



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

**August 13th, 2018 at 11:00 a.m.
at 4512 Manchester Avenue
St. Louis, MO 63110**

NOTICE & PROPOSED AGENDA

TAKE NOTICE that on August 13th, 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 July Minutes
3. Chairs Report & Announcement of the Order of Business
4. Public Comments & Questions
5. Committee Reports:
 - a. Safety and Security Committee
 - i. Central West End Neighborhood Security
 1. Safety and Security Report
 2. Contract Renewal
 - ii. The City's Finest
 1. Safety and Security Report
 - b. Executive Committee
 - i. Grove CID Funding Request
 - ii. Special Events
 - c. Finance Committee
 - i. Finance Report
 - ii. Sales Tax Collections
 - d. Marketing Committee
 - e. Public Services Committee
 - f. Nominations Committee
 - g. 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: 8-09-18

• **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
July 9th, 2018: 11:00 AM
At 4512 Manchester, St. Louis, MO 63110

Board Members in Attendance: Guy Slay, Kelly Kenter, Brian Phillips, Pete Rothschild, Tom Boldt, Mike Feulner

Board Members in Attendance: Chip Schloss, Don Bellon, Austin Barzantny, Brian Pratt, Jack Baumstark

Others in Attendance: Abdul Abdullah, Ashley Johnson and Annette Pendilton (Park Central Development), Jim Whyte and Mattie (CWE Neighborhood Security Initiatives), Ron Coleman (The City of St. Louis)

1. Call to order

K. Kenter called meeting to order at 11:00 A.M.

2. Approval of June Minutes

B. Phillips motioned to approve the June 11th, 2018 minutes. T. Boldt seconded the motion. Motion passed 5-0-1. Mike Feulner abstained

3. Chair's Report

None

4. Public Comments

None

5. Committee Reports

a. Safety and Security Committee

J. Whyte presented the monthly report and crime statistics. Total crime is up 19.9% with person crimes going up by 13 incidents this year compared to June 2017.

J. Whyte commented that the Pride Fest for Saturday, June 22, 2018, was covered with security and the event went well. On Sunday after the Tower Grove Park event, people came to the Grove neighborhood and issues started to happen because there was no preparation for Sunday. J. Whyte is wants to meet with the organizers for Pride Fest next year to get ahead of the issues. In the future there needs to be a plan set for major events for the whole weekend instead of one day.

There needs to be communications between Park Central, NSI, Grove CID and TCF of events that anyone is aware of so that there is coverage in the Grove for security.

R. Coleman will be addressing the Rehab issue from the Pride Fest weekend.

b. Executive Committee

- i. Grove CID Funding Request - A. Johnson stated that the committee voted to approve the Manchester Bike Bash but there were items missing from the application. The executive committee voted to wait until all information was submitted and to take a re-vote once all was completed.

K. Kenter asked if there is a system in place for Park Central when an application has been submitted so that a response can be made in a timely manner.

K. Kenter also requested to add to the agenda "Event Applications" so that the board is aware of submissions on a monthly basis.

A. Johnson stated that Flyover Comedy has submitted an application for the Executive Committee to approve at their next. The event is November 8, 2018.

c. Finance Committee

B. Phillips read the financial reports for the months of May and June 2018. P. Rothschild motioned to approve financials. M. Feulner second. Motion passes 6-0-0

d. Marketing Committee
None

e. Public Services Committee
None

f. Nominations Committee
None

g. Transport Committee
None

6. Administrator's Report

A. Abdullah stated that Park Central Development Board agreed to take ownership of the Grovefest and Indihop. The attorneys are working on an agreement.

A. Abdullah gave an update on the Good Neighbor Agreement on businesses that have received, signed and refused to sign. A. Abdullah stated that moving forward any events requested by businesses in the Grove CID and they are asking for sponsorship, should have a signed Good Neighbor Agreement on file.

K. Kenter asked that we add to the agenda an update on the status of businesses that have and have not signed the Good Neighbor Agreement.

A. Abdullah gave an update that Villa Lighting is estimating a ship date of August 16. Once the lights are in, the City of St. Louis will be contacted to pick up and install lights.

7. Other Business

K. Kelly is requesting a copy of the Resolution for attendance policy as well as a spreadsheet showing attendance of board members at the next Grove board meeting,

7. Adjournment

K. Kenter moved for adjournment. B. Phillips seconded. The meeting adjourned at 11:53 A.M.

DRAFT

The Grove Community Improvement District
Balance Sheet
As of July 31, 2018

	Jul 31, 18
ASSETS	
Current Assets	
Checking/Savings	
Reliance (4124)	99,942.00
Operating (9310)	115,465.17
Sales and Use Tax (0668)	87,311.86
Special Assessments (3269)	12,291.90
Total Checking/Savings	315,010.93
Accounts Receivable	
Other Accounts Receivable	2,646.00
Total Accounts Receivable	2,646.00
Other Current Assets	
CID Assmt Rec CY17	222.00
CID Assmt Rec CY16	1,968.00
CID Assmt Rec CY15	2,490.00
CID Assmt Rec CY14	1,052.00
Due to From Special Events	60.46
Prepaid Expenses	709.00
Total Other Current Assets	6,501.46
Total Current Assets	324,158.39
Fixed Assets	
Accumulated Amort-Intangible As	-4,579.00
Intangible Assets	11,775.00
Total Fixed Assets	7,196.00
TOTAL ASSETS	331,354.39
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	10,843.53
Total Accounts Payable	10,843.53
Other Current Liabilities	
Deferred Inflows of Resources	8,156.00
Accrued Liabilities	99,360.00
Total Other Current Liabilities	107,516.00
Total Current Liabilities	118,359.53
Total Liabilities	118,359.53
Equity	
Retained Earnings	221,883.37
Net Income	-8,888.51
Total Equity	212,994.86
TOTAL LIABILITIES & EQUITY	331,354.39

The Grove Community Improvement District
Profit & Loss Budget Performance
 July 2018

	<u>Jul 18</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense			
Income			
Receipts			
Special Assessments	0.00	7,333.33	88,000.00
CID 1% Sales and Use Tax	37,274.58	19,666.63	236,000.00
Donations			
Security & Public Safety	6,500.00	16,250.00	65,000.00
Total Donations	<u>6,500.00</u>	<u>16,250.00</u>	<u>65,000.00</u>
Total Receipts	43,774.58	43,249.96	389,000.00
Deferred Revenue			
Lighting Project	0.00	0.00	99,360.00
Total Deferred Revenue	<u>0.00</u>	<u>0.00</u>	<u>99,360.00</u>
Total Income	<u>43,774.58</u>	<u>43,249.96</u>	<u>488,360.00</u>
Gross Profit	43,774.58	43,249.96	488,360.00
Expense			
Administrative Support			
Administration	11,250.00	11,250.00	45,000.00
General Liability Insurance	734.92	833.33	10,000.00
Audit Services	0.00	0.00	10,000.00
Legal Services	872.10	250.00	3,000.00
Office Supplies	0.00	20.83	250.00
Postage	0.00	20.83	250.00
Total Administrative Support	<u>12,857.02</u>	<u>12,374.99</u>	<u>68,500.00</u>
Public Services			
Litter Control	7,050.00	2,000.00	24,000.00
Landscaping Watr/Mntnce	0.00	750.00	9,000.00
Weed Abatement	0.00	125.00	1,500.00
Total Public Services	<u>7,050.00</u>	<u>2,875.00</u>	<u>34,500.00</u>
Marketing & Special Events			
Advertising	0.00	333.33	4,000.00
Promotional Materials	0.00	276.63	3,320.00
Website & Design Services	0.00	200.00	2,400.00
Special Events			
Manchester Bike Bash	3,000.00		
Special Events - Other	0.00	3,780.00	45,360.00
Total Special Events	<u>3,000.00</u>	<u>3,780.00</u>	<u>45,360.00</u>
Total Marketing & Special Events	3,000.00	4,589.96	55,080.00
Public Improvements			
Holiday Decorations	0.00	0.00	3,500.00
Grove Entry Marker Electricity	197.20	150.00	1,800.00
Grove Entry Markers R&M	0.00	150.00	1,800.00
Other Public Improvements	0.00	810.00	9,720.00
Total Public Improvements	<u>197.20</u>	<u>1,110.00</u>	<u>16,820.00</u>
Security & Public Safety			

The Grove Community Improvement District
Profit & Loss Budget Performance
 July 2018

	<u>Jul 18</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Monthly Fee - Ford Explorer	750.00	750.00	9,000.00
CWE NSI	15,000.00	7,500.00	30,000.00
Thursday Security Patrols	2,708.75	2,500.00	30,000.00
Friday Security Patrols	3,671.25	3,750.00	45,000.00
Saturday Security Patrols	4,468.75	3,750.00	45,000.00
Sunday Security Patrols	2,392.50	1,666.63	20,000.00
Other Security Patrols	0.00	2,916.63	35,000.00
Public Parking Lot Fund (existi	0.00	250.00	3,000.00
Public Pkg lot-Litter Control	0.00	290.00	3,480.00
St Lightng Improvement-Elec	567.62	250.00	3,000.00
Reserve Funds	0.00	1,913.37	22,960.00
Total Security & Public Safety	<u>29,558.87</u>	<u>25,536.63</u>	<u>246,440.00</u>
Lighting Project Expense	<u>0.00</u>	<u>0.00</u>	<u>99,360.00</u>
Total Expense	<u>52,663.09</u>	<u>46,486.58</u>	<u>520,700.00</u>
Net Ordinary Income	<u>-8,888.51</u>	<u>-3,236.62</u>	<u>-32,340.00</u>
Net Income	<u><u>-8,888.51</u></u>	<u><u>-3,236.62</u></u>	<u><u>-32,340.00</u></u>

RESOLUTION NO. 2017-05

A RESOLUTION OF THE GROVE COMMUNITY IMPROVEMENT DISTRICT ADOPTING BOARD ATTENDANCE POLICY

WHEREAS, the Grove Community Improvement District (the "District") is a community improvement district organized pursuant to Sections 67.1401 to 67.1571 of the Revised Statutes of Missouri (RSMo"), as amended (the "CID Act"), and established by the Board of Alderman of the City of St. Louis by Ordinance No. 68107 (the "Ordinance") as a political subdivision of the State of Missouri; and

WHEREAS, at the regular meeting of the Board of Directors convened at 11:00am, September 11, 2017 at 4512 Manchester Avenue, St. Louis, MO 63110, at which was present a quorum of the directors, the directors took the action further described herein:

NOW, THEREFORE BE IT RESOLVED by the Board of Directors for the Grove Community Improvement District hereby adopts, accepts and approves RESOLUTION 2017-05 as follows:

Board Attendance Policy

Purpose

The following policy is designed to establish minimum attendance standards for appointed members of the board. It is intended to support full contribution from all board members.

Definition of a Board Attendance Problem

In order for the board to operate efficiently and effectively, board members are expected to be present and on time to each board meeting. A board-attendance problem occurs if any of the following conditions exist in regards to a board member's attendance to board meetings:

- The member has two un-notified absences.
- The member misses more than one third of the total number of board meetings in a fiscal year.

Notified Absences

A member's absence shall constitute a "notified absence" where the member, in twenty-four (24) business hours advance of the meeting, informs the administrators of the board that the member will be absent.

An absence due to unforeseen circumstances such as illness or emergency shall also qualify as a notified absence where the member reports such absence to the board administrator as soon as reasonably possible.

The board administrators shall record as un-notified all absences involving neither advance notice nor unforeseen circumstances.

Response to a Board-Attendance Problem

If a board-attendance problem exists regarding a member, the Board Chair will promptly contact the member to discuss the problem. The member's response will be shared with the other board members. At that time, the board will decide what actions to take regarding the board member's future membership on the board.

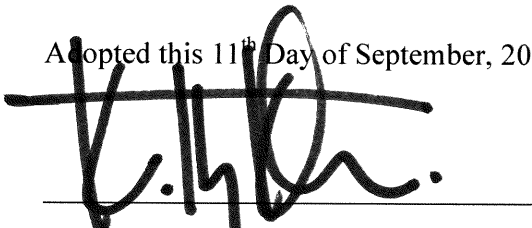
If the board decides to terminate the board member's membership, termination will be conducted per the following policy and the board will promptly initiate a process to begin recruiting a new board member.

Termination Policy

Upon the board's decision to terminate a member, the Board Chair will call the member with and notify him or her of the board's decision to terminate the member's membership per the terms of the Board Attendance Policy. The Chair will request a letter of resignation from the terminated member to be received within the next two weeks.

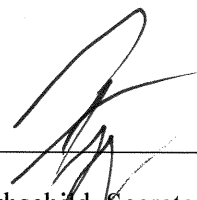
The board will vote regarding acceptance of the member's resignation letter in the next board meeting and will promptly initiate a process to begin recruiting a new board member.

Adopted this 11th Day of September, 2017



Kelly Kenter, Chairman

ATTEST



Peter Rothschild, Secretary