

**MINUTES OF THE BOARD OF DIRECTORS OF THE
SOUTH GRAND COMMUNITY IMPROVEMENT DISTRICT
December 10, 2020**

ATTENDANCE

BOARD MEMBERS PRESENT: Rachel Presley, Phil Benoist, Noy Liam, Matt Ghio, Natasha Bahrami, David McCreery, Tim Boyle, and Christopher Shearman **STAFF:** Rachel Witt **ABSENT:** David Bailey and Lorenzo Andrade **GUEST:** Rick Gratza and Courtney Cannon

1. Call to Order: Ms. Presley called the meeting to order at 1:05pm

2. Minutes & Executive Director's Report: Mr. Benoist moved to approve the minutes for October 8, 2020 and the Executive Director's report. Mr. Liam seconded the motion. The board approved the minutes & Executive Director's report.

3. Treasurer's Report: Ms. Witt reported as of November 30, 2020 \$12,283.05 in accounts. One outstanding assessment owed in the amount of \$13,595.26. The amended budget is in line thus far this fiscal year. Mr. Liam moved to approve the treasurer's report. Mr. Benoist seconded the motion. The board approved the treasurer's report.

4. Administration

A. KEB: Mr. Gratza and Ms. Cannon reviewed the districts audit. A few edits to the district's internal controls were suggested, for instance, to either increase the two signers of checks from \$2500 to \$5000 or state in the internal controls per board vote reflected in minutes and/or email vote to purchase an item that is more than \$2500 and to increase the district's capitalization from \$500 to \$5,000. The board agreed to have Ms. Witt make the changes to review via email. The board prefers the board vote instead of increasing the amount to \$5,000 to cover future expenses without a cap as well as increase the capitalization amount.

B. Request for Proposals: Ms. Witt will be going out to bid in January for graphic design, street sweeping, landscaping, and public safety.

C. Daddy Rays: Daddy Rays has been using the South Grand CID parking lot with 12-15 cars are parked in the lot per shift with pick up and drop off at 1PM and 9PM. A school bus enters the lot to pick up their employees. Ms. Witt stressed the concern of liability issues with such a large school bus entering the lot 7 days a week. The board agreed. The board would like to see the use of the lot phased out by Spring 2021 as well as have Daddy Rays list the SGCID additional insured on their certificate of liability as well as have the school bus not enter the lot for pick up and drop off. Ms. Witt will reach out to the International Institute on our flexibility as well as why Daddy Rays is not using the International Institute's parking lot.

D. Annual Report: Ms. Witt will start working on the district's annual report now that the audit has been finalized. Due to COVID to save on cost, the district will only produce an electronic version of the annual report.

5. Public Safety

A. Homeless issues: South Grand has about 5-6 regular homeless individuals that have been living around the district. Human Services is unable to address their needs at this time due to COVID. A tiny home campaign is underway. Ms. Witt is hoping these individuals will be placed in the temporary facility.

B. Streets Department update: Grand/Arsenal has been restriped. We are still waiting on the traffic signals synchronization to be changed as well as repairs to one light pole, one lamp shade, two concrete curbs and two cross walks to be straighten. Ms. Witt requested a scrolling marquee sign to be placed on South Grand to state "slow down," Alderwoman Rice volunteered to assist with the temporary signage.

6. Maintenance:

A. Metro Sweeping: trash on South Grand has increased and the maintenance schedule has been altered from three days a week to two days a week. Ms. Witt is recommending reverting back to our normal trash pickup. The sales tax funds have been higher than expected Ms. Witt projects that we will have enough funds to cover the additional cost. Mr. Benoist moves to approve the increase in sweeping services from two days a week to three days a week. Mr. Liam seconded the motion. The board approved the allocation of funds.

B. Ritz Park Repairs: trellis and back gate is need of repair. Ms. Witt contacted a handyman in the neighborhood to provide a quote. To fix the trellis the cost will be \$627 and the door \$126, thus totaling \$753. The district's budget reflects a maintenance repairs and the proposal is under \$2500, thus request for proposals is not needed. The board approved the allocation of funds to repair the trellis and back gate.

7. Adjournment There being no further business, the meeting adjourned at 2:05PM

Respectfully submitted,

Matt Ghio
Secretary, South Grand CID