

**ANNUAL REPORT FOR
PLAZA EAST
COMMUNITY IMPROVEMENT DISTRICT (“CID”)
FOR THE FISCAL YEAR ENDING APRIL 30, 2022**

SECTION I

Date: August 28, 2022

CID Contact Information: James Scott, Chairman; 4621 The Paseo, Kansas City,
Missouri, 64110; 816-822-8000; jscott@scottassociateskc.com

Political Subdivision or Not for Profit: Political Subdivision

Date of and Ordinance No: December 20, 2012; Ordinance No. 121029

SECTION II

PURPOSES OF CID AND SERVICES PERFORMED DURING FISCAL YEAR:

The purposes of the Plaza East CID are generally described as follows:

(1) demolish and remove, renovate, reconstruct, or rehabilitate privately-owned structures so as to remove blight within the District’s boundaries; (2) to construct public improvements within the boundaries of the District as permitted by law, including but not limited to: (i) lawns, trees and other landscaping; (ii) sidewalks, internal streets, internal traffic signs and signals, utilities drainage, water, storm and sewer systems, and other site improvements; (iii) parking lots; and (iv) streetscape, lighting, benches or other seating furniture, trash receptacles, marquees, awnings, canopies, walls, and barriers; (3) provide for professional fees, including without limitation legal and accounting, architectural and engineering, marketing and advertising, approvals, permits, inspections and other fees, and funding of City expenses; (4) employ or contract for personnel and services necessary to carry out the purposes of the District, including improved safety and assistance to patrons within the District; (5) provide maintenance of public areas within the District; (6) provide transportation related improvements within the District; (7) advocate and provide assistance to attract further investment within the District; (8) prepare and implement programs and plans designed to attract patrons, visitors, tourists, employees, businesses, investors, residents and other invitees to the District by promoting the image and marketability of the District (collectively the “Eligible Services”); and (9) fund such other costs necessary and related to implementation of the Eligible Services.

Activities conducted during FY 2022 include: 1) administrative functions; 2) conduct maintenance and security services within the District (trash pick-up, mowing, snow and ice removal and security patrols); and 3) install an initial phase of streetscape improvements along Cleaver II Boulevard within the District.

SECTION III

BOARD MEMBERS AS OF DATE OF MOST RECENT ANNUAL MEETING:

James Scott, Chairman
Scott Associates
5050 Main Street #617
Kansas City, MO 64112
(816) 822-8000
jscott@scottassociateskc.com

Ollie Gates, Treasurer
Gates Bar-B-Q
4621 The Paseo
Kansas City, MO 64110
(816) 923-0900

Craig Watson, Vice-Chairman
2525 Main Street Unit 107
Kansas City, MO 64108
(816) 456-0530
timlisark@aol.com

George Gates
Gates Bar-B-Q
4621 The Paseo
Kansas City, MO 64110
gque1325@gmail.com

Arzelia Gates, Secretary
Gates Bar-B-Q
4621 The Paseo
Kansas City, MO 64110
(816) 923-0900
arzelia@gatesbbq.com

SECTION IV

REVENUE AND EXPENSES:

INCOME:		
a) Sales & Use Tax Revenue		\$ 144,005.85
b) Interest		\$ 439.87
TOTAL INCOME		\$ 144,445.72
EXPENSES:		
I. Administrative:		
a) Administration	\$ 5,940.00	
b) Accounting	\$ 900.00	
c) Insurance	\$ 612.00	
SUB-TOTAL	\$ 7,452.00	
II. Services:		
a) Maintenance/Security	\$ 7,945.00	
b) Snow & Ice Removal	\$ 13,339.94	
c) Landscaping Maintenance	\$ 56,344.24	
SUB-TOTAL	\$ 77,629.18	
III. Capital Improvements		
a) Streetscape/Landscaping	\$ 49,614.31	
SUB-TOTAL	\$ 49,614.31	
IV. Other		
a) Design Services	\$ 1,132.00	
b) Streetscape Prototypes	\$ 19,000.00	
SUB-TOTAL	\$ 20,132.00	
EXPENSE TOTAL:		
I. Administrative		\$ 7,452.00
II. Services		\$ 77,629.18
III. Capital Improvements		\$ 49,614.31
IV. Other		\$ 20,132.00
TOTAL EXPENSES		\$ 154,827.49
NET INCOME		\$ (10,381.77)
BEGINNING FUND BALANCE		\$ 257,924.68
ENDING FUND BALANCE		\$ 247,542.91
RESERVE BALANCE		\$ 10,054.76

An outside financial audit of the District's financials is available upon request.

SECTION V

LIST OF RESOLUTIONS APPROVED DURING FISCAL YEAR
(ATTACH COPIES):

RESOLUTION NUMBER	RESOLUTION TITLE
2021-04	AUTHORIZATION OF PAYMENT TO BBN ARCHITECTS FOR ADDITIONAL SERVICES RELATED TO THE DESIGN SERVICES FOR INITIAL STREETSCAPE IMPROVEMENTS ON CLEAVER II BOULEVARD WITHIN THE DISTRICT.
2021-05	AUTHORIZATION TO SUBMIT THE DISTRICT'S FY2021 ANNUAL REPORT TO THE CITY CLERK AND THE MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT
2021-06	APPROVE EXTENSION BETWEEN THE DISTRICT AND STERRETT URBAN, LLC TO PROVIDE DISTRICT MANAGEMENT SERVICES THROUGH AUGUST 2022
2022-01	APPROVAL OF LANDSCAPING AND STREETSCAPE AGREEMENT WITH SIGNATURE LANDSCAPE, LLC.
2022-02	APPROVAL OF DISTRICT'S FY2023 BUDGET
2022-03	ELECTION OF OFFICERS FOR 2022

Date Adopted FY2023 Annual Budget January 25, 2022
Submitted FY2023 Annual Budget to City February 3, 2022
Submitted FY2022 Annual Report to City August 28, 2022

SUBMIT FORM AND ATTACHMENTS TO:

Missouri Dept of Economic Development
Attn: CID Annual Report
301 W. High Street, P. O. Box 118
Jefferson City, MO 65102
Phone: 1-573-526-8004
Fax: 1-573-522-9462
Email: missouridevelopment@ded.mo.gov

City Clerk
25th Floor, City Hall
414 E. 12th Street
Kansas City, MO 64106
Phone: 816/513-6402
Fax: (816) 513-3353
Email: Marilyn.Sanders@kcmo.org

PLAZA EAST COMMUNITY IMPROVEMENT DISTRICT

RESOLUTION OF THE PLAZA EAST COMMUNITY IMPROVEMENT DISTRICT (THE “DISTRICT”) APPROVING AN AMENDMENT TO THE CONTRACT WITH BBN ARCHITECTS FOR THE PROVISION OF DESIGN SERVICES FOR THE CLEAVER II BOULEVARD INITIAL STREETScape.

WHEREAS, the District, which was formed December 20, 2012 by Ordinance Number 121029 adopted by the City of Kansas City, Missouri, City Council, is a public body created under the authority of the “Missouri Community Improvement District Act,” Sections 67.1401, et seq., RSMo, as amended (the “Act”), and is transacting business and exercising the powers granted by the Act;

WHEREAS, the District, per Resolution No. 2020-04, entered into a contract with BBN Architects to provide design services for the initial streetscape along Cleaver II Boulevard within the District; and

WHEREAS, BBN Architects has requested an amendment to the contract to provide additional services as requested by the District related to solicitation of contractor proposals and assistance with selection of the contractor who will install the initial streetscape improvements, and such amendment will not exceed the amount of Nine Hundred Seventy Two and No/Dollars (\$972.00).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the District as follows:

1. The Board hereby approves the amendment to the contract with BBN Architects to provide design services to the District for the initial streetscape improvements along Cleaver II Boulevard within the District, to solicit contractor proposals and assist with selection of a contractor to install the initial streetscape improvements at a fee not to exceed Nine Hundred Seventy Two and No/Dollars (\$972.00).
2. The Board authorizes the Chairman to execute the Agreement.
3. This Resolution shall take effect immediately.

Adopted this 18th day of May, 2021.

[Signature Page follows]



James Scott, Chairman

ATTEST:



Arzelia Gates, Secretary

PLAZA EAST COMMUNITY IMPROVEMENT DISTRICT

**RESOLUTION OF THE PLAZA EAST COMMUNITY IMPROVEMENT DISTRICT (THE “DISTRICT”)
ADOPTING THE ANNUAL REPORT FOR FISCAL YEAR ENDED APRIL 30, 2021.**

WHEREAS, the fiscal year (the “Fiscal Year”) of the District is the same as the City of Kansas City, Missouri, which begins May 1st of the present calendar year and ends April 30th of the following calendar year;

WHEREAS, Section 67.1471.4 of the Revised Statutes of Missouri requires that the District submit to the Missouri Department of Economic Development (“DED”) and the Clerk of the City of Kansas City, Missouri (“Clerk”), no later than one hundred twenty (120) days after the end of the Fiscal Year, certain items which together consist of an annual report of the activities of the District;

WHEREAS, the District Manager of the District has prepared such annual report for the Fiscal Year of the District ending April 30, 2021 (the “Annual Report”);

WHEREAS, the District desires to approve the Annual Report as the District’s Annual Report for the Fiscal Year ending April 30, 2021; and

WHEREAS, the District authorizes the District Manager to submit the Annual Report to the DED and Clerk.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the District as follows:

1. That the actions taken on behalf of the District in preparing the Annual Report are accepted and ratified.
2. That the Annual Report for the Fiscal Year ending April 30, 2021 is hereby accepted and approved as the District’s Annual Report for the Fiscal Year ending April 30, 2021.
3. The District Manager is authorized to submit the Annual Report to the DED and Clerk on behalf of the District.
4. This Resolution shall take effect immediately.

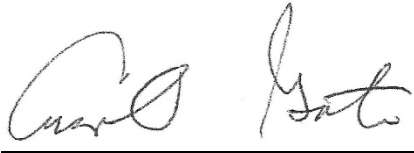
Adopted this 20th day of July, 2021.

[Signature Page follows]



James Scott, Chairman

ATTEST:



Arzelia Gates, Secretary

PLAZA EAST COMMUNITY IMPROVEMENT DISTRICT

RESOLUTION OF THE PLAZA EAST COMMUNITY IMPROVEMENT DISTRICT (THE “DISTRICT”) APPROVING THE RENEWAL OF THE CONTRACT TO PROVIDE DISTRICT MANAGEMENT SERVICES TO THE DISTRICT AND AUTHORIZING EXECUTION OF A NEW INDEPENDENT CONTRACTOR AGREEMENT.

WHEREAS, the District, which was formed December 20, 2012 by Ordinance Number 121029 adopted by the City of Kansas City, Missouri, City Council, is a public body created under the authority of the “Missouri Community Improvement District Act,” Sections 67.1401, et seq., RSMo, as amended (the “Act”), and is transacting business and exercising the powers granted by the Act;

WHEREAS, the Board has determined that it is in the District’s best interest to renew its contract with Sterrett Urban, LLC, as an independent contractor, to provide district management services to the District and to assist with specific duties as set forth in the Agreement (hereinafter defined) and at a monthly fee of Four Hundred Ninety Five and No/100 Dollars (\$495.00) per month; and

WHEREAS, the Board desires to authorize the Chairman to renew and execute a new independent contractor agreement, in substantially the form attached hereto as Exhibit A (“Agreement”), with Sterrett Urban, LLC to continue to provide district management services to the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the District as follows:

1. The Board hereby approves the renewing of the contract with Sterrett Urban, LLC to provide district management services to the District at a fee of Four Hundred Ninety Five and No/Dollars (\$495.00) per month.
2. The Board authorizes the Chairman to execute the Agreement.
3. This Resolution shall take effect immediately.

Adopted this 17th day of August, 2021.

[Signature Page follows]



James Scott, Chairman

ATTEST:



Arzelia Gates, Secretary



August 17, 2021

Mr. James Scott
Chairman
Plaza East Community Improvement District
4621 The Paseo
Kansas City, MO 64110

VIA E-MAIL

Re: Letter Agreement to Extend Provision of Professional Services to the Plaza East Community Improvement District (“Plaza East”) for One Year

Dear Mr. Scott:

Sterrett Urban, LLC is pleased to submit this proposal to continue to provide professional consulting services to Plaza East for an additional year.

This letter details the services Sterrett Urban performs for Plaza East, the pricing at which Sterrett Urban proposes to perform these services, the schedule for completing these services and the assumptions upon which Sterrett Urban has based this proposal.

If the proposal outlined in this letter is acceptable to Plaza East, Sterrett Urban would request that Plaza East indicate its acceptance of this proposal by executing this letter agreement in the space provided below.

SCOPE OF SERVICES

Unless otherwise directed by Plaza East, Sterrett Urban shall perform the following described services:

1. In consultation with the Plaza East Chairman, develop and post an agenda and prepare and distribute a board packet for each monthly board meeting per the bylaws of Plaza East;
2. Act as recording secretary on behalf of the Plaza East Secretary; such duties to



include, but not exclusive of, recording meeting minutes at each Plaza East board meeting or any other Plaza East meeting as required per Plaza East's bylaws and present to the board and Secretary for approval, prepare all necessary resolutions with the proper signatory, and other duties as may be assigned per the Plaza East board;

3. Maintain Plaza East's records on behalf of the Secretary of Plaza East;
4. Prepare for the review and approval of Plaza East an annual budget for the next fiscal year and submit said annual budget to the City as required prior to February 1 of each year;
5. Prepare for the review and approval of Plaza East an annual report and submit said annual report to the City and the State as required prior to August 1 of each year; and
6. Prepare upon request of Plaza East certain policies and procedures or other reports and documents as may be requested from time to time.

SCHEDULE

The time period for the provision of the above-noted services is between August 18, 2021 and August 15, 2022.

COMPENSATION


As compensation for the performance of the above described Services, Sterrett Urban will be paid by Plaza East monthly an amount of \$495. Invoices will be sent monthly by Sterrett Urban.

The proposal outlined in this letter is valid for 45 days.

We sincerely appreciate the opportunity to continue to work with the Plaza East CID on this Project. If you concur with the proposal outlined in this Letter of Agreement, please execute the letter and return it to Sterrett Urban. Unless otherwise instructed by Plaza East in writing at the time you return the executed copy of this Letter Agreement, Sterrett Urban will consider the executed Letter Agreement as our notice to proceed. Please let us know if you have any questions or need any further information.



Very truly yours,
Sterrett Urban, LLC

By: 
Patrick Sterrett
Principal



ACCEPTANCE

The Plaza East Community Improvement District hereby accepts the proposal outlined above and does hereby engage Sterrett Urban to perform the Services described above, on the terms and conditions set forth in the forgoing Letter Agreement. Plaza East Community Improvement District accepts and agrees to the terms and conditions of the foregoing Letter Agreement.

Plaza East Community Improvement District

By: _____

Printed Name: _____

Title: _____

Date: _____

PLAZA EAST COMMUNITY IMPROVEMENT DISTRICT

RESOLUTION OF THE PLAZA EAST COMMUNITY IMPROVEMENT DISTRICT (THE “DISTRICT”) APPROVING AND AUTHORIZING EXECUTION OF A CONTRACT WITH SIGNATURE LANDSCAPE, LLC, TO MAINTAIN LANDSCAPING WITHIN THE DISTRICT, TO REPLACE PLANT MATERIAL WITHIN THE DISTRICT, AND TO INSTALL STREETScape IMPROVEMENTS ALONG CLEAVER II BOULEVARD FROM TROOST AVENUE TO THE PASEO BOULEVARD FROM JANUARY 1, 2022 TO DECEMBER 31, 2022.

WHEREAS, the District, which was formed December 20, 2012 by Ordinance Number 121029 adopted by the City of Kansas City, Missouri, City Council, is a public body created under the authority of the “Missouri Community Improvement District Act,” Sections 67.1401, et seq., RSMo, as amended (the “Act”), and is transacting business and exercising the powers granted by the Act;

WHEREAS, the District has committed to providing landscaping maintenance services throughout the District, installing streetscape, and other matters related thereto;

WHEREAS, the Directors desire to approve the contract submitted by Signature Landscape, LLC (“Signature”), in an amount not to exceed \$105,958.60 (the “Contract”), for the purpose of performing landscape maintenance, replacing plant material, and installing streetscape within the District, and other matters related thereto, for the calendar year of 2022, in substantially the same format as attached hereto as Exhibit A, and authorize execution of same by the Chairman of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the District as follows:

1. The Board hereby approves the Contract, in substantially the same format as attached hereto as Exhibit A.
2. The Board hereby authorizes the Chairman of the District to execute the Contract, in substantially the same format as attached hereto as Exhibit A, and take such actions as deemed appropriate for implementation of the improvements described above.
3. This Resolution shall take effect immediately.

Adopted this 25th day of January, 2022.

[Signature Page follows]



James Scott, Chairman

ATTEST:



Arzelia Gates, Secretary

December 1, 2021



Submitted To:
 CID
 4621 Paseo
 Kansas City, MO 64110

Project:
 Plaza East- CID
 1110 Cleaver II Blvd
 Kansas City, MO 64110

Project Scope:

We will install raised planters and perennials in the eleven metal boxes around the Cleaver Blvd area.

Cleaver Blvd Planters- Perennials

<u>Quantity</u>	<u>Size/Unit</u>	<u>Description</u>
22.00	5 GAL	Yucca, Color Guard
33.00	3 FT	Round Cast Planter
12.50	YD	Topsoil, Enriched
12.50	YD	Compost - YD
300.00	SF	Weed Barrier
2.00	TN	Gravel, 1" Clean
165.00	BLOCK	Wall, Versa-Lok - Universal Cap
13.00	Flat	Annuals - Standard Flat
33.00	3 FT	Yew, Hicksii
66.00	1 GAL	Catmint, Purrsian Blue

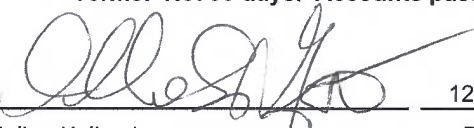
Phase Subtotal	\$49,614.31
Phase Tax	\$0.00
Phase Total	\$49,614.31

Project Subtotal	\$49,614.31
Project Tax	\$0.00
Project Total	\$49,614.31

Terms & Conditions

Signature's proposal is good for 120 days. A final signed proposal must be received by Signature Landscape prior to scheduling installation. Signature Landscape will replace any plant material that has fully died due to natural causes one time within a period of one year from the original installation date. All transplanted material will be void of all warranties. Any plant material that receives less than the recommended amount of periodic watering, plants that are damaged by humans or animals, and plants that were installed in contrast to the recommendations of Signature Landscape will not be warrantied. Signature Landscape is not responsible for foundation or utility line settling, or determining property boundary lines. Our workers are fully covered by Worker's Compensation Insurance. Full payment is due upon completion.

Terms: Net 30 days. Accounts past due will have a service charge of 1.5% per month added.

By:  12/1/21 Accepted: _____
 Madeline Kalivoda Date Date

PLAZA EAST COMMUNITY IMPROVEMENT DISTRICT

**RESOLUTION OF THE PLAZA EAST COMMUNITY IMPROVEMENT DISTRICT (“DISTRICT”)
APPROVING THE BUDGET FOR FISCAL YEAR 2023**

WHEREAS, the District, which was formed December 20, 2012 by Ordinance Number 121029 adopted by the City of Kansas City, Missouri, City Council, is a public body created under the authority of the “Missouri Community Improvement District Act,” Sections 67.1401, et seq., RSMo, as amended (the “Act”), and is transacting business and exercising the powers granted by the Act;

WHEREAS, the Board of Directors (“Board”) desires to approve the District’s proposed budget for the fiscal year 2023, in substantially the form attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the District as follows:

1. The Board approves the proposed budget for fiscal year 2023.
2. The Chairman is authorized and directed to take all further action necessary to carry out the purposes and intent of this Resolution.
3. This Resolution shall take effect immediately.

Adopted this 25th day of January, 2021.



James Scott, Chairman

ATTEST:



Arzelia Gates, Secretary

PLAZA EAST COMMUNITY IMPROVEMENT DISTRICT

**PROPOSED BUDGET FOR
FISCAL YEAR 2023**

Date: January 25, 2022
CID Contact Information: James Scott, Chairman (jscott@scottassociateskc.com)
 4621 Paseo, Kansas City, MO 64110 (816) 822-8000
Political Subdivision or Not for Profit: Political Subdivision
Date of and Ordinance No.: December 20, 2012, Ordinance No. 121029

PROJECTED INCOME	<u>5/1/22 - 4/30/23</u>
<i>District Sales & Use Tax</i>	153,847.00
<i>Interest</i>	325.00
TOTAL PROJECTED INCOME	<u>154,172.00</u>

PROJECTED EXPENSES	<u>5/1/22 - 4/30/23</u>
<i>Management</i>	
Administration	5,940.00
Insurance	675.00
Office Supplies	150.00
Accounting - Audit	5,250.00
Accounting	900.00
Subtotal	<u>12,915.00</u>
<i>District Services (security/maintenance/landscaping)</i>	
Services/Snow & Ice Removal	6,000.00
Maintenance / Security / Trash Pick-up	8,000.00
Landscaping (Mowing, Weed Trimming, Plant Replacement etc.)	45,750.00
Subtotal	<u>59,750.00</u>
<i>Capital Improvements</i>	
Capital Improvements	75,000.00
Subtotal	<u>75,000.00</u>
<i>Marketing</i>	0.00
<i>Operating Reserve</i>	500.00
<i>Miscellaneous</i>	
Miscellaneous	2,500.00
Subtotal	<u>2,500.00</u>
TOTAL PROJECTED EXPENSES	<u>150,665.00</u>

PROJECTED BEGINNING BALANCE (5/1/2022)	\$246,315.68
TOTAL PROJECTED INCOME	\$154,172.00
TOTAL PROJECTED EXPENSES	\$150,665.00
PROJECTED ENDING BALANCE (4/30/2021)	\$249,822.68

NOTES:

The Plaza East Community Improvement District ("District") was established by Ordinance No. 121029 of the City Council of the City of Kansas City on December 20, 2012. The District desires to fund, or assist in the funding of, certain services and improvements as allowed by Sections 67.1401 to 67.1571 RSMo.

The District, pursuant to its Resolution 2013-06, approved by eligible voters by mail-in ballot on March 19, 2013, and certified by the District Board of Directors the same date, imposed a sales tax in the amount of 1.0% to fund Eligible Services for a period of fifty (50) years or until such time as the District is terminated, commencing July 1, 2013.

The District has adopted a fiscal year beginning May 1 and ending April 30 of each year.

The District budget is presented in accordance with the requirements of Missouri statute on a cash basis.

Reserve Fund equal to two months of projected operating expenses.
 Estimated Beginning Balance of Reserve Fund (5/01/2022) \$10,324.00
 Estimated Ending Balance of Reserve Fund (4/30/2023) \$10,844.00

Insurance includes general liability and D&O insurance.

PLAZA EAST COMMUNITY IMPROVEMENT DISTRICT

RESOLUTION OF THE PLAZA EAST COMMUNITY IMPROVEMENT DISTRICT ("DISTRICT")
APPOINTING OFFICERS

WHEREAS, the Board of Directors of the District desires to appoint a Chairman, Vice-Chairman, Secretary and Treasurer in accordance with the District's Bylaws.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the District as follows:

1. James Scott is appointed Chairman of the District.
2. Craig Watson is appointed Vice-Chairman of the District.
3. Arzelia Gates is appointed Secretary of the District.
4. Ollie Gates is appointed Treasurer of the District.

Adopted this 25th day of January, 2022.



James Scott, Chairman

ATTEST:



Arzelia Gates, Secretary