



**BOARD OF DIRECTORS MONTHLY MEETING**

**TO BE HELD**

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

**NOTICE & PROPOSED AGENDA**

**TAKE NOTICE** that on April 8<sup>th</sup>, 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
    - i. Finance Report
  - d. Marketing Committee
  - e. Public Services Committee
  - f. Nominations Committee
6. Administrator's Report
  - a. Lighting Project
  - b. Good Neighbors Agreement
  - c. Assessment
  - d. Sponsorship
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: 4-11-2019**

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

**Board Members Present:** Kelly Kenter, Brian Phillips, Tom Boldt, Pete Rothschild, Guy Slay, Brian Pratt, Don Bellon

**Board Members Absent:** Jack Baumstark, Mike Feulner, Chip Schloss, Austin Barzantny

**Others in Attendance:** Ashley Johnson, Annette Pendilton, Abdul-Kaba Abdullah, Justin Trabert and Carrie Zind (Park Central Development) James Whyte and Lyndon Cornell (CWE Neighborhood Security Initiatives), Ron Coleman ( St. Louis City Neighborhood Stabilization Rep), Matt Karensky (The City's Finest)

**Public in Attendance:** Casey Colgan

**1. Call to Order:**

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

**2. Approval of February 11, 2019 Minutes:**

- a. T. Boldt motioned to approve the February 11<sup>th</sup>, 2019 Minutes. P. Rothschild seconded the motion. All in favor, motion passes.

**3. Chairs Report:** None

**4. Public Comments and Questions:** Casey Colgan wanted to know if the board is considering supporting the Bike Bash for 2019. K. Kelly responded that is on the agenda.

**5. Committee Reports:**

- a. Safety and Security Committee

J. Whyte update:

Security and crime statistics for The Forest Park Southeast Neighborhood for January 2019. Total crime is up 100%, person crime down 66% and property crime is up 83%. The Grove is below five-year average.

Camera project is now completed and mounted on all designated locations except for Reliance Bank. There are 68 camera views.

J. Whyte responds to question about LPR cameras that cameras will cost about \$6,800 each.

M. Karensky updated for TCF.

- b. Executive Committee: K. Kenter updated the Board of Directors:

- Marketing committee nominations to accept the first five applicants
- Reliance Bank account will remain open
- \$3,000 sponsorship for Bike Bash
- Drury landscaping contract to be discussed in Public Service Committee
- Chroma parking lot agreement

- c. Finance Committee:

- i. B. Phillips read the financial reports.

ii. 2019-2020 Budget Proposal is motioned for approval by T. Boldt. P. Rothschild seconded. Motion passes, all in favor.

d. Marketing Committee: - None

e. Public Service Committee: - None

f. Nominations Committee: - None

**6. Administrator's Report:**

- i. The lighting project is almost completed.
- ii. Good Neighbor Agreement – Still continuing to work to getting agreements signed.
- iii. Assessment – Will follow up with the attorney on the status of the assessment renewal and resolution
- iv. Sponsorship – Manchester Bike Bash, July 20, 2019. Requesting \$3,000 sponsorship

**7. Other Business:**

**8. Adjournment:**

- a. B. Pratt motion to adjourn at 11:52 AM. B. Phillips seconded. Motion passes, meeting adjourned.

## **The Grove Community Improvement District**

### **Notes to March 31, 2019 Financial Reports**

- 1  
March bank statements are not yet available. These financial reports include all deposits and checks through March 31, 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  
There are no expenses for Security Patrols showing in the month of March. This is due to timing. The bills from The City's Finest for March 1-15 and for March 16-31 were not yet approved and received by the accounting department. When those bills are received, they will be included as March expenses. There was a payment to The City's Finest in March for the February 16-28 security patrols. That bill was received by the accounting department in March, and correctly recorded as a February expense - so it is included in the year-to-date numbers.
- 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.
- 5  
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 March 31, 2019

	<u>Mar 31, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Reliance (4124)	566.00
Operating (9310)	73,141.44
Sales and Use Tax (0668)	176,103.34
Special Assessments (3269)	<u>13,084.04</u>
<b>Total Checking/Savings</b>	262,894.82
<b>Accounts Receivable</b>	
Other Accounts Receivable	<u>2,646.00</u>
<b>Total Accounts Receivable</b>	2,646.00
<b>Other Current Assets</b>	
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>
<b>Total Other Current Assets</b>	<u>6,501.46</u>
<b>Total Current Assets</b>	<u>272,042.28</u>
<b>Fixed Assets</b>	
Accumulated Amort-Intangible As	(4,579.00)
Intangible Assets	<u>11,775.00</u>
<b>Total Fixed Assets</b>	<u>7,196.00</u>
<b>TOTAL ASSETS</b>	<u><u>279,238.28</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Deferred Inflows of Resources	<u>8,156.00</u>
<b>Total Other Current Liabilities</b>	<u>8,156.00</u>
<b>Total Current Liabilities</b>	<u>8,156.00</u>
<b>Total Liabilities</b>	8,156.00
<b>Equity</b>	
Retained Earnings	221,883.37
Net Income	<u>49,198.91</u>
<b>Total Equity</b>	<u>271,082.28</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>279,238.28</u></u>

The Grove Community Improvement District  
**Profit & Loss Budget Performance**  
 March 2019

	<u>Mar 19</u>	<u>Budget</u>	<u>Jul '18 - Mar 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Parking Lot Revenue			1,041.00		
<b>Receipts</b>					
Special Assessments		7,333.33	95,820.14	66,000.01	88,000.00
CID 1% Sales and Use Tax	30,493.85	19,666.67	220,913.36	176,999.99	236,000.00
<b>Donations</b>					
Security & Public Safety			39,000.00	48,750.00	65,000.00
<b>Total Donations</b>			39,000.00	48,750.00	65,000.00
Interest Earnings			180.70		
<b>Total Receipts</b>	30,493.85	27,000.00	355,914.20	291,750.00	389,000.00
<b>Deferred Revenue</b>					
Lighting Project				99,360.00	99,360.00
<b>Total Deferred Revenue</b>				99,360.00	99,360.00
<b>Total Income</b>	30,493.85	27,000.00	356,955.20	391,110.00	488,360.00
<b>Gross Profit</b>	30,493.85	27,000.00	356,955.20	391,110.00	488,360.00
<b>Expense</b>					
<b>Additional Parking Enhancements</b>					
Car Share	500.00		3,500.00		
Public Parking Mgmt-Jaruba	750.00		2,550.00		
Public Park. Lot Litter Control					
<b>Total Additional Parking Enhancements</b>	1,250.00		6,050.00		
<b>Administrative Support</b>					
Administration-Park Central			36,250.00	33,750.00	45,000.00
General Liability Insurance		833.33	8,275.96	7,500.01	10,000.00
Bank Fees and Charges			135.00		
Audit Services			9,888.00	10,000.00	10,000.00
Directors & Officers Insurance					
Legal Services		250.00	3,227.85	2,250.00	3,000.00
Office Supplies		20.83	1,036.09	187.51	250.00
Postage		20.83		187.51	250.00
Reserve Funds					

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

	<u>Mar 19</u>	<u>Budget</u>	<u>Jul '18 - Mar 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Total Administrative Support</b>		1,124.99	58,812.90	53,875.03	68,500.00
<b>Public Services</b>					
Litter Control	1,400.00	2,000.00	19,458.00	18,000.00	24,000.00
Landscaping		750.00	6,400.00	6,750.00	9,000.00
Weed Abatement		125.00	1,400.00	1,125.00	1,500.00
Reserve Funds					
<b>Total Public Services</b>	<u>1,400.00</u>	<u>2,875.00</u>	<u>27,258.00</u>	<u>25,875.00</u>	<u>34,500.00</u>
<b>Marketing &amp; Special Events</b>					
Sponsorship Expense			24,727.50		
Advertising		333.33	469.92	3,000.01	4,000.00
Promotional Materials		276.67		2,489.99	3,320.00
Website & Design Services		200.00		1,800.00	2,400.00
Special Events					
Flyover Comedy Festival	1,346.70		3,000.00		
Manchester Bike Bash			3,000.00		
The Grove Criterium			3,000.00		
Special Events - Other		3,780.00	1,940.00	34,020.00	45,360.00
<b>Total Special Events</b>	<u>1,346.70</u>	<u>3,780.00</u>	<u>10,940.00</u>	<u>34,020.00</u>	<u>45,360.00</u>
<b>Total Marketing &amp; Special Events</b>	<u>1,346.70</u>	<u>4,590.00</u>	<u>36,137.42</u>	<u>41,310.00</u>	<u>55,080.00</u>
<b>Public Improvements</b>					
Holiday Decorations			3,308.39	3,500.00	3,500.00
Grove Entry Marker Electricity	138.05	150.00	1,381.91	1,350.00	1,800.00
Grove Entry Markers R&M		150.00		1,350.00	1,800.00
Other Public Improvements		810.00	300.00	7,290.00	9,720.00
Reserve Funds					
Public Improvements - Other					
<b>Total Public Improvements</b>	<u>138.05</u>	<u>1,110.00</u>	<u>4,990.30</u>	<u>13,490.00</u>	<u>16,820.00</u>
<b>Security &amp; Public Safety</b>					
Monthly Fee - Ford Explorer	750.00	750.00	6,750.00	6,750.00	9,000.00
CWE NSI					
Spectrum (Camera/Internet)	597.16		2,112.52		
CWE NSI - Other			30,000.00	22,500.00	30,000.00

The Grove Community Improvement District  
**Profit & Loss Budget Performance**  
 March 2019

	<u>Mar 19</u>	<u>Budget</u>	<u>Jul '18 - Mar 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Total CWE NSI	597.16		32,112.52	22,500.00	30,000.00
Thursday Security Patrols		2,500.00	33,192.50	22,500.00	30,000.00
Friday Security Patrols		3,750.00	35,447.50	33,750.00	45,000.00
Saturday Security Patrols		3,750.00	33,474.38	33,750.00	45,000.00
Sunday Security Patrols		1,666.67	20,281.25	14,999.99	20,000.00
Other Security Patrols		2,916.67	2,316.88	26,249.99	35,000.00
GPS Service					
Miscellaneous			15.81		
Public Parking Lot Fund (existi		250.00		2,250.00	3,000.00
Public Pkg lot-Litter Control	1,275.00	290.00	6,675.00	2,610.00	3,480.00
St Lighting Improvement-Elec	454.78	250.00	4,241.83	2,250.00	3,000.00
Reserve Funds		1,913.33		17,220.01	22,960.00
<b>Total Security &amp; Public Safety</b>	<b>3,076.94</b>	<b>18,036.67</b>	<b>174,507.67</b>	<b>184,829.99</b>	<b>246,440.00</b>
<b>Lighting Project Expense</b>				<b>99,360.00</b>	<b>99,360.00</b>
<b>Total Expense</b>	<b>7,211.69</b>	<b>27,736.66</b>	<b>307,756.29</b>	<b>418,740.02</b>	<b>520,700.00</b>
<b>Net Ordinary Income</b>	<b>23,282.16</b>	<b>(736.66)</b>	<b>49,198.91</b>	<b>(27,630.02)</b>	<b>(32,340.00)</b>
<b>Net Income</b>	<b>23,282.16</b>	<b>(736.66)</b>	<b>49,198.91</b>	<b>(27,630.02)</b>	<b>(32,340.00)</b>