

**MONTHLY MEETING**  
**TO BE HELD**  
**May 15<sup>th</sup> at 9:00 a.m.**  
**at Park Central Development,**  
**4512 Manchester Ave.**  
**St. Louis, Mo. 63112**

**NOTICE & PROPOSED AGENDA**

**TAKE NOTICE** that on May 15<sup>th</sup> at 9:00 a.m. via conference call, the DeBaliviere Place Special Business District will hold its public Monthly Meeting to consider and act upon the matters on the following tentative agenda and such other matters as may be presented at the meeting and determined to be appropriate for discussion at that time.

- 1. Call to Order**
- 2. Security Update**
  - a. Central West End Neighborhood Security
    - i. Safety and Security Report
    - ii. Approval – Camera Maintenance Agreement
  - b. The City’s Finest
    - i. Safety and Security Report
- 3. Public Comment**
- 4. Approval of Previous Month Minutes**
- 5. Budget Report**
  - a. Finance Report
- 6. Pedestrian Lighting Project**
- 7. Other Business**
  - a. Insurance
  - b. 5612 Waterman proposed development
- 8. Closed Session**
- 9. Adjournment**

***Please Note: Due to COVID-19 physical access to the general Board meeting by the public will be temporary closed and replaced by phone conferencing. To attend the meeting by phone, please dial 1-312-626-6799, meeting ID: 948 3848 6021***

**This meeting is open to the public;** provided, however, that a portion of the meeting may be closed to discuss legal, real estate and/or personnel matters as provided by Sections 610.021(1), (2) and/or (3), RSMo.

Representatives of the news media may obtain copies of this notice, and persons with disabilities wishing to attend can contact: Park Central Development, 4512 Manchester #100, St. Louis, 63110, (314)535-5311.

**DATE POSTED: 05-13-2021**  
**Time Posted: 11:00 AM**

# **SECURITY CAMERA AND EQUIPMENT SERVICE AGREEMENT**

**By and Between  
The DeBaliviere Place Special Business District  
And  
The Neighborhood Security Initiative**

**THIS AGREEMENT** (“Agreement”), made as of the 1<sup>st</sup> day of April 2021, between the **DeBaliviere Place Special Business District**, a political subdivision of the State of Missouri, (“SBD”) and the **Neighborhood Security Initiative**, a Missouri non-profit corporation (“NSI”):

**WHEREAS**, one of the purposes for which the DeBaliviere Place SBD was created was to enhance the provision of security services within its boundaries; and,

**WHEREAS**, the NSI is a non-profit corporation created to help coordinate security activities in the City of St. Louis; and,

**NOW, THEREFORE**, the parties do mutually agree as follows:

## **1. Services.**

NSI shall provide to the SBD the services indicated and attached hereto as Exhibit 1. Services shall begin on April 1, 2021, and shall terminate on December 31, 2021, unless extended by mutual agreement of the parties, in writing.

## **2. Cost/Payment.**

The SBD shall pay the NSI (\$245.00) two hundred and forty-five dollars each month. The break-down of the cost is as follows: The hourly rate will be \$35.00 per hour for 7 hours per month. We anticipate the work will take 7 hours each month.

## **3. Insurance.**

NSI agrees to have and keep in full force the policies set forth in Exhibit 2, which is attached hereto and incorporated herein at all times during the term of this Agreement. All policies, endorsements, certificates and / or binders shall be subject to approval by the SBD’s Representative as to form and content. These requirements are subject to amendment or waiver if so, approved in writing by the SBD’s Representative. NSI agrees to provide the SBD with a copy of said policies, certificates and/ endorsements before beginning to work under this Agreement.

## **4. Designated Representative**

A representative of NSI shall be available at all reasonable times to report to and confer with the SBD Representative with respect to the services.

## **5. Non-discrimination**

NSI shall not discriminate, in any way, against any person on the basis of race, sex, color age, religion, sexual orientation, actual or perceived gender identity, disability, ethnicity, or national origin, in connection with or related to the performance of this Agreement.

## **6. Term, Termination and Modification**

- a. This Agreement shall be terminable by NSI as to the SBD or by the SBD as to NSI, with or without cause, upon giving of thirty (30) days' written notice.
- b. After the initial term, this Agreement can be renewed for a period of up to one year by the SBD and NSI by the sending of a letter so renewing this Agreement signed by an officer of the SBD. This Agreement can be renewed if desired multiple times.

## **7. Notices**

A notice, demand or other communication under this Agreement by either party to the other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally, as follows:

- a. The DeBaliviere Place Special Busines District  
4512 Manchester Ave., Suite #100  
St. Louis, MO 63110  
Attn: President, Sid Chakraverti
- b. Neighborhood Security Initiative  
447 North Euclid  
St. Louis, MO 63108  
Attn: Executive Director, James Whyte

Or such to her address with respect to either party as that party may, from time to time, designate in writing and forward to the other as provided in this Paragraph.

## **8. Assignability**

The parties agree that the expertise and experience of NSI are material considerations in this Agreement. NSI shall not assign or transfer any interest in this Agreement nor the performance of any of NSI obligations hereunder, with the prior written consent of SBD, and any attempt by NSI to assign this Agreement or any rights, duties, or obligations arising hereunder shall be void and of no effect.

**9. Governing Law**

SBD and NSI agree that the law governing this Agreement shall be that of the State of Missouri.

**[The remainder of page intentionally left blank.]**

**IN WITNESS WHEREOF** the parties hereto have executed this Contract as of the day and year first above written.

**DEBALIVIERE PLACE SPECIAL  
BUSINESS DISTRICT**

X \_\_\_\_\_

By: Sid Chakraverty

Title: President

Date: March 01, 2021

**NEIGHBORHOOD SECURITY  
INITIATIVE**

X  \_\_\_\_\_

By: James M. Whyte

Title: Executive Director

Date: March 01, 2021

## **Exhibit 1**

### **MAINTENANCE AND CLEANING SERVICES TO BE PROVIDED**

- The NSI will ensure that each of the (6) camera sites within the DeBaliviere Place SBD are operational. We will do this by logging into our Genetec system and checking the camera status at each site. If there is a problem, we will attempt to fix the issue remotely from our office and or contact Spectrum to fix the issue.
- If the problem cannot be fixed remotely the NSI will respond to the site and or contact The City's Finest – LLC to perform certain on-site maintenance. If the issue is performed by TCF a separate invoice for services will be submitted by TCF.
- The NSI will respond to each of the (6) camera sites on a monthly basis in the DeBaliviere Place SBD. The NSI will perform general cleaning of each of the cameras mounted to the buildings by wiping down the camera protective lens coverings. If necessary, minor trimming of any tree/shrubs will be conducted so the view of the camera will not be obstructed.
- The NSI will go into the building of each of the camera sites and inspect and clean the hardware to include the server rack, the internet modem, the universal power source, the switch, the NVR(video recording equipment) and all other related equipment installed pertaining to the camera site.
- The cleaning process will include vacuuming out the server rack, wiping down the equipment and inspecting the wires, removing any debris, checking the power source, and conducting a visual inspection of the general condition of the equipment.
- Photographs of any damage will be taken and discussed with the DeBaliviere Place SBD Board and TCF.

## **Exhibit 2**

### **INSURANCE REQUIREMENTS**

NSI, at NSI's sole cost and expense, shall procure and maintain for the duration of this agreement the minimum following insurance against claims for injuries to persons or damages to property which may arise from, or in connection with, the performance of the services contemplated by this Agreement.

NSI shall maintain no less than:

1. **Commercial General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage.**
2. **Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage; and**
3. **Workers' Compensation and Employer's Liability; Workers' Compensation limits as required by Missouri Law and Employers Liability limits of \$1,000,000 per accident; and**

**DeBaliviere Place Board of Commissioners Meeting**  
**April 17th, 2020 at 9:00 AM**  
**At Park Central Development - Zoom**  
**4512 Manchester Ave; St. Louis, MO 63110**

**Board Members Present via Phone:** Kathryn Ruth, Neill Costello, Charles Wiltsch, Sid Chakraverty, Bobbie Butterly – via video/phone

**Board Members NOT Present:** Sherrone Beatty

**Others in Attendance:** Shameem Clark-Hubbard, Ashley Johnson, Jim Whyte (Neighborhood Security Initiative), Charles Betts (TCF)– via video/phone

**Public in Attendance via Phone:** Mike Klenc

**1. Call to Order:**

- a. S. Chakraverty called the meeting to order at 9:00 AM

**2. Security Update:**

- a. J. Whyte gave an update on the security report. Overall, crime has decreased for the first five months of the year. J. Whyte summarized a criminal incident that occurred in the Central West End neighborhood. He noted the store manager was on hold with the SLMPD 911 for 30 minutes. J. Whyte encouraged the board to read recent media coverage on the 911 system. Also, the Traffic Division is working on a grant to install new cameras along major intersections within and around the district. J. Whyte is attempting to identify camera gaps the Traffic Division camera could fill. The Traffic Division cameras will be a combination of both new and used cameras. The Board discussed unique approaches to bypass the 911 system. J. Whyte noted there is no appropriate way to bypass the 911 system.
- b. C. Betts gave an update on the security patrols. The March patrol schedule is on target and budget. C. Betts shared a story about a patrol Officer who peacefully deescalated a family dispute. Regarding skateboarders, patrol Officers have been informed to keep watch out for them. The verdict is expected to be released next week. As a result, the police will be going to 12-hour shifts. When this happens, TCF loses some staffing. C. Betts will bring in other resources to fill any gaps in services. Shifts will be put out in a limited capacity. C. Betts will also be placing patrols around the gate.

**3. Public Comments & Questions:**

- a. M. Klenc Summarized several neighborhood improvement projects. Regarding the pet waste stations, M. Klenc is waiting to get permission from the property owner. M. Klenc is working with A. Johnson to make minor corrections to the website. Specifically, they will add a service page highlighting the pet waste stations, NSI, TCF, and other major services by the district.

**4. Approval of Previous Months Minutes:** b. Butterly motioned to approve the previous month's meeting minutes; C. Wiltsch second. All in favor – motion passed.

**5. Budget Report:** B. Butterly presented the financial report. The Board discussed budget classification for insurance and pet waste stations. B. Butterly will identify how these items are classified and report back. N. Costello motioned to approve the financials. C. Wiltsch second. All in favor – motion passed.



6. **Pedestrian Lighting Project:** A. Johnson gave an update on the pedestrian lighting project. The City is still waiting on the pole lights shipment. Pole location will be staked-out once delivered. S. Chakraverty asked A. Johnson to follow-up with Frank Eppert for an update.
7. **Other Business:**
  - a. K. Ruth will review MOPERM insurance and the possibility of including the new light poles and cameras.
8. **Adjournment:**
  - a. S. Chakraverty motioned to adjourn, B. Butterly second. Meeting adjourned at 9:52 AM.

DRAFT

## DeBaliviere Place

## Balance Sheet

As of April 30, 2021

---

	<u>Apr 30, 21</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
1073 · Operating 6692	325,073.68
<b>Total Checking/Savings</b>	<u>325,073.68</u>
<b>Total Current Assets</b>	<u>325,073.68</u>
<b>TOTAL ASSETS</b>	<u><b>325,073.68</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
2002 · Accounts Payable (A/P)	7,853.63
<b>Total Accounts Payable</b>	<u>7,853.63</u>
<b>Total Current Liabilities</b>	<u>7,853.63</u>
<b>Total Liabilities</b>	7,853.63
<b>Equity</b>	
3000*OE · Opening Balance Equity	499,566.89
32000 · Retained Earnings	-325,488.30
Net Income	143,141.46
<b>Total Equity</b>	<u>317,220.05</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>325,073.68</b></u>

**DeBaliviere Place**  
**Profit & Loss Budget Performance**  
**April 2021**

	<u>Apr 21</u>	<u>Jan - Apr 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>40000 · Revenue</b>				
40100 · Tax	1,290.52	200,384.50	220,000.00	320,000.00
40200 · Interest Income	0.00	0.00	0.00	0.00
<b>Total 40000 · Revenue</b>	<u>1,290.52</u>	<u>200,384.50</u>	<u>220,000.00</u>	<u>320,000.00</u>
<b>Total Income</b>	<u>1,290.52</u>	<u>200,384.50</u>	<u>220,000.00</u>	<u>320,000.00</u>
<b>Gross Profit</b>	1,290.52	200,384.50	220,000.00	320,000.00
<b>Expense</b>				
<b>60000 · Expenses</b>				
61010 · Admin Fees- Park Central*	1,575.00	6,300.00	6,300.00	18,900.00
61020 · Legal	0.00	0.00	680.00	2,040.00
61030 · Insurance	0.00	0.00	0.00	0.00
61035 · Meeting Room	0.00	0.00	180.00	540.00
61045 · Office Supplies	0.00	0.00	66.72	200.00
61070 · Misc. Exp	0.00	0.00	0.00	0.00
61075 · TCF - Fraud	0.00	0.00	0.00	0.00
61080 · Kindness Meals	0.00	0.00	0.00	0.00
62035 · Rservices	0.00	0.00	24,666.72	74,000.00
<b>Total 60000 · Expenses</b>	<u>1,575.00</u>	<u>6,300.00</u>	<u>31,893.44</u>	<u>95,680.00</u>
6004 · Bank Charges & Fees	0.00	5.30		
<b>61150 · Marketing &amp; Promotions</b>				
61160 · Website Maintenance	30.00	120.00	120.00	360.00
61170 · Advertising	0.00	0.00	380.00	1,140.00
<b>Total 61150 · Marketing &amp; Promotions</b>	<u>30.00</u>	<u>120.00</u>	<u>500.00</u>	<u>1,500.00</u>
<b>61250 · Public Maintenance</b>				
61260 · Landscaping	2,523.13	2,523.13	3,333.36	10,000.00
61270 · Maintenance	0.00	131.09		
61280 · Pet Waste Stations	50.08	146.99	0.00	0.00
<b>Total 61250 · Public Maintenance</b>	<u>2,573.21</u>	<u>2,801.21</u>	<u>3,333.36</u>	<u>10,000.00</u>
<b>61350 · Infrastructure</b>				
61360 · Pedestrian Lighting	0.00	0.00	0.00	0.00
<b>Total 61350 · Infrastructure</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>62000 · Safety and Security</b>				
62010 · Patrols	5,093.75	31,375.02	38,333.36	115,000.00
62020 · Lighting/Cameras	0.00	0.00	3,333.36	10,000.00
62021 · Internet for Cameras	674.88	2,641.51	2,460.00	7,380.00
62022 · Camera Maintenance	0.00	0.00	2,333.36	7,000.00
62023 · Emergency Call Tower	0.00	0.00	8,333.36	25,000.00
62030 · NSI Membership	7,000.00	14,000.00	24,000.00	48,000.00
<b>Total 62000 · Safety and Security</b>	<u>12,768.63</u>	<u>48,016.53</u>	<u>78,793.44</u>	<u>212,380.00</u>
<b>Total Expense</b>	<u>16,946.84</u>	<u>57,243.04</u>	<u>114,520.24</u>	<u>319,560.00</u>
<b>Net Income</b>	<u><u>-15,656.32</u></u>	<u><u>143,141.46</u></u>	<u><u>105,479.76</u></u>	<u><u>440.00</u></u>

Tax Bills Report 5/5/21

30 Tax Bills for 2020 outstanding	\$ 8,733
6 Tax Bills for 2019 outstanding	\$ 10,152
3 Tax Bills for 2018 outstanding	\$ 502
1 Tax Bills for 2017 outstanding	\$ 283.00
	\$ 20,213

## DeBaliviere Place Transaction List by Vendor April 2021

Type	Date	Num	Memo	Split	Amount
<b>CWENSI</b>					
Bill	04/13/2021	3250	Inv 3250	62030 · NSI Membership	-7,000.00
<b>Dog Waste Depot</b>					
Bill	04/05/2021	401945	Inv 401945	61280 · Pet Waste Stations	-50.08
<b>Park Central</b>					
Bill	04/10/2021	2021-04-10	Recurring Bill	61010 · Admin Fees- Park Central*	-1,575.00
<b>Seafoam Media</b>					
Bill	04/05/2021	2006519	Website	61160 · Website Maintenance	-30.00
<b>Spectrum-formerly Charter Communications</b>					
Bill	04/15/2021	0023856041521	Inv 0023856041521	62021 · Internet for Cameras	-674.88
<b>The City's Finest LLC</b>					
Bill	04/15/2021	INV-3077R	Patrols	62010 · Patrols	-5,093.75
<b>Top Care</b>					
Bill	04/01/2021	190924		61260 · Landscaping	-438.13
Bill	04/15/2021	185600	Inv 185600	61260 · Landscaping	-2,085.00
<b>Bills paid in April</b>					<b>-16,946.84</b>