

Memorandum

Department of Public Works



TO: Michael O. Geisel, P.E.
City Administrator

FROM: James A. Eckrich, P.E. *JAE*
Public Works Director City Engineer

DATE: October 31, 2017

RE: Snow Removal Recoupment Program for Private Streets
2018 Funding Authorization

In accordance with Public Works Policy 21, the Chesterfield City Council should establish funding for the Snow Removal Recoupment Program for Private Streets (Program) during the 2017/2018 winter season. This Program is submitted to the Planning and Public Works Committee (PPW Committee) each fall in order that a funding level can be set. The amount recommended by the PPW Committee will be forwarded to City Council, who can then approved a corresponding transfer from General Fund – Fund Reserves (above the 40% Policy).

The current Program is detailed in Public Works Policy 21 (most recent revision approved March 30, 2017), which dictates that non-gated private subdivisions can recoup costs for eligible snow removal expenses (street only) up to \$4,500 per centerline mile, or \$40 per residential unit, whichever is greater. Further, the Policy provides that during a “severe season”, defined as a season during which the City of Chesterfield receives thirty or more inches of snow, City Council will *consider* supplemental funding to allow reimbursements at the 80th percentile.

There are currently 51 subdivisions which participate in the Program. During a regular snow season (not “severe” by definition) the City’s maximum financial obligation to these subdivisions is \$163,021. Accordingly, it is my recommendation that the City of Chesterfield City Council authorize a 2018 transfer from the General Fund – Fund Reserves to Account 001-072-5254 in the amount of \$163,021. The actual expenditure reimbursed to the subdivisions will be determined in the spring of 2018, after receipt of all of the reimbursement requests. *

Forward to PPW
for recommendation
to Council,
me
10/31/2017

Action Recommended

The Planning and Public Works Committee should consider funding the Snow Removal Recoupment Program for Private Streets for the 2017/2018 winter season. Should the Committee concur with Staff's recommendation, it should vote to recommend a 2018 budget transfer from the General Fund – Fund Reserves to Account 001-072-5254 in the amount of \$163,021. If approved, the matter would then be forwarded to the full City Council for approval.

Once approved, notice of the Program funding will be provided to eligible private subdivisions. Should you have questions or require additional information, please let me know.

**CITY OF CHESTERFIELD
POLICY STATEMENT**

PUBLIC SERVICES

NO. 21

SUBJECT Street Snow Removal Recoupment
Program - Eligible Cost Formula

INDEX PW

**DATE
ISSUED** 8/16/1999

**DATE
REVISED** 03/20/2017

POLICY

Owners of un-gated, improved and platted private streets in subdivided developments are eligible for reimbursement of expenses incurred for snow removal.

This program is based upon private streets located within non-gated, single family residential developments, and condominium developments. It does not include commercial subdivisions or apartments. Within these developments, City staff will distinguish between private streets, alleys, and parking areas.

The funding formula is intended to provide reimbursement for reasonable and customary expenses for snow removal and deicing efforts on private streets, for participating subdivisions during a typical winter season.

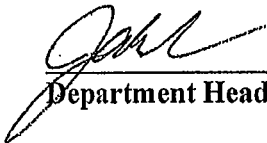
Reimbursements will be limited based on a formula of \$40 per residential unit or \$4,500 per centerline mile of private street, whichever is larger.

The Snow Removal Reimbursement Program will be presented to the Planning and Public Works Committee each fall to determine the amount to be funded for the upcoming winter season. The recommended allocation will subsequently be submitted to the full City Council for authorization.

Once the winter season has concluded, the City Staff shall determine if the season qualifies as a "severe season", defined as a season during which the City of Chesterfield receives thirty or more inches of snow, as measured by the National Oceanic and Atmospheric Administration (NOAA). If a "severe season" has occurred, City Staff will provide City Council information as to the amount of supplemental funding necessary to provide for reimbursement at the 80th percentile value for each category of reimbursement.

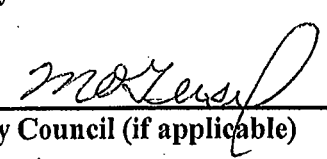
City Council would subsequently decide what level of supplemental funding would be provided through a Fund Transfer from the General Fund – Fund Reserves, if any.

RECOMMENDED BY:

 2/15/2017 PPW Committee 3/9/2017
Department Head/Council Committee (if applicable) Date

APPROVED BY:

City Administrator Date

 3/20/2017
City Council (if applicable) Date

2016 - 2017 Snow Removal Reimbursement Program for Private Streets

Subdivision	Units	Eligible Miles	Eligible \$ Calculation			Original Request (\$)	City Reimburse (\$)
			\$4,500.00 per mile	\$40.00 per unit	Eligible (\$)		
Arrowhead Estates	24	1.36	\$6,120.00	\$960.00	\$6,120.00	\$3,981.00	\$3,981.00
Baxter Lane & Est. of Baxter Ln.	35	0.7	\$3,150.00	\$1,400.00	\$3,150.00	\$550.00	\$550.00
Baxter Ridge Condominiums	128	1.59	\$7,155.00	\$5,120.00	\$7,155.00	\$2,215.00	\$2,215.00
Baxter Village Condominiums	30	0.17	\$765.00	\$1,200.00	\$1,200.00		\$0.00
Baywood Village Condominiums	161	0.97	\$4,365.00	\$6,440.00	\$6,440.00	\$5,040.00	\$5,040.00
Brandywine Condominiums	173	0.64	\$2,880.00	\$6,920.00	\$6,920.00	\$2,056.25	\$2,056.25
Cambridge Cove	42	0.25	\$1,125.00	\$1,680.00	\$1,680.00	\$2,200.00	\$1,680.00
Chesterfield Pines	3	0.057	\$256.50	\$120.00	\$256.50	\$626.00	\$256.50
Chesterfield Pointe Homeowners	55	0.43	\$1,935.00	\$2,200.00	\$2,200.00	\$1,900.00	\$1,900.00
Chesterfield Village Townhomes	193	0.99	\$4,455.00	\$7,720.00	\$7,720.00	\$5,388.75	\$5,388.75
Clarkson Grove Condominiums	72	0.33	\$1,485.00	\$2,880.00	\$2,880.00	\$3,910.00	\$2,880.00
Clarkson Grove III	8	0.03	\$135.00	\$320.00	\$320.00		\$0.00
Commons of Broadmoor	216	1.13	\$5,085.00	\$8,640.00	\$8,640.00	\$8,640.00	\$8,640.00
Conway Cove	54	0.12	\$540.00	\$2,160.00	\$2,160.00	\$2,475.00	\$2,160.00
Creve Coeur Crossing	84	0.3	\$1,350.00	\$3,360.00	\$3,360.00	\$510.00	\$510.00
Forest (The Forest Subdivision)	98	0.7	\$3,150.00	\$3,920.00	\$3,920.00	\$4,080.00	\$3,920.00
Forum West Section I	69	0.145	\$652.50	\$2,760.00	\$2,760.00	\$3,815.00	\$2,760.00
Forum West Section II	77	0.06	\$270.00	\$3,080.00	\$3,080.00	\$3,815.00	\$3,080.00
Four Seasons	281	2.38	\$10,710.00	\$11,240.00	\$11,240.00	\$4,125.00	\$4,125.00
Fox Hill Farms	18	0.63	\$2,835.00	\$720.00	\$2,835.00	\$2,115.00	\$2,115.00
Justus Pointe Condominium Assoc.	8	0.05	\$225.00	\$320.00	\$320.00	\$800.00	\$320.00
Manors of Broadmoor	87	0.52	\$2,340.00	\$3,480.00	\$3,480.00	\$3,937.50	\$3,480.00
Manors at Village Green	69	0.25	\$1,125.00	\$2,760.00	\$2,760.00	\$2,415.00	\$2,415.00
Monarch Trace	96	0.08	\$360.00	\$3,840.00	\$3,840.00	\$2,700.00	\$2,700.00
Oak Subdivision	103	0.75	\$3,375.00	\$4,120.00	\$4,120.00	\$2,118.00	\$2,118.00
Pacland Place	18	0.95	\$4,275.00	\$720.00	\$4,275.00	\$2,090.00	\$2,090.00
Parkway Townhouses at Village Green	54	0.35	\$1,575.00	\$2,160.00	\$2,160.00	\$2,680.00	\$2,160.00
Sugarwood	10	0.53	\$2,385.00	\$400.00	\$2,385.00		\$0.00
Sycamore Homeowners	45	0.4	\$1,800.00	\$1,800.00	\$1,800.00	\$800.00	\$800.00
Terraces at Woods Mill Cove	88	0.48	\$2,160.00	\$3,520.00	\$3,520.00	\$2,527.00	\$2,527.00
Thousand Oaks - Townes Homes	193	0.48	\$2,160.00	\$7,720.00	\$7,720.00	\$2,540.00	\$2,540.00
Village Green Condominiums	33	0.2	\$900.00	\$1,320.00	\$1,320.00	\$1,782.00	\$1,320.00
Village Green Residential	26	0.25	\$1,125.00	\$1,040.00	\$1,125.00	\$580.00	\$580.00
Village of Olde Baxter Square	8	0.06	\$281.25	\$320.00	\$320.00	\$320.00	\$320.00
Villas at Westmeade	32	0.23	\$1,035.00	\$1,280.00	\$1,280.00	\$5,470.00	\$1,280.00
Waldon Pond	32	0.38	\$1,710.00	\$1,280.00	\$1,710.00	\$420.00	\$420.00
Walnut Hill Farms	12	0.62	\$2,790.00	\$480.00	\$2,790.00	\$1,460.00	\$1,460.00
Wellesley Place	55	0.54	\$2,430.00	\$2,200.00	\$2,430.00	\$1,339.37	\$1,339.37
West Hills Townes Homes	75	1	\$4,500.00	\$3,000.00	\$4,500.00	\$4,862.50	\$4,500.00
Whitegate Farm Estates (Condos)	16	0.06	\$270.00	\$640.00	\$640.00	\$269.79	\$269.79
Whitegate Farm Estates Homeowners	20	0.21	\$945.00	\$800.00	\$945.00	\$862.00	\$862.00
Wildhorse Creek Forest	16	1.00	\$4,500.00	\$640.00	\$4,500.00	\$2,525.00	\$2,525.00
Wildhorse Creek Heights/Riverscene Estates	11	0.62	\$2,790.00	\$440.00	\$2,790.00	\$4,905.00	\$2,790.00
Wildhorse Ridge	5	0.23	\$1,035.00	\$200.00	\$1,035.00	\$1,680.00	\$1,035.00
Windsor Manor Condominiums	44	0.19	\$855.00	\$1,760.00	\$1,760.00	\$3,365.50	\$1,760.00
Woodcliffe Place	4	0.04	\$180.00	\$160.00	\$180.00		\$0.00
Woodfield Homes	66	0.52	\$2,340.00	\$2,640.00	\$2,640.00	\$4,200.00	\$2,640.00
Woodlake Condominiums	84	0.4	\$1,800.00	\$3,360.00	\$3,360.00	\$1,540.00	\$1,540.00
Woodlake Village Condominiums	70	0.48	\$2,160.00	\$2,800.00	\$2,800.00	\$6,640.00	\$2,800.00
Woods Glade Condominiums	51	0.37	\$1,665.00	\$2,040.00	\$2,040.00	\$9,700.00	\$2,040.00
Woods Glen Condominiums	111	0.26	\$1,170.00	\$4,440.00	\$4,440.00	\$1,600.00	\$1,600.00
					\$163,021.50	\$133,570.66	105,488.66