

**Tower Grove South Concerned Citizens SBD  
Monthly Board Meeting Minutes  
Monday, September 21, 2020**

Location: Zoom  
Begin Time: 6:45 PM

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

Attendance: Rene Vega

**I. Welcome**

**II. CWS report**

- Trevor reported that current crime numbers are consistent with previously years.
- Commissioners asked that patrols monitor the situation at 3500 Spring and 3700 Bamberger. There are concerns that activity in that area is increasing.
- Notable instances during the period include a suspicious person who was reported which resulted. The suspect eventually left the house peacefully.
- Rene asked for date of last hostage situation. Trevor reported August 24<sup>th</sup> at 2 AM.
- Commissioners reported that street racing can be heard nightly. Trever said to report all instances to the police.
- Commissioner Koeller reported an abandoned vehicle at Fairview and Roger.
- Commissioner Cohen reported activity at 3939 Fairview. Trevor reported the house was being monitored by the anti-crime division.
- Rene asked for clarification on when abandoned cars could be towed. Trevor reported the vehicle has to be a safety or health hazard. Typically there is a 30 day period between the notice and the removal of the vehicle.

**III. Approval of July and August Minutes**

Secretary Shackelford presented the July and August Minutes.

COMMISSIONER COHEN MOTIONS TO APPROVE, COMMISONER HEITZENROEDER SECONDS.

Participant	Support	Oppose
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Kathryn Heitzenroeder, Chair	X	
Katy Shackelford, Secretary	X	
Laurent Pyatt, Commissioner	X	
Carrie Koeller, Commissioner	X	
Deborah Cohen, Treasurer/Vice Chair	X	

MOTION PASSES

**IV. Business Administrator Report**

- August financial have not changed. We did submit our disperment and received 2900. That was deposited one week ago and will update K4 . Not much changes in revenue. From expense. We are now through the end of august, \$10k over budget from Security Patrols. That is expected. Not a surprise, that number would be higher if we were able to fill every shift. Net revenue is almost \$95,000 we are in snyc and aligned with income vs bank statement. We have not paid auditors fee? Likely two payments at half way, and one at completion.
- Terry reported that the audit is moving slowly but still progressing.
- Commissioner Heitzenroeder asked if Commissioner Cohen’s name had been added to the bank account. Terry reported this hasn’t taken place. It was requested that this action take place before the next Commission meeting.
- Terry reported that the commission will not be requesting any changes to the tax rate for the 2021 year.

**V. Old Business**

**Camera RFP**

- Terry reported that he has scheduled a walk through with the Church within the week to evaluate the site. A meeting with the property owner at 3800 McDonald is also being coordinate. Terry will provide follow up reports to these meetings.
- Rene asked why Terry was visiting the sites. Terry responded it is a visit to see the availability of camera installations that connect to the real-time crime center.
- Commissioner Koeller asked that the Grey Fox or 3801 Fairview be considered as another potential location as the owner/operator of the laundromat has not returned communication.
- Commissioner Cohen reported that she performed a site visit with Will Electronics. She reported that cameras would be facing multiple directions at the church location and other locations would focus primarily on intersections.
- Commissioner Koeller asked if these sites would overlap viewsheds. Terry reported that the cameras have a clear view for about ½ of a block based on his experience in Soulard.
- RJP and Will Electronics also helped install cameras in Soulard.

**Lighting Update**

- Commissioner Cohen reported the project has been stalled.

**L&B Legal Team Response**

- Commissioner Heitzenroeder reported that she had received no responses to date. She reported she was waiting on the results of a sunshine request with the City of St. Louis and that the city had exceeded their allotted time. The City made note that they were unaware of the issue and Commissioner Heitzenroeder submitted copies of emails

**VI. New Business**

**October Annual Meeting**

- Terry provided a draft of the annual meeting. He noted that the Commissioners could make comments, provide review and review throughout the month.

**Community Survey**

- Commissioner Shackelford presented a draft community survey based on a Neighborhood Safety Survey provided by the National Center for Crime Prevention. She suggested this survey ben issued annually to help guide the commission’s actions and identify opportunities and challenges within the neighborhood.

COMMISSIONER PYATT MOTIONS TO APPROVE, COMMISONER HEITZENROEDER SECONDS.

Participant	Support	Oppose
Kathryn Heitzenroeder, Chair	X	
Katy Shackelford, Secretary	X	
Laurent Pyatt, Commissioner	X	
Carrie Koeller, Commissioner	X	
Deborah Cohen, Treasurer/Vice Chair	X	

MOTION PASSES

Commissioner Cohen asked to add question specifically y about neighborhood lighting.

**VII. Adjournment 8:11 PM**

**Submitted by Secretary Shackelford for approval 1/18/21**

