



DeBaliviere Place

Special Business

District

November 2023

Meeting Materials

MONTHLY MEETING
TO BE HELD
Saturday, November 18th at 9:00 a.m.
at Forest Park Visitors Center - Voyager Room
5595 Grand Dr.
St. Louis, MO. 63112

NOTICE & PROPOSED AGENDA

TAKE NOTICE that on Saturday, November 18th at 9:00 a.m. the DeBaliviere Place Special Business District will hold its public Monthly Meeting to consider and act upon the matters on the following tentative agenda and such other matters as may be presented at the meeting and determined to be appropriate for discussion at that time.

- 1. Call to Order**
- 2. Security Update**
 - a. Central West End Neighborhood Security Initiative, Jim Whyte
- 3. Public Comment (5 Minutes Per Speaker)**
- 4. Approval of Previous Month Minutes**
- 5. Budget Report**
 - a. Finance Report – Approval
- 6. Neighborhood Improvement**
 - a. City of St. Louis, Sheree Hickman
 - i. Pershing Parking Signs
 - ii. Tree Trimming
 - iii. Crosswalk and Intersection Safety
 - iv. Light Pole Replacement
- 7. Other Business**
 - a. 532 DeBaliviere Radio Tower – Update
 - b. Waterman Pedestrian Lighting – Update
 - c. Delmar-DeBaliviere Form-Based Code - Response
 - d. MOPERM Insurance Renewal – Approval
 - e. Landscaping Contract – Update
- 8. Commissioner Update**
 - a. Certification of Officers
 - i. Resolution 2023-02 - Approval
- 9. Adjournment**

This meeting is open to the public; provided, however, that a portion of the meeting may be closed to discuss legal, real estate and/or personnel matters as provided by Sections 610.021(1), (2) and/or (3), RSMo.

Representatives of the news media may obtain copies of this notice, and persons with disabilities wishing to attend can contact: Park Central Development, 4512 Manchester #100, St. Louis, 63110, (314)535-5311.

DATE POSTED: 11-15-2023
Time Posted: 2:00 PM

● **DeBaliviere Place Special Business District** ●



October 2023

Minutes

DeBaliviere Place Special Business District
Meeting Minutes

Saturday, October 21st 2023 at 9am:

Forest Park Visitors Center, 5595 Grand Dr. St. Louis, MO 63112

Commissioners Present: Bobbie Butterly, Stephanie Brown, Charles Wiltsch, Amy Grace, Sherrone Beatty

Commissioners Not Present: Sid Chakraverty, Neill Costello

Others Present: David Wright (Park Central), Frank Eppert (ABNA), Miles Kirk, Tracy Renison, AlderLady Shameem Clark Hubbard, Sheree Hickman (City of St. Louis), BJ Brown, Mike Klenc, Vince Fazio, Patricia Buckley, Joe Fank, Floyd Butcher, Becca Belleville (Treasurer's Office), Starla Shaver, Neil Ravi

The meeting was called to order at 9:04am.

1. **Public Safety Report:** D Wright gave a brief update on behalf of Jim Whyte, Executive Director of the CWE Neighborhood Security Initiative, to review the public safety report, as Jim was unable to attend.
 - a. Total crime and person crime is down year to date, with the highest number of incidents involving car break-ins.
 - b. B Butterly presented two different outreach cases that NSI worked on this month, with positive notes for supporting people in need in the District.
 - c. T Renison also reflected on correspondence with J Whyte and the importance of staying in communication with NSI about ongoing concerns.
 - d. S Beatty expressed concerns about car windows being broken on Pershing as well as two cars in a parking lot.
 - e. B Butterly also noted a concern about gun shots around midnight on Pershing that she wanted to pass along information on to J Whyte.
2. **Public Comments and Questions:**
 - a. B Belleville from the Treasurer's Office presented on the City's Guaranteed Basic Income Project. She presented information on the program and B Butterly asked D Wright to put the information on the website. She also recognized the AlderLady for sponsoring the bill.
 - b. T Renison wanted to thank the AlderLady for sponsoring the bill for the 3-way stop sign at Clara and Pershing. She also asked for an update on the Lasater fountain and the AlderLady reflected that she continues to inquire about the project. The AlderLady also noted that speedbumps on Clara continue to be in the works. T Renison also thanked S Hickman for her work. T Renison expressed concern about litter and street painting.
 - c. J Fank passed out information and suggestions that he has for the District that would improve road safety, reflecting on what would be needed from the City to improve intersections. The AlderLady noted that these items are related to the Streets department and she and S Hickman could help pass along information.
 - d. The AlderLady also announced that her 1-on-1 meeting this month will be a Trunk-or-Treat on Monday, 10/30 from 4-6pm. She noted the fire department and police department will be present as well as the treasurer's office.

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- e. M Klenc provided an update from the Community Good Neighbor Club and thanked the SBD board for continuing to update cameras. He also noted that Forestry approved trees for open wells and that B Brown has been in communication with Streets.
- 3. **Minutes:** The September meeting minutes were approved. C Wiltsch motioned to approve the minutes; S Brown seconded the motion. All in favor, motion carries.
- 4. **Financial Report:** C Wiltsch made a motion to approve the financial report for September; S Brown seconded the motion. All in favor; motion carries.
 - a. B Butterly reported on this month's budget, with the update that there is not anything particularly of note. She did say that a District CD is going to expire in November.
- 5. **Neighborhood Improvement Specialist Report:**
 - a. S Hickman noted that she is in communication with Metro to work to help create parking signs along Pershing. She requested the board to request parking signs from Expo at that space. B Butterly asked D Wright to draft a letter on behalf of the board to Expo about the need for signage. Upon further note, it appeared that Metro was already designing signage for this space.
 - b. S Hickman thanked J Fank for the letter that he passed out and noted that she would reach out to Streets about this letter.
 - c. S Hickman asked a clarifying question about tree trimming and noted that she would reach out to Forestry to clarify about year-end scheduling. B Butterly also made a note of two large trees and stumps within the fountain. S Hickman also noted that the current queue of tree removal in the City is seven years.
- 6. **Other Business**
 - a. **Tower at 532 DeBaliviere**
 - i. D Wright presented on the letter from the representatives of the tower being taken down and replaced at this address. The letter reflected that the company was delayed because of unexpected equipment complications and timelines working with the neighboring institution.
 - b. **Waterman Pedestrian Lighting**
 - i. F Eppert and the AlderLady communicated on the matter. The AlderLady requested some more information from F Eppert and D Wright before moving forward in communication with the City and all made their intentions to connect the following week about approaching some of the delays.
 - c. **Delmar-DeBaliviere Form-Based Code**
 - i. B Butterly introduced the Delmar-DeBaliviere Form-Based Code funding request. S Beatty noted that she has not been active recently in the matter and requested some more time to gather opinion on it. The board decided to postpone the vote on the matter.
 - d. **Yard Sign**
 - i. D Wright presented some options for a yard sign in the District. The board decided to postpone any decision on the matter.
 - e. **Landscaping**
 - i. B Butterly asked clarifying questions about the contract. B Butterly made a motion to intend to renew the expiring contract; C Wiltsch seconded the motion. All in favor; motion carries.

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7. Commissioner Updates

a. Commissioner Terms Ending

- i. B Butterly talked about the different expiring terms. S Chakraverty's term will expire at the end of the year and will present a vacancy for a property owner. B Butterly intends to renew her commission.

b. Election of Officers for 2024

- i. B Butterly introduced the open offices.
- ii. B Butterly nominated S Brown as president in the board and her support for S Brown given her involvement in District matters.
- iii. B Butterly nominated herself to be treasurer. D Wright noted that in place of the secretary, the treasurer will be responsible for signing any official documents that require two signatures.
- iv. The board approved both nominations: all in favor of the single candidates for each office, officers approved.

8. New Business:

- a. S Brown asked about M Kirk's project- there are no current updates.

9. Adjournment: S Brown motioned to adjourn the meeting; A Grace seconded the motion. The meeting was adjourned at 10:02am.

Respectfully Submitted:

David Wright, Commercial Corridor Manager, Park Central Development



October 2023 Financials

DeBaliviere Place SBD

Balance Sheet

As of October 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1072 Bill.com Money Out Clearing	-1,890.00
1073 Operating 6692	87,743.15
496790 DeBal PI - CD Acct	150,000.00
Total Bank Accounts	\$235,853.15
Total Current Assets	\$235,853.15
TOTAL ASSETS	\$235,853.15
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2002 Accounts Payable (A/P)	0.00
Total Accounts Payable	\$0.00
Total Current Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
3000*OE Opening Balance Equity {4}	499,566.89
32000 Retained Earnings	-336,962.87
Net Income	73,249.13
Total Equity	\$235,853.15
TOTAL LIABILITIES AND EQUITY	\$235,853.15

DeBaliviere Place SBD
Profit and Loss
31-Oct-23

	Total			
	Oct Actual	Jan-Oct Actual	Jan-Oct Budget	2023 Budget
Income				
40000 Revenue				
40100 Tax		311,282.19	220,000.00	320,000.00
40250 Reserves			56,766.68	68,120.00
Total 40000 Revenue	\$ 0.00	\$ 311,282.19	\$ 276,766.68	\$ 388,120.00
Total Income	\$ 0.00	\$ 311,282.19	\$ 276,766.68	\$ 388,120.00
Gross Profit	\$ 0.00	\$ 311,282.19	\$ 276,766.68	\$ 388,120.00
Expenses				
60000 Expenses				
61010 Admin Fees- Park Central*	1,890.00	18,900.00	18,900.00	22,680.00
61020 Legal		1,302.00	3,333.34	4,000.00
61030 Insurance			0.00	6,000.00
61035 Meeting Room		120.00	540.00	540.00
61040 Postage			166.68	200.00
61060 Bank Fees		10.00		
61070 Misc. Exp		1,390.47		
Total 60000 Expenses	\$ 1,890.00	\$ 21,722.47	\$ 22,940.02	\$ 33,420.00
61150 Marketing & Promotions				
61160 Website Maintenance		40.34	1,750.00	2,100.00
61165 Newsletter		840.11	3,333.34	4,000.00
Total 61150 Marketing & Promotions	\$ 0.00	\$ 880.45	\$ 5,083.34	\$ 6,100.00
61250 Public Maintenance				
61260 Landscaping	621.00	3,726.00	4,166.68	5,000.00
61280 Pet Waste Stations	670.23	1,647.35	1,000.00	1,200.00
Total 61250 Public Maintenance	\$ 1,291.23	\$ 5,373.35	\$ 5,166.68	\$ 6,200.00
61350 Infrastructure				
61359 Lighting Maintenance			2,500.00	3,000.00
61360 Pedestrian Lighting		24,542.95	130,000.00	130,000.00
Total 61350 Infrastructure	\$ 0.00	\$ 24,542.95	\$ 132,500.00	\$ 133,000.00
62000 Safety and Security				
62010 Patrols	9,620.00	104,620.00	127,500.00	153,000.00
62020 Cameras	28,593.00	28,593.00	4,166.68	5,000.00
62021 Internet for Cameras		7,769.84	6,666.68	8,000.00
62022 Camera Maintenance		4,631.00	2,250.00	3,000.00
62030 NSI Membership	9,975.00	39,900.00	30,300.00	40,400.00
Total 62000 Safety and Security	\$ 48,188.00	\$ 185,513.84	\$ 170,883.36	\$ 209,400.00
Unapplied Cash Bill Payment Expense	0.00	0.00		
Total Expenses	\$ 51,369.23	\$ 238,033.06	\$ 336,573.40	\$ 388,120.00
Net Operating Income	-\$ 51,369.23	\$ 73,249.13	-\$ 59,806.72	\$ 0.00
Net Income	-\$ 51,369.23	\$ 73,249.13	-\$ 59,806.72	\$ 0.00

* Haven't received tax numbers from City



District Updates

Sheree Hickman



Other Business

**A RESOLUTION OF THE DEBALIVIERE PLACE
SPECIAL BUSINESS DISTRICT APPOINTING OFFICERS.**

WHEREAS, in order to provide for the effective organization and governance of the District, the Board of Commissioners of the District (the "Board") desires to appoint officers of the Board; and

WHEREAS, the Board desires to elect officers of the Board including a President and Treasurer (collectively, the "Officers"); and

WHEREAS, the Board desires to ratify, acknowledge and accept all lawful actions taken by or on behalf of the District prior to this date; and

WHEREAS, at a duly noticed meeting of the Board of Commissioners of the District (the "Board"), at which a quorum was present, the Board took the action further described herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE DEBALIVIERE PLACE SPECIAL BUSINESS DISTRICT, AS FOLLOWS:

1. The following commissioners are elected Officers of the Board for a term of one (1) calendar year, starting on January 1, 2024, or until Officers of the Board are re-elected as follows:
 - a. President: Stephanie Brown
 - b. Treasurer: Roberta Butterly
 - c. The Officers shall have such duties and responsibilities, and shall serve for the terms set forth in this resolution and upon the conditions set forth in the Bylaws of the District.
2. The Board and the officers thereof are authorized and directed to take all further action necessary to carry out the purpose and intent of this Resolution.
3. This Resolution shall be in full force and effect from and after its adoption as provided by law.
4. The sections, paragraphs, sentences, clauses and phrases of this Resolution shall be severable. In the event that any such section, paragraph, sentence, clause or phrase of this Resolution is found by a court of competent jurisdiction to be invalid, the remaining portions of this Resolution are valid, unless the court finds the valid portions of the Resolution are so essential to and inseparably connected with and dependent upon the void portion that it cannot be presumed that the Board of Commissioners has enacted the valid portions without the void ones, or unless the court finds that the valid portions, standing alone, are incomplete and are incapable of being executed in accordance with the legislative intent.

ADOPTED this _____ day of _____, 2023.

THE DEBALIVIERE PLACE SPECIAL BUSINESS DISTRICT

President

_____, Treasurer