



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

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

NOTICE & PROPOSED AGENDA

TAKE NOTICE that on October 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 September 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
 - ii. The City's Finest
 1. Safety and Security Report
 - b. Executive Committee
 - c. Finance Committee
 - i. Finance Report
 - ii. Assessment
 - d. Marketing Committee
 - e. Public Services Committee
 - f. Nominations Committee
 - g. Transportation Committee
6. Administrator's Report
 - a. Special Events
 - b. Grove CID Lighting Project
 - c. Good Neighbors Agreement
 - d. Informational:
 - i. Annual Report
 - ii. Street Signs
7. Other Business
 - a. Resolution 2018-07

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: 10-04-18

• **The Grove Community Improvement District** •

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

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

Grove CID Board of Director Meeting
September 10, 2018: 11:00 AM
At 4512 Manchester, St. Louis, MO 63110

Board Members Present: Kelly Kenter, Brian Phillips, Jack Baumstark, Pete Rothschild, Mike Feulner, Chip Schloss, Don Bellon, Brian Pratt

Board Members Absent: Guy Slay, Tom Boldt, Austin Barzantny

Others in Attendance: Ashley Johnson, Annette Pendilton (Park Central Development) James Whyte and Mattie Oberman (CWE Neighborhood Security Initiatives) Ron Coleman, Chi Johnson (The City of St. Louis) Charles Betts (The City's Finest)

1. Call to Order:

- a. K. Kenter called the meeting to order at 11:00 AM

2. Approval of August 13th, 2018 Minutes:

- a. J. Baumstark motioned to approve the August Minutes. D. Bellon seconded the motion. All in favor, motioned passed.

3. Chairs Report: None

4. Public Comments and Questions: None

5. Committee Reports:

- a. Safety and Security Committee

- i. J. Whyte presented the August security and crime statistics report. Total Crime is up 6.5% compared to August 2017. Total Person Crime is up due to aggravated assaults and total property crime is down due to a decrease in larcenies and burglary incidents.
- ii. R. Betts stated that he has recruited St. Louis County Police Officers to work in the district. R. Betts stated that the officers must have security licenses which let St. Louis County Officers work in the City as well as St. Louis City Officers work in the County. These officers can make arrests. Captain Deeba is aware of the St. Louis County Officers working in the City, however there has been no word from Chief Hayden approving the St. Louis County Officers working in the City. R. Betts stated it was a necessity to have the St. Louis County Officers working in the districts because currently the St. Louis City Officers staff is down by 200 officers.
- iii. R. Betts stated that he is looking to have the Grove signature placed under the rear side back window or side front door of the Ford SUV. Request was made for the board to preview the Grove signature before a final decision is made.
- iv. D. Bellon mentioned that he has been in the Grove on two occasions and did not see the Ford SUV patrolling Manchester. He asked the officers on duty where it was, and they didn't know about it or had no ideal concerning the Ford SUV. R. Betts stated that there are certain officers that are trained to drive the Ford SUV, their shift starts at 11:30 pm. The board wants the Ford SUV to be on the streets for all the shifts Thursday through Friday. R. Betts will make sure this happens.

- v. J. Whyte stated that MoDot and the St. Louis City Police Department is working to get the License Plate Recognition (LPR) cameras up. Once approved by the MoDot, the cameras will be networked into the St. Louis Police Department system. NSI won't have access to the LPR cameras
- b. Executive Committee - None
- c. Finance Committee:
 - i. B. Phillips read the financial reports.
- d. Marketing Committee: - None
- e. Public Service Committee: - None
- f. Nominations Committee: - None
- g. Transportation Committee:
 - i. B. Pratt noted that the transportation Committee has nothing to report and that their meeting is right after the board meeting.

6. Administrator's Report:

- a. A. Johnson updated that the transfer of the Grovesfest and Indihop to Park Central is being finalized with the lawyers. C. Schloss asked if there was a site plan for vendors coming out soon for the Grovesfest. A. Johnson responded that there would be soon, and vendors will be notified.
- b. A. Johnson gave the Grove CID an update that the lights are in and that Park Central staff is working on an installation schedule with the City. The invoice from Villa has not come in yet. The vendor that installed the tester lights, is asking for their fixtures or they will consider charging the Grove. A. Johnson assured them that once the City of St. Louis has taken down the fixtures, they will be returned.
- c. A. Johnson gave the Grove CID an update on the collection of Good Neighbors Agreements. To date the agreement has been sent to 57 businesses and 34 businesses have signed. Some businesses feel that they are good neighbors and don't need to sign and some just refuse to sign. Board members suggested a narrative to educate the businesses on what the Grove CID is doing for the community and businesses. Maybe it will help them to understand why it is important for their participation.
- d. Liquor License petition for Attitudes was tabled.
- e. A. Johnson announced that the Annual Report to the public is being created and will be presented to the board before it is published.
- f. A. Johnson informed the board that the special assessment will expire in 2018 and we will need to renew by spring 2019. Questions was asked how many years should the Grove CID apply and should the rate be increased. Board asked that Park Central staff look at what other CID's are doing.

7. Other Business:

- a. None

8. Adjournment:

- a. P. Rothschild moved for adjournment. B. Phillips second. The meeting adjourned at 11:55 PM

The Grove Community Improvement District
Balance Sheet

As of September 30, 2018

Sep 30, 18

ASSETS

Current Assets

Checking/Savings

| | |
|----------------------------|------------|
| Reliance (4124) | 99,938.00 |
| Operating (9310) | 40,418.48 |
| Sales and Use Tax (0668) | 141,838.35 |
| Special Assessments (3269) | 12,672.06 |

Total Checking/Savings 294,866.89

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 304,014.35

Fixed Assets

| | |
|---------------------------------|-----------|
| Accumulated Amort-Intangible As | -4,579.00 |
| Intangible Assets | 11,775.00 |

Total Fixed Assets 7,196.00

TOTAL ASSETS 311,210.35

LIABILITIES & EQUITY

Liabilities

Current Liabilities

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 107,516.00

Total Liabilities 107,516.00

Equity

| | |
|-------------------|------------|
| Retained Earnings | 221,883.37 |
| Net Income | -18,189.02 |

Total Equity 203,694.35

TOTAL LIABILITIES & EQUITY 311,210.35

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

| | <u>Jul - Sep 18</u> | <u>Budget</u> | <u>Jul - Sep 18</u> |
|--|---------------------|------------------|---------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| Parking Lot Revenue | 1,041.00 | 0.00 | 1,041.00 |
| Receipts | | | |
| Special Assessments | 0.00 | 21,999.99 | 0.00 |
| 2014 Special Assessments | 386.16 | | 386.16 |
| CID 1% Sales and Use Tax | 91,780.04 | 58,999.97 | 91,780.04 |
| Donations | | | |
| Security & Public Safety | 6,500.00 | 16,250.00 | 6,500.00 |
| Total Donations | <u>6,500.00</u> | <u>16,250.00</u> | <u>6,500.00</u> |
| Interest Earnings | 27.03 | | 27.03 |
| Total Receipts | <u>98,693.23</u> | <u>97,249.96</u> | <u>98,693.23</u> |
| Deferred Revenue | | | |
| Lighting Project | 0.00 | 0.00 | 0.00 |
| Total Deferred Revenue | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Total Income | <u>99,734.23</u> | <u>97,249.96</u> | <u>99,734.23</u> |
| Gross Profit | 99,734.23 | 97,249.96 | 99,734.23 |
| Expense | | | |
| Additional Parking Enhancements | | | |
| Car Share | 1,500.00 | | 1,500.00 |
| Public Parking Management | 1,050.00 | 0.00 | 1,050.00 |
| Public Park. Lot Litter Control | 0.00 | 0.00 | 0.00 |
| Total Additional Parking Enhancements | <u>2,550.00</u> | <u>0.00</u> | <u>2,550.00</u> |
| Administrative Support | | | |
| Administration | 11,250.00 | 11,250.00 | 11,250.00 |
| General Liability Insurance | 1,469.84 | 2,499.99 | 1,469.84 |
| Bank Fees and Charges | 22.00 | | 22.00 |
| Audit Services | 0.00 | 0.00 | 0.00 |
| Directors & Officers Insurance | 0.00 | 0.00 | 0.00 |
| Legal Services | 1,009.80 | 750.00 | 1,009.80 |
| Office Supplies | 0.00 | 62.49 | 0.00 |
| Postage | 0.00 | 62.49 | 0.00 |
| Reserve Funds | 0.00 | 0.00 | 0.00 |
| Total Administrative Support | <u>13,751.64</u> | <u>14,624.97</u> | <u>13,751.64</u> |
| Public Services | | | |
| Litter Control | 10,883.00 | 6,000.00 | 10,883.00 |
| Landscaping Watr/Mntnce | 2,760.00 | 2,250.00 | 2,760.00 |
| Weed Abatement | 0.00 | 375.00 | 0.00 |
| Reserve Funds | 0.00 | 0.00 | 0.00 |
| Total Public Services | <u>13,643.00</u> | <u>8,625.00</u> | <u>13,643.00</u> |
| Marketing & Special Events | | | |
| Sponsorship Expense | 19,485.00 | 0.00 | 19,485.00 |
| Advertising | 0.00 | 999.99 | 0.00 |
| Promotional Materials | 0.00 | 829.97 | 0.00 |

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

| | <u>Jul - Sep 18</u> | <u>Budget</u> | <u>Jul - Sep 18</u> |
|---|---------------------|-------------------|---------------------|
| Website & Design Services | 0.00 | 600.00 | 0.00 |
| Special Events | | | |
| Flyover Comedy Festival | 990.00 | | 990.00 |
| Manchester Bike Bash | 3,000.00 | | 3,000.00 |
| The Grove Criterium | 3,000.00 | | 3,000.00 |
| Special Events - Other | 1,980.00 | 11,340.00 | 1,980.00 |
| Total Special Events | 8,970.00 | 11,340.00 | 8,970.00 |
| Total Marketing & Special Events | 28,455.00 | 13,769.96 | 28,455.00 |
| Public Improvements | | | |
| Holiday Decorations | 0.00 | 0.00 | 0.00 |
| Grove Entry Marker Electricity | 417.11 | 450.00 | 417.11 |
| Grove Entry Markers R&M | 0.00 | 450.00 | 0.00 |
| Other Public Improvements | 0.00 | 2,430.00 | 0.00 |
| Reserve Funds | 0.00 | 0.00 | 0.00 |
| Public Improvements - Other | 0.00 | 0.00 | 0.00 |
| Total Public Improvements | 417.11 | 3,330.00 | 417.11 |
| Security & Public Safety | | | |
| Monthly Fee - Ford Explorer | 2,250.00 | 2,250.00 | 2,250.00 |
| CWE NSI | 15,000.00 | 7,500.00 | 15,000.00 |
| Thursday Security Patrols | 9,418.75 | 7,500.00 | 9,418.75 |
| Friday Security Patrols | 12,608.75 | 11,250.00 | 12,608.75 |
| Saturday Security Patrols | 12,828.75 | 11,250.00 | 12,828.75 |
| Sunday Security Patrols | 6,008.75 | 4,999.97 | 6,008.75 |
| Other Security Patrols | 0.00 | 8,749.97 | 0.00 |
| GPS Service | 0.00 | 0.00 | 0.00 |
| Public Parking Lot Fund (existi | 0.00 | 750.00 | 0.00 |
| Public Pkg lot-Litter Control | 0.00 | 870.00 | 0.00 |
| St Lighting Improvement-Elec | 1,491.50 | 750.00 | 1,491.50 |
| Reserve Funds | 0.00 | 5,740.03 | 0.00 |
| Total Security & Public Safety | 59,606.50 | 61,609.97 | 59,606.50 |
| Lighting Project Expense | 0.00 | 0.00 | 0.00 |
| Total Expense | 118,423.25 | 101,959.90 | 118,423.25 |
| Net Ordinary Income | -18,689.02 | -4,709.94 | -18,689.02 |
| Other Income/Expense | | | |
| Other Expense | | | |
| Transfer Out to Special Events | -500.00 | | -500.00 |
| Total Other Expense | -500.00 | | -500.00 |
| Net Other Income | 500.00 | | 500.00 |
| Net Income | -18,189.02 | -4,709.94 | -18,189.02 |

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

| | <u>YTD Budget</u> | <u>Annual Budget</u> |
|--|-------------------|----------------------|
| Ordinary Income/Expense | | |
| Income | | |
| Parking Lot Revenue | 0.00 | 0.00 |
| Receipts | | |
| Special Assessments | 21,999.99 | 88,000.00 |
| 2014 Special Assessments | | |
| CID 1% Sales and Use Tax | 58,999.97 | 236,000.00 |
| Donations | | |
| Security & Public Safety | 16,250.00 | 65,000.00 |
| Total Donations | <u>16,250.00</u> | <u>65,000.00</u> |
| Interest Earnings | | |
| Total Receipts | <u>97,249.96</u> | <u>389,000.00</u> |
| Deferred Revenue | | |
| Lighting Project | 0.00 | 99,360.00 |
| Total Deferred Revenue | <u>0.00</u> | <u>99,360.00</u> |
| Total Income | <u>97,249.96</u> | <u>488,360.00</u> |
| Gross Profit | 97,249.96 | 488,360.00 |
| Expense | | |
| Additional Parking Enhancements | | |
| Car Share | | |
| Public Parking Management | 0.00 | 0.00 |
| Public Park. Lot Litter Control | 0.00 | 0.00 |
| Total Additional Parking Enhancements | <u>0.00</u> | <u>0.00</u> |
| Administrative Support | | |
| Administration | 11,250.00 | 45,000.00 |
| General Liability Insurance | 2,499.99 | 10,000.00 |
| Bank Fees and Charges | | |
| Audit Services | 0.00 | 10,000.00 |
| Directors & Officers Insurance | 0.00 | 0.00 |
| Legal Services | 750.00 | 3,000.00 |
| Office Supplies | 62.49 | 250.00 |
| Postage | 62.49 | 250.00 |
| Reserve Funds | 0.00 | 0.00 |
| Total Administrative Support | <u>14,624.97</u> | <u>68,500.00</u> |
| Public Services | | |
| Litter Control | 6,000.00 | 24,000.00 |
| Landscaping Watr/Mntnce | 2,250.00 | 9,000.00 |
| Weed Abatement | 375.00 | 1,500.00 |
| Reserve Funds | 0.00 | 0.00 |
| Total Public Services | <u>8,625.00</u> | <u>34,500.00</u> |
| Marketing & Special Events | | |
| Sponsorship Expense | 0.00 | 0.00 |
| Advertising | 999.99 | 4,000.00 |
| Promotional Materials | 829.97 | 3,320.00 |

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

| | <u>YTD Budget</u> | <u>Annual Budget</u> |
|---|-------------------------|--------------------------|
| Website & Design Services | 600.00 | 2,400.00 |
| Special Events | | |
| Flyover Comedy Festival | | |
| Manchester Bike Bash | | |
| The Grove Criterium | | |
| Special Events - Other | 11,340.00 | 45,360.00 |
| Total Special Events | <u>11,340.00</u> | <u>45,360.00</u> |
| Total Marketing & Special Events | 13,769.96 | 55,080.00 |
| Public Improvements | | |
| Holiday Decorations | 0.00 | 3,500.00 |
| Grove Entry Marker Electricity | 450.00 | 1,800.00 |
| Grove Entry Markers R&M | 450.00 | 1,800.00 |
| Other Public Improvements | 2,430.00 | 9,720.00 |
| Reserve Funds | 0.00 | 0.00 |
| Public Improvements - Other | 0.00 | 0.00 |
| Total Public Improvements | <u>3,330.00</u> | <u>16,820.00</u> |
| Security & Public Safety | | |
| Monthly Fee - Ford Explorer | 2,250.00 | 9,000.00 |
| CWE NSI | 7,500.00 | 30,000.00 |
| Thursday Security Patrols | 7,500.00 | 30,000.00 |
| Friday Security Patrols | 11,250.00 | 45,000.00 |
| Saturday Security Patrols | 11,250.00 | 45,000.00 |
| Sunday Security Patrols | 4,999.97 | 20,000.00 |
| Other Security Patrols | 8,749.97 | 35,000.00 |
| GPS Service | 0.00 | 0.00 |
| Public Parking Lot Fund (existi | 750.00 | 3,000.00 |
| Public Pkg lot-Litter Control | 870.00 | 3,480.00 |
| St Lighting Improvement-Elec | 750.00 | 3,000.00 |
| Reserve Funds | 5,740.03 | 22,960.00 |
| Total Security & Public Safety | <u>61,609.97</u> | <u>246,440.00</u> |
| Lighting Project Expense | 0.00 | 99,360.00 |
| Total Expense | <u>101,959.90</u> | <u>520,700.00</u> |
| Net Ordinary Income | <u>-4,709.94</u> | <u>-32,340.00</u> |
| Other Income/Expense | | |
| Other Expense | | |
| Transfer Out to Special Events | | |
| Total Other Expense | | |
| Net Other Income | | |
| Net Income | <u><u>-4,709.94</u></u> | <u><u>-32,340.00</u></u> |

RESOLUTION NO. 2018-07

A RESOLUTION OF THE GROVE COMMUNITY IMPROVEMENT DISTRICT AUTHORIZING THE CLOSURE OF TWO ACCOUNTS AND TO TRANSFER FUNDS TO THE GROVE OPERATING ACCOUNT.

WHEREAS, the Board of Directors (the “Board”) of the Grove Community Improvement District (the “District”) wishes to authorize its Treasurer and/or Chairman, on behalf of the District, to close two bank accounts and, as may be necessary and appropriate, to provide for the transfer of such funds in another account; and

WHEREAS, at a duly noticed meeting of the Board, convened at 11:00 a.m., at 4512 Manchester Suite 100, St. Louis, MO 63110, at which was present a quorum of the directors, the Board took the action further described herein.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Grove Community Improvement District, as follows:

1. The Treasurer and/or the Chairman of the District are hereby authorized, on behalf of the District, to close account ending #4828 (GroveFest) located at Commerce Bank and account ending #0790 (World Naked Bike Ride) located at Commerce Bank and within them any such sub-account or sub-accounts.
2. The Treasurer, the Chairman or the Treasurer or Chairman’s authorized representative, is authorized, on behalf of the District, to establish new accounts, funds or trust funds and within them any such sub-account or sub-accounts as the Treasurer and/or the Chairman may, in his or her sole discretion, deem necessary or appropriate, and to transfer and deposit the funds from the two accounts closed herein to the new account or accounts established, to provide for the orderly deposit and safe keeping of such funds, with the execution and delivery of such documents and the taking of such actions by the Treasurer or the Chairman, or the Treasurer or Chairman’s representative, being conclusive evidence of the necessity and propriety thereof.
3. This Resolution shall be in full force and effect immediately from and after its adoption.
4. The sections, paragraphs, sentences, clauses and phrases of this Resolution shall be severable. In the event that any such section, paragraph, sentence, clause or phrase of this Resolution is found by a court of competent jurisdiction to be invalid, the remaining portions of this Resolution are valid, unless the court finds the valid portions of the Resolution are so essential to and inseparably connected with and dependent upon the void portion that it cannot be presumed that the Board of Directors has enacted the valid portions without the void ones, or unless the court finds that the valid portions, standing alone, are incomplete and are incapable of being executed in accordance with the legislative intent.

Adopted this 8th day of October, 2018.

_____, Chairman

ATTEST:

_____, Secretary