



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

**November 12th, 2018 at 11:00 a.m.  
at 4512 Manchester Avenue  
St. Louis, MO 63110**

**NOTICE & PROPOSED AGENDA**

**TAKE NOTICE** that on November 12th, 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 October 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
    - i. Recommendation for Special Assessment
    - ii. Chroma Lot
    - iii. Enterprise CarShare Program
6. Administrator's Report
  - a. Informational
    - i. Street Closure Requests
7. Other Business
  - a. Resolutions 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: 11-8-2018**

• **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**  
**October 8, 2018: 11:00 AM**  
**At 4512 Manchester, St. Louis, MO 63110**

**Board Members Present:** Kelly Kenter, Brian Phillips, Jack Baumstark, Pete Rothschild, Chip Schloss, Don Bellon, Brian Pratt, Austin Barzantny, Tom Boldt, Guy Slay

**Board Members Absent:** Mike Feulner

**Others in Attendance:** Ashley Johnson, Annette Pendilton (Park Central Development) James Whyte (CWE Neighborhood Security Initiatives) Ron Coleman (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 September 10, 2018 Minutes:**

- a. J. Baumstark motioned to approve the September 10, 2018 Minutes. T. Boldt second the motion. All in favor, motioned passes.

**3. Chairs Report:** None

**4. Public Comments and Questions:** None

**5. Committee Reports:**

- a. Safety and Security Committee

- J. Whyte presented the September security and crime statistics report. Total Crime is up 1.4%.

- J. Whyte announced that the camera contract was awarded to Dynamic Controls, Inc. Installation of cameras will begin in two weeks. There will be 45 cameras installed at 11 sites in the neighborhood.

- b. Executive Committee - None

- c. Finance Committee:

- i. B. Phillips read the financial reports.

- ii. A. Johnson updated that she is trying to get a confirmation from the City of St. Louis of when the Special Assessment expires. We have documentation showing it expires in 2019 but the City have a different date.

- d. Marketing Committee: - None

- e. Public Service Committee: - None

- f. Nominations Committee: - None

- g. Transportation Committee: - None

**6. Administrator's Report:**

- a. Special Events - A. Johnson stated that GroveFest was a success. The transfer contract for the Grovefest and Indihop to Park Central is finalized and ready to be signed.

A Abdullah thanked the Grove CID for their support to GroveFest.

- b. Grove CID Lighting Project - A. Johnson stated that the lights have been shipped and are currently being held at Villa garage. The City is asking that the lights be delivered to their warehouse. K. Kenter stated that was not the agreement. The City agreed to pick-up the lights as needed from Villa. R. Coleman stated that Deonna told Matt Green from the beginning that the lights should be delivered to the City. K. Kenter noted that he may have an email confirming the agreement and will follow up with Deonna.
- c. Good Neighbors Agreement - A. Johnson said that Sameem signed in August. We are still doing our due diligence in reaching out to businesses to get them to sign. There are a couple of businesses that don't feel they need to sign the agreement to be a good neighbor.
- d. Informational – A. Johnson gave an update on new businesses in the Grove.
- e. Graffiti – A. Johnson stated that Park Central has gotten reports of illegal tagging/graffiti on one of the signal boxes. A. Johnson will reach out to Grace, the artist, to find out what it would cost to repair. A. Johnson asked to report any illegal tagging to herself, Jim Whyte or The City's Finest.

A Johnson updated that Grace has been contacted by the owner of Tempus restaurant, concerning the mural on the side of their building located at Newstead and Manchester. Their construction requires a side door which will be on the side where the "Grooving in the Grove" mural is located. The options are to work around the current mural or the restaurant will work with Grace to put a new mural in its place. Grace wants to get feedback from the Grove CID concerning the mural. The board is asking for the restaurant owner to present their suggestions to the next meeting.

A Johnson was informed by Grace that some murals need to be refresh. Board is requesting that Grace develop a schedule with costs.

- f. A Johnson presented a draft of the public annual report for the Grove CID. Because of time, board members had to leave and asked that she email a copy for everyone to give input.

**7. Other Business:**

- a. None

**8. Adjournment:**

- a. Meeting adjourned at 12:05 PM

## **The Grove Community Improvement District**

### **Notes to October 31, 2018 Financial Reports**

- 1  
October bank statements are not yet available. These financial reports include all deposits and checks through October 31, except for any electronic deposits or payments. Those will be entered when the bank statements are reconciled.
- 2  
All audit adjustments for prior years through 6/30/17 have been recorded on the internal books for The Grove CID. The auditors are working on the 6/30/18 audit at this time.
- 3  
Lighting improvements that are planned in the Grove have not yet been completed. Lighting Associates has provided a firm cost of \$99,360 for these improvements. Payment will be made when the lighting components (which are made to order) are completed. This is expected to happen within the next month or two. The cost of \$99,360 has been reserved in the Grove bank account - which is the Reliance (4124) account on the balance sheet. We have accrued that cost in June of 2018, since it was planned to be a project completed during this fiscal year. The expense is recorded in Other Public Improvements on the Profit & Loss Statement, and in Accrued Liabilities on the Balance Sheet.
- 4  
The Balance Sheet includes \$2,646 in Other Accounts Receivable. This is from a 6/30/17 adjustment to record accrued parking lot revenue at the end of the fiscal year. The auditors are reviewing 6/30/18 now, and will adjust this amount again as a result.

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

	<u>Oct 31, 18</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Reliance (4124)	99,936.00
Operating (9310)	3,997.77
Sales and Use Tax (0668)	159,783.75
Special Assessments (3269)	14,545.50
<b>Total Checking/Savings</b>	<u>278,263.02</u>
<b>Accounts Receivable</b>	
Other Accounts Receivable	2,646.00
<b>Total Accounts Receivable</b>	<u>2,646.00</u>
<b>Other Current Assets</b>	
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
<b>Total Other Current Assets</b>	<u>6,501.46</u>
<b>Total Current Assets</b>	<u>287,410.48</u>
<b>Fixed Assets</b>	
Accumulated Amort-Intangible As	(4,579.00)
Intangible Assets	11,775.00
<b>Total Fixed Assets</b>	<u>7,196.00</u>
<b>TOTAL ASSETS</b>	<u><u>294,606.48</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Deferred Inflows of Resources	8,156.00
Accrued Liabilities	99,360.00
<b>Total Other Current Liabilities</b>	<u>107,516.00</u>
<b>Total Current Liabilities</b>	<u>107,516.00</u>
<b>Total Liabilities</b>	107,516.00
<b>Equity</b>	
Retained Earnings	221,883.37
Net Income	(34,792.89)
<b>Total Equity</b>	<u>187,090.48</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>294,606.48</u></u>

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

	<u>Jul - Oct 18</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Parking Lot Revenue</b>	1,041.00	0.00	0.00
<b>Receipts</b>			
<b>Special Assessments</b>	1,876.44	29,333.32	88,000.00
<b>2014 Special Assessments</b>	386.16		
<b>CID 1% Sales and Use Tax</b>	109,707.90	78,666.64	236,000.00
<b>Donations</b>			
<b>Security &amp; Public Safety</b>	6,500.00	32,500.00	65,000.00
<b>Total Donations</b>	6,500.00	32,500.00	65,000.00
<b>Interest Earnings</b>	47.57		
<b>Total Receipts</b>	118,518.07	140,499.96	389,000.00
<b>Deferred Revenue</b>			
<b>Lighting Project</b>	0.00	99,360.00	99,360.00
<b>Total Deferred Revenue</b>	0.00	99,360.00	99,360.00
<b>Total Income</b>	119,559.07	239,859.96	488,360.00
<b>Gross Profit</b>	119,559.07	239,859.96	488,360.00
<b>Expense</b>			
<b>Additional Parking Enhancements</b>			
<b>Car Share</b>	2,000.00		
<b>Public Parking Management</b>	1,050.00	0.00	0.00
<b>Total Additional Parking Enhancements</b>	3,050.00	0.00	0.00
<b>Administrative Support</b>			
<b>Administration</b>	11,250.00	22,500.00	45,000.00
<b>General Liability Insurance</b>	2,204.76	3,333.36	10,000.00
<b>Bank Fees and Charges</b>	68.00		
<b>Audit Services</b>	0.00	5,000.00	10,000.00
<b>Legal Services</b>	1,851.30	1,000.00	3,000.00
<b>Office Supplies</b>	0.00	83.32	250.00
<b>Postage</b>	0.00	83.32	250.00
<b>Total Administrative Support</b>	15,374.06	32,000.00	68,500.00
<b>Public Services</b>			
<b>Litter Control</b>	16,833.00	8,000.00	24,000.00
<b>Landscaping Watr/Mntnce</b>	2,950.00	3,000.00	9,000.00
<b>Weed Abatement</b>	0.00	500.00	1,500.00
<b>Total Public Services</b>	19,783.00	11,500.00	34,500.00

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

	<u>Jul - Oct 18</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Marketing &amp; Special Events</b>			
Sponsorship Expense	24,727.50	0.00	0.00
Advertising	19.92	1,333.32	4,000.00
Promotional Materials	0.00	1,106.64	3,320.00
Website & Design Services	0.00	800.00	2,400.00
<b>Special Events</b>			
Flyover Comedy Festival	1,653.30		
Manchester Bike Bash	3,000.00		
The Grove Criterium	3,000.00		
Special Events - Other	3,000.00	15,120.00	45,360.00
<b>Total Special Events</b>	<u>10,653.30</u>	<u>15,120.00</u>	<u>45,360.00</u>
<b>Total Marketing &amp; Special Events</b>	<u>35,400.72</u>	<u>18,359.96</u>	<u>55,080.00</u>
<b>Public Improvements</b>			
Holiday Decorations	0.00	0.00	3,500.00
Grove Entry Marker Electricity	563.79	600.00	1,800.00
Grove Entry Markers R&M	0.00	600.00	1,800.00
Other Public Improvements	0.00	3,240.00	9,720.00
<b>Total Public Improvements</b>	<u>563.79</u>	<u>4,440.00</u>	<u>16,820.00</u>
<b>Security &amp; Public Safety</b>			
Monthly Fee - Ford Explorer	2,250.00	3,000.00	9,000.00
CWE NSI	22,500.00	15,000.00	30,000.00
Thursday Security Patrols	14,135.00	10,000.00	30,000.00
Friday Security Patrols	16,252.50	15,000.00	45,000.00
Saturday Security Patrols	15,152.50	15,000.00	45,000.00
Sunday Security Patrols	7,933.75	6,666.64	20,000.00
Other Security Patrols	0.00	11,666.64	35,000.00
Public Parking Lot Fund (existi	0.00	1,000.00	3,000.00
Public Pkg lot-Litter Control	0.00	1,160.00	3,480.00
St Lighting Improvement-Elec	1,956.64	1,000.00	3,000.00
Reserve Funds	0.00	7,653.36	22,960.00
<b>Total Security &amp; Public Safety</b>	<u>80,180.39</u>	<u>87,146.64</u>	<u>246,440.00</u>
Lighting Project Expense	0.00	99,360.00	99,360.00
<b>Total Expense</b>	<u>154,351.96</u>	<u>252,806.60</u>	<u>520,700.00</u>
<b>Net Ordinary Income</b>	<u>(34,792.89)</u>	<u>(12,946.64)</u>	<u>(32,340.00)</u>
<b>Net Income</b>	<u><u>(34,792.89)</u></u>	<u><u>(12,946.64)</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 \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
\_\_\_\_\_, Chairman

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_, Secretary