


RESOLUTION NO. 2018-17

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

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DOWNTOWN
COMMUNITY IMPROVEMENT DISTRICT AS FOLLOWS:**

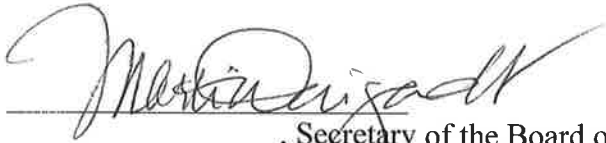
The Downtown Community Improvement District (the "District") hereby approves of the meeting minutes for the meeting of the Directors held November 2017.

Passed this 12th day of December 2017.


_____, Chairman of the Board of
Directors

(SEAL)

Attest:


_____, Secretary of the Board of Directors

**EXHIBIT A
TO RESOLUTION NO. 2018-17**

November 2017 Meeting Minutes

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

Present:

Tony Grove, Grove Construction, LLC
Kevin Czaicki, Centurylink
Nickie Davis, Muse
Marti Waigandt, 808 Cherry St.
Mike McClung, Dungarees/ Resident
Blake Danuser, Bingham's
Deb Sheals, Historic Preservationist

Steve Guthrie, Landmark Bank
David Parmley, The Broadway Hotel
Tom Mendenhall, The Lofts at 308 Ninth
Andy Waters, 100 North Providence
Adam Dushoff, Addison's
Kenny Greene, Monarch Jewelry
Ben Wade, Guitarfinder

Absent:

Mike Wagner, Central Bank of Boone County

Guests:

Lisa Klenke, Calhouns
Carol Rhodes, City of Columbia
Mike Trapp, AAACHange
Adam Boisclair, Business Owner
Allan Moore, Moore & Shryock appraisals
Eric Hughes, CPD

Val DeBrunce, Citizen
Jesse Garcia, Business Owner
John Trapp, AAAACHange
Logan Dale, Landmark Bank
Barry Mangold, ABC 17

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

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

Approval of Minutes

Motion by Mendenhall, second by Waigandt, all approved.

Approval of Financials

Essing provided a financial overview and reported that the CID is staying on budget for FY2018 (which began in October). Waigandt motioned to approve financials, Dushoff seconded and all were in favor.

Police Report

Hughes discussed that there had been no major crime since last month's Board meeting. He shared that Sgt. Gooch is going to leave downtown and that Sgt. Sinclair would be replacing him. McClung inquired about which officer is linked to the Department of Neighborhood Services and asked whom he should reach out to regarding improper disposal of solid waste. Hughes confirmed that he could be reached for those matters.

City Report

Rhodes shared that there was nothing to report.

New Business

Board Member Election

McClung explained that there would be a vote and that the CID would submit a slate of five board candidates to replace the five terms are expiring. The candidates took turns introducing themselves. Essing collected the ballots to be counted after adjournment.

AAChange Outreach Program – Update

Mike and John Trapp provided a handout of their recent work downtown and went over the highlights. Out of the 31 homeless people assessed, 29 were unsheltered, 8 were observed panhandling, 9 were clearly under the influence (0 expressed interest in exploring treatment options), 4 showed signs of mental illness, and 11 were amenable to some form of help. They are currently in the process of gaining the trust of the identified homeless people and learning their individual needs.

Substance Abuse Advisory Commission Alcohol Ordinance Recommendations – Update

Essing shared that there was no action taken at council.

Broadway Phase Two TIF – Update

Essing shared that Parmley would bring the Broadway Phase Two TIF proposal before council for vote at the December 4th meeting.

Stakeholder Communication and Outreach System

Essing explained that the new stakeholder communication system is being built out by Delta, consultant, and that the CID staff is scheduled to receive training.

True/ False Sustainability Grant Letter of Support

Essing distributed a drafted letter of support to the Mid-Missouri Solid Waste Management District regarding the True/ False Sustainability Grant, which would make the event zero waste. Mendenhall motioned to approve, Danuser seconded and all were in favor.

Committee Reports

Operations

Waters gave a brief overview of the previously mentioned downtown street lighting project. There was nothing new to discuss.

Economic Development & Solid Waste

Moore provided a request from the committee to change the food truck vendor location ordinance and add three locations. The three locations in question are Walnut between 7th and 8th, Walnut between 10th and Hitt, and Eighth Street between Broadway and Walnut. Sheals motioned to approve the request, Dushoff seconded and all were in favor. The request will be sent to the City Council for consideration.

The solid waste master plan is underway. There has been talk about adding Sunday pickup, which would introduce a 15% rate increase. Nothing was decided at this time.

Marketing

There was no meeting due to lack of quorum. Wade discussed upcoming events.

Search and Review

McClung shared that there will be a search and review meeting for the committee to conduct CID staff performance reviews.

Gateways- MOU With City for Gateways Plaza

Essing briefly discussed the MOU with the City and shared that the idea to bond the project's financing had been tabled. She announced that there is a Bicentennial Committee forming. Waigandt would like to see collaboration between Founders Park and The Gateway Plaza. Sheals motioned to continue to budget \$100k annually, up to \$1M, for the Gateways budget and contribute to City in a partnership, as long as a CID member could be on the planning committee and as long as select elements of the current renderings were promised to be incorporated. Danuser seconded the motion and all were in favor.

DLC Report

Wade shared that the DLC sent a letter to council regarding delivery truck issues.

Staff Report

Essing distributed the FY2017 annual report. McClung shared that the CID held a constituent meeting regarding solid waste in the alley behind Commerce Bank on Broadway. He would like to see the Office of Neighborhood Services pay more attention to this location. Waigandt motioned to contact The Office of Neighborhood Services and to promote education and enforcement of proper solid waste disposal. Mendenhall seconded her motion and all were in favor.

Public Comment

Parmley requested a letter of support to take to City Council in support of the TIF. Waigandt motioned to write a letter of support, Wade seconded, Waters and Parmley abstained, and the rest were in favor.

Adjournment

Meeting adjourned at 4:45 pm. Waigandt motioned to adjourn, Mendenhall seconded and none were opposed.

The next meeting is **Tuesday, December 12th**, at 3:30 p.m.

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

Present:

David Parmley, The Broadway Hotel
John Ott, Alley A Realty
Kenny Greene, Monarch

Kevin Czaicki, Centurylink
Deb Sheals, Historic Preservation

Absent:

Andy Waters, 100 North Providence

Tom Mendenhall, The Lofts at 308 Ninth

Guests:

Ryan Williams, City of Columbia

Val DeBrunce, Citizen

Meeting called to order at 3:32 pm by Katie Essing, Executive Director, as Chair Waters unable to attend.

Introductions were made around the room.

Updates and Discussion

Downtown Lighting Update – Ryan Williams, City of Columbia

Williams shared that the Water and Light Advisory Board includes John Conway, Dick Parker, Kim Fallis, Jay Hasheider, and Scott Fines. Essing shared that she would be presenting a power point outlining the CIDs proposed downtown street lighting program. The new streetlights would replace about half of downtown's current lights. Ott commented that there might be a need for more lights in the future as The District continues to grow. Williams explained that this will be phase one, and that it is his hope that they all get changed eventually. Sheals suggested using some of the CID's safety budget for more lights where there aren't any currently. Parmley drafted out a possible four-phase budget.

Sidewalk Dining Ordinance

There was new discussion about Room 38's sidewalk café and the addition of the winterized plastic cover. Parmley motioned to research if the City approved the plastic cover, Greene seconded and all were in favor. Essing will speak to Tim Teddy about the issue.

Other Discussion Items

DeBrunce shared that he continues to work on food waste, grease, and recycling issues.

Adjournment

Meeting adjourned at 4:48 pm. Greene motioned to adjourn, Ott seconded and none were opposed.

The next meeting is **Thursday, December 21**, at 3:30 p.m.

**Community Improvement District
Search and Review Committee Meeting
November 17th, 2017
11 S. Tenth Street**

Meeting called to order at 3:33 pm by Mike McClung, Chair.

Discussion regarding CID staff Performance reviews for 2017 and performance goals for 2018.

Motion to adjourn by Sheals, second by Danuser, all approved. Meeting adjourned at 4:45 pm.

**Community Improvement District
Economic Development and Solid Waste Meeting
November 21st, 2017
11 S. Tenth Street**

Present:

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

Adam Dushoff, Addison's
Andy Waters, 100 North Providence
Tony Grove, Grove Construction, LLC

Guests:

Patricia Hayles, City of Columbia
Steve Hunt, City of Columbia
David O'Black, Brookside

Val DeBrunce, Citizen
Justin Atwood, Brookside

Meeting called to order at 3:33 pm by Allan Moore, Chair.

Solid Waste District

Trash and Dumpster Compactors

-Educational Materials and Signage – Patricia Hayles, City

Hayles distributed and discussed solid waste educational signage drafts. It details out how to use compactors, break down boxes, and other such proper waste disposal reminders. She shared that the City has trained volunteer ambassadors to hand out the materials and answer questions. Hayles requested feedback. She will take suggestions into consideration and finalize the educational materials.

-Proposed Master Plan (Steve Hunt)

Hunt plans to set up a meeting with Steve Sorrell with the City of Columbia to discuss the proposed master plan. Waters wants to only include the compactors on the rendering Hunt is to share so as to make things less confusing.

-Review of Proposed Compactor Leases – Wabash Arms & Campus Corner

Hunt discussed that the Campus Corner compactor currently doesn't have a lease, so he has drafted one. The owner has asked for \$7500 to house the compactor for the first year with a 3% increase each following year. He then shared Wabash Arms lease proposal, which is based on the owner's requests. Danuser believes that both prices seem high but Grove disagrees. Moore also thinks that no one is going to want a compactor on his or her lot for anything less. Danuser believes that there needs to be standardization for such lease agreements. Moore thinks that standardization can be hard because property values range so much based on location. Grove thinks that if there aren't many locations, it won't be time consuming to negotiate each individual lease. Waters suggested taking a parking spot price at each location and doubling it to have a starting out point for negotiations, Danuser agreed. Waters motioned to counter the \$7500 proposed amount with \$5400 with a 3% annual increase to start negotiations. Danuser seconded the motion and all were in favor.

-Food Waste

DeBrunce provided an update on the food waste information collection process. He shared that many places are composting their food waste.

Economic Development

Proposed Alcohol Ordinance

Essing had a meeting with Dushoff, David Maxwell of Mid-Mo Restaurant Association and Council Member Pitzer. Pitzer is seeking feedback from stakeholders as to whether or not they wish to be involved. A workshop is being planned in January to increase awareness of alcohol policies and best practices.

NVAD Trolley Concept for First Fridays

Essing shared that The North Village Arts District wishes to make travel around The District easier during First Fridays. They are going to test a trolley during the December 1 First Fridays (which happens to also be Living Windows) to see how well the idea is received. If it's successful, the CID will discuss possibly assisting in funding the trolley budget. There was no motion.

Adjournment

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

The next meeting is **Tuesday, December 19th**, at 3:30 p.m.

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

Present:

Ben Wade, Guitarfinder
Van Hawxby, Dogmaster Distillery
Steve Guthrie, Landmark Bank

Lisa Klenke, Calhouns
Nickie Davis, Muse Clothing

Guests:

Christina Kelley, Makes Scents
Josh Safranski, Alpine Shop

Jared Peterson, Alpine Shop
Giunilla Murphy, Bluestem

Meeting called to order at 8:30 am by Ben Wade, Chair.

Updates and Discussion

Feedback – Not So Frightening Friday – October 27

The event was successful and there was discussion about how to improve for next year.

Feedback – Holiday Shop Hop

Representatives from the Alpine Shop shared that their sales were down but it could have been because there was a home football game. Klenke would have liked to have seen more post cards in the teller stations at the banks. There was discussion on changing the date next year to avoid competing with football Saturdays. Kelley and Wade agree that the consistency of the date is more important than changing to avoid the sporting event so people don't forget when it is.

Feedback – Shop Small Saturday

Kelley shared that in the Delmar Loop in St. Louis, they do a promotion that if someone shops during Shop Small, they get a free drink coupon to a participating area bar. She would like to see Columbia do something like that. Klenke said that her shoppers enjoyed her door greeter and her refreshments during the event. Klenke and Safranski like the idea of having reusable flags to hang during the event.

Living Windows – December 1

Essing distributed the event maps and shared that it falls on NVAD First Fridays. She stated that there was going to be a lot of good competition this year and expects good attendance.

Restaurant Week – January 12-21

There are 17 restaurants committed to participate this season, which is two more than the last event. Menus are due December 8th.

Wedding Stroll with American Heart Association – February 17

Essing shared that the CID is currently in the planning stages of this first time event. Kelley and Klenke shared ideas on how to expedite planning.

Spring Shop Hop

The group discussed and established the date for Spring Shop Hop to occur on April 21, 2018.

Other Business

Due to the holidays, the December Marketing Committee meeting has been moved to January 9th, 2018.

Adjournment

Meeting adjourned at 9:50 am. Wade motioned to adjourn, Klenke seconded and none were opposed.

The next meeting is **Tuesday, January 9th**, at 8:30 a.m.

**Community Improvement District
Gateways Committee Meeting
November 30th, 2017
11 S. Tenth Street**

Present:

Christina Kelley, Makes Scents
Deb Sheals, Historic Preservation

Tootie Burns, NVAD
Clyde Ruffin, Second Baptist Church

Absent:

Marti Waigandt, 808 Cherry st
JJ Musgrove, City of Columbia
John Glascock, City of Columbia
Cliff Jarvis, Columbia College

Tony Grove, Grove Construction, LLC
Amy Schneider, CVB
Blake Danuser, Bingham's

Guests:

Mike Snyder, Parks and Rec
Russ Volmert, Arcturis

Mike Griggs, Parks and Rec

Meeting called to order at 3:35 pm by Katie Essing, Executive Director.

Updates and Discussion

Gateways Plaza and Founders Park Planning

Essing shared the prior MOU discussion and that it is undergoing final edits. The City of Columbia is forming a bicentennial committee and would like two CID members to serve on it. Sheals feels that Essing would be a good representative for the CID. Sheals and Kelley are also interested in serving. Sheals distributed MOU speaking points and the group discussed reaching out to Council Members to answer questions before the December 18 Council meeting.

Volmert shared an updated renderings of the Gateway Plaza alongside Founders Park.

Essing stated that there would be no December meeting due to the holiday season.

Adjournment

Meeting adjourned at 4:25 pm. Burns motioned to adjourn, Kelley seconded and none were opposed.

The next meeting is **Thursday, January 25th**, at 3:30 p.m.

**Community Improvement District
Solid Waste Stakeholder Meeting
November 8th, 2017
11 S. Tenth Street**

Present:

Lisa Klenke, Calhouns
Stefanie Sigrist , Best of the West
Jesse Garcia, Business Owner
Adam Boisclair, Business Owner
Lee Sensintaffar, Iron Tiger
Kelly Webb, Commerce Bank
Marti Waigandt, Property Owner
Steve Hunt, City of Columbia

Erin Wagoner, Swank
Melissa Frier, Aardvarx
James Kanne, 9th St. Public House
Gabe Garcia, Iron Tiger
Sarah Green, Blood Bank
Alex Waigandt, Property Owner
Justin Waigandt, Property Manager
Mike McClung, Resident

An informal listening session was held to discuss stakeholder's feedback regarding improper solid waste/grease disposal on the alley on the North side of Broadway between 9th and 10th street. The major talking points are as follows:

Klenke stated that the block is drawing more users.

Representatives from Iron Tiger Tattoo, Aardvarx, and Swank Boutique shared that they have noticed a new infestation of roaches. They are all worried that grease is getting dumped into dumpsters rather than being properly disposed of.

Hunt agreed to investigate pricing to power wash the area to see if it will help with the roach problem.

Several businesses in the area feel that they don't produce much trash and the waste around their businesses is posing a health concern.

Iron Tiger representatives have reported a foul odor and fear of rodents in the alley.

Some ideas to help fix problems were discussed. Translating signage so everyone can understand how to properly dispose of solid waste/ grease, more frequent power washing, advocating proper disposal, and other educational tactics.

Some constituents suggested Sunday trash pick up, which could add a 15% rate increase.

It was decided that the Office of Neighborhood Services would be contacted to discuss these issues. The meeting was the first of many stakeholder feedback sessions to come.

Informal meeting – no official adjournment

**Community Improvement District
Gateways Committee Meeting
November 9th, 2017
11 S. Tenth Street**

Present:

Marti Waigandt, 808 Cherry St.
Blake Danuser, Bingham's
Tootie Burns, NVAD

Tony Grove, Grove Construction, LLC
Deb Sheals, Historic Preservationist
John Glascock, City of Columbia

Absent:

JJ Musgrove, City of Columbia
Christina Kelley, Makes Scents
Clyde Ruffin, Second Baptist Church

Amy Schneider, CVB
Heidi Davis, University of Missouri

Guests:

Mike Snyder, Parks and Rec

Jim Prichard, Columbia Capital Markets (phone)

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

Updates and Discussion

Gateways Plaza and Founders Park Planning

-Bond Financing Presentation – Jim Prichard, Columbia Capital Markets

Essing provided an update on the previously discussed conversation regarding the phases of Gateway Plaza and Founders Park. Jim Prichard with Columbia Capital Markets provided an overview of bond financing. Option one covered the full cost of the project and option two only covered a portion of the projected costs. There was discussion after the phone call and no action taken.

-MOU with City

Burns suggested scaling the project back and thinks having an MOU with bond financing is unrealistic. Danuser pointed out that it's hard to decide what needs to be scaled back until the CID is presented with actual figures. Waigandt asked when the committee would know how much the City of Columbia is responsible for. That is still unclear. Essing said that consultant; Eric Staley was still interested in fundraising. Danuser suggested the CID initiate the discussion with the City and begin negotiations. Burns shared that the CID has an income stream delegated to The Gateways and \$500,000 up front. She mentioned that Arcturis could help the CID reduce the current plans. Glascock agreed with Danuser, stating that the next step to take would be coming up with a proposal and beginning a dialogue with the City during the January working session.

-Phasing and Pricing Estimate and Capital Campaign

Snyder suggested a redesign, keeping the most impactful elements. The master plan is still a work in progress.

Adjournment

Meeting adjourned at 4:45 pm. Burns motioned to adjourn, Sheals seconded and none were opposed.

The next meeting is **Thursday, November 30th**, at 3:30 p.m.

**Community Improvement District
Executive Committee Meeting
December 5th, 2017
11 S. Tenth Street**

Present:

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

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

Meeting called to order at 3:35 pm by chair, Mike McClung.

December Board Meeting Agenda

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

City Grease Removal and Inspection Discussion

Essing had a meeting with the Office of Neighborhood Services to discuss solid waste disposal enforcement. They said that they do not service the downtown as a residential neighborhood. McClung, a resident of downtown would like to see his neighborhood represented as residential and receive all of the same benefits as other neighborhoods. Essing stated that there needs to be a change in the ordinances' verbiage so that there's no confusion about cleanup and enforcement. She said that there needs to be a documented work flow with warnings to offenders, followed up by fines. Essing shared the new solid waste signage, which has been translated into Chinese and Spanish. It is the CID's hope that the educational materials will help fix compliance problems. The Solid Waste/ Economic Development committee will continue to work on this initiative.

Stakeholder Research and Communication Systems

Essing shared that Delta was on track with the CID's stakeholder communication network and that phase one is almost complete. The CID staff is currently receiving training.

Adjournment

Meeting adjourned at 4:47 pm with motion by Waigandt, second by Wagner and all approved.

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