

# CENTRAL WEST END SOUTHEAST SPECIAL BUSINESS DISTRICT

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c/o Park Central Development Corporation  
4512 Manchester Avenue, Suite 100  
Saint Louis, Missouri 63110  
314.535.5311 office

MEETING of the BOARD OF COMMISSIONERS  
Tuesday, ~~November 15, 2016~~, 4:30 p.m.  
**RESCHEDULED Tuesday, 11.29.16, 4:30 p.m.**

## PROPOSED AGENDA

- I. Call to Order
- II. Project Updates
  - A. Public Safety
    - 1) The City's Finest, Charles Betts
    - 2) Neighborhood Security Initiative, Jim Whyte
  - B. Neighborhood Stabilization, Ron Coleman
  - C. 4400 West Pine Pedestrian Streetlights, Susan Anderson
  - D. SBD Renewal, Susan Anderson
    - 1) Laclede Place Neighborhood Assoc., fall leaf clean-up, Saturday, 12.03., 9 am (4400 Laclede)
- III. Ordinary Business
  - A. Approval of Minutes (10.18.2016)
  - B. Financial Reports
  - C. Proposed 2017 Budget
  - D. Board Membership, Anna Forder, Nominee
- IV. Other Business to Come Before the Board
- V. Adjournment

**NEXT MEETING: TUESDAY, DECEMBER 20, 2016**

This meeting is open to the public, provided, however, that a portion of the meeting may be closed to discuss legal, real estate and/or personnel matters as provided by Sections 610.021(1), (2) and/or (3), RSMO. Representatives of the news media may obtain copies of this notice, and persons with disabilities wishing to attend may contact: Park Central Development Corporation, 4512 Manchester, Suite 100, St. Louis, MO 63110, (314) 535-5311.

**RESCHEDULED DATE POSTED 11.15.2016**

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## MINUTES of the MEETING of the BOARD OF COMMISSIONERS October 18, 2016.

- I. Call to Order: Mr. Scoggin called the meeting to order 4:35 p.m.  
Directors Present: Yusef Scoggin; Sandy Bender; Dennis Overton; Jeffrey Miner; Tiffany Boyd.  
Directors Excused: Teri Pesapane  
Directors Absent: NA  
Others Present: Jim Whyte, CWE Neighborhood Safety Initiative; Ron Coleman, Neighborhood Improvement Specialist; Theresa Ebeler & Keith Mills, St. Louis University; Linda Nguyen and Susan Anderson, Park Central Development
- II. Project Updates
- A. Public Safety
- 1) The City's Finest, Charles Betts: Unavailable for meeting. Mr. Whyte reported that TDF is currently operating 14% below budget for the year.
  - 2) Neighborhood Security Initiative, Jim Whyte: Mr. Whyte reviewed crime statistics which showed crime had increased 12% in September versus the 22% increase in August. Robbery, aggravated assault and auto theft show the largest increases. The bait-car provided by SLMPD's Anti-Theft Unit is not operational and Mr. Whyte doesn't believe it will be until 2017. The bait-bike has been placed in several locations without having been stolen.  
Mr. Whyte reminded the Board about the proposed agreement between NSI and TCF re. ATV purchase and lease discussed at September meeting. The ATVs will expand TCF's ability to staff the patrols and ensures coverage during inclement weather. TCF will purchase one ATV when the agreement is finalized and signed and CWE NSI will purchase a second one, leasing it to TCF for a nominal annual fee. TCF will take responsibility for insurance (indemnifying NSI), fuel and maintenance. Current funding outlines CWE SouthEast SBD's share of the ATV purchase would be less than \$6,000.  
After discussion, Mr. Whyte agreed to investigate leasing options
- B. Neighborhood Improvement, Ron Coleman
- 1) 4101 Laclede: Construction workers will park on the vacant Cortex lot at 4000-4030 Laclede, alleviating potential contentious parking issues between the contractor and the businesses.
  - 2) 4100-4200 Laclede: Striping for the angled parking is complete and is well-received by residents. Mr. Coleman said although "reverse-in" parking is not 100%, he has not requested enforcement.
  - 3) Parking Meters, Sarah/Laclede: Parking meters will be installed along Sarah Street, West Pine to Forest Park Ave., and near the planter islands on Laclede just west of Sarah Street.
- C. 4400 West Pine Pedestrian Streetlights, Susan Anderson: Ms. Anderson distributed a summary of the two responses received from the RFP. One bid is \$12,600 and the other \$33,000. Given this broad range, more companies will be requested to respond. All the responses will be forwarded to the Board of Public Service for a recommendation to the board for award of the contract.

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D. SBD Renewal, Susan Anderson

- 1) SBD/CID Research: Ms. Anderson reviewed the research of seventeen SBDs/CIDs, saying that the three most prevalent programs are safety, infrastructure and cleaning (excluding administration). CWE SouthEast SBD's ordinance cites the lowest property assessment rate. The remaining were primarily the highest allowed assessment rate of \$0.85 per \$100 assessed valuation, but was unable to learn the impact of the Hancock Amendment upon the actual rate of assessment.
- 2) Potential Assessment Rates & Revenue: A projection of assessment-generated revenue for 63-1/2¢ and 85¢ per \$100 assessed value and a full-range of programs was reviewed. The Board has not determined the range of programs to be included.
- 3) Memorandum of Understanding: Ms. Anderson distributed the MOU. It is based on Park Central's proposal for renewal to the CID. She pointed out that the final paragraph included reimbursement of expenses to Park Central, estimating that the amount could be about \$5,000. Ms. Bender made a motion to approve the MOU as presented. Mr. Miner seconded the motion and the MOU was unanimously approved.

III. Ordinary Business

A. Approval of Minutes (09.20.2016): Corrections to be made as follows:

- 1) "Ron Coleman, Neighborhood ~~Stabilization~~ Improvement Specialist"
- 2) IIIA. "... Ms. ~~Boyle~~ Boyd ..."
- 3) Actions Assigned 1 (Status): Anna Forder

Mr. Overton made a motion to approve the minutes as corrected. Ms. Boyd seconded the motion and the minutes were approved.

B. Financial Reports: Ms. Anderson reviewed the reports, saying that the balance of \$142,171.79 that does not include the \$110,000 restricted funds. The expenses are following the budget.

C. Proposed 2017 Budget: Ms. Anderson said this is a preliminary budget, pending the assessment report from the Assessor's Office.

D. Board Membership, Anna Forder, Nominee: Ms. Forder did not respond to the e-mail. Ms. Anderson will send an e-mail to Ms. Forder inquiring about her interest.

IV. Other Business to Come Before the Board: Ms. Anderson said that 3920 West Pine, recently purchased by the US Central and Southern Province, Society of Jesuits will be tax exempt, however the organization has agreed to a voluntary contribution equal to the current CWE SouthEast SBD assessment (\$975) annually.

V. Adjournment: there being no further business, the meeting was adjourned at 6 p.m.

Respectfully submitted,

Susan Anderson, Project Manager  
Park Central Development

**ACTIONS ASSIGNED**

#	ACTION ITEM	ASSIGNED TO	STATUS
1	Prospective board member (property owner)	Anderson & Board	Nominee: Anna Forder;
2	Relocate 2 cameras removed from 3954 West Pine	Jim Whyte	Open.
3	4252 West Pine, missing streetlight fixture	Anderson	Ordered & delivered to St. Dept. (Street's can't fid it.)
4	4400 West Pine streetlights	Anderson	3 proposals to BPS for selection
5	Renewal of CWE SouthEast Ordinance	Anderson	Agreement approved (signatures needed) List of multi-unit buildings with contacts created 12.03.2016, 9 am, Laclede Place (4400 Laclede) Neighborhood Assoc. leaf clean-up

**CWE Southeast SBD**  
**Balance Sheet**  
As of October 31, 2016

	<u>Oct 31, 16</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Restricted for Streetlights	110,000.00
<b>40900 · Beginning Cash On Hand</b>	
10200 · Plulaski CWE SE #0576 (Ckng)	165,066.25
11200 · Pulaski CWE SE #5936 (MMkt)	79,625.04
40900 · Beginning Cash On Hand - Other	<u>-110,000.00</u>
<b>Total 40900 · Beginning Cash On Hand</b>	<u>134,691.29</u>
<b>Total Checking/Savings</b>	<u>244,691.29</u>
<b>Total Current Assets</b>	<u>244,691.29</u>
<b>TOTAL ASSETS</b>	<u><u>244,691.29</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · Accounts Payable	<u>5,032.50</u>
<b>Total Accounts Payable</b>	<u>5,032.50</u>
<b>Total Current Liabilities</b>	<u>5,032.50</u>
<b>Total Liabilities</b>	5,032.50
<b>Equity</b>	
Retained Earnings	192,165.66
Net Income	<u>47,493.13</u>
<b>Total Equity</b>	<u>239,658.79</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>244,691.29</u></u>

**CWE Southeast SBD**  
**Profit & Loss Budget Performance**  
 January through October 2016

	<u>Jan - Oct 16</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>			
41000 · Tax Revenue	226,834.09	250,000.00	250,000.00
41100 · Contingency (10% of Revenue)	0.00	-25,000.00	-25,000.00
42800 · Interest Income	185.43	27.50	33.00
<b>Total Income</b>	<u>227,019.52</u>	<u>225,027.50</u>	<u>225,033.00</u>
<b>Gross Profit</b>	227,019.52	225,027.50	225,033.00
<b>Expense</b>			
<b>61000 · Administration</b>			
61050 · Annual Award	0.00	0.00	50.00
61100 · Administration (PCDC)	11,250.00	15,000.00	15,000.00
61200 · Bank Charge	0.00	30.00	40.00
61300 · Insurance, Liability & D&O	-52.95	0.00	1,100.00
61400 · Legal Fees	120.00		
61500 · Meetings Expense	0.00	37.50	50.00
61600 · Postage and Shipping Expense	0.00	75.00	100.00
61800 · Web Site	173.74	50.00	100.00
<b>Total 61000 · Administration</b>	<u>11,490.79</u>	<u>15,192.50</u>	<u>16,440.00</u>
<b>68000 · Public Safety</b>			
68200 · CWE Neighborhood Safety Ini.	38,000.00	38,000.00	38,000.00
68400 · National Night Out	240.10	2,000.00	2,000.00
68500 · Patrol	121,467.50	125,000.00	150,000.00
68600 · Security Camera	5,900.00		
68700 · Security Signs	700.00	1,400.00	1,400.00
68800 · Program/Project TBD	0.00	1,875.00	2,500.00
68900 · Lighting			
68905 · Maintenance	1,728.00		
<b>Total 68900 · Lighting</b>	<u>1,728.00</u>		
69000 · Rest Funds, Infrastructure	0.00	21,811.00	21,811.00
<b>Total 68000 · Public Safety</b>	<u>168,035.60</u>	<u>190,086.00</u>	<u>215,711.00</u>
<b>Total Expense</b>	<u>179,526.39</u>	<u>205,278.50</u>	<u>232,151.00</u>
<b>Net Income</b>	<u><u>47,493.13</u></u>	<u><u>19,749.00</u></u>	<u><u>-7,118.00</u></u>

**REVENUE**

Restricted Funds, Streetlights (Unexpended, 11.2016)	\$ 107,408	
● 2016 Contingency Fund, unassigned	\$ 25,000	
2017 Revenue		
2016 Special Taxes Billed <sup>1</sup>	\$ 290,860	
Less 1.25% Projected Unpaid Special Taxes <sup>(2)</sup>	\$ (3,636)	
Interest	\$ 150	
Total 2017 Revenue		\$ 287,374
Less Contingency: 7% of 2017 Revenue	\$ (20,116)	
<b>TOTAL FUNDS AVAILABLE</b>		<b>\$ 267,258</b>

**EXPENSES**

● Special Admin: SBD renew: (\$20,000 services + \$5,000 supplies) (paid by unassigned 2016 contingency)	\$ (25,000)	
		\$ (25,000)
<b>Administration</b>		
Admin. Services	\$ (15,000)	
Annual Award	\$ (75)	
Bank Charges	\$ (40)	
Insurance	\$ (1,100)	
Meeting Expenses	\$ (50)	
Postage	\$ (100)	
Website	\$ (100)	
Total: Administration (6.2% of 2017 Funds Available)		\$ (16,465)
<b>Programs</b>		
Public Safety		
CWE-NSI <sup>(3)</sup>	\$ (38,000)	
National Night Out	\$ (1,500)	
Safety Patrols-As Scheduled <sup>(4)</sup>	\$ (170,000)	
Cameras	\$ (5,000)	
Safety Message on Wayfinders <sup>(5)</sup>	\$ (1,400)	
Restricted Funds, Streetlights (site to be determined)	\$ (34,750)	
Total: Public Safety (93.8% of 2016 Funds Available)		\$ (250,650)
<b>TOTAL: ADMINISTRATION AND PROGRAM EXPENSES</b>		<b>\$ (267,115)</b>

**NOTES:**

- (1) 2016 assessment received from Assessor's Office 11.15.16
- (2) based on history
- (3) no change from 2016
- (4) \$20,000 increase over 2016 budget; 63.6% of available revenue
- (5) Wayfinders to include 911 & NSI information