



**Commercial Street Community Improvement District
Board of Directors Meeting Minutes
Wednesday, January 10th 2024, 10:00am
Victory Mission Administrative Building, 1st Floor, 1715 N. Boonville**

Board Members Present [Attendance/Meetings]:

Irene Schaefer, President
Travis Tindall, Vice-President & Treasurer
Amanda Ohlensehlen, Secretary
Teresa Emerson
Christine Schilling
Lyle Foster

Excused Absence: Cindy Ussery

Members of the Public: Ron Bradshaw, Mary Collette, Jamie Evans, Jina Gorham, Connie Rhoades Hinds, Shelby Wood, Rusty Worley, Mona Pieron

- I. **Call to Order/Welcome:** Irene Schaefer called the meeting to order at 10:02 am.
- II. **Review and Approval of Previous Minutes:** Amanda Ohlensehlen presented the December meeting minutes. ***Motion to approve December meeting minutes as presented, by Travis Tindall, seconded by Teresa Emerson. Passed unanimously.***
- III. **Review and Approval of Financial Report:** Travis Tindall presented the Financial Report. There are still a number of businesses still reporting into our district that the Department Of Revenue is working to correct. We have received \$2,330 over last year, however \$6,433 has been added to our account that should not have been. The CID is still up on the year despite the errors. Income was \$9254, with \$2,975 overpaid. Expenses were \$11,210. District maintenance, street fixtures, trash cans and security cameras, will be reimbursed by the City of Springfield. Expenses this month also include district advertising and promotion. \$455 in operations with \$2058 in payroll expenses. Total assets \$44,943. ***Motion to approve December financials as presented, by Christine Schilling, seconded by Amanda Ohlensehlen. Passed unanimously***
- IV. **New Business**
 - a. **Board Seat** Irene welcomed Teresea Emerson to the CID board.
 - b. **Funding Request: St. Pat's Day Parade** Rusty Worley presented the funding request for \$1,000. The DSA plans to replicate the route from last year. In 2023 they brought the event back from a three year hiatus. He highlighted the fact that this is the only event that stretches from C-Street to Downtown. He is seeking feedback and assistance to cover police and barricade costs. Rusty mentioned that they will make a conscious effort to pick up trash after the event with the help of Public Works. ***Motion to approve DSA funding request for \$1,000 in support of St Pat's Parade, by Travis Tindall, Amanda Ohlensehlen recused herself from voting as she sits on the DSA board. Seconded by Lyle Foster. Passed unanimously.***
 - c. **Request to City for FY 2024-25 Funding:** Irene is seeking input on a funding request the CID intends to submit to the City of Springfield for FY 2024-25 funding. She stated that the board determines what to request and the use of the money, then the City has to approve. Teresa asked if we could ask for funding for the events. There is no defined deadline, we should submit by Feb/March. Please email any recommendations to Irene. Mary stated that it would be good to consider how we communicate and plan for a major event around the \$8 million for the Footbridge improvements. Christine mentioned getting

feedback from the C-Street Merchant's Association and the Commercial Club on what they would like funding for.

- d. **Better Block Nomination:** Angela informed the CID board that the C-Street CID parklets have been nominated for a Placemaking Project award at the Better Block SGF Annual Meeting. This award highlights great projects here in Springfield, MO that aid in making our city a better place to live. C-Street is invited to attend the Annual Meeting where the winner will be announced, Friday January 19th, 4:30PM at the efactory.
- e. **CID Owned Equipment** It has been requested that the CID owned equipment be used by volunteers in the event of winter weather. The prior use of the equipment has been by a subcontractor. There was discussion on insurance requirements for those that use the machine. Shelby Wood and Irene Schaefer will connect with our insurance broker to understand our liability. Lyle Foster stated that this is an important task for the CID. He encourages the CID to come up with a creative solution to ensure that this gets done. He encourages the CID to be realistic when looking at this issue.

V. Existing Business

- a. **Street Safety - New PAR Officer to begin 1/14/24** Irene stated that Officer Ben Wilson is no longer with Springfield PD. The new PAR officer should be assigned mid February.
- b. **Parking Lots - Security Camera Update** City Utilities has completed the infrastructure needed in parking lot #3 for security cameras. WON Communications will begin to install security cameras, then all parking lots will have security cameras in them. Signage for the lots has been ordered. Those will go up as soon as possible. Mary Collette reiterated the importance of having security cameras installed along Frisco Lane. Irene Schaefer stated that WON is quoting for Frisco Lane.
- c. **Trash Can Project Update** Angela stated that SIGWO is about 50% finished with the project. They are expected to finish this month. All replacement trash can lids have been received.
- d. **CID Staff Report** Angela Duran stated that she is continuing to work on her regular month - to - month tasks. She stated that she is managing two CASP workers at this time. They focus on picking up trash and Ginkgo fruit throughout the district. She completed rock salt distribution with merchants this past month. She also delivered a notice from the CID notifying merchants where the CID's current position as it relates to snow removal - advised by the General Maintenance committee and CID board.
- e. **City Funds Report** The CID has submitted two receipts for reimbursement from the City of Springfield; \$7,400 requested for reimbursement.

VI. Committee Reports

- a. **Advertising Committee Report** Business is carrying on as usual.
- b. **General Maintenance Committee** The committee believes they are close to the plan for the dumpster locations and the licensing agreement with the City of Springfield. Five sites have been planned with the suggestion of a 6th. Springfield Public Works will attend our February Board of Directors meeting to answer any questions regarding the project. The purchase of the ballards and dumpster pads will expend the rest of the 50K contribution from the City of Springfield. Landscaping has to go through the quoting process. The Mulch Madness annual event will take place in March.
- c. **Budget Committee Forming Soon** A budget review committee will be forming soon. Please contact Irene Schaefer if you would like to volunteer.

VII. Organization Updates

- a. **Commercial Club** Mary Collette reported that the new sculpture walk brochures are done. They purchased 1,500. They organized a Story Walk for the street with the help of the public library. The City Market is preparing for the 2024 season. She stated that the Commercial Club will be discussing the proposed changes to the TIF. Commercial Club is also tracking the updates for the Jefferson Avenue Footbridge.
- b. **C-Street Merchants Association** Connie Rhoades Hinds reported that the annual Merchant's Breakfast was in December and was well attended. They are beginning to plan a calendar for 2024. They are working on individual and street wide projects as early as possible. They are working on a pilot program with a MSU marketing class for the merchants. Connie is also doing a tutorial for Facebook event posting for the merchants.

VIII. Public Comment

No public comment.

- IX. **Next Meeting Date and Time.** Wednesday, February 14th, 2024, 10AM at the Victory Mission Administrative Building, 1st floor.

X. Adjournment

Motion to adjourn meeting by Christine Schilling, seconded by Teresa Emerson. Passed unanimously.
The meeting was adjourned at 11:09 am.



COMMERCIAL STREET COMMUNITY IMPROVEMENT DISTRICT EVENT SPONSORSHIP REQUEST

CID Funding for Event Sponsorship or Project Support Request Form

Name of Event or Project _____ Date of Event _____

Organization _____ Estimated Attendance _____

Contact _____ Email _____ Phone _____

Please feel free to attach additional sheets, documentation or additional information for any of the following questions

Describe Event or Project applied for.

What is the amount of CID funding request & how will funds be used?

How will Event or Project benefit the Commercial Street Historic District?

Is there a street closure? Is there anything you would like to add as we consider your request?

Proposals may be mailed Attn: C-Street CID Board, P.O. Box 443, Spfd, MO 65801-0443

Funding decisions will be made at the following CID board meeting, at 10am, the second Wednesday of every month at The Victory Mission 200 West Commercial, unless otherwise announced.

Thank you for bringing your Events and Projects to our Commercial Street Historic District Community.
The CID board thanks you for your support of and interest in Historic C-Street!