

RESOLUTION NO. 2017-14

**A RESOLUTION OF THE DOWNTOWN COMMUNITY
IMPROVEMENT DISTRICT APPROVING MINUTES OF
THE BOARD OF DIRECTORS MEETING HELD
FEBRUARY 2017**

**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 February 2017.

Passed this 14th day of March 2017.


_____, Chairman of the Board of
Directors

(SEAL)

Attest:


_____, Secretary of the Board of Directors

**EXHIBIT A
TO RESOLUTION NO. 2017-14**

February 2017 Meeting Minutes

**Community Improvement District
Board of Directors Meeting
February 14, 2017
11 S. Tenth Street**

Present:

Deb Sheals, Historic Preservation

Mike McClung, Dungarees/ Resident

Nickie Davis, Muse

Marti Waigandt, 808 Cherry St.

Ben Wade, Guitarfinder

David Parmley, The Broadway Hotel

Steve Guthrie, Landmark Bank

Tony Grove, Grove Construction, LLC

Tom Mendenhall, The Lofts at 308 Ninth

Adam Dushoff, Addison's

Kenny Greene, Monarch Jewelry

Absent:

Kevin Czaicki, Centurylink

Mike Wagner, Central Bank of Boone County

Andy Waters, 100 North Providence

Blake Danuser, Bingham's

Guests:

Robert Wells, University of Missouri

John Ott, Alley A Realty

Val DeBrunce, Citizen

Jodie Jackson, Columbia Daily Tribune

Carol Rhodes, City of Columbia

Krista Shouse-Jones, CPD

Allan Moore, Moore & Shryock Appraisals

Chad Gooch, CPD

Approval of Minutes

Motion by Sheals, second by Mendenhall, all approved.

Approval of Financials

Motion by Mendenhall, second by Dushoff, all approved.

Police Report - Gooch

Gooch provided update that downtown has been busier due to students being back in classes and warm weather. Increased activity has been noted in Flatbranch Park, possibly due to Room at the Inn being hosted at a downtown church this month.

City Report

Rhodes provided an overview of the Council's scheduled public comment and meetings to review the proposed UDO development code.

New Business

Mizzou Giving Day

Robert Wells shared information about Mizzou Giving Day, which will take place from noon to noon on March 15-16. The event is a 24-hour period to show support for Mizzou through financial gifts. The university is asking businesses to give a gift and to also have a visual display of support if possible.

UDO Code Feedback

Essing provided an overview of the list of recommendations and letter to the City Council with the CID's UDO feedback. Sheals motioned to send the letter to city council, Waigandt seconded and all approved.

Chamber Letter of Support

Essing provided a draft of a letter of support to send to the Chamber expressing the CID's support for the Chamber's 2017 legislative priorities. Sheals motioned to send letter, Waigandt seconded and all approved.

CVB MSHSAA Letter of Support

Essing presented a draft of a letter of support to provide to MSHSAA in regards to the music festival. Sheals motioned to approve and send letter, Dushoff seconded and none were opposed.

2017 Committees

Essing provided an updated list of the committee assignments. Greene requested change from Marketing to Operations Committee. Waigandt motioned to approve with change for Greene, Dushoff seconded and all approved.

Conflict of Interest Policy

Essing provided a copy and overview of the conflict of interest policy for board members. Board members required to sign acknowledgment of receiving conflict of interest policy.

Committee Reports

Operations

No motions at this time.

Economic Development

Moore presented the recommendation to the board that \$1,000 be contributed to a bike feasibility study. Mendenhall voiced objection to funding a feasibility study, if information may already be available. Discussion regarding how a bike share program might work. Sheals motioned that the bike study recommendation be sent back to the committee for more research and discussion. Davis seconded and none were opposed.

Marketing

No report at this time.

Gateway

No report at this time.

Infrastructure Task Force – Grove

Grove provided an update that the final report is now available and the work of the task force is complete.

DLC Report

Wade provided update that the commission discussed the public inconvenience fee process and began to talk about the proposed UDO development code. The February meeting will continue to discuss the code to determine if any DLC comments will be shared with the Mayor and Council.

Staff Report

Essing updated the board on annual employee performance goals discussions taking place in the office.

Public Comment

McClung opened the discussion for public comment. Val DeBrunce noted that he has taken an interest in the grease issue and is looking forward to discussing it with the operations committee.

Adjournment

Waigandt motioned to adjourn, Mendenhall seconded and none were opposed.

The next meeting is **Tuesday, March 14**, at 3:30 p.m.

**Community Improvement District
Economic Development Meeting
February 21, 2017
11 S. Tenth Street**

Present:

Mike Wagner, Central Bank of Boone County
Allan Moore, Moore & Shryock Appraisals
Blake Danuser, Bingham's

John Ott, Alley A Realty
Adam Dushoff, Addison's
Tony Grove, Grove Construction, LLC

Absent:

Andy Waters, 100 North Providence

Guests:

George Nichols, Food Truck Owner

Lawrence Simonson, PedNet Coalition

Economic Development

PedNet Bike Share Feasibility Study

Simonson gave a brief explanation of how a bike share program works. He explained that the purpose of a bike share is to enhance the community by providing outdoor recreation and a transportation alternative, however a bike share is not financially beneficial. A feasibility study would have to be done prior to implementation, costing approximately \$20,000. PedNet has asked that the CID donate \$1,000 to go toward the study. Simonson also explained that Alta was the company who won the bid to conduct the feasibility study. Dushoff motioned to support a downtown bike share with a \$1,000 donation, Danuser seconded and all were in favor.

Food Trucks

Essing explained that there has been a request by food truck operators to expand food truck locations downtown. The current approved locations are Cherry St. between 6th and 7th, Walnut St. between 9th and 10th, and Locust St between 9th and 10th (currently not open due to construction). There is discussion regarding where the appropriate locations could be so as to not take business away from brick and mortar establishments. Nichols explained that he is happy with his revenue at the current locations and that he doesn't want to take business from other restaurants, but that he could offer insight on behalf of other food trucks. If there were more locations, he may alter his business to cater to different crowds at different hours. Ott suggested also getting feedback from standing restaurants regarding proper locations. Essing pointed out that a change in locations or adding to the current ones would call for an ordinance change. Dushoff thinks that any location is fine as long as it is not too close to a restaurant's entrance. Nichols offered to put together a list of possible locations and to bring it to next month's meeting.

Solid Waste District

Trash and Dumpster Compactors - Proposed Master Plan – Steve Hunt

There have been a series of downtown "trash walks" to assist in creating a master plan regarding where waste receptacles should be placed within The District. Hunt is close to finishing this project and it will soon be distributed.

Other Business

Moore pointed out that graffiti is becoming a noticeable problem in The District. He would like the CID to make a push for building owners to stay on top of graffiti removal. Essing agreed to make a push for downtown business owners to clean the areas of defacement.

Adjournment

The next meeting is **Tuesday, March 21**, at 4:00 p.m.

**Community Improvement District
Operations Committee Meeting
February 16, 2017
11 S. Tenth Street**

Present:

Tom Mendenhall, The Lofts at 308 Ninth
Mike McClung, Dungarees/ Resident
Andy Waters, 100 North Providence
John Ott, Alley A Realty

Deb Sheals, Historic Preservation
David Parmley, The Broadway Hotel
Mike McClung, Dungarees/ Resident

Absent:

Kevin Czaicki, Centurylink

Guests:

John Conway, Public Works
Val DeBrunce, Citizen
Drew Brooks, City of Columbia Parking

Parking Meter Rollout, CoMoPark Cards and Meter Sticker Update (Guest: Drew Brooks/Parking)

Brooks shared that downtown parking garage payment is expected to change by using a ticketing system through the company: HUB. There will be better control over who is coming in and out of garages by issuing a ticket at entry and having patrons pay when they leave.

He confirmed that the initial meter rollout project is finished; yet they are adding a few more new meters around town per City Counsels request. Aside from a couple of programing errors and continued CoMoPark card training, it was a smooth process. The meter sticker design is still in the works.

Mendenhall asked where a new parking garage could go downtown. Brooks said that was not currently a topic of discussion. Ott agreed that the struggling parking issues downtown are bad for business. There was discussion about time limits on parking meters.

Mendenhall motioned to make a recommendation to the board to send a letter to Council requesting that a Parking Commission be established, Parmley seconded, and none were opposed.

Essing presented CoMoPark collateral for businesses that will agree to sell the cards in their stores. There are three options for participants to choose from. Currently, the launch is on hold until the City provides a legal agreement that would hold merchants accountable for selling the cards at face value only. Essing asked the CID if the launch should be pushed until after these two items are complete. Sheals would like a launch before July, but does want the legal document finished. Everyone was in agreement.

Grease Bins and Delivery Trucks

Essing recapped the grease and delivery truck issues and shared feedback from recent listening sessions. Regarding grease: most people want proper signage, appropriate consequences for misuse, a uniform system in place, and owners would like grants to help initiate changes. Regarding delivery trucks: most people agreed that delivery trucks are essential and that any limitations placed would negatively affect businesses downtown.

Grease

Conway explained that there is a difference between public grease bins and private grease bins, which present issues. His idea is to give a friendly notice to the remove problematic bins within a reasonable timeframe, and to offer employee training for those using the remaining bins. Ott added that there should be incentives tied in for proper grease bin usage. With existing bins, they should acquire a permit and be clearly labeled. Essing shared that there was \$30,000 in the CID's environmental sustainability fund, which

is not yet allocated. Parmley motioned to spend the \$30,000 on grants to create and implement grease solutions, Mendenhall seconded and none were opposed.

Trucks

Ott agrees that it's too limiting to enforce strict regulations on downtown delivery trucks, but that there needs to be a solution to blocked traffic. Sheals suggested a friendly flier that states the following: trucks must leave flashers on while unloading, may not block alleys or entryways, must be 30 feet from intersection, and there should only be one truck per block.

Adjournment

The next meeting is **Thursday, March 16** at 3:30 p.m.

**Community Improvement District
Gateways Committee Meeting
February 23, 2017
11 S. Tenth Street**

Present:

Deb Sheals, Historic Consultant
JJ Musgrove, OCA
Tooti Burns, NVAD

Marti Waigandt, 808 Cherry St.
Blake Danuser, Bingham

Absent:

Tony Grove, Grove Construction, LLC
John Glascock, City
Christina Kelley, Makes Scents
Clyde Ruffin, Second Baptist Church

Heiddi Davis, MU
Cliff Jarvis, Columbia College
Amy Schneider, CVB

Guests:

Michael Snyder, Parks and Recreation

Russ Volmert, Arcturis – Via Phone

Capital Campaign

Mission Mapping Report Review

Group discussed the capital report created by consultant, Eric Staley.

Burns suggested focusing on smaller goals, or partnering with the city for funding reasons. Sheals pointed out that with the project always changing, there may never be enough funding. Waigandt asked the committee to itemize goals. The group agreed that the next step decision hinges upon the NEA Our Town grant of \$200k, which would fund the West Entry Gateway. The decision on this grant application is to be made in April.

Volmert pointed out that master plans always evolve, and suggested that the West Entry Plaza would be a nice project to celebrate Columbia's bicentennial in 2021 if the CID would partner with the city's new park project. Essing agreed to talk with City representative to initiate a partnership. Danuser said that after seeing what the city's vision is, The Gateways Project priorities may change.

There was discussion about an event to unveil the first three light hubs that are in place. The committee discussed adding interpretative plaques at the three light hubs to identify the artist and the representation of the light hubs. Discussion to continue at next meeting.

Adjournment

The next meeting is **Tuesday, March 23** at 3:00 p.m.

**Community Improvement District
Marketing Committee Meeting
February 28, 2017
11 S. Tenth Street**

Present:

Lisa Klenke, Calhoun's
Ben Wade, Guitarfinder
Van Hawxby, Dogmaster Distillery
Nickie Davis, Muse Clothing

Absent:

Steve Guthrie, Landmark Bank

March Meeting

The March meeting will be moved up to Tuesday, March 21 due to Spring Break on the normal meeting date and potential lack of quorum.

2017 Eclipse

Group discussed upcoming Total Solar Eclipse on August 21, with ideas to market by providing downtown CID merchants with posters, viewing glasses and social media. Planning is in its initial stage as the CID receives feedback from constituents.

Spring Shop Hop

April 22 is The District's annual Spring Shop Hop. Group discussed the event collateral and agreed upon using the same design as last year.

Restaurant Week Concept

Cutrera provided an overview of research and feedback regarding a possible event to promote downtown restaurants. Group decided to conduct listening sessions from downtown businesses so that further planning could take place. The goal is to conduct a test event during the summer with a set menu price that would be easily advertised. Discussed adding a charitable connection, such as with the Food Bank of Central Missouri.

Other Discussion

Discussion regarding purchasing American and Mizzou flags for Broadway. Cutrera shared that there are 25 flag holders between 8th and 10th street on Broadway. The cost would be between \$800-\$1000. Klenke motioned to move forward with buying downtown flags. Davis seconded, and all were in favor.

Group reviewed sponsorship proposal from the Tiger Quarterback Club however opted not to participate at this time, due to lack of budgeted dollars.

Klenke presented an idea for a large Jack-O-Lantern display downtown, in partnership with the Humane Society. She would like to see the scaffolding and display placed in front of City Hall. Davis suggested that it could lead to some vandalism due to the annual Halloween pub-crawl and downtown events held over Halloween weekend. Wade liked the idea and would like to solicit feedback from other businesses.

Adjournment

The next meeting is **Tuesday, March 21** at 8:30 am

**Community Improvement District
Executive Committee Meeting
March 7, 2017
11 S. Tenth Street**

Present:

Adam Dushoff, Addison's
Mike Wagner, Central Bank of Boone County
Mike McClung, Dungarees/ Resident

Marti Waigandt, 808 Cherry St.
Ben Wade, Guitarfinders

Absent:

None

March Board Meeting Agenda

Essing distributed the drafted March Board of Directors agenda, which was discussed and approved by the group.

Adjournment

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