

Downtown Springfield Community
Improvement District Meeting
April 12, 2023
***** 8:00 am *****
Councilman Denny Whyne Conference Room
Busch Building 4th Floor

FY 2022- 2023 Meetings to Date: 7

Paula Adams	3	Lori Lampert	6
Chris Ball	7	Mack Musgrave	2
Michelle Billionis	1	Jeff Schrag	2
Steve Eudaly	4	Dick Scott	7
Brett Foster	6	Eleanor Taylor	5
Dan Griffin	7	Craig Wagoner	4
Allen Kunkel	6	Andrew Wells	6
		Bruce Adib-Yazdi	2

Agenda

Information

Welcome – *Chris Ball*

Agenda

Call to Order

Information

Comments from the Public

Information

Safety & Security Update – *Officer Scott Wallace*

Action

Approval of March 8, 2023 meeting minutes – *Chris Ball*

Action

Approval of March Financial Statements – *Craig Wagoner*

Information

Community Involvement Plan Activities – Brownfields RLF sub-grant update
420 South Ave & 1661 E. Trafficway
Danny Perches, Assistant Director of Economic Vitality

Information/Action

Parking & Maintenance Committee – *Bruce Adib-Yazdi, Dick Scott*
Safety & Security Committee – *Craig Wagoner*
April 4 – First Friday Artwalk 5:00 pm -10:00 pm
April 4 week – “Better Blocks” in the square, colorful blocks & seating
April 7,14,21,28 Yoga in the square 12:00 pm – 1:00pm
April 10 week – Backyard games in the square – jenga, hopscotch, corn hole
April 15 – Women’s Day Downtown
April 15 – Go Girl Run – 7:30 am begins and ends in the square
April 17 week – Brain games! Solve riddles, puzzles, word games
April 24 week – Different Food Truck each day
April 29 – Sculpture Walk Event – Robberson Alley
Visit www.itsalldowntown.com Calendar for a list of April events
Image Enhancement Committee – *Paula Adams*

Information

CID Update – *Barb Baker*

Other:

Closed session for the purpose of confidential and privileged communications between a governmental body or its representatives and its attorney relating to legal action, causes of action or litigation involving the public governmental body and confidential and privileged communications with the attorney for the CID Board pursuant to Section 610.021(1), Revised Statutes of Missouri.

Closed session for the purpose of leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration for the CID Board pursuant to Section 610.021 (2), Revised Statutes of Missouri in accordance with ADA guidelines, if you need special accommodations when attending any City meeting, please notify the City Clerk’s Office at 864-1443 at least 3 days prior to the scheduled meeting.

**Downtown Springfield Community Improvement District
Meeting Minutes
March 8, 2023**

Present: Chris Ball, Brett Foster, Dan Griffin, Allen Kunkel, Lori Lampert, Dick Scott, Eleanor Taylor, Craig Wagoner, Andrew Wells, Bruce Adib-Yazdi **Excused:** Paula Adams, Michelle Billionis, Steve Eudaly, Mack Musgrave, Jeff Schrag
City Staff: Officer Scott Wallace **Staff:** Brian Ussery, Barb Baker

- I. **Call to Order**
Chris Ball called the Downtown Springfield Community Improvement District Meeting to order at 8:05 am.

Safety & Security Update: Officer Wallace gave an update on the downtown activities. Monthly updates were emailed to the Board. Look at scheduling a meeting for downtown businesses, property owners on safety and security with their businesses.

- II. **Motion:** To approve February 8, 2023 Meeting Minutes
Moved: Bruce Adib-Yazdi
Second: Allen Kunkel
Approved

- III. **Financial Reports:** Craig reported on the February financial reports. Cash flow continues to do well. CID has received property tax funds and \$13,000 has not been paid at this time. Sales Tax continues to do well. Profit and Loss came in under budget, Administration about the same, utilities are higher. CID will be partnering with the City for the additional parking and improvements on Chestnut Street, cost \$45,000.00. IE sponsorship requests will be coming in in the next several months, lights are being installed from Walnut to Pershing. Maintenance under, repairs are higher for the equipment, Parking expenses on with two parking ambassadors, Safety & Security even with more officers signing up for the shifts. CID placed funds in a CD and Money Market. The board can look at ideas for next year on what to spend the funds on.

Motion: To approve February Financials
Moved: Dick Scott
Second: Andrew Wells
Approved

CID Draft Budget 2023-2024 – CID Committees met to discuss the Draft Budget. Safety & Security has increased the expense, IE Committee is close to last year's budget, \$60,000 in reserve, Parking Expenses stayed the same, Maintenance increased \$20,000 to purchase equipment/vehicle. Admin \$ 50,000 for the off street parking, renewal reserve included in the draft budget. \$133,000 positive for end of year.

Motion: To approve CID 2023-2024 Draft Budget
Moved: Allen Kunkel
Second: Bruce Adib-Yazdi

Parking & Maintenance Committee: Power washer has been serviced, general maintenance, looking at replacing the battery on the Leaf or replace with a vehicle. Brett mentioned MODOT/City has a pricing list on vehicles that he will request for CID to see if any vehicles/trucks are available. Look to scrape car or donate? Barb will be contacting OTC to see if they would want the Leaf. Andrew asked if there was an update on the Parking Survey, he mentioned it was focused on events, business owners, visitors. Brett said there will be other opportunities for everyone's input on the parking study.

Safety & Security: Off duty shifts have been filling up and coverage is better than previously.

Image Enhancement Committee: Andrew mentioned the IE Committee met and discussed refreshing the banners in the downtown area, unify the area, budget for banners every three years to change. Discussed the sunflowers project in downtown, gateways, wayfinding. Brett mentioned there is a group looking to update some of the wayfinding signs and branding of downtown, wayfinding signs were put in place 19 years ago.

CID Update: Included in packet

Other: CID looking at an opportunity for the vacant lot at Walnut and McDaniel and will be following up with the owners on the project. Rough Draft of the project was presented to the Board.

Meeting Adjourned: 9:00 am
Minutes submitted by: Barb Baker
Next CID Meeting: April 12, 2023

DOWNTOWN SPRINGFIELD CID Balance Sheet

Mar 31, 23

ASSETS	
Current Assets	
Checking/Savings	
1000 · Current Assets	
1001 · Checking - Great Southern	27,203.79
1030 · Central Bank Acct	231,500.20
1040 · Central Bank Money Market	200,340.09
1065 · Cert of Dep	250,000.00
Total 1000 · Current Assets	709,044.08
Total Checking/Savings	709,044.08
Accounts Receivable	
1005-05 · CID Property Taxes Receivable	8,276.00
Total Accounts Receivable	8,276.00
Total Current Assets	717,320.08
Fixed Assets	
1080 · Boonville Building	
1081 · Land	26,000.00
1082 · Building	747,482.56
1085 · Building Accum Depr	(56,768.38)
Total 1080 · Boonville Building	716,714.18
1090 · Equipment	
1095 · Accumulated Depreciation	(101,917.25)
1090 · Equipment - Other	193,541.75
Total 1090 · Equipment	91,624.50
Total Fixed Assets	808,338.68
TOTAL ASSETS	1,525,658.76
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2020 · Central Credit Card	377.62
Total Credit Cards	377.62
Other Current Liabilities	
2010 · IRA Payable	2,315.20
Total Other Current Liabilities	2,315.20
Total Current Liabilities	2,692.82
Long Term Liabilities	
2100 · Central Bank Loan	234,022.11
Total Long Term Liabilities	234,022.11
Total Liabilities	236,714.93
Equity	
3000-05 · Renewal Reserve (Bd Desig)	21,000.00
3000-06 · Investment in fixed assets	52,942.52
3000-15 · IE Reserve	30,000.00
3000-20 · Maintenance Reserve	13,164.00
3000 · Fund Balance	1,079,039.94
Net Income	92,797.37
Total Equity	1,288,943.83
TOTAL LIABILITIES & EQUITY	1,525,658.76

DOWNTOWN SPRINGFIELD CID
Profit & Loss Budget Performance

	Mar 23	Budget	Jul '22 - Mar 23	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
4000 · Income					
4001 · Gross Tax Assessments	0.00	0.00	289,732.33	260,000.00	260,000.00
4002 · Gross Tax Assessments Refunded	0.00		0.00	0.00	0.00
4003 · Sales Tax	0.00	30,000.00	310,165.34	233,000.00	320,000.00
4004 · Extended Parking Pass Sales	0.00	0.00	0.00	0.00	0.00
4005 · Voluntary Contributions	0.00		36,069.00	36,000.00	36,000.00
4007 · Interest Income	1,295.96	80.00	1,859.15	440.00	600.00
4009 · Miscellaneous Income	0.00		0.00	0.00	0.00
4012 · Rent Income	1,020.00	950.00	14,340.00	14,350.00	17,200.00
Total 4000 · Income	2,315.96	31,030.00	652,165.82	543,790.00	633,800.00
4200 · Grant	0.00		0.00	0.00	0.00
Total Income	2,315.96	31,030.00	652,165.82	543,790.00	633,800.00
Gross Profit	2,315.96	31,030.00	652,165.82	543,790.00	633,800.00
Expense					
5100 · ADMINISTRATION					
5102 · Admin- Payroll					
5102-02 · Salary	8,942.88	6,390.00	59,494.20	56,910.00	76,080.00
5102-04 · Health Insur	0.00		0.00		
5102-06 · Retirement	268.29	170.00	1,784.85	1,530.00	2,040.00
5102-08 · Admin- Payroll Taxes	684.13	440.00	4,922.42	3,960.00	5,280.00
Total 5102 · Admin- Payroll	9,895.30	7,000.00	66,201.47	62,400.00	83,400.00
5103 · Miscellaneous - Admin	0.00	350.00	1,184.07	2,950.00	4,000.00
5105 · Professional Services	0.00		3,174.00	3,600.00	3,600.00
5108 · Renewal Reserve Expense	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
5110 · Admin- Insurance					
5102-12 · Admin- Work Comp	277.60	100.00	1,097.55	500.00	600.00
5210-30 · Insurance - Officer & Director	0.00		0.00	2,000.00	2,000.00
Total 5110 · Admin- Insurance	277.60	100.00	1,097.55	2,500.00	2,600.00
5111 · Collection Fee	48.66	150.00	2,859.03	3,430.00	3,500.00
5112 · Payroll Fee	196.76	200.00	1,639.60	1,800.00	2,400.00
5134 · Office Phone	135.00	150.00	1,215.00	1,350.00	1,800.00
5136 · Office Suplies	133.33	300.00	1,641.23	2,700.00	3,600.00
5138 · Office Copies	127.77	166.66	1,259.33	1,500.02	2,000.00
5150 · Boonville Bldg Cost					
5151-01 · Boonville Loan Payment	1,932.17	1,932.17	17,389.53	17,389.53	23,186.04
5151-02 · Boonville Bldg Interest	0.00	0.00	0.00	0.00	0.00
5151-05 · Bldg Utilities	785.39	400.00	5,807.60	3,600.00	4,800.00
5151-06 · Bldg Trash	401.86	180.00	1,803.98	1,620.00	2,160.00
5151-07 · Bldg Alarm	60.01	57.70	523.92	519.30	692.40
5151-10 · Bldg Maintenance	175.00	850.46	781.04	7,654.18	10,205.56
5151-11 · Mortgage Interest	0.00		0.00	0.00	0.00
Total 5150 · Boonville Bldg Cost	3,354.43	3,420.33	26,306.07	30,783.01	41,044.00
Total 5100 · ADMINISTRATION	17,168.85	14,836.99	109,577.35	116,013.03	150,944.00
5150-12 · Bldg Improvements	45,000.00	0.00	45,000.00	50,000.00	50,000.00
5200 · Image Enhancement					
5210 · Advertising					
5210-05 · Advertising	0.00		0.00	0.00	0.00
5210-10 · Downtown Guide - Image Enhanc	0.00	0.00	3,893.02	3,000.00	7,000.00
Total 5210 · Advertising	0.00	0.00	3,893.02	3,000.00	7,000.00
5220 · Communications					
5220-15 · Website	100.00	100.00	650.00	900.00	1,200.00
5220-20 · Map	0.00		0.00	0.00	0.00
Total 5220 · Communications	100.00	100.00	650.00	900.00	1,200.00

DOWNTOWN SPRINGFIELD CID
Profit & Loss Budget Performance

	Mar 23	Budget	Jul '22 - Mar 23	YTD Budget	Annual Budget
5230 · Events					
5230-05 · Event - Sponsorships	1,000.00	2,500.00	10,485.00	6,500.00	12,500.00
5230-25 · Square Programming	44.00	131.00	2,190.00	2,877.00	5,000.00
Total 5230 · Events	1,044.00	2,631.00	12,675.00	9,377.00	17,500.00
5240 · Visual Improvements					
5240-05 · Utilities	120.84	110.00	1,069.31	1,240.00	1,600.00
5240-06 · Lights	0.00	0.00	4,246.39	0.00	0.00
5240-13 · Flowers	0.00	0.00	0.00	1,000.00	8,000.00
5240-15 · Banners	0.00	1,500.00	2,417.42	2,500.00	6,000.00
5240-16 · Outdoor Furniture	0.00		0.00	0.00	0.00
5240-20 · Decorations	0.00	1,000.00	19,433.65	20,000.00	20,000.00
5240-35 · Other	0.00		244.00	0.00	0.00
5240.25 · IE Projects	3,492.50	0.00	59,890.46	0.00	60,000.00
Total 5240 · Visual Improvements	3,613.34	2,610.00	87,301.23	24,740.00	95,600.00
Total 5200 · Image Enhancement	4,757.34	5,341.00	104,519.25	38,017.00	121,300.00
6100 · MAINTENANCE					
6101 · Equipment - Maintenance Repair	1,102.72	2,000.00	4,361.51	6,500.00	8,000.00
6103 · Equipment Purchase	24,350.00	2,000.00	28,809.00	4,800.00	4,800.00
6104 · Utilities- Maintenance	0.00	200.00	1,017.61	1,800.00	2,400.00
6105 · Phone/pager - Maintenance	190.85	250.00	1,658.13	2,250.00	3,000.00
6106 · Powerwashing - Maintenance	641.70	1,000.00	5,318.73	2,200.00	4,000.00
6107 · Supplies - Maintenance	1,180.55	850.00	8,473.24	7,450.00	10,000.00
6108 · Trash Receptacles	0.00	0.00	0.00	2,000.00	8,000.00
6110 · Clothes/Uniforms - Maintenance	0.00	250.00	1,193.75	2,250.00	3,000.00
6114 · Maintenance Misc	0.00	250.00	583.71	2,250.00	3,000.00
6115 · Vehicle (Rental & Gas)	137.79	600.00	3,736.95	5,400.00	7,200.00
6116 · Storage Rental	0.00	150.00	0.00	1,350.00	1,800.00
6120-00 · Personnel					
6120-05 · Salaries - Maintenance	14,515.87	12,000.00	98,414.45	107,450.00	143,450.00
6120-10 · Payroll Taxes - Maintenance	1,538.51	1,000.00	9,226.36	9,000.00	12,000.00
6120-12 · Main- Health Insur	1,812.68		8,157.06	0.00	0.00
6120-14 · Main Retirement	379.86	200.00	2,241.73	1,800.00	2,400.00
Total 6120-00 · Personnel	18,246.92	13,200.00	118,039.60	118,250.00	157,850.00
6150 · Insurance					
6150-05 · Insurance - Maintenance- Work C	2,062.14	500.00	8,152.14	6,400.00	8,000.00
6150-07 · Maint- General Liability	1,436.00	1,300.00	12,928.00	12,100.00	16,000.00
Total 6150 · Insurance	3,498.14	1,800.00	21,080.14	18,500.00	24,000.00
Total 6100 · MAINTENANCE	49,348.67	22,550.00	194,272.37	175,000.00	237,050.00
7100 · PARKING					
7106 · Car Expense	0.00	300.00	0.00	3,000.00	4,000.00
7107 · Supplies - Parking	99.95	65.00	174.38	605.00	800.00
7108 · Clothes/Uniforms- Parking	0.00	85.00	0.00	745.00	1,000.00
7120 · Personnel					
7120-05 · Salaries - Parking	2,862.65	2,200.00	17,806.95	19,560.00	26,160.00
7120-10 · Payroll Taxes - Parking	320.16	320.00	1,762.16	2,880.00	3,840.00
7120-15 · Parking Health Insur	0.00		0.00		
7120-17 · Parking- Retirement	0.00		0.00	0.00	0.00
Total 7120 · Personnel	3,182.81	2,520.00	19,569.11	22,440.00	30,000.00
Total 7100 · PARKING	3,282.76	2,970.00	19,743.49	26,790.00	35,800.00

DOWNTOWN SPRINGFIELD CID
Profit & Loss Budget Performance

	Mar 23	Budget	Jul '22 - Mar 23	YTD Budget	Annual Budget
8100 · SAFETY AND SECURITY					
8110 · Off Duty Police Patrols					
8101-02 · Safety Work Comp	1,626.00	850.00	6,428.12	7,450.00	10,000.00
8101-04 · Off Duty Police	10,641.25	10,000.00	102,445.00	90,000.00	120,000.00
8101-05 · Library Police Reimbursement	0.00	0.00	0.00	0.00	0.00
8101-06 · City Police Reimburesement	0.00	0.00	(21,466.13)	(15,000.00)	(21,000.00)
8101-07 · Other Reimbursement	0.00		(2,085.00)		
8101-09 · Saftey Misc	100.00	0.00	934.00	0.00	0.00
Total 8110 · Off Duty Police Patrols	<u>12,367.25</u>	<u>10,850.00</u>	<u>86,255.99</u>	<u>82,450.00</u>	<u>109,000.00</u>
Total 8100 · SAFETY AND SECURITY	<u>12,367.25</u>	<u>10,850.00</u>	<u>86,255.99</u>	<u>82,450.00</u>	<u>109,000.00</u>
Total Expense	<u>131,924.87</u>	<u>56,547.99</u>	<u>559,368.45</u>	<u>488,270.03</u>	<u>704,094.00</u>
Net Ordinary Income	<u>(129,608.91)</u>	<u>(25,517.99)</u>	<u>92,797.37</u>	<u>55,519.97</u>	<u>(70,294.00)</u>
Net Income	<u>(129,608.91)</u>	<u>(25,517.99)</u>	<u>92,797.37</u>	<u>55,519.97</u>	<u>(70,294.00)</u>

Downtown Springfield CID Sales Tax Receipts

Month	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
July	\$ 5,524.49	\$ 4,754.45	\$ 4,935.30	\$ 6,513.70	\$ 6,060.83	\$ 7,115.41	\$ 17,618.28	\$ 16,529.40	\$ 19,960.24	\$ 15,509.71	\$ 30,156.57	\$ 33,664.40
Aug	\$ 16,820.47	\$ 17,357.45	\$ 17,623.50	\$ 16,759.49	\$ 21,393.46	\$ 22,422.52	\$ 38,568.48	\$ 45,096.34	\$ 39,034.69	\$ 32,451.57	\$ 30,077.19	\$ 42,835.00
Sept	\$ 11,771.80	\$ 9,030.51	\$ 9,643.39	\$ 14,926.42	\$ 12,346.02	\$ 13,882.74	\$ 28,662.33	\$ 20,090.70	\$ 25,487.90	\$ 23,175.36	\$ 33,467.60	\$ 39,437.57
Oct	\$ 3,968.54	\$ 4,734.17	\$ 6,189.97	\$ 5,560.15	\$ 7,086.67	\$ 9,248.40	\$ 17,621.17	\$ 26,173.98	\$ 26,246.62	\$ 18,955.56	\$ 28,445.66	\$ 29,870.38
Nov	\$ 16,736.57	\$ 17,085.73	\$ 15,509.21	\$ 18,686.91	\$ 19,641.13	\$ 22,229.71	\$ 41,854.06	\$ 34,889.21	\$ 38,540.54	\$ 31,509.59	\$ 42,823.42	\$ 44,770.11
Dec	\$ 11,576.41	\$ 11,845.70	\$ 10,673.66	\$ 15,342.13	\$ 13,246.12	\$ 15,219.65	\$ 26,154.23	\$ 28,168.48	\$ 32,817.24	\$ 24,273.69	\$ 44,931.08	\$ 37,760.23
Jan	\$ 6,453.38	\$ 6,925.01	\$ 7,126.77	\$ 6,852.20	\$ 7,866.07	\$ 8,896.52	\$ 28,984.26	\$ 21,843.44	\$ 20,771.27	\$ 26,614.61	\$ 28,604.14	\$ 37,187.97
Feb	\$ 15,466.81	\$ 16,627.85	\$ 13,712.19	\$ 20,363.70	\$ 21,614.61	\$ 30,556.01	\$ 36,229.17	\$ 36,409.02	\$ 34,715.58	\$ 30,715.02	\$ 30,026.95	\$ 37,227.09
Mar	\$ 9,977.01	\$ 10,849.12	\$ 10,094.59	\$ 11,755.68	\$ 16,599.44	\$ 30,517.16	\$ 32,717.38	\$ 26,928.08	\$ 31,747.32	\$ 18,441.45	\$ 41,273.42	\$ 35,007.04
April	\$ 4,598.74	\$ 5,384.33	\$ 10,088.77	\$ 5,069.52	\$ 6,120.24	\$ 16,479.11	\$ 23,986.68	\$ 20,713.82	\$ 18,376.62	\$ 19,283.81	\$ 31,395.29	
May	\$ 19,755.47	\$ 18,399.10	\$ 16,268.31	\$ 21,005.52	\$ 22,585.59	\$ 48,273.64	\$ 46,304.49	\$ 43,816.26	\$ 25,734.24	\$ 37,489.44	\$ 51,042.06	
June	\$ 13,186.27	\$ 13,709.35	\$ 16,369.79	\$ 15,363.97	\$ 14,889.89	\$ 37,534.79	\$ 34,176.26	\$ 29,358.39	\$ 17,887.31	\$ 37,832.40	\$ 33,664.40	
Total	\$135,835.96	\$136,702.77	\$138,235.45	\$158,199.39	\$169,450.07	\$262,375.66	\$372,876.79	\$350,017.12	\$331,319.57	\$316,252.21	\$425,907.78	



COMMUNITY INVOLVEMENT

Name: Zenith Climbing Center

Address: 1661 E. Trafficway, Springfield MO 65802

Project: Brownfields RLF sub-grant to fund remediation of identified soil contamination for this brownfields site to prepare for new construction of an approximately 17,000 square foot building to house an indoor rock-climbing gym and fitness center.

Goals of the Community Involvement Plan: To improve understanding and participation in the cleanup and redevelopment process and increase awareness of site availability/redevelopment status and to meet the EPA guidelines and City of Springfield RLF approved workplan tasks.

Community Involvement Plan Activities

The following activities will be carried out through a partnership between the City of Springfield and the subgrantee, Zenith Holdings, LLC.

- 1. Public Participation Meeting:** A presentation on this project and the ABCA will be given during an open public meeting of the Downtown Springfield Community Improvement District Board meeting on April 12, 2023, at 8:00 am in the Councilman Denny Whayne Conference Room located on the 4th floor of the Busch Municipal Building at 840 N. Boonville by the Brownfields team on behalf of the subgrantee. This meeting will be posted with the City Clerk's office one week prior to the presentation. All members of the public are welcome and invited to attend. By including this presentation on the agenda of the Downtown Springfield Community Improvement District Board meeting, we will ensure that interested community members are aware of progress. This organization has members that are representative of a broad range of interests in the downtown area.
- 2. Signage:** An informational sign has been posted prominently on the project site and will remain until the cleanup is complete that reads "EPA Brownfields Funded Environmental Cleanup Site. Future Home of Zenith Climbing Center. For more information www.springfieldmo.gov/Brownfields call: 417-864-1037"
- 3. ABCA Public Comment:** The ABCA has been posted on the Brownfields website where it will remain until cleanup is complete. The public may provide comments via email at danny.perches@springfieldmo.gov or by calling 417-864-1035. The ABCA will also be available for the public to review in the Administrative Record on file in the City of Springfield Economic Vitality Department.
- 4. Project Information on Brownfields Website :** Information about this project will be posted on the Brownfields website located at <https://www.springfieldmo.gov/Brownfields>. All information related to this RLF cleanup will be posted here under the heading "Spotlight Projects" including the ABCA, Remedial Action Plan, Property Photos, and this Community Involvement Plan.



COMMUNITY INVOLVEMENT

Name: B Square Tower

Address: 420 South Avenue, Springfield MO 65806

Project: Brownfields RLF sub-grant to fund remediation of lead-based paint and asbestos containing materials for this brownfields site to prepare for renovations. The 16,096 square foot space will be renovated and repurposed as a mixed-use development featuring commercial uses on the ground floor, residential uses on floors two and three, an addition of a fourth floor to add penthouse apartments and tenant amenities in the basement.

Goals of the Community Involvement Plan: To improve understanding and participation in the cleanup and redevelopment process and increase awareness of site availability/redevelopment status and to meet the EPA guidelines and City of Springfield RLF approved workplan tasks.

Community Involvement Plan Activities

The following activities will be carried out through a partnership between the City of Springfield and the subgrantee, B Square Tower, LLC.

- 1. Public Participation Meeting:** A presentation on this project and the ABCA will be given during an open public meeting of the Downtown Springfield Community Improvement District Board meeting on April 12, 2023, at 8:00 am in the Councilman Denny Whayne Conference Room located on the 4th floor of the Busch Municipal Building at 840 N. Boonville by the Brownfields team on behalf of the subgrantee. This meeting will be posted with the City Clerk's office one week prior to the presentation. All members of the public are welcome and invited to attend. By including this presentation on the agenda of the Downtown Springfield Community Improvement District Board meeting, we will ensure that interested community members are aware of progress. This organization has members that are representative of a broad range of interests in the downtown area.
- 2. Signage:** An informational sign has been posted prominently on the project site, and will remain until the cleanup is complete, that reads "EPA Brownfields Environmental Cleanup in Process. Remediation of: asbestos containing materials and lead-based paint. For more information visit: www.springfieldmo.gov/Brownfields or call 417-864-1037"
- 3. ABCA Public Comment:** The ABCA has been posted on the Brownfields website where it will remain until cleanup is complete. The public may provide comments via email at danny.perches@springfieldmo.gov or by calling 417-864-1035. The ABCA will also be available for the public to review in the Administrative Record on file in the City of Springfield Economic Vitality Department.
- 4. Project Information on Brownfields Website :** Information about this project will be posted on the Brownfields website located at <https://www.springfieldmo.gov/Brownfields>. All information related to this RLF cleanup will be posted here under the heading "Spotlight Projects" including the ABCA, Remedial Action Plan, Property Photos, and this Community Involvement Plan.

**CID Parking Report
March 2023**

In the month of March 2023 Conservator of the Peace Sweckard (Parking Ambassador) wrote 38 tickets for parking violations. He also issued 7 warnings in the form of verbal or warning pamphlets.

The parking enforcement efforts were concentrated on the three city parking lots, including the two on Boonville and one at Harbell, as well as two hour parking, handicap and loading zones throughout the CID district.

COP Sweckard worked a total of 3 six hour shifts in the month of March.

In the Month of March I worked 3 days (8 hour shifts).

The parking enforcement was on the city parking lots (3) and city streets.

I wrote 54 tickets and issued 10 warnings during the month of March.

Bob Doty

**Parking & Maintenance Update
March 2023**

CID purchased a new Ford Maverick for parking enforcement. It got a spray in bed liner, and a directional safety light bar in the back. We are waiting for the vinyl shop to have an opening so we can get our decals on it.

The Leaf was donated to the OTC Auto Tech Dept.

Power washing has begun on the square, and Jonathan has been helping Stacy out and power washing a couple days a week.

We have started building brackets to raise the Doggie Pot bag dispensers up above the trash cans. The way they were mounted made it so you can only see them from one side of the trash can. Now they are much more visible and easy to access.

All 3 Mules will be going in for regular service next week. The red Mule got a new set of tires 2 weeks ago.

Brian Ussery

CID Work Plan 2023

Maintenance Plan 2023		March	April	May	Comments
Priorities					
Cleaning	daily	daily	daily	daily	
Snow Removal					
Powerwashing	4-5 days per week	4-5 days per week	4-5 days per week	4-5 days per week	
Spray Weeds					
Graffiti Removal	on-going	on-going	on-going	on-going	graffiti reports & pictures sent to police
On-Going Maintenance Activities					
Trash pick-up	daily	daily	daily	daily	
Truck Serviced	new truck purchased	as needed	as needed	as needed	2023 Maverick Truck purchased for Parking & Maint
Equipment Serviced	as needed	as needed	as needed	3 Mules will be serviced	
Supplies Ordered	as needed	as needed	as needed	as needed	
Quarterly Inventory					
Coordinate Streetscape Projects	yes	yes			coordinate street closures with new construction
Parking Plan 2023					
Priorities					
Parking Enforcement	yes	yes	yes	yes	CID officers help if needed with issues
Parking Information /Signs	Report to Public Works	Report to Public Works	Report to Public Works	Report to Public Works	
Wayfinding					
On-Going Parking Activities					
2 parking ambassadors	3-4 days per week	3-4 days per week	3-4 days per week	3-4 days per week	2 Parking Ambassadors
Monthly ticket report	in Board Packet	in Board Packet	in Board Packet	In Board Packet	
Inform CID property & business owners in CID of available parking	on-going	on-going	on-going	on-going	
Issue parking passes as needed	N/A	N/A	N/A	N/A	
Coordinate dumpster permit requests	as requested	as requested	as requested	as requested	

CID Work Plan 2023

Image Enhancement 2023	March	April	May	Comments
Priorities				
Plantings			Flowers planted mid-May	
Trashcans				
Banners	Seeking new designs	Seeking new designs		
Website/Facebook/	on-going	on-going	on-going	monthly updates & as needed
Ash urns				
On-Going IE Activities				
Administrative Support	yes	yes	yes	
Budget tracking			Adopt CID Budget 2023-2024	
RFP Information Gathering				
Bringing of suggestions				
All activities as assigned	yes	yes	yes	
Administration Plan 2023				
Agenda Distribution	yes	yes	yes	
Minutes	yes	yes	yes	
Bid Coordination				
General information/feedback	yes	yes	yes	as needed for purchases
Coordination with other entities	yes	yes	yes	
Financial reporting	yes	yes	yes	
Management of CID resources	yes	yes	yes	
Risk management	yes	yes	yes	
Staff support to CID Bd. & committees				
Orientation of new board members				
Compliance with legal requirements	yes	yes	yes	
Program reporting, CID updates	yes-in packet	yes-in packet	yes-in packet	
Customer Service	yes	yes	yes	general information/lofts/real estate/parking
Volunteer Contributions				
Coordinating with City services	yes	yes	yes	street sweeping, emptying of trashcans, square
Management as needed to carryout committee/board decisions	yes	yes	yes	

CID DOWNTOWN

Springfield Community Improvement District

Happenings in our CID

Heirloom Candles opened at 400 West Walnut

Cabos Bonitos Grill & Cantina has opened at 406 South Ave

Over the Street Lighting has been installed from
Walnut to Pershing

April Activities:

April 4th First Friday Artwalk 5:00 pm—10:00 pm

April 4th week "Better Blocks" in the square,
colorful blocks & seating

April 7, 14, 21, 28 Yoga in the Square 12:00-1:00pm

April 10th week Backyard games in the square,
jenga, hopscotch, corn hole

April 15 Women's Day Downtown

April 15 Go Girl Run 7:30 am in square

April 17th week Brain games! Solve riddles,
puzzles, word games

April 24th week Different Food truck each day

April 29 Sculpture Walk Event—Robberson Alley

Visit www.itsalldowntown.com Calendar for a list of
April events

April 6, 2023

Officers

Chris Ball
Chairman

Dick Scott
Secretary

Craig Wagoner
Treasurer

Board of Directors

Paula Adams

Chris Ball

Michelle Billionis

Steve Eudaly

Brett Foster

Dan Griffin

Allen Kunkel

Lori Lampert

Mack Musgrave

Jeff Schrag

Dick Scott

Eleanor Taylor

Craig Wagoner

Andrew Wells

Bruce Adib-Yazdi

Brian Ussery
Maintenance Supervisor

Barb Baker
CID Manager

Mary Lilly Smith
Director Emeritus