

Public Notice posted in accordance
RSMO. 610 as amended
By: Kimberly Barfield, City Clerk

Date/Time Posted: Thursday, January 26, 2023
3 p.m.

**City of Pacific
300 Hoven Drive
Pacific, MO 63069**

**ADMINISTRATIVE COMMITTEE MEETING
MONDAY, JANUARY 30, 2023**

5:15 p.m.

This meeting is open to the public.
The meeting will be streamed live on the City of Pacific YouTube channel:
<https://www.youtube.com/channel/UC9dxzhHQWbPuIQJC1N6TSig>

- I. Call to Order**
- II. Roll Call**
- III. Public Participation**
- IV. New Business**
 - a. Elect a chair & vice chair per Section 110.110 of City Code
 - b. Approve the Minutes from August 8, 2022
 - c. Municipal Pool review / next steps
 - d. Code of Conduct discussion
 - e. Budget discussion
- V. Old Business**
 - a. Red Cedar Update
- VI. Adjourn**

The Administrative Committee 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.

Aldermanic members:
Alderman Pigg
Alderman Cleeve
Alderman Presley

The Administrative Committee 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.

Administrative Committee

Monday, August 8, 2022

The Administrative Committee was held on Monday, August 8, 2022 at the Government Center, 300 Hoven Drive, Pacific, MO 63069.

I. Call to Order

The meeting was called to order by Chairman Nemeth.

II. Roll Call

Present at Roll Call: Alderman Cleeve, Alderman Presley.

Others City officials present: Director Myers, Administrator Roth, City Clerk Barfield, Tourism Director Kelly O'Malley.

III. Public Participation – none.

III. New Business

a. Elect a chair & vice chair per Section 110.110 of City Code

Alderman Nemeth opened the floor for nominations of a chair. Alderman Presley nominated Alderman Nemeth for chair. Alderman Cleeve seconded the nomination. Alderman Nemeth accepted the nomination. There were no other nominations. A voice vote was taken with an affirmative result. Abstain: Alderman Nemeth. Nays: none.

The floor was opened for vice chair. Alderman Cleeve nominated Alderman Presley for vice chair. Alderman Presley nominated Alderman Cleeve for vice chair, seconded by Alderman Nemeth. Alderman Cleeve accepted the nomination. There were no other nominations. A voice vote was taken with an affirmative result. Abstain: Alderman Cleeve. Nays: none.

b. Approve the minutes from March 8, 2022

Motion made by Alderman Cleeve, seconded by Alderman Presley to approve the minutes from March 8, 2022. A voice vote was taken with an affirmative result.

IV. Old Business

a. Red Cedar Update / Budget

Director Myers stated there was no new updates since his last report to the Board of Aldermen. LCG is completing their punch list for review. The two red front doors needed discussed. There was an assessment of them and the experts advise to replacing them. Currently they swing in and they suggest they need to swing out; although the current ones would be grandfathered in, it was advisable to replace them. They are 14 weeks out on order. The plumbing is 60% complete. The cedar cladding on the outside is 90% complete. Discussion followed on additional items completed. Site walls to the east of the building are the home of the new pavilion in the future. Those walls are the height of the grade change. There is a walkway to the east of those foundations that goes behind the building and between the pavilion and this pavilion that would lead to bathrooms, this is also in the next phase. The monument sign; a Rt 66 Shield would be applied to the concrete wall. There are two options; painted or sculpted. The decision needs to be made if it will be painted. The other option is laser cut out of metal and then applied to wall with standoffs, and when lit will have shadows. He does not have a cost estimate on these. Alderman Nemeth suggested this be coordinated with the Historical Society. He asked Director Myers to present both versions to them at the next meeting. Administrator Roth stated the painted wall is in the contract. The contractor has suggested this alternate. If we want to change it would be a change order to the Board. Alderman Nemeth asked that the original painting be emailed out. If the Historical Society wants to make a change, then it should come back here, then to the Board of Aldermen. Director Myers stated there are two different options being offered. Interior walls; there is chinking and color variations, there are areas of the original chinking that are cleaned and not repainted. The preservationist recommends not painting it. There were areas that had to be painted and they are bright white. You will see both when you walk in. Alderman Cleeve suggested installing a sign explaining the "original" so it's part of the education. Director Myers continued that there are two large oak trees on the west side. All precautions were made to save both the trees, but one of the trees is looking sick. This is the one furthest away from Rt. 66. They meet every 3rd Wednesday. Alderman Nemeth asked for an email of what days they are. He continued walking the site is pretty educational, and suggested the aldermen do this. Director Myers stated he hoped in November we could have a soft opening, and in December there is programming already in place. The next meeting is August 10th at 9 am. Administrator Roth stated there are no change orders hanging out there. Director Myers stated the old neon sign was restored by the Rt 66 Association. This is in storage now. The reinstallation of the sign is in question. The originalist wants to leave it where it was and is one of the sentiments of the Rt 66 Association. Since then, there are some folks that want to save the sign and make it part of the display on the inside of the building. Part of the argument is "restaurant" on the sign, as it is now misleading. The Rt 66 Association argues that folks understand this is a museum and the sign outside will promote what it is and this is not an issue. The question is do we allow for the sign to be inside as part of the exhibits, and if we do so, should it be replaced on the outside in neon. Discussion continued. It was recommended a sign be placed in the middle of the lot by Rt 66. The recommended wording of the sign is still coming. Tourism Director O'Malley stated the sign would be on the inside, a wall dedicated to Red Cedar. This is not the original sign to the building. She also thought the LED lighting instead of neon would be less cost. Also; during Covid there were people stopping in expecting to see a restaurant. She would also like to

Speak to the Rt 66 Association, but agrees moving it inside is a good choice. Alderman Cleeve agreed that moving the sign inside he agreed with, because it is not a restaurant. Alderman Presley stated he was on the fence. He loved the photo op idea on the inside, and he's concerned about the "restaurant" part of that. Since it was not original to the building that is a good reason to move it inside. Looking at the original building, he was more in favor of a lighted sign outside. Director Myers stated the building will be white, as it was originally. Alderman Nemeth agreed, it is disappointing, but agrees they are great photo ops for the inside. At some point, as we progress through the years, maybe it will come back to the building. We don't want to frustrate people by having the sign and it not being a restaurant. He would like to see what it would look like with the LED. He asked for the next meeting to see a rendition, and email it out when you receive it. Director Myers read the letter from the Rt 66 Association. Discussion followed. Director Myers stated the old electronic sign at city hall was taken down and placed in storage. Discussion came up by the Historical Society and asked if it could be repurposed at Red Cedar. The sign is good size, and would block the view to east bound traffic. The functionality is not up with modern technology and he would not recommend repurposing the sign at Red Cedar. He would recommend another digital sign similar, but smaller. He has asked for bids on a smaller sign. This would give full functionality, and high quality display. If the old sign was sold, we might get \$ 1,000. Derek Pryer, designer of the exhibits, recommends a smaller sign as to not detract from Red Cedar. Alderman Nemeth would like to see costs. He asked that once the bids came in to please forward them to the Historical Society and this committee. Director O'Malley stated Mr. Pryer is working on the timeline for Pacific. We are looking for certain pictures to be placed on the visuals. He is looking at display cases for the rotating exhibits etc. She continued that she met with Ginger, and she has great stories. She is going to interview her and get it on video. She is also getting a camera, to do interviews for the interactive screens. She is trying to get the history to a card that can be saved and our own history preserved. She has received 238 names of people to interview. She plans on being present for the opening which will be great.

NextSite update – Director Myers stated he has spoken with Charles Branch, who is our contact. He tells me they have reached out to 75 developers; 100 restaurants contact to present Pacific's demographics. They only reach out to ones that make sense for them to be here. There is a base camp he has started training on, it is a questionnaire to be filled out. We were represented at the ISCS Convention in Las Vegas in early summer, Covid created a bit of a challenge, and it wasn't as well as attended as in the past. There are four more conventions this year in Florida, Chicago, Nashville, Atlanta. They will be following up with their contacts in hopes to obtain Letters of Intent. He will work on this questionnaire and an inventory of available properties. He has asked them to prepare a demographic information sheet for daycares. They can look at surrounding communities and do an analysis, and see where their customer base is coming from. He has also asked from June 25th a snapshot from the car show and the upcoming rodeo to see where the folks come from that attend the events. Alderman Nemeth asked if we had a list of who they reached out to, and we do not. Administrator Roth stated he would like to meet with Mr. Branch about the data and the outreach. It is important we use, and get

as much insight as we can. Alderman Presley agreed, and data is the most beneficial tools we can have.

Red Cedar Budget – the contact now is \$ 2,256,643; which is a 4.2% increase. This had a lot of opportunities for change orders, but to be within that percentage of the original contract amount is excellent. He gave credit to the project manager. Director O'Malley discussed the kid zone. She put out a survey and 79% wanted an interactive museum for the children. We could move the genealogy center over to the front of the Parks & Rec building. It is level there and assessable. Nothing would change but shift it to the other building. The Children's Museum would be no additional cost, she would use some funds from the exhibit budget. When walking in, to the right there would be a rotating exhibit, in the kids area would be a smaller exhibit for them with interactive activities with touch screens, etc. She put a cost estimate together for this. It would give them something to do with the kids, as it can be interactive for families. The research for the genealogy center, a lot of it is zero on the survey, but it is still important to have which is why she is suggesting just shifting this. Alderman Nemeth asked that the information be emailed to them. She continue that no town around here has this. She is still going to present to the Tourism Commission and the Historical Society. Alderman Presley thought this was a great idea. Involving the full family makes a big difference. Alderman Cleeve agreed that on family trips, people are not going to stop if there is nothing for the kids. Administrator Roth stated he has asked Kelly to put together an operations plan for the center. At some point this will go to Tourism and the Board, then Board action over the plan. This decision would be a part of that plan. The survey was excellent, with good feedback. The Board would then give it's blessing for the plan. Director Myers stated the parking lot date of expectation was changed due to them waiting on the city to install the sewer line and the paving completion date is September 23rd. Administrator Roth gave Kelly a lot of credit for the work being done so far.

There is no Tourism Commission meeting tomorrow.

Sam Dean, Pacific Partnership – stated they are working on the Rodeo. They have discussed a professional company taking the tickets and parking. At the car show they used Ray of Events, a local company and business partner on the Royal project. He has worked with her, they managed the gates, and have a wealth of people from their church. Their church is actually going into the new Auto Rama Building. This is a local group of citizens. They put together a proposal to help with the rodeo. The city spends \$ 1,000 to give to volunteers to help manage the gate. Last year we had PHS band booster, which didn't work really well. This year we are able to use this company and a group of volunteers. That proposal included 14 staff members each evening, and for that it would be an increase to \$ 2,000 that we would give them. He didn't want to undervalue them with the chance they could turn us away. He sent this to Mr. Myers for the budget increase. They also spoke about a protentional price change for rodeo tickets for next year and this was sent to Mr. Myers. Last year we did online ticket sales through a service. That service took 24% of the ticket sales, so we are not using them this year. The best course of action is paper tickets, sold at area banks. They will also have ATM Machines on site and entered into that agreement. Our rodeo is well attended and we are

limited on the amount due to bleachers. Discussion followed. Mr. Dean continued they are looking at other events that can happen in the rodeo ring to make this a more profitable space.

V. Adjourn

Motion made by Alderman Cleeve, seconded by Alderman Presley to adjourn. A voice vote was taken with an affirmative result.

The meeting adjourned at 9:29 a.m.