



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

www.DowntownStJohnsMi.com  
psdcityofsj@gmail.com

**BOARD OF DIRECTORS  
2021 - 2022**

**Chairman**  
Tyler Barlage  
Community Christian Church

**Vice-Chairman**  
Jason Butler  
Butler Financial

**Secretary-Treasurer**  
Bruce DeLong  
Clinton County Commissioner

**Directors**  
Ed Brandon  
Gilroy's Hardware

Amber Haubert  
Global Coffee

Erika Hayes  
Jackson, Jackson & Hayes, PC

Tracy Kossaras  
Kurt's Appliance

Dave Kudwa  
City of St. Johns, MI

Nancy McKinley  
The Castle Residence

Corinne Trimbach  
Unique Reflections

Craig Smith  
Main Street Café & Pizza

Mariah Leiby  
Salon 989

**COMMITTEES**

**Marketing**  
Tyler Barlage-Chair  
Jason Butler  
Erica Hayes

**Design**  
Amber Haubert-Chair  
Kim Zuehlke  
Mariah Leiby

**Events**  
Mariah Leiby-Chair  
Tyler Barlage  
Tracy Kossaras  
Jason Butler  
Corrine Trimbach

**Executive, Finance, Strategic Planning**  
Tyler Barlage  
Bruce DeLong  
Dave Kudwa  
Jason Butler

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

**AGENDA**  
**Principal Shopping District**  
**May 4, 2022**  
**11: 30 am, At Main Street Cafe**

\* Indicates an attachment

**1. Call to Order**

**2. Additions to the Agenda**

**3. Approval of the Consent Agenda:**

- A. \*Minutes of meeting dated April 6, 2022
- B. \*Minutes from Executive and Event Meetings
- C. \*City of St Johns monthly financial report through April 28, 2022
- D. \*Director's Report

**4. Communications**

- A. Update from St Johns Area Chamber of Commerce.

**5. Old Business**

- A. Spring Fling- YAC

**6. New Business**

- A. Sign for Fire Hall
- B. "It's a Thursday Thing" Concerts(12 Thursdays)
- C. Mint Fest Beverage Tent
- D. Motion to approve application for Liquor License
- E. By-Laws PSD
- F. Mission and Responsibilities for Committees

\*\*\*\*Tomorrows Events Meeting moved to 11:30am

\*\*\*\*Marketing Meeting?

**Next Regular PSD/DDA Board Meeting June 1, 2022 at 11:30 at Main Street Cafe**



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**AGENDA  
Downtown Development Authority  
May 4, 2022**

**Immediately After 11:30 PSD Meeting at Main Street Cafe**

\* Indicates an attachment

**1. Call to Order**

**2. Additions to the Agenda**

**3. Approval of the Consent Agenda:**

- A. \*Minutes of meeting dated April 6,2022
- B. \*City of St Johns monthly financial report through April 28,2022

**4. Communications**

**5. Old Business**

- A. Design Committee Report
- B. Arch Across Main Street- SJACF support

**6. New Business**

- A. Committee Mission Statements and Responsibilities.

**7. Public Comment (please keep to under 3 minutes)**

**Next Regular PSD/DDA Board Meeting Jun1, 2022 at 11:30 at Main Street Cafe**



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**Meeting Minutes**  
**Principal Shopping District**  
**April 6, 2022**

**11:30 am, At Main Street Café**

**BOARD OF DIRECTORS**  
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Jason Butler

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**Members Present:** Amber Haubert, Dave Kudwa, Tracy Kossaras, Corrine Trimbach, Ed Brandon, Bruce Delong, Mariah Leiby, Tyler Barlage, Nancy McKinley, Erica Hayes, Craig Smith and Jason Butler.

**Other Present:** Jason Denovich, Jaime Madar, Steve VanElls, Kim Zuehlke, Liz Janetske, Dave Dirk and Heather Hanover

- 1. Meeting was called to Order by Chairman Barlage at 11:30 Barlage led the group in a prayer for recently passed Chamber Director Brenda Terpening.**
- 2. Additions to the Agenda,** Motion to add PSD Boundary and tax roll changes to the agenda under New Business, was made by Bruce Delong, seconded by Mariah Leiby, motion carried.
- 3. Motion to Approve the Consent Agenda made by Bruce Delong,** seconded by Mariah Leiby, motion carried.
  - A. Minutes of meeting dated March 2, 2022
  - B. Minutes of the Executive, Marketing and Events Committee Meetings
  - C. City of St Johns monthly financial report through March 31,2022
  - D. Director's Report

**4. Communications**

- A. An update of the St Johns Area Chamber activities was given by Jason Denovich. The next Chamber Luncheon is on April 21<sup>th</sup> the presenter will be Alexa Kramer from SBAM. Mariah Leiby is the new Event Coordinator for the Chamber. The chamber is gearing up for the Spring Fling and the Soap Box Derby. Application for the Derby are due next week.

**5. Old Business**

- A. None

**6. New Business**

- A. Budget: The budget for fiscal year 2022-23 was presented. Jason Butler asked about the low balance number. Heather said that is not a balance of the PSD accounts, just the amount of revenue over expenses in the budget. Dave Kudwa pointed out the revenue is up with property values and changes in the tax. Motion by Bruce Delong, seconded by Mariah Leiby to approve the budget as presented.
- B. Spring Fling is on May 7<sup>th</sup>. Mariah stated that she has 20 vendors paid so far. They are still looking for more trucks for touch a truck. But the event is coming together
- C. Pride Event June 18th. There was discussion about the event. It is not a PSD event. The city did give approval. It is hoped the event coordinators will be respectful of the business owners when they are chalking the sidewalks and questions about how the city decides which events to approve.
- D. PSD Boundary and Tax Roll. So that the PSD is in alignment with the DDA we need to adopt the DDA boundaries. Also because of this change we need to rescind the old tax roll and approve a new one for 3 years. So moved by Jason Butler, seconded by Erica Hayes. Motion carried.

Motion to Adjourn made by Mariah Leiby, seconded by Amber Haubert, motion carried.  
Meeting adjourned at 12:04pm **Next Regular Meeting May 4, 2022**



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**Meeting Minutes**  
**Downtown Development Authority**  
**April 6, 2022 Main Street Cafe**

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**Members Present:** Amber Haubert, Dave Kudwa, Tracy Kossaras, Corrine Trimbach, Ed Brandon, Mariah Leiby, Nancy McKinley, Tyler Barlage, Bruce Delong, Erica Hayes, Craig Smith and Jason Butler.

**Other Present:** Jason Denovich, Jaime Madar, Steve VanElls, Dave Kirk, Kim Zuehlke, Liz Janetzke and Heather Hanover

**1. Meeting was called to Order by Vice Chairman Butler at 12:05 pm**

**2. Additions to the Agenda:** Motion by Bruce Delong, seconded by Ed Brandon to approve the agenda as presented, motion carried.

**3. Motion to Approve the Consent Agenda** as presented, made by Bruce Delong seconded by Tracy Kossaras, motion carried.

A. Minutes of meeting dated March 2, 2022

B. City of St Johns monthly financial report through March 31, 2022

**4. Communications**

A. None

**5. Old Business**

A. Design Committee Report: Amber Haubert reported that the ground planters and hanging baskets are in. The ground planters are being stored at Michigan Graphics and Sherry at the Country Store is handling the hanging baskets. Because of the heaviness of the ground planters, they will be filled in place and left there year-round. Amber has a group of volunteers ready to help fill and plant the ground planters. Holland did a test trail of these same planters and they look great. Kim Zuehlke stated that Amber has done a lot of work on this project and she deserves a round of applause, APPLAUSE.

B. Arch across Main Street: Heather announced that she did not apply for the LEAP art grant because it was felt that \$10,000 was not enough money to complete the arch across Mains Street. Dave Kudwa informed her that no one applied and maybe we should try. The city could add \$10,000 and help with engineering. Jason Denovich said that maybe the SJACF could help with a 2-to-3-thousand-dollar grant. Heather asked if the board is interested and would they be willing to kick in \$2500 of the DDA funds? There was discussion of the look and if we will still be able to hang banners.(yes) Motion by Dave Kudwa, seconded by Craig Smith to apply for the LEAP grant and to have the DDA participate, Motion carried with 11 ayes and 1 nay(Jason Butler)

C. By-Laws: There was discussion on the use of the word municipality under Article III section 1. The board would like it changed to "City Commission" in that section. There was also a lot of discussion on Article IX Section 5 on whether the committee meetings should be open to the public. The city attorney stated that although the committee meetings are not required to follow the open meetings act, it is city policy to follow as closely as is possible to keeping the meetings open to the public. There was talk on being efficient with large amounts of attendees and having to listen to varied opinions. Motion by Erica Hayes, seconded by Bruce Delong to keep the language in this section as presented, motion carried 8 to 3 with one abstention, nays: Jason Butler, Amber Haubert and Mariah Leiby. Motion by Bruce Delong, seconded by Ed Brandon to recommend approve of the DDA By-Laws with the one change. Motion carried.

**6. New Business**

A. Budget: The city treasurer and Heather prepared a budget for the DDA. Since income will depend on the new TIF, it is just a very rough number for income. Some of the highlights are money for façade improvements and more hanging baskets if the new

containers work out well. Motion by Erica Hayes, seconded by Bruce DeLong, to approve the DDA Budget for Fiscal year 2022-23, motion carried.

**7. Public Comment:** Tyler Barlage commented that even though we did not all agree today, we are all on the same team and are moving forward. Heather announced that a Ceramic Company will be sharing space at Whimsical by Design and the owner is Brandy Martinez.

**Motion to adjourn DDA meeting** made by Bruce DeLong, seconded by Amber Haubert, motion carried, meeting adjourned at 12:52 pm

**Next Regular Meeting May 4, 2022**



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### **Events Committee Meeting Minutes**

**April 7, 2022**

Members Attending: Corrine Trimbach, Mariah Leiby, Jamie Madar, Nancy McKinley, Jason Butler, Amber Haubert, Tyler Barlage, Kirk Gartside and Heather Hanover

1. Point Person: Talked about having a co-chair of events. We will try to have an event committee member as co-chair for each event.
2. Spring Fling: Mariah has 40 vendors signed up but only 20 have paid. She has a few food trucks but is still looking for large vehicles to help organize vendors. The Library is doing a Tea Party fund raiser the same day. There will be a lot going on.
3. Call in Coalition- this is not an event, we don't really need to do anything
4. Thursday Night Singers: We did not get a grant for the music but we would still like to have 12 concerts. We will ask the board to approve 8 and try to get 4 sponsors. Name of the event "It's a Thursday Thing"
5. Sip n Shop: This was discussed at the Women in Business meeting. Corrine will be the point person. She will shoot for a Thursday in June, when we are having our music also. It is like a girl's night out with shopping.
6. Farmer's Market: There was discussion about the Farmers Market and where it is held. Currently, Shirley Davis is in charge and we just support her with advertising. She prefers to keep it where it is for now.
7. Car Show: Past events chair Kirk Gartside has agreed to be the point person for the car shows. He has plans for sponsors and other activities. He will need some volunteers to help on Car Show days.
8. Mint Fest Moved: Jason Butler would like to move the Beverage tent to Main Street by the Vet Memorial. There was talk of fencing, needing to move everything for the Mint Parade and what to block off. This idea still needs some investigation.
9. Soap Box Derby: It will run from 9-5 hopefully unless there are technical difficulties. There are 5 food trucks coming and Heather has ordered 8 restrooms.





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Executive Committee Meeting Minutes  
April 25, 2022

Members attending: Tyler Barlage, Bruce DeLong, Mariah Leiby and Heather Hanover

1. By Laws for PSD: The current by laws for the PSD are from the Downtown Management Board By-Laws, created in 1998. It was decided to modify the recently approved DDA instead, so they work similarly be similar to the DDA By-laws. Heather will modify the by-laws and send out to the board.
2. Committee Missions and Descriptions: It was decided to not include specifics about committees in the By Laws. But each committee will need to come up a mission statement, description and list of duties for clarity in our policy and procedures.
3. Façade Grant: Ken Harris requested a façade grant for his building at 119 N Clinton. The Façade Grant program was discussed. The formal program has not been presented to all business owners. It was the feeling that the program should be announced first and then grants approved. Although the committee did feel this was a good project. They want to make sure the program is run fairly.
4. Liquor Control Order: Heather will add this to next week's board agenda. We need a formal motion by the board to go along with the application. There was discussion about the move to main street for the beverage tent. There was discussion of fencing, the parade and the car show. Mariah stated that there is a new plan in place and there will be a lot to discuss at the next events meeting.
5. Match on Main: If we apply for this grant again next year, we are supposed to have a prepared Business work sheet that the interested businesses fill out before they are considered. The MEDC has provided a template and there is a section for additional local questions. Do we have any other questions we would like to add to the application? It was decided to ask how this project would help growth of the businesses around the applicant and the district as a whole. Mariah my come up with other questions as she reads it more closely. Heather can always add them to the application.



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Executive Director Activity for April 2022

- A. Added Agenda to City Website
- B. Posted events and happenings on Downtown and Community Facebook pages
- C. Worked on By- Laws for DDA, discussed with city attorney
- D. Worked on By- Laws for PSD
- E. Events Committee meeting, agenda and minutes
- F. Marketing Committee meeting agenda
- G. Executive Committee meeting, agenda and minutes
- H. Collected Spring Banners and delivered them to DPW
- I. Meet with Steve Martin on downtown issues
- J. Distributed Spring Fling Flyers
- K. Turned in Bills and deposits to the City Treasurer
- L. Attended Chamber Meetings
- M. Completed second stage of CRCF grant application
- N. Attended City Council Meeting
- O. Cleaning out more files at office
- P. Board Meeting Minutes and agenda
- Q. Checked with Bands for Mint Fest
- R. Talked with YAC about working at the Spring Fling
- S. Made up dates to Downtown Website
- T. Made changes to Match on Main Application
- U. Talked with Ken Harris about Façade grants
- V. Turned in bills and deposits to city
- W. Added events to the Chamber's City Calendar
- X. Talked with a Farmer's Market Brochure/website
- Y. Meet with SJACF about LEAP Grant
- Z. Letter of supports for LEAP grant



User: KKinDE

DB: City Of St Johns

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2021	2021-22 AMENDED BUDGET	YTD BALANCE 04/30/2022	ACTIVITY FOR MONTH 04/30/22	AVAILABLE BALANCE	% BDGT USED
Fund 681 - PRINCIPAL SHOPPING DISTRICT							
Revenues							
Dept 000 - REVENUE							
681-000-544.005	GRANTS	50,000.00	0.00	0.00	0.00	0.00	0.00
681-000-665.000	INTEREST EARNED/INVESTMENTS	156.61	0.00	187.65	68.32	(187.65)	100.00
681-000-671.000	MISCELLANEOUS REVENUE	4,000.00	2,500.00	0.00	0.00	2,500.00	0.00
681-000-671.007	FARMERS' MARKET	1,184.00	1,300.00	1,351.00	0.00	(51.00)	103.92
681-000-671.010	CAR SHOWS	0.00	2,000.00	2,380.00	0.00	(380.00)	119.00
681-000-671.018	MINT FESTIVAL	0.00	18,000.00	22,058.00	0.00	(4,058.00)	122.54
681-000-671.024	WINTER FESTIVAL	0.00	3,500.00	4,920.00	250.00	(1,420.00)	140.57
681-000-671.026	SOAP BOX DERBY	(2,800.00)	8,000.00	11,150.00	3,150.00	(3,150.00)	139.38
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	0.00	0.00	4,500.00	0.00	(4,500.00)	100.00
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	3,750.00	3,000.00	(3,750.00)	100.00
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	29,622.61	27,000.00	32,575.00	975.97	(5,575.00)	120.65
681-000-675.005	CORPORATE SPONSORS	3,800.00	4,500.00	3,750.00	0.00	750.00	83.33
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		85,963.22	66,800.00	86,621.65	7,444.29	(19,821.65)	129.67
TOTAL REVENUES		85,963.22	66,800.00	86,621.65	7,444.29	(19,821.65)	129.67
Expenditures							
Dept 173 - ADMINISTRATION DEPARTMENT							
681-173-729.000	POSTAGE	0.00	100.00	0.00	0.00	100.00	0.00
681-173-730.000	OFFICE SUPPLIES/ADM	388.76	100.00	0.00	0.00	100.00	0.00
681-173-751.000	EVENT COSTS	300.00	0.00	1,040.00	0.00	(1,040.00)	100.00
681-173-751.001	FARMERS' MARKET	600.00	1,000.00	800.00	0.00	200.00	80.00
681-173-751.002	CAR SHOWS	200.00	2,000.00	1,606.24	0.00	393.76	80.31
681-173-751.003	MINT FESTIVAL	200.00	12,000.00	12,214.98	0.00	(214.98)	101.79
681-173-751.007	WINTER FESTIVAL	7,325.31	6,500.00	4,095.00	0.00	2,405.00	63.00
681-173-751.008	SOAP BOX DERBY	0.00	8,000.00	15,365.32	14,004.40	(7,365.32)	192.07
681-173-751.009	BALL DROP	0.00	1,000.00	0.00	0.00	1,000.00	0.00
681-173-751.010	FALL FESTIVAL	0.00	0.00	590.00	0.00	(590.00)	100.00
681-173-751.011	SPRING FESTIVAL	0.00	0.00	150.00	150.00	(150.00)	100.00
681-173-804.000	ADMINISTRATION CHARGES	2,583.00	2,635.00	1,976.25	0.00	658.75	75.00
681-173-814.002	WEBSITE	150.00	200.00	300.00	0.00	(100.00)	150.00
681-173-818.000	CONTRACTUAL SERVICES	14,018.00	18,900.00	15,300.00	1,575.00	3,600.00	80.95
681-173-818.040	DOWNTOWN IMPROVEMENT	10,446.94	12,000.00	5,472.58	0.00	6,527.42	45.60
681-173-826.086	AUDIT FEES	410.00	410.00	200.00	0.00	210.00	48.78
681-173-853.004	MONTHLY & LONG DISTANCE SERV	299.00	300.00	234.65	50.47	65.35	78.22
681-173-870.001	MARKETING INCENTIVE	13,021.84	5,500.00	12,335.48	0.00	(6,835.48)	224.28
681-173-870.007	GRANTS	50,000.00	0.00	0.00	0.00	0.00	0.00
681-173-870.008	MUSIC	0.00	0.00	0.00	0.00	0.00	0.00
681-173-900.000	PRINT AND PUBLISHING	45.00	0.00	0.00	0.00	0.00	0.00
681-173-956.000	MISCELLANEOUS	7,232.84	6,000.00	2,226.42	0.00	3,773.58	37.11
681-173-960.000	EDUCATION AND TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
681-173-961.000	PROFESSIONAL DUES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 173 - ADMINISTRATION DEPARTMENT		107,220.69	76,645.00	73,906.92	15,779.87	2,738.08	96.43

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Fund 681 - PRINCIPAL SHOPPING DISTRICT							
Expenditures							
TOTAL EXPENDITURES		107,220.69	76,645.00	73,906.92	15,779.87	2,738.08	96.43
Fund 681 - PRINCIPAL SHOPPING DISTRICT:							
TOTAL REVENUES		85,963.22	66,800.00	86,621.65	7,444.29	(19,821.65)	129.67
TOTAL EXPENDITURES		107,220.69	76,645.00	73,906.92	15,779.87	2,738.08	96.43
NET OF REVENUES & EXPENDITURES		(21,257.47)	(9,845.00)	12,714.73	(8,335.58)	(22,559.73)	129.15
TOTAL REVENUES - ALL FUNDS							
TOTAL REVENUES - ALL FUNDS		85,822.43	66,800.00	86,612.49	7,444.29	(19,812.49)	129.66
TOTAL EXPENDITURES - ALL FUNDS		109,705.69	78,982.00	91,662.84	15,954.87	(12,680.84)	116.06
NET OF REVENUES & EXPENDITURES		(23,883.26)	(12,182.00)	(5,050.35)	(8,510.58)	(7,131.65)	41.46

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 681			PRINCIPAL SHOPPING DISTRICT				
07/01/2021			<b>681-000-002.000 CASH - IMM/PRI ACCT 1289</b>		BEG. BALANCE		177,618.03
07/13/2021	CD	CHK	Check: 03 60507	60507		4,250.00	173,368.03
07/13/2021	CD	CHK	Check: 03 60512	60512		200.00	173,168.03
07/13/2021	CD	CHK	Check: 03 60518	60518		150.00	173,018.03
07/15/2021	GJ	JE	RECORD CASH TRANSFERS	12946	5,734.21		178,752.24
07/16/2021	CD	CHK	Check: 03 5330	5330(A)		23.00	178,729.24
07/26/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 07/26/2021		1,000.00		179,729.24
07/27/2021	CD	CHK	Check: 03 60542	60542		1,200.00	178,529.24
07/27/2021	CD	CHK	Check: 03 60562	60562		1,000.00	177,529.24
07/30/2021	CD	CHK	Check: 03 5346	5346(A)		1,500.00	176,029.24
07/31/2021	GJ	JE	RECORD CASH TRANSFERS	12951	7,500.00		183,529.24
08/05/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/05/2021		1,000.00		184,529.24
08/10/2021	CD	CHK	Check: 03 60583	60583		1,550.00	182,979.24
08/10/2021	CD	CHK	Check: 03 60602	60602		100.00	182,879.24
08/12/2021	CD	CHK	Check: 03 60612	60612		8,340.90	174,538.34
08/12/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/12/2021		500.00		175,038.34
08/12/2021	GJ	JE	RECORD CASH TRANSFERS	12978	11,050.00		186,088.34
08/12/2021	CD	CHK	Check: 03 60661	60661		3,323.65	182,764.69
08/13/2021	CD	CHK	Check: 03 5372	5372(A)		1,000.00	181,764.69
08/13/2021	CD	CHK	Check: 03 5402	5402(A)		23.00	181,741.69
08/18/2021	CD	VOID	Check: 03 60612	60612	8,340.90		190,082.59
08/23/2021	CD	CHK	Check: 03 60614	60614		3,323.65	186,758.94
08/24/2021	CD	CHK	Check: 03 60623	60623		290.00	186,468.94
08/24/2021	CD	CHK	Check: 03 60633	60633		334.30	186,134.64
08/24/2021	CD	CHK	Check: 03 60646	60646		150.00	185,984.64
08/24/2021	CD	CHK	Check: 03 60654	60654		860.83	185,123.81
08/25/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/25/2021		23,138.00		208,261.81
08/25/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/25/2021		1,300.00		209,561.81
08/27/2021	CD	CHK	Check: 03 5416	5416(A)		1,500.00	208,061.81
08/31/2021	CD	VOID	Check: 03 60614	60614	3,323.65		211,385.46
08/31/2021	GJ	JE	RECORD CASH TRANSFERS	13049	3,182.83		214,568.29
09/10/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/10/2021		856.00		215,424.29
09/14/2021	CD	CHK	Check: 03 60686	60686		150.00	215,274.29
09/14/2021	CD	CHK	Check: 03 60718	60718		1,050.00	214,224.29
09/15/2021	GJ	JE	RECORD CASH TRANSFERS	13082	1,401.71		215,626.00
09/17/2021	CD	CHK	Check: 03 5435	5435(A)		3,046.20	212,579.80
09/17/2021	CD	CHK	Check: 03 5453	5453(A)		100.00	212,479.80
09/17/2021	CD	CHK	Check: 03 5473	5473(A)		23.00	212,456.80
09/23/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/23/2021		500.00		212,956.80
09/28/2021	CD	CHK	Check: 03 60730	60730		2,735.98	210,220.82
09/28/2021	CD	CHK	Check: 03 60745	60745		150.00	210,070.82
09/28/2021	CD	CHK	Check: 03 60754	60754		1,895.48	208,175.34
09/30/2021	CD	CHK	Check: 03 5475	5475(A)		590.00	207,585.34
09/30/2021	CD	CHK	Check: 03 5483	5483(A)		1,232.00	206,353.34
09/30/2021	CD	CHK	Check: 03 5488	5488(A)		1,500.00	204,853.34
09/30/2021	GJ	JE	RECORD CASH TRANSFERS	13155	714.09		205,567.43
10/12/2021	CD	CHK	Check: 03 60781	60781		23.00	205,544.43
10/14/2021	CD	CHK	Check: 03 60786	60786		150.00	205,394.43
10/15/2021	GJ	JE	RECORD CASH TRANSFERS	13199	1,071.56		206,465.99
10/26/2021	CD	CHK	Check: 03 60802	60802		210.00	206,255.99
10/26/2021	CD	CHK	Check: 03 60808	60808		191.24	206,064.75
10/26/2021	CD	CHK	Check: 03 60815	60815		100.00	205,964.75
10/26/2021	GJ	JE	TO CLEAR DUE TO/FROM	13216		160,070.53	45,894.22
10/28/2021	CD	CHK	Check: 03 5561	5561(A)		1,524.24	44,369.98
10/28/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 10/28/2021		1,250.00		45,619.98
10/31/2021	GJ	JE	RECORD CASH TRANSFERS	13237	370.77		45,990.75
11/03/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/03/2021		495.00		46,485.75
11/15/2021	CD	CHK	Check: 03 60857	60857		700.00	45,785.75
11/15/2021	CD	CHK	Check: 03 60858	60858		2,100.00	43,685.75
11/15/2021	CD	CHK	Check: 03 60859	60859		7,190.00	36,495.75
11/15/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/15/2021		4,600.00		41,095.75
11/15/2021	GJ	JE	RECORD CASH TRANSFERS	13259	146.44		41,242.19
11/23/2021	CD	CHK	Check: 03 60868	60868		315.00	40,927.19
11/23/2021	CD	CHK	Check: 03 60882	60882		100.00	40,827.19
11/24/2021	CD	CHK	Check: 03 5629	5629(A)		2,707.00	38,120.19
11/24/2021	CD	CHK	Check: 03 5648	5648(A)		23.00	38,097.19
12/01/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/01/2021		8,820.00		46,917.19
12/02/2021	CD	CHK	Check: 03 60889	60889		200.00	46,717.19
12/02/2021	CD	CHK	Check: 03 60891	60891		100.00	46,617.19
12/02/2021	CD	CHK	Check: 03 60892	60892		200.00	46,417.19
12/02/2021	CD	CHK	Check: 03 60893	60893		200.00	46,217.19
12/14/2021	CD	CHK	Check: 03 60914	60914		2,670.00	43,547.19
12/15/2021	GJ	JE	RECORD CASH TRANSFERS	13291	96.82		43,644.01
12/17/2021	CD	CHK	Check: 03 5686	5686(A)		23.18	43,620.83
12/20/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/20/2021		1,250.00		44,870.83
12/27/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/27/2021		750.00		45,620.83
12/29/2021	CD	CHK	Check: 03 60942	60942		733.00	44,887.83
12/29/2021	CD	CHK	Check: 03 60958	60958		627.92	44,259.91
12/29/2021	CD	CHK	Check: 03 60989	60989		330.00	43,929.91
12/30/2021	CD	CHK	Check: 03 5688	5688(A)		410.00	43,519.91
12/30/2021	CD	CHK	Check: 03 5689	5689(A)		1,354.00	42,165.91
12/30/2021	CD	CHK	Check: 03 5707	5707(A)		1,500.00	40,665.91
12/31/2021	GJ	JE	RECORD CASH TRANSFERS	13304	262.58		40,928.49
01/11/2022	CD	CHK	Check: 03 60991	60991		390.00	40,538.49
01/14/2022	CD	CHK	Check: 03 5755	5755(A)		720.00	39,818.49
01/20/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 01/20/2022		750.00		40,568.49
01/28/2022	CD	CHK	Check: 03 5773	5773(A)		1,575.00	38,993.49
01/28/2022	CD	CHK	Check: 03 5786	5786(A)		300.00	38,693.49

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
<b>681-000-002.000 CASH - IMM/PRI ACCT 1289</b>							
							(Continued)
01/28/2022	CD	CHK	Check: 03 5790	5790(A)		23.00	38,670.49
02/15/2022	CD	CHK	Check: 03 61070	61070		330.00	38,340.49
02/15/2022	CD	CHK	Check: 03 61092	61092		275.60	38,064.89
02/15/2022	GJ	JE	RECORD CASH TRANSFERS	13318	187.35		38,252.24
02/18/2022	CD	CHK	Check: 03 5839	5839(A)		23.00	38,229.24
02/24/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 02/24/2022		250.00		38,479.24
02/25/2022	CD	CHK	Check: 03 5841	5841(A)		1,575.00	36,904.24
02/25/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 02/25/2022		250.00		37,154.24
03/18/2022	CD	CHK	Check: 03 5902	5902(A)		23.00	37,131.24
03/22/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 03/22/2022		750.00		37,881.24
03/31/2022	CD	CHK	Check: 03 5920	5920(A)		1,575.00	36,306.24
04/05/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 04/05/2022		1,750.00		38,056.24
04/07/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 04/07/2022		1,000.00		39,056.24
04/11/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 04/11/2022		500.00		39,556.24
04/15/2022	CD	CHK	Check: 03 5964	5964(A)		50.47	39,505.77
04/19/2022	CR	RCPT	GENERAL RECEIPT 04/19/2022		1,044.29		40,550.06
04/20/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 04/20/2022		3,000.00		43,550.06
04/26/2022	CD	CHK	Check: 03 61228	61228		11,004.40	32,545.66
04/26/2022	CD	CHK	Check: 03 61229	61229		3,000.00	29,545.66
04/26/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 04/26/2022		150.00		29,695.66
04/28/2022	CD	CHK	Check: 03 5978	5978(A)		1,575.00	28,120.66
04/28/2022	CD	CHK	Check: 03 61235	61235		150.00	27,970.66
06/30/2022			681-000-002.000	END BALANCE	98,286.20	247,933.57	27,970.66
<b>681-000-002.007 DEBIT CARD-CASH</b>							
07/01/2021							BEG. BALANCE (23.79)
06/30/2022			681-000-002.007	END BALANCE	0.00	0.00	(23.79)
<b>681-000-084.015 DUE FROM CURRENT TAX COLLECT</b>							
07/01/2021							BEG. BALANCE 0.00
07/15/2021	GJ	JE	RECORD TAX REVENUES	12942	5,734.21		5,734.21
07/15/2021	GJ	JE	RECORD CASH TRANSFERS	12946		5,734.21	0.00
07/29/2021	GJ	JE	RECORD TAX REVENUES	12950	7,500.00		7,500.00
07/31/2021	GJ	JE	RECORD CASH TRANSFERS	12951		7,500.00	0.00
08/12/2021	GJ	JE	RECORD CASH TRANSFERS	12978		11,050.00	(11,050.00)
08/15/2021	GJ	JE	RECORD TAX REVENUES	12977	11,050.00		0.00
08/31/2021	GJ	JE	RECORD CASH TRANSFERS	13049		3,182.83	(3,182.83)
08/31/2021	GJ	JE	RECORD TAX REVENUES	13050	3,182.83		0.00
09/15/2021	GJ	JE	RECORD CASH TRANSFERS	13082		1,401.71	(1,401.71)
09/15/2021	GJ	JE	RECORD TAX REVENUES	13083	1,401.71		0.00
09/28/2021	GJ	JE	RECORD TAX REVENUES	13154	714.09		714.09
09/30/2021	GJ	JE	RECORD CASH TRANSFERS	13155		714.09	0.00
10/15/2021	GJ	JE	RECORD CASH TRANSFERS	13199		1,071.56	(1,071.56)
10/15/2021	GJ	JE	RECORD TAX REVENUES	13200	1,071.56		0.00
10/31/2021	GJ	JE	RECORD CASH TRANSFERS	13237		370.77	(370.77)
10/31/2021	GJ	JE	RECORD TAX REVENUES	13238	370.77		0.00
11/15/2021	GJ	JE	RECORD CASH TRANSFERS	13259		146.44	(146.44)
11/15/2021	GJ	JE	RECORD TAX REVENUES	13260	146.44		0.00
12/15/2021	GJ	JE	RECORD CASH TRANSFERS	13291		96.82	(96.82)
12/15/2021	GJ	JE	RECORD TAX REVENUES	13292	96.82		0.00
12/31/2021	GJ	JE	RECORD CASH TRANSFERS	13304		262.58	(262.58)
12/31/2021	GJ	JE	RECORD TAX REVENUES	13305	262.58		0.00
02/15/2022	GJ	JE	RECORD CASH TRANSFERS	13318		187.35	(187.35)
02/15/2022	GJ	JE	RECORD TAX REVENUES	13319	187.35		0.00
06/30/2022			681-000-084.015	END BALANCE	31,718.36	31,718.36	0.00
<b>681-000-202.000 ACCOUNTS PAYABLE</b>							
07/01/2021							BEG. BALANCE (4,473.00)
07/07/2021	AP	INV	FRIENDLY FRIDAY SINGER	07/06/2021		150.00	(4,623.00)
07/13/2021	CD	CHK	Check: 03 60507	60507	4,250.00		(373.00)
07/13/2021	CD	CHK	Check: 03 60512	60512	200.00		(173.00)
07/13/2021	CD	CHK	Check: 03 60518	60518	150.00		(23.00)
07/14/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 07/2021	JUL2021		1,500.00	(1,523.00)
07/16/2021	CD	CHK	Check: 03 5330	5330(A)	23.00		(1,500.00)
07/22/2021	AP	INV	WINGIT PERFORMANCE @ MINT FEST/TENT	07/21/2021		1,000.00	(2,500.00)
07/22/2021	AP	INV	MIRANDA & M80'S PERF @ MINT FEST/TENT	07/21/2021		1,200.00	(3,700.00)
07/27/2021	CD	CHK	Check: 03 60542	60542	1,200.00		(2,500.00)
07/27/2021	CD	CHK	Check: 03 60562	60562	1,000.00		(1,500.00)
07/28/2021	AP	INV	2021 MEMBERSHIP	732		1,000.00	(2,500.00)
07/30/2021	CD	CHK	Check: 03 5346	5346(A)	1,500.00		(1,000.00)
08/03/2021	AP	INV	STARTING PETTY CASH; CAR SHOW & BEV	08/10/2021		1,300.00	(2,300.00)
08/04/2021	AP	INV	LIVE REMOTE ANNOUNCER 292.5 @ CAR SH	08/03/2021		100.00	(2,400.00)
08/04/2021	AP	INV	TELEPHONE SERVICE - 08/2021	08/10/2021		23.00	(2,423.00)
08/09/2021	AP	INV	CAR SHOW CASH PRIZES; 2021	08/09/2021		250.00	(2,673.00)
08/09/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 08/2021	AUG2021		1,500.00	(4,173.00)
08/10/2021	CD	CHK	Check: 03 60583	60583	1,550.00		(2,623.00)
08/10/2021	CD	CHK	Check: 03 60602	60602	100.00		(2,523.00)
08/12/2021	AP	INV	BEER & WINE FOR MINT FESTIVAL 2021	W-852596		8,340.90	(10,863.90)
08/12/2021	CD	CHK	Check: 03 60612	60612	8,340.90		(2,523.00)
08/12/2021	CD	CHK	Check: 03 60661	60661	3,323.65		800.65
08/13/2021	CD	CHK	Check: 03 5372	5372(A)	1,000.00		1,800.65
08/13/2021	CD	CHK	Check: 03 5402	5402(A)	23.00		1,823.65
08/18/2021	AP	VOID	Void Invoice W-852596 02-04-0156	W-852596	8,340.90		10,164.55
08/18/2021	CD	VOID	Check: 03 60612	60612		8,340.90	1,823.65
08/18/2021	AP	INV	BEER/WINE FOR MINT FEST TENT 2021	W-853959		3,323.65	(1,500.00)
08/18/2021	AP	INV	MINT CITY CLASSIC; BARLAGE	08/25/2021		290.00	(1,790.00)
08/18/2021	AP	INV	FRIENDLY FRIDAY SINGER	08/11/2021		150.00	(1,940.00)
08/18/2021	AP	INV	BEER TENT SUPPLIES	344197		334.30	(2,274.30)
08/18/2021	AP	INV	SALES TAX RETURN FOR SPECIAL EVENTS	08/13-08/14 2021		860.83	(3,135.13)

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
<b>681-000-202.000 ACCOUNTS PAYABLE</b>							
				(Continued)			
08/23/2021	CD	CHK	Check: 03 60614	60614	3,323.65		188.52
08/24/2021	CD	CHK	Check: 03 60623	60623	290.00		478.52
08/24/2021	CD	CHK	Check: 03 60633	60633	334.30		812.82
08/24/2021	CD	CHK	Check: 03 60646	60646	150.00		962.82
08/24/2021	CD	CHK	Check: 03 60654	60654	860.83		1,823.65
08/27/2021	CD	CHK	Check: 03 5416	5416(A)	1,500.00		3,323.65
08/27/2021	AP	INV	REIMBURSE; SPECIAL LIQUOR LICENSE FOI	08/25/2021		100.00	3,223.65
08/31/2021	AP	INV	BEER/WINE FOR MINT FEST TENT 2021	W-853959		3,323.65	(100.00)
08/31/2021	AP	VOID	Void Invoice W-853959 02-04-0156	W-853959	3,323.65		3,223.65
08/31/2021	CD	VOID	Check: 03 60614	60614		3,323.65	(100.00)
09/08/2021	AP	INV	ADVERTISING; MINT FEST 2021	09/01/2021		1,050.00	(1,150.00)
09/08/2021	AP	INV	PORTABLE TOILET RENTAL	565571		3,046.20	(4,196.20)
09/09/2021	AP	INV	FRIENDLY FRIDAY SINGER; 09/17/21	09/08/2021		150.00	(4,346.20)
09/13/2021	AP	INV	TELEPHONE SERVICE - 09/2021	09/10/2021		23.00	(4,369.20)
09/14/2021	CD	CHK	Check: 03 60686	60686	150.00		(4,219.20)
09/14/2021	CD	CHK	Check: 03 60718	60718	1,050.00		(3,169.20)
09/15/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 09/2021	SEP2021		1,500.00	(4,669.20)
09/17/2021	CD	CHK	Check: 03 5435	5435(A)	3,046.20		(1,623.00)
09/17/2021	CD	CHK	Check: 03 5453	5453(A)	100.00		(1,523.00)
09/17/2021	CD	CHK	Check: 03 5473	5473(A)	23.00		(1,500.00)
09/22/2021	AP	INV	9-ELECTRIC LIGHT POLE REPLACEMENT IN	6114		2,735.98	(4,235.98)
09/23/2021	AP	INV	MARKETING INCENTIVE; FARMERS' MARKET	09/22/2021		1,895.48	(6,131.46)
09/23/2021	AP	INV	FRIENDLY FRIDAY SINGER; 09/30/2021	09/22/2021		150.00	(6,281.46)
09/23/2021	AP	INV	PORTABLE UNITS	565932		590.00	(6,871.46)
09/23/2021	AP	INV	TSHIRTS; CUSTOM DASH BOARD/AWARD PLAQ	29955		1,232.00	(8,103.46)
09/28/2021	CD	CHK	Check: 03 60730	60730	2,735.98		(5,367.48)
09/28/2021	CD	CHK	Check: 03 60745	60745	150.00		(5,217.48)
09/28/2021	CD	CHK	Check: 03 60754	60754	1,895.48		(3,322.00)
09/30/2021	CD	CHK	Check: 03 5475	5475(A)	590.00		(2,732.00)
09/30/2021	CD	CHK	Check: 03 5483	5483(A)	1,232.00		(1,500.00)
09/30/2021	CD	CHK	Check: 03 5488	5488(A)	1,500.00		0.00
10/11/2021	AP	INV	TELEPHONE SERVICE - 09/2021	10/10/2021		23.00	(23.00)
10/11/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 10/2021	OCT2021		1,500.00	(1,523.00)
10/12/2021	CD	CHK	Check: 03 60781	60781	23.00		(1,500.00)
10/13/2021	AP	INV	FRIENDLY FRIDAY SINGER; 10/14/21	10/13/2021		150.00	(1,650.00)
10/14/2021	CD	CHK	Check: 03 60786	60786	150.00		(1,500.00)
10/14/2021	AP	INV	ADVERTISING; WEB PREROLL/POSTROLL CPM	3070464-4		100.00	(1,600.00)
10/20/2021	AP	INV	REIMBURSE; POSTAGE CAR SHOW PLAQUES	10/19/2021		24.24	(1,624.24)
10/20/2021	AP	INV	ANNUAL CONFERENCE REGISTRATION; 2021	10/19/2021		210.00	(1,834.24)
10/21/2021	AP	INV	DOWNTOWN RADIO RENEWAL	X6-1704269673		191.24	(2,025.48)
10/26/2021	CD	CHK	Check: 03 60802	60802	210.00		(1,815.48)
10/26/2021	CD	CHK	Check: 03 60808	60808	191.24		(1,624.24)
10/26/2021	CD	CHK	Check: 03 60815	60815	100.00		(1,524.24)
10/28/2021	CD	CHK	Check: 03 5561	5561(A)	1,524.24		0.00
11/09/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 11/30/2021	NOV2021		1,500.00	(1,500.00)
11/15/2021	AP	INV	MARKETING; 2021 BUY LOCAL	3269123		1,000.00	(2,500.00)
11/15/2021	AP	INV	MARKETING; ADORN MINT/SJ BREWERY COOP	3268352		210.00	(2,710.00)
11/15/2021	AP	INV	MARKETING; ADORN MINT/SJ BREWERY	3268343		70.00	(2,780.00)
11/15/2021	AP	INV	MARKETING; ALLABY & BREW/RED WING BAR	3268394		70.00	(2,850.00)
11/15/2021	AP	INV	MARKETING; BUTLER FINANCIAL/KURT APPI	3249952		70.00	(2,920.00)
11/15/2021	AP	INV	MARKETING; COURHOUSE CUTS/SWANYS COOP	3249954		70.00	(2,990.00)
11/15/2021	AP	INV	MARKETING; DIVERSIFIED/FAB 5 WHIM DE	3268368		70.00	(3,060.00)
11/15/2021	AP	INV	MARKETING; MINT DOOR/OH MI ORGANIC	3242083		70.00	(3,130.00)
11/15/2021	AP	INV	MARKETING; SJ INTERNAL MED/SIMPLIFIEI	3268363		70.00	(3,200.00)
11/15/2021	AP	INV	MARKETING; PKSA KARATE	3268369		70.00	(3,270.00)
11/15/2021	AP	INV	MARKETING; BOOK EXCHANGE/SPORTS STOP	3268366		70.00	(3,340.00)
11/15/2021	AP	INV	MARKETING; BRUNOS BAR/INKCRAFT STUDIO	3249455		70.00	(3,410.00)
11/15/2021	AP	INV	MARKETING; ALLABY & BREW/REDWING BARI	3242092		210.00	(3,620.00)
11/15/2021	AP	INV	MARKETING; BOOK EXCHANGE/SPORTS STOP	3268354		210.00	(3,830.00)
11/15/2021	AP	INV	MARKETING; BRUNOS BAR/INKCRAFT COOP	3249963		210.00	(4,040.00)
11/15/2021	AP	INV	MARKETING; BUTLER FINANCIAL/KURT APPI	3268359		210.00	(4,250.00)
11/15/2021	AP	INV	MARKETING; SJ INTERNAL MEDICINE/ SIMI	3268357		210.00	(4,460.00)
11/15/2021	AP	INV	MARKETING; PSKA KARATE/AARDVARK TATTO	3249965		210.00	(4,670.00)
11/15/2021	AP	INV	MARKETING; MINT DOOR/OH MI ORGANIC CO	3249960		210.00	(4,880.00)
11/15/2021	AP	INV	MARKETING; DIVERSIFIED/FAB 5 WHIMSIC	3268355		210.00	(5,090.00)
11/15/2021	AP	INV	MARKETING; COURHOUSE CUTS/SWANYS COO	3249962		210.00	(5,300.00)
11/15/2021	AP	INV	MARKETING; ADORN MINT/SJ BREWERY COOP	3268343		619.00	(5,919.00)
11/15/2021	AP	INV	MARKETING; ALLABY & BREW/REDWING BARI	3249955		619.00	(6,538.00)
11/15/2021	AP	INV	MARKETING; BOOK EXCHANGE/SPORTS STOP	3242066		619.00	(7,157.00)
11/15/2021	AP	INV	MARKETING; BUTLER FINANCIALS/KURTS AI	3268348		619.00	(7,776.00)
11/15/2021	AP	INV	MARKETING; COURHOUSE CUTS/SWANYS COO	3249970		619.00	(8,395.00)
11/15/2021	AP	INV	MARKETING; MINT DOOR/OH MI ORGANIC	3268345		619.00	(9,014.00)
11/15/2021	AP	INV	MARKETING; DIVERSIFIED/FAB 5 COOP	3249956		619.00	(9,633.00)
11/15/2021	AP	INV	MARKETING; PKSA KARATE COOP	3249973		619.00	(10,252.00)
11/15/2021	AP	INV	MARKETING; SJ INTERNAL MEDICINE/ SIMI	3268350		619.00	(10,871.00)
11/15/2021	AP	INV	MARKETING; BRUNOS BAR/INKCRAFT COOP	3266343		619.00	(11,490.00)
11/15/2021	CD	CHK	Check: 03 60857	60857	700.00		(10,790.00)
11/15/2021	CD	CHK	Check: 03 60858	60858	2,100.00		(8,690.00)
11/15/2021	CD	CHK	Check: 03 60859	60859	7,190.00		(1,500.00)
11/15/2021	AP	INV	TELEPHONE SERVICE - 11/2021	11/10/2021		23.00	(1,523.00)
11/17/2021	AP	INV	LIVE REMOTE ANNOUNCER 292.5; LIGHT P	11/17/2021		100.00	(1,623.00)
11/17/2021	AP	INV	CHRISTMAS BROCHURES/FLYERS	44816		315.00	(1,938.00)
11/17/2021	AP	INV	REIMBURSE; CONFERENCE - AHAUBERT	7R7550572V215232U		100.00	(2,038.00)
11/17/2021	AP	INV	REIMBURSE; DECORATIONS FOR LIGHT PAR	300253222		1,107.00	(3,145.00)
11/23/2021	CD	CHK	Check: 03 60868	60868	315.00		(2,830.00)
11/23/2021	CD	CHK	Check: 03 60882	60882	100.00		(2,730.00)
11/24/2021	CD	CHK	Check: 03 5629	5629(A)	2,707.00		(23.00)
11/24/2021	CD	CHK	Check: 03 5648	5648(A)	23.00		0.00
12/02/2021	AP	INV	SANTA PARADE 2021; SJ REDWINGS BAND	12/09/2021		200.00	(200.00)

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
			<b>681-000-202.000 ACCOUNTS PAYABLE</b>				
				(Continued)			
12/02/2021	AP	INV	SANTA PARADE 2021; MARCHING BAND	12/09/2021		200.00	(400.00)
12/02/2021	AP	INV	SANTA PARADE 2021; MARCHING BAND	12/09/2021		200.00	(600.00)
12/02/2021	AP	INV	SANTA PARADE 2021; ST NICK	12/01/2021		100.00	(700.00)
12/02/2021	CD	CHK	Check: 03 60889	60889	200.00		(500.00)
12/02/2021	CD	CHK	Check: 03 60891	60891	100.00		(400.00)
12/02/2021	CD	CHK	Check: 03 60892	60892	200.00		(200.00)
12/02/2021	CD	CHK	Check: 03 60893	60893	200.00		0.00
12/02/2021	AP	INV	POLES BANNERS	18670		1,200.00	(1,200.00)
12/02/2021	AP	INV	MAGNETIC PARADE SIGNS	18672		360.00	(1,560.00)
12/02/2021	AP	INV	YARD SIGNS FOR HOLIDAY MARKET	18646		210.00	(1,770.00)
12/02/2021	AP	INV	CROSS STREET BANNER	18671		900.00	(2,670.00)
12/09/2021	AP	INV	TELEPHONE SERVICE - 12/2021	12/10/2021		23.18	(2,693.18)
12/14/2021	CD	CHK	Check: 03 60914	60914	2,670.00		(23.18)
12/17/2021	CD	CHK	Check: 03 5686	5686(A)	23.18		0.00
12/17/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 12/2021	DEC2021		1,500.00	(1,500.00)
12/17/2021	AP	INV	CORN SHOCKS, FRAZIER BUNDLE, CONCOLOI	12/09/2021		1,354.00	(2,854.00)
12/17/2021	AP	INV	RADIO ADVERTISING	11N0019890		330.00	(3,184.00)
12/21/2021	AP	INV	BLEACHER RENTALS DOWN PYMNT; SOAP BO	11/04/2021		733.00	(3,917.00)
12/21/2021	AP	INV	RENTALS; 50% PYMNT - SOAP BOX DERBY ;	21676		627.92	(4,544.92)
12/22/2021	AP	INV	PORTABLE TOILET RENTAL	567008		410.00	(4,954.92)
12/29/2021	CD	CHK	Check: 03 60942	60942	733.00		(4,221.92)
12/29/2021	CD	CHK	Check: 03 60958	60958	627.92		(3,594.00)
12/29/2021	CD	CHK	Check: 03 60989	60989	330.00		(3,264.00)
12/30/2021	CD	CHK	Check: 03 5688	5688(A)	410.00		(2,854.00)
12/30/2021	CD	CHK	Check: 03 5689	5689(A)	1,354.00		(1,500.00)
12/30/2021	CD	CHK	Check: 03 5707	5707(A)	1,500.00		0.00
01/06/2022	AP	INV	LIVE BROADCAST	11D0019890		720.00	(720.00)
01/06/2022	AP	INV	LICENSE FEE; 01/01-12/31/2022	100005809465		390.00	(1,110.00)
01/11/2022	CD	CHK	Check: 03 60991	60991	390.00		(720.00)
01/12/2022	AP	INV	TELEPHONE SERVICE - 01/2022	01/10/2022		23.00	(743.00)
01/13/2022	AP	INV	ANNUAL DDA/PSD WEBSITE HOSTING	23		300.00	(1,043.00)
01/13/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 01/2022	JAN2022		1,575.00	(2,618.00)
01/14/2022	CD	CHK	Check: 03 5755	5755(A)	720.00		(1,898.00)
01/28/2022	CD	CHK	Check: 03 5773	5773(A)	1,575.00		(323.00)
01/28/2022	CD	CHK	Check: 03 5786	5786(A)	300.00		(23.00)
01/28/2022	CD	CHK	Check: 03 5790	5790(A)	23.00		0.00
02/08/2022	AP	INV	TELEPHONE SERVICE - 02/2022	02/010/2022		23.00	(23.00)
02/08/2022	AP	INV	4 DECORATED 24" WREATHS	02/22/2022		275.60	(298.60)
02/08/2022	AP	INV	ANNUAL MDA LANSING DAY & SPRING WRKS!	02/08/22-HANOVER		110.00	(408.60)
02/08/2022	AP	INV	ANNUAL MDA LANSING DAY & SPRING WRKS!	02/08/22-HAUBERT		110.00	(518.60)
02/08/2022	AP	INV	ANNUAL MDA LANSING DAY & SPRING WRKS!	02/08/22-BUTLER		110.00	(628.60)
02/15/2022	CD	CHK	Check: 03 61070	61070	330.00		(298.60)
02/15/2022	CD	CHK	Check: 03 61092	61092	275.60		(23.00)
02/15/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 02/2022	FEB2022		1,575.00	(1,598.00)
02/18/2022	CD	CHK	Check: 03 5839	5839(A)	23.00		(1,575.00)
02/25/2022	CD	CHK	Check: 03 5841	5841(A)	1,575.00		0.00
03/10/2022	AP	INV	TELEPHONE SERVICE - 03/2022	03/10/2022		23.00	(23.00)
03/16/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 03/2022	MAR2022		1,575.00	(1,598.00)
03/18/2022	CD	CHK	Check: 03 5902	5902(A)	23.00		(1,575.00)
03/31/2022	CD	CHK	Check: 03 5920	5920(A)	1,575.00		0.00
04/12/2022	AP	INV	TELEPHONE SERVICE - 04/2022	04/10/2022		50.47	(50.47)
04/12/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 04/2022	APR2022		1,575.00	(1,625.47)
04/15/2022	CD	CHK	Check: 03 5964	5964(A)	50.47		(1,575.00)
04/20/2022	AP	INV	CONTRIBUTIONS 2018/2022	04/19/2022		11,004.40	(12,579.40)
04/21/2022	AP	INV	MARTIN BROWER; CONTRIBUTIONS 2022	04/11/2022		3,000.00	(15,579.40)
04/26/2022	CD	CHK	Check: 03 61228	61228	11,004.40		(4,575.00)
04/26/2022	CD	CHK	Check: 03 61229	61229	3,000.00		(1,575.00)
04/26/2022	AP	INV	SPRING FESTIVAL 2022	04/26/2022		150.00	(1,725.00)
04/28/2022	CD	CHK	Check: 03 5978	5978(A)	1,575.00		(150.00)
04/28/2022	CD	CHK	Check: 03 61235	61235	150.00		0.00
06/30/2022			681-000-202.000	END BALANCE	99,527.59	95,054.59	0.00
			<b>681-000-214.001 DUE TO GENERAL FUND</b>				
07/01/2021				BEG. BALANCE			(158,747.85)
07/01/2021	GJ	JE	RECORD QTRLY ADMIN CHARGES	12947		658.75	(159,406.60)
07/01/2021	GJ	JE	ALLOCATE MML POLICY PREMIUMS	12964		5.18	(159,411.78)
10/01/2021	GJ	JE	RECORD QTRLY ADMIN CHARGES	13214		658.75	(160,070.53)
10/26/2021	GJ	JE	TO CLEAR DUE TO/FROM	13216	160,070.53		0.00
12/31/2021	GJ	JE	RCD ALLOCATION OF AUDIT FEES	13352		200.00	(200.00)
01/01/2022	GJ	JE	RECORD QTRLY ADMIN CHARGES	13351		658.75	(858.75)
06/30/2022			681-000-214.001	END BALANCE	160,070.53	2,181.43	(858.75)
			<b>681-000-390.000 Fund Balance</b>				
07/01/2021				BEG. BALANCE			(14,373.39)
06/30/2022			681-000-390.000	END BALANCE	0.00	0.00	(14,373.39)
			<b>681-000-665.000 INTEREST EARNED/INVESTMENTS</b>				
07/01/2021				BEG. BALANCE			0.00
09/15/2021	GJ	JE	RECORD TAX REVENUES	13083		27.68	(27.68)
09/28/2021	GJ	JE	RECORD TAX REVENUES	13154		14.09	(41.77)
10/15/2021	GJ	JE	RECORD TAX REVENUES	13200		31.46	(73.23)
10/31/2021	GJ	JE	RECORD TAX REVENUES	13238		10.87	(84.10)
11/15/2021	GJ	JE	RECORD TAX REVENUES	13260		5.65	(89.75)
12/15/2021	GJ	JE	RECORD TAX REVENUES	13292		4.65	(94.40)
12/31/2021	GJ	JE	RECORD TAX REVENUES	13305		12.58	(106.98)
02/15/2022	GJ	JE	RECORD TAX REVENUES	13319		12.35	(119.33)
04/19/2022	CR	RCPT	GENERAL RECEIPT 04/19/2022			68.32	(187.65)
06/30/2022			681-000-665.000	END BALANCE	0.00	187.65	(187.65)



Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
07/01/2021			<b>681-000-671.007 FARMERS' MARKET</b>		BEG. BALANCE		0.00
09/10/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/10/2021			856.00	(856.00)
11/03/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/03/2021			495.00	(1,351.00)
06/30/2022			681-000-671.007	END BALANCE	0.00	1,351.00	(1,351.00)
07/01/2021			<b>681-000-671.010 CAR SHOWS</b>		BEG. BALANCE		0.00
08/25/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/25/2021			2,380.00	(2,380.00)
06/30/2022			681-000-671.010	END BALANCE	0.00	2,380.00	(2,380.00)
07/01/2021			<b>681-000-671.018 MINT FESTIVAL</b>		BEG. BALANCE		0.00
08/25/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/25/2021			20,758.00	(20,758.00)
08/25/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/25/2021			1,300.00	(22,058.00)
06/30/2022			681-000-671.018	END BALANCE	0.00	22,058.00	(22,058.00)
07/01/2021			<b>681-000-671.024 WINTER FESTIVAL</b>		BEG. BALANCE		0.00
11/15/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/15/2021			2,350.00	(2,350.00)
12/01/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/01/2021			1,320.00	(3,670.00)
12/27/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/27/2021			750.00	(4,420.00)
01/06/2022	GJ	JE	SANTA PARADE	13303	500.00		(3,920.00)
01/20/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 01/20/2022			500.00	(4,420.00)
02/24/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 02/24/2022			250.00	(4,670.00)
04/07/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 04/07/2022			250.00	(4,920.00)
06/30/2022			681-000-671.024	END BALANCE	500.00	5,420.00	(4,920.00)
07/01/2021			<b>681-000-671.026 SOAP BOX DERBY</b>		BEG. BALANCE		0.00
09/23/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/23/2021			500.00	(500.00)
12/01/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/01/2021			7,500.00	(8,000.00)
04/20/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 04/20/2022			3,000.00	(11,000.00)
04/26/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 04/26/2022			150.00	(11,150.00)
06/30/2022			681-000-671.026	END BALANCE	0.00	11,150.00	(11,150.00)
07/01/2021			<b>681-000-671.031 MARKETING CO-OP</b>		BEG. BALANCE		0.00
11/15/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/15/2021			2,250.00	(2,250.00)
12/20/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/20/2021			1,250.00	(3,500.00)
01/06/2022	GJ	JE	RECLASS RECEIPTS 265567 & 265570	13303		500.00	(4,000.00)
01/20/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 01/20/2022			250.00	(4,250.00)
02/25/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 02/25/2022			250.00	(4,500.00)
06/30/2022			681-000-671.031	END BALANCE	0.00	4,500.00	(4,500.00)
07/01/2021			<b>681-000-671.033 SPRING FESTIVAL</b>		BEG. BALANCE		0.00
03/22/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 03/22/2022			750.00	(750.00)
04/05/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 04/05/2022			1,750.00	(2,500.00)
04/07/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 04/07/2022			750.00	(3,250.00)
04/11/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 04/11/2022			500.00	(3,750.00)
06/30/2022			681-000-671.033	END BALANCE	0.00	3,750.00	(3,750.00)
07/01/2021			<b>681-000-672.006 DOWNTOWN BUSINESS DISTRICT</b>		BEG. BALANCE		0.00
07/15/2021	GJ	JE	RECORD TAX REVENUES	12942		5,734.21	(5,734.21)
07/29/2021	GJ	JE	RECORD TAX REVENUES	12950		7,500.00	(13,234.21)
08/15/2021	GJ	JE	RECORD TAX REVENUES	12977		11,050.00	(24,284.21)
08/31/2021	GJ	JE	RECORD TAX REVENUES	13050		3,182.83	(27,467.04)
09/15/2021	GJ	JE	RECORD TAX REVENUES	13083		1,374.03	(28,841.07)
09/28/2021	GJ	JE	RECORD TAX REVENUES	13154		700.00	(29,541.07)
10/15/2021	GJ	JE	RECORD TAX REVENUES	13200		1,040.10	(30,581.17)
10/31/2021	GJ	JE	RECORD TAX REVENUES	13238		359.90	(30,941.07)
11/15/2021	GJ	JE	RECORD TAX REVENUES	13260		140.79	(31,081.86)
12/15/2021	GJ	JE	RECORD TAX REVENUES	13292		92.17	(31,174.03)
12/31/2021	GJ	JE	RECORD TAX REVENUES	13305		250.00	(31,424.03)
02/15/2022	GJ	JE	RECORD TAX REVENUES	13319		175.00	(31,599.03)
04/19/2022	CR	RCPT	GENERAL RECEIPT 04/19/2022			975.97	(32,575.00)
06/30/2022			681-000-672.006	END BALANCE	0.00	32,575.00	(32,575.00)
07/01/2021			<b>681-000-675.005 CORPORATE SPONSORS</b>		BEG. BALANCE		0.00
07/26/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 07/26/2021			1,000.00	(1,000.00)
08/05/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/05/2021			1,000.00	(2,000.00)
08/12/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/12/2021			500.00	(2,500.00)
10/28/2021	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 10/28/2021			1,250.00	(3,750.00)
06/30/2022			681-000-675.005	END BALANCE	0.00	3,750.00	(3,750.00)
07/01/2021			<b>681-173-751.000 EVENT COSTS</b>		BEG. BALANCE		0.00
07/07/2021	AP	INV	FRIENDLY FRIDAY SINGER	07/06/2021	150.00		150.00
08/18/2021	AP	INV	MINT CITY CLASSIC; BARLAGE	08/25/2021	290.00		440.00
08/18/2021	AP	INV	FRIENDLY FRIDAY SINGER	08/11/2021	150.00		590.00
09/09/2021	AP	INV	FRIENDLY FRIDAY SINGER; 09/17/21	09/08/2021	150.00		740.00
09/23/2021	AP	INV	FRIENDLY FRIDAY SINGER; 09/30/2021	09/22/2021	150.00		890.00
10/13/2021	AP	INV	FRIENDLY FRIDAY SINGER; 10/14/21	10/13/2021	150.00		1,040.00
06/30/2022			681-173-751.000	END BALANCE	1,040.00	0.00	1,040.00
07/01/2021			<b>681-173-751.001 FARMERS' MARKET</b>		BEG. BALANCE		0.00
09/23/2021	AP	INV	MARKETING INCENTIVE; FARMERS' MARKET	09/22/2021	800.00		800.00
06/30/2022			681-173-751.001	END BALANCE	800.00	0.00	800.00
07/01/2021			<b>681-173-751.002 CAR SHOWS</b>		BEG. BALANCE		0.00
08/04/2021	AP	INV	LIVE REMOTE ANNOUNCER 292.5 @ CAR SHC	08/03/2021	100.00		100.00

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
<b>681-173-751.002 CAR SHOWS</b>					(Continued)		
08/09/2021	AP	INV	CAR SHOW CASH PRIZES; 2021	08/09/2021	250.00		350.00
09/23/2021	AP	INV	TSHIRTS; CUSTOM DASH BOARD/AWARD PLA	29955	1,232.00		1,582.00
10/20/2021	AP	INV	REIMBURSE; POSTAGE CAR SHOW PLAQUES	10/19/2021	24.24		1,606.24
06/30/2022			681-173-751.002	END BALANCE	1,606.24	0.00	1,606.24
<b>681-173-751.003 MINT FESTIVAL</b>					BEG. BALANCE		
07/01/2021							0.00
07/22/2021	AP	INV	WINGIT PERFORMANCE @ MINT FEST/TENT	07/21/2021	1,000.00		1,000.00
07/22/2021	AP	INV	MIRANDA & M80'S PERF @ MINT FEST/TENT	07/21/2021	1,200.00		2,200.00
08/03/2021	AP	INV	STARTING PETTY CASH; CAR SHOW & BEV	08/10/2021	1,300.00		3,500.00
08/12/2021	AP	INV	BEER & WINE FOR MINT FESTIVAL 2021	W-852596	8,340.90		11,840.90
08/18/2021	AP	VOID	Void Invoice W-852596 02-04-0156	W-852596		8,340.90	3,500.00
08/18/2021	AP	INV	BEER/WINE FOR MINT FEST TENT 2021	W-853959	3,323.65		6,823.65
08/18/2021	AP	INV	BEER TENT SUPPLIES	344197	334.30		7,157.95
08/18/2021	AP	INV	SALES TAX RETURN FOR SPECIAL EVENTS	08/13-08/14 2021	860.83		8,018.78
08/27/2021	AP	INV	REIMBURSE; SPECIAL LIQUOR LICENSE FO	08/25/2021	100.00		8,118.78
08/31/2021	AP	INV	BEER/WINE FOR MINT FEST TENT 2021	W-853959	3,323.65		11,442.43
08/31/2021	AP	VOID	Void Invoice W-853959 02-04-0156	W-853959		3,323.65	8,118.78
09/08/2021	AP	INV	ADVERTISING; MINT FEST 2021	09/01/2021	1,050.00		9,168.78
09/08/2021	AP	INV	PORTABLE TOILET RENTAL	565571	3,046.20		12,214.98
06/30/2022			681-173-751.003	END BALANCE	23,879.53	11,664.55	12,214.98
<b>681-173-751.007 WINTER FESTIVAL</b>					BEG. BALANCE		
07/01/2021							0.00
11/17/2021	AP	INV	CHRISTMAS BROCHURES/FLYERS	44816	315.00		315.00
12/02/2021	AP	INV	SANTA PARADE 2021; SJ REDWINGS BAND	12/09/2021	200.00		515.00
12/02/2021	AP	INV	SANTA PARADE 2021; MARCHING BAND	12/09/2021	200.00		715.00
12/02/2021	AP	INV	SANTA PARADE 2021; MARCHING BAND	12/09/2021	200.00		915.00
12/02/2021	AP	INV	SANTA PARADE 2021; ST NICK	12/01/2021	100.00		1,015.00
12/02/2021	AP	INV	POLES BANNERS	18670	1,200.00		2,215.00
12/02/2021	AP	INV	MAGNETIC PARADE SIGNS	18672	360.00		2,575.00
12/02/2021	AP	INV	YARD SIGNS FOR HOLIDAY MARKET	18646	210.00		2,785.00
12/02/2021	AP	INV	CROSS STREET BANNER	18671	900.00		3,685.00
12/22/2021	AP	INV	PORTABLE TOILET RENTAL	567008	410.00		4,095.00
06/30/2022			681-173-751.007	END BALANCE	4,095.00	0.00	4,095.00
<b>681-173-751.008 SOAP BOX DERBY</b>					BEG. BALANCE		
07/01/2021							0.00
12/21/2021	AP	INV	BLEACHER RENTALS DOWN PYMNT; SOAP BO	11/04/2021	733.00		733.00
12/21/2021	AP	INV	RENTALS; 50% PYMNT - SOAP BOX DERBY	21676	627.92		1,360.92
04/20/2022	AP	INV	CONTRIBUTIONS 2018/2022	04/19/2022	11,004.40		12,365.32
04/21/2022	AP	INV	MARTIN BROWER; CONTRIBUTIONS 2022	04/11/2022	3,000.00		15,365.32
06/30/2022			681-173-751.008	END BALANCE	15,365.32	0.00	15,365.32
<b>681-173-751.010 FALL FESTIVAL</b>					BEG. BALANCE		
07/01/2021							0.00
09/23/2021	AP	INV	PORTABLE UNITS	565932	590.00		590.00
06/30/2022			681-173-751.010	END BALANCE	590.00	0.00	590.00
<b>681-173-751.011 SPRING FESTIVAL</b>					BEG. BALANCE		
07/01/2021							0.00
04/26/2022	AP	INV	SPRING FESTIVAL 2022	04/26/2022	150.00		150.00
06/30/2022			681-173-751.011	END BALANCE	150.00	0.00	150.00
<b>681-173-804.000 ADMINISTRATION CHARGES</b>					BEG. BALANCE		
07/01/2021							0.00
07/01/2021	GJ	JE	RECORD QTRLY ADMIN CHARGES	12947	658.75		658.75
10/01/2021	GJ	JE	RECORD QTRLY ADMIN CHARGES	13214	658.75		1,317.50
01/01/2022	GJ	JE	RECORD QTRLY ADMIN CHARGES	13351	658.75		1,976.25
06/30/2022			681-173-804.000	END BALANCE	1,976.25	0.00	1,976.25
<b>681-173-814.002 WEBSITE</b>					BEG. BALANCE		
07/01/2021							0.00
01/13/2022	AP	INV	ANNUAL DDA/PSD WEBSITE HOSTING	23	300.00		300.00
06/30/2022			681-173-814.002	END BALANCE	300.00	0.00	300.00
<b>681-173-818.000 CONTRACTUAL SERVICES</b>					BEG. BALANCE		
07/01/2021							0.00
07/14/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 07/2021	JUL2021	1,500.00		1,500.00
08/09/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 08/2021	AUG2021	1,500.00		3,000.00
09/15/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 09/2021	SEP2021	1,500.00		4,500.00
10/11/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 10/2021	OCT2021	1,500.00		6,000.00
11/09/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 11/30/2021	NOV2021	1,500.00		7,500.00
12/17/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 12/2021	DEC2021	1,500.00		9,000.00
01/13/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 01/2022	JAN2022	1,575.00		10,575.00
02/15/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 02/2022	FEB2022	1,575.00		12,150.00
03/16/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 03/2022	MAR2022	1,575.00		13,725.00
04/12/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 04/2022	APR2022	1,575.00		15,300.00
06/30/2022			681-173-818.000	END BALANCE	15,300.00	0.00	15,300.00
<b>681-173-818.040 DOWNTOWN IMPROVEMENT</b>					BEG. BALANCE		
07/01/2021							0.00
09/22/2021	AP	INV	9-ELECTRIC LIGHT POLE REPLACEMENT IN	6114	2,000.00		2,000.00
09/22/2021	AP	INV	9-ELECTRIC LIGHT POLE REPLACEMENT IN	6114	735.98		2,735.98
11/17/2021	AP	INV	REIMBURSE; DECORATIONS FOR LIGHT PAR	300253222	1,107.00		3,842.98
12/17/2021	AP	INV	CORN SHOCKS, FRAZIER BUNDLE, CONCOLOI	12/09/2021	1,354.00		5,196.98
02/08/2022	AP	INV	4 DECORATED 24" WREATHS	02/22/2022	275.60		5,472.58
06/30/2022			681-173-818.040	END BALANCE	5,472.58	0.00	5,472.58
<b>681-173-826.086 AUDIT FEES</b>					BEG. BALANCE		
07/01/2021							0.00
12/31/2021	GJ	JE	RCD ALLOCATION OF AUDIT FEES	13352	200.00		200.00
06/30/2022			681-173-826.086	END BALANCE	200.00	0.00	200.00

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
07/01/2021			<b>681-173-853.004 MONTHLY &amp; LONG DISTANCE SERV</b>		BEG. BALANCE		0.00
08/04/2021	AP	INV	TELEPHONE SERVICE - 08/2021	08/10/2021	23.00		23.00
09/13/2021	AP	INV	TELEPHONE SERVICE - 09/2021	09/10/2021	23.00		46.00
10/11/2021	AP	INV	TELEPHONE SERVICE - 09/2021	10/10/2021	23.00		69.00
11/15/2021	AP	INV	TELEPHONE SERVICE - 11/2021	11/10/2021	23.00		92.00
12/09/2021	AP	INV	TELEPHONE SERVICE - 12/2021	12/10/2021	23.18		115.18
01/12/2022	AP	INV	TELEPHONE SERVICE - 01/2022	01/10/2022	23.00		138.18
02/08/2022	AP	INV	TELEPHONE SERVICE - 02/2022	02/010/2022	23.00		161.18
03/10/2022	AP	INV	TELEPHONE SERVICE - 03/2022	03/10/2022	23.00		184.18
04/12/2022	AP	INV	TELEPHONE SERVICE - 04/2022	04/10/2022	50.47		234.65
06/30/2022			681-173-853.004	END BALANCE	234.65	0.00	234.65
07/01/2021			<b>681-173-870.001 MARKETING INCENTIVE</b>		BEG. BALANCE		0.00
09/23/2021	AP	INV	MARKETING INCENTIVE; FARMERS' MARKET	09/22/2021	1,095.48		1,095.48
10/14/2021	AP	INV	ADVERTISING; WEB PREROLL/POSTROLL CPM	3070464-4	100.00		1,195.48
11/15/2021	AP	INV	MARKETING; 2021 BUY LOCAL	3269123	1,000.00		2,195.48
11/15/2021	AP	INV	MARKETING; ADORN MINT/SJ BREWERY COOP	3268352	210.00		2,405.48
11/15/2021	AP	INV	MARKETING; ADORN MINT/SJ BREWERY	3268343	70.00		2,475.48
11/15/2021	AP	INV	MARKETING; ALLABY & BREW/RED WING BAR	3268394	70.00		2,545.48
11/15/2021	AP	INV	MARKETING; BUTLER FINANCIAL/KURT APPI	3249952	70.00		2,615.48
11/15/2021	AP	INV	MARKETING; COURTHOUSE CUTS/SWANY'S COOP	3249954	70.00		2,685.48
11/15/2021	AP	INV	MARKETING; DIVERSIFIED/FAB 5 WHIM DE	3268368	70.00		2,755.48
11/15/2021	AP	INV	MARKETING; MINT DOOR/OH MI ORGANIC	3242083	70.00		2,825.48
11/15/2021	AP	INV	MARKETING; SJ INTERNAL MED/SIMPLIFIEI	3268363	70.00		2,895.48
11/15/2021	AP	INV	MARKETING; PKSA KARATE	3268369	70.00		2,965.48
11/15/2021	AP	INV	MARKETING; BOOK EXCHANGE/SPORTS STOP	3268366	70.00		3,035.48
11/15/2021	AP	INV	MARKETING; BRUNOS BAR/INKCRAFT STUDI	3249455	70.00		3,105.48
11/15/2021	AP	INV	MARKETING; ALLABY & BREW/REDWING BAR	3242092	210.00		3,315.48
11/15/2021	AP	INV	MARKETING; BOOK EXCHANGE/SPORTS STOP	3268354	210.00		3,525.48
11/15/2021	AP	INV	MARKETING; BRUNOS BAR/INKCRAFT COOP	3249963	210.00		3,735.48
11/15/2021	AP	INV	MARKETING; BUTLER FINANCIAL/KURT APPI	3268359	210.00		3,945.48
11/15/2021	AP	INV	MARKETING; SJ INTERNAL MEDICINE/ SIMI	3268357	210.00		4,155.48
11/15/2021	AP	INV	MARKETING; PSKA KARATE/AARDVARK TATTO	3249965	210.00		4,365.48
11/15/2021	AP	INV	MARKETING; MINT DOOR/OH MI ORGANIC CO	3249960	210.00		4,575.48
11/15/2021	AP	INV	MARKETING; DIVERSIFIED/FAB 5 WHIMSIC	3268355	210.00		4,785.48
11/15/2021	AP	INV	MARKETING; COURTHOUSE CUTS/SWANY'S CO	3249962	210.00		4,995.48
11/15/2021	AP	INV	MARKETING; ADORN MINT/SJ BREWERY COOP	3268343	619.00		5,614.48
11/15/2021	AP	INV	MARKETING; ALLABY & BREW/REDWING BAR	3249955	619.00		6,233.48
11/15/2021	AP	INV	MARKETING; BOOK EXCHANGE/SPORTS STOP	3242066	619.00		6,852.48
11/15/2021	AP	INV	MARKETING; BUTLER FINANCIALS/KURTS AI	3268348	619.00		7,471.48
11/15/2021	AP	INV	MARKETING; COURTHOUSE CUTS/SWANY'S CO	3249970	619.00		8,090.48
11/15/2021	AP	INV	MARKETING; MINT DOOR/OH MI ORGANIC	3268345	619.00		8,709.48
11/15/2021	AP	INV	MARKETING; DIVERSIFIED/FAB 5 COOP	3249956	619.00		9,328.48
11/15/2021	AP	INV	MARKETING; PKSA KARATE COOP	3249973	619.00		9,947.48
11/15/2021	AP	INV	MARKETING; SJ INTERNAL MEDICINE/ SIMI	3268350	619.00		10,566.48
11/15/2021	AP	INV	MARKETING; BRUNOS BAR/INKCRAFT COOP	3266343	619.00		11,185.48
11/17/2021	AP	INV	LIVE REMOTE ANNOUNCER 292.5; LIGHT P	11/17/2021	100.00		11,285.48
12/17/2021	AP	INV	RADIO ADVERTISING	11N0019890	330.00		11,615.48
01/06/2022	AP	INV	LIVE BROADCAST	11D0019890	720.00		12,335.48
06/30/2022			681-173-870.001	END BALANCE	12,335.48	0.00	12,335.48
07/01/2021			<b>681-173-956.000 MISCELLANEOUS</b>		BEG. BALANCE		0.00
07/01/2021	GJ	JE	ALLOCATE MML POLICY PREMIUMS	12964	5.18		5.18
07/28/2021	AP	INV	2021 MEMBERSHIP	732	1,000.00		1,005.18
10/20/2021	AP	INV	ANNUAL CONFERENCE REGISTRATION; 2021	10/19/2021	210.00		1,215.18
10/21/2021	AP	INV	DOWNTOWN RADIO RENEWAL	X6-1704269673	191.24		1,406.42
11/17/2021	AP	INV	REIMBURSE; CONFERENCE - AHAUBERT	7R7550572V215232U	100.00		1,506.42
01/06/2022	AP	INV	LICENSE FEE; 01/01-12/31/2022	100005809465	390.00		1,896.42
02/08/2022	AP	INV	ANNUAL MDA LANSING DAY & SPRING WRKS	02/08/22-HANOVER	110.00		2,006.42
02/08/2022	AP	INV	ANNUAL MDA LANSING DAY & SPRING WRKS	02/08/22-HAUBERT	110.00		2,116.42
02/08/2022	AP	INV	ANNUAL MDA LANSING DAY & SPRING WRKS	02/08/22-BUTLER	110.00		2,226.42
06/30/2022			681-173-956.000	END BALANCE	2,226.42	0.00	2,226.42

TOTAL FOR FUND 681 PRINCIPAL SHOPPING DISTRICT

475,674.15

475,674.15

0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF ST. JOHNS  
 PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2021	2021-22 AMENDED BUDGET	YTD BALANCE 04/30/2022	ACTIVITY FOR MONTH 04/30/22	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000 - REVENUE							
248-000-404.000	CURRENT PROPERTY TAX	0.00	0.00	0.00	0.00	0.00	0.00
248-000-543.010	GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
248-000-665.000	INTEREST EARNED/INVESTMENTS	(140.79)	0.00	(9.16)	0.00	9.16	100.00
248-000-699.034	FROM RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		(140.79)	0.00	(9.16)	0.00	9.16	100.00
TOTAL REVENUES		(140.79)	0.00	(9.16)	0.00	9.16	100.00
Expenditures							
Dept 451 - NEW CONSTRUCTION							
248-451-804.000	ADMINISTRATION CHARGES	968.00	987.00	740.25	0.00	246.75	75.00
248-451-818.000	CONTRACTUAL SERVICES	1,517.00	1,350.00	3,292.00	175.00	(1,942.00)	243.85
248-451-818.040	DOWNTOWN IMPROVEMENT	0.00	0.00	12,870.69	0.00	(12,870.69)	100.00
248-451-880.007	FACADE GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
248-451-956.000	MISCELLANEOUS	0.00	0.00	852.98	0.00	(852.98)	100.00
248-451-976.001	LAND PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 451 - NEW CONSTRUCTION		2,485.00	2,337.00	17,755.92	175.00	(15,418.92)	759.77
TOTAL EXPENDITURES		2,485.00	2,337.00	17,755.92	175.00	(15,418.92)	759.77
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		(140.79)	0.00	(9.16)	0.00	9.16	100.00
TOTAL EXPENDITURES		2,485.00	2,337.00	17,755.92	175.00	(15,418.92)	759.77
NET OF REVENUES & EXPENDITURES		(2,625.79)	(2,337.00)	(17,765.08)	(175.00)	15,428.08	760.17

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY							
07/01/2021			<b>248-000-002.000 CASH - IMM/PRI ACCT 1289</b>			BEG. BALANCE	70,476.77
07/30/2021	CD	CHK	Check: 03 5346	5346(A)		167.00	70,309.77
07/31/2021	GJ	JE	MONTHLY SERVICE CHARGE	13190		9.16	70,300.61
08/27/2021	CD	CHK	Check: 03 5416	5416(A)		167.00	70,133.61
09/14/2021	CD	CHK	Check: 03 60685	60685		852.98	69,280.63
09/14/2021	CD	CHK	Check: 03 60691	60691		1,000.00	68,280.63
09/17/2021	CD	CHK	Check: 03 5468	5468(A)		1,590.00	66,690.63
09/30/2021	CD	CHK	Check: 03 5488	5488(A)		167.00	66,523.63
10/28/2021	CD	CHK	Check: 03 5561	5561(A)		167.00	66,356.63
11/09/2021	CD	CHK	Check: 03 60852	60852		5,300.00	61,056.63
11/24/2021	CD	CHK	Check: 03 5629	5629(A)		167.00	60,889.63
12/30/2021	CD	CHK	Check: 03 5707	5707(A)		167.00	60,722.63
01/28/2022	CD	CHK	Check: 03 5773	5773(A)		175.00	60,547.63
02/25/2022	CD	CHK	Check: 03 5841	5841(A)		175.00	60,372.63
03/15/2022	CD	CHK	Check: 03 61151	61151		6,570.69	53,801.94
03/31/2022	CD	CHK	Check: 03 5920	5920(A)		175.00	53,626.94
04/28/2022	CD	CHK	Check: 03 5978	5978(A)		175.00	53,451.94
06/30/2022			248-000-002.000	END BALANCE	0.00	17,024.83	53,451.94
07/01/2021			<b>248-000-202.000 ACCOUNTS PAYABLE</b>			BEG. BALANCE	0.00
07/14/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 07/2021	JUL2021		167.00	(167.00)
07/30/2021	CD	CHK	Check: 03 5346	5346(A)	167.00		0.00
08/09/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 08/2021	AUG2021		167.00	(167.00)
08/27/2021	CD	CHK	Check: 03 5416	5416(A)	167.00		0.00
09/08/2021	AP	INV	OVERPAYMENTS OF PPT 01/27/2020	021-02-PPT-19-2030		852.98	(852.98)
09/08/2021	AP	INV	3'X30' 2 SIDED OVER THE STREET BANNEI	18513		1,000.00	(1,852.98)
09/08/2021	AP	INV	PRJCT #131014SG2021L SH DDA DISTRICT	209282		1,590.00	(3,442.98)
09/14/2021	CD	CHK	Check: 03 60685	60685	852.98		(2,590.00)
09/14/2021	CD	CHK	Check: 03 60691	60691	1,000.00		(1,590.00)
09/15/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 09/2021	SEP2021		167.00	(1,757.00)
09/17/2021	CD	CHK	Check: 03 5468	5468(A)	1,590.00		(167.00)
09/30/2021	CD	CHK	Check: 03 5488	5488(A)	167.00		0.00
10/11/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 10/2021	OCT2021		167.00	(167.00)
10/28/2021	CD	CHK	Check: 03 5561	5561(A)	167.00		0.00
11/08/2021	AP	INV	REPAIR DISTRIBUTED AUDIO SYSTEM	110221.1		5,300.00	(5,300.00)
11/09/2021	CD	CHK	Check: 03 60852	60852	5,300.00		0.00
11/09/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 11/30/2021	NOV2021		167.00	(167.00)
11/24/2021	CD	CHK	Check: 03 5629	5629(A)	167.00		0.00
12/17/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 12/2021	DEC2021		167.00	(167.00)
12/30/2021	CD	CHK	Check: 03 5707	5707(A)	167.00		0.00
01/13/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 01/2022	JAN2022		175.00	(175.00)
01/28/2022	CD	CHK	Check: 03 5773	5773(A)	175.00		0.00
02/15/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 02/2022	FEB2022		175.00	(175.00)
02/25/2022	CD	CHK	Check: 03 5841	5841(A)	175.00		0.00
03/10/2022	AP	INV	CROWN DIST AUDIO POWER AMP, SPEAKER C	030322.1		6,570.69	(6,570.69)
03/15/2022	CD	CHK	Check: 03 61151	61151	6,570.69		0.00
03/16/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 03/2022	MAR2022		175.00	(175.00)
03/31/2022	CD	CHK	Check: 03 5920	5920(A)	175.00		0.00
04/12/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 04/2022	APR2022		175.00	(175.00)
04/28/2022	CD	CHK	Check: 03 5978	5978(A)	175.00		0.00
06/30/2022			248-000-202.000	END BALANCE	17,015.67	17,015.67	0.00
07/01/2021			<b>248-000-214.001 DUE TO GENERAL FUND</b>			BEG. BALANCE	0.00
07/01/2021	GJ	JE	RECORD QTRLY ADMIN CHARGES	12947		246.75	(246.75)
10/01/2021	GJ	JE	RECORD QTRLY ADMIN CHARGES	13214		246.75	(493.50)
01/01/2022	GJ	JE	RECORD QTRLY ADMIN CHARGES	13351		246.75	(740.25)
06/30/2022			248-000-214.001	END BALANCE	0.00	740.25	(740.25)
07/01/2021			<b>248-000-390.000 Fund Balance</b>			BEG. BALANCE	(70,476.77)
06/30/2022			248-000-390.000	END BALANCE	0.00	0.00	(70,476.77)
07/01/2021			<b>248-000-665.000 INTEREST EARNED/INVESTMENTS</b>			BEG. BALANCE	0.00
07/31/2021	GJ	JE	MONTHLY SERVICE CHARGE	13190	9.16		9.16
06/30/2022			248-000-665.000	END BALANCE	9.16	0.00	9.16
07/01/2021			<b>248-451-804.000 ADMINISTRATION CHARGES</b>			BEG. BALANCE	0.00
07/01/2021	GJ	JE	RECORD QTRLY ADMIN CHARGES	12947	246.75		246.75
10/01/2021	GJ	JE	RECORD QTRLY ADMIN CHARGES	13214	246.75		493.50
01/01/2022	GJ	JE	RECORD QTRLY ADMIN CHARGES	13351	246.75		740.25
06/30/2022			248-451-804.000	END BALANCE	740.25	0.00	740.25
07/01/2021			<b>248-451-818.000 CONTRACTUAL SERVICES</b>			BEG. BALANCE	0.00
07/14/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 07/2021	JUL2021	167.00		167.00
08/09/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 08/2021	AUG2021	167.00		334.00
09/08/2021	AP	INV	PRJCT #131014SG2021L SH DDA DISTRICT	209282	1,590.00		1,924.00
09/15/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 09/2021	SEP2021	167.00		2,091.00
10/11/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 10/2021	OCT2021	167.00		2,258.00
11/09/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 11/30/2021	NOV2021	167.00		2,425.00
12/17/2021	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 12/2021	DEC2021	167.00		2,592.00
01/13/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 01/2022	JAN2022	175.00		2,767.00
02/15/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 02/2022	FEB2022	175.00		2,942.00
03/16/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 03/2022	MAR2022	175.00		3,117.00
04/12/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 04/2022	APR2022	175.00		3,292.00
06/30/2022			248-451-818.000	END BALANCE	3,292.00	0.00	3,292.00

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
07/01/2021			<b>248-451-818.040 DOWNTOWN IMPROVEMENT</b>		BEG. BALANCE		0.00
09/08/2021	AP	INV	3'X30' 2 SIDED OVER THE STREET BANNEI	18513	1,000.00		1,000.00
11/08/2021	AP	INV	REPAIR DISTRIBUTED AUDIO SYSTEM	110221.1	5,300.00		6,300.00
03/10/2022	AP	INV	CROWN DIST AUDIO POWER AMP, SPEAKER C	030322.1	6,570.69		12,870.69
06/30/2022			248-451-818.040	END BALANCE	12,870.69	0.00	12,870.69
07/01/2021			<b>248-451-956.000 MISCELLANEOUS</b>		BEG. BALANCE		0.00
09/08/2021	AP	INV	OVERPAYMENTS OF PPT 01/27/2020	021-02-PPT-19-2030	852.98		852.98
06/30/2022			248-451-956.000	END BALANCE	852.98	0.00	852.98
TOTAL FOR FUND 248 DOWNTOWN DEVELOPMENT AUTHORITY					34,780.75	34,780.75	0.00



# Bylaws of the St. Johns Principal Shopping District Of St. Johns, Michigan

## ARTICLE I

### Name

Section 1: The name of this organization shall be the St. Johns Principal Shopping District (PSD), hereinafter referred to as the PSD.

Section 2: The municipality of this organization is the City of St. Johns, Michigan, hereinafter referred to as the municipality.

## ARTICLE II

### Mission Statement/Purpose

Section 1: Mission Statement: The PSD is dedicated to the physical and economic development of our downtown by maintaining and improving experience in the St Johns PSD with emphasis on preserving its historical heritage, for its citizens, businesses and visitors.

Section 2: This shall be accomplished by fostering marketing, business recruitment/retention, events, common area maintenance, and decoration of the downtown St Johns district.

## ARTICLE III

### Board

Section 1: The PSD Board shall be comprised of no less than 9 and no more than 13 members. The members shall include:

- (a) Municipality's chief executive officer or their designee
- (b) One member of the Clinton County Commission or their designee.
- (c) The remaining members will be appointed by the City Commission with recommendation from the PSD Board.
- (d) If the downtown district has 100 or more persons residing within its boundaries, not less than 1 of the PSD Board members shall be a resident of the downtown district.

Section 2: It is the specific intent of the board in recruiting volunteers for the PSD Board and committees, to seek out a broad and diverse spectrum of points of view and interests and to include representatives from both the residential and business communities in order to insure the broadest possible participation and support from the community.

Section 3: PSD Board members shall serve four-year terms, with an option to renew if they so desire. As much as possible, these terms shall be staggered.

Section 4: If a vacancy is created by the death, resignation or removal of a Board member, a successor shall be appointed by the municipality, with the recommendation of the PSD board, for the remainder of the unexpired term.

Section 5: PSD Board members are expected to attend all meetings of the PSD Board. The PSD Board of Directors shall recommend that the municipality replace any member that misses three or more meetings in a row without an excused absence, or 4 unexcused absences during a calendar year.

Section 6: Members of the Board shall serve without compensation but shall be reimbursed for actual and necessary expenses approved by the PSD.

Section 7: All new PSD Board members shall be provided material to familiarize themselves with the objectives, responsibilities and procedures of the PSD Board within the first three months of their initial term.

Section 8: A Board Member who has any interest in any matter before the Board shall disclose his interest prior to the Board taking any action with respect to the matter, which disclosure shall become part of the record of the official proceedings, and the interested Board member shall refrain from participation in the proceedings related to that matter.

#### ARTICLE IV Officers of the Board

Section 1: The PSD shall elect from its membership a chairperson and vice chairperson. The chairperson manages and focuses the PSD Board's responsibilities, oversees the Board's interactions and handles administrative matters related to policy set by the PSD Board. The vice chairperson works closely with the chairperson, providing support through shared responsibilities, and when the chairperson is absent, assumes the duties of same.

Section 2: The PSD shall elect from its membership a secretary/treasurer. The secretary/treasurer assures that meeting minutes of the Executive Director are accurate and the financial reports from the City Treasurer accurately reflect revenue and expenses.

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he PSD may also employ and fix the compensation of a treasurer and a secretary who are not members of the PSD Board.

Section 3: No member shall hold more than one office at a time.

Section 4: Officers of the Board shall serve 1-year terms and may serve no more than three consecutive terms in any specific office.

## ARTICLE V Regular Meetings

Section 1: Regular meetings of the PSD shall be held monthly. The time, date and location of the meeting will be designated by the Board.

Section 2: All regular meetings and special meetings of the PSD shall be open to the public and held in compliance with Act No. 267 of the Public Acts of 1976.

Section 3. At a regular meeting of the PSD. Any matter brought up from the citizen may be referred to another time or referred for study and recommendation upon request of the PSD Board. If a majority of the PSD Board present agrees, said matter may be acted upon immediately. The Chairperson may allow inquiries or comments to be made at such time as the related subject appears on the prepared agenda.

Section 4: A majority roll call vote of members appointed and serving shall be required to call a closed session, for closed sessions permitted under Section 8 of Act 267 of 1976.

Section 5: The PSD shall have the power to adjourn any regular or special meeting to a date and time which shall not be beyond the time of the next regular meeting. The adjourned meeting shall be considered as a continuation of the same regular or special meeting. Any business which would have been proper for the PSD to consider at such meeting may be considered and acted upon at the adjourned meeting.

Section 6: The majority of the PSD shall constitute a quorum for the transaction of business at all meetings, but in the absence of a quorum, two or more members may adjourn any regular or special meeting to a later date.

Section 7: Draft minutes of any meeting of the PSD will be distributed to all members of the PSD for their review prior to the next regularly scheduled meeting. Minutes of the proceedings of regular or special meetings shall be prepared at the request of and provided to any member of the PSD or the municipality. Minutes of closed meetings shall be maintained in conformity with and shall be subject to the provisions of the Open Meetings Act, Act 267 of the Public Acts of 1976, as amended.

## ARTICLE VI Special Meetings

Section 1: Special meetings of the PSD Board may be called upon written request of the Chairperson or any three members of the Board on 24-hours written notice to each member of the PSD Board. The written notice shall designate the purpose of such meeting and shall be served personally or left at the usual place of residence or business of each Board member. Any special meeting at which all members of the PSD are present or have waived notice in writing shall be a legal meeting for all purposes.

Section 2. No business shall be transacted at any special meeting unless the same has been stated in the notice of such a meeting.

## ARTICLE VII Annual Meeting

Section 1: An annual meeting of the PSD Board shall be held in the month of June each year. The purpose of the meeting is to review Board member appointments, vote on the Board of Directors (Chairperson, Vice Chairperson and Secretary/Treasurer), assess yearly goals and accomplishments, and perform strategic planning for the upcoming year.

## ARTICLE VIII Director

Section 1: The board may employ and fix the compensation of a director, subject to the approval of the governing body of the municipality. A member of the board is not eligible to hold the position of director. The director shall be the chief executive officer of the authority.

The PSD Executive Director shall:

- a. Maintain the files of the PSD.
- b. Conduct all administrative duties resulting from actions of the Board.
- c. Complete all paperwork of District action consistent with these rules and regulations, except where otherwise directed by the Authority.
- d. Prepare PSD meeting packets including: Notice of meeting, agenda, past meeting minutes for approval, reports for board consideration and action.

Section 2: The PSD Executive Director shall report directly to the PSD Board. The PSD Executive Director shall supervise all other staff of the PSD. The PSD Executive Director shall attend all meetings of the PSD Board and shall render to the PSD Board and the municipality a monthly report covering the activities and financial condition of the PSD.

Section 3: The PSD Executive Director shall serve at the pleasure of the PSD Board and sign a written contract signed and approved by the PSD Board and the municipality.

Section 4: An annual performance evaluation process and procedure shall be utilized for review of the PSD Executive Director's job performance by the PSD Board.

## ARTICLE IX Committees

Section 1: The PSD shall create standing committees as the board of directors determines necessary to carry out the business of the authority. No fewer than three (3) individuals shall serve on each committee.

Section 2: The Chairperson of any committee shall be a member of the PSD Board. The Chairperson shall be responsible for directing and coordinating affairs of the committee and shall be appointed by PSD Board.

Section 3: The maximum number of individuals allowed to serve on each committee shall be at the discretion of the committee's Chairperson. The committees may include outside consultants, residents of the city and business people of the PSD district. A committee member, shall serve at the pleasure of the PSD Board and be appointed to the committee by the Board

Section 4: The PSD Executive Director shall act as a permanent consultant to each committee and is expected to attend committee meetings as much as possible.

Section 5: All Committee meetings will be open to the public but are not required to follow the Open Meetings Act. Each Committee Chair shall: notify the Board of all meeting times, dates and locations so as to aid in publicity and recruitment of additional members; keep written minutes of each meeting to be included in the monthly packets and filed with the PSD; keep the PSD Executive Director informed of the events of each meeting; fulfill charges of and answer to the PSD; act in the best interest of the PSD at all times. Committee meeting shall be scheduled monthly at a regular time and date. Cancellation of monthly meetings should be done with at least 24 hours notice.

## ARTICLE X Contracts, Budget and Funds

Section 1. The board may authorize the Executive Director or an agent or agents of the PSD to enter into any contract or execute and deliver any instrument on behalf of the PSD. The authorization may be general or confined to specific instances.

Section 2: Budget. The Director annually in March shall prepare and submit for the approval of the Board a budget for the operation of the PSD for the ensuing fiscal year. The budget shall be prepared in the manner and contain the information required of municipal departments. Before the budget may be adopted by the Board, it shall be approved by the governing municipality. Funds of the municipality shall not be included in the budget of the PSD except those funds authorized by law and by the Commission.

Section 3: All orders for the payment of money, notes, or other evidence of indebtedness issued in the name of the PSD shall be submitted to City of St. Johns for payment. The financial records of the PSD shall always be open to the public and a monthly accounting of expenses will be made at a regular board meeting.

Section 4: The board may accept on behalf of the PSD any contribution, gift, bequest or device for the general purposes or for any special purpose of the PSD.

Section 5 All fund use allocation, which is not already provided for in the PSD annual budget and is over \$1000, shall require approval by a majority vote of the PSD Board.

#### ARTICLE XI Fiscal Year

Section 1: The fiscal year of the PSD shall begin on the first day of July and end on the last day of June each year.

#### ARTICLE XII Citizen's Council

Section 1: A citizen's council shall be established when the population of the district is more than 99 residents and shall convene at minimum, 1(one) meeting per year.

Section 2: The citizen's council shall be composed of 9 members who reside in the district and will be appointed by the City Commission.

#### ARTICLE XIII District Boundaries

Section 1: The PSD shall exercise its powers within the following area of the downtown district of the City of St. Johns: SEE ATTACHMENT "A" for district boundaries,

#### ARTICLE XIV BYLAWS

Section 1: The Board shall have the power to make, alter or amend the bylaws in whole or in part, to be effective upon approval of the City Commission. Written copies of the proposed changes



shall be delivered to the Board prior to submission for approval at the next preceding regular or special meeting of the Board.

**Section 2: These bylaws shall become effective upon approval of the City Commission of the City Of St. Johns. Until such approval the bylaws shall be temporary bylaws for the Authority.**

Approved by the City Of St. Johns PSD Board on

Date of Approval

\_\_\_\_\_

Date\_\_\_\_\_

Secretary

Approved by the City Commission of the City Of St. Johns on

Date of Approval

\_\_\_\_\_

Date\_\_\_\_\_

St Johns City Clerk