

**Tower Grove South Concerned Citizens SBD
Monthly Board Meeting Minutes
Monday, July 15, 2019**

Location: St. Paul United Church of Christ
Begin Time: 6:45 PM
End Time: 9:00 PM

Commissioners Present: Kathryn Heitzenroeder (Chair), Deborah Cohen, Katy Shackelford
Commissioners Absent: Julien Marin-Couilloud, David Allen
There was not a Quorum
Guests in Attendance: Trevor Russel (City Wide Security), Gary Newcomer (ex-Board member), Terry Hoffman (Business Manager), Eric Cenag (prospective Board member), Bill Clendenin (Soulard Camera Program Coordinator)

I. Welcome

II. CWS Report

- Trevor Russel from City Wide Security (CWS) gave an update regarding patrols in the district.
- Activities of note:
 - Assault 1st degree (shooting) ... multiple incidences
 - Assault (4th)
 - Burglary (2nd) ... 3 incidences (several involving removal of copper piping from residences)
 - Shoplifting
- Reviewed hostage crisis at 3911 Utah (involving SWAT, hostage negotiators, etc.). Suspect eventually apprehended.

III. Business Administrator Report

- YTD budget was presented (through June 30, 2019). YTD spending \$54,212 (\$50,325 being spent on security patrols (which includes 4 weeks of patrols in 2018). At current spend rate for security patrols (approx. \$2,000/week – 6 hour patrols daily), spending on security will be at-budget within 12 weeks. Will need to re-allocate budget amounts at future meeting to maintain current patrol levels. All shifts have been filled for last two invoice periods.
- Other budget amounts will likely need to be re-allocated at future Board meetings to allow for adjustments to planned spending for camera program and security patrols.

IV. Old Business

- Current Board is comprised of 5 members (all property owners). All need to ensure they are sworn-in at City Hall. Still need Board Member representation from two renters.

- Is absolutely critical for all Board members to be present at future meetings (which are always held on the 3rd Monday of each month, 6:45pm, at St. Paul United Church of Christ) in order to maintain a quorum for District business and decisionmaking.
- With the resignation of Gary Newcomer on 5/20/2019, the Board does not have a Secretary. This position needs to be assigned at the next Board meeting.
- K.Heitzenroeder has submitted a request for enhanced pedestrian lighting in the District and the Streets Department has refused (claiming they don't want to be responsible for lights that may potentially shine in resident's homes). She will follow-up with a letter to the Mayor indicating the need for additional/enhanced lighting (will cc Jim Edwards, Megan Green and Steve Conway (Chair of Ways & Means Committee).
- T.Hoffman to get additional pricing for 2-sided signage and present to Board before making final decision on signs.
- No word from Ald. Megan Green re: submission and approval of the 2019 budget and annual report. Both documents were re-forwarded to M.Green in mid-June.

V. New Business

- Bill Clendenin (Soulard Camera System coordinator) was a guest and spoke about several of the key first steps to be taken for camera deployment.
 - Determine potential number of camera locations to maximize investment, impact and exposure.
 - Focus on key hot spot targets and locations within the District. T.Hoffman to schedule meeting with SLMPD and the Real Time Crime Center (RTCC) to review crime stats, maps and to determine optimal locations. Key contacts are Lt. Brent Feig and Sgt. Long.
 - Placement and aiming of cameras at individual sites is critical (site lines, height, etc.) and likely to be adjusted over time.
- Other key points:
 - Will need to issue an RFP for the contracted work to be completed
 - Multiple contractors will likely be needed. One will be the camera tech contract (Soulard utilizes Will Electronics) and one will be an electrician to perform the installation (Soulard uses RJP and Rheinhold).
 - Charter (or other internet provider) is also needed to connect camera to RTCC.
 - Conduct walk-throughs (at each installation site) with camera tech, electrician, and property owner.
 - Genetec software is used to access camera database, infrastructure and library.
 - Will also need liability insurance and property damage insurance
- Net ... camera deployment will be a time-consuming process and one (or more) Board members (or the Business Manager) will need to be intimately involved in every step.

VI. Conclude

- All in favor of adjourning meeting at 9:00 pm.
- Next Board Meeting: Monday, August 19th, 6:45pm, location TBD.

Terry Hoffman

8/19/2019

Submitted by Terry Hoffman (in absence of Secretary).