

January 2017 Executive Director's Summary Report

South Grand Broker Tour: will be held on Tuesday January 24, 2017 from 10:00AM-11:30AM at Canvas, Co-working space located at 3612 Hartford. David Bailey's Fifth Wheel Catering be providing the continental breakfast. AH Realty Advisors will be paying for the food. A statistical packet will be handed out as well as the property owners with vacancies will be attending.

5 Year Strategic Planning Committee: a doodle document went out to the following individuals Rachel Presley, Fran Fanara, David Bailey, Kit Jenkins, Jen Kubiszewski, Andrew Riganti and Alderwoman Green. A date has not been set as of yet.

Request for Proposals: Request for Proposal went out Monday January 10, 2017 for South Grand CID and SGCA audit. Mr. Fanara assisted with the reviewing the document. Ms. Witt will be making calls to set up meetings for request for proposals of ironwork companies for the maintenance of the fencing throughout the district.

Annual report: Ms. Witt's goal is to have the annual report completed by the broker tour on Tuesday January 24, 2017 for distribution. A draft will be handed out at our meeting today.

South Grand's Historic Walking Tour: the history of South Grand Blvd and the buildings has been uploaded to the South Grand website. A press release has gone out. Thus far, the RFT and St. Louis Post Dispatch has committed to a story.

Public Safety: Officer Appreciation and First Responders the tentative date is April 19th from 11AM-8PM at St. Pius Church.



SOUTH GRAND COMMUNITY IMPROVEMENT DISTRICT

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SGCID Executive Committee

January 12, 2017

11:00AM

Commerce Bank

AGENDA

1. Call to order-Christopher Shearman
2. Consent Agenda
 - A. Minutes-Matt Ghio
 - B. Treasure's Report: Fran Fanara
 - C. Executive Director's Report
 - D. SGCA Update
 - E. Public Safety
 - F. Maintenance
 - G. Capital Improvements
3. Administration
 - A. David Bailey's Ritz Park Proposal
4. Other Matters Appropriate to Come Before the Committee
5. Adjournment

MEETING REMINDERS

SGCID Board Thursday February 9, 2017 11 a.m. Commerce Bank

Executive Committee March 9, 2017 11 a.m. Commerce Bank

**MINUTES OF THE EXECUTIVE BOARD OF DIRECTORS OF THE
SOUTH GRAND COMMUNITY IMPROVEMENT DISTRICT
January 12, 2017**

ATTENDANCE

Board Members Present:	Christopher Shearman Matt Ghio-absent	Rachel Presley Fran Fanara
Staff:	Rachel Witt	
Ex-officio:	Andrew Riganti	Guest: David Bailey

1. **Call to Order** – Mr. Shearman called the meeting to order at 11:10 AM.
2. **Minutes:** Ms. Presley motioned to approve the December 1, 2016 amended minutes. Mr. Fanara seconded the motion. The board approved the amended minutes.
3. **Treasurer’s report:** Mr. Fanara reported \$174,041.66 in the checking and savings account. \$164,191.34 to be collected for the assessment funds. \$13,008.40 collected in the month of December for sales and use tax. Mr. Ghio motioned to approve the treasurer’s report. Ms. Presley second. The board approved the treasurer’s report.
4. **Administration**
 - a. **Consent Agenda:** Ms. Presley motion to approve the Consent Agenda. Mr. Fanara seconded the motion. The board approved the consent agenda.
 - b. **David Bailey Guest:** Mr. Bailey presented a request to have a burger and shakes stand placed in the Ritz Park. The stand will create added activity in the Ritz Park on off times. Mr. Bailey would like to design and install a container to be permeant in the park. The stand would be seasonal from March to October. He will need access to water and electricity. Mr. Shearman suggested Mr. Bailey’s project to be a pilot project and if gains interest from others a RFP will be created and sent out.
 - c. **South Grand Cultural Alliance update:** Ms. Witt reviewed the 2017 Calendar of Events.
 - d. **Fence Repairs Update:** Should be fixed by Monday of next week in front of Dunaway Books, Jimmy Johns and Jay International. Damage in front of Great Clips will be completed through the City of Saint Louis due to the fact there was a police report and insurance. Ms. Witt will be going out to bid to find a new company.

There being no further business, the meeting adjourned at 12:15 pm.

Respectfully submitted,

Rachel Witt
Executive Director
SGCID

Jan-17	Jan 2017 Budget	Variance	Jan-16		YTD	YTD Budget	Variance	Annual Budget	July-Dec 16
10,725.10	11,000.00	-274.90	10,682.12	Income					
15,586.87	17,500.00	-1,913.13	8,312.84	Sales Tax	75,324.01	72,000.00	3,324.01	125,000.00	74,141.44
0.00	0.00	0.00	0.00	Assessments	114,596.01	123,000.00	-8,403.99	211,000.00	110,597.13
8.50	15.67	-7.17	7.56	Transfer to SGCA	0.00	0.00	0.00		1,922.70
0.00	0.00	0.00	0.00	Interest Income	79.17	113.57	-34.40	184.00	67.85
0.00	0.00	0.00	0.00	MSD Project Clear Grant	0.00	0.00	0.00	0.00	42,300.00
0.00	0.00	0.00	0.00	Sponsorship	0.00	0.00	0.00	0.00	6,250.00
0.00	0.00	0.00	0.00	Window Damage Fund	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	Event: Grinchmas	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	Event: IDA	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	CID Expansion Contribution	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	Fall Fest Vendors	0.00	0.00	0.00	0.00	150.00
0.00	0.00	0.00	0.00	Ritz Park Rental	200.00	0.00	200.00	0.00	200.00
0.00	0.00	0.00	0.00	MHC Grant	0.00	0.00	0.00	0.00	1,980.00
0.00	0.00	0.00	0.00	Rain Garden Grants	0.00	5,000.00	-5,000.00	5,000.00	6,295.07
0.00	0.00	0.00	0.00	Ritzitata Kickstarter/Transfer	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	Insurance-reimbursement	0.00	0.00	0.00	0.00	0.00
3,407.50	0.00	3,407.50	0.00	Kerr Foundation	3,407.50	0.00	3,407.50	0.00	0.00
0.00	0.00	0.00	2,700.00	Misc. Income	1,862.67	0.00	1,862.67	0.00	3,200.00
0.00	0.00	0.00	0.00	Square Fall Fest Vendors	0.00	0.00	0.00	0.00	0.00
29,727.97	28,515.67	1,212.30	21,702.52	Total Income	195,469.36	200,113.57	-4,644.21	341,184.00	247,104.19
			0.00	Expense					
			0.00	Debt Service					0.00
				Capital Outlay					0.00
				Administration					
0.00	0.00	0.00	0.00	Expansion of CID	0.00	0.00	0.00	0.00	154.47
3.00	0.00	3.00	0.00	Other	280.69	565.00	-284.31	750.00	1,036.88
0.00	0.00	0.00	0.00	Legal	0.00	1,500.00	-1,500.00	1,500.00	528.50
0.00	2,000.00	-2,000.00	-2,800.00	Accounting Services	6,300.00	9,000.00	-2,700.00	9,000.00	9,200.00
0.00	270.00	-270.00	50.00	IT	3,576.74	2,750.00	826.74	3,000.00	1,007.49
6,170.89	6,250.00	-79.11	5,958.37	Personnel & Related	43,909.00	44,650.00	-741.00	76,000.00	45,287.21
617.08	602.25	14.83	566.67	Insurance	4,340.76	4,215.75	125.01	7,227.00	4,213.87
0.00	0.00	0.00	0.00	Membership	0.00	80.00	-80.00	800.00	33.75
3.75	100.00	-96.25	58.10	Meetings	424.21	500.00	-75.79	1,000.00	544.25
70.00	99.00	-29.00	105.00	Misc/Bank Charges	140.00	219.00	-79.00	269.00	175.00
500.00	500.00	0.00	500.00	Rent	3,500.00	3,500.00	0.00	6,000.00	3,950.00
0.00	200.00	-200.00	0.00	Supplies	676.15	1,300.00	-623.85	2,000.00	410.61
0.00	65.00	-65.00	65.00	Utilities - Office Phone	455.00	455.00	0.00	780.00	799.31
107.79	93.00	14.79	92.75	Utilities - Cell Phone	694.70	651.00	43.70	1,116.00	580.47
0.00	0.00	0.00	0.00	Internet	0.00	0.00	0.00	0.00	287.67
7,472.51	10,179.25	-2,706.74	4,595.89	Total Administration	64,297.25	69,385.75	-5,088.50	109,442.00	68,209.48
				Capital Improvements					
0.00	583.00	-583.00	0.00	Capital Replacement Fund	0.00	4,081.00	-4,081.00	7,000.00	0.00
60.15	29.00	31.15	60.81	Pocket Park Utilities	356.94	254.00	102.94	400.00	370.06
2,283.14	0.00	2,283.14	0.00	Pocket Park Maintenance	3,596.14	1,362.00	2,234.14	3,000.00	1,403.62
0.00	0.00	0.00	0.00	Pocket Park	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	Pocket Park principal	6,961.67	6,375.00	586.67	6,375.00	6,661.89
0.00	0.00	0.00	0.00	Pocket Park Interest	8,413.34	9,000.00	-586.66	9,000.00	8,713.12
0.00	0.00	0.00	0.00	Signage	0.00	500.00	-500.00	1,000.00	145.00
2,517.07	2,543.63	-26.56	2,391.79	Parking Lot principal	17,578.16	17,805.47	-227.31	30,523.62	16,525.32
43.22	51.00	-7.78	44.57	Parking Lot Utilities	268.09	339.00	-70.91	600.00	269.82
0.00	0.00	0.00	164.00	Parking Lot Maintenance	0.00	500.00	-500.00	1,000.00	1,414.00
1,560.19	1,533.62	26.57	1,735.92	Parking Interest	10,962.66	10,735.40	227.26	18,403.50	12,368.65
0.00	500.00	-500.00	733.67	Street Decorations	3,000.00	1,500.00	1,500.00	2,000.00	3,461.62
0.00	0.00	0.00	0.00	Façade Improvement Grant	1,733.81	3,000.00	-1,266.19	5,000.00	0.00
6,463.77	5,240.25	1,806.52	5,130.76	Total Capital Improvements	52,870.81	55,451.87	-2,581.06	84,302.12	51,333.10
				Economic Development					
0.00	0.00	0.00	0.00	Wayfinding Signs	1,578.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	Historic Plaque Program	8,280.00	8,280.00	0.00	8,280.00	3,600.00
0.00	2,500.00	-2,500.00	0.00	Video	0.00	5,000.00	0.00	5,000.00	0.00

Jan-17	Jan 2017 Budget	Variance	Jan-16		YTD	YTD Budget	Variance	Annual Budget	July-Dec 16
40.00	40.00	0.00	40.00	Advertisement & Reimbursements	4,530.00	6,030.00	-1,500.00	10,480.00	7,870.27
1,000.00	0.00	1,000.00	1,000.00	Events & Insurance	1,949.03	5,500.00	-3,550.97	5,500.00	5,375.62
0.00	0.00	0.00	0.00	Web Site	1,500.00	1,500.00	0.00	3,000.00	1,500.00
1,040.00	2,540.00	-1,500.00	1,040.00	Total Economic Development	17,837.03	26,310.00	-5,050.97	32,260.00	18,345.89
				Maintenance					
0.00	0.00	0.00	0.00	Cigarette Urns	0.00	0.00	0.00	0.00	1,014.05
0.00	0.00	0.00	0.00	Concrete Cleaning	3,520.00	2,800.00	720.00	7,000.00	0.00
700.00	375.00	325.00	0.00	Porter Service	4,305.00	2,625.00	1,680.00	4,500.00	0.00
2,670.00	0.00	2,670.00	0.00	Ironwork Repair	3,930.00	1,500.00	2,430.00	1,500.00	4,792.40
1,050.00	500.00	550.00	0.00	Snow Removal	1,500.00	1,000.00	500.00	2,000.00	0.00
1,095.00	3,000.00	-1,905.00	360.00	Landscaping	12,842.50	11,000.00	1,842.50	30,000.00	12,449.35
0.00	0.00	0.00	0.00	Infrastructure repair	3,965.10	3,000.00	965.10	5,000.00	4,092.54
0.00	0.00	0.00	0.00	Irrigation repair	1,085.07	1,300.00	-214.93	2,000.00	501.20
2,535.00	2,500.00	35.00	2,253.33	Daily Clean	17,550.00	17,500.00	50.00	30,000.00	15,773.31
0.00	0.00	0.00	0.00	Maintenance Other	0.00	0.00	0.00	0.00	0.00
8,050.00	6,375.00	1,675.00	2,613.33	Total Maintenance	48,697.67	40,725.00	7,972.67	82,000.00	38,622.85
				Public Safety					
0.00	0.00	0.00	0.00	Camera	201.25	10,000.00	-9,798.75	10,000.00	6,127.50
0.00	0.00	0.00	0.00	Sponsorship	0.00	0.00	0.00	0.00	0.00
1,800.00	1,800.00	0.00	937.23	Patrol	10,106.93	13,900.00	-3,793.07	23,000.00	12,640.24
1,800.00	1,800.00	0.00	937.23	Total Public Safety	10,308.18	23,900.00	-13,591.82	33,000.00	18,767.74
24,826.28	26,134.50	-725.22	14,317.21	Total Expense	194,010.94	215,772.62	-18,339.68	341,004.12	195,279.06
4,901.69	2,381.17		7,385.31	Net Ordinary Income	1,458.42	-15,659.05		179.88	51,825.13
				Other Income					
				Other Expenses					
3,407.50			2,700.00	Non-CID Expense	5,206.27				19,220.85
3,407.50			2,700.00	Total Other Expense	5,206.27				19,220.85
-3,407.50			-2,700.00	Net Other Income	-5,206.27				-19,220.85
1,494.19	2,381.17		4,685.31	Total Net Income	-3,747.85	-15,659.05			32,604.28