

**MINUTES**  
**Meeting of the Board of Directors**  
**The Martin City Community Improvement District**

**Attendees:** Debbie Van Noy, Jess & Jim's; Carol Siegel, Suburban Lawn & Garden; Curtis Stroud, Rosehill Gardens; Warren Keith, TapanAm Associates; Mark Nigro, Martin City Sports Complex, Steve Okenfuss, Reno Powersports.

**Staff:** Missy Wilson

**Guest:** : Officer Mike Hammer, KCMO South Patrol; Brad Schaffner, George's Imports; Steve Rinne, EDC of KCMO; Anne Cull, ThinkViral, Inc., Farrah Walker, LaserEquipment Inc.; James Hailey, BRR Architecture, Inc ; Katilin Brennen, ThinkViral, Inc.; Leigh Keiffer, Rooms That Blooms

**Date:** July 9, 2015

**Place:** Jess & Jim's Restaurant - 517 East 135<sup>th</sup> Street, Kansas City, Missouri

**I. CALL TO ORDER – 8:31 a.m.**

**Introductions of guests and CID Board**

**Hardees Martin City breakfast served**

**II. Presentation about Proposed Project at 13333 Holmes**

Mr. Jim Hailey, President/CEO of BRR Architecture, provided the CID Board and attendees information regarding the proposed development of 13333 Holmes. Mr. Hailey explained his client would demolish the former Commerce bank building and construct a new two story office building. In June, Mr. Hailey met with member of the City of Kansas City, Missouri Planning Department to discuss the preliminary concepts of the project and get their feedback.

The proposed building would be a total of 20,000 square feet, 10,000 square feet per floor. The first floor would be a reception area, event space/showroom, and server closet. The second floor would be open office space. Subject to completing designs and obtaining the necessary City permits, the property owner would like to commence construction in Fall 2015.

**III. Approval of Minutes** from Board Meetings

*(Motion to approve is not necessary. The minutes are either approved as read or as corrected, but without a vote.)*

The June 11, 2015 meeting minutes were emailed to the Board prior to this meeting.

**IV. MC-CID Marketing, Social Media, & Website Development Presentation**

(Anne Cull)

1. See attached monthly activity report.
2. Updates to CID Website-Anne advised the Board ThinkViral staff will be out taking pictures in the District to update the CID website. If any businesses want a specific picture used on the website, please send it to ThinkViral.

**V. Announcements:**

- **South Kansas Chamber Upcoming Events: See Attached**
- **EDC Announcements**
- **MCBCA Announcements**

## **VI. 135<sup>th</sup> Street Phase 1, 2, & 3 Construction Update** (Missy Wilson)

### **Phase 1 Construction Update:**

Missy Wilson reported the City's contractor will be out in July finishing up odds and ends on the City's construction punch list. All work is subject to weather permitting. This work includes the restriping of the street and on-street parking stalls between Cherry Street and Oak Street.

The CID will have contractors working between Cherry Street and Oak Street installing 15 foot high hanging basket poles along the public right-of-way (between curb and sidewalk). Ten poles will be placed throughout this section of 135<sup>th</sup> Street. The poles will display hanging baskets grown by Rosehill Gardens. The poles will not have lights on top.

### **Phase 2 Construction Update:**

The last day for contractors to submit construction bids for the public improvement in Phase 2 of the 135<sup>th</sup> Street Public Improvement Project (Oak Street to Wornall Road) was June 30, 2015. City staff is working toward the current City Council selecting a contractor by July 23<sup>rd</sup>. The construction schedule anticipates work beginning in Fall of 2015.

### **Phase 3 Construction Update**

Missy stated she would be submitting an application to the City's Public Improvements Advisory Committee requesting an estimated \$3.8 million to finish Phase 3 of the 135<sup>th</sup> Street Public Improvements Project (Wornall Road to M-150). Phase 3 includes the installation of new storm water drainage system, construction of curbs and sidewalks, installation of new street lights to match Phase 1 and 2, replacement of the old 12" water main, and new street surface. If funds are approved for the construction of Phase 3, work would begin early 2017.

## **VII. Resolution 2015 –09 Approving Levy of Special Assessments**

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Martin City Community Improvement District, as follows:

**Section 1. Property Benefited.** It is found that each tract, lot, and parcel of real property which is located within the District and listed on the attached chart (each "Lot") will be benefited by the financing of the Eligible Services (as defined in the Petition forming the District) and the operation of the District.

**Section 2. CID Special Assessment.** **The CID Special Assessment is hereby levied against each Lot in the amount of one hundred fifty dollars (\$150).**

**Section 3. Collection of Assessments.** The officers of the District are authorized and directed to take all such actions as are necessary or desirable to cause the Collector of Jackson County, Missouri to bill and to collect the CID Special Assessment as provided in this resolution and in the Special Assessment Petition.

The CID Board approved a motion to approve the CID Special Assessment levied against each Lot in the amount of one hundred fifty dollars (\$150.00).

**Motion:** Warren Keith      **Second:** Curtis Stroud      **Vote:** 7-0 (all attending members)

## **VIII. Financial Report:**

### **Bank Accounts:**

#### **Checking Account Information through July 7, 2015 – Commerce Bank**

Funds transfer from Checking Account to Savings Account on 07/02/15: **\$100,000.00**

Available balance as of 07/8/15: **\$220,556.66**

Sales Tax Assessment Deposit for June 2015 deposited 07/07/15: **\$40,130.69**

DOR Local Option Disbursement 07/07/15: **\$110.26**

Jackson County Real Property Tax Deposit 07/07/15: **\$565.77**

#### **Savings:**

Money Market Information through July 1, 2015 – Commerce Bank: **\$402,040.03** (prior to transfer)

#### **Commerce Bank Account Interest:**

(January = \$66.02 February = \$61.63; March = \$70.45 ) First Quarter Interest = \$ 198.10

(April = \$66.06; May = \$63.86; June = \$70.48 ) Second Quarter Interest = \$200.40

(July = \$ ; August = \$ ; September = \$ ) Third Quarter Interest = \$

(October = \$ ; November = \$ ; December = \$ ) Fourth Quarter Interest = \$

<b>Total Expenses for June 9, 2015 thru July 7, 2015 = <u>\$18,066.46</u></b>
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#### **135<sup>th</sup> Street**

√Rosehill Gardens, Inc.-Hanging basket monthly payment: **\$1,000.00**

#### **Beatification:**

√Rosehill Gardens, Inc.-mowing & landscaping for 135<sup>th</sup> Street sod: **\$390.00**

√Suburban Lawn & Garden-mowing & landscaping at Hwy 150 and 135<sup>th</sup> Street monument sign: **485.00**

#### **Board Expenses:**

√Hardees: food for monthly board meetings **\$49.85**

√Office Max: office supplies **\$45.98**

#### **Business Development**

√Anne Cull, ThinkViral KC, May Monthly marketing and social media management fee: **\$2,550.00**

√Jackson County Advocate annual subscription: **\$30.00**

√KC Business Journal annual subscription: **\$84.95**

√Michelle Wilson Consulting-July monthly Executive Director services fee & June mileage reimbursement: **\$5,805.95**

√South Kansas City Chamber Annual Membership Renewal: **\$425.00**

#### **Insurance**

√Gerber Insurance Group-annual general liability and D&O insurance: **\$2,778.25**

#### **Mobile Phone**

√AT&T Corporation-monthly bill (Direct bill pay from checking account): **\$126.79**

#### **Legal Expenses**

√Husch Blackwell, March monthly fee = **\$70.00**

#### **Security Program**

√Orion Security Inc. fee: **\$3,845.93**

#### **Storage Unit**

√Storage Mart –May monthly unit rental fee: **\$143.99**

(Direct bill pay from checking account monthly)

√Storage Mart-June monthly unit rental fee: **\$155.99** (new rate)  
(Direct bill pay from checking account monthly)

**Utilities:**

√Kansas City Power & Light – monthly electricity for sign at 990 W. 135<sup>th</sup> St: **\$38.84**  
(This account is paid online monthly for service)

**Web Service:**

√Constant Contact monthly fee: **\$20.00**

√Dropbox monthly fee: **\$9.99**

√Host Gator monthly hosting fee: **\$9.95**

<b>2015 Monthly Sales Tax Revenue Budgeted vs. Actual</b>			
Deposits made at the first of the month reflect sales tax collected from the previous month.			
<b>Month</b>	<b>Budget</b>	<b>Actual</b>	<b>Difference</b>
January	20,000.00	\$13,506.96	-\$ 6,493.04
February	20,000.00	\$35,979.92	+\$15,979.92
March	20,000.00	\$18,298.24	-\$1,701.76
	<b>1<sup>st</sup> Qtr. Sales Tax Gain/Loss</b>		<b>\$7,785.12</b>
April	20,000.00	\$8,555.68	-\$11,444.32
May	20,000.00	\$48,308.01	+\$28,308.01
June	20,000.00	\$40,130.69	+\$20,130.69
	<b>2<sup>nd</sup> Qtr. Sales Tax Gain/Loss</b>		<b>\$36,994.38 (-\$5,624.26 less than 2014 2<sup>nd</sup> Qtr. Collections, but \$6,581.05 ahead of 2014 mid-calendar year total sales tax collections.)</b>
July	20,000.00	\$	\$
Aug	20,000.00	\$	\$
Sept.	20,000.00	\$	\$
	<b>3<sup>rd</sup> Qtr. Sales Tax Gain/Loss</b>		<b>\$</b>
Oct.	20,000.00	\$	\$
Nov.	20,000.00	\$	\$
Dec.	20,000	\$	\$
	<b>4th Qtr. Sales Tax Gain/Loss</b>		<b>\$</b>

**VIII. Security Program Report for Martin City Area-Officer Mike Hammer**  
**- Martin City area KCMO Police crime report for MC-CID and surrounding**  
**businesses.**

**Police**  
 KC/MO

**Community Group Statistics For**  
**Martin City Business District**

Kansas City, Missouri  
 Police Department  
 1125 Locust Street  
 Kansas City, MO 64106

**Part 1 Crime Only**

**Month And Year Of The Report Data -----> May / 2015**

	Curr Month	Prev Month	Monthly Difference	Curr YTD	Prev YTD	Year To Date Difference	Prev Year Curr Month	Prev Year Curr Mo Difference
Homicide	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	1	4	-3	2	-2
Agg Assault	0	0	0	0	2	-2	1	-1
Burglary	1	1	0	6	7	-1	0	1
Larceny	10	13	-3	68	64	4	15	-5
Auto Theft	1	1	0	6	3	3	0	1
Arson	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>12</b>	<b>15</b>	<b>-3</b>	<b>81</b>	<b>80</b>	<b>1</b>	<b>18</b>	<b>-6</b>

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Data as of 06/03/2015 - 8:56:34.

**May 2015 Orion Security Incident Summary –See Attached**

**IX. Other Business:**

**MC-CID Closed Session:** MO statute 610.021 RSMO (1), (2), (3) or (12)

**The next Board Meeting –July 9, 2015**

Jess & Jim’s Steakhouse 8:30 – 9:30 am

**X. ADJOURN 9:45 a.m.**

Motion to Adjourn: Curtis Stroud      Second: Warren Keith    Vote: 6-0 All Members Present

**Minutes submitted by Missy Wilson, Executive Director Consultant**

  
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**Howard Barewin, Secretary**

## Incidents & Resolution

- 6/13/2015 Reno's Power Sports Suspicious person(s) on site  
 Officer observed an elderly man in black pickup truck parked in front of business. As Officer talked with gentleman, Officer observed the gentleman was lost and unable to provide much information about where he lived. Officer provided information to Home Office who attempted to find a home phone number for the gentleman. The gentleman began remembering who he was, where he lived, and what his phone number. Officer attempted to call the number to see if someone could come get meet the gentleman, but no one answered the call. Office offered to lead the gentleman to Kenneth Road at such point the gentleman thought he could find his way back to Stillwell, KS.
- 6/15/2015 MMC Contractors Alarm (Building,door,fence,intrusion)
- 6/17/2015 RC's Bar fight in parking lot
- 6/17/2015 Jess & Jims Steakhouse Suspicious vehicle  
 Officer observed a black civic with trailer connected parked behind Jess & Jim's. Officer approached driver to inquire why he was parked behind the building. Driver indicated he had just finished replacing a fuse in his car and would be moving along.
- 6/17/2015 Volleyball Beach Suspicious vehicle  
 Officer observed a Ford Ranger driving through Volleyball Beach parking lot and then turn towards Blue Ridge. The same Ranger was spotted later in the evening back in Volleyball Beach parking lot. As Officer approached the Ranger drove through former Mulch Mart property. Office called home office to report Ranger's plates and request KCMO PD be notified. Home office called Officer back who had since made contact with driver of the Ranger. The driver told the Officer he was waiting until the rain stops so he could do work on fence for owner of Volleyball Beach.
- 6/23/2015 Infinite Energy Gate Ajar
- 6/25/2015 Schraad & Associates Suspicious vehicle  
 Suspicious moped seen cruising through district. Description with license plate number was provided to KCMO PD.
- 6/26/2015 Jess & Jims Steakhouse Alarm (Building,door,fence,intrusion)  
 No sign of concern. Weather must have set off alarm.