Minutes of August 21, 2019, Regular Meeting
Board of Directors of
Downtown Moberly Community Improvement District
Moberly, Missouri

CID Board of Directors met at 3:00 p.m. in the Moberly City Hall Conference room on Wednesday, August 21, 2019.

The Chair called the meeting to order at 3:09 p.m. and asked for roll call. CID Board members answering the roll call were: Brian Crane, Chair; Michael Bugalski and Tom Sanders. Absent: Christy Colston and Doug Sharp. Attendees included: Tom Cunningham – Legal Counsel (by conference call); Tim Brubaker, City Council Liaison; Megan Schmitt and Michelle Greenwell, Moberly Chamber of Commerce; Bob Ehle and Eric Cliburn, local media representatives; Steve Calcagno, Aaron Decker, City of Moberly Code Enforcement Office; Mary Calcagno, Director of Public Utilities.

The Chair then asked for approval of the Agenda. A motion was made by Mr. Sanders to approve the Agenda. Mr. Bugalski seconded the motion. Ayes: Crane, Bugalski, Sanders; Nays: None. Agenda approved.

HEARING FROM CITIZENS:

The Chair asked if there were communications or comments received or if any person’s present wished to address the Board on any matter. There were no communications, comments or requests.

PUBLIC HEARING:

The public hearing for the Downtown Moberly Community Improvement District proposed 2019 Tax Rate opened at 3:15 pm. The public hearing notice was posted on August 13, 2019 as required by the CID Act. The Assistant Secretary provided a copy of the affidavit of publication. The Chair then presented and the Board reviewed a summary of tax rate information including the assessed valuation by category of real, personal and other tangible property in the District, the assessed valuation by category of real, personal and other tangible property in the District for the preceding taxable year, the amount of revenue required to be provided from the property tax as set forth in the District’s annual budget, and the tax rate proposed to be set. The Board proposes that the current rate of $7.2744 per $100 of assessed property value be held and continued as previously agreed in discussions with the State Auditor’s office. The Chair asked for public comments. There were no comments or requests from the public. Hearing closed at 3:19 pm

OLD BUSINESS:

The Chair called for approval of the draft minutes of the June 19, 2019 regular meeting. A motion was made by Mr. Bugalski to approve the minutes. Mr. Sanders seconded the motion. Ayes: Crane, Bugalski, Sanders; Nays: None. Minutes approved.

NEW BUSINESS:

The Chair then called for consideration of Resolution No. 2019-13: A RESOLUTION APPROVING AND FIXING AN AMENDED RATE FOR FISCAL 2019-20 OF A COMMUNITY IMPROVEMENT DISTRICT SPECIAL REAL PROPERTY TAX; AND AUTHORIZING AND DIRECTING RELATED ACTIONS. Following brief discussion, it was noted that the word “amended” constituted a typographical error and, accordingly, should be excised from the resolution to be considered. A motion to approve the proposed 2019 tax rate and the resolution with the deletion of the term “amended” was made by Mr. Bugalski, seconded by Mr. Sanders. Ayes: Crane, Bugalski, Sanders; Nays: None. Resolution 2019-13 as amended approved.
The Chair then called for consideration of Resolution No. 2019-14: A RESOLUTION DIRECTING REIMBURSEMENT IN ACCORDANCE WITH A MASTER DEVELOPMENT AGREEMENT; AND PROVIDING FURTHER AUTHORITY. The Chair requested that the form of Resolution 2019-14 to be considered be amended to add the reimbursement of Moberly Area Chamber of Commerce. Mr. Sanders made a motion to approve the resolution as so amended. Mr. Bugalski seconded the motion. Ayes: Sanders, Crane, Bugalski. Nays: None. Resolution 2019-14 as amended approved.

Items for Discussion:

As a first item for discussion the Chair introduced a letter from 4th Street Theatre asking for funds to repair the terra cotta on the front of the building. After discussion the Board determined that a PPI application could be submitted and considered as part of the next round of PPI grants. Michael Bugalski will make contact with Mr. Riley, 4th Street Theatre chair, about applying for a $25,000 grant.

The second item of discussion remedied violations of City building and property maintenance codes in the downtown area. Aaron Decker, Code Enforcement Officer, presented a list of properties in the downtown that exhibit exterior property maintenance issues. Mr. Decker stated that 4 properties at this point are “dangerous buildings” within the meaning of City ordinances. Three of those properties, 215 N. Williams, 207 W. Reed and 211 N. Clark, have already been issued a probable cause statement. Further discussion centered on the proposal to assist the City in addressing code violations by advancing costs for the City to undertake remedial efforts. Legal Counsel recommended that such assistance should be limited to those buildings which present public safety or public health issues. Mr. Decker agreed to “firm up” the list to identify buildings meeting this criteria to be presented to the City Council along with cost estimates for remediation and a proposed cooperation agreement between the City and the District to advance remediation costs with reimbursement to be made at the time of satisfaction of associated City liens.

The third item of discussion involved a request from Randolph County Historical Society to modify the terms of a PPI grant agreement for property at 223 N. Clark Street. The Society had previously received a PPI grant in the amount of $5000 to be paid as a reimbursement upon completion of a roof replacement at the property. However, after receiving bids and considering other ancillary costs for the roof replacement, the Society has determined that the total sums required, some $45,000, are in excess of the Society’s available resources and now requests that the scope of the original project be amended to a roof repair with an estimated cost of not to exceed $16,000 and that the original grant amount of $5,000 be applied as a reimbursement. After discussion and upon consideration of the significance of the property and the benefits to the District to be derived from the proposed improvements, the Board indicated a willingness to amend the terms of the original grant and the PPI agreement to modify the scope as requested. Legal Counsel was directed to prepare an amendment to the original PPI grant agreement and a form of approving resolution.

The fourth item of discussion involved an invitation from the Missouri Main Street Connection organization to become a member at a “discounted” cost of $450 for two years. The invitation appeared to offer access to the process and resources characterized as the “Main Street Approach.” Board members questioned whether these services were already available for the downtown area through the involvement of Main Street Moberly. Following discussion, the Board on a motion duly made and seconded voted to table this item until clarification of the functions and resources of Main Street Moberly can be obtained.

The fifth item of discussion involved a review of Chamber of Commerce Depot District Ad report. Michelle Greenwell presented documentation showing placement of ads and description of the ads. Legal Counsel suggested that dissemination of this information to downtown businesses would help demonstrate to local stakeholders the efforts and benefits of promotion of the downtown by the Chamber of Commerce, funded by the District. The Board was very receptive to this idea. Ms Greenwell agreed to provide a version of the report for dissemination to the local businesses.

The sixth item of discussion reviewed a Mural and Banner Campaign promoted by the Chamber of Commerce. Megan Schmitt reported on a tour to Laurel, Mississippi which featured various exterior murals and stated that the Chamber recommends a similar approach in Moberly. Ms Schmitt suggested that a installation of a “Welcome” sign on the side of
building where The Brick restaurant is located could provide such an opportunity. The Board agreed to investigate and identify in the coming weeks possible areas, buildings and locations within the downtown area that would be suitable for installation or one or more murals and placement of banners.

The seventh item of discussion focused on the Bartlett and West NID Projects. Extensive discussion led by Mr. Sanders involved various alternatives for streets and intersection treatments and associated costs. Following this review, the Chair asked what additional steps were required to initiate the NID project and financing. Legal Counsel reported that the forms of ordinances required for initiation of the program were already prepared and awaited itemized costs and identification of the type and scope of improvements to be financed as well as a determination of a date for public hearing consistent with requirements of the NID Act. Mr. Sanders and Mary Calcagno, Director of Public Utilities, agreed to finalize costs and the identification of improvements and to provide this information to Legal Counsel for incorporation in the requisite ordinances. During this time Legal Counsel will review the requisite ordinances from completeness and will initiate work on forms of notice and bond approval ordinances. Legal Counsel also reminded the Board that if initiated this year, a maximum 17 years remained to finance the improvements and suggested an approach to local lenders as potential purchasers of NID obligations.

The eight item of discussion involved the mechanics of the PPI Grant Program. Mr. Bugalski, as administrator of the program on behalf of the District suggested that a cutoff date for the next round of PPI applications be extended to September 9, 2019. Mr. Sanders asked applications from business owners were forthcoming. Mr. Bugalski admitted that problems have been experienced generating interest in the PPI program and associated applications. Megan Schmitt, offered to post information on social media promoting the PPI Grant Program and Michelle Greenwell offered to talk with individual property owners in the downtown area. The Chair suggested that signs could be placed in windows of existing projects identifying “Downtown Community Improvement District PPI Grant Program” as the source of funds. Following brief discussion Legal Counsel was directed to include an obligation to post such a sign during the pendency of PPI projects in future PPI agreements. It was also suggested that a ribbon cutting ceremony attend completion of each individual project.

The ninth item of discussion centered on review of an application by Noviqu under the Leasing Assistance Program approved by the Board and administered by MAEDC. Mr. Bugalski reported that this lease is for 208 W. Reed Street and the business is struggling with rent payment. After some discussion the Board approved the application involving payment of one half of the rentals for a 6 month period with a commitment from the recipient to maintain business operations for one year. Recipient businesses should also be required to place a sign at the premises stating, “Growing with the Depot District” or similar. Legal Counsel was directed to provide a template Leasing Assistance Program agreement using the recipient for this business and to forward same to Mr. Bugalski.

ADDITIONAL MATTERS:

No additional matters required the attention of the Board.

A motion was then made by Mr. Bugalski and seconded by Mr. Sanders to adjourn the meeting.  Ayes: Crane, Bugalski, and Sanders.  Nays: None. Meeting adjourned at 4:45 p.m.

The next regular meeting of the Board is tentatively scheduled for Wednesday, September 18, 2019 at 3:00 p.m. in the conference room at City Hall.

Respectfully Submitted: Shirley Olney, Assistant Secretary
August 21, 2019