

# Minutes

## Meeting of the Board of Directors The Martin City Community Improvement District

### 9:00 – 9:20 a.m. Special Board Meeting Closed Sessions:

The Board will go into closed session to discuss matters of personnel and contracts.

### General Board Meeting

**Date:** October 10, 2013

**Time:** 8:30 a.m. – 9:00 a.m.

**Place:** Jess & Jim's Steakhouse – 517 E. 135<sup>th</sup> St.

**Board Members Attending:** Debbie Van Noy, Jess & Jim's Steakhouse; Steve Okenfuss, Reno's Power Sports; Mark Nigro, Martin City Sports Complex; Curtis Stroud, Rosehill Gardens; Bo Steuck, Suburban Lawn & Garden; Warren Keith, TapanAm Associates

**CID Staff Attending:** Barbara Engel, District Manager

**Guests Attending:** Missy Wilson, Michelle Wilson Consulting; Vickie Wolgast, South Kansas City Chamber of Commerce; Steve Rinne, Economic Development Corp. of KC; Brad Schaffner, George's Imports; Ryan Cocherl, Martin City State Bank Building; Officer Mike Hammer, KCMO Police – South Patrol

### I. 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 September Board meeting minutes were emailed to the Board prior to this meeting. There were no additions or corrections to the minutes.

### II. 135<sup>th</sup> St. Construction Update

Missy Wilson reported that we are anticipating that the KCMO City Ordinance approving the hiring of Blue Nile Construction Company to be passed today (Thursday, October 10, 2013) at the Infrastructure Committee meeting and later at the KCMO City Council meeting.

Construction could begin late December but in the interest of being cautious, Missy advised not predicting when it would begin. There is an Effective Period of 10 days waiting, and then the City Manger must sign the contract. Blue Nile has been told, however, to start contacting their sub-contractors in anticipation of construction starting.

The CID has asked for a Pre-Construction meeting to be held in the next few weeks where all parties involved (CID, Blue Nile, KCMO) are brought together to clarify the project and answer any questions.

The City will get the CID a bid for electronic signage that could be used along 135<sup>th</sup> St. to alert residents and customers of the construction timeline. We need to stress in all communications that the Martin City businesses along 135<sup>th</sup> St. are open during the entire construction process.

Any shut-downs by the Union Pacific Railroad, however, are not controlled by Blue Nile. There could be shut-downs at the tracks for several days and the CID would not be able to influence that.

### **III. Business Development Activity**

#### **Announcements:**

##### **South Kansas City Chamber of Commerce News:**

**Monthly Chamber Luncheon**, 10/17/13 at Strayer University (I-435 & Holmes Road) from 11:30 – 1:00 pm. The head of building and grounds for Cerner Corporation will talk about the new project at the former Bannister Mall site (I-435 & Bannister Road)

**Global Entrepreneurship Week** (3<sup>rd</sup> week in November) – During this time, KC Sourcelink will promote SHOP LOCAL 7-7. On Saturday, November 23<sup>rd</sup> there will be a big push to *Shop & Eat Breakfast, Lunch & Dinner*. The Chamber will get more information to the CID about this so we can promote on our social media sites.

**Chamber Loyalty Program** – October 24<sup>th</sup> at 8 am Jess & Jim’s Steakhouse, Lantern (a locally-owned high tech business) will give an informational session joining this program. It would require that the business be a Chamber member and then they would have the ability for \$30 monthly to set up an account with Lantern to participate.

This loyalty program is similar to Front Flip (which is \$150 monthly) and assists customers through GPS to identify small businesses they may patronize. There is no scanning involved. Just present your smart phone to the waitress or sales person to receive “the deal” being offered that day on Lantern.

**Mega Chamber Office Party** – Oct. 30<sup>th</sup> 4:40 – 7:30 pm at Hillcrest Country Club. \$15 for tickets. 11 Chambers are participating which translates to a lot of people attending and huge opportunity for networking.

The program can provide a variety of metrics for the participating business to determine customer habits and demographics. This is a pilot program being developed by the Chamber. The Lantern owners are all former Cerner Corporation employees who have struck out on their own in a high tech business.

##### **Economic Development Corporation of Kansas City News**

Steve Rinne reported that St. Luke’s Hospital is moving all their administrative employees to the former TEVA building at I-435 & Holmes Road.

The Great Fried Chicken Race was showcased in the Kansas City Star and RC’s Restaurant was the first restaurant named on the list of great places to get fried chicken.

Volleyball Beach was awarded the Best Recreational Facility in Kansas City by The Pitch Newspaper.

##### **CID Online Development Activities**

Number of Martin City Facebook fans as of October 9, 2013 = 1497 (January 1, 2012 = 0)

Top Blog Stories: New Mazda Dealership, Martin City Real Estate for Sale, Barton Nelson expanding, 3<sup>rd</sup> Thursday Charities, Rosehill Garden Steak Challenge Contest

**We are averaging 48 views per day now on the Martin City blog.**

**Coupon page gets about 19 views a day.**

**Total of 1,431 total views for the month of September 2013.**

## **IV. Financial Report:**

### **Bank Accounts:**

#### **Checking Account Information through October 7, 2013 – Commerce Bank**

Available balance as of 10/07/13: **\$50,357.40**

Sales Tax Assessment Deposit for September 2013 deposited 10/07/13 **\$24,850.27**

DOR Local Option Disbursement 10/07/13: **\$165.64**

#### **Savings:**

Money Market Information through October 7, 2013 – Commerce Bank: **\$521,277.02**

<b>2013 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	\$13,827.26	-\$6,172.74
February	20,000.00	\$28,610.24	+\$8,610.24
March	20,000.00	\$14,173.16	-\$5,826.84
	<b>1<sup>st</sup> Qtr. Sales Tax Gain/Loss</b>		<b>-\$3,389.84</b>
April	20,000.00	\$10,819.06	-\$9,180.94
May	20,000.00	\$37,071.18	+\$17,071.18
June	20,000.00	\$37,378.07	+\$17,378.07
	<b>2<sup>nd</sup> Qtr. Sales Tax Gain/Loss</b>		<b>+\$25,268.31</b>
July	20,000.00	\$22,923.16	+\$2923.16
Aug	20,000.00	\$32,442.04	+12,442.04
Sept.	20,000.00	\$24,850.27	+4,850.27
	<b>3<sup>rd</sup> Qtr. Sales Tax Gain/Loss</b>		<b>+\$20,215.41</b>
Oct.	20,000.00		
Nov.	20,000.00		
Dec.	20,000.00		
	<b>4<sup>th</sup> Qtr. Sales Tax Gain/Loss</b>		

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

(January = 22.12 February = \$20.11 ; March = \$ 21.09 ) **First Quarter Interest = \$63.32**

(April = \$ 23.27 ; May. = \$24.78 ; June. = \$82.85 ) **Second Quarter Interest = \$130.82**

(July = \$97.66 ; August = \$88.80 ; September = \$91.78 ) **Third Quarter Interest = \$278.24**

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

<b>Total Expenses for October 2013 = \$ 16,092.83</b>
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#### **District Manager**

√Net monthly salary = **\$2,340.46** net check per month

√ (**\$798.24** automatically deducted monthly for federal taxes)

√September 2013 Mileage reimbursement (323 miles x \$.50 per mile): **\$161.50**

√Reimburse to District Manager for expenses – parking, postage, faxing, refreshments: **\$14.58**

**Banners**

√KC Banners – repair broken baseplate:**\$167.50**

**Beautification**

√H&H Mowing – Hwy 150 frontage from Wyandotte to 135<sup>th</sup> St 9/1/13-9/30/13:**\$1,372.00**

√Suburban Lawn & Garden – Hwy 150 mowing at signature signage :**\$130.00**

**Business Development**

√Anne Cull, ThinkViral KC – monthly online business development fee :**\$1,500.00**

√Missy Wilson, - monthly capital improvements/business development activities' fee:**\$1,500.00**

**Credit Card Expenses**

Commerce Bank Monthly VISA bill – Primary Account #1138:**\$00.00**

Commerce Bank Monthly VISA bill – Secondary Account #1146:**\$00.00**

**Legal Expenses**

√Husch Blackwell, monthly fee = **\$3,868.00**

**Mobile Phone:**

√Monthly phone bill through 8/22/12 – 9/21/13:**\$114.58**

(Direct bill pay from checking account monthly – Oct. 14, 2013)

**Security Program**

√Orion Security Inc. – November 2013 fee: **\$3,685.43**

**Storage Unit**

√Storage Mart – monthly unit rental fee:**\$132.99**

(Direct bill pay from checking account monthly)

**Utilities:**

√Kansas City Power & Light – monthly electricity for sign at 990 W. 135<sup>th</sup> St from 08/01/13 – 08/31/13: **\$37.55**  
(This account is paid online monthly.)

√Constant Contact – Direct bill pay from checking monthly:**\$20.00**

**Web Site Maintenance**

√Dale Engel – (Data base development; data entry 150 residents; parade logo update; back-up maintenance; web site posting):**\$250.00**

## V. Security Program Report for Martin City Area

### September 2013 Orion Security Incident Summary

Annual Security Incident Summary			
Month	Business	Type of Incident	
<b>September 2013</b>			
<b>Georges Imports Ltd</b>			
9/26/2013		Light Out	
			Incidents 1
<b>Infinite Energy</b>			
9/19/2013	12:24 AM	Unsecured gate	
			Incidents 1
<b>Jack Stack BBQ</b>			
9/5/2013	12:44 AM	Employee on Site	
9/5/2013	12:44 AM	Vendor on site	
9/11/2013	3:22 AM	Suspicious vehicle	
			Incidents 3
<b>Martin City Phillips</b>			
9/15/2013	3:33 AM	Individual on Bench	
			Incidents 1
<b>Midwest Heating &amp; Cooling</b>			
9/10/2013	2:45 AM	Intrusion Alarm	
9/11/2013	2:17 AM	Employee on Site	
			Incidents 2
<b>MMC Contractors</b>			
9/19/2013	5:14 AM	Intrusion Alarm	
			Incidents 1
<b>Pet Cremation Service</b>			
9/2/2013	12:00 AM	Animal in trap	
			Incidents 1
<b>Rosehill Gardens, Inc.</b>			
9/26/2013	12:12 AM	Unsecured gate	
			Incidents 1
<b>Ted Row Inc.</b>			
9/18/2013	12:18 AM	Unsecured gate	
9/24/2013	12:19 AM	Table Next to Dumpster	
			Incidents 2
<b>Volleyball Beach</b>			
9/6/2013	3:54 AM	Unsecured gate	

Report submitted by Officer Mike Hammer for August area statistics.

**Police**  
KC/MO

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

Community Group Statistics For

**Martin City Business District**

**Part 1 Crime Only**

Month And Year Of The Report Data -----> **September / 2013**

	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	1	0	1	0	0
Robbery	1	0	1	5	1	4	1	0
Agg Assault	0	0	0	1	1	0	0	0
Burglary	1	2	-1	10	10	0	4	-3
Larceny	10	15	-5	133	141	-8	14	-4
Auto Theft	2	2	0	13	6	7	1	1
Arson	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>14</b>	<b>19</b>	<b>-5</b>	<b>163</b>	<b>159</b>	<b>4</b>	<b>20</b>	<b>-6</b>

**VI. Other Business:**

**9:00 a.m. Motion to Go into Closed Session**

Motion: Warren Keith

Second: Bo Stueck

Vote: Unanimous

**9:00 – 9:20 a.m. Special Board Meeting Closed Sessions:**

The Board will be in closed session to discuss matters of personnel and contracts.

**MC-CID Closed Session: MO statute 610.021 RSMO**

(2) **Leasing, purchase or sale of real estate by a public governmental body** where public knowledge of the transaction might adversely affect the legal consideration therefor. However, any minutes, vote or public record approving a contract relating to the leasing, purchase or sale of real estate by a public governmental body shall be made public upon execution of the lease, purchase or sale of the real estate;

**Open Session** (resumed at 9:20 am)

**Motion to approve Resolution 2013 – 16**

**THE MARTIN CITY COMMUNITY IMPROVEMENT DISTRICT**

**RESOLUTION OF THE MARTIN CITY COMMUNITY IMPROVEMENT DISTRICT (“DISTRICT”) APPROVING HIRING OF MICHELLE WILSON CONSULTING TO ACT AS EXECUTIVE DIRECTOR OF THE DISTRICT**

WHEREAS, the District, which was formed on January 13, 2005, by Ordinance Number 050031, and amended by Ordinance Number 090688, which was passed on August 27, 2009 and adopted by the City Council of the City of Kansas City, Missouri, is a public body created under the authority of the “Missouri Community Improvement District Act,” Sections 67.1401, et seq, RSMo, as amended (the “Act”) and is transacting business and exercising the powers granted by the Act;

WHEREAS, the Board has been made aware that Barb Engel, current District Manager of the District, is retiring as of December 1, 2013; and

WHEREAS, the Board desires to authorize the Treasurer to negotiate and the President to execute a contract, in substantially the format attached hereto as **Exhibit A** (“Contract”), with Michelle Wilson Consulting to act as the new district manager of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board as follows:

1. The Board hereby commends Barb Engel for her dedication, enthusiasm and outstanding service given to the District throughout her tenure as District Manager.
2. The Board hereby authorizes the Treasurer to negotiate minor changes to the Contract and to provide the Contract to the President for execution.
3. The Board hereby authorizes the President to execute the Contract.
4. This resolution shall take effect immediately.

Adopted this 10 day of October, 2013.

**Motion:** Curtis Stroud

Second: Warren Keith

Vote: Unanimous

**The next Board Meeting – November 14, 2013**

**Jess & Jim's Steakhouse**

**8:30 a.m. – 10:00 a.m.**

**VII. Adjourn 9: 25 a.m.**

Minutes submitted by Barbara Engel, District Manager



**Shop 7-7 Saturday: Nov. 23, 2013**  
**Shop Local All Day Long**  
**All across the Kansas City Area**  
**Global Entrepreneurship Week Finale**

Main Street merchants are the backbone of our downtown areas and the foundation of our communities. Did you know what happens when you shop local?

1. **More money is kept in the community** because locally owned businesses tend to purchase more often from other local businesses. It also contributes to our tax base—and to city services. A study in Austin, Texas, found that \$100 spent at a local bookstore produced \$45 worth of local economic activity compared to just \$13 at a national retailer.
2. **Nonprofits receive greater support:** local business owners tend to donate more to local charities than non-local owners.
3. **Unique businesses create character and prosperity.**
4. **Environmental impact is reduced.** Before it reaches a store, most food in the U.S. is picked up a week in advance. Your carrot travelled 1,838 miles to become part of your meal. And because local businesses usually set up shop in town centers rather than on the fringe, they contribute less to sprawl, congestion, habitat loss and pollution.
5. **Most new jobs are supplied by local business.** Check out the converse: National chain often bring loss of employment. The opening of a major big box retailer reduced retail employment by an average of 150 jobs in the county of its location.

**Shop 7-7 Saturday, Nov. 23**

That's why we invite you to join the growing Shop Local movement. From 7 a.m. to 7 p.m., Saturday, Nov. 23, enjoy your hometown restaurants, shop in your Main Street marketplace and support Kansas City area small business and entrepreneurship.

**Not sure where to start?**

Visit our [Shop Local Kansas City](#) page and find more than 200 locally owned, independent companies, searchable by your zip code or type of business. [www.kcsourcelink.com/shop-local](http://www.kcsourcelink.com/shop-local)

**Shop Local. Share Local. Snack Local (our treat!)**

Share the fun by posting and tagging photos directly on our [Facebook](#) page, or share them to Instagram or Twitter with the hashtag #ShopLocalKC. Throughout the day, we'll be scouring the socials looking for six hardworking shoppers who need a little refreshment and one diligent shop-gooder who needs something a little more substantial. (Look for a reply from KCSOURCELINK, and be sure to respond fast.)

Brought to you by Global Entrepreneurship Week and local Chambers of Commerce: