



**BOARD OF DIRECTORS MEETING  
TO BE HELD**

**February 12, 2024, at 11:00 a.m.  
4512 Manchester Ave, Suite 100, St. Louis, MO 63110**

**NOTICE & PROPOSED AGENDA**

**TAKE NOTICE** that on February 12, 2024, at 11:00 a.m. at 4512 Manchester Ave, Ste. 100, 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 Minutes
3. Chairs Report & Announcement of the Order of Business
  - a. **Attendance Policy**
4. Public Comments & Questions (limited to 5 minutes per speaker)
  - a. Good Company Introduction
  - b. Green Dining Alliance
5. Administrator's Report
  - a. Park Central Development's Admin Report
6. Committee Reports:
  - a. **Safety and Security Committee (Kelly Spencer)**
    - i. Safety & Security Reports – (2<sup>nd</sup> District Patrol, NSI + TCF)
    - ii. Gramophone Lot Security Adjustment Request
    - iii. Committee Meeting Recap
  - b. **Executive & Finance Committees (Kelly Kenter)**
    - i. Monthly Financials – Review
    - ii. Graffiti Removal Policy – Discussion
  - c. **Public Service Committee (Guy Slay)**
    - i. Bollard Proposal – Discussion
  - d. **Marketing Committee Update**
    - i. New Marketing Intern Introduction – Alexis Qualls
    - ii. Park Central's Marketing Work Plan Proposal
    - iii. Social Media Calendar Review (February 2024)
  - e. **Nominations Committee Update**
    - i. Replacement of Matt Bauer
7. District Updates – Ron Coleman
8. Sponsorship Requests
  - i. None
9. Other Business
10. Closed Session
11. Adjourn

**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: 2/9/2024 – 6:30 PM**

**• The Grove Community Improvement District •**

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

[www.thegrovestl.com/](http://www.thegrovestl.com/)

The Grove Community Improvement District Board of Directors  
Meeting Minutes

January 8, 2024

Board Members Present: Kelly Kenter, Don Bellon, Guy Slay, Kelly Spencer, Kimberly Smith-Drake, Tatyana Telnikova, Sal Martinez

Board Members Absent: Sheryl Myers, Fahime Mohammed, Sal Martinez, Will Essner

Others Present: Brian James and David Wright (Park Central), Alderman M Browning, K Ponzar (Marketing Committee), R Betts (TCF)

1. The meeting was called to order at 11:04am
2. **Minutes:** The December meeting minutes were approved via e-vote before the meeting.
3. **Chair Report & Announcement of the Order of Business**
  - a. K Kenter welcomed everyone to the first meeting of the calendar year.
4. **Public Comment:** None.
5. **Safety and Security Committee Report:**
  - a. R Betts from TCF went over the December and 2023 calendar year reporting.
  - b. He reviewed some generally downward trending crime statistics, while reporting on specific instances that TCF responded to in December.
  - c. A few directors asked clarifying questions about some of the instances as well as data reporting, with R Betts answering.
  - d. K Spencer noted that she and B James are awaiting responses from the City.
6. **Executive and Finance Committee Report:**
  - a. K Kenter went over the executive and finance committee updates.
  - b. K Kenter provided an overview of the insurance update. G Slay forwarded the motion to approve the updated policy; K Spencer seconded the motion. All in favor – motion carries.
  - c. B James noted that he has put together a list of power washing companies for removing graffiti.
  - d. K Kenter provided an overview of the financials and current status of sales tax income. K Spencer made a motion to approve the monthly financials; K Smith-Drake seconded the motion. All in favor – motion carries.
7. **Public Service Committee Report:**
  - a. B James presented an updated proposal for landscaping, having passed the public service and executive committees. K Spencer made a motion to approve the proposal; S Martinez seconded the motion. Six in favor (Yes- K Smith-Drake, S Martinez, K Kenter, K Spencer, T Telnikova, G Slay; No- D Bellon) – motion carries.
  - b. B James presented on some potential ideas to replace the globe lights. M Browning noted that he has heard some feedback about the brightness of the lights and trying to make sure pedestrians are safe. G Slay added that the brightness was originally due to making sure cameras could pick up any activity.
  - c. K Kenter requested that B James put together a policy for who can hang lights up on the columns that will remain after the globe lights come down.
8. **Marketing Committee Report:**
  - a. B James reminded everyone to submit potential social media posts for the calendar by the 15<sup>th</sup> of the preceding month. K Spencer encouraged everyone (particularly the

The Grove Community Improvement District Board of Directors  
Meeting Minutes

marketing committee and future marketing intern) to be diligent about posting relevant material.

- b. B James noted that he is hopeful to have hired a marketing intern for the Grove by the next Board meeting.

**9. Nominations Committee Report:**

- a. K Kenter noted how he and T Telnikova met, with applications still incoming.

**10. Neighborhood Improvement Specialist Report:** Ron Coleman was not present and passed along notes to B James, with no specific updates.

**11. Sponsorship Requests:**

- a. No new requests.

**12. Other Business:**

- a. Alderman Browning noted that he is hoping to have emergency demolition of the buildings on Kingshighway completed relatively soon.

**13. New Business:**

- a. None.

**14. Adjournment:** The meeting was adjourned at 11:38pm. K Spencer made a motion to adjourn; S Martinez seconded the motion. All in favor – motion carries.

Respectfully Submitted:

David Wright, Commercial Corridor Manager at Park Central Development.

# JOIN the Green Dining Alliance

## GDA CORE CONCEPTS

💡 Recycle 💡 Ban Styrofoam 💡 Phase in efficient lighting 💡 Set goals for waste reduction + diversion 💡 Share baseline data with GDA 💡 Train + educate staff about waste diversion



## The Green Dining Alliance,

an initiative of earthday365, is committed to working with restaurants in the St. Louis region to reduce their environmental impact. The GDA puts a strong emphasis on reducing, recycling, and composting restaurant waste, operating facilities with energy efficiency, water conservation, education and awareness, and sourcing sustainable food, to-go ware, and cleaning supplies.



## WHY JOIN THE GDA?

The Green Dining Alliance offers customized, easily implemented strategies to help minimize your environmental impact, meeting you where you are and guiding you along your sustainability journey with cost-effective solutions.

## GET CERTIFIED IN 4 EASY STEPS!

- 1 Commit to the Core Concepts.
- 2 Schedule a GDA on-site evaluation.
- 3 Score at least 100 points on the GDA audit.
- 4 Pay membership fee (\$250/first year, \$200/subsequent years).

## VALUE

**Certification means validation:** Our third-party certification program proves you are working towards a sustainable future.

**Marketing:** We promote your hard work to the community through *Sauce Magazine*, *Healthy Planet*, newsletters, and social media.

**Tools & resources:** We do the research to find the best products and services for the environment so you don't have to.

**Financial assistance for sustainable practices:** We help you access grant funding for composting and plastic waste reduction.

**Consultation:** The GDA provides an in-depth report with targeted strategies to help reduce your impact.

**Education and networking:** The GDA does training for staff and provides opportunities to network with like-minded businesses in St. Louis.



earthday365  
4125 Humphrey St. | St. Louis, MO 63116

Ben@earthday-365.org  
636.248.2217

    
@GreenDiningSTL

**Grove CID**  
**Balance Sheet Comparison**  
As of January 31, 2024

	Total	
	As of Jan 31, 2024	As of Jan 31, 2023 (PY)
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Bank Accounts</b>		
1072 Bill.com Money Out Clearing	0.16	0.00
Operating (9310)	0.00	88,194.89
Reliance (4124)	0.00	0.00
Sales and Use Tax (0668)	26,036.97	382,992.71
Simmons - Grove 8418	107,773.53	
Simmons 2861 Grove CID Savings	21,633.69	
Special Assessments (3269)	0.00	0.00
X MO CD 0018 - 2	102,994.13	
X MO CD 0019 - 2	102,979.52	
X Mo CD 0020 - 2	102,678.77	
<b>Total Bank Accounts</b>	<b>\$ 464,096.77</b>	<b>\$ 471,187.60</b>
<b>Accounts Receivable</b>		
Accounts Receivable - SE	0.00	0.00
Other Accounts Receivable	0.00	0.00
Sales Tax Receivable	0.00	0.00
<b>Total Accounts Receivable</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Other Current Assets</b>		
CID Assmt Rec CY14	0.00	0.00
CID Assmt Rec CY15	0.00	0.00
CID Assmt Rec CY16	0.00	0.00
CID Assmt Rec CY17	0.00	0.00
Due to From Special Events	0.00	0.00
Prepaid Expenses	0.00	0.00
Receivables	0.00	0.00
<b>Total Other Current Assets</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Total Current Assets</b>	<b>\$ 464,096.77</b>	<b>\$ 471,187.60</b>
<b>Fixed Assets</b>		
15000 Furniture and Equipment	0.00	0.00
Accum Depr - Furn & Equip	0.00	0.00
Accumulated Amort-Intangible As	-11,775.00	-11,775.00
Construction in Process	0.00	0.00
Intangible Assets	11,775.00	11,775.00
<b>Total Fixed Assets</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>TOTAL ASSETS</b>	<b>\$ 464,096.77</b>	<b>\$ 471,187.60</b>
<b>LIABILITIES AND EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		

<b>Accounts Payable</b>			
20000 Accounts Payable	7,498.97		-1,228.65
<b>Total Accounts Payable</b>	<b>\$ 7,498.97</b>	<b>-\$</b>	<b>1,228.65</b>
<b>Credit Cards</b>			
Reliance Credit Card	0.00		0.00
<b>Total Credit Cards</b>	<b>\$ 0.00</b>	<b>\$</b>	<b>0.00</b>
<b>Other Current Liabilities</b>			
25800 Unearned/Deferred Revenue	0.00		0.00
Accrued Liabilities	0.00		0.00
Deferred Inflows of Resources	0.00		0.00
<b>Total Other Current Liabilities</b>	<b>\$ 0.00</b>	<b>\$</b>	<b>0.00</b>
<b>Total Current Liabilities</b>	<b>\$ 7,498.97</b>	<b>-\$</b>	<b>1,228.65</b>
<b>Total Liabilities</b>	<b>\$ 7,498.97</b>	<b>-\$</b>	<b>1,228.65</b>
<b>Equity</b>			
30000 Opening Balance Equity	8,122.97		5,620.00
32000 Retained Earnings	483,062.69		450,234.20
Fund Balance	0.00		0.00
Net Income	-34,587.86		16,562.05
<b>Total Equity</b>	<b>\$ 456,597.80</b>	<b>\$</b>	<b>472,416.25</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 464,096.77</b>	<b>\$</b>	<b>471,187.60</b>

Tuesday, Feb 06, 2024 03:12:51 PM GMT-8 - Accrual Basis

# Grove CID

## Profit and Loss

### January 31, 2024

Total

	Act Jan 2024	Actual YTD	Budget YTD	FY 2024 Budget
<b>Income</b>				
40000 Revenue			0.00	0.00
40100 CID 1% Sales and Use Tax	38,111.48	276,363.07	221,666.69	380,000.04
40150 Special Assessments	15,410.66	26,377.48	80,000.00	80,000.00
40200 Interest Earnings		7,616.66		
<b>Total 40000 Revenue</b>	<b>\$ 53,522.14</b>	<b>\$ 310,357.21</b>	<b>\$ 301,666.69</b>	<b>\$ 460,000.04</b>
<b>Total Income</b>	<b>\$ 53,522.14</b>	<b>\$ 310,357.21</b>	<b>\$ 301,666.69</b>	<b>\$ 460,000.04</b>
<b>Gross Profit</b>	<b>\$ 53,522.14</b>	<b>\$ 310,357.21</b>	<b>\$ 301,666.69</b>	<b>\$ 460,000.04</b>
<b>Expenses</b>				
<b>60100 Administrative Support</b>				
60110 Administration-Park Central	13,920.00	41,760.00	38,010.00	50,680.00
60115 Postage/Office Supplies	34.92	34.92		
60130 Directors & Officers Insurance			22,000.00	22,000.00
60135 General Liability Insurance	7,665.00	7,665.00		
60140 Audit Services		8,500.00	8,500.00	8,500.00
60150 Legal Services			2,333.31	3,999.96
60170 Storage Facility	97.00	831.00	693.00	1,188.00
Administrative Services				
<b>Total 60100 Administrative Support</b>	<b>\$ 21,716.92</b>	<b>\$ 58,790.92</b>	<b>\$ 71,536.31</b>	<b>\$ 86,367.96</b>
<b>60200 Marketing</b>				
60220 Website & Design Services	1,495.00	11,409.34	9,450.00	16,200.00
Print Media Advertising	450.00	450.00		
Sponsorship Expense				
<b>Total 60200 Marketing</b>	<b>\$ 1,945.00</b>	<b>\$ 11,859.34</b>	<b>\$ 9,450.00</b>	<b>\$ 16,200.00</b>
60270 Sponsorships		59,666.66	40,833.31	69,999.96
<b>60300 Public Improvements</b>				
60310 Grove Signs Electricity	397.43	1,592.45	1,750.00	3,000.00
60315 Street Lighting Impr-Electricit	416.47	2,916.54	3,208.31	5,499.96
60320 Grove Signs Repairs & Mnt	6,800.00	10,900.91	2,916.62	4,999.92
60325 Holiday Decorations	750.00	750.00		
60330 Other Public Improvements		10,760.00		
<b>Total 60300 Public Improvements</b>	<b>\$ 8,363.90</b>	<b>\$ 26,919.90</b>	<b>\$ 7,874.93</b>	<b>\$ 83,499.84</b>
<b>60400 Public Services</b>				
60410 Litter Control	3,900.00	37,079.67	30,916.62	52,999.92
60420 Landscaping		8,275.00	2,625.00	4,500.00
<b>Total 60400 Public Services</b>	<b>\$ 3,900.00</b>	<b>\$ 45,354.67</b>	<b>\$ 33,541.62</b>	<b>\$ 57,499.92</b>
<b>60500 Security &amp; Public Safety</b>				
60515 Cameras		1,322.08	2,916.62	4,999.92
60530 Thursday Security Patrols	3,293.75	41,673.75	30,712.50	52,650.00
60531 Friday Security Patrols	4,523.75	41,360.00	30,712.50	52,650.00

<b>60532 Saturday Security Patrols</b>	4,702.50	34,010.00	30,712.50	52,650.00
<b>60533 Sunday Security Patrols</b>	4,180.00	33,345.00	30,712.50	52,650.00
<b>60534 Other Security Patrols</b>	640.00	853.75		
<b>60535 Patrols at Gramophone</b>	1,530.00	11,255.00		
<b>Total 60500 Security &amp; Public Safety</b>	<b>\$ 18,870.00</b>	<b>\$ 163,819.58</b>	<b>\$ 125,766.62</b>	<b>\$ 215,599.92</b>
<b>Uncategorized Expense</b>		167.88		
<b>Total Expenses</b>	<b>\$ 54,795.82</b>	<b>\$ 366,578.95</b>	<b>\$ 289,002.79</b>	<b>\$ 459,167.64</b>
<b>Net Operating Income</b>	<b>-\$ 1,273.68</b>	<b>-\$ 56,221.74</b>	<b>\$ 12,663.90</b>	
<b>Other Income</b>				
<b>Transfer In from Special Events</b>		21,633.88		
<b>Total Other Income</b>	<b>\$ 0.00</b>	<b>\$ 21,633.88</b>	<b>\$ 0.00</b>	
<b>Net Other Income</b>	<b>\$ 0.00</b>	<b>\$ 21,633.88</b>	<b>\$ 0.00</b>	<b>\$ 832.40</b>
<b>Net Income</b>	<b>-\$ 1,273.68</b>	<b>-\$ 34,587.86</b>	<b>\$ 12,663.90</b>	<b>\$ 832.40</b>

Tuesday, Feb 06, 2024 03:16:45 PM GMT-8 - Accrual Basis



**Grove CID**  
**Revenue Sals and Use Taxes**

	<b>2023</b>	<b>2024</b>	<b>Variance</b>
<b>Jan-24</b>	32,390.07	58,952.93	26,562.86
<b>YTD</b>	32,390.07	58,952.93	26,562.86

\* Dec totals are from Nov Sales

**FISCAL YEAR**

<b>Year</b>	<b>1st Quarter</b>	<b>2nd Quarter</b>	<b>3rd Quarter</b>	<b>4th Quarter</b>	<b>Yearly Collections</b>
<b>2019</b>	\$ 91,780	\$ 61,282	\$ 67,851	\$ 72,719	\$ 293,632
<b>2020</b>	\$ 78,382	\$ 68,760	\$ 89,738	\$ 70,304	\$ 307,184
<b>2021</b>	\$ 78,045	\$ 72,475	\$ 56,620	\$ 63,789	\$ 270,928
<b>2022</b>	\$ 131,337	\$ 85,612	\$ 85,193	\$ 108,614	\$ 410,756
<b>2023</b>	\$ 106,886	\$ 101,811	\$ 98,507	\$ 144,821	\$ 452,025
<b>2024</b>	\$ 129,338	\$ 108,913	\$ 97,064		

**CALENDAR YEAR**

<b>Year</b>	<b>1st Quarter</b>	<b>2nd Quarter</b>	<b>3rd Quarter</b>	<b>4th Quarter</b>	<b>Yearly Collections</b>
<b>2019</b>	\$ 67,851	\$ 72,719	\$ 78,382	\$ 68,760	\$ 287,712
<b>2020</b>	\$ 89,738	\$ 70,304	\$ 78,045	\$ 72,475	\$ 312,581
<b>2021</b>	\$ 56,620	\$ 63,789	\$ 131,337	\$ 85,612	\$ 339,378
<b>2022</b>	\$ 85,193	\$ 108,614	\$ 106,886	\$ 101,811	\$ 402,503
<b>2023</b>	\$ 98,507	\$ 144,821	\$ 129,338	\$ 108,913	\$ 481,580
<b>2024</b>	\$ 97,064				

DATE . . . . . 5-Feb-24

**CITYWIDE SIDEWALK FY'22 & 23**

Estimate of Work for: **Ward 9 - Grove District Pedestrian Safety Bollards**

	<u>ITEM</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>ESTIMATED QUANTITY</u>	<u>PLAN AMOUNT</u>
1	02020-1	Type 1 Barricade-Ea.	\$0.64	250	\$160.00
12	02220-4C	Removal of Concrete Sidewalk, Over 200 S.F.	\$2.42	520	\$1,258.40
19	02220-9	Concrete Sawcut, L.F.	\$8.93	80	\$714.40
55	02800-2C	P.C.C. Sidewalk Exposed Aggregate, Over 200 S.F.	\$9.82	520	\$5,106.40
58	02800-5	Exposed Aggr. Sidewalk Sealer-S.F.	\$0.20	520	\$104.00
106	JSP-2	8" Steel Pipe Bollards, Std. Detail-Ea.	\$191.30	15	\$2,869.50
108	SP-1	Paint Bollards, E.A.	\$175.00	15	\$2,625.00
120	99999	Authorized Contingency Work-L.S.	\$1,162.30	1	\$1,162.30
			Estimated Cost . . . . .		<u>\$14,000.00</u>

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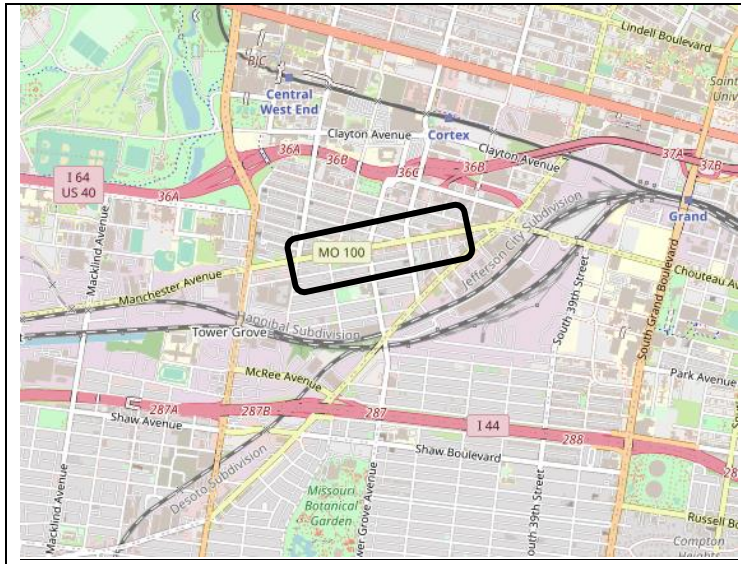
# WARD CAPITAL IMPROVEMENT PROJECT INITIATION

## Basic Infrastructure Report

---

Ward - Alderman: 9 - Michael Browning  
Date Requested: 9/13/23  
Project Name: Manchester (Grove) - Pedestrian Safety Bollards  
R#: \_\_\_\_\_

### Project Vicinity:



Ward Liaison Prepared: Andrew Riganti Date: 10/31/2023  
BPS Program Manager Review: Stephanie Doss

### Description of proposed improvements (type, size and location):

- Install fifteen (15) new 8" Concrete Filled Steel Pipe Bollards along Manchester in The Grove at the following locations (and shown on the following pages):

- 4229 Manchester (Arco NW) - 3
- 4266 Manchester (Tower Grove SE) - 4
- 4267 Manchester (Tower Grove NE) - 4
- 4300 Manchester (Tower Grove - SW) - 1
- 4353 Manchester (S Newstead - NE) - 3

### Additional Notes:

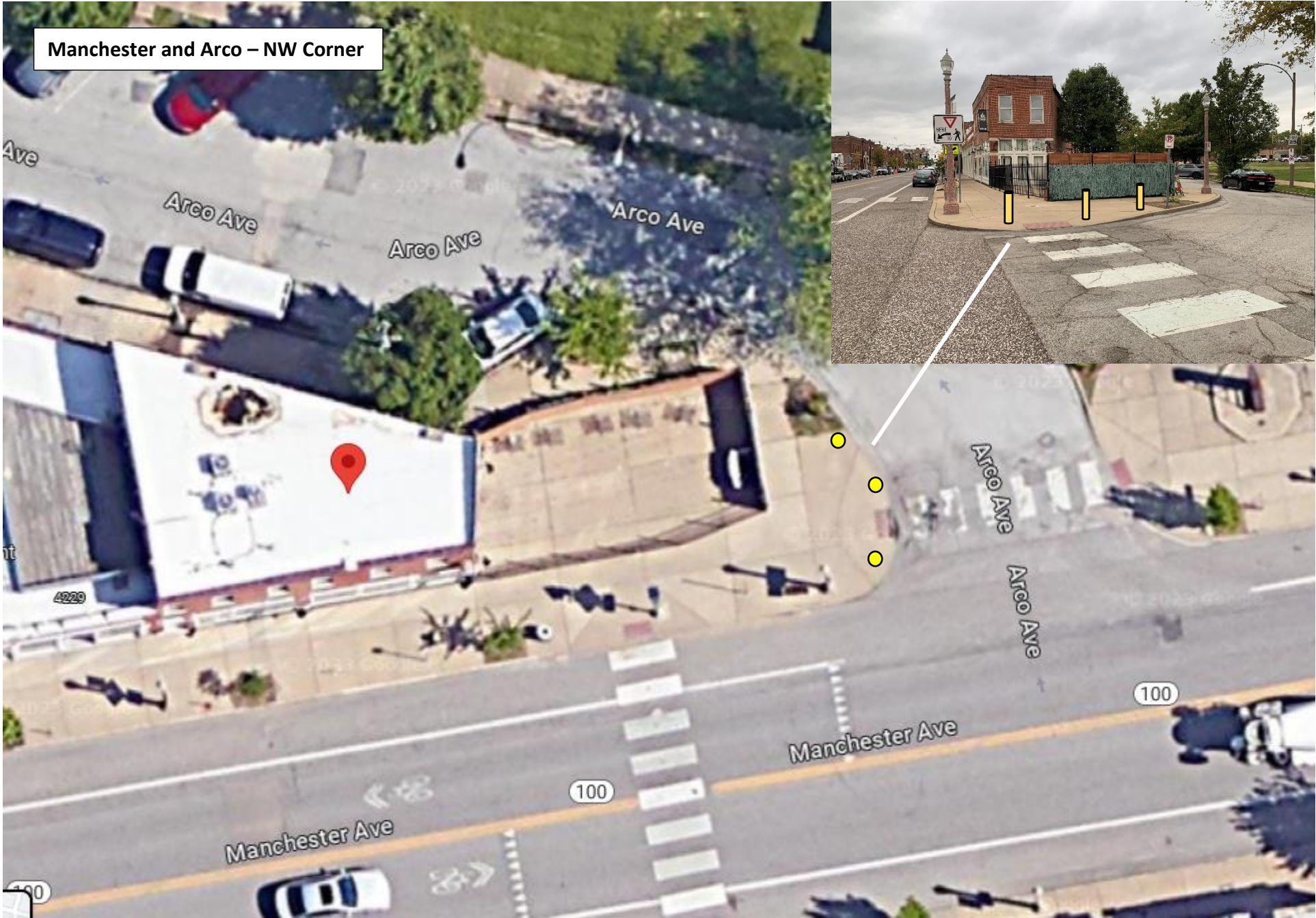
- Bollards to be painted yellow.

### Attached:

- Pictures (4)
- Standard Typical Bollard Specification

Funding Source(s): TBD

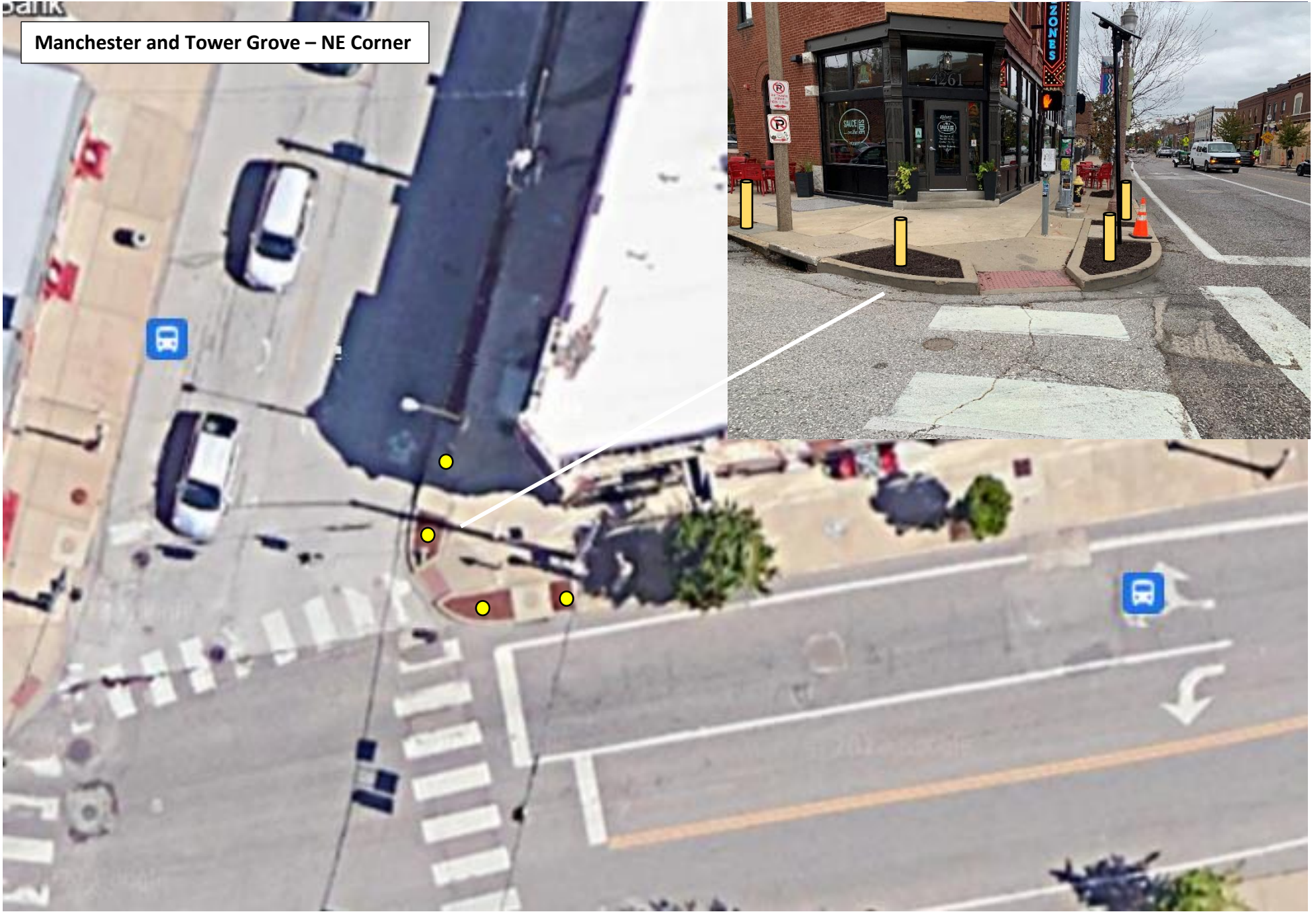
Manchester and Arco – NW Corner



Manchester and Tower Grove – SE and SW Corners

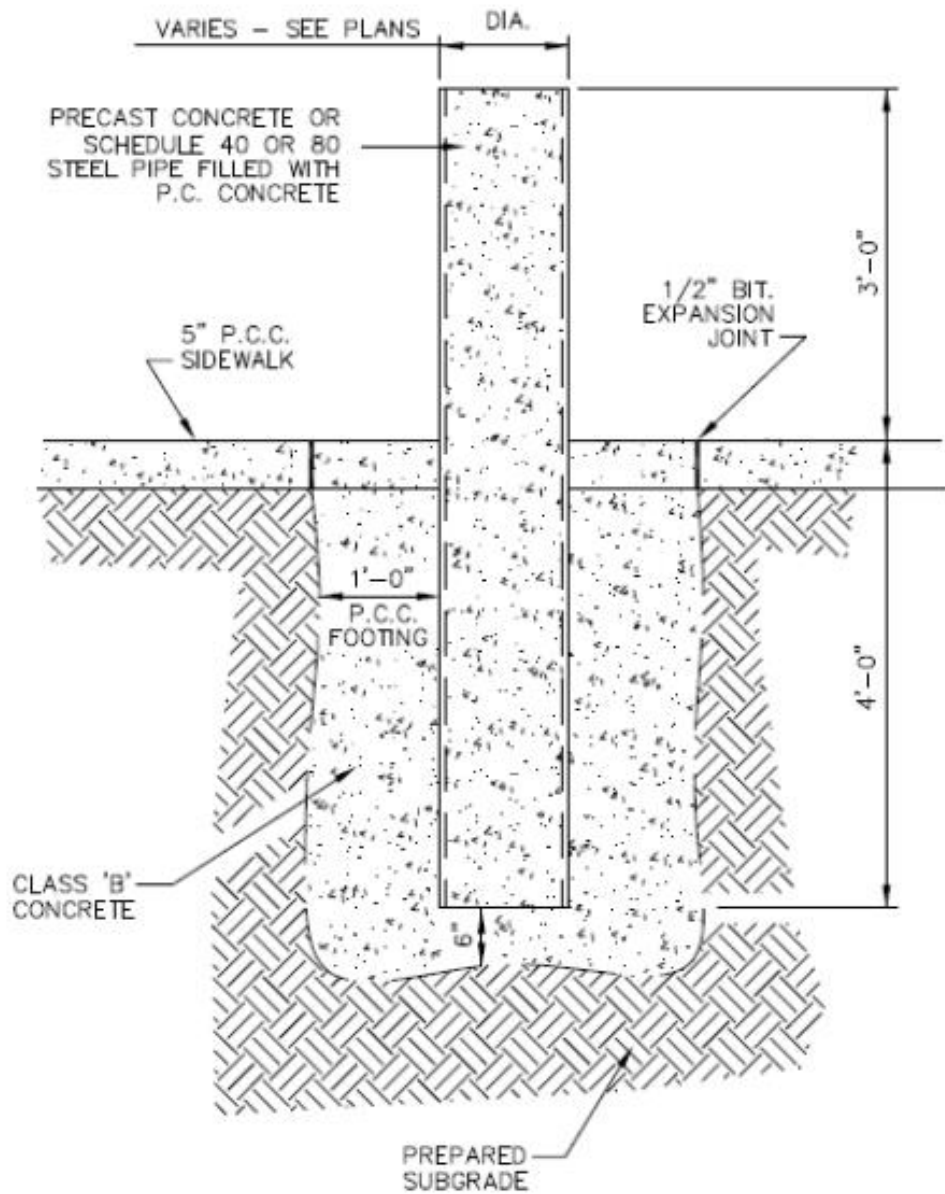


Manchester and Tower Grove – NE Corner



Manchester and S Newstead – NE Corner





**TYPICAL BOLLARD**

**CITY OF ST. LOUIS, MISSOURI**  
 DEPARTMENT OF THE PRESIDENT  
 BOARD OF PUBLIC SERVICE  
**Standard Details of Pavement Construction**

Dr.: G. Johnson  
 Ch.: T. Steinkoetter

02-23-09

SHEET  
 31



# Amelia Rodgers

amelia@urbanchestnut.com

Submission Date Jan 19, 2024 6:29 PM

Name Amelia Rodgers

Address 4465 Manchester Ave  
St. Louis, MO, 63110

Mobile Number (314) 606-0780

Work Number (314) 606-0780

Email [amelia@urbanchestnut.com](mailto:amelia@urbanchestnut.com)

I am interested in serving on the board for the following districts:

Grove Community Improvement District

INTEREST: Please describe your expertise or professional strengths, and how they apply to the choice you've selected above.

I am currently the Director of Operations at Urban Chestnut. My professional strengths include leadership and project management. I have a Master's in Public Administration with focus in Nonprofit Management.

Please share any other information that may help us better understand your interests and commitment.

I am interested both personally and professionally in getting more involved in the community.

I understand that submitting this form does not guarantee appointment at this time.

Yes

Signature



Signed PDF Document



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Signed PDF Document with

# Amy Gill

amy@checkmatedesign.com

Submission Date Dec 11, 2023 2:33 PM

Name Amy Gill

Address 4240 Manchester Ave  
St Louis , Mo , 63110

Mobile Number (314) 541-2698

Work Number (314) 446-4525

Email [amy@checkmatedesign.com](mailto:amy@checkmatedesign.com)

I am interested in serving on the board for the following districts:

Grove Community Improvement District

INTEREST: Please describe your expertise or professional strengths, and how they apply to the choice you've selected above.

I was the original advocate for the Grove CID and helped create it. We (my husband or I) were on the board for many years. We helped to create this district and I served as the only person working in Security the first few years and then after the CID I was on that committee for many years. I am keenly aware of the issues the Grove faces as I believe I am the largest property developer here in the Grove. Obviously Safety and security have to be on the top of our list.

Please share any other information that may help us better understand your interests and commitment.

I am currently on the Downtown CID security committee as well as serve on the Boards of The Zoo and Logan University. I am also on the SLMPD Central Patrol Board.

I understand that submitting this form does not guarantee appointment at this time.

Yes

Signature



Signed PDF Document



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