

PUBLIC MEETING NOTICE

CENTRAL CITY ECONOMIC DEVELOPMENT SALES TAX BOARD

A public meeting of the Central City Economic Development Sales Tax Board will take place at the following place and time:

Tuesday, May 2, 2018

12:30 pm – 2:30 pm

Bruce Watkins Cultural Center

3700 Blue Parkway, Kansas City, MO 64130

For the purposes of taking up the following matters:

Agenda

- I. Call to order
- II. Discussion of Strategic Goals and Priorities
- III. Other Business
- IV. Adjournment

Additional Business

- There may be general discussion of matters related to the Central City Economic Development Sales Tax.
- Pursuant to subsection (1) of Section 610.021 of the Revised Statutes of Missouri, there may be a closed session to discuss legal matters, litigation or privileged communications with attorneys.

Any person with a disability desiring reasonable accommodation to attend this meeting should contact the City's 311 Action Center at (816) 513-1313 or send an e-mail to meg.conger@kcmo.org at least 24 hours prior to the meeting.

CENTRAL CITY ECONOMIC DEVELOPMENT SALES TAX BOARD
MEETING MINUTES

Meeting Date/Time/Location: Tuesday, April 10, 2018
8:30 p.m.
Mohart Multipurpose Center
3200 Wayne
Kansas City, Missouri

Members Present: Herbert Hardwick
Donna Wilson
Ron Finley
Melissa Patterson-Hazley

Members Absent: Keith Brown

- A. The meeting was called to order by the Chairman, Herbert Hardwick at 8:40 am. The Board reviewed the minutes and there was one correction to the minutes. Board Member Hazley moved approval of the minutes, and Donna Wilson seconded. All Board members present voted in the affirmative.
- B. **Treasurer Report.** Mr. Ron Finley, Treasurer gave a financial report to the Board. As of March 31, 2018, collection for the Central City Economic Development Sales Tax District was \$3,348,715.00.
- C. **Funding Ordinance for Central City Economic Sales Tax District ("District").** Chairman Hardwick asked Mr. Ron Finley to give a report on the Status of the Ordinance NO. 180166, As Amended ("Ordinance"). Mr. Finley indicated that the approved Ordinance addressed the debt retirement issue and included City Planning and Development as the Requisitioning Department. Mr. Hardwick thanked Mr. Finley and Mr. Randy Landes with the Financing Department and team for working with the Board to get the Ordinance approved.

D. Personnel Subcommittee Report. Mrs. Melissa Patterson-Haley reported on the status of the employment process. Mr. Hardwick, Mrs. Melissa Patterson-Hazley, Jennifer Tidwell, Diane Brinkley, Mr. Gary O'Bannon, Director of Human Resources met regarding the personnel options associated with hiring two staff persons to assist the Central City Economic Development Sales Tax District Board, and the process for the Human Resources Department to assist with the hiring of the proposed staff.

Mr. Randy Landes indicated to the Board that the reporting structure for the proposed staff could be handled in a number of different ways. Mr. Landes gave a description of Alt Cap in which they were originally employees of the City and transitioned to an independent agency. Ms. Tidwell also gave the example of Land Trust which has a Board similar to District Board, however, employees are hired by the City of Kansas City but still follow the policy direction of the Board. Mr. Finley indicated he would like to see a clear line of supervision with personnel so the Board could be good stewards of the public funds.

Mrs. Patterson Hazley indicated that the Board should hire an Executive Director so there should not be an issue with supervision because of the quality and level of the position. Mr. Finley indicated there would have to be a probation period for this type of person.

Mr. Hardwick indicated it may be prudent for the Board to start out with the option of a Contract Person employed by the City and similar to the Alt Cap model in the short term in order to move the process forward in a timely manner, and the Board could work to have employees independent at some time in the future.

Mrs. Melissa Patterson Hazley disagreed with the model and indicated it is important to set the tone and culture of how the Board will operate from the beginning by being independent of the City.

Mr. Ron Finley motioned to go into closed session to discuss a legal matter pursuant to RSMo §610.021(1), and the motion was seconded by Melissa Patterson Hazley. The Board members voted pursuant to roll call vote: Finley (aye), Hardwick (aye), Patterson Hazley (aye), and Wilson (aye), and the motion was approved.

CLOSED SESSION WITH BOARD AND ATTORNEY BRIAN RABINEAU.

The Board reconvened in Open Session. Ms. Wilson left the meeting.

- E. **Application Process.** The Board discussed the final Application Form that was included in the Board packet. Mr. Finley requested Jennifer Tidwell to contact the City Communications Department to ensure that there is adequate outreach regarding the application release, and recommended a mid-May timeframe. Mr. Finley asked to have information by the next Board meeting so the Board is able to communicate the timing for the application release, and any other media reports the Board would like to report out to the group.
- F. **Website RFP/Communications Plan.** The Board discussed the procurement process for the website. Mr. Finley made a motion to move the procurement process forward for the website. Mrs. Patterson-Hazley seconded. The Board members present voted in the affirmative.
- G. **Policy Matters.** Mr. Hardwick indicated he would like to have a Board Luncheon to discuss the Strategic Plan and the Communication Plan so the Board could announce its strategic objectives and goals by the May 8th Board Meeting. The Board members discussed that they would like to put in place the structure, goals and objectives as it relates to a number of issues such as housing, job creation, commercial and business development, etc. Mr. Hardwick requested Ms. Tidwell to send dates out to see when the Board would be available to meet.
- H. **Discussion of Area Plans In the District.** Mr. Hardwick requested that the City area planners make a presentation on all the plans that bound the District on May 8, 2018.
- I. There was a discussion regarding changing the Board meeting dates because of conflicts with certain community meetings. No action was taken.
- J. Mrs. Melissa Patterson Hazley moved to adjourn. The motion was seconded by Mr. Finley. The motion was approved by voice vote with all Board members voting in the affirmative. The meeting was adjourned at 11:10am.
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**Central City Sales Tax Fund 2200
Comparison of Revenues, Expenditures
and Change in Fund Balance**

	Actual FY 2017-18	Amended¹ FY 2018-19	Activity to Date² FY 2018-19
Beginning Fund Balance	\$0	\$4,148,631	\$648,631
<i>Reserve for Encumbrances</i>	-	-	-
<i>Prior Year Adjustments</i>	-	-	-
Revenues			
Sales Tax	4,148,631	10,450,000	-
Sales Tax - Redirections	-	-	-
Revenues Total	\$4,148,631	\$10,450,000	\$0
Expenses			
Wages	-	133,057	-
Insurance-Health	-	13,021	-
Pension	-	16,839	-
<i>Salary and Wages Subtotal</i>	-	<i>\$162,917</i>	-
Computer Systems Development	-	130,000	-
Professional Services Not Otherwise Specified	-	9,835,083	-
Construction by Contractor	-	2,790,000	-
Contracts with Non-Municipal Agents	-	1,000,000	-
<i>Contractual Services Subtotal</i>	-	<i>\$13,755,083</i>	-
General Office Supplies	-	32,000	-
<i>Commodities Subtotal</i>	-	<i>\$32,000</i>	-
Expenses Total	\$0	\$13,950,000	\$0
Surplus (Deficit)	\$4,148,631	-	-
Ending Fund Balance	\$4,148,631	\$648,631	\$648,631

Footnotes:

1. Reflects FY 19 Approved and FY 18 reappropriation
2. Prepared May 2, 2018; reflects Actual FY 18 revenue above estimated amount