

**THE CWE BUSINESS COMMUNITY IMPROVEMENT DISTRICT
MINUTES OF THE MEETING OF THE COMMISSION
NOVEMBER 19, 2019**

The meeting was called to order at 10:01 at The Chase Park Plaza.

PRESENT were Commissioners Kyle Bozoian, Jim Dwyer, Paul Filla, Ken Fowler, Derek Gamlin and Trip Straub; Kate Haher, Executive Director and Erica Lembo, Marketing and Communications Coordinator for the CID; Jes Stevens, Community Development Manager for Washington University Medical Center Redevelopment Corporation; Mollie Malone, CPA for Stopp&VanHoy; and John Hoal and Julia Pancoast, Principal and Senior Urban Designer for H3 Studio.

MINUTES

Ken Fowler moved to approve the October 15, 2019 meeting minutes. Derek Gamlin seconded. Motion approved.

ADMINISTRATIVE ITEMS

Review of October 2019 Financials

Trip Straub reviewed the monthly financial statement for October. He stated that October's sales tax revenue was in line with budget, and that the CID is tracking well ahead of its year-to-date budget.

2018-2019 Audit Report

Mollie Malone, CPA for Stopp & VanHoy, reported on the firm's audit of the CID's 2018-2019 Fiscal Year and advised that there were no negative findings and no major issues to report.

She stated that the main item to note was that the firm had received confirmation that the CID no longer needs to be allocating funds to the Argyle TIF and that an adjustment had been made to remove that liability off the books. Therefore, moving forward, she noted that the CID will see a higher level of sales tax revenue than in previous years.

Mollie also reported that Use Tax revenue had almost doubled from the previous fiscal year, which was consistent with reporting seen from other Districts and a result of improvements made by the State in reporting use tax.

She advised that the firm needs the management representation letter from the CID to finalize the audit. Kate Haher said she would send that to Mollie.

PUBLIC REALM

H3 Streetscape Presentation

John Hoal and Julia Pancoast with H3 Studio presented their conceptual design plan for the CID. John stated that the scope of this project had expanded (after initial meetings with the CID's Streetscape Design Committee), and that the design plan area now stretches along Euclid from Carriage Lane to Lindell Boulevard. He discussed the analysis of the area that was conducted, noting a thorough review of the existing conditions. He explained that while 56% of the CID's public realm is currently devoted to automobiles and 44% to pedestrians, his firm's goal in the design plan is to switch those percentages around, making the street more about the pedestrian. He stated that this will be achieved by "changing the DNA of the street."

He presented his ideas to widen the east side of the street, relocate parking, design the corners for use by the public, provide more seating, improve visibility, and improve the experience overall. He explained

that in order to achieve the goal of changing the DNA of the street, he recommended that the CID focus on the following areas:

- Place Management and Operations and Maintenance
- Public and Private District Parking (Rules and Regulations)
- Economic Development Strategy
- Public Realm and Infrastructure Improvements
- CWENOW

Commissioners were impressed with H3's presentation and recommendations, and asked how long a final streetscape plan could potentially take. He stated that while full implementation of this streetscape design plan could take more than two years to complete, the projects identified above could start now.

Streetscape Next Steps Discussion

Kate provided two new proposals from H3 that would keep the project moving forward. One proposal is for \$27,000 to begin the CWENOW pilot project at the Maryland/Euclid intersection. This project would focus on temporary changes to the streetscape that would include moving parking, painting the street, adding planters, and testing a new design. The second proposal is to begin the analysis and conceptual planning for the McPherson intersection for a fee of \$24,000.

She noted that H3 is putting together a proposal to continue the design work for the streetscape plan.

Derek Gamlin moved to approve both proposals from H3 Studio. Paul Filla seconded. Motion approved.

MARKETING & EVENTS

Kate provided commissioners with a written update of the CID's 2019 events (Halloween, Small Business Saturday and Window Walk) and asked them to review the document. She reported that everything is in good shape for the CID's upcoming holiday events, and that lights and bows will be going up next week throughout the neighborhood.

ADJOURNMENT

The meeting was adjourned at 11:26 a.m.

RESPECTFULLY SUBMITTED,

JAMES DWYER, SECRETARY