

City of Lake Saint Louis



2009 Annual Report

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INTRODUCTION

This Annual Report summarizes the major activities of the City of Lake Saint Louis for the past year. The report is divided into six sections and covers the following areas: (1) finances, (2) legislative activity, (3) administrative and department activities, (4) municipal boundary expansion, (5) municipal growth, and (6) zoning and land use. As City Administrator for the City of Lake Saint Louis, I am pleased to submit this 2008 Annual Report for review by the elected officials of Lake Saint Louis, as well as the public at-large.

SECTION 1 - FINANCES

Fiscal Year

The City operates on a fiscal year July 1 to June 30. The information presented is based on the close of the fiscal year.

Economic Condition and Outlook

The City's commercial activity slowed as a result of the severe national recession impacting businesses ability to secure financing for new projects. Even with the economic downturn, the City realized a small increase in sales tax and utility gross receipt taxes. These taxes increased \$70,000 (one and a half percent) from the 2008/09 fiscal year. The slowdown in the area's housing market also impacted Lake Saint Louis as there was a large decrease in the number of single family and multi family home starts. Real estate assessed values also dropped with the average home value in the City falling just under five percent (5%). Fewer residences locating to western St. Charles County will have an impact on future commercial growth and could impact job development.

While the City's General Fund revenues were flat from the prior fiscal year (\$8,612,273 in FY 07/08 and \$8,617,383 in FY 08/09), the City was able to increase its total net assets \$5,410,000 or seventeen percent (17%) over the previous year. Net assets may be, over time, an indicator of the City's overall financial health.

Debt Administration

As of June 30, 2009, the City had \$16,795,000 in outstanding general obligation debt as compared to \$17,310,000 in outstanding G.O. debt the prior year. Under Missouri Statutes, the City's general obligation debt issuance is subject to legal limitation based on ten percent of total assessed value of real property. At December 31, 2009 this debt limit was \$32,191,575.

These bonds, issued for street and drainage improvements, land acquisition and development of a park, acquisition and construction of a highway interchange and construction of a civic center, are considered to be net direct tax supported debt.

Cash Management

The city is governed by the deposit and investment limitations of state law. It is the policy of the City to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all local statutes governing the investment of public funds. The city's policy and state law authorize the following types of investments: United States Treasury Bills, Federal Agency Obligations, Obligations of Governmental Sponsored Corporations, Certificates of Deposits and Repurchase Agreements collateralized by government securities. During the fiscal year, the City invested idle funds in certificates of deposit.

Capital Projects

Proceeds of general obligation bond issues are accounted for in capital project funds until the improvement projects are completed. At the end of the fiscal year, completed projects are transferred to capital assets. Completed projects financed by general obligation bonds include assisting the Missouri State Highway Department in the acquisition of property, planning, engineering and construction of a highway interchange project at Missouri Highway 40/61 and Lake Saint Louis Boulevard, various street reconstruction projects, stormwater projects, the civic center construction project, park development projects and the new Public Works Facility.

Risk Management

The City constantly strives to reduce the number and severity of accidents involving City employees. The City has established a Safety Committee that meets quarterly to develop, discuss and review safety policies and procedures. A safety audit is conducted annually in cooperation with the City's insurance carrier, Missouri Intergovernmental Risk Management Association.

Independent Audit

It is the policy of the City of Lake Saint Louis to have an independent audit of all books and accounts, financial records and transactions of the City at the close of each fiscal year. Botz, Deal Company, P.C. was selected to perform the June 30, 2009 audit and following the conclusion of the audit, issued an unqualified opinion dated October 10, 2009.

Certificate of Achievement for Excellence in Financial Reporting

The Government Finance Officers Association of the United States and Canada (GFOA) awarded the Certificate of Achievement for Excellence in Financial Reporting to the City of Lake Saint Louis for its comprehensive annual financial report (CAFR) for the fiscal year ended June 30, 2008. The Certificate is a prestigious national award that recognizes adherence to the highest standards for preparation of state and local governmental financial reports. The June 30, 2009 CAFR has been submitted to the GFOA for consideration and staff believes that it continues to conform to program standards.

In order to be awarded a Certificate of Achievement, a government unit must publish an easily readable and efficiently organized CAFR, the contents of which conform to program standards. The CAFR must satisfy both generally accepted accounting principles and applicable legal requirements.

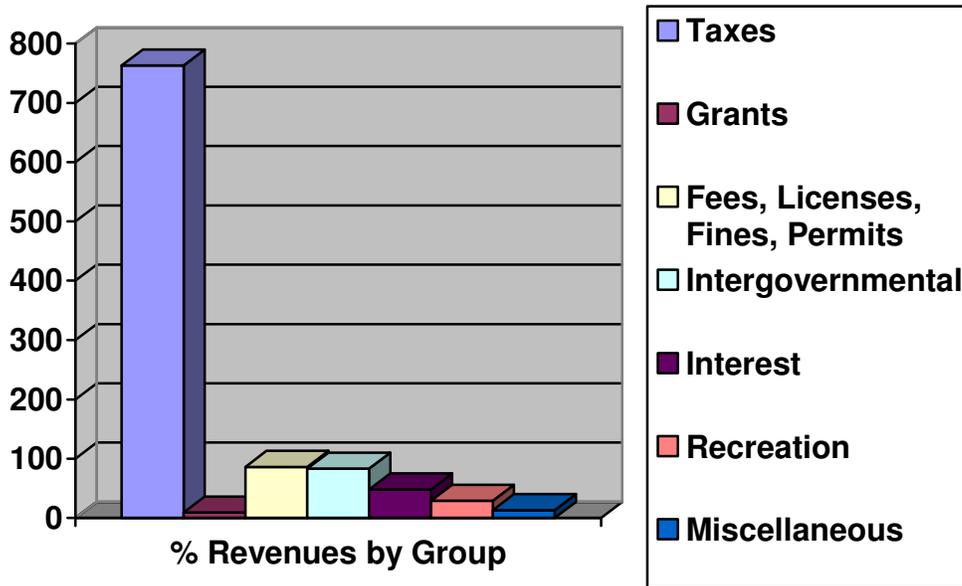
Financial Highlights

- On a government-wide basis, the assets of the City exceeded liabilities at June 30, 2009 by \$37,274,863. Of this amount, \$31,158,585 is invested in capital assets net of related debt and \$1,596,958 is restricted for specific purposes (restricted net assets). The City's unrestricted net asset balance is \$4,519,320.
- The City's total net assets increased \$5,410,440 during 2008/2009.
- General revenues related to governmental activities were \$12,014,030 and include \$4,651,648 (38.7%) in sales and utility gross receipt taxes. Property taxes accounted for \$3,160,743 (26.3%) of general revenues.
- Net expenses from the various functions of governmental activities was \$6,603,590.
- At June 30, 2009, the City's governmental funds reported combined ending fund balances of \$6,824,702, a decrease of \$2,712,668 compared to June 30, 2008 ending fund balances of \$9,537,370. Approximately 22.2% of this total (\$1,512,660) is not reserved or designated in any way and is available to be spent at the City's discretion.
- At June 30, 2009 the unreserved fund balance of the General Fund was \$1,512,660 or 18.2% of the general fund expenditures.

Revenue Sources

The chart below compares the revenue sources for fiscal year 2008/2009 as a percent of the total revenue budget:

**Table 1
Fiscal Year Revenue Sources**



Property Tax

Allocations of the property tax levy by purpose for fiscal year 2007/2008 and the two preceding fiscal years are as follows (amount per \$100 assessed value):

Table 2 – Property Tax Allocation

Purpose	2009/2010	2008/2009	2007/2008
General Fund	0.5951	\$0.5951	\$0.5951
Debt Service Fund	0.3994	0.3994	0.3994
Total	\$0.9945	\$0.9945	\$0.9945

The Finance Department is responsible for financial administration, tax billing and collection, purchasing and risk management.

LEGISLATION 2 – LEGISLATIVE ACTIVITY

Ordinances and Resolutions

The Mayor and Board of Aldermen accomplished significant achievements as a legislative body in 2009.

The Lake Saint Louis Board of Aldermen approved one hundred six (106) Ordinances and twenty-eight (28) Resolutions, totaling one hundred thirty-four (134) legal actions. The Mayor signed all documents, not exercising the veto prerogative in 2009. This compared to one hundred forty-one (141) Ordinances and twenty-two (22) Resolutions that were adopted in 2008.

The breakdown of all Ordinances on the basis of “subject matter” is shown below:

Table 3 – 2009 Ordinances

Legislation	2009 Amount	% of Total	2008 Amount
Annexation	0	0%	0
Finance	66		83
General Government	22		27
Regulatory	19		22
Zoning/Land Use	2		9
TOTAL	106		141

It should be noted that the category entitled “General Government” is fairly broad, including roadway dedications, agreements with MoDOT and the County Road Board, right-of-way agreements, personnel policies, street name changes, etc. The reduction in zoning/land use ordinances reflects on the slowdown in the City’s development as a result of the economic climate. The finance category includes contracts, budget adjustments and purchases.

Some of the more significant Ordinances and Resolutions impacting the overall community include, but are not limited to, the following:

- Reduced the number of dwelling units in the Downtown Overlay District from three hundred seventy (370) to one hundred fifty (150) and limited the height of buildings to no more than fifty (50) feet.
- Entered into a contract with Intuition and Logic to be the design consultant for the Fox Hound Drive Tributary streambank stabilization project.
- Authorized a Public Works Mutual Aid Agreement among the cities of St. Charles County.
- Amended the City code to establish the procedure for Site Plan extension so that the Planning Commission may grant the first one (1) year extension and the Board of Aldermen considering and perhaps granting additional one (1) year extensions for no more than twelve (12) months per extension.

- Entered into a contract with St. Charles County for use of the St. Charles County Transportation Sales Tax Funds for reconstruction of Freymuth Road.
- Approved the Quick Trip construction escrows.
- Accepted American Recovery and Reinvestment Act (ARRA) federal funds to construct a multi-use path along portions of Prospect Road.
- Approved a revised preliminary/final subdivision plat for Quick Trip and an adjoining lot.
- Placed a temporary moratorium on the permitting and construction of electronic billboards.
- Awarded a bid to GBA to design Freymuth Road construction.
- Awarded the annual street and sidewalk maintenance program for concrete panel replacement to J.M. Marscheutz and Company.
- Awarded the annual street maintenance program for asphalt to Corrective Asphalt Materials, LLC.
- Amended the code governing the Park Board revising the duties and responsibilities of the Park Board and size of the Board.
- Adopted the 2009/10 City Budget by fund.
- Amended the Building Code provision providing site security and cleanup in the event that work stops on a non-residential construction project for a period of thirty (30) days.
- Clarified the ordinance governing dedications of private streets to prohibit public funds from being expended for maintenance operations unless those streets are accepted for public maintenance under the terms of the City street acceptance policy.
- Prohibited electronic billboards.
- Approved a preliminary development plat for a commercial tract west of the Target Store.
- Established the annual real estate tax levy rate and special tax levy rate for the year 2009.
- Awarded a bid to L. Krupp for resurfacing Hawk Ridge Trail.
- Authorized the resubdivision of lots in the Manors at Meadowbrook Plat Two.
- Awarded a bid to clean up the old public works site.
- Awarded a bid to MRCT Benefits Plus to provide employee benefit insurance consultant/broker services.
- Amended the code to increase the spacing of billboards along the highways so that they can not be any closer than five miles from each other.
- Amended the code governing monthly realtor tour signs allowing them on one Tuesday per month between certain hours.
- Awarded a four year bank services bid to First Bank.
- Amended the City's purchasing procedures establishing new authorization amounts for City staff.
- Awarded the City's residential trash service pickup to Christian Environmental Services.
- Amended the Highway Commercial zoning district permitted uses to allow for college campuses offering evening and weekend classes with a Special Use Permit.
- Awarded a bid to Bi-State Utilities for the Normandy Drive Stormwater Improvement Project.
- Amended the Development Agreement with Davis Street Land Company, owner of The Meadows Shopping Center to participate in the construction of the Von Maur Parking Garage.

- Entered into a contract with St. Charles County to manage the pass through of federal funds for resurfacing Lake Saint Louis Boulevard in the downtown district; Ronald Reagan Drive south of Lake Saint Louis Boulevard to Technology Loop Drive; and Prospect Road west of Freymuth Road.

A number of other Ordinances and Resolutions of lesser magnitude were adopted, ranging from the granting and/or abandoning of easements and roadways, to revising zoning codes, authorizing contractual agreements with other entities, accepting streets, and amending the City budget.

In summary, the City took action to approve the construction and operation of new businesses, funded numerous infrastructure construction projects, created an environment where quality, positive growth is encouraged, and approved new high quality residential developments.

SECTION 3 – ADMINISTRATIVE AND DEPARTMENT ACTIVITIES

Administration and Finance

The biggest challenge for the Administrative staff in 2009 was securing a three (3) party agreement between the City, Davis Street Land Company (owners of The Meadows Shopping Center) and the Von Maur Department Store. Von Maur pulled construction crews from the site in October after learning that Davis Street was not going to construct an adjoining parking deck.

The Settlement Agreement stipulated that Von Maur would re-commence site construction and open the store if Davis Street would construct the parking deck. The country's financial credit crisis and the Davis Street's bank's requirement for higher collateral was problematic for Davis Street. Their bank wanted City participation in the project as a condition of loan approval. The City didn't want to commit existing sales tax money to the project but realized the addition of the Von Maur store was critical to the shopping center's future success.

City officials concluded it was necessary to pledge half of the sales tax from The Meadows shopping center to pay off the parking garage bonds. As Von Maur is projected to double the shopping center's sales tax, there should not be a loss in existing sales tax revenue. The bond is expected to be paid off in six (6) or seven (7) years and if the shopping center is a success, the City is expected to realize a return on its investment of approximately six percent (6%). The shopping center's Transportation Development District sales tax was also increased from $\frac{3}{4}$ cent to one cent.

Within a few weeks of all parties signing the Agreement, construction crews returned to the site and Von Maur is scheduled for a September 2010 opening.

Community Development

The building and planning functions will be covered under Section 5 – Municipal Growth and Section 6 – Zoning and Land Use.

Municipal Court

The Court primarily handled cases filed by the Lake St. Louis Police Department, the Prosecutor and Code Enforcement Officers. There were 4,632 new cases filed and processed during 2008. Of this amount, four hundred sixty-five (465) cases were failure to appear charges filed by the Prosecutor. As a comparison, there were 4,177 new cases filed and processed in 2007. These cases included traffic tickets, non-traffic summonses (assault, possession of narcotics and paraphernalia, property damage, zoning/building violations, and failures to appear violations).

The Court convened twenty-four (24) times with an average of one hundred seventy-three (173) new violations per session. The Court had a slight increase in Assault and Domestic Assault charges filed by the Prosecutor in 2008 (seventy-three in 2007 and seventy-seven in 2008). Lake Saint Louis also experienced an increase in reported misdemeanor stealing charges. There were thirty-two (32) reports in 2007 and forty-one (41) reports in 2008. Court staff processed 14,851 dispositions of which 4,574 were closed.

Court fines include special fees for various agencies in addition to money that is deposited in the City treasury. Of the \$569,576 collected by the court, a total of \$406,897 was kept by the City. The remaining money is distributed to special funds such as the State and Local Officers Training Fund and the Crime Victims Compensation Fund. Other money is directed to the Domestic Violence Shelter and recoupment accounts. The City receives funds to house prisoners off site from court fines as well.

Court staff is very happy to see the number of volunteers increase from three (3) to six (6) this year. Their assistance greatly helps the Court process the public through the system.

Increasing staff by funding a part time clerk to full time allowed the court more flexibility with office hours. The office is staffed from 7:00 a.m. to 5:00 p.m.

Table 4 – Top 10 Violations

2005	2006	2007	2008 Violation
984	1,353	1,033	1140 Speeding violations
40	10	5	186 Speeding in construction zones
2	9	2	0 Driving through median to avoid traffic congestion
432	485	536	465 Failure to appear
182	567	637	584 Failure to register and other licenses violations
143	371	352	426 No proof of insurance
152	172	142	144 Driving with suspended or revoked license

2005	2006	2007	2008 Violation
81	31	100	126 Driving while intoxicated
106	415	304	430 Stop sign/electrical sign violations
53	86	63	80 Possession of a controlled substance
	10	123	173 Code Enforcement Matters
2175	3,509	3,297	3754 Total

Table 5 – Municipal Court Revenue

Fiscal Year	Offenses Filed	Total Collection
2007/08	4,177	\$406,898
2006/07	3,829	\$397,624
2005/2006	4,292	\$483,667
2004/2005	2,642	\$394,969
2003/2004	2,629	\$336,328

Court staff must maintain records for the statutory retention period. It is a big job each year to destroy records pursuant to Supreme Court Rules. Twelve (12) boxes of documents were destroyed in accordance with the law this year. Staff also researched over three hundred (300) cases to determine if the evidence that the Police Department was holding could be released or destroyed. Of the two hundred ninety one (291) cases researched, two hundred twenty-seven (227) were closed and the evidence to those cases no longer need to be retained by the Police Department.

Court staff met with the Prosecutor to discuss several matters of concern which led to changes in procedures on court night. The Prosecutor continues to make changes to procedures when providing plea arrangements to attorneys. All of these changes have been positive and helpful to the efficiency of the court operations.

One goal is to be more conservative with paper use. Court staff is making good progress in this goal. Approximately four (4) reams of paper per month are being saved by staff changing the way they use paper.

The Assistant Court Clerk spends up to eighty (80) hours a month processing warrant cases. A warrant is issued when an offender fails to appear or fails to comply with the judge's order. Often times, offenders with warrants move and Court staff spends much time looking for updated information in order to contact that person. Of the eighty-two (82) cases she is working on, her work has resulted in fourteen (14) warrants being closed and \$2,912 collected. Research in nine (9) other cases resulted court staff learning that the offender was either deceased or the judge had granted credit for time served in jail.

Once a month, the Highway Patrol sends our Police Department a warrant validation report. The Dispatch Supervisor reviews this report and updates any new information contained in the report.

The Assistant Court Clerk uses this updated information to pursue collections by sending out new letters to the offender or issuing warrant cards.

The Municipal Court serves an essential function of municipal government. Without a fair judicial system, any attempt to enforce the many Municipal Codes governing this community would be wholly impractical and unenforceable. Everyone involved in the municipal court provide a professional service to our community that is founded in a commitment to the highest ethical standards.

Parks and Recreation

The Parks and Recreation Department maintains all park acreage as well as City Hall and numerous right-of-ways. All City tree programs and landscaped areas are also managed by our department.

The Recreation Division also operates a multitude of quality recreational, athletic and special event programs for all our citizens and visitors.

We pledge to provide quality recreational programs, park facilities and a variety of enrichment opportunities with a professional standard of excellence that enhances the quality of life for all citizens. Two new parks have opened within the past two years.

Hawk Ridge Park

Hawk Ridge is one of Lake Saint Louis' showcase parks. It is home to Zachary's Playground, a 20,000 sq. ft. playground specifically designed to accommodate children of all abilities. This is the largest playground in the State of Missouri specifically designed for children of all abilities. The park has turned out to be very popular as there are many days during the year when the parking lot is full forcing cars to park on nearby streets. Other amenities in the park include a 400 sq. ft. spray park, over 5,500 linear feet of walking trails, a pavilion, gazebo, restrooms, drinking fountains, barbeque grill, picnic tables, benches, and trail lighting.

Veterans Memorial Park

This park was designed to commemorate those who are currently serving in the military as well as those who have served in our country's conflicts. This four (4) acre memorial park features pedestals around the star and flag design reminding and educating visitors about our country's most significant conflicts. Flags of the five military branches are displayed. The Veterans Committee raised funds to assist with the cost of the memorial and continue to offer engraved commemorative bricks to be placed within the walkways around the memorial. Annual ceremonies are conducted on Memorial Day and Veterans Day.

Park Maintenance

The Department continues to take pride in maintaining the parks to the highest standards. An unusual amount of inclement weather during the spring of 2009 produced additional challenges, however, field use at the Sports Complex in Founders Park remained high. Tournaments booked into the Fall increased the number of games on our fields with over nine hundred (900) baseball and softball league and tournament games and two hundred seventy-two (272) soccer games. Field preparation and lining these fields is the responsibility of the Parks Maintenance Division. In addition, the Parks Maintenance Division handles the annual turf and chemigation program necessary to keep these athletic fields up to standards. The Department continues to have a steady increase in park and facility users for which Maintenance prepares. There were a total of 225 pavilion rentals in 2008. The breakdown shows eighty (80) pavilion rentals at Boulevard Park and twenty (20) amphitheater rentals. Hawk Ridge Park hosted one hundred twenty-five (125) pavilion rentals. Park Maintenance has also assisted with the set up and clean up of eight (8) special events held in our parks.

Founders Park Maintenance:

- Hazardous trees have been removed at Founders to assure the safety of visitors and longevity of the remaining trees. These diseased and damaged trees were removed and chipped and stumps were ground.
- Smallest field, 6, has been renovated
- Dirt has been added and fields 4 & 5 have been renovated
- Slats replaced on wooden picnic tables and then repainted

Boulevard Park Maintenance:

- Restrooms were rejuvenated with new paint, new soap dispensers and new lighting installed. Deteriorating wood was replaced.
- Wooden picnic tables have been refurbished and painted
- Mulch has been sprayed into the playground area
- Dead trees have been cut and stumps have been ground
- Amphitheater received fresh paint inside and out

Hawk Ridge Park Maintenance:

- New fencing has been added around the back of Zachary's playground.

Veterans Memorial Park Maintenance:

- Maintenance Staff installed benches and bricks in the memorial.
- Brick locator sign has been installed at the Memorial Park to help brick donators find where their bricks were installed.
- Ceremonies were held at this location on Memorial Day and Veterans Day to honor all veterans.

City Right of Ways:

- With the City's continued development south, an additional ½ mile of mowing and trash pick up was added to the park maintenance responsibilities to include property in front of Murphy's Oil and Steak-N-Shake.

In general, Park Maintenance is responsible for athletic field preparation and maintenance, trash pick up, mowing, pavilion maintenance, restroom clean up, tree removal, irrigation and lighting repairs, fountain and pond maintenance. Staff also provides set up and clean up for concerts, special events such as movies, holiday programs, and the triathlon. Safety training and equipment maintenance are done throughout the year. In addition, Park Staff assists Public Works in running snow removal shifts.

Arborist/Horticulturist

- Gardening Basics had 9 students
- Green Gloves logged 188 volunteer hours
- Hawk Ridge Park Prairie Restoration project- I have formed a partnership with a chapter of the Missouri Master Naturalists for certain types of projects. The prairie restoration project at Hawk Ridge Park (for which we received the Community Stewardship grant) is one such project. Managing invasive plant material is one of the requirements of the grant, as is restoration of the riparian corridor of the creek.

We had to ask for an extension on time to get this project completed. This was simply due to the fact that there isn't enough manpower to get it done. I've been working on developing these relationships constantly since my first day on the job and they are beginning to come together. The project is moving forward. We've seeded the area twice now with native wildflowers, moved toward getting the honeysuckle under control, planned to have another work day to get the trash out of the creek and in the next two weeks create demonstration beds of native plants that will begin to educate residents on how our native plants can be used in more "formal" settings.

Another faction of the same chapter of Master Naturalists has agreed to work with me on monitoring the water quality of the creek. They tested it once about a year ago and found encouraging results, so we want to continue to monitor it to see what happens with an improved/restored riparian corridor.

This type of project doesn't visibly show immediate results...it will take approximately 2-3 growing seasons to see the fruits of our ongoing labors but those fruits will be fantastic.

- Arbor Day Celebration & Tree Care Workshop- This year's event offered a lot of good education for residents and was supported by our City-licensed tree care companies as well as some local businesses. Our tree mascot Limby made his first public appearance and was very well received. We had a performance of Dr Seuss', "The Lorax", planted (26) 1"- 1 ½" trees in Boulevard Park and had a nationally known soil biologist as our key note speaker.
- TRIM Grant funded complete park tree inventory- Missouri Department of Conservation once again awarded us a TRIM grant for the inventory of our park trees. This inventory will prove to be an invaluable management tool for us.

- Community Development Department - Collaborated with Community Development on approximately 20 projects ranging from screening for swimming pools to monitoring tree preservation plans to inspecting installed commercial landscapes. Also working with Code Enforcement Officer, assuming the duties of enforcing Tree Ordinance. Attending Architectural Review Board meetings by their request.
- Public Works Department- Collaborated with Public Works Department on the storm water improvement projects they are implementing as well as the Freymuth Road project to ensure we protect and preserve our existing trees wherever possible.

Boulevard Park Landscaping

Enlarged and enhanced the planting bed between the permanent restroom facility and the pavilion that was donated to the city by a VFW many years ago. From a lack of previous care, the larger plants in the bed had deteriorated to a point where they were no longer attractive or exemplifying the respect due the veterans for which it was planted.

Civic Center Landscaping

A year of maintenance, mulch, pruning, weed and pest management.

Founders Park Landscaping

Removed and replaced the hawthorns along the Community Association fence with Taxodium distichum/baldcypress. The hawthorns were not working in this particular site. It is almost always wet here and the baldcypress will thrive in a wet site, creating a screen from the Community Association facility.

Replaced the green ash trees that were removed from the soccer field area with 26 trees and shrubs. This was part of our NeighborWoods Month program. The plants were installed in one day with the help of four fantastic volunteers. We also created a new bed that day across the walking path from this area and installed 8 trees and shrubs in this bed.

Hawk Ridge Park Landscaping

See Prairie Restoration above.

Veterans Memorial Park Landscaping

Added a few plants to the berm area between the park and The Moorings neighbors to soften the transition and provide a more peaceful and secluded feeling to the park.

Recreation

The Lake Saint Louis Parks and Recreation Department offered various activities for the community throughout the year. In total 115 programs and activities were offered ranging from leagues to special events to art classes. The following depicts the offerings provided and respective participation numbers.

Table 6
2009 Recreational Programs

Youth Programs	Resident	Non-Resident	Total Participants
Father/Daughter Valentine Dance	90	6	96
T-Ball	27	13	40
Youth Baseball (16 divisions)	366	441	807
Babysitting Basics (4 sessions)	9	12	21 (1 session cancelled)
Youth Drawing Class (7 sessions)	4	9	13 (3 sessions cancelled)
Young Adult Drawing (1 session)	4	4	8
Pitching Clinic (Baseball)	16	16	32
Camp Gators (10 weeks of camp)	382	107	489
Baseball Camp	32	68	100
Soccer Camp	4	11	15
Softball Camp	7	19	26
Helmet Fittings (3 sessions)	15	0	15
<i>Total Number of Youth Participants</i>			<i>1572</i>

Adult Programs	Resident	Non-Resident	Total Participants
Flex and Strength (8 sessions)	78	11	89 (1 session cancelled)
Intermediate Watercolor (8sessions)	18	5	23 (1 session cancelled)
Pastel Painting (3 sessions)	17	8	25
Adult Drawing (6 sessions)	53	4	57
Art of Portrait (6 sessions)	17	15	32
Bone Density FREE Program (1 sessions)	12	11	23
Gardening Basics (2 sessions)	21	11	32
Art Exhibition	15	10	25
<i>Total Number of Adult Participants</i>			<i>306</i>

Special Events	Residents	Non-Residents	Total Participants
Easter Egg Hunt (co-op w/ LSL Mothers Club)	650	200	Est. 850
4 Movie In The Park	400	200	Est. Avg. 150 600 total attend
6 Music on The Lake Concert Series	1,700	700	Est. 500 per 3,000 total attend
City Wide Garage Sale	132 Homes		132
Halloween Party In The Park(Co-op w LSL Mothers)	0	0	Cancelled due to weather
Tree Lighting Ceremony	300		Est. 300
Holiday Decorating Contest	9 (pre- registered)		9
Santa Letters	52	13	65 letters
Triathlon	63	687	750
<i>Total Number of Participants</i>			<i>5706</i>

Leagues	Residents	Non-Residents	Total Participants
Men's Softball	4 (teams)	6 (teams)	10 teams 150 people
Church Softball	2 (teams)	5 (teams)	7 teams 105 people
Co-Ed Softball (2 sessions)	4 (teams)	13 (teams)	17 teams 270 people
Men's Golf	16 (teams)	2 (teams)	18 teams 36 people
<i>Total Number of Participants</i>			<i>561</i>

Police Department

Dear Citizens:

In 2009, Money Magazine on CNNMoney.com ranked Lake Saint Louis ninth on its list of the ten best cities in the U.S in which to live and the fifteenth best city in which to retire, citing the myriad year-round activities and the low crime rate as factors. The City offers an exceptionally safe environment in which to live, work, shop and play. Our community offers a lifestyle and amenities that are unparalleled in the area.

On the down side, this nation was faced with the toughest economic times we have seen in decades. It is not unusual to see an increase in certain types of criminal activity. While this community has not been immune to some of these changes, police-community partnerships have gone a long way toward mitigating the effects of the economic downturn on public safety and law enforcement. Thanks to community involvement and the hard work and dedication of the men and women of this agency, our per capita crime rate remains the lowest among comparable communities in the county.

I invite you to review the Lake Saint Louis Police Department's Annual Report for 2009. I am proud of the dedicated professionals of the Lake Saint Louis Police Department, who have devoted themselves to serving this community.

The Mission of the Lake Saint Louis Police Department is to ensure a safe environment for residents by providing quality public service based on the highest ethical and professional standards.

To this end, the Police Department strives to meet this challenge through a partnership with the community to ensure responsiveness to community perceptions as well as community needs

Respectfully,

Michael T. Force
Chief of Police

Table 7 Police Personnel

		<u>Allocated</u>	<u>Filled</u>
<u>Commissioned Personnel</u>			
Chief	Chief of Police	1	1
Captain	Assistant Chief of Police	1	1
Lieutenant	Patrol Division	2	2
Lieutenant	Support Services	1	1
Sergeant	Patrol Division	4	4
Sergeant	Bureau of Investigations	1	1
Detective	Bureau of Investigations	1	1
Detective	SCC Regional Drug Task Force	1	1
Police Officer	Patrol Division	16	16
Police Officer	Traffic Division	1	1
Police Officer	Community Policing /D.A.R.E.	1	1
	<u>Total Full-Time Commissioned</u>	<u>30</u>	<u>30</u>
Police Officer	Reserve Officer	****	3
	<u>Total Reserve Police Officers</u>	****	<u>3</u>
	(Not included in the unpaid volunteer category below)		
		<u>Allocated</u>	<u>Filled</u>
<u>Non-Commissioned Personnel</u>			
Administrative Assistant	Administrative Assistant to the Chief	1	1
Police Records Clerk	(Note 1)	1	0
Communications Supervisor		1	1
Dispatcher	Full Time	6	5
	<u>Total Full-Time Non-Commissioned</u>	<u>9</u>	<u>7</u>
Dispatcher	Emergency Basis Part-Time (Note 2)	2	2
	<u>Total Part-Time Non-Commissioned</u>	<u>2</u>	<u>2</u>
Volunteer Police Clerk	(Approximately 8 hours per week)	****	1
<u>Note 1:</u>	The full-time Records Clerk is currently on unpaid leave due to a prolonged illness. In her absence, the position is being covered by the Communications Supervisor.		
<u>Note 2:</u>	.Total maximum hours for all part-time dispatchers combined is 16 hours per week		
		<u>Allocated</u>	<u>Filled</u>
	<u>Total Full-Time Employees</u>	39	38
	<u>Total Part-Time Employees</u>	2	2
	<u>Total Unpaid Volunteers (not reserves)</u>	***	5

Office of the Chief of Police

The Office of the Chief of Police is responsible for the management, direction, and administration of the Department. The Chief of Police is accountable for ensuring that the general functions of the Department are carried out effectively and efficiently. The Chief of Police and his Command Staff manage projects, conduct and coordinate research, develop policy, manage media and public relations, administrate crime prevention programs, direct the hiring and training of Department personnel, review and investigate complaints, conduct promotional processes, create and maintain professional standards of conduct, monitor use of force, conduct internal affairs investigations, and recommend commendatory and disciplinary actions.

Field Operations Division

The Assistant Chief of Police, who holds the assigned rank of Captain, reports to the Chief of Police and commands the Field Operations Division. Lieutenants, Sergeants, and Detectives, Patrol Officers and officers assigned to special duty constitute the staff of this unit. The Commander of the Field Operations Division is responsible for the intelligent, coordinated and effective deployment and management of the Department's patrol, uniformed, and investigative resources.

Patrol Operations Section

Composed of two shifts, each commanded by a Lieutenant and supervised by two Sergeants, the Patrol Operations Section reports to the Commander of Field Operations. This Section provides twenty-four hour uniformed police services. In addition, this section provides specialized services to the community and is responsible for evidence and property control.

Bureau of Investigations

The Bureau of Investigations is commanded by a Detective Sergeant who reports to the Commander of Field Operations and is staffed by one additional Detective. The Bureau of Investigations is responsible for specialized investigations of those types of crimes requiring time and/or expertise beyond the capacity of the patrol force. The Investigations Bureau is responsible for general investigations including property crimes/crimes against persons, special investigations, and background investigations of individuals seeking to associate themselves with the Department via voluntary service, employment or other affiliation.

Traffic Enforcement Officer

The Lake Saint Louis Police Department currently has one full-time officer whose primary objective is to deter negative driving behavior by concentrating on enforcement of traffic laws throughout the city. In addition, this officer observes traffic patterns throughout the city and brings problem areas to the attention of the Command Staff.

Community Resource Officer

Under the supervision of the Commander of Support Services, the Community Resource Officer is responsible for the agency's community outreach programs. This officer teaches the Drug Avoidance and Resistance Program (D.A.R.E.), coordinates and attends community events, gives crime prevention presentations both onsite and at local venues, provides educational tours to youth groups, leads the Lake Saint Louis Police Explorers, and coordinates the agency's involvement in civic or charitable events such as the Polar Bear Plunge, the Special Olympics Torch Run, and American Red Cross Blood Drives.

St. Charles County Regional Drug Task Force Detective

The Lake Saint Louis Police Department provides one full-time undercover detective to serve with the St. Charles County Regional Drug Task Force. This task force is a multi-jurisdictional unit that puts forth a cooperative effort to identify, investigate, arrest and prosecute subjects suspected of manufacturing or distributing drugs in the county.

Support Services Division

The Commander of Support Services, who is assigned the rank of Lieutenant, reports to the Chief of Police. The Support Services Division is responsible for providing general administrative and operational support to all other elements of the Department. The Commander of Support Services is responsible for fleet management, and oversees budgetary functions, procurement and purchasing and other fiscal and support management issues subject to the direction and approval of the Chief of Police.

Police Records Section

A civilian Records Clerk, who reports to the Commander of Support Services, is responsible for the collection, preservation, and distribution of official reports generated by this agency as a result of calls for service. The Records Clerk also performs local records checks, serves as call-taker and receptionist for the agency during regular business hours, generates crime statistic reports, and performs other clerical tasks. In addition, the Records Clerk facilitates records management for the Cottleville Police Department. A citizen volunteer assists part-time in the Records Section.

Communications Section

A civilian Communications Supervisor, who reports to the Commander of Support Services, supervises this section, which is staffed by civilian personnel. This section is responsible for departmental telephone and radio communications and for CAD system data entry on a twenty-four hour per day basis, 365 days each year. This section also monitors inmate safety and facility security. Members of this section also serve as call-takers and receptionists for the agency. In

addition, the Communications Section provides dispatch and data entry service for the Cottleville Police Department.

During 2009, the Lake Saint Louis Police Department met their goals and objectives as detailed below.

The Department continued to maintain one of the lowest per capita crime rates in St. Charles County and in the State of Missouri, as published by the Federal Bureau of Investigations Uniform Crime Reporting System.

The Uniform Crime Reporting (UCR) system is a nationwide program that has collected data and published crime statistics since 1939. Information is gathered from more than 18,000 law enforcement agencies each month and compiled in a national data base. Data is gathered on known offenses and persons arrested by law enforcement agencies. Part I Crimes include murder, larceny/theft, motor vehicle theft, and arson. These crimes were selected as crime rate indicators based on their serious nature and/or volume.

Arrest information includes information on these Part I Crimes as well as 21 other crimes, such as driving while intoxicated and simple assault, that make up the Part II offenses. The crime index is based on the number of know UCR reportable offenses per 10,000 persons residing in the reporting jurisdiction.

Table 8 Crime Statistics by St. Charles City

	Population	Violent Crimes	Property Crimes
Cottleville	2,919	9	31
Lake Saint Louis	14,451	16	253
O'Fallon	78,837	66	1,531
St. Charles	64,012	151	2,432
St. Peters	55,545	181	1,598
Wentzville	25,842	42	568

(Data provided by Federal Bureau of Investigations, Uniform Crime Report, Crime in the United States 2008.)

(At 2/9/2010, Crime in the United States 2009 has not yet been published.)

Continued a traffic law enforcement campaign directed at voluntary compliance through

- Deployment of a full-time Traffic Officer
- Use of speed trailer in various locations
- Conducted 32 special traffic enforcement operations
- Participated in statewide traffic enforcement initiatives
- Conducted a public information program focusing on voluntary compliance

Continued encouraging active and open dialogue between police and citizens

- Deployment of full-time Community Resource Officer
- Recruitment and deployment of citizen volunteers
- Increased the quantity and quality of citizen contacts
- Implemented community outreach programs

Continued informing the public on important public safety and law enforcement issues

- Developed and maintained good working relationships with members of the local print and electronic news media
- Maintained a website where information about the agency is available
- Command Staff and other members of the Department made public appearances, gave informational talks, and provided training to citizens

Continued to maintain strong partnerships with community organizations

- Cooperative efforts with Wentzville R-IV School District
- Coordinate efforts with the Lake Saint Louis Community Association
- Worked cooperatively with the Lake Saint Louis and Wentzville Fire Departments as well as with the Ambulance District
- Department members donated money and volunteered off-duty hours in support of community events and charitable organizations.

Continued to provide a visible police presence in our community

- Initiated 541 citizen contacts unrelated to traffic stops and calls for service
- Performed 3,155 area checks
- Performed 26 community patrol operations
- Performed 6,412 business checks
- Performed 3,016 subdivision checks
- Conducted 330 extra patrol operations

On May 7, 2009, Lake Saint Louis Police Communications received a 9-1-1 call to assist Joann Goltz, who was unresponsive and not breathing. Officer Gerald Crowley and Officer Rich Gummels were responded to the residence. Officer Crowley was the first to arrive on the scene and he immediately took over CPR from the victim's husband, Ralph Goltz. When Officer Gummels arrived, he assisted in two-person CPR, which both officers continued to administer until paramedics arrived on the scene and set up their equipment. Paramedics were able to detect a pulse and transported Mrs. Goltz to St. Joseph's West Hospital for further treatment.

Mr. and Mrs. Goltz were on hand at the June 5, 2009 meeting of the Lake Saint Louis Board of Aldermen when Chief Michael Force and Mayor Mike Potter presented the officers with Lifesaving Awards for their actions.

Officer Bret Carbray and Sergeant Kyle Dooley received Commanders Notices for Outstanding Performance of Duty for an incident wherein they responded to a report of domestic violence in which one of the subjects was suicidal and armed with a knife. These officers' actions resulted in the man dropping the knife and being taken into custody without incident and were indispensable in bringing the dangerous situation to a safe conclusion.

Officers James Conyers, Officer Rich Gummels, Officer Rebecca Hurwitz and Sergeant Josh Gilliam received Commanders Notices for Outstanding Performance of Duty wherein they were dispatched to the report of an armed robbery that had just occurred. Based on descriptions provided by the alleged victim, both suspects were apprehended. Due to these officers' actions, it was determined that the robbery had been fabricated as retaliation for the suspects cheating the alleged victim out of money in a drug deal. Two individuals were charged with felony stealing and the third was charged with filing a false police report.

Patrol Operations

The Patrol Operations Section is the core of every law enforcement agency. The officers who serve in this Section are the ones that patrol our city streets and respond to citizens' calls for service.

During 2009, Lake Saint Louis Police officers in the Patrol Operations Section responded to 27,361 calls for service. They performed thousands upon thousands of business checks, area checks, and subdivision and community patrols. They conducted extra patrol and special enforcement operations. They looked into reports of suspicious persons, vehicles and circumstances. In addition, they took time to initiate contact with residents of all ages that were not related to reported incidents or traffic stops.

They assisted 87 residents who were ill or injured and were called upon to investigate 2 sudden deaths and 3 suicides. They investigated complaints of larcenies, robberies, trespassing, peace disturbances, fraud identity theft, and property damage. They responded to reports of domestic violence, missing persons, assaults, and sex offenses.

Patrol officers handled 363 motor vehicle crashes, made 102 arrests of individuals who were driving while under the influence of alcohol and/or drugs. They participated in statewide traffic initiatives geared at making our roadways safer

They wrote 1,865 police reports, made 519 physical arrests, received several hundred hours of training and spent countless hours preparing for and testifying in municipal and State courts.

Case Classification	Assigned	Inactivated (Note 1)	Cleared	Clearance Rate	Investigation
Burglary	9	0	6	67%	4
Child Abuse/Child Molestation	6	0	6	100%	0
Filing a False Police Report	1	0	1	100%	0
Unlawful Use of a Weapon	0	0	0	N/A	N/A
Strong Armed Robbery	0	0	0	N/A	N/A
Forgery	3	0	3	100%	0
Armed Robbery	0	0	0	N/A	N/A
Identity Theft	5	1	0	0%	4
Arson/Fire	1	0	1	100%	0
Counterfeiting	2	0	2	100%	0
Rape/Sex Crimes	8	0	8	100%	0
Receiving Stolen Property	0	0	0	N/A	N/A
Stealing	28	9	18	64%	4
Stealing a Motor Vehicle	3	0	2	67%	1
Suicide or Sudden Death	4	0	4	100%	0
Fraud	6	0	3	50%	3
Harassment	1	0	0	0%	1
Viol. Full Order of Prot.	1	0	1	100%	0
Homicide/Manslaughter	1	0	1	100%	0
Background Investigations	1	0	1	100%	0
Major Case Squad	1	0	1	100%	0
Totals	81	10	58	72%	17

Table 9 Lake Saint Louis Crime Statistics

Note 1: Cases are inactivated after investigation due to lack of investigative leads. They may be reactivated if and when additional leads or evidence are forthcoming.

Community Outreach Programs

The Lake Saint Louis Police Department dedicates a full-time position to police-community relations. The Community Resource Officer position was created to ensure quality programs for residents of the community.

During 2009, the Lake Saint Louis Police Department was involved in the following efforts:

- The Drug Abuse Resistance Education (D.A.R.E.) program was taught to 124 fifth grade students at Green Tree Elementary
- Station tours were conducted for 6 Cub Scout and Girl Scout groups
- Over 50 children were fingerprinted at two separate community events
- Three presentations about police officers were given to elementary school age children
- Police vehicles were displayed 4 times at various community events
- Presentations were given on topics such as bicycle safety, pedestrian safety, and internet safety.
- Several child car seats were installed in conjunction with SafeKids St. Charles.
- Over 500 bicycle and multi-sport helmets were distributed and fitted at 8 separate community events.
- A Walk To School Day event with approximately 200 participants was organized for Green Tree Elementary through the Safe Routes to School grant.
- The agency participated in the following outreach programs:
 - The Polar Bear Plunge which raised \$132,423 for Special Olympics
 - The Law Enforcement Torch Run for Special Olympics
 - Opening Ceremonies for Special Olympics Basketball
 - Law Enforcement Torch Run T-shirt sales
 - The March of Dimes Bikers for Babies
 - Warner's Winter Warm-Up coat drive
 - Two blood drives for the American Red Cross
- Four members of the Lake Saint Louis Explorer Post #9987 attended the St. Louis Area Law Enforcement Exploring Academy for the first time in the department's history. During the week long training they completed over 200 hours of law enforcement related training.
- The Explorers dedicated approximately 639 hours of voluntary time to police training and services.
 - Community Service – 232.5
 - Law Enforcement Training – 253.5
 - Law Enforcement Service 8.0
 - Patrol Ride-Alongs – 86.5
 - Administrative Meetings – 55.5
 - Explorer Association – 3.0

Traffic Enforcement

The problem of speeding in residential areas is one of the most common complaints made to law enforcement agencies according to a U.S. Department of Justice publication (Speeding in

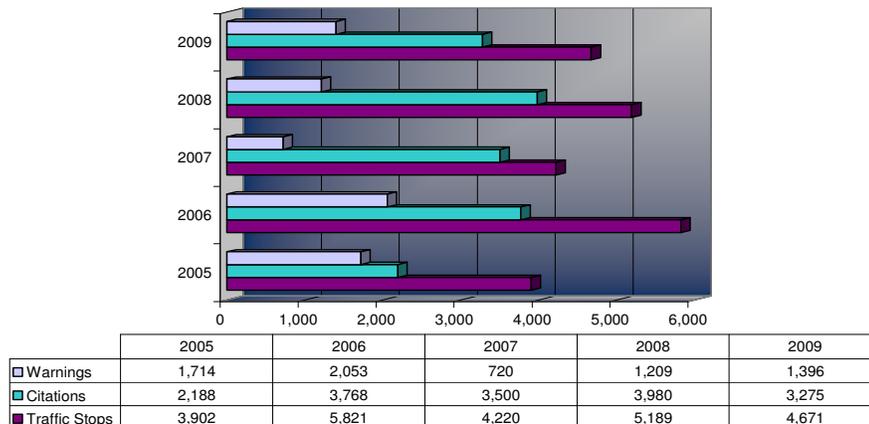
Residential Areas; Michael S. Scott; USDOJ Office of Community Oriented Policing Services.) That statement holds true in the City of Lake Saint Louis.

Residents’ concerns are legitimate. They are fearful for the safety of children, pedestrians and bicyclists. Excessive speed is a risk factor for motor vehicle collisions and increases the likelihood of serious injuries. Other problems are related as well: aggressive driving, running red lights and stop signs, and driving while intoxicated. Clearly, this is an issue that has to be addressed consistently over time.

During 2009, Lake Saint Louis Police officers made 4,671 traffic stops, issuing 3,275 citations and giving warnings to the remaining offenders. The traffic enforcement unit conducted an average of 2.67 special enforcement details per month and deployed the agency’s speed trailer at various locations in city.

Table 10

5-Year History of Traffic Enforcement



Bureau of Support Services

The Bureau of Support Services is responsible for procurement and maintenance of supplies and equipment, fleet management, communications and the police records function.

Communications Section

The Lake Saint Louis Police Communications Center dispatched 27,361 Lake Saint Louis calls for service and an additional 4,993 calls for service for the City of Cottleville during 2009. In addition to emergency dispatch, our Communications officers handled tens of thousands of routine business calls

The staff in this section is responsible not only for providing fast, efficient and courteous service to citizens, but also for the safety of the police officers in Lake Saint Louis and Cottleville while they perform their duties. Our personnel hold lives in their hands every minute of every day and we take that responsibility very seriously.

Ensuring citizens' safety as well as that of our officers is our primary objective.

Records Section

During 2009, our Records Section processed more than 1,850 police reports forwarded to municipal and state courts for adjudication, to the Missouri State Highway Patrol, and to other state agencies. In addition, over 3,300 municipal and State court summonses were processed.

This office is also responsible for the release of records in accordance with State and Federal law, for performing local records checks, for tracking and billing fees related to false alarm calls, and for numerous other duties. The office billed and received \$2,675 in fees for responses to invalid alarms during 2009. More than 200 requests for police reports were processed, netting just under \$930 in fees.

Although the workload merits more manpower, this office is currently staffed by one full time employee and one part-time volunteer.

The Lake Saint Louis Police Department responded to 27,361 calls for service during 2009, down 9.14% from the previous year. From the historical perspective, our workload has nearly doubled in the past 10 years. Although the volume of calls was somewhat consistent when viewed by month, January was the busiest month, followed closely by July.

Lake Saint Louis Police made 519 physical arrests during 2009, compared to 522 made in 2008 and 467 in 2007. A total of 896 charges were filed on the arrests made in 2009, an average or 1.73 charges filed per arrest.

Reported crimes against persons rose by 65% from 2008 (158) to 2009 (261). A change in internal reporting methodology may account for a portion of this increase, but it remains troubling that reported incidents of assault increased by nearly 68%. (There were 31 in 2008; 52 in 2009.) While reports of peace disturbances over the previous four years ranged between 4 and 8 per year, in 2009 there were 24 such reported incidents. The number of sex offenses reported in the city remains low, but it should be noted that 15 sex offenses were reported during 2009, tripling the 5 reported in 2008.

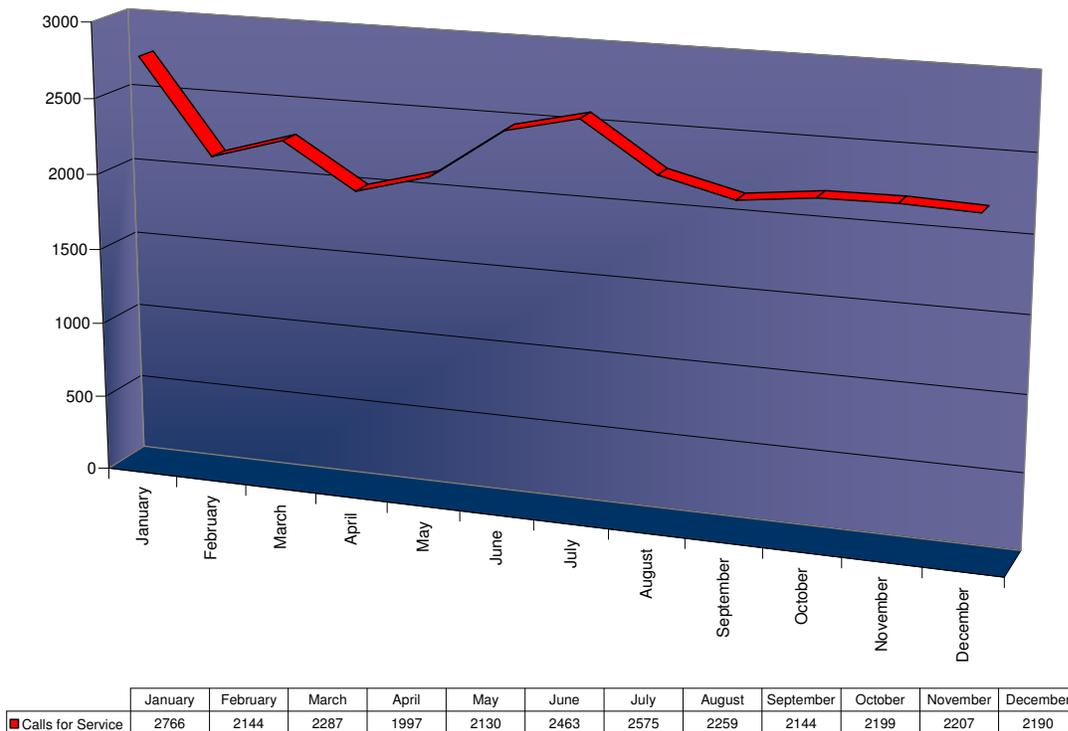
There was a 33% increase in reported property crimes in 2009 over the previous year. The most significant change was in the number of stealing reports (311 cases reported in 2009; 217 in 2008). This change represents a 43% increase in reports of this crime in one year. This upward trend is likely to continue for some time due to increased retail development and the economic pressures of a recession economy and high unemployment rates.

The number of traffic stops made decreased in 2009 by 11% from the prior year. Of the 4,671 traffic stops made, 70.1% resulted in the issuance of one or more citations. Warnings were issued on 29.9% of the traffic stops.

The Department’s Bureau of Investigations cleared 72% of the cases assigned to it during 2009. Of their total caseload, 12.4% were inactivated due to lack of evidence and/or lack of investigative leads. Seventeen (17) cases opened during 2009 remain under investigation. The Bureau’s clearance rate in 2008 was 100% in 11 out of 17 crime classifications.

Table 11

2009 Calls for Service by Month



10-Year History of Calls for Service

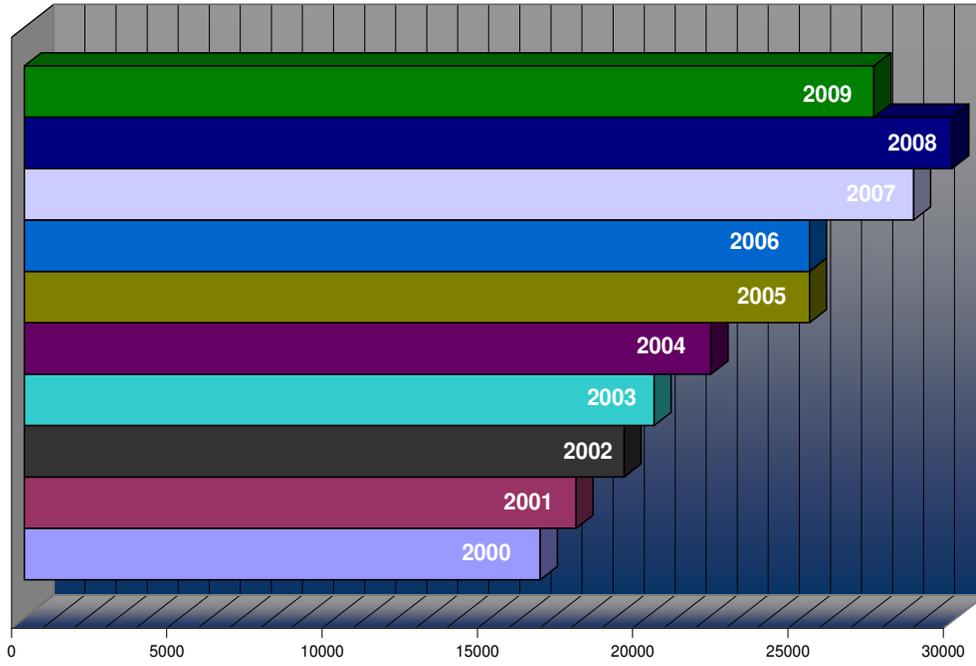


Table 12

**Table 13 5 Year Arrest Summary
2005-2009**

Offense	2005	2006	2007	2008	2009
Arson	0	0	1	0	0
Assault	40	11	25	25	8
Burglary	8	3	2	1	2
Contempt of Court	0	0	0	0	2
Domestic Assault	(Note 1)	(Note 1)	(Note 1)	(Note 1)	15
Driving While Intoxicated	85	128	116	142	99
Driving While Revoked	26	38	22	29	(Note 2)
Drug Offense	47	37	16	21	19
Fraud	0	0	0	2	0
Fugitive	257	298	259	264	281
Harassment	4	0	0	0	0
I.N.S. Violations/I.C.E. Detainer	1	0	0	0	1
Larceny (Stealing)	6	12	14	20	32
License Violations	(Note 3)	(Note 3)	(Note 3)	(Note 3)	31
Liquor Law Violation	24	12	1	3	4
Other	(Note 1)	(Note 1)	(Note 1)	(Note 1)	3
Possession of Stolen Property	2	0	0	0	1
Property Damage	1	0	1	7	1
Resisting Arrest	0	0	0	1	0
Robbery	2	2	2	2	0
Sex Offenses	1	5	0	0	2
Tampering / Stolen Vehicle	1	2	6	2	3
Traffic	(Note 1)	(Note 1)	(Note 1)	(Note 1)	5
Trespassing	0	0	0	2	3
Weapons Offense	3	1	1	0	3
Violation of Court Order	1	2	1	0	1
Note 1: Not counted separately in previous years Note 2: Included in "License Violations" Note 3: "Driving While Revoked" was the only license violation counted in previous years					
Total Arrests	509	551	467	522	519

5-Year History of Crimes Against Persons

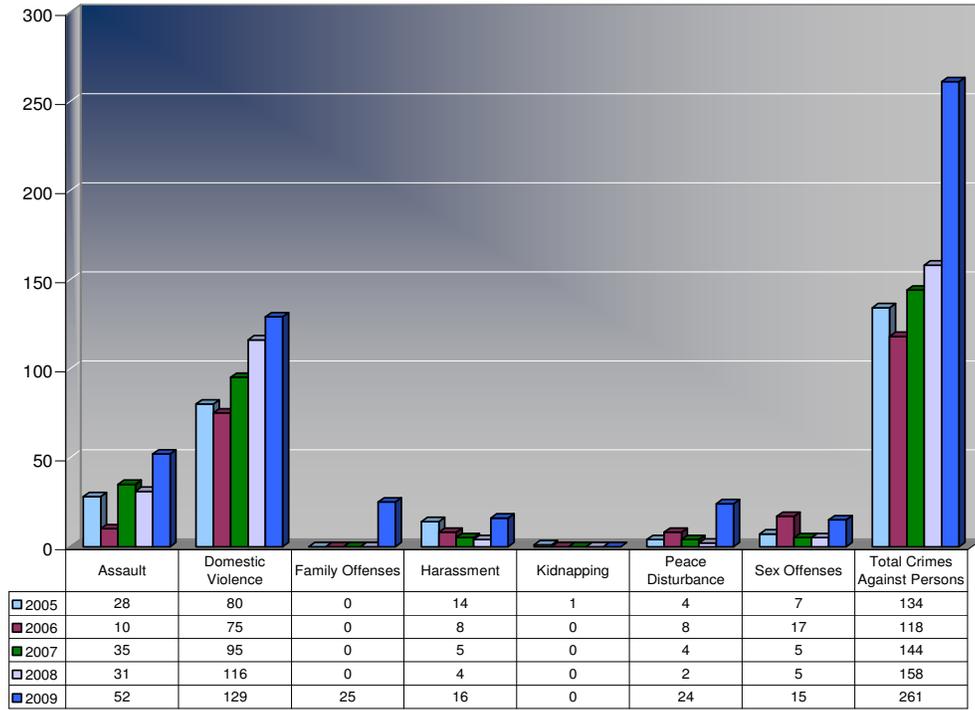


Table 14

5-Year History of Property Crimes

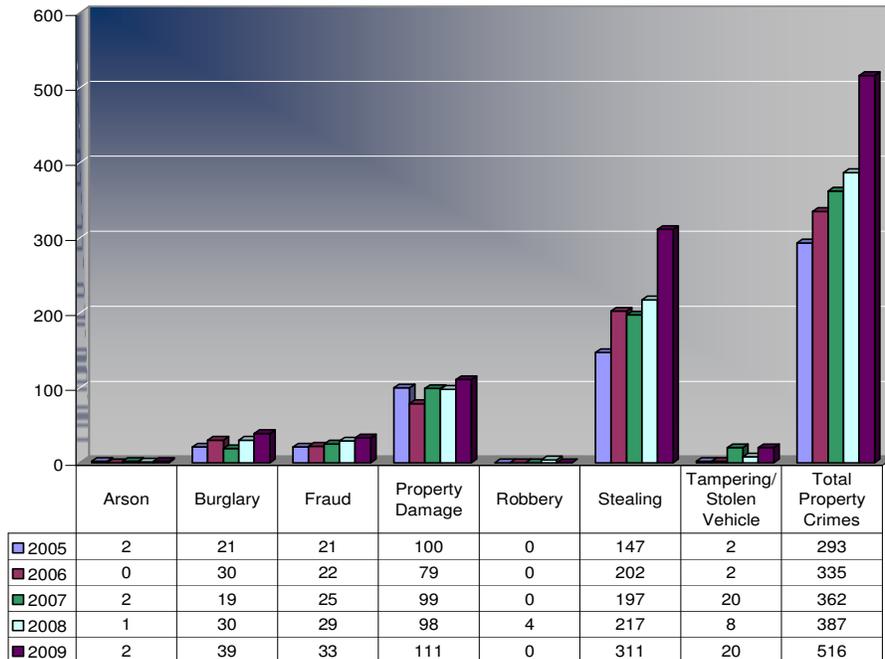


Table 15

Public Works

The Public Works Department provides Facility and Infrastructure Maintenance, Construction Services, and Engineering support for the City. The Department is responsible for an operating budget of approximately \$1.65 million, capital purchases of \$300K, and capital projects exceeding \$4 million. While street maintenance and construction remains the largest part of our budget, Storm water management has increased significantly both as a priority for the officials and as a component of our budget.

Engineering Division

The Engineering Division of the City of Lake Saint Louis Public Work's Department managed several projects to improve the City's existing infrastructure. These projects required significant planning and coordination by the City, Community, local, state and regional governmental agencies, as well as utility companies.

In 2009 the Engineering Division completed \$4.4 million in Capital/Bond construction compared to \$7 million the year before, and \$1 million in 2007.

These projects are discussed below:

City Projects

Lake Saint Louis Boulevard Concrete Construction

This project consisted of reconstructing the 1-mile concrete portion of Lake Saint Louis Blvd. between Technology Drive and the Firehouse. In addition to replacing the concrete, construction consisted of adding center medians, left turn lanes and protected walk/bike paths. This project was approved by the County Road Board for partial funding through the ½ cent County Transportation Tax. Project design and construction costs were \$212,000 and \$3,115,000, respectively. The 2006 Street and Stormwater Bond funded a portion of this project. L. Krupp Construction Inc. was selected as the low bidder and completed the project in 2009.

Lake Saint Louis Boulevard Asphalt Construction (Firehouse – Spillway Bridge)

This project consisted of resurfacing overlaying a 3-mile section of Lake Saint Louis Blvd. between the Spillway Bridge and the firehouse where the concrete section begins. In addition to resurfacing the asphalt, construction consisted of adding and updating guard rails, addressing drainage deficiencies, and updating pedestrian facilities to comply with ADA regulations. This project was partially funded by the East-West Gateway Coordinating Council. Design and projected construction costs were \$116,000 and \$1,560,000, respectively. The 2006 Street and Stormwater Bond funded a portion of this project. Pace Construction Inc. was selected as the low bidder and completed the project in December 2009.

Lake Saint Louis Boulevard Asphalt Construction (Hawk Ridge Circle – Hwy N)

This project consisted of resurfacing a 1-mile section of Lake Saint Louis Blvd. between Hawk Ridge Circle and Highway N. Project design, grant writing and construction management was

performed by City staff. The project was partial funding by the East-West Gateway Coordinating Council. L. Krupp Inc. was awarded the contract in the amount of \$480,000 and completed the construction in May of 2009.

Hawk Ridge Trail Resurfacing Project

This project consisted of resurfacing Hawk Ridge Trail from Lake Saint Louis Boulevard to Ridgeway Avenue. Project design, grant writing and construction management was performed by City staff. The project was partial funding by the East-West Gateway Coordinating Council. L. Krupp Inc. was awarded the contract in the amount of \$279,000 and completed the construction in October of 2009.

Bay Oaks Ct/ Ridge Oak Ct

This project reconstructed 4,200 square yards of concrete pavement on Bay Oaks Court and Ridge Oak Court. J.M Marschuetz completed the project in October of 2009 at cost of \$170,519.

Asphalt Street Overlay

During this years' Annual Street and Sidewalk Maintenance Program, eight (8) streets and approximately 31,000 square yards of milling and asphalt overlay were completed. Prior to the overlay approximately 1,000 linear foot of concrete curb and gutter was replaced on these streets by City crews, and 1,100 linear feet of concrete curb and gutter was replaced by the Concrete Panel Contractor.

Concrete Panel Replacement

This project replaced 2,400 square yards of concrete pavement and 1,100 feet of curb and gutter at various locations on Lockhaven Ct., Scarlet Oaks Ct, and Oak Hill Drive. J.M Marschuetz completed the \$125,000 project in October of 2009. The upcoming Annual Panel Replacement program is scheduled to replace approximately 6,500 square yards of concrete panels.

Annual Pavement Preservation Program

This work consisted of applying an emulsified rejuvenating agent to various asphalt streets throughout the city. The goal of the treatment is to extend the life of the City's asphalt streets. The contractor applied the preservation agent to approximately 100,000 square yards in 2009 at a cost of \$65,000. The upcoming Annual Pavement Preservation program is scheduled to apply preservation to approximately 100,000 square yards in 2010.

Freymuth Road Improvement Project

This project consists of reconstructing .70-mile of Freymuth Road between Prospect Road and Veterans Memorial Parkway and realigning the roadway to divert traffic away from the Founders Park parking lot. In addition to replacing the asphalt roadway, construction will consist of adding enclosed drainage, curb and gutter, on-street parking, left turn lanes and protected walk/bike paths. This project was selected for funding by the County Road Board through the ½ cent County Transportation Tax and for Federal Funds through the Transportation Improvement Program. In addition to the previously mentioned funding, the 2006 Street and Stormwater Bond will fund a portion of this project. Project design and projected construction costs are \$240,000 and \$3,041,710, respectively. George Butler Associates Inc. is scheduled to complete the final design plans in 2010 and construction is scheduled to begin 2012.

Hawk Ridge Trail Drive Extension

This project consists of hiring a design consultant to prepare concept plans to extend Hawk Ridge Trail from Lake Saint Louis Blvd to Hickory Glenn Court. This project was selected for partial funding by the Saint Charles County Road Board. A consultant will be selected to complete the concept plans in 2010.

Prospect Road Path

This project will add an 8 ft. multi-use path along Prospect Road between Northshire Lane and Prospect Village Drive. This project is being funded by the American Recovery and Reinvestment Act (ARRA). Karrenbrock Construction Inc. was selected to construct the project at a bid price of \$41,590. Construction is expected to be completed in the spring of 2010.

Public Works Facility Demolition

This project consisted of the demolition and removal of certain improvements at the old Public Facility located in Boulevard Park. AALCO Wrecking Company was selected to perform the demolition at a cost of \$11,500 and has completed the building removal and rough grading. The remaining fence removal and finish grading will be completed in the Spring of 2010.

Fox Hound Drive Streambank Stabilization

This project consists of the stabilization of the stream that runs from Boulevard Park upstream of Lake Saint Louis Blvd. to Fox Hound Drive then to Lake Saint Louis. The project was designed by Intuition & Logic; final plans were submitted was June 12, 2009. The City received the 404 Permit from the Corps of Engineers, and the Land Disturbance Permit from MoDNR. The City used the on-call land acquisition vendor, O.R. Colan Associates, for this project. The project required 26,890 square feet of temporary construction easement, 12,041 square feet of permanent drainage easement, and miscellaneous damages for one tree within the project alignment. Seven of the thirteen total easement parcels were donated saving the City \$12,639 in project costs.

This project is was out for bid in November. The low bidder for the project was Wehmeyer Farms, Inc.; construction is expected to begin in January 2010.

CA Common Ground Pipe Replacement

This project consisted of replacing a 15" diameter HDPE pipe and adding three manholes under the concrete block walking path on the C.A. Common Ground. The City selected Bi-State Utilities Co. to complete the work. This project was completed in April 2009.

Gilmore Creek Streambank Stabilization

Gilmore Creek runs from Veteran's Memorial Parkway to Deloire Drive then to Lake Saint Louis. The Gilmore Creek Streambank Stabilization Project consisted of adding seven stream barbs, stone toe protection to the two S-type turns in the stream and two bed keys in the stream's overflow channel. Gilmore Creek received a 404 permit from the United States Corps of Engineers (USACE), the design was completed by Maria King in the City's Public Works Department. Construction was completed by the Lake Saint Louis Community Association in March 2009.

Paris Creek Streambank Stabilization

Paris Creek runs from Founder's Park to Freymuth Road then to Rue Grand Drive then to Lake Sainte Louise. A 50 foot section of Paris Creek upstream of the Rue Grand Box Culvert was eroding laterally toward the home at 213 Rue Grand. Stone toe protection was used to stabilize this section of streambank. The stone toe protection and live tree stakes were installed by Public Works crews in March 2009. City Staff were required to acquire a 404 permit from the USACE in order to perform this work.

Cognac Drive Stormwater Improvement Project

The Cognac Drive Stormwater Improvement Project consists of piping the drainageway that runs from Rue Grand Drive to Dauphine Drive. This project required a 404 Permit from USACE. The City submitted a permit application in December 2008 to enclose the drainage path from Rue Grand Drive to Dauphine Drive in a pipe. The Corps determined that this project would not fall under the General Nationwide 13 permit criterion, but would need an individual permit and mitigation. The project was out on public notice February 6 – March 7, 2009. The City has performed the required alternative analysis and responded to all public comments on June 10, 2009. It was determined that the City had two choices to mitigate the project; either by purchasing mitigation credits from a mitigation bank, or the City can mitigate the project elsewhere. The City sent the USACE a preliminary mitigation plan on a future park site on a tributary to Peruque Creek adjacent to the Oak Bluff Preserve and Heritage at Hawk Ridge subdivisions. This mitigation plan was determined to not be feasible, so the City purchased 3,755 mitigation credits from the approved mitigation bank in our area. The City needed to complete a “decision document” for this project in order to proceed with the purchase of mitigation credits. The City received word from the USACE in December that the permit would be issued after the City purchased credits from the mitigation bank. The City anticipates purchasing the credits in January 2010. A design contract for this project was submitted to the BOA in December to enter into a design contract with Bax Engineering Co. for the project. Construction is expected to begin in 2010.

Villa Drive

This project will consist of removing and replacing approximately 135 feet of existing 54 inch Corrugated Metal Pipe with approximately 135 feet of 54 inch concrete pipe and one flared end section. Construction began December 1 and was substantially complete by January 1 to coincide with the lake being raised.

NPDES Phase II

The National Pollutant Discharge Elimination System (NPDES) Phase II storm water program is a federally mandated program by the Clean Water Act that requires municipalities to reduce the discharge of pollutants to the “maximum extent practicable”. There are six program areas known as “Best Management Practices”: public education and outreach, public involvement and participation, illicit discharge detection and elimination, construction site runoff control, post-construction runoff control, and good housekeeping for municipal operations. The Phase II

program became effective in 2003 and applies to all cities with a municipal separate small storm sewer system (MS4) and a population under 100,000.

The current permit expires in June 2013. A new permit application with various adjustments was submitted to the Missouri Department of Natural Resources (MoDNR) in 2007 for permit years 2008 – 2013. The annual report for the 2008-2009 permit year was submitted to MoDNR in July of 2009.

To comply with the City's NPDES Phase II permit, the Public Works Department has taken the following steps:

- Zero (0) Illicit Discharges were reported this year.
- Citations were issued for the Mason Glen development in the City for non compliance with the City's sediment and erosion control regulations. The City attempted to draw the development's escrows to stabilize the site, the developer and bank fought this withdraw. City staff then contacted the Environmental Protection Agency (EPA) and MoDNR regional offices with regard to the developer's land disturbance permit. MoDNR staff pursued enforcement actions on the developer. The site was temporarily stabilized in November 2009, the developer plans to return to the site in the spring of 2010 to permanently stabilize the site and muck out three sediment basins within the development. These actions in late 2009 and promised action in early 2010 prevented citations from MoDNR being issued.
- A waste Oil Collection tank is in place and used by Maintenance Staff. The tank was emptied twice in 2009 by a qualified hauler. The tank at the old Public Works facility was emptied on June 24, 2009 before it was moved to the new Public Works facility; the tank was emptied again on October 20, 2009.
- 850 tons of salt were used for deicing in 2009
- A total of 102 centerline miles of streets were swept by the City's Street Sweeping Vendor in 2009.

Notable Developments

QuickTrip

A 24-hour QuikTrip Convenience store was built on a 5.2 acre tract of land at Highway N and Sommers Road. The tract of land was split into two lots; the remaining 1 acre lot is currently undeveloped.

The Meadows

The Meadows development had two notable retail stores . The Von Maur department store, located in Lot 1, was approved and construction for the development began in 2009. The building was erected by December 2009; the masonry on the outside of the building has yet to be installed. The Von Maur development also required a parking garage, grading for the garage was completed in spring 2009, the parking structure is to be erected in the spring of 2010.

Backwoods St. Louis, a sporting and outdoor store, was completed in spring 2009. The development is located on Outlot 2.

Citizen Requests Generated in 2009

The Public Work's Department receives many calls each year relating to the operations of the Department. When calls are received about a maintenance item or hazardous condition, they are recorded as a Citizen request. The department has begun logging these calls in a database program for better service to the residents. A summary of the calls that required follow up are shown below.

**Table 16
Calls For Service**

Call Type	Number of Calls
Curb Related	15
Dead Trees and Trimming	0
Ditches, Pipes and Inlets	30
Flood/Water Related	18
Misc/Other	10
Mowing and Brush Cutting	0
Road Conditions and Potholes	3
Road Conditions, Settling, Other	3
Side Walk	0
Sink Holes and Yard Damage	2
Snow	10
Street Signs	4
Traffic Signs	1
Water Lines Related	1
Total	97

Each of these requests were investigated and responded to in a timely manor. It is the goal of the Department of Public Works to respond to these requests within a few days of receiving the call. Sometimes these calls can be addressed by providing advice for a resident to solve a problem on their own. Some of them are scheduled for our maintenance crews to address. The remainder of the calls help staff identify future Capital Improvement Projects. All of the projects will result in the Public Work's staff providing a better lifestyle to the residents, motorists, citizens, and visitors to the City of Lake Saint Louis.

Maintenance Division

The Maintenance Division is responsible for the maintenance of all City owned streets, sidewalks, paths, and stormwater facilities in public right of way. The Maintenance Division

maintains approximately one hundred-sixty (170) lane miles of street and forty-eight (50) miles of storm sewer.

Maintenance activities include snow and ice removal, flood control, street sweeping, pothole patching, curb and gutter replacement, street slab replacement, sidewalk replacement and construction, street sign maintenance, traffic signal maintenance, storm sewer repair, and catch basin cleaning and flushing.

Assistance is provided each year by the Division to City sponsored festivals and events with setup, installation of barricades, and signage. The Maintenance Division and Park's Department have a positive reciprocal relationship where each group assists with some of the others activities. The Park's Department assists with snow and ice removal, and mowing of certain city right-of-way, and the Public Works Department loans equipment and occasionally manpower to the Parks department to allow them to self perform some of the park's construction.

Concrete Panel Replacement

Public works employees replaced a total of one hundred sixty-two (162) panels this year. The contract for an additional 2,400 square yards or approximately 120 panels.

City crews also used 50 tons of hot mix asphalt to patch 275 potholes, patch around replaced curbs and repair a number of larger asphalt failures.

Annual Crack Seal Program

The City's Crack Seal Program began in the fall and through the first of the year 20,000 lbs of hot applied crack seal material were placed on city streets.

Stormwater

There were numerous small stormwater projects completed by the maintenance crews this year including over 250 inlets cleared of leaves or other debris and 5 pipe repairs.

Snow Removal

Snow and Ice removal is handled by city staff. With the combination of Public Works and Parks Maintenance Crews we plow approximately 170 lane miles of roadway. Typically we deploy vehicles to six routes removing snow on two 12-hours shifts throughout a winter storm in order to provide 24 hour winter coverage. Crews are also in contact with police dispatchers and a roving supervisor/mechanic with plow truck can direct them to additional areas needing treatment, or assist directly in a winter storm.

During the second half of 2009 each shift was short one employee due to a workers comp injury in public works and another workers comp injury in parks. To accommodate this our

mechanic/supervisor took over a route which maintained six zone coverage through the majority of storms. The major result of this was that equipment problems and breakdowns impact two zones instead of one while the mechanic leaves his zone to help with repairs.

Streets are managed in the following order, giving priority to providing access for emergency vehicles.

1. Major Arterials and Collectors
2. Minor Collectors
3. Residential including cul-de-sacs

The City does not have a “Bare Pavement” policy. Therefore, under certain conditions, some patches of packed snow may be left on roads. In practice this is rare.

To effectively provide snow and ice control, the Department uses snow plowing in conjunction with the application of road salt. Rock salt, even with its known environmental draw backs, is still the principal element used for ice control purposes. Occasionally, sand is mixed with salt, the use of sand is generally avoided as it tends to fill and clog storm drains.

This year the crews recorded 463 hours of winter weather work and used 850 tons of salt for snow and ice removal.

Personnel Development and Training

Adequate training of staff is critical to competent execution of our mission. Where possible we try to provide an opportunity for each employee to receive at least one outside training opportunity per year.

Staff Training this year included:

- Five Maintenance employees Hazardous Materials Response Training
- Weekly Safety Training for Maintenance employees held on site
- Public Works Staff provided Illicit Discharge Detection training for our Maintenance employees and Community Development Field Staff.
- In house training was provided for Public Works Inspectors on Sediment and Erosion Control techniques.
- In house training was provided for Public Works and Parks Employees engaged in Snow Removal (4 hours)
- Three Employees attended the Missouri APWA Fall Conference for 7 hours of training each
- Two Employees attended Eco-Nomics: Economy and Ecology at St. louis Earth Day for 7 hours of training each
- Two Employees attended a Rain Garden work shop for 3 hours of training each
- Two Employees attended MSD BMP training for 4 hours of training each
- Two Employees attended the 5 Cities Conference for 6 hours of training each
- Three Employees attended Street Sign Training through Local Technical Assistance Program
- Three Employees attended Trench Safety Training

City of Lake Saint Louis
Group Services Chart 2009

Public Works Group

Public Works Administration
Construction Management
Storm Water
Streets
Building Services

SECTION 4 – MUNICIPAL BOUNDARY EXPANSION

There were no municipal annexations this year.

SECTION 5 – MUNICIPAL GROWTH

The number of development proposals coming before the City in 2009 was much less than previous years. The deterioration of the housing market greatly impacted the City. Fortunately, the commercial building construction had some growth with the start of the 123,000 square foot Von Maur Department Store. Quick Trip and Backwoods opened their stores. There were also new store fronts added to the shopping districts.

The City issued thirty-one (31) single-family building permits in 2009, which was down from the thirty-five (35) permits issued the prior year. There were twenty-four (24) multi family permits issued in 2009 and that was up from the eighteen (18) issued in 2008 for a total increase of four (4) dwelling units over the prior year. Two hundred twenty-one (221) building permits were issued the entire year which was less than the two hundred eighty-seven (287) building permits issued in 2008. The following tables list residential permits by subdivision.

**Table 17
Detached Unit Building Permits**

Subdivision	Detached Units
Breckenridge	11
Sommers Landing	1
Heritage of Hawk Ridge III	5
Locksley Crossing III	2
Manors at Meadowbrook II	8
Heritage at Hawk Ridge I	1
Saratoga II	1
Seasons at Lake Saint Louis	1
Villas @ Ridgepointe	1
TOTAL	31

**Table 18
Attached Unit Building Permits**

Subdivision	Attached Units
Saratoga II	24
Total	24

The table shown below illustrates the 2009 building activity St. Charles County:

**Table 19
St. Charles County 2009 Building Activity**

City	Single Family Units	Single Family Average Construction Price	Multifamily Units
Lake Saint Louis	31	\$303,225	24
O'Fallon	295	117,084	132
Wentzville	309	220,712	36
Dardenne Prairie	37	182,162	0
St. Peters	181	136,685	60
St. Charles	191	204,712	23
Cottleville	17	179,411	3
Unincorporated/Other	68	354,715	0

The following information reflects the number of lots/units approved within the City's boundaries and the number of lots/units that have a structure built on the lot.

Table 20
Lots Approved Compared to Lots Built

Type of Housing	# Lots/Units Approved	# Lots/Units Built
Detached	4,643	3,953
Attached	1,009	1,012
Multi-Family	1,506	1,082
TOTAL	7,158	6,047

SECTION 6 – ZONING AND LAND USE

Steve Schertel, Director of Community Development and his staff continued to focus much of their attention in commercial building planning and construction. The City approved one (1) amended record plat in 2009 for Quick Trip. This compares to four (4) amended record plats in 2008.

A Preliminary Subdivision Plat and Final Subdivision Plat was approved for Tri-Color Commercial Development.

Von Maur Department Store received approval for their Site Plan.

Two Special Use Permits were approved for Lullaby Inn Learning Center and Maryville University.

The vast majority of undeveloped land within the corporate limit is zoned Highway Commercial; Community Business; Business Park or Planned Development. Commercial developments on these parcels will allow much desired service offerings to residents within Lake Saint Louis as well as those located adjacent to our city. There is nearly four hundred (350) acres of land remaining for additional commercial development. Three shopping centers are at some stage of development totaling an additional one hundred eighty (180) acres.

SUMMARY AND CONCLUSIONS

In summary, 2009 was a year in which the City's financial health continued to grow as net assets increased over \$5 million. When many cities saw reduced retail activity, the City's sales tax base had a small increase from the prior year. The four shopping districts now allow residents to find almost every type of retail store in our community. Lake Saint Louis experienced a decline in the number of new housing starts thereby reflecting the situation that is unfolding across the country. The Mayor and Board of Aldermen approved a great deal of legislation that will benefit the community. Transportation, economic development, public safety, health and life quality issues were part of the many diverse actions taken by the City's elected officials. City services were delivered by dedicated professionals that care about their work.

I wish to emphasize the role the Mayor and Board of Aldermen, the many citizen volunteers whom serve on various Boards and Commissions, Department Heads and City employees have in working together with a vision that is creating a dynamic and extremely attractive community. All of these individuals and in particular, the dedicated employees of our City, are hard at work providing municipal services. Much has been accomplished this past year.

The City's founding fathers had a vision to create a planned community offering unique recreational opportunities. This they did with the help of the many citizens whom followed them. Today, we are enhancing the opportunities to live, work and play in Lake Saint Louis by creating more jobs within the local economy. At the same time, desired services from new retailers offer more choice without having to shop in nearby cities. I am privileged to serve as City Administrator and look forward to the future with great anticipation.

Respectfully submitted,

Paul D. Markworth
City Administrator

City of Lake Saint Louis
Group Services Chart

Administrative Group

Administration
Communications
Legal
Municipal Court
Public Relations
Economic Development
Information Systems
Human Resources

Community Development Group

Community Development Administration
Building
Code Enforcement
Development Services
Planning and Zoning

Finance Group

Financial Administration

Parks and Recreation Group

Parks and Recreation Administration
Athletics
Communications
Landscaping
Parks
Recreation

Public Safety Group

Police Administration
Police

Public Works Group

Public Works Administration
Construction Management
Storm Water
Streets
Building Services