



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

**January 8, 2018 at 11:00 a.m.  
at 4512 Manchester Avenue  
St. Louis, MO 63110**

**NOTICE & PROPOSED AGENDA**

**TAKE NOTICE** that on January 8th, 2018 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 December 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
  - e. Nominations Committee
  - f. Transportation 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: 1-05-18**

• **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  
December 11th, 2017: 11:00am  
At 4512 Manchester, St. Louis, MO 63110

**Board Members in Attendance:** Kelly Kenter, Pete Rothschild, Jack Baumstark, Chip Schloss, Guy Slay, Fran Fanara, Don Bellon, Brian Pratt, Tom Boldt, Austin Barzantny

**Board members not in Attendance:** Brian Phillips

**Others in attendance:** M. Green (PCD), Sara Feagans (PCD), Jim Whyte (CWE NSI), Charles Betts (TCF), Frank Smith (Midland States Bank)

**1. Call to order**

K. Kenter called the meeting to order at 11:10 am.

**2. Approval of October Minutes**

B. Pratt moved to approve the November minutes. J. Baumstark seconded the motion. Motion passed 10-0-0.

**3. Chair's report**

None

**4. Public Comments**

Frank Smith of Midland States Bank introduced himself to the board and thanked them and the neighborhood for the warm welcome they have received since opening a branch in the District.

**5. Committee Reports**

**a. Safety and Security Committee**

J. Whyte presented the NSI monthly report and crime statistics. Crime statistics have yet to be updated for the month of November. J. Whyte noted that the Forest Park Southeast neighborhood has the 2<sup>nd</sup> highest crime reduction in the City of St. Louis.

J. Whyte provided an update on the camera security network stating that Washington University's Governmental Affairs office is getting involved to work with MoDOT.

J. Whyte spoke of a recent incident that occurred at Shi Sha Lounge (4229 Manchester) where shots were fired. The business had damage to two windows and two parked cars were struck in the gun fire. They are working with Ron Coleman to get the business put on the nuisance property list and have forwarded all complaints regarding the business to the property owner.



J. Whyte provided an update on the NSI's partnership with Coolfire Solutions. This new technology would allow officers working in the area the ability to communicate better with each other and also allow business owners and residents to better communicate with the police and NSI.

C. Betts presented TCF's report noting that it was a light month with no arrests, parking tags or vehicles towed.

M. Green updated the board on the lawyer's recommendations and notes for the Good Neighbor Agreement. The new version of the agreement would be given to every entity with a business license located within CID boundaries. T. Boldt made a motion to approve the updated Good Neighborhood Agreement after removing the first sentence from Section D, Number 2. J. Baumstark seconded the motion. Motion passed 10-0-0.

M. Green updated the board on the lighting conversion project. It has been confirmed that the City will install the lights for free. The RFP has been issued and is due on December 15<sup>th</sup>. The next step is to review bids and select a provider.

**b. Finance Committee**

M. Green reported on the Grove CID's financials and presented the balance sheet and profit and loss. M. Green gave an update on sales tax collections through October. The audit for the Grove CID should be completed by Friday, December 22<sup>nd</sup>.

**c. Marketing Committee**

M. Green presented that the committee recently issued two RFPs, one for a video campaign and one for signal box art. They received proposals for each and will review those at their next meeting in January. The Marketing Committee is also planning a social media campaign with influencers that would take over the Grove's social media accounts for a day.

**d. Public Services Committee**

Four new trashcans were ordered and are ready to be installed. They will be installed at 4100 Manchester, 4036 Manchester, 4321 Manchester, and 4229 Manchester by the end of the month.

MoDOT has updated all crosswalks with continental striping. They plan to install rapid flashing pedestrian beacons for both pedestrian crossings, but there is no timeline for when they will be installed.



**e. Nominations Committee**

J. Baumstark made a motion to approve the membership of the new Transportation Committee. F. Fanara seconded the motion. Motion approved 10-0-0. The new committee will meet quarterly.

**f. Transportation Committee**

M. Green updated the board that Westline will be providing snow removal on the Archway parking lot. The cost will be split between the CID, TCF, and Notch.

**g. Administrator's Report**

M. Green provided an update on the Grove sign repairs. The frame sustained more damage than originally thought. DeMond Signs is looking to have the sign back up by December 22.

DeMond Signs will be installing the second set of globe lights the week of January 8<sup>th</sup>.

There are two RFPs that will be released soon. One will seek a provider for ongoing sign and globe light maintenance. The second RFP will seek a provider to repaint the four entry-market poles.

M. Green presented the 2018 Grove CID calendar. C. Schloss made a motion to approve next year's calendar. J. Baumstark seconded the motion. Motion passed 10-0-0.

M. Green presented the contract for administrative services from Park Central Development. The comments from the lawyer for the CID have been accepted wholly by the lawyer for Park Central Development. The contract would run through June 30, 2020 with a \$45,000 annual fee. J. Baumstark made a motion to approve the contract with the addition of a payment schedule. F. Fanara seconded the motion. B. Pratt, T. Boldt, and G. Slay abstained from voting. The motion passed 7-0-3.

**h. Other**

None.

The meeting adjourned at 12:05 pm.

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

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	<u>Dec 31, 17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Reliance (4124)	99,956.00
Operating (9310)	14,635.53
Sales and Use Tax (0668)	53,587.33
Special Assessments (3269)	71,690.37
<b>Total Checking/Savings</b>	<u>239,869.23</u>
<b>Other Current Assets</b>	
Due to From Special Events	60.46
Prepaid Expenses	709.00
<b>Total Other Current Assets</b>	<u>769.46</u>
<b>Total Current Assets</b>	<u>240,638.69</u>
<b>Fixed Assets</b>	
Accumulated Amort-Intangible As Intangible Assets	-654.00
Intangible Assets	11,775.00
<b>Total Fixed Assets</b>	<u>11,121.00</u>
<b>TOTAL ASSETS</b>	<b><u>251,759.69</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	7,067.50
<b>Total Accounts Payable</b>	<u>7,067.50</u>
<b>Other Current Liabilities</b>	
Unearned/Deferred Revenue	76,941.91
<b>Total Other Current Liabilities</b>	<u>76,941.91</u>
<b>Total Current Liabilities</b>	<u>84,009.41</u>
<b>Total Liabilities</b>	84,009.41
<b>Equity</b>	
Retained Earnings	227,055.76
Net Income	-59,305.48
<b>Total Equity</b>	<u>167,750.28</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>251,759.69</u></b>

**The Grove Community Improvement District**  
**Profit & Loss Budget Performance**  
 July through December 2017

	<u>Jul - Dec 17</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Parking Lot Revenue</b>	2,646.00	4,000.02	8,000.00
<b>Receipts</b>			
<b>2017 Special Assessments</b>	22,973.79	45,000.00	90,000.00
<b>2016 Special Assessments</b>	838.45		
<b>2015 Special Assessments</b>	1,412.27		
<b>2014 Special Assessments</b>	222.07		
<b>CID 1% Sales and Use Tax</b>	102,547.56	101,000.02	202,000.00
<b>Donations</b>			
<b>Security &amp; Public Safety</b>	16,250.00	22,750.00	65,000.00
<b>Total Donations</b>	16,250.00	22,750.00	65,000.00
<b>Interest Earnings</b>	103.00		
<b>Total Receipts</b>	144,347.14	168,750.02	357,000.00
<b>Total Income</b>	146,993.14	172,750.04	365,000.00
<b>Gross Profit</b>	146,993.14	172,750.04	365,000.00
<b>Expense</b>			
<b>Marketing &amp; Advertisement</b>			
<b>Miscellaneous</b>	0.00		
<b>Total Marketing &amp; Advertisement</b>	0.00		
<b>Additional Parking Enhancements</b>			
<b>Car Share</b>	4,000.00		
<b>Public Parking Management</b>	900.00	1,500.00	3,000.00
<b>Public Park. Lot Litter Control</b>	3,900.00	3,900.00	7,800.00
<b>Total Additional Parking Enhancements</b>	8,800.00	5,400.00	10,800.00
<b>Administrative Support</b>			
<b>Administration</b>	39,109.32	22,500.00	45,000.00
<b>General Liability Insurance</b>	2,515.67	4,500.00	9,000.00
<b>Bank Fees and Charges</b>	132.80		
<b>Administrative Services</b>	0.00	0.00	0.00
<b>Audit Services</b>	5,000.00	10,000.00	10,000.00
<b>Directors &amp; Officers Insurance</b>	0.00	500.02	1,000.00
<b>Legal Services</b>	820.10	1,500.00	3,000.00
<b>Office Supplies</b>	214.69	125.02	250.00
<b>Postage</b>	147.00	125.02	250.00
<b>Reserve Funds</b>	0.00	249.98	500.00
<b>Total Administrative Support</b>	47,939.58	39,500.04	69,000.00
<b>Public Services</b>			
<b>Litter Control</b>	12,607.30	12,000.00	24,000.00
<b>Planter/Landscaping Watr/Mntnce</b>	4,465.00	4,500.00	9,000.00
<b>Weed Abatement</b>	1,075.00	750.00	1,500.00
<b>Reserve Funds</b>	0.00	750.00	1,500.00
<b>Total Public Services</b>	18,147.30	18,000.00	36,000.00
<b>Marketing &amp; Special Events</b>			

Carshare being paid for out of reserves as it was not included in final budget

Q4 payment to be adjusted by RSM

**The Grove Community Improvement District**  
**Profit & Loss Budget Performance**  
 July through December 2017

	<u>Jul - Dec 17</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Advertising	1,698.89	3,000.00	6,000.00
Professional Services	200.00		
Promotional Materials	0.00	3,000.00	6,000.00
Special Events			
Flyover Comedy Festival	2,000.00		
FPSE-GroveFest 2017	30,233.28		
Manchester Bike Bash	1,000.00		
The Grove Criterium	1,000.00		
Special Events - Other	0.00	30,000.00	60,000.00
<b>Total Special Events</b>	<u>34,233.28</u>	<u>30,000.00</u>	<u>60,000.00</u>
<b>Total Marketing &amp; Special Events</b>	<u>36,132.17</u>	<u>36,000.00</u>	<u>72,000.00</u>
Public Improvements			
Holiday Decorations	2,891.54		
Grove Entry Marker Electricity	499.08		
Grove Entry Markers R&M	-11,922.00		
Other Public Improvements	2,500.00		
Trash Cans & Bike Racks	2,663.83		
Reserve Funds	0.00	750.00	1,500.00
Public Improvements - Other	0.00	6,500.02	13,000.00
<b>Total Public Improvements</b>	<u>-3,367.55</u>	<u>7,250.02</u>	<u>14,500.00</u>
Security & Public Safety			
CWE NSI	15,000.00	15,000.00	30,000.00
Thursday Security Patrols	14,561.25	15,000.00	30,000.00
Friday Security Patrols	23,883.75	22,500.00	45,000.00
Saturday Security Patrols	17,723.75	22,500.00	45,000.00
Sunday Security Patrols	8,855.00	9,999.98	20,000.00
Other Security Patrols	16,101.25	17,499.98	35,000.00
GPS Service	0.00	750.00	1,500.00
St Lighting Improvement-Elec	2,522.12	3,600.00	7,200.00
Reserve Funds	0.00	9,500.02	19,000.00
<b>Total Security &amp; Public Safety</b>	<u>98,647.12</u>	<u>116,349.98</u>	<u>232,700.00</u>
<b>Total Expense</b>	<u>206,298.62</u>	<u>222,500.04</u>	<u>435,000.00</u>
<b>Net Ordinary Income</b>	<u>-59,305.48</u>	<u>-49,750.00</u>	<u>-70,000.00</u>
<b>Net Income</b>	<u><u>-59,305.48</u></u>	<u><u>-49,750.00</u></u>	<u><u>-70,000.00</u></u>

Awaiting final report  
for 3rd \$1,000 check

Awaiting final report  
for 3rd \$1,000 check

Awaiting final report  
for 3rd \$1,000 check

Performing \$10,000  
under budget  
(approved \$70,000 in  
expenditures from  
reserve funds)



# THE CITY'S FINEST

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Saint Louis, MO 63116

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crbetts@tcf-llc.com

www.tcf-llc.com

January 5, 2018

Grove Board,

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

### Notable Incidents

- 12/2 - Large fight at Siam. TCF Officers broke the fight up and one of the subjects fled the scene at a high rate of speed.
- 12/3 - TCF Officer took a report of a car break-in near 908 S. Sarah. Two purses were left in plain view on the seat.
- 12/24 - 4300 block of Gibson there were several calls for shots fired. Suspect was a black male wearing a Stealers jacket occupying a white SUV.
- 12/31 - Large fight with apparent firearms dispatched at the Gramophone parking lot. The suspects fled the scene upon TCF and District arrival. This was a result of the night club next to Gramophone.

### Arrests

- (0) Arrests during this period.

### FIR's

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

### Parking Tags

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

### TCF Concerns & Observations

- Siam and Shi Sha are problems and need POLICE secondary officers.
- 4300 block of Gibson is having gang issues, possibly relative to the murder.

Best Regards,

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