

**Tower Grove South Concerned Citizens SBD
Monthly Board Meeting Minutes
Monday, August 17, 2020**

Location: Zoom
Begin Time: 6:45 PM

Participant	Attendance	Participant	Attendance
Kathryn Heitzenroeder, Chair	X	Deborah Cohen, Treasurer/Vice Chair	X
Katy Shackelford, Secretary	X	Commissioner, Vacant	--
Lauren Pyatt, Commissioner	--	Carrie Koeller, Commissioner	--
Commissioner, Vacant	--	Terry Hoffman, Business Manager	--
Trevor Russel, CWS	X		

A quorum was not met.

- I. Welcome
- II. CWS Report
 - Trevor reported that it has been an active month. Criminal activity was concentrated around the Walgreens. Total activity appeared to be normal for the time of year. Crimes reported included domestic disturbances and an abandoned vehicle. Kathryn report that the Taco Bell, KFC, and Gas station have been working together to coordinate efforts to reduce crime at the corner of Grand and Gravois. She does not believe their cameras reports to real time crime center. Those businesses appear to be open to coordination. Trevor reported that police have returned to their normal 8-hour shifts following a modified schedule for part of July. Deborah noted that night patrols appear to be understaffed. Trevor reported that it is difficult to fill night watch. Trevor will review the available reports to determine what times crimes are being reported and will check Michelle to inquire if there is staff available to work overnight hours. Kathryn requested that more attention to be during the 5-7 am. It was reported that Annual meeting will be remote. Trevor asked if we doing anything different? Kathryn will provide him more details when more information becomes available.
- III. Approval of Previous Minutes
 - A quorum was not met. Minutes were tabled until the September meeting.
- IV. Business Administrator Report
 - Terry reported that the audit is underway. An update of the audit process can be discussed at the annual meeting.
 - Terry reported that he will be submitting the next voucher for disbursement for \$2,900.
 - Terry reported that the Camera RFP was posted on August 9th. Responses are due back on Aug 31. Terry reported that he directly solicited responses from 9-10 companies. One email was returned undeliverable. Once company has requested a walk through the

neighborhood. Deborah reported that she will escort the company through the neighborhood.

V. Old Business

- Summons – Kathryn reported that she spoke with Mickey regarding information requested during the summons. Katy suggested that the larger number of files be shared using WeTransfer or a thumb drive. Summons request.
- Lighting – Deborah reported that Labyrinth walked the district to map the light conditions. They did not perform a light study because they did not know where to stand in relation to the light poles. Labyrinth recommended that new lighting be installed at the corner of McDonald and Roger and progress to the east and south by blocks. Kathryn asked if the catchment area include Grand Blvd. It was not clear what jurisdiction the lights fall under. Deborah reported that Labyrinth identified are 182 total lights in the TGSCCSBD. Of that count, no lights on Gravois were included. If light fixtures from Grand Blvd are included, the total number of fixtures rises to 202. At the time of the last lighting upgrade, the City charged the neighborhood for 255 fixtures. Deborah reported that the Director of Streets Department has stated that Labyrinth is not authorized to use their fixtures in the residential neighborhoods. Deborah reported that a meeting is schedule between the Chief Technology Officer and the Director of the Streets Department on August 17, 2020. Kathryn mentioned she is drafting an email to Lashley and Bear (lawyers) and will attempt to contact them the next day. In the interim, Kathryn has made a sunshine request for the light information.

VI. New Business

- Virtual Meeting --Deborah asked that Katy generate the zoom link for the meetings at least one week in advance.
- Annual Meeting --The annual meeting is scheduled for the 3rd Thursday in October (10/15/20). The meeting will be virtual, and a recording will be made available on the website. An ad must be placed in the legal section of the paper. In addition, the meeting should be promoted on social media and the website. Kathryn will draft an agenda for the Annual Meeting to review at the September meeting.

VII. Adjournment 8:30 PM

Submitted by Secretary Shackelford for approval 9/21/20

