

**Tower Grove South Concerned Citizens SBD  
Monthly Board Meeting Minutes  
Monday, January 20, 2020**

Location: St. Paul United Church of Christ

Begin Time: 6:45 PM

End Time: 9:00 PM

Participant	Attendance	Participant	Attendance
Kathryn Heitzenroeder, Chair	X	Deborah Cohen, Treasurer/Vice Chair	X
Katy Shackelford, Secretary	X	Commissioner, Vacant	
David Allen, Commissioner		Carrie Kohler, Pending Commissioner	X
Commissioner, Vacant		Terry Hoffman, Business Manager	X
Trevor Russel, CWS	X		

Guest: Jack Uxa, Frank McLean

A quorum was met.

**I. Welcome**

**II. Approval of Previous Minutes:**

Minutes from September and November were presented to the commission.

MOTION TO APPROVE THE MINUTES WAS MADE BY DEBORAH. THE MOTION WAS SECONDED BY KATHRYN. ALL COMMISSIONERS VOTED IN FAVOR. NONE OPPOSED. THE MOTION PASSED.

**III. CWS Report**

Trevor Russel presented a report of criminal activity since the last meeting. He noted it was a light month. He reported that the number of events are average for reporting period. A potential contributing factor may be weather. New vehicle magnets arriving 2/21, and new car (blue) is operational. Deborah explained to the guest how the district has been divided into four quadrants to allow for a more focused approach.

**IV. Business Administrator Report**

Terry Hoffman provided a business report through January 2020. Terry was able to track the history of commissioners to with correct start/end terms and registrations. Katy Shackelford has been reinstated active until December 31, 2020. Katy needs to revisit City Hall and be sworn in again.

Terry distributed the year end budget from 2019. \$70,450 is the carryover from FY19 to FY20. He reported that the commission was over budget on security patrol spending as a result of

increased cost of the service at the end of the year. He reported CWS continues to have difficulties filling shifts, but the increase pay rate should encourage. Terry reported that the audit revealed all bank statements align with year end budget.

Terry distributed the budget as of Jan 2020. There is no word from Alderwoman Greene on if the budget was approved. We have not distributed our disbursement vouchers yet. To date: the budget reports \$12,000 spent on security patrols which aligns with amount in the bank.

Terry distributed drafts of the 2019 Annual Report of the TGSCCSBD.

MOTION TO APPROVE THE 2019 ANNUAL REPORT WAS MADE BY DEBORAH. THE MOTION WAS SECONDED BY KATHRYN. ALL COMMISSIONERS VOTED IN FAVOR. NONE OPPOSED. THE MOTION PASSED.

Terry will provide a PDF of the Annual Report to Alderwoman Greene and post on the website.

#### V. Old Business

Last meeting the commissioners agreed to share documents through googledocs. Terry shared the explanation of the file structure within the shared drive. Katy requested that Terry password protect these files and share with board members. Moving forward, monthly budget will now be included in the minutes.

Terry will have a draft RFP for the camera for the March 2020 meeting. These cameras will be linked to the real time crime center.

Katy shared the evaluation of camera locations. Site 1, 2, 4, and (6 OR 7) locations would recommend public buildings (firehouse, public library, and church). Kathryn would like to find a way to monitor the area at Gravois Plaza. Katy will send aerials to Terry with addresses of the proposed sites.

Deborah reported on lighting effort. The SBD wants to increase lighting in the district to make the area more walkable. Deborah asked if there was a lighting study for the ward. City has contracted with outside organizations to offer better lighting in downtown. Deborah has not contacted the company that performs lighting analysis/work. Kathryn would like to pursue additional lighting.

Deborah reported that she talked to neighborhood stabilization officer. Deborah asked Kathryn to send the locations of trees that need trimming so she could inform the neighborhood stabilization officer. 3901 Parker was reported.

#### VI. New Business

Commissioners were encouraged to continue recruiting new members. It was recommended that open positions be posted on social media.

#### VII. Public Comment:

Jack recommend a camera be located at Taco Bell. It was also recommended to place cameras at streets with high traffic. Jack mentioned that there is a Southside Newspaper in which a recent issue provided detailed analysis of St. Louis homicides. He asked that commissioners contact him if they cannot find the article.

VIII. Adjournment

MOTION TO ADJOURN WAS MADE BY KATY. THE MOTION WAS SECONDED BY DEBORAH. ALL COMMISSIONERS VOTED IN FAVOR. NONE OPPOSED. THE MOTION PASSED.

Submitted by Katy Shackelford

Next meeting March 16, 2020.

Suggested topics for next meeting: RFP, Alternative lighting, invite Shawn Spencer from TGCDC—request an agenda, recruiting new members, review the website. Review paperwork due for reporting.

*Kathryn Shackelford*

Signed 2/11/21