

**MONTHLY MEETING
TO BE HELD
July 18th at 9:00 a.m.
at Park Central Development,
4512 Manchester Ave.
St. Louis, Mo. 63112**

NOTICE & PROPOSED AGENDA

TAKE NOTICE that on July 18th 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
 - b. The City's Finest
 - i. Safety and Security Report
3. Public Comment
4. Pet Waste Station
5. Approval of Previous Month Minutes
6. Budget Report
 - a. Finance Report
7. Pedestrian Lighting Project
8. Other Business
 - a. District Landscaping

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: 924 0037 4818

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: 7-16-2020

Time Posted: 9:00 AM

DeBaliviere Place Board of Commissioners Meeting
June 20th, 2020 at 9:00 AM
At Park Central Development
4512 Manchester Ave; St. Louis, MO 63110

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

Others in Attendance: Ashley Johnson (Park Central Development), Jim Whyte (Neighborhood Security Initiative), Rob Betts (The City’s Finest), Alderwomen Shameem Clark-Hubbard (St. Louis City) – via video

Public in Attendance via Phone: Mike Klenc, Gerry Connolly, Tony Disarno

- 1. Call to Order:**
 - a. S. Chakraverty called the meeting to order at 9:02 AM
- 2. Security Update:**
 - a. J. Whyte gave an update on the security report. The District crime is up, but still below the 5-year average.
 - b. R. Betts noted for the last few weeks shift was low because of limited officers due to protest. However, staffing is now normal due to peaceful protest and the availability of officers
- 3. Public Comments & Questions:**
 - a. T. Disarno noted that the fountain is being damage by skateboarders. S. Clark-Hubbard will investigate signage.
 - b. M. Klenc noted that he will continue his letter writing campaign. He is attempting to expand the Pet Waste Station. Also, he would like to edit the Pet Waste Station language on the District website.
 - c. G. Connolly asked if the construction projects associated with S. Chakraverty will have safe pedestrian access. S. Chakraverty noted that the projects will follow all rules allowed by permit. G. Connolly asked if the Trabeca project is current on taxes due to the District. B. Butterly noted that the District receives a report that highlights outstanding tax balances for every property in the District. She doesn’t recall Trabeca being on the list, but Park Central Development could verify.
- 4. Approval of April Minutes:** B. Butterly motioned to approve the previous meeting minutes with the addition of comments made by her to requesting information about the fraud claim from Park Central Development, K. Ruth second. All in favor – motion pass.
- 5. Budget Report:**
 - a. Finance Report: B. Butterly presented the finance report. C. Wiltsch motioned to approve the financials; S. Chakraverty seconded. All in favor – motion pass.
 - b. S. Chakraverty and A. Johnson gave an update on the Fraud Clam. It was noted that the District insurance company denied the claim and Park Central Development will pay legal fees to have their lawyer requested that damages be paid by Omiga, Park Central Development accounting consultants. S. Chakraverty requested that Park Central Development file against the District own insurance policy.
- 6. Pedestrian Lighting Project:**
 - a. S. Beatty gave an update on the Pedestrian Lighting Project. BPS is waiting on the Alderwomen to determine a budget for the project. S. Beatty noted that she followed-

up with the Alderwomen, via email, and she note that she will need more time to determine the budget. S. Beatty will forward that email to the Board.

7. Park Central Contract Renewal:

- a. A. Johnson noted that there are no changes to the Park Central Development scope of work. B. Butterly made a motion to approve the contract, S. Chakraverty second. All in favor – motion pass. The Board requested for a copy of the contract.

8. Other Business:

- a. District Landscaping: B. Butterly noted her concerns about District landscaping. Specifically, the work was not completed, and they are using flowers that is not drought resistant. K. Ruth agreed to follow-up with Top Care regarding incomplete work.
- b. Changes to CID: A. Johnson summarized the recent changes to the CID Bill and the impact is could have on the District. B. Butterly made a motion to send a letter of support, K. Ruth second. All in favor, motion pass.

9. Adjournment:

- a. S. Chakraverty motioned to adjourned, C. Wiltsch second. All in favor, meeting adjourned at 10:05 AM.

DeBaliviere Place
Balance Sheet
As of June 30, 2020

	Jun 30, 20
ASSETS	
Current Assets	
Checking/Savings	
1073 · Operating 6692	494,946.41
Total Checking/Savings	494,946.41
Total Current Assets	494,946.41
TOTAL ASSETS	494,946.41
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2002 · Accounts Payable (A/P)	4,038.55
Total Accounts Payable	4,038.55
Total Current Liabilities	4,038.55
Total Liabilities	4,038.55
Equity	
3000*OE · Opening Balance Equity	499,566.89
32000 · Retained Earnings	-56,496.48
Net Income	47,837.45
Total Equity	490,907.86
TOTAL LIABILITIES & EQUITY	494,946.41

DeBaliviere Place Profit & Loss Budget Performance June 2020

	<u>Jun 20</u>	<u>Jan - Jun 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income				
40000 · Revenue				
40100 · Tax	559.33	163,742.09	160,000.04	320,000.00
40200 · Interest Income	0.01	0.01		
40250 · Reserves	0.00	0.00	88,000.04	176,000.00
Total 40000 · Revenue	<u>559.34</u>	<u>163,742.10</u>	<u>248,000.08</u>	<u>496,000.00</u>
Total Income	<u>559.34</u>	<u>163,742.10</u>	<u>248,000.08</u>	<u>496,000.00</u>
Gross Profit	559.34	163,742.10	248,000.08	496,000.00
Expense				
60000 · Expenses				
61010 · Admin Fees- Park Central*	1,575.00	9,450.00	9,450.00	18,900.00
61020 · Legal	0.00	571.20	750.00	1,500.00
61035 · Meeting Room	0.00	0.00	270.00	540.00
61045 · Office Supplies	0.00	0.00	100.04	200.00
61050 · Audit	0.00	0.00	4,500.00	4,500.00
61070 · Misc. Exp	0.00	16,388.13		
61080 · Kindness Meals	2,100.00	4,450.00		
Total 60000 · Expenses	<u>3,675.00</u>	<u>30,859.33</u>	<u>15,070.04</u>	<u>25,640.00</u>
61150 · Marketing & Promotions				
61160 · Website Maintenance	30.00	180.00	180.00	360.00
61170 · Advertising	0.00	0.00	570.00	1,140.00
Total 61150 · Marketing & Promotions	<u>30.00</u>	<u>180.00</u>	<u>750.00</u>	<u>1,500.00</u>
61250 · Public Maintenance				
61260 · Landscaping	724.20	724.20	7,500.00	15,000.00
61280 · Pet Waste Stations	143.72	483.46		
Total 61250 · Public Maintenance	<u>867.92</u>	<u>1,207.66</u>	<u>7,500.00</u>	<u>15,000.00</u>
61350 · Infrastructure				
61360 · Pedestrian Lighting	6,548.35	8,340.14	94,500.00	189,000.00
61350 · Infrastructure - Other	0.00	0.00	500.02	1,000.00
Total 61350 · Infrastructure	<u>6,548.35</u>	<u>8,340.14</u>	<u>95,000.02</u>	<u>190,000.00</u>
62000 · Safety and Security				
62010 · Patrols	3,750.00	63,343.77	70,000.04	140,000.00
62020 · Lighting/Cameras	0.00	0.00	20,900.02	41,800.00
62021 · Internet for Cameras	0.00	0.00	600.00	1,200.00
62022 · Camera Maintenance	0.00	0.00	3,500.02	7,000.00
62023 · Emergency Call Tower	0.00	0.00	12,500.02	25,000.00
62030 · NSI Membership	0.00	11,973.75	24,000.00	48,000.00
Total 62000 · Safety and Security	<u>3,750.00</u>	<u>75,317.52</u>	<u>131,500.10</u>	<u>263,000.00</u>
Total Expense	<u>14,871.27</u>	<u>115,904.65</u>	<u>249,820.16</u>	<u>495,140.00</u>
Net Income	<u><u>-14,311.93</u></u>	<u><u>47,837.45</u></u>	<u><u>-1,820.08</u></u>	<u><u>860.00</u></u>

Tax Bills Report 7/2/20

Tax Bills for 2019 outstanding	\$19,421
Tax Bills for 2018 outstanding	\$1,149
Tax Bills for 2017 outstanding	\$443

DeBaliviere Place
Transaction List by Vendor
June 2020

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
2Schae Cafe				
06/04/2020	2012		61080 · Kindness Meals	-200.00
06/11/2020	2013		61080 · Kindness Meals	-200.00
ABNA Engineering				
06/03/2020	19-6069-04	Street Lighting Project	61360 · Pedestrian Lighting	-6,548.35
Cake Fusion Design Studio				
06/02/2020	0002	Kindness Meals for Children's Hospital	61080 · Kindness Meals	-450.00
06/08/2020	INV0003	Kindness Meals for Children's Hospital	61080 · Kindness Meals	-450.00
Dog Waste Depot				
06/26/2020	350434		61280 · Pet Waste Stations	-143.72
Park Central				
06/20/2020	2020-06-20	Recurring Bill	61010 · Admin Fees- Park Central*	-1,575.00
Seafoam Media				
06/05/2020	2005851	Website	61160 · Website Maintenance	-30.00
The City's Finest LLC				
06/15/2020	INV-2625		62010 · Patrols	-3,750.00
Top Care				
06/01/2020	185274		61260 · Landscaping	-724.20
West End Bistro				
06/01/2020	55134		61080 · Kindness Meals	-600.00
06/11/2020	06-11-20		61080 · Kindness Meals	-200.00
Total June				-14,871.27

A People and Pet Friendly District

Our dog-walking residents enhance the vitality and security of the District. Some apartment buildings furnish dispensers and pet waste stations for their tenants. Many walkers clean up after their pets with their own glove-bags. With the cooperation of management companies and condominium associations, the District provides pet waste stations to further compliance with the City ordinance (See Pet Waste Station Map).

Our stations have polite signage, locked dispensers and convenient waste cans. They are adjacent to public sidewalks and face the street. They do not block the facades of the residences and no advertising is permitted. The District supplies all bags. Civic-minded volunteers maintain the stations. If your block could benefit from a station, please contact Mike at 314-454-1979.

From: [Ashley Johnson](#)
To: [Ashley Johnson](#)
Subject: FW: Debaliviere Place SBD Landscape Enhancement Proposals (4 total included)
Date: Friday, July 10, 2020 10:37:11 AM

-----Original Message-----

From: Ruth, Kathryn A.
Sent: Wednesday, July 1, 2020 12:35 PM
To: Board
Cc: Kat Ruth; Ashley Johnson <Ashley@pcd-stl.org>
Subject: FW: Debaliviere Place SBD Landscape Enhancement Proposals (4 total included)

Please see the alternative proposal submitted by TopCare.

Let me know your thoughts.

Kathryn A Ruth

-----Original Message-----

From: Steve Hellwege
Sent: Wednesday, July 1, 2020 12:32 PM
To: Ruth, Kathryn A.
Cc: Ashley Johnson (Ashley@pcd-stl.org) <Ashley@pcd-stl.org>
Subject: [EXTERNAL] RE: Debaliviere Place SBD Landscape Enhancement Proposals (4 total included)

Kat,

Instead of installing new Lantana this July, to replace the missing Lantana, as previously & recently proposed, we could instead transplant half of the existing, remaining Lantana from the right side of the flower bed over to the left side, to fill in the current voids where the Lantana no longer exists.

You would at least have Lantana, for now, installed throughout the entire flower bed. Yes you would now have less Lantana installed within the right side of the flower bed, but you would at least have Lantana installed again, throughout the entire flower bed.

Cost would be \$225.00 to perform this work.

Please let me know if this is something that interests the group. If so, please provide proper approval.

Thanks.

Steve Hellwege
Client Representative

-----Original Message-----

From: Ruth, Kathryn A.
Sent: Tuesday, June 30, 2020 1:31 PM
To: Steve Hellwege
Subject: RE: Debaliviere Place SBD Landscape Enhancement Proposals (4 total included)

I am trying to clarify, is this a bid to replace the missing flowers now, or add more flowers in the fall..this is a bit confusing.

Kat



June 29, 2020

WORK ORDER #131073

PROPOSAL FOR

ANNETTE PENDELTON
PARK CENTRAL DEVELOPMENT
DEBALIVIERE PLACE SPECIAL BUSINESS DISTRICT
PERSHING AND CLARA
ST LOUIS, MO 63108

DESCRIPTION OF WORK TO BE PERFORMED

Variiegated Liriope (27) installation to be performed in the Fall of 2020, within the vacant tree wells located along Pershing Avenue.

Each of the 3 vacant tree wells will have 8 - Variiegated Liriope installed per tree well and the tree well located near the mailbox, will have 3 - Variiegated Liriope installed in order to fill in the existing planting voids.

There are 3 watering's included in with the proposal, to be performed throughout the Fall season.

Any additional requested watering's can be provided at a cost of \$70.00 per watering.

The existing mulch will be spread around each Liriope plant, once installed.

TOTAL: \$855.00

Price includes all material, taxes, labor and equipment to perform the above work. Price may vary depending on availability of plant stock and "Landfill Expenses," which are subject to change without notice by their operators. Top Care will contact the public utilities to locate the underground utility lines for which they are responsible. It is the responsibility of the property owner to provide the locations of all underground utilities not marked by the public utility service. Top care is not responsible for damage to private lines or private utilities. This proposal contains no provisions for concealed underground obstructions. Additional charges may result if any such obstructions are encountered.

Top Care Inc. will provide the first initial watering for all plants they install. Additional watering visits can be provided at a cost and may be necessary to maintain the health of the plants and ensure their survival. PLANT GUARANTEE: All trees, shrubs, and evergreens which fail to survive for a period of one year after the date of installation will be replaced one time at no charge to the purchaser, provided the plant received proper care by the purchaser. Any damage occurring from acts of God, vandalism, salt, animal damage, drought or over-watering is not included in this warranty. Sod, seed, perennials, and groundcover are not included in this warranty.

This warranty is void if payment for the work performed is not made within 30 days of invoice date.

This proposal is based on the award of the contract within 30 days of the proposal.

By 
STEVEN L HELLWEGE

By _____

Date June 29, 2020

Date _____

TOP CARE

PARK CENTRAL DEVELOPMENT

St. Louis | Kansas City | Nashville
636.305.1680 | 913.422.3349 | 615.242.5113

www.topcareinc.com



June 29, 2020

WORK ORDER #131072

PROPOSAL FOR

ANNETTE PENDELTON
PARK CENTRAL DEVELOPMENT
DEBALIVIERE PLACE SPECIAL BUSINESS DISTRICT
PERSHING AND CLARA
ST LOUIS, MO 63108

DESCRIPTION OF WORK TO BE PERFORMED

Hosta Installation to be performed in the Fall of 2020, within the landscape bed located up and above the fountain plaza area, backdrop areas.

Install a total of 29 - 'Patriot' Hosta (1 gl. size), within the open landscape beds, in groupings.

There are 3 watering's included in with the proposal, to be performed throughout the Fall season.

Any additional requested watering's can be provided at a cost of \$90.00 per watering.

The existing mulch will be spread around each Hosta, once installed.

TOTAL: \$955.00

Price includes all material, taxes, labor and equipment to perform the above work. Price may vary depending on availability of plant stock and "Landfill Expenses," which are subject to change without notice by their operators. Top Care will contact the public utilities to locate the underground utility lines for which they are responsible. It is the responsibility of the property owner to provide the locations of all underground utilities not marked by the public utility service. Top care is not responsible for damage to private lines or private utilities. This proposal contains no provisions for concealed underground obstructions. Additional charges may result if any such obstructions are encountered.

Top Care Inc. will provide the first initial watering for all plants they install. Additional watering visits can be provided at a cost and may be necessary to maintain the health of the plants and ensure their survival. PLANT GUARANTEE: All trees, shrubs, and evergreens which fail to survive for a period of one year after the date of installation will be replaced one time at no charge to the purchaser, provided the plant received proper care by the purchaser. Any damage occurring from acts of God, vandalism, salt, animal damage, drought or over-watering is not included in this warranty. Sod, seed, perennials, and groundcover are not included in this warranty.

This warranty is void if payment for the work performed is not made within 30 days of invoice date.

This proposal is based on the award of the contract within 30 days of the proposal.

By 
STEVEN L HELLWEGE

By _____

Date June 29, 2020

Date _____

TOP CARE

PARK CENTRAL DEVELOPMENT

St. Louis | Kansas City | Nashville
636.305.1880 | 913.422.3349 | 615.242.5113

www.topcareinc.com

June 29, 2020

WORK ORDER #131071

PROPOSAL FOR

ANNETTE PENDELTON
PARK CENTRAL DEVELOPMENT
DEBALIVIERE PLACE SPECIAL BUSINESS DISTRICT
PERSHING AND CLARA
ST LOUIS, MO 63108

DESCRIPTION OF WORK TO BE PERFORMED

In the Fall of 2020, install a total of 28 - Red Drift Roses (2 gl. size), along the back side of the flower bed, in between the Dogwood trees.

2 Roses will be installed at each end of the landscape bed and there will be 24 Roses installed in between the Dogwood trees (4 groups of 6 Roses).

The 5 - existing Roses will be removed.

Apply dyed mulch to the Roses.

There are 3 watering's included in with the proposal, to be performed throughout the Fall season.

Any additionally requested watering's can be provided at a cost of \$90.00 per watering.

TOTAL: \$1,360.00

Price includes all material, taxes, labor and equipment to perform the above work. Price may vary depending on availability of plant stock and "Landfill Expenses," which are subject to change without notice by their operators.

Top Care will contact the public utilities to locate the underground utility lines for which they are responsible. It is the responsibility of the property owner to provide the locations of all underground utilities not marked by the public utility service. Top care is not responsible for damage to private lines or private utilities.

This proposal contains no provisions for concealed underground obstructions. Additional charges may result if any such obstructions are encountered.

Top Care Inc. will provide the first initial watering for all plants they install. Additional watering visits can be provided at a cost and may be necessary to maintain the health of the plants and ensure their survival.

PLANT GUARANTEE: All trees, shrubs, and evergreens which fail to survive for a period of one year after the date of installation will be replaced one time at no charge to the purchaser, provided the plant received proper care by the purchaser. Any damage occurring from acts of God, vandalism, salt, animal damage, drought or over-watering is not included in this warranty. Sod, seed, perennials, and groundcover are not included in this warranty.

This warranty is void if payment for the work performed is not made within 30 days of invoice date.

This proposal is based on the award of the contract within 30 days of the proposal.

By


STEVEN L. HELLWEGE

By _____

Date

June 29, 2020

Date _____

TOP CARE

St. Louis |
636.305.1680

Kansas City |
913.422.3349

PARK CENTRAL DEVELOPMENT

Nashville
615.242.5113

www.topcareinc.com

June 29, 2020

WORK ORDER #131074

PROPOSAL FOR

ANNETTE PENDELTON
PARK CENTRAL DEVELOPMENT
DEBALIVIERE PLACE SPECIAL BUSINESS DISTRICT
PERSHING AND CLARA
ST LOUIS, MO 63108

DESCRIPTION OF WORK TO BE PERFORMED

Installation of 'New Gold' Lantana within the front, left side of the existing flower bed in order to fill in and replace the Lantana that is currently missing, in approximately 40% of the flower bed.

Work to be performed in early July.

The replacement flowers will be watered in initially.

TOTAL: \$610.00

Price includes all material, taxes, labor and equipment to perform the above work. Price may vary depending on availability of plant stock and "Landfill Expenses," which are subject to change without notice by their operators.

Top Care will contact the public utilities to locate the underground utility lines for which they are responsible. It is the responsibility of the property owner to provide the locations of all underground utilities not marked by the public utility service. Top care is not responsible for damage to private lines or private utilities.

This proposal contains no provisions for concealed underground obstructions. Additional charges may result if any such obstructions are encountered.

Top Care Inc. will provide the first initial watering for all plants they install. Additional watering visits can be provided at a cost and may be necessary to maintain the health of the plants and ensure their survival.

PLANT GUARANTEE: All trees, shrubs, and evergreens which fail to survive for a period of one year after the date of installation will be replaced one time at no charge to the purchaser, provided the plant received proper care by the purchaser. Any damage occurring from acts of God, vandalism, salt, animal damage, drought or over-watering is not included in this warranty. Sod, seed, perennials, and groundcover are not included in this warranty.

This warranty is void if payment for the work performed is not made within 30 days of invoice date.

This proposal is based on the award of the contract within 30 days of the proposal.

By 
STEVEN L. HELLWEGE

By _____

Date June 29, 2020

Date _____

TOP CARE

PARK CENTRAL DEVELOPMENT