

RESOLUTION NO. 2017-09

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

Passed this 10th day of January 2017.


_____, Chairman of the Board of
Directors

(SEAL)

Attest:


_____, Secretary of the Board of Directors

**EXHIBIT A
TO RESOLUTION NO. 2017-09**

December 2016 Meeting Minutes

**Community Improvement District
Board of Directors Meeting
December 13, 2016
11 S. Tenth Street**

Present:

Deb Sheals, Historic Preservation
Blake Danuser, Bingham's
Marti Waigandt, 808 Cherry St.
Ben Wade, Guitarfinder
John Ott, Alley A Realty
Tony Grove, Grove Construction, LLC
Adam Dushoff, Addison's

Mike McClung, Dungarees/ Resident
Christina Kelley, Makes Scents
Andy Waters, 100 North Providence
Mike Wagner, Central Bank of Boone County
Allan Moore, Moore & Shryock Appraisals
Tom Mendenhall, The Lofts at 308 Ninth

Absent:

Skip Walther, Walther, Antel, Stamper & Fischer
Steve Guthrie, Landmark Bank

Guests:

Chad Gooch, CPD
Val DeBrunce, Citizen
Carol Rhodes, City of Columbia

Nickie Davis, Muse Clothing
Jodie Jackson, Columbia Daily Tribune
Krista Shouse-Jones, CPD

Approval of Minutes

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

Financial Report

Essing provided an overview of financials and current budget status. Mendenhall motioned to approve the financials, Sheals seconded and none were opposed.

Police Report - Gooch

Sgt. Gooch provided update that aggravated assault is down, but that larceny is up due to holiday shopping. There are current investigations regarding a burglary on Cherry St. and a sexual assault at Flat Branch Park. He also stated that the police officers shift changes were impending. Lt. Shouse-Jones shared that the downtown security CID funded cameras have been ordered.

City Report

Rhodes discussed the change from Parkmobile cards to CoMo Park cards and the upgrades to the parking meters. She said that the City of Columbia is on schedule to implement these changes next month.

New Business

Board Alternative Applications

Essing shared that the proposed 2017-2020 CID Board of Directors slate was not approved by the Mayor. Wagner shared that five alternative board members must be selected. There was discussion regarding how to proceed in the selection of alternates primarily because of the sparse amount of interest in the downtown community. McClung motioned to open the selection process, Waigandt seconded and none opposed. Alternate applicants will be accepted through January 6 at Noon, and five alternates will be selected during the January 10 Board of Directors Meeting.

Bylaws Amendments

McClung presented Search and Review Committee recommended changes in the CIDs bylaws regarding quorum clarification and minimum board member meeting attendance requirements. Waigandt motioned to accept changes in bylaws, Sheals seconded, and none were opposed.

2017 Committees

Essing presented a proposed committee member slate for 2017, which was discussed by the Search and Review Committee. Waigandt moved to accept the new slate, Dushoff seconded, and none were opposed.

2016FY Audit

McClung updated the board on a meeting he and Essing had with Beard-Boehmer and Associates. McClung shared that CID would benefit from a review, which would be less costly than a full audit. The fee for a partial audit will be \$1300. Dushoff motioned to accept the revised proposal, Mendenhall seconded, and none were opposed.

Public Inconvenience Fee

Essing provided a brief update on the City of Columbia's decision to revise City Code to establish an ordinance regarding a public inconvenience fee for extended temporary occupancy of public spaces.

UDO Code Update

Essing provided an update on the Planning and Zoning Commission's review of the proposed development code. In addition, Essing shared a drafted letter of additional Downtown CID feedback on the proposed code, for board approval. Waigandt motioned to approve and send the letter, Kelley seconded, none opposed.

Committee Reports

Operations

Sheals provided an update that the committee is working on downtown horticulture. Phoenix Programs will also be attending the December committee meeting to provide an update on the downtown outreach program. Sheals began a discussion on making downtown parking more user-friendly by offering CoMo Park cards for sale at businesses. She included that it would be beneficial if the City of Columbia offered a minimal discount to merchants to incentivize them to participate. She expressed that she was in favor of providing a letter of support to the city and suggested that The District set aside money to fund the discount to merchants. Ott motioned to spend up to \$2,000 for marketing materials to promote the CoMo Park cards at downtown businesses. In addition, Ott motioned that the Downtown CID request a 20 – 30% discount on the cards for businesses selling cards, in order to cover operating expenses. Danuser seconded and none were opposed.

Economic Development

Moore provided an update that Steve Hunt with the City's Solid Waste Department is working on a master plan for downtown solid waste locations. This planning tool will be discussed at upcoming committee meetings.

Marketing

Wade discussed the success of the marketing efforts to promote and enhance holiday events. He asked for feedback and ideas regarding the 2017 Total Solar Eclipse, which will take place on August 21. Essing noted that this date is the first day back to school for CPS. Kelley suggested asking the City of Columbia if the downtown lights are on sensors. Nothing further was discussed at this time.

Search and Review

There was nothing further to discuss at this time.

Gateway

Grove updated the board that Grove Construction is working with steel professionals to add steel plates to the globes for the installation wires and to ensure their safety. He is hoping to begin installation in late December or early January.

Kelley provided an update on the CoMoGives Gateways campaign.

Infrastructure Task Force – Grove

Grove provided an update that the Infrastructure Task Force has created a draft report for Council.

DLC Report

Wade discussed the DLC's involvement with the City of Columbia's recent public convenience fee, which included hosting a public hearing and providing recommendations.

Parking Task Force Update

Sheals provided an update on the working draft of parking and traffic management task force recommendations. She went over the important points, which included the following:

1. Residential development and redevelopment in the M-DT district shall provide one-quarter (.25) parking space per bedroom.
2. All accessible parking spaces that are required by the City's current adopted Building Code shall be built on-site in the M-DT district. All other parking requirements can be satisfied on-site or within one-quarter (.25) mile of the site.
3. Pass an ordinance forbidding the resale of parking permits at a higher price than charged by the city.
4. Allow the sale of CoMo Park cards to downtown retailers at a wholesale price for businesses to retail to increase access and incentivize businesses to promote use.
5. The City Council shall appoint a permanent Parking and Transportation Management.

Staff Report

Essing thanked the Board of Directors for their work and dedication to the board and improving our downtown.

Public Comment

Wagner opened the discussion for public comment. Nothing was discussed so he closed the discussion.

Adjournment

The next meeting is **Tuesday, January 10**, at 3:30 p.m.

**Community Improvement District
Economic Development Meeting
December 20, 2016
11 S. Tenth Street**

Present:

Marti Waigandt, 808 Cherry St.
Christina Kelley, Makes Scents
Blake Danuser, Bingham's

Mike Wagner, Central Bank of Boone County
Allan Moore, Moore & Shryock Appraisals

Absent:

John Ott, Alley A Realty

Tony Grove, Grove Construction, LLC

Guests:

Val DeBrunce, Citizen

Steve Hunt, City of Columbia – Solid Waste

Trash and Dumpster Compactors

Steve Hunt provided an update that the compactor would not be returned to the alley behind Broadway Brewery. Many potential solutions have been attempted however there is still concern of damaging surrounding buildings due to the tight space.

**Proposed Master Plan and Service Schedule
Downtown Delivery Trucks**

Steve Hunt shared a drafted master plan of downtown solid waste locations, including additional compactors and enhanced fencing. The committee will continue to review and offer feedback during the January meeting.

Adjournment

The next meeting is **Tuesday, January 17**, at 4:00 p.m.

**Community Improvement District
Operations Committee Meeting
December 15, 2016
11 S. Tenth Street**

Present:

Deb Sheals, Historic Preservation
Adam Dushoff, Addison's
John Ott, Alley A Realty
Tom Mendenhall, The Lofts at 308 Ninth

Absent:

Ben Wade, Guitarfinder
Mike McClung, Dungarees/ Resident
Andy Waters, 100 North Providence

Guests:

Heather Jacobson, Phoenix Health Programs
Val DeBrunce, Citizen
Yolanda Day, Phoenix Health Programs

Phoenix Programs Outreach Update

Jacobson provided an update on the outreach program. The main points are as follows:

- Recently a decline in panhandling due to inclement weather
- There have been 20 assessments
- Many homeless don't have ID or birth certificate creating difficulties
- 6 people have been through detox
- 5 out of those 6 went to residential living
- 7 people have been housed in total since the beginning of the program
- Phoenix is adding another outreach person

Day discussed that she approaches all homeless/panhandlers downtown to create ongoing relationships. There was much talk about concrete numbers regarding how many homeless and how many panhandlers. Jacobson and Day explained that it is difficult to keep track of such numbers, as several of them are only passing through. They also said that there is a desperate need for transportation assistance and are accepting bus passes as donations. Dushoff asked if there is capacity to house all homeless. Jacobson explained that there are enough beds for temporary housing, yet the cost of living is too high to help everyone get into a permanent residence.

Grease Bins/ Delivery Trucks Listening Sessions Update

Essing provided an update that she was continuing to hold listening session and visiting businesses to get feedback about delivery truck parking and grease bins. So far, she has learned that businesses do not wish to have delivery truck restrictions.

Parking Meter Stickers Update from Drew Brooks

Essing stated that she is to meet with Drew Brooks on the following Tuesday to show the CIDs support for new parking stickers.

Other Discussion Items

Sheals inquired about making The District office a sort of visitor's bureau. She mentioned that it would be nice to have a place to get information about the downtown and a free restroom for The District visitors. Nothing was decided at this time.

Adjournment

The next meeting is **Thursday, January 19** at 3:30 p.m.

**Community Improvement District
Marketing Committee Meeting
11 S. Tenth Street**

Members:

Christina Kelley, Makes Scents
Ben Wade, Guitarfinder
Van Hawxby, Dogmaster Distillery

Lisa Klenke, Calhoun's
Steve Guthrie, Landmark Bank
Andy Waters, 100 North Providence

MEETING CANCELLED DUE TO HOLIDAYS

The next meeting is **Tuesday, January 24** at 8:30 am

**Community Improvement District
Gateways Committee Meeting
11 S. Tenth Street**

Members:

Heiddi Davis, MU

Amy Schneider, CVB

John Glascock, City

JJ Musgrove, OCA

Clyde Ruffin, Second Baptist Church

Richard Perkins, Stephens

Christina Kelley, Makes Scents

Tooti Burns, NVAD

Blake Danuser, Bingham

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Deb Sheals, Historic Consultant

Cliff Jarvis, Columbia College

MEETING CANCELLED DUE TO HOLIDAYS

The next meeting is **Tuesday, January 26** at 3:00 p.m.

**Community Improvement District
Executive Committee Meeting
January 3, 2017
11 S. Tenth Street**

Present:

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

Marti Waigandt, 808 Cherry St.
Mike McClung, Dungarees/ Resident

November Board Meeting Agenda

Essing distributed the drafted January agenda.

Board Member Alternate Selection

There will be a vote on the board member alternatives at the next board meeting. There are currently five applicants. The CID is still in search of a resident. Applications are due January 6th at noon.

Vision Zero

Essing discussed providing letter of support from Downtown CID.

UDO Code Update

Essing will provide an update of the Planning and Zoning process during the board meeting.

Accountant Renewal Letter

Gerding, Korte, and Chitwood have sent a renewal contract. This will be discussed at the board meeting.

Adjournment

The next meeting is **Tuesday, February 7** at 4:00 p.m.