

RESOLUTION NO. 2016-13

**A RESOLUTION OF THE DOWNTOWN COMMUNITY
IMPROVEMENT DISTRICT APPROVING MINUTES OF
THE BOARD OF DIRECTORS MEETING HELD
JANUARY 2016**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DOWNTOWN
COMMUNITY IMPROVEMENT DISTRICT AS FOLLOWS:**

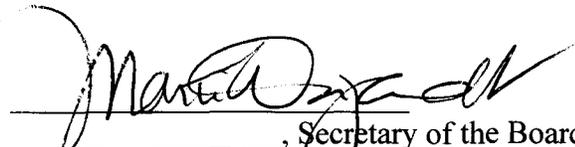
The Downtown Community Improvement District (the "District") hereby approves of the meeting minutes for the meeting of the Directors held January 2016.

Passed this 9th day of February 2016.


_____, Chairman of the Board of
Directors

(SEAL)

Attest:


_____, Secretary of the Board of Directors

**EXHIBIT A
TO RESOLUTION NO. 2016-13**

January 2016 Meeting Minutes

**Community Improvement District
Board of Directors Meeting
January 12, 2016
11 S. Tenth Street**

Present:

Christina Kelley, Makes Scents
Marti Waigandt, 808 Cherry St.
Adam Dushoff, Addison's
Tom Mendenhall, The Lofts at 308 Ninth
Mike Wagner, Central Bank of Boone
County
Steve Guthrie, Landmark Bank
Skip Walther, Walther, Antel, Stamper &
Fischer

Mike McClung, Carharts
John Ott, Alley A Realty
Allan Moore, Moore & Shryock Appraisals
Tony Grove, Grove Construction, LLC
Deb Sheals, Historic Preservation
Andy Waters, Columbia Tribune
Ben Wade, Guitarfinder

Absent:

Blake Danuser, Bingham's

Guests:

Russ Volmert, Arcturis
Alicia Stice, Tribune
Jody Cook, City Recycling Volunteer
Coordinator

Val DeBrunce, Recycling Volunteer
Chad Gooch, CPD
Krista Shouse-Jones, CPD

Approval of Minutes

Sheals motioned to approve the minutes, Mendenhall seconded and none were opposed.

Financial Report

The November financials were reviewed. McClung motioned to approve, Mendenhall seconded and none were opposed. The December financials will be reviewed at the February meeting.

City Report-Essing

The City is continuing to work on their 3-year strategic plan. At the last Council meeting, the proposed parking commission was discussed. Council asked City staff for recommendations and they will report back.

Police Report

The CPD gave an overview of the past month. They haven't seen an increase in graffiti. The unit is going back under Lt. Eric Hughes of patrol in February.

New Business

Proposed Development Code Testing

The letter from the board with feedback on the proposed code was sent to the City in December. Tim Teddy provided an update that the code will be going to Planning and Zoning in February or March. Clarion will be conducting tests: one within the MD-T and one outside of the MD-T. Tim Teddy will also be running a test to answer the question, if a building burned down, could it be rebuilt under the new proposed codes. The Board discussed conducting independent tests and see if any other groups in the community would want to partner together to share the expense. The overall concern is the time frame and whether or not the City would wait for the CID's results. Winter and Company did some testing during the Design Guidelines, and the board suggested going back to have them pare down the scope. Sheals motioned the CID commit up to 10K for the testing project, issue a request for proposals and seek partnerships, Waigandt seconded and none were opposed.

Committee Reports

Operations

The City will be spending \$100k to replace 50 downtown street light locations in 2016FY, and will request budget approval to replace the balance in 2017FY. The Committee proposed allocating 10K from the Downtown CID to upgrade these lights with programmable fixtures that increase lighting levels at specified times. The group worked with the City Power and Light Department and CPD to identify specs and locations. The proposed LED lights can be intensified at bar closing, to increase lighting levels and safety for patrons. McClung motioned to approve, Waigandt seconded. During discussion, there was concern that the style of light fixture and pole being recommended was not as traditional as the "acorn" decorative lights. After discussion on the benefits of the proposed LED, modern fixtures/poles, none were opposed.

Economic

The revised plan of the Hospitality Zone Assessment has been reviewed by committees and shared with the Board. Jim Peters will be able to come back during the spring to assist with the next steps. McClung motioned to share with Stakeholders, which include meeting participants, Mayor and Council, City Staff, Universities/Colleges and our constituents the suggestions in the RHI Hospitality Zone report and that our next step as a Downtown CID is to have committees review the report, assess the impact of the suggestions, and create action plan for items that prove beneficial and we are able to spearhead independently. Additionally, we will schedule a meeting with the Hospitality Zone Assessment stakeholders to share the results of committee work and continue to move the plan forward, asking for potential partnerships and advocating for the suggestions we are unable to spearhead without Stakeholder direct involvement and support. Waigandt seconded and none were opposed.

Solid Waste

Discussion was had regarding the compactor in the alley of Broadway Brewery. \$1500 was proposed to have an artist decorate the compactor before it is installed. The hope is that it will have the same effect as the decorated traffic boxes, decreasing abuse of compactor area. Ott motioned to approve, Dushoff seconded and none were opposed.

Alley Cleanup Proposal

Cynthia Mitchell provided proposal for enhanced cleaning around the compactors and dumpsters. This would involve hiring another City Solid Waste employee however they would also be able to report illegal dumping. Ott motioned to approve the enhanced cleaning but if there is anticipation of a rate increase, the Board would go back and review. Deb seconded. After discussion and vote the motion was approved. Waters opposed.

Gateway

Russ Volmert provided an update regarding the hub stories, which is underway for the first three locations. There will be a public meeting on February 11 to present the artist initial designs of the hub stories and receive public comment. After final approval, the artists will begin the design and fabrication process. The construction contract will go out for bid in early April, with construction to start mid May.

Closed Meeting

Employee Discussion

Dushoff motioned to allow Essing to negotiate up to 39K for salary, Wade seconded and none were opposed.

Sheals motioned that the committees can approve expenditures of the budget level up to \$10K at the committee level if the budget is approved. Wade seconded. During discussion it was stated

that it would expedite the Board meetings. After discussion, Sheals motioned to amend to include to revisit in one year, Wade seconded and none were opposed.

Adjournment

The next meeting is **Tuesday, February 9**, at 3:30 p.m.

**Community Improvement District
Economic Development Meeting
January 19, 2016
11S. Tenth Street**

Present:

Tony Grove, Grove Construction, LLC
Allan Moore, Moore & Shryock Appraisals
Marti Waigandt, 808 Cherry St.

Mike Wagner, Boone County National Bank
John Ott, Alley A Realty
Christina Kelley, Makes Scents

There was no meeting due to weather.

Adjournment

The next meeting is **February 16** at 4:00 p.m.

**Community Improvement District
Operations Committee Meeting
January 21, 2016
11 S. Tenth Street**

Present:

Deb Sheals, Historic Preservation
Ben Wade, Guitarfinder
John Ott, Alley A Realty

Tom Mendenhall, The Lofts at 308 Ninth
Adam Dushoff, Addison's
Andy Waters, Columbia Tribune

Absent:

Mike McClung, Carharts

Guests:

Jody Cook, City Recycling Volunteer
Coordinator
Val DeBrunce, Recycling Volunteer

Michael Trapp, Phoenix Programs
Krista Shouse-Jones, CPD

Flatbranch Park

A recap of the last meeting was provided including limited options for the CPD when encountering the homeless and the lack of medical detox. Michael Trapp presented information on Phoenix Programs, which has social setting detox. During discussion, concerns included how to help those in need, situations in which individuals refuse help and needs in our community, such as shelters and detox centers. Options included launching a Spare Change for Real Change campaign, to help educate community that giving funds to homeless could have unintended consequences of being used to purchase drugs/alcohol. The CPD is re-investigating the use of the 96-hour hold at University Hospital as needed. Trapp stated that he is working with United Way on a triage approach.

Power and Light FY16 Projects

Essing shared Walther's email citing his concerns regarding the new light poles. After discussion, Essing will follow up with Ryan Williams at the City to make sure that the best financial decisions on how to update the lighting downtown are being made. All agree that LED lights are still the best course of action.

Parklet

The committee discussed the ide of having pop up parks in the alleys in addition to the popular parklet. The goal is to come up with tactical art ideas with rotating art for public consumption. Essing will contact the City and see if they can help explore ideas for temporary art.

Adjournment

The next meeting is **February 18**, at 3:30 p.m.

**Community Improvement District
Marketing Committee Meeting
January 26, 2016
11 S. Tenth Street**

Present:

Christina Kelley, Makes Scents
Steve Guthrie, Landmark Bank
Ben Wade, Guitarfinder

Andy Waters, Tribune
Lisa Klenke, Calhoun's
Corissa Ray, Bluestem

Guests

True Media, Michelle and Jeremy Lane

True Media Update

Reviewed the reports of the print, cable TV and digital media placed during the holiday season. They received very positive feed back about the Magic Tree Lighting event and there was a great turnout.

True Media is focusing on a long-term plan; branding and image. The next big push will be in April. They will continue to provide monthly reports and present to the committee as needed.

Holiday Review

The snowflakes will be coming down the week of February 15th but the magic tree will stay up until after T/F Film Fest.

The lack of AMEX involvement hurt Shop Small because there was no incentive for purchase.

Gift Certificate Program

Essing presented an overview of the gift certificate program and presented options for either continuing the program as Gift Cards or ending it completely. The mall stopped selling gift cards two weeks ago. After discussion, Ray motioned to recommend discontinuing the gift certificate program by March 1, 2016, Klenke seconded and none were opposed.

Hospitality Zone Assessment Report

The Board approved the report and the next step is to prioritize the goals.

Website Calendar with Tribune

We are looking for an easy way to let people know what's going on, such as a common calendar. The Tribune already does this, and Waters presented a proposal. The calendar would fit inside a frame on our home page. We would be able to flag and add events onto the calendar. Right now, the item is not in the budget; we would need to find \$2400 annually for the calendar. This can be implemented at anytime.

Adjournment

The next meeting is **February 23** at 8:30 a.m.

**Community Improvement District
Executive Committee Meeting
February 2, 2016
11 S. Tenth Street**

Present:

Mike Wagner, Central Bank of Boone
County

Marti Waigandt, 808 Cherry St.
Adam Dushoff, Addison's

Absent:

Mike McClung, Carharts

Agenda Items

Proposed Development Code Testing Proposals

Essing will update the Board regarding the proposals and possible partnerships.

Gift Certificate Program

Essing will present the option of discontinuing the program, which is the recommendation of the Marketing Committee as well.

Gateway Capital Campaign

Essing will discuss transferring Gateway funds into the CFCM account.

Adjournment

The next meeting is **Tuesday, March 1**, at 4:00 p.m.