

RESOLUTION NO. 2018-26

**A RESOLUTION OF THE DOWNTOWN COMMUNITY
IMPROVEMENT DISTRICT APPROVING MINUTES OF
THE BOARD OF DIRECTORS MEETING HELD APRIL
2018**

**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 April 2018.

Passed this 8th day of May 2018.



_____, Chairman of the Board of
Directors

(SEAL)

Attest:


_____, Secretary of the Board of Directors

**EXHIBIT A
TO RESOLUTION NO. 2018-26**

April 2018 Meeting Minutes

**Community Improvement District
Board of Directors Meeting
April 10, 2018
11 S. Tenth Street**

Present:

Mike Wagner, Central Bank of Boone County
David Parmley, The Broadway Hotel
Deb Sheals, Historic Preservationist
Marti Waigandt, 808 Cherry St.
Lisa Klenke, Calhouns
Kenny Greene, Monarch Jewelry
Jesse Garcia, Penguin

Tom Mendenhall, The Lofts at 308 Ninth
Nickie Davis, Muse
Logan Dale, Landmark Bank
Kevin Czaicki, Centurylink
Adam Dushoff, Addison's
Ben Wade, Guitarfinder
Van Hawxby, Dogmaster Distillery

Absent:

Mike McClung, Dungarees/ Resident

Guests

Val DeBrunce, Citizen
Officer Brad Anderson, CPD
John Ott, Property Owner

Lt. Eric Hughes, CPD
Mike Trapp, 4AChange
John Trapp, 4AChange

Meeting called to order at 3:31 pm by Ben Wade, Chair.

Introductions were provided around the table of board members and guests.

Approval of Minutes

Motion by Mendenhall, second by Davis, all approved.

Approval of Financials

Sheals presented the financial packet and provided a detailed overview of revenue and expenses. Sheals reported that the CID was on budget at this point. Mendenhall motioned to approve financials, Davis seconded and all were in favor.

Police Report

Lt. Hughes and Officer Anderson reported that there were no incidents to share for the month. Lt. Hughes asked that Downtown CID stakeholders utilize Officer Anderson as a contact with any CPD-related concerns. Essing agreed to share Officer Anderson's contact information via an e-newsletter. Lt. Hughes provided an update that new CPD officers are in training and expected to be ready to begin by mid-summer. Wade asked the board if there were questions for CPD. There were no questions.

City Report

Carol Rhodes was unable to attend the meeting due to a conference and there was no report.

New Business

4AChange Midyear Report

Mike and John Trapp provided an overview and distributed a written report recapping the first 6 months of homeless and panhandling outreach within the Downtown CID. 4AChange has utilized just 1/3 of the contracted budget, as the winter months are slower due to Room at the Inn being in operation. Mike Trapp shared that they anticipate utilizing the full budget as needs increase with warmer weather. Mike Trapp shared that the needs of the downtown homeless stem from chronic issues that take time to find solutions.

4AChange utilizes a coaching approach with a low barrier of entry, asking just for a first name to begin a relationship. Mike Trapp shared that 51 individuals have been helped thus far, which include homeless, panhandling and transient individuals. Mike and John Trapp have developed a network within the homeless outreach community however do find it more difficult to connect with the panhandling individuals.

4AChange is now partnering with other agencies to work together and provide critical intervention when needed. John Trapp has completed VI-SPDAT training, which allows potential federal funding to assist those in need. Mike Trapp is also now a member of the Columbia Homeless Outreach Team, which is part of the Functional Zero Task Force.

Mike Trapp provided an overview of their work so far, noting that individuals who had agreed to meet with them often stand them up. However, they expect this and continue to work with those willing to accept help.

Mike and John Trapp shared that they have provided crisis intervention when receiving concerns from downtown businesses, providing examples of services provided. 4AChange has successfully helped individuals secure birth certificates, social security cards tents and housing vouchers.

Czaicki inquired if Mike and John Trapp had other ideas to help those in need downtown. Mike Trapp shared that he would like to explore a day labor program that would provide dignified working opportunities with a low barrier to entry. John Trapp shared a idea to create a newspaper with downtown ads that could be a tangible product sold by homeless or panhandling individuals. In addition to providing income, the program would allow for further coaching and relationship building.

Davis and Sheals expressed concerns regarding the transient population, which can include aggressive and threatening individuals. Klenke asked that 4AChange provide directions to downtown restrooms, such as Wabash Station and City Hall. Davis asked that 4AChange check the parking garage stairwells, which are often used as shelter locations.

2019FY Budget Process

Essing provided an overview regarding the 2019FY Downtown CID budgeting process, which will include committee budget discussions in April and May. The board will review a draft budget in May and vote on the final budget in June. The budget will then be shared with the City Council in order to gather feedback. The final budget will be approved by September and will begin on October 1.

Essing shared that sales tax revenue for 2019FY will be projected flat based on historic sales trends.

Committee Reports

Operations

Committee Chair Parmley shared a list of downtown parking priorities drafted by the committee, which would be helpful for Parking Commission representative Mike McClung. Motion by Mendenhall and second by Davis, with all in favor. Sheals mentioned that the priorities might be used to craft an overall mission statement for the parking commission.

Parmley provided an update that the committee continues to work on the proposed sidewalk dining ordinance changes and improving the used grease storage issue.

Economic Development & Solid Waste

Committee Chair Wagner provided an update on the solid waste master plan, which will be voted on by Council in April. Wagner shared a drafted letter of support from the board regarding the plan. Mendenhall motioned to send the letter to City Council, Dale seconded and all were in favor.

Wagner shared that the requested solid waste ordinance changes would follow, with Council action anticipated in early summer. Wagner also provided an update on the requested expanded food truck parking spaces ordinance, expected to be voted on by Council in May.

Marketing

Committee Chair Hawxby provided an update on current branding and traffic building events being planned, including Spring Shop Hop and Restaurant Week. Hawxby provided a recap of the marketing meeting's presentation on the media buy, shared by Tribune Targeted.

Search and Review

Chair Wade shared that there was no report, as the committee did not meet.

Gateways

Committee Chair Waigandt provided an update that the committee did not meet however the Gateway Plaza project will be part of the Founders Park campaign in partnership with the Bicentennial Task Force.

DLC Report

Wade provided an update that the DLC did not meet in March. The commission has formed a task force to discuss continuing the charette process, which may result in a funding request from the Downtown CID and other organizations. Essing will present the proposed sidewalk dining ordinance changes at the April DLC meeting.

CoMo200/ Bicentennial Task Force Report

Sheals shared that Parks and Recreation and the Downtown CID presented concepts for the Flatbranch Park and the Gateway Plaza concept will be shared in April. Two subcommittees have been formed, a Public Relations committee and a History Committee.

Parking Commission Report

Essing reported on behalf of McClung that the commission has not yet met, with the first meeting scheduled for May 2.

Staff Report

Essing provided an update on the stakeholder communication system, with staff currently working with members of the database to update preference requests for digital communications. Essing thanked Deb Sheals for providing historic tour of downtown for staff retreat.

Public Comment

DeBrunce shared that he appreciates the opportunity to discuss improvements to downtown recycling locations.

Closed Meeting

At 4:45 p.m., Mendenhall motioned to move to a closed meeting per Missouri State Ordinance 610.021 to discuss open staff positions, which was seconded by Sheals. Davis departed the meeting.

Essing conducted a roll call vote to move to a closed meeting. Czaicki, Klenke, Dale, Mendenhall, Dushoff, Parmley, Garcia, Sheals, Greene, Wade, Hawxby, Wagner, and Waigandt voted yes. McClung and Davis were absent. There were no dissenting votes.

Upon the department of guests, Essing provided an overview of the search process for the Office Manager (part time) and Director of Outreach (full time) staff positions. Search and Review met on April 5 to discuss candidates and salary ranges. Essing asked that the Office Manager salary range of total compensation up to \$35k annually and Director of Outreach salary range of total compensation up to \$50k annually be approved. Mendenhall motioned to approve, Czaicki seconded and all were in favor.

At 4:58 p.m., Wagner motioned to come out of closed meeting, seconded by Mendenhall.

Essing conducted a roll call vote to move out of the closed meeting. Czaicki, Klenke, Dale, Mendenhall, Dushoff, Parmley, Garcia, Sheals, Greene, Wade, Hawxby, Wagner, and Waigandt voted yes. McClung and Davis were absent. There were no dissenting votes.

Adjournment

Meeting adjourned at 4:59 pm. Waigandt motioned to adjourn, Czaicki seconded and none were opposed.

The next meeting is **Tuesday, May 8**, at 3:30 p.m.

**Community Improvement District
Search and Review Committee Meeting
April 5, 2018
11 S. Tenth Street**

Present:

Ben Wade, Chair
Mike McClung, Past-Chair
Mike Wagner
Adam Dushoff

Absent:

Kenny Greene

Meeting called to order at 3:31 pm by chair, Ben Wade

Office Manager Candidates

Essing distributed packets with applicant information for Office Manager position and discussed interview process. Committee reviewed candidate information.

Director of Outreach Candidates

Essing distributed packets with applicant information for Director of Outreach position and discussed interview process. Committee reviewed candidate information.

Committee asked Essing to work with Moresource to secure background check for final candidates. Discussed asking board to approve salary range for both positions so that Essing can negotiate offers.

Adjournment

Meeting adjourned at 4:26 pm. McClung motioned to adjourn, Dushoff seconded and none were opposed.

The next meeting is **Thursday, April 19** at 9:30 a.m.

**Community Improvement District
Economic Development and Solid Waste Meeting
April 17, 2018
11 S. Tenth Street**

Present:

Mike Wagner, Chair
Adam Dushoff
Jesse Garcia

Andy Waters
Logan Dale (via conference call)

Absent:

Guests:

Val DeBrunce
Steve Hunt

Meeting called to order 3:32 pm by Wagner, Chair.

Introductions were provided around the room.

Updates and Discussion

Solid Waste District – Proposed Master Plan

Hunt shared an update the proposed master plan, which was approved on April 16 by City Council.

Solid Waste District – Proposed Ordinance Changes

Hunt recommended that the ordinance change request follow the Council's consideration of the master plan. The group agreed, with discussion to continue and the request for ordinance changes to occur in May or June. Hunt shared that city staff will prepare a report to council to include an overall plan for downtown solid waste and recommended ordinance changes and enhancements. Hunt also shared that the solid waste department has been directed to investigate solutions for used cooking oil downtown. Dushoff inquired as to if used cooking oil was considered a food waste, and Hunt explained that the city code speaks more to grease trap definitions rather than used cooking oil.

Solid Waste District – Education and Outreach to Stakeholders

Hunt provided an example of the letter and flyer on how to use the Downtown Solid Waste District compactors and dumpsters that was sent to all downtown utility payment addresses in March.

Solid Waste District – Food Waste Collection and Used Cooking Oil

Hunt provided an update that downtown restaurants have been surveyed and several indicate interest in a food waste collection process. The City is now reviewing the logistical details of how to set up a route, where to store the food waste and the best collection bins to use. Committee discussed the potential of used cooking oil being a food waste product and potentially able to be composted and collected via the food waste program. Hunt will research this possibility and return to the committee with an update. DeBrunce suggested that Hunt reach out to Steve Callis, a local expert on composting. Dushoff agreed that a business-friendly solution for used cooking grease needs to be explored that will solve environmental issues and provide clean up requirement for spills. Dushoff suggested that one used cooking oil vendor be selected by the city to provide service and required clean up of areas to ensure a responsible party.

2019FY Budget and Planning

Essing presented draft 2019FY budget items and priorities for the committee's review and discussion. Garcia noted that the downtown demographics and clientele has shifted with the increase in student housing, which has both positive and negative impacts to downtown businesses. He is concerned that

increasing rent prices are driving out unique and eclectic art, music and business venues. However, the year-round residents allow for business to continue throughout previously slow months, such as summer and holiday break. Committee discussed ideas to nurture new businesses, such as a retail incubator, kick-off grant programming, business speaker series and shop local campaign. Dushoff noted that other college towns, such as Lawrence, might offer innovative ideas. Committee agreed that 2019 focus should be more on business development, support and growth in order to help businesses thrive downtown. Garcia noted that CID funds should be efficiently spent in areas that are the most impactful. Waters agreed that funding for business development is important however the committee should develop a plan first and then seek funding, perhaps from the 2019FY contingency fund.

Shop Local CoMo Campaign

Essing provided an overview of the new “Shop Local CoMo. Support Local. Love Local.” Campaign developed by the marketing committee and launching next week. The campaign will be promoted via social media advertising, traditional advertising on KMIZ and COMO Living, postcard mailings and with in-store clings and posters.

Motion by Dushoff to allocate \$2k of the Economic Development 2018FY budget to the campaign, second by Garcia and all approved. Committee asks that the Marketing Committee best allocate the \$2k towards the Shop Local initiative.

Other Discussion

Essing shared feedback that Tom Mendenhall would like to see pricing reviewed to add security cameras at solid waste locations downtown.

Adjournment

Meeting adjourned at 4:30 pm. Waters motioned to adjourn, Dushoff seconded and none were opposed.

The next meeting is **Tuesday, May 15**, at 3:30 p.m.

**Community Improvement District
Search and Review Committee Meeting
April 19, 2018
11 S. Tenth Street**

Present:

Ben Wade, Chair
Mike McClung, Past-Chair
Mike Wagner
Adam Dushoff

Absent:

Kenny Greene

Guests:

Nickie Davis

Meeting called to order at 9:31 am by chair, Ben Wade

Director of Outreach Candidates

Essing distributed packets with applicant information for Director of Outreach position and discussed interview process. Committee reviewed candidate information.

Motion by Wagner to extend an offer to selected candidate, contingent upon background check and letter of good standing from State of Missouri. Second by Dushoff. All approved.

Adjournment

Meeting adjourned at 10:15 am. McClung motioned to adjourn, Dushoff seconded and none were opposed.

The next meeting is not scheduled, as this committee meets on an as-needed basis.

**Community Improvement District
Operations Committee Meeting
April 19, 2017
11 S. Tenth Street**

Present:

David Parmley
John Ott
Kevin Czaicki

Logan Dale
Kenny Greene

Absent:

Tom Mendenhall

Guests:

Shane Creech, City of Columbia
Val DeBrunce, Volunteer

Tim Teddy, City of Columbia
Deb Sheals, Board Member

Meeting called to order at 3:32 pm by committee chair, Dave Parmley.

Proposed Sidewalk Dining Ordinance Changes

Creech and Teddy provided city responses to the proposed downtown sidewalk dining ordinance changes suggested by the Downtown CID in March. The city does not currently utilize a ticketing system for enforcement however does respond to complaints. The addition of an annual application and fee collection would add to the workload of the city. Sheals inquired if the sidewalk dining inspection could occur at the time that a certificate of occupancy is issued for a business. Teddy responded that this process occurs only once, when a business initially opens. He also described that sidewalk dining is often added after the certificate has been issued. Parmley suggested that the health department provide the inspections as part of their regular visits. Creech noted concern that the health inspections vary based on timing, and may not occur during the seasonal weather of sidewalk dining. Parmley also suggested the business license department however Creech said that there was a shortage of staffing.

The group discussed requiring an unobstructed 60" walkway on the sidewalk however agreed that "unobstructed" could be difficult based upon sidewalk amenities, such as trees. Teddy noted that some cities require transparency of the dining areas in order to improve visibility. The committee also talked with Creech and Teddy about the appropriate start and stop dates for sidewalk dining, as Missouri weather could provide warm days during the winter. Creech also shared that the city would prefer permanently affixed bollards and chains, as customers can move the current bollards into the walkway. Parmley, Greene and Dale agreed that this would be helpful. Sheals noted the concern of damaging the public sidewalk and always having fencing in place even when it is too cold to dine outside. The group discussed potential finish options to allow for more than just black chains, and Creech asked that the Downtown CID assist in determining the appropriate choices for downtown. Sheals suggested that a certain opaque level of material be required to allow for an open and airy design.

Teddy provided an overview of the difference for a right of use permit, which requires City Council approval compared to sidewalk dining that does not require approval other than a liquor license. Sheals asked if another permit could be added that would not be as extensive as right of use however would require a plan to be submitted on the sidewalk dining design. Teddy agreed that this would be helpful.

Creech shared an update that the City would be extending the curb for the sidewalk north of Room 38, in order to provide more walkway space.

Ott suggested that the committee continue the discussion during the May meeting to determine next steps. Essing shared that she will be presenting the concepts to the Downtown Leadership Council in April to gather their feedback as well. Teddy noted that the sidewalk dining ordinance language should also be located in the same place of the city code, as it is currently confusing due to being in two locations. Sheals added that perhaps we simply need to provide sidewalk dining best practices to businesses. She mentioned that in Chicago, all tables and chairs must be brought inside at night. Czaicki clarified that there are three situations, which include private property and no required approval, a right of use, which gives legal

approval to use the sidewalk and free use of the sidewalk with the dining. Parmley agreed, and noted that an annual fee would help pay for the inspection process.

Street Lighting Project

Essing provided an update from Ryan Williams, Water and Light, that the six test lights that will increase in brightness at bar close have arrived. The lights will be installed in May and an interested parties meeting will be scheduled to view the effectiveness.

Grease Disposal

Essing provided an update from John Conway, City of Columbia, regarding grease containers on the public right of way downtown. The city has committed to help find solutions to benefit the downtown businesses and improve the experience overall.

Parking

Parmley shared that Mike McClung, CID representative for the parking commission, has asked the committee to provide ideas for an overall mission statement for downtown parking. DeBrunce noted that is also a member of the parking commission and has asked for parking priorities, similar to the Downtown CID priorities, from MU and the DLC. Ott noted that downtown parking should foster an active, vibrant commercial area, with vehicles circulating in order to bring new visitors continuously downtown. He shared his concern with cars being housed in downtown garages by residents, taking valuable parking spaces from customers and creating a stagnant business environment. The committee opted to discuss a mission statement at a later meeting, due to time constraints.

2019FY Budget and Priorities

Essing presented draft 2019FY budget items and priorities for the committee's review and discussion. The committee agreed that \$30k should be shifted from infrastructure to downtown horticulture, to improve the plantings and flowers. Dale noted that more perennials should be added and all agreed that the planters on Broadway should not just be mulched for 9 months out of the year. Ott noted that other downtown landscaping plans are far superior to our downtown. Sheals suggested that \$30k be budgeted for landscape architecture plans and potential improvements, such as adding watering systems. Ott noted that downtown building owners should provide water access through outdoor spigots. Sheals also suggested offering an "adopt a spot" program to enhance the downtown landscaping, noting how great the banking landscaping often looks. Parmley commented that the brick landscaping boxes are dated and should be replaced.

Other Discussion Items

None

Public Comment

DeBrunce shared that the grease in the public alley continues to cause a mess that should be improved upon.

Adjournment

Meeting adjourned at 5:05 pm. Dale motioned to adjourn, Ott seconded and none were opposed.

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

**Community Improvement District
Marketing Committee Meeting
April 24, 2018
11 S. Tenth Street**

Present:

Nickie Davis
Van Hawxby
Mark Sulltrop

Lisa Klenke
Christina Kelley

Absent:

None

Guests:

None

Meeting called to order 8:32am by Hawxby, Chair. Introductions were provided around the room.

Updates and Discussion

Spring Shop Hop

Discussion and feedback from committee regarding April 21 Spring Shop Hop event. Overall, sales and traffic were up due to event and other activities, such as Sorority Mom's Weekends and Unbound Book Festival. Talked about encouraging stores to remain open later next year, such as 8 p.m.

June Restaurant Week

Discussion regarding planning for upcoming Restaurant Week, to be held June 11 – 17. Essing provided an overview of event planning and communication materials, with the restaurant discussions to begin the first week of April.

2019 Budget, Marketing Plan and Priorities

Essing distributed drafted versions of the 2019FY budget, marketing plan, marketing priorities and social media plan. The plan includes increasing brand awareness, bolstering sales and traffic, continued downtown investment and focusing on signature events, community outreach, and improved public relations. The group discussed changing the media buying and working in-house rather than utilizing a media-buying agency. In addition, the group recommended reducing the postcard mailings to downtown addresses to bi-monthly rather than monthly, using the website, social media and email for more frequent information sharing. The savings would be redirected into a college marketing outreach campaign, to include participating in campus events, marketing materials to promote downtown to students and outreach advertising. The committee also brainstormed ways to reach consumers that don't shop downtown due to perceived parking issues.

Hawxby recommended creating a new signature event to focus on nightlife and bar venues downtown. Group discussed ideas including pub-crawl, bartender competitions, expanded Restaurant Week and an event to promote the experience of downtown nightlife.

CCA Fund Grant Procedure

Essing provided an update that the Board of Directors has asked the Marketing Committee to discuss and recommend a plan to gift the \$35k in the CCA (Central Columbia Association) account to one or more local nonprofits. The fund is no longer actively used and incurs monthly expenses for accounting, financial reports and banking services. The fund is a 501c3, with dollars required to be gifted to another 501c3. The group briefly discussed gifting the funds to The Gateways Account, which is a 501c3 through the

Community Foundation. The group also talked about creating a grant application program, in which local nonprofits could apply for funding.

Future Educational Workshop Topic

It was discussed that the next educational workshops would cover:

- 1.) Insurance (April)
- 2.) Composting (May)
- 3.) Social Media (June)
- 4.) Tax changes (August)

Other Discussion

Essing shared request from local nonprofit, The Children's Grove, for the Downtown CID to fund a \$500 Kindness Tree or invest in a butterfly bench, to be placed in Flatbranch Park. The group declined the request due to not being budgeted however will help promote the annual "Week of Kindness" via social media.

Essing provided an update on the "Shop Local CoMo. Support local. Love local." Campaign, with postcards, posters and clings ordered for businesses. External advertising to include boosted social media for a 100-miles radius, CoMo Living ads and :05-second bumpers on KMIZ. Group discussed \$2000 of the Economic Development budget approved to promote campaign and decided to purchase coasters to be placed at downtown restaurants, bars and businesses. Essing and Kelley will research merchandise options, so that businesses could purchase campaign items and sell at a 50% markup, with the Downtown CID funding the set up charges. Select items will be chosen for the campaign, and other merchandise requests would need to be approved by the marketing committee.

The group decided to move the May meeting up to Tuesday, May 15 at 8:30 a.m. in order to have quorum.

Adjournment

Meeting adjourned at 9:55 a.m. Kelley motioned to adjourn, Davis seconded and none were opposed.

The next meeting is **Tuesday, May 15**, at 8:30 a.m.

**Community Improvement District
Gateways Committee Meeting
April 26, 2018
11 S. Tenth Street**

Present:

Marti Waigandt, Chair
Deb Sheals

Heiddi Davis
Tootie Burns

Absent:

Christina Kelley
Clyde Ruffin
Amy Schneider
Tony Grove

Blake Danuser
John Glascock
Cliff Jarvis
JJ Musgrove

Guest:

Mike Snyder, City Parks and Recreation

Meeting called to order at 3:31 pm by chair, Marti Waigandt. Introductions made around the room.

Gateway Plaza and Founders Park

Essing and Sheals provided an update on the Mayors Task Force for Bicentennial Planning meeting held April 25. This task force agreed to partner with the Downtown CID Gateways Committee to create a working group for fundraising and building the park and Gateway Plaza together.

Motion by Davis for the committee to meet on an "as needed" basis going forward, with committee members encouraged to join the bicentennial park and Gateway Plaza committee to build this signature element of the Gateways Plan by 2021. Second by Burns. All approved.

Burns, Sheals and Essing volunteered to serve on the task force.

The group discussed the history of Flatbranch Park being built in two phases and talked about the challenge of the culvert with the next phase of the park and Gateway Plaza. MoDOT will need to be involved to determine the culvert location and extended right hand turn lane from Providence to Broadway. The committee discussed the Gateway Plaza elements and how to best proceed, with the most complicated elements including the Columbia letters, sphere and columns. Davis asked Snyder how the city would like to proceed, and Snyder responded that they would like Acturis to create construction plans in order for the Gateway Plaza work to begin. Davis suggested that Arcturis be hired as a subcontractor to work under the city for the project. Sheals noted that it was too early to begin discussing the logistics, as the park must first be designed and public input meetings scheduled. Sheals noted that the Columbia sculpture is a major part of the design and already vetted by the public through the Gateways planning process, and must be included. Snyder noted that the city is working with Crockett Engineering to calculate cost estimates for the demolition of the former McAdams building foundation. Sheals commented that the park and Gateway Plaza should be a combined effort, led by one contractor under the city rather than a piecemeal project. Davis suggested that Ahrens Steel would be a potential local contractor for the sculpture, sphere and columns. Davis recommended that the Columbia letters be hollow and made of stainless steel. Burns agreed that stainless would weather well, noting the Tidal Murmur sculpture on Walnut. Snyder and Essing to meet with Ahrens Steel to see if they would have the capacity to complete the project.

Burns suggested research project to see if Gateway Plaza art would qualify under the city percent for art program.

Sheals suggested that the artwork for the column sleeves and sphere be changes from words to abstract images or historic maps. The group agreed that this approach would allow the art to remain timeless and allow visitors to interpret the art on a personal level.

Sheals noted that the first step is for the city to receive structural and engineering information to understand the site and begin the overall design process. Essing and Snyder to investigate process with city.

Essing shared suggestion from Pat Fowler to utilize historic bricks in the plaza construction. The group agreed that the bricks would be an excellent part of the project if feasible.

Capital Campaign

Essing provided an update on current Gateways funding, with \$450k in the Downtown CID Gateways Account and \$43k in the Community Foundation Gateways Account. Essing shared that the application for the NEA Our Town grant was unsuccessful.

Adjournment

Meeting adjourned at 4:26 pm. Sheals motioned to adjourn, Davis seconded and none were opposed.

The next meeting is **not yet scheduled, as the committee will meet on an as-needed basis.**

**Community Improvement District
Executive Committee Meeting
May 1, 2018
11 S. Tenth Street**

Present:

Ben Wade, Chair
Jesse Garcia, At Large Member
Nickie Davis, Secretary
Mike McClung, Past-Chair
Deb Sheals, Treasurer and Chair-Elect

Absent:

None

Meeting called to order at 3:31 pm by chair, Ben Wade

May Board Meeting Agenda

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

2019 Budgeting Process

Essing reviewed the budgeting process for the 2019 fiscal year, which began in April and includes discussion by the full board and committees.

Adjournment

Meeting adjourned at 4:26 pm. McClung motioned to adjourn, Davis seconded and none were opposed.

The next meeting is **Tuesday, June 5** at 3:30 p.m.