



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

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

NOTICE & PROPOSED AGENDA

TAKE NOTICE that on November 11th, 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
 - i. Safety and Security RFP
 - ii. CID Expansion
 - c. Finance Committee
 - d. Marketing Committee
 - i. Website
 - e. Public Services Committee
 - f. Nominations Committee
6. Administrator's Report
 - a. Grove Sign/Ball Lights - Update
 - b. Public Annual Report
 - c. Board Appointments
7. Other Business

This meeting is open to the public; provided, however, that a portion of the meeting may be closed pursuant to Section 610.021 RSMo with explicit notice of the reason for closure.

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: 11-7-2019

Time: 10:30 AM

• **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 14, 2019 at 11:00 AM
at 4512 Manchester, St. Louis, MO 63110**

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

Board Members Absent: A. Barzantny

Others in Attendance: T. Telnikova (Marketing committee); K. Bellon (Chao Baan); J. Whyte (NSI); R. Betts (TCF); K. Oberle and A. Graham (Park Central Development)

1. Call to Order:

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

2. Approval of September 9, 2019 Minutes:

- a. J. Baumstark motioned to approve the 9/9/2019 minutes, T. Boldt seconded. Majority in favor—approved.

3. Chairs Report & Announcement of the Order of Business: None

4. Public Comments and Questions: None

5. Committee Reports:

- a. Safety and Security Committee: J. Whyte reported that the Security interviews will be held October 23 in K. Kenter's office. GroveFest had no incidents within the CID boundary. There was one car jacking near the footprint, and the car was recovered. Total crime is up due to the increase in property crime, especially larceny. J. Whyte will break down if the crimes are happening during patrol hours. R. Betts reported that many crimes are happening during non-patrol hours in the very early morning. There was a suggestion for the parking lot behind Rehab to have more lighting and only open one entrance. R. Betts recommends increasing the safety and security budget to increase the number of patrol officers on Friday and Saturday night. He recommends the bars hiring secondary officers as well.
- b. Executive Committee: K. Kenter thanked P. Rothschild for his service on the Executive Committee. The Safety and security interviews will only include the Executive Committee, PCD administration, and J. Whyte. The CID expansion map and property owner list will be distributed to the full Board.
- c. Finance Committee:
 - i. B. Phillips reviewed the financials. He reviewed the audit, recommending that administration ensure that the Board is notified if there are any delays in the future. PCD will send completed audit to Board.
- d. Marketing Committee:
 - i. The Committee recommends Billy Thompson for one of the empty committee seats. B. Phillips motioned to approve Billy Thompson for the Marketing Committee. J. Baumstark seconded. P. Rothschild voted against approval. Majority in favor—approved.
 - ii. The Committee would like to update the website on the back-end to improve ease-of-use for administration and the public.

e. Public Service Committee:

- i. The Committee would like to update the street furniture—planters and trash cans. They will come back with a formal proposal in another meeting.
- ii. T. Telnikova asked about the tree stumps within the grates on the sidewalk. She was directed to notify the City.

f. Nominations Committee:

- i. The Committee would like to nominate B. Pratt for Secretary. B. Phillips motioned to approve B. Pratt. J. Baumstark seconded the motion. Majority in favor—approved.
- ii. G. Slay motioned for T. Telnikova to be approved as a Board member. J. Baumstark seconded. Majority in favor—approved.
- iii. B. Pratt asked about the process for T. Telnikova to take over as the second Board member on the Marketing Committee. He verbally resigned at the meeting.

6. Administrator's Report:

- a. Grove Sign/Ball Lights – Update: K. Oberle updated the Board on the progress of the Grove signs and ball lights. Sue DeMond is still in possession of the western Grove sign, they are waiting for the engineer report to begin working on repairs. The eastern Grove sign will need an engineering report before the support structures are fixed. The Board requested PCD ask Piro if the same engineering report can be used for both signs. PCD should inform the Board of who is in possession of the insurance check for the western sign.

7. Other Business:

- a. Fence surrounding the construction at Sarah and Manchester: Pedestrians are forced to walk in the street, and it is very unsafe. There should be complaints filed to the City. PCD to contact Ron Coleman to ask about the permitting.
- b. Liquor Licenses on Sundays: Check in with Ron Coleman about a list of businesses with liquor licenses, what type and time frame they have, and when the license expires to plan for security patrols.

8. Adjournment: Meeting adjourned at 11:42 AM.

Grove CID
Balance Sheet
As of October 31, 2019

	Total
ASSETS	
Current Assets	
Bank Accounts	
Bill.com Money Out Clearing	0.00
IndiHop (4467)	0.00
Operating (9310)	52,424.56
Reliance (4124)	962.00
Sales and Use Tax (0668)	153,824.82
Special Assessments (3269)	2,407.28
Total Bank Accounts	\$ 209,618.66
Accounts Receivable	
Accounts Receivable - SE	0.00
Other Accounts Receivable	1,041.00
Sales Tax Receivable	10,916.32
Total Accounts Receivable	\$ 11,957.32
Other Current Assets	
CID Assmt Rec CY14	943.00
CID Assmt Rec CY15	1,056.00
CID Assmt Rec CY16	1,257.00
CID Assmt Rec CY17	2,660.00
Due to From Special Events	6,787.46
Prepaid Expenses	2,848.00
Receivables	0.00
Total Other Current Assets	\$ 15,551.46
Total Current Assets	\$ 237,127.44
Fixed Assets	
Accum Depr - Furn & Equip	0.00
Accumulated Amort-Intangible As	-4,579.00
Construction in Process	0.00
Furniture and Equipment	0.00
Intangible Assets	4,579.00
Total Fixed Assets	\$ 0.00
TOTAL ASSETS	\$ 237,127.44
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	21,844.00
Total Accounts Payable	\$ 21,844.00
Credit Cards	
Reliance Credit Card	0.00

Total Credit Cards	\$ 0.00
Other Current Liabilities	
Accrued Liabilities	0.00
Deferred Inflows of Resources	6,957.00
Unearned/Deferred Revenue	0.00
Total Other Current Liabilities	\$ 6,957.00
Total Current Liabilities	\$ 28,801.00
Total Liabilities	\$ 28,801.00
Equity	
Fund Balance	-10,447.00
Opening Balance Equity	5,619.50
Retained Earnings*	213,920.19
Net Income	-766.25
Total Equity	\$ 208,326.44
TOTAL LIABILITIES AND EQUITY	\$ 237,127.44

Wednesday, Nov 06, 2019 02:16:41 PM GMT-8 - Cash Basis

Grove CID
Budget vs. Actuals: FY_2019_2020 - FY20 P&L
July - October, 2019

	Oct. Actual	Oct. Budget	Jul - Oct Actual	Jul - Oct Budget	2019-2020 Budget
Income					
Encumbered Funds					
WUMC Security Donation		5,416.67	9,750.00	21,666.68	65,000.00
Total Encumbered Funds	0.00	5,416.67	\$ 9,750.00	\$ 21,666.68	\$ 65,000.00
Other Types of Income					
Miscellaneous Revenue			151.66		0.00
Total Other Types of Income	0.00	0.00	\$ 151.66	\$ 0.00	\$ 0.00
Receipts					
2015 Special Assessments			451.85		
CID 1% Sales and Use Tax	21,268.30	20,500.00	99,650.39	82,000.00	246,000.00
Interest Earnings	29.06		700.43		
Special Assessments		7,750.00		31,000.00	93,000.00
Total Receipts	21,297.36	28,250.00	\$ 100,802.67	\$ 113,000.00	\$ 339,000.00
Total Income	21,297.36	33,666.67	\$ 110,704.33	\$ 134,666.68	\$ 404,000.00
Gross Profit	21,297.36	33,666.67	\$ 110,704.33	\$ 134,666.68	\$ 404,000.00
Expenses					
Additional Parking Enhancements					
Public Park. Lot Litter Control*	2,575.00	650.00	4,875.00	2,600.00	7,800.00
Public Parking Mgmt-Jaruba		250.00	750.00	1,000.00	3,000.00
Total Additional Parking Enhancements	\$ 2,575.00	\$ 900.00	\$ 5,625.00	\$ 3,600.00	\$ 10,800.00
Administrative Support					
Administration-Park Central*	11,250.00	3,750.00	20,440.40	15,000.00	45,000.00
Audit Services		833.33		3,333.32	10,000.00
Bank Fees and Charges	15.00		63.00		
General Liability Insurance*	2,981.58	833.33	5,272.32	3,333.32	10,000.00
Legal Services*	837.90	250.00	1,132.90	1,000.00	3,000.00
Miscellaneous*	128.38		128.38		
Postage		41.67		166.68	500.00
Total Administrative Support	\$ 15,212.86	\$ 5,708.33	\$ 27,037.00	\$ 22,833.32	\$ 68,500.00
Lighting Project Expense			2,100.00		
Marketing & Advertisement*			450.00		
Marketing & Special Events					
Advertising		333.33		1,333.32	4,000.00
Promotional Materials		125.00		500.00	1,500.00
Sponsorship Expense*	10,000.00	3,955.00	37,000.00	15,820.00	47,460.00
Website & Design Services	1,250.00	389.17	1,000.00	1,556.68	4,670.00
Total Marketing & Special Events	\$ 11,250.00	\$ 4,802.50	\$ 38,000.00	\$ 19,210.00	\$ 57,630.00
Public Improvements					
Grove Entry Marker Electricity*	132.47	150.00	385.71	600.00	1,800.00
Grove Entry Markers R&M		350.00		1,400.00	4,200.00

Holiday Decorations		291.67		1,166.68	3,500.00
Other Public Improvements		405.83	3,800.60	1,623.32	4,870.00
Total Public Improvements	\$ 132.47	\$ 1,197.50	\$ 4,186.31	\$ 4,790.00	\$ 14,370.00
Public Services					
Landscaping*			4,000.00		
Litter Control*		1,950.00	6,100.00	7,800.00	23,400.00
Planter Watering		445.00		1,780.00	5,340.00
Weed Abatement*	350.00	125.00	1,050.00	500.00	1,500.00
Total Public Services	\$ 350.00	\$ 2,520.00	\$ 11,150.00	\$ 10,080.00	\$ 30,240.00
Security & Public Safety					
CWE NSI*	7,500.00	2,500.00	15,800.00	10,000.00	30,000.00
Spectrum (Camera/Internet)*	521.77	700.00	1,421.53	2,800.00	8,400.00
Total CWE NSI*	\$ 8,021.77	\$ 3,200.00	\$ 17,221.53	\$ 12,800.00	\$ 38,400.00
Friday Security Patrols*	5,265.00	5,607.60	20,877.50	22,430.40	67,291.25
Genetec Softward Maintenance		450.00		1,800.00	5,400.00
Hardware Replacement		666.67		2,666.68	8,000.00
Monthly Fee - Ford Explorer*	750.00	750.00	3,750.00	3,000.00	9,000.00
OT- Add'l Holdiays		755.63		3,022.52	9,067.50
Public Pkg lot-Litter Control*		0.00	650.00		
Saturday Security Patrols*	4,972.50	4,609.58	22,836.25	18,438.32	55,315.00
Service Hours		936.00		3,744.00	11,232.00
St Lighting Improvement-Elec*			1,457.40		
Sunday Security Patrols*	3,867.50	2,698.85	11,025.00	10,795.40	32,386.25
Thursday Security Patrols*	5,768.75	4,177.60	17,910.00	16,710.40	50,131.25
Tuesday Security Patrols			650.00		
Wednesday Security Patrols			260.00		
Total Security & Public Safety	\$ 28,645.52	\$ 23,851.93	\$ 96,637.68	\$ 95,407.72	\$ 286,223.25
Unapplied Cash Bill Payment Expense			0.00		0.00
Total Expenses	\$ 58,165.85	\$ 38,980.26	\$ 185,185.99	\$ 155,921.04	\$ 467,763.25
Net Operating Income	-\$ 36,868.49	-\$ 5,313.59	-\$ 74,481.66	-\$ 21,254.36	-\$ 63,763.25
Net Income	-\$ 36,868.49	-\$ 5,313.59	-\$ 74,481.66	-\$ 21,254.36	-\$ 63,763.25

Grove CID
Funds Transfer Detail
10/01/19 to 10/31/19

Vendor Name	Invoice #	Disbursement #	Due Date	Foreign Amount	Amount (USD)	Bank Account	SentPay ID
10/02/19	PROCESS DATE						
Husch Blackwell	2762825	37269965	09/16/19		\$ 720.00	Commerce *****9310	stp01AFWMZUHRE1wbk8m
			Subtotal:		\$ 720.00		
10/04/19	PROCESS DATE						
A T Building	1246	016XNNLVK16YGAL	10/01/19		\$ 3,053.38	Commerce *****9310	stp01FGOKNVHKV1wgyh7
Spectrum-formerly	0024300092519		11/16/19		\$ 521.77	Commerce *****9310	stp01XTPEBNUCV1wgyj1
			Subtotal:		\$ 3,575.15		
10/09/19	PROCESS DATE						
Park .Central	2019-10-15	016UGSNXF174Q9A	10/15/19		\$ 11,250.00	Commerce *****9310	stp01PNSVIJINT1vqv68
			Subtotal:		\$ 11,250.00		
10/16/19	PROCESS DATE						
Ameren Missouri- 405209.30.19		37651878	09/30/19		\$ 69.02	Commerce *****9310	stp01OVYIXARBY1x1gsa
Ameren Missouri- 451009.30.19		37660792	09/30/19		\$ 13.57	Commerce *****9310	stp01TLOCBLNQB1x1gsd
Ameren Missouri- 924 10.02.19		37629409	10/02/19		\$ 49.88	Commerce *****9310	stp01DAZTKUFDJ1x1gsh
CWE Neighborhood 3135		37716436	10/01/19		\$ 7,500.00	Commerce *****9310	stp01VDFVLFVKX1x3qy2
The City's Finest, LLC* INV-2218		37705992	09/30/19		\$ 6,321.25	Commerce *****9310	stp01MFLZHQCCM1x1gs5
The City's Finest, LLC* INV-2192		37705992	09/15/19		\$ 7,133.75	Commerce *****9310	stp01MFLZHQCCM1x1gs5
West Bend Mutual Ins 09.30.19		37652727	09/30/19		\$ 763.58	Commerce *****9310	stp01PHYPWOKGI1x1gsf
			Subtotal:		\$ 21,851.05		

Vendor Name	Invoice #	Disbursement #	Due Date	Foreign Amount	Amount (USD)	Bank Account	SentPay ID
10/21/19	PROCESS DATE						
Husch Blackwell	2771768		10/07/19		\$ 117.90	Commerce *****9310	stp01HNKOAESOZ1xd7z9
Sara Graham	10.07.19	37793526	10/07/19		\$ 1,000.00	Commerce *****9310	stp01SWSGRHMEZ1xd7z8
			Subtotal:		\$ 1,117.90		
10/24/19	PROCESS DATE						
Park .Central	2019-01	016DGFIRR17NJ6T	10/09/19		\$ 10,000.00	Commerce *****9310	stp01EHGBLYUW1xjswn
			Subtotal:		\$ 10,000.00		

