



**BOARD OF DIRECTORS MONTHLY MEETING**

**TO BE HELD**

**May 13th, 2019 at 11:00 a.m.  
at 4512 Manchester Avenue  
St. Louis, MO 63110**

**NOTICE & PROPOSED AGENDA**

**TAKE NOTICE** that on May 13<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
  - d. Marketing Committee
    - o Resolution 2019-01 – Amending Marketing Committee
  - e. Public Services Committee
  - f. Nominations Committee
6. Administrator's Report
  - a. Grove CID Ball Lights
  - b. Lighting Project
  - c. Business Update
  - d. New Mural
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: 5-9-2019**

• **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**  
**April 8, 2019 at 11:00 AM**  
**at 4512 Manchester, St. Louis, MO 63110**

**Board Members Present:** B. Phillips, K. Kenter, G. Slay, T. Boldt, J. Baumstark, M. Feulner, C. Schloss, B. Pratt

**Board Members Absent:** Austin Bartzany, D. Bellon, P. Rothschild

**Others in Attendance:** Ashley Johnson, Abdul Abdullah, and Carrie Zind (Park Central Development) James Whyte (CWE Neighborhood Security Initiatives), Rob Betts (The City's Finest)

**Public in Attendance:** Tatyana Telnikova and Dan Scott

**1. Call to Order:**

- a. K. Kenter called the meeting to order at 11:04 AM

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

- a. J. Baumstark motioned to approve the March 11<sup>th</sup>, 2019 Minutes. T. Boldt second the motion. All in favor, motion passes.

**3. Chairs Report:** -None

**4. Public Comments and Questions:**

- a. T. Telnikova representing the Merchant's Board
- b. D. Scott representing FPSE Neighborhood Association Board

**5. Committee Reports:**

a. Safety and Security Committee

i. Central West End Neighborhood Security

A. Safety and Security Report

- a. J. Whyte gave an update. Crime is up 57%. Property crime is up 110%. Person crime is down 75%.
- b. Larceny is up 11 incidents R. Betts is putting together an analysis to prevent larceny from vehicles
- c. J. Whyte said camera project is wrapping up this week

ii. The City's Finest

A. Safety and Security Report

- a. R. Betts noted that there are cameras in all vehicles now

b. Executive Committee:

K. Kenter gave update of assessment petition. Park Central will reach out to assessor's office to determine method of assessed values concerning Chroma's parking garage and the board is sponsoring Indihop at \$1,000.

c. Finance Committee:

B. Phillips gave an update of the budget. T. Boldt moved to approve. J. Baumstark seconded. Motion passes, all in favor.

d. Marketing Committee:

G. Slay would like to add 2 more positions to the marketing committee. A. Johnson will submit a resolution and an email vote will occur.

e. Public Service Committee: -None

f. Nominations Committee: -None

**6. Administrator's Report:**

a. Grove CID Ball Lights

A. Johnson updated the board on the broken ball lights and Park Central is in the process of getting them fixed.

b. Lighting Project

A. Johnson updated the board that Park Central is working with the City to determine if the poles can be retrofitted with different globes.

c. Good Neighbors Agreement

C. Zind updated the board that Rise Coffee Shop and Sauce on the Side refused to sign the agreement

**7. Other Business:** - None

**8. Adjournment:**

- a. B. Phillips motion to adjourn at 11:31 am. J. Baumstark second. Motion passes, meeting adjourned.

## **The Grove Community Improvement District**

### **Notes to April 30, 2019 Financial Reports**

- 1 April bank statements are not yet available. These financial reports include all deposits and checks through April 30, 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.
- 4 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 April 30, 2019

	<u>Apr 30, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Reliance (4124)	564.00
Operating (9310)	56,813.27
Sales and Use Tax (0668)	201,554.56
Special Assessments (3269)	<u>13,530.62</u>
<b>Total Checking/Savings</b>	272,462.45
<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>	281,609.91
<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>288,805.91</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	<u>333.33</u>
<b>Total Accounts Payable</b>	333.33
<b>Other Current Liabilities</b>	
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>8,489.33</u>
<b>Total Liabilities</b>	8,489.33
<b>Equity</b>	
Retained Earnings	221,883.37
Net Income	<u>58,433.21</u>
<b>Total Equity</b>	<u>280,316.58</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>288,805.91</u></u>

	<u>Apr 19</u>	<u>Budget</u>	<u>Jul '18 - Apr 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Parking Lot Revenue	0.00		1,041.00	0.00	0.00
<b>Receipts</b>					
Special Assessments	0.00	7,333.33	95,820.14	73,333.34	88,000.00
2015 Special Assessments	451.58		451.58		
CID 1% Sales and Use Tax	25,429.24	19,666.67	246,342.60	196,666.66	236,000.00
<b>Donations</b>					
Security & Public Safety	16,250.00	16,250.00	55,250.00	65,000.00	65,000.00
Total Donations	16,250.00	16,250.00	55,250.00	65,000.00	65,000.00
Interest Earnings	0.00		207.68		
<b>Total Receipts</b>	42,130.82	43,250.00	398,072.00	335,000.00	389,000.00
<b>Deferred Revenue</b>					
Lighting Project	0.00		0.00	99,360.00	99,360.00
<b>Total Deferred Revenue</b>	0.00		0.00	99,360.00	99,360.00
<b>Total Income</b>	42,130.82	43,250.00	399,113.00	434,360.00	488,360.00
<b>Gross Profit</b>	42,130.82	43,250.00	399,113.00	434,360.00	488,360.00
<b>Expense</b>					
<b>Additional Parking Enhancements</b>					
Car Share	0.00		4,500.00		
Public Parking Mgmt-Jaruba	0.00		2,550.00	0.00	0.00
<b>Total Additional Parking Enhancements</b>	0.00		7,050.00	0.00	0.00
<b>Administrative Support</b>					
Administration-Park Central	0.00	11,250.00	36,250.00	45,000.00	45,000.00
General Liability Insurance	0.00	833.33	9,039.54	8,333.34	10,000.00
Bank Fees and Charges	0.00		152.00		
Audit Services	0.00		9,888.00	10,000.00	10,000.00
Legal Services	185.50	250.00	3,923.85	2,500.00	3,000.00
Office Supplies	0.00	20.83	1,036.09	208.34	250.00
Postage	82.50	20.83	82.50	208.34	250.00
<b>Total Administrative Support</b>	268.00	12,374.99	60,371.98	66,250.02	68,500.00
<b>Public Services</b>					
Litter Control	0.00	2,000.00	19,458.00	20,000.00	24,000.00
Landscaping	0.00	750.00	6,855.00	7,500.00	9,000.00
Weed Abatement	0.00	125.00	1,400.00	1,250.00	1,500.00
<b>Total Public Services</b>	0.00	2,875.00	27,713.00	28,750.00	34,500.00
<b>Marketing &amp; Special Events</b>					
Sponsorship Expense	333.33	0.00	25,060.83	0.00	0.00
Advertising	0.00	333.33	469.92	3,333.34	4,000.00
Promotional Materials	0.00	276.67	0.00	2,766.66	3,320.00
Website & Design Services	0.00	200.00	0.00	2,000.00	2,400.00
<b>Special Events</b>					
Flyover Comedy Festival	0.00		3,000.00		
Manchester Bike Bash	0.00		3,000.00		
The Grove Criterium	0.00		3,000.00		
RFT Music Showcase	5,000.00		5,000.00		
Special Events - Other	0.00	3,780.00	1,940.00	37,800.00	45,360.00
<b>Total Special Events</b>	5,000.00	3,780.00	15,940.00	37,800.00	45,360.00
<b>Total Marketing &amp; Special Events</b>	5,333.33	4,590.00	41,470.75	45,900.00	55,080.00
<b>Public Improvements</b>					
Holiday Decorations	0.00		3,308.39	3,500.00	3,500.00
Grove Entry Marker Electricity	131.91	150.00	1,513.82	1,500.00	1,800.00
Grove Entry Markers R&M	0.00	150.00	0.00	1,500.00	1,800.00
Other Public Improvements	0.00	810.00	300.00	8,100.00	9,720.00
<b>Total Public Improvements</b>	131.91	1,110.00	5,122.21	14,600.00	16,820.00
<b>Security &amp; Public Safety</b>					
Monthly Fee - Ford Explorer	0.00	750.00	6,750.00	7,500.00	9,000.00
<b>CWE NSI</b>					
Spectrum (Camera/Internet)	374.90		2,487.42		
CWE NSI - Other	7,500.00	7,500.00	37,500.00	30,000.00	30,000.00
<b>Total CWE NSI</b>	7,874.90	7,500.00	39,987.42	30,000.00	30,000.00
Thursday Security Patrols	0.00	2,500.00	36,863.75	25,000.00	30,000.00
Friday Security Patrols	0.00	3,750.00	40,933.75	37,500.00	45,000.00
Saturday Security Patrols	0.00	3,750.00	38,823.13	37,500.00	45,000.00
Sunday Security Patrols	0.00	1,666.67	23,182.50	16,666.66	20,000.00
Other Security Patrols	0.00	2,916.67	2,316.88	29,166.66	35,000.00
Miscellaneous	0.00		15.81		
Public Parking Lot Fund (existi	0.00	250.00	0.00	2,500.00	3,000.00
Public Pkg lot-Litter Control	0.00	290.00	6,675.00	2,900.00	3,480.00
St Lighting Improvement-Elec	462.38	250.00	4,704.21	2,500.00	3,000.00

	<b>Apr 19</b>	<b>Budget</b>	<b>Jul '18 - Apr 19</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>Reserve Funds</b>	0.00	1,913.33	0.00	19,133.34	22,960.00
<b>Total Security &amp; Public Safety</b>	8,337.28	25,536.67	200,252.45	210,366.66	246,440.00
<b>Lighting Project Expense</b>	(1,300.60)		(1,300.60)	99,360.00	99,360.00
<b>Total Expense</b>	12,769.92	46,486.66	340,679.79	465,226.68	520,700.00
<b>Net Ordinary Income</b>	29,360.90	(3,236.66)	58,433.21	(30,866.68)	(32,340.00)
<b>Net Income</b>	<b>29,360.90</b>	<b>(3,236.66)</b>	<b>58,433.21</b>	<b>(30,866.68)</b>	<b>(32,340.00)</b>

**RESOLUTION NO. 2019-01**

**A RESOLUTION OF THE GROVE COMMUNITY IMPROVEMENT DISTRICT  
AMENDING RESOLUTION NO. 2010-12 WHICH AMENDED RESOLUTION 2009-01  
ESTABLISHED A MARKETING COMMITTEE**

Whereas Article VII of the By-Laws provides, in pertinent part, that, "The Board may from time to time establish committees and confer upon them such powers as it deems expedient for the conduct of the District's business;"

Whereas Resolution 2010-12 establishing a Marketing Committee was adopted on July 12<sup>th</sup>, 2010;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors for the Grove Community Improvement District, that Resolution 2010-12 is hereby amended to read as follows:

1. Marketing Committee: The Marketing Committee shall consist of eleven (11) members, to include at least two(2) Directors, to be appointed by the Chairman of the Board at each Annual Meeting in May or as soon thereafter as practical. Committee members shall serve until their successors have been duly appointed. The Board Chairman shall also appoint one of the said eleven (11) members to act as Committee Chair.

In coordination with the Finance Committee, the Marketing Committee shall prepare the draft Annual Marketing Budget for the District including, but not limited to, marketing materials and special events, for the consideration of the Finance Committee. The Finance Committee will submit its recommendations for the marketing appropriations and special events to the Board of Directors with the rest on its proposed Annual Budget.

The Marketing Committee shall also handle such other matters as may be assigned by the Board; and will report monthly to the Board on its activities.

2. Actions of Committee in Lieu of Meeting. Any action which is required to be or may be taken at a meeting of the committee may be taken without a meeting in consents in writing, setting forth the action also taken, are signed by all members of the committee. The consents shall have the same force and effect as a unanimous vote of the committee at a meeting duly held and may be stated as such in any certificate or document filed pursuant to the provisions of Missouri law. The consents shall be filled with the minutes of the meetings of the committee.

3. Committee Reports. The committee shall report all of its decisions and actions to the Board of Directors at the next meeting of the Board thereafter occurring and shall at all times be subject to the general supervision and control of the Board of Directors.

Adopted this \_\_\_\_\_ Day of \_\_\_\_\_ 2019                      ATTEST;

---

Kelly Kenter, Chairman

---

Pete Rothschild, Secretary