

**MONTHLY MEETING  
TO BE HELD  
April 17<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 April 17<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**
- 8. 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: 919 9396 3898***

**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: 04-15-2021**

**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**  
**March 20th, 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, Sherrone Beatty, Sid Chakraverty, Bobbie Butterly – via video/phone

**Board Members NOT Present:** -

**Others in Attendance:** Shameem Clark-Hubbard, Chiemica Johnson (St. Louis City) Ashley Johnson, Jim Whyte (Neighborhood Security Initiative), Charles Betts (TCF), Frank Eppert (ABNA) – via video/phone

**Public in Attendance via Phone:** Mike Klenc, D. Eisenbraun

**1. Call to Order:**

- a. B. Butterly called the meeting to order at 9:01 AM

**2. Security Update:**

- a. J. Whyte gave an update on the security report. Crime is down, well below the 5-year average. St. Patrick Center Outreach Coordinator and Outreach social workers will be conducting outreach services in the CWE/DeBaliviere Place neighborhoods. They will be working with the NSI to address specific concerns. The NSI pledged the support of the NSI and Special Business District. The Metrolink station will be a priority for a homeless outreach station.
- b. C. Betts gave an update on TCF operations. TCF has recently purchased new security vehicles that will be deployed throughout the District. Due to the weather, there is a budget surplus of \$2,300. It will be used during the summer months when crime tends to spike. TCF is implementing a new app to help improve communication. All operations will be transferred to the app. The app will help capture things like business checks and provide districts with additional patrol tracking information.
- c. B. Butterly motion to approve the NSI contract, K. Ruth second. All in favor – motion passed.

**3. Public Comments & Questions:**

- a. M. Klenc gave an update on the Pet Waste Stations. Before installing the new Station, 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. Lastly, he worked with the neighborhood NSO to remove a tree branch.
- b. D. Eisenbraun asked for an update on the street gate at Clara and Delmar. A. Johnson mentioned that she is working with the neighborhood Alderwomen to coordinate a public meeting to discuss the topic. Contact the Alderwomen for more information about the public meeting.
- c. B. Butterly asked for an update on the Clare and Watermen project. N. Costello noted the project went be the Board of Adjustments. The project plans need to be redesigned and resubmitted.

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



5. **Budget Report:** B. Butterly presented the financial report. C. Wiltsch motioned to approve the financials. N. Costello second. All in favor – motion passed.
6. **Pedestrian Lighting Project:** F. Eppert gave an update on the pedestrian lighting project. Staking for pole locations will not happen until contractor received the new poles. S. Beatty and K. Ruth volunteered to help stake pole locations.
7. **Other Business:**
  - a. K. Ruth gave an update on Laser Fountain. Top Care has cleaned the area and did some planting. Skateboarders are a problem. C. Johnson mentioned signs are being installed, within the week, to prohibit this activity. B. Butterly asked A. Johnson to reach out to TCF and schedule patrols for the area.
8. **Adjournment:**
  - a. K. Ruth motioned to adjourn, C. Wiltsch second. Meeting adjourned at 9:26 AM.

DRAFT

**DeBaliviere Place**  
**Balance Sheet**  
As of March 31, 2021

---

	<u>Mar 31, 21</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
1073 · Operating 6692	341,470.13
<b>Total Checking/Savings</b>	<u>341,470.13</u>
<b>Total Current Assets</b>	<u>341,470.13</u>
<b>TOTAL ASSETS</b>	<u><b>341,470.13</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
2002 · Accounts Payable (A/P)	4,546.88
<b>Total Accounts Payable</b>	<u>4,546.88</u>
<b>Total Current Liabilities</b>	<u>4,546.88</u>
<b>Total Liabilities</b>	4,546.88
<b>Equity</b>	
3000*OE · Opening Balance Equity	499,566.89
32000 · Retained Earnings	-325,488.30
Net Income	162,844.66
<b>Total Equity</b>	<u>336,923.25</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>341,470.13</b></u>

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

	<u>Mar 21</u>	<u>Jan - Mar 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
40000 · Revenue				
40100 · Tax	1,132.31	199,093.98	220,000.00	320,000.00
40200 · Interest Income	0.00	0.00	0.00	0.00
<b>Total 40000 · Revenue</b>	<u>1,132.31</u>	<u>199,093.98</u>	<u>220,000.00</u>	<u>320,000.00</u>
<b>Total Income</b>	<u>1,132.31</u>	<u>199,093.98</u>	<u>220,000.00</u>	<u>320,000.00</u>
<b>Gross Profit</b>	<u>1,132.31</u>	<u>199,093.98</u>	<u>220,000.00</u>	<u>320,000.00</u>
<b>Expense</b>				
60000 · Expenses				
61010 · Admin Fees- Park Central*	1,575.00	4,725.00	4,725.00	18,900.00
61020 · Legal	0.00	0.00	510.00	2,040.00
61030 · Insurance	0.00	0.00	0.00	0.00
61035 · Meeting Room	0.00	0.00	135.00	540.00
61045 · Office Supplies	0.00	0.00	50.06	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	18,500.06	74,000.00
<b>Total 60000 · Expenses</b>	<u>1,575.00</u>	<u>4,725.00</u>	<u>23,920.12</u>	<u>95,680.00</u>
6004 · Bank Charges & Fees	0.00	5.30		
61150 · Marketing & Promotions				
61160 · Website Maintenance	30.00	90.00	90.00	360.00
61170 · Advertising	0.00	0.00	285.00	1,140.00
<b>Total 61150 · Marketing &amp; Promotions</b>	<u>30.00</u>	<u>90.00</u>	<u>375.00</u>	<u>1,500.00</u>
61250 · Public Maintenance				
61260 · Landscaping	0.00	0.00	2,500.03	10,000.00
61270 · Maintenance	0.00	131.09		
61280 · Pet Waste Stations	0.00	96.91	0.00	0.00
<b>Total 61250 · Public Maintenance</b>	<u>0.00</u>	<u>228.00</u>	<u>2,500.03</u>	<u>10,000.00</u>
61350 · Infrastructure				
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>
62000 · Safety and Security				
62010 · Patrols	4,546.88	22,234.39	28,750.03	115,000.00
62020 · Lighting/Cameras	0.00	0.00	2,500.03	10,000.00
62021 · Internet for Cameras	674.88	1,966.63	1,845.00	7,380.00
62022 · Camera Maintenance	0.00	0.00	1,750.03	7,000.00
62023 · Emergency Call Tower	0.00	0.00	6,250.03	25,000.00
62030 · NSI Membership	0.00	7,000.00	12,000.00	48,000.00
<b>Total 62000 · Safety and Security</b>	<u>5,221.76</u>	<u>31,201.02</u>	<u>53,095.12</u>	<u>212,380.00</u>
<b>Total Expense</b>	<u>6,826.76</u>	<u>36,249.32</u>	<u>79,890.27</u>	<u>319,560.00</u>
<b>Net Income</b>	<u><u>-5,694.45</u></u>	<u><u>162,844.66</u></u>	<u><u>140,109.73</u></u>	<u><u>440.00</u></u>

Tax Bills Report 4/2/21

33 Tax Bills for 2020 outstanding	\$ 9,188
6 Tax Bills for 2019 outstanding	\$ 10,211
3 Tax Bills for 2018 outstanding	\$ 531
1 Tax Bills for 2017 outstanding	\$ 283.00
	\$ 20,213

**DeBaliviere Place**  
**Transaction List by Vendor**  
**March 2021**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
<b>Park Central</b>					
Bill	03/10/2021	2021-03-10	Recurring Bill	61010 · Admin Fees- Park Central*	-1,575.00
<b>Seafoam Media</b>					
Bill	03/05/2021	2006451	Website	61160 · Website Maintenance	-30.00
<b>Spectrum-formerly Charter Communications</b>					
Bill	03/15/2021	0023856031521	Inv 0023856031521	62021 · Internet for Cameras	-674.88
<b>The City's Finest LLC</b>					
Bill	03/15/2021	INV-3044	Patrols	62010 · Patrols	<u>-4,546.88</u>
<b>Bills Paid March 2021</b>					<b>-6,826.76</b>