

AGENDA

Dickman Road Business Improvement District Board of Directors

THURSDAY August 3, 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)
- Approval of Minutes: May 4, 2023 (action required)
- Financials: (no action required)
 - Preliminary Year-End Financials, FY 2023
- Special Assessment Renewal
- Old Business
- New Business
 - PD update
 - Springfield car show sponsorship
- Comments by the public
- Board Member Comments
- Adjourn

Attachments:

- Agenda
- Meeting minutes, May 4, 2023
- Preliminary year-end financial FY 23
- Draft assessment overview
- Springfield car show flyer

Upcoming meetings: November 2, 2023, Department of Public Works – Room 204

**DICKMAN ROAD
BUSINESS IMPROVEMENT DISTRICT BOARD MEETING
May 04, 2023**

At the Thursday, May 04, 2023 meeting of the Dickman Road Business Improvement District Board held at 8:30 a.m., the following were in attendance: Scott Baxter, Vester Davis Jr, Todd Gerber, Tim Kool, and Gary Minneman. Excused: Jim DeMaagd and Clayton Hulsey

Also in attendance were: John Hart, CBCPD Officer Gentry & Sgt Champlin, Calhoun County Sheriff.

Chair – Gary Minneman called the meeting to order at 8:33 AM.

Welcome and Introductions

NONE

Board Appointment/Resignation

NONE

Approval of Minutes – Meeting February 02, 2023

Kool/Baxter

Review/Approval of Interim Financials- Fiscal Year 2023 Year to Date

Kool/Minneman

Review/Approval of Fiscal Year Budget 2024

Adding \$5,000 to Matching Grants. Kool/Minneman

OLD BUSINESS:

Banner Update – Staff/Todd Gerber reported that the banners were mostly all replaced and that the remainder will be installed before the Field of Flight. The cost for replacements was \$3,852

Landscape Maintenance - Staff/Hart reported that Turfworks will continue their work into the next budget under the same contract and approved expense.

Security Cameras (district wide) Mini Grant – Staff/Board discussed the security cameras district coverage with Officer Gentry. Staff to coordinate district wide review with Gentry and with CBCPD and CCSD.

NEW BUSINESS:

Field of Flight 2023 – Board reviewed last years participation level and agreed to participate again this year when requested. \$150 per car and \$500 for pilot.

Police Department Update – Gentry reported that there was little criminal activity within the District since last DRBID meeting. Baxter reported some vandalism at his property. Enterprise had non-returned vehicles.

Village of Mill Creek Sign Grant -

Board reviewed request from Village of Mill Creek and agreed to assist with ½ of the cost up to \$5,000.
Kool/Minneman

Placer.ai -

Staff/Hart informed the Board that the City Small Business Development Office was reviewing and considering the market study services available by Placer.ai

Skatepark Development Proposal -

Staff/Hart informed the Board that the City Small Business Development Office is working with a skatepark committee as they consider a vacant lot on Dickman Road for potential redevelopment as a skatepark. More information will be shared as it evolves.

DRBID 5-Year Renewal -

The Board discussed and agreed to seek a 5 Year Renewal of the DRBID. Staff was instructed to begin the process and bring the documents to the next meeting for discussion. Kool/Baxter

Board Member Comments:

None

Adjournment:

The meeting was adjourned at 9:34

The next Board Meeting is set for Thursday August 3, 2023 at 8:30 a.m. Department of Public Works – Room 204

Financial Report of the
Dickman Road Busiess Improvement District (BDD)

192.50.9323

	Budget for the Year ending 30-Jun-23	Actuals through 30-Jun-23	Differential
REVENUE			
SPECIAL ASSESSMENTS			
City of Springfield	22,000	22,466	466
City of Battle Creek	26,500	33,425	6,925
TOTAL REVENUE	48,500	55,891	7,391
EXPENSES			
Administrative & Project Management Fees	12,000	12,000	-
General Marketing	12,000	4,852	(7,148)
Legal Services	500	-	(500)
Matching Grants (signage, landscaping)	10,000	10,775 *	775
Utilities	-	881	881
Physical Improvements/Maintenance	28,000	34,250	6,250
TOTAL EXPENSES	62,500	62,758	258
NET SURPLUS/(DEFICIT)	(14,000)	(6,867)	7,133
Balance carried forward	117,073	117,073	-
Ending Balance	103,073	110,206	7,133

* Note: Authorized matching grants:

Field of Flight	3,600
Baxter	2,175 (expense yet to be recorded)
DeMaagd	5,000 (expense yet to be recorded)



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Trophy

\$100

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(Includes all 3 levels)

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Contact Tina Seaman with Questions (269) 441-9273

Email tseaman@springfieldmich.com

Send logo to lgilson@springfieldmich.com