



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

**January 13th at 11:00 a.m.
at 4512 Manchester Avenue
St. Louis, MO 63110**

NOTICE & PROPOSED AGENDA

TAKE NOTICE that on January 13th, 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 Minutes
3. Chairs Report & Announcement of the Order of Business
4. Public Comments & Questions
5. Committee Reports:
 - a. Safety and Security Committee
 - i. Campbell Security
 - b. Executive Committee
 - i. Board Seats
 - ii. CID Expansion
 - c. Finance Committee
 - d. Marketing Committee
 - e. Public Services Committee
 - f. Nominations Committee
6. Administrator's Report
 - a. Grove Sign/Ball Lights – Update
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: 1-9-20

Time: 11:30 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
December 09, 2019 at 11:00 AM
at 4512 Manchester, St. Louis, MO 63110**

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

Board Members Absent: B. Phillips, C. Schloss, A. Barzantny

Others in Attendance: J. Whyte (NSI); K. Oberle and A. Graham (Park Central Development); L. Henson (Security Committee Member); Member of the public

1. Call to Order:

- a. K. Kenter called the meeting to order at 11:05 AM.

2. Approval of November 11, 2019 Minutes:

- a. J. Baumstark motioned to approve meeting minutes, T. Boldt seconded motion, all in favor—approved.

3. Chairs Report & Announcement of the Order of Business:

4. Public Comments and Questions: None

5. Committee Reports:

- a. Safety and Security Committee: J. Whyte presented the new proposed NSI contract. The NSI will no longer offer patrol management services to the Grove. NSI would still like to provide other services for the Grove by reviewing camera footage, managing cameras, providing a court advocate, etc. P. Rothschild noted that he would have liked to see more engagement from the Security Committee with the NSI in the RFP process.
- b. Executive Committee: CID Expansion- The Board members will start making calls to property owners to explain the CID and the expansion details. PCD has already sent mail packets to each property owner. K. Kenter requested that PCD reach out to remaining property owners that Board members did not volunteer to call. For the next meeting, the board members will strategize outreach to ensure success.
- c. Finance Committee: Entire board reviewed the financials as the Treasurer was not at the meeting to present them.
- d. Marketing Committee: K. Oberle noted that the committee will meet the following day to discuss the website.
- e. Public Service Committee: No updates.
- f. Nominations Committee: B. Phillips has resigned from the Executive Committee and Board, so there is a seat to fill and a new Treasurer will need to be decided on.

6. Administrator's Report:

- a. K. Oberle presented the Administrator's Report. Structures Inc. submitted renderings of new sign infrastructure. Ron Coleman will have liquor license information for the administration by end of day.

7. Closed Session: This portion of the meeting is closed under Section 610.021, Subsection 12, RSMo, for the purpose of "(s)ealed bids...and sealed proposals...until a contract is executed" and Subsection 1, RSMo, for the purpose of "(l)egal actions, causes of action or litigation

involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.”

- a. Roll call vote to enter closed session at 11:30 AM: P. Rothschild- yes, K. Kenter- yes, J. Baumstark- yes, D. Bellon- yes, G. Slay- yes, B. Pratt- yes, T. Bold- yes.
- b. Roll call vote to approve the Demand Letter with changed dates: P. Rothschild- yes, K. Kenter- yes, J. Baumstark- yes, D. Bellon- yes, G. Slay- yes, B. Pratt- yes, T. Bold- yes.
- c. Roll call vote to exit closed session at 11:56 AM: P. Rothschild- yes, K. Kenter- yes, J. Baumstark- yes, D. Bellon- yes, G. Slay- yes, B. Pratt- yes, T. Bold- yes.

8. Other Business:

- 9. Adjournment:** Meeting adjourned at 12:26 PM.

DRAFT

Grove CID
Balance Sheet
As of December 31, 2019

	Total
ASSETS	
Current Assets	
Bank Accounts	
Bill.com Money Out Clearing	22,736.24
IndiHop (4467)	0.00
Operating (9310)	35,273.96
Reliance (4124)	962.00
Sales and Use Tax (0668)	201,811.26
Special Assessments (3269)	2,397.28
Total Bank Accounts	\$ 263,180.74
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	\$ 290,689.52
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	\$ 290,689.52
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	-11,121.00
Opening Balance Equity	5,619.50
Retained Earnings*	200,515.19
Net Income	66,874.83
Total Equity	\$ 261,888.52
TOTAL LIABILITIES AND EQUITY	\$ 290,689.52

Thursday, Jan 09, 2020 08:05:24 AM GMT-8 - Cash Basis

Grove CID
Budget vs. Actuals: FY_2019_2020 - FY20 P&L
31-Dec-19

	Dec Actual	Dec Budget	Jul -Dec Actual	Jul-Dec Budget	2019-2020 Budget
Income					
Encumbered Funds					0.00
WUMC Security Donation		5,416.67	9,750.00	32,500.02	65,000.00
Total Encumbered Funds	\$ 0.00	\$ 5,416.67	\$ 9,750.00	\$ 32,500.02	\$ 65,000.00
Other Types of Income					0.00
Miscellaneous Revenue			151.66		0.00
Total Other Types of Income	\$ 0.00	\$ 0.00	\$ 151.66	\$ 0.00	\$ 0.00
Receipts					0.00
2015 Special Assessments			451.85		0.00
CID 1% Sales and Use Tax	39,827.90	20,500.00	161,154.84	123,000.00	246,000.00
Interest Earnings	34.52		762.13		0.00
Special Assessments	4,322.75	7,750.00	4,322.75	46,500.00	93,000.00
Total Receipts	\$ 44,185.17	\$ 28,250.00	\$ 166,691.57	\$ 169,500.00	\$ 339,000.00
Total Income	\$ 44,185.17	\$ 33,666.67	\$ 176,593.23	\$ 202,000.02	\$ 404,000.00
Gross Profit	\$ 44,185.17	\$ 33,666.67	\$ 176,593.23	\$ 202,000.02	\$ 404,000.00
Expenses					
Additional Parking Enhancements					
Public Park. Lot Litter Control*	650.00	650.00	5,525.00	3,900.00	7,800.00
Public Parking Mgmt-Jaruba		250.00	750.00	1,500.00	3,000.00
Total Additional Parking Enhancements	\$ 650.00	\$ 900.00	\$ 6,275.00	\$ 5,400.00	\$ 10,800.00
Administrative Support					0.00
Administration-Park Central*	440.95	3,750.00	20,440.40	22,500.00	45,000.00
Audit Services		833.33		4,999.98	10,000.00
Bank Fees and Charges	15.00		93.00		0.00
General Liability Insurance*		833.33	3,817.94	4,999.98	10,000.00
Legal Services*	279.00	250.00	1,132.90	1,500.00	3,000.00
Miscellaneous*			128.38		0.00
Postage		41.67		250.02	500.00
Total Administrative Support	\$ 734.95	\$ 5,708.33	\$ 25,612.62	\$ 34,249.98	\$ 68,500.00
Lighting Project Expense			2,100.00		
Marketing & Advertisement*			450.00		
Marketing & Special Events					
Advertising		333.33		1,999.98	4,000.00
Promotional Materials		125.00		750.00	1,500.00
Sponsorship Expense*	3,334.00	3,955.00	37,000.00	23,730.00	47,460.00
Website & Design Services	1,000.00	389.17	3,500.00	2,335.02	4,670.00
Total Marketing & Special Events	\$ 4,334.00	\$ 4,802.50	\$ 40,500.00	\$ 28,815.00	\$ 57,630.00
Public Improvements					
Grove Entry Marker Electricity*	27.14	150.00	527.25	900.00	1,800.00

Grove Entry Markers R&M	6,730.00	350.00		2,100.00	4,200.00
Holiday Decorations	750.00	291.67		1,750.02	3,500.00
Other Public Improvements		405.83	3,800.60	2,434.98	4,870.00
Total Public Improvements	\$ 7,507.14	\$ 1,197.50	\$ 4,327.85	\$ 7,185.00	\$ 14,370.00
Public Services					
Landscaping*			4,000.00		
Litter Control*	1,925.00	1,950.00	8,075.00	11,700.00	23,400.00
Planter Watering		445.00		2,670.00	5,340.00
Weed Abatement*	125.00	125.00	1,050.00	750.00	1,500.00
Total Public Services	\$ 2,050.00	\$ 2,520.00	\$ 13,125.00	\$ 15,120.00	\$ 30,240.00
Security & Public Safety					0.00
CWE NSI*		2,500.00	15,800.00	15,000.00	30,000.00
Spectrum (Camera/Internet)*	374.90	700.00	1,796.43	4,200.00	8,400.00
Total CWE NSI*	\$ 374.90	\$ 3,200.00	\$ 17,596.43	\$ 19,200.00	\$ 38,400.00
Friday Security Patrols*	2,583.75	5,607.60	22,405.00	33,645.60	67,291.25
Genetec Softward Maintenance	119.00	450.00		2,700.00	5,400.00
Hardware Replacement		666.67		4,000.02	8,000.00
Monthly Fee - Ford Explorer*	750.00	750.00	3,750.00	4,500.00	9,000.00
OT- Add'l Holdiays		755.63		4,533.78	9,067.50
Public Pkg lot-Litter Control*			650.00		
Saturday Security Patrols*	1,543.75	4,609.58	24,948.75	27,657.48	55,315.00
Service Hours		936.00		5,616.00	11,232.00
St Lighting Improvement-Elec*			2,277.16		
Sunday Security Patrols*	1,040.00	2,698.85	12,065.00	16,193.10	32,386.25
Thursday Security Patrols*	2,063.75	4,177.60	20,770.00	25,065.60	50,131.25
Tuesday Security Patrols			650.00		
Wednesday Security Patrols			260.00		
Total Security & Public Safety	\$ 8,475.15	\$ 23,851.93	\$ 105,372.34	\$ 143,111.58	\$ 286,223.25
Unapplied Cash Bill Payment Expense	0.00		0.00		0.00
Total Expenses	\$ 23,751.24	\$ 38,980.26	\$ 197,762.81	\$ 233,881.56	\$ 467,763.25
Net Operating Income	\$ 20,433.93	-\$ 5,313.59	-\$ 21,169.58	-\$ 31,881.54	-\$ 63,736.25
Net Income	\$ 20,433.93	-\$ 5,313.59	-\$ 21,169.58	-\$ 31,881.54	-\$ 63,763.25

Thursday, Jan 09, 2020 08:09:32 AM GMT-8 - Cash Basis

Grove CID
Funds Transfer Detail
 12/01/19 to 12/31/19

Vendor Name	Invoice #	Disbursement #	Due Date	Foreign Amount	Amount (USD)	Bank Account
12/04/19	PROCESS DATE					
Dynamic Controls Inc	509086	39030113	11/12/19		\$ 119.00	Commerce *****9310
Flyover Comedy	1-2019	39031582	11/01/19		\$ 1,667.00	Commerce *****9310
Flyover Comedy	2-2019	39031582	11/03/19		\$ 1,667.00	Commerce *****9310
The City's Finest, LLC*	INV-2276	39066559	11/15/19		\$ 750.00	Commerce *****9310
The City's Finest, LLC*	INV-2290	39066559	11/15/19		\$ 7,231.25	Commerce *****9310
			Subtotal:		\$ 11,434.25	
12/09/19	PROCESS DATE					
A T Building	1259	016ZFQFIY199HGB	12/01/19		\$ 3,450.00	Commerce *****9310
			Subtotal:		\$ 3,450.00	
12/11/19	PROCESS DATE					
Engagetaste	November	39211874	12/01/19		\$ 1,000.00	Commerce *****9310
			Subtotal:		\$ 1,000.00	
12/16/19	PROCESS DATE					
Ameren Missouri-	405211.29.19		11/29/19		\$ 13.57	Commerce *****9310
Ameren Missouri-	451011.29.19		12/20/19		\$ 13.57	Commerce *****9310
Husch Blackwell	2790014		11/19/19		\$ 279.00	Commerce *****9310
Spectrum-formerly	0024300112519		12/12/19		\$ 374.90	Commerce *****9310
			Subtotal:		\$ 681.04	

Vendor Name	Invoice #	Disbursement #	Due Date	Foreign Amount	Amount (USD)	Bank Account
12/18/19	PROCESS DATE					

Park Central	#2019-12-9	016YBZMUF19MRGB	12/09/19	\$ 440.95	Commerce *****9310
Piros Signs	9234	39425300	11/06/19	\$ 4,630.00	Commerce *****9310
Structures Inc	S19-5782	39436101	10/31/19	\$ 2,100.00	Commerce *****9310
			Subtotal:	\$ 7,170.95	
12/23/19	PROCESS DATE				
CWE Neighborhood	3211	39634395	01/01/20	\$ 7,500.00	Commerce *****9310
			Subtotal:	\$ 7,500.00	
12/30/19	PROCESS DATE				
CWE Neighborhood	3211	Void	01/01/20	(\$ 7,500.00)	Commerce *****9310
			Subtotal:	(\$ 7,500.00)	
			Total:	\$ 23,736.24	

GENERAL NOTES:

DESIGN CRITERIA:

A. CODES AND STANDARDS:

2015 INTERNATIONAL BUILDING CODE (IBC)

B. DESIGN LOADS:

DEAD LOADS: SIGN WT 1,000 LBS. ASSUMED + SELF WEIGHT OF TRUSS

LIVE LOADS: 1/2" ICE BUILD-UP

C. WIND DESIGN DATA:

BASIC WIND SPEED: (3 SECOND GUST) = 115 M.P.H.

WIND LOAD IMPORTANCE FACTOR: $I_w = 1.0$

WIND EXPOSURE: B

STRUCTURAL STEEL:

1. STEEL SHALL CONFORM TO THE FOLLOWING GRADES:

ALL ANGLE, BASE PLATES, CONN. PLATES AND STIFFENER PL'S (U.N.O.): A36 (Fy=36 K.S.I.)
STRUCTURAL TUBE: ASTM A1085 (Fy=50 K.S.I.)

2. ALL STRUCTURAL STEEL SHALL BE DETAILED, FABRICATED AND ERECTED IN ACCORDANCE WITH THE A.I.S.C. CODE OF STANDARD PRACTICE (LATEST EDITION), EXCEPT AS MODIFIED IN THESE NOTES AND THE PROJECT SPECIFICATIONS.

3. ALL BOLTS ARE ASTM A325N (U.N.O.)

4. ALL WELDING RODS SHALL BE E100 ELECTRODES

5. ELECTRODE SHALL MEET CHARPY V-NOTCH TOUGHNESS REQUIREMENTS WHERE REQUIRED FOR BASE METAL.

6. WELDS SHALL NOT BE LESS THAN THE GREATEST OF:

A. THOSE INDICATED ON CONTRACT DOCUMENTS

B. THE MINIMUM REQUIRED BY AWS D1.1 AND AISC SPECIFICATIONS

D. FILLET WELDS: 3/16"

E. GROOVE WELDS: COMPLETE JOINT PENETRATION

7. USE PRE-QUALIFIED WELDED JOINTS IN ACCORDANCE WITH AISC AND AWS. NON-PREQUALIFIED WELDS SHALL BE QUALIFIED AT CONTRACTOR'S EXPENSE PRIOR TO FABRICATION.

8. THE MINIMUM PLATE THICKNESS SHALL BE 3/8".

9. BOLTED CONNECTIONS:

A. MINIMUM BOLT DIAMETER = 3/4" U.N.O.

B. SLIP CRITICAL CONNECTIONS OF A325SC OR A490SC BOLTS SHALL BE USED FOR ALL BOLTED CONNECTIONS OF BRACING MEMBERS, MOMENT CONNECTIONS, CANTILEVERS, AND AS SHOWN ON THE DRAWINGS. OVERSIZED AND LONG-SLOTTED HOLES ARE ALLOWED FOR FRICTION CONNECTIONS.

C. ALL OTHER BOLTED CONNECTIONS SHALL BE BEARING TYPE USING A325N OR A490N BOLTS. OVERSIZED HOLES AND LONG-SLOTTED HOLES ARE NOT ALLOWED UNLESS SHOWN ON THE DRAWINGS.

G. SHOP DRAWINGS SHALL INDICATE THE TYPE OF BOLT USED IN EACH CONNECTION AND THE ALLOWABLE VALUES USED FOR THE VARIOUS BOLT TYPES.

10. WELDED CONNECTIONS:

A. WELDS ARE CONTINUOUS UNLESS NOTED.

B. ALL FILLET WELDS: A.I.S.C. MINIMUM BUT NOT LESS THAN 3/16" UNLESS NOTED OTHERWISE.

C. ALL WELDING SHALL BE IN ACCORDANCE WITH THE "STRUCTURAL WELDING CODE" (LATEST EDITION) PUBLISHED BY THE AMERICAN WELDING SOCIETY. ELECTRODES FOR WELDING SHALL COMPLY WITH THE REQUIREMENTS OF A.W.S. D1.1 & D1.1M.

D. ALL GROOVE WELDS SHALL BE COMPLETE PENETRATION UNLESS NOTED OTHERWISE.

11. SPLICING OF STEEL MEMBERS, UNLESS SHOWN ON THE DRAWINGS, IS PROHIBITED WITHOUT WRITTEN APPROVAL OF THE ENGINEER.

12. NO CHANGE IN SIZE OR POSITION OF THE STRUCTURAL ELEMENTS SHALL BE MADE AND HOLES, SLOTS, CUTS, ETC., ARE NOT PERMITTED THROUGH ANY MEMBER UNLESS THEY ARE DETAILED ON THE APPROVED SHOP DRAWINGS.

13. NO FINAL BOLTING OR WELDING SHALL BE MADE UNTIL AS MUCH OF THE STRUCTURE AS WILL BE STIFFENED THEREBY HAS BEEN PROPERLY ALIGNED.

14. ALL STEEL SHALL RECEIVE A STANDARD 1.5 MIL COAT OF SHOP PRIMER AND A FINISHED COAT OF 2.0 MILS FLAT BLACK PAINT.

MISCELLANEOUS:

1. NO OPENING SHALL BE MADE IN ANY STRUCTURAL MEMBER WITHOUT THE WRITTEN APPROVAL OF THE ENGINEER.

2. NO CHANGE IN SIZE OR DIMENSION OF STRUCTURAL MEMBERS SHALL BE MADE WITHOUT THE WRITTEN APPROVAL OF THE ENGINEER.

3. THE CONTRACTOR IS RESPONSIBLE FOR LIMITING THE AMOUNT OF CONSTRUCTION LOAD IMPOSED UPON STRUCTURAL FRAMING. CONSTRUCTION LOADS SHALL NOT EXCEED THE DESIGN CAPACITY OF THE FRAMING AT THE TIME THE LOADS ARE IMPOSED.

4. THE STRUCTURE IS DESIGNED TO FUNCTION AS A UNIT UPON COMPLETION. THE CONTRACTOR IS RESPONSIBLE FOR FURNISHING ALL TEMPORARY BRACING AND/OR SUPPORT THAT MAY BE REQUIRED AS THE RESULT OF THE CONTRACTOR'S CONSTRUCTION METHODS AND/OR SEQUENCES.

5. DO NOT SCALE THESE DRAWINGS, FOLLOW DIMENSIONS.

6. THE CONTRACTOR SHALL INFORM THE ENGINEER IN WRITING OF ANY DEVIATION FROM THE CONTRACT DOCUMENTS. THE CONTRACTOR SHALL NOT BE RELIEVED OF THE RESPONSIBILITY FOR SUCH DEVIATION BY THE ENGINEER'S APPROVAL OF SHOP DRAWINGS, PRODUCT DATA, ETC., UNLESS HE HAS SPECIFICALLY INFORMED THE ENGINEER OF SUCH DEVIATION AT THE TIME OF SUBMISSION, AND THE ENGINEER HAS GIVEN WRITTEN APPROVAL TO THE SPECIFIC DEVIATION.

7. ALL THINGS WHICH, IN THE OPINION OF THE CONTRACTOR, APPEAR TO BE DEFICIENCIES, OMISSIONS, CONTRADICTIONS, OR AMBIGUITIES, IN THE PLANS AND SPECIFICATIONS SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER. PLANS AND/OR SPECIFICATIONS WILL BE CORRECTED, OR WRITTEN INTERPRETATION OF THE ALLEGED DEFICIENCY, OMISSION, CONTRADICTION OR AMBIGUITY WILL BE MADE BY THE ENGINEER BEFORE THE AFFECTED WORK PROCEEDS.

8. CHECK ALL DIMENSIONS AGAINST REQUIREMENTS OF OTHER CONTRACT DOCUMENTS. FIELD VERIFY DIMENSIONS RELATING TO EXISTING CONDITIONS PRIOR TO ORDERING MATERIALS OR STARTING FABRICATION.

9. WHERE DIMENSIONS OR WEIGHTS OF EQUIPMENT OR SYSTEMS ARE VARIABLE FROM MANUFACTURER TO MANUFACTURER, VERIFY DIMENSIONS AND WEIGHTS SHOWN ON DRAWINGS WITH SELECTED MANUFACTURER PRIOR TO ORDERING MATERIALS. NOTIFY STRUCTURAL ENGINEER OF DISCREPANCIES.

10. DO NOT PLACE EQUIPMENT WHEN SHIPPING OR OPERATING WEIGHT EXCEEDS WEIGHT INDICATED ON STRUCTURAL DRAWINGS.

11. NO MODIFICATION, ALTERATION OR REPAIR SHALL BE MADE WITHOUT PRIOR REVIEW BY THE STRUCTURAL ENGINEER. SUBMIT DETAILS AND CALCULATIONS PREPARED BY A PROFESSIONAL ENGINEER REGISTERED IN STATE WHERE PROJECT IS LOCATED AND EMPLOYED BY THE CONTRACTOR.

SPECIAL INSPECTION:

THE FOLLOWING STRUCTURAL ELEMENTS OF CONSTRUCTION SHALL REQUIRE SPECIAL INSPECTION PER IBC SECTION 1704. CONTRACTOR TO FURNISH INSPECTION UNLESS INSTRUCTED OTHERWISE BY THE CONSTRUCTION CONTRACT.

TYPE OF CONSTRUCTION	IBC SECTION	IBC TABLE
STEEL CONSTRUCTION	1704.3	1704.3

NOTES:

A. SPECIAL INSPECTION IS NOT A SUBSTITUTE FOR INSPECTION BY A CITY INSPECTOR. WORK WHICH IS INSTALLED OR COVERED WITHOUT THE APPROVAL OF THE CITY INSPECTOR IS SUBJECT TO REMOVAL OR EXPOSURE.

B. THE SPECIAL INSPECTORS MUST BE CERTIFIED BY THE CITY TO PERFORM THE TYPES OF INSPECTION SPECIFIED.

C. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO INFORM THE SPECIAL INSPECTOR OR INSPECTION AGENCY AT LEAST ONE WORKING DAY PRIOR TO PERFORMING ANY WORK THAT REQUIRES SPECIAL INSPECTION. WORK PERFORMED WITHOUT REQUIRED SPECIAL INSPECTION IS SUBJECT TO REMOVAL.

D. SUBMIT WRITTEN REPORTS WITHIN TWO DAYS OF TESTING/INSPECTION TO ENGINEER OF RECORD.

STANDARD STRUCTURAL ABBREVIATIONS			
ADDENDUM	ADD.	EQUIPMENT	EQUIP.
ADDITIONAL	ADDL.	EXISTING	(E)
AGGREGATE	AGG.	EXPANSION JOINT	EX.
ALUMINUM	ALUM.	EXTERIOR	EXT.
ANCHOR BOLT & ANGLE	A.B.	FAR FACE	F.F.
ARCHITECTURAL	ARCH.	FIELD VERIFY	F.V.
AT	AT	FINISH	FIN.
BASEMENT	BSMT.	FINISH FLOOR	FIN. FLR.
BASE PLATE	B. PL.	FLOOR	FLR.
BEAM	BM.	FOOTING	FTG.
BEAMS	BMS.	FOUNDATION	FND.
BEARING	BRG.	FRAMING	FRMG.
BETWEEN	BTWN.	GALVANIZED	GALV.
BLOCK	BLK.	GAUGE	GA.
BOARD	BD.	GENERAL CONTRACTOR	G.C.
BOTTOM	BOT.	GIRDER	GR.
BOTTOM FACE	B/FACE	GRADE	GR.
BOTTOM OF METAL DECK	B.M.D.	GROUT	GT.
BOTTOM OF FOOTING	B.O.F.	GYP	GYP.
BOTTOM OF WALL	B.O.W.	HEIGHT	HT.
BRICK	BRK.	HIGH POINT	H.P.
BRIDGING	BRDG.	HOLLOW CORE	H.C.
BUILDING	BLDG.	HORIZONTAL	HORIZ.
CANTILEVER	CANTL.	HORIZONTAL EACH FACE	H.E.F.
CAST IN PLACE	C.I.P.	INSIDE FACE	I.F.
CATEGORY	CAT.	INTERIOR	INT.
CEILING	CLG.	JOINT	JT. or JNT.
CENTER LINE	CL	JOIST	JST.
CENTER TO CENTER	C/C	KIP = 1000 lbs.	K
CENTERED	CTR.D.	KNOCKOUT	KO
CLEAR	CLR.	LONG	LG.
CONCRETE	CONC.	LONGITUDINAL	LONG.
COLUMN	COL.	LONG LEG HORIZONTAL	L.L.H.
COMPLETE PENETRATION	C.P.	LONG LEG VERTICAL	L.L.V.
CONNECTION	CONN.	LONG WAY	L.W.
CONSTRUCTION	CONST.	LOW POINT	L.P.
CONSTRUCTION JOINT	C.J.	MANUFACTURER	MFG.
CONTINUOUS	CONT.	MARK	MK.
CONTRACTOR	CONTR.	MASONRY	MAS.
CRACK CONTROL JOINT	CRCK. CNTR. J.	MASONRY OPENING	M.O.
DEAD LOAD	D.L.	MATERIAL	MATL.
DECK	DK.	MAXIMUM	MAX.
DETAIL	DTL.	MECHANICAL	MECH.
DIAGONAL	DIAG.	METAL	MTL.
DIAMETER	Ø	MINIMUM	MIN.
DIMENSION	DIM.	MISCELLANEOUS	MISC.
DOWELS	DWLS.	MOMENT CONNECTION	M.C.
DOWN	DN.	NEAR FACE	N.F.
DRAWINGS	EA.	NEW	(N)
EACH	E.A.	NOMINAL	NOM.
EACH FACE	E.F.	NOT IN CONTRACT	N.I.C.
ELECTRICAL	ELECT.	NOT TO SCALE	N.T.S.
ELEVATION	EL.	ON CENTER	O.C.
ELEVATOR	ELEV.	OPENING	OPNG
EMBEDDED	EMBED.	OPPOSITE	OPP.
EQUAL	EQ.	OPPOSITE HAND	OPP. H.
		OUTSIDE FACE	O.F.
		PANEL	PNL.
		PENTHOUSE	P.H.
		PLATE	PL.
		PLUMBING	PLBG
		PLYWOOD	PWD
		PRECAST CONCRETE	P.C.
		POST TENSION	P.T.
		PREMOULDED JOINT FILLER	P.J.F.
		RADIUS	RAD.
		RECTANGULAR	RECT.
		REFERENCE	REF.
		REINFORCED CONCRETE	R.C.
		REINFORCING	REINF.
		REMAINDER	REM.
		REQUIRED	REQD.
		REVISION	REV.
		RISER	RSR.
		ROOF	RF.
		ROOM	RM
		SCHEDULE	SCHD.
		SECTION	SECT.
		SHEAR CONNECTORS	S.C.
		SHEAR WALL	SH. W.
		SHORT WAY	S.W.
		SIMILAR	SIM.
		SLAB	SL.
		SLAB ON GRADE	S.O.G.
		SPACE, SPACING, SPACES	SPA
		SPECIFICATIONS	SPECS.
		SQUARE	SQ.
		STANDARD	STD.
		STEEL	STL.
		STRUCTURE OR STRUCTURAL	STRUC.
		SUPPORT	SUPPT.
		SYMMETRICAL	SYM.
		THICKNESS	THK.
		TO BE DETERMINED	T.B.D.
		TOP & BOTTOM	T&B
		TOP FACE	T/FACE
		TOP OF FOOTING	T.O.F.
		TOP OF JOIST	T.O.J.
		TOP OF CONCRETE	T.O.C.
		TOP OF LEDGE	T.O.L.
		TOP OF SLAB	T.O.SL.
		TOP OF STRUCTURAL STEEL	T.O.S.
		TOP OF WALL	T.O.W.
		TREAD	TRD.
		TYPICAL	TYP.
		UNLESS NOTED OTHERWISE	U.N.O.
		VAPOR BARRIER	V.B.
		VERTICAL	VERT.
		VERTICAL EACH FACE	V.E.F.
		WIND BRACE	W.B.
		WELDED WIRE FABRIC	W.W.F.
		WITH	W/
		WITHOUT	W/O
		WATER STOP	W.S.
		WEIGHT	WT.

A STRUCTURES, INC.
A STRUCTURAL ENGINEERING FIRM
11414 Graylois Rd • Suite 201
St. Louis, MO 63126
314.638.6650

LICENSEE NAME: DISCIPLINE: EXPIRATION DATE: COREPORATION NAME: DISCIPLINE: CERT. OF AUTHORITY: #:

THE SEAL AND EXPIRATION DATE ARE APPLICABLE TO THE DRAWING. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL EXISTING AND PROPOSED DIMENSIONS & CONDITIONS PRIOR TO CONSTRUCTION.

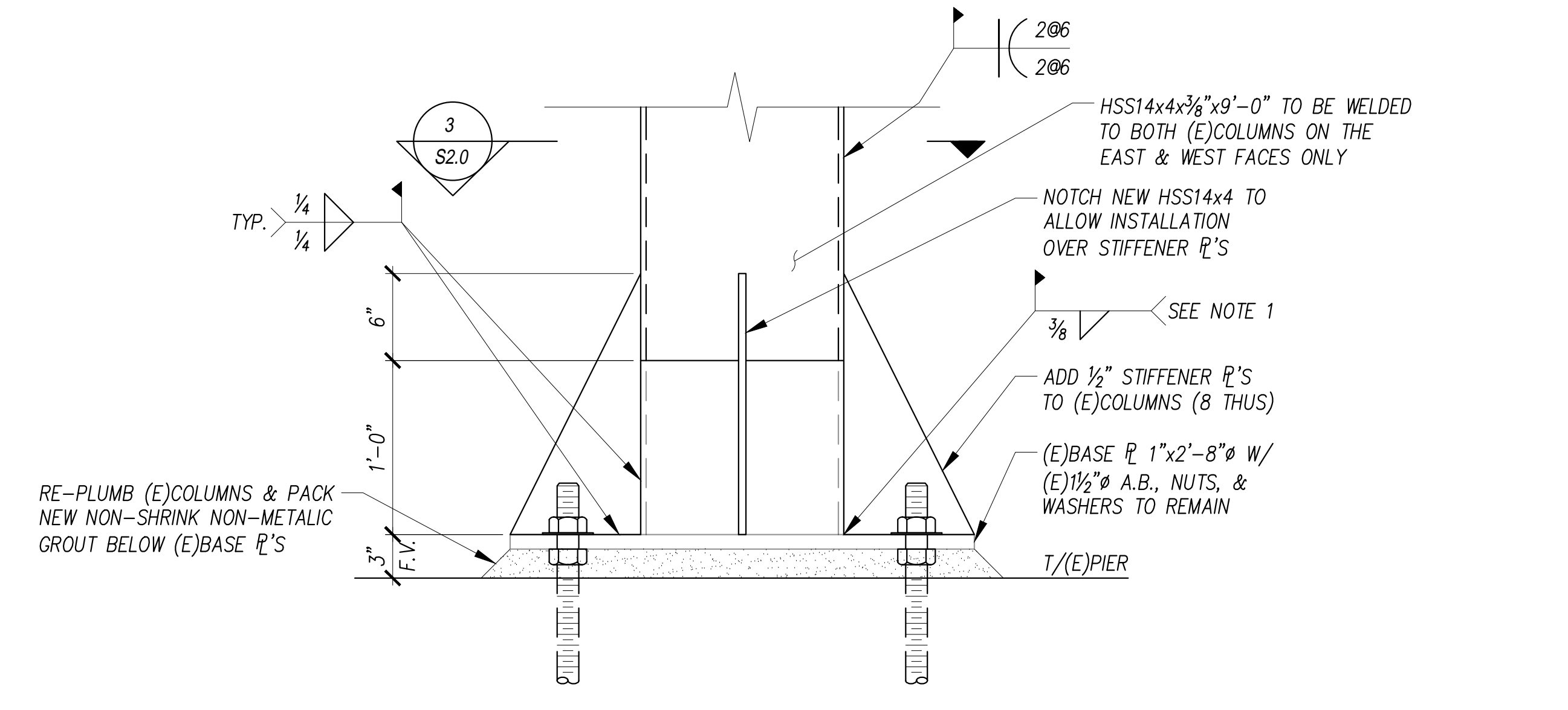
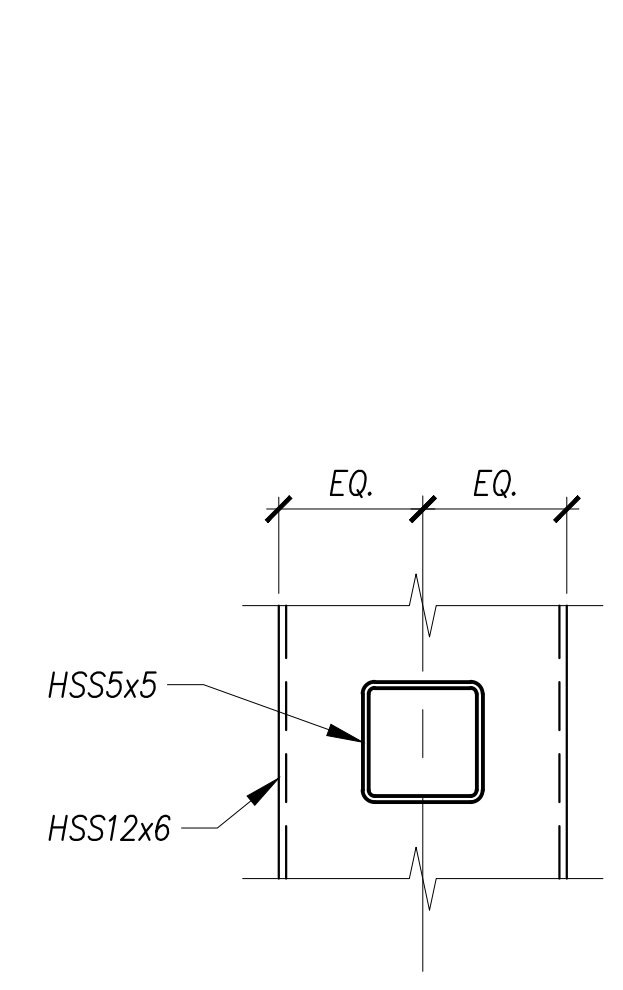
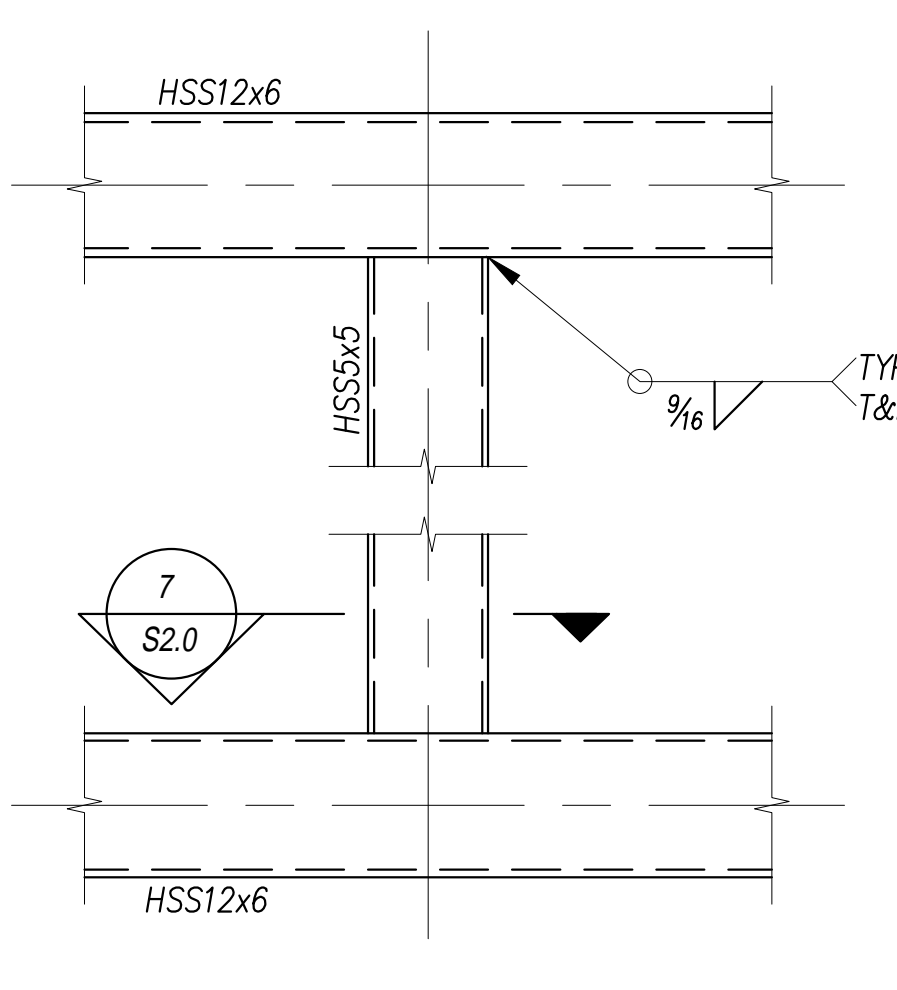
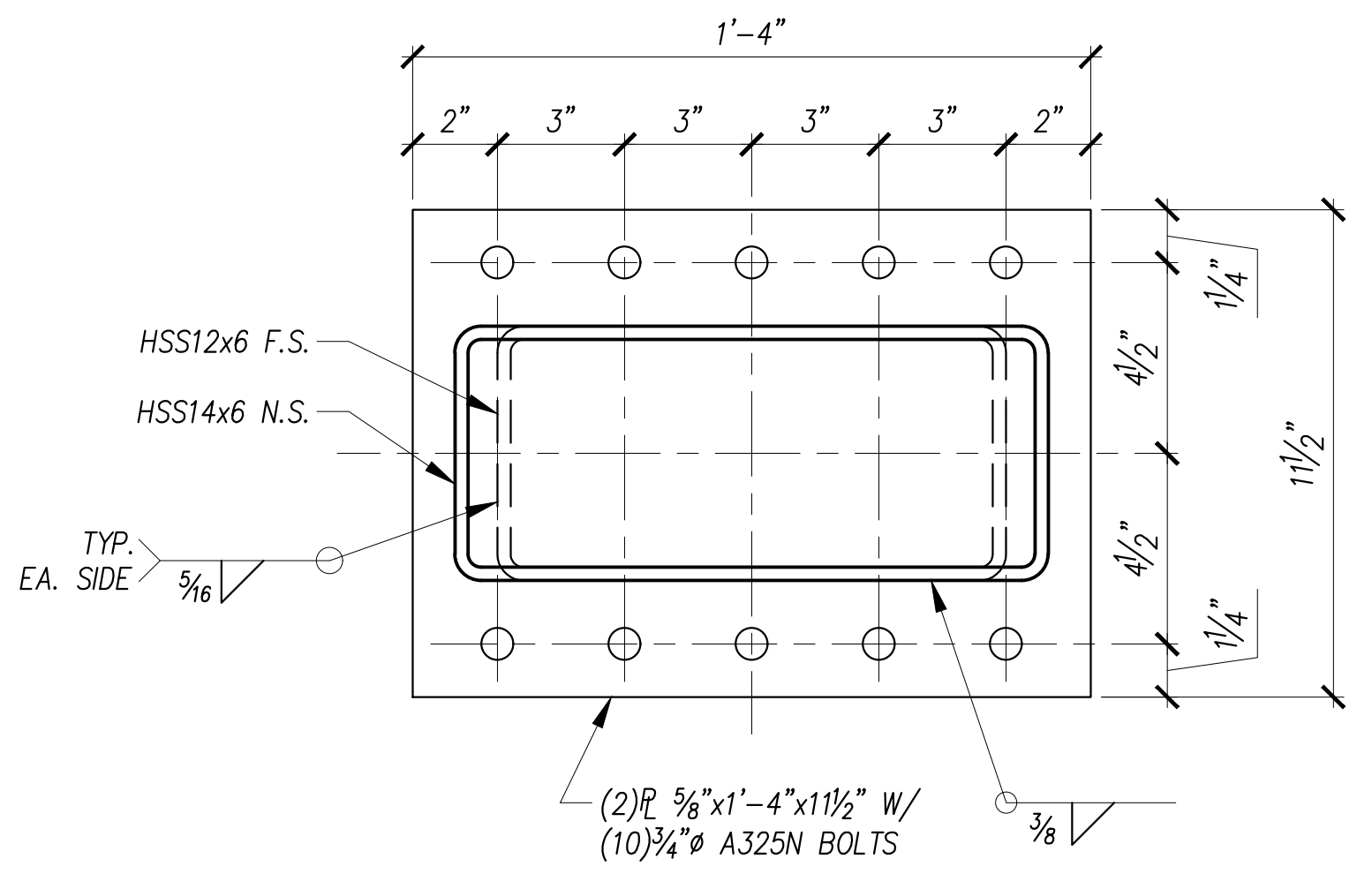
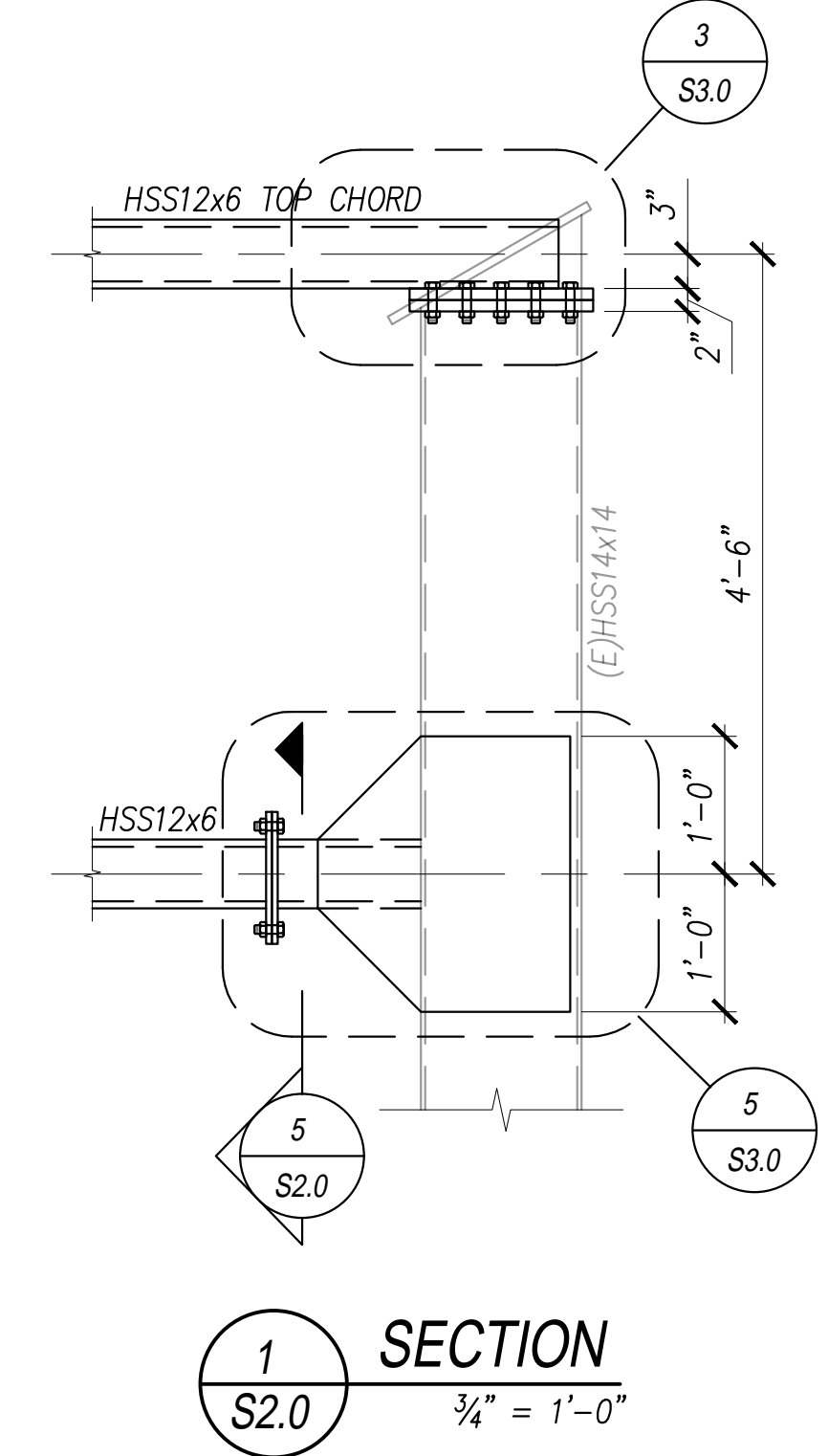
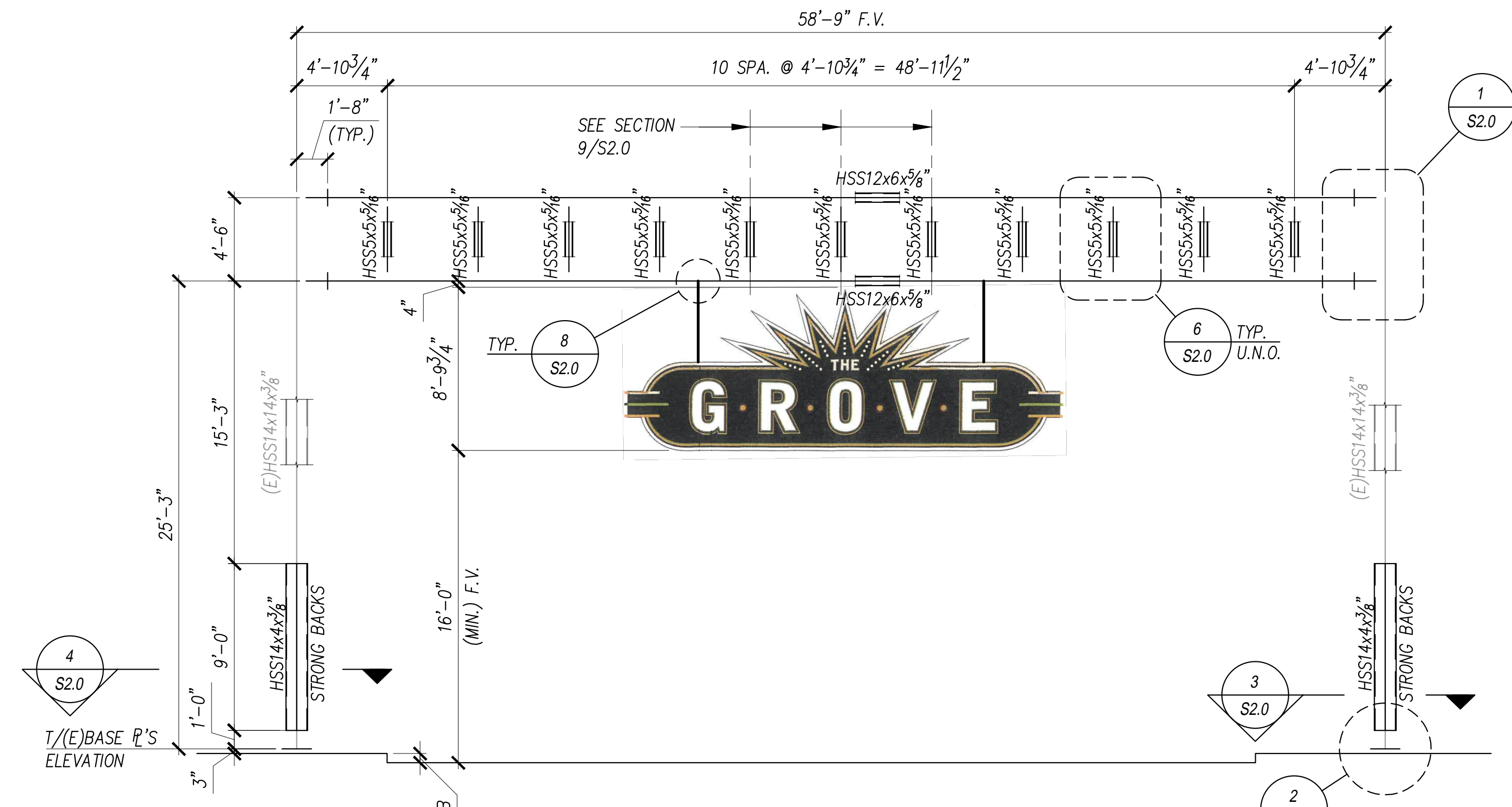
PRELIMINARY NOT FOR CONSTRUCTION

PARK CENTRAL DEVELOPMENT
GROVE COMMUNITY SIGN SUPPORT
ST. LOUIS, MO

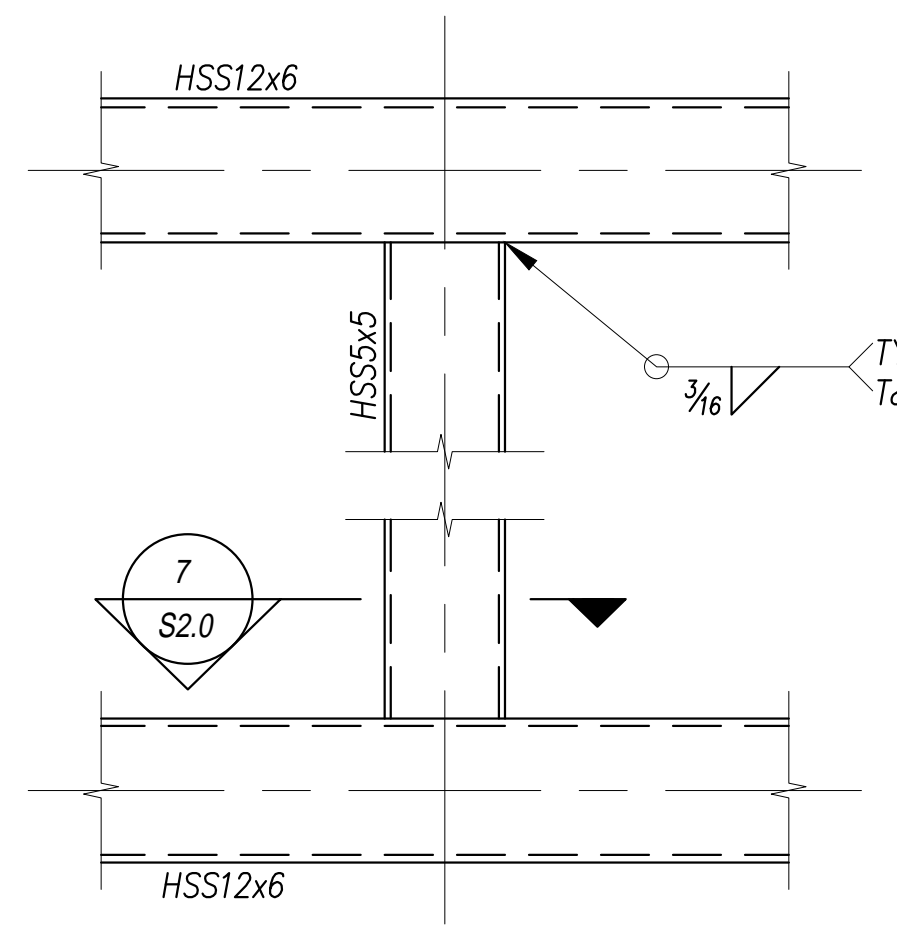
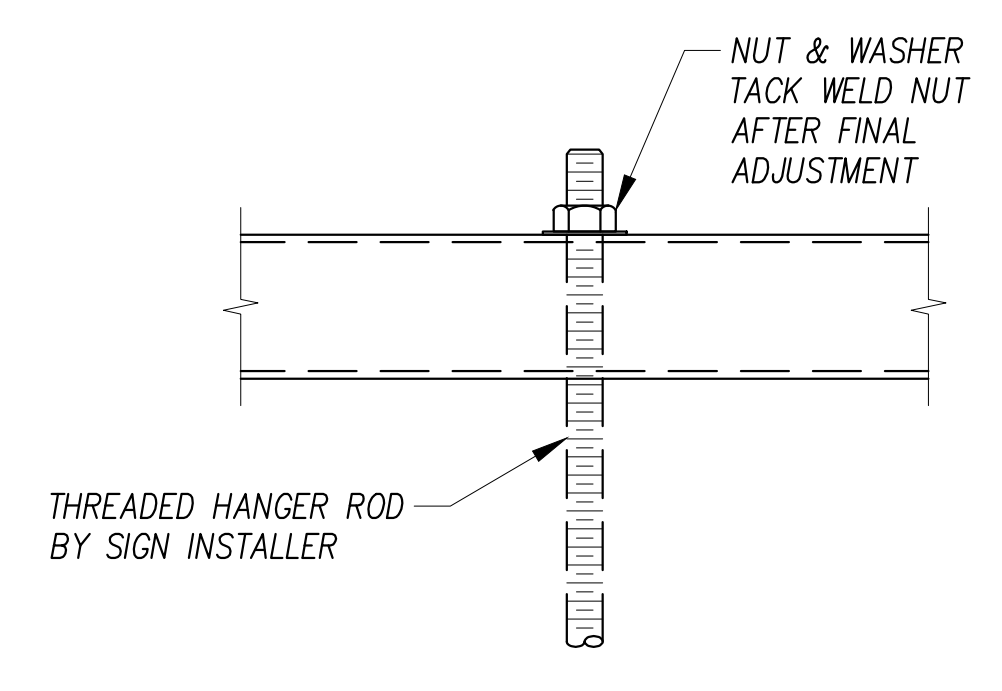
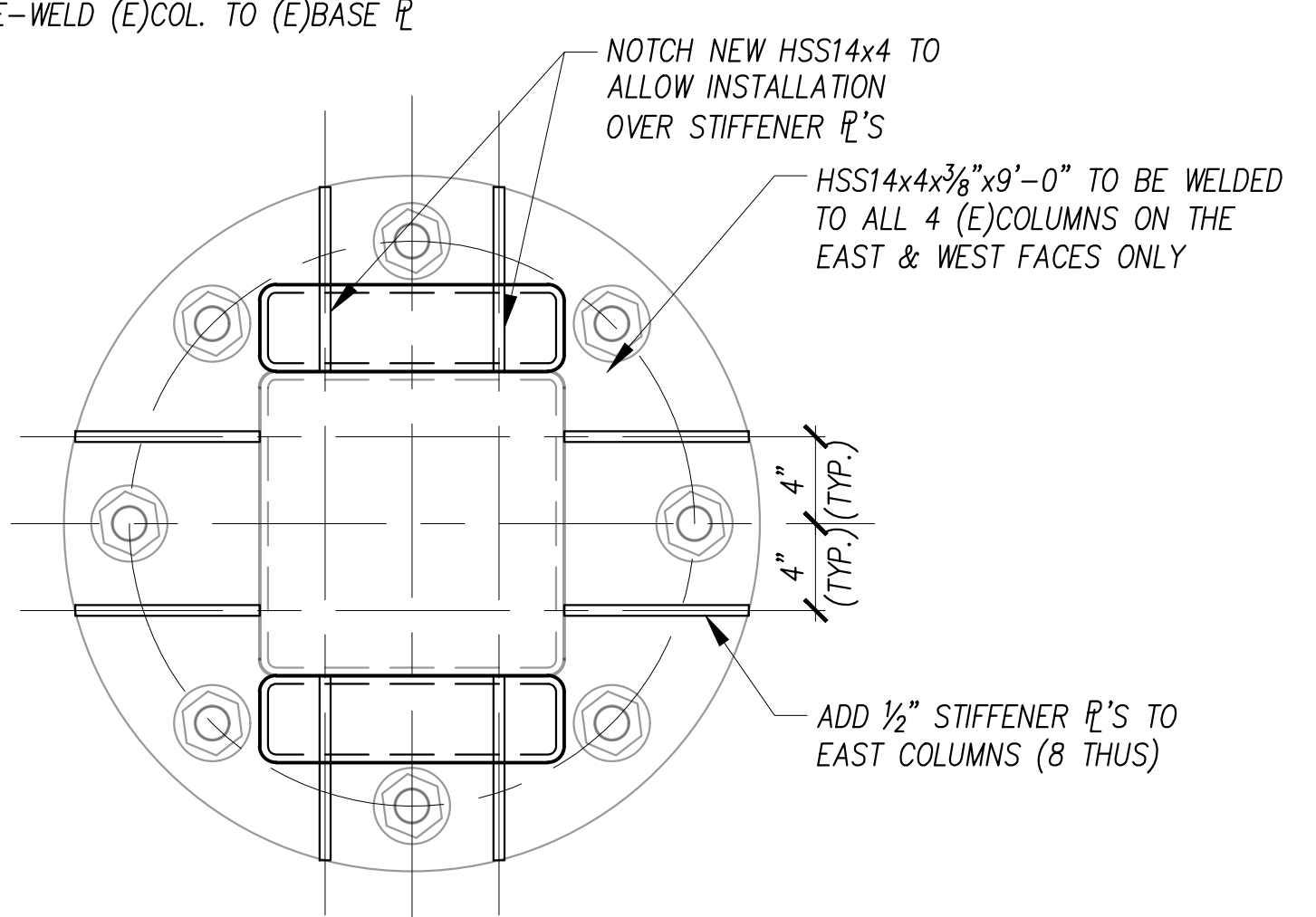
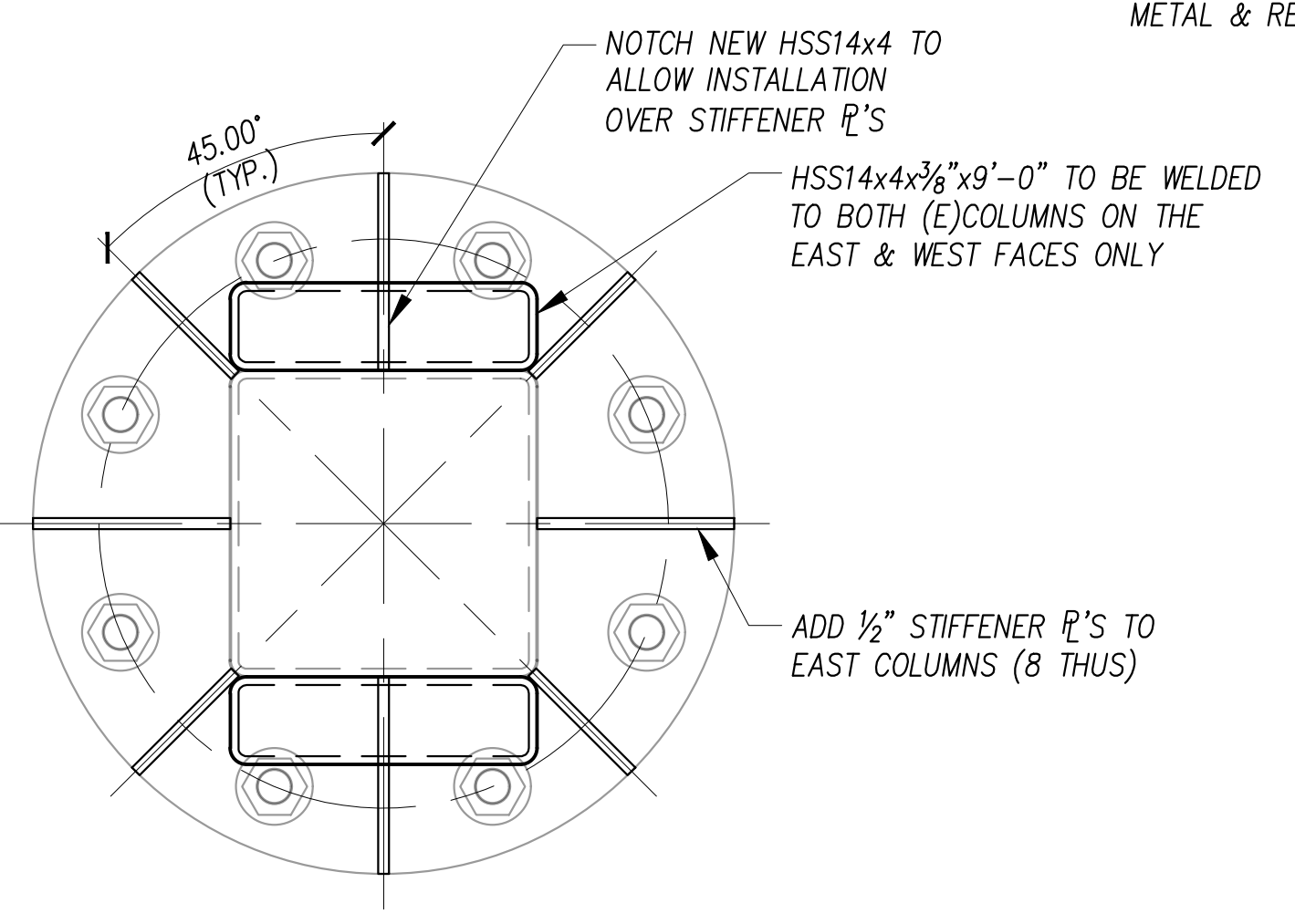
SHEET INFORMATION
Date: 12/05/2019
Scale: AS SHOWN
Drawn By: RSN
Checked By: PUH
Job Number: P19-4212

Sheet No. **S1.0**

PRELIMINARY NOT FOR CONSTRUCTION
NOTE: CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL EXISTING & PROPOSED DIMENSIONS & CONDITIONS PRIOR TO CONSTRUCTION.



NOTE 1: GRIND OUT (E)CRACKED WELDS TO BASE METAL & RE-WELD (E)COL. TO (E)BASE R



HUSCH BLACKWELL

Patrick J. Eckelkamp
Attorney

190 Carondelet Plaza, Suite 600
St. Louis, MO 63105
Direct: 314.345.6267
Fax: 314.480.1505
patrick.eckelkamp@huschblackwell.com

December 12, 2019

CERTIFIED MAIL

Sue DeMond
DeMond Signs, Inc.
93 Betty Lane
P.O. Box 414
O'Fallon, IL 62269

Re: Failure to Perform and Repair Signage and LED Lighting

Dear Ms. DeMond:

We represent the Grove Community Improvement District (the "**Grove CID**") in connection with the matters referenced above and further described below.

I. Negligent Installation of Grove LED Lighting Display

As you know, on or about July 8, 2016, the Grove CID contracted (the "**July Agreement**") with DeMond Signs, Inc. ("**DeMond**") to install eighteen LED globes of various sizes for a lighting display located near Manchester Avenue and west Vandeventer Avenue in St. Louis, Missouri (the "**Display**"). As set forth in the July Agreement, DeMond agreed to, among other things, furnish and install the Display, as well as connect the Display to electricity, in exchange for payment of \$34,842.00. DeMond represented that its employees and subcontractors would perform this work in a professional and competent manner.

After entering into the July Agreement, DeMond proceeded to install the Display. During the course of its installation, DeMond failed to exercise the professional skill and care required under the July Agreement in numerous ways, including but not limited to: (1) improperly drilling holes into the Display's control box which allowed water to reach and damage its interior; (2) faultily replacing components of the Display's control box during installation; (3) defectively closing the Display's control box which damaged its wiring; and (4) faultily sealing dry rated enclosures which allowed water damage and rusting to occur. This failure to properly install the Display resulted in significant damage to the Display and its components, causing water to leak through and destroy the LED lighting and other equipment. Upon learning of DeMond's negligent installation of the Display, the Grove CID informed DeMond of these issues. As you

HUSCH BLACKWELL

know, DeMond agreed to repair and replace the Display on February 20, 2019. However, as of the date of this letter, the repairs remain incomplete.

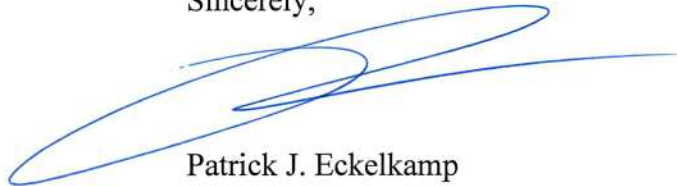
II. Failure to Perform Repair of the Grove Sign

In addition, on or about April 22, 2019, the Grove CID contracted (the "*April Agreement*") with DeMond to repair the approximately 24 x 9 ft. double-faced sign at the intersection of Manchester Avenue and Sarah Street after it had been damaged (the "*Sign*"). DeMond agreed to, among other things, transport and repair the Sign, in exchange for payment of \$29,824.00 (the "*Sign Repair*"). DeMond again represented that its employees and subcontractors would perform this work in a professional and competent manner. Despite receiving the down payment of \$12,272.00 for the Sign's repair, DeMond has failed to begin performance of its obligations under the April Agreement and is in breach of its contractual obligations to repair the Sign.

For all of these reasons, the Grove CID demands (i) that DeMond immediately repair and replace the Display *at its own cost and expense* (the "*Display Repair*") and (ii) complete the Sign Repair in accordance with the April Agreement. Should DeMond fail to both complete the Display Repair and Sign Repair in accordance with this letter by January 9, 2020, the Grove CID shall pursue all rights and remedies available against DeMond, at law or in equity.

Without limitation of the foregoing, the Grove CID hereby reserves all rights and remedies afforded and available to it under applicable law with respect to the subject matter of this letter. No delay by the Grove CID in the exercise of its rights and remedies should be considered a waiver or release of any right, and nothing contained herein shall be considered a waiver of any existing default or a waiver of any right or remedy of the Grove CID under the July Agreement and April Agreement, at law or in equity.

Sincerely,



Patrick J. Eckelkamp
Attorney

LAW OFFICES OF

David M. Duree & Associates, P.C.

David M. Duree
Licensed in Illinois and Missouri

312 South Lincoln Avenue
P.O. Box 1416
O'Fallon, Illinois 62269
Tel: 618-628-0186 Fax: 618-628-0259
Email: law@dmduree.net Web Site: www.dmduree.net

December 17, 2019

VIA EMAIL and FIRST-CLASS MAIL
patrick.eckelkamp@huschblackwell.com

Mr. Patrick L. Eckelkamp
Husch Blackwell
109 Carondelet Plaza, Suite 600
St. Louis, MO 63105

RE: Grove Community Improvement Dist., two projects, DeMond Sign Co.

Dear Mr. Eckelkamp:

I represent DeMond Sign Company. This responds to your letter of December 12, 2019.

With respect to the claim of negligent installation of the LED globes at Manchester and West Vandeventer, the Economic Loss Doctrine limits the claim to breach of contract theories, precluding claims based on negligence theories. DeMond Sign Company contracted with the Grove to furnish and install 18 LED globes, across the street. The Grove specified the globes and LED lights to be installed, erroneously specifying LED elements intended for interior, not exterior use. DeMond Sign Company properly performed that contract on its part.

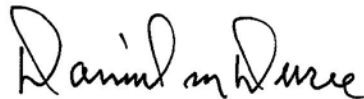
Nevertheless, in an attempt to maintain a good relationship with the Grove, DeMond Sign Company has purchased, at its expense, LED lights designed for exterior use, and has replaced some of the LED globes, using the exterior LED elements, and is in the process of replacing the other LED globes. It just received, last week, the last remaining parts required to install exterior use LED lights.

Letter to Mr. Patrick Eckelkamp
Tuesday, December 17, 2019
Page 2

With respect to the contract to repair the Grove's sign at Manchester and Sarah, the Grove is obligated to provide engineering drawings (signed and sealed by a registered professional engineer) for this design, which hangs out over Manchester Avenue. DeMond Sign Company is prepared to complete this work once the engineered drawings are provided by the Grove.

What is the status of the engineered drawings?

Very truly yours,

A handwritten signature in black ink that reads "David M. Duree". The signature is written in a cursive style with a large initial "D" and a long horizontal stroke at the end.

David M. Duree

DMD/tn