



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

**June 10th, 2019 at 11:00 a.m.
at 4512 Manchester Avenue
St. Louis, MO 63110**

NOTICE & PROPOSED AGENDA

TAKE NOTICE that on June 10th, 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. Budget Approval
 - d. Marketing Committee
 - e. Public Services Committee
 - f. Nominations Committee
6. Administrator's Report
 - a. Grove CID Ball Lights - Update
 - b. Grove Sign - Update
 - c. Lighting Project
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: 6-6-2019

• **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 11th, 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 May 31, 2019 Financial Reports

- 1
May bank statements are not yet available. These financial reports include all deposits and checks through May 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.
- 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 May 31, 2019

	<u>May 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
Reliance (4124)	971.00
Operating (9310)	82,840.58
Sales and Use Tax (0668)	217,312.05
Special Assessments (3269)	14,427.52
Total Checking/Savings	<u>315,551.15</u>
Accounts Receivable	
Other Accounts Receivable	2,646.00
Total Accounts Receivable	<u>2,646.00</u>
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	1,052.00
Due to From Special Events	60.46
Prepaid Expenses	709.00
Total Other Current Assets	<u>6,501.46</u>
Total Current Assets	<u>324,698.61</u>
Fixed Assets	
Accumulated Amort-Intangible As	(4,579.00)
Intangible Assets	11,775.00
Total Fixed Assets	<u>7,196.00</u>
TOTAL ASSETS	<u><u>331,894.61</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	29,619.42
Total Accounts Payable	<u>29,619.42</u>
Other Current Liabilities	
Deferred Inflows of Resources	8,156.00
Total Other Current Liabilities	<u>8,156.00</u>
Total Current Liabilities	<u>37,775.42</u>
Total Liabilities	<u>37,775.42</u>
Equity	
Retained Earnings	221,883.37
Net Income	72,235.82
Total Equity	<u>294,119.19</u>
TOTAL LIABILITIES & EQUITY	<u><u>331,894.61</u></u>

*deposit includes insurance check for the Grove sign of \$23,150

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

	<u>May 19</u>	<u>Budget</u>	<u>Jul '18 - May 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
Parking Lot Revenue	445.00		1,486.00	0.00	0.00
Other Types of Income					
Miscellaneous Revenue	440.21		440.21		
Total Other Types of Income	440.21		440.21		
Receipts					
Special Assessments	901.90	7,333.33	96,722.04	80,666.67	88,000.00
2015 Special Assessments	0.00		451.58		
CID 1% Sales and Use Tax	15,727.99	19,666.67	262,070.59	216,333.33	236,000.00
Donations					
Security & Public Safety	0.00	0.00	55,250.00	65,000.00	65,000.00
Total Donations	0.00	0.00	55,250.00	65,000.00	65,000.00
Interest Earnings	0.00		242.18		
Total Receipts	16,629.89	27,000.00	414,736.39	362,000.00	389,000.00
Deferred Revenue					
Lighting Project	0.00		0.00	99,360.00	99,360.00
Total Deferred Revenue	0.00		0.00	99,360.00	99,360.00
Total Income	17,515.10	27,000.00	416,662.60	461,360.00	488,360.00
Gross Profit	17,515.10	27,000.00	416,662.60	461,360.00	488,360.00
Expense					
Additional Parking Enhancements					
Car Share	0.00		4,500.00		
Public Parking Mgmt-Jaruba	0.00		2,550.00	0.00	0.00
Total Additional Parking Enhancements	0.00		7,050.00	0.00	0.00
Administrative Support					
Administration-Park Central	0.00	0.00	36,250.00	45,000.00	45,000.00
General Liability Insurance	0.00	833.33	10,617.12	9,166.67	10,000.00
Bank Fees and Charges	3.00		170.00		
Audit Services	0.00		9,888.00	10,000.00	10,000.00
Legal Services	265.00	250.00	4,188.85	2,750.00	3,000.00
Office Supplies	0.00	20.83	1,036.09	229.17	250.00
Postage	0.00	20.83	82.50	229.17	250.00
Total Administrative Support	268.00	1,124.99	62,232.56	67,375.01	68,500.00
Public Services					
Litter Control	1,550.00	2,000.00	21,008.00	22,000.00	24,000.00
Miscellaneous	200.00		200.00		
Landscaping	(151.66)	750.00	6,703.34	8,250.00	9,000.00
Weed Abatement	0.00	125.00	1,400.00	1,375.00	1,500.00
Total Public Services	1,598.34	2,875.00	29,311.34	31,625.00	34,500.00
Marketing & Special Events					
Sponsorship Expense	333.33	0.00	25,394.16	0.00	0.00
Advertising	0.00	333.33	469.92	3,666.67	4,000.00
Promotional Materials	0.00	276.67	0.00	3,043.33	3,320.00
Website & Design Services	0.00	200.00	0.00	2,200.00	2,400.00
Special Events					
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		10,000.00		

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

	<u>May 19</u>	<u>Budget</u>	<u>Jul '18 - May 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Special Events - Other	0.00	3,780.00	1,940.00	41,580.00	45,360.00
Total Special Events	5,000.00	3,780.00	20,940.00	41,580.00	45,360.00
Total Marketing & Special Events	5,333.33	4,590.00	46,804.08	50,490.00	55,080.00
Public Improvements					
Holiday Decorations	0.00		3,308.39	3,500.00	3,500.00
Grove Entry Marker Electricity	110.22	150.00	1,624.04	1,650.00	1,800.00
Grove Entry Markers R&M	(17,870.00)	150.00	(17,870.00)	1,650.00	1,800.00
Other Public Improvements	0.00	810.00	300.00	8,910.00	9,720.00
Total Public Improvements	(17,759.78)	1,110.00	(12,637.57)	15,710.00	16,820.00
Security & Public Safety					
Monthly Fee - Ford Explorer	750.00	750.00	8,250.00	8,250.00	9,000.00
CWE NSI					
Spectrum (Camera/Internet)	0.00		2,637.38		
CWE NSI - Other	0.00	0.00	37,500.00	30,000.00	30,000.00
Total CWE NSI	0.00	0.00	40,137.38	30,000.00	30,000.00
Thursday Security Patrols	1,320.00	2,500.00	40,713.75	27,500.00	30,000.00
Friday Security Patrols	1,677.50	3,750.00	46,131.25	41,250.00	45,000.00
Saturday Security Patrols	1,113.75	3,750.00	42,783.13	41,250.00	45,000.00
Sunday Security Patrols	522.50	1,666.67	25,368.75	18,333.33	20,000.00
Other Security Patrols	0.00	2,916.67	2,316.88	32,083.33	35,000.00
Miscellaneous	0.00		15.81		
Public Parking Lot Fund (existi	0.00	250.00	0.00	2,750.00	3,000.00
Public Pkg lot-Litter Control	1,025.00	290.00	7,700.00	3,190.00	3,480.00
St Lighting Improvement-Elec	465.31	250.00	5,169.52	2,750.00	3,000.00
Reserve Funds	0.00	1,913.33	0.00	21,046.67	22,960.00
Total Security & Public Safety	6,874.06	18,036.67	218,586.47	228,403.33	246,440.00
Lighting Project Expense	0.00		(1,300.60)	99,360.00	99,360.00
Total Expense	(3,686.05)	27,736.66	350,046.28	492,963.34	520,700.00
Net Ordinary Income	21,201.15	(736.66)	66,616.32	(31,603.34)	(32,340.00)
Other Income/Expense					
Other Income					
Transfer In from Special Events	5,619.50		5,619.50		
Total Other Income	5,619.50		5,619.50		
Net Other Income	5,619.50		5,619.50		
Net Income	26,820.65	(736.66)	72,235.82	(31,603.34)	(32,340.00)

Grove CID FY 2019-20 Budget

Ordinary Income/Expense	2018-2019 Budget	Actual as of May 31, 2019	Proposed 2019-2020 Budget	Proposed 2019-2020 Budget
Income				
Receipts				
Special Assessments	88,000.00	96,722.00	\$ 93,000.00	Increased by 3% compared to FY 2017-2018 Increased budget by \$10k to include new businesses Chroma restaurants, Beast inc and based on projected revenue \$ 93,000.00
CID 1% Sales and Use Tax	236,000.00	262,071.00	\$ 246,000.00	\$ 246,000.00
Parking	-	1,486.00	\$ -	\$ -
Misc Reve		1,133.97		
Total Receipts	\$ 324,000.00	\$ 361,412.97	\$ 339,000.00	\$ 339,000.00
Encumbered Funds				
WUMC Security Donation	65,000.00	\$ 55,250.00	\$ 65,000.00	\$ 65,000.00
Total Encumbered Funds	\$ 65,000.00	\$ 55,250.00	\$ 65,000.00	\$ 65,000.00
Total Income	\$ 389,000.00	\$ 416,662.97	\$ 404,000.00	\$ 404,000.00
Expense				
Administration (15%) \$50,850				
PCDC Administration	45,000.00	36,250.00	\$ 45,000.00	
Total Administration	45,000.00	36,250.00	\$ 45,000.00	
Administrative Support				
Audit Services	10,000.00	9,888.00	\$ 10,000.00	
Insurance	10,000.00	10,617.12	\$ 10,000.00	
Legal Services	3,000.00	4,188.85	\$ 3,000.00	
Postage & Supplies	250.00	1,288.59	\$ 500.00	
Reserve Funds	250.00		\$ -	
Total Administrative Support	\$ 68,500.00	\$ 62,232.56	\$ 68,500.00	\$ 50,850.00
Marketing (3%) \$10,170				
Advertising	4,000.00	470.00	\$ 4,000.00	
Promotional Materials/Website	3,320.00	-	\$ 1,500.00	
Website	2,400.00	200.00	\$ 4,670.00	
Total Marketing	\$ 9,720.00	\$ 670.00	\$ 10,170.00	\$ 10,170.00
Parking Enhancements (2%) \$6,780				
Public Parking Lot Management	3,000.00	2,550.00	\$ 3,000.00	Jaruba
Public Parking Lot Litter Control	3,480.00	8,100.00	\$ 7,800.00	ATBM - \$7,800 (contract amount)
Car Share		4,500.00	\$ -	
Total Parking Enhancements	\$ 6,480.00	\$ 15,150.00	\$ 10,800.00	\$ 6,780.00
Public Services (8%) \$27,120				
Litter Control	24,000.00	21,008.00	\$ 23,400.00	ATBM - \$23,400 (contract amount)
Planter/Landscaping Watering/M:	9,000.00	6,703.34	\$ 5,340.00	ATBM - \$1,300/ Drury \$4,040 = \$5,340
Weed Abatement	1,500.00	1,400.00	\$ 1,500.00	ATBM - \$1,500 (contract amount)
Reserve Funds				
Total Public Services	\$ 34,500.00	\$ 29,111.34	\$ 30,240.00	\$ 27,120.00
Public Improvements (3%) \$10,170				
Other Public Improvements		300.00	\$ 4,870.00	Touch up murals and signal boxes
Holiday	3,500.00	3,308.39	\$ 3,500.00	
Grove Entry Marker Electricity	1,800.00	1,624.04	\$ 1,800.00	
Grove Entry Marker R&M	1,800.00	3,130.00	\$ 4,200.00	Maintenance on Grove Sign and Globe Lights
Other Public Improvements	9,720.00	300.00		
Total Public Improvements	\$ 16,820.00	\$ 8,662.43	\$ 14,370.00	\$ 10,170.00
Security & Public Safety (54%) \$248,060				
Ford	9,000.00	8,250.00	\$ 9,000.00	
Cameras				
Spectrum		2,637.38	\$ 8,400.00	NSI est. annually
Genetec Software Maintenance			\$ 5,400.00	NSI est. annually
Service Hours			\$ 11,232.00	NSI est. annually
Hardware Replacement			\$ 8,000.00	NSI est. not covered by warranty
NSI	30,000.00	\$ 37,500.00	\$ 30,000.00	
Thursday Security Patrols	30,000.00	\$ 40,713.75	\$ 50,131.25	Security Patrol totals are based off of increase hourly rates by TCF - \$65 Reg \$97.5 OT - based on TCF billed hours
Friday Security Patrols	45,000.00	\$ 46,131.25	\$ 67,291.25	
Saturday Security Patrols	45,000.00	\$ 42,783.13	\$ 55,315.00	

OID FY 2017-18 Budget

	2018-2019 Budget	Actual as of May 31, 2019	Proposed 2019- 2020 Budget	Proposed 2019- 2020 Budget
Ordinary Income/Expense				
Sunday Security Patrols	20,000.00	\$ 25,368.75	\$ 32,386.25	
Other Security Patrols	35,000.00	\$ 2,316.88		
Lighting Improvements	3,000.00	5,169.52		
OT - Add'l Holidays			\$ 9,067.50	
Reserve Funds	22,960.00	-		
Total Security & Public Safety	\$ 239,960.00	\$ 210,870.66	\$ 286,223.25	\$ 248,060.00
Sponsorships (14%) \$47,460				
Special Events	45,360.00	46,334.16	\$ 47,460.00	\$ 47,460.00
Total Sponsorships	45,360.00	46,334.16	\$ 47,460.00	\$ 47,460.00
Total Expense	\$ 421,340.00	\$ 373,031.15	\$ 467,763.25	\$ 400,610.00
Net Ordinary Income	\$ (32,340.00)	\$ 43,631.82	\$ (63,763.25)	\$ 3,390.00

Revenue by Percentage

Admin 15%

Security 54%

Sponsorship 14%

Public Improvements 3%

Public Service 8%

Parking Enhancements 2%

Marketing 3%