



**BOARD OF DIRECTORS MONTHLY MEETING
TO BE HELD**

**February 13, 2017 at 11:00 a.m.
at 4512 Manchester #100
St. Louis, MO 63110**

NOTICE & PROPOSED AGENDA

TAKE NOTICE that on February 13, 2017 at 11:00 a.m. at 4512 Manchester, St. Louis, MO, 63110, the Grove Community Improvement District (the "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. Approval of January Minutes
3. Chair's Report & Announcement of the Order of Business
4. Public Comments & Questions (5 minute limit per speaker)
5. Committee Reports:
 - a. Safety and Security Committee
 - b. Finance Committee
 - c. Marketing Committee
 - d. Public Services Committee
 - i. Resolution 2017-01
 - e. Nominations Committee
 - f. Parking Committee
6. Administrator's Report
7. Other Business

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: 2-09-17

• **The Grove Community Improvement District** •

4512 Manchester #100 Saint Louis, MO 63110 (314) 535-5311

<http://www.thegrovestl.com/>



Grove CID Board of Directors Meeting
January 9th, 2016: 11:00am
At 4512 Manchester, St. Louis, MO 63110

Board Members in Attendance: Brian Phillips, Tom Boldt, Fran Fanara, Brian Pratt, Kelly Kenter, Don Bellon,

Board members not in Attendance: Jack Baumstark, Pete Rothschild, Guy Slay, Austin Barzantny, Chip Schloss, Cathy Beck

Others in attendance: Matt Green(PCDC), Hannah Curtin (PCDC), Jim Whyte (CWE NSI), Carolyn Compton (CWE NSI), Charles Betts (NSI), David Sweeny (Lathrop & Gage), Sean Spencer (4321 Manchester), Kyle Miller (4321 Manchester)

1. Call to order

K. Kenter called the meeting to order at 11:00 am

2. Approval of December Minutes

B. Phillips motioned to approve the December Minutes. F. Fanara seconded the motion. Motion passed 6-0-0.

3. Chair's report

K. Kenter presented the Order Business as followed:

- a. Request for Support of Curb Cut at 4321 Manchester
- b. Safety and Security Report
- c. Closed Session: Legal Discussion with Lathrop & Gage
- d. (ordinary business to continue as normal)

4. Public Comments

None

5. Request for Support of Curb Cut at 4321 Manchester

- a. S. Spencer presented a request for support for a curb cut at 4321 Manchester. S. Spencer noted at that the curb cut would be an entrance to a new public parking lot on vacant land adjacent to the newly built mixed- use building at 4321 Manchester. The parking lot would hold 8-10 angled spaces. The parking lot inlet would be from Manchester and the outlet at the alley. S. Spencer said that in the future he is interested in purchasing adjacent lot and developing both the parking lot parcel and the adjacent. M. Green informed the committee that Alderman Roddy is looking for support from the Grove CID board on this matter. The Development Committee has

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not reviewed this plan with the curb cut. The Board suggested the plans go back to the Development Committee for review. No vote was made.

6. Committee Reports

a. Safety and Security NSI, TCF

J. Whyte presented crime stats for both the Grove and FPSE for the month of December and compared them to 2016. J. Whyte described two major incidents, a hit and run on Christmas Eve, and a police car chase which concluded in the Grove. J. Whyte also described an aggressive panhandler that has been seen more frequently in the Grove. B. Phillips asked C. Compton and J. Whyte to present a write-up for the business owners of the definition and what to do incase an aggressive panhandler approaches the patrons of the businesses. C. Betts reported that December was a light month. He mentioned that TCF have used 100% of their budget in 2016.

b. Closed Session: Legal Discussion with Lathrop & Gage

c. Safety & Security Committee

M. Green mentioned that there are 27 cobra lights in the Grove boundaries that are currently incandescent that are proposed to be transferred to LED lights. M. Green mentioned that The Grove CID Board originally allocated \$6,000 to changing the lights, however we have identified 57 total lights now \$12,000 is needed to change all lights. T. Boldt motioned to start with just the lights in the “core” (27 lights) of the district, and where there are a majority of cars that are parked during peak hours of the district. F. Fanara seconded, and the motion was unanimously passed. The Grove CID Board asked about lighting projects that are technically outside of Grove boundaries. See Legal Discussion for more.

d. Finance Committee

B. Phillips reported on the Grove CID finances as of December 31, 2016. B. Phillips walked the Board through the balance statements and profit & loss statements for the various accounts. M. Green updated the CID that the Audit is finished. C. Beck, talked through the Audit’s recommendations as the following: update footnotes on monthly or quarterly basis, consolidate accounts i.e. Grove Fest, IndiHop, WNBR, etc., document internal controls, document risk assessment. M. Green and C. Beck will present new policy and internal controls. F. Fanara motioned to accept audit, B. Pratt seconded and the vote was unanimously passed.

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e. Marketing Committee

M. Green explained that there is a new Marketing Committee to be formed. He mentioned that the committee members will have marketing backgrounds.

f. Public Service Committee

M. Green mentioned long-term infrastructure planning will start late January/ early February.

g. Nominations Committee

No report.

h. Parking Committee

M. Green gave reported that the cars in each parking lot have been lower in the past two months. M. Green updated the board on the Enterprise Car Share efforts. He said that the contract has been signed, that there is a \$3,000 annual commitment, and there are 25 free memberships to give. M Green also presented possible locations for the car share as being in the lot West of the Gramophone, or right outside of the same parking lot. No paid meters will be lost.

7. Administrator's Report

M. Green updated the Board on the CIDs current insurance carriers: West Bend, General Liability; One Beacon, Orbs and Grove Signs; Travelers, Directors & Officers. M. Green identified the recent business closing in the grove as Erney's 32 and White Flag. He said new businesses in the horizon are Parlor/ Byrd and Barrel and Midland Bank.

8. Other

Meeting was adjourned at 12:40 pm.

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The Grove Community Improvement District
Balance Sheet
As of January 31, 2017

Accrual Basis

| | Jan 31, 17 |
|--|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Reliance (4124) | 99,976.00 |
| Operating (9310) | 19,193.03 |
| Sales and Use Tax (0668) | 62,694.81 |
| Special Assessments (3269) | 80,447.21 |
| Total Checking/Savings | 262,311.05 |
| Other Current Assets | |
| Due to From Special Events | 193.08 |
| Prepaid Expenses | 709.00 |
| Total Other Current Assets | 902.08 |
| Total Current Assets | 263,213.13 |
| Fixed Assets | |
| Accumulated Amort-Intangible As | -654.00 |
| Intangible Assets | 11,775.00 |
| Total Fixed Assets | 11,121.00 |
| TOTAL ASSETS | 274,334.13 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| Accounts Payable | 6,067.75 |
| Total Accounts Payable | 6,067.75 |
| Other Current Liabilities | |
| Unearned/Deferred Revenue | 76,941.91 |
| Total Other Current Liabilities | 76,941.91 |
| Total Current Liabilities | 83,009.66 |
| Total Liabilities | 83,009.66 |
| Equity | |
| Retained Earnings | 213,335.60 |
| Net Income | -22,011.13 |
| Total Equity | 191,324.47 |
| TOTAL LIABILITIES & EQUITY | 274,334.13 |

The Grove Community Improvement District
Profit & Loss Prev Year Comparison
 July 2016 through January 2017

Accrual Basis

| | Jul '16 - Jan 17 | Jul '15 - Jan 16 | \$ Change | % Change |
|--|------------------|------------------|------------|----------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Parking Lot Revenue | 4,652.00 | 3,093.00 | 1,559.00 | 50.4% |
| Other Types of Income | 4.00 | 124.12 | -120.12 | -96.8% |
| Receipts | | | | |
| 2016 Special Assessments | 65,182.30 | 0.00 | 65,182.30 | 100.0% |
| 2015 Special Assessments | 1,325.74 | 90,624.29 | -89,298.55 | -98.5% |
| 2014 Special Assessments | 0.00 | 4,390.13 | -4,390.13 | -100.0% |
| 2013 Special Assessments | 0.00 | 322.04 | -322.04 | -100.0% |
| 2012 Special Assessments | 0.00 | 821.92 | -821.92 | -100.0% |
| 2011 Special Assessments | 0.00 | 4.81 | -4.81 | -100.0% |
| CID 1% Sales and Use Tax | 104,295.12 | 112,416.12 | -8,121.00 | -7.2% |
| Donations | 22,750.00 | 22,750.00 | 0.00 | 0.0% |
| Interest Earnings | 76.17 | 224.87 | -148.70 | -66.1% |
| Total Receipts | 193,629.33 | 231,554.18 | -37,924.85 | -16.4% |
| Total Income | 198,285.33 | 234,771.30 | -36,485.97 | -15.5% |
| Gross Profit | 198,285.33 | 234,771.30 | -36,485.97 | -15.5% |
| Expense | | | | |
| Additional Parking Enhancements | | | | |
| Administration | 0.00 | 828.42 | -828.42 | -100.0% |
| Public Parking Management | 2,200.00 | 1,350.00 | 850.00 | 63.0% |
| Public Park. Lot Litter Control | 2,500.00 | 2,400.00 | 100.00 | 4.2% |
| Total Additional Parking Enhancements | 4,700.00 | 4,578.42 | 121.58 | 2.7% |
| Administrative Support | | | | |
| Administration | 21,748.88 | 7,594.26 | 14,154.62 | 186.4% |
| General Liability Insurance | 4,034.25 | 0.00 | 4,034.25 | 100.0% |
| Bank Fees and Charges | 36.00 | 17.00 | 19.00 | 111.8% |
| Audit Services | 6,000.00 | 5,750.00 | 250.00 | 4.4% |
| Legal Services | 516.00 | 0.00 | 516.00 | 100.0% |
| Miscellaneous | 75.00 | 75.00 | 0.00 | 0.0% |
| MO Sales Tax Reports | 105.00 | 35.00 | 70.00 | 200.0% |
| Office Supplies | 0.00 | 141.98 | -141.98 | -100.0% |
| Postage | 282.00 | 99.91 | 182.09 | 182.3% |
| Total Administrative Support | 32,797.13 | 13,713.15 | 19,083.98 | 139.2% |
| Public Services | | | | |
| Administration | 0.00 | 1,795.00 | -1,795.00 | -100.0% |
| Contract Labor | 0.00 | 2,814.75 | -2,814.75 | -100.0% |
| Litter Control | 12,096.55 | 10,570.45 | 1,526.10 | 14.4% |
| Planter/Landscaping Watr/Mntnce | 3,052.45 | 3,682.95 | -630.50 | -17.1% |

| | <u>Jul '16 - Jan 17</u> | <u>Jul '15 - Jan 16</u> | <u>\$ Change</u> | <u>% Change</u> |
|---|-------------------------|-------------------------|-------------------|-----------------|
| Weed Abatement | 700.00 | 0.00 | 700.00 | 100.0% |
| Total Public Services | 15,849.00 | 18,863.15 | -3,014.15 | -16.0% |
| Marketing & Special Events | | | | |
| Administration | 0.00 | 1,819.90 | -1,819.90 | -100.0% |
| Advertising | 1,295.00 | 1,727.07 | -432.07 | -25.0% |
| Professional Services | 1,500.00 | 0.00 | 1,500.00 | 100.0% |
| Website & Design Services | 1,200.00 | 5,826.02 | -4,626.02 | -79.4% |
| Special Events | | | | |
| Monster Bash 2016 | 5,000.01 | 0.00 | 5,000.01 | 100.0% |
| Monster Bash 2015 | 0.00 | 3,000.00 | -3,000.00 | -100.0% |
| Total Special Events | 5,000.01 | 3,000.00 | 2,000.01 | 66.7% |
| Total Marketing & Special Events | 8,995.01 | 12,372.99 | -3,377.98 | -27.3% |
| Public Improvements | | | | |
| Administration | 0.00 | 966.56 | -966.56 | -100.0% |
| Holiday Decorations | 3,881.62 | 3,357.24 | 524.38 | 15.6% |
| Grove Entry Marker Electricity | 964.50 | 936.37 | 28.13 | 3.0% |
| Grove Entry Marker Insurance | 236.25 | 370.50 | -134.25 | -36.2% |
| Grove Entry Marker Repairs | 2,774.00 | 0.00 | 2,774.00 | 100.0% |
| Other Public Improvements | 4,170.00 | 3,286.61 | 883.39 | 26.9% |
| Trash Cans & Bike Racks | 0.00 | 2,757.11 | -2,757.11 | -100.0% |
| Total Public Improvements | 12,026.37 | 11,674.39 | 351.98 | 3.0% |
| Security & Public Safety | | | | |
| Administration | 0.00 | 3,451.88 | -3,451.88 | -100.0% |
| CWE NSI | 15,000.00 | 0.00 | 15,000.00 | 100.0% |
| Thursday Security Patrols | 15,633.75 | 31,505.00 | -15,871.25 | -50.4% |
| Friday Security Patrols | 26,895.00 | 25,738.75 | 1,156.25 | 4.5% |
| Saturday Security Patrols | 22,962.50 | 22,551.25 | 411.25 | 1.8% |
| Sunday Security Patrols | 10,010.00 | 17,035.00 | -7,025.00 | -41.2% |
| Other Security Patrols | 21,814.38 | 0.00 | 21,814.38 | 100.0% |
| St Lighting Improvement-Elec | 613.32 | 341.47 | 271.85 | 79.6% |
| Total Security & Public Safety | 112,928.95 | 100,623.35 | 12,305.60 | 12.2% |
| Total Expense | 187,296.46 | 161,825.45 | 25,471.01 | 15.7% |
| Net Ordinary Income | 10,988.87 | 72,945.85 | -61,956.98 | -84.9% |
| Other Income/Expense | | | | |
| Other Expense | 33,000.00 | 32,500.00 | 500.00 | 1.5% |
| Net Other Income | -33,000.00 | -32,500.00 | -500.00 | -1.5% |
| Net Income | -22,011.13 | 40,445.85 | -62,456.98 | -154.4% |

GroveFest
Balance Sheet
As of January 31, 2017

Accrual Basis

| | <u>Jan 31, 17</u> |
|---------------------------------------|-------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Commerce GroveFest #4828 | 17,960.86 |
| Total Checking/Savings | <u>17,960.86</u> |
| Total Current Assets | <u>17,960.86</u> |
| TOTAL ASSETS | <u>17,960.86</u> |
| LIABILITIES & EQUITY | |
| Equity | |
| Retained Earnings | 10,373.51 |
| Net Income | 7,587.35 |
| Total Equity | <u>17,960.86</u> |
| TOTAL LIABILITIES & EQUITY | <u>17,960.86</u> |

IndiHop
Balance Sheet
As of January 31, 2017

Accrual Basis

| | <u>Jan 31, 17</u> |
|---------------------------------------|-------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Commerce IndiHop (4467) | 17,307.55 |
| Total Checking/Savings | <u>17,307.55</u> |
| Total Current Assets | <u>17,307.55</u> |
| TOTAL ASSETS | <u>17,307.55</u> |
| LIABILITIES & EQUITY | |
| Equity | |
| Retained Earnings | 27,700.30 |
| Net Income | <u>-10,392.75</u> |
| Total Equity | <u>17,307.55</u> |
| TOTAL LIABILITIES & EQUITY | <u>17,307.55</u> |

World Naked Bike Ride
Balance Sheet
As of January 31, 2017

Accrual Basis

| | <u>Jan 31, 17</u> |
|---------------------------------------|------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| WNBR #0790 | 3,133.08 |
| Total Checking/Savings | <u>3,133.08</u> |
| Total Current Assets | <u>3,133.08</u> |
| TOTAL ASSETS | <u>3,133.08</u> |
| LIABILITIES & EQUITY | |
| Equity | |
| Unrestricted Net Assets | 2,316.12 |
| Net Income | 816.96 |
| Total Equity | <u>3,133.08</u> |
| TOTAL LIABILITIES & EQUITY | <u>3,133.08</u> |



THE CITY'S FINEST

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February 9, 2017

Grove Board,

The following is Summary Report for TCF's activities and findings for the period of Jan 1, 2017 through Jan 31, 2017:

Major Incidents

- 1/6 - Numerous reckless drivers on Manchester were observed near closing time. TCF positioned ATV on Manchester to help slow traffic and deter reckless driving.
- 1/7 - Call for a Robbery at Papin/Sarah. TCF Officers were the first to arrive and investigation revealed no robbery occurred, rather a disturbance between intoxicated parties over a cell phone that carried over to the QT Lot. TCF Officers restored peace and both parties left without incident.
- 1/13 - TCF encountered a panhandler at 4243 Manchester. He was documented and warned.
- 1/13 - TCF Officer noticed a suspicious vehicle (White Chrysler Minivan - MO Plate MN2F5E) parked on Sarah just north of Chouteau. Officer conducted surveillance of the vehicle fearing a possible robbery attempt. The Officer later approached the vehicle and the vehicle started and left the area without incident. Plate is registered correctly. A second TCF Officer observed a second vehicle appearing to case the Grove Parking Areas at the same time. This car also left the area at a high rate of speed when contact was attempted by TCF. SLMPD was notified over the air.
- 1/19 - TCF Officers prevented a heavily intoxicated female from attempting to drive near Manchester and Talmage. EMS responded and conveyed the female to the hospital due to her intoxication.
- 1/21 - Good SLMPD presence in the Grove along Manchester noted by TCF Officers. This is much appreciated and allowed TCF to concentrate on side streets.
- 1/21 - Large crowd formed around 2am due to Rehab letting out. TCF Officers positioned in the area to avoid any issues.
- 1/27 - TCF handled 3 individual calls-for-service at the bars. Disturbance at Ready Room, Disturbance at Handle Bar and a Theft at Gramophone.
- 1/29 - TCF Officer observed a employee of Atomic Cowboy attempting to keep an intoxicated subject from entering the rear of the business. The subject became hostile and a crowd was forming. TCF Officers responded to assist and the subject was convinced it was in his best interest to leave peacefully. He complied without further incident. Bar staff expressed their appreciation for our help.

- 1/29 - Female approached a TCF Officer and thanked him for being present in the Grove. She stated she felt "safe" due to the presence of numerous police she observed in the area.

Arrests

- (0) Arrests during this period.

FIR's

- (1) FIR was conducted of panhandler during this period.

Parking Tags

- (1) Parking Tags were written during this time period and (0) vehicles towed.

TCF Concerns & Observations

- TCF is continuing panhandling initiative in conjunction with the NSI
- TCF continues to believe a dedicated Manchester Foot-Beat needs to be deployed. This in conjunction with the bike and ATV patrols will help to blanket the Grove with police.

Best Regards,



Charles R. Betts, Jr.
Owner
The City's Finest, LLC
(314) 458-9297

RESOLUTION NO. 2017-01

A RESOLUTION OF THE GROVE COMMUNITY IMPROVEMENT DISTRICT AMENDING RESOLUTION NO. 2009-06 WHICH ESTABLISHED A PUBLIC SERVICES COMMITTEE

Whereas Article VII of the By-Laws provides, in pertinent part, that, “The Board may from time to time establish committees and confer upon them such powers as it deems expedient for the conduct of the District’s business;”

Whereas Resolution 2009-06 establishing a Public Services Committee was adopted on March 9th, 2009;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors for the Grove Community Improvement District, that Resolution 2009-06 is hereby amended to read as follows:

1. Public Services Committee: The Public Services Committee shall consist of two (2) Directors or their representatives, three (3) business owners including at least one (1) night-time business, and two (2) property owners to be appointed by the Chairman of the Board at each Annual Meeting in May or as soon thereafter as practical. Committee members shall serve until their successors have been duly appointed. The Board Chairman shall also appoint one of the said seven (7) members to act as Committee Chair.

For the presentation to and approval by the Board of Directors, the Public Services Committee shall create an overall public services framework for the CID including, but not limited to, preparing the draft RFP for cleaning services and landscaping, prepare the draft Annual Public Services Budget for the District to submit to the Finance Committee, developing beautification initiatives and researching potential public space improvements.

The Public Services Committee shall also handle such other matters as may be assigned by the Board; and will report monthly to the Board on its activities.

2. Actions of Committee in Lieu of Meeting. Any action which is required to be or may be taken at a meeting of the committee may be taken without a meeting in consents in writing, setting forth the action also taken, are signed by all members of the committee. The consents shall have the same force and effect as a unanimous vote of the committee at a meeting duly held and may be stated as such in any certificate or document filed pursuant to the provisions of Missouri law. The consents shall be filled with the minutes of the meetings of the committee.

3. Committee Reports. The committee shall report all of its decisions and actions to the Board of Directors at the next meeting of the Board thereafter occurring and shall at all times be subject to the general supervision and control of the Board of Directors.

Adopted this 13th Day of February, 2017

ATTEST;

Kelly Kenter, Chairman

Pete Rothschild, Secretary