



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

**July 8th, 2019 at 11:00 a.m.
at 4512 Manchester Avenue
St. Louis, MO 63110**

NOTICE & PROPOSED AGENDA

TAKE NOTICE that on July 8th, 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 Previous Month 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
 - d. Marketing Committee
 - i. RFP
 - e. Public Services Committee
 - f. Nominations Committee
6. Administrator's Report
 - a. Grove CID Ball Lights - Update
 - b. Grove Sign - Update
 - c. Lighting Project
 - d. New Business
 - e. District Cleaning
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: 7-3-2019

• **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
June 10, 2019 at 11:00 AM
at 4512 Manchester, St. Louis, MO 63110**

Board Members Present: B. Phillips, K. Kenter, T. Boldt, J. Baumstark, D. Bellon, P. Rothschild, B. Pratt

Board Members Absent: Austin Bartzany, G. Slay, C. Schloss, M. Feulner

Others in Attendance: Ashley Johnson and Annette (Park Central Development) Rob Betts (The City's Finest)

Public in Attendance: Dan Scott, Forest Park Southeast Neighborhood Association

1. Call to Order:

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

2. Approval of April 8, 2019 Minutes:

- a. T. Boldt motioned to approve the April 8, 2019 Minutes. J. Baumstark second the motion. All in favor, motion passes.

3. Chairs Report: -None

4. Public Comments and Questions: Dan Scott with the Forest Park Southeast Neighborhood Association is requesting a donation from the Grove CID for the neighborhood. A. Johnson will send him an application for donation request.

5. Committee Reports:

a. Safety and Security Committee

- i. Central West End Neighborhood Security J. Whyte was not available.
 - A. Safety and Security Report
 - a. As of May 2019, compared to May 2018, total crime is up 9.09%. Property crime is up 55%. Person crime is down 61.54%.
- ii. The City's Finest
 - A. Safety and Security Report
 - a. R. Betts gave updates. There is a \$2,000 surplus compared to budget.

b. Executive Committee:

K. Kenter updated:

- Wholesale Affidavits
- Approved Luke Henson as member to the Safety and Security committee
- The NSI and TCF contracts both expire June 30, 2019 and are pending review by the Safety and Security Committee
- Approval of 2019-2020 Budget
- Discussed assessment petitions, renewal is coming
- Grove Sign repairs

c. Finance Committee:

B. Phillips gave an update on the financials and the budget

B. Phillips motioned to approve the 2019-2020 Grove Budget. T. Boldt seconded. Motion passes all in favor.

d. Marketing Committee: A. Johnson gave an update for the committee. They are meeting regularly and looking to streamline digital media foot print. Will be requesting bids for potential contractors to help with the project.

e. Public Service Committee: -None

f. Nominations Committee: -None

6. Administrator's Report:

a. Grove CID Ball Lights – Executive Committee approved Zimmerman to repair the globe lights.

b. Grove Sign – insurance has approved the claim, currently working with DeMond Signs to repair sign.

c. Lighting Project – The City is trying to make the double head lights into a single head. They are working with Lighting Associates to assist with this issue. A. Johnson's contact person with the City has been unreachable. A. Johnson reached out to Ron Coleman to get assistance from the City.

K. Kenter suggested that the City use the extra poles that were ordered to replace the double head lights. K. Kenter and T. Boldt will go to the City to discuss the light installation.

D. Bellon wants to know if TCF could inventory the LED lights for outages so they can be reported to the City.

7. Other Business: - None

8. Adjournment:

a. Meeting adjourned at 11:25 am.

The Grove Community Improvement District

Notes to June 30, 2019 Financial Reports

- 1
June bank statements are not yet available. These financial reports include all deposits and checks through June 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 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.
- 4
The Balance Sheet also includes \$8,156 Deferred Inflow of Resources. This was also from a 6/30/17 adjustment by the auditors. The auditors are reviewing 6/30/18 now, so this amount will likely be adjusted when the audit is finalized.

The Grove Community Improvement District
Balance Sheet
 As of June 30, 2019

	<u>Jun 30, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
Reliance (4124)	971.00
Operating (9310)	59,308.14
Sales and Use Tax (0668)	248,905.32
Special Assessments (3269)	<u>17,432.28</u>
Total Checking/Savings	326,616.74
Accounts Receivable	
Other Accounts Receivable	<u>2,646.00</u>
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	<u>709.00</u>
Total Other Current Assets	<u>6,501.46</u>
Total Current Assets	335,764.20
Fixed Assets	
Accumulated Amort-Intangible As	(4,579.00)
Intangible Assets	<u>11,775.00</u>
Total Fixed Assets	<u>7,196.00</u>
TOTAL ASSETS	<u><u>342,960.20</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	<u>43,193.22</u>
Total Accounts Payable	43,193.22
Other Current Liabilities	
Deferred Inflows of Resources	<u>8,156.00</u>
Total Other Current Liabilities	<u>8,156.00</u>
Total Current Liabilities	<u>51,349.22</u>
Total Liabilities	51,349.22
Equity	
Retained Earnings	221,883.37
Net Income	<u>69,727.61</u>
Total Equity	<u>291,610.98</u>
TOTAL LIABILITIES & EQUITY	<u><u>342,960.20</u></u>

The Grove Community Improvement District
Profit & Loss Budget Performance
June 2019

	<u>Jun 19</u>	<u>Budget</u>	<u>Jul '18 - Jun 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
Parking Lot Revenue	0.00		1,486.00	0.00	0.00
Other Types of Income					
Miscellaneous Revenue	0.00		440.21		
Total Other Types of Income	0.00		440.21		
Receipts					
Special Assessments	2,558.04	7,333.33	99,280.08	88,000.00	88,000.00
2015 Special Assessments	451.72		903.30		
CID 1% Sales and Use Tax	31,561.87	19,666.67	293,632.46	236,000.00	236,000.00
Donations					
Security & Public Safety	0.00	0.00	55,250.00	65,000.00	65,000.00
Total Donations	0.00	0.00	55,250.00	65,000.00	65,000.00
Interest Earnings	0.00		278.58		
Total Receipts	34,571.63	27,000.00	449,344.42	389,000.00	389,000.00
Deferred Revenue					
Lighting Project	0.00		0.00	99,360.00	99,360.00
Total Deferred Revenue	0.00		0.00	99,360.00	99,360.00
Total Income	34,571.63	27,000.00	451,270.63	488,360.00	488,360.00
Gross Profit	34,571.63	27,000.00	451,270.63	488,360.00	488,360.00
Expense					
Additional Parking Enhancements					
Car Share	0.00		4,500.00		
Public Parking Mgmt-Jaruba	750.00		3,300.00	0.00	0.00
Total Additional Parking Enhancements	750.00		7,800.00	0.00	0.00
Administrative Support					
Administration-Park Central	0.00	0.00	36,250.00	45,000.00	45,000.00
General Liability Insurance	0.00	833.33	11,380.70	10,000.00	10,000.00
Bank Fees and Charges	0.00		185.00		
Audit Services	0.00		9,888.00	10,000.00	10,000.00
Legal Services	0.00	250.00	4,188.85	3,000.00	3,000.00
Office Supplies	0.00	20.83	1,036.09	250.00	250.00
Postage	0.00	20.83	82.50	250.00	250.00
Total Administrative Support	0.00	1,124.99	63,011.14	68,500.00	68,500.00
Public Services					
Litter Control	1,750.00	2,000.00	22,758.00	24,000.00	24,000.00
Miscellaneous	0.00		200.00		
Landscaping	0.00	750.00	6,703.34	9,000.00	9,000.00
Weed Abatement	0.00	125.00	1,400.00	1,500.00	1,500.00
Total Public Services	1,750.00	2,875.00	31,061.34	34,500.00	34,500.00
Marketing & Special Events					
Sponsorship Expense	0.00	0.00	25,394.16	0.00	0.00
Advertising	0.00	333.33	469.92	4,000.00	4,000.00
Promotional Materials	0.00	276.67	0.00	3,320.00	3,320.00
Website & Design Services	0.00	200.00	0.00	2,400.00	2,400.00
Special Events					
Flyover Comedy Festival	0.00		3,000.00		
Manchester Bike Bash	1,000.00		4,000.00		
The Grove Criterium	0.00		3,000.00		
RFT Music Showcase	5,000.00		15,000.00		
Special Events - Other	0.00	3,780.00	1,940.00	45,360.00	45,360.00
Total Special Events	6,000.00	3,780.00	26,940.00	45,360.00	45,360.00
Total Marketing & Special Events	6,000.00	4,590.00	52,804.08	55,080.00	55,080.00

The Grove Community Improvement District
Profit & Loss Budget Performance
June 2019

	<u>Jun 19</u>	<u>Budget</u>	<u>Jul '18 - Jun 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Public Improvements					
Holiday Decorations	0.00		3,308.39	3,500.00	3,500.00
Grove Entry Marker Electricity	0.00	150.00	1,722.37	1,800.00	1,800.00
Grove Entry Markers R&M	12,272.00	150.00	(5,598.00)	1,800.00	1,800.00
Other Public Improvements	0.00	810.00	300.00	9,720.00	9,720.00
Total Public Improvements	<u>12,272.00</u>	<u>1,110.00</u>	<u>(267.24)</u>	<u>16,820.00</u>	<u>16,820.00</u>
Security & Public Safety					
Monthly Fee - Ford Explorer	750.00	750.00	9,000.00	9,000.00	9,000.00
CWE NSI					
Spectrum (Camera/Internet)	0.00		3,171.19		
CWE NSI - Other	0.00	0.00	37,500.00	30,000.00	30,000.00
Total CWE NSI	<u>0.00</u>	<u>0.00</u>	<u>40,671.19</u>	<u>30,000.00</u>	<u>30,000.00</u>
Thursday Security Patrols	1,086.25	2,500.00	44,440.00	30,000.00	30,000.00
Friday Security Patrols	1,705.00	3,750.00	49,376.25	45,000.00	45,000.00
Saturday Security Patrols	2,048.75	3,750.00	46,358.13	45,000.00	45,000.00
Sunday Security Patrols	1,223.75	1,666.67	27,417.50	20,000.00	20,000.00
Other Security Patrols	0.00	2,916.67	2,316.88	35,000.00	35,000.00
Miscellaneous	0.00		15.81		
Public Parking Lot Fund (existi	0.00	250.00	0.00	3,000.00	3,000.00
Public Pkg lot-Litter Control	1,125.00	290.00	8,825.00	3,480.00	3,480.00
St Lighting Improvement-Elec	463.52	250.00	5,633.04	3,000.00	3,000.00
Reserve Funds	0.00	1,913.33	0.00	22,960.00	22,960.00
Total Security & Public Safety	<u>8,402.27</u>	<u>18,036.67</u>	<u>234,053.80</u>	<u>246,440.00</u>	<u>246,440.00</u>
Lighting Project Expense	0.00		(1,300.60)	99,360.00	99,360.00
Total Expense	<u>29,174.27</u>	<u>27,736.66</u>	<u>387,162.52</u>	<u>520,700.00</u>	<u>520,700.00</u>
Net Ordinary Income	<u>5,397.36</u>	<u>(736.66)</u>	<u>64,108.11</u>	<u>(32,340.00)</u>	<u>(32,340.00)</u>
Other Income/Expense					
Other Income					
Transfer In from Special Events	0.00		5,619.50		
Total Other Income	<u>0.00</u>		<u>5,619.50</u>		
Net Other Income	<u>0.00</u>		<u>5,619.50</u>		
Net Income	<u><u>5,397.36</u></u>	<u><u>(736.66)</u></u>	<u><u>69,727.61</u></u>	<u><u>(32,340.00)</u></u>	<u><u>(32,340.00)</u></u>