Wards)
Capital Investment in Ball Fields	30,000	City Investment
ADA Ramp Replacement (10% OF TOTAL)	83,000	(All Wards)
Dardenne Acres Street Repair (33%)	84,000	(Ward 1)
Dardenne Meadows Street Repair (33%)	94,000	(Ward 1)
Weldon Spring Rd. sidewalk project Pierside to Winghamen Blvd sidewalk Replace expansion joints (10% per yr) Sub Total	30,000 145,000 120,000 894,000	(Ward 3) (Ward 2) (All Wards)
Available from current 2016 revenue	579,351	
<i>To be Paid from Reserves</i>	314,649	

CITY OF DARDENNE PRAIRIE
2032 HANLEY ROAD
DARDENNE PRAIRIE, MO 63368

BOARD OF ALDERMEN
MEETING AGENDA
DECEMBER 2, 2015
7:00 p.m.

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

ROLL CALL

Mayor Zucker
Alderman Klingerman
Alderman Nay
Alderman Gotway
Alderman Koch
Alderman Stipes
Alderman Santos

OPEN FORUM

CONSENT AGENDA

1. Expenditures for Approval 12-02-15
2. Treasurer's Report – As of October 31, 2015
3. Submittal and Meeting Calendar 2016
4. Pedestrian & Drainage Facilities Improvements Project Change Order #1

ITEMS REMOVED FROM CONSENT AGENDA

NEW BUSINESS

1. **Bill #15-45**

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF DARDENNE PRAIRIE, MISSOURI, FOR THE FISCAL YEAR COMMENCING ON JANUARY 1, 2016 AND ENDING DECEMBER 31, 2016

2. **Bill #15-46**

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING THE MAYOR THE CITY TREASURER TO EXECUTE A NEW PROJECT APPLICATION TO THE EAST-WEST GATEWAY COORDINATING COUNCIL FOR FINANCING OF THE ADA COMPLIANT RAMP RECONSTRUCTION AND SIDEWALK CONNECTIONS, PHASE 1 AND AUTHORIZING AN EXPENDITURE FOR THE APPLICATION FEE FOR SAME

3. **Resolution #257**

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, CONSENTING TO THE MAYOR'S APPOINTMENT OF A SLATE OF NOMINEES TO THE BOARD OF DIRECTORS OF THE CORA MARIE COMMUNITY IMPROVEMENT DISTRICT

STAFF COMMUNICATIONS

1. City Attorney
2. City Engineer
3. Staff
4. Aldermen
5. Mayor

CLOSED SESSION

Roll call vote to hold closed session pursuant to RSMo 610.021 section _____

- Litigation and Privileged Communications (1)
- Real Estate (2)
- Personnel (3)
- Labor (9)
- Bid Specs (11)
- Audit (17)

RETURN TO REGULAR MEETING AGENDA

ADJOURNMENT

**EXPENDITURES FOR APPROVAL
12/2/2015**

1 Alderman Blake Nay	December, 2015	375.00
2 Alderman Dan Koch	December, 2015	375.00
3 Alderman Doug Santos	December, 2015	375.00
4 Alderman Elliott Stipes	December, 2015	375.00
5 Alderman John Gotway	December, 2015	375.00
6 Alderman Kevin Klingerman	December, 2015	375.00
7 Ameren	Ball Park to 11/22/15	94.23
8 Ameren	City Hall Park to 11/22/15	189.17
9 Ameren	City Hall to 11/24/15	1,175.16
10 Ameren	Concession Stand to 11/22/15	97.84
11 Ameren	Hanley Traffic Light to 11/22/15	10.24
12 Ameren	Hanley Traffic Light 2 to 11/22/15	43.89
13 C N A Surety	Bond: Clark	125.00
14 County Land Maintenance	City Hall Trees	2,250.00
15 County Land Maintenance	Residential Tree Replacements	660.00
16 County Land Maintenance	BaratHaven Trail Tree Replacements	3,645.00
17 Cuivre River Electric	Light at Weldon Spring	38.24
18 Cuivre River Electric	Georgetown Park	69.90
19 Cuivre River Electric	St. Williams street lights	33.03
20 Cuivre River Electric	Traffic Signal at Feise/Hanley	73.00
21 DNT Equipment Division	Tenant copies	7.11
22 Duckett Creek Sanitary District	City Hall Services to 10/31/15	39.65
23 East West Gateway	TAP Application	1,906.91
24 Family Support Payment Center	12/4 & 12/18 Payroll	294.46
25 General Code	Code Book Update	2,065.00
26 GFI	Copier Fees	31.58
27 GFI Digital	Computer Maintenance thru 12/12/15	800.00
28 GFI Digital	Server	4,814.93
29 Gutter X	City Hall Gutter Replacement	3,280.00
30 Insurance: Capital Administrators	Vision: December, 2015	98.30
31 Insurance: Principal Life	Life: December, 2015	119.08
32 J Co. Lawn Care	Holiday Light Installation	6,560.00
33 Lorna Anderson	Holiday Light Trip Refund	50.00
34 Mayor David C. Zucker	December, 2015	1,000.00
35 Miracle	Playground Equipment Part	48.25
36 MO Assoc of Code Enforcement	Annual Membership: Amelong	35.00
37 MO State Highway Patrol	New Employee Background Check	12.00
38 MOCCFOA Eastern Division	Mayor/City Clerk Luncheon	60.00
39 MOPERM	Annual Renewal General & Auto Insurance	11,042.00
40 Payroll	Payroll: 11-20-15	15,484.42
41 Payroll	Payroll: 12-04-15	15,405.09
42 Playgrounds Unlimited	Playground Equipment Repair	1,350.00
43 PNC	Credit Card Charges	1,819.16
44 Professional Irrigation Systems	BaratHaven Fields Winterization	320.00
45 Sam's	City Clerk Luncheon Supplies	20.98
46 TASC	Annual Administration Fee - FSA	887.00
47 TASC	Annual Administration Fee - HRA	945.00
48 The Law Office of Dennis Chassaniol	Municipal Judge: December, 2015	400.00
49 UMB Bank, NA	November, 2015 TDD Sales Tax Payment	15,630.12
50 UMB Bank, NA	Annual Administrative Fee: Bryan Road NID	265.00
		95,280.74

Approved by Board of Aldermen 12-02-15

Mayor David C. Zucker

TREASURER'S REPORT

As of October 31, 2015

Special Revenue Fund	339,093.66
General Fund	3,444,228.23
Parks & Storm Water Fund	67,248.89
Capital Improvement Sales Tax Fund	247,924.95
Certificate Payment Account	33.00
Municipal Bond Account	3,660.00
Escrow/Bond Account	134,551.35
Petty Cash	100.00
Cash Drawer	200.00
TOTAL	4,237,040.08
COP Series 2008 (Reserve)	248,214.93
COP Series 2009	1.16
Bryan Road NID Bond Fund	116,481.00
Bryan Road NID Bond Reserve Fund	121,266.42

Respectfully submitted,



Kim Clark
City Clerk/Treasurer



City of Dardenne Prairie, Missouri Submittal and Meeting Calendar 2016

DRAFT

Planning and Zoning Commission – 2nd Wednesday of the month

Planning and Zoning Commission Meetings begin at 7:00 p.m.

Board of Aldermen – 1st and 3rd Wednesdays of the month

*Board of Aldermen Meetings begin at 7:00 p.m.
(Board of Aldermen Work Sessions are held at 5:30 pm)*

All meetings are held at City Hall located at 2032 Hanley Road

REZONING, CONDITIONAL USE & NEW COMMUNITY PLANS**		PLANNING & ZONING COMMISSION PLATS, LOT SPLITS, SITE PLANS & PUD FINAL PLANS			
APPLICATION DEADLINE	SUBMISSION DEADLINE	COMMENTS TO APPLICANT	RESUBMISSION DEADLINE	MEETING DATE	
12/07/2015	12/09/2015	12/18/2015	12/28/2015*	01/13/2016	
01/04/2016	01/06/2016	01/15/2016	01/22/2016	02/10/2016	
02/01/2016	02/03/2016	02/12/2016	02/19/2016	03/09/2016	
03/07/2016	03/09/2016	03/18/2016	03/25/2016	04/13/2016	
04/04/2016	04/06/2016	04/15/2016	04/22/2016	05/11/2016	
05/02/2016	05/04/2016	05/13/2016	05/20/2016	06/08/2016	
06/06/2016	06/08/2016	06/17/2016	06/24/2016	07/13/2016	
07/05/2016*	07/06/2016	07/15/2016	07/22/2016	08/10/2016	
08/08/2016	08/10/2016	08/19/2016	08/26/2016	09/14/2016	
09/05/2016	09/07/2016	09/16/2016	09/23/2016	10/12/2016	
10/03/2016	10/05/2016	10/14/2016	10/21/2016	11/09/2016	
11/07/2016	11/09/2016	11/18/2016	11/28/2016*	12/14/2016	

BOARD OF ALDERMEN	
APPLICATION DEADLINE	FIRST MEETING DATE
12/30/2015	01/06/2016
01/27/2016	02/03/2016
02/24/2016	03/02/2016
03/30/2016	04/06/2016
04/27/2016	05/04/2016
05/25/2016	06/01/2016
06/29/2016	07/06/2016
07/27/2016	08/03/2016
08/31/2016	09/07/2016
09/28/2016	10/05/2016
10/26/2016	11/02/2016
11/30/2016	12/07/2016

* Denotes Holiday Schedule

** Items that require publication must be submitted at least 37 days prior to meeting date

Note: Variances must be heard by the Board of Adjustment, which meets on an "as-needed" basis

CHANGE ORDER

SHEET NO. 1 OF 1

Change Order No. 1
 Pedestrian and Drainage Facilities Improvements
 Dardenne Prairie, Missouri

Engineer: Kehoe Engineering Company, Inc.
 2920 Sandtrap Drive
 Dardenne Prairie, Missouri 63368

To: City of Dardenne Prairie, Missouri
 2032 Hanley Road
 Dardenne Prairie, MO 63368

Contractor: Amcon Municipal Concrete, LLC
 850 Lone Star Drive
 O'Fallon, Missouri 63366

1. Description and Reason for Change:

Retaining wall along Hanley Road (north of Feise Road) shortened in length and height and sidewalk along Hanley Road moved closer to street and reduced in width per revised Sheet 2; Ramp added along Highway N across from WingHaven Ctr per new Sheet 10A;

2. Estimate of Cost of Work Affected by this Change Order:

Estimate Line No.	Contract Item No.	Item Description	Units	Units Previously Provided for	Units to be Constructed	Units Under, Over Contingency	Contract or Agreed Unit Price	Amount of Overrun	Amount of Underrun
1	7	SITE #1 - CLASS A EXCAVATION	CY	218	175	(43)	60.00		(2,580.00)
2	8	SITE #1 - CONCRETE SIDEWALK	SY	220	192	(28)	36.00		(1,008.00)
3	10	SITE #1 - MODULAR BLOCK RETAINING WALL	SF	900	600	(300)	25.00		(7,500.00)
4	13	SITE #1 - FINISH-GRADE/SOD/FERTILIZE	SY	428	521	93	20.00	1,860.00	
5	-	SITE #1 - SAWCUT EXISTING PAVEMENT	LF	0	47	47	10.00	470.00	
6	-	SITE #1 - TYPE "S" CURB	LF	0	47	47	30.00	1,410.00	
7	-	SITE #5 - REMOVE EXISTING SIDEWALK	LS	0	1	1	900.00	900.00	
8	45	SITE #5 - CONCRETE RAMP	EA	0	1	1	3,000.00	3,000.00	
9	47	SITE #5 - CONCRETE SIDEWALK	SY	1257	1266	9	36.00	324.00	
10	-	SITE #5 - OFFSITE RESTORATION	LS	0.00	1.00	1.00	500.00	500.00	
11	-	SITE #5 - OFFSITE TRAFFIC CONTROL	LS	0.00	1.00	1.00	500.00	500.00	
							TOTALS:	8,964.00	(11,088.00)

3. Settlement for Cost of the above change to be made on lump sum basis. (Yes)

4. Contract time for this change order will be increased by: 5 work days.

5. Contract time per various delays will be increased by: 0 work days.

1. Contract Amount	\$	258,168.70
2. Overrun(Underrun) this Change Order	\$	(2,124.00)
3. Overrun(Underrun) previous Change Orders	\$	-
4. Total Overrun(Underrun) to Date	\$	(2,124.00)
5. Total Contract Amount	\$	256,044.70

SUBMITTED _____ RESIDENT ENGINEER DATE _____
 Amcon Municipal Concrete, LLC
 CONTRACTOR

APPROVED _____ MAYOR SIGNATURE _____ DATE _____

KEC
 KECOR ENGINEERING COMPANY INC.
 2002 S. BENTLEY BLVD.
 SUITE 100
 DALLAS, TEXAS 75210
 PHONE: 972.443.8888
 FAX: 972.443.8889
 WWW.KECOR.COM

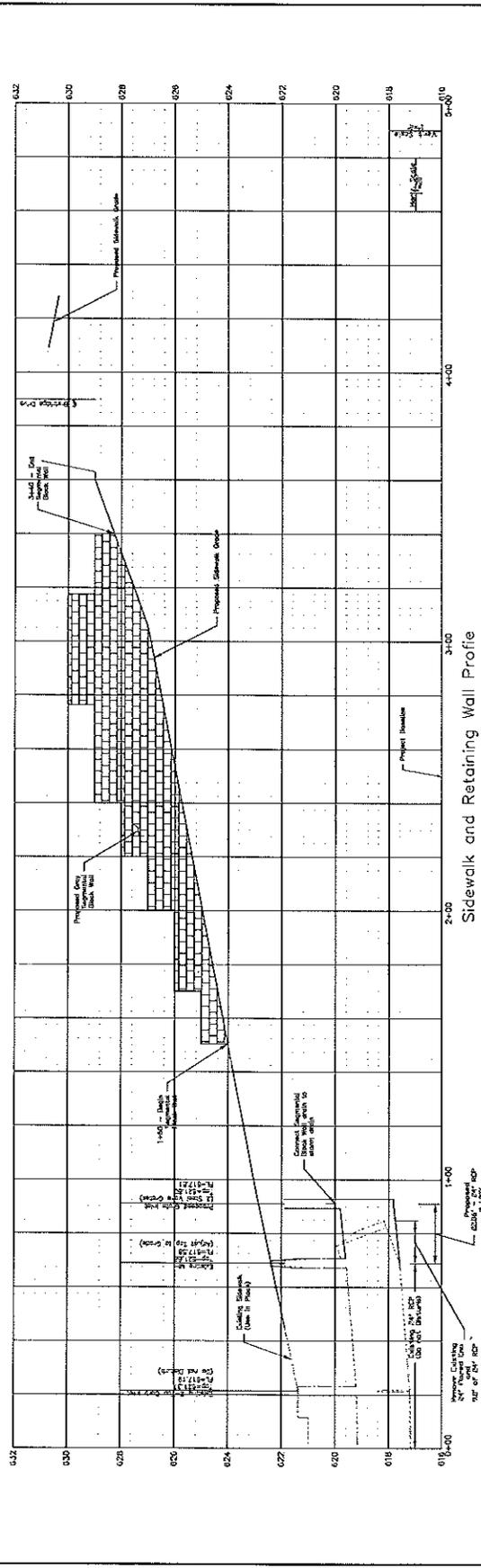
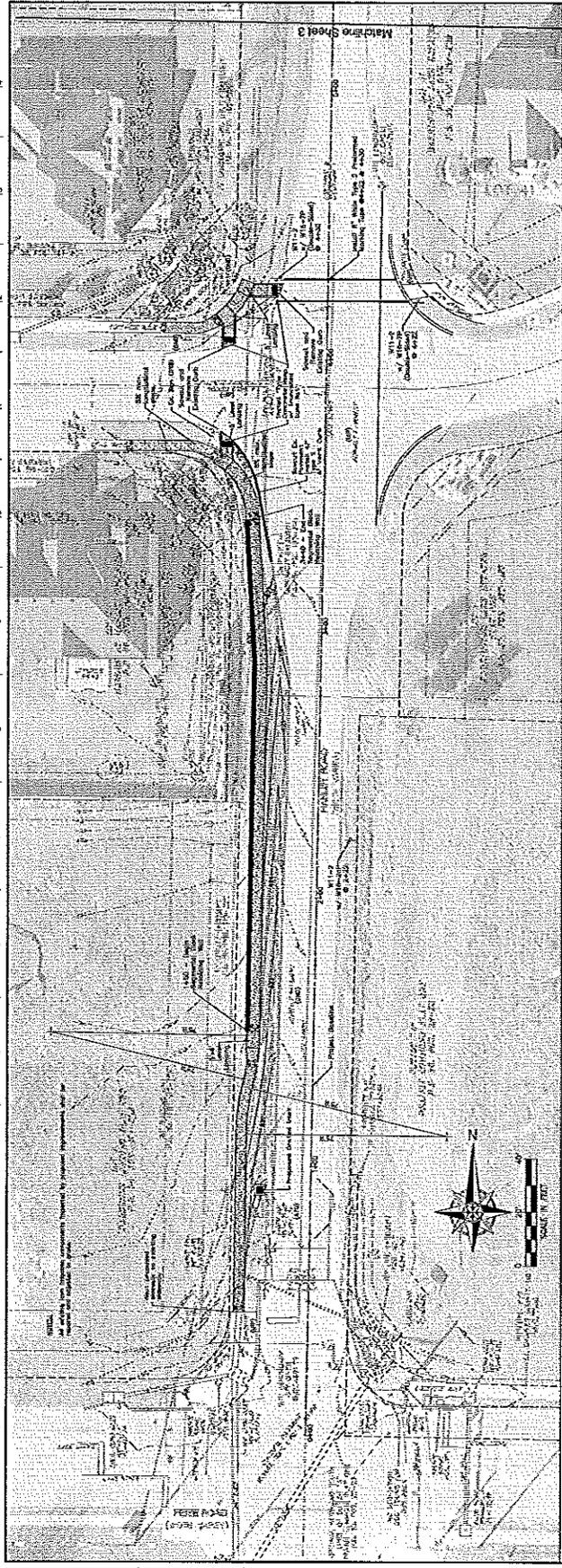
NO.	DATE	DESCRIPTION OF REVISION OR ISSUE
1	11/13/2015	ISSUE FOR PERMITTING AND RECORD DRAWING



THIS DRAWING IS THE PROPERTY OF KECOR ENGINEERING COMPANY INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF KECOR ENGINEERING COMPANY INC.

Site#1-Honley Road Pedestrian Facilities
 Improvements and Drainage Project
 Dardenne Prairie, Missouri

DATE: 08/14/2015
 SCALE: AS SHOWN
 PROJECT NUMBER: 970810
 SHEET: 2 of 18



EXISTING FACILITIES, DIMENSIONS AND FINISHES AS SHOWN ARE FOR INFORMATION ONLY. ANY CHANGES TO THE PROJECT SHALL BE MADE BY THE PROJECT ENGINEER. THE PROJECT ENGINEER SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION SHOWN ON THIS DRAWING. THE PROJECT ENGINEER SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION SHOWN ON THIS DRAWING. THE PROJECT ENGINEER SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION SHOWN ON THIS DRAWING.

ORDINANCE NO. _____

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF DARDENNE PRAIRIE, MISSOURI, FOR THE FISCAL YEAR COMMENCING ON JANUARY 1, 2016 AND ENDING DECEMBER 31, 2016

WHEREAS, The City's Treasurer has prepared a budget for the City for fiscal year 2016 in accord with the requirements applicable to the various funds of the City, and;

WHEREAS, the Mayor and the City Staff have participated in the preparation of the budget and have agreed to the amounts for the operation of the various departments and functions of the City, and;

WHEREAS, the Board of Aldermen in special workshop sessions have reviewed various drafts of the proposed budget; and

WHEREAS, a 10 page summary of estimated revenues and expenditures of this budget was posted to the City's website (www.dardenneprairie.org) on November 24, 2015, for public inspection; and

WHEREAS, the anticipated expenditures from each fund identified in the budget do not exceed the anticipated revenues plus any unencumbered fund balance for the fiscal year;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. That the budget for the City prepared and presented for Fiscal Year 2016, in the form attached hereto as **Exhibit A**, including anticipated revenues and unencumbered fund balances as reflected therein, be and is hereby adopted as the budget for the City of Dardenne Prairie, Missouri for Fiscal Year 2016.

SECTION 2. The Mayor is hereby authorized to expend or authorize the expenditures of funds set forth in the budget as approved in Section 1 of this Ordinance in accord with the provisions of this Ordinance or as the Ordinance may, from time to time, be amended.

SECTION 3. Savings Clause: Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

SECTION 4. Severability Clause: If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in

all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

SECTION 5. Effective Date: This Ordinance shall be in full force and effect as of the date of its final passage and approval.

Read two (2) times, passed and approved this _____ day of _____
2015.

As Mayor and as Presiding Officer

Attest: _____
City Clerk

Approved this _____ day of _____, 2015.

Mayor

Attest: _____
City Clerk



City of Dardenne Prairie
2032 Hanley Road
Dardenne Prairie, MO 63368
(636) 561-1718
Fax (636) 625-0077

December 2, 2015

To the Honorable Board of Aldermen and
Citizens of Dardenne Prairie, Missouri

In compliance with Section 67.010.1 of the Revised Statutes of Missouri and Section 130.020 of the Dardenne Prairie Municipal Code, I am pleased to present the 2016 Operating Budget for the City of Dardenne Prairie approved by the Board of Aldermen on December 2, 2015. This budget comprises estimates for revenue and expenditures necessary to operate city government, fund parks and recreation activities, invest in capital improvements, service public debt and maintain a sound unrestricted reserve.

As of the date of this Message the City has total reserves of \$4.2 Million, of which \$3.4 Million is in the General Fund, \$339,000 is in the Special Revenue Fund, \$248,000 is in the Capital Improvements Sales Tax Fund, and \$67,000 is in the Parks & Storm Water Fund.

Projected Revenues in 2016 from all sources are expected to total \$3,355,851. Expenses for all activities except capital improvements are estimated to be \$2,776,500, leaving a \$579,351 surplus available for capital improvements.

The major sources of revenue for the City include: General Sales Tax (1%) of about \$1.1 million; Capital Improvement Sales Tax (0.5%) of about \$564,000; Motor Fuel Tax of about \$450,000; Property Tax (11.25 cents per \$100 of assessed valuation) of about \$291,776; Road & Bridge Tax of \$250,000; Municipal Court Fines of about \$240,000. Details are included in the attached budget.

The major expenditures, excluding capital improvements include: Debt Service of about \$690,773 (principal & interest on Certificates of Participation and partial rebate of general sales taxes to the Dardenne Towne Center Transportation Development District); personnel costs of about \$600,000; Police Department Contract of \$312,674; basic road maintenance contract of \$250,000. Details are included in the attached budget.

We plan to invest about \$894,000 in capital improvement projects in 2016 to be paid for by the \$579,351 budget surplus and \$314,649 drawn from reserves in the General Fund. 2016 projects include the Barathaven Trail Relocation & Repair Project; Additional Road Maintenance and Repair under the St. Charles County Contract (over and above the standard \$250,000 annual contract cost); capital investment projects at the Dardenne Athletic Fields; sidewalk ramp repair or replacement to comply with the Americans with Disabilities Act; two subdivisions to start major street replacement (1/3 per year for 3 years), two sidewalk projects, and expansion joint replacement (10% per year for 10 years).

In addition, the City of Dardenne Prairie will undertake the operation in 2016 of the Youth Baseball and Softball leagues that have been operated in Dardenne Prairie since 1953 by the Dardenne Athletic Association. It is our expectation that expenses and revenues (excluding capital investment) for that undertaking will essentially balance.

We expect to continue improving the condition of our parks at Barathaven, Bluebird Meadow, City Park and the Dardenne Athletic Ball Fields. The public is steadily increasing the use of those facilities; we will need to increase maintenance and look for opportunities for capital improvements in years beyond 2016.

The City is striving to save money where possible while still delivering services to the public and prudently investing in the maintenance of the public infrastructure.

Sincerely,

ss// David C. Zucker

DAVID C. ZUCKER
Mayor

GENERAL FUND

Acct#	REVENUE	2013 Actual	2014 Actual	2015 Budget	2016 Budget
General Revenue					
312	Real Estate & Personal Property Tax	310,182	290,442	285,939	291,776
316	Sales Tax - General Fund 1%	1,004,362	1,087,667	1,125,000	1,128,000
324	Franchise Fees (Charter Communications)	98,246	108,267	118,000	118,000
Licenses					
332	Business License	2,775	2,100	3,675	2,500
334	Liquor License	5,963	5,869	6,000	6,000
336	Home Occupation Licenses	1,050	1,075	1,300	1,300
Permits & Fees					
341	Plan Review Fees	6,550	4,717	4,000	11,764
342	Firework Stand Permit	12,100	12,100	12,100	12,100
343	Site Development Inspections	10,896	26,126	5,000	5,882
344	Building Permits	74,135	48,789	65,000	25,000
344A	Occupancy Permits	16,875	13,950	15,000	15,000
344b	Detention Basin		140	1,540	2,000
345	Deck, Pool & Fence Permits	13,700	14,650	12,000	12,000
346	Zoning Fees	14,241	10,936	5,000	5,882
347	Misc. Development/Engineer	9,038	7,387	5,000	17,647
348	Conditional Use Permits	-	920	920	4,600
349	Sign Permits	1,266	2,104	1,000	1,000
340	Permits and Fees (Other)			-	
Other Revenue					
351	City Hall Lease Area Rentals	55,877	52,974	51,507	57,000
351c	Council Room Rentals	2,700	3,735	4,000	3,000
351p	Park Pavilion Rentals	3,075	2,150	2,150	2,500
351f	Field rentals		6,940	20,000	25,000
352	Interest	4,692	5,858	4,000	3,600
353	Concession Stand		963	-	-
354	Copies of Public Documents	677	477	250	250
355	Misc.	14,609	17,029	2,500	2,000
355d	Park activity revenue/PD Donations	8,350	12,346	14,200	17,500
358	Reimbursements	679,457		-	-
351 a	Registration Fees for Youth Baseball & Softball				40,000
	Transfers from Capital Improvement (Loan Repayment)	200,000	276,577	250,000	-
Municipal Court					
356a	Fines	294,974	278,359	250,000	240,000
TOTAL GENERAL FUND REVENUE		\$ 2,845,789	\$ 2,293,647	\$ 2,265,081	\$ 2,051,301

Acct#	EXPENDITURES	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Reimbursable Engineering					
510b	Site Development Permits	6,390	8,870	4,250	5,000
510e	Conditional Use Permits			782	3,910
510f	Zoning Permits	5,058	191	4,250	5,000
510g	Plan Review Fees	3,396	18,316	1,700	10,000
510h	Misc Development Fees (Pay-go)	6,909	2,418	15,676	15,000
	Detention Basin Inspection Program			1,000	1,680
Non-Reimbursable Engineering					
515c	Meetings (BOA, PZ.....)	10,000	9,250	9,000	9,000
515h	General Engineering	40,100	40,100	40,100	40,100
515i	Miso-Other		1,666	-	-
515x	Extra Engineering	47,493	24,095	40,000	40,000
Legal Services					
533	General (Meetings, Consults...)	144,803	157,191	120,000	120,000
Insurance					
542	General Liability, Management Liability & Employment Practices	7,208	4,046	7,800	8,000
542 p	Property		9,761	10,500	11,000
543	Workers Comp	8,959	7,962	8,000	8,000
544	Treasurers Bond	125	125	125	125
545	Auto Insurance	1,955	1,899	2,700	2,800
547	Employee & Public Officials Bond	383	3,519	400	400
Maintenance					
552	Property Maintenance & Supplies	26,388	32,185	40,000	53,000
555	City Hall Cleaning	4,093	5,080	4,620	6,720
Public Relations					
561	Newsletter	11,200	11,200	11,200	16,500
562	Public Relations (other)(marketing)(ec dev)	7,050	2,883	4,000	20,000
563	Adopt a Roadway Sign	45		500	500
City Hall					
572a	Telephone	9,077	8,216	10,000	10,000
572b	Water	4,897	4,431	6,000	8,000
572d	Electric	20,229	31,747	35,000	35,000
572e	Sewer	453	442	500	600
573	Cell Phone	2,211	1,801	1,000	960
574	Internet	1,478	1,478	1,500	1,500
575	Computers, Repair & Maintenance	14,985	9,955	19,070	25,400
576	Web Site	3,480	2,038	2,000	3,000
577	Office Supplies	5,540	7,753	5,000	6,000
578	Alarm Service/Music Service	1,949	1,241	600	750
697	Expenses for Youth Baseball & Softball League	-	-	-	40,720
695	Park Activities/Events	44,875	51,381	56,600	65,500
696	Tree City USA	14,839	2,829	24,000	24,000
Membership/Training					
582	Dues	1,465	1,494	1,500	1,500

583		Municipal League Dues (MO & SCML)	1,367	2,174	2,500	2,500
584		Seminars/Training	10,559	7,323	7,000	24,000
586		St. Charles EDC	6,500	6,500	6,500	6,500
Miscellaneous						
591		Election	6,566	4,876	7,000	12,000
594		Bank Fees	1,410	1,383	1,200	1,200
594a		Catering/Meals Exp	6,540	7,209	4,000	3,000
594b		Coffee Service	1,129	995	1,500	1,500
595		Codification	3,261	360	2,000	3,500
596		Postage	1,551	1,507	1,800	1,800
597		Publications	6,899	6,786	4,500	7,000
598		Other	7,873	9,257	5,000	5,000
598a		Building Department	476	4,611	9,000	8,400
599		Recording Fees		28	-	-
603		Payments to be Reimbursed	600,783		-	-
653		Copy Machine w/ Maint. Agreement	3,844	3,800	3,500	3,000
Vehicle Maintenance						
626		Gasoline	9,928	8,595	5,500	6,000
627		Vehicle Equipment		398	-	-
628		Vehicle Maintenance	10,268	4,328	4,000	6,000
Capital Expenditures						
Capital Improvements		SEE SEPARATE SHEET	41,259	18,229	669,008	-
Planning						
664		General Studies/City Hall		7,389	-	90,000
515d		Comprehensive Plan	19,992	4,643	17,000	15,000
664a		City-wide Storm Water Master Plan	18,382	67,233	-	25,000
664b		City-wide Citizen Survey	14,340	2,530	-	-
Emergency Management						
675		Emergency Management	518	205	-	-
Citizen Corp Council						
681		USA on Watch			-	-
682		CERT	1,743	2,098	-	-
Staff						
722		Audit	11,759	11,500	11,845	12,250
775		Payroll (Including Mayor \$12,000 and Aldermen \$27,000)	471,092	490,499	440,000	487,620
776		Insurance	74,946	44,988	67,000	42,000
777		LAGERS	40,229	39,352	35,000	35,717
750		Payroll Taxes	45,398	40,397	35,000	35,547
Municipal Court						
851		Judge	4,800	4,800	4,800	4,800
852		Prosecuting Attny.	23,396	18,084	20,000	20,000
853		Misc./Court Supplies	1,671	4,498	7,455	8,104
854		Domestic Violence Fund	3,743	3,481	3,500	3,500
855		POST Fees	1,871	1,741	1,750	1,750
856		Crime Victims Compensation	13,338	12,276	12,000	12,000

857	Sheriff's fund		3,167	4,800	4,800
Benefit Districts					
994	Transfer to Dardenne Town Square TDD	337,191	362,482	370,000	376,000
Transfers/Loans					
	Transfers	411,578	-	-	-
TOTAL GENERAL FUND EXPENDITURES		\$ 2,673,231	\$ 1,675,283	\$ 2,253,531	\$ 1,865,153

\$	2,051,301
\$	1,865,153
\$	<u>186,148</u>

2016 Estimated Revenue
2016 Estimated Expenditures
Estimated Surplus

SPECIAL REVENUE FUND

Acct. #	REVENUE	2013 Actual	2014 Actual	2015 Budget	2016 Budget
General					
312	Motor Fuel Tax	416,424	433,421	430,000	450,000
314	Road & Bridge Tax	249,571	249,571	250,000	250,000
MoDOT/ St. Charles Co. Road Board Funds					
340	Henning Road Phase II	783,529	51,172	-	-
391	Misc.	1,064	6,895	-	-
392	Interest		352	250	250
TOTAL REVENUE		\$ 1,450,588	\$ 741,412	\$ 680,250	\$ 700,250

Acct. #	EXPENDITURES	2013 Actual	2014 Actual	2015 Budget	2016 Budget
MoDOT/ St. Charles Co. Road Board Funds					
524	Concrete Removal & Replace	6,074	-	-	-
530	Henning Road Phase II	507,284	-	-	-
530x	Henning Road Phase II - Engineer		476	-	-
Misc. Engineering					
550	Road Project applications		6,880	9,000	9,000
Street Lights					
562	Street Light Exp.	3,611	-	-	-
Street Maint.					
570	St. Charles County/ Road & Bridge Tax	249,571	249,571	250,000	250,000
571	Snow Plowing	502	11,000	-	-
587	Page Ave Cost Share	600,000	-	-	-
587a	Page Ave Enhancements	46,441	257	-	-
591	Dardenne Prairie ID Street Signs			2,000	
597	Hanley Road Restriping, Crosswalk & Repair	4,327	95,301	-	-
Road & Sidewalk Improvements					
588	Lindenwood Pk Access Rd & Parking	17,020	3,944	-	-
Misc.					
596	Other				
600	St. Charles Co. Police Contract	282,209	296,080	303,430	312,674
TOTAL EXPENDITURES		\$ 1,717,038	\$ 663,510	\$ 564,430	\$ 571,674

2016 Estimated Revenue	\$ 700,250.00
2016 Estimated Expenditures	\$ 571,674.00
Estimated Surplus	\$ 128,576.00

Parks & Storm Water Fund

Acct. #	REVENUE	2013 Actual	2014 Actual	2015 Budget	2016 Budget
General					
312	Parks & Storm Water Sales Tax 1/2 cent	50	108	-	-
314	County Wide Parks Tax	33,117	36,270	36,500	40,000
392	Interest	295	141	100	100
TOTAL PARKS & STORM WATER FUND REVENUE		\$ 33,462	\$ 36,520	\$ 36,600	\$ 40,100

Acct. #	EXPENDITURES	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Storm Water Projects					
512	NPDES Phase II (Map Updates & IDDE Invest)	24,960	17,817	25,000	16,000
	Shetland Ct Storm Water Improvement Plan	6,126	25,097	-	-
508	Westfield Woods Storm Sewer	29,663	-	-	-
509	Waterford Crossing Storm Sewer	45,140	-	-	-
502	Strathmoor Way French Drain	9,380	453	-	-
	The Hamptons	15,775	-	-	-

Park Operations					
525e	Operational Equipment	7,788	127	8,000	
530	Ballfields	4,170	2,024	-	
535	City Hall Park	16,599	13,579	-	
536	Hubble Tract	650	-	-	
531	BaratHaven Park	3,620	4,345	1,800	
532	Georgetown Park	1,759	290	-	
533	Bluebird Meadow Park	819	553	-	
534	Concession Stand	5,898	984	-	
555	Equipment operation/maintenance	3,325	1,431	-	
598	Storage Garage	5,400	5,400	5,400	5,400
593	Property Maintenance	664	328	-	

Other					
594	Other	1,753	189	-	-
596	Mosquito Control	1,850	1,116	3,500	3,500

Capital Expenditures					
600e	Bluebird Park (Faron property)	8,778	-	-	-
625	Dardenne Athletic Parking Lot Paving	5,437	-	-	-

TOTAL PARKS & STORM WATER EXPENDITURES	\$ 199,553	\$ 73,732	\$ 43,700	\$ 24,900
---	-------------------	------------------	------------------	------------------

2016 Estimated Revenue \$ 40,100.00
 2016 Estimated Expenditures \$ 24,900.00
 Estimated Surplus \$ 15,200.00

Capital Improvements Sales Tax

Acct. #	REVENUE	2013 Actual	2014 Actual	2015 Budget	2016 Budget
315	Capital Improvement Sales Tax 1/2 cent	502,623	543,233	545,000	564,000
320	Interest	246	478	200	200
	TOTAL Capital Improvement Receipts	\$ 502,869	\$ 543,711	\$ 545,200	\$ 564,200

Acct. #	EXPENDITURES	2013 Actual	2014 Actual	2015 Budget	2016 Budget
510a	Certificates of Participation Debt Service-City Hall	241,936	246,645	245,912	244,958
510b	Certificates of Participation Debt Service-Parks	69,487	67,930	66,373	69,815
600	Transfer to General Fund - Loan Repayment	200,000	275,577	250,000	-
	TOTAL Capital Improvement Expenditures	\$ 511,423	\$ 590,152	\$ 562,284	\$ 314,773

2016 Estimated Revenue

\$ 564,200.00

2016 Estimated Expenditures

\$ 314,773.00

Estimated Surplus

\$ 249,427.00

Certificates of Participation

SERIES 2008 - City Hall

Acct. #	REVENUE	2013 Actual	2014 Actual	2015 Budget	2016 Budget
351	Interest	15	15	12	12
TOTAL Certificates of Participation Revenue		15	15	12	12
Acct. #	EXPENDITURES	2013 Actual	2014 Actual	2015 Budget	2016 Budget
551	Construction	-	-	-	-
TOTAL Certificates of Participation Expenditures		-	-	-	-

2016 Estimated Revenue \$ 12.00
 2016 Estimated Expenditures \$ -
 Estimated Surplus \$ 12.00

SERIES 2009 - Parks

Acct. #	REVENUE	2013 Actual	2014 Actual	2015 Budget	2016 Budget
352	Interest	-	-	-	-
TOTAL Certificates of Participation Revenue		-	-	-	-
Acct. #	EXPENDITURES	2013 Actual	2014 Actual	2015 Budget	2016 Budget
TOTAL Certificates of Participation Expenditures		-	-	-	-

2016 Estimated Revenue \$ -
 2016 Estimated Expenditures \$ -
 Estimated Surplus \$ -

Bryan Road NID

Acct. #	REVENUE	2013 Actual	2014 Actual	2015 Budget	2016 Budget
301	Transfers in	341,578	-	-	-
305	Annual Assessments	126,666	126,666	126,666	126,666
320	Interest	473	491	500	500
	TOTAL REVENUE	\$ 468,717	\$ 127,157	\$ 127,166	\$ 127,166
Acct. #	EXPENDITURES	2013 Actual	2014 Actual	2015 Budget	2016 Budget
551	Debt Service	119,587	120,674	118,061	120,380
594	Bank Fees	75	-	-	-
	TOTAL EXPENDITURES	\$ 119,662	\$ 120,674	\$ 118,061	\$ 120,380

2016 Estimated Revenue	\$ 127,166
2016 Estimated Expenditures	\$ 120,380
Estimated Surplus	<u>6,786</u>

Capital Expenditures 2016

Surplus Revenue	2016 Budget
General Fund	186,148
Parks & Storm Water Fund	15,200
Special Revenue Fund	128,576
Capital Improvement Fund	249,427
TOTAL	579,351
EXPENDITURES	
Barathaven Trail Relocation & Repair	158,000
Additional Road Maintenance & Repair under St. Charles County Contract	150,000
Capital Investment in Ball Fields	30,000
ADA Ramp Replacement (10% OF TOTAL)	83,000
Dardenne Acres Street Repair (33%)	84,000
Dardenne Meadows Street Repair (33%)	94,000
Weldon Spring Rd. sidewalk project	30,000
Pierside to Winghamen Blvd sidewalk	145,000
Replace expansion joints (10% per yr)	120,000
TOTAL Capital Expenditures 2016	894,000

2016 Estimated Surplus
 Transfer from Reserve
 Total Capital Expenditures

579,351
 314,649

894,000

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING THE MAYOR THE CITY TREASURER TO EXECUTE A NEW PROJECT APPLICATION TO THE EAST-WEST GATEWAY COORDINATING COUNCIL FOR FINANCING OF THE ADA COMPLIANT RAMP RECONSTRUCTION AND SIDEWALK CONNECTIONS, PHASE 1 AND AUTHORIZING AN EXPENDITURE FOR THE APPLICATION FEE FOR SAME

WHEREAS, the Board of Aldermen of the City of Dardenne Prairie has approved an improvement project for the improvement of and reconstruction of sidewalk ramps and connections for sidewalks for the City of Dardenne Prairie to comply with requirements of the Americans with Disabilities Act (the “ADA Compliant Ramp and Sidewalk Connections and Reconstruction Project”); and

WHEREAS, the total cost of the ADA Compliant Ramp Reconstruction and Sidewalk Connections Project, Phase 1 is estimated to be \$476,727 (the “Project Cost”); and

WHEREAS, if approved for funding as requested the City’s cost share would be estimated at \$95,345.00; and

WHEREAS, the Board of Aldermen desires to submit an FY 2016 Transportation Alternatives Program New Project Application (the “TAP Application”) with East-West Gateway Coordinating Council (“East-West Gateway”) for receipt of federal funds to offset the cost of the ADA Compliant Ramp Reconstruction Project and Sidewalk Connections Project, Phase 1; and

WHEREAS, the Board of Aldermen desires to submit an TAP Application requesting federal funds equal to \$381,382.00 for the ADA Compliant Ramp Reconstruction and Sidewalk Connections Project, Phase 1 (the “Requested Funds”); and

WHEREAS, a project application fee of ½% of the Requested Funds equaling \$1,906.91 (the “Application Fee”) must be submitted with the TAP Application; and

WHEREAS, if the TAP Application is approved, East-West Gateway will retain the application fee, but if the TAP Application is denied, the Application Fee will be returned to the City;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. That upon completion by the City Engineer, the Mayor and the City Treasurer be and they are hereby authorized and directed to execute the TAP Application, a copy of which is attached hereto as **Exhibit A** and incorporated by reference herein, requesting funds for the ADA Compliant Ramp Reconstruction and Sidewalk Connections Project, Phase 1.

SECTION 2. That Board of Aldermen hereby authorizes the expenditure of Three Thousand Nine Hundred Thirty-Nine and 40/100 Dollars (\$3,939.40) for the Application Fee for the TAP Application and directs the City Treasurer to amend the budget accordingly to reflect said expenditure.

SECTION 3. Severability Clause: If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

SECTION 4. Effective Date: This Ordinance shall be in full force and take effect from and after its final passage and approval.

SECTION 5. Savings: Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

Read two times and passed this _____ day of _____, 2015.

As Presiding officer and as Mayor

Approved this _____ day of _____, 2015.

Mayor

Attest: _____
City Clerk

"Exhibit A"

Project Application Form

Transportation Alternatives Program (TAP)

2015 Call for Projects

Bicycle and Pedestrian Projects

For the St. Louis, Missouri Region

Submitting Agency: City of Dardenne Prairie

Project Title: ADA Ramp Reconstructions and Sidewalk Connections - Phase I

Applications Due: Monday, December 7, 2015 by 4:00 PM



EAST-WEST GATEWAY
Council of Governments

Creating Solutions Across Jurisdictional Boundaries

TRANSPORTATION ALTERNATIVES PROGRAM APPLICATION FORM

This project application form is for the bicycle and pedestrian type projects, including Safe Routes to School (SRTS) infrastructure and non-infrastructure projects. There is a separate project application form for the community improvement and environmental mitigation activities. If your agency is interested in applying for those activities, please obtain the application form from the East-West Gateway website: www.ewgateway.org, or contact the East-West Gateway staff for more information.

Please refer to the Project Development Workbook for more information on the program requirements, scoring criteria, and available funding. The Project Development Workbook is available on the East-West Gateway website.

The call for projects begins September 29, 2015 and ends on December 7, 2015 at 4:00 p.m. Applications received after the deadline will not be accepted. Submit the completed application and necessary attachments electronically to rachael.pawlak@ewgateway.org. Please submit one application per email. Electronic copies can also be delivered on a CD or USB drive. You will receive an email confirmation within one business day of submittal. If you do not receive confirmation or have questions about the application, contact Rachael Pawlak at 314/421-4220.

Viewing and utilizing the application will require the installation of Adobe Reader. A free download of the software can be obtained here: <http://get.adobe.com/reader/>. Rename the PDF file using the following format: 2015TAP_[Sponsor]_[Project Name].pdf. **Please save the application to your computer before filling out the necessary information.**

Project sponsors wanting feedback on applications may submit a preliminary copy by October 29, 2015 to Rachael Pawlak at rachael.pawlak@ewgateway.org. East-West Gateway staff will review the applications submitted and will return comments by email by November 6, 2015. If a preliminary application is submitted for feedback, a final application must still be submitted by December 7, 2015.

Applicants must also submit one (1) hard copy (including attachments) to:
East-West Gateway Council of Governments
Attention: Rachael Pawlak
Gateway Tower
One Memorial Drive, Suite 1600
St. Louis, MO 63102-2451

The information provided in this application is public record.

If you have any questions, contact Rachael Pawlak at 314/421-4220 or rachael.pawlak@ewgateway.org.

Applications are due Monday, December 7, 2015 by 4:00 PM

PROJECT CHECKLIST

The evaluation and scoring of all projects will be based on the answers provided in the application and the attachments submitted. Materials that must be submitted include: project application fee, application form, required signatures, detailed cost estimate, project location map, and a typical section. All other materials are not required, but aid in the evaluation and scoring process.

The materials should be submitted in the following order.

Project Application:

- Project application fee – ½ of one percent of federal funds requested
- Completed Transportation Alternatives Program application
- Required signatures: Financial Certification of Matching Funds, Person of Responsible Charge Certification, Right-of-Way Acquisition Certification Statement, Policy on Reasonable Progress Certification, Notification of Title VI Requirements

Attachment A:

- Detailed cost estimate – use Estimate of Project Costs excel file provided by East-West Gateway

Attachment B:

- Project location map – project location will be used to determine both the PUI and EJ score
- Photographs of existing conditions
- Drawings or preliminary sketches of the proposed project
- Typical section – not applicable for SRTS non-infrastructure projects

Attachment C:

- Bicycle and/or pedestrian police crash reports
- Documentation of an approved or adopted plan, ordinance, and/or policy – **do not attach entire plan documents, only include the necessary pages**
- Coordination letter from the agency with jurisdiction over facility, if applicable
- Letters of support: endorsements or petitions from associations, boards, school districts, citizens, businesses, etc.
- Documentation of public involvement process: public meeting minutes, newspaper clippings, press announcements, etc.
- Student Tally Form and Parent Survey – only applicable for Safe Routes to School non-infrastructure projects

SUBMITTAL TYPE (CHECK ONE):

- Preliminary application (for comments) – Due October 29, 2015
- Final application – Due December 7, 2015

Bicycle and Pedestrian Project Application Form

PROJECT IDENTIFICATION	
Project title: ADA Compliant Ramp Reconstructions and Sidewalk Connections, Phase I	
Sponsoring agency: City of Dardenne Prairie	Contact information – name, title, agency, mailing address, phone, e-mail: Mayor David C. Zucker City of Dardenne Prairie 2032 Hanley Road Dardenne Prairie, Missouri 63368 636-561-1718 mayorzucker@dardenneprairie.org
Secondary sponsor agency (if applicable):	
Project type: <input checked="" type="checkbox"/> Bicycle and/or pedestrian facility <input type="checkbox"/> Safe routes for non-drivers (<i>includes SRTS infrastructure projects</i>)	
Project status: <input checked="" type="checkbox"/> New project <input type="checkbox"/> Continuation of TAP/STP-S/CMAQ project <input type="checkbox"/> Add to existing non-federally funded project	Is this application request for a piece of a larger project (phase) or the entire length of project? <input checked="" type="checkbox"/> Phase <input type="checkbox"/> Full project
TIP ID # of existing project: N/A	
PROJECT LOCATION * <i>Project sponsor must include a map clearly showing the exact project location(s) and extents in Attachment B.</i>	
Name of street or facility to be improved: Various pedestrian facilities throughout City (see attached list)	
Project limits – north/west reference point, cross street, or intersection: Various (see attached list)	Municipality and county: City of Dardenne Prairie, St. Charles County
Project limits – south/east reference point, cross street, or intersection: Various (see attached list)	Municipality and county: City of Dardenne Prairie, St. Charles County
For SRTS infrastructure applications, list the names and addresses of the school(s) that will directly benefit from the project. *Provide support letters from the affected schools. N/A	
ROADWAY INFORMATION * <i>Provide the following information for the road(s) of the facility or adjoining to the off-road facility.</i>	
Federal functional classification of road (per East-West Gateway): N/A	Width of outside paved shoulder (current and proposed): N/A
Speed limit of street (current and proposed): N/A	Number of through lanes (current and proposed): N/A
Outside lane width (current and proposed): N/A	Lane width (current and proposed): N/A
Annual Average Daily Vehicular Traffic (AADT): N/A	

PROJECT MANAGEMENT INFORMATION

Does the sponsoring agency own and maintain this facility? *If no, a letter of support for this project is required from the facility owner.*

Yes No Unknown

Status of right-of-way acquisition:

All acquired or none needed
 In process
 Not started

If applicable, list the number of parcels to be acquired (*all properties, permanent and/or temporary easements, TSCL, and other rights-of-way*):

N/A

Will the project traverse any public property, such as a public park that has used federal funds (*i.e., Land and Water Conservation Funds*) in the past?

Yes No Unknown

Does the project traverse any property owned by a railroad?

Yes No Unknown

Estimated completion (construction) month/year:

12/2016

UTILITY INFORMATION * *Project sponsor must coordinate with utilities prior to construction.*

Will the project require the relocation of any utilities?

Yes No Unknown

If yes, which utility companies will need to be coordinated with (*i.e., electric, phone, gas, water, cable tv, sewer, other*):

N/A

Give details concerning potential utility conflicts, problems, or issues:

Utility conflicts are not expected because this project is for the replacement of the existing sidewalk facilities, but coordination will be made with all utilities in the area using the "One Call" system. +

MAINTENANCE INFORMATION * *TAP funds are not available for on-going maintenance activities such as mowing and snow removal.*

List any regular maintenance tasks anticipated over the next 25 years:

repair to broken or shifted slabs

Estimated annual cost to maintain facility and identify funding source:

\$10,000 - General Fund

PROJECT READINESS

Is the project identified in an approved or adopted plan, policy, or ordinance?

Yes No Unknown

Name of adopted plan, policy, or ordinance:

City-Wide Survey for ADA Compliance of Ramps and Sidewalk Connections - Phase I

Adoption date of plan, policy, or ordinance:

11/30/2015

What planning has been completed to date?

Conceptual Plan Preliminary Plan Final Plan

PROJECT DEVELOPMENT SCHEDULE *Many stages can occur concurrently.

Activity Description	State Date (MM/YYYY)	Finish Date (MM/YYYY)	Time Frame (Months)
Receive notification letter	02/2016	02/2016	1
Execute agreement (project sponsor and DOT)	03/2016	03/2016	1
Engineering services contract submitted and approved	03/2016	03/2016	1
Obtain environmental clearances (106, CE-2, etc.)			
Public meeting/hearing			
Develop and submit preliminary plans	03/2016	12/2016	9
Preliminary plans approved			
Develop and submit right-of-way plans			
Review and approval of right-of-way plans			
Submit and receive approval for notice to proceed for right-of-way acquisition (A-Date)			
Right-of-way acquisition			
Utility coordination	03/2016	12/2016	9
Develop and submit PS&E	03/2016	12/2016	9
District approval of PS&E/advertise for bids	12/2016	12/2016	1
Submit and receive bids for review and approval	01/2017	02/2017	2
Project implementation/construction	03/2017	12/2018	21

FINANCIAL PLAN *Fiscal years are federal fiscal years (October 1 through September 30). Federal funds must not exceed 80% of the total cost.

Activity	Starting Federal Fiscal Year	Total Phase Cost	TAP Funds Requested	Sponsor Share	Sponsor Share Percentage
PE/Planning/Environmental Studies	FY 2016	\$ 43,503.60	\$ 34,802.88	\$ 8,700.72	20 %
Right-of-Way	FY	\$	\$	\$	%
Implementation	FY 2017	\$ 406,033.60	\$ 324,826.88	\$ 81,206.72	20 %
Construction Engineering	FY 2017	\$ 27189.75	\$ 21,751.80	\$ 5,437.95	20 %
TOTAL PROJECT COST		\$ 476,726.95	\$ 381,381.56	\$ 95,345.39	20 %

Identify the source(s) of local matching funds:	General Fund
Have the matching funds been secured (provide details):	No
Has the project received funds programmed from other funding sources (provide details):	No
If the project is part of a larger federally funded roadway or transit improvement, describe it:	N/A

PROJECT DESCRIPTION

Provide a brief description of the purpose of the project and the scope of work. If the project can be broken down into constructible segments of \$1,000,000, please provide information on each segment. The entire project is a pedestrian improvements project. Select non-ADA compliant sidewalk ramps in the City will be modified or replaced. Sections of sidewalk that are cracked, missing, heaved or sunken will also be repaired to alleviate tripping hazards and provide access.

COMMUNITY SUPPORT

Describe the public involvement activities to date on the proposed project:
This project has been discussed at multiple public meetings.

PROPOSED FACILITY INFORMATION

Describe the existing conditions of the bicycle/pedestrian environment where the proposed facility will be constructed (*i.e., are bike lanes or sidewalks present? If so, give width of each existing facility*):
non-compliant concrete sidewalk ramps

Does the proposed project incorporate any of the following bicycle-related improvements?

- Separated bike lane/cycle track/protected bike lane
- Shared-use path/trail
- Arterial sidepath
- Bicycle lane
- Marked shared roadway (shared-lane markings, "sharrow")
- Paved shoulder
- Wayfinding, bicycle racks or parking, or other end of trip facilities
- Other

Describe other:

N/A

Does the project incorporate any innovative bicycle treatments (*i.e., pavement colorings, bike boxes, bike detection, etc.*)?

- Yes No Unknown

If yes, describe:

N/A

Does the proposed project incorporate any of the following pedestrian-related improvements?	
<input checked="" type="checkbox"/> Sidewalks <input checked="" type="checkbox"/> Sidewalk/roadway separation <input checked="" type="checkbox"/> Curb ramps <input type="checkbox"/> Pedestrian signal heads and push buttons <input type="checkbox"/> Marked crosswalks <input type="checkbox"/> Wayfinding, furniture, or other ends of trip facilities <input type="checkbox"/> Pedestrian-scale lighting <input type="checkbox"/> Other	
Describe other: N/A	
Proposed project length – feet/miles: N/A	Proposed pavement material(s): Portland Cement Concete
Width of the proposed facility (<i>provide width information for all proposed facility types</i>): 4'-10' Wide Sidewalks	
How many residential/commercial driveways are on the proposed segment? Residential driveways: N/A Commercial driveways: N/A	
How many streets/alleys does the proposed facility cross? N/A	
Is there a documented safety issue for pedestrians, bicyclists, and other non-drivers in the project area? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	
<p>If yes, 1) describe the documented safety issue and 2) explain the expected safety benefits of the project. <i>*Provide the police report for each crash involving a pedestrian and/or bicyclist with your application.</i></p> <p>See attached City-Wide Survey of ADA Compliance at Ramps and Sidewalk Connections, which identifies each pedestrian facility and non-compliant item(s).</p>	
Is the project area currently ADA compliant? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown	
If no, does the project scope include upgrading facilities to ADA compliance? <i>*All applicants are required by law to comply with the Americans with Disabilities Act (ADA) of 1990 for project accessibility.</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	
Does the project incorporate any of the following traffic calming and/or design improvements? <input type="checkbox"/> Pedestrian safety <input type="checkbox"/> Speed control <input type="checkbox"/> Volume control <input checked="" type="checkbox"/> None	

If the project incorporates any traffic calming or design improvements, describe the improvements (*i.e., bulb-outs, median barriers, center islands, roadway markings, improved signage and signals, etc.*). Also explain how this improvement will reinforce a safe environment for pedestrians and/or bicyclists.

N/A

Does the project comply with the guidelines set forth by the *American Association of State Highway and Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities* (2012, 4th Edition), the *National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide* (2014, 2nd Edition), and/or the *Institute of Transportation Engineers (ITE) Designing Walkable Urban Thoroughfares: A Context Sensitive Approach*?

Yes No Unknown

If no, explain why the project will not comply with AASHTO, NACTO, and/or ITE guidelines:

N/A

Does the project incorporate improvements to existing transit stops or stations (*i.e., ADA landing pads, benches, shelters, etc.*)?

Yes No Unknown

If yes, explain the improvements:

N/A

Does the project improve access to transit stops, stations, park-and-ride lots, or other major transit facilities?

Yes No Unknown

If yes, describe how the proposed project integrates with transit service:

N/A

Does the project serve an activity center, employment center, or community resource (*i.e., a business district, university, college, school, retail center, medical facility, park, etc.*)?

Yes No Unknown

If yes, list all major activity centers, employment centers, and/or community resources (planned or existing) that the project directly serves:

Dardenne Town Square, Dardenne Prairie Plaza, City Hall, Wentzville School District Early Learning Facility, Ostman Elementary School, Prairie View Elementary School, Crossroads Elementary School

Explain how the project will serve and enhance access to the activity centers, employment centers, or community resources identified above:

This project will improve pedestrian access.

Indicate the connectivity of the bicycle/pedestrian facilities resulting from the project:

Project fills a gap between existing bicycle/pedestrian facilities

Project intersects an existing bicycle/pedestrian facility

Project extends an existing bicycle/pedestrian facility

Project is a new isolated bicycle/pedestrian segment

Does the project provide a connection that reduces a barrier to use and functionality? *Examples of barriers include: 1) natural or man-made barriers (interstates, railroads, rivers); 2) arterial streets whose cross streets lack the combination of a low-stress approach and a safe crossing; and 3) breaks in the street grid, forcing traffic to use arterials to access the local streets.*

Yes No Unknown

If yes, describe the barrier:

N/A

Does the project include significant benefits which address water quality, energy efficiency, or other environmental improvements (*i.e., pervious surfaces, rain gardens, LED lighting, solar powered fixtures, etc.*)?

Yes No Unknown

If yes, describe the environmental improvements:

N/A

Provide any additional information that you would like to share:

This project is the first phase of ADA compliance improvements. Locations that serve major activity centers, employment centers, and/or community resources within the City were specifically included in this first phase of the project.

Safe Routes to School NON-INFRASTRUCTURE Project Application Form

PROJECT IDENTIFICATION						
Project title:						
Sponsoring agency:			Contact information – name, title, agency, mailing address, phone, e-mail:			
Secondary sponsor agency (if applicable):						
Project type: <input type="checkbox"/> SRTS non-infrastructure project						
Project status: <input type="checkbox"/> New project <input type="checkbox"/> Add to existing SRTS/TAP/STP-S/CMAQ project <input type="checkbox"/> Add to existing non-federally funded project			Is this application request for a piece of a larger project (phase) or full project? <input type="checkbox"/> Phase <input type="checkbox"/> Full project			
TIP ID # of existing project:						
TARGET AUDIENCE INFORMATION						
Complete the following chart (use only information for grades K-8). Attach an additional sheet if more rows are needed.						
School name	Total # of students	Total # of students living w/in 1 mile of school	# of students who walk to school	# of students who bike to school	# of students who ride the school bus	Distance eligibility for riding a bus
Who is the target audience? Identify the number of students expected to benefit from the activity or program.						
How many students are eligible to receive free and reduced-price lunch?						
Does the project enhance bicycle and walking safety education for economically disadvantaged populations? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown						
If yes, explain:						

EXISTING CONDITIONS AND PROBLEM IDENTIFICATION

Is the proposed activity located within a two-mile radius of a school housing students in elementary or middle school (grades K-8)?

Yes No Unknown

What is the school's policy on walking and bicycling to school?

Describe the current safety conflicts and/or obstacles (physical or perceived) to walking and/or bicycling to and from the school site(s). *Photos may be used to illustrate the current situation. Provide a project location map (up to 2-miles) to show existing bicycle and/or pedestrian infrastructure. Provide significant information such as relevant crash data, traffic counts, speed limits, or other safety issues.*

Has a SRTS Student Travel Tally Form and Parent Survey¹ been conducted by the school(s) to determine whether they identified the project as a need? *Provide official documentation with the application.*

Yes No Unknown

Is the school(s) superintendent committed to conducting the Student Travel Tally Form and Parent Survey prior to and within 6 months after project completion?

Yes No Unknown

If the SRTS Student Travel Tally Form and Parent Survey have both been completed, explain how the findings support the proposed project:

POTENTIAL TO IMPROVE THE CONDITION

Describe the activity or program you plan to implement:

How does the activity or program address safety conflicts and/or obstacles to walking and bicycling?

¹ Safe Routes to School Data Collection Overview: <http://bit.ly/1GwZ4c>

Describe any existing activities or programs at the affected school(s) that educate or enhance walking or bicycling to school. *Include information pertaining to the 5 E's² (engineering, education, enforcement, encouragement, and evaluation); engineering changes already undertaken; walking/cycling/safety curriculum taught by the school and at what grade levels; frequency of and participation in Walk to School/Bike to School events; programs taught by those outside of school (police, fire, bicycle organizations, etc.); crossing guard programs; etc.* Explain how project will complement existing enhancements or current programs.

PROJECT PARTNERS

Identify project partner(s) and their role they will play in the development of the activity or program. *Attach a letter of support from the partners identified, including the school(s) superintendent.*

How will you ensure that parents and the neighborhood/community are engaged and educated about more children cycling and walking safely?

MEASURE OF EFFECTIVENESS

What are the projected outcomes of this activity?

What method will be used to determine the project's success and effectiveness (*i.e., increased knowledge or awareness, whether more children are walking or cycling to school, etc.*)?

² The 5 E's of Safe Routes to School: <http://bit.ly/1BCMTl>

SUSTAINABILITY

What is the anticipated life of the program?

How will the SRTS efforts continue in the school(s) and community once the TAP funds are expended?

BUDGET **Provide a separate, detailed cost estimate with application.*

Activity/Description	Starting Federal Fiscal Year	Total Project Cost	TAP Funds Requested	Sponsor Share	Sponsor Share Percentage
	FY	\$	\$	\$	%
	FY	\$	\$	\$	%
	FY	\$	\$	\$	%
	FY	\$	\$	\$	%
	FY	\$	\$	\$	%
	FY	\$	\$	\$	%
	FY	\$	\$	\$	%
	FY	\$	\$	\$	%
TOTAL PROJECT COST		\$	\$	\$	%

Identify the source(s) of local matching funds:

Have the matching funds been secured (provide details):

Has the project received funds programmed from other funding sources (provide details):

If the project is part of a larger federally funded roadway or transit improvement, describe it:

PROJECT INFORMATION

Provide any additional information that you would like to share about the proposed activity:

TRANSPORTATION ALTERNATIVES PROGRAM REQUIRED SIGNATURES

FINANCIAL CERTIFICATION OF MATCHING FUNDS

This is to ensure sufficient funds are available to pay the non-federal share of project expenditures for the following project to be funded under the provisions of the Moving Ahead for Progress in the 21st Century (MAP-21).

Project Title: _____

Local Match Amount: _____

Sponsoring Agency: _____

Chief Elected Official (or Chief Executive Officer):

Name (print): _____

Signature: _____

Date: _____

Chief Financial Officer:

Name (print): _____

Signature: _____

Date: _____

PERSON OF RESPONSIBLE CHARGE CERTIFICATION

The key regulatory provision, 23 CFR 635.105 – Supervising Agency, provides that the State Transportation Agency (STA) is responsible for construction of federal-aid projects, whether it or a local public agency (LPA) performs the work. The regulation provides that the STA and LPA must provide its full-time employee to be in “responsible charge” of the project.

The undersigned employee(s) of the project sponsor will act as person of responsible charge. If at any point the employee leaves the LPA, the LPA is responsible for finding a suitable replacement and notifying East-West Gateway. If the person of responsible charge is found to not be a full-time employee of the LPA, it will result in the loss of federal funds for this project. One employee can act as person of responsible charge for all three phases.

Person of Responsible Charge – Design Phase

Name (print): _____

Title: _____ Email: _____

Signature: _____

Date: _____

Person of Responsible Charge – Right-of-Way Acquisition Phase

Name (print): _____

Title: _____ Email: _____

Signature: _____

Date: _____

Person of Responsible Charge – Construction Phase

Name (print): _____

Title: _____ Email: _____

Signature: _____

Date: _____

RIGHT-OF-WAY ACQUISITION CERTIFICATION STATEMENT

The State Department of Transportation and the Federal Highway Administration (FHWA) have the right and responsibility to review and monitor the acquisition procedures of any federally funded transportation project for adherence to The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970. Those projects found in non-compliance may jeopardize all or part of their federal funding.

A. The Project Sponsor hereby certifies that any right-of-way, and/ or permanent or temporary easements necessary for this project, obtained prior to this application, were acquired in accordance with The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

B. The Project Sponsor also certifies that any additional right-of-way, and/or permanent or temporary easements, subsequently required to complete the project, will be acquired according to The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

Name (print)

Signature

Title

Date

POLICY ON REASONABLE PROGRESS CERTIFICATION

Following on the next page is a copy of the policy on reasonable progress adopted by the East-West Gateway Council of Governments Board of Directors.

The undersigned representative of the project sponsor hereby certifies that s(he) has read this policy and understands its requirements. The representative acknowledges that failure to meet all of the reasonable progress requirements could result in federal funds being revoked and returned to the regional funding pool, as dictated by the policy.

Name (print)

Signature

Title

Date

POLICY ON REASONABLE PROGRESS

Reasonable Progress

For projects or programs included in the Transportation Improvement Program (TIP), “reasonable progress” will have been made if the project has advanced to the point of obligating all federal funds programmed for that project in the current fiscal year, regardless of the phase of work (*i.e., preliminary engineering, right-of-way acquisition, or plans specifications and estimates*). If a project fails to obligate the programmed federal funds by September 30 of the current year, the funding will be forfeited and returned to the regional funding pot. Actual progress toward implementation is measured against the schedule submitted by the project sponsor in the project application.

Policy Procedures and Enforcement

Projects that do not obligate all federal funds by the Board approved suspense date will be removed from the TIP and the federal funds associated with those projects will be returned to the regional funding pool for redistribution. The removal of projects from the TIP will require no further Board action and the sponsor will have to repay any federal funds already spent if the funding is forfeited.

If a project is realizing delays that will put the federal funding at risk of forfeiture (*i.e., not meet a September 30 deadline*), the project sponsor will have the opportunity to ask for consideration of a “one-time extension” in their project schedule. The one-time extension can only be requested for the implementation/construction phase of the project. The extension request will only be considered once a year, and has to be made before June 1 of the current fiscal year of the TIP.

To be considered for this extension the project sponsor has to demonstrate on all counts: a) the delay is beyond their control and the sponsor has done due diligence in progressing the project; b) federal funds have already been obligated on the project or in cases that no federal funds are used for PE and/or ROW acquisition, there has been significant progress toward final plan preparation; and c) there is a realistic strategy in place to obligate all funds.

One-time extensions of up to three (3) months may be granted by East-West Gateway staff and one-time extensions greater than three (3) months, but not more than nine (9) months, will go to the Board of Directors for their consideration and approval. Projects requesting schedule advancements will be handled on a case-by-case basis, subject to available funding, and are subject to the Board adopted rules for TIP modifications.

Project Monitoring

An extensive monitoring program has been developed to help track programmed projects and ensure that funding commitments and plans are met. Monthly tracking reports are developed and posted on the East-West Gateway website, utilizing project information provided by the project sponsor, IDOT and MoDOT district offices. Additionally, project sponsors are contacted at least every three (3) months by East-West Gateway staff for project status interviews.

NOTIFICATION OF TITLE VI REQUIREMENTS

Title VI

A recipient of any federal funds from the U.S. Department of Transportation (“DOT”) must comply with federal statutes, regulations, executive orders, and other pertinent directives that govern nondiscrimination in federally assisted programs. Below is a list of the statutes and regulations that may apply to a recipient’s program; however, other federal requirements regarding nondiscrimination may be imposed by DOT.

- A. Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. §§ 2000d *et seq.*
- B. All requirements imposed by or pursuant to the Code of Federal Regulations, Title 49: Transportation, Subtitle A: Office of the Secretary of Transportation, Part 21: *Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964.*

As part of federal requirements, a recipient of funds from DOT must ensure that it has written policies and procedures in place to ensure nondiscrimination in its programs, up to and including, developing a Title VI Plan.

Nondiscrimination

A recipient of any federal funds from the U.S. Department of Transportation (“DOT”) must comply with federal statutes, regulations, executive orders, and other pertinent directives that govern nondiscrimination in federally assisted programs. Below is a list of the statutes and regulations that may apply to a recipient’s program; however, other federal requirements regarding nondiscrimination may be imposed by DOT.

- A. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, and implementing regulations at 49 CFR Part 21 – *Nondiscrimination in Federally Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act.*
- B. The equal employment opportunity provisions of 49 U.S.C. § 5332 and Title VII of the Civil Rights Act of 1964, 42 U.S.C. §§ 2000e *et seq.*, and implementing regulations, including:
 1. 41 CFR Part 60 – *Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.*
- C. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. §§ 1681 *et seq.*, and implementing regulations at 49 CFR Part 25 – *Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance.*
- D. Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, and the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. §§ 12101 *et seq.*, and implementing regulations, including:
 1. 49 CFR Part 37—*Transportation Services for Individuals with Disabilities (ADA).*
 2. 49 CFR Part 27—*Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.*
 3. 36 CFR Part 1192 and 49 CFR Part 38—*Americans with Disabilities (ADA) Accessibility Specifications for Transportation Vehicles.*
 4. 28 CFR Part 35—*Nondiscrimination on the Basis of Disability in State and Local Government Services.*

5. 28 CFR Part 36—*Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities.*
 6. 41 CFR Subpart 101 – 119—*Accommodations for the Physically Handicapped.*
 7. 29 CFR Part 1630—*Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act.*
 8. 47 CFR Part 64, Subpart F—*Telecommunications Relay Services and Related Customer Premises Equipment for the Hearing and Speech Disabled.*
 9. 36 CFR Part 1194—*Electronic and Information Technology Accessibility Standards.*
 10. 49 CFR Part 609—*Transportation for Elderly and Handicapped Persons.*
 11. Federal civil rights and nondiscrimination directives implementing those federal laws and regulations, unless the federal government determines otherwise in writing.
- E. The Age Discrimination Act of 1975, as amended, 42 U.S.C. §§ 6101 *et seq.*, and implementing regulations at 49 CFR Part 90 – *Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance.*
 - F. The Age Discrimination in Employment Act, 29 U.S.C. §§ 621 through 634, and implement regulations of the U.S. Equal Employment Opportunity Commission 29 CFR Part 1625—*Age Discrimination in Employment Act.*
 - G. The Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. §§ 1101 *et seq.*, the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, as amended, 42 U.S.C. §§ 4541 *et seq.*, and the Public Health Service Act of 1912, as amended, 42 U.S.C. §§ 290dd through 290dd-2.
 - H. Executive Order 12898—*Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations*, 42 U.S.C. § 4321 note, and DOT Order 5620.3 at Federal Register Vol. 62 No. 18377—*Department of Transportation Actions to Address Environmental Justice in Minority Populations and Low-Income Populations.*
 - I. Executive Order 13166 – *Improving Access to Services for Persons with Limited English Proficiency*, 42 U.S.C. § 2000d – 1 note, and implementing policy guidance at Federal Register Vo. 70 No. 74087—*DOT Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficiency (LEP) Person.*

By submitting its application as part of the TIP process and signing below, the Project Sponsor certifies that it has reviewed the federal requirements regarding nondiscrimination in federally assisted programs and believes that the Project Sponsor complies with the required policies and procedures. Also, the Project Sponsor acknowledges its understanding that if the Project Sponsor does not have the required policies and procedures in place prior to federal funds being obligated, then the Project Sponsor's project may become ineligible for federal funding.

Name (print)

Signature

Title

Date

Project: ADA Compliant Ramp Reconstructions
 and Sidewalk Connections, Phase I

Project No.: 971300 Date: 11/30/2015

Description: Ramp and Sidewalk Locations Requiring
 Modification to Meet Current ADA Standards

*includes up to 16 feet of 5'-wide sidewalk at each tie-in location

No.	Approximate Location	Install 5' Wide Walk Total 1178 feet	Install ADA Ramp* Total 189	Deficient Items													
				Trunc. Dome	Ramp Flares	Ramp Slope	Non- Perp.	Ramp Landing	Curb Cut	Lip	Cross Slope	No Walk / Ramp					
30	Bates Road at Sunnyside Estates Court		1	X													
31	Bates Road at Sunnyside Estates Court		1	X													
32	Bates Road at Sunnybrooke Estates Court		1	X					X								
33	Bates Road at Sunnybrooke Estates Court		1	X					X								
34	Bates Road at Liberty Square		1	X					X								
35	Bates Road at Liberty Square		1	X					X								
36	Bates Road at Apostles Lutheran Drive		1	X					X								
37	Bates Road at Apostles Lutheran Drive		1	X					X								
38	Bates Road at Bates Road		1	X					X								
39	Bates Road at Bates Road		1	X					X								
40	Bates Road at South Outer 364	110		X					X								
41	McCluer Road at Macpherson Drive		1	X					X								
42	McCluer Road at Macpherson Drive		1	X					X								
43	McCluer Road at Stony Point		1	X					X								
44	McCluer Road at Stony Point		1	X					X								
45	McCluer Road at Old Orchard Drive		1	X					X								
46	McCluer Road at Old Orchard Drive		1	X					X								
47	McCluer Road at Shetland Drive		1	X					X								
48	McCluer Road at Shetland Drive		1	X					X								
49	McCluer Road at Samuel Drive		1	X					X								
50	McCluer Road at Samuel Drive		1	X					X								
51	McCluer Road at McGregor Circle		1	X					X								
52	McCluer Road at McGregor Circle		1	X					X								
53	McCluer Road at McGregor Circle		1	X					X								
54	McCluer Road at South Outer 364 ROW		1	X					X								
55	Barathaven Boulevard at Riparian Drive		1	X					X								
56	Barathaven Boulevard at Riparian Drive		1	X					X								
57	Barathaven Boulevard at St. Madeleine Drive		1	X					X								
58	Barathaven Boulevard at St. Madeleine Drive		1	X					X								

*includes up to 16 feet of 5'-wide sidewalk at each tie-in location

No.	Approximate Location	Install 5' Wide Walk Total 1178 feet	Install ADA Ramp* Total 189	Deficient Items												
				Trunc. Dome	Ramp Flares	Ramp Slope	Non-Perp.	Ramp Landing	Curb Cut	Lip	Cross Slope	No Walk / Ramp				
88	Hanley Road at Barrington Lake Drive (north)		1	X	X				X							
89	Hanley Road at Barrington Lake Drive (north)		1	X	X				X							
90	Hanley Road at St. William Apartments Drive		1	X	X											
91	Hanley Road at St. William Apartments Drive		1	X	X											
92	Hanley Road at United Services Drive (north)		1	X	X											
93	Hanley Road at United Services Drive (north)		1	X	X											
94	Hanley Road at United Services Drive (north)		1	X	X											
95	Hanley Road at United Services Drive (north)		1	X	X											
96	Hanley Road at United Services Drive (south)		1	X	X											
97	Hanley Road at United Services Drive (south)		1	X	X											
98	Hanley Road at White Birch Lane		1	X	X											
99	Hanley Road at City Hall Driveway		2	X	X				X						X	
100	Stump Road at Whispering Pines Drive		1	X	X											
101	Stump Road at Whispering Pines Drive		1	X	X											
102	Meriwether Lewis Drive at Expedition Court		2	X	X				X							
103	Expedition Court		1	X	X											
104	Meriwether Lewis Drive at William Clark Drive		1	X	X											
105	Meriwether Lewis Drive at William Clark Drive		1	X	X											
106	Meriwether Lewis Drive at Twin Creek Court		1	X	X				X							
107	Meriwether Lewis Drive at Twin Creek Court		1	X	X											
108	Meriwether Lewis Drive at Trailblazer Court		1	X	X				X							
109	Meriwether Lewis Drive at Trailblazer Court		1	X	X											
110	Meriwether Lewis Drive at Lemhi Pass Court		1	X	X											
111	Meriwether Lewis Drive at Lemhi Pass Court		1	X	X											
112	Meriwether Lewis Drive at Snake River Drive		1	X	X				X							
113	Meriwether Lewis Drive at Snake River Drive		1	X	X											
114	Snake River Drive		1	X	X											
115	Snake River Drive at William Clark Drive (south)		1	X	X											
116	Snake River Drive at William Clark Drive (south)		1	X	X											



Project: ADA Compliant Ramp Reconstructions and Sidewalk Connections, Phase I

Project No.: 971300 Date: 11/30/2015

Description: Ramp and Sidewalk Locations Requiring Modification to Meet Current ADA Standards

*includes up to 16 feet of 5'-wide sidewalk at each tie-in location

No.	Approximate Location	Install 5' Wide Walk Total 1178 feet	Install ADA Ramp* Total 189	Deficient Items												
				Trunc. Dome	Ramp Flares	Ramp Slope	Non-Perp.	Ramp Landing	Curb Cut	Lip	Cross Slope	No Walk / Ramp				
117	Snake River Drive at William Clark Drive (south)		1	X	X					X						
118	Snake River Drive at Anikara Drive (west)		1	X	X					X						
119	Snake River Drive at Anikara Drive (west)		1	X	X											
120	Snake River Drive at Anikara Drive (east)		1	X	X					X						
121	Snake River Drive at Anikara Drive (east)		1	X	X											
122	Snake River Drive at William Clark Drive (north)		1	X	X					X						
123	Snake River Drive at William Clark Drive (north)		1	X	X											
124	187 Snake River Drive		1	X	X											
125	William Clark Drive at Explorer Drive		1	X	X											
126	William Clark Drive at Explorer Drive		1	X	X					X						
127	Explorer Drive at Nez Perce Court		1	X	X					X						
128	Explorer Drive at Nez Perce Court		1	X	X					X						
129	416 Explorer Drive		1	X	X											
130	14 Twin Creek Court		1	X	X					X						
131	23 Trailblazer Court		1	X	X					X						
132	32 Lemhi Pass Court		1	X	X					X						
133	Benefit Street at Thayer Court		1	X	X								X			
134	Benefit Street at Promenade Court		1	X	X					X						
135	Benefit Street at Promenade Court		1	X	X					X						
136	823 Benefit Street		1	X	X					X						
137	732 Thayer Court		1	X	X					X						
138	963 Promenade Court		1	X	X					X						
139	McGregor Circle at McGregor Circle (loop)		1	X	X											
140	McGregor Circle at McGregor Circle (loop)		1	X	X											
141	2121 McGregor Circle		1	X	X					X						
142	2131 McGregor Circle		1	X	X					X						
143	2132 McGregor Circle		1	X	X					X						
144	McGregor Circle at McGregor Court		4	X	X					X						
145	Samuel Drive at Curtis Drive		1	X	X					X						

DARDENNE



www.dardenneprairie.org

Project: ADA Compliant Ramp Reconstructions
and Sidewalk Connections, Phase I

Project No.: 971300 Date: 11/30/2015

Description: Ramp and Sidewalk Locations Requiring
Modification to Meet Current ADA Standards

*includes up to 16 feet of 5'-wide sidewalk at each tie-in location

No.	Approximate Location	Install 5' Wide Walk Total 1178 feet	Install ADA Ramp* Total 189	Deficient Items											
				Trunc. Dome	Ramp Flares	Ramp Slope	Non- Perp.	Ramp Landing	Curb Cut	Lip	Cross Slope	No Walk / Ramp			
146	Samuel Drive at Curtis Drive		1	X	X				X						
147	Samuel Drive at Dulce Domum Drive		1	X	X				X						
148	Samuel Drive at Dulce Domum Drive		1	X	X										
149	Samuel Drive at Samuel Drive (loop)		1	X	X										
150	Samuel Drive at Samuel Drive (loop)		1	X	X				X						
151	Putting Green Court		1	X	X					X	X				
152	2644 Samuel Drive		2	X	X					X	X				
153	Tournament Tee Court		1	X	X										
154	Curtis Drive at Rebecca Terrace Court		1	X	X							X			
155	Curtis Drive at Rebecca Terrace Court		1	X	X							X			
156	Curtis Drive at Cattail Drive		1	X	X										
157	7144 Curtis Drive		1	X	X							X			
158	Dulce Domum Drive at Robert Terrace Court		1	X	X										
159	Dulce Domum Drive at Robert Terrace Court		1	X	X										
160	Dulce Domum Drive at Redtop Drive		1	X	X								X		

RBA FORM (OFFICE USE)

MEETING DATE: **December 2, 2015**

Regular () Work Session ()

ATTACHMENT: YES () NO ()

Contract () Ordinance () Other ()

RIS #257

**Request for Board Action
By: Mayor ZUCKER**

- **Description: Propose nominations to the Board of Directors of the Cora Marie Community Improvement District**

- **Recommendation: Staff – Approve () Disapprove ()**

Summary/Explanation:

- As part of the annexation, rezoning and area plan approval for the Bopp property the property owner submitted a petition for the creation of the Cora Marie Community Improvement District, which the DP BOA approved on December 4, 2013.
- Three of the five members of the CID Board of Directors were appointed to serve 2 years, terms expiring on December 4, 2015.
- The Petition provides that the Mayor is to nominate a slate of successor directors presented by the CID Board of Directors and submit same to the DP BOA for approval.
- The CID Board of Directors, through its legal counsel has requested the reappointment of 3 people to as their own successor directors to serve 4 year terms.
- These are the same 3 people who were nominated, appointed and approved by the DP BOA in December 2013.
- The Mayor finds no reason to object to the nominations or to delay submission to the BOA for approval.
- CID Board membership is restricted to owners of real property or of businesses located in the District or persons designated by them, so right now only the Bopp Family Limited Partnership owns property so that “entity” gets to designate its representatives who are, in fact, members of the limited partnership.

- **Budget Impact:** (revenue generated, estimated cost, CIP item, etc.)

NONE

RBA requested by: Mayor Zucker

RESOLUTION NO. 257

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, CONSENTING TO THE MAYOR'S APPOINTMENT OF A SLATE OF NOMINEES TO THE BOARD OF DIRECTORS OF THE CORA MARIE COMMUNITY IMPROVEMENT DISTRICT

WHEREAS, on December 4, 2013, pursuant to Ordinance No. 1708, the Board of Aldermen of the City of Dardenne Prairie, Missouri, established the Cora Marie Community Improvement District (the "District") in accordance with the Community Improvement District Act, Sections 67.1401 to 67.1571, RSMo, (the "CID Act"); and

WHEREAS, the District is a political subdivision of the State of Missouri; and

WHEREAS, pursuant to the terms of the Petition for the Creation of a Community Improvement District filed in the office of the City Clerk on October 17, 2013 (the "Petition"), and Section 67.1451.5 of the CID Act, the Board of Directors of the District is to be composed of five (5) members appointed by the Mayor of the City with the consent of the Board of Aldermen; and

WHEREAS, on December 4, 2013 Harold H. Prestien, Charles W. Prestien, and Donald W. Prestien were each appointed to serve 2 year terms on the Board of Directors of the Cora Marie Community Improvement District ("BoD-CID"), said terms to expire as of December 4, 2015;

WHEREAS, on November 24, 2015, pursuant to Section 4. B. (3) & (4) of the Petition, a representative of the BoD-CID identified Harold H. Prestien, Charles W. Prestien, and Donald W. Prestien as the slate of nominees to be reappointed to the BoD-CID;

WHEREAS, the BoD-CID represents that Harold H. Prestien, Charles W. Prestien, and Donald W. Prestien meet the qualifications for membership to the Board of Directors of the District under Section 67.1451.2 of the CID Act and the Petition; and

WHEREAS, the Mayor proposes to appoint Harold H. Prestien, Charles W. Prestien, and Donald W. Prestien as the successor directors on the Board of Directors of the District for the terms expiring on December 4, 2019; and

WHEREAS, the Mayor hereby submits to the Board of Aldermen for its consent the appointments of Harold H. Prestien, Charles W. Prestien, and Donald W. Prestien to the Board of Directors of the Cora Marie Community Improvement District.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

Section 1. The Board of Aldermen hereby consents to the appointment of Harold H. Prestien, Charles W. Prestien, and Donald W. Prestien to the Board of Directors of the Cora Marie Community Improvement District each for a term to expire on December 4, 2019.

Section 2. This Resolution shall be in full force and take effect from and after the date of its approval.

Approved this _____ day of _____ 2015.

**Presiding Officer and Mayor of
the Board of Aldermen**

Attest: _____
City Clerk