



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

**December 10th, 2018 at 11:00 a.m.
at 4512 Manchester Avenue
St. Louis, MO 63110**

NOTICE & PROPOSED AGENDA

TAKE NOTICE that on December 10th, 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 November 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
 - d. Marketing Committee
 - e. Public Services Committee
 - f. Nominations Committee
 - i. Committee Resignation
 - g. Transportation Committee
 - i. Chroma Lot
 - ii. Enterprise CarShare
6. Administrator's Report
7. Other Business
 - a. Annual Report
 - b. Insurance Renewal
 - c. Assessment

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: 12-6-2018

• **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
November 12, 2018: 11:00 AM
At 4512 Manchester, St. Louis, MO 63110**

Board Members Present: Kelly Kenter, Brian Phillips, Mike Feulner, Chip Schloss, Brian Pratt, Tom Boldt

Board Members Absent: Pete Rothschild, Jack Baumstark, Don Bellon, Austin Barzantny, Guy Slay

Others in Attendance: Ashley Johnson, Annette Pendilton (Park Central Development) James Whyte (CWE Neighborhood Security Initiatives), 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 October 8, 2018 Minutes:

- a. B. Phillips motioned to approve the October 8, 2018 Minutes. B. Pratt second the motion. All in favor, motion passes.

3. Chairs Report: None

4. Public Comments and Questions: None

5. Committee Reports:

- a. Safety and Security Committee

J. Whyte presented the October security and crime statistics report. Total Crime is down 6.3%. Total person crime is up 133% and total property crime is down 31%.

J. Whyte announced that the camera project will start Monday, November 19 and should be completed in four to five weeks.

R. Betts stated that The City's Finest is right on budget with a surplus of \$3,000 to date.

- b. Executive Committee - None

- c. Finance Committee:

- i. B. Phillips read the financial reports.
- ii. A. Johnson confirmed from the attorney that the Special Assessment expires in 2019. The board has a year and a half to decide how to go forward.

- d. Marketing Committee: - None

- e. Public Service Committee: - None

- f. Nominations Committee: - None

- g. Transportation Committee:

- i. The Transportation Committee is suggesting renewing the Special Assessment for 20 years.
- ii. Transportation committee is asking the board to activate the Chroma lot for parking in the Grove. The agreement will consist of keeping lot clean, have

Clayton Valet to attend the lot, and insurance. The agreement is to be set up like Archway except for a rental fee. B. Pratt stated that the Chroma lot can be used in the interim.

- iii. A. Johnson updated the board that the Enterprise Car Share numbers are low and is not being utilized. The board decides not to renew agreement which expires January 1, 2019.

6. Administrator's Report:

- a. Grove Lighting project - A. Johnson updated that K. Kenter and T. Boldt met with the streets department with the City of St. Louis and it was agreed that Villa Lighting will ship the lights to the city in groups at no charge. The City will be responsible for any damage or loss to the lights. A. Johnson is trying to set up a time for the first delivery.
- b. Water Tower – Shane Scott with iStorage reached out to A. Johnson asking if the Grove CID would partner to do a project on the water tower. The tower is not in the footprint of the neighborhood.
- c. Murals – A. Johnson updated that the restaurant moving into 4370 Manchester, will replace the “Grovin’ on the Grove” mural. They are asking Grace and the Boys & Girls Club to paint the mural. Looking to see if “Grovin’ on the Grove” mural can be repainted somewhere else in the Grove. Grove will fund the relocation of the mural.
- d. Mural touch ups and Light signal boxes – Mural touch up will be discussed to put into the 2019-2020’s budget. Need a schedule from Grace on mural upgrades to expense out in future budgets. Board agreed to have the graffiti removed from signal boxes.
- e. Good Neighbors Agreement - A. Johnson said there are no updates on signatures.
- f. Holiday Decorations – A. Johnson did an inventory of decorations in the warehouse. She is suggesting purchasing new wreaths and bows. If the banner still looks good, to put it on the fence of Jack’s lot and change the color of the globe lights. Once we get the cost of the wreaths, bows, and installation, send an email vote to board members.
- g. Street Closures – A. Johnson updated the board that street closures for the Forest Park Southeast neighborhood process will change and go before the Forest Park Southeast Development Committee for a letter of support to close streets. The Grove CID would also like to be included in the process for street closures.

7. Other Business:

- a. Resolution 2018-07 – A resolution to close the Grove Fest and World Naked Bike Ride Commerce Bank accounts because of inactivity.
B. Pratt motioned to adopt Resolution 2018-07 to close both accounts. C. Schloss second. Motion passes, all approved.
- b. K. Kenter mentioned that it is important for board members to attend board meetings. T. Boldt asked to have the last 12 months of attendance records be emailed to him.

8. Adjournment:

- a. Meeting adjourned at 12:02 PM

The Grove Community Improvement District

Notes to November 30, 2018 Financial Reports

- 1 November bank statements are not yet available. These financial reports include all deposits and checks through November 30, 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 The invoice for \$99,360 from Villa has been paid and cleared the bank in October. The Grove bank account - which is the Reliance (4124) account on the balance sheet has a balance of \$574.
- 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 November 30, 2018

Nov 30, 18

ASSETS

Current Assets

Checking/Savings

Reliance (4124)	574.00
Operating (9310)	16,264.01
Sales and Use Tax (0668)	161,514.18
Special Assessments (3269)	4,816.12

Total Checking/Savings 183,168.31

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 192,315.77

Fixed Assets

Accumulated Amort-Intangible As (4,579.00)

Intangible Assets 11,775.00

Total Fixed Assets 7,196.00

TOTAL ASSETS 199,511.77

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Deferred Inflows of Resources 8,156.00

Total Other Current Liabilities 8,156.00

Total Current Liabilities 8,156.00

Total Liabilities 8,156.00

Equity

Retained Earnings 221,883.37

Net Income (30,527.60)

Total Equity 191,355.77

TOTAL LIABILITIES & EQUITY 199,511.77

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

	<u>Jul - Nov 18</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense			
Income			
Parking Lot Revenue	1,041.00	0.00	0.00
Receipts			
Special Assessments	2,536.22	36,666.69	88,000.00
CID 1% Sales and Use Tax	126,413.42	98,333.31	236,000.00
Donations			
Security & Public Safety	22,750.00	32,500.00	65,000.00
Total Donations	22,750.00	32,500.00	65,000.00
Interest Earnings	75.48		
Total Receipts	151,775.12	167,500.00	389,000.00
Deferred Revenue			
Lighting Project	0.00	99,360.00	99,360.00
Total Deferred Revenue	0.00	99,360.00	99,360.00
Total Income	152,816.12	266,860.00	488,360.00
Gross Profit	152,816.12	266,860.00	488,360.00
Expense			
Additional Parking Enhancements			
Car Share	2,500.00		
Public Parking Management	1,050.00	0.00	0.00
Total Additional Parking Enhancements	3,550.00	0.00	0.00
Administrative Support			
Administration	22,500.00	22,500.00	45,000.00
General Liability Insurance	2,939.68	4,166.69	10,000.00
Bank Fees and Charges	79.00		
Audit Services	6,000.00	10,000.00	10,000.00
Legal Services	1,897.20	1,250.00	3,000.00
Office Supplies	0.00	104.19	250.00
Postage	0.00	104.19	250.00
Total Administrative Support	33,415.88	38,125.07	68,500.00
Public Services			
Litter Control	16,833.00	10,000.00	24,000.00
Landscaping Watr/Mntnce	3,550.00	3,750.00	9,000.00
Weed Abatement	0.00	625.00	1,500.00
Total Public Services	20,383.00	14,375.00	34,500.00
Marketing & Special Events			
Sponsorship Expense	24,727.50	0.00	0.00
Advertising	469.92	1,666.69	4,000.00
Promotional Materials	0.00	1,383.31	3,320.00
Website & Design Services	0.00	1,000.00	2,400.00
Special Events			
Flyover Comedy Festival	1,653.30		
Manchester Bike Bash	3,000.00		
The Grove Criterium	3,000.00		

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

	<u>Jul - Nov 18</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Special Events - Other	3,000.00	18,900.00	45,360.00
Total Special Events	<u>10,653.30</u>	<u>18,900.00</u>	<u>45,360.00</u>
Total Marketing & Special Events	35,850.72	22,950.00	55,080.00
Public Improvements			
Holiday Decorations	1,808.39	3,500.00	3,500.00
Grove Entry Marker Electricity	716.37	750.00	1,800.00
Grove Entry Markers R&M	0.00	750.00	1,800.00
Other Public Improvements	0.00	4,050.00	9,720.00
Total Public Improvements	<u>2,524.76</u>	<u>9,050.00</u>	<u>16,820.00</u>
Security & Public Safety			
Monthly Fee - Ford Explorer	2,250.00	3,750.00	9,000.00
CWE NSI	22,500.00	15,000.00	30,000.00
Thursday Security Patrols	15,661.25	12,500.00	30,000.00
Friday Security Patrols	18,713.75	18,750.00	45,000.00
Saturday Security Patrols	16,740.63	18,750.00	45,000.00
Sunday Security Patrols	8,566.25	8,333.31	20,000.00
Other Security Patrols	750.00	14,583.31	35,000.00
Miscellaneous	15.81		
Public Parking Lot Fund (existi	0.00	1,250.00	3,000.00
Public Pkg lot-Litter Control	0.00	1,450.00	3,480.00
St Lighting Improvement-Elec	2,421.67	1,250.00	3,000.00
Reserve Funds	0.00	9,566.69	22,960.00
Total Security & Public Safety	<u>87,619.36</u>	<u>105,183.31</u>	<u>246,440.00</u>
Lighting Project Expense	<u>0.00</u>	<u>99,360.00</u>	<u>99,360.00</u>
Total Expense	<u>183,343.72</u>	<u>289,043.38</u>	<u>520,700.00</u>
Net Ordinary Income	<u>(30,527.60)</u>	<u>(22,183.38)</u>	<u>(32,340.00)</u>
Net Income	<u><u>(30,527.60)</u></u>	<u><u>(22,183.38)</u></u>	<u><u>(32,340.00)</u></u>