

**Central West End Southeast
Special Business District**

c/o Park Central Development Corporation
4512 Manchester Avenue, Suite 100
Saint Louis, Missouri 63110-2100
O: 314.535.5311
cwesoutheastssbd.com

**BOARD OF COMMISSIONERS MONTHLY MEETING
TO BE HELD
January 18th, 2022 at 5:00 p.m.
Via Zoom**

Please Note: Due to Covid-19, the Board of Commissioners meeting will be held via Zoom at (Meeting ID: 814 8643 4718) or call by phone at 1-312-626-6799.

NOTICE & PROPOSED AGENDA

TAKE NOTICE that on January 18th, 2022 at 5:00 p.m., the Central West End Southeast Special Business District (the "District") will hold its public Monthly Meeting to consider and act upon the matters on the following tentative agenda and such other matters as may be presented at the meeting and determined to be appropriate for discussion at that time.

1. Call to Order
2. Chair's Report & Announcement of the Order of Business
3. Public Comments & Questions (5-minute limit per speaker)
4. Approve Previous Meeting Minutes
5. Public Safety
 - a. Neighborhood Security Initiative, Jim Whyte
 - b. The City's Finest, Rob Betts
6. Neighborhood Improvement
 - a. City of St. Louis, Ron Coleman
 - i. Lighting
 - ii. Public Infrastructure Projects – Approval
7. Project Reports
 - a. Financial Reports
 - b. Anti-Panhandling – Approval
8. Other Business
9. Adjournment

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 can contact: Park Central Development, 4512 Manchester #100, St. Louis, 63110, (314) 535-5311.

DATE POSTED: 1/19/2021

Time: 5:00 PM

• Central West End Southeast Special Business District •

4512 Manchester #100 Saint Louis, MO 63110 (314) 535-5311

**Central West End SouthEast
Special Business District**

c/o Park Central Development Corporation
4512 Manchester Avenue, Suite 100
Saint Louis, Missouri 63110-2100
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cwesoutheastsbd.com

**Central West End Southeast SBD Meeting
December 21st, 2021 at 5:00pm
At 4512 Manchester Ave. Suite 100
St. Louis, MO 63110**

Board Members in Attendance: Rick Kissel, Doug Anderson, Jeff Miner, Yusef Scoggin

Board members not in Attendance: -

Others in attendance: Ashley Johnson (Park Central Development), Ron Coleman (City of St. Louis), Jim Whyte (NSI), Charles Betts (TCF), Kimberly Drake Smith (WUMC), Marc Dangerfield, Scott Gilbert, Jeremy Kohler, Gerry Connolly (Public)

1. **Call to order**
 - a. Y. Scoggin called the meeting to order at 5:04 PM.
2. **Public Comments:**
 - a. M. Dangerfield introduced himself to the board and expressed an interest in joining the board.
 - b. S. Gilbert introduced himself to the board and expressed an interest in joining the board.
 - c. Brief introduction of Jeremy Kohler and Gerry Connolly.
3. **Approval of previous Meeting Minutes**
 - a. R. Kissel motioned to approve meeting minutes; D. Anderson seconded. All in favor, motion approved.
4. **Public Safety**
 - a. **Neighborhood Security Initiative:** J. Whyte presented the security report. There has been a 1.8% decrease in total crime, when compared to this time last year. The patrols are under budget. A. Johnson gave an overview of the Anti-Panhandling Outreach Initiative. The purpose of the Initiative is to educate the public on how they could better assist the homeless rather than giving money directly to the individual. A. Johnson will share more information about the Initiative.
5. **Neighborhood Improvements**
 - a. Lighting: R. Coleman gave an update on the lighting project. Alderwoman Tina has agreed to give \$1,000 to the lighting project.
 - b. Circle K is having some security concerns. R. Coleman and other City Officials meet with the to help manage the issue.
 - c. R. Coleman is recommending the following public projects for board approval:
 - i. Repair 3 decorative lights that has been out on Lindell - project cost \$19,000
 - ii. Replace tree lawn to restore to grass – project cost \$8,900
 - iii. Purchase a new trash bin near Laclede and Sarah – project cost \$3,000 with installation. J. Miner motioned to approve the purchase of the trash bin; D. Anderson seconded. All in favor, motion approved.
6. **Project Report**

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- a. **Financial Reports:** Board reviewed the financial reports. J. Miner asked A. Johnson to add a line to the financials to reflect the cost of the lighting project. D. Anderson motioned to approve the financials; Y Scoggin second. All in favor, motion approved.
 - b. **Forest Park Median Landscaping:** A. Johnson presented the spring landscape design. J. Miner approved the design; D. Anderson second. All in favor, motion approved.
 - c. **Walk Audit:** A. Johnson gave an update on the walk audit results. Due to a lack of staff, the result will not be ready until February – at the earliest. A. Johnson will send a tutorial on how to submit audit information after the meeting.
7. **Meeting Adjourned:** J. Miner motion to adjourn; Y. Scoggin second. All in favor, meeting adjourned at 6:02 pm.

DRAFT



Scope of Services Agreement
for
CWE x NSI

CONSULTANT AGREEMENT

This Consultant Agreement (“Agreement”) is effective October 2021.

BETWEEN:

We Are Novella LLC
4247 Castleman Ave.
St. Louis, MO 63110

AND

CWE & NSI

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and intending to be legally bound, the parties hereto agree as follows:

1. CONSULTATION SERVICES

The Organization hereby employs the Consultant to perform the following services in accordance with the terms and conditions established with CWE & NSI.

2. TERMS OF AGREEMENT

This agreement will begin October 2021, and will continue and will continue at the direction of the Organization. However, either party may cancel this agreement with 30-days notice to the other party in writing.

3. TIME DEVOTED BY CONSULTANT

Campaign Messaging for CWE x NSI Awareness & Outreach Program

Overall messaging

The Novella team, which possesses deep familiarity with the NCID and its programming, can provide all messaging and talking points for the new awareness & outreach program.

After an initial meeting with NSI's Outreach Director, our team can provide informative, inclusive, people-first messaging. This would include but not necessarily be limited to:

Website copy - Provide the copy and suggested layout for the webpage(s) that will be linked to the QR codes around the CWE informing people of the new initiative, how their donation can make the most impact, and other suggestions on how they can get involved to help unhoused (or otherwise unsupported) people living in St. Louis. 5-10 hours

Talking points copy - Provide messaging for CWE and NSI leadership to use when talking about the awareness & outreach campaign. 5-10 hours

Newsletter copy - Provide copy for the newsletter that will be distributed to CWE/NSI lists, with details about the new campaign. 4-6 hours

Social media copy - Provide suggested copy to use on the CWE and NSI social platforms when promoting the awareness & outreach campaign. 4-6 hours

Signage copy - Provide suggested copy to use on signage for the campaign. 2 - 4 hours

Design - creating signage for the campaign with the campaign hashtag. 4 - 10 hours

4. PAYMENT TO CONSULTANT

All work will be billed at our rate of \$75/hr. This represents an investment of \$1,800 - \$3,450.

The Consultant will submit a statement setting forth services rendered at the beginning of the month, and the Organization will pay the amounts due as indicated by statements submitted within thirty (30) days of receipt.

5. INDEPENDENT CONTRACTOR

Both the Organization and the Consultant agree that the Consultant will act as an independent contractor in the performance of its duties under this contract. Accordingly, the Consultant shall be responsible for payment of all taxes including Federal, State and local taxes arising out of the Consultant’s activities in accordance with this contract, including by way of illustration but not limitation, Federal and State income tax, Social Security tax, Unemployment insurance taxes, and any other taxes or business license fee as required.

6. CONFIDENTIAL INFORMATION

The Consultant agrees that any information received by the Consultant during any furtherance of the Consultant’s obligations in accordance with this contract, which concerns the personal, financial or other affairs of the Organization will be treated by the Consultant in full confidence and will not be revealed to any other persons, firms, or organization.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first above written.

Kate Haher, NCID

Date

Janelle Messel, Novella

Date

Brooke Foster, Novella

Date

From: [Coleman, Ron](#)
To: [Riganti, Andrew](#)
Cc: [Pihl, Tina](#); [Ashley Johnson](#)
Subject: 2 Litter Barrels for CWE
Date: Friday, January 14, 2022 8:02:16 AM
Attachments: [Screen Shot 2022-01-13 at 4.57.15 PM.png](#)
[Screen Shot 2022-01-13 at 5.03.02 PM.png](#)

Andrew,

The CWE Southeast SBD has agreed to fund two litter barrels in their District. One for 4100 Laclede that is already on the City Refuse route (the prior one was damaged and removed) and a second barrel next to the new parklet at 3900 Laclede which the businesses have agreed to empty. I will be able to obtain a signed maintenance agreement for the later if you send me the agreement. Can you also provide a cost for two black, ribbed metal barrels?

Below are marked photos showing the desired locations.

Ron





Ronald R.Coleman
Neighborhood Improvement Specialist
City of St. Louis
1520 Market Street, Room 4000, Saint Louis, MO 63103
314.657.1361
ColemanRon@stlouis-mo.gov
Act as if what you do makes a difference. It does. ~William James

DATE. 5-Feb-19

CITYWIDE SIDEWALK FY'17 & 18

Estimate of Work for: **Ward 17 - Forest Park Parkway & Vandeventer Median Extension**

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>ESTIMATED QUANTITY</u>	<u>PLAN AMOUNT</u>
02020-1	Type 1 Barricade-Ea.	\$0.50	75	\$37.50
02220-1B	Removal of Concrete Pavement, Over 50 S.F.	\$2.00	600	\$1,200.00
02220-5A	Removal of Existing Curbs, 0-50 L.F.	\$9.00	40	\$360.00
02220-9	Concrete Sawcut, L.F.	\$6.75	80	\$540.00
02300-3	Earth Fill, 0-50 C.Y.	\$25.00	48	\$1,200.00
02800-10B	P.C.C. Vertical Curb, 51-200 L.F.	\$20.00	120	\$2,400.00
03000-1	Seed and Mulch, S.F.	\$0.45	600	\$270.00
JSP-01	Remove Jersey Barriers & Deliver to Street Dept, L.S.	\$800.00	1	\$800.00
JSP-02	Additional Cost to Demo Concrete Excessive Thickness, L.S.	\$825.00	1	\$825.00
99999	Authorized Contingency Work-L.S.	\$1,267.50	1	\$1,267.50
Estimated Cost				<u>\$8,900.00</u>

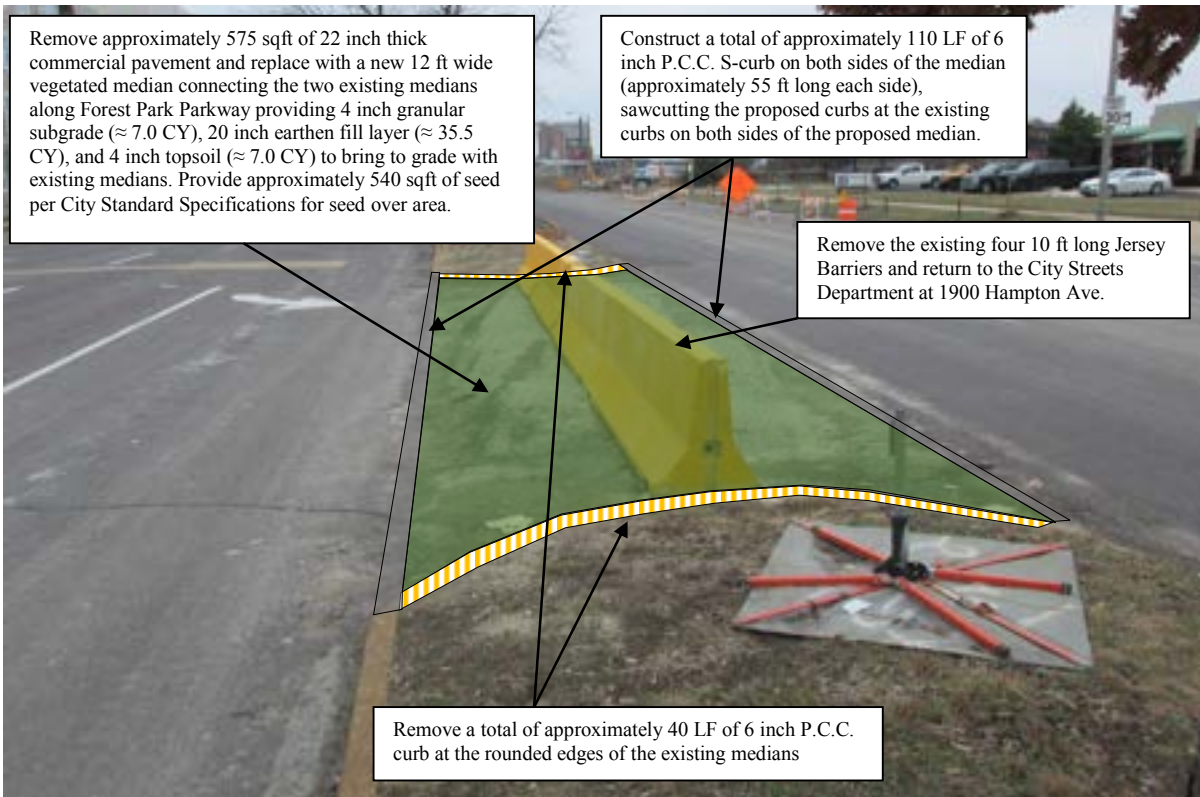
Site Plan

Forest Park Parkway Proposed Improvements - Conceptual





Area of interest along Forest Park Parkway just east of the Forest Park Parkway and Vandeventer Ave. intersection



Proposed Improvements adjoining the existing medians creating a continuous span along Forest Park Parkway

1) Lindell pedestrian lights.

There is a need for replacement lighting on Lindell. The alderman has expressed little if any desire to fund pedestrian lighting in areas where a SBD or CID is collecting tax revenue. The pricing for the 3 missing poles and fixtures on Lindell and 2 for inventory is:

pole = \$2408.70

fixture = \$1398.60

total of \$3,807.30 per pole

grand total for 5 poles and fixtures = \$19,036.50

2) Restore asphalt median to grass and trees.

In the center median at 3853 Forest Park is a traffic cut-thru that's been permanently closed with Jersey barriers. Cost estimate from BPS was \$8,900, however the estimate is a few years old and would need to be rebid.

The proposal from BPS is attached.

The Google Streetview is here: <https://goo.gl/maps/BEA96hnxvodqYd7R9>

CWE Southeast SBD
Balance Sheet
As of December 31, 2021

	<u>Dec 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1072-1 · Bill.com Clearing	5,015.63
40900 · Cash	
10150 · Simmons Bank checking #2...	19,599.88
10155 · Simmons MMkt #8362	412,949.71
10160 · GSB - CWESE 8810	450,332.23
	<hr/>
Total 40900 · Cash	882,881.82
	<hr/>
Total Checking/Savings	887,897.45
	<hr/>
Total Current Assets	887,897.45
	<hr/>
TOTAL ASSETS	887,897.45
	<hr/> <hr/>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	250,000.01
Retained Earnings	339,955.56
Net Income	297,941.88
	<hr/>
Total Equity	887,897.45
	<hr/>
TOTAL LIABILITIES & EQUITY	887,897.45
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CWE Southeast SBD Profit & Loss Budget Performance

December 2021

	<u>Dec 21</u>	<u>Jan - Dec 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income				
41000 · Tax Revenue	0.00	788,624.88	560,000.00	560,000.00
42800 · Interest Income	35.07	723.61		
Total Income	<u>35.07</u>	<u>789,348.49</u>	<u>560,000.00</u>	<u>560,000.00</u>
Gross Profit	35.07	789,348.49	560,000.00	560,000.00
Expense				
Miscellaneous Expense	0.00	200,000.00 *		
61000 · Administration				
61050 · Annual Award	0.00	0.00	50.00	50.00
61100 · Administration (PCDC)	0.00	19,740.00	19,740.00	19,740.00
61200 · Bank Charge	0.00	11.30	40.00	40.00
61300 · Insurance, Liability & D&O	1,271.00	1,271.00	1,300.00	1,300.00
61400 · Legal Fees	0.00	1,552.86	2,000.00	2,000.00
61600 · Postage and Shipping Expense	0.00	0.00	100.00	100.00
61755 · Contribution/Donations	0.00	7,000.00		
61800 · Web Site	0.00	212.56	100.00	100.00
Total 61000 · Administration	<u>1,271.00</u>	<u>29,787.72</u>	<u>23,330.00</u>	<u>23,330.00</u>
62000 · Public Services				
62010 · ATBM-Street Cleaning	1,650.00	2,475.00		
62015 · Beautification	3,030.00	3,030.00		
Total 62000 · Public Services	<u>4,680.00</u>	<u>5,505.00</u>		
68000 · Public Safety				
68100 · Parklet	0.00	19,550.00		
68200 · CWE Neighborhood Safety Ini.	0.00	58,400.00	43,710.00	43,710.00
68400 · National Night Out	0.00	0.00	1,000.00	1,000.00
68500 · Patrol	11,625.01	115,796.32	140,000.00	140,000.00
68600 · Security Camera	0.00	40,411.00	16,060.00	16,060.00
68700 · Security Signs	0.00	0.00	1,400.00	1,400.00
68800 · Program/Project TBD	0.00	0.00	85,000.00	85,000.00
68900 · Lighting				
68902 · Lighting Engineer	0.00	15,152.40		
68905 · Maintenance	0.00	0.00	15,000.00	15,000.00
68900 · Lighting - Other	0.00	6,804.17	234,000.00	234,000.00
Total 68900 · Lighting	<u>0.00</u>	<u>21,956.57</u>	<u>249,000.00</u>	<u>249,000.00</u>
Total 68000 · Public Safety	<u>11,625.01</u>	<u>256,113.89</u>	<u>536,170.00</u>	<u>536,170.00</u>
Total Expense	<u>17,576.01</u>	<u>491,406.61</u>	<u>559,500.00</u>	<u>559,500.00</u>
Net Income	<u><u>-17,540.94</u></u>	<u><u>297,941.88</u></u>	<u><u>500.00</u></u>	<u><u>500.00</u></u>

* This expense was to move money into the GSB Acct

CWE Southeast SBD
Transaction List by Vendor
December 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
AT Building Maintenance					
Bill Pmt -Check	12/03/2021	Bill.com	Inv 1323	Street Cleaning	-1,650.00
MOPERM Insurance					
Bill	12/01/2021	142405	Inv 142405	61300 · Insurance, Liability & D&O	-1,271.00
Pretty City Gardens					
Bill	12/06/2021	2202	Landscaping	62015 · Beautification	-3,030.00
The City's Finest LLC					
Bill Pmt -Check	12/17/2021	Inv-3474	Patrols	68500 · Patrol	-5,703.13
Bill Pmt -Check	12/29/2021	Inv-3504	Patrols	68500 · Patrol	-5,921.88

Bills Paid In December	-17,576.01
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