

**Community Improvement District  
Board of Directors Meeting  
February 14, 2017  
11 S. Tenth Street**

**Present:**

Deb Sheals, Historic Preservation

Nickie Davis, Muse

Marti Waigandt, 808 Cherry St.

Ben Wade, Guitarfinder

Steve Guthrie, Landmark Bank

Tony Grove, Grove Construction, LLC

Adam Dushoff, Addison's

Mike McClung, Dungarees/ Resident

David Parmley, The Broadway Hotel

Tom Mendenhall, The Lofts at 308 Ninth

Kenny Greene, Monarch Jewelry

**Absent:**

Kevin Czaicki, Centurylink

Mike Wagner, Central Bank of Boone County

Andy Waters, 100 North Providence

Blake Danuser, Bingham's

**Guests:**

Robert Wells, University of Missouri

Val DeBrunce, Citizen

Carol Rhodes, City of Columbia

Allan Moore, Moore & Shryock Appraisals

John Ott, Alley A Realty

Jodie Jackson, Columbia Daily Tribune

Krista Shouse-Jones, CPD

Chad Gooch, CPD

**Approval of Minutes**

Motion by Sheals, second by Mendenhall, all approved.

**Approval of Financials**

Motion by Mendenhall, second by Dushoff, all approved.

**Police Report - Gooch**

Gooch provided update that downtown has been busier due to students being back in classes and warm weather. Increased activity has been noted in Flatbranch Park, possibly due to Room at the Inn being hosted at a downtown church this month.

**City Report**

Rhodes provided an overview of the Council's scheduled public comment and meetings to review the proposed UDO development code.

**New Business**

**Mizzou Giving Day**

Robert Wells shared information about Mizzou Giving Day, which will take place from noon to noon on March 15-16. The event is a 24-hour period to show support for Mizzou through financial gifts. The university is asking businesses to give a gift and to also have a visual display of support if possible.

**UDO Code Feedback**

Essing provided an overview of the list of recommendations and letter to the City Council with the CID's UDO feedback. Sheals motioned to send the letter to city council, Waigandt seconded and all approved.

### Chamber Letter of Support

Essing provided a draft of a letter of support to send to the Chamber expressing the CID's support for the Chamber's 2017 legislative priorities. Sheals motioned to send letter, Waigandt seconded and all approved.

### CVB MSHSAA Letter of Support

Essing presented a draft of a letter of support to provide to MSHSAA in regards to the music festival. Sheals motioned to approve and send letter, Dushoff seconded and none were opposed.

### 2017 Committees

Essing provided an updated list of the committee assignments. Greene requested change from Marketing to Operations Committee. Waigandt motioned to approve with change for Greene, Dushoff seconded and all approved.

### Conflict of Interest Policy

Essing provided a copy and overview of the conflict of interest policy for board members. Board members required to sign acknowledgment of receiving conflict of interest policy.

## **Committee Reports**

### Operations

No motions at this time.

### Economic Development

Moore presented the recommendation to the board that \$1,000 be contributed to a bike feasibility study. Mendenhall voiced objection to funding a feasibility study, if information may already be available. Discussion regarding how a bike share program might work. Sheals motioned that the bike study recommendation be sent back to the committee for more research and discussion. Davis seconded and none were opposed.

### Marketing

No report at this time.

### Gateway

No report at this time.

### Infrastructure Task Force – Grove

Grove provided an update that the final report is now available and the work of the task force is complete.

### DLC Report

Wade provided update that the commission discussed the public inconvenience fee process and began to talk about the proposed UDO development code. The February meeting will continue to discuss the code to determine if any DLC comments will be shared with the Mayor and Council.

### Staff Report

Essing updated the board on annual employee performance goals discussions taking place in the office.

### Public Comment

McClung opened the discussion for public comment. Val DeBrunce noted that he has taken an interest in the grease issue and is looking forward to discussing it with the operations committee.

## **Adjournment**

Waigandt motioned to adjourn, Mendenhall seconded and none were opposed.

The next meeting is **Tuesday, March 14**, at 3:30 p.m.

**Community Improvement District  
Economic Development Meeting  
February 21, 2017  
11 S. Tenth Street**

**Present:**

Mike Wagner, Central Bank of Boone County  
Allan Moore, Moore & Shryock Appraisals  
Blake Danuser, Bingham

John Ott, Alley A Realty  
Adam Dushoff, Addison's  
Tony Grove, Grove Construction, LLC

**Absent:**

Andy Waters, 100 North Providence

**Guests:**

George Nichols, Food Truck Owner

Lawrence Simonson, PedNet Coalition

**Economic Development**

**PedNet Bike Share Feasibility Study**

Simonson gave a brief explanation of how a bike share program works. He explained that the purpose of a bike share is to enhance the community by providing outdoor recreation and a transportation alternative, however a bike share is not financially beneficial. A feasibility study would have to be done prior to implementation, costing approximately \$20,000. PedNet has asked that the CID donate \$1,000 to go toward the study. Simonson also explained that Alta was the company who won the bid to conduct the feasibility study. Dushoff motioned to support a downtown bike share with a \$1,000 donation, Danuser seconded and all were in favor.

**Food Trucks**

Essing explained that there has been a request by food truck operators to expand food truck locations downtown. The current approved locations are Cherry St. between 6<sup>th</sup> and 7<sup>th</sup>, Walnut St. between 9<sup>th</sup> and 10<sup>th</sup>, and Locust St between 9<sup>th</sup> and 10<sup>th</sup> (currently not open due to construction). There is discussion regarding where the appropriate locations could be so as to not take business away from brick and mortar establishments. Nichols explained that he is happy with his revenue at the current locations and that he doesn't want to take business from other restaurants, but that he could offer insight on behalf of other food trucks. If there were more locations, he may alter his business to cater to different crowds at different hours. Ott suggested also getting feedback from standing restaurants regarding proper locations. Essing pointed out that a change in locations or adding to the current ones would call for an ordinance change. Dushoff thinks that any location is fine as long as it is not too close to a restaurant's entrance. Nichols offered to put together a list of possible locations and to bring it to next month's meeting.

**Solid Waste District**

**Trash and Dumpster Compactors - Proposed Master Plan – Steve Hunt**

There have been a series of downtown "trash walks" to assist in creating a master plan regarding where waste receptacles should be placed within The District. Hunt is close to finishing this project and it will soon be distributed.

Other Business

Moore pointed out that graffiti is becoming a noticeable problem in The District. He would like the CID to make a push for building owners to stay on top of graffiti removal. Essing agreed to make a push for downtown business owners to clean the areas of defacement.

Adjournment

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

**Community Improvement District  
Operations Committee Meeting  
February 16, 2017  
11 S. Tenth Street**

**Present:**

Tom Mendenhall, The Lofts at 308 Ninth  
Mike McClung, Dungarees/ Resident  
Andy Waters, 100 North Providence  
John Ott, Alley A Realty

Deb Sheals, Historic Preservation  
David Parmley, The Broadway Hotel  
Mike McClung, Dungarees/ Resident

**Absent:**

Kevin Czaicki, Centurylink

**Guests:**

John Conway, Public Works  
Val DeBrunce, Citizen  
Drew Brooks, City of Columbia Parking

**Parking Meter Rollout, CoMoPark Cards and Meter Sticker Update (Guest: Drew Brooks/Parking)**

Brooks shared that downtown parking garage payment is expected to change by using a ticketing system through the company: HUB. There will be better control over who is coming in and out of garages by issuing a ticket at entry and having patrons pay when they leave.

He confirmed that the initial meter rollout project is finished; yet they are adding a few more new meters around town per City Counsels request. Aside from a couple of programing errors and continued CoMoPark card training, it was a smooth process. The meter sticker design is still in the works.

Mendenhall asked where a new parking garage could go downtown. Brooks said that was not currently a topic of discussion. Ott agreed that the struggling parking issues downtown are bad for business. There was discussion about time limits on parking meters.

Mendenhall motioned to make a recommendation to the board to send a letter to Council requesting that a Parking Commission be established, Parmley seconded, and none were opposed.

Essing presented CoMoPark collateral for businesses that will agree to sell the cards in their stores. There are three options for participants to choose from. Currently, the launch is on hold until the City provides a legal agreement that would hold merchants accountable for selling the cards at face value only. Essing asked the CID if the launch should be pushed until after these two items are complete. Sheals would like a launch before July, but does want the legal document finished. Everyone was in agreement.

**Grease Bins and Delivery Trucks**

Essing recapped the grease and delivery truck issues and shared feedback from recent listening sessions. Regarding grease: most people want proper signage, appropriate consequences for misuse, a uniform system in place, and owners would like grants to help initiate changes. Regarding delivery trucks: most people agreed that delivery trucks are essential and that any limitations placed would negatively affect businesses downtown.

**Grease**

Conway explained that there is a difference between public grease bins and private grease bins, which present issues. His idea is to give a friendly notice to the remove problematic bins within a reasonable timeframe, and to offer employee training for those using the remaining bins. Ott added that there should be incentives tied in for proper grease bin usage. With existing bins, they should acquire a permit and be clearly labeled. Essing shared that there was \$30,000 in the CID's environmental sustainability fund, which

is not yet allocated. Parmley motioned to spend the \$30,000 on grants to create and implement grease solutions, Mendenhall seconded and none were opposed.

#### Trucks

Ott agrees that it's too limiting to enforce strict regulations on downtown delivery trucks, but that there needs to be a solution to blocked traffic. Sheals suggested a friendly flier that states the following: trucks must leave flashers on while unloading, may not block alleys or entryways, must be 30 feet from intersection, and there should only be one truck per block.

#### Adjournment

The next meeting is **Thursday, March 16** at 3:30 p.m.

**Community Improvement District  
Gateways Committee Meeting  
February 23, 2017  
11 S. Tenth Street**

**Present:**

Deb Sheals, Historic Consultant  
JJ Musgrove, OCA  
Tooti Burns, NVAD

Marti Waigandt, 808 Cherry St.  
Blake Danuser, Bingham

**Absent:**

Tony Grove, Grove Construction, LLC  
John Glascock, City  
Christina Kelley, Makes Scents  
Clyde Ruffin, Second Baptist Church

Heiddi Davis, MU  
Cliff Jarvis, Columbia College  
Amy Schneider, CVB

**Guests:**

Michael Snyder, Parks and Recreation

Russ Volmert, Arcturis – Via Phone

**Capital Campaign**

**Mission Mapping Report Review**

Group discussed the capital report created by consultant, Eric Staley.

Burns suggested focusing on smaller goals, or partnering with the city for funding reasons. Sheals pointed out that with the project always changing, there may never be enough funding. Waigandt asked the committee to itemize goals. The group agreed that the next step decision hinges upon the NEA Our Town grant of \$200k, which would fund the West Entry Gateway. The decision on this grant application is to be made in April.

Volmert pointed out that master plans always evolve, and suggested that the West Entry Plaza would be a nice project to celebrate Columbia's bicentennial in 2021 if the CID would partner with the city's new park project. Essing agreed to talk with City representative to initiate a partnership. Danuser said that after seeing what the city's vision is, The Gateways Project priorities may change.

There was discussion about an event to unveil the first three light hubs that are in place. The committee discussed adding interpretative plaques at the three light hubs to identify the artist and the representation of the light hubs. Discussion to continue at next meeting.

**Adjournment**

The next meeting is **Tuesday, March 23** at 3:00 p.m.

**Community Improvement District  
Marketing Committee Meeting  
February 28, 2017  
11 S. Tenth Street**

**Present:**

Lisa Klenke, Calhoun's  
Ben Wade, Guitarfinder  
Van Hawxby, Dogmaster Distillery  
Nickie Davis, Muse Clothing

**Absent:**

Steve Guthrie, Landmark Bank

**March Meeting**

The March meeting will be moved up to Tuesday, March 21 due to Spring Break on the normal meeting date and potential lack of quorum.

**2017 Eclipse**

Group discussed upcoming Total Solar Eclipse on August 21, with ideas to market by providing downtown CID merchants with posters, viewing glasses and social media. Planning is in its initial stage as the CID receives feedback from constituents.

**Spring Shop Hop**

April 22 is The District's annual Spring Shop Hop. Group discussed the event collateral and agreed upon using the same design as last year.

**Restaurant Week Concept**

Cutrerera provided an overview of research and feedback regarding a possible event to promote downtown restaurants. Group decided to conduct listening sessions from downtown businesses so that further planning could take place. The goal is to conduct a test event during the summer with a set menu price that would be easily advertised. Discussed adding a charitable connection, such as with the Food Bank of Central Missouri.

**Other Discussion**

Discussion regarding purchasing American and Mizzou flags for Broadway. Cutrerera shared that there are 25 flag holders between 8<sup>th</sup> and 10<sup>th</sup> street on Broadway. The cost would be between \$800-\$1000. Klenke motioned to move forward with buying downtown flags. Davis seconded, and all were in favor.

Group reviewed sponsorship proposal from the Tiger Quarterback Club however opted not to participate at this time, due to lack of budgeted dollars.

Klenke presented an idea for a large Jack-O-Lantern display downtown, in partnership with the Humane Society. She would like to see the scaffolding and display placed in front of City Hall. Davis suggested that it could lead to some vandalism due to the annual Halloween pub-crawl and downtown events held over Halloween weekend. Wade liked the idea and would like to solicit feedback from other businesses.

**Adjournment**

The next meeting is **Tuesday, March 21** at 8:30 am



**Community Improvement District  
Executive Committee Meeting  
March 7, 2017  
11 S. Tenth Street**

**Present:**

Adam Dushoff, Addison's  
Mike Wagner, Central Bank of Boone County  
Mike McClung, Dungarees/ Resident

Marti Waigandt, 808 Cherry St.  
Ben Wade, Guitarfinders

**Absent:**

None

**March Board Meeting Agenda**

Essing distributed the drafted March Board of Directors agenda, which was discussed and approved by the group.

**Adjournment**

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

