

RESOLUTION NO. 2016-19

**A RESOLUTION OF THE DOWNTOWN COMMUNITY
IMPROVEMENT DISTRICT APPROVING MINUTES OF
THE BOARD OF DIRECTORS MEETING HELD APRIL
2016**

**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 April 2016.

Passed this 10th day of May 2016.



_____, Chairman of the Board of
Directors

(SEAL)

Attest:



_____, Secretary of the Board of Directors

**EXHIBIT A
TO RESOLUTION NO. 2016-19**

April 2016 Meeting Minutes

**Community Improvement District
Board of Directors Meeting
April 12, 2016
11 S. Tenth Street**

Present:

Adam Dushoff, Addison's
Tom Mendenhall, The Lofts at 308 Ninth
Allan Moore, Moore & Shryock Appraisals
Deb Sheals, Historic Preservation
Ben Wade, Guitarfinder
Blake Danuser, Bingham's
Tony Grove, Grove Construction, LLC

Mike Wagner, Central Bank of Boone County
Christina Kelley, Makes Scents
Mike McClung, Carharts
John Ott, Alley A Realty
Marti Waigandt, 808 Cherry St.
Andy Waters, Columbia Tribune

Absent:

Skip Walther, Walther, Antel, Stamper & Fischer

Steve Guthrie, Landmark Bank

Guests:

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

Alicia Stice, Tribune
John Gordon, CPD
Steve Poll, Tiger Cleaners

Approval of Minutes

McClung motioned to approve the minutes, Dushoff seconded and none were opposed.

Financial Report

Essing provided an overview of financials; we have received 95% of our budget for this year and are half way through our fiscal year. McClung motioned to approve the financials, Danuser seconded and none were opposed.

City Report

Rhodes stated that the Parking Task Force proposal has been postponed to the May council meeting. She also provided a Development Code update including the proposed schedule.

Police Report - Gooch

Assistant Chief Gordon provided the Board an update about the cameras coming down due to financial constraints. They will remain until maintenance is needed and will be removed at that time. Two more downtown officers will be adding during the first part of May.

New Business

Budget Process

Essing provided an overview of the process including the timeline for the budget. There has been a survey open but not a lot of responses. The majority of the feedback was more for the city rather than the CID as there still seems to be some confusion as to what we do.

Committee Reports

Operations

The Operations committee has set out to address panhandling. Their recommendation is a street outreach program working with Phoenix House. The proposal was reviewed and Waigandt motioned to approve the program, Dushoff seconded and none were opposed.

Economics

An update on solid waste was provided including the Bank of America location and the church. The church stated that they do not want a compactor on their property.

The revised solid waste ordinance for new developments was reviewed.

Marketing

An overview of True Media's campaign was reviewed including new branding for Shop Hop.

Gateway

The NVAD lotions for the light hub will now be on 10th and Ash in front of Wabash. All three light hubs are scheduled for a September/October installation. The \$1M Capital Campaign has been launched.

DLC-Wade

The DLC gave a presentation on traffic counter technology and also discussed infrastructure.

Staff Report

Essing was asked to serve of the Chamber Board of Directors. Danuser motioned to approve, Waigandt seconded and none were opposed.

Adjournment

The next meeting is **Tuesday, May 10**, at 3:30 p.m.

**Community Improvement District
Economic Development Meeting
April 19, 2016
11 S. Tenth Street**

Present:

John Ott, Alley A Realty
Marti Waigandt, 808 Cherry St

Tony Grove, Grove Construction, LLC
Christina Kelley, Makes Scents

Absent:

Allan Moore, Moore & Shryock Appraisals

Blake Danuser, Bingham's

Guests:

Cynthia Mitchell, City of Columbia
Val DeBrunce

Mike Wagner, Central Bank of Boone County

Review of Revised Solid Waste Ordinance

Small developments were addressed in the revised ordinance. During discussion, it was requested to add 25 bedrooms or less as a category. Essing will make the changes and send to Mitchell.

Broadway Brewery Alley Trash Compactor Update

The compactor has been painted and Mitchell stated that the City has figured out how to make the location work with a power lift. The new setup will need to go through the purchasing process as it costs around 14K.

Bleu Alley Recycling Location

There has been concern expressed by A&B Management regarding the recycling behind Bleu and Gotcha. They would like them removed, as there is glass all around the surrounding area not allowing them to park.

2017 FY Budget

The Staff Report was reviewed as well as the draft for the FY17 budget. Suggestions for the budget included:

- Update the Infrastructure Line Items of Storm Water Management and Energy Efficiency to allow more flexibility in selecting projects in 2017FY to improve downtown infrastructure.
- Review considering the Storm Water Tree Project like the traffic box line item and install one tree a year.
- Consider adding incentive programs for businesses to relocate grease vats inside buildings.
- Reviewing Wi-Fi program, due to lower connection per person and high cost.

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

**Community Improvement District
Operations Committee Meeting
March 17, 2016
11 S. Tenth Street**

Present:

Deb Sheals, Historic Preservation
John Ott, Alley A Realty
Ben Wade, Guitarfinder

Adam Dushoff, Addison's
Mike McClung, Carharts
Andy Waters, Columbia Tribune

Absent:

Tom Mendenhall, The Lofts at 308 Ninth

Guests:

Gabe Huffington, Parks and Recreation
Richard Stone, Columbia Public Works

Drew Brooks, Transit

Parks and Recreation Updates

Huffington provided updates on improvements to the Flatbranch Park landscaping. The City has investigated new lighting and determined that each light replacement will cost \$750. One has been ordered as a test. The brush on the hillside has been removed and the creek can now be seen. They are proceeding with a mural under the Locust Street Tunnel to beautify the park and try to discourage graffiti. The African American Heritage Trail was approved at Monday night's Council meeting. Parks and Rec will get started on the Broadway planters in the next couple of weeks. They will also look into tree maintenance throughout downtown. The CVB area is getting a completely new landscape as well. Finally, the Parklet has been restored and will be placed downtown in May.

Parking Enforcement

Stone and Brooks provided an update that Parking and Transit Departments will be combining in the fall. The proposed Parking Task Force / Commission discussion by Council has been moved to June's meeting.

The city will repaint the traffic light poles on Broadway but stated that there does need to be a long-term plan to have them replaced, due to age.

ParkMobile is now enforcing the 2 hours time limit by not allowing people to be able to feed the meters past two hours. Stone also discussed the shared goal to encourage more people (employees) to use the Pilot 10-hour Meter Program. Ideas were discussed including a new marketing plan, labeling the meters better, lowering the cost of employee passes and looking into 3 hour meters instead of 2 hour.

Homeless and Panhandling

The contract has been signed with Phoenix House. Benchmarking and marketing are the next steps.

Solar Panels- 8th and Cherry Garage

This is in the very early stages of the project. There was discussion regarding who and how is this being funded. Essing stated that she would follow up to answer those questions.

Alley Lighting

Work continues in partnership with the City Water and Light Department to add alley lighting.

FY17 Budget

The draft of the budget was reviewed. Discussion included rolling the line item special streetscape into the contingency line item. Other items discussed included: stopping Wi-Fi, adding more banners, increasing funding for janitorial Block by Block and addressing infrastructure.

Adjournment

The next meeting is **May 19** at 3:30 p.m.

**Community Improvement District
Marketing Committee Meeting
May 26, 2016
11 S. Tenth Street**

Present:

Steve Guthrie, Landmark Bank
Christina Kelley, Makes Scents

Andy Waters, Tribune
Lisa Klenke, Calhoun's

Absent:

Ben Wade, Guitarfinder
Lili Johnson, Poppy

Corissa Ray, Bluestem

Guests:

Michelle Magee, True Media

True Media Update

Discussion regarding potential reallocation of planned Digital Columbia Daily Tribune dollars into print, due to performance. Update provided regarding challenges in gathering click through data during holiday season. Klenke motioned to continue with plan and keep dollars in digital media, Kelley seconded and none were opposed. Waters also stated that due to an error on the Tribune's end, the Tribune will give credit back for the cube ad that had the broken link but is now fixed.

Shop Hop

Coffman provided a recap of the April 16 Spring Shop Hop event. Overall feedback received regarding the event was very positive.

FY17

An overview of the budget was presented. Discussion included updating the monthly postcards, expanding holiday décor, eliminate Wi-Fi, and support more funding for janitorial Block by Block. Discussed options of moving forward with a media-buying agency again in 2017FY, which will be revisited.

Adjournment

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

**Community Improvement District
Executive Committee Meeting
May 3, 2016
11 S. Tenth Street**

Present:

Mike Wagner, Central Bank of Boone County

Marti Waigandt, 808 Cherry St.
Adam Dushoff, Addison's

Absent:

Mike McClung, Carharts

Agenda Items

Discussion of May 10 Board Meeting agenda:

- Overview of the Budget process will be presented.
- Independent Code Testing- Discuss adding additional testing locations.
- Proposed City Council Ordinance to freeze mixed-use downtown development.
- Revised Solid Waste Ordinance for vote.
- Gateway Contractor- Discuss new contract with Arcturis.

Adjournment

The next meeting is **Tuesday, June 7**, at 4:00 p.m.