



BOARD OF DIRECTORS MONTHLY MEETING

TO BE HELD

**January 14th, 2019 at 11:00 a.m.
at 4512 Manchester Avenue
St. Louis, MO 63110**

NOTICE & PROPOSED AGENDA

TAKE NOTICE that on January 14th, 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 November 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
 - g. Transportation Committee
 - i. Chroma Lot
6. Administrator's Report
 - a. Grove CID Businesses
 - b. Lighting Project
 - c. Good Neighbors Agreement
 - d. Assessment
 - e. Annual Report
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: 1-10-2019

• **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
December 10, 2018: 11:00 AM
At 4512 Manchester, St. Louis, MO 63110

Board Members Present: Kelly Kenter, Mike Feulner, Brian Pratt (via phone), Tom Boldt, Pete Rothschild, Jack Baumstark, Don Bellon, Guy Slay

Board Members Absent: Austin Barzantny, Brian Phillips, Chip Schloss

Others in Attendance: Ashley Johnson, Annette Pendilton (Park Central Development) James Whyte and Linden Cornell (CWE Neighborhood Security Initiatives), Ron Coleman (St. Louis City Neighborhood Stabilization Rep)

1. Call to Order:

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

2. Approval of November 12, 2018 Minutes:

- a. J. Baumstark motioned to approve the November 12, 2018 Minutes. T. Boldt second the motion. All in favor, motion passes.

3. Chairs Report: None

4. Public Comments and Questions: None

5. Committee Reports:

- a. Safety and Security Committee

J. Whyte presented the November security and crime statistics report. Total Crime is down 2.6%. Total person crime is up 52.8% and total property crime is down 15.6%.

J. Whyte announced that the camera project began November 19. There were some issues with the size of cabinets that stores recording equipment. Currently working on a solution.

J. Whyte reported that Captain Deeba continues to staff police officers during the weekend with overtime in the Grove.

- b. Executive Committee - None

- c. Finance Committee:

- i. A. Pendilton read the financial reports.

- d. Marketing Committee: - None

- e. Public Service Committee: - None

- f. Nominations Committee:

- i. A. Johnson updated that Chip Schloss has resigned as chair from the Marketing committee. A. Johnson stated that there is interest from other property owners wanting to join the Marketing committee.

G. Slay announced that Eric Outlaw, a member on the Marketing committee, passed away. The Grove CID would like to thank Eric Outlaw for his 12 years of dedicated service and will be missed.

Pete Rothschild has resigned as a member on the Transportation committee.

T. Boldt reminded the board of the attendance policy. The policy states that if a board member has more than three unexcused absences, it could result in termination of board membership.

g. Transportation Committee:

- i. The Enterprise car was hit last week. The agreement with Enterprise CarShare will end January 1, 2019 and will not be renewed due to lack of participation.
- ii. The Transportation committee will discuss the contract from Chroma, 4105 Investors, LLC. The board would like a copy of the 4105 Investors, LLC contract emailed.

6. Administrator's Report:

- i. The lighting project is underway. Lights are being installed on Manchester.
- ii. Lyft awarded the Grove CID as the most visited late night neighborhood.
- iii. There are trash issues during the week in the Grove and Park Central is suggesting as a temporary solution, to extend clean up services to three days instead of two days a week. A. Johnson presented pictures of trash on Manchester. Board members feel that businesses should be picking up trash in front of their establishments. Suggestion is to let the landlords reach out to businesses in keeping their store front clean. If this isn't helping, reach out to Ron Coleman to have the city step in.

7. Other Business:

- a. Annual Report – A. Johnson is asking for funds to print out the Annual Report and she will hand deliver a report to every businesses on Manchester. A. Johnson goal is introduce herself to business owners and ask for feedback and suggestions for the Grove CID. Cost to print annual report will be around \$1,000. Board agrees.
- b. Insurance coverage renewal is due on December 21, 2018. The Chair asks to email the renewal policy to the board.
- c. Assessment is due to expire in 2019. Notify the attorney to get the process started.

8. Adjournment:

- a. J. Baumstark motion to adjourn at 11:48 AM. G. Slay second. Motion passes, meeting adjourned.

The Grove Community Improvement District

Notes to December 31, 2018 Financial Reports

- 1 December bank statements are not yet available. These financial reports include all deposits and checks through December 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 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.

The Grove Community Improvement District
Balance Sheet
As of December 31, 2018

	<u>Dec 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
Reliance (4124)	572.00
Operating (9310)	18,538.08
Sales and Use Tax (0668)	159,246.39
Special Assessments (3269)	<u>26,390.82</u>
Total Checking/Savings	204,747.29
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	(25,204.31)
Due to From Special Events	60.46
Prepaid Expenses	<u>709.00</u>
Total Other Current Assets	<u>(19,754.85)</u>
Total Current Assets	187,638.44
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>194,834.44</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
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>8,156.00</u>
Total Liabilities	8,156.00
Equity	
Retained Earnings	221,883.37
Net Income	<u>(35,204.93)</u>
Total Equity	<u>186,678.44</u>
TOTAL LIABILITIES & EQUITY	<u><u>194,834.44</u></u>

The Grove Community Improvement District
Profit & Loss Budget Performance
 July through December 2018

	<u>Jul - Dec 18</u>	<u>Annual Budget</u>
Ordinary Income/Expense		
Income		
Parking Lot Revenue	1,041.00	0.00
Receipts		
Special Assessments	24,113.92	88,000.00
CID 1% Sales and Use Tax	126,805.66	236,000.00
Donations		
Security & Public Safety	22,750.00	65,000.00
Total Donations	22,750.00	65,000.00
Interest Earnings	102.14	
Total Receipts	173,771.72	389,000.00
Deferred Revenue		
Lighting Project	0.00	99,360.00
Total Deferred Revenue	0.00	99,360.00
Total Income	174,812.72	488,360.00
Gross Profit	174,812.72	488,360.00
Expense		
Additional Parking Enhancements		
Car Share	3,000.00	
Public Parking Management	1,800.00	0.00
Total Additional Parking Enhancements	4,800.00	0.00
Administrative Support		
Administration	22,500.00	45,000.00
General Liability Insurance	3,716.64	10,000.00
Bank Fees and Charges	90.00	
Audit Services	6,000.00	10,000.00
Legal Services	3,227.85	3,000.00
Office Supplies	1,036.09	250.00
Postage	0.00	250.00
Total Administrative Support	36,570.58	68,500.00
Public Services		
Litter Control	19,108.00	24,000.00
Landscaping Watr/Mntnce	4,250.00	9,000.00
Weed Abatement	0.00	1,500.00
Total Public Services	23,358.00	34,500.00

The Grove Community Improvement District
Profit & Loss Budget Performance
July through December 2018

	<u>Jul - Dec 18</u>	<u>Annual Budget</u>
Marketing & Special Events		
Sponsorship Expense	24,727.50	0.00
Advertising	469.92	4,000.00
Promotional Materials	0.00	3,320.00
Website & Design Services	0.00	2,400.00
Special Events		
Flyover Comedy Festival	1,653.30	
Manchester Bike Bash	2,777.00	
The Grove Criterium	3,000.00	
Special Events - Other	2,163.00	45,360.00
Total Special Events	<u>9,593.30</u>	<u>45,360.00</u>
Total Marketing & Special Events	<u>34,790.72</u>	<u>55,080.00</u>
Public Improvements		
Holiday Decorations	2,558.39	3,500.00
Grove Entry Marker Electricity	901.85	1,800.00
Grove Entry Markers R&M	0.00	1,800.00
Other Public Improvements	300.00	9,720.00
Total Public Improvements	<u>3,760.24</u>	<u>16,820.00</u>
Security & Public Safety		
Monthly Fee - Ford Explorer	2,250.00	9,000.00
CWE NSI	22,500.00	30,000.00
Thursday Security Patrols	19,167.50	30,000.00
Friday Security Patrols	24,145.00	45,000.00
Saturday Security Patrols	20,040.63	45,000.00
Sunday Security Patrols	11,797.50	20,000.00
Other Security Patrols	3,941.25	35,000.00
Miscellaneous	15.81	
Public Parking Lot Fund (existi	0.00	3,000.00
Public Pkg lot-Litter Control	0.00	3,480.00
St Lighting Improvement-Elec	2,880.42	3,000.00
Reserve Funds	0.00	22,960.00
Total Security & Public Safety	<u>106,738.11</u>	<u>246,440.00</u>
Lighting Project Expense	0.00	99,360.00
Total Expense	<u>210,017.65</u>	<u>520,700.00</u>
Net Ordinary Income	<u>(35,204.93)</u>	<u>(32,340.00)</u>
Net Income	<u><u>(35,204.93)</u></u>	<u><u>(32,340.00)</u></u>