

By: Steve Myers
Director of Community Development

**City of Pacific Park Board
Meeting Agenda
300 Hoven Drive
Pacific, MO 63069**

**Monday, June 6, 2022
7 p.m.**

The meeting will be streamed live on the City of Pacific YouTube page:
<https://m.youtube.com/channel/UC9dxzhHQWbPuIQJC1N6TSig>

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Minutes from previous meeting
5. Public Participation
6. New Business
 - a. St. Bridget CYC Soccer Seasonal Rental application
 - b. Tree removal quotes
7. Old Business
 - a. Swimming Pool Study update
 - b. Skateboard Park Update
8. Park Liaison Report
9. Director of Community Development Report
10. City Administrator Report
11. Miscellaneous
12. Adjournment

May 9, 2022 * RECORD OF PROCEEDINGS

CITY OF PACIFIC REGULAR MEETING OF THE PARK BOARD 300 HOVEN DRIVE PACIFIC, MO 63069

The meeting was streamed live on the City of Pacific YouTube page:

<https://m.youtube.com/channel/UC9dxzhHQWbPulQJC1N6TSig>

or

Google search: "City of Pacific You Tube"

Before the meeting was called to order, Kali Keenum took the Oath of Office for position of Park Board Member.

The meeting was called to order at 7:09 p.m. by Ryan Schaecher.

A roll call was taken with the following results:

Present at Roll Call: Ryan Schaecher
Sam Dean
Kali Keenum

Absent: Kim Walton

A quorum was present.

Also present: Mayor Filley
City Administrator Roth
Director of Community Development Myers
Deputy City Clerk Hayden

Pledge of Allegiance

The Pledge of Allegiance was given.

Election of Board President, other officers (Municipal Code Section 140.080)

Motion made by Sam Dean, seconded by Kali Keenum to nominate Ryan Schaecher as Park Board President. Ryan Schaecher accepted the position. Motion made by Sam Dean, seconded by Kali Keenum to approve Ryan Schaecher as Board President. A voice vote was taken with an affirmative result, and the motion carries.

Motion made by Kali Keenum, seconded by Ryan Schaecher to nominate Sam Dean as Park Board Vice-President. Sam Dean accepted the position. Motion made by Kali Keenum, seconded by Ryan Schaecher to approve Sam Dean as Board Vice-President. A voice vote was taken with an affirmative result, and the motion carries.

Minutes

Motion made by Sam Dean, seconded by Kali Keenum to approve the minutes from the April 11, 2022 meeting. A voice vote was taken with an affirmative result, and the motion carries.

Public Participation

None

New Business

a. Route 66 Sign for Jensen Point

Director Myers stated they have been approached by a private citizen to remain anonymous with the opportunity that they will purchase a road side attraction sign for Jensen Point with location of placement to be determined. There is no cost to the city to purchase it, but the city would be expected to install it. The wording is included in the packet. **Motion made by Sam Dean, seconded by Kali Keenum to make a recommendation to the Board of Aldermen for approval. A voice vote was taken with an affirmative result, and the motion carries.** Director Myers also stated that the cost of these signs can run \$200 to \$250 a piece. This would cover Jensen Point and there also may be one for Blackburn Park in the future. **Motion made by Sam Dean, seconded by Kali Keenum to accept this sign. A voice vote was taken with an affirmative result, and the motion carries.** President Schaecher thanked the citizen paying for that and they will make sure it gets put to good use.

b. Navigate – Swimming Pool Study Proposal

Director Myers stated that Navigate has been commissioned by the Board to do a study on possible pool replacement down the road. They have toured the pool facility. Safety issues are what they really focused on and basic pool operations. Katie from Navigate as been there, saw it and is now working on their complaints to be addressed in the proposal.

c. Skateboard Park Update – American Ramp recommends City Park Site over Liberty Field

Director Myers stated that the American Ramp Company has been commissioned by the Board to come up with a design for a potential skateboard park. The money raised so far by the skateboard park committee is close to \$18,000 which also includes the \$7,500 from the city for the design. Once they have the design, they will be able to do a lot more at fundraising. American Ramp Co. came here and we took a tour of what might be the best place which is the new section of Liberty Field. American Ramp Co. flew a drone over it and took a lot of videos. Then they took them over to what they feel is Plan B, which is City Park. If you were to enter City Park and stop where the divide is on the road, you have a gazebo in front of you. Behind the gazebo it has a pretty shear drop off with quit a slope that goes down to a drainage area. Beyond the drainage area is where the CYC is now set up for soccer. Beyond that is

our two ball fields. When American Ramp Co. saw this spot, and in their professional opinion, felt this was the most exceptional spot for the skateboard park. This spot offers elevation change. It is also more readily seen by people at this location. It would also be more protected from potential vandalism and crime. They have gone back into the Community Engagement Session to compile all the information for this design. What will come back to this park board is a design of what American Ramp Co. will recommend. Where it ends up being placed is still undetermined.

d. Civil War sign at Jensen Point

Director Myers stated that yes there is a commemorative Civil War plaque. Decades ago there was a bronze plaque that commemorated the closest the Confederates were able to get to St. Louis to achieve their ultimate goal of taking over the armory that was in downtown St. Louis. They failed and were driven westward at the end of the Civil War. The only purpose of this bronze plaque was to show about the point of where they got closest to St. Louis. That original plaque got stolen. It was replaced by our Historical Society with the verbiage that is on it now. The only other thing is that there is an American Flag and a Confederate Flag which years ago prompted somebody to call, complain and threaten that they were going to do damage to Jensen Point because this sign was there. So they took the sign down. Fast forward to today and there are many people who feel this is part of our history and should be put back. The Mayor agrees and has ordered that that sign go back up. Director Myers is suggesting it be placed somewhere just north of the parking lot so both pedestrians walking or riding in their cars can stop and read it. He also suggests placing it high to deter vandalism.

Old Business

a. Park Board Budget Review

Administrator Roth explained the process of a budget stating the fiscal year budget starts July 1. The Park Board has to recommend a budget to the Board of Aldermen. What the Park Board recommends gets included in the big city budget and goes to the Board of Aldermen and they can modify it or adjust it at their discretion. Revenues have been very strong across the board for the city. Our ½ cent sales tax has generated \$424,000 through March 31. We are proposing the budget at \$535,000. The Board of Aldermen implemented by ordinance a 50/50 split of the funds. Fifty percent to Parks & Recreation and 50% to Stormwater. Discussion followed with budget explanations. Administrator Roth explained the American Rescue Plan Act (ARPA) money. He believes this money should be used in the parks for the must have fixes. Discussion followed. **Motion made by Sam Dean, seconded by Kali Keenum to make a recommendation for the Board of Aldermen to allocate \$165,000 of the ARPA monies for the three proposed projects to increase ADA accessibility and for five proposed projects that would include resealing/restriping/repair. A voice vote was taken with an affirmative result, and the motion carries.** Discussion followed on various items. The board went through their top picks in the project listing. **Motion made by Sam Dean, seconded by Kali Keenum to present the budget to the Board of Aldermen. A voice vote was taken with an affirmative result, and the motion carries.** Administrator Roth stated there will be a special budget meeting on May 23 and an actual budget hearing to come before final approval.

Park Liaison Report

None

Director of Community Development Report

- a. Approval – Culvert and fill swale on the south side of the Rodeo Arena (No Rise Certificate)

Presented a quote from Boehmer Brothers Utility Supply for the culvert to fill in that swale in the amount of \$9,114.00. They also received a “no-rise” certificate that would allow them to bring in the dirt. It has been determined that it will not effect the flooding. The dirt is going to come in from McLaren Grading who is giving it to us at no cost. **Motion made by Sam Dean, seconded by Kali Keenum to approve the expenditure for the culvert 24” pipe at Liberty Field. A voice vote was taken with an affirmative result, and the motion carries.**

- b. Swimming Pool Status Report for 2022 Swim Season

Director Myers has spoken to Jerry Reinhold who is working on upgrading our electrical panel which is the greatest safety threat at the pool. It will be completed tomorrow. The pool will open on May 28. The pool cleaning is complete and they will start to fill tomorrow. The priorities have been safety and they will address all those concerns. He will take photographs after they open so the board can see the condition of the pool. Discussion followed.

City Administrator Report

The meeting with American Ramp Co. will be June 13 and they will need to present to the Board that night. Their contract calls for 90 day completion. The timing for the Navigate pool planning has them presenting to you in July. No specific date yet. The next Park Board meeting will be June 6. We will see where American Ramp is with a possible presentation.

Miscellaneous

President Schaecher stated he would like to bring up the Park Board rules and by-laws at the June 6 meeting. Then we will send to the Board of Aldermen for their approval and for the City Attorney to review.

President Schaecher asked who the administrator is for the Pacific Parks Facebook page. Mayor Filley stated It was created by a previous Park Board President and then she was given admin rights to it. She will let everyone know. President Schaecher says this would be a good opportunity for more community outreach. Mayor Filley recommends checking with Attorney Jones on social media rules. President Schaecher also feels the City Facebook page needs some updates.

President Schaecher asked if Hawthorne Pond was ever officially accepted into the City Parks. Administrator Roth said no. It is owned by the City but never officially put into the parks. If we are going to spend parks money on it, there ought to be some sort of designation as a park property. It also has to be accessible. **Motion made by Sam Dean, seconded by Kali Keenum to make a recommendation to the Board of Aldermen to make a designation for our parks. A voice vote was taken with an affirmative result, and the motion carries.**

President Schaecher asked about the possibility of corporate sponsored items in the parks. Administrator Roth is not aware of any ordinances that would prohibit it, but he will look into it.

Adjournment

A motion was made by Sam Dean, seconded by Kali Keenum to adjourn. The meeting adjourned at 8:45 pm. A voice vote was taken with an affirmative result, and the motion carries.



Seasonal Park Rental Application

4300 PAID
JUN 01 2022
CITY OF PACIFIC

Name of Group: St. Bridget CYC Soccer Today's Date: May 12, 2022
Contact Person: Heather Bonds Email: bonds.heather@yahoo.com
Phone#: 314-484-1503
Event Date/Time: _____
Rain Date/Time: _____
Tell us about your event: CYC Fall Soccer Season

Season begins: August 1, 2022 Season ends: November 19, 2022
Number of expected participants _____

Is this a not-for-profit event? YES NO
Will participants be charged? YES NO How Much? 85 per player - pays CYC fee and referees
Do you have insurance? YES NO With Whom? _____
Will there be vendors at the event? YES NO
Do you plan to drive vehicles onto park land? YES NO
Will you need water or electric connections? YES NO Location: _____
Have you made provisions for onsite medical services? YES NO Contact: _____
Have you made provisions for on-site security? YES NO Contact: _____

Name and contact information of two organization officers (other than applicant)
1. Jackie Krug 314-223-5614
2. Kathleen Thomas 314-605-6909

List any previous events and locations held by the applying organization and/or applicant.
We have been renting the city park for fall soccer for more than 15 years

Tax ID number/status: 43-0653449

Any person, organization or entity that desires to use a park area for an event that is being conducted for profit shall be required to register the event with the City of Pacific. In addition to the fees below, the person, organization or entity shall pay to the City an amount equal to 3% of the gate fees from the event that is collected by the person, organization, or entity that registered the event. You may apply to the Park Board for a variance from the required gate fee percentage, which the Park Board may grant for good cause.

- The Park Board meets the first Monday of the month at 7pm at City Hall.
1. The Renter hereby acknowledges that the rental fee for facilities is subject to change at any time by authorization of the Pacific Board of Alderman.
 2. The facility must be paid for in full before the date of use. Payment is to be made at the Pacific City Hall: 300 Hoven Drive, Pacific MO 63069 from 8:00a.m. to 5:00p.m. Monday- Friday (except holidays). Two weeks' notice is required to cancel a reservation and receive a refund. There will be an additional charge if a park employee is called out after regular business hours. If a facility rental needs to be cancelled because of inclement weather, the rental payment will be credited towards a different date; however, you must notify the City the next working day.
 3. Personal belongings must be removed from all facilities immediately following any event. All refuse (bottles, cups and papers) must be taken from the tables, floor and surrounding area and placed in trash receptacles. All state liquor laws and regulations must be followed.
 4. No vehicles are allowed to be driven on any park grounds except in designated parking area. Do not exceed posted speed limits, nor operate an unlicensed vehicle.
 5. No open flames (including candles) allowed in buildings (per fire code). Fires outside designated areas (BBQ pits and Grills) require prior written approval from Park Board and Fire Chief.



Seasonal Park Rental Application

6. No stakes of any type to be driven into the ground at any facility. Do not damage, deface, or remove signs, buildings or any other city property.
7. Do not cut, pick, damage, or remove flowers, trees, shrubs or other vegetation. No hunting, trapping, or disturbing wildlife – No firearms allowed on park grounds. Do not pollute, discolor, or contaminate in any manner, any body of water found in the park.
8. Do not solicit any business or service, or advertise or vend for sale, or hire any goods without prior written approval by the Park Board. Do not interfere with any group whose exclusive use of park facilities has been granted by permit.
9. No overnight camping without prior written permission from the Pacific Park Board.

Please check one:

DAILY RENTAL	RESIDENT	cost	NON-RESIDENT	cost
Liberty Field Soccer #1		\$ 300.00		\$ 600.00
Liberty Field Soccer #2		\$ 300.00		\$ 600.00
Liberty Field Soccer #3		\$ 300.00		\$ 600.00
Liberty Field Equestrian		\$ 300.00		\$ 600.00
Liberty Field Mixed Use #1		\$ 300.00		\$ 600.00
Liberty Field Mixed Use #2		\$ 300.00		\$ 600.00
City Park Inner Field	✓	\$ 300.00		\$ 600.00
City Park Baseball #1		\$ 300.00		\$ 600.00
City Park Baseball #2		\$ 300.00		\$ 600.00

Applicant Name (printed) Heather Bonds

Signature

Date May 12, 2022

Signature of Park Board/ Date

approved

denied

By signing above, renter acknowledges that the information provided on the form is complete and accurate to the best of their knowledge. They agree to abide by the terms set forth in this application, and the rules and regulations of the City Of Pacific, and that failure to do so may result in the cancellation of the event, denial of future permit applications, or other legal action.

City Collector _____ Deposit amount _____ Date _____

Thank you for using our parks!



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/19/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, Inc. 12444 Powerscourt Drive Saint Louis MO 63131	CONTACT NAME: _____	
	PHONE (A/C, No, Ext): 314-800-2269	FAX (A/C, No): _____
E-MAIL ADDRESS: sandy_gross@ajg.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Princeton Excess & Surplus Lines Ins Co		10786
INSURER B : Safety National Casualty Corporation		15105
INSURER C : Underwriters at Lloyd's London		15792
INSURER D : Old Republic Union Insurance Company		31143
INSURER E :		
INSURER F :		

COVERAGES **CERTIFICATE NUMBER:** 683364564 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> SIR-\$500,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BP1001321	7/1/2021	7/1/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> SIR-\$500,000			BP1001321	7/1/2021	7/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A D	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			R2A3FF000002217 8221001016617	7/1/2021 7/1/2021	7/1/2022 7/1/2022	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	LDS4042077	7/1/2021	7/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Excess Liability: Layer is pro-rata share; 70% Princeton and 30% Old Republic thru a coinsurance policy.
 The limit shown applicable to the Excess Liability coverage is at least the limits on the policies(ies).
 Statutory WC limit subject to \$1,000,000 deductible

Use of premises for events of Named Insured

CERTIFICATE HOLDER Pacific City Parks N-Sports Rec Center Birk Circle Pacific MO 63069	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Tree Removal at City Parks

Work to be performed

Craigs Tee Service

Poertner & Sons Tree Service

Dynamic Tree Service

City Park

Removal of two dead pines at City Park	\$ 3,000.00	\$ 2,800.00	\$ 2,600.00
Grind and remove large Stump at Tennis Court	\$ 500.00	\$ 500.00	\$ 400.00

Adams Garden

Remove Mulberry & Clean Debris	\$ 1,500.00	\$ 1,450.00	\$ 1,800.00
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Totals	\$ 5,000.00	\$ 4,750.00	\$ 4,800.00
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Certificates of Insurance provided upon request