

MEETING SUMMARY

SPECIAL BUSINESS DISTRICT ADVISORY BOARD

Thursday, December 2, 2021, 8:30 AM

Conference Room A, City Hall

200 N. Second Street, Saint Charles, Missouri

Members Present:

Randy Schilling – Chair

Joe Ancmon

Keith Lester

Susan Berthold

Greg VanWyk

Staff Members Present:

John Boyer, Planning Manager

Zach Tusinger, Planning Director

Bob Bettis, Preservation Planner

Officer James Tipton, Police Department

Members Absent: Marie Powers, Christopher Kyle

Public: Robert Palleja, Kat Smith

Call to Order and Call the Roll - Randy Schilling called the meeting to order at 8:30 a.m. Five members were present, enough for a quorum.

Pledge of Allegiance - Randy Schilling led the Pledge of Allegiance.

Minutes - Keith Lester made a motion to approve the minutes from the November 4, 2021 meeting. Susan Berthold seconded the motion. All were in favor (5-0)

Correspondence – None

Police Report for Main Street

Officer James Tipton was present, provided a report, and said overall the street is doing well in terms of criminal issues. The discussion turned to the closure of Main Street for Christmas Traditions. In the future, the merchants and building owners want a larger input in the decision to close the street. The members of the Board are split in their opinion if the closure helps or hinders sales. There is a consensus that merchants on North Main do not want their end closed. Officer Tipton stated he would pass along the Board's concerns to the Chief. Visitor Robert Palleja stated that South Main is impacted significantly more than South Main and voiced his opposition to the closure. Kat Smith asked that a schedule of street closures in general should be publicized better. Staff will speak with the CVB about this for the next SBD meeting.

Report from CVB Representative - There was not a representative from CVB present.

Visitor's Comments - The visitors spoke throughout the meeting during the various items.

Budget - John Boyer presented the monthly budget for review and approval. Mr. Boyer mentioned that the budget for the coming year would potentially be running at a slight deficit and advised the Board that future spending in the coming few years might need to be revisited to ensure the Board has enough money for annual allocations. The Board discussed that it would be best to make sure the reserve fund stays around \$56,000. All were in favor (5-0) Susan Berthold made a motion to approve the monthly budget as submitted. Greg VanWyk seconded the motion. All were in favor (5-0).

Funding Requests - None

Forget Me Not Park - Joe Ancmon and provided an update. There are still two benches to be installed and Droste will do so once they are delivered. Most, if not all, of the bench sponsorships have been sold. Brick sales are ongoing and happening at a brisk pace. As of right now if you wish to place chess you need to bring your own pieces. The idea of keeping sets of chess pieces at adjacent businesses was discussed.

Main Street America PEP Grant Program

Randy Schilling updated the Board. He stated Keith Winge with Missouri Main Street Connection would be setting up meetings with stakeholders in the New Year. This will be a two-year process and at least eight meetings will be held. John Boyer will verify an invoice and pay out the allocated money soon. Mr. Ancmon wants to know what overlap, if any, there will be with marketing with any new organization and the CVB?

Snow Contract - Susan Berthold verified that the current contract allotment is not to exceed \$16,000.

Flowers on Main Street

Joe Ancmon mentioned that a few junipers are missing in the colonnade area near his business. Randy Schilling offered to buy spare plants for the street so they can be replaced as needed.

Trash Can Repair

Susan Berthold provided an update on her discussion with Lavy's Welding. Bob Bettis will coordinate with Lavy's to get the three broken doors that are being stored in the City Hall garage. Lavy's plans on conducting the repairs early in the morning to avoid pedestrian traffic. The trashcans behind Randy's building can also be repaired by Lavy's. \$650 has been allocated for that job. Staff will coordinate with Public Works to decide on the placement of the older cans in the parking lots along Riverside Drive.

Billboard Advertising- Board Members asked if the CVB is still advertising Main Street, which they are. The Chamber of Commerce has yet to provide a bill for \$1,000 for their advertising space featuring Main Street. The SBD Board previously allocated up to \$3,000 for advertising. Any unspent money will be moved back to the reserve fund.

Boone's Lick Covered Wagon

Susan Berthold has been working with Jill Ryan at Grateful Thread Interiors on a possible new canvas for the wagon. A new canvas would cost \$1,600. The Board discussed if it was appropriate in general to allocate SBD funds for projects outside of the defined area of the district. It was decided that volunteers be sought to do the repairs instead of spending SBD funds at this time.

Great Rivers Greenway Trail – Randy Schilling wants to know if federal infrastructure money can be used to pave the Katy Trail from Page to ACF in order to provide better bike access to the city and Main Street specifically. Director Tusinger will look into the idea and speak with the administration.

New Business – Kat Smith asked what the status was on the brick wall repair near the colonnade restrooms. John Boyer will contact Public Works. Replacement of missing trees along Main Street was discussed. Staff reminded the Board that they would need to pay for any new tree. Public Works would possible provide labor.

Other Information from Staff – Staff asked about the January meeting. At the time, the Board was unsure if one would be held. Staff will contact the members of the Board in a week to verify.

Report from City Council Liaison – Councilman Kyle was not present for the meeting

Adjournment - Susan Berthold made a motion to adjourn. Keith Lester seconded the motion. The meeting adjourned at 9:40 a.m.

Randy Schilling, Chair

Date