



St. Johns Principal Shopping District
109 E. State, PO Box 477 – St. Johns, MI – 48879 (989) 224-8944ext. 233

**BOARD OF DIRECTORS
2023 - 2024**

Chairman
Jason Butler
Butler Financial

Vice-Chairman
Tyler Barlage
Community Christian Church

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Bruce DeLong
Clinton County

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Rise Up Co.

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Kurt's Appliance

Nancy McKinley
Castle Resident

Corinne Trimbach
Mint Door

Craig Smith
Main Street Café

Marketing
Tyler Barlage-Chair
Erika Hayes
Ethan Painter
Emily Baudoux
Vickie Schafer
Brent Hurst
Monica Ladiski

Design
Tyler Barlage-Chair

Events
Corrine Trimbach-Chair
Tracy Kossaras-Chair
Brent Hurst
Nancy McKinley
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Jamie Madar

**Executive, Finance,
Strategic Planning**
Tyler Barlage
Bruce DeLong
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Corinne Trimbach
Tracy Kossaras

CONTACT INFO
Executive Director
Heather Hanover
989-224-8944: Ext 233
psdcityofsj@ gmail.com

AGENDA

Principal Shopping District Meeting

November 1, 2023

11: 30 am, PSD Office/Fire Hall

* Indicates an attachment

1. Call to Order 11:30am

2. Additions to the Agenda 11:30am (2 minutes)

3. Approval of the Consent Agenda: 11:32am (5 minutes)

- A. *Minutes of meeting dated October 4,2023
- B. *Minutes from Marketing, Executive and Event Meetings
- C. *City of St Johns monthly financial report through October 25,2023
- D. *Director's Report

4. Communications

- A. Events Committee 11:37am (3 minutes)
- B. Marketing Committee: 11:40am (10 minutes)
Second Website
- C. Executive Committee 11:50 am (3 minutes)

5. Old Business

- A. Social District Discussion 11:53 am(10 minutes)
Costs: License \$250 per establishment, inspection \$70 per, signs and stickers.

6. New Business

- A. Holiday Party 12:03pm(3 minutes)

Next Regular PSD Board Meeting December 6 , 2023



St. Johns Downtown Development Authority
109 E. State, PO Box 477 – St. Johns, MI – 48879 (989) 224-8944ext. 233

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Design
Tyler Barlage-Chair

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Tracy Kossaras-Chair
Jaime Madar
Brent Hurst
Nancy McKinley
Jason Butler

Executive, Finance, Strategic Planning
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Tracy Kossaras

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AGENDA
Downtown Development Authority Meeting
Nov 1, 2023
Immediately After 11:30 PSD Meeting at DDA Office

* Indicates an attachment

1. **Call to Order 12:06 pm**
2. **Additions to the Agenda 12:07 pm**
3. **Approval of the Consent Agenda: 12:08 pm**
 - A. *Minutes of meeting dated Oct 4,2023
 - B. *City of St Johns monthly financial report through Oct 25,2023
4. **Communications**
 - A. None
5. **Old Business**
 - A. Design Committee 12:09 pm (5 minutes)
Cross Street Holiday Banner and other holiday decor
6. **New Business**
 - A. None.
7. **Public Comment (please keep to under 3 minutes) 12:14 pm (10 minutes)**

Adjournment 12:24pm

Next Regular DDA Board Meeting Dec 6, 2023



St. Johns Principal Shopping District and Downtown Development Authority
100 E. State, PO Box 477 – St. Johns, MI – 48879 (989) 224-8944 ext. 233 www.DowntownStJohnsMI.com

Meeting Minutes
Principal Shopping District
Oct 4, 2023
11:30 am, At PSD Office

BOARD OF DIRECTORS
2023- 2024

Chairman
Jason Butler
Butler Financial

Vice-Chairman
Tyler Barlage
Community Christian Church

Secretary-Treasurer
Bruce DeLong
Clinton County Commissioner

Directors
Emily Baudoux
Rise Up Co.

Ed Brandon
Gilroy's Hardware

Erika Hayes
Jackson, Hayes, PC

Tracy Kossaras
Kurt's Appliance

Chad Gamble
City of St. Johns, MI

Nancy McKinley
The Castle Residence

Corinne Trimbach
Mint Door Boutique

Craig Smith
Main Street Café

COMMITTEES

Marketing
Tyler Barlage-Chair
Erika Hayes
Emily Baudoux
Ethan Painter
Vicki Schaffer
Brent Hurst
Monica Ladiski

Events
Tracy Kossaras-Chair
Corinne Trimbach-Chair
Nancy McKinley
Jason Butler
Jaime Madar
Brent Hurst
Monica Ladiski

Executive, Finance, Strategic Planning
Jason Butler-Chair
Tyler Barlage
Bruce DeLong
Chad Gamble
Tracy Kossaras
Corinne Trimbach

CONTACT INFO
Executive Director
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Email: psdcityofsj@gmail.com

Members Present: Jason Butler, Tyler Barlage, Nancy McKinley, Chad Gamble, Tracy Kossaras, Emily Baudoux, Ed Brandon and Erika Hayes

Other Present: Monica Ladiski, Amber Haubert, Jenina Halitsky, Brent Hurst and Heather Hanover

Before the meeting Brent Hurst wanted to thank the board for their help with the Fall Festival. All thought it was a great event. He also wanted to announce his latest project, a Farm to Table dinner at 319 Pierson on November 12th. The Eat Healthy board is still working on the details but he wanted to share with the board and hopes they can attend or sponsor.

1. **Meeting was called to Order by Chairman Butler at 11:34 am**

2. **Additions to the Agenda** None, motion to approve by Tyler Barlage, seconded by Nancy McKinley, motion carried.

3. **Motion to Approve the Consent Agenda made by** Tyler Barlage, seconded by Chad Gamble motion carried.

A. Minutes of meeting dated September 6, 2023

B. Minutes of the Marketing, Executive and Events Committee Meetings

C. City of St Johns monthly financial report through September 26,2023

D. Director's Report

4. **Communications**

A. Events Committee: Tracy stated that at the last Event Committee Meeting they discussed the Thursday Market which wasn't very successful but it did give us a chance to try out the new hot dog cart and it is a learning process. They also discussed the US 27 tour and what shirts to buy next year, the shirts were very popular and we sold out of most sizes. They also discussed getting car dealership sponsors. Tracy also gave updates on the Mint Fest and the preparations for next year. The committee is looking ahead to the St Nick parade and is forming a committee to help choose this year's Saint. The barn is going to get cleaned out to make room for the hot dog cart. And they committee will again be selling light up toys at the St Nick parade as a fund raiser. There was also discussion on using proceeds from the Mint festival to help the city get better barriers for events. Over all the Mint Festival Downtown was a success.

B. Marketing Committee: Tyler said their committee is looking at advertising for the St Nick Parade and also working on merchandise with our new downtown logo. The main discussion is on how to make our website more attractive for consumers. The current wild apricot website is more for the business side of the PSD/DDA. Ethan painter and Jason Denovich proposed plans for adding a more attractive consumer friendly website. There was discussion on hosting, maintenance and initial costs. There was discussion on having 2 websites or just making the first page of the wild apricot website more customer friendly. The board would like the Marketing Committee to do a little more research and get back to us. Jenina asked what the Marketing Committee is doing to get more attention to the downtown, like flyers with a Q-R code or signage. They stated that both are in the works.

C. Executive Committee: Jason asked about the walk through the downtown Heather had with the City Manager, the director of public services and the Director of public works. Many issues were discussed including broken bollards, electrical boxes, street light outages, trip hazards on the bump out bricks, missing sidewalk where trees were removed, parking lot lines, trees and the curb and gutter and condition of the streets on Brush and Spring. The city has already started addressing many of the issues. Chairman Butler wanted to thank City Manager Gamble for their quick work on the issues and the continued support the city provides to the downtown. City Manager Gamble state that there is a lot that needs to be done especially on Spring and Brush but funds are limited. The city understands the downtown's



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Issues and will work in as much as can be afforded with the street millage. He also discussed the event form process and that the city is looking to improve the event form.

5. Old Business:

A. Social District: The committee has held one meeting and scheduled a second for October. The work completed to date is in your packet.

6. New Business:

A. The Event So Good It's Scary will be downtown on October 31st from 3:30 to 5:30pm.

Motion to adjourn made by Erika Hayes at 12:24 seconded by Tyler Barlage, motion carried

Next Regular Meeting Nov 1, 2023



St. Johns Principal Shopping District and Downtown Development Authority
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Meeting Minutes
Downtown Development Authority
October 4 , 2023 After PSD Meeting, PSD Office

BOARD OF DIRECTORS
2022 - 2023

Chairman
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Butler Financial

Vice-Chairman
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Community Christian
Church

Secretary-Treasurer
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Ethan Painter
Vicki Schaffer
Monica Ladiski
Brent Hurst

Events
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Corinne Trimbach-Chair
Nancy McKinley

Jason Butler
Jaime Madar
Brent Hurst
Monica Ladiski

**Executive, Finance, Strategic
Planning**

Jason Butler-Chair
Tyler Barlage
Bruce DeLong
Chad Gamble
Tracy Kossaras
Corinne Trimbach

CONTACT INFO
Executive Director

Heather Hanover
989-224-8944x 233
Email: psdcityofsj@gmail.com

Members Present: Jason Butler, Emily Baudoux, Erika Hayes, Tyler Barlage, Chad Gamble, Nancy McKinley, Ed Brandon and Tracy Kossaras.

Other Present: Monica Ladiski, Amber Haubert, Jenina Halitsky and Heather Hanover

1. Meeting was called to Order by Chairman Butler at 12:24 pm

2. Additions to the Agenda: City Manager Gamble would like to give a quick update on the downtown parking signage. Motion by Erika Hayes to approve the agenda as amended, seconded by Tracy Kossaras, motion carried.

3. Motion to Approve the Consent Agenda as presented, made by Erika Hayes, seconded by Tracy Kossaras, motion carried.

A. Minutes of meeting dated Sept 6, 2023

B. City of St Johns monthly financial report through September 26,2023

4. Communications

A. City Manager Gamble stated the signs will be going out for bid soon. They are waiting on a final decision on the logo. New poles are need but the goal is to keep the signs and poles to a minimum. The hope is that the signs will be up before Thanksgiving.

5. Old Business

A. Design Committee: We did not receive the larger grant from Lansing for facades. We have committed \$14,847 of our budgeted façade grant funds to 3 projects so far. We have 2 large projects left to fund. Motion by Tyler Barlage, seconded by Nancy McKinley to use the remaining funds(\$15,000) on the Keith Koneval/Alibi Bar remodel and have Brunos apply for next year. Motion carried. It is time to announce this year's façade grants. We will use the same time line as last year. We are also in need of a new Design Committee Chair, Tyler Barlage has volunteered to take this on. Motion by Erika Hayes, seconded by Chad Gamble to approve Tyler Barlage as the new Design Chair, motion carried.

6. New Business

A. None.

7.Public Comment: Amber Haubert commented that she tried going with an expensive firm for her website and never saw the benefit. She has worked with Jason Denovich and he has done a great and economical job on the Global Coffee website and she would hope the board would consider the less expensive option. She also discussed getting interns or other volunteers that will help with websites, photos and other downtown promotional projects for free or low cost. If we are to save money on the website that will leave more funds available for new benches and trash cans. Monica Ladiski announced that she is teaming will Jessie Salters from Wolf pack to put on a Women's Health Event. The event will be November 18th at the UAW Hall and she will be getting more information out and is looking for sponsors. Jenina Halitsky wanted to thank everyone that came out to her ribbon cutting last Saturday. She really appreciates the support.

Motion to adjourn made by Erika Hayes, seconded by Nancy McKinley, motion carried, meeting adjourned at 12:39pm.

Next Meeting November 1, 2023



*Principal Shopping District and Downtown Development Authority 100
E. State, PO Box 477 – St. Johns, MI – 48879*
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Events Committee Meeting Minutes

October 12, 2023 8:00 am

Members Attending: Nancy McKinley, Brent Hurst, Corrine Trimbach, Tracy Kossaras,

Others: Heather Hanover

- 1) Thursday Farmers Market: Not very well received, will not be doing again next year.
- 2) Event So Good It's Scary, is October 31, 3:30 to 5:30 pm. Next year Corrine would like to do a scarecrow contest, we need to start this in say May to get everyone thinking. Should we sell Hot dogs? Corrine will think about it and see if she can get some help. We will have music and maybe ghosts.
- 3) ST Nick Parade: Heather ordered the light up toys and they are in. Do we want the same St Nick(Dean Paska) yes, Heather will call him. Cookie making and face painting are best at Main Street, Heather will reserve the room. We should give Cupcakes and Kisses first crack it the cookie decorating, if they don't want it, we could ask San Miquel Cookies who attended all of our Thursday Markets. Brent talked about a hula hoop group cost around \$150. We would like bonfires on the corners again and possibly do a food drive at the gingerbread house for the basic need center. The Lions and the Knights of Columbus will be doing Chili and we should do the hot dog cart again. The committee also discussed who to have as Saint of the Year and it was decided to select John Serrine. There was discussion on how we can tie into the chamber craft event that is on December 2nd at the high school. Maybe a sign or some maps.
- 4) Bands: we need to start lining up bands for next year's Mint Festival right away. Star Farm has been discussed. Brent knows someone from the band and he will contact them.



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Executive Committee Meeting Minutes **October 17, 2023**

Members attending: Jason Butler, Tracy Kossaras, Bruce Delong, Corinne Trimbach and Chad Gamble

Others: Heather Hanover

1. Façade Grants: The new façade grant season has started. The form is out there and the deadline is January 15th. The grant for Keith Konoval's renovation for this year is in Keith's hands and he is excited to get going. He still needs to sign it and return it. We awarded a grant to Jet Speed and they are quickly approaching their end date on the contract and have not started the renovation. Should we extend the deadline or move that money to another project. We would like to see it completed; Heather will talk with Jim from Jet Speed to see what the situation is.
2. The Social District Meeting Management Plan developed by the Social District Committee was presented. It will be included in the packet for the whole board to review. There was discussion on all the fees involved. There is a \$250 license fee and a onetime \$70 inspection fee per establishment that participates. There is also the cost of the stickers for the cups and the signage that is needed to define the social district boundaries. We will ask the board what cost they will cover. Bruce will look into the cost for a signage.
3. Other items for the agenda: Heather has been talking to new downtown business owner Moncia Ladiski and she would like to have a Holiday Mixer. Heather is talking to the brewery to find a slow night in early December that could accommodate the mixer. Jason said he would be happy to sponsor the event. Chad mentioned that the city has decided on a new logo and the parking signs downtown should be going up by Thanksgiving. There was also discussion about leveling pavers in the downtown. Dave Ritter was contacted and he said he did give the city a price per bump out. He will also provide a square footage price.



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Marketing Committee Minutes
October 12, 2023
9am PSD Office

Committee Members Present: Emily Baudoux, Ethan Painter, Brent Hurst and Monica Ladiski
Others Present: Heather Hanover

1. Website: The board had some questions about the options for the website and the maintenance. The committee discussed long term maintenance and the costs. They would also like to get a multiyear commitment in writing. There was also discussion on if we could make the current website have a more attractive face. Do we need 2 websites. We are trying to reach two separate audiences. The PSD/DDA business dealings are not really interesting to the general public that is looking for things to do. Ethan will add to his proposal what he is willing to do for the PSD/ DDA and what is included in the price and for how long. There was also discussion on how we gather content for the website, such as a drop box and how we instruct everyone on its use and input of information. We may need some sort of class on this for the downtown businesses.
2. Holiday Promotion/Commercials: The St Johns PSD has generally worked with WLNS for holiday commercials. We did put in our budget \$5000 to do the Holiday coop program again. There was discussion on a second proposal from Fox 47. The cost is more but it does cover more commercials. Brent has had good luck with Fox and had great results for the Fall Festival. There was discussion on pricing and the different programs WLNS has to offer. It was decided to go with WLNS this year because the cost was more affordable for the businesses. Brent will talk with Christina at Fox about different options for next year.
3. Year-round t-shirts, mugs and other downtown merch. Vicki was not able to attend today but does have some ideas for the merch. Brent stated that Sports Stop handles merchandise for their business and they do it through online ordering so you don't have to carry a lot of inventory
4. Flyer for St Nick Parade. The city intern has developed a flyer, looks good.

PERIOD ENDING 10/31/2023

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023	ACTIVITY FOR MONTH 10/31/23	AVAILABLE BALANCE	% BDGT USED
Fund 681 - PRINCIPAL SHOPPING DISTRICT							
Revenues							
Dept 000 - REVENUE							
681-000-544.005	GRANTS	26,500.00	0.00	0.00	0.00	0.00	0.00
681-000-665.000	INTEREST EARNED/INVESTMENTS	244.79	0.00	22.50	0.90	(22.50)	100.00
681-000-671.000	MISCELLANEOUS REVENUE	0.00	0.00	600.00	600.00	(600.00)	100.00
681-000-671.007	FARMERS' MARKET	2,126.29	1,500.00	1,427.69	0.00	72.31	95.18
681-000-671.010	CAR SHOWS	1,968.07	2,000.00	3,848.31	0.00	(1,848.31)	192.42
681-000-671.018	MINT FESTIVAL	27,361.96	25,000.00	40,642.65	0.00	(15,642.65)	162.57
681-000-671.024	WINTER FESTIVAL	4,038.75	2,000.00	0.00	0.00	2,000.00	0.00
681-000-671.026	SOAP BOX DERBY	0.00	0.00	0.00	0.00	0.00	0.00
681-000-671.028	BALL DROP	0.00	0.00	0.00	0.00	0.00	0.00
681-000-671.031	MARKETING CO-OP	3,750.00	2,500.00	250.00	0.00	2,250.00	10.00
681-000-671.032	FALL FESTIVAL	0.00	0.00	0.00	0.00	0.00	0.00
681-000-671.033	SPRING FESTIVAL	0.00	0.00	0.00	0.00	0.00	0.00
681-000-672.000	SPECIAL ASSESSMENTS	0.00	0.00	0.00	0.00	0.00	0.00
681-000-672.006	DOWNTOWN BUSINESS DISTRICT	36,050.00	38,975.00	33,775.00	29.77	5,200.00	86.66
681-000-675.005	CORPORATE SPONSORS	0.00	0.00	0.00	0.00	0.00	0.00
681-000-675.008	MURALS & SCULPTURES	0.00	0.00	0.00	0.00	0.00	0.00
681-000-699.001	FUND BALANCE/RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
681-000-699.035	TRANSFER FROM GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		102,039.86	71,975.00	80,566.15	630.67	(8,591.15)	111.94
TOTAL REVENUES		102,039.86	71,975.00	80,566.15	630.67	(8,591.15)	111.94
Expenditures							
Dept 173 - ADMINISTRATION DEPARTMENT							
681-173-729.000	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00
681-173-730.000	OFFICE SUPPLIES/ADM	0.00	100.00	24.48	24.48	75.52	24.48
681-173-751.000	EVENT COLLABORATION	808.07	1,000.00	0.00	0.00	1,000.00	0.00
681-173-751.001	FARMERS' MARKET	1,260.00	1,800.00	481.39	149.62	1,318.61	26.74
681-173-751.002	CAR SHOWS	980.00	1,500.00	3,402.75	0.00	(1,902.75)	226.85
681-173-751.003	MINT FESTIVAL	21,386.50	20,000.00	14,596.64	0.00	5,403.36	72.98
681-173-751.007	WINTER FESTIVAL	2,961.37	3,000.00	470.55	0.00	2,529.45	15.69
681-173-751.008	SOAP BOX DERBY	0.00	0.00	0.00	0.00	0.00	0.00
681-173-751.009	BALL DROP	0.00	0.00	0.00	0.00	0.00	0.00
681-173-751.010	FALL FESTIVAL	0.00	0.00	500.00	0.00	(500.00)	100.00
681-173-751.011	SPRING FESTIVAL	0.00	0.00	0.00	0.00	0.00	0.00
681-173-804.000	ADMINISTRATION CHARGES	3,940.00	4,600.00	1,150.00	0.00	3,450.00	25.00
681-173-814.002	WEBSITE	948.00	700.00	948.00	0.00	700.00	0.00
681-173-818.000	CONTRACTUAL SERVICES	14,199.99	11,500.00	4,519.97	0.00	6,980.03	39.30
681-173-818.040	DOWNTOWN IMPROVEMENT	2,053.94	8,300.00	1,193.14	1,000.00	7,106.86	14.38
681-173-826.086	AUDIT FEES	0.00	500.00	0.00	0.00	500.00	0.00
681-173-853.004	MONTHLY & LONG DISTANCE SERV	883.84	500.00	257.13	54.95	242.87	51.43
681-173-870.001	MARKETING	9,795.05	8,500.00	2,556.53	150.00	5,943.47	30.08
681-173-870.007	GRANTS	25,000.00	0.00	0.00	0.00	0.00	0.00
681-173-870.008	MUSIC	2,530.24	1,000.00	600.00	0.00	400.00	60.00
681-173-870.009	MARKETING CO-OP	0.00	5,000.00	0.00	0.00	5,000.00	0.00
681-173-900.000	PRINT AND PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00
681-173-956.000	MISCELLANEOUS	13.09	0.00	205.81	205.81	(205.81)	100.00
681-173-960.000	EDUCATION AND TRAINING	450.00	1,000.00	0.00	0.00	1,000.00	0.00
681-173-961.000	PROFESSIONAL DUES	0.00	200.00	0.00	0.00	200.00	0.00
681-173-985.000	CAPITAL OUTLAY	0.00	4,000.00	3,794.94	0.00	205.06	94.87
Total Dept 173 - ADMINISTRATION DEPARTMENT		87,210.09	73,200.00	33,753.33	1,584.86	39,446.67	46.11

REVENUE AND EXPENDITURE REPORT FOR CITY OF ST. JOHNS
 PERIOD ENDING 10/31/2023

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023	ACTIVITY FOR MONTH 10/31/23	AVAILABLE BALANCE	% BDGT USED
Fund 681 - PRINCIPAL SHOPPING DISTRICT							
Expenditures							
TOTAL EXPENDITURES		87,210.09	73,200.00	33,753.33	1,584.86	39,446.67	46.11
Fund 681 - PRINCIPAL SHOPPING DISTRICT:							
TOTAL REVENUES		102,039.86	71,975.00	80,566.15	630.67	(8,591.15)	111.94
TOTAL EXPENDITURES		87,210.09	73,200.00	33,753.33	1,584.86	39,446.67	46.11
NET OF REVENUES & EXPENDITURES		14,829.77	(1,225.00)	46,812.82	(954.19)	(48,037.82)	3,821.45
TOTAL REVENUES - ALL FUNDS		167,634.39	121,803.29	130,285.72	630.67	(8,482.43)	106.96
TOTAL EXPENDITURES - ALL FUNDS		112,599.32	167,903.00	45,564.42	1,584.86	122,338.58	27.14
NET OF REVENUES & EXPENDITURES		55,035.07	(46,099.71)	84,721.30	(954.19)	(130,821.01)	183.78

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 681 PRINCIPAL SHOPPING DISTRICT							
07/01/2023			681-000-002.000 CASH - IMM/PRI ACCT 1289		BEG. BALANCE		19,784.25
07/10/2023	CD	CHK	Check: 03 62196	62196		200.00	19,584.25
07/11/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 07/11/2023		250.00		19,834.25
07/12/2023	CD	CHK	Check: 03 7038	7038(A)		13.11	19,821.14
07/15/2023	GJ	JE	RECORD CASH TRANSFERS	14074	4,200.00		24,021.14
07/21/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 07/21/2023		514.00		24,535.14
07/25/2023	CD	CHK	Check: 03 62217	62217		500.00	24,035.14
07/26/2023	CD	CHK	Check: 03 100114	100114(E)		80.39	23,954.75
07/28/2023	CD	CHK	Check: 03 7061	7061(A)		958.34	22,996.41
07/31/2023	GJ	JE	RECORD CASH TRANSFERS	14083	7,175.00		30,171.41
08/01/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/01/2023		250.00		30,421.41
08/08/2023	CD	CHK	Check: 03 62244	62244		500.00	29,921.41
08/08/2023	CD	CHK	Check: 03 62245	62245		5,670.75	24,250.66
08/08/2023	CD	CHK	Check: 03 62246	62246		500.00	23,750.66
08/08/2023	CD	CHK	Check: 03 62248	62248		800.00	22,950.66
08/08/2023	CD	CHK	Check: 03 62250	62250		1,250.00	21,700.66
08/08/2023	CD	CHK	Check: 03 62251	62251		1,200.00	20,500.66
08/10/2023	CD	CHK	Check: 03 62255	62255		200.00	20,300.66
08/11/2023	CD	CHK	Check: 03 7088	7088(A)		686.63	19,614.03
08/15/2023	GJ	JE	RECORD CASH TRANSFERS	14090	20,976.52		40,590.55
08/17/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/17/2023		40,675.71		81,266.26
08/24/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/24/2023		3,452.55		84,718.81
08/25/2023	CD	CHK	Check: 03 100124	100124(E)		80.43	84,638.38
08/29/2023	CD	CHK	Check: 03 62257	62257		525.00	84,113.38
08/29/2023	CD	CHK	Check: 03 62285	62285		212.23	83,901.15
08/29/2023	CD	CHK	Check: 03 62299	62299		1,526.62	82,374.53
08/29/2023	CD	CHK	Check: 03 62303	62303		90.00	82,284.53
08/29/2023	CD	CHK	Check: 03 62330	62330		1,297.25	80,987.28
08/29/2023	CD	CHK	Check: 03 62339	62339		525.00	80,462.28
08/31/2023	CD	CHK	Check: 03 7125	7125(A)		1,129.42	79,332.86
08/31/2023	CD	CHK	Check: 03 7148	7148(A)		255.00	79,077.86
08/31/2023	CD	CHK	Check: 03 7156	7156(A)		360.00	78,717.86
08/31/2023	GJ	JE	RECORD CASH TRANSFERS	14267	808.06		79,525.92
09/06/2023	CD	CHK	Check: 03 62346	62346		155.00	79,370.92
09/06/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/06/2023		50.40		79,421.32
09/15/2023	GJ	JE	RECORD CASH TRANSFERS	14269	607.25		80,028.57
09/19/2023	CD	CHK	Check: 03 62352	62352		500.00	79,528.57
09/19/2023	CD	CHK	Check: 03 62354	62354		200.00	79,328.57
09/26/2023	CD	CHK	Check: 03 62380	62380		500.00	78,828.57
09/26/2023	CD	CHK	Check: 03 62395	62395		119.35	78,709.22
09/26/2023	CD	CHK	Check: 03 62404	62404		523.68	78,185.54
09/26/2023	CD	CHK	Check: 03 100137	100137(E)		41.36	78,144.18
09/26/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/26/2023		894.00		79,038.18
09/28/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/28/2023		81.99		79,120.17
09/29/2023	CD	CHK	Check: 03 7177	7177(A)		2,612.75	76,507.42
09/29/2023	CD	CHK	Check: 03 7191	7191(A)		958.34	75,549.08
09/29/2023	CD	CHK	Check: 03 7209	7209(A)		260.00	75,289.08
09/29/2023	CD	CHK	Check: 03 7217	7217(A)		690.00	74,599.08
10/03/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 10/03/2023		600.00		75,199.08
10/03/2023	CD	CHK	Check: 03 62410	62410		80.44	75,118.64
10/15/2023	GJ	JE	RECORD CASH TRANSFERS	14434	30.67		75,149.31
10/24/2023	CD	CHK	Check: 03 62465	62465		205.81	74,943.50
10/24/2023	CD	CHK	Check: 03 62469	62469		31.77	74,911.73
10/24/2023	CD	CHK	Check: 03 62477	62477		1,249.62	73,662.11
10/24/2023	CD	CHK	Check: 03 62479	62479		1,000.00	72,662.11
10/27/2023	CD	CHK	Check: 03 7251	7251(A)		958.33	71,703.78
10/31/2023			681-000-002.000	END BALANCE	80,566.15	28,646.62	71,703.78
07/01/2023			681-000-002.007 DEBIT CARD-CASH		BEG. BALANCE		(23.79)
07/03/2023	CD	CHK	Check: 24 10484	10484(E)		3,794.94	(3,818.73)
07/13/2023	CD	CHK	Check: 24 10494	10494(E)		149.90	(3,968.63)
08/23/2023	CD	CHK	Check: 24 10516	10516(E)		24.48	(3,993.11)
09/20/2023	CD	CHK	Check: 24 10532	10532(E)		470.55	(4,463.66)
10/31/2023			681-000-002.007	END BALANCE	0.00	4,439.87	(4,463.66)
07/01/2023			681-000-084.015 DUE FROM CURRENT TAX COLLECT		BEG. BALANCE		0.00
07/15/2023	GJ	JE	RECORD CASH TRANSFERS	14074		4,200.00	(4,200.00)
07/15/2023	GJ	JE	RECORD TAX REVENUES	14075	4,200.00		0.00
07/31/2023	GJ	JE	RECORD CASH TRANSFERS	14083		7,175.00	(7,175.00)
07/31/2023	GJ	JE	RECORD TAX REVENUES	14084	7,175.00		0.00
08/15/2023	GJ	JE	RECORD CASH TRANSFERS	14090		20,976.52	(20,976.52)
08/15/2023	GJ	JE	RECORD TAX REVENUES	14091	20,976.52		0.00
08/31/2023	GJ	JE	RECORD CASH TRANSFERS	14267		808.06	(808.06)
08/31/2023	GJ	JE	RECORD TAX REVENUES	14268	808.06		0.00
09/15/2023	GJ	JE	RECORD CASH TRANSFERS	14269		607.25	(607.25)
09/15/2023	GJ	JE	RECORD TAX REVENUES	14270	607.25		0.00
10/15/2023	GJ	JE	RECORD CASH TRANSFERS	14434		30.67	(30.67)
10/15/2023	GJ	JE	RECORD TAX REVENUES	14435	30.67		0.00
10/31/2023			681-000-084.015	END BALANCE	33,797.50	33,797.50	0.00
07/01/2023			681-000-202.000 ACCOUNTS PAYABLE		BEG. BALANCE		(538.11)
07/01/2023	AP	INV	TELEPHONE; 07/2023	07/10/2023		80.39	(618.50)
07/03/2023	AP	INV	HERITAGE HOT DOG CARD, BASIN SINK	0931030742		3,794.94	(4,413.44)
07/03/2023	CD	CHK	Check: 24 10484	10484(E)	3,794.94		(618.50)
07/10/2023	AP	INV	STREET SINGER; 07/18/23	07/10/2023		200.00	(818.50)
07/10/2023	CD	CHK	Check: 03 62196	62196	200.00		(618.50)

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
681-000-202.000 ACCOUNTS PAYABLE							
				(Continued)			
07/11/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 07/2023	JUL2023		958.34	(1,576.84)
07/11/2023	AP	INV	PROMOTION, AD, WEBSITE FEES 08/24/23	02/06/2023		500.00	(2,076.84)
07/12/2023	CD	CHK	Check: 03 7038	7038(A)	13.11		(2,063.73)
07/13/2023	AP	INV	CANVA; SOFTWARE - PSD/DDA	1021012143		149.90	(2,213.63)
07/13/2023	CD	CHK	Check: 24 10494	10494(E)	149.90		(2,063.73)
07/21/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 08/2023	AUG2023		958.33	(3,022.06)
07/25/2023	CD	CHK	Check: 03 62217	62217	500.00		(2,522.06)
07/26/2023	CD	CHK	Check: 03 100114	100114(E)	80.39		(2,441.67)
07/28/2023	CD	CHK	Check: 03 7061	7061(A)	958.34		(1,483.33)
07/31/2023	AP	INV	MINT FEST CAR SHOW FLYERS	46206		90.00	(1,573.33)
08/01/2023	AP	INV	ENTERTAINMENT; MINT FEST 2023	08/01/2023		1,250.00	(2,823.33)
08/01/2023	AP	INV	ENTERTAINMENT; MINT FEST 2023	08/01/2023		500.00	(3,323.33)
08/01/2023	AP	INV	ENTERTAINMENT; MINT FEST	08/01/2023		500.00	(3,823.33)
08/01/2023	AP	INV	ENTERTAINMENT; MINT FEST 2023	08/01/2023		1,200.00	(5,023.33)
08/01/2023	AP	INV	REIMBURSE; HOTDOG CART, LICENSE, INSI	08/01/2023		686.63	(5,709.96)
08/01/2023	AP	INV	REIMBURSE; LICENSE FOR ALCOHOL, HOTDC	07/26/2023		171.09	(5,881.05)
08/03/2023	AP	INV	MINT FEST 2023; BEER/ALCOHOL	W-1045738		5,670.75	(11,551.80)
08/03/2023	AP	INV	CASH FOR MINT FEST 2023; ACTIVITIES	08/2023		800.00	(12,351.80)
08/08/2023	CD	CHK	Check: 03 62244	62244	500.00		(11,851.80)
08/08/2023	CD	CHK	Check: 03 62245	62245	5,670.75		(6,181.05)
08/08/2023	CD	CHK	Check: 03 62246	62246	500.00		(5,681.05)
08/08/2023	CD	CHK	Check: 03 62248	62248	800.00		(4,881.05)
08/08/2023	CD	CHK	Check: 03 62250	62250	1,250.00		(3,631.05)
08/08/2023	CD	CHK	Check: 03 62251	62251	1,200.00		(2,431.05)
08/09/2023	AP	INV	STREET SINGER; 08/16/2023	08/08/2023		200.00	(2,631.05)
08/09/2023	AP	INV	APPAREL, SAFETY GREEN T	186549		255.00	(2,886.05)
08/10/2023	CD	CHK	Check: 03 62255	62255	200.00		(2,686.05)
08/10/2023	AP	INV	ADVERTISING; PSD/DDA	1370021668		360.00	(3,046.05)
08/11/2023	CD	CHK	Check: 03 7088	7088(A)	686.63		(2,359.42)
08/21/2023	AP	INV	TELEPHONE; 08/2023	08/10/2023		80.43	(2,439.85)
08/23/2023	AP	INV	ICE FOR BEVERAGE TENT	08/22/23-DZURKA		54.90	(2,494.75)
08/23/2023	CD	CHK	Check: 24 10516	10516(E)	24.48		(2,470.27)
08/24/2023	AP	INV	BLVD BANNERS, BANNERS FOR STAGE	19932		500.00	(2,970.27)
08/25/2023	CD	CHK	Check: 03 100124	100124(E)	80.43		(2,889.84)
08/29/2023	AP	INV	ICE; BEVERAGE TENT - MINT FEST 2023	08/22/2023		212.23	(3,102.07)
08/29/2023	AP	INV	SALES TAX RETURN FOR SPECIAL EVENTS	08/21/2023		1,297.25	(4,399.32)
08/29/2023	AP	INV	REIMBURSEMENTS FOR MINT FEST; 2023	08/22/2023		1,526.62	(5,925.94)
08/29/2023	AP	INV	POLICY #SE1086612; LIQUOR LIABILITY	450833		525.00	(6,450.94)
08/29/2023	CD	CHK	Check: 03 62257	62257	525.00		(5,925.94)
08/29/2023	CD	CHK	Check: 03 62285	62285	212.23		(5,713.71)
08/29/2023	CD	CHK	Check: 03 62299	62299	1,526.62		(4,187.09)
08/29/2023	CD	CHK	Check: 03 62303	62303	90.00		(4,097.09)
08/29/2023	CD	CHK	Check: 03 62330	62330	1,297.25		(2,799.84)
08/29/2023	CD	CHK	Check: 03 62339	62339	525.00		(2,274.84)
08/31/2023	CD	CHK	Check: 03 7125	7125(A)	1,129.42		(1,145.42)
08/31/2023	CD	CHK	Check: 03 7148	7148(A)	255.00		(890.42)
08/31/2023	CD	CHK	Check: 03 7156	7156(A)	360.00		(530.42)
08/31/2023	AP	INV	ICE & POS FOR BEVERAGE TENT	08/22/23-KOSSARAS		64.45	(594.87)
08/31/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 09/2023	SEP2023		958.34	(1,553.21)
08/31/2023	AP	INV	ADULT SHIRTS/ MILITARY GREEN; PSD	31538		1,904.00	(3,457.21)
08/31/2023	AP	INV	MINT FEST APPAREL; PSD	186726		260.00	(3,717.21)
08/31/2023	AP	INV	AIRE SPOTS; 07/01-07/31 2023	4024735-2		225.00	(3,942.21)
08/31/2023	AP	INV	WEB, NES APP PREROLL; 07/01-07/31 2023	4038373-2		148.68	(4,090.89)
08/31/2023	AP	INV	WED PRIME, EARLY MONING ROTATOR; 07/01-07/31 2023	4041600-2		150.00	(4,240.89)
09/06/2023	AP	INV	HOT DOG CART; LICENSE FEE	09/05/2023		155.00	(4,395.89)
09/06/2023	CD	CHK	Check: 03 62346	62346	155.00		(4,240.89)
09/07/2023	AP	INV	RADIO ADVERTISING; PSD/DDA	21668		690.00	(4,930.89)
09/11/2023	AP	INV	TELEPHONE; 09/2023	09/10/2023		41.36	(4,972.25)
09/12/2023	AP	INV	SPONSORSHIP; FALL FEASTIVAL	09/12/2023		500.00	(5,472.25)
09/13/2023	AP	INV	GILDAN T-SHIRTS; PSD/DDA	31609		708.75	(6,181.00)
09/14/2023	AP	INV	PSD/DDA; MUSIC	09/12/2023		200.00	(6,381.00)
09/19/2023	CD	CHK	Check: 03 62352	62352	500.00		(5,881.00)
09/19/2023	CD	CHK	Check: 03 62354	62354	200.00		(5,681.00)
09/20/2023	AP	INV	PSD/DDA LIGHTS	1304019519		470.55	(6,151.55)
09/20/2023	CD	CHK	Check: 24 10532	10532(E)	470.55		(5,681.00)
09/21/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 10/2023	OCT2023		958.33	(6,639.33)
09/21/2023	AP	INV	AIRE SPOTS; FARMERS' MARKET	4041600-3		150.00	(6,789.33)
09/21/2023	AP	INV	AIRE SPOTS; FARMERS' MARKET	4024735-3		150.00	(6,939.33)
09/21/2023	AP	INV	AIRE SPOTS; PSD/DDA	4097391-1		500.00	(7,439.33)
09/21/2023	AP	INV	WEB PREROLL/ NEWS APP PREROLL; PSD/DI	4038373-3		150.00	(7,589.33)
09/26/2023	CD	CHK	Check: 03 62380	62380	500.00		(7,089.33)
09/26/2023	CD	CHK	Check: 03 62395	62395	119.35		(6,969.98)
09/26/2023	CD	CHK	Check: 03 62404	62404	523.68		(6,446.30)
09/26/2023	CD	CHK	Check: 03 100137	100137(E)	41.36		(6,404.94)
09/27/2023	AP	INV	FARMER'S MARKET SUPPLIES	09/21/23-KOSSARAS		31.77	(6,436.71)
09/29/2023	CD	CHK	Check: 03 7177	7177(A)	2,612.75		(3,823.96)
09/29/2023	CD	CHK	Check: 03 7191	7191(A)	958.34		(2,865.62)
09/29/2023	CD	CHK	Check: 03 7209	7209(A)	260.00		(2,605.62)
09/29/2023	CD	CHK	Check: 03 7217	7217(A)	690.00		(1,915.62)
09/29/2023	AP	INV	PVC PIPE	2308-875546		37.58	(1,953.20)
09/29/2023	AP	INV	PVC PIPE, EYE BOLT	2308-878735		11.54	(1,964.74)
09/29/2023	AP	INV	1000' BRAID ROPE	2308-879964		5.80	(1,970.54)
09/29/2023	AP	INV	CHAIN	2308-880411		25.52	(1,996.06)
10/03/2023	AP	INV	DOWNTOWN DECORATIONS	5176401355		1,000.00	(2,996.06)
10/03/2023	CD	CHK	Check: 03 62410	62410	80.44		(2,915.62)
10/06/2023	AP	INV	BROTHER PRINTER	0821022091		24.48	(2,940.10)
10/09/2023	AP	INV	TELEPHONE; 10/2023	10/10/2023		54.95	(2,995.05)
10/12/2023	AP	INV	WEB, WEB PREROLL, NEWS APP	4038373-4		149.62	(3,144.67)
10/12/2023	AP	INV	AIRE SPOTS; PSD/DDA	4041600-47		150.00	(3,294.67)

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
			681-000-202.000 ACCOUNTS PAYABLE	(Continued)			
10/23/2023	AP	INV	DOWNTOWN RADIO RENEWAL 10/12/23-10/14	X7-1555626011		205.81	(3,500.48)
10/24/2023	CD	CHK	Check: 03 62465	62465	205.81		(3,294.67)
10/24/2023	CD	CHK	Check: 03 62469	62469	31.77		(3,262.90)
10/24/2023	CD	CHK	Check: 03 62477	62477	1,249.62		(2,013.28)
10/24/2023	CD	CHK	Check: 03 62479	62479	1,000.00		(1,013.28)
10/27/2023	CD	CHK	Check: 03 7251	7251 (A)	958.33		(54.95)
10/31/2023			681-000-202.000	END BALANCE	33,086.49	32,603.33	(54.95)
			681-000-214.001 DUE TO GENERAL FUND				
07/01/2023					BEG. BALANCE		(13.09)
07/01/2023	GJ	JE	RECORD QTRLY ADMIN CHARGES	14163		1,150.00	(1,163.09)
10/31/2023			681-000-214.001	END BALANCE	0.00	1,150.00	(1,163.09)
			681-000-390.000 Fund Balance				
07/01/2023					BEG. BALANCE		(4,379.49)
10/31/2023			681-000-390.000	END BALANCE	0.00	0.00	(4,379.49)
			681-000-665.000 INTEREST EARNED/INVESTMENTS				
07/01/2023					BEG. BALANCE		0.00
08/15/2023	GJ	JE	RECORD TAX REVENUES	14091		1.52	(1.52)
08/31/2023	GJ	JE	RECORD TAX REVENUES	14268		8.06	(9.58)
09/15/2023	GJ	JE	RECORD TAX REVENUES	14270		12.02	(21.60)
10/15/2023	GJ	JE	RECORD TAX REVENUES	14435		0.90	(22.50)
10/31/2023			681-000-665.000	END BALANCE	0.00	22.50	(22.50)
			681-000-671.000 MISCELLANEOUS REVENUE				
07/01/2023					BEG. BALANCE		0.00
08/24/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/24/2023			1,400.00	(1,400.00)
08/24/2023	GJ	JE	TO RECLASS CAR SHOW REVENUE	14164	1,400.00		0.00
10/03/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 10/03/2023			600.00	(600.00)
10/31/2023			681-000-671.000	END BALANCE	1,400.00	2,000.00	(600.00)
			681-000-671.007 FARMERS' MARKET				
07/01/2023					BEG. BALANCE		0.00
07/21/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 07/21/2023			514.00	(514.00)
09/26/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/26/2023			894.00	(1,408.00)
09/28/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/28/2023			19.69	(1,427.69)
10/31/2023			681-000-671.007	END BALANCE	0.00	1,427.69	(1,427.69)
			681-000-671.010 CAR SHOWS				
07/01/2023					BEG. BALANCE		0.00
08/17/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/17/2023			2,140.00	(2,140.00)
08/17/2023	GJ	JE	RECLASS SQUARE PAYMENTS RECEIVED	14314	246.01		(2,386.01)
08/24/2023	GJ	JE	TO RECLASS CAR SHOW REVENUE	14164	1,400.00		(3,786.01)
09/28/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/28/2023			62.30	(3,848.31)
10/31/2023			681-000-671.010	END BALANCE	0.00	3,848.31	(3,848.31)
			681-000-671.018 MINT FESTIVAL				
07/01/2023					BEG. BALANCE		0.00
08/01/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/01/2023			250.00	(250.00)
08/17/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/17/2023			38,535.71	(38,785.71)
08/17/2023	GJ	JE	RECLASS SQUARE PAYMENTS RECEIVED	14314	246.01		(38,539.70)
08/24/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/24/2023			2,052.55	(40,592.25)
09/06/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/06/2023			50.40	(40,642.65)
10/31/2023			681-000-671.018	END BALANCE	246.01	40,888.66	(40,642.65)
			681-000-671.031 MARKETING CO-OP				
07/01/2023					BEG. BALANCE		0.00
07/11/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 07/11/2023			250.00	(250.00)
10/31/2023			681-000-671.031	END BALANCE	0.00	250.00	(250.00)
			681-000-672.006 DOWNTOWN BUSINESS DISTRICT				
07/01/2023					BEG. BALANCE		0.00
07/15/2023	GJ	JE	RECORD TAX REVENUES	14075		4,200.00	(4,200.00)
07/31/2023	GJ	JE	RECORD TAX REVENUES	14084		7,175.00	(11,375.00)
08/15/2023	GJ	JE	RECORD TAX REVENUES	14091		20,975.00	(32,350.00)
08/31/2023	GJ	JE	RECORD TAX REVENUES	14268		800.00	(33,150.00)
09/15/2023	GJ	JE	RECORD TAX REVENUES	14270		595.23	(33,745.23)
10/15/2023	GJ	JE	RECORD TAX REVENUES	14435		29.77	(33,775.00)
10/31/2023			681-000-672.006	END BALANCE	0.00	33,775.00	(33,775.00)
			681-173-730.000 OFFICE SUPPLIES/ADM				
07/01/2023					BEG. BALANCE		0.00
10/06/2023	AP	INV	BROTHER PRINTER	0821022091	24.48		24.48
10/31/2023			681-173-730.000	END BALANCE	24.48	0.00	24.48
			681-173-751.001 FARMERS' MARKET				
07/01/2023					BEG. BALANCE		0.00
09/21/2023	AP	INV	AIRED SPOTS; FARMERS' MARKET	4041600-3	150.00		150.00
09/21/2023	AP	INV	AIRED SPOTS; FARMERS' MARKET	4024735-3	150.00		300.00
09/27/2023	AP	INV	FARMER'S MARKET SUPPLIES	09/21/23-KOSSARAS	31.77		331.77
10/12/2023	AP	INV	WEB, WEB PREROLL, NEWS APP	4038373-4	149.62		481.39
10/31/2023			681-173-751.001	END BALANCE	481.39	0.00	481.39
			681-173-751.002 CAR SHOWS				
07/01/2023					BEG. BALANCE		0.00
07/11/2023	AP	INV	PROMOTION, AD, WEBSITE FEES 08/24/23	02/06/2023	500.00		500.00
07/31/2023	AP	INV	MINT FEST CAR SHOW FLYERS	46206	90.00		590.00
08/03/2023	AP	INV	CASH FOR MINT FEST 2023; ACTIVITIES	08/2023	200.00		790.00
08/31/2023	AP	INV	ADULT SHIRTS/ MILITARY GREEN; PSD	31538	1,904.00		2,694.00
09/13/2023	AP	INV	GILDAN T-SHIRTS; PSD/DDA	31609	708.75		3,402.75
10/31/2023			681-173-751.002	END BALANCE	3,402.75	0.00	3,402.75

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
07/01/2023			681-173-751.003 MINT FESTIVAL		BEG. BALANCE		0.00
08/01/2023	AP	INV	ENTERTAINMENT; MINT FEST 2023	08/01/2023	1,250.00		1,250.00
08/01/2023	AP	INV	ENTERTAINMENT; MINT FEST 2023	08/01/2023	500.00		1,750.00
08/01/2023	AP	INV	ENTERTAINMENT; MINT FEST	08/01/2023	500.00		2,250.00
08/01/2023	AP	INV	ENTERTAINMENT; MINT FEST 2023	08/01/2023	1,200.00		3,450.00
08/01/2023	AP	INV	REIMBURSE; LICENSE FOR ALCOHOL, HOTDOG	07/26/2023	100.00		3,550.00
08/03/2023	AP	INV	MINT FEST 2023; BEER/ALCOHOL	W-1045738	5,670.75		9,220.75
08/03/2023	AP	INV	CASH FOR MINT FEST 2023; ACTIVITIES	08/2023	600.00		9,820.75
08/09/2023	AP	INV	APPAREL, SAFETY GREEN T	186549	255.00		10,075.75
08/23/2023	AP	INV	ICE FOR BEVERAGE TENT	08/22/23-DZURKA	54.90		10,130.65
08/24/2023	AP	INV	BLVD BANNERS, BANNERS FOR STAGE	19932	500.00		10,630.65
08/29/2023	AP	INV	ICE; BEVERAGE TENT - MINT FEST 2023	08/22/2023	212.23		10,842.88
08/29/2023	AP	INV	SALES TAX RETURN FOR SPECIAL EVENTS	08/21/2023	1,297.25		12,140.13
08/29/2023	AP	INV	REIMBURSEMENTS FOR MINT FEST; 2023	08/22/2023	1,526.62		13,666.75
08/29/2023	AP	INV	POLICY #SE1086612; LIQUOR LIABILITY	450833	525.00		14,191.75
08/31/2023	AP	INV	ICE & POS FOR BEVERAGE TENT	08/22/23-KOSSARAS	64.45		14,256.20
08/31/2023	AP	INV	MINT FEST APPAREL; PSD	186726	260.00		14,516.20
09/29/2023	AP	INV	PVC PIPE	2308-875546	37.58		14,553.78
09/29/2023	AP	INV	PVC PIPE, EYE BOLT	2308-878735	11.54		14,565.32
09/29/2023	AP	INV	1000' BRAID ROPE	2308-879964	5.80		14,571.12
09/29/2023	AP	INV	CHAIN	2308-880411	25.52		14,596.64
10/31/2023			681-173-751.003	END BALANCE	14,596.64	0.00	14,596.64
07/01/2023			681-173-751.007 WINTER FESTIVAL		BEG. BALANCE		0.00
09/20/2023	AP	INV	PSD/DDA LIGHTS	1304019519	470.55		470.55
10/31/2023			681-173-751.007	END BALANCE	470.55	0.00	470.55
07/01/2023			681-173-751.010 FALL FESTIVAL		BEG. BALANCE		0.00
09/12/2023	AP	INV	SPONSORSHIP; FALL FEASTIVAL	09/12/2023	500.00		500.00
10/31/2023			681-173-751.010	END BALANCE	500.00	0.00	500.00
07/01/2023			681-173-804.000 ADMINISTRATION CHARGES		BEG. BALANCE		0.00
07/01/2023	GJ	JE	RECORD QTRLY ADMIN CHARGES	14163	1,150.00		1,150.00
10/31/2023			681-173-804.000	END BALANCE	1,150.00	0.00	1,150.00
07/01/2023			681-173-818.000 CONTRACTUAL SERVICES		BEG. BALANCE		0.00
07/11/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 07/2023	JUL2023	958.34		958.34
07/21/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 08/2023	AUG2023	958.33		1,916.67
08/01/2023	AP	INV	REIMBURSE; HOTDOG CART, LICENSE, INSI	08/01/2023	686.63		2,603.30
08/31/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 09/2023	SEP2023	958.34		3,561.64
09/21/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 10/2023	OCT2023	958.33		4,519.97
10/31/2023			681-173-818.000	END BALANCE	4,519.97	0.00	4,519.97
07/01/2023			681-173-818.040 DOWNTOWN IMPROVEMENT		BEG. BALANCE		0.00
08/01/2023	AP	INV	REIMBURSE; LICENSE FOR ALCOHOL, HOTDOG	07/26/2023	38.14		38.14
09/06/2023	AP	INV	HOT DOG CART; LICENSE FEE	09/05/2023	155.00		193.14
10/03/2023	AP	INV	DOWNTOWN DECORATIONS	5176401355	1,000.00		1,193.14
10/31/2023			681-173-818.040	END BALANCE	1,193.14	0.00	1,193.14
07/01/2023			681-173-853.004 MONTHLY & LONG DISTANCE SERV		BEG. BALANCE		0.00
07/01/2023	AP	INV	TELEPHONE; 07/2023	07/10/2023	80.39		80.39
08/21/2023	AP	INV	TELEPHONE; 08/2023	08/10/2023	80.43		160.82
09/11/2023	AP	INV	TELEPHONE; 09/2023	09/10/2023	41.36		202.18
10/09/2023	AP	INV	TELEPHONE; 10/2023	10/10/2023	54.95		257.13
10/31/2023			681-173-853.004	END BALANCE	257.13	0.00	257.13
07/01/2023			681-173-870.001 MARKETING		BEG. BALANCE		0.00
07/13/2023	AP	INV	CANVA; SOFTWARE - PSD/DDA	1021012143	149.90		149.90
08/01/2023	AP	INV	REIMBURSE; LICENSE FOR ALCOHOL, HOTDOG	07/26/2023	32.95		182.85
08/10/2023	AP	INV	ADVERTISING; PSD/DDA	1370021668	360.00		542.85
08/31/2023	AP	INV	AIRD SPOTS; 07/01-07/31 2023	4024735-2	225.00		767.85
08/31/2023	AP	INV	WEB, NES APP PREROLL; 07/01-07/31 2023	4038373-2	148.68		916.53
08/31/2023	AP	INV	WED PRIME, EARLY MONING ROTATOR; 07/01-07/31 2023	4041600-2	150.00		1,066.53
09/07/2023	AP	INV	RADIO ADVERTISING; PSD/DDA	21668	690.00		1,756.53
09/21/2023	AP	INV	AIRD SPOTS; PSD/DDA	4097391-1	500.00		2,256.53
09/21/2023	AP	INV	WEB PREROLL/ NEWS APP PREROLL; PSD/DI	4038373-3	150.00		2,406.53
10/12/2023	AP	INV	AIRD SPOTS; PSD/DDA	4041600-47	150.00		2,556.53
10/31/2023			681-173-870.001	END BALANCE	2,556.53	0.00	2,556.53
07/01/2023			681-173-870.008 MUSIC		BEG. BALANCE		0.00
07/10/2023	AP	INV	STREET SINGER; 07/18/23	07/10/2023	200.00		200.00
08/09/2023	AP	INV	STREET SINGER; 08/16/2023	08/08/2023	200.00		400.00
09/14/2023	AP	INV	PSD/DDA; MUSIC	09/12/2023	200.00		600.00
10/31/2023			681-173-870.008	END BALANCE	600.00	0.00	600.00
07/01/2023			681-173-956.000 MISCELLANEOUS		BEG. BALANCE		0.00
10/23/2023	AP	INV	DOWNTOWN RADIO RENEWAL 10/12/23-10/14/23	X7-1555626011	205.81		205.81
10/31/2023			681-173-956.000	END BALANCE	205.81	0.00	205.81
07/01/2023			681-173-985.000 CAPITAL OUTLAY		BEG. BALANCE		0.00
07/03/2023	AP	INV	HERITAGE HOT DOG CARD, BASIN SINK	0931030742	3,794.94		3,794.94
10/31/2023			681-173-985.000	END BALANCE	3,794.94	0.00	3,794.94
TOTAL FOR FUND 681 PRINCIPAL SHOPPING DISTRICT					182,849.48	182,849.48	14,829.77

REVENUE AND EXPENDITURE REPORT FOR CITY OF ST. JOHNS
 PERIOD ENDING 10/31/2023

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023	ACTIVITY FOR MONTH 10/31/23	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000 - REVENUE							
248-000-404.000	CURRENT PROPERTY TAX	64,792.47	49,828.29	49,719.57	0.00	108.72	99.78
248-000-543.010	GRANTS	700.00	0.00	0.00	0.00	0.00	0.00
248-000-665.000	INTEREST EARNED/INVESTMENTS	102.06	0.00	0.00	0.00	0.00	0.00
248-000-699.034	FROM RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		65,594.53	49,828.29	49,719.57	0.00	108.72	99.78
TOTAL REVENUES		65,594.53	49,828.29	49,719.57	0.00	108.72	99.78
Expenditures							
Dept 451 - NEW CONSTRUCTION							
248-451-804.000	ADMINISTRATION CHARGES	1,040.00	3,203.00	800.75	0.00	2,402.25	25.00
248-451-818.000	CONTRACTUAL SERVICES	10,999.99	11,500.00	3,833.34	0.00	7,666.66	33.33
248-451-818.040	DOWNTOWN IMPROVEMENT	13,349.24	50,000.00	2,340.00	0.00	47,660.00	4.68
248-451-880.007	FACADE GRANTS	0.00	30,000.00	4,837.00	0.00	25,163.00	16.12
248-451-956.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
248-451-976.001	LAND PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 451 - NEW CONSTRUCTION		25,389.23	94,703.00	11,811.09	0.00	82,891.91	12.47
TOTAL EXPENDITURES		25,389.23	94,703.00	11,811.09	0.00	82,891.91	12.47
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		65,594.53	49,828.29	49,719.57	0.00	108.72	99.78
TOTAL EXPENDITURES		25,389.23	94,703.00	11,811.09	0.00	82,891.91	12.47
NET OF REVENUES & EXPENDITURES		40,205.30	(44,874.71)	37,908.48	0.00	(82,783.19)	84.48

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY							
07/01/2023			248-000-002.000 CASH - IMM/PRI ACCT 1289		BEG. BALANCE		89,827.42
07/15/2023	GJ	JE	TO PAY DDA TAX CAPTURE	14076	18,309.91		108,137.33
07/15/2023	GJ	JE	TO PAY DDA TAX CAPTURE	14076	31,409.66		139,546.99
07/28/2023	CD	CHK	Check: 03 7061	7061(A)		958.33	138,588.66
08/29/2023	CD	CHK	Check: 03 62306	62306		4,837.00	133,751.66
08/31/2023	CD	CHK	Check: 03 7125	7125(A)		958.34	132,793.32
09/26/2023	CD	CHK	Check: 03 62380	62380		2,340.00	130,453.32
09/29/2023	CD	CHK	Check: 03 7191	7191(A)		958.33	129,494.99
10/27/2023	CD	CHK	Check: 03 7251	7251(A)		958.34	128,536.65
10/31/2023			248-000-002.000	END BALANCE	49,719.57	11,010.34	128,536.65
07/01/2023			248-000-202.000 ACCOUNTS PAYABLE		BEG. BALANCE		0.00
07/11/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 07/2023	JUL2023		958.33	(958.33)
07/21/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 08/2023	AUG2023		958.34	(1,916.67)
07/28/2023	CD	CHK	Check: 03 7061	7061(A)	958.33		(958.34)
08/24/2023	AP	INV	BLVD BANNERS, BANNERS FOR STAGE	19932		2,340.00	(3,298.34)
08/29/2023	AP	INV	FACADE GRANT FOR 119 N CLINTON AVE	08/23/2023		4,837.00	(8,135.34)
08/29/2023	CD	CHK	Check: 03 62306	62306	4,837.00		(3,298.34)
08/31/2023	CD	CHK	Check: 03 7125	7125(A)	958.34		(2,340.00)
08/31/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 09/2023	SEP2023		958.33	(3,298.33)
09/21/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 10/2023	OCT2023		958.34	(4,256.67)
09/26/2023	CD	CHK	Check: 03 62380	62380	2,340.00		(1,916.67)
09/29/2023	CD	CHK	Check: 03 7191	7191(A)	958.33		(958.34)
10/27/2023	CD	CHK	Check: 03 7251	7251(A)	958.34		0.00
10/31/2023			248-000-202.000	END BALANCE	11,010.34	11,010.34	0.00
07/01/2023			248-000-214.001 DUE TO GENERAL FUND		BEG. BALANCE		0.00
07/01/2023	GJ	JE	RECORD QTRLY ADMIN CHARGES	14163		80.75	(80.75)
07/01/2023	GJ	JE	CORRECT ADMIN CHARGE FOR DDA	14364		720.00	(800.75)
10/31/2023			248-000-214.001	END BALANCE	0.00	800.75	(800.75)
07/01/2023			248-000-390.000 Fund Balance		BEG. BALANCE		(49,622.12)
10/31/2023			248-000-390.000	END BALANCE	0.00	0.00	(49,622.12)
07/01/2023			248-000-404.000 CURRENT PROPERTY TAX		BEG. BALANCE		0.00
07/15/2023	GJ	JE	TO PAY DDA TAX CAPTURE	14076		18,309.91	(18,309.91)
07/15/2023	GJ	JE	TO PAY DDA TAX CAPTURE	14076		31,409.66	(49,719.57)
10/31/2023			248-000-404.000	END BALANCE	0.00	49,719.57	(49,719.57)
07/01/2023			248-451-804.000 ADMINISTRATION CHARGES		BEG. BALANCE		0.00
07/01/2023	GJ	JE	RECORD QTRLY ADMIN CHARGES	14163		80.75	80.75
07/01/2023	GJ	JE	CORRECT ADMIN CHARGE FOR DDA	14364		720.00	800.75
10/31/2023			248-451-804.000	END BALANCE	800.75	0.00	800.75
07/01/2023			248-451-818.000 CONTRACTUAL SERVICES		BEG. BALANCE		0.00
07/11/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 07/2023	JUL2023	958.33		958.33
07/21/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 08/2023	AUG2023	958.34		1,916.67
08/31/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 09/2023	SEP2023	958.33		2,875.00
09/21/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 10/2023	OCT2023	958.34		3,833.34
10/31/2023			248-451-818.000	END BALANCE	3,833.34	0.00	3,833.34
07/01/2023			248-451-818.040 DOWNTOWN IMPROVEMENT		BEG. BALANCE		0.00
08/24/2023	AP	INV	BLVD BANNERS, BANNERS FOR STAGE	19932	2,340.00		2,340.00
10/31/2023			248-451-818.040	END BALANCE	2,340.00	0.00	2,340.00
07/01/2023			248-451-880.007 FACADE GRANTS		BEG. BALANCE		0.00
08/29/2023	AP	INV	FACADE GRANT FOR 119 N CLINTON AVE	08/23/2023	4,837.00		4,837.00
10/31/2023			248-451-880.007	END BALANCE	4,837.00	0.00	4,837.00
TOTAL FOR FUND 248 DOWNTOWN DEVELOPMENT AUTHORITY					72,541.00	72,541.00	40,205.30



Social District Management Plan

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BACKGROUND

On July 1, 2020, Governor Whitmer signed House Bill 5781 into law creating the Social District Permit. The governing body of a local governmental unit may designate a Social District within its jurisdiction. Qualified licensees whose licensed premises are contiguous to the commons area within the Social District, and that have been approved for and issued a Social District Permit, may sell alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks) on their licensed premises to customers who may then consume the alcoholic liquor within the commons area of the Social District.

The City of St Johns, in an effort to continue the revitalization of the downtown and increase opportunities for business and recreation, is creating a social district that encompasses all qualified licensees within the downtown and allows for consumption at multiple locations throughout the district.

DISTRICT BOUNDARY AND COMMONS AREA(S)

Exhibit B depicts the social district boundary, the commons area(s), and location of qualifying licensees.

Exhibit C includes the names and addresses of all qualified licensees within the social district.

Current qualified licensees include:

- American Legion
- Bruno's Wonder Bar
- Main Street Café
- Sirens Bar
- St Johns Brewing Company
- Swany's Pub and Grub

Additional commons areas may be designated if new qualified licensees are established within the district, enabling a new area to meet the requirements for a commons area as defined in MCL 436.1551(8)(a).

Temporary commons areas may be established in conjunction with events that are to take place within the district boundary. Temporary commons areas must be approved by the City in conjunction with an event application. Temporary commons areas may occur on public streets if the street is closed to all vehicle traffic with the exception of emergency vehicles.

PUBLIC SAFETY

The City of St Johns Police Department will provide law enforcement services to the social district.

The St Johns Fire Department will respond to all fire, rescue, and EMS-related issues within the district.

WASTE MANAGEMENT

Trash receptacles will be available throughout the district and its consumption areas. If needed, new receptacles for permanent/long-term use will be provided and will match those placed elsewhere throughout downtown.

SIGNAGE AND HOURS OF OPERATION

Standard hours of operation will run from 11 am until 10 pm Tuesday – Saturday.

Temporary commons areas may request special hours of operation in conjunction with an event planned within the social district through the City's Special Event Application.

Signage will be placed throughout the social district to denote the boundaries of the district and its designated consumption areas. Some signage may include a QR code linked to a webpage which includes key information pertaining to the social district. Such information may include, but is not limited to: hours of operation, a list of social district permit holders, and any upcoming special events.

Signs may be posted using any of the following methods, where appropriate:

- Using stanchions
- On building walls
- On street lamps or other posts
- At entrances/exits to social district permit holders
- On the sidewalk

Social District Permit Holders will be required to post signage within, or affixed to, their establishment which includes the district standard hours of operations and map of commons areas.

BEVERAGE CONTAINERS

A district logo has been designed and is shown in Exhibit A.

The stickers featuring the logo of the social district will be acquired from the Principal Shopping District (PSD) Executive Director.

Businesses are required to indicate a drink has been sold by their establishment by including the business's logo, trade name, or other feature unique to the social district permittee on the cup itself.

TEMPORARY COMMONS AREAS & SPECIAL EVENTS

Events planned within the social district may request a temporary commons area and special hours of operation in conjunction with the planned event. Temporary commons areas may occur on public streets if the street is closed to all vehicle traffic with the exception of emergency vehicles. Temporary commons areas, special hours of operation, and requests for additional waste management services will be reviewed and approved by the City in conjunction with the standard event application.

Some permanent/fixed district signage may include a QR code link to a webpage where information regarding the social district will be available, including planned alterations to the social district commons areas and hours of operation.

APPLICATION PROCESS AND COMMUNICATION

Each eligible establishment must apply to the State of Michigan for their permit. The permit requires a letter of approval from the local unit of government which would be the City of St Johns. Please contact the PSD for guidance on completing the application(psdcityofjs@gmail.com, 989-224-8944 Ext 233). Social District Permit holders will be required to submit an email address to the PSD for use when communicating important information that pertains to the social district. Such information may include, but is not limited to, upcoming special events and temporary commons areas.

Exhibit A – Social District Logo



Exhibit B – Social District Boundary & Commons Areas



Eligible Social District Establishments

Exhibit C – Qualified Licensees and Addresses

AMERICAN LEGION POST 153

110 E Walker St
St Johns, MI 48879

Bruno's Wonder Bar

226 N Clinton Ave
St Johns, MI 48879

Main Street Café

207 N Clinton Ave
St Johns, MI 48879

Sirens Bar

119 E Walker St
St Johns, MI 48879

St Johns Brewing Company

200 N Clinton Ave
St Johns, MI 48879

Swany's Pub and Grub

310 N Clinton Ave
St Johns, MI 48879



*Principal Shopping District and Downtown Development Authority
100 E. State, PO Box 477 – St. Johns, MI – 48879 (989) 224-8944 ext.
233*

www.DowntownStJohnsMi.com
psdcityofsj@gmail.com

Executive Director Activity for October 2023

- A. Added Agenda to City Website
- B. Posted events and happenings on Downtown and Community Facebook pages
- C. Events Committees meeting, agenda and minutes
- D. Executive Committee meeting, agenda and minutes
- E. Marketing Committee meeting agenda and minutes
- F. Board Meeting, Minutes and agenda
- G. Social District Meeting
- H. Created Social District Management Plan
- I. Chamber Meeting
- J. Reserved Main Street Cafe for St Nick Parade
- K. Talked with Brewery about holiday party
- L. Talked with face painter for parade
- M. Talked with Lions about Chili for parade
- N. Filled license forms for Hot Dog at Halloween
- O. Worked with city intern for Xmas flyer
- P. Created online form for holiday parade
- Q. Turned in Bills and deposits to the City Treasurer
- R. City Council Meetings
- S. Met with Saturday Farmers Market Director
- T. Delivered funds to City
- U. Talked with Jet Speed about their façade grant
- V. Talked with Keith Koneval about his façade grant
- W. Created grant contract for Keith Koneval
- X. Talked with StarFarm about performing at Mint Fest
- Y. Created contract for StarFarm
- Z. Worked with WLNS on Holiday ads
- AA. Talked with Dave Ritter and Pete Motz about leveling pavers
- BB. Signed up a Sant for parade
- CC. Talked with Rotary about hosting Santa at Depot after parade
- DD. Talked with Bob's Auto about carrying reindeer and Santa in parade.
- EE. Talked with Kettle Corn Vendor for St Nick Parade
- FF. Added analytics to Wild Apricot Website
- GG. Created new Façade Grant Form and published it.