## Downtown Springfield Community Improvement District Meeting

### October 9, 2019

\*\*\*\*\*\*\*\*\*\* 8:00 am \*\*\*\*\*\*\*\*

## Councilman Denny Whayne Conference Room Busch Building 4<sup>th</sup> Floor

FY	2019	-2020	Meetings	to	Date:	3
----	------	-------	----------	----	-------	---

Paula Adams	3	Charlie Rosenbury	2
Chris Ball	3	Jeff Schrag	2
Michelle Billionis	2	Dick Scott	2
Ken Chumbley	2	Mary Lilly Smith	2
Allen Kunkel	1	Bart Tacke	
Dylan Rauhoff	1	Craig Wagoner	3
Doug Roller	1	Andrew Wells	2
		Bruce Adib-Yazdi	2

Agenda

**Information** Welcome – Chris Ball

Agenda Call to Order

**Information** Comments from the Public

Information Safety & Security Update – Officer Keith Wright, Officer Casandra Lightwine,

Sgt. Nelson Kibby

**Information** Festival of Lights Update – Cora Scott

Action Approval of September 11, 2019 Meeting Minutes

Action Approval of September Financial Reports – Craig Wagoner

Action Line of Credit – Craig Wagoner

**Information**/ 650 N. Boonville Update – Chris Ball & Craig Wagoner

Sign Update - Chris Ball & Craig Wagoner

**Information** CID Review 2018-2019 – Craig Wagoner

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

Safety & Security Committee - Craig Wagoner

October Events

October 4<sup>th</sup> Pop Up Traffic Calming at South & Elm 6:00 pm – 8:00 pm

October 4<sup>th</sup> First Friday 6:00 pm

October 5<sup>th</sup> First Firkin Friday @ Mother's 6:00 pm October 5<sup>th</sup> Downtown Open in the Square noon October 5<sup>th</sup> Backyard Vibes @ Mother's 6:00pm

October 10<sup>th</sup> SGF Blues Day – downtown 7:00 pm *alcohol event* 

October 10<sup>th</sup>, 17<sup>th</sup>, 24<sup>th</sup> Thirst-Day @ Mothers 6:00 pm

October 11th Partio Music @ Mother's 6:00 pm

October 12th Pridefest in the Square noon-11:00 pm alcohol event

October 19th Pets & Pumpkins in the Square noon 5:30 pm

October 19th Fish & Sips @ Mother's 1:00pm

October 26<sup>th</sup> Stand Up Speak Out in the Square 4:00 pm-7:00 pm

October 26<sup>th</sup> Halloween Pub Crawl 9:00 pm

Image Enhancement Committee - Paula Adams

#### Information

CID Update - Barb Baker

All other Matters within Jurisdiction of the Board

#### Adjournment

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 Statues 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 Public Hearing Meeting Minutes September 11, 2019

Present: Paula Adams, Chris Ball, Michelle Billionis, Ken Chumbley, Allen Kunkel, Charlie Rosenbury, Jeff Schrag, Dick Scott, Mary Lilly Smith, Craig Wagoner, Andrew Wells Excused: Dylan Rauhoff, Doug Roller, Bart Tacke, Bruce Adib-Yazdi City Staff: Sarah Kerner, Officer Keith Wright, Staff: Barb Baker Guest: Debby LeMasters

I. Call to Order

Chris Ball called the Downtown Springfield Community Improvement District Public Hearing Meeting to order at 8:10 am. And welcomed Debby LeMasters from INDIV

II. Roll call was taken and quorum was present

Open Public Hearing: Craig Wagoner reported on the DCID Assessments. 2019 Total Assessed value \$ 60,451,780.00. Using the levy of \$ 0.402 per \$ 100.00 this will generate \$ 243,016.16 in revenue. The DCID 2018 Total Assessed value was \$ 61,460,330.00. DCID Budgeted \$ 240,000.00 for the CID Tax. There were no questions on the Assessments and the Levy. Public hearing is closed.

Motion: To set Levy at \$ 0.402 per \$ 100.00 of Assessed Value

Moved: Allen Kunkel Second: Ken Chumbley

Safety & Security: Officer Keith Wright mentioned things were going pretty good downtown. College Street area and by Grant viaduct has been cleaned out. There are complaints of smoking on Park Central West in front of Intrinsiq's breakroom. Ideas were to expand the area of no smoking which would require an ordinance change. Talking to the State Office employees to move to Patton behind Heers building for smoking or can they go to the breezeway. Part of the breezeway area is Heers property and part the State's property. Sarah and Barb will look at the area. CID will remove the black ash bucket on Park Central West and will attach an ash urn on Patton.

III. Motion: To approve August 14, 2019 Board meeting minutes

Moved: Jeff Schrag Second: Mary Lilly Smith

IV. Financial Reports: Craig reported on the August Financials. Invoices were mailed for Voluntary Contributions Sales tax down but up over budget for the year. Profit & Loss statement, Maintenance under budget, Parking over budget for labor, Safety & Security over budget since we had extra off duty patrols and also timing issue to be reimbursed from the City and money from the Library. Year to Date \$ 20,000 to the plus.

Motion: To approve August 2019 Financial Reports

Moved: Ken Chumbley Second: Paula Adams

**650 N. Boonville Update:** Stucco is done, drain in, sewer work, gas line & concrete. Drywall inside starting soon. Right on budget with the project. Craig talking to the bank about borrowing money or securing a line of credit. No borrowing of money would leave about \$40,000 in the hole. Securing a line of credit is not a loan, not borrow all of it and only when needed. Checking on interest rate.

Motion: To approve securing a line of credit for 650 N. Boonville

Moved: Jeff Schrag Second: Mary Lilly Smith

Safety & Security Committee: Shifts have been filled and going well. Craig asked about the City requiring port a potties for events in the square. The larger events provide them but the smaller groups do not have one and we have been receiving complaints of attendees going into all the businesses to use the restroom. Barb will contact PIO who issues the permits to let them know about the complaints we have received about no porta potties on thesquare.

Image Enhancement Committee: Paula reported the CID IE Committee had their first online sponsorship requests. Thanks to Charlie for providing the forms online. This time there were 4 requests to consider and lots to review. Next time hopefully only one or two requests. Pets & Pumpkins sponsored at \$2,000.00 and told next year to request at the \$1,000.00 level, First Friday Art Walk sponsored at \$1,000.00, Downtown Open sponsored at \$500.00, Christmas Parade sponsored at \$1,000.00. Total \$4,500.00.

CID Update: Included in packet

Other:

Meeting Adjourned: 9:00 am
Minutes submitted by: Barb Baker
Next CID Meeting: October 9, 2019

## DOWNTOWN SPRINGFIELD CID Balance Sheet

	Sep 30, 19
ASSETS	
Current Assets Checking/Savings 1000 · Current Assets	
1001 · Checking - Great Southern 1030 · Central Bank Acct	280,544.94 2,411.00
Total 1000 · Current Assets	282,955.94
Total Checking/Savings	282,955.94
Accounts Receivable Accounts Receivable 1005-05 · CID Property Taxes Receivable	19,750.00 3,856.62
Total Accounts Receivable	23,606.62
Total Current Assets	306,562.56
Fixed Assets Land 1080 · Boonville Building 1090 · Equipment	26,000.00 512,212.47
1095 · Accumulated Depreciation 1090 · Equipment - Other	(68,104.37) 125,830.31
Total 1090 · Equipment	57,725.94
Total Fixed Assets	595,938.41
TOTAL ASSETS	902,500.97
LIABILITIES & EQUITY Liabilities Current Liabilities Other Current Liabilities 2010 · IRA Payable	506.94
Total Other Current Liabilities	506.94
Total Current Liabilities	506.94
Long Term Liabilities 2100 · Central Bank Loan	307,752.09
Total Long Term Liabilities	307,752.09
Total Liabilities	308,259.03
Equity 3000-05 · Renewal Reserve (Bd Desig) 3000-06 · Investment in fixed assets 3000-20 · Maintenance Reserve 3000 · Fund Balance Net Income	12,000.00 72,016.94 12,154.00 510,456.52 (12,385.52)
Total Equity	594,241.94
TOTAL LIABILITIES & EQUITY	902,500.97

## DOWNTOWN SPRINGFIELD CID Profit & Loss Budget Performance

	Sep 19	Budget	Jul - Sep 19	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
4000 · Income	0.00	0.00	0.00	0.00	240,000.00
4001 · Gross Tax Assessments 4003 · Sales Tax	0.00	20,000.00	58,994.93	77,000.00	335,000.00
4004 · Extended Parking Pass Sales	200.00	200.00	600.00	575.00	2,400.00
4005 · Voluntary Contributions	0.00	0.00	34,319.00	34,000.00	34,000.00
4007 · Interest Income	738.92	70.00	889.58	190.00	1,000.00
4009 · Miscellaneous Income	0,00		0.00		0.00
Total 4000 · Income	938.92	20,270.00	94,803.51	111,765.00	612,400.00
Total Income	938.92	20,270.00	94,803.51	111,765.00	612,400.00
Gross Profit	938.92	20,270.00	94,803.51	111,765.00	612,400.00
Expense					
5100 · ADMINISTRATION					
5102 · Admin- Payroll		F 000 04	10 107 70	10 107 70	00 000 10
5102-02 · Salary	5,369.24	5,369.24	16,107.72	16,107.72	69,800.12
5102-04 · Health Insur 5102-06 · Retirement	0.00 161.08	161.08	0.00 483.24	483.24	2,094.04
5102-08 · Admin- Payroll Taxes	410.74	410.74	1,232.24	1,232.24	5,593.15
Total 5102 · Admin- Payroll	5,941.06	5,941.06	17,823.20	17,823.20	77,487.31
5103 · Miscellaneous - Admin	54.02	333.33	107.65	1,000.03	4,000.00
5105 · Professional Services	0.00	0.00	0.00	0.00	2,500.00
5108 · Renewal Reserve Expense	0.00	0.00	3,000.00	3,000.00	3,000.00
5110 · Admin- Insurance					
5102-12 · Admin- Work Comp	0.00	200.00	0.00	200.00	2,512.69
5210-30 · Insurance - Officer & Director	0.00	0.00	0.00	0.00	1,800.00
Total 5110 · Admin-Insurance	0.00	200.00	0.00	200.00	4,312.69
5111 · Collection Fee	0.00	10.00	9.71	25.00	3,000.00
5112 · Payroll Fee	121.06	183.33	361.04	550.03	2,200.00
5130 · Office Rent	1,060.00	0.00	3,180.00	0.00	0.00
5132 · Office Utilities	173.80	0.00	652.81	0.00	0.00
5134 · Office Phone	175.00 35.98	100.00 320.00	525.00 393.53	300.00 960.00	1,200.00
5136 · Office Suplies 5138 · Office Coples	189,26	166.67	506.36	499.97	4,000.00 2,000.00
5140 · Office Maintenance	0.00	0.00	0.00	0.00	0.00
5150 · Boonville Bldg Cost	0.00	0.00	3.77.20	0.00	****
5151-01 · Boonville Loan Payment	1,932.17	1,932.17	5,796.51	5,796.51	23,186.04
5151-02 · Boonville 2nd loan	0.00	2,000.00	0.00	6,057.96	24,057.96
5151-05 ⋅ Bldg Utilities	138.20	700.00	382.11	2,100.00	8,400.00
5151-06 · Bldg Trash	555.26	250.00	744.10	750.00	3,000.00
5151-07 · Bldg Alarm	766.95	70.00	876.85	210.00	840.00
5151-10 · Bldg Maintenance	70.00	500.00	687.51	1,500.00	6,000.00
5150 · Boonville Bldg Cost - Other Total 5150 · Boonville Bldg Cost	3,462.58	5,452.17	0.00 8,487.08	0.00 16,414.47	65,484.00
Total 5100 · ADMINISTRATION	11,212.76	12,706.56	35,046.38	40,772.70	169,184.00
	11,212.70	12,700.00	00,010.00	10,172.70	100,101.00
5200 · Image Enhancement 5210 · Advertising					
Marketing & Communications	0.00	0.00	0.00	0.00	0.00
5210-05 · Advertising	0.00	0.00	0.00	0.00	0.00
5210-10 · Downtown Guide - Image Enhanc	0.00	0.00	115.00	0.00	7,000.00
5210.3 · Grant Advertising	0.00	0.00	0.00	0.00	0.00
Total 5210 · Advertising	0.00	0.00	115.00	0.00	7,000.00
5220 · Communications					
5220-15 · Website	0.00	250.00	100.00	250.00	500.00
5220-20 · Map	0.00		40.89		
Total 5220 · Communications	0.00	250.00	140.89	250.00	500.00
	0.00	200.00	140.00	200.00	300.00
5230 · Events	2 000 70	0.000.00	9 000 70	4.000.00	40 500 00
5230-05 · Event - Sponsorships	3,629.70	2,000.00	3,629.70	4,000.00	12,500.00
5230-25 · Square Programming	41.00	530.00	123.00	720.00	3,560.00
Total 5230 · Events	3,670.70	2,530.00	3,752.70	4,720.00	16,060.00

## DOWNTOWN SPRINGFIELD CID Profit & Loss Budget Performance

	Sep 19	Budget	Jul - Sep 19	YTD Budget	Annual Budget
5240 · Visual Improvements					
5240-05 · Utilities	105.10	120.00	319.04	360,00	1,440.00
5240-10 · Trash Receptacles	0.00	0.00	0.00	0.00	0.00
5240-13 · Flowers 5240-15 · Banners	0.00	0.00 1,000.00	0.00 85.87	0.00 1,000.00	10,000.00 6,000.00
5240-20 · Decorations	0.00	1,000.00	0.00	1,000.00	20,000.00
5240.25 · IE Projects	0.00	0.00	0.00	0.00	30,000.00
5240 · Visual Improvements - Other	0.00		0.00		7.000 <b>1</b> .00 - 7.00 - 2.00
Total 5240 · Visual Improvements	105.10	2,120.00	404.91	2,360.00	67,440.00
Total 5200 · Image Enhancement	3,775.80	4,900.00	4,413.50	7,330.00	91,000.00
6100 · MAINTENANCE					
6101 · Equipment - Maintenance Repair	0.00	0.00	1,067.85	0.00	0.00
6103 · Equipment Purchase	0.00	0.00	0.00	0.00	13,000.00
6104 · Utilities- Maintenance	225.25 217.22	166.66 250.00	684.89 645.12	500.06 750.00	2,000.00 3,000.00
6105 · Phone/pager - Maintenance 6106 · Powerwashing - Maintenance	0.00	400.00	387.64	1,300.00	4,000.00
6107 · Supplies - Maintenance	172.73	500.00	353,88	1,500.00	6,000.00
6108 · Trash Receptacles	146.00	2,000.00	146.00	2,000.00	4,000.00
6110 · Clothes/Uniforms - Maintenance	0.00	0.00	116.81	0.00	0.00
6114 · Maintenance Misc	0.00	0,00	240.00	0.00	0.00
6115 · Vehicle (Rental & Gas) 6120-00 · Personnel	429.88	590.00	1,187.77	1,690.00	7,000.00
6120-05 · Salaries - Maintenance	8,009.03	12,000.00	25,590.81	36,000.00	144,000.00
6120-10 · Payroll Taxes - Maintenance	612.70	1,231.92	2,061.89	3,695.72	14,783.00
6120-12 · Main- Health Insur	0.00	0.00	0.00	0.00	0.00
6120-14 · Main Retirement	92,39	96.67	286.28	296.00	1,217.00
Total 6120-00 · Personnel	8,714.12	13,328.59	27,938.98	39,991.72	160,000.00
6150 · Insurance	2.22	F00.00			
6150-05 · Insurance - Maintenance- Work C 6150-07 · Maint- General Liability	0.00 826.00	500.00 1,000.00	0.00 2,478.00	1,500.00 3,000.00	6,000.00 12,000.00
Total 6150 · Insurance	826.00	1,500.00	2,478.00	4,500.00	18,000.00
Total 6100 · MAINTENANCE	10,731.20	18,735.25	35,246.94	52,231.78	217,000.00
7100 · PARKING					
7106 · Car Expense	0.00	166.67	119.00	499.97	2,000.00
7107 · Supplies - Parking	0.00	37.50	0.00	112.50	450.00
7108 · Clothes/Uniforms- Parking 7120 · Personnel	0.00	0.00	0.00	0.00	0.00
7120-05 · Salaries - Parking	2,240.47	2,800.00	7,323.01	7,200.00	33,460.00
7120-10 · Payroll Taxes - Parking	171.39	210.00	560.20	570.00	2,540.00
7120-15 · Parking Health Insur	0.00	0.00	0.00	0.00	0.00
7120-17 · Parking- Retirement	0.00		0.00	***	
Total 7120 · Personnel	2,411.86	3,010.00	7,883.21	7,770.00	36,000.00
Total 7100 · PARKING	2,411.86	3,214.17	8,002.21	8,382.47	38,450.00
8100 · SAFETY AND SECURITY					
8102-08 · Equipment Purchase	0.00	0.00	0.00	0.00	0.00
8110 · Off Duty Police Patrols 8101-02 · Safety Work Comp	0.00	1,000.00	0.00	3,000.00	12,000.00
8101-02 · Safety Work Comp	15,610.00	16,000.00	49,910.00	43,000.00	176,000.00
8101-05 · Library Police Reimbursement	(4,622.00)	(4,700.00)	(9,244.00)	(9,200.00)	(28,000.00)
8101-06 · City Police Reimburesement	(7,494.37)	0.00	(15,242.50)	0.00	(21,000.00)
8101-07 · Other Reimbursement	(943.50)	0.00	(943.50)	0.00	0.00
8101-09 · Saftey Misc	0.00	0.00	0.00	0.00	0.00
Total 8110 · Off Duty Police Patrols	2,550.13	12,300.00	24,480.00	36,800.00	139,000.00
8100 · SAFETY AND SECURITY - Other	0.00	0.00	0.00	0.00	0.00
Total 8100 · SAFETY AND SECURITY	2,550.13	12,300.00	24,480.00	36,800.00	139,000.00
Total Expense	30,681.75	51,855.98	107,189.03	145,516.95	654,634.00
Net Ordinary Income	(29,742.83)	(31,585.98)	(12,385.52)	(33,751.95)	(42,234.00)
Net Income	(29,742.83)	(31,585.98)	(12,385.52)	(33,751.95)	(42,234.00)
	^ /				

	2019-2020	\$39,034.69	\$ 25,487.90																							
	2018-2019	45,096.34	\$ 20,090.70		\$ 28,168.48					\$ 43,816.26	\$350,017.12															
	2017-2018	38,568.48	17 621 17	41,854.06	26,154.23	28,984.26				46,304.49	m															
	2016-17	-	9 248 40 \$	22,229.71 \$	15,219.65 \$	-	- 01	30,517.16 \$	0.1		262,375.66 \$															
-	2015-16	1	7 086 67 \$		13,246.12 \$	7,866.07 \$	21,614.61		6,120.24		14,009.09															
Receipts	2014-15	-	14,926.42 \$		15,342.13 \$		-	-		-33	\$ 158,199.39															
Sales Tax Receipts	2013-14	17,623.50	\$ 9,643.39 \$	15,509.21	\$ 10,673.66 \$		13,712.19	10,094.59	10,088.77		\$138,235.45															
Springfield CID	2012-13	17,357.45	\$ 9,030.51 \$	17,085.73	11,845.70	6,925.01	16,627.85	10,849.12	5,384.33		\$136,702.77															
드	2011-12	16,820.47	\$ 11,771.80	16,736.57		6,453.38	15,466.81	9,977.01	4,598.74		\$135,835.96		nt	, F	ary 2018											
Downtow	2010-11	13,354.57	\$ 9,429.97	14,707.13	\$ 11,208.69	6,667.74	9,219.54	11,091.29	7,420.05	14,041.79	\$123,230.94		l cent to 1/2 ce		es tax for Februa											
	2009-10	13,966.57	9,171.14	15,236.81	11,083.75	5,031.00	12,081.69	10,540.42	6,413.31	12,317.34	\$118,448.65		eased from 1/4		es \$ 4,500.00 sal											
	2008-09	-	8,811.39 \$	-			250	-		-	\$122,266.50		es tax was incr		x amount includ											
	2007-08	8,453.72	7,924.08 \$	12,624.26	10,951.74	8,054.33	15,554.87	11,104.46	2,767.59	17,943.11	\$112,837.46		January 2017 sales tax was increased from 1/4 cent to 1/2 cent		April 2018 sales tax amount includes \$ 4,500.00 sales tax for February 2018											
	Month		Sept 5		Dec \$		Feb \$				Total		면		Ā											

### **SEPTEMBER 2019 Downtown Springfield CID Parking Report**

There were 145 total tickets written for September 2019, of those 32 were voided. There were 132 total tickets written for September 2018, of these 18 were voided. Not much to report this month. Ticket volume is a little higher this year compared to last year but given the time of year it could have been a lot worse.

There continues to be more compliance than usual for this time of year. I gave a lot of verbal and written warnings this month as folks get used to the new school year. The Jefferson corridor requires frequent attention but this is really due to increased traffic and not compliance.

There is now a one way street sign in front of Yoselin's on Jefferson alerting those leaving the Vue on Walnut that Jefferson Avenue has one way traffic. I haven't looked at the other side closely again but I am wondering if private signage/markings might help with the wrong way on one way problem as well. Yoselin's has reported this to be a significant problem at night and on the weekends. They suggested making it where individuals could only exit into left lane. I will continue to speak with them and watch the area as we resolve this issue.

The North Boonville area seems to be transitioning well to increased enforcement in this Fall semester. In October I will continue to monitor the North Boonville area on Tuesdays and Thursdays and keep a close eye on the Jefferson and Campbell areas.

Respectfully yours,

Krista Louderback Downtown Springfield CID Parking Ambassador

SEPTEMBER SEPTEMBER A 2018   2.08   2.08   2.018   2	DOWNTON	DOWNTOWN SPRINGFIELD CID	FIELD CID				
TICKETS ISSUED TO BOONVILLE WEST) TO BOONVILLE EAST) THE POWN FIEL FIEL FIEL FIEL FIEL FIEL FIEL FIEL	PAF	PARKING REPORT	ORT				
TICKETS ISSUED TO RECONVILLE WEST) T S (BOONVILLE EAST) T A POW) FIEL FIEL FIEL FIEL FIEL FIEL FIEL FIEL							
TICKETS ISSUED TO T	UGUST JULY	JULY	JUNE				
12 (BOONVILLE MEST) 9 17 17 17 17 17 17 17 17 17 17 17 17 17	1 1	2019	2019*			3	
13 (BODWNILLE EAST) • 177  14 (PCW) 5 ELL 5 19  ELL 15 17  IEL 17  IT 17  INS 1850N 2	13	0					
14 (PCW) 5 EELL 5 8SON 17 17 17 17 17 17 17 17 18 18 18 18 18 18 18 18 18 18		0	9				
SSON 19 17 17 17 17 17 17 17 17 17 17 17 17 17	1 2	2					
SSON 19 TT 17 TT 17 TI 1	4		15				
IEL 17 12 12 12 13 14 15 18 18 18 18 18 18 18 18 18 18 18 18 18	24 15	15					
12 12 17 17 17 17 17 17 17 17 17 17 17 17 17	2	6	14				
ING 17 17 17 17 17 17 17 17 17 17 17 17 17		31 16					
ING 1	11 16		13				
ING 1		3					
N	0		o,				
	0 0	0 0	0				
OTHER 10 22	9	3 8	-11				
TOTAL ISSUED 113 114	79 81	1 81					
VOIDED 32 18	14 10	10	23				
TOTAL ISSUED & VOIDED 145 132	93 91						
*Lots 9 & 10 have been renamed to Lots 2 & 3							

## CID Work Plan 2019

Protection   Color	Maintenance Plan 2019	September	October	November	Comments
Jess	Priorities				
yes	Cleaning	daily	daily	daily	
yes         yes         yes           laintenance Activities         on-going         on-going         on-going           aintenance Activities         daily         yes         yes <td>Snow Removal</td> <td></td> <td></td> <td></td> <td></td>	Snow Removal				
September   Sept	Powerwashing	yes	yes	yes	List is in office
Intenance Activities         on-going         on-going           Intenance Activities         daily         daily         daily           ced         as needed         as needed         as needed           ced         as needed         as needed         as needed           d         as needed         as needed         as needed           ooy         yes         yes         yes           sing Plan 2019         September         October         November           ment         yes         yes         yes           sedor         in packet         40 hours per week         40 hours per week           port         in packet         in packet         in packet           parking         on-going         on-going         on-going           pster permit requests         as requested         as requested	Spray Weeds	yes			
daily as needed as n	Graffiti Removal	on-going	on-going	on-going	graffiti reports & pictures sent to police
daily         daily         daily           liced         as needed         as needed           ad         as needed         as needed           ad         as needed         as needed           bd         as needed         as needed           ctory         yes         yes           ctory         yes         yes           ctory         yes         yes           stion (Signs         yes         yes           stion (Signs         40 hours per week         40 hours per week           eport         in packet         in packet           parking         on-going         on-going           asses as needed         as requested         as requested           psier permit requests         as requested         as requested	On-Going Maintenance Activities				
viced         as needed         as needed           ed         as needed         as needed           bd         as needed         as needed           boy         yes         yes           cing Plan 2019         September         October         November           seador         yes         yes           stion /Signs         yes         yes           stoon /Signs         40 hours per week         40 hours per week         40 hours per week           ety Activities         on-going         on-going         on-going           sparking         as requested         as requested         as requested           sparking         as requested         as requested         as requested	Trash pick-up	daily	daily	daily	
as needed as nee	Truck Serviced	as needed	as needed	as needed	
yes	Equipment Serviced	as needed	as needed	as needed	
yes yes yes yes yes as requested as requested as requested as requested as requested as requested yes yes yes in packet in pac	Supplies Ordered	as needed	as needed	as needed	
19     September     October     November       yes     yes     yes       yes     yes     yes       tip packet     40 hours per week     40 hours per week       in packet     in packet     in packet       on-going     on-going     on-going       1 parking pass     as requested     as requested       lests     as requested     as requested	Quarterly Inventory				on file in office
Plan 2019     September     November       It     yes     yes       Signs     yes     yes       Activities     40 hours per week     40 hours per week       or     in packet     in packet       in backet     in packet     in packet       in backet     in packet     in packet       s business owners in sing     on-going     on-going       s as needed     1 parking pass     as requested       r permit requests     as requested     as requested	Coordinate Streetscape Projects	yes	yes	yes	coordinate street closures with new construction
Signs  Activities	Parking Plan 2019	September	October	November	Comments
Signs  Activities	Priorities				
Activities  Activities  or  In packet  A to hours per week  In packet  In packet	Parking Enforcement	yes	yes	yes	CID staff
Activities  or 40 hours per week 40 hours per week in packet in pa	Parking Information /Signs				sign issues reported to Public Works
Activities  Activities  40 hours per week  5 business owners in  an-going  1 parking pass  1 parking pass  2 as requested  3 as requested  3 as requested  3 as requested  40 hours per week  40 hours per week  40 hours per week  5 hours per week  6 hours per week  7 hours per week  8 hours per week  1 packet  1 packet  1 packet  2 as requested  3 as requested	Wayfinding				
& business owners in packet     40 hours per week     40 hours per week       & business owners in in packet     in packet     in packet       ing     on-going     on-going       s as needed     1 parking pass     as requested       r permit requests     as requested     as requested       r permit requests     as requested	On-Going Parking Activities				
& business owners in ing     in packet     in packet       ding     on-going     on-going       s as needed     1 parking pass     on-going       r permit requests     as requested     as requested	1 parking ambassador	40 hours per week	40 hours per week	40 hours per week	Weekly hours increased due to expansion area
on-going on-going on-going  1 parking pass as requested as requested	Monthly ticket report	in packet	in packet	in packet	
1 parking pass as requested as requested	Inform CID property & business owners in CID of available parking	on-going	on-going	on-going	
as requested as requested	Issue parking passes as needed	1 parking pass			
	Coordinate dumpster permit requests	as requested	as requested	as requested	Looking at community dumpster on Patton, recycling

# CID Work Plan 2019

Image Enhancement Plan	September	October	November	Comments
Priorities				
Plantings				
Trashcans				
Banners	on-going	on-going	on-going	
Website	on-going	on-going	guiog-no	
Ash urns	1 placed in Patton & PCW			
On-Going IE Activities				
Administrative Support	yes	yes	yes	
Budget tracking	yes	yes	yes	
RFP Information Gathering				
Bringing of suggestions				
All activities as assigned	yes	yes	yes	
Administration Plan 2019	September	October	November	Comments
Agenda Distribution	yes	yes	yes	
Minutes	yes	yes	yes	
Bid Coordination				
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	as needed	as needed	as needed	
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				Invoices sent in August
Coordinating with City services	yes	yes	yes	street sweeping, emptying of trashcans, square
Management as needed to carryout committee/board decisions	yes	yes	yes	



## Happenings in our CID

	October 4, 2019
	Officers
Tonik Sweetwater Saloon has opened at 310 S. Campbell	Chris Ball
Tonik's Sweetwater Yoga Studio has opened at 310 S. Campbell	Chairman  Dick Scott  Secretary
"Before My Time" Antiques & Uniques has opened at 409 N. Boonville	Mary Lilly Smith  City Liaison
October 4th Pop Up Traffic Calming at South & Pershing 6:00 pm—8:00 pm	Craig Wagoner Treasurer
October 4th First Friday 6:00 pm	
October 4th First Firkin Friday @ Mother's 6:00 pm	Board of Directors
October 5th Downtown Open 12:00 noon	Paula Adams
October 5th Backyard Vibes @Mother's 6:00 pm	Michelle Billionis Chris Ball
October 10th SGF Blues Day (Stanley Cup in Springfield) downtown 7:00 pm - 11:00 pm	Rev. Ken Chumbley Allen Kunkel
October 10th,17th,24th Thirst-Day @ Mother's 6:00 pm	Dylan Rauhoff
October 11th Partico Music @ Mother's 6:00 pm	Doug Roller
October 12th Pridefest in the Square noon-11:00 pm	Charlie Rosenbury  Jeff Schrag
October 19th Pets n Pumpkins in the Square noon-5:30 pm	Dick Scott
October 19th Fish & Sips @Mother's 1:00 pm	Mary Lilly Smith
October 26th Stand Up Speak Out in the Square 4:00-7:00 pm	Bart Tacke Craig Wagoner Andrew Wells
October 26h Halloween PubCrawl 9:00 pm	Bruce Adib-Yazdi

September 2019 Sales Tax September 2018 Sales Tax

\$ 25,487.90 \$ 20,090.70 Barb Baker CID Manager