

**Community Improvement District
Board of Directors Meeting
January 13, 2015
11 S. Tenth Street**

Present:

Christina Kelley, Makes Scents	Adam Dushoff, Addison's
Mike McClung, Déjà Vu	Tom Mendenhall, The Lofts at 308 Ninth
Allan Moore, Moore & Shryock Appraisals	Skip Walther, Walther, Antel, Stamper & Fischer
Andy Waters, Columbia Tribune	Mike Wagner, Boone County National Bank
Marti Waigandt, 808 Cherry St.	John Ott, Alley A Realty
Blake Danuser, Bingham's	Ben Wade, Guitarfinder
Deb Sheals, Historic Preservation	

Absent:

Tony Grove, Grove Construction, LLC	Tom Schwarz, Landmark Bank
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Guests:

Carol Rhodes, City of Columbia	Alicia Stice, Columbia Daily Tribune
Jason McClintic, CPD	Chad Gooch, CPD
Scott Bitterman, City of Columbia	Dave Nichols, City of Columbia

Approval of Minutes

Danuser motioned to approve the minutes, Mendenhall seconded and the motion passed unanimously.

Financial Report

The financials were not back yet.

Police Report

An overview of crime trends of the past few years was presented. The concerns for downtown are graffiti and bike theft.

City Report

An update on the Broadway Pavement Project was presented. There will be an interested parties meeting January 22nd from 5:30 to 7pm at First Baptist Church. The possibility of adding a left turn on 5th and Broadway was also mentioned.

Old Business

The CID provided a letter of support for the Retail Survey. City Council voted against it. The Executive committee recommended not to proceed. Danuser motioned to support the Executive Committee recommendation, Waigandt seconded and none were opposed.

New Business

NVAD Letter of Support
Mendenhall motioned to move forward with a letter of support, Walther seconded and none were opposed.

Voting for the Board Members

Committee Reports

Parking Meters

Parking meter hours have changed. Flyers and posters have been printed and are being distributed.

Employee Parking

There will be a meeting with the City this Thursday regarding the Employee Parking Program.

Parking Commission

The parking commission looks to be tied into the City's Smart Growth Parking grant. There will be a meeting later this month.

Design Guidelines

The final draft is up on dropbox and will start getting the word out.

Zoning

The Committee met this morning and Waters provided a power point with a great overview. Once the power point has been updated, it will be added to dropbox. A draft letter of recommendation is up on dropbox. During discussion it was asked whether or not there will be public input after all the changes have been made to see what feedback was taken into consideration.

Gateway

Essing met with Russ Volmert of Arcturis. The discussion included looking into private funding as well as private donations. The CID is on the pre-council agenda for March 16th to get the City on board.

Hospitality Zone

The Economic Development Committee is reviewing bids for the Hospitality Zone, which are due on Friday. The report will include day and nighttime economic factors.

Recycling

Cynthia Mitchell will be speaking to the Economic Development Committee regarding the proposed recycling district rates and possible locations.

Taxi Stands

A CID constituent brought feedback to the Executive Committee about possibly lessening the number of taxi stands in their current locations. Looking into the process, the group deemed that a letter just needs to be sent to public works. During discussion, the board considered not making any big changes and to wait for the hospitality zone report.

Search/Review Committee

The committee will review the Policy Manual. Essing has already made some possible updates and will be presenting them to the committee.

Open House

The next Open House will be tomorrow from 4-6pm at the Broadway Hotel.

New Business

The Board has re-elected Wade, Waters, Schwarz, Grove and Danuser.

Adjournment

The next meeting is **Tuesday, February 10**, at 4:00 p.m.

**Community Improvement District
Special Board of Directors Meeting
January 27, 2015
11 S. Tenth Street**

Present:

Christina Kelley, Makes Scents
Tony Grove, Grove Construction, LLC
Mike McClung, Déjà Vu
Allan Moore, Moore & Shryock Appraisals
Andy Waters, Columbia Tribune

Marti Waigandt, 808 Cherry St.
Deb Sheals, Historic Preservation
Adam Dushoff, Addison's
Tom Mendenhall, The Lofts at 308 Ninth
Mike Wagner, Boone County National Bank

Absent:

Skip Walther, Walther, Antel, Stamper & Fischer
Tom Schwarz, Landmark Bank
Blake Danuser, Bingham's
John Ott, Alley A Realty
Ben Wade, Guitarfinder

There was an error on the ballot so a revote was conducted.

McClung, Waters, Danuser, Grove and Schwarz were re-elected to The CID Board.

Mendenhall motioned to rescind the first resolution, Waigandt seconded and none were opposed.

Mendenhall motioned to send the new slate to council, Dushoff seconded and none were opposed.

It was also discussed that an at large member be placed on each committee.

**Community Improvement District
Economic Development Meeting
January 20, 2015
11S. Tenth Street**

Present:

Christina Kelley, Makes Scents
Mike Wagner, Boone County National Bank

Tony Grove, Grove Construction, LLC
Allan Moore, Moore & Shryock Appraisals

Absent:

Marti Waigandt, 808 Cherry St.
Tom Schwarz, Landmark Bank

Blake Danuser, Bingham's

Webinar: RHI (Responsible Hospitality Institute)

Jim Peters presented an overview of their assessment including public spaces, socializing spaces and life cycles. The scope of the project was discussed, including timing and establishment of long term and short-term goals. A comprehensive report will be delivered at the end of the assessment including an action plan and maintenance, which will be broken into phases.

After the presentation, it was discussed to follow up with reference checks to get perspectives of the assessment and outcomes. Staff will conduct reference checks, which will be discussed by the Committee during the February meeting.

Recycling in the Solid Waste District- Cynthia Mitchell

An overview was presented about the possibility of incorporating recycling into the solid waste district. A map was presented that included drop-off spots and roll carts. It is estimated that it will take \$9451/month to cover the cost, and fee options were presented.

After discussion, it was decided to bring the proposal to the Board with adjustments.

Mitchell also provided an update that compactor signs have been installed with arrows directing people to the power button.

Adjournment

The next meeting is **Tuesday, January 20**, at 4:00 p.m.

**Community Improvement District
Marketing Committee Meeting
January 27, 2015
11 S. Tenth Street**

Present:

Christina Kelley, Makes Scents
Andy Waters, Tribune

Absent:

Crystal Midkiff, Mustard Seed	Lili Johnson, Poppy
Brandon S., Kaldi's	Lisa Klenke, Calhoun's
Jennifer Erikson, CAT TV	

Guests:

Betsy and Matt, Thumper Entertainment	Carissa, Mustard Seed
Pablo, Blanc Studio	Corissa, Bluestem

Summerfest Proposal

A power point presentation of the proposal was presented. The committee will review the proposal again at the February meeting. It was discussed about looking at the value of the trade for banner installation and exposure.

Slide the City

The City has planned this event for August 22nd. They are looking at the possibility of Broadway or Cherry Street.

2015 Event Schedule

True/False- The idea is to extend pass discounts and start early.
First Fridays: Every first Friday of the month in the North Village Arts District
Artrageous Weekends: April 10th -12th and October to coincide with First Fridays
Shop Hop April 18th-20th
Dog Days July 23-26th
Halloweenie October 30th
Holiday Shop Hop November 7th
National Parking Day- Possibly the 3rd Friday of September
Living Windows December 4th

Radio Proposal

A proposal from Ryan Tate with Zimmer was presented. Wright explained the overall advertising strategy. It was discussed to test radio promotion with Shop Hop.

ABC District Minute Update

We will no longer have the KMIZ District Minute. As an alternative, CATtv has a full studio and would produce video content to be used via social media.

CATtv Videos

New programs on weekly shoots. Wright will work on videos and next month will also release new campaign with BoxCar Films.

Next Meeting

Revisit the Summerfest proposal.

Adjournment

The next meeting is **February 24**, at 8:30 a.m.

**Community Improvement District
Operations Committee Meeting
January 15, 2015
11 S. Tenth Street**

Present:

Deb Sheals, Historic Preservation
Adam Dushoff, Addison's
Andy Waters, Columbia Tribune

John Ott, Alley A Realty
Ben Wade, Guitarfinder

Absent:

Mike McClung, Déjà Vu
Tom Mendenhall, The Lofts at 308 Ninth
John Ott, Alley A Realty

Skip Walther, Walther, Antel, Stamper &
Fischer

Guests:

Kelly Veach, State Farm Insurance on Hitt Street

Gateway Project

We are scheduled to present the Gateway Master Plan to the City, Mayor and Council during the March 16 Pre-Council meeting. Essing is working with Russ Volmert, Arcturis consultant, to create presentation. In addition, Arcturis will create grant materials and a timeline for applications.

Graffiti

The City is sending letters to businesses with graffiti, asking for removal within a 45-day time period. Graffiti information and resources have been posted on The District website, to assist CID businesses.

Randy Wright Signage

The City is working to update "Randy Wright Grow Columbia" signage around the City, which has outdated information. They have asked for our partnership, once they determine the needed changes. We are waiting to hear back from Steve Sapp and his team.

Grease Containers

Dave Nichols with the City is working to have grease containers removed from the public alleys. He has asked for the CID to assist in communication this change to constituents, once the decision is approved. Discussion regarding providing alternative choices to restaurants, such as Filta-Fry.

Alley Lighting

Discussion regarding need for additional lighting however complications in running electrical, alley width and building ownership. In addition, concern that ongoing maintenance and relamping will be costly to businesses, resulting in burned out bulbs. Ideally, the City would take on the future maintenance of relamping. Lighting will potentially be part of the Hospitality Zone Assessment, if this project is approved.

Parking

Update regarding new meter hours of 9 am – 7 pm and communication in place for CID and customers. Discussion regarding Pilot Parking Program, which has been drafted by a working City committee and will be brought forward to the City Council in March. Awaiting decision from Council/ City regarding PARC (Parking Advisory Regulatory Commission), which may be part of 2015 Smart Growth Parking project. Dushoff volunteered to be on PARC, when it is created.

Design Guidelines

Proposed City Development Code Zoning Changes

Discussion regarding CID committee work to review the proposed code in Module 2. CID recommendations sent to Tim Teddy on January 13.

Infrastructure Matching Grants – Storm water and Sustainability

\$20k per area has been budgeted by the CID. Essing provided update on brainstorming meetings held with City, with proposals to come back to Operations group by March.

Directional Signage

Funds have been designated to update signage throughout The District. Project to be slated for spring.

Sidewalk Replacement in front of CID Office

Essing provided update that just one bid was received to replace broken sidewalk panels in front of the CID Office. Committee reviewed bid and proposed work. Vote to approve work and bid by the CID Board during February 10 meeting.

Recycling

Essing provided update on potential addition of recycling to the Solid Waste District, which was discussed by the Economic Development Committee. Presentation and vote by CID Board to occur during February 10 meeting.

Adjournment

The next meeting is **February 19**, at 4:00 p.m.

**Community Improvement District
Executive Committee Meeting
February 3, 2015
11 S. Tenth Street**

Present:

Mike Wagner, Boone County National Bank
Christina Kelley, Makes Scents
Marti Waigandt, 808 Cherry St.

Mike McClung, Déjà Vu
Deb Sheals, Historic Preservation

Agenda Items

Bylaws

Essing has been researching the bylaws and recommends they be reviewed. It was suggested that the Executive Committee review at the next meeting in March. Essing will bring draft with updated recommendations.

Proposed Slate of 2015 Officers

Chair: Wagner
Vice Chair/Treasurer: McClung
Secretary: Waigandt

Past President: Kelley
At Large: Dushoff

Sheals motioned to send slate to Board for approval, Kelley seconded and none opposed.

Committees

It was suggested that the Marketing Committee add back the two CID Board members that were lost. Attendance/involvement requirement should be addressed and will be brought up at the Board meeting. Will also provide a list of projects for the next six months for each committee and will give the Board members 2 weeks to let the Director know if they want to switch. The Search and Review Committee will update the Committees list. Will also extend to the CID community about participating on each committee as an at large position and will encourage past applicants to participate. Going forward, the Board application will include a section stating that if they are not voted onto the board there will be an opportunity to be considered to serve on a committee.

Resolutions

Anytime the board acts, there should be a resolution. It was suggested to post these resolutions on the website, along with the minutes and financials. It was discussed that only big actions need resolutions; minutes and financials would be tedious. Parameters will be set of what requires a resolution.

Essing also met with our attorney and updated our contract. Wagner motioned to bring the proposal to the Board, McClung seconded and none were opposed.

Recycling

Cynthia Mitchell and Barbara Buffaloe with the City will be presenting to the Board about possible recycling locations and rates. The primary survey results will also be presented. If approved, this action will need to go through council.

Concrete Bid

There was only one bid that the Board will need to vote on in order to authorize work.

March Board Meeting

Essing has met with the Mayor and he would like to present on infrastructure at a future board meeting. Essing will invite him to the March meeting.

Adjournment

The next meeting is **Tuesday, March 3**, at 4:00 p.m.