

Old Webster Special Business District Advisory Commission
MEETING MINUTES
APPROVED

MEETING DATE: Tuesday, February 22, 2023
 LOCATION: City Hall & Zoom
 CALLED TO ORDER: 8:03 AM
 MEETING ADJOURNED: 9:38 AM
 NEXT MEETING: Tuesday, March 28, 2023

NAME	PRESENT	ABSENT
Ron Clipp, Chair	X	
Tim Delanty	X	
Bill Newhouse	X	
Stacie Swederska	X	
Dan Warner	X	
Karen Drexler	X	
David Smith	X	
Vacancy		
Vacancy		
Emerson Smith, Council Liaison		X
Eric Peterson, City Liaison	X	

Also, in attendance:
 Joe Rath – Former Commission Member
 Sgt. Jason Flanery – Webster Groves Police Department
 Fran Sudekum – Administrative Support

Approval of Minutes

A motion to approve the November minutes was made by David Smith, seconded by Dan Warner, and was unanimously approved.

Decorative Rooftop Lighting

- Quotes from Summit Electric, Streib Company, and McLaughlin Electrical Services for 79 North Gore and 220 W Lockwood are expected by the end of the day today, February 22. Eric Peterson will email the quotes to Commission Members.

FY24 Budget Discussion

- **Preliminary FY24 Budget Figures** – Commission Members reviewed the “bare bones” preliminary budget for Old Webster (See Appendix A) covering a line-by-line breakdown of revenue and expense categories used as the starting point to discussions. The District’s current fund balance is approximately \$102,000. Category 830 Advertising covers multiple items of advertising and sponsorships. Commission Members discussed reducing the façade lighting figure down to \$5,000, raising the sponsorship figure for Jazz Fest to \$5,000, raising Street Dance to \$4,100, and keeping the WalktoberFest at \$5,000. Possible addition of trash cans was discussed. The pros and cons of the District paying for employee parking was also discussed.

- **Parks Department Services** – The items included in the services the Parks Department performs for the District include full-time salaries, part-time, workers comp, overtime, FICA, and the commodities (soil and plants). The total amount for the three business district for FY24 is estimated to be \$108, 241 if no changes are made to the budget. The Crossroads Business District is considering picking the items performed by the Parks Department on an a la carte basis however, so that figure could change. If that were to occur, the hours associated with the unused items would be backed out of the figures. The pro-rated amount for the Old Webster District for FY24 is estimated at \$43,000 (See Appendix A). Discussion regarding specific services provided by the Parks Department included such items as how many pots of flowers to have in the District, pots vs. baskets, keeping the District clean, having an annual connection of some type with the Parks Department to share the District’s vision and find out what the Parks Department is planning.

Old Webster Summer Night Street Dance

- David Smith volunteered to chair the Street Dance with Joe Rath; Joe cannot be there in the evening, however. Ron Clipp volunteered to handle the clean-up portion.

#314Day #STLMade

- March 14 is 314 Day in St. Louis; the area code for the St. Louis metro area is 314. The day has become a day to focus on St. Louis businesses and products made here. Promotions, events, happenings, are taking place all over the greater metropolitan area; logos, templates, etc. are available on <https://thestl.com/>

City Update

- The Ellenor; a specialty baby boutique is opening in Old Webster in the former KIND soap location.
- A draft of the City Council’s Strategic Plan is on the City’s website.

Next Meeting – Tuesday, March 28, 2023 at 8:00 AM

Adjournment – Meeting adjourned at 9:38 AM.



APPENDIX A

OLD WEBSTER PRELIM BUDGET - FY24

Budget Year 2024

Account	Account Description	2019 Actual Amount	2020 Actual Amount	2021 Actual Amount	2022 Actual Amount	2023 Estimated Amount	2024 Department Entry/Request
Fund 12 - OLD WEBSTER TAXING DISTRICT FUND							
REVENUE							
Department 00 - REVENUE							
<i>PROPERTY TAX</i>							
401	REAL ESTATE TAXES -CURRENT	42,151.57	44,536.54	40,776.44	41,023.00	43,928.00	42,246.00
Budget Transactions							
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>	<i>Total Amount</i>
Department Entry/Request		Est. 3% Increase		1.0000		42,246.00	42,246.00
						Department Entry/Request Totals	\$42,246.00
407	INTEREST ON PROPERTY TAXES	4.40	.00	.00	.04	13.00	.00
		<i>PROPERTY TAX Totals</i>					
		\$42,155.97	\$44,536.54	\$40,776.44	\$41,023.04	\$43,941.00	\$42,246.00
<i>LICENSES</i>							
420	BUSINESS LICENSES	44,527.58	39,741.59	37,812.45	49,799.47	37,000.00	45,000.00
Budget Transactions							
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>	<i>Total Amount</i>
Department Entry/Request		Est. based on 2022 Results		1.0000		45,000.00	45,000.00
						Department Entry/Request Totals	\$45,000.00
		<i>LICENSES Totals</i>					
		\$44,527.58	\$39,741.59	\$37,812.45	\$49,799.47	\$37,000.00	\$45,000.00
<i>OTHER INCOME</i>							
470	INTEREST INCOME	1,695.46	1,693.70	269.90	46.87	238.00	2,000.00
Budget Transactions							
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>	<i>Total Amount</i>
Department Entry/Request		Est. Interest Return from Investment Strategy		1.0000		2,000.00	2,000.00
						Department Entry/Request Totals	\$2,000.00
490	MISCELLANEOUS INCOME	254.12	.00	.00	6,156.81	.00	1.00
		<i>OTHER INCOME Totals</i>					
		\$1,949.58	\$1,693.70	\$269.90	\$6,203.68	\$238.00	\$2,001.00
<i>OTHER FINANCING SOURCES (USES)</i>							
999	OPERATING TRANSFERS OUT	(37,980.00)	(39,322.00)	(43,324.00)	(40,950.00)	(42,644.00)	(43,000.00)
Budget Transactions							
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>	<i>Total Amount</i>
Department Entry/Request		Est. from FY23 Actual		1.0000		(43,000.00)	(43,000.00)
						Department Entry/Request Totals	(\$43,000.00)
		<i>OTHER FINANCING SOURCES (USES) Totals</i>					
		(\$37,980.00)	(\$39,322.00)	(\$43,324.00)	(\$40,950.00)	(\$42,644.00)	(\$43,000.00)
Department 00 - REVENUE Totals		\$50,653.13	\$46,649.83	\$35,534.79	\$56,076.19	\$38,535.00	\$46,247.00
REVENUE TOTALS		\$50,653.13	\$46,649.83	\$35,534.79	\$56,076.19	\$38,535.00	\$46,247.00



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Fund 12 - OLD WEBSTER TAXING DISTRICT FUND								
EXPENSE								
Department 01 - GENERAL GOVERNMENT								
Program 77 - OLD WEBSTER								
<i>MATERIALS & SUPPLIES</i>								
730	OPERATIONAL EQUIPMENT	.00	.00	.00	.00	17,801.00	.00	
	<i>MATERIALS & SUPPLIES Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$17,801.00</u>	<u>\$0.00</u>	
<i>CONTRACTUAL SERVICES</i>								
803	PROFESSIONAL SERVICES	.00	.00	.00	.00	6,000.00	6,000.00	
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Department Entry/Request Admin Support					12.0000	275.00	3,300.00
	Department Entry/Request OWTA Admin Support					12.0000	150.00	1,800.00
	Department Entry/Request Special Events - Admin Support					1.0000	900.00	900.00
								<u>Department Entry/Request Totals</u>
								<u>\$6,000.00</u>
810	DISPOSAL SERVICES	.00	.00	.00	.00	2,800.00	2,616.00	
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Department Entry/Request Recycling Services					12.0000	218.00	2,616.00
								<u>Department Entry/Request Totals</u>
								<u>\$2,616.00</u>
814	LAND RENTAL	.00	.00	.00	.00	19,000.00	17,428.00	
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Department Entry/Request Employee Parking - Congregational Lot 80%					12.0000	1,029.00	12,348.00
	Department Entry/Request Employee Parking - Moody Lot 50%					12.0000	340.00	4,080.00
	Department Entry/Request Employee Parking - Renegotiation Reserve (for possible increase)					1.0000	1,000.00	1,000.00
								<u>Department Entry/Request Totals</u>
								<u>\$17,428.00</u>
823	STREET LIGHTS	.00	.00	.00	.00	1,400.00	1,500.00	
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Department Entry/Request Electricity for Lights					12.0000	125.00	1,500.00
								<u>Department Entry/Request Totals</u>
								<u>\$1,500.00</u>
830	ADVERTISING	.00	.00	.00	.00	30,000.00	21,000.00	
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Department Entry/Request General Advertising					1.0000	700.00	700.00



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Fund 12	OLD WEBSTER TAXING DISTRICT FUND						
EXPENSE							
Department 01 - GENERAL GOVERNMENT							
Program 77 - OLD WEBSTER							
<i>CONTRACTUAL SERVICES</i>							
	Department Entry/Request Holiday Advertising					1.0000	4,500.00
	Department Entry/Request Jazz & Blues Festival Sponsorship					1.0000	3,500.00
	Department Entry/Request PaintWebster Sponsorship					1.0000	200.00
	Department Entry/Request Street Dance Sponsorship					1.0000	3,800.00
	Department Entry/Request WalktoberFest Sponsorship					1.0000	5,000.00
	Department Entry/Request WKT Advertising Package					1.0000	3,300.00
							Department Entry/Request Totals
							\$21,000.00
851	CONTRACT AREA MAINTENANCE	.00	.00	.00	.00	.00	15,000.00
<i>Budget Transactions</i>							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	<i>Transaction</i>						<i>Total Amount</i>
	Department Entry/Request Facade Lighting Program					1.0000	15,000.00
							Department Entry/Request Totals
							\$15,000.00
	<i>CONTRACTUAL SERVICES Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$59,200.00	\$63,544.00
<i>CAPITAL OUTLAY</i>							
901	OPERATIONAL EQUIPMENT	.00	.00	.00	.00	2,380.00	.00
	<i>CAPITAL OUTLAY Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$2,380.00	\$0.00
	Program 77 - OLD WEBSTER Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$79,381.00	\$63,544.00
	Department 01 - GENERAL GOVERNMENT Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$79,381.00	\$63,544.00
Department 05 - PLANNING & DEVELOPMENT							
Program 50 - OLD WEBSTER TAXING DISTRICT							
<i>MATERIALS & SUPPLIES</i>							
701	MISCELLANEOUS	4,500.00	.00	.00	505.00	.00	.00
730	OPERATIONAL EQUIPMENT	3,491.98	13,261.50	2,886.13	8,821.54	.00	.00
<i>Budget Transactions</i>							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	<i>Transaction</i>						<i>Total Amount</i>
	Department Entry/Request Trash Cans					4.0000	.13
							Department Entry/Request Totals
							\$1.00
	<i>MATERIALS & SUPPLIES Totals</i>	\$7,991.98	\$13,261.50	\$2,886.13	\$9,326.54	\$0.00	\$0.00
<i>CONTRACTUAL SERVICES</i>							
803	PROFESSIONAL SERVICES	4,366.00	3,016.00	5,488.62	5,563.51	.00	.00
810	DISPOSAL SERVICES	1,419.82	1,487.87	1,594.79	2,074.87	.00	.00
814	LAND RENTAL	12,780.00	13,204.55	13,226.28	15,135.75	.00	.00



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Program 50 - OLD WEBSTER TAXING DISTRICT																																							
<i>CONTRACTUAL SERVICES</i>																																							
823	STREET LIGHTS	1,171.77	1,149.79	1,147.87	1,148.23	.00	.00																																
830	ADVERTISING	21,309.33	19,012.43	24,567.49	17,161.58	.00	.00																																
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Budget Transactions</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>Level</th> <th>Transaction</th> <th></th> <th></th> <th>Number of Units</th> <th>Cost Per Unit</th> <th colspan="2">Total Amount</th> </tr> </thead> <tbody> <tr> <td>Department Entry/Request</td> <td>Trade Association Open House</td> <td></td> <td></td> <td>1.0000</td> <td>.50</td> <td colspan="2">1.00</td> </tr> <tr> <td colspan="6"></td> <td>Department Entry/Request Totals</td> <td>\$1.00</td> </tr> </tbody> </table>								Budget Transactions								Level	Transaction			Number of Units	Cost Per Unit	Total Amount		Department Entry/Request	Trade Association Open House			1.0000	.50	1.00								Department Entry/Request Totals	\$1.00
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Level	Transaction			Number of Units	Cost Per Unit	Total Amount																																	
Department Entry/Request	Trade Association Open House			1.0000	.50	1.00																																	
						Department Entry/Request Totals	\$1.00																																
851	CONTRACT AREA MAINTENANCE	.00	.00	.00	325.00	.00	.00																																
<i>CONTRACTUAL SERVICES Totals</i>		\$41,046.92	\$37,870.64	\$46,025.05	\$41,408.94	\$0.00	\$0.00																																
<i>CAPITAL OUTLAY</i>																																							
906	CONTRACT CONSTRUCTION	.00	.00	.00	1,792.50	.00	.00																																
<i>CAPITAL OUTLAY Totals</i>		\$0.00	\$0.00	\$0.00	\$1,792.50	\$0.00	\$0.00																																
Program 50 - OLD WEBSTER TAXING DISTRICT		\$49,038.90	\$51,132.14	\$48,911.18	\$52,527.98	\$0.00	\$0.00																																
Totals		\$49,038.90	\$51,132.14	\$48,911.18	\$52,527.98	\$0.00	\$0.00																																
Department 05 - PLANNING & DEVELOPMENT Totals		\$49,038.90	\$51,132.14	\$48,911.18	\$52,527.98	\$0.00	\$0.00																																
EXPENSE TOTALS		\$49,038.90	\$51,132.14	\$48,911.18	\$52,527.98	\$79,381.00	\$63,544.00																																
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Fund 12 - OLD WEBSTER TAXING DISTRICT FUND	Totals	\$1,614.23	(\$4,482.31)	(\$13,376.39)	\$3,548.21	(\$40,846.00)	(\$17,297.00)																																
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REVENUE GRAND TOTALS		\$50,653.13	\$46,649.83	\$35,534.79	\$56,076.19	\$38,535.00	\$46,247.00																																
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