



Economic Development Retail Sales Tax Board
6801 Delmar Boulevard · University City, Missouri 63130 · 314-505-8500 · Fax: 314-862-3168

MEETING OF THE ECONOMIC DEVELOPMENT RETAIL SALES TAX BOARD
VIA VIDEOCONFERENCE
Thursday, August 24 2023.
6:30 p.m.

IMPORTANT NOTICE REGARDING
PUBLIC ACCESS TO THE EDRSTB MEETING & PARTICIPATION

EDRSTB will Meet Virtually on Thursday, August 24, 2023

Observe and/or Listen to the Meeting (your options to join the meeting are below):

Webinar via the link below:

<https://us02web.zoom.us/j/82808081544?pwd=dFY2VlhFYs9JYIExtjR6TFBXSDJ5Zz09>

Passcode: 445862

Audio Only Call

Or One tap mobile :

+13017158592,,82808081544#,,,,*445862# US (Washington DC)

+13052241968,,82808081544#,,,,*445862# US

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 301 715 8592 US (Washington DC) +1 305 224 1968 US +1 309 205 3325 US +1 312 626 6799 US (Chicago) +1 646 931 3860 US +1 929 205 6099 US (New York) +1 719 359 4580 US +1 253 205 0468 US +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) +1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US +1 669 444 9171 US +1 669 900 6833 US (San Jose) +1 689 278 1000 US

Webinar ID: 828 0808 1544

Passcode: 445862

International numbers available: <https://us02web.zoom.us/j/82808081544?pwd=dFY2VlhFYs9JYIExtjR6TFBXSDJ5Zz09>

Citizen Participation

Those who wish to provide a comment during the “Public Comments” portion as indicated on the EDRSTB agenda: may provide written comments to the Deputy City Manager/Dir. of Economic Development ahead of the meeting.

ALL written comments must be received **no later than 12:00 p.m. the day of the meeting.** Comments may be sent via email to: bsmith@ucitymo.org or mailed to the City Hall – 6801 Delmar Blvd. – Attention Brooke A. Smith, Deputy City Manager. Such comments will be provided to the EDRST Board prior to the meeting. Comments will be made a part of the official record and made accessible to the public online following the meeting.

Please note, when submitting your comments, a **name and address must be provided.** Please also note if your comment is on an agenda or non-agenda item, and a name and address are not provided, the provided comment will not be recorded in the official record.

AGENDA

ECONOMIC DEVELOPMENT RETAIL SALES TAX BOARD

1. Roll Call
2. Minutes – May 19, 2022
3. Public Comments – (Limited to 3 minutes for individual's comments, 5 minutes for representatives of groups or organizations.)

*ALL written comments must be received **no later than 12:00 p.m. the day of the meeting.** Comments may be sent via email to: bsmith@ucitymo.org or mailed to the City Hall – 6801 Delmar Blvd. – Attention Brooke A. Smith, Deputy City Manager. Such comments will be provided to the EDRST Board prior to the meeting. Comments will be made a part of the official record and made accessible to the public online following the meeting.*

*Please note, when submitting your comments, a **name and address must be provided.** Please also note if your comment is on an agenda or non-agenda item, and a name and address are not provided, the provided comment will not be recorded in the official record.*

4. Old Business
 - i. LSBD Reimbursement Request – 4/20 Event
Vote Required
 - ii. End-of-Year Reports for FY23
Vote Required
 1. UCIB
 2. Farmers Market
 3. Mannequins in the Loop
 4. Loop Special Business District

5. New Business
 - i. Policy Recommendation – Prohibit Funding of Events Promoting the Use of Marijuana, Cigarettes, and/or Alcohol
Vote Required
 - ii. FY24 Allocations – UCIB and Farmers Market
Vote Required
 - iii. Façade Improvement Program Policy Changes
Vote May Be Required
 - iv. Projects for FY24 – New Applications
Discussion Item

6. Board Member Comments
7. Next Meeting Date – October 5, 2023 at 6:30 p.m. (Tentative)
8. Adjourn

**Economic Development Retail Sales Tax Board
Minutes
May 19, 2022
6:30 p.m.**

The Economic Development Retail Sales Tax (EDRST) Board held a virtual meeting on Thursday, May 19, 2022. The meeting commenced at 6:31 pm and adjourned at 7:16 pm.

Voting Members Present:

Brandon Bradshaw
Brendan O'Brien
Byron Price
Kathleen Sorkin
Cynthia Martin
Matthew Erker

Voting Members Absent:

Matthew Bellows

Council Liaison:

Mayor Terry Crow

Staff Present:

Brooke A. Smith, Deputy City Manager/Dir. of Economic Development
Gregory Rose, City Manager
Sinan Alpaslan

Others attending:

None

Public Comments

No public comments were received ahead of the meeting and there were no attendees.

Mayor Comments

Mayor Crow said the second school board meeting would be George Lenard, representing the two school boards. He suggested everyone go by and take a look at the Market at Olive development, noting that Costco was coming up quite rapidly and that an October opening is likely. Mr. Rose confirmed that Costco was still on schedule for a September/October opening. Mayor Crow said there would also be a music festival on May 28th in The Loop and the Memorial Day run was on May 30th.

Old Business

Administrative Cost Allocation

Deputy City Manager Smith noted that this was a follow up item and there is no action needed. She said the question was at the last meeting whether the 25% administrative cost allocation was based on the fund balance or the annual revenue. She said the City Attorney did do research and the 25% should be based on the annual revenue, so that would change the FY23 administrative cost allocation to \$188,000 and the long-term economic development planning would change to \$150,000. Smith said she did not have exact numbers, but research

has shown that in previous years the city has not always used the full 25% for the admin cost allocation. She said that would lead her to the next item.

Funding of Positions

Smith said that she was requesting two positions and because the city has not traditionally used the 25% cost allocation for admin fees, she would be requesting the funds from the reserves. She referenced the outline for the three positions for Economic Development, including the Director. Mr. Rose stated that the duties listed for the Director was not all of the job duties. Smith noted that as the team begins to work, some of the duties could shift and all staff would have other duties as assigned. She referenced the work plan that was presented and asked if there were any questions.

Byron Price asked if the positions were funded, will their activities center around the two specific areas in the Loop and Olive Blvd. Smith answered that they would focus on those areas but also Economic Development city-wide, specifically business retention and business recruitment. Mr. Rose confirmed this was the intention and noted the beauty of this structure is that the positions have to be justified each year since funding is not coming from administrative allocation, with the exception of the Director position.

Cynthia Martin asked what kind of workforce planning was done and if there is a percentage of time that would be anticipated in each of these areas, focused on each category of activity, and what skill sets are needed. Smith said it was not broken down per percentage, but that she can confirm these two positions would be 100% focused on economic development. She noted the Director position would have other duties, but not the two positions. She said the team would focus on the action items from the Economic Development strategy adopted. She said created and implementing a business retention program would take up a lot of time as it requires boots on the ground to interact with the business in the city. Smith noted that this is a very macro level outline, stating that the HR Director is working to create detailed job descriptions that the City Manager will review and edit as necessary. Cynthia Martin asked how staff came up with the need for two roles. City Manager Rose said what is identified here is just the tip of the iceberg for the Economic Development Strategy. He said there is a concern that we could have overloaded the positions, stating it really won't be known until the positions are in place if they are properly balanced. He noted that the city does not lack for other projects that can be performed and stated the concern may be that we put too many duties on the two positions. He said the approach is what can be afforded at this time, noting that as the University City economy improves, more funding will go into the EDRST fund, but until that time, the recommendation is based on what the fund can afford at this time. Cynthia Martin said she does not question the need for support, she wants to make sure the city gets the right staff with the right skill set. Deputy City Manager Smith said that comes out in the detailed job description as the HR Director will be able to tease out the exact skill set needed to get the duties accomplished. Cynthia Martin asked if Smith was confident she could ask for funding at a certain level without having the job description completed, nothing that more money might be needed. City Manager Rose said that staff looked at the market and the pay for these types of positions. Cynthia said she wanted to make sure that the city is getting the level of expertise that is needed for the deliverables. Mr. Rose said staff is doing what is prudent at this time and will reevaluate as they learn things once the new team members are on board. He said these are very basic steps and as the city gets more experienced, there will be more advanced things introduced. Kathy Sorkin asked how positions are advertised. Mr. Rose answered that there are organizations out there where these positions could be

advertised. Chair Sorkin asked if there is any action to be taken, Smith said yes, action is necessary and referred the Board to the memorandum in their packet. She noted that the ask was for \$180,000 to fund the two positions, to be taken from the reserve fund. Smith noted that this did include the benefits for the positions.

Chair Sorkin called for a motion.

Motioned by Byron Price, seconded by Cynthia Martin to allocate \$180,000 from the EDRST reserve fund to fund the two full-time Economic Development Specialist positions.

Motion carried by voice vote.

New Business

Expansion of Municipal Lot #4

Deputy City Manager Smith stated this item asks the board to receive a presentation on the proposed expansion of Municipal Lot #4. Public Works Director Sinan Alpaslan presented proposal.

Motioned by Brandon Bradshaw, seconded by Byron Price to approve the use of EDRST infrastructure funds to cover the cost of this project, not to exceed \$360,000.

Byron Price asked if the modification of the lot was for a hotel or if it was being modified for more spaces. City Manager Rose said he believes it is both issues, noting that the city wants to be able to accommodate more businesses in the Loop, the hotel being one. The expansion will enable the city to be more effective in recruiting businesses and allow those businesses to meet their parking space requirements. Chair Sorkin added that it was also one of the reasons metered parking was eliminated in the Loop.

Motion carried by voice vote.

Board Member Comments

Chair Sorkin said she was with a group of people that live in University City and none were aware that there was free parking. She said it was suggested that hoods be placed over the meters or other options to emphasize the free parking in the Loop. Deputy City Manager Smith said staff did explore the hoods, but they were very expensive. She said that was why the bright orange stickers were selected. Smith also said she could work with Jessica from LSBD to do another press release.

Deputy City Manager Smith said she wanted to follow up about the Façade Improvement Program. She mentioned previous discussions with the board of changing the requirement that the applicant have the full project amount available. Smith said she went through the current policy and that it is worded that way so there is no need to amend anything.

Chair Sorkin also noted that she saw a tv ad for Mannequins in the Loop and that it was nice seeing the EDRST Funds being put to good use.

Next Meeting Date – July 7, 2022 at 6:30 p.m.

Adjourn

Motioned by Byron Price, seconded by Brandon Bradshaw and carried by voice vote to adjourn at 7:16 p.m.

DRAFT



OFFICE OF THE CITY MANAGER

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8531

M E M O R A N D U M

TO: Members of the Economic Development Retail Sales Tax Board

FROM: Brooke A. Smith, Deputy City Manager/Dir. of Economic Development

DATE: August 22, 2023

SUBJECT: Agenda Item 4(i) – LSBSD Reimbursement Request - 4/20 Event - **Vote Required**

This agenda item asks the Board to review and approve the LSBSD's reimbursement request for their 4/20 Event.

At our last meeting, this Board heard a request from the Loop Special Business District (LSBD) to be reimbursed for the 4/20 Event that was held in April. The LSBSD was approved for \$100,000 for Events and Receptions for FY23. There was hesitation on reimbursing for this event due to it promoting marijuana use. This Board asked to review the expenditures for this event and agree to vote on the matter at a special meeting. The total expenditures for the 4/20 Event is \$24,381.00

Also on hold was reimbursement request for Advertising following a request for LSBSD to amend their expenditure report to specify which events were advertised. This amended report was received on July 21st and included the 4/20 Event. The LSBSD was asked to separate out those expenditures since that matter was still under consideration. They declined and so the Advertising reimbursement request was placed on hold as well. LSBSD was awarded \$17,500 for Advertising in the FY23 budget. The total of the advertising reimbursement request is \$13,488.83 of which \$5,182.48 is for the 4/20 Event.

Recommendation: Motion to recommend the LSBSD be reimbursed for the expenditures associated with the 4/20 Event.

Attachments: Expenditure Report and Supporting Documentation for 4/20 Event
Expenditure Report and Supporting Documentation for Advertising

Economic Development Retail Sales Tax Expenditure Report

Date Submitted: 6/30/2023

Recipient Name: Loop Special Business District

Project: April 22, 2023

Total Amount Requested this report: \$22,869.87

Invoices and/or Receipts Attached: Yes

Submit to:

City of University City
Department of Administration
6801 Delmar Boulevard
University City, MO 63130

Project Name/Number	Description of Services	Amount Requested
LSBD Event – 420 Fest	Security - 4 off duty police officers from 11:30am - 8:30pm	\$1,800.00
LSBD Event – 420 Fest	25 Tables and 100 Charis	\$445.52
LSBD Event – 420 Fest	Contemporary Productions - Aaron Kamm payment 1 of 2	\$3,500.00
LSBD Event – 420 Fest	Contemporary Productions - Aaron Kamm payment 2 of 2	\$3,000.00
LSBD Event – 420 Fest	Portable Water Closet - Portable Restrooms	\$890.00
LSBD Event – 420 Fest	Joy of Pancakes - Pancake Art Demos	\$1,250.00
LSBD Event – 420 Fest	Zi The Mentalist - Magician	\$900.00
LSBD Event – 420 Fest	Gold Star Tie Dye - Tie Dye Reveal	\$500.00
LSBD Event – 420 Fest	Commerce Color - Stage Banners	\$817.00

LSBD Event – 420 Fest	OndBus Audio for Jake’s Leg and Aaron Kamm and the One Drops	\$1,200.00
LSBD Event – 420 Fest	Flux Infernos Fire Performers	\$1,200.00
LSBD Event – 420 Fest	Klance Unlimited - Generator Rental	\$1,012.50
LSBD Event – 420 Fest	Portable Water Closet - Portable Restrooms - ADA & Extra Hand Washing Station	\$385.00
LSBD Event – 420 Fest	Martinez Construction	\$580.00
LSBD Event – 420 Fest	Loop 420 Fest Posters for Businesses	\$70.50
LSBD Event – 420 Fest	Home Depot Tape for Loop 420 Fest vendor sign placement and consumption signs	\$47.32
LSBD Event – 420 Fest	Home Depot Weed Killer	\$129.16
LSBD Event – 420 Fest	Hi Tech Copy Center - No Consumption Signs for Loop 420 Fest	\$568.90
LSBD Event – 420 Fest	Administration Cost for EveAdministration Cost for Event	\$4,573.97
		\$ 22,869.87

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Signature: _____

Title: _____

Office Use

Intake Date: _____

Entered into database: Yes No

Approved: Yes No

Date submitted for payment: _____



Jessica Bueler <jessicabueler@gmail.com>

Security for LSBSD event on 4/22

Jennifer McClain <jmcclain@ucitymo.org>
To: Jessica Bueler <jessica@exploreucity.com>

Mon, Mar 20, 2023 at 5:57 PM

Good Evening,

The following officers will be working the event:

Shawn Whitley

DeAndrew Brown

Alonzo McDaniel

Jarrea Davis-Mitchell

I advised all officers they will be working from 1130 am to 830 pm

If you need anything prior to the event please let me know.

Thank you,

Sgt. McClain,400

From: Jessica Bueler <jessica@exploreucity.com>

Sent: Friday, March 10, 2023 3:38 PM

To: Jennifer McClain <jmcclain@ucitymo.org>

Subject: Re: Security for LSBSD event on 4/22

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

The Delmar is supposed to be 100% opened by 8pm, as according to our permit.

But please let me know if you think that means we should add more time. You would know much better how these things work logistically.

Thanks,
Jessica Bueler

Marketing Specialist



On Fri, Mar 10, 2023 at 3:27 PM Jennifer McClain <jmccclain@ucitymo.org> wrote:

Ok. The officers will need to stay until 830 pm, correct?

Sent from my T-Mobile 5G Device

Get [Outlook for Android](#)

From: Jessica Bueler <jessica@exploreucity.com>

Sent: Friday, March 10, 2023 3:24:47 PM

To: Jennifer McClain <jmccclain@ucitymo.org>

Subject: Re: Security for LSBSD event on 4/22

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Great thank you! Yes, Delmar will be closed from Leland to Limit. We need officers to patrol the area and we need help reopening Delmar at 8 p.m.

The event ends at 7pm, so that gives vendors an hour to remove their items from the street. The entertainment also ends at 7pm, so people will begin to clear out. At 8 p.m we need assistance from the U City police to help the Streets Department open the street.

John Gates will have his trucks blocking traffic on Delmar, so we need assistance from officers to get traffic flowing again when he removes the trucks at 8 pm.

Thanks,
Jessica Bueler

Marketing Specialist



[Quoted text hidden]



5901 Elizabeth Ave.
 St. Louis, MO 63110
 www.weinhardtpartyrentals.com
 314-822-9000 Phone
 314-647-3417 Fax

Status: Reservation

Contract #: 55865-1

Event Beg: Fri 4/21/2023 8:00AM

Event End: Mon 4/24/2023 4:00PM

Operator: DAWN WEINHARDT

Customer #: 65455

University City Loop Special Business Distric 314-585-6331 Phone

P.O. Box 300249

University City, MO 63131

Ordered By: Jessica Bueler 314 585-6331

Salesman: Laura

Delivery Fri 4/21/2023 8:00AM - 12:00PM

Pickup Mon 4/24/2023 7:30AM - 6:00PM

Jessica 314-585-6331
 Tivoli Theater
 6307 Delmar Blvd
 University City, MO 63130

Jessica 314-585-6331
 PICKUP MONDAY OR TUESDAY
 6307 Delmar Blvd
 University City, MO 63130

CALL 30 MINUTES PRIOR

PICKUP MONDAY OR TUESDAY

Qty	Items Rented	Each	Price
24	30" Round Cocktail Wood Table	\$0.00	\$0.00
24	Base for Cocktail Table	\$0.00	\$0.00
24	Tall 42" Cocktail Table Pole	\$7.25	\$174.00
100	Folding: Black Plastic Chair Weinhardt Party Rentals is not liable for damages to floors or surfaces.	\$1.00	\$100.00
1	Standard Delivery - 63130	\$90.00	\$90.00
1	4+ Hour Timed Delivery	\$55.00	\$55.00
1	Deposit Policy Weinhardt Party Rentals requires a cash or credit card deposit to confirm all rentals. Once a reservation is confirmed, no cancellations are allowed without forfeiting the deposit. If the order is cancelled within 48 hours of the delivery or pick up date, the customer is responsible for the full cost of the rental. This includes any cancellation due to COVID-19. All deposits are held separately from the rental total until after the event is over, provided there are no missing items, damages, cancellations or other incidentals, the deposit is fully refundable.	\$0.00	\$0.00
1	Identification Requirements All customers are required to have valid state or government ID when picking up equipment. Customer must be at least 18 years of age with valid state drivers license, state identification card, military ID, or US passport. Any questions please call us at 314-822-9000.	\$0.00	\$0.00
1	C.O.D. Payment Information For delivered or customer pick up orders, payment must be available up to 48 hours prior to the delivery or pick up date. Payment is accepted in credit or debit card only. No personal checks are accepted.	\$0.00	\$0.00
1	Delivery Terms Delivery and pick up times are not guaranteed without a timed delivery at an additional charge. Weekday and Saturday delivery times may vary. All delivery charges are based on a first floor delivery. At this time, deliveries will only be made to a covered outdoor area or to a garage. Customer or venue representative must be present to check in delivery. Customer is responsible for all equipment on order until picked up. Any questions regarding your delivery time or any issues please call (314) 822-9000. If this is after normal working hours call (314) 822-9000 and press #5 for all emergencies.	\$0.00	\$0.00
1	Rental Changes All changes to reservations must be approved 48 hours prior to delivery or customer pick up. You may change the quantity of an item to no more than 20% less however we do not allow the full cancellation of the item or a penalty may apply. Tents, specialty or wedding items cannot be cancelled without paying the full cost of the item.	\$0.00	\$0.00
1	Labor Description Set up & take down of Weinhardt equipment is not included in cost. We can provide this service for \$1.95 per table, \$1.25 per linen, and \$0.95 per chair. Any questions please call 314-822-9000.	\$0.00	\$0.00
1	Cancellation Policy Once a reservation is confirmed, no cancellations are allowed without a cancellation charge appropriate to the order. If an order is cancelled within 48 hours prior to delivery or pick up, the customer is responsible for the full cost of the rental. Any questions please call us at 314-822-9000.	\$0.00	\$0.00

Qty	Items Rented	Each	Price
1	Delivery / Pickup Confirmation Please sign below as confirmation and receipt of all rental items delivered or picked up by customer. X _____ Signature X _____ Date Customer is responsible for all rental items once delivered or picked up. Any missing or damaged items will be charged the full replacement cost of that item. Any questions please call us at 314-822-9000. For all emergencies or problems call (314) 822-9000 and press #5 and our emergency staff will be alerted.	\$0.00	\$0.00

Payments made on this contract:

Deposit Paid \$150.00 Fri 3/10/2023 3:48PM Credit Card Visa 4*****3479 Auth:010372

Total \$150.00

Credit Card Deposit Received	\$150.00
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\$150.00 Required Deposit Met

Rental Contract

This is a contract. The back of this contract contains important terms and conditions including lessor's disclaimer from all liability for injury or damage and details of customer's obligations. These terms and conditions are a part of this contract - READ THEM!

If equipment does not function properly notify lessor immediately of occurrence or no refund or allowance will be made. Please call 314-822-9000 and select option 5 if there is a rental emergency. A reservation cancellation fee up to the total amount may be charged if reservation is cancelled within 48 hours of the scheduled "time and date out". All rental items are due back on designated day and time frames. If items are not returned on time additional charges will apply.

I certify that I have read and agree to all terms of this contract.

Rental:	\$274.00
Sales:	\$55.00
Delivery Charge:	\$90.00
Subtotal:	\$419.00
City Tax:	\$26.52
Total:	\$445.52
Paid:	\$0.00
Amount Due:	\$445.52

Signature: _____

University City Loop Special Business District

contemporary PRODUCTIONS

7676 Forsyth Blvd, Suite 1800
St. Louis, MO 63105

Invoice

The Loop 420 Fest 4.22.23 Deposit

Today's Date	Invoice Date	Invoice #	Order #
3/7/2023	03/06/2023	7215	23790

Bill To
The Loop Special Business District PO Box 300249 University City, MO 63130 United States (314) 585-6331

Title
The Loop 420 Fest 4.22.23 Deposit

Terms	Event Date	Due Date
Net 10	4/22/2023	3/16/2023

Item Name	Description	Quantity	Unit Price	Ext. Price
Aaron Kamm & The One Drops	(50% deposit of \$6000.00)	1	3,000.00	3,000.00
Commission	Booking Commission fee	1	500.00	500.00

Subtotal	\$3,500.00
Sales Tax (0.00%)	\$0.00
Total	\$3,500.00
Payments	\$0.00
Due	\$3,500.00

Customer Message
Credit card payments subject to 2.8% fee.

contemporary PRODUCTIONS

7676 Forsyth Blvd, Suite 1800
St. Louis, MO 63105

Invoice

The Loop 420 Fest 4.22.23 Balance

Today's Date	Invoice Date	Invoice #	Order #
3/22/2023	03/06/2023	7216	23790

Bill To
The Loop Special Business District PO Box 300249 University City, MO 63130 United States (314) 585-6331

Title
The Loop 420 Fest 4.22.23 Balance

Terms	Event Date	Due Date
Upon Receipt	4/22/2023	4/12/2023

Item Name	Description	Quantity	Unit Price	Ext. Price
Aaron Kamm & The One Drops	(remaining balance after 50% deposit of \$6000.00)	1	3,000.00	3,000.00

Subtotal	\$3,000.00
Sales Tax (0.00%)	\$0.00
Total	\$3,000.00
Payments	\$0.00
Due	\$3,000.00

Customer Message
<i>Credit card payments subject to 2.8% fee.</i>



INVOICE

Portable Water Closet
300 E Davis Street
St. Louis, MO 63111
Tel: (314) 293-1800
Fax:

Jessica Bueler
P.O Box 300249
MO

Invoice #: 51199
Invoice Date: Mar 16, 2023
Page #: 1
PO Number:

Quantity	Description	Rental Period	Unit Price	Days Rent	Extension	
	(1) Jessica Bueler, 6605 Delmar Blvd, St Louis, MO, 63130					
4	Standard Restroom	Apr 21, 2023 - Apr 24, 2023	\$ 90.00	1	\$ 360.00	
4	Special Event	Apr 21, 2023 - Apr 24, 2023	\$ 90.00	1	\$ 360.00	
1	Sink	Apr 21, 2023 - Apr 24, 2023	\$ 85.00	1	\$ 85.00	
1	Special Event	Apr 21, 2023 - Apr 24, 2023	\$ 85.00	1	\$ 85.00	
					Invoice Total	\$ 890.00
					Pay/Adj	(\$ 890.00)
					Balance Due	\$ 0.00

Hello! Please find the attached paid invoice showing that the balance is due. Let me know if you need anything new! Thanks!
Portable Water Closet

Current	30-60	60-90	90-120	120+	Project Balance Due
\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

TEAR OFF HEADER AND RETURN LOWER PORTION WITH YOUR PAYMENT



Jessica Bueler
Customer #: 002815 - 000001
Invoice #: 51199
Invoice Date: Mar 16, 2023
PO Number:
Invoice Total \$ 890.00

Portable Water Closet
300 E Davis Street
St. Louis, MO 63111

PLEASE WRITE IN AMOUNT OF PAYMENT ENCLOSED

Credit Card #: _____ Exp: ____/____/____

Signature: _____



INVOICE

Loop Special Business District

Invoice Date

Mar 23, 2023

Invoice Number

INV-0002

The Joy of Pancakes

3510 Miami St

Apt. 215

ST. LOUIS MO 63118

UNITED STATES

Description	Quantity	Unit Price	Tax	Amount USD
Live Pancake Art performance provided by Dr. Dan the Pancake Man - 8 hours for 4/20 at The Loop	1.00	1,250.00	Tax Exempt	1,250.00
			Subtotal	1,250.00
			TOTAL USD	1,250.00

Due Date: Apr 20, 2023



[View and pay online now](#)

PAYMENT ADVICE

To: The Joy of Pancakes
3510 Miami St
Apt. 215
ST. LOUIS MO 63118
UNITED STATES

Customer Loop Special Business District

Invoice Number INV-0002

Amount Due **1,250.00**

Due Date Apr 20, 2023

Amount Enclosed

Enter the amount you are paying above

INVOICE

Client Name University City Loop Special Business District Invoice Date 3/1/2023
Business email jessica@explorecity.com
Currency USD

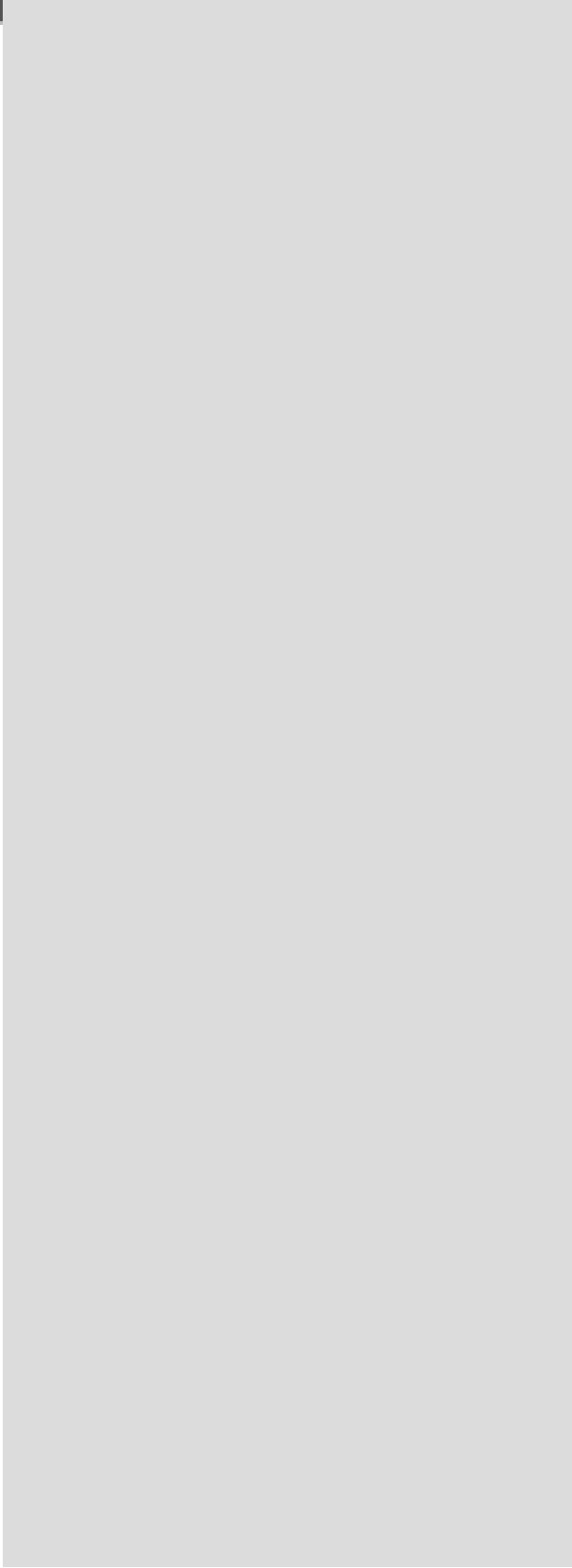
Pay To
Zi Teng Wang zephyrus4096@gmail.com // epistaticmagic@gmail.com

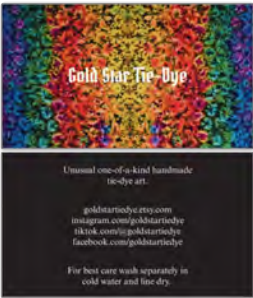
Item name *	Description	Quantity (hrs) *	Unit price *	Amount
Magic	Close-up Sleight of Hand Roaming Magic	8	\$200.00	\$1,200.00
	Negotiated discount	1	-\$300.00	-\$300.00
Total Due				\$900.00

Pay to: zephyrus4096@gmail.com by Paypal, @Zi-Wang-7 by Venmo, cash or check day of performance.

or mail to:

Zi Teng Wang
300 N 4th Street Apt 2202
St Louis, MO 63102





INVOICE

1

Gold Star Tie Dye

Bill To:
The Loop 420 Fest

Date: Apr 4, 2023

Due Date: Apr 22, 2023

PO Number: 420

Balance Due: \$500.00

Item	Quantity	Rate	Amount
------	----------	------	--------

Tie Dye Reveal	1	\$500.00	\$500.00
----------------	---	----------	----------

Subtotal: \$500.00

Tax (0%): \$0.00

Total: \$500.00

Notes:
Please make payable to: David Gold



COMMERCE COLOR

P.O. Box 190064 Saint Louis MO 63119
Phone: 314 781-7702

Invoice

Sunshine Daydream
Accounts Payable
244 Indacom Dr
St. Peter's, MO 63376

Number	54105
Date	04/06/23
Job Number	54263
PO#	--
Charge#	--

Job Name: 420 Street Party SL100 Stage Banners

Description	Amount
--------------------	---------------

Sold to: Jessica Falkner

(2) 16'x6' Stage Banners	\$480.00
(1) 3'8x36'9 Banner	337.00

TOTAL:	\$817.00
---------------	-----------------

PAYMENT TERMS: COD

STAGES AUDIO

INVOICE

2640 Vulliet Road
 Highland, IL 62249
 618-972-1337

DATE:	7/1/2023
INVOICE #	4222023
Customer ID	SD

BILL TO

Sunshine Daydream
 Jessie Falkner
 314-503-7325

DESCRIPTION	TAXED	AMOUNT
Audio Main Stage April 22, 2023 (Includes 16-channel Midas HD PA system, 4 stage monitors, all standard microphones and inputs, audio techs, labor) Performance schedule: April 22, 2023 Band 1: 12:00 AM-2:30 PM Band 2: 4:00 PM-7:00 PM Venue requirements: (2) 20-amp dedicated services at the stage Water for crew (4 crew) Retainer (50%) required to reserve date. (\$600, Non-refundable) Balance is due upon installation of PA on April 22, 2023. Thanks. Paid in Full. February 4, 2023		1200
		(1,200.00)

Subtotal	\$-
Taxable	\$-
Tax rate	
Tax due	\$-
Other	\$-
TOTAL Due	\$-

OTHER COMMENTS

1. A 50% retainer (\$600) is required to reserve this date.
2. Please include the invoice number on your check(s)
3. Balance due upon installation of PA on Saturday, April 22, 2023

4. Contact: 618-972-1337 (Dale)

To avoid full charges, cancellation must be received by:

8 AM, Saturday, April 22, 2023

If you have any questions about this invoice, please contact:

Dale A. Ashauer

ondbus1@yahoo.com

618-972-1337

Thank You For Your Business!

Flux Infernos Fire & Light Performance Art
520 South Walnut Street
Gerald, MO 63037

INVOICE

41823

Bill To:

Loop Special Business District
P.O. Box 300249
University City, MO 63130

Date: April 18, 2023

Payment Terms: Upon Receipt

Balance Due: \$1,200.00

Item	Quantity	Rate	Amount
1 hour of Flux Infernos Fire & Light performances. Different artists performing continuously with various props from 2:45pm - 3:15pm and again from 3:30pm -4:00pm. Fire Performers will providing their own fuel, music and their own safeties to assist.	1	\$1,200.00	\$1,200.00

Subtotal: \$1,200.00

Tax (0%): \$0.00

Total: \$1,200.00



KLANCE UNLIMITED

1375 Jefferson St
Pacific, MO 63069
USA
Phone: 636.271.3400
Fax: 636.271.8056
www.klanceunlimited.com

*Paid May 2/23
\$1,012.50
Check # 1237*

Invoice

Invoice Number: INV-00065
SUNSHINE DAYDREAM 420 FESTIVAL 2023

Client The Loop Business District 6150-A Delmar in The Loop, Ste. 210 St. Louis, MO 63112	Venue / Site TIVOLI PARKING LOT 6350 Delmar Blvd, St. Louis, MO 63130
---	---

Job Number 20230422SBA	Account Manager Stephanie Brammer	Currency US Dollar	Sales Tax Rule Sales Tax	Warehouse Klance Unlimited
----------------------------------	---	------------------------------	------------------------------------	--------------------------------------

Prepared Date	Entered By Stephanie Brammer	Due Date	Status Unpaid Invoice
----------------------	--	-----------------	---------------------------------

Type	Qty.	Description	Note	Time Qty.	Rate	Unit Rate	Ext. Price
Misc	1	(1) 36kW GENERATOR WITH 50' OF CABLE AND SPIDER BOX			Day Rate	1,012.50	1,012.50

Subtotal:	\$1,012.50
Discount:	\$0.00
Sales Tax:	\$0.00
Delivery and Pickup:	\$0.00
Total:	\$1,012.50
Total Applied Payments:	\$0.00
Balance Due:	\$1,012.50



INVOICE

Portable Water Closet
 300 E Davis Street
 St. Louis, MO 63111
 Tel: (314) 293-1800
 Fax:

Invoice #: 52860
 Invoice Date: Apr 19, 2023
 Page #: 1
 PO Number:

Jessica Bueler
 P.O Box 300249
 MO

Quantity	Description	Rental Period	Unit Price	Days Rent	Extension
	(1) Jessica Bueler, 6605 Delmar Blvd, St Louis, MO, 63130				
1	Handicap Restroom	Apr 21, 2023 - Apr 24, 2023	\$ 150.00	1	\$ 150.00
1	Special Event	Apr 21, 2023 - Apr 24, 2023	\$ 150.00	1	\$ 150.00
1	Sink				
1	Special Event	Apr 21, 2023 - Apr 24, 2023	\$ 85.00	1	\$ 85.00
				Invoice Total	\$ 385.00

Please find the attached invoice. We appreciate your business and prompt payment.
 Thank you!
 Portable Water Closet

Current	30-60	60-90	90-120	120+	Project Balance Due
\$ 385.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 385.00

TEAR OFF HEADER AND RETURN LOWER PORTION WITH YOUR PAYMENT



Jessica Bueler
 Customer #: 002815 - 000001
 Invoice #: 52860
 Invoice Date: Apr 19, 2023
 PO Number:
 Invoice Total \$ 385.00

Portable Water Closet
 300 E Davis Street
 St. Louis, MO 63111

PLEASE WRITE IN AMOUNT OF PAYMENT ENCLOSED

Credit Card #: _____ Exp: ____/____/____

Signature: _____

Martinez Construction
St Louis Missouri

INVOICE

INVOICE # 259
DATE: 4/30/23

TO:
Loop Special Business District
PO Box 300249
University City, MO 63134

					TERMS
					Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
2	Casual labor (2 men) for 420 event on Delmar Blvd	290.00	580.00
SUBTOTAL			580.00
SALES TAX			
SHIPPING & HANDLING			
TOTAL DUE			580.00

THANK YOU FOR YOUR BUSINESS!

Derek has the cleared check for \$580.00 for that corresponds with Martinez Construction invoice for street cleanup and emptying of trash cans during Loop 420 Fest.

**YOUR RECEIPT
THANK YOU
CALL AGAIN**

1986

Hi/TEC COPY CENTER

533683

Low Cost • Highest Quality

75 N. Big Bend Blvd.

St. Louis City, Missouri 63130

Tel (314) 863-4111 • FAX (314) 863-4666

www.hiteccopy.com

REG 04-14-2023 12:05
Michaelina 000032
CT 1

80 Color Copies \$64.00
4 Cutting \$4.00
1 Gr. Design \$2.50
TL \$70.50
CREDIT \$70.50

No. 3-7378 Date: 4/12/23

OPPOSITE
City Loop Special Business District

Card	House Charge	Clerk	Operator	Finisher	Due Date
		MM	ho		

Description	Price	Amount
-------------	-------	--------

copy	80	64.00
	1	4.00
air	2	2.50
		<hr/>
		70.50
		TE

SALE AMOUNT \$0.50

THANK YOU
HAVE A NICE DAY
CUSTOMER COPY

Loop 420 For
Posters For Business

All claims and returned goods MUST be accompanied by this bill.

Tax 6.51

Received by:

TOTAL 77.01

70.50



How does
get more done.

7481 SO. LINDBERGH, ST. LOUIS, MO 63125
MANAGER:THOMAS PILAND (314)894-6099

3010 00053 83369 04/21/23 05:49 PM
SALE SELF CHECKOUT

068060469038 TOUGH TAPE <A>	
3M EXTREME HOLD DUCT TAPE 30YD	
2@11.48	22.96
742366012623 IRONFORCE <A>	8.98
IRONFORCE HEAVYDUTY 1.89"X35YD	
068060469007 2PK TAPE <A>	11.98
3M DUCT TAPE 1.88IN X 55YD 2PK	

SUBTOTAL	43.92
SALES TAX	3.40
TOTAL	\$47.32

XXXXXXXXXXXX3479 VISA USD\$ 47.32

AUTH CODE 067478/1535190 TA
Chip Read
AID A0000000031010 VISA CREDIT

P.O.#/JOB NAME: 420 FEST

3010 04/21/23 05:49 PM



3010 53 83369 04/21/2023 9255

RETURN POLICY DEFINITIONS		
POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	07/20/2023

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H89 170037 167080
PASSWORD: 23221 167027

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.



How doers
get more done.

7481 SO. LINDBERGH, ST. LOUIS, MO 63125
MANAGER: THOMAS PILAND (314)894-6099

3010 00030 84399 04/10/23 03:44 PM
SALE CASHIER SHIRLEY

070183502028 RUP RTU 1.33 <A>
ROUNDUP FOR LAWNS RTU WAND 1.33 GAL
4@29.97 119.88

SUBTOTAL 119.88
SALES TAX 9.28
TOTAL \$129.16

XXXXXXXXXXXX3479 VISA
USD\$ 129.16
AUTH CODE 057783/2304477 TA
Chip Read
AID A0000000031010 VISA DEBIT

P.O.#/JOB NAME: LOOP SPECIAL BUSINESS D S

3010 04/10/23 03:44 PM



3010 30 84399 04/10/2023 8139

RETURN POLICY DEFINITIONS
POLICY ID DAYS POLICY EXPIRES ON
A 1 90 07/09/2023

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: HLM 172097 169117
PASSWORD: 23210 169087

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.

**YOUR RECEIPT
THANK YOU
CALL AGAIN**

1986

Hi/TEC COPY CENTER

533919

Low Cost • Highest Quality

75 N. Big Bend Blvd.
University City, Missouri 63130
-4111 • FAX (314) 863-4666
www.hiteccopy.com

REG 04-21-2023 15:54
Michaela 000062
CT 1

72 Posters \$288.00
72 Foamcore \$216.00
16 Color Copies \$14.40
16 Laminate \$48.00
1 Gr. Design \$2.50
TL \$568.90
CREDIT \$568.90

Hi/Tec Copy Ctr
Tel 314-863-4111
hiteccopy.com

email Date: 4/19/23

Griffore
University City Loop

House Charge	Clerk	Operator	Finisher	Due Date
	<i>[Signature]</i>	MD		EDP

Description	Price	Amount
72 Posters	4.00	\$288.00
72 Foamcore Mounts	3.00	\$216.00

All claims and returned goods MUST be accompanied by this bill.

Tax TE

Received by:

TOTAL \$504.00

THANK YOU
HAVE A NICE DAY
CUSTOMER COPY



FUSION MEDIA CONCEPTS
 JESSICA BUELER
 836 Forman Rd
 St Louis, MO 63123
 314.585.6331
 jessicabueler@gmail.com

April 30, 2023

Bill To: Loop Special Business District
 P.O. Box 300249
 University City, MO 63130

Invoice #1702

DESCRIPTION				AMOUNT
Administrative and marketing support for the Loop Special Business District's 420 Fest event on April 22, 2023.				\$4,573.97
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	AMOUNT DUE
				\$4,573.97

Economic Development Retail Sales Tax Expenditure Report

Date Submitted: 6/30/2023

Recipient Name: Loop Special Business District

Project: July 1, 2022 - June 30, 2023 Advertising

Total Amount Requested this report: \$13,488.83

Invoices and/or Receipts Attached: Yes

Submit to:
 City of University City
 Department of Administration
 6801 Delmar Boulevard
 University City, MO 63130

Project Name/Number	Description of Services	Amount Requested
LSBD Event – Advertising	2.28.23 - Facebook Ads - Loop 420 Fest	\$739.35
LSBD Event – Advertising	3.5.23 - Facebook Ads - Loop 420 Fest	\$900.00
LSBD Event – Advertising	3.10.23 - Facebook Ads - Loop 420 Fest	\$900.00
LSBD Event – Advertising	3.24.23 - Facebook Ads- Loop 420 Fest	\$900.00
LSBD Event – Advertising	3.31.23 - Facebook Ads - Loop 420 Fest	\$493.21
LSBD Event – Advertising	4.24.23 - Facebook Ads- Loop 420 Fest	\$900.00
LSBD Event – Advertising	4.30.23 - Facebook Ads - Loop 420 Fest	\$349.92
LSBD Event – Advertising	6.14.23 - Facebook Ads - Juneteenth	\$900.00
LSBD Event – Advertising	6.15.23 - Facebook Ads - Juneteenth	\$900.00



Receipt for Jessica Bueler

Account ID: 32193133

Invoice/Payment Date
Feb 28, 2023, 6:43 AM

Payment method
Visa · 3479
Reference Number: WRA7GNF2F2

Transaction ID
5965710493542223-11750150

Product Type
Meta ads

Paid

\$739.35 USD

Remaining ad costs at the end of the month.

Campaigns

Event: The Loop 420 Fest - Sponsored by Sunshine Daydream & Emporium Smoke Shop	\$739.35
From Feb 24, 2023, 12:00 AM to Feb 27, 2023, 11:59 PM	

Event: The Loop 420 Fest - Sponsored by Sunshine Daydream & Emporium... 105,345 Impressions	\$739.35



Receipt for Jessica Bueler

Account ID: 32193133

Invoice/Payment Date

Mar 5, 2023, 8:47 PM

Payment method

Visa · 3479

Reference Number: XNE6RNP2F2

Paid

\$900.00 USD

Transaction ID

5997071880406086-11796450

You're being billed because you reached your \$900.00 payment threshold.

Product Type

Meta ads

Campaigns

Event: The Loop 420 Fest - Sponsored by Sunshine Daydream & Emporium Smoke Shop

\$900.00

From Feb 27, 2023, 12:00 AM to Mar 5, 2023, 8:47 PM

Event: The Loop 420 Fest - Sponsored by Sunshine Daydream & Emporium... 152,766 Impressions

\$900.00



Receipt for Jessica Bueler

Account ID: 32193133

Invoice/Payment Date
Mar 10, 2023, 7:45 PM

Payment method
Visa · 3479
Reference Number: NXGPM33F2

Paid

\$900.00 USD

Transaction ID
5908059912640620-11834049

You're being billed because you reached your \$900.00 payment threshold.

Product Type
Meta ads

Campaigns

Event: The Loop 420 Fest - Sponsored by Sunshine Daydream & Emporium Smoke Shop	\$900.00
From Mar 5, 2023, 12:00 AM to Mar 10, 2023, 7:45 PM	

Event: The Loop 420 Fest - Sponsored by Sunshine Daydream & Emporium... 173,879 Impressions	\$900.00



Receipt for Jessica Bueler

Account ID: 32193133

Invoice/Payment Date
Mar 24, 2023, 5:20 PM

Payment method
Visa · 3479
Reference Number: RL4TPP73F2

Paid

\$900.00 USD

Transaction ID
6104188863027724-11938133

You're being billed because you reached your \$900.00 payment threshold.

Product Type
Meta ads

Campaigns

Event: The Loop 420 Fest - Sponsored by Sunshine Daydream & Emporium Smoke Shop **\$460.65**
From Mar 9, 2023, 12:00 AM to Mar 24, 2023, 5:20 PM

Event: The Loop 420 Fest - Sponsored by Sunshine Daydream & Emporium... 84,354 Impressions **\$460.65**

Event: [REDACTED] **\$439.35**
From Mar 9, 2023, 12:00 AM to Mar 24, 2023, 5:20 PM

Event: [REDACTED] 96,633 Impressions **\$439.35**



Receipt for Jessica Bueler

Account ID: 32193133

Invoice/Payment Date
Apr 25, 2023, 9:05 PM

Payment method
Visa · 3479
Reference Number: 2GJE7QB3F2

Transaction ID
6158740247572586-12174761

Product Type
Meta ads

Paid

\$900.00 USD

You're being billed because you reached your \$900.00 payment threshold.

Campaigns

Event: [REDACTED] \$67.43
From Mar 30, 2023, 12:00 AM to Apr 25, 2023, 9:05 PM

Event: [REDACTED] 15,218 Impressions \$67.43

Post: "We'll see you at The Loop 420 Fest on 4/22! Aaron..." \$182.49
From Mar 30, 2023, 12:00 AM to Apr 25, 2023, 9:05 PM

Post: "We'll see you at The Loop 420 Fest on 4/22! Aaron..." 14,197 Impressions \$182.49

Post: "As my wife and I pulled into @delmarloop today I..." \$650.08
From Mar 30, 2023, 12:00 AM to Apr 25, 2023, 9:05 PM

Post: "As my wife and I pulled into @delmarloop today I..." 119,651 Impressions \$650.08



Receipt for Jessica Bueler

Account ID: 32193133

Invoice/Payment Date
Apr 30, 2023, 4:14 AM

Payment method
Visa · 3479
Reference Number: M325LPX2F2

Transaction ID
6091291464317462-12207224

Product Type
Meta ads

Paid

\$349.92 USD

Remaining ad costs at the end of the month.

Campaigns

Post: "As my wife and I pulled into @delmarloop today I..."	\$349.92
From Apr 25, 2023, 12:00 AM to Apr 26, 2023, 11:59 PM	

Post: "As my wife and I pulled into @delmarloop today I..."	62,406 Impressions \$349.92



Receipt for Jessica Bueler

Account ID: 32193133

Invoice/Payment Date
Jun 14, 2023, 7:27 AM

Payment method
Visa · 3479
Reference Number: R7PCQRB3F2

Paid

\$900.00 USD

Transaction ID
6329805373799405-12553230

You're being billed because you reached your \$900.00 payment threshold.

Product Type
Meta ads

Campaigns

Post: "██████████ ██████████ ██████████ ██████████ ██████████'██████████ 3rd Annual Juneteenth..."	\$900.00
From Jun 11, 2023, 12:00 AM to Jun 14, 2023, 7:27 AM	

Post: "██████████ ██████████ ██████████ ██████████ ██████████ ██████████ 83405 Professional Juneteenth..."	\$900.00
--	-----------------



Receipt for Jessica Bueler

Account ID: 32193133

Invoice/Payment Date
Jun 15, 2023, 10:45 PM

Payment method
Visa · 3479
Reference Number: M6KVKRF2F2

Paid

\$900.00 USD

Transaction ID
6314172188696050-12565131

You're being billed because you reached your \$900.00 payment threshold.

Product Type
Meta ads

Campaigns

Post: "██████████ ████ ██████████ ██████████ ██████████'████ 3rd Annual Juneteenth..."	\$100.00
From Jun 13, 2023, 12:00 AM to Jun 15, 2023, 10:45 PM	
Post: "██████████ ████ ██████████ ██████████ ██████████ ██████████'████ 3rd Annual Juneteenth..."	\$100.00
Post: "██████████ ████ ██████████ ██████████ ██████████'████ 3rd Annual Juneteenth..."	\$800.00
From Jun 13, 2023, 12:00 AM to Jun 15, 2023, 10:45 PM	
Post: "██████████ ████ ██████████ ██████████ ██████████ ██████████'████ 3rd Annual Juneteenth..."	\$800.00



Receipt for Jessica Bueler

Account ID: 32193133

Invoice/Payment Date
Jun 16, 2023, 8:26 AM

Payment method
Visa · 3479
Reference Number: GV88MRK2F2

Paid

\$900.00 USD

Transaction ID
6318833824896554-12568140

You're being billed because you reached your \$900.00 payment threshold.

Product Type
Meta ads

Campaigns

Post: "██████████ ████ ████████ ████████ ██████████" 3rd Annual Juneteenth... From Jun 15, 2023, 12:00 AM to Jun 16, 2023, 8:26 AM	\$900.00
Post: "██████████ ████ ████████ ████████ ██████████ 64,296 Professional Juneteenth..."	\$900.00



Receipt for Jessica Bueler

Account ID: 32193133

Invoice/Payment Date
Jun 20, 2023, 8:10 PM

Payment method
Visa · 3479
Reference Number: BBD57RX2F2

Transaction ID
6269587733154500-12598400

Product Type
Meta ads

Paid

\$300.00 USD

You requested this manual payment.

Campaigns

Post: "██████████ ██████████ ██████████ ██████████ ██████████'██████████ 3rd Annual Juneteenth..."	\$300.00
From Jun 15, 2023, 12:00 AM to Jun 16, 2023, 11:59 PM	
Post: "██████████ ██████████ ██████████ ██████████ ██████████ ██████████ 24/6/26 Professional Juneteenth..."	\$300.00

Date: 10 May 2023
Invoice No: IVIP50799638
Order No: 177429623

To:
 Loop Special Business District
 6801 Delmar Blvd.
 University City
 Missouri
 63130
 United States
 Company No. Loop Special Business District

Author:
[onokazu](#)
 Sagamihara-shi Minami-ku
 Kanagawa-ken
 2520325
 Japan

Item ID	Qty	Description	Amount
21800540	1	Directories Pro - Directory plugin for WordPress - Regular License	\$21.25
21800540	1	Directories Pro - Directory plugin for WordPress - 6 months included support	\$12.75
21800540	1	Directories Pro - Directory plugin for WordPress - 6 months extended support	\$12.75
Invoice Total: USD \$46.75			
Paid via PayPal			

Thanks for buying from [onokazu](#) on [Envato Market](#)
 All amounts shown on this invoice are in US dollars.

Date: 10 May 2023
Invoice No: IVBF50395151
Order No: 177429623

To:
 Loop Special Business District
 6801 Delmar Blvd.
 University City
 Missouri
 63130
 United States
 Company No. Loop Special Business District

From:
 Envato Pty Ltd
 PO Box 16122
 Collins Street West
 Victoria
 8007
 Australia
 ABN 11 119 159 741

Qty	Description	Amount
1	Envato Buyer Fee for purchase of "Directories Pro - Directory plugin for WordPress - Regular License"	\$5.00
Invoice Total: USD \$5.00		
Paid via PayPal		

All amounts shown on this invoice are in US dollars.



Invoice

939219

Wednesday, May 31, 2023

Loop Special Business District
6801 Delmar Boulevard
Saint Louis - Saint Louis, Missouri
63130
Client Account: CO181065

Description of Service

Imported posts, pages, and media to the new domain at <https://visittheloop.com/>

Serviced By:
Mark Kempe (US)
(226) 688-7217
mark@nerdsonsite.com

Team Leader(s):
John Harbarenko Chris Paul
(519) 619-2245 941-999-7831
john@nerdsonsite.com chris@nerdsonsite.com

quantity	description	rate	amount
1	Website work	\$150.00 USD	\$150.00 USD

Payment Information

paid by Deposit On Account \$3.52 USD
paid by American Express \$146.48 USD

PAID IN FULL

subtotal	\$150.00 USD
63130 UNIVERSITY CITY of SAINT LOUIS County	\$0.00 USD
total	\$150.00 USD
payments	\$150.00 USD
total due	\$0.00 USD

thank-you

Nerds On Site USA Inc.
871 Venetia Bay Blvd Suite 233
Venice, FL
34285

www.nerdsonsite.com
1 877 MY NERDS



Fusion Media Concepts

Development Quote

OK #1249
Pa 6/27/2023
\$5,000.00/44

Date: 6/5/2023

This quote is valid for 45 days from the above date.
This development quote pertains to Invoice #

Overview

This proposal is for developing a new LSBD website for **visittheloop.com** which includes the following:

- Setup of your website on a content management system (WordPress)
- Install and modify the Theme & corresponding plug-ins to best represent the Delmar Loop (ie. Backgrounds, images, menu, icons, color schemes, logo)
- Create new page structures, and implement new content changes to improve look, functionality and SEO optimization.
 - Homepage, Directory Pages, Events Page, Gallery Page, History Page, Contact Page.
- Implement new Graphics, Sliders, Headers
- Implement a directory system into the website + Google Maps API
- Progressive updates during development to ensure security and functionality
- Setup and install Google Analytics (to tell you who is coming to your website)
- Setup your keywords and descriptions for Search Engine Optimization (SEO)
- Setup and implement Social Meta Information for Social Sharing (Including Graphics)
- Setup XML Sitemap for search engine indexing and optimization

Out of Scope Work

Only the above items are defined in the costing and timeline. Any tasks outside the above scope of work will be quoted on separately with a new quote and timeline.

Development Time

The site will be ready for sign off within 20 business days of receiving all the website content from the client.

Hosting

We will need full access to your hosting panel in order to develop and upload the content for your new website.

Warranty

We warrant the site for 60 days after it is accepted and goes live. After this time, we will be happy to help with any issues as they arise.

Development One Time Cost

\$5,000.00

Costs Not Included

Fusion Media Concepts

Development Quote

The following costs are not included in the website development and will be charged back to the client at cost (no markup):

- Images not provided/owned by the client
- Salient Theme [\$60 one-time fee + \$36 annually for support/updates] [LINK](#)
- Instagram Feed Pro Plug-in [\$99.00 one-time fee with 12/month support] [LINK](#)
- Directory Pro Plug-in [\$39.00 one-time fee + \$29/annually for 12/month support] [LINK](#)
- EventOn Plug-in [\$25.00 one-time-fee + \$17.50/annually for 12/month support] [LINK](#)
- Potential Google API Key Costs [Google offers FREE, the first \$200 in actionable click costs]
- Hosting, SSL Certificates, Domain Fee [Recommended: \$28.50/month Nerds On Site] [LINK](#)

Content and Project Start

We will start building the website for you once we receive ALL of the content for the pages. Once we have that, we will develop the site using all the content you've provided. Once we've completed this, you can provide (3) additional copy change that we will update to the site before it goes live. If you wish for more copy changes, you can do this yourself once the site is live, or we can do it at a cost of \$40/hour until those changes are facilitated.

Reactivation Fee

If the development goes inactive for more than 45 days without response or directive from the client, a \$250.00 re-activation fee will be applied to continue development of the website and ensure all items are updated accordingly.

Image Changes

All image changes/edits to images are acceptable during development, provided the client owns them.

Meetings

We provide online virtual meetings (via Zoom) during development at no charge. Additional training after warranty period is available at a cost of \$40/hour.

Waiver

All content including images, videos, links, downloadable items, and other intangible goods are the responsibility of the client, and they assume full responsibility of all items included in this website development.


CLIENT SIGN-OFF

The Client hereby agrees to the above services on the terms of service contained herein and acknowledges this agreement either by signing the below form, or by paying a 100% of the cost.

Date: June 26 2023

Company Name/Entity: three kings

Name (print): derek deaver

Signature: 
derek deaver (Jun 27, 2023 13:08 CDT)







FMC-Development-Quote-LSBD-visittheloop

Final Audit Report

2023-06-27

Created:	2023-06-27
By:	Jessica Bueler (jessicabueler@gmail.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAT-Fqhx-essl1YJJJaA9QyYGj3SSXzvcXi

"FMC-Development-Quote-LSBD-visittheloop" History

-  Document created by Jessica Bueler (jessicabueler@gmail.com)
2023-06-27 - 5:58:08 PM GMT- IP address: 162.204.51.54
-  Document emailed to deaversbar@aol.com for signature
2023-06-27 - 5:59:39 PM GMT
-  Email viewed by deaversbar@aol.com
2023-06-27 - 6:06:47 PM GMT- IP address: 209.73.183.24
-  Signer deaversbar@aol.com entered name at signing as derek deaver
2023-06-27 - 6:07:58 PM GMT- IP address: 68.188.97.25
-  Document e-signed by derek deaver (deaversbar@aol.com)
Signature Date: 2023-06-27 - 6:08:00 PM GMT - Time Source: server- IP address: 68.188.97.25
-  Agreement completed.
2023-06-27 - 6:08:00 PM GMT

FMC-Development-Quote-L2BD-visittheloop

2023-08-27

Final Audit Report

Transaction ID	Status	By	Created
CE018048A47474413350Y0020X52	Signed	Jessica Butler (jessicab@sol.com)	2023-08-27

"FMC-Development-Quote-L2BD-visittheloop" History

- Document created by Jessica Butler (jessicab@sol.com)
2023-08-27 - 8:58:02 PM GMT-7 IP address: 193.204.34.14
- Document emailed to jessicab@sol.com for signature
2023-08-27 - 8:59:39 PM GMT-7
- Email viewed by developer@sol.com
2023-08-27 - 8:04:47 PM GMT-7 IP address: 208.73.193.24
- Signer developer@sol.com entered name at signing on device
2023-08-27 - 8:07:08 PM GMT-7 IP address: 208.73.193.24
- Document e-signed by Clerk Deaver (deaver@sol.com)
Signing Date: 2023-08-27 - 8:08:10 PM GMT-7 Time Current Server IP address: 208.73.193.24
- Agreement completed
2023-08-27 - 8:08:00 PM GMT-7





SeedProd
5592 Whirlaway Rd
West Palm Beach, Florida 33412
United States

BILLED TO
Ryan Griffore

INVOICE

Invoice # SEED-100066654
Invoice Date May 08, 2023
Invoice Amount \$31.60 (USD)
Customer ID 16COzbTdgjFRy3Z9X

PAID

SUBSCRIPTION
ID 16COzbTdgjFRy3Z9X
Billing Period May 08, 2023 to May 08, 2024
Next Billing Date May 08, 2024

DESCRIPTION	UNITS	UNIT PRICE	AMOUNT (USD)
SeedProd Landing Page Pro - Basic License	1	\$79.00	\$79.00
		Sub Total	\$79.00
		Save 60% Off	(\$47.40)
		Total	\$31.60
		Payments	(\$31.60)
		Amount Due (USD)	\$0.00

PAYMENTS

\$31.60 was paid on 08 May, 2023 17:32 UTC by Visa card ending 3479.

NOTES

Email: support@seedprod.com

Date: 10 May 2023
Invoice No: IVIP50799637
Order No: 177429623

To:
 Loop Special Business District
 6801 Delmar Blvd.
 University City
 Missouri
 63130
 United States
 Company No. Loop Special Business District

Author:
 P Martinez ([ThemeNectar](#))
 Phoenixville
 Pennsylvania
 19460
 United States

Item ID	Qty	Description	Amount
4363266	1	Salient Creative Multipurpose & WooCommerce Theme - Regular License	\$30.00
4363266	1	Salient Creative Multipurpose & WooCommerce Theme - 6 months included support	\$18.00
4363266	1	Salient Creative Multipurpose & WooCommerce Theme - 6 months extended support	\$18.00
Invoice Total: USD \$66.00			
Paid via PayPal			

Thanks for buying from P Martinez ([ThemeNectar](#)) on [Envato Market](#)
 All amounts shown on this invoice are in US dollars.

Date: 10 May 2023
Invoice No: IVBF50395150
Order No: 177429623

To:
 Loop Special Business District
 6801 Delmar Blvd.
 University City
 Missouri
 63130
 United States
 Company No. Loop Special Business District

From:
 Envato Pty Ltd
 PO Box 16122
 Collins Street West
 Victoria
 8007
 Australia
 ABN 11 119 159 741

Qty	Description	Amount
1	Envato Buyer Fee for purchase of "Salient Creative Multipurpose & WooCommerce Theme - Regular License"	\$12.00
Invoice Total: USD \$12.00		
Paid via PayPal		

All amounts shown on this invoice are in US dollars.



OFFICE OF THE CITY MANAGER

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8531

M E M O R A N D U M

TO: Members of the Economic Development Retail Sales Tax Board

FROM: Brooke A. Smith, Deputy City Manager/Dir. of Economic Development

DATE: August 22, 2023

SUBJECT: Agenda Item 4(ii) – End of Year Reports - **Vote Required**

This agenda item asks the Board to receive the end of year reports for U City in Bloom (UCIB), Farmers Market, Mannequins in the Loop, and Loop Special Business District (LSBD).

In FY22, this Board agreed to waive the application requirement for four organizations that receive funding annually to streamline the process and minimize any delays in funding for these organizations. Below are the details for the amount each entity was awarded and how much they actual spent. Attached are the proposed budget that were submitted and the expenditure reports for each organization.

UCIB

U City in Bloom was awarded \$52,090. Last year a nominal increase of 3% was request due to inflation.

UCIB has been reimbursed \$52,090.

Farmers Market

Farmers Market was awarded \$28,000 for FY23. They subsequently requested additional funding for a new Wednesday market and for advertising their winter markets. They were awarded an additional \$25,000 for these new initiatives, \$18,400 for the Wednesday Market and \$7,500 for the advertising for the winter markets.

Farmers Market has been reimbursed the following:

1. Regular Market - \$28,000
2. Wednesday Market - \$18,335.74
3. Advertise Winter Market - \$7,500

Mannequins in the Loop

Mannequins in the Loop was awarded \$25,000 in FY23. Mannequins received an higher amount in FY23 after requesting additional funding; they requested \$40,000 and this board agreed to recommend funding this initiative at \$25,000.

Mannequins in the Loop has been reimbursed \$25,000.

LSBD

The Loop Special Business District (LSBD) was awarded the following in FY23:

Events and Receptions – **\$100,000**

- Loop Ice Carnival - \$63,730.07
- April/May Event - \$25,381.00
- Juneteenth - \$10,468

Advertising - **\$17,500**

Gift Cards Purchased from Loop Businesses - **\$10,000**

Digital Director Installation/Tents - **\$66,000**

Expanded Outdoor Dining and Storage - **\$21,800**

LSBD had been reimbursed for the following:

Events and Receptions - \$98,579.07 (*pending approval of the 4/20 Event*)

Advertising - \$13,488.83 (*pending approval of the 4/20 Event*)

Gift Cards Purchased from Loop Businesses - \$0

Digital Directory Installation/Tents - \$65,503.27

Expanded Outdoor Dining and Storage - \$0

Please note, for the items that were not reimbursed, no reimbursement request was received. Those funds will return to the reserves. Applicant may re-apply at a later date.

Please do not hesitate to contact me with any questions.

Recommendation: Motion to receive the end of year reports.

Attachments: Proposed Budget and Expenditure Report – UCIB
 Proposed Budget and Expenditure Report – Farmers Market
 Proposed Budget and Expenditure Report – Mannequins in the Loop
 Proposed Budget and Expenditure Report – LSBD

EDRST B-1

**City of University City
Economic Development Retail Sales Tax
FY22/23 Request for Funds: Budget Cost Summary**

Applicant U City In Bloom
Project Olive Boulevard Planters - Design and care for Streetscape Planters
Amount of Request \$ 15,075

Provide a listing of each project or program proposed and the associated cost allocation.

	Total EDRST Funds	Applicant's Cash Funds	Applicant's Non-Cash Contributions	Other Funds	Project Total
I. Project or Program Direct Costs*					
Plant materials	\$ 1,860				\$ 1,860
Soil and amendments	\$ 1,008				\$ 1,008
Labor - garden design, installation and care	\$ 11,354				\$ 11,354
Volunteers - 210 hours @ \$25.43 per hour			\$ 5,340		\$ 5,340
Total Direct Costs	\$ 14,222				\$ 19,562
II. Indirect Costs**					
Operations	\$ 853				\$ 853
BUDGET TOTAL - ALL ACTIVITIES	\$ 15,075		\$ 5,340		\$ 20,415

*Examples of direct costs are project materials, salaries, fringe and benefits, supplies and equipment that are tied to a particular cost objective such as a project or program. Consultation with City staff is advised to assist in defining direct costs.

**Examples of indirect costs are expenses relating to operations, such as general office and building expenses. These costs must represent a reasonable and proportional rate in relationship to direct costs. Consultation with City staff is advised to assist with defining indirect costs.

EDRST B-1

**City of University City
Economic Development Retail Sales Tax
FY22-23 Request for Funds: Budget Cost Summary**

Applicant U City In Bloom
Project Olive Boulevard - Design and Care for Gardens from Skinker to Midland
Amount of Request \$ 16,526

Provide a listing of each project or program proposed and the associated cost allocation.

	Total EDRST Funds	Applicant's Cash Funds	Applicant's Non-Cash Contributions	Other Funds	Project Total
I. Project or Program Direct Costs*					
Plant material	\$ 2,450				\$ 2,450
Soil amendments, Irrigation repairs	\$ 750				\$ 750
Garden design, mulching, plant installation, weeding, deadheading and pruning	\$ 12,391				\$ 12,391
Volunteers - 252 hours @ \$25.43 per hour			\$ 6,408		\$ 6,408
Total Direct Costs	\$ 15,591		\$ 6,408		\$ 21,999
II. Indirect Costs**					
Operations	\$ 935				\$ 935
BUDGET TOTAL - ALL ACTIVITIES	\$ 16,526		\$ 6,408		\$ 22,934

*Examples of direct costs are project materials, salaries, fringe and benefits, supplies and equipment that are tied to a particular cost objective such as a project or program. Consultation with City staff is advised to assist in defining direct costs.

**Examples of indirect costs are expenses relating to operations, such as general office and building expenses. These costs must represent a reasonable and proportional rate in relationship to direct costs. Consultation with City staff is advised to assist with defining indirect costs.

EDRST B-1

**City of University City
Economic Development Retail Sales Tax
FY22-23 Request for Funds: Budget Cost Summary**

Applicant U City In Bloom
Project Olive Blvd - Care, maintenance, replacement & watering of Trees and Groundcover
Amount Requested \$ 9,559

Provide a listing of each project proposed and the associated cost allocation.

	Total	Applicant's Cash	Applicant's Non-Cash		Project
I. Project or Program Direct Costs*	EDRST Funds	Funds	Contributions	Other Funds	Total
Maintenance and watering of 50 trees/groundcover	\$ 7,418				\$ 7,418
Replace up to 10 trees	\$ 1,600				\$ 1,600
Volunteers - 50 hours @ \$25.43/hour			\$1,272		\$ 1,272
Total Direct Costs	\$ 9,018				
II. Indirect Costs**					\$ 10,290
Operations	541				\$ 541
BUDGET TOTAL - ALL ACTIVITIES	\$ 9,559		\$1,272		\$ 10,831

*Examples of direct costs are project materials, salaries, fringe and benefits, supplies and equipment that are tied to a particular cost objective such as a project or program. Consultation with City staff is advised to assist in defining direct costs.

**Examples of indirect costs are expenses relating to operations, such as general office and building expenses. These costs must represent a reasonable and proportional rate in relationship to direct costs. Consultation with City staff is advised to assist with defining indirect costs.

EDRST B-1

**City of University City
Economic Development Retail Sales Tax
FY22-23 Request for Funds: Budget Cost Summary**

Applicant U City In Bloom
Project Delmar Loop - Design and care for Loop Planters from Eastgate to Kingsland
Amount of Request \$ 10,519

Provide a listing of each project or program proposed and the associated cost allocation.

	Total EDRST Funds	Applicant's Cash Funds	Applicant's Non-Cash Contributions	Other Funds	Project Total
I. Project or Program Direct Costs*					
Plant materials	\$ 2,722				\$ 2,722
Soil and amendments	\$ 1,075				\$ 1,075
Labor - garden design, installation and care	\$ 11,530				\$ 11,530
Loop Special Business District	\$ (6,000)			\$ 6,000	\$ (6,000)
Volunteers - 200 hours @ \$25.43 per hour			\$ 5,086		\$ 5,086
Total Direct Costs	\$ 9,327				\$ 19,871
II. Indirect Costs**					
Operations	\$ 1,192				\$ 1,192
BUDGET TOTAL - ALL ACTIVITIES	\$ 10,519		\$ 5,086	\$ 6,000	\$ 21,063

*Examples of direct costs are project materials, salaries, fringe and benefits, supplies and equipment that are tied to a particular cost objective such as a project or program. Consultation with City staff is advised to assist in defining direct costs.

**Examples of indirect costs are expenses relating to operations, such as general office and building expenses. These costs must represent a reasonable and proportional rate in relationship to direct costs. Consultation with City staff is advised to assist with defining indirect costs.

Economic Development Retail Sales Tax Expenditure Report

Date Submitted: 11/23/2022

Recipient Name: U City in Bloom

Project: Horticultural Work

Amount Awarded: \$52,090

Total Amount Requested this report: \$13,022.55

Invoices and/or Receipts Attached: x Yes No

Submit to:

City of University City
Attn: Brooke A. Smith, Deputy City Manager
6801 Delmar Boulevard
University City, MO 63130
bsmith@ucitymo.org

Project Name/Number	Description of Services	Amount Requested	Remaining EDRST Funds
Delmar Loop Planters	Design, plant, and maintain the 90 planters in the Delmar Loop	\$2,533.04	\$7,985.96
Olive Blvd. Gardens	Worked performed monthly to maintain the 9 gardens.	\$4,255.45	\$12,270.55
Olive Blvd. Tree and Groundcover Maintenance	Worked performed monthly by professional and volunteer landscapers to maintain the trees and tree pits on Olive	\$2,352.25	\$7,206.75
Olive Planters Maintenance	Worked performed by professional and volunteer landscapers to maintain the planters on Olive Blvd.	\$3,881.81	\$11,193.19

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Signature: /s/ Judy Prange

Title: _____

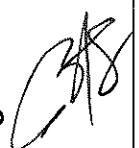
Office Use

Intake Date: 12/14/2022

Entered into database: Yes No

Approved: Yes No

Date submitted for payment: 12/14/2022



**The Economic Development Retail Sales Tax
Expenditure Report**

Date: Oct - Dec 2022 (2nd Qtr 2022-2023)

Recipient Name: U City in Bloom

Address: PO Box 50283, St. Louis, MO 63105

Total Amount Requested: \$13,022.55


Invoice to be paid by City: Yes

Submit to:

City of University City
Department of Community Development
6801 Delmar Boulevard
University City, MO 63130

Project Name/Number	Description of Services	Amount Approved	Requested this Quarter	Prior Quarters Requested	Amount Paid to UCB	Remaining EDRST Funds
UCIB18-01 -- Delmar Loop Planters	Design, plant and maintain the 90 planters in the Delmar Loop. Project approved for \$10,132.08 and will be billed quarterly at \$2,533.02	\$10,132.08	\$2,533.02	\$2,533.020	\$5,066.04	\$5,066.04
UCIB18-01-- Olive Blvd. Gardens	Work performed monthly to maintain the 9 Gardens. Project approved for \$17,021.76 and will be billed quarterly at \$4,255.44.	\$17,021.76	\$4,255.44	\$4,255.44	\$8,510.88	\$8,510.88
UCIB18 -- Olive Blvd. Tree Maintenance	Work performed monthly by professional and volunteer landscapers to maintain the trees and tree pits on Olive Blvd. Project approved for \$9,409.04 and will be billed quarterly at \$2,352.26.	\$9,409.04	\$2,352.26	\$2,352.26	\$4,704.52	\$4,704.52
UCIB18 -- Olive Planters Maintenance	Work performed by professional and volunteer landscapers to maintain the planters on Olive Blvd. Project approved for \$15,527.32 and will be billed quarterly at \$3,881.83	\$15,527.32	\$3,881.83	\$3,881.83	\$7,763.66	\$7,763.66
Total Amount		\$52,090.20	\$13,022.55	\$13,022.55	\$26,045.10	\$26,045.10

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Office Use Intake Date: 2/27/23
 Entered into database: Yes No
 Approved: Yes N
 Date submitted for payment: 2/27/23 

The Economic Development Retail Sales Tax
Expenditure Report

Date: Jan – March 2023 (3rd Qtr 2022-2023)

Recipient Name: U City in Bloom

Address: PO Box 50283, St. Louis, MO 63105

Total Amount Requested: \$13,022.55

Invoice to be paid by City: Yes

Submit to:

City of University City
Department of Community Development
6801 Delmar Boulevard
University City, MO 63130

Project Name/Number	Description of Services	Amount Approved	Requested this Quarter	Prior Quarters Requested	Amount Paid to UCB	Remaining EDRST Funds
UCIB18-01 -- Delmar Loop Planters	Design, plant and maintain the 90 planters in the Delmar Loop. Project approved for \$10,132.08 and will be billed quarterly at \$2,533.02	\$10,132.08	\$2,533.02	\$7,599.06	\$5,066.04	\$2,533.02
UCIB18-01-- Olive Blvd. Gardens	Work performed monthly to maintain the 9 Gardens. Project approved for \$17,021.76 and will be billed quarterly at \$4,255.44.	\$17,021.76	\$4,255.44	\$12,766.32	\$8,510.88	\$4,255.44
UCIB18 -- Olive Blvd. Tree Maintenance	Work performed monthly by professional and volunteer landscapers to maintain the trees and tree pits on Olive Blvd. Project approved for \$9,409.04 and will be billed quarterly at \$2,352.26.	\$9,409.04	\$2,352.26	\$7,056.78	\$4,704.52	\$2,352.26
UCIB18 -- Olive Planters Maintenance	Work performed by professional and volunteer landscapers to maintain the planters on Olive Blvd. Project approved for \$15,527.32 and will be billed quarterly at \$3,881.83	\$15,527.32	\$3,881.83	\$11,645.49	\$7,763.66	\$3,881.83
Total Amount		\$52,090.20	\$13,022.55	\$26,045.10	\$26,045.10	\$13,022.55

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Office Use Intake Date: _____
Entered into database: Yes No
Approved: Yes N
Date submitted for payment: _____

The Economic Development Retail Sales Tax
Expenditure Report

Date: April - June 2023 (4th Qtr 2022-2023)

Recipient Name: U City in Bloom

Address: PO Box 50283, St. Louis, MO 63105

Total Amount Requested this Period : \$13,022.55

Invoice to be paid by City: Yes

Submit to:

City of University City
Department of Community Development
6801 Delmar Boulevard
University City, MO 63130

Project Name/Number	Description of Services	Amount Approved	Requested this Quarter	Prior Quarters Requested	Amount Paid to Date to UCB	Remaining Funds to be Paid
UCIB18-01 -- Delmar Loop Planters	Design, plant and maintain the 90 planters in the Delmar Loop. Project approved for \$10,132.08 and will be billed quarterly at \$2,533.02	\$10,132.08	\$2,533.02	\$7,599.06	\$5,066.04	\$5,066.04
UCIB18-01-- Olive Blvd. Gardens	Work performed monthly to maintain the 9 Gardens. Project approved for \$17,021.76 and will be billed quarterly at \$4,255.44.	\$17,021.76	\$4,255.44	\$12,766.32	\$8,510.88	\$8,510.88
UCIB18 -- Olive Blvd. Tree Maintenance	Work performed monthly by professional and volunteer landscapers to maintain the trees and tree pits on Olive Blvd. Project approved for \$9,409.04 and will be billed quarterly at \$2,352.26.	\$9,409.04	\$2,352.26	\$7,056.78	\$4,704.52	\$4,704.52
UCIB18 -- Olive Planters Maintenance	Work performed by professional and volunteer landscapers to maintain the planters on Olive Blvd. Project approved for \$15,527.32 and will be billed quarterly at \$3,881.83	\$15,527.32	\$3,881.83	\$11,645.49	\$7,763.66	\$7,763.66
Total Amount		\$52,090.20	\$13,022.55	\$39,067.65	\$26,045.10	\$26,045.10

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Office Use Intake Date: _____
 Entered into database: Yes No
 Approved: Yes N
 Date submitted for payment: _____

Farmers Market

EDRST B-1

City of University City

Economic Development Retail Sales Tax

FY23 Request for Funds: Estimated Budget Summary

Applicant MAFM for the U City Farmers Market
Amount of Request \$28,000

Provide a listing of each project or program proposed and the associated cost allocation.

	EDRST Funds	Applicant's Cash Funds	Applicant's Non-Cash Contributions	Other Funds	Total
I. Project or Program Direct Costs *					
Marketing: Music & Event Fees	\$9,000.00			\$2,000.00	\$11,000.00
Advertising-Print, Web, Social Media	\$2,000.00			\$2,000.00	\$4,000.00
Graphic Design and Artwork	\$2,000.00	\$2,000.00	\$3,000.00		\$7,000.00
Banner, Sign and Poster Printing	\$1,000.00				\$1,000.00
Marketing & Event Services	\$9,500.00		\$7,000.00		\$16,500.00
Event Equipment and Rentals	\$2,300.00		\$2,000.00	\$2,000.00	\$6,300.00
Special Event Supplies	\$1,000.00	\$1,000.00	\$1,000.00		\$3,000.00
Culinary Series & Cooking Demos	\$1,200.00	\$500.00	\$2,500.00	\$1,000.00	\$5,200.00
SNAP/EBT, DUBF, HPES Programs		\$1,200.00	\$2,000.00	\$3,000.00	\$6,200.00
Market Set-Up and Security			\$10,000.00		\$10,000.00
Other Grants and Sponsorships				\$14,000.00	\$14,000.00
Program Management			\$3,000.00	\$5,000.00	\$8,000.00
<i>SUB-TOTOTAL DIRECT</i>	<i>\$28,000.00</i>	<i>\$4,700.00</i>	<i>\$30,500.00</i>	<i>\$29,000.00</i>	<i>\$92,200.00</i>
II. Indirect Costs **				Other In-Kind	
Facility Rent; In-Kind Donation				\$30,000.00	\$30,000.00
Facility Utilities-Charter, R & R, Other		\$6,600.00			\$6,600.00
Facility and Grounds Maintenance			\$12,000.00		\$12,000.00
Event and Liability Insurance		\$1,200.00			\$1,200.00
General Operating Expenses		\$4,500.00			\$4,500.00
<i>SUBTOTAL INDIRECT</i>		<i>\$12,300.00</i>	<i>\$12,000.00</i>	<i>\$30,000.00</i>	<i>\$54,300.00</i>
<i>BUDGET TOTAL - ALL ACTIVITIES</i>	<i>\$28,000.00</i>	<i>\$17,000</i>	<i>\$42,500</i>	<i>\$59,000</i>	<i>\$146,500.00</i>

Please Note: EDRST Budget estimate is based on pre-pandemic figures

EDRST B-1

City of University City

Economic Development Retail Sales Tax

FY23 Request for Funds: Wednesday Farmers Market

January 30, 2023

Applicant

MAFM for the U City Farmers Market

Amount of Request

\$18,400

Provide a listing of each project or program proposed and the associated cost allocation.

	EDRST Funds	Applicant's Cash Funds	Applicant's Non-Cash Contributions	Other Funds	Total
I. Project or Program Direct Costs *					
Kick-Off Campaign: Direct Mail	\$5,000.00	\$2,000.00			\$7,000.00
Kick-Off Campaign: Digital Ads	\$3,000.00				\$3,000.00
Special Events: Music & Themed Markets	\$900.00		\$400.00		\$1,300.00
Marketing & Event Services	\$1,000.00		\$1,000.00		\$2,000.00
Other Event Services	\$700.00		\$700.00		\$1,400.00
Graphic Design and Artwork	\$500.00	\$200.00	\$200.00		\$900.00
Banner, Sign and Poster Printing	\$300.00				\$300.00
Shade Structures	\$5,000.00	\$2,000.00	\$1,000.00	\$2,000.00	\$10,000.00
Mobile Planter Units and Fans	\$2,000.00		\$1,000.00	\$500.00	\$3,000.00
Culinary Series & Cooking Demos			\$2,500.00	\$1,000.00	\$3,500.00
SNAP/EBT, DUBF Programs			\$300.00	\$300.00	\$600.00
Market Set-Up and Security			\$5,000.00		\$5,000.00
Other Grants and Sponsorships				\$3,000.00	\$3,000.00
Program Management					
SUB-TOTAL DIRECT	\$18,400.00	\$4,200.00	\$12,100.00	\$6,800.00	\$41,000.00
II. Indirect Costs **				Other In-Kind	
Facility Rent; In-Kind Donation				\$30,000.00	\$30,000.00
Facility Utilities-Charter, R & R, Other		\$6,600.00			\$6,600.00
Facility and Grounds Maintenance			\$12,000.00		\$12,000.00
Event and Liability Insurance		\$1,200.00			\$1,200.00
General Operating Expenses		\$4,500.00			\$4,500.00
SUBTOTAL INDIRECT		\$12,300.00	\$12,000.00	\$30,000.00	\$54,300.00
BUDGET TOTAL - ALL ACTIVITIES	\$18,400.00	\$16,500	\$14,100	\$36,800	\$95,300.00

EDRST B-1

City of University City

Economic Development Retail Sales Tax

FY23 Request for Funds: Winter Markets and Spring Events

Budget Estimate

Applicant

MAFM for the U City Farmers Market

Amount of Request

\$7,500

Provide a listing of each project or program proposed and the associated cost allocation.

	EDRST Funds	Applicant's Cash Funds	Applicant's Non-Cash Contributions	Other Funds	Total
I. Project or Program Direct Costs *					
Winter Market: Marketing & Event Services	\$3,000.00		\$3,000.00		\$6,000.00
Winter Market: Other Event Services	\$900.00				\$900.00
Winter Event: Winter Weather Warrior	\$300.00		\$100.00		\$400.00
Spring Events: New Culinary Series	\$750.00		\$300.00	\$300.00	\$1,200.00
Spring Events: Bring a Friend to Market Day	\$300.00		\$100.00		\$400.00
Spring Events: Petting Farm	\$700.00		\$200.00		\$900.00
Spring Events: Other	\$500.00		\$500.00		\$1,000.00
Banner, Sign and Poster Printing	\$550.00				\$550.00
Graphic Design and Artwork	\$500.00		\$500.00		\$500.00
Event Equipment and Rentals					\$0.00
SNAP/EBT, DUBF Programs			\$300.00	\$300.00	\$600.00
Market Set-Up and Security			\$2,000.00		\$2,000.00
Other Grants and Sponsorships				\$3,000.00	\$3,000.00
Winter Market Management			\$6,000.00		\$6,000.00
SUB-TOTAL DIRECT	\$7,500.00		\$13,000.00	\$3,600.00	\$24,100.00
II. Indirect Costs **				Other In-Kind	
Facility Rent; In-Kind Donation				\$30,000.00	\$30,000.00
Facility Utilities-Charter, R & R, Other		\$6,600.00			\$6,600.00
Facility and Grounds Maintenance			\$12,000.00		\$12,000.00
Event and Liability Insurance		\$1,200.00			\$1,200.00
General Operating Expenses		\$4,500.00			\$4,500.00
SUBTOTAL INDIRECT		\$12,300.00	\$12,000.00	\$30,000.00	\$54,300.00
BUDGET TOTAL - ALL ACTIVITIES	\$7,500.00	\$12,300	\$25,000	\$33,600	\$78,400.00

City of University City
 Economic Development Retail Sales Tax
 Request for Funds¹
 EDRST FY23 (July 2021-June 2022)

Applicant: Midwest Assoc of Farmers Market
 Address: PO Box 440340, St. Louis, MO 63144
 Project Manager: Deborah Henderson
 Email: midwestmarkets1@gmail.com
 Phone: 314-913-6632

Project Direct Costs (Vendor Names) ²	Amount	Subtotal
7/2 Music/ Pickin Buds (Bnk Stmt #1925, Rcpt Bk) ✓	\$400.00	400.00
7/9 Music/Gerard Erker (Bnk Stmt #1928, Rcpt Bk) ✓	\$200.00	200.00
7/16 Music/J Brookman (Bnk Stmt #1933, Rcpt Bk) ✓	\$200.00	200.00
7/23 Music/The Murphtones (Bnk Stmt, Rcpt Bk) ✓	\$360.00	360.00
7/29 Music/C & D Buckhannon (Bnk Stmt #1945, #1946, Rcpt Bk) ✓	\$200.00	200.00
7/29 Music/Tom Mason (Bnk Stmt #1947, Rcpt Bk) ✓	\$100.00	100.00
July Market Event Work/Steve Marshall (Stmt & Inv) ✓	\$442.50	442.50
July Market Event Work/Nic Smith (Stmt & Inv) ✓	\$44.50 42.50	42.50
July Market Event Work/Isabella Dolor (Stmt & Inv) ✓	\$302.50	302.50
July Marketing & Events Services (Invoice) ✓	\$1260.00	1,260.00
PayPal Advertising (Invoice) ✓	\$124.99	124.99
Banners, Signs /Ink Spot (Invoice) ✓	\$234.00	234.00
TOTAL DUE	\$3868.49	3,866.49

Applicant's Funding Information	
Submittal Date	Dec 28, 2022
Project Title	Farmers Market
Project No	#6040
Project Time Frame	July 2022-June 2023
Report Time Frame	July 2022
Original Amount	\$28,000.00
Funds Already Used	00.00
Available Balance	\$28,000.00
Funds Used This Report	\$3,868.49
Funds Remaining	\$24,131.51
Notes: Approved for payment Submitted to Finance 3/28/23	

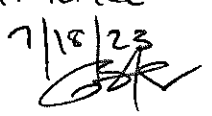
1. Submit to: City of University City, Community Development Office, 6801 Delmar Blvd, University City, MO 63130
2. Funds will be paid directly to the applicant, not the vendors. Attach invoices or other documentation supporting the request amount to this form.
3. Examples of direct costs are project materials, salaries, fringe and benefits, supplies, and equipment that are tied to a particular cost objective such as a project or program. Examples of indirect costs are expenses relating to operations, such as general office and building expenses. These costs must represent a reasonable and proportional rate in relationship to direct costs. Consultation with City staff is advised to assist with defining indirect costs.

City of University City
 Economic Development Retail Sales Tax
 Request for Funds¹
 EDRST FY23 (July 2021-June 2022)

Applicant: Midwest Assoc of Farmers Market
 Address: PO Box 440340, St. Louis, MO 63144
 Project Manager: Deborah Henderson
 Email: midwestmarkets1@gmail.com
 Phone: 314-913-6632

Project Direct Costs (Vendor Names) ²	Amount	Subtotal
4/1 Music/Jake Brookman (Bnk Stmt #2056, Rcpt Bk) ✓	\$200.00	
4/8 Music/Paul Rhodes (Bnk Stmt #2059, Rcpt Bk) ✓	\$250.00	
4/15 Music/Gerard Erker (Bnk Stmt #2065, Rcpt Bk) ✓	\$250.00	
4/22 Music/Tommy Halloran (Bnk Stmt #2068, Rcpt Bk) ✓	\$500.00	
4/29 Music/Roy St John (Bnk Stmt #2077, Rcpt Bk) ✓	\$250.00	\$1450.00
April Market Event Work/Steve Marshall (Stmt & Inv)	\$401.25	
April Market Event Work/Alec Ryan (Stmt & Inv)	\$258.75	
April Marketing & Events Services (Invoice)	\$1240.00	\$3350.00
		\$1,900 ✓
TOTAL DUE	\$3,350.00	\$3,350.00

Applicant's Funding Information	
Submittal Date	July 10, 2023
Project Title	Farmers Market
Project No	#6040
Project Time Frame	July 2022-June 2023
Report Time Frame	April 2023
Original Amount	\$28,000.00
Funds Already Used	\$19,997.93
Available Balance	\$8,002.07
Funds Used This Report	\$3,350.00
Funds Left After Report	\$4652.07

Notes:
 Rcvd 7/12
 Submitted to Finance
 7/18/23


1. Submit to: City of University City, Community Development Office, 6801 Delmar Blvd, University City, MO 63130
2. Funds will be paid directly to the applicant, not the vendors. Attach invoices or other documentation supporting the request amount to this form.
3. Examples of direct costs are project materials, salaries, fringe and benefits, supplies, and equipment that are tied to a particular cost objective such as a project or program. Examples of indirect costs are expenses relating to operations, such as general office and building expenses. These costs must represent a reasonable and proportional rate in relationship to direct costs. Consultation with City staff is advised to assist with defining indirect costs.

City of University City
 Economic Development Retail Sales Tax
 Request for Funds¹
 EDRST FY23 (July 2021-June 2022)

Applicant: Midwest Assoc of Farmers Market
 Address: PO Box 440340, St. Louis, MO 63144
 Project Manager: Deborah Henderson
 Email: midwestmarkets1@gmail.com
 Phone: 314-913-6632

Project Direct Costs (Vendor Names) ²	Amount	Subtotal
Marketing—Facebook Ads (Paypal)	\$94.72	
Marketing—Constant Contact ✓	\$378.00	
Winter Event: Winter Weather Warrior	N/C	
Spring Event: Bring a Friend to Market Day	N/C	
Spring Event: Cowboy Critters Petting Farm ✓	\$721.16	
Spring Event: Culinary Series ✓	\$392.35	
Event Equipment: Canopy Tops ✓	\$915.71	
Event Décor: Thies Greenhouses and NG Heimos Nursery ✓	\$816.36	
Event Supplies: Earthday Kids Activity ✓	\$162.65	
Marketing & Event Services & Graphic Design (Invoice) ✓	\$3500.00	
Event Work/Steve Marshall (Stmt & Inv) ✓	\$326.25	
Event Work/Ansar Adabjic (Stmt & Inv) ✓	\$472.50	477.50 <i>AB</i>
TOTAL SPENT	\$7779.70	
TOTAL DUE	\$7500.00	

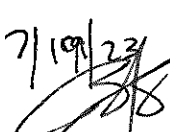
Applicant's Funding Information	
Submittal Date	July 17, 2023
Project Title	Winter Market and Spring Events
Project No	#6040
Project Time Frame	Jan-June 2023
Report Time Frame	Jan-June 2023
Original Amount	\$7,500.00
Funds Already Used	\$00.00
Available Balance	\$7,500.00
Funds Used This Report	\$7,500.00
Funds Left After Report	\$00.00
Notes: Recvd 7/19/23 Submitted to Finance 8/11/23 <i>BA</i>	

1. Submit to: City of University City, Community Development Office, 6801 Delmar Blvd, University City, MO 63130
2. Funds will be paid directly to the applicant, not the vendors. Attach invoices or other documentation supporting the request amount to this form.
3. Examples of direct costs are project materials, salaries, fringe and benefits, supplies, and equipment that are tied to a particular cost objective such as a project or program. Examples of indirect costs are expenses relating to operations, such as general office and building expenses. These costs must represent a reasonable and proportional rate in relationship to direct costs. Consultation with City staff is advised to assist with defining indirect costs.

City of University City
 Economic Development Retail Sales Tax
 Request for Funds¹
 EDRST FY23 (July 2021-June 2022)

Applicant: Midwest Assoc of Farmers Market
 Address: PO Box 440340, St. Louis, MO 63144
 Project Manager: Deborah Henderson
 Email: midwestmarkets1@gmail.com
 Phone: 314-913-6632

Project Direct Costs (Vendor Names) ²	Amount	Subtotal
Marketing—Kopytek Direct Mailer Printing & Delivery ✓	\$2787.30	
Marketing—USPS Direct Mailer Postage ✓	\$3189.47	
Marketing—Sauce Digital Ads ✓	\$500.00	
Marketing—Facebook Ads ✓	\$930.46	
Marketing & Event Services & Graphic Design (Invoice) ✓	\$1520.00	
Music: Nick Gusman and the Coyotes ✓	\$525.00	
Facepainting: Faces by Rachael ✓	\$245.00	
Heat Amelioration Equip—Canopy Tents ✓	\$6,686.00	
Heat Amelioration Equip—Fans: 42" Drum and 2-30" Pedestal ✓	\$450.00	
Heat Amelioration Equip—Mobile Planters ✓	\$898.91	
Equipment Rental—Ango Kernan ✓	\$603.60	
TOTAL DUE	\$18,335.74	18,335.74

Applicant's Funding Information	
Submittal Date	July 13, 2023
Project Title	Wed Market, Marketing Campaign & Equip
Project No	#6040
Project Time Frame	April-June 2023
Report Time Frame	April-June 2023
Original Amount	\$18,400.00
Funds Already Used	\$00.00
Available Balance	\$18,400.00
Funds Used This Report	\$18,335.74
Funds Left After Report	\$00.00
Notes: Revd 7/13/23 Submitted to Finance 7/19/23 	

1. Submit to: City of University City, Community Development Office, 6801 Delmar Blvd, University City, MO 63130
2. Funds will be paid directly to the applicant, not the vendors. Attach invoices or other documentation supporting the request amount to this form.
3. Examples of direct costs are project materials, salaries, fringe and benefits, supplies, and equipment that are tied to a particular cost objective such as a project or program. Examples of indirect costs are expenses relating to operations, such as general office and building expenses. These costs must represent a reasonable and proportional rate in relationship to direct costs. Consultation with City staff is advised to assist with defining indirect costs.

Mannequins Project
2023 Budget

EDRST Funds \$25,000

-Advertising - \$14,500

*KMOV

*KTVI

*KSDK

* Town & Style Magazine

*T-Shirts

*Videographer

*Commercial

-Marketing - \$3,400

*Social Media

*Signage

-Cash Prizes - \$6,000

-Gift Cards (Loop) Business Bucks - \$1,100

Economic Development Retail Sales Tax Expenditure Report

Date Submitted: 4-19-23
 Recipient Name: Audrey Jones
 Project: Mannequins Project
 Amount Awarded: \$ 25,000
 Total Amount Requested this report: \$ 5,400
 Invoices and/or Receipts Attached: Yes No

Submit to:
 City of University City
 Attn: Brooke A. Smith, Deputy City Manager
 6801 Delmar Boulevard
 University City, MO 63130
 bsmith@ucitymo.org

Project Name/Number	Description of Services	Amount Requested	Remaining EDRST Funds
Mannequins Project	Advertising	\$ 2,000	\$ 23,000
Mannequins Project	Advertising	\$ 3,400	\$ 19,600
		\$ 5,400	

See attached

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Signature: *Audrey Jones*
 Title: Owner

Office Use

Intake Date: 4/21/2023
 Entered into database: Yes No
 Approved: Yes No
 Date submitted for payment: 4/21/2023

[Signature]

Economic Development Retail Sales Tax Expenditure Report

Date Submitted: 5/30/23
 Recipient Name: Audrey Jones
 Project: Mannequins Project
 Amount Awarded: \$ 25,000
 Total Amount Requested this report: \$ 18,500
 Invoices and/or Receipts Attached: Yes No

Submit to:
 City of University City
 Attn: Brooke A. Smith, Deputy City Manager
 6801 Delmar Boulevard
 University City, MO 63130
 bsmith@ucitymo.org

Project Name/Number	Description of Services	Amount Requested	Remaining EDRST Funds
Mannequins Project	Advertising - Town+ Style \$1,700 Videographer \$1,493.50, T-shirts \$1,272.58	\$ 9,100	Ø
	Marketing - Signage \$1,362 Social Media - \$1,500	\$ 3,032	\$ 368
	Cash Prizes	\$ 6,000	Ø
	Gift Cards	\$ 1,100	Ø
	Marketing - Social Media	\$ 368	Ø
		\$ 19,600	Ø

Capped

 See last line

Capped

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Signature: See Email
 Title: _____

Office Use
 Intake Date: 5/31/23
 Entered into database: Yes No
 Approved: Yes No
 Date submitted for payment: 6/2/23

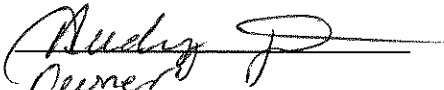
Economic Development Retail Sales Tax Expenditure Report

Date Submitted: 4/21/23
 Recipient Name: Audrey Jones
 Project: Mannequins Project
 Amount Awarded: \$25,000
 Total Amount Requested this report: \$5,000
 Invoices and/or Receipts Attached: Yes No

Submit to:
 City of University City
 Attn: Brooke A. Smith, Deputy City Manager
 6801 Delmar Boulevard
 University City, MO 63130
 bsmith@ucitymo.org

Project Name/Number	Description of Services	Amount Requested	Remaining EDRST Funds
Mannequins Project	Advertising	\$5,000	\$4,100 \$14,000

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Signature: 
 Title: Owner

Office Use
 Intake Date: 5/31/23
 Entered into database: Yes No
 Approved: Yes No
 Date submitted for payment: 5/31/23

LSBD Budget – EDRST Funds

Events and Receptions - \$100,000

- Loop Ice Carnival - \$63,730.07
 - Entertainment - \$7,200
 - Supplies - \$3,360.28
 - Ice Creations - \$32,250.00
 - Advertising and Marketing - \$3,680.02
 - Security - \$1,000
 - Admin Costs - \$12,746.00
- April/May Event – \$25,381.00
 - Entertainment - \$9,700
 - Supplies - \$3,355
 - Setup - \$3,150
 - Advertising and Marketing - \$1,100
 - Security - \$2,000
 - Admin Costs - \$5,076
- Juneteenth
 - Entertainment - \$5,000
 - Supplies - \$125
 - Setup - \$950
 - Advertising and Marketing - \$1,100
 - Security - \$1,000
 - Admin Costs - \$2,293

Advertising - \$17,500

Gift Cards purchased from Loop Business for Promotions - \$10,000

Digital Directory Installation/Tents for Events - \$66,000

Expanded Outdoor Dining and Storage - \$21,800

Economic Development Retail Sales Tax Expenditure Report

Date Submitted: 1/30/2023

Recipient Name: Loop Special Business District

Project: January 21, 2023

Total Amount Requested this report: \$59,607.02

Invoices and/or Receipts Attached: Yes

Submit to:

City of University City
Department of Administration
6801 Delmar Boulevard
University City, MO 63130

Project Name/Number	Description of Services	Amount Requested
LSBD Event – Loop Ice Carnival	Temporary Tattoo Stations to Adhere Tattoo – Sponges, Paper Towels, Rubbermaid Containers for Water, Gallon Ziplock Bags	\$22.89
LSBD Event – Loop Ice Carnival	Zi Teng Wang – Magician for Loop Ice Carnival	\$600.00
LSBD Event – Loop Ice Carnival	Bean Bags for Frozen Corn Hole Game	\$47.98
LSBD Event – Loop Ice Carnival	Walmart for Igloo Coolers to Hold Ice Cubes	\$62.28
LSBD Event – Loop Ice Carnival	Walmart for Igloo Coolers to Hold Ice Cubes	\$321.92
LSBD Event – Loop Ice Carnival	Temporary Tattoos	\$1,588.83
LSBD Event – Loop Ice Carnival	Oriental Trading – Stuffed Animals and Slap Bracelets as Prizes for Kids	\$688.69
LSBD Event – Loop Ice Carnival	DJ Rops & Charles to Play Music During Loop Ice Carnival	\$1,000.00
LSBD Event – Loop Ice Carnival	Hi- Tech Copy Center Ice Carnival Posters to Hang in Businesses	\$186.25

LSBD Event – Loop Ice Carnival	Blair Candy – Chocolate Candy Coins Frozen in Ice Cubes	\$209.60
LSBD Event – Loop Ice Carnival	Blair Candy – Chocolate Candy Coins Frozen in Ice Cubes	\$419.13
LSBD Event – Loop Ice Carnival	Full Spectrum Ice Sculptures – For all Ice Creations at Ice Carnival	\$31,250.00
LSBD Event – Loop Ice Carnival	Flux Infernos Fire Performers	\$1,500.00
LSBD Event – Loop Ice Carnival	Face Painting at 2 Locations During Ice Carnival	\$900.00
LSBD Event – Loop Ice Carnival	1 of 4 Rainbow Stiltwalkers at Loop Ice Carnival	\$700.00
LSBD Event – Loop Ice Carnival	2 of 4 Rainbow Stiltwalkers at Loop Ice Carnival	\$1,100.00
LSBD Event – Loop Ice Carnival	3 of 4 Rainbow Stiltwalkers at Loop Ice Carnival	\$700.00
LSBD Event – Loop Ice Carnival	4 of 4 Rainbow Stiltwalkers at Loop Ice Carnival	\$700.00
LSBD Event – Loop Ice Carnival	Facebook Advertising for Loop Ice Carnival	\$750.00
LSBD Event – Loop Ice Carnival	Facebook Advertising for Loop Ice Carnival	\$750.00
LSBD Event – Loop Ice Carnival	Facebook Advertising for Loop Ice Carnival	\$900.00
LSBD Event – Loop Ice Carnival	Facebook Advertising for Loop Ice Carnival	\$900.00
LSBD Event – Loop Ice Carnival	Facebook Advertising for Loop Ice Carnival	\$193.77

LSBD Event – Loop Ice Carnival	University City Police Patrol During Loop Ice Carnival	\$1,000.00
LSBD Event – Loop Ice Carnival	Extension Cords	\$69.68
LSBD Event – Loop Ice Carnival	After Event Clean Up	\$300.00
LSBD Event – Loop Ice Carnival	Administration Costs for Event	\$12,746.00
		\$59,607.02

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Signature: _____

Title: _____

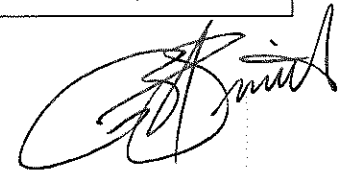
Office Use

Intake Date: 2/3/23

Entered into database: Yes No

Approved: Yes No

Date submitted for payment: 2/3/23



Economic Development Retail Sales Tax Expenditure Report

Date Submitted: 6/30/2023

Recipient Name: Loop Special Business District

Project: April 22, 2023

Total Amount Requested this report: \$22,869.87

Invoices and/or Receipts Attached: Yes

Submit to:

City of University City
Department of Administration
6801 Delmar Boulevard
University City, MO 63130

Project Name/Number	Description of Services	Amount Requested
LSBD Event – 420 Fest	Security - 4 off duty police officers from 11:30am - 8:30pm	\$1,800.00
LSBD Event – 420 Fest	25 Tables and 100 Charis	\$445.52
LSBD Event – 420 Fest	Contemporary Productions - Aaron Kamm payment 1 of 2	\$3,500.00
LSBD Event – 420 Fest	Contemporary Productions - Aaron Kamm payment 2 of 2	\$3,000.00
LSBD Event – 420 Fest	Portable Water Closet - Portable Restrooms	\$890.00
LSBD Event – 420 Fest	Joy of Pancakes - Pancake Art Demos	\$1,250.00
LSBD Event – 420 Fest	Zi The Mentalist - Magician	\$900.00
LSBD Event – 420 Fest	Gold Star Tie Dye - Tie Dye Reveal	\$500.00
LSBD Event – 420 Fest	Commerce Color - Stage Banners	\$817.00

LSBD Event – 420 Fest	OndBus Audio for Jake’s Leg and Aaron Kamm and the One Drops	\$1,200.00
LSBD Event – 420 Fest	Flux Infernos Fire Performers	\$1,200.00
LSBD Event – 420 Fest	Klance Unlimited - Generator Rental	\$1,012.50
LSBD Event – 420 Fest	Portable Water Closet - Portable Restrooms - ADA & Extra Hand Washing Station	\$385.00
LSBD Event – 420 Fest	Martinez Construction	\$580.00
LSBD Event – 420 Fest	Loop 420 Fest Posters for Businesses	\$70.50
LSBD Event – 420 Fest	Home Depot Tape for Loop 420 Fest vendor sign placement and consumption signs	\$47.32
LSBD Event – 420 Fest	Home Depot Weed Killer	\$129.16
LSBD Event – 420 Fest	Hi Tech Copy Center - No Consumption Signs for Loop 420 Fest	\$568.90
LSBD Event – 420 Fest	Administration Cost for EveAdministration Cost for Event	\$4,573.97
		\$ 22,869.87

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Signature: _____

Title: _____

Office Use

Intake Date: _____

Entered into database: Yes No

Approved: Yes No

Date submitted for payment: _____

Economic Development Retail Sales Tax Expenditure Report

Date Submitted: 6/30/2023

Recipient Name: Loop Special Business District

Project: April 22, 2023

Total Amount Requested this report: \$22,869.87

Invoices and/or Receipts Attached: Yes

Submit to:

City of University City
Department of Administration
6801 Delmar Boulevard
University City, MO 63130

Project Name/Number	Description of Services	Amount Requested
LSBD Event – 420 Fest	Security - 4 off duty police officers from 11:30am - 8:30pm	\$1,800.00
LSBD Event – 420 Fest	25 Tables and 100 Charis	\$445.52
LSBD Event – 420 Fest	Contemporary Productions - Aaron Kamm payment 1 of 2	\$3,500.00
LSBD Event – 420 Fest	Contemporary Productions - Aaron Kamm payment 2 of 2	\$3,000.00
LSBD Event – 420 Fest	Portable Water Closet - Portable Restrooms	\$890.00
LSBD Event – 420 Fest	Joy of Pancakes - Pancake Art Demos	\$1,250.00
LSBD Event – 420 Fest	Zi The Mentalist - Magician	\$900.00
LSBD Event – 420 Fest	Gold Star Tie Dye - Tie Dye Reveal	\$500.00
LSBD Event – 420 Fest	Commerce Color - Stage Banners	\$817.00

LSBD Event – 420 Fest	OndBus Audio for Jake’s Leg and Aaron Kamm and the One Drops	\$1,200.00
LSBD Event – 420 Fest	Flux Infernos Fire Performers	\$1,200.00
LSBD Event – 420 Fest	Klance Unlimited - Generator Rental	\$1,012.50
LSBD Event – 420 Fest	Portable Water Closet - Portable Restrooms - ADA & Extra Hand Washing Station	\$385.00
LSBD Event – 420 Fest	Martinez Construction	\$580.00
LSBD Event – 420 Fest	Loop 420 Fest Posters for Businesses	\$70.50
LSBD Event – 420 Fest	Home Depot Tape for Loop 420 Fest vendor sign placement and consumption signs	\$47.32
LSBD Event – 420 Fest	Home Depot Weed Killer	\$129.16
LSBD Event – 420 Fest	Hi Tech Copy Center - No Consumption Signs for Loop 420 Fest	\$568.90
LSBD Event – 420 Fest	Administration Cost for EveAdministration Cost for Event	\$4,573.97
		\$ 22,869.87

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Signature: _____

Title: _____

Office Use

Intake Date: _____

Entered into database: Yes No

Approved: Yes No

Date submitted for payment: _____

Recvd 6/30/23

Economic Development Retail Sales Tax Expenditure Report

Date Submitted: 6/30/2023
Recipient Name: Loop Special Business District
Project: June 17, 2023
Total Amount Requested this report: \$17,503.27
Invoices and/or Receipts Attached: Yes

Submit to:
City of University City
Department of Administration
6801 Delmar Boulevard
University City, MO 63130

Project Name/Number	Description of Services	Amount Requested
LSBD Event – Juneteenth	Security - 3 off duty police officers from 11 am - 8 pm	800.00 ✓
LSBD Event – Juneteenth	Fabick Cat Rental - Generator to power Tivoli Stage	\$2,083.27 ✓
LSBD Event – Juneteenth	Knox Entertainment LLC - Payment for S Musical Performances - payment 1 of 2	\$10,000.00 ✓
LSBD Event – Juneteenth	Knox Entertainment LLC - Payment for S Musical Performances - payment 1 of 2	\$320.00 ✓
LSBD Event – Juneteenth	STL Fun LLC 4 Bounce Houses for Kids Zone	\$800.00 ✓
LSBD Event – Juneteenth	Administration Cost for Event	\$3,500.00 ✓
		\$17,503.27

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Signature: _____
Title: _____

Admin - \$6,383.27
Entertain - \$10,320.00
[Signature]

Office Use

Intake Date: 6/30/2023
Entered into database: Yes No
Approved: Yes No
Date submitted for payment: 7/18/23

[Signature]

Economic Development Retail Sales Tax Expenditure Report

Date Submitted: 2/3/2023

Recipient Name: Loop Special Business District

Project: October 5, 2023

Total Amount Requested this report: \$34,548.74

Invoices and/or Receipts Attached: Yes

Submit to:

City of University City
Department of Administration
6801 Delmar Boulevard
University City, MO 63130

Project Name/Number	Description of Services	Amount Requested
LSBD Event – Digital Directories	Amazon - 4 Sandisks HD for Directories – 16 GB	\$21.60
LSBD Event – Digital Directories	CVS - 4 Sandisks HD for Directories – 320 GB	\$97.14
LSBD Event – Digital Directories	Show Me Electrical Services - Labor for Digital Directory Installation	\$4,430.00
LSBD Event – Digital Directories	Premium AV Solutions – Purchase of Digital Directories	\$30,000.00
		\$ 34,548.74

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Signature: _____

Title: _____

Office Use

Intake Date: _____

Entered into database: Yes No

Approved: Yes No

Date submitted for payment: _____

Economic Development Retail Sales Tax Expenditure Report

Date Submitted: 6/30/2023

Recipient Name: Loop Special Business District

Project: October 5, 2023

Total Amount Requested this report: \$34,548.74

Invoices and/or Receipts Attached: Yes

Submit to:

City of University City
Department of Administration
6801 Delmar Boulevard
University City, MO 63130

Project Name/Number	Description of Services	Amount Requested
LSBD Event – Digital Directories	Lighting work provided by Metro Electric-Lighting	\$30,954.53
		\$ 30,954.53

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Signature: _____

Title: _____

Office Use

Intake Date:

Entered into database: Yes No

Approved: Yes No

Date submitted for payment:

Economic Development Retail Sales Tax Expenditure Report

Date Submitted: 6/30/2023

Recipient Name: Loop Special Business District

Project: July 1, 2022 - June 30, 2023 Advertising

Total Amount Requested this report: \$13,488.83

Invoices and/or Receipts Attached: Yes

Submit to:
 City of University City
 Department of Administration
 6801 Delmar Boulevard
 University City, MO 63130

Project Name/Number	Description of Services	Amount Requested
LSBD Event – Advertising	2.28.23 - Facebook Ads - Loop 420 Fest	\$739.35
LSBD Event – Advertising	3.5.23 - Facebook Ads - Loop 420 Fest	\$900.00
LSBD Event – Advertising	3.10.23 - Facebook Ads - Loop 420 Fest	\$900.00
LSBD Event – Advertising	3.24.23 - Facebook Ads- Loop 420 Fest	\$900.00
LSBD Event – Advertising	3.31.23 - Facebook Ads - Loop 420 Fest	\$493.21
LSBD Event – Advertising	4.24.23 - Facebook Ads- Loop 420 Fest	\$900.00
LSBD Event – Advertising	4.30.23 - Facebook Ads - Loop 420 Fest	\$349.92
LSBD Event – Advertising	6.14.23 - Facebook Ads - Juneteenth	\$900.00
LSBD Event – Advertising	6.15.23 - Facebook Ads - Juneteenth	\$900.00

LSBD Event – Advertising	6.16.23 - Facebook Ads- Juneteenth	\$900.00
LSBD Event – Advertising	6.20.23 - Facebook Ads- Juneteenth	\$300.00
LSBD Event – Advertising	Visit The Loop Directory Plugin - Website Diretory	\$46.75
LSBD Event – Advertising	Visit The Loop Website File Transfer	\$150.00
LSBD Event – Advertising	Visit The Loop Website Creation	\$5,000.00
LSBD Event – Advertising	Visit The Loop Website Plugin	\$31.60
LSBD Event – Advertising	Visit The Loop Website Theme	\$78.00
		\$ 13,488.83

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Signature: _____

Title: _____

Office Use

Intake Date: _____

Entered into database: Yes No

Approved: Yes No

Date submitted for payment: _____

LSBD Event – Advertising	6.16.23 - Facebook Ads- Juneteenth	\$900.00
LSBD Event – Advertising	6.20.23 - Facebook Ads- Juneteenth	\$300.00
LSBD Event – Advertising	Visit The Loop Directory Plugin - Website Diretory	\$46.75
LSBD Event – Advertising	Visit The Loop Website File Transfer	\$150.00
LSBD Event – Advertising	Visit The Loop Website Creation	\$5,000.00
LSBD Event – Advertising	Visit The Loop Website Plugin	\$31.60
LSBD Event – Advertising	Visit The Loop Website Theme	\$78.00
		\$ 13,488.83

CERTIFICATION: I certify that the information on this form is a true and accurate report of the status and that all reported expenditures are properly chargeable.

Signature: _____

Title: _____

Office Use

Intake Date:

Entered into database: Yes No

Approved: Yes No

Date submitted for payment:



OFFICE OF THE CITY MANAGER

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8531

M E M O R A N D U M

TO: Members of the Economic Development Retail Sales Tax Board

FROM: Brooke A. Smith, Deputy City Manager/Dir. of Economic Development

DATE: August 22, 2023

SUBJECT: Agenda Item 4(ii) – Policy Recommendation – Prohibit Funding of Events Promoting the Use of Marijuana, Cigarettes, and/or Alcohol - **Vote Required**

This agenda item asks the Board to consider recommending a policy that prohibits the funding of any events that promote the use of marijuana, cigarettes, and alcohol.

This board previously expressed its apprehension at reimbursing an event that celebrates and promotes the use of marijuana. However, there is currently no policy on the books that prohibits the funding of such an event, hence the recommendation to move forward with approving the reimbursement of the 4/20 Event that was held.

Staff is requesting that Board consider recommending a policy that would prohibit the funding of any event that promotes the use of marijuana, cigarettes, and/or alcohol. Should this Board choose to recommend this policy, the recommendation will be presented to the City Manager for next steps.

Please do not hesitate to contact me with any questions.

Recommendation: Motion to recommend to the City Council the implementation of a policy that prohibits the funding of events that promote the use of marijuana, cigarettes, and alcohol.

Attachments: None



OFFICE OF THE CITY MANAGER

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8531

M E M O R A N D U M

TO: Members of the Economic Development Retail Sales Tax Board

FROM: Brooke A. Smith, Deputy City Manager/Dir. of Economic Development

DATE: August 22, 2023

SUBJECT: Agenda Item 5(ii) – FY24 Allocations – UCIB and Farmers Market - **Vote Required**

This agenda item asks the Board to approve the FY24 awards for U City in Bloom (UCIB) and Farmers Market for their regular activities.

This Board previously agreed to award funding to four entities upon submission of their end-of-year reports as long as the funding amount did not vary, with the understanding that requests for additional funding can be applied for separately.

UCIB and Farmers Market have both submitted their end-of-year reports. This agenda item asks this Board to review the proposed FY24 Budgets for these two entities and recommend approval of their EDRST awards for FY24.

UCIB

The FY24 budget includes \$52,090 for UCIB, which is the same amount awarded in FY23. Last year a nominal increase of 3% was request due to inflation. UCIB is not requesting an increase for FY24.

UCIB does not anticipate any changes in their budget.

Farmers Market

The FY24 budget includes \$28,000 for Farmers Market for the Saturday Market. Farmers Market has been told that they will not have access of the property where the market is held after December 31st. They are currently seeking a new location, but do not have one confirmed as of today.

Staff is recommending that a portion of the funds be made available for reimbursement at this time, with the understanding that Farmers Market will provide an update on their new location at the January quarterly meeting in order to have the remaining funds released.

In FY23, Farmers Market expended \$20,115 between July and December. Based on this, staff believes that \$20,000 should be enough to release at this time to cover operations through December 31st, with the understanding that an update will be provided in January 2024 before

the remaining \$8,000 will be released.

Farmers Market does intend to request additional funding to continue their new Wednesday Farmers Market. That application will be considered at your October meeting.

LSBD And Mannequins Project

The FY24 Budget includes \$275,000 for Events and Receptions to be utilized by the LSBD. However, the proposed budget for those funds was not received in time to consider at this meeting. I intend to place this item on your October agenda for consideration.

The FY24 Budget includes \$25,000 for the Mannequins Project (a.k.a. Mannequins in the Loop). Applicant Audrey Jones has informed me that she intends to ask for an increase in funds. I intend to place this item on your October agenda for consideration.

Please do not hesitate to contact me with any questions.

Recommendations:

- 1. Motion to recommend disbursement of funds to UCIB, not to exceed \$52,090 for FY24.**
- 2. Motion to recommend disbursement of funds to Farmers Market, not to exceed \$20,000.**

Attachments: UCIB Proposed Budget for FY24
Farmers Market Proposed Budget for FY24
Farmers Reimbursement Expenses for FY23

EDRST B-1

**City of University City
Economic Development Retail Sales Tax
FY24 Request for Funds: Budget Cost Summary**

Applicant U City In Bloom
Project Olive Boulevard Planters - Design and care for Streetscape Planters
Amount of Request \$ 15,075

Provide a listing of each project or program proposed and the associated cost allocation.

	Total EDRST Funds	Applicant's Cash Funds	Applicant's Non-Cash Contributions	Other Funds	Project Total
I. Project or Program Direct Costs*					
Plant materials	\$ 1,860				\$ 1,860
Soil and amendments	\$ 1,008				\$ 1,008
Labor - garden design, installation and care	\$ 11,354				\$ 11,354
Volunteers - 210 hours @ \$25.43 per hour			\$ 5,340		\$ 5,340
Total Direct Costs	\$ 14,222				\$ 19,562
II. Indirect Costs**					
Operations	\$ 853				\$ 853
BUDGET TOTAL - ALL ACTIVITIES	\$ 15,075		\$ 5,340		\$ 20,415

*Examples of direct costs are project materials, salaries, fringe and benefits, supplies and equipment that are tied to a particular cost objective such as a project or program. Consultation with City staff is advised to assist in defining direct costs.

**Examples of indirect costs are expenses relating to operations, such as general office and building expenses. These costs must represent a reasonable and proportional rate in relationship to direct costs. Consultation with City staff is advised to assist with defining indirect costs.

EDRST B-1

**City of University City
Economic Development Retail Sales Tax
FY24 Request for Funds: Budget Cost Summary**

Applicant U City In Bloom
Project Olive Boulevard - Design and Care for Gardens from Skinker to Midland
Amount of Request \$ 16,526

Provide a listing of each project or program proposed and the associated cost allocation.

	Total EDRST Funds	Applicant's Cash Funds	Applicant's Non-Cash Contributions	Other Funds	Project Total
I. Project or Program Direct Costs*					
Plant material	\$ 2,450				\$ 2,450
Soil amendments, Irrigation repairs	\$ 750				\$ 750
Garden design, mulching, plant installation, weeding, deadheading and pruning	\$ 12,391				\$ 12,391
Volunteers - 252 hours @ \$25.43 per hour			\$ 6,408		\$ 6,408
Total Direct Costs	\$ 15,591		\$ 6,408		\$ 21,999
II. Indirect Costs**					
Operations	\$ 935				\$ 935
BUDGET TOTAL - ALL ACTIVITIES	\$ 16,526		\$ 6,408		\$ 22,934

*Examples of direct costs are project materials, salaries, fringe and benefits, supplies and equipment that are tied to a particular cost objective such as a project or program. Consultation with City staff is advised to assist in defining direct costs.

**Examples of indirect costs are expenses relating to operations, such as general office and building expenses. These costs must represent a reasonable and proportional rate in relationship to direct costs. Consultation with City staff is advised to assist with defining indirect costs.

EDRST B-1

**City of University City
Economic Development Retail Sales Tax
FY24 Request for Funds: Budget Cost Summary**

Applicant U City In Bloom
Project Olive Blvd - Care, maintenance, replacement & watering of Trees and Groundcover
Amount Requested \$ 9,559

Provide a listing of each project proposed and the associated cost allocation.

	Total	Applicant's Cash	Applicant's Non-Cash		Project
I. Project or Program Direct Costs*	EDRST Funds	Funds	Contributions	Other Funds	Total
Maintenance and watering of 50 trees/groundcover	\$ 7,418				\$ 7,418
Replace up to 10 trees	\$ 1,600				\$ 1,600
Volunteers - 50 hours @ \$25.43/hour			\$1,272		\$ 1,272
Total Direct Costs	\$ 9,018				
II. Indirect Costs**					\$ 10,290
Operations	541				\$ 541
BUDGET TOTAL - ALL ACTIVITIES	\$ 9,559		\$1,272		\$ 10,831

*Examples of direct costs are project materials, salaries, fringe and benefits, supplies and equipment that are tied to a particular cost objective such as a project or program. Consultation with City staff is advised to assist in defining direct costs.

**Examples of indirect costs are expenses relating to operations, such as general office and building expenses. These costs must represent a reasonable and proportional rate in relationship to direct costs. Consultation with City staff is advised to assist with defining indirect costs.

EDRST B-1

**City of University City
Economic Development Retail Sales Tax
FY24 Request for Funds: Budget Cost Summary**

Applicant U City In Bloom
Project Delmar Loop - Design and care for Loop Planters from Eastgate to Kingsland
Amount of Request \$ 10,519

Provide a listing of each project or program proposed and the associated cost allocation.

	Total EDRST Funds	Applicant's Cash Funds	Applicant's Non-Cash Contributions	Other Funds	Project Total
I. Project or Program Direct Costs*					
Plant materials	\$ 2,722				\$ 2,722
Soil and amendments	\$ 1,075				\$ 1,075
Labor - garden design, installation and care	\$ 11,530				\$ 11,530
Loop Special Business District	\$ (6,000)			\$ 6,000	\$ (6,000)
Volunteers - 200 hours @ \$25.43 per hour			\$ 5,086		\$ 5,086
Total Direct Costs	\$ 9,327				\$ 19,871
II. Indirect Costs**					
Operations	\$ 1,192				\$ 1,192
BUDGET TOTAL - ALL ACTIVITIES	\$ 10,519		\$ 5,086	\$ 6,000	\$ 21,063

*Examples of direct costs are project materials, salaries, fringe and benefits, supplies and equipment that are tied to a particular cost objective such as a project or program. Consultation with City staff is advised to assist in defining direct costs.

**Examples of indirect costs are expenses relating to operations, such as general office and building expenses. These costs must represent a reasonable and proportional rate in relationship to direct costs. Consultation with City staff is advised to assist with defining indirect costs.

EDRST B-1
City of University City
Economic Development Retail Sales Tax
FY23 Request for Funds: Estimated Budget Summary

Applicant MAFM for the U City Farmers Market
Amount of Request \$28,000

Provide a listing of each project or program proposed and the associated cost allocation.

	EDRST Funds	Applicant's Cash Funds	Applicant's Non-Cash Contributions	Other Funds	Total
I. Project or Program Direct Costs *					
Marketing: Music & Event Fees	\$9,000.00			\$2,000.00	\$11,000.00
Advertising-Print, Web, Social Media	\$2,000.00			\$2,000.00	\$4,000.00
Graphic Design and Artwork	\$2,000.00	\$2,000.00	\$3,000.00		\$7,000.00
Banner, Sign and Poster Printing	\$1,000.00				\$1,000.00
Marketing & Event Services	\$9,500.00		\$7,000.00		\$16,500.00
Event Equipment and Rentals	\$2,300.00		\$2,000.00	\$2,000.00	\$6,300.00
Special Event Supplies	\$1,000.00	\$1,000.00	\$1,000.00		\$3,000.00
Culinary Series & Cooking Demos	\$1,200.00	\$500.00	\$2,500.00	\$1,000.00	\$5,200.00
SNAP/EBT, DUBF, HPES Programs		\$1,200.00	\$2,000.00	\$3,000.00	\$6,200.00
Market Set-Up and Security			\$10,000.00		\$10,000.00
Other Grants and Sponsorships				\$14,000.00	\$14,000.00
Program Management			\$3,000.00	\$5,000.00	\$8,000.00
SUB-TOTAL DIRECT	\$28,000.00	\$4,700.00	\$30,500.00	\$29,000.00	\$92,200.00
II. Indirect Costs **				Other In-Kind	
Facility Rent; In-Kind Donation				\$30,000.00	\$30,000.00
Facility Utilities-Charter, R & R, Other		\$6,600.00			\$6,600.00
Facility and Grounds Maintenance			\$12,000.00		\$12,000.00
Event and Liability Insurance		\$1,200.00			\$1,200.00
General Operating Expenses		\$4,500.00			\$4,500.00
SUBTOTAL INDIRECT		\$12,300.00	\$12,000.00	\$30,000.00	\$54,300.00
BUDGET TOTAL - ALL ACTIVITIES	\$28,000.00	\$17,000	\$42,500	\$59,000	\$146,500.00

Please Note: EDRST Budget estimate is based on pre-pandemic figures

Original Award	\$28,000.00
TOTAL AWARD	\$28,000.00
July	\$3,866.49
August	\$3,778.75
September	\$4,556.58
October	\$4,951.08
Nov/Dec 2022	\$2,962.78
April	\$3,350.00
May	\$3,416.90
June	\$1,117.42
Total	\$28,000.00
Remaining Balance	\$0.00
July - Dec	\$20,115.68



OFFICE OF THE CITY MANAGER

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8531

M E M O R A N D U M

TO: Members of the Economic Development Retail Sales Tax Board

FROM: Brooke A. Smith, Deputy City Manager/Dir. of Economic Development

DATE: July 11, 2023

SUBJECT: Agenda Item 5(iii) – Façade Improvement Policy Changes – **Vote May Be Required**

This agenda item asks the Board to consider policy changes to the Façade Improvement Program.

When staff presented the Façade Improvement Applications for FY23 to the City Council for final approval, Councilmembers expressed concerns about the following provisions in the program:

1. There is nothing prohibiting vacant buildings from receiving funding
2. There is nothing restricting or prohibiting mixed-use properties from receiving funding.

Staff also expressed concerns about the following:

1. There is no limit to how many grants may be given to one building
2. There is no requirement for proof of current property and casualty insurance
3. There is no time limit for work to commence.

On June 13, a study session was held during which staff presented suggested language to address these issues. The next step in the process is to present this information to this Board and come up with recommended policy changes. Please review the current policy and the attached presentation and be prepared to discuss proposed changes to the policy.

Attachments: Current Façade Improvement Program
Presentation with Suggested Language

Please do not hesitate to contact me with any questions.

NOTICE OF STUDY SESSION
Façade Improvement Program
CITY HALL, Fifth Floor
6801 Delmar Blvd., University City, Missouri 63130
Tuesday, June 13, 2023
6:00 p.m.

AGENDA

1. Meeting called to order
2. Changes to Regular Agenda
3. Façade Improvement Program
4. Adjournment

The public may also observe via:

Live Stream via YouTube:

https://www.youtube.com/channel/UCyN1EJ_-Q22918E9EZimWoQ

Posted 9th day of June, 2023.

LaRette Reese
City Clerk, MRCC

**CITY OF UNIVERSITY CITY COUNCIL MEETING
AGENDA ITEM**



NUMBER: <i>For City Clerk Use</i>	Study20230613
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SUBJECT/TITLE:
Study Session - Facade Improvement Program - Policy Changes

REQUESTED BY: Brooke A. Smith	DEPARTMENT / WARD Economic Development
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AGENDA SECTION: Study Session	CAN ITEM BE RESCHEDULED? Yes
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CITY MANAGER'S RECOMMENDATION OR RECOMMENDED MOTION:
N/A

FISCAL IMPACT:
N/A

AMOUNT:		ACCOUNT No.:	
----------------	--	---------------------	--

FROM FUND:		TO FUND:	
-------------------	--	-----------------	--

EXPLANATION:
This presentation will cover suggested changes to the Facade Improvement Program

STAFF COMMENTS AND BACKGROUND INFORMATION:
Both City Council and staff identified areas of improvement for the Facade Improvement Program. This presentation will discuss those changes.

CIP No.	
----------------	--

RELATED ITEMS / ATTACHMENTS:

1. Current Facade Improvement Program
2. Current Facade Improvement Program Application
3. Presentation

LIST CITY COUNCIL GOALS (5):
Economic Development
Prudent Fiscal Management

RESPECTFULLY SUBMITTED: City Manager, Gregroy Rose	MEETING DATE: June 13, 2023
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University City Façade Improvement Program

The City of University City (City) recognizes the positive impact individual façade improvements can have on the overall appearance, quality and vitality of the City's Commercial Districts. The program is in keeping with the economic development strategies outlined in the City's 2005 Comprehensive Plan Update, section C-2 ("Improve the physical appearance of all commercial districts").

The Program is designed to facilitate private sector investment in making these desired exterior improvements. The Program offers financial assistance, in the form of a matching grant up to \$15,000, to commercial property owners or business owners seeking to rehabilitate commercial building facades in any of the City's commercial areas. Several key goals of the Program are:

- To strengthen and expand the commercial base of University City.
- To improve the architectural and aesthetic appearance of the City's commercial corridors.
- To provide opportunities for owners and tenants to participate in the revitalization of their properties by stimulating private investment in the City's commercial districts.
- To generate additional revitalization by focusing the investment on improvements visible to customers, neighboring merchants, and residents.
- To increase business by making commercial areas and individual businesses more attractive.

Eligibility to Apply

- Applicants must demonstrate the capacity to fund their share of the project
- Property must be free from any judgment liens and all mortgage and tax obligations must be current
- The property owner and all tenants must have current occupancy permits and business licenses on file with City Hall
- The Program is open to all commercially and industrially zoned areas in University City. Please confirm the zoning district of your property before applying.
- Buildings zoned commercial or industrial are eligible under the Program.
- Building owner must demonstrate approval of proposed improvement.
- Proposed projects on Olive Blvd must be in compliance with the Olive Boulevard Design Guidelines to receive funding through the Program. Guidelines are available from University City Department of Planning and Development, 6801 Delmar Blvd, University City, 63130 or at <http://www.uCitymo.org/index.aspx?nid=468>

- Special consideration will be given to minority-owned, women-owned, immigrant-owned, or veteran-owned businesses

Generally Eligible Improvements

The following is a list that includes a sampling of improvements that may include, but are not limited to, classification of projects eligible for program funding:

- Exterior painting, re-siding, or professional cleaning
- Restoration of exterior finishes and materials
- Masonry repairs and tuck pointing
- Removal of architecturally inappropriate or incompatible exterior finishes and materials
- Repair or replacement of windows and doors (if replacement, windows and doors must be architecturally appropriate)
- Window and cornice flashing and repair
- Canopy or awning installation or repair
- Wall, window, hanging, and monument signs advertising the business
- Exterior lighting
- Landscaping
- Security systems (including metal roll down gates, window bars, cameras)
- Trash and mechanical enclosures

The City of University City may require building permits for some of the eligible improvements listed above. It is critical that business and building owners work with City Zoning staff on designs and obtain all necessary permits before beginning work.

Generally In-Eligible Improvements

Including, but not limited to the following activities are not eligible for the program:

- Improvements in progress, initiated, or completed prior to application approval
- Routine maintenance not part of an eligible façade improvement project
- Billboards
- Roofing
- Mechanicals and HVAC systems
- New building construction
- Pylon, temporary, or roof signs
- Interior window displays
- Labor performed by unlicensed contractor
- Improvements to in-eligible establishments or those outside the designated property area
- Improvement to the building interior

The City reserves the right to accept, reject or modify any application. Submission of an application in no way guarantees funding. Funding is limited. The determination of eligibility and priority for assistance is at the discretion of the City of University City Department of Community Development.

Property Improvement Standards

All construction must be in compliance with the Olive Boulevard Design Guidelines (for properties on Olive), the City's building codes and all other applicable laws and regulations including zoning laws.

Terms and Conditions

1. All necessary permits and approvals must be obtained from the City of University City Department of Planning and Development before work is commenced. All work is to be performed to the satisfaction of the City of University City Building Inspectors.
2. Applicant and property owner must sign the Program Agreement.
3. Applicant must receive both a signed Program Agreement and a Notice to Proceed from the City's Director of Economic Development prior to commencement of construction.
4. Any use of funds must comply with federal, state and local regulations concerning historic properties and environmental review.
5. In the event of competing applications for the limited funds, City staff will assess applications using the following criteria:
 - A. Consistency with the City's goals and objectives in the Comprehensive Plan;
 - B. Projects resulting in the occupancy of a presently vacant building;
 - C. Amount of total investment leveraged against Economic Development Retail Sales Tax funds
 - D. Minority-owned, women-owned, immigrant-owned, or veteran-owned businesses will receive priority.
 - E. Receipt of previous Program funding (first time applicants will have priority over repeat applicants).



University City Commercial Façade Improvement Program Application

Date of Application: _____

I. APPLICANT AND BUSINESS INFORMATION

Name of Applicant: _____

Name of Business: _____

Business Address: _____

Project Address (if different): _____

Phone Number: _____ E-mail Address: _____

Type of Business: _____

Minority/Women/Veteran Owned? If Yes, please provide documentation.

II. PROPERTY OWNER INFORMATION (if different from Applicant)

Name of Property Owner: _____

Telephone Number: _____

E-mail Address: _____

Business Address: _____

III. PROJECT FINANCING INFORMATION

Total Project Cost: _____

Amount of Grant Funds Requested: _____

Percentage of Total Project Cost Requested: _____

(Maximum funding request cannot exceed 50% of the proposed project cost, up to \$15,000)

Please explain how the applicant’s portion of the project will be financed (loan, etc.). Include any documentation and supporting evidence of applicant’s ability to finance their portion of the project.

IV. PROPOSED FAÇADE IMPROVEMENTS

Please provide a summary of the proposed project and how the requested funds will be used. Be specific in describing the project elements. Attach additional pages if necessary. Note: A pre-application meeting and/or site visit with the applicant and City may be necessary to understand the scope and nature of the project.

Please provide a project schedule and a tentative completion date. (Example, within six months, as soon as possible, summer, etc.)

NOTE: Applicant must complete project within one (1) year of application approval

V. ADDITIONAL SUBMISSIONS AND REQUIREMENTS

1. Color photographs of the existing building exterior. Need to show all sides of the building, with emphasis on the area to be improved
2. Design plans/renderings of the anticipated façade improvements, including any signage
3. Three (3) bids from contractors detailing the following:
 - Description of the materials to be used and the construction procedure
 - Itemized cost estimate of the project
4. Applicants, if a tenant, must provide signature approval from the property owner (see below)
5. Applicants must show they are free from any liens and mortgage & tax obligations are current
6. By signing below, applicant agrees:
 - Façade improvements will comply with all applicable city codes, ordinances, and the Olive Boulevard Design Guidelines (if applicable).
 - To complete the façade improvements within fiscal year (July 1, 2022 – June 30, 2023)
 - To attend a pre-application meeting with City staff, if needed

VI. CERTIFICATION

Please read the following and sign below. **Property owner and tenant must sign, if different.**

The information contained in this application is accurate to the best of my knowledge. Applicants understand that personal, business and/or property information may be requested pursuant to this application and hereby give their consent for such information to be provided. The City of University City retains the sole decision as to whether this grant application is approved, denied, or modified.

Applicant agrees to accept future maintenance and other associated costs occurring after the completion of the project. Applicant also agrees to allow the City to provide and maintain landscape elements (flower planters, etc.) along the building façade when appropriate.

APPLICANT

PROPERTY OWNER (if different)

Name (print)

Name (print)

Title

Title

Signature

Signature

Date

Date

=====

FOR OFFICE USE ONLY

Approved Amount of Funding: _____ Parcel ID Number (St. Louis County): _____

Business License and Occupancy Permit current? YES NO

Project Approved as stated in Application YES NO

If No, Explain Modifications _____

Application Approved:

Signature

Print Name

Date

Applicant Notified to Proceed:

Date

Notification Method (Email, Phone, etc.)

Submit completed application to Rajaye Smith, City of University City, 6801 Delmar Blvd., University City, MO 63130 or email to rsmith@ucitymo.org.



Facade Improvement Program

City of University City

Brooke A. Smith, Deputy City Manager/Dir. of Economic Development



Façade Improvement Program

- Created in 2015
- Funded by Economic Development Retail Sales Tax Fund (EDRST)
- Applicant can receive a matching grant of up to \$15,000 to rehabilitate commercial building facades



Applicant Responsibilities (Per contract)

- Properly maintain the improvements for a period of 5 years
- Shall not enter into any agreement or take any steps to alter, change, or remove improvements for 5 years



Vacant Buildings – Current Policy

- The program currently does not prohibit funding for vacant buildings.



Vacant Buildings - Options

- **Option 1: Vacant Buildings are ineligible**
 - Suggested Language: *Must be an active and operational business prior to [insert date]. Vacant buildings are ineligible*
- **Option 2: Vacant Buildings eligible if applicant can prove intent to occupy**
 - Suggested Language: *Building must be currently occupied by compliant business. If not currently occupied, applicant must show proof of intent to occupy and/or lease the property to a compliant business. Business must occupy the improved building within 60 days of façade work completion*
- **Option 3: Vacant buildings are eligible**



Mixed Use – Current Policy

- The program does not currently distinguish between 100% commercial properties and mixed-use properties
- Current language - “The program is open to all commercially and industrially zoned areas in University City.

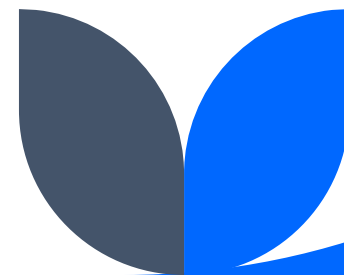


Commercial vs. Mixed-Use - Options

- **Option 1: No Mixed-Use**
 - Suggested Language: *Property must be zoned as one of the following:*
 - GC – General Commercial*
 - IC – Industrial Commercial*
 - CC – Core Commercial*
 - LC – Limited Commercial*Buildings serving a residential use are ineligible.
- **Option 2: Reduced Award for Mixed-Use**
 - Add a provision that caps the award at a lesser amount of mixed-use (for example, mixed-use eligible for \$10,000 instead of \$15,000)
- **Option 3: No change to current language**

Proposed Changes to Consider

- Limit how many grants may be given to one building
 - One grant every three years
- Require proof of current property and casualty insurance
- Require work to commence within 60 days and must be completed within 1 year or grant funds revoked



Programs Reviewed

St. Louis Economic Development
Partnership

St. Louis Development Corporation

Dutchtown Main Streets

Maryville, MO

Edwardsville, IL

Hanover Park, IL

O'Fallon, IL

Normal, IL



OFFICE OF THE CITY MANAGER

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8531

M E M O R A N D U M

TO: Members of the Economic Development Retail Sales Tax Board

FROM: Brooke A. Smith, Deputy City Manager/Dir. of Economic Development

DATE: July 11, 2023

SUBJECT: Agenda Item 5(iv) – Projects for FY24 – **Discussion Item**

This agenda item is intended to inform the Board of the financial position of the EDRST Fund and to discuss applications for new projects in FY24.

At our last meeting, this Board heard a request from the Loop Special Business District for an additional \$266,000 in funding for FY24. This amount would be in addition to the \$275,000 allocated for their FY24 events, bringing their total request to \$541,000. Additionally, I have been made aware that both the Farmers Market and the Mannequins Project intend to request additional funding for FY24. The city also intends to request funding for projects this year.

Considering the above information, I thought it important to review our statutory guidelines and this board's funding priorities prior to considering new applications at our next meeting.

State statute requires that no more than 25% of revenue be allocated to administrative costs. 20% must be allocated to "long term economic development preparation." The remaining revenue may be used for other projects. See attached for more information.

I intend to review the numbers with you all at the meeting on Thursday evening so this board is aware of the amount of money available to fund other projects prior to receiving applications in October.

I am also including a preliminary worksheet that includes the projected revenue and the balance of the reserve fund as of June 30, 2023.

Please do not hesitate to contact me with any questions.

Attachments: EDRST Funding Priority Guidelines
Revenue Calculator



Department of Community Development

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ECONOMIC DEVELOPMENT RETAIL SALES TAX BOARD FUNDING PRIORITY GUIDELINES

Purpose

The purpose of these guidelines is to establish priorities for the use of the Economic Development Retail Sales Tax (EDRST) funds. These priorities and associated evaluation criteria shall be used as a guide for the orderly review and disposition of applications and requests for EDRST funds, and will be used to make funding recommendations to the City Council.

Strategic Goals and Objectives or General Funding Priorities

The recommended use of the EDRST funds are aligned with the following University City economic development priorities:

1. To expand efforts and partnerships to encourage the physical and economic redevelopment of Olive Boulevard.
2. To continue infrastructure improvements to the Olive Boulevard and Delmar Boulevard streetscapes.
3. To continue to support existing successful business districts, such as the Loop.
4. To enhance the City's efforts of business retention, attraction and expansion.

These priorities are in keeping with Chapter 2.41 of the City's Municipal Code and other economic development planning documents.

Evaluation Criteria

Applications submitted to the Economic Development Retail Sales Tax Board for consideration will be evaluated on the following criteria:

- Alignment of the project with the City's Comprehensive Plan or other approved planning documents.
- Ability of the applicant to leverage additional financial resources for the project.
- Ability of the project to be a long-lasting and value added investment.
- Ability of the project to redevelop vacant or underutilized commercial and industrial properties located in target redevelopment areas.
- Potential for the project to act as a catalyst for additional development activity.
- Potential for project to provide additional employment opportunities.
- Potential for the project to provide unmet needs, limiting duplication.
- Appropriate alignment of business fit with the target area.
- Other criteria that may be defined on a project by project basis.

Use of Funds

The use of the Economic Development Retail Sales Tax Funds is prescribed by the Municipal Code as follows:

- I 2.41.050 - Use of revenue generated by the tax.
 - A. No revenue generated by the tax shall be used for any retail development project, except for the redevelopment of downtown areas and historic districts. Not more than twenty-five (25) percent of the revenue generated shall be used annually for administrative purposes, including staff and facility costs.
 - B. At least twenty (20) percent of the revenue generated by the tax shall be used solely for projects directly related to long-term economic development preparation, including, but not limited to, the following:
 - 1. Acquisition of land;
 - 2. Installation of infrastructure for industrial or business parks;
 - 3. Improvement of water and wastewater treatment capacity;
 - 4. Extension of streets;
 - 5. Public facilities directly related to economic development and job creation; and
 - 6. Providing matching dollars for state and federal grants relating to such long-term projects.
 - C. The remaining revenue generated by the tax may be used for, but shall not be limited to the following:
 - 1. Marketing;
 - 2. Providing grants and loans to companies for job training, equipment acquisition, site development, and infrastructures;
 - 3. Training programs to prepare workers for advanced technologies and high skill jobs;
 - 4. Legal and accounting expenses directly associated with the economic development planning and preparation process; and
 - 5. Developing value-added and export opportunities for Missouri agricultural products.

Endorsed by the Economic Development Retail Sales Tax Board this 7th day of May, 2013.


Chairperson

<u>FY24</u>	
Projected Revenue	\$1,000,500.00
Administrative Costs	\$250,125.00
<u>Long Term E.D. Planning</u>	<u>\$200,100.00</u>
Total	\$450,225.00
Balance Remaining for Other Projects	\$550,275.00

<u>Reserve Fund</u>	
Balance as of 6.30.23	\$3,294,883.00
Administrative Costs	\$823,720.75
<u>Long Term E.D. Planning</u>	<u>\$658,976.60</u>
Total	\$1,482,697.35
Balance Remaining for Other Projects	\$1,812,185.65

<u>Projected FY24 Expenditures</u>	<u>Budgeted</u>
LSBD	\$275,000.00
UCIB	\$52,090.00
Farmers Market	\$28,000.00
<u>Mannequins in the Loop</u>	<u>\$25,000.00</u>
Total	\$380,090.00
<u>Façade Improvement</u>	<u>\$150,000.00</u>
Total	\$150,000.00
Balance Remaining for Other Projects	\$20,185.00