



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

AGENDA
Principal Shopping District Meeting
May 3, 2023
11: 30 am, PSD Office/Fire Hall

BOARD OF DIRECTORS
2022 - 2023

Chairman
Jason Butler
Butler Financial

Vice-Chairman
Tyler Barlage
Community Christian Church

Secretary-Treasurer
Bruce DeLong
Clinton County

Directors
Ed Brandon
Gilroy's Hardware

Amber Haubert
Global Coffee

Erika Hayes
Jackson & Hayes, PC

Tracy Kossaras
Kurt's Appliance

Kristina Kinde
City of St. Johns, MI

Nancy McKinley
Castle Resident

Corinne Trimbach
Mint Door

Craig Smith
Main Street Café

Mariah Leiby
Salon 989

Marketing
Tyler Barlage-Chair
Erica Hayes
Ethan Painter
Emily Baudoux
Kim Zuehlke
Vickie Schaffer

Design
Kim Zuehlke
Mariah Leiby

Events
Corrine Trimbach-Chair
Tracy Kossaras-Chair
Jaime Madar
Jessica Whitford
Nancy McKinley
Jason Butler

Executive, Finance, Strategic Planning

Tyler Barlage
Bruce DeLong
Dave Kudwa
Jason Butler
Corinne Trimbach
Tracy Kossaras

CONTACT INFO

Executive Director
Heather Hanover
989-224-8944:
psdcityofsj@gmail.com

* 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 April 5,2023
 - B. *Minutes from Executive, Marketing and Event Meetings
 - C. *City of St Johns monthly financial report through April 28,2023
 - D. *Director's Report
4. **Communications**
 - A. Events Committee 11:37am (3 minutes)
 - B. Marketing Committee: 11:40am (10 minutes)
 - I. New Branding
 - C. Executive Committee 11:50 am (3 minutes)
5. **Old Business**
 - A. None
6. **New Business**
 - A. Resolution to Approve Temporary Liquor License Application 11:53 am(2 Minutes)
 - B. Call in Coalition Presentation 11:55 am(10 Minutes)

Next Regular PSD Board Meeting June 7, 2023



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

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2022 - 2023

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Jason Butler

Executive, Finance, Strategic Planning

Tyler Barlage
Bruce DeLong
Dave Kudwa
Jason Butler
Corinne Trimbach
Tracy Kossaras

CONTACT INFO

Executive Director
Heather Hanover
989-224-8944 Ext233:
psdcityofsj@gmail.com

AGENDA

Downtown Development Authority Meeting
May 3, 2023

Immediately After 11:30 PSD Meeting at DDA Office

* Indicates an attachment

1. **Call to Order 12:05pm**
2. **Additions to the Agenda 12:06pm**
3. **Approval of the Consent Agenda: 12:07pm**
 - A. *Minutes of meeting dated April 5,2023
 - B. *City of St Johns monthly financial report through April 28,2023
4. **Communications**
 - A. Design Committee Up Date 12:08 pm(3 minutes)
5. **Old Business**
 - A. None
6. **New Business**
 - A. Board of Directors Size and Renewals 12:11 pm (10 minutes)
7. **Public Comment (please keep to under 3 minutes) 12:21 pm (10 minutes)**

Adjournment 12:31 pm

Next Regular DDA Board Meeting June 7, 2023



St. Johns Principal Shopping District and Downtown Development Authority
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Church

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Clinton County Commissioner

Directors
Ed Brandon
Gilroy's Hardware

Amber Haubert Global
Coffee

Erika Hayes
Jackson & Hayes, PC

Tracy Kossaras
Kurt's Appliance

Kristina Kinde
City of St. Johns

Mariah Leiby
Salon 989

Nancy McKinley
The Castle Residence

Corinne Trimbach Unique
Reflections

Craig Smith
Main Street Café

COMMITTEES

Marketing
Tyler Barlage-Chair
Erika Hayes
Emily Baudoux
Ethan Painter
Kim Zuehlke
Vicki Schaffer

Events
Tracy Kossaras-Chair
Corinne Trimbach-Chair
Nancy McKinley
Jason Butler
Jaime Madar

Design
Amber Haubert-Chair
Mariah Leiby
Kim Zuehlke

**Executive, Finance, Strategic
Planning** Jason Butler-Chair

Tyler Barlage
Bruce Delong
Dave Kudwa
Amber Haubert
Tracy Kossaras
Corinne Trimbach

CONTACT INFO
Executive Director Heather
Hanover
989-224-8944x 233
Email: psdcoityofsj@gmail.com

Meeting Minutes
Downtown Development Authority
April 5, 2023
After PSD Meeting, PSD Office

Members Present: Jason Butler, Tracy Kossaras, Amber Haubert, Bruce Delong, Corinne Trimbach, Erica Hayes, Tyler Barlage, Kristina Kinde, Nancy McKinley and Ed Brandon.

Other Present: Roberta Cocco, Liz Janetzke, Chief Dave Kirk and Heather Hanover

1. Meeting was called to Order by Chairman Butler at 12:08 pm

2. Additions to the Agenda: None, motion to approve by Bruce Delong, seconded by Erika Hayes, motion carried.

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

A. Minutes of meeting dated March 1, 2023

B. City of St Johns monthly financial report through March 29, 2023

4. Communications

A. Design Committee up Date: Amber stated that the grants for Jet Speed's façade and the Ken Harris building that holds Tami's Tutoring were approved at the last meeting. The money remaining to award is \$23,153.15. Amber discussed Keith Koneval's project with him and her committee decided to give him half of what it would cost to fix his east wall approximately \$9000. Erika Hayes asked about seeing the plans and the proposed application before the board votes. Amber Haubert stated that she gave a power point presentation at the last meeting. The board felt that to thoroughly consider these Façade grant requests, they need to see the applications before the meeting and would like to see the minutes from the Design Committees meeting where the grants were considered. The board did not feel qualified to make a decision without first reviewing the information. Amber Haubert stated after this discussion she is resigning her position as Design Chair and will send all information about the Façade Grant Program to the Executive Director. She will finish the planting of this year's pots because she has made those arrangement but that will be her last act as Chair. Her resignation was accepted by the board. Discussions on having a new Design Committee Chair or possibly dividing up the responsibilities were discussed. This item will be further discussed at the next Executive Committee meeting.

5. Old Business

A. None.

6. New Business

A. Communication: Chairman Butler state that he is troubled by emails criticizing the Executive Director from Amber Haubert. His preferred method to handle any problems or complaints would be to contact him to discuss and then he will make the applicable fix or recommendation. If a board member is not happy with his response they can bring the matter to the board at a meeting and go into closed session if justified.

7. Public Comment: Liz Janetzke from Briggs Library discussed a new program the our Library is participating in. It is a legal self-help station that is being placed in library's around the state. The Library is doing a soft launch in April and will have a bigger opening when more information is available. Heather



St. Johns Principal Shopping District and Downtown Development Authority

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talked about the city's plans for the parking permit changes. The city is working with King Media on signage and messaging to help with the changes to the program.

Motion to adjourn made by Erika Hayes, seconded by Tracy Kossaras, meeting adjourned at 12:32pm

Next meeting May 3, 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

April 5, 2023

11:30 am, At PSD Office

BOARD OF DIRECTORS 2022 - 2023

Chairman
Jason Butler
Butler Financial

Vice-Chairman
Tyler Barlage
Community Christian Church

Secretary-Treasurer
Bruce Delong
Clinton County
Commissioner

Directors
Ed Brandon
Gilroy's Hardware

Amber Haubert
Global Coffee

Erika Hayes
Jackson &
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Tracy Kossaras
Kurt's Appliance

Dave Kudwa
City of St. Johns, MI

Mariah Leiby
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Nancy McKinley
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Corinne Trimbach
Unique Reflections

Craig Smith
Main Street Café

COMMITTEES

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Erica Hayes
Emily Baudoux
Ethan Painter
Kim Zuehlke
Vicki Schaffer

Events
Tracy Kossaras-Chair
Corinne Trimbach-Chair
Nancy McKinley
Jason Butler
Jaime Madar

Design
Amber Haubert-Chair
Mariah Leiby
Kim Zuehlke

**Executive, Finance,
Strategic Planning**
Jason Butler-Chair

Tyler Barlage
Bruce Delong
Dave Kudwa
Amber Haubert
Tracy Kossaras
Corinne Trimbach

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Executive Director
Heather Hanover
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Email: psdcityofsj@gmail.com

Members Present: Jason Butler, Tyler Barlage, Amber Haubert, Tracy Kossaras, Nancy McKinley, Bruce Delong, Corinne Trimbach, Kristina Kinde, Ed Brandon and Erika Hayes

Other Present: Roberta Cocco, Liz Janetzke, Chief Dave Kirk and Heather Hanover

1. **Meeting was called to Order by Chairman Butler at 11:30am**
2. **Additions to the Agenda** None, Motion to approve the agenda as presented by Bruce Delong, seconded by Ed Brandon, motion carried
3. **Motion to Approve the Consent Agenda made by Bruce Delong**, seconded by Taylor Barlage motion carried.
 - A. Minutes of meeting dated March 1, 2023
 - B. Minutes of the Executive, Marketing and Events Committee Meetings
 - C. City of St Johns monthly financial report through March 29,2023
 - D. Director's Report

4. Communications

- A. **Events Committee:** Corinne and Tracy reported that things are all set for the Bunny sHop event that is happening tomorrow. Kurt's Appliance purchased the eggs for decorating and stuffing. The Lions are loaning us the bunny costume and the singer is all set. Amber Haubert was bothered with the fact that the Design Committee was not consulted about the Easter Eggs in the planters. She has had some complaints.
- B. **Marketing Committee:** Tyler reported on attending the Michigan Downtown Association conference. He received a lot of good marketing information at the conference. The marketing committee is working on branding and the logo in the packet was just a first try and not what the committee is promoting at this time. Tyler also talked about what the marketing funds in the budget will go to. He is excited to do a wide range of marketing media. The budget also includes money to pay a professional brander and we will be working with an artist that Ethan Painter is familiar with. Jason Butler asked about working with the city if they are also rebranding to give a consistent message for the city. Tyler said the committee has talked about making our brand consistent with what the city is doing. Kristina Kinde also mentioned the possibility of utilizing King Media who the city uses for Marketing.
- C. **Executive Committee:** Jason stated that at the last Executive Meeting the main focus of the meeting was the budget for next fiscal year and that will be discussed later in the agenda. It was a long meeting but he feels we came up with a great budget and he thanked Treasurer Kristina Kinde for her aid during that meeting.

5. Old Business

A. **2023-24 Budget:** The PSD and DDA Budgets were presented. Some highlights include money for a hot dog cart and the continuation of the Façade Grant Program. While there are a lot of proposed projects for the DDA funds, we cannot do everything unless we get some grants. The Capital Region Community Foundation grant will give up to \$75,000 in matching funds. Chairman Butler presented that the city cannot give money to facades but the DDA can. The city can help with trash cans and benches. Does the board prefer to apply for \$20,000 from CRCF for trash cans or \$75,000 to help with the three large façade projects that are requesting money from us. Amber Haubert felt that the trash cans and benches would be more beneficial to the whole downtown and are what people see when they are in downtown. The other board members felt that this is the only avenue for façade grants and to get these big projects done will be a big impact on the downtown. The money for trash cans and benches could be a cost share with the city. Motion by Erika Hayes, seconded by Ed Brandon to use the CRCF grant to help with Facades. Motion Approved. Motion by Corinne Trimbach to approve the PSD and DDA budgets,



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As presented, seconded by Erika Hayes, motion carried.

6. New Business

A. None.

Motion by Erika Hayes, seconded by Ed Brandon to adjourn the meeting, motion carried.
Meeting adjourned at 12:08pm

Next Regular Meeting My 3, 2023



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Constitution Hall - 525 W. Allegan, Lansing, MI 48933
 Mailing Address: P.O. Box 30005, Lansing, MI 48909
 Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
 Request ID: _____
 (For MLCC Use Only)

Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special License

(Required under Administrative Rule R 436.576 - Not Required for Candidate Committee)

At a Regular Special meeting of the Membership Board of Directors

called to order by Tyler Barlage on May 3,2023 at 11:30am
 (Date) (Time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from St Johns Principal Shopping District
 (Name of Organization)

for a Special License to serve alcohol on August 11 &12,2023
 (Event Date or Dates)

to be located at 300 Block of N. Clinton Ave, St Johns, MI 48879
 (Physical Address - Include Location Name, Street Address, City, State, & Zip Code)

It is the consensus of this body that the application be approved for issuance.
 (Recommended or Not Recommended)

Approval Vote Tally

Yeas: _____

Nays: _____

Absent: _____

Certification by Authorized Officer of Organization:

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the

Membership Board of Directors at a Regular Special meeting held on May 3,2023
 (Date)

 Print Name & Title of Authorized Officer Signature of Authorized Officer Date



*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*

Events Committee Meeting Minutes

April 6, 2023

Members Attending: Nancy McKinley, Tracy Kossaras, Jason Butler, Jamie Madar, Corinne Trimbach, Jessica Whitford and Heather Hanover

- 1) Bunny sHop Event: The Lions club let us borrow their Easter Bunny Costume. The staff at Kurt's Appliance center has been filling the eggs and paid for the large eggs to decorate the pots. Heather asked about having a bench for the Easter Bunny to sit at. It was decided that he would walk up and down the street and rest when he needs. Josh from Kurt's Appliance will be the bunny. Jason Butler will supply the tent for the Street Singer and the new connector for the singer will be installed on Thursday before the event.
- 2) Thursday Market: There was talk on where to have the market. There was talk on having it near bathrooms. It was decided to have the market on Higham Street just west of Clinton Ave. The cost to vendors will be \$25 for all four markets or \$10 per market. Jamie will help with the sign-up website and laminating the numbers for the vendors.
- 3) Hot Dog Cart. The board approved including the cart in next year's budget. Corinne has seen a few for \$2000 to \$6000. We don't need a fancy one. Heather does have a possible grant for the cart. We will keep working. Jamie knows the process for getting the health department permits when we do get the cart.
- 4) Mint Fest: The bands are all set for Friday and Saturday. We need security for the stage during the concert and overnight to watch the equipment. Jessica offered her husband who is a correction officer. We will discuss pay and volunteers for during the event. The group would like to have a corn hole tournament again this year. We will make it better with double elimination and a better purse. It was decided to have it on both nights. Jamie also has a gentleman that is willing to run the tournament, who has a lot of experience and knows of some custom boards with downtown business logos on them. There was also talk of leaving the tents and tables set up and having the parade turn on Walker. There was also discussion of having the Mint Car show extent east and west on Walker and Higham instead of the third block of Clinton, which will be reserved for the beer tent.

Executive Committee Meeting Minutes

April 18, 2023

Members attending: Jason Butler, Bruce Delong, Tyler Barlage, Kristina Kinde, Tracy Kossaras and Heather Hanover

1. Optimize Main Street: This is a program from the MEDC to help small businesses with technology needed to improve their business. We participated successfully last year. We have 8 businesses interested this year but we can only pick 2 at this time. The committee discussed who has received grants in the past and who has is in the most need. The committee decided to pick Woodbury's Flower Shop and Global Coffee.
2. Façade Grant Application: In hopes of getting additional funding to help with the 3 large façade grant requests received, the board decided to try for a CRCF Impact grant to get further funding. The three large projects are the Mazzolini project(Bruno's), the Koneval Project(old Alibi building) and the Arnst Brothers(3 buildings by Dominos). There is a 50:50 match. The DDA will put \$5000 toward each project. Heather will work the building owners and write up the grant.
3. Design Chair: With the resignation of our Design Chair the committee discussed their next steps. They decided at this time to go without a design chair. There was also discussion on whose board positions are up for renewal. This year it is Corinne Trimbach and Amber Haubert. Each board member was discussed. It was decided to recommend to the board, Corinne Trimbach, who is the current Events Chair and to go down to 11 members on the board so that we have an odd number.
4. Purchase of Hot Dog Cart and Logo. The hot dog cart and logo design costs were approved in the 23-24 budget but may need to be purchased. There is space in the budget this year. The committee agreed to recommend the logo expense this year and see what happens with the hot dog cart and possibly a grant for that. The logo will be added to the next board agenda. The Committee also reviewed the new proposed logo. Everyone thought it looked great and hopes is can be the end of logo discussions for the next 10 years.
5. Beverage Tent Liquor License Application: Every year the board must pass a resolution supporting the application. This will be added to the agenda.
6. Chairperson Butler announced that he will not be able to chair the next board meeting. Vice Chair Tyler Barlage will chair the meeting.
7. Chairperson Butler asked about having lights strung across main street from light pole to light pole for the beverage tent. The board thought that was a great idea.
8. Other items for the agenda: There was a short discussion on how to lend out the tables and chairs, the sound system or give financial support to non-PSD events. It was felt like this should happen on a case-by-case basis. There was discussion on having a returnable fee so that the equipment is well taken care of.
9. Next Meeting is May 16th.



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Marketing Committee Minutes
April 13, 11:30 am
PSD Office

Present: Tyler Barlage , Ethan Painter, Emily Baudoux, Erika Hayes and Heather Hanover

1. Marketing Budget: Tyler informed the group that the Marketing Budget was approved. We will have funds for the rebranding and other marketing ideas. The budget doesn't begin until July 1st but we could possibly use some of this year's budget to pay for the new brand, \$1400. Heather will ask Chairperson Butler about a budget amendment

2.Branding: Tyler discussed the timeline for the rebranding the committee came up with and moving forward. He is excited to see what Emily and Ethan have come up with. Its development will put us ahead of schedule. Emily and Ethan have been working with an artist and would like to propose a color scheme and logo for our new branding. The board loved the color scheme and the logo. Erika felt the mint leaf was great and could be a symbol of our town. After the MDA meeting where the marketing presentation emphasized authentic and verifiable logos, the whole committee felt this logo fit the bill. There was discussing of paying the artist bill, which is \$1,400. The money budgeted is actually next fiscal year, starting in July but we do have funds remaining from this year. Heather will ask Chairman Butler about moving that expense up. Emily will be at the next board meeting to present the proposed brand.

There was also discussion on who is in charge of the pole banners and how they get paid for. It was decided to put up the spring banners from last year for now.

Attachments: Tyler's handout
Branding information

Downtown St Johns

Logo Design

March 30, 2023

Pantone 433

ELEGANT GROUNDED RELIABLE
SMART SOPHISTICATED STRONG
TASTEFUL TIMELESS TRUSTED

Pantone 339

COMFORTABLE CREATIVE EXPRESSIVE FRESH
HARMONIOUS INVITING JOYFUL
PEACEFUL STRONG-WILLED SUCCESSFUL

Pantone 337

APPROACHABLE COMFORTABLE FRESH
FRIENDLY HARMONIOUS HELPFUL
JOYFUL PEACEFUL RELAXED

White

BRIGHT CLEAN GOOD-NATURED
OPTIMISTIC POSITIVE SAVVY
SMART TRUSTED WHOLE

DOWNTOWN
St 
Johns



DOWNTOWN
St 
Johns



DOWNTOWN
St
Johns



DOWNTOWN
St
Johns



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St 
Johns



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St 
Johns





**FAÇADE GRANT AGREEMENT BETWEEN THE ST JOHNS DOWNTOWN DEVELOPMENT
AUTHORITY AND [ENTITY NAME]**

This Agreement entered into [Month Day, Year] by and between the St Johns Downtown Development Authority (hereinafter “St Johns DDA”), and [Entity Name] organized and existing under the laws of the State of Michigan (hereinafter referred to as the “Grant Recipient”).

WITNESSETH THAT:

WHEREAS, the St Johns DDA desires to extend to the Grant Recipient the benefit of a Façade Program to carry out building facade improvements for the property located at [Property Address].

WHEREAS, the Grant Recipient agrees to accept the grant funds and carry out the Project and Façade Improvements pursuant to the requirements of the Agreement in a lawful, satisfactory and proper manner and in accordance with all policies, procedures and requirements which have been, or from time to time, may be prescribed by the St Johns DDA.

NOW, THEREFORE, the St Johns DDA and the Grant Recipient do mutually agree as follows:

1. PROJECT DESCRIPTION AND GRANT AWARD

- A. Project Objectives: The objective of this Agreement is to implement and carry out building facade improvements pursuant to other requirements and guidelines established by the St Johns DDA in this Agreement. It is the purpose of these grants to encourage façade improvements that will exceed normal maintenance and repair of buildings and that will encourage and contribute to the further improvement of the entire district.
- B. Scope of Façade Improvements: Defined as the intended physical improvements to the building façade as shown in detailed drawings, specifications, line-item budget, and other documents attached hereto (hereinafter referred to as the “Façade Improvements”, See Attachment A).
- C. Project: The Project is defined as the eligible Façade Improvements, the necessary coordination and administrative responsibilities required of the Grant Recipient to satisfy the requirements of this Agreement and any other associated building improvements.
- D. Time of Performance: The Grant Period is [X] months beginning on [Start Date] and ending on [End Date]. Requests for extensions are subject to approval from the St Johns DDA. Extensions will only be granted in exceptional cases that are determined to be beyond the Grant Recipient’s control. Failure to complete the Façade Improvements in the agreed upon time or approved extensions shall result in loss of the Grant.

Grant Recipient Initials: _____

E. Inspection of Work: Upon final completion of the Façade Improvements, the Grant Recipient shall schedule an onsite inspection with the Façade Design Committee to verify that the Façade Improvements portion of the Project has been 100% completed in accordance with the Grant Agreement and within the Grant Period.

F. Grant Amount:

1. For Facade Improvements, Grant Funding will provide up to a 50% The reimbursement will never be more than 50% of the project costs. The amount approved for this project is.\$_____ This amount is contingent on full project investment being made by Grant Recipient in accordance with the Grant Agreement and within the Grant Period.

2. The Grant Recipient shall expend the funds authorized through the St Johns DDA's Grant on a reimbursable basis. Funds will only be disbursed for the expenses related to the Façade Improvements included under this Agreement that were paid by the Grant Recipient within the Grant Period.

3. The St Johns DDA makes no implied or explicit guarantee, offer or representation of future funding from the St Johns DDA beyond the termination of this Agreement.

2. **DISBURSEMENT OF FUNDS**

A. Disbursements:

1. Disbursement of funds will only be made following 100% completion of the Façade Improvements. No partial or interim disbursements will be issued.

2. Funds will only be disbursed for Façade Improvement expenses incurred during the Grant Period, in accordance with this Agreement and Grant Guidelines.

3. Disbursements of grant funds to the Grant Recipient by the St Johns DDA for Façade Improvement expenses incurred and agreed as eligible in accordance with this Agreement will be made on a reimbursement basis. Expenses eligible for reimbursement from the Grant will be only for work associated with the approved Façade Improvements attached to this Agreement.

4. Documents to be submitted as part of a reimbursement request shall include the following:

- a. A completed Reimbursement Process Checklist initialed and dated by Grant Recipient to be submitted with a reimbursement request (See Attachment B)
- b. A final waiver of lien, stating the total dollar amount of the Façade Improvements portion of the work, signed by each contractor that has completed work on the Façade Improvements. (See Attachment C)
- c. A statement of satisfaction signed by the Grant Recipient. (See Attachment D)
- d. Proof the improvements have passed final inspection and meet all City of St Johns code requirements including zoning, building and safety codes (if applicable).

- e. Proof all contractors have been paid in full by the Grant Recipient for the portions, or parts of the project, that the applicant is submitting for reimbursement. This proof shall be a final invoice marked “Paid in Full” and copy of check payable to contractor(s).
5. The Grant Recipient shall submit reimbursement requests after completion of all required Façade Improvements. Documentation for reimbursement shall be submitted to Heather Hanover, St Johns DDA Executive Director, 100 E State Street, St Johns, MI 48879 or psdcityofsj@gmail.com
6. Reimbursement will be remitted to the Grant Recipient within 30 days receipt of all required documentation.
7. Any Façade Improvement expenses in excess of the approved Grant Award, or any Project expenses that are ineligible for reimbursement, shall be paid by and are the sole responsibility of the Grant Recipient.
8. The City of St Johns and St Johns DDA reserves the right to conduct a Ribbon Cutting Ceremony within 30 days of project completion at the project site.

3. ACKNOWLEDGMENTS

By signing this Agreement, the Grant Recipient acknowledges the following:

- A. Compliance with Applicable State and Local Laws and Rules. The Project is in compliance with all applicable State and Local laws, ordinances and rules, or will result in compliance with State and Local laws, ordinances and rules.
- B. Additional Grant Funds. The St of St Johns DDA shall not provide additional funding for the Façade Improvements in excess of the original Grant Award. In the event that the grant funding provided pursuant to the Grant Agreement is not sufficient to complete the Façade Improvements for which the Grant was approved, the Grant Recipient shall complete the Project and assume responsibility for any additional expenses in excess of the Grant award amount.

4. OTHER TERMS AND CONDITIONS

A. Access Agreement. The Grant Recipient shall grant the St Johns DDA and any contractors or representatives of the City a right of access to enter the property during reasonable business hours and without prior notice. The signing of this Agreement by the Grant Recipient shall constitute written permission for right of access.

B. Contractors

1. The Grant Recipient agrees to secure qualified personnel and/or licensed and insured contractors and subcontractors, where required by City Building Code, to complete the Façade Improvements and the associated Project work.

2. Where performance of Grant Funded activities are carried out by any contractor or subcontractor of the Grant Recipient, the provisions of the Agreement shall be made binding on such contractor and subcontractor by the Grant Recipient. The Grant Recipient has the ultimate legal responsibility for ensuring compliance with requirements of the Agreement.

3. The Grant Recipient shall demonstrate that any contractor or subcontractor will maintain comprehensive general liability insurance with limits of One Hundred Thousand Dollars (\$100,000.00, non-match & non-reimbursable) for claims which may arise from the Grant Recipient's operations under the Agreement, naming the City of St Johns, the St Johns DDA and the Grant Recipient as additional insured parties.

C. Permits. The Agreement does not obligate the St Johns DDA or the City to issue any permits required by law to implement the Project defined in the Agreement. The Grant Recipient agrees that it must still follow and abide by the normal process for all relevant permits.

D. Discrimination Clause. In performing this contract, the Grant Recipient shall not discriminate against any employee or applicant for employment, with respect to his or her hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, gender, marital status, age, height, weight, sexual preference, or because of pregnancy or a handicap that is unrelated to the employee's or the applicant's ability to perform the duties of a particular job or position.

E. Indemnification. The Grant Recipient shall, to the extent allowed by law, indemnify and hold harmless the City of St Johns, the St Johns DDA and their agencies, officials, employees, and authorized representatives for any and all claims or causes of action arising from or on account of the acts or omissions of the Grant Recipient, its officers, employees, agents or any persons acting on its behalf or under its control, in implementing the Project pursuant to the Agreement, including, but not limited to, claims for damages, reimbursement or set-off arising from, or on account of, any contract, agreement or arrangement between the Grant Recipient and any person for the performance of activities related to the Project, including claims on account of Project delays.

F. Third Party Rights. This Agreement is not intended to grant or create any rights in any third party nor shall it be construed as an indemnity by the St Johns DDA for the benefit of the Grant Recipient or any other party.

5. MODIFICATIONS TO THE AGREEMENT

A. The Grant Recipient or the St Johns DDA may make modifications to the Agreement by mutual consent upon execution of a written amendment to this Agreement signed by both parties. The Grant Recipient must obtain written authorization from the St Johns DDA before implementing any change that materially alters the Façade Improvement portion of the Project, including, but not limited to, revision or substitution of materials, colors, dimensions, and other material changes to the Project. The Grant Recipient shall immediately notify the St Johns DDA, via formal written notice, in the event that a change in the Façade Improvement portion of the Project is requested, or in the event that the Project cannot be implemented as originally proposed under this agreement. Any proposed change in the Façade Improvement portion of the Project is subject to written approval by the St Johns DDA.

Grant Recipient Initials: _____

6. COMPLIANCE WITH THE AGREEMENT

A. Suspension of the Grant. In the event the Grant Recipient fails to comply with the Agreement, the St Johns DDA may, upon having provided reasonable notice to the Grant Recipient of the alleged failure, and in the event that the Grant Recipient fails to correct the alleged failure within a 15-day period of time, suspend the Grant in whole, or in part, and withhold disbursement or prohibit the Grant Recipient from incurring additional obligations of grant funds.

B. Termination for Cause. The St Johns DDA may, in its sole discretion, upon having provided reasonable notice to the Grant Recipient of any alleged violation, failure, or refusal to comply with any term, condition, or provision of the Agreement, and upon failure of the Grant Recipient to correct any violations of the Agreement within a period of 15 days, modify or reduce the total amount of the funds available pursuant to the Agreement or terminate the funding in whole, or in part, at any time. The St Johns DDA will promptly notify the Grant Recipient in writing of the determination, the reason for the termination, and the effective date of termination.

C. The Grant Recipient hereby agrees that no alterations will be made to the exterior of the building, within three (3) years of the date of receipt of the grant proceeds, without first consulting with the Façade Design Committee on behalf of the St Johns DDA. If the Grant Recipient fails to comply, they may be ineligible for future grants and may be subject to repayment of the Grant Amount on a case-by-case basis, to be determined by the St Johns DDA.

Grant Recipient Initials: _____

7. CERTIFICATIONS

A. The Grant Recipient hereby certifies that there has been no known change in the Project or the proposed Façade Improvements described in the grant application.

B. The Grant Recipient hereby agrees to implement the Project and the Façade Improvements as defined in this Grant Agreement and that the funds made available will be used only as set forth in the Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their authorized officers as of the day and year first above written.

[ENTITY NAME]

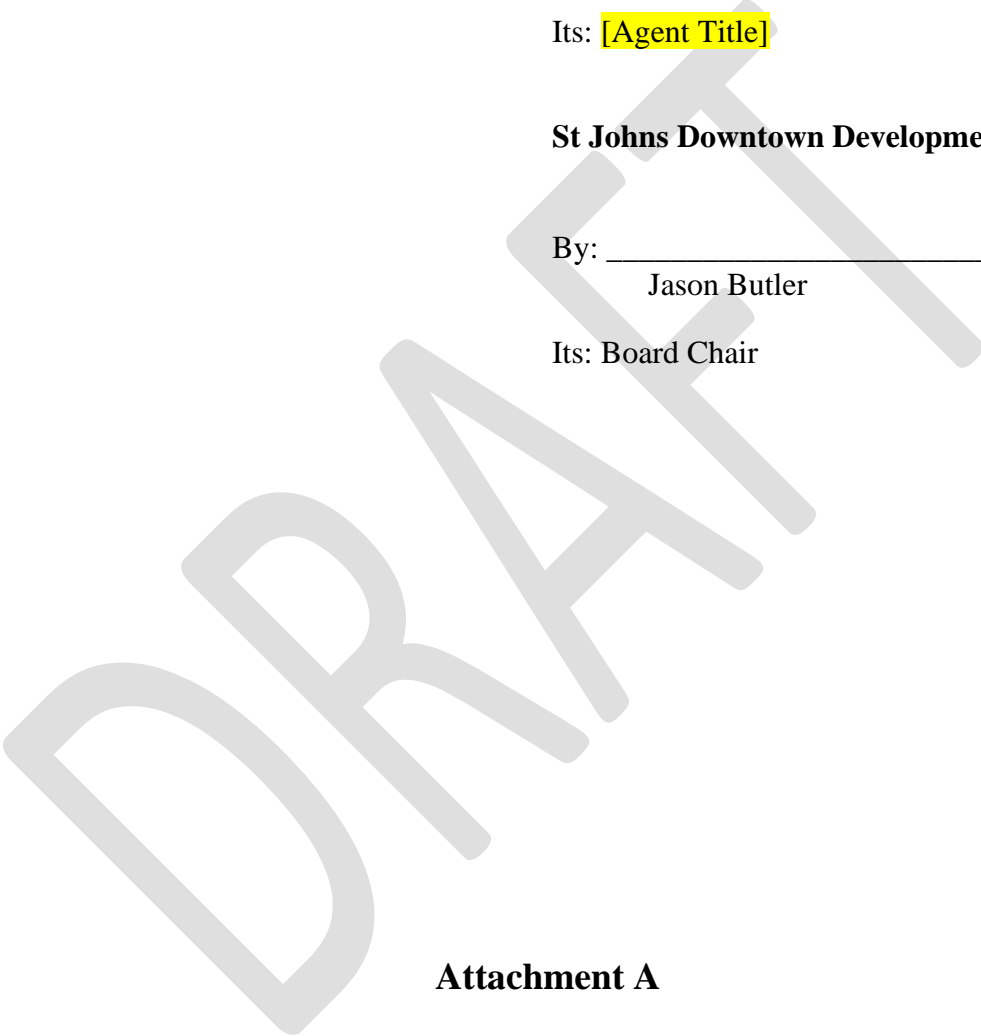
By: _____
[Agent Name]

Its: **[Agent Title]**

St Johns Downtown Development Authority

By: _____
Jason Butler

Its: Board Chair



Attachment A

SCOPE OF FAÇADE IMPROVEMENTS

Application, Drawings, Specifications, Line-Item Project Budget and Additional Supporting Documentation

DRAFT

Attachment B

**PROJECT COMPLETION
REIMBURSEMENT PROCESS CHECKLIST**

Grant Recipient Name: _____

PLEASE NOTE:

- This Checklist is merely a summary aid and does not supersede the requirements of the Grant as outlined in the Façade Grant Agreement .

- Reimbursement will be remitted to the Grant Recipient within 30 days receipt of all required documentation.
- The City of St Johns DDA reserves the right to conduct a Ribbon Cutting Ceremony within 30 days of project completion at the project site.

___ Upon completion of the project, and prior to grant money disbursement, the Grant Recipient shall schedule an on-site inspection with the Façade Design Committee to verify the project has been completed in accordance with the Design Guidelines and as outlined in the Grant and Design Agreement.

Once project completion has been verified, the applicant must provide the following documents for reimbursement:

___ Full Unconditional Waiver of Lien signed by each contractor who has completed the work. (Attachment is provided with Grant and Design Agreement.)

___ A Statement of Satisfaction Form signed by the Grant Recipient. (Attachment is provided with Grant and Design Agreement.)

___ Proof all contractors have been paid in full by the Grant Recipient for the portions, or parts of the project, that the Grant Recipient is seeking reimbursement for. This proof shall be a final invoice marked “Paid in Full” and copy of check payable to contractor(s).

Grant Recipient Initials: _____ Date: _____

Submit Reimbursement Materials to:

Heather Hanover
St Johns DDA Executive Director
100 E State Street
St Johns, MI
Lansing, MI 48879

Attachment C

**FULL UNCONDITIONAL WAIVER
(Under the Construction Lien Act of 1980)**

My/our contract with _____ to
provide _____ (other contracting party) _____ for the improvement of
the property described as: _____

(use attachment if needed)

having been fully paid and satisfied, in the amount of \$ _____ and all my/our
construction lien rights against such property are hereby waived and released.

Contractor Name

(signature of lien claimant)

Address: _____

Phone: _____

Signed on: _____
(Date)

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

Instructions:

- 1. Any waiver of construction lien rights in advance of work performed is invalid.
- 2. A waiver of construction lien rights is valid only to the extent that payment for labor and material furnished was actually made to the person giving the waiver.

**Submit to: St Johns DDA
100 E St Street. St Johns, MI 48879**

Attachment D

**FAÇADE PROGRAM
SATISFACTION OF COMPLETION ACKNOWLEDGMENT**

PROJECT ADDRESS: _____
APPLICANT/OWNER'S NAME: _____

As the applicant/owner of subject property where Façade Improvement work has been completed, I have inspected the work and agree that all work has been satisfactorily completed in accordance with the proposed Project plans, specifications and accepted Scope of Façade Improvements, and is acceptable to me.

As the applicant/owner, I know that I am solely responsible for the upkeep and maintenance of the subject property.

I hereby sign this acknowledgment of my own free will and authorize the St Johns DDA to make final and complete reimbursement of funds for the Façade Improvement portion of the Project.

Signature of Applicant/Owner

Date

Submit to: St Johns DDA
100 E State ST
St Johns, MI 48879

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2022	2022-23 AMENDED BUDGET	YTD BALANCE 04/30/2023	ACTIVITY FOR MONTH 04/30/23	AVAILABLE BALANCE	% BDGT USED
Fund 681 - PRINCIPAL SHOPPING DISTRICT							
Revenues							
Dept 000 - REVENUE							
681-000-544.005	GRANTS	0.00	25,000.00	26,500.00	0.00	(1,500.00)	106.00
681-000-665.000	INTEREST EARNED/INVESTMENTS	187.65	0.00	38.29	0.00	(38.29)	100.00
681-000-671.000	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
681-000-671.007	FARMERS' MARKET	1,351.00	1,300.00	1,906.00	0.00	(606.00)	146.62
681-000-671.010	CAR SHOWS	2,380.00	2,000.00	1,968.07	0.00	31.93	98.40
681-000-671.018	MINT FESTIVAL	22,058.00	20,000.00	26,611.96	0.00	(6,611.96)	133.06
681-000-671.024	WINTER FESTIVAL	4,920.00	4,750.00	4,038.75	0.00	711.25	85.03
681-000-671.026	SOAP BOX DERBY	11,150.00	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	4,500.00	5,000.00	3,000.00	0.00	2,000.00	60.00
681-000-671.032	FALL FESTIVAL	0.00	0.00	0.00	0.00	0.00	0.00
681-000-671.033	SPRING FESTIVAL	3,750.00	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	32,575.00	36,225.00	33,100.00	0.00	3,125.00	91.37
681-000-675.005	CORPORATE SPONSORS	3,750.00	600.00	0.00	0.00	600.00	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		86,621.65	94,875.00	97,163.07	0.00	(2,288.07)	102.41
TOTAL REVENUES		86,621.65	94,875.00	97,163.07	0.00	(2,288.07)	102.41
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	0.00	0.00	100.00	0.00
681-173-751.000	EVENT COLLABORATION	1,040.00	1,200.00	808.07	0.00	391.93	67.34
681-173-751.001	FARMERS' MARKET	1,350.00	1,000.00	885.00	85.00	115.00	88.50
681-173-751.002	CAR SHOWS	1,606.24	1,500.00	980.00	0.00	520.00	65.33
681-173-751.003	MINT FESTIVAL	14,299.98	15,000.00	21,386.50	1,246.00	(6,386.50)	142.58
681-173-751.007	WINTER FESTIVAL	4,095.00	5,500.00	2,961.37	0.00	2,538.63	53.84
681-173-751.008	SOAP BOX DERBY	15,515.32	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	590.00	600.00	0.00	0.00	600.00	0.00
681-173-751.011	SPRING FESTIVAL	2,427.00	500.00	0.00	0.00	500.00	0.00
681-173-804.000	ADMINISTRATION CHARGES	2,635.00	2,740.00	0.00	0.00	2,740.00	0.00
681-173-814.002	WEBSITE	300.00	300.00	948.00	0.00	(648.00)	316.00
681-173-818.000	CONTRACTUAL SERVICES	18,450.00	10,500.00	9,083.32	0.00	1,416.68	86.51
681-173-818.040	DOWNTOWN IMPROVEMENT	17,485.57	7,000.00	2,040.83	0.00	4,959.17	29.15
681-173-826.086	AUDIT FEES	200.00	410.00	0.00	0.00	410.00	0.00
681-173-853.004	MONTHLY & LONG DISTANCE SERV	473.00	300.00	723.15	80.35	(423.15)	241.05
681-173-870.001	MARKETING	12,335.48	10,000.00	8,120.00	180.00	1,880.00	81.20
681-173-870.007	GRANTS	0.00	25,000.00	25,000.00	0.00	0.00	100.00
681-173-870.008	MUSIC	1,346.00	1,000.00	2,109.24	600.00	(1,109.24)	210.92
681-173-870.009	MARKETING CO-OP	0.00	0.00	0.00	0.00	0.00	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	2,241.96	1,000.00	0.00	0.00	1,000.00	0.00
681-173-960.000	EDUCATION AND TRAINING	0.00	1,000.00	450.00	0.00	550.00	45.00
681-173-961.000	PROFESSIONAL DUES	225.00	1,125.00	0.00	0.00	1,125.00	0.00
681-173-985.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 173 - ADMINISTRATION DEPARTMENT		96,615.55	85,775.00	75,495.48	2,191.35	10,279.52	88.02

REVENUE AND EXPENDITURE REPORT FOR CITY OF ST. JOHNS
 PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2022	2022-23 AMENDED BUDGET	YTD BALANCE 04/30/2023	ACTIVITY FOR MONTH 04/30/23	AVAILABLE BALANCE	% BGD USED
Fund 681 - PRINCIPAL SHOPPING DISTRICT							
Expenditures							
TOTAL EXPENDITURES		96,615.55	85,775.00	75,495.48	2,191.35	10,279.52	88.02
Fund 681 - PRINCIPAL SHOPPING DISTRICT:							
TOTAL REVENUES		86,621.65	94,875.00	97,163.07	0.00	(2,288.07)	102.41
TOTAL EXPENDITURES		96,615.55	85,775.00	75,495.48	2,191.35	10,279.52	88.02
NET OF REVENUES & EXPENDITURES		(9,993.90)	9,100.00	21,667.59	(2,191.35)	(12,567.59)	238.11
TOTAL REVENUES - ALL FUNDS							
TOTAL REVENUES - ALL FUNDS		86,534.63	134,275.00	162,647.38	0.00	(28,372.38)	121.13
TOTAL EXPENDITURES - ALL FUNDS		117,383.18	113,315.00	97,928.04	2,191.35	15,386.96	86.42
NET OF REVENUES & EXPENDITURES		(30,848.55)	20,960.00	64,719.34	(2,191.35)	(43,759.34)	308.78

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 681			PRINCIPAL SHOPPING DISTRICT				
07/01/2022			681-000-002.000 CASH - IMM/PRI ACCT 1289		BEG. BALANCE		126,158.86
07/15/2022	CD	CHK	Check: 03 6194	6194 (A)		100.00	126,058.86
07/15/2022	CD	CHK	Check: 03 6195	6195 (A)		150.00	125,908.86
07/15/2022	GJ	JE	RECORD CASH TRANSFERS	13486	4,025.00		129,933.86
07/18/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 07/18/2022		505.00		130,438.86
07/21/2022	CD	CHK	Check: 03 6209	6209 (A)		80.20	130,358.66
07/26/2022	CD	CHK	Check: 03 61423	61423		525.00	129,833.66
07/26/2022	CD	CHK	Check: 03 61425	61425		150.00	129,683.66
07/26/2022	CD	CHK	Check: 03 61436	61436		150.00	129,533.66
07/28/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 07/28/2022		550.00		130,083.66
07/29/2022	CD	CHK	Check: 03 6224	6224 (A)		875.00	129,208.66
07/31/2022	GJ	JE	RECORD CASH TRANSFERS	13493	11,850.00		141,058.66
08/09/2022	CD	CHK	Check: 03 61459	61459		400.00	140,658.66
08/09/2022	CD	CHK	Check: 03 61469	61469		6,638.60	134,020.06
08/09/2022	CD	CHK	Check: 03 61470	61470		500.00	133,520.06
08/09/2022	CD	CHK	Check: 03 61480	61480		1,250.00	132,270.06
08/09/2022	CD	CHK	Check: 03 61481	61481		130.00	132,140.06
08/09/2022	CD	CHK	Check: 03 61482	61482		1,200.00	130,940.06
08/09/2022	CD	CHK	Check: 03 61489	61489		150.00	130,790.06
08/09/2022	CD	CHK	Check: 03 61493	61493		1,200.00	129,590.06
08/09/2022	CD	CHK	Check: 03 61505	61505		250.00	129,340.06
08/10/2022	CD	CHK	Check: 03 61506	61506		1,560.00	127,780.06
08/12/2022	CD	CHK	Check: 03 6288	6288 (A)		100.00	127,680.06
08/12/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/12/2022		1,000.00		128,680.06
08/15/2022	GJ	JE	RECORD CASH TRANSFERS	13501	15,150.00		143,830.06
08/15/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/15/2022		3,526.96		147,357.02
08/16/2022	CD	CHK	Check: 03 61507	61507		3,719.20	143,637.82
08/16/2022	CD	VOID	Check: 03 61470	61470	500.00		144,137.82
08/16/2022	CD	VOID	Check: 03 61469	61469	6,638.60		150,776.42
08/17/2022	CD	CHK	Check: 03 61508	61508		400.00	150,376.42
08/23/2022	CD	CHK	Check: 03 61514	61514		1,226.00	149,150.42
08/23/2022	CD	CHK	Check: 03 61516	61516		200.00	148,950.42
08/23/2022	CD	CHK	Check: 03 61522	61522		150.00	148,800.42
08/23/2022	CD	CHK	Check: 03 61523	61523		150.00	148,650.42
08/23/2022	CD	CHK	Check: 03 61526	61526		500.00	148,150.42
08/23/2022	CD	CHK	Check: 03 61528	61528		150.00	148,000.42
08/23/2022	CD	CHK	Check: 03 61546	61546		325.00	147,675.42
08/24/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/24/2022		22,335.00		170,010.42
08/24/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/24/2022		43.07		170,053.49
08/25/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/25/2022		1,349.00		171,402.49
08/26/2022	CD	CHK	Check: 03 6315	6315 (A)		875.00	170,527.49
08/26/2022	CD	CHK	Check: 03 6335	6335 (A)		80.35	170,447.14
08/30/2022	CD	VOID	Check: 03 61522	61522	150.00		170,597.14
08/31/2022	GJ	JE	RECORD CASH TRANSFERS	13508	946.95		171,544.09
09/12/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/12/2022		100.00		171,644.09
09/13/2022	CD	CHK	Check: 03 61569	61569		74.05	171,570.04
09/13/2022	CD	CHK	Check: 03 61587	61587		189.24	171,380.80
09/13/2022	CD	CHK	Check: 03 61591	61591		808.07	170,572.73
09/15/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/15/2022		25,000.00		195,572.73
09/15/2022	GJ	JE	RECORD CASH TRANSFERS	13672	280.55		195,853.28
09/16/2022	CD	CHK	Check: 03 6354	6354 (A)		311.25	195,542.03
09/21/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/21/2022		50.00		195,592.03
09/23/2022	CD	CHK	Check: 03 100009	100009 (E)		80.35	195,511.68
09/27/2022	CD	CHK	Check: 03 61630	61630		325.00	195,186.68
09/28/2022	CD	CHK	Check: 03 6396	6396 (A)		875.00	194,311.68
09/28/2022	CD	CHK	Check: 03 6422	6422 (A)		1,050.00	193,261.68
09/29/2022	GJ	JE	TO RECLASS GRANT EXPENSE	13702		25,000.00	168,261.68
09/29/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/29/2022		900.00		169,161.68
09/30/2022	GJ	JE	RECORD CASH TRANSFERS	13715	303.07		169,464.75
10/11/2022	CD	CHK	Check: 03 61632	61632		300.00	169,164.75
10/11/2022	CD	CHK	Check: 03 61653	61653		576.00	168,588.75
10/15/2022	GJ	JE	RECORD CASH TRANSFERS	13841	291.11		168,879.86
10/19/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 10/19/2022		450.00		169,329.86
10/20/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 10/20/2022		325.00		169,654.86
10/25/2022	CD	CHK	Check: 03 61687	61687		150.00	169,504.86
10/25/2022	GJ	JE	CLEAR DUE TO/FROM ACCOUNTS	13843		121,425.38	48,079.48
10/26/2022	CD	CHK	Check: 03 100016	100016 (E)		80.35	47,999.13
10/27/2022	CD	CHK	Check: 03 6479	6479 (A)		875.00	47,124.13
10/31/2022	GJ	JE	RECORD CASH TRANSFERS	13848	283.32		47,407.45
11/01/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/01/2022		2,977.00		50,384.45
11/17/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/17/2022		1,150.00		51,534.45
11/23/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/23/2022		1,350.00		52,884.45
11/25/2022	CD	CHK	Check: 03 100024	100024 (E)		80.35	52,804.10
11/29/2022	CD	CHK	Check: 03 61727	61727		200.00	52,604.10
11/29/2022	CD	CHK	Check: 03 61735	61735		100.00	52,504.10
11/29/2022	CD	CHK	Check: 03 61740	61740		200.00	52,304.10
11/29/2022	CD	CHK	Check: 03 61748	61748		500.00	51,804.10
11/29/2022	CD	CHK	Check: 03 61756	61756		200.00	51,604.10
11/29/2022	CD	CHK	Check: 03 61763	61763		650.00	50,954.10
11/30/2022	CD	CHK	Check: 03 6560	6560 (A)		2,730.37	48,223.73
12/06/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/06/2022		400.00		48,623.73
12/09/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/09/2022		1,595.00		50,218.73
12/12/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/12/2022		168.75		50,387.48
12/13/2022	CD	CHK	Check: 03 61774	61774		50.00	50,337.48
12/16/2022	CD	CHK	Check: 03 6611	6611 (A)		915.00	49,422.48
12/20/2022	CD	CHK	Check: 03 61799	61799		6,000.00	43,422.48
12/23/2022	CD	CHK	Check: 03 6620	6620 (A)		875.00	42,547.48
12/23/2022	CD	CHK	Check: 03 100032	100032 (E)		80.35	42,467.13

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
681-000-002.000 CASH - IMM/PRI ACCT 1289					(Continued)		
01/13/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 01/13/202		100.00		42,567.13
01/24/2023	CD	CHK	Check: 03 61812	61812		420.00	42,147.13
01/24/2023	CD	CHK	Check: 03 61882	61882		400.00	41,747.13
01/26/2023	CD	CHK	Check: 03 100044	100044(E)		80.35	41,666.78
01/27/2023	CD	CHK	Check: 03 6647	6647(A)		504.00	41,162.78
01/27/2023	CD	CHK	Check: 03 6671	6671(A)		958.33	40,204.45
01/27/2023	CD	CHK	Check: 03 6692	6692(A)		300.00	39,904.45
01/27/2023	CD	CHK	Check: 03 6706	6706(A)		75.00	39,829.45
01/31/2023	GJ	JE	RECORD CASH TRANSFERS	13896	8.29		39,837.74
02/14/2023	CD	CHK	Check: 03 61895	61895		450.00	39,387.74
02/24/2023	CD	CHK	Check: 03 100054	100054(E)		80.35	39,307.39
03/02/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 03/02/202		150.00		39,457.39
03/03/2023	CD	CHK	Check: 03 6747	6747(A)		958.33	38,499.06
03/07/2023	CD	CHK	Check: 03 61950	61950		6,325.00	32,174.06
03/21/2023	CD	CHK	Check: 03 61953	61953		164.83	32,009.23
03/21/2023	CD	CHK	Check: 03 61967	61967		1,250.00	30,759.23
03/24/2023	CD	CHK	Check: 03 100063	100063(E)		80.35	30,678.88
03/24/2023	CD	CHK	Check: 03 6785	6785(A)		500.00	30,178.88
03/24/2023	CD	CHK	Check: 03 6801	6801(A)		958.33	29,220.55
04/05/2023	CD	CHK	Check: 03 61998	61998		200.00	29,020.55
04/25/2023	CD	CHK	Check: 03 62012	62012		200.00	28,820.55
04/25/2023	CD	CHK	Check: 03 62025	62025		200.00	28,620.55
04/25/2023	CD	CHK	Check: 03 62027	62027		80.00	28,540.55
04/25/2023	CD	CHK	Check: 03 62031	62031		85.00	28,455.55
04/25/2023	CD	CHK	Check: 03 62050	62050		1,246.00	27,209.55
04/28/2023	CD	CHK	Check: 03 6857	6857(A)		1,058.33	26,151.22
04/30/2023			681-000-002.000	END BALANCE	104,451.67	204,459.31	26,151.22
07/01/2022			681-000-002.007 DEBIT CARD-CASH		BEG. BALANCE		(23.79)
04/30/2023			681-000-002.007	END BALANCE	0.00	0.00	(23.79)
07/01/2022			681-000-084.001 DUE FROM GENERAL FUND		BEG. BALANCE		(121,425.38)
04/30/2023			681-000-084.001	END BALANCE	0.00	0.00	(121,425.38)
07/01/2022			681-000-084.015 DUE FROM CURRENT TAX COLLECT		BEG. BALANCE		0.00
07/15/2022	GJ	JE	RECORD CASH TRANSFERS	13486		4,025.00	(4,025.00)
07/15/2022	GJ	JE	RECORD TAX REVENUES	13487	4,025.00		0.00
07/31/2022	GJ	JE	RECORD CASH TRANSFERS	13493		11,850.00	(11,850.00)
07/31/2022	GJ	JE	RECORD TAX REVENUES	13494	11,850.00		0.00
08/15/2022	GJ	JE	RECORD CASH TRANSFERS	13501		15,150.00	(15,150.00)
08/15/2022	GJ	JE	RECORD TAX REVENUES	13502	15,150.00		0.00
08/31/2022	GJ	JE	RECORD CASH TRANSFERS	13508		946.95	(946.95)
08/31/2022	GJ	JE	RECORD TAX REVENUES	13509	946.95		0.00
09/15/2022	GJ	JE	RECORD TAX REVENUES	13670	280.55		280.55
09/15/2022	GJ	JE	RECORD CASH TRANSFERS	13672		280.55	0.00
09/30/2022	GJ	JE	RECORD CASH TRANSFERS	13715		303.07	(303.07)
09/30/2022	GJ	JE	RECORD TAX REVENUES	13716	303.07		0.00
10/15/2022	GJ	JE	RECORD CASH TRANSFERS	13841		291.11	(291.11)
10/15/2022	GJ	JE	RECORD TAX REVENUES	13842	291.11		0.00
10/31/2022	GJ	JE	RECORD CASH TRANSFERS	13848		283.32	(283.32)
10/31/2022	GJ	JE	RECORD TAX REVENUES	13849	283.32		0.00
01/31/2023	GJ	JE	RECORD CASH TRANSFERS	13896		8.29	(8.29)
01/31/2023	GJ	JE	RECORD TAX REVENUES	13897	8.29		0.00
04/30/2023			681-000-084.015	END BALANCE	33,138.29	33,138.29	0.00
07/01/2022			681-000-202.000 ACCOUNTS PAYABLE		BEG. BALANCE		(330.20)
07/07/2022	AP	INV	THURSDAY SINGER	07/07/2022		150.00	(480.20)
07/07/2022	AP	INV	REIBMURSE; LIQUOR LICENSE FOR MINT FI	07/07/2022		100.00	(580.20)
07/15/2022	CD	CHK	Check: 03 6194	6194(A)	100.00		(480.20)
07/15/2022	CD	CHK	Check: 03 6195	6195(A)	150.00		(330.20)
07/15/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 07/2022	JUL2022		875.00	(1,205.20)
07/17/2022	AP	INV	POLICY #SE1046082; 08/13-08/16 2022	421717		525.00	(1,730.20)
07/19/2022	AP	INV	THURSDAY SINGER	07/25/2022		150.00	(1,880.20)
07/19/2022	AP	INV	THURSDAY SINGER	07/18/2022		150.00	(2,030.20)
07/21/2022	CD	CHK	Check: 03 6209	6209(A)	80.20		(1,950.00)
07/26/2022	CD	CHK	Check: 03 61423	61423	525.00		(1,425.00)
07/26/2022	CD	CHK	Check: 03 61425	61425	150.00		(1,275.00)
07/26/2022	CD	CHK	Check: 03 61436	61436	150.00		(1,125.00)
07/29/2022	CD	CHK	Check: 03 6224	6224(A)	875.00		(250.00)
08/01/2022	AP	INV	LIVE REMOTE; DAN STEWART	07/26/2022		100.00	(350.00)
08/04/2022	AP	INV	MINT FESTIVAL CAR SHOW FLYERS	45380		130.00	(480.00)
08/04/2022	AP	INV	MINT FESTIVAL BEVERAGES	W945036		6,638.60	(7,118.60)
08/04/2022	AP	INV	MINT FESTIVAL BAND; 2022	08/03/2022		500.00	(7,618.60)
08/04/2022	AP	INV	MINT FESTIVAL BAND; 2022	08/03/2022		400.00	(8,018.60)
08/04/2022	AP	INV	MINT FESTIVAL BAND; 2022	08/03/2022		1,200.00	(9,218.60)
08/04/2022	AP	INV	MINT FESTIVAL BAND; 2022	08/03/2022		1,200.00	(10,418.60)
08/04/2022	AP	INV	CASH FOR MINT FESTIVAL; 2022	08/03/2022		1,250.00	(11,668.60)
08/04/2022	AP	INV	THURSDAY SINGER	08/03/2022		150.00	(11,818.60)
08/09/2022	CD	CHK	Check: 03 61459	61459	400.00		(11,418.60)
08/09/2022	CD	CHK	Check: 03 61469	61469	6,638.60		(4,780.00)
08/09/2022	CD	CHK	Check: 03 61470	61470	500.00		(4,280.00)
08/09/2022	CD	CHK	Check: 03 61480	61480	1,250.00		(3,030.00)
08/09/2022	CD	CHK	Check: 03 61481	61481	130.00		(2,900.00)
08/09/2022	CD	CHK	Check: 03 61482	61482	1,200.00		(1,700.00)
08/09/2022	CD	CHK	Check: 03 61489	61489	150.00		(1,550.00)

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
681-000-202.000 ACCOUNTS PAYABLE					(Continued)		
08/09/2022	CD	CHK	Check: 03 61493	61493	1,200.00		(350.00)
08/09/2022	CD	CHK	Check: 03 61505	61505	250.00		(100.00)
08/10/2022	AP	INV	STAGING & ROOF; REMAINING BALANCE	34718 #2		1,560.00	(1,660.00)
08/10/2022	CD	CHK	Check: 03 61506	61506	1,560.00		(100.00)
08/12/2022	CD	CHK	Check: 03 6288	6288(A)	100.00		0.00
08/16/2022	AP	INV	MINT FESTIVAL BEVERAGES	W-945036		3,719.20	(3,719.20)
08/16/2022	CD	CHK	Check: 03 61507	61507	3,719.20		0.00
08/16/2022	AP	VOID	Void Invoice 08/03/2022 01-12-0172	08/03/2022	500.00		500.00
08/16/2022	CD	VOID	Check: 03 61470	61470		500.00	0.00
08/16/2022	AP	VOID	Void Invoice W945036 02-04-0156	W945036	6,638.60		6,638.60
08/16/2022	CD	VOID	Check: 03 61469	61469		6,638.60	0.00
08/16/2022	AP	INV	SPONSOR TEE SIGN; 4 FREE PASSES	58998		400.00	(400.00)
08/16/2022	AP	INV	MINT FESTIVAL; SETUP/CANCELLATION	08/15/2022		200.00	(600.00)
08/16/2022	AP	INV	PORTAPOTTIES/BEVERAGE TENT	12		1,226.00	(1,826.00)
08/16/2022	AP	INV	THURSDAY SINGER	08/23/2022		150.00	(1,976.00)
08/16/2022	AP	INV	THURSDAY SINGER	09/06/2022		150.00	(2,126.00)
08/16/2022	AP	INV	THURSDAY SINGER	09/13/2022		150.00	(2,276.00)
08/17/2022	CD	CHK	Check: 03 61508	61508	400.00		(1,876.00)
08/17/2022	AP	INV	PROMOTION, AD, WEBSITE FEES 08/25/22	02/08/2022		500.00	(2,376.00)
08/17/2022	AP	INV	TELEPHONE SERVICE - 08/2022	08/10/2022		80.35	(2,456.35)
08/18/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 08/2022	AUG2022		875.00	(3,331.35)
08/18/2022	AP	INV	AIRED SPOTS; SJPDFARMKT2215	3572698-2		225.00	(3,556.35)
08/18/2022	AP	INV	WEB 320X50 728X90 300X250, FARMERS M	3563351-2		100.00	(3,656.35)
08/23/2022	CD	CHK	Check: 03 61514	61514	1,226.00		(2,430.35)
08/23/2022	CD	CHK	Check: 03 61516	61516	200.00		(2,230.35)
08/23/2022	CD	CHK	Check: 03 61522	61522	150.00		(2,080.35)
08/23/2022	CD	CHK	Check: 03 61523	61523	150.00		(1,930.35)
08/23/2022	CD	CHK	Check: 03 61526	61526	500.00		(1,430.35)
08/23/2022	CD	CHK	Check: 03 61528	61528	150.00		(1,280.35)
08/23/2022	CD	CHK	Check: 03 61546	61546	325.00		(955.35)
08/26/2022	CD	CHK	Check: 03 6315	6315(A)	875.00		(80.35)
08/26/2022	CD	CHK	Check: 03 6335	6335(A)	80.35		0.00
08/30/2022	AP	VOID	Void Invoice 08/23/2022 01-16-1036	08/23/2022	150.00		150.00
08/30/2022	CD	VOID	Check: 03 61522	61522		150.00	0.00
08/30/2022	AP	INV	SALES TAX RETURN FOR SPECIAL EVENTS	08/30/2022		808.07	(808.07)
09/07/2022	AP	INV	DOWNTOWN RADIO RENEWAL	7TEZ20HY		189.24	(997.31)
09/07/2022	AP	INV	REIMBURSE; ICE/POP	09/01/2022		74.05	(1,071.36)
09/07/2022	AP	INV	REIMBURSE; WRIST BANDS, TIES, ICE POI	09/01/2022		311.25	(1,382.61)
09/13/2022	CD	CHK	Check: 03 61569	61569	74.05		(1,308.56)
09/13/2022	CD	CHK	Check: 03 61587	61587	189.24		(1,119.32)
09/13/2022	CD	CHK	Check: 03 61591	61591	808.07		(311.25)
09/15/2022	AP	INV	TELEPHONE SERVICE - 09/2022	09/10/2022		80.35	(391.60)
09/16/2022	CD	CHK	Check: 03 6354	6354(A)	311.25		(80.35)
09/16/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 09/2022	SEP2022		875.00	(955.35)
09/19/2022	AP	INV	2022 FARMERS MARKET PROMOTION	3563351-3		100.00	(1,055.35)
09/19/2022	AP	INV	2022 FARMERS MARKET PROMOTION	3572698-3		225.00	(1,280.35)
09/20/2022	AP	INV	ACT #1398; ADVERTISING MINT FEST 202	1280020689		1,050.00	(2,330.35)
09/23/2022	CD	CHK	Check: 03 100009	100009(E)	80.35		(2,250.00)
09/27/2022	CD	CHK	Check: 03 61630	61630	325.00		(1,925.00)
09/28/2022	CD	CHK	Check: 03 6396	6396(A)	875.00		(1,050.00)
09/28/2022	CD	CHK	Check: 03 6422	6422(A)	1,050.00		0.00
10/04/2022	AP	INV	HARDY MUMS	10/04/2022		576.00	(576.00)
10/06/2022	AP	INV	PUMPKINS	10/06/2022		300.00	(876.00)
10/07/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 10/2022	OCT2022		875.00	(1,751.00)
10/11/2022	CD	CHK	Check: 03 61632	61632	300.00		(1,451.00)
10/11/2022	CD	CHK	Check: 03 61653	61653	576.00		(875.00)
10/18/2022	AP	INV	TELEPHONE SERVICE - 10/2022	10/10/2022		80.35	(955.35)
10/20/2022	AP	INV	WEB PREROLL/POSTROLL CPM	3563351-4		150.00	(1,105.35)
10/25/2022	CD	CHK	Check: 03 61687	61687	150.00		(955.35)
10/26/2022	CD	CHK	Check: 03 100016	100016(E)	80.35		(875.00)
10/27/2022	CD	CHK	Check: 03 6479	6479(A)	875.00		0.00
11/04/2022	AP	INV	TELEPHONE SERVICE - 11/2022	11/10/2022		80.35	(80.35)
11/07/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 11/2022	NOV2022		875.00	(955.35)
11/18/2022	AP	INV	AIRED SPOTS 14	3750168-1		500.00	(1,455.35)
11/18/2022	AP	INV	WEB PREROLL/POSTROLL CPM ROS	3563351-5		150.00	(1,605.35)
11/22/2022	AP	INV	REIMBURSE; WILD APRICOT WEBSITE	11/22/2022		648.00	(2,253.35)
11/22/2022	AP	INV	REIMBURSE; CHRISTMAS ITEMS - DWNTWN	11/22/2022		1,207.37	(3,460.72)
11/22/2022	AP	INV	HOLIDAY POLE SIGNS & ST NICK SIGN	19395		500.00	(3,960.72)
11/22/2022	AP	INV	ST. NICK/ WINTER FESTIVAL 2022	11/22/2022		100.00	(4,060.72)
11/22/2022	AP	INV	MARCHING BAND; WINTER FESTIVAL 2022	11/22/2022		200.00	(4,260.72)
11/22/2022	AP	INV	MARCHING BAND; WINTER FESTIVAL 2022	11/22/2022		200.00	(4,460.72)
11/22/2022	AP	INV	MARCHING BAND; WINTER FESTIVAL 2022	11/22/2022		200.00	(4,660.72)
11/25/2022	CD	CHK	Check: 03 100024	100024(E)	80.35		(4,580.37)
11/29/2022	CD	CHK	Check: 03 61727	61727	200.00		(4,380.37)
11/29/2022	CD	CHK	Check: 03 61735	61735	100.00		(4,280.37)
11/29/2022	CD	CHK	Check: 03 61740	61740	200.00		(4,080.37)
11/29/2022	CD	CHK	Check: 03 61748	61748	500.00		(3,580.37)
11/29/2022	CD	CHK	Check: 03 61756	61756	200.00		(3,380.37)
11/29/2022	CD	CHK	Check: 03 61763	61763	650.00		(2,730.37)
11/30/2022	CD	CHK	Check: 03 6560	6560(A)	2,730.37		0.00
12/06/2022	AP	INV	ORDER #21256	12N0021256		915.00	(915.00)
12/07/2022	AP	INV	FOR WINTER FESTIVAL - 2022	6746		50.00	(965.00)
12/13/2022	CD	CHK	Check: 03 61774	61774	50.00		(915.00)
12/13/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 12/2022	DEC2022		875.00	(1,790.00)
12/13/2022	AP	INV	ADVERTISING; 11/28-12/04 2022	3779558-1		20.00	(1,810.00)
12/14/2022	AP	INV	PORTABLE TOILET RENTAL	570304		504.00	(2,314.00)
12/15/2022	AP	INV	TELEPHONE SERVICE - 12/2022	12/10/2022		80.35	(2,394.35)
12/16/2022	CD	CHK	Check: 03 6611	6611(A)	915.00		(1,479.35)
12/19/2022	AP	INV	DOWNTOWN PROMOTIONS	12/19/2022		6,000.00	(7,479.35)

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
681-000-202.000 ACCOUNTS PAYABLE							
				(Continued)			
12/20/2022	CD	CHK	Check: 03 61799	61799	6,000.00		(1,479.35)
12/23/2022	CD	CHK	Check: 03 6620	6620(A)	875.00		(604.35)
12/23/2022	CD	CHK	Check: 03 100032	100032(E)	80.35		(524.00)
01/03/2023	AP	INV	LICENSE FEE; 01/01/23-12/31/2023	100006018959		420.00	(944.00)
01/15/2023	AP	INV	TELEPHONE SERVICE - 01/2023	01/10/2023		80.35	(1,024.35)
01/15/2023	AP	INV	ADVERTISING	12D0021256		75.00	(1,099.35)
01/15/2023	AP	INV	AIRED SPOTS, SJPSDL ITFEST2210 - PSD,	3779558-2		380.00	(1,479.35)
01/16/2023	AP	INV	ANNUAL DDA/PSD WEBSITE HOSTING	59		300.00	(1,779.35)
01/18/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 01/2023	JAN2023		958.33	(2,737.68)
01/24/2023	CD	CHK	Check: 03 61812	61812	420.00		(2,317.68)
01/24/2023	CD	CHK	Check: 03 61882	61882	400.00		(1,917.68)
01/25/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 02/2023	FEB2023		958.33	(2,876.01)
01/26/2023	CD	CHK	Check: 03 100044	100044(E)	80.35		(2,795.66)
01/27/2023	CD	CHK	Check: 03 6647	6647(A)	504.00		(2,291.66)
01/27/2023	CD	CHK	Check: 03 6671	6671(A)	958.33		(1,333.33)
01/27/2023	CD	CHK	Check: 03 6692	6692(A)	300.00		(1,033.33)
01/27/2023	CD	CHK	Check: 03 6706	6706(A)	75.00		(958.33)
02/13/2023	AP	INV	MDA SPRNG WORKSHOP, HANOVER, BARLAGE,	E2684		450.00	(1,408.33)
02/14/2023	CD	CHK	Check: 03 61895	61895	450.00		(958.33)
02/14/2023	AP	INV	TELEPHONE SERVICE - 02/2023	02/10/2023		80.35	(1,038.68)
02/24/2023	CD	CHK	Check: 03 100054	100054(E)	80.35		(958.33)
03/01/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 03/2023	MAR2023		958.33	(1,916.66)
03/02/2023	AP	INV	STAGE SETUP - MINT FEST 2023	2023015		6,325.00	(8,241.66)
03/02/2023	AP	INV	WINTER DECOR	03/01/2023		164.83	(8,406.49)
03/02/2023	AP	INV	WINTER DECOR	03/01/2023		500.00	(8,906.49)
03/03/2023	CD	CHK	Check: 03 6747	6747(A)	958.33		(7,948.16)
03/07/2023	CD	CHK	Check: 03 61950	61950	6,325.00		(1,623.16)
03/09/2023	AP	INV	TELEPHONE SERVICE - 03/2023	03/10/2023		80.35	(1,703.51)
03/16/2023	AP	INV	MINT FEST 2023; PERFORMANCE	03/07/2023		1,250.00	(2,953.51)
03/17/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 04/2023	APR2023		958.33	(3,911.84)
03/21/2023	CD	CHK	Check: 03 61953	61953	164.83		(3,747.01)
03/21/2023	CD	CHK	Check: 03 61967	61967	1,250.00		(2,497.01)
03/24/2023	CD	CHK	Check: 03 100063	100063(E)	80.35		(2,416.66)
03/24/2023	CD	CHK	Check: 03 6785	6785(A)	500.00		(1,916.66)
03/24/2023	CD	CHK	Check: 03 6801	6801(A)	958.33		(958.33)
04/04/2023	AP	INV	SINGER FOR BUNNY SHOP; 2023	03/15/2023		200.00	(1,158.33)
04/05/2023	CD	CHK	Check: 03 61998	61998	200.00		(958.33)
04/06/2023	AP	INV	LISTINGS & LICENSES; FARMERS MARKET 1	5357		85.00	(1,043.33)
04/06/2023	AP	INV	EASTER POSTERS; PSD	46004		80.00	(1,123.33)
04/06/2023	AP	INV	AMERICAN RENTAL INVOICE, PORTABLES	570941		1,246.00	(2,369.33)
04/11/2023	AP	INV	TELEPHONE SERVICE - 04/2023	04/10/2023		80.35	(2,449.68)
04/18/2023	AP	INV	REIMBURSE; BUNNY SHOP EVENT	04/13/2023		100.00	(2,549.68)
04/24/2023	AP	INV	STREET SINGER; 05/10/2023	04/05/2023		200.00	(2,749.68)
04/24/2023	AP	INV	STREET SINGER; 05/10/2023	04/05/2023		200.00	(2,949.68)
04/25/2023	CD	CHK	Check: 03 62012	62012	200.00		(2,749.68)
04/25/2023	CD	CHK	Check: 03 62025	62025	200.00		(2,549.68)
04/25/2023	CD	CHK	Check: 03 62027	62027	80.00		(2,469.68)
04/25/2023	CD	CHK	Check: 03 62031	62031	85.00		(2,384.68)
04/25/2023	CD	CHK	Check: 03 62050	62050	1,246.00		(1,138.68)
04/28/2023	CD	CHK	Check: 03 6857	6857(A)	1,058.33		(80.35)
04/30/2023			681-000-202.000	END BALANCE	65,322.53	65,072.68	(80.35)
681-000-214.001 DUE TO GENERAL FUND							
07/01/2022				BEG. BALANCE			0.00
10/25/2022	GJ	JE	CLEAR DUE TO/FROM ACCOUNTS	13843	121,425.38		121,425.38
04/30/2023			681-000-214.001	END BALANCE	121,425.38	0.00	121,425.38
681-000-390.000 Fund Balance							
07/01/2022				BEG. BALANCE			(4,379.49)
04/30/2023			681-000-390.000	END BALANCE	0.00	0.00	(4,379.49)
681-000-544.005 GRANTS							
07/01/2022				BEG. BALANCE			0.00
09/15/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/15/2022			25,000.00	(25,000.00)
11/01/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/01/2022			1,500.00	(26,500.00)
04/30/2023			681-000-544.005	END BALANCE	0.00	26,500.00	(26,500.00)
681-000-665.000 INTEREST EARNED/INVESTMENTS							
07/01/2022				BEG. BALANCE			0.00
08/31/2022	GJ	JE	RECORD TAX REVENUES	13509		9.44	(9.44)
09/15/2022	GJ	JE	RECORD TAX REVENUES	13670		5.55	(14.99)
09/30/2022	GJ	JE	RECORD TAX REVENUES	13716		5.97	(20.96)
10/15/2022	GJ	JE	RECORD TAX REVENUES	13842		8.54	(29.50)
10/31/2022	GJ	JE	RECORD TAX REVENUES	13849		8.32	(37.82)
01/31/2023	GJ	JE	RECORD TAX REVENUES	13897		0.47	(38.29)
04/30/2023			681-000-665.000	END BALANCE	0.00	38.29	(38.29)
681-000-671.007 FARMERS' MARKET							
07/01/2022				BEG. BALANCE			0.00
07/18/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 07/18/2022			505.00	(505.00)
08/25/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/25/2022			424.00	(929.00)
11/01/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/01/2022			977.00	(1,906.00)
04/30/2023			681-000-671.007	END BALANCE	0.00	1,906.00	(1,906.00)
681-000-671.010 CAR SHOWS							
07/01/2022				BEG. BALANCE			0.00
08/24/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/24/2022			800.00	(800.00)
08/24/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/24/2022			43.07	(843.07)
08/25/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/25/2022			925.00	(1,768.07)
09/12/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/12/2022			100.00	(1,868.07)
09/21/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/21/2022			50.00	(1,918.07)

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
681-000-671.010 CAR SHOWS							
				(Continued)			
11/01/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/01/2022			50.00	(1,968.07)
04/30/2023			681-000-671.010	END BALANCE	0.00	1,968.07	(1,968.07)
681-000-671.018 MINT FESTIVAL							
07/01/2022				BEG. BALANCE			0.00
07/28/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 07/28/2022			550.00	(550.00)
08/12/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/12/2022			1,000.00	(1,550.00)
08/15/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/15/2022			3,526.96	(5,076.96)
08/24/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/24/2022			21,535.00	(26,611.96)
04/30/2023			681-000-671.018	END BALANCE	0.00	26,611.96	(26,611.96)
681-000-671.024 WINTER FESTIVAL							
07/01/2022				BEG. BALANCE			0.00
10/20/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 10/20/2022			25.00	(25.00)
11/17/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/17/2022			850.00	(875.00)
11/23/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/23/2022			1,050.00	(1,925.00)
12/06/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/06/2022			250.00	(2,175.00)
12/09/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/09/2022			1,595.00	(3,770.00)
12/12/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/12/2022			168.75	(3,938.75)
01/13/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 01/13/2023			100.00	(4,038.75)
04/30/2023			681-000-671.024	END BALANCE	0.00	4,038.75	(4,038.75)
681-000-671.031 MARKETING CO-OP							
07/01/2022				BEG. BALANCE			0.00
09/29/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/29/2022			900.00	(900.00)
10/19/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 10/19/2022			450.00	(1,350.00)
10/20/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 10/20/2022			300.00	(1,650.00)
11/01/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/01/2022			450.00	(2,100.00)
11/17/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/17/2022			300.00	(2,400.00)
11/23/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/23/2022			300.00	(2,700.00)
12/06/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/06/2022			150.00	(2,850.00)
03/02/2023	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 03/02/2023			150.00	(3,000.00)
04/30/2023			681-000-671.031	END BALANCE	0.00	3,000.00	(3,000.00)
681-000-672.006 DOWNTOWN BUSINESS DISTRICT							
07/01/2022				BEG. BALANCE			0.00
07/15/2022	GJ	JE	RECORD TAX REVENUES	13487		4,025.00	(4,025.00)
07/31/2022	GJ	JE	RECORD TAX REVENUES	13494		11,850.00	(15,875.00)
08/15/2022	GJ	JE	RECORD TAX REVENUES	13502		15,150.00	(31,025.00)
08/31/2022	GJ	JE	RECORD TAX REVENUES	13509		937.51	(31,962.51)
09/15/2022	GJ	JE	RECORD TAX REVENUES	13670		275.00	(32,237.51)
09/30/2022	GJ	JE	RECORD TAX REVENUES	13716		297.10	(32,534.61)
10/15/2022	GJ	JE	RECORD TAX REVENUES	13842		282.57	(32,817.18)
10/31/2022	GJ	JE	RECORD TAX REVENUES	13849		275.00	(33,092.18)
01/31/2023	GJ	JE	RECORD TAX REVENUES	13897		7.82	(33,100.00)
04/30/2023			681-000-672.006	END BALANCE	0.00	33,100.00	(33,100.00)
681-173-751.000 EVENT COLLABORATION							
07/01/2022				BEG. BALANCE			0.00
08/30/2022	AP	INV	SALES TAX RETURN FOR SPECIAL EVENTS	08/30/2022	808.07		808.07
04/30/2023			681-173-751.000	END BALANCE	808.07	0.00	808.07
681-173-751.001 FARMERS' MARKET							
07/01/2022				BEG. BALANCE			0.00
08/18/2022	AP	INV	AIRD SPOTS; SJPDFARMKT2215	3572698-2	225.00		225.00
08/18/2022	AP	INV	WEB 320X50 728X90 300X250, FARMERS M	3563351-2	100.00		325.00
09/19/2022	AP	INV	2022 FARMERS MARKET PROMOTION	3563351-3	100.00		425.00
09/19/2022	AP	INV	2022 FARMERS MARKET PROMOTION	3572698-3	225.00		650.00
10/20/2022	AP	INV	WEB PREROLL/POSTROLL CPM	3563351-4	150.00		800.00
04/06/2023	AP	INV	LISTINGS & LICENSES; FARMERS MARKET I	5357	85.00		885.00
04/30/2023			681-173-751.001	END BALANCE	885.00	0.00	885.00
681-173-751.002 CAR SHOWS							
07/01/2022				BEG. BALANCE			0.00
08/01/2022	AP	INV	LIVE REMOTE; DAN STEWART	07/26/2022	100.00		100.00
08/04/2022	AP	INV	MINT FESTIVAL CAR SHOW FLYERS	45380	130.00		230.00
08/04/2022	AP	INV	CASH FOR MINT FESTIVAL; 2022	08/03/2022	250.00		480.00
08/17/2022	AP	INV	PROMOTION, AD, WEBSITE FEES 08/25/22	02/08/2022	500.00		980.00
04/30/2023			681-173-751.002	END BALANCE	980.00	0.00	980.00
681-173-751.003 MINT FESTIVAL							
07/01/2022				BEG. BALANCE			0.00
07/07/2022	AP	INV	REIMBURSE; LIQUOR LICENSE FOR MINT F	07/07/2022	100.00		100.00
07/17/2022	AP	INV	POLICY #SE1046082; 08/13-08/16 2022	421717	525.00		625.00
08/04/2022	AP	INV	MINT FESTIVAL BEVERAGES	W945036	6,638.60		7,263.60
08/04/2022	AP	INV	MINT FESTIVAL BAND; 2022	08/03/2022	500.00		7,763.60
08/04/2022	AP	INV	MINT FESTIVAL BAND; 2022	08/03/2022	400.00		8,163.60
08/04/2022	AP	INV	MINT FESTIVAL BAND; 2022	08/03/2022	1,200.00		9,363.60
08/04/2022	AP	INV	MINT FESTIVAL BAND; 2022	08/03/2022	1,200.00		10,563.60
08/04/2022	AP	INV	CASH FOR MINT FESTIVAL; 2022	08/03/2022	1,000.00		11,563.60
08/10/2022	AP	INV	STAGING & ROOF; REMAINING BALANCE	34718 #2	1,560.00		13,123.60
08/16/2022	AP	INV	MINT FESTIVAL BEVERAGES	W-945036	3,719.20		16,842.80
08/16/2022	AP	VOID	Void Invoice 08/03/2022 01-12-0172	08/03/2022		500.00	16,342.80
08/16/2022	AP	VOID	Void Invoice W945036 02-04-0156	W945036		6,638.60	9,704.20
08/16/2022	AP	INV	MINT FESTIVAL; SETUP/CANCELLATION	08/15/2022	200.00		9,904.20
08/16/2022	AP	INV	PORTAPOTTIES/BEVERAGE TENT	12	1,226.00		11,130.20
09/07/2022	AP	INV	REIMBURSE; ICE/POP	09/01/2022	74.05		11,204.25
09/07/2022	AP	INV	REIMBURSE; WRIST BANDS, TIES, ICE POI	09/01/2022	311.25		11,515.50
09/20/2022	AP	INV	ACT #1398; ADVERTISING MINT FEST 2022	1280020689	1,050.00		12,565.50
03/02/2023	AP	INV	STAGE SETUP - MINT FEST 2023	2023015	6,325.00		18,890.50
03/16/2023	AP	INV	MINT FEST 2023; PERFORMANCE	03/07/2023	1,250.00		20,140.50
04/06/2023	AP	INV	AMERICAN RENTAL INVOICE, PORTABLES	570941	1,246.00		21,386.50

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
681-173-751.003 MINT FESTIVAL					(Continued)		
04/30/2023			681-173-751.003	END BALANCE	28,525.10	7,138.60	21,386.50
681-173-751.007 WINTER FESTIVAL					BEG. BALANCE		0.00
07/01/2022							
11/22/2022	AP	INV	REIMBURSE; CHRISTMAS ITEMS - DWNTWN	11/22/2022	1,207.37		1,207.37
11/22/2022	AP	INV	HOLIDAY POLE SIGNS & ST NICK SIGN	19395	500.00		1,707.37
11/22/2022	AP	INV	ST. NICK/ WINTER FESTIVAL 2022	11/22/2022	100.00		1,807.37
11/22/2022	AP	INV	MARCHING BAND; WINTER FESTIVAL 2022	11/22/2022	200.00		2,007.37
11/22/2022	AP	INV	MARCHING BAND; WINTER FESTIVAL 2022	11/22/2022	200.00		2,207.37
11/22/2022	AP	INV	MARCHING BAND; WINTER FESTIVAL 2022	11/22/2022	200.00		2,407.37
12/07/2022	AP	INV	FOR WINTER FESTIVAL - 2022	6746	50.00		2,457.37
12/14/2022	AP	INV	PORTABLE TOILET RENTAL	570304	504.00		2,961.37
04/30/2023			681-173-751.007	END BALANCE	2,961.37	0.00	2,961.37
681-173-814.002 WEBSITE					BEG. BALANCE		0.00
07/01/2022							
11/22/2022	AP	INV	REIMBURSE; WILD APRICOT WEBSITE	11/22/2022	648.00		648.00
01/16/2023	AP	INV	ANNUAL DDA/PSD WEBSITE HOSTING	59	300.00		948.00
04/30/2023			681-173-814.002	END BALANCE	948.00	0.00	948.00
681-173-818.000 CONTRACTUAL SERVICES					BEG. BALANCE		0.00
07/01/2022							
07/15/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 07/2022	JUL2022	875.00		875.00
08/18/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 08/2022	AUG2022	875.00		1,750.00
09/16/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 09/2022	SEP2022	875.00		2,625.00
10/07/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 10/2022	OCT2022	875.00		3,500.00
11/07/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 11/2022	NOV2022	875.00		4,375.00
12/13/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 12/2022	DEC2022	875.00		5,250.00
01/18/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 01/2023	JAN2023	958.33		6,208.33
01/25/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 02/2023	FEB2023	958.33		7,166.66
03/01/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 03/2023	MAR2023	958.33		8,124.99
03/17/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 04/2023	APR2023	958.33		9,083.32
04/30/2023			681-173-818.000	END BALANCE	9,083.32	0.00	9,083.32
681-173-818.040 DOWNTOWN IMPROVEMENT					BEG. BALANCE		0.00
07/01/2022							
10/04/2022	AP	INV	HARDY MUMS	10/04/2022	576.00		576.00
10/06/2022	AP	INV	PUMPKINS	10/06/2022	300.00		876.00
11/18/2022	AP	INV	AIRE D SPOTS 14	3750168-1	500.00		1,376.00
03/02/2023	AP	INV	WINTER DECOR	03/01/2023	164.83		1,540.83
03/02/2023	AP	INV	WINTER DECOR	03/01/2023	500.00		2,040.83
04/30/2023			681-173-818.040	END BALANCE	2,040.83	0.00	2,040.83
681-173-853.004 MONTHLY & LONG DISTANCE SERV					BEG. BALANCE		0.00
07/01/2022							
08/17/2022	AP	INV	TELEPHONE SERVICE - 08/2022	08/10/2022	80.35		80.35
09/15/2022	AP	INV	TELEPHONE SERVICE - 09/2022	09/10/2022	80.35		160.70
10/18/2022	AP	INV	TELEPHONE SERVICE - 10/2022	10/10/2022	80.35		241.05
11/04/2022	AP	INV	TELEPHONE SERVICE - 11/2022	11/10/2022	80.35		321.40
12/15/2022	AP	INV	TELEPHONE SERVICE - 12/2022	12/10/2022	80.35		401.75
01/15/2023	AP	INV	TELEPHONE SERVICE - 01/2023	01/10/2023	80.35		482.10
02/14/2023	AP	INV	TELEPHONE SERVICE - 02/2023	02/10/2023	80.35		562.45
03/09/2023	AP	INV	TELEPHONE SERVICE - 03/2023	03/10/2023	80.35		642.80
04/11/2023	AP	INV	TELEPHONE SERVICE - 04/2023	04/10/2023	80.35		723.15
04/30/2023			681-173-853.004	END BALANCE	723.15	0.00	723.15
681-173-870.001 MARKETING					BEG. BALANCE		0.00
07/01/2022							
08/16/2022	AP	INV	SPONSOR TEE SIGN; 4 FREE PASSES	58998	400.00		400.00
11/18/2022	AP	INV	WEB PREROLL/POSTROLL CPM ROS	3563351-5	150.00		550.00
12/06/2022	AP	INV	ORDER #21256	12N0021256	915.00		1,465.00
12/13/2022	AP	INV	ADVERTISING; 11/28-12/04 2022	3779558-1	20.00		1,485.00
12/19/2022	AP	INV	DOWNTOWN PROMOTIONS	12/19/2022	6,000.00		7,485.00
01/15/2023	AP	INV	ADVERTISING	12D0021256	75.00		7,560.00
01/15/2023	AP	INV	AIRE D SPOTS, SJPSDL ITFEST2210 - PSD,	3779558-2	380.00		7,940.00
01/15/2023	AP	INV	AIRE D SPOTS	3750377-2	0.01		7,940.01
01/15/2023	AP	INV	AIRE D SPOTS	3750377-2		0.01	7,940.00
01/20/2023	AP	INV	AIRE D SPOTS	3750377-1	0.01		7,940.01
01/20/2023	AP	INV	AIRE D SPOTS	3750377-1		0.01	7,940.00
04/06/2023	AP	INV	EASTER POSTERS; PSD	46004	80.00		8,020.00
04/18/2023	AP	INV	REIMBURSE; BUNNY SHOP EVENT	04/13/2023	100.00		8,120.00
04/30/2023			681-173-870.001	END BALANCE	8,120.02	0.02	8,120.00
681-173-870.007 GRANTS					BEG. BALANCE		0.00
07/01/2022							
09/29/2022	GJ	JE	TO RECLASS GRANT EXPENSE	13702	25,000.00		25,000.00
04/30/2023			681-173-870.007	END BALANCE	25,000.00	0.00	25,000.00
681-173-870.008 MUSIC					BEG. BALANCE		0.00
07/01/2022							
07/07/2022	AP	INV	THURSDAY SINGER	07/07/2022	150.00		150.00
07/19/2022	AP	INV	THURSDAY SINGER	07/25/2022	150.00		300.00
07/19/2022	AP	INV	THURSDAY SINGER	07/18/2022	150.00		450.00
08/04/2022	AP	INV	THURSDAY SINGER	08/03/2022	150.00		600.00
08/16/2022	AP	INV	THURSDAY SINGER	08/23/2022	150.00		750.00
08/16/2022	AP	INV	THURSDAY SINGER	09/06/2022	150.00		900.00
08/16/2022	AP	INV	THURSDAY SINGER	09/13/2022	150.00		1,050.00
08/30/2022	AP	VOID	Void Invoice 08/23/2022 01-16-1036	08/23/2022		150.00	900.00
09/07/2022	AP	INV	DOWNTOWN RADIO RENEWAL	7TEZ20HY	189.24		1,089.24
01/03/2023	AP	INV	LICENSE FEE; 01/01/23-12/31/2023	100006018959	420.00		1,509.24
04/04/2023	AP	INV	SINGER FOR BUNNY SHOP; 2023	03/15/2023	200.00		1,709.24
04/24/2023	AP	INV	STREET SINGER; 05/10/2023	04/05/2023	200.00		1,909.24

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
			681-173-870.008 MUSIC				
							(Continued)
04/24/2023	AP	INV	STREET SINGER; 05/10/2023	04/05/2023	200.00		2,109.24
04/30/2023			681-173-870.008	END BALANCE	2,259.24	150.00	2,109.24
			681-173-960.000 EDUCATION AND TRAINING				
07/01/2022							BEG. BALANCE 0.00
02/13/2023	AP	INV	MDA SPRNG WORKSHOP, HANOVER, BARLAGE,	E2684	450.00		450.00
04/30/2023			681-173-960.000	END BALANCE	450.00	0.00	450.00
TOTAL FOR FUND 681 PRINCIPAL SHOPPING DISTRICT					407,121.97	407,121.97	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF ST. JOHNS
 PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2022	2022-23 AMENDED BUDGET	YTD BALANCE 04/30/2023	ACTIVITY FOR MONTH 04/30/23	AVAILABLE BALANCE	% BGD USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000 - REVENUE							
248-000-404.000	CURRENT PROPERTY TAX	0.00	39,400.00	64,792.47	0.00	(25,392.47)	164.45
248-000-543.010	GRANTS	0.00	0.00	700.00	0.00	(700.00)	100.00
248-000-665.000	INTEREST EARNED/INVESTMENTS	(87.02)	0.00	(8.16)	0.00	8.16	100.00
248-000-699.034	FROM RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		(87.02)	39,400.00	65,484.31	0.00	(26,084.31)	166.20
TOTAL REVENUES		(87.02)	39,400.00	65,484.31	0.00	(26,084.31)	166.20
Expenditures							
Dept 451 - NEW CONSTRUCTION							
248-451-804.000	ADMINISTRATION CHARGES	987.00	1,040.00	0.00	0.00	1,040.00	0.00
248-451-818.000	CONTRACTUAL SERVICES	4,206.96	10,500.00	9,083.32	0.00	1,416.68	86.51
248-451-818.040	DOWNTOWN IMPROVEMENT	14,720.69	6,000.00	13,349.24	0.00	(7,349.24)	222.49
248-451-880.007	FACADE GRANTS	0.00	10,000.00	0.00	0.00	10,000.00	0.00
248-451-956.000	MISCELLANEOUS	852.98	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		20,767.63	27,540.00	22,432.56	0.00	5,107.44	81.45
TOTAL EXPENDITURES		20,767.63	27,540.00	22,432.56	0.00	5,107.44	81.45
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		(87.02)	39,400.00	65,484.31	0.00	(26,084.31)	166.20
TOTAL EXPENDITURES		20,767.63	27,540.00	22,432.56	0.00	5,107.44	81.45
NET OF REVENUES & EXPENDITURES		(20,854.65)	11,860.00	43,051.75	0.00	(31,191.75)	363.00

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY							
07/01/2022			248-000-002.000 CASH - IMM/PRI ACCT 1289		BEG. BALANCE		50,609.12
07/29/2022	CD	CHK	Check: 03 6224	6224 (A)		875.00	49,734.12
07/31/2022	GJ	JE	TO PAY DDA TAX CAPTURE	13504	23,860.77		73,594.89
07/31/2022	GJ	JE	TO PAY DDA TAX CAPTURE	13504	40,931.70		114,526.59
07/31/2022	GJ	JE	03 INTEREST ALLOCATION	13817		8.16	114,518.43
08/26/2022	CD	CHK	Check: 03 6315	6315 (A)		875.00	113,643.43
09/15/2022	CD	CHK	Check: 03 61603	61603		25,000.00	88,643.43
09/28/2022	CD	CHK	Check: 03 6396	6396 (A)		875.00	87,768.43
09/29/2022	GJ	JE	TO RECLASS GRANT EXPENSE	13702	25,000.00		112,768.43
10/25/2022	GJ	JE	CLEAR DUE TO/FROM	13846		987.00	111,781.43
10/27/2022	CD	CHK	Check: 03 6479	6479 (A)		875.00	110,906.43
11/01/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/01/202		700.00		111,606.43
11/15/2022	CD	CHK	Check: 03 61721	61721		4,349.24	107,257.19
11/16/2022	CD	CHK	Check: 03 61723	61723		9,000.00	98,257.19
11/30/2022	CD	CHK	Check: 03 6560	6560 (A)		875.00	97,382.19
12/23/2022	CD	CHK	Check: 03 6620	6620 (A)		875.00	96,507.19
01/27/2023	CD	CHK	Check: 03 6671	6671 (A)		958.33	95,548.86
03/03/2023	CD	CHK	Check: 03 6747	6747 (A)		958.33	94,590.53
03/24/2023	CD	CHK	Check: 03 6801	6801 (A)		958.33	93,632.20
04/28/2023	CD	CHK	Check: 03 6857	6857 (A)		958.33	92,673.87
04/30/2023			248-000-002.000	END BALANCE	90,492.47	48,427.72	92,673.87
248-000-202.000 ACCOUNTS PAYABLE							
07/01/2022					BEG. BALANCE		0.00
07/15/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 07/2022	JUL2022		875.00	(875.00)
07/29/2022	CD	CHK	Check: 03 6224	6224 (A)	875.00		0.00
08/18/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 08/2022	AUG2022		875.00	(875.00)
08/26/2022	CD	CHK	Check: 03 6315	6315 (A)	875.00		0.00
09/15/2022	AP	INV	GRANT MONEY; DOWNTOWN IMPROVMENTS	09/15/2022		25,000.00	(25,000.00)
09/15/2022	CD	CHK	Check: 03 61603	61603	25,000.00		0.00
09/16/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 09/2022	SEP2022		875.00	(875.00)
09/28/2022	CD	CHK	Check: 03 6396	6396 (A)	875.00		0.00
10/07/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 10/2022	OCT2022		875.00	(875.00)
10/27/2022	CD	CHK	Check: 03 6479	6479 (A)	875.00		0.00
11/01/2022	AP	INV	REEL OF DIRECT BURIAL SPEAKER WIRE 14	102222.3		803.52	(803.52)
11/01/2022	AP	INV	MAKE CONNECTION TO DWNTWN SYSTEM FOR	102222.2		845.00	(1,648.52)
11/01/2022	AP	INV	REPLACE MISSING MOBILE RACK	102222.1		2,700.72	(4,349.24)
11/07/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 11/2022	NOV2022		875.00	(5,224.24)
11/15/2022	CD	CHK	Check: 03 61721	61721	4,349.24		(875.00)
11/16/2022	AP	INV	DEPOSIT TO START PROJECT	111522.1		9,000.00	(9,875.00)
11/16/2022	CD	CHK	Check: 03 61723	61723	9,000.00		(875.00)
11/30/2022	CD	CHK	Check: 03 6560	6560 (A)	875.00		0.00
12/13/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 12/2022	DEC2022		875.00	(875.00)
12/23/2022	CD	CHK	Check: 03 6620	6620 (A)	875.00		0.00
01/18/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 01/2023	JAN2023		958.33	(958.33)
01/25/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 02/2023	FEB2023		958.33	(1,916.66)
01/27/2023	CD	CHK	Check: 03 6671	6671 (A)	958.33		(958.33)
03/01/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 03/2023	MAR2023		958.33	(1,916.66)
03/03/2023	CD	CHK	Check: 03 6747	6747 (A)	958.33		(958.33)
03/17/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 04/2023	APR2023		958.33	(1,916.66)
03/24/2023	CD	CHK	Check: 03 6801	6801 (A)	958.33		(958.33)
04/28/2023	CD	CHK	Check: 03 6857	6857 (A)	958.33		0.00
04/30/2023			248-000-202.000	END BALANCE	47,432.56	47,432.56	0.00
248-000-214.001 DUE TO GENERAL FUND							
07/01/2022					BEG. BALANCE		(987.00)
10/25/2022	GJ	JE	CLEAR DUE TO/FROM	13846	987.00		0.00
04/30/2023			248-000-214.001	END BALANCE	987.00	0.00	0.00
248-000-390.000 Fund Balance							
07/01/2022					BEG. BALANCE		(49,622.12)
04/30/2023			248-000-390.000	END BALANCE	0.00	0.00	(49,622.12)
248-000-404.000 CURRENT PROPERTY TAX							
07/01/2022					BEG. BALANCE		0.00
07/31/2022	GJ	JE	TO PAY DDA TAX CAPTURE	13504		23,860.77	(23,860.77)
07/31/2022	GJ	JE	TO PAY DDA TAX CAPTURE	13504		40,931.70	(64,792.47)
04/30/2023			248-000-404.000	END BALANCE	0.00	64,792.47	(64,792.47)
248-000-543.010 GRANTS							
07/01/2022					BEG. BALANCE		0.00
11/01/2022	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/01/202			700.00	(700.00)
04/30/2023			248-000-543.010	END BALANCE	0.00	700.00	(700.00)
248-000-665.000 INTEREST EARNED/INVESTMENTS							
07/01/2022					BEG. BALANCE		0.00
07/31/2022	GJ	JE	03 INTEREST ALLOCATION	13817	8.16		8.16
04/30/2023			248-000-665.000	END BALANCE	8.16	0.00	8.16
248-451-818.000 CONTRACTUAL SERVICES							
07/01/2022					BEG. BALANCE		0.00
07/15/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 07/2022	JUL2022	875.00		875.00
08/18/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 08/2022	AUG2022	875.00		1,750.00
09/16/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 09/2022	SEP2022	875.00		2,625.00
10/07/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 10/2022	OCT2022	875.00		3,500.00
11/07/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 11/2022	NOV2022	875.00		4,375.00
12/13/2022	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 12/2022	DEC2022	875.00		5,250.00
01/18/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 01/2023	JAN2023	958.33		6,208.33
01/25/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 02/2023	FEB2023	958.33		7,166.66
03/01/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 03/2023	MAR2023	958.33		8,124.99

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
			248-451-818.000 CONTRACTUAL SERVICES				
							(Continued)
03/17/2023	AP	INV	EXECUTIVE DIRECTOR PAYROLL; 04/2023	APR2023	958.33		9,083.32
04/30/2023			248-451-818.000	END BALANCE	9,083.32	0.00	9,083.32
			248-451-818.040 DOWNTOWN IMPROVEMENT				
07/01/2022							BEG. BALANCE 0.00
09/15/2022	AP	INV	GRANT MONEY; DOWNTOWN IMPROVMENTS	09/15/2022	25,000.00		25,000.00
09/29/2022	GJ	JE	TO RECLASS GRANT EXPENSE	13702		25,000.00	0.00
11/01/2022	AP	INV	REEL OF DIRECT BURIAL SPEAKER WIRE 14	102222.3	803.52		803.52
11/01/2022	AP	INV	MAKE CONNECTION TO DWNTWN SYSTEM FOR	102222.2	845.00		1,648.52
11/01/2022	AP	INV	REPLACE MISSING MOBILE RACK	102222.1	2,700.72		4,349.24
11/16/2022	AP	INV	DEPOSIT TO START PROJECT	111522.1	9,000.00		13,349.24
04/30/2023			248-451-818.040	END BALANCE	38,349.24	25,000.00	13,349.24
TOTAL FOR FUND 248 DOWNTOWN DEVELOPMENT AUTHORITY					186,352.75	186,352.75	0.00



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

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Executive Director Activity for April 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. Turned in Bills and deposits to the City Treasurer
- H. Chamber Meetings
- I. City Council Meeting
- J. Bunny Shop Event
- K. Met with Willow and finished hook ups for street singers
- L. Met with and paid performer for Bunny Hop
- M. Handed out raffle tickets for Downtonw Easter Basket
- N. Talked with business owners about Bunny sHop event
- O. Updated Square and Wild Apricot Websites
- P. Optimize on Main Grant Application
- Q. Capital Region Community Fund Grant
- R. Worked with large Façade Grant Applicants
- S. Talked with Ken Jones about a grant contract
- T. Transferring files to new website.
- U. Talked with Justin Smith about city/DPW issues
- V. Talked with Kristina about budget and revenue
- W. Sent out weekly update emails
- X. Obtained contract for all bands participating in the Mint Fest Downtown
- Y. Talked with John Serrine about grant for Hot Dog cart and bands.
- Z. Handing out flyers for Spring Fling
- AA. Met with group about Higham Street Parking Lot.
- BB. Put all Approved Minutes from last year on new website
- CC. Met with MEDC about Match on Main Grant