

Public Notice posted in accordance
RSMO. 610 as amended

Date/Time Posted:

Thursday Feb. 9, 2023
5:00 PM

By: Steve Roth
City Administrator

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

**Monday, February 13, 2023
7 p.m.**

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

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Minutes from previous meeting
5. Public Participation
6. New Business
 - a. Community Park ball field improvements
7. Old Business
 - a. Park Security Camera upgrades
 - b. Midwest Pool contract, 2023 season
 - c. Dog Park update
8. Park Superintendent Report
9. Park Liaison Report
10. City Administrator Report
11. Miscellaneous
12. Adjournment

The Park Board 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.

January 9, 2023 * RECORD OF PROCEEDINGS

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

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

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

or

Google search: "City of Pacific You Tube"

The meeting was called to order at 7:00 p.m. by President Schaecher.

A roll call was taken with the following results:

Present at Roll Call: Ryan Schaecher
Kali Keenum
Kim Walton

A quorum was present.

Also present: Alderman Cleeve
City Administrator Roth
Park Superintendent Fowler
City Clerk Barfield
Communications Supervisor Amy Brand

Pledge of Allegiance

The Pledge of Allegiance was given.

Minutes

Motion made by Kali Keenum, seconded by Kim Walton to approve the minutes from the November 7, 2022 meeting. Chairman Schaecher asked for any discussion. A voice vote was taken with an affirmative result, and the motion carries.

Public Participation

None

New Business

a. Park Security Camera Upgrades

Administrator Roth stated we first put the cameras in the parks in 2017/2018 timeframe. They are in all the parks and monitored by the Police Department. Amy Brand is present and manages that. The cameras at the City Hall Building needed upgraded, along with the Parks. We received three quotes, and we landed on Communications Technologies, Inc. Amy has been working with them and the Proposal is attached. This is not budgeted. This proposal puts everything housed under one vendor. Communications Supervisor Brand stated that when we started, we realized there are two separate systems, one through ArchTech and one through Bays. It's difficult to manage who is handling what. Combing them to one system makes sense. All the park camera's are high vision cameras managed by a Chinese government system, and it is recommended to replace all of them. This system will be managed in house by employees, and we will own the system. Park Superintendent Fowler suggested one addition, in the back of the park. CS Brandt stated she took the current camera's and just got a comparable. If we need additional camera's we can look at it, but we also need internet to that location. Bay's has it running to all the current locations. That will be an additional cost. Administrator Roth stated the reserves are adequate to fund it, but he would rather cut something, but needs further review. The purpose of tonight is to bring to your attention and determine how to move forward. If we are doing it this budget year, we would need a budget amendment. Communications Supervisor Brand stated the timeframe is based on supply and demand. The access control is a supply issue now, and are about 12 weeks out. We are potentially looking at the next fiscal year, depending on the time frame. CS Brand stated the cameras in the building are being replaced and keeping the majority of them and replacing the software. The biggest concern is the one at the lagoon, which is completely down. Discussion followed. CS Brand stated the new system will record even though the camera is rotating, no matter what is on the screen, and they can zoom in and out. Discussion followed regarding camera placement. Administrator Roth stated he thought this needed more review; he will look at the budget closely. It's possible if this is delayed, we will be in next fiscal year. CS Brand stated additional camera's can be added later also. Alderman Cleeve asked about the MVR for every location, what information comes back. CS Brand stated it all comes back to the server. Alderman Cleeve will contact her about additional questions regarding the system. Administrator Roth stated we can get the questions answered and review how to move forward. By the February meeting they will try to get this to the final form. Chairman Schaecher would like Superintendent Fowler to review the camera's and where he thought more was needed.

b. Midwest Pool contract, 2023 season

Administrator Roth stated we have been with Midwest Pool for many years. The total fee is \$ 96,000; broke down between management fee and salary fee. The cost for personnel is listed in the contract. There was a meeting, and at that time they felt a need to increase life guard pay to attract candidates. In past years he has gone back and negotiated the hours and the season. He would like to go back to them to discuss more. Discussion followed. There was further discussion regarding a proposed new pool, and what that cost would be. Administrator Roth asked if they want to go back to them and try to negotiate, or have them attend a meeting. They have been a good partner in the past, and we shopped around a few years ago and could not find anybody. He is not sure who the other player might be. He is sure there is a good basis for their numbers, but at the same time, this is a steep increase. He is not aware of any pools that make money. Alderman Cleeve agreed they were not money makers. Chairman Schaecher stated this is a 20% increase and takes away from other items in the budget. He suggested Administrator Roth talk to them first, and see if we can come up with a savings. Administrator Roth stated they need to know by February, and he will go back to them. He continued that year 2020 was a

tough year, and things happen, but it was a good relationship. He thought as we talk about building a new pool, it would be good for them to be here. Chairman Schaecher agreed, and if we pursue a tax we have to be able to explain it to the community. He continued the other option is to cut hours. Administrator Roth stated one option is we do it ourselves. We are just not staffed right now for it, but he thought going forward we may want to. Chairman Schaecher stated we recommended six swim lanes, zero entry splash pad, new bath house, new pump house, diving board, additional shade, and protentional to add features in the future. This put it at about \$ 6.5, based on the feedback and surveys. Administrator Roth stated this is an agenda item later. We are getting the numbers together; any proposal would go to the voters. The deadline for the April ballot was this month. We are looking at an election later this year, either August or November. Chairman Schaecher asked if this does pass, when can we move forward. Administrator Roth stated the intent is to put a defined project to the voters, if they approve it, we go through the bidding process. Ideally, it will move pretty quickly after voter approval. This is more like a 12-month window for building. Chairman Schaecher stated they discussed the 2024 season may not happen. He continued he can review the contract price, but it has gone up every year, but he don't remember this much of an increase. Administrator Roth will go back to them and review the prior year numbers. Chairman Schaecher suggested if looking at a multi-year contract would help with the costs. If they would like to attend a meeting, that would be okay also. Alderman Cleeve suggested maybe they could attend the next Board of Aldermen meeting, but not sure if that was feasible. Administrator Roth stated to get them to the next meeting is a little difficult, and it is loaded up.

c. Park ADA accommodations project

Administrator Roth stated this is for the ADA accessibility at Community Park, Liberty Field, and Blackburn with an estimate of \$ 122,870, plus the Cochran design fee is \$ 17,967.00 and inspection \$ 13,475. This project meets the minimum ADA requirements. The dog park is the best example, this builds a sidewalk to it, and a sidewalk to Liberty Field Pond and rodeo arena. Blackburn is a concrete space where a van can be loaded. The community park would include sidewalks to the baseball fields and an expanded parking area near the dog park. This would be eligible for ARPA funds, and would be the source. He thought this was a good place to start. Chairman Schaecher stated we have been discussing these items for a number of years. Administrator Roth stated this has been through different changes, but this is within budget. Superintendent Fowler stated he has had complaints about no way to the dog park. **Motion made by Kim Walton, seconded by Kali Keenum to approve the preliminary cost estimate and send to the Board of Aldermen. Chairman Schaecher asked for any discussion. A voice vote was taken with an affirmative result.**

d. Dog park fencing quote

Administrator Roth stated the MIRMA (insurance company) has strongly recommended that we separate the small and large dogs. Splitting the current area is not large enough. He reminded the Committee this is just for the fence, not the equipment. Superintendent Fowler looked at every option to try to hook to the existing one, but he can't. This is the best option we have. It is about $\frac{3}{4}$ the size of the dog park we have now. With the swale next to it, there is no way to hook to it. It is actually cheaper if he purchases the equipment in bundles. He would like to put a sign up also, but that is not included in the cost. He is going to reach out to Purina to see if they have any equipment also. **Motion made by Kali Keenum, seconded by Kim Walton to submit the quote from J & J Fence to the Board of Aldermen. Chairman Schaecher asked for any discussion. A voice vote was taken with an affirmative result.**

Old Business

- a. Pool Updates

Already discussed.

- b. Land Water Conservation Fund grant application

Administrator Roth stated this was submitted, but we have not heard an update. The Chamber of Commerce Piano's for a Purpose is raising funds in part for this.

Park Superintendent Report

- a. 2023 grass cutting contract & new mower

Superintendent Fowler stated regarding the flood buyout lots, he suggested his department start cutting them. He would need to get some summer help, and buy a mower. Alderman Cleeve stated the price for just the flood buyout lots is \$ 11,816. The quote for the mower is almost \$ 11,000, but the mower is not budgeted. He proposed to do this, as long as he can find help, he thinks it will help save money. Long-term he thought the city should be cutting their own grass, and thought this would be a good start. This was comparing the numbers to the Schuster quote. Alderman Cleeve corrected the number to \$ 27,000. Administrator Roth stated the flood buyouts are not considered part of the parks and budgeted for out of general fund right now. We have been talking about the need to cut our own grass. This would be the start down that path. In order to budget correctly, the general fund transfers \$ 5,000 a month to Parks, which we would probably increase since Parks is taking this on. Also, in his opinion, it doesn't make sense to cut all of them forever. There is an entire city block, north of Liberty Field, and he thought that block should grow up, and then cut the perimeter of it, similar to other larger acres in town. There is also an area to the south of Liberty Field, that we could also let grow up. There is also a back field at the park, and thought about doing the same with that. This needs to go to the Board of Aldermen as well, but seems to be a step in the right direction. If we do this, we have to find that person for summer help, which he thought could be done. The city cuts the city right-of-way for maintenance. Chairman Schaecher asked if we let these grow up, is that going to cause calls regarding code enforcement. Administrator Roth stated this would need to go to the Board, and codified in some way. Now it is 3 acres or more that don't have to be cut, and this is less. Whatever we allow for ourselves, we need to allow for others. Chairman Schaecher thought that he needed a mower anyways, and paying for it by doing the lots ourselves was good. Administrator Roth stated the budget would need amended to increase the transfer to cover the cost. Alderman Cleeve asked how we make the Parks responsible to cut them if they are not in parks. Administrator Roth stated he thought we just directed it. Chairman Schaecher would love to see these as pocket parks. There was discussion about a community garden on the lots. Administrator Roth stated we can grow crops and flowers, but no structures. In the past we had a community garden with a shed and a fence. When the city purchases these, FEMA audits these properties as there is a deed restriction. In the past they did not allow that. It would have to be limited to just the plantings. It could be leased to a non-profit for a limited purpose.

Motion made by Kali Keenum, seconded by Kim Walton to purchase the Bad Boy mower for \$ 18,992.10 from R&W Outdoor. Chairman Schaecher asked for any further discussion. A voice vote was taken with an affirmative result.

Park Liaison Report

None

City Administrator Report

- a. Farm lease, Pacific Riverfront Park (formerly GRG property)

Administrator Roth stated the Board authorized the lease for the Pacific Riverfront Park. This is \$ 500 for the year, being credited to the Park Fund. Superintendent Fowler has had several requests for an archery range and thought this may be a good spot for it. There are sections where the shooting can have the bank as a background.

Miscellaneous

Jensen's Point bathroom – Administrator Roth stated this has not been started yet. He hopes to get it done by the fall.

Red Cedar Park – Administrator Roth stated a few years ago we applied for a grant for the parking lot. We have submitted for reimbursement for that grant.

Resignation – Michael Hager has resigned. The Mayor has a few candidates in mind, and hopefully by February we have more members. He has spoken to a former Park Board member, who was intrigued about coming back.

Adjournment

Motion made by Kali Keenum, seconded by Kim Walton to adjourn. A voice vote was taken with an affirmative result, and the motion carries. Meeting adjourned at 8:37 p.m.

From: [Crissy Withrow](#)
To: [Steve Roth](#); [Renee Jeep](#)
Cc: [Chris Fowler](#)
Subject: RE: 2023 contract
Date: Wednesday, February 1, 2023 12:37:02 PM

[CAUTION] External Sender:

Steve,

Thank you for reaching out for further explanations. The increase in the management fee is driven by the overwhelming increase in insurance costs our industry has experienced over the past couple of years. We have seen an increase of approximately 200%. This has not been on any fault of ours, it is the nature of insurance in the aquatics industry (and other industries per our broker). I really do not have any room for reduction in this area as it is important to us to have full liability coverage for operations. I can drop a little from our fee out of good faith and respect for our long partnership. I know it is not a lot, but we can make the management fee \$24,900. The additional costs we are experiencing in recruiting and administration in order to staff our facilities is what is driving that amount as well.

As for the salary budget, we have seen an unprecedented change in the economy that is directly affecting our staff wages. This coupled with the labor shortages all industries are experiencing had led us to evaluating operations at our facilities and how we can attract the workforce required to operate these facilities. Historically our pay scale for staff has closely mirrored the minimum wage rates, but, this past year has shown that is not the case. We completed an evaluation at the end of the 2022 season of the number of applications we received to the number of staff that accepted positions. While the number of applications exceeded what we have experienced in the past couple of years, the percentage of staff that accepted positions was far below what we have ever experienced. The top reason that was documented for applicants not accepting the position was the pay rate. They were able to find higher pay at other jobs that were attracting front line workers. This included lifeguard jobs through other organizations.

After evaluating our experience this past year and researching pay rates for similar positions in our area, we feel that the best course of action is to raise our pay rates for the lifeguard staff. There are facilities within St. Louis and surrounding areas that are raising their lifeguard wages, as well as other seasonal positions, to a minimum of \$15 per hour. A list of the municipal pools that are raising their rates to this amount include the following: Eureka, Washington, Webster Groves, Kirkwood, Arnold, Shrewsbury, Crestwood, Ellisville, Manchester, Clayton, University City, St. Louis County Pools (Pavilion at Lemay, Kennedy Rec Center, North County Rec Center and St. Vincent's), Berkeley, and Troy. We also know that Six Flags has raised their wages to \$15-18 per hour. We do not manage that property, but they are close to your facility and draw from the same work force that we do, thus becoming a competitor. The \$19.39 in our contract is not the wage that is paid to staff. The wages listed in that section include the base rate plus workman's compensation fees, payroll taxes and processing fees. We will be starting the lifeguards at \$15.00 per hour. I was able to shave some rates down which has reduced the salary budget to \$69,700. Any other reductions would have to come from reducing hours- one option could be closing the facility after August 6th rather than opening on weekends through Labor Day. That could also help you save on chemical and operations

costs.

We definitely understand and are very sympathetic to the impact this has on the City budget. We are all seeing extreme cost increases in many areas of our lives and unfortunately, our industry has not escaped that. I am available to attend a meeting on the 7th or the 21st, so just let me know what date you decide, and I will be there. If there is any additional information you need, please let me know.

Thank you,

Crissy Withrow

President

Midwest Pool Management

Direct Line: (314) 866-5985

December 21, 2022

Mr. Chris Fowler
Pacific Parks and Recreation
Pacific Community Park



Chris,

Thank you for the opportunity to propose on laser grading for the two infields at Pacific Community Park. Perfect Play Fields and Links has a 30-year history of providing high quality athletic field solutions, design, construction, and renovation at levels of competition ranging from grade schools and parks and recreation facilities to Major League Baseball and the National Football League. It is our goal to achieve 100% customer satisfaction 100% of the time, and we are hopeful for the opportunity to demonstrate that commitment on this project.

In this project, our primary goal will be redirecting the surface drainage and ponding of the infields to allow water to escape the dirt and allow the fields to dry significantly faster after a rain event. Despite their proximity, there are significant differences in the approaches/needs of these two fields, and the pricing reflects those differences.

We propose to strip some of the existing grass/vegetation from the outer edges of both infields. This will accomplish two things. First, it will provide symmetry for the skinned area, and second, it will provide dirt that can be removed from those edges and pulled back in for grading. The north field (the field closest to the entrance) has enough dirt present to not require additional material for grading. Conversely, the south field (field furthers from entrance) is significantly low on material. We estimate the need for approximately 120 tons of material for that field (approximately 8 tandem loads).

With both infields, we will create grade designs that will allow the surface to shed water. With any existing infield, we are limited to the grades that the existing surroundings will allow. No two infields are the same, but we have a long history of success in creating functional grading approaches.

The following are the scopes of work for this project. We have provided individual pricing for both infields.

Scope of Work:

North Field:

- Perfect Play will strip the infield edge of vegetation to create symmetry and to provide dirt needed for grading.
- Perfect Play will laser grade the existing infield material in a single plane from right field to the third base dugout as is the natural fall of the surrounding area and hardscape.
- Perfect Play will laser grade the infield dirt material to create a finish surface.

Cost for Scope of Work for North Field: \$7,150.00

South Field:

- Perfect Play will strip the infield edge of vegetation to create symmetry and to provide dirt needed for grading.
- Perfect Play will laser grade the existing infield material to match the eventual final grade.
- Perfect Play will supply and install up to 120 tons of new infield dirt. Dirt will be dumped directly on the infield.
- Perfect Play will laser grade the new infield dirt over the existing material at a consistent depth throughout.
- Perfect Play will finish laser grade.

Cost for Scope of Work Field 2: \$13,950.00

PROJECT QUALIFIERS:

- Perfect Play does not include removal, relocation, or adjustment of base anchors or home plate. If base anchors are present, they would be removed prior to work beginning ideally. If not removed, they should be clearly marked. Perfect Play is not responsible for damage to any unmarked item.
- Perfect Play will be utilizing a natural dirt product frequently used in infields in our area. While that material tends to be clean, some small gravel or debris is present at times as the material is not screened. Additionally, it is possible for some gravel or debris to be present in the existing material and stirred up in the grading process. Perfect Play is not responsible for gravel or debris. Screened dirt or engineered soil options are available but come at a significantly higher cost.
- Pricing is based on performing both projects at the same time with a single mobilization. If only one field is selected, there could be an additional mobilization charge should the second field be done at a later time.

- Perfect Play does not include any locating, relocating, or repair of utilities.
- Perfect Play's proposal is based on no in-ground debris or obstacles.
- Perfect Play is using only existing infield material for the north field with no proposed amendment. Perfect Play is not responsible for inconsistencies in the infield material or any debris or rock that may be disturbed in the process.
- Perfect Play includes no permits.
- Perfect Play must have a secured staging area for equipment, bulk materials, storage, and parking for Perfect Play vehicles.
- All work to be performed by Perfect Play employees not necessarily affiliated with any trade unions at their normal wage.
- Perfect Play has not included any location or relocation of utilities.
- Perfect Play is not responsible for damage caused by ingress and egress of equipment and trucks.
- Perfect Play will make every effort to perform the work in a timely manner working with the schedule as required; however, this project is highly weather sensitive. It is possible for conditions to become excessively wet and interfere with timing. Perfect Play cannot guarantee timing or duration of this project.
- Perfect Play does not include the replacement of grass off the infield. We will vary our pathways to and from the infield with the dump wagon, but some wear could take place, particularly if conditions are at all wet.
- The work must be performed when the ground is solid enough to dump trucks directly on the infield.
- All vegetation material stripped from edges will be dumped within the park. No haul off is included for stripped materials.
- Perfect Play includes no infield conditioner in this proposal. The new infield material on field 1 will be a raw material. The addition of infield conditioner is recommended for optimum performance, but not provided in this proposal. We are able to supply this material and could provide pricing if desired.

Again, thank you for the opportunity to propose on the laser grading of the two infields at Community Park in Pacific, MO. Please do not hesitate to call if any questions should develop.

Respectfully Submitted,

By: _____,

Dan Ochsner
Specialized Services Manager
Perfect Play Fields and Links™
Office: (618) 235-7888
Cell: (618) 799-8520