

**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**

**November 21, 2017 at 4:30 p.m.  
at 4512 Manchester Ave #100  
St. Louis, MO 63110**

**NOTICE & PROPOSED AGENDA**

**TAKE NOTICE** that on November 21, 2017 at 4:30 p.m. at 4512 Manchester Ave #100, St. Louis, MO 63110, the Central West End 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 Safety
  - a. The City's Finest, Charles Betts
  - b. Neighborhood Security Initiative, Jim Whyte
4. Neighborhood Stabilization
  - a. City of St. Louis, Ron Coleman
5. CWE Southeast CID Update, Susan Anderson
6. Approval of October Minutes
7. Project Reports:
  - a. Financial Reports
    - i. 2018 Draft Budget
    - ii. Bank Account
  - b. 4400 West Pine Lighting
8. Public Comments & Questions (5 minute limit per speaker)
9. Administrator's Report
10. Other Business
  - a. PCD Admin Contract

**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: 11-20-17**

**• Central West End Southeast Special Business District •**

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

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Central West End Southeast Board of Commissioners Meeting  
October 17<sup>th</sup>, 2017: 4:30pm  
**At 4512 Manchester, St. Louis, MO 63110**

**Board Members in Attendance:** Jeffery Miner, Tiffany Boyd, Yusef Scoggin, Marshall Michener

**Board members not in Attendance:** Dennis Overton

**Others in attendance:** Matt Green (PCDC), Sara Feagans (PCDC), Susan Anderson (PCDC), Abdul Abdullah (PCDC), Jim Whyte (CWE NSI), Charles Betts (TCF)

**1. Call to order**

Y. Scoggin called the meeting to order at 4:45 pm

**2. Chair's Report & Announcement of the Order of Business**

NA

**3. Public Comments and Questions**

NA

**4. Public Safety**

J. Whyte updated the board on the crime statistics through September 2017. He reported that crime was down 6% overall. There have been 10 less crimes in September 2017 than this time last year. J. Whyte stated that these are the lowest crime rates in the last five years.

C. Betts reported that the TCF budget tracker showed a surplus of funds.

J. Whyte presented the hot spot map and crime map for the month of September. He also mentioned three specific incidents that occurred recently including a carjacking, burglary, and destruction of property.

J. Whyte provided an update on the camera project. He discussed that the Southeast SBD is being asked to provide 20% of the budget which would be \$15,186. This would cover the costs of purchasing the cameras, installation, service, and maintenance. J. Whyte also provided suggestions of where new cameras could be placed.

J. Whyte discussed the need for more officers in the city and how that could affect TCF's ability to staff in the future. T. Boyd asked about the use of guides over officers. C. Betts stated that guides could be deployed easily in the district and provided background on the guide program.

**5. Neighborhood Stabilization- Ron Coleman: NA**

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**6. Park Central Development- Susan Anderson**

S. Anderson presented the power point presentation that will be presented at public meetings regarding the creation of a CID. S. Anderson presented a list of potential dates to hold public meetings and asked for feedback from the board on those dates. Board members will need to be present for said meetings as Susan cannot “sell” the CID, however, Susan will present the power point.

The board discussed including in the presentation what services the CID can offer other than safety and security and having the data to back up the work of TCF and NSI.

**7. Approval of August Minutes**

J. Miner motioned to approve the September meeting minutes. M. Michener seconded the motion and the vote was unanimously passed.

**8. Financial Reports**

M. Green presented the balance sheet and profit and loss report through September 2017. Currently, the accounts hold roughly \$284,000.

M. Green and S. Feagans presented information from two banks, Reliance Bank and Enterprise Bank & Trust, for the board to review regarding moving their bank accounts. Y. Scoggin reminded the board that money currently in the account is not able to transfer over to the CID and must be spent before then. Y. Scoggin made a motion to approve moving the bank accounts to Enterprise Bank & Trust. T. Boyd seconded the motion and the motion passed unanimously.

M. Green presented the draft budget for 2018. He suggested that board members review and discuss at the next meeting. The board must decide on a final budget for 2018 by December of this year.

**9. CWE Streetlight Inventory:**

M. Green stated that there is no update from the city regarding the lighting on 4400 West Pine. They are still reviewing the plans.

**10. Other**

M. Green presented a scope of work from Park Central Development for the board to review. Currently, the board does not have a contract with Park Central to provide administration of the board. The scope of work details administration duties done for the board by Park Central. The proposed fee for 2018 is \$15,868 which is an increase of 6% from this year. The board will review and discuss at the next meeting.

**Meeting was adjourned at 6:30 pm.**

**CWE Southeast SBD**  
**Balance Sheet**  
As of October 31, 2017

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|   | <u>Oct 31, 17</u>        |
|---|--------------------------|
| <b>ASSETS</b>                               |                          |
| <b>Current Assets</b>                       |                          |
| <b>Checking/Savings</b>                     |                          |
| Restricted for Streetlights                 | 107,408.00               |
| 40900 · Beginning Cash On Hand              |                          |
| 10200 · Busey CWE SE #0576 (Ckng)           | 200,860.29               |
| 11200 · Busey CWE SE #5936 (MMkt)           | 82,139.09                |
| 40900 · Beginning Cash On Hand - Other      | <u>-107,408.00</u>       |
| <b>Total 40900 · Beginning Cash On Hand</b> | <u>175,591.38</u>        |
| <b>Total Checking/Savings</b>               | <u>282,999.38</u>        |
| <b>Total Current Assets</b>                 | <u>282,999.38</u>        |
| <b>TOTAL ASSETS</b>                         | <b><u>282,999.38</u></b> |
| <b>LIABILITIES &amp; EQUITY</b>             |                          |
| <b>Liabilities</b>                          |                          |
| <b>Current Liabilities</b>                  |                          |
| <b>Accounts Payable</b>                     |                          |
| 20000 · Accounts Payable                    | <u>6,778.75</u>          |
| <b>Total Accounts Payable</b>               | <u>6,778.75</u>          |
| <b>Total Current Liabilities</b>            | <u>6,778.75</u>          |
| <b>Total Liabilities</b>                    | <u>6,778.75</u>          |
| <b>Equity</b>                               |                          |
| Retained Earnings                           | 195,947.36               |
| Net Income                                  | <u>80,273.27</u>         |
| <b>Total Equity</b>                         | <u>276,220.63</u>        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>       | <b><u>282,999.38</u></b> |

**CWE Southeast SBD**  
**Profit & Loss Budget Performance**  
 January through October 2017

|  | <u>Jan - Oct 17</u>     | <u>YTD Budget</u>       | <u>Annual Budget</u> |
|--|-------------------------|-------------------------|----------------------|
| <b>Income</b>                          |                         |                         |                      |
| 41000 · Tax Revenue                    | 253,876.83              | 287,224.00              | 287,224.00           |
| 41100 · Contingency (Unused from 2016) | 0.00                    | 20,833.34               | 25,000.00            |
| 41105 · Contingency-7% of 2017 Revenue | 0.00                    | -16,763.34              | -20,116.00           |
| 42800 · Interest Income                | 279.56                  | 125.00                  | 150.00               |
| <b>Total Income</b>                    | <u>254,156.39</u>       | <u>291,419.00</u>       | <u>292,258.00</u>    |
| <b>Gross Profit</b>                    | 254,156.39              | 291,419.00              | 292,258.00           |
| <b>Expense</b>                         |                         |                         |                      |
| <b>61000 · Administration</b>          |                         |                         |                      |
| 61050 · Annual Award                   | 0.00                    | 62.50                   | 75.00                |
| 61100 · Administration (PCDC)          | 7,000.00                | 11,250.00               | 15,000.00            |
| 61150 · Special Admin (CID)            | 10,525.00               | 20,833.34               | 25,000.00            |
| 61200 · Bank Charge                    | 24.00                   | 33.34                   | 40.00                |
| 61300 · Insurance, Liability & D&O     | -26.03                  | 0.00                    | 1,100.00             |
| 61500 · Meetings Expense               | 0.00                    | 41.66                   | 50.00                |
| 61600 · Postage and Shipping Expense   | 50.00                   | 83.34                   | 100.00               |
| 61800 · Web Site                       | 100.00                  | 83.34                   | 100.00               |
| <b>Total 61000 · Administration</b>    | <u>17,672.97</u>        | <u>32,387.52</u>        | <u>41,465.00</u>     |
| <b>68000 · Public Safety</b>           |                         |                         |                      |
| 68200 · CWE Neighborhood Safety Ini.   | 34,197.00               | 38,000.00               | 38,000.00            |
| 68400 · National Night Out             | 361.90                  | 1,500.00                | 1,500.00             |
| 68500 · Patrol                         | 108,391.25              | 133,333.34              | 160,000.00           |
| 68600 · Security Camera                | 0.00                    | 24,750.00               | 24,750.00            |
| 68700 · Security Signs                 | 0.00                    | 700.00                  | 1,400.00             |
| 68900 · Lighting                       | 13,260.00               | 20,833.34               | 25,000.00            |
| <b>Total 68000 · Public Safety</b>     | <u>156,210.15</u>       | <u>219,116.68</u>       | <u>250,650.00</u>    |
| <b>Total Expense</b>                   | <u>173,883.12</u>       | <u>251,504.20</u>       | <u>292,115.00</u>    |
| <b>Net Income</b>                      | <u><u>80,273.27</u></u> | <u><u>39,914.80</u></u> | <u><u>143.00</u></u> |

**REVENUE**

|   |            |                   |
|---|------------|-------------------|
| 2018 Revenue                              |            |                   |
| 2017 Special Taxes Billed                 | \$ 235,000 |                   |
| Less 1.25% Projected Unpaid Special Taxes | \$ (2,938) |                   |
| Interest                                  | \$ 150     |                   |
| Total 2018 Revenue                        |            | \$ 232,213        |
| Less Contingency: 2.5% of 2018 Revenue    | \$ (5,805) |                   |
| <b>TOTAL FUNDS AVAILABLE</b>              |            | <b>\$ 226,407</b> |

**EXPENSES**

|  |              |                     |
|--|--------------|---------------------|
| <b>Administration</b>                                  |              |                     |
|  | \$ (15,868)  |                     |
|  |              |                     |
| Admin. Services  |              |                     |
| Annual Award   | \$ (50)      |                     |
| Bank Charges   | \$ (40)      |                     |
| Insurance  | \$ (1,000)   |                     |
| Postage & Supplies                                     | \$ (100)     |                     |
| Website  | \$ (100)     |                     |
| Total: Administration                                  |              | \$ (17,158)         |
| <b>Programs</b>  |              |                     |
| Public Safety  |              |                     |
| CWE-NSI  | \$ (36,425)  |                     |
| National Night Out                                     | \$ (1,000)   |                     |
| Safety Patrols-As Scheduled                            | \$ (140,000) |                     |
| Cameras  | \$ (15,186)  |                     |
| Safety Message on Wayfinders                           | \$ (1,400)   |                     |
| Restricted Funds, Streetlights (site to be determined) | \$ (15,000)  |                     |
| Total: Public Safety                                   |              | \$ (209,011)        |
| <b>TOTAL: ADMINISTRATION AND PROGRAM EXPENSES</b>      |              | <b>\$ (226,169)</b> |

**PROPOSED SCOPE OF WORK**

**EXHIBIT A**

Agreement Between Park Central Development  
and CWE Southeast Special Business District

| DESCRIPTION  | #<br>HOURS | FEE      |
|--|------------|----------|
| <p><b>1. <i>Maintain a basic website to meet Sunshine Law requirements to include the following minimum:</i></b></p> <ul style="list-style-type: none"> <li>a. Contact information</li> <li>b. Calendar of board and committee meetings</li> <li>c. Roster of board and committee members</li> <li>d. Meeting announcements</li> <li>e. Annual budget</li> <li>f. Current minutes, agenda packets, financial reports</li> <li>g. Annual report</li> <li>h. Digitize and post three (3) years of previous minutes, annual budgets and financial reports</li> </ul>  | 18         | \$ 630   |
| <p><b>2. <i>Administration of Board of Directors Meetings</i></b></p> <ul style="list-style-type: none"> <li>a. Calendar of Meetings                             <ul style="list-style-type: none"> <li>1) Board of Directors: Convene twelve (12) meetings annually</li> <li>2) Public Annual Meeting: Convene one (1) meeting to include presentation of annual report</li> </ul> </li> <li>b. Meeting Notices                             <ul style="list-style-type: none"> <li>1) Reminders: Provide e-mail meeting reminders ten (10) days prior to meeting</li> <li>2) Public Meeting Notice(s): Post within the client district boundaries at least forty-eight (48) business hours prior to meeting</li> <li>3) Meeting Notices: Post on organization’s website and on public-facing window of meeting place</li> </ul> </li> <li>c. Meeting Materials (monthly)                             <ul style="list-style-type: none"> <li>1) Materials: Prepare and distribute via e-mail meeting materials, including agendas, minutes, financial reports, resolutions and other relevant documents for discussion, at least forty-eight (48) hours prior to meeting (monthly)</li> <li>2) Sunshine Law: Place meeting materials on organization’s website at least forty-eight (48) business hours prior to meeting</li> </ul> </li> <li>d. Attend Board meetings</li> <li>e. Minutes                             <ul style="list-style-type: none"> <li>1) Write Board meeting minutes</li> <li>2) E-mail draft minutes to Board members</li> <li>3) Include minutes in subsequent meeting materials for review and approval by Board</li> </ul> </li> <li>f. Order lunch</li> </ul> | 120        | \$ 4,200 |
| <p><b>3. <i>Fiscal Agent Responsibilities -- Accountants (\$37.50/hr)</i></b></p> <ul style="list-style-type: none"> <li>a. Review and approve input annual budget</li> <li>b. Review &amp; approve deposit at bank</li> <li>c. Oversee bookkeeping (ongoing)                             <ul style="list-style-type: none"> <li>1) Accounts Payables/Receivables: Administer in accordance with the fiscal procedures adopted by the Board of Directors</li> <li>2) Revenue: Deposit in appropriate bank account(s)</li> <li>3) Bank Account(s): Reconcile within five (5) business days of receipt of bank statements</li> <li>4) IRS 1099: Send to all contractors within thirty (30) days of the end of the calendar year</li> </ul> </li> <li>d. Preparation of Financial Reports (monthly)                             <ul style="list-style-type: none"> <li>1) Balance Sheets</li> <li>2) Income and Expense Statements</li> <li>3 Budget to Actual</li> </ul> </li> </ul>   | 40         | \$ 1,500 |
| <p><b>4. <i>Fiscal Agent Responsibilities -- PCD</i></b></p> <ul style="list-style-type: none"> <li>a. Bookkeeping: Review &amp; approve invoices; submit to Accountant                             <ul style="list-style-type: none"> <li>1) Review reports</li> <li>2) E-mail all reports to Board Treasurer within ten (10) business days of receipt of the bank statements</li> </ul> </li> <li>b. Budget (annual and revisions as needed)                             <ul style="list-style-type: none"> <li>1) Work with the Treasurer and Board of Directors to develop an annual budget</li> <li>2) Submit draft annual budget to the St. Louis (City) Board of Aldermen in March</li> <li>3) Present, discuss and secure approval of final annual budget with the Board of Directors</li> <li>4) Submit final annual budget to the St. Louis (City) Board of Aldermen in May</li> </ul> </li> </ul>   | 85         | \$ 2,975 |

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| DESCRIPTION  | #<br>HOURS | FEE      |
|--|------------|----------|
| c. City Departments<br>1) Assessor's Office<br>i. Maintain and submit updated authorized signature forms<br>ii. Receive and review open tax bills report (November)<br>iii. Report expected revenue to Board<br>iv. Receive updated open tax bills report<br>2) Comptroller's Office<br>i. Submit disbursement form in accordance with Assessor's report<br>ii. Receive and deposit disbursement<br>d. Fiscal Procedures (ongoing)<br>1) Collect W-9s from all contractors of the organization<br>2) Develop internal controls policy; review and revise annually<br>3) Maintain up-to-date signature cards with all bank accounts   |            |          |
| <b>5. Organizational Responsibilities</b><br>a. Insurance (ongoing)<br>1) Issue RFP and work with Board of Directors to select appropriate firm to provide insurance for the organization; re-issue RFP every three years<br>2) Secure level of coverage for Directors & Officers Insurance as determined by the Board of Directors<br>3) Secure level of General Liability Insurance coverage as determined by the Board of Directors<br>4) Collect Certificates of Insurance (including General Liability, Workers Compensation and auto) from all contractors of the organization.<br>5) Require all contractors to name district as additionally insured<br>b. Board (ongoing)<br>1) Work with the Board of Directors to nominate and appoint new directors / re-appoint current directors<br>2) Send Directors' applications to the Alderperson, City of St. Louis' Mayor's Office, and Board of Aldermen for review and appointment<br>3) Ensure that Directors are sworn-in by the Register of the City of St. Louis<br>4) Secure signed statement from each Director (annual)<br>5) Work with the Board of Directors to nominate and appoint per the district's bylaws | 36.5       | \$ 1,278 |
| <b>6. Compilation and distribution of reports</b><br>a. Administrator's Report (monthly)<br>1) Develop and present an informative and comprehensive report on program status for distribution at each Board of Directors meeting<br>2) Provide updates on all administrative and operational aspects of the organization<br>3) Provide updates on all ongoing, completed and new projects for the organization<br>4) Request input and votes on necessary matters<br>b. Year-End Report to the Public (annually)<br>1) Develop and present an informative, attractive and comprehensive report for the public<br>2) Present the annual report to the Board of Directors for review, no later than three months after the end of the fiscal year<br>3) Publicize a link for public access to an electronic version of the annual report<br>4) Share the annual report via social media no less than two (2) times<br>5) Retain three (3) years of past year-end reports on organization's website   | 70         | \$ 2,450 |
| <b>7. Collection, retention and distribution of corporate records</b><br>a. Minutes (ongoing)<br>1) Retain digital copies of all Board of Directors and Committee meetings<br>2) Share draft minutes of all Board of Directors meetings via e-mail with Board of Directors no later than ten (10) days following the meeting<br>3) Share draft minutes of all Committee meetings via e-mail to Committee no later than ten (10) days following the meeting   | 55         | \$ 1,925 |



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| DESCRIPTION  | #<br>HOURS | FEE       |
|--|------------|-----------|
| 4) Post all approved Board of Directors and Committee meeting minutes to the website no later than one (1) week following approval<br>5) Retain two (2) years of all past Board of Directors and Committee meeting minutes on organization’s website<br>b. Annual Reports (ongoing)<br>1) Prepare annual report for review and approval by the Board of Directors<br>2) Submit annual report to the Missouri Department of Economic Development and Missouri Auditor’s Office by the end of October<br>3) Retain two (2) years of past annual reports on organization’s website<br>c. Resolutions (ongoing)<br>1) Retain a permanent digital copy of all resolutions<br>2) Prepare draft resolutions for review and approval by the Board of Directors<br>3) Submit list of approved resolutions in the organization’s annual report<br>4) Retain two (2) years of past resolutions on organization’s website<br>d. Ordinance & By-Laws<br>1) Retain digital copy of the ordinance<br>2) Retain digital copy of the by-laws<br>3) Retain digital copy of ordinance and by-laws on organization’s website<br>e. Sunshine Law Requests<br>1) Inform the Board of Directors of all sunshine requests<br>2) Provide digital copies of all requested information, free of charge<br>3) Provide paper copies of all requested information, at a rate to cover the cost of paper and ink  |            |           |
| <b>8. <i>Negotiation, approval, administration of contracts on behalf of the client</i></b><br>a. Requests for Proposals (ongoing)<br>1) Request for Proposal (RFP): Develop RFP for projects that have anticipated costs exceeding two (2) percent of annual revenue<br>2) Post RFPs on website for no less than ten (10) business days<br>3) Share RFPs on social media outlets no less than two (2) times<br>4) Collect RFP responses, tracking RFP response date and time and maintain bid seal until submittal deadline has<br>5) Analyze and distribute RFP responses to Committee and Board of Directors consideration, review and selection of firm<br>6) Negotiate and execute single year or multi-year contract with selected firm<br>b. Legal Representation (ongoing)<br>1) Work with Board of Directors to identify appropriate firm to provide legal representation for organization<br>2) Seek and share written legal opinions on matters requested by the Board of Directors<br>3) Send all contracts involving the district to selected legal firm for review<br>4) Share reviewed contracts Board of Directors for approval<br>c. Contracts (ongoing)<br>1) Retain paper and digital copies of all contracts involving the organization<br>2) Oversee work per contract and report progress to Board<br>3) Conduct an annual review of ongoing and executed contracts in the months leading up to the end of the fiscal year | 26         | \$ 910    |
| Annual Hours   | 450.5      |           |
| Proposed 2018 Fee  |            | \$ 15,868 |
| Difference   |            | \$ 868    |
| % of Increase  |            | 6%        |



Dear Commissioners,

The 2018 budget was approved by the NSI Board on November 6<sup>th</sup>. The operating budget was approved at \$384,209.33. That is an increase of \$31,000 or 8% from last year. This includes \$20,000 for the Coolfire pilot program. In order to fund this amount, the NSI would need 20% of each participating SBD's projected revenue. This would require a significant increase over 2017. In an attempt to alleviate some of this cost, Les Wright, Jim Dwyer, Jim Whyte and I met this afternoon to discuss options. We recommend using a portion of NSI "reserve" funds to offset the cost to SBD's and maintain the 15.5% of projected revenue used last year. This would cost the NSI \$37,581 of an estimated \$127,000 surplus on hand.

It's important to note that the NSI does not budget for a surplus, but we have a rolling surplus from years past. The cost to SBD's was offset last year as there was an \$82,471.00 increase to the budget, which included the hiring of a fulltime camera project manager and purchase of an ATV. The SBD's did not incur an increase last year, pledging the same as 2016. Any increase or decrease this year is due to an increase or decrease to a projected revenue amount. I have provided a comparison and breakdown of all funding sources on the following page. We will proceed with the 15.5% unless there are any objections.

Sarah Wickenhauser  
Deputy Director  
CWE NSI

| Funding Stream                  | 2018 Projected | 2018 Pledge  | %        |
|---------------------------------|----------------|--------------|----------|
| CWE North                       | \$425,000.00   | \$65,875.00  | 15.50%   |
| CWE South                       | \$200,000.00   | \$31,000.00  | 15.50%   |
| CWE Southeast                   | \$235,000.00   | \$36,425.00  | 15.50%   |
| Westminster-Lake                | \$71,250.00    | \$11,043.75  | 15.50%   |
| Washington Place                | \$47,000.00    | \$7,285.00   | 15.50%   |
| Waterman                        | \$54,000.00    | \$5,000.00   | flat fee |
| Euclid South CID                |                | \$5,000.00   | flat fee |
| North CID                       |                | \$5,000.00   | flat fee |
| WUMC                            |                | \$150,000.00 | Contract |
| Grove                           |                | \$30,000.00  | Contract |
|                                 |                |              |          |
| <b>2018 Budget \$384,209.33</b> |                | \$346,628.75 |          |

| Funding Stream                  | 2018 Projected | 2018 Pledge  | %        |
|---------------------------------|----------------|--------------|----------|
| CWE North                       | \$425,000.00   | \$85,000.00  | 20.00%   |
| CWE South                       | \$200,000.00   | \$40,000.00  | 20.00%   |
| CWE Southeast                   | \$235,000.00   | \$47,000.00  | 20.00%   |
| Westminster-Lake                | \$71,250.00    | \$14,250.00  | 20.00%   |
| Washington Place                | \$47,000.00    | \$9,400.00   | 20.00%   |
| Waterman                        | \$54,000.00    | \$5,000.00   | flat fee |
| Euclid South CID                |                | \$5,000.00   | flat fee |
| North CID                       |                | \$5,000.00   | flat fee |
| WUMC                            |                | \$150,000.00 | contract |
| Grove                           |                | \$30,000.00  | contract |
|                                 |                |              |          |
| <b>2018 Budget \$384,209.33</b> |                | \$390,650.00 |          |