

LOCUST CENTRAL BUSINESS DISTRICT

Minutes of the Meeting of May 9, 2018

Board of Commissioners Present: Michael Beckermann
Bryan Hahlbeck
John Hayden
Jared Opsal
James Pendegraft
Jennifer Pruehsner

Others Present: Gery Kotthoff
Glenda S. Osby
Richard McGirr
Gina McGirr
Brad Hawkins
Andre Stith
Melanie Stith
Rick Gratza
Paul Henkhaus
Alisha Robinson
William Zorn

The regular meeting of the Locust Central Business District ("LBD") was duly noticed and held on Wednesday, May 9, 2018 at 5:30 p.m. at the Locust Business District Office located at 3150 Locust Street, Suite 200, St. Louis, Missouri 63103.

A quorum of the Board of Commissioners being present, the meeting was called to order by Mr. Opsal at 5:30 p.m.

Approval of Minutes

Mr. Opsal called for consideration of the minutes of the April 11, 2018 regular meeting and the April 23, 2018 special meeting of the Board of Commissioners which were previously sent to the Commissioners and copies of which were provided to each Commissioner at the meeting. Mr. Opsal called for a motion regarding the April 11, 2018 regular meeting minutes.

Motion 05-18-01. Upon motion of Mr. Pendegraft, seconded by Mr. Hayden, the Board approved the minutes of the April 11, 2018 regular meeting with Commissioners Hahlbeck, Hayden, Opsal, Pendegraft and Pruehsner voting in favor, and with Mr. Beckermann abstaining from the vote as he was not present at the April 11, 2018 meeting.

Mr. Opsal called for a motion regarding the April 23, 2018 special meeting minutes.

Motion 05-18-02. Upon motion of Mr. Pendegraft, seconded by Mr. Beckermann, the Board approved the minutes of the April 23, 2018 special

meeting with Commissioners Beckermann, Hahlbeck, Opsal, Pendegraft and Pruehsner voting in favor, and with Mr. Hayden abstaining from the vote as he was not present at the April 23, 2018 meeting.

Treasurer's Report

Mr. Pendegraft provided the financials, including the balance sheet, profit and loss statements, and a summary of the transactions in the LBD operating account to the Commissioners. He indicated that the balance at the beginning of April was approximately \$372,000 and that the balance at the end of April was approximately \$358,000. He indicated that on-line banking is up and running and requires two approvers electronically, and that the LBD's vendors will be added next quarter. Mr. Opsal asked if expenditures are on track with the budget. Mr. Pendegraft indicated that there was no bill from Gold Shield during the month and that the office budget is nearly spent. Mr. Hayden requested that Gold Shield submit their bills in a timely manner. Mr. Henkhaus indicated he will do so.

Discussion ensued regarding the LBD office and alternative meeting locations including Salvation Army, Schlafly's, and the Central Library.

Auditor's Report

Mr. Rick Gratza of KEB provided an overview of the KBE Audit of the LBD for the year ended December 31, 2017 and provided a written report for same. He noted that the LBD utilizes cash basis accounting and that the report is an Unmodified Opinion or "clean opinion" which is the best type of opinion. There were no material weaknesses in internal controls, but he suggested a contract modification for the Administrative Assistant position if that position is expected to work more than 80 hours in a month. He also noted there were some uncleared transactions on the bank reconciliation but that these were immaterial. Mr. Gratza indicated he will provide detail on these immaterial reconciliation matters. Mr. Hahlbeck indicated he will add the audit report to the LBD website.

Gold Shield Security Update

Mr. Opsal asked for a motion to take up the Gold Shield Security update next out of order from the written agenda.

Motion 05-18-03. Upon motion of Mr. Pendegraft, seconded by Ms. Pruehsner, the Board approved hearing the Gold Shield Security Update as the next agenda item with Commissioners Beckermann, Hahlbeck, Hayden, Opsal, Pendegraft and Pruehsner voting in favor.

Mr. Henkhaus provided the Gold Shield Security update and provided a written LBD crime report from April 11, 2018 to May 9, 2018. He indicated that Captain Kriesmann cannot be present tonight because she is being interviewed about a string of car break-ins by three apprehended perpetrators that involved hundreds of stolen laptops, purses, backpacks and other items that were all recovered in one or two houses of the perpetrators. All items are listed on the SLMPD website in an effort to reunite the rightful

owners with their property. He noted that after these three perpetrators were apprehended, car break-ins in the District plummeted.

Mr. Henkhaus indicated there were multiple shots fired in the 2000-2300 Locust Street area on May 6th in an incident involving two cars shooting at each other. Mr. Hahlbeck indicated his car was shot through the windshield at 2323 Locust at Jefferson before 10pm that night, and that his car was also broken into two months ago.

Mr. Hahlbeck indicated that the Gold Shield patrol vehicle did not have its flashing amber and white dash lights on when he saw the car. Mr. Hayden indicated he has never seen those lights on in the vehicle. Discussion ensued regarding the use of the flashing lights.

Motion 05-18-04. Upon motion of Mr. Pendegraft, seconded by Mr. Hahlbeck, the Board approved requiring Gold Shield to use the flashing lights on its patrol vehicle at all times Gold Shield is on duty in the LBD with Commissioners Beckermann, Hahlbeck, Hayden, Opsal, and Pendegraft voting in favor, and with Ms. Pruehsner opposed.

Mr. Brad Hawkins of 2020 Washington made a request for the Gold Shield GPS data. Mr. Opsal indicated that information will be shared with Mr. Hawkins.

Mr. Andre Stith indicated he thinks if the Gold Shield flashing lights are always on it will tip off the bad guys that Gold Shield is approaching.

Committee Reports

Mr. Opsal called for the Committee Reports.

Communications

Mr. Hahlbeck indicated he is coordinating a new date for the proposed LBD security event. He noted RSS is available for the LBD website, but that it will take additional set up. He stated that the LBD can subscribe to iCal calendar which provides RSS with that subscription at \$4.00 per month. He indicated that Metro Signs provided an estimate for LBD signs and banners to announce LBD meetings at just under \$500. He noted that Fast Sign did not provide a bid. Mr. Hayden suggested that the signage allow the time and place for meetings to be flexible given that LBD meeting times and locations are varied. Mr. Hahlbeck indicated that traffic to the LBD website is way up by 67% in the last 2-3 weeks, with 112 unique visitors and 452 page visits. The LBD newsletter has a 20-25% open rate. Mr. Pendegraft indicated that the Board previously approved up to \$500 for the website.

Marketing

Mr. Opsal indicated that the Marketing Committee will meet on May 21st at 5:30pm at a location to be determined. He noted that the Board previously narrowed the field of potential marketing vendors to two, which have each been asked to provide additional information.

Security

Mr. Beckermann indicated that the Security Committee will be on May 15th at 5pm. He indicated pricing for the mobile camera trailer is still not available.

Mr. Pendegraft indicate he would like to reconsider Gold Shield's security contract with the LBD in light of their close relationship with the SLMPD. He wondered if SLMPD resources may be funneled to other neighborhoods when Gold Shield is on duty in the LBD. Mr. Opsal indicated he noticed a similar phenomenon Downtown.

Motion 05-18-05. Upon motion of Mr. Pendegraft, seconded by Mr. Hahlbeck, the Board approved discussing reconsideration of the Gold Shield contract at a future meeting with Commissioners Beckermann, Hahlbeck, Hayden, Opsal, Pendegraft and Pruehsner voting in favor.

Administrative Service RFP

Mr. Opsal indicated that Park Central Development presented at the last meeting regarding Administrative Services, and he asked Alisha Robinson to make a presentation regarding her proposal to continue to provide Administrative Services. Ms. Robinson indicated she has been with the LBD since July 2014 assisting with day-to-day matters, financials, parking lots, projects, vendors and as the primary contact person on behalf of the LBD. She indicated she has management experience and is willing and able to handle any new projects. She indicated she was largely self-taught when she started with the LBD, that anything can be improved upon, and that she is ready for new duties such as running the LBD website. Mr. Hahlbeck indicated he had begun to train Ms. Robinson to build and maintain the website, but then he had time to do it himself. He indicated he now needs additional help from Ms. Robinson in maintaining the website as his time demands at work are increasing. Ms. Robinson indicated she is available to provide such assistance. Mr. Pendegraft asked Ms. Robinson if the LBD closed its existing office how that would affect her. Ms. Robinson indicated she is able to work at home or off site. Mr. Pendegraft asked if the 97 hours Ms. Robinson worked last month were all in the LBD. Ms. Robinson indicated they were. She indicated she has a home-based cosmetics business as well.

New Business

Mr. Opsal indicated there were changes to the handyman contract that need to be considered by the board. Mr. Pendegraft indicated that invoices from New Life Landscaping were approximately \$2,100 per month for the last two months. Discussion ensued.

Motion 05-18-06. Upon motion of Ms. Pruehsner, seconded by Mr. Hayden, the Board approved having Mr. Washington of New Life Landscaping attend the next meeting of the LBD Board with Commissioners Beckermann, Hahlbeck, Hayden, Opsal, Pendegraft, and Pruehsner voting in favor.

There being no additional business to discuss, Mr. Opsal called for a motion to adjourn. Ms. Pruehsner moved to adjourn, Mr. Pendegraft seconded and the Commissioners unanimously approved adjournment of the meeting at 6:58 pm.



Secretary, Board of Commissioners