

RESOLUTION NO. 2023-02

**A RESOLUTION OF THE DOWNTOWN COMMUNITY
IMPROVEMENT DISTRICT APPROVING MINUTES OF
THE BOARD OF DIRECTORS MEETINGS HELD
SEPTEMBER OF 2022.**

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

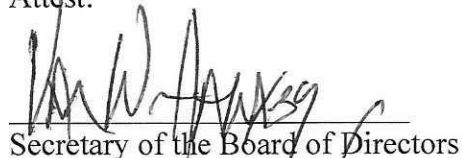
The Downtown Community Improvement District (the "District") hereby approves of the meeting minutes for the meetings of the Directors held in September 2022.

Passed this 11th day of October 2023


Chair of the Board of Directors

(SEAL)

Attest:


Secretary of the Board of Directors

**Downtown Community Improvement District
Executive Board Meeting
September 6, 2022**

Present

Kenny Greene
Mike McClung
Aric Jarvis
Deb Rust
Lara Pieper
Van Hawxby
Nickie Davis
Kathy Becker

The meeting was called to order at 3:30.

Jarvis moved to approve the agenda; McClung seconded. All approved and motion passed.

Davis discussed that the DLC will be sending the Council a letter showing support for the letter The District sent on the Walbash issue. The DLC also discussed moving the bus station away fro Walbash and concerns on safety in the Downtown area was discussed.

Nickie discussed the resignation of the Office Manager and the splitting of the position into tow separate jobs. They both will be part time. The Office Manger will be between 20-25 hours a week and the Marketing/Social Media position will be from 10-15 hours a week.

Nickie discussed the resignation of Camelia and the need to find her replacement. An application for the position will go back out to the community.

Conference trips were discussed. Normally the Executive Director attends two per year. After the retreat the budget was doubled and it is the hope that a board member will be able to attend conferences as well as the Director. The Chamber Leadership Conference is in Texas. Nickie is already going and either Lara or Aric should attend. For the spring conference Deb is interested in attending.

Board Agenda

John Trapp will speak to the board.

We will need to vote on a new custodial of records.

McClung discussed the PAC and the filling of spots. He discussed the potential of disbanding some of the city's committees. If the PAC disbands the CID could be proactive and volunteer to take over some of their duties.

McClung will discuss at the next board meeting.

The Meeting Adjourned at 4:15 McClung moved, and Jarvis seconded.

**Downtown Community Improvement District
Board Meeting
September 13, 2022**

Present:

Kenny Greene
Mikel Fields
Aric Jarvis
Deb Rust
Heather McGee
Kathleen Murphy
Danielle Little
Sarah Johnson
Rachel Norden
Mike McClung
Lara Pieper
Van Hawxby
Charles Bruce
Russell Boyt
Nickie Davis
Kathy Becker

Guests:

Pat Fowler(Zoom)
Tom Mendenhall
Carol Rhodes
TJ Rowlan CPD
Dan Wright CPD
Nikki Evans, Attorney

Greene called the meeting to order at 3:31pm.

McClung moved to approve the agenda and Pieper seconded, all approved.

Jarvis moved to approve the minutes, Pieper seconded, all approved.

Financials

Pieper presented the financial report. McClung moved to approve the minutes, Rust seconded, all approved.

CPD Report

Officer Wright and Officer Rowland gave their report. The broken windows on 10th were discussed. They have talked to the businesses that received damage. They are trying to get video from Maude Vintage. They will be looking into the incident further. Officer Wright talked about the open container ordinances that are in affect within the city. He also discussed the issue of homeless individuals coming into businesses. If an individual is in need or help or food, they can contact them and they can aid. Officer Wright did send an e-mail on the Walbash alley emergency location issue. They have been notified to check the alley when they are dispatched to that area. Greene is working on getting the alley named

City Report

Carol mentioned that there were no current updates on the new streetlights. She will continue to try to get updates.

REDI Report

Lisa was not able to be present but the update she sent was made available thru the drop box.

CVB Report

Amy went over their strategic plan. A copy was made available to the board. They have 30 priorities - 15 of these are to be done in the first 6 months. A final copy will be sent when it is complete.

New Business

4A Change

John Trapp from 4A Change discusses the work he was doing. He also talked about the new agreement with the City and how they will be kept separate when it comes to billing. He had 50 hours with the City last month. He does not think that the people sleeping are causing the problems. With buses being free and all transfers being at Walbash the number of homeless in the District obviously rises. The problem with drugs are not necessarily the homeless. Murphy asked about Burrell and if they help. John discussed the problem with getting beds and that the closest detox center is in Jefferson City. These treatment beds take two months to get into. Aric discussed repeat offenders and the increase since Covid. Davis asked for a cheat sheet on resources available. Officer Wright will send a cheat sheet to Nickie.

Board Member Replacement

Davis informed the board that Camelia from True/False has resigned. Nickie will be getting out an application to the public soon. Pieper moved to accept resignation. Boyt seconded. Motion passed.

Custodian of Records

Due to the Office Managers resignation a new Custodian of Records needs to be appointed. Davis recommended Becker till the time a new Office Manger was hired. Aric moved to appoint Becker, Pieper seconded. Motion passed.

Conference Trip

With the board approving a board member to attend conference the Executive Committee discusses who to send. Either Pieper or Jarvis will attend the Leadership Conference. Rust will attend the Sociable Cities conference.

Parking Commission Update

McClung discussed the Mayors request to evaluate the need for the PAC and the DLC. The Mayor was wondering if it could be transferred to another entity or disbanded. PAC voted to keep the commission and cut down the seats on the commission by two. The problem in the past has been the ability to meet a quorum. The PAC also talked about reducing the number of meter times on the street. They recommend only having 3 hour, 1 hour 10 hours and 20 minute meters. The change is still in the works. PAC would also like to change the ordinance so that every meter time change would not need to go the Council.

Old Business

Letter to the City Re Safety

Davis gave an update on Walbash. DLC did move to support the letter. Davis has been invited to discuss this issue with the Chamber- Government Affairs Committee. Mendenhall wants the city to be more responsive. Wants the bus station moved from the Downtown area. A vote on the new shelter will take place in

September. The new center will take several months to finalize but it will include bathrooms and showers. Mendenhall recommended waiting to see if the new shelter at the old VFW goes through before sending a letter.

Committee Reports

Operations

Jarvis gave an update. Camera grant is on hold till the time the city decides on FUSUS.

Economic Development

Fields gave an update. Two more artists were awarded alley doors to paint. Adrienne Luther for the alley door behind the Airbnb. Jordan will paint the door in the SAKE alley.

Marketing

Rust reviewed Dog Days and discussed Wellness Week coming up on the 24-25 of September. Flat Branch Park has been rented out for this event. Rust discussed Roots and Blues. The District is not partnering this year.

DLC

They met and discussed the letter. At the meeting the owner of Rangefree talked about the issue with threatening calls after she did an interview. There was not update on the Orr Street property.

Staff Report

Davis discussed the splitting of the Office Manager/Marketing Assistant into two positions. Interviews for these positions are underway.

McClung moved to adjourn at 4:30, Pieper seconded, all approved.

**Downtown Community Improvement District
Economic Development Committee
September 20, 2022**

Present:

**Mikel Field
Lara Pieper
Rachel Norden
Charles Bruce
Kathleen Murphy
Adam Durshoff
Nickie Davis
Kathy Becker
Kenny Greene**

Guest

Lisa Driskel-Hawxby

The meeting was called to order at 3:35.

Lara moved to accept the agenda, Rachel seconded. Motion passed

Becker gave a Placier update. The contract has been signed and a onboarding meeting has been scheduled. We should be getting some good data soon.

Becker gave a District business update. The Psychic Room opened up on Walnut. Discussion about the taking down of the bank at 10th and Broadway occurred. A new six story housing unit with retail on the bottom will be built. They will have trash on site as well. We have not yet seen the plans. The trash compactor will be moved to their vacant lot. Also, to bring in the scaffolding, they will need to tear out the planter. They will put it back. This, however, is a good chance to get something new in its place. Nickie will be talking to the city.

Alle Door update- Contracts have been signed on the Airbnb and Sake. Three doors at the Tiger Hotel are good to go. Just need to get the doors measured.

The In-District Gift Card Program was discussed. Yiftee (on-line gift card only) are the only ones returning calls and e-mails. Becker did find out that we can not resell gift cards. Due to this we need to have gift cards sold by businesses throughout The District. The District can't sell gift cards. We are at a standstill. Nobody want to do them at this time. One business that used to do it is out of business.

Dushoff talked about the last gift certificate program and recommended that we don't do that again. He also suggested getting rid of the funds from the old program. Jose will be contacted for his opinion. We do have a 501c3 thru the CCA that we might be able to run it through. Dushoff recommended buying branded gift cards to give away, knowing that they may be used out of The District. Fields talked about putting purchased gift cards in a branded envelope, etc. Staff will continue to look for viable options.

Murphy moved to adjourn the meeting; Rachel seconded. Meeting adjourned at 4:15 p.m.

**Downtown Community Improvement District
Operations Committee
September 15, 2022**

Present:

Kathleen Murphy
Chris Kelly
John Ott
Nickie Davis
Kathy Becker

The meeting called to order at 3:30 p.m. Murphy moved to approve the agenda and Kelly seconded. Agenda was approved.

Camera Grant

The Cameras in the District Grant was discussed. We got a partial list of eligible cameras today from FUSUS. waiting on list. FUSUS does not like to say what to use. Thoughts are to just list a few systems to choose from when we put out the grant. We want to wait to after the FUSUS presentation to the Council and approval to move forward on FUSUS is voted on before we start the grant. We will start the grant program as soon CDP vets the cameras to use.

4A Change

Discussion about 4A change and the city. The city contract has started. City buses are free and bus exchanges only happen at Walbash. The 96 hour hold on individuals is not being enforced and they are not going back to the town of origin once the hold is complete. This topic will be brought up at the next board meeting.

Block by Block

The city approved an additional Block by Block person that will be paid by the city. This person will help keep the alleys clean. This person is in addition to renewed contract The District has with .Block by Block

Construction Projects.

With the construction of the old bank on Broadway and 10th, parking spots and the sidewalk will be closes. The sidewalk will be opened up as soon as the planter is taken out and a cover is put over the temporary sidewalk. Permanent parking will be within the footprint. They also are accommodating solid waste issue within the footprint of the new building.

Concerts/Events in the District

There has been some issues with noise during outside concerts in The District. Most complaints are around the new venue. There have also been complaints about the use of bathrooms. The City is monitoring them and are making sure they follow the rules. If when we talk to CVB they rules are not being followed what are the next steps to be taken? A copy of the permit would be good to have. Events are good but must be done properly.

City Planters

Follow-up on the planters need to be done. The District needs the Council to be a cheerleader on this topic. Need to get those on board.

Public Comment - None

Meeting adjourned at 4:00 p.m.

**Downtown Community Improvement District
Marketing Committee Meeting
September 27, 2022**

Present:

Deb Rust
Sarah Johnson
Heather McGee
Nickie Davis
Kathy Becker

Guest

Matt Bear

The Meeting was called to order at 3:30 p.m. Johnson moved to approve the agenda; Rust seconded. Motion passed

Nolan was not present to discuss the Holiday Market. The topic will be discussed at the next Marketing meeting.

Davis reviewed The District's marketing analytics. We are up on the number people that subscribe to the newsletter as well as those that follow-us on Facebook.

Wellness Week was reviewed. Twelve businesses participated. It was discussed having it in April when not so many other things were going on. Johnson would like to see the bingo cards go out earlier.

Caffeine Crawl will be September 15th. Reservations are filling up fast.

Halloweenie is Friday, October 28th from 4 -6. Brooke is working on posters.

First Friday, Magic Tree Lighting, and the Horse Drawn Carriage were discussed. Johnson suggested we advertise the dates of the Horse Drawn Carriage. Shop Hop, the Magic Tree Lighting and the first Horse Drawn carriage now is currently scheduled for November 5th. More dates for the Horse Drawn carriage are also scheduled.

An update on the Marketing Position was provided. Interviews are in progress and this person is expected to work between 10-15 hours per week. They will be expected to attend the Marketing Committee Meeting.

An update on the We Project was provided. Its been a bit of a bumpy road finding a place for the project. Mike Nolan from the Blue Note may hose a spot. They are in conversation and we our optimistic that we may have found a place.

Johnson moved to adjourn the meeting; McGee seconded. Meeting adjourned at 4:05

**Downtown Community Improvement District
Executive Committee Meeting
Tuesday October 4, 2022
11 S 10th Street and Zoom**

Present

Nickie Davis – CID
Kathy Becker – CID
Kenny Greene
Mike McClung
Aric Jarvis
Lara Pieper
Van Hawxby

Guest

Deb Rust

Approval of the Agenda

McClung made a motion to approve the agenda at 3:30 p.m. Jarvis. Motion passed.

Board Replacement

Davis discussed the board replacement and the vote that would take place at the Board meeting. The District received three applicant.

Mike Nolan – Blue Note and Rose Music Hall
Morgan Wright – Gunter Hans
Megan Orscheln – McNallys/Wise Guys

They have been invited to the Board meeting.

Board Agenda

The Board Agenda for the October meeting was set.

Adjournment

Pieper moved to adjourn at 4:00 p.m. Jarvis seconded. Motion carried.

**Downtown Community Improvement District
Board of Directors Meeting
Tuesday, October 11, 2022
11 S 10th Street and Zoom**

Present

Nickie Davis, CID
Kathy Becker, CID
Kenny Greene
Kathy Murphy
Russell Boyt
Sarah Johnson
Lara Pieper
Rachel Norden
Heather McGee
Aric Jarvis
Charles Bruce
Van Hawxby
Mikel Fields

Absent

Mike McClung
Dani Little

Guests

John Kock, Block by Block
Officer Wright
Officer Anderson
Carol Rhodes City of Columbia
Nikkie Evans -HEWN
Mike Nolan
Graffen Cook, City of Fayette
Lisa Driskol Hawxby

Approval of the Agenda

Murphy made a motion to move the replacement of a Board member up on the agenda to new business. Jarvis seconded. Motion passed.

Pieper moved to approve the agenda. Jarvis seconded. Motion passed.

Approval of the Minutes

Pieper moved to approve the minutes, Murphy seconded. Motion passed

Approval of the Financials

Lara discussed outstanding items from fiscal year 2021 budget. They will be accrued to FY23. Lara presented the financials to board. Rust moved to approve the financials, Russell seconded. Motion passed.

Police Report

Officer Wright discussed the issues in the garages. He also talked with Lance in Solid Waste about the trash by the Short Street Garage. Card board in an issue. Officer Wright will contact the Element to see what they can do about their residents using that dumpster and recycling bin. Officer Wright will e-mail Nickie when he has more information.

City Report

Rhodes discussed the upcoming Council meeting. She did not see anything that directly impacted The District. Rhodes offered to help with the trash issue and the improper placement of trash. Rhodes updated the Board of the street light project. It is currently underway.

With the Walbash compactor coming in over budget the question was asked if a redesign could be done. Rhodes will find out.

REDI Report

Driskol Hawby talked about REDI and discussed how they serve both Boone County and the City of Columbia. She also talked about Equipment Shares 1 million dollar destination campus. The campus will help promote economic development. They will break ground this year.

The airport grand opening is next Wednesday. Flight out will begin in October.

CVB Report

A representative was unable to make it today.

New Business

Board Member Replacement

The Board discussed the position. The Board had the option to fill the spot now or wait till the yearly election. The Board chose to do it now. The following sent in an application for the seat. All were invited to attend.

Mike Nolan – Blue Note and Rose Music Hall

Morgan Wright – Gunter Hans

Morgan Orscheln – McNallys/Wise Guys

Block by Block

John Koch Regional VP for Block by Block talked about the cleaning of the Alleys. The city will be funding a Cleaning Ambassador that will focus on the alleys. John has the contacts that he needs to work with at the City. They will do trash and graffiti in the alleys. They also will work with the City to stop illegal dumping. Finally, they will provide an educational program to educate business that are not in compliance.

Koch discussed issues with hiring and the current wage they pay. The ambassadors get a .25 cent raise each year. They currently make \$14.25 an hour. With wages going up they are finding it difficult to hire at that wage.

Koch research competitive wages in the area. The average is \$16.25 an hour for similar industries. Food Prep is \$14.25 - \$16.00. Landscapers start at \$20.00 an hour. A \$17.00 an hour wage for the ambassadors was discussed. A bonus option was discussed. Koch discussed how that worked in Austin, TX.

Johnson moved to adjust starting wage to \$17 an hour, Boyt seconded. Motion Passed.

HVS update

The second half of the report has been received. It is in the dropbox. Davis gave a brief summary and encouraged all to look at the whole document and to remember that the current document does not reflect the square footage of the added space that the Atrium and Broadway brings.

Boyt stated that it needs to host at least 1000 people. McGee stated that Jefferson City has limited conference space and that it a conference center that can serve their needs would be good.

Orr Street Park

Nickie stated that Parks and Recreation would like a letter of support for the park. The points that need to be in the letter include economic impact and the need for a green space downtown. They need it by November 1st. Pieper moved to provide a letter of support, Fields seconded. Motion passed. The board would like a copy of the letter that is sent.

Unsheltered Update

Davis gave an update on the city's plan to purchase the old VFW off of the Business Loop. Public comment on the building has closed. Room at the Inn will be working with the city on this project. A bus line will go to the site so that it is easily assessable to all. The facility will operate year rounds and a trailer that is owned by Parks and Rec will be make available to the site. This trailer will also be used for emergency purposes.

Streetlights

Johnson asked for a map of where they were going up. The board also was informed that the CPD can turn the lights up when needed and when bars close. Nickie has asked for a map of new lights and also will find out more on the training process.

Operations Committee

Jarvis gave a quick update and discussed the camera grant. FUSUS did provide some cameras that are compatible. The District is ready to move forward on the grant.

Economic Development Committee

Fields discussed the progress that has been made on the alley doors. One is done and the other will be done soon. Fields also stated that the Minority Business Grant is now open for applicants.

Marketing Committee

Rust discussed the upcoming events and the WE Project. The We Project is moving forward and will be on the Blue Note building. Rust informed the board that a new Marketing Assistant has been hired.

McGee asked if anyone was doing anything for Halloween. If so contact her. She would like to see past events happen again.

DLC

Nickie talked about DLC and the request the mayor made regarding the future of the committee. DLC discussed at length at their last meeting. The decision was tabled.

Orr Street

The Orr Street Park Committee is meeting on a regular basis. Currently looking for letters of support and ways to raise funds.

Staff Report

Davis mentioned that the office was still looking to hire an Office Assistant.

Public Comment

Cook from Moberly stated his role and what Moberly was doing.

Christmas decorations at the Blue note and at Rose Park was mentioned by Nolan.

Motion to Adjourn

Pieper moved to adjourn the meeting; Jarvis seconded. Motion carried.

**Downtown Community Improvement District
Economic Development Committee Meeting
Tuesday, October 18, 2022
11 S 10th Street and Zoom**

Meeting Canceled

**Downtown Community Improvement District
Operations Committee Meeting
Tuesday, October 20, 2022
11 S 10th Street and Zoom**

Meeting Canceled

**Downtown Community Improvement District
Marketing Committee Meeting
Tuesday, October 25, 2022
11 S 10th Street and Zoom**

Present:

Nickie Davis – CID
Kathy Becker – CID
Brandon Rettke – Cid
Deb Rust
Sarah Johnson
Heather McGee
Dannielle Little
Nickie Davis
Kathy Becker
Christina Kelley

Guest

Matt Bear

Call to Order

The Meeting was called to order at 3:30 p.m. Johnson moved to approve the agenda; McGee seconded. Motion passed

Marketing Review

Brandon was introduced and welcomed. He then presented his marketing report that was provided to the committee members. Instagram and Facebook are up. The most popular post was the Caffeine Crawl. Reels are also popular. We will be working on doing more Reels. Brandon will work on updating the business directory.

A discussion on marketing ideas took place. Johnson would like to see a 5K next year. Also suggested sharing favorite Halloween memories. Also might try some more blogs and stories like the one that was done on Kenny Greene. Would be nice to incorporate some humor. McGee also suggested putting the important stuff at the top of the newsletter with links.

McGee suggested doing post that make them spend more money in The District. McGee also suggested making the events we currently have better.

Caffeine Crawl Review

Davis discussed the Caffeine Crawl. It was sold out and only good things have been heard.

Halloweenie

It is this Friday from 4-6. Truman will be down here. City will also be open and do their normal things. We expect a large crowd.

Holiday Décor

Light poles being replaced. Goal to have it all up by Shop Hop. Not sure that all poles will be replaced in time and those that are not will not have décor.

First Friday, Magic Tree Lighting and Horse Drawn Carriage

Shop Hop, Magic Tree, Horse Drawn Carriage will be November 5th. They are working on sponsorship for the bubble. The District is not handling the sponsorships or bubble. The 5th is also a home football game.

Small Business Saturday

Small business Saturday will be 11/26/2022. American Express still sponsoring. Mayor asked if wanted a declaration for Small Business Saturday. Gets national attention. Kelley stated not really necessary.

Living Windows

We are still trying to figure out how to get the judges to all the windows. We run into this issue each year. After discussion the committee decided send people out to take videos and then come back to review them and decide. Living Windows is December 2nd.

The We Project

The We Project is about done and should be going up soon.

Photographer and Videographer

With the end of Bussen's contract we will be looking fo a new photographer/videographer. John Asher was suggested. Using an intern was also suggested. McGee suggested calling other businesses for their content and stated this would not work for TV.

Member, Staff and Public Comment

Johnson commented on the shooting and safety of Downtown. There are problematic people downtown. It was suggested that 4A change be at the Magic Tree.

At the next meeting we will vote to put Bear on the Committee.

Meeting Adjournment

Little moved to adjourn, Johnson seconded. Meeting adjourned at 4:50 p.m.