

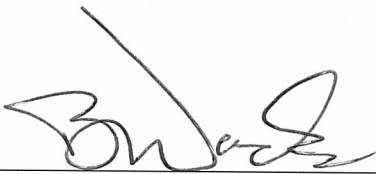
RESOLUTION NO. 2019-12

**A RESOLUTION OF THE DOWNTOWN COMMUNITY
IMPROVEMENT DISTRICT APPROVING MINUTES OF
THE BOARD OF DIRECTORS MEETING HELD
SEPTEMBER 2018**

**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 September 2018.


Passed this 9th day of October 2018.



_____, Chairman of the Board of
Directors

(SEAL)

Attest:



_____, Secretary of the Board of Directors

**Community Improvement District
Board of Directors Meeting
September 11, 2018
11 S. Tenth Street**

Present:

Tom Mendenhall, The Lofts at 308 Ninth	Adam Dushoff, Addison's
Deb Rust, Tellers	Ben Wade, Guitarfinder
Marti Waigandt, 808 Cherry St	
Logan Dale, Landmark Bank	
Jesse Garcia, Penguin	
Kenny Greene, Monarch Jewelry	
Van Hawxby, DogMaster Distillery	
Lisa Klenke, Calhoun's	

Absent:

Kevin Czaicki, Centurylink
Deb Sheals, Historic Preservationist
Mike McClung, Dungarees
Dave Parmley, Broadway Hotel
Mike Wagner, Central Bank of Boone County

Guests:

Val DeBrunce, Citizen
Carol Rhodes, City
Robert Hollis, Attorney
Jamie Bennett

Meeting called to order at 3:29 pm by Wade, Chair.

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

Approval of Agenda

Motion by Mendenhall, seconded by Dushoff, all approved

Approval of Minutes

Motion by Mendenhall, seconded by Dale, all approved

Approval of Financials

Sheals, Treasurer was not present to provide an update on the financials

Police Report

No one present to give police report

City Report

Carol Rhodes reported that there was a final hearing on the City budget happening on Monday at 7pm.

New Business

Executive Director Search Update

Wade updated the board on the search process for a new executive director. Progress has been made on search and the candidates have been narrowed down to the top 3 and will undergo search and review committee interviews after this meeting. They will then go through the full board interviews and the board will vote for the new director during the last week of September.

Committee Mission Statements

The board discussed the need for mission statements in their committees to provide direction for the group. The board decided to wait until the new director was hired to define the missions of the committees to use it as an immersion experience for the new director.

Right of Use Permit

The CID had received a right of use permit notice from the University of Missouri and discussed how they should acknowledge the receipt and thank the university for informing them to set precedent for the future.

Stakeholder's Gala

Hawxby reminded the board of the Stakeholder's reception that is to occur the Saturday following the meeting. He dispersed drink coupons and requested that the board attends and brings guests. Hollis advised the board to post notice of the meeting as we would a typical board meeting due to the chance of establishing quorum at this social event to unveil the new annual report.

CCA Account

Wade and Hollis informed the board of new information found and the lack of a signed resolution to give the CID full power over the CCA account. Hollis recommended inaction until more information was found. He informed the board that because no one paid membership dues to the CCA, there were no members and therefore no board. However, a board could be created to transfer the account and dissolve the CCA.

Ameren Letter

Wade informed the board of the actions being taken on the Ameren building. A state representative had been in touch to inform the CID of progress on the building. The government will take possession of the building and clean the space pending Ameren's signature. Greene and Mendenhall discussed the information they received about the space. If a building is erected there, it can extend no farther than 10 feet into the ground to prevent vapors escaping. The board hopes this can turn into a green space.

Committee Reports

Operations

The board had a brief discussion about the test lights between Hitt and Waugh including the location, time, and anticipated results and timelines.

Horticulture

Wade informed the board that the CID had officially given money to this City program.

Economic Development & Solid Waste

Dale and Dushoff reported that the majority of the meeting was about discussing the mission of their committee and the idea of giving all committees mission statements to define and focus on their scope of work.

Marketing

Hawxby reported the overall choices for the media buy and that the budget for the buy would remain the same, however, how that budget is allocated will be altered. He asked Birk to report the progress made on college outreach. She reported that she had attended multiple college outreach events to inform and disperse District marketing materials, was in the progress of hiring interns, and had created a new newsletter for college students.

Search and Review

Discussed under New Business

DLC Report

Wade stated that in the most recent report from CPD, Burtons reiterated the actions that were explained in the previous board meeting and results seem positive so far.

CoMo200/ Bicentennial Task Force Report

The next meeting is on 9/13 and will consist of a walking tour and a meeting at Shiloh's to discuss the park. Mendenhall reported that the task force considering creating a Bicentennial stamp or seal and they may be able to acquire engineering services at a reduced cost if they commission the park to that firm.

Parking Commission Report

McClung was not present to report

Staff Report

None

Public Comment

DeBrunce reported that he was not sure how effective the location of the City's lighting test would be since the test is not in a highly trafficked area.

Wade reported that Block by Block, The District's janitorial crew, had received multiple compliments.

Wade introduced Bennett to the board.

Adjournment

Meeting adjourned at 4:12pm. Wade motioned to adjourn, Mendenhall seconded, and all approved.

The next board meeting is Tuesday, October 9th, at 3:30 p.m.

**Community Improvement District
Economic Development and Solid Waste Committee Meeting
September 18, 2018
11 S. Tenth Street**

Present:

Jesse Garcia
Mike Wagner
Adam Dushoff
Ben Wade

Absent:

Andy Waters
Logan Dale

Guests:

Val DeBrunce

Meeting called to order at 3:46pm by Wagner, Chair.

Approval for the agenda motioned by Wade, seconded by Garcia and approved by all.

Solid Waste District

Solid Waste Rate Increase

The City approved their new budget at the city council meeting the night prior to this meeting. The price for solid waste in the District increased 3% to cover the cost increases for the solid waste removal. That increase includes a \$2 hourly wage increase for solid waste removal employees to improve retention and appeal to more people to help with current understaffing.

Dumpsters and City Schedule

The CID has received complaints that multiple dumpsters were not being emptied on schedule and some were overflowing. The board discussed that this was a city-wide issue, not just in The District. This is due to the understaffing issue discussed by the committee under the previous topic. The committee plans on discussing the issue with Steve Hunt, however they hope that the issue will be mostly resolved with the wage increase.

City's Proposed Grease Ordinances

This committee drafted grease ordinances for the City (they are none in place currently) to help with the grease in alleyways. The board edited and approved this proposal and sent it to the City. Wade updated the committee that the proposal was going to council and the City thanked the CID for their work on the issue.

Economic Development

Other

The committee discussed the committee definitions a little more. Garcia proposed that economic development works on improving the downtown and compared our CID with the CID in Westport. He also suggested that the committee work closely with marketing to focus on business retention programs.

The committee recapped the bar-owner meeting that happened earlier that day mostly discussing what Assistant Chief Gordon said about the public safety since the focus was downtown. Gordon said that he is trying to reform the downtown police force to be ambassadors to downtown and Columbia. The force is trying to increase staffing to help Columbia overall but also to maintain a more consistent police force downtown without overworking officers.

Adjournment

Meeting was motioned to be adjourned by Dushoff at 4:01pm, seconded by Garcia and approved by all.

**Community Improvement District
Operations Committee Meeting
September 20, 2018
11 S. Tenth Street**

Present:

Dave Parmley
Tom Mendenhall
Kevin Czaicki

Absent:

John Ott
Logan Dale
Kenny Greene

Guests:

Val DeBrunce, Citizen
Ryan Williams, Water and Light
Shane and Chris, Uber

Meeting was called to order at 3:29pm by Parmley, Chair

Approval of Agenda motioned by Mendenhall, seconded by Parmley, approved by all

Lighting Project Update

Ryan Williams from Water and Light was present to provide an update on the lighting test for the six light poles on Broadway between Hitt and Waugh (three on each side). The lights are installed; however they are currently functioning as normal lights due to a programming issue with the communication cell. They are currently reprogramming and will need to fix with a bucket truck. The lights have two fixtures, one over the sidewalk is lower in height and higher in color and one over the street that is higher on the pole and is a dusk to dawn light. The City is paying about \$25,000 for this test and has around \$210,000 remaining in the current lighting budget for this project. There are about 400 lights currently downtown. The group discussed good times to have an interested parties meeting for the public to see how the light functions and collect feedback.

Landscaping and Horticulture

Parmley stated that the committee is hoping to receive planter height options for downtown as well as design options from the Parks and Rec designer and will discuss more next meeting with John Ott and Gabe Huffington present.

Parking

Committee opened discussion with the finalization of the contract for the city parking consultant. The group discussed that most cities do not own their own parking garages and a lot of parking garages are free to park in if they are not owned by a private entity. They talked about the 10 hour meter parking experiment and where those spots should be moved to as well as the idea of making the meters that do not bring in much revenue free. While discussing the parking shortages, the committee brought up that MU hired a parking consultant who told the university that if there is a waiting list for parking spaces, the permit spaces are not being sold for enough. Committee made a note to ask McClung to ask the parking committee what city owned parcels of land are large enough for parking. Shane and Chris, local Uber drivers, brought up the struggle of picking up and dropping off passengers on Broadway when the nightlife shuts down. The committee discussed alternative solutions for rideshare drivers such as access to

the taxi stands if no taxi is present, creating rideshare stands in the 7 parallel parking spots between the Broadway's spaces and the light at Hitt. These ideas are to create safe spaces for ridesharing programs to pick up passengers safely while staying out of the road and the polices' way. The committee made a note to discuss it with the police at the next board meeting and potentially writing a letter.

Sidewalk Dining Ordinance

Parmley informed the committee that the city council is in the process of combining the two new proposed sidewalk dining ordinances into one to pass.

Other Discussion Items

Mendenhall stated that he loves that the City will provide transportation to the public to encourage the public to attend and engage in City Council meetings but wishes that there were time restrictions on issues because the length and lateness of the meetings discourages citizens from coming if they have to be at work at 8am the next day.

Public Comment

DeBrunce filled in the board on where the City is with their compost pick-up policies and that he would be informing the city committee responsible about their options.

Adjournment:

Meeting was adjourned at 4:22pm by Parmley and seconded by Mendenhall, all voted in favor.

**Community Improvement District
Marketing Committee
September 25, 2018
11 S. Tenth Street**

Present:

Van Hawxby
Lisa Klenke
Deb Rust
Christina Kelley

Absent:

Mark Sulltrop

Meeting called to order at 8:34am by Hawxby, Chair.

Motion to approve the agenda made by Hawxby and seconded by Kelley, all approved.

Stakeholders Reception Discussion

The committee believed this was a good event and a good opportunity for the board to network, however they were surprised about the percentage of the board present. They brainstormed ways to increase attendance like personal invitations, nametags, changing the time, and canvassing for next time.

Ann Arbor Trip Discussion

Nickie Davis shared with the committee what she found interesting about Ann Arbor's downtown area during her leadership conference. She showed the committee marketing materials similar to what the committee had seen during the media buy that they liked. They have booklets for each of the four downtown sections. Their downtown was similar size to ours but more urbanized because they had a green belt and could only build up. Their downtown association is a DDA and has control of their own parking.

Not So Frightening Friday

The committee discussed the logistics for this event and Nickie provided an update on the posters that were being printed for the occasion. There will be separate posters to distinguish advertising and actual participants.

Living Windows

The committee discussed the need to remind businesses that there cannot be any Santas in windows because Santa is at the bank. This led to a magic tree lighting and shop hop conversation that we need to urge businesses to stay open until 7pm for the lighting since there are so many people downtown waiting for the event to begin.

Shop Small Saturday

Hawxby asked committee if they wanted to collaborate more with restaurants for the event, group decided that that was unnecessary, shoppers generally eat and grab drinks during the event already. Klenke suggested that we use balloons to mark participating businesses for other events like American Express likes to use for Shop Small.

Drinks in the District

Group decided on dates for this event as well as passport format and potential prizes passports could be turned in for. Group also reviewed and edited dates for other events so they could create calendars.

Upcoming Educational Workshops

Davis suggested potential guest speakers for the October workshop. The committee decided against doing a workshop in November and Decemeber since it is peak time. Hawxby suggested compiling a list of all the workshops we have done to see what we have not covered and to see what we would like to cover again.

Adjournment

Meeting motioned to adjourn at 9:41am by Klenke, seconded by Kelley, all voted in favor.

**Community Improvement District
Special Session- Full Board
September 25, 2018
11 S. 10th Street**

Present:

Tom Mendenhall
Van Hawxby
Mike Wagner
Jesse Garcia
Kenny Greene
Dave Parmley
Deb Rust
Mike McClung
Lisa Klenke
Ben Wade
Adam Dushoff
Marti Waigandt

Absent:

Logan Dale
Deb Sheals
Kevin Czaicki

Meeting called to order by Ben Wade, Chair at 3:29pm

Approval of Agenda motioned by Mendenhall, seconded by Dushoff, all approved.

Motion to approve the media buy, discussed during the September board meeting, motioned by Mendenhall, seconded by Dushoff, all voted in favor.

Wade informed the board that City requested a letter of support to put on file for the newly purposed grease ordinance. Mendenhall motioned to approve the letter of support, Klenke seconded, and all approved.

Mendenhall presented the letter from Crockett for the CoMo200 Bid. The board had already set aside \$20,000 to put toward this. Parmley motioned to use the \$20,000 already set aside, Marti seconded, all voted in favor.

Wade motioned to move the meeting to closed session at 3:33pm. Wagner seconded, all approved,

Board interviewed the top three candidates and discussed the pros and cons of each candidate to evaluate who they believed were the best fit for the position of executive director. After interviews and discussion, the board took a role call vote to decide who would be the next executive director.

Meeting motioned to be adjourned by Wagner at 5:21pm, seconded by Mendenhall, all approved.

**Community Improvement District
Executive Committee Meeting
October 2, 2018
11 South 10th St.**

Present:

Ben Wade
Kenny Greene
Deb Sheals
Mike McClung
Jesse Garcia

Absent:

None

Meeting called to order at 3:31pm by Ben Wade.

Approval of the Agenda motioned by Sheals and seconded by Greene, all approved

Committee discussed issues and topics for the agenda for the October Board Meeting. These topics included guest speakers, resolutions that need to be created for the next board meeting (minutes, financial, and executive director approval), the lighting test on Hitt and Waugh, the status of the grease ordinance, the last City Council meeting on 10/1, an update from the parking committee that the City is currently discussing terms with the parking consultants, the board members that are coming to the end of their terms and beginning the process of advertising the positions, and City ordinances forming around the Bird scooters.

See October 2018 board meeting agenda for more detail.

Meeting motioned to adjourn at 3:58pm by Mike McClung and seconded by Deb Sheals. All approved.