

# AGENDA

## Dickman Road Business Improvement District Board of Directors

**THURSDAY February 2, 2023 – 8:30 AM**

**MEETING LOCATION – Department of Public Works Conference Room 204  
150 S. Kendall Street**

- Call to Order: by Chair
- Welcome and introductions (as needed)
  - Todd Gerber, City of Battle Creek
- Approval of Minutes: November 3, 2022 (action required)
- Interim Financials:
  - Fiscal Year to Date 2023
- Old Business
  - Banner Update
  - Landscaping and maintenance
  - Security Cameras
- New Business
  - Field of Flight 2023 Fleet Vehicles and Balloon Banner Discussion
  - EV Charging Stations Discussion
  - Motor Mile Messaging Group/Alerts Discussion
- Comments by the public
- Board Member Comments
- Adjourn

### Attachments:

- Agenda
- Meeting minutes, November 3, 2022
- Interim Financials, Fiscal Year to Date 2023

**Upcoming meetings: May 4, 2023, Department of Public Works – Room 204**

**DICKMAN ROAD  
BUSINESS IMPROVEMENT DISTRICT BOARD MEETING  
November 03, 2022**

At the Thursday, November 03, 2022 meeting of the Dickman Road Business Improvement District Board held at 8:30 a.m., the following were in attendance: Vester Davis Jr, Jim DeMaagd, Carl Fedders, Clayton Hulsey, Tim Kool, and Gary Minneman. Excused: Scott Baxter

Also in attendance were: John Hart

Chair – Gary Minneman called the meeting to order at 8:32 AM. Clayton Hulsey arrived at 8:39

**Welcome and Introductions**

None

**Board Appointment/Resignation**

None

**Approval of Minutes – Meeting August 04, 2022**

Kool/DeMaagd. Motion approved.

**Review/Approval Preliminary Year End Financials 12 months ending June 30, 2022**

For 12 months ending June 30, 2022 (Tentative year-end) – Place on File

Kool/DeMaagd. Motion approved.

**Review/Approval of Interim Financials through October 30, 2022**

Kool/DeMaagd. Motion approved.

**OLD BUSINESS:**

**Banner Update** – Staff/Hart reported that the DPW was having challenges with equipment and had not removed or replaced any banners at the time of the meeting. The DPW will schedule removal and replacement as their schedule/staffing level/equipment permits ASAP.

**Landscape Maintenance** - Staff/Hart reported that he had met with Turfworks to discuss the plan to remove dead trees and to trim low branches along the corridor. They were to complete the project as time permits during fall/winter

**Security Cameras (district wide) Mini Grant** – Staff to start work on district wide evaluation in the winter period of 2023 with CBCPD and CCSD.

**Façade Grants** – Staff/Hart reported that two applications had come in and were being processed for payment. Baxter Funeral & Cremation Services Inc – \$2,175 (project cost \$4,350) and DeMaagd GMC/Nissan - \$5,000 (project value \$700,000).

**NEW BUSINESS:**

**Police Department Update** – Lt Hirakis of the Calhoun County Sheriffs Department reported that incidents of theft were down for the quarter. The board discussed creating an email chain or messaging service between the car dealerships and corridor members to share concerns or report criminal activity.

**Property and Project Update** - Staff briefly gave an update on the hydrology study being performed by the U.S. Army Corps of Engineers to evaluate the potential for naturalization of the Kalamazoo River. Fedders spoke about the need to engage the railroad in any future naturalization plans as there are discussions happening around the potential need to split freight from passenger services.

**Board Member Comments:**

DeMaggd requested that the staff review the wayfinding signage at the entrances and exits of the dealerships to evaluate their condition and need for maintenance or repair.

**Adjournment:**

The meeting was adjourned at 9:05

The next Board Meeting is set for Thursday February 2, 2023 at 8:30 a.m. Department of Public Works – Room 204

Financial Report of the  
**Dickman Road Business Improvement District (BDD)**

	Budget for the Year ending <b>30-Jun-23</b>	Actuals through <b>31-Dec-22</b>	<b>Differential</b>
<b>REVENUE</b>			
<b>SPECIAL ASSESSMENTS</b>			
City of Springfield	22,000	17,390	(4,610)
City of Battle Creek	26,500	809	(25,691)
<b>TOTAL REVENUE</b>	<b>48,500</b>	<b>18,199</b>	<b>(30,301)</b>
<b>EXPENSES</b>			
Administrative & Project Management Fees	12,000	6,000	(6,000)
General Marketing	12,000	1,000	(11,000)
Legal Services	500	-	(500)
Matching Grants (signage, landscaping)	10,000	7,175	(2,825)
Physical Improvements/Maintenance	28,000	17,342	(10,658)
<b>TOTAL EXPENSES</b>	<b>62,500</b>	<b>31,517</b>	<b>(30,983)</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(14,000)</b>	<b>(13,318)</b>	<b>682</b>
Balance carried forward	117,073	115,774	102,456
<b>Ending Balance</b>	<b>103,073</b>	<b>102,456</b>	<b>103,138</b>

Note: Authorized matching grants: