

Downtown Springfield Community
Improvement District Meeting
March 13, 2024

8:00 am
Councilman Denny Whayne Conference Room
Busch Building 4th Floor

FY 2023- 2024 Meetings to Date: 5

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

Agenda

Information Welcome – *Chris Ball*

Agenda Call to Order

Information Comments from the Public

Information Safety & Security Update – *Officer Scott Wallace*

Action Approval of February 14, 2024 Meeting Minutes – *Chris Ball*

Action Approval of February Financial Statements – *Chris Ball*

Action Approval of CID Draft Budget – 2024-2025 – *Chris Ball*

Information/Action Parking & Maintenance Committee – *Bruce Adib-Yazdi, Dick Scott*

Safety & Security Committee – *Barb Baker*

March 16th – Sharmrock Shuffle – 8:00 am – 12:00 pm Alcohol Event

March 16th – St. Patrick’s Day Parade – 2:00 pm Alcohol Event

March 16th - St. Pat’s Pub Crawl

Visit www.itsalldowntown.com Calendar for list of March 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
Retreat Minutes
February 14, 2024**

Present: Paula Adams, Chris Ball, Brett Foster, Dan Griffin, Allen Kunkel, Lori Lampert, Mack Musgrave, Dick Scott, Craig Wagoner, Andrew Wells, Bruce Adib-Yazdi

Excused: Michelle Billionis, Steve Eudaley, Jeff Schrag, Eleanor Taylor **Staff:** Brian Ussey, Barb Baker

Retreat Facilitator: Dr. Dale Moore

I. **Call to Order**

Chris Ball called the Downtown Springfield Community Improvement District Retreat Meeting to order at 8:00 am.

Safety & Security Update: Officer Wallace sent out the monthly reports before the meeting. He was unable to attend the meeting today. Please reach out to him if you have any questions or need additional information from him.

II. **Motion:** To approve January 10, 2024 Meeting Minutes

Moved: Andrew Wells

Second: Bruce Adib-Yazdi

Approved:

Financial Reports: Craig reported CID has been receiving property tax. Profit & Loss, Sales tax \$38,000.00. New Hotel will be on board this year. Interest is up for the CD and Money Market accounts. Admin on track, IE on track, Parking and Maintenance now on budget.

II. **Motion:** To approve January Financials

Moved: Dan Griffin

Second: Dick Scott

Approved:

Board Retreat: Dale welcomed everyone, thanked CID for having him and he mentioned he had been on the CID Board about 12 years ago.

Discussion was held on what the CID Board wants to or needs to be working on. Several topics came up, investment in downtown, parking, communicate to the public to come to downtown, projects of CID, ie: lights over the street. Discussed the Lighting of Jordan Creek, will want the area to be inviting, people will want to visit downtown, activities in the area. Tangibles: Communication, Collaboration, storytelling of the area.

Discussion was held about the CID Renewal in 2031, new property owners downtown now, will they have different ideas on CID, what they want them to do?

Chris thanked Dale and he will keep him updated on the Board's next step, meeting with groups, organizations and coming up with a plan.

Other:

CID Update: In Packet

Meeting Adjourned: 9:45am

Minutes submitted by: Barb Baker

Next CID Board Meeting: March 13, 2024

DOWNTOWN SPRINGFIELD CID Balance Sheet

	Feb 29, 24
ASSETS	
Current Assets	
Checking/Savings	
1000 · Current Assets	185,614.75
1001 · Checking - Great Southern	56,234.95
1030 · Central Bank Acct	266,262.96
1040 · Central Bank Money Market	258,750.00
1065 · Cert of Dep	
Total 1000 · Current Assets	766,862.66
Total Checking/Savings	766,862.66
Accounts Receivable	
1005-05 · CID Property Taxes Receivable	24,213.01
Total Accounts Receivable	24,213.01
Total Current Assets	791,075.67
Fixed Assets	
1080 · Boonville Building	
1081 · Land	26,000.00
1082 · Building	747,482.56
1085 · Building Accum Depr	(98,080.75)
Total 1080 · Boonville Building	675,401.81
1090 · Equipment	
1095 · Accumulated Depreciation	(101,917.25)
1090 · Equipment - Other	222,191.75
Total 1090 · Equipment	120,274.50
Total Fixed Assets	795,676.31
TOTAL ASSETS	1,586,751.98
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	1,581.03
2010 · IRA Payable	
Total Other Current Liabilities	1,581.03
Total Current Liabilities	1,581.03
Long Term Liabilities	
2100 · Central Bank Loan	223,029.91
Total Long Term Liabilities	223,029.91
Total Liabilities	224,610.94
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	1,122,263.17
Net Income	122,771.35
Total Equity	1,362,141.04
TOTAL LIABILITIES & EQUITY	1,586,751.98

DOWNTOWN SPRINGFIELD CID
Profit & Loss Budget Performance

	Feb 24	Budget	Jul '23 - Feb 24	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
4000 · Income					
4001 · Gross Tax Assessments	0.00	0.00	299,273.08	280,000.00	280,000.00
4003 · Sales Tax	0.00	30,000.00	241,807.49	220,000.00	340,000.00
4004 · Extended Parking Pass Sales	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	6,017.78	50.00	16,123.19	400.00	600.00
4009 · Miscellaneous Income	0.00		0.46		
4012 · Rent Income	1,020.00	1,020.00	14,160.00	14,320.00	18,400.00
Total 4000 · Income	7,037.78	31,070.00	607,433.22	550,720.00	675,000.00
Total Income	7,037.78	31,070.00	607,433.22	550,720.00	675,000.00
Gross Profit	7,037.78	31,070.00	607,433.22	550,720.00	675,000.00
Expense					
5100 · ADMINISTRATION					
5102 · Admin- Payroll					
5102-02 · Salary	6,363.60	6,400.00	53,688.92	50,600.00	76,200.00
5102-04 · Health Insur	0.00		0.00		
5102-06 · Retirement	190.90	175.00	1,610.61	1,400.00	2,100.00
5102-08 · Admin- Payroll Taxes	570.02	550.00	4,336.01	4,300.00	6,500.00
Total 5102 · Admin- Payroll	7,124.52	7,125.00	59,635.54	56,300.00	84,800.00
5103 · Miscellaneous - Admin	284.20	350.00	2,400.50	2,600.00	4,000.00
5105 · Professional Services	500.00	0.00	3,200.00	3,500.00	3,600.00
5108 · Renewal Reserve Expense	0.00	0.00	0.00	0.00	3,000.00
5110 · Admin- Insurance					
5102-12 · Admin- Work Comp	0.00	0.00	974.12	780.00	1,200.00
5210-30 · Insurance - Officer & Director	0.00		0.00	2,000.00	2,000.00
Total 5110 · Admin- Insurance	0.00	0.00	974.12	2,780.00	3,200.00
5111 · Collection Fee	544.66	1,510.00	2,797.48	3,410.00	3,600.00
5112 · Payroll Fee	143.96	200.00	1,517.68	1,600.00	2,400.00
5132 · Office Utilities	0.00	0.00	0.00	0.00	0.00
5134 · Office Phone	135.00	150.00	1,080.00	1,200.00	1,800.00
5136 · Office Suplies	(17.85)	300.00	1,925.86	2,400.00	3,600.00
5138 · Office Copies	(47.80)	165.00	1,197.73	1,340.00	2,000.00
5140 · Office Maintenance	0.00	0.00	0.00	0.00	0.00
5150 · Boonville Bldg Cost					
5151-01 · Boonville Loan Payment	1,932.17	1,932.17	15,457.36	15,457.32	23,186.00
5151-02 · Boonville Bldg Interest	0.00	0.00	0.00	0.00	0.00
5151-05 · Bldg Utilities	851.90	500.00	4,384.80	4,000.00	6,000.00
5151-06 · Bldg Trash	721.36	210.00	2,411.26	1,680.00	2,520.00
5151-07 · Bldg Alarm	60.01	60.00	777.17	480.00	720.00
5151-10 · Bldg Maintenance	70.00	718.00	2,725.38	5,746.00	8,618.00
Total 5150 · Boonville Bldg Cost	3,635.44	3,420.17	25,755.97	27,363.32	41,044.00
Total 5100 · ADMINISTRATION	12,302.13	13,220.17	100,484.88	102,493.32	153,044.00
5150-12 · Bldg Improvements	0.00	0.00	0.00	0.00	0.00
5200 · Image Enhancement					
5210 · Advertising					
5210-10 · Downtown Guide - Image Enhanc	0.00	0.00	4,213.24	3,500.00	7,000.00
Total 5210 · Advertising	0.00	0.00	4,213.24	3,500.00	7,000.00
5220 · Communications					
5220-15 · Website	100.00	100.00	594.34	550.00	1,200.00
Total 5220 · Communications	100.00	100.00	594.34	550.00	1,200.00

DOWNTOWN SPRINGFIELD CID
Profit & Loss Budget Performance

	<u>Feb 24</u>	<u>Budget</u>	<u>Jul '23 - Feb 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
5230 · Events					
5230-05 · Event - Sponsorships	1,195.00	1,000.00	3,645.00	8,500.00	12,500.00
5230-25 · Square Programming	44.00	100.00	3,609.56	3,726.00	5,000.00
Total 5230 · Events	<u>1,239.00</u>	<u>1,100.00</u>	<u>7,254.56</u>	<u>12,226.00</u>	<u>17,500.00</u>
5240 · Visual Improvements					
5240-05 · Utilities	129.22	130.00	934.91	1,080.00	1,600.00
5240-06 · Lights	405.94	0.00	3,471.50	0.00	0.00
5240-13 · Flowers	0.00	0.00	543.38	0.00	8,000.00
5240-15 · Banners	0.00	0.00	176.55	5,800.00	6,000.00
5240-20 · Decorations	8,607.50	0.00	18,840.95	20,000.00	20,000.00
5240-35 · Other	0.00	0.00	0.00	0.00	0.00
5240.25 · IE Projects	0.00	20,000.00	33,511.49	60,000.00	60,000.00
Total 5240 · Visual Improvements	<u>9,142.66</u>	<u>20,130.00</u>	<u>57,478.78</u>	<u>86,880.00</u>	<u>95,600.00</u>
Total 5200 · Image Enhancement	<u>10,481.66</u>	<u>21,330.00</u>	<u>69,540.92</u>	<u>103,156.00</u>	<u>121,300.00</u>
6100 · MAINTENANCE					
6101 · Equipment - Maintenance Repair	1,308.89	500.00	5,817.88	4,000.00	6,000.00
6103 · Equipment Purchase	0.00	0.00	10,540.46	20,000.00	20,000.00
6104 · Utilities- Maintenance	125.00	200.00	1,333.24	1,600.00	2,400.00
6105 · Phone/pager - Maintenance	176.84	250.00	1,387.76	2,000.00	3,000.00
6106 · Powerwashing - Maintenance	0.00	500.00	1,309.42	1,700.00	4,000.00
6107 · Supplies - Maintenance	470.45	850.00	6,625.93	6,600.00	10,000.00
6108 · Trash Receptacles	0.00	3,000.00	5,393.00	6,000.00	6,000.00
6110 · Clothes/Uniforms - Maintenance	36.38	100.00	1,598.40	2,500.00	4,000.00
6114 · Maintenance Misc	4,202.39	250.00	5,251.69	2,000.00	3,000.00
6115 · Vehicle (Rental & Gas)	0.00	500.00	2,618.91	4,000.00	6,000.00
6116 · Storage Rental	0.00	150.00	0.00	1,200.00	1,800.00
6120-00 · Personnel					
6120-05 · Salaries - Maintenance	11,854.57	11,700.00	92,491.49	94,150.00	140,950.00
6120-10 · Payroll Taxes - Maintenance	1,178.12	800.00	7,796.17	6,400.00	9,600.00
6120-12 · Main- Health Insur	1,003.06	1,000.00	9,515.10	8,000.00	12,000.00
6120-14 · Main Retirement	288.45	250.00	2,402.93	2,000.00	3,000.00
Total 6120-00 · Personnel	<u>14,324.20</u>	<u>13,750.00</u>	<u>112,205.69</u>	<u>110,550.00</u>	<u>165,550.00</u>
6150 · Insurance					
6150-05 · Insurance - Maintenance- Work C	0.00	0.00	7,238.42	6,000.00	9,000.00
6150-07 · Maint- General Liability	1,843.00	1,300.00	14,237.00	9,800.00	15,000.00
Total 6150 · Insurance	<u>1,843.00</u>	<u>1,300.00</u>	<u>21,475.42</u>	<u>15,800.00</u>	<u>24,000.00</u>
Total 6100 · MAINTENANCE	<u>22,487.15</u>	<u>21,350.00</u>	<u>175,557.80</u>	<u>177,950.00</u>	<u>255,750.00</u>
7100 · PARKING					
7106 · Car Expense	0.00	300.00	499.00	2,700.00	4,000.00
7107 · Supplies - Parking	11.12	70.00	11.12	500.00	800.00
7108 · Clothes/Uniforms- Parking	0.00	0.00	0.00	800.00	1,000.00
7120 · Personnel					
7120-05 · Salaries - Parking	2,940.03	2,150.00	17,130.11	17,200.00	25,800.00
7120-10 · Payroll Taxes - Parking	292.18	350.00	1,675.36	2,800.00	4,200.00
7120-15 · Parking Health Insur	0.00		0.00		
7120-17 · Parking- Retirement	0.00		0.00		
Total 7120 · Personnel	<u>3,232.21</u>	<u>2,500.00</u>	<u>18,805.47</u>	<u>20,000.00</u>	<u>30,000.00</u>
Total 7100 · PARKING	<u>3,243.33</u>	<u>2,870.00</u>	<u>19,315.59</u>	<u>24,000.00</u>	<u>35,800.00</u>

DOWNTOWN SPRINGFIELD CID
Profit & Loss Budget Performance

	<u>Feb 24</u>	<u>Budget</u>	<u>Jul '23 - Feb 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
8100 · SAFETY AND SECURITY					
8110 · Off Duty Police Patrols					
8101-02 · Safety Work Comp	0.00	1,000.00	5,708.18	6,700.00	11,000.00
8101-04 · Off Duty Police	12,527.50	11,300.00	134,197.50	90,800.00	136,000.00
8101-05 · Library Police Reimbursement	0.00		0.00	0.00	0.00
8101-06 · City Police Reimbursement	0.00	0.00	(21,000.00)	(21,000.00)	(21,000.00)
8101-07 · Other Reimbursement	0.00	0.00	(385.00)	0.00	0.00
8101-09 · Saftey Misc	118.00	0.00	1,242.00	0.00	0.00
Total 8110 · Off Duty Police Patrols	<u>12,645.50</u>	<u>12,300.00</u>	<u>119,762.68</u>	<u>76,500.00</u>	<u>126,000.00</u>
Total 8100 · SAFETY AND SECURITY	<u>12,645.50</u>	<u>12,300.00</u>	<u>119,762.68</u>	<u>76,500.00</u>	<u>126,000.00</u>
Total Expense	<u>61,159.77</u>	<u>71,070.17</u>	<u>484,661.87</u>	<u>484,099.32</u>	<u>691,894.00</u>
Net Ordinary Income	<u>(54,121.99)</u>	<u>(40,000.17)</u>	<u>122,771.35</u>	<u>66,620.68</u>	<u>(16,894.00)</u>
Net Income	<u><u>(54,121.99)</u></u>	<u><u>(40,000.17)</u></u>	<u><u>122,771.35</u></u>	<u><u>66,620.68</u></u>	<u><u>(16,894.00)</u></u>

Downtown Springfield CID Sales Tax Receipts											
Month	2011-12	2012-13	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024		
July	\$ 5,524.49	\$ 4,754.45	\$ 17,618.28	\$ 16,529.40	\$ 19,960.24	\$ 15,509.71	\$ 30,156.57	\$ 33,664.40	\$ 32,071.24		
Aug	\$ 16,820.47	\$ 17,357.45	\$ 38,568.48	\$ 45,096.34	\$ 39,034.69	\$ 32,451.57	\$ 30,077.19	\$ 42,835.00	\$ 38,744.31		
Sept	\$ 11,771.80	\$ 9,030.51	\$ 28,662.33	\$ 20,090.70	\$ 25,487.90	\$ 23,175.36	\$ 33,467.60	\$ 39,437.57	\$ 28,287.75		
Oct	\$ 3,968.54	\$ 4,734.17	\$ 17,621.17	\$ 26,173.98	\$ 26,246.62	\$ 18,955.56	\$ 28,445.66	\$ 29,870.38	\$ 30,733.75		
Nov	\$ 16,736.57	\$ 17,085.73	\$ 41,854.06	\$ 34,889.21	\$ 38,540.54	\$ 31,509.59	\$ 42,823.42	\$ 44,770.11	\$ 38,142.35		
Dec	\$ 11,576.41	\$ 11,845.70	\$ 26,154.23	\$ 28,168.48	\$ 32,817.24	\$ 24,273.69	\$ 44,931.08	\$ 37,760.23	\$ 39,686.37		
Jan	\$ 6,453.38	\$ 6,925.01	\$ 28,984.26	\$ 21,843.44	\$ 20,771.27	\$ 26,614.61	\$ 28,604.14	\$ 37,187.97	\$ 34,141.72		
Feb	\$ 15,466.81	\$ 16,627.85	\$ 36,229.17	\$ 36,409.02	\$ 34,715.58	\$ 30,715.02	\$ 30,026.95	\$ 37,227.09	\$ 38,491.85		
Mar	\$ 9,977.01	\$ 10,849.12	\$ 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	\$ 23,986.68	\$ 20,713.82	\$ 18,376.62	\$ 19,283.81	\$ 31,395.29	\$ 39,282.70			
May	\$ 19,755.47	\$ 18,399.10	\$ 46,304.49	\$ 43,816.26	\$ 25,734.24	\$ 37,489.44	\$ 51,042.06	\$ 44,366.24			
June	\$ 13,186.27	\$ 13,709.35	\$ 34,176.26	\$ 29,358.39	\$ 17,887.31	\$ 37,832.40	\$ 33,664.40	\$ 33,686.87			
Total	\$135,835.96	\$136,702.77	\$ 372,876.79	\$ 350,017.12	\$ 331,319.57	\$ 316,252.21	\$ 425,907.78	\$ 455,095.60			

DT CID Operating Budget

2024-2025

DRAFT

	<u>Budget</u> <u>2023-24</u>	<u>Budget</u> <u>2024-2025</u>
Revenue		
Sales Tax	\$340,000	\$380,000
Property Tax	\$280,000	\$300,000
Voluntary Contributions	\$36,000	\$36,000
Interest Income	\$600	\$16,000
Rent	\$18,400	\$18,400
Total Revenues	\$675,000	\$750,400
Expense		
Administration	\$150,044	\$153,044
Renewal Reserve	\$3,000	\$3,000
Image Enhancement	\$121,300	\$125,300
Maintenance	\$255,750	\$263,200
Parking	\$35,800	\$45,600
Safety & Security	<u>\$126,000</u>	<u>\$170,000</u>
Total Expenses	\$691,894	\$760,144
Net Increase in Cash	-\$16,894	-\$9,744

DT CID Admin Budget			DRAFT
2024-2025			
		Budget	Budget
		2023-24	2024-25
Administration			
Personnel		\$86,000	\$89,000
Phone/Internet		\$1,800	\$1,800
Office Supplies		\$3,600	\$3,600
Accounting Reveiw		\$3,600	\$3,600
D&O Insurance		\$2,000	\$2,000
Copier		\$2,000	\$2,000
Collection Fee		\$3,600	\$3,600
Payroll Fee		\$2,400	\$2,400
Misc		\$4,000	\$4,000
Boonville Building		\$41,044	\$41,044
Loan Payment	\$13,525		
Utilities	\$3,506		
Trash	\$1,054		
Alarm	\$385		
Maintenance	\$8,294		
Improvements			
Total Expenses		\$150,044	\$153,044

DT CID Parking & Main Budget 2024-2025		Budget 2023-24	Budget 2024-2025	DRAFT
<u>Parking</u>				
Supplies - Parking	\$800	\$600		
Car Expense	\$4,000	\$4,000		
Uniforms	\$1,000	\$1,000		
Personnel - Parking	\$30,000	\$40,000		
Total Parking	\$35,800	\$45,600		
<u>Maintenance</u>				
Equipment-Purchase	\$20,000	\$5,000		
Equipment/Truck Repairs & Fuel	\$12,000	\$12,000		
Power Washing	\$4,000	\$4,000		
Supplies	\$10,000	\$10,000		
Trash Receptacles	\$6,000	\$6,000		
Uniforms	\$4,000	\$4,000		
Phone/Pager	\$3,000	\$3,000		
Utilities	\$2,400	\$2,400		
Insurance	\$24,000	\$30,000		
Personnel	\$165,550	\$180,000		
Storage	\$1,800	\$1,800		
Misc	\$3,000	\$5,000		
Total Maintenance	\$255,750	\$263,200		
Total Parking & Maintenance	\$291,550	\$308,800		

DT CID Image & Enhancement Budget		Budget		DRAFT
2024-2025		2023-24	2024-225	
Advertising				
Downtown Guide		\$7,000	\$7,000	
Website		\$1,200	\$1,200	
Total Advertising		\$8,200	\$8,200	
Events				
Community Event Sponsorships		\$12,500	\$12,500	
Square Programming		\$5,000	\$5,000	
Total Event Support		\$17,500	\$17,500	
Visual Improvements				
Banners		\$6,000	\$10,000	
Holiday Decorations		\$20,000	\$20,000	
Flowers/Planters		\$8,000	\$8,000	
IE Project Reserve		\$60,000	\$60,000	
Utilities		\$1,600	\$1,600	
Total Visual Improvements		\$95,600	\$99,600	
Total Image Enhancement		\$121,300	\$125,300	

DT CID Security Budget		DRAFT
2024-2025		
	Budget	Budget
	2023-24	2024-2025
Expense		
Off Duty Police	\$136,000	\$180,000
Work Comp	\$11,000	\$11,000
Other	\$0	\$0
Total Expenses	\$147,000	\$191,000
Reimburse		
City of Springfield	\$21,000	\$21,000
Library	\$0	\$0
NET COST TO CID	\$126,000	\$170,000

**CID Parking Report
February 2024**

In the month of February 2024 Conservator of the Peace Sweckard (Parking Ambassador) wrote 104 tickets for parking violations. He also issued 21 warnings in the form of verbal warnings or 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 timed parking, handicap spots and loading zones throughout the CID district.

COP Sweckard worked a total of 8 six hour shifts in the month of February.

In the month of February I worked 8 shifts (8 hr.days), wrote 154 tickets and gave out over 40 warnings. The 3 City Public lots, on street parking, handicap spaces, loading zoned and 30 min spaces were monitored in the CID boundaries.

COP Bob Doty

**CID Maintenance Report
February 2024**

We got the big power washer out and started power washing again. We replaced 2 trailer tires on the power washer due to cracking on the sidewalls.

I am working on getting a price on adding a surface cleaner attachment to the power washer so that cleaning wide open areas of sidewalks will be faster and easier for the guys running it. It's looking to be about \$3000 for the surface cleaner, hoses and hose reel needed for it.

Still dealing with a fair amount of graffiti. We are cleaning off what we can. We did hire Advance Laser Restoration to clean 10 items off of buildings that we were unable to remove.

Stacy's last day as a full time employee will be June 30th. Jason will be going full time at that time and working Monday through Friday 11-7. Stacy will become part time and work Monday, Tuesday and Wednesday 7-2.

Thank You to the Springfield Fire Department for donating a 40 foot hose for the power washer. The old hose was getting worn out.

CID Work Plan 2024

Image Enhancement 2024	February	March	April	Comments
Priorities				
Plantings				
Trashcans				Cleaning, Painting & rotating trashcans
Banners				
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		Draft CID Budget 2024-2025		
RFP Information Gathering				
Bringing of suggestions				
All activities as assigned	yes	yes	yes	
Administration Plan 2024	February	March	April	Comments
Agenda Distribution	yes	yes	yes	
Minutes	yes	yes	yes	
Bid Coordination				as needed for purchases or services
General information/feedback	yes	yes	yes	
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	yes	yes	yes	
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

March Events:

March 16th Shamrock Shuffle 8:00 am—noon
(starts at Dublin's Pass)

March 16th St. Patrick's Day Parade 2:00pm

March 16th Performers, Food in the Square—noon

March 16th St. Pat's Pub Crawl 9:00 pm

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

March 8, 2024

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