

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

Present:

Christina Kelley, Makes Scents
Marti Waigandt, 808 Cherry St.
Adam Dushoff, Addison's
Tom Mendenhall, The Lofts at 308 Ninth
Mike Wagner, Central Bank of Boone
County

Skip Walther, Walther, Antel, Stamper &
Fischer
Mike McClung, Carhart
Andy Waters, Columbia Tribune
Ben Wade, Guitarfinder
Tony Grove, Grove Construction, LLC
Allan Moore, Moore & Shryock Appraisals

Absent:

Tom Schwarz, Landmark Bank
John Ott, Alley A Realty

Deb Sheals, Historic Preservation
Blake Danuser, Bingham's

Guests:

Carol Rhodes, City of Columbia
Chad Gooch, CPD
Krista Shouse-Jones, CPD

Mike Matthes, City Manager
John Glascock, City of Columbia
Megan Allen, Management Fellow

Approval of Minutes

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

Financial Report

McClung motioned to approve the financials, Walther seconded and none were opposed. The CID has a \$100K CD that has matured. McClung moved to transfer the funds into the CID bank accounts, Kelley seconded and none were opposed.

City Report

Appointments to the Infrastructure Task Force have been made and Grove has volunteered as the CID representative. The first of three hearings for the FY16 City Budget will be at the next council meeting. There will be a work session to discuss the budget Saturday, August 20.

Police Report

General report given. There was discussion on the ongoing transient and homeless concerns.

New Business

Downtown Parking Garage Presentation

Matthes gave an overview of the recommendations from the previous Parking Taskforce. He discussed the need for more parking structures and locations were suggested. Currently, the Parking Utility is low on funds after building the Short Street Garage. Matthes addressed the recommendation of the Board to create the Parking Advisory Regulatory Commission. According to Matthes, the City doesn't have the staff capacity until 2016 for another Committee. He did go on to state that the CID didn't have to wait for the Taskforce, and could start weighing in on what they would like to see. Glascock volunteered his time for meetings regarding parking.

Citizen Engagement Proposal

Megan Allen presented the proposal for the City's program, Speak Up Como, an online engagement tool to communicate with citizens. The goal is to engage citizens and ask for feedback of what they would like to see in The District. The City is asking the CID to contribute

\$10K to the project, and the City would match the funds. After discussion, it was decided to send the topic to the Operations Committee for further discussion.

Special Board meeting to set Property Assessment

Walther motioned to set the meeting for Thursday, August 20, Waigandt seconded and none were opposed.

Committee Reports

Operations

The Magic Tree would be ideal in front of Commerce Bank, who is supportive. The cost would be \$5K. Mendenhall motioned to approve the Magic Tree, Walther seconded and none were opposed.

Economic

RHI Update:

The Summit Meeting will be held on September 16 from 2-4PM at the Tiger Hotel, where RHI will present community ideas and recommendations.

Marketing

There wasn't a quorum at the Marketing meeting to make a recommendation for the Media Planning Proposal. The general consensus was for True Media. After discussion, Waigandt moved to accept the True Media bid, Moore seconded. The majority approved, McClung opposed. Waters abstained from the vote.

Gateway

The committee will be meeting on Thursday, August 13. Russ Volmert from Arcturis proposed that their firm could be hired on an hourly rate to guide the committee through the rest of the project, not to exceed \$20K annually. Walther motioned to approve the proposal, Dushoff seconded and none were opposed.

Search and Review

Closed session regarding updated employee manual and review process. Waigandt motioned to approve the CID Updated Employee Manual, Dushoff seconded and none were opposed.

Adjournment

The next meeting is **Tuesday, September 8**, at 4:00 p.m.

**Community Improvement District
Special Board Meeting
August 20, 2015
11S. Tenth Street**

Present:

Christina Kelley, Makes Scents

Adam Dushoff, Addison's

Tom Mendenhall, The Lofts at 308 Ninth

Mike Wagner, Central Bank of Boone

County

Mike McClung, Carhart

Andy Waters, Columbia Tribune

Ben Wade, Guitarfinder

Tony Grove, Grove Construction, LLC

John Ott, Alley A Realty

Deb Sheals, Historic Preservation

Blake Danuser, Bingham's

Setting SBD Property Tax and CID Property Assessment

Dushoff motioned to keep the SBD Property Tax set at \$0, McClung seconded and none were opposed.

McClung motioned to keep the CID Property Assessment set at .4778, Dushoff seconded and none were opposed.

**Community Improvement District
Economic Development Meeting
August 18, 2015
11S. Tenth Street**

Present:

Mike Wagner, Central Bank of Boone
County

Allan Moore, Moore & Shryock Appraisals

Tony Grove, Grove Construction, LLC

Marti Waigandt, 808 Cherry St.

Absent:

Christina Kelley, Makes Scents

Tom Schwarz, Landmark Bank

John Ott, Alley A Realty

Blake Danuser, Bingham's

NO quorum, only updates given.

Hospitality Zone Assessment:

The Summit will take place on September 16th at the Tiger Hotel.

Solid Waste District

Update on rate increases and recycling launch.

Trash Compactors

Grove is checking with Paul Land to try and get Bank of America to give parking to the church to allow a compactor to be placed. Per Cynthia Mitchell, a location has been determined but not yet agreed upon by the church. The Niedermeyer location has stalled out and not sure of reasons why. Coldstone Compactor- Ott would like a small compactor to develop lot. According to Mitchell, this change would need a 6-yard front loader because you can't fit the compactor truck into the lot due to size constraints. The City does not currently have this equipment. Another option might be to fence in the existing compactor.

Sustainability Recognition Program

Barbara Buffalo presented a recycling recognition program. Buffalo has a checklist in which businesses are scored for sustainability efforts and can earn stickers of recognition. This program could also incorporate the Mayor's Climate Protection Award given out in April. She is requesting \$2500 of the CIDs Sustainability budget for the program. This request will be added to the CID Board meeting agenda on September 8, as there was no quorum for vote.

Recycling Update

The labels need to be installed on the units and the City still needs to send the CID the marketing materials. A CID Open House to educate constituents on recycling will be held on September 2 from 4:30 – 6:30 pm at the Roof at the Broadway Hotel.

Additional Trash Pick Up of Street Trash Cans

There was discussion about the possibility of adding additional pickups on Saturday and Sunday for the street trashcans. It was stated that it would be possible be at an additional cost.

Adjournment

The next meeting is **Tuesday, September 15**, at 4:00 p.m.

**Community Improvement District
Operations Committee Meeting
August 20, 2015
11 S. Tenth Street**

Present:

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

Ben Wade, Guitarfinder
Mike McClung, Carhart
John Ott, Alley A Realty

Absent:

Tom Mendenhall, The Lofts at 308 Ninth

Guests:

Ryan Williams, City Power, Water and Light
John Simon, Room 38 representative

Power and Light FY16 projects

Williams discussed the city's budget for the upcoming fiscal year. 100K has been designated for Water and Light projects in The District. In FY2014, 100K was spent to underground the wires on Broadway (7 spans). There are 2 or 3 more spans to underground. Discussion on possible projects in FY2016 included continuing to underground wires or replacing/refurbishing light poles. Per Williams, the light poles that are installed now were not designed to be painted, which is the reason for all the peeling paint. It would cost about \$1100 a pole to replace, which includes installation. After further discussion, the committee asked Williams to research pricing for light poles with 2 fixtures as well as LED lighting for next meeting.

Janitorial RFP

Essing gave an overview of four proposals and the committee discussed each one. After discussion, McClung motioned to recommend Block by Block unless a red flag shows up during reference checks, Wagner seconded. During discussion, McClung amended his motion to include ABM as the committee's second choice, Wade seconded and none were opposed.

Room 38 Proposal- John Simon

Room 38 would like to take 2 parking spaces on the north side, in order to expand for patio seating. The city requested CID feedback on the removal of spaces. After discussion, it was stated that Essing should research with the City the plan to increase meter rates and what criteria the City uses to evaluate similar requests. In general, the groups supports streetscape improvements that increase the vibrancy of downtown.

Citizen Engagement Program

A review from the proposal given at the last board meeting was presented. The committee asked that they invite the city to the next committee meeting for further discussion before making a recommendation.

Additional Lighting

The CID was able to purchase 60 more units. Essing met with Williams and the city is working to get the lights installed on the Eighth and Cherry Parking Garage and throughout downtown to replace old city fixtures, no longer functioning.

Public Safety RFP

Essing met with the CPD and the general consensus was that this proposal should be revised to provide customer service ambassadors. An additional concept for the funding is to add increased lighting, to be used at bar closing. CPD Sgt. Gooch is in Tempe researching possible ideas for increased public safety.

Adjournment

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

**Community Improvement District
Marketing Committee Meeting
July 28, 2015
11 S. Tenth Street**

Present:

Christina Kelley, Makes Scents
Andy Waters, Columbia Tribune

Ben Wade, Guitarfinder
Corissa Ray, Bluestem

Absent:

Kaley Gann, Kaldi's
Jennifer Erikson, CAT TV

Lili Johnson, Poppy
Lisa Klenke, Calhoun's

Committee- At Large Members

There are currently 3 board members on the committee and would like to have at least 5 voting members. The committee needs to figure out a process for selecting at large members. The committee decided to use the CID Board application as a template. The term on the committee will be for one year. Updates were made to the application to include: manager/chosen representative of a business needs to have the business owner as a reference. The changes will be made and voted on at the September meeting. Applicants will be invited to the October meeting and the committee will vote on the at large members at the November meeting. Anyone can still attend the meeting.

True Media

The Board approved the proposal and Wright will be setting up a meeting with the account rep this week.

Football Schedule and Upcoming District Events

The home games schedule was passed out and discussed as some of the games fall on other events in The District.

- Homecoming will be October 10.
- Stephens Family Weekend is September 26.
- Parents Weekend lines up with International PARKing Day, September 18.
- Halloweenie: Friday October 30.
- Shop Hop and Lighting of the Magic Tree: November 7
- Shop Small: November 28.
- Living Windows: December 4. In order to get on the map, businesses will need to let The District office know by November 20. Businesses do not need to provide a theme at that time. The application will be on the website. Will also look into contacting local schools to see if their choirs would like to carol during the month of December.

Adjournment

The next meeting is **September 22**, at 8:30 a.m.

**Community Improvement District
Search and Review Committee Meeting
August 27, 2015
11 S. Tenth Street**

Present:

Mike Wagner, Central Bank of Boone County
Marti Waigandt, 808 Cherry St.
Deb Sheals, Historic Preservation
Mike McClung, Carhart

Absent:

Blake Danuser, Bingham's
Skip Walther, Walther, Antel, Stamper & Fischer

Agenda Items

CLOSED MEETING to discuss CID Employee FY2015 Performance Reviews and FY2016 Compensation.

Adjournment

**Community Improvement District
Executive Committee Meeting
September 2, 2015
11 S. Tenth Street**

Present:

Adam Dushoff, Addison's
Mike McClung, Carhart
Christina Kelley, Makes Scents

Absent:

Mike Wagner, Central Bank of Boone County
Marti Waigandt, 808 Cherry St.

September 8 Board Meeting Agenda

Review of drafted agenda, with additions made for discussion on Mayor's Task Force on Infrastructure. Added discussion of Marketing Committee selection of "At Large" committee members. Added discussion on changing Board Meeting start time to 3:30 pm in future, due to meetings consistently running over an hour.

Mayor's Task Force on Infrastructure

Will ask Tony Grove, CID representative for task force, to provide update or ask for discussion at CID Operations Committee meetings.

New Development Code / Zoning Guidelines

Dushoff expressed concern regarding parking language in revised City Development Code, and that the interim ordinance language may just be plugged in without change. Discussion that revised Guidelines are to be shared by City in coming months, with opportunities for public review and comment. Agreement that CID should continue to be active participants in the process.

CLOSED MEETING to discuss CID Employee FY2015 Performance Reviews and FY2016 Compensation.

Adjournment

The next meeting is **Tuesday, October 6**, at 4:00 p.m.