

## **September 19, 2023**

Members in attendance:    Nicholas Hartzler    Brooks Godeker  
                                     Kay Glass                    Chris Street  
                                     Brett Reinert                Mechelle Minden

Meeting was called to order at 6:30pm.

### **Meeting Opening**

After Board introductions, Brooks made general comments about the meeting and future activities.

Looking to replace Richard as secretary, would like to have the new member, focus on communications and media. All qualified and interested parties can find the application on the HHSBD website.

Reminder that there is an Open house meeting 9/21 4:30-7 pm corner of Bowen and Leona. Food trucks may be in attendance. Signage/branding firm looking for feedback from all district residents.

Reminder that meetings of this group are conducted monthly on the third Tuesday of the month at 6:30pm. The school requests that we be out of the gym by 8pm.

### **Approval of Minutes**

A correction to minutes was offered by Brook, noting that the GPS units are actually part of the phone, not a device on the cars of the security patrols.

Motion to approve as amended: Nick

Second - Christy

Motion unanimously approved.

### **Treasurer's Report**

Nick Hartzler reported on the general fiscal activity of the District..

Current fund balance for the District is \$373236.10

The District has an outstanding balance of delinquent taxes in the amount of \$4378.67 still owed to the District.

General activity reported includes receipt of tax revenue as well as general purchases including payments to security patrols. A detailed report of all activity is available on the HHSBD website as part of the evening's meeting materials.

After eight months of trying, the HHSBD now has a functional investment fund with \$200k in it 5.33% interest.

At the April meeting, the Board set a preliminary tax rate for the next fiscal year. That process is for notification purposes only. Assessments and appeals are complete. Since property values have increased, it is possible for us to lower the rate that was estimated in April and still keep revenue at similar levels..

Nick recommend to the board to adopt a rate of .5850% rate for this tax year, in line with previous Board discussions.

Motion to to accept treasurer report: Nick

Second Kay

Motion unanimously approved.

Brookes explained the idea to mail postcards instead of full newsletter to reduce costs. The recent mailing that the Board approved to notify district residents about the upcoming Open House went to 1950 property owners. There is a continuing challenge to identifying renters in the district, but the Board will continue to look for ways to make sure that the District is communicating as effectively and as efficiently as possible. It was suggested that it may be possible to have volunteers distribute information to renters. Additionally, Brooks informed the Board that the costs for signs and mailing regarding the upcoming Open House ran over cost estimates by \$200. He paid for these expenses out of pocket and asked the Board for reimbursement.

Motion for \$200 to reimburse expenses: Brooks

Second: Brett

Motion unanimously approved.

## **Purchasing Guidelines**

Brooks noted that the drafts of these documents haven't yet been posted to the website and suggested a brief discussion, then post drafts on the District website. This would table the approval of these documents until the October meeting.

Mechelle gave a summary of the thought and intentions behind a draft of the documents that she sent to Board members. She suggested the Procurement guidelines should probably receive priority consideration. In response to questions Nick had raised via email prior to this evening's meeting she has sent a response document. This was only sent in the last day, so she encouraged members to review the email to continue this discussion.

Mechelle suggested an Internal Controls Policy is something that nonprofits typically have. Trying to figure out separation of duties to prevent conflict of interests.

## **Beautification and Landscaping Committee**

Angie Butz presented the report.

She noted that there was limited activity this month. Invite all attendees to come to the open house on Thursday. Branding and Signage from Ten8 Group will be presented. All are welcome to offer your feedback directly to the company. Will see drawings of potential sign designs.

Going to change the date of monthly meetings to meet the needs of attendees. Would like to move earlier before the regular monthly meeting to make sure committee requests can be considered in a timely manner. The group is anxiously awaiting feedback from SWT (master landscape plan). Met with the vendor last month, and drove the entire neighborhood in golf carts to see the view from ground level. Very valuable to see in person.

Creating a list of fall needs, please contact Angie to get items added to the list. Will discuss options for Ten8 to present findings to Board at a future meeting.

## **Safety and Security Committee**

Nick Hartzler presented the report.

He reminded attendees that the Committee meets 2nd Thursday of the month at the YMCA 7:00pm. All are invited to attend.

The last meeting was a great meeting. Campbell Security attended the meeting to fulfill quarterly reporting obligation as defined in their work contract. General discussion on accountability and reporting. It was determined that the Committee will create an incident form for on-duty officers to fill out (simple and quick, mobile accessible) so that committee members have more detailed information regarding activities while on duty.

The group resolved the conversation about participation in video camera program as embodied by the St. Louis Hills neighborhood. The group consensus is that we do not want to be involved with this program as a government body. However, recognizing general interest in the program, the group will create a FAQ of information for the SBD website. If private citizens want to enroll, they can do so.

The idea regarding the creation of a Block Captain system in the neighborhood was discussed. These volunteers could facilitate communication to the district. For example, perhaps they could be used to distribute mailers by hand to renters, since these mailing addresses are difficult to maintain because of frequent turnover. These volunteers also support the efforts to improve safety and security. Increase awareness of issues and facilitate two-way communication. Developing materials/resources for expectations of Block Captains.

Kay asked about the process for reporting issues. Is 911 the correct call? Nick said that 911 is always the correct call, regardless of Campbell Security's patrol schedule. 911 is the quickest way for a response. Calls to 911 also records information to impact future STLMPD patrol schedules and resources.

Brooks asked for additional explanation for how the Campbell Security patrol schedule is established. Nick informed the group that they try to limit knowledge of schedule for security purposes. Nick coordinates with Campbell to ensure that invoices, schedule and GPS data all align for billing purposes. The goal is for 5 shifts per week. Originally thought we would be scheduling 2 officers, however feedback from Campbell recommends single officer shifts. This change will allow for additional scheduled patrols. Minimum of 5 per week, with shifts to be added during peak times - like the Halloween shift.

## **Public Infrastructure Committee**

Gary Nipper and Loren Lang presented the report.

The gates for Carondelet Park are in progress. A late development is that the Board of Public Service requires a permit which involves survey of the work. This work has been commissioned by the vendor (who has committed to splitting the additional cost of the survey with HHSBD). Completion is estimated to be in 8 weeks. After the completion of the permitting by BPS, the vendor should need 8-12 weeks for gate installation.

This committee continues to work with the Marketing and Branding work of the Ten8 Group alongside the Beautification Committee. Encourage participation in the Open House on September 21.

Traffic calming in the neighborhood. At thi time, this is defined to exclude traffic calming in the park. The Committee has assembled an RFP to solicit a traffic calming plan for the neighborhood. The group had worked with a non-profit to discuss options, great ideas were discussed, but costs will be involved to create a concrete plan. Accordingly, a proposal, similar to the landscaping and branding proposals, solicits a complete plan and breaks the work up (islands, trenches, bump-outs, bumps) with the goal of making the area more walkable and bike friendly. Will survey and measure traffic, then put together a list of micro-projects for the group to implement. Will also look for opportunities to partner with the city to complete some of these projects.

Motion to approve draft RFP for posting: Mechelle

Second: Kay

Motion unanimously approved.

## Other Business

None requested by Board members.

## Public Comment

Anne Schweitzer presented general updates related to the work of the SBD.

Beautification - Forestry has received an \$8 million Federal grant for city tree canopy. Trash for trees (Aaron) -volunteer who picks up trash with neighborhoods. Coordinates with businesses to pick up trash. Trash results in monetary donations for planting trees and other plants in private land. Working in lots of areas of Ward 1. Annual honeysuckle removal at Carondolet Park 9-11am Saturday Nov. 11. Lot at Morganford and Holly Hills - only 2 cars. Thanks to all who spoke out against the conditional use permit hearing. Permit denied, will not have a car lot there.

Infrastructure - The sixth gate at the YMCA is moving along. Going through the same process as the committee process for the other gates in the park. Will not conflict or hold up work of SBD. Holly Hills on schedule to be repaved. Also investigating protected bike lanes. Loughborough will have improved bump outs another traffic calming initiatives

Safety - Emergency Dispatch is hiring. Increase in hourly wages has resulted in dramatic increase in applicants for these positions. Dispatchers are now considered First Responders by the state of Missouri. Gun laws introduced to find exceptions in state laws. Carve outs that municipalities have control over. Automated traffic enforcement will be reintroduced as a neighborhood program rather than major arterial traffic.

Some street signs have been produced with inferior materials due to extenuating circumstances. Please report to CSB for replacement.

Facade program south city business to split costs of building improvements for exteriors. Spreadsheet for contact. Reach out to

Comments from attendees included:

1. When will information on cameras and video FAQs be posted on website? Will be posted ASAP - targeting sometime before next month's meeting
2. Campbell invoices show patrolling - only for board members, MO Sunshine requests will be honored.
3. It has been suggested that residents might be able to have a contact number for Campbell. Can a number be sent to the neighborhood? Recommend attending the Safety and Security Committee meetings to discuss with this group.
4. Security - 5, 4 hour shifts. iPhone stays at Campbell security.
5. A concern was raised about a Board Member's participation.

6. Quarterly newsletter - include renters, any thought to recruit volunteers to distribute? Yes, through the Block Captain system currently under development.
7. Patrolling - any statistic on impact of patrols on crime rate? Not yet. Mismatch in how crime stats are recorded (3 neighborhoods are reported by police, but not included in our patrols for the SBD)
8. Dogs loose in the neighborhood, limited signage about leash laws. Would love to see more of these.

## **Adjournment**

After completion of Public Comments and noting that the meeting time was now 8:00pm, the group moved to adjourn.

Motion to adjourn: Nick

Second: Christy

Motion unanimously approved.