



**Board of Directors Meeting
Minutes
10:00am, January 9th, 2019
Drury Extension on C-Street
233 E. Commercial St.**

**Commercial Street Community
Improvement District**

Board Members Present [Attendance/Meetings]:

Gregg Johnson (President) (Non-Profit) [5/7]
Lyle Foster (Vice-President) (Property Owner/Business Owner) [7/7]
Andy Walls (Sec./Treas.) (Registered Voter/Property Owner/Business Owner) [7/7]
Mary Collette (Property Owner/Business Owner) [7/7]

Absent:

Robin Gilmore (Property Owner/Business Owner) [4/7]

City of Springfield Representative: Matt Schaefer (not present)

I. Call to Order

President, Gregg Johnson, called the Commercial Street Community Improvement District Meeting to order at 10:05 am.

II. Review and Approval of Previous Minutes

Review of minutes of December board meeting as presented by Andy Walls.

Amend minutes to include Molly Brown as a member of the Nominating Committee.

Motion: Amend and approve minutes from December monthly meeting.
Moved: Mary Collette
Second: Lyle Foster
Approved

III. Financial Report

Jamie Evans presents Financial Report from December.
Revenues for December totaled \$4,480.71

Motion: Approve December financial report.
Moved: Mary Collette
Second: Lyle Foster
Approved

IV. Old Business

a. CID Petition Renewal

- i. Signatures have exceeded the requirement. Gregg will look at current seats. Current board members will submit applications to the nominating committee for consideration. Will need to have applications in before

January 31 so slate of board members can be created for submission with petition.

b. Board Seat Vacancy | Nominating Committee

- i. Slate of board members will be determined by Nominating committee for submission with new petition.

c. Advertising Committee

- i. Ryan presents information on digital marketing campaign.
- ii. Mary and Ryan discuss the reprinting of the kiosk maps.

Motion: Budget up to \$350 for Wake Creative to update kiosk maps.
Moved: Mary Collette
Second: Lyle Foster
Approved

- iii. Discussion of halting advertising dollars that are not committed.

Motion: Halt advertising expenditures; finish existing commitments, with new plan to be formed with input from focus groups taken into consideration.

Moved: Mary Collette
Second: Andy Walls
Approved

- iv. TV interview – Fox News wants to do a 6 minute interview to talk about the CID over the past 10 years and goals with the renewal. Mary will put Gregg in touch with them for scheduling.
- v. St. Pat's Parade information and discussion of plans for advertising and activities on the 17th when the parade.

V. New Business

- a. No new topics.

VI. Public Comment

- a. Longitude will be giving a short marketing presentation after the meeting.

VII. Next Meeting

Wednesday, February 13th, 10:00 AM
at Drury on C-Street – 233 E. Commercial

VIII. Adjourn

Motion to adjourn meeting.

Moved: Mary Collette
Second: Lyle Foster

Approved

Gregg adjourns meeting at 11:05 am



Commercial Street Community Improvement District

**Board of Directors Meeting
Minutes
10:00am, February 13th,
2019
Drury Extension on C-Street
233 E. Commercial St.**

Board Members Present [Attendance/Meetings]:

Lyle Foster (Vice-President) (Property Owner/Business Owner) [8/8]
Andy Walls (Sec./Treas.) (Registered Voter/Property Owner/Business Owner) [8/8]
Robin Gilmore (Property Owner/Business Owner) [5/8]

Absent:

Gregg Johnson (President) (Non-Profit) [5/8]
Mary Collette (Property Owner/Business Owner) [7/8]

City of Springfield Representative: Matt Schaefer (not present)

I. Call to Order

Vice President, Lyle Foster, called the Commercial Street Community Improvement District Meeting to order at 10:10 am.

II. Review and Approval of Previous Minutes

Review of minutes of January board meeting as presented by Andy Walls.

Motion: Amend and approve minutes from January monthly meeting.
Moved: Robin Gilmore
Second: Andy Walls
Approved

III. Financial Report

Jamie Evans presents Financial Report from January.
Revenues for January totaled \$3,976.22

Motion: Approve expenditure for renewing membership with the CVB Sports Commission, pending approval by the Advertising Committee.

Moved: Andy Walls
Second: Robin Gilmore
Approved

Motion: Approve January financial report.
Moved: Robin Gilmore
Second: Andy Walls
Approved

IV. Old Business

a. Nominating Committee Report

- i. Nominating Committee presents slate of board members for new petition. For the seats expiring on 6/30/2021: Molly Brown, Ryan Dock, Mary Collette, and Robin Gilmore. For the seats expiring on 6/30/2023: Lyle Foster, Andrew Walls, and Justin Skinner.

Motion: To approve submission of slate of board members as presented by the nominating committee.

Moved: Andy Walls

Second: Robin Gilmore

Approved

b. CID Petition Renewal

- i. The petition is ready to be submitted to City Council now that we have the board nominations.

c. Advertising Committee

- i. Discussion of Valentine’s advertising efforts and going into March.
- ii. Lyle shares a report of findings from the Focus Group meetings. Discussion on results.
- iii. Ryan presents the new kiosk maps.

Motion: Approve additional budget of up to \$400 for a couple more focus group meetings

Moved: Andy Walls

Second: Robin Gilmore

Approved

V. New Business

- a. Discussion about adding trashcans and doggie bag dispensers for pet owners to pick up pet waste along Frisco Lane.

VI. Public Comment

- a. Discussion of bus tours and how to get more of them to include our district in their destinations.

VII. Next Meeting

Wednesday, March 13th, 10:00 AM
at Drury on C-Street – 233 E. Commercial

VIII. Adjourn

Motion to adjourn meeting.

Moved: Andy Walls
Second: Robin Gilmore
Approved
Lyle adjourns meeting at 11:18 am



**Board of Directors Meeting
Minutes
10:00am, March 13th, 2019
Drury Extension on C-Street
233 E. Commercial St.**

**Commercial Street Community
Improvement District**

Board Members Present [Attendance/Meetings]:

Gregg Johnson (President) (Non-Profit) [6/9]
Andy Walls (Sec./Treas.) (Registered Voter/Property Owner/Business Owner) [9/9]
Mary Collette (Property Owner/Business Owner) [8/9]
Robin Gilmore (Property Owner/Business Owner) [6/9]

Absent:

Lyle Foster (Vice-President) (Property Owner/Business Owner) [8/9]

City of Springfield Representative: Matt Schaefer (not present)

I. Call to Order

President, Gregg Johnson, called the Commercial Street Community Improvement District Meeting to order at 10:05 am.

II. Special Presentation by City of Springfield Public Works

a. Upcoming election item: ¼-cent Capital Improvement Sales Tax

III. Review and Approval of Previous Minutes

Review of minutes of February board meeting as presented by Andy Walls.

Motion: Amend and approve minutes from January monthly meeting.
Moved: Andy Walls
Second: Robin Gilmore
Approved

IV. Financial Report

Jamie Evans presents Financial Report from February.
Revenues for February totaled \$7,376.30
All advertising expenditures are complete as of now until the new budget is

Motion: Approve February financial report.
Moved: Mary Collette
Second: Robin Gilmore
Approved

V. Old Business

a. CID Petition Renewal

- i. City staff has the petition. It is waiting for presentation to City Council. City Clerk is about a month behind, then City Council will take two readings, so another month. Once the petition is instated, the new board will call for the election with the County Clerk's office, which takes 11 to 12 weeks. Once they do so, the election will be established with the State. The delay in funding will most likely last around 9 months, beginning on January 1, 2020.

Motion: To have Mary Collette draft a letter to City Council requesting support similar to the staffing and support provided to the Downtown CID by the City.

Moved: Mary Collette

Second: Andy Walls

Approved

b. Advertising Committee

- i. Discussion of advertising committee and ideas for new budget and goals.

c. Ice Melt

- i. Establishing a regular day/time each month for people to pick up ice melt for free. Plus, have a few people volunteer to keep extra on hand for their neighbors in case of last minute requests.

VI. New Business

a. Landmarks Board Workgroup to Update Design Guidelines

- i. Upcoming meetings to address design issues for the historic district.

b. Chamber of Commerce Membership

- i. Renewal will need to wait until we make sure we get through the renewal process for the CID.

c. Trash Cans

- i. Someone asked about adding a trash can with doggie waste-bag dispenser near the "Do Good" open area.

VII. Public Comment

- a. No additional comments from the public.

VIII. Next Meeting

Wednesday, April 10th, 10:00 AM
at Drury on C-Street – 233 E. Commercial

IX. Adjourn

Motion to adjourn meeting.

Gregg adjourns meeting at 11:22 am



Board of Directors Meeting Minutes

5:15pm, March 22nd, 2019

Drury Extension on C-Street

233 E. Commercial St.

Commercial Street Community Improvement District

Board Members Present [Attendance/Meetings]:

Lyle Foster (Vice-President) (Property Owner/Business Owner) [9/10]

Andy Walls (Sec./Treas.) (Registered Voter/Property Owner/Business Owner) [10/10]

Mary Collette (Property Owner/Business Owner) [9/10]

Molly Brown (Business Owner)

Absent:

Gregg Johnson (President) (Non-Profit) [6/10]

Robin Gilmore (Property Owner/Business Owner) [6/10]

City of Springfield Representative: Matt Schaefer (not present)

I. Call to Order

Vice-President, Lyle Foster, called the Commercial Street Community Improvement District Meeting to order at 5:35 pm.

II. District Business

a. Advertising Committee Budget

- i. Discussion on advertising committee budget and plans. Planning toward the future and funneling all advertising ideas through the committee before presentation at CID board meetings.
- ii. Standing advertising committee meeting on Thursday immediately following the monthly CID meeting at 9am at Van Gogh's every month.
- iii. Discussion of the advertising committee meeting to discuss and decide on the details of advertising decisions and expenditures.

Motion: Underwrite Springfield Documentary with \$5,000 sponsorship.

Moved: Mary Collette

Second: Andy Walls

Approved

Motion: Establish up to \$500 for Joplin magazine full page ad.

Moved: Mary Collette

Second: Molly Brown

Approved

- iv. Discussion of self-guided district walking tours and way-finding issues in the district.

III. Next Meeting

Wednesday, April 10th, 10:00 AM

at Drury on C-Street – 233 E. Commercial

IV. **Adjourn**

Motion to adjourn meeting.

Lyle adjourns meeting at 6:19 pm



**Board of Directors Meeting
Minutes
10:00am, April 10th, 2019
Drury Extension on C-Street
233 E. Commercial St.**

**Commercial Street Community
Improvement District**

Board Members Present [Attendance/Meetings]:

Gregg Johnson (President) (Non-Profit) [7/10]
Lyle Foster (Vice-President) (Property Owner/Business Owner) [9/10]
Andy Walls (Sec./Treas.) (Registered Voter/Property Owner/Business Owner) [10/10]
Mary Collette (Property Owner/Business Owner) [9/10]
Robin Gilmore (Property Owner/Business Owner) [7/10]
Molly Brown (Business Owner) [2/2]

City of Springfield Representative: Matt Schaefer (not present)

I. Call to Order

President, Gregg Johnson, called the Commercial Street Community Improvement District Meeting to order at 10:04 am.

II. Financial Report

Jamie Evans presents Financial Report from March.
Revenues for March totaled \$3,016.41

Motion: Approve March financial report.

Moved: Mary Collette

Second: Molly Brown

Approved

Motion: Wait until after renewal of petition to renew Chamber of Commerce membership.

Moved: Mary Collette

Second: Robin Gilmore

Approved (For: Mary, Robin, Molly, Andy; Opposed: Lyle)

III. New Business

a. Financial Planning 2019-2020 Annual Budget

i. Jamie will put together a tentative budget for review based on previous budget and actual expenditures over the past fiscal year.

IV. Review and Approval of Previous Minutes

Review of minutes of March board meetings as presented by Andy Walls.

Motion: Approve minutes from March 13th board meeting.

Moved: Robin Gilmore
Second: Mary Collette
Approved (Abstain: Lyle)

Motion: Approve minutes from March 22nd board meeting.
Moved: Molly Brown
Second: Robin Gilmore
Approved

V. Old Business

a. CID Petition Renewal

- i. City has rejected several pages of the petition due to unclear requirements on spouse signatures. Mary met with city staff to work out a solution to allow the acceptance of the signature pages. Mary requested the city appoint a staff person to serve on the board of directors to help prevent issues like this in the future.

b. Advertising Committee

- i. Mary shares the full page ad created by the advertising committee.
- ii. Mary has additional trash can and doggie bag stations to be added to the district.
- iii. Ryan shares the updated district maps.

VI. Public Comment

- a. Commercial Club presented \$50,000 check to the City of Springfield meeting the community contribution portion of the restoration of the Jefferson Avenue Footbridge.
- b. Mary shares information from the meeting with Great River Engineering concerning the Jefferson Avenue Footbridge restoration. City has announced that they intend to break ground by the end of the year.

VII. Next Meeting

Wednesday, May 8th, 10:00 AM
at Drury on C-Street – 233 E. Commercial

VIII. Adjourn

Motion to adjourn meeting.

Moved: Mary Collette
Gregg adjourns meeting at 10:37 am



**Board of Directors Meeting
Minutes
10:00am, May 8th, 2019
Drury Extension on C-Street
233 E. Commercial St.**

**Commercial Street Community
Improvement District**

Board Members Present [Attendance/Meetings]:

Lyle Foster (Vice-President) (Property Owner/Business Owner) [10/11]
Andy Walls (Sec./Treas.) (Registered Voter/Property Owner/Business Owner) [11/11]
Mary Collette (Property Owner/Business Owner) [10/11]
Robin Gilmore (Property Owner/Business Owner) [8/11]

Absent:

Gregg Johnson (President) (Non-Profit) [7/11]
Molly Brown (Business Owner) [2/3]

City of Springfield Representative: Matt Schaefer (not present)

I. Call to Order

Vice-President, Lyle Foster, called the Commercial Street Community Improvement District Meeting to order at 10:08 am.

II. Old Business

a. CID Petition Renewal

- i. City Council meeting on Monday, May 20th. City sent out a certified letter to all the property owners in the district concerning the meeting.
- ii. Mary shared a draft of the letter to City Council requesting for more active city participation with our Community Improvement District.

Motion: Revise letter and have Gregg submit to City Council
Moved: Mary Collette
Second: Robin Gilmore
Approved

b. Advertising Committee

- i. Mary shares latest advertising effort in Joplin Magazine, "J mag". Continues with information on other advertising efforts including radio and updated district maps for the kiosks

III. Review and Approval of Previous Minutes

Review of minutes of April board meetings as presented by Andy Walls.

Motion: Approve minutes from April 10th board meeting.
Moved: Mary Collette
Second: Robin Gilmore

Approved

IV. Financial Report

Jamie Evans presents Financial Report from April.
Revenues for April totaled \$2,701.56

Motion: Approve April financial report.

Moved: Mary Collette

Second: Robin Gilmore

Approved

V. New Business

a. 2019-2020 Annual Budget

- i. Discussion about the proposed budget. We are expecting the soonest tax revenues can be restored will be February of 2020, so our budget will have to show zero until February of 2020.

Motion: Move \$4,000 from other expenses to holiday decorations

Moved: Mary Collette

Second: Robin Gilmore

Approved

Motion: Approve amended budget for submission to the City

Moved: Mary Collette

Second: Robin Gilmore

Approved

b. 2018-2019 Annual Report

- i. No discussion.

VI. Public Comment

- a. Mary shares information on the upcoming public works projects that are expected to start along Blaine.
- b. Mary shares information concerning the footbridge renovation plans from the city meeting and the proposed concept drawings.
- c. Discussion of issues concerning upcoming city projects that will affect traffic flow in our area.

VII. Next Meeting

Wednesday, June 12th, 10:00 AM
at Drury on C-Street – 233 E. Commercial

VIII. Adjourn

Motion to adjourn meeting.

Moved: Mary Collette

Lyle adjourns meeting at 11:03 am



**Board of Directors Meeting
Minutes
9:30am, June 4th, 2019
Big Momma's
217 E. Commercial St.**

**Commercial Street Community
Improvement District**

Board Members Present [Attendance/Meetings]:

Gregg Johnson (President) (Non-Profit) [8/12]
Lyle Foster (Vice-President) (Property Owner/Business Owner) [11/12]
Andy Walls (Sec./Treas.) (Registered Voter/Property Owner/Business Owner) [12/12]
Mary Collette (Property Owner/Business Owner) [11/12]
Robin Gilmore (Property Owner/Business Owner) [9/12]
Molly Brown (Business Owner) [3/4]
Ryan Dock (Property Owner/Business Owner) [1/1]
Justin Skinner (Property Owner/Business Owner) [1/1]

City of Springfield Representative: Matt Schaefer (not present)

I. Call to Order

Outgoing-President, Gregg Johnson, called the Commercial Street Community Improvement District Meeting to order at 9:30am. Turns chair over to Vice-President, Lyle Foster.

II. New Business

a. Officer Elections

i. Will hold for public meeting next week.

b. Call for Public Election to Approve CID District Tax

i. Mary shares document explaining the tax renewal process as well as the updated language to be submitted to the County Clerk for the ballot.

Motion: Approve the resolution/notice of election for the CID tax renewal.

Moved: Ryan Dock

Second: Robin Gilmore

Approved (Absent: Justin)

ii. Mary will meet with Matt Schaefer and meet with County Clerk to begin process to renewing the district CID tax.

III. Next Meeting

Wednesday, June 12th, 10:00 AM
at Drury on C-Street – 233 E. Commercial

IV. Adjourn

Motion to adjourn meeting.

Moved: Molly Brown
Lyle adjourns meeting at 9:42 am



**Board of Directors Meeting
Minutes
10:00am, June 12th, 2019
Drury Extension on C-Street
233 E. Commercial St.**

**Commercial Street Community
Improvement District**

Board Members Present [Attendance/Meetings]:

Lyle Foster (Vice-President) (Property Owner/Business Owner) [12/13]
Andy Walls (Sec./Treas.) (Registered Voter/Property Owner/Business Owner) [13/13]
Mary Collette (Property Owner/Business Owner) [12/13]
Robin Gilmore (Property Owner/Business Owner) [10/13]
Ryan Dock (Property Owner/Business Owner) [2/2]
Justin Skinner (Property Owner/Business Owner) [2/2]

Absent:

Molly Brown (Business Owner) [3/5]

City of Springfield Representative: Matt Schaefer (not present)

I. Call to Order

Vice-President, Lyle Foster, called the Commercial Street Community Improvement District Meeting to order at 10:01am.

II. Review and Approval of Previous Minutes

Review of minutes of previous board meetings as presented by Andy Walls.

Motion: Approve minutes from June 4th board meeting.

Moved: Mary Collette

Second: Robin Gilmore

Approved

Motion: Approve minutes from May 8th board meeting.

Moved: Mary Collette

Second: Robin Gilmore

Approved

III. Financial Report

Jamie Evans presents Financial Report from May.

Revenues for May totaled \$3,149.04

Andy will double check with the Clerk's office that the annual budget was submitted.

Motion: Approve May financial report.

Moved: Robin Gilmore

Second: Ryan Dock

Approved

IV. Old Business

a. Advertising Committee

- i. Mary shares information on advertising committee efforts, including Ozarks Public Television, CVB including rack cards and the route 66 brochure, Joplin Magazine, etc.
- ii. Mary also presented information on upcoming changes to our community website.
- iii. Lyle asked about updating the rack cards.
- iv. Advertising Committee meeting tomorrow morning at 9am.

V. New Business

a. Resolution Honoring Gregg Johnson as CID Board President

- i. Discussion of a gift in addition to resolution to honor Gregg Johnson's service.

Motion: Approve resolution honoring Gregg Johnson's service as president of the C-Street CID.

Moved: Ryan Dock
Second: Mary Collette
Approved

b. CID Tax Renewal

- i. Mary gives an update on the progress of the CID tax renewal with the county clerk's office and the Missouri Department of Revenue. We still need to provide a list of all current businesses operating in the district that will be affected by the CID tax.
- ii. Thanks to Deena Jones for the beautiful landscaping that has transformed our district. Discussion of the plans to enhance the landscaping toward the east end of the district as well as updating the landscaping on the west end.

c. Board of Directors' Officer Elections

- i. Open Nominations for CID President.

Justin Nominates Lyle Foster

Second by Ryan

Mary Nominates Andy Walls

Second by Robin

Motion to Close Nominations

Moved: Mary Collette

Second: Ryan Dock

Lyle withdraws.

- ii. Vote for President

Andy Walls elected for CID President.

- iii. Open Nominations for CID Vice-President.

Robin Nominates Lyle Foster

Second by Mary

Close Nominations for CID Vice-President.
Moved: Robin Gilmore
Second: Mary Collette
iv. Vote for Vice-President
Lyle Foster elected for CID Vice-President
v. Open Nominations for Secretary/Treasurer
Robin Nominates Mary Collette
Second: Andy Walls
Close Nominations for CID Secretary/Treasurer
Moved: Robin Gilmore
Second: Mary Collette
vi. Vote for Secretary/Treasurer
Mary Collette elected for CID Secretary/Treasurer.
vii. Lyle passes chair to Andy

d. Chamber of Commerce membership

- i. Hold on CC membership. May look at joining Northside Betterment Association.

Motion to Table: Renewal of Chamber of Commerce Membership

Moved: Ryan Dock

Second: Mary Collette

Approved

VI. Public Comment

- a. Discussion about the setup of the board meetings.

VII. Next Meeting

Wednesday, July 10th, 10:00 AM
at Drury on C-Street – 233 E. Commercial

VIII. Adjourn

Motion to adjourn meeting.

Moved: Mary Collette

Andy adjourns meeting at 10:52 am



Commercial Street Community Improvement District Board of Directors Meeting Minutes

Wednesday, July 10, 2019, 10:00 am
Drury on C-Street, 233 E. Commercial Street

Board Members Present [Attendance/Meetings]:

Andy Walls, President, (Property Owner, Business Owner, Resident) [1/1]
Lyle Foster, Vice-President, (Property Owner, Business Owner) [1/1]
Mary Collette, Secretary/Treasurer, (Property Owner, Business Owner) [1/1]
Ryan Dock, (Property Owner, Business Owner) [1/1]
Justin Skinner, (Property Owner, Business Owner, Resident) [1/1]
Molly Brown, (Business Owner) [1/1]

Absent: Robin Gilmore, (Property Owner, Business Owner, Resident) [0/1]
Matt Schaefer, City of Springfield Representative

I. Welcome Andy Walls, CID President, Called meeting to order 10:01

II. Review and Approval of Previous Minutes Mary Collette, CID Secretary/Treasurer
Motion: Lyle, to approve minutes from June 12th board meeting.
Second: Ryan **Approved**

III. Financial Report Jamie Evans: June financials. no taxes collected at end of first quarter.
Revenues for June: \$2,447.96; checkbook balance (07/9/19) \$27,978.72, all bills paid.
Motion: Ryan, to approve June financial report.
Second: Justin **Approved**

IV. Old Business

A. Advertising Committee Holland Wilson took over website management from Justin.
Justin spearheading digital campaign featuring restaurants & retail shops instagram/facebook.
Walking Tour featuring C-Street locations using historic photos under exploration.

B. CID Tax Renewal Mary reported fees of \$5,474 for sales tax election by Greene County Clerk. More assessed if needed; if not spent will be returned to CID. Votes in by 7pm, 8/13/19.
Motion: Mary, to pay total \$5,474 request
Seconded: Molly **Approved**

V. New Business

A Parking: Lyle discussed limited parking. Board consensus to come up with ways to better denote available parking in the district.

B Funding Request: Queen City Shout application for \$800 presented. Molly asked for report on how the money would be spent. Lyle will get info back to board at August meeting.
Motion: Mary, to approve \$800 funding request for promotional activities
Second: Ryan **Approved**

VI. Public Comments: None

VII. Next Meeting Date & Time Wednesday, August 14, 2019, 10 a.m., 233 E. C Street

VIII. Adjournment: 11:05am



Commercial Street Community Improvement District Board of Directors Meeting Minutes

Wednesday, August 14, 2019, 10:00 am
Drury on C-Street, 233 E. Commercial Street

Board Members Present [Attendance/Meetings]:

Andy Walls, President, (Property Owner, Business Owner, Resident) [2/2]
Lyle Foster, Vice-President, (Property Owner, Business Owner) [2/2]
Mary Collette, Secretary/Treasurer, (Property Owner, Business Owner) [2/2]
Robin Gilmore, (Property Owner, Business Owner, Resident) [1/2]
Ryan Dock, (Property Owner, Business Owner) [2/2]
Justin Skinner, (Property Owner, Business Owner, Resident) [2/2]
Molly Brown, (Business Owner) [1/2]

Absent: Matt Schaefer, City of Springfield Representative

I. **Welcome** Andy Walls, CID President, Called meeting to order 10:04

II. **Review and Approval of Previous Minutes** Mary Collette, CID Secretary/Treasurer
Motion: Ryan, to approve minutes from July 10th board meeting.
Second: Robin **Approved**

III. **Financial Report** Jamie Evans: June financials. no taxes collected at end of first quarter.
Revenues for July: \$22.27; checkbook balance (07/9/19) \$27,178.72, all bills paid.
Motion: Lyle, to approve July financial report.
Second: Ryan **Approved**

IV. **New Business**

A Ceremonial: Mary read & presented Certificate of Appreciation & personalized gavel to former President Gregg Johnson. Presented personalized gavel to new president Andy Walls.

B Funding Requests:

Thriller on C-Street; Anne Walls presented application for \$1,200 sponsorship
Motion: Lyle, to approve \$1,200 funding request for promotional activities
Second: Robin **Approved**

Springfield Culture Fest; Saehee Duran \$1,000 requested to promote event
Motion: Robin, to approve \$500 funding request; report forthcoming on expenses
Second: Justin **Approved**

B Dispensary Possibility:

Discussion of location on street, possibly handled same way as liquor license...input

V. **Old Business**

A. Advertising Committee History of Commercial Street Walking Tour discussed. Joe, Holland, and Mary met with John Sellars, History Museum about partnering. Exploring digital formats.

B. CID Tax Renewal Mary reported voting complete 7pm, August 13; Sales tax passed 16-4!

VI. **Public Comments: None**

VII. **Next Meeting Date & Time** Wednesday, September 11, 2019, 10 am, Drury on C-Street

VIII. **Adjournment: 10:55am**



Commercial Street Community Improvement District Board of Directors Meeting Minutes

Wednesday, September 11, 2019, 10:00 am
Drury on C-Street, 233 E. Commercial Street

Board Members Present [Attendance/Meetings]:

Andy Walls, President, (Property Owner, Business Owner, Resident) [4/4]
Lyle Foster, Vice-President, (Property Owner, Business Owner) [2/4]
Mary Collette, Secretary/Treasurer, (Property Owner, Business Owner) [4/4]
Robin Gilmore, (Property Owner, Business Owner, Resident) [3/4]
Ryan Dock, (Property Owner, Business Owner) [4/4]
Justin Skinner, (Property Owner, Business Owner, Resident) [4/4]
Molly Brown, (Business Owner) [3/4]

Absent: Matt Schaefer, City of Springfield Representative

I. **Welcome** Andy Walls, CID President, Called meeting to order 10:03

II. **Review and Approval of Previous Minutes** Mary Collette, CID Secretary/Treasurer

Motion: Ryan, to approve minutes from August 14th board meeting.

Second: Robin **Approved**

III. **Financial Report** Jamie Evans: No taxes collected at end of first quarter.

Revenues for August: \$70 with a \$23,878.49 checkbook balance as of 08/31/19; all bills paid.

Motion: Mary, to approve August financial report.

Second: Ryan **Approved**

IV. **New Business**

A History of C-Street Walking Tour: Joe Gidman recapped Pitt Technologies Group meeting for Ad Committee to explore and develop a request for proposals to solicit bids for services which they hope to present for approval to release at CID's October meeting.

B Advertising Committee:

Mary reported Connie accepts chairmanship of committee. Connie & Joe developing an annual plan with four seasons of marketing. Consensus to replace faded district banners with "C" banners that are in good shape and were taken down and stored from rebranding campaign.

C C-Street TIF Project:

Thursday, September 12, from 5 to 6:30pm at Drury on C-Street. Discussion followed on difference between CID & TIF and encouragement for all to attend city presentation.

V. **Old Business:**

CID Tax Renewal Mary and Jamie updating sales tax information for delivery to Missouri Dept of Revenue by end of October. That info as well as a check list of materials are required 45 days prior to new tax of .05 in place January 1, 2020.

VI. **Public Comments:** Discussion on district landscaping, priorities, locations etc. No landscaping activities will be supported by CID that haven't gone through Gardens 2 Envy.

VII. **Next Meeting Date & Time** Wednesday, October 9, 2019, 10 am, Drury on C-Street

VIII. **Adjournment: 10:55 am**



Commercial Street Community Improvement District Board of Directors Meeting Minutes

Wednesday, October 9, 2019, 10:00 am
Drury on C-Street, 233 E. Commercial Street

Board Members Present [Attendance/Meetings]:

Andy Walls, President, (Property Owner, Business Owner, Resident) [5/5]
Lyle Foster, Vice-President, (Property Owner, Business Owner) [3/5]
Mary Collette, Secretary/Treasurer, (Property Owner, Business Owner) [5/5]
Robin Gilmore, (Property Owner, Business Owner, Resident) [3/5]
Ryan Dock, (Property Owner, Business Owner) [4/5]
Justin Skinner, (Property Owner, Business Owner, Resident) [4/5]
Molly Brown, (Business Owner) [3/5]

Absent: Matt Schaefer, City of Springfield Representative, Molly Brown

I. **Welcome** Andy Walls, CID President, Called meeting to order at: 10:05am

II. **Review and Approval of Previous Minutes** Mary Collette, CID Secretary/Treasurer
Motion: Ryan, approve minutes, September 11 board meeting, chg "revenues" to "balance"
Second: Robin **Approved**

III. **Financial Report** Jamie Evans: Revenues for September: \$107.20, checkbook balance (09/3/19) with all bills paid: \$21,710.94
Motion: Mary, to approve September financial report.
Second: Robin **Approved**

IV. **New Business**

A Advertising Committee: Connie Hinds, Chair presented first Season of C-Street digital slide show to promote Thriller, Trick or Treat & Shop Small Weekend. A "Seasons" campaign four times a year is the goal of this consistent, annual digital marketing campaign.

B Halloween Trick or Treat: Mary presented flyers for our 5th year of Trick or Treating. Discussion about CID creating environment for entire district (corn stalks, flyers, digital event, press release etc) and providing some candy...Ryan to purchase; Connie distributes. Gate of the Temple doing a Trunk or Treat from 6 to 9, directly after our event for left over tricks & treats.
Motion: Mary, to spend up to \$300 to buy candy
Second: Ryan **Approved**

V. **Old Business:**

A CID Tax Renewal Mary and Jamie finalizing sales tax information for delivery to Missouri Dept of Revenue by end of October. That info as well as a check list of materials are required 45 days prior to new tax of .05 taking effect sometime in 2020.

B History of C-Street Walking Tour: Mary presented proposal to solicit RFP's for professional services developing Walking Tour and exploring other digital formats for use in the district. With board approval, the Advertising Committee can publish the RFP after finalizing the draft. Ad Committee will guide process & budget and will keep board updated. Copies were given to board.
Motion: Ryan, to approve RFP public bid process as laid out and guided by Ad Committee
Second: Robin **Approved**

VI. **Public Comments:**

VII. **Next Meeting Date & Time** Wednesday, November 13, 2019, 10:00 am, Drury on C-Street

VIII. **Adjournment: 10:45am**



Commercial Street Community Improvement District Board of Directors Meeting Minutes

Wednesday, December 11, 2019, 10:00 am
Drury on C-Street, 233 E. Commercial Street

Board Members Present [Attendance/Meetings]:

Andy Walls, President, (Property Owner, Business Owner, Resident) [7/7]
Lyle Foster, Vice-President, (Property Owner, Business Owner) [5/7]
Mary Collette, Secretary/Treasurer, (Property Owner, Business Owner) [7/7]
Robin Gilmore, (Property Owner, Business Owner, Resident) [4/7]
Ryan Dock, (Property Owner, Business Owner) [5/7]
Justin Skinner, (Property Owner, Business Owner, Resident) [5/7]
Molly Brown, (Business Owner) [3/7]

Absent: Molly Brown, Robin Gilmore, Justin Skinner, Ryan Dock

- I. **Welcome** Andy Walls, CID President, Called meeting to order at 10:13am, with only three board members present, there was no quorum so no votes can be taken. Andy has received Molly's request to leave board. We will form a nominating committee next month.
- II. **Review and Approval of Previous Minutes:** Mary Collette, CID Secretary/Treasurer
Will take up in January.
- III. **Financial Report** Jamie Evans: No December revenues; checkbook balance \$12,086.31 as of meeting
Will address November & December's financial report in January.
- IV. **Advertising Committee:** Connie updated on digital ads and everyone likes the new banners.
- V. **New Business**
Discussion on trash collection on Frisco Lane: General discussion about encouraging employees to recycle cardboard rather than overfilling dumpsters. Mary reported a gradual switch to Moore's Hauling Service since they're local and smaller than WCA who keeps raising rates and not picking up trash on schedule.
- VI. **Old Business:**
A CID Tax Renewal:
Mary has asked Shane Schoeller, County Clerk if they can forgive the additional bill of \$501.05 sent by county for CID election. Will report back to board when she hears back from him.
B Jefferson Avenue Footbridge Update: Mary updated board on progress towards bid process. She invited all in attendance to the Landmarks Board meeting that same evening at 5:30 in City Council Chambers. Commercial Club has taken a position in support of the alternate design which keeps the most original material and has the least visual impact on our Footbridge. Updates posted on "Save Our Footbridge" FB page as well as "Historic C-Street" FB page. Paver sales continuing...
- VI. **Public Comments: None**
- VII. **Next Meeting Date & Time:** Wednesday, January 8, 2020, 10:00 am, Drury on C-Street
- VIII. **Adjournment:** Meeting ended about 10:40am



Commercial Street Community Improvement District Board of Directors Meeting Minutes

Wednesday, November 13, 2019, 10:00 am
Drury on C-Street, 233 E. Commercial Street

Board Members Present [Attendance/Meetings]:

Andy Walls, President, (Property Owner, Business Owner, Resident) [6/6]
Lyle Foster, Vice-President, (Property Owner, Business Owner) [4/6]
Mary Collette, Secretary/Treasurer, (Property Owner, Business Owner) [6/6]
Robin Gilmore, (Property Owner, Business Owner, Resident) [4/6]
Ryan Dock, (Property Owner, Business Owner) [5/6]
Justin Skinner, (Property Owner, Business Owner, Resident) [5/6]
Molly Brown, (Business Owner) [3/6]

Absent: Molly Brown

- I. **Welcome** Andy Walls, CID President, Called meeting to order at 10:04am
- II. **Review and Approval of Previous Minutes:** Mary Collette, CID Secretary/Treasurer
Motion: by Robin, to approve minutes from October 9 board meeting
Second: by Lyle Foster **Approved unanimously**
- III. **Financial Report** Jamie Evans: Revenues for October of \$0, with checkbook balance of \$18,748.01 on 10/31/19 after all bills have been paid.
Motion: by Mary, to approve October financial report.
Second: by Robin **Approved unanimously**
- IV. **New Business**
 - A Advertising Committee:** Joe Gidman presented new banner designs donated by Greg & Cindy Grace of Imaginational. They offered to print 80 at cost (\$31.25ea, \$2,500 total) and install for free. Lyle asked to place an item on the agenda for discussion: "Policy for expenditures made by board"
Motion: by Mary, to approve \$2,500 expenditure to Imaginational for 80 banners
Second: by Robin **Approved unanimously**
 - B Trash on Frisco Lane:** Lyle asked about how often trash picked up. Comments about how breaking down cardboard boxes & placing them in CID-provided recycling containers would fix most issues. Mary also indicated movement towards using Moore Hauling, a local provider, was being explored.
- V. **Old Business:**
 - A CID Tax Renewal:** Mary reported checklist & all required documentation mailed to MO Dept of Revenue, receipt/signed for on October 21. Since our CID actually expired, we are now considered a new district, the earliest we could begin collecting sales tax April 1, 2020 instead of January 1, 2020. Discussion about additional bill of \$501.05 sent by county for CID election. Mary volunteered to take letter to Shane Schoeller, County Clerk to plead our case.
 - B History of C-Street Walking Tour RFP:** Mary updated board that since we're not receiving new revenues until April, the RFP process is currently on hold. Joe Gidman reported that when the process does continue, the Advertising Committee will interview respondents & make recommendations to the board. He assured that funds will be committed only with Committee & Board approval.
- VI. **Public Comments: None**
- VII. **Next Meeting Date & Time:** Wednesday, December 13, 2019, 10:00 am, Drury on C-Street
- VIII. **Adjournment:** Motion to adjourn at 10:40am by Mary, seconded by Robin, unanimous approval.