

**Community Improvement District
Board of Directors Meeting
June 9, 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, Boone County National Bank
Tom Schwarz, Landmark Bank

Skip Walther, Walther, Antel, Stamper &
Fischer
Mike McClung, Carharts
John Ott, Alley A Realty
Blake Danuser, Bingham's
Allan Moore, Moore & Shryock Appraisals
Tony Grove, Grove Construction, LLC

Absent:

Deb Sheals, Historic Preservation
Andy Waters, Columbia Tribune

Ben Wade, Guitarfinder

Guests:

Carol Rhodes, City of Columbia
Chad Gooch, CPD

Krista Shouse-Jones, CPD

Approval of Minutes

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

Financial Report

Financials were not completed and will be presented at July's meeting.

City Report

Recycling services was approved by council and will go into effect August 1st.
The Parking permit pilot program will have 200 permits and go into effect August 15th.

Police Report

The CPD gave an overview of the past month. Shouse-Jones stated that they would try to watch patterns and update the CID with downtown trends. It was also asked that going forward the Board would like to see the downtown stats as it compares to Columbia, if possible.

The CPD also asked if the CID would send a survey out to business owners to see if they would be willing to volunteer video data with the police. After discussion, McClung motioned to send out a survey regarding CCTV, Waigandt seconded and none were opposed.

New Business

FY2016 Budget Process

The 3 surplus projects for FY15 were presented to the Board. Kelley motioned to approve, Waigandt seconded and none were opposed.

The FY16 budget was presented to the Board. Waigandt motioned to approve the FY16 budget, Mendenhall seconded and none were opposed. Essing will submit to the city, and present during July 20 Pre-Council Meeting.

Pedestrian Task Force

The city would like a CID representative on this committee. Essing stated that she would volunteer. Mendenhall motioned to approve Essing being on the Task Force, McClung seconded and none were opposed.

Gateway Committee

It was discussed to recreate the Gateway Committee going forward. Ott motioned to approve, Danuser seconded and none were opposed.

Committee Reports

Operations

The trashcan and recycling bin proposal was presented to the Board, which also includes purchasing smoking urns. Ott motioned to approve trashcans now and wait to order smoking urns until janitorial vendor selected, Danuser seconded and none were opposed.

The alley lighting proposal was presented. Ott motioned to approve the proposal, Waigandt seconded and none were opposed.

Economic

An update on the RHI Zone Assessment was given.

Marketing

The consultant for the Gateway Project was discussed, with the Marketing Committee recommending to hire Vangel. Danuser motioned to approve recommendation, Mendenhall seconded and none were opposed.

Search and Review

The process for having an at large position for each committee was discussed.

Staff Report

After discussion, the October Board meeting will be moved to Monday October 12th.

Slide the City will not happen this year.

The Missouri Board of REALTORS is looking for groups that are willing to come together to hire a lawyer to review the proposed zoning development code. Mendenhall motioned that the CID provide up to \$1000 for a lawyer, Moore seconded. After discussion, Mendenhall amended the motion the support the concept and to work out the details in July. None were opposed.

Adjournment

The next meeting is **Tuesday, July 14**, at 4:00 p.m.

**Community Improvement District
Economic Development Meeting
June 16, 2015
11S. Tenth Street**

Present:

Tony Grove, Grove Construction, LLC
Allan Moore, Moore & Shryock Appraisals
Tom Schwarz, Landmark Bank
Christina Kelley, Makes Scents
Blake Danuser, Bingham's

Marti Waigandt, 808 Cherry St.

John Ott, Alley A Realty

Guests:

Michael Hall, Civil Engineering Group

Cynthia Mitchell, Solid Waste

Ninth and Elm Demolition and Construction

Hall presented the more recent solid waste and closure plans for Ninth and Elm. The committee raised concerns about locations of solid waste and sidewalk/street closures and offered possible solutions. The greatest concern was that this new construction would only be providing the residents the opportunity for a parking space instead of an actual dedicated space.

After the presentation, the committee discussed that Building and Site Development should start requiring builders to include a parking and solid waste plan in order to get a permit. There still needs to be an overall parking solution. The committee agreed that they should send a letter to city addressing these general building concerns in response to the presentation. Essing will draft a letter to vote on at the next Board meeting.

Hospitality Zone Assessment

The next round table discussion will be held the 3rd week of July.

Solid Waste District

Grease

Essing has a meeting set with Public Works and the Health Department but the only ones the CID can have a role in are the ones in public spaces.

Recycling

7K has been budgeted this fiscal year for recycling. Currently working on logistics for the implementation in August. The city will also be providing ambassadors; they are currently being trained. The Operations Committee will be looking at adding additional trashcans, which could include additional recycling containers.

Adjournment

The next meeting is **Tuesday, July 21**, at 4:00 p.m.

**Community Improvement District
Operations Committee Meeting**

June 18, 2015

11 S. Tenth Street

Present:

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

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

Absent:

Tom Mendenhall, The Lofts at 308 Ninth

Guests:

Scott Bitterman, City of Columbia Street and Engineering Manager

District Street and Curb Maintenance

Bitterman reviewed the maintenance schedule of The District as well as upcoming projects. There are still funds available in the special program where the city will pay 50% of the cost to repair sidewalks in front of businesses. Currently the city sweeps the streets 5 days a week. It was suggested looking into an ordinance where there is no parking on the streets at certain time in order to have better street cleaning. Regarding the curbs, the city doesn't actively survey the condition; it is more complaint driven. Potholes are a higher priority.

The City will be milling Broadway this fall. Most work will be down at night and will include some sidewalk replacement. A turn lane will be added at 5th and Broadway.

Other discussion included having the janitorial team coordinate with the city and the possibility of repainting the peeling light poles. Right now, the city doesn't have the manpower to repaint the poles.

Alley Lighting

Before and after pictures of the alley pilot project was presented. The 30K approved by the Board will allow the CID to purchase 60 more lights. We are currently researching property owners to coordinate installation. This project will require intensive staff hours.

Parking

The pilot program was approved and will begin August 15th. We are still waiting to hear about the bus pass portion of the program. A newsletter will be going out regarding the program.

Discussion regarding parking solutions for residents. The original idea for the garages was for businesses and customers. It should be reiterated that the second part of the parking program was to create a parking commission. Essing will reach out to City staff.

Trashcans

36K was approved for trashcans, which will purchase 40 black trashcans, 10 lids and 10 recycling cans. With the 5K left over, it would allow the CID to around 60 cigarette urns. Since the janitorial staff will maintain the urns in the fall, it was discussed waiting to hear their suggestions on the best urns to purchase. Ott motioned to order the trashcans and recycling bins and hold off on purchasing the cigarette urns, Wade seconded and none were opposed.

FY16 Budget

Infrastructure Matching Grants-Sustainability and Stormwater

The potential location for the Storm Water Tree is in front of the new 10th and Broadway complex.

Janitorial Services

The drafted proposal was reviewed and discussed. Essing will make the minor changes and send out for bid.

Adjournment

The next meeting is **July 16**, at 4:00 p.m.

**Community Improvement District
Marketing Committee Meeting
June 23, 2015
11 S. Tenth Street**

Present:

Christina Kelley, Makes Scents
Jennifer Erikson, CAT TV
Ben Wade, Guitarfinder

Andy Waters, Tribune
Lili Johnson, Poppy
Lisa Klenke, Calhoun's

Absent:

Brandon Summit, Kaldi's
Corissa Ray, Bluestem

Guests:

Betsy Farris, Roots and Blues
Julie King, Roots and Blues
Megan Shaffer, Roots and Blues

Roots and Blues

Roots and Blues presented their ideas for the festival this year. The revised program for merchants and restaurants was discussed. They would like more retailers to participate this year.

Holiday Décor

The proposal was reviewed. The committee would like to see the roofline of the buildings outlined in lights as well but may not be in the budget. Discussion included checking local suppliers to see if they would be able to install the roofline lighting. After discussion, Wade motioned to move forward with the snowflake décor, Erikson seconded. Five were in favor, Johnson voted no; the motion passed.

Essing will also contact Commerce Bank to see if they would like to place the "Magic Tree" in front of their bank this year.

Panhandling

The concerns discussed were the impact to our guests, customers and businesses. It was suggested to share the current ordinance with the community to try and raise awareness on what to do.

Review of Media RFP

The drafted RFP was reviewed and Wright shared that Bucket Media has already quoted a 15% fee. The deadline for the proposals will be July 24th to be reviewed at that next Marketing meeting.

Inside Columbia

Klenke stated that she has sent an ad request to Inside Columbia but has not heard back. Concerns about distribution reach, cost and expanding reach were discussed.

Adjournment

The next meeting is **July 28**, at 8:30 a.m.

**Community Improvement District
Executive Committee Meeting
July 7, 2015
11 S. Tenth Street**

Present:

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

Adam Dushoff, Addison's
Mike McClung, Carharts

Absent:

Christina Kelley, Makes Scents

Agenda Items

Board Meeting Agenda

Discussion of agenda items for July 14 Board Meeting.

Infrastructure Task Force

The mayor has created this task force and would like someone from the Board to be on it. Added to July 14 Board Meeting agenda.

Zoning Attorney

The Columbia Board of REALTORS has asked for the Downtown CID to partner in hiring an attorney (Caleb Colbert, Brown Willbrand Attorneys) to review proposed City Development Code. The total cost is not to exceed \$7000. Other partners would include the Columbia Board of REALTORS, Columbia Chamber of Commerce, Columbia Apartment Association, Columbia Homeowners Association, Central Missouri Development Council and the Business Loop CID. Report will be provided to all partners, and we will be able to use as needed.

Motion by McClung and Second by Dushoff for Executive Committee to recommend to the CID Board to fund \$1000 towards zoning attorney review of proposed City Development Code. Unanimously passed.

Closed Session

The meeting then moved into closed session for discussion of CID Employee Manual and performance review process.

Adjournment

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