

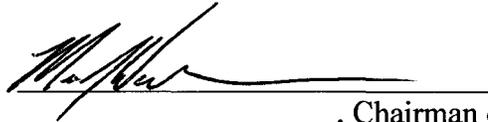
**RESOLUTION NO. 2016-04**

**A RESOLUTION OF THE DOWNTOWN COMMUNITY  
IMPROVEMENT DISTRICT APPROVING MINUTES OF  
THE BOARD OF DIRECTORS MEETING HELD  
NOVEMBER, 2015**

**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 November, 2015.

Passed this 8th day of December 2015.



\_\_\_\_\_, Chairman of the Board of  
Directors

(SEAL)

Attest:



\_\_\_\_\_, Secretary of the Board of Directors

**EXHIBIT A  
TO RESOLUTION NO. 2016-4**

**November, 2015 Meeting Minutes**

**Community Improvement District  
Board of Directors Meeting  
November 10, 2015  
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

Mike McClung, Carhart's  
Allan Moore, Moore & Shryock Appraisals  
Deb Sheals, Historic Preservation  
Andy Waters, Columbia Tribune  
Ben Wade, Guitarfinder

**Absent:**

John Ott, Alley A Realty  
Skip Walther, Walther, Antel, Stamper &  
Fischer

Blake Danuser, Bingham's  
Tony Grove, Grove Construction, LLC

**Guests:**

Carol Rhodes, City of Columbia  
Leah Christian, Fellow at City of Columbia  
Chad Gooch, CPD

Alicia Stice, Tribune  
Krista Shouse-Jones, CPD

**Approval of Minutes**

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

**Financial Report**

Financials were not completed and will be presented at December's meeting.

**City Report**

Christian gave an overview of the Smart Parking Workshop including recommendations that will be going to council. One of the recommendations did include forming a parking commission. Essing will send out the report to the board.

**Police Report**

The CPD gave an overview of the past month. They conducted their first Bar Safety training last month and had a great turnout; received positive feedback on both sides. They will continue to host these trainings.

**New Business**

**Board of Director Letter**

Tom Schwarz submitted his letter of resignation. Sheals motioned to accept the letter and select a new member at December's meeting, Dushoff seconded and none were opposed.

**Committee Reports**

**Operations**

Our storm water tree will be on the corner of 10<sup>th</sup> and Broadway. Heimos is partnering with MU to do a second tree and would like a letter of support from the CID. McClung motioned to write a letter of support, Dushoff seconded and none were opposed.

### Economic

Discussion on the Responsible Hospitality Institute Hospitality Zone drafted report. The report will be divided amongst the committees so that goals can be established. Once goals are agreed upon by full board, the report will be finalized and actions prioritized.

### Marketing

Holiday décor is up and there was great turnout for the Magic Tree Lighting event. The Marketing Committee approved True Media's budget for November and December.

### Search and Review

Current chairs of the committees should let Search and Review know by Thursday if they would like to continue as chair. Any member that would like to change committees should also submit their changes by Thursday.

### Gateway

Vangel Contract- Essing overviewed what still needed to be done regarding that Gateway Campaign. It was discussed whether or not to continue with the contract. Wade motioned to renew the contact, not to exceed \$20K, Waigandt seconded and none were opposed.

Artist Selection- Essing presented the three finalist. After discussion, Waigandt motioned that two of the hub stories should be designed by Cecilia Lueza (national artist) and the third hub story be designed by McMillan Industries (local artist). Wade seconded and none were opposed.

Advisory Board- It was recommended to create board that would make funding decisions. These would be positions rather than people and 3 of those positions would be held by CID Board members. Waigandt motioned to approve, Dushoff seconded and none were opposed.

### DLC Report

The DLC is currently reviewing the C2 Zoning and Smart Growth reports.

### Staff Report

Essing presented the option to get the carpet replaced in the office. Mendendall motioned to have the carpet replaced, Sheals seconded and none were opposed.

### Adjournment

The next meeting is **Tuesday, December 8**, at 4:00 p.m.

**Community Improvement District  
Economic Development Meeting  
November 17, 2015  
11S. Tenth Street**

**Present:**

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

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

**Guests:**

Adam Dushoff, Addison's  
Cynthia Mitchell, Solid Waste

Blake Danuser, Bingham's

**Solid Waste**

Grove stated that he still hasn't received a letter from Paul Land regarding the use of Bank of America space for a compactor. After discussion, Grove stated that he will have someone draft up a letter for Paul Land to sign.

The building where SoCo was located is being renovated. The new owners are looking to place a compactor on the lot behind the building; they are just trying to decide the best location.

There are still issues with illegal dumping around The District and it was discussed not only creating a new ordinance along with guidelines and standards but also finding a way to enforce the guidelines and standards already in place. Moore motioned to support hiring a lawyer to see if there is any legal action that can be taken, Waigandt seconded and none were opposed.

**Hospitality Zone Assessment Report**

The Board wanted to create an Action Plan that resulted from the report given. It has been divided into committees so that actionable goals can be established.

**Adjournment**

The next meeting is **December 15** at 4:00 p.m.

**Community Improvement District  
Marketing Committee Meeting  
November 18, 2015  
11 S. Tenth Street**

**Present:**

Christina Kelley, Makes Scents  
Jennifer Erikson, CAT TV  
Ben Wade, Guitarfinder  
Andy Waters, Tribune

Lili Johnson, Poppy  
Lisa Klenke, Calhoun's  
Corissa Ray, Bluestem

**Guests**

True Media, Michelle and Stephanie

**2016 At Large Members**

A vote was taken the two at large positions. Klenke and Ray were selected.

**True Media Update**

The budget until the end of December has been approved and the Media Plan for the remainder of the fiscal year were presented to the committee. A flow chart for the rest of the fiscal year was provided. After discussion, Wade motioned to approve the Media Plan for the remainder of the fiscal year, Waters seconded and none were opposed.

**CID Survey**

Essing presented the early findings for the survey sent out to business owners regards Holiday Event participation and the continuation of the Gift Certificate Program. At this time, there was no longer a quorum for a vote, but the consensus from the committee is to end the Gift Certificate Program. This will be discussed and brought to vote at the January Marketing Committee meeting.

**Job Description**

The job description for an Assistant Director of Outreach was presented to the committee before it is posted this afternoon.

**Hospitality Zone Assessment Report**

The Board wanted to create an Action Plan that resulted from the report given. It has been divided into committees so that actionable goals can be established. This committee will focus on the vibrancy section. The next meeting will be moved from its original date of December 22<sup>nd</sup> to Wednesday, December 2<sup>nd</sup> at 8:30am

**Adjournment**

The next meeting is **December 2**, at 8:30 a.m.

**Community Improvement District  
Operations Committee Meeting  
November 19, 2015  
11 S. Tenth Street**

**Present:**

Deb Sheals, Historic Preservation  
Ben Wade, Guitarfinder  
Mike McClung, Carhart's

John Ott, Alley A Realty  
Tom Mendenhall, The Lofts at 308 Ninth

**Absent:**

Adam Dushoff, Addison's  
Mike Wagner, Central Bank of Boone  
County

Andy Waters, Columbia Tribune

**Guests:**

Ryan Williams, City of Columbia Water and Light

**Power and Light FY16 Projects**

Williams presented options for replacing some of the light poles downtown. A standard fixture would be about \$2K per light and The District currently has 435 lights. Williams is going to recommend to the city that all should be replaced in FY17 budget. It was asked that pricing for new light poles be added to the budget as well. Williams suggested choosing 50 locations for the first round of replacements. The Committee will follow up with the CPD for their input of where those locations are. Mendenhall motioned to spend \$10K of the Public Safety budget for the lighting upgrade of 50 poles, McClung seconded and none were opposed. Essing stated that she will let the committee know when the meeting with the CPD about lighting will take place.

**RHI Hospitality Zone Goals- Plan for People Segment**

The committee discussed the process of first setting goals and then work on the tactics aspects. During discussion several topics were addressed. Topics included: Reviewing and updating the current panhandling ordinance; asking Block by Block to work on Sundays to help maintain cleanliness; and reviewing the Solid Waste District and adding Sunday trash collection.

**Zoning**

The next meeting is tomorrow. Essing will look into when the test cases will be released to see if it works. Essing will also bring the Zoning Committee back together to review the code again.

**2016 Chairs and Committees**

Sheals will chair the Operations Committee for another term.

**December Meeting (12/17)**

The meeting will be left as planned but will be canceled if there is no quorum. All Operations Committee meetings will now start at 3:30

**Adjournment**

The next meeting is **December 17**, at 3:30 p.m.

**Community Improvement District  
Executive Committee Meeting  
December 1, 2015  
11 S. Tenth Street**

**Present:**

Mike Wagner, Central Bank of Boone  
County  
Christina Kelley, Makes Scents

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

**Absent:**

Mike McClung, Carhart's

**Agenda Items**

- Discussion of December 8 Board Meeting Agenda
- Board will vote on the unexpired Board Member position vacated by Tom Schwartz. Applications are due on December 4. The term will run through January 2018.
- Reviewed SMART Parking Consultant report to City Council and discussed recommendation for the creation of a permanent City Parking Commission. Waigandt motioned that letter of support be drafted and reviewed by full board, Kelley seconded and all approved.
- Discussed proposed slate of 2016 Officers and Committees. Will add an Executive Committee "At Large" position, as Mike Wagner is proposed to continue, as Chair and the "Past Chair" position will not be in place in 2016. Full Board will vote on slate during meeting.
- Discussed planning a board retreat in January/February to discuss priorities for 2016.

**Adjournment**

The next meeting is **Tuesday, January 5**, at 4:00 p.m.