

Public Notice posted in accordance
RSMO. 610 as amended

Date/Time Posted: Friday, May 29, 2020
5:00 p.m.

By: Kimberly Barfield
City Clerk

**CITY OF PACIFIC
300 HOVEN
BOARD OF ALDERMEN AGENDA
REGULAR MEETING**

**TUESDAY, JUNE 2, 2020
7:00 P.M.**

THIS MEETING WILL BE HELD VIA ZOOM VIDEOCONFERENCING. THE PUBLIC MAY VIEW OR LISTEN TO THE MEETING AT THE FOLLOWING: <https://us02web.zoom.us/j/87435332633>

THIS MEETING WILL ALSO BE BROADCAST LIVE ON THE CITY'S FACEBOOK PAGE:

<https://www.facebook.com/cityofpacificmunicipalgovernment>

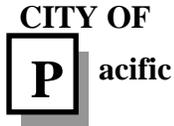
1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Prayer
5. Approve Agenda
6. Approve the Minutes from the Regular Meeting on May 19, 2020
7. Public Participation
(Note: Citizens may comment by attending the meeting through the Zoom link provided above. If you need assistance please contact Kim Barfield, City Clerk 636-271-0500 ext. 217 prior to the meeting.)
8. Public Hearings
(Note: Citizens may comment by attending the meeting through the Zoom link provided above. If you need assistance please contact Kim Barfield, City Clerk 636-271-0500 ext. 217 prior to the meeting.)
 - a. A Public Hearing to hear comments on the Operating and Capital Funds Budget of the City of Pacific, Franklin and St. Louis Counties for the Fiscal Year commencing July 1, 2020 and ending June 30, 2021.
9. Mayor Report
 - a. Approve appointment of Ed Gass to Board of Adjustment, term to expire May, 2025
10. New Bills

- a. Bill No. 5015 An Ordinance Approving and Adopting a Budget of anticipated cash revenue and cash disbursements for the operating and capital funds of the City of Pacific, Franklin and St. Louis Counties, Missouri for the Fiscal Year commencing July 1, 2020, and ending June 30 2021, providing for expenditures in accordance with said budget and make appropriations thereof. (1st reading)
 - b. Bill No. 5016 An Ordinance establishing the Fiscal Year 2020-2021 Wage and Salary Schedule for appointed officials and employees of the City of Pacific. (1st reading)
 - c. Bill 5017 An Ordinance prohibiting Ballpark Parking on W. Pacific Street. (1st reading)
 - d. Bill 5018 An Ordinance amending the requirements for approval of a Special Event Permit in the City of Pacific (1st reading)
10. Consideration of Bills Previously Introduced
- a. Bill No. 5008 An Ordinance approving a Zoning Change (Map Amendment) from City of Eureka PC Zoning to M-2 for the property at 18675 US Highway 66, known and identified as St. Louis County Parcel ID 30X410025. (*2nd reading*)
 - b. Bill No. 5009 An Ordinance approving a Zoning Change (Map Amendment) from the City of Eureka PC Zoning to M-1 for the property at 18663 US Highway 66, known and identified as St. Louis County Parcel ID 30X410016. (*2nd reading*)
 - c. Bill No. 5010 An Ordinance amending the City of Pacific Zoning Code and Land Subdivision Regulations pertaining to Off-Street Parking and Final Plat Requirement. (*2nd reading*)
 - d. Bill No. 5011 An Ordinance amending the City of Pacific Zoning Code to establish regulations for Short-Term Vacation Rental Facilities in the City of Pacific. (*2nd reading*)
 - e. Bill No. 5014 An Ordinance regulating the operation of Utility Vehicles and Golf Carts in the City of Pacific. (*2nd reading*)
11. New Business
- a. Resolution 2020-27 A Resolution to authorize a Contract Award for Construction of Wastewater Treatment Facility Blower Improvements in the City of Pacific.
12. Unfinished Business
13. City Administrator Report
- a. Project updates
14. Director of Community Development Report
15. Public Works Commissioner Report
16. City Attorney Report
17. Miscellaneous
- a. Approve Pay Application 1, Insituform Technologies CIPP project in the amount of \$ 369,456.38
18. Reports of City officials

- a. Alderman Nemeth
- b. Alderman Adams
- c. Alderman Rahn
- d. Alderman Gass
- e. Alderman Johnson
- f. Alderman Stotler
- g. Chief Mansell
- h. Collector Kelley

19. Adjourn

The Board of Aldermen will consider and act upon the matters listed above and such others as may be presented at the Meeting and determined to be appropriate for discussion at that time. The City of Pacific is working to comply with the Americans with Disabilities Act mandates. Individuals who require an accommodation to attend a meeting should contact City Hall (271-0500) at least twenty-four hours in advance.



May 19, 2020 * RECORD OF PROCEEDINGS

**CITY OF PACIFIC
REGULAR MEETING OF THE BOARD OF ALDERMEN
300 HOVEN
PACIFIC, MISSOURI 63069**

This meeting was held via Zoom videoconferencing. The public was able to view or listen to the meeting at the following: [https://zoom.us./j/us02web.zoom.us/j/89826066565](https://zoom.us/j/us02web.zoom.us/j/89826066565)

The meeting was called to order at 7:00 p.m. by Mayor Myers.

A roll call was taken with the following results:

Present at Roll Call:

Alderman Nemeth
Alderman Adams
Alderman Rahn
Alderman Gass
Alderman Johnson
Alderman Stotler

A quorum was present. All Aldermen were visually seen through video conferencing and heard.

Also present:

Administrator Roth
Attorney Jones
Chief Mansell
PW Commissioner Brueggemann
Director Kopp
Collector Kelley
City Clerk Barfield

All staff was visually seen through video conferencing and heard.

Pledge of Allegiance

The Pledge of Allegiance is given.

Prayer

There was no representative from Ministerial Alliance. Mayor Myers offered prayer this evening.

Approve Agenda

Motion made by Alderman Nemeth, seconded by Alderman Gass to approve the agenda. A voice vote was taken with an affirmative result.

Board of Aldermen 5-19-2020

Minutes

A. Regular meeting on May 5, 2020.

Motion made by Alderman Stotler, seconded by Alderman Rahn to approve the minutes of the regular meeting on May 5, 2020. A voice vote was taken with an affirmative result and Mayor Myers declared the motion carried.

Public Hearings

Mayor Myers stated that comments must be made by attending the meeting through the Zoom line provided above. If you need assistance, please contact Kim Barfield at 636-271-0500 Ext 217 prior to the meeting or Steve Roth now at Ext 213.

a. A Public Hearing to consider Text Amendments to Zoning District and Land Subdivision regulations governing Off-Street Parking and Final Plat regulations.

Mayor Myers read the Public Hearing into the record and opened it for comments. He asked for any comments through zoom. There were none. He asked City Clerk Barfield if she received any comments prior to the meeting. City Clerk Barfield did not receive any comments. He asked for any comments from the Board. Administrator Roth stated there are two attendees and stated that if they wanted to speak, they can raise their hand using the zoom feature. There being no comments the Public Hearing was closed.

b. A Public Hearing to consider text amendments to Pacific Municipal Code Title IV: Land Use. The proposed text amendments pertain to Zoning District regulations relating to Short-Term Vacation Rental uses, commonly referred to as “Bed and Breakfasts, Airbnb’s, VRBO’s.

Mayor Myers read the Public Hearing into the record and opened it for comments. He asked for any comments through zoom. There were none. He asked City Clerk Barfield if she received any comments prior to the meeting. City Clerk Barfield did not receive any comments. He asked for any comments from the Board. There being no comments the Public Hearing was closed.

Mayor’s Report

a. Approve the appointment of Heather Filley to the Park Board Committee.

Motion made by Alderman Nemeth, seconded by Alderman Adams to approve the appointment of Heather Filley to the Park Board Committee. A voice vote was taken with an affirmative result.

b. Approve the appointment of Benton Kelley to Board of Adjustment.

Motion made by Alderman Gass, seconded by Alderman Adams to approve the appointment of Benton Kelley to the Board of Adjustment. A voice vote was taken with an affirmative result.

c. Approve the appointment of Bryan Kopp to the East Osage CID and Osage CID.

Motion made by Alderman Adams, seconded by Alderman Nemeth to approve the appointment of Bryan Kopp to the East Osage CID and Osage CID. A voice vote was taken with an affirmative result.

d. Approve appointment of Felicia Ammann to the Beautification Committee.

Motion made by Alderman Adams, seconded by Alderman Rahn to approve the appointment of Felicia Ammann to the Beautification Committee. A voice vote was taken with an affirmative result, and Mayor Myers declared the motion carried.

e. Approve appointment of Sarah Summers to the Board of Adjustment from an alternate to regular member.

Motion made by Alderman Nemeth, seconded by Alderman Adams to approve the appointment of Sarah Summers to the Board of Adjustment from an alternate to regular member. A voice vote was taken with an affirmative result, and Mayor Myers declared the motion carried.

New Bills

Alderman Rahn stated he would like to sponsor Bill Numbers 5008 & 5009.

Alderman Adams stated he would like to sponsor Bill Numbers 5011 & 5012 & 5013.

Alderman Nemeth stated he would like to sponsor Bill Numbers 5010 & 5014.

Bill No. 5008 An Ordinance approving a Zoning Change (Map Amendment) from City of Eureka PC Zoning to M-2 for the property at 18675 US Highway 66, known and identified as St. Louis County Parcel ID 30X410025. (1st reading)

As posted pursuant to the ordinance, Mayor Myers read Bill No. 5008 by title only for the first reading.

Bill No. 5009 An Ordinance approving a Zoning Change (Map Amendment) from the City of Eureka PC Zoning to M-1 for the property at 18663 US Highway 66, known and identified as St. Louis County Parcel ID 30X410016 (1st reading)

As posted pursuant to the ordinance, Mayor Myers read Bill No. 5009 by title only for the first reading.

Bill No. 5010 An Ordinance amending the City of Pacific Zoning Code and Land Subdivision Regulations pertaining to Off-Street Parking and Final Plat Requirement (1st reading)

As posted pursuant to the ordinance, Mayor Myers read Bill No. 5010 by title only for the first reading.

Bill No. 5011 An Ordinance amending the City of Pacific Zoning Code to establish regulations for Short-Term Vacation Rental Facilities in the City of Pacific (1st reading)

As posted pursuant to the ordinance, Mayor Myers read Bill No. 5011 by title only for the first reading.

Bill No. 5012 An Ordinance Revising Regulations for the Prevention of the Introduction and Proliferation of the COVID-19 Virus in the City of Pacific (1st reading Emergency Legislation)

As posted pursuant to the ordinance, Mayor Myers read Bill No. 5012 by title only for the first reading.

Bill No. 5013 An Ordinance revising the Authority of the Mayor of the City of Pacific, Missouri to declare a State of Emergency (1st reading Emergency Legislation)

As posted pursuant to the ordinance, Mayor Myers read Bill No. 5013 by title only for the first reading.

Bill No. 5014 An Ordinance regulation the operation of Utility Vehicles and Golf Cards in the City of Pacific. (1st reading)

As posted pursuant to the ordinance, Mayor Myers read Bill No. 5014 by title only for the first reading.

Alderman Rahn asked for discussion on Bill No. 5014. He asked if it was necessary to wear a helmet in a golf cart, as he did not think so. Alderman Nemeth and Alderman Adams agreed. He also suggested the age to drive a golf cart should be 16 years old and not 18 years old. Chief Mansell agreed and thought this could be changed to a licensed driver. Alderman Rahn stated he had the same comment regarding an ATV. Alderman Nemeth agreed and thought a licensed driver should be for all of them. Mayor Myers stated they could make this motion now, or at the next meeting. Chief Mansell stated regarding seat belts this should be only if it was manufactured with seat belts, they need to be wore. Alderman Adams agreed and stated if the golf cart or ATV was not manufactured with it, then it should not be required. Chief Mansell asked who gets a summons if there is an 8-year-old on a mini-bike. Attorney Jones advised that the 8-year-old would get the summons, just like if this were a minor in possession. Chief Mansell stated that under the juvenile law, they could not be taken in.

Consideration of Bills Previously Introduced

a. Bill No. 5006 An Ordinance revising the Policies and Procurement and Approval of purchases by the City of Pacific (2nd reading)

As posted pursuant to the ordinance, Mayor Myers read Bill No. 5006 by title only for the second reading. Mayor Myers asked for any discussion. Motion made by Alderman Nemeth, seconded by Alderman Gass to approve Bill No. 5006. A roll call vote was taken with the following results: Ayes: Alderman Nemeth, Alderman Adams, Alderman Rahn, Alderman Gass, Alderman Johnson, Alderman Stotler. Nays: none. Whereupon, Mayor Myers declared Bill No. 5006 passed and becomes **Ordinance No. 3190**.

b. Bill No. 5007 An Ordinance amending the Fiscal Year 2019-2020 Budget and Wage and Salary Schedule for appointed officials and employees of the City of Pacific. (2nd reading)

As posted pursuant to the ordinance, Mayor Myers read Bill No. 5007 by title only for the second reading. Mayor Myers asked for any discussion. Motion made by Alderman Gass, seconded by Alderman Nemeth to approve Bill No. 5007. A roll call vote was taken with the following results: Ayes: Alderman Adams, Alderman Rahn, Alderman Gass, Alderman Johnson, Alderman Stotler, Alderman Nemeth. Nays: none. Whereupon, Mayor Myers declared Bill No. 5007 passed and becomes **Ordinance No. 3191**.

c. Bill No. 5012 An Ordinance Revising Regulations for the Prevention of the Introduction and Proliferation of the COVID-19 Virus in the City of Pacific (2nd reading Emergency Legislation per Board Action on 5-5-2020)

As posted pursuant to the ordinance, Mayor Myers read Bill No. 5012 by title only for the second reading. Mayor Myers asked for any discussion. Motion made by Alderman Adams, seconded by Alderman Rahn to approve Bill No. 5012. A roll call vote was taken with the following results: Ayes: Alderman Rahn, Alderman Gass, Alderman Johnson, Alderman Stotler, Alderman Nemeth, Alderman Adams. Nays: none. Whereupon, Mayor Myers declared Bill No. 5012 passed and becomes **Ordinance No. 3196**.

d. Bill No. 5013 An Ordinance revising the Authority of the Mayor of the City of Pacific, Missouri to declare a state of Emergency (2nd reading Emergency Legislation per Board Action on 5-5-2020)

As posted pursuant to the ordinance, Mayor Myers read Bill No. 5013 by title only for the second reading. Mayor Myers asked for any discussion. Motion made by Alderman Nemeth, seconded by Alderman Adams to approve Bill No. 5013. A roll call vote was taken with the following results: Ayes: Alderman Gass, Alderman Johnson, Alderman Stotler, Alderman Nemeth, Alderman Adams, Alderman Rahn. Nays: none. Whereupon, Mayor Myers declared Bill No. 5013 passed and becomes **Ordinance No. 3197**.

New Business

Resolution No. 2020-26 A Resolution authorizing and directing the Mayor to execute an Agreement with CM Archer Group, PC for Professional Services relating to the design of the Wastewater Lift Station 2 / Brush Creek Interceptor Improvements.

As posted pursuant to the ordinance, Mayor Myers read Resolution No. 2020-26 by title only. Mayor Myers asked for any discussion. **Motion made by Alderman Gass, seconded by Alderman Adams to approve. A voice vote was taken with an affirmative result, and Mayor Myers declared the motion carried.**

Alderman Adams stated he would like to bring up new business. He wanted to propose to the Board to consider a Resolution requiring any use of City property that would require a permit or approval from the Board of Aldermen come with a plan that coincides with the Governor's orders until the virus is over. This would be for any permits issued for the use of City property. He is speaking of City parks and City streets.

Administrator Roth stated there was a request this week for rental of the ball fields. Our position has been to provide the certificate of insurance and the hold harmless agreement which states they will be in compliance with the Governor's orders. Alderman Adams stated any policy that would allow administration to issue the permit there would be no change. Attorney Jones asked if he was asking to amend the procedure for permits for use of City property. Alderman Adams stated he is proposing a Resolution that expires when the Governor's orders do. Attorney Jones stated the Governor's orders include language that pertain to the Fire Code. Alderman Adams stated his concern was car cruise. Mayor Myers stated that car cruise has been cancelled. The Partnership is considering how to have a different event prior to the fireworks in the street, such as a concert. Administrator Roth stated a Special Event Permit would be needed for this type of event, and the Board would set the conditions. Alderman Adams is requesting the group present to the City how they are going to stay consistent with the Governor's Orders.

City Clerk Barfield asked for clarification regarding the use of the Board Room. If a group requests use of the Board room after hours, there is no permit required, but the Board currently approves this as an agenda item. Discussion followed. **Motion made by Alderman Adams, seconded by Alderman Nemeth that a request to use the Board room at City Hall be approved by Administration and does not go to the Board of Aldermen. A voice vote was taken with an affirmative result.**

Motion made by Alderman Adams, seconded by Alderman Gass for staff to draft a Resolution that any Special Event Permit that requires Board of Aldermen approval also submit a plan showing how they are going to be in compliance with the Governor's Orders. Chief Mansell asked how this was going to be enforced. Alderman Adams stated we would be faced with the same problems

everywhere else regarding enforcement.

City Administrator Report

a. Asbestos Inspection bids

We requested proposals for the asbestos inspections for the HMGP “Phase 2” Flood Buyout Program. The responses are included in the Board packet. SCI Engineering is the low bidder and we would request approval. SCI’s bid was \$ 450 for a residential structure, \$ 1,200 for an apartment structure, and \$ 500 for a non-residential structure. St. John Environmental was the 2nd bidder, who came in higher. **Motion made by Alderman Gass, seconded by Alderman Rahn to approve SCI Engineering for the Asbestos Inspection Bids. A voice vote was taken with an affirmative result, and Mayor Myers declared the motion carried.**

b. Approve Change Order 1 from KJ Unnerstall for a deduct of \$ 4,000 for the Bigfoot Plaza Construction

Administrator Roth stated this was discussed at the Tourism Commission meeting and they are also trying to reduce costs. An opportunity came up with the benches and there were five benches included in the plan. Tourism has voted to remove two of the benches with a savings of \$ 4,000. This is their recommendation to the Board. **Motion made by Alderman Nemeth, seconded by Alderman Adams to approve Change Order 1 from KJ Unnerstall for a deduct of \$ 4,000. A voice vote was taken with an affirmative result.**

c. Municipal Pool Operation 2020

Administrator Roth stated there was a Special Park Board Meeting and with much discussion they have recommended opening the pool on June 2, 2020 with certain restrictions in place. Midwest Pool also attended the meeting via Zoom. They suggested signage for social distancing, limit the furniture on the pool deck, the lifeguards would rotate cleaning of high touch areas. The capacity would be 91 people at the pool. This figure is done on a calculation the pool company uses. The Swim Team is discussing conducting events virtually. They also discussed limiting it to the Meramec Valley School District Area if necessary. There was further discussion on no one under the age of 16 years old can be at the pool unsupervised. Alderman Nemeth stated he thought this was another layer of responsibility for young people to oversee and this was concerning to him. If there is potentially a line outside, this puts a whole other level to this, and he was not sure it should be limited to Meramec Valley students. Currently he did not think the State was allowing pools to open. He suggested when the Governor allows pools to open then we should discuss it. Mayor Myers stated he attended a conference call with Governor Mike Parsons, and he asked for a recommendation regarding City pools. The State has no order regarding pools as of May 14th. The municipality has to decide it individually, although the 6’ social distancing still applies. There is also no law regarding face masks. Alderman Nemeth apologized as he was not aware of that. Mayor Myers stated Franklin County also has no rules. Alderman Nemeth thought with that being said, it needed more discussion. Chief Mansell stated most people that visit the pool are out of town. Alderman Rahn was concerned with adding the responsibility of more cleaning to these young individuals. Alderman Nemeth stated the Swim Team made the decision to not hold a standard season. Alderman Johnson was concerned on how they would monitor the 91 people, would they rotate them so everyone could get in? Alderman Roth stated this was an unknown and would be tricky. Alderman Gass stated money is tight. Alderman Adams stated that our neighbors are using caution, and we need to consider this and rule on the side of caution. Hopefully, this is short-term, but he thought it was a bad idea to open. **Motion made by Alderman Gass, seconded by Alderman Rahn to keep the pool closed**

for the season. Mayor Myer stated currently the season has been postponed. **A roll call vote was taken with the following results: Ayes: Alderman Gass, Alderman Adams, Alderman Rahn, Alderman Johnson. Nays: Alderman Nemeth, Alderman Stotler. Mayor Myers stated the motion passed 4-2 and there would be no pool season.**

Alderman Nemeth voted no because he did not think the pool should be permanently closed.

d. Set Public Hearing date, for the Fiscal Year 2020-2021 budget

Administrator Roth stated the Final draft budget was included in the packet. There is a separate memo in the packets for the budget. This includes the changes the Board has made at the 4/28 meeting. The Preventative Maintenance Plan is in the budget for Lamar Parkway and Payne Street with funds also coming from the W. Osage CID and other sources. There is a transfer to Parks & Stormwater of \$ 21,000 for the Grant that was given to the City to improve the parking area at Red Cedar. The City still must match that, and this project is still on the books. The Transportation Fund has been reconfigured. The City receives Road & Bridge funds each year from St. Louis County. They require an affidavit to be signed indicating we use these funds for transportation purposes. The City also receives a Reserve Gas Receipts tax, which is our portion of the Missouri Gas Tax. Administration took the Motor Vehicle Sales Tax & the fee and these others and included them in the Transportation budget. This removed a portion of the General Fund transfer. This helps the Transportation Fund to be self-sufficient. Currently there is a General Fund deficit of \$ 16,843 on paper. The revenues are budgeted low and expenses high. This budget includes the transfer to the Contingency Fund every month. We are not drawing on the Contingency Fund at all for funding. We have cut/froze the bulky trash pick-up, the newsletter, one police position and other items. The City can operate and maintain. The projections are unpredictable. If there is another waive in the fall this could change things. The FEMA Flood Buyout is also included in the budget. Tonight, he would ask for authority to set the Public Hearing for June 2nd with an ordinance. **Motion made by Alderman Adams, seconded by Alderman Nemeth to proceed with the Public Hearing and legislation. A voice vote was taken with an affirmative result.**

Board members also agreed at this time, the June 2nd Board meeting will also be conducted via Zoom.

CID Update – Alderman Johnson asked for a CID Update since they met recently. Administrator Roth stated E. Osage and Osage CID both met via zoom. They finalized their budgets and general discussions regarding project. Osage CID discussed the road connection to B & H and at that time I did not have the engineering contract. Since that meeting I have received it. They also discussed using the CID funds for paving of Lamar Parkway. Mayor Myers stated they also discussed storm drains off Route 66 past the Agape House. The creek east of their parking lot takes a lot of water. It was suggested that storm drain improvements with a possible water retention basin be put in.

Director of Community Development Report

Director Kopp stated his department has received 29 permit applications. They completed 42 inspections and 10 occupancy inspections. There have been 17 plan reviews done and 36 violation notices sent from Code Enforcement. Things have been very steady.

Public Works Commissioner Report

Public Works Commissioner Brueggemann stated there is no separate line for mosquito fogging. Last year they spend \$ 9,204 on this. Does he continue to do the fogging. **Motion made by Alderman**

Adams, seconded by Alderman Stotler to continue the mosquito fogging this year. A voice vote was taken with affirmative result.

City Attorney Report

Attorney Jones stated the Board approved a Design Contract with Archer Elgin for improvements to Brush Creek. They have had two conference calls with Jeff Meadows discussing the options to be presented to the District. He recommends the Board sub-committee meet with himself and Administrator Roth to discuss the options presented and the idea brought back to the Board of Aldermen before setting a meeting for negotiations. The sub-committee decided Wednesday, May 27th at 2 pm they would have a meeting at City Hall.

Miscellaneous

a. Approve the list of bills.

Motion made by Alderman Nemeth, seconded by Alderman Adams to approve the list of bills. A voice vote was taken with an affirmative result, and Mayor Myers declared the motion carried.

b. Approve Fireworks Display Agreement, J & M Displays in the amount of \$ 12,500 to be paid from Tourism Funds.

Motion made by Alderman Adams, seconded by Alderman Nemeth to approve the Fireworks Display Agreement, J & M Displays in the amount of \$ 12,500. A voice vote was taken with an affirmative result. Attorney Jones stated he reviewed the contract and there are two sections he would like the opportunity to work with them on, that is paragraph 2 and paragraph 10. Board members agreed to have Attorney Jones work on this.

Reports of City officials

Alderman Nemeth – stated he thought we should have left the temporary closure of the pool in place. He understands the savings of \$ 60,000, but with the limited activities he felt like we should have left it temporary. He is still on the side of a potential pool season and hoped we would continue to discuss this at every meeting and reverse the decision made tonight.

Alderman Adams – thanked Administrator Roth, City Clerk Barfield, Chief Mansell, and the department heads for working on the budget as needed.

Alderman Rahn – No report

Alderman Gass – stated there was a construction company at the 100 block of E Union that looked rough and asked that someone look into it. He continued at the 300 block of W. Union the hole was partially filled but we need to complete it with seed etc.

Alderman Johnson – No report.

Alderman Stotler – stated he would echo what Alderman Stotler stated and hopes we revisit the pool.

Chief Mansell – asked what time of the day the mosquito fogging would be done. Public Works Commissioner Brueggemann stated the Manufacturer's recommendation is early morning. Chief then

asked if any roads needed closed for the fireworks. Alderman Johnson thought that would be needed and he will get Detour signs from Public Works. Public Works Commissioner Brueggemann stated he would also take down the flag. Chief stated there was an idea that some have requested the fireworks go back to the parks and a drive-in theatre be done with a movie and then the fireworks at Liberty Field.

Alderman Adams – stated on W. Pacific Street around the Khoury League park there is still a request for a no parking sign. Mayor Myers stated he visited this individual yesterday and he also made a suggestion that the property on the west side of Sixth St that the City owns be made into a parking lot. **Alderman Adams stated he would like to make a motion for a Bill to be created and an Ordinance to eliminate parking on both sides of W. Pacific St. from Sixth St to Fourth St “no ball park parking”, seconded by Alderman Johnson. A voice vote was taken with an affirmative result.** Director Kopp stated there is an existing ordinance, are you asking that this be amended. Alderman Adams stated he was. Attorney Jones stated this would be an Ordinance amending the schedule.

There was further discussion regarding making that property into a parking lot. Alderman Nemeth stated we just cancelled the pool season, and now were trying to build a parking area. Alderman Adams stated this was just in the idea phase, not the funding phase.

Collector Kelley – offered her condolences to the Aycock family.

Adjournment

There being no further business, motion by Alderman Nemeth, seconded by Alderman Gass to adjourn. A voice vote was taken with an affirmative result. The meeting adjourned at 9:00 p.m.

Steve Myers, Mayor

ATTEST:

City Clerk

MEMORANDUM

Steve Roth
City Administrator

636-271-0500 ext. 213
sroth@pacificmissouri.com

May 29, 2020

TO: Mayor and Board of Aldermen
RE: City Administrator report, 6-2-20 Board of Aldermen meeting

Hello everyone,

Please note the following with respect to agenda items and other information for the June 1 meeting.

1. Public Hearing, FY 21 budget. This public hearing is required as part of the FY 21 Budget adoption. I have not heard any public comment on the budget since the notice was posted. The budget is in substantially the same form as presented at the May 19 meeting, with exceptions as noted below.

2. Bill 5015, FY 21 Budget. The budget is in the same form as presented at the May 19 meeting, with the following exceptions:

- We have added a Transfer worksheet. This simply puts all budgeted transfers on one sheet for ease of reference. No changes to the transfer amounts were made.
- The Tourism budget (Fund 13) was out of order in the May 19 draft. This has been corrected. No change to the actual Tourism budget.
- The Police Chief has made a request for a promotion and pay increase for Communications Officer Hunter Kelemen. Staff is agreeable to this and has been incorporated into the budget as presented. A recommendation from Chief Mansell is in the Board packet.

The budget as always is a work in progress, and this year more than ever we will need to manage on a near day-to-day basis. We received one early indicator this week in the monthly Ameren gross receipts payment (\$56,802.23 for May). This is lower than average and may be an early warning sign. At the same time I would be wary of jumping to conclusions based on one monthly payment. We do expect the summer to be quite lean from a budget standpoint. As we get into fall we should have a clearer picture of where our budget will be. I will continue to make regular reports to the Board on the budget going forward.

3. Bill 5016, Wage and Salary Schedule. This bill adopts the Wage and Salary Schedule for FY 21. The only change in the schedule is the promotion of Communications Officer Hunter Kelemen and increase in pay from \$15.50 to \$16.25 hourly. As noted in past discussions, we would plan to address pay and benefits later in the budget year.

4. Bill 5017, No Ballpark parking. This bill adds both sides of W. Pacific Street between 6th Street and railroad tracks to the "no ballpark parking" schedule.

5. Bill 5018, Special Event permits. This bill amends the Special Events provisions of the Municipal Code to require applicants to submit a plan documenting compliance with applicable federal, state or local public health regulations.

6. Bill 5008 Zoning Change 18675 Route 66. This bill adopts M-2 zoning classification for this property, located adjacent to (west of) the NB West Headquarters site. This is the site of the former "Hemp Farm," which has been discontinued. The P-Z Commission May 12 was unanimous in recommending approval.

Copies of the staff report and other materials are included in the packet. NB West Real Estate owns this parcel; it is my understanding that NB West has no immediate plans for the property.

7. Bill 5009 Zoning Change 18663 Route 66. This bill adopts M-1 zoning classification for this property, currently home to First Baptist Church of Allenton. The P-Z Commission was unanimous in recommending approval. Churches can be located in any zoning district, so the M-1 classification would only impact future uses of the property.

8. Bill 5010, Text Amendment, Final Plat and Off-Street parking. This bill amends the Municipal Code relating to Subdivision Plats and Off-Street Parking requirements. The Planning and Zoning Commission conducted a public hearing May 12 and no public comments were heard. The Commission following the hearing was unanimous in recommending approval. A summary is below:

The proposed amendments relating to Final Plat procedures provide as follows:

- Any subdivision that includes public improvements requires a Preliminary Plat
- Public hearing requirement for Preliminary Plat remains in place
- Public hearing requirement for Final Plat of subdivisions that previously received Preliminary Plat approval is waived
- Preliminary Plat and public hearing for Minor Subdivisions (defined as 3 acres or less proposed for 4 lots or less, and that do not include public improvements) is waived
- All Final Plats remain subject to P-Z Commission review and approval, and approval by ordinance of the Board of Aldermen

The Community Development Director researched the Off-Street Parking regulation. The relevant proposed section (with changes as suggested by P-Z) is copied below:

No parking shall be permitted on lawn areas in any zoning district. All vehicles must be parked on a prepared surface consisting of brick, block, pavers, asphaltic or Portland cement concrete. Parking on gravel surfaces in residential districts may be permitted provided that the gravel parking area is behind the front building line, does not encroach upon the required side yard setbacks, and is not readily visible from the public right-of-way.

Gravel driveways and other gravel parking areas in existence as of the effective date of this ordinance shall be allowed to continue, provided that expansion or enlargement of existing gravel drives and parking areas shall be subject to the requirements of this section.

9. Bill 5011, Text Amendment, Short Term Vacation rentals. This bill creates a new Municipal Code provision relating to Short-Term Vacation rentals. The Planning and Zoning Commission conducted a Public Hearing May 12 and following was unanimous in recommending approval as presented.

The proposed regulations essentially provide for the following:

- Short-Term rentals allowed by right in C-1 and "historic downtown district" as defined in the ordinance
- Short-Term rentals allowed by CUP in C-2 and all R zoning districts
- Short-Term rentals prohibited in M districts.
- Short-Term rentals must meet conditions as defined in the ordinance, including annual business license, commercial occupancy inspections, conformance with Tax on Sleeping Room charges ("hotel tax") and certain other items.

The regulations are designed to be accommodating to AirBnB type uses, but with certain restrictions as provided for in the City's occupancy and zoning codes. The intent is to provide for a streamlined approval process, one that gets the use in conformance with City code and also provides a way for the City to enforce on uses that don't meet the requirements.

The Community Development Director and myself can speak to the regulations in more detail at the meeting.

10. Bill 5014, Golf Carts and UTV. This bill is in the same form as was first read on May 19. The Mayor has suggested certain amendments, and I believe the Board may also have amendments to consider. While I don't have any strong objections to allowing golf carts on City streets, I do have some concerns frankly if this is a best practice. Golf cart use within subdivisions and lightly traveled residential neighborhoods would not seem to be of any particular issue. However, golf cart use on main thoroughfares such as Congress, Old Gray Summit Road, Thornton Road / Street, Payne Street, 4th Street and similar routes in my opinion at least is questionable.

11. Resolution to Accept Low Bid, Wastewater Treatment Facility blower project. This Resolution authorizes a contract to TGB Inc. in the amount of \$79,380 for installation of the two Wastewater Treatment Facility blowers that were previously authorized. TGB Inc. was the lowest of two bids and is recommended by the project engineer (copy in the packet). The Board previously authorized the procurement of the blowers from Municipal Equipment Company (MEC) at a total cost of \$303,000. The City has taken delivery of the units, and the contract here is for installation of the units. The total project budget is \$400,00 so we are under budget with the TGB Inc. bid. We would respectfully request acceptance of the TGB Inc. and approval of the Resolution.

12. Project Updates. I wanted to provide an update on various projects we have in progress. In brief review:

- **Bigfoot Plaza.** This project is nearing completion. We have given the contractor a substantial completion target date of June 19, which is when the Bigfoot truck is tentatively set to be installed. The weather has created some delays recently but with decent weather the project should be able to meet the June 19 date.
- **Osage St Water main replacement.** We had a pre-construction meeting May 20 attended by MoDOT and their contractor and project engineer, along with the City contractor (Gullet contracting) and our engineer and representatives. We issued Notice to Proceed May 28, and work is expected to begin soon.
- **Lisa Lane.** Weather has pushed this project back some. The contractor is ready to pour curb and gutter as soon as the ground firms up, which hopefully will be as soon as the week of June 1. Once the curb is in the contractor will place base rock in preparation for asphalt paving. The sidewalk work is the last piece and will likely be completed following the asphalt paving. We don't have a hard timeline yet but would hope to have the road open to traffic before the end of June.
- **Hogan Storm Phase 1.** The contractor is in the process of getting the concrete structures ordered and built. We would expect the in the field work to begin in the next month. I would hope to have a pre-construction meeting the second or third week of June. The contractor has advised that he expects crews will stay on the project more or less continuously once they mobilize for the job.
- **Cemetery mapping.** We met with the consultant this week on this project. The consultant is in the process of mapping existing field conditions with the City's existing database and mapping. Once we have a draft map we would anticipate calling a meeting of the cemetery committee to

review. We would hope for the final draft map to be presented to the Board of Aldermen possibly in August or September.

- **Parks planning project.** This project has stalled a bit due in part to restrictions on meetings due to COVID-19. We cancelled an earlier public form (scheduled for late March) and have since solicited comment through online sources, though the feedback has been less than hoped-for. This will be discussed at the June 1 Park Board meeting. We would like to be wrapped up with this project at least by September if not earlier.
- **Storm Water planning project.** The consultant has provided draft watershed and elevation maps, along with other materials. We have tentatively set a staff meeting the week of June 1 to discuss. The initial draft includes a community survey, which we would hope to release soon. The primary purpose of the survey is to allow the community to advise of problem spots we may not be completely aware of. Once the survey is ready to be distributed we will advise the Board.

13. Municipal Pool season, 2020. There has been some further discussion on this issue. As a point of reference I wanted to include certain recommendations / guidelines that have been discussed in past discussions with Midwest Pool, the Park Board and others. I believe the Park Board intends to revisit this issue at the June 1 meeting. The following information will be forwarded to the Park Board as well.

Recommended guidelines (subject to Board review / approval)

- Limit occupancy to 50 patrons at any one time. This is reduced from the 91 discussed at prior meetings.
- Limit patrons to Meramec Valley R-3 school district. Driver's license or school ID needed.
- Limit deck furniture and maintain spacing. Only the City's pool furniture allowed on the deck.
- No one under age 16 without parent, guardian, older sibling or other person of charge (babysitter).
- Enhanced cleaning of all surfaces, especially bathrooms.
- City to assign main point of contact to coordinate with Pool Manager and Midwest Pool.
- Signs posted clearly stating all adopted / approved guidelines (occupancy limits, MVR-3, deck furniture spacing, age limits). City to provide these signs.
- Pool Manager to have clear authority and discretion to manage the pool according to these guidelines. City to provide back-up and a point of contact as noted previously.
- If additional staffing is necessary, the City will support this. Goal is to run as clean an operation as possible.

14. Information items.

- **Planning and Zoning Commission meeting June 9.** We have a request from Boo Investments (Ray Gullet) for a four-lot subdivision of property off Highway N / Congress. The application is in the packet.

Respectfully submitted,



Steve Roth
City Administrator

BILL NO. 5015

ORDINANCE NO. _____

SPONSOR: _____

AN ORDINANCE APPROVING AND ADOPTING A BUDGET OF ANTICIPATED CASH REVENUE AND CASH DISBURSEMENTS FOR THE OPERATING AND CAPITAL FUNDS OF THE CITY OF PACIFIC, FRANKLIN AND ST. LOUIS COUNTIES, MISSOURI, FOR THE FISCAL YEAR COMMENCING JULY 1, 2020, AND ENDING JUNE 30, 2021, PROVIDING FOR EXPENDITURES IN ACCORDANCE WITH SAID BUDGET AND MAKING APPROPRIATIONS THEREOF.

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

Section 1. The budget of anticipated cash revenue and cash disbursements, as submitted by the City Administrator of the City of Pacific, for the fiscal year commencing July 1, 2020, and ending June 30, 2021, which operating and capital budget is attached hereto and made a part hereof, is hereby approved and adopted as the **Operating and Capital Budget** of the City of Pacific for the twelve (12) month period July 1, 2020 through June 30, 2021.

Section 2. The expenditures set out in the **Operating and Capital Budget** attached hereto and made a part of this ordinance are authorized for the period July 1, 2020 through June 30, 2021, subject to the certification by the heads of the various departments of the City and the City Administrator, and subject also to the general supervisory control of the Board of Aldermen of the City of Pacific.

Section 3. Any and all ordinances or parts thereof in conflict herewith are hereby repealed.

Section 4. This Ordinance shall take effect and be in full force from and after its passage and approval.

PASSED this _____ day of _____, 2020. _____

Steve Myers, MAYOR

APPROVED this _____ day of _____, 2020. _____

Steve Myers, MAYOR

ATTEST:

City Clerk

BILL NO. 5016
SPONSOR: _____

ORDINANCE NO.

AN ORDINANCE ESTABLISHING THE FISCAL YEAR 2020-21 WAGE AND SALARY SCHEDULE FOR APPOINTED OFFICIALS AND EMPLOYEES OF THE CITY OF PACIFIC

WHEREAS, the Board of Aldermen desires to adopt a Wage and Salary Schedule to be included in the Fiscal Year 2020-21 budget;

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

SECTION ONE.

That the Board of Aldermen hereby adopts the Wage and Salary Schedule in the Fiscal Year 2020-21 budget, a copy of which said Wage and Salary Schedule is marked as "Exhibit A" and attached hereto, and made fully a part hereof by reference.

SECTION TWO.

That the rates of pay for employees as shown on the Wage and Salary Schedule shall become effective with the pay period commencing July 6, 2020.

SECTION THREE.

This Ordinance shall be in full force and effect both from and after its date of passage by the Board of Aldermen and approval by the Mayor. Any ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

PASSED this _____ day of _____ 2020. _____
Steve Myers, MAYOR

APPROVED this _____ day of _____ 2020. _____
Steve Myers, MAYOR

ATTEST:

City Clerk

WAGE & SALARY SCHEDULE

presented for Board adoption, 6-2-20

All positions full-time (2080 hours) unless otherwise noted

General Administration	<u>Employee</u>	<u>Rate</u>	<u>Annual</u>
City Clerk	Barfield	\$27.68	\$57,574
City Collector	Kelley	-	\$38,365
Court Clerk	Allen	\$17.62	\$36,650
Utility Billing Clerk	Cowsert	\$17.62	\$36,650
AP Clerk	Fuszner	\$17.00	\$35,360
Payroll / HR	Hayden	\$17.38	\$36,150
City Administrator	Roth	\$43.88	\$91,270
Community Dev Director	Kopp	\$38.46	\$79,997
Building Inspector	Waggoner	\$21.87	\$45,490
Code Enforcement	Watson	\$21.04	\$43,763
Police			
Chief of Police	Mansell	-	\$62,549
Assistant Chief	Locke	\$29.62	\$61,610
Lieutenant	Meyer	\$27.62	\$57,457
Sergeant	Perkins	\$27.21	\$56,605
Sergeant	Backues	\$26.60	\$55,325
Sergeant	Whitman	\$26.60	\$55,325
Sergeant	Klingler	\$26.24	\$54,579
Patrolman	Garrecht	\$25.97	\$54,018
Patrolman	Lynn	\$25.20	\$52,416
Patrolman	Huntington	\$23.20	\$48,256
Patrolman	Rice	\$23.15	\$48,152
Patrolman	Geers	\$22.53	\$46,862
Patrolman	Flora	\$21.50	\$44,720
Patrolman	Vacant (freeze)	\$21.25	\$0
Patrolman	Meyer, J.	\$21.25	\$44,200
Patrolman	Vacant	\$21.25	\$44,200
Patrolman	Kelly	\$21.25	\$44,200
Patrolman	Whitford	\$21.25	\$44,200
Patrolman (1040 hours)	Samel	\$17.00	\$17,680
Administrative Asst (1400 hours)	Downing	\$23.17	\$32,438
Administrative Asst	Walton	\$15.00	\$31,200
Records Clerk	Wade	\$16.64	\$34,611
Reserve officers			\$7,000
Mansell Emergency Mgmt			\$9,048

Communications

Supervisor	Riegel	\$17.43	\$36,244
Assistant Supervisor	Kelemen	\$16.25	\$33,800
Dispatcher 1	Roskowske	\$15.50	\$32,240
Dispatcher 1	Sharkey	\$14.65	\$30,472
Dispatcher 2	Vacant	\$14.65	\$30,472

Transportation

Commissioner	Brueggemann	\$28.48	\$59,248
Leadman / Street Supt	Hinkle	\$22.64	\$47,096
Maint. Laborer	Boyer	\$24.66	\$51,296
Maint. Laborer	Dailey	\$19.90	\$41,382
Maint. Laborer	Vancil	\$19.49	\$40,529
Maint. Laborer	Woolf	\$18.29	\$38,043
Maint. Laborer	Fowler	\$17.65	\$36,712
Maint. Laborer	Ousley	\$17.00	\$35,360

Water & Sewer

Utility Operator	Bingamann	\$21.35	\$44,410
Utility Operator	Emory	\$19.56	\$40,679
Utility Operator	Lefarth	\$20.34	\$42,299
Utility Operator	Thornhill	\$18.00	\$37,440

Parks

Superintendent (freeze for six months / 1040 hours)	Vacant	\$22.00	\$22,880
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BILL NO. 5017

ORDINANCE NO. _____

SPONSOR: _____

AN ORDINANCE PROHIBITING BALLPARK PARKING ON W. PACIFIC STREET

WHEREAS, public health and safety require additional parking restrictions on W. Pacific Street.

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

Section 1: Schedule IV, Table IV-A of the Code shall be amended by adding the following:

Location	Restriction
Both sides of W. Pacific Street between Sixth Street and the railroad tracks	No ballpark parking

Section 2. Any and all ordinances or parts thereof in conflict herewith are hereby repealed.

Section 3: This ordinance shall take effect and be in full force from and after its passage and approval.

PASSED this _____ day of _____, 2020. _____
Steve Myers, MAYOR

APPROVED this _____ day of _____, 2020. _____
Steve Myers, MAYOR

ATTEST:

City Clerk

BILL NO. 5018

ORDINANCE NO. _____

SPONSOR: _____

AN ORDINANCE AMENDING THE REQUIREMENTS FOR APPROVAL OF A SPECIAL EVENT PERMIT IN THE CITY OF PACIFIC.

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

Section 1: Section 401.050 of the Code of Ordinances of the City of Pacific shall be amended by adding a new Subsection 14 thereto, as follows:

14. If a permit application cannot be approved administratively and requires approval by the Board of Aldermen and the City of Pacific is under a federal, state or local order relating to protection of the public health, the applicant shall be required to submit a plan documenting how the event will comply with such orders. Applications that cannot sufficiently demonstrate compliance with such public health order(s) shall be rejected.

Section 2: This ordinance shall take effect and be in full force from and after its passage and approval.

PASSED this _____ day of _____, 2020. _____
Steve Myers, MAYOR

APPROVED this _____ day of _____, 2020. _____
Steve Myers, MAYOR

ATTEST:

City Clerk

BILL NO. 5008

ORDINANCE NO. _____

SPONSOR: _____

AN ORDINANCE APPROVING A ZONING CHANGE (MAP AMENDMENT) FROM CITY OF EUREKA PC ZONING TO M-2 FOR THE PROPERTY AT 18675 US HIGHWAY 66, KNOWN AND IDENTIFIED AS ST. LOUIS COUNTY PARCEL ID 30X410025.

WHEREAS, the City of Pacific has applied for a zoning change (map amendment) from City of Eureka PC zoning to M-2 for the property at 18675 US Highway 66, known and identified as St. Louis County Parcel ID 30X410025; and

WHEREAS, the application was duly referred to the Planning and Zoning Commission for its consideration and recommendation; and

WHEREAS, a duly advertised and posted public hearing was conducted before the Planning and Zoning Commission on May 12, 2020; and

WHEREAS, the Planning and Zoning Commission has submitted its report to the Board of Aldermen and has recommended that a zoning change from City of Eureka PC zoning to M-2 for the aforesaid property be approved in accordance with the application;

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

Section 1. A zoning change and map amendment from City of Eureka PC zoning to M-2 is hereby approved for the property at 18675 US Highway 66, known and identified as St. Louis County Parcel ID 30X410025. The City zoning map shall be updated accordingly in due course.

Section 2. This Ordinance shall take effect and be in full force from and after its passage and approval.

PASSED this _____ day of _____ 2020. _____
Steve Myers, MAYOR

APPROVED this _____ day of _____ 2020. _____
Steve Myers, MAYOR

ATTEST:

City Clerk

BILL NO. 5009

ORDINANCE NO. _____

SPONSOR: _____

AN ORDINANCE APPROVING A ZONING CHANGE (MAP AMENDMENT) FROM CITY OF EUREKA PC ZONING TO M-1 FOR THE PROPERTY AT 18663 US HIGHWAY 66, KNOWN AND IDENTIFIED AS ST. LOUIS COUNTY PARCEL ID 30X410016.

WHEREAS, the City of Pacific has applied for a zoning change (map amendment) from City of Eureka PC zoning to M-1 for the property at 18663 US Highway 66, known and identified as St. Louis County Parcel ID 30X410016; and

WHEREAS, the application was duly referred to the Planning and Zoning Commission for its consideration and recommendation; and

WHEREAS, a duly advertised and posted public hearing was conducted before the Planning and Zoning Commission on May 12, 2020; and

WHEREAS, the Planning and Zoning Commission has submitted its report to the Board of Aldermen and has recommended that a zoning change from City of Eureka PC zoning to M-1 for the aforesaid property be approved in accordance with the application;

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

Section 1. A zoning change and map amendment from City of Eureka PC zoning to M-1 is hereby approved for the property at 18663 US Highway 66, known and identified as St. Louis County Parcel ID 30X410016. The City zoning map shall be updated accordingly in due course.

Section 2. This Ordinance shall take effect and be in full force from and after its passage and approval.

PASSED this _____ day of _____ 2020. _____

Steve Myers, MAYOR

APPROVED this _____ day of _____ 2020. _____

Steve Myers, MAYOR

ATTEST:

City Clerk

BILL NO. 5010

ORDINANCE NO. _____

SPONSOR _____

AN ORDINANCE AMENDING THE CITY OF PACIFIC ZONING CODE AND LAND SUBDIVISION REGULATIONS PERTAINING TO OFF-STREET PARKING AND FINAL PLAT REQUIREMENT

WHEREAS, the City of Pacific Zoning Officer has recommended certain text amendments to the Pacific Zoning Code and Land Subdivision Regulations to better adhere to the direction and guidance of the Pacific Comprehensive Plan; and

WHEREAS, the Planning and Zoning Commission, upon conducting a duly advertised public hearing on the proposed text amendments, has by affirmative vote recommended said amendments be adopted.

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

Section 1. The Minor Subdivision definition as contained in Section 400.040 shall be repealed and replaced with the following:

400.040 SUBDIVISION, MINOR

A tract of land consisting of three (3) acres or less of land proposed for subdivision into four (4) or less lots, and which does not require construction or extension of public improvements.

Section 2. Section 410.030(D) shall be repealed and replaced with the following:

410.030(D) Minor Subdivisions.

1. Purpose. The purpose of this Section is to provide a simplified administrative review and approval procedure for minor subdivisions as defined in Section 400.040 of this Code.
2. Procedure. Minor subdivisions which meet the conditions as defined in Section 400.040 shall be exempt from the following processing requirements unless otherwise required by the Zoning Officer:

- a. Review and approval by the Planning and Zoning Commission of the preliminary plat;
and
- b. Review and approval by resolution of the Board of Aldermen of the preliminary plat.

In all other respects, minor subdivisions shall meet the preparation and processing requirements of this Chapter.

Section 3. Section 410.040(D)(2) shall be repealed and replaced with the following:

410.040(D)(2). The final plat shall be reviewed by the Planning and Zoning Commission and the Board of Aldermen to determine whether the plat is in harmony with the requirements of the preliminary plat (if preliminary plat is required) and of this Chapter.

Section 4. Section 400.235(A)(10)(f) shall be repealed and replaced with the following:

No parking shall be permitted on lawn areas in any zoning district. All vehicles must be parked on a prepared surface consisting of brick, block, pavers, asphaltic or Portland cement concrete. Parking on gravel surfaces in residential districts may be permitted provided that the gravel parking area is behind the front building line, does not encroach upon the required side yard setbacks, and is not readily visible from the public right-of-way.

Gravel driveways and other gravel parking areas in existence as of the effective date of this ordinance shall be allowed to continue, provided that expansion or enlargement of existing gravel drives and parking areas shall be subject to the requirements of this section.

Section 5. Section 400.235(A)(1)(c) shall be repealed and replaced with the following:

The issuance of a building permit or commercial use permit shall require compliance with the parking area requirements as herein provided. However, a parking area complying with previous zoning ordinances of the City of Pacific, which becomes non-conforming upon the passage of this Chapter by reason of number of parking spaces, location or construction, shall not be required to comply with those portions of this Chapter, except as otherwise provided in Section 400.270 of this Chapter.

Hard surfacing compliant with the City's Construction Standards for parking areas shall be required upon the issuance of a building permit even though additional spaces are not required to be constructed.

Section 6. Section 400.040 shall have the following definition added:

PREPARED SURFACE

A flat contiguous exterior surface that prevents erosion, is constructed of brick, block, pavers, asphaltic or Portland cement concrete, and has a slope ratio not greater than 1:12

Section 7. This Ordinance shall be in full force and effect upon its passage by the Board of Aldermen and approval by the Mayor.

PASSED this _____ day of _____, 2020. _____
Steve Myers, MAYOR

APPROVED this _____ day of _____, 2020. _____
Steve Myers, MAYOR

ATTEST:

City Clerk

BILL NO. 5011

ORDINANCE NO. _____

SPONSOR _____

AN ORDINANCE AMENDING THE CITY OF PACIFIC ZONING CODE TO ESTABLISH REGULATIONS FOR SHORT-TERM VACATION RENTAL FACILITIES IN THE CITY OF PACIFIC

WHEREAS, the City of Pacific desires to establish regulations pertaining to use of residential structures for short-term vacation rental purposes, such uses being commonly referred to as “Bed and Breakfasts,” “VRBOs,” “AirBnBs” and the like; and

WHEREAS, the Planning and Zoning Commission, upon conducting a duly advertised public hearing on the proposed regulations, has by affirmative vote recommended said regulations be adopted.

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

Section 1. Section 400.040 is hereby amended to include a new definition as follows:

Short Term Vacation Rental. A one or two-family residence, a portion of which may be used for temporary guest accommodations, in which travelers are lodged for sleeping purposes for compensation, with or without a morning meal provided, but with no food service for compensation except for overnight guests. To qualify as a Short-Term rental facility, such facility shall be granted a business license, commercial occupancy permit, and shall comply with the provisions of Section 605.050, as amended, pertaining to the Tax on Sleeping Rooms in the City of Pacific.

Section 2. Short Term Vacation Rentals shall be a permitted use in the following areas:

- a. C-1 Downtown Commercial Zoning District
- b. Any area outside the C-1 Zoning District that is located within the area bounded by Osage Street to the north, Fourth Street to the west and Neosho Street to the east.

Section 3. Short -Term Vacation Rentals shall be subject to a Conditional Use Permit in the following zoning districts:

- a. C-2 Arterial Commercial
- b. NU Non-Urban
- c. All “R” Districts

Section 4. Short-Term Vacation Rentals shall be prohibited in the following zoning districts:

- a. M-1 Light Industrial
- b. M-2 Heavy Industrial

Section 5. Chapter 400, Article III: Supplemental Regulations shall be hereby amended to include a new Section 400.237 as follows:

Short Term Vacation Rentals.

1. Definition. A one or two family residence, a portion of which may be used for temporary guest accommodations, in which travelers are lodged for sleeping purposes for compensation, with or without a morning meal provided, but with no food service for compensation except for overnight guests. To qualify as a Short-Term rental facility, such facility shall be granted a business license, commercial occupancy permit, and shall comply with the provisions of Section 605.050, as amended, pertaining to the Tax on Sleeping Rooms in the City of Pacific.
2. Conditions. The following conditions shall be made a continuing obligation of any commercial occupancy permit and / or conditional use permit issued for a Short-Term Vacation Rental facility, and such other conditions as may be required by the Planning and Zoning Commission and the Board of Aldermen:
 - a. A Short-Term Rental Facility shall be subject to, at minimum, an annual inspection to determine compliance with the requirements of this section and of the City's Building and Occupancy codes. The City may require additional inspections upon a complaint regarding the condition of the property or of the conduct of the Short-Term Rental Facility operation.
 - b. The maximum number of guests at any one time may not exceed the number permitted by the applicable Building and Occupancy Code provisions of the City of Pacific. The occupancy limit shall be established as part of the Commercial Occupancy Permit granted the facility.
 - c. Off-street parking facilities shall be provided in conformance with existing Municipal Code provisions.
 - d. A Short-Term Vacation Rental facility may not permit a guest to remain longer than fourteen (14) consecutive days, nor may it permit the same guest to reside within the facility more than a total of thirty (30) days per calendar year.
 - e. A Short-Term Rental Facility may provide meals only to its guests and under no circumstances to members of the general public. No food storage or preparation capabilities shall be provided in guest rooms.
 - f. The Short-Term Rental Facility shall appear at all times as a one or two-family residence.
 - g. The Short-Term Rental Facility must not generate activity or noise inimical to the character of a residential district nor permit it to fall below the standards of the City's adopted building, property maintenance and other applicable codes, and further shall be required to be inspected annually for a commercial occupancy permit, such inspection to be performed by the City with fee additional to that charged for the annual business license.
 - h. No outdoor activities may be permitted after the hours of 11 p.m. in any zoning district.

- i. A Short-Term Rental Facility may place one (1) and only one (1) identification sign on its premises so long as it meets the following conditions:
 - i. The sign area shall not exceed two (2) square feet;
 - ii. If illuminated, the light source must be provided by a light no greater in intensity than provided by one (1) standard fifty (50) watt electric light bulb;
 - iii. In commercial zoning districts, the top of the sign may be no more than three (3) feet above grade, except if attached to the front of the facility.
 - iv. In residential districts, no signage shall be permitted in the required front yard. Signage shall be affixed to the building or structure only.
 - v. The sign must be designed and constructed of materials consistent and harmonious with the design and materials of the house.
 - vi. The owner of the Short-Term Rental Facility must obtain a permit in accordance with the provisions of the Sign Code of the City of Pacific.

Section 6. Section 400.170 (E)(9) “Bed and Breakfast Home” is hereby repealed in its entirety.

Section 7. This Ordinance shall be in full force and effect upon its passage by the Board of Aldermen and approval by the Mayor.

PASSED this _____ day of _____, 2020. _____
Steve Myers, MAYOR

APPROVED this _____ day of _____, 2020. _____
Steve Myers, MAYOR

ATTEST:

 City Clerk

BILL NO. 5014

ORDINANCE NO. _____

SPONSOR: _____

AN ORDINANCE REGULATING THE OPERATION OF UTILITY VEHICLES AND GOLF CARTS IN THE CITY OF PACIFIC

WHEREAS, the Board of Aldermen has determined that regulations should be adopted for the safe operation of utility vehicles and golf carts on city streets, roads and alleyways.

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

Section 1: The Code of Ordinances of the City of Pacific shall be amended by adding a new Chapter 386 thereto, as follows:

CHAPTER 386– UTILITY VEHICLES, GOLF CARTS

Section 386.010. Utility Vehicles.

A. Definition: Any motorized vehicle manufactured and used exclusively for off-highway use which is sixty-three inches or less in width, with an unladen dry weight of 1,850 pounds or less, traveling on four or six wheels.

B. Requirements for operating a utility vehicle within the City:

1. Any individual operating a utility vehicle shall have a valid operator's or chauffeur's license, but is not required to pass an examination for the operation of a motorcycle;
2. Any individual operating a utility vehicle shall be at least eighteen (18) years old;
3. Any individual operating a utility vehicle shall wear a securely fastened safety helmet on his or her head;
4. Any individual operating a utility vehicle shall wear a properly fastened seat belt;
5. The utility vehicle shall be operated at a speed of less than 20 miles per hour (RSMo. Sec. 304.034); and shall obey speed zones that may be less than 20 miles per hour;
6. The utility vehicle shall have a bicycle safety flag, which extends not less than seven feet above the ground, attached to the rear of the vehicle; the flag shall be day-glow colored and shall be triangular shaped, with an area not less than 30 square inches;

7. The utility vehicle shall be properly insured and such proof of insurance shall be kept with the vehicle at all times. Such insurance shall specifically list the utility vehicle as referenced by the serial number and year of model;
8. Notwithstanding other provisions of this ordinance, utility vehicles operated on city streets must comply with safety standards as outlined in 49 C.F.R. 571.500.

C. No individual operating a utility vehicle shall:

1. Operate the utility vehicle in any careless or imprudent manner so as to endanger any person or property of any person;
2. Operate the utility vehicle while under the influence of alcohol or controlled substance;
3. Operate a utility vehicle between the hours of official sunset and sunrise unless the utility vehicle is properly equipped with headlights, tail lights, brake lights and turn signals;

Section 386.020 – Golf carts

A. Definition - a golf cart which may be operated on the streets, roads and alleyways of the City shall be classified as a low-speed vehicle (LSV).

1. The following must appear on the manufactured statement of origin (MSO):
 - 1) The body type must be specified as a low speed vehicle.
 - 2) There must be a statement indicating that the LSV meets or exceeds the minimal federal safety requirements.
2. All golf carts classified as low-speed vehicles shall be manufactured in compliance with the National Highway Traffic Safety Administration standards for low-speed vehicles. Golf carts operated on city streets shall conform to safety standards as outlined in 49 C.F.R. 571.500

B. Requirements for operating golf carts on city streets, roads or alleyways within the City:

1. The golf cart shall be currently registered and licensed pursuant to city ordinances
2. Any individual operating a golf cart shall have a valid operator's or chauffeur's license, but is not required to pass an examination for the operation of a motorcycle;
3. The golf cart shall be properly insured and such proof of insurance shall specifically list the vehicle as referenced by the serial number and year of model
4. Any individual operating a golf cart shall be at least eighteen (18) years old;

5. Any individual operating a golf cart shall wear a securely fastened safety helmet on his or her head;
6. Any individual operating a golf cart shall wear a properly fastened seat belt;
7. The golf cart shall be operated at a speed of less than 20 miles per hour (RSMo 304.034).
8. The golf cart shall have a bicycle safety flag, which extends not less than seven feet above the ground, attached to the rear of the vehicle; the flag shall be day-glow colored and shall be triangular shaped, with an area not less than 30 square inches.

C. No individual operating a golf cart shall:

1. Operate the golf cart in any careless or imprudent manner so as to endanger any person or property of any person;
2. Operate the golf cart while under the influence of alcohol or controlled substance;
3. Operate the golf cart between the hours of official sunset and sunrise, unless the golf cart is properly equipped with headlights, tail lights, brake lights and turn signals;
4. Operate the golf cart on any federal, state or county highways, except to cross.
5. No golf cart shall cross any federal or state highway at an intersection where the highway being crossed has a posted speed limit of more than forty-five miles per hour.

Section 2: Any and all ordinances or parts thereof in conflict herewith are hereby repealed.

Section 3: This ordinance shall take effect and be in full force from and after its passage and approval.

PASSED this _____ day of _____, 2020. _____
Steve Myers, MAYOR

APPROVED this _____ day of _____, 2020. _____
Steve Myers, MAYOR

ATTEST:

 City Clerk

RESOLUTION NO. 2020-27

A RESOLUTION TO AUTHORIZE A CONTRACT AWARD FOR CONSTRUCTION OF WASTEWATER TREATMENT FACILITY BLOWER IMPROVEMENTS IN THE CITY OF PACIFIC

WHEREAS, the City of Pacific has caused to have prepared plans and specifications for construction of Wastewater Treatment Facility Blower Improvements; and

WHEREAS, the City has requested bids from qualified contractors to perform the work as specified, and, after canvassing the bids has determined the bid to be most advantageous to the City;

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

SECTION 1. The low bid from TGB Inc. in the Base Bid amount of \$79,380.00, is hereby accepted and approved.

SECTION 2. The Mayor is hereby authorized and directed to execute a Contract Agreement with TGB Inc. in the contract amounts specified in Section 1, on behalf of the City of Pacific. This authorization is conditioned upon the contractor meeting all conditions of the contract award as determined by the Project Engineer.

Adopted by the Board of Aldermen and approved by the Mayor on this 2nd day of June, 2020.

Steve Myers, Mayor

ATTEST:

City Clerk



310 East 6th Street ■ Rolla, MO 65401-3343 ■ PHONE 573.364.6362 ■ FAX 573.364.4782 ■ EMAIL archer-elgin@cmarcher.com

May 28, 2020

**City of Pacific
300 N. Hoven Dr.
Pacific, MO 63069**

ATTN: Steve Roth, City Administrator

**RE: Engineer's Review and Recommendation of Bids for:
 WWTF Blower Replacement Project**

Dear Mr. Roth,

On May 21, 2020, the Public Works Commissioner and Travis Hernandez with Archer-Elgin were on-hand to open and read aloud bids for the above-mentioned project. Accompanying this letter is a summary of the bids received and a tabulation of the bid items.

A total of 3 general contractors picked up plans for consideration and 2 bids were received ranging from \$79,380.00 to \$86,608.00. T.G.B., Inc. was the low bidder and is considered responsive and responsible as defined in the bidding documents.

On May 26, 2020, T.G.B., Inc. provided the attached references for 5 past wastewater/water projects completed from 2013 through 2019 along with other regional licenses and pre-qualifications. To date, we have been able to contact 4 of the 5 project references to verify the successful projects.

Based upon the review of the bids and references provided, we recommend the City award the project to T.G.B., Inc. for the Base Bid amount of **\$79,380.00**.

Archer-Elgin appreciates the opportunity to serve the City and looks forward to completing another successful project for the Pacific Community. We welcome any questions or comments.

Respectfully Submitted,

Alisha Feeler, P.E.

Encl

**Cc: Robert Brueggemann, Public Works Commissioner
 Jeff Medows, P.E., Archer-Elgin
 Travis Hernandez, Archer-Elgin**

BID SUMMARY
Pacific WWTF Blower Replacement Project
Pacific, Missouri
Thursday, May 21, 2020, 2:00 P.M.

	Bid Bond	Addenda No. 1	Base BidTotal
Heggemann, Inc.	YES	YES	\$86,608.00
Smith & Edwards Construction, Inc.	NO BID		
T.G.B., Inc.	YES	YES	\$79,380.00

City of Pacific

Date

BID TABULATION
Pacific WWTF Blower Replacement Project
Pacific, Missouri

Item No.	Item Description	Est. Qty.	Unit	Heggemann, Inc. 508 West Booneslick Road Warrenton, MO 63383		T.G.B., Inc. 1104 S. Jefferson Ave. St. Louis, MO 63104	
				Unit Price	Extension Figure	Unit Price	Extension Figure
1	Bidder shall provide for the installation of owner supplied replacement blower equipment, to include all piping, electrical improvements, site work, connections to existing facilities and all appurtenances, etc, necessary for a complete installation in accordance with the project plans and as specified herein, for the following bid price(s)	1	LS	\$ 86,608.00	\$ 86,608.00	\$ 79,380.00	\$ 79,380.00
				\$86,608.00		\$79,380.00	

Project Name: Lambert Airport Waterline

Location: 10701 Lambert International Blvd, St Louis, MO 63145

Owner: City of St Louis

Owner Contact (name, current phone number, and email address):
Joe Pendino 314-551-5024

jpPENDINO@flystl.com

Architect or Engineering firm: n/a

Architect or Engineer Contact (name and current phone number):

n/a

Construction Manager (name and current phone number):

Joe Pendino 314-551-5024

Inspector of Record (name and current phone #):

Joe Pendino 314-551-5024

Description of Project, Scope of Work Performed:

Interior and exterior installation of approximately
2,000' 8" and 6" ductile iron domestic water piping

Original Contract Value: \$1,157,536.00

Total Value of Approved Change Orders: (\$59,607.00)

If the change order value exceeds the original contract value by ten percent (10%) or more, please attach a sheet explaining change orders causes.

Project Name: Elm Point Waste Water Treatment Plant

Location: 3600 Elm Point Road, St Charles MO 63301

Owner: City of St Charles

Owner Contact (name, current phone number, and email address):
John Phillips 636-255-6121

john.phillips@stcharlescitymo.gov

Architect or Engineering firm: n/a

Architect or Engineer Contact (name and current phone number):

n/a

Construction Manager (name and current phone number):

John Phillips 636-255-6121

Inspector of Record (name and current phone #):

John Phillips 636-255-6121

Description of Project, Scope of Work Performed:

Removal and replacement of 24", 20", and 12" valves located in existing piping, installation of 20" MAG Meter flow valves, electrical piping and wiring for all new valves including installation of new mini power centers.

Original Contract Value: \$597,622.00

Total Value of Approved Change Orders: 0

If the change order value exceeds the original contract value by ten percent (10%) or more, please attach a sheet explaining change orders causes.

Project Name: O'Fallon Waste Water Treatment Plant

Location: 321 Firma Road, O'Fallon, MO 63366

Owner: City of O'Fallon, MO 63366

Owner Contact (name, current phone number, and email address):
Dave Lauer 636-233-7221

dlauer@ofallon.mo.us

Architect or Engineering firm: n/a

Architect or Engineer Contact (name and current phone number):

n/a

Construction Manager (name and current phone number):

Dave Lauer 636-233-7221

Inspector of Record (name and current phone #):

Dave Lauer 636-233-7221

Description of Project, Scope of Work Performed:

Valve replacement within man holes at equalization basins. Replacement of electric wiring and enclosures. Removal and replacement of grit system. Removal of buss duct system and replaced with equal ampacity conduit and wire located in ceiling of garage.
Original Contract Value: \$496,955.00

Total Value of Approved Change Orders: \$7,994.00

If the change order value exceeds the original contract value by ten percent (10%) or more, please attach a sheet explaining change orders causes.

Project Name: Bissell Pump Station

Location: 10 E. Grand Avenue, St Louis MO 63147

Owner: MSD

Owner Contact (name, current phone number, and email address):

Michael Rebbe 314-335-2074

mjrebbe@stlmsd.com

Architect or Engineering firm: n/a

Architect or Engineer Contact (name and current phone number):

n/a

Construction Manager (name and current phone number):

Michael Rebbe 314-335-2074

Inspector of Record (name and current phone #):

Michael Rebbe 314-335-2074

Description of Project, Scope of Work Performed:

Removal and replacement of 6 ea, 12,000 lb, 6' x 6' sluice gates over 100' below grade in wet well area.

Original Contract Value: \$1,554,211.00

Total Value of Approved Change Orders: \$193,746.00

If the change order value exceeds the original contract value by ten percent (10%) or more, please attach a sheet explaining change orders causes. Owner added two new bulk-head stop logs.

Project Name: Tamarack Lift Station Replacement

Location: Imperial, Missouri 63052

Owner: Rock Creek Sewer District

Owner Contact (name, current phone number, and email address):

Jason Seger 636-461-2578

email: n/a

Architect or Engineering firm: n/a

Architect or Engineer Contact (name and current phone number):

n/a

Construction Manager (name and current phone number):
Jason Seger 636-461-2578

Inspector of Record (name and current phone #):
Jason Seger 636-461-2578

Description of Project Scope of Work Performed:
Removal and replacement of owner supplied waste water lift station and all by-pass pumping required during installation and removal

Original Contract Value: \$53,580.00

Total Value of Approved Change Orders: 0

If the change order value exceeds the original contract value by ten percent (10%) or more, please attach a sheet explaining change orders causes.



**Metropolitan St. Louis
Sewer District**

2350 Market Street
St. Louis, MO 63103

October 1, 2019

T.G.B., Inc.
Mrs. Sharon M. Tielke
1104 S. Jefferson Ave
St. Louis, MO 63104-1902

Dear Ms. Sharon Tielke:

The 2019-20 Confidential Pre-qualification Questionnaire filled out and submitted by T.G.B., Inc has been reviewed. This letter is to advise you that your company is pre-qualified to bid on MSD projects in the following categories:

1. Sewer Construction – St. Louis City
St. Louis County
2. Building Construction
3. Mechanical / Electrical / Plumbing

Any firm name or combination, other than the one listed above, wishing to perform work for the Metropolitan St. Louis Sewer District will have to submit an independent questionnaire.

For Fiscal Year 2019 your firm received an overall rating of "Meets Expectation" for its performance in the areas Project/Contract Management; Quality of Work and Job Performance, and Customer and Community Relations. In addition your firm received a rating of "Meets Expectation" for its performance in the area of Diversity Compliance.

If you should have any questions regarding these ratings, please contact Marie Collins, Assistant Director of Engineering at 314-768-6316.

Sincerely,

Lisa Treat

Lisa Treat
Purchasing Department

Saint Louis
COUNTY

Department of Public Works

MECHANICAL CONTRACTOR LICENSE

NO. MCC - X0305

This license certifies that

T G B Inc.

The St. Louis County Board of Examiners for Mechanical Licensing to have satisfied the St. Louis County Mechanical Code for licensing. This company is hereby authorized to engage in Mechanical Contracting as a Mechanical Contractor in St. Louis County, Missouri. This company qualified for this license by employing a Journeyman and may perform mechanical work as described in the Mechanical Code until this license is suspended, revoked or expires.

The name of the person who is supervising this company that is approved by the Board of Examiners for Mechanical Licensing as the sole supervising journeyman is: ***Stephen Tielke***

Issued by:



Daniel Dreisewerd, Division Manager

Secretary to Board of Examiners for Mechanical Licensing

This license expires on: 12/31/2022

See special conditions on reverse side of this license



**CITY OF ST. LOUIS STATE OF MISSOURI
ELECTRICAL CONTRACTOR'S
LICENSE**

This Certifies That
T G B, INC.

STEPHEN TIELKE EC #341

*has been duly examined by the Board of Electrical Examiners, in and for the
City of St. Louis and found to possess the necessary qualifications and is hereby
authorized to engage in the business as an Electrical Contractor.*

Expiration Date: JULY 20, 2020

[Signature]
Electrical Inspection Supervisor

From: [Matt Mansell](#)
To: [Steve Roth](#)
Subject: Dispatcher Hunter Kelerman
Date: Thursday, May 28, 2020 3:51:01 PM

Mr. Roth,

Attached is a copy of an email I received from Lt. Amanda Meyer. Lt. Meyer is command personnel over our communication center and was approached by dispatcher Hunter Kelerman. Hunter inform Lt. Meyer that she was responsible for several additional work activities inside their unit, and she is also the training officer for new dispatchers. Ms. Kelerman advised she trains these new dispatchers to be prepared to take the Highway patrol courses and pass all the test to be certified as a dispatcher with the authority to use M.U.L.E.S. law enforcement software. Lt. Meyer requested that with Ms. Kelerman's education, the added duties above other dispatchers and being the instructor for new dispatcher, she requested a pay study.

I complied and found that Ms. Helerman had been working on her Masters degree before having to drop from the course for personal reasons. I also noted that she does other required duties that regular dispatchers do not perform, and she is the communications training officer. I further noted that Ms. Kelerman makes the same pay as another dispatcher, who does not have additional duties like herself. After checking this request, I contacted Mr. Steve Roth and requested that Ms. Keleman, who works as the Assistant Communication Supervisor, but is not named so, should be raised in salary. I requested that Ms. Keleman be given a 50 cent an hour raise, to \$16.00 an hour.

Sincerely,
Chief M. Mansell

Col. M. Mansell
Chief of Police
City of Pacific MO
636-257-2424

1034 S. Brentwood Blvd.
Suite 410
Richmond Heights, MO 63117



Phone: (314)726-4747
Fax: (314)726-1520
staff@stlmuni.org

www.muniparkgrants.org

MEMORANDUM

Commissioner
Mark Beckmann
District 1

DATE: May 29, 2020

Commissioner
Thomas Schlag
District 2

TO: City Managers, Administrators, Clerks and Park Directors

Commissioner
Ray Slama
District 3

FROM: Pat Kelly, Grant Administrator

Commissioner
Howard Nimmons
District 4

RE: Round 21 Park Grant Application and Meetings

Commissioner
Jim Brasfield
District 5

The Municipal Park Grant Commission is pleased to announce that \$4.5 million has been allocated for park grant projects in Round 21. This is a lower than normal amount because we do not know what the impact of Covid 19 will be on future sales tax revenues. On June 1, the application will be posted on the Park Commission website, www.muniparkgrants.org. The application link can be found on the **Grant Application** page. Like last year, all applicants will be required to register an account on the website in order to submit an application. This will help us provide a more effective service and support process for the applicants. If you have already registered, your account is still valid and can be used to log in and submit your application again this year. If you have already registered in the prior year, but have forgotten your password, follow the reset instruction or if you are not sure which email address you might have registered with, you can either create a new account using a new email address of your preference, or you can [contact us](#) via email for assistance or call 314-726-4747.

Commissioner
Lindsey Swanick
District 6

Applicants are encouraged to virtually attend one of the pre-application meetings via Zoom where background information on the grant process will be provided. Two points will be awarded to those cities sending a municipal official and one point for a consultant. Professional consultants retained by the city qualify for attendance points provided such consultants identify the cities they represent at the pre-application workshop. Meetings should last an hour, with time for individual questions afterwards. Applications are due on Friday, August 28, 2020

Commissioner
Linda Bruer
District 7

The dates for the Zoom meetings are:

- **Tuesday June 9, 10:00 a.m.**
- **Thursday, June 11, 10:00 am**
- **Thursday, June 18. 3:00 pm**

Commissioner
Scott Davis
Ex-Officio Parks
Representative

Planning Grants Also Available

In addition to the construction grants, the Commission is also accepting applications for Planning Grants. Planning grants may be submitted at any time during the year. These applications are also on the Park Commission website on the Grant Application page.

Commissioner
Mark Perkins
Ex-Officio City
Administrator

Pat Kelly
Grant
Administrator

Please contact the Municipal League office if you have questions on either application.

00621 APPLICATION FOR PAYMENT NO. _1_

To: City of Pacific, Missouri
 From: Insituform Technologies USA, LLC
 Contract: Pacific Wastewater CSR - Cedars and Hawthorne Subdivisions
 Project: Pacific Wastewater CSR - Cedars and Hawthorne Subdivisions
 OWNER's Contract No. 102668 CWSRF - ENGINEER's Project No. 18998501-07 Project Number

For Work accomplished through the date of: _____

1 Original Contract Price:		\$	<u>\$391,868.90</u>
2 Net Change Orders and Written Amendments (+ or -):		\$	<u>\$33,321.00</u>
3 Current Contract Price (1 plus 2):		\$	<u>\$425,189.90</u>
4 Total completed and stored to date:		\$	<u>\$388,901.45</u>
5 Retainage (per Agreement):			
5.00% of completed Work:	\$	<u>\$19,445.07</u>	
5.00% of stored material:	\$	<u>\$0.00</u>	
6 Total completed and stored to date less retainage (4 minus 5)		\$	<u>\$369,456.38</u>
7 Less previous Application for payments:		\$	<u>\$0.00</u>
8 DUE THIS APPLICATION (6 MINUS 7):		\$	<u>\$369,456.38</u>

Accompanying Documentation: _____

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered 1 through _____ inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

Dated: 4/24/2020

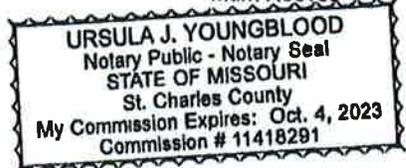
Insituform Technologies USA, LLC
CONTRACTOR

State of: Missouri
County of: St. Louis

By: *Mark Reeves*
Mark Reeves

Subscribed and sworn to before me this 24th day of April 2020

Notary Public *Ursula J. Youngblood*
My Commission expires: *4 October 2023*



Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: *5-18-2020*

CM Archer
ENGINEER
By: *[Signature]*