

**TWIN OAKS BOARD OF ALDERMEN  
NOTICE OF WORK SESSION  
TWIN OAKS CITY HALL  
WEDNESDAY, SEPTEMBER 21, 2022, 5 P.M.  
TWIN OAKS, MO 63021**

TENTATIVE AGENDA

1. 2023 Capital Improvement Plan
2. Adjournment

Frank Johnson  
City Clerk/Administrator

POSTED: Sept. 19, 2022, 10 a.m.

**Please note:** Any person requiring physical or verbal accommodations should contact the city office 12 hours prior to meeting at 636-225-7873. Copies of public records for this agenda are available for public inspection before and at the time of the meeting.

**Memo to:** Board of Aldermen  
**From:** Frank Johnson, City Clerk/Administrator  
**Subject:** Capital Improvement Plan Amendments  
**Date:** September 15, 2022

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**STAFF RECOMMENDATION**

- Combine the Crescent Avenue Sidewalk project with asphalt and erosion control improvements to Crescent Road to form a single project with design and ROW acquisition to be completed in 2023 and construction in 2024.

**BACKGROUND**

Over the last several years, the City has been developing plans to build a sidewalk on a portion of Crescent Avenue. These plans have undergone many iterations with changes to the scope and cost of the project.

Most recently, the City received an updated cost estimate that saw significant increases in the overall cost of the project. The increases were mainly based on the rates that the City's engineering firm, BFA, has seen on similar projects. Together with the need to repair or replace the wooden bridge in the Park, the City can expect to spend over \$500,000 if both projects are completed in 2023<sup>1</sup>.

While this is a significant expenditure of funds, the City's strong financial position allows for it to be feasible, provided that the following year sees a greatly reduced level of capital expenditures (less than \$50,000). This would allow the average spent over the course of the two years to be in a more typical range, but it would require that any other significant infrastructure needs be put off until 2025.

In planning for the 2023 Capital Improvement Plan, the City's maintenance staff and Mayor Russ Fortune expressed concern over the condition of Crescent Road and the impact of delaying any major repairs. The pavement on the road is in poor condition and the edges of the pavement are eroding in certain places.

In consultation with BFA, City staff has devised an option for capital spending in 2023 and 2024 that more efficiently and quickly completes all three of the priorities outlined above — the wooden bridge replacement, the Crescent Avenue sidewalk and the Crescent Road repairs<sup>2</sup>. The approach is outlined in full on the following page.

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<sup>1</sup> See the draft Capital Improvement Program labeled "Version 1" for expenditure details.

<sup>2</sup> See the draft Capital Improvement Program labeled "Version 2" for expenditure details.

## **PROPOSED APPROACH**

- The sidewalk and road project would be rolled into a single project that would be part of a single RFP. The wooden bridge replacement would occur in 2023.
- All of the design, ROW acquisition and bid preparation would be completed in 2023 in order to allow for the project to be promptly bid and completed in 2024.
  - The bids could also be let in 2023 with the condition that construction be scheduled for 2024.
- The estimated capital spending would be \$175,050 in 2023, \$484,400 in 2024, and \$47,840 in 2025.

## **Potential Benefits**

1. The engineering work for both projects could be completed in the most efficient manner possible, thereby reducing the overall costs.
2. The City will receive more competitive bids by having a larger project that can attract more interest from potential contractors.
3. The current schedule creates a significant project management challenge in ensuring that design, ROW acquisition, stormwater analysis and permitting, and utility coordination all align in order to get the RFP issued in a timeframe that allows for construction in 2023. This option greatly reduces that pressure and will allow the City the time to ensure all aspects of the project are thoroughly reviewed and finalized, and potentially saves costs by reducing the likelihood of change orders.
4. It allows for a more holistic approach to improving the infrastructure of that area of the City. The City will essentially be addressing four needs: pavement improvement, erosion reduction, stormwater management, and pedestrian safety.

## **Potential Downsides/Risks**

1. The most prominent is that it would delay in the construction of the sidewalk. Given the lengthy time this project has already spent in the planning stages, frustration at that prospect is understandable.
2. The cost estimate for the work on Crescent Road is extremely preliminary, especially with regards to the erosion issues.
3. Even with the current estimates, this approach increases the overall level of spending the City would be committing to over the next two years, from a total of \$577,290 to \$659,450.

**CITY OF TWIN OAKS, MISSOURI**  
**CAPITAL IMPROVEMENT PROGRAM - VERSION 1**  
**FOR THE FISCAL YEAR ENDING DECEMBER 31, 2023**

PROJECT DESCRIPTION	Acct. No.	2022			2023	2024	2025	2026	2027 or Later
		Actual	Budget	Forecast					
Additional Park Lighting and Outlets	2-701	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -
Bike Replacement	4-702	4,572		4,572					
Boly Lane Apron Repair	1-701		18,000					50,000	
Boly Lane Apron Repair - Design and Bid	1-709	5,425		5,425					
Crescent Ave. Sidewalk - Design and Survey	1-709	10,199	40,000	26,740	58,000				
Crescent Ave. Sidewalk - Stormwater Analysis	2-708	575		10,750	2,500				
Crescent Ave. Sidewalk - Construction (w/ stormwater)	1-701				384,400				
Crescent Ave. Sidewalk - ROW Negotiation	1-701		12,000	11,675	2,800				
1 Crescent Road Landscaping	1-701						MIN		
Crescent Road - Asphalt and Erosion Repair	1-701					20,000	100,000		
Curb Replacement	1-701		38,000	62,000					
Curb Replacement - Design and Bid	1-709	4,630		3,350					
5 Double Inlet	2-701								MIN
Hartzog Lane - Road Improvement	2-701								Park Grant
2 Hartzog Lane - Turn Around/Enclosure	2-701					17,840			
3 Maintenance Facility	4-702								MIN
4 Meramec Station/Big Bend Intersection	1-701							200,000	
Meramec Station Road Patch and Seal	1-701								30,000
Meramec Station Crosswalk	1-701		20,000						20,000
Park Border Fence Replacement	2-701	13,024	39,000	39,000					
Park Electric Improvement - South Fence Gates	2-701			MIN					
Park Emergency Access Road	2-701						MIN		
7 Playground Pavilion Concrete Repair	2-701		10,000	-					
8 Playground Surface Sinkhole Repair	2-701		3,395	-					
6 Pond Bridge - Replacement	2-701				88,000				
Pond Bridge - Inspection/Design	2-709	375		5,000					
Radar Sign Replacement	1-701	3,240	3,750	3,240		3,750			
Split Rail Fence	2-701	6,350	6,000	6,350					
Stone Bridge Leak (MOVED TO R/M)	2-701		3,000	-					
Twin Oaks Marquee Sign	4-702								MIN
		<b>\$ 48,390</b>	<b>\$193,145</b>	<b>\$178,102</b>	<b>\$535,700</b>	<b>\$41,590</b>	<b>\$ 130,000</b>	<b>\$250,000</b>	<b>\$ 50,000</b>

**SUMMARY BY FUND AND ACCOUNT NUMBER**

CIST - Capital Projects	4-702	\$ 4,572	\$ -	\$ 4,572	\$ -	\$ -	\$ -	\$ -	\$ -
Parks & Stormwater - Park Capital Projects	2-701	19,374	61,395	45,350	88,000	17,840	30,000	-	-
Parks & Stormwater - Stormwater Engineering	2-708	575	-	10,750	2,500	-	-	-	-
Parks & Stormwater - Parks Engineering	2-709	375	-	5,000	-	-	-	-	-
Parks & Stormwater - Stormwater Capital Projects	2-711	-	-	-	-	-	-	-	-
Road - Capital Projects	1-701	3,240	91,750	76,915	387,200	23,750	100,000	250,000	50,000
Road - Engineering	1-709	20,254	40,000	35,515	58,000	-	-	-	-
		<b>\$ 48,390</b>	<b>\$193,145</b>	<b>\$178,102</b>	<b>\$535,700</b>	<b>\$41,590</b>	<b>\$ 130,000</b>	<b>\$250,000</b>	<b>\$ 50,000</b>

**LEGEND**

Prior year's budget
Deleted Project
Original Amount
New project since last version
Change

- 1 Project scope needs further discussion re: removing trees, providing addtl screening.
- 2 Excavation of hillside and construction of retaining wall to create space for trash
- 3 More discussion on disposition of 50 Crescent Ave, location, type of facility
- 4 County has no plans to improve the intersection in the next 5-10 years, but would support a federal project
- 5 Needs follow up with MSD for clarification on permit requirements
- 6 Assumes wood bridge + new abutments. Repair cost estimated at \$28,000
- 7 Repair determined not to be needed at this time and will be moved to R/M in the future
- 8 Repair determined not to be needed at this time and will be moved to R/M in the future

**CITY OF TWIN OAKS, MISSOURI**  
**CAPITAL IMPROVEMENT PROGRAM - VERSION 2**  
**FOR THE FISCAL YEAR ENDING DECEMBER 31, 2023**

PROJECT DESCRIPTION	Acct. No.	2022			2023	2024	2025	2026	2027 or Later
		Actual	Budget	Forecast					
Additional Park Lighting and Outlets	2-701	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -
Bike Replacement	4-702	4,572		4,572					
Boly Lane Apron Repair	1-701		18,000					50,000	
Boly Lane Apron Repair - Design and Bid	1-709	5,425		5,425					
Crescent Ave. Sidewalk - Design and Survey	1-709	10,199	40,000	26,740	58,000				
Crescent Ave. Sidewalk - Stormwater Analysis	2-708	575		10,750	2,500				
Crescent Ave. Sidewalk - Construction (w/ stormwater)	1-701					384,400			
Crescent Ave. Sidewalk - ROW Negotiation	1-701		12,000	11,675	2,800				
1 Crescent Road Landscaping	1-701							MIN	
Crescent Road Repair - Asphalt and Erosion	1-701				20,000	100,000			
Curb Replacement	1-701		38,000	66,781					
Curb Replacement - Design and Bid	1-709	4,630		3,350					
5 Double Inlet	2-701								MIN
Hartzog Lane - Road Improvement	2-701								Park Grant
2 Hartzog Lane - Turn Around/Enclosure	2-701						17,840		
3 Maintenance Facility	4-702								MIN
4 Meramec Station/Big Bend Intersection	1-701							200,000	
Meramec Station Road - Patch and Seal	1-701								30,000
Meramec Station Crosswalk	1-701		20,000						20,000
Park Border Fence Replacement	2-701	13,024	39,000	39,000					
Park Electric Repair - South Fence Gates	2-701			MIN					
Park Emergency Access Road	2-701								MIN
7 Playground Pavilion Concrete Repair	2-701		10,000	-					
8 Playground Surface Sinkhole Repair	2-701		3,395	-					
6 Pond Bridge - Replacement	2-701				88,000				
Pond Bridge - Inspection/Design	2-709	375		5,000					
Radar Sign Replacement	1-701	3,240	3,750	3,240	3,750				
Split Rail Fence	2-701	6,350	6,000	6,350					
Stone Bridge - Pond Leak (MOVED TO R/M)	2-701		3,000	-					
Twin Oaks Marquee Sign	4-702								MIN
		\$ 48,390	\$ 193,145	\$ 182,883	\$ 175,050	\$ 484,400	\$ 47,840	\$ 250,000	\$ 50,000

**SUMMARY BY FUND AND ACCOUNT NUMBER**

CIST - Capital Projects	4-702	\$ 4,572	\$ -	\$ 4,572	\$ -	\$ -	\$ -	\$ -	\$ -
Parks & Stormwater - Park Capital Projects	2-701	19,374	61,395	45,350	88,000	-	47,840	-	-
Parks & Stormwater - Stormwater Engineering	2-708	575	-	10,750	2,500	-	-	-	-
Parks & Stormwater - Parks Engineering	2-709	375	-	5,000	-	-	-	-	-
Parks & Stormwater - Stormwater Capital Projects	2-711	-	-	-	-	-	-	-	-
Road - Capital Projects	1-701	3,240	91,750	81,696	26,550	484,400	-	250,000	50,000
Road - Engineering	1-709	20,254	40,000	35,515	58,000	-	-	-	-
		\$ 48,390	\$ 193,145	\$ 182,883	\$ 175,050	\$ 484,400	\$ 47,840	\$ 250,000	\$ 50,000

LEGEND	
Prior year's budget	
Deleted Project	
Original Amount	
New project this year	
Change	

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**Crescent Ave Sidewalk - Phase I**  
Engineering and Construction Cost Estimate  
BFA Project No. 3497-13A  
Date: 9-8-2022

<b>Public Involvement and Concept Plans</b>	
Concept Plans and Meetings	\$ 16,500.00
Concept Stormwater Packet of Options	\$ 3,816.25
Aerial Concept Plan for South Properties	\$ 745.00
Concept Plans and Meetings for South Properties	\$ 8,500.00
<b>Survey</b>	
Topographic Survey and Field Work	\$ 6,961.25
ROW Documents	\$ 3,780.00
ROW Documents Remaining	\$ 12,220.00
<b>Stormwater Analysis</b>	
Stormwater Calcs and Report	\$ 575.00
Stormwater Calcs and Report Remaining	\$ 4,175.00
Meeting with Krewsons and Concept Plans	\$ 3,500.00
Additional topo	\$ 2,500.00
Additional Design for Krewsons Yard	\$ 2,500.00
<b>Design Services</b>	
Preliminary Design for North Properties	\$ 10,498.00
Preliminary and Final Design Remaining	\$ 34,821.00
County SWPPP Permit	\$ 7,000.00
Utility Coordination	\$ 6,000.00
Bid Assistance	\$ 5,400.00
<b>Construction Observations</b>	
As Needed	\$ 19,400.00
<b>Stormwater Grant Document</b>	
Prepare and Sign	\$ 285.00
<b>Total Estimate for BFA Services</b>	<b>\$ 149,176.50</b>
Total Spent as of Aug 26, 2022	\$ 43,160.50
Remaining	\$ 106,016.00
<b>Construction Estimate</b>	<b>\$ 365,000.00</b>
<b>Total Project</b>	<b>\$ 514,176.50</b>

Work Completed is in RED and Highlighted

North Properties: 90 Crescent, 98 Crescent, 2 Golden Oaks Ct  
South Properties: 140 Crescent Ave, and 150 Crescent Ave

Does not include

- Grant Administration
- MSD submittal and approvals
- Concept Plans and Cost Estimates over the Estimated Fee (\$8,500)
- County Site Plan Approval
- Coordination and/or reviews by Valley Park

103 Elm Street  
Washington, MO 63090



636.239.4751  
www.bfaeng.com

**Crescent Ave Sidewalk - Phase I**

Preliminary Plans

BFA Project No. 3497-13A

9/12/2022

ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL
Mobilization	1	LS	\$15,000.00	\$ 15,000.00
Traffic Control	1	LS	\$30,000.00	\$ 30,000.00
Temporary Erosion Control	1	LS	\$15,000.00	\$ 15,000.00
<b>Demolition</b>				
Tree Removal 10"-24" diameter	7	EACH	\$ 856.00	\$ 5,992.00
Shrub Removal	1	EACH	\$ 80.00	\$ 80.00
Pavement Driveway	142	SY	\$ 15.00	\$ 2,130.00
Pavement Roadway	51	SY	\$ 15.00	\$ 765.00
Landscaping	243	SF	\$ 2.00	\$ 486.00
<b>To Be Relocated &amp; Adjusted</b>				
Mailbox	4	EACH	\$ 200.00	\$ 800.00
Signs	9	EACH	\$ 150.00	\$ 1,350.00
Guy Wire Adjusted Due to Grading	3	EACH	\$ 1,500.00	\$ 4,500.00
Utility Pole to be Adjusted Due to Grading	4	EACH	\$ 1,500.00	\$ 6,000.00
Utility Pole & Guy Wire	1	EACH	\$ 8,500.00	\$ 8,500.00
Fire Hydrant	1	EACH	\$ 4,500.00	\$ 4,500.00
Telecommunications Pedestal/Box Adjusted	3	EACH	\$ 1,500.00	\$ 4,500.00
Telecommunications Pedestal/Box	1	EACH	\$ 2,175.00	\$ 2,175.00
Water Meter	2	EACH	\$ 1,400.00	\$ 2,800.00
<b>Sitework</b>				
4' Concrete Sidewalk (4" thick)	416	SY	\$ 96.00	\$ 39,936.00
Seeding/Sodding	0.20	AC	\$ 4,122.00	\$ 824.40
Earthwork, Import Fill	80	CY	\$ 34.00	\$ 2,720.00
Earthwork, Cut & Fill Rotation	350	CY	\$ 34.00	\$ 11,900.00
Truncated Dome	30	SF	\$ 43.00	\$ 1,290.00
Driveway Sawcut	69	LF	\$ 10.00	\$ 690.00
Rebuild Concrete Driveway	116	SY	\$ 60.00	\$ 6,960.00
2' Tall Retaining Wall	90	LF	109	\$ 9,810.00
Concrete Curb & Gutter	1020	LF	\$ 60.00	\$ 61,200.00
Curb Catch Basin	1	EACH	\$ 4,500.00	\$ 4,500.00
Stormsewer - 15" RCP	28	LF	\$ 132.00	\$ 3,696.00
15" FES	1	EACH	\$ 1,518.00	\$ 1,518.00
<b>Roadway</b>				
Striping	1020	LF	\$ 3.00	\$ 3,060.00
Pavement Markings - Stop Blocks	10	LF	\$ 8.00	\$ 80.00
Pavement Markings - Crosswalk	52	LF	\$ 3.00	\$ 156.00
Sawcut	1020	LF	\$ 10.00	\$ 10,200.00
Concrete Roadway	51	SY	\$ 500.00	\$ 25,500.00
<b>SUBTOTAL</b>				\$ 288,618.40
Contingency due to preliminary	25%			\$ 72,154.60
<b>CONSTRUCTION TOTAL</b>				<b>\$ 360,773</b>

1. Estimate of North side cost estimate based on Preliminary Plans dated 9/03/2021.

2. Estimate of South side cost estimate based on Concept Plans dated 7/07/2022.

**CITY OF TWIN OAKS, MISSOURI**  
**SCHEDULE OF PARKS AND ROAD REPAIR AND MAINTENANCE PROJECTS**  
**AS OF SEPTEMBER 6, 2022**

FUND	NAME	DESCRIPTION	2022			2023 Budget
			Budget	Actual	Fcast	
<b>PROPOSED PROJECTS</b>						
2-609.1	Comfort Station Restrooms	Install air vents	\$ 1,000			
2-609.1	Comfort Station Restrooms	Replace heater in Men's bathroom		\$ 2,500	\$ 2,500	
	<i>Wooden Pond Bridge</i>	<i>MOVED TO CAPITAL</i>	\$ 3,000			
2-609	Gazebo Erosion		\$ 4,500	\$ 2,301	\$ 2,300	
2-609	Basketball backboards		\$ 1,800	\$ 1,790	\$ 2,548	
2-609.1	Bathroom door locks	Needs upgrade, remote capabilities			\$ 2,000	
2-609.1	Playground Pavilion Concrete	Repair of cracked portion of concrete				\$ 10,000
2-609.1	Playground Surface Sinkhole	Repair of sinkhole on playground				\$ 3,395
2-609.1	Drinking Fountain Decommission					MIN
2-609.3	Cow Pond Tree Removal	17 dead trees identified for removal			\$ 15,000	
2-609	Stone Bridge - Pond Leak	<i>MOVED FROM CAPITAL</i>			\$ 3,000	
1-609	Boly Lane Crack Seal				\$ 3,770	
9-552.1	City Hall Sealing		\$ 1,200			

<b>ALL MAINTENANCE</b>						
2-606	Lake Expense		\$ 3,100	\$ 2,717	\$ 2,717	
2-607	Tools/equipment/rental		\$ 1,500	\$ 878	\$ 878	
2-608	Stormwater		\$ -			
2-609.1	Facility Maintenance	Comfort station, playground, buildings	\$ 4,100	\$ 4,744	\$ 6,744	
2-609.2	Park Inspections	Playground, water pumps	\$ 3,500	\$ 2,108	\$ 2,558	
2-609.3	Landscape Maintenance	Tree removal/pruning	\$ 5,000	\$ 7,718	\$ 22,718	
2-609.4	Irrigation Maintenance		\$ 2,000	\$ 2,087	\$ 2,087	
2-609.5	Electrical Maintenance		\$ 1,000	\$ 115	\$ 115	
2-609	General RM		\$ 13,600	\$ 4,791	\$ 4,791	
2-596	Misc. Expenses		\$ 100	\$ 90		
1-607	Road Tools and Supplies		\$ 1,500	\$ 683	\$ 633	
1-609	Road RM		\$ 15,000	\$ 261	\$ 4,031	
1-609.1	Road Irrigation		\$ -	\$ 614	\$ 614	
			<b>\$ 50,400</b>	<b>\$ 26,805</b>	<b>\$ 47,886</b>	<b>\$ -</b>
			\$ 33,900	\$ 25,247	\$ 42,608	-
			\$ 16,500	\$ 1,558	\$ 5,278	-

<b>OPERATING COSTS</b>						
2-610	Park Mowing		\$ 7,500	\$ 5,880	\$ 7,500	
2-612	Park Landscaping	Annual plant purchases and, in 2022, mulching	\$ 12,000	\$ 16,512	\$ 16,150	\$ 16,800
1-610	Road Landscaping/Mowing		\$ 35,800	\$ 23,759	\$ 35,800	
			<b>\$ 55,300</b>	<b>\$ 46,151</b>	<b>\$ 59,450</b>	<b>\$ 16,800</b>
			19,500		23,650	16,800
			35,800		35,800	-

**PROJECT NOTES**

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