

RESOLUTION NO. 2018-35

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

Passed this 11th day of September 2018.



_____, Chairman of the Board of
Directors

(SEAL)

Attest:



_____, Secretary of the Board of Directors

**EXHIBIT A
TO RESOLUTION NO. 2018-35**

August 2018 Meeting Minutes

**Community Improvement District
Annual Board of Directors Meeting
August 14, 2018
11 S. Tenth Street**

Present:

Tom Mendenhall, The Lofts at 308 Ninth	Adam Dushoff, Addison's
Deb Sheals, Historic Preservationist	Ben Wade, Guitarfinder
Mike Wagner, Central Bank of Boone County	
Kevin Czaicki, Centurylink	Logan Dale, Landmark Bank
Jesse Garcia, Penguin	
Kenny Greene, Monarch Jewelry	
Van Hawxby, DogMaster Distillery	
Dave Parmley, Broadway Hotel	

Absent:

Deb Rust, Tellers
Marti Waigandt, 808 Cherry St
Lisa Klenke, Calhoun's
Mike McClung, Dungarees

Guests

Munir Mohammad, Boone Olive Oil Company, Shortwave Coffee
Officer Brad Anderson, CPD
Assistant Chief John Gordon, CPD
Val DeBrunce, Citizen
Erin Babb, Speckled Frog Toys
Robert Hollis, Attorney
Ross Weber, KOMU
Abby Dodge, KOMU
John Trapp, 4AChange
Mike Trapp, 4AChange
Christina Kelley, Makescents
Mary Dodds, Tropical Liqueuers
Molly Wagner, Billiards on Broadway

Meeting called to order at 3:30 pm by Wade, Chair.

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

Approval of Minutes

Motion by Greene, second by Mendenhall, all approved.

Approval of Financials

Sheals, Treasurer gave a quick summary of the financials, stating that the CID is on budget. Sheals motioned to approve financials, Wagner seconded, all were in favor.

Police Report

Assistant Chief John Gordon informed the Board of the increase in officer presence downtown after the three consecutive weekends of gun discharges in the area. He believes that the issues are not caused by patrons of the clubs but by some of the individuals that loiter in the parking lots and the increase of visitors from other cities. Some of the preventative measures that the Columbia Police Department are taking include closing some parking lots overnight, placing DWI cops downtown on the weekends, pulling officers off patrol to focus on downtown, asking street-performers and food vendors to rearrange to prevent bottlenecks on the sidewalks. However, multiple of these measures are not sustainable. There will be two teams of ten officers to work downtown on Fridays and Saturdays until nighttime downtown activities return to normal. One officer was assaulted by a woman while controlling the weekend crowds. The police force will increase the issuing of citations to control crowds until activity is normal again. Lt Matt Stephens will be placed downtown due to his overnight schedule. There is an increase in citations and tickets due to overcrowding in the jail. The CPD currently has a staff of 174 sworn officers but would like to have about 50 more.

City Report

Carol Rhodes was not present to provide an update.

New Business

Appoint Custodian of Records

Raven Birk was appointed as the new custodian of records for The District as part of her position as Office Manager. The board approved in a role-call vote.

Property Assessment Rate Public Hearing and Vote

Essing informed the board that the 2018 property assessments had been done and proposed if the board would like to keep the property assessment tax the same. Sheals motioned to keep the tax the same, Wagner seconded, all present approved in a role-call vote. That property tax is .4775 for every \$100.

2019 Assertive Outreach

4AChange was present to report the success of the CID's last contract with them. Their services include homeless outreach and engagement to connect the homeless population in The District with rehabilitation services and increase overall public safety. Their program had responded to the CID's bid for a new contract and the Board wanted to continue the assertive outreach service with 4AChange. The motion to accept the proposal was made by Dale, seconded by Czaicki, and approved by all in a role-call vote.

2019 FY Contracts

The Board opened the discussion of the new fiscal year contracts by inquiring if any members would like to discuss a particular contract. Sheals suggested if there were no concerns, the new contracts (Resolution 2019-01 through Resolution 2019-12) be approved through a consent agenda. Czaicki motioned to approve the contracts in a consent agenda style, Wagner seconded, and all approved after the role-call vote.

Gift Certificate Account

The CID's attorney, Robert Hollis, presented his legal advice to the board on a case that he has been working on for The District about the CCA's gift card account. He advised that the CCA board has a meeting to make a decision on how to proceed with the account.

Ameren Letter

Essing presented the follow up letter from the CID Board to support a letter sent by the North Village Arts District to request Ameren to clean up their lot in the North Village. Mendenhall amended that the letter would be sent to Missouri legislative representatives as well. Parmley motioned to send the amended letter, Sheals seconded, all approved in a role call vote.

Committee Reports

Operations

Horticulture

Parmley gave a brief overview of Resolution 2019-12 for the CID to partner with Columbia Parks and Rec for landscaping in The District. Dushoff motioned to approve, Sheals seconded, all approved in the role-call vote.

City Capital Budget Letter

Parmley then presented the drafted letter from the Board to about the lighting test downtown to increase safety. The letter requests to move the lighting test closer to the center of The District to test effectiveness. Parmley motioned to send the letter. Dushoff seconded, all approved in the role-call vote.

Economic Development & Solid Waste

Marketing

Search and Review

DLC Report

CoMo200/ Bicentennial Task Force Report

Parking Commission Report

Staff Report

This meeting was Essing's last day as the Executive Director of the CID

Public Comment

None

Adjournment

Meeting adjourned at 4:52pm when the board lost quorum. Haxby motioned to adjourn, Parmely seconded, and all approved.

The next board meeting is **Monday September 10th**, at 3:30 p.m.

**Community Improvement District
Economic Development and Solid Waste Meeting
August 21, 2018
11 S. Tenth Street**

Present:

Mike Wagner
Jesse Garcia
Logan Dale
Andy Waters

Absent:

Adam Dushoff

Guests:

Val DeBrunce

Meeting called to order at 3:31pm by Wagner

Approval of the Agenda

Approval of agenda was motioned by Dale, seconded by Garcia, and approved by all

Trash and Dumpster Compactors

Steve Hunt from the City was not present to speak

Master Plan Implementation

The committee discussed the overall purpose of the group, pointing out that the focus has been on solid waste for so long that there has not been any clear focus towards economic development. A suggestion to repurpose the committees and set clear goals for all committees was made and will be brought up to put on the agenda for the next board meeting at the next executive committee meeting. The group liked the idea of working closely with the marketing committee to work on brand image and focus on bringing customers in for the retailers as well as ideas for the CID to better support retailers in The District. The focus of the discussion then went to brainstorming ideas for parking and transportation alternatives downtown as well as walking districts. The committee decided to start working more closely with the City's parking task force.

Solid Waste Ordinance Updates

No Updates

Food Waste/ Used Cooking Oil Discussion

No discussion

Glass Recycling Program Overview

Lelande Rehard was not present to give the overview

Adjournment

Meeting was motioned to adjourn at 4:06pm by Dale and seconded by Wagner, none were opposed.

**Community Improvement District
Marketing Committee Meeting
August 28, 2018
11 S. Tenth Street**

Present:

Van Hawxby, Chair
Lisa Klenke
Mark Sulltrop

Absent:

Christina Kelley

Guest:

Munir Mohammad

Meeting was called to order at 8:33am by Hawxby.

Approval of the agenda was motioned by Sulltrop and seconded by Hawxby, approved by all.

Media Buy

The committee discussed the media buy and finalized their decisions dependent on the pricing options that we were originally given. They also discussed potential options for printing and videography. The committee discussed the desire to begin geofencing and mailers. Decisions will be approved by the board soon to hold media slots.

College Marketing Discussion

Birk and Davis reported the progress made toward the college marketing outreach including a new newsletter and the discovered interest of the college population in downtown.

Bar/Nightclub Event Discussion

Davis shared the results of the survey to bar and club owners. The general desire is to have the event in the slow months, on week nights, and not to have a competition but a passport similar to Restaurant Week. This caused the group to discuss potential dates for the event as well as for Wedding Stroll.

Not So Frightening Friday Discussion

Group debated the best practices for participating in the event and decided to keep the same poster design as last year.

Upcoming Educational Workshops

The committee discussed what the best time to have the educational workshops and decided Wednesdays at 3:30pm and attempting to record the workshop for reference and referral to stakeholders that were not able to attend. They discussed future topics of the workshops.

No public comment

Sulltrop motioned to adjourn the meeting at 9:50am, Klenke seconded, all approved

The next meeting is Tuesday, September 25th at 8:30am

**Community Improvement District
Search and Review Committee Meeting
August 28th, 2018
11 S. Tenth Street**

Present:

Ben Wade, Guitarfinder
Deb Sheals, Historic Preservationist
Mike McClung, Dungarees
Kenny Greene, Monarch Jewelry
Mike Wagner, Central Bank of Boone County
Adam Dushoff, Addison's
Deb Sheals

Absent:

None

Guests:

None

Meeting called to order at 4:01pm by Ben Wade

Approval of the Agenda

Motioned by Wagner, seconded by McClung, all voted in favor.

Executive Director

Committee selected their top 4 candidates for the executive director position, decided to do an interview with the entire committee and then with the entire board.

Right of Use Request

Wade gave Sheals a right of use request that we were given from the University of Missouri to look over with her historic preservation knowledge.

Committee Mission Statements

Committee decided to wait until new Executive director is selected to define the committee responsibilities and goals.

Adjournment

Meeting adjourned at 4:46pm, motioned by McClung, seconded by Dushoff, all voted in favor.

**Community Improvement District
Operations Committee Meeting
July 19, 2018
11 S. Tenth Street**

Present:

David Parmley
John Ott
Ben Wade

Kevin Czaicki
Tom Mendenhall

Absent:

Logan Dale

Kenny Greene

Guests:

Val DeBrunce, citizen
Kurt, Shakespeare's
Gabe Huffington, Parks and Rec
Ryan Williams, Water and Light

Meeting called to order at 3:33 p.m. by committee chair, Parmley.

Approval of Agenda

Motion to approve agenda by Ott, seconded by Czaicki, all approved.

Landscaping and Horticulture

Gabe Huffington discussed with the committee the landscape design for downtown. He informed the committee that the City has purchased bricks to repair and replace the raised flower beds, street level planters, and trees planters. Huffington said that he would share a map of the beds downtown so that the committee could see which belonged to the City and which belonged to the CID. Committee discussed replacing the planters with different styles that would be easier to see around in cars and prevent pedestrians from sitting on them. Committee asked Gabe if the City could remove dead limbs and trees, Gabe informed the committee that they will but they must wait until they have replacement trees from the nursery and the trees wouldn't become diseased from pruning.

Lighting Project

Ryan Williams informed the committee that the six poles for the test lighting were on delay. The group discussed the style of the poles, potential banner attachments, heights of the banners, and the coating of the poles (black powder). The test is set to happen on Broadway between Hitt and Waugh. When asked by the committee if the test could be moved farther down the block, Williams said there was an issue with wiring for the test. The new lights will not be on all day but set throughout the evening and morning at varying levels of brightness which can be set as a percent.

Parking

Ott brought up issues with leasing offices due to parking issues. The City did not have a meeting for parking this month. The group discussed using the \$10 bus subsidy that comes with each parking permit to go toward the purchase of a surface lot and a shuttle to increase the accessibility of the District and ease parking.

Proposed Sidewalk Dining Ordinance Changes

Parmley reminded the committee that this issue is with the City now after the July 16 Council meeting.

Other Discussion Items by Committee

Committee asked Czaicki and Williams about the undergrounding of utilities because it has not been competed in the District and the committee had noticed a company putting new wires on the poles. They discussed ownership and responsible parties of the poles.

Committee asked Williams about the gas meters that were to move to the outside of buildings and how to work with that and beautification. They asked about permits for community improvement and right of use permits for the conduit on a 9th and Broadway building that was recently remodeled.

Public Comment

None

Adjournment

Motion to adjourn by Czaicki, seconded by Wade, all approved. Meeting adjourned at 4:37 p.m.

The next meeting is **Thursday, September 20**, at 3:30 p.m.

**Community Improvement District
Executive Committee Meeting
August 7, 2018
11 S. Tenth Street**

Present:

Ben Wade
Deb Sheals
Mike McClung

Jesse Garcia

Absent:

Kenny Green

Guests:

Meeting called to order at 3:34 pm by chair, Ben Wade

Agenda approval motioned by McClung, seconded by Sheals, all approved.

Agenda Items

Committee discussed and approved the upcoming Board of Directors meeting agenda. Key items discussed in the agenda include a discussion about the executive director search update, a committee mission statements discussion, a right of use permit received by the CID.

Comments from Members, Staff and Public

The group had discussions about online banking access, CCA actions, the need for external hard drives for the computers, deciding if there were any resolutions for the board meeting, the stakeholders gala, and Broadway parking on the weekend nights

Adjournment

Meeting adjourned at 4:25 pm. Ben Wade motioned to adjourn, Garcia seconded, and all approved.

The next meeting is **Tuesday, October 2nd** at 3:30 p.m